

Notice of Meeting of the Governing Body of the City of Georgetown, Texas JULY 28, 2015

The Georgetown City Council will meet on JULY 28, 2015 at 4:00 P.M. at the City Council Chambers, 101 E. 7th St., Georgetown, Texas

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, least four (4) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 113 East 8th Street for additional information; TTY users route through Relay Texas at 711.

Policy Development/Review Workshop -

- A Workshop overview, discussion and possible action regarding the FY 2015/16 City of Georgetown Budget and Tax Rate -- David S. Morgan, City Manager and Micki Rundell, Chief Financial Officer
- B Medical Transfer Services Franchise Agreement Review -- John Sullivan, Fire Chief

Executive Session

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the items listed below will be discussed in closed session and are subject to action in the regular session.

- C **Sec. 551.071: Consultation with Attorney**
 - Advice from attorney about pending or contemplated litigation and other matters on which the attorney has a duty to advise the City Council, including agenda items
- Sec. 551.074: Personnel Matters**
 - City Manager, City Attorney, City Secretary and Municipal Judge: Consideration of the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal

Adjournment

Certificate of Posting

I, Jessica Brettle, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 113 E. 8th Street, a place readily accessible to the general public at all times, on the ____ day of _____, 2015, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Jessica Brettle, City Secretary

City of Georgetown, Texas
City Council Agenda
July 28, 2015

SUBJECT:

Workshop overview, discussion and possible action regarding the FY 2015/16 City of Georgetown Budget and Tax Rate -- David S. Morgan, City Manager and Micki Rundell, Chief Financial Officer

ITEM SUMMARY:

On July 28th, city staff will provide an overview of the proposed City of Georgetown FY 2015/16 Budget and receive feedback and direction from the City Council. This is a follow up session to the July 16-17, 2015 City Council workshops regarding the City of Georgetown FY2015/16 budget considerations. Discussion on the 2015 tax rate will also occur, providing direction to staff to finalize the FY2015/16 Annual Budget.

The Proposed FY 2015-16 Annual Budget will be filed with the Office of the City Secretary on Friday, July 24th and will also be available on the City's website for public review at the following location:

<http://records.georgetown.org/weblink8/0/foi/443949/Row1.aspx>

FINANCIAL IMPACT:

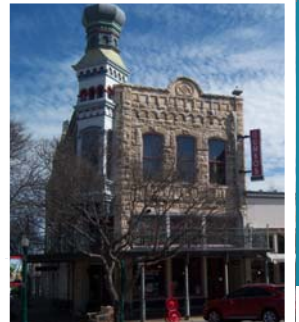
A financial overview will be included as part of the discussion.

SUBMITTED BY:

Shirley J. Rinn on behalf of David S. Morgan, City Manager

ATTACHMENTS:

[FY2016 Proposed Budget](#)



FISCAL YEAR

2016 PROPOSED BUDGET

CITY OF GEORGETOWN, TX

PROPOSED ANNUAL BUDGET FOR

October 1, 2015 – September 30, 2016

As filed with the City Secretary on July 25, 2015

This budget is projected to raise more revenue from property taxes than last year's budget an amount of \$2,176,447, which is a 10.5% increase from last year's budget. The property tax revenue to be raised from new property is \$1,049,698.

First reading of both the property tax and budget ordinances is scheduled August 25, 2015 at 6:00, at City Council Chambers, 101 E. 7th Street, Georgetown, TX

Property Tax Rate Comparison:

Per \$100 Valuation	FY2015	FY2016
Adopted/Proposed Tax Rate	\$ 0.43400	\$ 0.44195
Effective Tax Rate	0.42344	0.41715
Effective M&O Rate	0.24404	0.23108
Debt Tax Rate	0.22662	0.22684
Rollback Rate	0.45152	0.44222

Debt obligations for the City of Georgetown secured by property taxes: \$137,523,835

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City of Georgetown 2015-2016 Proposed Municipal Budget

City Council Budget Workshop
July 28, 2015



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Overview

- The City Council completed budget workshops on July 16th and 17th providing important feedback and direction to staff for developing the proposed budget.
- Following these workshops, city staff evaluated final revenue estimates and expenditure projections for FY 2015/16 and included the City Council's feedback to develop the City Manager's Proposed Budget.
- The proposed budget was filed with the City Secretary on Friday, July 24th in compliance with the City Charter.

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Overview

- Today's plan is to review the key elements of the proposed FY 2015/16 budget. The presentation will be built on the information we reviewed during the July 16th and 17th workshops and incorporating the City Council's feedback and other minor updates.
- We will review the major funds and highlight changes for next fiscal year.

Budget Adoption Schedule

- The following key dates are the planned budget review/adoption schedule:
 - July 28th: City Manager's Proposed Budget Overview
 - July 28th: Set the Maximum Tax Rate and Hearing Schedules
 - August 11th: 1st Public Hearing on the Budget and Tax Rate
 - August 18th: 2nd Public Hearing on the Budget and Tax Rate
 - August 25th: 1st Reading of the Budget Ordinance
 - September 8th: 2nd Reading of the Budget Ordinance

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Work in Progress

- 2015-16 Projects in Progress:
 - EMS Activation
 - Infrastructure Expansion/Maintenance
 - Downtown Parking Study/Improvements
 - Downtown West Facility Planning
 - Park Planning: San Gabriel Park/Garey Park
 - 2015 Transportation Bond Approval/Implementation
 - Western District Merger
 - 100% Renewable Energy by 2017
 - West Side Service Center
 - New Customer Information System

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Major Impacts On the 2015-16 Budget

- Managing Growth
 - 7.6% growth in 2014; 11.4 new residents a day
 - The development pipeline shows the growth trend will continue
- Information Technology
 - Replacement of legacy systems no longer supported
 - Using technology to enhance service delivery
- Ongoing Maintenance of Infrastructure
 - Continued funding of Internal Service Funds for capital replacement and maintenance
 - Ongoing commitment to street maintenance

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Major Impacts On the 2015-16 Budget

- Key Service Investments
 - City of Georgetown EMS Activation
 - Western District Merger
 - CVB Service Delivery
 - Parks and Recreation Enhancements
- Preparing for our Future (Studies/Reviews)
 - Facility evaluations/studies
 - Surveying and Goal Setting

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Key Elements for the 2015-2016 Budget

- Proposed revenues for the FY 2015/16
Municipal Budget total \$263,847,004 with
proposed expenditures totaling **\$284,690,402**,
which represents a 23.2% increase over FY
2014/15
- General Fund:
 - The General Fund is proposed with total revenues
of \$52,846,194 and expenditures of **\$54,016,314**
which represents a 2.7% increase over FY 2014/15.

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Key Elements for the 2015-2016 Budget: General Fund

- Property Tax Valuations:
 - Total assessed valuation is on track to be \$5.8 billion, which is an overall increase of 11.2% increase over last year
 - New and annexed value represents \$203 million
 - Existing property increased 8.11% over last year
 - Frozen values increased 18.6% to \$1.96 billion, which represents 33% of our tax base
 - The average taxable home value increased \$21,231 over the past year to \$234,785 for 2015.

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Key Elements for the 2015-2016 Budget: General Fund

- Proposed Property Tax Rate:
 - The **proposed tax rate is \$0.44195** per \$100 valuation, which is an **increase of \$0.00795** over the 2014 Tax Rate. The affect on the average homeowner would be \$110.81 annually.
 - This tax rate includes necessary funding for proposed operations and the standard debt plan, which requires a rate of \$0.42600 (\$0.008 reduction over the 2014 Tax Rate).
 - The proposed tax rate also includes the sale of \$11.7 million of voter approved debt for the Road Bond and the first phase of the San Gabriel Park improvements. The tax rate impact for this strategy is \$0.01595.

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Key Elements for the 2015-2016 Budget: General Fund

- Sales Tax
 - Sales tax is estimated at \$11,587,812 for FY 2015/16
 - The 2015/16 budget projection for sales tax represents a 2.5% increase over year-end reflecting the slowing growth trend we are currently experiencing

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Key Elements for the 2015-2016 Budget: General Fund

- Utility Return on Investment (ROI)
 - The proposed budget includes enhancing the calculation for Electric Utility ROI to be consistent with our ROI treatment in Water/Wastewater fund
 - The enhancement includes applying a 7% ROI to the base rate revenue in the electric fund for the current fiscal year and for 2015-2016 fiscal year
 - Total City Utility ROI is estimated at \$7.4M for FY 2015/16

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Key Elements for the 2015-2016 Budget: General Fund

- Revenue Adjustments (post workshops):
 - City staff have identified \$269K in additional estimated revenue above the totals provided in the July 16th and 17th budget workshops.
 - These include planning fees, franchise fees, rents, pool revenue, ballfield revenue, tap fees, transfer station revenue and liquor taxes
 - Reduction of \$140,000 for decrease in ESD contract
 - Reduction of \$200,000 in property tax due to \$100M valuation decrease after tax roll certification

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Key Elements for the 2015-2016 Budget: General Fund

- Expense Adjustments:
 - City staff have identified \$179K in adjustments to expenditures the totals provided in the July 16th and 17th budget workshops.
 - These include:
 - Phase market adjustments (January)
 - Phase new positions – librarian, inspectors
 - Increase vacancy factor by ½%

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Key Elements for the 2015-2016 Budget: General Fund

- Budget Expenditure variances 2015 to 2016
 - Salary variances in departments due to full year of compensation increases funded February 2016 and full year of funding for positions funded in current year
 - Planner *Records Management
 - Parks Maintenance *Code Enforcement
 - Sunday hours at Rec Center *Bldg Plans Examiner
 - Media specialist (video producer)

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Key Elements for the 2015-2016 Budget: General Fund

- Proposed FY 2015/16 Compensation and Benefits
 - 10% estimated increase in health insurance
 - STEP increases for civil service personnel (Police/Fire)
 - Market adjustments in public safety and other select employees in the General fund based on comparison city evaluations
 - 2% average merit increase
 - Proposed budget includes a vacancy factor of 1.5% based on historical trends

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Key Elements for the 2015-2016 Budget: General Fund

- Proposed FY 2015/16 Proposed New Staffing
 - Emergency Management Coordinator
 - School Resource Officer
 - 50% Cost sharing with GISD
 - Cataloging librarian
 - Combination building inspectors (2)
 - Ballfield Maintenance
 - 2 Part Time staff *supplies
 - Equipment

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Key Elements for the 2015-2016 Budget: General Fund

- Proposed FY 2015/16 Expenditures:
 - Regional SWAT Program
 - Additional Police Dept. software licensing
 - Police Dept. Data conversion
 - Bridge deicing program(street dept)
 - Newly adopted council compensation
 - Full year of Public Safety building operations
 - Adjustment of Street Maintenance to \$1 million
 - Will evaluate ability to enhance funding at mid-year
 - \$3.36M of funding inc. from ¼ cent street maint revenue
 - \$4.36 M total funding for street maintenance in 2016

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Key Elements for the 2015-2016 Budget: General Fund

- Proposed FY 2015/16 Expenditures:
 - Increased janitorial services from 3 days to 5 days
 - Citizen and Employee Survey
 - Strategic business planning for Planning Dept.
 - Historic Resource Survey (second year)
 - Williams Drive Corridor Study
 - Animal Shelter Master Plan
 - Council Goal Setting Facilitation and Implementation

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Key Elements for the 2015-2016 Budget: General Fund

- Projected Year-end Excess Fund Balance
 - The projected available fund balance above the necessary reserve contingencies is anticipated to be \$1,405,714.
 - \$815,714 of these funds are proposed to be transferred out of the General Fund to a Special Revenue Fund (SRF) to be used for one-time purchases at the discretion of the City Council.

