

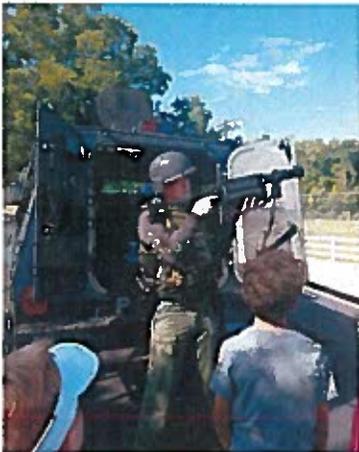
The City of Woodway presents the



2018



Youth Public Safety Camp



FY2018-19 ANNUAL BUDGET AND PROGRAM OF SERVICES

Adopted by the
Honorable Mayor and City Council
August 30, 2018
John Hatchel, Interim City Manager

**CITY OF WOODWAY
 FY 2018-19 ANNUAL BUDGET
 AND PROGRAM OF SERVICES
 AUGUST 30, 2018**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$194,518, which is a 3.87 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$57,980.

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

FOR: Bob Howard, Scott A. Giddings, Jane Kittner, Barbara Grandy, Vic Sober

AGAINST: None

PRESENT and not voting: None

ABSENT: Donald J. Baker, Keven Kehlenbach

The municipal property tax rates for the preceding fiscal year, and each municipal property tax rate that has been adopted or calculated for the current fiscal year, include:

	<u>Adopted FY 2018-19</u>	<u>Adopted FY 2017-18</u>
Property Tax Rate:	\$0.450000/100	\$0.470000/100
Effective Tax Rate	\$0.437280/100	\$0.443508/100
Effective Maintenance & Operations Tax Rate	\$0.429306/100	\$0.415270/100
Rollback Tax Rate	\$0.469634/100	\$0.463904/100
Debt Rate	\$0.000000/100	\$0.009472/100

The total amount of outstanding municipal debt obligations secured by property taxes, including principal and interest, is \$23,074,900. This includes \$23,074,900 of outstanding municipal debt obligations considered self-supporting. Self-supporting debt is currently secured by water and wastewater revenues and special revenues. In an event that such amounts are insufficient to pay debt service, the City will be required to assess an ad valorem tax to pay such obligations.

Fiscal Year 2018-19 Principal & Interest Requirements for Debt Service are:

Property Tax Supported Debt: \$0

Self-Supporting Debt: \$1,564,863



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Woodway
Texas**

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morill

Executive Director

**Government
Finance Officers Association
of the United States and Canada (GFOA)
presented a Distinguished Budget Presentation Award to City of Woodway, Texas,
for its Annual Budget
for the fiscal year
beginning October 1, 2017.**

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITY OF WOODWAY KEY OFFICIALS 2018/2019



BOB HOWARD, MAYOR
(Ward 1, Place 1)

Mayor Howard has served on the Parks & Recreation Commission and City Council. His first appointment was to the Parks & Recreation Commission in 2006. He was elected to the City Council in 2012 and was subsequently elected in 2014 and 2017. Councilmember Howard is managing partner of 855bugs.com of Central Texas.



DONALD J. BAKER, COUNCILMEMBER
(Ward 1, Place 2)

Councilmember Baker has served on the Planning & Zoning Commission and City Council. His first appointment was to P&Z in 1985. He was elected to the City Council in 1991 and has served since that time. He served as Mayor from 1994 to 2010 and from 2011 to 2018. Councilmember Baker is retired.



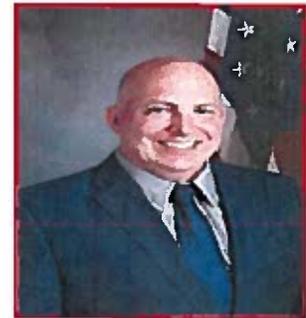
JANE KITTNER, COUNCILMEMBER
(Ward 3, Place 2)

Councilmember Kittner has served on the Planning & Zoning Commission and City Council. Her first appointment was to P&Z in 1991, and she has served on the City Council since 1995. She served as Mayor Pro Tem from 2013 to 2018. Councilmember Kittner is an architect with Kittner & Pate Design Associates.



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

Mayor Pro Tem Giddings has served on the Planning & Zoning Commission and City Council. His first appointment was to the P&Z Commission in May 2009. He was appointed to the City Council in September 2009 and was subsequently elected in 2011, 2013 and 2016. Mayor Pro Tem Giddings is a sales manager for GM Wholesale.



VIC SOBER, COUNCILMEMBER
(Ward 3, Place 1)

Councilmember Sober was appointed to Parks and Recreation Commission in 2016. He also served as a Woodway Volunteer Fire Fighter from 2007-2012. He was elected to the City Council May 2018. Councilmember Sober is a Technical Manager at Summit Dental Laboratory.



BARBARA GRANDY, COUNCILMEMBER
(Councilmember at Large)

Councilmember Grandy was appointed to the City Council in December 2011 and was subsequently elected in 2012, 2014 and 2017. Prior to her Council service, she served on the Woodway Beautiful Commission, Carleen Bright Arboretum Board, and Parks and Recreation Commission. Her first appointment was in 1995. Councilmember Grandy is an investor.



KEVEN KEHLENBACH, COUNCILMEMBER
(Ward 2, Place 1)

Councilmember Kehlenbach was first elected to the City Council in May 2018. Councilmember Kehlenbach is the Assistant Vice President of Baylor Construction Services.

JOHN HATCHEL, INTERIM CITY MANAGER

WILLIAM KLUMP, FINANCE DIRECTOR

Education: B.B.A. (Accounting), Baylor University 1981 Employment with City of Woodway - 2002 to Present

CITY OF WOODWAY **MISSION STATEMENT**

As a high quality community of quiet neighborhoods and unique natural beauty, the City of Woodway is committed to being a leader among cities in delivering outstanding quality services to all of its citizens through innovative and efficient use of resources.

STRATEGIES

We will achieve this through:

- ❖ *providing the most responsive services possible by focusing on the citizen as the customer;*
 - ❖ *recruiting, developing and retaining highly qualified staff;*
 - ❖ *practicing a well established conservative fiscal policy;*
 - ❖ *planning and providing for a strong infrastructure;*
- ❖ *maintaining highly effective equipment resources for delivery of services;*
- ❖ *remaining a "city of choice" by providing a model environment in which to live through enhancing and preserving the city's existing neighborhoods, unique beauty and quality of life*
 - ❖ *providing leadership and cooperation in addressing regional programs and issues;*
 - ❖ *supporting our school system by working with local districts to maintain our high quality of public education;*
 - ❖ *continuing to place a high priority on public safety by providing superior police, fire and emergency services; and*
- ❖ *fostering a healthy city economy through encouraging high quality residential and retail development.*

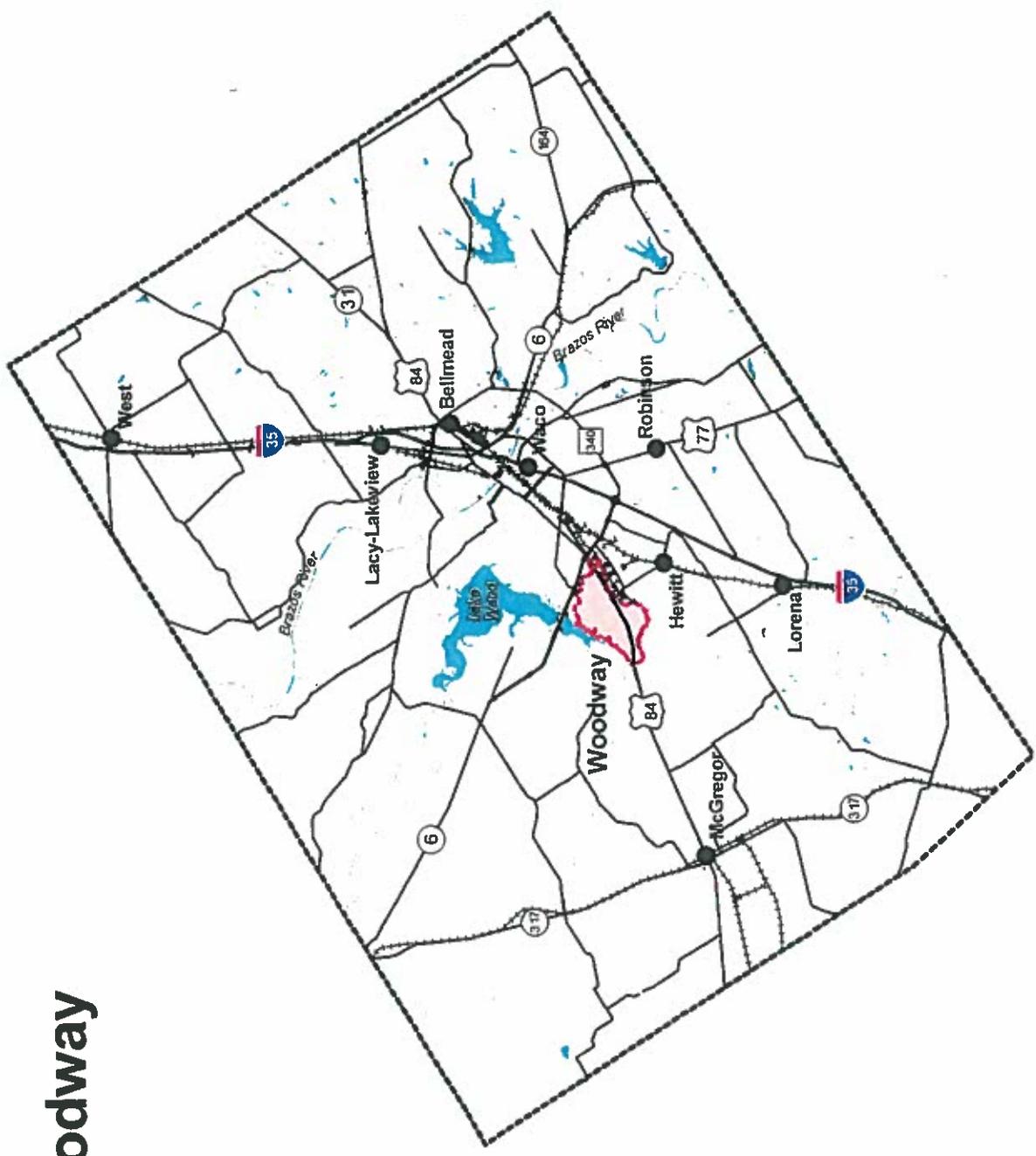
GOALS

We will respectively measure our achievement of the above by:

- ❖ *high citizen satisfaction;*
- ❖ *improved employee productivity;*
- ❖ *strong fiscal health and favorable financial audits and bond ratings;*
- ❖ *ongoing development of a capital improvement program (CIP) and subsequent successful bond elections;*
 - ❖ *ability to continue to control costs;*
- ❖ *appreciation of existing property values and regional, state and national recognition for quality of life efforts;*
- ❖ *continued active involvement in successful regional economic development efforts;*
 - ❖ *a high quality public education system;*
 - ❖ *low crime and favorable property insurance ratings; and*
- ❖ *growth in the city's property tax base and retail sales tax receipts.*

"WELCOME HOME TO WOODWAY"

City of Woodway



City of Woodway



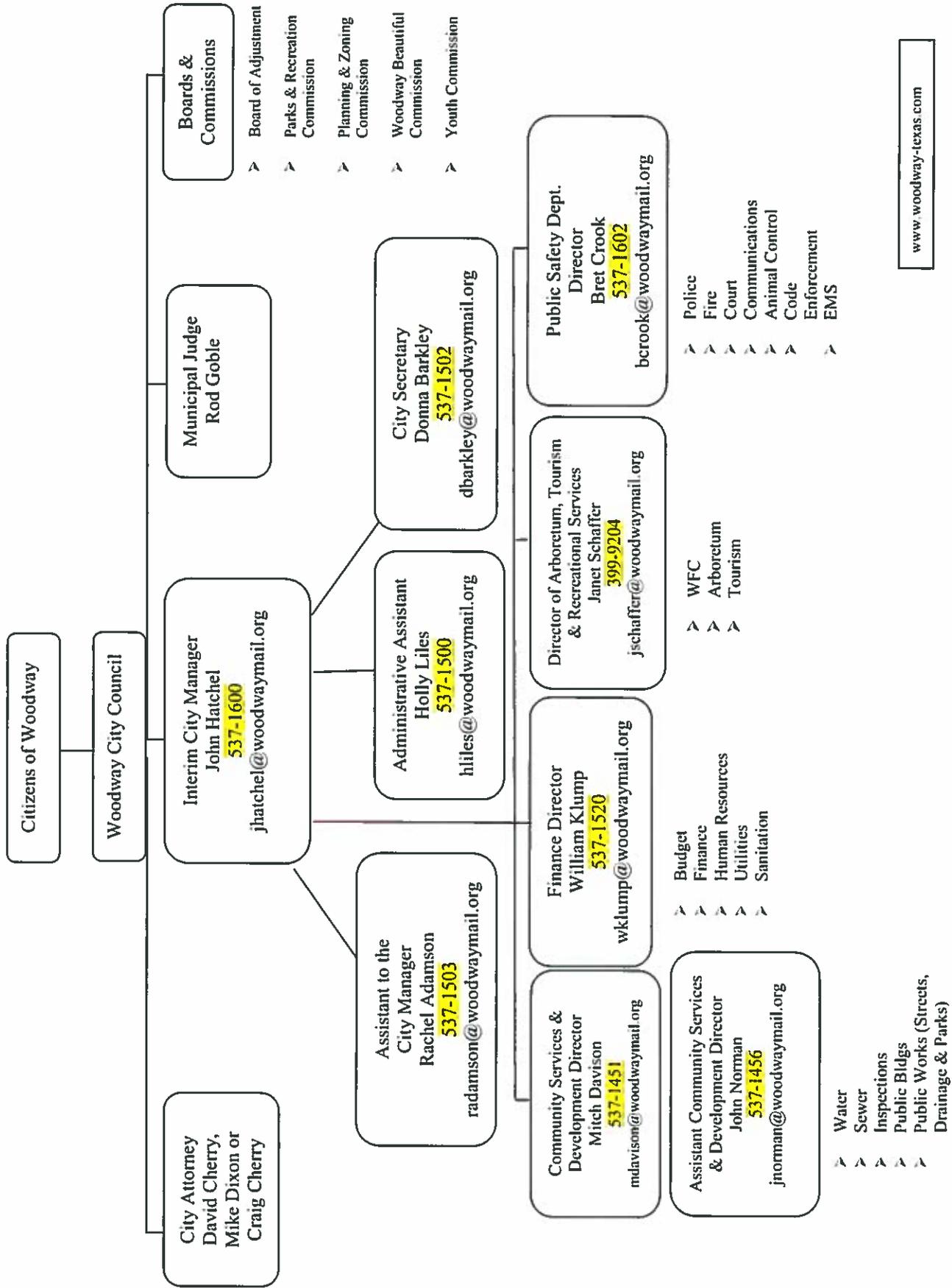


TABLE OF CONTENTS



	PAGE
READER'S GUIDE	1
<i>BUDGET CALENDAR</i>	2
<i>GUIDE TO PROGRAM OF SERVICES</i>	4
<i>FUND STRUCTURE</i>	10
<i>FUND DESCRIPTIONS</i>	11
 MANAGER'S MESSAGE	 13
<i>PROPOSED BUDGET TRANSMITTAL LETTER</i>	15
<i>MAJOR ISSUES</i>	17
<i>PROPOSED BUDGET OVERVIEW</i>	19
<i>ADOPTING INSTRUMENTS</i>	31
<i>FINANCE POLICIES</i>	35
 BUDGET SUMMARIES	 57
<i>COMBINED FUNDS SUMMARY</i>	59
<i>REVENUES AND EXPENDITURES BY CATEGORY - COMBINED</i>	62
<i>COMBINED PERSONNEL SUMMARY BY DEPARTMENT</i>	64
<i>OPERATING FUNDS SUMMARY</i>	65
 <i>GENERAL FUND REVENUES BY CATEGORY</i>	 66
<i>GENERAL FUND EXPENDITURES BY CATEGORY</i>	67
 <i>UTILITY FUND REVENUES BY CATEGORY</i>	 68
<i>UTILITY FUND EXPENDITURES BY CATEGORY</i>	69
 <i>GOVERNMENTAL FUND TYPES PROJECTED FUND BALANCE</i>	 70
<i>PROPRIETARY FUND TYPES PROJECTED CASH BALANCE</i>	71
<i>SPECIAL REVENUE FUND TYPES PROJECTED FUND BALANCE</i>	72
<i>CAPITAL PROJECT FUND TYPES PROJECTED FUND BALANCE</i>	73
<i>CAPITAL PROJECT FUNDS SUMMARY</i>	74
<i>OVERALL DEBT SERVICE SCHEDULE</i>	75
 GENERAL FUND	 77
<i>GENERAL FUND BUDGET SUMMARY</i>	79
<i>GENERAL FUND REVENUE DETAIL</i>	82
<i>ESTIMATED TAX COLLECTION AND DISTRIBUTION</i>	84
 GENERAL FUND DETAIL	 85
<i>GENERAL GOVERNMENT DEPARTMENT</i>	86
CITY SECRETARY'S OFFICE	88
ADMINISTRATION	92
FINANCE	96
NON-DEPARTMENTAL	100

TABLE OF CONTENTS



	PAGE
GENERAL FUND DETAIL CONT.	
<i>PUBLIC SAFETY SERVICES</i>	102
POLICE/FIRE/ANIMAL CONTROL	104
MUNICIPAL COURT	112
<i>COMMUNITY SERVICES DEPARTMENT</i>	116
STREETS	118
SANITATION	122
PARKS	126
PUBLIC BUILDINGS	130
ADMINISTRATION/INSPECTIONS	134
<i>COMMUNITY PROGRAMS</i>	138
COMMUNITY DEVELOPMENT	140
ECONOMIC DEVELOPMENT	142
WOODWAY BEAUTIFUL	144
YOUTH COMMISSION	147
CARLEEN BRIGHT ARBORETUM	149
WOODWAY FAMILY CENTER	153
GENERAL DEBT SERVICE FUND	157
<i>ESTIMATED TAX COLLECTION AND DISTRIBUTION</i>	159
<i>REVENUE AND EXPENDITURE SUMMARY</i>	160
UTILITY FUND	161
<i>UTILITY FUND BUDGET SUMMARY</i>	163
<i>UTILITY FUND REVENUE DETAIL</i>	165
UTILITY FUND DETAIL	167
<i>PUBLIC UTILITIES DEPARTMENT</i>	168
WATER	170
SEWER	174
CUSTOMER SERVICE	178
UTILITY DEBT SERVICE FUND	183
<i>REVENUE AND EXPENDITURE SUMMARY</i>	185
<i>WATERWORKS & SEWER SYSTEM DEBT SERVICE SCHEDULE</i>	186
<i>LONG-TERM DEBT</i>	187
<i>SCHEDULE OF BONDS OUTSTANDING</i>	188

TABLE OF CONTENTS



	PAGE
CAPITAL PROJECT FUNDS	189
<i>PARK PROJECTS FUND</i>	190
<i>PARK DEDICATION FUND</i>	191
<i>GENERAL PROJECTS FUND</i>	192
<i>FUTURE CAPITAL STREET IMPROVEMENT FUND</i>	195
<i>ARBORETUM CONSTRUCTION FUND</i>	196
<i>DEVELOPMENT FUND</i>	197
<i>FAMILY CENTER CONSTRUCTION FUND</i>	198
<i>LONG - TERM CAPITAL PROJECTS FUND</i>	199
<i>UTILITY PROJECTS FUND</i>	200
<i>UTILITY IMPACT IMPROVEMENTS FUND</i>	205
<i>2007 UTILITY IMPROVEMENT FUND</i>	206
<i>2016 UTILITY IMPROVEMENT FUND</i>	207
 OTHER FUNDS	 209
<i>TOURISM FUND</i>	210
<i>EQUIPMENT REPLACEMENT FUND</i>	213
<i>UNCLAIMED MONEY FUND</i>	218
<i>DRUG SEIZURE/FORFEITURE FUND</i>	219
<i>LAW ENFORCEMENT OFFICER CONTINUING EDUCATION FUND</i>	220
<i>MUNICIPAL COURT BUILDING SECURITY FUND</i>	221
<i>MUNICIPAL COURT TECHNOLOGY FUND</i>	222
<i>MUNICIPAL COURT CHILD SAFETY FUND</i>	223
<i>ASSET FORFEITURE FUND</i>	224
<i>GENERAL EMERGENCY RESERVE FUND</i>	225
<i>UTILITY EMERGENCY RESERVE FUND</i>	225
 STATISTICAL INFORMATION	 227
<i>AREA ECONOMIC INFORMATION</i>	229
<i>DEMOGRAPHIC INFORMATION</i>	230
<i>CITY PROFILE</i>	231
<i>KEY PUBLIC OFFICIALS</i>	231
<i>TEN LARGEST TAXPAYERS</i>	232
<i>APPLICABLE TAX RATES</i>	233
<i>COMPARISON OF PROPERTY VALUES</i>	235
<i>SERVICE CHARGE CALCULATION</i>	236
<i>SALES & USE TAX COMPARISON</i>	237
<i>PUBLIC UTILITIES PROFILE</i>	239
<i>HISTORICAL WATER SALES</i>	239
<i>ANALYSIS OF CHANGE IN EXPENDITURES</i>	243
<i>SUMMARY OF NEW CAPITAL EXPENDITURES</i>	244

TABLE OF CONTENTS



PAGE

STATISTICAL INFORMATION CONT.

<i>MASTER FEE SCHEDULE</i>	245
<i>CHART OF ACCOUNTS</i>	257
<i>BUDGET GLOSSARY</i>	265

READER'S GUIDE



WOODWAY, TEXAS

CITY OF WOODWAY
2018-2019 BUDGET SCHEDULE

March 1	Budget Kickoff - Begin Preparing Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets
March 12	Regular Council Meeting
March 19	Regular Council Meeting
March 29	Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets Due
April 9	Regular Council Meeting
April 23	Regular Council Meeting
April 25	Preliminary Appraisal Roll Received
May 14	Regular Council Meeting
May 21	Regular Council Meeting
May 28	Memorial Day Holiday (Monday)
June 11	Proposed Budget Delivered to City Council
June 11	Regular Council Meeting Presentation of Proposed Budget Schedule Proposed Budget Public Hearing for August 16, 2018
July 9	Regular Council Meeting Follow-up Discussion on Proposed Budget
July 23	Received Certified Appraisal Roll
July 25	Deadline for chief appraiser to certify rolls to taxing units. Calculation of Effective and Rollback Tax Rates
July 31	<u>Publish Notice of Public Hearing on Proposed Budget</u>
August 9	<u>Publish Notice of 2018 Tax Year Proposed Property Tax Rate</u>
August 13	Regular Council Meeting Follow-up Discussion on Proposed Budget and Tax Rate Record Vote Taken to Place Item on Future Agenda for Voting on Tax Rate Schedule Proposed Tax Rate Public Hearings for August 16, 2018 and August 27, 2018
August 16	Special Council Meeting Public Hearing on Proposed Budget First Public Hearing on Proposed Tax Rate Council schedules and announces meeting of August 30 to adopt proposed tax rate

WOODWAY, TEXAS

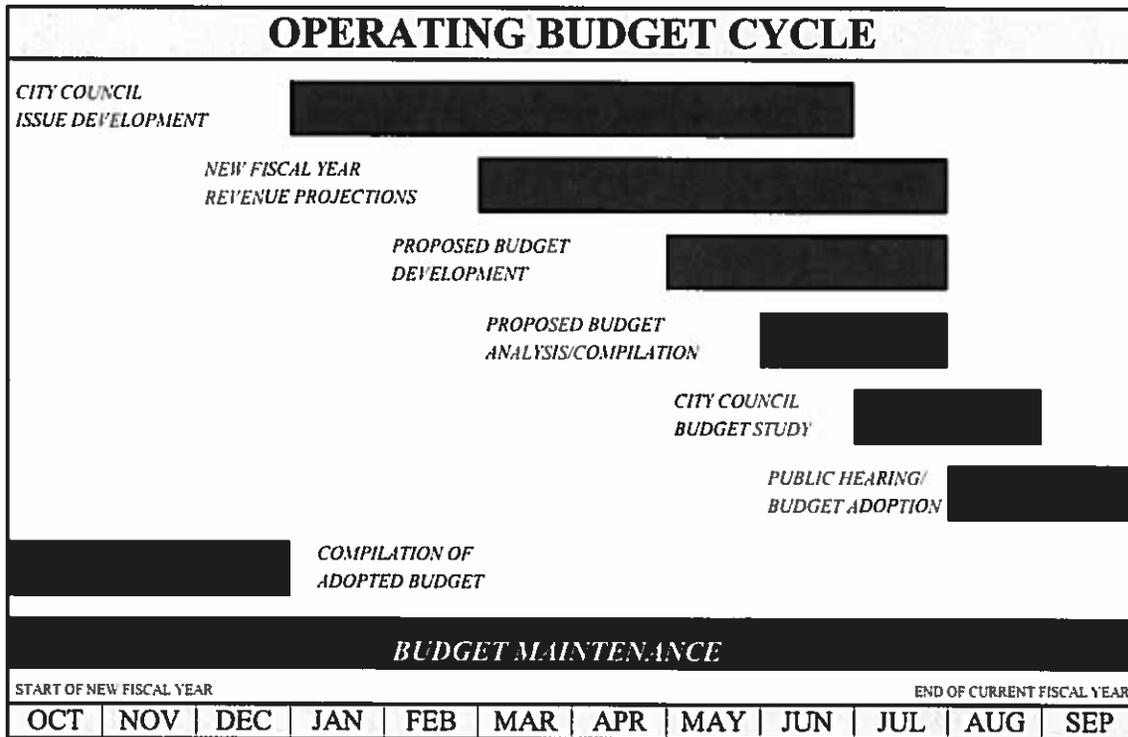
August 27	Regular Council Meeting Second Public Hearing on Proposed Tax Rate Council announces meeting of August 30 to adopt proposed tax rate
August 30	Special Council Meeting Final Adoption of Budget Final Adoption of Tax Rate
September 3	Labor Day Holiday (Monday)
September 10	Regular Council Meeting
September 24	Regular Council Meeting
October 1	New Fiscal Year Begins

WOODWAY, TEXAS

**READER'S GUIDE TO THE
BUDGET
AND
PROGRAM OF SERVICES**

The Reader's Guide provides an overview of the City of Woodway's budget process. City financial policies related to budgeting are published in the "Manager's Message" of this document, and a glossary of budget terms is published in the "Statistical Information" of this document.

The City of Woodway has prepared a budget designed to meet the highest standards of performance in municipal budgeting. The budget presentation format of division/department summaries include program goals and performance measures. Various financial summaries, statistical information, and detailed revenue data are provided to help define the City's goals, purposes, and assumptions for projections. The budget process and organization of the budget itself are described below.



THE BUDGET PROCESS

1. City Council Issue Development

Early in the budget process, the City Council is requested to provide Staff with budget priorities. Also, initial capital improvements are discussed for later inclusion in the budget and five (5) year capital improvement plan. Council response and feedback from discussions are then later incorporated and considered during budget review and analysis of budget requests. Major issues are fully addressed in the "Manager's Message" of this document.

2. Revenue Projection

The budget revenue projection for the new fiscal year begins mid-year of the current fiscal year. This projection is made by the City's Budget Committee (comprised of the City Manager and Finance Director) with the help of department directors and division managers. Projections are based upon consultations with state and local agencies, trend analysis, anticipated changes in the local and regional economy, and discussions with directly associated Staff. Although beginning earlier, the budget revenue projection occurs concurrently with departmental budget development and extends until the budget is adopted based upon the receipt of any new information.

3. Proposed Budget Development

During budget development at the division and department level, the City's Budget Committee works with division/department managers to analyze requests, provide advice and lend assistance. Staff work sessions are held to discuss and develop goals and performance measures, as are one-on-one consultations for the development of cost estimates. Department/division budget requests are based upon a baseline funding level of 5% less than appropriated in the prior year, and any additional funding requests are made in the form of supplemental budget "packages".

4. Proposed Budget Analysis/Compilation

Once division and departmental budget requests are completed, the Budget Committee reviews and compiles a preliminary draft of the proposed budget in the form of detailed work papers. These work papers are then referenced during staff budget hearings.

After each department head provides a summary budget presentation and answers questions from the Budget Committee during staff budget hearings, funding requests are reviewed and discussed. Given revenue projections and funding requirements, requests are proposed for funding according to ranking received by the City Manager. At this time, funding level is weighed against available resources, and a tax rate adjustment may or may not be recommended depending upon Council program priorities and issues/concerns expressed during budget development.

5. City Council Budget Study

Several budget work sessions are held with the City Council to review and discuss the proposed budget. First, the City Manager reviews major issues as expressed in the "Manager's Message." Second, department directors again present funding requests, then discussions and study follow at subsequent work sessions up until budget adoption.

6. Public Hearing/Budget Adoption

A public hearing on the budget is held in August prior to final budget consideration. At said hearing, citizens or any other individual may make formal comment either for or against the proposed budget. The public also has the opportunity to attend City Council budget work sessions scheduled in July and August.

Budget adoption occurs in September after City Council deliberations and the public hearing. City Council may take action to modify the proposed budget per its discretion. The City Council also adopts a tax rate to support adopted funding levels.

7. Compilation of Adopted Budget/Budget Maintenance

An adopted budget is compiled and published during the first months of the new fiscal year. The adopted budget in the form of an amended proposed budget is available for public inspection in late September. Ledger accounts are prepared for the new fiscal year prior to October 1.

Budget maintenance is a year-round activity of division/department directors and the Budget Committee. Spending control mechanisms include monthly review of expenditures by the Budget Committee and authorization to purchase from the City's purchasing office. Beginning with the month of January, monthly budget analysis reports are prepared to present budget versus estimated expenditure variances. These reports are reviewed by Staff and presented to City Council to identify and communicate any major expenditure variances. If necessary, a budget adjustment ordinance is prepared and adopted in the fourth quarter of the fiscal year.

Finally, program goals, objectives and measures are evaluated during budget development to determine effectiveness of program activities and levels of appropriate funding.

DEPARTMENT/DIVISION PROGRAM SUMMARIES

Department/Division programs summaries are presented in a program-oriented format. Each division within a department is described by narrative information displayed facing an opposite page of resource and expenditure information in order to give the City Council and public a well rounded presentation of each division. Program summaries include the following information.

Program Description - This section outlines the function and responsibilities performed by each division or operation. It is provided to enable the reader to understand the program elements included in each particular division budget.

Major Goals and Objectives - Goals describe the purpose or benefit of the division/department and associated plans to provide services to the community and/or organizations it serves. Goals also identify the end result the division/department desires to achieve with its activities. Objectives are quantifiable steps toward accomplishing stated goals. They should have a specific time frame and be capable of measurement. Objectives should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

Performance Measures - Performance measures include workload indicators which reflect major activities of each division or operation. Workload indicators also indicate the amount of work that has been done in the past and projected workload levels for the current and following fiscal years. These indicators should require only a reasonable amount of time and effort to track. Performance measures may also include productivity indicators. Productivity indicators reflect how well a program is performing activities to meet the needs of the public. While workload indicators indicate "how much" activity the division/department is performing, productivity indicators identify "how well" the division/department is performing.

Resources - The summary of resources identified by division highlights revenues which are generated as a result of division activities. In many divisions, a change in level of activity will have an impact on associated revenues.

Expenditures - The summary of expenditures identified by division shows the category of expenses for each of the division's programs as compared from year to year.

Personnel Summary - The Personnel summary section shows the positions or personnel resources budgeted to carry out services. Personnel are stated in worker years, or full-time equivalents, job family.

Major Budget Changes - The summary of major budget changes identifies significant changes in funding levels and organizational alignment. This section also details major new programs and items proposed for funding.

BUDGETARY POLICIES

The City of Woodway practices administrative and fiscal policies which govern the formulation and administration of the annual budget. These policies are published in the "Manager's Message" of this document.

BUDGET BASIS

Formal budgetary accounting is employed for all funds of the City. Annual operating budgets are adopted each fiscal year through passage of a budget ordinance. All unencumbered budget appropriations lapse at the end of each fiscal year.

The budget for governmental fund types is prepared on a modified accrual basis with certain exceptions. Under this basis of accounting, revenues are recognized when they are both "measurable" and "available".

Those revenues subject to accrual are franchise taxes, interest revenue and charges for services. Sales tax collected and held by the State at year-end on behalf of the City is also recognized as revenue. Expenditures are recognized when the related fund liability is incurred, except for 1) inventories of material and supplies which may be considered expenditures either when purchased or used; 2) prepaid insurance and similar items which need not be reported; 3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period; 4) principal and interest on long-term debts which are generally recognized when due. The exceptions to the modified accrual basis of accounting are:

- Budgetary amounts do not include provisions for adjustment in accrued compensated absences.
- Interest on general long-term debt is recognized when due.

On the other hand, budgets for the proprietary funds are prepared on the accrual basis of accounting, with certain exceptions, under which revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The following exceptions apply:

- Budgetary amounts do not include provisions for adjustments in accrued compensated absences.
- Interest on long-term debt is recognized when due.
- Capital expenses are budgeted, but not depreciation.
- Budgetary amounts include principal for long-term debt.

FINANCIAL STRUCTURE

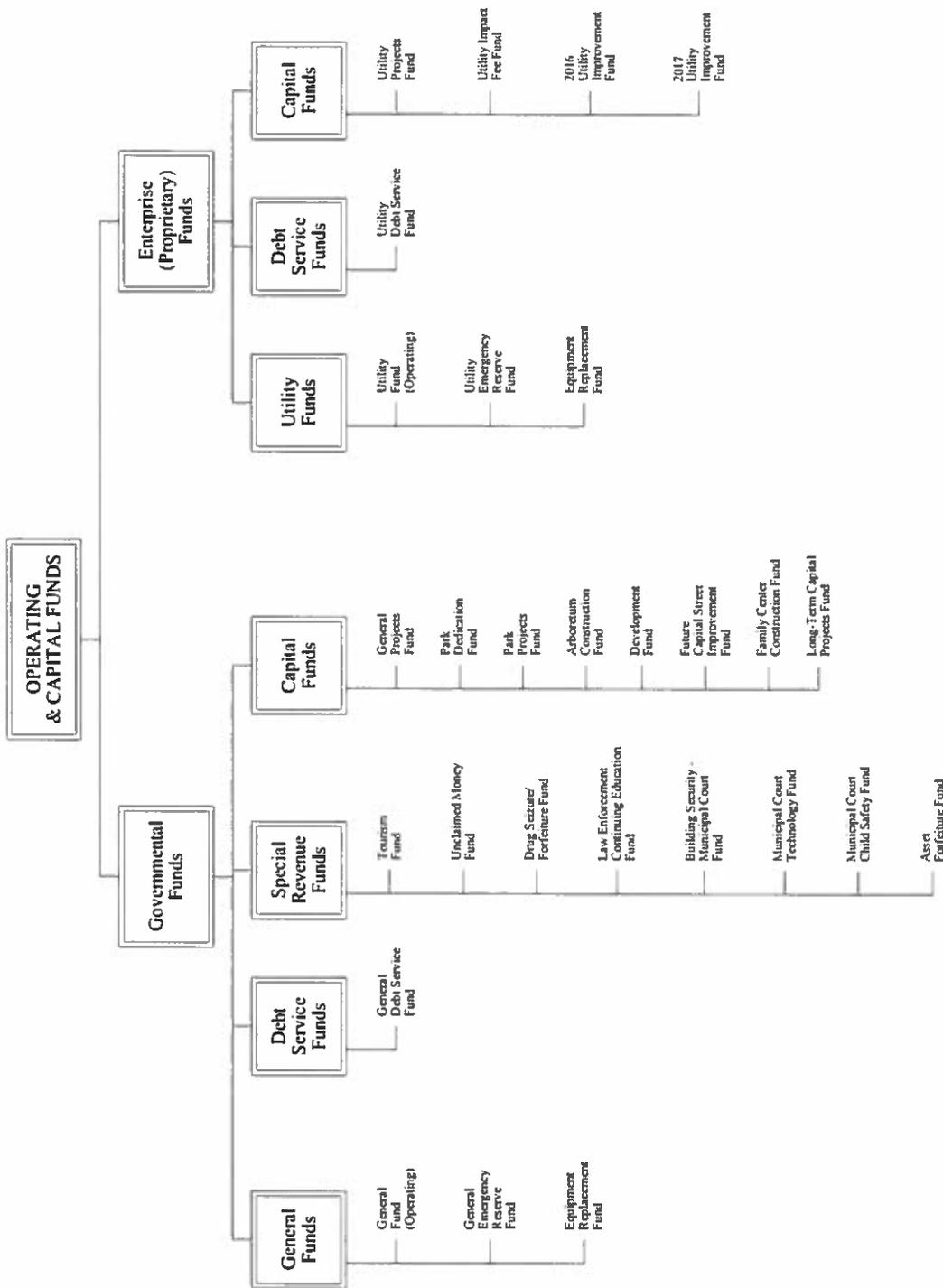
The financial structure of the Budget is organized by funds. The two types of Funds which are utilized in this budget are Governmental and Proprietary. The specific funds which make up the Governmental Fund type are: General Fund, General Emergency Reserve Fund, General Equipment Replacement Fund, General Debt Service Fund, Tourism Fund, Unclaimed Money Fund, Drug Seizure/Forfeiture Fund, Law Enforcement Officer Continued Education Fund, Municipal Court Building Security Fund, Municipal Court Technology Fund, Municipal Court Child Safety Fund, Asset Forfeiture Fund, Park Projects Fund, Park Dedication Fund, General Projects Fund, Future Capital Street Improvement Fund, Arboretum Construction Fund, Development Fund, Family Center Construction Fund, and Long-Term Capital Projects Fund. On the other hand, the Utility Fund, Utility Debt Service Fund, Utility Emergency Reserve Fund, Utility Equipment Replacement Fund, Utility Projects Fund, Utility Impact Improvements Fund, 2016 Utility Improvement Bond Fund, and 2017 Utility Improvement Bond Fund, are all Proprietary Funds.

Funds operate separately and independently from one another; therefore, they are budgeted separately and include separate financial statements. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts recording cash and other financial resources, as well as any liabilities or residual equities or balances. Normally funds are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Refer to The Chart of Accounts in the Statistical Information section for more details.

ORGANIZATIONAL RELATIONSHIPS

A department is a major administrative segment of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area (e.g., Public Safety Department, Community Services Department, etc.). The smallest organizational unit budgeted is the division. When divisions are aligned by similar type of activities or designation of management responsibility, broader operational responsibility is created and a department is established. For example, the Community Services Department is comprised of the Streets Division, Sanitation Division, Parks Division, Public Buildings Division, and Administration/Inspections Division.

CITY OF WOODWAY FUND STRUCTURE



WOODWAY, TEXAS
CITY OF WOODWAY
OPERATING & CAPITAL FUNDS

Governmental Funds

General Funds

General - includes general government activities, public safety, streets, parks, etc. These services are financed by taxes, charges for services, fines, and interest.

General Emergency Reserve - maintains an emergency reserve balance for General Fund operations as required by Finance Policy #200.10.

General Equipment Replacement - accounts for routine equipment replacement purchases on a payback basis from the General Fund.

Debt Service Funds

General Debt Service - accounts for ad valorem tax revenues and expenditures for general debt service.

Special Revenue Funds

Tourism - accounts for hotel occupancy tax revenue and expenditures authorized by State law.

Unclaimed Money - accounts for unclaimed property under \$100 as required by Chapter 76 of the Texas Property Code.

Drug Seizure/Forfeiture - accounts for money seized in drug related incidents as well as the forfeiture of these funds and authorized expenditures.

Law Enforcement Continuing Education - accounts for funds received from the state for the sole purpose of law enforcement officer education.

Building Security - Municipal Court - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of improving municipal court building security.

Municipal Court Technology - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of financing the purchase of technological enhancements for a municipal court

Municipal Court - Child Safety - established in September 2001 this fund accounts for court fees assessed for the offense of Passing a School Bus Loading or Unloading. Funds are restricted to expenses related to enhancing child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

Asset Forfeiture - accounts for money received from the sale of seized assets.

Capital Funds

General Capital Projects - provides a funding source for general City projects typically significant in cost. Revenue sources for this fund include surplus funds transferred from the General Fund and interest.

Park Dedication - accounts for funds collected in lieu of parkland dedications to be used for park development within specified zones of the City.

Park Projects - accounts for park improvements as approved by the City Parks & Recreation Commission. Projects are funded by annual transfers from the General Fund.

Arboretum Construction - accounts for construction and capital needs of the Carleen Bright Arboretum. Financing sources include bond proceeds, donations, and internal transfers.

Development - established in FY2001 to account for new Economic Development and Community Development initiatives. Programs are funded by internal transfers.

Future Capital Street Improvements - established in FY2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements.

Family Center Construction - accounts for construction and capital needs of the Family Center. Financing sources include donations, and internal transfers.

Long-Term Capital Projects - established in FY2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements.

Enterprise Funds

Utility Funds

Utility - accounts for water and sewer services that are self-supporting and operate much like a private business.

Utility Emergency Reserve - maintains an emergency reserve balance for Utility Fund operations as required by Finance Policy #200.10.

Utility Equipment Replacement - accounts for routine equipment replacement purchases on a payback basis from the Utility Fund.

Debt Service Funds

Revenue Debt Service - accounts for debt service related to water and sewer activities. Funds are provided as transfers from the Utility Fund.

Capital Funds

Utility Capital Projects - provides a funding source for water and sewer related projects typically significant in cost. Revenue sources for this fund include transfers from the Utility Fund and interest.

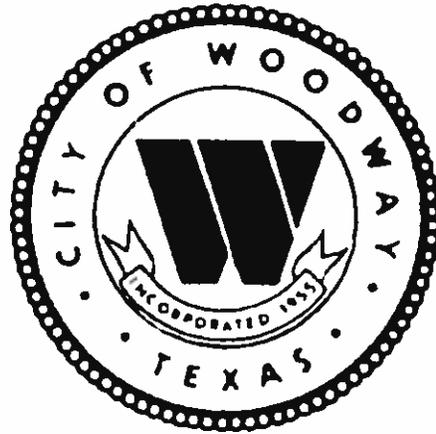
Utility Impact Improvements - accounts for impact fee revenues received for future water and sewer capital improvements resulting from economic growth as provided for in the City's impact fee program.

16 Utility Improvements - accounts for bond funds issued in 2016 for water and sewer utility improvements.

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

" Welcome Home to Woodway "

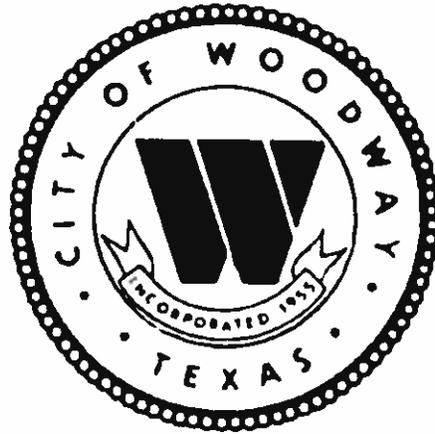
WOODWAY, TEXAS



MANAGER'S MESSAGE



WOODWAY, TEXAS





922 ESTATES DRIVE • WOODWAY, TEXAS 76712-3432 • 254/772-4480 • FAX 254/772-0695

August 30, 2018

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

RE: Operating Budget for Fiscal Year 2018-2019

I am pleased to present a balanced FY 2018-2019 Operating Budget. This budget represents our recommendations and projections for the coming year. It incorporates the priorities of the City Council as expressed during the Budget Workshop, with discussions during City Council meetings, and from the charges given through the City of Woodway Mission Statement. Also, Public Hearings were scheduled to receive input from the citizens.

The General Fund Operating Budget for 2018-2019 is \$10,410,512. This is a 2.53% increase over the 2017-2018 Budget. The revenues expected for the General Fund are \$10,410,512. The continued increase in the appraised value of property in Woodway has allowed the City to make improvements to infrastructures and amenities which helps maintain the high quality of life enjoyed by Woodway's citizens. To offset the increase in appraised property values, the City Council reduced the tax rate by \$0.02 per hundred-dollar valuation from \$0.47 to \$0.45, making the City's tax rate as low as it was in 1995. Also, in this budget, the Council allocated \$192,585 to the Parks Fund which will allow the Parks and Recreation Commission to review the equipment and facilities in the parks and identify repair, paint, and/or replacement of needed items. An additional \$115,000 was moved to assist with the facility improvement at the Family Center, and \$726,335 was transferred from the Tourism Fund to be applied to the Arboretum's debt which will save \$256,000 and shorten the pay-back time by six years.

In August of the last fiscal year, the City of Woodway made the last payment on the 2009 Street Improvement Refunded Bonds which makes the General Fund debt free.

The Utilities Fund Budget has an expected income of \$5,480,800 and the planned expenditures are \$5,480,800. This represent a 2.98% increase over last year's budget. The major costs in these budgets are the water charges from Waco for purchase of treated surface water and treatment cost of the Waco Metropolitan Area Regional Sewer System.

There are several major capital projects scheduled for this year. The first construction is on phase one of the West Fairway Road Waste Water Interceptor. There are \$7.7 million in bond funds marked for this project. Also, the City will continue replacing two-inch water lines with six-inch lines in the older parts of the city. This budget does not contain a water or sewer rate increase.

This budget follows the same practices of previous years with employee compensation. A 2% consumer price index increase has been calculated into the personnel expenditures. Also, an additional 2% increase for employees receiving an above standard evaluation and a 4% increase for an employee whose rating is significantly above standards in their evaluation. Once an employee reaches the top of their pay range, and their evaluation merits an increase, they will receive a "one-time" check in the value of their increase. They will remain at the same level in their pay range. Retention pay (or longevity pay), which compensates employees with two or more years of service with the City, will remain at \$7.50 per month. Certification/Education pay, which compensates employees with applicable certificates or degrees, will remain the same with the exception of an added degree for PhD and a category for Professional Certificates such as Plumbing Inspector, etc. All other benefits will remain the same as in past years.

For 23 consecutive years the City of Woodway has received the Distinguished Budget Presentation Award given by the Government Finance Officers Association. This award is presented because the budget document is organized and presented in a way to be used as a fiscal policy manual, operations guide, financial plan, and communications device.

A synopsis of major budget issues, an overview of projected revenues and proposed expenditures for each separate fund is provided in the follow reports.

FY 2018-19
MAJOR BUDGET ISSUES

The following is a review and outline of major budget issues for FY 2018-2019.

COMMUNITY DEVELOPMENT

Supporting City Strategies:

- (1) *Providing the most responsive possible services, by focusing on the citizens as the customer*
- (4) *Planning and providing for a strong infrastructure; and,*
- (6) *Remaining a "city of choice" by providing a model environment in which to live through enhancing and preserving the City's existing neighborhoods, unique beauty and quality of life.*

As part of a holistic approach to community development, a conservative neighborhood revitalization effort is now under formation. Recognizing that streets, drainage and utility improvements are a large part of any effort to enhance neighborhoods, other on-going community development strategies programmed are the continued infrastructure improvements.

With regard to other major infrastructure maintenance that impacts community development, we are also reprogramming a full year of our very popular slurry seal program for FY 2018-19.

As part of the concept of getting and providing each excellent quality service, several initiatives are under way. We are in the eighteenth year of our customer service work order tracking system. This continues to ensure that all customer service orders are processed in a timely manner. Customer service input will be obtained by customer through surveys and feedback. Many requests for service come through the City web site and are processed daily.

WORKFORCE DEVELOPMENT

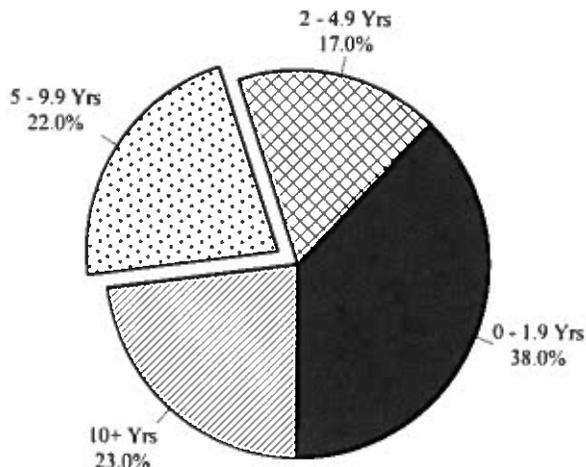
Supporting City Strategy:

- (2) *Recruiting, developing and retaining highly qualified staff.*

To borrow sentiments, which have been repeatedly expressed and discussed by the Council, "an organization is only as good as its people." Employees make the difference in any service organization. Highly qualified and productive staff members reduce the need for additional employees, improve service delivery and afford more efficient and innovative use of other resources. In the last year, turnover has improved in many areas but remains a significant problem in some operations. The average length of service for employees at the end of FY 2017-18 was 6.44 years, and turnover for the year was 16% (which may include more than one new employee in a single position - such as a maintenance worker, clerk or dispatcher.)

EMPLOYEE TENURE

(Average 6-44 Yrs)



Like all other employers in Texas and the U.S., we are dealing with the universal challenge of a more competitive labor market and associated recruiting and retention problems. In order to retain the excellent workforce we currently have in place, market adjustments as well as consumer price index and performance pay raises have been implemented.

Market Based Pay Plan Adjustments – Our pay-for-performance compensation program includes a potential annual market adjustment based upon an annual market survey conducted by the Texas Municipal League. Based upon a statewide survey of like positions across the state, our plan uses survey ranges to establish the mid-point of our own pay plan ranges. When the pay range is adjusted based upon the market survey, only employees with wage rates falling below the entry level receive an increase. No employees are impacted by this market increase for FY 2018-19.

Consumer Price Index Adjustments – After eight years of consumer price index increases, a consumer price index increase was not included in the budget for a few years, due to poor economic conditions. However, for the last six years and this year we were able to budget a 2% CPI increase for all employees receiving a meets standards or better performance evaluation.

Performance Adjustments – After fourteen years of performance-based increases, FY 2010-11 was the first year that a pay-for-performance compensation program was not included in the budget, due to poor economic conditions. However, for the last seven years and this year we were able to budget a 3% across the board increase to fund the performance adjustments. Employees are eligible for a 0%, 2%, or 4% increase depending upon their annual performance evaluation.

FY 2018-19
PROPOSED BUDGET
OVERVIEW

GENERAL FUND

In accordance with City Charter, a balanced General Fund operating budget is presented for your consideration. A tax rate of \$0.4500 is recommended, which is 2 cents less than last year.

In recognition of limited resources and the need to address major budget issues, some operating requests were deferred. With regard to new positions, one new part-time position has been added and one vacant full-time position has been removed in this budget year.

In the FY 2001-02 budget a 1.83 cent tax rate increase was dedicated to street repairs, and an additional 1.17 cents in the FY 2002-03 budget, and an additional 1.50 cents in the FY 2003-04 budget, bringing the total to 4.50 cents, which calculates to approximately \$522,518 for FY 2018-19. This was an optimistic goal that was established by Council and it will remain at 4.50 cents in the FY 2018-19 budget, and every effort will be made to maintain it in future years.

In the FY 2014-15 budget a 1.31 cent tax rate increase was dedicated to long-term capital projects and an additional .19 cents in the FY 2015-16 budget, bringing the total to 1.50 cents. This calculates to approximately \$174,173 for FY 2018-19. This was an optimistic goal that was established by Council and every effort will be made to maintain it in future years.

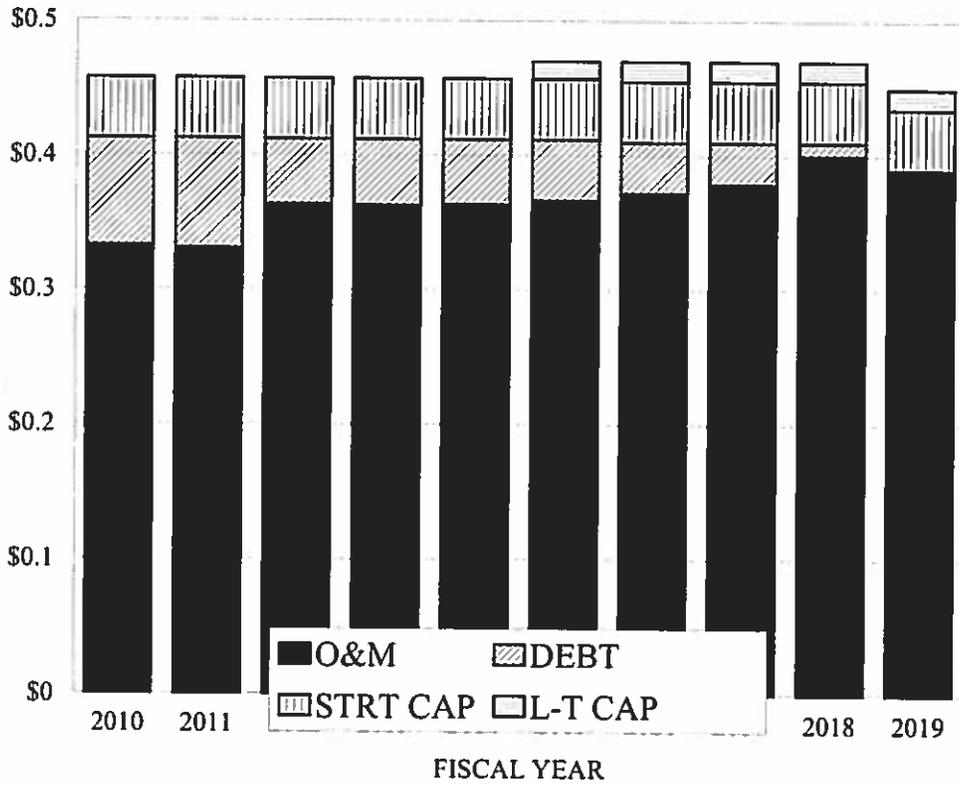
The following is an overview of General Fund revenues and expenditures in more detail.

GENERAL FUND REVENUES

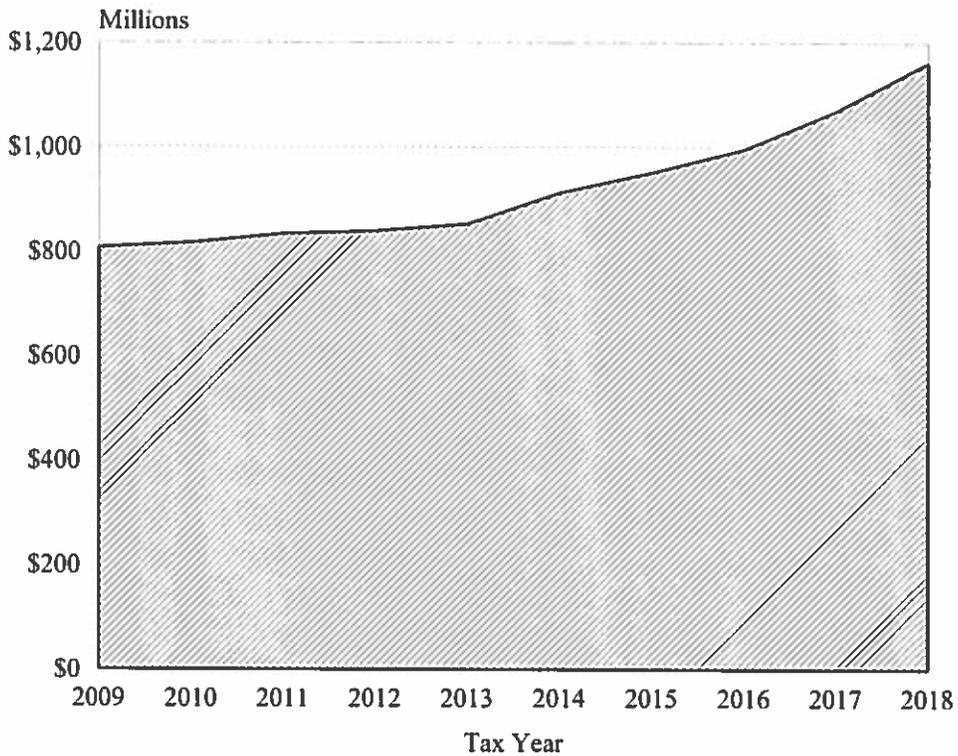
Ad Valorem (Property) Tax - Ad valorem tax revenue continues to remain a primary source of revenue for the General Fund in FY 2018-19, with property tax receipts projected at 43% of the total projected revenues. The certified roll prepared by the McLennan County Appraisal District states our assessed values as of January 1, at \$1,161,150,073. This equates to an 8.63% increase in valuations, compared to a 7.40% growth in taxable values a year ago. Using the new valuations, the City generates approximately \$116,115 for every 1 cent on the tax rate. As noted in the graphics on the following page, the City's historical property tax rate, which is earmarked for operation & maintenance, debt service, street capital, and long-term capital projects, has remained fairly level over the last 10 years. As also noted in the graphics on the following page, the City's historical property valuations have steadily increased over the last 10 years.

