

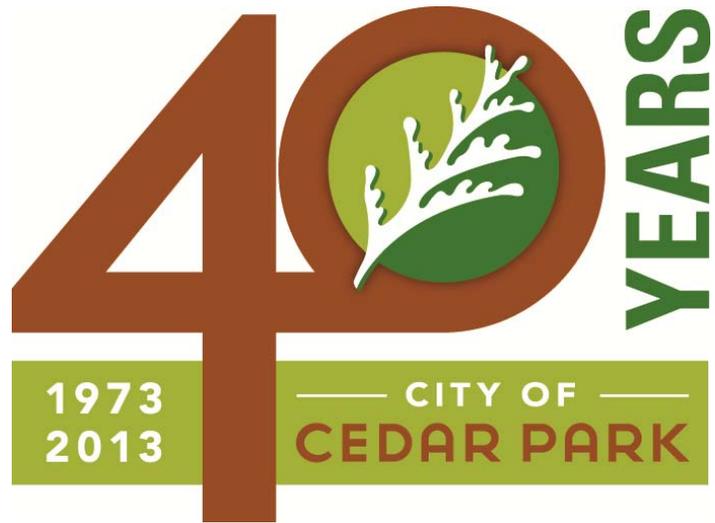
As required by Section 102.005 of the Local Government Code, the City of Cedar Park is providing the following statement on this cover page of its proposed budget:

This budget will raise more total property taxes than last year's budget by \$1,922,028 or 8.4%, and of that amount \$1,023,636 is tax revenue to be raised from new property added to the tax roll this year.

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BY: *Debra M. U.*



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Cedar Park  
Texas**

For the Fiscal Year Beginning

**October 1, 2012**

*Christopher P. Morill*

President

*Jeffrey R. Emer*

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, 2012.

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.



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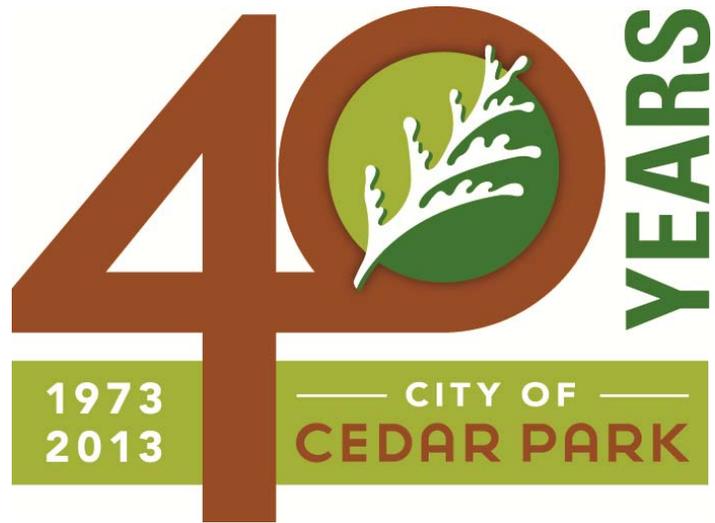
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August 12, 2013

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

Re: Proposed FY 2013-14 Budget

I am pleased to present the Proposed Operating and Capital Budgets for Fiscal Year 2013-14 for your consideration. Public Hearings are scheduled for August 22, 2013, September 5, 2013, and September 12, 2013.

The City celebrated its 40<sup>th</sup> anniversary in February of this year which gave Council and staff time to reflect on the growth and changes that have occurred over its history. In keeping with the celebration, the theme for the FY 2013-14 budget is “Keeping Fit at 40 – Maintaining the Core.” As such the budget focused on maintaining core service levels while the City manages the service demands created by being the 4<sup>th</sup> fastest growing City according to the US Census and adds two large retail developments. A key example of addressing increased service demands is the 1431 (Parmer to Sam Bass) transportation project and related debt issuance which will be the largest transportation project in the City’s history which will begin construction during FY 2013-14.

The FY 2013-14 Proposed Budget expenditures focused on core services, especially on public safety as approximately 90% of the General Fund increase is related to public safety expenditures, including 4 new public safety positions. The Proposed Budget was able to maintain or enhance all core services while meeting the budget goal of not increasing the ad valorem tax rate. Several key revenues, especially sales tax, are expected to increase during the upcoming budget year which will allow for the City to meet this goal.

Revenues generated from ad valorem taxes will increase in the proposed budget primarily related to new value that was added to the roll in 2013. Approximately 51% of the increase is related to new growth, including 751 new homes, which are approximately 2,500 new residents. While ad valorem is increasing, the most significant revenue growth for the FY 2013-14 budget comes from sales tax which will increase by approximately \$1,000,000 from the FY 2012-13 Adopted Budget to the FY 2013-14 Proposed Budget. The growth is based in part on actual collections received during FY 2012-13 which have been higher than anticipated due increased construction activity and new restaurants opening. In addition, the City is anticipating that a Costco and a Super Wal-Mart will be opening mid-year which will add to the sales tax base.

This memorandum is intended to provide an analytical snapshot of the operating budget, particularly the General Fund. Detailed information regarding funds and departments can be found in the individual fund and departmental sections of this document.

## GENERAL FUND

### General Fund Revenues:

During the current fiscal year, the City has seen positive growth in revenues. This is a change from the relatively flat growth seen over the past few fiscal years. For FY 2013-14, the proposed revenues reflect conservative projections based upon that growth. The growth will allow the City to maintain current service levels even as key cost factors such as fuel and occupancy begin to increase. The notes below provide further information about each major revenue category:

- **Ad Valorem** has added over \$367 million to the tax roll, including \$207 million from new growth. The General Fund levy is projected to increase by \$762,842 or 6.5% from the current year. Ad Valorem is discussed in further detail under the Ad Valorem Section.
- **Sales Tax** is projected to increase by \$950,915 or approximately 12.4% from the FY 2012-13 adopted budget, however, the proposed amount is an increase of \$336,035 or 4.0% from projections. Over the past several months, the City has seen positive growth in restaurant establishments which is anticipated to be maintained during FY 2013-14. In addition, the City is anticipating two large retail developments to come on-line during the upcoming fiscal year.
- **Development-Related Fees** are projected to increase slightly from FY 2012-13 adopted budget based upon current development trends. However, they will be lower than the FY 2012-13 year-end projection by approximately 10.5% based on fewer undeveloped tracts of land.
- **Administrative and Contract Services** reflects a slight decrease based on a decrease to the Utility Administrative Transfer.
- **Fines and Forfeitures** are expected to increase slightly based on current trend levels.
- **Fees for Service** reflect an increase based upon a full year of adult athletic league activity.
- **Miscellaneous Fees** reflects an increase based upon current trend levels.

### **Ad Valorem Tax**

Ad valorem revenue is the General Fund's largest single revenue source and accounts for approximately 36.4% of General Fund revenues in the proposed budget. The following factors were considered when projecting ad valorem revenues in the proposed budget:

- No change to the ad valorem rate.
- Total ad valorem roll value has increased by \$376,050,938 or 8.6% growth
- Total ad valorem roll value of properties that were on the roll last year has increased by \$168,627,704 or 3.85%.
- New Improvements, including 751 new homes, added \$207,423,234 in value or 65.8% of the new value.

- Increase in average home value: The average home value is projected to be \$201,134 which is an increase of 4.7% from the FY 2012-13 average value of \$192,148. However, this includes the 751 new homes with higher than average values. For homes on the roll last year, the average home value is projected to be \$198,787 which is an increase of \$3.5%.
- The City continues to see growth in commercial properties and ad valorem which helps to diversify the tax base. While home values increased, the percent of ad valorem from residential value remained at 62.2%. As the City increases commercial properties and commercial ad valorem, the tax base will shift from residential to commercial based.
- Debt Issuance Impact on A/V rate components: The City is planning to issue debt related to the 1431 (Parmer to Sam Bass) Pass thru Financing Project. For FY 2013-14, the issuance will add \$750,000 to the interest and sinking levy requirements.

Table 1 details the various tax rates and their impact to the average home value. Of note is that the Effective Rate is lower than the proposed A/V rate and Rollback Rate is higher than the proposed A/V rate which is common when there is any growth in the total tax roll. The Effective Rate is the rate necessary to raise the same total amount of taxes from the same properties that were on the roll last year. A definition of the effective rate and rollback rate is located in the glossary.

**Table 1: Breakdown of the current, effective, rollback, and proposed rates per \$100 of valuation**

	FY 2011-12 Adopted	FY 2012-13 Adopted	FY 2013-14 Effective	FY 2013-14 Rollback	FY 2013-14 Proposed
M&O	\$0.261739	\$0.258464	\$0.239895	\$0.266261	\$0.253840
I&S (Debt)	\$0.231762	\$0.235037	\$0.239661	\$0.239661	\$0.239661
<b>Total</b>	<b>\$0.493501</b>	<b>\$0.493501</b>	<b>\$0.479556</b>	<b>\$0.505922</b>	<b>\$0.493501</b>
Change from Current	N/A	N/A	(\$0.013945)	\$0.012421	\$0.0000
Average Home Value	\$189,477	\$192,148	\$201,134	\$201,134	\$201,134
Levy	\$935	\$948	\$965	\$1,018	\$993
Variance from Current	\$13	N/A	\$16	\$69	\$44
Variance From Proposed	\$58	\$44	(\$28)	\$25	N/A

Table 2 identifies the revenues generated from the M&O portion of the ad valorem rate used to help fund services in the General Fund.

**Table 2: Comparison of AV Revenue for General Fund**

	FY 2011-12 Actual M&O (\$0.261739)	FY 2012-13 Year End M&O (\$0.258464)	FY 2013-14* Effective M&O (\$0.239895)	FY 2013-14* Rollback M&O (\$0.266261)	FY 2013-14* Proposed M&O (\$0.253840)
General Fund AV Revenue	\$10,763,709	\$11,882,018	\$11,829,667	\$13,129,823	\$12,517,307

\*98.5% collection rate

**Total General Fund Revenue Comparison:** Table 3 indicates the difference in *total revenue* for the General Fund between FY 2012-13 and FY 2013-14 Proposed.

**Table 3: Comparison of FY 2012-13 to FY 2013-14**

	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Proposed
Revenues	\$32,025,823	\$33,943,273	\$34,400,148
Expenditures	\$34,101,346	\$33,779,867	\$35,115,661
Revenues – Expenditures	(\$2,075,523)	\$163,406	(\$719,513)
One-time Expenditures	\$2,075,523	\$2,075,523	\$719,513
Use of Fund Balance	(\$2,075,523)	\$-	(\$719,513)
% Revenue Growth to Proposed	7.4% increase	1.4% increase	
Revenue Dollar Difference to Proposed	\$2,374,325	\$456,875	

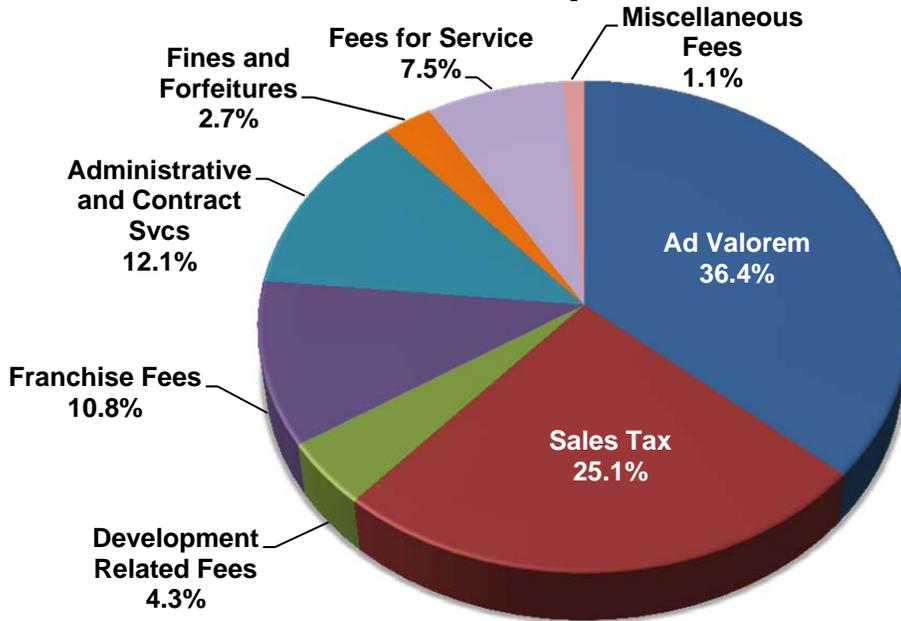
**Revenue Projections:** Table 4 notates the total proposed revenue for FY 2012-13.

**Table 4: Revenue Categories**

Revenue	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 PROPOSED
Ad Valorem	\$ 10,763,709	\$ 11,754,464	\$ 11,882,018	\$ 12,517,307
Sales Tax	7,884,408	7,685,119	8,300,000	8,636,035
Development Related Fees	1,770,751	1,447,053	1,653,595	1,480,766
Franchise Fees	3,698,541	3,416,255	3,762,905	3,711,452
Administrative and Contract Svcs	3,837,528	4,221,525	4,229,704	4,162,361
Fines and Forfeitures	957,960	925,000	984,370	932,584
Fees for Service	2,540,481	2,272,818	2,535,229	2,570,524
Miscellaneous Fees	285,447	303,589	595,452	389,120
<b>Total</b>	<b>\$ 31,738,825</b>	<b>\$ 32,025,823</b>	<b>\$ 33,943,273</b>	<b>\$ 34,400,148</b>

Chart 1: *General Fund Revenue Summary:*

## FY 2013-2014 Proposed Revenue



### General Fund Expenditures:

In constructing the proposed budget, City Management utilized a base budget concept in which departments were asked to maintain current operating appropriations and any requests for additional funding should reflect only increases to maintain current service levels. Below is a list of steps taken to create the budget:

- Maintain current service levels including maintenance and sustainability of programs and facilities.
- VES contributions have increased to reflect any new capital equipment purchased in FY 2012-13.
- Investment in current workforce.
- 4 Public Safety Workforce – Assistant Police Chief, Patrol Sergeant, Patrol Officer, and Crime Analyst.
- 4 Civilian Workforce – Senior Planner, Building Inspector, Park Attendant, and Recreation Specialist.
- Using fund balance for one-time expenditures.

The Total General Fund expenditures for FY 2013-14 are \$35,119,661. This includes one-time expenditures of \$719,513 which will be funded from fund balance.

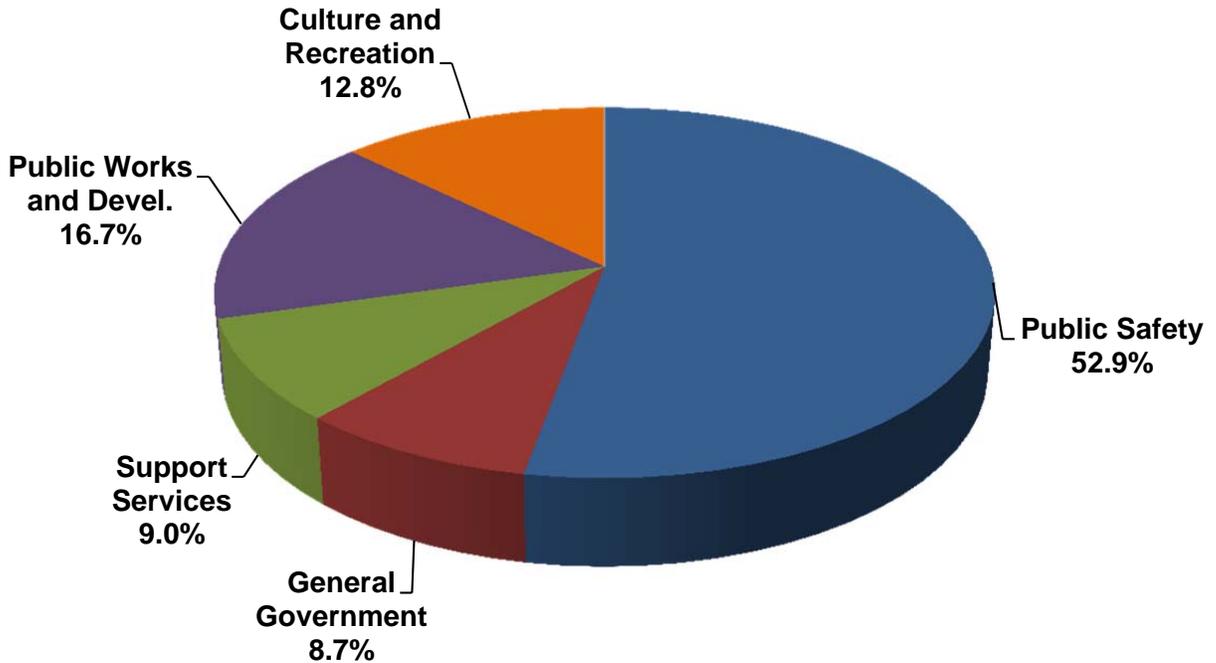
**Table 5: Expenditure Comparison of FY 2012-13 to FY 2013-14**

	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Proposed
Expenditures	\$34,101,346	\$33,779,867	\$35,119,661
% Expenditure Growth to Proposed	3.0% increase	4.0% increase	
Expenditure Dollar Difference to Proposed	\$1,018,315	\$1,339,794	

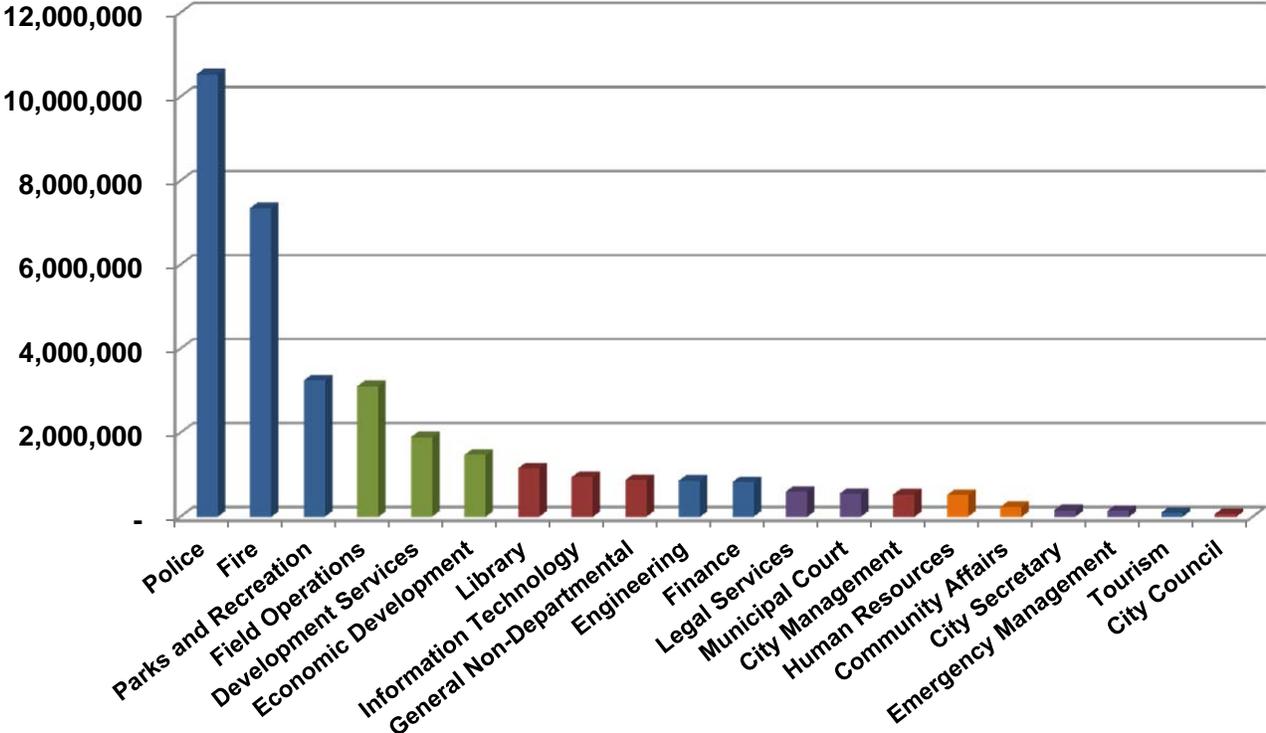
**Table 6: Comparison of Expenditure by Function**

Function	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET
Public Safety	16,619,989	17,666,465	17,482,302	18,571,265
General Government	2,526,147	2,696,404	2,693,507	3,052,513
Support Services	4,392,101	3,959,959	3,975,682	3,147,065
Public Works and Devel.	4,485,859	5,533,280	5,390,897	5,858,217
Culture and Recreation	3,971,890	4,245,238	4,237,479	4,490,858
<b>Total Expenditures</b>	<b>\$ 31,995,986</b>	<b>\$ 34,101,346</b>	<b>\$ 33,779,867</b>	<b>\$ 35,119,918</b>

**Chart 2: General Fund Expenditure Summary by Function**



**Chart 3: General Fund Expenditure Summary by Department**



**UTILITY FUND**

**Revenues:**

**Table 7: Comparison of FY 2012-13 to FY 2013-14**

	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Proposed
Revenues	\$ 28,068,262	\$ 29,632,320	\$28,319,843
Operating Expenditures	\$ 32,401,063	\$ 31,224,695	\$ 34,111,946
Change in Fund Balance	(\$ 4,332,801 )	(\$ 1,592,375)	(\$ 5,792,103)
Utility Fund Cash Funded CIP	(\$4,858,000)	\$3,465,000	(\$5,470,000)
Planned Use of Fund Balance	N/A	N/A	(\$322,103)

FY 2013-14 proposed Utility Fund revenues are based on a *normalized* year rather than anticipation of a year of drought or above average rain fall.

**Expenditures:**

**Table 8: Summary of Expenditures**

	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Proposed
Expenditures	\$32,401,063	\$31,224,695	\$34,111,946
% Expenditure Growth to Proposed	5.3% increase	9.2% increase	
Expenditure Dollar Difference to Proposed	\$1,710,883	\$2,887,251	

**SOLID WASTE FUND:**

**Table 9: Summary of Solid Waste Fund**

	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Proposed
Revenues	\$ 3,208,079	\$ 3,425,706	\$ 3,441,624
Expenditures	\$ 3,085,503	\$ 3,441,531	\$ 3,459,905
(Use of Fund Balance)		(\$ 15,824)	(\$ 18,281)

**SPECIAL REVENUE FUNDS INCLUDING VES:**

**Table 10: Summary of Special Revenue Funds**

	FY 2013-14 Revenue	FY 2013-14 Expenditure	FY 2013-14 Use of Fund Balance
ECONOMIC DEVELOPMENT (4A)	\$4,335,517	\$4,335,516	\$1
COMMUNITY DEVELOPMENT (4B)	\$4,335,813	\$5,523,437	\$(1,187,624)
GRANT RESTRICTED FUNDS	\$270,040	\$274,290	\$(4,250)
MUNICIPAL COURT FUND	\$106,008	\$105,812	\$196
PUBLIC ARTS PROGRAM	\$47,675	\$120,811	\$(73,136)
TOURISM BOARD/OCCUPANCY TAX	\$478,200	\$478,200	\$-
CPTV 10 / CABLE FUND	\$97,339	\$79,458	\$17,881
TAX INCREMENT REINVESTMENT ZONE	\$459,730	\$440,866	\$18,864
LAW ENFORCEMENT	\$120	\$30,000	\$(29,880)
ECONOMIC DEVELOPMENT (4A)	\$4,335,517	\$4,335,516	\$1
COMMUNITY DEVELOPMENT (4B)	\$4,335,813	\$5,523,437	\$(1,187,624)
VEHICLE AND EQUIPMENT SERVICES	\$2,352,755	\$2,805,845	\$(453,090)

**DEBT SERVICE FUNDS:**

The FY 2013-14 General Obligation Debt Revenues are proposed at \$16,051,873 and the FY 2013-14 proposed expenditures are \$15,601,386. The City will be issuing bonds related to the Pass Thru Financing Project of 1431 (Palmer to Sam Bass) which will add \$700,000 to the FY 2013-14 debt service.

The FY 2013-14 Utility Debt Revenues are proposed at \$7,070,161 and the FY 2013-14 proposed expenditures are \$7,065,661. The City is not proposing to issue any Utility Revenue Debt during FY 2013-14; however, it will continue to look for opportunities to refinance if it can decrease long-term obligations.

Detailed information for the Debt Service funds can be found under the Debt Service Funds section of the Proposed Budget.

**CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS:**

Table 11 provides a summary of new projects for the FY 2013-14 Proposed Capital Improvement Projects by type. The costs reflected here are representative of the total project costs and indicate a project life budget. A summary of all projects is located in the CIP section of the budget.

**Table 11: Summary of Proposed CIP Projects**

	FY 2013-14 Project Costs
<b>General Projects</b>	
<b>Transportation Projects</b>	
RM 1431 (Parmer to Sam Bass)	21,000,000
Anderson Mill Road	1,994,600
Little Elm Trail	550,000
<b>Total Transportation Projects</b>	<b>\$ 27,230,000</b>
<b>Facility Projects - No New projects for FY 2013-14</b>	
<b>Parks Projects</b>	
Playground Shade Structure Phase II	175,000
<b>Total General Projects</b>	<b>\$25,562,100</b>
<b>Utility Projects</b>	
<b>Water Projects – CIF Funded</b>	
Purchase Leander 12" Waterline	325,000
<b>Total Water Projects – CIF Funded</b>	<b>\$ 325,000</b>
<b>Wastewater Projects – CIF Funded</b>	
Spanish Oak Interceptor – Phase II	300,000
Cottonwood Creek WW Interceptor – Phase II	600,000
Ronald Reagan Westside	80,000
BCRWWS East Plant Re-Rate Improvements	600,000
<b>Total Wastewater Projects – CIF Funded</b>	<b>\$ 1,580,000</b>
<b>Water Projects</b>	
2014 Water Tank Rehab	350,000
2014 Water Treatment Plant Rehab	1,750,000
<b>Total Water Projects</b>	<b>\$ 2,100,000</b>
<b>Wastewater Projects</b>	
WRF Air Rehab	100,000
Lobo LS Relief Tunnel Study	100,000
<b>Total Wastewater Projects</b>	<b>\$ 200,000</b>
<b>Total Utility Projects</b>	<b>\$4,562,100</b>

## Summary

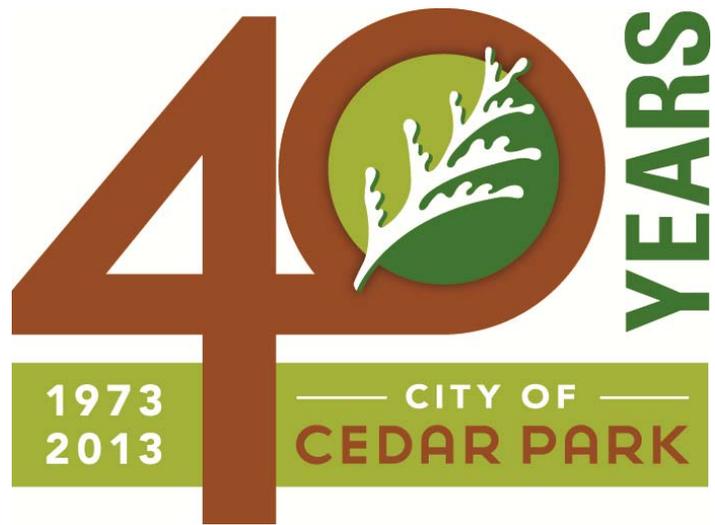
As the City reflects on 40 years of service, it has been named the 4<sup>th</sup> fastest growing city in the United States which shows how much the City has grown and how much it will continue to grow. While the new growth can be seen in revenue growth, it is also seen in increased service demand, therefore, the FY 2013-14 Proposed Budget reflects a balances between revenue growth and service demand growth, particularly in public safety and transportation. The City has been able to create a Proposed Budget that maintains the current tax rate and addresses core service needs while funding the largest transportation project in City history.

I would like to thank the City Council, city management team and department directors for their commitment, hard work and collaboration in this year's budget process. I look forward to continuing to work together in this budget process.

Sincerely,



Brenda Eivens  
City Manager



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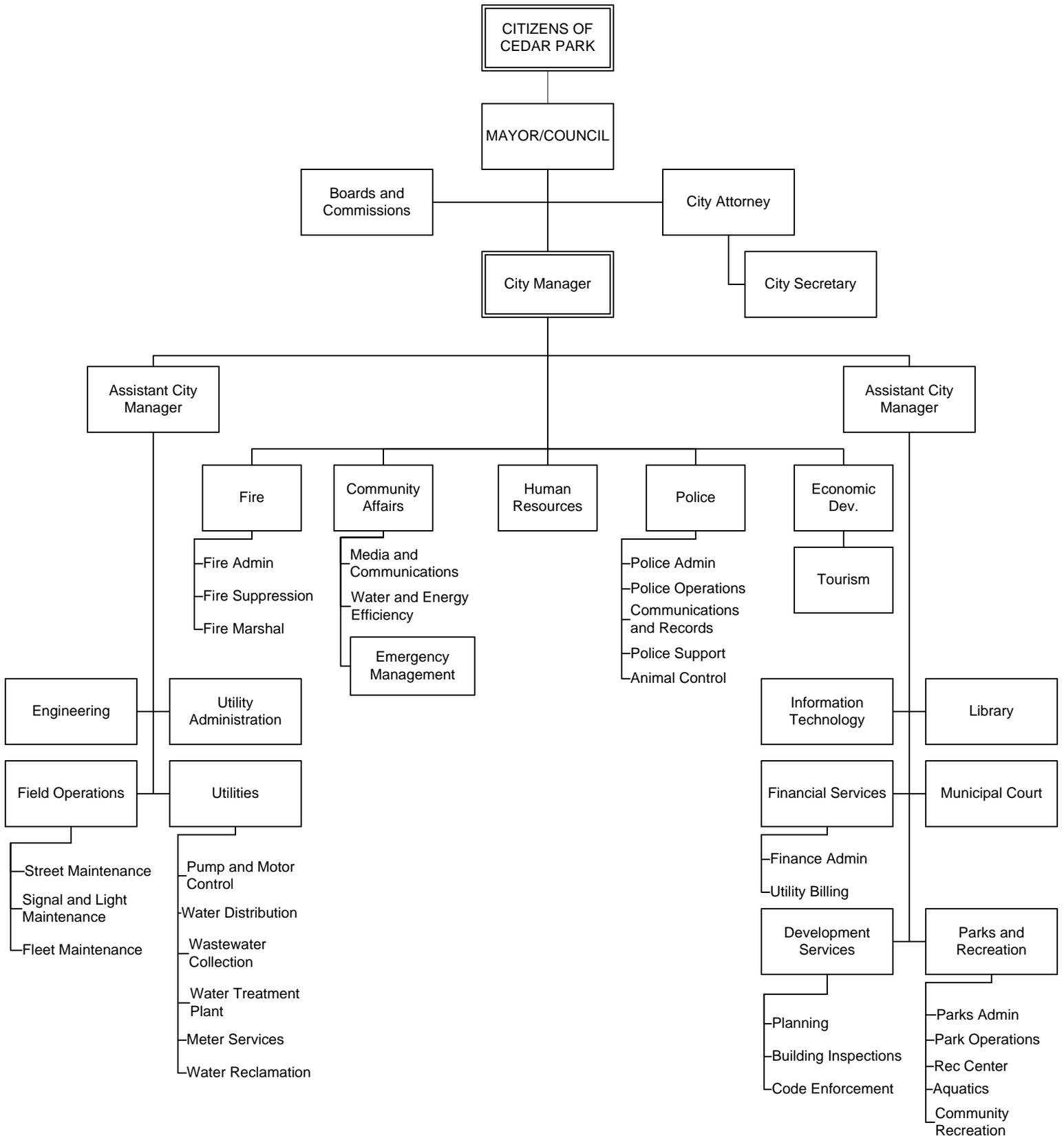
**CITY OF CEDAR PARK  
FY 2013-2014 BUDGET CALENDAR**

	DATE	EVENT	ACTION
<b>PREPARATION</b>	April 4, 2013	FY 2013-2014 Budget & CIP Kickoff	Finance Department distributes Current Year Estimate Worksheets, Proposed Budget worksheets and instructions to Department Directors
	April 5-May 10, 2013	Departmental Budget & CIP Submittal Preparation	Departments create their proposed budget and CIP submittal for review by Finance
	April 19, 2013	March financials closed	Finance closes the March monthly finances
	April 10, 2013	Additional Budget Training Session 1 - City Hall - Buttercup Room 10 a.m.-12 p.m.	Finance Department will offer additional training for budget submittals, including Q&A session
	April 17, 2013	Additional Budget Training Session 2 - City Hall - Buttercup Room 2 p.m.-4 p.m.	Finance Department will offer additional training for budget submittals, including Q&A session
	May 6, 2013	Additional Budget Training Session 3 - City Hall - Lakeline Room 2 p.m.-4 p.m.	Finance Department will offer additional training for budget submittals, including Q&A session
	May 10, 2013	Budget & CIP Submittals due	Departments submit budgets to Finance for review
	May 10-May 24, 2013	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 22, 2013	Department Budget & CIP submittals due to City Manager	Directors MUST submit their proposed budget worksheets to City Manager and Finance
	May 22-June 7, 2013	CM holds budget & CIP submittals meetings	City Manager reviews and discusses submittals with Department Directors
	June 21-22, 2013	City Council Summer Retreat	
	July 23-25, 2013	Tax Roll Certification	Chief Appraiser official date for certifying tax roll
	July 27, 2013	Council Budget Workshop	Budget workshop with Council
	End of July	Calculation of Effective and Rollback Tax Rates	Finance Department calculates effective and rollback tax rates from certified tax roll

**CITY OF CEDAR PARK  
FY 2013-2014 BUDGET CALENDAR**

	DATE	EVENT	ACTION
<b>ADOPTION</b>	August 12, 2013	Publish Proposed Budget & CIP	Provide Budget to Library, City Secretary and place on website. In addition, place notice on public access television channel
	August 8, 2013	Proposed FY 2013-2014 Budget and Tax Rate Presentation to Council	Staff provides presentation of Proposed Budget to Council at Regular Council Meeting
	August 22, 2013	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.
	<i>August 29, 2013</i>	<i>Optional Special Council Meeting</i>	<i>Optional meeting to provide additional Public Hearings on Budget and Tax Rate</i>
	<i>September 5, 2013</i>	<i>Notice of vote on tax rate if necessary</i>	<i>must be published at least 7 days before meeting to adopt tax rate, if necessary</i>
	September 5, 2013	Second Reading of Budget and Tax Rate and Adoption	Optional meeting to provide additional Public Hearings on Budget and Tax Rate
<b>IMPLEMENTATION</b>	September 12, 2013	Final reading; Adoption of Budget and Tax Rate	Vote on Budget and Tax Rate
		72 hour notice for meeting at which governing body will adopt tax rate	
	October 1, 2012	Operating Fiscal Year begins	
	November 16, 2012	Close FY 2013	
	November 26, 2012	Begin FY 2013 Audit	
	December 4, 2013	Publish FY 2014 Budget	
	December 11, 2013	Submit Budget to GFOA	

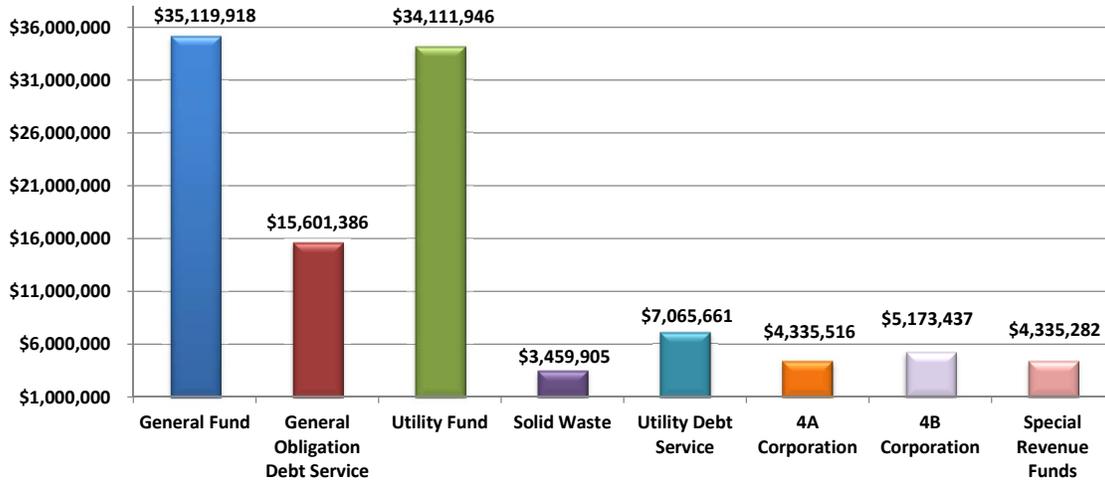
# City of Cedar Park



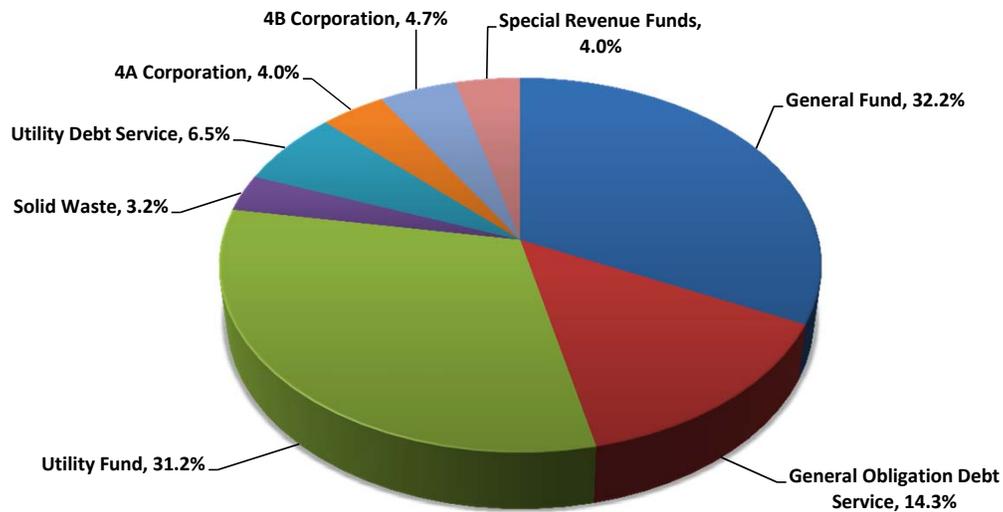
# OPERATING BUDGET SUMMARY

The total proposed operating budget for FY 2013-2014 is \$109,203,051. The two largest operating funds are the General Fund which comprises \$35,119,918 or 32.2% and the Utility Fund which comprises \$34,111,946 or 31.2% of the total operating budget, which combines to be \$69,231,864 or 63.4%.

## FY 2013-2014 City of Cedar Park Proposed Operating Budget \$109,203,051



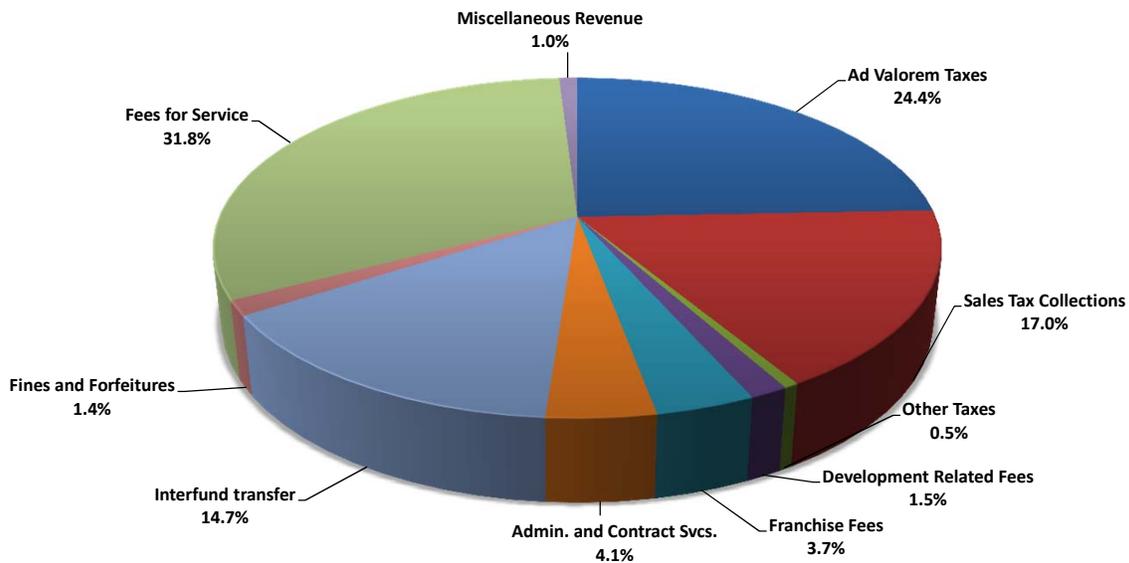
## FY 2013-2014 Operating Budget



**FY 2013-2014 Consolidated Operating Fund Revenue Summary**

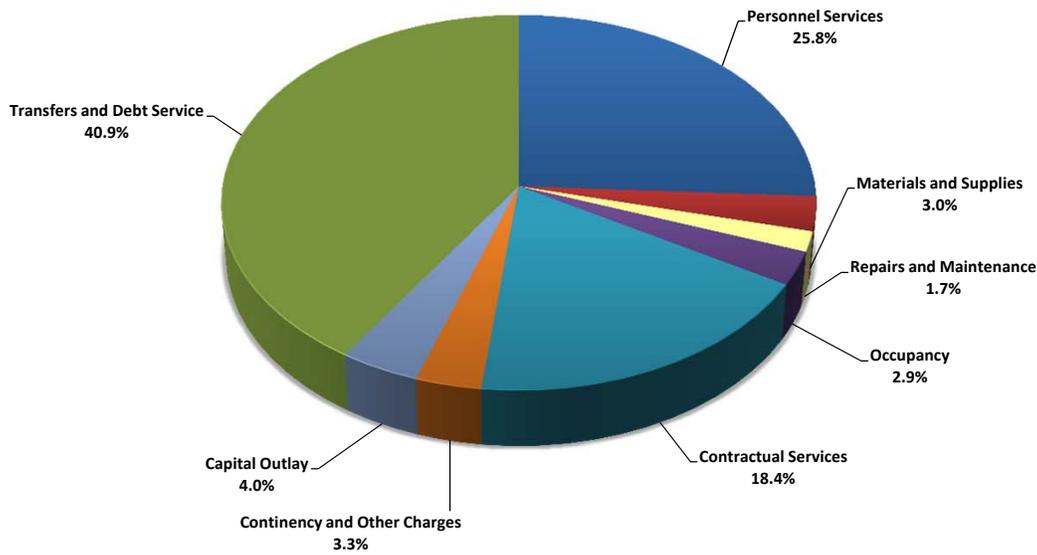
Revenues:	General Fund	General Debt Service	Utility Fund	Solid Waste Fund	Utility Debt Service	4A Corporation Funds	4B Corporation Funds	VES and Special Rev. Funds	Grand Total
Ad Valorem Taxes	\$ 12,517,307	\$ 11,818,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 458,980	\$ 24,794,429
Sales Tax Collections	8,636,035	-	-	-	-	4,318,017	4,318,017	-	17,272,069
Other Taxes	82,681	-	-	-	-	-	-	475,000	557,681
Development Related Fees	1,480,766	-	-	-	-	-	-	-	1,480,766
Franchise Fees	3,711,452	-	-	-	-	-	-	95,173	3,806,625
Admin. and Contract Svcs.	4,162,361	-	-	-	-	-	-	-	4,162,361
Interfund transfer	-	4,128,731	1,538,088	-	7,048,161	-	-	2,243,005	14,957,985
Fines and Forfeitures	932,584	-	394,864	-	-	-	-	105,358	1,432,806
Fees for Service	2,570,524	-	26,310,203	3,440,874	-	-	-	-	32,321,601
Miscellaneous Revenue	306,439	105,000	76,688	750	22,000	17,500	17,796	434,351	980,524
<b>Total Revenues</b>	<b>\$ 34,400,148</b>	<b>\$ 16,051,873</b>	<b>\$ 28,319,843</b>	<b>\$ 3,441,624</b>	<b>\$ 7,070,161</b>	<b>\$ 4,335,517</b>	<b>\$ 4,335,813</b>	<b>\$ 3,811,867</b>	<b>\$ 101,766,847</b>

**FY 2013-2014 Consolidated Operating Revenues**



**FY 2013-2014 Consolidated Operating Fund Expenditure Summary by Category**

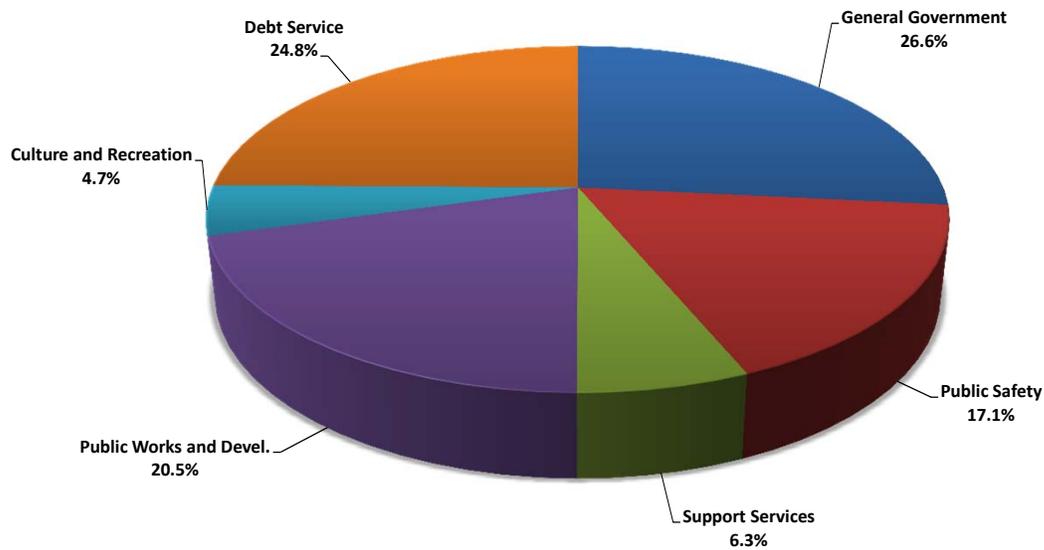
Expenditures By Category:	General Fund	General Debt Service	Utility Fund	Solid Waste Fund	Utility Debt Service	4A Corporation Funds	4B Corporation Funds	VES and Special Rev. Funds	Grand Total
Personnel Services	\$ 23,572,199	\$ -	\$ 4,597,888	\$ -	\$ -	\$ -	\$ -	\$ 54,317	\$ 28,224,404
Materials and Supplies	1,512,514	-	858,450	100,000	-	-	-	770,600	3,241,564
Repairs and Maintenance	1,312,091	-	576,205	-	-	-	-	-	1,888,296
Occupancy	1,397,992	-	1,759,181	-	-	-	-	-	3,157,173
Contractual Services	4,621,572	728,500	9,689,333	3,183,469	-	846,717	113,931	925,685	20,109,207
Contingency and Other Charge	2,430,162	-	649,087	-	-	7,000	3,460	516,935	3,606,644
Capital Outlay	169,090	-	2,113,000	-	-	-	-	2,067,745	4,349,835
Transfers and Debt Service	104,298	14,872,886	13,868,802	176,436	7,065,661	3,481,799	5,056,046	-	44,625,928
<b>TOTAL ALL FUNDS</b>	<b>\$ 35,119,918</b>	<b>\$ 15,601,386</b>	<b>\$ 34,111,946</b>	<b>\$ 3,459,905</b>	<b>\$ 7,065,661</b>	<b>\$ 4,335,516</b>	<b>\$ 5,173,437</b>	<b>\$ 4,335,282</b>	<b>\$ 109,203,051</b>