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Key Elements for the 2015-2016 Budget: General Fund

- **Projected Year-end Excess Fund Balance**
 - \$260,000 of these funds are proposed to be used for new one time uses in the FY2015/16 proposed budget which include:
 - Parks Maintenance Enhancement
 - Williams Drive Corridor Study
 - Historic Resource Survey (Phase II)
 - Citizen/Employee Survey
 - City Council Visioning/Goal Setting
 - Planning Dept Strategic Business Plan
 - Animal Shelter Master Plan
 - Bridge De-icing Program
 - Art & Culture Promotion

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Key Elements for the 2015-2016 Budget: General Fund

- **Projected Year-end Excess Fund Balance**
 - \$230,000 of these funds are proposed to be used for necessary General Fund Contingency to meet our 90 day policy compliance.

Dedicated Council SRF	\$815,714
New One-Time Expenditures	\$260,000
Additional GF Contingency	\$230,000
Total:	\$1,405,714

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Key Elements for the 2015-2016 Budget: Utility Service Funds

- Electric Fund – variances 2015 to 2016
 - Service revenues increase 1.7%
 - Operating expenses increase 2.2%
 - Purchased Power costs decrease 8.2%
- Variances relate to increases in customers and weather pattern fluctuations

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Key Elements for the 2015-2016 Budget: Utility Service Funds

- Electric Fund – Proposed Expenditures
 - 100% “green” logo replacement
 - Energy Services Planner/Scheduler
 - Operations Maintenance Crew (4 FTE)
 - Safety and Training Specialist
 - System control center staffing (3)
 - Project Coordinator
 - Radio System enhancement
 - Sponsorship of holiday lighting

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Key Elements for the 2015-2016 Budget: Other Enterprise Funds

- Water Fund – variances 2015 to 2016
 - Base revenue growth of 6% due to customer growth
 - 9.1% increase in water operations
 - 3% increase in wastewater operations
 - Impact fees currently being evaluated
 - Public hearing scheduled for August 11

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Key Elements for the 2015-2016 Budget: Other Enterprise Funds

- Water Fund – Proposed Expenditures
 - Conservation Program
 - Irrigation and Landscape Rebates
 - Demonstration Gardens
 - Western District Meter Audit
 - Customer Information System
 - In house plant operations recommendation
 - Estimated \$5 million savings over 5 years

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Key Elements for the 2015-2016 Budget: Other Enterprise Funds

- Utility System (Water and Electric shared)–
Proposed Expenditures
 - Records Management – conversion
 - Temporary staffing – CIS project

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Key Elements for the 2015-2016 Budget: Other Enterprise Funds (Airport)

- Variances 2015 to 2016
 - Operating revenues to increase 14%
 - Increase in lease and tie-down rates
 - Increase in fuel margin
 - Operating expenses to increase 4%
 - Increases in maintenance as recommended

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FY2016 Annual Budget	GEORGETOWN EST. 1848 TEXAS
<h2>Key Elements for the 2015-2016 Budget: Other Enterprise Funds Airport</h2>	
<ul style="list-style-type: none"> • 2016 Enhancement considerations <ul style="list-style-type: none"> – Pavement management program – Part time positions (temporary) – Credit card fees – Foreign Object Debris Removal equipment 	

FY2016 Annual Budget	GEORGETOWN EST. 1848 TEXAS									
<h2>Key Elements for the 2015-2016 Budget: Other Enterprise Funds Airport</h2>										
<ul style="list-style-type: none"> • Fund Balance Projections: <table style="margin-left: 40px;"> <thead> <tr> <th></th> <th style="text-align: center;"><u>2015</u></th> <th style="text-align: center;"><u>2016</u></th> </tr> </thead> <tbody> <tr> <td>Weaver study</td> <td style="text-align: center;">(\$185K)</td> <td style="text-align: center;">(\$125K)</td> </tr> <tr> <td>Updated projections</td> <td style="text-align: center;">(\$107K)</td> <td style="text-align: center;">(\$14K)</td> </tr> </tbody> </table>			<u>2015</u>	<u>2016</u>	Weaver study	(\$185K)	(\$125K)	Updated projections	(\$107K)	(\$14K)
	<u>2015</u>	<u>2016</u>								
Weaver study	(\$185K)	(\$125K)								
Updated projections	(\$107K)	(\$14K)								
<ul style="list-style-type: none"> • With implementation of margin and rate increases, trend will continue towards a positive position in this fund 										

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Key Elements for the 2015-2016 Budget: Other Enterprise Funds Stormwater

- 2016 Proposed Budget:
 - Revenues are estimated to increase by 26.6% for FY2015/16 with a corresponding increase in operating expenses of 16.7%
 - Proposed rate increase of \$1.25/month
 - Funds MS4 permit requirements and other mandates

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Key Elements for the 2015-2016 Budget: Special Revenue Funds

- Tourism Fund/CVB/Hotel Occupancy Tax
 - Legally restricted to specific purposes including visitor center, promotion of tourism and culture and historic preservation
 - 2015 to 2016 revenue variances relate to new properties: Hampton Inn and Sheraton Georgetown Conference Center
 - Proposed FY2015/16 Expenditures:
 - Visitor Center part time staffing (.5)
 - Vehicle for CVB
 - Advertising
 - Special event shuttle

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Key Elements for the 2015-2016 Budget: Special Revenue Funds

- Street ¼ cent Sales Tax Fund
 - Legally restricted for street maintenance (streets in existence when tax was adopted)
 - Sunsets every 4 years unless readopted
 - \$2.76M in revenues projected for 2016
 - \$3.36 in projected expenditures for 2016

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Key Elements for the 2015-2016 Budget: Special Revenue Funds

- Main Street Façade Fund – accounts for grants distributed for business signage and building facades in the Downtown Overlay District, as well as donations/funds for special projects
 - Enhancement Considerations
 - Holiday Lighting (funded through Electric sponsorship to promote 100% Green Energy)
 - 8th Street Alley project – feasibility study
 - Funded through 2015 Table on Main fundraiser

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Key Elements for the 2015-2016 Budget: Internal Service Funds

- Joint Services Fund – 2015 to 2016 variance
 - Increased expenses for Information Technology allocations
 - Increases for Customer Care
 - Meter Data Management
 - Fees for bad debt and credit cards
 - Increased contract expenses- WCAD (Finance)

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Key Elements for the 2015-2016 Budget: Internal Service Funds

- Joint Services – Proposed Expenditures
 - Customer Care Staff (Western District)
 - Engineering support
 - Public Improvement inspector
 - Technology support
 - Engineering as-built plans records retention
 - Address validation system
 - Integrate Asset Management System with Laserfiche records management system

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Key Elements for the 2015-2016 Budget: Internal Service Funds			
•	Facilities Fund–Proposed Expenditures		
	– Vertical Lift (Lease)		
	– Moving expense – Planning to old Police Station		
•	Fleet Fund– Proposed Expenditures		
	– Additional Technician/Mechanic		
	– TRV maintenance		
•	Information Technology Fund – Proposed Expenditures		
	– Contract Management Software		
	– Backup and Disaster Recovery System		
	– Backup Internet line		
	– Cyber protection upgrade		
	– Email System Upgrade		
	– Parks and Recreation management software		

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Key Elements for the 2015-2016 Budget: Total Proposed Staff			
		Full Time	PT
•	General Fund:		
	– Emergency Management	1	
	– Ballfield Maintenance (Parks)		2 (1 FTE)
	– Police Officer – School Resource	1	
	– Librarian	1	
	– Building Inspectors	2	
•	Utilities:		
	– Electric	10	
	– Water	15	Plant Ops In-house
	– Engineering	2	(Joint Services)
	– Customer Care	1	(Joint Services)
	– Stormwater	2	
•	Fleet Fund	1	
•	Tourism/CVB Fund		2 (.5 FTE)
•	Total	36	4
•	37.5 Full time equivalent new positions		

Item # A

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FY2016 Annual Budget		GEORGETOWN TEXAS
Key Elements for the 2015-2016 Budget: Capital Improvement Projects		
• Downtown		
– Austin Ave \$675K	--Parking \$50K	
– Maintenance \$214,500		\$1,739,500
• Facilities ADA		\$242,000
• Downtown West (Phase I)		\$6,505,000
• Fire Station design		\$250,000
• GMC Remodel		\$1,900,000
• Parks ADA		\$150,000
• Garey Park (funded in phases)		\$3,000,000
• San Gabriel Park (phased)		\$2,700,000

FY2016 Annual Budget		GEORGETOWN TEXAS
Key Elements for the 2015-2016 Budget: Capital Improvement Projects		
• Electric Fund		\$4,958,000
• Water Services Fund		\$25,877,000
• Transportation		\$24,684,000
– Includes \$10M issued in October 2015		
– \$10M issued in Spring 2016		
– \$20M total - Southwest Bypass		
• Airport		\$20,000
• Stormwater		\$1,150,000

Item # A

2015/16 Proposed Debt

- ***2015A General Obligation Bonds - \$11,700,000***
 - Road Bonds and Phase I of San Gabriel Park Improvements issued in October included 2015 Tax Rate
- ***2016 General Obligation Bonds - \$13,000,000***
 - Garey Park - \$3M to begin construction
 - Road Bonds - \$10M to complete SW Bypass
 - Issued in April 2016 for 2016 Tax Rate for 2016/17

Future Tax Impacts

- **TAX YEAR 2015 funds 2015/16 Budget**
 - \$10M Road Bonds - \$0.013
 - \$1.7M San Gabriel Park (Phase I) - \$0.00295
 - Subtotal: \$0.01595

Proposed 2015 Tax Rate = \$0.44195

 - \$0.00795 > than 2014 rate of \$0.43400
- **TAX YEAR 2016 funds 2016/17 Budget**
 - Includes All PROPOSED 2016 GCP including \$13M of voter approved bonds in April 2016 for:
 - \$3M Garey Park
 - \$10M Road Bond (complete funding for SW Bypass)
 - ESTIMATED Potential Increase = \$0.025

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2015/16 Proposed Debt

- 2016 Certificates of Obligation - \$4,998,000 (net)
 - Drainage improvements
 - Austin Avenue Bridge Design
 - Transfer station & landfill repair
 - Facilities and ADA improvements
 - Public Safety vehicles
 - Technology equipment
 - GMC remodel
- 2016 Utility Revenue Bonds - \$9,805,000
 - SCADA & Substation improvements
 - Western District water improvements
 - Pecan Branch and Berry Creek interceptors

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Key Elements for the 2015-2016 Budget: Next Steps

- The proposed FY2015/16 Municipal Budget reflects the feedback and input from the City Council as well as the identification of needs/requests from city staff
- “Item E” on the City Council Regular Meeting Agenda tonight is consideration of establishing a proposed 2015 tax rate not to exceed amount and the public hearings for the tax rate and budget

Item # A

FY2016 ANNUAL BUDGET

The proposed City Manager's FY2016 Annual Budget totals \$284,690,402, which is a 23.2% increase of the FY2015 Adopted Budget of \$231,124,187. This increase is primarily due to increased General Capital Projects in FY2016, as well as, the inclusion of Rural Water operations in FY2016. The FY2016 Annual Budget includes several major General Obligation Bond funded projects including the Southwest Bypass, the first phase of Garey Park, and the first phase of the San Gabriel Park rehabilitation project. Also, the construction of the Downtown West facility project is also included.

