City of Cedar Park
Fiscal Year 2012 - 2013
Annual Budget Summary

Adopted September 13, 2012

Council Members:

Matt Powell	Mayor
Stephen Thomas	Place 1
Mitch Fuller	Place 2
Scott Mitchell	Place 3
Lowell Moore	Place 4
Tony Dale	Place 5/Mayor Pro-Tem
Don Tracy	Place 6

Brenda Eivens	City Manager
Sam Roberts	Assistant City Manager
Josh Selleck	Assistant City Manager
Joseph Gonzales	Director of Finance
Aaron Rector	Budget Manager

This page is left blank intentionally.

Vision Statement

Cedar Park is a safe, family oriented and business friendly community that makes the best use of all of its resources.

CEDAR PARK

Mission Statement

The mission is to provide the moral leadership, services, and infrastructure necessary to achieve a safe community and a high quality of life for all our citizens.

This page is left blank intentionally.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Cedar Park

Texas

For the Fiscal Year Beginning

October 1, 2011

President Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Cedar Park for its annual budget for the fiscal year beginning October 1, 2011.

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

This page is left blank intentionally.

TABLE OF CONTENTS

Budget Adoption Date	i
Vision and Mission Statements	iii
GFOA Distinguished Budget Presentation Award	v
Table of Contents	vii
User Information/Budget Process	xi
BUDGET MESSAGE	**1**
PERSONNEL	**7**
Organizational Chart	9
Officials List	10
Number Of Positions By Department	12
EXECUTIVE SUMMARY	**15**
Operating Summary by Fund	17
Consolidated Operating Funds Summaries	18
Consolidated Projected Fund Balances	22
Statistical Analysis	23
Budget Action Summary	51
GENERAL FUND	**57**
General Fund Summary	59
Revenue Summary	60
Expenditures by Department/Category	62
General Non-Departmental	65
City Council	68
City Manager	70
City Secretary	73
Financial Services - Finance Administration	77
Information Technology	81
Human Resources	85
Municipal Court	89
Police Services	93
Police Administration	99
Police Operations	101
Communications and Records	102
Police Support Services	103
Animal Control	104
Community Affairs-Media and Communications	105
Economic Development	109
Engineering	113
Development Services	117
Planning Services	122
Building Inspections	123
Code Enforcement	124

TABLE OF CONTENTS

GENERAL FUND - Continued
Fire Services 125
Fire Administration 131
Fire Suppression 132
Fire Marshal 133
Field Operations 134
Street Maintenance 139
Signal and Light Maintenance 140
Equipment Maintenance 141
Parks and Recreation 142
Parks Administration 148
Parks Operations 149
Rec Center 150
Aquatics 151
Community Recreation 152
Library 153
Legal Services 158
Emergency Management 163
Tourism 166

ENTERPRISE FUNDS 169
Utility Fund Summary 171
Revenue Summary 172
Expenditures by Department/Category 173
Financial Services - Utility Billing 175
Community Affairs - Water and Energy Effiency 178
Utility Administration 182
Utilities 186
Pump and Motor Control 192
Water Distribution 193
Wastewater Collection 194
Water Treatment Plant 195
Meter Services 196
Water Reclamation 197
Utility Non-Departmental 198
Solid Waste Fund Summary 201

SPECIAL REVENUES 203
Special Revenue Dedicated Uses 205
Special Revenue Summary 207
Hidden Valley Rentals 208
Grant/ Restricted Fund 209
Municipal Court 212
Public Arts Fund 214
Recreation and Parks Fund 215
Tourism Board/Occupancy Tax 216

TABLE OF CONTENTS

SPECIAL REVENUES - Continued
CPTV - 10 / Cable Fund 218
Tax Increment Reinvestment Zone 219
Law Enforcement Fund 220
4A - Economic Development Corporation 221
4B - Community Development Corportation 223

VES 225
VES Fund Page 227
Projected VES Purchases 229

DEBT SERVICE 231
Legal Debt Margin 233
General Obligation Debt Service Fund 234
General Obligation Debt by Issuance 236
General Obligations - Current and Proposed 237
General Obligation Debt by Issuance Current and Proposed 238
Utility Debt Service Fund 240
Utility Debt by Issuance 241
Utility Debt Obligations - Current and Proposed 242
Utility Debt by Issuance Current and Proposed 243

CAPITAL IMPROVEMENT PROJECT (CIP) BUDGET 245
General CIP Summary 247
General CIP Impact on O&M 248
General CIP First Year & Modified Project Details 250
Utility CIP Summary 258
Utility CIP Impact on O&M 259
Utility CIP First Year & Modified Project Details 260

APPENDIX 263
Ordinances 265
Financial Policies & Goals 270
City Council Goals 274
City Council Goals Update 275
Comprehensive Plan Goals - 2007 288
City Organization 289
Basis for Accounting and Budgeting 289
City Funds 290
History of Cedar Park 291
City and Area Demographics 293
Demographic Statistics Last Ten Fiscal Years 295
Principal Employers Current Year & Nine Years Ago 296
FTE City Governmental Employees by Function Last Ten Fiscal Years 297

TABLE OF CONTENTS

APPENDIX - Continued

Property Tax Analysis	298
Tax Levies, Rates and Values for Ten Years	299
Value of Taxable Property for Last Ten Fiscal Years	300
Property Tax Rates - Direct and Overlapping Governements Last 10 Fiscal Years	301
Top Ten Tax Payers Current Year & Nine Years Ago	302
Sales Tax by Category Last Ten Fiscal Years	303
Budget Glossary	305
Budget Abbreviations	311

USER INFORMATION

Budget Contents

The City of Cedar Park's annual budget is comprised of three broad categories.

1. INTRODUCTION AND INFORMATION

Vision and Mission Statements:
This is a presentation of the City's Vision Statement and the City's Mission Statement.

Table of Contents:
Indicates topic and page number location.

User Information:
Descriptions of the budget content, the budget process, and budget calendar. This section is intended to give basic information to non-technical users to make the budget more "user-friendly."

Budget Message:
This letter accompanies the budget when it is submitted to the City Council. It contains information about the City's overall plan for accomplishing the City's objectives during the coming year.

Personnel:
Includes the City's organizational chart, listing of paid personnel in full-time equivalents, listing of City-wide personnel levels, and listings of the City's elected and appointed officials.

2. FINANCIAL

Executive Summary:
Includes fund balances summaries, fund summaries, analysis of budget, and information on significant changes in budget.

Budget Summaries:
Contains summaries of budget totals for all budgeted funds of the City.

A. General Fund:
Includes general government revenues, expenditures, program descriptions, staffing levels and indicators by department.

B. Utility Fund:
Includes water and wastewater revenues, expenditures, program descriptions, staffing levels and indicators by department.

C. Solid Waste Fund:
Includes summary of solid waste revenues, expenditures, and fund description.

D. Special Revenues:
Financial summaries of the City's Special Revenue funds, including Occupancy Tax, Law Enforcement, Texas Capital, Economic Development, Community Development, and Grant Funds.

USER INFORMATION

2. FINANCIAL, continued

E. VES Fund:

Includes a schedule of the capital items for the general fund and utility operating departments as well as the vehicle and equipment replacement fund. Those expenditures less than $50,000 would be considered in this section as "capital outlays". Expenditures in excess of $50,000 would be included in the Capital Improvement Program.

F. Debt Service Funds:

Contains utility and general debt service funding and distributions.

G. Capital Improvement Project Funds:

Contains utility and general debt service funding and distributions.

3. Appendix

Ordinances:

Copies of the ordinances generated by the budget process: the ordinance adopting the budget, appropriating funds and adopting the tax rate.

City-Wide Goals

A. City Council Goals
B. Comprehensive Plan Goals
C. Financial Goals and Policies

General City Information

A. City Organization
B. City Funds
C. Basis for Accounting and Budgeting
D. History of Cedar Park:
E. Demographic Information
F. Demographic Statistical Past 10 Years
G. Principal Employers Current and 9 Years Ago
H. FTE City Employees by Function Past 10 Years

Tax Information

A. Adopted Budget Property Tax Analysis
B. Taxable Ad Valorem and Rates for 10 Years
C. Value of Taxable Property Last 10 Fiscal Years
D. Direct and Overlapping Tax Rates Last 10 Fiscal Years
E. Top Ten Taxpayers for Current and Nine Years Ago
F. Sales Tax by Category

Budget Glossary:

A listing of some of the words and acronyms and their meanings contained in the budget.

OVERVIEW OF THE BUDGET PROCESS

The City of Cedar Park's budget process is the mechanism that changes taxpayer requests and resources into government services and expenditures. The budget serves as the annual financial plan for the City and provides a detailed outline of expenditures, revenues, and related goals. Below is the budget process of the City.

BUDGET PREPARATION PROCESS

A budget kick-off event is held in mid-March. At the kickoff meeting, the Budget Manager distributes the departmental target numbers, budget calendar, budget preparation manual, department budget request forms, and accompanying instructions. The departmental target number provides each department their base budget for the year which includes the current year budget plus any personnel-related increases, any known operational increases, and removes any one-time expenditures or known operational decreases. The departments review their budgets and adjust line item expenditures to better reflect historical spending, future-year expenditures and changing service demands, while still having no net effect on the budget. If funding is needed beyond the target amount, either an Adjustment to Base form is required for any "must-do" expenditures such as contractual or federal/state mandates, or an Enhancement form for "nice-to-do" expenditures such as additional personnel, new programs, or new capital equipment. The Financial Services Department reviews the departmental requests once they are completed.

After the departmental budgets have been reviewed and verified by the Financial Services Department, the total request is submitted to the City Manager. Departments meet with the City Manager to discuss their requests. The meetings focus on both the funding requests and the goals and performance indicators for the department. The City Manager reviews the requests and will alter the funding request as needed, including adding, adjusting, or removing Adjustment to Base and Enhancement forms. Adjustment to Base forms approved by the City Manager are considered part of the budget and Enhancement forms will be presented to City Council for final approval.

A City Council Workshop is held in late July in which the City Manager presents the budget as it appears at that date. At this time, the budget may not be balanced; however, the city will be presenting information on how it plans to balance the budget. The Workshop allows Council to see what is included in the budget and ask questions and provide input on funding and related budget questions. Council may also start approving Enhancements to include in the Budget. After the workshop, the Financial Services Department will use Council's input to create the Proposed Budget for the upcoming fiscal year.

ADOPTION PROCESS

Once the Proposed Budget is completed, it is posted on the City's website, made available at the Library and with the City Secretary. According to the City Charter, two public hearings are required to adopt the budget. At the public hearings, the City Council is presented a summary of the Proposed Budget with any changes made and any information previously requested. Council may make recommended funding changes or request more information. After the second public hearing, the City Council may adopt the budget by ordinance and majority vote.

OVERVIEW OF THE BUDGET PROCESS

In addition, the state requires that the city hold two public hearings on the tax rate in order to adopt, if the rate is to exceed the lower of the effective or rollback tax rate. The city must also publish the proposed tax rate and notices of a vote on the rate if it is higher than the effective tax rate or the rollback rate. The Effective tax rate is the rate that provides the city the same tax levy amount from the current year based upon development that was in the city during the current year. Usually, this number is higher because of property value growth. The Rollback rate is the effective tax rate for operations and maintenance multiplied by 1.08 plus the proposed debt tax rate. Typically, the City's tax rate is higher than the effective related to property value increases and lower than the rollback rate related to the 1.08 multiplication on the operations and maintenance tax rate and relative stability of the debt tax rate. According to State law, The Council may adopt the tax rate ordinance after the budget ordinance is adopted.

After adoption, Financial Services creates an Adopted Budget book which is made available on the city's website, with the City Secretary and at the Library. The Adopted Budget is also submitted to the Government Finance Officers Association for review and possible award of the *Distinguished Budget Presentation Award*.

IMPLEMENTATION PROCESS

On October 1 of the fiscal year, the budget is implemented into the Accounting software system. Departments must operate within their adopted budgets. Budgetary control is established and maintained after adoption of the budget by the preparation of monthly revenue and expenditure statements, which are provided to the City Manager and to Council.

BUDGET AMENDMENT PROCESS

Amendments to the budget can be made after adoption. According to Section 8.05 of the City Charter, Council may transfer funds after a public hearing and the approval of a resolution. A budget amendment is required for the following:

- Funds are being moved from one department to another
- Funds are being moved from one fund to another
- A revenue is to be increased or decreased
- The addition, deletion, or transfer of a position

Department Heads may request a line-item transfer, if it does not change the total dollar amount of the departmental budget. If personnel lines are to be modified, the City Manager must approve the request.

YEAR-END PROCESS

After the fiscal year is completed, the city contracts with an independent auditor to review the city's financial statements. The auditor will review expenditures, revenues, and fund balances to ensure that all accurate. Upon completion of the audit, the Comprehensive Annual Financial Report (CAFR) is created and published. The CAFR provides audited financial statements for all major funds and provides statistical data regarding the city.

CITY OF CEDAR PARK
FY 2012-2013 BUDGET CALENDAR

	DATE	EVENT	ACTION
PREPARATION	March 30, 2012	FY 2012-2013 Budget & CIP Kickoff	Finance Department distributes Current Year Estimate Worksheets, Proposed Budget worksheets and instructions to Department Directors
	March 30-May 1, 2012	Departmental Budget & CIP Submittal Preparation	Departments create their proposed budget and CIP submittal for review by Finance
	April 20, 2012	March financials closed	Finance closes the March monthly finances
	May 11, 2012	Budget & CIP Submittals due	Departments submit budgets to Finance for review
	May 11-May 21, 2012	Finance reviews and departmental updates of budget & CIP submittals	Finance reviews departmental budget submittals prior to departmental submittal to the City Manager
	Mid May	Deadline for submitting appraisal records to ARB	No action by City
	May 21, 2012	Department Budget & CIP submittals due to City Manager	Directors MUST submit their proposed budget worksheets to City Manager and Finance
	May 21-June 1, 2012	CM holds budget & CIP submittals meetings	City Manager reviews and discusses submittals with Department Directors
	June 15-16, 2012	City Council Summer Retreat	
	July 23-25, 2011	Tax Roll Certification	Chief Appraiser official date for certifying tax roll
	End of July	Calculation of Effective and Rollback Tax Rates	Finance Department calculates effective and rollback tax rates from certified tax roll
	August 2, 2012	Council Budget Workshop	Budget workshop with Council
ADOPTION	August 9, 2012	Proposed FY 2012-2013 Budget and Tax Rate Presentation to Council	Staff provides presentation of Proposed Budget to Council at Regular Council Meeting
	August 13, 2012	Publish Proposed Budget & CIP	Provide Budget to Library, City Secretary and place on website.
	August 23, 2012	First Reading of Budget and Tax Rate	Public hearing for budget. May need to schedule and announce meeting to adopt tax rate 3 - 14 days from this date IF proposed rate exceeds the ETR.
	September 6, 2012	Notice of vote on tax rate, if necessary	Must be published at least 7 days before meeting to adopt tax rate, if necessary
	September 6, 2012	Special-Called Council Meeting	Special-Called meeting to provide additional Public Hearings on Budget and Tax Rate
	September 13, 2012	Final reading: Adoption of Budget and Tax Rate	Vote on Budget and Tax Rate
IMPLEMENTATION	October 1, 2012	Operating Fiscal Year begins	
	November 16, 2012	Close FY 2012	
	November 26, 2012	Begin FY 2012 Audit	
	December 5, 2012	Publish FY 2012 Budget	
	December 12, 2012	Submit Budget to GFOA	
	April 1, 2012	Complete FY 2012 Audit and publish CAFR	

This page is left blank intentionally.

CEDAR PARK

October 1, 2012

To: The Honorable Mayor Powell, Members of the City Council and Citizens of Cedar Park:

It is my privilege to present to you the adopted Operating Budget for Fiscal Year 2012-2013 (FY13). The Operating Budget represents the programs and services to be provided by the City to its citizens during the coming fiscal year, from October 1, 2012 to September 30, 2013. The budget aligns with policy direction set forth by the Mayor and Council, and works to maintain their vision of Cedar Park as a vibrant community where families live, work and play. The collective effort of Council and Staff to remain fiscally prudent continues to result in a sound and stable budget. The FY13 budget maintains the existing property tax rate of $0.493501 per $100.

Over the past few years we have discussed the idea of a "new normal" which was established as we faced the economic downturn nationally and witnessed the resetting of our local economy. As we turn to FY13, the City has emerged a more efficient organization and more adept at working with limited resources. Our organization is on-track to continue its fiscally conservative approach to budgeting. The focus of the FY13 budget process was "Moving Forward" from the prior economic challenges.

Looking Back

The past year was highlighted by several important developments and changes for the Cedar Park community. One of the most significant changes was the annexation of Williamson-Travis Water Control Improvement District-1D which was finalized on December 28, 2011. The annexation added approximately 2,500 new residents and 415 acres to the City. Last year saw the opening of the Brushy Creek Regional Utility Authority water plant, a regional project that provides our residents with long-term, reliable water services. Additionally, the past year marked the opening of the City's new seven-building campus, which houses City Council Chambers and City Hall along with leasable commercial space. The City partnered with the 4B Community Development Corporation and Williamson County for the shared funding of the BMC Drive extension project. This roadway project will connect Brushy Creek Road to 183A Toll Road and help further promote high-skill industrial opportunities in the Brushy Creek industrial corridor. Other major roadway projects that were completed this year include the reconstruction and expansion of Park Street, Brushy Creek Road (East and West), and the New Hope gap project. Finally, the City successfully negotiated an agreement with Costco for its next Central Texas store. The Costco project, which will also include a wide variety of secondary businesses immediately surrounding the store, will provide yet another commerce center for our community at the flourishing economic corridor of RM 1431 and 183A Toll Road.

Economic indicators are showing signs of improvement at the regional and state level. At the end of FY12, sales tax revenues exceeded projections, allowing the City to address several longtime community needs through one-time purchases. These purchases, which would have otherwise been part of the FY13 budget, included two pieces of fire apparatus (a fire engine and a quint) and a public safety technology project which features computer-aided dispatch, records management, auto vehicle location, automated fire station alerting system and mobile field reporting.

Reaping the Rewards of Thoughtful Planning and Foresight

Cedar Park has a history of responsibly and thoughtfully planning for growth, ensuring the infrastructure and economic conditions are ready for development, and then positioning the community to act on the right economic development projects. Past budgets illustrate the commitment City leaders have made to funding infrastructure development including constructing new roadways and providing water and

wastewater lines so that undeveloped parcels of land are prepared for development when the opportunities arise. As a result of the citizens' vote in 1999 to create a 4A Economic Development Corporation and 4B Community Development Corporation with one penny of sales tax, City leaders have been able to dedicate funds to significant community projects. For example, the Cedar Park Center, which was funded through this mechanism, has provided our community with family entertainment, has increased economic activity, and is expected to spur further development in the area. Another key economic and community development project is the Cedar Park Regional Medical Center, which addressed the need for regional health care and provided a significant enhancement to quality of life for residents. Additionally, the 4A and 4B Corporations have played critical roles in the recruitment and expansion of numerous other businesses. Since 1999, 3,035 jobs have been created and there has been a $357 million in capital investments made into Cedar Park as a direct result of economic development projects and incentives. These projects have definitely changed the face of Cedar Park and have been instrumental in Cedar Park becoming a full-service city. They have helped diversify and expand our tax base, allowing the City to improve our community without burdening our residential taxpayers.

Toward the end of FY12 and as we begin FY13, the long-term benefits of the aforementioned projects rise to the forefront. While the City has weathered the recession well, Cedar Park continues to work to reposition itself for a sustainable future by focusing on continued growth and advancement from the new baseline.

Fiscal Year 2013: Moving Forward

The primary purpose of the City's budget and budgeting process is to develop, adopt and implement a plan for accomplishing goals for the upcoming year within given constraints.

Major factors influencing budget creation include:

- **No Tax Rate Increase:** A key goal set in the budget process this year was to maintain the service levels our residents have come to expect within the current ad valorem tax rate. Increases in several key revenues are expected during the upcoming budget year, which will allow for the City to meet this goal without a rate increase. However, due to increases in residential values, the average Cedar Park home will pay $12 more in City property tax than last year using the same Ad Valorem rate.

- **Fiscally Conservative Approach to Revenue Projections:** Producing a budget that provides the services for a growing community of more than 54,000 residents is a significant annual undertaking accomplished utilizing a variety of tools. Heavy emphasis is placed on the use of forecasting models and trending analysis by staff when developing the revenue and expenditure projections. As always, the City forms these projections in a financially prudent, responsible and conservative manner in order to avoid potential service impacts mid-year.

- **A New Baseline & New Expectations:** The economic challenges faced in previous budget cycles have created a new normal, and as a result, a new baseline from which we move forward. This baseline created over the prior years was the foundation for building FY13 revenue and expenditures projections. The new baseline is also reflected in our local economy as expectations for service from our residents, businesses, and visitors have also evolved. In prior years, we focused primarily on public safety and infrastructure; however, we have seen increased use of our culture and recreation facilities and increased technological demands. As such, while we continue to enhance our public safety and infrastructure, we have provided additional resources to meet the increased service demands such as a Library Generalist, an Athletic Program Manager, a Geographic Database Manager, and a 24/7 mobile application for reporting problems.

The FY13 budget maintains the existing tax rate while simultaneously providing for additional resources necessary to serve our growing population. Highlights of the budget include:

- **Investment in our Workforce:** Cedar Park is a service-based organization with the mission to provide a full-service city to our residences. Attracting, developing and retaining a skilled workforce is crucial to our organization's success. The FY13 budget illustrates the City's commitment to its workforce in several key areas:
    - Compensation adjustments for civil service employees in the Police and Fire Departments with a focus on being more market-competitive compared to neighboring cities.
    - Reestablishment of a performance based pay adjustment program for civilian employees.
    - Additional positions to meet increased service demands. Positions include:
        - Police Services: Evidence Technician, Logistics Coordinator, 9-1-1 Call Taker, Animal Control Officer
        - Information Technology: Systems Administrator
        - Human Resources: Assistant Director/Risk Manager
        - Development Services: Geographic Database Manager
        - Parks and Recreation: Athletic Program Manager, Recreation Assistant (Part-Time)
        - Library: Library Generalist
    - The funding of new resources and tools to enable the workforce to keep up with increasing demands. Examples of this include funding for a take-home vehicle program in the Police Department to increase visibility in the community, additional funding for training and development in Information Technology, and a fleet management software system for the Fleet Department.

- **Providing New Traffic Signal Service:** The budget includes funds related to the management, maintenance and operation of TxDOT traffic signals on Bell Boulevard (US 183), Whitestone Boulevard (RM 1431) and Parmer Lane (FM 734). The City operates and maintains other traffic signals throughout the community, and the acquisition of these signals will allow us to provide residents with a more comprehensive and coordinated traffic signal system.

On the Horizon:

Each year during the budget process, issues inevitably emerge that may have a significant financial impact on the City of Cedar Park. City leaders may consider these issues as a means of gaining insight and guidance relative to future budget processes. Although the budget plans for one year's worth of expenditures and revenues, as a practice, we look several years out to the horizon.

Economic Development:

The City's Economic Development Program is one of the most important tools for sustainability of the City's future. Based on the direction given by the City Council, staff will continue to focus on attracting employers offering professional and high-skill employment opportunities. In 2011, the City, through the 4B Corporation, provided an economic development agreement with Fallbrook Technologies to expand their mechanical engineering company. To date, the company has expanded from 5 to 115 employees and announced partnerships with Allison Transmission and Dana Holding Corp. The announcement is expected to create further interest in the company and other opportunities for job growth in Cedar Park. Looking ahead, we will continue to concentrate on economic development opportunities, focusing on both primary job development and other commerce centers, to ensure current and future sustainability. We anticipate increased competition from surrounding communities as they progress in

their growth patterns; consequently, we will continue to utilize the most up to date tools and methods to attract quality employers, businesses, and quality of life projects.

Land Use and Residential Build Out: Our community continues to experience modest, but steady growth. However, looking ahead we know the City is approaching residential build out. Within the next decade, Cedar Park will complete its transition from an era of rapid growth and new development to one that includes focused efforts in maintenance and stabilization. Land use strategies for undeveloped properties, particularly in the commercial corridors, are very much in the forefront of the City's planning efforts in order to provide a foundation for an economically vibrant and sustainable future. The City will embark on a full revision of the Comprehensive Plan during FY13 and will include extensive community input and involvement. Strategic planning related to redevelopment and rehabilitation of the City's infrastructure including roads, water/sewer lines and redevelopment in portions of the City will be also necessary. With the guidance of the City Council, staff has begun to examine and analyze the impending needs for a maturing city.

Capital Projects & Debt Service:
While the City continues to grow towards residential build-out, the City must consider additional infrastructure improvement projects to accommodate the increased demand. The larger projects typically require the issuance of additional bonds, such as major road projects or City facilities. A key example is the expansion of RM 1431 from Sam Bass Road to Parmer Lane, including a continuous flow intersection design, and is scheduled to begin construction in FY 15. This project is considered to be one of the largest transportation projects in the City's history and is a joint-project between the Texas Department of Transportation, Williamson County and the City. The City transferred $800,000 from the General Fund in FY11 and FY12 and will do so again in FY13 to fund the design work. Construction costs will be funded through a bond issuance. The City will initially fund the entire estimated $24 million project costs, but will be refunded approximately 80% of the project construction costs over time by the Texas Department of Transportation. In addition to this significant road project, the City will plan the construction of a Police Station expansion, Fire Station #5, additional park amenities, and various intersection improvements over the next several years. To help mitigate future debt burdens, Staff is continually seeking opportunities to reduce the debt service through refinancing opportunities and use of cash fund balances. In FY12 the City issued refinancing bonds to smooth out several spikes in the debt service payment structure over the upcoming years in order to attempt to mitigate potential future tax rate impacts.

Technology:
Local governments continue to identify new technology that helps meet rising expectations from citizens seeking increased access and greater responsiveness. Citizens have come to expect 24/7 service from City Hall. In order to meet these needs, the City has recently revamped its website to be more user-friendly and intuitive for residents. The FY13 budget includes funds for the launch of a mobile application that will allow users to communicate with and report problems to the City from their smartphones. Additionally, the City has implemented a variety of new applications and software internally that speed up communication and other processes which allows us to provide better customer service.

Looking ahead, the demand from residents for enhanced e-government services will continue to increase. In order to keep up with these demands, we will continue to monitor new trends and developments. We anticipate future requests for technological enhancements which will need to be weighed against competing budget needs.

Final Thoughts:

I am proud of the efforts put forth by City Council and City Staff to craft a budget that is fiscally prudent, thoughtful and well-planned. Our success will be founded in our ability to seek new and innovative ways to provide excellent services to residents and stakeholders. I know that Cedar Park will rise to the occasion and will provide a model for successful financial management to cities across the region and the state.

I would like to thank City Management Staff and the Finance Department for their efforts and dedication in crafting the FY13 Operating Budget. In addition, I would like to recognize the City's Department Directors for their commitment, hard work, and ingenuity in this year's budget process. I am especially appreciative to the City Council for their leadership and commitment throughout this process.

Sincerely,

Brenda Eivens

Brenda Eivens

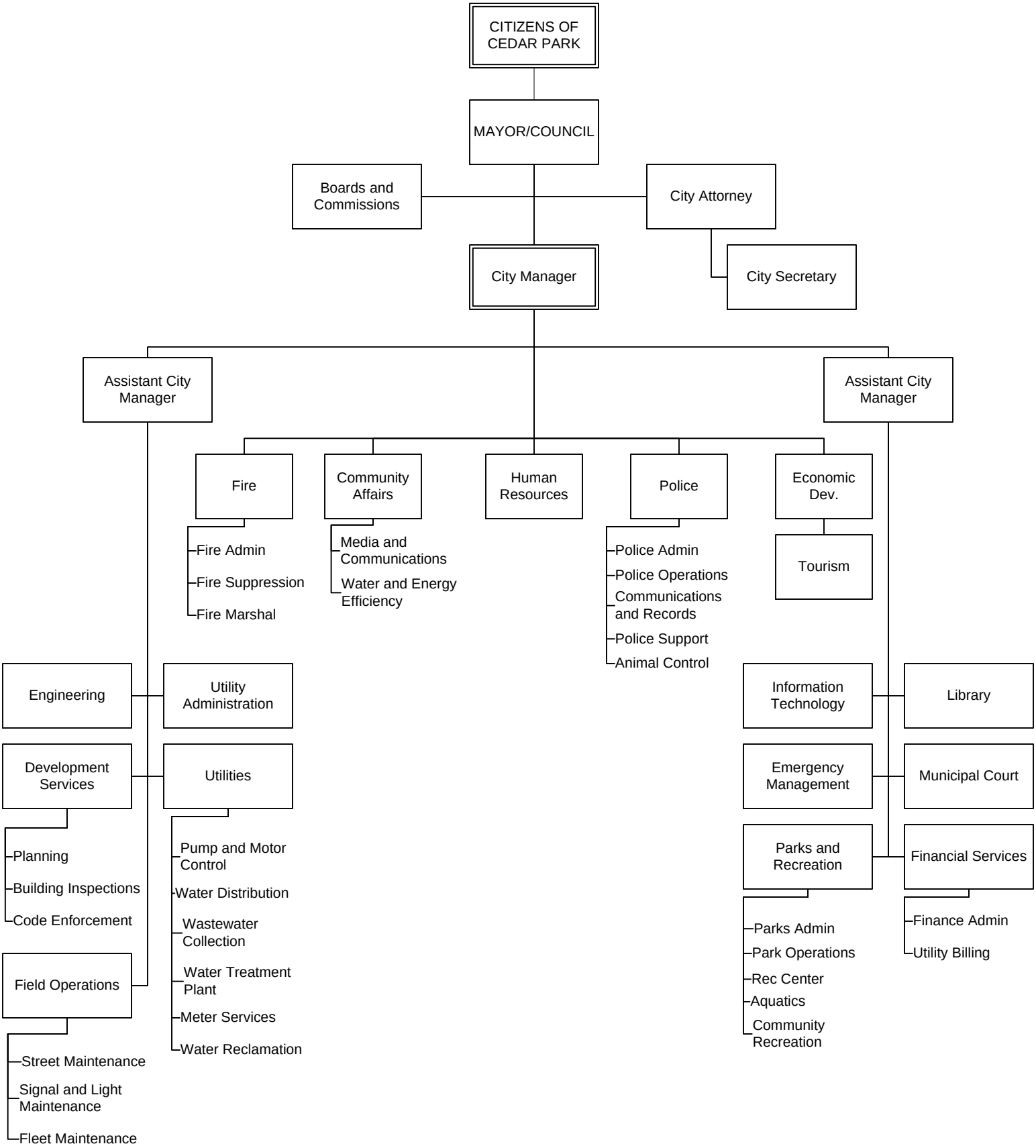
This page is left blank intentionally.

PERSONNEL

The Personnel Section provides a city-wide organizational chart, a list of the members of Council, a list of City-Council Appointed Officials, a list of City-Manager Appointed Officials, a list of Boards members, and a summary of Full-Time Equivalent (FTEs) positions by department and fund. The officials are listed as of the date of budget adoption and may change during the year.

This page is left blank intentionally.

City of Cedar Park



ELECTED OFFICIALS

CITY COUNCIL
Two-Year Terms

NAME	TERM EXPIRES
Matt Powell, Mayor	May 2014
Stephen Thomas, Place 1	May 2013
Mitch Fuller, Place 2	May 2014
Scott Mitchell, Place 3	May 2013
Lowell Moore, Place 4	May 2014
Tony Dale, Place 5 & Mayor Pro Tem	May 2013
Don Tracy, Place 6	May 2014

COUNCIL APPOINTED OFFICIALS

POSITION	NAME	DATE APPOINTED
City Manager	Brenda Eivens	December 22, 2005
City Attorney	Charles Rowland	February 1, 2006
City Judge	Joseph Oswald	September 1, 2005

CITY MANAGER APPOINTED OFFICIALS

POSITION	NAME	DATE APPOINTED
Assistant City Manager	Sam Roberts	January 3, 1996
Assistant City Manager	Josh Selleck	July 1, 2012
Director of Community Affairs	Katherine Woerner	January 21, 2012
City Secretary	LeAnn Quinn	July 12, 1999
Finance Director	Joseph Gonzales	September 6, 2012
Police Chief	Henry Fluck	December 20, 1999
Fire Chief	Vacant	N/A
Court Administrator	April Christiansen	January 24, 2007
Director of Development Services	Rawls Howard III	November 8, 2010
Director of Parks and Recreation	Curt Randa	August 14, 2006
Director of Building Inspections	Mark Lewis	December 1, 2004
Library Director	Pauline Lam	December 1, 1980
Director of Utilities	Eric Rauschuber	May 22, 2004
Information Technology Director	Andrew Manhein	November 1, 2004
Human Resources Director	Miguel Ozuna	October 17, 2005
Engineering Director	Darwin Marchell	September 4, 1996

BOARDS AND COMMISSIONS

PLANNING AND ZONING COMMISSION

Scott Rogers
Tom Balestiere
Michael Dion
Jon Lux
Nicholas Kauffman, Chair
Holly Hogue, Secretary
Lorena Echeverria, Vice Chair

BOARD OF ADJUSTMENTS

Kathy Cook, Vice Chair
Kelly Troy, Secretary
Lorena Echeverria
Kevin Haywood
John Miri

Alternates
Holly Hogue
Jon Lux
Nicholas Kauffman
Thomas Balestiere

PARKS AND RECREATION BOARD

Vacant
Maria Talamo
Mary Caputo, Vice Chair
David Powers
John Greeley
Jesse Holguin, Chair
Gail Lindholm

HISTORICAL PRESERVATION COMMISSION

Joe Greene, Chair
Vacant
Greg Cestaro
Vacant
Vacant

ECONOMIC DEVELOPMENT CORPORATION (4A)

Kelly Brent, President
Kerry Watson, Vice President
Steve Foster
Robert Ingraham
Lyle Grimes

COMMUNITY DEVELOPMENT CORPORATION (4B)

Brian Rice, President
John Allen, Vice President
Ryan Wood, Secretary
Mo Jahadi, Director
David Scott Burger, Director
Kevin Harris, Director
Audrey Wernecke, Director

TOURISM

Robert Schoen
Matthew Olguin, Vice Chair
Dustin Weibel
Wayne Brooks
Rick McLaughlin
Vacant
Mel Kirkland

ARTS ADVISORY BOARD

Sheela Goodrich, Chair
Robert Carter, Secretary
Andy DeBruyn
Vacant
PJ (Paul) Gorski
Vacant
Mark Ledyard

CIVIL SERVICE COMMISSION

Barbara Boulware-Wells
Nelson Ramirez
Richard Galloway

TIRZ BOARD

The Board is filled by members of the City Council.

BUDGETED POSITIONS
FULL-TIME EQUIVALENTS BY DEPARTMENT

General Fund

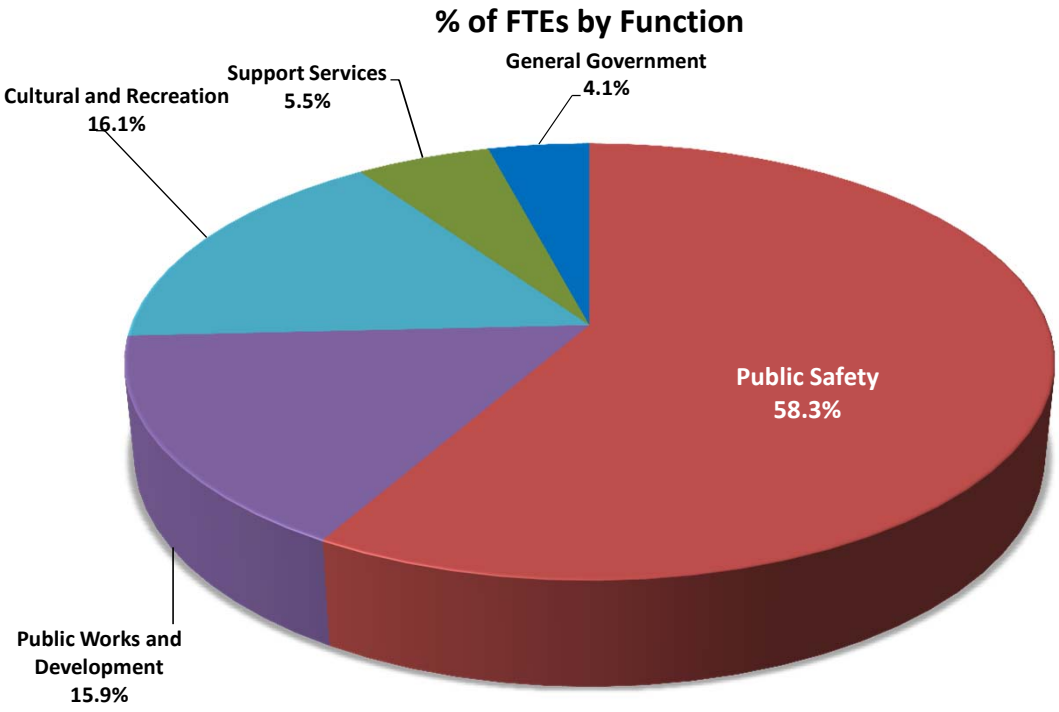
Department	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Approved	FY 2012-2013 % of Fund	FY 2012-2013 % of Total
Public Safety					
Municipal Court	9.5	9.5	9.5	2.9%	2.3%
Police (Civil Service and Non-Civil Service)	103	104	111	34.0%	27.4%
Fire (Civil Service and Non-Civil Service)	71	72	69	21.1%	17.0%
Emergency Management	1	1	1	0.3%	0.2%
Total Public Safety	**184.5**	**186.5**	**190.5**	**58.3%**	**47.1%**
Public Works and Development					
Engineering	8	8	8	2.4%	2.0%
Development Services	22	18	20	6.1%	4.9%
Field Operations	22	24	24	7.3%	5.9%
Total Public Works and Development	**52**	**50**	**52**	**15.9%**	**12.8%**
Cultural and Recreation					
Parks and Recreation	30.5	30.5	33	10.1%	8.2%
Library	16.75	16.75	17.75	5.4%	4.4%
Tourism	-	2	2	0.6%	0.5%
Total Cultural and Recreation	**47.25**	**49.25**	**52.75**	**16.1%**	**13.0%**
Support Services					
Finance	7	7	7	2.1%	1.7%
Information Technology	5	5	6	1.8%	1.5%
Human Resources	4	4	5	1.5%	1.2%
Total Support Services	**16**	**16**	**18**	**5.5%**	**4.4%**
General Government					
City Manager	4	4	4	1.2%	1.0%
City Secretary	1	1	1	0.3%	0.2%
Community Affairs - Media & Communications	2.5	2.5	2.5	0.8%	0.6%
Economic Development	3	2	2	0.6%	0.5%
Legal Services	4	4	4	1.2%	1.0%
Total General Government	**14.5**	**13.5**	**13.5**	**4.1%**	**3.3%**
Total General Fund FTEs:	**314.25**	**315.25**	**326.75**	**100.0%**	**80.7%**

Utility Fund

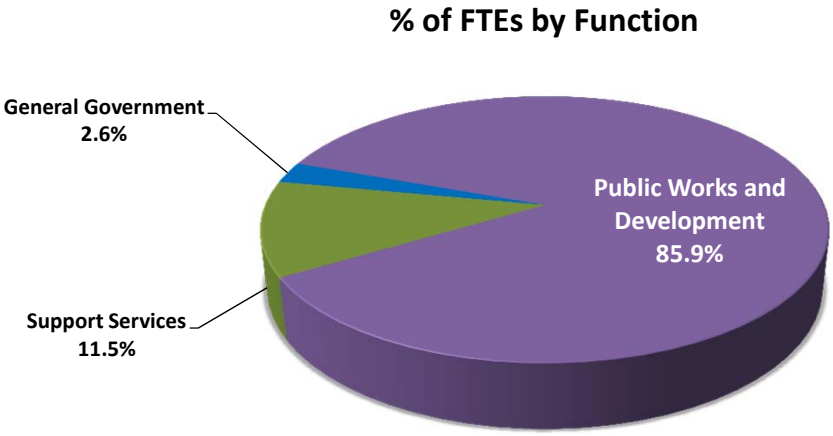
Department	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Approved	FY 2012-2013 % of Fund	FY 2012-2013 % of Total
Public Works and Development					
Utility Administration	8	9	7	9.0%	1.7%
Utilities	58	60	60	76.9%	14.8%
Total Public Works and Development	**66**	**69**	**67**	**85.9%**	**16.6%**
Support Services					
Financial Services - Utility Billing	8	9	9	11.5%	2.2%
General Government					
Community Affairs - Water & Energy Efficiency	-	-	2	2.6%	0.5%
Total Utility Fund FTEs:	**74**	**78**	**78**	**100.0%**	**19.3%**
Total All Funds FTEs:	**388.25**	**393.25**	**404.75**		

BUDGETED POSITIONS
FULL-TIME EQUIVALENTS BY DEPARTMENT

General Fund



Utility Fund



This page is left blank intentionally.

EXECUTIVE SUMMARY

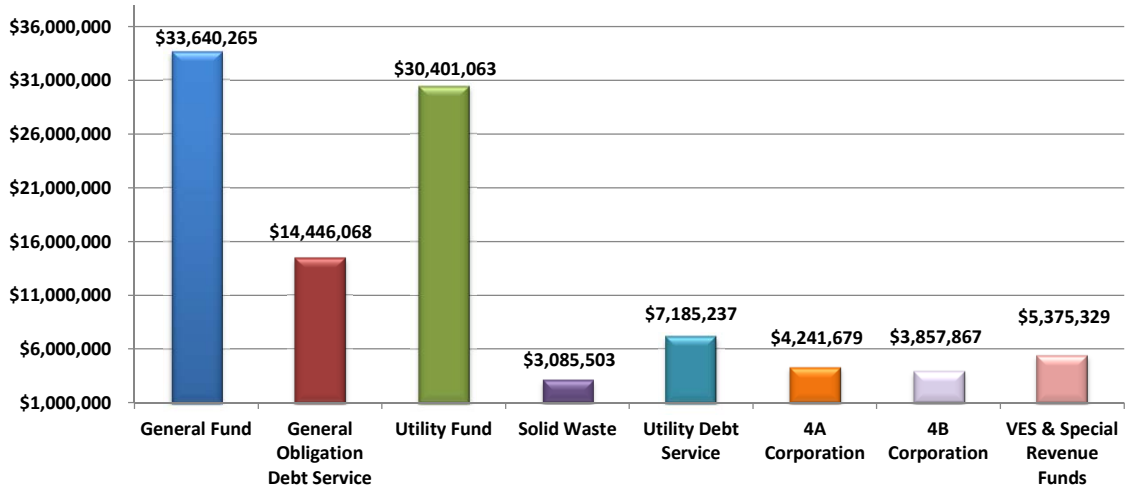
The Executive Summary provides an analysis of the adopted budget. The section includes a summary of operating and capital budgets, a summary of fund balance, detailed analysis of the General Fund and Utility Fund, summary information on other operating funds, and significant changes in the budget.

This page is left blank intentionally.

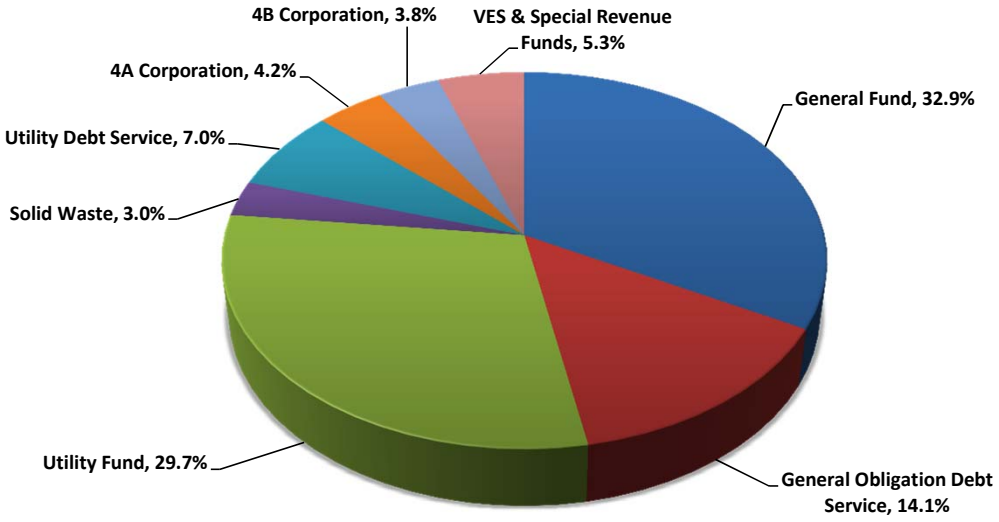
OPERATING BUDGET SUMMARY

The total adopted operating budget for FY 2012-2013 is $102,233,011. The two largest operating funds are the General Fund which comprises $33,640,265 or 32.9% and the Utility Fund which comprises $30,401,063 or 29.8% of the total operating budget, which combines to be $64,041,328 or 62.7%.

FY 2012-2013 City of Cedar Park Adopted Operating Budget $102,233,011



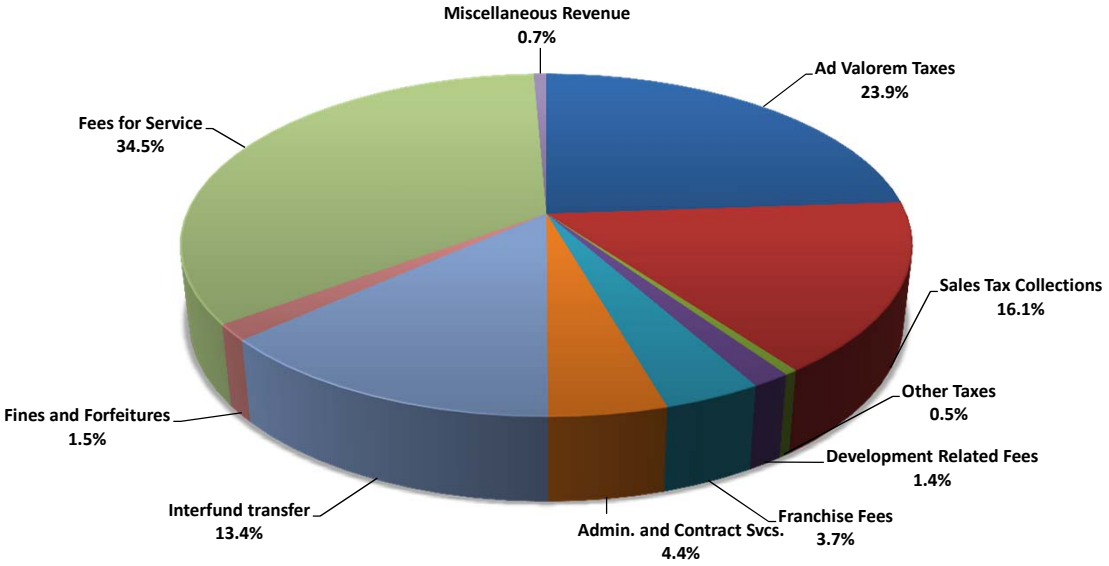
FY 2012-2013 Operating Budget



FY 2012-2013 Consolidated Operating Fund Revenue Summary

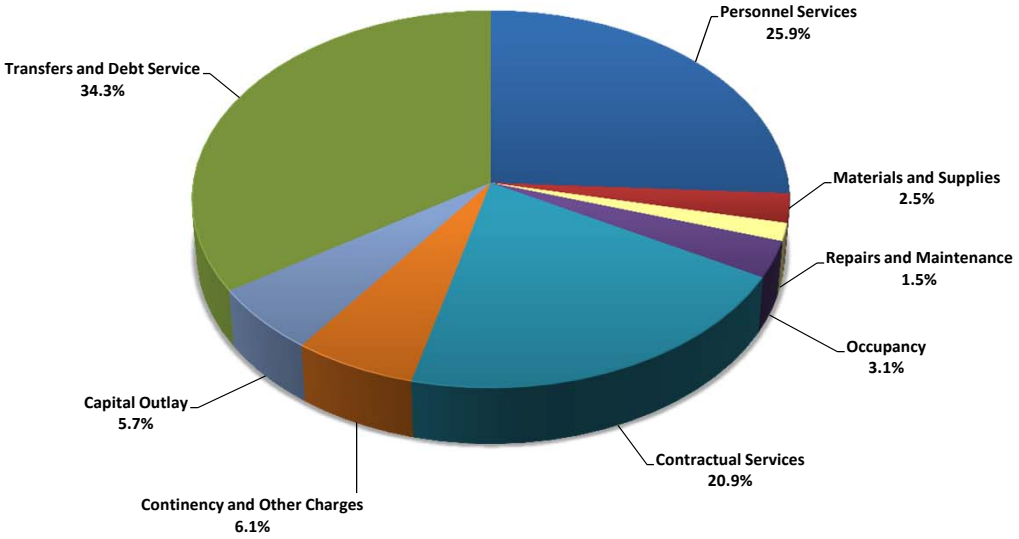
Revenues:	General Fund	General Debt Service	Utility Fund	Solid Waste Fund	Utility Debt Service	4A Corporation Funds	4B Corporation Funds	VES and Special Rev. Funds	Grand Total
Ad Valorem Taxes	$ 11,754,464	$ 10,673,789	$ -	$ -	$ -	$ -	$ -	$ 444,148	$ 22,872,401
Sales Tax Collections	7,685,119	-	-	-	-	3,842,560	3,842,560	-	15,370,238
Other Taxes	65,723	-	-	-	-	-	-	400,000	465,723
Development Related Fees	1,387,053	-	-	-	-	-	-	-	1,387,053
Franchise Fees	3,416,255	-	-	-	-	-	-	95,173	3,511,428
Admin. and Contract Svcs.	4,221,525	-	-	-	-	-	-	-	4,221,525
Interfund transfer	-	3,743,779	-	-	7,167,737	-	-	1,873,833	12,785,349
Fines and Forfeitures	925,000	-	412,686	-	-	-	-	105,000	1,442,686
Fees for Service	2,272,818	-	27,578,888	3,207,329	-	-	-	-	33,059,035
Miscellaneous Revenue	237,866	80,000	76,688	750	22,000	17,500	17,796	188,606	641,206
Total Revenues	**$ 31,965,823**	**$ 14,497,568**	**$ 28,068,262**	**$ 3,208,079**	**$ 7,189,737**	**$ 3,860,060**	**$ 3,860,356**	**$ 3,106,760**	**$ 95,756,644**

FY 2012-2013 Consolidated Operating Revenues



FY 2012-2013 Consolidated Operating Fund Expenditure Summary by Category

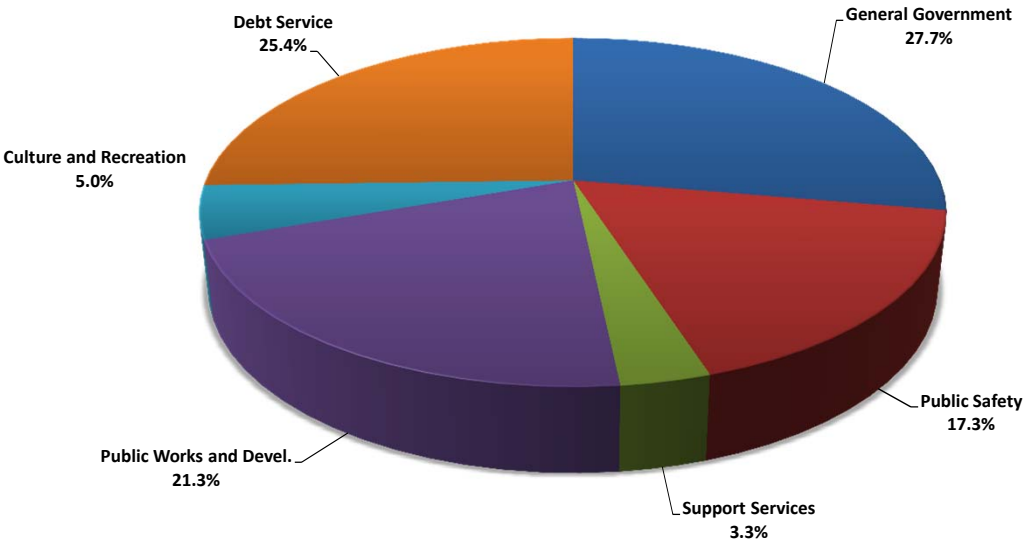
Expenditures By Category:	General Fund	General Debt Service	Utility Fund	Solid Waste Fund	Utility Debt Service	4A Corporation Funds	4B Corporation Funds	VES and Special Rev. Funds	Grand Total
Personnel Services	$ 22,006,586	$ -	$ 4,416,759	$ -	$ -	$ -	$ -	$ 49,317	$ 26,472,662
Materials and Supplies	1,559,220	-	839,850	100,000	-	-	-	44,277	2,543,347
Repairs and Maintenance	1,031,891	-	527,205	-	-	-	-	-	1,559,096
Occupancy	1,390,592	-	1,754,603	-	-	-	-	62,324	3,207,519
Contractual Services	4,263,545	33,500	12,510,277	2,811,603	-	753,000	200,574	764,169	21,336,668
Continency and Other Charge	2,131,367	-	599,632	-	-	7,000	2,930,460	593,414	6,261,873
Capital Outlay	442,766	-	1,520,000	-	-	-	-	3,861,828	5,824,594
Transfers and Debt Service	814,298	14,412,568	8,232,737	173,900	7,185,237	3,481,679	726,833	-	35,027,252
TOTAL ALL FUNDS	**$ 33,640,265**	**$ 14,446,068**	**$ 30,401,063**	**$ 3,085,503**	**$ 7,185,237**	**$ 4,241,679**	**$ 3,857,867**	**$ 5,375,329**	**$ 102,233,011**



FY 2012-2013 Consolidated Operating Fund Expenditure Summary by Function

Expenditures By Function:	General Fund	General Debt Service	Utility Fund	Solid Waste Fund	Utility Debt Service	4A Corporation Funds	4B Corporation Funds	VES and Special Rev. Funds	Grand Total
General Government	$ 4,221,009	$ -	$ 17,199,388	$ -	$ -	$ 760,000	$ 1,704,034	$ 4,481,269	$ 28,365,700
Public Safety	17,341,019	-	-	-	-	-	-	329,607	17,670,626
Support Services	2,379,719	-	895,758	-	-	-	-	97,339	3,372,816
Public Works and Devel.	5,453,280	-	12,305,917	2,911,603	-	-	1,077,000	-	21,747,800
Culture and Recreation	4,245,238	-	-	-	-	-	350,000	467,114	5,062,352
Debt Service	-	14,446,068	-	173,900	7,185,237	3,481,679	726,833	-	26,013,717
Total Expenditures	**$ 33,640,265**	**$ 14,446,068**	**$ 30,401,063**	**$ 3,085,503**	**$ 7,185,237**	**$ 4,241,679**	**$ 3,857,867**	**$ 5,375,329**	**$ 102,233,011**
Change in Fund Balance	$ (1,674,442)	$ 51,500	$ (2,332,801)	$ 122,576	$ 4,500	$ (381,620)	$ 2,489	$ (2,268,569)	$ (6,476,367)

FY 2012-2013 Consolidated Operating Expenditures



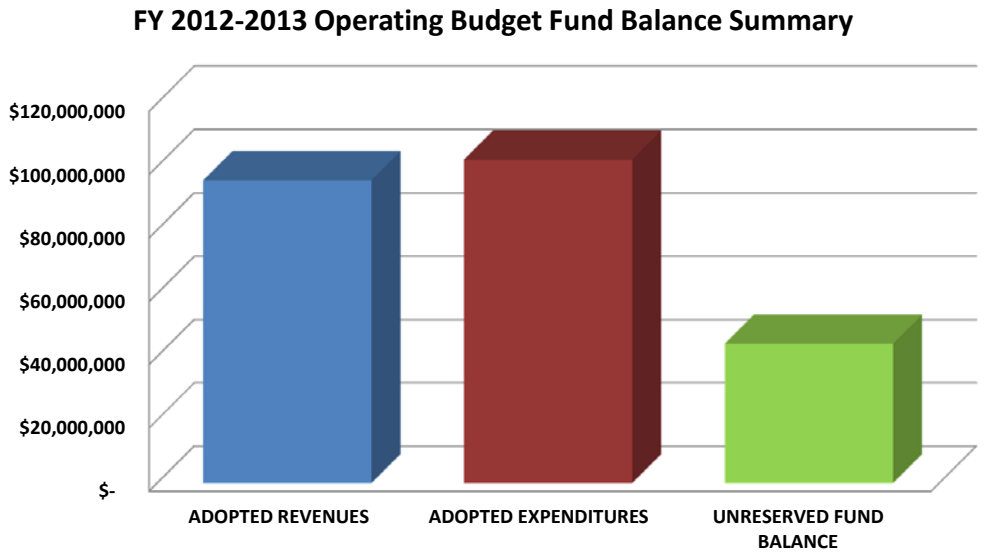
FY 2012-2013 OPERATING FUND BUDGET SUMMARY

REVENUES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 ADOPTED
General Fund	$ 29,485,648	$ 29,585,262	$ 31,033,649	$ 31,965,823
General Debt Service Fund	13,782,247	12,972,568	14,872,752	14,497,568
Utility Fund	32,682,649	29,492,307	29,875,420	28,068,262
Solid Waste	4,029,259	2,860,057	3,046,774	3,208,079
Utility Debt Service Fund	7,342,316	8,073,735	5,786,901	7,189,737
Hidden Valley Rentals	383	-	-	-
Vehicle & Equipment Repl Fund	1,922,416	2,172,915	2,170,815	1,879,833
Grant Restricted Funds	376,190	143,000	253,835	135,370
Municipal Court Fund	104,638	96,567	116,991	105,650
Public Art	157,749	17,150	35,839	40,150
Recreation and Parks Programs	28,265	-	-	-
Tourism Board/Occupancy Tax	407,996	309,500	381,250	403,200
CPTV-10 / Cable Fund	105,062	94,000	97,156	97,339
Tax Incriminate Reinvestment Zone	472,226	488,272	484,961	445,148
Law Enforcement	9,046	100	34,492	70
Economic Development (4A)	3,518,598	3,400,519	3,819,675	3,860,060
Community Development (4B)	3,519,180	3,405,519	3,862,950	3,860,356
TOTAL RESOURCES	**$ 97,943,868**	**$ 93,111,471**	**$ 95,873,460**	**$ 95,756,644**

EXPENDITURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 ADOPTED
General Fund	$ 34,265,250	$ 32,519,755	$ 31,559,944	$ 33,640,265
General Debt Service Fund	12,588,942	15,255,961	15,881,563	14,446,068
Utility Fund	29,991,775	40,743,308	40,088,146	30,401,063
Solid Waste	3,719,344	2,941,891	2,975,518	3,085,503
Utility Debt Service Fund	5,369,400	6,896,155	7,118,284	7,185,237
Hidden Valley Rentals	-	-	-	-
Vehicle & Equipment Repl Fund	1,237,799	2,525,663	2,309,575	3,861,828
Grant Restricted Funds	354,163	143,000	232,296	134,480
Municipal Court Fund	79,753	295,185	110,389	295,185
Public Art	94,659	82,268	75,165	63,914
Recreation and Parks Programs	23,450	-	-	-
Tourism Board/Occupancy Tax	224,460	449,463	427,891	403,200
CPTV-10 / Cable Fund	41,026	97,340	73,570	97,339
Tax Incriminate Reinvestment Zone	1,480,000	964,045	475,654	484,961
Law Enforcement	2,972	41,121	4,191	34,422
Economic Development (4A)	4,007,751	4,533,880	4,401,311	4,241,679
Community Development (4B)	3,013,129	6,107,483	3,502,891	3,857,867
TOTAL EXPENDITURES	**$ 96,493,873**	**$ 113,596,518**	**$ 109,236,388**	**$ 102,233,011**

FY 2012-2013 CONSOLIDATED PROJECTED FUND BALANCES

	UNRESERVED FUND BALANCE 9/30/2011	PROJECTED REVENUES FY 2011-2012	PROJECTED EXPENDITURES FY 2011-2012	PROJECTED UNRESERVED FUND BALANCE 9/30/2012	ADOPTED REVENUES FY 2012-2013	ADOPTED EXPENDITURES FY 2012-2013	PROJECTED UNRESERVED FUND BALANCE 9/30/2013
General Fund	$ 13,714,077	$ 31,033,649	$ 31,559,944	$ 13,187,783	$ 31,965,823	$ 33,640,265	$ 11,513,341
General Debt Service Fund	4,131,099	14,872,752	15,881,563	3,122,288	14,497,568	14,446,068	3,173,788
Utility Fund	22,898,530	29,875,420	40,088,146	12,685,804	28,068,262	30,401,063	10,353,003
Solid Waste Fund	448,467	3,046,774	2,975,518	519,723	3,208,079	3,085,503	642,299
Utility Debt Service Fund	1,331,383	5,786,901	7,118,284	-	7,189,737	7,185,237	4,500
Hidden Valley Rentals	-	-	-	-	-	-	-
Vehicle & Equipment Repl Fund	3,655,947	2,170,815	2,309,575	3,517,187	1,879,833	3,861,828	1,535,192
Grant Restricted Funds	730,396	253,835	232,296	751,935	135,370	134,480	752,825
Municipal Court Fund	296,436	116,991	110,389	303,038	105,650	295,185	113,503
Public Arts Fund	63,090	35,839	75,165	23,764	40,150	63,914	-
Recreation and Parks Fund	-	-	-	-	-	-	-
Tourism Board/Occupancy Tax	889,421	381,250	427,891	842,780	403,200	403,200	842,780
CPTV-10 / Cable Fund	64,036	97,156	73,570	87,622	97,339	97,339	87,622
Tax Incriminate Reinvestment Zone	475,654	484,961	475,654	484,961	445,148	484,961	445,148
Law Enforcement	46,890	34,492	4,191	77,191	70	34,422	42,839
Economic Development (4A)	5,398,023	3,819,675	4,401,311	4,816,387	3,860,060	4,241,679	4,434,768
Community Development (4B)	9,853,297	3,862,950	3,502,891	10,213,356	3,860,356	3,857,867	10,215,845
TOTAL	**$ 63,996,746**	**$ 95,873,460**	**$ 109,236,388**	**$ 50,633,818**	**$ 95,756,644**	**$ 102,233,011**	**$ 44,157,452**



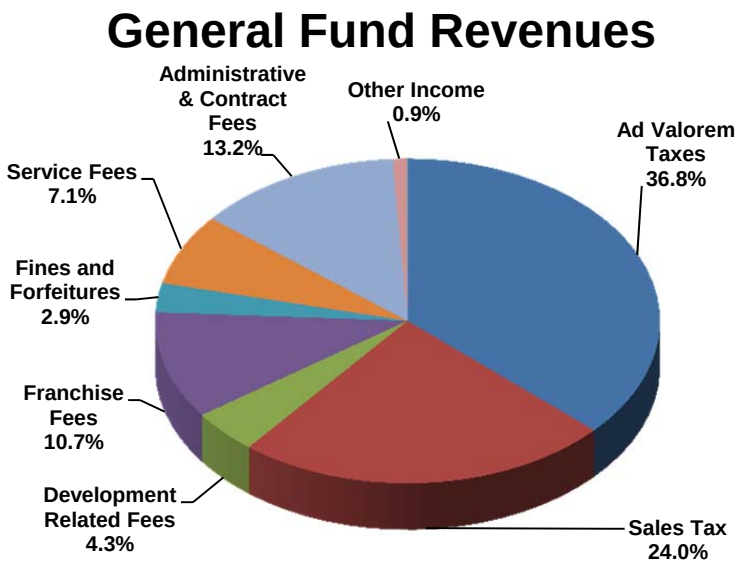
STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

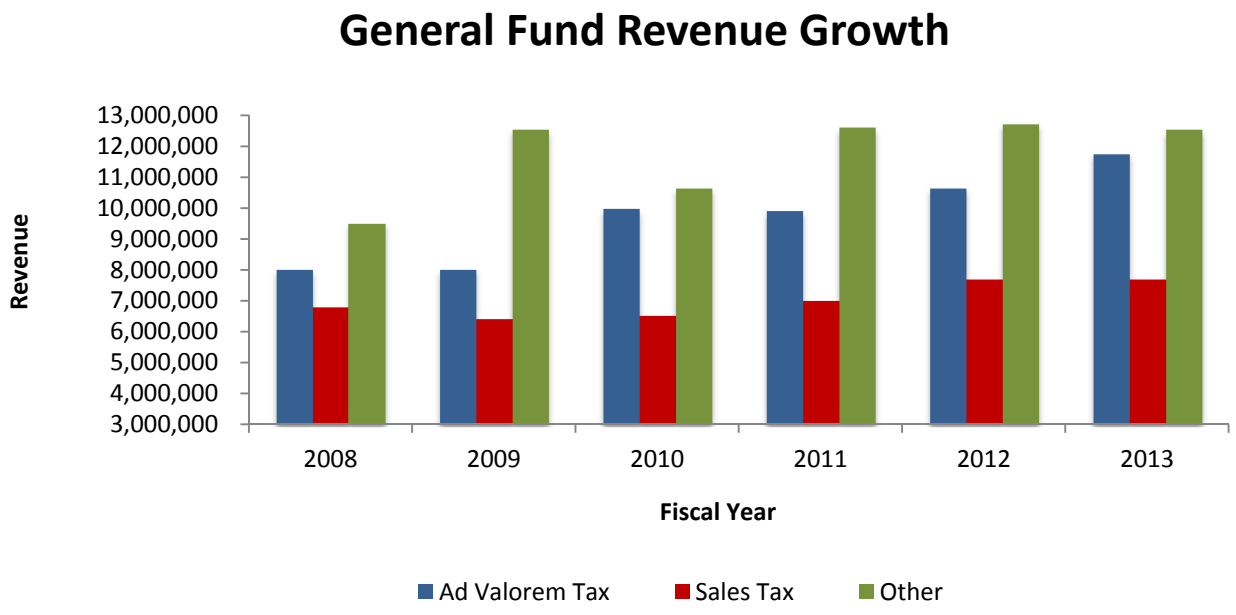
This statistical analysis summarizes the FY 2012-2013 Adopted Budget by providing a summary of the revenue and expenditures of the City's various funds and provides a comparison to FY 2011-2012 budget and year-end projections.

GENERAL FUND

Revenue Assumptions:

The budget takes a conservative approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2012-2013 are $31,965,823 and assume an overall increase of 8.0% over FY 2011-2012 budget and an overall increase of 3.0% from FY 2011-2012 projections. Funding of the City's General Fund operations is derived from eight major revenue categories, with ad valorem tax being the largest category with 36.8% and sales tax the second largest at 24.0%. The pie chart shows the revenue percentage breakdown by category and the bar graph shows the growth of ad valorem tax, sales tax, and all other revenues over five years.

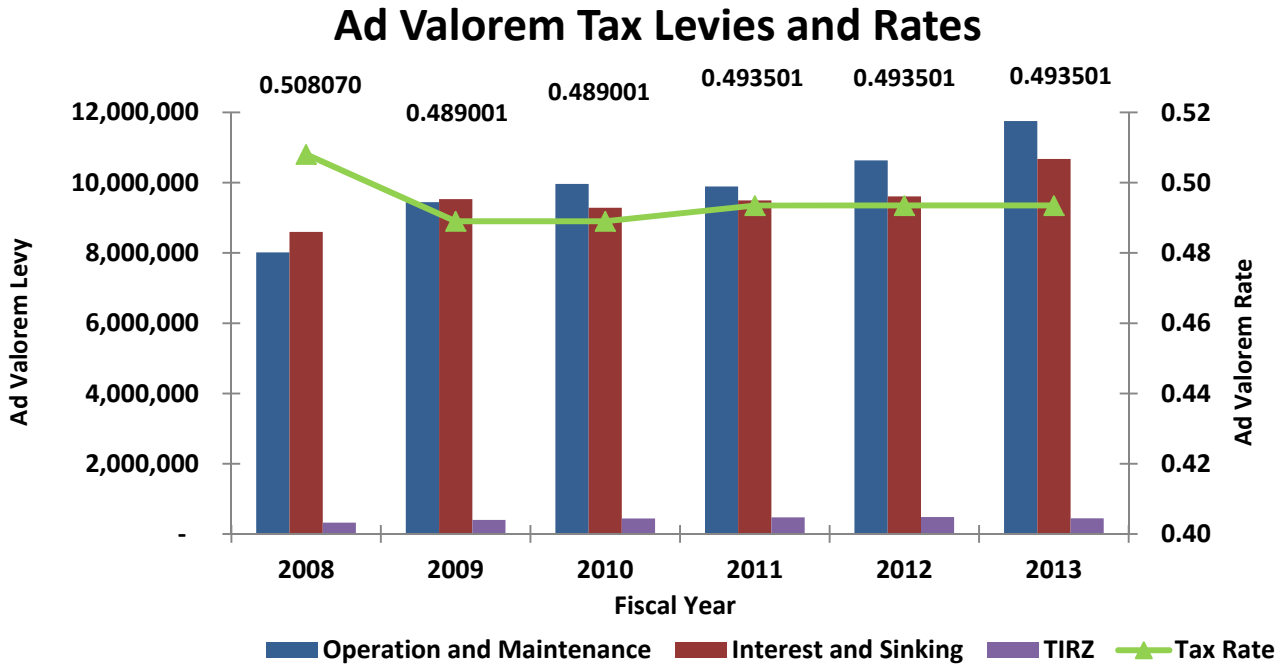




STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Ad Valorem Taxes:

Ad Valorem tax is the largest revenue source for the City of Cedar Park and is split between the General Fund (Operations and Maintenance tax rate), and Debt Service (Interest and Sinking tax rate). The FY 2012-2013 rate is $0.493501/100, which is the same overall rate as FY 2011-2012. The average household value has increased from $189,477 to $192,148 which results in an average increase of $13 on residential ad valorem payment. The estimated property tax revenue for FY 2012-2013 is $22,872,401 which is an increase of $2,486,272, or 12.2%, from budget and an increase of $2,145,160, or 10.3%, from projections. Of the increase, approximately $1,233,000 or 46.0% is related to the annexation of WCID #1-D which added X new homes to the City. An additional approximately $151,896,000 or 28.0% of the increase was related to new development.



The Operations and Maintenance rate is $0.258464 which is a slight decrease from the 2012 rate of $0.261739 and will result in O&M revenue amount of $10,637,789. As seen in the graph, the General Fund property tax growth will increase slightly which reflects the increase ad valorem from annexation and new development.

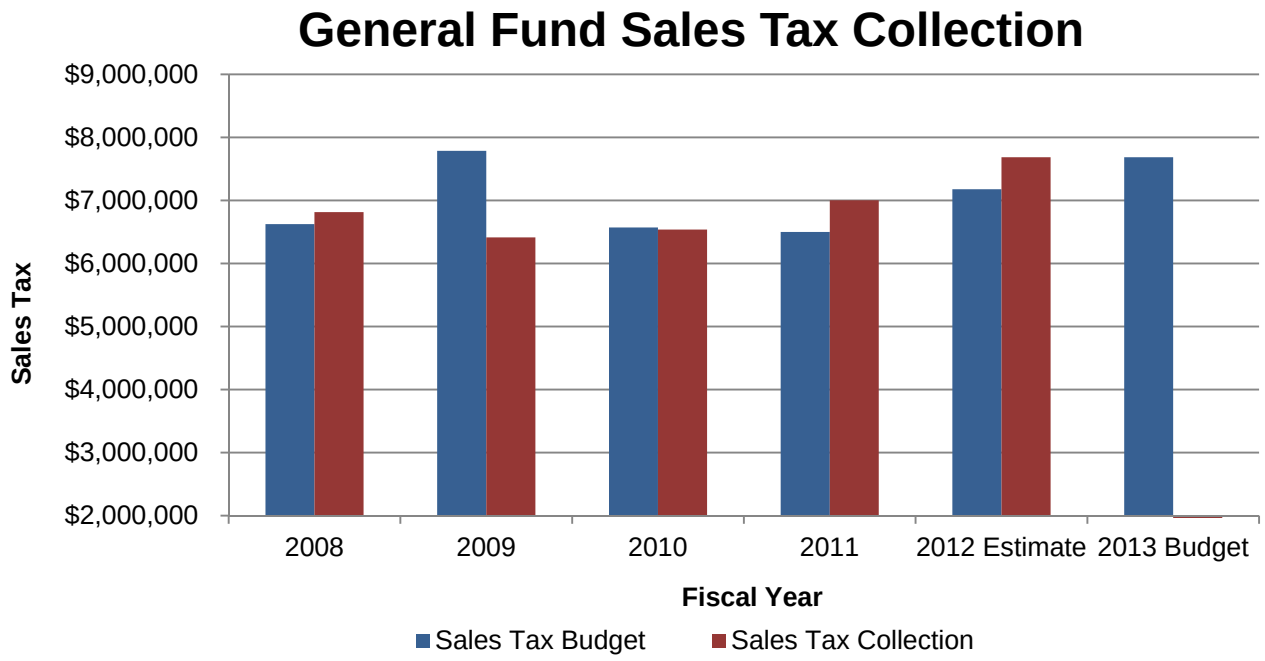
FY 2012-2013 Budget	$11,754,464	
% of Fund Revenue	36.8%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 1,215,574	11.5%
FY 2011-2012 Projection	$ 1,119,100	10.5%

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Sales and Use Tax Collections:

FY 2012-2013 Budget	$7,685,119	
% of Fund Revenue	24.0%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 508,380	7.1%
FY 2011-2012 Projection	$ -	0.0%

The second largest General Fund revenue source is Sales Tax. The City's total sales tax rate is 2¢ per $1.00 with 1¢ going to the General Fund, 0.5¢ going to the 4A Corporation for economic development projects, and 0.5¢ going to the 4B Corporation for community development projects. The FY 2011-2012 projected year-end sales tax is $15,289,469, and of this amount approximately half or $7,685,119 will go to the General Fund. Currently, FY 2011-2012 sales tax has trended approximately 9% higher monthly compared to prior year monthly payments, due in part to one-time construction and development sales tax allocations. The FY 2012-2013 sales tax budget was based upon the trends seen in the City's core sales tax providers plus anticipated growth from the new development. When sales tax trends are adjusted for the one-time allocations, the FY 2012-2013 budget anticipates continued positive trending. The graph below shows the history of sales tax budget and collection growth.



STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Development Fees:

FY 2012-2013 Budget	$1,387,053	
% of Fund Revenue	4.3%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 265,352	23.7 %
FY 2011-2012 Projection	$ (249,039)	(15.2)%

Development services are fees based upon construction such as building permits, construction inspections, and permit fees. During FY 2011-2012, construction and development activity was seen throughout the City and reflected activity seen during pre-economic recession years. Beginning in FY 2012-2013, the City will begin to provide building plan review in-house, rather than thru a third party. The revenue will now be collected by the City and used to fund a dedicated Building Inspections Plan Reviewer. In prior years, this revenue was collected directly by the third party. For FY 2012-2013, the city is anticipating a slight decrease from projections due to a lower amount of undeveloped land available in the City.

Franchise Fees:

FY 2012-2013 Budget	$3,416,255	
% of Fund Revenue	10.7%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 4,094	0.1 %
FY 2011-2012 Projection	$ (39,332)	(1.1)%

Franchise taxes represent those revenues collected from utilities operating within the City's right-of-way to conduct their business including Time Warner, AT&T, Pedernales Electric, and Atmos Energy. This also includes the City of Cedar Park utilities for water and sewer. Typically, the franchise charge is based on either gross revenue or usage, depending on the contract. The City is projecting a decrease due to current trending of revenues which reflect a slight decrease in usage.

Administrative and Contract Fees:

FY 2012-2013 Budget	$4,221,525	
% of Fund Revenue	13.2%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 237,965	6.0%
FY 2011-2012 Projection	$ 245,673	6.2%

Administrative and contractual services account for revenues based upon transfers from other funds for administrative support or for contractual obligations with outside organizations. The General Fund receives a transfer for administrative support from the Utility Fund, 4A Corporation, 4B Corporation, and the Tourism Board. The Utility Fund transfer is $2,968,459, or 70.3%, of the revenue category and includes a payment-in-lieu of taxes charge. The other transfers total $613,422, or 14.5%. The City also has contracts with Leander ISD to provide School Resource Officers for 2 of the high-school campuses which totals $121,049, or 2.9%, and contracts with the Central Texas Regional Mobility Authority for $231,595, or 5.5%, to provide traffic control on Highway 183A. The transfers include personnel calculations so all increased slightly due to changes in compensation and increased healthcare costs.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Fines and Forfeitures:

FY 2012-2013 Budget	$925,000	
% of Fund Revenue	2.9%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 17,500	1.9 %
FY 2011-2012 Projection	$(55,000)	(5.6)%

Fines and forfeitures represent revenue generated from the Municipal Court. In FY 2011-2012, the State again reduced the Selected Traffic Enforcement Program (STEP) Grant funding which provided overtime funding for traffic enforcement of high-traffic areas. While the budget reflects a slight increase, The City is anticipating fines and forfeitures to reduce by approximately 5% from projections, which is similar to the amount of fines related to the STEP Grant.

Service Fees:

FY 2012-2013 Budget	$2,272,818	
% of Fund Revenue	7.1%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 85,573	3.9 %
FY 2011-2012 Projection	$ (47,723)	(2.1)%

Fees for Service are revenues received for directly providing a service to specialized group or individual, and include fire protection fees, park and recreation fees, library fines, animal control fines. Fire protection fees are fees paid by municipal utility districts and other areas of the city's extra-territorial jurisdiction that contract with the City for fire service. Fire protection fees account for $1,098,595 or 48.3% for the fees for service category. Park and Recreation Fees is the second largest fee at $975,000, or 42.9%. Park and recreation fees are expected to increase based upon the creation of an adult athletic league program. In addition, the Recreation Center has exceeded the goal of 50% cost recovery and is projected to exceed that goal in FY 2012-2013 as well.

Miscellaneous Fees:

FY 2012-2013 Budget	$303,589	
% of Fund Revenue	0.9%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 46,123	17.9 %
FY 2011-2012 Projection	$ (41,505)	(12.0)%

Miscellaneous revenues consist of revenues that do not fit into other categories including interest income, beverage tax, and ad valorem delinquent fees/penalties. Ad Valorem delinquent fees/penalties is the largest revenue in miscellaneous revenues at $131,466, or 40.8%. The second largest category is the mixed beverage tax levied on mixed drinks at restaurants, pubs, and the Cedar Park Center and revenue shared with the State. Beginning FY 2011-2012, the State reduced the revenue sharing of the mixed-beverage tax and the City's new proportion is approximately 25%. For FY 2012-2013, mixed beverage is anticipated to be $65,723 which is approximately the same amount received in FY 2009-2010 which was the first year of the Cedar Park Center and prior to several new upscale restaurants opening.

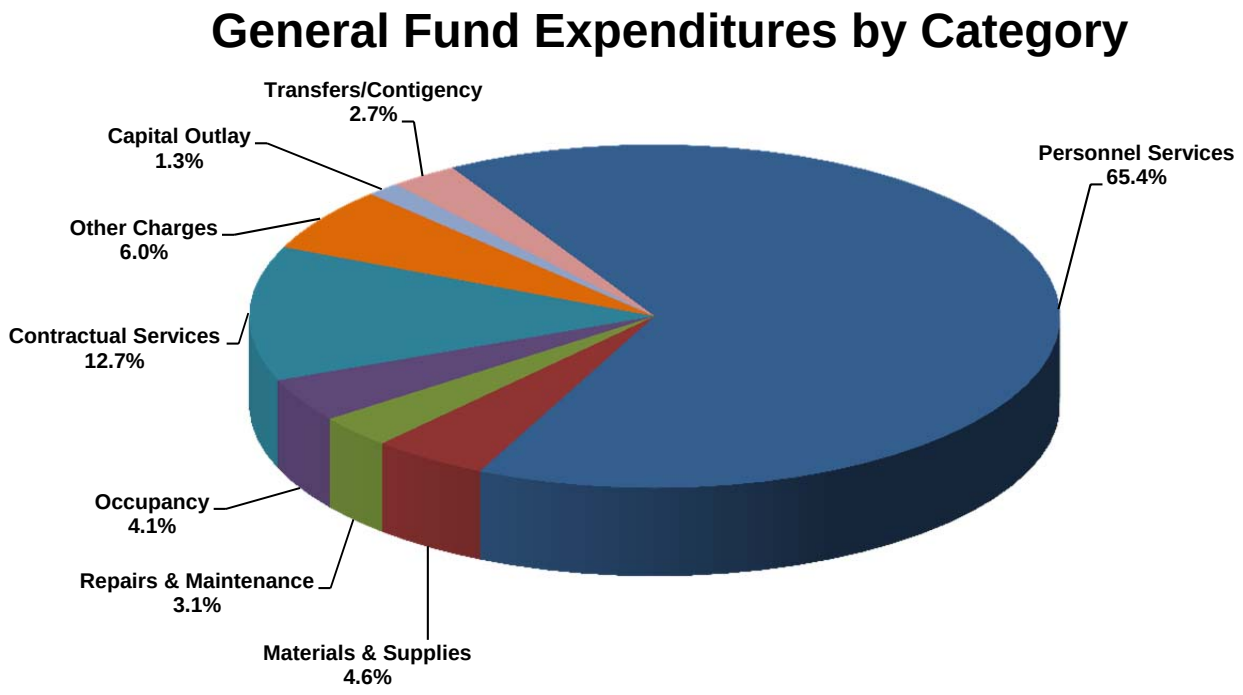
STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Expenditure Synopsis:

The General Fund expenditures total $33,640,265 for FY 2012-2013, which is an increase of $1,120,510, or 3.4%, from the FY 2011-2012 budget and increase $2,080,321, or 6.6%, year-end projections. Included in the budget is $759,723 in one-time expenditures, $148,000 in re-appropriations from FY 2011-2012, and use of $800,000 in fund balance for the design work of FM 1431 from Sam Bass to Parmer for a total of $1,707,723 which will be funded through the use of fund balance. While the total expenditures are over operating revenues, the General Fund is structurally balanced as the operating revenues are above the operating expenditures by $33,282. A breakdown and description of the General Fund expenditures by account category and by function is provided below.

Expenditures by Account Category

The General Fund is broken into nine major categories which are personnel, materials and supplies, repairs and maintenance, occupancy, contractual, other charges, capital, transfers, and contingency. Personnel costs, including any increases in compensation rates, are calculated by the Financial Services department. Capital outlay costs consist of large one-time costs. All other costs are based on the previous year's revised funding level minus any one-time costs from the previous year. In order for departments to receive an increase in funding, either an adjustment to base request must be approved by the City Manager or an Enhancement must be approved by Council. Below is a breakdown of FY 2012-2013 account category expenditures.



STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Personnel Services:

FY 2012-2013 Budget	$22,006,586	
% of Fund Expenditures	65.4%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 1,842,828	9.1%
FY 2011-2012 Projection	$ 2,231,700	11.3%

Personnel Services is the single largest expenditure category for the General Fund and includes the costs related to salaries, insurance, and retirement. The FY 2012-2013 budget includes a 3.25% pay-for-performance for general service employees. Civil service employees will receive step increase on their anniversary and the steps will be adjusted on January 1. The City approved funding for a Systems Administrator in Information Technology, an Assistant Director of Human Resources, an Evidence Technician, PD Logistics Coordinator, a 911-Call-Taker and an Animal Control Officer in the Police Department, a Building Inspections Plan Reviewer in Development Services, an Athletic Program Coordinator and part-time Recreation Assistant in the Parks and Recreation Department, and a Lead Library Generalist. In addition, an executive administration position was approved for the Fire Department, however, the title and duties will be determined during the year after further review of departmental needs. For the first time in four years, no changes were made to the health insurance plan, however, the health insurance cost increased by approximately 13.0% from FY 2011-2012 budget due to usage.

Materials and Supplies:

FY 2012-2013 Budget	$1,559,220	
% of Fund Expenditures	4.6%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (154,844)	(9.0)%
FY 2011-2012 Projection	$ (143,863)	(8.4)%

These object classifications are for expendable materials and operating supplies necessary to conduct departmental activities. For FY 2012-2013, street rehabilitation has been decreased from $600,000 to $325,000 due to a one-time re-appropriation of the prior year rehabilitation funding. Road repair materials were increased by $55,000 based upon historical spending and the additional roads to be maintained in WCID #1-D. In the Police department, FY 2011-2012 and FY 2012-2013 included funding for one-time purchases of equipment which is discussed in the Public Safety section. One-time computer and equipment set-ups for new positions have been also included.

Repairs and Maintenance:

FY 2012-2013 Budget	$1,031,891	
% of Fund Expenditures	3.1%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 108,745	11.8%
FY 2011-2012 Projection	$ 113,259	12.3%

These object classifications are for expendable upkeep of physical properties in condition for use of tangible property of a more or less permanent nature which is used in carrying out operations and include building maintenance, vehicle repair, and computer/equipment repairs. In the Fire Department, an annual fire station refurbishment program was created for $30,000 to allow for annual maintenance and improvements at the City's

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

four fire stations and $18,000 was added for one-time purchase of remote nozzles for the Fire Department's brush trucks. In the Field Operations department, a fleet management software system was purchased to allow for better tracking of fuel usage and vehicle maintenance needs.

Occupancy:

FY 2012-2013 Budget	$1,390,592	
% of Fund Expenditures	4.1%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 16,750	1.2%
FY 2011-2012 Projection	$ 89,560	6.9%

These object classifications are for the utilities and related expenses required to maintain a building such as electricity, water, telephone and gas. FY 2011-2012 had a relatively mild Spring and Summer compared to typical years and resulted in savings in electricity and water. For FY 2012-2013, electricity is anticipated to increase related to the street lights acquired in the annexation of WCID #1-D.

Contractual Services:

FY 2012-2013 Budget	$4,263,545	
% of Fund Expenditures	12.7%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 42,740	1.0%
FY 2011-2012 Projection	$305,227	7.7%

These expenditures are obligations resulting in services rendered to City activities by private firms or other City departments. During FY 2011-2012, a budget amendment was approved for one-time funding of a Comprehensive Master Plan for $125,000 and Executive Recruiting for $23,000 and the funding has been re-appropriated for FY 2012-2013 to allow for completion of the projects. In addition, amendments were approved to allow one-time transfers to the Vehicle and Equipment Services (VES) Fund for the purchase of a Fire Engine in FY 2011-2012 and a Quint bucket truck in FY 2012-2013 which totaled $552,228. After the one-time transfer is removed, the FY 2012-2013 VES transfer will increase by $377,388 related to equipment purchased in FY 2011-2012, the Quint, and the new take-home Police vehicle program. In addition, FY 2012-2013 includes one-time funding of $75,000 for an overhead electric-line study.

Other Charges:

FY 2012-2013 Budget	$2,027,867	
% of Fund Expenditures	6.0%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 86,950	4.5%
FY 2011-2012 Projection	$ 222,828	12.3%

These object classifications are expenditures that do not apply to other expenditure classification and includes training and travel, membership dues, printing and publications. Beginning in FY 2012-2013, the City will no longer be cost sharing election costs with the LISD, who moved their elections to November, and has budgeted $30,000 to account for the change. In the Library, $10,000 was added to cover the loss of a reading program grant, and in the Fire Department, $20,000 was added to cover anticipated grant matches. In addition, the Economic Development line-item increased by $21,500 related to new development in 1890 Ranch.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Capital Outlay:

FY 2012-2013 Budget	$442,766	
% of Fund Expenditures	1.3%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (777,900)	(63.7)%
FY 2011-2012 Projection	$ (779,131)	(63.8)%

Capital outlay expenditures are large one-time purchases for an item that is expected to have a usefulness span of over a year. Departments must submit an enhancement package request to receive capital outlay expenditures. The request must be approved by City Council as part of the budget adoption process and the costs vary significantly from year-to-year. As discussed in the City Manager's Memo, a budget amendment was approved to provide one-time funding for the Public Safety Technology project, Parks warning system, upgraded fuel pumps at the Service Center, Library circulation desk, Library building access control, Municipal Court security glass, re-plaster Buttercup Pool and install ADA lifts at all City pools. For FY 2012-2013, the capital outlay budget includes the purchase of 8 new patrol vehicles related to the Police take-home vehicle program, an Animal Control truck for the new Animal Control Officer, a new sign machine for the Street Maintenance Division, and equipment for the Fleet Management System.

Transfers out:

FY 2012-2013 Budget	$814,298	
% of Fund Expenditures	2.4%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (32,759)	(3.9)%
FY 2011-2012 Projection	$ (32,759)	(3.9)%

Transfers out reflect a transfer from the General Fund to another fund within the City's operating and capital budgets. For FY 2012-2013, the transfers out category includes $800,000 related to the 1431 (Parmer to Sam Bass) road project which is being cash funded, and a $14,298 payment for the Energy Conservation Loan from the State. FY 2011-2012 was the final year of payments for a fire-engine lease to own agreement.

Contingency:

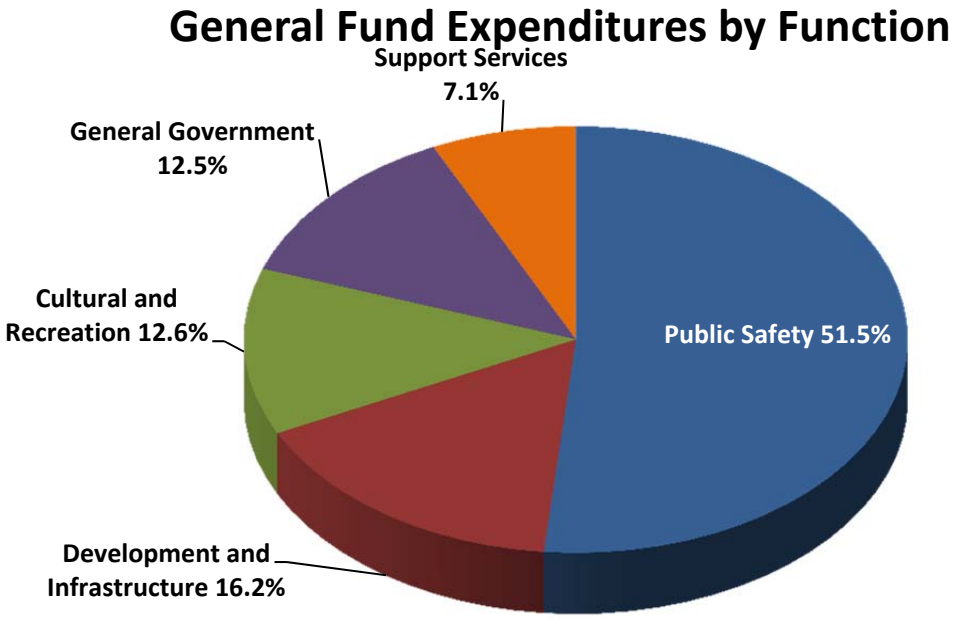
FY 2012-2013 Budget	$103,500	
% of Fund Expenditures	0.3%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (12,000)	(10.4)%
FY 2011-2012 Projection	$ 73,500	245.0 %

The Contingency category is funding for any unforeseen expenditures that may occur during the fiscal year. According to the City Charter, the contingency may not exceed 3% of total budget and usage requires the approval of Council. In General Non-Departmental there is a contingency of $73,500 for unexpected City expenditures which was decreased by $12,000 based upon history. In the Economic Development department budget, there is a contingency line item of $30,000 for unexpected economic development expenditures.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Expenditures by Function

There are five main functions in the General Fund which are public safety, development and infrastructure, culture and recreation, general government, and support services. A breakdown of FY 2012-2013 departmental expenditures and a brief description is given comparing the departments to the FY 2011-2012 budget and year-end projections. Below a pie chart shows the percentage breakdown of each function and a bar graph shows the expenditure growth of each function compared to population growth.



Public Safety:

FY 2012-2013 Budget	17,341,019	
% of Fund Expenditures	51.5%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 460,395	2.7%
FY 2011-2012 Projection	$ 755,086	4.6%

The Public Safety function handles all aspects related to citizen protection and is made up of the Police Services, Fire Services, Municipal Court, and Emergency Management departments. For FY 2012-2013, civil service employees will receive an annual step payment on their anniversary date and the step plans will be adjusted for annual increase of $480,740.

In the Emergency Management Department, the annual cost of Black Board Connect was increased by $4,000 related to adding new homes from WCID #1-D. There were no significant changes to the Municipal Court budget, however a CIP project to install security glass at the Municipal Court front counter was funded and began work in FY 2011-2012.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Culture and Recreation:

FY 2012-2013 Budget	$4,245,238	
% of Fund Expenditures	12.6%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 193,260	4.8%
FY 2011-2012 Projection	$ 269,079	6.8%

The culture and recreation function includes the Parks and Recreation, Library, and Tourism departments. In the Parks and Recreation department an Athletic Program Coordinator and program funding was added to coordinate the athletic leagues which will begin in FY 2012-2013 and a part-time Recreation Assistant for the Rec Center was added to help with shift coverage, including after-hours events. Also, one-time funding has been provided for a Parks Master Plan to coincide with the Comprehensive Master Plan. In FY 2011-2012, a budget amendment created CIP projects to move warning sirens from the Fire Stations to key parks to provide a weather-warning system in the Parks, re-plaster Buttercup Pool, and to add ADA pool lifts at all pools.

In the Library, a Lead Library Generalist position was added to help provide additional oversight of Library activities. A community programs line-item was added to provide funding for children's programs which had been funded by a grant in prior years. In addition to the City funding, the Friends of the Library organization will be providing funding to the programs to help cover the remaining loss of the grant funding. In FY 2011-2012, a budget amendment was approved for 11 new computers to replace one-fourth of the outdated grant purchased computers. For FY 2012-2013, the Library VES transfer was increased by $16,250 to fund the annual replacement contributions for the grant-purchased computers and will allow the computers to be replaced on the same schedule as all other City computers.

The Tourism Department was created in FY 2011-2012 and the budget was increased to enhance the Tourism programs, in particular the Visitors Center Offices located in Building #3 of the City Hall Campus.

Development and Infrastructure:

FY 2012-2013 Budget	$5,453,280	
% of Fund Expenditures	16.2%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 351,562	13.2%
FY 2011-2012 Projection	$ 637,520	16.2%

The Development and Infrastructure function handles both commercial and residential development through the departments of Engineering and Development Services and maintains the City infrastructure through the Field Operations Department. In the Engineering Department, funding was included for a feasibility study on converting overhead power lines to underground power lines. In the Development Services Department, a Geographic Database Manager was added to better coordinate and utilize the various GIS data that City departments collect and maintain and a Building Inspections Plan Reviewer was added to review plans in-house rather than utilizing a third party reviewer which should lower review times. In FY 2011-2012, funding was approved for a Comprehensive Master Plan which has been re-appropriated to FY 2012-2013. In Field Operations, the City is currently in negotiations with Tx-DOT to takeover traffic signals located on state roads within the City which are currently maintained by Tx-DOT. The estimated cost to the City is $200,000 annually including the possible hiring of two additional Traffic Signal Technicians. Funding was also included to purchase a new sign machine and a fleet management system.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

General Government:

FY 2012-2013 Budget	$4,221,009	
% of Fund Expenditures	12.5%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (174,636)	(4.0)%
FY 2011-2012 Projection	$ 49,337	1.2 %

This function handles the administrative functions of the City and is comprised of the General Non-Departmental, City Council, City Manager, City Secretary, Media and Communications, Economic Development and Legal Services departments. In the General Non-Departmental Department, one-time funding for a maintenance agreement with Deer Creek as part of the annexation of WCID #1-D and one-time capital project funding for fuel pump upgrades at the Service Center and security glass at the Municipal Court.

There are no significant changes to the City Council, City Manager, Media and Communications, or Legal Services Departments.

Support Services:

FY 2012-2013 Budget	$2,379,719	
% of Fund Expenditures	7.1%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 289,929	13.9%
FY 2011-2012 Projection	$369,299	18.4%

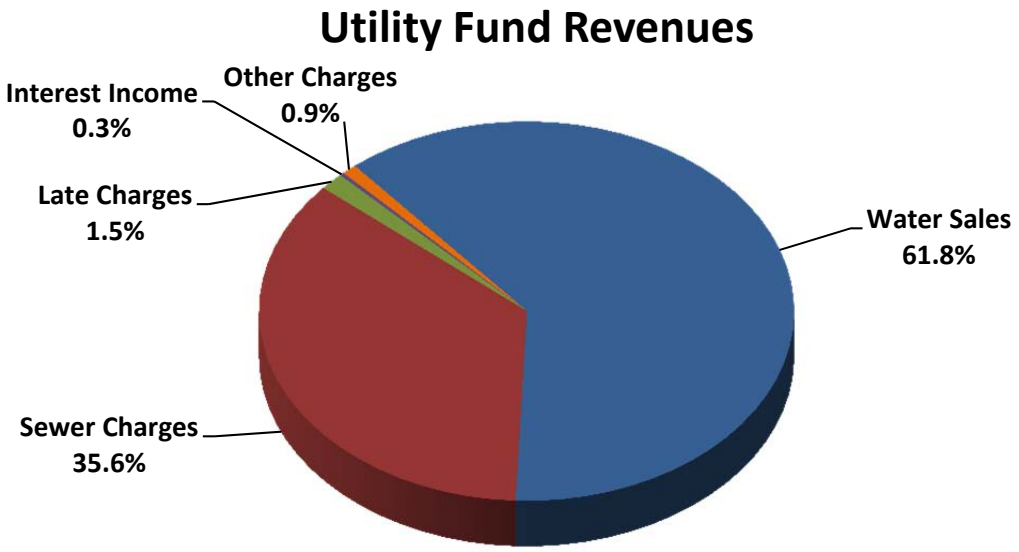
The Support Services function is related to departments that manage financial and internal functions and the customers are typically City employees rather than citizens. Support Services includes the Financial Services Department, Information Technology Department, and Human Resources Department. In the Information Technology department, a Systems Administrator position was added to help with the increased technology infrastructure that has been added over several years as the City becomes more dependent on computers. In addition, the VES transfer was increased by $50,000 to help fund future technology replacements. In the Human Resources department, an Assistant Director of Human Resources was added to handle risk management which is currently divided into multiple departments and to create health and wellness programs. In FY 2011-2012, a budget amendment provided $23,000 for Executive Recruitment which has been re-appropriated into FY 2012-2013. In the Financial Services department, funds were added for appraisal fee increases for homes annexed in WCID #1-D.

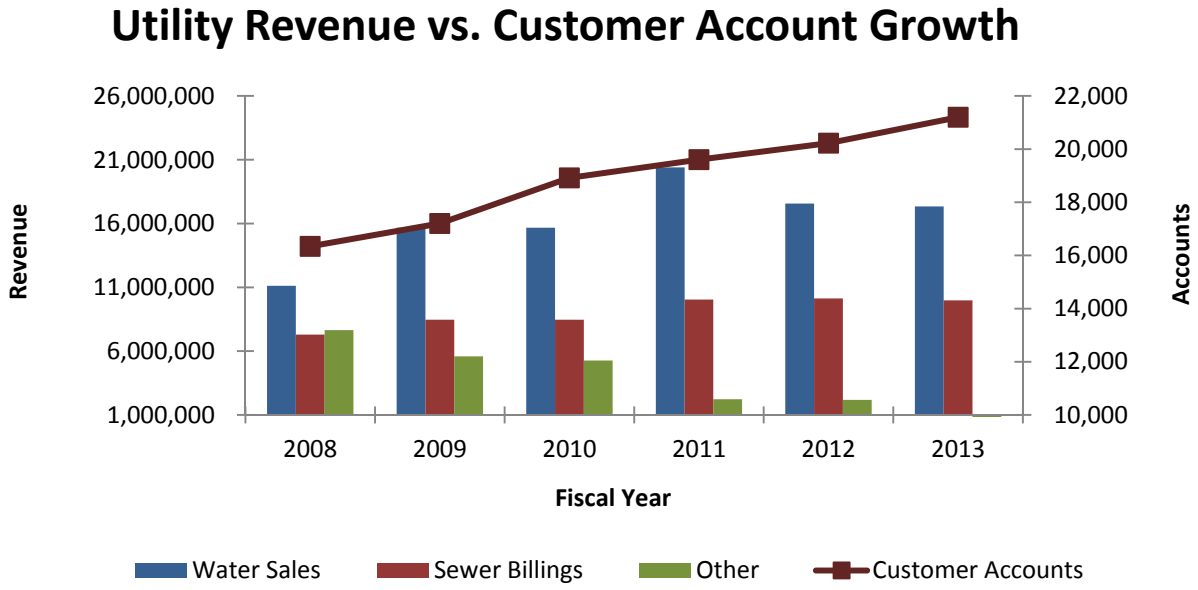
STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

UTILITY FUND

Revenue Assumptions:

The Utility Fund revenues for FY 2012-2013 of $28,068,262 will have an overall decrease of $1,424,045, or -4.8% over FY 2011-2012 budget and a decrease of $1,807,158, or -6.0%, compared to year-end projections. In the Utility Fund, there are five major revenue categories which are Water Sales, Sewer Charges, Late Charges, Interest Income, and Other Revenue. The Utility Fund numbers reflect the amendment in both current and prior numbers. Breakdown of each revenue category for the Utility Fund and a brief description is provided. Below a pie chart shows the category breakdown by percentage and a bar graph shows revenue growth compared to account growth.





STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Water Sales:

FY 2012-2013 Budget	$17,340,120	
% of Fund Expenditures	61.8%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 114,167	0.7 %
FY 2011-2012 Projection	$ (221,500)	(1.3)%

During FY 2011-2012, central Texas experienced a relatively mild summer temperature wise, however, drought conditions persisted due to the minimal rain received and carry-over from the several drought and extreme heat of FY 2010-2011. For budgeting, a normalized year is used to calculate future water usage. A normalized year uses average consumption over several years and allows for a steadier use of funds even as the usage fluctuates from year-to-year. For FY 2012-2013, revenue is expected to decrease from projections based upon a normal year; however, it is expected to increase from budget based upon additional commercial accounts added in FY 2011-2012. In addition, the City's agreement with the Lower Colorado River Authority for the purchase of water ended and has reduced the water sales growth by approximately $315,000.

Sewer Charges:

FY 2012-2013 Budget	$9,985,711	
% of Fund Expenditures	35.6%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (48,690)	(0.5)%
FY 2011-2012 Projection	$ (143,696)	(1.4)%

Sewer rates are based on a water usage during the winter months and are assessed on water usage during the year. The decrease in FY 2012-2013 is related to a projected decrease in water sales during the winter months due to current lowered demand compared to this point in FY 2011-2012.

Late Charges:

FY 2012-2013 Budget	$412,686	
% of Fund Expenditures	1.5%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 9,081	2.2%
FY 2011-2012 Projection	$ 32,654	8.6%

Late charges are assessed on utility bills once the due date has surpassed. Historically, this revenue has increased as the amount of customers has increased and for FY 2012-2013 a slight increase from FY 2011-2012 budget is projected due to additional utility accounts. In addition, the budget is increased over projections based upon the City experiencing more accounts delaying payments.

Interest Income:

FY 2012-2013 Budget	$76,688	
% of Fund Expenditures	0.3%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 1,688	2.3%
FY 2011-2012 Projection	$ 53,295	227.8%

Interest income is revenue created by the investment of working capital into investment pools. Interest income has been significantly impacted by the economic recession and is anticipated to continue be relatively low during FY 2012-2013.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Transfer-Impact Fees:

FY 2012-2013 Budget	$-	
% of Fund Expenditures	0%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (1,543,288)	(100.0)%
FY 2011-2012 Projection	$ (1,543,288)	(100.0)%

In prior years, transfer-impact fees were transferred from the Community Impact Fee (CIF) fund into the Utility Fund and then again transferred into either the Water or Wastewater CIP fund. Beginning in FY 2012-2013, the City will transfer the transfer-impact fees from the CIF fund directly to the CIP funds.

Other Revenue:

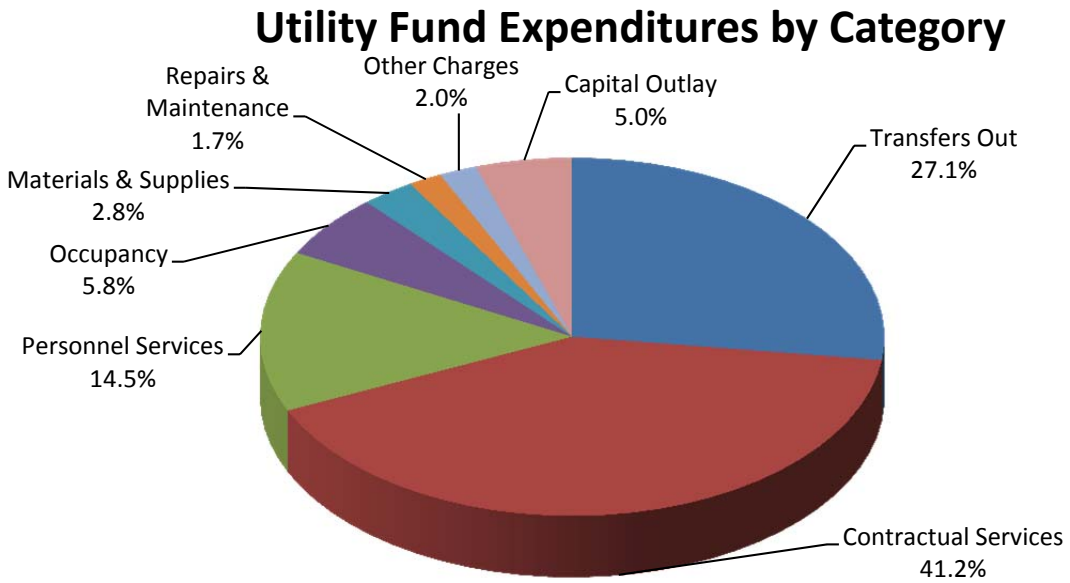
FY 2012-2013 Budget	$253,057	
% of Fund Expenditures	0.9%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 42,997	20.5%
FY 2011-2012 Projection	$ 15,377	6.5%

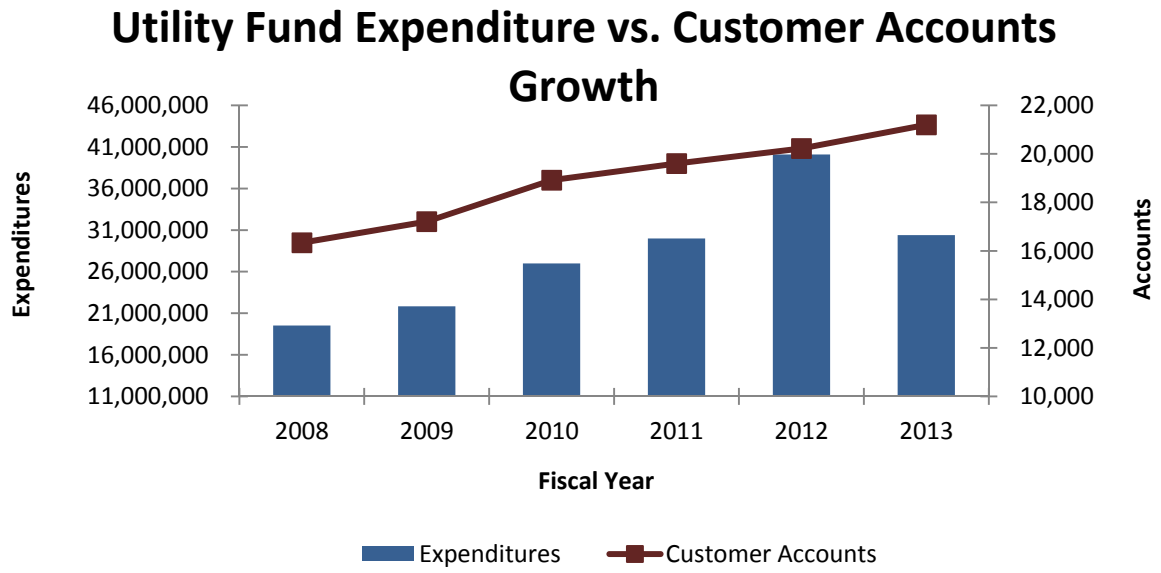
All additional revenues are combined to create the other revenue category which includes tap and connection fees, credit card fees, and industrial pre-treatment reviews. For FY 2012-2013, other revenue includes BCRUA reimbursements of approximately $25,000 for the accounting services which are provided by the City as part of the City's contribution to the administration of the authority.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Expenditure Synopsis:

The Utility Fund expenditures total $30,401,063 for FY 2012-2013, which is a decrease of $10,342,245 or -25.4% from FY 2011-2012 budget, and $9,687,083, or -24.2% from projections. The Utility Fund is broken into eight major categories which are personnel, materials and supplies, repairs and maintenance, occupancy, contractual, other charges, capital, and transfers out. Personnel costs, including any increases in compensation rates, are calculated by the Financial Services department. Capital outlay costs consist of large one-time costs and capital rehabilitation programs such as water-line repairs and replacements. All other costs are based on the previous year's revised funding level minus any one-time costs from the previous year. In order for departments to receive an increase in funding, either an adjustment to base request must be approved by the City Manager or an Enhancement must be approved by the City Council. Below is a breakdown of FY 2012-2013 account categories by percentage and a comparison of Utility Fund expenditures compared to customer account growth.





STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Personnel Services:

FY 2012-2013 Budget	$4,416,759	
% of Fund Expenditures	14.5%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 85,089	2.0%
FY 2011-2012 Projection	$ 334,256	8.2%

Personnel Services includes the costs related to salaries, insurance, and retirement. The FY 2012-2013 budget includes a 3.25% pay-for-performance increase and a health insurance increase of approximately 13.0%. No new positions have been added for FY 2012-2013. However, the Water and Energy Efficiency division is a new division created in the Community Affairs Department and will include the Director of Community Affairs and Water and Energy Efficiency Specialist.

Materials and Supplies:

FY 2012-2013 Budget	$839,850	
% of Fund Expenditures	2.8%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (11,200)	(1.3)%
FY 2011-2012 Projection	$ 23,783	2.9 %

These object classifications are for expendable materials and operating supplies necessary to conduct departmental activities. For FY 2012-2013, the material cost of water reclamation has reduced slightly with the opening of the BCRWWS.

Repairs and Maintenance:

FY 2012-2013 Budget	$527,205	
% of Fund Expenditures	1.7%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 20,055	4.0%
FY 2011-2012 Projection	$ 55,196	11.7%

These object classifications are for expendable upkeep of physical properties in condition for use of tangible property of a more or less permanent nature which is used in carrying out operations and include building maintenance, vehicle repair, and equipment repairs. In FY 2012-2013, equipment and building maintenance is anticipated to increase based upon usage and age of infrastructure.

Occupancy:

FY 2012-2013 Budget	$1,754,603	
% of Fund Expenditures	5.8%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (125,597)	(6.7)%
FY 2011-2012 Projection	$ (103,546)	(5.6)%

These object classifications are for the utilities and related expenses required to maintain a building such as electricity, water, telephone and gas. Electricity costs are projected to decrease based upon the opening of the BCRWWS system which decrease demand on the City facilities.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Contractual Services:

FY 2012-2013 Budget	$12,510,277	
% of Fund Expenditures	41.2%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 460,375	3.8%
FY 2011-2012 Projection	$ 1,475,854	13.4%

In the Utility Fund contract services comprises the largest expenditure category which includes contractual obligation, bulk raw water purchases, general fund transfers for franchise fees and administrative charges. The City's contribution for the Brushy Creek Regional Utility Authority (BCRUA) and Brushy Creek Regional Wastewater System (BCRWWS) accounts for 34.2% of the contractual services budget which provides regional water and wastewater treatment services. Because the Utility Fund is an Enterprise fund, it provides contributions to the General Fund similar to other utility providers for the city through transfers such as a payment-in-lieu of taxes (PILOT) and franchise fees. A PILOT creates a fee based upon the utility asset value multiplied by the ad valorem rate. A franchise fee is based upon gross revenue collection for City water and sewer sales in order to fund access right-of-way. In addition, the Utility Fund provides an administrative fee related to the services the General Fund provides such as Human Resources, Finance, and Information Technology to ensure the Utility Fund expenditures fund the total cost of its business activities. Contributions to the General Fund account for $3,944,678 or 31.5%. Bulk raw water purchases are $2,190,400 and account for 17.5% of the contractual services. Utility Billing contractual services increased by $23,570 for increased on-line customer usage. In the Utility Non-Departmental department, a one-time Long-Range Plan update was funded for future utility planning. For FY 2012-2013, the Water Conservation Program has been moved from the Utility Administration department to the Water and Energy Efficiency division, including $71,000 which was also moved to the Other Charges category.

Other Charges:

FY 2012-2013 Budget	$599,632	
% of Fund Expenditures	2.0%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 140,542	30.6%
FY 2011-2012 Projection	$ 117,561	24.4%

These object classifications are expenditures that do not apply to other expenditure classifications and includes training and travel, membership dues, printing and publications. In FY 2012-2013, $71,000 of the Water Conservation Program was moved from contractual services to the Community Programs line-item to better reflect expenditure usage. In addition, approximately $46,000 was added to Utility Billing for increased bank services fees and postage.

Capital Outlay:

FY 2012-2013 Budget	$1,520,000	
% of Fund Expenditures	5.0%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (176,500)	(10.4)%
FY 2011-2012 Projection	$ 611,783	67.4 %

Capital outlay expenditures are those that are large one-time purchases for an item that is expected to have a usefulness span of over one year. For FY 2012-2013, annual rehabilitation programs have been moved from the water and wastewater capital funds to the operating funds to reflect an annual cost and have a budget of

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

$1,520,000 in FY 2012-2013. The programs are considered capital purchases because the end improvement will have a useful life of several years and meet the $5,000 threshold; however, the lines to be repaired and/or replaced are not identified in advance and the rehabilitation projects do not receive multi-year funding so they do not meet the criteria to be considered a utility capital project. These funds are budgeted based upon average annual usage; however, year-to-year expenditures may vary depending on asset maintenance needs.

For all other capital costs, departments must submit an Enhancement package request to receive capital outlay expenditures. The request must be approved by City Council as part of the budget adoption process which causes the costs to vary significantly from year-to-year. For FY 2011-2012, funding was included for four new vehicles related to staff, a skid-steer loader, and funding for a Utility Billing kiosk payment center at the new City-hall Campus which have been removed for FY 2012-2013.

Transfers out:

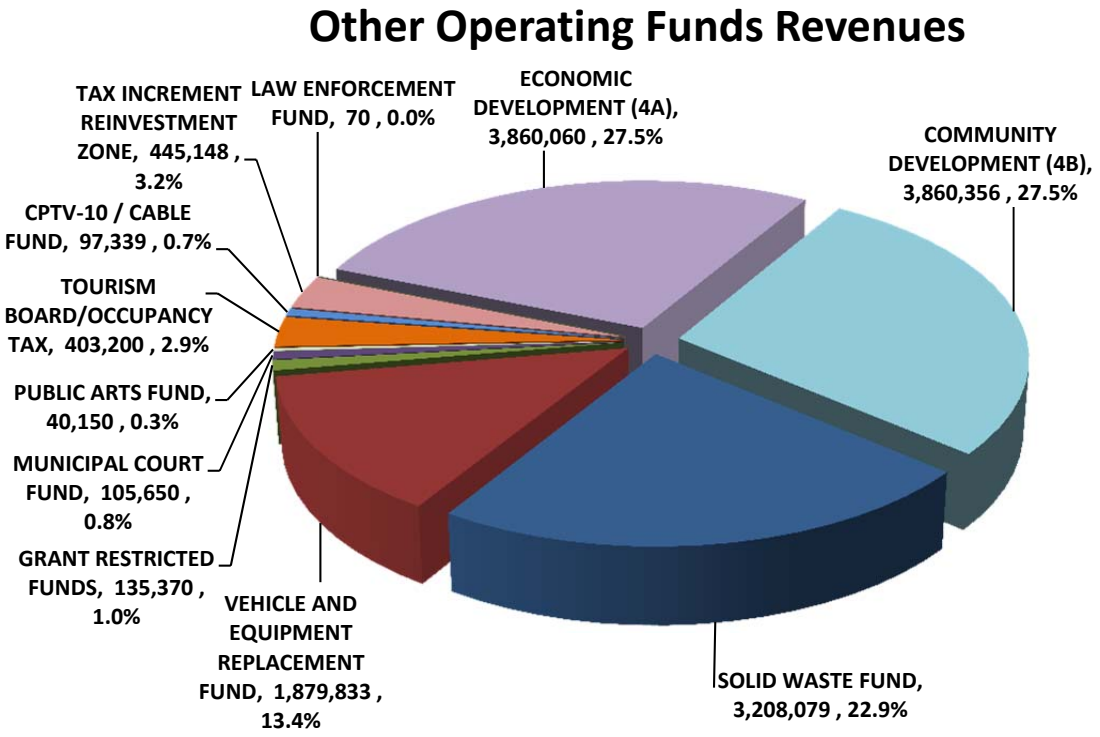
FY 2012-2013 Budget	$8,232,737	
% of Fund Expenditures	27.1%	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$(10,735,017)	(56.6)%
FY 2011-2012 Projection	$(12,201,970)	(59.7)%

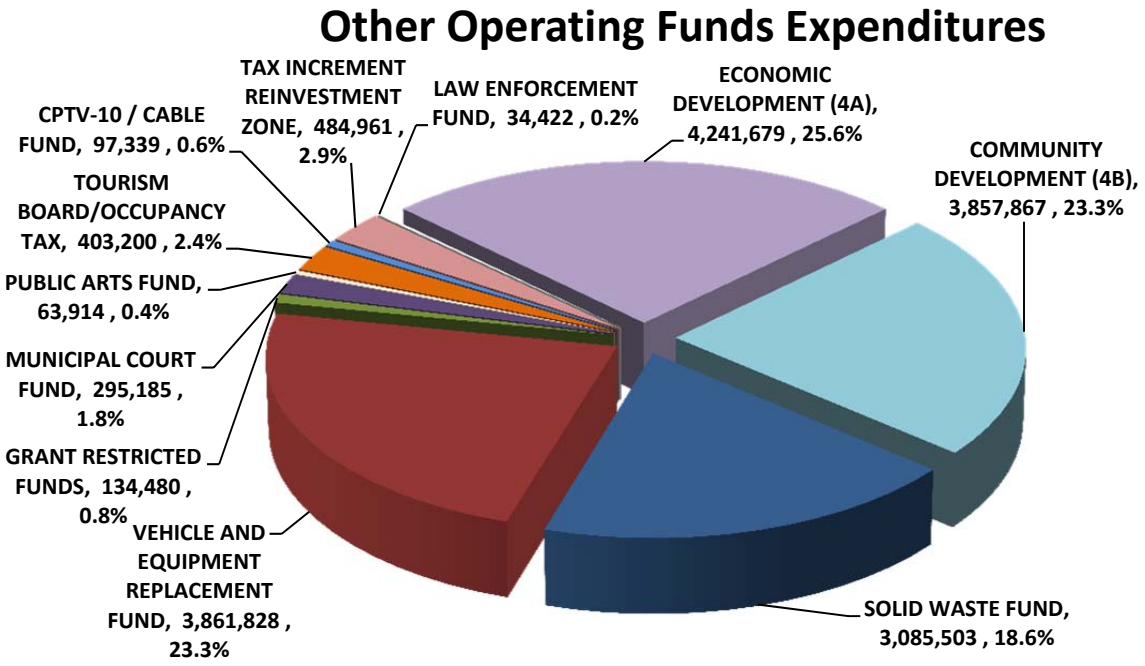
Transfers out in the Utility Fund refer to transfers to the Utility Debt Fund for debt payments and transfers to capital projects. The City implemented a Project-Life budgeting for Capital Improvement Projects in FY 2010-2011 and the transfer to the Capital Improvement Funds (CIFs) reflects the large transfers required to fund the life of the projects. Due to this change, the Transfers Out category will fluctuate annually as new projects are added. For FY 2012-2013, the capital transfers will decrease from $13,323,923 to $1,065,000. FY 2011-2012 included transfers for the new Service Center, Floating Raw Water Intake Contingency Project, Cottonwood Wastewater Inceptor and Buttercup Replacement and BCRWWS West Plant improvements. FY 2012-2013 transfers include Water Meter Program Upgrade, Field Operations Improvements, BCRWWS Interceptor and Inspections. The debt transfer will increase from $5,643,831 to $7,167,737.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

OTHER OPERATING FUNDS

The Other Operating Funds of the City includes funds that are intended to be self-sufficient and/or have been created for a specific purpose as denoted by the name of the fund. Details have been provided for the VES and for Funds which have a City-Council appointed Board which creates the annual budget. A summary is provided for all other funds.





STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Solid Waste

FY 2012-2013 Revenues	$3,208,079	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 348,022	12.2%
FY 2011-2012 Projection	$ 161,305	5.3%
FY 2012-2013 Expenditures	$3,085,503	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 143,612	4.9%
FY 2011-2012 Projection	$ 109,985	3.7%
Revenues – Expenditures	$122,576	

The Solid Waste Fund was created in FY 2009-2010 as part of a change in solid waste service providers and is a self-supporting fund that provides solid waste service and debt payments for the solid waste and single-stream recycling carts. The increase in the revenue and expenditure budgets is related the projected current year costs of service with a slight increase related to new accounts.

Vehicle and Equipment Replacement Fund

FY 2012-2013 Revenues	$1,879,833	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (293,082)	(13.5)%
FY 2011-2012 Projection	$ (290,982)	(13.4)%
FY 2011-2012 Expenditures	$3,861,828	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 1,336,165	52.9%
FY 2011-2012 Projection	$ 1,552,253	67.2%
Revenues – Expenditures	$ (1,981,995)	

The Vehicle and Equipment Replacement fund is an internal fund that is used to maintain a proper replacement for the city's vehicles and capital equipment including computers. Departments provide an annual contribution based on a ratio of cost of replacement and expected life of each vehicle and piece of equipment in the department inventory. The annual departmental contributions help smooth the cost of replacement over the course of the expected life, rather than having large variances in capital costs in the Operating Funds. The required contributions are updated annually as equipment is added and is replaced; however, the budgeted contributions are based upon what is feasible and may not be 100% each year. For FY 2012-2013 the annual contribution rates are relatively the same as FY 2011-2012; however, FY 2011-2012 included one-time transfers of $302,228 for a Fire Engine and $250,000 for a Quint. The transfers have been removed and the on-going annual contribution has been included. While a replacement schedule is in place, vehicle and inventory replacements are determined on a yearly basis to determine actual replacement. Annual expenditures will vary due to the range of equipment costs and variance in usefulness life. A break-down of equipment scheduled for replacement is included in the VES section of the budget.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Public Arts Board

FY 2012-2013 Revenues	$40,150	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 23,000	134.1%
FY 2011-2012 Projection	$ 4,311	12.0%
FY 2012-2013 Expenditures	$63,914	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (18,354)	(22.3)%
FY 2011-2012 Projection	$ (11,251)	(15.0)%
Revenues – Expenditures	$ (23,764)	

The Arts Advisory Board was created in October 2009 to provide input on public art displays through-out the City. Currently funding is provided by the Tourism Board and donations and future funding will include certain capital projects. During FY 2011-2012, the Veteran's Memorial project expending was completed and included funding contribution of $16,000 from 4B Board. In FY 2012-2013 the projected revenue and fund balance have been made available for expenditure funding for any studies, consultant work, or other expenditure needs the Public Arts Board may require during the year.

Tourism Board

FY 2012-2013 Revenues	$403,200	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 93,700	30.3%
FY 2011-2012 Projection	$ 21,950	5.8%
FY 2012-2013 Expenditures	$403,200	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (46,263)	5.8 %
FY 2011-2012 Projection	$ (24,691)	(5.8)%
Revenues – Expenditures	$ -	

The Tourism Board is funded by a hotel/motel occupancy tax collected by the six hotels. The City continues to see steady growth in the occupancy tax due in part to the Occupancy Board sponsoring events such as LISD Volleypalooza which is a Texas high-school volleyball tournament. In addition, the Cedar Park Center has continued to offer high-qualify events which bring in tourists requiring an overnight stay. During FY 2011-2012, the Tourism Board funded a marketing study to determine what tourism market the City should seek out and what events should be offered. The results of the survey are being finalized now and for FY 2012-2013 the Tourism Board will be committing more funds to marketing and event sponsorship in order to increase tourism activity. Also, during FY 2011-2012, the Tourism Board approved one-time funding of $139,963 for the City-Hall campus project to fund a portion of the Visitor's Center located in Building #3.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

4A Economic Development Corporation

FY 2012-2013 Revenues	$3,860,060	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 459,541	13.5 %
FY 2011-2012 Projection	$ 40,385	1.1%
FY 2011-2012 Expenditures	$4,241,679	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (292,201)	(6.4)%
FY 2011-2012 Projection	$ (159,632)	(3.6)%
Revenues – Expenditures	$ (381,619)	

4A revenues are derived from sales tax revenues which are anticipated to continue growing during FY 2012-2013. The 4A expenditure budget is comprised mainly of a debt payment related to the Cedar Park Center which will be $3,481,679, or 82.1%, in FY 2012-2013. FY 2012-2013 includes full-funding of economic incentive agreements but the actual expenditure may be less based upon the number of agreement requirements which are met. Also, during FY 2011-2012, the 4A Board approved one-time funding of $223,232 for the City-Hall campus project to fund Economic Development office space and a portion of Council Chambers.

4B Community Development Corporation

FY 2012-2013 Revenues	$3,860,356	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ 454,837	13.4 %
FY 2011-2012 Projection	$ (2,594)	(0.1)%
FY 2012-2013 Expenditures	$3,857,867	
Compared to	$ Growth	% Growth
FY 2011-2012 Budget	$ (2,249,616)	(36.8)%
FY 2011-2012 Projection	$ 354,976	10.1 %
Revenues – Expenditures	$ 2,489	

4B revenues are derived from sales tax revenues which are anticipated to continue growing during FY 2012-2013. The 4B Board approves projects annually; however, the projects are typically capital projects with funding occurring over multiple years resulting in large variance from fiscal year to fiscal year. For FY 2011-2012, the 4B Board budgeted $3,000,000 for an Economic Development project still being negotiated. While the amount is not included in the budget, it is anticipated that during FY 2012-2013 the Board will request either use of fund balance or issue debt for the project. Also during FY 2011-2012, the 4B Board approved a one-time funding of $105,460 for the City-hall Campus project. For FY 2012-2013, the 4B Board is anticipating approving $1,500,000 for economic development projects, $500,000 for community development projects, $477,000 for transportation projects, and $300,000 for parks projects for a total of $2,777,000 for projects. Also, during FY 2011-2012, the 4B Board approved one-time funding of $150,460 for the City-Hall campus project to fund a portion of Council Chambers.

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

Miscellaneous Other Operating Funds

Other special revenue funds account for 1.6% of operating revenues and 1.7% of operating expenditures. A description and breakdown of each fund is available under the Special Revenue section.

Other Special Revenue Funds	FY 2012-2013 Revenues	FY 2012-2013 Expenditures	Revenues - Expenditures
Grant Restricted Funds	$ 135,370	$ 134,480	$ 890
Municipal Court Fund	105,650	295,185	(189,535)
CPTV-10 / Cable Fund	97,339	97,339	-
Tax Increment Reinvestment Zone	445,148	484,961	(39,813)
Law Enforcement	70	34,422	(34,352)
Other Special Revenue Funds	**$ 783,577**	**$ 1,046,387**	**$ (262,810)**

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

GENERAL DEBT SERVICE FUND

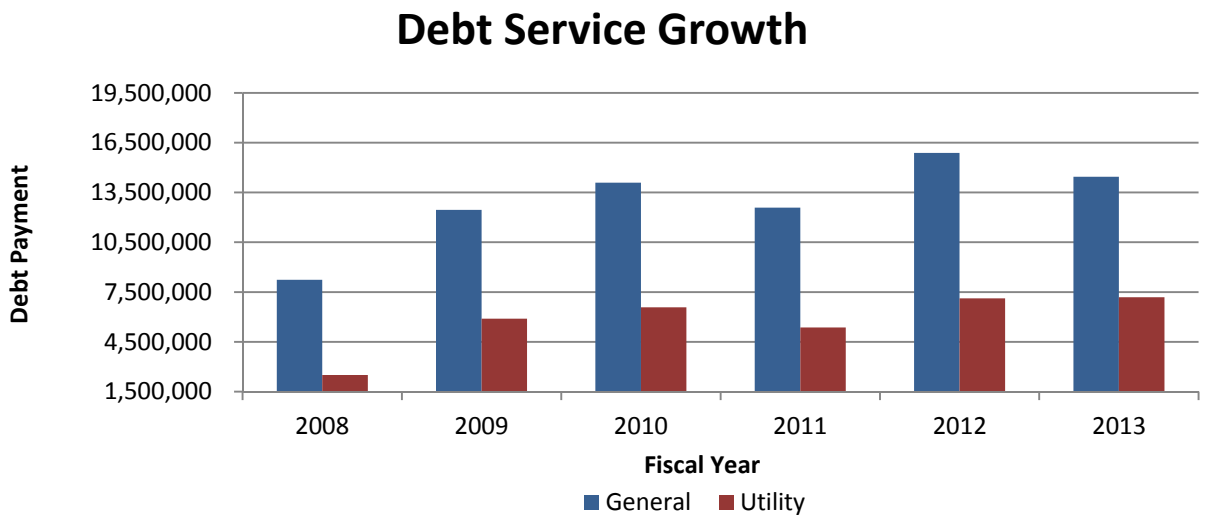
The General Debt Service Fund provides the funds necessary to retire the outstanding tax-supported bonded indebtedness of the City. Debt in this category primarily consists of general obligation bonds (GOs) and certificates of obligation (COs) which pay for various public improvements such as streets, land acquisitions, parks, and the construction of facilities. Revenues are generated for the repayment of the bonds and certificates primarily through ad valorem property taxes. For FY 2012-2013, the total revenues are $14,497,568 which is comprised $10,673,789 or 73.6% from ad valorem interest and sinking rate, $3,482,411 or 24.0% from 4A sales tax, and $262,100 or 1.8% from 4B sales tax. The total FY 2012-2013 expenditures are $14,446,068 of which $6,945,000 or 48.1% is payment for debt principle and $6,986,171 or 48.4% is payment. The variance between revenues and expenditures related to delinquent ad valorem payments can be used to help lower future debt services ad valorem rates.

As part of the annexation, the City assumes WCID #1-D's debt obligations which required a payment of approximately $1,500,000 in FY 2011-2012. Future payments will be reduced since the City issued bonds in part to refinance certain debt obligations including the WCID #1-D. The bond issuance also included funds for right turn lanes at Highway 183 and New Hope, Old Row Acquisition, Bagdad Road, and BMC Drive Extension. There are no projected bond issuances for FY 2012-2013; however, the City will continue to seek opportunities to refinance current debt for a better rate and to help reduce future debt obligations. Breakdowns of fiscal year principle and interest payments and fiscal year debt payments by obligation are provided in the debt service section.

UTILITY DEBT SERVICE FUND

The Utility Debt Service Fund provides the funds necessary to retire the outstanding revenue-supported debt of the City. Debt in this category consists of revenue-supported bonds that are used to pay the cost of improvements to the City's water and wastewater system, and is repaid with revenues collected from utility customers. In FY 2012-2013, revenues are budgeted at $7,189,737 and expenditures are $7,185,237. Like the General Debt service, there are no projected bond issuances but the City will consider opportunities to refinance the current debt.

Below is a graph that shows the City's general and utility debt payment growth.



STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

The table below provides a summary of the FY 2012-2013 Adopted Capital Improvement Projects by type. The costs reflected here are representative of the total project costs and indicate a project life budget. As a result, they do not indicate new funding required for FY 2012-2013. Details for newly funded projects are included in the CIP section of the budget document.

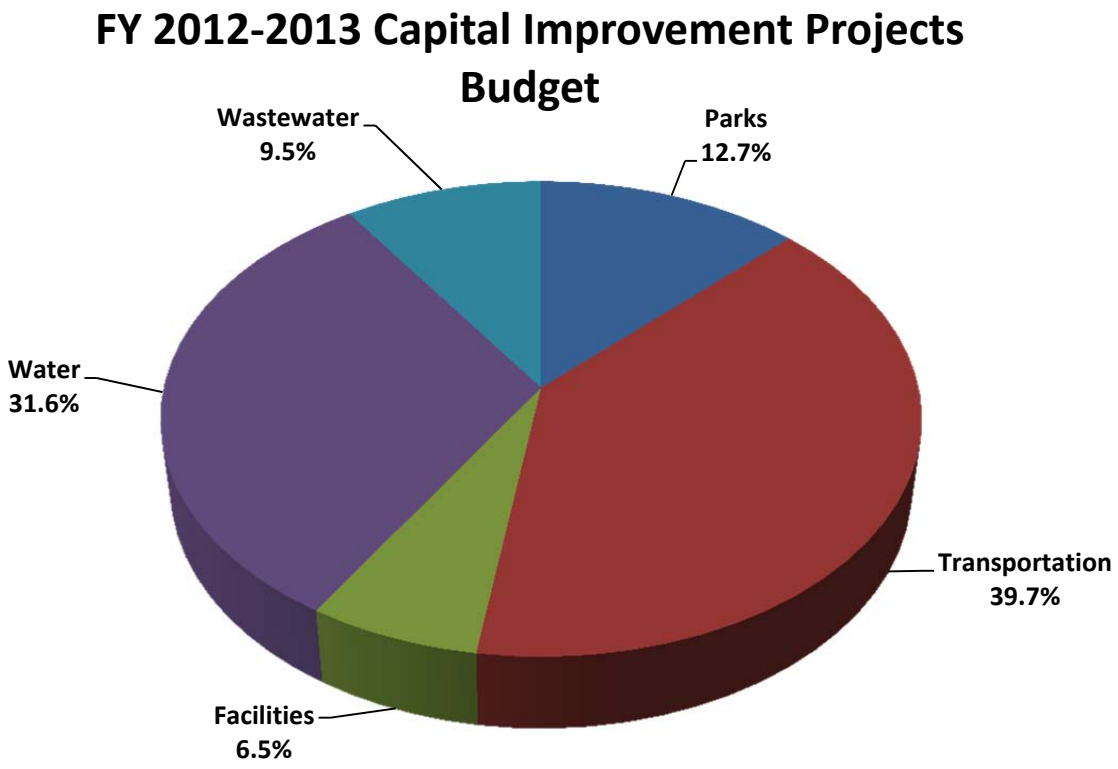
Summary of Proposed CIP Projects	FY 2012-2013 Budget
General Projects	
Park Projects	
Brushy Creek Sports Park - Phases I, II & III	$ 3,475,985
Veterans Memorial Park	6,491,486
Land Acquisition	2,050,000
Cedar Park Youth League	1,800,000
Parks Maintenance Facility	157,500
Brushy Creek Sports Park - Skate Park	550,000
Parks Warning System	20,000
Re-Plaster Buttercup Pool	47,000
ADA Pool Lifts	18,000
Total Park Projects	**$ 14,609,971**
Transportation Projects	
Brushy Creek Road (183A to Parmer Lane)	$ 3,959,289
Brushy Creek Road (Parmer Lane to Arrowhead Trail)	3,872,120
Brushy Creek Road Reconstruction (S. Mustang Ave. to S. Cougar Ave)	400,000
Discovery Blvd. (Loop to Walton Way)	300,000
Park Street / US 183 Intersection Improvement Project	964,460
RM 1431 / Vista Ridge Bld. Intersection Improvements	530,000
Bagdad Rd. (RM 1431 to Kettering Drive)	524,642
New Hope Dr. (Lakeline to RM 1431)	6,604,048
RM 1431 (183A to CR 185)	5,626,646
Cottonwood Creek Trail (RM 1431 to New Hope Drive)	2,260,000
Park Street (Lakeline-183A)	3,977,000
Anderson Mill Road South	3,839,254
Various Drainage Projects	400,000
New Hope Dr. (Bagdad to Lakeline)	5,276,000
RM 1431 / (Parmer to Sam Bass)	800,000
Bagdad Road	4,230,000

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET

BMC Drive Extension	1,600,000
183 right Turn Lanes at New Hope	530,000
Old ROW Acquisition	245,105
Total Transportation Projects	**$ 45,563,459**
Municipal Projects	
City-Hall Campus	$ 5,500,000
Fire Station #5	590,000
Fire Station #2 Roof Repairs	318,520
Library Remodel	53,000
Public Safety Technology Project	855,000
Fuel Pumps	63,971
Library Circulation Desk	19,778
Library Access Control	9,517
Municipal Court Glass	50,000
Total Municipal Projects	**$ 7,459,786**
Total General Projects	**$ 67,633,216**

Utility Projects	
Water Projects	
BCRUA Phase I	$ 20,243,228
BCRUA Phase II	40,350,000
Brushy Creek Transmission Main	1,571,171
Field Operation Misc Improvements	700,000
Floating Raw Water Intake Contingency Project	5,236,000
Lakeline/Old Mill Waterline	250,000
New Hope Drive 183A to CR 185 Waterline	600,000
SCADA Upgrades	500,000
Service Center Expansion-Construction	3,844,000
Water Meter Program Update	2,970,551
Total Water Projects	**$ 76,264,950**
Wastewater Projects	
BCRWWS Interceptor, Inspections, and Improvements	$ 850,000
Buttercup Replacement	2,856,211
Cottonwood WW Interceptor	4,800,000
Garner Influent Line Replacement	115,000
New Hope Drive 183A to CR 185 Wastewater	225,000
Ronald Reagan WW improvements	760,000
Spanish Oak Lift Station	200,000
Spanish Oaks Interceptor	1,350,000
Total Wastewater Projects	**$ 11,156,211**
Total Utility Projects	**$ 87,421,161**

STATISTICAL ANALYSIS OF THE FY 2012-2013 ADOPTED BUDGET



BUDGET ACTION SUMMARY

The Budget Action Summary provides a global, non-financial summary of changes made for the FY 2012-2013 Adopted Budget compared to prior years, and the FY 2012-2013 Proposed Budget. For financial changes in the General and Utility Funds, each departmental page has a "Significant Budget Changes" section that describes how the FY 2012-2013 Adopted Budget changes from the FY 2011-2012 Budget. In addition, the Statistical Analysis provides a comparison of FY 2012-2013 Adopted Budget to FY 2011-2012 Budget and projections by category and fund.

FY 2012-2013 Budget Philosophy – "Moving Forward":

In prior years, the City was adjusting to a new baseline created by the faltering economic environment. As the economy stabilized during late FY 2010-2011 and early FY 2011-2012, the City was able to recognize its new economic situation and changing service demands of citizens. When developing the FY 2012-2013 budget, the new economic baseline was used to project resources, and departments used the new reality of service demands to create budget requests. In doing so, the City was able to create a budget that is "Moving Forward" from the economic shift which affected both resources and services. For example, a Lead Library Generalist and computer replacement funding was added to the Library's budget to reflect the increased demand for Library Services, especially public computer usage. A Systems Administrator was added to Information Technology to reflect internal service demands as technological uses have increased city-wide and created a 24-7 response need. In addition to addressing service demands, the "Moving Forward" philosophy was also extended to enhancing service provision efficiency. In the Police Services Department, an Evidence Technician, Logistics Coordinator, and Animal Control Officer were added to focus on public safety support services and will also allow the police officers currently providing the support services to create a 5th platoon for better patrol services. In the Fire Services Department, smart technology is being implemented for Fire Marshals so they can do inspection reports in the field and reduce duplicate data entry. Finally the philosophy of "Moving Forward" was also extended to requests to help reduce future costs and inefficiencies. In the Human Resources Department, an Assistant Director position was added to address the administrative needs related to rising health insurance costs and will develop programs to reduce future liabilities. In the Field Operations Department, a network fleet system is being implemented to track fuel consumption to find ways to lower usage and track preventative maintenance to more efficiently plan and schedule repairs.

Personnel and Compensation Changes:

Like any service organization, personnel costs are the largest on-going expenditure of the City. In the General Fund, Personnel Services is $20,006,586 or 65.4% of the General Fund's operating expenditures, and in the Utility Fund, Personnel Services is $4,416,759 or 14.5% of the Utility Fund's operating expenditures. Civil Service employees will receive step increase on their employment anniversary, and the steps will be adjusted to be competitive with the market. For civilian employees, pay-for-performance will be reinstated and the anticipated average increase is 3.25%. Both the step plan changes and pay-for-performance will take effect in mid-January. Copies of the City's General Employee Pay Plans and the Public Safety Step Plans are available by contacting the Human Resources Department.

In prior years, health insurance increases were mitigated thru changes to the plan. For FY 2012-2013, Health insurance costs will increase by 13% which is similar to prior year growth; however, no changes were made to the plan.

BUDGET ACTION SUMMARY

The FY 2012-2013 Adopted Budget includes funding for 11.5 new positions in the General Fund including 5 for public safety.

Position/Function	Division	Personnel Cost	Additional Cost
New Public Safety Positions			
Logistics Coordinator	Police Operations	$ 43,323	$ 3,505
This civilian position will handle administrative / logistical tasks such as coordination of all police special events to include overtime/extra duty assignments, vehicle and equipment inventory, documentation, research, management, repair and maintenance, and transportation of vehicles to appropriate service centers.			
9-1-1 Call-Taker	Communications & Records	$ 37,707	$ 219
This civilian position is responsible for answering and processing incoming calls for service on both emergency and non-emergency lines and is tasked with handling administrative work within the Communications Center such as entering warrants, protective orders, and other records into state and national databases.			
Evidence Technician	Police Support	$ 57,868	$ 15,409
This civilian will allow for more intensive attention to the Evidence / Property Section in an effort to comply with recommendations made by the International City Managers Association Public Safety Review. This position will also allow a Sworn officer (Detective) position to conduct investigations in a timely manner by removing the current responsibilities of taking photographs, documenting and collecting evidence.			
Animal Control Officer	Animal Control	$ 39,139	$ 44,430
This civilian position will allow for more attention to education and enforcement with an emphasis on compliance with our animal ordinances in an effort to comply with recommendations. This position will expand services into the evening hours and weekends - allowing for coverage 7 days a week.			
To Be Determined	Fire Administration		
This position will be a high-level administrative position as determined by the new Fire Chief. Once a new Fire Chief is named, they will be provided time to determine staffing needs.			
Other New Positions			
Systems Administrator	Information Technology		
This position will aide in the design and implementation of more efficient application services that will help to reduce the number of helpdesk tickets, improve helpdesk response times and present technology solutions for the continued growth of technology needs for the City of Cedar Park.			
Assistant Director of HR	Human Resources		
This position will directly oversee the city's recruitment program, group Insurance benefits, and all liability insurance including workers compensation. Risk management duties will be transferred from the Financial Services Department.			

BUDGET ACTION SUMMARY

Geographic Database Manager	Planning Services	$ 83,323	$ 13,200
This position will coordinate the City's geographical databases across City departments, the City's transition to and administration of an internet-based GIS system for external and internal clients, and integration of regional GIS information and systems into the City's GIS infrastructure.			
Plans Reviewer	Building Inspections	$ 46,054	$ 5,450
The position is intended to serve as a full time in-house plan reviewer to facilitate thorough and on time plan review turnaround and allow inspectors to devote increased time to field inspections. This position will be funded thru review fees currently being provided to a third party plan reviewer.			
Athletic Program Coordinator	Rec Center	$ 39,636	$ 16,500
This position is responsible for planning, organizing, and supervising athletic programs which involve citizens of all ages and physical capabilities and serving as a liaison for other community athletic organizations. There is associated revenue for athletic program participation which should offset a majority of the cost of this position.			
Recreation Assistant (PT)	Rec Center	$ 9,029	$-
This position is responsible for helping to plan, organize, monitor, and supervise the Recreation Center and is a part-time position.			
Lead Library Generalist	Library	$ 38,434	$-
This position performs a variety of library duties and supervises Library's Generalists and Library Aides in the absence of the Circulation Supervisors.			

Use of the General Fund Unreserved Fund Balance: Using the Fund Balance for One-Time Expenditures:

The General Fund Unreserved Fund Balance is intended to act as a reserve for unanticipated needs and for emergencies, but when the balance exceeds a minimal acceptable level for these purposes it can be used to fund one-time expenditures. As of October 1, 2012, the Unreserved Fund Balance is projected to be $13,187,783 or 42.3% of total FY 2012-2013 revenues. This balance exceeds the City Council's policy of maintaining the Fund Balance at an amount equal to 25.0% of the General Fund revenue. The Fund Balance is based upon revenue, rather than expenditures, because revenues better represent the on-going amount required to provide City services. The FY 2012-2013 budget uses $1,707,723 of Fund Balance for one-time expenditures, which includes $148,000 re-appropriated from FY 2011-2012. Fund Balance is projected to be 36.0% of revenues at the end of FY 2012-2013. Of note, on-going revenue minus on-going expenditure (total expenditures-use of fund balance) is $33,282, meaning for FY 2012-2013 on-going revenues exceed on-going expenditures.