**FY 2013-2014 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	\$ 3,052,513	\$ -	\$ 19,910,327	\$ -	\$ -	\$ 853,717	\$ 4,436,991	\$ 794,614	\$ 29,048,162
Public Safety	18,571,265	-	-	-	-	-	-	135,812	18,707,077
Support Services	3,147,065	-	950,780	-	-	-	-	2,805,845	6,903,690
Public Works and Devel.	5,858,217	-	13,250,839	3,283,469	-	-	-	-	22,392,525
Culture and Recreation	4,490,858	-	-	-	-	-	-	599,011	5,089,869
Debt Service	-	15,601,386	-	176,436	7,065,661	3,481,799	736,446	-	27,061,728
<b>Total Expenditures</b>	<b>\$ 35,119,918</b>	<b>\$ 15,601,386</b>	<b>\$ 34,111,946</b>	<b>\$ 3,459,905</b>	<b>\$ 7,065,661</b>	<b>\$ 4,335,516</b>	<b>\$ 5,173,437</b>	<b>\$ 4,335,282</b>	<b>\$ 109,203,051</b>
<b>Change in Fund Balance</b>	<b>\$ (719,770)</b>	<b>\$ 450,488</b>	<b>\$ (5,792,103)</b>	<b>\$ (18,281)</b>	<b>\$ 4,500</b>	<b>\$ 1</b>	<b>\$ (837,624)</b>	<b>\$ (523,415)</b>	<b>\$ (7,436,204)</b>

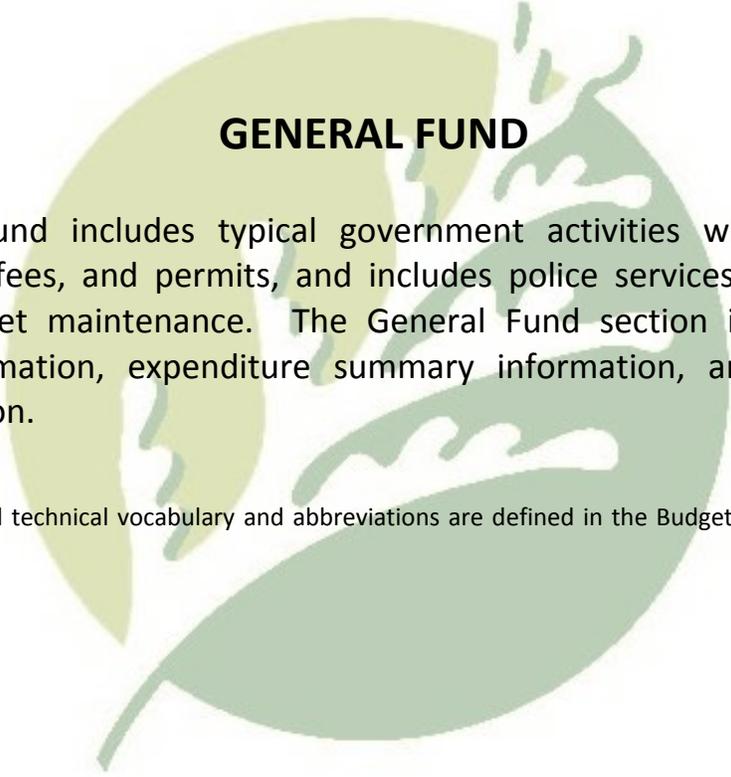
**FY 2013-2014 Consolidated Operating Expenditures**



<b>FY 2013-2014 OPERATING FUND BUDGET SUMMARY</b>
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<b>REVENUES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>FY 2013-2014 PROPOSED</b>
General Fund	\$ 31,738,825	\$ 32,025,823	\$ 33,943,273	\$ 34,400,148
General Debt Service Fund	14,008,129	14,242,468	15,086,830	16,051,873
Utility Fund	29,087,342	28,068,262	29,632,320	28,319,843
Solid Waste	3,118,582	3,208,079	3,425,706	3,441,624
Utility Debt Service Fund	7,210,544	7,189,737	7,190,457	7,070,161
Vehicle & Equipment Repl Fund	2,318,778	1,879,833	1,880,333	2,352,755
Grant Restricted Funds	366,808	268,869	274,755	270,040
Municipal Court Fund	107,786	105,650	99,327	106,008
Public Art	35,717	40,150	40,200	47,675
Recreation and Parks Programs	28,265	-	-	-
Tourism Board/Occupancy Tax	429,200	403,200	528,000	478,200
CPTV-10 / Cable Fund	105,062	97,339	97,156	97,339
Tax Incriminate Reinvestment Zone	483,961	445,148	441,616	459,730
Law Enforcement	49,136	100	12,438	120
Economic Development (4A)	3,955,977	3,860,060	4,167,500	4,335,517
Community Development (4B)	3,979,071	3,860,356	4,167,796	4,335,813
<b>TOTAL RESOURCES</b>	<b>\$ 97,023,183</b>	<b>\$ 95,695,073</b>	<b>\$ 100,987,707</b>	<b>\$ 101,766,846</b>

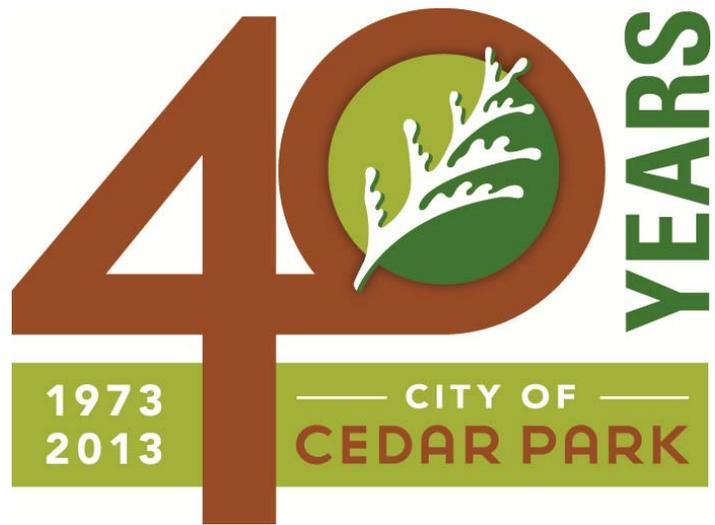
<b>EXPENDITURES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>FY 2013-2014 PROPOSED</b>
General Fund	\$ 26,589,825	\$ 35,472,095	\$ 35,188,115	\$ 35,119,918
General Debt Service Fund	16,139,576	13,964,671	14,141,903	15,601,386
Utility Fund	29,578,927	32,401,063	31,224,695	34,111,946
Solid Waste	3,144,014	3,085,503	3,441,531	3,459,905
Utility Debt Service Fund	7,099,092	7,185,237	7,072,020	7,065,661
Vehicle & Equipment Repl Fund	1,772,905	2,525,663	2,041,744	2,805,845
Grant Restricted Funds	354,138	266,792	251,243	274,290
Municipal Court Fund	92,658	295,185	106,975	105,812
Public Art	75,665	63,914	-	120,811
Recreation and Parks Programs	23,450	-	-	-
Tourism Board/Occupancy Tax	408,537	403,200	367,075	478,200
CPTV-10 / Cable Fund	41,026	97,339	16,167	79,458
Tax Incriminate Reinvestment Zone	475,654	484,961	532,592	440,866
Law Enforcement	17,959	41,121	28,862	30,000
Economic Development (4A)	4,324,050	4,241,679	4,210,189	4,335,516
Community Development (4B)	2,583,768	3,857,867	3,032,676	5,173,437
<b>TOTAL EXPENDITURES</b>	<b>\$ 92,721,244</b>	<b>\$ 104,386,290</b>	<b>\$ 101,655,785</b>	<b>\$ 109,203,050</b>



## 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.



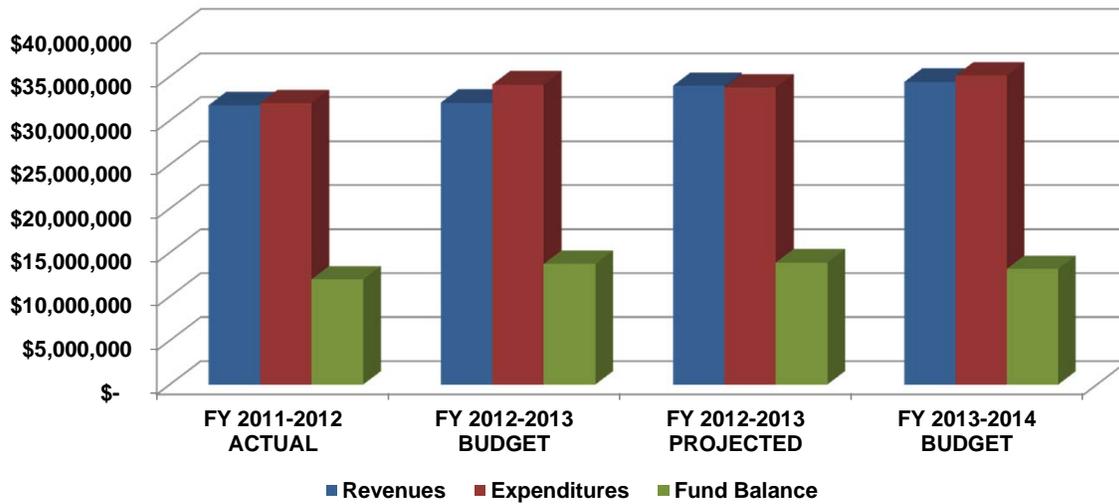
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**GENERAL FUND**

**SUMMARY OF REVENUES AND EXPENDITURES**

	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET
Total Revenues	\$ 31,738,825	\$ 32,025,823	\$ 33,943,273	\$ 34,400,405
Total Expenditures	\$ 31,995,986	\$ 34,101,346	\$ 33,779,867	\$ 35,119,918
<b>Surplus/(Deficit)</b>	<b>\$ (257,161)</b>	<b>\$ (2,075,523)</b>	<b>\$ 163,406</b>	<b>\$ (719,513)</b>

Fund Balance	\$ 11,960,333	\$ 13,714,077	\$ 13,877,483	\$ 13,157,970
Fund Balance as % of Revenue	37.7%	42.8%	40.9%	38.2%
Fund Balance as % of Expenditure	37.4%	40.2%	41.1%	37.5%



<b>GENERAL FUND</b>
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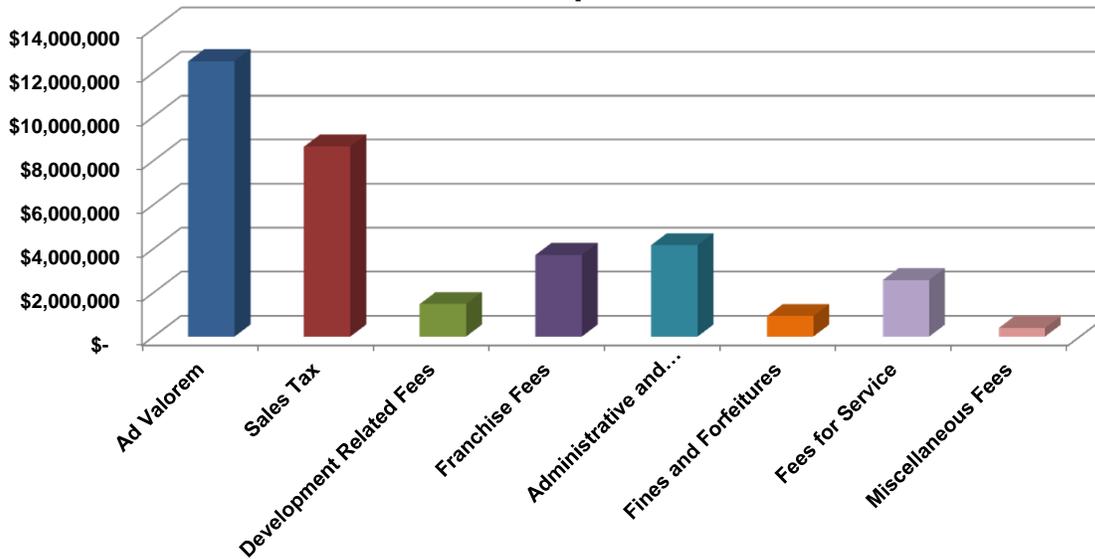
<b>REVENUE SUMMARY</b>
------------------------

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
<b>Current Ad Valorem Taxes</b>	\$ 10,763,709	\$ 11,754,464	\$ 11,882,018	\$ 12,517,307	36.4%	6.5%
<b>Sales Tax</b>	\$ 7,884,408	\$ 7,685,119	\$ 8,300,000	\$ 8,636,035	25.1%	12.4%
<b>Development Related Fees</b>						
Building Permits	\$ 1,353,556	\$ 1,119,596	\$ 1,205,040	\$ 1,140,000	3.3%	1.8%
Construction Inspection Fees	191,372	166,724	191,372	137,269	0.4%	-17.7%
Engineer Review Fees	41,888	31,772	46,144	39,488	0.1%	24.3%
Planning and Zoning Fees	78,136	63,971	86,699	66,251	0.2%	3.6%
Professional Fee Recovery	30,172	23,118	31,002	25,976	0.1%	12.4%
Site Review/Dev. Permit Fees	42,844	18,120	65,930	45,306	0.1%	150.0%
Other - Permits & Fees	32,733	23,752	27,408	26,476	0.1%	11.5%
<b>Total Development Related Fees</b>	<b>\$ 1,770,751</b>	<b>\$ 1,447,053</b>	<b>\$ 1,653,595</b>	<b>\$ 1,480,766</b>	<b>4.3%</b>	<b>2.3%</b>
<b>Franchise Fees</b>	<b>\$ 3,698,541</b>	<b>\$ 3,416,255</b>	<b>\$ 3,762,905</b>	<b>\$ 3,711,452</b>	<b>10.8%</b>	<b>8.6%</b>
<b>Administrative and Contract Svcs</b>						
Bond Fund	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	0.7%	0.0%
4A & 4B	74,747	62,000	70,179	70,179	0.2%	13.2%
WCID Admin. Services Fee	412,465	504,214	504,214	512,623	1.5%	1.7%
CTRMA INTERLOCAL	229,524	231,595	231,595	246,925	0.7%	6.6%
Hotel Occupancy Fund	101,674	109,208	109,208	110,232	0.3%	0.9%
LISD Resource Officer Reimb.	128,675	121,049	121,049	127,018	0.4%	4.9%
Utility Fund	2,665,443	2,968,459	2,968,459	2,870,641	8.3%	-3.3%
<b>Total Administrative and Contract</b>	<b>\$ 3,837,528</b>	<b>\$ 4,221,525</b>	<b>\$ 4,229,704</b>	<b>\$ 4,162,618</b>	<b>12.1%</b>	<b>-1.4%</b>
<b>Fines and Forfeitures</b>	<b>\$ 957,960</b>	<b>\$ 925,000</b>	<b>\$ 984,370</b>	<b>\$ 932,584</b>	<b>2.7%</b>	<b>0.8%</b>
<b>Fees for Service</b>						
Fire Protection Fees	\$ 1,193,673	\$ 1,098,595	\$ 1,213,372	\$ 1,213,372	3.5%	10.4%
Fire Protection - Ins. Rec.	116,309	83,300	60,990	77,295	0.2%	-7.2%
Animal Control Fees	8,788	8,839	8,985	10,120	0.0%	14.5%
Parks and Recreation Fees	1,097,596	975,000	1,150,000	1,150,656	3.3%	18.0%
Library Fines and Fees	116,258	100,000	94,996	111,704	0.3%	11.7%
Justice Administration Fees	3,793	2,862	3,133	2,936	0.0%	2.6%
Detention & Dispatch Services	4,064	4,222	3,753	4,441	0.0%	5.2%
<b>Total Fees for Service</b>	<b>\$ 2,540,481</b>	<b>\$ 2,272,818</b>	<b>\$ 2,535,229</b>	<b>\$ 2,570,524</b>	<b>7.5%</b>	<b>13.1%</b>
<b>Miscellaneous Fees</b>						
Interest	\$ 37,240	\$ 55,000	\$ 55,000	\$ 55,000	0.2%	0.0%
Beverage Tax	76,919	65,723	109,470	82,681	0.2%	25.8%
Delinquent/Penalty and Int.	86,200	131,466	105,954	135,633	0.4%	3.2%
Other	85,088	51,400	325,028	115,806	0.3%	125.3%
<b>Total Miscellaneous Fees</b>	<b>\$ 285,447</b>	<b>\$ 303,589</b>	<b>\$ 595,452</b>	<b>\$ 389,120</b>	<b>1.1%</b>	<b>28.2%</b>
<b>Total Revenue</b>	<b>\$ 31,738,825</b>	<b>\$ 32,025,823</b>	<b>\$ 33,943,273</b>	<b>\$ 34,400,405</b>	<b>100.0%</b>	<b>7.4%</b>

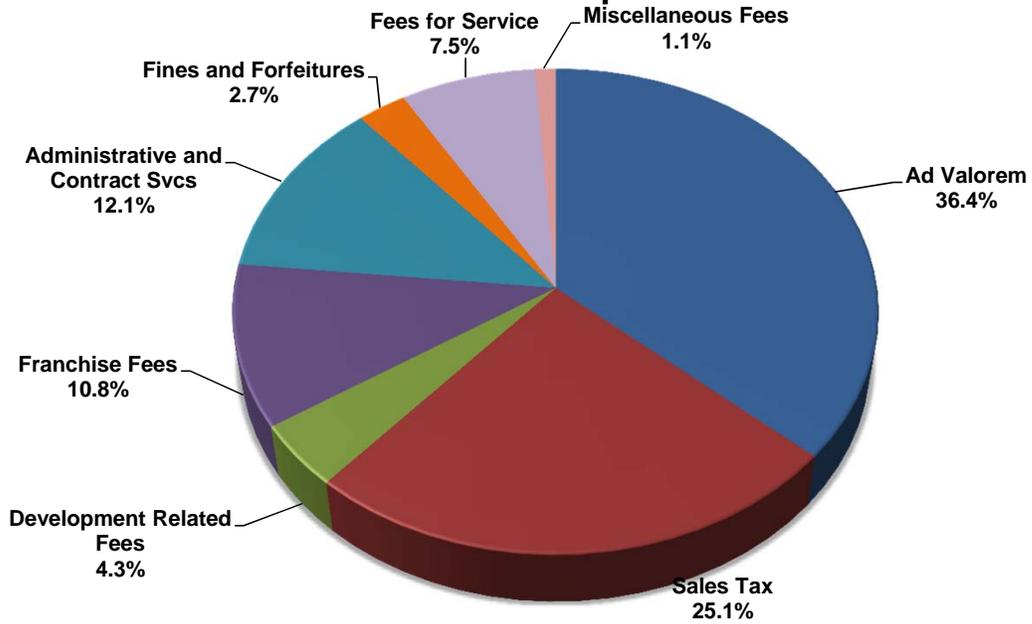
**GENERAL FUND**

**REVENUE SUMMARY**

**FY 2013-2014 Proposed Revenue**



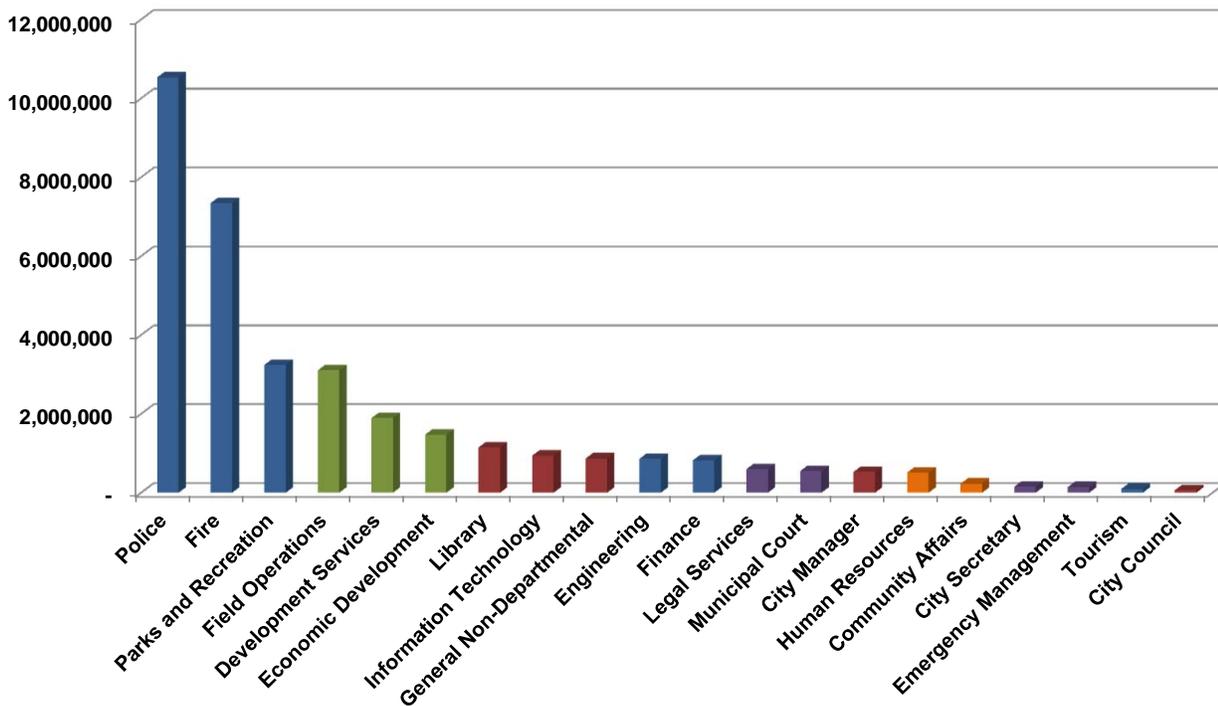
**FY 2013-2014 Proposed Revenue**



**GENERAL FUND**

**EXPENDITURES BY DEPARTMENT**

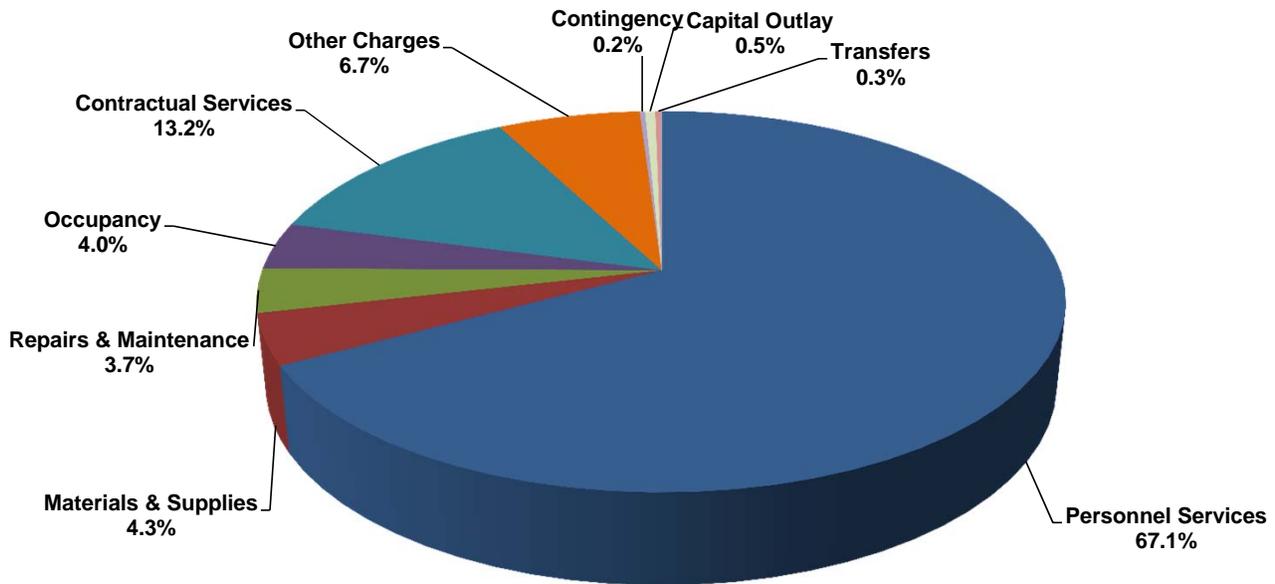
Department	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Police	9,260,388	9,869,554	9,715,043	10,531,092	30.0%	6.7%
Fire	6,799,700	7,144,265	7,128,080	7,347,632	20.9%	2.8%
Parks and Recreation	2,826,339	3,014,659	2,965,849	3,241,107	9.2%	7.5%
Field Operations	2,539,273	3,071,001	3,010,987	3,106,517	8.8%	1.2%
Development Services	1,154,172	1,493,411	1,419,657	1,893,424	5.4%	26.8%
Economic Development	1,158,795	1,252,784	1,248,001	1,471,279	4.2%	17.4%
Library	1,052,465	1,133,455	1,174,408	1,151,682	3.3%	1.6%
Information Technology	839,927	1,044,165	1,012,630	941,191	2.7%	-9.9%
General Non-Departmental	2,422,956	1,580,240	1,725,194	870,988	2.5%	-44.9%
Engineering	792,414	968,868	960,253	858,276	2.4%	-11.4%
Finance	702,171	814,555	745,601	822,306	2.3%	1.0%
Legal Services	595,005	512,825	600,724	599,964	1.7%	17.0%
Municipal Court	483,923	520,036	502,164	547,486	1.6%	5.3%
City Manager	410,223	511,452	479,415	530,255	1.5%	3.7%
Human Resources	427,047	520,999	492,257	512,580	1.5%	-1.6%
Community Affairs	199,628	220,189	217,743	232,221	0.7%	5.5%
City Secretary	118,513	145,409	93,989	152,257	0.4%	4.7%
Emergency Management	75,978	132,610	137,015	145,055	0.4%	9.4%
Tourism	93,086	97,124	97,222	98,069	0.3%	1.0%
City Council	43,983	53,745	53,635	66,537	0.2%	23.8%
<b>Total Expenditures</b>	<b>\$ 31,995,986</b>	<b>\$ 34,101,346</b>	<b>\$ 33,779,867</b>	<b>\$ 35,119,918</b>	<b>100.0%</b>	<b>3.0%</b>



**GENERAL FUND**

**EXPENDITURES BY CATEGORY**

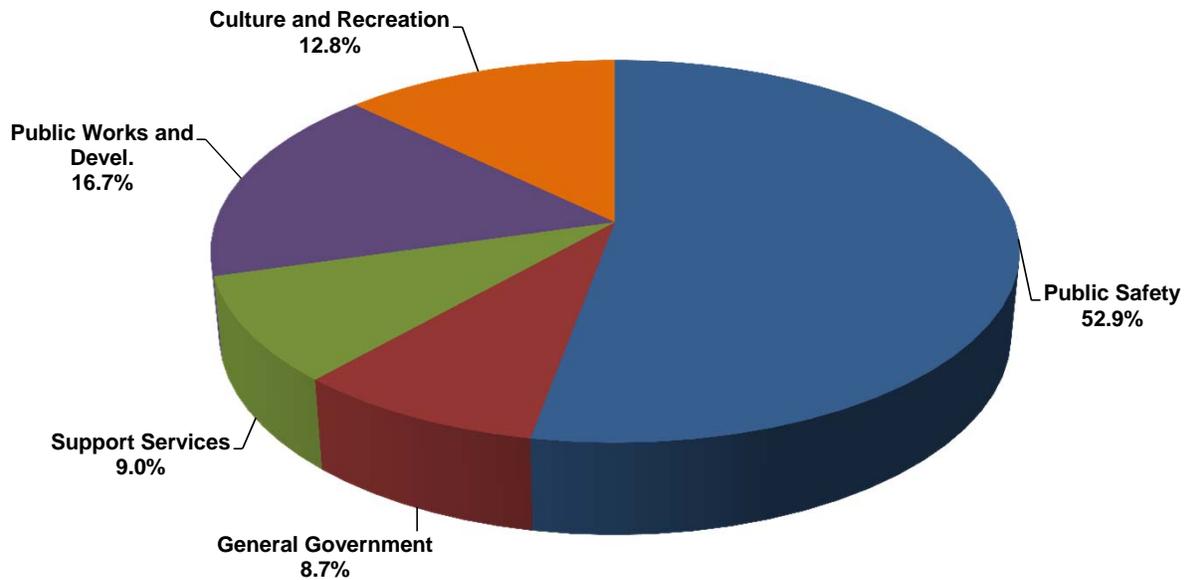
Category	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Personnel Services	\$ 19,539,585	\$ 22,071,281	\$ 21,239,860	\$ 23,572,199	67.1%	6.8%
Materials & Supplies	1,399,391	1,567,267	1,575,288	1,512,514	4.3%	-3.5%
Repairs & Maintenance	1,007,200	1,036,292	1,078,478	1,312,091	3.7%	26.6%
Occupancy	1,476,026	1,462,983	1,403,626	1,397,992	4.0%	-4.4%
Contractual Services	4,096,895	4,473,644	4,568,945	4,621,572	13.2%	3.3%
Other Charges	1,773,206	2,038,680	1,872,624	2,343,835	7.2%	15.0%
Contingency	231	103,500	15,000	86,327	0.2%	-16.6%
Capital Outlay	193,209	477,766	610,116	169,090	0.5%	-64.6%
Transfers	2,510,243	869,933	1,415,930	104,298	0.3%	-88.0%
<b>Total Expenditures</b>	<b>\$ 31,995,986</b>	<b>\$ 34,101,346</b>	<b>\$ 33,779,867</b>	<b>\$ 35,119,918</b>	<b>100.0%</b>	<b>3.0%</b>



**GENERAL FUND**

**EXPENDITURES BY FUNCTION**

Function	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Public Safety	16,619,989	17,666,465	17,482,302	18,571,265	52.9%	5.1%
General Government	2,526,147	2,696,404	2,693,507	3,052,513	8.7%	13.2%
Support Services	4,392,101	3,959,959	3,975,682	3,147,065	9.0%	-20.5%
Public Works and Devel.	4,485,859	5,533,280	5,390,897	5,858,217	16.7%	5.9%
Culture and Recreation	3,971,890	4,245,238	4,237,479	4,490,858	12.8%	5.8%
<b>Total Expenditures</b>	<b>\$ 31,995,986</b>	<b>\$ 34,101,346</b>	<b>\$ 33,779,867</b>	<b>\$ 35,119,918</b>	<b>100.0%</b>	<b>3.0%</b>



**GENERAL NON-DEPARTMENTAL**

No Full-Time Positions

**GENERAL NON-DEPARTMENTAL**

**DEPARTMENTAL MISSION STATEMENT**

The General Non-Departmental Department provides funding for City Hall operations, city-wide contractual 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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- N/A

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ (2,068)	\$ (127,025)	\$ 11,442	\$ (2,265)	\$ (129,290)
MATERIALS AND SUPPLIES	35,148	21,500	22,250	(440)	21,060
MAINTENANCE	52,221	45,725	44,975	(500)	45,225
OCCUPANCY	256,761	110,070	97,105	(9,420)	100,650
CONTRACTUAL SERVICES	529,888	539,002	501,464	55,469	594,471
OTHER CHARGES	42,817	47,535	48,025	18,000	65,535
CAPITAL OUTLAY	-	-	-	-	-
CONTINGENCY	-	73,500	15,000	(17,173)	56,327
TRANSFERS	1,508,189	869,933	984,933	(765,635)	104,298
<b>TOTAL</b>	<b>\$ 2,422,956</b>	<b>\$ 1,580,240</b>	<b>\$ 1,725,194</b>	<b>\$ (721,964)</b>	<b>\$ 858,276</b>

**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
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N/A

<b>GENERAL NON-DEPARTMENTAL</b>
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<b>2013-2014 SIGNIFICANT BUDGET CHANGES</b>
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• Increase for vacancy savings	\$	(42,265)
• Increase for Comptroller Sales Tax Payment Note		90,000
• Increase for VES Contributions		50,500
• Increase for On-Call Pay		40,000
• Increase for City-Wide Employee training (\$13,200 moved from Human Resources)		18,500
• Increase for Health Department		15,887
• Increase for Community Support		4,334
• Increase for CapMetro costs		1,500
• Moved to Council		(1,750)
• Decrease in Property Insurance		(7,500)
• Decrease in Audit Services		(9,252)
• Decrease in Occupancy costs		(9,110)
• Decrease to Contingency		(17,173)
• Remove one-time capital transfer for court security glass		(55,635)
• Remove Transportation CIP transfer for 1431 PTF Design		(800,000)
<b>Total</b>	<b>\$</b>	<b>(721,964)</b>

**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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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- N/A

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
MATERIALS AND SUPPLIES	\$ 4,066	\$ 3,000	\$ 3,500	\$ 500	\$ 3,500
OCCUPANCY	9,105	9,600	9,600	-	9,600
CONTRACTUAL SERVICES	4,375	4,375	4,375	1,042	5,417
OTHER CHARGES	26,437	36,770	36,160	11,250	48,020
CAPITAL OUTLAY	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 43,983</b>	<b>\$ 53,745</b>	<b>\$ 53,635</b>	<b>\$ 12,792</b>	<b>\$ 66,537</b>

**PERSONNEL SUMMARY**

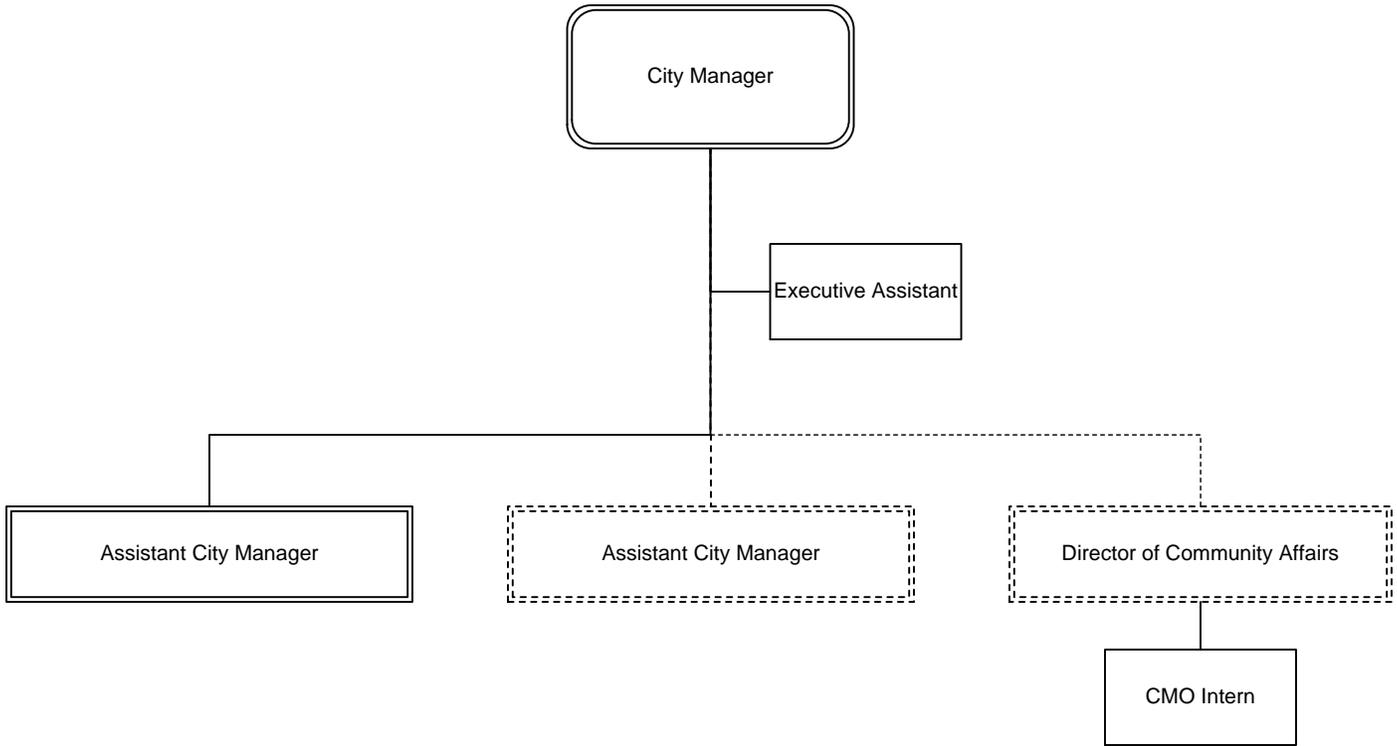
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
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N/A

**2013-2014 SIGNIFICANT BUDGET CHANGES**

• Increase for VES Contributions	\$ 1,042
• Moved from General Non-Departmental	1,500
• Increase to Trainings and Meetings	10,250
<b>Total</b>	<b>\$ 12,792</b>

**CITY MANAGER**



**CITY MANAGER**

**PERFORMANCE INDICATORS**

PERFORMANCE INDICATOR	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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The City Manager's Office provides direction and leadership to ensure that all City departments are effectively serving the Cedar Park community. The City Manager's Office is responsible for the oversight of all city departments, ensuring that these departments are properly addressing City Council's community priorities in an effective and fiscally responsible way. The efficiency and effectiveness measures of all City departments are therefore indicative of the City Manager's Office.

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 386,063	\$ 470,921	\$ 451,556	\$ 18,222	\$ 489,143
MATERIALS AND SUPPLIES	2,463	1,800	2,350	1,500	3,300
OCCUPANCY	1,854	1,800	1,800	(800)	1,000
CONTRACTUAL SERVICES	2,836	2,836	2,836	581	3,417
OTHER CHARGES	17,007	34,095	20,873	(700)	33,395
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 410,223</b>	<b>\$ 511,452</b>	<b>\$ 479,415</b>	<b>\$ 18,803</b>	<b>\$ 530,255</b>

**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
CITY MANAGER	1	1	1
ASSISTANT CITY MANAGER	1	1	1
CMO INTERN	1	1	1
EXECUTIVE ASSISTANT	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel adjustments	\$ 18,222
● Increase for VES contributions	581
<b>Total</b>	<b>\$ 18,803</b>

## 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 community providing 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

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>● Provide professional leadership in the administration and execution of policies and objectives formulated by the City Council</li> <li>● Strategically plan for future issues in Cedar Park</li> <li>● Provide timely and responsive customer service</li> <li>● Act as a liaison between the City Council and City staff</li> <li>● Oversee all City staff and all hiring, development, firing, and disciplining</li> <li>● Special Projects (i.e. Planetarium, Veterans Memorial, Solid Waste transition, Water IQ)</li> </ul> | <ul style="list-style-type: none"> <li>● Develop solutions to city challenges and make recommendations for City Council consideration</li> <li>● Prepare and execute the City Budget</li> <li>● Track municipal impact of state and federal legislation</li> <li>● Public relations: meet with citizens, businesses and other community stakeholders</li> <li>● Intergovernmental Relations / Liaison to regional entities</li> </ul> |
|---|---|

### DEPARTMENTAL TIE TO COUNCIL GOALS

As the central administrative leader for the City's operations, the City Manager is ultimately responsible for the successful execution of all of the City Council's 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 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.

<b>CITY SECRETARY</b>
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<b>PERFORMANCE INDICATORS</b>
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Elections conducted	3	2	-	2
• Ordinances enrolled	65	50	50	50
• Resolutions enrolled	192	200	150	200
• Request for public information received	872	600	900	900
• Pages of minutes processed	259	350	250	300
• Number of rulings sent to Attorney General	235	NA	250	NA
• Number of Council Meetings posted	35	30	38	30
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• % of Council Meeting minutes completed and approved within two Council Meetings	94%	100%	90%	100%
• % of rulings upheld by Texas Attorney General on Public Information Requests	95%	100%	90%	100%
• % of elections conducted within accordance of State and Federal Law	100%	100%	N/A	100%

<b>EXPENDITURE SUMMARY</b>
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 73,780	\$ 77,238	\$ 76,563	\$ 1,848	\$ 79,086
MATERIALS AND SUPPLIES	280	500	5,300	-	500
OCCUPANCY	405	376	376	-	376
CONTRACTUAL SERVICES	8,140	10,625	9,625	5,000	15,625
OTHER CHARGES	35,908	56,670	2,125	-	56,670
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 118,513</b>	<b>\$ 145,409</b>	<b>\$ 93,989</b>	<b>\$ 6,848</b>	<b>\$ 152,257</b>

<b>PERSONNEL SUMMARY</b>
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 PROPOSED
CITY SECRETARY	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

<b>2013-2014 SIGNIFICANT BUDGET CHANGES</b>
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• Personnel adjustments		\$	1,848
• Increase for Computer Services (moved from Information Technology)			5,000
<b>Total</b>		<b>\$</b>	<b>6,848</b>

## 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.

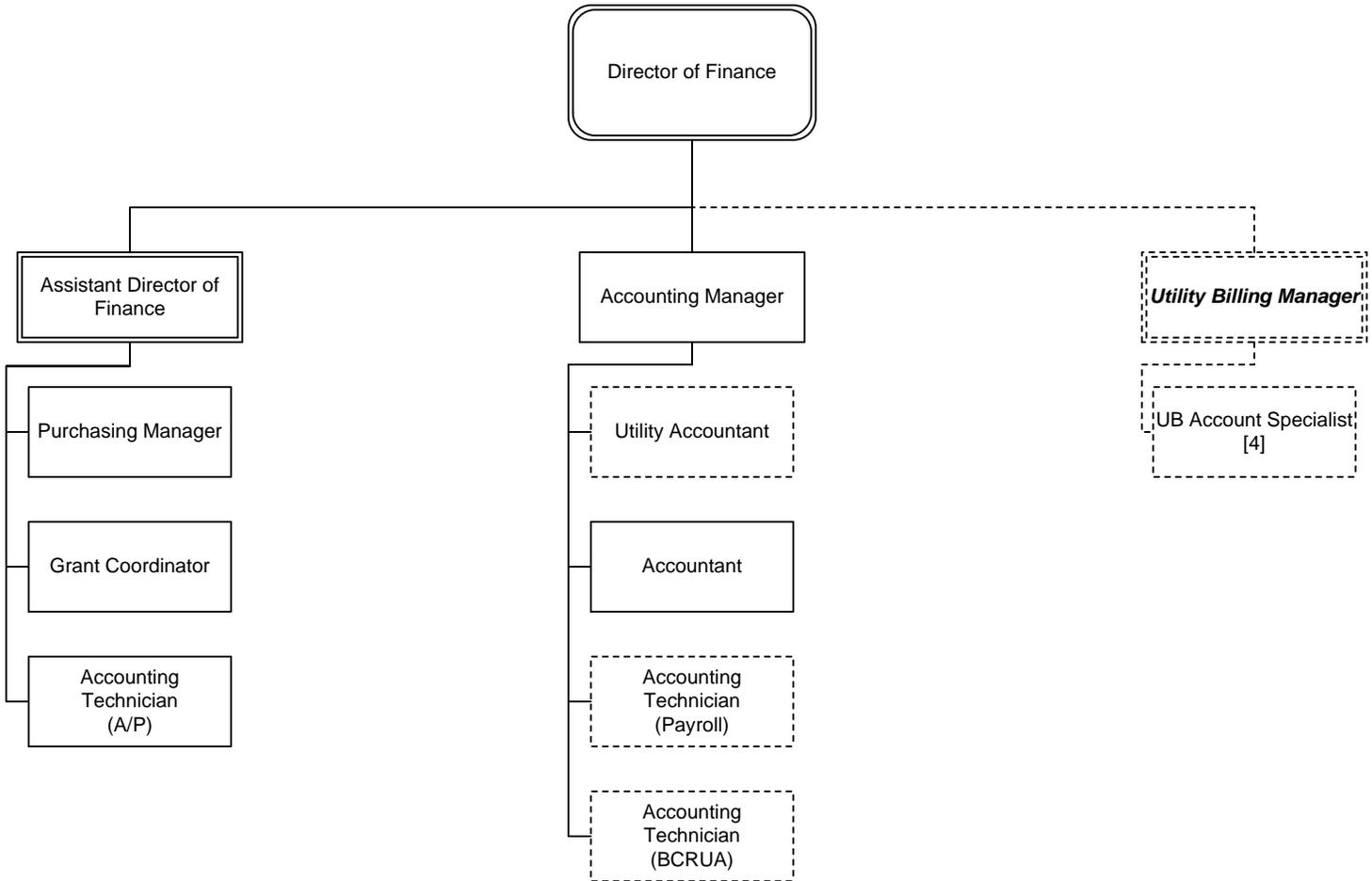
### SERVICES PROVIDED

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>● <b>Accounting</b> <ul style="list-style-type: none"> <li>- General Ledger Accounting</li> <li>- Accounts Payable</li> <li>- Accounts Receivable</li> <li>- Cash Management/Investing</li> <li>- Payroll</li> <li>- Audit</li> </ul> </li> <li>● <b>Grants</b> <ul style="list-style-type: none"> <li>- Grant Research</li> <li>- Grant Prioritization</li> <li>- Grant Proposal</li> <li>- Grant Adoption and Submission</li> <li>- Post-award and Grant Administration</li> <li>- Grant Close-out</li> <li>- Special Event Coordination</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● <b>Budget</b> <ul style="list-style-type: none"> <li>- Budget Preparation</li> <li>- Proposed Budget Creation</li> <li>- Adopted Budget Creation</li> <li>- Analysis and Research</li> <li>- Budget Monitoring (AP &amp; PO Review) and Reporting</li> <li>- Risk Management (City Claims)</li> <li>- 4B &amp; 4A Financial Reporting</li> </ul> </li> <li>● <b>Purchasing</b> <ul style="list-style-type: none"> <li>- Assists with City-wide procurement</li> <li>- Maintains vendor list</li> <li>- Assists departments with quotes, bids, requests for proposals, and requests for qualifications</li> </ul> </li> </ul> |
|--|---|

### 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 Extraterritorial Jurisdiction (ETJ)
  - Update annexation model in support of Council decision making annually, or as needed

# FINANCIAL SERVICES



<b>FINANCE ADMINISTRATION</b>
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<b>PERFORMANCE INDICATORS</b>
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PERFORMANCE INDICATOR	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Payroll checks issued		1,750		
• Direct deposits processed		10,000		
• # of Budget Amendments necessary during the year	4	2	4	3
• Purchase orders issued	517	750	500	550
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Avg. # of days to close financial month data	40	20	33	20
• % of reprinted payroll checks		0.200%		
• % of payroll on direct deposit		85.0%		
• % Variance between budgeted amounts and actual for General Fund Revenue and Expenditures	2.60%	>0.75%	2.40%	>0.75%
• Budget ends structurally balanced	Yes	Yes	Yes	Yes
• Scoring on GFOA Budget Review		81	99	81

<b>EXPENDITURE SUMMARY</b>
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 459,500	\$ 585,523	\$ 522,862	\$ (20,301)	\$ 565,222
MATERIALS AND SUPPLIES	7,558	3,250	3,000	(250)	3,000
OCCUPANCY	-	-	-	-	-
CONTRACTUAL SERVICES	224,618	209,175	206,764	29,902	239,077
OTHER CHARGES	10,495	16,607	12,975	(1,600)	15,007
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 702,171</b>	<b>\$ 814,555</b>	<b>\$ 745,601</b>	<b>\$ 7,751</b>	<b>\$ 822,306</b>

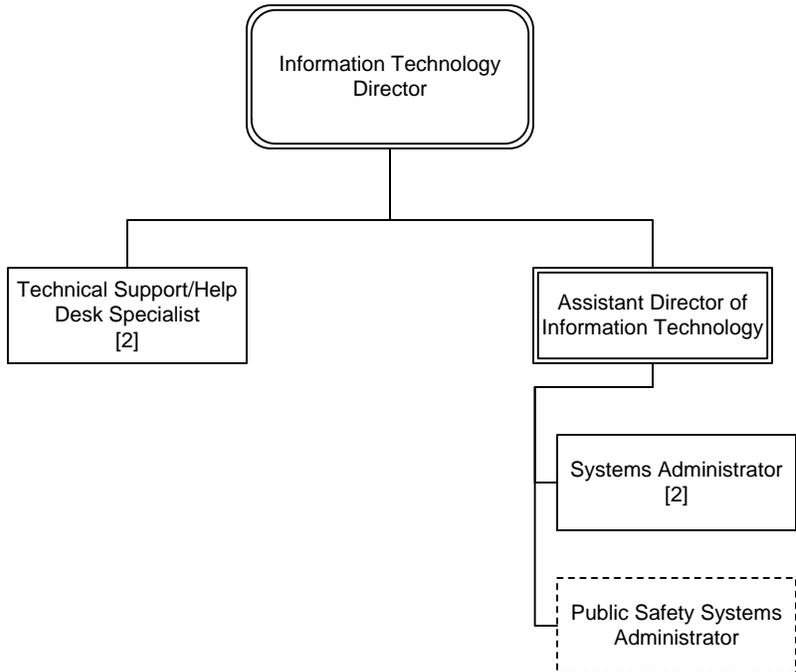
**FINANCE ADMINISTRATION**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
DIRECTOR OF FINANCE	1	1	1
ASSISTANT DIRECTOR OF FINANCE	1	1	1
ACCOUNTING MANAGER	-	1	1
PURCHASING MANAGER	1	1	1
BUDGET MANAGER	1	-	-
GRANT COORDINATOR	1	1	1
FINANCIAL ANALYST	-	-	1
ACCOUNTANT	1	1	1
ACCOUNTING TECHNICIAN	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>8</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ (20,301)
● Increase for Computer Services (moved from Information Technology)	23,333
● Increase for Contractual Services	4,650
● Increase for Appraisal fees	3,586
● Decrease for VES Contributions	(2,017)
● Decrease Trainings and Meetings	(1,500)
<b>Total</b>	<b>\$ 7,751</b>

# 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

The IT Department will deliver timely and effective customer service, will lead the evaluation of emerging technologies/solutions, and will maintain a reliable communication and computer infrastructure system.