WOODWAY, TEXAS

HISTORICAL PROPERTY TAX RATE



HISTORICAL PROPERTY VALUATIONS

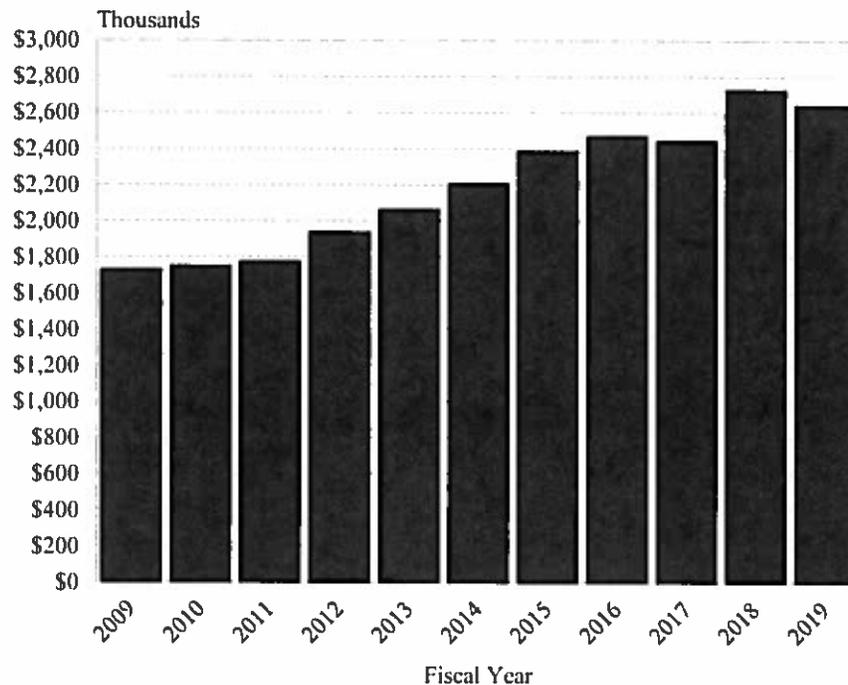


WOODWAY, TEXAS

Sales Tax – Sales tax revenue continues to remain the second largest General Fund revenue source in FY 2018-19, with sales tax receipts projected at 25% of total projected revenues. Current year receipts are on the increase and are projected to be \$179,492 over last year's actual. As noted in the graphic below, sales tax receipts had been on the increase until 2009, when poor economic conditions caused a drop. Since then they have been steadily on the increase.

SALES TAX RECEIPTS

(10 Years Actual and Budget)



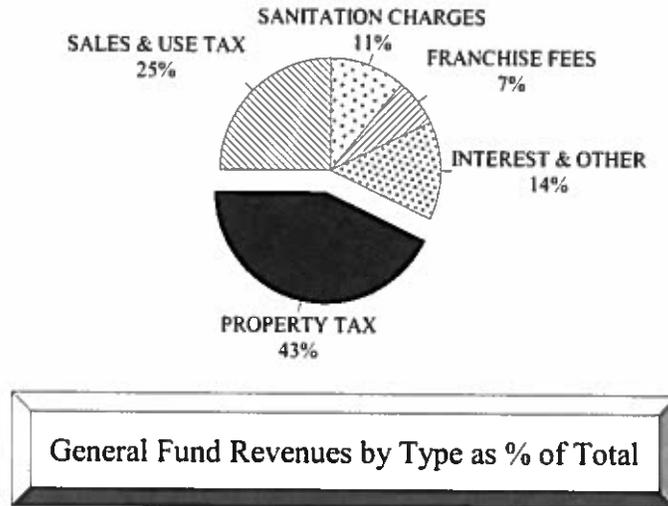
Franchise & Road/Easement Rental Fees - Franchise and road/easement rental fee revenue is anticipated to remain flat as compared to last year's budget figures. This is primarily due to budgeting conservatively to allow for variances in usage. As the Council is already aware, the State Legislature has basically determined no need for provision of franchises for telecommunications, and this fee is now based upon a standard formula applied to the City's number of access lines. In summary, franchise and road/easement rental fees as a percentage of total General Fund revenue are 7%.

Service Charges (Administrative Transfer from Utility Fund) - Service charges billed to the Utility Fund for internal support services (administration, personnel, communications, purchasing, etc.) have decreased by \$100,000, due to a change in the calculation. This "reimbursement" is calculated based upon current year General Fund budgeted expenses (see calculation provided in statistical section).

Sanitation Charges - Sanitation charges are budgeted to increase by approximately 5% as compared to last year's budget figures. This is due to providing services for additional homes and the commercial services associated with the contractors building the new homes. There was also a slight CPI increase in the City's contract with the City of Waco for landfill usage.

WOODWAY, TEXAS

Other Revenues - The balance of revenues, such as fines, interest, fees and permits, are budgeted to increase by 3% for FY 2018-19 as compared to last year's budget figures. The majority of this increase relates to increases in building permit fees due to more building activity.



GENERAL FUND EXPENDITURES

SALARIES AND WAGES

General Fund salary/wages and benefits decreased by \$73,971. This is an overall decrease of 1% for full year funding of existing positions, less one vacant full-time position removed and one new part-time position added, and related benefit adjustments. There were also several retirements, which resulted in their replacements being paid less than the retirees.

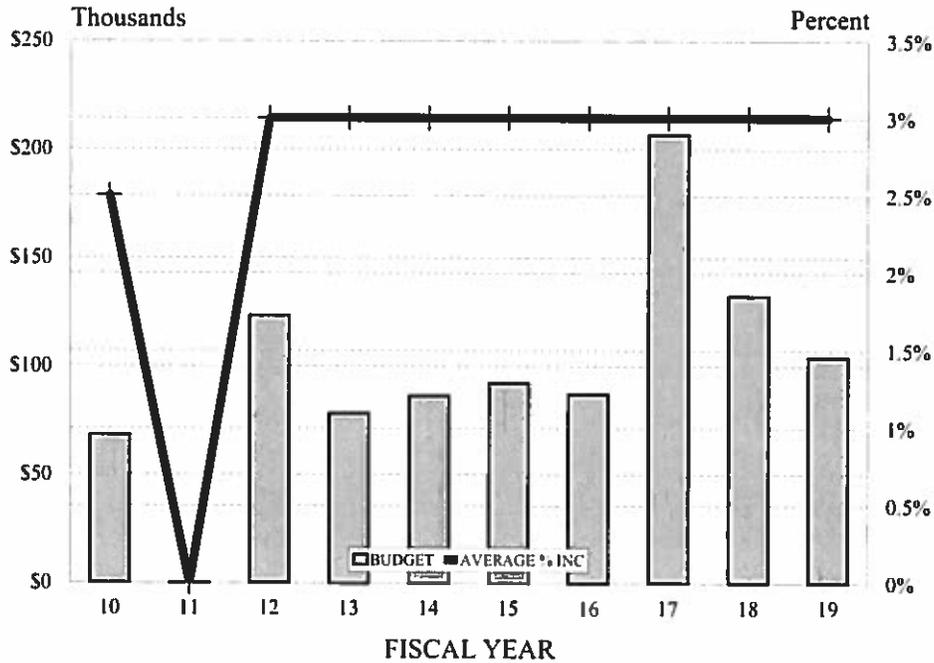
As mentioned under major budget issues, the City's *Pay-for-Performance* compensation program is comprised of the following two components:

* Market Adjustments (effective October 1) - Each position is annually surveyed to determine a competitive market rate. The competitive rate establishes the mid-point of each pay range. The rate of pay for positions falling below entry level on a respective pay range is incorporated as pay plan adjustments.

* Performance Increases (effective beginning Nov. 1, through Dec. 1) - Each employee will be eligible for an increase based upon performance as determined by an annual performance evaluation. Performance increases range from 0%-4% depending upon the employee's performance rating.

WOODWAY, TEXAS

GENERAL FUND
HISTORICAL PAY PLAN ADJUSTMENTS
(Market and Performance Based)



The combined cost of General Fund market adjustments and performance increases is approximately \$103,963 (\$0 for market increases and \$103,963 for performance adjustments). As noted in the above graph, there are large increases in several of the years, which are attributed to large market adjustments in those years. The performance increases are fairly constant from year to year, while the market adjustments will fluctuate from year to year with market conditions.

Benefits – The City changed from The Texas Municipal League Group Benefits Risk Pool to Blue Cross/Blue Shield for our health/medical and dental insurance in FY 2006-2007. This is our thirteenth year to use Blue Cross/Blue Shield for our health/medical insurance. The City changed from Blue Cross/Blue Shield for our dental insurance in FY 2010-2011 because their rates were less competitive. Over the past few years the City has used Aetna, Guardian, and Principal for our dental insurance because their rates were more competitive. This will be our second year in a row to use Blue Cross/Blue Shield for dental insurance due to their more favorable rates. The City also added basic vision insurance with Principal two years ago and will continue this year with Principal. Our health/medical insurance rates increased by 5% and our dental insurance rates increased by 5% in FY 2018-19. Our Texas Municipal Retirement System rate will increase slightly from 16.56% to 16.61%, effective January 1, 2019.

NEW EMPLOYEES

One new part-time employee is funded in the FY 2018-19 budget.

NEW & EXISTING PROGRAM ENHANCEMENTS

Proposed new programs and program enhancements, most of which have already been mentioned under major budget issues, are limited to the following:

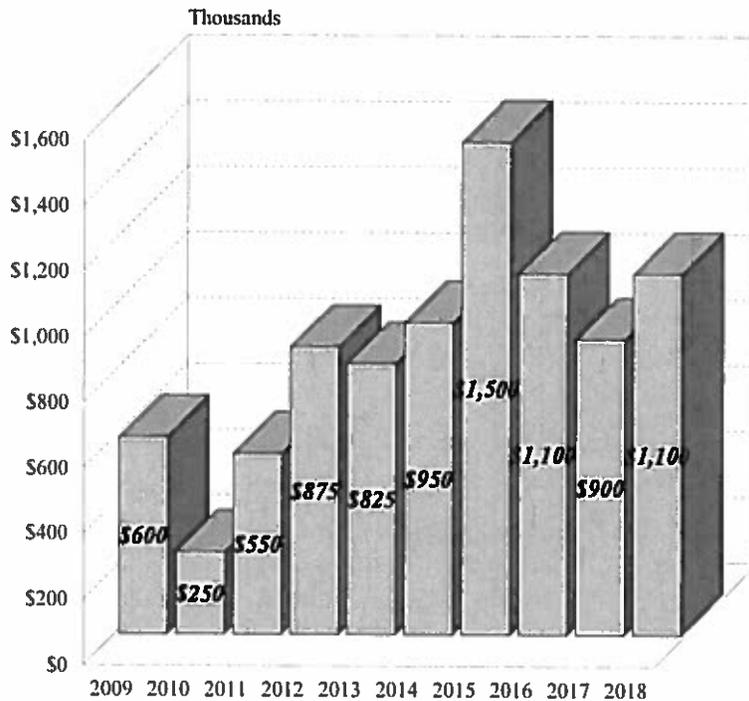
General Rate Increase	\$86,754
Retention Pay	49,615
Certificate/Education Pay	<u>41,940</u>
Total	\$178,309

CAPITAL EXPENDITURES

Total capital outlay, including transfers, is \$837,005 vs. last year of \$525,400 as detailed below.

Capital Transfers - A "budgeted" capital transfer as a source of revenue for the General Projects Fund is omitted due to funding constraints. However, an estimated projected \$1,100,000 surplus is available for transfer to the General Projects Fund at the end of the current year.

**HISTORICAL YEAR END CAPITAL TRANSFERS FROM
GENERAL FUND**



Equipment Replacement Transfers - The General Fund budget proposes \$415,400 in equipment replacement transfers for purchases made in prior years. This represents a \$76,100 decrease compared to last year's budget. Equipment purchased out of this fund has been set up for "payout" over the equipment's anticipated useful life. Equal annual payments are made into the Equipment Replacement Fund until such time that the original purchase price is recovered. Funds accumulated on each piece of equipment may then be used to purchase replacement equipment.

Miscellaneous Capital Outlay - Representing a \$19,880 decrease in miscellaneous capital funding, direct purchase of these types of items from the General Fund is limited to the following:

WOODWAY, TEXAS

<u>Item</u>	<u>Cost</u>	<u>Division</u>
1 - Computer	\$2,500.00	Administration
1 - Floor Scrubber	4,000.00	Arboretum
1 - Ice Melt Spreader	1,400.00	Streets
1 - Dispatch Center Upgrades	<u>6,120.00</u>	Public Safety
Total	\$14,020.00	

GENERAL FUND SUMMARY

The total proposed increase in General Fund expenditures, as compared to the FY 2017-18 budget (after backing out miscellaneous capital items), is \$276,513 (or 3%). Below is a summary of the items which account for the majority of the increase:

Park Project Fund Transfer	\$192,585
Emergency Reserve Fund Transfer	<u>100,000</u>
	\$292,585

Even after an anticipated current year-end surplus transfer out of \$1,100,000, fund balance is estimated to be \$2,289,462. This allows the City to maintain its goal of approximately 90 days working capital reserve in undesignated fund balance.

UTILITY FUND

The Utility Fund operating budget for FY 2018-19 is also balanced as presented. No water or sewer rate adjustments are required this year. As illustrated below, we will continue to offer some of the most competitive utility rates in the area.

AREA WATER RATE COMPARISON

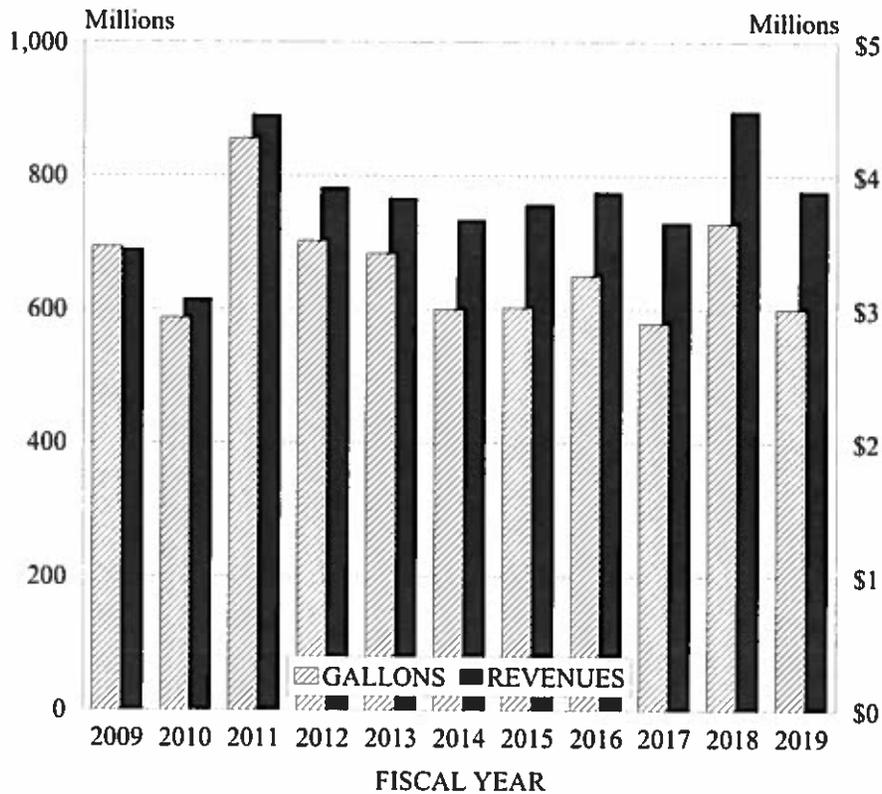
USAGE (GALLONS)	BELLMEAD	HEWITT	LACY LAKEVIEW	LORENA	McGREGOR	ROBINSON	WACO	WOODWAY
10,000	\$45.00	\$65.60	\$67.75	\$81.88	\$97.32	\$95.55	\$53.44	\$60.40
20,000	\$80.00	\$123.20	\$116.05	\$155.28	\$164.42	\$147.35	\$90.84	\$103.40
30,000	\$115.00	\$181.70	\$165.15	\$228.68	\$236.07	\$199.15	\$140.49	\$151.40
40,000	\$150.00	\$240.20	\$214.25	\$302.08	\$312.27	\$250.95	\$198.19	\$205.15
80,000	\$290.00	\$474.20	\$410.65	\$595.68	\$647.37	\$458.15	\$428.99	\$443.15

Data as of October 2018

UTILITY FUND REVENUES

Water Sales - Considering water sales through the end of September, FY 2017-2018 residential and commercial water sales are estimated to amount to approximately \$219,000 more than programmed for FY 2017-18. As noted in the graphic below, historical water usage varies from year to year, depending on weather conditions. FY 2011 and FY 2018 were dry years. FY 2010, FY 2014, FY 2015, and FY 2017 were wet years. FY 2009, FY 2012, FY 2013, and FY 2016 were average years and FY 2019 water sales are estimated to be below average. Also, historical water rates were increased in FY 2009, FY 2010, FY 2011, FY 2012, FY 2013, FY 2015, FY 2016, and FY 2017 to fund increased wholesale water purchases and water rates, as well as a water improvement bond issue in FY 2017.

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



Sewer Sales - Due to slightly below average water consumption during the winter months used to calculate sewer rates, sewer revenues for FY 2017-18 are estimated at \$5,000 below budget.

Other Revenue - Other Utility Fund revenues for FY 2017-18 (such as tap and connection fees, interest income and miscellaneous income) are estimated at \$49,000 above budget. This is primarily due to an increase in water reconnect & transfers and miscellaneous income. In FY 2018-19 other revenue is projected conservatively to remain below the FY 2017-18 budget.

UTILITY FUND EXPENDITURES

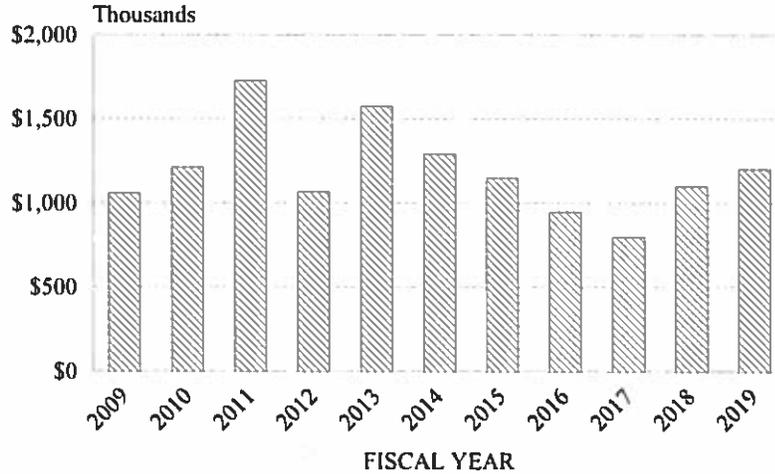
SALARIES AND WAGES

Salaries and wages (including benefits) in the Utility Fund are budgeted to increase by \$30,742 as compared to the current year budget. This is an overall increase of 3.3% for full year funding of existing positions and related benefit adjustments.

OTHER MAJOR EXPENDITURES

Purchase of Wholesale Water - Bluebonnet W.S.C. has finalized its budget and wholesale water rates for FY 2018-19 have remained at \$3.20/thousand, which by contract is the same rate that the City of Waco charges Woodway for wholesale water. The City's minimum annual take or pay from Bluebonnet has remained at \$115,200. The dollar amount of water purchases from the City of Waco is budgeted to be flat as compared to the current year budget. We are estimating water purchases to be equal to the budget this year, but we slightly increased the budget for water purchases next year to be conservative.

HISTORICAL WHOLESALE WATER COSTS



Note 1: Figures for FY2018 & FY2019 represent projections, while prior years are actual.
 Note 2: Woodway became a member of Bluebonnet WSC in 1997.

In summary, total wholesale water cost has been budgeted to increase for FY 2018-19.

Sewer Treatment - Sewer treatment costs allocated to Woodway for FY2018-19 are \$361,800, which is \$15,156 less than the current year.

Capital Expenditures – A budgeted capital transfer as a source of revenue to the Utility Projects Fund is omitted from FY 2018-19 due to funding constraints. However, a projected \$600,000 surplus is available for transfer to the Utility Projects Fund at the end of the current year primarily due to increased water sales as well as decreases in expenditures.

A few routine miscellaneous capital items are also budgeted in the Utility Fund this year for miscellaneous machinery and equipment (\$2,600). Finally, a transfer to the Equipment Replacement Fund in the amount of \$167,800 is budgeted utilizing the same methodology described in presentation of the operating General Fund.

Services - As mentioned under a discussion of General Fund revenues, the reimbursement for services performed by General Fund operations to support utility operations have decreased by \$100,000 pursuant to an "in-house" cost allocation of administrative services, finance, street repair, and communications. This "reimbursement" is calculated based upon current year General Fund budgeted expenses (see calculation provided in statistical section).

UTILITY FUND SUMMARY

Utility Fund expenditures in the budget as compared to the prior year budget are \$158,500 more. This increase can be attributed to an increase in the contingency/emergency expenditure line item in the water department. This will help fund any unforeseen emergencies that may arise during the year.

OTHER FUNDS**DEBT SERVICE FUNDS**

General Debt Service Fund - As compared to FY 2017-18, debt service funding is decreased by \$151,250, or 100.0%. This change is due to our final debt issue maturing in 2018. The debt service tax rate for FY2018-19 will be \$0.00 as compared to \$0.009472 for the prior year.

Utility Debt Service Fund - With regard to Utility debt service requirements, funding has increased by \$61,452 as compared to the prior year. This change is due to new utility improvement debt issued in FY 2017-18 that was funded for a partial year in FY 2017-18 and will be funded for a full year in FY 2018-19.

CAPITAL PROJECT FUNDS

General Projects Fund - This Fund begins FY 2018-19 with a projected fund balance of \$3,779,793. With additional interest earnings and miscellaneous income of \$35,000 brings the total projected resources to \$3,814,793. General Projects Fund expenditures include: Slurry Seal Program for \$300,000, Harbor Drive Reconstruction for \$700,000, Highway 84 Beautification for \$232,000, Family Center Parking/Expansion for \$100,000, and Rehab Fuel Tanks for \$13,000.

Total programmed expenses equaling \$1,345,000 will leave a projected fund balance of \$2,469,793.

Utility Projects Fund - This fund is projected to begin FY 2018-19 with a fund balance of \$170,774. With additional interest earnings of \$0 brings the total projected resources to \$170,774. Utility Projects Fund expenditures include Miscellaneous Pump/Well Repairs for \$150,000, Water Master Plan Update for \$60,000, Acorn Storage Tank Rehab for \$100,000, Acorn Well Pump House for \$65,000, Santa Fe Well Pump House for \$50,000, Hwy 84 Well Pump House for \$200,000, Replace 2" Water Line With 6" Water Line for \$600,000, and Bosque-Santa Fe Water Line for \$220,000.

Total programmed expenses equaling \$1,445,000 will leave a projected fund balance of (\$1,274,226). All of the projects were budgeted in anticipation of a higher than estimated year end surplus transfer. Some of the projects will need to be postponed until funding becomes available.

2016 Utility Improvement Fund - This fund accounts for \$3,700,000 in certificates of obligation sold for utility improvements which correspond to the aforementioned bond program. This fund is projected to begin FY 2018-19 with a fund balance of \$1,240,695. With additional interest earnings of \$10,000 brings the total projected resources to \$1,250,695. A total of \$1,200,000 is programmed for utility related work, leaving a balance in this fund of \$50,695.

Future Capital Street Improvement Fund - This fund was established in FY 2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements to offset debt issues and payment of such debt requirements. This fund is projected to begin FY 2018-19 with a fund balance of \$2,254,894. With additional tax revenues of \$524,518, interest and penalties of \$1,500 and interest earnings of \$25,000 brings the total projected resources to \$2,805,912. A total of \$0 is programmed for street projects, leaving a balance in this fund of \$2,805,912.

Arboretum Construction Fund - This capital fund was established to better account for Arboretum related capital improvements, particularly since City funding continues to be so leveraged by private donations and sponsorships. Miscellaneous improvements programmed for FY 2018-19 are: Pavilion Improvements for \$10,000 and Designated Memorial/Honorarium items yet to be determined by respective donors and the Arboretum Board for \$40,000.

Family Center Construction Fund - This capital fund was established to better account for Family Center related capital improvements, particularly since City funding continues to be so leveraged by private donations and sponsorships. Miscellaneous improvements programmed for FY 2018-19 are: Capital Improvements for the facility for \$115,000.

WOODWAY, TEXAS

Park Projects Fund - This fund was established for projects associated with the City's park lands as considered by the Park Board. These projects are funded by internal transfers from the General Fund and currently has a balance of \$221,862. Projects programmed for FY 2018-19 are: Poage Park Improvements for \$29,000, and Miscellaneous Parks Board Projects for \$192,585, leaving a balance in this fund of \$277.

Long - Term Capital Projects Fund - This fund was established in FY 2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements. This fund is projected to begin FY 2018-19 with a fund balance of \$582,932. With additional tax revenues of \$174,773, interest and penalties of \$500 and interest earnings of \$7,000 brings the total projected resources to \$765,205. A total of \$0 is programmed for street projects, leaving a balance in this fund of \$765,205.

OTHER FUNDS

Equipment Replacement Funds - The Equipment Replacement Funds begin FY 2018-19 with an estimated fund balance of \$1,455,867 and an additional \$595,700 is budgeted as new revenue from operating transfers and interest earnings. Budgeted expenditures amount to \$1,034,188 for routine replacement items such as patrol and staff cars, machinery & equipment and work trucks. Again, revenue transfers are based upon prior purchases, calculating payments for equipment purchased in equal installments over the equipment's useful life. This fund, established in 1994 for the purchase of large equipment, also levels the "peaks" and "valleys" in operating funds when the level of equipment purchased is not consistent from year to year.

Emergency Reserve Funds - These two separate reserve funds for general and utility operations are recommended to be retained at \$150,000 and \$250,000 respectively. In FY 2018-19 the general balance is being raised from \$150,000 to \$250,000 to be equal to the utility balance.

Tourism Fund - FY 2018-19 revenues are projected to increase, as activity continues to grow in the City's six hotels.

As the Council is well aware, these funds are very restricted with regard to how they might be used for bonifide tourism related activities. After year end tourism transfers, this fund is anticipated to end FY 2018-19 with a fund balance of \$969,193, which will be used for future tourism improvements like the event pavilion.

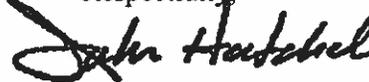
CONCLUSION

The total combined operating budget (General Fund and Utility Fund) for FY 2018-19 is \$15,891,312, which includes transfers to other funds for capital expenditures and reimbursement for services, performed by General Fund operations. The total combined capital expenditures budget for FY 2018-19 for all funds is \$13,127,393.

I want to express appreciation to the Directors and Department heads who worked to develop realistic plans of doing more for less while maintaining the goal of delivering quality service to the citizens. Also, appreciation goes to the Woodway City Council for their involvement and input which expressed the desires and input from their constituents. Their participation helped mold this into a better operating plan for 2018-2019.

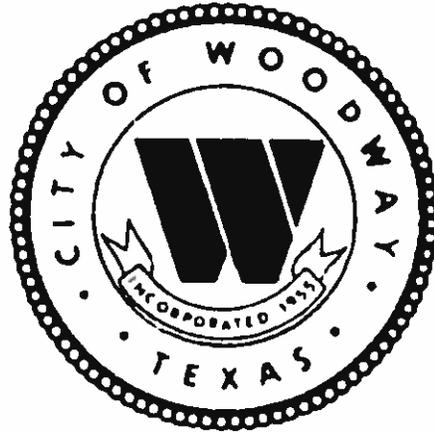
I would be remised if I did not congratulate William Klump, Director of Finance, for his hours of work and efforts on this budget. Through his labors, the City was honored again by receiving the Government Finance Officer's Association Distinguished Budget Presentation Award for fiscal year 2018. The staff and employees look forward to another productive year.

Respectfully,



John Hatchel
Interim City Manager

WOODWAY, TEXAS



**ADOPTING
INSTRUMENTS**



ORDINANCE 18-01

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF WOODWAY, TEXAS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019; PROVIDING FOR A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS ADOPTED WAS NOTICED AND HAS BEEN OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, notice of a public hearing on the budget for the City of Woodway, Texas, for the fiscal year 2018-2019 was heretofore published at least fifteen (15) days in advance of said public hearing; and

WHEREAS, a public hearing on the said budget was duly held on the 16th day of August 2018, and all interested persons were given an opportunity to be heard for or against any item thereof;

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

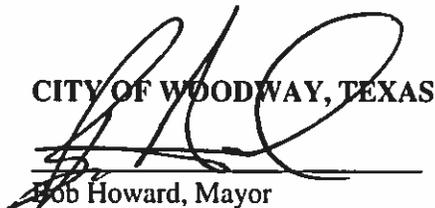
SECTION 1: That the City Council hereby adopts and approves the revised proposed budget as filed with the City Secretary for the fiscal year beginning October 1, 2018, through September 30, 2019, and hereby appropriates the amounts as specified therein.

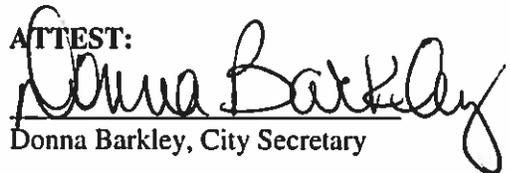
SECTION 2: That the City Manager shall cause copies of the budget to be filed with the City Secretary and the County Clerk of McLennan County.

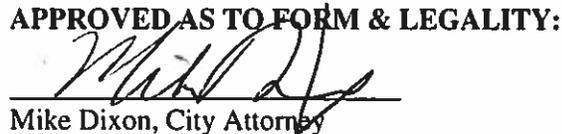
SECTION 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

SECTION 4: That it is hereby officially found and determined that the meeting at which this Ordinance is adopted was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 30th day of August 2018.

CITY OF WOODWAY, TEXAS

Bob Howard, Mayor

ATTEST:

Donna Barkley, City Secretary

APPROVED AS TO FORM & LEGALITY:

Mike Dixon, City Attorney

WOODWAY, TEXAS

CERTIFICATION OF SEPARATE VOTE:

The City Council voted separately and additionally to ratify the increase in property tax revenues reflected in the adopted FY2018/2019 budget by a vote of 5 AYES to 0 NAYS with 0 abstentions.

ATTEST:

Anna Barkley
City Secretary

WOODWAY, TEXAS

ORDINANCE 18-02

AN ORDINANCE LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WOODWAY, TEXAS, FOR THE YEAR 2018

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

SECTION 1: THAT there shall be levied and collected and hereby levied for the support of the municipal government of the City of Woodway, Texas, for year 2018 upon all taxable real and personal property within the corporate limits of the city subject to taxation, a rate of .4500 on each \$100.00 of assessed valuation of property.

Each one hundred dollar valuation, to wit:

For the purposes of maintenance and operations	.450000*
For the payment of principal and interest on the debt of this City	.000000

* .390000 general, .045000 capital street improvements, and .015000 long-term capital projects

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.82 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-10.53.

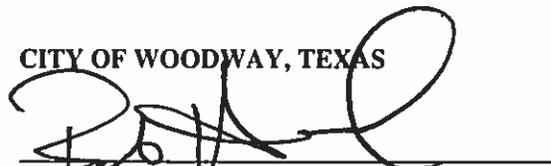
SECTION 2: THAT all receipts appropriated by this Ordinance are hereby made to the above funds.

SECTION 3: THAT all 2018 ad valorem taxes shall be paid before February 1, 2019, and taxes not paid by that time shall be increased by such penalty and interest as provided by law.

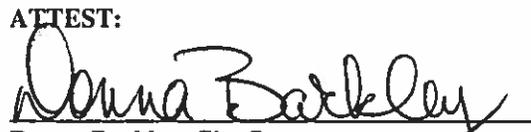
SECTION 4: THAT this Ordinance shall be in full force and effective immediately upon passage by the City Council.

SECTION 5: THAT it is hereby officially found and determined that the meeting at which this Ordinance is passed was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 30th day of August 2018.

CITY OF WOODWAY, TEXAS


 Bob Howard, Mayor

ATTEST:


 Donna Barkley, City Secretary

APPROVED AS TO FORM & LEGALITY:


 Mike Dixon, City Attorney

FINANCE POLICIES



CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.01

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET PERIOD

PAGE 1 OF 1

The fiscal year of the City shall begin on October 1st of each calendar year and will end on September 30th of the following calendar year. The fiscal year will also be the accounting and budget year. All funds collected by the City during any fiscal year including both current and delinquent revenue shall belong to such fiscal year and, except funds derived to pay interest and create a sinking fund on any indebtedness of the City, may be applied to the payment of the expenses incurred during such fiscal year. Any revenues uncollected at the end of any fiscal year, and any unencumbered funds actually on hand, shall become resources of the next succeeding fiscal year.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.02

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET SUBMISSION

PAGE 1 OF 1

The City Manager, prior to August 1st of each year, shall prepare and submit a proposed budget, covering the next fiscal year, to the Council which shall contain the following information:

- (a) The proposed financial policies for the next year with explanations of any change from previous years in expenditures and any major changes of policy and a complete statement regarding the financial condition of the City;
- (b) An estimate of all revenue from taxes and other sources, including the present tax structure rates and property valuation for the ensuing year, together with tax levies and collections for the last five (5) years;
- (c) A carefully itemized list of proposed expenses by office, department, agency, employee, project and an unallocated reserve fund for the budget year, as compared to actual expenses of the last ended fiscal year, and the present year-to-day;
- (d) A description of all outstanding bond indebtedness, showing amount, purchaser, date of issue, rate of interest, and maturity date, as well as any other indebtedness which the City has incurred and which has not been paid.
- (e) A statement proposing any capital expenditures deemed necessary during the next budget year and recommended provisions for financing;
- (f) A projected list of capital projects which should be undertaken within the five (5) next succeeding years; and
- (g) Such other information as may be requested by the Council.

WOODWAY, TEXAS

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.03

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: PUBLIC RECORD

PAGE 1 OF 1

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the City Council and shall be a public record. The City Manger shall provide copies for distribution to all interested persons.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.04

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: PUBLIC HEARING

PAGE 1 OF 1

At the Council meeting at which the proposed budget is submitted the Council shall name the date and place of a public hearing to be held thereon and shall cause to be published in the official newspaper of the City the time and place of such hearing, which will be not less than fifteen (15) days after the date of the notice. At this hearing, interested citizens may express their opinions concerning the proposed budget.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.05

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET ADOPTION

PAGE 1 OF 1

After public hearing, the Council shall analyze the proposed budget, making any additions or deletions which it feels appropriate, and shall, at least ten (10) days prior to the beginning of the next fiscal year, adopt a budget by a majority vote. Should the Council take no final action on or prior to such date, the then existing budget, together with its tax-levying ordinance and its appropriation ordinance shall be deemed to have been finally adopted by the Council. No budget shall be adopted or appropriations made unless the total of estimated income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this article.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.06

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: APPROPRIATION

PAGE 1 OF 1

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes named therein. Except as provided in this Article, no funds of the City shall be expended nor shall any obligation for the expenditure of money be incurred, except pursuant to the annual appropriation ordinance provided by this article. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the fund from which appropriated and become available for reappropriation for the next fiscal year. The Council may transfer any unencumbered appropriation balance or portion thereof from one office, department, or agency to another, at any time. The City Manager shall have authority, without Council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the City.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.07

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BALANCED BUDGET REQUIREMENT

PAGE 1 OF 1

The total estimated expenditures of the general fund and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Governmental Accounting or some other nationally accepted classification.

The summary, the City of Woodway will develop balanced budgets in which current resources (current revenues plus fund balance) will equal or exceed current expenditures. The City will avoid budgetary procedures that balance the budget at the expense of meeting future years expenses, such as: postponing expenditures, accruing future years revenues, or rolling over short-term debt. The budget will provide for adequate maintenance and replacement of capital plant and equipment.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES NUMBER: 200.08
SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT
TITLE: EMERGENCY APPROPRIATION PAGE 1 OF 1

At any time in any fiscal year, the Council may make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriation shall be by ordinance adopted by the favorable votes of three-fourths of the Council members qualified and serving. The total amount of all emergency appropriations made in any fiscal year shall not exceed two and one-half (2½) percent of the tax levy for that fiscal year. Should the unappropriated and unencumbered revenues, income and available funds of the City for such fiscal year be insufficient to meet the expenditures under the appropriation authorized by this section, thereby creating a deficit, the Council shall include the amount of such deficit in its budget for the following fiscal year, during which such deficit shall be paid off and discharged.

In the absence of unappropriated available revenues or other funds to meet emergency appropriations under the provisions of the next preceding section, the Council may by resolution authorize the borrowing of money to meet such deficit by the issuance of notes, each of which shall be designated "Emergency Note" and may be renewed but all such notes and any renewals thereof shall mature and be payable not later than the last day of the fiscal year next succeeding the fiscal year in which the emergency appropriation was made, as provided in the last preceding section.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 1 OF 2

1. Revenue Goal. The City shall attempt to maintain a diversified and stable revenue system to shelter it from short run fluctuations in any one revenue source.
2. Development of Revenue Projection. The City will estimate its annual revenues using an objective analytical process. The City will project revenues for the next two years and five years; and, these projections will be updated annually. Each existing and potential revenue source will be examined annually.
3. User Charges and Fees Required. User charges and fees will be established at a level related to the cost of providing the services. The City will recalculate a full cost of activities supported by user fees to identify the impact of inflation and other cost increases.

Enterprises Funds: The City shall establish user fees and charges that fully support the total direct and indirect cost of the activity. Indirect costs include the cost of administration borne by other operating funds.

The City Council shall periodically set water rates so that there will be no deficit spending; and the water system budget will be balanced and all costs and expenses of the City water system expansion (including, but not limited to, ownership, acquisition, expansion, operation and maintenance) shall be paid from water system funds.

In order to prevent ad valorem property tax increases, no ad valorem property tax funds collected or received by the City shall be used to pay or subsidize any costs or expense of the City water system.

General Fund: The City shall establish and maintain fees for activities that are supported by the user. For each supported activity, the City shall establish the rate or fee necessary. Fees shall be reviewed annually and adjusted when necessary to maintain the proper level.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 2 OF 2

4. Tax Collection. The City will follow an aggressive policy of collecting property tax revenues.
5. Tax Assessment. The City will monitor the appraisal procedures of the McLennan County Tax Appraisal District and provide necessary input to assure that sound appraisal procedures are maintained.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES NUMBER: 200.10

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: RESERVE POLICIES PAGE 1 OF 1

Undesignated Emergency Reserve Fund Balances. In addition to maintaining operating contingency funds of 1% of total budgeted fund expenditures, the City will establish operating reserves to provide for unanticipated expenditures or revenue shortfalls of a nonrecurring nature. These reserves will be maintained at \$150,000 for General Fund operations and \$250,000 for Utility Fund operations.

Working Capital. End of year fund balances will be sufficient to provide working capital for the various funds that will assure a positive cash balance at all times during the year; and/or the fund balances will provide for ninety (90) days working capital.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.11

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: LONG-TERM DEBT

PAGE 1 OF 1

General Obligation Debt. The City is a Home Rule Charter City with a maximum authorized property tax rate for all purposes of \$2.50 per \$100 assessed valuation. This maximum tax rate is imposed by the Constitution of the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax of \$1.50 per assessed valuation, based on 90% collections. It is the policy of the City to maintain the debt service tax rate at a fairly constant level while not exceeding the industry median.

Combination Tax and Revenue Debt. It is the City's policy to fund as many projects as possible from Capital Project Funds and to incur new debt only when necessary for larger projects. All Combination Tax and Revenue Debt is 100% self-supporting. In determining the timing for issuance of new debt, the objective is to minimize the overall debt service; therefore, new debt issuance is usually timed to coincide with a decrease in current debt service.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENT

TITLE: INVESTMENT POLICIES

PAGE 1 OF 9

I. OVERVIEW

This policy is created to comply with all current requirements of the Texas Public Funds Investment Act, Section 2256 of the Texas Government Code. It is the policy of the City of Woodway (City) to invest public funds in a manner which will provide for safety of principal and a market rate of interest while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds. The City's investment policy, as approved by the City Council, is adopted to provide investment policy guidelines for use by City Staff.

II. SCOPE

This policy applies to all investment activities of the City's funds except those subject to other investment covenants, or excluded by contract. All funds covered by this policy shall be invested in accordance with the Public Funds Investment Act (Section 2256 of the Texas Government Code), as amended. These funds are accounted for in the City's annual financial report and include:

- A. General Fund
- B. Utility Fund
- C. Debt Service Funds
- D. Capital Projects Funds
- E. Emergency Reserve Fund
- F. Special Revenue Funds
- G. Equipment Replacement Fund

III. OBJECTIVES

The primary objectives, in priority order, of investment activities shall be:

A. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective shall be to mitigate credit risk and interest rate risk.

1. Credit Risk

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 2 OF 9

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- a. Limiting investments to the safest types of securities;
- b. Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisors with which the City will do business; and,
- c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and,
- b. By investing operating funds primarily in shorter-term securities.

B. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands.

C. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of interest throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair rate of interest relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

1. A declining credit security could be sold early to minimize loss of principal;
2. A security swap could be used to adjust average portfolio maturity or improve the quality or yield of the portfolio; or,
3. Liquidity needs of the portfolio require that the security be sold.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 3 OF 9

IV. STANDARDS OF CARE

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with the investment policy and written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. Ethics and Conflicts

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment officers shall refrain from undertaking personal investment transactions with the same individual person with whom business is conducted on behalf of the City.

An investment officer of the City who has a personal business relationship with a business organization offering to engage in an investment transaction with the entity shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the investment officer shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council. For purposes of this subsection, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 4 OF 9

2. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

C. Investment Officer

Authority to manage the City's investment program is derived from Texas Local Government Code, Chapter 104. Management responsibility for the investment program is vested in the City Manager, and may be delegated to the Finance Director. Written procedures for the operation of the investment program consistent with this investment policy shall be established. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the established procedures.

D. Required Training

The City Manager and/or Finance Director shall attend at least one training session relating to the responsibilities of maintaining the investment portfolio within 12 months after taking office or assuming duties and shall receive no less than 10 hours of instruction related to investment functions. Thereafter eight hours of investment training is required in every two year period that begins on the first day of the fiscal year and consists of the two consecutive fiscal years after that date. Such training, from an independent source as approved by City Council, shall include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act.

V. INVESTMENT STRATEGIES

The City's investment portfolio shall be designed with the objective of obtaining a market rate of interest throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

A. Market Yield Benchmark

The City's investment strategy is conservative. Given this strategy, the basis used by the Finance Director to determine whether market yields are being achieved shall be the 91-day T-bill rate.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 5 OF 9

B. Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest operating funds in securities maturing more than 12 months from the date of purchase, unless approved by the City Council.

Capital Projects funds may be invested in securities exceeding 12 months if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds. Reserve funds may be invested in securities exceeding 12 months provided that the maturity of such investments do not exceed the initial call date on the related bond issue.

C. Diversification

The City will seek to diversify investments in order to avoid incurring unreasonable risks.

VI. SAFEKEEPING AND CUSTODY

A. Authorized Financial Dealer and Institution

The Finance Director shall maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Texas. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

1. Audited financial statements;
2. Proof of Financial Industry Regulatory (FINRA) certification;
3. Proof of state registration;
4. Completed broker/dealer questionnaire; and,
5. Certification of having received the City's investment policy.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City invests. An annual review of the financial condition and registrations of qualified bidders will be conducted by the Finance Director.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 6 OF 9

B. Collateralization

The City, in accordance with State Statute, requires all City funds held by financial institutions above the Federal Deposit Insurance Corporation (FDIC) insurance limit to be collateralized with securities whose market value is pledged at 102% of principal and accrued interest by that institution with the City's custodial bank. Private insurance coverage is not an acceptable collateralization form. Securities which are acceptable for collateralization purposes are as follows:

1. FDIC insurance coverage.
2. Obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the United States or its agencies and instrumentalities. This shall include letters of credit issued by U.S. government agencies.
3. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
4. Obligations of the State of Texas or debt obligations of a county, city or other political subdivision of the State of Texas having been rated no less than AAA and insured AAA or its equivalent by a nationally recognized rating agency with a remaining maturity of ten years or less.

C. Custody - Delivery Vs. Payment

All security transactions entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by the City's custodial bank and evidenced by safekeeping receipts.

D. Safekeeping of Securities

Securities purchased for the City's portfolios will be delivered in book entry form and will be held in third party safekeeping by a Federal Reserve member financial institution designated as the City's safekeeping and custodian bank.

The City will execute Safekeeping Agreements prior to utilizing the custodian's safekeeping services. The safekeeping agreement must provide that the safekeeping agent will immediately record and promptly issue and deliver a safekeeping receipt showing the receipt and the identification of the security, as well as the City's interest. All securities owned by the City will be held in a Customer Account naming the City as the owner.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 7 OF 9

VII. AUTHORIZED AND SUITABLE INVESTMENTS

The investment of City funds will be made using only those investment types approved by the City Council and which are in accordance with State of Texas Government Code, Chapter 2256. The approved investment types will be limited to the following:

- A. U.S. Treasury and Federal Agency issues, not to exceed 75% of the total investment portfolio, including any investment insured by the Federal Deposit Insurance Corporation (FDIC) or backed by the full faith and credit of the United States government.
- B. Certificates of Deposit or demand deposits of state and national banks that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC), or its successor; or, secured by obligations described in section A above, which are intended to include Treasuries as well as all direct federal agency securities that have a market value of not less than the principal amount of the certificates or in any other manner and amount provided by law for deposits of a City. These deposits shall be governed by a Depository Contract that complies with federal and state regulation to properly secure a pledged security interest.
- C. Repurchase Agreements secured by any combination of cash and U.S. Treasury or Federal Agency issues as collateral with a market value which equals or exceeds 102% of the City's investment plus accrued interest and are pledged and held with the City's custodial bank. Repurchase agreements can only be entered with primary dealers and banks within the State of Texas in accordance with State law. Maximum term for repurchase agreements is 90 days from delivery unless the repurchase agreement is associated with the investment of bond proceeds; and
- D. Local government investment pools, e.g., Texpool, TexSTAR, Logic, which are AAA-rated by a nationally recognized bond rating company, e.g., Moody's, S&P, Fitch, and which participation in any particular investment pool(s) has been authorized by resolution of the City Council, not to exceed 50% of the total investment portfolio less bond funds. Bond funds may be invested at 100%.
- E. Interest bearing bank savings deposits issued by state and national banks or savings bank or a state or federal credit union (having their main or branch office in Texas) that are guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund (or their successor organizations).

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 8 OF 9

VIII. REPORTING AND REVIEW

A. Reporting

The Finance Director shall prepare an investment report quarterly, including a summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. The report should be provided to the City Manager and City Council. The report shall include the following:

1. The investment position of the City on the date of the report.
2. Signature of all investment officers.
3. Summary for each fund stating:
 - a. Beginning market value;
 - b. Additions and changes; and
 - c. Ending market value.
4. Ending book value and market value for each investment along with fully accrued interest for the reporting period.
5. Maturity date of each investment.
6. Description of the account or fund for which the investments were made.
7. Statement that the investment portfolio is in compliance with the City's investment policy and strategies.

B. Security Pricing

Current market value of securities may be obtained by independent market pricing sources including, but not limited to, the Wall Street Journal, broker dealers and banks other than those who originally sold the security to the City as well as the City's safekeeping agent.

C. Review

If the City places funds in any investment other than registered investment pools or accounts offered by its depository bank, the above reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council.

In addition, the City's external auditors shall conduct a compliance audit of management controls on investments and adherence to the Investment Policy.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 9 OF 9

D. Downgrade Provision for Investment Ratings

An Investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have a minimum rating. The City shall take all prudent measures that are consistent with its Investment Policy to liquidate an investment that does not have the required minimum rating. The City shall also monitor the credit ratings on securities that require minimum ratings. This may be accomplished through research, or with the assistance of broker dealers, banks or safekeeping agents.

IX. POLICY

A. Exemption

Any investment purchased prior to a change in policy, which subsequently does not meet the amended guidelines may be held to maturity provided that it does not pose a default risk to the portfolio or conflict with State law.

B. Amendment

The City shall review the Investment Policy annually. An annual review of the Investment Policy shall be conducted by the City Council's Investment/Audit Committee, City Manager, and Finance Director. The City Council shall consider for adoption as necessary the changes recommended by the City Council's Investment/Audit Committee, City Manager, and Finance Director.

BUDGET SUMMARIES





WOODWAY, TEXAS

2018-2019 COMBINED FUNDS SUMMARY

FUND #	FUND NAME	TYPE *	2017-2018 FUND BALANCE	2018-2019 REVENUES	2018-2019 EXPENDITURES	2018-2019 FUND BALANCE
- 100 -	GENERAL FUND	Operating	\$3,389,462	\$10,410,512	(\$10,410,512)	\$3,389,462
- 500 -	UTILITY FUND	Operating	264,957	5,480,800	(5,480,800)	264,957
- 101 -	GENERAL EMERGENCY RESERVE FUND	Designated	150,000	100,000	0	250,000
- 502 -	UTILITY EMERGENCY RESERVE FUND	Designated	250,000	0	0	250,000
- 103 -	GENERAL EQUIPMENT REPLACEMENT FUND	Designated	1,216,334	425,400	(788,731)	853,003
- 503 -	UTILITY EQUIPMENT REPLACEMENT FUND	Designated	239,533	170,300	(245,457)	164,376
- 200 -	TOURISM FUND	Restricted	1,403,688	714,000	(1,148,495)	969,193
- 203 -	UNCLAIMED MONEY FUND	Restricted	171	0	0	171
- 210 -	DRUG SEIZURE/FORFEITURE FUND	Restricted	26,522	300	0	26,822
- 211 -	LAW ENFORCEMENT OFFICER CONTINUING EDUCATION	Restricted	608	2,725	(3,000)	333
- 212 -	MUNICIPAL COURT BUILDING SECURITY FUND	Restricted	64,406	5,700	0	70,106
- 213 -	MUNICIPAL COURT TECHNOLOGY FUND	Restricted	26,519	7,300	0	33,819
- 214 -	MUNICIPAL COURT CHILD SAFETY FUND	Restricted	55,467	11,600	0	67,067
- 215 -	ASSET FORFEITURE FUND	Restricted	12,576	75	0	12,651
- 300 -	PARK PROJECTS FUND	Capital	28,377	193,485	(221,585)	277
- 301 -	PARK DEDICATION FUND	Capital	12,327	150	0	12,477
- 302 -	GENERAL PROJECTS FUND	Capital	3,779,793	35,000	(1,345,000)	2,469,793
- 306 -	FUTURE CAPITAL STREET IMPROVEMENT FUND	Capital	2,254,894	551,018	0	2,805,912
- 308 -	ARBORETUM CONSTRUCTION FUND	Capital	170,786	48,000	(50,000)	168,786
- 309 -	DEVELOPMENT FUND	Capital	129,992	1,500	0	131,492
- 310 -	FAMILY CENTER CONSTRUCTION FUND	Capital	779,929	132,500	(115,000)	797,429
- 311 -	LONG - TERM CAPITAL PROJECTS FUND	Capital	582,932	182,273	0	765,205
- 400 -	GENERAL DEBT SERVICE FUND	Restricted	30,438	0	0	30,438
- 501 -	UTILITY DEBT SERVICE FUND	Restricted	300,256	1,442,313	(1,435,313)	307,256
- 504 -	UTILITY PROJECTS FUND	Capital	170,774	0	(1,445,000)	(1,274,226)
- 507 -	UTILITY IMPACT IMPROVEMENTS	Restricted	37,806	0	0	37,806
- 513 -	2016 UTILITY IMPROVEMENT FUND	Capital	1,240,695	10,000	(1,200,000)	50,695
- 514 -	2017 UTILITY IMPROVEMENT FUND	Capital	9,118,828	120,000	(7,700,000)	1,538,828
TOTALS			\$25,738,070	\$20,044,951	(\$31,588,893)	\$14,194,128

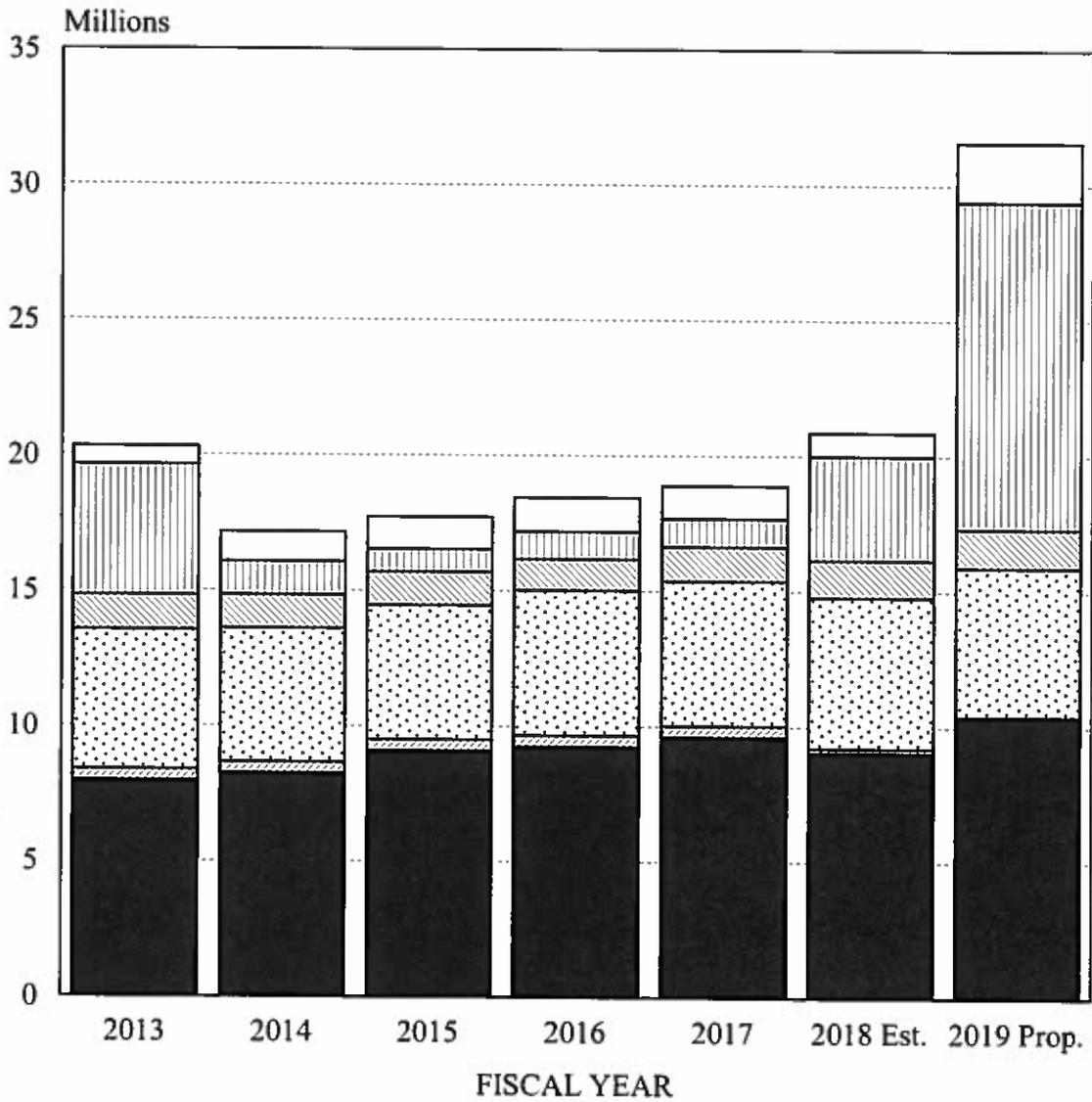
- * Operating - Funds are used to support daily activities of the City
- Capital - Funds are used to support capital projects of the City, usually significant in value
- Designated - Funds have been designated by the City for a specific purpose
- Restricted - Funds are legally restricted for a specific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

COMBINED FUNDS SUMMARY

EXPENDITURE BY FUND

(Five Years Actual, Estimate, & Proposed)

GENERAL
 GEN DEBT
 UTILITY
 UTIL DEBT
 CAPITAL
 OTHER



WOODWAY, TEXAS

**2018-2019
COMBINED FUNDS SUMMARY
TOTAL REVENUES AND EXPENDITURES BY FUND**

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
GENERAL FUND	\$9,660,346	\$10,153,879	\$10,178,645	\$10,410,512
GENERAL DEBT SERVICE FUND	313,179	105,750	103,251	0
UTILITY FUND	5,430,984	5,322,300	5,581,700	5,480,800
UTILITY DEBT SERVICE FUND	1,268,839	1,378,861	1,383,891	1,442,313
CAPITAL PROJECT FUNDS	2,223,198	736,869	11,032,605	1,273,926
OTHER FUNDS *	1,383,910	1,304,500	1,488,156	1,437,400
SUBTOTAL	\$20,280,456	\$19,002,159	\$29,768,248	\$20,044,951
INTERFUND TRANSFERS	(3,488,349)	(2,246,696)	(2,778,115)	(2,643,758)
TOTAL	\$16,792,107	\$16,755,463	\$26,990,133	\$17,401,193

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
GENERAL FUND	\$9,617,652	\$10,153,879	\$9,058,256	\$10,410,512
GENERAL DEBT SERVICE FUND	408,963	151,250	151,250	0
UTILITY FUND	5,352,538	5,322,300	5,578,793	5,480,800
UTILITY DEBT SERVICE FUND	1,271,175	1,373,861	1,373,861	1,435,313
CAPITAL PROJECT FUNDS	1,028,147	5,990,000	3,843,934	12,076,585
OTHER FUNDS *	1,219,089	1,211,249	857,104	2,185,683
SUBTOTAL	\$18,897,564	\$24,202,539	\$20,863,198	\$31,588,893
INTERFUND TRANSFERS	(3,488,349)	(2,246,696)	(2,778,115)	(2,643,758)
TOTAL	\$15,409,215	\$21,955,843	\$18,085,083	\$28,945,135

* OTHER FUNDS: GENERAL EMERGENCY RESERVE, UTILITY EMERGENCY RESERVE, TOURISM, EQUIPMENT REPLACEMENT, UNCLAIMED MONEY, DRUG SEIZURE/FORFEITURE, ASSET FORFEITURE, LAW ENFORCEMENT OFFICER CONTINUING EDUCATION, MUNICIPAL COURT BUILDING SECURITY, MUNICIPAL COURT TECHNOLOGY, MUNICIPAL COURT CHILD SAFETY.