Use of Fund Balance includes:

- 1431 – Parmer to Sam Bass $800,000*
- Police take-home vehicle program $363,266
- Comprehensive Manager Plan (Re-appropriation from FY 2011-2012) $125,000
- Overhead electric study $75,000
- Tasers – Department upgrade $68,837
- One-time set-ups for new positions (vehicles, computers, furniture, etc.) $58,227
- Parks Master Plan $35,000
- Additional street striping $25,000

BUDGET ACTION SUMMARY

- Executive Recruitment (Re-appropriation from FY 2011-2012) $23,000
- Fleet Management system $21,000
- Police firearm transition project $20,441
- Fire grant match funding $20,000
- Sign Machine $18,000
- Remote nozzle for brush trucks $18,000
- Validation of annual fitness testing $16,500
- Firehouse analytics software and equipment $14,600
- Special Events $5,852

** - The City has been planning to cash fund this project for two-years as part of an agreement with the State.*

Changes from the FY 2012-2013 Proposed to FY 2012-2013 Adopted:

The FY 2012-2013 "Proposed" Budget included operating revenues of $95,190,207 and operating expenditures of $100,417,851 and use of fund balance of $5,227,644 for one-time expenditures and cash-funding of capital projects, whereas the FY 2012-2013 "Adopted" Budget includes operating revenues of $95,756,644 and operating expenditures of $102,233,011 and use of fund balance of $6,476,367 for one-time expenditures and cash-funding of capital projects. The following bullets explain the changes between the Proposed Budget and Adopted Budget:

Operating Funds

- In the General Fund, capital expenditures in the Police Department were decreased to remove the one time purchase of a cargo van.
- In the Vehicle and Equipment Replacement (VES) Fund, expenditures were increased for the purchase of a Quint fire truck and equipment for the Fire Services Department.
- In the Grant Restricted Fund, revenues and expenditures were updated to reflect the acceptance of a Crime Scene/Evidence Collection Van, which is used by the Police Department.
- In the Public Arts fund, expenditures were increased to reflect anticipated use of fund balance for community art displays.
- In the CPTV-10/Cable Fund, revenues were increased to reflect interest income and expenditures increase for additional supplies.
- In the 4A-Economic Development Fund, sales tax was increased and the administrative services charge was updated to match adopted administrative costs.
- In the 4B-Economic Development Fund, sales tax was increased, the administrative services charge was updated to match adopted administrative costs, and contract services was increased.

Capital Improvement Program (CIP) Funds

- The Parks and Recreation CIP was updated to include the ADA Pool Lifts, Parks Warning System, and Re-Plaster Buttercup Pool projects which were approved as a FY 2011-2012 Budget Amendment.
- The Facilities CIP was updated to include the Fuel Pumps, Library Access Control, Library Circulation Desk, Municipal Court Security Glass at the ? counter, and Public Safety Technology projects which were approved as a FY 2011-2012 Budget Amendment.
- The Wastewater Utility CIP was updated to include the Spanish Oaks Interceptor project.

BUDGET ACTION SUMMARY

Non-Financial Changes from Prior Year:

The following section describes non-financial changes from prior years which helped shape the FY 2012-2013 budget.

- Further Development of a Department-Division Structure: In FY 2011-2012, the City began creating divisions within larger departments to allow for better transparency of costs. Similarly, smaller departments become divisions to allow for better resource flexibility between like services. For FY 2012-2013, the following Department-Divisions were created:
  - Police Services – New Divisions include Police Administration, Police Operations, Communications and Records, Police Support, and Animal Control, which was a department in prior years.
  - Community Affairs – Media and Communications, which was a department in prior years, and Water and Energy Efficiency, a new division that was included in Utility Administration in prior years.
  - Fire Services – New Divisions include Fire Administration, Fire Suppression, and Fire Marshal
  - Field Operations – Street Maintenance, Signal and Light Maintenance, and Fleet Maintenance which were all departments in prior years.
  - Parks and Recreation – New divisions include Parks Administration, Parks Operations, Rec Center, Aquatics, and Community Recreation.
  - Utilities – Pump and Motor Control, Water Distribution, Wastewater Collection, Water Treatment Plant, Meter Services, and Water Reclamation which were all departments in prior years.

- An anticipated needs survey was created for departments to complete to help determine unbudgeted needs for the upcoming five years. The needs included personnel, maintenance, programs, and capital. The results of the needs survey were used to create of a five-year interactive forecast for the General and Utility Funds. The needs can be selected or unselected and a year for initial funding can be modified to see the effect on the operating budget. Resource rates and growth can then be adjusted to determine the feasibility of funding the anticipated needs.

- As part of an update to the financial system, the City modified the account code structure to include department-division structure, reduce redundancy, and create consistency of codes. The prior code structure was FFF-DD-CC-AAAA with F=Fund, D=Department, C=Category, and A=Account code. The new code structure is FFF-DDd-AAAA with F=Fund, D=Department, d=Division, and A=Account code.

- In prior years, three emergency communications dispatchers were funded and included in the Fire Services Department. For FY 2012-2013, the dispatchers were moved to the Police Department-Communications and Records division to show the full personnel amount provided for that service. However, the Fire Department will be providing an interdepartmental transfer for the cost of three dispatchers, which results in no change to either department's funding.

- In the Field Operations and Utilities departments, new work order software was purchased in FY 2011-2012 which will allow for better tracking of work orders and performance indicators. The software should allow for work order updates while in the field, thus reducing duplication of data entry. In addition, this will allow for improved performance indicators as new information is being tracked. For FY 2012-2013, the two departments have revamped their performance indicators which accounts for the "N/As" listed in prior year information.

This page is left blank intentionally.

GENERAL FUND

The General Fund includes typical government activities which are funded through taxes, fees, and permits, and includes police services, fire protection, parks, and street maintenance. The General Fund section includes revenue summary information, expenditure summary information, and departmental detail information.

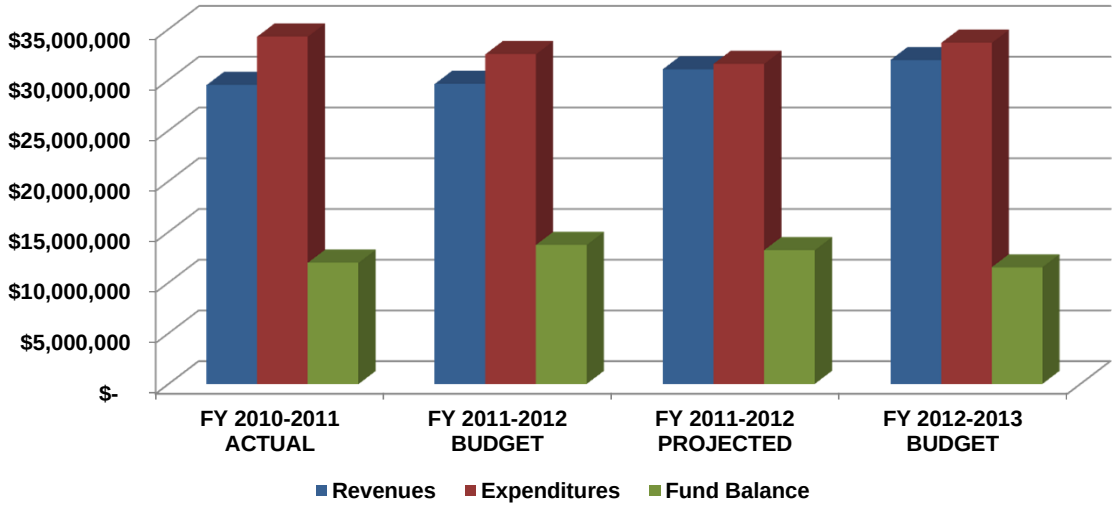
Note: Professional and technical vocabulary and abbreviations are defined in the Budget Glossary located in the Appendix Section.

This page is left blank intentionally.

GENERAL FUND

SUMMARY OF REVENUES AND EXPENDITURES

	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET
Total Revenues	$ 29,485,648	$ 29,585,262	$ 31,033,649	$ 31,965,823
Total Expenditures	$ 34,265,250	$ 32,519,755	$ 31,559,944	$ 33,640,265
Surplus/(Deficit)	**$ (4,779,602)**	**$ (2,934,493)**	**$ (526,295)**	**$ (1,674,442)**
Fund Balance	$ 11,960,333	$ 13,714,077	$ 13,187,783	$ 11,513,341
Fund Balance as % of Revenue	40.6%	46.4%	42.5%	36.0%
Fund Balance as % of Expenditure	34.9%	42.2%	41.8%	34.2%



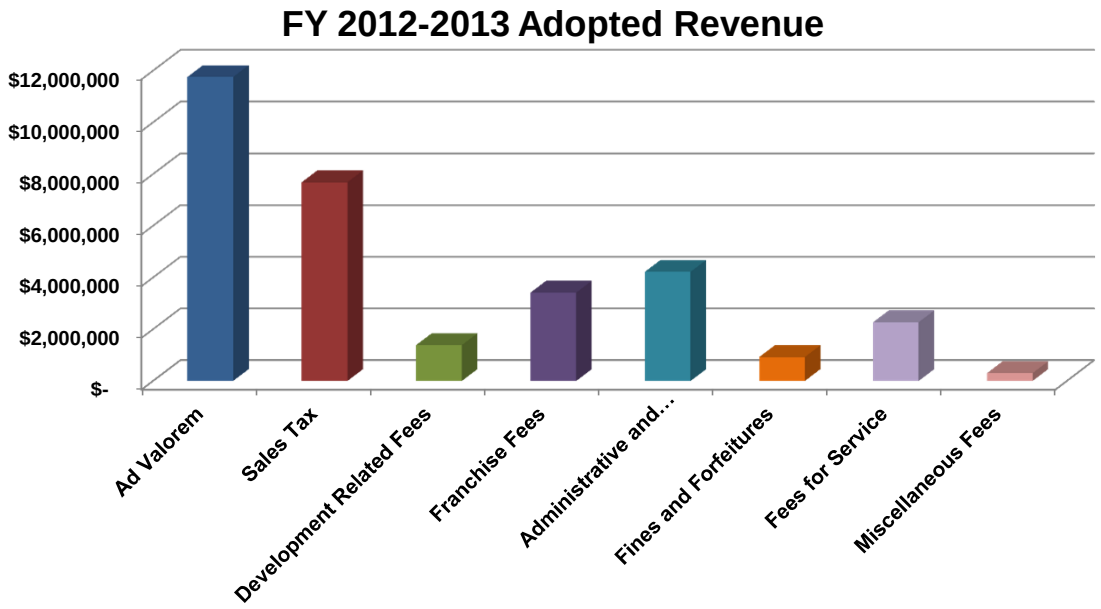
GENERAL FUND

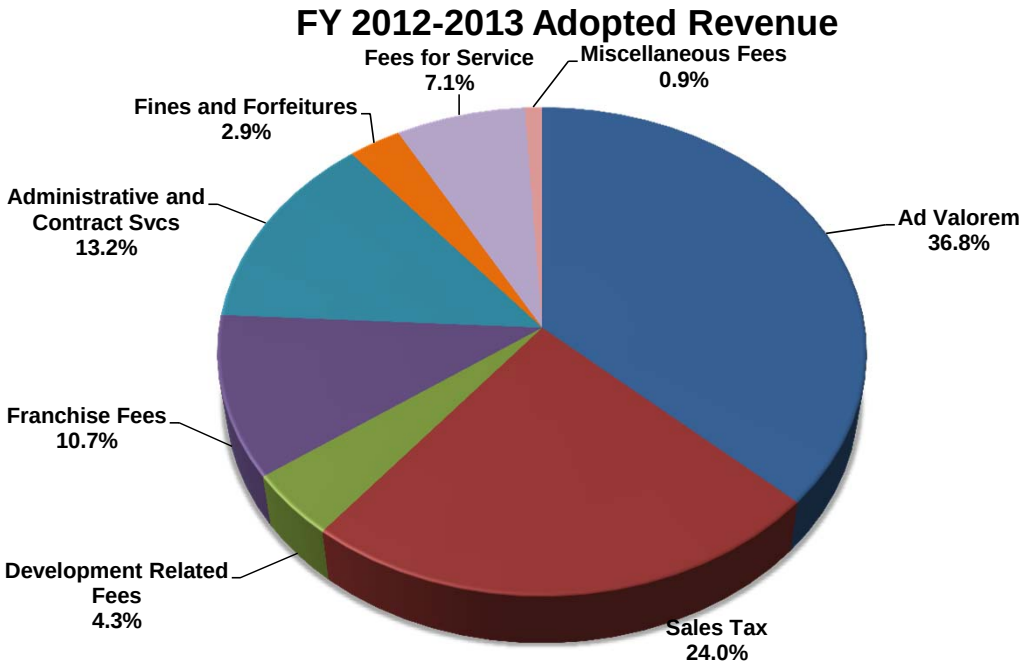
REVENUE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Current Ad Valorem Taxes	**$ 9,892,841**	**$ 10,538,890**	**$ 10,635,364**	**$ 11,754,464**	**36.8%**	**11.5%**
Sales Tax	**$ 7,003,119**	**$ 7,176,739**	**$ 7,685,119**	**$ 7,685,119**	**24.0%**	**7.1%**
Development Related Fees						
Building Permits	$ 1,027,593	$ 900,000	$ 1,320,418	$ 1,119,596	3.5%	24.4%
Construction Inspection Fees	155,652	99,000	110,825	106,724	0.3%	7.8%
Engineer Review Fees	27,637	18,000	36,579	31,772	0.1%	76.5%
Planning and Zoning Fees	64,658	49,135	89,978	63,971	0.2%	30.2%
Professional Fee Recovery	26,873	11,796	26,024	23,118	0.1%	96.0%
Site Review/Dev. Permit Fees	43,357	23,770	25,616	18,120	0.1%	-23.8%
Fire Code Compliance Fees	28,125	20,000	26,652	23,752	0.1%	18.8%
Other - Permits & Fees	200	-	-	-	0.0%	N/A
Total Development Related Fees	**$ 1,374,095**	**$ 1,121,701**	**$ 1,636,092**	**$ 1,387,053**	**4.3%**	**23.7%**
Franchise Fees	**$ 3,532,139**	**$ 3,412,161**	**$ 3,455,587**	**$ 3,416,255**	**10.7%**	**0.1%**
Administrative and Contract Svcs						
LISD Resource Officer Reimb.	$ 226,368	$ 118,587	$ 118,587	$ 121,049	0.4%	2.1%
Utility Fund	2,575,912	2,749,242	2,749,242	2,968,459	9.3%	8.0%
WCID Admin. Services Fee	108,655	69,150	70,179	62,000	0.2%	-10.3%
CTRMA INTERLOCAL	239,352	229,521	229,521	231,595	0.7%	0.9%
Bond Fund	-	225,000	225,000	225,000	0.7%	0.0%
Hotel Occupancy Fund	25,000	94,770	94,770	109,208	0.3%	15.2%
4A & 4B	424,512	497,290	488,553	504,214	1.6%	1.4%
Total Administrative and Contract	**$ 3,599,799**	**$ 3,983,560**	**$ 3,975,852**	**$ 4,221,525**	**13.2%**	**6.0%**
Fines and Forfeitures	**$ 971,809**	**$ 907,500**	**$ 980,000**	**$ 925,000**	**2.9%**	**1.9%**
Fees for Service						
Fire Protection Fees	$ 1,353,924	$ 1,089,513	$ 1,098,595	$ 1,098,595	3.4%	0.8%
Fire Protection - Ins. Rec.	83,279	62,500	112,811	83,300	0.3%	33.3%
Parks and Recreation Fees	993,558	918,600	975,000	975,000	3.1%	6.1%
Library Fines and Fees	112,538	100,000	116,956	100,000	0.3%	0.0%
Animal Control Fees	10,291	9,000	8,785	8,839	0.0%	-1.8%
Justice Administration Fees	3,226	2,000	4,259	2,862	0.0%	43.1%
Teaching Fees - Fire	-	1,500	-	-	0.0%	-100.0%
Detention & Dispatch Services	4,578	4,132	4,132	4,222	0.0%	2.2%
Total Fees for Service	**$ 2,561,394**	**$ 2,187,245**	**$ 2,320,538**	**$ 2,272,818**	**7.1%**	**3.9%**
Miscellaneous Fees						
Interest	$ 60,353	$ 66,000	$ 55,000	$ 55,000	0.2%	-16.7%
Beverage Tax	78,612	50,000	70,628	65,723	0.2%	31.4%
Delinquent/Penalty and Int.	197,517	105,000	75,167	131,466	0.4%	25.2%
Other	213,970	36,466	144,302	51,400	0.2%	41.0%
Total Miscellaneous Fees	**$ 550,452**	**$ 257,466**	**$ 345,097**	**$ 303,589**	**0.9%**	**17.9%**
Total Revenue	**$ 29,485,648**	**$ 29,585,262**	**$ 31,033,649**	**$ 31,965,823**	**100.0%**	**8.0%**

GENERAL FUND

REVENUE SUMMARY

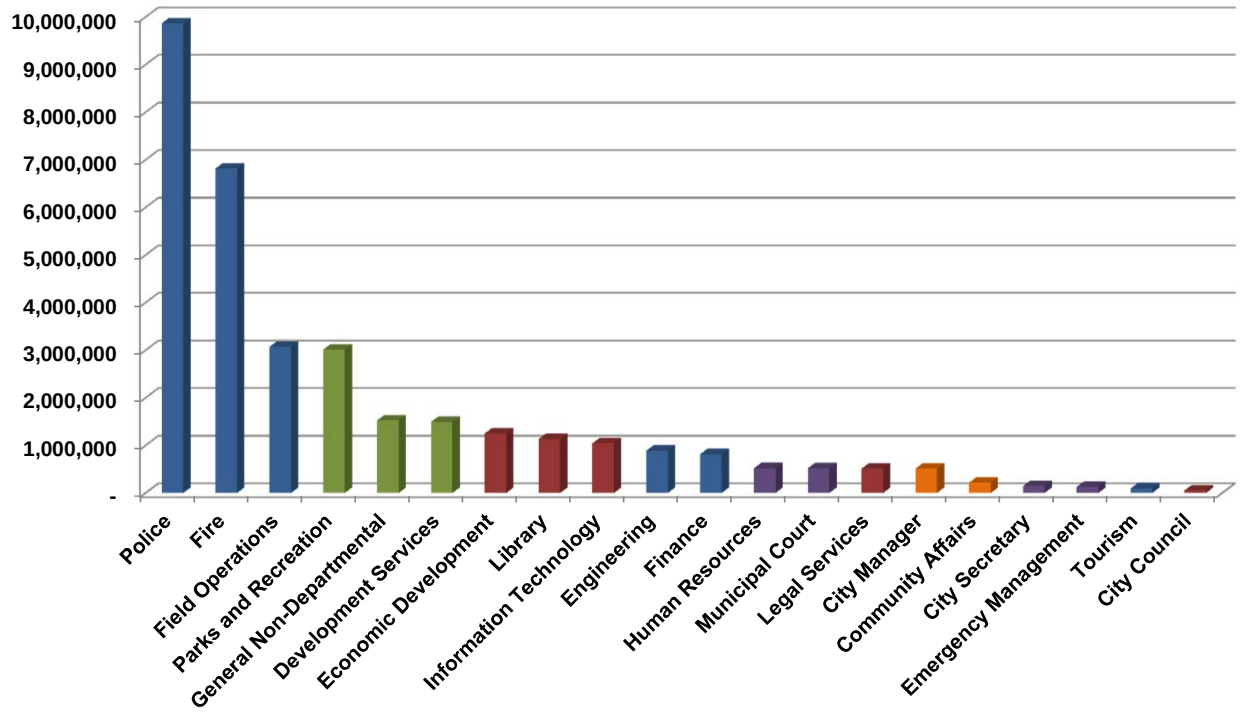




GENERAL FUND

EXPENDITURES BY DEPARTMENT

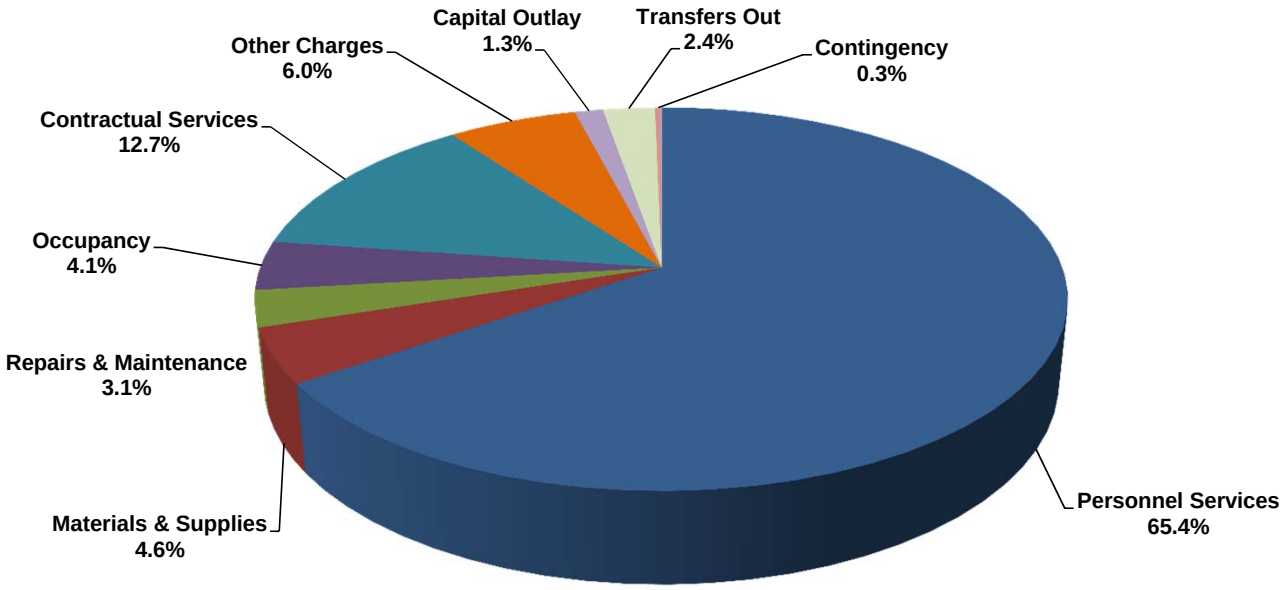
Department	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Police	7,872,481	9,306,905	9,105,181	9,869,108	29.3%	6.0%
Fire	6,377,508	6,959,386	6,914,701	6,819,265	20.3%	-2.0%
Field Operations	2,337,578	2,985,930	2,878,850	3,071,001	9.1%	2.8%
Parks and Recreation	2,814,779	2,915,612	2,826,791	3,014,659	9.0%	3.4%
General Non-Departmental	7,341,269	1,722,613	1,701,036	1,524,605	4.5%	-11.5%
Development Services	1,033,015	1,324,609	1,175,453	1,493,411	4.4%	12.7%
Economic Development	1,004,810	1,249,151	1,148,500	1,252,784	3.7%	0.3%
Library	933,723	1,066,666	1,060,915	1,133,455	3.4%	6.3%
Information Technology	797,393	905,476	881,994	1,044,165	3.1%	15.3%
Engineering	722,379	791,179	761,457	888,868	2.6%	12.3%
Finance	772,065	785,279	731,880	814,555	2.4%	3.7%
Human Resources	429,205	399,035	396,546	520,999	1.5%	30.6%
Municipal Court	462,235	506,783	492,193	520,036	1.5%	2.6%
Legal Services	465,483	499,689	537,894	512,825	1.5%	2.6%
City Manager	485,156	498,258	413,381	511,452	1.5%	2.6%
Community Affairs	166,225	208,978	201,122	220,189	0.7%	5.4%
City Secretary	116,241	163,211	116,808	145,409	0.4%	-10.9%
Emergency Management	76,490	107,550	73,858	132,610	0.4%	23.3%
Tourism	-	69,700	88,453	97,124	0.3%	39.3%
City Council	57,215	53,745	52,931	53,745	0.2%	0.0%
Total Expenditures	**$ 34,265,250**	**$ 32,519,755**	**$ 31,559,944**	**$ 33,640,265**	**100.0%**	**3.4%**



GENERAL FUND

EXPENDITURES BY CATEGORY

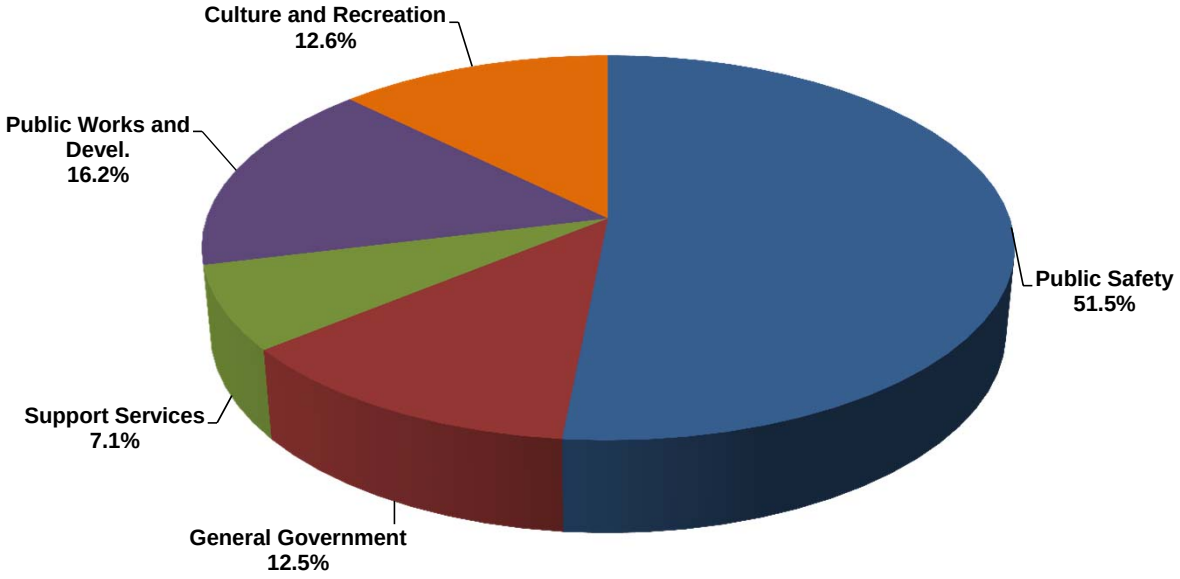
Category	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Personnel Services	$ 18,432,663	$ 20,163,758	$ 19,774,886	$ 22,006,586	65.4%	9.1%
Materials & Supplies	1,211,978	1,714,064	1,703,083	1,559,220	4.6%	-9.0%
Repairs & Maintenance	999,064	923,146	918,632	1,031,891	3.1%	11.8%
Occupancy	1,159,458	1,373,842	1,301,032	1,390,592	4.1%	1.2%
Contractual Services	3,479,373	4,220,805	3,958,318	4,263,545	12.7%	1.0%
Other Charges	1,585,896	1,940,917	1,805,039	2,027,867	8.8%	4.5%
Capital Outlay	908,153	1,220,666	1,221,897	442,766	1.3%	-63.7%
Transfers Out	6,488,665	847,057	847,057	814,298	2.4%	-3.9%
Contingency	-	115,500	30,000	103,500	0.3%	-10.4%
Total Expenditures	**$ 34,265,250**	**$ 32,519,755**	**$ 31,559,944**	**$ 33,640,265**	**100.0%**	**3.4%**



GENERAL FUND

EXPENDITURES BY FUNCTION

Function	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Public Safety	14,788,714	16,880,624	16,585,933	17,341,019	51.5%	2.7%
General Government	9,636,399	4,395,645	4,171,672	4,221,009	12.5%	-4.0%
Support Services	1,998,663	2,089,790	2,010,420	2,379,719	7.1%	13.9%
Public Works and Devel.	4,092,972	5,101,718	4,815,760	5,453,280	16.2%	6.9%
Culture and Recreation	3,748,502	4,051,978	3,976,159	4,245,238	12.6%	4.8%
Total Expenditures	**$ 34,265,250**	**$ 32,519,755**	**$ 31,559,944**	**$ 33,640,265**	**100.0%**	**3.4%**



GENERAL NON-DEPARTMENTAL

No Full-Time Positions

GENERAL NON-DEPARTMENTAL

DEPARTMENTAL MISSION STATEMENT

The General Administration Department provides funding for City Hall operations, city-wide administrative costs, and employee related programs.

SERVICES PROVIDED

- This is an internal department that provides support for all departments.

DEPARTMENTAL TIE TO COUNCIL GOALS

- N/A

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL

- N/A

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 13,976	$ (98,026)	$ 27,000	$ (28,999)	$ (127,025)
MATERIALS AND SUPPLIES	26,331	17,650	19,500	850	18,500
MAINTENANCE	20,949	43,725	44,475	2,000	45,725
OCCUPANCY	74,493	107,770	102,408	2,300	110,070
CONTRACTUAL SERVICES	600,546	582,190	537,109	(43,188)	539,002
OTHER CHARGES	32,323	55,535	41,525	(8,000)	47,535
CAPITAL OUTLAY	116,745	113,971	113,971	(113,971)	-
TRANSFERS OUT	14,298	14,298	14,298	-	14,298
CONTINGENCY	-	85,500	-	(12,000)	73,500
TRANSFERS	6,441,608	800,000	800,000	-	800,000
TOTAL	**$ 7,341,269**	**$ 1,722,613**	**$ 1,700,286**	**$ (201,008)**	**$ 1,521,605**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED

N/A

GENERAL NON-DEPARTMENTAL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Increase for vacancy savings	$	(28,999)
• Increase for Community Support		12,922
• Increase for Health Department		1,798
• Move Fuel and Vehicle Maintenance from Development Services for Fleet Pool Vehicle		5,000
• Decrease in Property Insurance		(5,335)
• Decrease in Contingency		(12,000)
• Remove one-time		(65,000)
• Remove one-time capital transfer for fuel pump replacements		(63,971)
• Remove one-time capital transfer for court security glass		(50,000)
Total	**$**	**(205,585)**

CITY COUNCIL

No Full-Time Positions

CITY COUNCIL

DEPARTMENTAL MISSION STATEMENT

The City Council serves as the legislative and governing body of the City. A Mayor and six Council members are elected to their respective offices by the qualified voters of the City. The Mayor is the official head of the City government for all ceremonial duties and serves as the chairperson of all Council meetings. The Mayor Pro Tem is appointed by the Mayor and serves during the absence of the Mayor.

SERVICES PROVIDED

- N/A

DEPARTMENTAL TIE TO COUNCIL GOALS

- N/A

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
• Council meetings	24	24	28	24
• Joint meetings with Boards and Commissions	7	7	6	7

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
MATERIALS AND SUPPLIES	$ 2,001	$ 3,750	$ 3,000	$ (750)	$ 3,000
OCCUPANCY	9,600	9,600	9,600	-	9,600
CONTRACTUAL SERVICES	4,376	4,375	4,375	-	4,375
OTHER CHARGES	41,238	36,020	35,956	750	36,770
CAPITAL OUTLAY	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
TOTAL	**$ 57,215**	**$ 53,745**	**$ 52,931**	**$ -**	**$ 53,745**

PERSONNEL SUMMARY

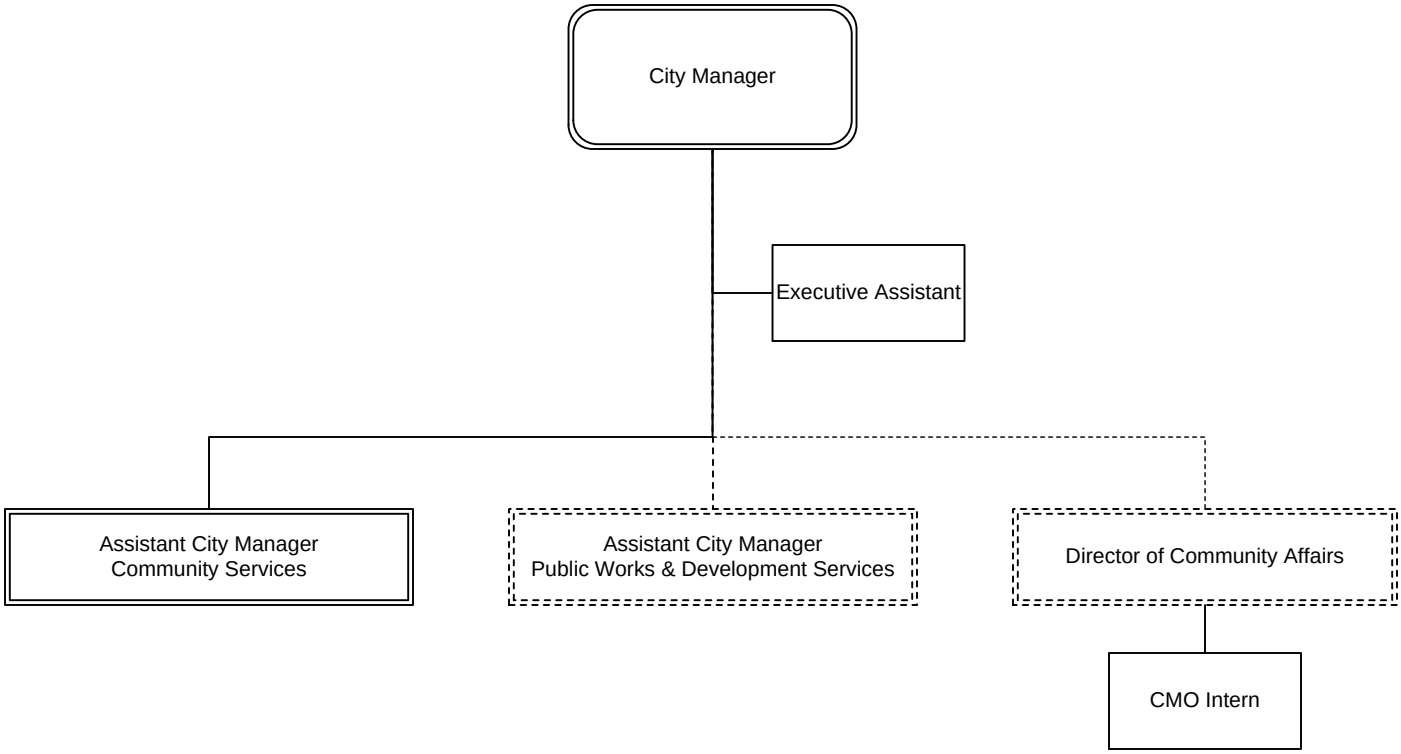
POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED

N/A

2012-2013 SIGNIFICANT BUDGET CHANGES

• N/A		$ -
	Total	**$ -**

CITY MANAGER



CITY MANAGER

DEPARTMENTAL MISSION STATEMENT

Appointed by the Cedar Park City Council, the city manager is the chief administrative officer for the City. The manager is responsible for achieving the goals and implementing the policies of the City Council, which emphasize community, service and fiscal responsibility. The manager works closely with the City Council on identifying priorities of our residents, businesses and visitors. The manager, along with the city management staff, provides professional leadership and direction for the day to day operations of this dynamic full-service city.

DEPARTMENTAL VISION STATEMENT

Under the direction of City Council, the City Manager's Office strives to effectively implement the policies of the CIty Council in such a way as to ensure that Cedar Park is a family-friendly communityproviding for economic vitality and innovation.

CUSTOMERS

- **INTERNAL:** As the chief administrative officer for the City, the manager and city management staff serve in a supervisory role for every department within the City. The City Manager's Office aims to provide excellent direction and leadership for all City staff members.
- **EXTERNAL:** Under the direction of City Council, the City Manager and management staff serve the residents of Cedar Park. The City Manager's Office also partners with external agencies such as Williamson County, various state agencies, and neighboring cities such as Round Rock, Leander and Austin to improve all of Central Texas.
- **ULTIMATE:** The City Manager's Office ultimately aims to serve the citizenry of Cedar Park today and in the future by providing them with a community in which they feel safe, enjoy their neighborhoods and have access their city government.

SERVICES PROVIDED

- Provide professional leadership in the administration and execution of policies and objectives formulated by the City Council
- Strategically plan for future issues in Cedar Park
- Provide timely and responsive customer service
- Act as a liaison between the City Council and City staff
- Oversee all City staff and all hiring, development, firing, and disciplining
- Special Projects (i.e. Planetarium, Veterans Memorial, Solid Waste transition, Water IQ)
- Develop solutions to city challenges and make recommendations for City Council consideration
- Prepare and execute the City Budget
- Track municipal impact of state and federal legislation
- Public relations: meet with citizens, businesses and other community stakeholders
- Intergovernmental Relations / Liaison to regional entities

DEPARTMENTAL TIE TO COUNCIL GOALS

As the central administrative leader for the Citys operations, the City Manager is ultimately responsible for the successful execution of all of the City Councils Strategic Goals. The City Manager's Office is involved to some extent in all of the goals, but primarily focuses on Goal #1: Strategic Prioritization.

CITY MANAGER

PERFORMANCE INDICATORS

PERFORMANCE INDICATOR	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
EFFICIENCY & EFFECTIVENESS MEASURES				
• % of city council strategic goals (long-term and short-term) accomplished				100.0%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 425,946	$ 469,727	$ 384,117	$ 1,194	$ 470,921
MATERIALS AND SUPPLIES	9,903	1,800	1,780	-	1,800
OCCUPANCY	2,465	1,800	2,475	-	1,800
CONTRACTUAL SERVICES	25,816	2,836	2,836	-	2,836
OTHER CHARGES	21,026	22,095	22,173	12,000	34,095
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 485,156**	**$ 498,258**	**$ 413,381**	**$ 13,194**	**$ 511,452**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CITY MANAGER	1	1	1
ASSISTANT CITY MANAGER	1	1	1
ASSISTANT TO THE CITY MANAGER	1	-	-
CMO INTERN	-	1	1
EXECUTIVE ASSISTANT	1	1	1
TOTAL	**4**	**4**	**4**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments		$ 1,194
• Senior Executive Program at JFK School (Boston)		12,000
	Total	**$ 13,194**

CITY SECRETARY

City Secretary

CITY SECRETARY

DEPARTMENTAL MISSION STATEMENT

The City Secretary's Office provides compliance with state and city legislative controls, oversees city elections, and provides a source of public record in order to ensure the city imparts public trust regarding its legislative activities.

DEPARTMENTAL VISION STATEMENT

Recognizing the City Secretary Offices main responsibility to the citizens of Cedar Park which is to inspire public confidence and trust for government, the City Secretary Office will continue to support and facilitate the City of Cedar Parks governmental processes. This will be accomplished by providing services in a courteous and service oriented manner. The Office will strive to improve the preservation, maintenance, and enhancement of retrieval for historical records, increase the public availability of City records online and create a record retention program that stream lines the storage and destruction of records, and enhance the utilization of the Agenda Management Software for all boards and commissions. This will be provided with a staff including the City Secretary and an Assistant City Secretary or administrative assistant level position.

CUSTOMERS

- **INTERNAL:** City Council, City Administration, City Department Heads and Directors, and City staff, and City Boards and Commissions.
- **EXTERNAL:** The Offices external customers can vary during the course of providing services. Customers served include residents, general public or non-residents, local government and municipalities, state level organizations, local and non-local businesses and companies from the private sector.
- **ULTIMATE:** The standards of quality and the integrity required to conduct the affairs of the Office shall be used to merit public confidence in the community to the ultimate customer, the citizens of Cedar Park.

SERVICES PROVIDED

- Coordinate Public Meetings In Compliance With The Texas Open Meetings Act.
- Manage The Official Records Of The City By Recording Its Legislative Actions.
- Serve as Records Management Officer.
- Process Open Record Requests In Accordance With the Texas Public Information Act.
- Maintain And Oversee Board And Commission Membership Information And Training.
- Administer And Manage All City Elections.
- Authorize alcohol permits as required and mandated by the Texas alcoholic beverage commission.
- Process, authorize and issue Peddler/Solicitor permits.
- Maintain The City's Code Of Ordinances.
- Open Government Training.
- Reference And Resource Utilization Services.

DEPARTMENTAL TIE TO COUNCIL GOALS

The Office indirectly provides support for each Council goal which ultimately appears before the Council in the form of a legislative or official action at the Council Meeting. The Office assists with the placement of all actions and decisions by the Council on all agendas and imparts the execution of the necessary documents once authorized by Council. Also, the Office is responsible for recording all action by Council and formally preserving the history of the City.

CITY SECRETARY

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Elections conducted	3	1	3	2
• Ordinances enrolled	42	100	51	50
• Resolutions enrolled	206	225	115	200
• Request for public information received	729	125	320	600
• Pages of minutes processed	297	250	157	350
• Number of rulings sent to Attorney General	270	NA	250	NA
• Number of Council Meetings posted	44	24	21	30
• Number of hours in Council Meetings	146	111	120	150
EFFICIENCY & EFFECTIVENESS MEASURES				
• % of Council Meeting minutes completed and approved within two Council Meetings	100%	100%	90%	100%
• % of rulings upheld by Texas Attorney General on Public Information Requests	100%	100%	90%	100%
• % of elections conducted within accordance of State and Federal Law	100%	100%	100%	100%

CITY SECRETARY

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 71,179	$ 75,042	$ 74,340	$ 2,196	$ 77,238
MATERIALS AND SUPPLIES	4,370	500	300	-	500
OCCUPANCY	375	376	376	-	376
CONTRACTUAL SERVICES	5,637	10,625	9,375	-	10,625
OTHER CHARGES	34,680	76,668	32,417	(19,998)	56,670
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 116,241**	**$ 163,211**	**$ 116,808**	**$ (17,802)**	**$ 145,409**

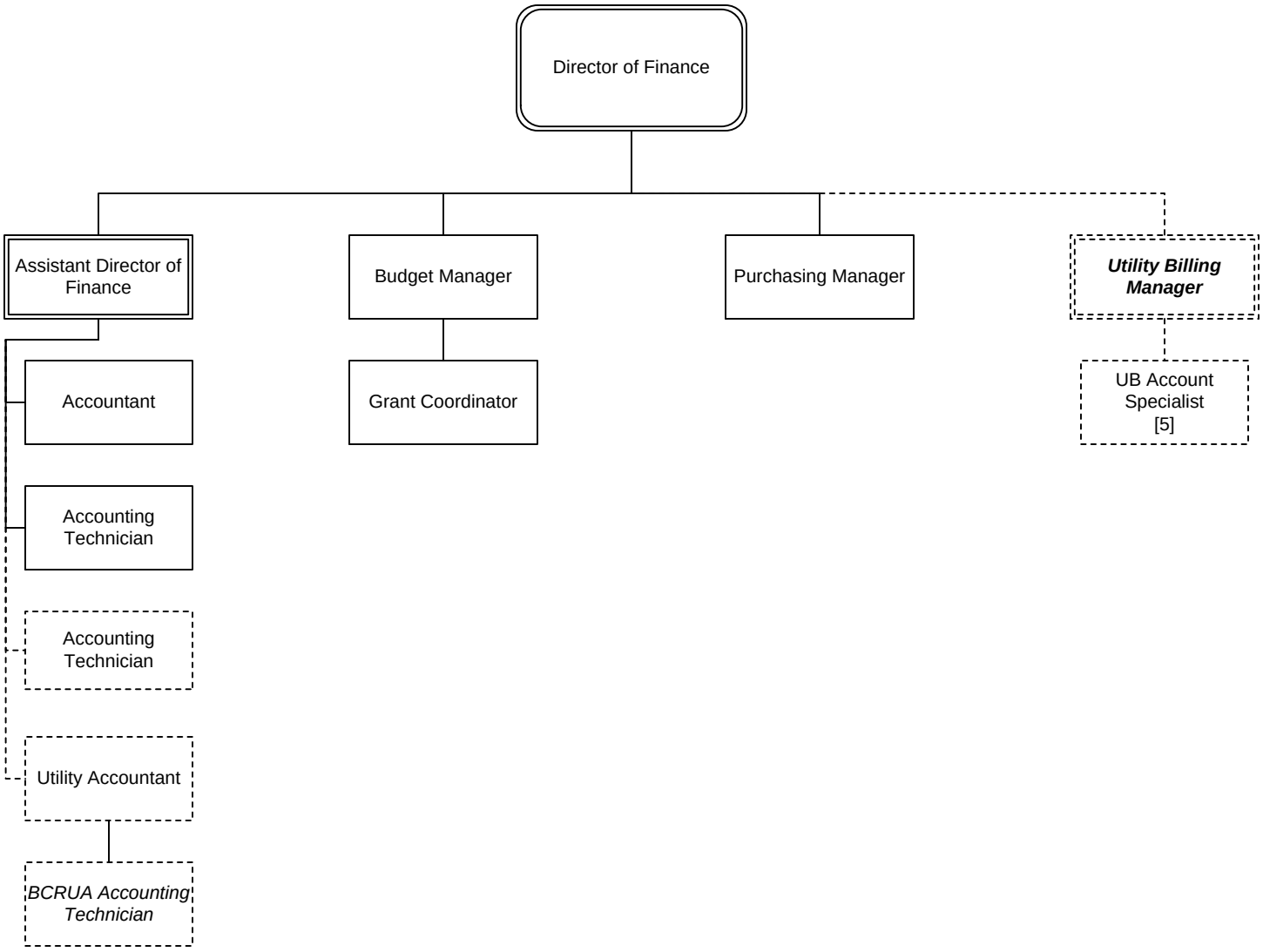
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CITY SECRETARY	1	1	1
TOTAL	**1**	**1**	**1**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$ 2,196
• Increase for Election Costs	30,000
• Remove one-time election costs	(49,998)
Total	**$ (17,802)**

FINANCIAL SERVICES



FINANCE ADMINISTRATION

DEPARTMENTAL MISSION STATEMENT

To provide for financial integrity through responsible management of public funds as entrusted to us for the Cedar Park citizens.

DEPARTMENTAL VISION STATEMENT

To have staff, systems, and processes in place to allow our department to serve our customers in the most customer service friendly, efficient, and effective way, and to be renowned as the best finance department in a mid-sized city in Texas.

CUSTOMERS

- **INTERNAL:** Internal customers include: departments; City Council; boards and commissions; individual employees
- **EXTERNAL:** External customers include: vendors; local, state, and federal agencies; tax payers, fee and fine payers; bondholders; utility customers; ETJ residents; utilities; local businesses.
- **ULTIMATE:** Our ultimate customers are the residential and corporate citizens of Cedar Park. They are our ultimate customer because the city is entrusted with their public funds.

SERVICES PROVIDED

- **Accounting**
  - General Ledger Accounting
  - Accounts Payable
  - Accounts Receivable
  - Cash Management/Investing
  - Payroll
  - Audit
- **Budget**
  - Budget Preparation
  - Proposed Budget Creation
  - Adopted Budget Creation
  - Analysis and Research
  - Budget Monitoring (AP & PO Review) and Reporting
  - Risk Management (City Claims)
  - 4B & 4A Financial Reporting
- **Grants**
  - Grant Research
  - Grant Prioritization
  - Grant Proposal
  - Grant Adoption and Submission
  - Post-award and Grant Administration
  - Grant Close-out
  - Special Event Coordination
- **Purchasing**
  - Assists with City-wide procurement
  - Maintains vendor list
  - Assists departments with quotes, bids, requests for proposals, and requests for qualifications

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization - Fiscal Management**

  Develop methods to improve collection of outstanding court fines

  Develop a grant priority and strategy plan for 2012
- **Strategic Prioritization - Operational Efficiency**

  Identify and implement innovative and sustainable strategies for conservation of resources
- **Strategic Prioritization - Organizational Development**

  Develop Strategic Plan for Police department - Evaluate and implement ICMA Police Study
- **Strategic Prioritization - Regional Planning and Participation**

  Pursue implementation of Phase II BCRUA Regional Water Project

  Implement strategic plan to address delivery of fire service in the City's Exterritorial Jurisdiction (ETJ)

  Update annexation model in support of Council decision making annually, or as needed

FINANCE ADMINISTRATION

PERFORMANCE INDICATORS

PERFORMANCE INDICATOR	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Accounts payable checks issued	7,571	7,500	8,500	8,250
• Payroll checks issued	1,982	2,300	1,535	1,750
• Direct deposits processed	8,967	9,000	9,230	10,000
• # of Budget Amendments necessary during the year	4	-	5	2
• Purchase orders issued	615	1,000	525	750
EFFICIENCY & EFFECTIVENESS MEASURES				
• Avg. # of days to close financial month data	40	20	35	20
• % of reprinted payroll checks	0.140%	0.200%	0.480%	0.200%
• % of payroll on direct deposit	83.3%	85.0%	84.4%	85.0%
• % Variance between budgeted amounts and actual for General Fund Revenue and Expenditures	3.21%	>0.75%	N/A	>0.75%
• Budget ends structurally balanced	Yes	Yes	Yes	Yes
• Scoring on GFOA Budget Review	97	81	87	81
• % saved through competitive bidding	24.0%	26.0%	25.0%	26%
• % Grant dollars applied for received	81.9%	80.0%	67.0%	75.0%
• % Grants applied for received	71.0%	80.0%	81.0%	75.0%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 504,665	$ 563,218	$ 501,656	$ 22,305	$ 585,523
MATERIALS AND SUPPLIES	2,934	3,750	3,000	(500)	3,250
OCCUPANCY	-	-	-	-	-
CONTRACTUAL SERVICES	247,463	201,576	215,374	7,599	209,175
OTHER CHARGES	17,003	16,735	11,850	(128)	16,607
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 772,065**	**$ 785,279**	**$ 731,880**	**$ 29,276**	**$ 814,555**

FINANCE ADMINISTRATION

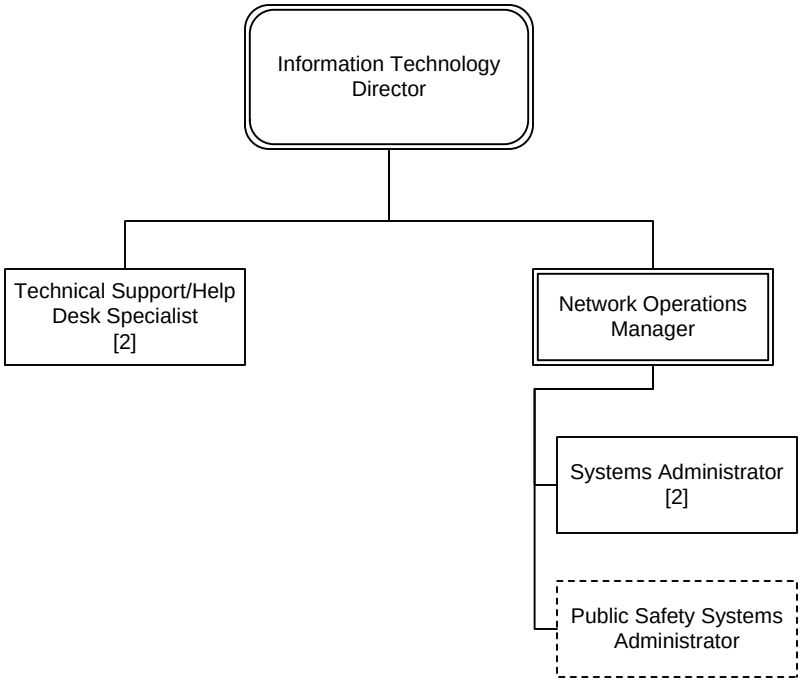
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF FINANCE	1	1	1
ASSISTANT DIRECTOR OF FINANCE	1	1	1
PURCHASING MANAGER	1	1	1
BUDGET MANAGER	1	1	1
GRANT COORDINATOR	1	1	1
ACCOUNTANT	1	1	1
ACCOUNTING TECHNICIAN	1	1	1
TOTAL	**7**	**7**	**7**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	22,505
• Increase for appraisal fees		7,349
• Decrease operating costs		(578)
Total	**$**	**29,276**

INFORMATION TECHNOLOGY



INFORMATION TECHNOLOGY

DEPARTMENTAL MISSION STATEMENT

The Information Technology Department delivers quality and innovative technology solutions to provide the community and City staff with convenient access to information and services.

DEPARTMENTAL VISION STATEMENT

As the City of Cedar Park continues its tradition of planned projects to accommodate growth and increased services for the community, the IT Department will focus on the following goals:

Deliver timely and effective responses to customer requirements through teamwork

Provide vision, leadership and a framework for evaluating emerging technologies and implement proven solutions

Work with City departments to improve business operations by thoroughly understanding business needs

Guarantee a reliable communication and computer infrastructure

Continual development and testing of disaster recovery and business continuity plans

Develop and maintain technically skilled staff who are competent in current and emerging information technologies that provide effective and efficient support

Ensure effective technical and fiscal management of the departments operations, resources, projects and contracts

CUSTOMERS

- **INTERNAL:** The Information Technology Department offers direct support to all departments, City Council and staff members that utilize the City's network, communications and mission-critical applications.
- **EXTERNAL:** Complex applications used to maintain City records are supported by multiple third-party vendors, and in turn, IT supports each vendor to maintain or enhance City services. Cedar Park IT also communicates with surrounding cities to evaluate and provide more efficient public safety processes and technology.
- **ULTIMATE:** Beyond supporting internal and external customer applications that allow City staff to perform their duties, IT provides support for the following services accessed directly by our citizenry: library patron computers, free Wi-Fi at public facilities, online bill-pay for utilities and the City's phone system. Our fundamental aim is to deliver consistent and efficient services that allow every city employee to effectively serve the Cedar Park community.

SERVICES PROVIDED

- Desktop Support
- Server Support
- Application Support
- Local and Wide Area Network Support
- Data Backup and Retrieval
- Technology Planning and Implementation
- Intranet Site Development
- IT Help Desk
- City-wide VoIP Phone System Support

INFORMATION TECHNOLOGY

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization**
  Investigate Tools To Increase Staff Efficiency
  Pilot project to evaluate desktop virtualization technologies
- **Facilities**
  To install and bring up network and other city services to decrease any downtime during the City Hall move

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Network servers	58	73	71	73
• Personal computers	347	354	354	354
• Information technology help calls	3,828	5,000	4,070	5,000
EFFICIENCY & EFFECTIVENESS MEASURES				
• % Critical calls cleared in 8 hours	98.0%	97.0%	92.2%	99.9%
• % Non-Critical calls cleared in 48 hours	72.0%	65.0%	65.0%	65.0%
• % of network uptime during business hours	99.6%	99.9%	99.2%	99.9%

INFORMATION TECHNOLOGY

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 334,436	$ 367,737	$ 368,603	$ 77,089	$ 444,826
MATERIALS AND SUPPLIES	8,506	9,600	9,100	2,600	12,200
MAINTENANCE	15,409	19,800	19,800	-	19,800
OCCUPANCY	5,638	7,150	6,920	1,000	8,150
CONTRACTUAL SERVICES	419,926	483,289	445,047	50,850	534,139
OTHER CHARGES	13,478	17,900	32,524	7,150	25,050
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 797,393**	**$ 905,476**	**$ 881,994**	**$ 138,689**	**$ 1,044,165**

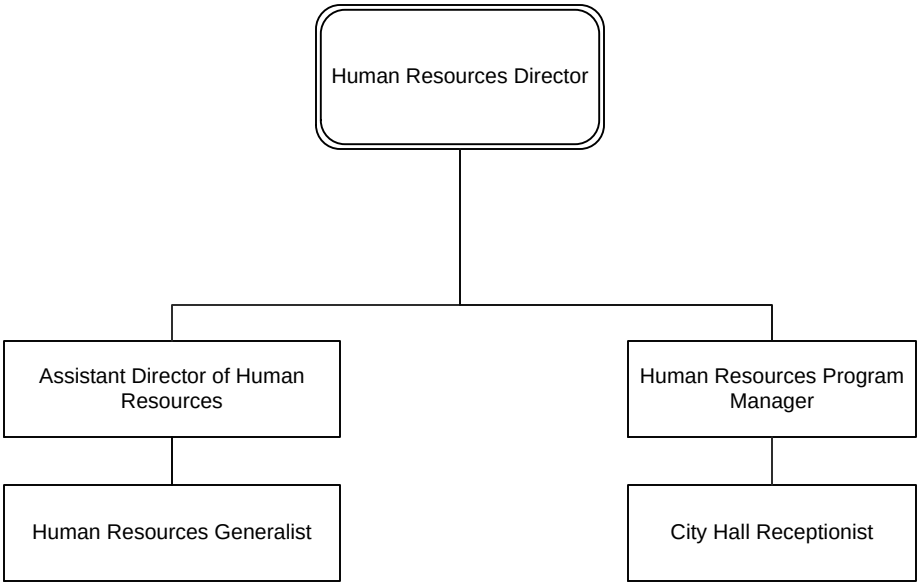
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
INFORMATION TECHNOLOGY DIRECTOR	1	1	1
NETWORK OPERATIONS MANAGER	1	1	1
SYSTEM ADMINISTRATOR	1	1	2
TECHNICAL SUPPORT/HELP DESK SPECIALIST	2	2	2
TOTAL	**5**	**5**	**6**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$ 9,442
• Increase for Systems Administrator	72,247
• Increase for Overtime Adjustment	2,000
• Increase for VES Contributions	50,000
• Increase for Technology Conferences	4,000
• Increase for Mobile Device Management	1,000
	$ 138,689

HUMAN RESOURCES



HUMAN RESOURCES

DEPARTMENTAL MISSION STATEMENT

The Human Resources Department is a cohesive, collaborative team of professionals committed to creating a healthy and positive work environment in order to assist in accomplishing the City's goals and objectives. We value integrity, efficiency, problem solving, equity, and character in all of our relationships and interactions. The Human Resources Department does this to promote and facilitate growth, accountability, and empowerment throughout our organization.

DEPARTMENTAL VISION STATEMENT

The Human Resources Department will create, encourage, and maintain an environment that supports, develops and sustains the well-being of the workforce by facilitating employee development; building fair, consistent, clear and innovative HR solutions; and providing accurate, practical, reliable and timely information for the City's decisions and its employees.

CUSTOMERS

- **INTERNAL:** Our primary interaction is with our internal customers our employees. The HR Department services our individual employees with matters relating to their benefits, compensation, leave, and other HR functions including facilitating the resolution of employee relations issues. Support is also provided to departments with matters relating to recruitment, compliance, and labor relations.
- **EXTERNAL:** The interaction with our external customers is primarily related to recruitment and customer service matters relating to our vendors (i.e. TMRS, TML-IRP, Health Insurance Carrier, etc.). The HR Department interacts with potential applicants by providing the resources required for employment. On a regular basis, we act as intermediaries between our employees and vendors that provide benefit products.
- **ULTIMATE:** Ultimately, The HR department provides such services to internal and external customers to ensure the City sustains a healthy and positive workforce; consequently, contributing to the attainment of the City's goals and objectives and enhancing the Quality of Life for it citizens.

SERVICES PROVIDED

- **Compliance with Employment Laws**
  - Federal Labor Standards Act
  - Family Medical Leave Act
  - Workers' Compensation
  - DOT/CDL Drug and Alcohol Program
  - American With Disabilities Act
  - Cedar Park HR Manual
- **Benefits Administration**
  - Health, Dental, Life and AD&D Insurance Programs
  - Long Term Disability
  - Employee Assistance Program
  - Texas Municipal Retirement System
  - Deferred Compensation (457)
  - Education Reimbursement Program
  - Leave Administration (Vacation, Sick, Personal, Catastrophic)
- **Recruitment**
  - Advertising
  - Pre-Screening/Background Check
  - Orientation
  - On Boarding
- **Civil Service**
  - Entry-Level Exams
  - Promotional Exams
  - Civil Service Meetings
  - Civil Service Hearings
  - Meet and Confer
  - Spanish/Sign Language Testing
- **Labor/Employee Relations**
  - CPOD Program
  - Recognition Matters
  - Service Plaques
  - Investigations/Review of Complaints
- **Classification and Compensation**
  - Payroll Maintenance
  - Employee Performance Program

HUMAN RESOURCES

DEPARTMENTAL TIE TO COUNCIL GOALS

• Strategic Prioritization

As stated in our mission statement, The HR staff is committed to providing a positive work environment in order to assist in accomplishing the Citys goals and objectives. The HR department continually strives to become more efficient, consistent with Goal 1: Strategic Prioritization (Efficiency) of the City Council Strategic Map. Ultimately, the HR Department provides for a positive environment throughout the organization in support of obtaining every goal listed on the City Council Strategic Map.

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• # of Applications Processed	2,999	3,681	5,521	5,000
EFFICIENCY & EFFECTIVENESS MEASURES				
• Average number of days to fill a position	70	60.0	79.0	60.0
• Turnover rate	4.1%	4.0%	7.1%	4.0%
• Worker's Compensation Modifier	46.0%	46.0%	48.0%	46.0%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 259,560	$ 268,066	$ 268,677	$ 97,064	$ 365,130
MATERIALS AND SUPPLIES	1,556	2,250	2,000	3,000	5,250
OCCUPANCY	804	500	550	900	1,400
CONTRACTUAL SERVICES	133,279	77,109	71,744	19,387	96,496
OTHER CHARGES	34,006	51,110	53,575	1,613	52,723
TOTAL	**$ 429,205**	**$ 399,035**	**$ 396,546**	**$ 121,964**	**$ 520,999**

HUMAN RESOURCES

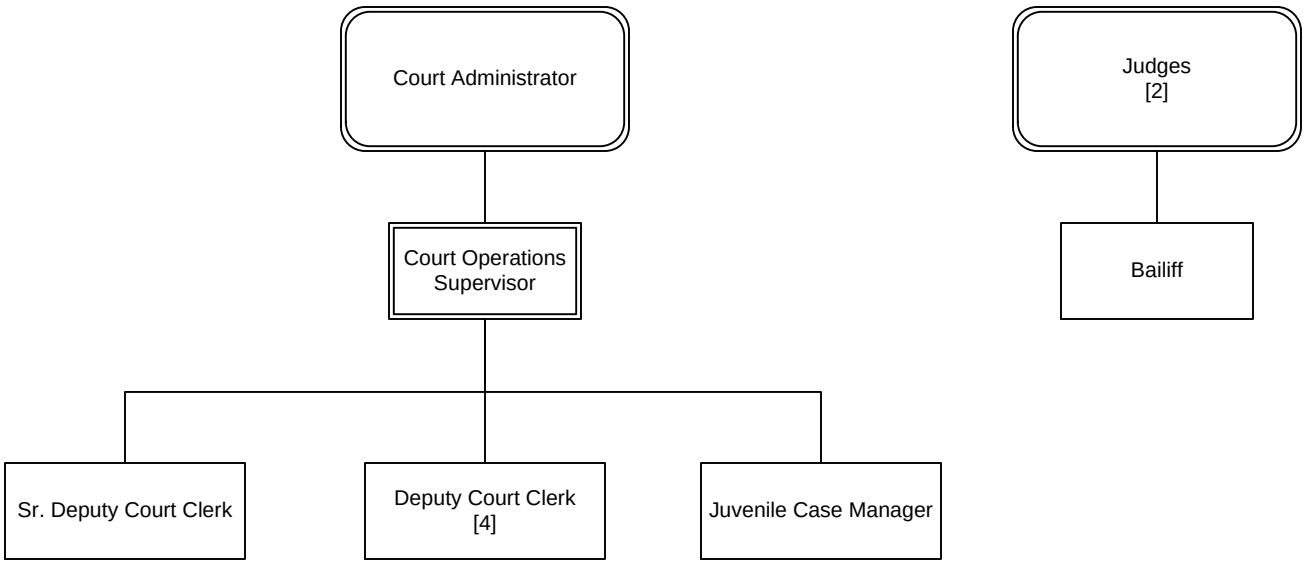
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
HUMAN RESOURCES DIRECTOR	1	1	1
ASSISTANT DIRECTOR OF HUMAN RESOURCES	-	-	1
HUMAN RESOURCES PROGRAM MANAGER	-	1	1
HUMAN RESOURCES GENERALIST	2	1	1
CITY HALL RECEPTIONIST	1	1	1
TOTAL	**4**	**4**	**5**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	11,084
• Increase for Assistant Director of HR		92,311
• Increase for Programming (AD)		15,000
• Increase for City-Wide Random Drug Testing		3,569
Total	**$**	**121,964**

MUNICIPAL COURT



MUNICIPAL COURT

DEPARTMENTAL MISSION STATEMENT

To administer timely justice with equality, fairness and integrity, through the use of efficient case flow management practices and the responsible use of resources.

DEPARTMENTAL VISION STATEMENT

To foster the publics trust, confidence and respect in the Cedar Park Municipal Court, through programming that will facilitate interest, good citizenship, community engagement, and acceptance of the municipal judicial system.

CUSTOMERS

- **INTERNAL:** City Departments and staff; City Council; Police Department, boards and commissions; judges and court staff.
- **EXTERNAL:** Litigants, jurors, witnesses, victims, attorneys, parents, bondsmen, local business, local, state, and federal agencies, and the public in general.
- **ULTIMATE:** The court's ultimate customers are the residential and corporate citizens of Cedar Park, as their trust and belief in the local judicial system is largely based on their contact and experience in Municipal Court. This is because more people come into contact with Municipal Courts than all other courts combined in the State of Texas.

SERVICES PROVIDED

- Docket/Caseflow Management
- Juvenile Case Processing
- Access to Court
- Informational Services
- Mandatory Reporting
- Warrant Maintenance
- Collection of Assessed Fines/Costs

DEPARTMENTAL TIE TO COUNCIL GOALS

• Strategic Prioritization

All ongoing efforts for streamlining and/or enhancing court processes are closely tied with the Council Goal #1 Strategic Prioritization as it relates to improving efficiency, and specifically Goal #1D - to improve collection of outstanding court fines.

MUNICIPAL COURT

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• # of Cases filed	14,763	14,000	14,000	13,500
• # of Warrants Issued	2,289	2,000	2,400	2,400
• # of Warrants Cleared	1,700	1,600	2,000	2,000
• # of Contested Dockets (trial-related)	2,074	1,400	2,100	2,000
EFFICIENCY & EFFECTIVENESS MEASURES				
• Average Collection Rate	68%	65%	60%	65%
• Juvenile Compliance Rates	209	100	200	150
• % of Initial Appearances Missed	20%	15%	13%	13%
• % of cases closed (vs. those filed)	88%	84%	80%	88%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 377,974	$ 410,088	$ 400,733	$ 13,253	$ 423,341
MATERIALS AND SUPPLIES	3,305	4,100	3,700	-	4,100
MAINTENANCE	5,763	6,200	4,700	-	6,200
OCCUPANCY	40,972	44,575	42,660	(1,415)	43,160
CONTRACTUAL SERVICES	3,550	5,000	5,000	-	5,000
OTHER CHARGES	30,671	36,820	35,400	1,415	38,235
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 462,235**	**$ 506,783**	**$ 492,193**	**$ 13,253**	**$ 520,036**

MUNICIPAL COURT

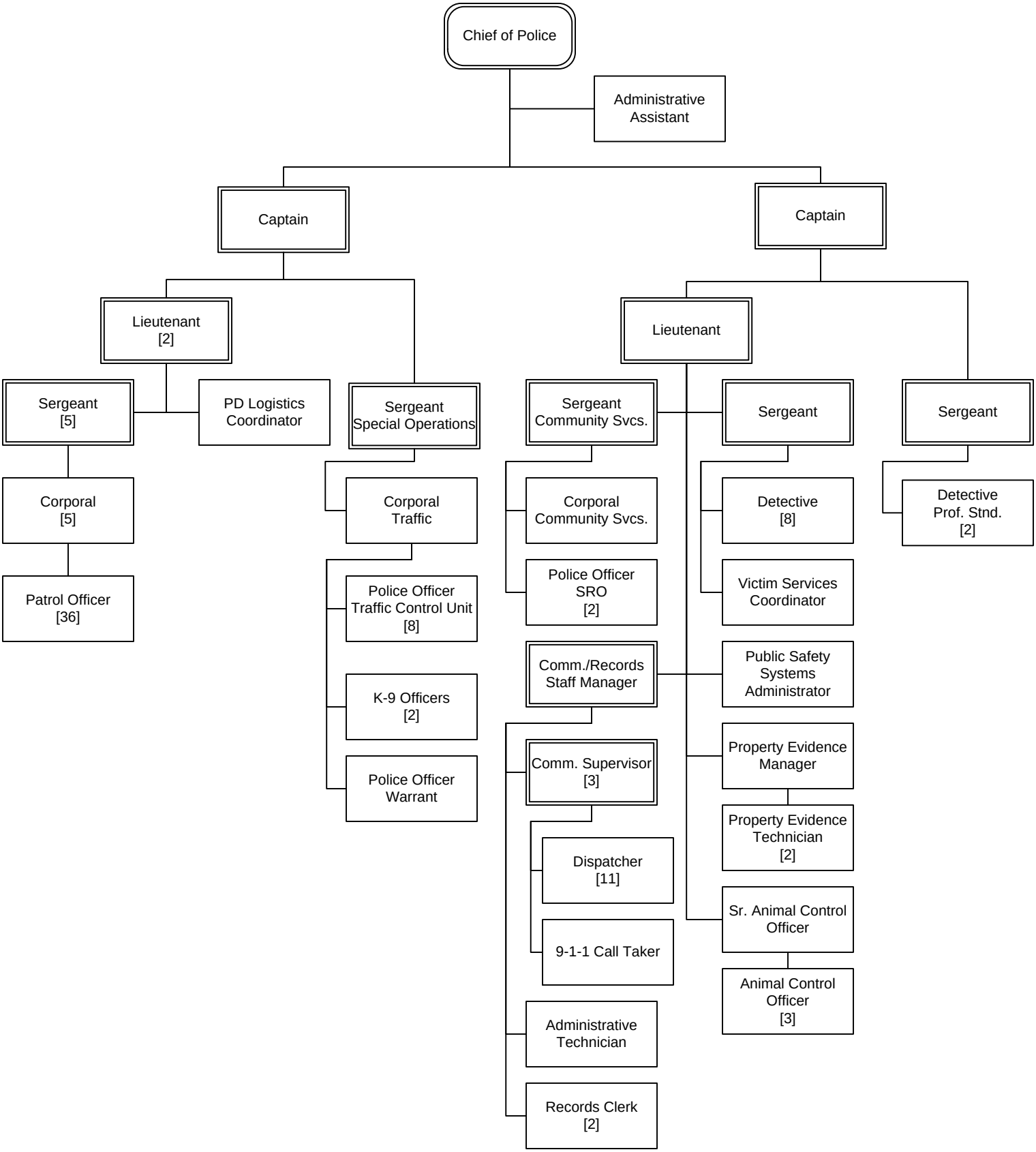
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
COURT ADMINISTRATOR	1	1	1
COURT OPERATIONS SUPERVISOR	1	1	1
SENIOR DEPUTY CLERK	1	1	1
DEPUTY COURT CLERK	4	4	4
JUVENILE CASE MANAGER	1	1	1
JUDGES	1	1	1
BAILIFF	0.5	0.5	0.5
TOTAL	**9.5**	**9.5**	**9.5**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	13,253
Total	**$**	**13,253**

POLICE


Chief of Police
Administrative Assistant
Captain
Captain
Lieutenant [2]
Lieutenant
Sergeant [5]
PD Logistics Coordinator
Sergeant Special Operations
Sergeant Community Svcs.
Sergeant
Sergeant
Corporal [5]
Corporal Traffic
Corporal Community Svcs.
Detective [8]
Detective Prof. Stnd. [2]
Patrol Officer [36]
Police Officer Traffic Control Unit [8]
Police Officer SRO [2]
Victim Services Coordinator
Comm./Records Staff Manager
Public Safety Systems Administrator
K-9 Officers [2]
Comm. Supervisor [3]
Property Evidence Manager
Police Officer Warrant
Property Evidence Technician [2]
Dispatcher [11]
Sr. Animal Control Officer
9-1-1 Call Taker
Animal Control Officer [3]
Administrative Technician
Records Clerk [2]

POLICE SERVICES- TOTAL

DEPARTMENTAL MISSION STATEMENT

The mission of the Cedar Park Police Department is to enhance the quality of life in the City of Cedar Park through a proactive and professional level of police service; to maintain a strong commitment of excellence; to ensure safety through integrity, trust and accountability; to treat all persons with respect, dignity and equality, and to build partnerships with the community to meet current and future challenges. Animal Control is included in the Cedar Park Police Department.

CORE VALUES

- Life
- Integrity
- Service
- Excellence
- Law
- Accountability
- Community Partnerships

DEPARTMENTAL VISION STATEMENT

Decline in felony crime rate.
Decline in fatal and injury collisions.

CUSTOMERS

- **INTERNAL:** Sworn personnel, Non-sworn support personnel, other city departments, city employees, and City Council members.
- **EXTERNAL:** Victims, complainants, criminals, traffic violators, criminal justice system agencies, law enforcement agencies, approved vendors.
- **ULTIMATE:** Victims of crime and individuals who have called the CPPD to request service. The members of our community who are being served, protected, and who enjoy a low crime rate and fast response times.

SERVICES PROVIDED

- Routine Patrol Services
- Law Enforcement
- Criminal Investigation
- Traffic Enforcement
- Response to Calls for Service
- Collision Investigation
- Arrests of Criminal Suspects
- Special Events/Crowd Control
- Enforcement of Animal Control Ordinances
- Pet Licensing and Microchipping
- Field Return and Impounded Animals
- Traffic Direction and Control
- Public Safety Communication, Dispatching
- Report and Record Management
- Evidence and Property Control
- Community Services
- Crime Prevention
- First Response to Criminal Incidents
- Operating a Temporary Holding Cell
- Animal Cruelty Investigations
- Emergency Response to Injured Animals

POLICE SERVICES- TOTAL

DEPARTMENTAL TIE TO COUNCIL GOALS

• Goal 1: Strategic Prioritization- Evaluate and Implement ICMA Police Study- Maximizing Deployment and Operational Efficiency.

The 5th Platoon is scheduled to begin on July 7

The Evidence Supervisor and Evidence Technician began employment on March 12.