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

### DEPARTMENTAL TIE TO COUNCIL GOALS

#### • Strategic Prioritization

The Information Technology Department continually strives to meet council goal #1 Strategic Prioritization by participating in an ongoing information sharing and mutual aid technology project that connects Cedar Park to participating public safety organizations within Williamson County. The performance improvements for the 2013-14 budget year include a pilot project to evaluate desktop virtualization technologies designed to significantly reduce the amount of power necessary to maintain PC workstations and servers, evaluate power consumption for the City Hall data center and enhance efficiency. The Information Technology Department will continue to work with other departments to enhance their processes to become more efficient.

## INFORMATION TECHNOLOGY

### PERFORMANCE INDICATORS

PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Network servers	111	60	111	111
• Personal computers	387	344	387	387
• Information technology help calls	1,891	2,500	3,500	5,000
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• % Critical calls cleared in 8 hours	96.0%	95.0%	97.0%	97.0%
• % Non-Critical calls cleared in 48 hours	83.0%	25.0%	83.0%	65.0%
• % of network uptime during business hours	99.7%	99.9%	99.7%	99.9%

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 365,987	\$ 444,826	\$ 414,946	\$ 10,899	\$ 455,725
MATERIALS AND SUPPLIES	6,017	12,200	10,700	(3,665)	8,535
MAINTENANCE	18,221	19,800	19,800	-	19,800
OCCUPANCY	82,741	77,481	77,420	-	77,481
CONTRACTUAL SERVICES	348,414	464,808	464,740	(110,208)	354,600
OTHER CHARGES	18,547	25,050	25,024	-	25,050
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 839,927</b>	<b>\$ 1,044,165</b>	<b>\$ 1,012,630</b>	<b>\$ (102,974)</b>	<b>\$ 941,191</b>

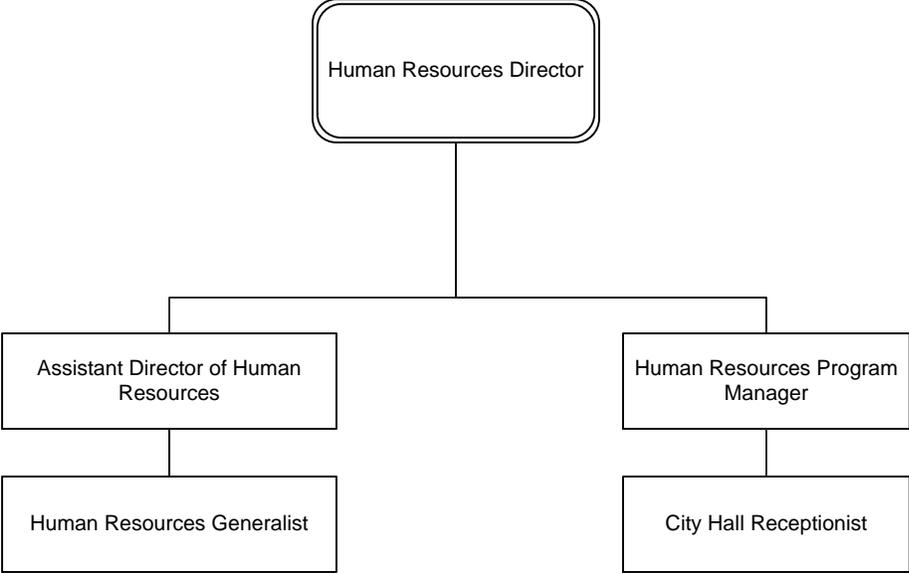
**INFORMATION TECHNOLOGY**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
INFORMATION TECHNOLOGY DIRECTOR	1	1	1
ASSISTANT DIRECTOR OF IT	-	-	1
NETWORK OPERATIONS MANAGER	1	1	-
SYSTEM ADMINISTRATOR	1	2	2
TECHNICAL SUPPORT/HELP DESK SPECIALIST	2	2	2
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 10,899
● Increase for VES Contributions	24,827
● Increase for Wi-Fi Maintenance	6,000
● Increase for Cisco Maintenance	5,000
● Remove one-time Computer Equipment	(3,665)
● Moved Computer Services to Various Departments	(146,035)
	<b>\$ (102,974)</b>

**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 its citizens.

### SERVICES PROVIDED

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>● <b>Compliance with Employment Laws</b> <ul style="list-style-type: none"> <li>- Federal Labor Standards Act</li> <li>- Family Medical Leave Act</li> <li>- Workers' Compensation</li> <li>- DOT/CDL Drug and Alcohol Program</li> <li>- American With Disabilities Act</li> <li>- Cedar Park HR Manual</li> </ul> </li> <li>● <b>Benefits Administration</b> <ul style="list-style-type: none"> <li>- Health, Dental, Life and AD&amp;D Insurance Programs</li> <li>- Long Term Disability</li> <li>- Employee Assistance Program</li> <li>- Texas Municipal Retirement System</li> <li>- Deferred Compensation (457)</li> <li>- Education Reimbursement Program</li> <li>- Leave Administration (Vacation, Sick, Personal, Catastrophic)</li> </ul> </li> <li>● <b>Recruitment</b> <ul style="list-style-type: none"> <li>- Advertising</li> <li>- Pre-Screening/Background Check</li> <li>- Orientation</li> <li>- On Boarding</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● <b>Civil Service</b> <ul style="list-style-type: none"> <li>- Entry-Level Exams</li> <li>- Promotional Exams</li> <li>- Civil Service Meetings</li> <li>- Civil Service Hearings</li> <li>- Meet and Confer</li> <li>- Spanish/Sign Language Testing</li> </ul> </li> <li>● <b>Labor/Employee Relations</b> <ul style="list-style-type: none"> <li>- CPOD Program</li> <li>- Recognition Matters</li> <li>- Service Plaques</li> <li>- Investigations/Review of Complaints</li> </ul> </li> <li>● <b>Classification and Compensation</b> <ul style="list-style-type: none"> <li>- Payroll Maintenance</li> <li>- Employee Performance Program</li> </ul> </li> </ul> |
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## 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 City's 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• # of Worker's Compensation injuries/illnesses requiring days off or modified duty (New for FY 14)	N/A	N/A	N/A	N/A
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Average number of days to fill a position	70	60.0	54.0	52.0
• Turnover rate	11.8%	4.0%	7.4%	7.0%
• First Year Turnover rate	-	N/A	37.5%	20.0%
• Worker's Compensation Modifier	48.0%	46.0%	50.0%	48.0%
• % of Employees on health plan that complete the on-line health risk assessment	1.0%	N/A	14.0%	25.0%

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 267,463	\$ 365,130	\$ 338,353	\$ 5,961	\$ 371,091
MATERIALS AND SUPPLIES	2,641	5,250	5,250	(2,250)	3,000
OCCUPANCY	894	1,400	1,400	-	1,400
CONTRACTUAL SERVICES	111,904	96,496	91,489	1,323	97,819
OTHER CHARGES	44,145	52,723	55,765	(13,453)	39,270
<b>TOTAL</b>	<b>\$ 427,047</b>	<b>\$ 520,999</b>	<b>\$ 492,257</b>	<b>\$ (8,419)</b>	<b>\$ 512,580</b>

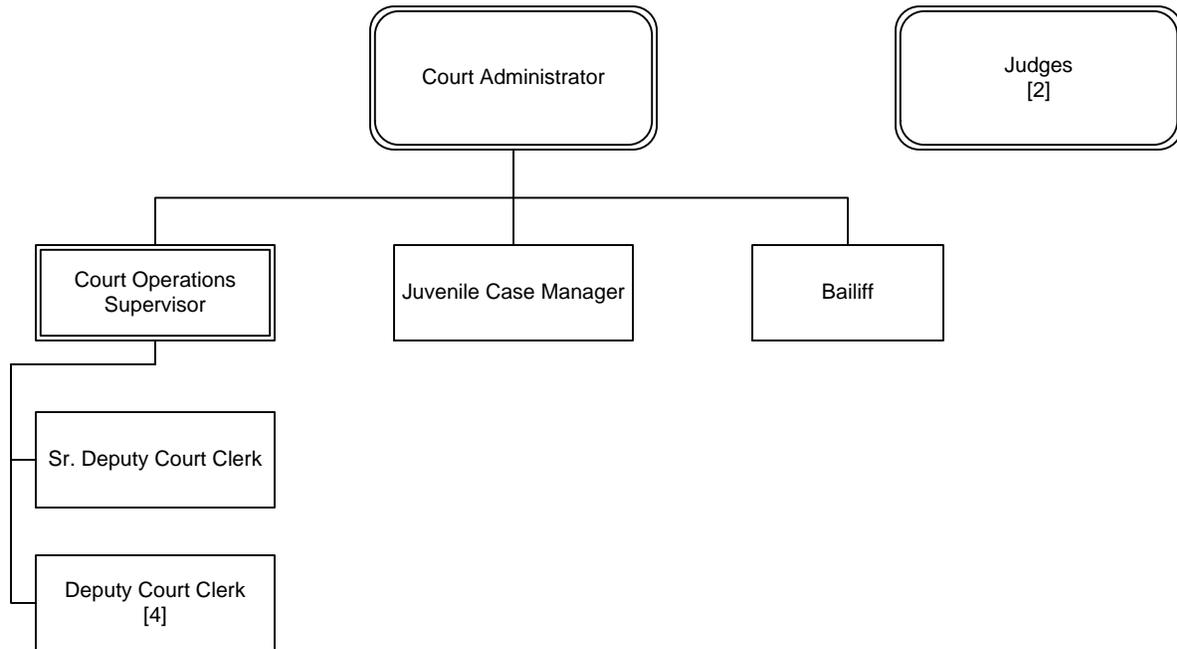
**HUMAN RESOURCES**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
HUMAN RESOURCES DIRECTOR	1	1	1
ASSISTANT DIRECTOR OF HUMAN RESOURCES	-	1	1
HUMAN RESOURCES PROGRAM MANAGER	1	1	1
HUMAN RESOURCES GENERALIST	1	1	1
CITY HALL RECEPTIONIST	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 5,961
● Increase for VES Contributions	1,108
● Move City-Wide Employee training to General Non-Departmental	(13,200)
● Remove one-time computer purchase	(2,288)
<b>Total</b>	<b>\$ (8,419)</b>

**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 public's 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 organizational development and assessing staffing levels and service delivery effectiveness.

<b>MUNICIPAL COURT</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• # of Cases filed	13,613	13,500	11,550	13,000
• # of Warrants Issued	1,951	2,400	2,100	2,100
• # of Warrants Cleared	1,788	2,000	1,800	1,800
• # of Contested Dockets (trial-related)	2,077	2,000	2,100	2,000
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Average Collection Rate	69%	65%	65%	65%
• Juvenile Compliance Rates	206	150	200	150
• % of Initial Appearances Missed	15%	13%	18%	13%
• % of cases closed (vs. those filed)	88%	88%	80%	85%

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 403,695	\$ 423,341	\$ 413,104	\$ 11,683	\$ 435,024
MATERIALS AND SUPPLIES	2,999	4,100	4,000	(400)	3,700
MAINTENANCE	2,910	6,200	6,200	3,800	10,000
OCCUPANCY	37,886	43,160	39,760	(2,000)	41,160
CONTRACTUAL SERVICES	5,868	5,000	6,500	14,167	19,167
OTHER CHARGES	30,565	38,235	32,600	200	38,435
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 483,923</b>	<b>\$ 520,036</b>	<b>\$ 502,164</b>	<b>\$ 27,450</b>	<b>\$ 547,486</b>

**MUNICIPAL COURT**

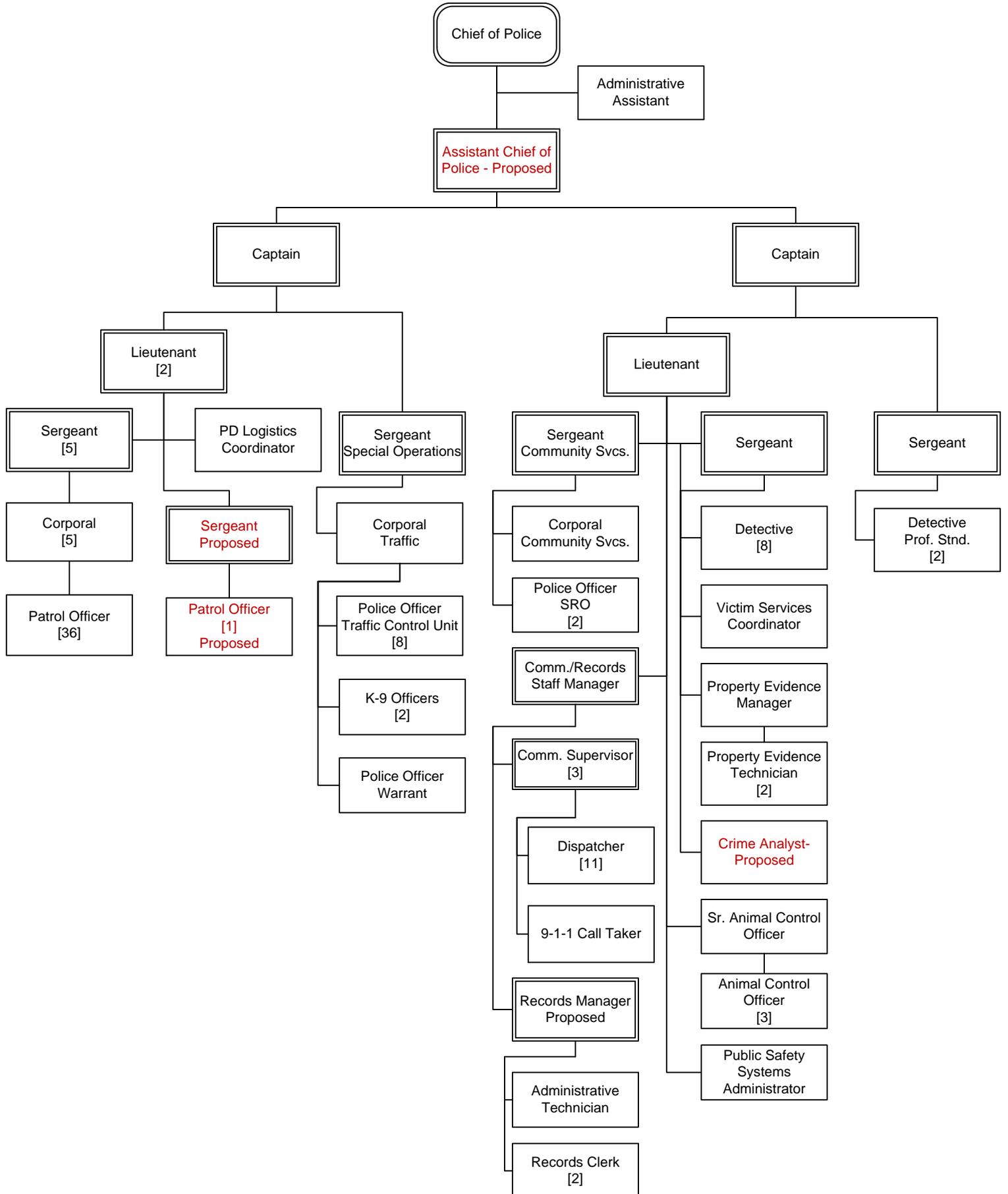
**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
COURT ADMINISTRATOR	1	1	1
COURT OPERATIONS SUPERVISOR	1	1	1
SENIOR DEPUTY CLERK	1	1	1
DEPUTY COURT CLERK	4	4	5
JUVENILE CASE MANAGER	1	1	1
JUDGES	1	1	1
BAILIFF	0.5	0.5	0.5
<b>TOTAL</b>	<b>9.5</b>	<b>9.5</b>	<b>10.5</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 11,683
● Increase for Computer Services (moved from Information Technology)	11,667
● Increase for Armored Car Service	2,500
● Increase for Building Repairs and Maintenance	2,500
● Reduce Electricity	(900)
<b>Total</b>	<b>\$ 27,450</b>

# POLICE



## 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

The vision of the Cedar Park Police Department is to enhance professionalism through excellence, working in partnership with our community to make Cedar Park one of the safest cities in Texas. We strive to make Cedar Park a community where our residents feel safe, and are safe, with a high quality of life in which to live, work and play.

### 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:** The members of our community who are being served, protected, and who enjoy a high quality of life in which to live, work and play.

### 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: Assistant Chief of Police** To realign the command structure of CPPD to be reflective of contemporary law enforcement agencies, providing a means to synthesize the efforts of operations and support divisions in the day to day operation of the police department, and provide a clear formal leader in the absence of the Chief, by adding the position of Assistant Chief.

**Goal 2: Strategic Prioritization - Implement remaining recommendations of the ICMA Police Study.**

Create Platoon 600 to maximize patrol coverage, reduce overtime and focus on crime specific issues such as larceny.

**Goal 3: Crime Analysis - Increase our crime analysis capabilities to create an effective means to proactively police the City of Cedar Park as a data driven, intelligence led department, partnered with the community to not only respond to crime but to identify patterns related to criminal activity and effectively deploy department resources in order to prevent crime.**

Provide administrative support to the Criminal Investigations Division to enhance our ability to predict, prevent and solve criminal activity.

Join the Austin Regional Intelligence Center (ARIC) as a partner agency, thereby exponentially expanding our capabilities to gather, analyze, and disseminate criminal intelligence information to solve and prevent crime.

**Goal 4: Civilian Support** To restore the staffing level of the central records section to the pre 2009 level by adding a non-sworn Records Manager. To ensure the departments records management, communications, and best practices elements are properly functioning without an extreme backlog or undue hardship to other areas.

**Goal 5: Technology Equipment** To better document and deliver police services through the use of available technology in the field.

The above goals and associated budget requests are reflective of the Citys core values of Community, Service, Innovation, Professionalism, Integrity, Leadership and Fiscal Responsibility.

<b>POLICE SERVICES- TOTAL</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Calls for Service	35,785	33,000		
• Part I Crimes Reported	1,230	1,250		
• Citations issued	13,307	13,000		
• Felony arrests	224	200		
• Misdemeanor arrests	1,259	1,300		
• Calls for Animal Control services	1,538	2,600		
• Impounded animals	1,461	1,020		
• Animal Control Citations issued	724	590		
• Animal Control Warning issued	468	500		
• Registration	4,386	900		
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Emergency call average response time	6.65	9.5 min.		
• Non-emergency call average response time	13.25	10-15 min.		
• % of emergency calls within the response time of 5 minutes or less	49.75%	15.0%		
• Crime Rate of under 2,000 index crimes per 100,000 population	<2000	<2,000		
• Clearance rate of Part 1 Offenses	32.8%	35.0%		
• Field Release of Impounded Animals prior to being transported to the Shelter	730	500		

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 6,651,876	\$ 7,518,307	\$ 7,210,842	\$ 757,320	\$ 8,275,627
MATERIALS AND SUPPLIES	425,097	471,796	531,967	(74,377)	397,419
MAINTENANCE	147,038	116,751	110,875	6,599	123,350
OCCUPANCY	169,274	200,178	193,525	6,621	206,799
CONTRACTUAL SERVICES	834,632	902,197	932,873	175,400	1,077,597
OTHER CHARGES	265,029	258,059	269,166	43,651	301,710
CAPITAL OUTLAY	62,442	402,266	465,795	(253,676)	148,590
TRANSFERS	705,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 9,260,388</b>	<b>\$ 9,869,554</b>	<b>\$ 9,715,043</b>	<b>\$ 661,538</b>	<b>\$ 10,531,092</b>

<b>POLICE SERVICES- TOTAL</b>
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PERSONNEL SUMMARY			
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
<b>CIVIL SERVICE</b>			
ASSISTANT POLICE CHIEF	-	-	1
CAPTAIN	2	2	2
LIEUTENANT	3	3	3
SERGEANT	9	9	10
CORPORAL/DETECTIVE	17	17	17
POLICE OFFICER	49	49	50
<b>CIVIL SERVICE TOTAL</b>	<b>80</b>	<b>80</b>	<b>83</b>
<b>NON-CIVIL SERVICE</b>			
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	11	11
ADMINISTRATIVE TECHNICIAN	1	1	1
RECORDS SUPERVISOR	-	1	1
RECORDS CLERK	2	2	2
9-1-1 CALL TAKER	-	1	1
PROPERTY EVIDENCE MANAGER	1	1	1
PROPERTY EVIDENCE TECHNICIAN	1	2	2
CRIME ANALYST	-	-	1
PD LOGISTICS COORDINATOR	-	1	1
SENIOR ANIMAL CONTROL OFFICER	1	1	1
ANIMAL CONTROL OFFICER	2	3	3
VICTIM SERVICES COORDINATOR	1	1	1
<b>NON-CIVIL SERVICE TOTAL</b>	<b>24</b>	<b>32</b>	<b>33</b>
<b>TOTAL</b>	<b>104</b>	<b>112</b>	<b>116</b>

**POLICE SERVICES- TOTAL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

• Personnel Adjustments	\$ 412,417
• Increase for Assistant Police Chief	206,797
• Increase for Patrol Sergeant	169,550
• Increase for Patrol Officer	129,411
• Increase for VES Contributions	91,709
• Increase for Crime Analyst	58,649
• Increase for Training and Meetings	27,265
• Increase WCRAS Operational Costs	17,048
• Increase for Annual Radio Maintenance	16,524
• Increase for Williamson County Communications System	14,347
• Increase for Austin Regional Intelligence Center	9,828
• Increase for Contract Services	6,376
• Increase for Janitorial Services	6,000
• Increase for Building Maintenance & Building Supplies	5,270
• Increase for Dispatch and Records System Maintenance	1,800
• Remove one-time Computer Purchase	(2,699)
• Remove one-time set-up for Firearm Transition Program	(20,441)
• Remove one-time Taser Upgrade Purchase	(86,047)
• Remove one-time Capital Costs	(402,266)
<b>Total</b>	<b>\$ 661,538</b>

<b>POLICE - ADMINISTRATION</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ 6,528,772	\$ 1,154,568	\$ 1,118,572	\$ (91,039)	\$ 1,063,529
MATERIALS AND SUPPLIES	411,787	102,230	99,223	(13,461)	88,769
MAINTENANCE	143,215	22,336	24,500	6,464	28,800
OCCUPANCY	168,533	182,301	176,761	4,061	186,362
CONTRACTUAL SERVICES	705,141	80,344	79,568	19,805	100,149
OTHER CHARGES	259,664	87,534	79,114	8,310	95,844
CAPITAL OUTLAY	62,442	-	-	42,421	42,421
TRANSFERS	705,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 8,279,554</b>	<b>\$ 1,629,313</b>	<b>\$ 1,577,738</b>	<b>\$ (23,439)</b>	<b>\$ 1,605,874</b>

<b>POLICE - ADMINISTRATION</b>
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<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
<b>CIVIL SERVICE</b>			
ASSISTANT POLICE CHIEF	-	-	1
CAPTAIN	2	2	2
LIEUTENANT	3	3	3
SERGEANT	9	-	-
CORPORAL/DETECTIVE	17	-	-
POLICE OFFICER	49	-	-
<b>CIVIL SERVICE TOTAL</b>	<b>80</b>	<b>5</b>	<b>6</b>
<b>NON-CIVIL SERVICE</b>			
POLICE CHIEF	1	1	1
COMMUNICATIONS SUPERVISOR	3	-	-
DISPATCHER	8	-	-
ADMINISTRATIVE ASSISTANT	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	1
RECORDS CLERK	2	-	-
PUBLIC SAFETY SYSTEMS ADMINISTRATOR	1	1	1
COMMUNICATIONS AND RECORDS STAFF MANAGER	1	-	-
PROPERTY EVIDENCE MANAGER	1	-	-
PROPERTY EVIDENCE TECHNICIAN	1	-	-
VICTIM SERVICES COORDINATOR	1	-	-
<b>NON-CIVIL SERVICE TOTAL</b>	<b>21</b>	<b>4</b>	<b>4</b>
<b>TOTAL</b>	<b>101</b>	<b>9</b>	<b>10</b>

<b>POLICE - OPERATIONS</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 5,139	\$ 3,964,617	\$ 3,721,507	\$ 620,218	\$ 4,584,835
MATERIALS AND SUPPLIES	-	276,833	338,985	(56,529)	220,304
MAINTENANCE	135	88,979	81,000	(479)	88,500
OCCUPANCY	-	5,177	4,800	1,323	6,500
CONTRACTUAL SERVICES	-	407,449	409,102	84,190	491,639
OTHER CHARGES	-	98,855	102,266	16,625	115,480
CAPITAL OUTLAY	-	364,266	427,795	(258,497)	105,769
<b>TOTAL</b>	<b>\$ 5,274</b>	<b>\$ 5,206,176</b>	<b>\$ 5,085,455</b>	<b>\$ 406,851</b>	<b>\$ 5,613,027</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
<b>CIVIL SERVICE</b>			
SERGEANT	-	6	7
CORPORAL/DETECTIVE	-	5	5
POLICE OFFICER	-	47	48
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>58</b>	<b>60</b>
<b>NON-CIVIL SERVICE</b>			
PD LOGISTICS COORDINATOR	-	1	1
<b>NON-CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>TOTAL</b>	<b>0</b>	<b>59</b>	<b>61</b>

<b>POLICE - COMMUNICATIONS AND RECORDS</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ -	\$ 687,736	\$ 697,183	\$ 142,958	\$ 830,694
MATERIALS AND SUPPLIES	-	5,073	5,000	(73)	5,000
MAINTENANCE	-	-	-	-	-
OCCUPANCY	-	1,449	1,344	(177)	1,272
CONTRACTUAL SERVICES	-	215,142	248,002	45,871	261,013
OTHER CHARGES	-	17,659	22,102	4,943	22,602
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 927,059</b>	<b>\$ 973,631</b>	<b>\$ 193,522</b>	<b>\$ 1,120,581</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
<b>CIVIL SERVICE</b>			
N/A	-	-	-
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-CIVIL SERVICE</b>			
COMMUNICATIONS AND RECORDS STAFF MANAGER	-	1	1
COMMUNICATIONS SUPERVISOR	-	3	3
DISPATCHER	-	11	11
9-1-1 CALL TAKER	-	1	1
RECORDS SUPERVISOR	-	1	1
RECORDS CLERK	-	2	2
<b>NON-CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>19</b>	<b>19</b>
<b>TOTAL</b>	<b>0</b>	<b>19</b>	<b>19</b>

<b>POLICE - SUPPORT</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ -	\$ 1,542,964	\$ 1,530,058	\$ 83,693	\$ 1,626,657
MATERIALS AND SUPPLIES	-	57,194	55,059	(3,894)	53,300
MAINTENANCE	-	1,386	2,000	614	2,000
OCCUPANCY	-	10,171	9,540	1,414	11,585
CONTRACTUAL SERVICES	-	63,941	61,680	3,962	67,903
OTHER CHARGES	-	44,289	55,517	13,728	58,017
CAPITAL OUTLAY	-	5,000	5,000	(4,600)	400
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 1,724,945</b>	<b>\$ 1,718,854</b>	<b>\$ 94,917</b>	<b>\$ 1,819,862</b>

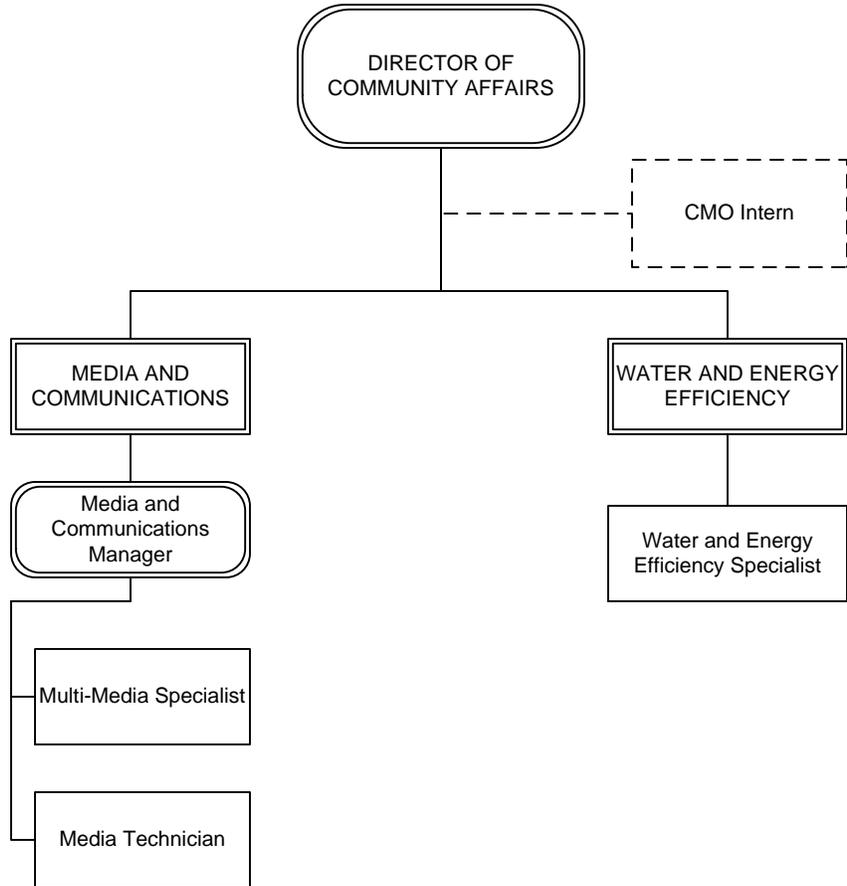
<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
<b>CIVIL SERVICE</b>			
SERGEANT	-	3	3
CORPORAL/DETECTIVE	-	12	12
POLICE OFFICER	-	2	2
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>17</b>	<b>17</b>
<b>NON-CIVIL SERVICE</b>			
PROPERTY EVIDENCE MANAGER	-	1	1
PROPERTY EVIDENCE TECHNICIAN	-	2	2
CRIME ANALYST	-	-	1
VICTIM SERVICES COORDINATOR	-	1	1
<b>NON-CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>4</b>	<b>5</b>
<b>TOTAL</b>	<b>0</b>	<b>21</b>	<b>22</b>

<b>POLICE - ANIMAL CONTROL</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ 117,965	\$ 168,422	\$ 143,522	\$ 1,490	\$ 169,912
MATERIALS AND SUPPLIES	13,310	30,466	33,700	(420)	30,046
MAINTENANCE	3,688	4,050	3,375	-	4,050
OCCUPANCY	741	1,080	1,080	-	1,080
CONTRACTUAL SERVICES	129,491	135,321	134,521	21,572	156,893
OTHER CHARGES	5,365	9,722	10,167	45	9,767
CAPITAL OUTLAY	-	33,000	33,000	(33,000)	-
<b>TOTAL</b>	<b>\$ 270,560</b>	<b>\$ 382,061</b>	<b>\$ 359,365</b>	<b>\$ (10,313)</b>	<b>\$ 371,748</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
<b>CIVIL SERVICE</b>			
N/A	-	-	-
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-CIVIL SERVICE</b>			
SENIOR ANIMAL CONTROL OFFICER	1	1	1
ANIMAL CONTROL OFFICER	2	3	3
<b>NON-CIVIL SERVICE TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>

**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 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

- |                                     |  |
|-------------------------------------|--|
| • <b>Media contacts/interviews</b>  | • <b>TV programming</b>                  |
| • <b>Press releases</b>             | • <b>Meetings recorded/broadcast</b>     |
| • <b>Response to media requests</b> | • <b>Website content and maintenance</b> |

### 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Press/Media releases issued			65	
• Meetings recorded/broadcast			125	
• Media contacts/interviews			220	
• TV programming			35	
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• % of stories picked-up			95%	
• % of media requests responded to within 2 hrs.			95%	

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 140,968	\$ 144,209	\$ 147,682	\$ 14,775	\$ 158,984
MATERIALS AND SUPPLIES	2,395	5,480	3,018	(2,480)	3,000
MAINTENANCE	29	-	-	-	-
OCCUPANCY	2,043	3,060	2,160	(900)	2,160
CONTRACTUAL SERVICES	48,038	59,452	58,202	(4,057)	55,395
OTHER CHARGES	6,155	7,988	6,681	4,694	12,682
<b>TOTAL</b>	<b>\$ 199,628</b>	<b>\$ 220,189</b>	<b>\$ 217,743</b>	<b>\$ 12,032</b>	<b>\$ 232,221</b>

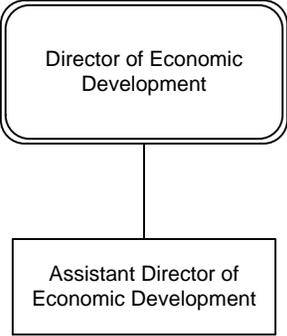
**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
COMMUNICATION MANAGER	1	1	1
MULTI-MEDIA SPECIALIST	1	1	1
MEDIA TECHNICIAN	0.5	0.5	0.5
<b>TOTAL</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

• Personnel Adjustments	\$ 14,775
• File Cloud Storage	6,000
• Move VES Contributions to CPTV-10 / Cable Fund	(3,922)
• Remove one-time costs for Mobile Applications	(4,821)
<b>Total</b>	<b>\$ 12,032</b>

**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

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>● <b>Marketing Cedar Park as the preferred business location</b> <ul style="list-style-type: none"> <li>- Marketing Trips/Trade Shows</li> <li>- Print Material/Advertising</li> <li>- Presentations to Development Groups</li> </ul> </li> <li>● <b>One-Stop Shop for Following Information/Assistance:</b> <ul style="list-style-type: none"> <li>- Demographic Information on the Community</li> <li>- Information on Available Buildings and Land sites for Businesses</li> <li>- Information on Infrastructure and Traffic</li> <li>- Information and Referrals on Different Types of State and Federal Financing Programs</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● <b>Assist Companies/Businesses in Their Site Locations</b> <ul style="list-style-type: none"> <li>- Demographic and Workforce Information</li> <li>- Identification of Available Facilities and Land</li> <li>- Development of Incentive Proposals</li> </ul> </li> <li>● <b>Business Retention and Expansion Efforts</b> <ul style="list-style-type: none"> <li>- Regular Contact (Phone/E-mail and Bi-annual visits)</li> </ul> </li> </ul> |
|---|--|

**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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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**WORKLOAD MEASURES**

• Information requests filled (demographic, community, development guidelines, incentives, etc.)	130	185	165	200
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**EFFICIENCY & EFFECTIVENESS MEASURES**

• Projects developed	26	34	32	34
• New business locations	5	6	4	6
• Jobs created	260	350	250	350
• Business expansions	2	5	3	4
• % Increase in Cedar Park Workforce	2.00%	2.00%	2.00%	2.00%
• Capital Investment Added to Tax Rolls (in millions)	10	\$ 20	\$ 18	\$ 25

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 215,242	\$ 226,629	\$ 221,331	\$ 2,364	\$ 228,993
MATERIALS AND SUPPLIES	447	1,800	1,500	(600)	1,200
OCCUPANCY	16,727	2,100	2,100	-	2,100
CONTRACTUAL SERVICES	90,663	90,405	89,625	(72)	90,333
OTHER CHARGES	833,933	901,850	933,445	216,803	1,118,653
CAPITAL OUTLAY	1,552	-	-	-	-
CONTINGENCY	231	30,000	-	-	30,000
<b>TOTAL</b>	<b>\$ 1,158,795</b>	<b>\$ 1,252,784</b>	<b>\$ 1,248,001</b>	<b>\$ 218,495</b>	<b>\$ 1,471,279</b>

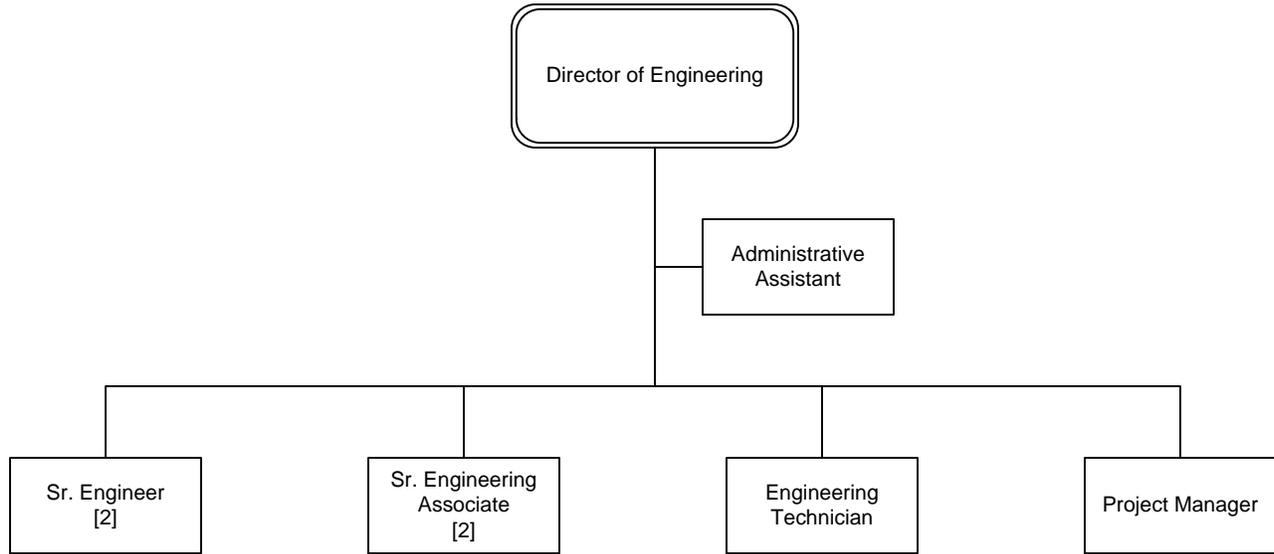
**ECONOMIC DEVELOPMENT**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
DIRECTOR OF ECONOMIC DEVELOPMENT	1	1	1
ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT	-	1	1
ECONOMIC DEVELOPMENT SPECIALIST	1	-	-
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 2,364
● Increase for VES Contributions	708
● Increase for Economic Development Incentives	217,403
● Reduce operational costs	(1,980)
<b>Total</b>	<b>\$ 218,495</b>

**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**
  - Develop an undated Transportation Master Plan
  - Conduct scope and feasibility study of Drainage Utility Fund.
  - Continue phase III of street sign replacement and identify funding
  - Implement plan for development and placement of City entry signs.
- **Diversified Tax Base/Balanced Land Use**
  - Utilize Transportation Plan to facilitate economic development.
- **Public Transportation/Mobility**
  - Explore multi-modal opportunities
  - Continue progress and implementation of Roadway Plan
  - Develop an undated Transportation Master Plan

<b>ENGINEERING</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Construction plans reviewed	26	25	37	25
• # of on-going projects (Transportation/Facilities)	4/6	4/2	9/8	11/7
• CIP design contracts initiated	9	4	4	4
• Design contracts completed	2	3	6	4
• CIP projects constructed	3	3	6	6
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Design contracts completed on schedule	2	3	6	4
• Project designs (under/over) budget	2/0	3/0	5/0	3/0
• Project construction budgets (under/over)	3/0	3/0	5/1	6/0

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 589,774	\$ 659,777	\$ 650,162	\$ 12,128	\$ 671,905
MATERIALS AND SUPPLIES	6,852	7,500	6,600	(500)	7,000
MAINTENANCE	310	700	500	-	700
OCCUPANCY	4,140	4,600	4,600	-	4,600
CONTRACTUAL SERVICES	178,530	280,841	284,736	(109,508)	171,333
OTHER CHARGES	12,808	15,450	13,655	-	15,450
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 792,414</b>	<b>\$ 968,868</b>	<b>\$ 960,253</b>	<b>\$ (97,880)</b>	<b>\$ 870,988</b>

**ENGINEERING**

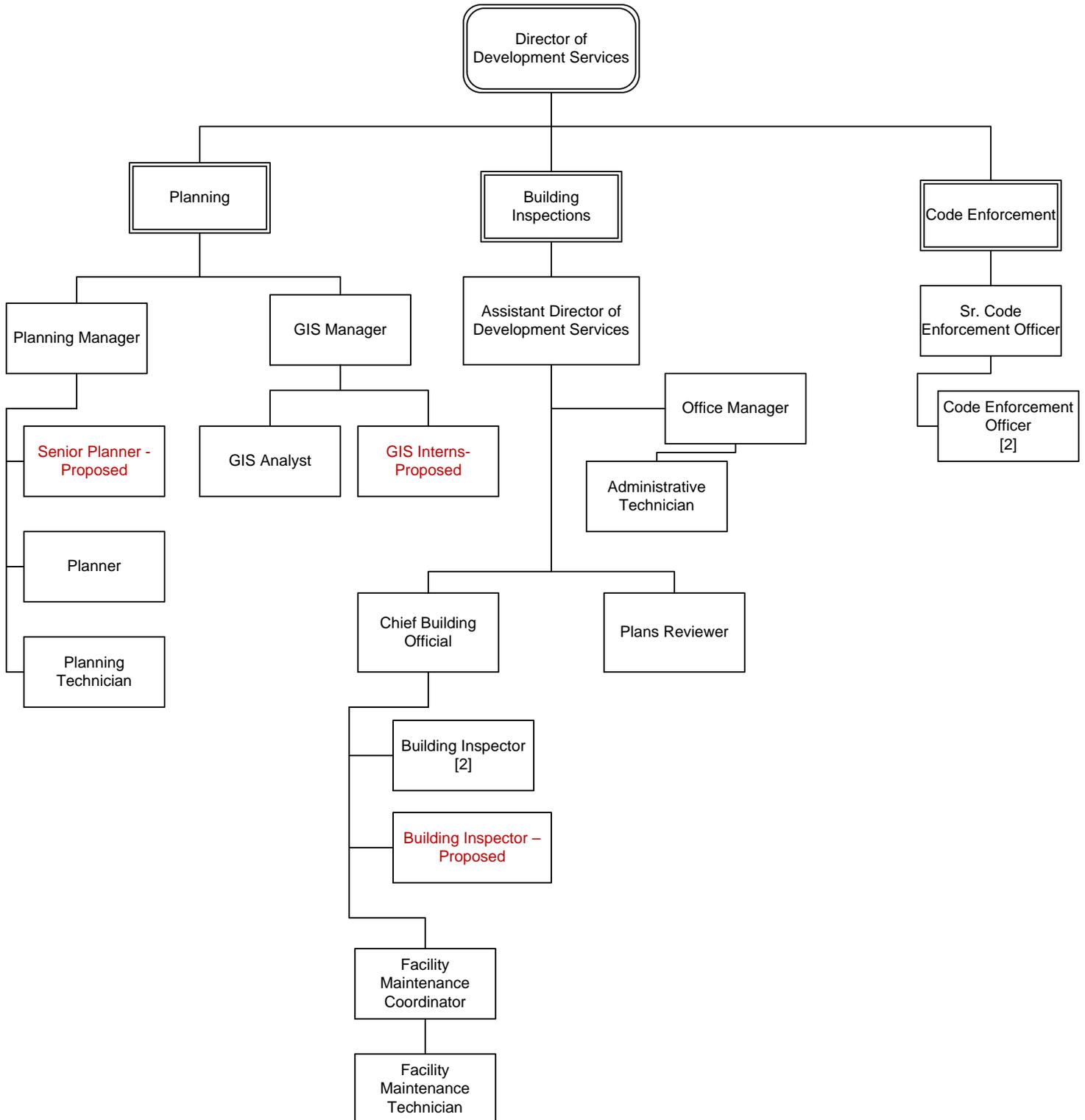
**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
DIRECTOR OF ENGINEERING	1	1	1
SENIOR ENGINEER	2	2	2
SENIOR ENGINEERING ASSOCIATE	1	2	2
ENGINEERING TECHNICIAN	1	1	1
PROJECT MANAGER	1	1	1
TRANSPORTATION PLANNER	1	-	-
ADMINISTRATIVE ASSISTANT	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 12,128
● Increase for VES Contributions	2,200
● Increase for Copier Rental	500
● Increase for Computer Services (moved from Information Technology)	12,292
● Increase for Stormwater Study (MS4 Program)	30,000
● Remove one-time funding for Overhead Electric Study	(75,000)
● Remove one-time Construction Inspections Costs	(80,000)
<b>Total</b>	<b>\$ (97,880)</b>