WOODWAY, TEXAS

**2018-2019
COMBINED FUNDS SUMMARY
REVENUES AND EXPENDITURES BY CATEGORY**

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
PROPERTY TAX	\$4,677,110	\$4,994,172	\$4,946,382	\$5,199,923
CITY SALES & USE TAX	2,442,895	2,631,549	2,622,387	2,640,000
HOTEL OCCUPANCY TAX	680,495	600,000	700,000	700,000
FRANCHISE FEES	768,888	756,000	754,660	756,000
CHARGES FOR SERVICES	6,486,231	6,350,300	6,655,631	6,546,300
BOND PROCEEDS	0	0	9,500,000	0
INTEREST AND OTHER	1,736,488	1,423,442	1,811,073	1,558,970
INTERFUND TRANSFERS	3,488,349	2,246,696	2,778,115	2,643,758
TOTAL REVENUES	\$20,280,456	\$19,002,159	\$29,768,248	\$20,044,951

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
SALARIES & BENEFITS	\$6,759,321	\$7,953,147	\$7,046,604	\$7,909,918
SUPPLIES & MATERIALS	430,348	520,260	445,248	514,160
REPAIRS & MAINTENANCE	510,728	571,576	487,745	576,576
OTHER SERVICES & CHARGES	3,987,638	4,447,349	4,104,517	4,550,940
DEBT SERVICE	1,810,838	1,659,611	1,659,611	2,266,148
CAPITAL	1,910,342	6,803,900	4,341,358	13,127,393
INTERFUND TRANSFERS	3,488,349	2,246,696	2,778,115	2,643,758
TOTAL EXPENDITURES	\$18,897,564	\$24,202,539	\$20,863,198	\$31,588,893

WOODWAY, TEXAS

**2018-2019
COMBINED FUNDS BY FUND TYPE
REVENUES AND EXPENDITURES BY CATEGORY**

REVENUES	GENERAL * GOVERNMENT	UTILITY ** SYSTEM	SPECIAL *** REVENUE	TOTAL
PROPERTY TAX	\$5,199,923	\$0	\$0	\$5,199,923
CITY SALES & USE TAX	2,640,000	0	0	2,640,000
HOTEL OCCUPANCY TAX	0	0	700,000	700,000
FRANCHISE FEES	756,000	0	0	756,000
CHARGES FOR SERVICES	1,123,000	5,423,300	0	6,546,300
BOND PROCEEDS	0	0	0	0
INTEREST AND OTHER	1,320,270	197,000	41,700	1,558,970
INTERFUND TRANSFERS	1,040,645	1,603,113	0	2,643,758
TOTAL REVENUES	\$12,079,838	\$7,223,413	\$741,700	\$20,044,951

EXPENDITURES	GENERAL * GOVERNMENT	UTILITY ** SYSTEM	SPECIAL *** REVENUE	TOTAL
SALARIES & BENEFITS	\$6,959,568	\$950,350	\$0	\$7,909,918
SUPPLIES & MATERIALS	348,510	165,650	0	514,160
REPAIRS & MAINTENANCE	334,276	242,300	0	576,576
OTHER SERVICES & CHARGES	1,931,153	2,516,787	103,000	4,550,940
DEBT SERVICE	0	1,435,313	830,835	2,266,148
CAPITAL	2,312,751	10,593,057	0	12,905,808
INTERFUND TRANSFERS	1,044,570	1,603,113	217,660	2,865,343
TOTAL EXPENDITURES	\$12,930,828	\$17,506,570	\$1,151,495	\$31,588,893

THIS SCHEDULE REFLECTS TOTAL PROPOSED REVENUES AND EXPENDITURES FOR THE CITY AS A WHOLE.

* GENERAL GOVERNMENT FUNDS: GENERAL FUND, GENERAL EMERGENCY RESERVE, GENERAL EQUIPMENT REPLACEMENT, GENERAL DEBT SERVICE, PARK PROJECTS, PARK DEDICATION, GENERAL PROJECTS, LONG-TERM CAPITAL PROJECTS, FUTURE CAPITAL STREET IMPROVEMENT, ARBORETUM CONSTRUCTION, DEVELOPMENT, FAMILY CENTER CONSTRUCTION.

** UTILITY SYSTEM FUNDS: UTILITY FUND, UTILITY EMERGENCY RESERVE, UTILITY EQUIPMENT REPLACEMENT, UTILITY DEBT SERVICE, UTILITY PROJECTS, UTILITY IMPACT IMPROVEMENTS, 2016 UTILITY IMPROVEMENT BOND, 2017 UTILITY IMPROVEMENT BOND.

*** SPECIAL REVENUE FUNDS: TOURISM, UNCLAIMED MONEY, DRUG SEIZURE/FORFEITURE, ASSET FORFEITURE, LAW ENFORCEMENT OFFICER CONTINUING EDUCATION, MUNICIPAL COURT BUILDING SECURITY, MUNICIPAL COURT TECHNOLOGY, MUNICIPAL COURT CHILD SAFETY.

WOODWAY, TEXAS

**2018-2019
COMBINED PERSONNEL SUMMARY BY DEPARTMENT**

GENERAL FUND	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
CITY SECRETARY'S OFFICE	1.00	1.00	1.00	1.00
ADMINISTRATION	3.70	3.70	3.70	3.70
FINANCE	2.50	2.50	2.50	2.50
POLICE/FIRE/ANIMAL CONTROL	43.25	46.25	46.25	46.25
MUNICIPAL COURT	1.75	1.75	1.75	1.75
STREETS	4.60	4.60	4.60	4.60
SANITATION	0.00	0.00	0.00	0.00
PARKS	4.60	4.60	4.60	4.60
PUBLIC BUILDINGS	0.50	0.50	0.50	0.50
COMM. SVCS ADMIN/INSPECTIONS	2.60	2.60	2.60	2.60
COMMUNITY DEVELOPMENT	0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00
WOODWAY BEAUTIFUL	0.00	0.00	0.00	0.00
YOUTH COMMISSION	0.00	0.00	0.00	0.00
CARLEEN BRIGHT ARBORETUM *	4.60	5.70	4.70	5.20
WOODWAY FAMILY CENTER	2.40	2.30	2.30	2.30
TOTAL GENERAL FUND	71.50	75.50	74.50	75.00

* A vacant full-time position was deleted and a part-time position was added to the budget in FY 19. (-0.50)

UTILITY FUND	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
WATER SERVICES	6.30	6.30	6.30	6.30
SEWER SERVICES	3.90	3.90	3.90	3.90
CUSTOMER SERVICE	3.80	3.80	3.80	3.80
TOTAL UTILITY FUND	14.00	14.00	14.00	14.00
TOTAL ALL FUNDS	85.50	89.50	88.50	89.00

POPULATION (2010 CENSUS)	8,452
GENERAL FUND EMPLOYEES	75.00
UTILITY FUND EMPLOYEES	14.00
TOTAL EMPLOYEES	89.00
% CHANGE FROM PRIOR YEAR	-0.56%

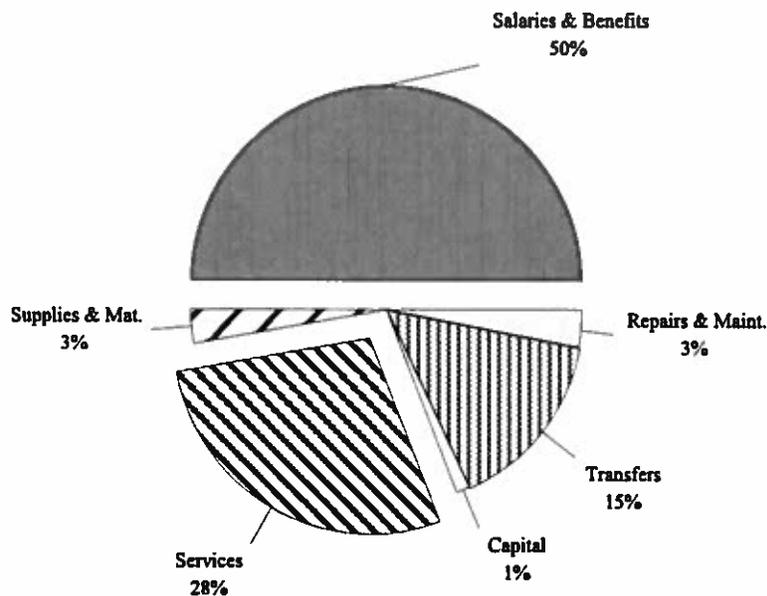
PERSONNEL NUMBERS ARE STATED AS FULL TIME EQUIVALENTS AND INCLUDE BOTH REGULAR FULL-TIME EMPLOYEES AND TEMPORARY EMPLOYEES

WOODWAY, TEXAS

**2018-2019
COMBINED OPERATING FUNDS SUMMARY**

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Fund Revenues	\$9,660,346	\$10,153,879	\$10,178,645	\$10,410,512
Utility Operating Revenues	5,430,984	5,322,300	5,581,700	5,480,800
Total Operating Revenue	\$15,091,330	\$15,476,179	\$15,760,345	\$15,891,312

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$6,759,321	\$7,953,147	\$7,046,604	\$7,909,918
Supplies & Materials	425,534	520,260	445,131	514,160
Repairs & Maintenance	510,728	571,576	487,745	576,576
Other Services & Charges	3,918,748	4,359,235	4,002,068	4,447,940
Capital	37,641	33,900	17,440	16,620
Transfers				
To Utility Debt Service	1,263,418	1,373,861	1,373,861	1,435,313
To General Capital Projects Fund	900,000	0	0	115,000
To Emergency Reserve Fund	0	0	0	100,000
To Utility Projects Fund	600,000	0	600,000	0
To Park Reserve Fund	0	0	0	192,585
To Equipment Replacement	554,800	664,200	664,200	583,200
Total Expenditures	\$14,970,190	\$15,476,179	\$14,637,049	\$15,891,312

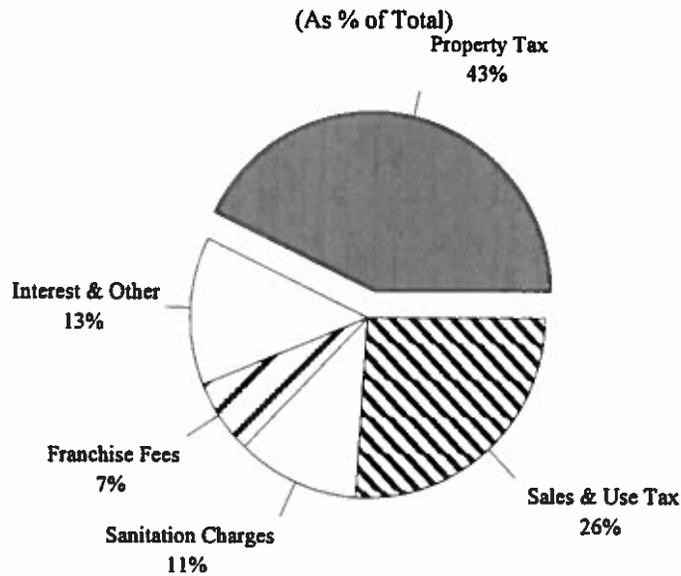


WOODWAY, TEXAS

**GENERAL FUND
REVENUES BY CATEGORY**

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Property Tax	\$3,777,200	\$4,249,833	\$4,217,524	\$4,503,232
City Sales & Use Tax	2,442,895	2,631,549	2,622,387	2,640,000
Franchise Fees	768,888	756,000	754,660	756,000
Sanitation Services	1,099,316	1,068,000	1,131,431	1,123,000
Interest & Other	1,572,047	1,448,497	1,452,643	1,388,280
TOTAL GENERAL FUND	\$9,660,346	\$10,153,879	\$10,178,645	\$10,410,512

GENERAL FUND REVENUES BY TYPE



WOODWAY, TEXAS

**GENERAL FUND
EXPENDITURES BY CATEGORY**

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$5,894,095	\$7,033,539	\$6,191,094	\$6,959,568
Supplies & Materials	291,494	355,610	304,126	348,510
Repairs & Maintenance	308,835	329,276	276,249	334,276
Other Services & Charges	1,768,706	1,910,054	1,777,847	1,931,153
Capital	36,822	33,900	17,440	14,020
Interfund Transfers				
Capital Projects Fund	900,000	0	0	115,000
Emergency Reserve Fund	0	0	0	100,000
Legal Contingency Fund	0	0	0	0
Park Project Fund	0	0	0	192,585
Equipment Replacement	417,700	491,500	491,500	415,400
TOTAL GENERAL FUND	\$9,617,652	\$10,153,879	\$9,058,256	\$10,410,512

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	10.50	11.50	10.50	10.50
Office/Clerical	4.90	4.90	4.90	4.90
Technical	9.00	9.00	9.00	9.00
Sworn Personnel	22.00	24.00	24.00	24.00
Professional	2.70	2.70	2.70	2.70
Management/Supervision	19.40	20.40	20.40	20.40
Temporary/Seasonal	3.00	3.00	3.00	3.50
TOTAL GENERAL FUND	71.50	75.50	74.50	75.00

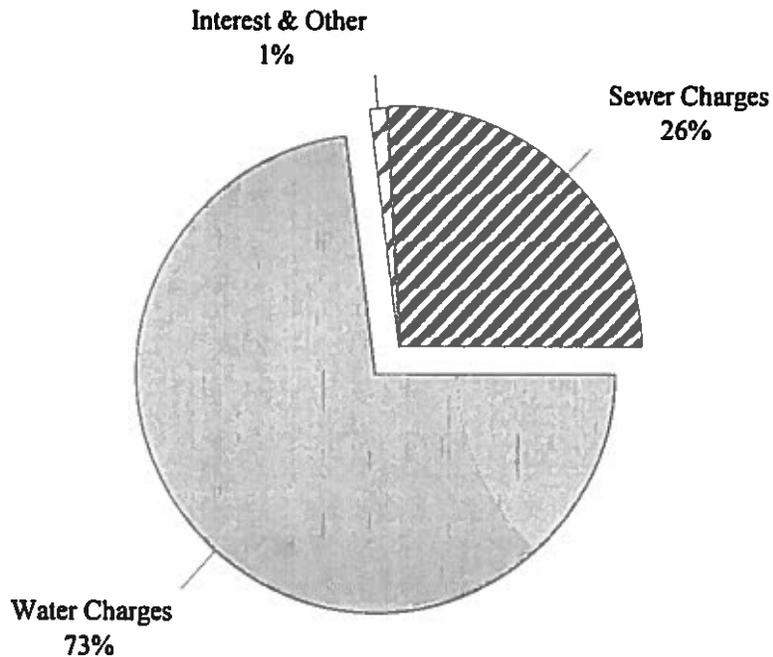
WOODWAY, TEXAS

UTILITY FUND
REVENUES BY CATEGORY

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Service Charges	\$4,018,123	\$3,849,800	\$4,097,700	\$3,996,300
Sewer Service Charges	1,368,792	1,432,500	1,426,500	1,427,000
Interest & Other	44,069	40,000	57,500	57,500
TOTAL UTILITY FUND	\$5,430,984	\$5,322,300	\$5,581,700	\$5,480,800

UTILITY FUND REVENUES BY TYPE

(As % of Total)



WOODWAY, TEXAS

**UTILITY FUND
EXPENDITURES BY CATEGORY**

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$865,226	\$919,608	\$855,510	\$950,350
Supplies & Materials	134,040	164,650	141,005	165,650
Repairs & Maintenance	201,893	242,300	211,496	242,300
Other Services & Charges	2,150,042	2,449,181	2,224,221	2,516,787
Capital	819	0	0	2,600
Interfund Transfers				
Utility Debt Service Fund	1,263,418	1,373,861	1,373,861	1,435,313
Utility Project Fund	600,000	0	600,000	0
Equipment Replacement	137,100	172,700	172,700	167,800
Emergency Reserve Fund	0	0	0	0
TOTAL UTILITY FUND	\$5,352,538	\$5,322,300	\$5,578,793	\$5,480,800

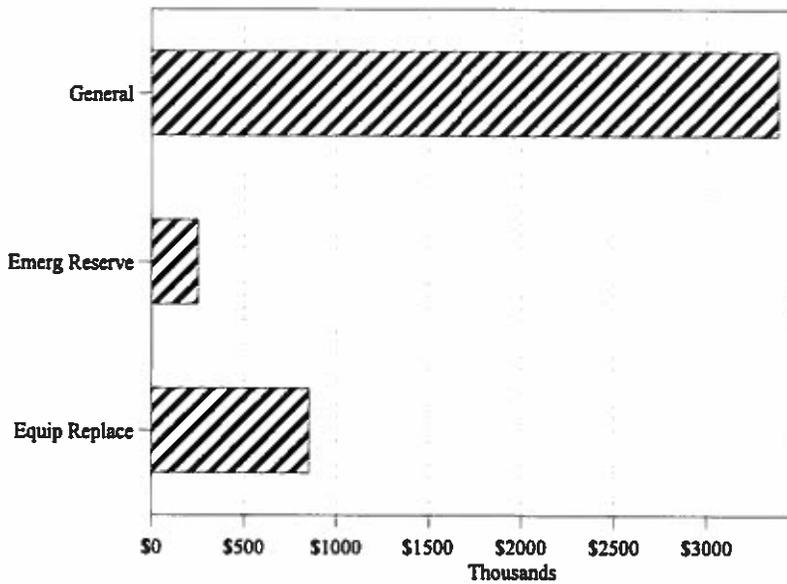
PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	6.00	6.00	6.00	6.00
Office/Clerical	4.10	4.10	4.10	4.10
Technical	2.00	2.00	2.00	2.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.30	0.30	0.30	0.30
Management/Supervision	1.60	1.60	1.60	1.60
Temporary/Seasonal	0.00	0.00	0.00	0.00
TOTAL UTILITY FUND	14.00	14.00	14.00	14.00

WOODWAY, TEXAS

GENERAL GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE

FUND	PROJECTED FUND BALANCE @ 09/30/2018	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED FUND BALANCE @ 09/30/2019
100 - GENERAL FUND	\$3,389,462	\$10,410,512	(\$10,410,512)	\$3,389,462
101 - GENERAL EMERGENCY RESERVE	150,000	100,000	0	250,000
103 - EQUIPMENT REPLACEMENT FUND *	1,216,334	425,400	(788,731)	853,003
TOTAL GENERAL GOVERNMENTAL FUNDS	\$4,755,796	\$10,935,912	(\$11,199,243)	\$4,492,465
* DESIGNATED FUNDS				
400 - DEBT SERVICE FUNDS	\$30,438	\$0	\$-0	\$30,438

PROJECTED FUND BALANCES
@ September 30, 2019



WOODWAY, TEXAS

PROPRIETARY FUND TYPES
PROJECTED CASH BALANCE

FUND	PROJECTED CASH BALANCE @ 09/30/2018	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED CASH BALANCE @ 09/30/2019
500 - UTILITY FUND **	\$264,957	\$5,480,800	(\$5,480,800)	\$264,957
501 - UTILITY DEBT SERVICE FUND *	300,256	1,442,313	(1,435,313)	307,256
502 - UTILITY EMERGENCY RESERVE	250,000	0	0	250,000
503 - EQUIPMENT REPLACEMENT	239,533	170,300	(245,457)	164,376
504 - UTILITY PROJECTS FUND ***	170,774	0	(1,445,000)	(1,274,226)
507 - UTILITY IMPACT IMPROVEMENTS	37,806	0	0	37,806
513 - 2016 UTILITY IMPROVEMENT BOND FUND *	1,240,695	10,000	(1,200,000)	50,695
514 - 2017 UTILITY IMPROVEMENT BOND FUND *	9,118,828	120,000	(7,700,000)	1,538,828
TOTAL PROPRIETARY FUNDS	\$11,622,849	\$7,223,413	(\$17,506,570)	\$1,339,692

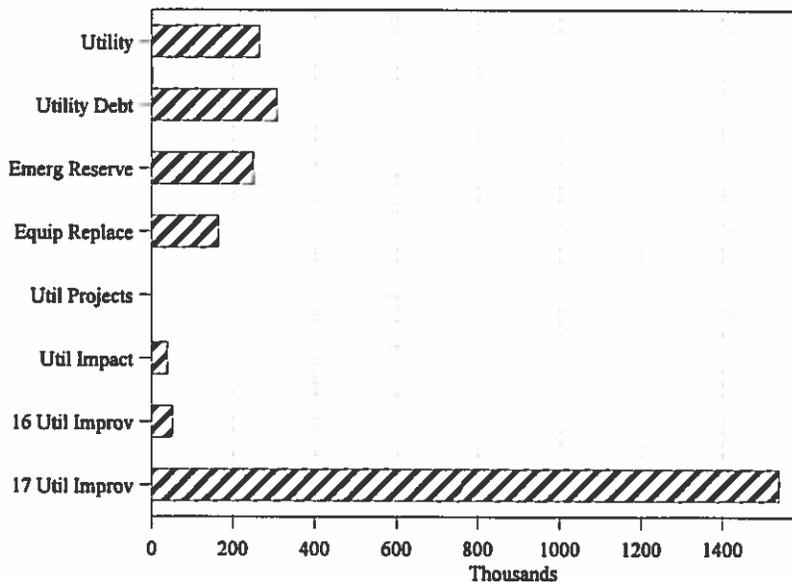
* DESIGNATED FUNDS

** UTILITY FUND REFLECTS CASH BALANCE PORTION OF RETAINED EARNINGS.

*** UTILITY PROJECTS FUND INCLUDES SOME BUDGETED PROJECTS THAT WILL BE POSTPONED UNTIL FUNDING BECOMES AVAILABLE.

PROJECTED CASH BALANCES

@ September 30, 2019



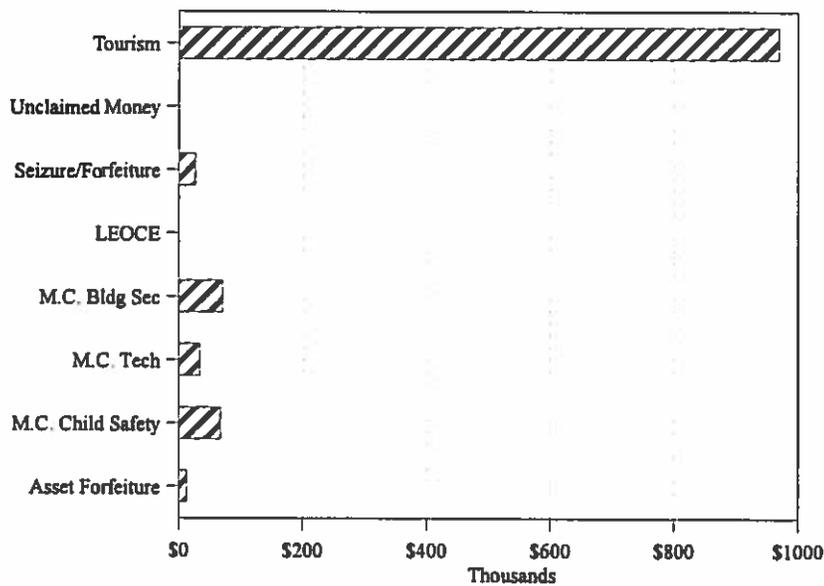
WOODWAY, TEXAS

**SPECIAL REVENUE GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE**

FUND	PROJECTED FUND BALANCE @ 09/30/2018	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED FUND BALANCE @ 09/30/2019
200 - TOURISM FUND	\$1,403,688	\$714,000	(\$1,148,495)	\$969,193
203 - UNCLAIMED MONEY FUND	171	0	0	171
210 - DRUG SEIZURE/FORFEITURE FUND	26,522	300	0	26,822
211 - LAW ENFORCEMENT OFFICER CONT EDUC	608	2,725	(3,000)	333
212 - MUNICIPAL COURT BUILDING SECURITY	64,406	5,700	0	70,106
213 - MUNICIPAL COURT TECHNOLOGY FUND	26,519	7,300	0	33,819
214 - MUNICIPAL COURT CHILD SAFETY FUND	55,467	11,600	0	67,067
215 - ASSET FORFEITURE FUND	12,576	75	0	12,651
TOTAL SPECIAL REVENUE FUNDS	\$1,589,957	\$741,700	(\$1,151,495)	\$1,180,162

PROJECTED FUND BALANCES

@ September 30, 2019



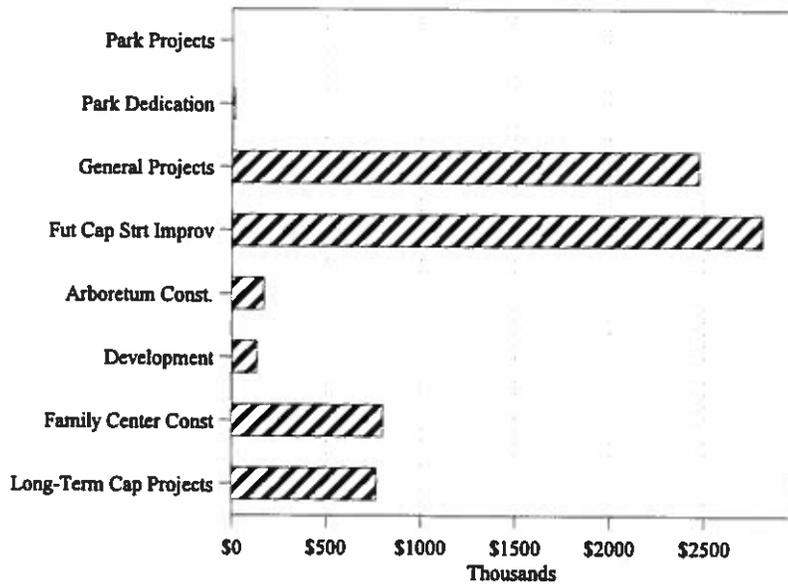
WOODWAY, TEXAS

CAPITAL PROJECT GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE

FUND	PROJECTED FUND BALANCE @ 09/30/2018	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED FUND BALANCE @ 09/30/2019
300 - PARK PROJECTS FUND	\$28,377	\$193,485	(\$221,585)	\$277
301 - PARK DEDICATION FUND	12,327	150	0	12,477
302 - GENERAL PROJECTS FUND	3,779,793	35,000	(1,345,000)	2,469,793
306 - FUTURE CAPITAL STREET IMPROVEMENT FUND	2,254,894	551,018	0	2,805,912
308 - ARBORETUM CONSTRUCTION FUND	170,786	48,000	(50,000)	168,786
309 - DEVELOPMENT FUND	129,992	1,500	0	131,492
310 - FAMILY CENTER CONSTRUCTION FUND	779,929	132,500	(115,000)	797,429
311 - LONG-TERM CAPITAL PROJECTS FUND	582,932	182,273	0	765,205
TOTAL CAPITAL PROJECT FUNDS	\$7,739,030	\$1,143,926	(\$1,731,585)	\$7,151,371

PROJECTED FUND BALANCES

@ September 30, 2019



WOODWAY, TEXAS

**2018-2019
CAPITAL PROJECT FUNDS SUMMARY
(combines Governmental & Proprietary Funds)**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$9,923,411	\$11,118,462	\$11,118,462	\$18,307,133
Revenues				
300 - Park Projects Revenue	1,424	1,400	904	193,485
301 - Park Dedication Revenue	89	80	134	150
302 - General Projects Revenue	228,754	25,000	44,525	35,000
306 - Future Capital Street Improvement Rev	460,704	494,817	499,114	551,018
308 - Arboretum Construction Revenue	40,290	22,000	56,544	48,000
309 - Development Revenue	942	950	1,408	1,500
310 - Family Center Construction Revenue	710,408	8,600	17,517	132,500
311 - Long-Term Capital Projects	152,346	164,022	164,544	182,273
504 - Utility Projects Revenue	600,017	0	600,000	0
507 - Utility Impact Improvement Revenue	0	0	0	0
513 - 2016 Utility Improvement Revenue	28,224	20,000	29,087	10,000
514 - 2017 Utility Improvement Revenue	0	0	9,618,828	120,000
Total Revenues	\$2,223,198	\$736,869	\$11,032,605	\$1,273,926
Total Resources	\$12,146,609	\$11,855,331	\$22,151,067	\$19,581,059

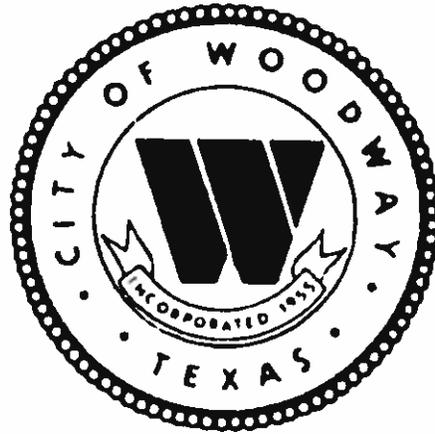
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Administration	\$0	\$0	\$0	\$0
Facilities	127,915	235,000	24,862	460,000
Drainage	0	0	0	0
Streets	0	950,000	331,608	1,000,000
Park Projects	235,794	25,000	72,908	271,585
Development Projects	0	0	0	0
Water Projects	387,588	2,430,000	387,416	2,645,000
Sewer Projects	276,850	2,350,000	3,027,140	7,700,000
Transfers	0	0	0	0
Total Expenditures	\$1,028,147	\$5,990,000	\$3,843,934	\$12,076,585
Ending Fund Balance	\$11,118,462	\$5,865,331	\$18,307,133	\$7,504,474

WOODWAY, TEXAS

**OVERALL
DEBT SERVICE SCHEDULE**

DATE	FISCAL UTILITY SYSTEM			FISCAL SPECIAL REVENUE			FISCAL GRAND TOTALS		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2018-2019	970,000	463,063	1,433,063	80,000	51,800	131,800	1,050,000	514,863	1,564,863
2019-2020	790,000	432,662	1,222,662	80,000	49,400	129,400	870,000	482,062	1,352,062
2020-2021	815,000	410,263	1,225,263	85,000	46,200	131,200	900,000	456,463	1,356,463
2021-2022	835,000	387,062	1,222,062	90,000	42,800	132,800	925,000	429,862	1,354,862
2022-2023	860,000	364,363	1,224,363	95,000	39,200	134,200	955,000	403,563	1,358,563
2023-2024	885,000	338,162	1,223,162	95,000	35,400	130,400	980,000	373,562	1,353,562
2024-2025	905,000	317,563	1,222,563	100,000	31,600	131,600	1,005,000	349,163	1,354,163
2025-2026	930,000	293,462	1,223,462	105,000	27,600	132,600	1,035,000	321,062	1,356,062
2026-2027	955,000	268,663	1,223,663	110,000	23,400	133,400	1,065,000	292,063	1,357,063
2027-2028	740,000	246,362	986,362	115,000	19,000	134,000	855,000	265,362	1,120,362
2028-2029	760,000	226,863	986,863	115,000	14,400	129,400	875,000	241,263	1,116,263
2029-2030	780,000	206,762	986,762	120,000	9,800	129,800	900,000	216,562	1,116,562
2030-2031	800,000	186,113	986,113	125,000	5,000	130,000	925,000	191,113	1,116,113
2031-2032	400,000	164,212	564,212				400,000	164,212	564,212
2032-2033	410,000	152,213	562,213				410,000	152,213	562,213
2033-2034	425,000	139,912	564,912				425,000	139,912	564,912
2034-2035	435,000	127,163	562,163				435,000	127,163	562,163
2035-2036	450,000	114,112	564,112				450,000	114,112	564,112
2036-2037	465,000	100,613	565,613				465,000	100,613	565,613
2037-2038	475,000	86,662	561,662				475,000	86,662	561,662
2038-2039	490,000	71,225	561,225				490,000	71,225	561,225
2039-2040	510,000	55,300	565,300				510,000	55,300	565,300
2040-2041	525,000	37,450	562,450				525,000	37,450	562,450
2041-2042	545,000	19,075	564,075				545,000	19,075	564,075
TOTAL	\$16,155,000	\$5,209,300	\$21,364,300	\$1,315,000	\$395,600	\$1,710,600	\$17,470,000	\$5,604,900	\$23,074,900

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

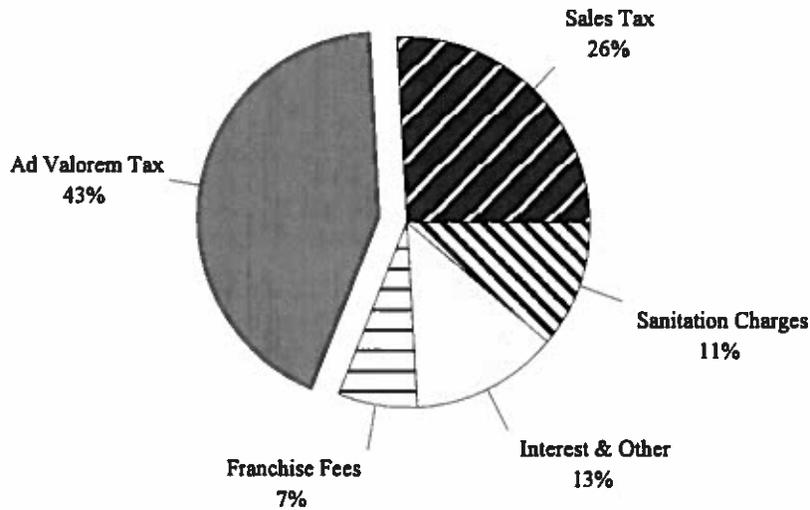


GENERAL FUND

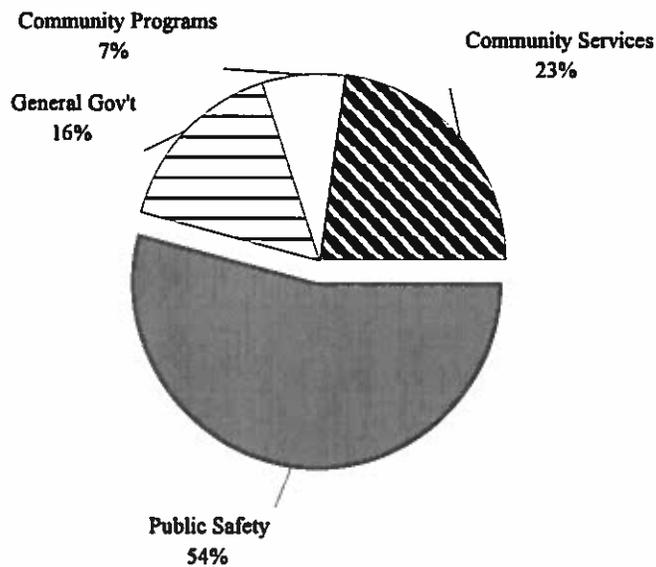


GENERAL FUND REVENUES VS. EXPENDITURES

GENERAL FUND REVENUES



GENERAL FUND EXPENDITURES



WOODWAY, TEXAS
2018-2019
GENERAL FUND BUDGET SUMMARY

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$2,226,379	\$2,269,073	\$2,269,073	\$3,389,462
Revenues				
Ad Valorem Tax	\$3,777,200	\$4,249,833	\$4,217,524	\$4,503,232
Sales Tax	2,442,895	2,631,549	2,622,387	2,640,000
Franchise Fees	768,888	756,000	754,660	756,000
Sanitation Services	1,099,316	1,068,000	1,131,431	1,123,000
Interest and Other	1,572,047	1,448,497	1,452,643	1,388,280
Total Revenues	\$9,660,346	\$10,153,879	\$10,178,645	\$10,410,512
Total Resources	\$11,886,725	\$12,422,952	\$12,447,718	\$13,799,974
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Government				
City Secretary's Office	\$169,980	\$195,337	\$191,223	\$203,156
Administration	502,385	655,397	536,142	550,864
Finance	305,489	326,503	323,525	343,825
Non-Departmental	1,032,952	303,663	242,666	584,224
Public Safety				
Police/Fire/Animal Control	4,625,628	5,395,755	4,742,707	5,440,292
Municipal Court	171,435	188,779	181,093	194,253
Community Services				
Streets	414,205	478,417	435,807	486,777
Sanitation	914,067	892,489	886,004	920,000
Parks	345,560	421,716	356,149	416,274
Public Buildings	164,360	213,053	174,590	164,282
C.S. Admin/Inspections	311,061	342,533	322,543	354,219
Community Programs				
Community Development	32,973	39,550	39,550	53,675
Economic Development	0	2,000	0	0
Woodway Beautiful	15,716	13,325	13,325	0
Youth Commission	285	3,050	3,050	3,050
Carleen Bright Arboretum	400,943	438,635	372,854	447,660
Woodway Family Center	210,613	243,677	237,028	247,961
Total Expenditures	\$9,617,652	\$10,153,879	\$9,058,256	\$10,410,512
Ending Fund Balance	\$2,269,073	\$2,269,073	\$3,389,462	\$3,389,462

" Welcome Home to Woodway "

GENERAL FUND
MAJOR REVENUE SOURCES

(Page 1 of 2)

Ad Valorem Tax (43%)

The Ad Valorem Tax, or property tax, accounts for \$5,172,923 in revenues. This represents a \$255,541, or 5.2%, increase over estimated FY 2018 collections. \$522,518 will be dedicated to the payment of future capital street improvements, and \$174,173 will be dedicated to the payment of long-term capital projects. Also, the City will receive approximately \$17,000 in delinquent tax payments and \$10,000 in penalties and interest in FY 2019; therefore, the contribution to the General Fund (operating) is \$4,503,232, or 43%.

The FY 2018 tax rate was \$0.4700 per \$100 of assessed value, and the proposed tax rate for FY 2019 is \$0.4500.

Estimated Ad Valorem Tax collections are budgeted as 99% of the Operation & Maintenance portion of taxes levied. Delinquent tax and penalty/interest payments are estimated based on historical data.

Sales Tax (26%)

The State of Texas authorizes municipalities to collect a 1% sales tax for general operating purposes. In addition, the City of Woodway collects an additional 0.5% sales tax for the reduction of ad valorem (property) taxes.

The FY 2019 collections are projected at \$2,640,000, or 26% of the General Fund operating budget. Sales tax collections are generally conservatively estimated based on past collections only. Anticipated economic growth is not considered as sales tax is regarded as a very volatile source of revenue.

Franchise Fees (7%)

Utility companies, such as Oncor Electric, Southwestern Bell Telephone, Atmos Gas, and Time Warner Entertainment Company, use the City's right-of-ways and easements to conduct their business. In exchange for the right to use public right-of-ways and easements, the companies pay a franchise, or rental use fee. For the first time in FY 1998-99, a road use fee was added to the City's contract for refuse collection. In FY 2019 these fees will represent a projected \$756,000 (representing 7% of general operating revenues).

Franchise fees are estimated based on prior year data with a very marginal allowance for growth and an allowance for anticipated new franchise agreements.

GENERAL FUND
MAJOR REVENUE SOURCES
(Page 2 of 2)

Sanitation Service Charges (11%)

The City of Woodway contracts with Access Disposal for refuse collection services and with the City of Waco for refuse disposal services. The General Fund charges residential and commercial sanitation fees based on the cost of collection services, disposal services, and the City's administrative services. Sanitation charges will represent 11% of the general operating revenues, or \$1,123,000 in FY 2019.

Sanitation service charges are budgeted based on current user levels.

Interest and Other Income (13%)

This revenue source includes several fee revenues such as permits, court fines, mixed beverage tax, park reservations, animal control fees, and miscellaneous income, as well as, interest income on investments and service charges - utility fund (an administrative reimbursement of service costs from the Utility Fund). Interest and other income is projected for FY 2019 at \$1,388,280, or 13%.

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

WOODWAY, TEXAS

GENERAL FUND PROJECTED REVENUES

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Ad Valorem Taxes				
Current Ad Valorem Taxes	\$4,645,641	\$4,975,172	\$4,917,382	\$5,172,923
Interest & Sinking Fund	(306,850)	(101,250)	(99,374)	0
Future Capital Street Improvements	(444,795)	(482,317)	(472,113)	(522,518)
Long-Term Capital Projects	(148,265)	(160,772)	(157,371)	(174,173)
Delinquent Ad Valorem Taxes	15,634	4,000	18,000	17,000
Interest and Penalties	15,835	15,000	11,000	10,000
	\$3,777,200	\$4,249,833	\$4,217,524	\$4,503,232
Sales & Use Taxes				
Sales Tax (1.5%)	\$2,442,895	\$2,631,549	\$2,622,387	\$2,640,000
	\$2,442,895	\$2,631,549	\$2,622,387	\$2,640,000
Franchise Fees				
Oncor Electric	\$359,053	\$355,000	\$357,000	\$358,000
Telecommunications	48,661	51,000	49,000	50,000
Atmos Gas	162,664	160,000	158,535	158,000
Cable Television	162,077	155,000	156,170	156,000
Collection Road Use Fees	36,433	35,000	33,955	34,000
	\$768,888	\$756,000	\$754,660	\$756,000
Sanitation Services				
Sanitation - Residential	\$700,070	\$685,000	\$702,706	\$700,000
Sanitation - Commercial	396,246	380,000	425,725	420,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
	\$1,099,316	\$1,068,000	\$1,131,431	\$1,123,000

WOODWAY, TEXAS

GENERAL FUND PROJECTED REVENUES

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Interest and Other				
Permits - Building	\$158,725	\$125,000	\$145,000	\$140,000
Permits - Miscellaneous	5,662	5,000	5,000	5,000
Platting/Zoning Fees	3,930	3,000	3,500	3,000
Grant Proceeds	28,397	0	9,000	0
Court Fines	87,089	90,000	90,000	90,000
Miscellaneous Court Fees	86,858	80,000	85,000	85,000
State Service Fees	8,490	10,000	9,300	10,000
Time Payment Fees	0	0	0	0
Interest Income	22,674	20,000	28,000	30,000
Mixed Beverage Tax	2,552	1,000	1,750	2,000
Park Reservations	16,020	15,000	16,000	15,000
Arboretum Rentals	221,972	225,000	224,000	225,000
Animal Control Fees	1,525	1,500	1,500	1,500
* Service Charges - Utility Fund	323,685	223,685	223,685	123,685
Alarm Monitoring	19,456	19,000	19,000	19,000
Dispatch Services	24,311	25,000	24,926	12,000
School Resource Officer	129,404	125,000	130,000	130,000
Miscellaneous Income	5,989	5,000	5,000	5,000
Lease Revenue	18,000	18,000	18,000	18,000
Arboretum Attendant/Security	4,950	5,000	5,000	5,000
Arboretum Equipment Rental	3,653	0	3,600	0
Arboretum Catering	233	0	200	0
Festival Admissions	10,244	0	5,000	0
Festival Vendor Fees	325	0	300	0
Festival Sponsorships	31,500	0	23,000	0
Family Center Program Fees	148,075	204,917	197,828	212,435
Family Center Rentals	15,220	12,240	13,000	13,000
Family Center Sponsorships	13,050	16,320	16,000	16,000
Family Center Concessions	9,927	10,200	10,000	10,000
Transfer from Tourism Fund	170,131	208,635	140,054	217,660
	\$1,572,047	\$1,448,497	\$1,452,643	\$1,388,280
Total Revenues	\$9,660,346	\$10,153,879	\$10,178,645	\$10,410,512

* The \$123,685 consists of \$92,764 in the Water Services Department and \$30,921 in the Sewer Services Department.

WOODWAY, TEXAS

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2018-2019**

Assessed Valuation for 2018	\$1,161,150,073
Tax Rate Per \$100 Valuation	0.4500
Revenue from 2018 Tax Roll	5,225,175
Estimated Collections	<u>99%</u>
TOTAL FUNDS AVAILABLE	<u>\$5,172,923</u>

SCHEDULE OF TAX LEVY AND COLLECTION RATE

TAX YEAR	TOTAL ASSESSED VALUATION	TAX RATE	TAX LEVY	CURRENT TAX COLLECTION	% COLLECTION TO LEVY
2008	776,590,751	0.45720	3,550,573	3,516,857	99.050%
2009	807,392,339	0.45720	3,691,398	3,651,754	98.926%
2010	816,065,003	0.45720	3,731,049	3,686,509	98.806%
2011	833,545,416	0.45690	3,808,469	3,765,524	98.872%
2012	838,949,841	0.45690	3,833,162	3,796,907	99.054%
2013	852,548,069	0.45690	3,895,292	3,854,888	98.963%
2014	911,970,360	0.47000	4,286,261	4,329,685	101.013%
2015	950,886,030	0.47000	4,469,164	4,436,643	99.272%
2016	995,219,209	0.47000	4,677,530	4,645,641	99.318%
2017	1,068,858,260	0.47000	5,023,634	4,997,434	99.478%
2018	1,161,150,073	0.45000	5,225,175		

TAX RATE PER \$100

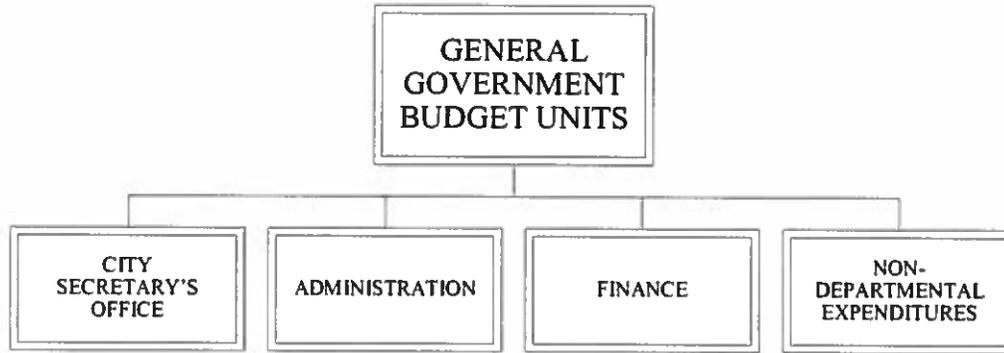
PROPOSED DISTRIBUTION	2017-2018	2018-2019	AMOUNT 2018-2019	%
General	0.400528	0.390000	4,476,232	86.532%
Future Capital Street Improvements	0.045000	0.045000	522,518	10.101%
Long-Term Capital Projects	0.015000	0.015000	174,173	3.367%
Interest and Sinking	0.009472	0.000000	0	0.000%
Total	0.470000	0.450000	5,172,923	100.000%

**GENERAL FUND
DETAIL**



WOODWAY, TEXAS

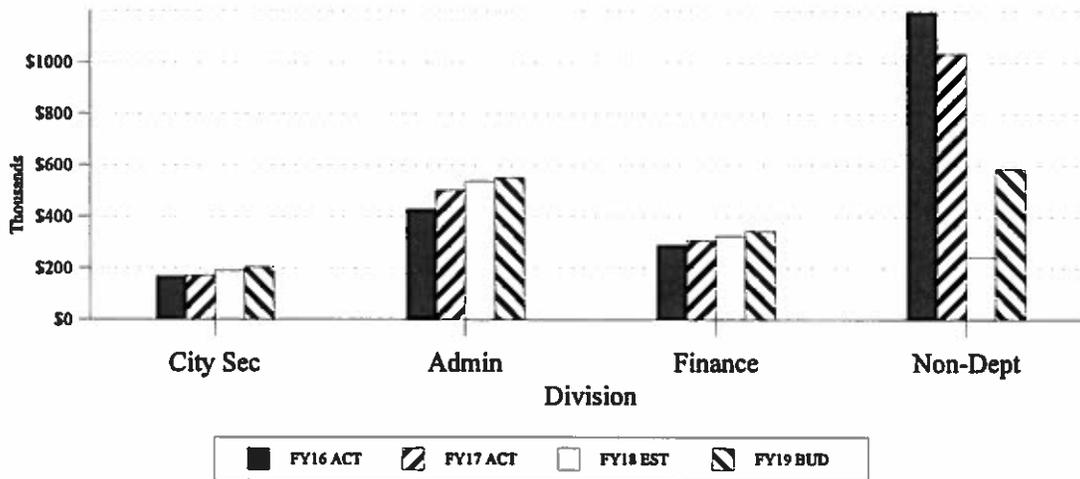
GENERAL GOVERNMENT SUMMARY
2018-2019



City Manager - John Hatchel (772-4480)
 Director of Finance - William Klump (772-4482)
 City Secretary - Donna Barkley (772-4480)

ACTIVITY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
City Secretary's Office	\$169,980	\$195,337	\$191,223	\$203,156
Administration	502,385	655,397	536,142	550,864
Finance	305,489	326,503	323,525	343,825
Non-Departmental	1,032,952	303,663	242,666	584,224
TOTALS	\$2,010,806	\$1,480,900	\$1,293,556	\$1,682,069

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

GENERAL GOVERNMENT SUMMARY
2018-2019

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$1,988,132	\$1,460,900	\$1,265,556	\$1,652,069
Interest Income	22,674	20,000	28,000	30,000
Total Resources	\$2,010,806	\$1,480,900	\$1,293,556	\$1,682,069

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$780,304	\$946,732	\$856,240	\$838,761
Supplies & Materials	40,318	51,360	45,758	53,560
Repairs & Maintenance	13,594	18,100	14,650	18,100
Other Services & Charges	252,267	340,208	257,408	342,063
Capital	4,823	5,000	0	2,500
Operating Transfers	919,500	119,500	119,500	427,085
Total Expenditures	\$2,010,806	\$1,480,900	\$1,293,556	\$1,682,069

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.50	0.50	0.50	0.50
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	2.70	2.70	2.70	2.70
Management/Supervision	4.00	4.00	4.00	4.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	7.20	7.20	7.20	7.20

**GENERAL GOVERNMENT
CITY SECRETARY'S OFFICE - 4101**

PROGRAM DESCRIPTION

The City Secretary coordinates the City Council agenda process, attends meetings of the City Council, and prepares the official minutes. The City Secretary prepares and distributes all board and commission meeting packets, coordinates the appointment process, and monitors terms and attendance. The City Secretary is responsible for posting all open meetings and events, and publishes and distributes public hearing notices as required by law. The City Secretary is responsible for the administration of all municipal elections. The City Secretary is the clerk of record for the City, responsible for documenting, publishing, and archiving official records. The City Secretary administers the organization-wide records management program with the assistance of an outside consultant, provides record retrieval, and processes requests for public information. The City Secretary is responsible for the annual ordinance codification process. The City Secretary coordinates the bidding process for all City departments when sealed bids are required. The City Secretary is responsible for editing the City of Woodway web site where it pertains to her area of responsibility. The City Secretary prepares written materials including, but not limited to, general correspondence, reports and policies, and conducts research and performs special projects as assigned by the City Manager.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue up to date administration of record retention program through annual assistance from outside services.
2. Prepare information regarding board/commission member vacancies and attendance records for City Council Nominating Committee by April of each year.
3. Prepare board/commission packets for mailing one week prior to each meeting; distribute City Council packets on the Friday before each meeting. Post meetings as required by law.
4. Complete all tasks necessary to efficiently conduct City elections as required by law.
5. File all plats with County Clerk in a timely fashion.
6. Transcribe City Council minutes within 48 hours of each meeting.
7. Publish, post and mail public hearing notices as required by law.
8. Mail letters to holders of expiring Special Use Permits and process all special use permits in a timely fashion.
9. File final ordinance, resolution and bid documents as soon as possible after finalization, and publish as required by law.
10. Respond to requests for open records in a timely fashion and as required by law.
11. Add next months calendar items to web site by the 15th of each month and update other pages in a timely manner.

PERFORMANCE MEASURES	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Boxes of Inactive Records	219	275	219	219
Cubic Feet of Records Purged	70	75	70	70
2. Number of Board/Commission Attendance Records Maintained	46	51	43	43
3. Number of Meeting Packets Prepared - Council, Boards, & Comm.	65	68	65	61
4. Number of Meetings & Events Posted	80	81	80	80
5. Number of Early Voters Processed - City	0	300	300	300
6. Number of Election Day Voters Processed - City	0	400	400	400
7. Number of Plats Filed	14	9	14	14
8. Number of Council Minutes Transcribed	24	25	24	24
- Number of Total Pages	97	96	96	96
9. Number of Public Hearing Notices Posted	12	20	12	12
10. Number of SUP Renewal Letters Mailed	6	3	2	5
Number of SUP Approval Letters Mailed	4	3	2	5
11. Number of Ordinances/Resolutions/Bids Processed	39	30	30	30
12. Number of Bids Published and Opened	9	6	5	5

WOODWAY, TEXAS

**GENERAL GOVERNMENT
CITY SECRETARY'S OFFICE - 4101**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$169,980	\$195,337	\$191,223	\$203,156
Total Resources	\$169,980	\$195,337	\$191,223	\$203,156

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$94,025	\$105,809	\$100,475	\$108,674
Supplies & Materials	6,302	11,710	11,910	12,910
Repairs & Maintenance	0	600	600	600
Other Services & Charges	69,653	77,218	78,238	80,972
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$169,980	\$195,337	\$191,223	\$203,156

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	1.00	1.00	1.00	1.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	1.00	1.00	1.00	1.00

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Professional	\$69,932	\$73,443	\$73,895	\$77,925
Temporary	\$0	\$0	\$0	\$0
Overtime	233	3,500	1,500	1,500
Insurance	8,646	12,376	8,614	12,242
FICA/Medicare Tax	1,044	1,145	1,123	1,183
Retirement	11,867	13,117	12,832	13,536
Workers' Compensation	368	189	493	158
Incentive Pay	1,935	2,039	2,018	2,130
Total Salaries & Benefits	\$94,025	\$105,809	\$100,475	\$108,674
Supplies & Materials				
Printing	\$2,065	\$2,000	\$2,500	\$3,000
Computer Supplies	275	310	310	310
Office Supplies	677	500	700	700
Postage	753	1,000	1,000	1,000
Supplies - Motor Vehicles	50	200	200	200
Supplies - Election	133	5,000	4,500	5,000
Service Awards/Banquet	2,349	2,700	2,700	2,700
Total Supplies & Materials	\$6,302	\$11,710	\$11,910	\$12,910
Repairs & Maintenance				
Maintenance - Office Equipment	\$0	\$600	\$600	\$600
Total Repairs & Maintenance	\$0	\$600	\$600	\$600

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Special Studies	\$1,784	\$1,500	\$1,000	\$1,500
Contract Labor	0	0	0	0
Tax Collection Fee	11,425	12,000	12,077	13,000
Appraisal District Fees	47,739	55,226	56,030	57,000
Schools/Conferences	1,577	2,300	2,000	2,300
Employment Screening	0	0	0	0
Property/Liability Insurance	844	886	825	866
Newspaper Notices	6,041	5,000	6,000	6,000
Subscriptions/Memberships	243	306	306	306
Total Other Services & Charges	\$69,653	\$77,218	\$78,238	\$80,972
Capital Outlay				
Office Equipment	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement Transfer	\$0	\$0	\$0	\$0
Total Operating Transfers	\$0	\$0	\$0	\$0
Total Expenditures	\$169,980	\$195,337	\$191,223	\$203,156

**GENERAL GOVERNMENT
ADMINISTRATION - 4103**

PROGRAM DESCRIPTION

The Administration Division is responsible for general management of the City's affairs as determined by policy established by the City Council. This Division includes the City Manager, the Assistant to the City Manager, and an Administrative Assistant. The City Manager serves as the chief executive officer of the City, responsible for personnel management, financial management, and all operational oversight. Administration also accepts responsibility for coordinating various City events and communications. The Division serves as a primary point of contact and liaison to the City Council, the community, the press, boards and commissions, and area agencies.