The total FY2016 Contingency Reserve is set at \$22,330,000, which represents 75 days of citywide expenses, net of capital, transfers and debt service. This increase of \$3.5 million or 18.8% over FY2015 is due to the addition of Rural Water operations in the FY2016 Contingency calculation, as well as, overall increases in utility operations, compensation and health insurance. Included in the total reserve is \$7,925,000 within the General Fund, which represents 90 days of operational expense within the fund. This is a \$230,000 or 2.9% increase over FY2015.

Fund Name	FY2015 Ending FB	FY2016 Revenues	FY2016 Expenses	Contingency Amounts	Other Reservations	FY2016 Ending Available FB
General Fund	9,100,714	52,846,194	54,016,314	7,925,000	-	5,594
Special Revenue Funds - TOTAL	4,270,642	8,625,498	10,331,550	200,000	1,528,000	836,590
General Capital Projects Fund	5,689,710	34,030,500	37,394,549		2,325,000	661
General Debt Service Fund	1,493,107	12,854,559	12,810,464		1,369,380	167,822
Electric Fund	8,231,940	66,699,775	64,849,251	5,050,000	5,000,000	32,464
Water Services Fund	34,385,214	48,461,160	63,353,368	8,905,000	10,500,000	88,006
Stormwater Drainage Fund	1,013,361	3,731,620	3,975,461	250,000	500,000	19,520
Airport Fund	748,167	3,625,950	4,388,269	-		(14,152)
Internal Service Funds:						
Fleet ISF	1,007,770	4,550,244	4,491,878			1,066,136
Facilities ISF	507,960	3,220,867	3,317,274			411,553
Technology ISF	243,397	5,175,623	5,261,377			157,643
Joint Services ISF	378,092	14,670,514	14,944,887			103,719
Self-Insurance ISF	756,905	5,354,500	5,555,760	-	550,000	5,645
TOTAL APPROPRIATIONS	67,826,979	263,847,004	284,690,402	22,330,000	21,772,380	2,881,201

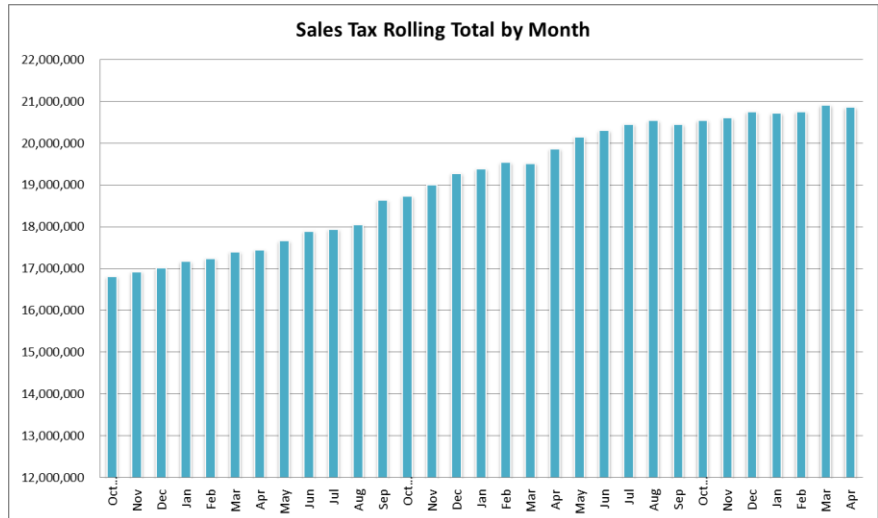
GENERAL FUND SUMMARY

The General Fund is used to account for resources traditionally associated with government, which are not required legally or by sound financial management to be accounted for in another fund.

FISCAL YEAR 2015

Total revenues are projected to be \$50,628,254, 2.19% higher than the current budget. The higher than expected revenue is primarily the result of increased Return on Investment (ROI) from the utilities funds. Electric ROI increases in 2015 with the recognition of 7% of base charge revenue. Previously, this portion of Electric revenue was not included in the annual ROI when the City went to the kWh method in 2013. This change is consistent with ROI calculations on both Water and Wastewater revenues. This change also helps in mitigating the on-going decline in sales tax revenue currently being experienced. Sales tax projections have been lower in the current fiscal due to slowing trend indicators.

Sanitation revenue is projected to be 4.36% higher than budgeted, which mirrors the City's overall growth trend. Other Revenues are projected to increase 6.27% in 2015, due growth related factors resulting in higher franchise fees from external utilities, and higher than anticipated development related revenues. In addition, one-time payments related to development agreements also contribute to the increase.



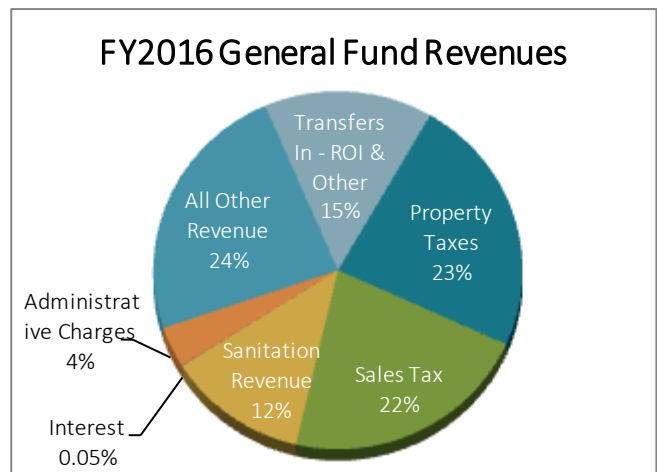
Total expenditures are projected to be \$51,944,185, 1.01% less than the current budget. The projected fund balance includes an adjustment for a ROI calculation error from the Electric Fund for Round Rock kWh, and includes \$251,928 reduction related to FY2014.

Total fund balance is projected to be \$9,100,714 as of September 30, 2015. This is greater than the policy requirement contingency of \$7,695,000. Fund balance over the policy required contingency is available to fund non-recurring expenditures in FY2016. The projected available balance minus reservations is \$1,405,714.

FISCAL YEAR 2016

Budgeted revenues for the recommended budget total \$52,846,194, which represents an increase of 4.38% over FY2015 Projections. The chart to the right identifies General Fund revenues by source.

Property tax revenue is budgeted at \$12,217,560. Due to higher valuation and new development, as well as, funding for recommended 2016 Enhancements, property tax revenue is budgeted to increase by 9.9% over year end projections; this increase is reflective of the overall increase in property valuations.



Assessed Valuation (AV) for 2015 totals \$5.84 billion, which includes nearly \$203 million of new and annexed property, net of new property included in Tax Increment Reinvestment Zone (TIRZ) districts. This is an overall increase in 11.2% over last year's AV of \$5.3 billion. Existing property increased over 8.11% in 2015.

Frozen property values continue to increase. For the 2015 tax year, frozen values increased 18.6% to \$1.96 billion. 33.3% of all property in the City is now "frozen," which is an increase of 2% over last year.

The average home taxable value in 2015 is \$234,785. The 2014 average taxable value was \$213,554. This 9.9% increase is slightly higher than the overall increase in existing values. Last year's property tax rate was \$0.43400, which represented a tax bill of \$926.82 for an average non-frozen tax payer in Georgetown

Property Tax Trend Analysis						
TAX YEAR	2010	2011	2012	2013	2014	2015 Proj/Recomm ended
Population	47,865	48,902	49,543	50,513	52,214	54,689
% Annual Growth	2.3%	2.2%	1.3%	2.0%	3.4%	4.7%
Total Assessed Valuation (final)	4,229,123,462	4,350,171,379	4,508,719,140	4,738,714,370	5,302,321,764	5,895,712,243
<i>Annual Inc in Total AV</i>		2.9%	3.6%	5.1%	11.9%	11.2%
New/Annexed Property	98,914,822	92,571,256	90,216,641	124,189,548	163,117,020	203,415,546
<i>Net of new property in TIRZ Districts</i>						
Existing Property Values (net PY New)		4,251,256,557	4,416,147,884	4,648,497,729	5,178,132,216	5,732,595,223
<i>% Change in Existing Values (inc TIRZ)</i>		0.52%	1.52%	3.10%	9.27%	8.11%
Frozen Property	(1,157,444,912)	(1,263,246,349)	(1,341,910,878)	(1,431,848,535)	(1,652,419,084)	(1,960,492,624)
<i>Annual Inc in Frozen</i>	2.4%	9.1%	6.2%	6.7%	15.4%	18.6%
TOTAL AV (NET OF FROZEN)	3,071,678,550	3,086,925,030	3,166,808,262	3,306,865,835	3,649,902,680	3,935,219,619
<i>Frozen as a % of Total AV</i>	27.4%	29.0%	29.8%	30.2%	31.2%	33.3%
TAX RATES:						Recommended 2015 Rate
I & S Rate	\$ 0.13635	\$ 0.16460	\$ 0.17363	\$ 0.22353	\$ 0.22662	\$ 0.22684
O & M Rate	\$ 0.21987	\$ 0.22290	\$ 0.23637	\$ 0.21597	\$ 0.20738	\$ 0.21511
TOTAL TAX RATE	\$ 0.35622	\$ 0.38750	\$ 0.41000	\$ 0.43950	\$ 0.43400	\$ 0.44195
<i>Effective Tax Rate (ETR)</i>	\$ 0.37954	\$ 0.36901	\$ 0.39752	\$ 0.41449	\$ 0.42344	\$ 0.41715
<i>% Change from ETR</i>	-6.55%	4.77%	3.05%	5.69%	2.43%	5.95%

Effective Tax Rate (ETR) is the rate needed to generate the same amount of property tax revenue earned last year, on the existing tax base this year. The intent is to determine what the tax rate would be for an existing homeowner to pay the same amount as that homeowner paid in taxes last year, thus factoring out increases in existing valuation. The flaw for the City in this calculation is the Frozen Valuation. In the ETR calculation, the Frozen Value is netted from the total AV in both the previous year and current year, thus any increase in Frozen Value has an impact to the calculation. The over \$300 million in new frozen value for 2015 directly impacts the City's Effective Tax Rate calculation. This year's ETR is \$0.41715.