# 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 and 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.

<b>DEVELOPMENT SERVICES - TOTAL</b>
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PERFORMANCE INDICATORS				
PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL

<b>WORKLOAD MEASURES</b>				
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<b>PLANNING SERVICES</b>				
--------------------------	--	--	--	--

- |                                       |    |    |    |    |
|---------------------------------------|----|----|----|----|
| • # of Zoning Applications (PLANNING) | 26 | 23 | 18 | 18 |
|---------------------------------------|----|----|----|----|

<b>CODE ENFORCEMENT</b>				
-------------------------	--	--	--	--

- |   |          |      |          |          |
|---|----------|------|----------|----------|
| • # of Warnings / # of Citations Issued | 5,000/15 | 30/2 | 5,925/26 | 6,000/25 |
|---|----------|------|----------|----------|

<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
--	--	--	--	--

<b>PLANNING SERVICES</b>				
--------------------------	--	--	--	--

- |  |    |    |    |    |
|--|----|----|----|----|
| • Average # of Days to complete New Subdivision and Site Plans Reviews | 14 | 14 | 14 | 14 |
|--|----|----|----|----|

- |  |    |    |    |    |
|--|----|----|----|----|
| • Average # of Days to re-review subdivisions and site plans | 12 | 14 | 14 | 14 |
|--|----|----|----|----|

<b>BUILDING INSEPCIONS</b>				
----------------------------	--	--	--	--

- |  |    |    |    |    |
|--|----|----|----|----|
| • Average minutes allotted for each inspection | 14 | 17 | 19 | 22 |
|--|----|----|----|----|

- |  |   |   |   |   |
|--|---|---|---|---|
| • 5-day Residential Reviews: Average Turnaround Time | 5 | 5 | 4 | 5 |
|--|---|---|---|---|

- |  |     |     |     |     |
|--|-----|-----|-----|-----|
| • 5-day Residential Reviews: Percent (%) Performed Within Target | 72% | 80% | 85% | 90% |
|--|-----|-----|-----|-----|

- |  |     |     |     |     |
|--|-----|-----|-----|-----|
| • 10-day Commercial Reviews: Percent (%) Performed Within Target | 63% | 75% | 75% | 90% |
|--|-----|-----|-----|-----|

<b>CODE ENFORCEMENT</b>				
-------------------------	--	--	--	--

- |   |      |      |      |      |
|---|------|------|------|------|
| • Percent of complaint responses within 24-hours on business days | 100% | 100% | 100% | 100% |
|---|------|------|------|------|

EXPENDITURE SUMMARY					
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 987,528	\$ 1,180,396	\$ 1,086,947	\$ 146,150	\$ 1,326,546
MATERIALS AND SUPPLIES	22,935	35,875	33,517	(215)	35,660
MAINTENANCE	7,097	8,660	6,330	(1,600)	7,060
OCCUPANCY	11,413	11,392	19,142	9,120	20,512
CONTRACTUAL SERVICES	88,325	197,592	230,709	238,443	436,035
OTHER CHARGES	36,874	59,496	43,012	5,615	65,111
CAPITAL OUTLAY	-	-	-	2,500	2,500
<b>TOTAL</b>	<b>\$ 1,154,172</b>	<b>\$ 1,493,411</b>	<b>\$ 1,419,657</b>	<b>\$ 400,013</b>	<b>\$ 1,893,424</b>

<b>DEVELOPMENT SERVICES - TOTAL</b>
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<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
DIRECTOR OF DEVELOPMENT SERVICES	1	1	1
PLANNING MANAGER	-	1	1
SENIOR PLANNER	2	-	1
PLANNER	-	1	1
GIS MANAGER	-	1	1
GIS ANALYST	1	1	1
PLANNING TECHNICIAN	1	1	1
GIS INTERNS	-	-	0.5
ASSISTANT DIRECTOR OF DEVELOPMENT SERVICES	-	-	1
DIRECTOR OF BUILDING INSPECTIONS	1	1	-
CHIEF BUILDING OFFICIAL	1	1	1
BUILDING INSPECTOR	2	2	3
PLANS REVIEWER	-	1	1
FACILITY MAINTENANCE COORDINATOR	1	1	1
FACILITY MAINTENANCE TECHNICIAN	1	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	2
SENIOR CODE ENFORCEMENT OFFICER	1	1	1
CODE ENFORCEMENT OFFICER	2	2	3
<b>TOTAL</b>	<b>16</b>	<b>18</b>	<b>22.5</b>

**DEVELOPMENT SERVICES - TOTAL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 19,835
● Increase for VES Contributions	(3,762)
● Increase for Computer Services (moved from Information Technology)	44,875
● Increase for Comp Plan Contingency Funds	25,000
● Increase for GIS Interns	28,000
● Increase for Development Code Rewrite	250,000
● Increase for Bank Fees	4,350
● Increase for Senior Planner	70,851
● Increase for Building Inspector II	69,764
● Increase for Contract Services	20,000
● Increase for Occupancy Costs	8,920
● Increase for Copier Rental	1,420
● Remove one-time employee set-ups	(14,240)
● Remove one-time Comprehensive Plan Funding	(125,000)
<b>Total</b>	<b>\$ 400,013</b>

## DEVELOPMENT SERVICES - PLANNING

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 377,388	\$ 470,807	\$ 415,638	\$ 72,358	\$ 543,165
MATERIALS AND SUPPLIES	4,336	10,200	9,827	(800)	9,400
MAINTENANCE	660	1,600	350	(1,200)	400
OCCUPANCY	856	1,600	1,434	-	1,600
CONTRACTUAL SERVICES	38,194	152,358	175,390	196,577	348,935
OTHER CHARGES	22,848	44,173	25,524	1,140	45,313
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 444,282</b>	<b>\$ 680,738</b>	<b>\$ 628,163</b>	<b>\$ 268,075</b>	<b>\$ 948,813</b>

### PERSONNEL SUMMARY

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
DIRECTOR OF DEVELOPMENT SERVICES	1	1	1
PLANNING MANAGER	-	1	1
SENIOR PLANNER	2	-	1
PLANNER	-	1	1
GIS MANAGER	-	1	1
GIS ANALYST	1	1	1
GIS INTERNS	-	-	0.5
PLANNING TECHNICIAN	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>7.5</b>

## DEVELOPMENT SERVICES - BUILDING INSPECTIONS

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 480,908	\$ 565,247	\$ 532,600	\$ 64,767	\$ 630,014
MATERIALS AND SUPPLIES	11,718	17,315	17,880	345	17,660
MAINTENANCE	4,384	4,460	4,250	-	4,460
OCCUPANCY	7,356	7,292	13,045	6,857	14,149
CONTRACTUAL SERVICES	40,720	27,615	37,700	37,728	65,343
OTHER CHARGES	9,559	9,828	12,282	4,315	14,143
CAPITAL OUTLAY	-	-	-	2,500	2,500
<b>TOTAL</b>	<b>\$ 554,645</b>	<b>\$ 631,757</b>	<b>\$ 617,757</b>	<b>\$ 116,512</b>	<b>\$ 748,269</b>

### PERSONNEL SUMMARY

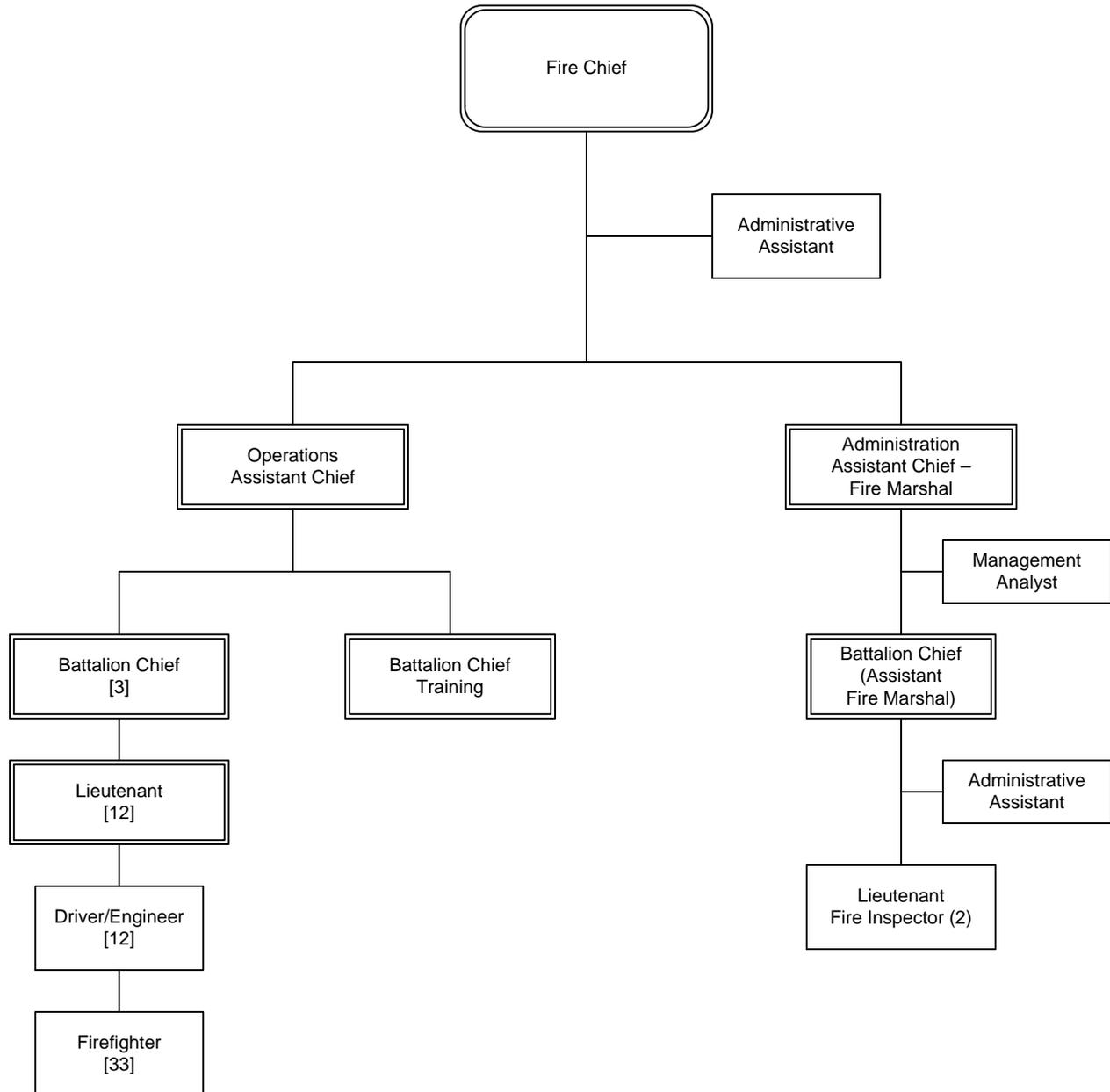
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
ASSISTANT DIRECTOR OF DEVELOPMENT SERVICES	-	-	1
DIRECTOR OF BUILDING INSPECTIONS	1	1	-
CHIEF BUILDING OFFICIAL	1	1	1
BUILDING INSPECTOR	2	2	3
PLANS REVIEWER	-	1	1
FACILITY MAINTENANCE COORDINATOR	1	1	1
FACILITY MAINTENANCE TECHNICIAN	1	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>10</b>

**DEVELOPMENT SERVICES - CODE ENFORCEMENT**

<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2012-2013</b>	<b>BUDGET</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>
PERSONNEL SERVICES	\$ 129,232	\$ 144,342	\$ 138,709	\$ 9,025	\$ 153,367
MATERIALS AND SUPPLIES	6,881	8,360	5,810	240	8,600
MAINTENANCE	2,053	2,600	1,730	(400)	2,200
OCCUPANCY	3,201	2,500	4,663	2,263	4,763
CONTRACTUAL SERVICES	9,411	17,619	17,619	4,138	21,757
OTHER CHARGES	4,467	5,495	5,206	160	5,655
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 155,245</b>	<b>\$ 180,916</b>	<b>\$ 173,737</b>	<b>\$ 15,426</b>	<b>\$ 196,342</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
SENIOR CODE ENFORCEMENT OFFICER	1	1	1
CODE ENFORCEMENT OFFICER	2	2	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>

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

**FIRE SERVICES - TOTAL**

**DEPARTMENTAL TIE TO COUNCIL GOALS**

• **Strategic Prioritization (Efficiency)**

Participate with CPOD and various other internal organizational health initiatives.  
 Review the Nine-Year Staffing Plan that was presented to Council in 2010  
 Conduct Officer training classes each year.

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

Department is pursuing accreditation from the Commission on Fire Accreditation International.

• **Redevelopment and Enhancement**

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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Total Emergency Incidents	4,433	4,450	4,450	4,450
• Fire Marshal Activity	3,020	N/A	3,100	3,200
• # of Tours/Public Education Events	126	N/A	175	175
• # of AIM Exercises	3	3	3	3
• Training hours complete	14,590	15,000	14,000	15,000
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• ISO Rating	1	1	1	1
• % of Turn-out Time Less Than 90 Seconds	78.1%	75.0%	76.1%	78.0%
• EMS Call Median Turn Out Time	1.14	N/A	1.01	1.00
• % of Travel Time Less Than 4 Minutes	48.0%	57.0%	42.4%	57.0%
• Fire Calls as % of Total Calls	26.0%	26.0%	26.0%	26.0%
• Medical Calls/Vehicle Accident Calls as % of Total Calls	75.0%	75.0%	74.0%	75.0%
• False Alarm Calls as % of Total Calls	6.2%	7.5%	7.5%	7.5%
• % 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	1.0%	20.0%	25.0%	35.0%
Nightclubs	0.0%	100.0%	100.0%	100.0%
• % of Fires Contained in Room of Origin	37.9%	38.0%	60.0%	50.0%
• % of Dollar Value Saved on Property With Fire Loss	35.8%	84.0%	72.0%	80.0%

<b>FIRE SERVICES - TOTAL</b>
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EXPENDITURE SUMMARY					
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 5,041,875	\$ 5,505,241	\$ 5,286,713	\$ 326,548	\$ 5,831,789
MATERIALS AND SUPPLIES	164,776	177,607	171,336	(13,849)	163,758
MAINTENANCE	279,808	326,887	310,087	182,500	509,387
OCCUPANCY	118,231	143,903	143,883	(44,660)	99,243
CONTRACTUAL SERVICES	915,369	824,484	829,918	(238,091)	586,393
OTHER CHARGES	96,882	131,143	110,943	10,919	142,062
CAPITAL OUTLAY	-	35,000	-	(20,000)	15,000
TRANSFERS	182,759	-	275,200	-	-
<b>TOTAL</b>	<b>\$ 6,799,700</b>	<b>\$ 7,144,265</b>	<b>\$ 7,128,080</b>	<b>\$ 203,367</b>	<b>\$ 7,347,632</b>

<b>FIRE SERVICES - TOTAL</b>
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PERSONNEL SUMMARY			
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
<b>CIVIL SERVICE</b>			
ASSISTANT FIRE CHIEF	1	2	2
BATTALION CHIEF	5	5	5
LIEUTENANT	14	14	15
DRIVER/ENGINEER	12	12	12
FIREFIGHTER	33	33	33
<b>CIVIL SERVICE TOTAL</b>	<b>65</b>	<b>66</b>	<b>67</b>
<b>NON-CIVIL SERVICE</b>			
FIRE CHIEF	1	1	1
MANAGEMENT ANALYST	1	1	1
ADMINISTRATIVE ASSISTANT	2	2	2
DISPATCHER	3	-	-
<b>NON-CIVIL SERVICE TOTAL</b>	<b>7</b>	<b>4</b>	<b>4</b>
<b>TOTAL</b>	<b>72</b>	<b>70</b>	<b>71</b>

**FIRE SERVICES - TOTAL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$ 326,548
● Increase for Fire Station #3 Repair	200,000
● Increase for Computer Services (moved from Information Technology)	23,833
● Increase for UTV Vehicle for Rescue Team	15,500
● Increase for US Digital Yearly Maintenance Fee	12,020
● Increase for Command Training Program	7,780
● Increase for NFPA Code Subscription	5,850
● Remove one-time staff set-up	(3,500)
● Remove one-time Firehouse Analytics	(14,600)
● Remove one-time Fitness Test Validation	(16,500)
● Remove one-time Remote Nozzle	(18,000)
● Remove one-time Capital Purchase	(29,751)
● Remove one-time Fire Admin Rental Costs	(44,010)
● Remove one-time VES Contribution for fire engine	(261,803)
<b>Total</b>	<b>\$ 203,367</b>

## FIRE SERVICES - ADMINISTRATION

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012	FY 2012-2013	FY 2012-2013	BUDGET	FY 2013-2014
	ACTUAL	BUDGET	PROJECTED	ADJUSTMENTS	BUDGET
PERSONNEL SERVICES	\$ 5,041,875	\$ 893,341	\$ 684,061	\$ (98,658)	\$ 794,683
MATERIALS AND SUPPLIES	164,776	27,760	24,211	2,731	30,491
MAINTENANCE	279,785	19,400	16,600	(5,000)	14,400
OCCUPANCY	118,231	82,796	90,958	(38,008)	44,788
CONTRACTUAL SERVICES	915,369	58,089	53,523	33,637	91,726
OTHER CHARGES	96,882	64,260	44,060	1,000	65,260
CAPITAL OUTLAY	-	35,000	-	(35,000)	-
TRANSFERS	182,759	-	275,200	-	-
<b>TOTAL</b>	<b>\$ 6,799,677</b>	<b>\$ 1,180,646</b>	<b>\$ 1,188,613</b>	<b>\$ (139,298)</b>	<b>\$ 1,041,348</b>

### PERSONNEL SUMMARY

POSITIONS	FY 2011-2012	FY 2012-2013	FY 2013-2014
	ACTUAL	BUDGET	PROPOSED
<b>CIVIL SERVICE</b>			
ASSISTANT FIRE CHIEF	1	2	2
BATTALION CHIEF	5	1	1
LIEUTENANT	14	-	1
DRIVER/ENGINEER	12	-	-
FIREFIGHTER	33	-	-
<b>CIVIL SERVICE TOTAL</b>	<b>65</b>	<b>3</b>	<b>4</b>
<b>NON-CIVIL SERVICE</b>			
FIRE CHIEF	1	1	1
ADMINISTRATIVE ASSISTANT	2	1	1
PLAN REVIEWER/INSPECTOR	-	-	-
MANAGEMENT ANALYST	1	1	1
DISPATCHER	3	-	-
<b>NON-CIVIL SERVICE TOTAL</b>	<b>7</b>	<b>3</b>	<b>3</b>
<b>TOTAL</b>	<b>72</b>	<b>6</b>	<b>7</b>

## FIRE SERVICES - SUPPRESSION

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ -	\$ 4,271,411	\$ 4,256,258	\$ 399,912	\$ 4,671,323
MATERIALS AND SUPPLIES	-	134,122	134,400	(13,580)	120,542
MAINTENANCE	23	297,487	291,487	192,500	489,987
OCCUPANCY	-	59,002	50,820	(6,652)	52,350
CONTRACTUAL SERVICES	-	747,037	757,037	(277,561)	469,476
OTHER CHARGES	-	62,983	62,983	1,069	64,052
<b>TOTAL</b>	<b>\$ 23</b>	<b>\$ 5,572,042</b>	<b>\$ 5,552,985</b>	<b>\$ 310,688</b>	<b>\$ 5,882,730</b>

### PERSONNEL SUMMARY

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
<b>CIVIL SERVICE</b>			
BATTALION CHIEF	-	2	2
LIEUTENANT	-	13	13
DRIVER/ENGINEER	-	12	12
FIREFIGHTER	-	33	33
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>60</b>	<b>60</b>
<b>NON-CIVIL SERVICE</b>			
N/A	-	-	-
<b>NON-CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>0</b>	<b>60</b>	<b>60</b>

## FIRE SERVICES - FIRE MARSHAL

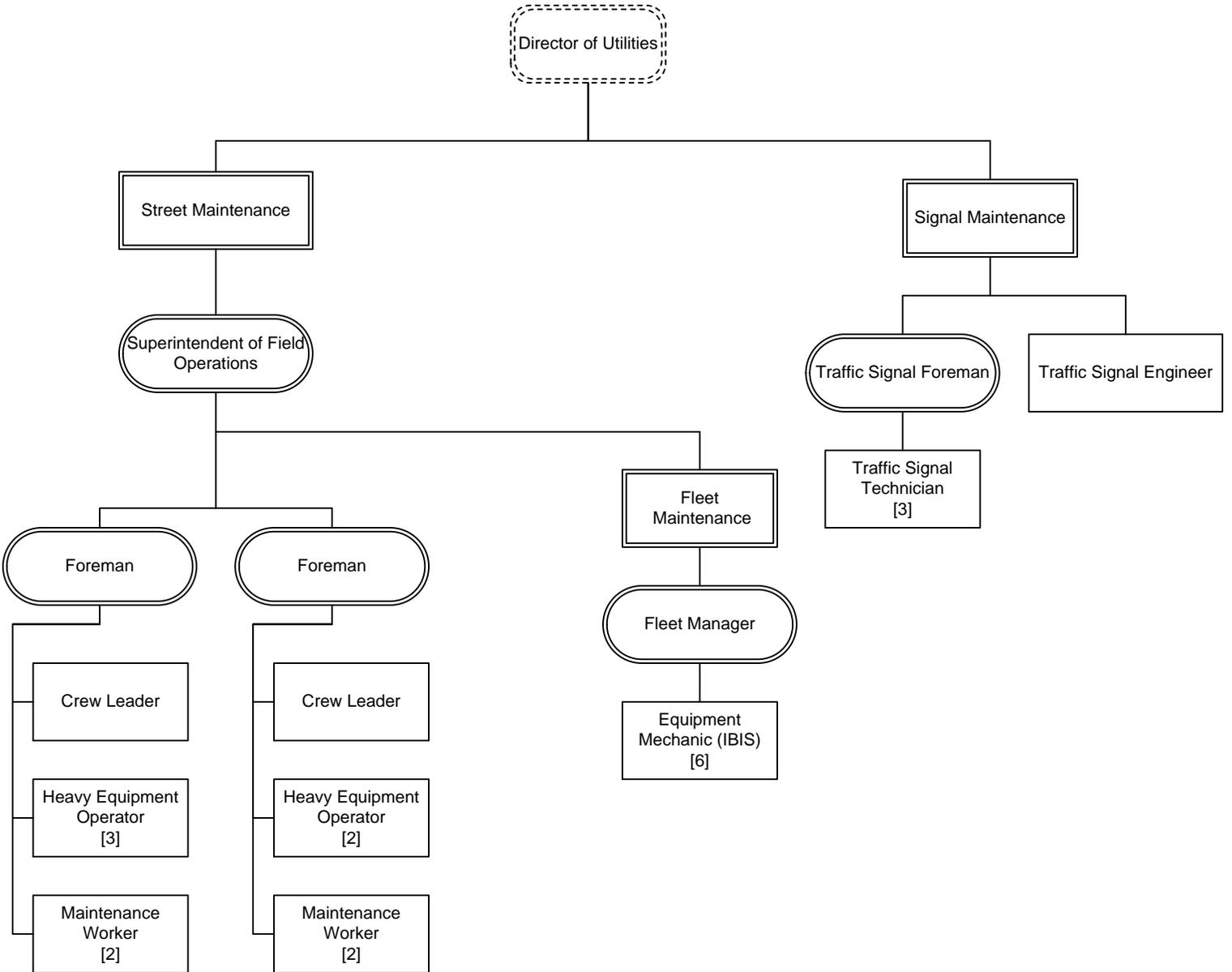
### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012	FY 2012-2013	FY 2012-2013	BUDGET	FY 2013-2014
	ACTUAL	BUDGET	PROJECTED	ADJUSTMENTS	BUDGET
PERSONNEL SERVICES	\$ -	\$ 340,489	\$ 346,394	\$ 25,294	\$ 365,783
MATERIALS AND SUPPLIES	-	15,725	12,725	(3,000)	12,725
MAINTENANCE	-	10,000	2,000	(5,000)	5,000
OCCUPANCY	-	2,105	2,105	-	2,105
CONTRACTUAL SERVICES	-	19,358	19,358	5,833	25,191
OTHER CHARGES	-	3,900	3,900	8,850	12,750
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 391,577</b>	<b>\$ 386,482</b>	<b>\$ 31,977</b>	<b>\$ 423,554</b>

### PERSONNEL SUMMARY

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
<b>CIVIL SERVICE</b>			
BATTALION CHIEF	-	2	2
LIEUTENANT	-	1	1
<b>CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>NON-CIVIL SERVICE</b>			
ADMINISTRATIVE ASSISTANT	-	1	1
<b>NON-CIVIL SERVICE TOTAL</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>4</b>

# 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 City's 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

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>● Patch potholes and utility cuts</li> <li>● Install and maintain street signs and pavement markings.</li> <li>● Inspect and perform necessary repairs to City sidewalks.</li> <li>● Repair base failures and damage caused by water lines breaks</li> <li>● De-Ice/Sand bridges and roads for ice preparation</li> <li>● Traffic Signal Maintenance</li> <li>● Traffic Signal Telemetry</li> <li>● Operates (Future) Traffic Management Center</li> <li>● Maintains Street Lights</li> <li>● Responds 24/7 to signals in flash</li> <li>● Trouble Shoot Malfunctioning Components</li> <li>● Perform repairs/maintenance of vehicles and equipment</li> <li>● Keep maintenance/repair records on vehicles and equip</li> <li>● Order gas, diesel fuel and oil and report the usage for City units.</li> </ul> | <ul style="list-style-type: none"> <li>● Crack sealing of streets</li> <li>● Reconstruct streets to upgrade driving surface and drainage</li> <li>● Repair street driving surface for seal coatings.</li> <li>● Provide on-call services to address emergency repairs after-hours</li> <li>● Implement PE-sealed timing plans</li> <li>● Maintain Pedestrian Crossings</li> <li>● Maintain School Zone warning devices</li> <li>● Maintain utility telemetry system</li> <li>● Maintain wireless backhaul network</li> <li>● Maintain Coordination plan timing clocks</li> <li>● Purchase and sell civilian vehicles and equipment</li> <li>● Provide mobile or field repairs services.</li> </ul> |
|---|--|

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• # of center street lane miles		269	269	269
• # of lane miles crack sealed		200	230	220
• Sq Ft of Asphalt repairs		9,749	16,704	17,000
• # of sidewalks repairs		76	108	108
• # of Cedar Park signals maintained		47	47	51
• # of signal work orders		169	252	252
• # of street light repairs		36	48	48
• # of fleet work orders		912	1,368	1,368
• # of vehicles maintained		185	185	204
• # of pieces of equipment maintained		215	215	220
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• # of miles streets swept per year		972	1,452	1,452
• Avg # of days to make asphalt repairs after report		6		
• Avg # of hours to correct signal detection repair		2	2	2
• Avg # of days to repair streetlight		1.4	1.4	1.2
• Avg # of days to process fleet work orders		3		

<b>FIELD OPERATIONS - TOTAL</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2012-2013</b>	<b>BUDGET</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>

<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2012-2013</b>	<b>BUDGET</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>
PERSONNEL SERVICES	\$ 1,005,670	\$ 1,345,415	\$ 1,256,243	\$ (5,566)	\$ 1,339,849
MATERIALS AND SUPPLIES	498,535	600,422	594,180	9,850	610,272
MAINTENANCE	252,679	294,581	337,031	67,500	362,081
OCCUPANCY	421,103	477,100	452,150	(17,550)	459,550
CONTRACTUAL SERVICES	240,112	268,228	263,328	15,182	283,410
OTHER CHARGES	43,087	46,255	46,955	5,100	51,355
CAPITAL OUTLAY	78,087	39,000	61,100	(39,000)	-
<b>TOTAL</b>	<b>\$ 2,539,273</b>	<b>\$ 3,071,001</b>	<b>\$ 3,010,987</b>	<b>\$ 35,516</b>	<b>\$ 3,106,517</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>

<b>POSITIONS</b>	<b>FY 2011-2012</b>	<b>FY 2012-2013</b>	<b>FY 2013-2014</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>
SUPERINTENDENT OF FIELD OPERATIONS	1	1	1
STREETS FOREMAN	1	2	3
CREW LEADER	2	2	2
HEAVY EQUIPMENT OPERATOR	5	5	5
MAINTENANCE WORKER	5	4	6
TRAFFIC SIGNAL ENGINEER	1	1	1
TRAFFIC SIGNAL FOREMAN	1	1	1
TRAFFIC SIGNAL TECHNICIAN	1	1	1
FLEET MANAGER	1	1	1
FLEET FOREMAN	-	-	-
EQUIPMENT MECHANIC	6	6	6
<b>TOTAL</b>	<b>24</b>	<b>24</b>	<b>27</b>

**FIELD OPERATIONS - TOTAL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

• Personnel Adjustments	\$	(13,566)
• Increase for Street Light Maintenance		21,000
• Increase for Traffic Signal VES		35,000
• Increase for Building Supplies/Occupancy		8,900
• Increase for Overtime		8,000
• Increase for VES Contributions		15,182
• Remove one-time capital purchase		(39,000)
<b>Total</b>		<b>\$ 35,516</b>

<b>FIELD OPERATIONS - STREET MAINTENANCE</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 571,416	\$ 648,150	\$ 629,574	\$ 8,130	\$ 656,280
MATERIALS AND SUPPLIES	413,395	522,972	515,100	4,200	527,172
MAINTENANCE	125,648	107,850	122,200	36,000	143,850
OCCUPANCY	418,693	473,200	445,000	(23,200)	450,000
CONTRACTUAL SERVICES	181,855	185,865	184,065	4,371	190,236
OTHER CHARGES	20,441	17,650	17,650	2,500	20,150
CAPITAL OUTLAY	-	18,000	25,100	(18,000)	-
<b>TOTAL</b>	<b>\$ 1,731,448</b>	<b>\$ 1,973,687</b>	<b>\$ 1,938,689</b>	<b>\$ 14,001</b>	<b>\$ 1,987,688</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
SUPERINTENDENT OF FIELD OPERATIONS	1	1	1
FOREMAN	1	2	2
CREW LEADER	1	1	1
HEAVY EQUIPMENT OPERATOR	5	5	5
MAINTENANCE WORKER	5	4	4
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>

<b>FIELD OPERATIONS - SIGNAL AND LIGHT MAINTENANCE</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ 133,792	\$ 345,992	\$ 293,145	\$ (13,870)	\$ 332,122
MATERIALS AND SUPPLIES	54,922	56,500	60,000	3,650	60,150
MAINTENANCE	118,751	158,231	190,031	31,500	189,731
OCCUPANCY	2,410	3,900	7,150	3,250	7,150
CONTRACTUAL SERVICES	44,313	62,000	58,900	3,783	65,783
OTHER CHARGES	8,009	13,180	14,130	2,100	15,280
CAPITAL OUTLAY	16,950	-	-	-	-
<b>TOTAL</b>	<b>\$ 379,147</b>	<b>\$ 639,803</b>	<b>\$ 623,356</b>	<b>\$ 30,413</b>	<b>\$ 670,216</b>

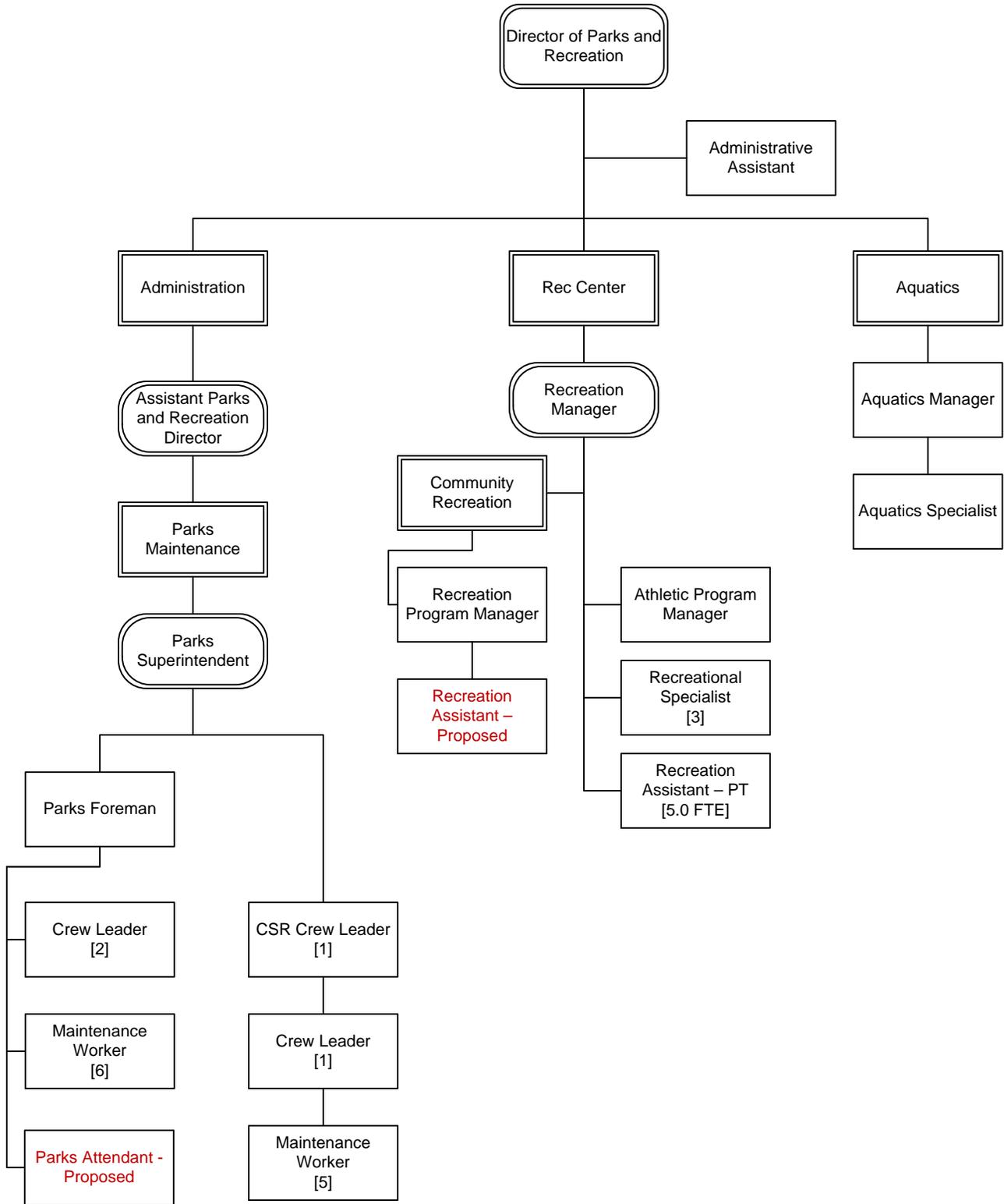
<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
TRAFFIC SIGNAL FOREMAN	1	1	1
TRAFFIC SIGNAL ENGINEER	1	1	1
TRAFFIC SIGNAL TECHNICIAN	1	3	3
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>5</b>

<b>FIELD OPERATIONS - FLEET MAINTENANCE</b>
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EXPENDITURE SUMMARY					
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 300,462	\$ 351,273	\$ 333,524	\$ 174	\$ 351,447
MATERIALS AND SUPPLIES	30,218	20,950	19,080	2,000	22,950
MAINTENANCE	8,280	28,500	24,800	-	28,500
OCCUPANCY	-	-	-	2,400	2,400
CONTRACTUAL SERVICES	13,944	20,363	20,363	7,028	27,391
OTHER CHARGES	14,637	15,425	15,175	500	15,925
CAPITAL OUTLAY	61,137	21,000	36,000	(21,000)	-
<b>TOTAL</b>	<b>\$ 428,678</b>	<b>\$ 457,511</b>	<b>\$ 448,942</b>	<b>\$ (8,898)</b>	<b>\$ 448,613</b>

PERSONNEL SUMMARY			
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
FLEET MANAGER	1	1	1
FOREMAN	-	-	-
EQUIPMENT MECHANIC	6	6	6
CREW LEADER	-	-	-
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>

# 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-Palooza - 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**

- Parks and Open Master Plan Update
- water saving irrigation systems
- alternative fuel vehicle

• **Goal 2: Redevelopment and Enhancement**

- right-of way mowing
- park landscape maintenance
- pool renovations/upgrades

• **Goal 4: Entertainment Destination Culture**

- athletic programs
- aquatics programs
- community events
- Toros partnership
- trail construction / improvements

• **Goal 5: Facilities**

- PARD maintenance facility planning

**PERFORMANCE INDICATORS**

PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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**WORKLOAD MEASURES**

• # of Park Facility Rentals	1,507	2,400	2,491	2,400
• Avg Daily Attendance at Park Facilities	3,645	4,600	4,200	4,600
• # of Developed Acres/ Maintenance Employee	36	32	32	32
• Recreation Center Memberships Sold	6,257	6,000	5,800	6,000
• Attendance at Community Events	39,900	47,500	40,000	45,000
• # of Children Attending Camp Timberwolf	748	685	685	685
• Aquatic facilities operated/maintained	4	4	4	4
• Tree Preservation & Landscape plans reviewed	45	40	32	40

**EFFICIENCY & EFFECTIVENESS MEASURES**

• Mowing and Edging Schedule Efficiency	85	90.0%	95.0%	90.0%
• Recreation Center Memberships Retained	56	60.0%	60.0%	60.0%
• Recreation Center Annual Cost Recovery	117.0%	90.0%	110.0%	100.0%
• Aquatics Cost Recovery	72.0%	90.0%	85.0%	90.0%
• Returning Vendors at Community Events	90	100	106	100
• Returning Event Sponsors	18	14	12	14
• Camp Timberwolf Cost Recovery	162.0%	125.0%	128.0%	125.0%

<b>PARKS AND RECREATION - TOTAL</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 1,666,162	\$ 1,875,280	\$ 1,802,921	\$ 196,416	\$ 2,071,696
MATERIALS AND SUPPLIES	172,652	181,575	141,320	31,806	213,381
MAINTENANCE	204,288	177,983	194,360	12,500	190,483
OCCUPANCY	275,741	294,775	281,915	(1,702)	293,073
CONTRACTUAL SERVICES	250,245	321,994	318,227	(19,165)	302,829
OTHER CHARGES	127,063	161,552	68,606	5,093	166,645
CAPITAL OUTLAY	45,188	1,500	80,500	1,500	3,000
TRANSFERS	85,000	-	78,000	-	-
<b>TOTAL</b>	<b>\$ 2,826,339</b>	<b>\$ 3,014,659</b>	<b>\$ 2,965,849</b>	<b>\$ 226,448</b>	<b>\$ 3,241,107</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
DIRECTOR OF PARKS AND RECREATION	1	1	1
ASSISTANT PARKS AND RECREATION DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
PARKS ATTENDANT	-	-	1
PARKS SUPERINTENDENT	1	1	1
PARKS FOREMAN	-	1	1
CREW LEADER	4	4	4
MAINTENANCE WORKER	12	11	11
RECREATION MANAGER	1	1	1
ATHLETIC PROGRAM MANAGER	-	1	1
RECREATION SPECIALIST	3	3	3
RECREATION ASSISTANT	4.5	5	6
AQUATICS MANAGER	1	1	1
AQUATICS SPECIALIST	-	1	1
RECREATION PROGRAM MANAGER	1	1	1
<b>TOTAL</b>	<b>30.5</b>	<b>33</b>	<b>35</b>

<b>PARKS AND RECREATION - TOTAL</b>
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<b>2013-2014 SIGNIFICANT BUDGET CHANGES</b>
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● Personnel Adjustments	\$	68,201
● Increase for VES Contributions		12,690
● Increase for Bank Service Fees		6,000
● Increase for Building Supplies		2,000
● Increase for Parks Repairs and Maintenance		3,500
● Increase for Rec Center Programming		80,000
● Increase for Adult Athletic Programming		12,853
● Increase for Janitorial Services		1,000
● Increase for Pool Maintenance		6,000
● Increase for Additional Bus for Campsite		2,990
● Increase for Increase in LISD Prices		1,556
● Increase for Parks Attendant		44,663
● Increase for Seasonal Maintenance Worker		11,000
● Increase for New Recreation Programming with Staffing		16,347
● Increase for Independence Day Parade		3,500
● Remove one-time Parks Master Plan		(35,000)
● Remove one-time capital costs		(1,500)
● Remove one-time special events funding		(9,352)
<b>Total</b>	<b>\$</b>	<b>226,448</b>

## PARKS AND RECREATION - ADMINISTRATION

EXPENDITURE SUMMARY					
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 1,666,162	\$ 251,147	\$ 327,120	\$ 37,512	\$ 288,659
MATERIALS AND SUPPLIES	172,624	8,787	8,787	1,700	10,487
MAINTENANCE	203,575	500	250	-	500
OCCUPANCY	275,741	18,225	12,825	(4,740)	13,485
CONTRACTUAL SERVICES	249,767	86,385	88,885	(32,250)	54,135
OTHER CHARGES	127,063	42,994	47,499	8,050	51,044
CAPITAL OUTLAY	45,188	-	-	3,000	3,000
TRANSFER	85,000	-	78,000	-	-
<b>TOTAL</b>	<b>\$ 2,825,120</b>	<b>\$ 408,038</b>	<b>\$ 563,366</b>	<b>\$ 13,272</b>	<b>\$ 421,310</b>

PERSONNEL SUMMARY			
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
DIRECTOR OF PARKS AND RECREATION	1	1	1
ASSISTANT PARKS AND RECREATION DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
PARKS ATTENDANT	-	-	1
RECREATION MANAGER	1	-	-
RECREATION PROGRAM MANAGER	1	-	-
PARKS SUPERINTENDENT	1	-	-
PARKS FOREMAN	-	-	-
CREW LEADER	4	-	-
MAINTENANCE WORKER	12	-	-
RECREATION SPECIALIST	3	-	-
RECREATION ASSISTANT	4.5	-	-
AQUATIC MANAGER	1	-	-
<b>TOTAL</b>	<b>30.5</b>	<b>3</b>	<b>4</b>

<b>PARKS AND RECREATION - PARK OPERATIONS</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ -	\$ 779,255	\$ 692,305	\$ 46,560	\$ 825,815
MATERIALS AND SUPPLIES	28	73,688	72,193	4,000	77,688
MAINTENANCE	-	78,270	80,500	1,500	79,770
OCCUPANCY	-	42,542	52,660	12,878	55,420
CONTRACTUAL SERVICES	478	183,582	170,882	15,890	199,472
OTHER CHARGES	-	18,655	15,872	150	18,805
CAPITAL OUTLAY	-	-	80,500	-	-
<b>TOTAL</b>	<b>\$ 506</b>	<b>\$ 1,175,992</b>	<b>\$ 1,164,912</b>	<b>\$ 80,978</b>	<b>\$ 1,256,970</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
PARKS SUPERINTENDENT	-	1	1
PARKS FOREMAN	-	1	1
CREW LEADER	-	4	4
MAINTENANCE WORKER	-	11	11
SEASONAL MAINTENANCE WORKER	-	-	0.5
<b>TOTAL</b>	<b>-</b>	<b>17</b>	<b>17.5</b>

**PARKS AND RECREATION - RECREATION CENTER**

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012	FY 2012-2013	FY 2012-2013	BUDGET	FY 2013-2014
	ACTUAL	BUDGET	PROJECTED	ADJUSTMENTS	BUDGET
PERSONNEL SERVICES	\$ -	\$ 351,677	\$ 315,777	\$ 14,769	\$ 366,446
MATERIALS AND SUPPLIES	-	31,200	24,235	(7,150)	24,050
MAINTENANCE	713	41,049	50,000	5,000	46,049
OCCUPANCY	-	158,914	139,200	(13,220)	145,694
CONTRACTUAL SERVICES	-	37,417	44,225	88,720	126,137
OTHER CHARGES	-	3,009	2,696	1,150	4,159
CAPITAL OUTLAY	-	1,500	-	(1,500)	-
<b>TOTAL</b>	<b>\$ 713</b>	<b>\$ 624,766</b>	<b>\$ 576,133</b>	<b>\$ 87,769</b>	<b>\$ 712,535</b>

**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012	FY 2012-2013	FY 2013-2014
	ACTUAL	BUDGET	PROPOSED
RECREATION MANAGER	-	1	1
RECREATION SPECIALIST	-	3	3
ATHLETIC PROGRAM MANAGER	-	1	1
RECREATION ASSISTANT	-	4.5	4.5
<b>TOTAL</b>	<b>0</b>	<b>9.5</b>	<b>9.5</b>

<b>PARKS AND RECREATION - AQUATICS</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ -	\$ 396,542	\$ 378,991	\$ 14,506	\$ 411,048
MATERIALS AND SUPPLIES	-	36,300	36,105	(195)	36,105
MAINTENANCE	-	57,664	63,610	6,000	63,664
OCCUPANCY	-	74,484	77,230	2,900	77,384
CONTRACTUAL SERVICES	-	14,235	14,235	2,875	17,110
OTHER CHARGES	-	2,344	2,539	195	2,539
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 581,569</b>	<b>\$ 572,710</b>	<b>\$ 26,281</b>	<b>\$ 607,850</b>

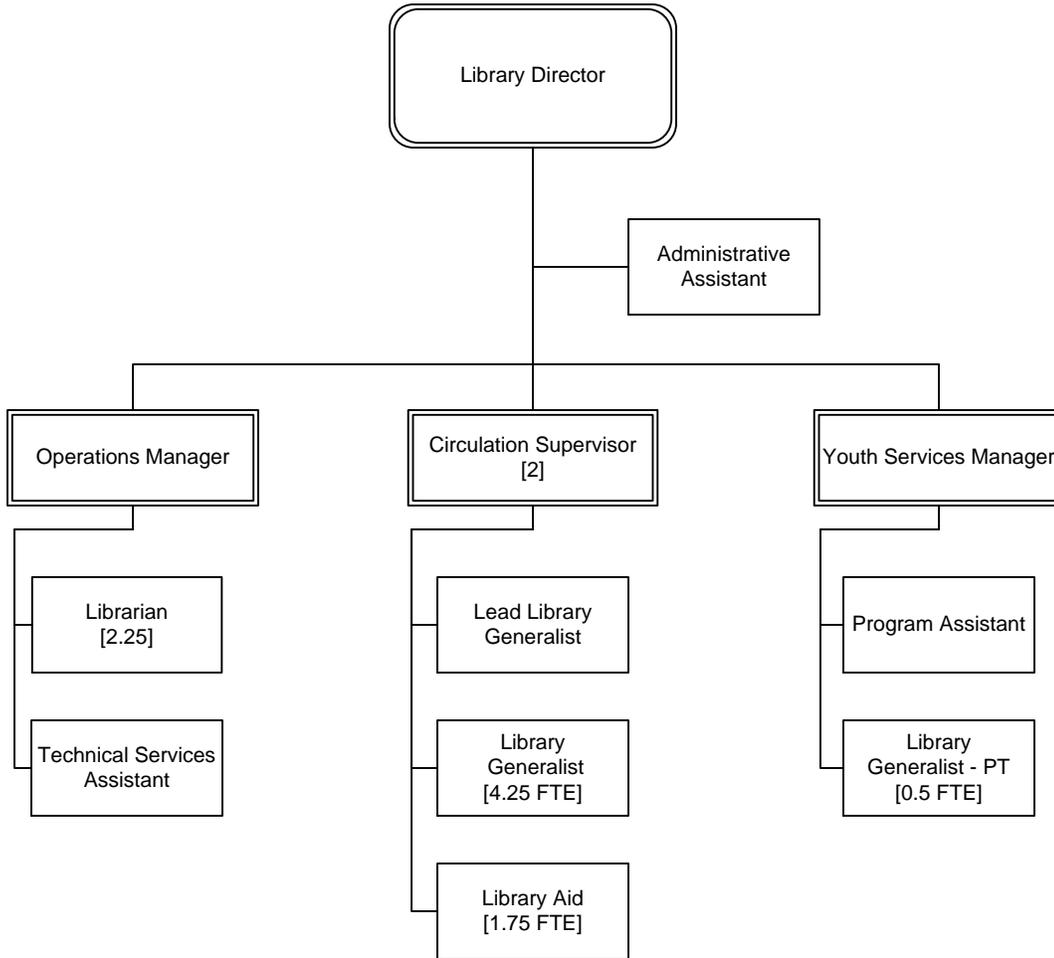
<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
AQUATIC MANAGER	-	1	1
AQUATIC SPECIALIST	-	1	1
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>2</b>

<b>PARKS AND RECREATION - COMMUNITY RECREATION</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ -	\$ 96,659	\$ 88,728	\$ 83,069	\$ 179,728
MATERIALS AND SUPPLIES	-	31,600	-	33,451	65,051
MAINTENANCE	-	500	-	-	500
OCCUPANCY	-	610	-	480	1,090
CONTRACTUAL SERVICES	-	375	-	(94,400)	(94,025)
OTHER CHARGES	-	94,550	-	(4,452)	90,098
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 224,294</b>	<b>\$ 88,728</b>	<b>\$ 18,148</b>	<b>\$ 242,442</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
RECREATION PROGRAM MANAGER	-	1	1
RECREATION ASSISTANT	-	-	1
<b>TOTAL</b>	<b>-</b>	<b>1</b>	<b>2</b>

**LIBRARY**



## 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/Communications:**

Develop comprehensive plan for engaging and communicating with citizens and other stakeholders. The Library will seek funding for an updated Master Plan, to include communications with citizens and other stakeholders.