GOALS AND OBJECTIVES FOR 2018-2019

1. Achieve Distinguished Budget Presentation Award from GFOA for 24rd consecutive year.
2. Enhance communication with citizenry through continuing to publish an attractive and informative newsletter at least 6 times per year, maintaining an enhanced web site, and coordinating neighborhood meetings prior to public improvements.
3. Maintain active participation in community and intergovernmental matters through providing leadership on various planning committees (i.e. Waco MPO, HOTCOG, Hewitt Chamber of Commerce, Greater Waco Chamber, etc.).
4. Provide support for the City's Boards and Commissions.
5. Implement Year 24 of Pay-For-Performance.
6. Implement year 21 of the Toward 2000 Task Force capital improvement program initiative.
7. Actively promote quality commercial/retail development along Hwy. 84.
8. Continue to provide effective leadership for Waco/McLennan County Public Health District.
9. Nurture professional development of management team.
10. Further motivate and foster employee productivity through implementation of various workforce programs (i.e. Team Incentives, etc.)

PERFORMANCE MEASURES	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Newsletters published	6	6	6	6
2. Citizen calls (average daily)	50	50	50	50
3. Special events coordinated	15	15	15	15
4. Employees per Capita	1:99	1:94	1:96	1:95
5. General Obligation Bond Rating:				
A. Moody's Investors Service	Aa2	Aa2	Aa2	Aa2
B. Standard & Poor's	AA+	AA+	AA+	AA+
6. Bonds Sold (\$Million)	\$0.0	\$0.0	\$9.5	\$0.0
7. Ad Valorem Tax Rate:	0.470000	0.470000	0.470000	0.450000
A. Operation & Maintenance	0.378956	0.400528	0.400528	0.390000
B. Future Capital Street Improvements	0.045000	0.045000	0.045000	0.045000
C. Long-Term Capital Projects	0.015000	0.015000	0.015000	0.015000
D. Interest & Sinking	0.031044	0.009472	0.009472	0.000000

WOODWAY, TEXAS

ADMINISTRATION - 4103

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$502,385	\$655,397	\$536,142	\$550,864
Total Resources	\$502,385	\$655,397	\$536,142	\$550,864

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$426,171	\$529,311	\$479,662	\$439,298
Supplies & Materials	28,749	32,200	28,660	33,200
Repairs & Maintenance	694	2,500	650	2,500
Other Services & Charges	41,948	86,386	27,170	73,366
Capital	4,823	5,000	0	2,500
Operating Transfers	0	0	0	0
Total Expenditures	\$502,385	\$655,397	\$536,142	\$550,864

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	1.70	1.70	1.70	1.70
Management/Supervision	2.00	2.00	2.00	2.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	3.70	3.70	3.70	3.70

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

ADMINISTRATION - 4103

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Office/Clerical	\$0	\$0	\$0	\$0
Professional	104,612	85,030	80,260	84,832
Management/Supervision	204,901	291,865	287,781	224,442
Temporary	6,399	13,000	0	13,000
Overtime	13	2,000	100	2,000
Insurance	44,299	52,128	37,332	51,463
FICA/Medicare Tax	2,040	6,621	2,147	5,579
Retirement	51,973	64,437	59,207	52,474
Workers' Compensation	4,922	5,123	5,345	629
Car Allowance	0	0	0	0
Incentive Pay	7,012	9,107	7,490	4,879
Total Salaries & Benefits	\$426,171	\$529,311	\$479,662	\$439,298
Supplies & Materials				
Office Supplies	\$2,760	\$2,000	\$2,500	\$2,500
Computer Supplies	2,782	2,700	2,500	2,700
Postage	8,254	7,000	6,660	7,500
Film and Developing	0	0	0	0
Printing	310	1,500	500	1,500
Supplies - Motor Vehicles	628	2,000	500	2,000
Minor Tools & Equipment	1,716	2,000	1,000	2,000
Food/Memorials	6,972	9,000	5,000	7,500
Service Awards/Banquet	5,327	6,000	10,000	7,500
Total Supplies & Materials	\$28,749	\$32,200	\$28,660	\$33,200
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$484	\$1,500	\$500	\$1,500
Maintenance - Office Equipment	210	1,000	150	1,000
Total Repairs & Maintenance	\$694	\$2,500	\$650	\$2,500

WOODWAY, TEXAS

ADMINISTRATION - 4103

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Special Studies	\$0	\$30,000	\$0	\$25,000
Contract labor	600	6,000	0	5,000
Schools/Conferences	10,051	12,000	2,500	10,000
Employment Screening	24	500	100	500
Recruiting	0	2,000	0	2,000
Newsletter	12,530	13,000	11,745	13,000
Newspaper Notices	801	2,000	0	2,000
Property/Liability Insurance	844	886	825	866
Community Programs	4,667	5,000	2,500	5,000
Subscriptions/Memberships	12,371	10,000	9,500	10,000
Boards & Commissions	0	5,000	0	0
Contingency/Emergency Expenditure	60	0	0	0
Total Other Services & Charges	\$41,948	\$86,386	\$27,170	\$73,366
Capital Outlay				
Office Equipment	\$4,823	\$5,000	\$0	\$2,500
Total Capital Outlay	\$4,823	\$5,000	\$0	\$2,500
Operating Transfers				
Equipment Replacement	\$0	\$0	\$0	\$0
Total Operating Transfers	\$0	\$0	\$0	\$0
Total Expenditures	\$502,385	\$655,397	\$536,142	\$550,864

**GENERAL GOVERNMENT
FINANCE - 4105**

PROGRAM DESCRIPTION

The Finance Division is responsible for recording all financial transactions, preparing internal reports, and coordinating the external audit. The Division prepares and implements the annual budget and prepares monthly budgetary reports, as well as maintains the City's cash and investment portfolio. Finance is also responsible for purchasing by maintaining a purchase order system, enforcing purchasing internal controls, and the related encumbrance accounting. The Finance Division is also responsible for Risk Management duties by maintaining and updating Property & Liability, Errors & Omissions and Workers' Compensation insurance and processing claims. The Finance Division is responsible for coordinating the City's personnel function including processing new hires, terminations, and promotions; maintaining personnel records; and administering personnel benefits. Finally, the Finance Division is also responsible for the Utility Billing/Customer Service functions.

GOALS AND OBJECTIVES FOR 2018-2019

1. Prepare and present quarterly financial reports for City Council by 2nd Council meeting following the quarter.
2. Prepare and distribute monthly budget reports for Staff by 10th of month.
3. Complete cross training for personnel on departmental operations and implement periodic temporary reassignments.
4. Complete full training for existing staff in order to reorganize employee duties to streamline operations.
5. Continue to develop all employees' PC abilities in Word and Excel in order to provide efficiency & automate manual duties.
6. Perform reconciliation of general ledger accounts by 10th of month with 99% accuracy.
7. Cross train all department personnel on utility operations.
8. Continue to improve interdepartmental relations.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Quarterly Financial Reports Compiled/Presented	4	4	4	4
2. Budget Reports Issued to Department Heads by 10th month	92%	92%	92%	92%
3. Investment Portfolio Maintained (million \$)	\$17.0	\$16.0	\$26.0	\$20.0
4. Payroll Prepared				
- Checks	69	70	69	70
- Direct Deposit	2,333	2,350	2,355	2,375
5. Accounts Payable Checks Prepared	3,202	3,350	3,149	3,200
6. Purchase Orders Issued	212	300	258	300
7. Journal Entries Processed	827	1,000	821	900
8. Property & Liability Claims Processed	7	10	7	10
9. Workers' Comp Claims Processed	8	10	5	10
10. Employment Applications Processed	227	225	219	220
11. New Hires Processed	16	20	25	20
12. Employee Terminations Processed	14	15	15	15
13. Rate of Employee Turnover (%)	15.00%	15.00%	16.00%	15.00%
14. Park Reservations Processed	286	290	257	300
15. Number of Regular Employees Served	88	92	90	92

WOODWAY, TEXAS

**ERNMENT
FINANCE - 4105**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$282,815	\$306,503	\$295,525	\$313,825
Interest Income	22,674	20,000	28,000	30,000
Total Resources	\$305,489	\$326,503	\$323,525	\$343,825

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$259,343	\$274,549	\$276,103	\$289,289
Supplies & Materials	5,267	7,450	5,188	7,450
Repairs & Maintenance	12,900	15,000	13,400	15,000
Other Services & Charges	27,979	29,504	28,834	32,086
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$305,489	\$326,503	\$323,525	\$343,825

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.50	0.50	0.50	0.50
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.00	2.00	2.00	2.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	2.50	2.50	2.50	2.50

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

FINANCE - 4105

	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
Salaries & Benefits				
Office/Clerical	\$21,607	\$21,540	\$21,934	\$22,566
Professional	0	0	0	0
Management/Supervision	165,208	173,714	177,778	185,121
Temporary	0	0	0	0
Overtime	318	1,000	500	1,000
Insurance	25,694	30,971	26,600	30,657
FICA/Medicare Tax	2,863	2,898	3,060	3,083
Retirement	32,568	33,187	35,011	35,294
Unemployment	0	0	0	0
Workers' Compensation	465	460	476	406
Car Allowance	7,200	7,200	7,200	7,200
Incentive Pay	3,420	3,579	3,544	3,962
Total Salaries & Benefits	\$259,343	\$274,549	\$276,103	\$289,289
Supplies & Materials				
Printing	\$738	\$1,000	\$750	\$1,000
Office Supplies	1,773	2,000	1,500	2,000
Computer Supplies	1,183	2,000	1,000	2,000
Postage	1,538	1,800	1,788	1,800
Supplies - Motor Vehicles	0	350	0	350
Risk Mgmt Supplies	0	0	0	0
Food/Memorials	35	300	150	300
Total Supplies & Materials	\$5,267	\$7,450	\$5,188	\$7,450
Repairs & Maintenance				
Maintenance - Office Equipment	\$12,900	\$15,000	\$13,400	\$15,000
Total Repairs & Maintenance	\$12,900	\$15,000	\$13,400	\$15,000

WOODWAY, TEXAS

FINANCE - 4105

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Special Studies	\$1,525	\$1,525	\$1,525	\$1,525
Contract Labor	0	0	0	0
Audit Services	13,195	13,000	13,845	14,495
Schools/Conferences	149	500	250	500
Employment Screening	0	200	0	200
Unemployment Filing Fees	0	0	0	0
Office Equipment Rental	11,031	11,000	11,040	12,000
Property/Liability Insurance	844	779	825	866
Surety Bond	705	1,000	705	1,000
Newspaper Notices	0	500	0	500
Subscriptions/Memberships	530	1,000	644	1,000
Total Other Services & Charges	\$27,979	\$29,504	\$28,834	\$32,086
Capital Outlay				
Office Equipment	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement	\$0	\$0	\$0	\$0
Total Operating Transfers	\$0	\$0	\$0	\$0
Total Expenditures	\$305,489	\$326,503	\$323,525	\$343,825

WOODWAY, TEXAS

**GENERAL GOVERNMENT
NON-DEPARTMENTAL - 4109**

PROGRAM DESCRIPTION

This budget unit accounts for non-departmental General Fund expenditures (or may include expenditures which support various General Fund departments).

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$1,032,952	\$303,663	\$242,666	\$584,224
Total Resources	\$1,032,952	\$303,663	\$242,666	\$584,224

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$765	\$37,063	\$0	\$1,500
Supplies & Materials	0	0	0	0
Repairs & Maintenance	0	0	0	0
Other Services & Charges	112,687	147,100	123,166	155,639
Capital	0	0	0	0
Operating Transfers	919,500	119,500	119,500	427,085
Total Expenditures	\$1,032,952	\$303,663	\$242,666	\$584,224

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

NON-DEPARTMENTAL - 4109

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Overtime	\$0	\$30,000	\$0	\$0
FICA/Medicare Tax	0	435	0	0
Retirement	0	5,025	0	0
Workers' Compensation	0	103	0	0
Team Incentives	765	1,500	0	1,500
Total Salaries & Benefits	\$765	\$37,063	\$0	\$1,500
Other Services & Charges				
Legal Services	\$59,444	\$50,000	\$80,000	\$50,000
Engineering Services	32,250	20,000	0	20,000
Public Health District	13,140	16,000	13,166	16,000
Contingency/Emergency Expenditures	7,853	61,100	30,000	69,639
Total Other Services & Charges	\$112,687	\$147,100	\$123,166	\$155,639
Operating Transfers				
Legal Contingency Transfer	\$0	\$0	\$0	\$0
Equipment Replacement	19,500	119,500	119,500	19,500
Park Project Transfer	0	0	0	192,585
Capital Project Transfer	900,000	0	0	115,000
Emergency Reserve Fund Transfer	0	0	0	100,000
Total Operating Transfers	\$919,500	\$119,500	\$119,500	\$427,085
Total Expenditures	\$1,032,952	\$303,663	\$242,666	\$584,224

WOODWAY, TEXAS

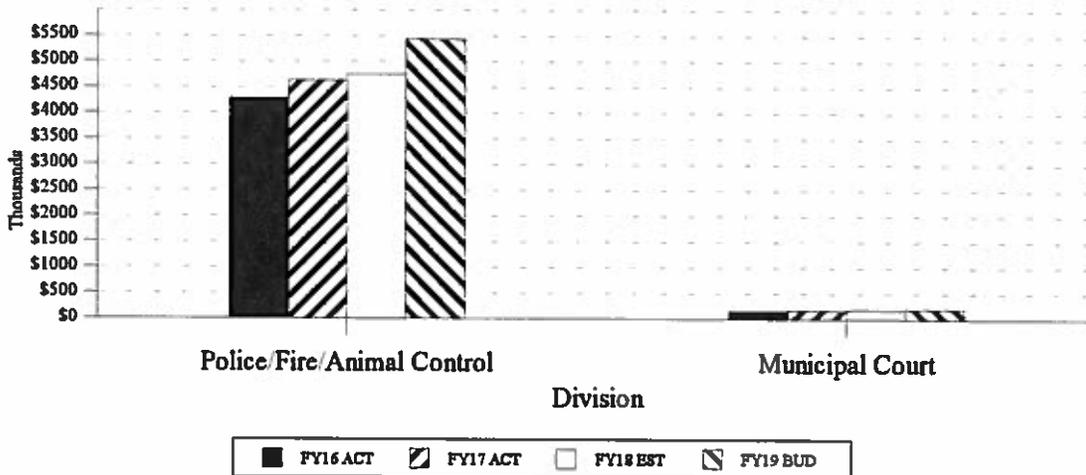
PUBLIC SAFETY SUMMARY
2018-2019



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

ACTIVITY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Police/Fire/Animal Control	\$4,625,628	\$5,395,755	\$4,742,707	\$5,440,292
Municipal Court	171,435	188,779	181,093	194,253
TOTALS	\$4,797,063	\$5,584,534	\$4,923,800	\$5,634,545

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

PUBLIC SAFETY SUMMARY
2018-2019

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$4,593,645	\$5,384,034	\$4,719,000	\$5,429,045
Court Fines	87,089	90,000	90,000	90,000
Miscellaneous Court Fees	86,858	80,000	85,000	85,000
State Service Fees	8,490	10,000	9,300	10,000
Time Payment Fees	0	0	0	0
Animal Control	1,525	1,500	1,500	1,500
Alarm Monitoring	19,456	19,000	19,000	19,000
Total Resources	\$4,797,063	\$5,584,534	\$4,923,800	\$5,634,545

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$3,896,475	\$4,673,189	\$4,089,430	\$4,695,166
Supplies & Materials	153,000	169,100	148,375	167,600
Repairs & Maintenance	154,003	188,226	157,899	188,226
Other Services & Charges	201,513	222,319	202,856	230,733
Capital	24,472	8,900	2,440	6,120
Operating Transfers	367,600	322,800	322,800	346,700
Total Expenditures	\$4,797,063	\$5,584,534	\$4,923,800	\$5,634,545

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.50	0.50	0.50	0.50
Office/Clerical	3.00	3.00	3.00	3.00
Technical	8.00	8.00	8.00	8.00
Sworn Personnel	22.00	24.00	24.00	24.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	10.00	11.00	11.00	11.00
Temporary/Seasonal	1.50	1.50	1.50	1.50
Total Personnel	45.00	48.00	48.00	48.00

WOODWAY, TEXAS

PUBLIC SAFETY ADMINISTRATION/COMMUNICATIONS - 4201

PROGRAM DESCRIPTION

This Division includes general public safety administration, personnel and training, and communications operations. Personnel and Training hires Department personnel, provides training (including in-house training) and maintains records of each employee. The Communications section handles all emergency and non-emergency telephone calls, all radio traffic and processes all reports for the department. This section also monitors inclement weather, operates the City's emergency warning system, and monitors the Alarm Direct System.

GOALS AND OBJECTIVES FOR 2018-2019

1. Increase Volunteer Fire Fighter force to 20 or more and continue to train for maximum effectiveness.
2. Maintain attrition rate of 10% or lower.
3. Insure that all department personnel receive mandated and relevant training during the coming year.
4. Continue to answer all radio traffic as a top priority.
5. Maintain percentage of 911 calls answered in 20 seconds or less at or above 90%.
6. Reduce sick time in dispatch by at least 20%.
7. Continue to audit all electronic records for accuracy and completeness and maintain a NIBRS error rate of 0.00%.
8. Insure all personnel have good equipment to perform their duties properly, and replace broken & worn equipment ASAP.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
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PERSONNEL & TRAINING:

1. Applications processed-Dispatch, Sworn	40	30	80	40
2. Personnel hired	10	0	5	2
3. Background Invest. (Sworn, Civilian, Temp)	10	10	12	12
4. Physical Agility Tests administered	25	40	25	25
5. Written Officer Test administered	25	25	25	25
6. Dispatch tests admin. (Aptitude/Typing)	30	40	40	40
7. Total # of Volunteers	11	20	11	10
8. Persons who apply to be Volunteers	0	5	0	2
9. Vol. Fire Trng Academies Hrs (#hrs x #vols.)	0	500	100	100
10. Volunteer Academy Graduates	0	5	1	2
11. In-Service Training Hours				
a. Police	1,100	1,200	1,200	1,200
b. Fire	1,400	1,500	1,500	1,500

Priority 1 - Emergency response to life threat situation.

Priority 2 - Immediate response to property threat situation.

Priority 3 - Routine response calls.

COMMUNICATIONS:

1. 911 Calls answered in 20 seconds or less	100.000%	100.000%	100.000%	100.000%
2. Number of Calls by Type				
Priority 1	568	600	560	600
Priority 2	2,828	3,200	3,000	1,200
Priority 3	1,456	1,500	1,500	1,500
3. Number of Traffic Calls into Dispatch	10,520	9,000	9,000	9,000
4. Number of CAD Calls into Dispatch	24,815	21,000	23,000	23,000
5. Number of Direct Alarms Monitored	106	110	106	110
6. Number of Calls Dispatched	3,803	4,200	4,000	4,200

**PUBLIC SAFETY
ANIMAL CONTROL - 4201**

PROGRAM DESCRIPTION

Animal Control operations consist of one certified Animal Control Officer who responds to all calls for lost, stray, vicious, injured, or wild animals.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue more active implementation of new animal ordinances.
2. Initiate a better program to handle skunk and wild animal calls.
3. Review ordinances to clarify some parts.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Number of Animal Related Calls				
A. Vicious Dogs	7	8	7	14
B. Bite	18	20	6	12
C. Cruelty to Animals	6	3	6	12
D. Animal Calls - Hewitt	6	20	4	10
E. VCO Cat	2	2	0	0
F. VCO Dog	313	400	178	356
G. Other Animal	133	175	160	320
2. Class C citations Issued	3	4	3	6
3. Number of complaints filed	4	4	4	8
4. Animals taken to shelter	21	24	37	74
A. Euthanized / Died Naturally	10	10	10	20
B. Reclaimed	20	30	20	40
C. Adopted	6	8	7	14
5. Rabies testing	4	5	4	8
Central TX Pest Control (since 8/1/00)				
A. Skunk calls	4	5	2	4
B. Other calls	0	0	0	2

PROGRAM DESCRIPTION

In addition to structure fires, the fire department responds to a variety of calls including smoke scares, suspicious odors, electrical malfunctions, and mutual aid assistance. Vehicle extrication or rescue from car accidents is performed within the City and our department is frequently called to other jurisdictions to aid in extrication. Two "Jaws of Life" are in operation within the fire department. Fire operations are currently supported by 21 paid and 19 volunteer firefighters. Department apparatus include a Pierce 100 foot platform truck, two 1250 gpm engine companies, one rescue vehicle, and one wild land grass rig. Fire inspections on public establishments are performed to reduce the number of fire hazards and enhance life safety on existing structures. Plan review of new businesses insure fire code regulations are incorporated into the final construction to enhance both the safety of the public and firefighters. The fire department is also called upon to inspect homes for child placement and advise on home safety matters. The fire department installs smoke detectors at no cost to residents. As required under Texas law, all fire engines and some selected equipment must undergo annual testing to verify performance meets minimum standards. When the cause of a fire is not immediately recognized, fire cause and determination investigations are completed to best determine the cause.

GOALS AND OBJECTIVES FOR 2018-2019

1. Insure all apparatus and required equipment are tested to insure function at the fire scene.
2. Inspect each business annually to reduce accidental ignitions.
3. Review construction plans for compliance with fire codes to enhance life safety.
4. Investigate and determine as near as possible the cause on all fires within the City.
5. To assist citizens with any fire related safety issued in their residences.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Plans Reviewed	17	15	8	15
2. Business Inspections	247	150	100	250
% of businesses Inspected	100%	100%	100%	100%
Reinspections	96	125	125	125
3. Fire Calls responded to:				
1st Responder time to fire (minutes)	03:00	03:00	03:00	03:00
Number of calls responded to:				
- Structure	5	10	2	10
- Grass	1	10	2	10
- Vehicle	4	8	4	8
- False Alarm	76	60	90	175
- Other	76	30	120	175
4. Hydrants Inspected	0	300	300	320
5. Fire Apparatus Tested	100%	100%	100%	100%
6. Volunteer Fire Fighter Hours	540	1,000	600	600

WOODWAY, TEXAS

PUBLIC SAFETY INVESTIGATIONS - 4201

PROGRAM DESCRIPTION

The Criminal Investigation Unit of the Department is responsible for processing all written reports that come into the department. They assign cases that need follow up and process all evidence/property taken in by patrol, by citizens, or by seizure during search warrants. Investigators file cases with the District Attorney's Office, Juvenile Detention, or U.S. Attorney as needed. The Code Enforcement Officer also works under this section and is responsible for taking care of any violations of ordinances that deal with the uncontrolled growth of grass and weeds, accumulation of brush or trash, illegal signs, general nuisances, any illegal or improper parking/storing of vehicles, answers animal calls, and captures and transports animals to the shelter.

GOALS AND OBJECTIVES FOR 2018-2019

1. Achieve and maintain at least a 40% clearance rate for Investigations.
2. Follow up on all initially assigned cases within 24 hours, at least 90% of the time.
3. Increase efforts to promote community programs to better reach the citizens and get them more involved.
4. Contact persons in violation of grass, nuisance, trash, or parking ordinances within 24 hours of the reported violation, at least 90% of the time.
5. Continue to educate the citizens on our grass, nuisance, trash, and parking ordinances.
6. Successfully upgrade the computer workstations so that minimal worktime is lost due to computer failure.
7. Ensure that all Patrol officers know the proper fingerprinting techniques to help recover physical evidence at scenes.
8. Increase our working ability in the identification of high crime areas, potential suspects, and communicate data to the Patrol Section.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
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INVESTIGATION DUTIES:

1. Number of cases referred	131	250	140	200
2. Cases cleared (%)	34%	30%	30%	30%
3. Number of persons contacted	2,500	2,500	2,500	2,500
4. Number of Hours on follow ups	2,200	2,200	2,200	2,200
5. Number of Crimes against persons	65	40	40	40
6. Number of Crimes against property	137	150	150	150
7. Number of violation of city ordinances	951	700	700	700
8. Number of parking violations	21	30	20	30

ADMINISTRATIVE DUTIES:

1 Case administration hours	2,000	2,000	2,000	2,000
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PROGRAM DESCRIPTION

The Patrol Division is the largest section within the department. It is staffed with eighteen Public Safety Officers, four Sergeants, a Captain, and 2 School Resource Officers. The officers work 12 hour shifts, and provide professional community based policing. Their duties cover a wide range of responsibilities. They answer calls for service, enforce the traffic laws, city ordinances, and state laws. They are the first responders to medical emergencies and fire or rescue calls, motor vehicle accidents also require the officers' attention. They give tours of the department; teach in the Citizens Police Academy and other community based programs. They also have duties as bicycle patrol officers and are members of the Special Response Team, which among other duties include Dignitary Protection detail when requested by the United States Secret Service. Also working under the section Captain is the C.P.A., Neighborhood Watch, Crime Prevention, and other community programs.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue to give the citizens of the City of Woodway the up most professional quality of response to any call we receive, and rectify the problem as best as possible, with courtesy and promptness.
2. Continue the traffic enforcement program to reduce property damage and physical injury.
3. Continue the K-9 program and increase the number of drug arrests, seizures, and forfeitures filed.
4. Implement fire coverage overnight hours.
5. Maintain a responsible and reasonable ration of traffic stops to citations.
6. Maintain the excellent response time to priority one emergency calls, in a safe, courteous, and professional manner.
7. Continue to maintain a high rate of patrol officers off duty response to fire and rescue calls.
8. Continue to increase the number of households involved in the Neighborhood Watch Program.
9. Continue a wide variety of community events related to Public Safety Department.
10. Improve school police presence and SRO agreement with Midway ISD.

PERFORMANCE MEASURES	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Patrol hours	42,000	48,000	49,000	50,000
2. Patrol Mileage	405,000	401,500	415,000	420,000
3. Daily traffic on Hwy 84 (TXDOT)	43,233	50,000	48,000	48,000
4. Number of traffic stops	8,800	9,000	9,100	9,500
5. Number of traffic warnings	6,300	6,000	5,900	6,000
6. Number of citations issued	2,500	2,200	3,200	3,300
7. % of stops resulting in citations	30%	30%	35%	30%
8. Number of directed patrol hours	40	50	50	50
9. Number of vehicle accidents	270	140	250	250
10. Number of arrests	630	500	650	650
11. Number of house watches	16,500	18,000	18,000	10,000
12. Number of EMS First Responder calls	370	350	400	400
13. Off duty response rate **	80%	80%	80%	80%
14. Response to priority 1 calls (min)	03:20	03:00	03:00	03:00
15. Drug related k-9 searches	85	170	200	200
16. Warrant Service hours	70	200	100	110
17. Number of National Night Out gatherings	10	10	10	10

** All amounts are estimates only.

WOODWAY, TEXAS

PUBLIC SAFETY
PUBLIC SAFETY - 4201

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$4,517,558	\$5,285,255	\$4,632,207	\$5,329,792
Court Fines	87,089	90,000	90,000	90,000
Animal Control Fees	1,525	1,500	1,500	1,500
Alarm Monitoring	19,456	19,000	19,000	19,000
Total Resources	\$4,625,628	\$5,395,755	\$4,742,707	\$5,440,292

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$3,775,067	\$4,540,996	\$3,960,355	\$4,558,213
Supplies & Materials	149,931	164,600	143,695	163,100
Repairs & Maintenance	147,436	178,726	148,399	178,726
Other Services & Charges	161,122	180,833	165,018	187,433
Capital	24,472	7,800	2,440	6,120
Operating Transfers	367,600	322,800	322,800	346,700
Total Expenditures	\$4,625,628	\$5,395,755	\$4,742,707	\$5,440,292

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.50	0.50	0.50	0.50
Office/Clerical	2.25	2.25	2.25	2.25
Technical	8.00	8.00	8.00	8.00
Sworn Personnel	22.00	24.00	24.00	24.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	9.00	10.00	10.00	10.00
Temporary/Seasonal	1.50	1.50	1.50	1.50
Total Personnel	43.25	46.25	46.25	46.25

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$16,867	\$17,956	\$17,472	\$18,315
Office/Clerical	76,848	80,106	82,255	86,478
Technical	245,470	324,561	304,079	320,032
Sworn Personnel	1,268,346	1,458,592	1,302,475	1,477,394
Professional	0	0	0	0
Management/Supervision	808,725	962,991	892,079	980,269
Temporary/Seasonal	3,931	46,389	21,010	48,893
Overtime	112,234	132,000	110,000	132,000
Fire Pay	189,495	218,035	172,968	215,365
Insurance	438,156	570,798	431,577	564,421
FICA/Medicare Tax	39,075	50,894	44,338	51,444
Retirement	458,648	542,264	455,290	546,043
Unemployment	958	0	0	0
Workers' Compensation	49,235	64,878	61,205	56,901
Team Incentives	0	600	0	600
Incentive Pay	67,079	70,932	65,607	60,058
Total Salaries & Benefits	\$3,775,067	\$4,540,996	\$3,960,355	\$4,558,213
Supplies & Materials				
Uniform Service	\$17,363	\$23,000	\$16,088	\$23,000
Immunizations	1,713	2,000	1,941	2,000
Printing	2,165	2,000	742	2,000
Office Supplies	2,731	4,000	4,000	4,000
Computer Supplies	11,492	5,500	3,469	5,500
Postage	3,121	3,500	2,853	3,500
Film & Developing	5	600	0	600
Supplies - Motor Vehicles	73,743	75,000	70,000	75,000
Minor Tools & Equipment	16,948	16,000	15,101	16,000
Chemicals	256	3,500	3,203	3,500
Fire/Safety Gear	10,411	17,000	17,000	17,000
Food/Memorials	5,783	7,500	4,606	6,000
Service Awards/Banquets	4,200	5,000	4,692	5,000
Total Supplies & Materials	\$149,931	\$164,600	\$143,695	\$163,100
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$52,931	\$51,726	\$38,407	\$51,726
Maintenance - Office Equipment	60,167	81,000	65,000	81,000
Maintenance - Machinery & Equipment	27,045	35,000	35,000	35,000
Maintenance - Buildings & Grounds	7,293	11,000	9,992	11,000
Total Repairs & Maintenance	\$147,436	\$178,726	\$148,399	\$178,726

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
Other Services & Charges				
Contract Labor	\$0	\$0	\$0	\$0
Record Filing Fees	184	300	240	300
Schools/Conferences	40,405	54,000	41,613	54,000
Animal Control Services	10,913	12,000	13,655	13,655
Employment Screening	3,669	4,000	2,958	4,000
Recruiting	0	300	276	300
Ambulance/Medical Charges	390	6,000	6,000	6,000
Office Equipment Rental	4,740	5,500	3,363	5,500
Property/Liability Insurance	42,603	44,733	45,408	47,678
Communications	40,119	36,000	38,041	38,000
Newspaper Notices	0	3,000	120	3,000
Community Programs	4,328	4,000	2,344	4,000
Subscriptions/Memberships	13,771	11,000	11,000	11,000
Total Other Services & Charges	\$161,122	\$180,833	\$165,018	\$187,433
Capital Outlay				
Land	\$0	\$0	\$0	\$0
Machinery & Equipment	24,472	7,800	2,440	6,120
Office Equipment	0	0	0	0
Total Capital Outlay	\$24,472	\$7,800	\$2,440	\$6,120
Operating Transfers				
Equipment Replacement	\$367,600	\$322,800	\$322,800	\$346,700
Total Operating Transfers	\$367,600	\$322,800	\$322,800	\$346,700
Total Expenditures	\$4,625,628	\$5,395,755	\$4,742,707	\$5,440,292

WOODWAY, TEXAS

**PUBLIC SAFETY
MUNICIPAL COURT - 4203**

PROGRAM DESCRIPTION

The Municipal Court handles all Class C Misdemeanor charges originating in the City of Woodway. Law Enforcement Personnel, Code Enforcement Personnel, and Citizens initiate these charges. The Court is responsible for the docketing and processing of these charges including handling complaints, conducting weekly hour-long Court meetings between the judge and violators, and scheduling pretrial hearings, nonjury and jury trials. The Court administrative duties include processing late notices and warrants, daily collection of moneys, depositing and reporting of fines/fees to the City Finance Office, preparation of mandatory monthly and quarterly reports with the Office of Court Administration, State Comptroller's Office and the Department of Public Safety in Austin. Solicitor permit applications are processed and maintained by court personnel. The Court is staffed with one full-time court administrator and one full-time deputy court clerk to perform administrative duties. City Council appoints one primary judge and one alternate judge to administer judicial duties. The City Attorney assigns an attorney to perform duties of prosecuting attorney. An assigned Public Safety Officer performs the Court Bailiff duties.

GOALS AND OBJECTIVES FOR 2018-2019

1. Implement MCCI Laserfiche records management software to assist the court in going paper less
2. Implement "Court Notify" software to text/call reminders to defendants of deadlines.
3. Continue to maximize the use of Vigilant Solutions to clear warrants using patrol car license plate reader software and their collection efforts of correspondence (letters, emails, and texts) and deny vehicle registration renewals to defendants under warrant.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Cases filed	3,057	2,719	2,596	2,855
2. Jury Trials	0	2	0	1
3. Trial by Judge	4	4	1	2
4. Warrants issued	808	862	744	818
5. Written warnings	208	79	372	409
6. Average time citation to Trial (days)	60	60	60	60
7. Cases cleared	2,662	2,681	2,682	2,950
8. Deferred Disposition	596	587	580	638
9. Driving Safety Course	222	220	222	244
10. Presented Insurance	136	149	100	110
11. Dismissed upon compliance - Expired Registration/Driver's License	472	378	504	554
12. Dismissed by Prosecutor/Judge	154	44	72	79

WOODWAY, TEXAS

**PUBLIC SAFETY
MUNICIPAL COURT - 4203**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$76,087	\$98,779	\$86,793	\$99,253
Miscellaneous Court Fees	86,858	80,000	85,000	85,000
State Service Fees	8,490	10,000	9,300	10,000
Time Payment Fees	0	0	0	0
Total Resources	\$171,435	\$188,779	\$181,093	\$194,253

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$121,408	\$132,193	\$129,075	\$136,953
Supplies & Materials	3,069	4,500	4,680	4,500
Repairs & Maintenance	6,567	9,500	9,500	9,500
Other Services & Charges	40,391	41,486	37,838	43,300
Capital	0	1,100	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$171,435	\$188,779	\$181,093	\$194,253

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.75	0.75	0.75	0.75
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	1.75	1.75	1.75	1.75

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

MUNICIPAL COURT - 4203

	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
Salaries & Benefits				
Office/Clerical	\$27,798	\$29,173	\$29,443	\$30,956
Management/Supervision	57,338	60,217	60,619	63,536
Temporary/Seasonal	0	0	0	0
Overtime	0	1,500	500	500
Insurance	17,899	21,539	18,838	21,305
FICA/Medicare Tax	1,268	1,356	1,351	1,418
Retirement	14,420	15,536	15,485	16,234
Workers' Compensation	204	215	208	187
Incentive Pay	2,481	2,657	2,631	2,817
Total Salaries & Benefits	\$121,408	\$132,193	\$129,075	\$136,953
Supplies & Materials				
Printing	\$1,497	\$1,500	\$1,500	\$1,500
Office Supplies	550	1,000	437	1,000
Computer Supplies	0	1,000	1,479	1,000
Postage	1,022	1,000	1,264	1,000
Total Supplies & Materials	\$3,069	\$4,500	\$4,680	\$4,500
Repairs & Maintenance				
Maintenance - Office Equipment	\$6,567	\$7,000	\$7,000	\$7,000
Maintenance - Buildings & Grounds	0	2,500	2,500	2,500
Total Repairs & Maintenance	\$6,567	\$9,500	\$9,500	\$9,500

WOODWAY, TEXAS

MUNICIPAL COURT - 4203

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Legal Services	\$32,340	\$30,000	\$29,690	\$32,000
Jury Services	0	900	0	900
Schools/Conferences	541	1,600	700	1,600
Employment Screening	0	100	0	100
Bank Service Charges	3,014	3,000	3,746	3,800
Office Equipment Rental	986	1,000	739	1,000
Property/Liability Insurance	844	886	900	900
Communications	2,430	3,000	1,823	2,000
Subscriptions/Memberships	236	1,000	240	1,000
Total Other Services & Charges	\$40,391	\$41,486	\$37,838	\$43,300
Capital Outlay				
Office Equipment	\$0	\$1,100	\$0	\$0
Total Capital Outlay	\$0	\$1,100	\$0	\$0
Operating Transfers				
Equipment Replacement	\$0	\$0	\$0	\$0
Total Operating Transfers	\$0	\$0	\$0	\$0
Total Expenditures	\$171,435	\$188,779	\$181,093	\$194,253

WOODWAY, TEXAS

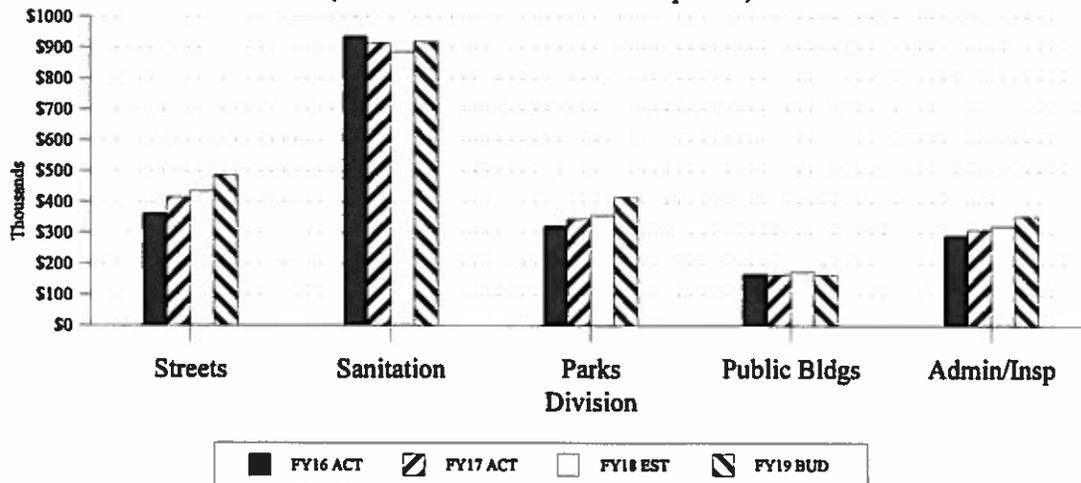
COMMUNITY SERVICES SUMMARY
2018-2019



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

ACTIVITY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Streets	\$414,205	\$478,417	\$435,807	\$486,777
Sanitation	914,067	892,489	886,004	920,000
Parks	345,560	421,716	356,149	416,274
Public Buildings	164,360	213,053	174,590	164,282
Administration/Inspections	311,061	342,533	322,543	354,219
TOTALS	\$2,149,253	\$2,348,208	\$2,175,093	\$2,341,552

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

COMMUNITY SERVICES SUMMARY
2018-2019

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$865,600	\$1,132,208	\$874,162	\$1,055,552
Sanitation - Residential	700,070	685,000	702,706	700,000
Sanitation - Commercial	396,246	380,000	425,725	420,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
Park Reservations	16,020	15,000	16,000	15,000
Permits - Buildings	158,725	125,000	145,000	140,000
Permits - Miscellaneous	5,662	5,000	5,000	5,000
Platting/Zoning Fees	3,930	3,000	3,500	3,000
Total Resources	\$2,149,253	\$2,348,208	\$2,175,093	\$2,341,552

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$825,075	\$946,650	\$862,240	\$969,024
Supplies & Materials	44,560	70,750	48,293	62,350
Repairs & Maintenance	114,568	94,550	75,300	94,550
Other Services & Charges	1,134,423	1,168,758	1,126,760	1,167,928
Capital	2,727	20,000	15,000	1,400
Operating Transfers	27,900	47,500	47,500	46,300
Total Expenditures	\$2,149,253	\$2,348,208	\$2,175,093	\$2,341,552

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	8.00	8.00	8.00	8.00
Office/Clerical	0.40	0.40	0.40	0.40
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.40	2.40	2.40	2.40
Temporary/Seasonal	0.50	0.50	0.50	0.50
Total Personnel	12.30	12.30	12.30	12.30

**COMMUNITY SERVICES
STREETS - 4301**

PROGRAM DESCRIPTION

The Street Division is responsible for maintaining and repairing all public streets. This service includes repairing the curb, gutters, street cuts, pot holes, and base failures. The Division is also responsible for maintaining all traffic control devices, installing stop bars at intersections and manufacturing street name signs, stop signs, and yield signs. Street Division personnel also maintain the flashing school zone lights, dispose of all dead animals within the city streets, and trim trees and brush in City's right of way.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue the slurry seal program, repairing an additional 4-5 miles of street per year.
2. Clean major drainage structures at least twice annually.
3. Spray for street weeds throughout the street system at least three annually.
4. Respond to requests for service (potholes, etc.) within 72 hours.
5. Repair street damage resulting from water line brakes within 10 business days.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Number of stop bars painted or taped annually	100	100	100	100
2. Signs installed or repaired				
- Traffic control signs(stop, yield, etc.)	50	50	10	10
- Street name signs	25	50	50	50
3. Tons of Asphalt applied				
- Base Failures	350	350	350	350
- Utility cuts	200	200	200	200
4. Yards of concrete applied				
- Base failures	300	300	300	300
- Utility cuts	200	200	200	200
5. Lane miles of crack sealant applied	0	0	0	0
6. Street miles slurry sealed	10	10	10	10
7. Man hours trimming overlapping limbs	500	500	500	500
8. Number of drainage structures cleaned at least twice annually	15	15	15	15
9. Street miles inventory	72	72	72	72
10. Street miles/FTE employees	18	18	18	18
11. Number of highway miles mowed	26.0	26.0	26.0	26.0
12. Number of miles street sweeping	0	0	0	0

WOODWAY, TEXAS

**COMMUNITY SERVICES
STREETS - 4301**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$414,205	\$478,417	\$435,807	\$486,777
Total Resources	\$414,205	\$478,417	\$435,807	\$486,777

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$269,282	\$298,470	\$292,487	\$315,656
Supplies & Materials	18,857	36,000	21,994	30,100
Repairs & Maintenance	40,196	49,750	31,000	49,750
Other Services & Charges	64,305	67,897	64,026	63,871
Capital	2,565	0	0	1,400
Operating Transfers	19,000	26,300	26,300	26,000
Total Expenditures	\$414,205	\$478,417	\$435,807	\$486,777

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	4.00	4.00	4.00	4.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.60	0.60	0.60	0.60
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	4.60	4.60	4.60	4.60

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

STREETS - 4301

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$138,260	\$145,289	\$154,015	\$159,362
Management/Supervision	39,493	41,421	37,598	42,732
Overtime	1,273	6,500	1,000	6,500
Insurance	45,498	56,496	50,948	55,893
FICA/Medicare Tax	2,636	2,849	2,840	3,080
Retirement	29,979	32,631	32,439	35,254
Unemployment	0	0	0	0
Workers' Compensation	9,123	10,009	10,412	9,022
Incentive Pay	3,020	3,275	3,235	3,813
Total Salaries & Benefits	\$269,282	\$298,470	\$292,487	\$315,656
Supplies & Materials				
Uniform Services	\$2,213	\$2,400	\$2,294	\$2,400
Printing	0	0	0	0
Office Supplies	148	200	200	200
Supplies - Motor Vehicles	11,166	18,000	10,000	18,000
Minor Tools & Equipment	1,708	2,000	2,000	2,000
Traffic Supplies	2,801	11,900	6,000	6,000
Chemicals	821	1,000	1,000	1,000
Food/Memorials	0	500	500	500
Total Supplies & Materials	\$18,857	\$36,000	\$21,994	\$30,100
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$5,277	\$7,000	\$7,000	\$7,000
Maintenance - Machinery & Equipment	9,523	10,150	9,000	10,150
Maintenance - Streets	25,396	32,600	15,000	32,600
Total Repairs & Maintenance	\$40,196	\$49,750	\$31,000	\$49,750

WOODWAY, TEXAS

STREETS - 4301

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Contract Labor	\$0	\$0	\$0	\$0
Schools/Conferences	327	500	500	500
Employment Screening	1	400	400	400
Equipment Rental	(115)	2,000	2,000	2,000
Property/Liability Insurance	6,092	6,397	6,925	7,271
Newspaper Notices	0	500	500	500
Electric Service	57,848	58,000	53,551	53,000
Subscriptions/Memberships	152	100	150	200
Total Other Services & Charges	\$64,305	\$67,897	\$64,026	\$63,871
Capital Outlay				
Machinery & Equipment	\$2,565	\$0	\$0	\$1,400
Office Equipment	0	0	0	0
Total Capital Outlay	\$2,565	\$0	\$0	\$1,400
Operating Transfers				
Equipment Replacement Transfer	\$19,000	\$26,300	\$26,300	\$26,000
Total Operating Transfers	\$19,000	\$26,300	\$26,300	\$26,000
Total Expenditures	\$414,205	\$478,417	\$435,807	\$486,777

**COMMUNITY SERVICES
SANITATION - 4302**

PROGRAM DESCRIPTION

The Sanitation Division is responsible for the collection and disposal of solid waste within the City. This service is provided through contracts with Access Disposal for collection through May, 2022, and the City of Waco for disposal through the life of the landfill. The Finance Director (or his designated representative) is the City's contract administrator and liaison with Access Disposal and the City of Waco. The City provides residents with twice weekly refuse collections, once weekly recycling collection, and once weekly brush pick-up. In addition, household hazardous waste disposal and large item pick ups are offered once and twice per year respectively. Commercial service is provided at individual levels as determined by individual customer needs.

GOALS AND OBJECTIVES FOR 2018-2019

1. Improve customer satisfaction by monitoring contractor's performance and reducing the number of repeat and similar complaints.
2. Implement second full year of solid waste collection contract with Access Disposal.
3. Reissue holiday pick up schedules and other educational literature prior to January 1, 2019.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Average # of Commercial Customers per month	217	225	232	250
2. Average # of Residential Customers per month	3,502	3,525	3,535	3,550
3. Recyclables Collected (lbs.)	750,000	800,000	775,000	800,000
4. Hazardous Waste Disposal (households served)	169	175	116	150

WOODWAY, TEXAS

**COMMUNITY SERVICES
SANITATION - 4302**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	(\$185,249)	(\$175,511)	(\$245,427)	(\$203,000)
Sanitation - Residential	700,070	685,000	702,706	700,000
Sanitation - Commercial	396,246	380,000	425,725	420,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
Total Resources	\$914,067	\$892,489	\$886,004	\$920,000

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	3,369	1,000	0	1,000
Repairs & Maintenance	0	0	0	0
Other Services & Charges	910,698	891,489	886,004	919,000
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$914,067	\$892,489	\$886,004	\$920,000

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

SANITATION - 4302

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Technical	\$0	\$0	\$0	\$0
Professional	0	0	0	0
Management/Supervision	0	0	0	0
Insurance	0	0	0	0
Overtime	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Total Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials				
Blue Bags	\$3,369	\$1,000	\$0	\$1,000
Printing	0	0	0	0
Postage	0	0	0	0
Total Supplies & Materials	\$3,369	\$1,000	\$0	\$1,000
Repairs & Maintenance				
	\$0	\$0	\$0	\$0
Total Repairs & Maintenance	\$0	\$0	\$0	\$0

WOODWAY, TEXAS

SANITATION - 4302

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Landfill Disposal	\$190,925	\$199,489	\$190,925	\$203,500
Collection - Residential	434,236	420,000	413,666	425,000
Collection - Commercial	270,419	260,000	269,413	273,500
Collection - Household Hazardous Waste	13,162	12,000	12,000	17,000
Storm Cleanup	0	0	0	0
Uncollectible UB	1,956	0	0	0
Total Other Services & Charges	\$910,698	\$891,489	\$886,004	\$919,000
Capital Outlay	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers	\$0	\$0	\$0	\$0
Total Operating Transfers	\$0	\$0	\$0	\$0
Total Expenditures	\$914,067	\$892,489	\$886,004	\$920,000

**COMMUNITY SERVICES
PARKS - 4303**

PROGRAM DESCRIPTION

The Parks Division is responsible for maintaining existing parks, landscaped areas, and all public grounds. New park projects that are developed through citizen input, the City Council, the Park Board, and the Arboretum may also become part of the overall Parks Division maintenance plan. Standards are set to insure safe yet visually attractive areas through regular mowing, watering, cleaning and litter removal. This Division also assumes responsibility for right of way and streetscape maintenance.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue preventative maintenance and repair of all park facilities through weekly inspections.
2. Achieve a 10 day mowing interval for right of way, public grounds, open park lands.
3. Perform annual winter maintenance of walking tracks.
4. Assist with monitoring effectiveness of contracted mowing and maintenance services.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Acreage of park turf maintained	172	172	172	172
2. Number of facilities maintained				
- Restrooms	4	4	4	4
- Pavilions and shelters	14	14	14	14
- Irrigation systems	13	13	13	13
3. Gallons of herbicide applied	1,000	1,200	800	800
4. Pounds of fertilizer applied	1,000	1,500	400	400

WOODWAY, TEXAS

COMMUNITY SERVICES
PARKS - 4303

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$329,540	\$406,716	\$340,149	\$401,274
Park Reservations	16,020	15,000	16,000	15,000
Total Resources	\$345,560	\$421,716	\$356,149	\$416,274

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$269,654	\$332,349	\$277,733	\$326,524
Supplies & Materials	10,111	19,700	13,749	18,700
Repairs & Maintenance	40,580	17,000	16,500	17,000
Other Services & Charges	16,953	36,767	32,267	39,050
Capital	162	0	0	0
Operating Transfers	8,100	15,900	15,900	15,000
Total Expenditures	\$345,560	\$421,716	\$356,149	\$416,274

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	4.00	4.00	4.00	4.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.60	0.60	0.60	0.60
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	4.60	4.60	4.60	4.60

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

PARKS - 4303

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$138,471	\$145,713	\$141,620	\$153,410
Technical	0	0	0	0
Management/Supervision	39,493	41,421	37,598	42,732
Temporary	1,341	18,720	9,146	16,058
Overtime	6,294	20,000	6,500	10,000
Insurance	41,788	56,533	38,989	55,886
FICA/Medicare Tax	2,828	4,501	3,458	4,282
Retirement	31,002	35,155	30,391	34,953
Unemployment	(1,168)	0	0	0
Workers' Compensation	5,415	5,758	5,544	4,755
Incentive Pay	4,190	4,548	4,487	4,448
Total Salaries & Benefits	\$269,654	\$332,349	\$277,733	\$326,524
Supplies & Materials				
Uniform Service	\$2,004	\$2,000	\$1,949	\$2,000
Printing	\$0	\$0	\$0	\$0
Office Supplies	174	200	200	200
Supplies - Motor Vehicles	6,024	12,000	8,000	12,000
Minor Tools & Equipment	1,113	2,500	2,500	2,500
Chemicals	725	2,500	1,000	1,500
Food/Memorials	71	500	100	500
Total Supplies & Materials	\$10,111	\$19,700	\$13,749	\$18,700
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$2,054	\$3,000	\$2,500	\$3,000
Maintenance - Machinery & Equipment	3,752	4,000	4,000	4,000
Maintenance - Parks	34,774	10,000	10,000	10,000
Total Repairs & Maintenance	\$40,580	\$17,000	\$16,500	\$17,000

WOODWAY, TEXAS

PARKS - 4303

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Contract Labor	\$0	\$13,300	\$10,000	\$13,300
Schools/Conferences	670	1,000	1,800	1,800
Employment Screening	0	500	500	500
Water Service	11,242	15,000	12,000	15,000
Equipment Rental	0	1,200	1,200	1,200
Property/Liability Insurance	4,921	5,167	5,667	5,950
Newspaper Notices	0	500	1,000	1,000
Electric Service	0	0	0	0
Subscriptions/Memberships	120	100	100	300
Total Other Services & Charges	\$16,953	\$36,767	\$32,267	\$39,050
Capital Outlay				
Machinery & Equipment	\$162	\$0	\$0	\$0
Total Capital Outlay	\$162	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement	\$8,100	\$15,900	\$15,900	\$15,000
Total Operating Transfers	\$8,100	\$15,900	\$15,900	\$15,000
Total Expenditures	\$345,560	\$421,716	\$356,149	\$416,274

**COMMUNITY SERVICES
PUBLIC BUILDINGS - 4304**

PROGRAM DESCRIPTION

The Public Buildings Division provides maintenance and upkeep of most of the City's public buildings, including City Hall, Community Services, the Public Safety Building, and the City Shop. The Arboretum/Whitchall Center/Pavilion and the Woodway Family Center related costs are included in the Arboretum Department budget and Woodway Family Center Department budget.

GOALS AND OBJECTIVES FOR 2018-2019

1. Oversee renovations to Public Buildings.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Annual Cleaning hours	3,700	3,700	3,700	3,700
2. Square feet of buildings maintained	43,805	43,805	43,805	43,805

WOODWAY, TEXAS

**COMMUNITY SERVICES
PUBLIC BUILDINGS - 4304**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$164,360	\$213,053	\$174,590	\$164,282
Total Resources	\$164,360	\$213,053	\$174,590	\$164,282

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$9,493	\$13,248	\$9,673	\$13,454
Supplies & Materials	3,457	6,000	4,000	4,000
Repairs & Maintenance	24,966	22,000	22,000	22,000
Other Services & Charges	125,644	151,005	123,117	124,028
Capital	0	20,000	15,000	0
Operating Transfers	800	800	800	800
Total Expenditures	\$164,360	\$213,053	\$174,590	\$164,282

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.50	0.50	0.50	0.50
Total Personnel	0.50	0.50	0.50	0.50

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$0	\$0	\$0	\$0
Professional	0	0	0	0
Temporary/Seasonal	8,587	11,992	8,755	12,232
Overtime	0	0	0	0
Insurance	0	0	0	0
FICA/Medicare Tax	656	917	670	936
Retirement	0	0	0	0
Unemployment	0	0	0	0
Workers' Compensation	250	339	248	286
Incentive Pay	0	0	0	0
Total Salaries & Benefits	\$9,493	\$13,248	\$9,673	\$13,454
Supplies & Materials				
Office Supplies	\$0	\$0	\$0	\$0
Janitorial Supplies	3,457	6,000	4,000	4,000
Total Supplies & Materials	\$3,457	\$6,000	\$4,000	\$4,000
Repairs & Maintenance				
Maintenance - Office Equipment	\$42	\$0	\$0	\$0
Maintenance - Buildings & Grounds	24,924	22,000	22,000	22,000
Total Repairs & Maintenance	\$24,966	\$22,000	\$22,000	\$22,000

WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
Other Services & Charges				
Contract Labor	\$11,940	\$12,000	\$12,000	\$12,000
Employment Screening	0	300	300	300
Water Service	10,515	20,000	15,000	20,000
Property/Liability Insurance	20,385	21,405	18,217	19,128
Communications	15,132	17,000	17,000	17,000
Newspaper Notices	0	300	600	600
Gas Service	3,623	5,000	5,000	5,000
Electric Service	64,049	75,000	55,000	50,000
Total Other Services & Charges	\$125,644	\$151,005	\$123,117	\$124,028
Capital Outlay				
Buildings	\$0	\$20,000	\$15,000	\$0
Office Equipment	0	0	0	0
Total Capital Outlay	\$0	\$20,000	\$15,000	\$0
Operating Transfers				
Equipment Replacement	\$800	\$800	\$800	\$800
Total Operating Transfers	\$800	\$800	\$800	\$800
Total Expenditures	\$164,360	\$213,053	\$174,590	\$164,282

**COMMUNITY SERVICES
ADMINISTRATION/INSPECTIONS - 4306**

PROGRAM DESCRIPTION

In addition to performing operations management/support, this Division also insures that land use conforms to the comprehensive land use plan and zoning ordinance, and that new construction meets all applicable codes adopted by the City. With regard to inspections, this Division also provides a variety of direct services which include nonstructural plan review, permit issuance, inspections, code enforcement, and consultation with architects, engineers, contractors, builders, home owners, and citizens planning construction within the City.