FY2015 Proposed Tax Rate

This year's recommended tax rate is \$0.44195, which is 5.9% higher than the ETR, and is less than the 2015 Rollback Tax Rate of \$0.44222. This rate funds the recommended enhancements for General Fund services, as well as, additional debt service for a planned October 2015 bond issue. This \$11.7M bond issue will include \$10M of the 2015 Road Bond to partially fund the Southwest Bypass project, and \$1.7M of the 2008 Parks Bond to fund the first phase of the San Gabriel Park Rehabilitation project. The debt service for these bonds equates to \$0.01595, and is included in the 2015 recommended tax rate needed to fund the FY2016 Annual Budget.

The balance of the Southwest Bypass project will be funded with an additional \$10M in General Obligation Bonds that will be issued in May 2016, and impact the 2016 Tax Rate. Previously issued bond proceeds will fund the balance of the \$2.7M San Gabriel Rehabilitation Phase 1 project.

Proposed TAX RATE Impacts:					
<i>Certified Values</i>					
2015 Average Taxable Home Value	\$	234,785			
2014 Average Taxable Home Value	\$	213,554			
2014 Average Homeowner Tax Bill	\$	926.82		Increase	
			2015 Tax Bill	Over PY	Variance
2014 Adopted Tax Rate	\$	0.43400			
Effective Tax Rate	\$	0.41713	\$ 979.35	\$ 52.52	5.67%
Proposed Tax Rate	\$	0.44195	\$ 1,037.63	\$ 110.81	11.96%

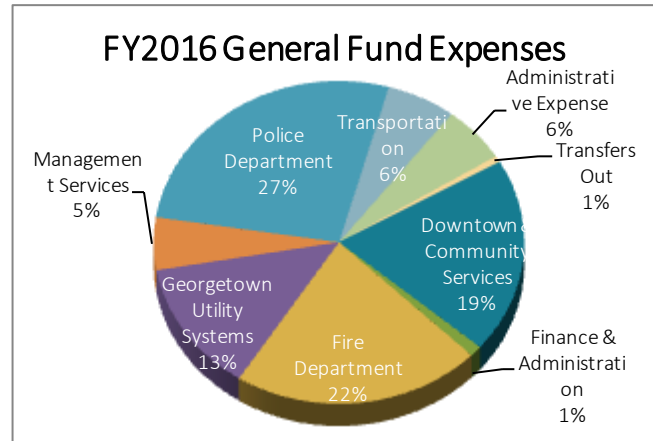
Sales tax revenue is budgeted at \$11,587,812. Financial modeling indicates the hyper growth trends seen in the FY2013 and FY2014 are slowing relative to sales tax. The FY2016 budget is based on a 2.5% increase over FY2015 YE Projections.

Other revenue is expected to remain relatively stable, assuming development related revenues continue to follow current trends, and growth continues within the utility service areas.

FY2015 Year End Available Fund Balance above the necessary reserve contingencies is anticipated to be \$1,405,714. Of that balance, \$260,000 will fund new one-time expenditures, with an additional \$230,000 being used to increase Contingency Reserves for the FY2016 budget. The remaining \$815,714 is being transferred to the City Council Discretionary Special Revenue Fund (SRF) to be reallocated after the YE2015 final audit.

FY2016 Proposed Budgeted expenses total \$54,016,314. Expenditure include a 10% increase in healthcare costs to offset an anticipated stop lost premium increase and police and fire step pay increases, \$285,000 for market adjustments including Public Safety, as well as \$100,810 for the employee merit pool per the Financial and Management Policy Guidelines. Major variances in the 2016 Budget base budget, before recommended enhancements, include:

- **Downtown & Community Services** budget variance is primarily related to the 10% increase in health insurance funding, as well as, full year staffing expenses. Increases in janitorial services are reflected in higher Building Internal Service Fund (ISF) expenses.
- **Fire Department** reflects costs associated with the full year funding of salaries and benefits in the 2016 base budget, which also includes Fire's compensation step increases. Additionally, increased ISF costs for building maintenance and technology also contribute to the increase.
- **Management Services** base budget for 2016 variance increases over 2015 increases in City Council compensation adopted in 2015 and recognition of full year funding costs for the Records Management Position mid-2015. These increases are offset by a decrease in the City Manager's Office due to one-time prior year expenses, as well as, the reassignment of the "City Manager Contingency Funds (\$10,000), which is used for small and unexpected expenses throughout the year, to the General Contracts Department. Previous examples of such uses include special studies, fee waivers and sponsorships.
- **Police Department** reflects costs associated with the full year funding of staffing and benefits, including step increases, in the 2016 base budget. 2016 also reflects the full year of costs associated with the 3 officers approved in the 2014/15 Annual Budget which were added during 2015. Additionally, increased ISF costs in building maintenance and technology due to the opening and operation of the Public Safety Operations & Training Center (PSOTC) are reflected in 2016.



Additional Proposed Enhancements include the following new positions and other one-time expenditures that are proposed to be added in the General Fund to address population growth demands or service delivery deficiencies and represent a total increase of \$750,063 to the recommended budget.

- **Two Combination Building Inspectors:** This recommendation adds two new inspectors which would allow the Inspection Services Department to keep up with the rapid growing number of construction inspections in the City Limits and the ETJ. The existing four inspectors have made an average of 32.5 inspections a day over the last year, which are 13.5 inspections over the recommended standard.
- **Librarian – Cataloging:** The library currently catalogs over 13,000 items per year and removes over 10,000 items per year. The City currently has 1.5 FTE's assigned to this task and have not been able to keep up with growing customer demand which is causing long wait times for customers to receive new materials.
- **Police School Resource Officer (SRO):** There are currently three SRO's assigned to the two high schools and Tippit Middle School. The SRO assigned to Tippit Middle School is also responsible for Forbes and Benold Middle Schools. During the 2014/15 school year calls for service at the three middle schools were: Tippit – 176; Benold – 73; and Forbes 73. This totaled 322 calls for service for one SRO and is much higher than the high school calls for service which total 223 at Georgetown High School and 201 at Eastview High School. In order to improve school safety at the middle schools city staff recommends adding an additional SRO assigned to both Benold and Forbes Middle Schools. Georgetown ISD is agreed to fund 50% of the expense for the SRO, including the necessary vehicle and equipment.
- **Emergency Management Coordinator:** As the third largest city in Williamson County, Georgetown has reached the point of warranting a dedicated full-time Emergency Management Coordinator. Currently emergency management services are part of the duties of the Assistant Fire Chief of Planning/Support. This civilian position would be responsible for developing and maintaining a comprehensive emergency plan that would provide a documented reference for the mitigation, preparedness, response and recovery from

recognized disaster emergency situations within the community. The position would coordinate planning efforts with other city department and community partners including appropriate tabletop exercises. The Emergency Management Coordinator would also garner valuable grant dollars that could help offset the cost of this position in the future.

- **Two Part-time Park Maintenance Workers – Ballfields:** The renovations to the ballfields at VFW Park as well as the McMaster Sports Complex will allow the City to enhance our ability to attract increased tournaments and league play. Enhanced maintenance is required in order to keep the ballfields at a complete level. The increasing number of tournaments will also provide an opportunity to attract additional visitors to Georgetown from out of town teams, which enhances “heads in beds” and strengthens sales tax and hotel/motel taxes. The additional part time maintenance workers will enable the City to keep the fields at the necessary maintenance levels.
- **City Council Goal Setting Facilitation & Implementation:** This recommendation includes funding for an external facilitator to work with the City Council in developing goals and strategies that can be implemented over the upcoming years.
- **Citizen Survey/Employee Survey:** This City has not conducted an external citizen satisfaction survey in several years. This program will fund a survey to provide the City Council with feedback on City services and programs that can be used in developing future budgets. In addition, an Employee Survey would also be undertaken to determine any underlying organizational or employee concerns.
- **Phase 2 of the Historic Resource Survey:** This is the needed funding to complete the project that begins later in 2015. The Historic Resource Survey was planned to be funded over 2 fiscal years.
- **Strategic Business Plan for the Planning Department:** With the hiring of a new Planning Director expected later in 2015, funds are requested to develop a strategic business plan for the department. This process would include creation of a departmental mission statement and other team building functions.
- **Regional SWAT Team:** This enhancement includes funding to allow participation in the Regional SWAT Team Program, along with the cities of Leander and City Park. Currently, such tactical training is included in the Police Department’s base budget. These base budget funds (\$20,000) would be added to this request to fund the City’s participation expense in the Regional team.
- **Bridge Deicing Program:** Currently, the Street Department uses gravel on City bridges during ices storms. This enhancement would use a different technique and material that does not degenerate the underlying bridge structure and does not have to be removed once the ice incident is over.
- **Williams Drive Corridor Study:** This enhancement, in conjunction with CAMPO, funds a planning study to develop a comprehensive transportation plan in the Williams Drive corridor of the City.
- **Increase Parks Maintenance Funding:** Previously, the City designated \$150,000 for on-going capital maintenance of the City’s parks. This item increases that allotment by \$50,000, bringing the total to \$200,000, to address continued maintenance of the City’s growing parks system.

All FY2016 General Fund Expenses total \$54,016,314 and represent an increase of 2.76% over the adopted FY2015 Budget. Included in this total is a \$815,714 transfer of FY2015 Projected Ending Fund Balance to the City Council Discretionary SRF. The net increase in FY2016 is 2.3%.

GENERAL FUND INCOME STATEMENT

The numbers displayed below are based on the City Manager's Recommended Budget; these numbers include the City Manager's recommended requested increases as well as any anticipated revenue increases.