The Evidence Detective has been reassigned as a Patrol Corporal ultimately to be deployed to the 5th Platoon.

The Physical Fitness Committee has been reconstituted and the Physical Ability Course is scheduled to begin construction on May 3.

The ICMA updated report is completed on a monthly basis.

There are regular monthly meeting between the Chief and Association President.

The Command Staff has a regular weekend duty as well as schedule stretching for both CID and Traffic Enforcement.

The Narcotic Enforcement Initiative is ongoing and the Specialized Equipment Inventory has been completed.

Four committees are meeting regularly and developing recommendations: Crime Reduction, CID Case Management, Calls for service, and Technology

The FY 2013 Budget will continue to include the ICMA recommendations of a Civilian Crime Scene Technician and a

• Goal 1: Strategic Prioritization- Develop a Strategic Plan for the Police Department-

A framework outline has been developed of the topics to be covered in the Strategic Plan.

On April 26, 2012 the CPPD held a voluntary Department Meeting to encourage and allow employee input on the Strategic Plan.

A "working group" will then be formed to include both the Command Staff and various CPPD Divisional Leaders to develop the Plan.

• Goal 6: Facilities- Goal: Evaluate timeline for Police Station Phase II.

The Police Department reviewed the current utilization of the building along with the short term adjustment strategies that have been made to prepare a report that will "quantitatively describe the utilization of the building" to evaluate the timetable of moving forward with the Design and Development phase.

On April 17, 2012, the "Current Utilization of the Police Building/Needs Assessment" report was finalized and submitted

POLICE SERVICES- TOTAL

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Calls for Service	31,350	36,500	34,555	33,000
• Part I Crimes Reported	1,244	1,500	1,216	1,250
• Citations issued	12,503	10,000	12,271	13,000
• Felony arrests	155	190	189	200
• Misdemeanor arrests	1,093	1,100	1,294	1,300
• Calls for Animal Control services	2,457	2,800	2,640	2,600
• Impounded animals	1,120	1,006	1,016	1,020
• Animal Control Citations issued	585	514	590	590
• Animal Control Warning issued	595	420	448	500
• Registration	771	905	900	900
EFFICIENCY & EFFECTIVENESS MEASURES				
• Emergency call average response time	N/A	N/A	9.8 min.	9.5 min.
• Non-emergency call average response time	N/A	10:00 min.	10-15 min.	10-15 min.
• % of emergency calls within the response time of 5 minutes or less	N/A	50.0%	10.5%	15.0%
• Crime Rate of under 2,000 index crimes per 100,000 population	1,537	<2000	1,214	<2,000
• Clearance rate of Part 1 Offenses	36.0%	35.0%	34.0%	35.0%
• Field Release of Impounded Animals prior to being transported to the Shelter	505	490	484	500

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 6,204,294	$ 6,743,908	$ 6,590,114	$ 774,399	$ 7,518,307
MATERIALS AND SUPPLIES	423,293	405,898	387,110	65,900	471,798
MAINTENANCE	122,811	115,750	114,750	1,000	116,750
OCCUPANCY	174,254	192,252	185,291	6,426	198,678
CONTRACTUAL SERVICES	674,118	827,770	809,810	80,228	907,998
OTHER CHARGES	234,082	256,527	253,827	(3,216)	253,311
CAPITAL OUTLAY	39,629	764,800	764,279	(362,534)	402,266
TOTAL	**$ 7,872,481**	**$ 9,306,905**	**$ 9,105,181**	**$ 562,203**	**$ 9,869,108**

POLICE SERVICES- TOTAL

PERSONNEL SUMMARY			
POSITIONS	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2012-2013 PROPOSED**
CIVIL SERVICE			
CAPTAIN	2	2	2
LIEUTENANT	3	3	3
SERGEANT	9	9	9
CORPORAL/DETECTIVE	17	17	17
POLICE OFFICER	49	49	49
CIVIL SERVICE TOTAL	**80**	**80**	**80**
NON-CIVIL SERVICE			
POLICE CHIEF	1	1	1
PUBLIC SAFETY SYSTEMS ADMINISTRATOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
COMMUNICATIONS AND RECORDS STAFF MANAGER	1	1	1
COMMUNICATIONS SUPERVISOR	3	3	3
DISPATCHER	8	8	11
ADMINISTRATIVE TECHNICIAN	1	1	1
RECORDS CLERK	3	2	2
9-1-1 CALL TAKER	-	-	1
PROPERTY EVIDENCE MANAGER	-	1	1
PROPERTY EVIDENCE TECHNICIAN	-	1	2
PD LOGISTICS COORDINATOR	-	-	1
SENIOR ANIMAL CONTROL OFFICER	1	1	1
ANIMAL CONTROL OFFICER	2	2	3
VICTIM SERVICES COORDINATOR	1	1	1
NON-CIVIL SERVICE TOTAL	**23**	**24**	**31**
TOTAL	**103**	**104**	**111**

POLICE SERVICES- TOTAL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel Adjustment	$	596,362
• Evidence Technician		73,277
• PD Logistics Coordinator		46,828
• 9-1-1 Calltaker Public Safety Communications		37,926
• Animal Control Officer		83,569
• Take Home Vehicles for Patrol		409,724
• Police Firearm Transition Project		20,441
• Upgrade Tasers		86,047
• Operational Costs of WCRAS Increase		5,000
• Increase janitorial services		1,065
• Increase for Community Programs		1,000
• Increase VES costs		36,908
• Remove one-time transfer for Public Safety Technology Project		(705,000)
• Remove one-time set-up for Platoon 5		(31,894)
• Remove one-time capital costs		(59,800)
• Remove one-time Civilian Staff set-up		(14,000)
• Remove one-time physical fitness testing set-up		(25,250)
Total	**$**	**562,203**

POLICE - ADMINISTRATION

EXPENDITURE SUMMARY					
OBJECT CATEGORIES	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
PERSONNEL SERVICES	$ 6,099,949	$ 6,620,774	$ 6,476,063	$ (5,589,482)	$ 1,031,292
MATERIALS AND SUPPLIES	317,139	383,250	364,462	(68,327)	314,923
MAINTENANCE	121,327	112,700	111,700	-	112,700
OCCUPANCY	173,517	191,452	184,491	(4,797)	186,655
CONTRACTUAL SERVICES	642,637	698,489	676,247	(619,345)	79,144
OTHER CHARGES	229,540	249,055	246,355	(64,496)	184,559
CAPITAL OUTLAY	39,629	764,800	764,279	(764,800)	-
TOTAL	**$ 7,623,738**	**$ 9,020,520**	**$ 8,823,597**	**$ (7,111,247)**	**$ 1,909,273**

POLICE - ADMINISTRATION

PERSONNEL SUMMARY			
POSITIONS	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2012-2013 PROPOSED**
CIVIL SERVICE			
CAPTAIN	2	2	2
LIEUTENANT	3	3	3
SERGEANT	9	9	-
CORPORAL/DETECTIVE	17	17	-
POLICE OFFICER	49	49	-
CIVIL SERVICE TOTAL	**80**	**80**	**5**
NON-CIVIL SERVICE			
POLICE CHIEF	1	1	1
COMMUNICATIONS SUPERVISOR	3	3	-
DISPATCHER	8	8	-
ADMINISTRATIVE ASSISTANT	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	1
RECORDS CLERK	3	2	-
PUBLIC SAFETY SYSTEMS ADMINISTRATOR	1	1	1
COMMUNICATIONS AND RECORDS STAFF MANAGER	1	1	-
PROPERTY EVIDENCE MANAGER	-	1	-
PROPERTY EVIDENCE TECHNICIAN	-	1	-
VICTIM SERVICES COORDINATOR	1	1	-
NON-CIVIL SERVICE TOTAL	**20**	**21**	**4**
TOTAL	**100**	**101**	**9**

POLICE - OPERATIONS

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 3,964,617	$ 3,964,617
MATERIALS AND SUPPLIES	-	-	-	110,550	110,550
MAINTENANCE	-	-	-	-	-
OCCUPANCY	-	-	-	480	480
CONTRACTUAL SERVICES	-	-	-	414,055	414,055
OTHER CHARGES	-	-	-	24,347	24,347
CAPITAL OUTLAY	-	-	-	364,266	364,266
TOTAL	**$ -**	**$ -**	**$ -**	**$ 4,878,315**	**$ 4,878,315**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
SERGEANT	-	-	6
CORPORAL/DETECTIVE	-	-	5
POLICE OFFICER	-	-	47
CIVIL SERVICE TOTAL	**0**	**0**	**58**
NON-CIVIL SERVICE			
PD LOGISTICS COORDINATOR	-	-	1
NON-CIVIL SERVICE TOTAL	**0**	**0**	**1**
TOTAL	**0**	**0**	**59**

POLICE - COMMUNICATIONS AND RECORDS

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 811,012	$ 811,012
MATERIALS AND SUPPLIES	-	-	-	500	500
MAINTENANCE	-	-	-	-	-
OCCUPANCY	-	-	-	216	216
CONTRACTUAL SERVICES	-	-	-	215,142	215,142
OTHER CHARGES	-	-	-	13,340	13,340
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 1,040,210**	**$ 1,040,210**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
N/A	-	-	-
CIVIL SERVICE TOTAL	**0**	**0**	**0**
NON-CIVIL SERVICE			
COMMUNICATIONS AND RECORDS STAFF MANAGER	-	-	1
COMMUNICATIONS SUPERVISOR	-	-	3
DISPATCHER	-	-	11
9-1-1 CALL TAKER	-	-	1
RECORDS CLERK	-	-	2
NON-CIVIL SERVICE TOTAL	**0**	**0**	**18**
TOTAL	**0**	**0**	**18**

POLICE - SUPPORT

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 1,542,964	$ 1,542,964
MATERIALS AND SUPPLIES	-	-	-	15,359	15,359
MAINTENANCE	-	-	-	-	-
OCCUPANCY	-	-	-	10,247	10,247
CONTRACTUAL SERVICES	-	-	4,200	64,336	64,336
OTHER CHARGES	-	-	-	21,343	21,343
CAPITAL OUTLAY	-	-	-	5,000	5,000
TOTAL	**$ -**	**$ -**	**$ 4,200**	**$ 1,659,249**	**$ 1,659,249**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
SERGEANT	-	-	3
CORPORAL/DETECTIVE	-	-	12
POLICE OFFICER	-	-	2
CIVIL SERVICE TOTAL	**0**	**0**	**17**
NON-CIVIL SERVICE			
PROPERTY EVIDENCE MANAGER	-	-	1
PROPERTY EVIDENCE TECHNICIAN	-	-	2
VICTIM SERVICES COORDINATOR	-	-	1
NON-CIVIL SERVICE TOTAL	**0**	**0**	**4**
TOTAL	**0**	**0**	**21**

POLICE - ANIMAL CONTROL

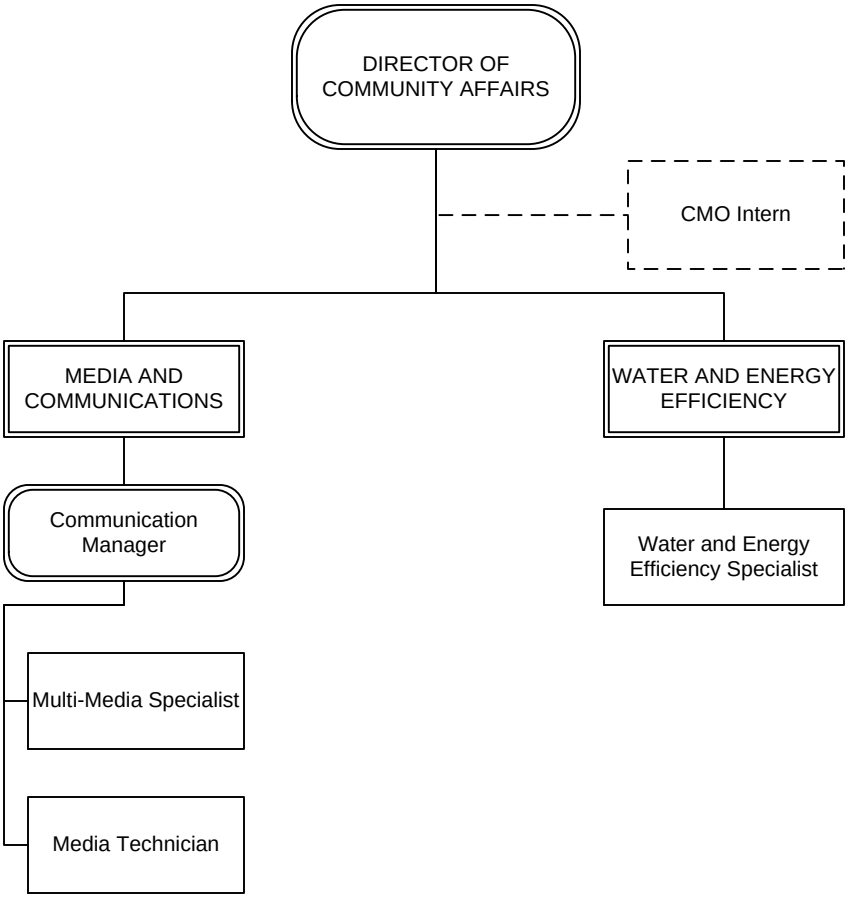
EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 104,345	$ 123,134	$ 114,051	$ 45,288	$ 168,422
MATERIALS AND SUPPLIES	106,154	22,648	22,648	7,818	30,466
MAINTENANCE	1,484	3,050	3,050	1,000	4,050
OCCUPANCY	737	800	800	280	1,080
CONTRACTUAL SERVICES	31,481	129,281	129,363	6,040	135,321
OTHER CHARGES	4,542	7,472	7,472	2,250	9,722
CAPITAL OUTLAY	-	-	-	33,000	33,000
TOTAL	**$ 248,743**	**$ 286,385**	**$ 277,384**	**$ 95,676**	**$ 382,061**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
N/A	-	-	-
CIVIL SERVICE TOTAL	**0**	**0**	**0**
NON-CIVIL SERVICE			
SENIOR ANIMAL CONTROL OFFICER	1	1	1
ANIMAL CONTROL OFFICER	2	2	3
NON-CIVIL SERVICE TOTAL	**3**	**3**	**4**
TOTAL	**3**	**3**	**4**

COMMUNITY AFFAIRS



COMMUNITY AFFAIRS - MEDIA AND COMMUNICATIONS

DEPARTMENTAL MISSION STATEMENT

The Mission of the Media & Communications Department is to serve as the City's liaison with the citizens and the news media in order to foster a productive, open, and mutually beneficial relationship and to increase citizen understanding, awareness of, and participation in City government.

DEPARTMENTAL VISION STATEMENT

The Vision of the Media & Communications Department is a City that is the most effective, efficient, accurate, and state-of-the art in reaching its Citizens and the news media. The Goals of the Media & Communications Department are to to communicate through effective media relations, public relations, special projects, TV and the City's website, and marketing of the City. The objectives to fulfill this vision are to develop press releases, organize media events, respond to media inquiries, and act as City spokesperson; assist with public meetings, and manage social media for the City; conduct presentations, write articles, and facilitate media training for City staff; create public service announcements, create local programming, maintain and update TV slides and external programming, maintain and update the City's websites, video record City meetings, and assist City staff with A/V requests; and to photograph and video record City events, and create print and online advertisements.

CUSTOMERS

- **INTERNAL:** The internal customer is City staff and City Council Members.
- **EXTERNAL:** External customers are citizens, the news media, other governments, Facebook friends, Twitter followers, City website users, and any other constituents who rely on the City for information or other programs or services.
- **ULTIMATE:** The ultimate customer is the informed and aware citizen, who will understand and be aware of the role City government plays in his or her daily life, and participate and be educated about what is going on in his or her community.

SERVICES PROVIDED

- **Media contacts/interviews**
- **Press releases**
- **Response to media requests**
- **TV programming**
- **Meetings recorded/broadcast**
- **Website content and maintenance**

DEPARTMENTAL TIE TO COUNCIL GOALS

• **Strategic Prioritization**

Our primary mission is to inform and educate the media about the City's goals, projects, meetings, and priorities. This department also plays an integral role in assisting staff in other departments carry out their duties to achieve not only this goal but all other goals as well.

COMMUNITY AFFAIRS - MEDIA AND COMMUNICATIONS

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Press/Media releases issued	60	60	55	65
• Meetings recorded/broadcast	125	110	125	125
• Media contacts/interviews	120	240	210	220
• TV programming	24	30	30	35
EFFICIENCY & EFFECTIVENESS MEASURES				
• % of stories picked-up	90%	100%	90%	95%
• % of media requests responded to within 2 hrs.	90%	95%	90%	95%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 119,481	$ 139,088	$ 136,110	$ 5,121	$ 144,209
MATERIALS AND SUPPLIES	1,012	4,316	3,865	1,164	5,480
MAINTENANCE	357	-	-	-	-
OCCUPANCY	1,720	2,520	2,580	540	3,060
CONTRACTUAL SERVICES	35,540	53,452	52,202	6,000	59,452
OTHER CHARGES	8,115	9,602	6,365	(1,614)	7,988
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 166,225**	**$ 208,978**	**$ 201,122**	**$ 11,211**	**$ 220,189**

COMMUNITY AFFAIRS - MEDIA AND COMMUNICATIONS

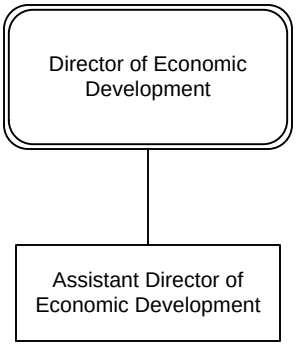
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
COMMUNICATION MANAGER	1	1	1
MULTI-MEDIA SPECIALIST	1	1	1
MEDIA TECHNICIAN	0.5	0.5	0.5
TOTAL	**2.5**	**2.5**	**2.5**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments including COLA	$	5,121
• Mobile 311 Application		6,000
Total	**$**	**11,121**

ECONOMIC DEVELOPMENT



ECONOMIC DEVELOPMENT

DEPARTMENTAL MISSION STATEMENT

The Economic Development Department promotes and develops new and expanding business enterprises that provide and encourage employment opportunities while creating new wealth in the City.

DEPARTMENTAL VISION STATEMENT

* Cedar Park will be recognized as the top development option/location for companies relocating/expanding to the Austin area that don't want to be in Austin.
* Over 200,000 s.f. of flex space will be developed in Brushy Creek Corporate Park and Pecan Grove Business Park occupied by primary employers.
* The land adjacent to the Cedar Park Center will be developed with a combination of restaurants, retail and office.
* Cedar Park will become a regional destination with the opening of the Schlitterbahn project.

CUSTOMER

- **INTERNAL:** City Council, City Manager, Assistant City Managers, City Attorney and Department Directors
- **EXTERNAL:** Manufacturing/distribution/service companies; real estate developers/brokers; consultants, landowners; financial groups; engineering firms; architectural firms.
- **ULTIMATE:** The ultimate customers are the citizens and businesses that pay taxes to the City. Residents and businesses benefit from the creation of new jobs and job opportunities in the city while businesses benefit from the increased payrolls and disposable income circulating in the city. Businesses and residents also benefit from the increased value of property created by new investments in the city which impact the city tax rate in a positive manner.

SERVICES PROVIDED

- **Marketing Cedar Park as the preferred business location**
  - Marketing Trips/Trade Shows
  - Print Material/Advertising
  - Presentations to Development Groups
- **One-Stop Shop for Following Information/Assistance:**
  - Demographic Information on the Community
  - Information on Available Buildings and Land sites for Businesses
  - Information on Infrastructure and Traffic
  - Information and Referrals on Different Types of State and Federal Financing Programs
- **Assist Companies/Businesses in Their Site Locations**
  - Demographic and Workforce Information
  - Identification of Available Facilities and Land
  - Development of Incentive Proposals
- **Business Retention and Expansion Efforts**
  - Regular Contact (Phone/E-mail and Bi-annual visits)

ECONOMIC DEVELOPMENT

DEPARTMENTAL TIE TO COUNCIL GOALS

• ECONOMIC DEVELOPMENT

Create new job opportunities, expand the tax base and raise the per capita income level.

Develop and enhance business relationships with major employers to ensure their continued growth.

Continue to involve the 4B Board in "pure" economic development projects.

Continue to work on a business incubator project.

• ENTERTAINMENT/DESTINATION/CULTURE

Develop and finalize a water park agreement with Schlitterbahn.

Implement the Strategic Plan for tourism.

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Information requests filled (demographic, community, development guidelines, incentives, etc.)	130	150	165	185
EFFICIENCY & EFFECTIVENESS MEASURES				
• Projects developed	26	30	32	34
• New business locations	5	4	4	6
• Jobs created	260	300	250	350
• Business expansions	2	2	4	5
• % Increase in Cedar Park Workforce	2.19%	2.00%	2.00%	2.00%
• % of Commercial Added to Tax Rolls	N/A	2.50%	N/A	2.50%
• Capital Investment Added to Tax Rolls (in millions)	10	$ 25	$ 15	$ 20

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 223,161	$ 213,294	$ 210,798	$ 13,335	$ 226,629
MATERIALS AND SUPPLIES	139	2,000	1,500	(200)	1,800
MAINTENANCE	-	-	-	-	-
OCCUPANCY	16,500	17,100	2,100	(15,000)	2,100
CONTRACTUAL SERVICES	79,453	111,875	87,100	(21,470)	90,405
OTHER CHARGES	685,557	874,882	815,450	26,968	901,850
CAPITAL OUTLAY	-	-	1,552	-	-
CONTINGENCY	-	30,000	30,000	-	30,000
TOTAL	**$ 1,004,810**	**$ 1,249,151**	**$ 1,148,500**	**$ 3,633**	**$ 1,252,784**

ECONOMIC DEVELOPMENT

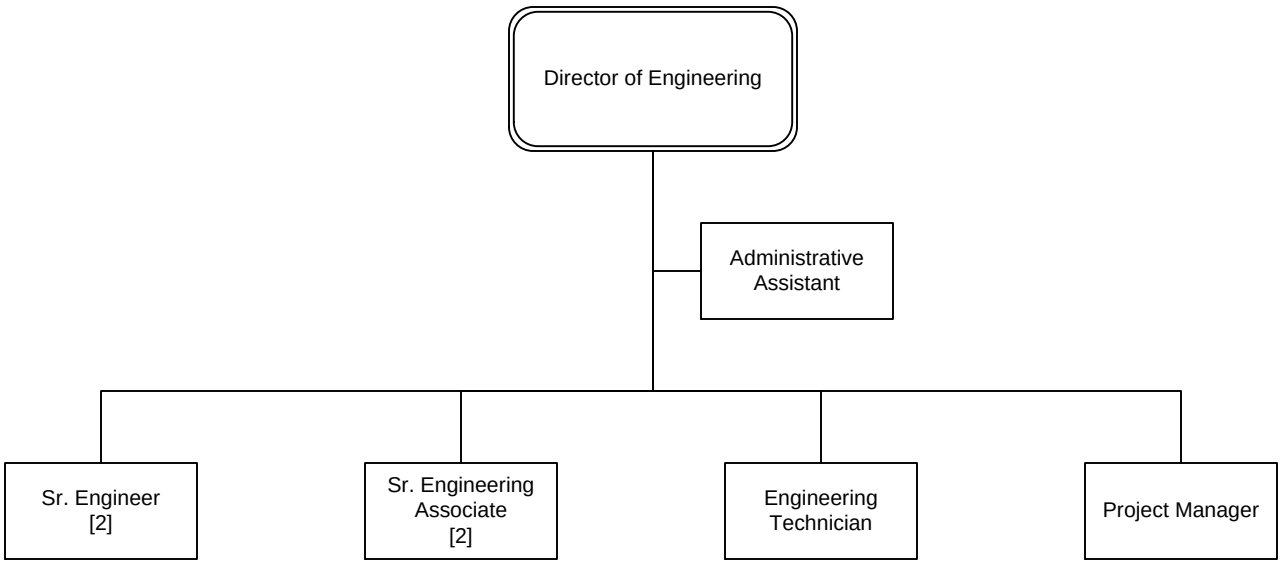
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF ECONOMIC DEVELOPMENT	1	1	1
DIRECTOR OF TOURISM AND COMMUNITY DEVELOPMENT	1	-	-
ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT	-	-	1
ECONOMIC DEVELOPMENT SPECIALIST	1	1	-
TOTAL	**3**	**2**	**2**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments including COLA	$	13,335
• Increase Economic Development line-item		21,468
• Remove Rental Fee		(15,000)
• Reduce Contract Services based upon history		(16,170)
Total	**$**	**3,633**

ENGINEERING



ENGINEERING

DEPARTMENTAL MISSION STATEMENT

It is the Engineering Department's mission to ensure a quality engineered and safe infrastructure for the City of Cedar Park.

DEPARTMENTAL VISION STATEMENT

It is the vision of the Engineering Department to continue working toward fulfillment of the departments existing and future goals outlined in the City's Strategic Map. As the City and surrounding areas grow, it is our vision to provide a safe and efficient roadway network and quality infrastructure to support the growing population.

CUSTOMERS

- **INTERNAL:** Internal customers include other city departments, City Council, boards and commissions.
- **EXTERNAL:** External customers include developers, engineers, construction contractors, citizens, and utility service providers.
- **ULTIMATE:** The citizens of Cedar Park are the ultimate customers as they rely upon us to provide a safe infrastructure through the use of their tax dollars.

SERVICES PROVIDED

- Project management of transportation, drainage and municipal facility projects.
- Subdivision plat and construction plan review.
- Construction project inspection.
- Floodplain administration.
- Utility availability determinations.

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Redevelopment/Enhancement**

  Continue progress and implementation of Roadway Plan.

  Review feasibility of Drainage Utility Fund.

  Update Roadway Pavement Rehabilitation System.

  Investigate new technologies for roadway rehabilitation.

  Weigh redevelopment as criteria in reviewing roadway and parks projects.
- **Beautification**

  City entry signs.
- **Diversified Tax Base/Balanced Land Use**

  Evaluate Transportation Plan for roads to assist in economic development.
- **Public Transportation/Mobility**

  Prioritize road and transportation projects.

  Complete New Hope gap project.

ENGINEERING

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Construction plans reviewed	36	30	31	25
• # of on-going projects (Transportation/Facilities)	5/2	4/2	7/5	4/2
• CIP design contracts initiated	3	3	4	4
• Design contracts completed	3	2	2	3
• CIP projects constructed	2	2	3	3
EFFICIENCY & EFFECTIVENESS MEASURES				
• Design contracts completed on schedule	3	2	2	3
• Project designs (under/over) budget	3/0	2/0	2/0	3/0
• Project construction budgets (under/over)	2/0	2/0	3/0	3/0

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 605,858	$ 637,088	$ 621,616	$ 22,689	$ 659,777
MATERIALS AND SUPPLIES	4,826	7,500	6,600	-	7,500
MAINTENANCE	477	700	500	-	700
OCCUPANCY	3,642	4,600	4,600	-	4,600
CONTRACTUAL SERVICES	69,864	125,841	114,486	75,000	200,841
OTHER CHARGES	37,712	15,450	13,655	-	15,450
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 722,379**	**$ 791,179**	**$ 761,457**	**$ 97,689**	**$ 888,868**

ENGINEERING

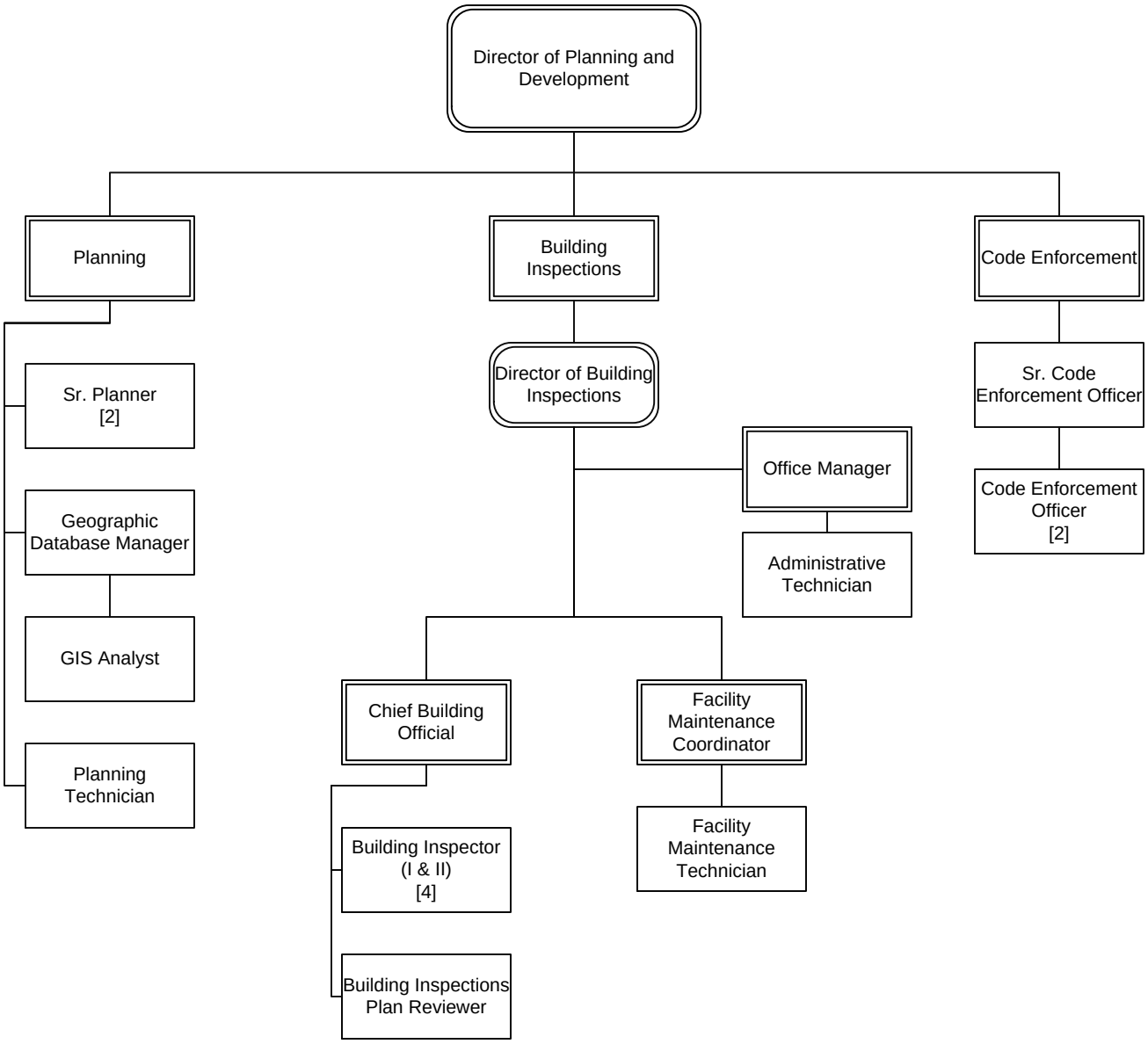
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF ENGINEERING	1	1	1
SENIOR ENGINEER	3	2	2
SENIOR ENGINEERING ASSOCIATE	1	1	2
ENGINEERING TECHNICIAN	1	1	1
PROJECT MANAGER	1	1	1
TRANSPORTATION PLANNER	-	1	-
ADMINISTRATIVE ASSISTANT	1	1	1
TOTAL	**8**	**8**	**8**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	22,689
• Overhead Electric Study		75,000
Total	**$**	**97,689**

DEVELOPMENT SERVICES



DEVELOPMENT SERVICES - TOTAL

DEPARTMENTAL MISSION STATEMENT

The mission of the City of Cedar Park Development Services Department is to improve the quality of life for the current and future residents living and working within the City. This is accomplished through the proactive identification of solutions, maintaining an exemplary level of customer service, and keeping abreast of the most advanced trends in urban planning and land development. Further, it is our mission to help carry out programs and projects through public investment, public-private cooperation, volunteer efforts, and enforcement in order to enhance the vitality and promote the orderly development of the community.

DEPARTMENTAL VISION STATEMENT

The Development Services Department is responsible for all urban planning, building inspection, and code enforcement activities in the City. As the City moves forward in its growth and development, the vision for departmental operations will transition away from a culture of focusing on growth and regulating new development to one of maintaining and enforcement of standards on existing development. The vision of the department will be encapsulated into a two-fold approach whereby the Planning division works to ensure long-range growth policy is the most current with cutting edge development trends while the Building Inspections and Code Enforcement divisions ensure the enforcement of those policies in addition to their respective roles in daily inspections and activities. This also includes ensuring a high, inter-divisional standard for the department in providing for an efficient, timely, and courteous development process.

CUSTOMERS

- **INTERNAL:**
  City Council
  Appointed Boards:
    - o4B Corporation Board
    - oBoard of Adjustment
    - oPlanning and Zoning Commission
    - oArt Advisory Board
    - oSign Control Board

  All City Departments

- **EXTERNAL:** Our External Customers Include, But Are Not Limited To:
  Citizens
  Comptroller of Public Accounts (Annexations)
  Contractors
  Developers
  Engineering / Architectural / Planning Firms
  Entities-Federal, State, County, Regional & Local
  Homeowner's Associations/Neighborhood Groups
  Home Builder's Association
  Land Owners
  Leander Independent School District>
  Media
  Private Businesses
  Realtors
  Travis/ Williamson Counties
  Travis Central Appraisal District (TCAD)
  TxDOT
  Utility Companies
  Williamson Central Appraisal District (WCAD)

- **ULTIMATE:** By implementing the policies of the City Council and the adopted Comprehensive Plan, the ultimate customer of the Development Services Department is any citizen or group desiring information, services, or inclusion in the physical, economic, and social development of the City.

DEVELOPMENT SERVICES - TOTAL

SERVICES PROVIDED

- Update, Amend and Develop Ordinances
- Coordinate & review zoning, subdivision & site development plans
- Process voluntary & involuntary annexations pursuant to Chapter 43 of the TX Local Govt. Process voluntary & involuntary annexations pursuant to Chapter 43 of the TX Local Govt
- Continue efforts to create/implement a Redevelopment Policy and Plan for selected areas of the City
- Continue efforts to apply appropriate zoning classification to Development Reserve adn Planned Development properties
- Participate in educational forums to assist citizens in understanding these codes and ordinances
- Provide staff support for Planning and Zoning Commission/Arts Board/Board of Adjustment.Sign Control Board.
- Provide staff support for City Council related to planning issues
- Assign addresses and maintain accurate address base for 9-1-1 database
- Maintain addresses and Parcel IDs in development services software
- Update & maintain GIS layers
- Create maps for city departments, Boards and Commissions, and general public
- Keep up with changes in the health and sanitation codes and ordinances.
- Schedule patrols of the city to determine violations
- Enforcement of City Ordinances

DEPARTMENTAL TIE TO COUNCIL GOALS

1. Prioritizing City Council's strategic goals into the department's work plan;
2. Maintaining a strong problem-solving, customer-service philosophy, revolving around a philosophy trifecta of "prompt, courteous, and accurate";
3. Empowering individuals and groups by providing decentralized planning and development information;
4. Ensuring inter-agency coordination amongst Federal, State, and Local authorities;
5. Ensuring a proactive approach in departmental programming for enforcement and inspections;
6. Providing an efficient, timely, and courteous development process for customers;
7. Ensuring all employees are highly trained and empowered in decision-making processes;
8. Utilizing the best technology available in maintaining operations and providing services to all;
9. Keeping abreast of the latest trends in land development, inspections, and enforcement;
10. Keeping all City facilities maintained and operating in an efficient and cost-effective manner.

DEVELOPMENT SERVICES - TOTAL

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• # of Zoning Applications (PLANNING)	44	18	23	23
• # of Warnings / # of Citations Issued	N/A	30/2	30/2	30/2
EFFICIENCY & EFFECTIVENESS MEASURES				
• Average # of Days to complete New Subdivision and Site Plans Reviews	17	10	14	14
• Average # of Days to re-review subdivisions and site plans	5	11	14	14
• Average minutes alloted for each inspection	19	18	17	17
• 5-day Residential Reviews: Average Turnaround Time	4	5	4	5
• 5-day Residential Reviews: Percent (%) Performed Within Target	78%	88%	80%	80%
• 10-day Commercial Reviews: Percent (%) Performed Within Target	80%	75%	67%	75%
• Percent of complaint responses within 24-hours on business days	100%	100%	100%	100%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 909,368	$ 998,766	$ 992,739	$ 181,630	$ 1,180,396
MATERIALS AND SUPPLIES	22,745	26,370	26,008	9,505	35,875
MAINTENANCE	3,207	7,400	4,730	1,260	8,660
OCCUPANCY	4,935	7,932	8,652	3,460	11,392
CONTRACTUAL SERVICES	64,259	234,180	106,430	(36,588)	197,592
OTHER CHARGES	28,501	49,961	36,894	9,535	59,496
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 1,033,015**	**$ 1,324,609**	**$ 1,175,453**	**$ 168,802**	**$ 1,493,411**

DEVELOPMENT SERVICES - TOTAL

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF PLANNING AND DEVELOPMENT	1	1	1
SENIOR PLANNER	2	2	2
GEOGRAPHIC DATABASE MANAGER	-	-	1
GIS ANALYST	1	1	1
PLANNER	1	-	-
TRANSPORTATION PLANNER	1	-	-
PLANNING TECHNICIAN	1	1	1
ADMINISTRATIVE ASSISTANT	1	-	-
DIRECTOR OF BUILDING INSPECTIONS	1	1	1
CHIEF BUILDING OFFICIAL	1	1	1
BUILDING INSPECTOR	5	4	4
PLANS REVIEWER	-	-	1
FACILITY MAINTENANCE COORDINATOR	1	1	1
FACILITY MAINTENANCE TECHNICIAN	1	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	1
SENIOR CODE ENFORCEMENT OFFICER	1	1	1
CODE ENFORCEMENT OFFICER	2	2	2
TOTAL	**22**	**18**	**20**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	52,253
• Geographic Database Manager		96,523
• Building Inspections Plan Reviewers		51,504
• Fuel & Oil		1,000
• Remove one-time Redevelopment Master Plan		(35,000)
Total	**$**	**166,280**

DEVELOPMENT SERVICES - PLANNING

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 376,569	$ 374,020	$ 379,057	$ 96,787	$ 470,807
MATERIALS AND SUPPLIES	7,337	5,950	5,640	4,250	10,200
MAINTENANCE	673	1,300	700	300	1,600
OCCUPANCY	554	720	850	880	1,600
CONTRACTUAL SERVICES	22,173	188,075	60,825	(35,717)	152,358
OTHER CHARGES	15,305	38,103	27,745	6,070	44,173
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 422,611**	**$ 608,168**	**$ 474,817**	**$ 72,570**	**$ 680,738**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF PLANNING AND DEVELOPMENT	1	1	1
SENIOR PLANNER	2	2	2
PLANNER	1	-	-
TRANSPORTATION PLANNER	1	-	-
GEOGRAPHIC DATABASE MANAGER	-	-	1
GIS ANALYST	1	1	1
PLANNING TECHNICIAN	1	1	1
ADMINISTRATIVE ASSISTANT	1	-	-
TOTAL	**8**	**5**	**6**

DEVELOPMENT SERVICES - BUILDING INSPECTIONS

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 426,920	$ 486,996	$ 483,097	$ 78,251	$ 565,247
MATERIALS AND SUPPLIES	9,973	13,090	13,118	4,225	17,315
MAINTENANCE	1,685	3,400	2,000	1,060	4,460
OCCUPANCY	3,451	5,112	5,652	2,180	7,292
CONTRACTUAL SERVICES	33,303	32,736	32,736	(5,121)	27,615
OTHER CHARGES	9,904	7,833	5,132	1,995	9,828
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 485,236**	**$ 549,167**	**$ 541,735**	**$ 82,590**	**$ 631,757**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF BUILDING INSPECTIONS	1	1	1
CHIEF BUILDING OFFICIAL	1	1	1
BUILDING INSPECTOR	5	4	4
PLANS REVIEWER	-	-	1
FACILITY MAINTENANCE COORDINATOR	1	1	1
FACILITY MAINTENANCE TECHNICIAN	1	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	1
TOTAL	**11**	**10**	**11**

DEVELOPMENT SERVICES - CODE ENFORCEMENT

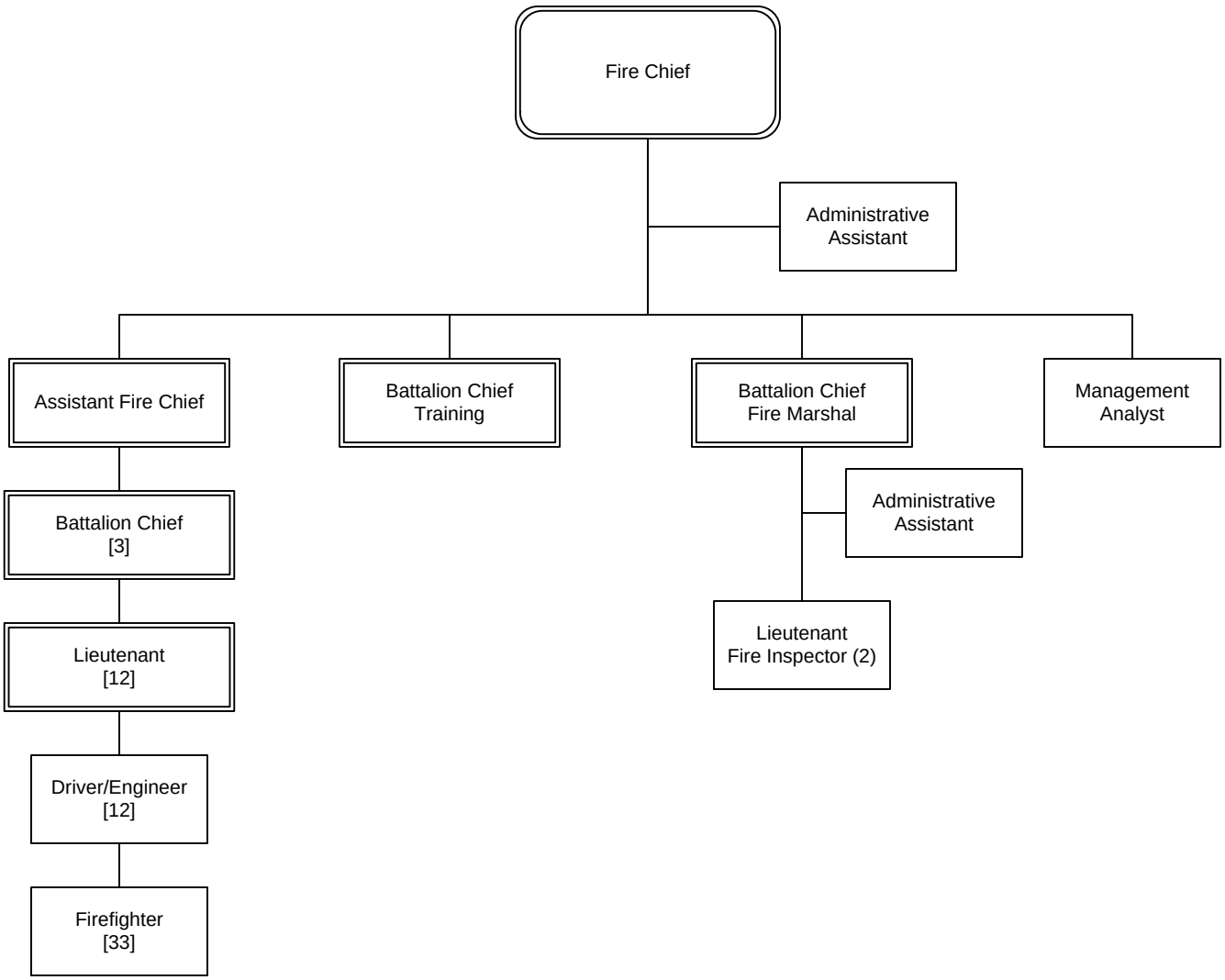
EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 105,879	$ 137,750	$ 130,585	$ 6,592	$ 144,342
MATERIALS AND SUPPLIES	5,435	7,330	7,250	1,030	8,360
MAINTENANCE	849	2,700	2,030	(100)	2,600
OCCUPANCY	930	2,100	2,150	400	2,500
CONTRACTUAL SERVICES	8,783	13,369	12,869	4,250	17,619
OTHER CHARGES	3,292	4,025	4,017	1,470	5,495
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ 125,168**	**$ 167,274**	**$ 158,901**	**$ 13,642**	**$ 180,916**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
SENIOR CODE ENFORCEMENT OFFICER	1	1	1
CODE ENFORCEMENT OFFICER	2	2	2
TOTAL	**3**	**3**	**3**

FIRE SERVICES



FIRE SERVICES - TOTAL

DEPARTMENTAL MISSION STATEMENT

The Cedar Park Fire Department will pursue excellence in every aspect of public safety related to the fire service and seek opportunities to serve our community.

DEPARTMENTAL VISION STATEMENT

The Cedar Park Fire Department will be the best fire department in the American fire service.

CUSTOMERS

- **INTERNAL:** City Council, City Department Heads and Fire Department Employees.

- **EXTERNAL:** Residents of Cedar Park and ETJ area.
  Residents in the CAPCOG region primarily through special operations activities such as hazardous materials mitigation, swift water rescue, Technical rescue, and dive recovery operations.
  Texas Intrastate Fire Mutual Aid System (TIFMAS) that can require deployments all over Texas.
  Texas Commission on Fire Protection, Texas Department of State Health Services, Insurance Services Office, State Fire Marshal Office, Williamson County, Williamson County Fire Chiefs Association, Capital Area Fire Chiefs Association, CAPCOG, and other groups that are typically in a regulatory nature.

- **ULTIMATE:** The CPFD is in place to serve all our citizens, visitors to our community, external organizations, other city staff, and fellow team members to provide a level of service that exceeds expectations. We strive each day to perform better and create an environment that is good for all that interact with the CPFD.

SERVICES PROVIDED

- Fire Suppression
- Medical First Response
- Emergency Management
- Community Education
- Hazardous Materials Mitigation
- Fire Code Enforcement, Inspection & Plan Review
- Teen Advocates for Community Safety (TACS)
- Community Emergency Response Team (CERT)
- Training - Fire Personnel
- Fire Investigation
- Technical Rope Rescue
- Swift Water Rescue
- Extrications
- Dive Recovery
- Citizen Fire Academy
- Fire Safety Education

FIRE SERVICES - TOTAL

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization (Efficiency)**
  Participate with CPOD and various other internal organizational health initiatives.
  Created a Nine-Year Staffing Plan that was presented to Council in 2010
  Conduct Officer training classes each year.
  Will work with Williamson County ESD 11 and 12 to assist in establishing a fire protection agreement. Continue dialogue with Travis County ESD 14 and Travis County ESD 1 on fire protection issues impacting the City's ETJ areas in Travis County
  ` The CPFD maintains a strong relationship with the Chamber of Commerce by having a diamond-level membership. academies; coordination with CAMPO, CAPCOG, TxDOT regarding transportation and planning issues; and the
  Fire chief serves as curriculum chair of Leadership Cedar Park.
  Partner with Junior Leadership Cedar Park program.
  Department is pursuing accreditation from the Commission on Fire Accreditation International.
- **Beautification**
  Keen on Clean program.
  Household Hazardous Waste Clean-up event.
- **Facilities**
  Partnering with City Management to find land for future Fire Station 5 on the north side of the City.
- **Economic Development**
  ISO Class rating to a 1 lowers overhead costs for businesses

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Total Activity	22,192	30,000	23,000	23,500
• Total Emergency Incidents	4,433	4,500	4,450	4,450
• # of AIM Exercises	3	3	3	3
• Training hours complete	12,437	17,000	14,000	15,000
EFFICIENCY & EFFECTIVENESS MEASURES				
• ISO Rating	1	1	1	1
• % of Turn-out Time Less Than 90 Seconds	70.0%	70.0%	75.0%	75.0%
• % of Travel Time Less Than 4 Minutes	52.1%	55.0%	55.7%	57.0%
• % of 360 Evaluations on All Officers	100.0%	100.0%	100.0%	100.0%
• % of Fire Inspection Given to Apartments	100.0%	100.0%	100.0%	100.0%
Restaurants	10.0%	30.0%	20.0%	20.0%
Nightclubs	0.0%	50.0%	100.0%	100.0%
• % of Fires Contained in Room of Origin	37.9%	35.0%	37.0%	38.0%
• % of Dollar Value Saved on Property With Fire Loss	35.8%	85.0%	82.0%	84.0%

FIRE SERVICES - TOTAL

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 4,614,678	$ 5,168,022	$ 5,142,629	$ 272,524	$ 5,440,546
MATERIALS AND SUPPLIES	140,123	177,658	163,325	(8,100)	169,558
MAINTENANCE	308,885	296,987	300,987	25,500	322,487
OCCUPANCY	117,509	144,123	130,695	(1,780)	142,343
CONTRACTUAL SERVICES	553,231	885,759	890,638	(266,506)	619,253
OTHER CHARGES	94,303	102,178	103,668	22,900	125,078
CAPITAL OUTLAY	516,020	151,900	150,000	(151,900)	-
TRANSFERS OUT	32,759	32,759	32,759	(32,759)	-
TOTAL	**$ 6,377,508**	**$ 6,959,386**	**$ 6,914,701**	**$ (140,121)**	**$ 6,819,265**

FIRE SERVICES - TOTAL

PERSONNEL SUMMARY			
POSITIONS	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2012-2013 PROPOSED**
CIVIL SERVICE			
ASSISTANT FIRE CHIEF	1	1	1
BATTALION CHIEF	5	5	5
LIEUTENANT	14	14	14
DRIVER/ENGINEER	12	12	12
FIREFIGHTER	33	33	33
CIVIL SERVICE TOTAL	**65**	**65**	**65**
NON-CIVIL SERVICE			
FIRE CHIEF	1	1	1
MANAGEMENT ANALYST	-	1	1
ADMINISTRATIVE ASSISTANT	2	2	2
DISPATCHER	3	3	-
NON-CIVIL SERVICE TOTAL	**6**	**7**	**4**
TOTAL	**71**	**72**	**69**

FIRE SERVICES - TOTAL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel Adjustments	$	272,524
• Needs/Personnel Assessment for New Chief		120,000
• Accreditation Costs		7,500
• Grant Match		(2,000)
• Bunker Boot and Helmet Replacement		4,000
• Firehouse Software & Equipment		19,920
• Training Field mowing		3,400
• Remote nozzle for brush trucks		18,000
• Validation of annual fitness test		16,500
• Replace Quint 1		25,000
• Annual Fire Station Refurbishment		30,000
• Increase for wireless coverage		1,100
• Remove one-time transfer for Public Safety Technology Project		(150,000)
• Remove one-time VES Contribution for Fire Engine		(438,526)
• Remove one-time staff set-up		(9,780)
• Remove Engine Lease Payment		(32,759)
• Remove one-time bunker gear		(25,000)
Total	**$**	**(140,121)**

FIRE SERVICES - ADMINISTRATION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 4,614,678	$ 5,168,022	$ 5,142,629	$ (4,339,376)	$ 828,646
MATERIALS AND SUPPLIES	140,123	177,658	163,325	(157,947)	19,711
MAINTENANCE	308,885	296,987	300,987	(281,987)	15,000
OCCUPANCY	117,509	144,123	130,695	(62,887)	81,236
CONTRACTUAL SERVICES	553,231	885,759	890,638	(707,901)	177,858
OTHER CHARGES	94,303	102,178	103,668	(43,983)	58,195
CAPITAL OUTLAY	516,020	151,900	150,000	(151,900)	-
TRANSFERS OUT	32,759	32,759	32,759	(32,759)	-
TOTAL	**$ 6,377,508**	**$ 6,959,386**	**$ 6,914,701**	**$ (5,778,740)**	**$ 1,180,646**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
ASSISTANT FIRE CHIEF	1	1	1
BATTALION CHIEF	5	5	1
LIEUTENANT	14	14	0
DRIVER/ENGINEER	12	12	0
FIREFIGHTER	33	33	0
CIVIL SERVICE TOTAL	**65**	**65**	**2**
NON-CIVIL SERVICE			
FIRE CHIEF	1	1	1
ADMINISTRATIVE ASSISTANT	2	2	1
PLAN REVIEWER/INSPECTOR	-	-	-
MANAGEMENT ANALYST	-	1	1
DISPATCHER	3	3	-
NON-CIVIL SERVICE TOTAL	**6**	**7**	**3**
TOTAL	**71**	**72**	**5**

FIRE SERVICES - SUPPRESSION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 4,271,411	$ 4,271,411
MATERIALS AND SUPPLIES	-	-	-	134,122	134,122
MAINTENANCE	-	-	-	297,487	297,487
OCCUPANCY	-	-	-	59,002	59,002
CONTRACTUAL SERVICES	-	-	-	422,037	422,037
OTHER CHARGES	-	-	-	62,983	62,983
TOTAL	**$ -**	**$ -**	**$ -**	**$ 5,247,042**	**$ 5,247,042**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
BATTALION CHIEF	-	-	2
LIEUTENANT	-	-	13
DRIVER/ENGINEER	-	-	12
FIREFIGHTER	-	-	33
CIVIL SERVICE TOTAL	**0**	**0**	**60**
NON-CIVIL SERVICE			
N/A	-	-	-
NON-CIVIL SERVICE TOTAL	**0**	**0**	**0**
TOTAL	**0**	**0**	**60**

FIRE SERVICES - FIRE MARSHAL

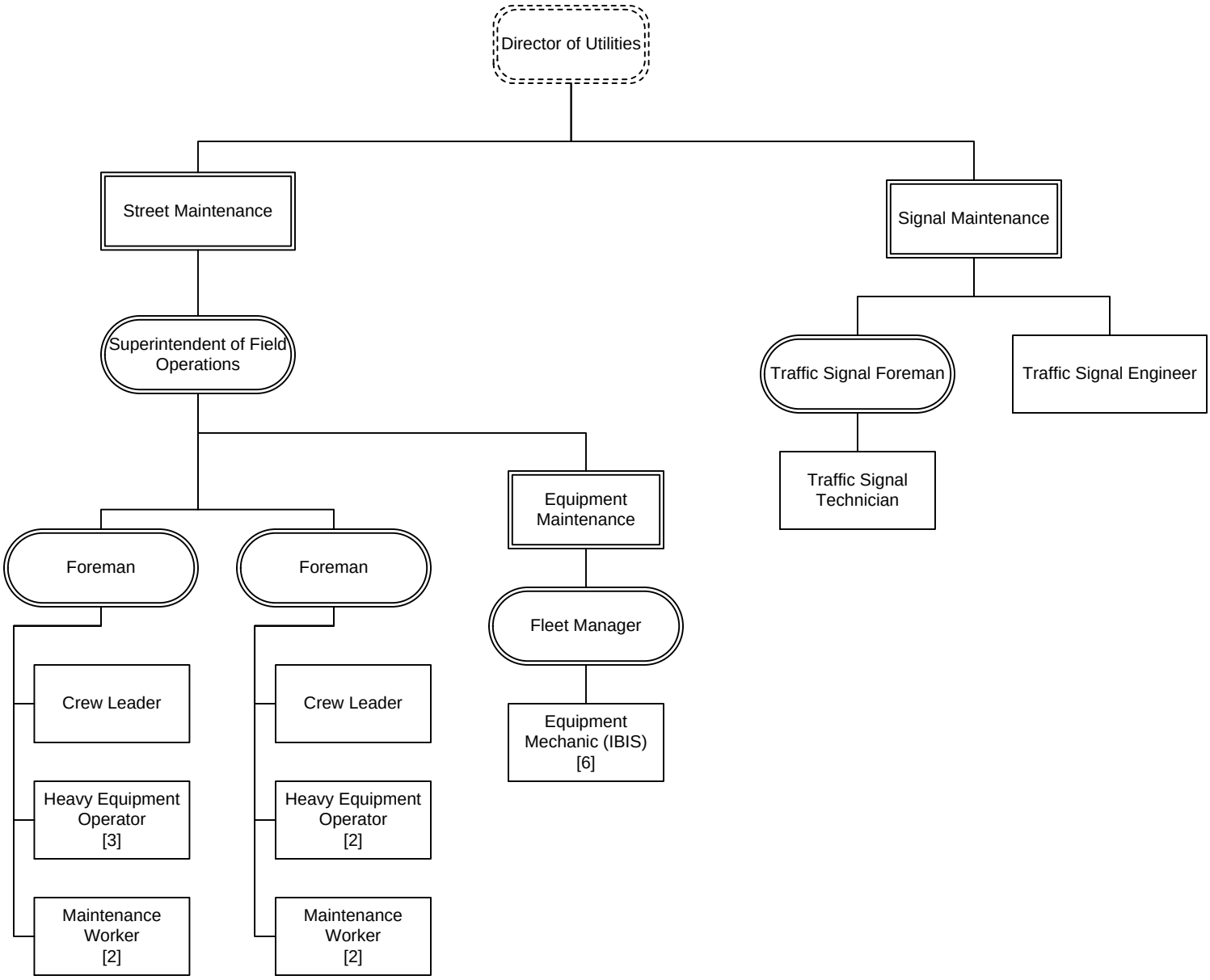
EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 340,489	$ 340,489
MATERIALS AND SUPPLIES	-	-	-	15,725	15,725
MAINTENANCE	-	-	-	10,000	10,000
OCCUPANCY	-	-	-	2,105	2,105
CONTRACTUAL SERVICES	-	-	-	19,358	19,358
OTHER CHARGES	-	-	-	3,900	3,900
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 391,577**	**$ 391,577**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CIVIL SERVICE			
BATTALION CHIEF	-	-	2
LIEUTENANT	-	-	1
CIVIL SERVICE TOTAL	**0**	**0**	**3**
NON-CIVIL SERVICE			
ADMINISTRATIVE ASSISTANT	-	-	1
NON-CIVIL SERVICE TOTAL	**0**	**0**	**1**
TOTAL	**0**	**0**	**4**

FIELD OPERATIONS



FIELD OPERATIONS - TOTAL

DEPARTMENTAL MISSION STATEMENT

The Field Operations Department Mission is to provide quality maintenance to the transportation and drainage infrastructure in the right-of-way in a responsible and efficient manner for the benefit of the City. The department also provides fleet maintenance services to the Citys rolling assets and conducts the operations and maintenance of traffic signals.

DEPARTMENTAL VISION STATEMENT

The Field Operations Department Vision within the next three years is to add three (3) new FTEs to increase right-of-way maintenance and transportation infrastructure efforts in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), pavement management plan, technical criteria manuals and standard engineering practices. The department also intends to certify two additional mechanics as Emergency Vehicle Technicians.

CUSTOMERS

- **INTERNAL:** City staff use city streets, traffic signals, street lights, vehicles, and equipment.
- **EXTERNAL:** External customers for the Field Operations Department are primarily the public including residents of the community, businesses, and visitors to Cedar Park.
- **ULTIMATE:** As is the case with most public service functions, the Field Operations Department ultimate customer is the city residents and traveling public.

SERVICES PROVIDED

- Patch potholes and utility cuts
- Install and maintain street signs and pavement markings.
- Inspect and perform necessary repairs to City sidewalks.
- Repair base failures and damage caused by water lines breaks
- De-Ice/Sand bridges and roads for ice preparation
- Traffic Signal Maintenance
- Traffic Signal Telemetry
- Operates (Future) Traffic Management Center
- Maintains Street Lights
- Responds 24/7 to signals in flash
- Trouble Shoot Malfunctioning Components
- Perform repairs/maintenance of vehicles and equipmen
- Keep maintenance/repair records on vehicles and equip
- Order gas, diesel fuel and oil and report the usage for City units.
- Crack sealing of streets
- Reconstruct streets to upgrade driving surface and drainage
- Repair street driving surface for seal coatings.
- Provide on-call services to address emergency repairs after-hours
- Implement PE-sealed timing plans
- Maintain Pedestrian Crossings
- Maintain School Zone warning devices
- Maintain utility telemetry system
- Maintain wireless backhaul network
- Maintain Coordination plan timing clocks
- Purchase and sell civilian vehicles and equipment
- Provide mobile or field repairs services.

FIELD OPERATIONS - TOTAL

DEPARTMENTAL TIE TO COUNCIL GOALS

The Field Operations Department is involved in supporting other departments with professional guidance and information gathering as related to the City Council's Strategic Goals. They include:
Identify and implement innovative and sustainable strategies for conservation of resources including: power, fuel, water and recyclables.
Access and support technological efficiencies throughout the City.
Evaluate opportunities for online customer service and citizen access through the website redesign process.
Participate in scope and feasibility study of Drainage Utility Fund.
Continue Phase III of street sign replacement and identify funding.

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• # of street lane miles	N/A	N/A	251	251
• # of lane miles crack sealed	N/A	N/A	158	180
• # of pavement repairs	199	N/A	246	250
• # of Cedar Park signals maintained	18	18	20	49
• # of signal work orders	115	N/A	483	850
• # of street light repairs	217	222	318	318
• # of vehicles maintained	N/A	N/A	184	184
• # of pieces of equipment maintained	N/A	N/A	61	184
EFFICIENCY & EFFECTIVENESS MEASURES				
• # of miles streets swept per year	N/A	N/A	2,454	2,576
• Avg # of days to make asphalt repairs after report	N/A	N/A	8	6
• Avg # of hours to correct signal detection repair	N/A	N/A	4	2
• Avg # of days to repair streetlight	N/A	N/A	N/A	4
• Avg # of days to process fleet work orders	N/A	N/A	3	3

FIELD OPERATIONS - TOTAL

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 1,021,849	$ 1,167,851	$ 1,036,303	$ 177,564	$ 1,345,415
MATERIALS AND SUPPLIES	383,448	817,772	845,420	(217,350)	600,422
MAINTENANCE	223,328	219,300	216,420	75,281	294,581
OCCUPANCY	393,686	449,100	449,100	28,000	477,100
CONTRACTUAL SERVICES	208,098	226,032	228,132	42,196	268,228
OTHER CHARGES	35,211	40,175	39,675	6,080	46,255
CAPITAL OUTLAY	71,958	65,700	63,800	(26,700)	39,000
TOTAL	**$ 2,337,578**	**$ 2,985,930**	**$ 2,878,850**	**$ 85,071**	**$ 3,071,001**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
SUPERINTENDENT OF FIELD OPERATIONS	1	1	1
STREETS FOREMAN	1	1	2
CREW LEADER	2	2	2
HEAVY EQUIPMENT OPERATOR	5	5	5
MAINTENANCE WORKER	5	5	4
TRAFFIC SIGNAL ENGINEER	-	1	1
TRAFFIC SIGNAL FOREMAN	1	1	1
TRAFFIC SIGNAL TECHNICIAN	1	1	1
FLEET MANAGER	-	1	1
FLEET FOREMAN	1	-	-
EQUIPMENT MECHANIC	5	6	6
TOTAL	**22**	**24**	**24**

FIELD OPERATIONS - TOTAL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	45,736
• Sign Machine		20,000
• Street Striping		25,000
• Street Light Maintenance		12,000
• Contract Hauling		8,000
• Road Repair Materials		30,000
• Traffic Signal Take-over (TXDoT Agreement)		200,000
• Fleet Management Equipment and Services		40,000
• Increase for Street Maintenance - WCID #1-D		25,000
• Increase for Street Light Maintenance/Electricity - WCID #1-D		25,000
• Increase for VES contributions		15,885
• Increase for training		2,150
• Increase for equipment repairs		2,000
• Remove one-time capital purchase		(65,700)
• Remove FY 12 Street Maintenace reallocation		(300,000)
Total	**$**	**85,071**

FIELD OPERATIONS - STREET MAINTENANCE

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 611,700	$ 620,779	$ 579,066	$ 27,371	$ 648,150
MATERIALS AND SUPPLIES	357,479	742,972	765,100	(220,000)	522,972
MAINTENANCE	106,912	99,150	110,200	8,700	107,850
OCCUPANCY	392,558	447,600	447,600	25,600	473,200
CONTRACTUAL SERVICES	178,983	176,065	177,165	9,800	185,865
OTHER CHARGES	17,637	16,650	16,650	1,000	17,650
CAPITAL OUTLAY	30,750	-	-	18,000	18,000
TOTAL	**$ 1,696,019**	**$ 2,103,216**	**$ 2,095,781**	**$ (129,529)**	**$ 1,973,687**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
SUPERINTENDENT OF FIELD OPERATIONS	1	1	1
FOREMAN	1	1	2
CREW LEADER	1	1	1
HEAVY EQUIPMENT OPERATOR	5	5	5
MAINTENANCE WORKER	5	5	4
TOTAL	**13**	**13**	**13**

FIELD OPERATIONS - SIGNAL AND LIGHT MAINTENANCE

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 128,290	$ 188,162	$ 157,330	$ 157,830	$ 345,992
MATERIALS AND SUPPLIES	5,907	55,250	60,770	1,250	56,500
MAINTENANCE	111,918	114,550	100,620	43,681	158,231
OCCUPANCY	1,128	1,500	1,500	2,400	3,900
CONTRACTUAL SERVICES	23,281	36,275	37,275	25,725	62,000
OTHER CHARGES	4,084	8,350	7,850	4,830	13,180
CAPITAL OUTLAY	-	19,000	17,100	(19,000)	-
TOTAL	**$ 274,608**	**$ 423,087**	**$ 382,445**	**$ 216,716**	**$ 639,803**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
TRAFFIC SIGNAL FOREMAN	1	1	1
TRAFFIC SIGNAL ENGINEER	-	1	1
TRAFFIC SIGNAL TECHNICIAN	1	1	1
TOTAL	**2**	**3**	**3**

FIELD OPERATIONS - FLEET MAINTENANCE

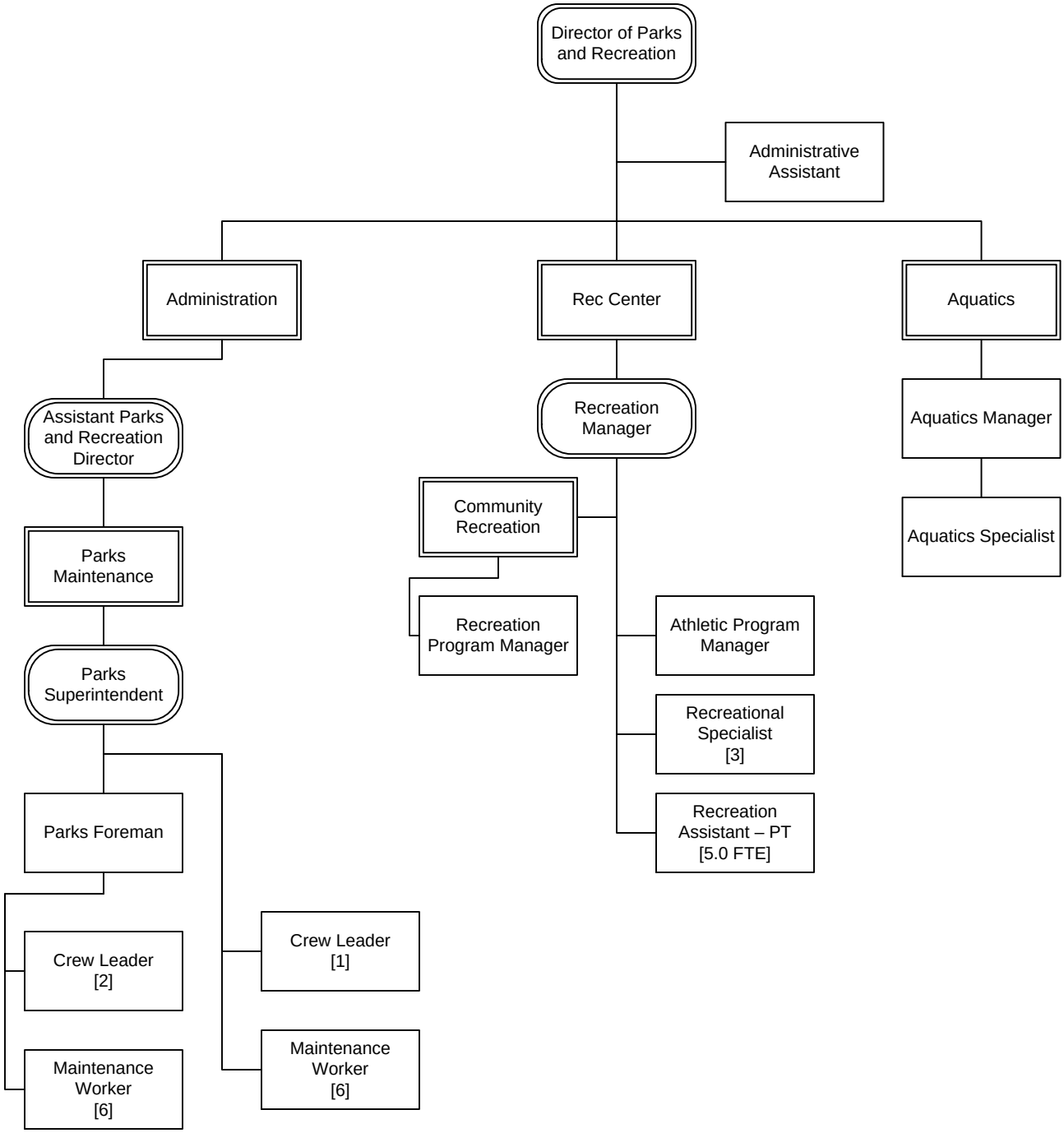
EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 281,859	$ 358,910	$ 299,907	$ (7,637)	$ 351,273
MATERIALS AND SUPPLIES	20,062	19,550	19,550	1,400	20,950
MAINTENANCE	4,498	5,600	5,600	22,900	28,500
OCCUPANCY	-	-	-	-	-
CONTRACTUAL SERVICES	5,834	13,692	13,692	6,671	20,363
OTHER CHARGES	13,490	15,175	15,175	250	15,425
CAPITAL OUTLAY	41,208	46,700	46,700	(25,700)	21,000
TOTAL	**$ 366,951**	**$ 459,627**	**$ 400,624**	**$ (2,116)**	**$ 457,511**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
FLEET MANAGER	-	1	1
FOREMAN	1	-	-
EQUIPMENT MECHANIC	4	6	6
CREW LEADER	1	-	-
TOTAL	**6**	**7**	**7**

PARKS AND RECREATION



PARKS AND RECREATION - TOTAL

DEPARTMENTAL MISSION STATEMENT

The Parks and Recreation Department, with support from other City departments, will provide responsive, effective and efficient maintenance, operation and programming of our park land, sports fields and facilities, the recreation center, aquatic facilities and recreational programs and events for all area residents.

DEPARTMENTAL VISION STATEMENT

The Parks and Recreation Department has a vision for the future that includes providing an even broader variety of high quality recreational opportunities for our residents. We would also like to attract an even larger number of visitors from outside the community to come and experience the unique energy and hospitality of our community.

CUSTOMERS

- **INTERNAL:** Our internal customers include the employees in all other city departments. The Parks and Recreation Department provides facilities and events that are open to all city employees. Whether it is being on a softball team playing at Brushy Creek Sports Park or attending an HR meeting at the Recreation Center Meeting Rooms we seek to partner with all departments in the spirit of cooperation and teamwork.
- **EXTERNAL:** The Parks and Recreation Departments external customers include a wide array of citizens that live in our city limits, service areas and beyond. Outdoor and indoor recreation in Cedar Park includes everyone from the two year olds in swim lessons at Milburn Pool to the senior water aerobics participants at Veterans Memorial Pool. Couples casually listening to the July Fourth concert to the men competing in the adult basketball leagues are also an integral part of those we serve.
- **ULTIMATE:** The Parks and Recreation Department's ultimate customers include those citizens of the Central Texas area that have the opportunity to view Cedar Park's well maintained landscapes in our parks and along roadways. Continuing to pursue the goal of corridor beautification will provide a welcome feeling to our out of town visitors. Ultimate customers also include those residents who see an increase in their homes value as a result of living near a well maintained.