GOALS AND OBJECTIVES FOR 2018-2019

1. Provide the customer with required inspections within 24 hours of request.
2. Insure that all Department employee training needs are met to address certification, safety and skill requirements.
3. Facilitate and conduct responsive review of all plans to insure compliance with City codes and ordinances.
4. Provide staff assistance to the Planning and Zoning Commission (and its committees), Park Board, and Board of Adjustments.
5. Seek to improve employee retention through improved mentoring, training, additional certifications, and good performance recognition.
6. Provide close inspection of major capital projects under construction.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Building Permits Issued				
- Residential Construction - New	200	200	50	50
- Residential Construction - Alterations	500	750	750	750
- Other Construction - New	10	10	10	10
- Other Construction - Alterations	50	50	50	50
2. Building Plans Reviewed	1,000	1,000	850	850
3. Construction Inspections Performed	2,500	3,500	1,800	1,800
4. Percent of Inspections Performed Same Day Requested	99%	99%	99%	99%
5. Plats Reviewed	10	5	5	5
6. Zoning cases reviewed	25	25	25	25
7. Planned district applications reviewed	20	20	20	20
8. Value of street, drainage and utility improvements managed/inspected (millions \$)	\$5.0	\$5.0	\$5.0	\$5.0

WOODWAY, TEXAS

**COMMUNITY SERVICES
ADMINISTRATION/INSPECTIONS - 4306**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$142,744	\$209,533	\$169,043	\$206,219
Permits - Building	158,725	125,000	145,000	140,000
Permits - Miscellaneous	5,662	5,000	5,000	5,000
Platting/Zoning Fees	3,930	3,000	3,500	3,000
Total Resources	\$311,061	\$342,533	\$322,543	\$354,219

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$276,646	\$302,583	\$282,347	\$313,390
Supplies & Materials	8,766	8,050	8,550	8,550
Repairs & Maintenance	8,826	5,800	5,800	5,800
Other Services & Charges	16,823	21,600	21,346	21,979
Capital	0	0	0	0
Operating Transfers	0	4,500	4,500	4,500
Total Expenditures	\$311,061	\$342,533	\$322,543	\$354,219

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.40	0.40	0.40	0.40
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	1.20	1.20	1.20	1.20
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	2.60	2.60	2.60	2.60

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

ADMINISTRATION/INSPECTIONS - 4306

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Office/Clerical	\$13,433	\$14,085	\$13,956	\$14,652
Technical	52,849	55,379	55,166	58,141
Management/Supervision	131,014	137,271	135,104	143,515
Temporary	0	12,000	0	12,000
Overtime	95	500	600	500
Insurance	30,156	32,222	30,377	31,886
FICA/Medicare Tax	3,016	3,980	3,083	4,119
Retirement	34,309	35,074	35,326	36,640
Unemployment	0	0	0	0
Workers' Compensation	864	911	911	791
Car Allowance	7,200	7,200	3,900	7,200
Incentive Pay	3,710	3,961	3,924	3,946
Total Salaries & Benefits	\$276,646	\$302,583	\$282,347	\$313,390
Supplies & Materials				
Uniform Service	\$2,493	\$2,800	\$2,800	\$2,800
Printing	1,432	750	750	750
Office Supplies	767	1,000	1,000	1,000
Computer Supplies	1,960	1,000	1,500	1,500
Postage	532	500	500	500
Supplies - Motor Vehicles	1,077	1,500	1,500	1,500
Food/Memorials	505	500	500	500
Total Supplies & Materials	\$8,766	\$8,050	\$8,550	\$8,550
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$3,541	\$1,800	\$1,800	\$1,800
Maintenance - Office Equipment	5,285	4,000	4,000	4,000
Total Repairs & Maintenance	\$8,826	\$5,800	\$5,800	\$5,800

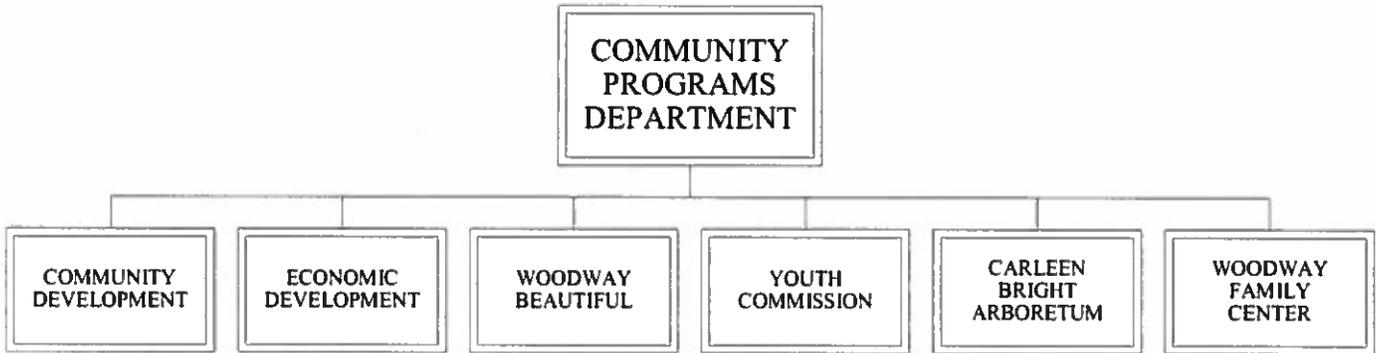
WOODWAY, TEXAS

ADMINISTRATION/INSPECTIONS - 4306

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Contract Labor	\$0	\$0	\$0	\$0
Engineering Fees	4,985	4,500	4,000	4,500
Record Filing Fees	431	800	800	800
Schools/Conferences	2,926	6,500	6,500	6,500
Employment Screening	0	150	0	150
Bank Service Charges	1,877	1,700	1,835	2,000
Office Equipment Rental	1,667	2,300	2,300	2,300
Property/Liability Insurance	2,285	2,400	2,361	2,479
Communications	0	0	300	0
Newspaper Notices	0	750	750	750
Subscriptions/Memberships	2,652	2,500	2,500	2,500
Total Other Services & Charges	\$16,823	\$21,600	\$21,346	\$21,979
Capital Outlay				
Office Equipment	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement	\$0	\$4,500	\$4,500	\$4,500
Total Operating Transfers	\$0	\$4,500	\$4,500	\$4,500
Total Expenditures	\$311,061	\$342,533	\$322,543	\$354,219

WOODWAY, TEXAS

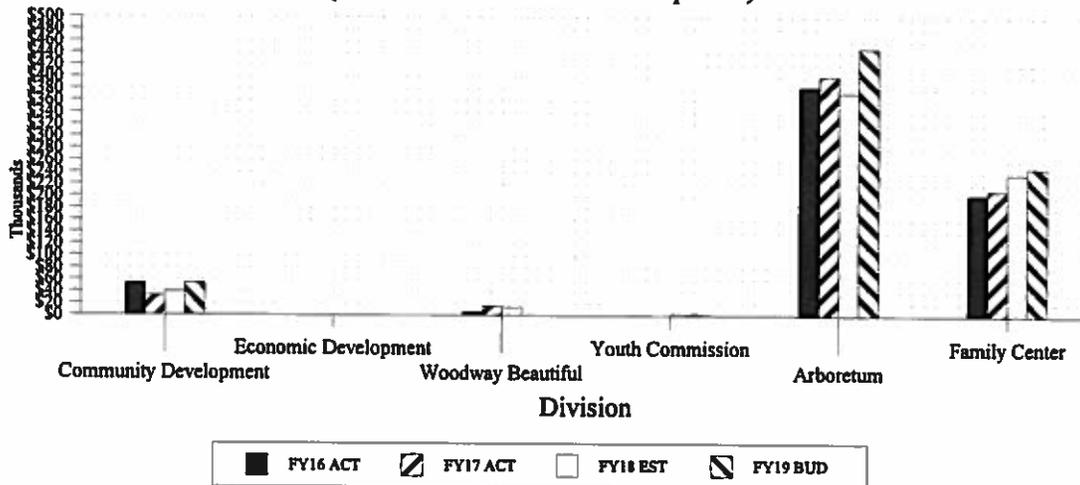
COMMUNITY PROGRAMS SUMMARY
2018-2019



City Manager - John Hatchel (772-4480)
 Arboretum Manager - Janet Schaffer (399-9204)
 Family Center Manager - Janet Schaffer (772-7491)

ACTIVITY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Community Development	\$32,973	\$39,550	\$39,550	\$53,675
Economic Development	0	2,000	0	0
Woodway Beautiful	15,716	13,325	13,325	0
Youth Commission	285	3,050	3,050	3,050
Carleen Bright Arboretum	400,943	438,635	372,854	447,660
Woodway Family Center	210,613	243,677	237,028	247,961
TOTALS	\$660,530	\$740,237	\$665,807	\$752,346

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

**COMMUNITY PROGRAMS SUMMARY
2018-2019**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$73,319	\$57,925	\$56,125	\$53,251
Arboretum Rentals	221,972	225,000	224,000	225,000
Attendant/Security	4,950	5,000	5,000	5,000
Equipment Rental - CBA	3,653	0	3,600	0
Woodway Beautiful Donations	233	0	200	0
Family Center Program Fees	148,075	204,917	197,828	212,435
Family Center Rentals	15,220	12,240	13,000	13,000
Family Center Sponsorships	13,050	16,320	16,000	16,000
Family Center Concessions	9,927	10,200	10,000	10,000
Transfer from Tourism Fund	170,131	208,635	140,054	217,660
Total Resources	\$660,530	\$740,237	\$665,807	\$752,346

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$392,241	\$466,968	\$383,184	\$456,617
Supplies & Materials	53,616	64,400	61,700	65,000
Repairs & Maintenance	26,670	28,400	28,400	33,400
Other Services & Charges	180,503	178,769	190,823	190,429
Capital	4,800	0	0	4,000
Operating Transfers	2,700	1,700	1,700	2,900
Total Expenditures	\$660,530	\$740,237	\$665,807	\$752,346

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	2.00	3.00	2.00	2.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	3.00	3.00	3.00	3.00
Temporary/Seasonal	1.00	1.00	1.00	1.50
Total Personnel	7.00	8.00	7.00	7.50

" Welcome Home to Woodway "

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
COMMUNITY DEVELOPMENT - 4604**

PROGRAM DESCRIPTION

The Community Development Board was dissolved in the 2003 budget year. However, staff currently is responsible for advising the City Council on residential development and neighborhood revitalization initiatives/programs. Staff works to develop and facilitate funding alternatives for neighborhood revitalization, market residential property, and promote home ownership.

GOALS AND OBJECTIVES FOR 2018-2019

1. Establish programs that encourage home structural and landscape improvements.
2. Enhance use of neighborhood matching fund for streetscaping improvements.
3. Increase number of neighborhood matching grants awarded.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Increase in property values (millions)	\$44.3	\$73.6	\$73.6	\$92.3
2. Number of new residential building permits issued	200	200	50	50
3. Number of residential renovation permits issued (remodels, electrical, roofing, irrigation, etc.)	500	750	750	750
4. Number of Woodway maps distributed	500	1,000	500	1,000

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$32,973	\$39,550	\$39,550	\$53,675
Total Resources	\$32,973	\$39,550	\$39,550	\$53,675

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	1,088	3,050	1,050	12,950
Repairs & Maintenance	0	0	0	0
Other Services & Charges	31,885	36,500	38,500	40,725
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$32,973	\$39,550	\$39,550	\$53,675

WOODWAY, TEXAS

COMMUNITY DEVELOPMENT - 4604

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

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

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Management/Supervision	\$0	\$0	\$0	\$0
Insurance	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Total Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials				
Printing	\$1,075	\$2,000	\$1,000	\$3,500
Office Supplies	0	450	0	400
Postage	0	100	0	200
Botanical Supplies	0	0	0	8,000
Food/Memorials	13	500	50	850
Total Supplies & Materials	\$1,088	\$3,050	\$1,050	\$12,950
Other Services & Charges				
Schools/Conferences	\$0	\$1,000	\$0	\$1,000
Newspaper Notices	0	500	0	1,250
Community Programs	31,885	35,000	38,500	38,400
Subscriptions/Memberships	0	0	0	75
Total Other Services & Charges	\$31,885	\$36,500	\$38,500	\$40,725
Total Expenditures	\$32,973	\$39,550	\$39,550	\$53,675

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
ECONOMIC DEVELOPMENT - 4605**

PROGRAM DESCRIPTION

The City's economic development program is committed to the promotion of high quality retail/commercial development within the City, as well as the Greater Waco area. This budget unit accounts for expenditures related to economic development programs, as well as membership in area Chambers of Commerce.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue with the implementation of the retail market master plan for Woodway.
2. Work with the Midway Independent School District and local developers to capitalize on development opportunities along Highway 84.
3. Maintain participation in the Greater Hewitt Chamber through organizational membership.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Total sales tax revenues increase vs. Prior Year actual	(\$26,183)	\$83,268	\$179,492	\$17,613
2. Commercial tax levy	\$1,151,855	\$1,206,240	\$1,206,240	\$1,219,096
3. Average # of business water accounts per month	286	290	292	300
4. Number of new commercial building permits issued	10	10	10	10

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$0	\$2,000	\$0	\$0
Total Resources	\$0	\$2,000	\$0	\$0

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	0	2,000	0	0
Repairs & Maintenance	0	0	0	0
Other Services & Charges	0	0	0	0
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$0	\$2,000	\$0	\$0

WOODWAY, TEXAS

ECONOMIC DEVELOPMENT - 4605

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

Economic Development was merged with Community Development in the FY 19 budget.

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Management/Supervision	\$0	\$0	\$0	\$0
Insurance	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Total Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials				
Printing	\$0	\$1,000	\$0	\$0
Office Supplies	0	0	0	0
Food/Memorials	0	1,000	0	0
Total Supplies & Materials	\$0	\$2,000	\$0	\$0
Other Services & Charges				
Contract Labor	\$0	\$0	\$0	\$0
Schools/Conferences	0	0	0	0
Newspaper Notices	0	0	0	0
Community Programs	0	0	0	0
Subscriptions/Memberships	0	0	0	0
Total Other Services & Charges	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$2,000	\$0	\$0

**COMMUNITY PROGRAMS
WOODWAY BEAUTIFUL - 4606**

PROGRAM DESCRIPTION

This Commission serves to assist in enhancing and preserving the City's natural beauty through its various programs promoting litter abatement, solid waste reduction, environmental education and community-wide beautification.

GOALS AND OBJECTIVES FOR 2018-2019

1. Provide recognition to residents/businesses for beautification efforts.
2. Increase participation in the Great American Clean-up events.
3. Promote educational opportunities regarding reuse and recycling.
4. Hold one gardening educational event.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Great American Clean-up volunteers	0	0	0	0
2. Miles of roadway cleaned	5	5	5	5
3. Pounds of litter/debris collected (1 bag = 20 lbs)	1,000	1,000	1,000	1,000
4. Household Hazardous Waste Day participants	1	1	1	1
5. Yard-of-the-Month Awards (residential & business)	30	30	30	30
6. Volunteer hours	400	400	400	400

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
WOODWAY BEAUTIFUL - 4606**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$15,483	\$13,325	\$13,125	\$0
Woodway Beautiful Donations	233	0	200	0
Total Resources	\$15,716	\$13,325	\$13,325	\$0

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	11,799	9,100	9,100	0
Repairs & Maintenance	0	0	0	0
Other Services & Charges	3,917	4,225	4,225	0
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$15,716	\$13,325	\$13,325	\$0

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

Woodway Beautiful was merged with Community Development in the FY 19 budget.

WOODWAY, TEXAS

WOODWAY BEAUTIFUL - 4606

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Management/Supervision	\$0	\$0	\$0	\$0
Insurance	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Total Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials				
Uniform Service	\$0	\$0	\$0	\$0
Printing	0	500	500	0
Office Supplies	0	0	0	0
Postage	0	100	100	0
Film & Developing	0	0	0	0
Botanical Supplies	11,350	8,000	8,000	0
Minor Tools & Equipment	0	0	0	0
Food/Memorials	449	500	500	0
Total Supplies & Materials	\$11,799	\$9,100	\$9,100	\$0
Other Services & Charges				
Contract Labor	\$0	\$0	\$0	\$0
Schools/Conferences	0	0	0	0
Newspaper Notices	0	750	750	0
Community Programs	3,917	3,400	3,400	0
Subscriptions/Memberships	0	75	75	0
Total Other Services & Charges	\$3,917	\$4,225	\$4,225	\$0
Capital Outlay				
Machinery & Equipment	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Total Expenditures	\$15,716	\$13,325	\$13,325	\$0

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
YOUTH COMMISSION - 4607**

PROGRAM DESCRIPTION

This sixteen (16) member Commission, comprised of 7th-12th grade residents, serves to advise and make recommendations to the City Council on behalf of the youth of the community. They encourage, plan, and participate in drug-free and alcohol-free activities for young people.

GOALS AND OBJECTIVES FOR 2018-2019

1. Provide leadership training opportunities to members.
2. Work with municipal judge to continue the teen court.
3. Actively recruit area teens to attend Youth Police Academy.
4. Perform at least six service activities for the community.
5. Work with the Woodway Foundation and area businesses to offset costs of service activities.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Number of community service hours served by youth	630	675	650	657
2. Number of events sponsored/co-sponsored	10	10	10	10

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$285	\$3,050	\$3,050	\$3,050
Total Resources	\$285	\$3,050	\$3,050	\$3,050

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	0	750	750	750
Repairs & Maintenance	0	0	0	0
Other Services & Charges	285	2,300	2,300	2,300
Capital	0	0	0	0
Operating Transfers	0	0	0	0
Total Expenditures	\$285	\$3,050	\$3,050	\$3,050

WOODWAY, TEXAS

YOUTH COMMISSION - 4607

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00

MAJOR BUDGET CHANGES

No major changes are budgeted.

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Management/Supervision	\$0	\$0	\$0	\$0
Insurance	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Total Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials				
Uniform Service	\$0	\$300	\$300	\$300
Printing	0	100	100	100
Office Supplies	0	0	0	0
Postage	0	0	0	0
Film Developing	0	0	0	0
Food/Memorials	0	350	350	350
Total Supplies & Materials	\$0	\$750	\$750	\$750
Other Services & Charges				
Schools/Conferences	\$0	\$0	\$0	\$0
Newspaper Notices	0	300	300	300
Community Programs	285	2,000	2,000	2,000
Total Other Services & Charges	\$285	\$2,300	\$2,300	\$2,300
Total Expenditures	\$285	\$3,050	\$3,050	\$3,050

**COMMUNITY PROGRAMS
CARLEEN BRIGHT ARBORETUM - 4609**

PROGRAM DESCRIPTION

This budget unit provides for operation and maintenance of the Arboretum including Whitehall Center and The Pavilion as a regional venue and art center. Development and promotion of the Carleen Bright Arboretum serves to promote tourism, improve environment awareness, and foster community pride and recognition. The Arboretum Director is responsible for supervising and coordinating the work of the staff for both buildings, which includes Event Coordinators, Groundskeepers, all contract labor, and community volunteers.

GOALS AND OBJECTIVES FOR 2018-2019

1. Continue partnering with horticultural groups to build relationships that are beneficial to both parties.
2. Increase and expand the Friends of the Arboretum program.
3. Continue to grow and improve our "Lunch with the Masters" program.
4. Maintain efforts to promote regional events for tourism and the community, like the Roadrunner Festival.
5. Continue ongoing maintenance of Pavilion and Whitehall Center.
6. Continue to expand and grow our Children's Garden Fair and the scarecrow exhibit.
7. Complete the new Master Plan for the Arboretum to include a Children's Garden.
8. Complete the new Pavilion entry fountain and the new entry off of Estates Drive.
9. Build business relations to facilitate an increase in business rentals.
10. Serve on the Horticulture Committee for McLennan County.

PERFORMANCE MEASURES	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Developed acreage maintained	17 acres	17 acres	17 acres	17 acres
2. Number of days of facility use	244	250	250	250
3. Number paid rentals	134	190	180	180
4. Number of city/sponsored hours	138	150	150	150
5. Attendance at art exhibitions	400	400	400	400
6. Attendance at special events	3,600	2,200	3,300	3,500
7. Attendance at educational programs	2,400	2,200	2,500	2,500
8. Number of memberships in Friends	60	75	75	75
9. Designated Memorials	\$32,223	\$15,000	\$48,547	\$40,000
10. Rental income (rent, personnel, equipment)	\$230,808	\$230,000	\$232,800	\$230,000
11. Number of volunteer hours	2,800	2,800	2,800	2,800
12. Number of community events	44	40	40	40
13. Number of tourism events	20	16	20	20

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
CARLEEN BRIGHT ARBORETUM - 4609**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$4	\$0	\$0	\$0
Arboretum Rentals	221,972	225,000	224,000	225,000
Attendant/Security	4,950	5,000	5,000	5,000
Equipment Rental - CBA	3,653	0	3,600	0
Arboretum Catering	233	0	200	0
Transfer from Tourism Fund	170,131	208,635	140,054	217,660
Total Resources	\$400,943	\$438,635	\$372,854	\$447,660

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$256,780	\$311,853	\$234,384	\$298,103
Supplies & Materials	23,507	29,700	30,500	31,000
Repairs & Maintenance	21,340	22,900	22,900	27,900
Other Services & Charges	93,216	73,082	83,970	84,357
Capital	4,800	0	0	4,000
Operating Transfers	1,300	1,100	1,100	2,300
Total Expenditures	\$400,943	\$438,635	\$372,854	\$447,660

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	2.00	3.00	2.00	2.00
Office/Clerical	1.00	1.00	1.00	1.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.60	0.70	0.70	0.70
Temporary/Seasonal	1.00	1.00	1.00	1.50
Total Personnel	4.60	5.70	4.70	5.20

MAJOR BUDGET CHANGES

A vacant full-time position was deleted and a part-time position was added to the budget in FY 19. (-0.50)

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$71,038	\$95,434	\$58,493	\$66,130
Office/Clerical	32,255	34,057	30,128	32,705
Management/Supervision	48,648	54,740	50,662	56,943
Temporary/Seasonal	29,852	26,006	32,316	57,255
Overtime	105	1,500	250	1,500
Insurance	38,038	58,299	30,449	45,529
FICA/Medicare Tax	4,513	4,717	4,515	6,692
Retirement	25,739	31,244	23,388	26,465
Unemployment	0	0	0	0
Workers' Compensation	3,262	3,453	2,873	2,713
Incentive Pay	3,330	2,403	1,310	2,171
Total Salaries & Benefits	\$256,780	\$311,853	\$234,384	\$298,103
Supplies & Materials				
Uniform Service	\$781	\$900	\$900	\$900
Printing	1,623	1,000	1,000	1,500
Office Supplies	809	1,500	1,500	1,500
Computer Supplies	1,384	2,000	2,000	2,000
Postage	1,297	1,500	1,500	1,500
Film & Developing	0	0	0	0
Supplies - Motor Vehicle	629	1,200	1,200	1,200
Botanical Supplies	9,980	13,000	13,000	13,000
Minor Tools & Equipment	563	2,800	2,800	2,800
Janitorial Supplies	3,914	3,600	3,600	3,600
Chemicals	500	1,200	1,000	1,000
Food/Memorials	2,027	1,000	2,000	2,000
Service Awards/Banquets	0	0	0	0
Total Supplies & Materials	\$23,507	\$29,700	\$30,500	\$31,000
Repairs & Maintenance				
Maintenance - Office Equipment	\$0	\$400	\$400	\$400
Maintenance - Machinery & Equipment	1,653	2,500	2,500	2,500
Maintenance - Buildings & Grounds	19,687	20,000	20,000	25,000
Total Repairs & Maintenance	\$21,340	\$22,900	\$22,900	\$27,900

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Contract Labor	\$11,210	\$1,500	\$12,000	\$12,000
Schools/Conferences	723	2,000	2,070	2,000
Employment Screening	406	500	500	500
Bank Service Charges	3,321	3,000	3,389	3,500
Water Service	15,894	18,000	18,000	18,000
Office Equipment Rental	1,015	1,200	1,200	1,200
Property/Liability Insurance	6,935	7,282	6,911	7,257
Communications	5,601	5,600	5,600	5,600
Newspaper Notices	2,798	1,000	1,800	1,800
Community Programs	5,502	4,000	4,000	4,000
Gas Service	2,084	2,500	2,500	2,500
Electric Service	36,977	25,000	25,000	25,000
Subscriptions/Memberships	750	1,500	1,000	1,000
Total Other Services & Charges	\$93,216	\$73,082	\$83,970	\$84,357
Capital Outlay				
Machinery & Equipment	\$4,800	\$0	\$0	\$4,000
Office Equipment	0	0	0	0
Buildings	0	0	0	0
Total Capital Outlay	\$4,800	\$0	\$0	\$4,000
Operating Transfers				
Equipment Replacement	\$1,300	\$1,100	\$1,100	\$2,300
Total Operating Transfers	\$1,300	\$1,100	\$1,100	\$2,300
Total Expenditures	\$400,943	\$438,635	\$372,854	\$447,660

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
WOODWAY FAMILY CENTER - 4603**

PROGRAM DESCRIPTION

This budget unit includes operation and maintenance of the Woodway Family Center, which provides recreational athletic programs for children aged 4 through 12, and an adult volleyball league in the summer. The Director is responsible for supervising and coordinating the work of staff, which includes 1 full-time manager, 1 full-time center assistant, 1 part-time center assistant, referees, and volunteer coaches. The Manager is responsible for the day to day operations.

GOALS AND OBJECTIVES FOR 2018-2019

1. Provide quality programs for children in the program.
2. Increase team sponsorships.
3. Continue soliciting center sponsorships.
4. Continue short-term maintenance and improvement program for building and grounds.
5. Implement a long-term maintenance and improvement program for new fields and additional parking.
6. Expand the concession stand.
7. Continue Master Plan for the Woodway Family Center.
8. Grow and expend exercise program and camps.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Number of participants in athletic programs	1,606	1,950	1,950	1,950
2. Number of team sponsorships	61	95	95	95
3. Number of center sponsorships	25	30	25	25
4. Number of paid rentals.	141	155	155	155
5. Income from program.	\$148,075	\$204,917	\$197,828	\$212,435
6. Income from team sponsorships	\$13,050	\$16,320	\$16,000	\$16,000
7. Rental income	\$15,220	\$12,240	\$13,000	\$13,000

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
WOODWAY FAMILY CENTER - 4603**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
General Resources	\$24,341	\$0	\$200	(\$3,474)
Program Fees	148,075	204,917	197,828	212,435
Rentals	15,220	12,240	13,000	13,000
Sponsorships	13,050	16,320	16,000	16,000
Concessions	9,927	10,200	10,000	10,000
Total Resources	\$210,613	\$243,677	\$237,028	\$247,961

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$135,461	\$155,115	\$148,800	\$158,514
Supplies & Materials	17,222	19,800	20,300	20,300
Repairs & Maintenance	5,330	5,500	5,500	5,500
Other Services & Charges	51,200	62,662	61,828	63,047
Capital	0	0	0	0
Operating Transfers	1,400	600	600	600
Total Expenditures	\$210,613	\$243,677	\$237,028	\$247,961

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.00	0.00	0.00	0.00
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	2.40	2.30	2.30	2.30
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	2.40	2.30	2.30	2.30

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

WOODWAY FAMILY CENTER - 4603

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$0	\$0	\$0	\$0
Office/Clerical	0	0	0	0
Technical	0	0	0	0
Management/Supervision	85,042	87,035	90,011	91,380
Temporary/Seasonal	12,887	13,520	15,721	14,726
Overtime	289	3,000	500	1,000
Insurance	18,019	27,621	19,553	27,312
FICA/Medicare Tax	2,343	2,388	2,555	2,514
Retirement	13,865	15,502	15,414	15,885
Workers' Compensation	1,978	2,742	2,284	2,367
Incentive Pay	1,038	3,307	2,762	3,330
Total Salaries & Benefits	\$135,461	\$155,115	\$148,800	\$158,514
Supplies & Materials				
Uniform Service	(\$57)	\$300	\$300	\$300
Printing	1,704	1,200	1,500	1,500
Office Supplies	1,122	1,000	1,000	1,000
Computer Supplies	783	1,000	1,000	1,000
Postage	318	1,500	1,500	1,500
Film & Developing	0	0	0	0
Supplies - Motor Vehicle	334	800	800	800
Botanical Supplies	0	0	0	0
Minor Tools & Equipment	2,148	2,500	2,500	2,500
Janitorial Supplies	2,101	1,500	1,500	1,500
Chemicals	335	400	600	600
Food/Memorials	4,819	6,000	6,000	6,000
Service Awards/Banquets	3,614	3,600	3,600	3,600
Total Supplies & Materials	\$17,222	\$19,800	\$20,300	\$20,300
Repairs & Maintenance				
Maintenance - Office Equipment	\$0	\$500	\$500	\$500
Maintenance - Buildings & Grounds	5,330	5,000	5,000	5,000
Total Repairs & Maintenance	\$5,330	\$5,500	\$5,500	\$5,500

WOODWAY, TEXAS

WOODWAY FAMILY CENTER - 4603

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Contract Labor	\$15,406	\$17,000	\$16,000	\$17,000
Schools/Conferences	266	250	250	250
Employment Screening	527	700	700	700
Bank Service Charges	1,591	1,200	1,700	1,800
Water Service	6,143	8,000	8,000	8,000
Property/Liability Insurance	2,583	2,712	2,378	2,497
Communications	2,279	2,700	2,700	2,700
Newspaper Notices	1,390	1,500	1,500	1,500
Community Programs	11,584	16,500	16,500	16,500
Gas Service	994	2,000	2,000	2,000
Electric Service	8,163	10,000	10,000	10,000
Subscriptions/Memberships	274	100	100	100
Total Other Services & Charges	\$51,200	\$62,662	\$61,828	\$63,047
Capital Outlay				
Office Equipment	\$0	\$0	\$0	\$0
Machinery & Equipment	0	0	0	0
Buildings	0	0	0	0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement	\$1,400	\$600	\$600	\$600
Total Operating Transfers	\$1,400	\$600	\$600	\$600
Total Expenditures	\$210,613	\$243,677	\$237,028	\$247,961

**GENERAL DEBT
SERVICE FUND**



GENERAL DEBT SERVICE FUND

The General Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's General Obligation Bonds and to provide a reserve for such payment. Resources include a portion of the Ad Valorem Tax Levy and earning from investments of the fund. (The Ad Valorem Tax Levy is pledged as security on all outstanding General Obligation Bonds.)

The portion of the Tax Levy allocated to General Debt Service is based on current year principal and interest requirements. This calculation gives the necessary dollar figure. The debt service portion of the tax rate is then calculated based on a 100% collection rate; therefore, each year, enough current taxes are allocated to the General Debt Service Fund to make the required annual principal and interest payments.

Tax Rate Limitations. The City is a Home Rule Charter City with a maximum authorized rate for all purposes of \$2.50 per \$100 assessed valuation. This maximum tax rate is imposed by the Constitution of the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax of \$1.50 per \$100 assessed valuation, based on 90% collections. The City's adopted debt service tax rate for FY2019 is \$0.00 per \$100 assessed valuation.

Future Requirements. The City became debt free at the end of FY 2017-2018. The City does not anticipate issuing additional debt in FY 2019.

WOODWAY, TEXAS

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2018-2019**

Assessed Valuation for 2018	\$1,161,150,073
Tax Rate Per \$100 Valuation	0.4500
Revenue from 2018 Tax Roll	5,225,175
Estimated Collections	<u>99%</u>
TOTAL FUNDS AVAILABLE	<u><u>\$5,172,923</u></u>

SCHEDULE OF TAX LEVY AND COLLECTION RATE

TAX YEAR	TOTAL ASSESSED VALUATION	TAX RATE	TAX LEVY	CURRENT TAX COLLECTION	% COLLECTION TO LEVY
2008	776,590,751	0.45720	3,550,573	3,516,857	99.050%
2009	807,392,339	0.45720	3,691,398	3,651,754	98.926%
2010	816,065,003	0.45720	3,731,049	3,686,509	98.806%
2011	833,545,416	0.45690	3,808,469	3,765,524	98.872%
2012	838,949,841	0.45690	3,833,162	3,796,907	99.054%
2013	852,548,069	0.45690	3,895,292	3,854,888	98.963%
2014	911,970,360	0.47000	4,286,261	4,329,685	101.013%
2015	950,886,030	0.47000	4,469,164	4,436,643	99.272%
2016	995,219,209	0.47000	4,677,530	4,645,641	99.318%
2017	1,068,858,260	0.47000	5,023,634	4,997,434	99.478%
2018	1,161,150,073	0.45000	5,225,175		

TAX RATE PER \$100

PROPOSED DISTRIBUTION	2017-2018	2018-2019	AMOUNT 2018-2019	%
General	0.400528	0.390000	4,476,232	86.532%
Future Capital Street Improvements	0.045000	0.045000	522,518	10.101%
Long-Term Capital Projects	0.015000	0.015000	174,173	3.367%
Interest and Sinking	0.009472	0.000000	0	0.000%
Total	<u>0.470000</u>	<u>0.450000</u>	<u>5,172,923</u>	<u>100.000%</u>

WOODWAY, TEXAS

2018-2019
GENERAL DEBT SERVICE FUND
- 400 -

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

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$174,221	\$78,437	\$78,437	\$30,438
Revenues				
Ad Valorem Tax	306,850	101,250	99,374	0
Delinquent Ad Valorem Taxes	1,987	500	1,525	0
Interest and Penalties	1,842	2,000	590	0
Interest Income	2,500	2,000	1,762	0
	\$313,179	\$105,750	\$103,251	\$0
Total Resources	\$487,400	\$184,187	\$181,688	\$30,438

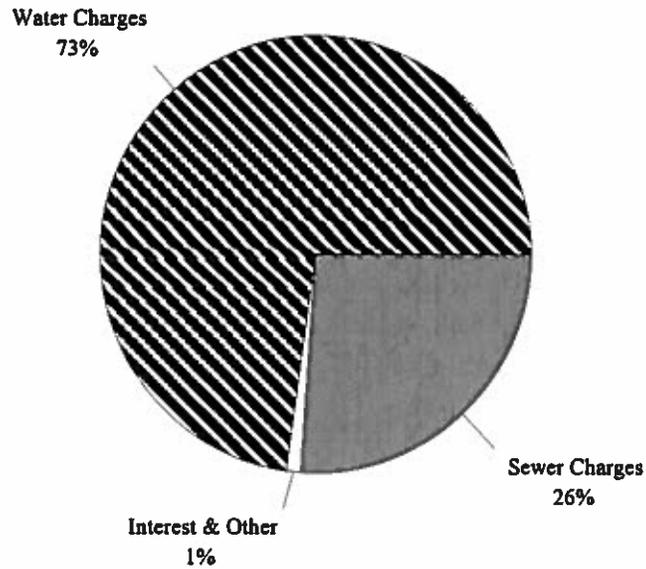
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Principal	\$390,000	\$145,000	\$145,000	\$0
Interest	18,513	5,800	5,800	0
Paying Agent Fees	450	450	450	0
Total Expenditures	\$408,963	\$151,250	\$151,250	\$0
Ending Fund Balance	\$78,437	\$32,937	\$30,438	\$30,438

UTILITY FUND

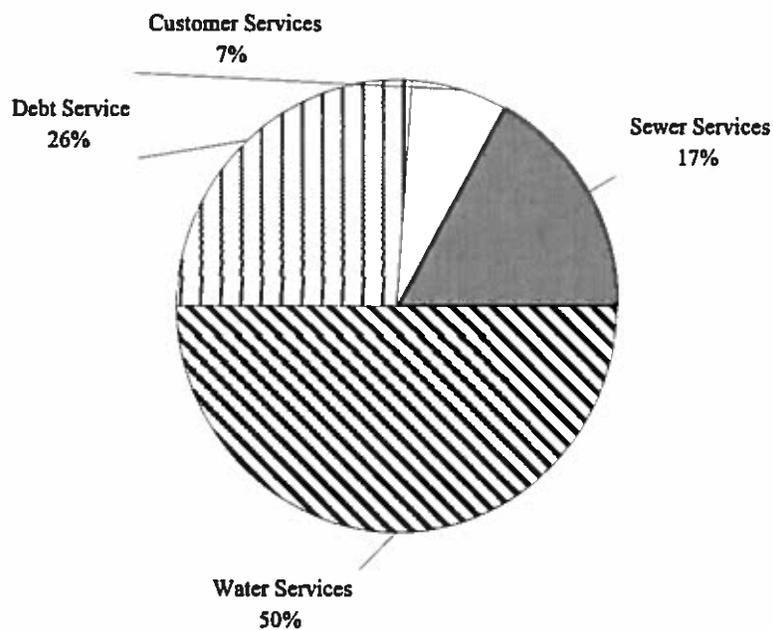


UTILITY FUND REVENUES VS. EXPENDITURES

UTILITY FUND REVENUES



UTILITY FUND EXPENDITURES



WOODWAY, TEXAS

**2018-2019
UTILITY FUND BUDGET SUMMARY**

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Cash Balance	\$183,604	\$262,050	\$262,050	\$264,957
Revenues				
Water Service Charges	\$4,018,123	\$3,849,800	\$4,097,700	\$3,996,300
Sewer System Charges	1,368,792	1,432,500	1,426,500	1,427,000
Interest and Other	44,069	40,000	57,500	57,500
Total Revenues	<u>\$5,430,984</u>	<u>\$5,322,300</u>	<u>\$5,581,700</u>	<u>\$5,480,800</u>
Total Resources	<u>\$5,614,588</u>	<u>\$5,584,350</u>	<u>\$5,843,750</u>	<u>\$5,745,757</u>

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Services	\$2,817,881	\$2,623,913	\$2,958,851	\$2,738,803
Sewer Services	955,146	997,527	919,730	953,450
Customer Service	1,579,511	1,700,860	1,700,212	1,788,547
Total Expenditures	<u>\$5,352,538</u>	<u>\$5,322,300</u>	<u>\$5,578,793</u>	<u>\$5,480,800</u>
Ending Cash Balance	<u>\$262,050</u>	<u>\$262,050</u>	<u>\$264,957</u>	<u>\$264,957</u>

UTILITY FUND
MAJOR REVENUE SOURCES

Water Service Charges (73%)

Water Service Charges account for \$3,996,300 of revenues. This represents a slight decrease of \$101,400 or 2% from estimated FY 2018 collections. Projected or annually budgeted water sales are conservatively based upon a historical five (5) year average.

Sewer System Charges (26%)

Sewer System Charges account for \$1,427,000 of revenues. This represents an increase of only \$500, or less than 1%, from estimated FY 2018 collections. Monthly customer rates are based on an average of January and February water consumption.

Interest and Other (1%)

Interest Income accounts for \$7,500 of revenues. This is equal to estimated FY 2018. Interest rates are beginning to increase some, so an increase was budgeted in FY 2019.

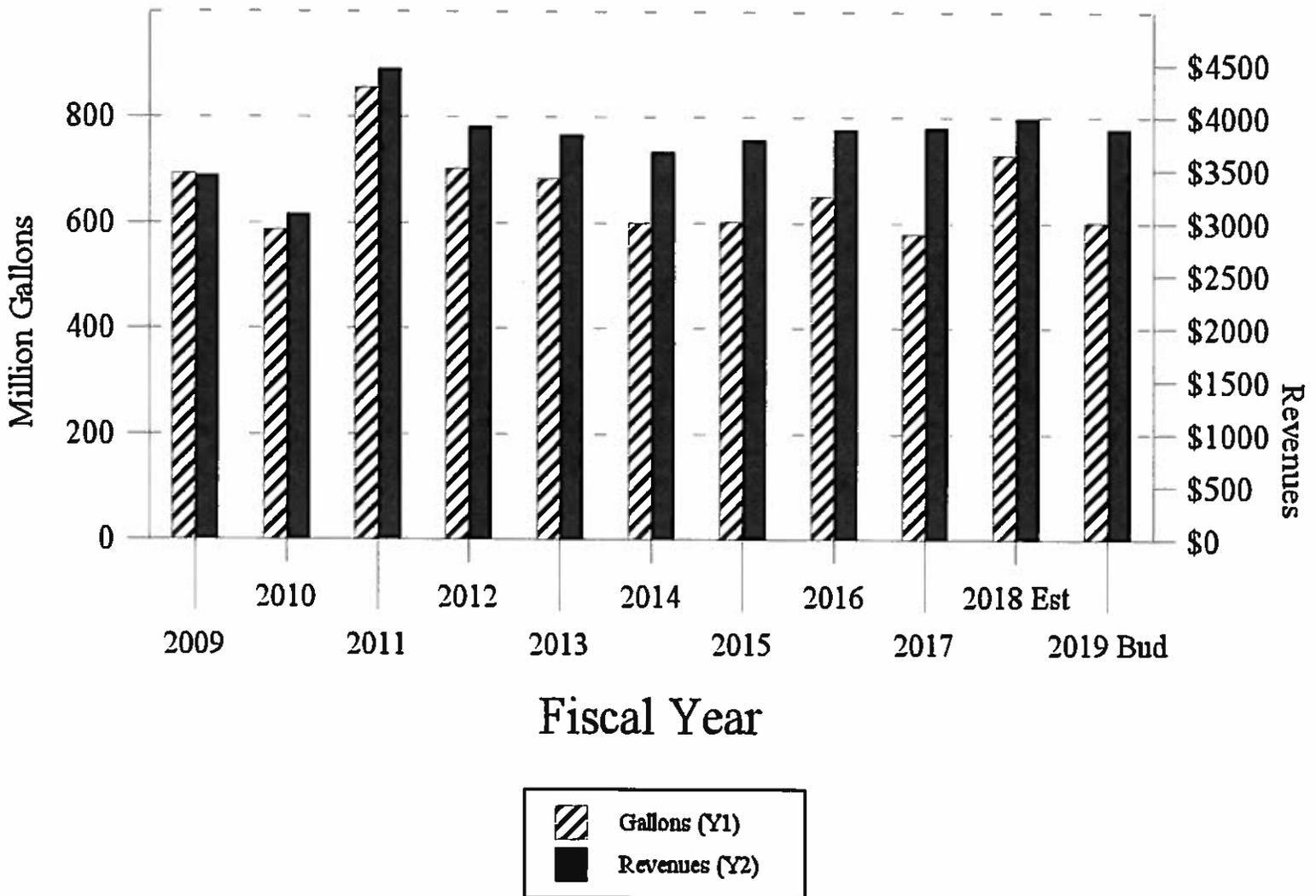
Miscellaneous income is budgeted at \$50,000, which is an increase from the previous year to primarily allow for an increase in treated sewer water sales.

WOODWAY, TEXAS

UTILITY FUND PROJECTED REVENUES

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Service Charges				
Water Sales - Residential	\$3,123,412	\$2,987,600	\$3,200,000	\$3,100,000
Water Sales - Commercial	677,095	673,400	680,000	675,000
Water Sales - Wholesale	108,000	118,800	115,200	118,800
Water Taps	2,350	5,000	2,500	2,500
Reconnect & Transfers	107,266	65,000	100,000	100,000
	\$4,018,123	\$3,849,800	\$4,097,700	\$3,996,300
Sewer System Charges				
Sewer Charges - Residential	\$1,249,617	\$1,303,000	\$1,311,000	\$1,310,000
Sewer Charges - Commercial	117,687	127,000	114,000	115,000
Sewer Taps	1,488	2,500	1,500	2,000
	\$1,368,792	\$1,432,500	\$1,426,500	\$1,427,000
Interest and Other				
Interest Income	\$7,043	\$5,000	\$7,500	\$7,500
Miscellaneous Income	37,026	35,000	50,000	50,000
	\$44,069	\$40,000	\$57,500	\$57,500
Total Revenues	\$5,430,984	\$5,322,300	\$5,581,700	\$5,480,800

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

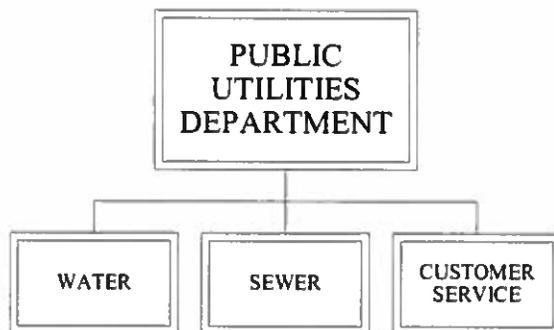


**UTILITY FUND
DETAIL**



WOODWAY, TEXAS

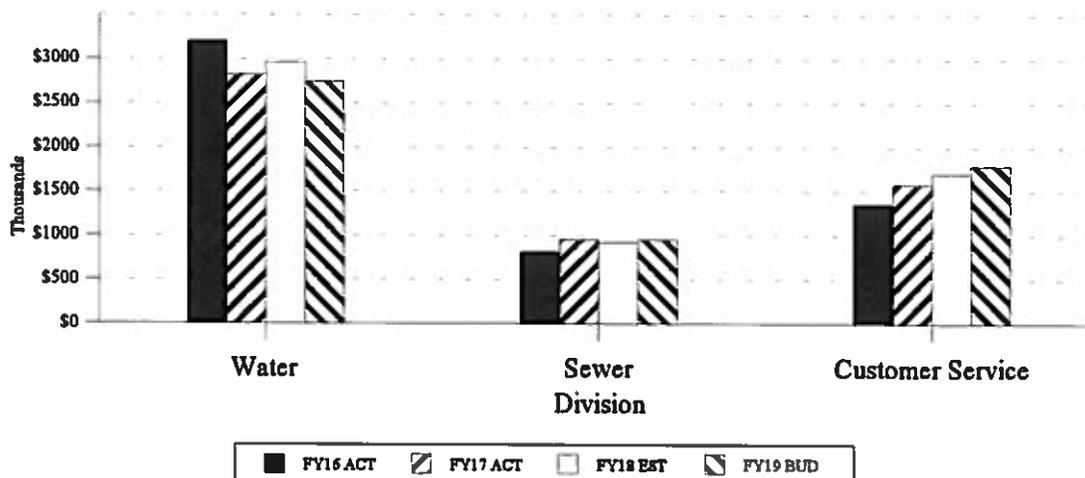
PUBLIC UTILITIES SUMMARY
2018-2019



Director of Community Services - Mitch Davison (772-4050)
Director of Finance - William Klump (772-4482)

ACTIVITY	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Services	\$2,817,881	\$2,623,913	\$2,958,851	\$2,738,803
Sewer Services	955,146	997,527	919,730	953,450
Customer Service	1,579,511	1,700,860	1,700,212	1,788,547
TOTALS	\$5,352,538	\$5,322,300	\$5,578,793	\$5,480,800

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

PUBLIC UTILITIES SUMMARY
2018-2019

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Operating Resources	(\$71,403)	\$5,000	\$4,593	\$7,500
Water Sales - Residential	3,123,412	2,987,600	3,200,000	3,100,000
Water Sales - Commercial	677,095	673,400	680,000	675,000
Water Sales - Wholesale	108,000	118,800	115,200	118,800
Water Tap Fees	2,350	5,000	2,500	2,500
Reconnects & Transfers	107,266	65,000	100,000	100,000
Sewer Revenues - Residential	1,249,617	1,303,000	1,311,000	1,310,000
Sewer Revenues - Commercial	117,687	127,000	114,000	115,000
Sewer Tap Fees	1,488	2,500	1,500	2,000
Interest and Other	37,026	35,000	50,000	50,000
Total Resources	\$5,352,538	\$5,322,300	\$5,578,793	\$5,480,800

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$865,226	\$919,608	\$855,510	\$950,350
Supplies & Materials	134,040	164,650	141,005	165,650
Repairs & Maintenance	201,893	242,300	211,496	242,300
Other Services & Charges	2,150,042	2,449,181	2,224,221	2,516,787
Capital	819	0	0	2,600
Operating Transfers	2,000,518	1,546,561	2,146,561	1,603,113
Total Expenditures	\$5,352,538	\$5,322,300	\$5,578,793	\$5,480,800

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	6.00	6.00	6.00	6.00
Office/Clerical	4.10	4.10	4.10	4.10
Technical	2.00	2.00	2.00	2.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.30	0.30	0.30	0.30
Management/Supervision	1.60	1.60	1.60	1.60
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	14.00	14.00	14.00	14.00

**PUBLIC UTILITIES
WATER SERVICES - 4501**

PROGRAM DESCRIPTION

The Water Division processes and distributes potable water from six deep wells. The water supply is supplemented with treated surface water from the City of Waco and Bluebonnet Water Supply Corp. Water is treated and distributed in accordance with rules established by the Texas Commission on Environmental Quality. The City has the capacity to produce 4.09 million gallons per day from City wells and has 7.580 million gallons ground storage capacity. Wholesale supplemental water is contracted for at a minimum take based upon an average of the City's usage over the last three years. This Division is responsible for maintenance and repair of water lines, meters, valves, taps, fire hydrants, wells, pumps, controls, pressure tanks, storage tanks, generators, plant sites, and power equipment such as trucks and back-hoes. The Division responds to water leaks on a 24 hour, 7 day a week basis and ensures water quality to over 3,800 customers.

GOALS AND OBJECTIVES FOR 2018-2019

1. On a daily basis, monitor wells, distribution pressure and chlorine level above 2ppm.
2. Perform bacteriological sampling of water on a monthly basis.
3. Improve pressure plane management through additional valves, training and new Waco water connections.
4. Upgrade all employees to the highest certification possible for this department.
5. Answer all service requests the same day by a phone call, letter, or personal visit.
6. Replace broken valves.
7. Upgrade equipment at well sites.
8. Become more proficient in repairing mains.
9. Upgrading some of the well houses.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Leaks Repaired				
- Services	250	250	250	250
- Main lines	450	450	450	450
- McGregor line	0	0	0	0
2. Water samples taken	300	300	300	300
3. Well inspections	2,190	2,190	2,190	2,190
4. Meter exchanges	160	200	200	200

WOODWAY, TEXAS

**PUBLIC UTILITIES
WATER SERVICES - 4501**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Operating Resources	(\$1,092,976)	(\$1,160,887)	(\$1,038,849)	(\$1,157,497)
Water Sales - Residential	3,123,412	2,987,600	3,200,000	3,100,000
Water Sales - Commercial	677,095	673,400	680,000	675,000
Water Sales - Wholesale	108,000	118,800	115,200	118,800
Water Tap Fees	2,350	5,000	2,500	2,500
Total Resources	\$2,817,881	\$2,623,913	\$2,958,851	\$2,738,803

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$406,927	\$432,221	\$391,925	\$441,617
Supplies & Materials	53,003	64,950	58,600	65,950
Repairs & Maintenance	126,447	139,800	133,800	139,800
Other Services & Charges	1,570,085	1,922,742	1,710,326	2,029,936
Capital	819	0	0	1,500
Operating Transfers	660,600	64,200	664,200	60,000
Total Expenditures	\$2,817,881	\$2,623,913	\$2,958,851	\$2,738,803

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	3.00	3.00	3.00	3.00
Office/Clerical	1.40	1.40	1.40	1.40
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.90	0.90	0.90	0.90
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	6.30	6.30	6.30	6.30

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

WATER SERVICES - 4501

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$111,051	\$108,516	\$107,825	\$113,640
Office/Clerical	50,675	53,135	53,360	56,079
Technical	41,599	44,021	43,436	45,787
Management/Supervision	67,313	70,528	55,121	70,702
Overtime	10,099	10,000	7,500	10,000
Insurance	63,789	77,439	61,540	76,584
FICA/Medicare Tax	4,055	4,285	4,009	4,421
Retirement	46,110	49,079	44,025	50,609
Unemployment	0	0	0	0
Workers' Compensation	4,076	5,894	5,882	5,085
Incentive Pay	8,160	9,324	9,227	8,710
Total Salaries & Benefits	\$406,927	\$432,221	\$391,925	\$441,617
Supplies & Materials				
Uniform Service	\$2,531	\$3,000	\$2,500	\$3,000
Immunizations	0	250	0	250
Printing	0	500	200	500
Office Supplies	142	300	200	300
Computer Supplies	0	1,000	500	1,000
Postage	97	500	300	500
Supplies - Motor Vehicles	12,119	20,000	15,000	20,000
Minor Tools & Equipment	4,895	3,000	3,500	4,000
Chemicals	33,219	36,000	36,000	36,000
Food/Memorials	0	400	400	400
Total Supplies & Materials	\$53,003	\$64,950	\$58,600	\$65,950
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$4,857	\$7,000	\$7,000	\$7,000
Maintenance - Office Equipment	0	600	600	600
Maintenance - Heavy Equipment	4,313	7,200	7,200	7,200
Maintenance - Pumps & Equipment	42,023	40,000	40,000	40,000
Maintenance - Mainlines	58,802	50,000	50,000	50,000
Maintenance - Storage Tanks	2,950	5,000	5,000	5,000
Maintenance - Meters	12,301	20,000	18,000	20,000
Maintenance - Fire Hydrants	1,201	10,000	6,000	10,000
Total Repairs & Maintenance	\$126,447	\$139,800	\$133,800	\$139,800

WOODWAY, TEXAS

WATER SERVICES - 4501

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Legal Services	\$0	\$2,500	\$2,500	\$2,500
Engineering Services	0	2,500	2,500	2,500
Service Charges - General Fund	242,764	167,764	167,764	92,764
Schools/Conferences	3,271	4,000	4,000	4,000
Employment Screening	408	500	500	500
Water Purchases	798,281	1,099,000	1,099,000	1,200,000
Water System Fee	18,244	18,000	20,436	20,000
Groundwater System Fee	23,444	20,000	20,000	20,000
Equipment Rental	1,056	3,000	2,500	3,000
Property/Liability Insurance	31,669	33,255	28,995	30,445
Communications	2,208	3,500	3,000	3,500
Newspaper Notices	0	500	200	500
Electric Service	442,039	430,000	307,431	330,000
Subscriptions/Memberships	801	1,000	1,500	1,500
Contingency/Emergency Expenditure	5,900	137,223	50,000	318,727
Total Other Services & Charges	\$1,570,085	\$1,922,742	\$1,710,326	\$2,029,936
Capital Outlay				
Water Pumps/Wells	\$0	\$0	\$0	\$0
Water Meters	0	0	0	0
Fire Hydrants	0	0	0	0
Machinery & Equipment	819	0	0	1,500
Office Equipment	0	0	0	0
Total Capital Outlay	\$819	\$0	\$0	\$1,500
Operating Transfers				
Equipment Replacement	\$60,600	\$64,200	\$64,200	\$60,000
Capital Projects Fund	600,000	0	600,000	0
Emergency Reserve Fund Transfer	0	0	0	0
Total Operating Transfers	\$660,600	\$64,200	\$664,200	\$60,000
Total Expenditures	\$2,817,881	\$2,623,913	\$2,958,851	\$2,738,803

**PUBLIC UTILITIES
SEWER SERVICES - 4502**

PROGRAM DESCRIPTION

The Sewer Division maintains the City's sewer collection system, ten lift stations, and an outfall line that transports effluent to the Regional Wastewater Treatment Plant. The lift stations are closely monitored at least once each day, functionally checking both high volume pumps. Any restriction of sewer lines requires cleaning with a high pressure rodder. Persistent blockage requires line excavation. The collection system is monitored each day to prevent spillage of wastewater, and additional inspections are made after heavy rains to identify any overflow of manholes. Infiltration points are identified and repaired. The Division responds 24 hours a day, 7 days a week to repair lines and/or lift stations.