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Budget
Revenues						
Property Taxes	9,536,267	11,109,039	11,114,039	12,217,560	-	12,217,560
Sales Tax	10,984,724	11,785,875	11,292,500	11,587,812	-	11,587,812
Sanitation Revenue	5,962,387	6,211,991	6,483,295	6,554,000	-	6,554,000
Interest	26,908	25,000	25,000	25,000	-	25,000
Administrative Charges	1,540,270	1,958,029	1,956,937	1,922,100	-	1,922,100
All Other Revenue	11,743,672	11,524,058	12,245,985	12,618,561	89,889	12,708,450
Transfers In - ROI & Other	6,964,508	6,925,516	7,510,498	7,821,272	10,000	7,831,272
Overall Total Revenues	46,758,736	49,539,508	50,628,254	52,746,305	99,889	52,846,194
Expenses - On-Going						
Downtown & Community Services	8,869,369	9,659,755	9,552,614	10,015,842	70,854	10,086,696
Finance & Administration	516,108	552,164	553,198	561,439	-	561,439
Fire Department	9,477,021	10,754,601	10,655,222	11,159,977	46,632	11,206,609
Georgetown Utility Systems	5,995,974	6,456,274	6,395,029	6,607,973	186,029	6,794,002
Management Services	2,428,020	2,385,212	2,318,326	2,331,583	30,000	2,361,583
Police Department	11,462,827	13,034,736	12,799,899	13,678,157	153,438	13,831,595
Transportation	4,285,067	3,108,128	2,948,699	3,137,882	-	3,137,882
Administrative Expense	2,692,152	3,087,145	3,131,266	2,962,577	-	2,962,577
Transfers Out	2,034,075	220,906	229,388	966,885	(15,000)	951,885
Total On-Going Expenses	47,760,613	49,258,921	48,583,641	51,422,315	471,953	51,894,268
Policy Compliance (Op Rev - Op Exp)	(1,001,877)	280,587	2,044,613			951,926
Expenses - One-Time-Only						
Downtown & Community Services		207,950	183,950	74,000	90,000	164,000
Fire Department		5,000	5,000	70,000	7,500	77,500
Management Services		452,893	452,893	410,049	30,000	440,049
Police Department		117,571	117,571	89,887	25,000	114,887
Transportation		1,703,730	1,533,730	1,000,000	50,000	1,050,000
Transfers Out		815,472	1,067,400	200,000	75,610	275,610
Total One-Time-Only Expenses	-	3,302,616	3,360,544	1,843,936	278,110	2,122,046
Overall Total Expenses	47,760,613	52,561,537	51,944,185	53,266,251	750,063	54,016,314
Beginning Fund Balance	11,418,522	10,803,212	10,416,645			9,100,714
Ending Fund Balance	10,416,645	7,781,183	9,100,714			7,930,594
Reservations						
Contingency	7,500,000	7,695,000	7,695,000			7,925,000
Available Fund Balance	2,916,645	86,183	1,405,714			5,594

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

Dept	Fund	Description	FTE	Personnel	Operations	Capital	Revenue Offset	2015/16 Total	2016/17 On-Going	Comments
Transportation Admi.	General	Williams Drive Corridor Study			50,000			50,000	-	
Administration	General	Historic Resource Survey Phase II			50,000			50,000		
City Manager Ofc	General	Council Visioning			20,000			20,000		
Emergency Svcs	General	Emergency Management Coordinator	1.0	45,582	2,620	37,000		85,202	105,973	Hire 5/1/2016
Emergency Svcs	General	Hazardous Materials			7,500			7,500	-	
Environmental	General	Environmental Staff Upgrade		11,420				11,419	11,419	Manage through HR Process
Inspection Svcs	General	Combination Building Inspectors	2.0	116,825	24,245	50,000		191,070	173,808	Hire 1/1/2016
Library	General	Librarian- Cataloging	1.0	35,864				35,864	71,730	Hire 4/1/2016
Parks	General	Park Maintenance Worker- Ball Fields Part-Time	1.0	15,899	23,375			39,274	35,174	1 FTE = 2 PT positions
Parks	General	Sport Field Maintenance Budget			9,850			9,850	9,850	
PIO	General	Citizen & Employee Survey			30,000			30,000		
Planning	General	Strategic Business Planning Central Texas Regional SWAT (CTRS) / Regional SWAT Initiative			10,000			10,000	-	\$20K in 2016
Police Admin	General	OSSI Additional Licenses (CAD/RMS)			44,000			44,000	7,040	Base Funded thru PSOTC
Police Ops	General	School Resource Officer	1.0	58,412	30,896	61,000	(84,889)	65,419	83,751	1/2 Funded by GISD; hire 1/1/16
Animal Svcs	General	Animal Shelter MasterPlan			25,000			25,000		
Streets	General	Bridge Deicing Program			5,400	15,000		20,400	200	
TOTAL GENERAL			6.0	284,002	337,386	163,000	(84,889)	699,498	523,445	

General Fund Revenue

	2014 Actual	Current Budget	FY2015 Projected	FY2016 Base	Proposed Enhancements	FY2016 Budget
0000						
4-0000-49-100 - TRF IN/7% UTILITY FUND	6,492,514	6,477,775	7,062,757	7,376,272	-	7,376,272
4-0000-49-103 - BALIFF, TRANSFER IN	20,000	20,000	20,000	20,000	-	20,000
4-0000-49-104 - TFR IN, FIRE HYDRANT	100,250	150,000	150,000	150,000	-	150,000
4-0000-49-106 - TRANSFER IN, JOINT SER	1,500	2,741	2,741	-	-	-
4-0000-49-107 - TRANSFER IN, HOT	-	-	-	-	10,000	10,000
4-0000-49-109 - TRANSFER IN, SRFS	75,244	-	-	-	-	-
4-0000-49-111 - TRF IN, UTILITY REPAIR	275,000	275,000	275,000	275,000	-	275,000
0000 Total	6,964,508	6,925,516	7,510,498	7,821,272	10,000	7,831,272
0001						
4-0001-40-100 - AD VALOREM TAX	9,411,873	10,964,039	10,964,039	12,067,560	-	12,067,560
4-0001-40-102 - AD VALOREM, DELINQUENT	47,484	70,000	70,000	70,000	-	70,000
4-0001-40-103 - AV JUDGEMENTS	-	-	-	-	-	-
4-0001-40-105 - SALES TAX	10,228,105	10,933,000	10,500,000	10,762,500	-	10,762,500
4-0001-40-106 - SALES TAX (PROP TAX RE	1,278,513	1,372,875	1,312,500	1,345,312	-	1,345,312
4-0001-40-107 - WOLF RANCH 53% 380 AG((495,638)	(500,000)	(500,000)	(500,000)	-	(500,000)
4-0001-40-108 - SALES TAX REBATES 380((26,256)	(20,000)	(20,000)	(20,000)	-	(20,000)
4-0001-40-202 - LIQUOR TAXES	115,675	115,000	120,000	140,000	-	140,000
4-0001-40-203 - SPECIAL AUTO INVENTORY	177,980	195,000	195,000	195,000	-	195,000
4-0001-41-100 - ELECTRICAL SYSTEM FRAN	1,665,540	1,761,889	1,716,724	1,812,405	-	1,812,405
4-0001-41-102 - WASTEWATER SYSTEM FRAN	290,250	278,550	273,769	281,982	-	281,982
4-0001-41-103 - WATER SYSTEM FRANCHISE	539,338	492,559	503,227	600,000	-	600,000
4-0001-41-104 - STORMWATER FRANCHISE	75,898	74,279	76,697	88,510	-	88,510
4-0001-41-105 - IRRIGATION FRANCHISE	6,918	17,250	5,954	6,133	-	6,133
4-0001-41-106 - RURAL WATER SYSTEM FRA	-	-	156,000	165,000	-	165,000
4-0001-41-201 - CABLE TV FRANCHISE	711,776	731,300	731,300	750,000	-	750,000
4-0001-41-202 - GAS FRANCHISE	431,393	480,000	566,000	600,000	-	600,000
4-0001-41-203 - TELEPHONE FRANCHISE	604,443	575,000	600,000	650,000	-	650,000
4-0001-41-204 - ELECTRIC FRANCHISE-TXU	153,344	150,000	150,000	175,000	-	175,000
4-0001-42-100 - ALLOCATED INTEREST	26,908	25,000	25,000	25,000	-	25,000
4-0001-42-151 - TAXES, P & I	76,910	75,000	80,000	80,000	-	80,000
4-0001-43-110 - SIP FEES, DEL WEBB	182,070	140,000	180,000	200,000	-	200,000
4-0001-43-111 - SIP FEES, LAREDO	27,090	20,000	30,000	50,000	-	50,000
4-0001-43-112 - SIP FEES, OAKS SG	5,040	-	-	-	-	-
4-0001-43-160 - MASTER DEVELOPMENT FEE	50,000	-	-	-	-	-
4-0001-43-176 - LIQUOR LICENSE PERMITS	735	2,400	2,400	2,400	-	2,400
4-0001-43-179 - PUBLIC ANNOUNCEMENT RE	14,540	15,000	15,000	15,000	-	15,000
4-0001-43-182 - GEDCO ADMIN CONTRACT R	6,534	83,100	83,100	83,100	-	83,100
4-0001-44-105 - MISCELLANEOUS REVENUE((221,057)	73,500	350,000	150,000	-	150,000
4-0001-44-230 - RENT ON BUILDINGS	2,401	4,000	4,000	4,000	-	4,000
4-0001-44-232 - RENT ON LAND	74,100	110,000	-	-	-	-
4-0001-44-361 - SALE OF PROPERTY	71,597	15,000	15,000	15,000	-	15,000
4-0001-45-100 - GRANT REVENUE	439,880	20,000	20,000	-	-	-
4-0001-45-101 - OTHER GRANT REVENUE	2,685	-	-	-	-	-
4-0001-48-100 - ADMINISTRATIVE CHARGES	1,540,270	1,958,029	1,956,937	1,922,100	-	1,922,100
0001 Total	27,516,339	30,231,770	30,182,647	31,736,002	-	31,736,002
0103						
4-0103-43-174 - FIRE INSPECTIONS & CO'	-	16,000	16,000	16,000	-	16,000
0103 Total	-	16,000	16,000	16,000	-	16,000
0104						
4-0104-43-120 - TAP FEE REVENUE	77,100	20,000	20,000	70,000	-	70,000
4-0104-43-162 - PERMITS-RESIDENTIAL	607,813	525,000	625,000	700,000	-	700,000
4-0104-43-163 - REMODEL-RESIDENTIAL	14,125	18,000	18,000	18,000	-	18,000
4-0104-43-170 - MISC CONST. & SIGN PER	208,803	225,000	225,000	225,000	-	225,000
4-0104-43-173 - PERMITS-COMMERCIAL	444,300	350,000	450,000	475,000	-	475,000
4-0104-43-174 - REMODEL - COMMERCIAL	22,368	20,000	24,000	25,000	-	25,000
4-0104-43-178 - REINSP. - RESIDENTIAL	-	2,500	20,000	20,000	-	20,000
4-0104-43-180 - REINSP - COMMERCIAL	50	-	-	-	-	-
4-0104-43-181 - ELEC/PLUMBING INSP-ETJ	86,323	30,000	95,000	105,000	-	105,000
4-0104-43-207 - ELECTRICAL LICENSE	8,235	20,000	20,000	20,000	-	20,000
4-0104-43-300 - CITY PROJECTS ((233)	-	-	-	-	-
0104 Total	1,468,884	1,210,500	1,497,000	1,658,000	-	1,658,000
0107						
4-0107-43-165 - PLANNING FEES	462,641	332,550	400,000	475,000	-	475,000
4-0107-43-167 - PLANNING FEE - NOTIFIC	825	1,000	1,000	1,000	-	1,000