PARKS AND RECREATION - TOTAL

SERVICES PROVIDED

- **Administration**
  - Oversee all Park and Recreation activities including capital park projects
  - Administer parkland dedication fund, landscape and tree ordinance, and Parks rules of conducts
  - Liaison to Parks Board
  - Manage contracts, professional service agreements and field use agreements
  - Coordinate Activinet, the Recreation software
  - Handle Park and Recreation deposits
- **Parks Maintenance/Operations**
  - Mowing and Edging
  - Manage Mowing Contract
  - Pavilion Rental Preparation
  - Aeration
  - Fertilization
  - Sports Field Maintenance
  - Herbicide and Pesticide Applications
  - Tree Trimming
  - Trash Removal
  - Water Conservation Management Practices
  - ROW Maintenance
  - Pond Management
  - Special/Community Events
  - Drainage Maintenance
  - Park Equipment Maintenance
- **Aquatics**
  - Daily operation of 3 pools and 1 splash pad
  - Manage swim lessons
  - Pool-a-Palloza - Summer Kick-off Event
  - 4th of July Celebration
  - Splash Jam - End of Summer Event
- **Recreation Center**
  - Daily operation and maintenance of the Recreation Center
  - Process memberships Cedar Park residents.
  - Manage fitness and sports programs
  - Process gymnasium and room rentals
  - Facilitate athletic programming outside the Recreation Center
  - Austin Toros Basketball practice site
- **Community Recreation**
  - Two Concerts in the Park
  - 6 Movies in the Park
  - Spring Egg-Stravaganza
  - Splash Jam
  - Cedar Park Heritage Festival and Parade
  - Cedar Park Bydee Art Festival
  - 4th of July Celebration
  - Holiday Tree Lighting and Santa's Workshop
  - Youth Scholarship Benefit Golf Tournament

PARKS AND RECREATION - TOTAL

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Goal 1: Strategic Prioritization - Operational Efficiency**
  - water saving irrigation systems
  - alternative fuel vehicle
- **Goal 2: Redevelopment and Enhancement**
  - right-of way mowing
  - park landscape maintenance
  - Implement annual Veterans Day event.
- **Goal 4: Entertainment Destination Culture**
  - aquatics programs
  - community events
  - Toros partnership
  - trail construction / improvements
  - Implement annual Veterans Day event.
  - Explore Park land acquisition.
- **Goal 5: Facilities**
  - PARD maintenance facility planning

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
# of Park Facility Rentals	1,507	2,400	2,491	2,400
Avg Daily Attendance at Park Facilities	3,645	4,200	4,200	4,600
# of Developed Acres/ Maintenance Employee	36	32	32	32
Recreation Center Memberships Sold	6,484	8,500	6,000	6,000
Attendance at Community Events	43,350	47,500	50,000	47,500
# of Children Attending Camp Timberwolf	599	685	680	685
Aquatic facilities operated/maintained	4	4	4	4
Tree Preservation & Landscape plans reviewed	45	45	32	40
EFFICIENCY & EFFECTIVENESS MEASURES				
Mowing and Edging Schedule Efficiency	N/A	85.0%	95.0%	90.0%
Recreation Center Memberships Retained	53	65.0%	55.0%	60.0%
Recreation Center Annual Cost Recovery	82.0%	50.0%	90.0%	90.0%
Aquatics Cost Recovery	72.0%	90.0%	85.0%	90.0%
Returning Vendors at Community Events	80	75	106	100
Returning Event Sponsors	14	14	12	14
Camp Timberwolf Cost Recovery	148.0%	125.0%	128.0%	125.0%

PARKS AND RECREATION - TOTAL

EXPENDITURE SUMMARY					
OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 1,659,862	$ 1,751,300	$ 1,708,719	$ 123,980	$ 1,875,280
MATERIALS AND SUPPLIES	142,168	180,675	178,625	900	181,575
MAINTENANCE	254,667	177,184	172,934	799	177,983
OCCUPANCY	255,489	314,120	283,308	(19,345)	294,775
CONTRACTUAL SERVICES	226,468	256,079	245,884	65,915	321,994
OTHER CHARGES	116,484	141,254	142,321	20,298	161,552
CAPITAL OUTLAY	159,641	95,000	95,000	(93,500)	1,500
TOTAL	**$ 2,814,779**	**$ 2,915,612**	**$ 2,826,791**	**$ 99,047**	**$ 3,014,659**

PARKS AND RECREATION - TOTAL

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF PARKS AND RECREATION	1	1	1
ASSISTANT PARKS AND RECREATION DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
PARKS SUPERINTENDENT	1	1	1
PARKS FOREMAN	-	-	1
CREW LEADER	3	3	3
MAINTENANCE WORKER	13	13	12
RECREATION MANAGER	1	1	1
ATHLETIC PROGRAM MANAGER	-	-	1
RECREATION SPECIALIST	3	3	3
RECREATION ASSISTANT	4.5	4.5	5
AQUATICS MANAGER	1	1	1
AQUATICS SPECIALIST	-	-	1
RECREATION PROGRAM MANAGER	1	1	1
TOTAL	**30.5**	**30.5**	**33**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel Adjustments	$	75,315
• Athletic Program Coordinator		56,136
• Recreation Assistant		9,029
• Parks Master Plan Update		35,000
• Special Events		5,852
• Memorial Day Event		3,500
• Increase for VES Contributions		10,715
• Decrease operating costs		(1,500)
• Remove one-time capital purchase		(10,000)
• Remove one-time capital transfer to re-plaster Buttercup Pool		(47,000)
• Remove one-time capital transfer for ADA pool lifts		(18,000)
• Remove one-time capital transfer for parks warning system		(20,000)
Total	**$**	**99,047**

PARKS AND RECREATION - ADMINISTRATION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 1,659,862	$ 1,751,300	$ 1,708,719	$ (1,500,153)	$ 251,147
MATERIALS AND SUPPLIES	142,168	180,675	178,625	(171,888)	8,787
MAINTENANCE	254,667	177,184	172,934	(176,684)	500
OCCUPANCY	255,489	314,120	283,308	(295,895)	18,225
CONTRACTUAL SERVICES	226,468	256,079	245,884	(169,694)	86,385
OTHER CHARGES	116,484	141,254	142,321	(98,260)	42,994
CAPITAL OUTLAY	159,641	95,000	95,000	(95,000)	-
TOTAL	**$ 2,814,779**	**$ 2,915,612**	**$ 2,826,791**	**$ (2,507,574)**	**$ 408,038**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF PARKS AND RECREATION	1	1	1
ASSISTANT PARKS AND RECREATION DIRECTOR	1	1	1
RECREATION MANAGER	1	1	-
RECREATION PROGRAM COORDINATOR	1	1	-
PARKS SUPERINTENDENT	1	1	-
PARKS FOREMAN	-	1	-
CREW LEADER	3	3	-
MAINTENANCE WORKER	13	12	-
ADMINISTRATIVE ASSISTANT	1	1	1
RECREATION SPECIALIST	3	3	-
RECREATION ASSISTANT	4.5	4.5	-
AQUATIC COORDINATOR	1	1	-
TOTAL	**30.5**	**30.5**	**3**

PARKS AND RECREATION - PARK OPERATIONS

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 779,255	$ 779,255
MATERIALS AND SUPPLIES	-	-	-	73,688	73,688
MAINTENANCE	-	-	-	78,270	78,270
OCCUPANCY	-	-	-	42,542	42,542
CONTRACTUAL SERVICES	-	-	-	183,582	183,582
OTHER CHARGES	-	-	-	18,655	18,655
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 1,175,992**	**$ 1,175,992**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
PARKS SUPERINTENDENT	-	-	1
PARKS FOREMAN	-	-	1
CREW LEADER	-	-	3
MAINTENANCE WORKER	-	-	12
TOTAL	**-**	**-**	**17**

PARKS AND RECREATION - RECREATION CENTER

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 351,677	$ 351,677
MATERIALS AND SUPPLIES	-	-	-	31,200	31,200
MAINTENANCE	-	-	-	41,049	41,049
OCCUPANCY	-	-	-	158,914	158,914
CONTRACTUAL SERVICES	-	-	-	37,417	37,417
OTHER CHARGES	-	-	-	3,009	3,009
CAPITAL OUTLAY	-	-	-	1,500	1,500
TOTAL	**$ -**	**$ -**	**$ -**	**$ 624,766**	**$ 624,766**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
RECREATION MANAGER	1	1	1
RECREATION SPECIALIST	3	3	3
ATHLETIC PROGRAM COORDINATOR	-	-	1
RECREATION ASSISTANT	4.5	4.5	4.5
TOTAL	**8.5**	**8.5**	**9.5**

PARKS AND RECREATION - AQUATICS

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 396,542	$ 396,542
MATERIALS AND SUPPLIES	-	-	-	36,300	36,300
MAINTENANCE	-	-	-	57,664	57,664
OCCUPANCY	-	-	-	74,484	74,484
CONTRACTUAL SERVICES	-	-	-	14,235	14,235
OTHER CHARGES	-	-	-	2,344	2,344
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 581,569**	**$ 581,569**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
AQUATIC COORDINATOR	-	-	1
TOTAL	**-**	**-**	**1**

PARKS AND RECREATION - COMMUNITY RECREATION

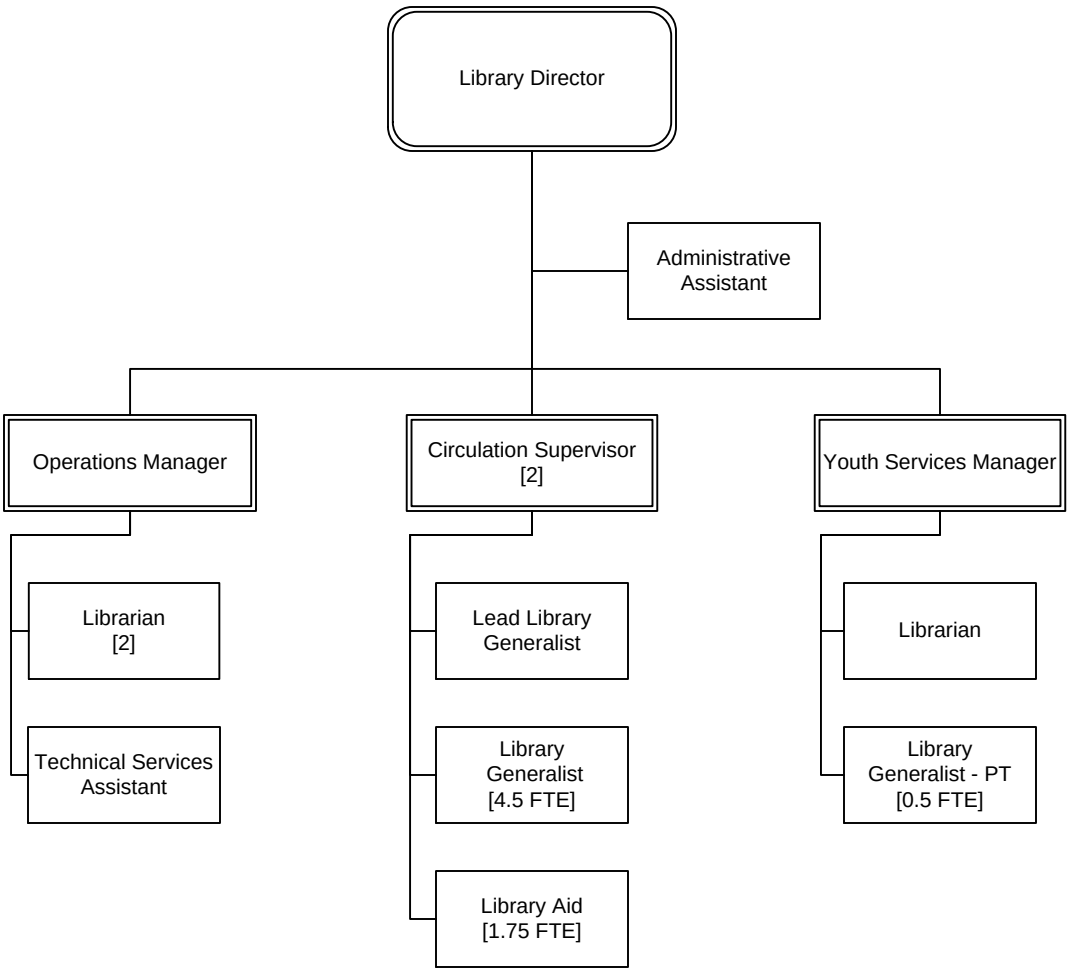
EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 96,659	$ 96,659
MATERIALS AND SUPPLIES	-	-	-	31,600	31,600
MAINTENANCE	-	-	-	500	500
OCCUPANCY	-	-	-	610	610
CONTRACTUAL SERVICES	-	-	-	375	375
OTHER CHARGES	-	-	-	94,550	94,550
TOTAL	**$ -**	**$ -**	**$ -**	**$ 224,294**	**$ 224,294**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
RECREATION PROGRAM COORDINATOR	-	-	1
TOTAL	**-**	**-**	**1**

LIBRARY


Library Director
Administrative Assistant
Operations Manager
Circulation Supervisor [2]
Youth Services Manager
Librarian [2]
Technical Services Assistant
Lead Library Generalist
Library Generalist [4.5 FTE]
Library Aid [1.75 FTE]
Librarian
Library Generalist - PT [0.5 FTE]

LIBRARY

DEPARTMENTAL MISSION STATEMENT

The Library promotes literacy and encourages lifelong learning for all members of the community by providing educational, informational, cultural and recreational resources.

DEPARTMENTAL VISION STATEMENT

The Vision of the Cedar Park Public Library is to be a destination encompassing the various roles of a public library, where people can get educational, informational, cultural and recreational programs and resources in various formats to improve the quality of their personal, professional or academic lives and leisure time and to expand their financial or business opportunities.

CUSTOMERS

- **INTERNAL:** The Library's internal customers are all city staff members, elected officials, appointed board and commission members, and Library Foundation and Friends of the Library members.
- **EXTERNAL:** The Library's external customers are citizens of Cedar Park and members from neighborhood communities who use our library, as well as vendors, volunteers, and service organizations within our community.
- **ULTIMATE:** Everyone in the community the Library serves has a potential interest in the Library's collection, operations, image and financial health. These people support the Library as active or potential customers.

SERVICES PROVIDED

- **Administration:** This division consists of the Library Director, the Operations Manager and the Administrative Assistant.
- **Children/Youth Services:** This division consists of a Children's Services Librarian, a Program Assistant and two part time Children Assistants. This division is under the supervision of the Library Director.
- **Circulation:** This division consists of two Circulation Supervisors, three full time and three part time Library Assistants (total 4.25 FTE) and 4 part time Library Shelving Aide (1.75 FTE). This division is under the supervision of the Library Director.
- **Public Services:** This division consists of 2.25 professional librarians. These positions are under the Supervision of the Operations Manager.
- **Technical Services:** This division consists of one technical service assistant and a library assistant (processing) position. This division is under the supervision of the Operations Manager.

LIBRARY

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Goal #1 Strategic Prioritization/Fiscal Management:**

  Develop a grant priority and strategy plan for 2012. Library seeks grant funding to support popular community programs, such as storytime and other educational/cultural programs, to pursue advanced technology that increases customer service and enhances staff efficiency, and to expand resources available to community

  Evaluate opportunities for online customer service and citizen access through website redesign. Library upgraded Integrated Library Software which enables a mobile-friendly version of the librarys online catalog, as well as evaluating librarys web content to provide enhanced access and service through online portal.

  Assess staffing levels and service delivery effectiveness. Library will assess current staffing structure to increase efficiency of staffing at service desks and to increase cross-training within library divisions.

  Providing continuing education and development opportunities for Staff & Council to enhance organizational effectiveness and efficiency. Library staff has been involved in the development of a city-wide training program that expands the current Leadership U program to include training that develops project management skills, as well as other job and personal skills that will benefit the individual and the organization. Library staff meets quarterly for development and communication meetings which include continuing education, cross-training and development opportunities for library staff.

- **Goal #2 Economic Development**

  Library will provide resources to support businesses that might locate or expand in Cedar Park.

- **Goal #3 - Redevelopment and Enhancement**

  Library is in discussion with the Arts Board regarding the possibility of the Library has a location for public arts display in the former council chamber space.

- **Goal #3 Redevelopment and Enhancement / Goal #6 Facilities**

  Library will remodel the Library building to increase access to programs, restructure staff work areas, and facilitate expansion of shelving for materials.

- **Entertainment/Destination/Culture**

  Library will coordinate with Library Foundation to expand upon success of Fable Fest, a destination event which attracts thousands of attendees.

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
# of check-outs	725,121	796,000	703,360	720,000
# of residential cards	9,106	9,000	9,200	9,400
# of self-check-outs	385,392	405,600	346,800	390,000
Story time attendance	32,047	31,800	36,000	35,000
# of reference questions	44,179	48,000	43,737	44,000
# of volunteer hours	3,516	2,200	4,500	4,000
# of summer reading program enrollments	3,868	3,900	3,900	4,000
EFFICIENCY & EFFECTIVENESS MEASURES				
% increase in check-outs	-7.2%	2.0%	-2.5%	2.5%
% of residential cards renewed	49.0%	58.8%	55.0%	55.0%
% of echeck-outs are self check-outs	53.0%	47.0%	50.0%	55.0%
% of repeat attendees at story time	N/A	90.0%	N/A	90.0%
% of reference questions completed	84.0%	95.0%	84.0%	85.0%
% increase in volunteer hours	30.0%	4.8%	23.0%	13.0%
% increase in summer reading program enrollments	3.6%	2.0%	0.0%	3.0%

LIBRARY

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 693,345	$ 771,980	$ 767,551	$ 54,094	$ 826,074
MATERIALS AND SUPPLIES	20,887	37,475	37,000	(14,863)	22,612
MAINTENANCE	43,094	36,100	37,831	1,200	37,300
OCCUPANCY	54,421	66,124	65,117	264	66,388
CONTRACTUAL SERVICES	15,208	15,442	15,442	45,322	60,764
OTHER CHARGES	106,768	110,250	108,679	10,067	120,317
CAPITAL OUTLAY	-	29,295	29,295	(29,295)	-
TOTAL	**$ 933,723**	**$ 1,066,666**	**$ 1,060,915**	**$ 66,789**	**$ 1,133,455**

PERSONNEL SUMMARY

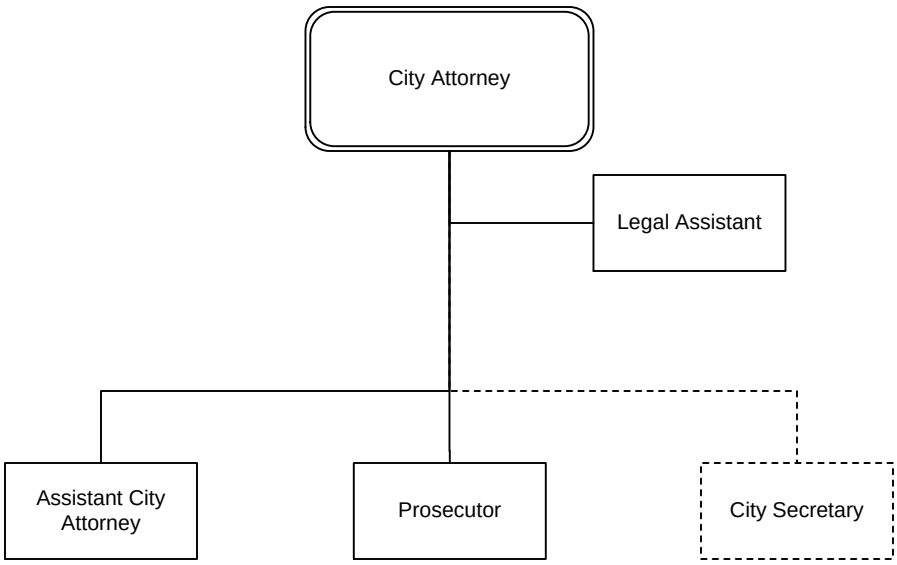
POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
LIBRARY DIRECTOR	1	1	1
OPERATIONS MANAGER	1	1	1
CIRCULATION SUPERVISOR	2	2	2
YOUTH SERVICES MANAGER	1	1	1
LIBRARIAN	3	3	3
LEAD LIBRARY GENERALIST	-	-	1
LIBRARY GENERALIST	5	5	5
TECHNICAL SERVICES ASSISTANT	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
LIBRARY AID	1.75	1.75	1.75
TOTAL	**16.75**	**16.75**	**17.75**

LIBRARY

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	15,660
• Lead Library Generalist		38,434
• Increase for VES contributions		29,072
• Public Use Computers		16,250
• Community programs		10,000
• Janitorial Services		2,668
• Remove one-time purchase of public access computers		(16,000)
• Remove one-time capital transfer for circulation desk		(19,778)
• Remove one-time capital transfer for security system upgrade		(9,517)
Total	**$**	**66,789**

LEGAL SERVICES



LEGAL SERVICES

DEPARTMENTAL MISSION STATEMENT

The Legal Services Department shall provide timely, accurate and cost-effective legal services to the City Council, City Manager, Staff and the City Boards and Commissions, on matters of municipal concern.

DEPARTMENTAL VISION STATEMENT

To accomplish the Legal Services Department's mission, current staffing includes three attorneys, one of whom serves primarily as a Municipal Court Prosecutor, and a paralegal who also serves as the Office Manager and Receptionist. The Department expects an increase in the demand for its services especially in the areas of Code Enforcement, Municipal Court, Annexations, Ordinances, Police Public Information Requests, Contracts, Zoning and Economic Development inspired by population growth and low interest rates and planned development of key properties. To continue providing quality legal services an emphasis will be placed on continuing legal education, communication and efficiency. The Department's three year plan includes adding an Administrative Assistant.

CUSTOMERS

- **INTERNAL:** The Departments direct internal customers consist of the City Manager, City Staff, Municipal Court and the Police Department. The City Attorney assists the City Manager with matters of municipal law and seeks creative solutions to issues within the confines of the law.

- **EXTERNAL:** The Departments direct external customers are the City Council and the City Boards and Commissions. The City Attorney attends all Council meetings and advises the Council and Board members on various legal issues they encounter. All Board and Commission meetings are attended by an attorney from the Legal Department.

- **ULTIMATE:** As with all municipal services, the Legal Services Departments ultimate customer is the City of Cedar Park and its citizens. The Legal Services Department prides itself on being a partner with the rest of the City's employees in providing such legal services that promotes the effectiveness of the City and enhances the quality of life of its citizens.

SERVICES PROVIDED

- Advisor of, and attorney for, all of the offices and departments of the City of Cedar Park, the City Council and the City Boards and Commissions.
- Represents the City in all litigation and controversies, including Municipal Court cases.
- Reviews all meeting agendas and supporting materials to ensure compliance with applicable law.
- Provides support, including drafting, review and negotiation as necessary, of various contracts for professional and other services
- Monitors changes in state and federal law and ensures each department is aware of, and complies with, those changes.
- Prepares legal briefs and opinions.
- Develops legal strategies.
- Prepares ordinances and resolutions that are considered by the Council
- Prosecutes all cases before the Municipal Court.
- Organizes the Charter Review Committee and prepares resulting propositions for the election ballot.
- Prepares responses to public information requests pertaining to the Police Department.

LEGAL SERVICES

DEPARTMENTAL TIE TO COUNCIL GOALS

As a service department, it is the Legal Service's Department's responsibility to assist the City Council, City Manager and Staff by providing sound legal advice to accomplish Council Goals. The City Attorney focuses on the legal aspects of each goal to assist in their completion.

Due to the all encompassing nature of the Council Goals, the level of involvement by the City Attorney's Office varies greatly between goals. In the 2011 - 2012 fiscal year, the primary goals that required the most attention from the City Attorney's Office were:

- **Strategic Prioritization**
  - Annexation and Emergency Service District's legislation impact on annexation
  - Fire service in the City's ETJ
  - BCRUA Regional Water Project
  - Implementing a review process for the City's Code of Ordinances
  - City Charter Revisions
- **Economic Development**
  - Qualifying development projects and preparing performance agreements
  - Assisting in exploring business incubators
- **Beautification**
  - Establishing a Public Arts Board and their strategic plan
- **Diversified Tax Base**
  - Evaluating the effectiveness of TIRZ #1 Town Center and its continuation
- **Entertainment/Destination/Culture**
  - Water Resort
  - Science and education center
  - Parkland acquisition
- **Facilities**
  - Leasing space at the City Hall Campus
  - Potential expansion of the Police Buidling
  - Park acquisition
- **Public Transportation/Mobility**
  - Review of Capital Metro and paratransit legislation.

LEGAL SERVICES

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Ordinances/Resolutions Reviewed or Prepared	251	N/A	280	280
• Legal Opinions Given	64	N/A	96	100
• Contracts/Forms Reviewed or Prepared	79	N/A	103	110
• Council, Board and Commission Meetings Attended	97	N/A	122	122
EFFICIENCY & EFFECTIVENESS MEASURES				
• % of Ordinances and Resolutions Reviewed/Prepared by the Deadline	100%	N/A	100%	100%
• % of Legal Opinions Given by Deadline	91%	N/A	95%	100%
• % of Legal Opinions Successfully Challenged	0%	N/A	0%	0%
• % of Contract Provisions Successfully Challenged	0%	N/A	0%	0%
• % of Contracts/Forms Reviewed by Deadline	67%	N/A	75%	100%
• Council, Board, and Commission Meetings Missed	0%	N/A	0%	0%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 362,376	$ 378,784	$ 416,350	$ 13,136	$ 391,920
MATERIALS AND SUPPLIES	4,714	2,500	2,500	-	2,500
MAINTENANCE	-	-	-	-	-
OCCUPANCY	1,262	2,160	2,160	-	2,160
CONTRACTUAL SERVICES	87,746	101,290	101,249	(2,580)	98,710
OTHER CHARGES	9,385	14,955	15,635	2,580	17,535
TOTAL	**$ 465,483**	**$ 499,689**	**$ 537,894**	**$ 13,136**	**$ 512,825**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
CITY ATTORNEY	1	1	1
ASSISTANT CITY ATTORNEY	1	1	1
LEGAL ASSISTANT	1	1	1
PROSECUTOR	1	1	1
TOTAL	**4**	**4**	**4**

LEGAL SERVICES

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments		$	13,136
	Total	**$**	**13,136**

EMERGENCY MANAGEMENT

EMERGENCY MANAGEMENT

DEPARTMENTAL MISSION STATEMENT

The City of Cedar Park's Office of Emergency Management is responsible for the planning, coordination and implementation of all emergency management and Homeland Security related activities for the City of Cedar Park. The Mission of the Cedar Park Office of Emergency Management (CPOEM) is to reduce loss of life and property damage during natural or man-made incidents through mitigation, preparedness, response and recovery in accordance with the Williamson County Emergency Operations Plan.

DEPARTMENTAL VISION STATEMENT

To exceed the citizen's expectations of disaster management and response; to gain trust from residents; to follow local, state and federal guidelines; and to be the most prepared workplace in the state of Texas.

CUSTOMERS

- **INTERNAL:** City Council, City Management and Staff - Serve city council, city managers and department staff by working towards the achievement of projects in relations to city council goals.
- **EXTERNAL:** Local, state and federal agencies; private sector buisness; non-profit agencies - Serve outside agencies by coordinating efforts with hopes to gain mew information, eliminate redundancy and build relationships.
- **ULTIMATE:** Citizens - Serve citizens by providing emergency planning, response, recovery and mitigation for all natural and man-made disasters.

SERVICES PROVIDED

- Emergency Management Planning - Preparedness, Response, Recovery and Mitigation
- Citizen Disaster Preparedness Initiative
- Disaster Risk Reductions
- Continuity of Government
- Disaster Response/Emergency Operations Center
- Citizen Emergency Notifications

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization**

  Implement a response structure that provides coordinated departmental and multi-agency communications and efforts during an incident

  Exercise the Emergency Operations Plan with all involved departments and agencies

  Increase the amount of grant funding for emergency management related activities and equipment

  Develop and implement a comprehensive Emergency Operations Plan

- **Facilities**

  Creation of an EOC workspace that is functional

EMERGENCY MANAGEMENT

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Emergency Management Exercises	NA	NA	3	4
• Emergency Operations Plan Annexes Developed/Reviewed	NA	NA	-	26
EFFICIENCY & EFFECTIVENESS MEASURES				
• City Staff NIMS Training	NA	NA	40%	100%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 30,655	$ 71,495	$ 43,703	$ 5,985	$ 77,480
MATERIALS AND SUPPLIES	9,717	7,500	7,000	-	7,500
MAINTENANCE	117	-	-	500	500
OCCUPANCY	1,693	1,020	1,020	-	1,020
CONTRACTUAL SERVICES	24,795	14,735	14,735	20,075	34,810
OTHER CHARGES	5,353	12,800	3,400	(1,500)	11,300
CAPITAL OUTLAY	4,160	-	4,000	-	-
TOTAL	**$ 76,490**	**$ 107,550**	**$ 73,858**	**$ 25,060**	**$ 132,610**

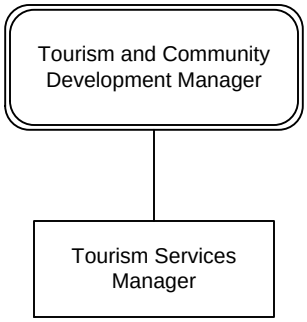
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
EMERGENCY MANAGEMENT COORDINATOR	1	1	1
TOTAL	**1**	**1**	**1**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$ 5,985
• Increase for Blackboard Connect / ENS Customer Increase	4,000
• Increase for VES contributions	15,075
Total	**$ 25,060**

TOURISM


Tourism and Community Development Manager
Tourism Services Manager

TOURISM

The Mission of the Cedar Park Tourism Department is to support the Tourism Advisory Board in efforts to position Cedar Park as a Destination City by defining and recommending appropriate use of funds to promote the community's major attractions and events to enhance travel to Cedar Park and enhance the Cedar Park lodging industry.

DEPARTMENTAL VISION STATEMENT

Position Cedar Park as a destination city with economically viable and sustainable resources to encourage visitor attendance and involvement at local attractions where people of different ages and diverse interests will find an exciting, interesting and entertaining place to visit.

CUSTOMERS

- **INTERNAL:** Internal customers include various departments, city administration, city council, and individual employees.
- **EXTERNAL:** External customers include local hotels, attractions, businesses, Chamber of Commerce, other travel related entities and organizations, and the traveling public.
- **ULTIMATE:** The ultimate customers are the citizens of Cedar Park. Promoting tourism creates new and more entertainment opportunities for citizens. Tourism acts as an economic development engine by generating hotel occupancy tax and sales tax revenues which help to alleviate the burden on citizens.

SERVICES PROVIDED

- Tourism Advisory Board Support
- Allocation of Resources
- Customer Service
- Marketing and Promotions
- Support of Local Lodging Industry

DEPARTMENTAL TIE TO COUNCIL GOALS

Goal 1: Strategic Prioritization

Pursue acquiring a State Designation

Goal 5: Entertainment and Culture

Explore additional sports and entertainment opportunities

Define and explore a science based destination

Leverage the Cedar Park Center as a tool for tourism.

TOURISM

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Increase the amount of mobile website pages	NA	NA	1	2
• Database of ten (10) special offers and discounts.	NA	NA	10	12
EFFICIENCY & EFFECTIVENESS MEASURES				
• Fulfill leads generated through marketing and promotions	NA	NA	90%	95%
• Occupancy rate	NA	NA	60%	62%
• Expend 14% of hotel tax proceeds on marketing	NA	NA	17%	19%
• Respond to customer inquiries within 24 hours	NA	NA	90%	95%
• Increase responses to marketing materials.	NA	NA	2%	3%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ 66,330	$ 83,128	$ 14,269	$ 80,599
MATERIALS AND SUPPLIES	-	1,000	1,000	-	1,000
MAINTENANCE	-	-	1,505	1,205	1,205
OCCUPANCY	-	1,020	1,420	11,400	12,420
CONTRACTUAL SERVICES	-	1,350	1,350	500	1,850
OTHER CHARGES	-	-	50	50	50
TOTAL	**$ -**	**$ 69,700**	**$ 88,453**	**$ 27,424**	**$ 97,124**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
TOURISM AND COMMUNITY DEVELOPMENT MANAGER	-	1	1
TOURISM SERVICES MANAGER	-	1	1
TOTAL	**-**	**2**	**2**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	14,269
Total	**$**	**14,269**

ENTERPRISE FUNDS

The Enterprise Funds include business-like governmental activities which are intended to be self-supporting and fund the operation, maintenance, and capital improvements related to the enterprise services. For Cedar Park, these funds are the Utility Fund, which provide water and wastewater services, and Solid Waste Fund, which provides for solid waste and recycling services thru an outside service provider. The Enterprise Funds section includes revenue summary information, expenditure summary information, and Utility Fund departmental detail information.

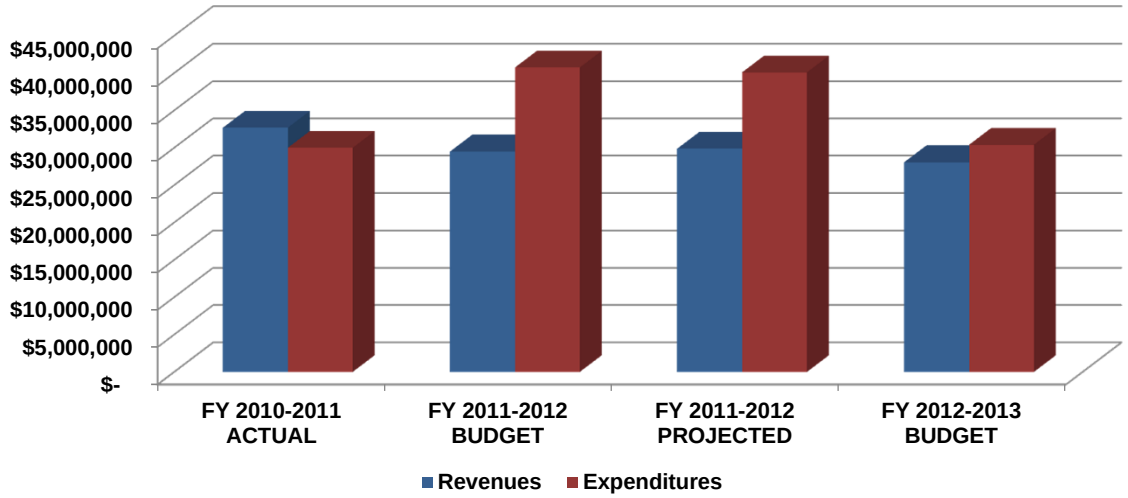
Note: Professional and technical vocabulary and abbreviations are defined in the Budget Glossary located in the Appendix Section.

This page is left blank intentionally.

UTILITY FUND

SUMMARY OF REVENUES AND EXPENDITURES

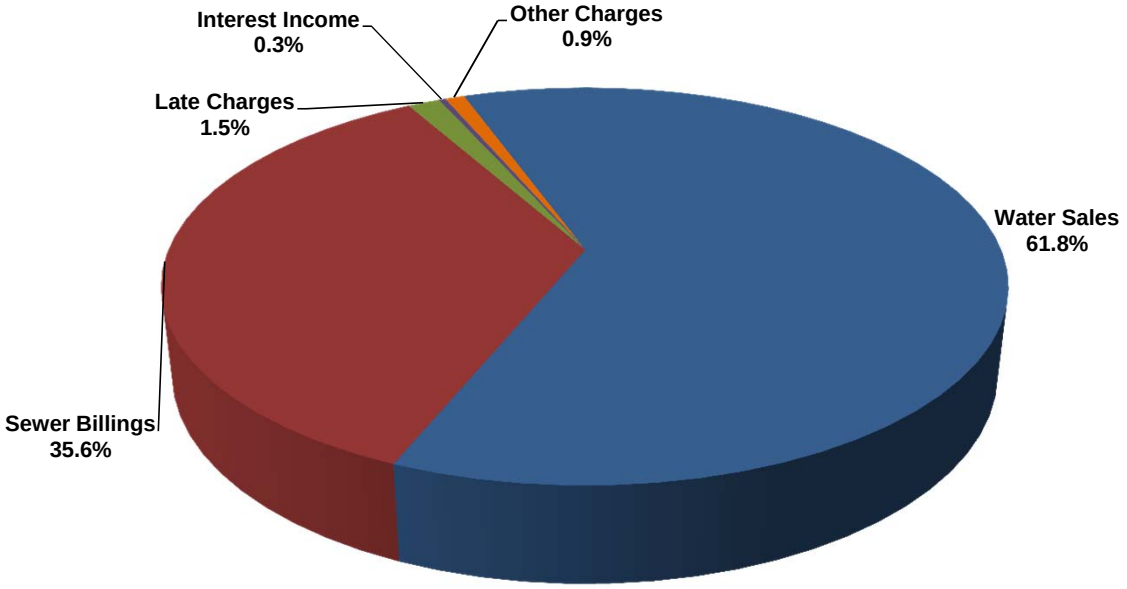
	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET
Total Revenues	$ 32,682,649	$ 29,492,307	$ 29,875,420	$ 28,068,262
Total Expenditures	29,991,775	40,743,308	40,088,146	30,401,063
Surplus/(Deficit)	**$ 2,690,874**	**$ (11,251,001)**	**$ (10,212,726)**	**$ (2,332,801)**



UTILITY FUND

REVENUE SUMMARY

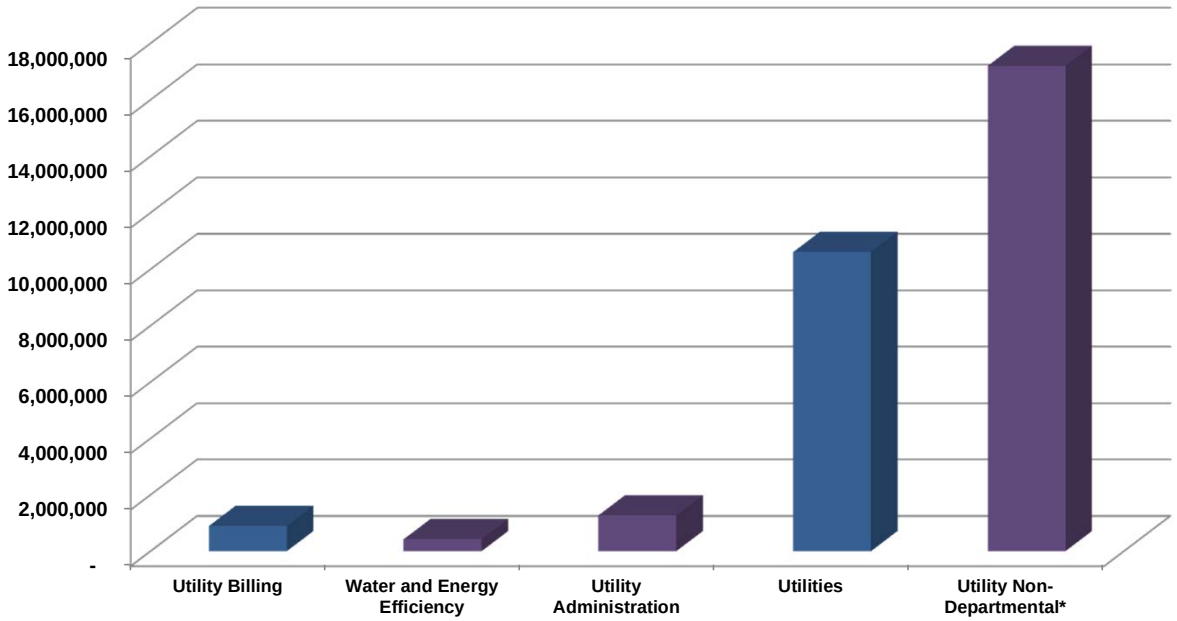
OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Water Sales	$ 20,402,502	$ 17,225,953	$ 17,561,620	$ 17,340,120	61.8%	0.7%
Sewer Billings	10,048,695	10,034,401	10,129,407	9,985,711	35.6%	-0.5%
Late Charges	405,977	403,605	380,032	412,686	1.5%	2.2%
Interest Income	72,577	75,000	23,393	76,688	0.3%	2.3%
Transfer-Impact Fees	1,505,000	1,543,288	1,543,288	-	0.0%	-100.0%
Other Charges	247,898	210,060	237,680	253,057	0.9%	20.5%
Total Utility Fund Revenues	**$ 32,682,649**	**$ 29,492,307**	**$ 29,875,420**	**$ 28,068,262**	**100.0%**	**-4.8%**



UTILITY FUND

EXPENDITURES BY DEPARTMENT

Department	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Utility Billing	$ 733,231	$ 910,001	$ 890,773	$ 895,758	2.9%	-1.6%
Water and Energy Efficiency	-	-	-	424,769	1.4%	N/A
Utility Administration	999,840	1,544,341	1,378,053	1,271,942	4.2%	-17.6%
Utilities	8,835,710	10,645,241	9,679,323	10,609,206	34.9%	-0.3%
Utility Non-Departmental	19,422,994	27,643,725	28,139,997	17,199,388	56.6%	-37.8%
Total Expenditures	**$ 29,991,775**	**$ 40,743,308**	**$ 40,088,146**	**$ 30,401,063**	**100.0%**	**-25.4%**

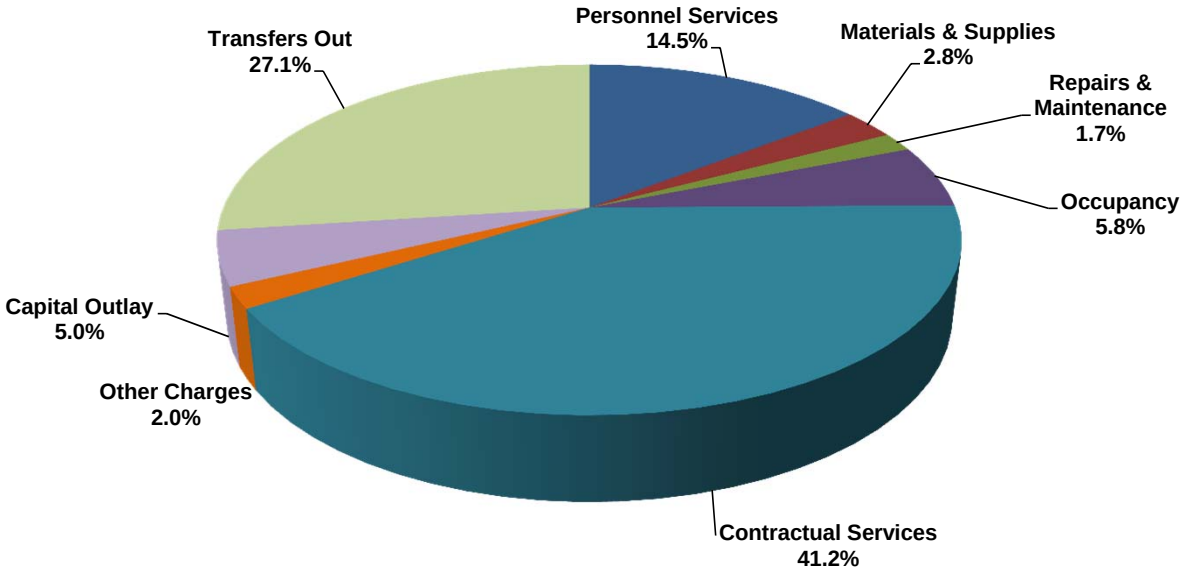


* - Utility Non-Departmental includes transfers for Debt service and CIP

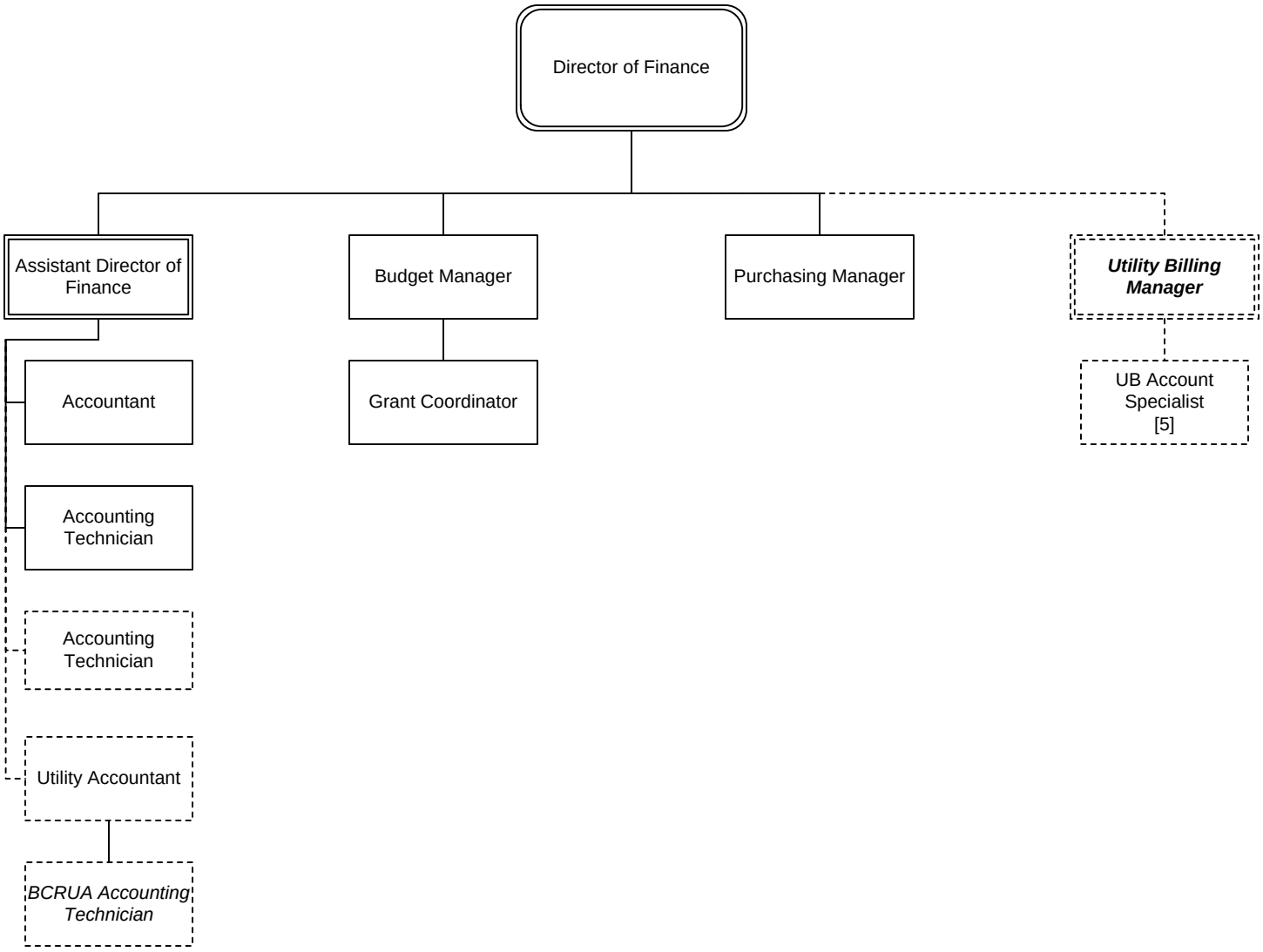
UTILITY FUND

EXPENDITURES BY CATEGORY

Category	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET	% OF BUDGET	% GROWTH FROM 11-12
Personnel Services	$ 3,752,986	$ 4,331,662	$ 4,082,503	$ 4,416,759	14.5%	2.0%
Materials & Supplies	884,270	851,050	816,067	839,850	2.8%	-1.3%
Repairs & Maintenance	454,999	507,150	472,009	527,205	1.7%	4.0%
Occupancy	1,693,612	1,880,200	1,858,149	1,754,603	5.8%	-6.7%
Contractual Services	9,709,828	12,049,902	11,034,423	12,510,277	41.2%	3.8%
Other Charges	465,652	459,090	482,071	599,632	2.0%	30.6%
Capital Outlay	262,680	1,696,500	908,217	1,520,000	5.0%	-10.4%
Transfers Out	12,767,748	18,967,754	20,434,707	8,232,737	27.1%	-56.6%
Total Expenditures	**$ 29,991,775**	**$ 40,743,308**	**$ 40,088,146**	**$ 30,401,063**	**100.0%**	**-25.4%**



FINANCIAL SERVICES



FINANCIAL SERVICES - UTILITY BILLING

DEPARTMENTAL MISSION STATEMENT *

To provide for financial integrity through responsible management of public funds as entrusted to us for the Cedar Park citizens.

SERVICES PROVIDED

- Billing for water, waste water, fire service, and solid waste collection services
- Collection of billed revenues
- Education related to leak detection and water conservation
- Service orders related to connection and disconnection from the system
- Tracking of utility statistics such as consumption
- Coordinating the annual Hazardous Household Waste event (HHW)
- Toilet replacement program
- Providing excellent customer service

DEPARTMENTAL TIE TO COUNCIL GOALS *

- **Strategic Prioritization - Fiscal Management**
  Develop methods to improve collection of outstanding court fines
  Develop a grant priority and strategy plan for 2012
- **Strategic Prioritization - Operational Efficiency**
  Identify and implement innovative and sustainable strategies for conservation of resources
- **Strategic Prioritization - Organizational Development**
  Develop Strategic Plan for Police department - Evaluate and implement ICMA Police Study
- **Strategic Prioritization - Regional Planning and Participation**
  Pursue implementation of Phase II BCRUA Regional Water Project
  Implement strategic plan to address delivery of fire service in the City's Exterritorial Jurisdiction (ETJ)
  Update annexation model in support of Council decision making annually, or as needed

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
# of Residential accounts	18,620	18,300	19,242	19,800
# of Non-residential accounts	999	970	1,041	1,080
EFFICIENCY & EFFECTIVENESS MEASURES				
# of account adjustments needed per 50,000 billings	2.5	2.0	2.1	2.0
% of accounts disconnected for non-payment	5.23%	5.00%	4.89%	4.75%

FINANCIAL SERVICES - UTILITY BILLING

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 342,905	$ 428,487	$ 385,580	$ 15,631	$ 444,118
MATERIALS AND SUPPLIES	4,543	8,000	7,000	(3,500)	4,500
MAINTENANCE	-	-	359	855	855
OCCUPANCY	-	-	500	3,253	3,253
CONTRACTUAL SERVICES	77,490	134,790	155,150	(25,040)	109,750
OTHER CHARGES	308,293	288,724	310,922	44,558	333,282
CAPITAL OUTLAY	-	50,000	31,262	(50,000)	-
TOTAL	**$ 733,231**	**$ 910,001**	**$ 890,773**	**$ (14,243)**	**$ 895,758**

PERSONNEL SUMMARY

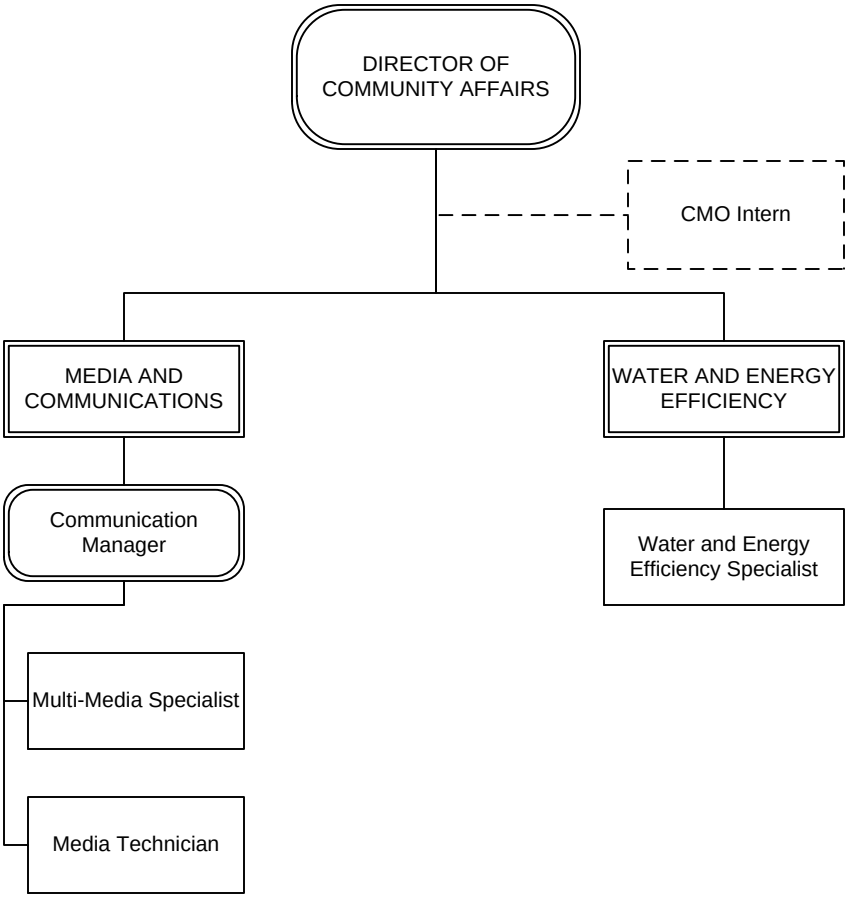
POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
UTILITY BILLING MANAGER	1	1	1
UTILITY ACCOUNTANT	1	1	1
UB ACCOUNTING SPECIALIST	5	5	5
BCRUA ACCOUNTING TECHNICIAN	-	1	1
ACCOUNTING TECHNICIAN	1	1	1
TOTAL	**8**	**9**	**9**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustment	$ 15,631
• Increase for Billing Costs	69,430
• Increase for Occupancy costs and copier	3,196
• Remove one-time purchase of UB kiosk	(50,000)
• Remove one-time purchase of computer	(2,500)
• Move HHW event to Water and Energy Efficiency Division	(50,000)
Total	**$ (14,243)**

* - Council Goals.

COMMUNITY AFFAIRS



COMMUNITY AFFAIRS - WATER AND ENERGY EFFICIENCY

DEPARTMENTAL MISSION STATEMENT

The mission of the Community Affairs Department is to be visible, accessible and responsive to our constituents --citizens, visitors and the community at large. As a division of the Community Affairs department, the mission of the Water & Energy Efficiency Specialist is to address the environmental needs of our community, staying up to date with many programs that offer our citizens assistance in being environmentally friendly. This includes but is not limited to water conservation outreach and education, energy management for all City facilities, contract management of environmental grants, clean air measures, alternative fuels for transportation, household hazardous waste management, irrigation efficiency, water distribution reuse projects, and recycling coordination.

DEPARTMENTAL VISION STATEMENT

The vision of the Water & Efficiency Specialist is to promotes conservation to ensure our long-term water supply and preserve our water quality, encourage recycling and proper disposal of solid waste, increase energy efficiency, and promote clean air.

CUSTOMERS

- **INTERNAL:** As part of the Community Affairs department, this position works with a variety of departments incluidng Utility Billing, Water Distribution, and Meters on a daily basis to coordinate location and management of irrigation meters. There is active communication with the Parks and Recreation Department on the submittal of irrigation plans. This position also works with the Utility Administration and Pump and Motors staff to develop and implement the use of reclaimed water for irrigation purposes. It also coordinates with the Police Department, Fire Department, and the CPOD group for the Household Hazardous Waste annual event. The position works with Media and Communications on press releases the City provides to our community along with the Grant Coordinator in search of environmental grant funding opportunities. It also cooperates and assists Building Inspections with taking measures to ensure city facilities are as efficient as possible.
- **EXTERNAL:** This position serves the community of Cedar Park internally and externally through education and outreach about environmental awareness. External agencies this position directly works with includes other Texas municipalities, Leander Independent School District, American Water Works Association, Lower Colorado River Authority, Texas Commission of Environmental Quality, Texas Water Development Board, Keep Texas Beautiful, Texas Parks and Wildlife, Capitol Area Council of Governments, along with other non profit associations that help improve the image of Cedar Park with our cooperation.
- **ULTIMATE:** The ultimate goal for this position is to educate the citizens of Cedar Park about the non-renewable and renewable resources that are utilized on an every day basis and methods to increase or decrease usage to provide a healthier community for Cedar Park's future. This division strives to ensure the Cedar Park community is a good steward of limited resources.

SERVICES PROVIDED

- Water Conservation Coordinator
- Drought Coordinator
- Contract Administrator
- Public Education
- Irrigation consultant
- Household Hazardous Waste Coordinator
- Customer Service
- Outreach

COMMUNITY AFFAIRS - WATER AND ENERGY EFFICIENCY

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization**

  Strategic Prioritization: Identify and implement innovative and sustainable strategies for conservation of resources including power, fuel, water, and recyclables.

- **Facilities**

  Utilize energy and resource- efficient methods and technologies when long-term benefits justify front-end cost for City facilities.

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Irrigation audits/evaluations for residential customers.				25
• Presentations/meetings/outreach for customers and schools of Cedar Park.				25
• Development of innovative services/programs to enhance the City's environmental health.				1
EFFICIENCY & EFFECTIVENESS MEASURES				
• Irrigation audits/evaluations gallons estimated gallons saved annually				25,000
• Cubic yards of brush collected annually				120
• Gallons of oil collected annually				385
• Number of auto batteries collected annually				104
• Number of tires collected				223
• Tons of e-waste, bulk waste, and metal (recycled) collected annually				17

COMMUNITY AFFAIRS - WATER AND ENERGY EFFICIENCY

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ -	$ -	$ -	$ 148,594	$ 148,594
MATERIALS AND SUPPLIES	-	-	-	4,500	4,500
MAINTENANCE	-	-	-	1,500	1,500
OCCUPANCY	-	-	-	2,200	2,200
CONTRACTUAL SERVICES	-	-	-	184,000	184,000
OTHER CHARGES	-	-	-	83,975	83,975
CAPITAL OUTLAY	-	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 424,769**	**$ 424,769**

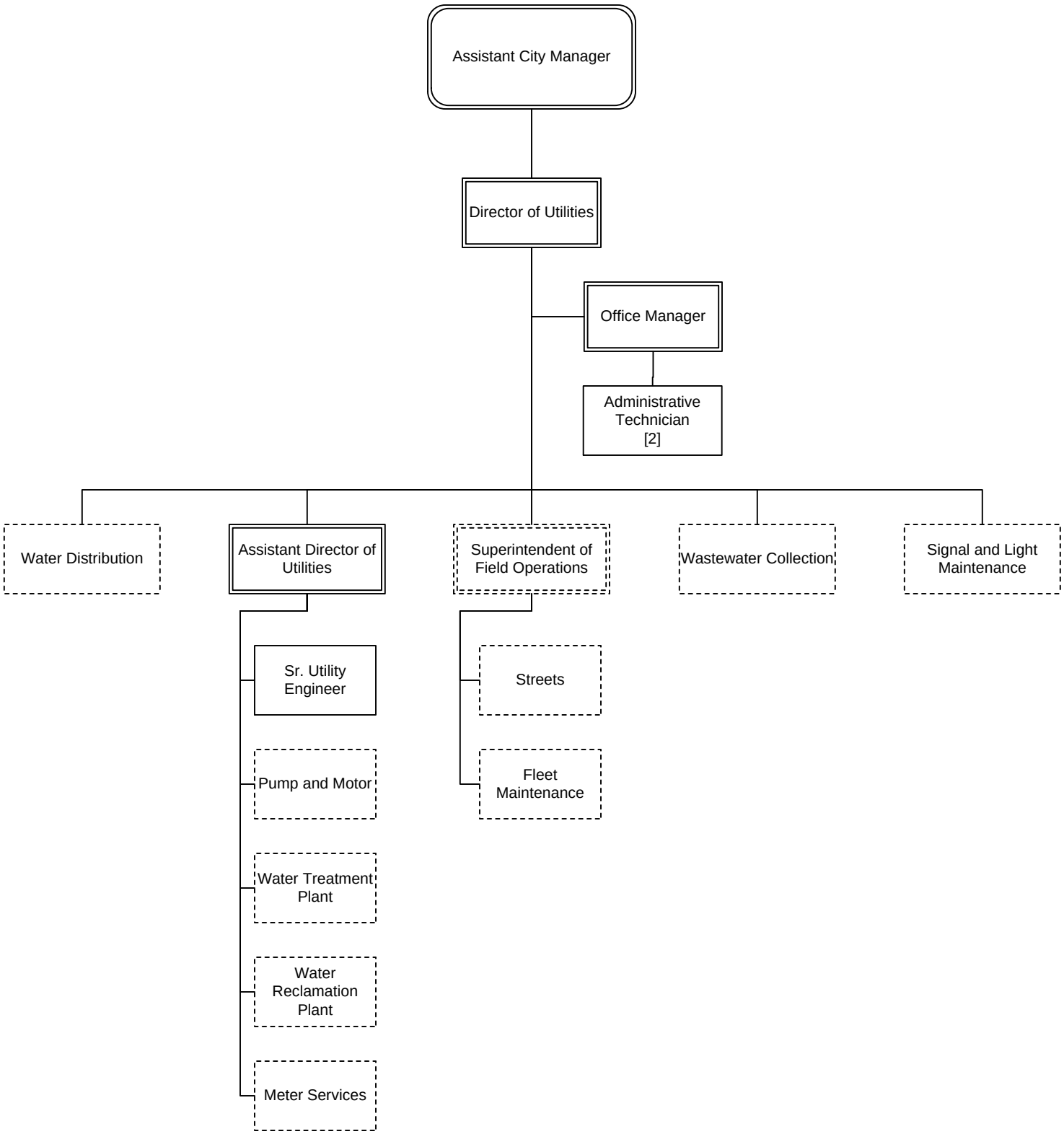
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
DIRECTOR OF COMMUNITY AFFAIRS	-	-	1
WATER AND ENERGY EFFICIENCY SPECIALIST	-	-	1
TOTAL	**0**	**0**	**2**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustment	$ 19,868
• Moved Community Affairs from Utility Administration	354,901
• Moved HHW event to Water and Energy Efficiency Division	50,000
Total	**$ 424,769**

UTILITY ADMINISTRATION



UTILITY ADMINISTRATION

DEPARTMENTAL MISSION STATEMENT

The Utility Administration Department Mission is to provide support to all operating departments, assist in the day-to-day operations by providing coordination and cooperation between department functions, and to carry out the directives of the City Manager through city staff and contract relationships with the City of Cedar Park.

DEPARTMENTAL VISION STATEMENT

It is the vision of the Utility Administration department to continue to maintain and enhance the safety and well-being of the community by providing exceptional water and wastewater service and maintaining the city's extensive network of infrastructure. The department works to meet the needs of the community by constantly focusing on customer service, efficient and effective use of resources, safety, innovation, and teamwork.

CUSTOMERS

- **INTERNAL:** Internal customers include all city departments.
- **EXTERNAL:** External customers for the Utility Administration Department are primarily the public including residents of the community, businesses operating in the community, and visitors to Cedar Park.
- **ULTIMATE:** As is the case with most public service functions, the Utility Administration Departments ultimate customer is the city residents.

SERVICES PROVIDED

- Utility Administration
- Utility Engineering
- Utility Project Management
- Front Desk Services
- Secures raw water purchases
- Compliance with the TPDES
- Represents City in the DOC of the BCRUA
- Special Projects
- Supervises the following divisions:
  - Street Maintenance
  - Fleet Maintenance
  - Signal and Streetlight Maintenance
  - Water Distribution, Meter Services
  - Water Treatment, Wastewater Collection
  - Industrial Pre-Treatment, Pump and Motor
  - Water Plant and Water Reclamation

DEPARTMENTAL TIE TO COUNCIL GOALS

Identify and implement innovative and sustainable strategies for conservation of resources including: power, fuel, water and recyclables.
Access and support technological efficiencies throughout the City.
Evaluate opportunities for online customer service and citizen access through the website redesign process.
Pursue implementation of Phase II BCRUA Regional Water Project.
Evaluate long term water sources.
Participate in scope and feasibility study of Drainage Utility Fund.

UTILITY ADMINISTRATION

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
• Work orders dispatched or received	44,116	36,742	41,374	37,000
• Requests for line locate	279	283	283	285
• Average daily call volume	40	42	42	45
EFFICIENCY & EFFECTIVENESS MEASURES				
• Average response time to work requests (in hours)	N/A	N/A	24	24

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 697,361	$ 769,429	$ 753,456	$ (111,466)	$ 657,963
MATERIALS AND SUPPLIES	21,119	24,250	16,767	12,200	36,450
MAINTENANCE	21,493	38,400	37,900	12,500	50,900
OCCUPANCY	78,250	75,105	75,070	45,965	121,070
CONTRACTUAL SERVICES	156,190	586,907	477,030	(210,548)	376,359
OTHER CHARGES	25,427	13,750	17,830	(4,550)	9,200
CAPITAL OUTLAY	-	36,500	-	(16,500)	20,000
TOTAL	**$ 999,840**	**$ 1,544,341**	**$ 1,378,053**	**$ (272,399)**	**$ 1,271,942**

UTILITY ADMINISTRATION

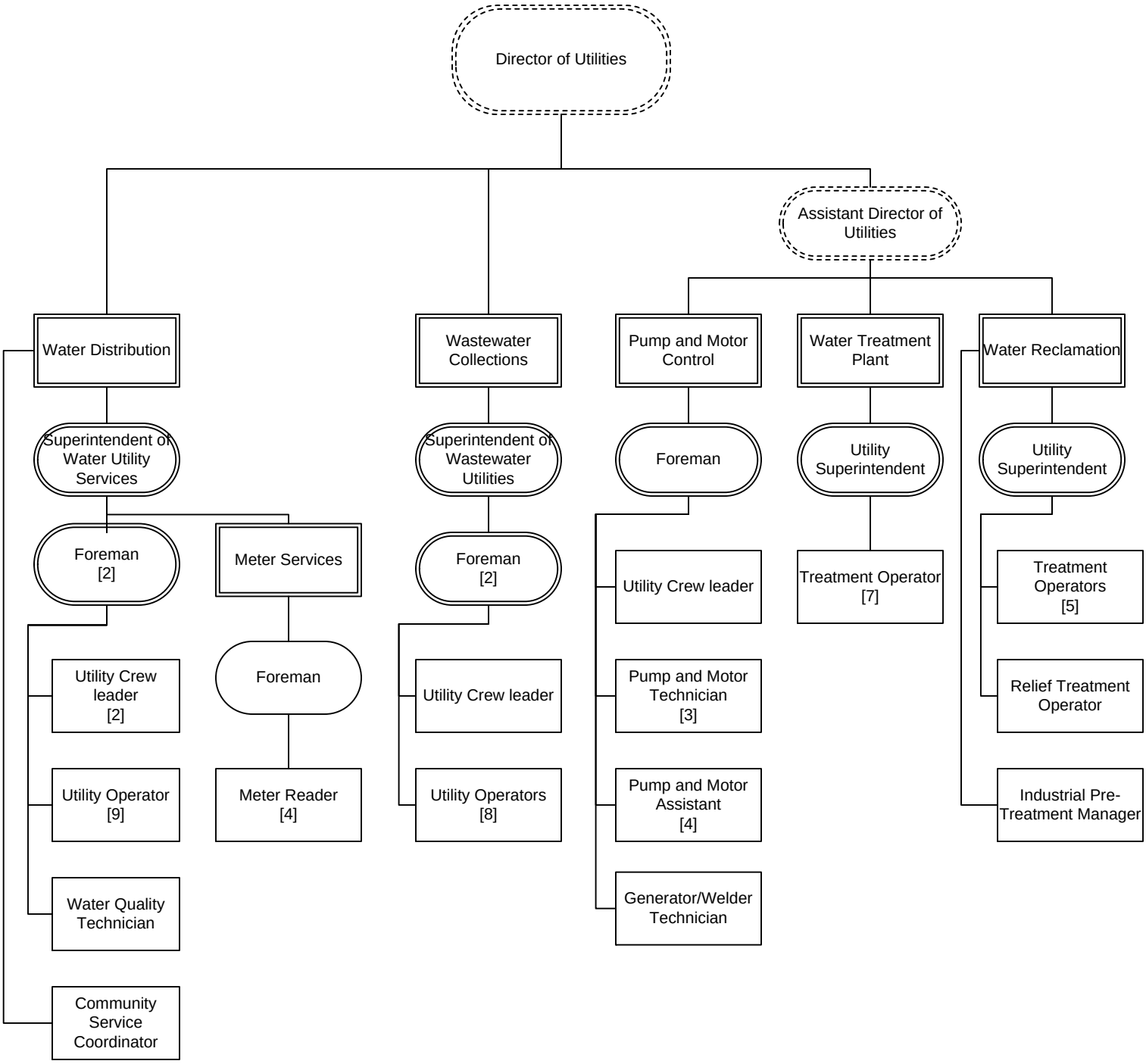
PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
ASSISTANT CITY MANAGER	1	1	1
DIRECTOR OF UTILITIES	1	1	1
ASSISTANT DIRECTOR OF UTILITIES	1	1	1
SENIOR UTILITY ENGINEER	1	1	1
DIRECTOR OF COMMUNITY AFFAIRS	-	1	-
UTILITY PLANNING MANAGER	1	-	-
WATER AND ENERGY EFFICIENCY SPECIALIST	-	1	-
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	2	2	2
TOTAL	**8**	**9**	**7**

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	17,260
• Work Order Software Annual Maintenance		23,520
• Increased VES Contribution		2,932
• Moved to Community Affairs		(354,901)
• Remove one-time set-up for W&EE Specialist		(2,300)
• Remove one-time capital purchase		(16,500)
Total	**$**	**(329,989)**

UTILITIES


Director of Utilities
Assistant Director of Utilities
Water Distribution
Wastewater Collections
Pump and Motor Control
Water Treatment Plant
Water Reclamation
Superintendent of Water Utility Services
Superintendent of Wastewater Utilities
Foreman
Utility Superintendent
Utility Superintendent
Foreman [2]
Meter Services
Foreman [2]
Utility Crew leader
Treatment Operator [7]
Treatment Operators [5]
Utility Crew leader [2]
Foreman
Utility Crew leader
Pump and Motor Technician [3]
Relief Treatment Operator
Utility Operator [9]
Meter Reader [4]
Utility Operators [8]
Pump and Motor Assistant [4]
Industrial Pre-Treatment Manager
Water Quality Technician
Generator/Welder Technician
Community Service Coordinator

UTILITIES - ALL

DEPARTMENTAL MISSION STATEMENT

DEPARTMENTAL VISION STATEMENT

CUSTOMERS

- **INTERNAL:** Internal customers for the Utilities Department include all City Departments.
- **EXTERNAL:** External customers for the Utilities Department are the public, including residents of the community, businesses, wholesale water and wastewater customers and visitors to Cedar Park.
- **ULTIMATE:**As is the case with most public service functions, the Utilities Department's ultimate customer is the public, who are the end users of the water and wastewater systems that are maintained by the Utilities Department.

SERVICES PROVIDED

- Treat and supply drinking water
- Treat City's wastewater
- Monitor water quality
- Monthly meter readings
- Locate line requests
- Storage Tank Maintenance
- Valve Maintenance
- Waste Water Odor Control Device Maintenance
- Water and Wastewater line maintenance
- Waste Water collection and pumping
- Pressure Monitoring
- Monitor all lift stations in collection system
- Install meters and taps for new service accounts
- Review site and commercial applications for pre-treatme
- Provide cross-connection inspections
- Deliver water throughout distribution system
- Repair water & wastewater line breaks
- Leak detection
- Perform daily testing of water & wastewater
- 24 hour on-call emergency response
- Booster Station Maintenance
- Lift station maintenance
- Fire Hydrant Maintenance
- Waste Water System Inspection and testing
- Provide cross-connection inspections
- Test and calibrate all new meters
- Test and calibrate all new meters
- Meter replacement program
- Perform meter cross-checks and re-reads

UTILITIES - ALL

DEPARTMENTAL TIE TO COUNCIL GOALS

- **Strategic Prioritization**

  -Operational Efficiency

  Identify and implement innovative and sustainable strategies for conservation of resources including: power, fuel, water and recyclables

  Assess and support technological efficiencies throughout the City

  Evaluate opportunities for online customer service and citizen access through the website redesign process

  -Organizational Development

  Provide continuing education and development opportunities for Staff and Council to enhance organizational effectiveness and efficiency

  -Regional Planning and Participation

  Evaluate long-term water sources

- **Facilities**

  Utilize energy and resource-efficient methods and technologies when long-term benefits justify front-end costs

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
WORKLOAD MEASURES				
# of gallons of water treated (millions of gallons)	5,585	4,429	3,752	3,752
# of gallons of wastewater treated (millions of gallons)	793	803	803	803
# of lift stations	18	18	18	18
# of lift station work orders	N/A	N/A	993	993
# of miles/feet of wastewater lines	282	282	282	282
# of miles/feet of water lines	323	323	323	323
# of main water line repairs	17	17	24	24
# of WW mains inspected	N/A	N/A	357	360
# of water quality samples	854	854	1,170	1,170
# of Automatic Air Release Valve work orders	N/A	N/A	291	291
# of utility cut street repairs	N/A	N/A	72	72
# of active water meters	20,346	20,346	?	?