• **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.

• **Goal #1 Strategic Prioritization/Operational Efficiency**

Assess and support technological efficiencies throughout the City. Library will migrate database for Integrated Library Software to newer server for increased technological efficiency.

• **Goal #1 Strategic Prioritization/Organizational Development**

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 meets quarterly for development and communication meetings which include continuing education, cross-training and development opportunities for library staff, as well as pursuing online training and development opportunities.

• **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**

Facilities Library will expand the colonnade walkway of the Library building to increase usable space and facilitate expansion of shelving for materials. Library will replace HVAC and roof for building repair/maintenance, as well as upgrade camera and paging systems for increased efficiency and security.

• **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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Total Library material usage	687,669	720,000	684,196	675,000
• # of residential cards	9,702	9,400	10,313	10,500
• # of self-check-outs	349,192	390,000	341,372	350,000
• Story time attendance	34,350	35,000	34,963	36,000
• # of reference questions	42,499	44,000	42,809	43,000
• # of volunteer hours	3,412	4,000	2,213	2,250
• # of summer reading program enrollments	4,066	4,000	4,150	4,150
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• % increase in material usage	-5.0%	2.5%	-1.0%	-1.0%
• % of residential cards renewed	57.0%	55.0%	55.0%	55.0%
• % of echeck-outs are self check-outs	51.0%	55.0%	48.0%	48.0%
• % of reference questions completed	82.0%	85.0%	80.0%	80.0%
• % increase in volunteer hours	-3.0%	13.0%	-54.0%	2.0%
• % increase in summer reading program enrollments	5.0%	3.0%	2.0%	0.0%

<b>LIBRARY</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 760,984	\$ 826,074	\$ 773,566	\$ (1,293)	\$ 824,781
MATERIALS AND SUPPLIES	34,808	22,612	25,000	317	22,929
MAINTENANCE	40,506	37,300	47,791	5,000	42,300
OCCUPANCY	56,633	66,388	64,740	(200)	66,188
CONTRACTUAL SERVICES	17,054	60,764	63,164	14,520	75,284
OTHER CHARGES	107,245	120,317	119,629	(117)	120,200
CAPITAL OUTLAY	5,940	-	2,721	-	-
TRANSFERS	29,295	-	77,797	-	-
<b>TOTAL</b>	<b>\$ 1,052,465</b>	<b>\$ 1,133,455</b>	<b>\$ 1,174,408</b>	<b>\$ 18,227</b>	<b>\$ 1,151,682</b>

<b>PERSONNEL SUMMARY</b>			
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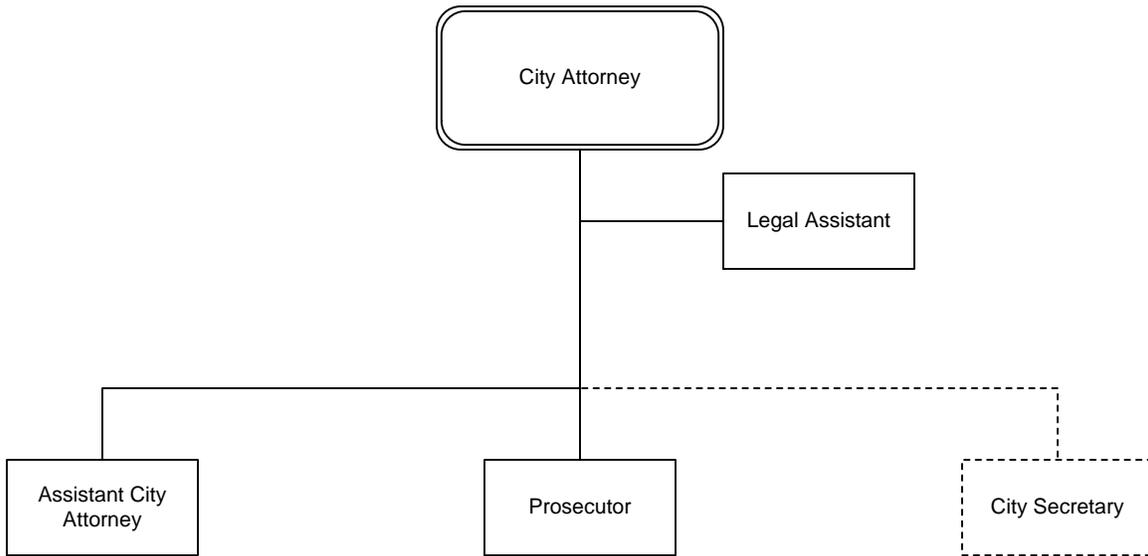
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
LIBRARY DIRECTOR	1	1	1
OPERATIONS MANAGER	1	1	1
CIRCULATION SUPERVISOR	2	2	2
YOUTH SERVICES MANAGER	1	1	1
LIBRARIAN	3	3	3
LEAD LIBRARY GENERALIST	-	1	1
LIBRARY GENERALIST	5	5	5
TECHNICAL SERVICES ASSISTANT	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
LIBRARY AID	1.75	1.75	1.75
<b>TOTAL</b>	<b>16.75</b>	<b>17.75</b>	<b>17.75</b>

**LIBRARY**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$	(1,293)
● Increase for Computer Services (moved from Information Technology)		22,200
● Increase for Armored Car Service		2,400
● Increase for Building Repairs and Maintenance		5,000
● Decrease for VES contributions		(10,080)
<b>Total</b>		<b>\$ 18,227</b>

**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.

<b>LEGAL SERVICES</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Ordinances/Resolutions Reviewed or Prepared	251	280	280	280
• Legal Opinions Given	64	100	96	100
• Contracts/Forms Reviewed or Prepared	79	110	103	110
• Council, Board and Commission Meetings Attended	97	122	122	122
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• % of Ordinances and Resolutions Reviewed/Prepared by the Deadline	100%	100%	100%	100%
• % of Legal Opinions Given by Deadline	91%	100%	95%	100%
• % of Legal Opinions Successfully Challenged	0%	0%	0%	0%
• % of Contract Provisions Successfully Challenged	0%	0%	0%	0%
• % of Contracts/Forms Reviewed by Deadline	67%	100%	75%	100%
• Council, Board, and Commission Meetings Missed	0%	0%	0%	0%

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 391,042	\$ 391,920	\$ 404,819	\$ 11,639	\$ 403,559
MATERIALS AND SUPPLIES	4,620	2,500	2,500	300	2,800
OCCUPANCY	2,355	2,160	2,160	-	2,160
CONTRACTUAL SERVICES	181,493	98,710	173,710	75,500	174,210
OTHER CHARGES	15,495	17,535	17,535	(300)	17,235
<b>TOTAL</b>	<b>\$ 595,005</b>	<b>\$ 512,825</b>	<b>\$ 600,724</b>	<b>\$ 87,139</b>	<b>\$ 599,964</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
CITY ATTORNEY	1	1	1
ASSISTANT CITY ATTORNEY	1	1	2
LEGAL ASSISTANT	1	1	1
PROSECUTOR	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>5</b>

**LEGAL SERVICES**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel Adjustments	\$	11,639
● Increased Legal Fees		75,000
● Increase for VES Contributions		500
<b>Total</b>		<b>\$ 87,139</b>

**EMERGENCY MANAGEMENT**

Emergency Management  
Coordinator

## 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 business; non-profit agencies - Serve outside agencies by coordinating efforts with hopes to gain new 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

**EMERGENCY MANAGEMENT**

**PERFORMANCE INDICATORS**

PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Emergency Management Exercises	3	4	3	4
• Emergency Operations Plan Annexes Developed/Reviewed	10	26	10	10
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• City Staff NIMS Training	75%	100%	40%	100%

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 47,682	\$ 77,480	\$ 84,661	\$ 9,945	\$ 87,425
MATERIALS AND SUPPLIES	5,102	7,500	7,000	-	7,500
MAINTENANCE	748	500	124	-	500
OCCUPANCY	6,331	1,020	1,020	-	1,020
CONTRACTUAL SERVICES	15,017	34,810	34,810	2,500	37,310
OTHER CHARGES	1,098	11,300	9,400	-	11,300
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 75,978</b>	<b>\$ 132,610</b>	<b>\$ 137,015</b>	<b>\$ 12,445</b>	<b>\$ 145,055</b>

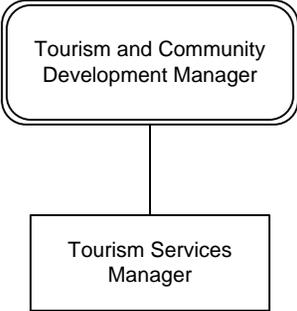
**PERSONNEL SUMMARY**

POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
EMERGENCY MANAGEMENT COORDINATOR	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

• Personnel Adjustments	\$ 9,945
• Increase for VES Contributions	2,500
•	
<b>Total</b>	<b>\$ 12,445</b>

**TOURISM**



## TOURISM

### DEPARTMENTAL MISSION STATEMENT

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 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.

<b>TOURISM</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Database of ten (10) special offers and discounts.	12	12	12	12
• # of media stories relating to Cedar Park travel and tourism activities.	N/A	N/A	3	3
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Fulfill leads generated through marketing and promotions	95%	95%	95%	95%
• Occupancy rate	69%	62%	69%	62%
• Expend at least 14% of hotel tax proceeds on marketing	19%	19%	19%	19%
• Respond to customer inquiries within 24 hours	95%	95%	90%	95%
• Increase responses to marketing materials.	2%	3%	3%	3%

<b>EXPENDITURE SUMMARY</b>					
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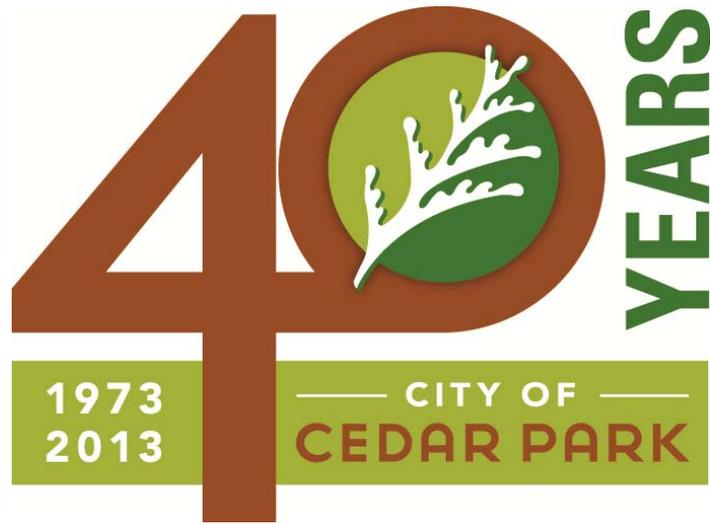
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 86,362	\$ 80,599	\$ 85,147	\$ 4,445	\$ 85,044
MATERIALS AND SUPPLIES	-	1,000	1,000	-	1,000
MAINTENANCE	1,345	1,205	405	-	1,205
OCCUPANCY	2,389	12,420	8,770	(3,500)	8,920
CONTRACTUAL SERVICES	1,374	1,850	1,850	-	1,850
OTHER CHARGES	1,616	50	50	-	50
<b>TOTAL</b>	<b>\$ 93,086</b>	<b>\$ 97,124</b>	<b>\$ 97,222</b>	<b>\$ 945</b>	<b>\$ 98,069</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
TOURISM AND COMMUNITY DEVELOPMENT MANAGER	0.5	0.5	0.5
TOURISM SERVICES MANAGER	1	1	1
<b>TOTAL</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>

<b>2013-2014 SIGNIFICANT BUDGET CHANGES</b>	
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• Personnel Adjustments	\$	4,445
• Reduce electricity		(3,500)
<b>Total</b>	<b>\$</b>	<b>945</b>



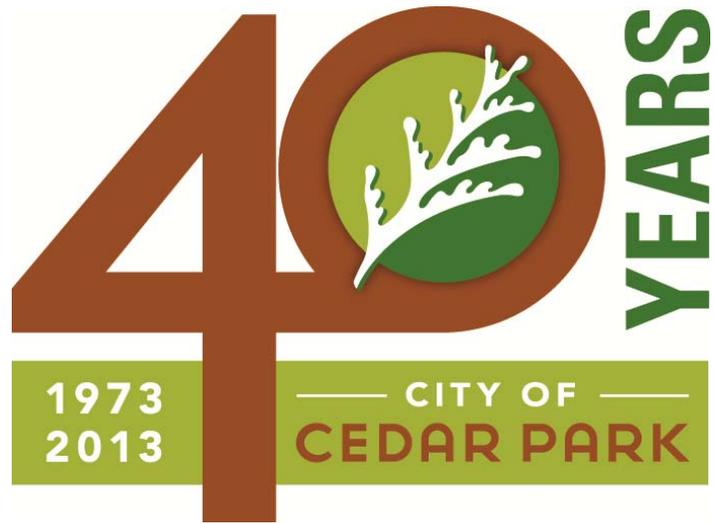
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## ENTERPRISE FUNDS

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 and Solid Waste Fund. 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.

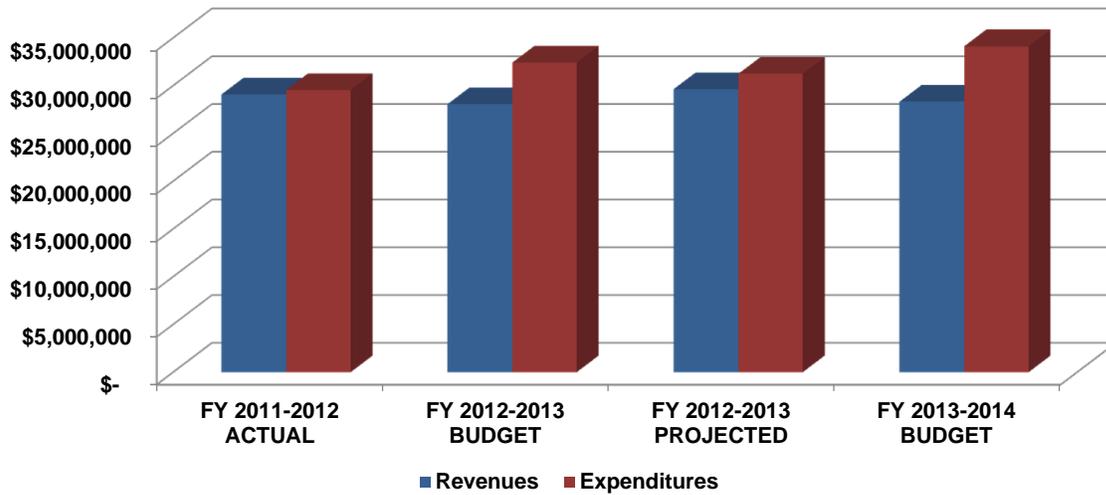


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**UTILITY FUND**

**SUMMARY OF REVENUES AND EXPENDITURES**

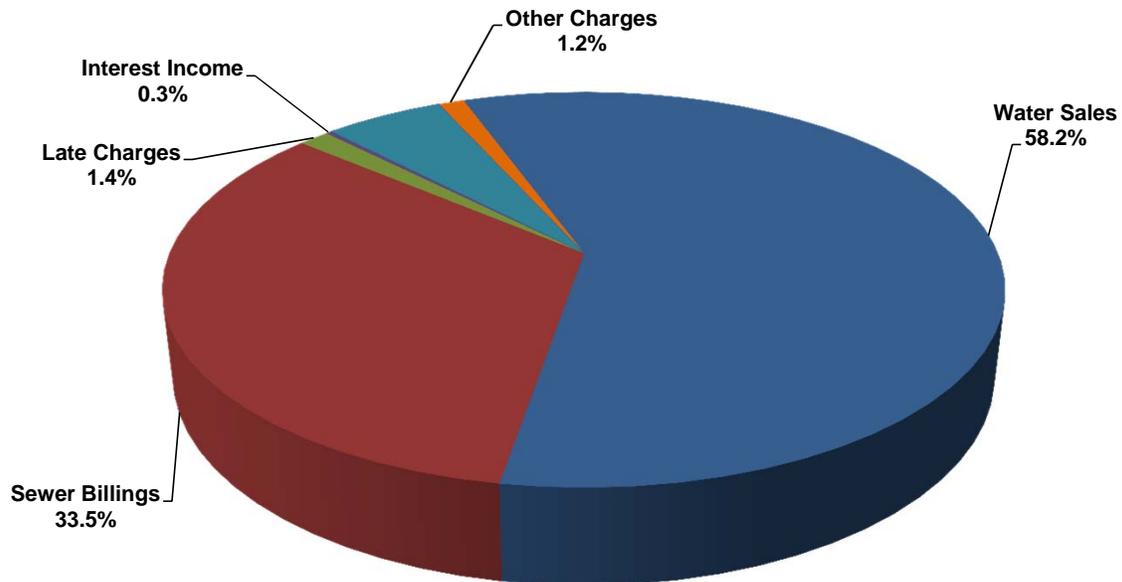
	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET
Total Revenues	\$ 29,087,342	\$ 28,068,262	\$ 29,632,320	\$ 28,319,843
Total Expenditures	29,546,880	32,401,063	31,224,695	34,111,946
<b>Surplus/(Deficit)</b>	<b>\$ (459,538)</b>	<b>\$ (4,332,801)</b>	<b>\$ (1,592,375)</b>	<b>\$ (5,792,103)</b>



**UTILITY FUND**

**REVENUE SUMMARY**

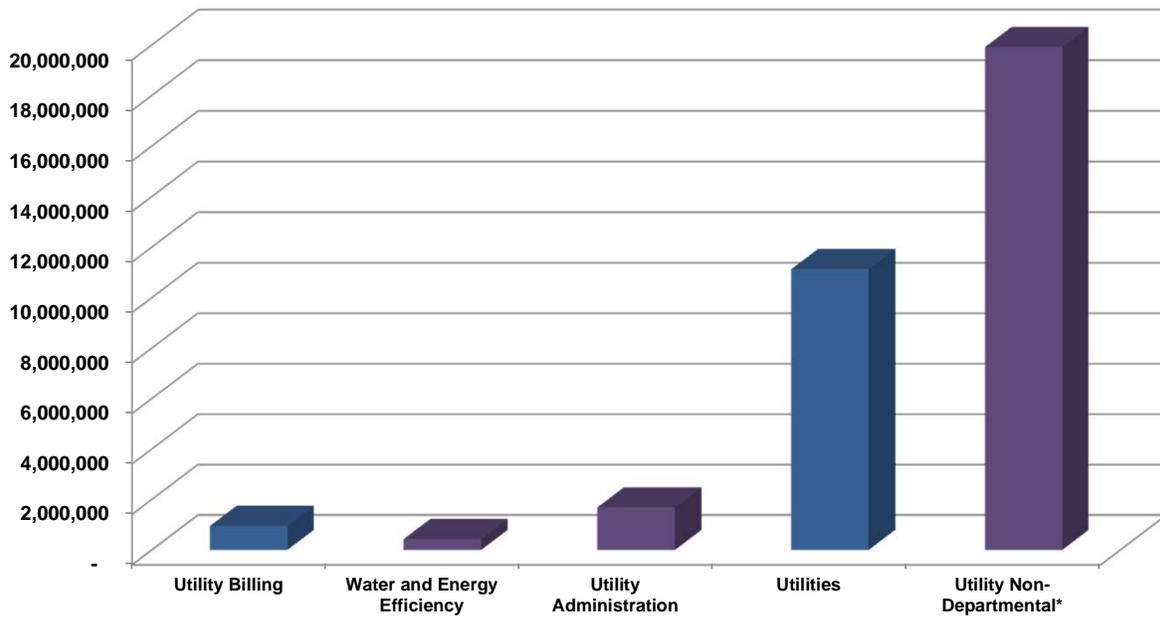
OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Water Sales	\$ 17,902,399	\$ 17,340,120	\$ 17,763,310	\$ 16,488,703	58.2%	-4.9%
Sewer Billings	10,487,795	9,985,711	10,914,761	9,488,831	33.5%	-5.0%
Late Charges	378,603	412,686	393,012	394,864	1.4%	-4.3%
Interest Income	34,554	76,688	183,895	76,688	0.3%	0.0%
Transfer-Impact Fees	-	-	-	1,538,088	5.4%	N/A
Other Charges	283,991	253,057	377,342	332,669	1.2%	31.5%
<b>Total Utility Fund Revenues</b>	<b>\$ 29,087,342</b>	<b>\$ 28,068,262</b>	<b>\$ 29,632,320</b>	<b>\$ 28,319,843</b>	<b>100.0%</b>	<b>0.9%</b>



**UTILITY FUND**

**EXPENDITURES BY DEPARTMENT**

Department	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Utility Billing	\$ 853,729	\$ 895,758	\$ 876,501	\$ 950,780	2.8%	6.1%
Water and Energy Efficiency	-	424,769	354,004	430,436	1.3%	N/A
Utility Administration	1,273,558	1,271,942	1,313,746	1,690,618	5.0%	32.9%
Utilities	9,890,104	10,609,206	9,271,273	11,129,785	32.6%	4.9%
Utility Non-Departmental	17,529,489	19,199,388	19,409,171	19,910,327	58.4%	3.7%
<b>Total Expenditures</b>	<b>\$ 29,546,880</b>	<b>\$ 32,401,063</b>	<b>\$ 31,224,695</b>	<b>\$ 34,111,946</b>	<b>100.0%</b>	<b>5.3%</b>

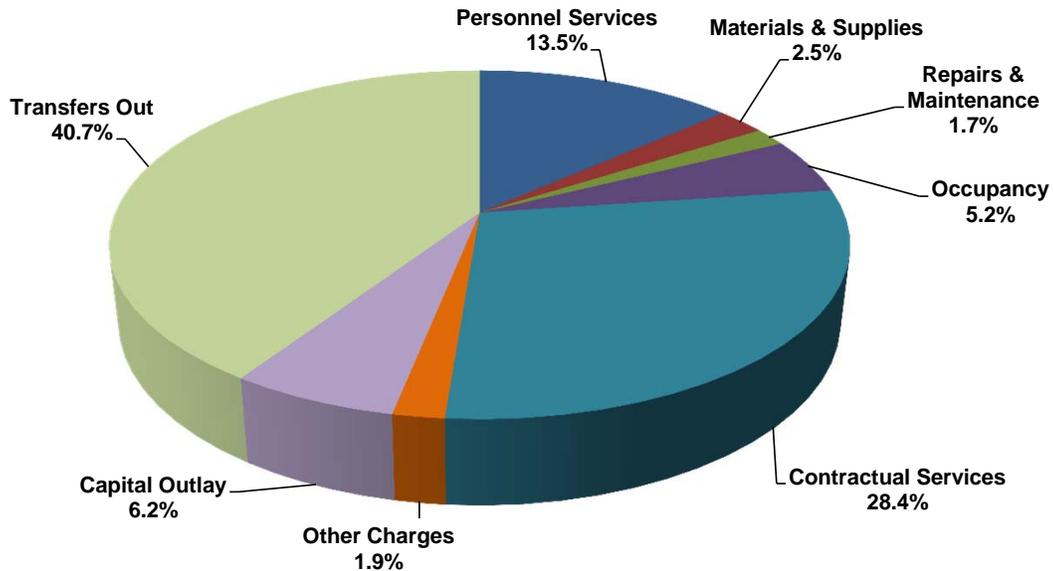


\* - Utility Non-Departmental includes transfers for Debt service and CIP

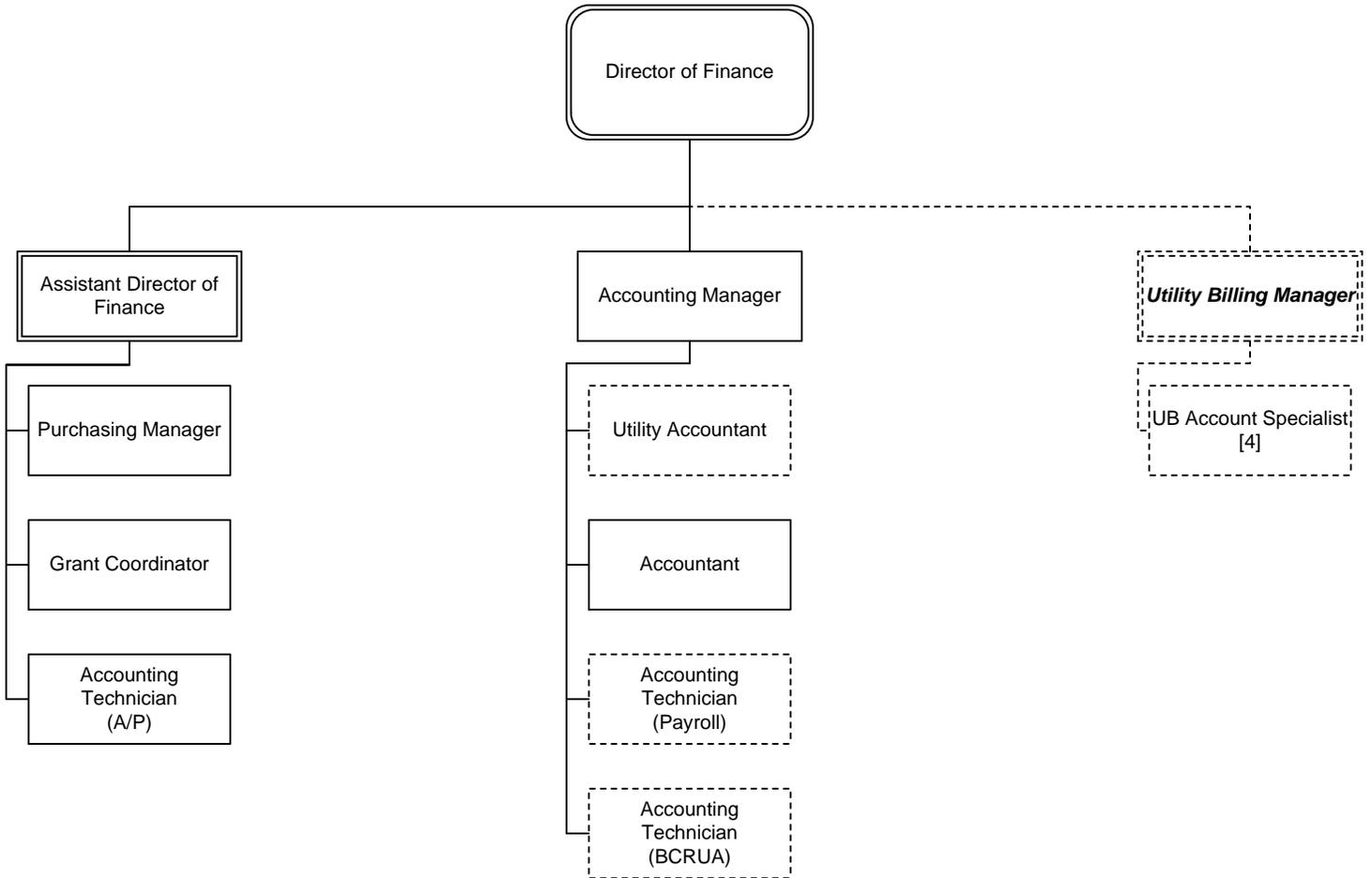
**UTILITY FUND**

**EXPENDITURES BY CATEGORY**

Category	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	FY 2013-2014 BUDGET	% OF BUDGET	% GROWTH FROM 12-13
Personnel Services	\$ 4,066,963	\$ 4,416,759	\$ 4,279,042	\$ 4,597,888	13.5%	4.1%
Materials & Supplies	788,910	839,850	726,167	858,450	2.5%	2.2%
Repairs & Maintenance	1,016,881	527,205	485,609	576,205	1.7%	9.3%
Occupancy	1,672,654	1,754,603	1,701,030	1,759,181	5.2%	0.3%
Contractual Services	7,324,584	9,594,905	9,885,537	9,689,333	28.4%	1.0%
Other Charges	491,047	599,632	599,201	649,087	1.9%	8.2%
Capital Outlay	774,702	1,520,000	400,000	2,113,000	6.2%	39.0%
Transfers Out	13,443,186	13,148,109	13,148,109	13,868,802	40.7%	5.5%
<b>Total Expenditures</b>	<b>\$ 29,578,927</b>	<b>\$ 32,401,063</b>	<b>\$ 31,224,695</b>	<b>\$ 34,111,946</b>	<b>100.0%</b>	<b>5.3%</b>



# 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 and connection counts
- Coordinating the annual Hazardous Household Waste event (HHW)
- Toilet replacement program
- Providing excellent customer service
- Maintain accurate customer and meter database

**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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• # of Residential accounts	19,030	19,800	19,708	20,380
• # of Non-residential accounts	983	1,080	1,075	1,165
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• # of account adjustments needed per 50,000 billings	2.8	2.0	3.0	2.0
• % of accounts disconnected for non-payment	4.90%	4.75%	6.00%	5.00%

**FINANCIAL SERVICES - UTILITY BILLING**

<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ 342,049	\$ 444,118	\$ 404,589	\$ 16,414	\$ 460,532
MATERIALS AND SUPPLIES	4,543	4,500	4,500	-	4,500
MAINTENANCE	-	855	359	-	855
OCCUPANCY	-	3,253	3,861	918	4,171
CONTRACTUAL SERVICES	77,490	109,750	116,190	21,970	131,720
OTHER CHARGES	308,293	333,282	347,002	15,720	349,002
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 732,375</b>	<b>\$ 895,758</b>	<b>\$ 876,501</b>	<b>\$ 55,022</b>	<b>\$ 950,780</b>

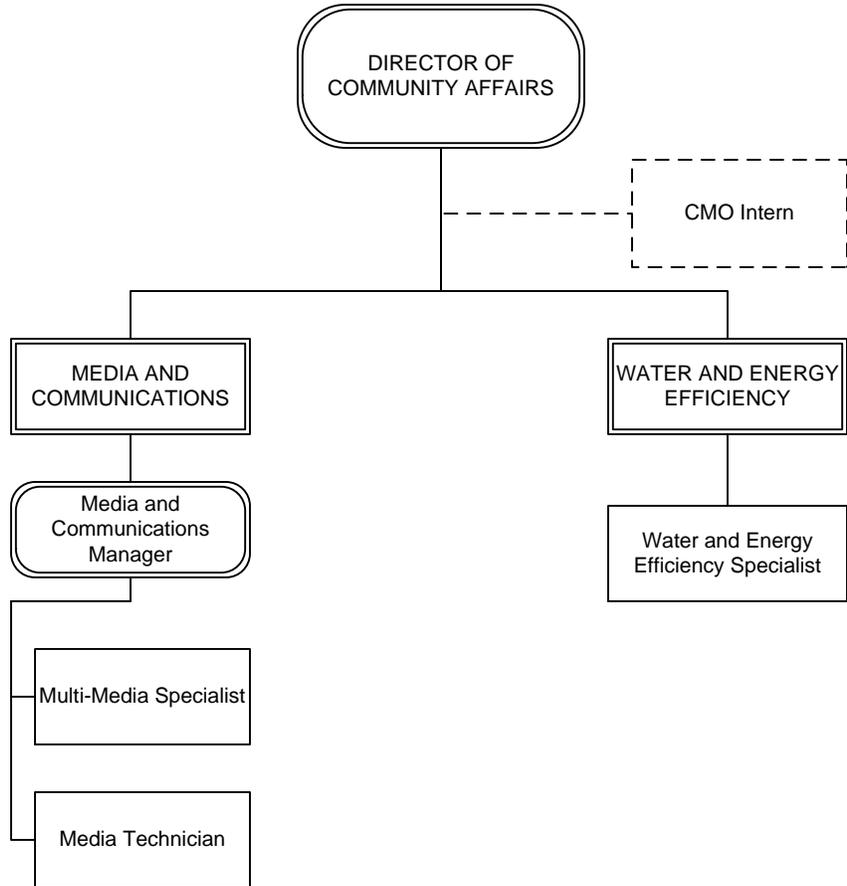
<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
UTILITY BILLING MANAGER	1	1	1
UTILITY ACCOUNTANT	1	1	1
UB ACCOUNTING SPECIALIST	5	5	5
BCRUA ACCOUNTING TECHNICIAN	-	1	1
ACCOUNTING TECHNICIAN	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>9</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel adjustment	\$ 16,414
● Increase for Billing Costs	29,560
● Increase for Computer Services	12,655
● Increase for Occupancy costs	918
● Decrease for VES Contributions	(1,125)
● Remove one-time Credit Card Compliance Contract	(3,400)
<b>Total</b>	<b>\$ 55,022</b>

\* - Utility Billing is a function of the Finance Department and shares the same Departmental Mission Statement and tie to 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 promote 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 including 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• Irrigation audits/evaluations for residential customers.	28	25	20	25
• Presentations/meetings/outreach for customers and schools of Cedar Park.	22	25	20	20
• Development of innovative services/programs to enhance the City's environmental health.	5	1	2	2
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Irrigation audits/evaluations gallons estimated gallons saved annually	1,429,237	25,000	500,000	25,000
• Cubic yards of brush collected annually	120	120	120	120
• Gallons of oil collected annually	385	385	700	385
• Number of auto batteries collected annually	104	104	53	104
• Number of tires collected	223	223	300	223
• Tons of e-waste, bulk waste, and metal (recycled) collected annually	17	17	17	17

### EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ -	\$ 148,594	\$ 148,125	\$ 16,510	\$ 165,104
MATERIALS AND SUPPLIES	-	4,500	2,500	-	4,500
MAINTENANCE	-	1,500	-	-	1,500
OCCUPANCY	-	2,200	2,200	360	2,560
CONTRACTUAL SERVICES	-	184,000	118,929	(44,438)	139,562
OTHER CHARGES	-	83,975	82,250	33,235	117,210
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 424,769</b>	<b>\$ 354,004</b>	<b>\$ 5,667</b>	<b>\$ 430,436</b>

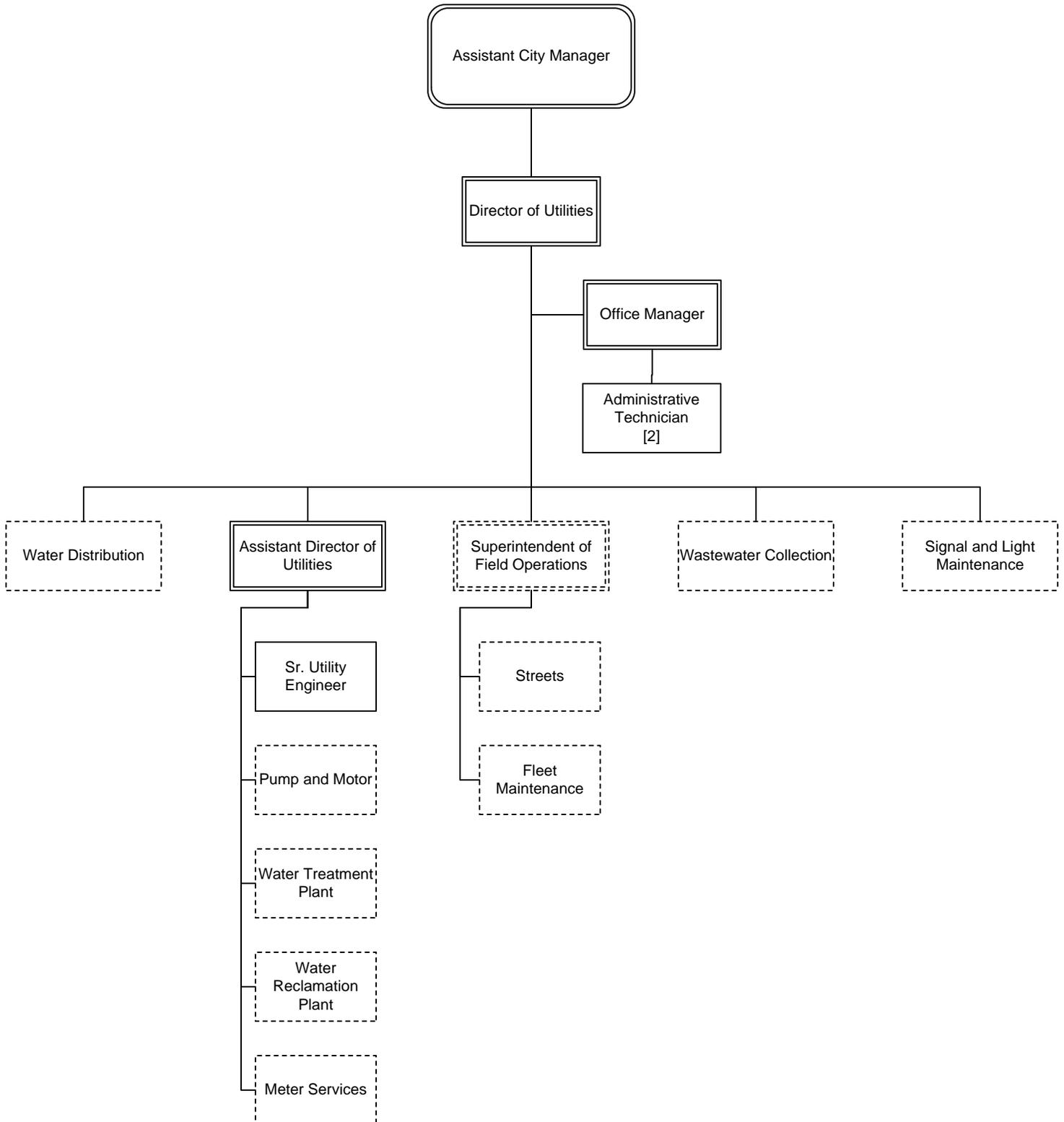
**COMMUNITY AFFAIRS - WATER AND ENERGY EFFICIENCY**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
DIRECTOR OF COMMUNITY AFFAIRS	-	1	1
WATER AND ENERGY EFFICIENCY SPECIALIST	-	1	1
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>2</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel adjustment	\$	16,510
● Increase for VES Contributions		633
● Increase for Professional Licenses		595
● Reallocate HHW Event		33,000
● Reduce contractual services		(45,071)
<b>Total</b>	<b>\$</b>	<b>5,667</b>

# 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

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>● Utility Administration</li> <li>● Utility Engineering</li> <li>● Utility Project Management</li> <li>● Front Desk Services</li> <li>● Secures raw water purchases</li> <li>● Compliance with the TPDES</li> <li>● Represents City in the DOC of the BCRUA</li> <li>● Special Projects</li> </ul> | <ul style="list-style-type: none"> <li>● Supervises the following divisions:               <ul style="list-style-type: none"> <li>- Street Maintenance</li> <li>- Fleet Maintenance</li> <li>- Signal and Streetlight Maintenance</li> <li>- Water Distribution, Meter Services</li> <li>- Water Treatment, Wastewater Collection</li> <li>- Industrial Pre-Treatment, Pump and Motor</li> <li>- Water Plant and Water Reclamation</li> </ul> </li> </ul> |
|---|---|

### 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.

<b>UTILITY ADMINISTRATION</b>
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<b>PERFORMANCE INDICATORS</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• 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
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Average response time to work requests (in hours)	N/A	N/A	24	24

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 663,435	\$ 657,963	\$ 651,340	\$ 21,603	\$ 679,566
MATERIALS AND SUPPLIES	21,183	36,450	16,767	(7,500)	28,950
MAINTENANCE	21,537	50,900	37,900	-	50,900
OCCUPANCY	79,597	121,070	75,070	5,000	126,070
CONTRACTUAL SERVICES	156,190	376,359	514,839	9,573	385,932
OTHER CHARGES	26,530	9,200	17,830	-	9,200
CAPITAL OUTLAY	-	20,000	-	390,000	410,000
<b>TOTAL</b>	<b>\$ 968,472</b>	<b>\$ 1,271,942</b>	<b>\$ 1,313,746</b>	<b>\$ 418,676</b>	<b>\$ 1,690,618</b>