GOALS AND OBJECTIVES FOR 2018-2019

1. Respond to emergency blockage situations in less than one hour.
2. Answer all requests for service the day received with a phone call, letter or personal visit.
3. Upgrade certification for all employees to the highest certification possible for this department.
4. Perform lift station preventive maintenance on an ongoing basis.
5. Train all employees in the department on the use of the sewer vector truck.
6. Upgrade SCADA.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
1. Feet of line rodded	70,000	70,000	15,000	15,000
2. Sewer stoppages removed	200	200	200	200
3. Major trunkline repairs	10	15	15	15
4. Miles of sewer line maintained	80	80	80	80
5. Lift stations maintained	10	10	10	10
6. Lift station inspections	2340	2340	2340	2340

WOODWAY, TEXAS

**PUBLIC UTILITIES
SEWER SERVICE - 4502**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Operating Revenues	(\$413,646)	(\$434,973)	(\$506,770)	(\$473,550)
Sewer Revenues - Residential	1,249,617	1,303,000	1,311,000	1,310,000
Sewer Revenues - Commercial	117,687	127,000	114,000	115,000
Sewer Tap Fees	1,488	2,500	1,500	2,000
Total Resources	\$955,146	\$997,527	\$919,730	\$953,450

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$243,605	\$262,658	\$239,341	\$268,621
Supplies & Materials	52,465	64,300	52,905	64,300
Repairs & Maintenance	57,834	83,000	60,000	83,000
Other Services & Charges	524,742	479,069	458,984	428,629
Capital	0	0	0	1,100
Operating Transfers	76,500	108,500	108,500	107,800
Total Expenditures	\$955,146	\$997,527	\$919,730	\$953,450

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	2.00	2.00	2.00	2.00
Office/Clerical	0.20	0.20	0.20	0.20
Technical	1.00	1.00	1.00	1.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	0.70	0.70	0.70	0.70
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	3.90	3.90	3.90	3.90

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

SEWER SERVICES - 4502

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$66,965	\$70,949	\$69,808	\$73,827
Office/Clerical	\$6,716	\$7,043	\$6,978	\$7,326
Technical	38,298	39,246	39,645	41,623
Management/Supervision	45,844	48,034	40,547	48,948
Overtime	11,396	10,000	10,000	10,000
Insurance	36,349	47,932	35,180	47,404
FICA/Medicare Tax	2,491	2,600	2,478	2,685
Retirement	28,367	29,774	27,572	30,730
Unemployment	0	0	0	0
Worker's Compensation	3,556	3,073	3,189	2,651
Incentive Pay	3,623	4,007	3,944	3,427
Total Salaries & Benefits	\$243,605	\$262,658	\$239,341	\$268,621
Supplies & Materials				
Uniform Service	\$2,408	\$2,000	\$1,955	\$2,000
Immunizations	0	50	0	50
Printing	0	150	0	150
Office Supplies	148	400	250	400
Computer Supplies	0	1,000	0	1,000
Supplies - Motor Vehicles	9,628	20,000	10,000	20,000
Minor Tools & Equipment	3,240	3,000	3,000	3,000
Chemicals	37,041	37,500	37,500	37,500
Food/Memorials	0	200	200	200
Total Supplies & Materials	\$52,465	\$64,300	\$52,905	\$64,300
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$4,636	\$5,000	\$5,000	\$5,000
Maintenance - Office Equipment	0	0	0	0
Maintenance - Heavy Equipment	7,067	10,000	10,000	10,000
Maintenance - Lift Stations	38,181	33,000	30,000	33,000
Maintenance - Mainlines	7,950	35,000	15,000	35,000
Total Repairs & Maintenance	\$57,834	\$83,000	\$60,000	\$83,000

WOODWAY, TEXAS

SEWER SERVICES - 4502

	2016-2017	2017-2018	2017-2018	2018-2019
	ACTUAL	BUDGET	ESTIMATED	BUDGET
Other Services & Charges				
Legal Services	\$0	\$2,000	\$0	\$2,000
Engineering Services	3,324	5,000	0	5,000
Service Charges - General Fund	80,921	55,921	55,921	30,921
Schools/Conferences	964	4,000	3,000	3,000
Employment Screening	0	120	100	120
Sewage Treatment Charges - WMARSS	413,772	376,956	376,956	361,800
Equipment Rental	0	1,000	500	1,000
Property/Liability Insurance	8,783	9,222	8,846	9,288
Communications	818	2,000	1,000	2,000
Newspaper Notices	0	500	0	500
Electric Service	15,383	22,000	11,968	12,000
Subscriptions/Memberships	777	350	693	1,000
Total Other Services & Charges	\$524,742	\$479,069	\$458,984	\$428,629
Capital Outlay				
Sewer Lift Stations	\$0	\$0	\$0	\$0
Machinery & Equipment	0	0	0	1,100
Office Equipment	0	0	0	0
Total Capital Outlay	\$0	\$0	\$0	\$1,100
Operating Transfers				
Equipment Replacement	\$76,500	\$108,500	\$108,500	\$107,800
Capital Projects Fund	0	0	0	0
Total Operating Transfers	\$76,500	\$108,500	\$108,500	\$107,800
Total Expenditures	\$955,146	\$997,527	\$919,730	\$953,450

WOODWAY, TEXAS

**PUBLIC UTILITIES
CUSTOMER SERVICE - 4503**

PROGRAM DESCRIPTION

The Customer Service Division coordinates and performs the reading of meters, maintains computer records for utility customers (in excess of 3,800 accounts), bills utility customers, records payments received from customers, handles customer requests for service, performs meter re-reads, changes dead meters and coordinates major repairs with water crews. Customer Service also provides clerical support for the Finance Division with finance, utility billing, and personnel responsibilities. Customer Service is the "first line" contact with citizens regarding utility services, and is staffed by one each - Customer Service Coordinator, Customer Service Clerk, Meter Reader and one-half of an Accounting/Customer Service Clerk.

GOALS AND OBJECTIVES FOR 2018-2019

1. Maintain a "team" focus on the citizen as customer via training, work order tracking, and continuation of customer surveys.
2. Continue to develop all employees' PC abilities in Word and Excel in order to provide efficiency & computerize manual duties.
3. Complete cross training department personnel and implement periodic temporary reassignments.
4. Prepare and mail monthly billings on a timely and efficient basis while maintaining 28-31 day billing cycles.
5. Examine and present recommendations for the use of equalized payment plans.
6. Perform all meter re-reads within 24 hours of request.
7. Replace defective meters within 15 days of identification.
8. Implement a delinquency process for finalled accounts and routine write-offs.

PERFORMANCE MEASURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Billing				
1. Average Monthly Customer Accounts				
- Water	3,894	3,900	3,927	3,950
- Irrigation	127	130	131	135
- Sewer	3,675	3,700	3,702	3,725
- Refuse	3,719	3,750	3,767	3,800
2. Utility Bills Issued	46,994	47,000	48,696	49,020
3. Utility Payments Processed				
- % Mail	30.0%	30.0%	29.0%	29.0%
- % ACH	12.0%	12.0%	11.0%	11.0%
- % Other (Walk-in, Night drop, Online)	58.0%	58.0%	60.0%	60.0%
4. Delinquent Notices Issued	6,480	6,500	6,772	6,800
5. Late Penalties Assessed	4,250	4,300	6,330	6,350
6. Deferred Payment Contracts/Extensions Processed	109	100	2	10
7. Work Orders Processed	3,561	3,750	4,121	4,200
8. Service Applications Processed	214	225	236	250
9. Service Terminations Processed	195	200	181	200
10. Billing Adjustments	77	100	76	100
11. Sanitation Service Calls	421	500	440	450
12. Re-reads Processed	644	675	835	850
13. Water Sold (Millions of Gallons)	579	592	729	601
14. Garage Sale Permits Issued	195	200	150	175
Meter Reading				
15. Meters Read	46,994	47,000	48,696	49,020
16. Meters Repaired	16	20	7	10
17. Defective Meters Replaced	160	200	157	175

WOODWAY, TEXAS

**PUBLIC UTILITIES
CUSTOMER SERVICE - 4503**

RESOURCES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Operating Revenues	\$1,465,202	\$1,630,860	\$1,592,712	\$1,681,047
Reconnects & Transfers	107,266	65,000	100,000	100,000
Interest	7,043	5,000	7,500	7,500
Total Resources	\$1,579,511	\$1,700,860	\$1,700,212	\$1,788,547

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits	\$214,694	\$224,729	\$224,244	\$240,112
Supplies & Materials	28,572	35,400	29,500	35,400
Repairs & Maintenance	17,612	19,500	17,696	19,500
Other Services & Charges	55,215	47,370	54,911	58,222
Capital	0	0	0	0
Operating Transfers	1,263,418	1,373,861	1,373,861	1,435,313
Total Expenditures	\$1,579,511	\$1,700,860	\$1,700,212	\$1,788,547

PERSONNEL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Service/Maintenance	1.00	1.00	1.00	1.00
Office/Clerical	2.50	2.50	2.50	2.50
Technical	0.00	0.00	0.00	0.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.30	0.30	0.30	0.30
Management/Supervision	0.00	0.00	0.00	0.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
Total Personnel	3.80	3.80	3.80	3.80

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

CUSTOMER SERVICE - 4503

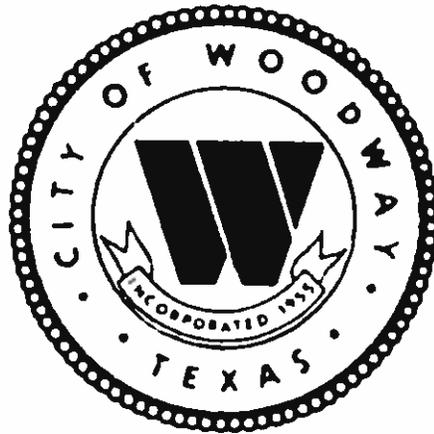
	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Salaries & Benefits				
Service/Maintenance	\$34,536	\$36,477	\$38,823	\$40,816
Office/Clerical	87,150	90,679	93,665	99,097
Professional	16,431	17,217	17,077	17,915
Overtime	1,044	1,000	1,000	1,000
Insurance	45,954	46,636	41,592	46,134
FICA/Medicare Tax	2,055	2,182	2,228	2,355
Retirement	23,380	24,996	25,377	26,958
Unemployment	0	0	0	0
Worker's Compensation	1,278	1,404	1,385	1,240
Team Incentives	0	1,000	0	1,000
Incentive Pay	2,866	3,138	3,097	3,597
Total Salaries & Benefits	\$214,694	\$224,729	\$224,244	\$240,112
Supplies & Materials				
Uniform Service	\$97	\$400	\$200	\$400
Printing	3,400	4,000	3,250	4,000
Office Supplies	698	1,000	750	1,000
Computer Supplies	592	1,500	1,000	1,500
Postage	20,733	23,000	21,000	23,000
Supplies - Motor Vehicles	1,749	4,000	2,000	4,000
Minor Tools & Equipment	1,219	1,200	1,200	1,200
Food/Memorials	84	300	100	300
Total Supplies & Materials	\$28,572	\$35,400	\$29,500	\$35,400
Repairs & Maintenance				
Maintenance - Motor Vehicles	\$1,533	\$2,000	\$1,500	\$2,000
Maintenance - Office Equipment	16,079	17,500	16,196	17,500
Total Repairs & Maintenance	\$17,612	\$19,500	\$17,696	\$19,500

WOODWAY, TEXAS

CUSTOMER SERVICE - 4503

	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Other Services & Charges				
Special Studies	\$975	\$975	\$975	\$975
Contract Labor	0	0	0	0
Audit Services	7,105	7,000	7,455	7,805
Schools/Conferences	0	500	250	500
Employment Screening	0	200	0	200
Bank Service Charges	30,003	30,000	40,032	40,000
Uncollectible UB	9,802	0	0	0
Property/Liability Insurance	1,805	1,895	1,849	1,942
Newspaper Notices	0	500	0	500
Mail-Handling	3,944	5,000	3,500	5,000
Community Programs	0	0	0	0
Subscriptions/Memberships	92	300	100	300
Contingency	1,489	1,000	750	1,000
Total Other Services & Charges	\$55,215	\$47,370	\$54,911	\$58,222
Capital Outlay				
Office Equipment	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$0	\$0	\$0
Operating Transfers				
Equipment Replacement	\$0	\$0	\$0	\$0
Debt Service - Water	714,282	585,562	585,562	587,662
Debt Service - Sewer	549,136	788,299	788,299	847,651
Total Operating Transfers	\$1,263,418	\$1,373,861	\$1,373,861	\$1,435,313
Total Expenditures	\$1,579,511	\$1,700,860	\$1,700,212	\$1,788,547

WOODWAY, TEXAS



**UTILITY DEBT
SERVICE FUND**



UTILITY DEBT SERVICE FUND

The Utility Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's Water and Sewer Revenue Bonds and also to provide a reserve as required by the City's bond ordinances. These ordinances currently require the City to maintain a balance equal to the succeeding fiscal year's principal and interest payment.

For FY 2019, the required balance in this fund is \$1,435,313 (the amount of debt service payments to be made in FY 2018-2019). This fund reaches its low balance in August after the yearly principal payments are made. To provide funds for debt service payments, it is necessary for the Utility Fund to transfer \$1,435,313 to this fund in FY 2019.

The debt service on Water and Sewer Bonds, i.e., the amount transferred from the Utility Fund, is provided by water and sewer fees. Issuance of additional bonds may impact Water and Sewer fees, but will have no impact on property tax rates.

It is the City's policy to fund as many projects as possible from the Utility Projects Fund and to incur new debt only when necessary for larger projects. In determining the timing for issuance of new debt, the objective is to minimize the overall debt service; therefore, new debt issuance is usually timed to coincide with a decrease in current debt service.

The following pages contain the current budget for the Utility Debt Service Fund and schedule reflecting current debt service obligations.

WOODWAY, TEXAS

2018-2019
 UTILITY DEBT SERVICE FUND
 - 501 -

The Utility Debt Service Fund accounts for all debt payments associated with utility projects. The debt payments are funded by internal transfers from the Utility Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$292,562	\$290,226	\$290,226	\$300,256
Revenues				
Transfer from Utility Fund	1,263,418	1,373,861	1,373,861	1,435,313
Interest Income	5,421	5,000	10,030	7,000
	<u>\$1,268,839</u>	<u>\$1,378,861</u>	<u>\$1,383,891</u>	<u>\$1,442,313</u>
Total Resources	\$1,561,401	\$1,669,087	\$1,674,117	\$1,742,569

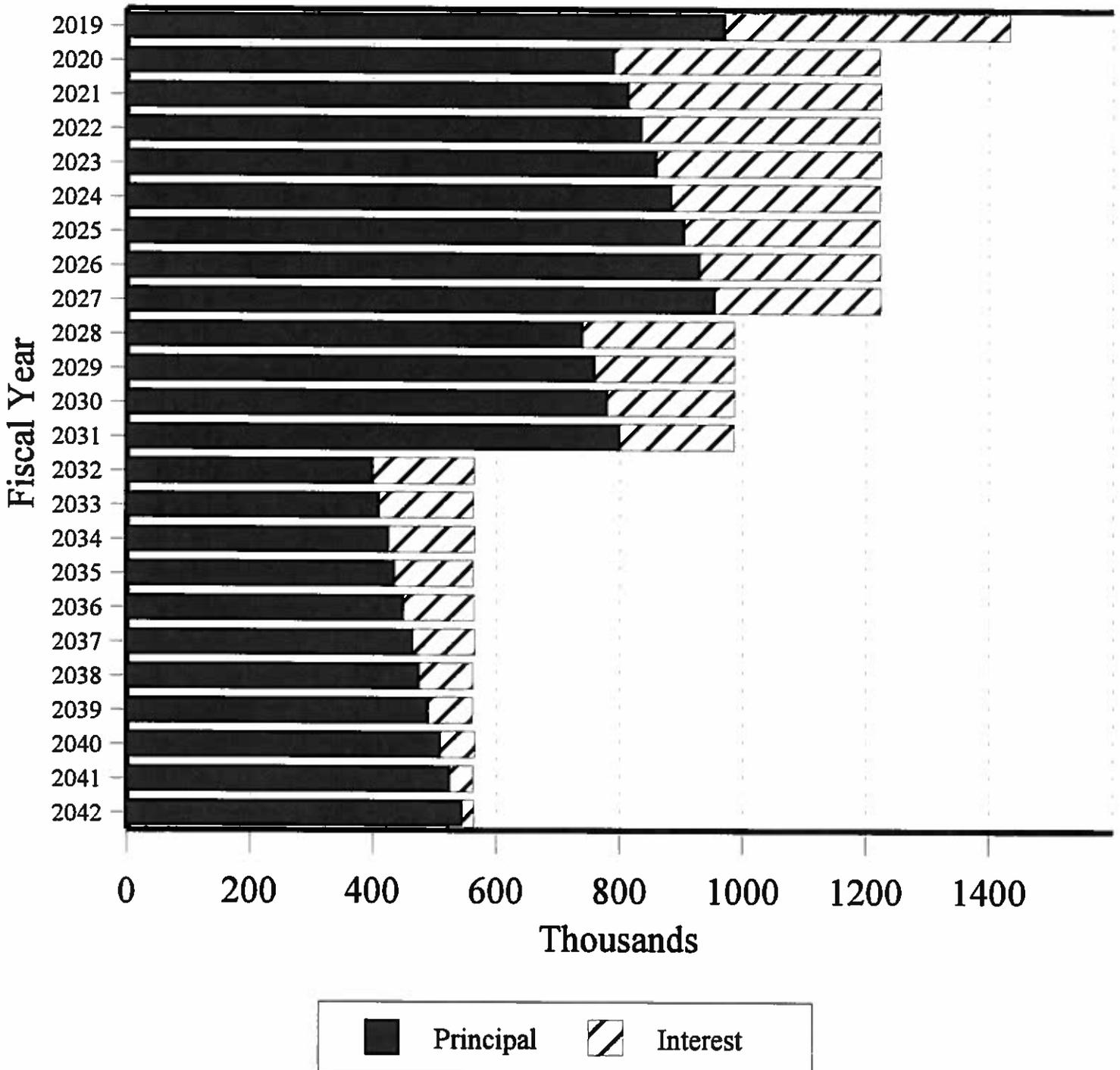
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Principal	\$1,010,000	\$1,005,000	\$1,005,000	\$970,000
Interest	259,375	367,061	367,061	463,063
Paying Agent Fees	1,800	1,800	1,800	2,250
	<u>\$1,271,175</u>	<u>\$1,373,861</u>	<u>\$1,373,861</u>	<u>\$1,435,313</u>
Total Expenditures	\$1,271,175	\$1,373,861	\$1,373,861	\$1,435,313
Ending Fund Balance	\$290,226	\$295,226	\$300,256	\$307,256

WOODWAY, TEXAS

WATER WORKS & SEWER SYSTEM DEBT SERVICE SCHEDULE

DATE	2009 SERIES FISCAL TOTALS		2011 REF SERIES FISCAL TOTALS		2016 REF SERIES FISCAL TOTALS		2016 SERIES FISCAL TOTALS		2017 SERIES FISCAL TOTALS		FISCAL GRAND TOTALS		
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL
2018-2019	350,000	14,000	95,000	10,150	305,000	77,200	220,000	65,800		295,213	978,000	463,063	1,441,063
2019-2020			95,000	8,000	310,000	68,050	225,000	61,400	160,000	295,212	790,000	432,662	1,222,662
2020-2021			105,000	4,200	325,000	58,750	230,000	54,900	155,000	290,413	815,000	418,263	1,233,263
2021-2022					330,000	49,000	235,000	52,300	270,000	285,762	835,000	387,062	1,222,062
2022-2023					340,000	39,100	240,000	47,600	280,000	277,663	860,000	364,263	1,224,263
2023-2024					350,000	28,900	245,000	42,800	290,000	266,462	885,000	338,162	1,223,162
2024-2025					355,000	21,900	250,000	37,900	300,000	257,763	905,000	317,563	1,222,563
2025-2026					365,000	14,800	255,000	32,900	310,000	245,762	930,000	293,462	1,223,462
2026-2027					325,000	7,500	260,000	27,800	320,000	233,263	955,000	268,463	1,223,463
2027-2028							270,000	22,600	470,000	223,762	740,000	246,362	986,362
2028-2029							270,000	17,200	490,000	209,663	760,000	226,863	986,863
2029-2030							275,000	11,800	505,000	194,962	780,000	206,762	986,762
2030-2031							280,000	6,300	520,000	179,813	800,000	186,113	986,113
2031-2032									400,000	164,212	400,000	164,212	564,212
2032-2033									410,000	152,213	410,000	152,213	562,213
2033-2034									425,000	139,912	425,000	139,912	564,912
2034-2035									435,000	127,163	435,000	127,163	562,163
2035-2036									450,000	114,112	450,000	114,112	564,112
2036-2037									465,000	100,613	465,000	100,613	565,613
2037-2038									475,000	86,662	475,000	86,662	561,662
2038-2039									490,000	71,225	490,000	71,225	561,225
2039-2040									510,000	55,300	510,000	55,300	565,300
2040-2041									525,000	37,450	525,000	37,450	562,450
2041-2042									545,000	19,075	545,000	19,075	564,075
TOTAL	\$350,000	\$14,000	\$295,000	\$23,050	\$3,055,000	\$365,200	\$3,255,000	\$483,300	\$9,200,000	\$4,323,750	\$16,155,000	\$5,209,300	\$21,364,300

UTILITY LONG-TERM DEBT



WOODWAY, TEXAS

UTILITY DEBT SERVICE FUND SCHEDULE OF BONDS OUTSTANDING

REVENUE BOND ISSUE/NOTE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/2018	2018-2019 PRINCIPAL DUE	2018-2019 INTEREST DUE	2018-2019 TOTAL DUE
C.O. 2009 (Water Improvements)	\$2,995,000	2.00% - 4.00%	2019	\$350,000	\$350,000	\$14,000	\$364,000
G.O. 2011 Refunding (Water Improvements)	\$2,705,000	2.00% - 4.00%	2021	295,000	95,000	10,850	105,850
G.O. 2016 Refunding (Sewer Improvements)	\$3,400,000	2.00% - 3.00%	2027	3,055,000	305,000	77,200	382,200
C.O. 2016 (Water & Sewer Improvements)	\$3,670,000	2.00% - 2.25%	2031	3,255,000	220,000	65,800	285,800
C.O. 2017 (Sewer Improvements)	\$9,200,000	3.00% - 4.00%	2042	9,200,000	0	295,213	295,213
TOTAL ALL ISSUES				\$16,155,000	\$970,000	\$463,063	\$1,433,063

**CAPITAL PROJECT
FUNDS**



WOODWAY, TEXAS

2018-2019
PARK PROJECTS FUND
- 300 -

The Park Projects Fund is used for projects associated with the City's park lands as considered by the Parks Board. Projects are funded by internal transfers from the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$26,049	\$27,473	\$27,473	\$28,377
Revenues				
Interest Income	199	200	304	300
Miscellaneous Income	0	0	0	0
Park Memberships	1,225	1,200	600	600
Transfer from General Fund	0	0	0	192,585
Transfer from General Projects Fund	0	0	0	0
	\$1,424	\$1,400	\$904	\$193,485
Total Resources	\$27,473	\$28,873	\$28,377	\$221,862

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Parks:				
<u>Contract Labor</u>	\$0	\$0	\$0	\$0
<u>Capital - Bldgs & Improv</u>				
30007 - Poage Park Improvements	0	0	0	29,000
30015 - Miscellaneous Parks Board Projects	0	0	0	192,585
Total Expenditures	\$0	\$0	\$0	\$221,585
Ending Fund Balance	\$27,473	\$28,873	\$28,377	\$277

WOODWAY, TEXAS

2018-2019
PARK DEDICATION FUND
- 301 -

The Park Dedication Fund was established to account for funds received from Developers for the purpose of making park improvements in new development areas.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$12,104	\$12,193	\$12,193	\$12,327
Revenues				
Interest Income	89	80	134	150
Transfer from General Fund	0	0	0	0
Park Fund Dedications	0	0	0	0
	\$89	\$80	\$134	\$150
Total Resources	\$12,193	\$12,273	\$12,327	\$12,477

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Park Improvements	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$12,193	\$12,273	\$12,327	\$12,477

GENERAL PROJECTS FUND

The General Projects Fund provides funding for a wide range of general City projects. The majority of these projects are significant in cost, but do not require the use of debt as a funding source. This fund was created in FY 1994-95 by transfer of surplus funds from the General Fund. The major sources of revenue in this fund are year end surplus transfers from the General Fund and interest income.

Major Projects for FY 2019

Slurry Seal Program (\$300,000)

The slurry seal program has been budgeted in the Capital Projects Fund due to the total cost of the program being a large amount. In past years, this program was budgeted in the General Fund as a streets maintenance line item. Each year the City identifies streets in need of repair then a bid is prepared for the entire year's program. We budgeted \$200,000 prior to FY 2010, but have found it to be more economical to budget \$300,000. Approximately 1/5 of the City's streets can be slurry sealed annually with the \$300,000. This allows for substantially more streets to be done due to not duplicating engineering and set up costs.

Harbor Drive Reconstruction (\$700,000)

The portion of Harbor Drive north of Riverview Drive, which is approximately 2,700 square yards, is in extremely poor condition. This area includes the transition through the escarpment line, which is currently an asphalt surface, and will be replaced with a concrete surface. There have been numerous complaints about the condition of this street and it needs to be reconstructed.

Highway 84 Beautification (\$232,000)

The City has been gradually working to beautify the Highway 84 median that runs through the City of Woodway. This year the last section of Highway 84 beyond Poage Drive will be worked on. Irrigation will be installed and crape myrtle trees will be planted in that section of the median.

Family Center Parking/Expansion (\$100,000)

The Family Center is used year round by area youth that register to play numerous sports. This is a successful and growing program, which has outgrown the facility. We typically have more participants and spectators than the parking lot and facilities can hold. These funds will be used to expand the parking area and facilities.

Rehab Fuel Tanks (\$13,000)

During annual inspections, it was determined that the fuel storage tanks located at the City Shop were in need of repairs. The exterior of the tanks need to be stripped and repainted to insure they will be safe and useful for now and in the future.

Overall Impact on Operating Budget

Slurry Seal Program

The slurry seal program reduces future maintenance costs and extends the overall life of the City's streets. This will reduce labor and material costs associated with future street repairs as well as improve the current condition and safety of the streets.

Harbor Drive Reconstruction

The Harbor Drive Reconstruction Project will reduce future maintenance costs and extend the overall life of the street. This will reduce labor and material costs associated with future street repairs as well as improve the current condition and safety of the street.

Highway 84 Beautification

The Highway 84 Beautification Project will increase our maintenance and water costs minimally due to watering and maintaining the trees in the median of the highway. Highway 84 is a major highway that carries a large amount of traffic through the City. The addition of the crape myrtles will make the highway more beautiful to our residents and others passing through Woodway.

Family Center Parking/Expansion

The Family Center Parking/Expansion Project will benefit the participants and spectators at the Family Center. The facility is currently over crowded, which limits our registrations. By expanding the parking and facilities, more youth will be able to participate and registration revenues will increase.

Rehab Fuel Tanks

The exterior of the fuel storage tanks need to be stripped and repainted to insure they will be safe and useful for now and in the future. This will extend the life of the tanks and prevent more extensive repairs in the future. It would be far more costly to replace the tanks and to purchase fuel at retail prices while the tanks are being replaced.

WOODWAY, TEXAS

2018-2019
GENERAL PROJECTS FUND
- 302 -

The General Projects Fund provides funding for non-routine general City projects. These projects are typically significant in cost. The projects are funded through year-end excess transfers from the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$3,966,899	\$4,067,738	\$4,067,738	\$3,779,793
Revenues				
Interest Income	28,754	25,000	44,525	35,000
Miscellaneous Income	0	0	0	0
Transfer from General Fund	200,000	0	0	0
Transfer from Park Projects Fund	0	0	0	0
	\$228,754	\$25,000	\$44,525	\$35,000
Total Resources	\$4,195,653	\$4,092,738	\$4,112,263	\$3,814,793

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Streets:				
<u>Capital - Buildings & Improvements</u>				
30230 - Slurry Seal Program	0	0	0	300,000
30243 - Sidewalks	0	0	0	0
30264 - Harbor Drive Reconstruction	0	350,000	0	700,000
30265 - Bosque & Estates Cape Seal	0	600,000	331,608	0
Public Buildings:				
<u>Capital - Buildings & Improvements</u>				
30259 - Highway 84 Beautification	8,385	95,000	38	232,000
30262 - Public Safety Building A/C	60,715	0	0	0
30263 - Resurface Parking Lots	58,815	0	0	0
30266 - Council Room Upgrades	0	20,000	824	0
30267 - Family Center Parking / Expansion	0	100,000	0	100,000
30268 - Rehab Fuel Tanks	0	0	0	13,000
Total Expenditures	\$127,915	\$1,165,000	\$332,470	\$1,345,000
Ending Fund Balance	\$4,067,738	\$2,927,738	\$3,779,793	\$2,469,793

WOODWAY, TEXAS

2018-2019
FUTURE CAPITAL STREET IMPROVEMENT FUND
 - 306 -

The Future Capital Street Improvements Fund was established in FY 2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements. FY 2002 includes a 0.0183 rate increase. FY 2003 includes a 0.0117 rate increase, for a total FY 2003 rate of .0300. FY 2004 includes a 0.0150 rate increase, for a total FY 2004 rate of .0450. This rate will remain the same for future years.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$1,295,076	\$1,755,780	\$1,755,780	\$2,254,894
Revenues				
Ad Valorem Tax	444,795	482,317	472,113	522,518
Delinquent Ad Valorem Taxes	1,857	500	1,951	2,000
Interest and Penalties	1,880	2,000	1,480	1,500
Interest Income	12,172	10,000	23,570	25,000
	\$460,704	\$494,817	\$499,114	\$551,018
Total Resources	\$1,755,780	\$2,250,597	\$2,254,894	\$2,805,912

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Streets:				
<u>Capital - Bldgs & Improv.</u>				
Future Capital Projects	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$1,755,780	\$2,250,597	\$2,254,894	\$2,805,912

WOODWAY, TEXAS

**2018-2019
ARBORETUM CONSTRUCTION FUND
- 308 -**

The Arboretum Construction Fund accounts for major capital/construction expenditures at the Carleen Bright Arboretum. Expenditures are funded mainly from donations and internal transfers.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$382,654	\$187,150	\$187,150	\$170,786
Revenues				
Interest Income	1,867	1,500	2,094	2,000
Sponsorships/Donations	0	0	0	0
Event Sponsorships	0	0	0	0
Designated Memorials/Honorariums	32,223	15,000	48,547	40,000
Arboretum Memberships	6,200	5,500	5,903	6,000
Transfer from General Capital Projects Fund	0	0	0	0
Transfer from Tourism Fund	0	0	0	0
Bond Proceeds	0	0	0	0
	<u>\$40,290</u>	<u>\$22,000</u>	<u>\$56,544</u>	<u>\$48,000</u>
Total Resources	\$422,944	\$209,150	\$243,694	\$218,786

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
MISCELLANEOUS CAPITAL IMPROVEMENTS				
Pond Feasibility Study	0	20,000	24,000	0
Pavilion Improvements	0	0	0	10,000
Pavilion Backup Generator	68,900	0	0	0
Pavilion Exterior Paint & Stain	15,000	0	0	0
Resurface Parking Lot	13,860	0	0	0
Property at 1216 Wood Valley Drive	105,202	0	0	0
DESIGNATED MEMORIALS/HONORARIUMS	<u>32,832</u>	<u>5,000</u>	<u>48,908</u>	<u>40,000</u>
Total Expenditures	\$235,794	\$25,000	\$72,908	\$50,000
Ending Fund Balance	\$187,150	\$184,150	\$170,786	\$168,786
less Designated Fund Balance	<u>86,554</u>	<u>96,554</u>	<u>86,193</u>	<u>86,193</u>
Ending Undesignated Fund Balance	\$100,596	\$87,596	\$84,593	\$82,593

WOODWAY, TEXAS

2018-2019
DEVELOPMENT FUND
- 309 -

The Development Fund was created in FY 2001 to provide funds for both the Community Development Board and the Economic Development Board. Funds are provided as internal general and utility fund transfers.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$127,642	\$128,584	\$128,584	\$129,992
Revenues				
Interest Income	942	950	1,408	1,500
Transfer from General Fund	0	0	0	0
Transfer from Utility Fund	0	0	0	0
Transfer from Utility Projects Fund	0	0	0	0
	\$942	\$950	\$1,408	\$1,500
Total Resources	\$128,584	\$129,534	\$129,992	\$131,492

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Community Development:				
<u>Community Programs</u>				
Miscellaneous Board Initiatives	\$0	\$0	\$0	\$0
Economic Development:				
<u>Community Programs</u>				
Miscellaneous Board Initiatives	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$128,584	\$129,534	\$129,992	\$131,492

WOODWAY, TEXAS

2018-2019
 FAMILY CENTER CONSTRUCTION FUND
 - 310 -

The Family Center Construction Fund accounts for major capital/construction expenditures at the Woodway Family Center. Expenditures are funded mainly from donations and internal transfers.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$76,004	\$786,412	\$786,412	\$779,929
Revenues				
Interest Income	593	600	8,630	8,000
Sponsorships/Donations	1,863	2,000	1,728	2,000
Family Center Memberships	1,072	1,000	1,552	1,500
Event Sponsorships	6,880	5,000	5,607	6,000
Transfer from General Projects Fund	700,000	0	0	115,000
	<u>\$710,408</u>	<u>\$8,600</u>	<u>\$17,517</u>	<u>\$132,500</u>
Total Resources	\$786,412	\$795,012	\$803,929	\$912,429

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
MISCELLANEOUS CAPITAL IMPROVEMENTS				
Master Plan	0	20,000	24,000	0
Capital Improvements	0	0	0	115,000
	<u>\$0</u>	<u>\$20,000</u>	<u>\$24,000</u>	<u>\$115,000</u>
Total Expenditures	\$0	\$20,000	\$24,000	\$115,000
Ending Fund Balance	\$786,412	\$775,012	\$779,929	\$797,429

WOODWAY, TEXAS

2018-2019
LONG - TERM CAPITAL PROJECTS FUND
- 311 -

The Long-Term Capital Projects Fund was established in FY 2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements.
FY 2015 includes a 0.013 tax rate and FY 2016 includes an additional 0.002, for a total of 0.015.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$266,042	\$418,388	\$418,388	\$582,932
Revenues				
Ad Valorem Tax	148,265	160,772	157,371	174,173
Delinquent Ad Valorem Taxes	619	150	650	600
Interest and Penalties	627	600	493	500
Interest Income	2,835	2,500	6,030	7,000
	<u>\$152,346</u>	<u>\$164,022</u>	<u>\$164,544</u>	<u>\$182,273</u>
Total Resources	\$418,388	\$582,410	\$582,932	\$765,205

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Streets:				
<u>Capital - Bldgs & Improv.</u>				
Long-Term Capital Projects	0	0	0	0
Total Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Ending Fund Balance	<u>\$418,388</u>	<u>\$582,410</u>	<u>\$582,932</u>	<u>\$765,205</u>

UTILITY PROJECTS FUND

The Utility Projects Fund provides funding for a wide range of water and sewer projects. This fund was created in FY 1994-95 by transfer of funds from the consolidation of excess Utility and Reserve Funds. The major sources of revenue in this fund are both budgeted and surplus transfers from the Utility Fund and interest income.

Major Projects for FY 2019

Miscellaneous Pump/Well Repair (\$150,000)

This funding is set aside for needed repairs to keep the City's pump and well sites in good working order. In the past we set aside \$75,000 a year for repairs, but in recent years we increased that amount to \$100,000 due to increasing repair costs. For the last two years we increased it to \$150,000, which is the same amount budgeted for this year.

Water Master Plan Update (\$60,000)

The Water Master Plan the City currently has is from 2002. Updating the Water Master Plan will include the growth the City has experienced since the last plan was completed and identify future concerns with the water system. Updating the plan will also quantify any capital improvements needed with the water system to continue to provide adequate service to the community.

Acorn Storage Tank Rehabilitation (\$100,000)

During annual inspections, it was determined that the Acorn water storage tank was in need of repairs. The interior of the tank needs to be stripped, repaired, and repainted to insure it will be safe and useful for now and in the future.

Acorn Well Pump House (\$65,000)

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

Santa Fe Well Pump House (\$50,000)

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

Hwy 84 Well Pump House (\$200,000)

The Hwy 84 well site has an old pump house that houses the electrical and booster pump equipment in a small concrete block enclosure. This old design has multiple issues including exposure of electrical equipment to water leakage, overheating of newer electrical equipment, and safety as pumping equipment is maintained. A new building would have separate rooms to house the pumping equipment and electrical equipment, which would alleviate these problems.

Replace 2 Inch Water Lines With 6 Inch Water Lines (\$600,000)

Many older parts of the City have 2 inch water lines that have reached the end of their design life and are failing. City standards and the Texas Commission on Environmental Quality (TCEQ) regulations dictate that a 6 inch water line is the standard replacement size for these older lines. The City will continue replacing these old lines throughout the City over the next few years.

Bosque-Santa Fe Water Line (\$220,000)

The existing 12 inch PVC water line is currently in poor condition and part of it has been valved off for some time. This line provides a backup source of water to the Bosque water plant from the Santa Fe water plant as well as the Waco wholesale connections. Replacing this line will help with the long term water planning for the City.

Overall Impact on Operating Budget

Miscellaneous Pump/Well Repair

The pump and well repairs will extend the life of the City's pumps and wells and reduce future repair and maintenance costs. This will also ensure that the repairs are done in a timely manner to minimize the amount of water purchased during the repairs. This will significantly reduce the amount of water purchases in the operating budget.

Water Master Plan Update

Updating the Water Master Plan will include the growth the City has experienced since the last plan was completed and identify future concerns with the water system. Updating the plan will also quantify any capital improvements needed with the water system to continue to provide adequate service to the community. An adequate water system will have a tremendous impact on the future growth and stability of the City.

Acorn Storage Tank Rehabilitation

The interior of the tank needs to be stripped, repaired, and repainted to insure it will be safe and useful for now and in the future. This will extend the life of the storage tank and prevent more extensive repairs in the future. It would cost in excess of two million dollars to replace the tank, which makes it much more economical to keep the existing storage tank repaired and maintained. This will also significantly reduce the amount of water purchases in the operating budget, because it would take much longer to replace a tank as opposed to keeping it properly maintained.

Acorn Well Pump House

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

Santa Fe Well Pump House

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

Hwy 84 Well Pump House

The old design of the Hwy 84 well pump house has multiple issues including exposure of electrical equipment to water leakage, overheating of newer electrical equipment, and safety as pumping equipment is maintained. A new building with separate rooms to house the pumping equipment and electrical equipment would be safer for City employees to maintain, and would significantly reduce the repair costs associated with housing water and electrical equipment together in one building.

Replace 2 Inch Water Lines With 6 Inch Water Lines

Existing two inch water lines no longer meet the City standards and the Texas Commission on Environmental Quality (TCEQ) regulations. In addition to the lines being too small, they are in poor condition and require costly repairs. The new lines will provide more consistent pressure and volume, and will also save time and money associated with constantly digging up and repairing the existing lines.

Bosque-Santa Fe Water Line

This line provides a backup source of water to the Bosque water plant from the Santa Fe water plant as well as the Waco wholesale connections. Replacing this line will help with the long term water planning for the City. This would also give the City more options for transferring water from one well site to another, thus saving the City money associated with buying water.

WOODWAY, TEXAS

**2018-2019
UTILITY PROJECTS FUND
- 504 -**

The Utility Projects Fund provides funding for non-routine utility projects. These projects are typically significant in cost. The projects are funded through year-end excess transfers from the Utility Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$27,434	(\$36,987)	(\$36,987)	\$170,774
Revenues				
Interest Income	17	0	0	0
Miscellaneous Income	0	0	0	0
Transfer from Utility Fund	600,000	0	600,000	0
Transfer from General Fund	0	0	0	0
	<u>\$600,017</u>	<u>\$0</u>	<u>\$600,000</u>	<u>\$0</u>
Total Resources	\$627,451	(\$36,987)	\$563,013	\$170,774

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Services:				
<u>Capital - Water Pumps/Wells</u>				
50418 - Miscellaneous Pump/Well Repair	108,214	150,000	0	150,000
50435 - Pressure Tank Rehab (84 & Tater Hill)	11,290	0	0	0
50436 - Tater Hill Storage Tank Rehab	0	0	0	0
50437 - Water Master Plan Update	0	0	0	60,000
50438 - Hwy 84 Storage Tank Rehab	104,623	300,000	387,416	0
50442 - Acorn Storage Tank Rehab	0	80,000	0	100,000
50417 - Acorn Well Pump House	0	0	0	65,000
50417 - Santa Fe Well Pump House	0	0	0	50,000
50417 - Hwy 84 Well Pump House	0	0	0	200,000
<u>Capital - Water Mainlines</u>				
50439 - Replace Brentwood Circle Water Line	163,461	0	0	0
50440 - Replace 2" Water Line With 6" Water Line	0	400,000	0	600,000
50443 - Bosque-Santa Fe Water Line	0	0	0	220,000
Sewer Services:				
<u>Capital - Sewer Mainlines</u>				
50404 - Atlas Drive Sewer Line	191,406	0	0	0
50434 - Fairway Interceptor Inspection/Evaluation	70,441	0	4,823	0
50441 - Sewer Main Relocation	0	150,000	0	0
<u>Capital - Sewer Treatment System</u>				
51101 - WMARSS Improvements	15,003	0	0	0
Total Expenditures	\$664,438	\$1,080,000	\$392,239	\$1,445,000

Ending Fund Balance	(\$36,987)	(\$1,116,987)	\$170,774	(\$1,274,226)
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WOODWAY, TEXAS

2018-2019
 UTILITY IMPACT IMPROVEMENTS
 - 507 -

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

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$37,806	\$37,806	\$37,806	\$37,806
Revenues				
Impact Fees - Water	0	0	0	0
Impact Fees - Wastewater	0	0	0	0
	\$0	\$0	\$0	\$0
Total Resources	\$37,806	\$37,806	\$37,806	\$37,806

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water	\$0	\$0	\$0	\$0
Wastewater	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$37,806	\$37,806	\$37,806	\$37,806

WOODWAY, TEXAS

2018-2019
2016 UTILITY IMPROVEMENT FUND
- 513 -

The 2016 Utility Improvements Fund was created to account for the proceeds and expenditures of Certificates of Obligation issued in FY 2016. The proceeds are earmarked for utility improvements.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$3,705,701	\$3,733,925	\$3,733,925	\$1,240,695
Revenues				
Interest Income	28,224	20,000	29,087	10,000
Bond Proceeds	0	0	0	0
	<u>\$28,224</u>	<u>\$20,000</u>	<u>\$29,087</u>	<u>\$10,000</u>
Total Resources	\$3,733,925	\$3,753,925	\$3,763,012	\$1,250,695

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Services:				
<u>Capital - Water Mainlines</u>				
McGregor Water Line	0	1,500,000	0	1,200,000
Sewer Services:				
<u>Capital - Sewer Treatment System</u>				
WMARSS Improvements	0	2,200,000	2,522,317	0
	<u>\$0</u>	<u>\$3,700,000</u>	<u>\$2,522,317</u>	<u>\$1,200,000</u>
Total Expenditures	\$0	\$3,700,000	\$2,522,317	\$1,200,000
Ending Fund Balance	\$3,733,925	\$53,925	\$1,240,695	\$50,695

WOODWAY, TEXAS

**2018-2019
2017 UTILITY IMPROVEMENT FUND
- 514 -**

The 2017 Utility Improvements Fund was created to account for the proceeds and expenditures of Certificates of Obligation issued in FY 2018. The proceeds are earmarked for utility improvements.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$0	\$0	\$0	\$9,118,828
Revenues				
Interest Income	0	0	118,828	120,000
Bond Proceeds	0	0	9,500,000	0
	\$0	\$0	\$9,618,828	\$120,000
Total Resources	\$0	\$0	\$9,618,828	\$9,238,828

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Sewer Services:				
<u>Capital - Sewer Mainlines</u>				
West Fairway Road Waste Water Interceptor	0	0	500,000	7,700,000
Total Expenditures	\$0	\$0	\$500,000	\$7,700,000
Ending Fund Balance	\$0	\$0	\$9,118,828	\$1,538,828



OTHER FUNDS



TOURISM FUND

The purpose of this fund is to account for resources generated from the local hotel occupancy tax. State law restricts use of the revenue generated from this 7% tax for specific purposes related to tourism. Specifically, use is limited to the following:

- Category A: The acquisition of sites for the construction, improvement, enlarging, equipping, repairing, operation and maintenance of convention center facilities or visitor information center, or both;
- Category B: The furnishing of facilities, personnel and materials for the registration of convention delegates or registrants;
- Category C: Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the city or its vicinity;
- Category D: The encouragement, promotion, improvement and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, television, radio, tape and sound recording, and other arts related to the presentation, performance, execution and exhibition of these major art forms; and
- Category E: Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums:
 - (1) at or in the immediate vicinity of convention center facilities or visitor information centers, or
 - (2) located elsewhere in the city or its vicinity that would be frequented by tourists and convention delegates.

At least that portion of the hotel occupancy tax equal to one percent (1%) of the consideration paid by an occupant of hotel rooms shall be allocated for the purposes specified in subsection C. The portion of the hotel occupancy tax revenue allocated by the city for the purposes provided in subsection A above may not exceed seventy-five percent (75%) of the total of such tax revenue. No more than one percent (1%) of the consideration paid by an occupant of hotel rooms may be used for purposes specified in subsection D above. If the city does not allocate any hotel occupancy tax revenues for the purposes provided in subsection A above, then the city may not allocate more than fifty percent (50%) of the hotel occupancy tax revenues for the purposes provided by subsection E above.

WOODWAY, TEXAS

**2018-2019
TOURISM FUND
- 200 -**

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

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$744,230	\$1,064,520	\$1,064,520	\$1,403,688
Revenues				
Hotel Occupancy Tax	680,495	600,000	700,000	700,000
Interest Income	6,946	6,000	13,722	14,000
Miscellaneous Income	0	0	0	0
	<u>\$687,441</u>	<u>\$606,000</u>	<u>\$713,722</u>	<u>\$714,000</u>
Total Resources	\$1,431,671	\$1,670,520	\$1,778,242	\$2,117,688

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Category A: Visitor Information Center				
Principal	\$75,000	\$80,000	\$80,000	\$806,335
Interest	55,700	54,200	54,200	24,200
Paying Agent Fees	0	300	300	300
Transfer to General Fund for Visitor Center O&M	170,131	208,635	140,054	217,660
Transfer to CBA Construction Fund for Improvements	0	0	0	0
Category B: Conventions				
Conference Sponsorships	0	0	0	0
Category C: Tourism Advertising & Promotions				
Sports Commission	0	0	0	0
Arboretum Marketing Brochure	0	0	0	0
Tourist Promotions (Festivals, etc.)	0	0	0	0
Tourist Advertising (Ads, Billboards, etc.)	66,320	85,714	100,000	100,000
Category D: Arts Organizations and Programs				
Art Exhibition (Outdoor Sculptures, etc.)	0	0	0	0
	<u>\$367,151</u>	<u>\$428,849</u>	<u>\$374,554</u>	<u>\$1,148,495</u>
Total Expenditures	\$367,151	\$428,849	\$374,554	\$1,148,495
Ending Fund Balance	\$1,064,520	\$1,241,671	\$1,403,688	\$969,193

WOODWAY, TEXAS

TOURISM FUND SCHEDULE OF BONDS OUTSTANDING

GENERAL OBLIGATION ISSUE/NOTE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/2018	2018-2019 PRINCIPAL DUE	2018-2019 INTEREST DUE	2018-2019 TOTAL DUE
C.O. 2011	\$1,815,000	2.00% - 4.00%	2031	\$1,315,000	\$80,000	\$51,800	\$131,800
TOTAL ALL ISSUES				\$1,315,000	\$80,000	\$51,800	\$131,800

SPECIAL REVENUE CERTIFICATES OF OBLIGATION DEBT SERVICE SCHEDULE

DATE	2011 SERIES FISCAL TOTALS		FISCAL GRAND TOTALS		
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL
2018-2019	80,000	51,800	80,000	51,800	131,800
2019-2020	80,000	49,400	80,000	49,400	129,400
2020-2021	85,000	46,200	85,000	46,200	131,200
2021-2022	90,000	42,800	90,000	42,800	132,800
2022-2023	95,000	39,200	95,000	39,200	134,200
2023-2024	95,000	35,400	95,000	35,400	130,400
2024-2025	100,000	31,600	100,000	31,600	131,600
2025-2026	105,000	27,600	105,000	27,600	132,600
2026-2027	110,000	23,400	110,000	23,400	133,400
2027-2028	115,000	19,000	115,000	19,000	134,000
2028-2029	115,000	14,400	115,000	14,400	129,400
2029-2030	120,000	9,800	120,000	9,800	129,800
2030-2031	125,000	5,000	125,000	5,000	130,000
TOTAL	\$1,315,000	\$395,600	\$1,315,000	\$395,600	\$1,710,600

EQUIPMENT REPLACEMENT FUND

The objectives of this fund are:

1. To provide the necessary cash to replace equipment as it becomes obsolete or worn out and at the same time minimize the year to year budgetary impact of equipment purchases.
2. To provide a means, other than short term borrowing, to purchase additional equipment; and at the same time minimize the year to year budgetary impact of such new acquisitions.

How the fund functions:

Rather than budget for equipment purchases in each department, each department pays a calculated amount into the equipment replacement fund on a yearly basis. This amount is budgeted in each department's operating budget as a transfer to equipment replacement. Equipment purchases are then budgeted in the Equipment Replacement Fund.