UTILITIES - ALL

PERFORMANCE INDICATORS - CONTINUED

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL
EFFICIENCY & EFFECTIVENESS MEASURES				
• Avg of days to repair street from utility cut	N/A	N/A	N/A	N/A
• Cost per 1,000 gallons of water treated	0.80	0.95	0.94	1.12
• Cost per 1,000 gallons of wastewater treated	1.53	1.57	1.53	1.54
• % of wastewater mains in Edward's Aquifer video inspected	N/A	N/A	N/A	N/A
• % of WW mains inspected	N/A	N/A	N/A	N/A
• % of water samples that meet federal and state requirements	100.0%	100.0%	100.0%	100.0%
• % of wastewater samples that meet federal and state requirements	100.0%	100.0%	100.0%	100.0%
• % of meters on AMR	N/A	N/A	84.6%	99.0%
• % of new meters that test accurate	74.6%	74.6%	96.0%	98.0%

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 2,690,692	$ 3,103,677	$ 2,935,967	$ 53,407	$ 3,157,084
MATERIALS AND SUPPLIES	858,608	818,800	792,300	(24,400)	794,400
MAINTENANCE	433,506	468,750	433,750	5,200	473,950
OCCUPANCY	1,615,362	1,805,095	1,782,579	(177,015)	1,628,080
CONTRACTUAL SERVICES	2,842,930	2,689,303	2,704,453	200,214	2,889,517
OTHER CHARGES	131,932	149,616	153,319	16,559	166,175
CAPITAL OUTLAY	262,680	1,610,000	876,955	(110,000)	1,500,000
TOTAL	**$ 8,835,710**	**$ 10,645,241**	**$ 9,679,323**	**$ (36,035)**	**$ 10,609,206**

UTILITIES - ALL

PERSONNEL SUMMARY			
POSITIONS	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2012-2013 PROPOSED**
UTILITY SUPERINTENDENT	3	4	4
FOREMAN	4	5	5
METER SERVICES FOREMAN	1	1	1
INDUSTRIAL PRE-TREATMENT MANAGER	1	1	1
UTILITY CREW LEADER	4	4	4
COMMUNITY SERVICE COORDINATOR	1	1	1
GENERATOR/WELDER TECHNICIAN	1	1	1
PUMP AND MOTOR CONTROL TECHNICIAN	3	3	3
PUMP AND MOTOR CONTROL ASSISTANT	4	4	4
SENIOR TREATMENT OPERATOR	1	1	1
RELIEF TREATMENT OPERATOR	1	1	1
TREATMENT OPERATOR	11	11	11
UTILITY OPERATOR	17	17	17
METER READER	4	4	4
WATER QUALITY TECHNICIAN	2	2	2
TOTAL	**58**	**60**	**60**

UTILITIES - ALL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Personnel adjustments	$	53,407
• Hep-B Vaccinations		8,000
• Water Purchases		170,000
• Increase VES Contributions		15,714
• Move to Utility Non-Departmental for BCRUA Operations		(173,156)
• Remove one-time capital purchases		(110,000)
Total	**$**	**(36,035)**

UTILITIES - PUMP AND MOTOR CONTROL

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 424,371	$ 530,959	$ 489,060	$ (6,194)	$ 524,765
MATERIALS AND SUPPLIES	34,968	37,700	37,700	1,100	38,800
MAINTENANCE	5,185	21,400	7,400	(10,000)	11,400
OCCUPANCY	3,244	2,100	3,000	900	3,000
CONTRACTUAL SERVICES	35,388	55,775	55,575	4,571	60,346
OTHER CHARGES	15,643	23,266	23,266	2,934	26,200
CAPITAL OUTLAY	55,249	32,000	-	(32,000)	-
TOTAL	**$ 574,048**	**$ 703,200**	**$ 616,001**	**$ (38,689)**	**$ 664,511**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
FOREMAN	1	1	1
UTILITY CREW LEADER	1	1	1
PUMP AND MOTOR CONTROL ASSISTANT	4	4	4
PUMP AND MOTOR CONTROL TECHNICIAN	3	3	3
GENERATOR/WELDER TECHNICIAN	1	1	1
TOTAL	**10**	**10**	**10**

UTILITIES - WATER DISTRIBUTION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 743,326	$ 808,940	$ 812,987	$ 47,103	$ 856,043
MATERIALS AND SUPPLIES	158,621	163,800	173,950	50	163,850
MAINTENANCE	23,837	25,000	28,100	100	25,100
OCCUPANCY	221,316	252,000	248,000	-	252,000
CONTRACTUAL SERVICES	109,689	119,451	126,451	12,429	131,880
OTHER CHARGES	27,335	25,800	27,800	1,100	26,900
CAPITAL OUTLAY	35,728	438,000	39,085	(38,000)	400,000
TOTAL	**$ 1,319,852**	**$ 1,832,991**	**$ 1,456,373**	**$ 22,782**	**$ 1,855,773**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
UTILITY SUPERINTENDENT	1	1	1
FOREMAN	2	2	2
COMMUNITY SERVICE COORDINATOR	1	1	1
UTILITY CREW LEADER	2	2	2
UTILITY OPERATOR I & II	9	9	9
WATER QUALITY TECHNICIAN	2	2	2
TOTAL	**17**	**17**	**17**

UTILITIES - WASTEWATER COLLECTION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 468,561	$ 658,964	$ 567,236	$ 22,253	$ 681,217
MATERIALS AND SUPPLIES	67,953	63,000	59,650	-	63,000
MAINTENANCE	73,141	90,200	71,250	-	90,200
OCCUPANCY	118,015	159,200	161,500	-	159,200
CONTRACTUAL SERVICES	64,224	145,958	149,758	7,014	152,972
OTHER CHARGES	17,254	19,780	18,400	2,820	22,600
CAPITAL OUTLAY	143,112	340,000	37,870	(40,000)	300,000
TOTAL	**$ 952,260**	**$ 1,477,102**	**$ 1,065,664**	**$ (7,913)**	**$ 1,469,189**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
UTILITY SUPERINTENDENT	-	1	1
FOREMAN	1	2	2
UTILITY OPERATOR	4	4	4
UTILITY CREW LEADER	1	1	1
UTILITY OPERATOR II	4	4	4
TOTAL	**10**	**12**	**12**

UTILITIES - WATER TREATMENT PLANT

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 438,018	$ 443,422	$ 435,330	$ 15,164	$ 458,586
MATERIALS AND SUPPLIES	342,253	307,200	276,700	(25,000)	282,200
MAINTENANCE	149,074	150,750	155,750	10,000	160,750
OCCUPANCY	1,120,692	1,169,180	1,168,995	(162,965)	1,006,215
CONTRACTUAL SERVICES	2,338,762	2,067,143	2,065,493	170,000	2,237,143
OTHER CHARGES	43,049	48,500	54,227	6,000	54,500
CAPITAL OUTLAY	28,591	300,000	500,000	200,000	500,000
TOTAL	**$ 4,460,439**	**$ 4,486,195**	**$ 4,656,495**	**$ 213,199**	**$ 4,699,394**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
UTILITY SUPERINTENDENT	1	1	1
SENIOR TREATMENT OPERATOR	1	1	1
TREATMENT OPERATOR	6	6	6
TOTAL	**8**	**8**	**8**

UTILITIES - METER SERVICES

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 143,513	$ 196,220	$ 185,918	$ 1,584	$ 197,804
MATERIALS AND SUPPLIES	26,739	30,600	27,800	(550)	30,050
MAINTENANCE	108,072	116,900	106,750	(500)	116,400
OCCUPANCY	884	1,250	900	(350)	900
CONTRACTUAL SERVICES	25,100	25,100	25,100	-	25,100
OTHER CHARGES	12,002	12,920	10,201	(295)	12,625
TOTAL	**$ 316,310**	**$ 382,990**	**$ 356,669**	**$ (111)**	**$ 382,879**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
METER SERVICES FOREMAN	1	1	1
METER READER	4	4	4
TOTAL	**5**	**5**	**5**

UTILITIES - WATER RECLAMATION

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 472,903	$ 465,172	$ 445,436	$ (26,503)	$ 438,669
MATERIALS AND SUPPLIES	228,074	216,500	216,500	-	216,500
MAINTENANCE	74,197	64,500	64,500	5,600	70,100
OCCUPANCY	151,211	221,365	200,184	(14,600)	206,765
CONTRACTUAL SERVICES	269,767	275,876	282,076	6,200	282,076
OTHER CHARGES	16,649	19,350	19,425	4,000	23,350
CAPITAL OUTLAY	-	500,000	300,000	(200,000)	300,000
TOTAL	**$ 1,212,801**	**$ 1,762,763**	**$ 1,528,121**	**$ (225,303)**	**$ 1,537,460**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED
UTILITY SUPERINTENDENT	1	1	1
INDUSTRIAL PRE-TREATMENT MANAGER	1	1	1
TREATMENT OPERATOR	5	5	5
RELIEF TREATMENT OPERATOR	1	1	1
TOTAL	**8**	**8**	**8**

UTILITY NON-DEPARTMENTAL

No Full-Time Positions

UTILITY NON-DEPARTMENTAL

DEPARTMENTAL MISSION STATEMENT

The Utility Non-Departmental Department provides funding for facility operations, Utility administrative costs, and transfers for the Utility Capital Improvement Program and debt.

SERVICES PROVIDED

- This is an internal department that provides support for all departments.

DEPARTMENTAL TIE TO COUNCIL GOALS

- N/A

PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 ESTIMATE	FY 2012-2013 GOAL

- N/A

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PERSONNEL SERVICES	$ 22,028	$ 30,069	$ 7,500	$ (21,069)	$ 9,000
CONTRACTUAL SERVICES	6,633,218	8,638,902	7,697,790	311,749	8,950,651
OTHER CHARGES	-	7,000	-	-	7,000
CONTINGENCY	-	-	-	-	-
TRANSFERS	12,767,748	18,967,754	20,434,707	(10,735,017)	8,232,737
TOTAL	**$ 19,422,994**	**$ 27,643,725**	**$ 28,139,997**	**$ (10,444,337)**	**$ 17,199,388**

PERSONNEL SUMMARY

POSITIONS	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 PROPOSED

N/A

UTILITY NON-DEPARTMENTAL

2012-2013 SIGNIFICANT BUDGET CHANGES

• Decrease in retiree insurance and worker's compensation	$ (21,069)
• Increase for Debt Service transfer	1,523,906
• Increase for one-time Long-Range Plan	60,000
• Increase for BCRUA and BCRWWS	32,678
• Increase for audit fees	13,160
• Increase for PILOT, Franchise Transfer, and Administrative Transfer	273,451
• Increase for Contract Services	18,760
• Decrease for LCRA stand-by fees	(86,300)
• Decrease for for capital transfers	(8,290,000)
• Decrease for one-time transfer to Facilities CIP fund	(3,968,923)
Total	**$ (10,444,337)**

SOLID WASTE FUND

DESCRIPTION

The Solid Waste fund is an enterprise fund established to fund a contracted solid waste and recycling provider for utility customers. It is intended to be self-supporting and collects revenue through utility bills to cover the cost of operations and debt related to solid waste.

REVENUE

REVENUE	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
SOLID WASTE BILLING	$ 2,358,132	$ 2,651,243	$ 2,801,243	$ 348,022	$ 2,999,265
GARBAGE CART REIMBURSEMENT	131,030	198,064	198,064	-	198,064
EXTRA GARBAGE CART FEE	7,754	10,000	10,000	-	10,000
INTEREST INCOME	597	750	500	-	750
OTHER REVENUE	6,207	-	36,967	-	-
BOND PROCEEDS	1,525,539	-	-	-	-
TOTAL REVENUE	**$ 4,029,259**	**$ 2,860,057**	**$ 3,046,774**	**$ 348,022**	**$ 3,208,079**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
SMALL TOOLS & EQUIPMENT	1,412,766	133,790	157,417	(33,790)	100,000
MATERIALS AND SUPPLIES	**$ 1,412,766**	**$ 133,790**	**$ 157,417**	**$ (33,790)**	**$ 100,000**
GARBAGE COLLECTION SERVICES	2,296,578	2,638,053	2,648,053	173,550	2,811,603
CONTRACT SERVICES	10,000	-	-	-	-
CONTRACT SERVICES	**$ 2,306,578**	**$ 2,638,053**	**$ 2,648,053**	**$ 173,550**	**$ 2,811,603**
TRANSFER TO DEBT SERVICE	-	170,048	170,048	3,852	173,900
TRANSFERS	**$ -**	**$ 170,048**	**$ 170,048**	**$ 3,852**	**$ 173,900**
TOTAL EXPENDITURES	**$ 3,719,344**	**$ 2,941,891**	**$ 2,975,518**	**$ 143,612**	**$ 3,085,503**

SOLID WASTE FUND

FUND BALANCE SUMMARY		
FUND BALANCE - 9/30/2011	$ 448,467	
FY 2011-2012 PROJ. REVENUES	$ 3,046,774	
FY 2011-2012 PROJ. EXPENDITURES	2,975,518	
FY 2011-2012 CHANGE IN FUND BALANCE	71,256	
PROJ. FUND BALANCE - 9/30/2012	$ 519,723	
FY 2012-2013 ADOPTED REVENUES		$ 3,208,079
FY 2012-2013 ADOPTED EXPENDITURES		3,085,503
FY 2012-2013 CHANGE IN FUND BALANCE		122,576
PROJ. FUND BALANCE 9/30/2013		$ 642,299

SPECIAL REVENUE FUNDS

The Special Revenue Funds are dedicated funds with revenues intended to fund a specific purpose and restricted. This section includes a summary of how each Special Revenue Fund used, summary of the Special Revenue Funds, and individual detailed fund information.

This page is left blank intentionally.

SPECIAL REVENUE FUNDS DEDICATED USES

The **Hidden Valley Rentals Fund** was used to maintain properties located in the Hidden Valley neighborhood and has been moved to the Utility Fund.

The **Grant/Restricted Fund** revenues are generally grants which are awarded after the City submits an application requesting funds for a new program or one-time improvement and are subject to the terms of the grantor. The fund also includes donations to a City department, such as the Library, with an identified use for the donation, such as book purchases.

The **Municipal Court Fund** includes three specialized fees, the Court Security fee, the Court Technology Fees, and the Juvenile Case Manager Fee, which are included on various traffic and misdemeanor citations as permitted by State Code. The Court Security Fee revenue can only be used to improve the security and safety of the Municipal Court including security personnel and security-related training. The Court Technology Fees can be used to maintain and improve technology at the Municipal Court including equipment replacement, software maintenance, and electronic equipment rentals. The Juvenile Case Manager Fee funds the salary and benefits costs for a Juvenile Case Manager to help ensure that juveniles can comply with the terms of their sentences / probation and helps to reduce the juvenile recidivism.

The **Public Arts Program Fund** revenues fund permanent public art displays around the City based upon the recommendation of the Public Arts Board and Council approval.

The **Parks and Recreation Programs Fund** was related to basketball leagues which has been moved to the General Fund and the Golf Tournament which has been moved to the Grant/Restricted Fund.

The **Tourism Board/Occupancy Tax Fund** revenues can be used for activities that draw people from outside the City limits and, ideally, stay at a local hotel or motel. Examples can include special events, advertising, and public arts.

The **CPTV-10 / Cable Fund** revenues are cable franchise fees which must be spent on maintaining or improving the City's cable channel, including media equipment improvements, broadcast service improvements, and municipal facility cable access.

The **Tax-Increment Re-investment Zone (TIRZ) Fund** revenues are ad valorem tax levies for a defined area of the City and the revenue can only be used to fund improvements within that area. The annual levy is based upon the current value minus the value at the time of the creation of the TIRZ.

The **Law Enforcement Fund** revenues include the Drug Enforcement Agency (DEA) Equitable Sharing Fund which is provided by the DEA as a contribution for local support for their activities and used for capital purchases for crime prevention and the Law Enforcement Officers Standards Enforcement (LEOSE) funds which provided by the State of Texas for additional training opportunities and certification maintenance.

SPECIAL REVENUE FUNDS DEDICATED USES

The **4A – Economic Development Fund** sales tax is a local option sales tax that limited to economic development activities within in the City and can be used by the City to fund projects that promote new businesses or help to retain businesses with the end result being job creation or retention. Example uses include business-expenditure reimbursements, tax-sharing agreements, infrastructure improvements, and stadiums/arenas.

The **4B – Community Development Fund** sales tax is a local option sales tax that can be used for both community development, meaning any State approved quality of life improvements, and economic development. Like the 4A, the revenue should be used in a manner that results in job creation or retention, however, the 4B allows the quality of life improvements as a means to attract or retain jobs. Example uses include any 4A acceptable uses, new or improved park infrastructure, street improvements, and feasibility studies.

SPECIAL REVENUE FUND SUMMARY

REVENUE					
FUND	**FY 2009-2010 ACTUAL**	**FY 2010-2011 BUDGET**	**FY 2010-2011 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2011-2012 BUDGET**
HIDDEN VALLEY RENTALS	$ 383	$ -	$ -	$ -	$ -
GRANT RESTRICTED FUNDS	376,190	143,000	253,835	4,815	135,370
MUNICIPAL COURT FUND	104,638	96,567	116,991	9,083	105,650
PUBLIC ARTS PROGRAM	157,749	17,150	35,839	23,000	40,150
RECREATION AND PARK PROGRAMS	28,265	-	-	-	-
TOURISM BOARD/OCCUPANCY TAX	407,996	309,500	381,250	93,700	403,200
CPTV 10 / CABLE FUND	105,062	94,000	97,156	3,339	97,339
TAX INCREMENT REINVESTMENT ZONE	472,226	488,272	484,961	(43,124)	445,148
LAW ENFORCEMENT	9,046	100	34,492	(30)	70
ECONOMIC DEVELOPMENT (4A)	3,518,598	3,400,519	3,819,675	459,541	3,860,060
COMMUNITY DEVELOPMENT (4B)	3,519,180	3,405,519	3,862,950	454,837	3,860,356
TOTAL REVENUE	**$ 8,699,333**	**$ 7,954,627**	**$ 9,087,149**	**$ 1,005,160**	**$ 8,947,342**

EXPENDITURES					
FUND	**FY 2009-2010 ACTUAL**	**FY 2010-2011 BUDGET**	**FY 2010-2011 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2011-2012 BUDGET**
HIDDEN VALLEY RENTALS	$ -	$ -	$ -	$ -	$ -
GRANT RESTRICTED FUNDS	354,163	143,000	232,296	29,480	134,480
MUNICIPAL COURT FUND	79,753	295,185	110,389	-	295,185
PUBLIC ARTS PROGRAM	94,659	82,268	75,165	(18,354)	63,914
RECREATION AND PARK PROGRAMS	23,450	-	-	-	-
TOURISM BOARD/OCCUPANCY TAX	224,460	449,463	427,891	(46,263)	403,200
CPTV 10 / CABLE FUND	41,026	97,340	73,570	(1)	97,339
TAX INCREMENT REINVESTMENT ZONE	1,480,000	964,045	475,654	(479,084)	484,961
LAW ENFORCEMENT	2,972	41,121	4,191	(6,699)	34,422
ECONOMIC DEVELOPMENT (4A)	4,007,751	4,533,880	4,401,311	(292,201)	4,241,679
COMMUNITY DEVELOPMENT (4B)	3,013,129	6,107,483	3,502,891	(2,249,616)	3,857,867
TOTAL EXPENDITURES	**$ 9,321,363**	**$ 12,713,785**	**$ 9,303,358**	**$ (3,062,738)**	**$ 9,613,047**

HIDDEN VALLEY RENTALS

DESCRIPTION

This fund has been merged into the Utility Fund which will maintain the properties until repurposed for other City activities.

REVENUE					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
INTEREST	$ 383	$ -	$ -	$ -	$ -
TOTAL REVENUE	**$ 383**	**$ -**	**$ -**	**$ -**	**$ -**

EXPENDITURES					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
CONTRACT SERVICES	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-
CONTRACTUAL SERVICES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2011	$ -
FY 2011-2012 PROJ. REVENUES	$ -
FY 2011-2012 PROJ. EXPENDITURES	-
FY 2011-2012 CHANGE IN FUND BALANCE	-
PROJ. FUND BALANCE - 9/30/2012	$ -
FY 2012-2013 ADOPTED REVENUES	$ -
FY 2012-2013 ADOPTED EXPENDITURES	-
FY 2012-2013 CHANGE IN FUND BALANCE	-
PROJ. FUND BALANCE 9/30/2013	$ -

GRANT/RESTRICTED FUND

DESCRIPTION

The Grant /Restricted Fund accumulates the City's designated funds through grants or donations. These funds have specific programs associated with them, thus restricting spending to those uses.

REVENUE					
CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PUBLIC SAFETY					
GRANTS - POLICE	$ 117,639	$ 69,500	$ 88,454	$ 47,220	$ 116,720
GRANT - STEP	$ 57,471	$ 30,000	$ 42,308	$ 8,445	$ 38,445
GRANT - POLICE JAG	7,681	-	-	-	-
GRANT-VICTIMS' ASSISTANCE	40,430	36,000	36,000	-	36,000
GRANT-OTHER	6,119	3,500	2,248	-	38,275
CHILD SAFETY FEES	5,938	-	7,898	4,000	4,000
DONATIONS - POLICE	600	1,000	500	(500)	500
GRANTS - FIRE	28,493	15,000	2,803	(15,000)	-
DONATIONS-FIRE PROTECTION	350	1,000	800	-	1,000
TOTAL PUBLIC SAFETY	**$ 147,082**	**$ 86,500**	**$ 92,557**	**$ 44,165**	**$ 118,220**
CULTURE AND RECREATION					
PARKS GOLF BENEFIT FEES	10,565	13,500	13,500	-	13,500
DONATIONS-PARKS	78	-	-	-	-
GRANT - LIBRARY	17,739	-	2,138	-	-
LIBRARY - DONATIONS - OTHER	7,000	1,000	1,341	-	1,000
TOTAL CULTURE AND RECREATION	**$ 35,382**	**$ 14,500**	**$ 16,979**	**$ -**	**$ 14,500**
OTHER REVENUE					
INTEREST INCOME	507	1,500	500	(850)	650
GRANT-CAPCOG SOLID WASTE	38,896	37,500	38,896	(37,500)	-
GRANT-TRAFFIC SIGNAL SYNC	37,580	-	34,560	-	-
GRANT - ENERGY EFFICIENCY	33,783	-	33,783	-	-
GRANT - PROPANE FUELING	79,960	-	34,560	-	-
GRANT - GREEN BAGS	3,000	3,000	2,000	(1,000)	2,000
TOTAL OTHER REVENUE	**$ 193,726**	**$ 42,000**	**$ 144,299**	**$ (39,350)**	**$ 2,650**
TOTAL REVENUE	**$ 376,190**	**$ 143,000**	**$ 253,835**	**$ 4,815**	**$ 135,370**

GRANT/RESTRICTED FUND

EXPENDITURES					
CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
PUBLIC SAFETY					
POLICE GRANT	112,890	69,500	131,189	47,230	116,730
GRANT - STEP	58,151	30,000	42,308	8,455	38,455
GRANT - POLICE JAG	6,619	3,500	-	(3,500)	-
GRANT-VICTIMS' ASSISTANCE	40,430	36,000	36,000	-	36,000
GRANT-OTHER	7,690	-	52,881	38,275	38,275
CHILD SAFETY FEES	-	-	-	4,000	4,000
DONATIONS - POLICE	-	1,000	-	(1,000)	-
FIRE GRANT	23,167	13,500	1,274	(13,500)	-
DONATIONS-FIRE	42	1,000	-	(1,000)	-
TOTAL PUBLIC SAFETY	**$ 136,099**	**$ 85,000**	**$ 132,463**	**$ 31,730**	**$ 116,730**
CULTURE AND RECREATION					
PARKS GOLF BENEFIT FEES	320	-	-	13,500	13,500
GRANT - PARKS	-	-	-	-	-
DONATIONS-PARKS	640	8,000	2,648	(7,000)	1,000
LIBRARY GRANT	15,017	-	-	-	-
LIBRARY - DONATIONS - OTHER	10,838	9,500	3,744	(8,500)	1,000
HISTORICAL COMMISSION	162	-	-	-	-
TOTAL CULTURE AND RECREATION	**$ 26,977**	**$ 18,000**	**$ 8,593**	**$ (2,250)**	**$ 15,750**
OTHER					
GRANT-CAPCOG SOLID WASTE	39,728	37,500	-	-	-
GRANT-TRAFFIC SIGNAL SYNC	34,560	-	-	-	-
GRANT - ENERGY EFFICIENCY	33,783	-	-	-	-
GRANT - PROPANE FUELING	79,960	-	89,240	-	-
GRANT - GREEN BAGS	3,056	2,500	2,000	-	2,000
TOTAL OTHER	**$ 191,087**	**$ 40,000**	**$ 91,240**	**$ -**	**$ 2,000**
TOTAL EXPENDITURES	**$ 354,163**	**$ 143,000**	**$ 232,296**	**$ 29,480**	**$ 134,480**

GRANT/RESTRICTED FUND

FUND BALANCE SUMMARY				
FUND BALANCE - 9/30/2011	$ 730,396			
FY 2011-2012 PROJ. REVENUES		$ 253,835		
FY 2011-2012 PROJ. EXPENDITURES		232,296		
FY 2011-2012 CHANGE IN FUND BALANCE		21,539		
PROJ. FUND BALANCE - 9/30/2012		$ 751,935		
FY 2012-2013 ADOPTED REVENUES				$ 135,370
FY 2012-2013 ADOPTED EXPENDITURES				134,480
FY 2012-2013 CHANGE IN FUND BALANCE				890
PROJ. FUND BALANCE 9/30/2013				$ 752,825

MUNICIPAL COURT FUND

DESCRIPTION

The Municipal Court Fund is related to administrative charges which can be placed upon certain fines and are levied in accordance with Texas State Code. The charges provide funding for enhanced Court security related to both visitor and staff safety, improved technology to allow for efficiency, and a Juvenile Case Manager.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
SECURITY FEES	$ 26,551	28,317	$ 28,097	$ (817)	$ 27,500
TECHNOLOGY FEES	34,568	30,000	37,069	2,500	32,500
JUVENILE CASE MANAGER FEE	42,639	37,500	51,325	7,500	45,000
INTEREST	880	750	500	(100)	650
TOTAL REVENUE	**$ 104,638**	**$ 96,567**	**$ 116,991**	**$ 9,083**	**$ 105,650**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
COURT SECURITY					
PERSONNEL	16,475	19,317	18,994	-	19,317
OTHER CHARGES	8,116	97,805	8,738	-	97,805
TOTAL COURT SECURITY	**$ 24,591**	**$ 117,122**	**$ 27,732**	**$ -**	**$ 117,122**
COURT TECHNOLOGY					
OTHER CHARGES	27,950	148,063	52,658	-	148,063
TOTAL COURT TECHNOLOGY	**$ 27,950**	**$ 148,063**	**$ 52,658**	**$ -**	**$ 148,063**
JUVENILE CASE MANAGER					
PERSONNEL	27,212	30,000	30,000	-	30,000
TOTAL JUVENILE CASE MANAGER	**$ 27,212**	**$ 30,000**	**$ 30,000**	**$ -**	**$ 30,000**
TOTAL EXPENDITURES	**$ 79,753**	**$ 295,185**	**$ 110,389**	**$ -**	**$ 295,185**

MUNICIPAL COURT FUND

FUND BALANCE SUMMARY			
FUND BALANCE - 9/30/2011	$ 296,436		
FY 2011-2012 PROJ. REVENUES		$ 116,991	
FY 2011-2012 PROJ. EXPENDITURES		110,389	
FY 2011-2012 CHANGE IN FUND BALANCE		6,602	
PROJ. FUND BALANCE - 9/30/2012		$ 303,038	
FY 2012-2013 ADOPTED REVENUES			$ 105,650
FY 2012-2013 ADOPTED EXPENDITURES			295,185
FY 2012-2013 CHANGE IN FUND BALANCE			(189,535)
PROJ. FUND BALANCE 9/30/2013			$ 113,503

PUBLIC ARTS FUND

DESCRIPTION

The Public Arts Fund was created to install public art displays through-out the city including at parks and city facilities. Funding is provided by donations, the Tourism Advisory Board/Occupancy Tax Board, and certain Capital Projects.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
INTEREST INCOME	$ 60	$ 50	$ 75	$ -	$ 50
DONATIONS	157,689	17,100	35,764	23,000	40,100
TOTAL REVENUE	**$ 157,749**	**$ 17,150**	**$ 35,839**	**$ 23,000**	**$ 40,150**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
CONTRACT SERVICES	94,659	82,268	75,165	(18,354)	63,914
CONTRACT SERVICES	**$ 94,659**	**$ 82,268**	**$ 75,165**	**$ (18,354)**	**$ 63,914**
TOTAL EXPENDITURES	**$ 94,659**	**$ 82,268**	**$ 75,165**	**$ (18,354)**	**$ 63,914**

FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2011	$ 63,090	
FY 2011-2012 PROJ. REVENUES	$ 35,839	
FY 2011-2012 PROJ. EXPENDITURES	75,165	
FY 2011-2012 CHANGE IN FUND BALANCE	(39,326)	
PROJ. FUND BALANCE - 9/30/2012	$ 23,764	
FY 2012-2013 ADOPTED REVENUES		$ 40,150
FY 2012-2013 ADOPTED EXPENDITURES		63,914
FY 2012-2013 CHANGE IN FUND BALANCE		(23,764)
PROJ. FUND BALANCE 9/30/2013		$ -

RECREATION AND PARK PROGRAMS FUND

DESCRIPTION

Due to a change in accounting practices, this fund has been dissolved. The recreation programs have been transferred to the General Fund and the Golf Tournament has been transferred to the Grants/Restricted Fund.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
INTEREST INCOME	$ -	$ -	$ -	$ -	$ -
RECREATION PROGRAMS REVENUE	22,515			-	-
PARKS GOLF BENEFIT FEES	1,250			-	-
DONATIONS	4,500	-	-	-	-
TOTAL REVENUE	**$ 28,265**	**$ -**	**$ -**	**$ -**	**$ -**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
DONATIONS EXP - PARKS	-	-	-	-	-
RECREATION PROGRAMS	18,371			-	-
PARKS BENEFIT SCHOLARSHIPS	3,096			-	-
PARKS GOLF BENEFIT EXPENDITURE	1,983			-	-
CONTRACT SERVICES	**$ 23,450**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES	**$ 23,450**	**$ -**	**$ -**	**$ -**	**$ -**

FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2011	$ -				
FY 2011-2012 PROJ. REVENUES			$ -		
FY 2011-2012 PROJ. EXPENDITURES			-		
FY 2011-2012 CHANGE IN FUND BALANCE			-		
PROJ. FUND BALANCE - 9/30/2012			$ -		
FY 2012-2013 ADOPTED REVENUES					$ -
FY 2012-2013 ADOPTED EXPENDITURES					-
FY 2012-2013 CHANGE IN FUND BALANCE					-
PROJ. FUND BALANCE 9/30/2013					$ -

TOURISM ADVISORY BOARD/OCCUPANCY TAX FUND

DESCRIPTION

The Occupancy Tax Fund accumulates the City's 7% Hotel and Motel Occupancy Tax. The seven member Tourism Board is tasked with increasing and enhancing the public awareness of the benefits resulting from the hospitality industry and the potential contribution offered to the community. Management activities of the Occupancy Tax Fund are assigned to city staff; the Tourism Board authorizes expenditures of this fund that are within City and State guidelines to establish and enhance tourism, art programs and historical restoration. Board Members are appointed by the City Council and serve two-year terms.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
OCCUPANCY TAX COLLECTIONS	$ 402,180	$ 305,000	$ 378,250	$ 95,000	$ 400,000
INTEREST	2,076	4,500	3,000	(1,300)	3,200
OTHER REVENUE	3,740	-	-	-	-
TOTAL REVENUE	**$ 407,996**	**$ 309,500**	**$ 381,250**	**$ 93,700**	**$ 403,200**

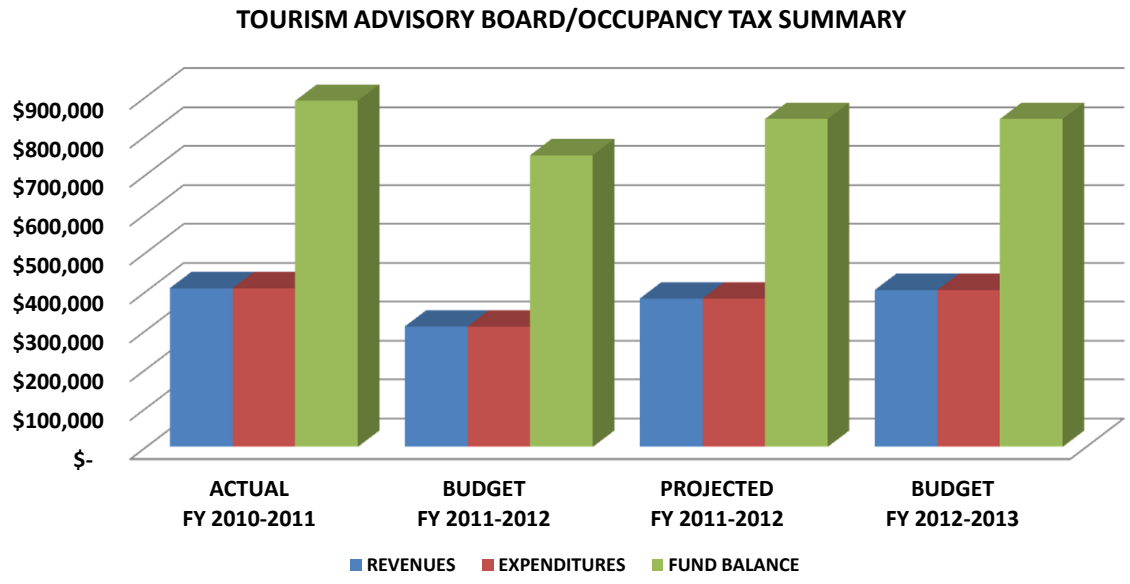
EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
OFFICE SUPPLIES & EQUIPMENT	3,596	1,700	1,822	800	2,500
MATERIALS AND SUPPLIES	**$ 3,596**	**$ 1,700**	**$ 1,822**	**$ 800**	**$ 2,500**
LEGAL FEES	-	-	-	-	-
CONTRACT SERVICES	115,481	111,000	94,500	(32,600)	78,400
ADMINISTRATIVE SUPPORT	25,000	25,000	25,000	-	25,000
TOURISM STAFF	15,435	79,623	79,623	4,611	84,234
CONTRACTUAL SERVICES	**$ 155,916**	**$ 215,623**	**$ 199,123**	**$ (27,989)**	**$ 187,634**
TRAINING, MEETINGS, AND TRAVEL	857	3,300	2,000	700	4,000
DUES, SUBCRIPTIONS, AND BOOKS	1,383	3,972	3,578	-	3,972
MARKETING	46,335	56,905	56,905	11,126	68,031
PUBLIC EVENTS	-	-	-	-	-
PUBLIC ARTS*	12,588	17,000	17,000	23,000	40,000
OTHER CHARGES	**$ 61,163**	**$ 81,177**	**$ 79,483**	**$ 34,826**	**$ 116,003**
CONTINGENCY	3,785	11,000	7,500	86,063	97,063
CONTINGENCY	**$ 3,785**	**$ 11,000**	**$ 7,500**	**$ 86,063**	**$ 97,063**
TRANSFER - FACILITIES CIP	-	139,963	139,963	(139,963)	-
TRANSFERS	**$ -**	**$ 139,963**	**$ 139,963**	**$ (139,963)**	**$ -**
TOTAL EXPENDITURES	**$ 224,460**	**$ 449,463**	**$ 427,891**	**$ (46,263)**	**$ 403,200**

TOURISM ADVISORY BOARD/OCCUPANCY TAX FUND

FUND BALANCE SUMMARY		
FUND BALANCE - 9/30/2011	$ 889,421	
FY 2011-2012 PROJ. REVENUES	$ 381,250	
FY 2011-2012 PROJ. EXPENDITURES	427,891	
FY 2011-2012 CHANGE IN FUND BALANCE	(46,641)	
PROJ. FUND BALANCE - 9/30/2012	$ 842,780	
FY 2012-2013 ADOPTED REVENUES		$ 403,200
FY 2012-2013 ADOPTED EXPENDITURES		403,200
FY 2012-2013 CHANGE IN FUND BALANCE		-
PROJ. FUND BALANCE 9/30/2013		$ 842,780

* - Tourism contribution to Public Art is limited to 15% of revenue by State Code



CPTV - 10 / CABLE FUND

DESCRIPTION

The CPTV - 10 / Cable Fund is related to the cable television franchise fee and provides funding for the Cedar Park local government channel, CPTV-10, and provides funding for media improvements. By State code, 1% of the total 5% franchise fee must be dedicated to providing and/or maintaining a local government channel and can be used to enhance the programming provided, including capital purchases.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
FRANCHISE FEES	$ 105,079	$ 94,000	$ 97,156	$ 1,173	$ 95,173
INTEREST	(17)	-	-	2,166	2,166
TOTAL REVENUE	**$ 105,062**	**$ 94,000**	**$ 97,156**	**$ 3,339**	**$ 97,339**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
OFFICE SUPPLIES & EQUIPMENT	-	5,189	-	2,166	7,355
MATERIALS AND SUPPLIES	**$ -**	**$ 5,189**	**$ -**	**$ 2,166**	**$ 7,355**
TELEPHONY LINES	20,385	51,124	38,343	(0)	51,124
TELECOMMUNICATIONS	21	11,200	8,400	-	11,200
OCCUPANCY	**$ 20,406**	**$ 62,324**	**$ 46,743**	**$ (0)**	**$ 62,324**
VES	12,124	16,167	16,167	(2,167)	14,000
STAFF SUPPORT	8,496	13,660	10,660	-	13,660
CONTRACTUAL SERVICES	**$ 20,620**	**$ 29,827**	**$ 26,827**	**$ (2,167)**	**$ 27,660**
TOTAL EXPENDITURES	**$ 41,026**	**$ 97,340**	**$ 73,570**	**$ (1)**	**$ 97,339**

FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2011	$ 64,036
FY 2011-2012 PROJ. REVENUES	$ 97,156
FY 2011-2012 PROJ. EXPENDITURES	73,570
FY 2011-2012 CHANGE IN FUND BALANCE	23,586
PROJ. FUND BALANCE - 9/30/2012	$ 87,622
FY 2012-2013 ADOPTED REVENUES	$ 97,339
FY 2012-2013 ADOPTED EXPENDITURES	97,339
FY 2012-2013 CHANGE IN FUND BALANCE	0
PROJ. FUND BALANCE 9/30/2013	$ 87,622

TAX INCREMENT REINVESTMENT ZONE FUND

DESCRIPTION

The Tax Reinvestment Zone (TIRZ) is a tax increment reinvestment zone that covers approximately 470 acres of land located within the City of Cedar Park. The general area is bounded by New Hope Road on the north, U.S. 183-A right of way on the east, F.M. 1431 on the south and the railroad right of way to the west. The TIRZ will facilitate a program of public improvements to allow and encourage the development of the 470 acre mixed-use Downtown District which merges retail, office, entertainment and civic uses with a wide variety of high quality, high value, high density single and multi-family housing to create a close-knit, pedestrian friendly urban core.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
CURRENT AD VALOREM TAXES	$ 472,440	$ 484,082	$ 483,961	$ (39,934)	$ 444,148
INTEREST INCOME	(214)	4,190	1,000	(3,190)	1,000
TOTAL REVENUE	**$ 472,226**	**$ 488,272**	**$ 484,961**	**$ (43,124)**	**$ 445,148**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
DEVELOPER REIMBURSEMENTS	$ 1,480,000	$ 964,045	$ 475,654	$ (479,084)	$ 484,961
TOTAL EXPENDITURES	**$ 1,480,000**	**$ 964,045**	**$ 475,654**	**$ (479,084)**	**$ 484,961**

FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2011	$ 475,654		
FY 2011-2012 PROJ. REVENUES		$ 484,961	
FY 2011-2012 PROJ. EXPENDITURES		475,654	
FY 2011-2012 CHANGE IN FUND BALANCE		9,307	
PROJ. FUND BALANCE - 9/30/2012		$ 484,961	
FY 2012-2013 ADOPTED REVENUES			$ 445,148
FY 2012-2013 ADOPTED EXPENDITURES			484,961
FY 2012-2013 CHANGE IN FUND BALANCE			(39,813)
PROJ. FUND BALANCE 9/30/2013			$ 445,148

LAW ENFORCEMENT

DESCRIPTION

The Law Enforcement Fund accumulates payments received from the U.S. Department of Justice for the City's equitable share of proceeds from seized and forfeited property. It funds the purchase of equipment for Law Enforcement purposes according to the provisions of Asset Forfeiture Laws.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
INTEREST INCOME	$ 120	$ 100	$ 70	$ (30)	$ 70
OTHER	-	-	-	-	-
DEA EQUITABLE SHARING	3,244	-	34,422	-	-
LEOSE FUNDS	5,682	-	-	-	-
TOTAL REVENUE	**$ 9,046**	**$ 100**	**$ 34,492**	**$ (30)**	**$ 70**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
SMALL TOOLS & EQUIPMENT	-	41,121	2,642	(6,699)	34,422
LEOSE FUNDS	2,972	-	1,549	-	-
MATERIALS AND SUPPLIES	**$ 2,972**	**$ 41,121**	**$ 4,191**	**$ (6,699)**	**$ 34,422**
TOTAL EXPENDITURES	**$ 2,972**	**$ 41,121**	**$ 4,191**	**$ (6,699)**	**$ 34,422**

FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2011	$ 46,890	
FY 2011-2012 PROJ. REVENUES	$ 34,492	
FY 2011-2012 PROJ. EXPENDITURES	4,191	
FY 2011-2012 CHANGE IN FUND BALANCE	30,301	
PROJ. FUND BALANCE - 9/30/2012	$ 77,191	
FY 2012-2013 ADOPTED REVENUES		$ 70
FY 2012-2013 ADOPTED EXPENDITURES		34,422
FY 2012-2013 CHANGE IN FUND BALANCE		(34,352)
PROJ. FUND BALANCE 9/30/2013		$ 42,839

4A - ECONOMIC DEVELOPMENT CORPORATION FUND

DESCRIPTION

The Economic Development Fund accumulates the City's half-cent 4A Sales Tax and accounts for expenditures and debt authorized by the Economic Development Board of Directors. The five member board is appointed by the City Council. Appointed Directors serve two-year terms.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
4A SALES TAX REVENUE	$ 3,501,560	$ 3,380,519	$ 3,802,175	$ 462,041	$ 3,842,560
INTEREST	17,038	20,000	17,500	(2,500)	17,500
TOTAL REVENUE	**$ 3,518,598**	**$ 3,400,519**	**$ 3,819,675**	**$ 459,541**	**$ 3,860,060**

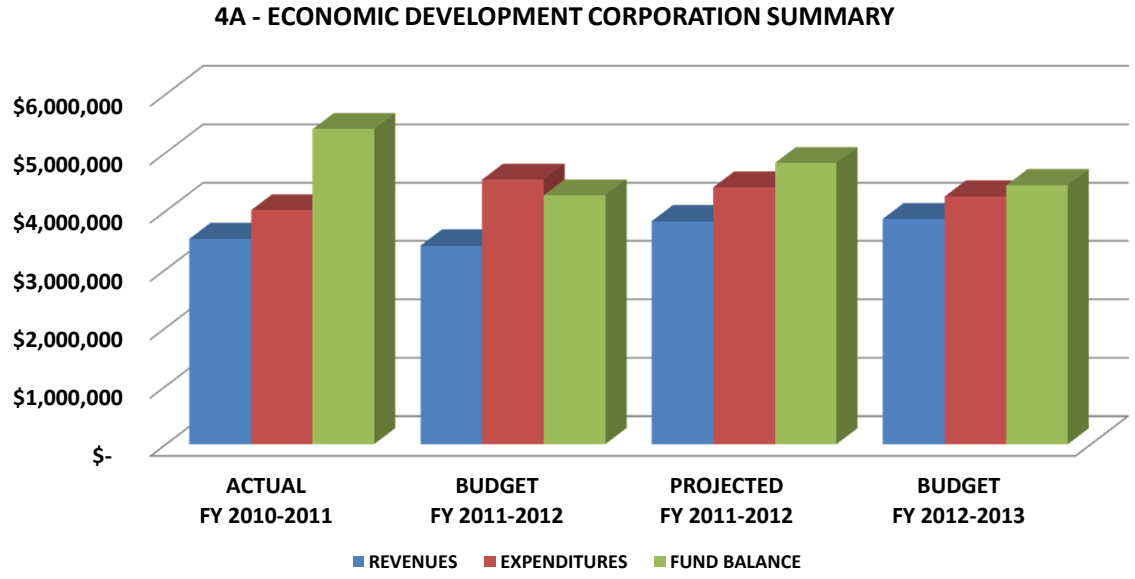
EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
TELEPHONE	-	-	-	-	-
OCCUPANCY	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
CONTRACT SERVICES	367,222	471,023	428,125	(25,406)	445,617
ACCOUNTING/ADMINISTRATIVE FEES	-	30,214	30,214	2,169	32,383
CONTRACT CONTINGENCY	-	5,000	-	-	5,000
INCENTIVE COMMITMENTS	161,353	315,000	236,829	(45,000)	270,000
CONTRACTUAL SERVICES	**$ 528,575**	**$ 821,237**	**$ 695,168**	**$ (68,237)**	**$ 753,000**
TRAVEL & MEETINGS	-	2,000	500	-	2,000
PROSPECT EXPENSES	-	5,000	-	-	5,000
OTHER CHARGES	**$ -**	**$ 7,000**	**$ 500**	**$ -**	**$ 7,000**
PROMOTE COMMUNITY	-	-	-	-	-
PROMOTE ECONOMIC DEVELOPMENT	-	-	-	-	-
PROGRAMS	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

4A - ECONOMIC DEVELOPMENT CORPORATION FUND

EXPENDITURES					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
TRANSFER TO FACILITIES CIP	-	223,232	223,232	(223,232)	-
TRANSFER TO DEBT SERVICE	3,479,176	3,482,411	3,482,411	(732)	3,481,679
TRANSFERS	**$ 3,479,176**	**$ 3,705,643**	**$ 3,705,643**	**$ (223,964)**	**$ 3,481,679**
TOTAL EXPENDITURES	**$ 4,007,751**	**$ 4,533,880**	**$ 4,401,311**	**$ (292,201)**	**$ 4,241,679**

FUND BALANCE SUMMARY					
FUND BALANCE - 9/30/2011	$ 5,398,023				
FY 2011-2012 PROJ. REVENUES			$ 3,819,675		
FY 2011-2012 PROJ. EXPENDITURES			4,401,311		
FY 2011-2012 CHANGE IN FUND BALANCE			(581,636)		
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2012			$ 4,816,387		
FY 2012-2013 ADOPTED REVENUES					$ 3,860,060
FY 2012-2013 ADOPTED EXPENDITURES					4,241,679
FY 2012-2013 CHANGE IN FUND BALANCE					(381,620)
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2013					$ 4,434,768



4B - COMMUNITY DEVELOPMENT CORPORATION FUND

DESCRIPTION

The Community Development Fund accumulates the City's half-cent 4B Sales Tax and accounts for expenditures and debt authorized by the Community Development Board of Directors. The seven member board is appointed by the City Council. Appointed Directors serve two-year terms.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
SALES TAX REVENUE	$ 3,501,560	$ 3,380,519	$ 3,802,175	$ 462,041	$ 3,842,560
OTHER REVENUE	-	-	42,775	-	-
INTEREST	17,620	25,000	18,000	(7,204)	17,796
TOTAL REVENUE	**$ 3,519,180**	**$ 3,405,519**	**$ 3,862,950**	**$ 454,837**	**$ 3,860,356**

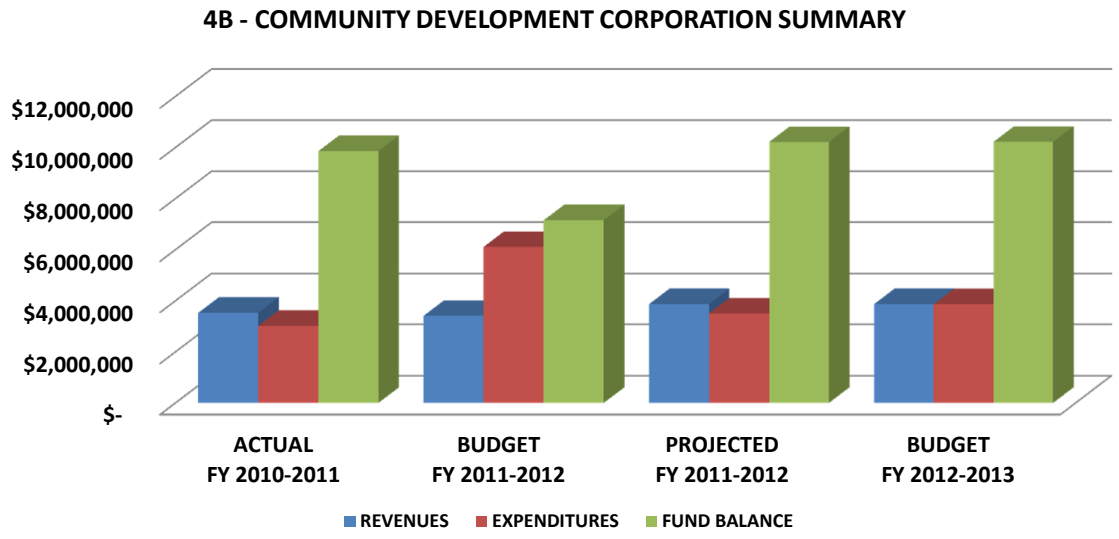
EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
LEGAL FEES	-	7,000	-	(7,000)	-
AUDIT FEES	4,511	5,500	5,500	1,500	7,000
ACCOUNTING/ADMINISTRATIVE FEES	29,388	30,786	30,786	1,597	32,383
STAFF SUPPORT	23,299	30,000	30,000	(340)	29,660
CONTRACT SERVICES	5,826	50,777	10,000	80,754	131,531
CONTRACT SERVICES	**$ 63,024**	**$ 124,063**	**$ 76,286**	**$ 76,511**	**$ 200,574**
TRAVEL & MEETINGS	43	-	-	-	-
DUES, SUBSCRIPTIONS & BOOKS	100	250	250	-	250
OTHER CHARGES	**$ 143**	**$ 250**	**$ 250**	**$ -**	**$ 250**
TRANSPORTATION	1,025,239	-	1,413,285	477,000	477,000
PROMOTE ECONOMIC DEVELOPMENT	812,345	4,750,000	672,655	(3,250,000)	1,500,000
PARKS & COMMUNITY FACILITIES	303,770	250,000	422,294	50,000	300,000
183 CORRIDOR PLAN	100,000	100,000	31,577	-	100,000
OVERHEAD STREET SIGN PROJECT	-	-	-	-	-
BOARD DEVELOPMENT	-	5,000	3,210	(1,790)	3,210
DESTINATION CITY	-	50,000	50,000	-	50,000
COMMUNITY IDENTITY	29,523	-	5,164	500,000	500,000
PROGRAMS	**$ 2,270,877**	**$ 5,155,000**	**$ 2,598,185**	**$ (2,224,790)**	**$ 2,930,210**

4B - COMMUNITY DEVELOPMENT CORPORATION FUND

EXPENDITURES					
CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET VARIANCE	FY 2012-2013 BUDGET
TRANSFER - CIP PARKS PROJECTS	-	-	-	-	-
TRANSFER - FACILITIES CIP	-	105,460	105,460	(105,460)	-
DEBT SERVICE	679,085	722,710	722,710	4,123	726,833
TRANSFERS	**$ 679,085**	**$ 828,170**	**$ 828,170**	**$ (101,337)**	**$ 726,833**
TOTAL EXPENDITURES	**$ 3,013,129**	**$ 6,107,483**	**$ 3,502,891**	**$ (2,249,616)**	**$ 3,857,867**

FUND BALANCE SUMMARY		
FUND BALANCE - 9/30/2011	$ 9,853,297	
FY 2011-2012 PROJ. REVENUES	$ 3,862,950	
FY 2011-2012 PROJ. EXPENDITURES	3,502,891	
FY 2011-2012 CHANGE IN FUND BALANCE	360,059	
PROJ. RESERVED FUND BALANCE - 9/30/2012	$ 30,361	
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2012	$ 10,182,995	
PROJ. TOTAL FUND BALANCE - 9/30/2012	$ 10,213,356	
FY 2012-2013 ADOPTED REVENUES		$ 3,860,356
FY 2012-2013 ADOPTED EXPENDITURES		3,857,867
FY 2012-2013 CHANGE IN FUND BALANCE		2,489
PROJ. TOTAL FUND BALANCE - 9/30/2013		$ 10,215,845



VES FUND

The Vehicle and Equipment Services Fund is an internal service fund which provides for the replacement of capital purchases such as vehicles and computers and is funded by departmental transfers. The fund stabilizes General Fund and Utility Fund spending by allowing for annual payment for replacements over the life of the capital item rather than at the time of replacement. This section includes a fund summary of VES and a summary vehicles and equipment to be replaced during the fiscal year.

This page is left blank intentionally.

VEHICLE AND EQUIPMENT REPLACEMENT FUND

DESCRIPTION

The Vehicle and Equipment Service Fund provides for the replacement of vehicles and equipment. It accumulates contributions from departments utilizing vehicles or equipment, including computer technology. The replacement schedule is analyzed annually to determine if actual condition exceeds the useful life.

REVENUE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
REPLACEMENT FEES	$ 1,898,063	$ 2,163,915	$ 2,163,915	$ (290,082)	$ 1,873,833
LOSS ON SALE/DISPOSAL	5,444	-	-	-	-
INTEREST	8,538	9,000	5,000	(3,000)	6,000
OTHER INCOME	10,371	-	1,900	-	-
TRANSFER-UNRESERVED FUND BALANCE	-	-	-	-	-
TOTAL REVENUE	**$ 1,922,416**	**$ 2,172,915**	**$ 2,170,815**	**$ (293,082)**	**$ 1,879,833**

EXPENDITURES

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
CONTRACT SERVICES	-	-	141,275	-	-
CONTRACTUAL SERVICES	**$ -**	**$ -**	**$ 141,275**	**$ -**	**$ -**
EQUIPMENT	426,165	1,355,085	1,094,800	(675,685)	679,400
VEHICLES	811,634	1,170,578	1,073,500	2,011,850	3,182,428
CAPITAL OUTLAY	**$ 1,237,799**	**$ 2,525,663**	**$ 2,168,300**	**$ 1,336,165**	**$ 3,861,828**
TRANSFER-GF	-	-	-	-	-
TRANSFER TO UTILITY FUND	-	-	-	-	-
TRANSFERS	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES	**$ 1,237,799**	**$ 2,525,663**	**$ 2,309,575**	**$ 1,336,165**	**$ 3,861,828**

VEHICLE AND EQUIPMENT REPLACEMENT FUND

FUND BALANCE SUMMARY		
FUND BALANCE - 9/30/2011	$ 3,655,947	
FY 2011-2012 PROJ. REVENUES	$ 2,170,815	
FY 2011-2012 PROJ. EXPENDITURES	2,309,575	
FY 2011-2012 CHANGE IN FUND BALANCE	(138,760)	
PROJ. FUND BALANCE - 9/30/2012	$ 3,517,187	
FY 2012-2013 ADOPTED REVENUES		$ 1,879,833
FY 2012-2013 ADOPTED EXPENDITURES		3,861,828
FY 2012-2013 CHANGE IN FUND BALANCE		(1,981,995)
PROJ. FUND BALANCE 9/30/2013		$ 1,535,192

CAPITAL OUTLAY
Projected Capital Purchases for Fiscal Year 2012-2013

Generally, any item with a purchase price of $5,000 or more and having an estimated useful life of at least two years is clasified as a capital outlay expenditure.

Vehicle and Equipment Service Fund

Department	Description	QTY	Price	Extended
Replacement Vehicles				
Police Services	Patrol car	15.0	36,062	540,930
Police Services	Animal Control Truck	2.0	16,000	32,000
Development Services	Building Inspections truck	2.0	16,000	32,000
Development Services	Code Enforcement truck	2.0	16,000	32,000
Fire Services	3/4-ton truck	1.0	29,000	29,000
Fire Services	Fire Engine	1.0	600,000	600,000
Fire Services	Quint	1.0	1,125,000	1,125,000
Fire Services	Fire Marshal SUV	1.0	30,000	30,000
Parks and Recreation	Maintenance Truck II	2.0	16,500	33,000
Parks and Recreation	Maintenance Truck I	1.0	16,000	16,000
Parks and Recreation	72" Mower	1.0	26,000	26,000
Parks and Recreation	Mower	2.0	13,000	26,000
Emergency Management	EMC SUV	1.0	35,000	35,000
Utilities	Utilities Truck III	6.0	23,333	139,998
Utilities	Utilities Truck II	2.0	23,000	46,000
Utilities	Utilities Truck II	1.0	19,000	19,000
Utilities	Generator	2.0	60,000	120,000
Utilities	Skidloader	1.0	23,000	23,000
Utilities	Back-hoe	2.0	70,000	140,000
Utilities	Jet Machine	1.0	130,000	130,000
Utilities	Skag Mower	1.0	7,500	7,500
	Sub Total	48.0		$ 3,182,428
Replacement Equipment				
Information Technology	Desktop computers	33.0	$ 1,818	60,000
Information Technology	Laptop/Mobile computers	10.0	3,100	31,000
Information Technology	Printers/Scanners	7.0	3,271	22,900
Information Technology	Media Equipment	2.0	5,750	11,500
Information Technology	Server Equipment	28.0	18,679	523,000
Fire Services	Air Pack and Bottle Replacements	1.0	31,000	31,000
	Sub Total	81.0		$ 679,400
	Total	**129.0**		**$ 3,861,828**

This page is left blank intentionally.

DEBT SERVICE FUNDS

The debt service funds provide funding for the city's debt payments. The City has General Obligation Debt fund, which is supported by property and sales taxes, and Utility Debt Fund which is supported by enterprise revenues such as water sales. Included in the in the section is a summary of legal debt margin, summary of each fund, details on the adopted year's payment, and summary of out-going debt payments

This page is left blank intentionally.

GENERAL DEBT SERVICE FUND

DESCRIPTION

The General Debt Service Fund provides a mechanism for accumulating government resources and payment of principal and interest from general obligation bonds and certification of obligations. Debt service is paid from current and delinquent ad valorem tax collection designated for debt service.

DEBT POLICY

The objective of the City of Cedar Park's debt management policy is to maintain the City's ability to incur present and future debt at the most beneficial interest rates in amounts needed for financing the adopted Capital Improvements Program without adversely affecting the City's ability to finance essential City

POLICY STATEMENTS

- A five-year capital improvements program will be developed and updated annually along with corresponding anticipated funding sources.
- Capital projects finance through the issuance of bonded debt will be financed for a period not to exceed the useful life of the project.
- Efforts will be made to maintain or improve the City's bond rating. Effective communication will continue with bond rating agencies concerning Cedar Park's overall financial condition.

LEGAL DEBT MARGIN

The City Charter and the State of Texas limit general obligation debt of the City of Cedar Park. The charter limit is ten percent of taxable values, which equals a maximum debt level of $ 470,707,038. The State of Texas limits the maximum debt service to be $2.50 for $100 assessed valuation and administratively, and the Attorney General of the State of Texas will permit a maximum allocation of $1.50 of ad valorem tax rate for general obligation debt service.

FISCAL YEAR	ASSESSED VALUATION	LEGAL ANNUAL MAXIMUM	ACTUAL EXPENDED DEBT SERVICE
2004	1,971,352,148	29,570,282	4,517,884
2005	2,154,065,400	32,310,981	4,979,633
2006	2,325,565,657	34,883,485	5,750,503
2007	2,686,303,395	40,294,551	6,117,174
2008	3,332,911,410	49,993,671	8,130,275
2009	3,963,497,416	59,452,461	12,338,223
2010	3,999,512,680	59,992,690	12,427,771
2011	3,988,355,181	59,825,328	12,581,177
2012	4,200,040,324	63,000,605	15,205,461
2013	4,707,070,384	70,606,056	14,412,568

GENERAL DEBT OBLIGATION

REVENUE					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
CURRENT AD VALOREM TAXES	$ 9,495,815	$ 9,363,157	$ 9,607,916	$ 1,310,632	$ 10,673,789
DELINQUENT AD VALOREM TAXES	86,476	55,000	55,000	(20,000)	35,000
PENALTIES AND INTEREST AD VALOREM	102,789	50,000	42,500	(20,000)	30,000
OTHER REVENUE	-	-	1,433,300	-	-
TRANSFER FROM 4A	3,479,714	3,482,411	3,482,411	(733)	3,481,679
TRANSFER FROM 4B	595,754	-	236,625	262,100	262,100
INTEREST INCOME	21,699	22,000	15,000	(7,000)	15,000
TOTAL REVENUE	**$ 13,782,247**	**$ 12,972,568**	**$ 14,872,752**	**$ 1,525,000**	**$ 14,497,568**

EXPENDITURES					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
CONTRACT SERVICES	-	-	11,418	13,000	13,000
BOND ISSUE COSTS	-	-	-	-	-
ARBITRAGE COMPLIANCE SERVICES	1,800	15,500	5,000	-	15,500
CONTRACTUAL SERVICES	**$ 1,800**	**$ 15,500**	**$ 16,418**	**$ 13,000**	**$ 28,500**
BOND PRINCIPAL - ALL	5,610,000	5,920,000	7,594,054	1,025,000	6,945,000
BOND INTEREST - ALL	6,973,045	7,685,461	6,833,391	(699,290)	6,986,171
UNLIMITED TAX BONDS - WCID	-	1,600,000	1,433,300	(1,118,604)	481,396
AGENT FEES - ALL	4,097	5,000	4,400	-	5,000
PAYMENT TO REF BOND ESCROW	-	-	-	-	-
PAYMENT TO 4B CORPORATION	-	-	-	-	-
TRANSFERS OUT	**$ 12,587,142**	**$ 15,210,461**	**$ 15,865,145**	**$ (792,893)**	**$ 14,417,568**
TOTAL EXPENDITURES	**$ 12,588,942**	**$ 15,225,961**	**$ 15,881,563**	**$ (779,893)**	**$ 14,446,068**

GENERAL DEBT OBLIGATION

FUND BALANCE SUMMARY		
FUND BALANCE - 9/30/2011	$ 4,131,099	
FY 2011-2012 PROJ. REVENUES	$ 14,872,752	
FY 2011-2012 PROJ. EXPENDITURES	15,881,563	
FY 2011-2012 CHANGE IN FUND BALANCE	(1,008,811)	
PROJ. FUND BALANCE - 9/30/2012	$ 3,122,288	
FY 2012-2013 ADOPTED REVENUES		$ 14,497,568
FY 2012-2013 ADOPTED EXPENDITURES		14,446,068
FY 2012-2013 CHANGE IN FUND BALANCE		51,500
PROJ. FUND BALANCE 9/30/2013		$ 3,173,788

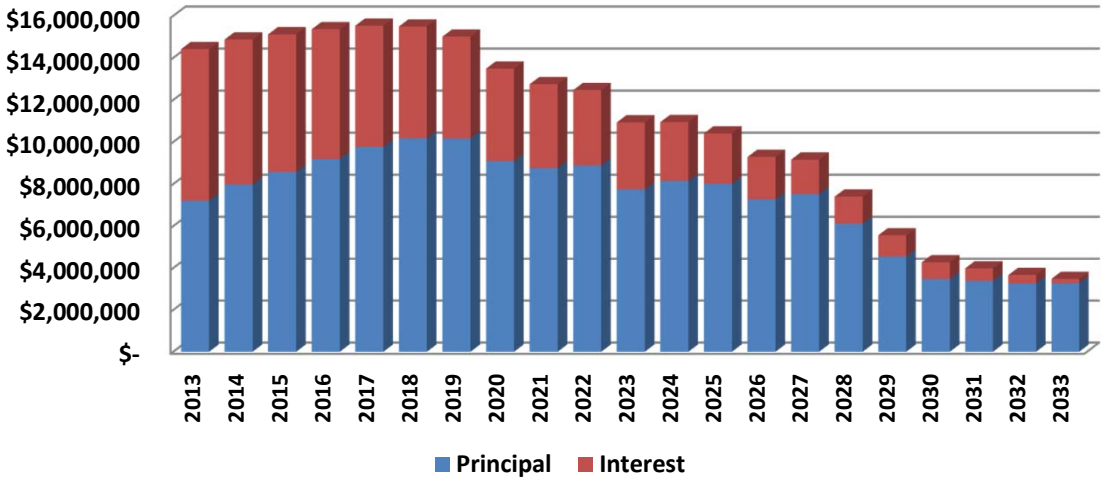
GENERAL DEBT BY ISSUANCE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET
CONTRACT SERVICES	$ -	$ -	$ 11,418	$ 13,000
BOND ISSUE COSTS	-	-	-	-
ARBITRAGE COMPLIANCE SERVICES	1,800	15,500	5,000	15,500
TOTAL	**$ 1,800**	**$ 15,500**	**$ 16,418**	**$ 28,500**
AGENT FEES - CERT'S OF OBLIG.	$ 4,097	$ 5,000	$ 4,400	$ 5,000
BOND PRINCIPAL 2001 C OF O	145,000	-	-	-
BOND INTEREST 2001 C OF O	52,219	-	-	-
BOND PRINCIPAL 2002 G.O.	885,000	-	-	-
BOND INTEREST 2002 G.O.	62,820	-	-	-
BOND PRINCIPAL-2003 REF	190,000	210,000	210,000	210,000
BOND INTEREST-2003 REF	24,644	18,040	18,039	10,900
BOND PRINCIPAL- 2004 GO	310,000	320,000	320,000	335,000
BOND INTEREST - 2004 BONDS	232,463	222,853	131,427	29,598
BOND PRINCIPAL - 2005 GO R & I	1,685,000	1,760,000	3,024,054	1,625,000
BOND INTEREST - 2005 GO R & I	1,417,700	1,331,575	1,108,683	847,775
BOND PRINCIPAL 2005 T/R C OF O	110,000	115,000	115,000	120,000
BOND INTEREST 2005 T/R C OF O	78,474	73,973	61,602	44,532
BOND PRINCIPAL 2006 GO R & I	400,000	420,000	420,000	675,000
BOND INTEREST 2006 GO R & I	832,580	816,180	816,180	794,280
BOND PRINCIPAL 2006 T/R C OF O	145,000	150,000	150,000	155,000
BOND INTEREST 2006 T/R C OF O	42,500	36,600	36,600	30,500
BOND PRINCIPAL 2007 GO	310,000	330,000	330,000	345,000
BOND INTEREST 2007 GO	385,091	368,291	244,387	102,766
BOND PRINCIPAL 2008 GO	-	-	-	870,000
BOND INTEREST 2008 GO	840,105	1,600,000	840,105	822,705
BOND PRINCIPAL 2008 CO	985,000	1,030,000	985,000	1,075,000
BOND INTEREST 2008 CO	2,494,175	2,452,410	2,473,292	2,406,679
BOND PRINCIPAL 2009 GO	170,000	160,000	160,000	-
BOND INTEREST 2009 GO	483,781	480,481	480,481	478,881
BOND PRINCIPAL 2009 GO REF	275,000	280,000	280,000	75,000
BOND INTEREST 2009 GO REF	23,955	19,075	19,075	15,525
BOND PRINCIPAL 2010 CO REF			205,000	205,000
BOND INTEREST 2010 CO REF			31,625	57,100
BOND PRINCIPAL 2011 GO REF & IMP	-	1,145,000	1,395,000	945,000
BOND INTEREST - 2011 GO REF & IMP	2,538	265,983	286,251	205,450
BOND PRINCIPAL 2012 GO REF & IMP	-	-	-	310,000
BOND INTEREST - 2012 GO REF & IMP	-	-	285,645	1,139,481
UNLIMITED TAX BONDS - WCID	-	-	1,433,300	481,396
PAYMENT TO REF BOND ESCROW	-	-	-	-
PAYMENT TO 4B CORPORATION	-	-	-	-
TOTAL	**$ 12,587,142**	**$ 13,610,461**	**$ 15,865,145**	**$ 14,417,568**

GENERAL DEBT OBLIGATIONS

Year	Principal	Interest	Total P+I
2013	$ 7,205,000	$ 7,207,568	$ 14,412,568
2014	7,975,000	6,895,653	14,870,653
2015	8,575,000	6,542,376	15,117,376
2016	9,190,000	6,170,638	15,360,638
2017	9,770,000	5,759,632	15,529,632
2018	10,180,000	5,310,068	15,490,068
2019	10,170,000	4,841,657	15,011,657
2020	9,090,000	4,396,625	13,486,625
2021	8,760,000	3,986,275	12,746,275
2022	8,885,000	3,580,166	12,465,166
2023	7,745,000	3,186,594	10,931,594
2024	8,145,000	2,799,183	10,944,183
2025	8,010,000	2,396,475	10,406,475
2026	7,275,000	2,012,070	9,287,070
2027	7,525,000	1,635,027	9,160,027
2028	6,115,000	1,286,863	7,401,863
2029	4,545,000	1,017,100	5,562,100
2030	3,475,000	799,995	4,274,995
2031	3,385,000	599,778	3,984,778
2032	3,260,000	404,263	3,664,263
2033	3,275,000	206,653	3,481,653
Total	**$ 1,600,000**	**$ 74,685,202**	**$ 229,150,202**

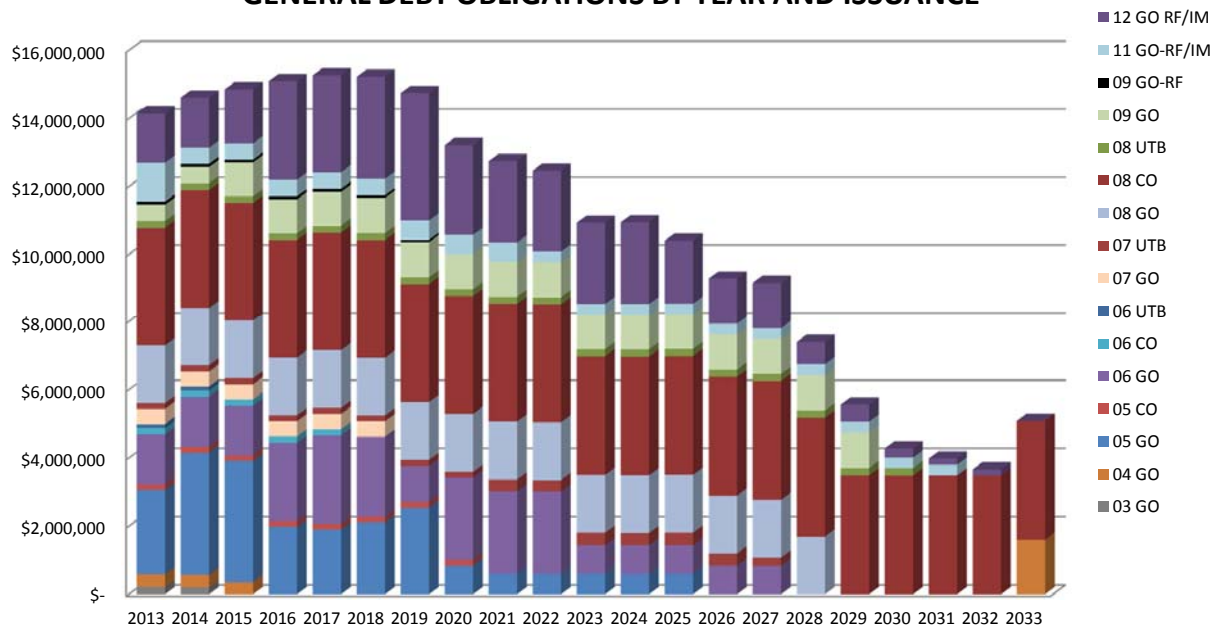
GENERAL DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



GENERAL DEBT OBLIGATIONS BY DEBT ISSUANCE

Year	2003 GENERAL OBLIGATION	2004 GENERAL OBLIGATION	2005 GENERAL OBLIGATION	2005 CERTIFICATE OF OBLIGATION	2006 GENERAL OBLIGATION	2006 CERTIFICATE OF OBLIGATION	2006 UNLIMITED TAX BONDS - WCID DEBT	2007 GENERAL OBLIGATION	2007 UNLIMITED TAX BONDS - WCID DEBT
2013	$ 220,900	$ 364,598	$ 2,472,780	$ 164,532	$ 1,469,280	$ 185,500	$ 109,745	$ 447,766	$ 174,273
2014	208,639	363,289	3,581,030	164,554	1,471,680	184,200	119,370	444,260	176,673
2015	-	361,212	3,550,905	164,214	1,448,380	187,600	-	444,835	178,873
2016	-	-	1,979,405	163,684	2,297,080	185,700	-	446,360	175,873
2017	-	-	1,899,530	167,871	2,590,480	183,600	-	448,830	172,873
2018	-	-	2,117,280	161,745	2,340,355	-	-	449,900	174,873
2019	-	-	2,539,405	165,332	1,062,630	-	-	-	176,673
2020	-	-	843,905	163,500	2,408,425	-	-	-	178,273
2021	-	-	596,204	-	2,413,373	-	-	-	354,673
2022	-	-	594,755	-	2,410,463	-	-	-	343,603
2023	-	-	600,255	-	838,750	-	-	-	362,533
2024	-	-	598,130	-	839,375	-	-	-	355,083
2025	-	-	599,630	-	838,250	-	-	-	367,425
2026	-	-	-	-	840,250	-	-	-	358,730
2027	-	-	-	-	835,375	-	-	-	239,660
2028	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	1,600,000	-	-	-	-	-	-	-
Total	**$ 429,539**	**$ 2,689,099**	**$ 21,973,214**	**$ 1,315,432**	**$ 24,104,145**	**$ 926,600**	**$ 229,115**	**$ 2,681,951**	**$ 3,790,085**