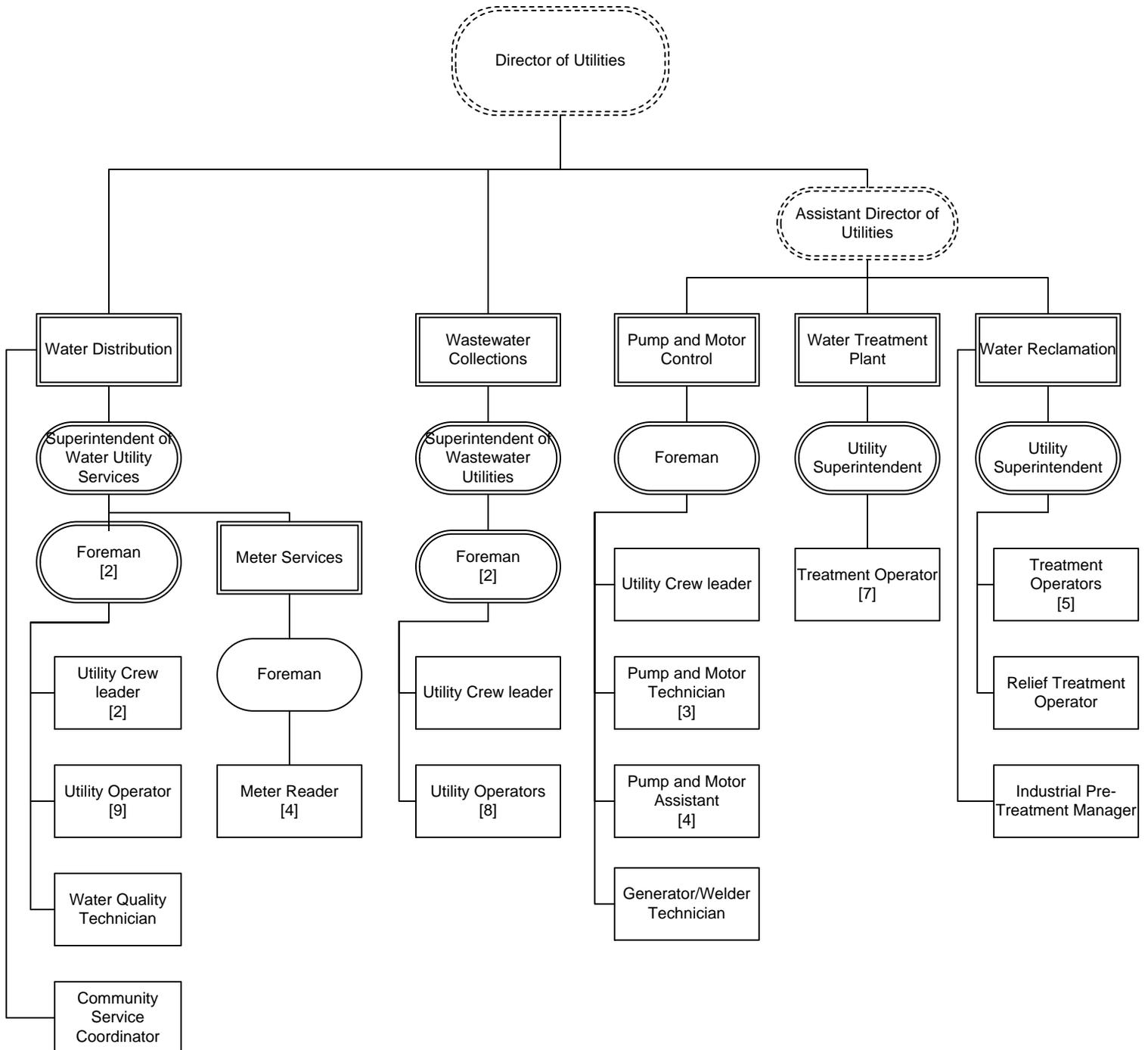
**UTILITY ADMINISTRATION**

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
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	-	-
WATER AND ENERGY EFFICIENCY SPECIALIST	1	-	-
OFFICE MANAGER	1	1	1
ADMINISTRATIVE TECHNICIAN	2	2	2
<b>TOTAL</b>	<b>9</b>	<b>7</b>	<b>7</b>

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel adjustments	\$ 21,603
● Increase for VES Contributions	6,773
● Increase for Janitorial Services	9,500
● Increase for Materials and Equipment Building	390,000
● Increase for CAPCOG Clean Air Coalition - Air Monitoring Fees	2,800
● Remove One-time Purchase of Computer Equipment	(12,000)
<b>Total</b>	<b>\$ 418,676</b>

# UTILITIES



## 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

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Treat and supply drinking water</li> <li>• Treat City's wastewater</li> <li>• Monitor water quality</li> <li>• Monthly meter readings</li> <li>• Locate line requests</li> <li>• Storage Tank Maintenance</li> <li>• Valve Maintenance</li> <li>• Waste Water Odor Control Device Maintenance</li> <li>• Water and Wastewater line maintenance</li> <li>• Waste Water collection and pumping</li> <li>• Pressure Monitoring</li> <li>• Monitor all lift stations in collection system</li> <li>• Install meters and taps for new service accounts</li> <li>• Review site and commercial applications for pre-treatme</li> <li>• Provide cross-connection inspections</li> </ul> | <ul style="list-style-type: none"> <li>• Deliver water throughout distribution system</li> <li>• Repair water &amp; wastewater line breaks</li> <li>• Leak detection</li> <li>• Perform daily testing of water &amp; wastewater</li> <li>• 24 hour on-call emergency response</li> <li>• Booster Station Maintenance</li> <li>• Lift station maintenance</li> <li>• Fire Hydrant Maintenance</li> <li>• Waste Water System Inspection and testing</li> <li>• Provide cross-connection inspections</li> <li>• Test and calibrate all new meters</li> <li>• Test and calibrate all new meters</li> <li>• Meter replacement program</li> <li>• Perform meter cross-checks and re-reads</li> </ul> |
|--|--|

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>WORKLOAD MEASURES</b>				
• # of gallons of water treated (millions of gallons)	4,429	3,752	3,752	4,092
• # of gallons of wastewater treated (millions of gallons)	803	803	803	821
• # of lift stations	18	18	18	18
• # of lift station work orders	993	993	1,000	1,000
• # 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	12	14	12	12
• # of WW mains inspected	456	456	456	456
• # of Automatic Air Release Valve Inspections	400	456	456	456
• # of WW lines cleaned	250	250	280	253
• # of water quality samples	840	840	834	850
• # of utility cut street repairs	72	75	75	75
• # of active water meters	20,346	21,262	21,022	21,502
• Hydraulic Jet Machine Maintenance (HOURS)	2,500	2,500	3,000	3,000

<b>UTILITIES - ALL</b>
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<b>PERFORMANCE INDICATORS - CONTINUED</b>				
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PERFORMANCE MEASURE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
<b>EFFICIENCY &amp; EFFECTIVENESS MEASURES</b>				
• Cost per 1,000 gallons of water treated	0.99	1.25	1.16	1.17
• Cost per 1,000 gallons of wastewater treated	1.56	1.91	1.78	1.99
• % 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	96	97	99.0%	99.9%
• % of new meters that test accurate	96.0%	97.0%	97.0%	97.0%

<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 2,695,746	\$ 3,157,084	\$ 3,067,488	\$ 131,452	\$ 3,288,536
MATERIALS AND SUPPLIES	1,165,807	794,400	702,400	26,100	820,500
MAINTENANCE	426,663	473,950	447,350	49,000	522,950
OCCUPANCY	2,464,211	1,628,080	1,619,899	(1,700)	1,626,380
CONTRACTUAL SERVICES	3,087,369	2,889,517	2,882,017	112,227	3,001,744
OTHER CHARGES	770,647	166,175	152,119	500	166,675
CAPITAL OUTLAY	-	1,500,000	400,000	203,000	1,703,000
<b>TOTAL</b>	<b>\$ 10,610,443</b>	<b>\$ 10,609,206</b>	<b>\$ 9,271,273</b>	<b>\$ 520,579</b>	<b>\$ 11,129,785</b>

<b>UTILITIES - ALL</b>
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<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
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
<b>TOTAL</b>	<b>58</b>	<b>60</b>	<b>60</b>

**UTILITIES - ALL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Personnel adjustments	\$ 131,452
● Increase for Damage Prevention/Utility Location Equipment	78,000
● Increase for Wood Chipper	75,000
● Increase for Sewer Inspectio Camera	50,000
● Increase for Water Purchases	45,000
● Increase for Contract Labor	43,100
● Increase for Equipment Repairs	42,800
● Increase for Trench Safety Equipment	30,000
● Increase for Janitorial	9,500
● Increase for Contract Hauling	8,000
● Increase for VES Contributions	3,927
● Increase for Materials and Supplies	3,800
<b>Total</b>	<b>\$ 520,579</b>

<b>UTILITIES - PUMP AND MOTOR CONTROL</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 423,197	\$ 524,765	\$ 550,278	\$ 50,499	\$ 575,264
MATERIALS AND SUPPLIES	29,964	38,800	38,800	1,000	39,800
MAINTENANCE	5,185	11,400	10,400	(1,000)	10,400
OCCUPANCY	3,244	3,000	3,000	-	3,000
CONTRACTUAL SERVICES	35,388	60,346	60,346	12,764	73,110
OTHER CHARGES	16,006	26,200	23,666	-	26,200
CAPITAL OUTLAY	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 512,984</b>	<b>\$ 664,511</b>	<b>\$ 686,490</b>	<b>\$ 63,263</b>	<b>\$ 727,774</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 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
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>10</b>

<b>UTILITIES - WATER DISTRIBUTION</b>
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<b>EXPENDITURE SUMMARY</b>					
<b>OBJECT CATEGORIES</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
PERSONNEL SERVICES	\$ 749,493	\$ 856,043	\$ 839,996	\$ 29,055	\$ 885,098
MATERIALS AND SUPPLIES	465,741	163,850	132,950	9,600	173,450
MAINTENANCE	98,263	25,100	28,100	10,000	35,100
OCCUPANCY	231,049	252,000	248,000	4,000	256,000
CONTRACTUAL SERVICES	109,689	131,880	131,880	(6,620)	125,260
OTHER CHARGES	664,961	26,900	26,200	-	26,900
CAPITAL OUTLAY	-	400,000	-	78,000	478,000
<b>TOTAL</b>	<b>\$ 2,319,196</b>	<b>\$ 1,855,773</b>	<b>\$ 1,407,126</b>	<b>\$ 124,035</b>	<b>\$ 1,979,808</b>

<b>PERSONNEL SUMMARY</b>			
<b>POSITIONS</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2013-2014 PROPOSED</b>
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
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>

<b>UTILITIES - WASTEWATER COLLECTION</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 467,342	\$ 681,217	\$ 585,507	\$ 7,017	\$ 688,234
MATERIALS AND SUPPLIES	68,890	63,000	59,650	30,200	93,200
MAINTENANCE	67,969	90,200	71,250	30,000	120,200
OCCUPANCY	126,522	159,200	161,500	-	159,200
CONTRACTUAL SERVICES	64,224	152,972	155,472	4,520	157,492
OTHER CHARGES	17,549	22,600	18,400	-	22,600
CAPITAL OUTLAY	-	300,000	-	125,000	425,000
<b>TOTAL</b>	<b>\$ 812,496</b>	<b>\$ 1,469,189</b>	<b>\$ 1,051,779</b>	<b>\$ 196,737</b>	<b>\$ 1,665,926</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 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
<b>TOTAL</b>	<b>10</b>	<b>12</b>	<b>12</b>

<b>UTILITIES - WATER TREATMENT PLANT</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 437,048	\$ 458,586	\$ 418,273	\$ (17,583)	\$ 441,003
MATERIALS AND SUPPLIES	345,248	282,200	226,700	(20,000)	262,200
MAINTENANCE	107,982	160,750	160,750	10,000	170,750
OCCUPANCY	1,166,118	1,006,215	1,006,215	-	1,006,215
CONTRACTUAL SERVICES	2,583,201	2,237,143	2,227,143	45,258	2,282,401
OTHER CHARGES	43,077	54,500	54,227	500	55,000
CAPITAL OUTLAY	-	500,000	250,000	-	500,000
<b>TOTAL</b>	<b>\$ 4,682,674</b>	<b>\$ 4,699,394</b>	<b>\$ 4,343,308</b>	<b>\$ 18,175</b>	<b>\$ 4,717,569</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
UTILITY SUPERINTENDENT	1	1	1
SENIOR TREATMENT OPERATOR	1	1	1
TREATMENT OPERATOR	6	6	6
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>

<b>UTILITIES - METER SERVICES</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 143,140	\$ 197,804	\$ 182,860	\$ 2,740	\$ 200,544
MATERIALS AND SUPPLIES	27,387	30,050	27,800	3,800	33,850
MAINTENANCE	88,313	116,400	106,750	-	116,400
OCCUPANCY	884	900	900	-	900
CONTRACTUAL SERVICES	25,100	25,100	25,100	(3,950)	21,150
OTHER CHARGES	12,002	12,625	10,201	-	12,625
<b>TOTAL</b>	<b>\$ 296,826</b>	<b>\$ 382,879</b>	<b>\$ 353,611</b>	<b>\$ 2,590</b>	<b>\$ 385,469</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
METER SERVICES FOREMAN	1	1	1
METER READER	4	4	4
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>UTILITIES - WATER RECLAMATION</b>
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<b>EXPENDITURE SUMMARY</b>					
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OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
PERSONNEL SERVICES	\$ 475,526	\$ 438,669	\$ 490,574	\$ 59,724	\$ 498,393
MATERIALS AND SUPPLIES	228,577	216,500	216,500	1,500	218,000
MAINTENANCE	58,951	70,100	70,100	-	70,100
OCCUPANCY	936,394	206,765	200,284	(5,700)	201,065
CONTRACTUAL SERVICES	269,767	282,076	282,076	60,255	342,331
OTHER CHARGES	17,052	23,350	19,425	-	23,350
CAPITAL OUTLAY	-	300,000	150,000	-	300,000
<b>TOTAL</b>	<b>\$ 1,986,267</b>	<b>\$ 1,537,460</b>	<b>\$ 1,428,959</b>	<b>\$ 115,779</b>	<b>\$ 1,653,239</b>

<b>PERSONNEL SUMMARY</b>			
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POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
UTILITY SUPERINTENDENT	1	1	1
INDUSTRIAL PRE-TREATMENT MANAGER	1	1	1
TREATMENT OPERATOR	5	5	5
RELIEF TREATMENT OPERATOR	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>

**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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 ESTIMATE	FY 2013-2014 GOAL
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- N/A

**EXPENDITURE SUMMARY**

OBJECT CATEGORIES	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
	PERSONNEL SERVICES	\$ -	\$ 9,000	\$ 7,500	\$ (4,850)
CONTRACTUAL SERVICES	2,850,566	6,035,279	6,253,562	(4,904)	6,030,375
OTHER CHARGES	-	7,000	-	-	7,000
CONTINGENCY	-	-	-	-	-
TRANSFERS	16,251,609	13,148,109	13,148,109	720,693	13,868,802
<b>TOTAL</b>	<b>\$ 19,102,175</b>	<b>\$ 19,199,388</b>	<b>\$ 19,409,171</b>	<b>\$ 710,939</b>	<b>\$ 19,910,327</b>

**PERSONNEL SUMMARY**

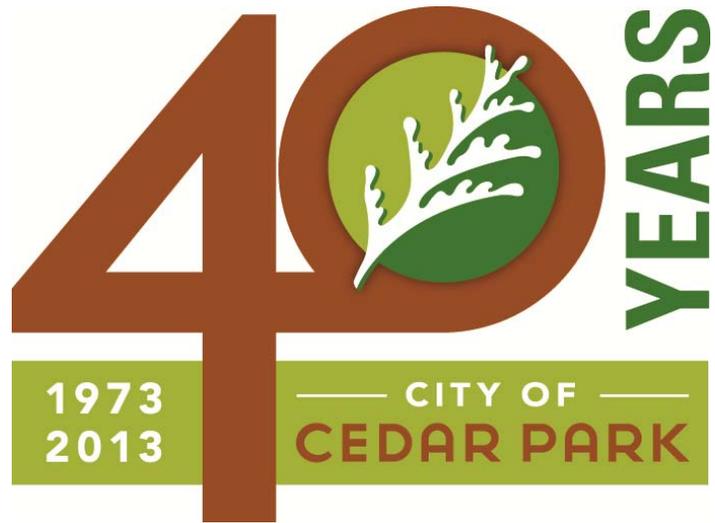
POSITIONS	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2013-2014 PROPOSED
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N/A

**UTILITY NON-DEPARTMENTAL**

**2013-2014 SIGNIFICANT BUDGET CHANGES**

● Decrease in retiree insurance and worker's compensation	\$ (4,850)
● Increase for BCRUA O&M and Debt Service Costs	139,367
● Increase for Capital Transfers	885,000
● Decrease for BCRWWS Debt Service	(5,200)
● Decrease for Contract Services	(8,760)
● Decrease for LCRA Stand-by Fee	(21,700)
● Decrease for Interim Water Purchases	(50,000)
● Decrease for Debt Service Transfer	(119,576)
● Decrease for PILOT, Franchise Transfer, and Administrative Transfer	(103,342)
<b>Total</b>	<b>\$ 710,939</b>



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## SOLID WASTE FUND

### DESCRIPTION

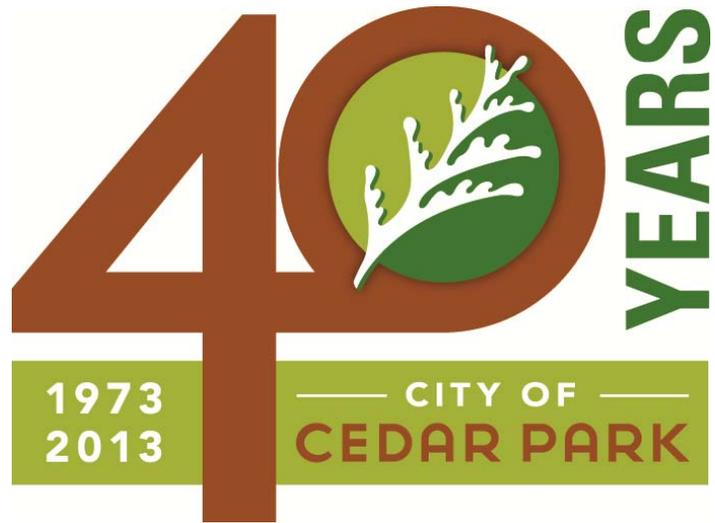
The Solid Waste fund is an enterprise fund established to fund a contracted solid waste and recycling provider for utility customers. It is intended to be self-supporting and collects revenue through utility bills to cover the cost of operations and debt related to solid waste.

REVENUE					
REVENUE	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
SOLID WASTE BILLING	\$ 2,851,198	\$ 2,999,265	\$ 3,175,969	\$ 200,121	\$ 3,199,386
GARBAGE CART REIMBURSEMENT	213,988	198,064	228,895	30,831	228,895
EXTRA GARBAGE CART FEE	13,754	10,000	12,592	2,592	12,592
INTEREST INCOME	1,685	750	750	-	750
OTHER REVENUE	37,957	-	7,500	-	-
<b>TOTAL REVENUE</b>	<b>\$ 3,118,582</b>	<b>\$ 3,208,079</b>	<b>\$ 3,425,706</b>	<b>\$ 233,545</b>	<b>\$ 3,441,624</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
SMALL TOOLS & EQUIPMENT	157,417	100,000	100,000	-	100,000
<b>MATERIALS AND SUPPLIES</b>	<b>\$ 157,417</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>
GARBAGE COLLECTION SERVICES	2,816,549	2,811,603	3,167,631	371,866	3,183,469
CONTRACT SERVICES	-	-	-	-	-
<b>CONTRACT SERVICES</b>	<b>\$ 2,816,549</b>	<b>\$ 2,811,603</b>	<b>\$ 3,167,631</b>	<b>\$ 371,866</b>	<b>\$ 3,183,469</b>
TRANSFER TO DEBT SERVICE	170,048	173,900	173,900	2,536	176,436
<b>TRANSFERS</b>	<b>\$ 170,048</b>	<b>\$ 173,900</b>	<b>\$ 173,900</b>	<b>\$ 2,536</b>	<b>\$ 176,436</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,144,014</b>	<b>\$ 3,085,503</b>	<b>\$ 3,441,531</b>	<b>\$ 374,402</b>	<b>\$ 3,459,905</b>

**SOLID WASTE FUND**

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 448,467
FY 2012-2013 PROJ. REVENUES	\$ 3,425,706
FY 2012-2013 PROJ. EXPENDITURES	3,441,531
FY 2012-2013 CHANGE IN FUND BALANCE	(15,824)
PROJ. FUND BALANCE - 9/30/2013	\$ 432,643
FY 2013-2014 ADOPTED REVENUES	\$ 3,441,624
FY 2013-2014 ADOPTED EXPENDITURES	3,459,905
FY 2013-2014 CHANGE IN FUND BALANCE	(18,281)
PROJ. FUND BALANCE 9/30/2014	\$ 414,361



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## **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.

## SPECIAL REVENUE FUNDS DEDICATED USES

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.



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<b>SPECIAL REVENUE FUND SUMMARY</b>
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REVENUE					
FUND	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
GRANT RESTRICTED FUNDS	\$ 366,808	\$ 268,869	\$ 274,755	\$ (5,756)	\$ 270,040
MUNICIPAL COURT FUND	107,786	105,650	99,327	358	106,008
PUBLIC ARTS PROGRAM	35,717	40,150	40,200	7,525	47,675
RECREATION AND PARK PROGRAMS	28,265	-	-	-	-
TOURISM BOARD/OCCUPANCY TAX	429,200	403,200	528,000	75,000	478,200
CPTV 10 / CABLE FUND	105,062	97,339	97,156	-	97,339
TAX INCREMENT REINVESTMENT ZONE	483,961	445,148	441,616	14,582	459,730
LAW ENFORCEMENT	49,136	100	12,438	20	120
ECONOMIC DEVELOPMENT (4A)	3,955,977	3,860,060	4,167,500	475,458	4,335,517
COMMUNITY DEVELOPMENT (4B)	3,979,071	3,860,356	4,167,796	475,457	4,335,813
<b>TOTAL REVENUE</b>	<b>\$ 9,540,983</b>	<b>\$ 9,080,872</b>	<b>\$ 9,828,788</b>	<b>\$ 1,042,644</b>	<b>\$ 10,130,442</b>

EXPENDITURES					
FUND	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
GRANT RESTRICTED FUNDS	\$ 354,138	\$ 266,792	\$ 251,243	\$ (24,634)	\$ 274,290
MUNICIPAL COURT FUND	92,658	295,185	106,975	(189,373)	105,812
PUBLIC ARTS PROGRAM	75,665	63,914	-	56,897	120,811
RECREATION AND PARK PROGRAMS	23,450	-	-	-	-
TOURISM BOARD/OCCUPANCY TAX	408,537	403,200	367,075	75,000	478,200
CPTV 10 / CABLE FUND	41,026	97,339	16,167	(17,881)	79,458
TAX INCREMENT REINVESTMENT ZONE	475,654	484,961	532,592	(44,095)	440,866
LAW ENFORCEMENT	17,959	41,121	28,862	(11,121)	30,000
ECONOMIC DEVELOPMENT (4A)	4,324,050	4,241,679	4,210,189	93,837	4,335,516
COMMUNITY DEVELOPMENT (4B)	2,583,768	3,857,867	3,032,676	1,315,570	5,173,437
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,396,905</b>	<b>\$ 9,752,057</b>	<b>\$ 8,545,778</b>	<b>\$ 1,254,200</b>	<b>\$ 11,038,389</b>

<b>GRANT/RESTRICTED FUND</b>
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<b>DESCRIPTION</b>
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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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
<b>PUBLIC SAFETY</b>					
GRANTS - POLICE	\$ 175,436	\$ 160,833	\$ 164,731	\$ (500)	\$ 160,334
GRANT - STEP	\$ 59,157	\$ 66,367	\$ 66,367	\$ 6,917	\$ 73,284
GRANT - POLICE JAG	53,599	38,275	38,275	(21,924)	16,351
GRANT-VICTIMS' ASSISTANCE	36,610	45,576	45,576	2,822	48,398
GRANT-PD OTHER	20,132	6,615	6,615	-	22,300
CHILD SAFETY FEES	5,938	4,000	7,898	(4,000)	-
DONATIONS - POLICE	-	-	-	-	-
GRANTS - FIRE	22,548	1,725	1,725	4,260	5,985
DONATIONS-FIRE PROTECTION	800	135	135	(135)	-
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 198,784</b>	<b>\$ 162,693</b>	<b>\$ 166,591</b>	<b>\$ (12,560)</b>	<b>\$ 166,319</b>
<b>CULTURE AND RECREATION</b>					
PARKS GOLF BENEFIT FEES	10,565	13,500	13,500	(13,500)	-
GRANT - PARKS	-	-	-	-	-
DONATIONS-PARKS	-	1,675	1,675	(1,675)	-
GRANT - LIBRARY	2,250	12,889	12,889	-	3,630
LIBRARY - DONATIONS - OTHER	1,050	9,500	9,500	(9,500)	-
<b>TOTAL CULTURE AND RECREATION</b>	<b>\$ 31,604</b>	<b>\$ 37,564</b>	<b>\$ 39,702</b>	<b>\$ (24,675)</b>	<b>\$ 3,630</b>
<b>OTHER REVENUE</b>					
INTEREST INCOME	507	650	500	(650)	-
GRANT-CAPCOG SOLID WASTE	-	33,500	33,500	(33,500)	-
GRANT - PROPANE FUELING	89,240	-	-	-	-
GRANT - GREEN BAGS	2,000	-	-	-	-
OTHER	44,673	34,462	34,462	65,629	100,091
<b>TOTAL OTHER REVENUE</b>	<b>\$ 136,420</b>	<b>\$ 68,612</b>	<b>\$ 68,462</b>	<b>\$ 31,479</b>	<b>\$ 100,091</b>
<b>TOTAL REVENUE</b>	<b>\$ 366,808</b>	<b>\$ 268,869</b>	<b>\$ 274,755</b>	<b>\$ (5,756)</b>	<b>\$ 270,040</b>

<b>GRANT/RESTRICTED FUND</b>
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EXPENDITURES					
CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
<b>PUBLIC SAFETY</b>					
POLICE GRANT	169,498	160,833	156,833	3,500	-
GRANT - STEP	59,157	66,367	66,367	10,917	77,284
GRANT - POLICE JAG	53,599	38,275	38,275	(21,924)	16,351
GRANT-VICTIMS' ASSISTANCE	36,610	45,576	45,576	2,822	48,398
GRANT-PD OTHER	20,132	6,615	6,615	15,685	22,300
CHILD SAFETY FEES	-	4,000	-	(4,000)	-
DONATIONS - POLICE	-	-	-	-	-
FIRE GRANT	22,548	1,725	1,725	4,260	5,985
DONATIONS-FIRE	800	135	135	(135)	-
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 192,846</b>	<b>\$ 162,693</b>	<b>\$ 158,693</b>	<b>\$ 7,625</b>	<b>\$ 170,319</b>
<b>CULTURE AND RECREATION</b>					
PARKS GOLF BENEFIT FEES	320	13,500	-	(13,500)	-
GRANT - PARKS	-	-	-	-	-
DONATIONS-PARKS	4,048	-	-	-	-
LIBRARY GRANT	2,250	12,889	12,889	(9,259)	3,630
LIBRARY - DONATIONS - OTHER	3,744	9,500	9,500	(9,500)	-
HISTORICAL COMMISSION	-	-	-	-	-
<b>TOTAL CULTURE AND RECREATION</b>	<b>\$ 25,379</b>	<b>\$ 36,139</b>	<b>\$ 24,590</b>	<b>\$ (32,259)</b>	<b>\$ 3,880</b>
<b>OTHER</b>					
GRANT-CAPCOG SOLID WASTE	-	33,500	33,500	(33,500)	-
GRANT-TRAFFIC SIGNAL SYNC	-	-	-	-	-
GRANT - ENERGY EFFICIENCY	-	-	-	-	-
GRANT - PROPANE FUELING	89,240	-	-	-	-
GRANT - GREEN BAGS	2,000	-	-	-	-
OTHER	44,673	34,459	34,459	65,632	100,091
<b>TOTAL OTHER</b>	<b>\$ 135,913</b>	<b>\$ 67,959</b>	<b>\$ 67,959</b>	<b>\$ -</b>	<b>\$ 100,091</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 354,138</b>	<b>\$ 266,792</b>	<b>\$ 251,243</b>	<b>\$ (24,634)</b>	<b>\$ 274,290</b>

**GRANT/RESTRICTED FUND**

<b>FUND BALANCE SUMMARY</b>	
FUND BALANCE - 9/30/2012	\$ 546,595
<hr/>	
FY 2012-2013 PROJ. REVENUES	\$ 274,755
FY 2012-2013 PROJ. EXPENDITURES	251,243
FY 2012-2013 CHANGE IN FUND BALANCE	23,513
PROJ. FUND BALANCE - 9/30/2013	\$ 570,108
<hr/>	
FY 2013-2014 ADOPTED REVENUES	\$ 270,040
FY 2013-2014 ADOPTED EXPENDITURES	274,290
FY 2013-2014 CHANGE IN FUND BALANCE	(4,250)
PROJ. FUND BALANCE 9/30/2014	\$ 565,858

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
SECURITY FEES	\$ 27,210	27,500	\$ 24,406	\$ (2,305)	\$ 25,195
TECHNOLOGY FEES	35,685	32,500	32,332	963	33,463
JUVENILE CASE MANAGER FEE	44,028	45,000	41,328	839	45,839
TEEN COURT FEES	-	-	761	861	861
INTEREST	863	650	500	-	650
<b>TOTAL REVENUE</b>	<b>\$ 107,786</b>	<b>\$ 105,650</b>	<b>\$ 99,327</b>	<b>\$ 358</b>	<b>\$ 106,008</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
<b>COURT SECURITY</b>					
PERSONNEL	18,071	19,317	19,317	-	19,317
OTHER CHARGES	4,683	97,805	5,000	(91,930)	5,875
<b>TOTAL COURT SECURITY</b>	<b>\$ 22,754</b>	<b>\$ 117,122</b>	<b>\$ 24,317</b>	<b>\$ (91,930)</b>	<b>\$ 25,192</b>
<b>COURT TECHNOLOGY</b>					
OTHER CHARGES	42,427	148,063	52,658	(102,443)	45,620
<b>TOTAL COURT TECHNOLOGY</b>	<b>\$ 42,427</b>	<b>\$ 148,063</b>	<b>\$ 52,658</b>	<b>\$ (102,443)</b>	<b>\$ 45,620</b>
<b>JUVENILE CASE MANAGER</b>					
PERSONNEL	27,143	30,000	30,000	5,000	35,000
<b>TOTAL JUVENILE CASE MANAGER</b>	<b>\$ 27,143</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 5,000</b>	<b>\$ 35,000</b>
<b>TEEN COURT</b>					
OTHER CHARGES	334	-	-	-	-
<b>TOTAL TEEN COURT</b>	<b>\$ 334</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 92,658</b>	<b>\$ 295,185</b>	<b>\$ 106,975</b>	<b>\$ (189,373)</b>	<b>\$ 105,812</b>

**MUNICIPAL COURT FUND**

<b>FUND BALANCE SUMMARY</b>	
FUND BALANCE - 9/30/2012	\$ 336,247
<hr/>	
FY 2012-2013 PROJ. REVENUES	\$ 99,327
FY 2012-2013 PROJ. EXPENDITURES	106,975
FY 2012-2013 CHANGE IN FUND BALANCE	(7,648)
PROJ. FUND BALANCE - 9/30/2013	\$ 328,600
<hr/>	
FY 2013-2014 ADOPTED REVENUES	\$ 106,008
FY 2013-2014 ADOPTED EXPENDITURES	105,812
FY 2013-2014 CHANGE IN FUND BALANCE	196
PROJ. FUND BALANCE 9/30/2014	\$ 328,796

<b>PUBLIC ARTS FUND</b>
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<b>DESCRIPTION</b>
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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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
INTEREST INCOME	\$ (29)	\$ 50	\$ 75	\$ 25	\$ 75
DONATIONS	35,746	40,100	40,125	7,500	47,600
<b>TOTAL REVENUE</b>	<b>\$ 35,717</b>	<b>\$ 40,150</b>	<b>\$ 40,200</b>	<b>\$ 7,525</b>	<b>\$ 47,675</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
CONTRACT SERVICES	75,335	63,914	-	56,897	120,811
<b>CONTRACT SERVICES</b>	<b>\$ 75,335</b>	<b>\$ 63,914</b>	<b>\$ -</b>	<b>\$ 56,897</b>	<b>\$ 120,811</b>
COMMUNITY PROGRAMS	330	-	-	-	-
<b>OTHER CHARGES</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 75,665</b>	<b>\$ 63,914</b>	<b>\$ -</b>	<b>\$ 56,897</b>	<b>\$ 120,811</b>

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 32,936
FY 2012-2013 PROJ. REVENUES	\$ 40,200
FY 2012-2013 PROJ. EXPENDITURES	-
FY 2012-2013 CHANGE IN FUND BALANCE	40,200
PROJ. FUND BALANCE - 9/30/2013	\$ 73,136
FY 2013-2014 ADOPTED REVENUES	\$ 47,675
FY 2013-2014 ADOPTED EXPENDITURES	120,811
FY 2013-2014 CHANGE IN FUND BALANCE	(73,136)
PROJ. FUND BALANCE 9/30/2014	\$ -

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
INTEREST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
RECREATION PROGRAMS REVENUE	22,515			-	-
PARKS GOLF BENEFIT FEES	1,250			-	-
DONATIONS	4,500	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 28,265</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
DONATIONS EXP - PARKS	-	-	-	-	-
RECREATION PROGRAMS	18,371			-	-
PARKS BENEFIT SCHOLARSHIPS	3,096			-	-
PARKS GOLF BENEFIT EXPENDITURE	1,983			-	-
<b>CONTRACT SERVICES</b>	<b>\$ 23,450</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,450</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ -
FY 2012-2013 PROJ. REVENUES	\$ -
FY 2012-2013 PROJ. EXPENDITURES	-
FY 2012-2013 CHANGE IN FUND BALANCE	-
PROJ. FUND BALANCE - 9/30/2013	\$ -
FY 2013-2014 ADOPTED REVENUES	\$ -
FY 2013-2014 ADOPTED EXPENDITURES	-
FY 2013-2014 CHANGE IN FUND BALANCE	-
PROJ. FUND BALANCE 9/30/2014	\$ -

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
OCCUPANCY TAX COLLECTIONS	\$ 426,583	\$ 400,000	\$ 525,000	\$ 75,000	\$ 475,000
INTEREST	2,617	3,200	3,000	-	3,200
<b>TOTAL REVENUE</b>	<b>\$ 429,200</b>	<b>\$ 403,200</b>	<b>\$ 528,000</b>	<b>\$ 75,000</b>	<b>\$ 478,200</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
OFFICE SUPPLIES & EQUIPMENT	2,161	2,500	2,500	-	2,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$ 2,161</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 2,500</b>
CONTRACT SERVICES	93,027	78,400	82,988	95,645	174,045
ADMINISTRATIVE/LEGAL SUPPORT	25,000	25,000	25,000	-	25,000
TOURISM STAFF	76,673	84,234	84,234	1,271	85,505
<b>CONTRACTUAL SERVICES</b>	<b>\$ 194,700</b>	<b>\$ 187,634</b>	<b>\$ 192,222</b>	<b>\$ 96,916</b>	<b>\$ 284,550</b>
TRAINING, MEETINGS, AND TRAVEL	4,236	4,000	4,000	(378)	3,622
DUES, SUBSCRIPTIONS, AND BOOKS	5,046	3,972	3,353	(472)	3,500
PRINTING AND PUBLISHING	-	-	-	14,000	14,000
MARKETING	42,681	68,031	125,000	11,623	79,654
PUBLIC ARTS*	17,000	40,000	40,000	7,500	47,500
<b>OTHER CHARGES</b>	<b>\$ 68,963</b>	<b>\$ 116,003</b>	<b>\$ 172,353</b>	<b>\$ 32,273</b>	<b>\$ 148,276</b>
CONTINGENCY	2,750	97,063	-	(54,189)	42,874
<b>CONTINGENCY</b>	<b>\$ 2,750</b>	<b>\$ 97,063</b>	<b>\$ -</b>	<b>\$ (54,189)</b>	<b>\$ 42,874</b>
TRANSFER - FACILITIES CIP	139,963	-	-	-	-
<b>TRANSFERS</b>	<b>\$ 139,963</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 408,537</b>	<b>\$ 403,200</b>	<b>\$ 367,075</b>	<b>\$ 75,000</b>	<b>\$ 478,200</b>

<b>TOURISM ADVISORY BOARD/OCCUPANCY TAX FUND</b>
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FUND BALANCE - 9/30/2012	\$ 908,887
FY 2012-2013 PROJ. REVENUES	\$ 528,000
FY 2012-2013 PROJ. EXPENDITURES	367,075
FY 2012-2013 CHANGE IN FUND BALANCE	160,925
PROJ. FUND BALANCE - 9/30/2013	\$ 1,069,812
FY 2013-2014 ADOPTED REVENUES	\$ 478,200
FY 2013-2014 ADOPTED EXPENDITURES	478,200
FY 2013-2014 CHANGE IN FUND BALANCE	-
PROJ. FUND BALANCE 9/30/2014	\$ 1,069,812

CONTRACT SERVICES - AS REQUESTED	
SHE KNOWS DESIGN	\$ 6,420
GO BEYOND MARKETING	48,000
MOBILE WEBSITE MAINTENANCE	2,400
MIND ECOLOGY	23,725
CEDAR PARK CENTER	3,000
AUSTIN STEAM TRAIN	27,000
LISD STATE WRESTLING	43,500
BLUE BONNET FIGURE SKATING CHAMPIONSHIPS	10,000
LISD ATHLETICS	10,000
CEDAR PARK HERITAGE SOCIETY	-
<b>TOTAL CONTRACT SERVICES</b>	<b>\$ 174,045</b>

\* - 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
FRANCHISE FEES	\$ 105,079	\$ 95,173	\$ 97,156	\$ -	\$ 95,173
INTEREST	(17)	2,166	-	-	2,166
<b>TOTAL REVENUE</b>	<b>\$ 105,062</b>	<b>\$ 97,339</b>	<b>\$ 97,156</b>	<b>\$ -</b>	<b>\$ 97,339</b>

### EXPENDITURES

CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
OFFICE SUPPLIES & EQUIPMENT	-	7,355	-	(7,355)	-
<b>MATERIALS AND SUPPLIES</b>	<b>\$ -</b>	<b>\$ 7,355</b>	<b>\$ -</b>	<b>\$ (7,355)</b>	<b>\$ -</b>
TELEPHONY LINES	20,385	51,124	-	(51,124)	-
TELECOMMUNICATIONS	21	11,200	-	(11,200)	-
<b>OCCUPANCY</b>	<b>\$ 20,406</b>	<b>\$ 62,324</b>	<b>\$ -</b>	<b>\$ (62,324)</b>	<b>\$ -</b>
VES	12,124	14,000	16,167	59,458	73,458
CONTRACT SERVICES	-	-	-	6,000	6,000
STAFF SUPPORT	8,496	13,660	-	(13,660)	-
<b>CONTRACTUAL SERVICES</b>	<b>\$ 20,620</b>	<b>\$ 27,660</b>	<b>\$ 16,167</b>	<b>\$ 51,798</b>	<b>\$ 79,458</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 41,026</b>	<b>\$ 97,339</b>	<b>\$ 16,167</b>	<b>\$ (17,881)</b>	<b>\$ 79,458</b>

### FUND BALANCE SUMMARY

FUND BALANCE - 9/30/2012	\$ 154,557
FY 2012-2013 PROJ. REVENUES	\$ 97,156
FY 2012-2013 PROJ. EXPENDITURES	16,167
FY 2012-2013 CHANGE IN FUND BALANCE	80,989
PROJ. FUND BALANCE - 9/30/2013	\$ 235,546
FY 2013-2014 ADOPTED REVENUES	\$ 97,339
FY 2013-2014 ADOPTED EXPENDITURES	79,458
FY 2013-2014 CHANGE IN FUND BALANCE	17,881
PROJ. FUND BALANCE 9/30/2014	\$ 253,427

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
CURRENT AD VALOREM TAXES	\$ 483,961	\$ 444,148	\$ 440,866	\$ 14,832	\$ 458,980
INTEREST INCOME	-	1,000	750	(250)	750
<b>TOTAL REVENUE</b>	<b>\$ 483,961</b>	<b>\$ 445,148</b>	<b>\$ 441,616</b>	<b>\$ 14,582</b>	<b>\$ 459,730</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
CONTRACT SERVICES	\$ -	\$ -	\$ 48,631	\$ -	\$ -
DEVELOPER REIMBURSEMENTS	\$ 475,654	\$ 484,961	\$ 483,961	\$ (44,095)	\$ 440,866
<b>TOTAL EXPENDITURES</b>	<b>\$ 475,654</b>	<b>\$ 484,961</b>	<b>\$ 532,592</b>	<b>\$ (44,095)</b>	<b>\$ 440,866</b>

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 483,961
FY 2012-2013 PROJ. REVENUES	\$ 441,616
FY 2012-2013 PROJ. EXPENDITURES	532,592
FY 2012-2013 CHANGE IN FUND BALANCE	(90,976)
PROJ. FUND BALANCE - 9/30/2013	\$ 392,985
FY 2013-2014 ADOPTED REVENUES	\$ 459,730
FY 2013-2014 ADOPTED EXPENDITURES	440,866
FY 2013-2014 CHANGE IN FUND BALANCE	18,864
PROJ. FUND BALANCE 9/30/2014	\$ 411,849

<b>LAW ENFORCEMENT</b>
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<b>DESCRIPTION</b>
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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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
INTEREST INCOME	\$ 129	\$ 100	\$ 120	\$ 20	\$ 120
OTHER	930	-	1,712	-	-
DEA EQUITABLE SHARING	48,077	-	10,606	-	-
LEOSE FUNDS	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 49,136</b>	<b>\$ 100</b>	<b>\$ 12,438</b>	<b>\$ 20</b>	<b>\$ 120</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
SMALL TOOLS & EQUIPMENT	11,385	41,121	28,862	(11,121)	30,000
LEOSE FUNDS	6,574	-	-	-	-
<b>MATERIALS AND SUPPLIES</b>	<b>\$ 17,959</b>	<b>\$ 41,121</b>	<b>\$ 28,862</b>	<b>\$ (11,121)</b>	<b>\$ 30,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,959</b>	<b>\$ 41,121</b>	<b>\$ 28,862</b>	<b>\$ (11,121)</b>	<b>\$ 30,000</b>

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 76,604
FY 2012-2013 PROJ. REVENUES	\$ 12,438
FY 2012-2013 PROJ. EXPENDITURES	28,862
FY 2012-2013 CHANGE IN FUND BALANCE	(16,424)
PROJ. FUND BALANCE - 9/30/2013	\$ 60,180
FY 2013-2014 ADOPTED REVENUES	\$ 120
FY 2013-2014 ADOPTED EXPENDITURES	30,000
FY 2013-2014 CHANGE IN FUND BALANCE	(29,880)
PROJ. FUND BALANCE 9/30/2014	\$ 30,300

## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
4A SALES TAX REVENUE	\$ 3,942,204	\$ 3,842,560	\$ 4,150,000	\$ 475,458	\$ 4,318,017
INTEREST	13,773	17,500	17,500	-	17,500
<b>TOTAL REVENUE</b>	<b>\$ 3,955,977</b>	<b>\$ 3,860,060</b>	<b>\$ 4,167,500</b>	<b>\$ 475,458</b>	<b>\$ 4,335,517</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
TELEPHONE	-	-	-	-	-
<b>OCCUPANCY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
CONTRACT SERVICES	351,465	445,617	414,406	6,859	452,476
ACCOUNTING/ADMINISTRATIVE FEES	30,214	32,383	32,383	1,966	34,349
CONTRACT CONTINGENCY	-	5,000	-	54,892	59,892
INCENTIVE COMMITMENTS	236,828	270,000	274,721	30,000	300,000
<b>CONTRACTUAL SERVICES</b>	<b>\$ 618,507</b>	<b>\$ 753,000</b>	<b>\$ 721,510</b>	<b>\$ 93,717</b>	<b>\$ 846,717</b>
TRAVEL & MEETINGS	-	2,000	2,000	-	2,000
PROSPECT EXPENSES	-	5,000	5,000	-	5,000
<b>OTHER CHARGES</b>	<b>\$ -</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>\$ 7,000</b>
PROMOTE COMMUNITY	-	-	-	-	-
PROMOTE ECONOMIC DEVELOPMENT	-	-	-	-	-
<b>PROGRAMS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>4A - ECONOMIC DEVELOPMENT CORPORATION FUND</b>
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EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
TRANSFER TO FACILITIES CIP	223,232	-	-	-	-
TRANSFER TO DEBT SERVICE	3,482,311	3,481,679	3,481,679	120	3,481,799
<b>TRANSFERS</b>	<b>\$ 3,705,543</b>	<b>\$ 3,481,679</b>	<b>\$ 3,481,679</b>	<b>\$ 120</b>	<b>\$ 3,481,799</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,324,050</b>	<b>\$ 4,241,679</b>	<b>\$ 4,210,189</b>	<b>\$ 93,837</b>	<b>\$ 4,335,516</b>
<b>FUND BALANCE SUMMARY</b>					
FUND BALANCE - 9/30/2012	\$ 5,027,083				
FY 2012-2013 PROJ. REVENUES	\$ 4,167,500				
FY 2012-2013 PROJ. EXPENDITURES	4,210,189				
FY 2012-2013 CHANGE IN FUND BALANCE	(42,689)				
PROJ. FUND BALANCE - 9/30/2013	\$ 1,502,715				
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2013	\$ 4,984,394				
FY 2013-2014 ADOPTED REVENUES	\$ 4,335,517				
FY 2013-2014 ADOPTED EXPENDITURES	4,335,516				
FY 2013-2014 CHANGE IN FUND BALANCE	1				
PROJ. FUND BALANCE 9/30/2014	\$ 1,502,596				
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2014	\$ 4,984,395				

## 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.

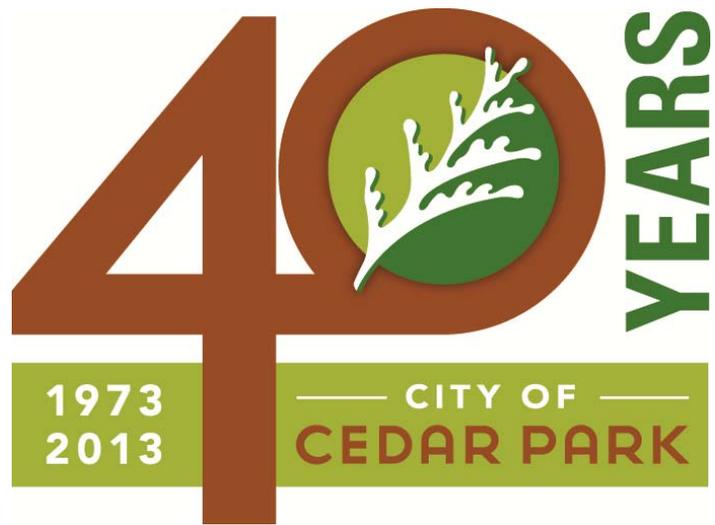
REVENUE					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
SALES TAX REVENUE	\$ 3,925,867	\$ 3,842,560	\$ 4,150,000	\$ 475,457	\$ 4,318,017
OTHER REVENUE	42,775	-	-	-	-
INTEREST	10,429	17,796	17,796	-	17,796
<b>TOTAL REVENUE</b>	<b>\$ 3,979,071</b>	<b>\$ 3,860,356</b>	<b>\$ 4,167,796</b>	<b>\$ 475,457</b>	<b>\$ 4,335,813</b>

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
LEGAL FEES	-	-	-	-	-
AUDIT FEES	4,018	7,000	7,000	-	7,000
ACCOUNTING/ADMINISTRATIVE FEES	29,388	32,383	32,383	2,048	34,431
STAFF SUPPORT	23,299	29,660	20,000	(7,160)	22,500
CONTRACT SERVICES	5,826	131,531	-	(81,531)	50,000
<b>CONTRACT SERVICES</b>	<b>\$ 62,531</b>	<b>\$ 200,574</b>	<b>\$ 59,383</b>	<b>\$ (86,643)</b>	<b>\$ 113,931</b>
BOARD DEVELOPMENT	562	3,460	3,460	-	3,460
DUES, SUBSCRIPTIONS & BOOKS	710	-	-	-	-
<b>OTHER CHARGES</b>	<b>\$ 1,272</b>	<b>\$ 3,460</b>	<b>\$ 3,460</b>	<b>\$ -</b>	<b>\$ 3,460</b>
TRANSPORTATION	1,025,239	827,000	827,000	1,717,600	2,544,600
PROMOTE ECONOMIC DEVELOPMENT	339,723	1,150,000	725,000	350,000	1,500,000
PARKS & COMMUNITY FACILITIES	303,770	300,000	300,000	(125,000)	175,000
183 CORRIDOR PLAN	100,000	100,000	192,000	-	100,000
OVERHEAD STREET SIGN PROJECT	-	-	-	-	-
DESTINATION CITY	-	50,000	-	(50,000)	-
COMMUNITY IDENTITY	29,523	500,000	200,000	(500,000)	-
<b>PROGRAMS</b>	<b>\$ 1,798,255</b>	<b>\$ 2,927,000</b>	<b>\$ 2,244,000</b>	<b>\$ 1,392,600</b>	<b>\$ 4,319,600</b>

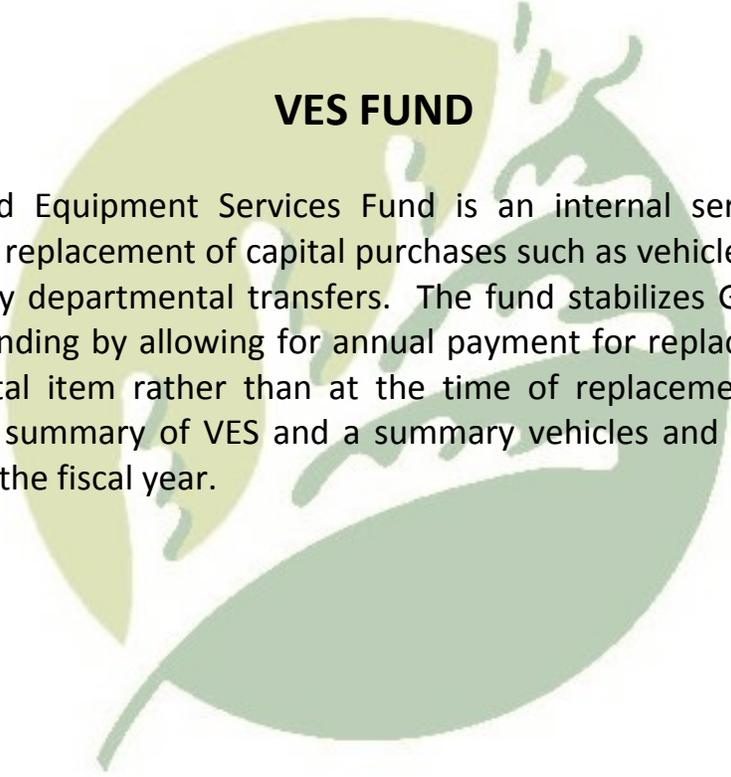
### 4B - COMMUNITY DEVELOPMENT CORPORATION FUND

EXPENDITURES					
CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET VARIANCE	FY 2013-2014 BUDGET
TRANSFER - CIP PARKS PROJECTS	-	-	-	-	-
TRANSFER - FACILITIES CIP	-	-	-	-	-
DEBT SERVICE	721,710	726,833	725,833	9,613	736,446
<b>TRANSFERS</b>	<b>\$ 721,710</b>	<b>\$ 726,833</b>	<b>\$ 725,833</b>	<b>\$ 9,613</b>	<b>\$ 736,446</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,583,768</b>	<b>\$ 3,857,867</b>	<b>\$ 3,032,676</b>	<b>\$ 1,315,570</b>	<b>\$ 5,173,437</b>

FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 11,198,845
<hr/>	
FY 2012-2013 PROJ. REVENUES	\$ 4,167,796
FY 2012-2013 PROJ. EXPENDITURES	3,032,676
FY 2011-2012 CHANGE IN FUND BALANCE	1,135,120
PROJ. RESERVED FUND BALANCE - 9/30/2012	\$ 1,843,815
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2012	\$ 10,490,150
PROJ. TOTAL FUND BALANCE - 9/30/2012	\$ 12,333,965
<hr/>	
FY 2013-2014 ADOPTED REVENUES	\$ 4,335,813
FY 2013-2014 ADOPTED EXPENDITURES	5,173,437
FY 2013-2014 CHANGE IN FUND BALANCE	(837,624)
PROJ. RESERVED FUND BALANCE - 9/30/2013	\$ 1,854,428
PROJ. UNRESTRICTED FUND BALANCE - 9/30/2013	\$ 9,641,913
PROJ. FUND BALANCE 9/30/2014	\$ 11,496,341



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The graphic features the text "VES FUND" in a bold, black, sans-serif font, centered within a light green circular area. This circle is partially overlaid by several stylized leaves in various shades of green, some appearing as solid shapes and others as outlines, creating a natural, organic feel.