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	2014 Actual	Current Budget	FY2015 Projected	FY2016 Base	Proposed Enhancements	FY2016 Budget
4-0107-43-186 - PLANNING FEE - PRINTIN	213	1,000	1,000	1,000	-	1,000
4-0107-43-203 - PLANNING TIA REVENUE	-	5,000	5,000	5,000	-	5,000
0107 Total	463,679	339,550	407,000	482,000	-	482,000
0210						
4-0210-44-203 - LIBRARY REGISTRATION F	34,208	32,000	32,000	37,000	-	37,000
4-0210-44-204 - LIBRARY FINES, ETC	23,688	20,000	20,000	25,000	-	25,000
4-0210-44-205 - COFFEE SHOP RENTAL	10,620	10,620	10,620	10,620	-	10,620
4-0210-44-206 - COFFEE SHOP FEES	784	1,000	1,000	1,000	-	1,000
4-0210-44-207 - LIBRARY ROOM RENTAL	15,720	15,000	18,000	18,000	-	18,000
0210 Total	85,020	78,620	81,620	91,620	-	91,620
0211						
4-0211-44-105 - MISC BALLFIELD REVENUE	17,916	13,500	18,000	15,000	-	15,000
0211 Total	17,916	13,500	18,000	15,000	-	15,000
0212						
4-0212-44-102 - COMMUNITY CENTER RENTA	61,015	60,000	60,000	60,000	-	60,000
4-0212-44-103 - COMMUNITY CENTER SECUR	6,680	4,500	4,500	4,500	-	4,500
4-0212-44-105 - MISCELLANEOUS REVENUE	4,465	6,000	6,000	6,000	-	6,000
4-0212-44-238 - FEE BASED AEROBIC REV	29,818	30,000	30,000	30,000	-	30,000
4-0212-44-239 - INSTRUCTIONAL PROGRAMS	183,119	175,000	175,000	195,000	-	195,000
4-0212-44-240 - RECREATION CENTER MEMB	649,956	720,000	720,000	720,000	-	720,000
4-0212-44-241 - POOL SWIM PASSES	14,228	10,000	10,000	10,000	-	10,000
4-0212-44-242 - SWIMMING CLASSES	50,719	50,000	60,000	55,000	-	55,000
4-0212-44-243 - DAY CAMPS	151,117	150,000	150,000	160,000	-	160,000
4-0212-44-244 - SPECIAL NEEDS CAMP REV	18,985	10,000	15,000	15,000	-	15,000
4-0212-44-245 - RESERVATIONS REVENUE	23,714	30,000	30,000	30,000	-	30,000
4-0212-44-246 - BALLFIELDS FEES	60,732	65,000	65,000	70,000	-	70,000
4-0212-44-248 - SPECIAL EVENTS RECREAT	19,348	15,000	20,000	15,000	-	15,000
4-0212-44-249 - OTHER RECREATION PROGR	15,842	30,000	30,000	20,000	-	20,000
4-0212-44-253 - OUTDOOR PROGRAM REVENU	26,886	40,150	40,150	30,000	-	30,000
4-0212-44-254 - CHALLENGE COURSE REVEN	35,630	30,000	30,000	30,000	-	30,000
4-0212-44-258 - TOURNAMENT REVENUE	9	10,000	10,000	10,000	-	10,000
4-0212-44-268 - ADULT LEAGUE PROGRAMS	49,405	70,000	70,000	65,000	-	65,000
4-0212-44-274 - PARK RENTALS	22,530	18,000	18,000	20,000	-	20,000
4-0212-44-275 - YOUTH LEAGUE	83,043	52,000	85,000	85,000	-	85,000
4-0212-44-279 - WILLIAMS DRIVE POOL RE	26,924	22,000	22,000	22,000	-	22,000
4-0212-44-280 - RIVER RIDGE POOL REVEN	4,623	6,000	6,000	6,000	-	6,000
4-0212-44-282 - VILLAGE POOL REVENUE	18,027	16,000	16,000	16,000	-	16,000
4-0212-44-351 - SWIM TEAM REVENUE	2,190	5,000	5,000	5,000	-	5,000
4-0212-44-356 - SR PROGRAM REVENUE	11,777	14,000	15,000	15,000	-	15,000
4-0212-44-379 - COMMUNITY ROOM RENTAL	3,768	4,000	4,000	4,000	-	4,000
4-0212-44-381 - SILVER SNEAKERS REVENU	19,331	18,000	20,000	20,000	-	20,000
4-0212-44-382 - WRITE-OFF PAST DUE ACC	1	-	-	-	-	-
4-0212-44-383 - TEEN CTR REVENUE	13,610	20,000	20,000	20,000	-	20,000
4-0212-44-385 - EVENT ROOM RENTALS	875	2,000	2,000	2,000	-	2,000
4-0212-44-386 - REC CTR POOL REVENUE	60,110	70,000	70,000	70,000	-	70,000
4-0212-44-387 - SPLASH POOL REVENUE	21,082	20,000	20,000	20,000	-	20,000
0212 Total	1,689,559	1,772,650	1,828,650	1,830,500	-	1,830,500
0213						
4-0213-44-242 - SWIMMING CLASSES	2,290	4,000	4,000	4,000	-	4,000
4-0213-44-244 - TENNIS CAMP REVENUE	46,610	55,000	55,000	60,000	-	60,000
4-0213-44-247 - POOL REVENUE	5,165	6,000	6,000	6,000	-	6,000
4-0213-44-252 - COURT FEES	7,867	10,000	10,000	11,500	-	11,500
4-0213-44-255 - TENNIS LESSONS	140,110	120,000	140,000	140,000	-	140,000
4-0213-44-257 - TENNIS MEMBERSHIPS	12,875	20,000	20,000	15,000	-	15,000
4-0213-44-259 - TENNIS LEAGUES	1,196	3,000	3,000	3,000	-	3,000
4-0213-44-260 - TENNIS TOURNAMENT	8,246	10,000	10,000	10,000	-	10,000
4-0213-44-266 - TENNIS- ADD'L REVENUE	5,431	8,000	8,000	8,000	-	8,000
4-0213-44-378 - PRO SHOP REVENUE	8,612	9,000	9,000	9,000	-	9,000
0213 Total	238,402	245,000	265,000	266,500	-	266,500
0316						
4-0316-40-170 - MUNICIPAL COURT FINES	592,285	700,000	550,000	600,000	-	600,000
4-0316-40-171 - PARKING TICKETS	5,856	6,000	6,000	10,000	5,000	15,000
4-0316-40-172 - COURT SECURITY FEES	576	1,500	1,500	1,500	-	1,500
0316 Total	598,717	707,500	557,500	611,500	5,000	616,500
0402						

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	2014 Actual	Current Budget	FY2015 Projected	FY2016 Base	Proposed Enhancements	FY2016 Budget
4-0402-44-230 - RENT ON BUILDINGS	120	120	120	120	-	120
0402 Total	120	120	120	120	-	120
0422						
4-0422-44-115 - ESD CONTRACT	1,484,552	1,600,000	1,600,000	1,460,000	-	1,460,000
0422 Total	1,484,552	1,600,000	1,600,000	1,460,000	-	1,460,000
0533						
4-0533-40-150 - GARBAGE REVENUE	5,803,568	6,061,991	6,288,295	6,367,000	-	6,367,000
4-0533-40-151 - GARBAGE MISC	365	-	-	-	-	-
4-0533-43-130 - CONNECT FEES	18,627	15,000	15,000	15,000	-	15,000
4-0533-44-107 - PENALTY	49,448	50,000	50,000	50,000	-	50,000
4-0533-44-200 - TRANSFER STATION REVEN	90,379	85,000	90,000	102,000	-	102,000
4-0533-44-232 - RENT ON LAND	-	-	40,000	20,000	-	20,000
0533 Total	5,962,387	6,211,991	6,483,295	6,554,000	-	6,554,000
0702						
4-0702-44-105 - MISCELLANEOUS REVENUE	3,570	2,750	2,750	2,750	-	2,750
4-0702-44-230 - RET ON BUILDINGS	-	-	-	17,000	-	17,000
0702 Total	3,570	2,750	2,750	19,750	-	19,750
0742						
4-0742-44-215 - GISD - HIGH SCHOOL OFF	123,494	119,966	114,099	119,966	84,889	204,855
0742 Total	123,494	119,966	114,099	119,966	84,889	204,855
0743						
4-0743-44-105 - ALARM PERMITS	72,475	60,000	60,000	60,000	-	60,000
4-0743-44-230 - POLICE REPORT REVENUE	1,997	1,200	1,200	1,200	-	1,200
0743 Total	74,472	61,200	61,200	61,200	-	61,200
0744						
4-0744-44-201 - ANIMAL SERVICES	2,210	2,000	2,000	2,000	-	2,000
0744 Total	2,210	2,000	2,000	2,000	-	2,000
0846						
4-0846-44-399 - BANNER REVENUE	1,000	875	875	875	-	875
0846 Total	1,000	875	875	875	-	875
Grand Total	46,694,829	49,539,508	50,628,254	52,746,305	99,889	52,846,194

ELECTRIC FUND

The Electric Fund is used to account for the revenues from all operating and maintenance activities of the utility and the expenses of the departments, which support those activities. This includes the Electric departments, purchased power costs, debt payments and capital projects. The fund also makes transfers out to the General Fund for the City's return on investment for the Electric utility.

FISCAL YEAR 2015

Total revenues are projected to be \$70,321,924, 2.95% lower than the current budget. The lower than expected revenue is primarily the result lower than projected sales due to the abnormally cool, wet weather in 2015.

Total expenditures are projected to be \$72,674,742, 3.84% less than the current budget. Most departments are expected to finish the current fiscal year within budget. The elimination of the solar farm CIP item originally budgeted in FY2015 is the primary factor for the decrease.

Total fund balance is projected to be \$8,231,940 as of September 30, 2015, which is equal to 12.74% of operating expenditures. The future fund balance target of \$14M, as identified per the 2013 rate study, is expected to be achieved by the end of FY17.

FY2015 is experiencing an abnormally mild year for temperatures which are negatively impacting revenues.

FISCAL YEAR 2016

Budgeted revenues total \$66.699.775. Overall, revenues are projected to decline by 5.15%. Primary sales are actually expected to grow by \$3.17M, but fewer bond proceeds in 2016 are the main variance factor in the overall fund revenue decrease. The chart to the right identifies General Fund revenues by source.

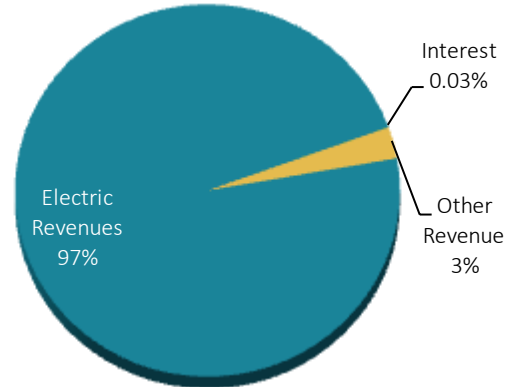
Budgeted expenses total \$65,346,407 and are expected to decrease by 10.08% from FY15 projections.

The decreases result from less CIP expense in 2016 and lower purchased power costs. The utility begins operating the Spinning Spur 3 wind farm as early as October of 2015.