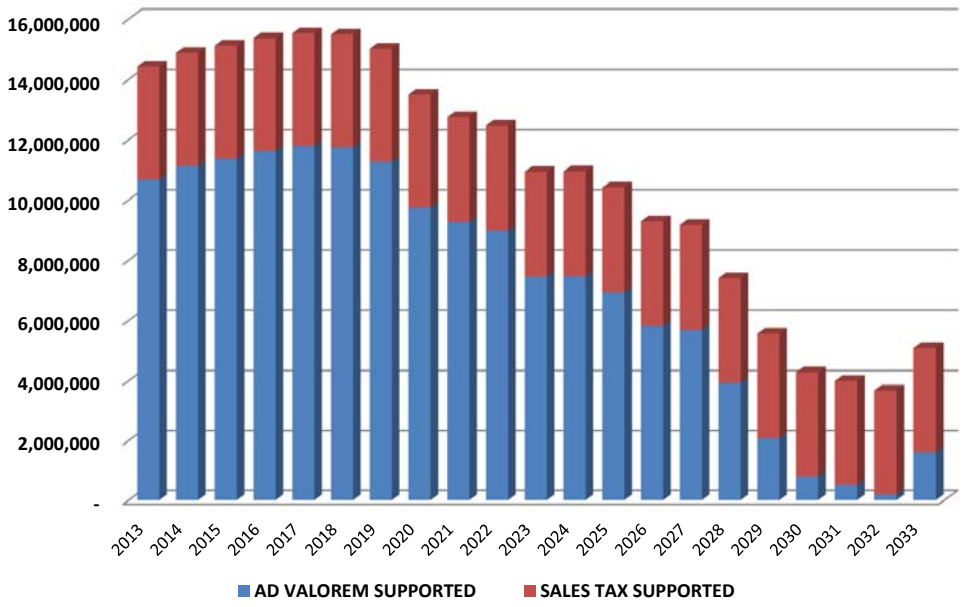
GENERAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



GENERAL DEBT OBLIGATIONS BY DEBT ISSUANCE

Year	2008 GENERAL OBLIGATION	2008 CERTIFICATE OF OBLIGATION	2008 UNLIMITED TAX BONDS - WCID DEBT	2009 GENERAL OBLIGATION	2009 GENERAL OBLIGATION - REFUNDING	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION REF & IMP
2013	$ 1,692,705	$ 3,481,679	$ 197,379	$ 478,881	$ 90,525	$ 262,100	$ 1,150,450	$ 1,449,481
2014	1,697,105	3,481,799	198,223	478,881	93,775	265,950	478,150	1,463,081
2015	1,695,005	3,482,799	193,973	1,002,256	76,800	264,500	485,800	1,580,231
2016	1,696,405	3,479,389	195,823	1,002,456	84,513	267,900	491,575	2,894,481
2017	1,696,205	3,481,404	202,358	1,000,156	86,800	261,000	487,050	2,851,481
2018	1,694,405	3,484,064	208,390	1,035,281	74,000	264,100	487,300	2,998,381
2019	1,695,905	3,481,728	203,953	1,037,906	66,300	266,900	570,975	3,743,956
2020	1,694,883	3,478,968	204,390	1,037,381	-	268,774	570,800	2,637,331
2021	1,695,455	3,481,098	204,515	1,034,081	-	-	572,800	2,394,081
2022	1,692,396	3,483,008	209,385	1,034,681	-	-	314,300	2,382,581
2023	1,696,013	3,479,408	208,730	1,034,081	-	-	315,500	2,396,331
2024	1,696,145	3,480,298	212,730	1,036,672	-	-	316,300	2,409,456
2025	1,696,908	3,483,258	211,330	1,036,800	-	-	311,800	1,861,081
2026	1,693,240	3,483,826	214,565	1,034,378	-	-	312,000	1,350,081
2027	1,695,743	3,481,694	212,390	1,034,784	-	-	311,800	1,348,581
2028	1,694,306	3,481,554	215,010	1,037,725	-	-	316,100	657,169
2029	-	3,482,790	217,220	1,042,950	-	-	314,900	504,241
2030	-	3,480,938	218,820	-	-	-	313,300	261,938
2031	-	3,483,991	-	-	-	-	316,200	184,588
2032	-	3,481,001	-	-	-	-	-	183,263
2033	-	3,481,653	-	-	-	-	-	-
Total	**$ 27,122,823**	**$ 73,116,337**	**$ 3,729,181**	**$ 16,399,353**	**$ 572,713**	**$ 2,121,224**	**$ 8,437,100**	**$ 35,551,816**

GENERAL DEBT OBLIGATIONS BY TAX SUPPORT



UTILITY DEBT SERVICE

REVENUE					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
INTEREST INCOME	$ 35,365	$ 22,000	$ 20,000	$ -	$ 22,000
TRANSFER-IN - UTILITY FUND	7,032,914	7,189,617	7,110,784	(21,880)	7,167,737
TRANSFER-IN FROM FUND 745	274,037	-	-	-	-
TOTAL REVENUE	**$ 7,342,316**	**$ 7,211,617**	**$ 7,130,784**	**$ (21,880)**	**$ 7,189,737**

EXPENDITURES					
CATEGORY	**FY 2010-2011 ACTUAL**	**FY 2011-2012 BUDGET**	**FY 2011-2012 PROJECTED**	**BUDGET ADJUSTMENTS**	**FY 2012-2013 BUDGET**
CONTRACT SERVICES	-	-	-	-	-
BOND ISSUE COSTS	-	-	-	-	-
CONTRACTUAL SERVICES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
BOND PRINCIPAL - ALL	3,445,000	4,975,000	4,320,000	(475,000)	4,500,000
BOND INTEREST - ALL	1,923,000	1,903,655	2,790,784	764,082	2,667,737
ARBITRAGE REBATE	-	15,000	5,000	-	15,000
AGENT FEES	1,400	2,500	2,500	-	2,500
TRANSFERS OUT	**$ 5,369,400**	**$ 6,896,155**	**$ 7,118,284**	**$ 289,082**	**$ 7,185,237**
TOTAL EXPENDITURES	**$ 5,369,400**	**$ 6,896,155**	**$ 7,118,284**	**$ 289,082**	**$ 7,185,237**

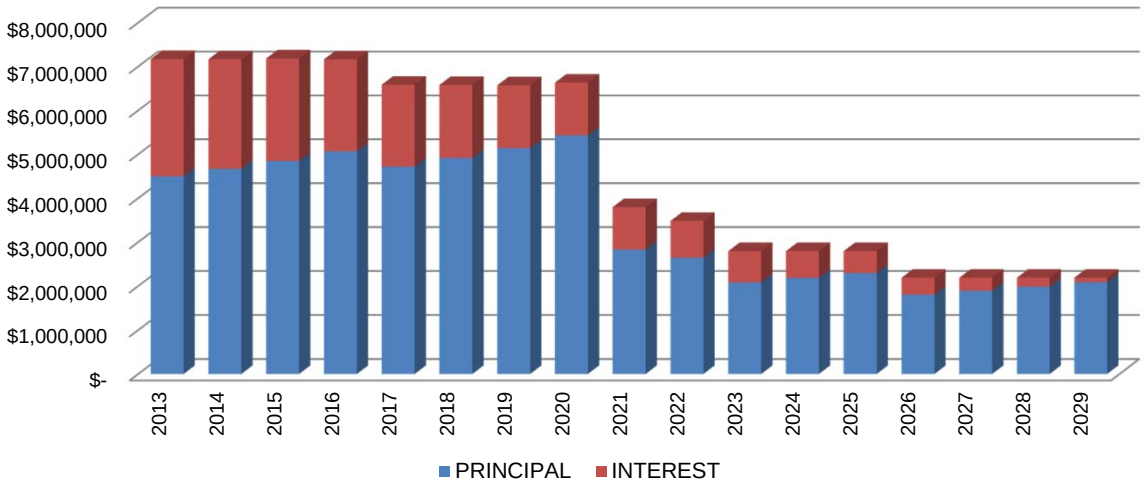
UTILITY DEBT BY ISSUANCE

CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	FY 2012-2013 BUDGET
CONTRACT SERVICES	$ -	$ -	$ -	$ -
TOTAL CONTRACT SERVICES	**$ -**	**$ -**	**$ -**	**$ -**
AGENT FEES	$ 1,400	$ 2,500	$ 2,500	$ 2,500
2002 REVENUE BONDS-PRINCIPAL	265,000	-	-	-
2002 REVENUE BONDS-INTEREST	31,868	-	-	-
2003 COMB T/R REF-PRINCIPAL	-	-	-	-
2003 COMB T/R REF-INTEREST	-	-	-	-
05 COMB TAX & REV C.O.-PRINC	32,500	-	-	-
05 COMB TAX & REV CO-INTERES	487	-	-	-
2005 RV & RF BONDS - PRINCIP	1,625,000	1,700,000	1,700,000	1,795,000
2005 RV & RF BONDS - INTERES	1,252,762	1,171,512	1,061,737	866,962
2006 GO R & I - PRINCIPAL	-	-	-	365,000
2006 GO R & I - INTEREST	30,200	30,200	30,200	22,900
2007 RV & RF BONDS - PRINCIP	695,000	715,000	715,000	755,000
2007 RV & RF BONDS - INTERES	522,413	494,612	494,613	466,013
2009 REV - PRINICPAL	-	1,155,000	500,000	1,043,288
2009 REV - INTEREST	1,043,286	94,824	1,043,288	1,033,288
2009 GO REF - PRINICPAL	1,125,000	1,155,000	1,155,000	770,000
2009 GO REF - INTEREST	117,624	94,824	94,825	75,575
2011 GO REF - PRINICPAL	-	250,000	250,000	305,000
2011 GO REF - INTEREST	-	17,683	17,684	9,250
2012 GO REF - PRINICPAL	-	-	-	-
2012 GO REF - INTEREST	-	-	48,438	193,750
ARBITRAGE REBATE	-	15,000	5,000	15,000
TOTAL TRANSFERS OUT	**$ 6,742,540**	**$ 6,896,155**	**$ 7,118,284**	**$ 7,718,525**

UTILITY DEBT OBLIGATIONS

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2013	$ 4,500,000	$ 2,667,737	$ 7,167,737
2014	4,665,000	2,498,700	7,163,700
2015	4,845,000	2,337,675	7,182,675
2016	5,065,000	2,097,462	7,162,462
2017	4,715,000	1,868,062	6,583,062
2018	4,915,000	1,663,425	6,578,425
2019	5,140,000	1,430,675	6,570,675
2020	5,430,000	1,201,975	6,631,975
2021	2,825,000	970,887	3,795,887
2022	2,640,000	839,925	3,479,925
2023	2,080,000	712,750	2,792,750
2024	2,185,000	608,500	2,793,500
2025	2,295,000	499,125	2,794,125
2026	1,800,000	388,000	2,188,000
2027	1,890,000	298,000	2,188,000
2028	1,985,000	203,500	2,188,500
2029	2,085,000	104,250	2,189,250
TOTAL	**$ 59,060,000**	**$ 20,390,646**	**$ 79,450,646**

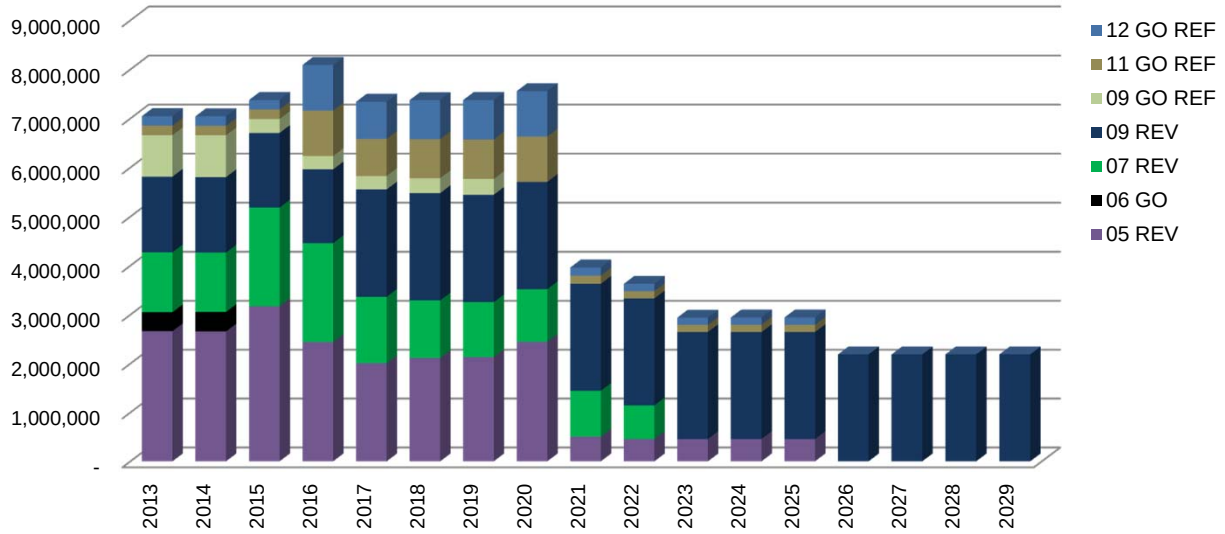
UTILITY DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



UTILITY DEBT OBLIGATIONS BY DEBT ISSUANCE

FISCAL YEAR	2005 REVENUE BONDS	2006 GENERAL OBLIGATION	2007 REVENUE BONDS	2009 REVENUE BONDS	2009 GENERAL OBLIGATION	2011 GENERAL OBLIGATION	2012 GENERAL OBLIGATION
2013	2,661,962	387,900	1,221,013	1,543,288	845,575	314,250	193,750
2014	2,657,212	397,800	1,210,813	1,538,088	852,938	313,100	193,750
2015	3,173,212	-	2,009,813	1,521,500	284,400	-	193,750
2016	2,438,712	-	2,019,563	1,503,750	271,688	-	928,750
2017	2,004,712	-	1,359,813	2,188,600	273,288	-	756,650
2018	2,112,712	-	1,178,813	2,187,450	303,300	-	796,150
2019	2,131,462	-	1,124,013	2,188,900	321,300	-	805,000
2020	2,444,962	-	1,074,813	2,186,700	-	-	925,500
2021	503,212	-	939,800	2,187,500	-	-	165,375
2022	456,000	-	688,050	2,187,000	-	-	148,875
2023	457,250	-	-	2,188,000	-	-	147,500
2024	457,500	-	-	2,185,250	-	-	150,750
2025	456,750	-	-	2,188,750	-	-	148,625
2026	-	-	-	2,188,000	-	-	-
2027	-	-	-	2,188,000	-	-	-
2028	-	-	-	2,188,500	-	-	-
2029	-	-	-	2,189,250	-	-	-
TOTAL	**$ 21,955,658**	**$ 785,700**	**$ 12,826,500**	**$ 34,548,525**	**$ 3,152,488**	**$ 627,350**	**$ 5,554,425**

UTILITY DEBT OBLIGATIONS BY YEAR AND ISSUANCE



This page is left blank intentionally.

CIP BUDGET

The Capital Improvement Project Budget describes the large, multi-year projects which provide new or improved City infrastructure. The City has a General Projects CIP fund for transportations projects, park and recreation improvements, and municipal facilities, and a Utility Project CIP Fund for water and wastewater infrastructure improvements. The CIP section includes a summary of projects to begin or continue in the adopted year, detail sheets on new projects, summary of operating budget impact of the new projects, and a General Projects map.

This page is left blank intentionally.

FY 2012-2013 GENERAL CAPITAL IMPROVEMENT PROJECTS

Project Name	Prior Funding	FY12 Funding	Total Funding to Date	FY 13 Funding	Project Life Budget
PARKS					
ADA Pool Lifts	$ -	$ 18,000	$ 18,000	$ -	$ 18,000
Land Acquisition	2,050,000	-	2,050,000	-	2,050,000
Parks Maintenance Facility	157,500	-	157,500	-	157,500
Parks Warning System	-	20,000	20,000	-	20,000
Re-Plaster Buttercup Pool	-	47,000	47,000	-	47,000
Veterans Memorial Park	6,491,486	-	6,491,486	-	6,491,486
TOTAL PARKS PROJECTS	**$ 8,698,986**	**$ 85,000**	**$ 8,783,986**	**$ -**	**$ 8,783,986**
TRANSPORTATION AND DRAINAGE					
183 right Turn Lanes at New Hope	$ -	$ 250,000	$ 250,000	$ -	$ 250,000
Anderson Mill Road South	3,839,254	-	3,839,254	-	3,839,254
Bagdad Road	-	4,230,000	4,230,000	-	4,230,000
BMC Drive Extension	-	1,000,000	1,000,000	-	1,000,000
Brushy Creek Road (183A to Parmer Lane)	3,959,289	-	3,959,289	-	3,959,289
Brushy Creek Road (Parmer Lane to Arrowhead Trail)	3,872,120	-	3,872,120	-	3,872,120
Brushy Creek Road Reconstruction (S. Mustang Ave. to S. Cougar Ave.)	400,000	-	400,000	-	400,000
Cottonwood Creek Trail (RM 1431 to New Hope Drive)	880,000	1,380,000	2,260,000	-	2,260,000
New Hope Dr. (Bagdad to Lakeline)	5,276,000	-	5,276,000	-	5,276,000
New Hope Dr. (Lakeline to RM 1431)	6,604,048	-	6,604,048	-	6,604,048
Old ROW Acquisition	-	750,000	750,000	-	750,000
Park Street (Lakeline-183A)	3,977,000	-	3,977,000	-	3,977,000
Park Street / US 183 Intersection Improvement Project	964,460	-	964,460	-	964,460
RM 1431 (183A to CR 185)	5,626,646	-	5,626,646	-	5,626,646
RM 1431 / (Parmer to Sam Bass)	800,000	-	800,000	-	800,000
RM 1431 / Vista Ridge Bld. Intersection Improvements	530,000	-	530,000	-	530,000
TOTAL TRANSPORTATION AND DRAINAGE PROJECTS	**$ 36,728,817**	**$ 7,610,000**	**$ 44,338,817**	**$ -**	**$ 44,338,817**
MUNICIPAL PROJECTS					
City-Hall Campus	$ 5,500,000	$ -	$ 5,500,000	$ -	$ 5,500,000
Fire Station #2 Roof Repairs	318,520	-	318,520	-	318,520
Fire Station #5	590,000	-	590,000	-	590,000
Fuel Pumps	-	63,971	63,971	-	63,971
Library Access Control	-	9,517	9,517	-	9,517
Library Circulation Desk	-	19,778	19,778	-	19,778
Library Remodel	53,000	-	53,000	-	53,000
Municipal Court Glass	-	50,000	50,000	-	50,000
Public Safety Technology Project	-	855,000	855,000	-	855,000
TOTAL MUNICIPAL PROJECTS	**$ 6,461,520**	**$ 998,266**	**$ 7,459,786**	**$ -**	**$ 7,459,786**
TOTAL ALL GENERAL PROJECTS	**$ 51,889,323**	**$ 8,693,266**	**$ 60,582,589**	**$ -**	**$ 60,582,589**

FY 2012-2013 GENERAL CAPITAL IMPROVEMENT PROJECTS O&M IMPACT

Fiscal Year	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
Parks Projects					
ADA Pool Lifts	Minimal O&M costs are related to adding ADA pool lifts at all City pools and should be absorb in the Park and Recreations Department's current maintenance budget.				
Land Acquisition	No O&M costs are related to this project as new acreage requires minimum maintenance / upkeep.				
Parks Maintenance Facility	No O&M costs are related to this project as the facility is being built to replace the current facility which has become outdated and too small for the current staff and equipment needs.				
Parks Warning System	No O&M costs are related to this project as the sirens are currently in service but are being relocated to parks facilities.				
Re-Plaster Buttercup Pool	No O&M costs are related to this maintenance project for the pool and should help prevent additional annual maintenance need and water leakage.				
Veterans Memorial Park	This project requires one Maintenance Worker and additional supplies which was included in the FY 2010-2011 Adopted Budget				
Personnel Services	$ 34,891	$ 35,763	$ 36,657	$ 37,574	$ 38,513
Materials & Supplies	3,000	3,075	3,152	3,231	3,311
Occupancy	4,000	4,100	4,203	4,308	4,415
Other Charges	740	759	777	797	817
Total	**$ 42,631**	**$ 43,697**	**$ 44,789**	**$ 45,909**	**$ 47,057**
Total Park Projects O&M Impact	**$ 42,631**	**$ 43,697**	**$ 44,789**	**$ 45,909**	**$ 47,057**
Transportation Projects					
183 right Turn Lanes at New Hope	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Anderson Mill Road South	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Bagdad Road	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
BMC Drive Extension	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Brushy Creek Road (183A to Parmer Lane)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Brushy Creek Road (Parmer Lane to Arrowhead Trail)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Brushy Creek Road Reconstruction (S. Mustang Ave. to S. Cougar Ave)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				

FY 2012-2013 GENERAL CAPITAL IMPROVEMENT PROJECTS O&M IMPACT

Fiscal Year	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
Transportation Projects (Continued)					
Cottonwood Creek Trail (RM 1431 to New Hope Drive)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
New Hope Dr. (Lakeline to RM 1431)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Old ROW Acquisition	No O&M costs are related to this project as it is the final close-out cost of the project.				
Park Street (Lakeline-183A)	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Park Street / US 183 Intersection Improvement Project	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
RM 1431 (183A to CR 185)	No O&M costs are related to this project because it is a state highway being improved thru a cost-sharing between TX-Dot , Williamson County and the City and TX-Dot is responsible for maintenance of				
RM 1431 / (Parmer to Sam Bass)	No O&M costs are related to this project because it is a state highway being improved thru a cost-sharing between TX-Dot and the City. TX-Dot is responsible for maintenance of state highways.				
RM 1431 / Vista Ridge Bld. Intersection Improvements	No O&M costs are related to this project as it is an improvement of an existing roadway and non-maintenance issues of the new roadway will be covered by warranty contracts.				
Total Transportation Projects O&M Impact	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Municipal Projects					
City-Hall Campus	No O&M costs are related to this project as the new City-Hall Campus will replace the current City-hall resulting in similar O&M occupancy and maintenance costs.				
Fire Station #2 Roof Repairs	No O&M costs are related to this project as the new roof replace the current roof which is leaking.				
Fire Station #5 - Land Acquisition	No O&M costs are related to this project as this project will only provide the land needed for the future site of Fire Station #5, but the timing construction and opening have not been set.				
Fuel Pumps	No O&M costs are related to this project as this is an upgrade of existing fuel pumps at the Service Center.				
Library Access Control	No O&M costs are related to this project as this is an upgrade of existing security access control system at the Library.				
Library Circulation Desk	No O&M costs are related to this project as this is a remodel of the current circulation desk.				
Library Remodel	No O&M costs are related to this project as this project will repurpose the Council Chambers in the Library and create an internet café area at the front of the building along.				
Municipal Court Glass	No O&M costs are related to this project as this is a one-time facility improvement to the Municipal Court.				
Public Safety Technology Project	No O&M costs are related to this project as it replaces the current public safety dispatch and communications system and the on-going maintenance contracts are similar in costs.				
Total Municipal Projects O&M Impact	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Total General CIP O&M Impact	**$ 42,631**	**$ 43,697**	**$ 44,789**	**$ 45,909**	**$ 47,057**

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Parks
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # **P04**
Project Name **ADA Pool Lifts**

Incode Acct #

Total Project Cost: **$18,000**

Description

Improve accessibility of pools by removing barriers of pool entry for the community by installing 5 (five) ADA compliant pool lifts.

Justification

Increase accessibility to all pool patrons wishing to swim at the pools, thus providing better service to all the community.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					18,000	18,000
Total					18,000	18,000

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					18,000	18,000
Total					18,000	18,000

Budget Impact/Other

Minimal O&M costs are related to adding ADA pool lifts at all City pools and should be absorb in the Park and Recreations Department's current maintenance budget.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Parks
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # P02
Project Name Parks Warning System

Incode Acct #

Total Project Cost: $20,000

Description

This project will move warning sirens located at Fire Stations to parks to warn of inclement weather.

Justification

The parks need warning sirens to alert park users that inclement weather is near.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					20,000	20,000
Total					20,000	20,000

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					20,000	20,000
Total					20,000	20,000

Budget Impact/Other

No O&M costs are related to this project as the sirens are currently in service but are being relocated to parks facilities.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Parks
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # **P03**
Project Name **Re-Plaster Buttercup Pool**

Incode Acct #

Total Project Cost: **$47,000**

Description

Re-plaster Buttercup pool. Pool walls are more than five years past due of being re-plastered. The last time the pool was re-plastered was before 1995.

Justification

Currently, the pool surface is extremely rough, uneven and discolored. In addition, there are sections of the existing pool plaster that are detaching from the wall. The improvements would provide a better quality community pool, especially the Buttercup Creek residence, with a smooth pool surface.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
01 - Construction					47,000	47,000
Total					47,000	47,000

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					47,000	47,000
Total					47,000	47,000

Budget Impact/Other

No O&M costs are related to this maintenance project for the pool and should help prevent additional annual maintenance need and water leakage.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Facilities
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # F06
Project Name Fuel Pumps

Incode Acct #

Total Project Cost: $63,971

Description

The proposed fuel system consists of a new gasoline pump, new diesel pump, and Fuel Master hard-ware / software. Fuel Master will be incorporated from all fuel sources (including Propane Auto Gas) at field operations and reported to the fleet manager and new fleet management software.

Justification

The current fueling system was installed in 1998 and has become mechanically unreliable. Due to the age of the pumps, it has become difficult to find repair components. In addition, the existing fuel system is a key card system intended to authorize the pump for use and does not provide any fuel management capabilities.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					63,971	63,971
Total					63,971	63,971

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					63,971	63,971
Total					63,971	63,971

Budget Impact/Other

No O&M costs are related to this project as this is an upgrade of existing fuel pumps at the Service Center.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Facilities
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # F08
Project Name Library Access Control

Incode Acct #

Total Project Cost: $9,517

Description

To upgrade the Library's access control/security system to be on the same system as the rest of the City.

Justification

The current access control system was installed in 2001 and is no longer being tested or supported for new products. This request includes the software, hardware, and the contract labor necessary for a migration to the system already in use by other City departments.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					9,517	9,517
Total					9,517	9,517

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					9,517	9,517
Total					9,517	9,517

Budget Impact/Other

No O&M costs are related to this project as this is an upgrade of existing security access control system at the Library.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Facilities
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # F07
Project Name Library Circulation Desk

Incode Acct #

Total Project Cost: $19,778

Description

Replace the existing circulation desk to by lengthening the desk to increase available workspace, increasing visibility of the main library area, and extending the desk to the wall on one side and installing a swinging gate on the other side so that only authorized staff members can go behind the circulation desk.

Justification

This is the primary point of service for all circulation transactions, fee payments, and customer service transactions. The current desk has poor line of sight from the main service window so that patrons cannot always see that staff are available and vice versa. It also has open sides, which means that occasionally unauthorized persons walk behind the desk in to the staff area.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					19,778	19,778
Total					19,778	19,778

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					19,778	19,778
Total					19,778	19,778

Budget Impact/Other

No O&M costs are related to this project as this is a remodel of the current circulation desk.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Facilities
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # F09
Project Name Municipal Court Glass

Incode Acct #

Total Project Cost: $50,000

Description

To replace the metal-bar gate that is currently in place at the court's front counters with security glass.

Justification

Staff will have an increased security measure in place at the court's front counter, and the appearance will be greatly improved from the public's point of view.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
01 - Construction					46,000	46,000
03 - Design					4,000	4,000
Total					50,000	50,000

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					50,000	50,000
Total					50,000	50,000

Budget Impact/Other

No O&M costs are related to this project as this is a one-time facility improvement to the Municipal Court.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Facilities
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority n/a

Project # F05
Project Name Public Safety Technology Project

Incode Acct #

Total Project Cost: $855,000

Description

The purpose of this request is to purchase a new CAD system for public safety.

The new system would include:
-Computer Aided Dispatch (CAD)
-Records Management System (RMS) with multiple modules to assist with tracking of animal control calls, crime analysis, residential security watch, and mugshot display
-Mobile Field Reporting (MFR)
-Mobile data (mapping and call information on mobile data terminals in responder vehicles
-P2C (Police to Citizen, a web-based solution to allow citizens to retrieve data related to open records)
-Ops CAD and RMS (web-based solutions to allow for passing of information to other law enforcement agencies with OSSI)

Justification

-The department will be more easily able to share information on critical incidents, crimes, fires, medical emergencies, etc. with other agencies and conversely, to receive information shared by other departments.
-The new CAD system will enable CAD to CAD communications between Cedar Park, Georgetown, Round Rock, and Williamson County, thus reducing the need for phone calls to transfer call information and enabling searches via "P2P" (Police to Police) with all existing customers, regardless of location.
-Mapping and Mobile capabilities will allow for turn by turn directions for responders and for "dispatching by proximity", which means the CAD system will suggest a unit to send to a call based on the call type, the available units, and their locations.
-Mobile Field Reporting will allow units to complete reports remotely and electronically submit them for approval; this will significantly reduce report processing times.
-P2C (Police to Citizen) will enable citizens to request information on reports or calls for service via a publicly accessible website; this should significantly reduce hours spent processing open records request by both Police Department and Legal Department personnel.
-A Crime Analysis Module will assist detectives in identifying high crime areas and will allow the department to put into place programs to target and reduce crime in those areas.
-An Animal Control Module will allow Animal Control staff to more accurately and easily maintain data on every animal handled by animal control.

Expenditures	FY 08	FY 09	FY 10	FY 11	FY 12	Total
15 - Equipment					855,000	855,000
Total					855,000	855,000

Funding Sources	FY 08	FY 09	FY 10	FY 11	FY 12	Total
General Fund PAYGO					855,000	855,000
Total					855,000	855,000

Budget Impact/Other

No O&M costs are related to this project as it replaces the current public safety dispatch and communications system and the on-going maintenance contracts are similar in costs.

FY 2012-2013 UTILITY CAPITAL IMPROVEMENT PROJECTS

Project Name	Prior Funding	FY12 Funding	FY 13 Funding	Future Funding	Project Life Budget
BCRUA DEBT					
BCRUA Phase I	$ 15,043,228	$ 5,200,000	$ -	$ -	$ 20,243,228
BCRUA Phase II	-	-	-	40,000,000	40,000,000
BCRUA DEBT TOTAL	**$ 15,043,228**	**$ 5,200,000**	**$ -**	**$ 40,000,000**	**$ 60,243,228**
WATER PROJECTS - CIF FUNDED					
BCRUA Phase II	$ 350,000	$ -	$ -	$ -	$ 350,000
New Hope Drive 183A to CR 185 Waterline	491,000	-	109,000	-	600,000
WATER PROJECTS - CIF FUNDED TOTAL	**$ 841,000**	**$ -**	**$ 109,000**	**$ -**	**$ 950,000**
WASTEWATER PROJECTS - CIF FUNDED					
Cottonwood WW Interceptor	$ 150,000	$ 1,143,288	$ -	$ 3,506,712	$ 4,800,000
New Hope Drive 183A to CR 185 Wastewater	125,000	-	100,000	-	225,000
Ronald Reagan WW improvements	360,000	400,000	-	-	760,000
Spanish Oak Lift Station	-	-	-	200,000	200,000
Spanish Oaks Interceptor	-	-	1,350,000	-	1,350,000
WASTEWATER PROJECTS - CIF FUNDED TOTAL	**$ 635,000**	**$ 1,543,288**	**$ 1,450,000**	**$ 3,706,712**	**$ 7,335,000**
WATER PROJECTS					
Brushy Creek Transmission Main	$ 1,571,171	$ -	$ -	$ -	$ 1,571,171
Field Operation Misc. Improvements	200,000	-	500,000	-	700,000
Floating Raw Water Intake Contingency Project	4,436,000	800,000	-	-	5,236,000
Lakeline/Old Mill Waterline	60,000	150,000	40,000	-	250,000
SCADA Upgrades	500,000	-	-	-	500,000
Service Center Expansion-Construction	1,844,000	2,000,000	-	-	3,844,000
Water Meter Program Update	2,720,551	-	250,000	-	2,970,551
WATER PROJECTS TOTAL	**$ 11,331,722**	**$ 2,950,000**	**$ 790,000**	**$ -**	**$ 15,071,722**
WASTEWATER PROJECTS					
BCRWWS Interceptor and Inspections	$ -	$ -	$ 150,000	$ -	$ 150,000
BCRWWS West Plant Improvements	-	675,000	25,000	-	700,000
Buttercup Replacement	256,211	2,500,000	100,000	-	2,856,211
Cottonwood WW Interceptor	300,000	1,206,712	2,000,000	-	3,506,712
Garner Influent Line Replacement	115,000	-	-	-	115,000
WASTEWATER PROJECTS TOTAL	**$ 671,211**	**$ 4,381,712**	**$ 2,275,000**	**$ -**	**$ 7,327,923**
TOTAL WATER PROJECTS	**27,215,950**	**8,150,000**	**899,000**	**40,000,000**	**76,264,950**
TOTAL WASTEWATER PROJECTS	**1,306,211**	**5,925,000**	**3,725,000**	**3,706,712**	**14,662,923**
TOTAL UTILITY CIP	**$ 28,522,161**	**$ 14,075,000**	**$ 4,624,000**	**$ 43,706,712**	**$ 90,927,873**

FY 2012-2013 UTILITY CAPITAL IMPROVEMENT PROJECTS O&M IMPACT

Fiscal Year	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
Water Projects					
BCRUA PHASE I	The BCRUA is handles the daily operations of the utility authority and the City will only incur an administrative charge.				
Contractual Services	435,140	446,019	457,169	468,598	480,313
Total	**$ 435,140**	**$ 446,019**	**$ 457,169**	**$ 468,598**	**$ 480,313**
BCRUA Phase II	The O&M costs are included in the Phase I administrative charge.				
Brushy Creek Transmission Main	No O&M costs are related to this project as it is an improvement of an existing waterline.				
Field Operation Misc. Improvements	No O&M costs are related to this project it is an improvement to the current facility.				
Floating Raw Water Intake Contingency Project	No O&M costs are related to this project as it is an upgrade to the current back-up water in-take				
Lakeline/Old Mill Waterline	No O&M costs are related to this project as it is an improvement of an existing waterline.				
New Hope Drive 183A to CR 185 Waterline	No O&M costs are related to this project as it is an improvement of an existing waterline.				
SCADA Upgrades	No O&M costs are related to this project as it is upgraded current infrastructure.				
Service Center Expansion-Construction	No O&M costs are related to this project as the facility is being built to replace the current facility which has become outdated and too small for the current staff and equipment needs.				
Water Meter Program Update	No O&M costs are related to this project it is an upgrade of residential and commercial meters which makes them more efficient. The time-savings created have already been factored into the Utility Fund Operating Budget.				
Total Water O&M Impact	**$ 435,140**	**$ 446,019**	**$ 457,169**	**$ 468,598**	**$ 480,313**
Wastewater Projects					
BCRWWS Interceptor and Inspections	This project continues the construction and improvements for the BCRWWS system and the related O&M costs are already included in the Utility Fund Operating Budget.				
BCRWWS West Plant Improvements	This project continues the construction and improvements for the BCRWWS system and the related O&M costs are already included in the Utility Fund Operating Budget.				
Buttercup Replacement	No O&M costs are related to this project as it is improving current infrastructure.				
Cottonwood WW Interceptor	No O&M costs are related to this project as it is improving current infrastructure.				
Garner Influent Line Replacement	No O&M costs are related to this project as it is improving current infrastructure.				
New Hope Drive 183A to CR 185 Wastewater	No O&M costs are related to this project as it is improving current infrastructure.				
Ronald Reagan WW Improvements	No O&M costs are related to this project as it is improving current infrastructure.				
Spanish Oak Lift Station	No O&M costs are related to this project as it is improving current infrastructure.				
Spanish Oaks Interceptor	There is minimal operation and maintenance impact for the additional wastewater line and will be absorb in the current Utilities' maintenance budget.				
Total Wastewater O&M Impact	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Total Utility CIP O&M Impact	**$ 435,140**	**$ 446,019**	**$ 457,169**	**$ 468,598**	**$ 480,313**

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Wastewater
Contact
Type Construction
Useful Life
Category Wastewater
Priority n/a

Project # S06
Project Name **Spanish Oak Interceptor**

Incode Acct #

Total Project Cost: **$1,350,000**

Description

The Spanish Oak Interceptor project is needed to provide wastewater service to developments along Spanish Oak Creek.

Justification

The Spanish Oak Interceptor project is part of the long range utility plan.

Future	
1,350,000	
Total	

Future	
1,350,000	
Total	

Budget Impact/Other

There is minimal operation and maintenance impact for the additional wastewater line and will be absorb in the current Utilities' maintenance budget.

Capital Improvement Plan
City of Cedar Park, Texas

FY 08 *thru* FY 12

Department Wastewater
Contact
Type Maintenance
Useful Life
Category Wastewater
Priority n/a

Project # S07
Project Name **BCRWWS Interceptor**

Incode Acct #

Total Project Cost: **$150,000**

Description

The BCRWWS Interceptor Inspection project includes the camera inspection and cleaning of the regional interceptor.

Justification

This is a requirement of TCEQ's Edwards Aquifer Rules.

Future
150,000
Total

Future
150,000
Total

Budget Impact/Other

This project continues the construction and improvements for the BCRWWS system and the related O&M costs are already included in the Utility Fund Operating Budget.

This page is left blank intentionally.

APPENDIX

The appendix provides additional information regarding the adopted budget, historical financial information, and the City. Included in this section are the budget and tax rate adoption ordinances, history of the City, City demographics, summary of FTEs, property tax analysis, sales tax analysis, and a glossary.

This page is left blank intentionally.

ORDINANCE NO. BF62.12.09.13.F1

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CEDAR PARK, TEXAS, ADOPTING A MUNICIPAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; ADOPTING A MUNICIPAL CAPITAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; APPROPRIATING FUNDS IN ACCORDANCE WITH THE BUDGET; PROVIDING FOR EFFECTIVE DATE AND ORDAINING OTHER RELATED MATTERS.

WHEREAS, the City Manager of the City of Cedar Park, Texas, has submitted to the City Council a proposed budget for the fiscal year beginning October 1, 2012, and ending September 30, 2013; and

WHEREAS, the proposed budget sets out in detail the resources and estimated revenues of each fund, together with the proposed expenditures within each such fund, all in accordance with the applicable provisions of the Home Rule Charter; and

WHEREAS, notice having been first given in the manner provided by law, the City Council did conduct public hearings upon such proposed budget; and

WHEREAS, the City Council has considered the proposed budget and made such changes as it considers warranted by law and in the best interest of the municipal taxpayers:

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

SECTION 1. That such proposed budget, including the estimated revenues and proposed expenditures within each Fund is hereby approved and adopted as the Municipal Budget for the Fiscal Year beginning October 1, 2012 and ending September 30, 2013.

SECTION 2.

a. That, as provided in Subsection (b) of this section, the monies hereinafter set out within each fund are hereby appropriated out of each such respective Fund for the payment of expenses lawfully attributable to such Fund, all as itemized in the budget.

b. That the following funds are hereby appropriated:

OPERATING BUDGET:

General Fund	$33,640,265
General Debt Service Fund	$14,446,068
Utility Fund	$30,401,063
Solid Waste	$3,085,503
Utility Debt Service Fund	$7,185,237
Vehicle & Equipment Replacement Fund	$3,861,828

Grant Restricted Funds	$134,480
Municipal Court Fund	$295,185
Public Art	$63,914
Tourism Board/Occupancy Tax	$403,200
CPTV-10 / Cable Fund	$97,339
Tax Incriminate Reinvestment Zone	$484,961
Law Enforcement	$34,422
Economic Development (4A)	$4,241,679
Community Development (4B)	$3,857,867
TOTAL OPERATING APPROPRIATION	$102,233,011

CAPITAL BUDGET:

Parks Projects	$-
Transportation Projects	$-
Municipal Projects	$-
Water Projects	$899,000
Wastewater Projects	$3,725,000
TOTAL CAPITAL APPROPRIATION	$4,624,000

SECTION 3. That the budget may be amended from time to time as provided by law for the proposes of authorizing emergency expenditures or for municipal purposes, provided however, no obligation shall be incurred or any expenditure made except in conformity with the budget.

SECTION 4. That the Director of Finance may, at any time with the consent of the City Manager, transfer any unencumbered appropriation from one line item to another line item within the same Department, provided however, that no unencumbered appropriation may be transferred from one Department or Fund to another except upon the express approval of the City Council.

SECTION 5. That this ordinance shall be effective immediately of and from adoption.

SECTION 6. That it is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required by law.

READ, CONSIDERED, PASSED AND APPROVED ON FIRST READING by the City Council of Cedar Park at a regular meeting on the 23rd day of August, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

READ, CONSIDERED, PASSED AND APPROVED ON SECOND READING by the City Council of Cedar Park at a special-called meeting on the 6th day of September, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

READ, CONSIDERED, PASSED AND APPROVED ON THIRD AND FINAL READING by the City Council of Cedar Park at a regular meeting on the 13th day of September, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

CITY OF CEDAR PARK, TEXAS

Matthew Powell, Mayor

ATTEST:

LeAnn M. Quinn, TRMC
City Secretary

APPROVED AS TO FORM
AND CONTENT:

Charles W. Rowland, City Attorney

ORDINANCE NO. BF62.12.09.13.F1

ORDINANCE NO. BF63.12.09.13.F3

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CEDAR PARK, TEXAS, LEVYING TAXES FOR THE FISCAL YEAR 2012-2013; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING AN EFFECTIVE DATE; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, there came to be considered the matter of establishing and setting the tax rates to be levied on taxable property within the City of Cedar Park, Texas which is to be recorded on the 2012 Tax Rolls; and

WHEREAS, the City Council has heretofore approved and adopted the tax rolls of the City; the total valuation of all taxable property rendered for taxation for the year 2012 estimated at $4,376,869,236.

WHEREAS, the City has determined the maximum amount of the various total budget requirements of the City and it is now necessary to establish the tax rate for the current year.

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

SECTION 1: TOTAL TAX RATE

A total tax rate aggregating $0.493501 shall be levied on each one hundred dollar ($100.00) valuation of all taxable property located in the City of Cedar Park, Texas, and appearing on the assessment roll for the Year 2012, in accordance with the Constitution and Laws of the State of Texas. 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 2.76 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $6.95.

SECTION 2: $0.258464 of the total rate is hereby specifically levied for current expenses of operation and maintenance purposes. $0.235037 of the total rate is hereby specifically levied for the payment of principal and interest on debt.

SECTION 3: That there is hereby levied and shall be collected from every person, firm and corporation pursuing an occupation in the City of Cedar Park, Texas, which is taxable by law, the full amount of taxes permitted by the laws of the State of Texas.

SECTION 4: That if any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid (or for any reason unenforceable), the validity of the remaining portions

of this ordinance or the application to such other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Cedar Park, in adopting this ordinance, that no portion thereof or provision contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion or provision.

SECTION 5: That all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict.

SECTION 6: That this Ordinance shall become effective in accordance with state law.

READ, CONSIDERED, PASSED AND APPROVED ON FIRST READING by the City Council of Cedar Park at a regular meeting on the 23rd day of August, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

READ, CONSIDERED, PASSED AND APPROVED ON SECOND READING by the City Council of Cedar Park at a regular meeting on the 6th day of September, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

READ, CONSIDERED, PASSED AND APPROVED ON THIRD AND FINAL READING by the City Council of Cedar Park at a regular meeting on the 13th day of September, 2012, at which a quorum was present and for which due notice was given pursuant to Section 551.001, et. Seq. of the Government Code.

CITY OF CEDAR PARK, TEXAS

Matthew Powell, Mayor

ATTEST:

LeAnn M. Quinn, TRMC
City Secretary

APPROVED AS TO FORM
AND CONTENT:

Charles W. Rowland, City Attorney

CITY OF CEDAR PARK TEXAS

ORDINANCE NO. BF63.12.09.13.F3

Financial Goals and Policies

Annual Financial Performance Goals

1) The City Council shall adopt a structurally balanced budget for the ensuing fiscal year pursuant to the prevailing state and local law.

2) The City will maintain a general fund balance at a minimum reserve level of 25% and a maximum of 50% of budgeted operations and maintenance expenditures.

3) The City will maintain a utility fund balance at a minimum reserve level of 25% of budgeted operations and maintenance expenditures.

4) The City of Cedar Park will be conservative rather than aggressive in its budgeting of revenues and expenditures.

5) The City of Cedar Park will budget a "core" Sales Tax. This core amount will equal the Sales Tax estimate for the current year, the annualized impact of major retailers that were open for only a portion of the current fiscal year, and the anticipated revenue, based on estimated completion dates, of major retailers under construction during the fourth quarter of the current fiscal year.

6) The City of Cedar Park will invest a minimum of 10% of its core sales tax in city capital/infrastructure. This will provide the flexibility to defer the capital/infrastructure investment if actual city revenues are less than budgeted amounts, thus reducing expenditures without impacting city services.

7) The City will employ an active investment program which will seek to obtain investments returns above its benchmark consistent with risk limitations identified in the investment policy.

Financial Policies

Budget Policies

1. The City Council shall adopt a structurally balanced budget for the ensuing fiscal year pursuant to the prevailing state and local law. A structurally balanced budget is defined as recurring revenues funding recurring expenditures and adherence to fund balance policies. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques. One-time revenues may be used to finance non-recurring expenditures.

2. The City Council may amend the budget once adopted, but shall not delete or decrease appropriations required for debt service, or for estimated cash deficit, and shall not authorize expenditures in excess of the total of estimated income plus funds available from earlier years.

3. Financial control systems shall be in place to monitor compliance with the adopted budget, including the use of monthly reporting.

4. **Five-Year Forecast of Revenues and Expenditures:** A five-year forecast of revenues and expenditures shall be prepared in conjunction with the annual budget process for the following funds:
    a. General Fund
    b. Water/Wastewater Utility Enterprise Fund
    c. 4A &4B Funds (Economic & Community Development)

5. **Five Year Capital Improvement Plan:** The City will annually prepare a five-year Capital Improvement Plan based on the needs for capital improvements and equipment, the status of the City's infrastructure, replacement and renovation needs, and potential new projects.
    a. Any project with a cost of $50,000 or more and with an expected life of at least five years will be classified as a Capital Improvement Project.
    b. Project costs shall be estimated, funding sources identified and annual operation and maintenance costs computed.
    c. All Capital Projects will be budgeted for using a project-life budget approach.

Revenue Policies

1. **Tax Rate:**

    a. In determining the City's debt service portion of the tax rate from year to year the City shall consider any applicable constitutional and state law requirements in addition to taking into consideration: (i) the amount of ad valorem tax debt coming due , (ii) any ad valorem tax debt that is callable and economically feasible to redeem, (iii) additional ad valorem tax debt projected to be issued (including particularly any voter authorized general obligation bonds remaining authorized but unissued), (iv) minimizing overall tax rate volatility. These considerations should recognize the city's desire to minimize interest cost on debt and provide for tax rate stability including not exceeding the projected tax rate at the time of issuance related to voter approved bonds.

    b. The City of Cedar Park will budget current ad valorem tax revenue at 98.5% of the total amount of taxes levied.

2. The City of Cedar Park will distribute interest earned from investments in accordance with the average monthly balance of the funds from which the monies were provided to be invested.

3. The General Fund Transfer from the Utility Fund will incorporate a Franchise Fee, Payment in Lieu of Taxes, and reimbursement of General Fund expenses in support of the Utility Fund. The Franchise

Financial Policies

Fee will equal 4.0% of the Utility Fund's operating revenues. Payment in Lieu of Taxes (PILOT) will equal the value of the Utility Fund's assets multiplied by the City's tax rate. General Fund expenses in support of the Utility Fund will be calculated each year using a cost allocation model. The transfer will be capped at a maximum of 15% of the Utility Fund's operating revenues.

4. Uncollectable Revenues:
    a. The City will use its best efforts to collect past due revenues. These efforts may include internal and external processes.
    b. In the City's Utility Funds, revenues will be considered uncollectable and may be written off as such after 48 months of delinquency.
    c. In all other funds, uncollectable revenues will be considered on a case by case basis, and decisions related to write-offs will be brought to the City Council as deemed appropriate.

Expenditure Policies

1. **Use of Fund Balance/Working Capital/Retained Earnings:** Fund Balance/Retained Earnings should be used only for emergencies, non-recurring expenditures/expenses, or major capital purchases that cannot be accommodated through current year savings. Should such uses reduce balances below the level established as the objective for that fund, restoration recommendations will accompany the request/decision to utilize said balances.

2. **Avoidance of Operating Deficits:** The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end.

    Corrective actions in order of precedence are listed below, and will be considered individually on a case by case basis:
    a. Reduce capital transfers for pay-as-you-go CIP.
    b. Deferral of capital purchases and capital maintenance
    c. Reduce non-personnel operating expenditures
    d. Hiring freezes
    e. Freeze compensation adjustments
    f. Use of fund balance, including Replacement Fund balances where allowable
    g. Evaluate increased fees
    h. Lay-off employees

Reserve Policies

1. The City will maintain the General Fund unreserved fund balance at a level sufficient to provide for emergency expenditures and unanticipated revenue shortfalls. The City will maintain a fund balance at a minimum reserve level of 25% and a maximum of 50% of budgeted operations and maintenance expenditures. The right is reserved by the City Council to change the targeted reserve level by resolution, ordinance or budget adoption. When the reserve exceeds the maximum limits, opportunities should be identified to use the excess reserves to fund one-time expenses within the General Fund or may be used to "buy-down" future debt service payments.

2. The City will maintain the Enterprise Fund (Water/Sewer Fund) unreserved fund balance at a level sufficient to provide for emergency expenditures and unanticipated revenue shortfalls. The targeted reserve level will be a minimum of 25% of budgeted operations and maintenance expenditures. This amount is in addition to amounts that have been set aside or are being accumulated for Capital Expenditures. The right is reserved by the City Council to change the targeted reserve level by resolution, ordinance or budget option.

Financial Policies

3. The City of Cedar Park will set a debt service rate necessary to collect a full year's debt service payment on all outstanding and proposed debt. As a result, the General Debt Service fund will maintain a reserve that will typically be equivalent to an interest only debt service payment.

4. The City of Cedar Park will maintain a minimum coverage ratio for the Utility Fund of in accordance with the requirements set forth in any outstanding debt service agreements. The coverage rate is defined as the ratio of Utility's operating revenues minus operating expenses divided by the Utility's debt service expenses.

Debt Policies

1. Bonds payable from ad valorem taxes (General Obligation), other than refunding bonds, shall not be issued unless the bonds have been authorized by a majority vote at a City election held for that purpose.
2. The total general obligation debt of the City (total tax supported debt) shall never exceed ten percent (10%) of the net taxable value of property on the tax rolls of the City.
3. When determining the term and design of each debt repayment structure, the City should consider both the useful life of the asset and the generational equity created by the debt structure design.

Capital Expenditure Policies

1. Any item costing $5,000 or more and having an estimated useful life of at least two years will be classified as capital outlay expenditures.
2. All capital assets shall be inventoried annually.
3. Computer software, regardless of cost, will not be capitalized.
4. The City Council may issue bonds, certificates of obligation, warrants, or other evidences of indebtedness for the purpose of buying or constructing capital assets.
5. All capital projects shall be financially monitored to ensure compliance with the approved budget for the project. Any changes to the total appropriation to a capital project budget will be approved by the City Council.
6. Unless specified and agreed to in another agreement, the City will use the following priority order in expending funds:
    - Grants
    - Donations
    - 4A/4B Funds
    - Bonds/Certificates of Obligation
    - Cash

Reporting Policies

1. The budget will be prepared in accordance with GASB (Governmental Accounting Standards Board) and GFOA (Governmental Finance Officer's Association) guidelines. Copies of the budget will be available for public viewing at City Hall, at the Library, and on the City's website.
2. The Finance Director will present monthly financial statements at City Council meetings.
3. Quarterly investment reports will be presented at least quarterly at City Council meetings.
4. An annual audit will be performed by an independent public accounting firm and the results of the audit will be summarized in a Comprehensive Annual Financial Report. This report will be presented to Council upon completion and will be available for public viewing.

City Council Goals

- **Strategic Prioritization:** Determining the best utilization of resources for the maximum return. Areas of evaluation, planning and implementation include: Communications, Fiscal Management, Operational Efficiency, Organizational Development, and Regional Planning and Participation.

- **Economic Development:** Fostering the development of a strong local economy by actively pursuing companies and industries to locate or expand in Cedar Park in order to provide employment opportunities in career fields that currently are limited or do not exist.

- **Redevelopment/Enhancement (Public and Private):** Placing a focus on strategically planning for the future while simultaneously preserving and enhancing the existing community. Redevelopment is a vital component of the City's long-term economic development strategy.

- **Diversified Tax Base/ Balanced Land Use:** Monitoring and maintaining a land use plan that will provide for a sustainable city by having a balance of residential, commercial and open space development. The diversification of the tax base, as with most financial models, is intended to ensure that there is not total dependency on one specific revenue source.

- **Entertainment/Destination/Culture:** Seeking projects and programs that increase entertainment and culture and make Cedar Park a true Texas "destination".

- **Facilities:** Identifying and evaluating the facilities necessary for delivering City Services through build-out population, including managing the 2007 Bond Election projects.

- **Public Transportation/Mobility**: Prioritizing road projects and alternative transportation opportunities to increase mobility in Cedar Park and in the region.

2012 Strategic Goals Summary

Goal 1 Strategic Prioritization

1A DEVELOP A COMPREHENSIVE PLAN FOR ENGAGING AND COMMUNICATING WITH CITIZENS AND OTHER STAKEHOLDERS

Staff has drafted a Community Engagement and Communications Plan. Currently the plan has been submitted to City Management for review. Once approved, this plan will be presented to Council.

1B DEVELOP LEGISLATIVE STRATEGY

Over the course of the year, staff has monitored notices of legislative hearings that are relevant to Cedar Park's interests. Staff has worked with Hillco on a number of issues throughout the year including issues related to 3 species of salamanders being listed as endangered, federal 5307 transportation funds, and the possible annexation of Twin Creeks and Bella Vista. The City Council legislative subcommittee has met with Hillco and a legislative agenda has now been completed for 2013. This document will appear on the 12/20 City Council agenda. The document is similar to the 2011 Agenda with a few additions including expanded ESD language, a stance related to the limited annexation of Twin Creeks and Bella Vista, support for maintaining current authority (and not expanding it) for public transportation agencies, and support for the State to fund the State Water Plan.

1C PURSUE ACQUIRING A STATE DESIGNATION

This goal has been on hold and Staff have indicated that they need more direction from Council before presenting options for consideration.

1D DEVELOP METHODS TO IMPROVE COLLECTION OF OUTSTANDING COURT FINES

The court has implemented a number of changes to improve collection. They have utilized Blackboard Connect and hired an outside firm to assist with collections. They are also working to include court payments on the City Hall Payment kiosk. Adcomp is currently working on the correcting some problems uncovered during the testing phase of the kiosk. Once these are corrected and the kiosk is operational there will be no outstanding items left for this goal.

1E DEVELOP GRANT PRIORITY AND STRATEGY PLAN FOR 2012

The 2012 Grant Priority and Strategy Plan was presented to Council on 9-22-11 and is currently being implemented. The 2013 Grant Priority Strategy has since been developed and was presented to Council at the 9-27-12 meeting.

1F IDENTIFY AND IMPLEMENT INNOVATIVE AND SUSTAINABLE STRATEGIES FOR CONSERVATION OF RESOURCES.

Since January 2012, the City has begun offering free irrigation evaluations/audits for homeowners and businesses, hosted the Hazardous Household Waste Collection Event, enforced stage 2 mandatory watering restrictions due to persistent drought conditions, hosted the Cedar Park Conserves Fair and successfully sold and distributed 597 rain barrels to Cedar Park residents. Recently air quality flyers were created and distribution of those throughout the city will begin shortly.

2012 Strategic Goals Summary

1G IMPROVE EFFICIENCY AT CITY COUNCIL MEETINGS

Efforts to improve efficiency at City Council Meetings have taken form in many ways: staff has continued efforts to present information clearly and concisely and to utilize the consent agenda as appropriate. The Mayor and City Council have also encourage and implemented strategies to improve efficiencies by enforcing agreed upon protocols and time limits.

1H CONTINUE CHARTER ELECTIONS, IF COST EFFECTIVE

A special election was called 2/23/12. All charter propositions were approved by the voters at the May 12, 2012 election.

1I ASSESS AND SUPPORT TECHNOLOGICAL EFFICIENCIES THROUGHOUT THE CITY

The City has implemented a number of technological improvements in 2012 that not only enhance work processes, but also improve customer service and ability for citizens to report and interact with the City. Some such improvements are the installation of a new information center at the new City Hall campus; the use of a new permitting software in Building Inspections; a new work order, inventory and fleet management system in Public Works; an upgrade of the City's existing financial software and the launch of a new city website. The Communications department has developed a mobile site as well. In August, the City Council approved a budget amendment appropriating funds for an upgrade to the new public safety technology system to include CAD, RMS, AVL, and FBR systems. This project will be held until the new Chiefs are hired. In October, staff began planning and developing a framework for an Information Technology Strategic Plan which will evaluate strengths, resources and opportunities related to the future technology needs of the City. In November, the IT staff began working on an evaluation of new wireless technology for the City Hall Campus.

1J CONTINUE ORDINANCE REVIEW PROCESS

There have been many ordinances reviewed in 2012. Some of the major ordinances that have been developed or modified and approved are the Animal Control, Curfew and Big Box Ordinances. As ordinances are reviewed, staff is considering opportunities to reduce unnecessary or repetitive wording or conflicts with other ordinances.

<u>Legal review completed, no further action contemplated</u>: (1) Removal of Roads from Roadway Plan; (2) Emergency Management Ordinance; (3) Cell phone/texting ordinance; (4) Animal Control Ordinance; (5) Daytime Curfew Ordinance; (6) Big Box Retail Ordinance; (7) Fencing Ordinance; (8) Flag Lot Variance Ordinance; (9) Fire Code; (10) Building & Property Maintenance Code; (11) Masonry Standards Ordinance; (12) Junked Vehicle Ordinance. <u>Legal completed, redline drafted, pending presentations to P&Z and/or Council:</u> (1) Entertainment Center Overlay; (2) Variance Provisions; (3) Multi-Family Design Standards; (4) Subdivision Sidewalk Ordinance; and (5) Parking on Sidewalk/Residential Driveway Ordinance. <u>Currently the following are pending review by Legal:</u> (1) Wrecker Ordinance; (2) Quiet Zones at Rail Crossings; (3) Conditional Use Overlay; (4) Rules of Interpretation; (5) Corridor Overlay; (6) Vehicle Parking on Residential Lots, Unimproved Land; (7) Site Development Approval Appeal Procedure; (8) Commercial Use of Parks; (9) Parkland Dedication Ordinance; (10) Alcohol Use Spacing Requirements; (11) Library Fees; (12) Civic/Non-Profit Sign Ordinance; (13) Heritage Trees; (14)

2012 Strategic Goals Summary

Expiration of Permits & Site Plans; (15) Abandonment of Nonconforming Buildings & Signs; (16) Review of Deed Restrictions Ordinance; (17) Appeal of Conditional Use/Site Plan Determination Ordinance

1K EVALUATE OPPORTUNITIES FOR ONLINE CUSTOMER SERVICE AND CITIZEN ACCESS THROUGH THE WEBSITE REDESIGN PROCESS

The City launched a new and improved website in April of this year and the Lucity work order system has been implemented in the Public Works Department. City Staff are in the final stages of testing CP Connect, the city's new smartphone app and anticipate a December launch. This app along with an improved online report a problem portal is scheduled to be launched publicly in mid-December. Both the application and the online portal will be linked directly with the City's new work order system, therefore streamlining the process of responding to citizens' concerns.

1L EVALUATE STRATEGY FOR ENFORCEMENT CAMPAIGN FOR UNINSURED MOTORIST

The CPPD Enforcement Policy was received, reviewed and approved (with revisions) by Legal in early 2012. The Policy was then distributed to patrol officers and PSA were distributed.

1M ASSESS STAFFING LEVELS AND SERVICE DELIVERY EFFECTIVENESS

Staff conducted research on citizen surveys.

1N DEVELOP STRATEGIC PLAN FOR POLICE DEPARTMENT (And evaluate and implement ICMA Police Study)

The ICMA Report made a number of recommendations, several of which staff was able to implement immediately. Immediate implementation includes the Evidence Room Reclamation Project, which resulted in 12,115 items lawfully disposed. Several new positions were included in recent budgets; these include: Evidence Tech Supervisor (FY11), Evidence Tech (FY11), Logistics Coordinator (FY12), additional Evidence Tech (FY12), 911 Call Taker (FY12), and Animal Control Officer (FY12).

Additionally, five committees were created to review and make recommendations regarding other major components within the report. All of the committees have finished draft reports. The Calls for Service committee evaluated CPPD's response to calls that have limited relationship to law enforcement. The goal of the committee is to make recommendations that eliminate, downsize, and streamline responses to certain types of calls while still providing the community with the high level of service residents have come to expect. The Crime Reduction Committee evaluated and recommended solutions to various categories of crime using statistical data and analysis. The initial focus of the committee is larceny, as larceny is the largest contributor to crime in Cedar Park and demands the most organizational attention. The Criminal Investigations Division (CID) Case Management Committee has the goal to research, analyze, evaluate, and recommend a model or system for managing the caseload directed towards CID. The Technology Committee promotes the use of technology to increase efficiency of police operations and to support efficient and comprehensive law enforcement services. The Committee has researched new technologies that can enhance service delivery and operations and make recommendations to Command Staff & IT Staff. Finally, a committee was formed to develop the department's Strategic Plan.

2012 Strategic Goals Summary

The Wellness Program policy approved by the City Manager became effective 12/1/2012, and an obstacle course has been constructed at the PD facility. The Fifth Platoon launches in January 2013.

Once the new Police Chief is selected and on-board, the Committee reports and recommendations will be shared with him for his review and assessment regarding implementation and timeline.

1O PROVIDE CONTINUING EDUCATION & DEVELOPMENT OPPORTUNITIES FOR STAFF AND COUNCIL TO ENHANCE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY

The Leadership U program has been expanded. The Legacy/Leadership class began in June, the Project Management Track began in July and the Third Track Online Training was assigned in October and must be completed by the end of the calendar year.

1P DEVELOP CITY'S CORE VALUES

Development of the City's Core values are complete: Service, Community, Integrity, Professionalism, Innovation, Leadership and Fiscal Responsibility. The core values have been introduced to employees and publicized through a variety of ways including: at departmental meetings, on posters in conference rooms, on employee business cards, and on CP TV10. They are also being incorporated into various correspondence, as well as the employee evaluation system and other recognition opportunities. The Values will be part of next year's employee review process.

1Q PURSUE IMPLEMENTATION OF PHASE II OF BCRUA REGIONAL WATER PROJECT

The final Environmental Assessment was submitted to the TWDB on August 29, 2012.

The TWDB re-affirmed the commitment of funds for Phase II of the BCRUA Regional Water Project on October 17, 2012, a significant milestone. The BCRUA Board approved an MOU with the Village of Volente on October 24th to look at moving pump station to Site 8 near Cedar Park's Water Plant. The Cedar Park City Council approved the same MOU at the November 29th meeting. The BCRUA is now in the process of hiring an appraiser and land planner to begin the property acquisition process for the deep water intake site.

1R IMPLEMENT STRATEGIC PLAN TO ADDRESS DELIVERY OF FIRE SERVICE IN THE CITY'S ETJ

In November 2011, the citizens of the ETJ service areas in question in this project approved a ballot proposal to create to ESDs which will provide them the opportunity to contract with the City for Fire Service. In December 2011, Josh had a conference call with Commissioner Long to discuss a timeline for appointment of ESD boards, and negotiation of Fire Service Contracts. In February, ESD commissioners were appointed and have received the required training. Negotiations meetings with each ESD began in June and July. A new Property Tax rate based fire service rate has been developed and communicated to each ESD board, and draft contracts are being negotiated with ESDs 11 and 12. ESD 11 has approved the contract and it was approved by the City Council on Nov. 29th. ESD 12 is reviewing the contract terms and is scheduled to meet with staff again in late November. The deadline for Cedar Park to continue serving these areas without a contract is Dec. 31, 2012.

2012 Strategic Goals Summary

1S EVALUATE LONG-TERM WATER SOURCES

HDR Engineering is under contract to conduct a short term and long term groundwater contingency supply study. A first draft of the short term study was presented to staff on 11/7/12. Next steps are to get the study in a final draft form which should be complete in January or February and present findings and recommendations to Council.

1T EVALUATE OPPORTUNITIES AND DEVELOP STRATEGIES FOR COLLABORATION WITH REGIONAL ELECTED OFFICIALS

There have been several notable examples of collaboration between area elected officials. The Williamson Country Transportation Summit resulted in elected officials working together to approach CAMPO about funding the improvements to Bagdad Road, and this was ultimately successful. The BCRUA Board has provided ample opportunity for Cedar Park to work with Leander and Round Rock elected officials. Our efforts and participation at CAMPO and CAPCOG also bring together area officials. City Councilmembers frequently interact with area elected officials through both formal and informal meetings, including hosting events in the City suite at the CPC.

1U UPDATE ANNEXATION MODEL IN SUPPORT OF COUNCIL DECISION MAKING ANNUALLY, OR AS NEEDED

Planning staff is currently providing updated information to Finance staff on a monthly basis to ensure model is kept up to date. R@CC has contacted the City to discuss options related to the design of their debt structure, and those concepts will be incorporated into the annexation model to be presented at the summer retreat. The city is currently pursuing annexation options for the Twin Creeks and Bella Vista areas.

1V CAPITALIZE ON TOURISM DEVELOPMENT OPPORTUNITIES

A new Mobile Application Program was approved by the Tourism Board to enhance marketing and promotions. The program was developed by Hi5 Publicity and is fully operational. The Tourism Board and staff, in cooperation with local hotels and attractions entered into an agreement with Mind Ecology, a marketing research firm to prepare a demographic and geographic marketing and advertising analysis to assist in better defining viable tourism markets. This report was completed in September and has provided substantial information to assist staff, the Steam Train and the Cedar Park Center to better focus the marketing outreach program. Additionally, the marketing study has allowed the Board and staff to develop a strategy to broaden outreach efforts to new markets and advertising opportunities. This has also prompted design of a new logo and the redesign of marketing brochures to reflect and appeal to a broader range of visitors. Recently the Tourism department has engaged the Dallas Stars hockey organization to promote the Texas Stars in conjunction with the ongoing lockout. The department has hired Mind Ecology once again to spearhead social media and online, sports radio as well as media and public relations campaigns. The sports radio campaign specifically targets individuals who were identified as a top demographic in the previous marketing study, with 195, 60-second spots Cedar Park along with the Texas Stars will be promoted over a three week course. The public relations, three week “media blitz” campaign is designed to reach out and communicate with Dallas-Fort Worth media outlets including but not limited to target sports writers, travel writers, and general news outlets (print, TV, radio, online). The goal is to gain favorable media coverage of the Texas Stars and Cedar Park

2012 Strategic Goals Summary

in their respective mediums. If we have buy-in from any of these outlets we will be hosting them in Cedar Park on December 29th for a tour of the Cedar Park Center, a media dinner and then treated to a Texas Stars game. Additionally the Tourism department has reached out to the Circuit of the Americas to provide sponsorship as well as give Cedar Park a presence at the track for all future events.

Goal 2 Economic Development

2A EXPLORE OPPORTUNITIES FOR HIGHER EDUCATION PARTNERSHIPS

City economic development staff have been exploring Higher Education partnerships, specifically related to a potential Life Science/Innovation Center. Staff have discussed plans for the center with officials from a private university in Texas and look to further advance those conversations as a result of the hiring of the consultant Phase III Development of San Diego to conduct a market study for the Innovation Center.

The City is currently awaiting the Phase III study which will be utilized to generate interest in Cedar Park for future partnerships, and anticipates presenting the study's findings to the 4B Board in January.

2B ATTRACT MAJOR PRIMARY JOB EMPLOYERS

Staff has worked throughout the year to attract major primary job employers, and we have assisted a number of our primary employers expand their operations over the last twelve months that have created over 130 new primary jobs. Incentive packages have been offered to several possible employers throughout the year. Staff continues to work with multiple prospects considering the area for expansion. Fallbrook Technologies recently announced relocation of its headquarters from San Diego, CA. Staff also participated in Showcase Austin events in October with national site consultants. Additionally the quarterly Executive Luncheon has consistently grown in attendance.

2C EXPLORE FEASIBILITY OF BUSINESS INCUBATORS

Phase III Properties was hired to conduct a 6 month-long market study. Phase III will deliver marketing study and business plan in December, with a 4B presentation in January. Project has been expanded to include information on potential science center, which expanded the original scope of the project.

2D UTILIZE TRANSPORTATION PLAN TO FACILITATE ECONOMIC DEVELOPMENT

A roadway project that has been supported by the ED staff has been the extension of BMC Drive off of Brushy Creek Drive in order to open up land for development in this important industrial corridor. Fallbrook Technology recently relocated and expanded to this area, as well as Tolteq. The extension of BMC supports these new business locations, as well as provides opportunity for expansions and new businesses. A partnership between the City, 4B and the County will be providing necessary funding for this project. 4B approved the project at their May meeting. The Interlocal Agreement was approved at Williamson Co. Commissioners Court on 11/20. Staff will now begin engineer selection for BMC Drive Extension.

2E SUPPORT 4A & 4B STRATEGIC MAP

In early 2012, the Boards made minor adjustments to better mirror the Council's Strategic Goals. New 4A members were appointed and provided with information on current policies and board histories in

2012 Strategic Goals Summary

August. In September new officers were elected for 4B (Kelly Brent- President, Kerry Watson- Vice President).

Goal 3 Redevelopment and Enhancement (Public and Private)

3A LEVERAGE DEVELOPMENT OF NEW CITY HALL COMPLEX TO ENHANCE AND ESTABLISH THE "CENTER OF THE CITY"

Staff is evaluating budget item for Small Area Plan for next FY budget.

3B EXPLORE OPTIONS CITY-WIDE TO ENHANCE BEAUTIFICATION OF RESIDENTIAL THOROUGHFARES

In early 2012, the City conducted an inventory of non-conforming signs. The findings from that inventory for long term options were rolled into the redevelopment plan for specific action items. Short term options became text amendments.

Staff has now, completed strategies for addressing all sign types. They are currently preparing ordinance amendment for bandit signs, working with MSI to update kiosk program, developed strategy for on-premise sign take-down and replacement.

A fence ordinance was also developed and approved to give code enforcement a tool to utilize when addressing complaints in neighborhoods and even with businesses who may have wooden fences in order to help maintain property values.

3C CONDUCT SCOPE AND FEASIBILITY STUDY OF DRAINAGE UTILITY FUND

Feasibility study was completed in Spring of 2012 with results presented to Council in Summer 2012 retreat. Next step is for staff to prepare outline of steps to implement creation of drainage utility and present to council in Spring of 2013 for consideration. This would include the creation of a stakeholder committee, public meetings regarding the plan and rates, and a plan for public communication. If Council supports plan for creating the drainage utility, goal is to implement with 2014 budget.

3C- aa PUBLIC COMMUNICATION PLAN FOR AFFECTED NEIGHBORHOODS ON PUBLIC IMPROVEMENT DISTRICTS

This project is tied to the creation of a Drainage Utility fund and will consist of the creation of a fact sheet, sample petition and flow chart illustrating the process that would be used to create a neighborhood initiated PID.

3D DEVELOP STRATEGY FOR REDEVELOPMENT OF QUARRY

The quarry is not included in current redevelopment plan scope. Separate strategy to be formulated.

3E DEVELOP AND IMPLEMENT STRATEGY FOR A BELL BLVD. REDEVELOPMENT CORRIDOR

This goal is strongly tied to the creation and adoption of the 183 Corridor Redevelopment Plan. Currently, staff is working with Freese and Nichols as the consulting group to accomplish this goal. The scope of services in the project called for 3 meetings in which the final product includes a finished planning document. The first meeting includes a meeting with staff to receive data, mapping, and background information on the study area. This has occurred. We are currently at the stage where the

2012 Strategic Goals Summary

second meeting needs to take place. This meeting encompasses the joint meeting between P&Z and City Council to present the information gathered, establish a vision, and receive feedback before moving to the third meeting; which is the presentation of recommendations, gathering feedback, and adoption of the planning document. Before moving forward, the joint (second) meeting needs to take place.

3F CONTINUE BELL BLVD. 4B BEAUTIFICATION PROGRAM

In the initial update to the 4B Strategic Plan, the Board proposed continuation of the US 183 Corridor Enhancement Program for 2012 and considered adding an element to address removal of pole signs. The board created a subcommittee to consider such revisions to the plan. The subcommittee ultimate made several revisions which were incorporated into the 2012-13 budget recommendations. The incorporated revisions included the removal of pole signs and "eligible Roadways" was amended to include designated corridor roadways in addition to US 183. At the November 4B Board meeting preliminary approval was given to an enhancement project at 711 North Bell, Dr. Richard Blackwell, DDS' office. This project has been set for final approval in December. Three other enhancement projects are pending submission and consideration by the Board.