## **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.



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## 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 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
REPLACEMENT FEES	\$ 2,309,937	\$ 1,873,833	\$ 1,873,833	\$ 369,172	\$ 2,243,005
LOSS ON SALE/DISPOSAL	-	-	-	63,750	63,750
INTEREST	6,941	6,000	6,500	1,500	7,500
OTHER INCOME	1,900	-	-	38,500	38,500
TRANSFER-UNRESERVED FUND BALANCE	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 2,318,778</b>	<b>\$ 1,879,833</b>	<b>\$ 1,880,333</b>	<b>\$ 472,922</b>	<b>\$ 2,352,755</b>

### EXPENDITURES

CATEGORY	FY 2011-2012 ACTUAL	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED	BUDGET ADJUSTMENTS	FY 2013-2014 BUDGET
COMPUTER EQUIPMENT	14,187	-	567,500	738,100	738,100
<b>MATERIALS AND SUPPLIES</b>	<b>\$ 14,187</b>	<b>\$ -</b>	<b>\$ 567,500</b>	<b>\$ 738,100</b>	<b>\$ 738,100</b>
COMPUTER SERVICES	58,621	-	-	-	-
<b>CONTRACTUAL SERVICES</b>	<b>\$ 58,621</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
EQUIPMENT	294,977	1,355,085	-	(1,355,085)	-
VEHICLES	1,405,120	1,170,578	1,474,244	897,167	2,067,745
<b>CAPITAL OUTLAY</b>	<b>\$ 1,700,097</b>	<b>\$ 2,525,663</b>	<b>\$ 1,474,244</b>	<b>\$ (457,918)</b>	<b>\$ 2,067,745</b>
TRANSFER-GF	-	-	-	-	-
TRANSFER TO UTILITY FUND	-	-	-	-	-
<b>TRANSFERS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,772,905</b>	<b>\$ 2,525,663</b>	<b>\$ 2,041,744</b>	<b>\$ 280,182</b>	<b>\$ 2,805,845</b>

**VEHICLE AND EQUIPMENT REPLACEMENT FUND**

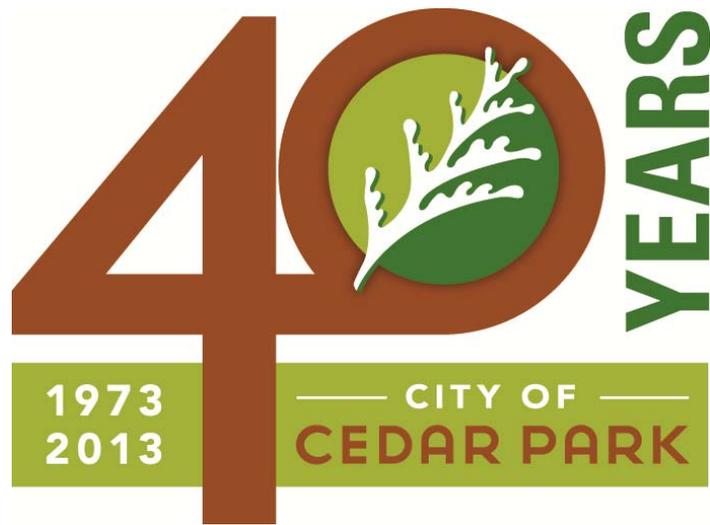
FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 3,851,805
<hr/>	
FY 2012-2013 PROJ. REVENUES	\$ 1,880,333
FY 2012-2013 PROJ. EXPENDITURES	2,041,744
FY 2012-2013 CHANGE IN FUND BALANCE	(161,411)
PROJ. FUND BALANCE - 9/30/2013	\$ 3,690,394
<hr/>	
FY 2013-2014 ADOPTED REVENUES	\$ 2,352,755
FY 2013-2014 ADOPTED EXPENDITURES	2,805,845
FY 2013-2014 CHANGE IN FUND BALANCE	(453,090)
PROJ. FUND BALANCE 9/30/2014	\$ 3,237,304

**CAPITAL OUTLAY**  
**Projected Capital Purchases for Fiscal Year 2013-2014**

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.

**Vehicle and Equipment Service Fund**

<u>Department</u>	<u>Description</u>	<u>QTY</u>	<u>Price</u>	<u>Extended</u>
<b>Replacement Vehicles</b>				
Police Services	Patrol car	4.0	39,750	159,000
Police Services	CID Vehicle	5.0	35,149	175,745
Police Services	Police Motorcycle	3.0	25,000	75,000
Police Services	Animal Control Truck	2.0	30,000	60,000
Engineering Services	Engineering Truck	1.0	21,000	21,000
Development Services	Code Enforcement truck	2.0	16,000	32,000
Fire Services	Fire Admin Truck	1.0	35,000	35,000
Fire Services	Quint	1.0	1,025,000	1,025,000
Fire Services	Fire Marshal SUV	1.0	30,000	30,000
Fire Services	Trailer	1.0	15,000	15,000
Field Operations	Grade-All	1.0	150,000	150,000
Field Operations	6 Yard Dump Truck	1.0	125,000	125,000
Parks and Recreation	Parks Truck	2.0	23,000	46,000
Parks and Recreation	Wide-Area Mower	1.0	42,000	42,000
Parks and Recreation	Utility Terrain Vehicle	1.0	8,000	8,000
Utilities	Utilities Truck III	2.0	23,000	46,000
Utilities	Utilities Truck I	1.0	16,000	16,000
Utilities	Skag Mower	1.0	7,000	7,000
<b>Sub Total</b>		<b>31.0</b>		<b>\$ 2,067,745</b>
<b>Replacement Equipment</b>				
Information Technology	Desktop computers	30.0	\$ 1,767	53,000
Information Technology	Laptop/Mobile computers	10.0	3,950	39,500
Information Technology	Tablets	8.0	1,000	8,000
Information Technology	Printers/Scanners	11.0	1,200	13,200
Information Technology	Media Equipment	6.0	1,333	8,000
Information Technology	Server Equipment	82.0	7,468	612,400
Information Technology	Phone System	1.0	4,000	4,000
<b>Sub Total</b>		<b>148.0</b>		<b>\$ 738,100</b>
<b>Total</b>		<b>179.0</b>		<b>\$ 2,805,845</b>

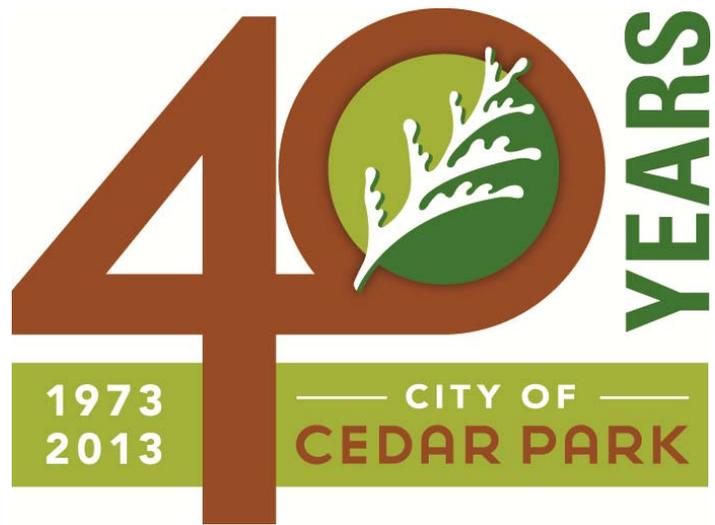


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## **DEBT SERVICE FUNDS**

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



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<b>GENERAL DEBT OBLIGATION</b>
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<b>REVENUE</b>					
<b>CATEGORY</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
CURRENT AD VALOREM TAXES	\$ 9,801,065	\$ 10,673,789	\$ 10,833,853	\$ 1,144,353	\$ 11,818,142
DELINQUENT AD VALOREM TAXES	43,760	35,000	80,618	20,000	55,000
PENALTIES AND INTEREST AD VALOREM	35,686	30,000	38,048	5,000	35,000
OTHER REVENUE	-	-	-	-	-
TRANSFER FROM 4A	3,482,411	3,481,679	3,481,679	120	3,481,799
TRANSFER FROM 4B	453,460	-	463,733	470,496	470,496
TRANSFER FROM SOLID WASTE FUND	170,048	-	173,900	176,436	176,436
INTEREST INCOME	21,699	22,000	15,000	(7,000)	15,000
<b>TOTAL REVENUE</b>	<b>\$ 14,008,129</b>	<b>\$ 14,242,468</b>	<b>\$ 15,086,830</b>	<b>\$ 1,809,406</b>	<b>\$ 16,051,873</b>

<b>EXPENDITURES</b>					
<b>CATEGORY</b>	<b>FY 2011-2012 ACTUAL</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>	<b>BUDGET ADJUSTMENTS</b>	<b>FY 2013-2014 BUDGET</b>
CONTRACT SERVICES	11,418	13,000	12,000	-	13,000
BOND ISSUE COSTS	258,113	-	-	700,000	700,000
ARBITRAGE COMPLIANCE SERVICES	2,400	15,500	15,500	-	15,500
<b>CONTRACTUAL SERVICES</b>	<b>\$ 271,931</b>	<b>\$ 28,500</b>	<b>\$ 27,500</b>	<b>\$ 700,000</b>	<b>\$ 728,500</b>
BOND PRINCIPAL - ALL	9,027,354	6,945,000	7,205,000	1,530,000	8,475,000
BOND INTEREST - ALL	6,833,391	6,986,171	6,904,203	(595,285)	6,390,886
AGENT FEES - ALL	6,900	5,000	5,200	2,000	7,000
PAYMENT TO REF BOND ESCROW	-	-	-	-	-
PAYMENT TO 4B CORPORATION	-	-	-	-	-
<b>TRANSFERS OUT</b>	<b>\$ 15,867,645</b>	<b>\$ 13,936,171</b>	<b>\$ 14,114,403</b>	<b>\$ 936,715</b>	<b>\$ 14,872,886</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 16,139,576</b>	<b>\$ 13,964,671</b>	<b>\$ 14,141,903</b>	<b>\$ 1,636,715</b>	<b>\$ 15,601,386</b>

**GENERAL DEBT OBLIGATION**

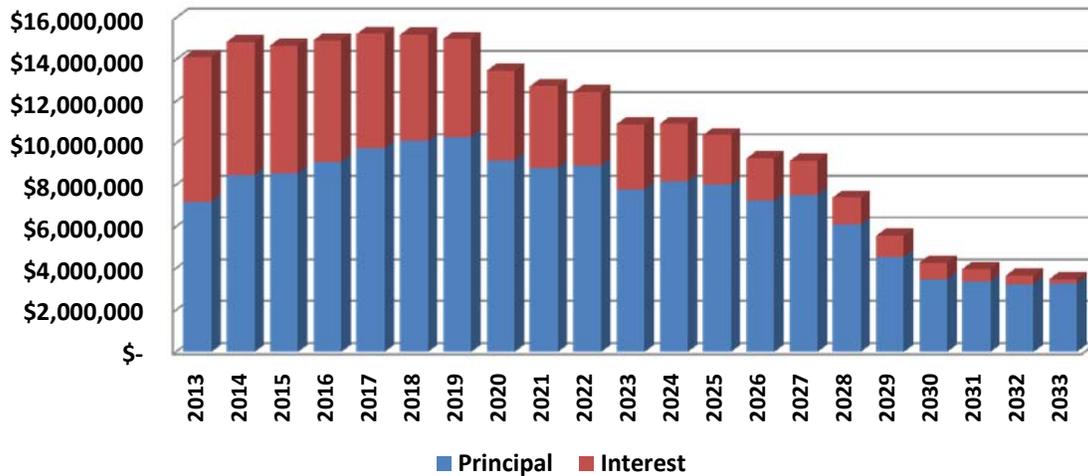
FUND BALANCE SUMMARY	
FUND BALANCE - 9/30/2012	\$ 3,573,953
FY 2012-2013 PROJ. REVENUES	\$ 15,086,830
FY 2012-2013 PROJ. EXPENDITURES	14,141,903
FY 2012-2013 CHANGE IN FUND BALANCE	944,927
PROJ. FUND BALANCE - 9/30/2013	\$ 4,518,880
FY 2013-2014 ADOPTED REVENUES	\$ 16,051,873
FY 2013-2014 ADOPTED EXPENDITURES	15,601,386
FY 2013-2014 CHANGE IN FUND BALANCE	450,487
PROJ. FUND BALANCE 9/30/2014	\$ 4,969,368

## GENERAL DEBT OBLIGATIONS

Year	Principal	Interest	Total P+I
2013	\$ 7,205,000	\$ 6,904,203	\$ 14,109,203
2014	8,475,000	6,390,886	14,865,886
2015	8,585,000	6,101,796	14,686,796
2016	9,105,000	5,827,200	14,932,200
2017	9,765,000	5,477,308	15,242,308
2018	10,110,000	5,090,972	15,200,972
2019	10,305,000	4,695,822	15,000,822
2020	9,175,000	4,300,514	13,475,514
2021	8,830,000	3,904,550	12,734,550
2022	8,945,000	3,507,038	12,452,038
2023	7,795,000	3,127,344	10,922,344
2024	8,175,000	2,758,436	10,933,436
2025	8,020,000	2,374,155	10,394,155
2026	7,275,000	2,002,163	9,277,163
2027	7,520,000	1,631,653	9,151,653
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

<b>Total</b>	<b>\$ 153,340,000</b>	<b>\$ 68,408,691</b>	<b>\$ 221,748,691</b>
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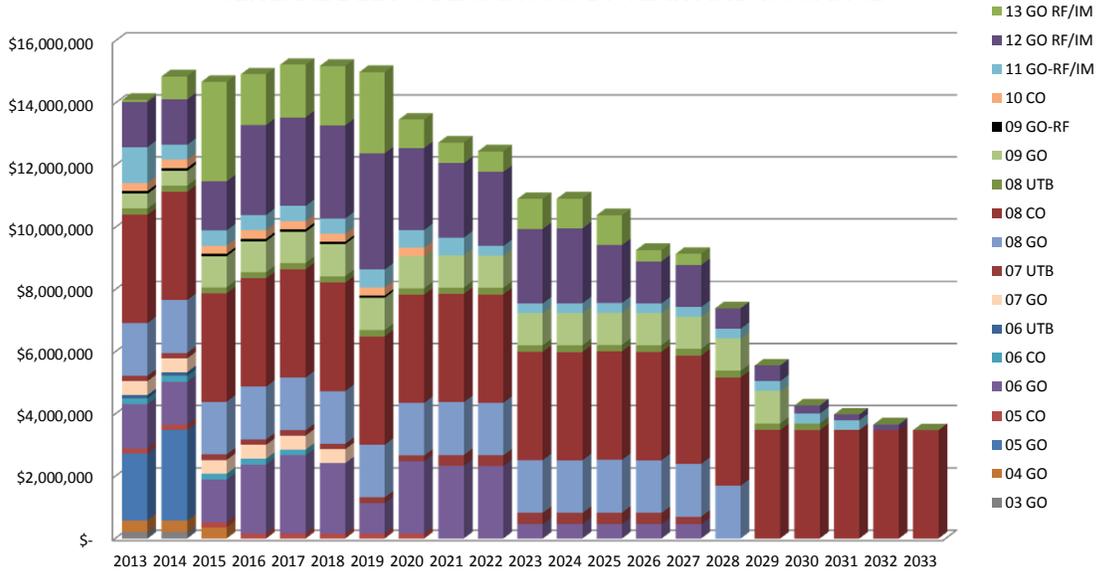
### GENERAL DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



**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	\$ 2,140,330	\$ 164,532	\$ 1,427,780	\$ 185,500	\$ 109,745	\$ 447,766	\$ 174,273
2014	208,639	363,289	2,916,125	164,554	1,388,680	184,200	119,370	444,260	176,673
2015	-	361,212	-	164,214	1,365,380	187,600	-	444,835	178,873
2016	-	-	-	163,684	2,214,080	185,700	-	446,360	175,873
2017	-	-	-	167,871	2,507,480	183,600	-	448,830	172,873
2018	-	-	-	161,745	2,257,355	-	-	449,900	174,873
2019	-	-	-	165,332	979,630	-	-	-	176,673
2020	-	-	-	163,500	2,325,425	-	-	-	178,273
2021	-	-	-	-	2,330,372	-	-	-	354,673
2022	-	-	-	-	2,327,462	-	-	-	343,603
2023	-	-	-	-	463,250	-	-	-	362,533
2024	-	-	-	-	464,250	-	-	-	355,083
2025	-	-	-	-	464,250	-	-	-	367,425
2026	-	-	-	-	463,250	-	-	-	358,730
2027	-	-	-	-	461,250	-	-	-	239,660
2028	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 429,539</b>	<b>\$ 1,089,099</b>	<b>\$ 5,056,455</b>	<b>\$ 1,315,432</b>	<b>\$ 21,439,894</b>	<b>\$ 926,600</b>	<b>\$ 229,115</b>	<b>\$ 2,681,951</b>	<b>\$ 3,790,085</b>

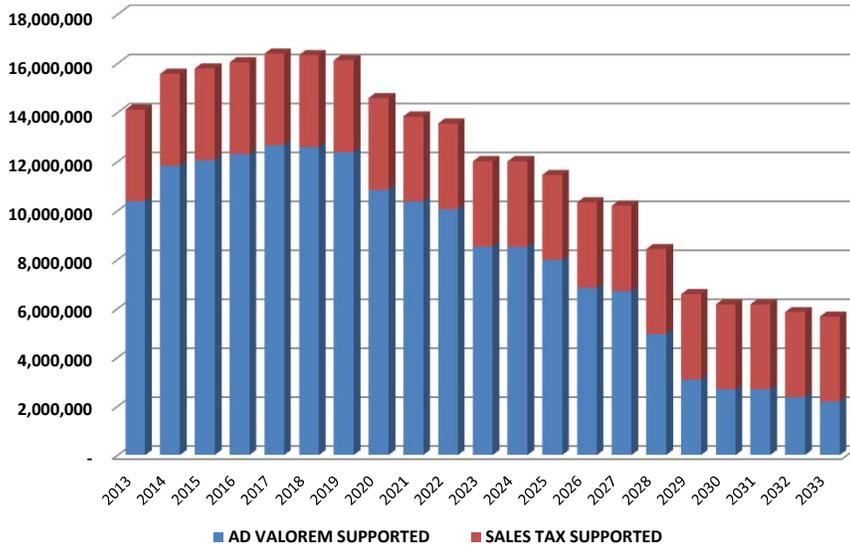
**GENERAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE**



**GENERAL DEBT OBLIGATIONS BY DEBT ISSUANCE**

Year	2008	2008	2008	2009	2009	2010	2011	2012	2013
	GENERAL OBLIGATION	CERTIFICATE OF OBLIGATION	UNLIMITED TAX BONDS - WCID DEBT	GENERAL OBLIGATION	GENERAL OBLIGATION - REFUNDING	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	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	\$ 70,585
2014	1,697,105	3,481,799	198,223	478,881	93,775	265,950	478,150	1,463,081	743,133
2015	1,695,005	3,482,799	193,973	1,002,256	76,800	264,500	485,800	1,580,231	3,203,320
2016	1,696,405	3,479,389	195,823	1,002,456	84,513	267,900	491,575	2,894,481	1,633,962
2017	1,696,205	3,481,404	202,358	1,000,156	86,800	261,000	487,050	2,851,481	1,695,201
2018	1,694,405	3,484,064	208,390	1,035,281	74,000	264,100	487,300	2,998,381	1,911,179
2019	1,695,905	3,481,728	203,953	1,037,906	66,300	266,900	570,975	3,743,956	2,611,565
2020	1,694,883	3,478,968	204,390	1,037,381	-	268,774	570,800	2,637,331	915,789
2021	1,695,455	3,481,098	204,515	1,034,081	-	-	572,800	2,394,081	667,475
2022	1,692,396	3,483,008	209,385	1,034,681	-	-	314,300	2,382,581	664,623
2023	1,696,013	3,479,408	208,730	1,034,081	-	-	315,500	2,396,331	966,500
2024	1,696,145	3,480,298	212,730	1,036,672	-	-	316,300	2,409,456	962,503
2025	1,696,908	3,483,258	211,330	1,036,800	-	-	311,800	1,861,081	961,305
2026	1,693,240	3,483,826	214,565	1,034,378	-	-	312,000	1,350,081	367,093
2027	1,695,743	3,481,694	212,390	1,034,784	-	-	311,800	1,348,581	365,751
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	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 27,122,823</b>	<b>\$ 73,116,337</b>	<b>\$ 3,729,181</b>	<b>\$ 16,399,353</b>	<b>\$ 572,713</b>	<b>\$ 2,121,224</b>	<b>\$ 8,437,100</b>	<b>\$ 35,551,816</b>	<b>\$ 17,739,984</b>

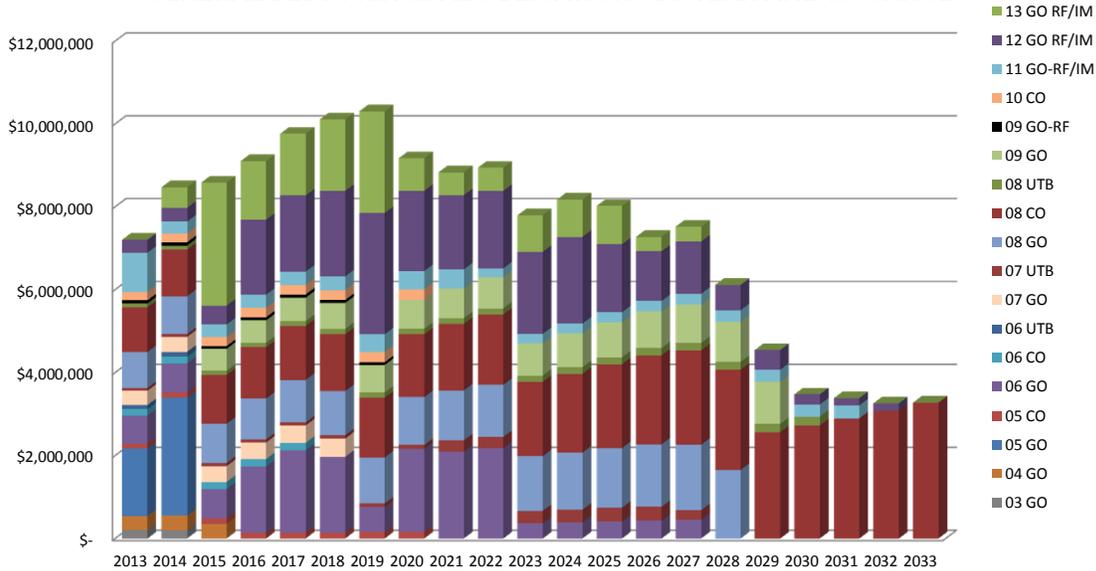
**GENERAL DEBT OBLIGATIONS BY TAX SUPPORT**



**GENERAL DEBT PRINCIPAL 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	\$ 210,000	\$ 335,000	\$ 1,625,000	\$ 120,000	\$ 675,000	\$ 155,000	\$ 100,000	\$ 345,000	\$ 65,000
2014	205,000	345,000	2,845,000	125,000	705,000	160,000	115,000	360,000	70,000
2015	-	355,000	-	130,000	710,000	170,000	-	380,000	75,000
2016	-	-	-	135,000	1,605,000	175,000	-	400,000	75,000
2017	-	-	-	145,000	1,980,000	180,000	-	420,000	75,000
2018	-	-	-	145,000	1,825,000	-	-	440,000	80,000
2019	-	-	-	155,000	605,000	-	-	-	85,000
2020	-	-	-	160,000	2,005,000	-	-	-	90,000
2021	-	-	-	-	2,095,000	-	-	-	270,000
2022	-	-	-	-	2,180,000	-	-	-	270,000
2023	-	-	-	-	370,000	-	-	-	300,000
2024	-	-	-	-	390,000	-	-	-	305,000
2025	-	-	-	-	410,000	-	-	-	330,000
2026	-	-	-	-	430,000	-	-	-	335,000
2027	-	-	-	-	450,000	-	-	-	230,000
2028	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 415,000</b>	<b>\$ 1,035,000</b>	<b>\$ 4,470,000</b>	<b>\$ 1,115,000</b>	<b>\$ 16,435,000</b>	<b>\$ 840,000</b>	<b>\$ 215,000</b>	<b>\$ 2,345,000</b>	<b>\$ 2,655,000</b>

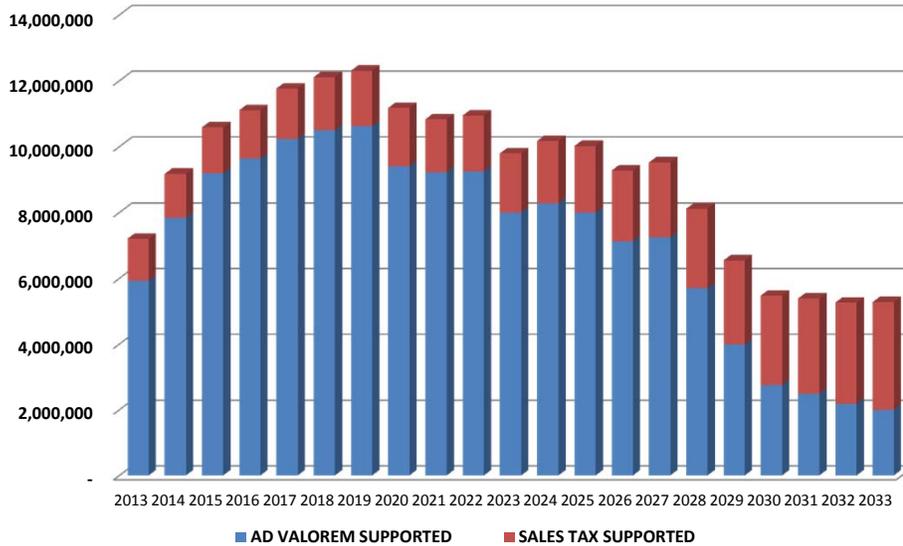
**GENERAL DEBT PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE**



**GENERAL DEBT PRINCIPAL OBLIGATIONS BY DEBT ISSUANCE**

Year	2008	2008	2008	2009	2009	2010	2011	2012	2013
	GENERAL OBLIGATION	CERTIFICATE OF OBLIGATION	UNLIMITED TAX BONDS - WCID DEBT	GENERAL OBLIGATION	GENERAL OBLIGATION - REFUNDING	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP
2013	\$ 870,000	\$ 1,075,000	\$ 95,000	\$ -	\$ 75,000	\$ 205,000	\$ 945,000	\$ 310,000	\$ -
2014	910,000	1,125,000	100,000	-	80,000	215,000	285,000	330,000	500,000
2015	945,000	1,180,000	100,000	530,000	65,000	220,000	300,000	455,000	2,970,000
2016	985,000	1,235,000	105,000	545,000	75,000	230,000	315,000	1,810,000	1,415,000
2017	1,025,000	1,300,000	115,000	565,000	80,000	230,000	320,000	1,840,000	1,490,000
2018	1,065,000	1,370,000	125,000	630,000	70,000	240,000	330,000	2,065,000	1,725,000
2019	1,110,000	1,440,000	125,000	665,000	65,000	250,000	425,000	2,925,000	2,455,000
2020	1,155,000	1,515,000	130,000	695,000	-	260,000	440,000	1,940,000	785,000
2021	1,205,000	1,605,000	135,000	720,000	-	-	460,000	1,790,000	550,000
2022	1,255,000	1,700,000	145,000	750,000	-	-	215,000	1,870,000	560,000
2023	1,315,000	1,795,000	150,000	780,000	-	-	225,000	1,980,000	880,000
2024	1,375,000	1,900,000	160,000	815,000	-	-	235,000	2,095,000	900,000
2025	1,440,000	2,020,000	165,000	850,000	-	-	240,000	1,640,000	925,000
2026	1,505,000	2,145,000	175,000	885,000	-	-	250,000	1,200,000	350,000
2027	1,580,000	2,275,000	180,000	925,000	-	-	260,000	1,260,000	360,000
2028	1,655,000	2,415,000	190,000	970,000	-	-	275,000	610,000	-
2029	-	2,565,000	200,000	1,020,000	-	-	285,000	475,000	-
2030	-	2,725,000	210,000	-	-	-	295,000	245,000	-
2031	-	2,900,000	-	-	-	-	310,000	175,000	-
2032	-	3,080,000	-	-	-	-	-	180,000	-
2033	-	3,275,000	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 19,395,000</b>	<b>\$ 40,640,000</b>	<b>\$ 2,605,000</b>	<b>\$ 11,345,000</b>	<b>\$ 510,000</b>	<b>\$ 1,850,000</b>	<b>\$ 6,410,000</b>	<b>\$ 25,195,000</b>	<b>\$ 15,865,000</b>

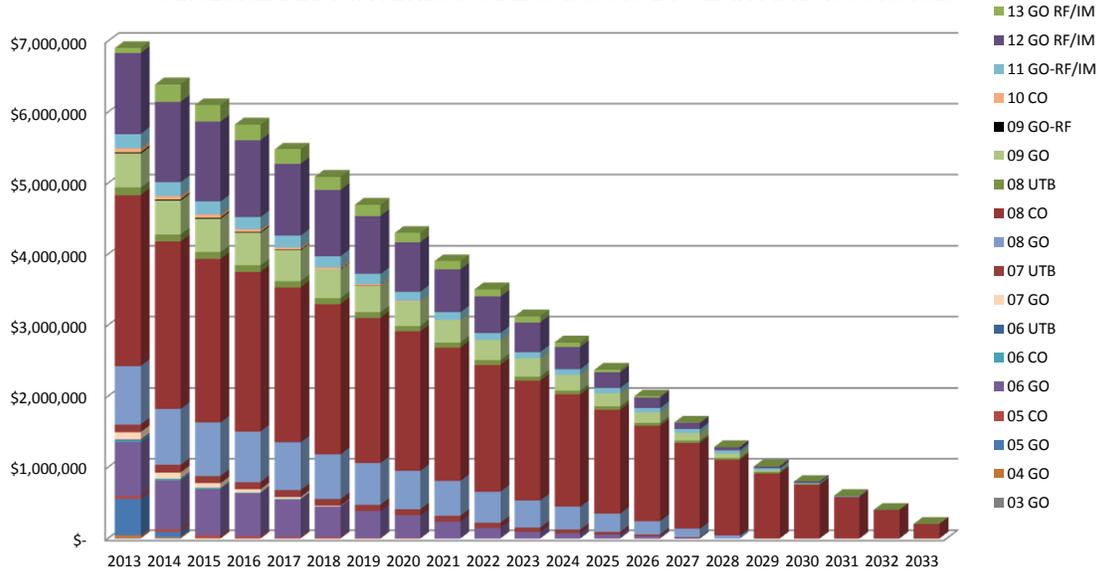
**GENERAL DEBT PRINCIPAL OBLIGATIONS BY TAX SUPPORT**



**GENERAL DEBT INTEREST 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	\$ 10,900	\$ 29,598	\$ 515,325	\$ 44,532	\$ 752,780	\$ 30,500	\$ 9,745	\$ 102,766	\$ 109,273
2014	3,639	18,289	71,125	39,554	683,680	24,200	4,370	84,260	106,673
2015	-	6,212	-	34,214	655,380	17,600	-	64,835	103,873
2016	-	-	-	28,684	609,080	10,700	-	46,360	100,873
2017	-	-	-	22,871	527,480	3,600	-	28,830	97,873
2018	-	-	-	16,745	432,355	-	-	9,900	94,873
2019	-	-	-	10,332	374,630	-	-	-	91,673
2020	-	-	-	3,500	320,425	-	-	-	88,273
2021	-	-	-	-	235,372	-	-	-	84,673
2022	-	-	-	-	147,462	-	-	-	73,603
2023	-	-	-	-	93,250	-	-	-	62,533
2024	-	-	-	-	74,250	-	-	-	50,083
2025	-	-	-	-	54,250	-	-	-	37,425
2026	-	-	-	-	33,250	-	-	-	23,730
2027	-	-	-	-	11,250	-	-	-	9,660
2028	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 14,539</b>	<b>\$ 54,099</b>	<b>\$ 586,450</b>	<b>\$ 200,432</b>	<b>\$ 5,004,894</b>	<b>\$ 86,600</b>	<b>\$ 14,115</b>	<b>\$ 336,951</b>	<b>\$ 1,135,085</b>

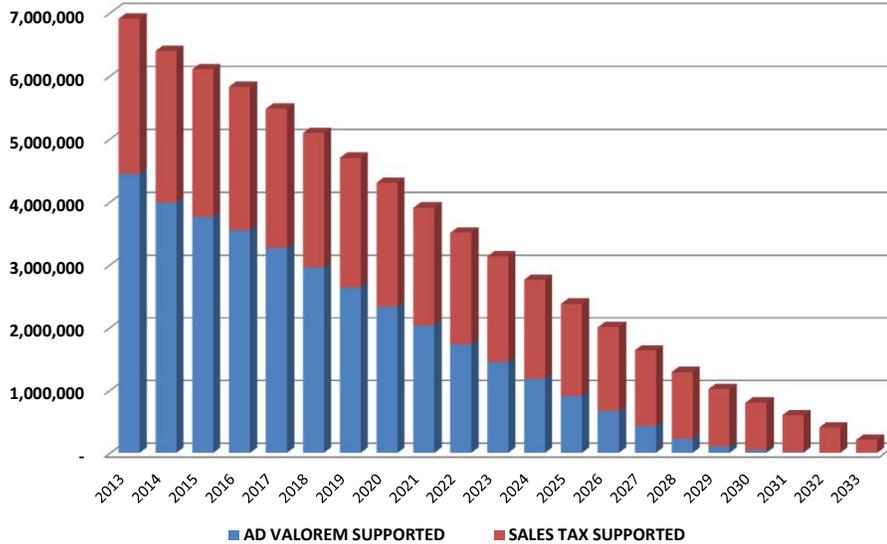
**GENERAL DEBT INTEREST OBLIGATIONS BY YEAR AND ISSUANCE**



**GENERAL DEBT INTEREST OBLIGATIONS BY DEBT ISSUANCE**

Year	2008		2008	2009		2010	2011	2012	2013
	GENERAL OBLIGATION	CERTIFICATE OF OBLIGATION	UNLIMITED TAX BONDS - WCID DEBT	GENERAL OBLIGATION	GENERAL OBLIGATION - REFUNDING	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP
2013	\$ 822,705	\$ 2,406,679	\$ 102,379	\$ 478,881	\$ 15,525	\$ 57,100	\$ 205,450	\$ 1,139,481	\$ 70,585
2014	787,105	2,356,799	98,223	478,881	13,775	50,950	193,150	1,133,081	243,133
2015	750,005	2,302,799	93,973	472,256	11,800	44,500	185,800	1,125,231	233,320
2016	711,405	2,244,389	90,823	457,456	9,513	37,900	176,575	1,084,481	218,962
2017	671,205	2,181,404	87,358	435,156	6,800	31,000	167,050	1,011,481	205,201
2018	629,405	2,114,064	83,390	405,281	4,000	24,100	157,300	933,381	186,179
2019	585,905	2,041,728	78,953	372,906	1,300	16,900	145,975	818,956	156,565
2020	539,883	1,963,968	74,390	342,381	-	8,774	130,800	697,331	130,789
2021	490,455	1,876,098	69,515	314,081	-	-	112,800	604,081	117,475
2022	437,396	1,783,008	64,385	284,681	-	-	99,300	512,581	104,623
2023	381,013	1,684,408	58,730	254,081	-	-	90,500	416,331	86,500
2024	321,145	1,580,298	52,730	221,672	-	-	81,300	314,456	62,503
2025	256,908	1,463,258	46,330	186,800	-	-	71,800	221,080	36,305
2026	188,240	1,338,826	39,565	149,378	-	-	62,000	150,081	17,093
2027	115,743	1,206,694	32,390	109,784	-	-	51,800	88,581	5,751
2028	39,306	1,066,554	25,010	67,725	-	-	41,100	47,169	-
2029	-	917,790	17,220	22,950	-	-	29,900	29,241	-
2030	-	755,938	8,820	-	-	-	18,300	16,937	-
2031	-	583,991	-	-	-	-	6,200	9,588	-
2032	-	401,001	-	-	-	-	-	3,263	-
2033	-	206,653	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 7,727,823</b>	<b>\$ 32,476,337</b>	<b>\$ 1,124,181</b>	<b>\$ 5,054,353</b>	<b>\$ 62,713</b>	<b>\$ 271,224</b>	<b>\$ 2,027,100</b>	<b>\$ 10,356,811</b>	<b>\$ 1,874,984</b>

**GENERAL DEBT INTEREST OBLIGATIONS BY TAX SUPPORT**





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<b>UTILITY DEBT SERVICE</b>
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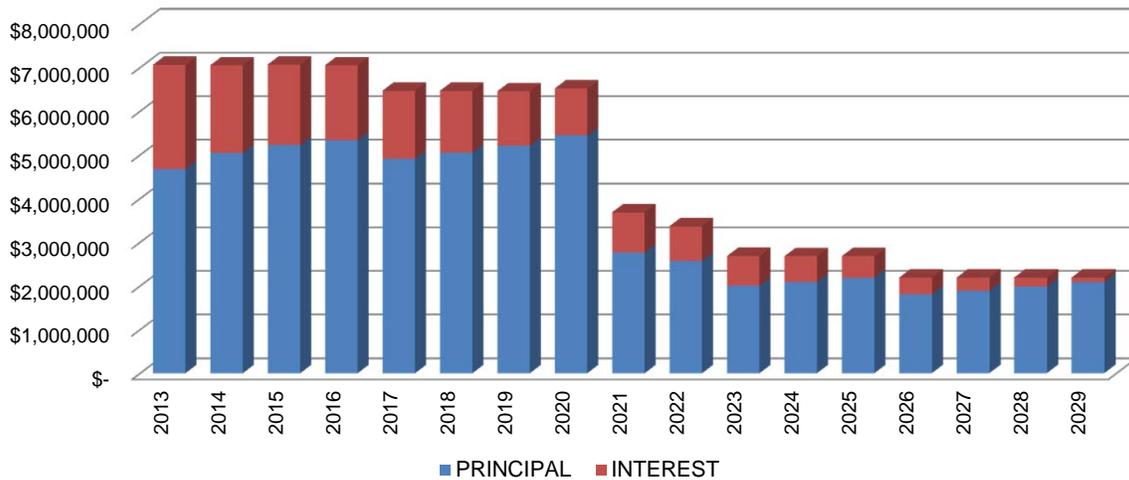
REVENUE					
CATEGORY	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2011-2012 PROJECTED	BUDGET ADJUSTMENTS	FY 2012-2013 BUDGET
INTEREST INCOME	\$ 20,927	\$ 22,000	\$ 22,720	\$ -	\$ 22,000
TRANSFER-IN - UTILITY FUND	7,189,617	7,167,737	7,167,737	(119,576)	7,048,161
<b>TOTAL REVENUE</b>	<b>\$ 7,210,544</b>	<b>\$ 7,189,737</b>	<b>\$ 7,190,457</b>	<b>\$ (119,576)</b>	<b>\$ 7,070,161</b>

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	-	-	-	-	-
<b>CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
BOND PRINCIPAL - ALL	4,320,000	4,500,000	4,675,000	540,000	5,040,000
BOND INTEREST - ALL	2,777,692	2,667,737	2,382,020	(659,576)	2,008,161
ARBITRAGE REBATE	-	15,000	5,000	-	15,000
AGENT FEES	1,400	2,500	10,000	-	2,500
<b>TRANSFERS OUT</b>	<b>\$ 7,099,092</b>	<b>\$ 7,185,237</b>	<b>\$ 7,072,020</b>	<b>\$ (119,576)</b>	<b>\$ 7,065,661</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,099,092</b>	<b>\$ 7,185,237</b>	<b>\$ 7,072,020</b>	<b>\$ (119,576)</b>	<b>\$ 7,065,661</b>

## UTILITY DEBT OBLIGATIONS

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2013	\$ 4,675,000	\$ 2,382,020	\$ 7,057,020
2014	5,040,000	2,008,161	7,048,161
2015	5,220,000	1,845,336	7,065,336
2016	5,335,000	1,713,006	7,048,006
2017	4,905,000	1,559,718	6,464,718
2018	5,050,000	1,413,120	6,463,120
2019	5,210,000	1,242,514	6,452,514
2020	5,440,000	1,076,510	6,516,510
2021	2,765,000	916,179	3,681,179
2022	2,570,000	794,167	3,364,167
2023	2,000,000	678,437	2,678,437
2024	2,090,000	584,818	2,674,818
2025	2,190,000	486,929	2,676,929
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
<b>TOTAL</b>	<b>\$ 60,250,000</b>	<b>\$ 17,694,665</b>	<b>\$ 77,944,665</b>