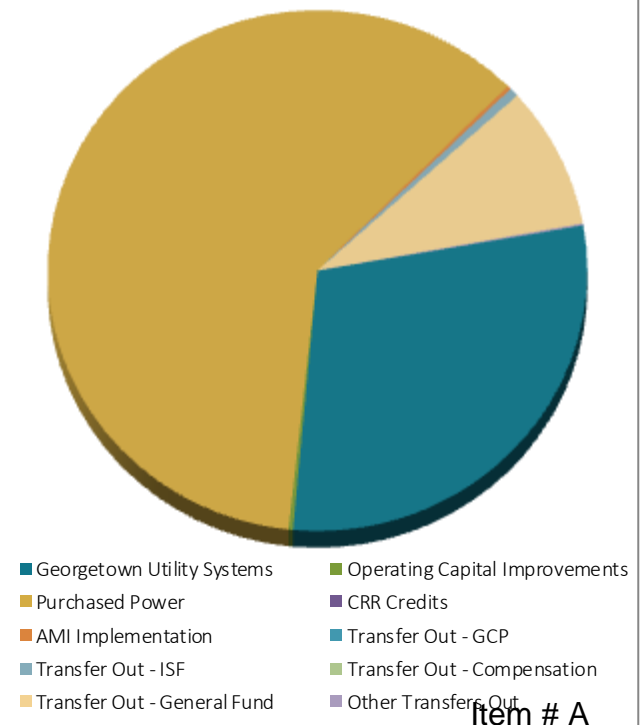
Recommended enhancements include 10 new FTE's to address system growth and operational needs, including an electric services scheduler and project manager to assist in providing reduced coverage to critical service needs. An additional safety training position is also added to manage on-going training and safety needs.

The utility is expected to review rates over the next 2 years to continue ensuring cost of service based funding.

FY2016 Electric Fund Operating Revenues



FY2016 Electric Fund Operating Expenses



Item # A

ELECTRIC FUND INCOME STATEMENT

The numbers displayed below are based on the City Manager's Recommended Budget.

Electric Fund	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Prop. Budget
Beginning Fund Balance	11,950,561	19,852,487	10,584,758	8,231,940		8,231,940
Operating Revenue						
Electric Revenues	58,017,664	62,318,107	60,229,896	63,400,000	-	63,400,000
Interest	21,280	26,000	16,928	17,425	-	17,425
Other Revenue	2,301,570	2,090,000	1,794,255	1,782,350	-	1,782,350
Interfund Transfers/Shared Svcs	-	2,305,917	2,557,845	-	-	-
Total Operating Revenue	60,340,514	66,740,024	64,598,924	65,199,775	-	65,199,775
Operating Expense						
Georgetown Utility Systems	12,033,524	15,237,776	15,164,109	14,878,765	773,414	15,652,179
Operating Capital Improvements	1,663,555	1,148,000	1,364,000	108,000	43,000	151,000
Purchased Power	38,384,323	37,073,038	37,073,038	34,000,000	-	34,000,000
CRR Credits	-	-	-	-	-	-
AMI Implementation	187,150	50,000	50,000	50,000	84,000	134,000
Transfer Out - GCP	-	-	-	-	-	-
Transfer Out - ISF	160,090	188,874	188,874	24,028	287,817	311,845
Transfer Out - Compensation	-	-	-	-	-	-
Transfer Out - General Fund	4,363,571	4,464,952	4,692,914	4,945,813	-	4,945,813
Other Transfers Out	69,108	69,108	69,108	69,108	-	69,108
Total Operating Expense	56,861,321	58,231,748	58,602,043	54,075,713	1,188,231	55,263,944
Available Fund Balance	15,429,754	28,360,763	16,581,639	19,356,001		18,167,770
Policy Compliance (Operating Revenues - Operating Expenses)				11,124,062		9,935,831
Non-Operating Revenue						
Bond Proceeds	5,765,000	5,723,000	5,723,000	1,500,000	-	1,500,000
Total Non-Operating Revenue	5,765,000	5,723,000	5,723,000	1,500,000	-	1,500,000
Non-Operating Expenses						
One-Time Programs						
Capital Improvements	8,265,239	13,683,000	10,413,000	5,998,000	100,000	6,098,000
AMI/FIS System						
Rollforward CIP						
Debt Payments	2,839,637	3,573,771	3,573,771	3,470,507	-	3,470,507
Debt Payments - New Debt						
Debt Issuance Costs	69,540	85,928	85,928	16,800	-	16,800
Total Non-Operating Expense	11,174,416	17,342,699	14,072,699	9,485,307	100,000	9,585,307
Ending Fund Balance	10,020,338	16,741,064	8,231,940	11,370,694		10,082,463
Adjustment and Reservations						
CAFR Adjustment	564,420	-	-	-	-	-
Rate Stabilization/Credit Reserve	4,492,324	3,000,000	1,940,118	5,000,000	-	5,000,000
Contingency	2,650,000	6,215,000	6,215,000	5,050,000	-	5,050,000
Available Fund Balance	3,442,434	7,526,064	76,821	1,320,694		32,463
Debt Compliance						
Coverage Compliance						10,004,939
CY Debt Service Requirement						3,470,507
Debt Coverage Ratio						2.88

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

Dept	Fund	Description	FTE	Personnel	Operations	Capital	Revenue Offset	2015/16 Total	2016/17 On-Going	Comments
Customer Care	Electric	GUS Logo Replacement - Vehicles, Letterhead, etc.			25,000			25,000		"100% Green" LOGO
Electric	Electric	Energy Services Planner/Scheduler	1.0	93,400	2,500			95,900	103,262	Hire 11/1/2015
Electric	Electric	Electric Operations Maintenance Crew	4.0	212,305	39,034	108,500		359,839	438,236	Hire 4/1/2016
Electric Admin	Electric	Utility Safety & Training Specialist	1.0	76,896	4,700			81,596	85,959	Hire 11/1/2015
Electric	Electric	New Senior Project Coordinator or Associate Project Coordinator Position	1.0	98,556	13,880	28,500		140,936	109,585	
Engineering	Electric	Phase Identification Tool			13,920			13,920	320	
Electric	Electric	Replacement of Project Coordinator								
Engineering	Electric	Holdover Pickup			6,087	28,500		34,587	6,087	
Electric-Sys Ops	Electric	System Control Center Staffing	3.0	220,251	9,385			229,636	335,936	Hire 2/1/2016
T&D Services	Electric	GUS Emergency Radio System			3,234	43,000		46,234	3,234	
		TOTAL ELECTRIC	10.0	701,408	117,740	208,500	-	1,027,648	1,082,619	
Customer Care	Water/ Elec	Temporary Staffing - CIS Project			84,000			84,000	84,000	
GUS Admin	Water/ Elec	GUS Records into Laserfiche			179,705			179,705	42,690	\$99,705 = 1X ONLY
GUS Admin	Water/ Elec	Department Collaboration and Division Management Portal using SharePoint			25,000			25,000	1,500	
		TOTAL WATER/ELEC	0.0	-	288,705	-	-	288,705	128,190	

CITY OF GEORGETOWN
BUDGET PROJECTION WORKSHEET
AS OF
7/24/2015

610-ELECTRIC FUND 0501-PRIMARY REVENUE	2013-14 ACTUAL	CURRENT YR BUDGET	Y-T-D ENC+ACTUAL	CURRENT YR PROJ/ACTUAL	MID-YEAR PROJECTIONS	2015-2016		2015-2016 BASE %	2015-2016 ADJ BASE	SVC LVLS & PROGRAMS TIER 1	SVC LVLS & PROGRAMS OTHER	2015-2016 BUDGET	2016-2017 BUDGET
						2015-2016 BASE	2015-2016 BASE BUDGET						
PRIMARY REVENUE													
4-0501-40-110	54,724,233	57,894,645	33,918,722	56,758,160	59,745,535	59,745,535	0%	59,745,535				59,745,535	62,167,396
ELECTRIC REVENUE-RR	3,305,414	4,423,462	2,170,346	3,428,266	3,608,707	3,608,707	0%	3,608,707				3,608,707	3,754,991
ELECTRIC PCA REVENUE	(15,697)	0	29,532	40,507	42,639	42,639	0%	42,639				42,639	44,367
ELECTRIC REV-RR PCA	3,714	0	2,435	2,963	3,119	3,119	0%	3,119				3,119	3,245
TOTAL PRIMARY REVENUE	58,017,664	62,318,107	36,121,035	60,229,896	63,400,000	63,400,000	0%	63,400,000	0	0	0	63,400,000	65,970,000
INTEREST & OTHER													
4-0501-42-100	19,847	26,000	3,677	7,355	7,575	7,575	0%	7,575				7,575	7,800
ALLOCATED INTEREST	0	0	2,029	1,222	1,250	1,250	0%	1,250				1,250	1,275
DIRECT INTEREST	1,433	0	6,080	8,351	8,600	8,600	0%	8,600				8,600	8,850
INTEREST - 2014 BONDS	(784)	25,000	13,573	11,000	7,500	7,500	0%	7,500				7,500	7,500
MISCELLANEOUS REVENUE	414,170	340,000	246,464	390,000	400,000	400,000	0%	400,000				400,000	400,000
PENALTY	726,210	500,000	570,021	500,000	450,000	450,000	0%	450,000				450,000	400,000
INFRASTRUCTURE CHG - C	0	100,000	0	0	0	0	0%	0				0	0
RENEWABLE ENERGY CREDI	160,568	0	0	0	0	0	0%	0				0	0
TRANSFORMATION LEASE	81,195	40,000	50,280	40,236	40,000	40,000	0%	40,000				40,000	40,000
SALE OF PROPERTY	96	0	0	0	0	0	0%	0				0	0
TXU TRANSITION CHARGE	1,402,735	1,031,000	892,125	958,164	914,925	914,925	0%	914,925	0	0	0	914,925	865,425
TOTAL INTEREST & OTHER													
DEVELOPMENT FEE													
4-0501-43-120	270,070	300,000	170,844	223,244	250,000	250,000	0%	250,000				250,000	250,000
TAP FEE REVENUE	259,079	250,000	372,984	250,000	255,000	255,000	0%	255,000				255,000	255,000
CONNECT FEES	210	0	0	0	0	0	0%	0				0	0
CONNECT FEES - RR CITY	(3,393)	150,000	0	0	0	0	0%	0				0	0
DEVELOPER CONTRIBUTION	14,600	0	0	0	0	0	0%	0				0	0
DEL WEBB INSPECTION FE	4,550	10,000	3,350	4,775	4,850	4,850	0%	4,850				4,850	4,850
POLE PERMITTING REVENU	545,115	710,000	547,178	478,019	509,850	509,850	0%	509,850	0	0	0	509,850	509,850
TOTAL DEVELOPMENT FEE	5,765,000	5,723,000	49,615	5,723,000	1,500,000	1,500,000	0%	1,500,000				1,500,000	1,500,000
4-0501-47-100	5,765,000	5,723,000	49,615	5,723,000	1,500,000	1,500,000	0%	1,500,000				1,500,000	1,500,000
BOND PROCEEDS	375,000	375,000	250,000	375,000	375,000	375,000	0%	375,000				375,000	375,000
TOTAL BOND PROCEEDS	375,000	375,000	250,000	375,000	375,000	375,000	0%	375,000				375,000	375,000
4-0501-48-200	0	8,430	6,323	260,358	0	0	0%	0				0	0
AMR ALLOCATION	0	2,279,506	1,709,630	2,279,506	0	0	0%	0				0	0
TOTAL CAPITAL	0	17,981	0	17,981	0	0	0%	0				0	0
4-0000-49-102	0	2,305,917	1,715,952	2,557,845	0	0	0%	0				0	0
TRANSFER IN, GFUND	0	2,305,917	1,715,952	2,557,845	0	0	0%	0				0	0
4-0000-49-108	0	0	0	0	0	0	0%	0				0	0
TRANSFER IN, UTILITIES	0	0	0	0	0	0	0%	0				0	0
4-0000-49-201	0	0	0	0	0	0	0%	0				0	0
TRANSFER IN - OTHER	0	0	0	0	0	0	0%	0				0	0
TOTAL TRANSFERS IN	0	2,305,917	1,715,952	2,557,845	0	0	0%	0				0	0
*** TOTAL REVENUES ***	66,105,514	72,463,024	39,575,905	70,321,924	66,699,775	66,699,775	0%	66,699,775	0	0	0	66,699,775	69,220,275
							% increase (decrease) over CY Projections						
							% increase (decrease) over 13/14 Actuals						