3G REVIEW AND EVALUATE SIGN STANDARDS FOR VISUAL ENHANCEMENT

Staff have developed strategies for taking down non-conforming signs. Staff have met with Kiosk reps. We have also designed a strategy for implementation of kiosks.

City Staff have identified 3 tools to utilize in the removal of non-conforming signs: the local ordinance, state law and 4B Corporation's voluntary Corridor Enhancement Program. A number of business/property owners have elected to participate in the enhancement program. So far non-conforming signs in 11 locations have been removed this way, with one more location currently in process. City staff have also identified abandoned signs at 3 locations within the city. One of which has been taken down. City staff are currently working with property owners at the other two locations to resolve the issue.

3H ASSESS CONCEPT PLAN AND FUNDING OPTIONS FOR CITY ENTRY SIGNS

2 designs for the entry signs were selected and put on display for public feedback. The designs along with the public feedback were provided to Council who made the final design selection on 6/14. The 4B Corporation recommended consideration for funding up to 4 gateway sign locations for FY 2012-13.

The general construction plans for the signs are scheduled to be completed by 11/30. At which point City Staff plan to have update meetings with the property owners of two of the locations (at 1431 & Sam Bass and 183 and Avery Ranch Blvd). Following these meetings, City staff hope we can proceed with finalizing construction plans for those and send them out for bid. For two other locations along 183A (Park St. overpass and near Brushy Creek), Staff are awaiting an update from CTRMA regarding their board's discussion of the gateway signs being placed in their ROW. Josh is going to speak with Council and the Tourism Board to discuss possible contributions towards a shared marquise sign at Cedar Park Center that would incorporate some of the gateway signage goals (fifth location). We are currently going through the 4B public hearing process for funding of these 5 locations (with a $500k budget).

2012 Strategic Goals Summary

3H- aa CHOOSE KEY ENTRY POINTS

After a presentation to the City Council, the "traditional" design for the gateway signs was chosen. Key entryway spots have been identified, with priority being given to placing signs at the corner of 183A Northbound and Brushy Creek, 1431 Westbound and Sam Bass, and 183 Northbound near the YMCA. Construction drawings are being finalized now, and construction is anticipated to begin in late spring 2013.

3I CONTINUE PHASE III OF STREET SIGN REPLACEMENT AND IDENTIFY FUNDING

The sign standard was approved by Field Ops and Engineering on 12/6/8/11. The ILSN Project was placed on hold pending an agreement with TXDOT. The 4B Board opted to hold off on the reallocation of ILSN funds and requested that staff return to them with a proposal for a new project for the funding consideration of the Ground Mounted Street Name Sign Project at the June 2012 meeting. The Board recommended the continuation of the Phase II funds plus funding for the design of Phase III signs.

Sign Detail has been recently revised and approved by Engineering and Field Operations. The pole mount sign program is currently on hold due to a lack of identified funding. The ILSN Sign project is expected to restart within several weeks of the City taking over the TxDOT traffic signals.

3J IDENTIFY PARTNERSHIP OPPORTUNITIES IN SUPPORT OF THE PUBLIC ARTS BOARD STRATEGIC PLAN

The Arts board has completed their master plan, which has been presented to council. The arts board has also identified several projects they would like to complete. Initial planning has begun for a city sculpture garden and staff are currently working on designs to bolster donations from the utility bill check box as requested by the Mayor. Staff anticipates launching a public awareness campaign in early 2013.

3K ENSURE CITY ORDINANCES PROVIDE ALL TOOLS AVAILABLE FOR REDEVELOPMENT

Staff continues to work on ordinance amendments to further this goal. Being that the goal is open-ended, the work is ongoing. Some examples of recent work products to work towards this goal include our "big box" ordinance, amending our fencing regulations, our work to address variance and administrative processes, the upcoming CUP/SUP amendment, and amending our multi-family design standards. In addition, the upcoming Comprehensive Plan will serve as the capstone of this effort for the next 1-2 year time period.

Goal 4 Diversified Tax Base and Land Use

4A UTILIZE FLU MAP AS A GUIDE TO ENSURE EFFICIENT LAND USE FOR ALL DEVELOPMENT

As part of all zoning decisions, staff incorporates the FLUM analysis as a part of the staff report and zoning presentations. Staff also makes reference to the FLUM as part of discussions with developers. Staff also works with P&Z to make amendments as deemed necessary to further the goals and objectives of the City's current Comprehensive Plan. For the calendar year 2012, we've had 18 zoning cases submitted. 11 cases had associated FLUP amendments. 6 of those amendments were approved and 3 are currently pending.

2012 Strategic Goals Summary

4B EVALUATE STRATEGIC REZONING OF TIER 1 AND TIER 2 DEVELOPMENT RESERVE & PLAN DEVELOPMENT

Staff presented the total number of city-initiated zoning cases that would be part of this project. To date, the City has completed an estimated 1/5 of the cases. Staff reviewed the ordinance rezoning possibilities, using the existing future land use map for guidance, however this goal has been on hold since March due to the concern of entitling properties ahead of specific plans being submitted for the tracts in question.

4C INCORPORATE USE OF BEST PRACTICES IN PLANNING AND DEVELOPMENT EFFORTS

Staff utilizes this practice as an operational philosophy. To date, examples of utilizing this philosophy are exemplified by the number of ordinance amendments that have been presented to Council to address perceived procedural deficiencies; for example, the applicants communication summary, ordinance amendments for variance and application standards, and working to make variance standards, waivers to ensure flexibility for the development community. The staff is also working on the upcoming Comprehensive Plan process as a chance to reexamine the practices we currently utilize and ways to realign those practices for our future vision.

4D DEVELOP AND IMPLEMENT A "PLANNING AND BUILDING A 21ST CENTURY CITY" PROGRAM FOR LAND LOCKED CITIES

The Symposium is an opportunity for suburban metropolitan cities with landlocked boundaries to share ideas, lessons learned, and best practices for sustaining the economic base and maintaining quality of life. Senior staff from approximately 12 cities with similar land use characteristics have been invited to attend this event. It is scheduled for February 7-8, 2013 and will be in Cedar Park. A facilitator has been hired to assist with this event. Expected staff include city managers, assistant city managers, ED and planning professionals. The agenda includes both speakers and round table discussions are topics more specific to landlocked cities, such as infill development, maintaining values, ED challenges and opportunities.

Goal 5 Entertainment-Destination-Culture

5A IMPLEMENT AGREEMENT WITH SCHLITTERBAHN

City Staff have had several meeting with Schlitterbahn officials and the managing partner of CA1100 to restructure the project. We are currently working to identify a partner that can bring the equity component to the project. A local landowner/developer has spoken to a group out of Dallas that is interested in learning more about the project and staff are currently waiting for some additional information on the group before moving forward to set up a meeting.

5B IMPLEMENT STRATEGIC PLAN FOR TOURISM

The Tourism Advisory Board continues to pursue the elements of the Strategic Plan as adopted in January 2012. Chief among these activities are promotion of additional venues, coordinated activities with Cedar Park attractions including the Steam Train and the Cedar Park Event Center. Staff is also working with the Center and LISD to identify and secure additional sports events and opportunities.

2012 Strategic Goals Summary

5C DEFINE AND EXPLORE A SCIENCE BASED DESTINATION

No recommendations have been stated at this time although a committee of community and council members still meets to discuss options.

5D IMPLEMENT IMPROVEMENTS FOR NEIGHBORHOOD PARKS

City Staff have been working on a number of things this year to improve neighborhood parks. In January 4B approved funding for the Quest Village Park and Buttercup Creek improvements. In April funding was approved for the Milburn basketball court shade which has now been installed. 4B approved $225K for shade structures in October, and $75K for Milburn Bike Park study and Veterans Memorial Park Community Garden in November.

5E EVALUATE AND IMPLEMENT TRAIL IMPROVEMENTS FOR CONNECTIVITY TO MAJOR DESTINATIONS

Town Center organized a volunteer group for the development and maintenance of local trails. PARD staff have been providing support and resources where needed. In April, the Town Center Trail was completed. An Eagle Scout troop has also been working on Buttercup Trails. In May, planning began for a Forest Oaks Trail connection project. In September, Williamson County had completed and opened the trailhead/bridge the connects Brush Creek Trail and the CTRMA shared use path (183A Trail). In order to allow pedestrians to safely cross Brushy Creek, an underground tunnel was constructed east of the entrance to the park that leads to the Lone Star Trail in Ranch at Brushy Creek.

5F EXPLORE ADDITIONAL SPORTS AND ENTERTAINMENT OPPORTUNITIES

In March, staff met with a group considering developing an ice skating rink in Cedar Park. The group had a LOI on 8 acres of tract just south of the CPC. The hockey group was unable to obtain financing and the project was cancelled. In May, TAB considered additional funding for LISD volleyball tournaments to be held in Cedar Park. The Board opted to fund the continuation of the LISD volleyball tournament, which was held Aug 30-Sep 1, 2012. Tourism staff have also met with and are worked with LISD officials to bring the UIL State Wrestling Tournament to CPC 2013 but they ended deciding to hold the event in Garland, Texas. Staff continues to work and coordinate with LISD and the Cedar Park Center to host high school sports events including Division Four and Five Regional State Wrestling Tournaments in 2013 and 2014. Initial discussions have also been initiated to expand the Rouse HS Volleyball Tournament to sixty-four teams and possibly hold the finals at Cedar Park Center. This is subject to further discussions and Center availability.

5G LEVERAGE CEDAR PARK CENTER AS A TOOL FOR TOURISM

Staff have been working on the coordinating a Wine and Car show for 2013. The Tourism Advisory Board and staff continue to coordinate with the Cedar Park Center to identify and promote venues and opportunities. This is a stated TAB goal and major part of the Board's Strategic Plan.

Goal 6 Facilities

6A OCCUPY NEW CITY HALL ON TIME & ON BUDGET

Construction on the new City Hall campus finished in March, and employees moved into the new facility on March 17, 2012. The City held a Grand Opening for the community on April 19, 2012.

2012 Strategic Goals Summary

6B INVENTORY VACANT CITY PROPERTY & EVALUATE POTENTIAL USES

A map has been created to illustrate the properties that are owned by the City and their current uses. Mark and Josh met with Parks, Engineering, Field Ops and other involved departments for the purpose of formulating recommendations regarding property disposition. Each department has marked up a map with their current and future uses. However, this project is on hold pending the development of the backup water source project as some of these sites may be selected as future well sites.

6C DIVEST EXCESS CITY PROPERTIES

City Hall sale was completed in the spring of 2012 and currently the City is not marketing any other sites. All other City sites (i.e. old Police Department site, etc) are being evaluated as possible locations for a potential alternative groundwater supply site.

6D PURSUE OPTIONS FOR BUILDINGS 5 & 6 AT NEW CITY HALL CAMPUS

Building 5 has been leased and was occupied in November.

6E EVALUATE TIMELINE FOR POLICE STATION PHASE II

On March 9th, a draft of the Current Utilization of the Police Building/Needs Assessment was sent to the command staff for their input. Their feedback was reviewed and compiled into a report. This report was given to City Management on April 17th. At this time there is nothing more that the Police Department can do until a budget discussion has occurred and Mayor/Council/City Manager give direction.

6F UTILIZE ENERGY AND RESOURCE EFFICIENT METHODS AND TECHNOLOGIES WHEN LONG-TERM BENEFITS JUSTIFY FRONT-END COST

As of March, all operation and management recommendations contained in the 2008 SECO energy Audit of City Hall, Library and Justice Center had been implemented. In August, solar reflective film was applied to the windows at city Hall helping keep the building cool during the warm summer months.

Staff conducted an energy audit focusing on City facility lighting 11/8/12.Lighting issues at City Hall are being addressed and fixed. Fifteen minute increment data is being analyzed for City Hall, Fire Station #3, and the Library to see where the City can reduce usage and money. The State Energy & Conservation Office will be conducting another free City audit to help us identify where we can cut more usage and make energy efficiency improvements. Since Staff made most of the improvements recommended from the last audit we are eligible to receive a second free audit.

6G PURSUE CONSTRUCTION OF PARKS MAINTENANCE FACILITY

As of now, the location has been selected, the property is platted and zoned. The design and construction drawings are 95% complete.

Goal 7 Public Transportation and Mobility

7A CONVENE WILLIAMSON COUNTRY TRANSPORTATION FORUM

The Summit was successfully held in Cedar Park on Nov 16, 2011.

2012 Strategic Goals Summary

7B PRIORITIZE CAMPO SURFACE TRANSPORTATION PROJECTS SUBMITTED

As of Jan 2012, the projects had been submitted. Staff were submitting the revised Bagdad Road Project and RM 1431 TWL TL cost estimates to Williamson County for funding consideration. No projects were selected for funding at that time.

7C EXPLORE MULTI-MODAL OPPORTUNITIES

In January 2012, the Sidewalk Gap Project Resolution to Award Bid was presented to Council and awarded to Myers Concrete and work began. The continuation of the Sidewalk Gap Closure Program was presented to 4B for funding consideration at the June 12th meeting. Phase 1 was complete in August 2012.

4B held a public hearing on 11/13 for the Phase 2 Sidewalk Gap Project. An application was submitted to TxDOT for a Transportation Enhancement Grant for the construction of a sidewalk and bridge from Discovery to 183A.

7D EVALUATE FUNDING FEASIBILITY OF COTTONWOOD CREEK PROJECT

The project was funded in October 2011 with the passing of the FY 2012 budget. The project is currently under construction with expected completion by 2013.

7E CONTINUE PROGRESS AND IMPLEMENTATION OF ROADWAY PLAN

There has been quite a bit of progress regarding the implementation of the roadway plan. Some important milestones in 2012 for this goal are the completion of Park Street, Brushy Creek Rd East, Brushy Creek Rd West, and the New Hope Gap project.

In the future, we will have an agenda item for amendment to roadway plan to remove Gupton Way south of Brushy Creek Road to facilitate development of the 68 ac. Robinson Tract. There is ongoing preparation of construction plans for two Prop 12 projects on US183 at New Hope and Walton Way. Staff is also submitting the RM1431 PTF project Environmental Assessment to TxDOT in late November.

COMPREHENSIVE PLAN GOALS – 2007*

- Have an updated set of ordinances and regulations that address the current needs of the City including new types of development as well as better measures for existing businesses.
- Diversify and broaden Cedar Park's economic base to keep up with anticipated growth while both keeping taxes competitive and maintaining a high level of City services
- Develop a transportation network that enhances Cedar Park and offers alternate modes of transport.
- Prepare for future commercial redevelopment and encourage redevelopment where possible.
- Prepare for future residential redevelopment, examining and preparing infrastructure for such change where appropriate.
- Improve the visual appearance of the corridor including *landscaping* (emphasis added), signage, lighting, and removal of visual clutter.
- Ensure the aesthetically pleasing visual appearance of future corridors into the city.
- Utilize the current GIS technology to its fullest potential in order to assist City personnel and offer developers and residents increased information services.
- Pursue the collection of additional statistical information to assist in tracking the City's growth, as well as indicating the relative success of various policies and initiatives.
- Pursue the goals and priorities of the Cedar Park City Council as identified at their June 2006 retreat and listed below.

* - The City will be updating the Comprehensive Plan during FY 2012-2013.

The City Organization

The City of Cedar Park is a home-rule City operating under a Council-Manager form of government. All powers of the City are vested in an elected Council, consisting of a Mayor and six members. The Council enacts local legislation, determines City policies, and employs the City Manager.

The City Manager is the Chief Executive Officer and the head of the administrative branch of the City government. The City Manager reports to the Council and is responsible for the proper administration of all affairs of the City.

The City government provides a broad range of goods and services to its citizens. The activities and personnel required to provide these goods and services are organized into broad managerial areas called Funds. Funds are separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives. See the City Funds section for further detail on the City funds.

Funds are further organized into groups called Departments. A Department is a group of related activities aimed at accomplishing a major City service or program (e.g. Police Department).

At the head of each Department is an officer of the City. Department Heads have supervision and control of a Department, but are subject to supervision and control of the City Manager. A Department Head may supervise more than one Department.

Basis of Accounting and Budgeting

The City's accounting and budgeting records for all governmental funds are maintained on the modified accrual basis. This method recognizes revenues when they are measurable and available, and recognizes expenditures when goods and services are received, except for principal and interest on long-term debt, which is recognized when paid. The proprietary funds are accounted and budgeted for using the accrual basis. Under this method, revenues are recognized when they are earned and expenses are recognized when they are incurred.

City Funds

For financial purposes, a fund is a separate accounting entity with a self-balancing set of accounts in which financial resources, liabilities, and changes therein are segregated and recorded. The City has two basic categories of funds – Governmental and Proprietary. Below are a description of the fund categories and a list of the active City funds by category and type. A description of each fund type can be found either at the beginning of a fund section and Special Revenue Fund descriptions can be found under their individual fund detail pages in the Special Revenue Fund section.

Governmental: Includes activities usually associated with a typical local government's operations, such as Police and Fire protection. Governmental Funds also include "Special Revenue" Funds that account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

General Fund	General Fund
Special Revenue Fund	Grant Restricted Municipal Court Fund Public Arts Fund Tourism Advisory/Occupancy Tax Fund CPTV-10/Cable Fund Tax Increment Reinvestment Zone Fund Law Enforcement Fund 4A – Economic Development Corporation Fund 4B – Community Development Corporation Fund
Debt Service Fund	Governmental Debt Service Fund
Capital Projects	Parks and Recreation CIP Fund Transportation CIP Fund Facilities CIP Fund Water CIP Fund Wastewater CIP Fund

Proprietary: This Fund more closely resembles private business enterprises. The intent is that the costs of providing certain goods and services (such as Utility service) to the public should be financed or recovered primarily through user charges (utility bills).

Enterprise Fund	Utility Fund Utility Debt Service Fund Solid Waste Fund
Internal Service Fund	Vehicle and Equipment Services Fund

HISTORY OF CEDAR PARK

For millennia, the area now known as Cedar Park has undergone major transformation. Once under water, the City of Cedar Park now sits on the precipice of the majestic Hill Country. The changes in the landscape are overshadowed only by the lives of the colorful people who are part of the city's rich history.

The earliest known explorers and inhabitants were Spanish, French, Comanche, Mexicans and pioneer settlers until late 1982 when a startling discovery was made during an initial survey for a road extension in Cedar Park. Excavation uncovered a female adult skeleton that was later named the "Leanderthal Lady". She is 10,500 years old. The discovery defined the area as a site for American Indian trade, in which Indians from distant tribes created a bustling marketplace for regional trade and free enterprise.

Middens, which are refuse heaps of primitive habitations, have unearthed darts for small game, traps for rodents and birds, fish spears, stones to grind seeds, and baskets in the area. Mounds of shells indicate that these early inhabitants lived on shellfish, a practice which continued for thousands of years and extended into the time of the early Tonkawa Indians. Burned rock middens are numerous along Brushy Creek.

Early Settlement

During the Texas War for Independence in 1836, a group of Texas Rangers under the command of Captain Tumlinson built a fort on Blockhouse Creek, known as Block House and Tumlinson Fort. It was the first fort built in Williamson County, though it was later burned by the Comanche.

Throughout the 1800s, the area was home to three settlements of Buttercup, Brueggerhoff and Running Brushy. These settlements developed into what is now Cedar Park.

Buttercup, a rural community located in southern Cedar Park, was settled in the 1850s primarily by the Dodd, McRae, and Crumley families. Also known as Doddborro and Doddville, Buttercup had a cotton gin, store and post office. The Dodds owned a farm and grocery store, the McRaes were farmers, and Dr. Crumley was the local physician. Buttercup now lies underwater behind a conservation dam built west of Highway 183 just south of Cypress Creek Road in 1956.

In 1873, GW & Harriet Cluck bought land situated on the head waters of Brushy Creek. They launched development of the community as they purchased more land and created new businesses in the Running Brushy area as it was known at the time. The name Running Brushy came from a heavy flowing creek on the Cluck homestead. The creek continues to run to this date. The Clucks became the founders of what would eventually become Cedar Park.

The area was renamed Brueggerhoff in 1883 when the railroad came to the area. The Clucks sold land to the railroad for buildings, with the provisions they set aside a portion for a "park" area. The "park" was beautifully landscaped and maintained by the railroad station master, and was referred to as one of "Austin's First Country Clubs". Austinites would ride special trains to Cedar Park and spend the day picnicking and strolling through the lush grounds. During this time, Emmett Cluck initiated a change of the name of the community to Cedar Park.

Commerce in the area was dominated by the railroad and a rock quarry. The rock quarrying business blossomed in 1897 when Cedar Park became the heaviest freight loader between Austin and Llano. The limestone quarried in Cedar Park was shell stone, the only source in America, and was shipped throughout the country. Stone from these quarries was used to build several famous buildings around Texas.

HISTORY OF CEDAR PARK

The 1900's

In 1942, Roscoe Faubion bought several acres of the Cluck land and built a combination post office/grocery store and gas station, which was the hub of the community for years. A new post office was built across the street years later, and in 2000 the 1942 post office was demolished.

Also in 1942, the State Legislature voted to buy land to house and raise food for the residents of the Austin State School. From 1943 through 1948 the State Dairy and Hog Farm leased the Cluck land, providing meat, milk, butter, and vegetables to its residents, who worked the farm for therapy. In 1968, the hog farm was closed and the land became the Leander Rehabilitation Center, providing permanent camp shelters, a dormitory, wilderness camping areas, lakes, picnic areas, and other features.

By the 1960s, nearly all traces of the earlier town had vanished. The church/school, depot, and railroad worker cabins had been torn down or moved to other locations. The only remaining buildings were homes of the Cluck family and the railroad section foreman.

Recent History and the Future

The 1970s saw the onset of real growth for Cedar Park. The population was small, yet 24 businesses and two churches sustained residents of many larger subdivisions built in close proximity to Cedar Park. As Austin began to encroach, the residents of Cedar Park held an election for incorporation on February 24, 1973. The election passed 1300 to 51. The current City of Cedar Park lies northwest of Austin on US 183. Cedar Park became a home rule city when the charter was adopted by the voters in an election held on January 17, 1987. With a population of 1800, Cedar Park had few resources to conduct city business, but the determination of its residents prevailed and the city grew.

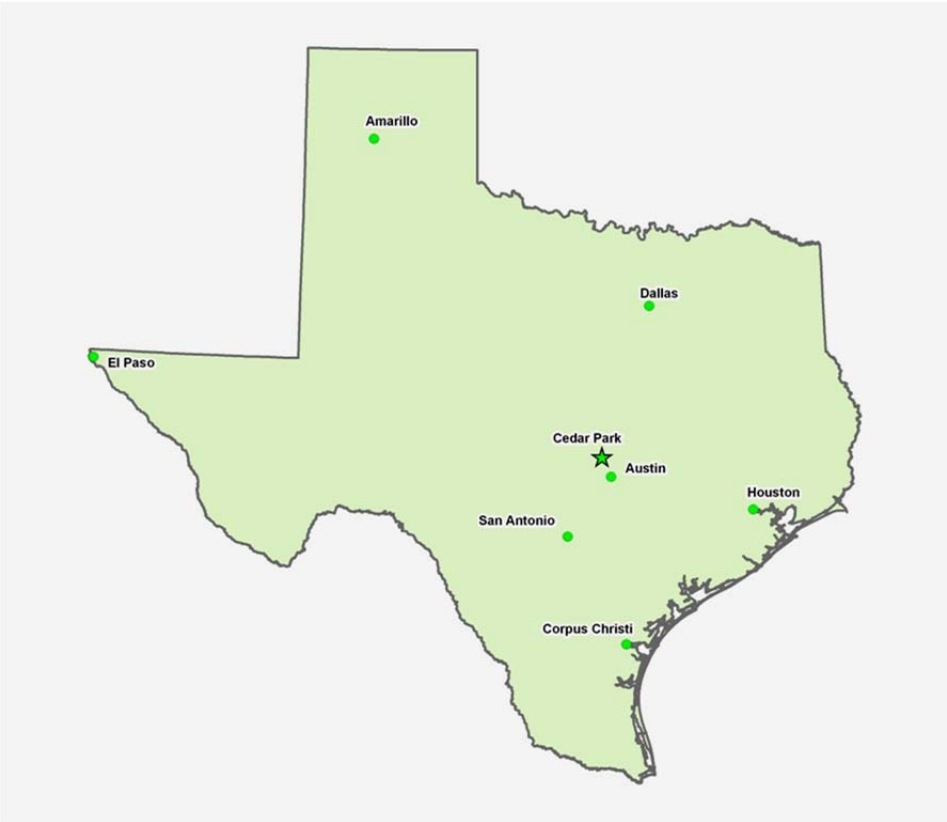
Since 1970, the city has grown from a small bedroom community of 687 to a city of more than 54,000 within the city limits and 80,000 in the ETJ. Cedar Park has grown by more than 400% for the past two decades and is now the third largest city in the Austin area. The City now includes the Cedar Park Center which houses the Texas Stars hockey team and the Austin Toros Basketball team, a full-service regional hospital and several major retail developments.

CITY AND AREA DEMOGRAPHICS

City Size

Square miles in city limits	23.275
Square miles in ETJ	10.070
Total square miles in City and ETJ	33.345

Location



Cedar Park is located in southern Williamson County and Northern Travis County in Texas along the US Highway 183 corridor. US Highway 183 links the southeast and northwest sectors of the Austin Metro Area. In addition to being strategically located along the 183 corridor, Cedar Park is approximately 9 miles from Interstate 35 which is one of the busiest commercial routes.

Below is a table of distance and times to major cities in Texas. The calculations are based upon a travel of city hall to city hall.

City	Distance*	Travel Time*
Amarillo	470.30 miles	7 hours 52 minutes
Austin	20.62 miles	27 minutes
Corpus Christi	212.85 miles	3 hours 54 minutes
Dallas	182.34 miles	2 hours 59 minutes
El Paso	594.20 miles	8 hours 23 minutes
Houston	176.56 miles	3 hours 0 minutes
San Antonio	99.85 miles	1 hour 45 minutes

* Distance and Travel time provided by MapQuest ®

CITY AND AREA DEMOGRAPHICS

Climate

Average Annual Temperature	69 degrees Fahrenheit	
Median Winter Temperature	54 degrees Fahrenheit	
Median Summer High Temperature	84 degrees Fahrenheit	
Record Low Temperature	(2) degrees Fahrenheit	January 31, 1949
Record High Temperature	112 degrees F	August 28, 2011
Average Annual Precipitation	33.38 Inches	
Record High Precipitation	15.00 Inches	September 9, 1921

Population

	1990	1995	2000	2005	2010	2012
Cedar Park [1]	5,161	14,832	26,049	42,618	48,932	56,567
Cedar Park ETJ[1]	6,147	5,079	11,589	19,855	20,929	21,461
Williamson County [2]	139,551	181,608	249,967	327,131	416,236	442,782
Austin MSA [2]	846,227	1,031,557	1,249,763	1,502,014	1,712,461	N/A

Source – 1 – Cedar Park Development Services Department
2 – Capital Area Council of Governments

Unemployment Rates

	1990	1995	2000	2005	2010	2011
Cedar Park	N/A	N/A	N/A	3.8%	5.9%	6.4%
Williamson County	N/A	N/A	2.8%	4.6%	7.4%	6.8%
Austin MSA	N/A	N/A	3.0%	4.5%	7.1%	6.8%
Texas	6.4%	6.1%	4.4%	5.4%	8.2%	7.9%
USA	5.6%	5.6%	4.0%	5.1%	9.6%	8.9%

Source – Texas Workforce Commission (www.Tracer2.com)

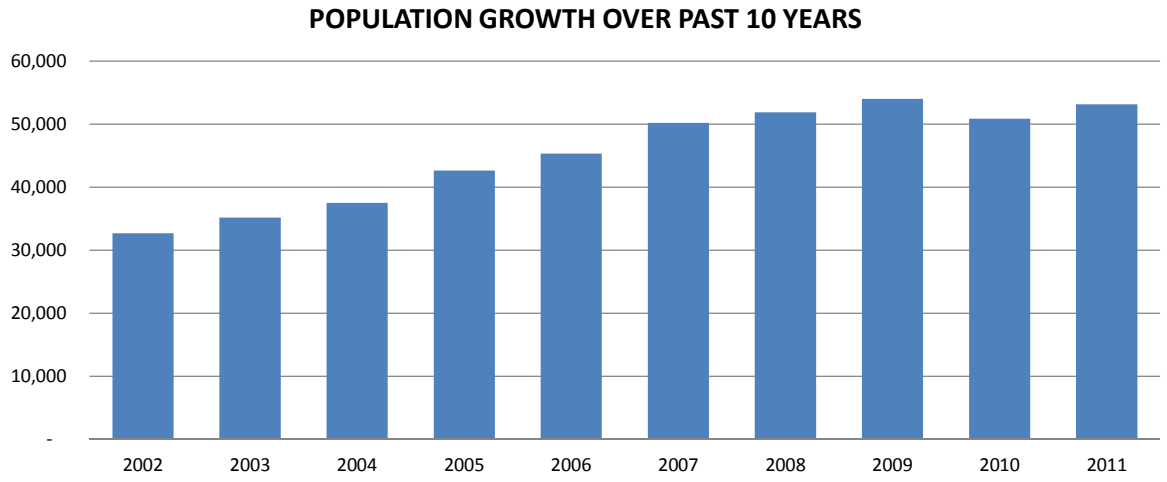
Education

Primary Education provided by Leander Independent School District (LISD):

School Type	School Name	2011 Accountability Ranking
High Schools (9th-12th grades)	Cedar Park	Recognized
	Vista Ridge	Acceptable
Middle Schools (6th-8th grades)	Cedar Park	Recognized
	Artie L. Henry	Recognized
	Running Brushy	Recognized
Elementary Schools (K – 5th grade)	Charlotte Cox	Recognized
	Cypress Creek	Recognized
	Deer Creek	Exemplary
	Ada Mae Faubion	Recognized
	Lois F. Giddens	Recognized
	Patricia Knowles	Recognized
	C.C. Mason	Acceptable
	Pauline Naumann	Recognized
	Reagan	Exemplary
	Westside	Exemplary

DEMOGRAPHIC STATISTICS LAST TEN FISCAL YEARS

Fiscal Year	Population	Personal Income	Income Per Capita	Unemployment Rate
2002	32,692	895,989,644	27,407	4.9%
2003	35,176	985,314,936	28,011	5.3%
2004	37,524	1,101,441,972	29,353	4.2%
2005	42,618	1,371,617,712	32,184	3.0%
2006	45,306	1,539,950,940	33,990	4.0%
2007	50,220	1,813,996,620	36,121	3.3%
2008	51,856	1,956,734,304	37,734	3.9%
2009	54,015	1,976,462,865	36,591	5.8%
2010	50,864	1,921,285,872	37,773	5.9%
2011	53,145	1,967,373,980	37,019	6.4%



Sources:
Unemployment Rate from Texas Workforce Commission
Population - City of Cedar Park Planning Department
Personal income is the factor of population and income per capita.
Income per Capita -City of Cedar Park Economic Development Department

PRINCIPAL EMPLOYERS CURRENT YEAR & NINE YEARS AGO

Employer	2011 Employees	Rank	% of Total City Employment	2002 Employees
LISD	3,984	1	15.05%	1,076
HEB Grocery	495	2	1.87%	600
National Oilwell Varco (MD Totco)	475	3	1.79%	215
City of Cedar Park	391	4	1.48%	284
Cedar Park Regional Medical Center	355	5	1.34%	N/A
Baker Drywall	300	6	1.13%	160
BMC Corporation	275	7	1.04%	N/A
ETS Lindgren	270	8	1.02%	170
CoreSlab	250	9	0.94%	200
Wal-Mart	225	10	0.85%	200

Source: Economic Development Department, City of Cedar Park

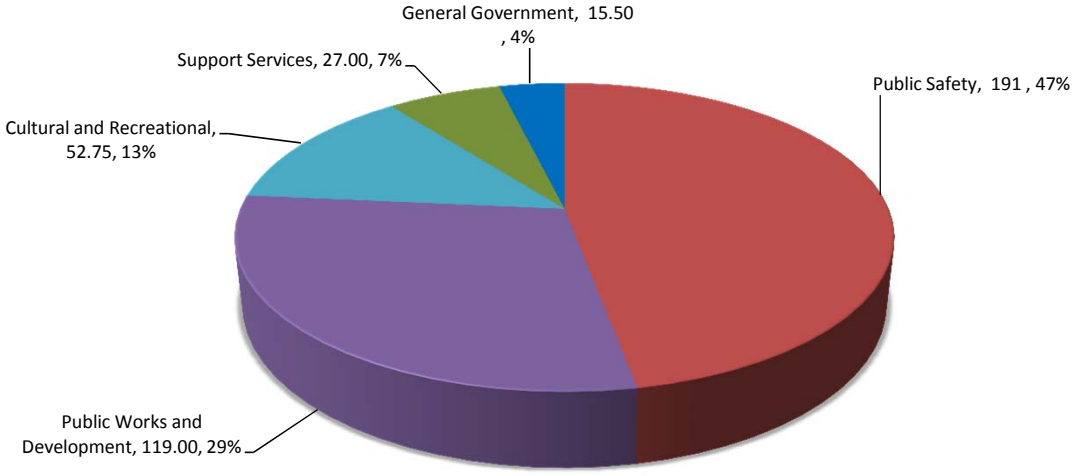
2011 Total Employment City of Cedar Park	26,474
2011 Total Employment Williamson County	226,856

Source: Texas Workforce Commission

FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION LAST TEN FISCAL YEARS

	FY 2013	FY 2012	FY 2011	FY 2010	FY 2009	FY 2008	FY 2007	FY 2006	FY 2005	FY 2004	FY 2003
Function											
Public Safety											
Municipal Court	9.50	9.50	9.50	9.50	9.50	8.50	7.50	7.50	7.50	7.50	6.00
Police	111	104	103	104	104	97	87	77	75	75	69
Fire	69	72	71	74	74	74	67	62	55	55	50
Emergency Management	1	1	1	-	-	-	-	-	-	-	-
Total Public Safety	**190.50**	**186.50**	**184.50**	**187.50**	**187.50**	**179.00**	**161.00**	**146.00**	**136.50**	**136.50**	**125.00**
Public Works and Development											
Engineering	8	8	8	8	8	8	8	7	10	11	12
Development Services	20	18	22	19	19	19	19	18	19	19	25
Field Operations	24	24	22	18	17	17	16	16	16	15	15
Utilities Administration	7	9	8	7	7	7	6	6	4	4	4
Utilities	60	60	58	56	56	54	55	57	56	57	54
Total Public Works and Development	**119.00**	**119.00**	**118.00**	**108.00**	**107.00**	**105.00**	**104.00**	**104.00**	**105.00**	**106.00**	**110.00**
Cultural and Recreational											
Parks and Recreation	33	30.50	30.50	29.50	29.50	22.00	21.00	20.00	20.00	20.00	19.00
Library	17.75	16.75	16.75	18.25	18.25	18.25	17.75	17.75	16.75	16.75	14.00
Tourism	2	2	-	-	-	-	-	-	-	-	-
Total Cultural and Recreational	**52.75**	**49.25**	**47.25**	**47.75**	**47.75**	**40.25**	**38.75**	**37.75**	**36.75**	**36.75**	**33.00**
Support Services											
Finance Services	16	16	15	15	15	14	11	10	10	10	10
Information Technology	6	5	5	5	5	4	4	3	3	3	4
Human Resources	5	4	4	4	4	4	4	4	4	4	4
Total Support Services	**27.00**	**25.00**	**24.00**	**24.00**	**24.00**	**22.00**	**19.00**	**17.00**	**17.00**	**17.00**	**18.00**
General Government											
City Manager	4	4	4	4	4	4	4	6	5	3	3
City Secretary	1	1	1	1	1	1	1	1	1	1	1
Community Affairs	4.50	2.50	2.50	2.50	2.50	2.50	2.50	-	-	-	-
Economic Development	2	2	3	2	2	2	2	1	1	-	-
Legal Services	4	4	4	3	3	3	3	2	-	-	-
Total General Government	**15.50**	**13.50**	**14.50**	**12.50**	**12.50**	**12.50**	**12.50**	**10.00**	**7.00**	**4.00**	**4.00**
Total	**404.75**	**393.25**	**388.25**	**379.75**	**378.75**	**358.75**	**335.25**	**314.75**	**302.25**	**300.25**	**290.00**

FY 2012-13 CITY-WIDE FTES BY FUNCTION



Ad Valorem Rate Analysis

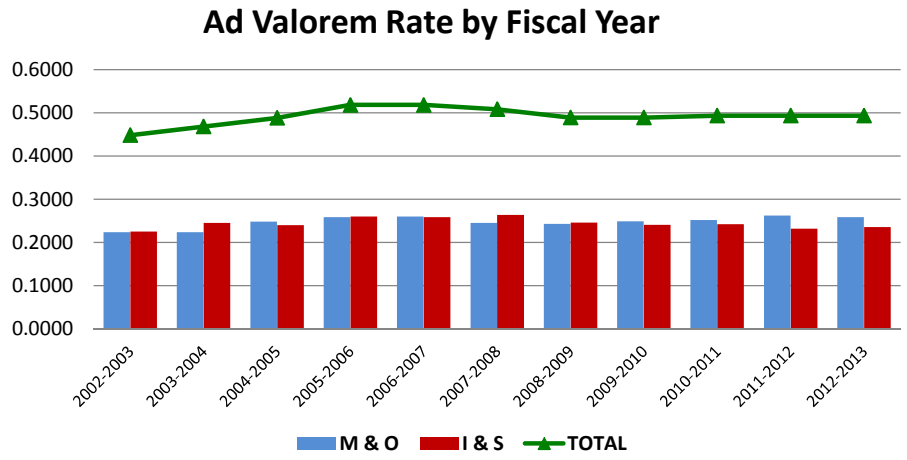
	Tax Year 2011/ Fiscal Year 2011-2012	Tax Year 2012/ Fiscal Year 2012-2013	Variance
Average Residential Ad Valorem	$ 189,477	$ 192,148	$ 2,671
Average Residential Levy	935	948	13
Effective Tax Rate	$ 0.501673	$ 0.485022	$ (0.016651)
Rollback Tax Rate	$ 0.500989	$ 0.506673	$ 0.005684
Adopted Tax Rate	$ 0.493501	$ 0.493501	$ -

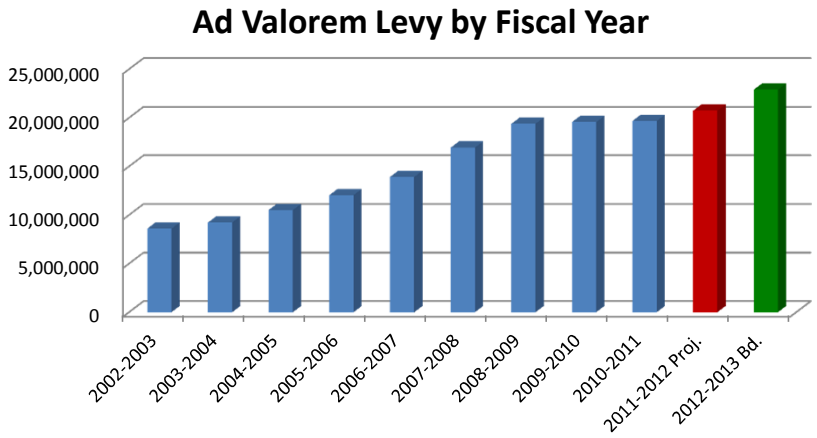
Ad Valorem Levy Analysis

	Maintenance & Operations (M&O)	Interest & Sinking (I&S)	Total Rate & Levy
Taxable Value	$ 4,725,639,299	$ 4,725,639,299	$ 4,725,639,299
Remove Frozen Value	258,770,657	258,770,657	258,770,657
Remove 80% TIRZ Value	89,999,406	89,999,406	89,999,406
Adjusted taxable value	**4,376,869,236**	**4,376,869,236**	**4,376,869,236**
X M&O Rate / 100	0.2584640		
X I&S Rate / 100		0.2350370	0.493501
Total Levy	$ 11,312,631	$ 10,287,262	$ 21,599,893
Tax levy on frozen property	620,835	564,563	1,185,398
Total Estimated Levy	**11,933,466**	**10,851,825**	**22,785,291**
X Collection Rate	98.5%	98.5%	98.5%
Total Adjusted Tax Levy	**$ 11,754,464**	**$ 10,689,048**	**$ 22,443,512**
FY 2011-12 TIRZ Calculation Value	89,999,406	89,999,406	89,999,406
X M&O Rate / 100	0.2584640		
X I&S Rate / 100		0.2350370	0.493501
X Collection Rate	100.0%	100.0%	100.0%
Estimated Collections for TIRZ	232,616	211,532	444,148

TAXABLE AD VALOREM, RATES, AND LEVIES FOR TEN YEARS

FISCAL YEAR	TAXABLE AD VALOREM	M & O	% OF RATE	I & S	% OF RATE	TOTAL	LEVY	ANNUAL LEVY GROWTH
2002-2003	1,917,874,799	0.223220	49.8%	0.225020	50.2%	0.448240	8,596,682	21.3%
2003-2004	1,971,352,148	0.223220	47.7%	0.244850	52.3%	0.468070	9,227,308	7.3%
2004-2005	2,154,065,400	0.248170	50.8%	0.239900	49.2%	0.488070	10,513,347	13.9%
2005-2006	2,325,565,657	0.258160	49.8%	0.259910	50.2%	0.518070	12,048,058	14.6%
2006-2007	2,686,303,395	0.260000	50.2%	0.258070	49.8%	0.518070	13,916,932	15.5%
2007-2008	3,332,911,410	0.244870	48.2%	0.263200	51.8%	0.508070	16,933,523	21.7%
2008-2009	3,963,497,416	0.243140	49.7%	0.245861	50.3%	0.489001	19,381,542	14.5%
2009-2010	3,999,512,680	0.248783	50.9%	0.240218	49.1%	0.489001	19,557,657	0.9%
2010-2011	3,988,335,181	0.251408	50.9%	0.242093	49.1%	0.493501	19,682,474	0.6%
2011-2012	4,200,040,324	0.261739	53.0%	0.231762	47.0%	0.493501	20,727,241	6.0%
2012-2013	4,707,070,384	0.258464	52.4%	0.235037	47.6%	0.493501	22,887,659	10.4%



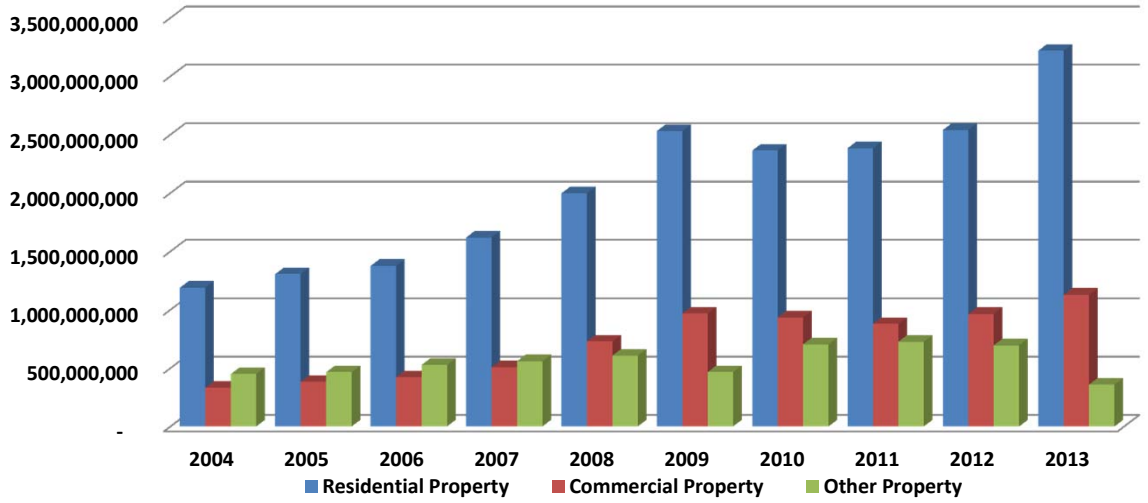


VALUE OF TAXABLE PROPERTY LAST NINE FISCAL YEARS

Fiscal Year	Residential Property	% of Total	Commercial Property	% of Total	Other Property	% of Total	Total Ad Valorem
2004	1,189,297,215	60.3%	332,340,616	16.9%	449,714,317	22.8%	1,971,352,148
2005	1,306,054,181	60.6%	382,550,114	17.8%	465,461,105	21.6%	2,154,065,400
2006	1,376,304,548	59.2%	421,937,603	18.1%	527,323,507	22.7%	2,325,565,657
2007	1,618,811,971	60.3%	508,639,122	18.9%	558,852,302	20.8%	2,686,303,395
2008	1,997,664,922	59.9%	728,662,289	21.9%	606,584,199	18.2%	3,332,911,410
2009	2,530,497,224	63.8%	967,099,027	24.4%	465,901,165	11.8%	3,963,497,416
2010	2,363,230,185	59.1%	933,098,751	23.3%	703,183,744	17.6%	3,999,512,680
2011	2,383,459,137	59.8%	879,088,156	22.0%	725,807,888	18.2%	3,988,355,181
2012	2,540,083,666	60.5%	964,914,255	23.0%	695,042,403	16.5%	4,200,040,324
2013	3,218,804,089	68.4%	1,129,192,557	24.0%	359,073,739	7.6%	4,707,070,384

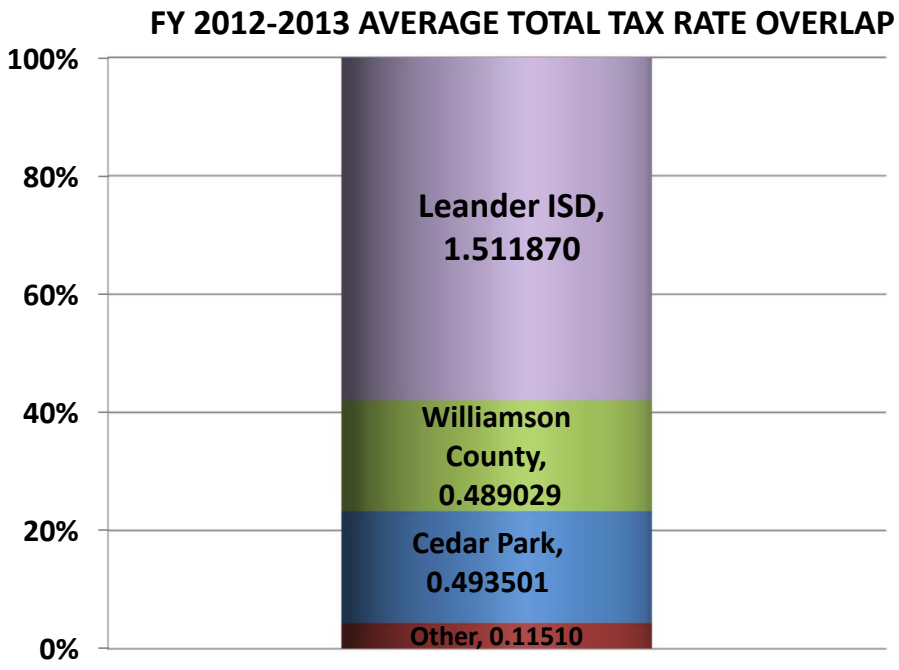
Source: Williamson County Appraisal District

AD VALOREM BY CATEGORY



PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS*
LAST TEN FISCAL YEARS

Fiscal Year	City of Cedar Park General Fund	City of Cedar Park Debt Service Fund	City of Cedar Park Total City	Leander Independent School District	Round Rock Independent School District	Travis County	Williamson County	Other	Avg Total Overlap*
2003	0.223220	0.225020	0.448240	1.722000	1.792400	0.491800	0.458300	0.070000	2.698540
2004	0.223220	0.244850	0.468070	1.830000	1.864260	0.487200	0.481810	0.097100	2.876980
2005	0.248170	0.239900	0.488070	1.790000	1.857213	0.499300	0.512217	0.110000	2.900287
2006	0.258160	0.259910	0.518070	1.750000	1.833411	0.499300	0.499657	0.119100	2.886827
2007	0.260000	0.258070	0.518070	1.643800	1.640646	0.421600	0.499657	0.116500	2.778027
2008	0.244870	0.263200	0.508070	1.333400	1.323805	0.421600	0.489100	0.115800	2.446370
2009	0.243140	0.245861	0.489001	1.379240	1.332426	0.412200	0.468324	0.115400	2.451965
2010	0.248783	0.240218	0.489001	1.422340	1.380000	0.412200	0.489990	0.114600	2.515931
2011	0.251408	0.242093	0.493501	1.454800	1.380000	0.465800	0.489990	0.115100	2.553391
2012	0.261739	0.231762	0.493501	1.499760	1.335000	0.485500	0.487687	0.114800	2.595748
2013	0.258464	0.235037	0.493501	1.511870	1.380000	0.500100	0.489029	0.115100	2.609500



Notes:
Source: Tax office of the respective entities
* Based upon residency in City of Cedar Park, Leander ISD, Williamson County, and Other

TOP TEN TAXPAYERS CURRENT YEAR & NINE YEARS AGO

Fiscal Year 2012-2013 / Tax Year 2012

Name of Taxpayer	Nature of Property	Taxable Value	Rank	% of Total Taxable Value
Inland Western Cedar Park 1890 Ranch LP	Commercial	$ 95,508,877	1	2.03%
Northland Lakeline LLC	Real estate	28,417,350	2	0.60%
AMFP I Altea LLC	Real estate	25,140,000	3	0.53%
Ranger Excavating	Industrial	24,409,300	4	0.52%
National Oilwell Varco LP	Industrial	31,293,437	5	0.66%
Mid-America Apartments LP	Real estate	24,001,498	6	0.51%
UDR Red Stone Ranch LLC	Real estate	23,873,446	7	0.51%
Colonial Realty LP	Real estate	22,711,680	8	0.48%
G&E Apartment Reit Arboleda	Real estate	21,500,000	9	0.46%
UDR Lakeline Villas LLC	Real estate	21,458,954	10	0.46%
	Subtotal	$ 318,314,542		6.76%
	All Other	$ 4,388,755,842		93.24%
	Total	$ 4,707,070,384		100.00%

Fiscal Year 2003-2004 / Tax Year 2003

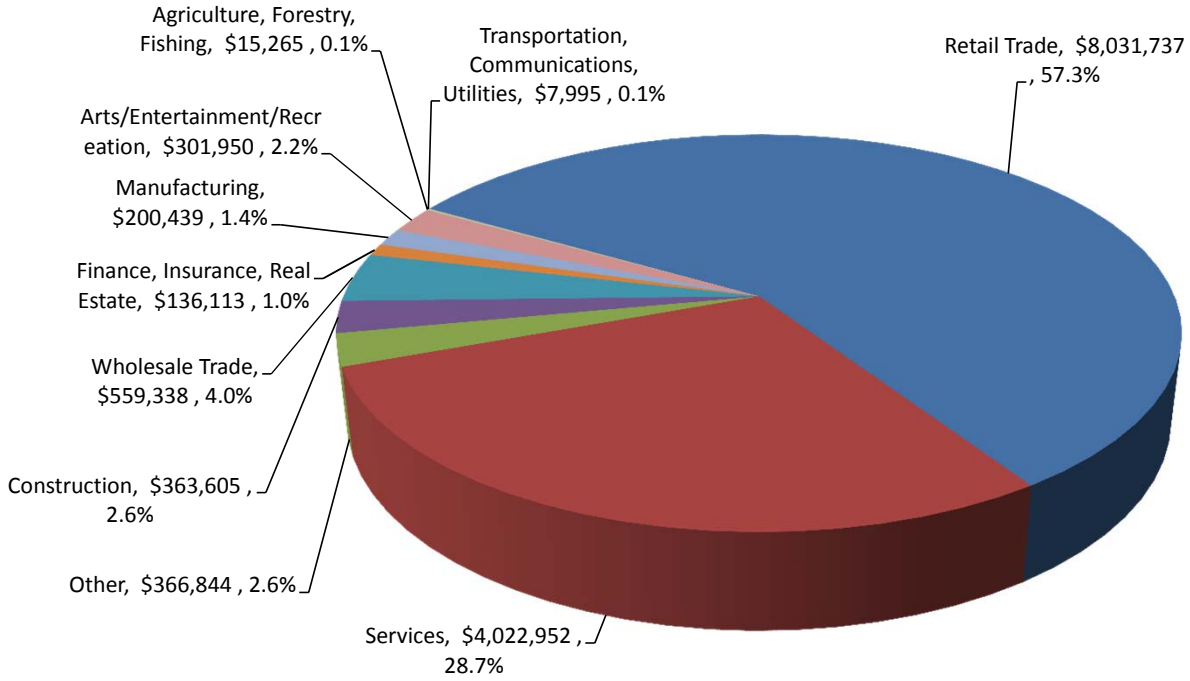
Name of Taxpayer	Nature of Property	Taxable Value	Rank	% of Total Taxable Value
Metropolitan Tower Realty Co.	Real estate	$ 16,703,929	1	0.85%
Heritage - 1440 Montfort LP	Real estate	14,891,694	2	0.76%
Wal-Mart	Retail	12,617,043	3	0.64%
Lakeline Properties	Real estate	9,623,410	4	0.49%
M-D Totco Instrumentation	Industrial	5,210,640	5	0.27%
Wal-Mart Stores East	Retail	8,021,641	6	0.41%
Lumbermans Investment	Real estate	7,525,546	7	0.38%
H. E. Butt, Inc.	Retail	7,265,322	8	0.37%
Randall's Food & Drug, Inc.	Retail	7,161,510	9	0.36%
Cedar Park Townhouses	Real estate	7,119,000	10	0.36%
	Subtotal	$ 96,139,735		4.89%
	All Other	$ 1,868,860,265		95.11%
	Total	$ 1,965,000,000		100.00%

Source: Williamson County Appraisal District

SALES TAX BY CATEGORY LAST TEN FISCAL YEARS

	2011	2010	2009	2008	2007
Agriculture, Forestry, Fishing	$ 15,265	$ 9,077	$ 7,469	$ -	$ -
Arts/Entertainment/Recreation	301,950	279,978	110,858	40,366	29,267
Construction	363,605	389,378	412,173	844,496	509,846
Finance, Insurance, Real Estate	136,113	140,709	146,046	339,480	405,427
Manufacturing	200,439	206,917	128,258	340,445	282,529
Other	366,844	332,562	1,919,291	573,540	560,985
Retail Trade	8,031,737	7,966,572	6,456,975	6,440,186	6,413,336
Services	4,022,952	3,681,818	3,430,064	3,524,669	2,717,717
Transportation, Communications, Utilities	7,995	13,584	5,681	220,699	39,232
Wholesale Trade	559,338	267,289	213,344	455,696	431,204
Total	$ 14,006,238	$ 13,287,884	$ 12,830,160	$ 12,779,577	$ 11,389,543
City sales tax rate	2%	2%	2%	2%	2%

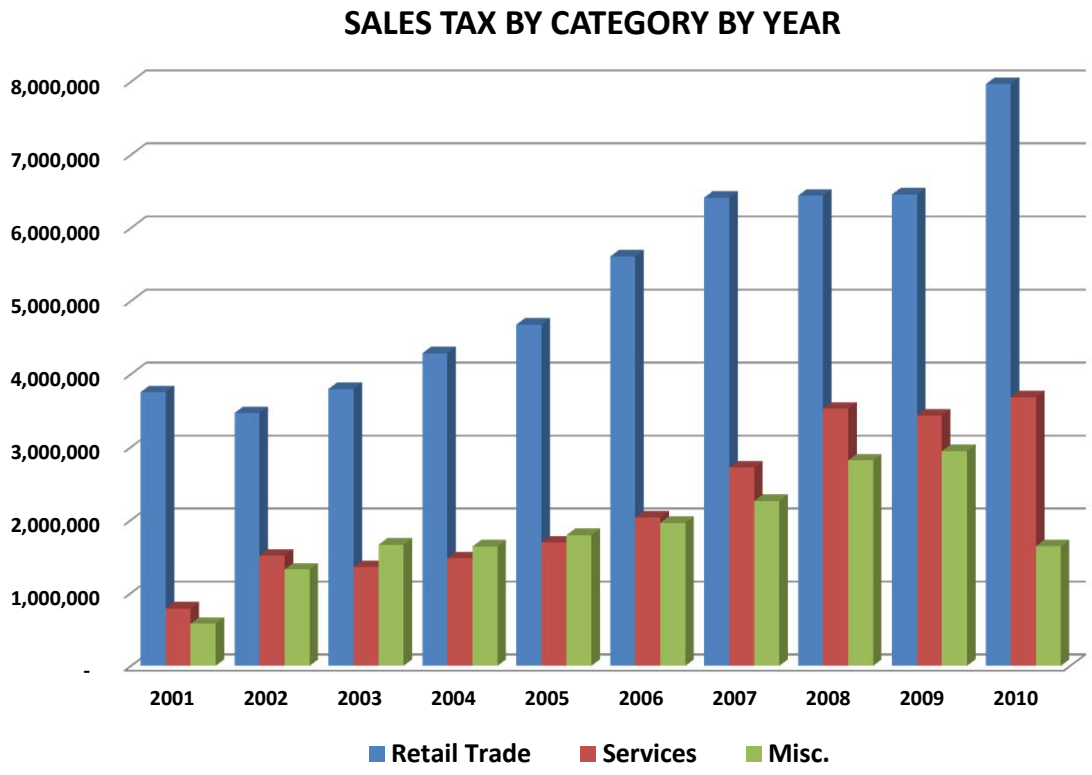
2011 SALES TAX BY CATEGORY



Source: Texas Comptroller of Public Accounts

SALES TAX BY CATEGORY LAST TEN FISCAL YEARS

	2006	2005	2004	2003	2002
Agriculture, Forestry, Fishing	$ -	$ 106,381	$ 120,385	$ 101,958	$ -
Arts/Entertainment/Recreation	25,942	45,194	49,462	40,788	28,703
Construction	531,113	310,838	283,585	160,030	214,440
Finance, Insurance, Real Estate	319,701	325,978	305,675	281,223	239,893
Manufacturing	308,276	263,652	136,762	150,485	157,046
Other	445,706	418,172	368,208	391,507	102,204
Retail Trade	5,607,844	4,675,387	4,283,035	3,794,034	3,465,248
Services	2,033,464	1,688,546	1,472,454	1,352,413	1,508,573.9
Transportation, Communications, Utilities	35,527	51,463	31,943	14,908	387
Wholesale Trade	292,330	270,069	340,764	519,472	576,533
Total	$ 9,599,903	$ 8,155,680	$ 7,392,273	$ 6,806,818	$ 6,293,028
City sales tax rate	2%	2%	2%	2%	2%



Source: Texas Comptroller of Public Accounts

BUDGET GLOSSARY

Accounting System: The methods and records established to identify, assemble, analyze, classify, record, and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable (AP): A short-term (one year or less) liability reflecting amounts owed for goods and Services received by the City.

Accounts Receivable (AR): An asset reflecting amounts due from other persons or organizations for goods and services furnished by the City.

Accrual Accounting: A basis of accounting in which revenues and expenses are recorded at the time they occur, rather than at the time cash is received or paid by the city.

Actual: The actual amount spent on expenditures as it relates to a fund, department and/or expenditure category. These amounts have been adjusted and include audit adjustments.

Ad Valorem Taxes: Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Two ad valorem rates create the total collection:

> Maintenance and Operations Rate: This rate is one of two component rates that make up the total tax rate. Revenue generated by this rate is used to fund general operations of the City.
>
> Debt Service Rate: This rate is the second of two component rates that make up the total tax rate. This rate is set by law in an amount sufficient to generate enough revenue with which to pay the City's maturing general obligation debt.

Adjustment to Base Request: A request needed to maintain current service levels, such as fuel or electricity, and may include personnel when needed to maintain the service level.

Advanced Refunding Bonds: Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding are deposited in escrow with a fiduciary, invested in U.S. Treasury Bonds or Other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Appropriations: An authorization made by the City Council which permits the City to make expenditures and incur obligations.

Approved: The adopted budget for a fund, department and/or expenditure category for the upcoming fiscal year.

Assessed Value: A valuation set upon real estate or other property as a basis for levying property taxes. All property values within the City of Cedar Park are assessed by the Williamson County Appraisal District.

Asset: The resources and property of the City that can be used or applied to cover liabilities.

Audit: An examination or verification of the financial accounts and records. The City is required to have an annual audit conducted by qualified certified public accountants.

Balanced Budget: A budget with total revenues equaling total expenditures. The City adopts an annual budget that will have a balanced General Fund budget; however, the total budget is either balanced or has revenues over higher than expenditures.

Base Budget: Refers to a departmental operating budget minus personnel and VES contribution.

BUDGET GLOSSARY

Basis of Accounting: Refers to when revenues, expenditures, expenses, and transfers (and the related assets and liabilities) are recorded and reported in the financial statements.
Bond: A written promise to pay a specified sum of money (called the principal amount) at a specific date or dates in the future (called the maturity dates) and carrying interest at a specified rate, usually paid periodically. The difference between a bond and a note is that a bond is issued for a longer period and requires greater legal formality. The most common types of bonds are general obligation and revenue bonds. Bonds are usually used for construction of large Capital projects, such as buildings, streets, and water/sewer system improvements.

Bonded Debt: The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued: Bonds sold by the City.

Bonds Payable: The face value of bonds issued and unpaid.

Budget: A financial plan for a specified period of time (fiscal year for the City) that includes an estimate of proposed expenditures and the means for financing them.

Budget Message: A general discussion of the proposed budget as presented in writing by the City Manager to the City Council.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period.

Capital Improvements: Expenditures for the construction, purchase, or renovation of City facilities or property.

Capital Outlay: Expenditures resulting in the acquisition of or addition to the City's fixed assets. Generally, any item with a purchase price of $5,000 or more and having an estimated useful life of at least two years is classified as a capital outlay expenditure.

Cash Basis: A basis of accounting in which transaction recorded when cash is received or disbursed.

Category Descriptions: The name given to a group of similar line items. E.I. Line items related to the operating a facility such as gas and electricity grouped under the category description of Occupancy.

Certificate of Obligation Bonds: Bonds backed which do not require voter approval and can either be backed by the full faith and credit of the City or by a specific or special revenue stream.

Charges for Service: The revenue typically charged for a service is specific to an individual user, rather than a communal good, therefore the charge is used to offset the cost for the individual need. Ex. Park fees and utility charges.

Community Development Corporation: A city-council commissioned Board that is responsible for promoting economic development within the City of Cedar Park and providing for the public welfare of and for the City of Cedar Park. The projects include various areas such as streets, roads, transportation systems, public parks and facilities, municipal facilities, sports facilities, entertainment projects and other items related to the community attributes of Cedar Park. The Board is funded through a ½ cent dedicated sales tax option.

Debt Service Fund: A fund established to account for funds needed to make principal and interest payments on outstanding bonds when due. Also referred to as an Interest and Sinking Fund.

Debt Service Requirements: The amount of money required to pay interest and principal for a specified period on outstanding debt.

BUDGET GLOSSARY

Delinquent Taxes: Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.

Department: A functional group of the City with related activities aimed at accomplishing a major City service or program (e.g. the Fire Department).

Depreciation: The prorating of the cost of a fixed asset over the estimated service life of the asset. Each period is charged with a portion of such cost, and through this process, the entire cost of the asset is ultimately charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds. Assets in general governmental funds are expensed entirely when purchased.

Division: A sub-group of a Department that represents a major service provided by the Department (e.g. the Fire Suppression Division).

Economic Development Corporation: A city-council commissioned Board that is responsible for promoting, assisting and enhancing economic development activities for the City of Cedar Park. The Board is funded by a ½ cent dedicated sales tax option.

Effective Tax Rate: The rate necessary to raise the same total amount of taxes from the same properties that were on the roll last year.

Efficiency & Effectiveness Measure: A performance indicator is an assessment of how well or the degree of quality a department provides services.

Encumbrance: The commitment of appropriated funds to purchase an item or service. An encumbrance differs from an account payable in that a commitment is referred to as an encumbrance before goods or services are received.

Enhancement Request: A request considered a "nice-to-do" and would enhance or add to the current service levels.

Enterprise Fund: See Proprietary Fund.

Equity: The difference between assets and liabilities of the fund.

Estimated: An estimate of an unknown number, such as future revenue, based upon history, trend, or other logical methods.

Expense/Expenditure: Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Extra Territorial Jurisdiction (ETJ): The unincorporated area that is contiguous to the corporate boundaries of a City. The ETJ area for the City of Cedar Park extends one mile from the City's boundaries. Cities have certain powers in their ETJ's to promote and protect the general health, safety, and welfare of persons residing in and adjacent to the City.

Fiduciary Fund: A fund created for situations in which the government is acting in a trustee capacity or as an agent for other entities.

Fire Protection Fees: Revenues from this fee cover the cost of the City providing fire protection service to areas in the ETJ. This fee is assessed in lieu of the ETJ districts charging an ad valorem tax.

Fiscal Year (Period): The time period designated by the City **s**ignifying the beginning and ending period for recording financial transactions of the City. The City of Cedar Park's fiscal year begins each October 1st and ends the following September 30th.

BUDGET GLOSSARY

Fixed Assets: Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Franchise Fees: These fees are derived from major public utilities operating within the City and are intended to reimburse the City for use of public streets and rights of way, which is generally computed as a percent of gross receipts and the percentages vary among the utility classes.

Full Faith and Credit: A pledge to the City's taxing power to repay debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or tax supported debt.

Full-Time Equivalent (FTE): A calculation of a position in which a position is calculated by the proportion of hours worked compared to a full-time employee. Ex. A season employee is a .25 FTE because a budgeted to work a ¼ the number of hours of a full-time employee.

Fund: Separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Fund Balance: The excess of a fund's assets over its liabilities and reserves.

Garbage Collection Fees: A fee is assessed for the collection of garbage which is provided by the City through the use of an outside vendor.

General Fund: The largest fund within the City. Accounts for all financial resources except those required to be accounted for in another fund. The General Fund Contains the activities commonly associated with municipal government, such as police and fire protection, libraries, and parks and recreation.

General Obligation Bonds: Voter-approved Bonds backed by the full faith and credit of the City and funded thru Ad Valorem Taxes.

Governmental Fund: Includes activities usually associated with a typical local government's operations, such as Police protection. Governmental Funds also include "Special Revenue" Funds that account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Impact Fees: These fees are charged for facility expansion of the city's water and wastewater systems. The Texas Local Government Code, Chapter 395, enacted by the State Legislature in 1987 (Senate Bill 336) and amended in 1989, empowers cities to impose and collect "impact fees" upon new development.

Interest: Idle funds are prudently invested in various instruments allowed under the adopted City Investment Strategy and Policy.

Interfund Transfers: All interfund transactions except loans and reimbursements.

Intergovernmental Revenues: Revenues from other governments in the form of grants, entitlements, or payments in lieu of taxes.

Machinery & Equipment: Property that does not lose its identity when removed from its location and is not changed materially or consumed immediately by use.

Maintenance: The act of keeping assets in a state of good repair. It includes preventive maintenance, normal periodic repairs, part replacement, and so forth, needed to maintain the asset so that it continues to provide normal service.

BUDGET GLOSSARY

Mission Statement: tells you the fundamental purpose of the organization. It concentrates on the present. It defines the customer and the critical processes. It informs you of the desired level of performance.

Modified Accrual Basis: This method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received (except for principal and interest on long-term debt, which is recognized when paid).

Operating Budget: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.

Operating Expenses: Proprietary fund expenses related directly to the fund's primary activities.

Operating Income: The excess of proprietary fund operating revenues over operating expenses.

Operating Revenues: Proprietary fund revenues directly related to the fund's primary activities. They consist primarily of user charges for goods and services.

Ordinance: A formal legislative enactment by the City Council.

Part 1 Crime/Offense: The Crimes against a person or property most likely to be reported to the Police Department and include homicide, rape, robbery, aggravated assault, burglary, larceny, motor vehicle theft, and arson.

Paying Agent: An entity responsible for paying the bond principal and interest on behalf of the City.

Performance Improvement: A departmental goal for the fiscal year which should improve performance, efficiency, customer service, etc. and should be completed with-in the fiscal year.

Performance Indicator: A departmental measure of performance.

Principal: The face value of a bond, payable on stated dates of maturity.

Proprietary Fund: Also referred to as an Enterprise Fund. A governmental accounting fund in which the services provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges.

Purchase Order (PO): A requisition document for a good or service that has been approved by Finance and includes the amount to be expended for the requisition assuming a satisfactory delivery of the good or completion of the service.

Reimbursements: Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that apply to another fund.

Resolution: A special or temporary order of the City Council. Requires less formality than an ordinance.

Retained Earnings: An equity account reflecting the accumulated earnings of a proprietary fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.

Rollback Tax Rate: The rollback rate is the sum of the Effective M&O (or the rate to raise the same M&O amount on the same properties from the previous year) rate plus 8% and the debt rate (or the rate

BUDGET GLOSSARY

required to fund the anticipated ad valorem debt obligations). If the rate is exceeded, the citizens can call an election by using a petition that will "roll back the rate" to the rollback rate.

Sales Tax: A tax levied upon the sale of certain goods and services as allowed by Texas State law. The State of Texas levies a 6.25% sales tax. The City of Cedar Park levies a 2% sales tax, which is allocated as 1% to the General Fund, 0.5% to the 4A Economic Development Fund and 0.5% to the 4B Community Development Fund. The Total rate for the City is 8.25%.

Special Revenue Fund: Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Taxes: Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Incremental Reinvestment Zone (TIRZ): A community and/or economic development tool for under-utilized area of a municipality in which increases in property value are used to help finance enhancements in the area.

Tax Levy Ordinance: An ordinance through which taxes are levied.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property.

Transfer: A transfer moves funds from other funds to another in order to either cover expenses, such as transfers to debt funds or to properly state a fund's cost of business such as the Utility Fund transfer to the General Fund which funds administrative costs.

Ultimate Customers: The ultimate customers are the citizens of Cedar Park who have entrusted us to provide all services as efficiently and cost-effectively as possible regardless of what services they personally use.

Unencumbered Balance: The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

User Charges: The payment of a fee for direct receipt of a public service by a party benefiting from the service (e.g. water and sewer fees).

Vision Statement: A vivid idealized description of a desired outcome that inspires energizes and helps you create a mental picture of your target. It could be a vision of a part of your life, or the outcome of a project or goal.

Working Capital: For enterprise funds, the excess of current assets over current liabilities.

Workload Measure: Performance Indicator that shows the amount of work completed or the amount of service is provided during a fiscal year.

BUDGET ABBREVIATIONS

AIM: Assessment – Improvement – Maintenance

AMR: Automated Meter Read

ARB: Appraisal Review Board

BCRUA: Brushy Creek Regional Utility Administration

BCRWWS: Brushy Creek Regional Wastewater System

CAD: Computer Aided Design

(County Name) CAD: (County Name) Central Appraisal District

CAFR: Comprehensive Annual Financial Report

CAMPO: Capital Area Metro Planning Organization

CAPCOG: Capital Area Council of Governments

CBOD: Carbonaceous biochemical oxygen demand

CIF: Capital Improvement Funds

CIP: Capital Improvement Project/Program

CM: City Manager

CO / C of O: Certificate of Obligation Bond

COLA: Cost of living adjustment

CPC: Cedar Park Center / Cedar Park Event Center

CPOD: Cedar Park Organizational Development

CPTV: Cedar Park Television

CR: County Road

CTRMA: Central Texas Regional Mobility Authority

DOC: Department of Operations

ED: Economic Development

EPA: Environmental Protection Agency

ETJ: Extra-territorial Jurisdiction

ETR: Effective Tax Rate

FTE: Full-time Equivalent.

FY: fiscal year.

GFOA: Governmental Finance Officers of the United States and Canada.

GIS: Geographical Information System

GO: General Obligation Bond

HR: Human Resources

ICMA: International City Manager's Association

I&S: Interest and Sinking

IT: Information Technology

LCRA: Lower Colorado River Authority

LISD: Leander Independent School District

M&O: Maintenance and Operations

BUDGET ABBREVIATIONS

N/A: Not available / not applicable

NTU: Nephelometric Turbidity Units

O&M: Operations and Maintenance

PC: Personal Computers

PE: Professional Engineer / Professional Engineering

PPM: Parts Per Million

PT: Part-Time

R & I: Revenue and Interest

REC/Rec: Recreation

REF: Refinance

REV: Revenues

RM: Rural to Market Road

SCADA: Supervisory Control and Data Acquisition

SR: Senior

SRO: School resource officer

TCEQ: Texas Commission on Environmental Quality

TPDES: Texas Pollutant Discharge Elimination System

TSS: Total Suspended Solids

TX-DOT: Texas Department of Transportation

VES: Vehicle and Equipment Services

WCID: Water Control and Improvement Districts

WCRAS: Williamson County Regional Animal Shelter

WRF: Water Reclamation Facility

WTP: Water Treatment Plant