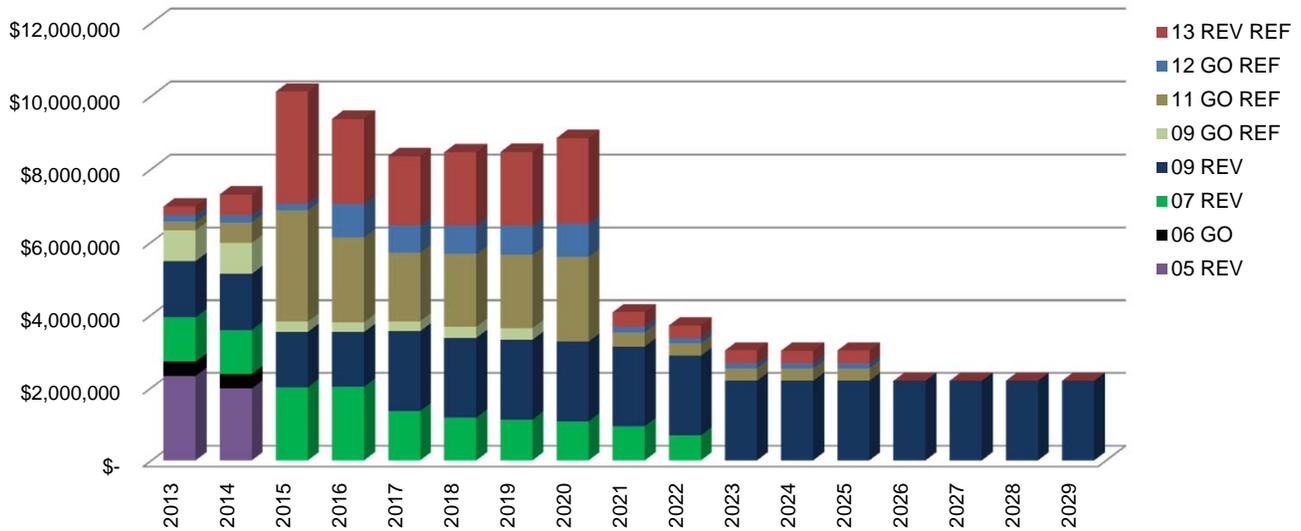
### UTILITY DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



**UTILITY DEBT OBLIGATIONS BY DEBT ISSUANCE - TOTAL**

FISCAL YEAR	2005 REVENUE BONDS	2006 GENERAL OBLIGATION	2007 REVENUE BONDS	2009 REVENUE BONDS	2009 GENERAL OBLIGATION	2011 GENERAL OBLIGATION	2012 GENERAL OBLIGATION	2013 REVENUE BONDS
2013	\$ 2,320,356	\$ 387,900	\$ 1,221,013	\$ 1,543,288	\$ 845,575	\$ 314,250	\$ 193,750	\$ 230,889
2014	1,974,000	397,800	1,210,813	1,538,088	852,938	313,100	193,750	567,673
2015	-	-	2,009,813	1,521,500	284,400	-	193,750	3,055,873
2016	-	-	2,019,563	1,503,750	271,688	-	928,750	2,324,256
2017	-	-	1,359,813	2,188,600	273,288	-	756,650	1,886,368
2018	-	-	1,178,813	2,187,450	303,300	-	796,150	1,997,408
2019	-	-	1,124,013	2,188,900	321,300	-	805,000	2,013,302
2020	-	-	1,074,813	2,186,700	-	-	925,500	2,329,498
2021	-	-	939,800	2,187,500	-	-	165,375	388,504
2022	-	-	688,050	2,187,000	-	-	148,875	340,242
2023	-	-	-	2,188,000	-	-	147,500	342,937
2024	-	-	-	2,185,250	-	-	150,750	338,818
2025	-	-	-	2,188,750	-	-	148,625	339,554
2026	-	-	-	2,188,000	-	-	-	-
2027	-	-	-	2,188,000	-	-	-	-
2028	-	-	-	2,188,500	-	-	-	-
2029	-	-	-	2,189,250	-	-	-	-
<b>TOTAL</b>	<b>\$ 4,294,356</b>	<b>\$ 785,700</b>	<b>\$ 12,826,500</b>	<b>\$ 34,548,525</b>	<b>\$ 3,152,488</b>	<b>\$ 627,350</b>	<b>\$ 5,554,425</b>	<b>\$ 16,155,321</b>

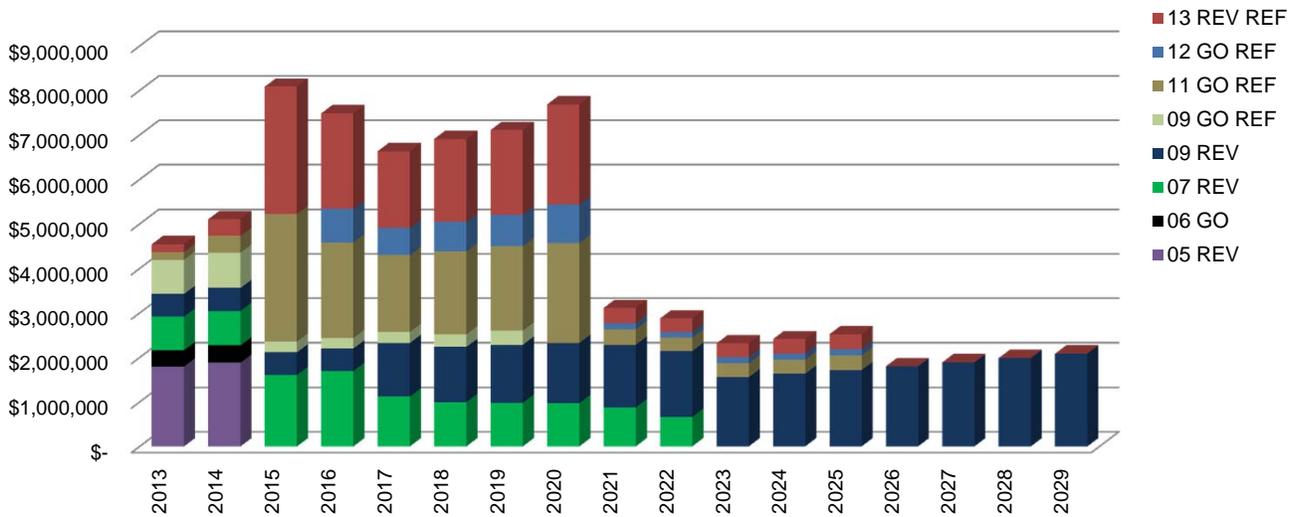
**UTILITY DEBT OBLIGATIONS BY YEAR AND ISSUANCE**



**UTILITY DEBT OBLIGATIONS BY DEBT ISSUANCE - PRINCIPAL ONLY**

FISCAL YEAR	2005 REVENUE BONDS	2006 GENERAL OBLIGATION	2007 REVENUE BONDS	2009 REVENUE BONDS	2009 GENERAL OBLIGATION	2011 GENERAL OBLIGATION	2012 GENERAL OBLIGATION	2013 REVENUE BONDS
2013	\$ 1,795,000	\$ 365,000	\$ 755,000	\$ 510,000	\$ 770,000	\$ 305,000	\$ -	\$ 175,000
2014	1,880,000	390,000	775,000	515,000	795,000	310,000	-	375,000
2015	-	-	1,605,000	510,000	240,000	-	-	2,865,000
2016	-	-	1,695,000	505,000	235,000	-	750,000	2,150,000
2017	-	-	1,120,000	1,205,000	245,000	-	605,000	1,730,000
2018	-	-	995,000	1,240,000	285,000	-	670,000	1,860,000
2019	-	-	980,000	1,305,000	315,000	-	710,000	1,900,000
2020	-	-	970,000	1,355,000	-	-	870,000	2,245,000
2021	-	-	875,000	1,410,000	-	-	135,000	345,000
2022	-	-	660,000	1,480,000	-	-	125,000	305,000
2023	-	-	-	1,555,000	-	-	130,000	315,000
2024	-	-	-	1,630,000	-	-	140,000	320,000
2025	-	-	-	1,715,000	-	-	145,000	330,000
2026	-	-	-	1,800,000	-	-	-	-
2027	-	-	-	1,890,000	-	-	-	-
2028	-	-	-	1,985,000	-	-	-	-
2029	-	-	-	2,085,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,675,000</b>	<b>\$ 755,000</b>	<b>\$ 10,430,000</b>	<b>\$ 22,695,000</b>	<b>\$ 2,885,000</b>	<b>\$ 615,000</b>	<b>\$ 4,280,000</b>	<b>\$ 14,915,000</b>

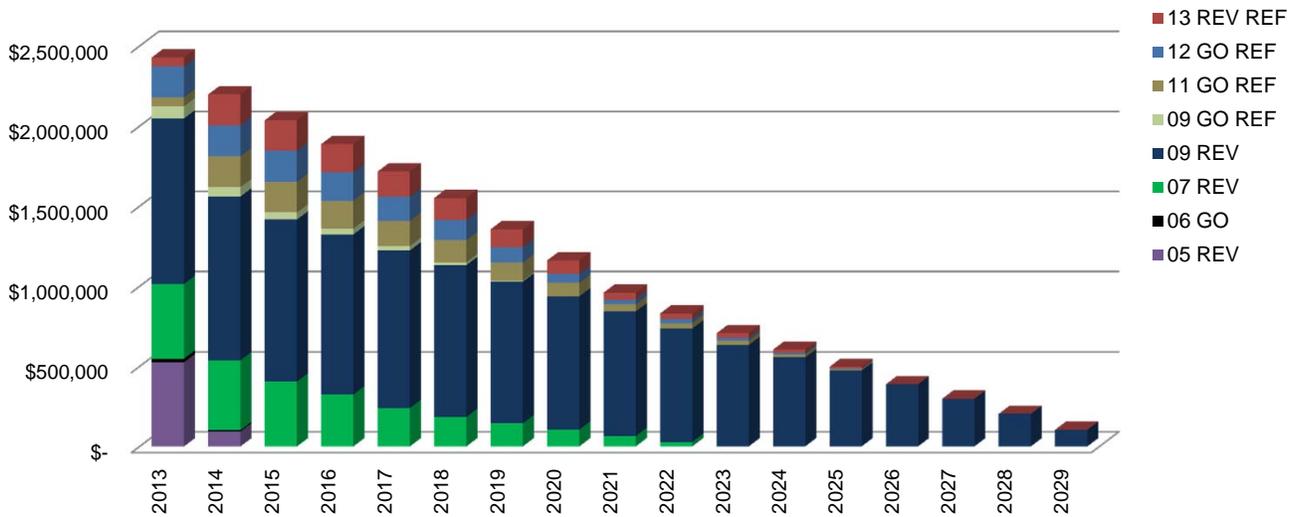
**UTILITY DEBT OBLIGATIONS BY YEAR AND ISSUANCE - PRINCIPAL ONLY**



**UTILITY DEBT OBLIGATIONS BY DEBT ISSUANCE - INTEREST ONLY**

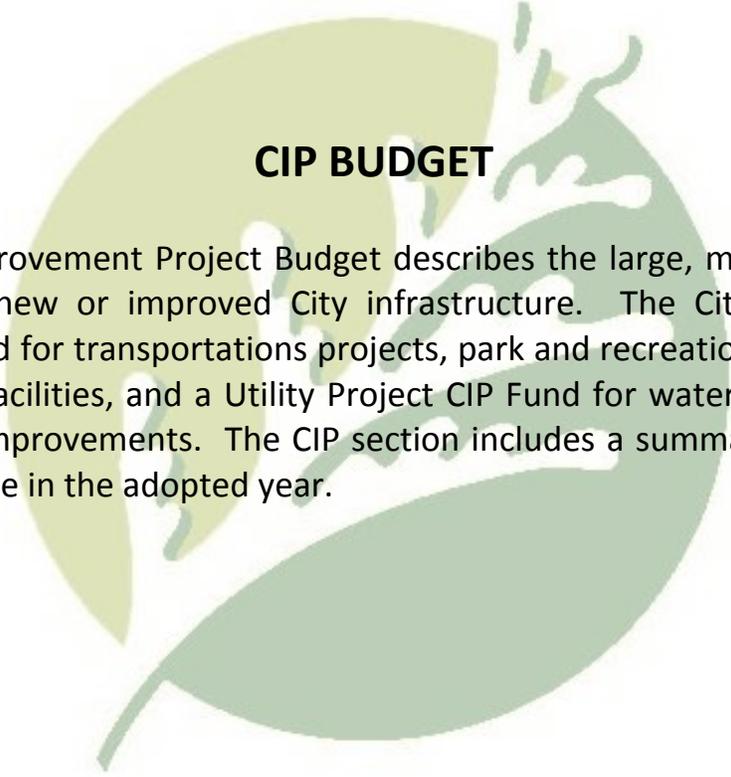
FISCAL YEAR	2005 REVENUE BONDS	2006 GENERAL OBLIGATION	2007 REVENUE BONDS	2009 REVENUE BONDS	2009 GENERAL OBLIGATION	2011 GENERAL OBLIGATION	2012 GENERAL OBLIGATION	2013 REVENUE BONDS
2013	\$ 525,356	\$ 22,900	\$ 466,013	\$ 1,033,288	\$ 75,575	\$ 9,250	\$ 193,750	\$ 55,889
2014	94,000	7,800	435,813	1,023,088	57,938	3,100	193,750	192,673
2015	-	-	404,813	1,011,500	44,400	-	193,750	190,873
2016	-	-	324,563	998,750	36,688	-	178,750	174,256
2017	-	-	239,813	983,600	28,288	-	151,650	156,368
2018	-	-	183,813	947,450	18,300	-	126,150	137,408
2019	-	-	144,013	883,900	6,300	-	95,000	113,302
2020	-	-	104,813	831,700	-	-	55,500	84,498
2021	-	-	64,800	777,500	-	-	30,375	43,504
2022	-	-	28,050	707,000	-	-	23,875	35,242
2023	-	-	-	633,000	-	-	17,500	27,937
2024	-	-	-	555,250	-	-	10,750	18,818
2025	-	-	-	473,750	-	-	3,625	9,554
2026	-	-	-	388,000	-	-	-	-
2027	-	-	-	298,000	-	-	-	-
2028	-	-	-	203,500	-	-	-	-
2029	-	-	-	104,250	-	-	-	-
<b>TOTAL</b>	<b>\$ 619,356</b>	<b>\$ 30,700</b>	<b>\$ 2,396,500</b>	<b>\$ 11,853,525</b>	<b>\$ 267,488</b>	<b>\$ 12,350</b>	<b>\$ 1,274,425</b>	<b>\$ 1,240,321</b>

**UTILITY DEBT OBLIGATIONS BY YEAR AND ISSUANCE - INTEREST ONLY**



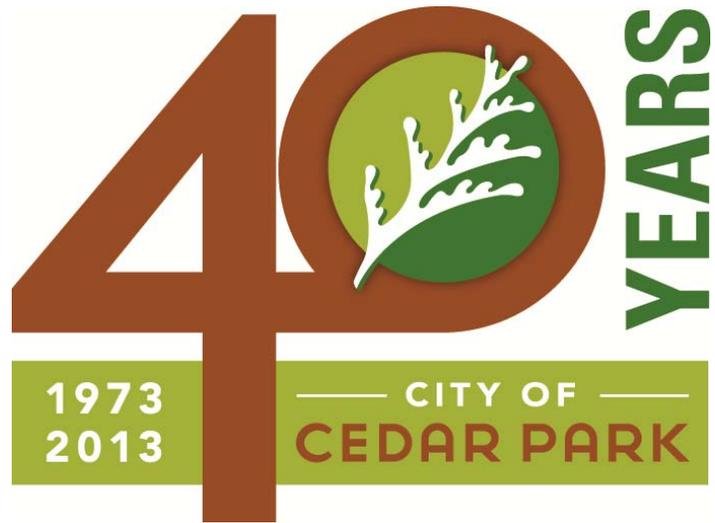


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## CIP BUDGET

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.



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<b>FY 2013-2014 GENERAL CAPITAL IMPROVEMENT PROJECTS</b>
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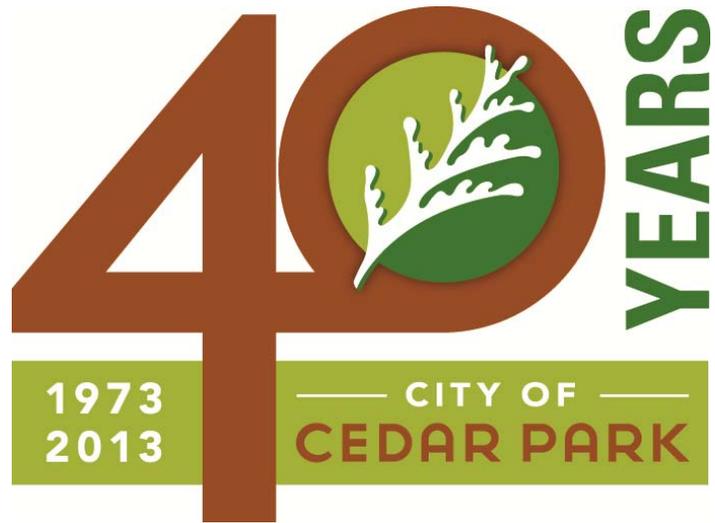
Project Name	Prior Funding	FY13 Funding	Total Funding to Date	FY 14 Funding	Project Life Budget
<b>PARKS</b>					
Brushy Creek Sports Park - Phases I, II & III	\$ 3,475,985	\$ -	\$ 3,475,985	\$ -	\$ 3,475,985
Veterans Memorial Park	6,491,486	-	6,491,486	-	6,491,486
Land Acquisition	2,050,000	-	2,050,000	-	2,050,000
Parks Maintenance Facility	157,500	-	157,500	1,842,500	2,000,000
Brushy Creek Sports Park - Skate park	550,000	-	550,000	-	550,000
Playground Shade Structures	-	225,000	225,000	-	225,000
Bike Feasibility Study	-	50,000	50,000	-	50,000
Veteran's Community Garden	-	25,000	25,000	-	25,000
Milburn Pool Valves	-	68,500	68,500	-	68,500
Resurface Milburn Pool	-	78,000	78,000	-	78,000
Playground Shade Structures Ph II	-	-	-	175,000	175,000
<b>TOTAL PARKS PROJECTS</b>	<b>\$ 12,724,971</b>	<b>\$ 446,500</b>	<b>\$ 13,171,471</b>	<b>\$ 2,017,500</b>	<b>\$ 15,188,971</b>
<b>TRANSPORTATION AND DRAINAGE</b>					
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
Discovery Blvd. (Loop to Walton Way)	300,000	-	300,000	-	300,000
Cottonwood Creek Trail (RM 1431 to New Hope Drive)	2,260,000	-	2,260,000	-	2,260,000
RM 1431 / (Parmer to Sam Bass)	2,400,000	(75,000)	2,325,000	21,000,000	23,325,000
Bagdad Road	4,230,000	350,000	4,580,000	-	4,580,000
BMC Drive Extension	1,000,000	-	1,000,000	-	1,000,000
183 right Turn Lanes at New Hope	250,000	-	250,000	-	250,000
Old ROW Acquisition	750,000	-	750,000	-	750,000
RM 1431 Left Turn Lanes	-	50,000	50,000	-	50,000
Gateway Entry Signs	-	200,000	200,000	-	200,000
1431 Sidewalk & Bridge	-	377,000	377,000	-	377,000
Sidewalk Gap Closure Phase 2 Project	-	100,000	100,000	-	100,000
Transportation Master Plan	-	75,000	75,000	-	75,000
Fire Lane Street Repair	-	75,200	75,200	-	75,200
Pavement Condition Study	-	75,000	75,000	-	75,000
Traffic Signal VES	-	35,000	35,000	-	35,000
Anderson Mill Road	-	-	-	1,994,600	1,994,600
Little Elm Trail	-	-	-	550,000	550,000
<b>TOTAL TRANSPORTATION AND DRAINAGE PROJECTS</b>	<b>\$ 19,021,409</b>	<b>\$ 1,262,200</b>	<b>\$ 20,283,609</b>	<b>\$ 23,544,600</b>	<b>\$ 43,828,209</b>
<b>MUNICIPAL PROJECTS</b>					
City-Hall Campus	\$ 5,500,000	\$ -	\$ 5,500,000	\$ -	\$ 5,500,000
Fire Station #5	590,000	-	590,000	-	590,000
Fire Station #2 Roof Repairs	318,520	-	318,520	-	318,520
Public Safety Technology Project	855,000	-	855,000	-	855,000
Fuel Pumps	63,971	-	63,971	-	63,971
Library Access Control	9,517	-	9,517	-	9,517
Old PD Demo	-	55,635	55,635	-	55,635
Retail Parking Lot Improvements	-	100,000	100,000	-	100,000
PD/Court Surveillance System	-	63,370	63,370	-	63,370
EOC Protective Shutter	-	25,000	25,000	-	25,000
Library Surveillance System	-	17,797	17,797	-	17,797
Fire Station #3 Repairs	-	200,000	200,000	200,000	400,000
<b>TOTAL MUNICIPAL PROJECTS</b>	<b>\$ 7,337,008</b>	<b>\$ 461,802</b>	<b>\$ 7,798,810</b>	<b>\$ 200,000</b>	<b>\$ 7,998,810</b>
<b>TOTAL ALL GENERAL PROJECTS</b>	<b>\$ 39,083,388</b>	<b>\$ 2,170,502</b>	<b>\$ 41,253,890</b>	<b>\$ 25,762,100</b>	<b>\$ 67,015,990</b>



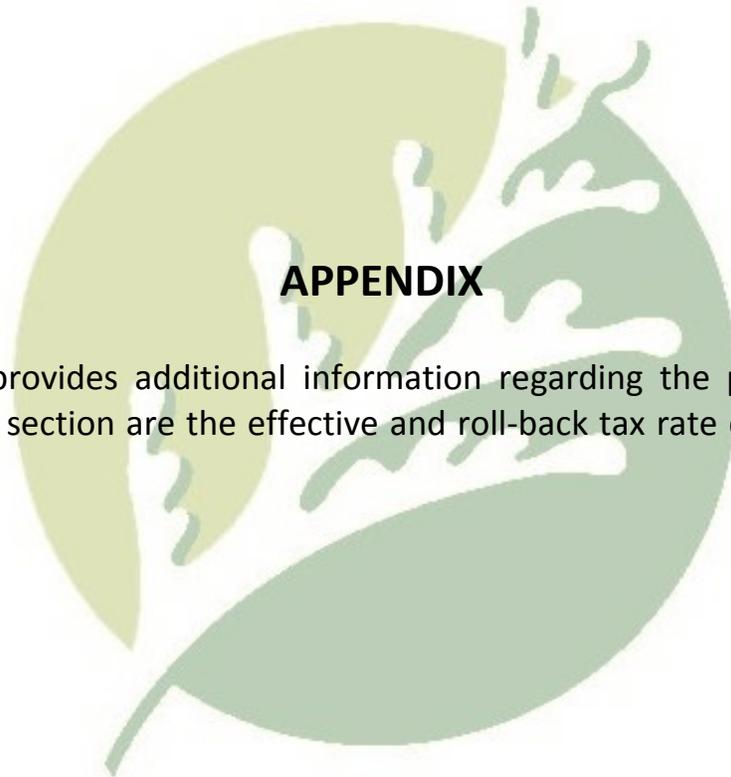
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<b>FY 2013-2014 UTILITY CAPITAL IMPROVEMENT PROJECTS</b>
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Project Name	Prior Funding	FY13 Funding	FY 14 Funding	Future Funding	Project Life Budget
<b>BCRUA DEBT</b>					
BCRUA Phase I	\$ 20,243,228	\$ -	\$ -	-	20,243,228
BCRUA Phase II	-	-	-	40,000,000	40,000,000
<b>BCRUA DEBT TOTAL</b>	<b>\$ 20,243,228</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000,000</b>	<b>\$ 60,243,228</b>
<b>WATER PROJECTS - CIF FUNDED</b>					
BCRUA Phase II	\$ 350,000	\$ -	\$ -	-	350,000
New Hope Drive 183A to CR 185 Waterline	491,000	109,000	-	-	600,000
Purchase Leander 12" Waterline	-	-	325,000	-	325,000
<b>WATER PROJECTS - CIF FUNDED TOTAL</b>	<b>\$ 841,000</b>	<b>\$ 109,000</b>	<b>\$ 325,000</b>	<b>\$ -</b>	<b>\$ 1,275,000</b>
<b>WASTEWATER PROJECTS - CIF FUNDED</b>					
Cottonwood WW Interceptor	\$ 1,293,288	\$ -	\$ -	-	1,293,288
Ronald Reagan WW improvements	760,000	200,000	-	-	960,000
New Hope Drive 183A to CR 185 Wastewater	125,000	100,000	-	-	225,000
Spanish Oaks Interceptor	-	1,600,000	-	-	1,600,000
Spanish Oaks Interceptor - Ph II	-	-	300,000	1,600,000	1,900,000
Cottonwood WW Interceptor - Ph II	-	-	600,000	3,900,000	4,500,000
Ronald Reagan Westside	-	-	80,000	440,000	520,000
BCRWWS East Plant Re-Rate Improvements	-	-	600,000	-	600,000
<b>WASTEWATER PROJECTS - CIF FUNDED TOTAL</b>	<b>\$ 2,178,288</b>	<b>\$ 1,900,000</b>	<b>\$ 1,580,000</b>	<b>\$ 5,940,000</b>	<b>\$ 11,598,288</b>
<b>WATER PROJECTS</b>					
Service Center Expansion-Construction	3,844,000	-	-	-	3,844,000
Water Meter Program Update	2,720,551	250,000	200,000	-	3,170,551
SCADA Upgrades	500,000	-	500,000	-	1,000,000
Floating Raw Water Intake Contingency Project	5,236,000	2,800,000	600,000	-	8,636,000
Lakeline/Old Mill Waterline	210,000	40,000	-	-	250,000
Field Operation Misc Improvements	200,000	500,000	-	-	700,000
Brushy Creek Transmission Main	1,571,171	-	-	-	1,571,171
Water Treatment Rehab Engineering	-	201,900	-	-	201,900
2014 Water Tank Rehab	-	-	350,000	-	350,000
2014 WTP Rehab	-	-	1,750,000	-	1,750,000
<b>WATER PROJECTS TOTAL</b>	<b>\$ 14,281,722</b>	<b>\$ 3,791,900</b>	<b>\$ 3,400,000</b>	<b>\$ -</b>	<b>\$ 21,473,622</b>
<b>WASTEWATER PROJECTS</b>					
Cottonwood WW Interceptor	1,506,712	-	-	-	1,506,712
Buttercup Replacement	2,756,211	400,000	250,000	-	3,406,211
Garner Influent Line Replacement	115,000	-	-	-	115,000
BCRWWS West Plant Improvements	675,000	25,000	100,000	-	800,000
BCRWWS Interceptor and Inspections	-	150,000	-	-	150,000
WRF Air Rehab	-	-	100,000	700,000	800,000
Lobo LS Relief Tunnel Study	-	-	100,000	-	100,000
<b>WASTEWATER PROJECTS TOTAL</b>	<b>\$ 5,052,923</b>	<b>\$ 575,000</b>	<b>\$ 550,000</b>	<b>\$ 700,000</b>	<b>\$ 6,877,923</b>
<b>TOTAL WATER PROJECTS</b>	<b>35,365,950</b>	<b>3,900,900</b>	<b>3,725,000</b>	<b>40,000,000</b>	<b>82,991,850</b>
<b>TOTAL WASTEWATER PROJECTS</b>	<b>7,231,211</b>	<b>2,475,000</b>	<b>2,130,000</b>	<b>6,640,000</b>	<b>18,476,211</b>
<b>TOTAL UTILITY CIP</b>	<b>\$ 42,597,161</b>	<b>\$ 6,375,900</b>	<b>\$ 5,855,000</b>	<b>\$ 46,640,000</b>	<b>\$ 101,468,061</b>

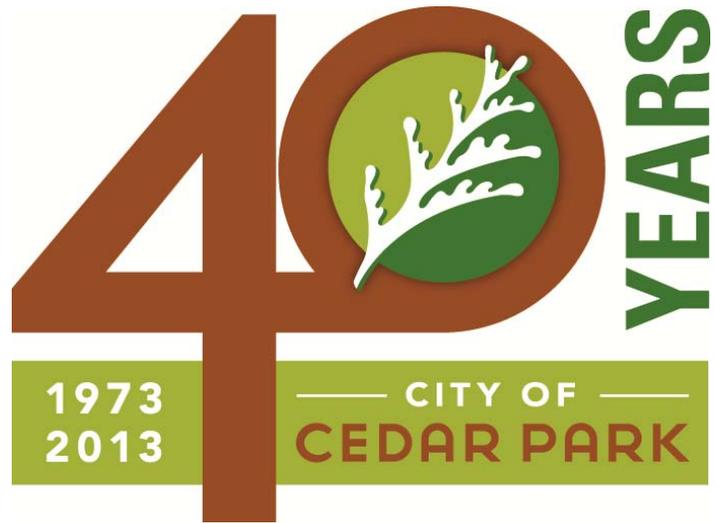


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## **APPENDIX**

The appendix provides additional information regarding the proposed budget. Included in this section are the effective and roll-back tax rate calculations and a glossary.



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## 2013 Property Tax Rates in City of Cedar Park

This notice concerns 2013 property tax rates for City of Cedar Park. It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

### Last year's tax rate:

Last year's operating taxes	\$12,251,161
Last year's debt taxes	\$11,140,724
Last year's total taxes	\$23,391,885
Last year's tax base	\$4,502,902,571
Last year's total tax rate	0.493501/\$100

### This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$21,796,879
÷ This year's adjusted tax base (after subtracting value of new property)	\$4,545,216,742
= This year's effective tax rate	0.479556/\$100

### This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate and/or enhanced indigent health care expenditures)	\$11,205,723
÷ This year's adjusted tax base	\$4,545,216,742
= This year's effective operating rate	0.246538/\$100
× 1.08 = this year's maximum operating rate	0.266261/\$100
+ This year's debt rate	0.239661/\$100
= This year's rollback rate	0.505922/\$100

## Statement of Increase/Decrease

If City of Cedar Park adopts a 2013 tax rate equal to the effective tax rate of 0.479556 per \$100 of value, taxes would increase compared to 2012 taxes by \$ 522,633.

## Schedule A: Unencumbered Fund Balances:

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
M&O Fund	13,727,483
I&S Fund	4,518,880

## Schedule B: 2013 Debt Service:

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
2003 GO	205,000	3,639	0	208,639
2004 GO	345,000	18,289	0	363,289
2005 GO	2,845,000	71,125	0	2,916,125
2005 CO	125,000	39,554	0	164,554
2006 GO	705,000	683,680	0	1,388,680
2006 CO	160,000	24,200	0	184,200
2006 Tax Bonds	115,000	4,370	0	119,370
2007 GO	360,000	84,260	0	444,260
2007 Tax Bonds	70,000	106,673	0	176,673
2008 GO	910,000	787,105	0	1,697,105
2008 Tax Bonds	100,000	98,223	0	198,223
2009 GO	0	478,881	0	478,881
2009 GO Refunding	80,000	13,775	0	93,775
2011 GO	285,000	193,150	0	478,150
2012 GO	330,000	1,133,081	0	1,463,081
2013 GO	500,000	243,133	0	743,133
2014 GO	0	0	700,000	700,000
Total required for 2013 debt service				\$11,818,138
- Amount (if any) paid from funds listed in Schedule A				\$427,900
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2013				\$11,390,238

+ Amount added in anticipation that the unit will collect only 100.000000% of its taxes in 2013	\$0
= Total Debt Levy	\$11,390,238

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This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 904 S. Main St., Georgetown, TX 78626.

Name of person preparing this notice: Deborah M. Hunt, CTA

Title: Tax Assessor/Collector

Date prepared: July 30, 2013

# 2013 Effective Tax Rate Worksheet

## City of Cedar Park

See pages 13 to 16 for an explanation of the effective tax rate.

1.	<b>2012 total taxable value.</b> Enter the amount of 2012 taxable value on the 2012 tax roll today. Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in line 2) and the captured value for tax increment financing (will deduct taxes in line 14).	\$4,759,330,306
2.	<b>2012 tax ceilings.</b> Counties, Cities and Junior College Districts. Enter 2012 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0" if your taxing units adopted the tax ceiling provision in 2012 or prior year for homeowners age 65 or older or disabled, use this step.	\$255,421,761
3.	<b>Preliminary 2012 adjusted taxable value.</b> Subtract line 2 from line 1.	\$4,503,908,545
4.	<b>2012 total adopted tax rate.</b>	\$0.493501/\$100
5.	<b>2012 taxable value lost because court appeals of ARB decisions reduced 2012 appraised value.</b> A. Original 2012 ARB values: \$5,314,536 B. 2012 values resulting from final court decisions: - \$0 C. 2012 value loss. Subtract B from A.	\$5,314,536
6.	<b>2012 taxable value, adjusted for court-ordered reductions.</b> Add line 3 and line 5C.	\$4,509,223,081
7.	<b>2012 taxable value of property in territory the unit deannexed after January 1, 2012.</b> Enter the 2012 value of property in deannexed territory.	\$0
8.	<b>2012 taxable value lost because property first qualified for an exemption in 2012.</b> Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, "goods-in-transit" exemptions. A. Absolute exemptions. Use 2012 market value: \$406,289 B. Partial exemptions. 2013 exemption amount or 2013 percentage exemption times 2012 value: + \$5,914,221 C. Value loss. Add A and B.	\$6,320,510
9.	<b>2012 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2013.</b> Use only those properties that first qualified in 2013; do not use properties that qualified in 2012. A. 2012 market value: \$0 B. 2013 productivity or special appraised value: - \$0 C. Value loss. Subtract B from A.	\$0
10.	<b>Total adjustments for lost value.</b> Add lines 7, 8C and 9C.	\$6,320,510

## 2013 Effective Tax Rate Worksheet (continued)

### City of Cedar Park

11.	<b>2012 adjusted taxable value.</b> Subtract line 10 from line 6.	\$4,502,902,571
12.	<b>Adjusted 2012 taxes.</b> Multiply line 4 by line 11 and divide by \$100.	\$22,221,869
13.	<b>Taxes refunded for years preceding tax year 2012.</b> Enter the amount of taxes refunded during the last budget year for tax years preceding tax year 2012. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2012. This line applies only to tax years preceding tax year 2012.	\$15,876
14.	<b>Taxes in tax increment financing (TIF) for tax year 2012.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2013 captured appraised value in Line 16D, enter "0."	\$440,866
15.	<b>Adjusted 2012 taxes with refunds.</b> Add lines 12 and 13, subtract line 14.	\$21,796,879
16.	<p><b>Total 2013 taxable value on the 2013 certified appraisal roll today.</b> This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in line 18). These homesteads includes homeowners age 65 or older or disabled.</p> <p>A. <b>Certified values</b> only: <span style="float: right;">\$5,008,028,725</span></p> <p>B. <b>Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: <span style="float: right;">+ \$0</span></p> <p>C. <b>Pollution control exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control property (use this line based on attorney's advice): <span style="float: right;">- \$280,197</span></p> <p>D. <b>Tax increment financing:</b> Deduct the 2013 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2013 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in line 21 below. <span style="float: right;">- \$93,004,833</span></p> <p>E. <b>Total 2013 value.</b> Add A and B, then subtract C and D. <span style="float: right;">\$4,914,743,695</span></p>	
17.	<p><b>Total value of properties under protest or not included on certified appraisal roll.</b></p> <p>A. <b>2013 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the district's value and the taxpayer's claimed value, if any or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value. <span style="float: right;">\$130,127,005</span></p>	

## 2013 Effective Tax Rate Worksheet (continued)

### City of Cedar Park

<b>17. (cont.)</b>	<p><b>B. 2013 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value. <span style="float: right;">+ \$0</span></p> <p><b>C. Total value under protest or not certified.</b> Add A and B. <span style="float: right;">\$130,127,005</span></p>	
<b>18.</b>	<b>2013 tax ceilings.</b> Enter 2013 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0." If your taxing units adopted the tax ceiling provision in 2012 or prior year for homeowners age 65 or older or disabled, use this step. <span style="float: right;">\$292,230,724</span>	
<b>19.</b>	<b>2013 total taxable value.</b> Add lines 16E and 17C. Subtract line 18. <span style="float: right;">\$4,752,639,976</span>	
<b>20.</b>	<b>Total 2013 taxable value of properties in territory annexed after January 1, 2008.</b> Include both real and personal property. Enter the 2013 value of property in territory annexed. <span style="float: right;">\$0</span>	
<b>21.</b>	<b>Total 2013 taxable value of new improvements and new personal property located in new improvements.</b> "New" means the item was not on the appraisal roll in 2012. An improvement is a building, structure, fixture or fence erected on or affixed to land. A transportable structure erected on its owner's land is also included unless it is held for sale or is there only temporarily. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the unit after January 1, 2012 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2013. New improvements do not include mineral interests produced for the first time, omitted property that is back assessed and increased appraisals on existing property. <span style="float: right;">\$207,423,234</span>	
<b>22.</b>	<b>Total adjustments to the 2013 taxable value.</b> Add lines 20 and 21. <span style="float: right;">\$207,423,234</span>	
<b>23.</b>	<b>2013 adjusted taxable value.</b> Subtract line 22 from line 19. <span style="float: right;">\$4,545,216,742</span>	
<b>24.</b>	<b>2013 effective tax rate.</b> Divide line 15 by line 23 and multiply by \$100. <span style="float: right;">\$0.479556/\$100</span>	

## 2013 Effective Tax Rate Worksheet (continued)

### City of Cedar Park

<b>25.</b>	<b>COUNTIES ONLY.</b> Add together the effective tax rates for each type of tax the county levies. The total is the 2013 county effective tax rate.	\$/\$100
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A county, city or hospital district that adopted the additional sales tax in November 2012 or in May 2013 must adjust its effective tax rate. *The Additional Sales Tax Rate Worksheet* on page 39 sets out this adjustment. Do not forget to complete the *Additional Sales Tax Rate Worksheet* if the taxing unit adopted the additional sales tax on these dates.

# 2013 Rollback Tax Rate Worksheet

## City of Cedar Park

See pages 17 to 21 for an explanation of the rollback tax rate.

26.	<b>2012 maintenance and operations (M&amp;O) tax rate.</b>	\$0.258464/\$100
27.	<b>2012 adjusted taxable value. Enter the amount from line 11.</b>	\$4,502,902,571
28.	<p><b>2012 M&amp;O taxes.</b></p> <p>A. Multiply line 26 by line 27 and divide by \$100. <span style="float: right;">\$11,638,382</span></p> <p>B. <b>Cities, counties and hospital districts with additional sales tax:</b> Amount of additional sales tax collected and spent on M&amp;O expenses in 2012. Enter amount from full year's sales tax revenue spent for M&amp;O in 2012 fiscal year, if any. Other units, enter "0." Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent. <span style="float: right;">+ \$0</span></p> <p>C. <b>Counties:</b> Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units, enter "0." <span style="float: right;">+ \$0</span></p> <p>D. <b>Transferring function:</b> If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units, enter "0." <span style="float: right;">+/- \$0</span></p> <p>E. Taxes refunded for years preceding tax year 2012: Enter the amount of M&amp;O taxes refunded during the last budget year for tax years preceding tax year 2012. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2012. This line applies only to tax years preceding tax year 2012. <span style="float: right;">+ \$8,207</span></p> <p>F. <b>Enhanced indigent health care expenditures:</b> Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance. <span style="float: right;">+ \$0</span></p>	

## 2013 Rollback Tax Rate Worksheet (continued)

### City of Cedar Park

<b>28. (cont.)</b>	<p><b>G. Taxes in tax increment financing (TIF):</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2013 captured appraised value in Line 16D, enter "0."</p> <p style="text-align: right;">- \$440,866</p> <p><b>H. Adjusted M&amp;O Taxes.</b> Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.</p>	\$11,205,723
<b>29.</b>	<p><b>2013 adjusted taxable value.</b> Enter line 23 from the Effective Tax Rate Worksheet.</p>	\$4,545,216,742
<b>30.</b>	<p><b>2013 effective maintenance and operations rate.</b> Divide line 28H by line 29 and multiply by \$100.</p>	\$0.246538/\$100
<b>31.</b>	<p><b>2013 rollback maintenance and operation rate.</b> Multiply line 30 by 1.08. (See lines 49 to 52 for additional rate for pollution control expenses.</p>	\$0.266261/\$100
<b>32.</b>	<p><b>Total 2013 debt to be paid with property taxes and additional sales tax revenue.</b> "Debt" means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the unit's budget as M&amp;O expenses.</p> <p>Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue (or additional sales tax revenue). Do not include appraisal district budget payments. List the debt in "Schedule B: Debt Service." If using unencumbered funds, subtract unencumbered fund amount used from total debt and list remainder.</p>	\$11,390,238
<b>33.</b>	<p><b>Certified 2012 excess debt collections.</b> Enter the amount certified by the collector.</p>	\$0
<b>34.</b>	<p><b>Adjusted 2013 debt.</b> Subtract line 33 from line 32.</p>	\$11,390,238
<b>35.</b>	<p><b>Certified 2013 anticipated collection rate.</b> Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.</p>	100.000000%
<b>36.</b>	<p><b>2013 debt adjusted for collections.</b> Divide line 34 by line 35.</p>	\$11,390,238
<b>37.</b>	<p><b>2013 total taxable value.</b> Enter the amount on line 19.</p>	\$4,752,639,976
<b>38.</b>	<p><b>2013 debt tax rate.</b> Divide line 36 by line 37 and multiply by \$100.</p>	\$0.239661/\$100
<b>39.</b>	<p><b>2013 rollback tax rate.</b> Add lines 31 and 38.</p>	\$0.505922/\$100

## 2013 Rollback Tax Rate Worksheet (continued)

### City of Cedar Park

<b>40.</b>	<b>COUNTIES ONLY.</b> Add together the rollback tax rates for each type of tax the county levies. The total is the 2013 county rollback tax rate.	\$/\$100
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A taxing unit that adopted the additional sales tax must complete the lines for the *Additional Sales Tax Rate*. A taxing unit seeking additional rollback protection for pollution control expenses completes the *Additional Rollback Protection for Pollution Control*.

## Additional Sales Tax Rate Worksheet

### City of Cedar Park

41.	Units that adopted the sales tax in August or November 2012, or in January or May 2013. Enter the Comptroller's estimate of taxable sales for the previous four quarters. Units that adopted the sales tax before August 2012, skip this line.	\$0
42.	<p>Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.</p> <p>UNITS THAT ADOPTED THE SALES TAX IN AUGUST OR NOVEMBER 2012, OR IN JANUARY OR MAY 2013. Multiply the amount on line 41 by the sales tax rate (.01, .005, or .0025, as applicable) and multiply the result by .95.</p> <p style="text-align: center;">-OR-</p> <p>UNITS THAT ADOPTED THE SALES TAX BEFORE AUGUST 2012. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.</p>	\$0
43.	2013 total taxable value. Enter the amount from line 37 of the <i>Rollback Tax Rate Worksheet</i> .	\$4,752,639,976
44.	Sales tax adjustment rate. Divide line 42 by line 43 and multiply by \$100.	\$0.000000/\$100
45.	2013 effective tax rate, unadjusted for sales tax. Enter the rate from line 24 or 25, as applicable, on the <i>Effective Tax Rate Worksheet</i> .	\$0.479556/\$100
46.	<p>2013 effective tax rate, adjusted for sales tax.</p> <p>UNITS THAT ADOPTED THE SALES TAX IN AUGUST OR NOVEMBER 2012, OR IN JANUARY OR MAY 2013. Subtract line 45 from line 46.</p> <p style="text-align: center;">-OR-</p> <p>UNITS THAT ADOPTED THE SALES TAX BEFORE AUGUST 2012. Enter line 46, do not subtract.</p>	\$0.479556/\$100
47.	2013 rollback tax rate, unadjusted for sales tax. Enter the rate from line 39 or 40, as applicable, of the rollback tax rate worksheet.	\$0.505922/\$100
48.	2013 rollback tax rate, adjusted for sales tax. Subtract line 44 from line 47.	\$0.505922/\$100

If the additional sales tax rate increased or decreased from last year, contact the Comptroller's office for special instructions on calculating the sales tax projection for the first year after the rate change.

## Additional Rollback Protection for Pollution Control Worksheet City of Cedar Park

<b>49.</b>	Certified expenses from TCEQ. Enter the amount certified in the determination letter from TCEQ. The taxing unit shall provide its assessor with a copy of the letter. See Part 3, the Rollback Rate, for more details.	\$0
<b>50.</b>	2013 total taxable value. Enter the amount from line 37 of the <i>Rollback Tax Rate Worksheet</i> .	\$4,752,639,976
<b>51.</b>	Additional rate for pollution control. Divide line 49 by line 50 and multiply by 100.	\$0.000000/\$100
<b>52.</b>	2013 rollback tax rate, adjusted for pollution control. Add line 51 to one of the following lines (as applicable): line 39, line 40 (counties) or line 48 (units with the additional sales tax).	\$0.505922/\$100

**2013 Notice of Effective Tax Rate  
Worksheet for Calculation of Tax Increase/Decrease**

**Entity Name:** City of Cedar Park

**Date:** 08/05/2013

<b>1.</b> 2012 taxable value, adjusted for court-ordered reductions. Enter line 6 of the Effective Tax Rate Worksheet.	\$4,509,223,081
<b>2.</b> 2012 total tax rate. Enter line 4 of the Effective Tax Rate Worksheet.	0.493501
<b>3.</b> Taxes refunded for years preceding tax year 2012. Enter line 13 of the Effective Tax Rate Worksheet.	\$15,876
<b>4.</b> Last year's levy. Multiply Line 1 times Line 2 and divide by 100. To the result, add Line 3.	\$22,268,937
<b>5.</b> 2013 total taxable value. Enter Line 19 of the Effective Tax Rate Worksheet.	\$4,752,639,976
<b>6.</b> 2013 effective tax rate. Enter line 24 of the Effective Tax Rate Worksheet or Line 47 of the Additional Sales Tax Rate Worksheet.	0.479556
<b>7.</b> 2013 taxes if a tax rate equal to the effective tax rate is adopted. Multiply Line 5 times Line 6 and divide by 100.	\$22,791,570
<b>8.</b> Last year's total levy. Sum of line 4 for all funds.	\$22,268,937
<b>9.</b> 2013 total taxes if a tax rate equal to the effective tax rate is adopted. Sum of line 7 for all funds.	\$22,791,570
<b>10.</b> Tax Increase (Decrease). Subtract Line 8 from Line 9.	\$522,633

## 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.

## BUDGET GLOSSARY

**Base Budget:** Refers to a departmental operating budget minus personnel and VES contribution.

**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.

**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.

**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.

**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.

**Expenditures:** If accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid. If they are kept on the cash basis, the term covers only actual disbursements for these purposes. (Note: An encumbrance is not expenditure. An encumbrance reserves funds to be expended.)

**Expense:** 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 signifying the beginning and ending period for recording financial transactions of the City. The City of Cedar Park's fiscal year begins each October 1<sup>st</sup> 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  $\frac{1}{4}$  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:** Bonds backed by the full faith and credit of the City. See Full Faith and Credit.

**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.

**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.

## 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



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