Items Available for Replacement

<u>Department</u>	<u>Description</u>	<u>Final Pmt (Year)</u>	<u>Total Payment</u>	<u>Replacement Year</u>
Public Safety	Mobile Laptop Computers (15)	2018	34,000	
Public Safety	Phone Recorder System	2018	18,500	2019
Public Safety	Mobile Computers (4)	2018	20,500	
Public Safety	Administrative Vehicle	2018	41,000	2019
Public Safety	Patrol Vehicles (3)	2018	107,200	2019
Public Safety	IPAD Mobile Conversion (10)	2018	6,000	
Streets	Utility Trailer	2018	3,000	
Parks	Riding Mower	2018	7,000	2019
Water	3/4 Ton Utility Body Truck	2018	21,000	
Sewer	Backhoe	2018	57,000	
Sewer	Sewer Camera System	2018	69,000	

WOODWAY, TEXAS

2018-2019 GENERAL EQUIPMENT REPLACEMENT FUND - 103 -

The equipment replacement fund is used to purchase capital items which are replaced on a routine basis. The fund is reimbursed by the appropriate operating fund in annual repayments over the life of the item.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$979,465	\$979,485	\$979,485	\$1,216,334
Revenues				
Interest Income - GF	7,052	6,500	10,623	10,000
Donations/Sponsorships	20,691	0	20,591	0
Transfer from General Fund	417,700	491,500	491,500	415,400
Proceeds for Sale of Fixed Assets - GF	34,431	0	42,020	0
	\$479,874	\$498,000	\$564,734	\$425,400
Total Resources	\$1,459,339	\$1,477,485	\$1,544,219	\$1,641,734

		Original Cost	Age	Life	Transfer
GENERAL FUND					
City Wide Computer System	Non-Departmental	194,814	3	10	19,500
Back-up Pumper Truck	Public Safety	148,218	20	25	11,900
Fire Truck	Public Safety	797,979	14	20	39,900
Simunitions Training Equipment	Public Safety	7,884	10	10	800
Digital Radio Conversion	Public Safety	97,842	9	15	6,500
Fire Truck (Rescue Unit)	Public Safety	298,038	8	15	19,900
Portable Radios (2)	Public Safety	3,333	7	10	300
AR15 Rifles (8)	Public Safety	10,400	6	7	1,500
In-Car Video Cameras (3)	Public Safety	11,777	5	5	2,400
Mobile Computers	Public Safety	15,000	5	5	3,000
Training Grounds Target System	Public Safety	16,533	5	10	1,700
Glock 22 .40 Caliber Handguns	Public Safety	15,500	5	7	2,200
SCBA Air Compressor	Public Safety	29,260	5	20	1,500
SCBA Air Cylinders	Public Safety	5,100	5	15	300
Administrative Vehicle	Public Safety	47,032	5	5	9,400
Grass Fire Truck	Public Safety	145,748	5	20	7,300
Search Drug K-9	Public Safety	11,610	4	10	1,200
Administrative Vehicles (2)	Public Safety	95,574	4	5	19,100
Patrol Vehicles (3)	Public Safety	121,579	4	4	30,400
Animal Control Vehicle	Public Safety	29,648	4	5	5,900
All Terrain Vehicle	Public Safety	11,759	4	10	1,200
Dispatch Consoles (2)	Public Safety	29,734	3	10	3,000
Administrative Vehicle	Public Safety	57,434	3	5	11,500
Patrol Vehicles (4)	Public Safety	151,172	3	4	37,800
Ballistic Helmets (18)	Public Safety	5,400	2	10	500
Administrative Vehicles (2)	Public Safety	89,268	2	5	17,900
Patrol Vehicles (3)	Public Safety	149,925	2	4	37,500
Bullet Proof Vests (18)	Public Safety	9,056	1	5	1,800
Surveillance Equipment	Public Safety	10,032	1	10	1,000
Hostage Negotiations Equipment	Public Safety	21,090	1	10	2,100
Patrol & Administrative Vehicles (5)	Public Safety	268,600	1	4	67,200
Backhoe	Streets	51,961	8	15	3,500
Heated Emulsion Compartment	Streets	9,550	6	10	1,000
Street Cutter	Streets	5,530	4	10	600
Small Tractor	Streets	29,734	3	15	2,000
3/4 Ton Pickup Truck	Streets	25,759	3	5	5,200
Dump Truck	Streets	96,000	3	15	6,400
Brush Chipper	Streets	35,693	2	15	2,400
Dump Truck	Streets	73,437	2	15	4,900
Shredder	Parks	10,675	10	15	700
Tractor	Parks	15,134	10	10	1,500
Playground Equip-Water Fountain	Parks	2,542	8	10	300
Playground Equip-Bridges (2)	Parks	5,500	7	10	600
Poage Park Gazebo	Parks	8,498	6	15	600
Playground Equip-Water Fountains (2)	Parks	5,680	4	10	600
Playground Equip-Poage Base	Parks	13,671	4	20	700
Riding Mower	Parks	8,540	3	5	1,700
Playground Equip-Miscellaneous	Parks	78,163	2	10	7,800
Playground Equip-Merry-Go-Round (1)	Parks	7,107	1	15	500
Fuel Tracking System	Public Buildings	7,696	3	10	800
1 1/2 Ton Pickup	Admin Inspections	22,607	2	5	4,500
Utility Vehicle	Arboretum	11,282	9	10	1,100
Utility Vehicle (1)	Arboretum	12,000	1	10	1,200
Marquee	Family Center	1,160	9	10	100
Gym Floor Maintenance Machine	Family Center	4,895	9	10	500
Total General Fund					415,400

WOODWAY, TEXAS

**2018-2019
GENERAL EQUIPMENT REPLACEMENT FUND
- 103 -**

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Administration:				
Capital - Vehicles				
20101 - Administrative Vehicle (1)	0	0	0	55,000
Non-Departmental				
Capital - Office FF&E				
20197 - City Wide Computer System	13,713	0	0	0
Public Safety:				
Capital - Machinery & Equip				
20122 - Bullet Proof Vests	0	45,000	9,056	0
20157 - Dispatch Recorder System (1)	0	0	0	25,931
20180 - Surveillance Equipment (1)	0	0	10,032	35,000
20184 - Dual Band Radios (20)	0	0	0	120,000
20210 - Ballistic Helmets	5,400	0	0	0
20211 - Hostage Negotiations Equipment	0	28,000	21,090	0
Capital - Vehicles				
20101 - Administrative Vehicles	89,268	0	0	0
20102 - Patrol Vehicles	149,925	0	0	0
20102 - Patrol & Administrative Vehicles (3)	0	271,000	268,600	150,000
20143 - Fire Truck (1)	0	150,000	0	300,000
Streets:				
Capital - Machinery & Equip				
20209 - Brush Chipper	35,693	0	0	0
Capital - Vehicles				
20109 - 3/4 Ton Pickup Truck (1)	0	0	0	35,000
20201 - Dump Truck	73,437	0	0	0
Parks:				
Capital - Machinery & Equip				
20117 - Riding Mower (1)	0	0	0	9,300
20146 - Playground Equip-Miscellaneous (1)	82,710	100,000	0	8,400
20146 - Playground Equip-Merry-Go-Round	0	15,000	7,107	0
20146 - Water Fountains (2)	0	0	0	9,800
Capital - Vehicles				
20110 - 3/4 Ton Pickup Truck (1)	0	0	0	35,000
Public Buildings:				
Capital - Machinery & Equip				
20207 - Fuel Tracking System	7,101	0	0	0
20212 - Ice Machine (1)	0	0	0	5,300
Administration/Inspections:				
Capital - Vehicles				
20126 - 1/2 Ton Pickup	22,607	0	0	0
Carleen Bright Arboretum:				
Capital - Machinery & Equip				
20118 - Utility Vehicle	0	12,000	12,000	0
Total Expenditures	\$479,854	\$621,000	\$327,885	\$788,731
Ending Fund Balance	\$979,485	\$856,485	\$1,216,334	\$853,003

WOODWAY, TEXAS

**2018-2019
UTILITY EQUIPMENT REPLACEMENT FUND
- 503 -**

The equipment replacement fund is used to purchase capital items which are replaced on a routine basis. The fund is reimbursed by the appropriate operating fund in annual repayments over the life of the item.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$360,537	\$185,325	\$185,325	\$239,533
Revenues				
Interest Income - UF	1,388	2,000	2,393	2,500
Transfer from Utility Fund	137,100	172,700	172,700	167,800
Proceeds for Sale of Fixed Assets - UF	51,000	0	0	0
	\$189,488	\$174,700	\$175,093	\$170,300
Total Resources	\$550,025	\$360,025	\$360,418	\$409,833

		Original Cost	Age	Life	Transfer
UTILITY FUND					
Valve Machine	Water	66,192	8	10	6,600
Tapping Machine & Accessories	Water	3,159	7	10	300
Chemical Injection System	Water	35,690	7	15	2,400
Chemical Injection System	Water	16,396	6	15	1,100
Chemical Injection System	Water	27,576	5	15	1,800
Chemical Injection System	Water	32,397	4	15	2,200
Tater Hill Well Repairs	Water	273,714	4	10	27,400
Chemical Injection System	Water	30,000	3	15	2,000
3/4 Ton Utility Body Trucks (2)	Water	63,085	3	5	12,600
3/4 Ton Truck (1/2)	Water	17,815	2	5	3,600
Portable Generator & Connections	Sewer	86,800	9	10	8,700
Harbor Stationary Generator	Sewer	39,000	9	10	3,900
Pipeline Inclinator System	Sewer	5,740	9	10	600
Stationary Lift Station Generator	Sewer	22,100	8	15	1,500
Stationary Lift Station Generator	Sewer	23,650	7	15	1,600
Stationary Lift Station Generator	Sewer	20,900	6	15	1,400
Stationary Lift Station Generator	Sewer	28,500	5	15	1,900
SCADA System	Sewer	42,500	5	20	2,100
Stationary Lift Station Generator	Sewer	43,420	4	15	2,900
Stationary Lift Station Generator	Sewer	27,100	3	15	1,800
Rodder & Vacuum Truck	Sewer	330,000	3	10	33,000
3/4 Ton Truck (1/2)	Sewer	17,815	2	5	3,600
Rodder & Vacuum Truck	Sewer	329,070	2	10	32,900
Compact Excavator	Sewer	41,000	1	15	2,700
Sewer Camera	Sewer	13,500	1	7	1,900
Stationary Lift Station Generator	Sewer	40,000	1	10	4,000
SCADA Systems (3)	Sewer	32,500	1	10	3,300
Total Utility Fund					167,800

WOODWAY, TEXAS
2018-2019
UTILITY EQUIPMENT REPLACEMENT FUND
- 503 -

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Water Services:				
<u>Capital - Machinery & Equipment</u>				
20127 - Backhoe (1)	0	0	0	83,257
20192 - Tapping Machine (1)	0	0	0	4,300
20213 - Riding Mower (1)	0	0	0	9,300
20214 - Chlorine Scales (1)	0	0	0	16,000
20215 - Fire Hydrant Meter (1)	0	0	0	4,400
20216 - Jackhammer (1)	0	0	0	8,000
<u>Capital - Vehicles</u>				
20103 - 3/4 Ton Truck	17,815	0	0	0
Sewer Services:				
<u>Capital - Machinery & Equipment</u>				
20147 - Compact Excavator	0	41,000	37,225	0
20159 - Sewer Camera	0	13,500	12,750	0
20189 - Stationary Lift Station Generator (1)	0	40,000	32,910	40,000
20202 - SCADA Systems (3)	0	32,500	38,000	45,200
<u>Capital - Vehicles</u>				
20105 - 3/4 Ton Truck (1)	17,815	0	0	35,000
20158 - Rodder & Vacuum Truck	329,070	0	0	0
Total Expenditures	\$364,700	\$127,000	\$120,885	\$245,457
Ending Fund Balance	\$185,325	\$233,025	\$239,533	\$164,376

WOODWAY, TEXAS

2018-2019
UNCLAIMED MONEY FUND
- 203 -

The Unclaimed Money Fund accounts for all unclaimed funds (such as utility account credit balances) as mandated by Chapter 76 of the Texas Property Code.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$171	\$171	\$171	\$171
Revenues				
Unclaimed Property	0	0	0	0
	\$0	\$0	\$0	\$0
Total Resources	\$171	\$171	\$171	\$171

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Non-Departmental:				
Newspaper Notices	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$171	\$171	\$171	\$171

WOODWAY, TEXAS

2018-2019
DRUG SEIZURE/FORFEITURE FUND

- 210 -

The Drug/Seizure Forfeiture Fund tracks all funds seized by the Public Safety department in conjunction with drug activity. Use of forfeited funds is restricted to expenditures related to drug prevention. Prior to FY 2000, these funds were included in the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$29,609	\$26,352	\$26,352	\$26,522
Revenues				
Interest Income	203	175	287	300
Drug Forfeitures	1,354	0	0	0
Transfer from General Fund	0	0	0	0
	\$1,557	\$175	\$287	\$300
Total Resources	\$31,166	\$26,527	\$26,639	\$26,822

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Public Safety:				
Uniform Service	\$0	\$0	\$0	\$0
Minor Tools & Equipment	4,814	0	117	0
Machinery & Equipment	0	0	0	0
Total Expenditures	\$4,814	\$0	\$117	\$0
Ending Fund Balance	\$26,352	\$26,527	\$26,522	\$26,822

WOODWAY, TEXAS

2018-2019

LAW ENFORCEMENT OFFICER CONTINUING EDUCATION

- 211 -

The Law Enforcement Officer Continuing Education Fund is a restricted fund by the State of Texas for the continued education of public safety personnel. Funding is provided directly from the state as collected with fines. Prior to FY 2000, these funds were included in the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$190	\$81	\$81	\$608
Revenues				
Law Enforcement Officers Continuing Educ.	2,449	2,300	2,951	2,700
Interest Income	12	25	25	25
Transfer from General Fund	0	0	0	0
	<u>\$2,461</u>	<u>\$2,325</u>	<u>\$2,976</u>	<u>\$2,725</u>
Total Resources	\$2,651	\$2,406	\$3,057	\$3,333

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Public Safety:				
Schools/Conferences	\$2,570	\$2,400	\$2,449	\$3,000
Total Expenditures	<u>\$2,570</u>	<u>\$2,400</u>	<u>\$2,449</u>	<u>\$3,000</u>
Ending Fund Balance	<u>\$81</u>	<u>\$6</u>	<u>\$608</u>	<u>\$333</u>

WOODWAY, TEXAS

2018-2019
MUNICIPAL COURT BUILDING SECURITY FUND
- 212 -

The Municipal Court Building Security Fund is a restricted fund for the purpose of improving security in Municipal Court buildings. Funds are provided through a special assessment with fines for violations. Prior to FY 2000, these funds were included in the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$53,532	\$58,477	\$58,477	\$64,406
Revenues				
Municipal Court Building Security	4,531	5,000	5,263	5,000
Interest Income	414	400	666	700
Transfer from General Fund	0	0	0	0
	\$4,945	\$5,400	\$5,929	\$5,700
Total Resources	\$58,477	\$63,877	\$64,406	\$70,106

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Municipal Court:				
Minor Tools & Equipment	\$0	\$0	\$0	\$0
Capital - Buildings & Improvements	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$58,477	\$63,877	\$64,406	\$70,106

WOODWAY, TEXAS

2018-2019
MUNICIPAL COURT TECHNOLOGY FUND

- 213 -

The Municipal Court Technology Fund is a restricted fund for the purpose of improving municipal court systems via technology. Funds are provided through a special assessment with fines for violations. Prior to FY 2000, these funds were included in the General Fund.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$43,997	\$50,216	\$50,216	\$26,519
Revenues				
Municipal Court Technology Fee	5,871	6,250	7,017	7,000
Interest Income	348	350	500	300
Transfer from General Fund	0	0	0	0
	\$6,219	\$6,600	\$7,517	\$7,300
Total Resources	\$50,216	\$56,816	\$57,733	\$33,819

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Municipal Court:				
Capital - Machinery & Equipment	\$0	\$32,000	\$31,214	\$0
Capital - Office Equipment	0	0	0	0
Total Expenditures	\$0	\$32,000	\$31,214	\$0
Ending Fund Balance	\$50,216	\$24,816	\$26,519	\$33,819

WOODWAY, TEXAS

2018-2019
MUNICIPAL COURT CHILD SAFETY FUND
- 214 -

The Municipal Court Child Safety Fund is a restricted fund for the purpose of enhancing child safety, health, or nutrition. The fund is also used for child abuse prevention and intervention and drug and alcohol abuse prevention. Funds are provided from court fees assessed for the offense of passing a school bus loading or unloading.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$31,943	\$43,821	\$43,821	\$55,467
Revenues				
Child Safety Fund	11,584	11,000	11,062	11,000
Interest Income	294	250	584	600
Transfer from General Fund	0	0	0	0
	<u>\$11,878</u>	<u>\$11,250</u>	<u>\$11,646</u>	<u>\$11,600</u>
Total Resources	\$43,821	\$55,071	\$55,467	\$67,067

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Municipal Court:				
Community Programs	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$43,821	\$55,071	\$55,467	\$67,067

WOODWAY, TEXAS

2018-2019
ASSET FORFEITURE FUND
- 215 -

The Asset Forfeiture Fund was set up in FY 2006 to track all funds received from the sale of seized assets.
Use of forfeited funds is restricted to expenditures related to Public Safety.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$6,277	\$6,324	\$6,324	\$12,576
Revenues				
Interest Income	47	50	69	75
Asset Forfeitures	0	0	6,183	0
Transfer from General Fund	0	0	0	0
	\$47	\$50	\$6,252	\$75
Total Resources	\$6,324	\$6,374	\$12,576	\$12,651

EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Public Safety:				
Uniform Service	\$0	\$0	\$0	\$0
Minor Tools & Equipment	0	0	0	0
Machinery & Equipment	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$6,324	\$6,374	\$12,576	\$12,651

WOODWAY, TEXAS

**2018-2019
GENERAL EMERGENCY RESERVE FUND
- 101 -**

The General Emergency Reserve Fund is maintained at all times with a Fund Balance of \$150,000 to be used only in an emergency situation designated by City Council. \$100,000 was added in FY 2019.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$150,000	\$150,000	\$150,000	\$150,000
Revenues				
Transfers from General Fund	0	0	0	100,000
	\$0	\$0	\$0	\$100,000
Total Resources	\$150,000	\$150,000	\$150,000	\$250,000

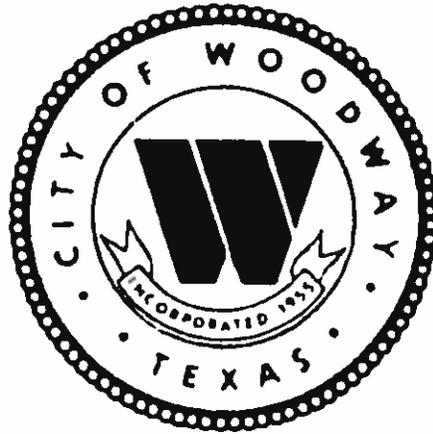
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Transfer to Capital Projects Fund	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$150,000	\$150,000	\$150,000	\$250,000

**2018-2019
UTILITY EMERGENCY RESERVE FUND
- 502 -**

The Utility Emergency Reserve Fund is maintained at all times with a Fund Balance of \$250,000 to be used only in an emergency situation designated by City Council.

REVENUES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Fund Balance	\$250,000	\$250,000	\$250,000	\$250,000
Revenues				
Transfers from Utility Fund	0	0	0	0
	\$0	\$0	\$0	\$0
Total Resources	\$250,000	\$250,000	\$250,000	\$250,000

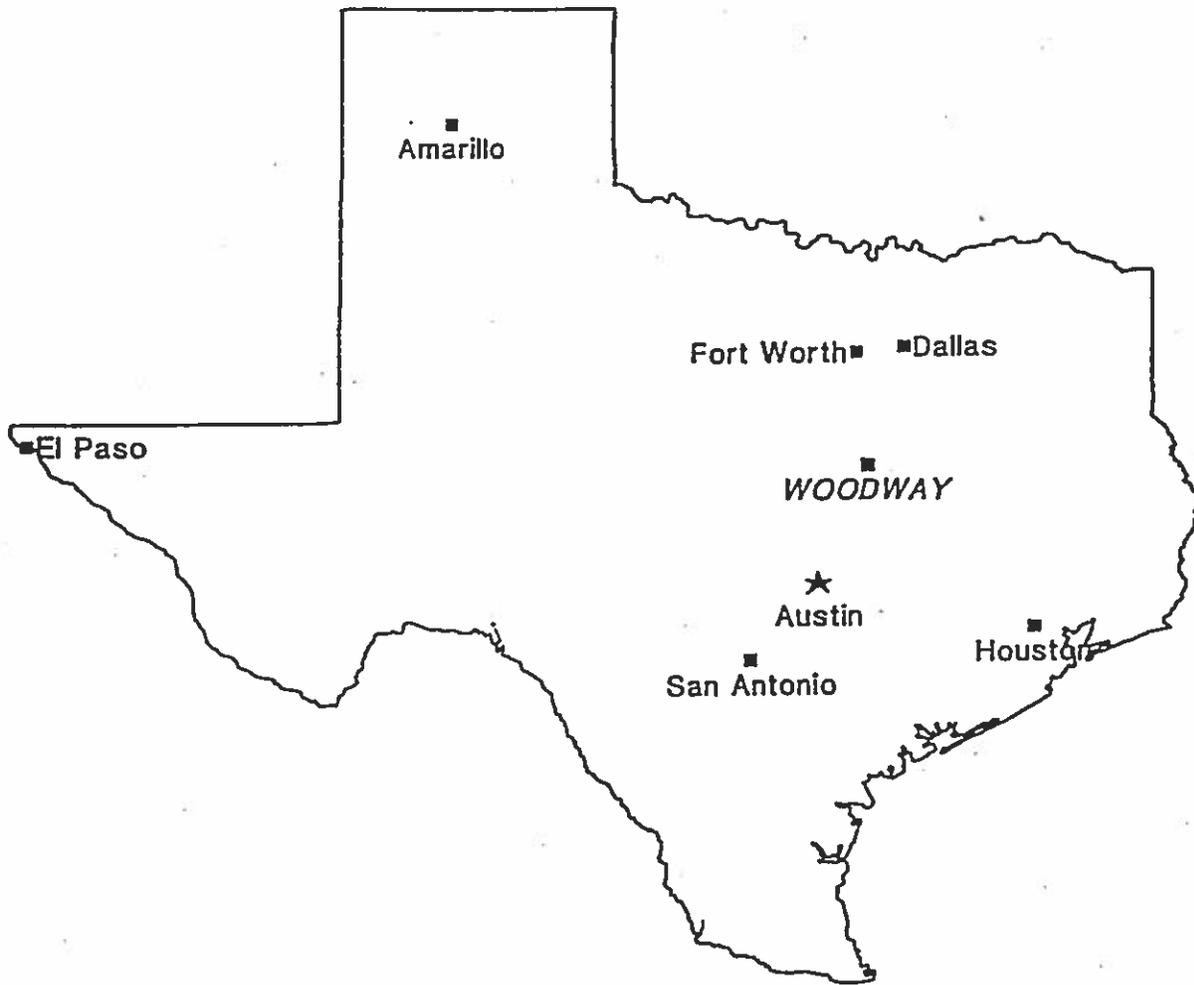
EXPENDITURES	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
Transfer to Utility Projects Fund	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$250,000	\$250,000	\$250,000	\$250,000



**STATISTICAL
INFORMATION**

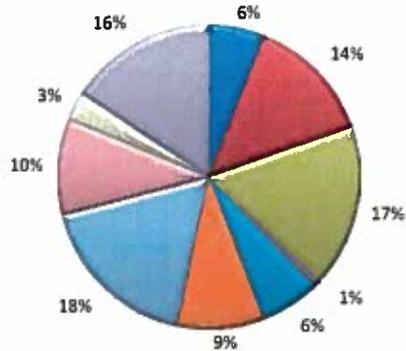


WOODWAY, TEXAS



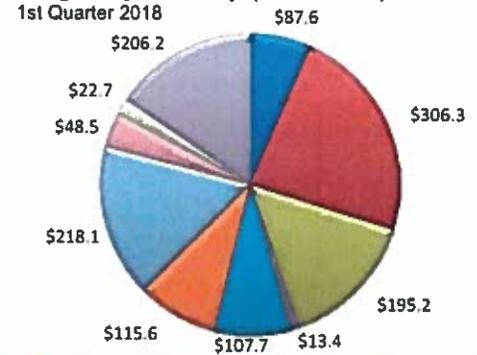
(Falls, McLennan)

Industry Composition



- Mining, Logging, and Construction
- Manufacturing
- Trade, Transportation and Utilities
- Information
- Financial Activities
- Professional and Business Services
- Education and Health Services
- Leisure and Hospitality
- Other Services
- Government

Wages by Industry (in millions)



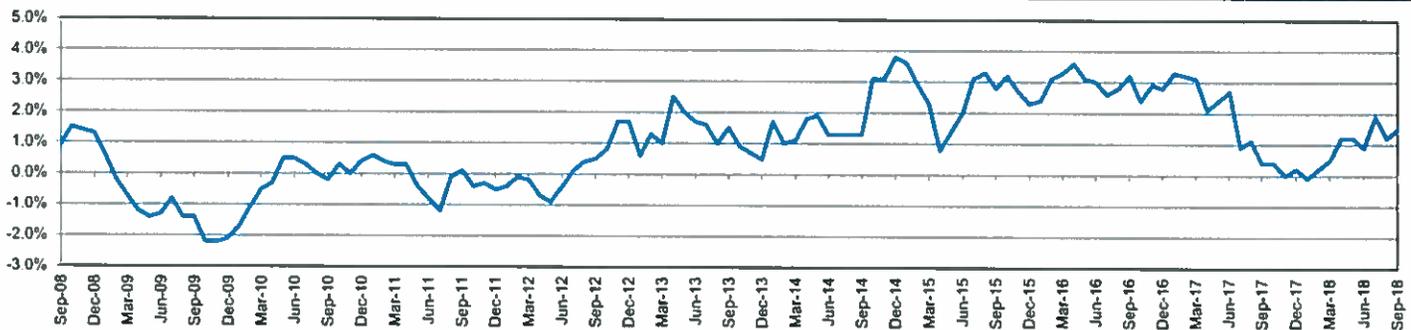
Employment by Industry

				Monthly Change		Annual Change	
	Sep-18	Aug-18	Sep-17	Actual	%	Actual	%
Total Nonfarm	122,300	122,200	120,500	100	0.1%	1,800	1.5%
Mining, Logging and Construction	7,400	7,500	7,200	-100	-1.3%	200	2.8%
Manufacturing	16,600	16,600	16,600	0	0.0%	0	0.0%
Trade, Transportation, and Utilities	21,200	21,000	20,700	200	1.0%	500	2.4%
Information	900	900	1,000	0	0.0%	-100	-10.0%
Financial Activities	7,800	7,800	7,600	0	0.0%	200	2.6%
Professional and Business Services	11,400	11,400	11,300	0	0.0%	100	0.9%
Education and Health Services	21,400	21,200	20,600	200	0.9%	800	3.9%
Leisure and Hospitality	12,500	12,600	12,400	-100	-0.8%	100	0.8%
Other Services	3,700	3,800	3,800	-100	-2.6%	-100	-2.6%
Government	19,400	19,400	19,300	0	0.0%	100	0.5%

Industry Size Class

Size Class	Employees per firm	Number of Firms	Employment in Size Class	% Total Employment
9	1000+	14	23,371	20.3%
8	500-999	15	9,613	8.4%
7	250-499	41	14,499	12.6%
6	100-249	136	20,362	17.7%
5	50-99	200	13,676	11.9%
4	20-49	483	14,837	12.9%
3	10-19	649	8,810	7.7%
2	5-9	868	5,706	5.0%
1	1-4	1,965	4,135	3.6%
0	0	407	0	0.0%
Total		4,778	115,009	100.0%

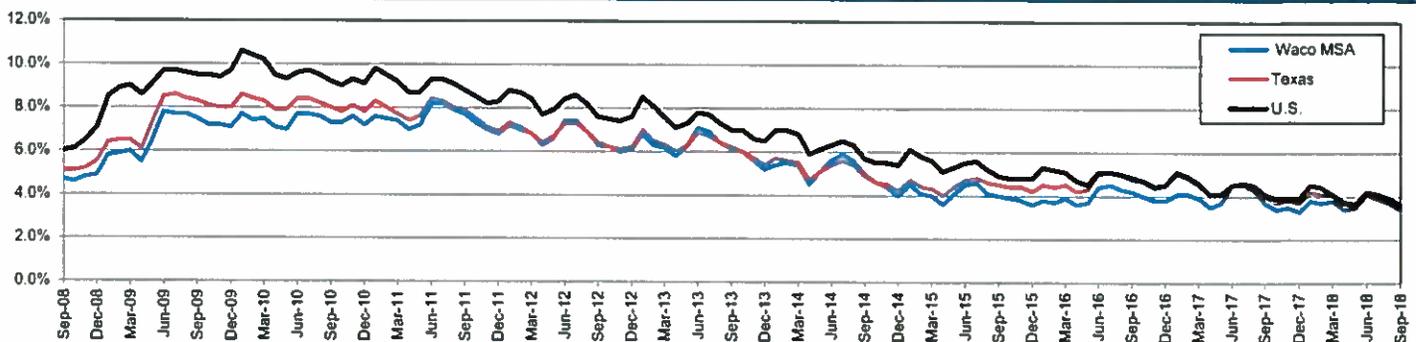
Annual Growth Rate for Total Nonagricultural Employment



Unemployment Information (all estimates in thousands)

	Waco MSA				Texas (Actual)				United States (Actual)			
	C.L.F.	Emp.	Unemp.	Rate	C.L.F.	Emp.	Unemp.	Rate	C.L.F.	Emp.	Unemp.	Rate
Sep-18	125.5	121.2	4.3	3.4	13,802.3	13,285.7	516.6	3.7	161,958.0	156,191.0	5,766.0	3.6
Aug-18	125.3	120.8	4.6	3.7	13,750.1	13,210.7	539.4	3.9	161,909.0	155,539.0	6,370.0	3.9
Sep-17	125.4	120.8	4.6	3.7	13,619.5	13,070.6	548.8	4.0	161,049.0	154,494.0	6,556.0	4.1

Historical Unemployment Rates



WOODWAY, TEXAS

**CITY OF WOODWAY
POPULATION DEMOGRAPHICS - 2010**

Texas McLennan Co Woodway

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

Sex			
Male	50%	49%	48%
Female	50%	51%	52%

Race			
White	46%	60%	87%
Black or African American	11%	14%	3%
Hispanic or Latino	38%	24%	7%
American Indian and Alaska Native	0%	0%	0%
Asian	4%	1%	2%
Native Hawaiian and Other Pacific Islander	0%	0%	0%
Other	1%	1%	1%

Source: 2010 Census of U.S. Census Bureau

WOODWAY, TEXAS

PROFILE CITY OF WOODWAY

The City of Woodway is a political subdivision and municipal corporation of the State, duly organized and existing under the laws of Texas as set out in the City's Home Rule Charter. The City was incorporated in 1955, and adopted its Home Rule Charter in 1973. The City operates under a Council/Manager form of government with a City Council comprised of the Mayor and six Councilmembers. The Mayor is elected from and by the City Council on an annual basis.

Woodway is a residential suburb of Waco, located in a wooded, rolling hill area adjacent to Waco's southwestern boundary and Lake Waco. Woodway is approximately bounded by U. S. Highway 84, Texas Highway 6, and Lake Waco. The 2010 census reflected a population of 8,452; however, city officials believe the population to be approximately 9,000.

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

Public education in Woodway is provided by the Midway Independent School District and the Waco Independent School District. Higher education is provided in the county by Baylor University, McLennan County Community College, and Texas State Technical College. Combined enrollment of the three higher educational institutions is approximately 30,000.

KEY PUBLIC OFFICIALS

<u>Office</u>	<u>Incumbent</u>	<u>Length of Service</u>	<u>Term Expires</u>
Mayor	Bob Howard	6 Years	May, 2020
Councilmembers	Donald J. Baker	27 Years	May, 2019
	Jane Kittner	23 Years	May, 2019
	Scott A. Giddings	9 Years	May, 2019
	Barbara Grandy	7 Years	May, 2020
	Vic Sober	5 Months	May, 2021
	Keven Kehlenbach	5 Months	May, 2021
Interim City Manager	John Hatchel	6 Months	N/A

WOODWAY, TEXAS

**CITY OF WOODWAY
TEN LARGEST TAXPAYERS**

<u>Name of Taxpayer</u>	<u>Nature of Property</u>
Lehigh White Cement Company	Cement Producer
Waco Medical Office Building LLC	Medical Facility
H. E. Butt Grocery Company	Supermarket
Spring Waco LP	Hotel/Motel
Dhruvkish Partners LTD	Hotel/Motel
Bill H. Berryhill, M.D.	Medical Facility
Hollywood Theaters Inc.	Movie Theater Complex
Caplin Woodway Development LLC	Medical Facility
Oncor Electric Delivery Company LLC	Electricity Distribution
Texas Health Development VI	Medical Facility

WOODWAY, TEXAS

2018-2019 APPLICABLE TAX RATES

SALES OR USE TAX

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

HOTEL/MOTEL TAX

STATE	6.0%
CITY	7.0%

PROPERTY TAXES - RATE/\$100 ASSESSED VALUE

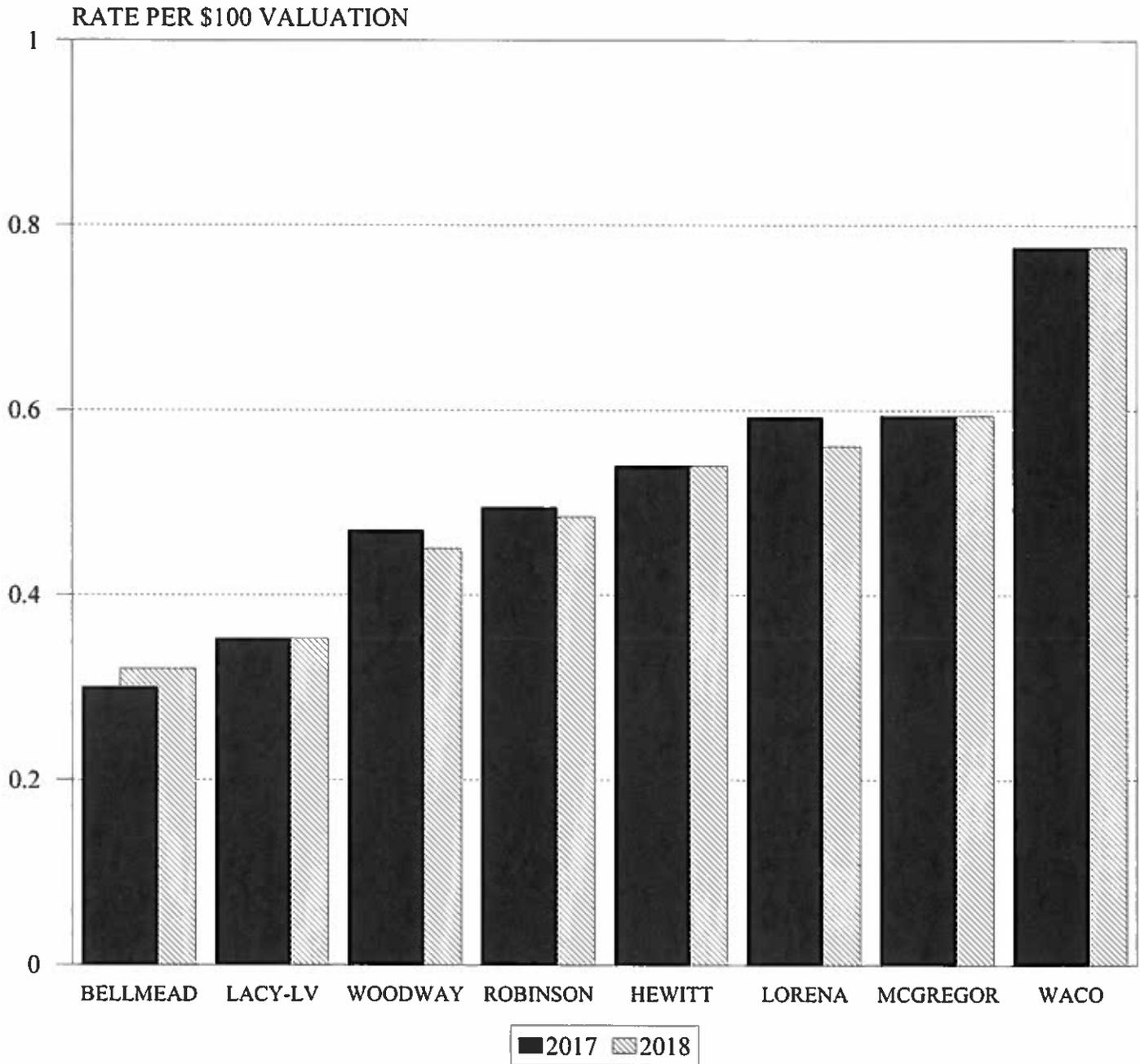
	<u>2016</u>	<u>2017</u>	<u>2018</u>
City of Woodway	\$0.470000	\$0.470000	\$0.450000
Midway ISD	1.320000	1.320000	1.320000
McLennan County	0.525293	0.505293	0.485293
McLennan Community College	<u>0.148898</u>	<u>0.150346</u>	<u>0.147696</u>
Aggregate Tax Rate	\$2.464191	\$2.445639	\$2.402989

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

<u>City</u>	<u>Population</u>	<u>2017 Tax Rate</u>	<u>2018 Tax Rate</u>
City of Waco	124,805	\$0.776232	\$0.776232
City of McGregor	4,987	0.594010	0.594010
City of Lorena	1,691	0.592300	0.560680
City of Hewitt	13,549	0.539677	0.539677
City of Robinson	10,509	0.494500	0.484500
City of Woodway	8,452	0.470000	0.450000
City of Lacy-Lakeview	6,489	0.352628	0.352628
City of Bellmead	9,901	0.299990	0.319999

WOODWAY, TEXAS

COMPARATIVE PROPERTY TAX RATES



CITY OF WOODWAY
COMPARISON OF PROPERTY VALUES

PROPERTY VALUES:	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
Real	\$585,161,685	\$606,787,145	\$641,807,955	\$681,152,371	\$744,682,366	\$782,087,637	\$797,362,233	\$811,171,503	\$828,467,243	\$845,342,905	\$917,432,028	\$950,465,219	\$1,011,871,994	\$1,094,719,814	\$1,193,299,173	
Personal	60,590,408	68,706,013	72,970,104	81,756,955	89,629,063	89,743,840	86,931,871	86,248,396	75,245,769	74,231,870	87,442,820	89,292,520	87,967,000	91,524,900	101,508,290	
Less Homestead Cap - Limited Value	(6,799,223)	(3,555,799)	(1,501,268)	(2,489,450)	(8,616,205)	(12,829,886)	(7,766,250)	(4,538,389)	(4,147,891)	(1,585,843)	(7,340,952)	(2,257,532)	(8,280,669)	(14,334,022)	(22,185,024)	
Less Tax Exempt	(24,501,284)	(23,064,823)	(22,665,984)	(30,072,292)	(31,774,953)	(32,673,271)	(36,250,572)	(34,886,130)	(39,520,751)	(52,475,888)	(52,498,415)	(59,813,505)	(59,813,505)	(61,473,688)	(65,101,988)	
TOTAL	614,451,086	646,372,536	690,610,837	730,337,584	793,920,269	826,328,320	840,039,005	856,641,038	864,678,991	878,468,217	945,038,008	985,001,792	1,031,744,910	1,110,338,004	1,207,503,351	
% change from previous year		5.20%	6.44%	5.75%	8.70%	4.08%	1.66%	1.98%	0.94%	1.59%	7.54%	4.23%	4.75%	7.61%	8.74%	
EXEMPTIONS:																
OV65 - Elderly Homestead	9,220,000	9,360,000	9,620,000	9,890,000	10,260,000	10,572,493	11,041,840	11,291,840	12,323,791	12,446,745	12,963,230	13,454,495	13,793,597	14,067,580	14,335,696	
OV65S - Surviving Spouse	170,000	180,000	160,000	180,000	190,000	200,000	120,000	130,000	140,000	130,000	100,000	90,000	90,000	100,000	80,000	
DV's - Disabled Veteran	1,629,500	1,639,500	1,654,000	1,637,000	1,639,500	3,608,079	7,053,615	7,658,435	8,975,805	9,073,088	9,941,624	11,590,234	13,039,670	14,405,564	16,514,428	
PRODUCTIVITY LOSS - Ag Use	1,262,784	1,263,081	1,248,017	1,245,274	1,345,399	1,342,690	1,332,595	1,332,595	1,332,160	1,332,160	1,092,010	1,166,520	1,166,680	1,268,520	1,431,170	
FR - Fireport	612,100	519,733	708,551	1,008,518	1,399,257	1,506,478	1,843,533	2,024,819	685,985	673,553	1,352,947	882,554	1,039,952	1,390,523	2,050,626	
PC - Pollution Control	0	0	39,770	0	0	538,274	538,274	538,274	2,184,282	2,245,352	7,409,490	6,732,769	7,253,432	7,230,710	7,476,884	
SO - Solar	0	0	0	0	0	0	0	0	0	19,250	99,560	128,620	142,370	149,819	114,719	
PPV - Personal Property Vehicle	0	0	0	0	0	0	0	0	0	0	26,470	70,570	0	10	0	
TOTAL	12,894,384	12,962,314	13,430,338	13,960,792	14,834,156	17,768,044	21,929,857	22,975,963	25,642,458	25,920,148	32,985,331	34,115,762	36,525,701	38,621,726	42,003,523	
% change from previous year		0.51%	3.61%	3.95%	6.20%	19.74%	23.42%	4.77%	11.61%	1.08%	27.20%	3.41%	7.60%	5.74%	8.76%	

TOTAL TAXABLE VALUE:	\$601,556,703	\$633,410,222	\$677,180,549	\$716,316,792	\$779,006,113	\$808,560,306	\$818,109,148	\$833,665,075	\$839,036,533	\$852,548,069	\$912,072,677	\$950,886,030	\$995,219,209	\$1,071,816,278	\$1,165,499,928
% change from previous year		5.30%	6.91%	5.79%	8.75%	3.78%	1.18%	1.86%	0.64%	1.61%	6.98%	4.26%	4.66%	7.70%	8.74%

Tax Revenue per \$481 on tax rate	\$60,155.67	\$63,341.02	\$67,718.05	\$71,638.68	\$77,908.61	\$80,856.03	\$81,810.91	\$83,366.51	\$83,903.65	\$85,254.81	\$91,207.27	\$95,088.60	\$99,521.92	\$107,181.63	\$116,549.99
Applicable Tax Rate	0.45720	0.45720	0.45720	0.45720	0.45720	0.45720	0.45720	0.45690	0.45690	0.45690	0.47000	0.47000	0.47000	0.47000	0.45000
Total Tax Revenue	\$2,750,317.24	\$2,895,931.51	\$3,096,069.47	\$3,273,128.41	\$3,561,981.71	\$3,696,737.72	\$3,740,395.02	\$3,609,018.73	\$3,813,357.92	\$3,892,292.13	\$4,236,141.58	\$4,469,164.34	\$4,677,530.28	\$5,037,516.51	\$5,244,749.68

WOODWAY, TEXAS

**City of Woodway
Service Charges
FY 2019
(Basis: FY 2019 Budget)**

	Total	Water (75%)	Sewer (25%)
Administration (FY Budget * 5%)	27,543	20,657	6,886
Finance (FY Budget * 5%)	17,191	12,893	4,298
Streets (Maint Misc FY Budget * 5%)	1,630	1,223	407
Streets (Labor FY Budget * 5%)	15,783	11,837	3,946
City Secretary (FY Budget * 5%)	10,158	7,618	2,540
Inspections (Clerical FY Budget * 25%)	6,207	4,655	1,552
Public Bldgs (FY Budget * 5%)	8,214	6,161	2,053
Public Safety (Technical/Super FY Budget * 2%)	7,748	5,811	1,937
Non-Departmental (FY Budget * 5%)	29,211	21,908	7,303
PROPOSED FY 2018	123,685	92,764	30,921

FY 1999 - Increase Inspections clerical split from 50% to 55% due to increased clerical time required.

FY 1999 - Increase Public Buildings from 10% to 20% due to addition of new service center.

FY 1999 - Increase Public Safety Technical from 10% to 20% due to dispatch as backup for water calls after 5:00pm and weekends as well as water/sewer alarms.

FY 2007 - Add Non-Departmental due to increased charges that relate to the Utility Fund.

FY 2008 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

FY 2014 - Increase Administration from 10% to 15% due to increased time required.

FY 2018 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

FY 2019 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

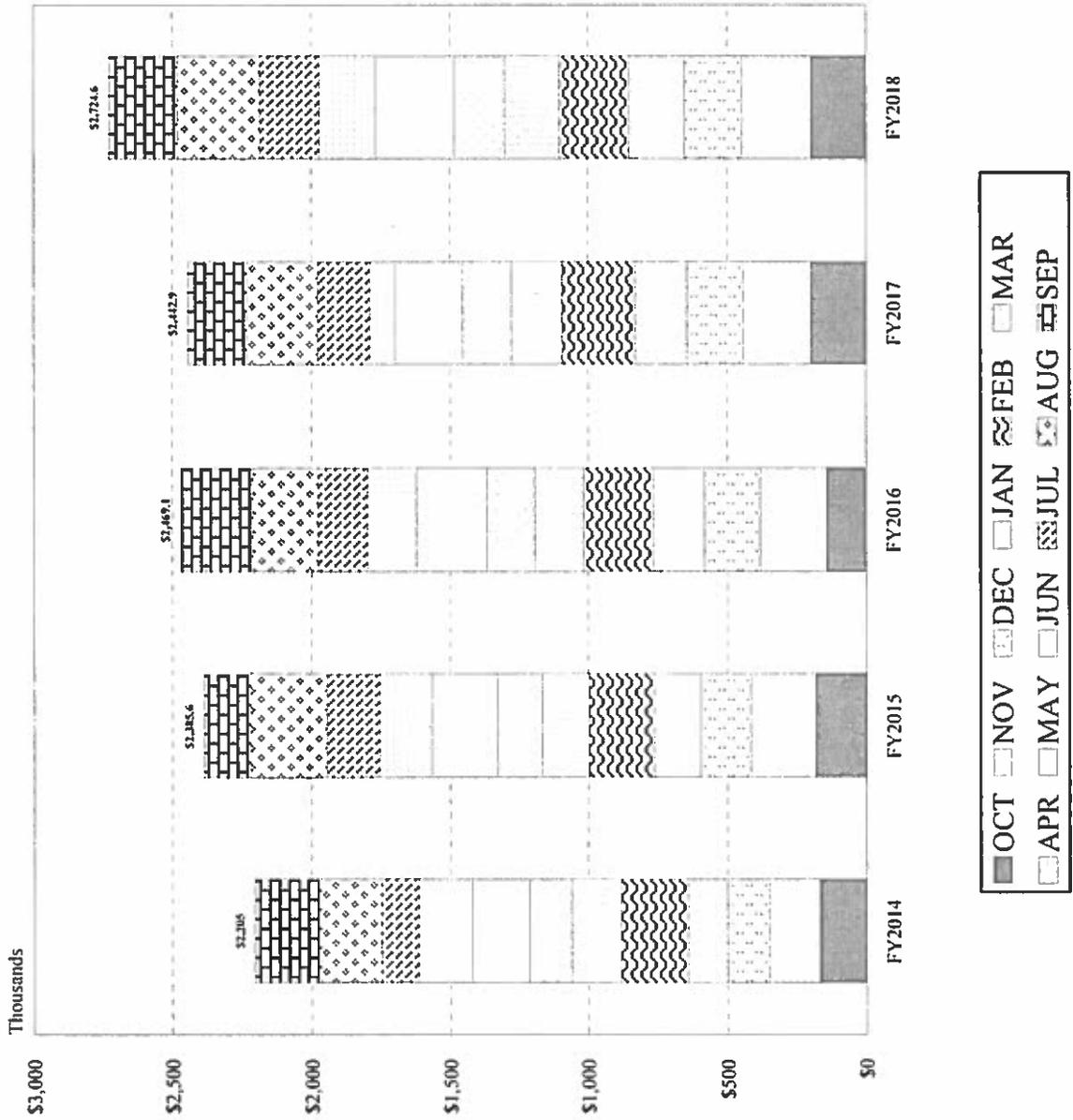
City of Woodway
Sales & Use Tax Comparison

	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018	
	Total Tax Revenue	Total YTD								
Oct	\$167,474.03	\$167,474.03	\$181,204.29	\$181,204.29	\$141,730.02	\$141,730.02	\$197,628.29	\$197,628.29	\$198,245.93	\$198,245.93
Nov	183,258.23	350,732.26	234,135.19	415,339.48	239,842.72	381,572.74	245,142.64	442,770.93	248,168.19	446,414.12
Dec	149,356.54	500,088.80	181,523.15	596,862.63	201,919.94	583,492.68	200,405.60	643,176.53	205,602.06	652,016.18
Jan	142,571.58	642,660.38	165,961.41	762,824.04	182,049.95	766,442.63	187,597.17	830,773.70	198,662.72	850,678.90
Feb	238,440.92	881,101.30	232,681.10	995,505.14	250,179.39	1,016,622.02	261,216.67	1,091,990.37	251,539.17	1,102,218.07
Mar	178,807.23	1,059,908.53	170,116.88	1,165,622.02	175,659.06	1,192,281.08	184,903.43	1,276,893.80	198,830.10	1,301,048.17
Apr	152,972.38	1,212,880.91	162,319.99	1,327,942.01	175,164.23	1,367,445.31	176,458.63	1,453,352.43	183,816.36	1,483,864.53
May	207,906.63	1,420,787.54	238,905.56	1,566,847.57	253,257.64	1,620,702.95	245,501.08	1,698,853.51	284,121.99	1,767,986.52
Jun	193,379.11	1,614,166.65	189,582.34	1,756,429.91	178,565.25	1,799,268.20	89,806.59	1,788,660.10	203,356.98	1,971,443.50
Jul	133,278.14	1,747,444.79	188,917.02	1,945,346.93	178,653.70	1,977,921.90	188,070.36	1,976,730.46	212,601.65	2,184,045.15
Aug	218,469.43	1,965,914.22	273,861.69	2,219,208.62	233,412.22	2,211,334.12	254,331.94	2,231,062.40	295,406.90	2,479,452.05
Sep	239,120.13	2,205,034.35	166,361.65	2,385,570.27	257,744.20	2,469,078.32	211,832.91	2,442,895.31	245,127.11	2,724,579.16
TOTAL	\$2,205,034.35		\$2,385,570.27		\$2,469,078.32		\$2,442,895.31		\$2,724,579.16	

Audit Adjustments:

- 09/14 includes year end accrual and reversal of previous year end accrual
- 09/15 includes year end accrual and reversal of previous year end accrual
- 09/16 includes year end accrual and reversal of previous year end accrual
- 09/17 includes year end accrual and reversal of previous year end accrual
- 09/18 includes year end accrual and reversal of previous year end accrual

SALES & USE TAX COMPARISON



**PUBLIC UTILITIES - WATER/WASTEWATER
SYSTEM PROFILE**

Waterworks System

The City of Woodway waterworks system contains six (6) distinct hydropneumatic type pressure plants supplied by deep wells at each plant for a primary source of supply. In addition, the system includes a 3,919 meters distribution system and 7.58 million gallons of storage capacity. The system can produce 4.09 million gallons of water each day.

Monthly Water Rates

	<u>Effective November 1, 2017</u>	<u>Effective November 1, 2018</u>
<u>Residential/Inside City Limits (including Multiple Users)</u>		
First 2,000 gallons	\$30.00 (Minimum)	\$30.00 (Minimum)
2,001 to 15,000 gallons	3.80 /thousand gallons	3.80 /thousand gallons
15,001 to 35,000 gallons	4.80 /thousand gallons	4.80 /thousand gallons
35,001 gallons and over	5.95 /thousand gallons	5.95 /thousand gallons
<u>Commercial/Inside City Limits</u>		
First 2,000 gallons (3/4" meter)	\$40.00 (Minimum)	\$40.00 (Minimum)
First 2,000 gallons (1" meter)	50.00 (Minimum)	50.00 (Minimum)
First 2,000 gallons (1.5" meter)	62.00 (Minimum)	62.00 (Minimum)
First 2,000 gallons (2" meter)	92.00 (Minimum)	92.00 (Minimum)
First 2,000 gallons (3" meter)	150.00 (Minimum)	150.00 (Minimum)
First 2,000 gallons (4" - 8" meter)	300.00 (Minimum)	300.00 (Minimum)
2,001 to 15,000 gallons	3.80 /thousand gallons	3.80 /thousand gallons
15,001 to 35,000 gallons	4.80 /thousand gallons	4.80 /thousand gallons
35,001 gallons and over	5.95 /thousand gallons	5.95 /thousand gallons

Outside City Limits

Rates are 1.5 times the rate for inside the city limits.

WOODWAY, TEXAS

Wastewater System

The Wastewater collection system includes ten force main lift stations and gravity flow facilities feeding into a collection system which ties into a regional wastewater treatment plant operated by the City of Waco.

Monthly Wastewater Rates

	<u>Effective November 1, 2017</u>	<u>Effective November 1, 2018</u>
<u>Residential (Based on Average January and February Water Consumption)</u>		
Base	\$19.00 (Minimum)	\$ 19.00 (Minimum)
Usage	2.00 /thousand gallons	2.00 /thousand gallons
<u>Commercial (Based on Average January and February Water Consumption)</u>		
Base	\$23.00 (Minimum)	\$ 23.00 (Minimum)
Usage	2.00 /thousand gallons	2.00 /thousand gallons

WOODWAY, TEXAS

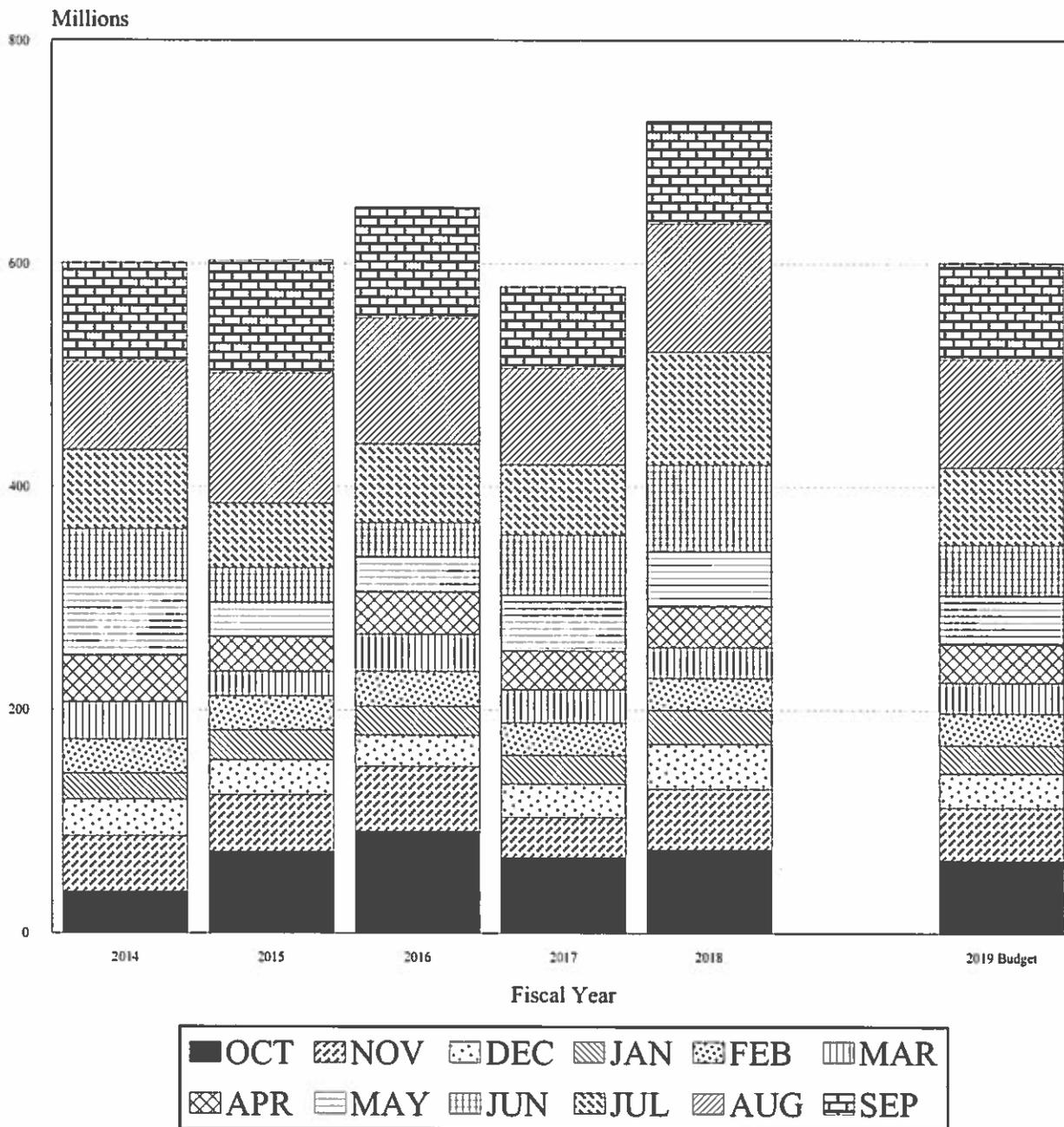
**CITY OF WOODWAY
WATER SALES (HISTORICAL)
ACTUAL GALLONS SOLD**

MONTH	FY14	FY15	FY16	FY17	FY18	5 YR AVG	MONTHLY % OF AVG YR
October	37,058,200	73,023,600	91,212,180	67,665,511	74,842,146	68,760,327	10.878%
November	49,890,400	50,896,700	57,967,700	36,121,301	54,219,743	49,819,169	7.881%
December	32,624,200	31,398,900	28,074,600	29,763,604	40,835,101	32,539,281	5.148%
January	23,562,700	26,355,200	25,832,300	25,916,226	30,427,603	26,418,806	4.179%
February	30,486,000	30,699,100	31,410,314	29,005,397	28,669,055	30,053,973	4.754%
March	33,275,100	21,893,000	33,314,600	29,618,486	27,570,079	29,134,253	4.609%
April	41,356,400	31,218,716	37,403,500	34,650,294	36,514,752	36,228,732	5.731%
May	66,973,300	30,423,900	31,186,900	50,048,436	49,472,347	45,620,977	7.217%
June	46,718,455	31,191,000	31,066,400	53,813,883	77,281,615	48,014,271	7.596%
July	70,836,500	57,902,200	70,648,700	63,113,453	101,215,314	72,743,233	11.508%
August	79,042,840	116,801,500	113,101,900	86,430,286	115,188,231	102,112,951	16.154%
September	88,415,700	100,845,035	99,040,585	72,775,515	92,306,411	90,676,649	14.345%
Total Gallons	600,239,795	602,648,851	650,259,679	578,922,392	728,542,397	632,122,623	100.000%

**CITY OF WOODWAY
PROJECTED WATER SALES (GALLONS)
FY 2019**

MONTH	2014-2018 5 YR AVG	MONTHLY % OF AVG YR	BUDGET FY 2019	ACTUAL FY 2019	VARIANCE FROM BUDGET	ACTUAL % OF BUDGET	VARIANCE FROM AVERAGE	ACTUAL % OF AVERAGE
October	68,760,327	10.878%	65,320,517					
November	49,819,169	7.881%	47,326,911					
December	32,539,281	5.148%	30,911,468					
January	26,418,806	4.179%	25,097,176					
February	30,053,973	4.754%	28,550,490					
March	29,134,253	4.609%	27,676,780					
April	36,228,732	5.731%	34,416,351					
May	45,620,977	7.217%	43,338,738					
June	48,014,271	7.596%	45,612,304					
July	72,743,233	11.508%	69,104,174					
August	102,112,951	16.154%	97,004,640					
September	90,676,649	14.345%	86,140,451					
Total Gallons	632,122,623	100.000%	600,500,000	0	0			0

WATER SALES (GALLONS)



WOODWAY, TEXAS

ANALYSIS OF CHANGE IN EXPENDITURES

	FY 2018	FY 2019	CHANGE
GENERAL FUND			
4101 - City Secretary	\$195,337	\$203,156	\$7,819
4103 - Administration	655,397	550,864	(\$104,533)
4105 - Finance	326,503	343,825	\$17,322
4109 - Non-Departmental	303,663	584,224	\$280,561
Division Total	1,480,900	1,682,069	201,169
			13.58%
4201 - Public Safety	5,395,755	5,440,292	\$44,537
4203 - Municipal Courts	188,779	194,253	\$5,474
Division Total	5,584,534	5,634,545	50,011
			0.90%
4301 - Streets	478,417	486,777	\$8,360
4302 - Sanitation	892,489	920,000	\$27,511
4303 - Parks	421,716	416,274	(\$5,442)
4304 - Public Buildings	213,053	164,282	(\$48,771)
4401 - Inspections	342,533	354,219	\$11,686
Division Total	2,348,208	2,341,552	(6,656)
			-0.28%
4604 - Community Development	39,550	53,675	\$14,125
4605 - Economic Development	2,000	0	(\$2,000)
4606 - Woodway Beautiful	13,325	0	(\$13,325)
4607 - Youth Commission	3,050	3,050	\$0
4609 - Carleen Bright Arboretum	438,635	447,660	\$9,025
4603 - Woodway Family Center	243,677	247,961	\$4,284
Division Total	740,237	752,346	12,109
			1.64%
TOTAL GENERAL FUND	10,153,879	10,410,512	256,633
			2.53%
UTILITY FUND			
4501 - Water Services	2,623,913	2,738,803	\$114,890
4502 - Sewer Services	997,527	953,450	(\$44,077)
4503 - Customer Services	1,700,860	1,788,547	\$87,687
Division Total	5,322,300	5,480,800	158,500
			2.98%
TOTAL UTILITY FUND	5,322,300	5,480,800	158,500
			2.98%

" Welcome Home to Woodway "

WOODWAY, TEXAS

*Summary of New Capital Expenditures
FY 2019*

Department	Description	Amount
General Fund		
Administration	1 - Computer	\$2,500
Arboretum	1 - Floor Scrubber	4,000
Public Safety	1 - Dispatch Center Upgrades	6,120
Streets	1 - Ice Melt Spreader	<u>1,400</u>
- FUND TOTAL -		\$14,020
Utility Fund		
Waste Water	1 - Chopsaw	\$1,100
Water	1 - Fire Hydrant Test Kit	<u>1,500</u>
- FUND TOTAL -		\$2,600
Park Projects Fund		
Parks	Poage Park Improvements	\$29,000
Parks	Miscellaneous Parks Board Projects	<u>192,585</u>
- FUND TOTAL -		\$221,585
General Capital Projects Fund		
Public Buildings	Highway 84 Beautification	\$232,000
Public Buildings	Family Center Parking/Expansion	100,000
Public Buildings	Rehab Fuel Tanks	13,000
Streets	Slurry Seal Program	300,000
Streets	Harbor Drive Reconstruction	<u>700,000</u>
- FUND TOTAL -		\$1,345,000
Arboretum Construction Fund		
Arboretum	Pavilion Improvements	\$10,000
Arboretum	Designated Memorials/Honorariums	<u>40,000</u>
- FUND TOTAL -		\$50,000
Family Center Construction Fund		
Family Center	Capital Improvements	<u>\$115,000</u>
- FUND TOTAL -		\$115,000
Utility Capital Projects Fund		
Water	Water Master Plan Update	\$60,000
Water	Acom Storage Tank Rehab	100,000
Water	Replace 2" Water Line With 6" Water Line	600,000
Water	Replace Bosque-Santa Fe Water Line	220,000
Water	Acom Well Pump House	65,000
Water	Santa Fe Well Pump House	50,000
Water	Hwy 84 Well Pump House	200,000
Water	Miscellaneous Pump/Well Repair	<u>150,000</u>
- FUND TOTAL -		\$1,445,000
2016 Utility Improvement Fund		
Water	McGregor Water Line	<u>\$1,200,000</u>
- FUND TOTAL -		\$1,200,000
2017 Utility Improvement Fund		
Waste Water	West Fairway Road Waste Water Interceptor	<u>\$7,700,000</u>
- FUND TOTAL -		\$7,700,000
General Equipment Replacement Fund		
Administration	1 - Administration Vehicle	\$55,000
Parks	1 - 3/4 Ton Pickup Truck	35,000
Parks	1 - Riding Mower	9,300
Parks	1 - Playground Equipment-Miscellaneous	8,400
Parks	2 - Water Fountains	9,800
Public Buildings	1 - Ice Machine	5,300
Public Safety	1 - Dispatch Recorder System	25,931
Public Safety	1 - Surveillance Equipment	35,000
Public Safety	20 - Dual Band Radios	120,000
Public Safety	3 - Patrol & Administrative Vehicles	150,000
Public Safety	1 - Fire Truck	300,000
Streets	1 - 3/4 Ton Pickup Truck	<u>35,000</u>
- FUND TOTAL -		\$788,731
Utility Equipment Replacement Fund		
Waste Water	1 - 3/4 Ton Pickup Truck	\$35,000
Waste Water	3 - SCADA Systems	45,200
Waste Water	1 - Stationary Lift Station Generator	40,000
Water	1 - Backhoe	83,257
Water	1 - Tapping Machine	4,300
Water	1 - Riding Mower	9,300
Water	1 - Chlorine Scales	16,000
Water	1 - Fire Hydrant Meter	4,400
Water	1 - Jackhammer	<u>8,000</u>
- FUND TOTAL -		\$245,457
- GRAND TOTAL -		\$13,127,393

MASTER FEE SCHEDULE



WOODWAY MASTER FEE SCHEDULE

CITY OF WOODWAY MASTER FEE SCHEDULE I. PUBLIC SAFETY FEES

A. Alarm monitoring		
1. Direct alarm monthly fee		\$19.95
2. Nonvalid burglar alarms responded to during a 12-month period		
a. Five (5) or less		No charge
b. Six (6) or more		\$35.00 each
3. Nonvalid holdup alarms responded to during a 12-month period		
a. Two (2) or less		No charge
b. Three (3) to four (4)		\$50.00 each
c. Five (5) to six (6)		\$100.00 each
d. Seven (7) or more		\$150.00 each
B. Animal control		
1. Special exemption permit application fee		\$100.00
2. Pickup fee		
a. First pickup of animal (waived if animal is chipped)		\$100.00
b. Second pickup of animal		\$125.00
c. Third and subsequent pickups		\$150.00
d. Overnight boarding fee (per night)		\$ 25.00
C. Permit for liquefied flammable gas container		\$80.00
D. Fire services		
1. Installation and remodeling of fire protection system		
a. Hood and duct suppression systems		\$40.00 plus \$2.50/head
b. Sprinkler systems		\$65.00 plus \$0.30 /head
c. Standpipe systems		\$65.00 plus \$5.00/outlet
d. Fire pump installation		\$30.00
e. Fire alarm system		\$65.00 plus \$1.00/device
f. Commercial paint booth systems		\$55.00 plus \$2.50/head
g. Additional permits initiated		\$35.00
2. Installation and removal of fuel storage tanks and dispensing systems		
a. Installation of underground or above ground storage tanks and/or dispensers		\$80.00 for first tank, plus \$25.00 per additional tank at same location and \$2.00/nozzle on dispensers
b. Removal of underground storage tanks		\$65.00 for first tank, plus \$25.00 per additional tank at same location
3. Single events or activities		
a. Pyrotechnical display or fireworks display		\$105.00 plus \$250.00 for each hour of standby per fire company
b. Special assembly activities		\$105.00 plus \$250.00 for each hour of standby per fire company
c. Trench burn		\$105.00 plus \$250.00 for each hour of standby per fire company
E. Solicitor permit		\$100.00 per person
F. Replacement of permit card		\$20.00
G. Activity/Filming permit		\$50.00

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

Note: The suggested fees for the new special events center are based on current market conditions.

A. Whitehall Center (Includes terrace, patio, cleaning, and use of indoor tables and chairs)		
1.	Rates	
a.	Per day - 10:00 a.m. to 1:00 a.m. Friday or Saturday	\$1000.00
b.	Off-peak rate (Sunday-Thursday)	\$ 750.00
2.	Non-profit and "Friends" rates	
a.	Per day - 10:00 a.m. to 1:00 a.m. - Friday or Saturday	\$ 900.00
b.	Off-peak rate (Sunday-Thursday)	\$ 650.00
3.	Business/organization rentals (includes inside tables and chairs)	
a.	First hour of rental (M-Th, 8:00 a.m. to 5:00 p.m., excluding holidays)	\$ 150.00
b.	Each additional hour of rental	\$50.00 (maximum \$ 300.00)
B.	Outdoor learning center/gazebo (Only available as a stand-alone rental Monday-Thursday, 8:00 a.m. to 5:00 p.m.; otherwise included with The Pavilion.)	\$ 250.00 \$125.00 per hour Monday-Thursday between 8:00 a.m. and 5:00 p.m.
C. The Pavilion (Includes Gazebo, cleaning and use of inside tables and chairs)		
1.	Rates	
a.	Saturday rate - 10:00 a.m. to 1:00 a.m.	\$3,000.00
b.	Friday rate	\$2,500.00
c.	Off-peak rate (Sunday-Thursday)	\$2,000.00
2.	Non-profit and "Friends" rates	
a.	Saturday rate - 10:00 a.m. to 1:00 a.m.	\$2,750.00
b.	Friday rate	\$2,250.00
c.	Off-peak rate (Sunday-Thursday)	\$1,750.00
3.	Business/organization rentals	
a.	First hour of rental (Monday-Thursday, 8:00 a.m. to 5:00 p.m., excluding holidays)	\$350.00
b.	Each additional hour of rental	\$125.00 (maximum \$725.00)
4.	Additional services	
a.	Cordless microphone rental	\$50.00
b.	Screen and projector rental	\$150.00
D.	Security (per hour/per officer with a 2 hour minimum)	\$ 40.00
E.	Attendant (per hour/per attendant)	\$ 40.00
Notes: (1) To be paid with rental fees 30 days prior to event; (2) Attendant fees for any portion of use occurring during office hours will be waived		
F.	Deposit (refundable/non-refundable in event of cancellation)	
1.	Whitehall Center	\$500.00 plus 50% of rental fee
2.	The Pavilion	\$500.00 plus 50% of rental fee
3.	Outdoor learning center/gazebo (Only available as a stand-alone rental Monday-Thursday, 8:00 a.m. to 5:00 p.m.)	\$300.00
G.	Annual membership - "Friends of the Carleen Bright Arboretum"	\$96.00
H. Other items available for rent at either location		
1.	Portrait easel	\$10.00
2.	Table (8') with bar top and black skirting	\$50.00
I.	Vendor fee	\$25.00 per vendor, per event
J. Weekend Package Rates		
1.	Whitehall Center - Friday and Saturday (25% discount)	\$1500.00 \$500.00 secure the date deposit + 1/2 of rental fee
2.	Whitehall Center - Saturday and Sunday (25% discount)	\$1312.50

WOODWAY, TEXAS

Adopted: August 30, 2018
Effective: October 1, 2018
Page 3 of 11

		\$500.00 secure the date deposit + 1/2 of rental fee
3.	The Pavilion - Friday and Saturday (25% discount)	\$4,125.00
		\$500.00 security deposit + 1/2 of rental fee
4.	The Pavilion - Saturday and Sunday (25% discount)	\$3,750.00
		\$500.00 security deposit + 1/2 of rental fee
5.	Whitehall Center and The Pavilion - one single day (25% discount off Whitehall Center)	\$3,250.00 Friday \$3,750.00 Saturday \$2,562.00 Sunday
		\$500.00 security deposit + 1/2 of rental fee
6.	Whitehall Center and The Pavilion - Whitehall Center on Friday, and The Pavilion on Saturday (25% discount off Whitehall Center)	\$3,750.00
		\$500.00 security deposit + 1/2 of rental fee
7.	Whitehall Center and The Pavilion - Whitehall Center and The Pavilion on Friday, and The Pavilion on Saturday	\$4,875.00
		\$500.00 security deposit + 1/2 of rental fee

CITY OF WOODWAY MASTER FEE SCHEDULE
III. REFUSE SERVICES FEES

A. Residential							
1.	Household single residential unit					\$16.50/month, twice/week pickup	
2.	Large trash/bulky item (per call)					\$60.00/load	
B. Commercial							
1.	Hand pickup					\$19.80 /month	
2.	Bulk dumpsters/containers						
	a.	Per month - scheduled pickups per week					
		<u>Size</u>	<u>1/Wk</u>	<u>2/Wk</u>	<u>3/Wk</u>	<u>4/Wk</u>	<u>5/Wk</u>
		2 Yd	\$68.00	\$136.00	\$206.00	\$272.00	\$340.00
		3 Yd	\$77.00	\$158.00	\$238.00	\$317.00	\$393.00
		4 Yd	\$90.00	\$179.00	\$269.00	\$357.00	\$449.00
		6 Yd	\$109.00	\$223.00	\$332.00	\$444.00	\$556.00
		8 Yd	\$133.00	\$266.00	\$395.00	\$528.00	\$660.00
		6 Yd k	\$240.00	\$476.00	\$715.00	\$954.00	\$1,194.00
	b.	Extra pickup (in addition to regular scheduled pickups)					\$66.00 /pickup
3.	Roll-off containers (per haul, minimum one haul per billing period)						
	a.	On call, non-scheduled					
		1) 15 yard					\$198.00
		2) 20 yard					\$216.00
		3) 30 yard					\$255.00
		4) 40 yard					\$300.00
	b.	Regular, scheduled (minimum of two pickups per billing period)					
		1) 15 yard					\$186.00
		2) 20 yard					\$204.00
		3) 30 yard					\$243.00
		4) 40 yard					\$287.00

c.	Deposit	All roll-off/dumpster billing accounts are required to maintain a deposit in the amount equal to one haul charge which will be applied to the final bill
d.	Initial fee	\$20.00
e.	Excessive weight, per each ton over 10 ton maximum	\$25.00
4.	Compactors	
a.	Monthly rental	\$470.00
b.	Compactor wash	\$318.00
5.	Locking lids	
a.	One time set-up charge	\$75.00
b.	Monthly rate	\$0.00 each

CITY OF WOODWAY MASTER FEE SCHEDULE
IV. LANDFILL PERMIT FEES

A.	Passenger vehicles and trucks	
1.	Up to and including half ton pickup truck	\$12.00/load
2.	Three-fourth ton pickup truck	\$18.00/load
3.	One ton pickup truck	\$24.00/load
4.	One and one half ton pickup truck	\$36.00/load
5.	Two ton pickup truck	\$48.00/load
6.	Dump truck (5-6 cubic yards)	\$180.00/load
7.	Dump truck (over 6 cubic yards)	\$24.00/ton
B.	Single axle trailers	
1.	Eight foot trailer	\$24.00/load
2.	Ten foot trailer	\$36.00/load
3.	Twelve foot trailer	\$36.00/load
4.	Over twelve foot trailer	\$60.00/load
C.	Double axle trailers	
1.	Fourteen feet or less	\$60.00/load
2.	Sixteen feet and over	\$96.00/load

CITY OF WOODWAY MASTER FEE SCHEDULE
V. PARKING PERMITS

Long-term parking special permit	\$100.00/permit
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CITY OF WOODWAY MASTER FEE SCHEDULE
VI. GARAGE SALE/ESTATE SALE PERMITS FEES

A.	Garage sale permit fee	\$10.00
B.	Estate sale permit fee	\$50.00

CITY OF WOODWAY MASTER FEE SCHEDULE
VII. PARK FACILITY RENTAL FEES

A. Pavilion		
1.	Minimum three (3) hours	
	a. Woodway residents	\$50.00
	b. Non-Woodway residents	\$60.00
2.	Additional hours	\$15.00/hour
3.	Use of water and/or electricity	\$5.00 each
4.	Excessive water usage fee (for water slides and etc.)	\$30.00
5.	Excessive electricity usage fee (for overloads)	At cost - for City staff and electrician
B. Gazebo/small shelter		
1.	Minimum three (3) hours	
	a. Woodway residents	\$25.00
	b. Non-Woodway residents	\$35.00
2.	Additional hours	\$15.00/hur
3.	Use of water and/or electricity (if available)	\$5.00 each
4.	Excessive water usage fee (for water slides and etc.)	\$30.00
5.	Excessive electricity usage fee (for overloads)	At cost - for City staff and electrician
C.	Annual membership - "Friends of the Woodway Parks"	\$60.00
D.	A 10% discount off total bill for "Friends of the Woodway Parks" members, excluding electricity and water usage	(10% Discount for "Friends")

CITY OF WOODWAY MASTER FEE SCHEDULE
VIII. WATER RATE SCHEDULE

A. Residential service within the city limits		
1.	First 2,000 gallons	\$30.00 /month
2.	2,001 to 15,000 gallons	\$3.80 /thousand
3.	15,001 to 35,000 gallons	\$4.80 /thousand
4.	35,001 gallons and over	\$5.95 /thousand
B. Commercial service within the city limits		
1.	First 2,000 gallons (3/4" meter), minimum	\$40.00/month
2.	First 2,000 gallons (1" meter), minimum	\$50.00/month
3.	First 2,000 gallons (1.5" meter), minimum	\$62.00/month
4.	First 2,000 gallons (2" meter), minimum	\$92.00/month
5.	First 2,000 gallons (3" meter), minimum	\$150.00/month
6.	First 2,000 gallons (4" to 8" meter), minimum	\$300.00/month
7.	2,001 to 15,000 gallons	\$3.80 /thousand
8.	15,001 to 35,000 gallons	\$4.80 /thousand
9.	35,001 gallons and over	\$5.95 /thousand
C.	Service outside the city limits	1.5 times the rate for inside the city limits
D. Service within the city, by multiple users		
1.	First 2,000 gallons	\$30.00/month, times number of users served
2.	2,001 to 15,000 gallons	\$3.80/thousand, times number of users served

3.	15,001 to 35,000 gallons	\$4.80/thousand, times number of users served
4.	35,001 gallons and over	\$5.95/thousand, times number of users served

CITY OF WOODWAY MASTER FEE SCHEDULE
IX. WATER SERVICE CONNECTION FEES

A.	Deposit for residential service	
1.	Owners	\$100.00
2.	Renters	\$200.00
B.	Deposit for commercial water service (based on meter size)	
1.	¾" meter; 1" meter; 1.5" meter; 2" meter	\$100.00
2.	3" meter	\$150.00
3.	4" - 8" meter	\$300.00
C.	Deposit for fire hydrant meter	\$300.00
D.	Initial turn-on fee	\$20.00
E.	Delinquent processing fee	\$15.00
F.	Reconnection fee - working hours (Monday - Friday, 8:00 a.m. - 5:00 p.m.)	\$50.00
G.	Reconnection fee - after hours	\$95.00
H.	Re-read fee - after original read and one re-read	\$20.00
I.	Meter testing fee	\$50.00

CITY OF WOODWAY MASTER FEE SCHEDULE
X. WASTE WATER RATE SCHEDULE

A.	Residential service	
1.	Base (0 g.)	\$19.00/month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$2.00/thousand
B.	Commercial service	
1.	Base	\$23.00/month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$2.00/thousand
C.	Any discharge to the sewer works stronger than 250 milligrams per liter BOD and/or 250 milligrams per liter suspended solid, must be approved by the City	
1.	Additional surcharge (per milligram per liter of BOD in excess of 250 milligrams per liter per 1,000,000 gallons of flow)	\$0.08
2.	Additional surcharge (per milligram per liter of suspended solids in excess of 250 milligrams per liter per 1,000,000 gallons of flow)	\$0.10

CITY OF WOODWAY MASTER FEE SCHEDULE
XI. BUILDING PERMITS AND OTHER COMMUNITY SERVICES & DEVELOPMENT DEPARTMENT FEES

A.	General construction permit fees (Penalty for no permit: Double fee for first offense; double fee +\$200.00 for subsequent offenses)
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WOODWAY, TEXAS

Adopted: August 30, 2018
 Effective: October 1, 2018
 Page 7 of 11

1.	New residential/commercial/industrial building/deck/patio cover, per square foot of total slab space + floor space of upper levels	\$0.21
	Minimum fee	\$75.00
2.	Repairs/remodels/alterations/additions, per each one thousand dollars (\$1,000.00) of construction cost (\$1,000.00 to \$200,000.00)	\$9.00
	Construction cost over \$200,000.00, per square foot for repaired/remodeled/ altered floor area	\$0.21
	Minimum fee	\$75.00
3.	Accessory structures	
a.	Buildings	\$9.00/\$1,000.00 of construction cost Minimum \$40.00 for accessory building < 200 square feet Minimum \$75.00 for accessory building ≥ 200 square feet
b.	Wind energy systems	\$9.00/\$1,000.00 of project cost Minimum \$125.00
4.	Second inspection review	\$45.00
5.	Swimming pool permit	\$100.00
6.	Repair/recover/reroof existing buildings	\$35.00
7.	Lawn sprinkler system permit with new or replacement backflow assembly	\$40.00
8.	Miscellaneous - non-permit inspections - commercial checks	\$35.00
9.	Carport, per each one thousand dollars (\$1,000.00) of construction cost	\$9.00
	Minimum fee	\$75.00
10.	Natural Gas/Propane repairs and testing	\$35.00
11.	Plumbing, mechanical, electrical, and natural gas/propane	
a.	New residential construction	\$.06/square feet of living space
b.	Residential remodel/repair, all commercial	\$9.00 per each \$1,000.00 of construction cost Minimum \$75.00
12.	Commercial parking lot permit, per each one thousand dollars (\$1,000.00) of construction cost	\$9.00
	Minimum fee	\$75.00
13.	Water heater replacement	\$40.00
14.	Replace/repair water/sewer yard lines	\$35.00
15.	Pod/temporary storage container permit (residential) - 30 calendar days, with a maximum of 60 days in a one year period	\$25.00 for 30 calendar days
B.	Signs	
1.	Minimum fee	\$25.00
2.	Non-electrical signs: Zero (0) to thirty-six (36) square feet face area, each sign/side	\$25.00
	All over thirty-six (36) square feet area, each sign/side	\$35.00
3.	Electrical signs: Zero (0) to thirty-six (36) square feet face area, each sign/side	\$60.00
	All over thirty-six (36) square feet area, each sign/side	\$70.00
4.	Billboards, commercial, each panel	\$25.00
C.	House moving	
1.	House moved outside city limits	\$50.00
2.	House moved within city limits	\$100.00
D.	Demolition - Minimum fee, plus actual costs incurred in the event the City is required to perform any services	\$50.00
E.	Water system tap charges	
1.	Where tap already exists and can be readily located	
a.	¾" meter water availability fee	\$550.00
b.	1" meter water availability fee	\$600.00
c.	Change out ¾" meter to 1" meter, at same location	\$400.00

WOODWAY, TEXAS

Adopted: August 30, 2018

Effective: October 1, 2018

Page 8 of 11

2.	Where tap does not exist, is not readily located, or paving cut required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs	
a.	1" water tap / 3/4" meter	Minimum \$1,500.00
b.	1" water tap / 1" meter	Minimum \$1,500.00
3.	Larger mainline tap	Fee computed using standard fees plus the additional cost of labor and materials, as determined by City Manager
4.	Other charges	Charges for existing service to larger service will be accomplished on a labor and materials cost basis, as determined by the City Manager
5.	Water meter equivalency fee	\$1,400.00 per LUE (living unit equivalent)
F.	Public sewer system tap charges (Mandatory connection to the sanitary sewer system is required within city's limits, except where the nearest sanitary sewer is more than two hundred (200) feet from any part of the property)	
1.	Mainline tap for standard 4" tap where tap already exists and can be readily located	\$325.00
2.	Mainline tap for standard 4" tap where tap is not readily available, manhole bore, or pavement cut is required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs	Minimum \$1,000.00
3.	Commercial tap	Cost to be determined by City Manager based on cost recovery
4.	Other taps	Cost to be determined by the City
G.	Public street and sidewalk construction permit charges	
1.	Permit to construct street, drive approach, sidewalk, street intersection, or curb and gutter	\$35.00
2.	Permit to open, dig into, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way or place	\$25.00
H.	Platting fees	
1.	Preliminary plat/replat application fee	\$150.00
2.	Final plat, final replat, or amended plat application fee	\$250.00
3.	Preliminary plat/replat, final plat/replat, or amended plat review fees	
a.	First review (fee included with application fee)	\$0.00
b.	Subsequent review(s)	Applicant to reimburse City at cost
4.	Final plat, replat, or amended plat - County filing fee	Applicant to reimburse City at cost
I.	Construction plan review	
1.	First review of non-residential construction plans	\$0.00
2.	Subsequent review(s) of non-residential construction plans	Applicant to reimburse City at cost
J.	Processing fee (due to public hearing requirements) for "Application to Develop in Planned Zoning" and "Application to Develop a Church or School in Residential Zoning"	\$300.00
K.	Processing fee (due to public hearing requirements) for "Application for Change in Zoning Classification"	\$300.00

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

A.	Gymnasium rental (fees due when booked/non-refundable in event of cancellation) per day	(20% Discount for "Friends") \$50.00 per hour (2 hour min.) \$350.00 max. per day
B.	Gymnasium standing rentals	\$40.00 per hour
C.	Activity registration - youth	
	1. Woodway resident	\$75.00 (\$20.00 Discount for "Friends")
	2. Non-Woodway resident	\$80.00 (\$20.00 Discount for "Friends")
D.	Activity registration - adult	
	1. Woodway resident	\$50.00 (\$20.00 Discount for "Friends")
	2. Non-Woodway resident	\$55.00 (\$20.00 Discount for "Friends")
E.	End of season tournament	\$25.00 per team
F.	Summer camp - per session	\$50.00 (\$20.00 Discount for "Friends")
G.	Tournament registration -individual	\$15.00 per person
H.	Sponsorships	
	1. Team (advertise on back of t-shirts)	\$200.00
	2. Center (advertise at center - 3' x 6' banner - one year term)	\$250.00
I.	Walk-in use during business hours	\$3.00/person
K.	Annual membership - "Friends of the Woodway Family Center"	\$96.00

NOTE: All City-sponsored events approved by the City Manager are exempt from paying these fees.

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

Resolution #	Date of Adoption	Section Amended
R-98-10	09/14/1998	Section I
R-98-16	11/09/1998	Section II.A - II.E.
R-99-05	02/22/1999	Section II.B.
R-99-08	03/22/1999	Section III.
R-99-09	04/12/1999	Section II.F.
R-99-14	07/12/1999	Section III.B.2.b.
R-99-17	08/09/1999	Section II.A.1.c. & 2.c.; II.G., IV
R-00-01	01/10/2000	Section V.A
R-00-05	02/28/2000	Section II.F.
R-00-12	09/11/2000	Section II.A.(1.b.-c. & 2 b.-c.); II.B.2.b.; II.E.; II.H.; III; IV
R-01-18	07/23/2001	Section II.A.(4.a.-b.)
R-01-19	09/10/2001	Section I.B.1.; II.A.(1.a.-b., 2 a.-b., & 3), II.B.; II.D.; II.E.2.; III; VI
R-02-16	09/16/2002	Section II.B.; II.E.; II.E.2.; II.G.(1. & 2.)
R-03-11	09/15/2003	Section II.C.; II.D.; II.E.; II.H.; III.B.(3.c.)
R-03-21	12/08/2003	Section VII.A.-VII.D.; Section VIII.A.-VIII.B.
R-04-03	04/26/2004	Section IV.A. - IV.C.
R-04-08	08/23/2004	Section V.B.; Section IX.A -IX.I.
R-04-13	09/13/2004	Section III.B.1.-4.; Section V.; Section VII.A.,B.,D.; Section IX.; Section X.
R-05-19	09/12/2005	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-19.
R-05-27	11/28/2005	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-27.
R-06-05	03/27/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-05.
R-06-15	09/11/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-15.
R-06-18	10/02/2006	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-18.
R-07-07	04/09/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-07.
R-07-15	07/09/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-15.
R-07-19	09/10/2007	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-19.
R-08-17	09/08/2008	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-08-17.
R-09-16	09/01/2009	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-09-16.
R-10-11	09/01/2010	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-10-11.
R-11-03	01/24/2011	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-03.
R-11-06	02/14/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-06.
R-11-16	08/29/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-16.
R-11-18	10/24/11	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-18.
R-12-02	01/09/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-02.
R-12-17	06/11/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-17.
R-12-20	08/20/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-20.
R-12-22	09/10/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-22.
R-12-23	09/24/12	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-23.
R-13-04	04/08/13	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-04.
R-13-07	09/03/13	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-07.

WOODWAY, TEXAS

Adopted: August 30, 2018

Effective: October 1, 2018

Page 11 of 11

R-14-04	03/24/14	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-04.
R-14-11	09/05/14	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-11.
R-15-06	04/13/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-06.
R-15-10	06/22/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-10.
R-15-12	08/24/15	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-12.
R-16-16	08/29/16	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-16-16.
R-17-16	08/31/17	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-17-16.
R-18-16	08/30/18	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-18-16.

CHART OF ACCOUNTS



WOODWAY, TEXAS

CHART OF ACCOUNTS

Funds

- 100 ***General Fund** - includes general government activities, public safety, streets, parks, etc. These services are financed by taxes, charges for services, fines, and interest.
- 101 ***General Emergency Reserve** - maintains an emergency reserve balance for General Fund operations as required by Finance Policy #200.10.
- 103 ***General Equipment Replacement** - accounts for routine equipment replacement purchases on a payback basis from the General Fund.
- 200 ***Tourism Fund** - accounts for hotel occupancy tax revenue and expenditures authorized by State law.
- 203 **Unclaimed Money Fund** - accounts for unclaimed property under \$100 as required by Chapter 76 of the Texas Property Code.
- 209 **Franchise Security Deposits** - accounts for security deposits received from entities with franchise agreements with the City. Deposits may be used by the City in a remedy situation and must be reimbursed by the entity.
- 210 **Drug Seizure/Forfeiture** - accounts for money seized in drug related incidents as well as the forfeiture of these funds and authorized expenditures.
- 211 **Law Enforcement Continuing Education** - accounts for funds received from the state for the sole purpose of law enforcement officer education.
- 212 **Building Security - Municipal Court** - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of improving municipal court building security.
- 213 **Municipal Court Technology** - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of financing the purchase of technological enhancements for a municipal court
- 214 **Muni Court - Child Safety Fund** - established in September 2001 this fund accounts for court fees assessed for the offense of Passing a School Bus Loading or Unloading. Funds are restricted to expenses related to enhancing child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.
- 215 **Asset Forfeiture** - accounts for money received from the sale of seized assets.
- 300 ***Park Capital Projects** - accounts for park improvements as approved by the City Parks & Recreation Commission. Projects are funded by annual transfers from the General Fund.
- 301 **Park Dedications** - accounts for funds collected in lieu of parkland dedications to be used for park development within specified zones of the City.
- 302 ***General Capital Projects** - provides a funding source for general City projects typically significant in cost. Revenue sources for this fund include surplus funds transferred from the General Fund and interest.
- 306 ***Future Capital Street Improvements** - established in FY2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements.
- 308 **Arboretum Construction Fund** - accounts for construction and capital needs of the Carleen Bright Arboretum. Financing sources include bond proceeds, donations, and internal transfers.
- 309 **Development Fund** - established in FY2001 to account for new Economic Development and Community Development initiatives. Programs are funded by internal transfers.
- 310 **Family Center Construction Fund** - accounts for construction and capital needs of the Family Center. Financing sources include donations, and internal transfers.
- 311 ***Long-Term Capital Projects Fund** - established in FY2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements.
- 400 ***General Debt Service** - accounts for ad valorem tax revenues and expenditures for general debt service.
- 500 ***Utility Fund** - accounts for water and sewer services that are self-supporting and operate much like a private business.
- 501 ***Revenue Debt Service** - accounts for debt service related to water and sewer activities. Funds are provided as transfers from the Utility Fund.
- 502 ***Utility Emergency Reserve** - maintains an emergency reserve balance for Utility Fund operations as required by Finance Policy #200.10.
- 503 ***Utility Equipment Replacement** - accounts for routine equipment replacement purchases on a payback basis from the Utility Fund.
- 504 ***Utility Capital Projects** - provides a funding source for water and sewer related projects typically significant in cost. Revenue sources for this fund include transfers from the Utility Fund and interest.
- 507 **Utility Impact Improvements** - accounts for impact fee revenues received for future water and sewer capital improvements resulting from economic growth as provided for in the City's impact fee program.
- 513 ***16 Utility Improvements** - accounts for bond funds issued in 2016 for water and sewer utility improvements.
- 514 ***17 Utility Improvements** - accounts for bond funds issued in 2017 for water and sewer utility improvements.
- 800 **General Fixed Assets** - accounts for the City's general government fixed assets.
- 900 **General Long Term Debt** - accounts for the City's general long term debt liability.
- 998 **Pooled Cash Fund** - accounts for the City's combined cash accounts.

***Major Funds**

Divisions

General Government

4101 City Secretary's Office
 4103 Administration
 4105 Finance
 4109 Non-Departmental

Impact Fees

4801 Roadway Service Area 1
 4802 Roadway Service Area 2
 4803 Roadway Service Area 3
 4804 Water Impact Fees
 4805 Sewer Impact Fees

Public Safety

4201 Police/Fire/Animal Control
 4203 Municipal Court

Community Services

4301 Streets
 4302 Sanitation
 4303 Parks
 4304 Public Buildings
 4305 Drainage
 4306 C.S. Admin/Code Enforcement

Public Utilities

4501 Water Services
 4502 Sewer Services
 4503 Customer Services

Community Programs

4603 Woodway Family Center
 4604 Community Development
 4605 Economic Development
 4606 Woodway Beautiful
 4607 Youth Commission
 4608 Tourism
 4609 Carleen Bright Arboretum

Debt Service

4702 Series 2002
 4703 Series 2003
 4705 Series 2005
 4706 Series 2006
 4707 Series 2007
 4709 Series 2009 (Refunding)
 4710 Series 2009
 4711 Series 2011 (Refunding)
 4716 Series 2016 (Refunding)
 4717 Series 2016
 4718 Series 2017
 4770 Series 74 1st Lien
 4771 Series 74 Jr Lien
 4787 Series 87
 4789 Series 89
 4792 Series 92
 4793 Series 93
 4794 Series 94
 4795 Series 95
 4797 Series 1997
 4798 Series 1998

WOODWAY, TEXAS

Expenditure Accounts

Salaries & Wages

11	<u>Regular Employees</u>	
	01	Service/Maintenance
	02	Office/Clerical
	03	Technical
	04	Sworn Personnel
	05	Professional
	06	Management/Supervision
12	<u>Temporary Employees</u>	
	01	Temporary/Seasonal
13	<u>Overtime</u>	
	01	Overtime
14	<u>Other</u>	
	01	Employee Firefighters

Employee Benefits

21	01	Health Insurance
22	01	FICA/Medicare
23	01	TMRS
25	01	Unemployment
26	01	Worker's Compensation
27	<u>Other</u>	
	01	Car Allowance
	02	Uniform Service
	03	Immunizations
	04	Team Incentives
	05	Incentive Pay

Professional & Technical Services

31	01	Special Studies
	02	Contract Labor
	03	Boards & Commissions
	04	Audit Services
	05	Tax Collection
	06	Appraisal District
	07	Legal Fees
	08	Engineering Fees
	09	Jury Service
	10	Service Charges - GF
	11	Record Filing Fees
	12	Public Health District

Other Professional

33	01	Schools/Conferences
	02	Animal Control
	03	Employment Screening
	04	Recruiting
	05	Ambulance Charges
	06	Bank Service Charges

Utility Services

41	01	Water Purchase Charges
	02	Water System Fee
	03	Water Service
	10	Sewage Treatment Charges/BRA
	20	Uncollectible UB

Cleaning Disposal Services

42	11	Disposal - Landfill
	12	Collection - Residential
	13	Collection - Commercial
	14	Collection - Hazard Waste
	15	Blue Bags
	16	Collection - Storm Cleanup
	20	Uncollectible UB

Repair & Maintenance Services

43	01	Motor Vehicles
	02	Office Equipment
	03	Machinery & Equipment
	04	Heavy Equipment
	05	Pumps & Equipment
	06	Buildings & Grounds
	07	Streets/Disaster Drill
	08	Parks
	09	Lift Stations
	10	Mainlines
	11	Storage Tanks
	12	Meters
	13	Fire Hydrants

Rentals

44	20	Machinery/Equip Rental
	21	Office Equipment Rental

Insurance

52	01	Property/Liability
	02	Surety Bond

Other Services

53	01	Communications
54	01	Newspaper Notices
55	01	Printing
55	02	Newsletter
56	01	Mail Handling

General Supplies

61	01	Office Supplies
	02	Computer Supplies
	03	Postage
	04	Film & Developing
	05	Motor Vehicle Supplies
	06	Botanical Supplies
	07	Minor Tools
	08	Traffic Supplies
	09	Janitorial Supplies
	10	Chemicals
	11	Fire/Safety Gear
	12	Risk Mgmt Supplies
	13	Community Programs
	14	Election Supplies
	99	Fuel Clearing

Expenditure Accounts Cont.

Energy Supplies

62 01 Gas Service
 02 Electric Service

Food

63 01 Food/Memorials
 02 Banquets/Awards

Books and Periodicals

64 01 Subscriptions/Memberships

Capital Outlay - Property

71 01 Land
 72 01 Buildings & Improvements
 73 01 Water Wells
 02 Water Storage Tanks
 03 Water Pumps/Wells
 04 Water Mainlines
 05 Water Meters
 06 Sewer Mainlines
 07 Sewer Lift Stations
 08 Fire Hydrants
 09 Sewer Treatment System
 74 01 Machinery & Equipment
 02 Vehicles
 03 Office FF&E
 04 Heavy Equipment

52 94 Debt Service
 53 95 Debt Service
 54 97 Debt Service
 55 98 Debt Service
 56 02 Debt Service
 57 03 Debt Service
 58 05 Debt Service
 59 06 Debt Service
 60 09 Debt Service (Refunding)
 61 09 Debt Service
 62 11 Debt Service (Refunding)
 63 16 Debt Service
 80 07 Debt Service
 81 16 Debt Service (Refunding)
 82 16 Debt Service
 83 17 Debt Service

Debt Service

82 01 Principal Paid on Bonds
 02 Interest Paid on Bonds
 03 Agents Fees
 04 Bond Issue Costs
 05 Bond Cost Amortization

Other Expenditures

80 01 Contingency
 02 Annual Event
 03 Visitor Information Center
 04 Arts Organizations and Programs
 05 Conventions
 06 Arboretum
 07 Tourism Advertising and Promotions
 08 Conference Sponsorships
 09 N.E.T. Initiatives
 10 Dedicated Memorials

Transfers

81 01 Grant Matching
 02 Rate Case Contingency
 03 Equipment Replacement
 04 Park Capital Projects Reserve
 05 Capital Projects
 06 Whitehall Visitors Center
 07 Arboretum
 08 Tourism Fund
 09 Development Fund
 10 General Fund
 11 Utility Fund
 12 GF Emergency Reserve Fund
 13 UF Emergency Reserve Fund
 14 General Projects
 50 74 Debt Service
 51 87 Debt Service

WOODWAY, TEXAS

Capital Projects

10101	Merrifield Pad & Walls	20154	Sewer - Backhoe Repair
20001	Woodfest	20155	Sewer - Man Lift
20101	Admin - Staff Car	20156	Compressed Air Foam System
20102	PS - Patrol Vehicles	20157	Dictaphone Recorder System
20103	Water - 3/4 Ton Truck	20158	Vacuum Truck
20104	Sewer - Backhoe	20159	Sewer Line Video Camera
20105	Sewer - Pickup Trucks	20160	P.S. - Miscellaneous Fire Equipment
20106	Inspections - Truck	20161	M.C. - Electronic Ticketers
20107	Public Safety Pumper Truck	20162	Welder
20108	Shredder	20163	P.S. - Reverse 911 System
20109	Streets - 3/4 Ton Pickup Truck	20164	Utility Trailer
20110	Parks - 3/4 Ton Pickup Truck	20165	Cement Mixer
20111	Customer Service - Compact Truck	20166	Concrete Mixer
20112	Tractor with Hydraulic Box Blade	20167	Alarm Monitors
20113	Air Compressor	20168	P.S. - Alarm Direct Equipment
20114	Pavement Breaker	20169	P.S. - Search/Drug K-9
20115	Animal Control - Compact Truck	20170	P.S. - Mobile Data Terminal
20116	Streets - Dump Truck	20171	P.S. - Fire Truck Maintenance
20117	Parks - Riding Mower	20172	Family Center - Copier
20118	Carleen Bright Arboretum - Utility Vehicle	20173	Family Center - Scoreboards
20119	Carleen Bright Arboretum - Mower	20174	Water - Tank Inspection
20120	Customer Service - Heavy Duty Laser Printer	20175	Water - Master Meters
20121	Computer I.D. System	20176	Water - Valve Machine
20122	P.S. - Bullet Proof Vests	20177	Water - Lift/Rescue Unit
20123	P.S. - SRT Entry Vests	20178	Admin - Laser Fiche
20124	P.S. - Card Video Cameras	20179	PS - Mobile Laptop Computers
20125	Streets - Vibratory Roller	20180	PS - Surveillance Equipment
20126	Adm/Insp - 1/2 Ton Pickup	20181	PS - Training System
20127	Water - Backhoe Loader	20182	CS - Surveying Equipment
20128	Sewer - Dump Truck	20183	Parks - Walk Behind Mower
20129	Water - Leak Locator	20184	PS - Digital Radios
20130	P.S. - Thermal Imager	20185	PS - Armored Vehicle Overhaul
20131	P.S. - Radar Unit	20186	Streets - Backhoe
20132	P.S. - Redman Training Suit	20187	WFC - Marquee
20133	P.S. - Interior Vehicle Equipment	20188	WFC - Gym Floor Machine
20134	P.S. - Light Bars	20189	Sewer - Generators
20135	M.C. - Computer System	20190	Sewer - Pipeline Meter
20136	IBM AS400 Computer Upgrade	20191	Arboretum - Commercial Trimmer
20137	Water - Electronic Meters	20192	Arboretum - Tapping Machine
20138	Water - CL2 Equipment	20193	LAS Injection System
20139	Water - CL2 Houses	20194	PS - Training Target System
20140	P.S. - Pagers	20195	Streets - Heated Emulsion Compartment
20141	P.S. - Breathing Apparatus	20196	PS - AR15 Rifles
20142	P.S. - Mobile Radios	20197	City Wide Computer System
20143	P.S. - Fire Truck	20198	PS - Glock Handguns
20144	Generator	20199	PS - SCBA Air Compressor
20145	Trench Box	20200	PS - SCBA Air Cylinders
20146	Playground Equipment	20201	Streets - Dump Truck
20147	Track Excavator	20202	Sewer - SCADA System
20148	Trash Pump	20203	Well/Pump Repairs - Tater Hill
20149	Pump	20204	PS - All Terrain Vehicle
20150	P.S. - Electronic Stun Guns	20205	PS - IPAD Mobile Conversion
20151	Well/Pump Repairs - 84 Well	20206	Streets - Street Cutter
20152	Well/Pump Repairs - Bosque Well	20207	PB - Fuel Tracking System
20153	Well/Pump Repairs - Business Acres Well	20208	PS - Dispatch Consoles

Capital Projects Cont.

20209	Streets - Brush Chipper	30243	Sidewalks
20210	P.S. - Ballistic Helmets	30244	Remodel City Hall
20211	P.S. - Hostage Negotiations System	30245	New Community Services Offices
20212	PB - Ice Machine For City Shop	30246	Gas Tank Canopy
20213	Water - Lawn Mower	30247	New City Hall & Furniture
20214	Water - Chlorine Scales	30248	Property - 1308 Wood Valley
20215	Water - Fire Hydrant Meter	30249	Hwy 84 Tower Lighting
20216	Water - Jackhammer	30250	Public Safety Remodel
20402	Arboretum - Phase II	30251	Paint Public Buildings
21301	P.S. - License Plate Reader	30252	Property - Estates Drive
21302	M.C. - Desktop Computer	30253	9017 Kingswood Drainage
21303	M.C. - Laserfiche System	30254	Property - 844 Estates
30001	Woodway Park Signage/Security Improv.	30255	P.S. - Digital Radio Conversion
30002	Park Restroom Repair	30256	Replace Roof - 924 Estates
30003	Disc Golf	30257	Replace A/C - 924 Estates
30004	Backstops	30258	1218 & 1220 Wood Valley
30005	Whitehall Park Improvements	30259	Hwy 84 Beautification
30006	Playground Equipment/Improvements	30260	Repair Public Safety Building
30007	Poage Park Improvements	30261	Poage Drive Cape Seal
30008	Athletic Field Complex	30262	Replace A/C - 920 Estates
30009	Woodway Elementary Park Improvements	30263	Public Bldgs - Parking Lots
30010	Marquee	30264	Harbor Drive Reconstruction
30011	Playground - Woodway First Baptist	30265	Bosque & Estates Cape Seal
30012	Woodway Park Restroom	30266	Council Room Upgrades
30013	Family Center Improvements	30267	Parking/Expansion (WFC)
30014	Whitehall Parking Lot	30268	PB - Rehab Fuel Tank
30015	Misc Parks Board Projects	30401	Santa Fe Street Improvement
30201	Cherry Creek Drainage	30402	Taos Street Improvement
30202	Long Range Plan/Impact Fee Program	30403	Old McGregor/Taos/Santa Fe Street Improve
30203	Plantings/Beautification	30404	Estates/Bob-O-Link Street Improvement
30204	Bosque/Estates - Buttons	30405	Cherry Creek Drive
30205	Estates/84 Improvements	30406	Cherry Creek Place
30206	Service Center	30407	Bob-O-Link
30207	Outdoor Classroom	30408	Lazy River
30208	Public Safety Training Grounds	30409	Douglas
30209	ADA Improvements	30410	Broad
30210	Early Warning System	30411	Cactus
30211	Park Planner	30412	Deb
30212	Alarm Monitoring System	30413	Falcon
30213	Alarm System Consultant	30414	Thrush
30214	Woodfall Repair	30415	Whippoorwill (Cardinal to Estates)
30215	Wedgewood Repair	30416	Whippoorwill (Cardinal to Ivy Ann)
30216	Service Center Fuel Facility	30417	Ivy Ann (Woodland West-End)
30217	City Hall Improvements	30418	Cardinal
30218	AS400 Computer Upgrades/HTE	30419	Business Acres Drainage
30219	Fire Bay Ceiling	30420	Fairway Road Culvert
30220	Equipment Canopy	30421	Fairway Road Bridge
30221	Sand/Gravel Material Storage	30422	Year 2000 CIP - Group 1
30222	Public Safety Building Correction Const.	30423	Year 2000 CIP - Group 2
30223	Park Road Improvements	30424	Year 2001 CIP
30224	Public Information Marquee	30425	Year 2002 CIP
30225	Inspection Office Renovation	30427	Year 2004 CIP
30230	Slurry Seal	30601	Richie Road Bridge
30240	Landscaping	30602	2008 Capital Improvements
30241	P&Z Manual/Code Revisions	30603	West Fairway Improvements
30242	Building - 1124 Fairway	30801	Whitehall Center Floor
		30802	Whitehall Center French Drain

Capital Projects Cont.

30803	Whitehall Center Back Porch	50428	Water - Paint Bosque Tank
30804	Whitehall Center Maintenance Area Fencing	50429	Water - Disinfection System
30805	Whitehall Center Demolish & Remove House	50430	The Woods Lift Station
30806	Whitehall Center Camera Security System	50431	Water - Elysian Waterline
30807	Whitehall Master Plan	50432	Water - Pressure Tank Repairs
30808	Whitehall Event Building	50433	Sewer - Sandalwood Storm Sewer
30809	Whitehall Concrete Replacement	50434	Sewer - Fairway Interceptor
30810	Pavilion Interior	50435	Water - Pressure Tank Rehab
30811	Whitehall Renovations	50436	Water Tater Hill Tank Rehab
30812	CBA - Paint Whitehall	50437	Water - Master Plan Update
30813	CBA - Pond Feasibility Study	50438	Water - Hwy 84 Tank Rehab
30814	CBA - Pavilion Curbs	50439	Water - Brentwood Waterline
30815	CBA - Pavilion Generator	50440	Water - Fairway & Catalina
30816	CBA - Parking Lot	50441	Sewer - Main Relocation
30817	CBA - Property (1216 Wood Valley)	50442	Water - Acorn Tank Rehab
30818	CBA - Pavilion Fountain	50443	Water - Bosque/Santa Fe Water Line
30819	CBA - Pavilion Improvements	50501	Acorn Well Pumping/Piping
31001	Family Center Gymnasium Floor	50502	Bosque Well Pumping/Piping
31002	Family Center Exterior Paint	50503	Business Acres Well Pumping/Piping
31003	Family Center Interior Paint	50504	Santa Fe Well Pumping/Piping
31004	Family Center Bathroom Stalls	50505	Paint Storage/ Pressure Tanks
31005	Family Center Playground Equipment	50801	Santa Fe Storage Tank
31006	Family Center Ball Field Fencing	50901	Hwy 84 Water Well
31007	Family Center Erosion Control Plants	51101	WMARSS Improvements
31008	Family Center Capital Improvements	51102	Sewer Emergency Repairs
31009	Family Center Roof	51201	Business Acres Water Well
31010	Family Center Master Plan	51301	Water - McGregor Water Line
31011	Family Center Soccer Fields	51302	Sewer - La Salle Lift Station (WMARSS)
31012	Family Center Parking/Expansion	51401	2017 Utility Improvements
50401	Surface Water Connections		
50402	Rainbow Lake Interconnect		
50403	Wedgewood/Woodland West PRV		
50404	Atlas Sewer Line		
50405	Lift Station Rehabilitation		
50406	Lift Station Telemetry		
50407	Lift Station Gen Sets		
50408	Poly Service Replacements		
50409	Dominion Park Sewer Line		
50410	Sewer Line Camera Work		
50411	Poage Drive Project		
50412	Water System Study		
50413	Santa Fe Storage Study		
50414	Rehab Merrifield/G Branch		
50415	Cherry Creek Lift Station		
50416	Deer Ridge Lift Station		
50417	Rework Pump Houses		
50418	Misc Pump/Well Repairs		
50419	Misc Fire Hydrant Maintenance		
50420	Santa Fe/Old McGregor Improvements		
50421	McGregor Tank Repair		
50422	Shadow Mountain Lift Station		
50423	Crown Ridge Lift Station		
50424	Inflow & Infiltration Analysis/Repairs		
50425	Badger Ranch - Up Size Sewer		
50426	Storage Building		
50427	Wooded Crest Utility Improvements		

BUDGET GLOSSARY



BUDGET GLOSSARY

This document contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader, a budget glossary follows:

ACCRUAL BASIS. The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES. Expenses incurred but not due until a later date.

AD VALOREM TAXES. (Current) All property, real personal, mixed tangible, intangible, annexations, additions, and improvements to property located within the taxing units jurisdiction which are subject to taxation on January 1 of the current fiscal year. Following the final passage of the appropriations ordinance, City Council sets the tax rate and levy for the current fiscal year beginning October 1 and continuing through the following September 30th.

AD VALOREM TAXES. (Delinquent) All taxes are due on receipt of bill and are delinquent if not paid before February 1 of the fiscal year in which it is imposed.

AD VALOREM TAXES. (Penalty and Interest) A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month of portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, the delinquent tax on July 1 incurs a total penalty of twelve (12%) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. If a person exercises the split-payment option, as provided by the Property Tax Code, and fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of (12%) percent of the amount of the unpaid tax. A delinquent tax incurs at the rate of one (1%) percent for each month or portion of a month the tax remains unpaid.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION. A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the McLennan County Appraisal District.)

BALANCED BUDGET. A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

BOND. A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects (such as buildings, streets, and water and sewer improvements).

BUDGET. A financial plan of projected resources and proposed expenditures for a given period.

BUDGET CALENDAR. The schedule of key dates or milestones which the City follows in the preparation, adoption, and administration of the budget.

BUDGETED FUNDS. Funds that are planned for certain uses but have not been formally or legally authorized by the legislative body. The budget document that is submitted for Council approval is composed of budgeted funds.

CAPITAL EXPENDITURES. Outflows of spendable resources that result in the acquisition or upgrade of physical assets such as property, buildings, or equipment. They should have a useful life of more than two years and a monetary value of \$1,000 or more.

CAPITAL OUTLAYS. Expenditures that result in the acquisition of or addition to fixed assets.

CAPITAL PROJECTS FUND. A fund created to account for financial resources to be used for acquisition or construction of major capital facilities (other than those financed by proprietary funds, special assessments, and trust funds).

CASH BASIS. A basis of accounting under which transactions are recognized only when cash changes "hands".

CERTIFICATES OF OBLIGATION (CO). Legal debt instruments used to finance capital projects. They are secured by the ad valorem taxing power of the issuing government and do not require voter authorization.

COST ACCOUNTING. That method of accounting which provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operations, or to complete a unit of work or a specific job.

CREDIT RATING. The credit worthiness of a government unit as determined by an independent rating agency.

CURRENT TAXES. Taxes that are levied and due within the current year.

DEBT SERVICES. Principal and interest obligations for bonds and other debt instruments according to a pre-determined payment schedule.

DEFICIT. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

DELINQUENT TAXES. Taxes that remain unpaid on and after the date on which a penalty for non-payment is assessed.

DEPRECIATION. The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation, or the reserve cost, in order to replace the item at the end of its useful life.

DESIGNATED FUND EQUITY. The excess of a fund's assets over its liabilities and reserves which has been officially assigned a particular purpose by the governmental board.

DIVISION. An administrative segment of the City which indicates management responsibility for an operation or a group of related activities within a functional area.

ENTERPRISE FUND. A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) for providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Examples of Enterprise Funds are those for water and sewer systems.

ENCUMBRANCES. Commitments related to unperformed (executory) contracts for goods or services.

EXPENDITURE. This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended when goods or services are received.

EXPENSES. Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

FISCAL YEAR. The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Woodway has specified October 1 to September 30 as its fiscal year.

FIXED ASSETS. Assets of a long-term character which are intended to continue to be held or used, such as land, building, improvements other than buildings, machinery and equipment.

FRANCHISE TAX. This is a charge paid for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except Ad Valorem and special assessment taxes for public improvements.

FULL TIME EQUIVALENT (FTE). A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal, or temporary employees into hours worked by full-time employees. Full-time employees work 2,080 hours annually. A part-time employee working 1,040 hours annually represents a .50 FTE.

FUNCTION. A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

FUND. An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE. Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

GENERAL FUND. The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS (GO). Bonds that finance a variety of public projects such as streets, building, and improvements. These bonds are backed by the full faith and credit of the issuing government and require voter authorization.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards of and guidelines to financial accounting and reporting. These principles: govern the form and content of the basic financial statements of an entity; encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time; include not only broad guidelines of general application, but also detailed practices and procedures; and, provide a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS. It refers to the General Fund, all Special Revenue Funds and the Debt Service Fund.

GRANTS. Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity, or facility.

HOME RULE CITY. A Texas municipality that operates under a municipal charter that has been adopted or amended as authorized by Article XII, section 5, of the Texas Constitution. A home rule city must have a population of more than 5,000 people and be governed by the State Constitution of Texas as opposed to the state laws of Texas.

HOTEL/MOTEL TAX. Pursuant to a State law, a tax is levied upon the cost of occupancy of any room or space furnished by any hotel/motel. The current rate of taxation is 13% (7% of which is paid to the City and budgeted for limited uses and 6% of which is collected by the State).

INTERFUND TRANSFERS. Amounts transferred from one fund to another.

INTERNAL SERVICE FUNDS. A fund used to account for the financing of goods or services provided by one City department or cost center to other departments, on a cost-reimbursement basis.

INVESTMENTS. Securities and real estate held for the generation of revenue in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

LEVY. (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

LONG-TERM DEBT. Debt with a maturity of more than one year after the date of issuance.

MODIFIED ACCRUAL BASIS. The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under this basis, revenues are recognized when they become both "measurable" and "available to finance expenditures within the current period". Expenditures are recognized when the related fund liability is incurred except for: (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earning on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

OPERATING BUDGET. A plan of current year expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of government are controlled.

OPERATING TRANSFERS. All interfund transfers other than residual equity transfers.

ORDINANCE. A formal legislative enactment by the governing board of a municipality. If an ordinance is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter is less formal and has a lower legal "status". Ordinarily, statutes or charters will specify or imply those legislative actions which must be by ordinance and those which may be by resolution. Revenue raising measures such as these required for imposition of taxes, special assessments and service charges, universally require ordinances.

OVERLAPPING DEBT. The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government which must be borne by property within each government.

PERFORMANCE MEASURES. Specific quantitative and qualitative measures of work performed as an objective of the department.

PROGRAM DESCRIPTION. A description of the nature of service delivery provided at a particular level of funding.

PROGRAM OBJECTIVES. Program objectives are quantifiable steps toward accomplishing stated goals. Objectives should have a specific time frame or measurable achievement, and should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

PROGRAM GOALS. Goals identify the end result the division/department desires to achieve with its activities, but goals are often ongoing and may not be achieved in annayer.

PRODUCTIVITY MEASURES. Productivity measures should reflect how well a program is performing its activities to meet the needs of the public and the organization, and they should measure productivity, effectiveness, efficiency or the impact of a services provided. While activity measures indicate "how much" activity the division/department is performing, productivity measures identify "how well" the division/department is performing.

PROPERTY TAX. Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

PROPRIETARY FUND. Funds, within a governmental accounting system, that operate like business entities. These funds are characterized as either enterprise or internal service funds.

RESERVE. An account or fund restricted for a specific purpose and is, therefore, not available or recommended for general appropriation.

RETAINED EARNINGS. An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUE BONDS. Bonds for which principal and interest are payable exclusively from earnings from an Enterprise Fund. in addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

REVENUES. (1) Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers. Under NCGA Statement 1, general long-germ debt proceeds and operating transfers in are classified as "other financing sources" rather than revenues. (2) Increases in proprietary fund type net total assets from other than expense refunds, capital contributions, and residual equity transfers. Under NCGA Statement 1, operating transfers in are classified separately from revenues.

ROW. Right of Way

SALES TAX. A general "sales tax" is levied on all persons and businesses selling merchandise in the City limits on a retail basis. The current sales tax rate for the City is 8.25% (with only 1.5% rebated to the City from the State).

SCADA. Supervisory Control and Data Acquisition

SERVICE CHARGES. Service charges are allocated to all Enterprise Fund activities (e.g., water/sewer) for indirect management and administrative support provided by General Fund departments.

SPECIAL REVENUE FUNDS. Funds that account for the accumulation and distribution of legally restricted resources to expenditures for a specific purpose.

SURPLUS. The excess of the assets or resources of a fund over its liabilities or obligations.

TAV. Taxable Assessed Valuations.

TAXES. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the public. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments (neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges).

UNDESIGNATED FUND EQUITY. The excess of a fund's assets over its liabilities and reserves which has not been officially assigned a particular purpose by the governmental board.

UNENCUMBERED BALANCE. The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

WMARSS. Waco Metropolitan Area Regional Sewage System is a regional sewage treatment plant owned by the cities of Bellmead, Hewitt, Lacy Lakeview, Lorena, Robinson, Waco and Woodway.

WORKING CAPITAL. Current assets less current liabilities.

WORKLOAD MEASURES. Workload measures reflect major activities of the division/department in terms of quantity of work accomplished. Workload measures should be able to be tracked with a reasonable amount of time and effort.