WATER SERVICES FUND

The Water Services Fund is used to account for the revenues from all operating and maintenance activities for Water, Wastewater, and Irrigation utilities. Each utility service is tracked separately within this fund for rate design purposes to ensure rates are charged to fully recover the cost of providing each service.

Expenses also include debt service payments, capital costs and the transfers out to the General Fund for the City's return on investment (ROI).

FISCAL YEAR 2015

Total revenues are projected to be \$49,900,803, 6.82% higher than the current budget. The higher than expected revenue is primarily the result of higher than expected impact fees. Two developments, outside the City, paid their impact fees in a lump sum at the time of platting.

Total expenditures are projected to be \$53,166,810, 2.86% less than the current budget. Most departments are expected to finish the current fiscal year within budget.

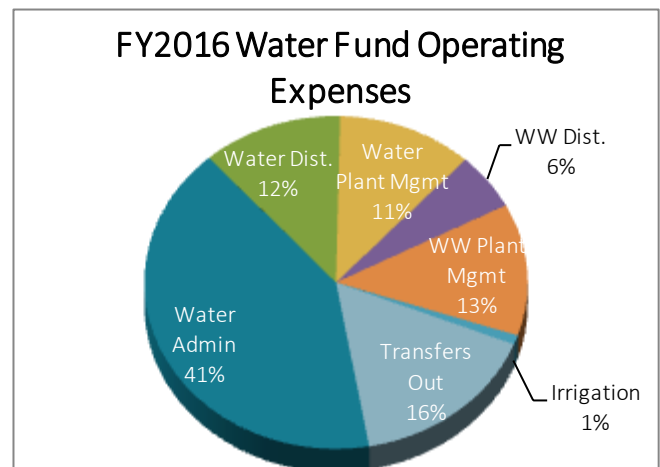
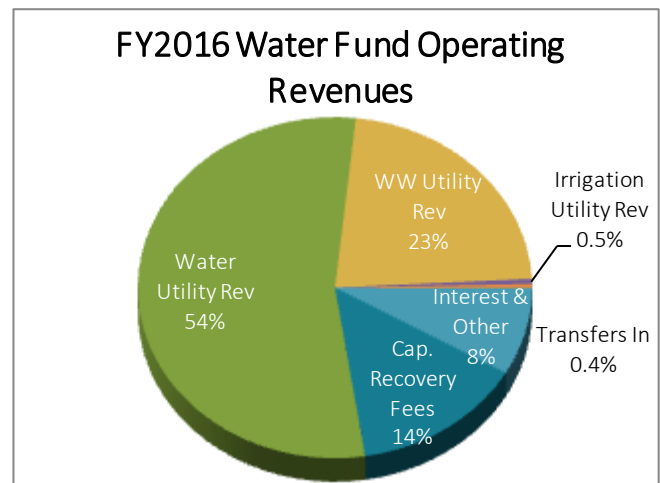
Total fund balance is projected to be \$34,385,214 as of September 30, 2015, This is greater than the policy requirement and includes reserved debt funds not yet expensed. Fund balance over the policy required contingency is available to fund non-recurring expenditures in FY16, and is expected to be used to cash fund CIP projects in 2016.

FISCAL YEAR 2016

Budgeted revenues total \$48,461,160. Overall, revenues are projected to decline by 2.89%. The chart to the right identifies Water Services Fund revenues by source. The decline is a combination of lower bond proceeds and less impact fee revenue, as prepaid impact fees are not budgeted. Base revenue growth, of approximately 6%, is still expected as new customers are added.

Budgeted expenses total \$63,353,367. Overall they are budgeted to increase by 19.15% over FY15 projections.

The increase is mostly attributable to new CIP projects as well as recommended enhancements for 2016. The most dramatic recommended enhancement for next year is to bring the Water and Wastewater treatment plant operations and maintenance in house in mid-2016. The impact of this action will result in a decrease over \$5M in operating cost over the next 5 years. In house operations include the addition of 15 FTE's (additional information about this program will be provided during the budget discussions). The other major enhancement for 2016 is the final selection and implementation of a new billing system (CIS).



Item # A

WATER FUND INCOME STATEMENT

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Prop. Budget
Water Services						
Beginning Fund Balance	22,516,039	27,729,235	37,651,221	34,385,214	-	34,385,214
Operating Revenue						
Capital Recovery Fees	4,127,394	3,994,600	5,628,570	5,945,574	-	5,945,574
Water Utility Revenues	17,310,379	21,323,646	21,974,230	22,640,000	-	22,640,000
Wastewater Utility Revenues	8,678,320	8,899,988	9,125,625	9,399,394	-	9,399,394
Irrigation Utility Revenues	209,415	575,000	198,474	204,428	-	204,428
Transfer In						
Interest	72,289	75,100	119,107	119,232	-	119,232
Other Revenue	2,564,675	3,031,960	4,069,831	3,341,051	-	3,341,051
Transfers In, Debt	98,596	100,000	100,000	100,000	-	100,000
Transfers In, Utilities	69,108	69,108	69,108	69,108	-	69,108
Total Operating Revenues	33,130,176	38,069,402	41,284,945	41,818,787	-	41,818,787
Operating Expense						
Water Administration	9,146,593	12,199,425	11,696,433	15,735,574	58,540	15,794,114
Water Distribution	1,986,647	3,943,569	4,258,808	4,069,276	-	4,069,276
Water Plant Management	2,308,754	2,703,855	2,370,774	2,773,728	(55,988)	2,632,741
Sub-total Water Costs	13,441,994	18,846,849	18,326,015	22,578,578	2,553	22,496,131
Wastewater Distribution	1,598,118	1,819,573	1,798,281	1,891,090	-	1,891,090
Wastewater Plant Management	2,143,676	2,592,481	2,570,659	2,670,631	62,475	2,733,106
Sub-total Wastewater Costs	3,741,794	4,412,054	4,368,940	4,561,721	62,475	4,624,196
Irrigation	184,379	297,896	299,325	308,386	-	308,386
Sub-total Irrigation Costs	184,379	297,896	299,325	308,386	-	308,386
Transfers Out, GCP	-	-	-	-	-	-
Transfers Out, ISF	698,016	313,141	313,141	1,381,013	1,842,574	2,590,535
Transfers Out, General Fund	375,250	425,000	425,000	425,000	-	425,000
Transfers Out, Comp Study	-	-	-	-	-	-
Transfers Out, Utilities	-	2,279,506	2,279,506	29,506	-	29,506
Transfers Out, ROI	1,951,847	2,409,505	2,353,269	2,420,817	66,763	2,487,580
Total Operating Expense	20,393,280	28,983,951	28,365,196	31,705,021	1,974,364	32,961,333
Available Fund Balance	35,252,935	36,814,686	50,570,970	44,498,980		43,242,668
Policy Compliance (Op Revs - Op Exps)		9,085,451	12,919,749	10,113,766		8,857,454
Non-Operating Revenue						
Bond Proceeds	12,585,000	7,990,000	7,990,000	6,000,000	-	6,000,000
Special Improvement Fees	734,443	654,250	625,858	642,373	-	642,373
Total Non-Operating Revenue	13,319,443	8,644,250	8,615,858	6,642,373	-	6,642,373
Non-Operating Expense						
AMI System	315,242	-	-	-	-	-
Water CIP	8,349,463	10,807,800	10,854,550	13,238,000	-	13,238,000
Water Rollforward CIP						
Wastewater CIP	3,246,320	9,338,000	9,338,000	12,519,000	-	12,519,000
Wastewater Rollforward CIP						
Irrigation CIP						
Sub-total CIP	11,911,025	20,145,800	20,192,550	25,757,000	-	25,757,000
Water Debt Svc	1,800,360	2,507,663	2,566,555	2,792,746	-	2,792,746
Wastewater Debt Svc	1,887,177	1,807,220	1,807,220	1,652,636	-	1,652,636
Irrigation Debt Svc	145,456	129,733	129,733	129,652	-	129,652
Debt Service, New						
Bond Issuance Costs	71,277	117,500	105,556	60,000	-	60,000
Sub-total Debt Service	3,904,270	4,562,116	4,609,064	4,635,034	-	4,635,034
Total Non-Operating Expense	15,815,295	24,707,916	24,801,614	30,392,034	-	30,392,034
Ending Fund Balance	32,757,083	20,751,020	34,385,214	20,749,318		19,493,006
Adjustments & Reservations						
CAFR Adjustment (PY PO Release)	4,894,138	-	-	-	-	-
Reserved for Capital (Debt Proceeds)	12,585,000	10,000,000	20,000,000	10,500,000	-	10,500,000
Contingency	7,325,000	4,565,000	4,565,000	8,905,000	-	8,905,000
Available Fund Balance	17,741,221	6,186,020	9,820,214	1,344,318		88,006
Debt Compliance						
Coverage Compliance				14,340,596		14,360,569
CY Debt Service Requirement				4,635,034		4,635,034
Debt Coverage Ratio				3.09		3.10

Item # A

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Conservation	Water	Irrigation and Landscape Rebates			200,000			200,000	200,000	Specified in conservation plan submitted to TCEQ Funded from Water Moves W&WW Plant Ops in- house planned for 2017
Customer Care	Water	Western District Meter Audit			184,800			184,800		
Water Services	Water	Water & Wastewater Plant O&M	15.0	908,412	(1,036,926)	347,400		218,886	(756,508)	
TOTAL WATER			15.0	-	(652,126)	347,400	-	603,686	(556,508)	
Customer Care	Water/ Elec	Temporary Staffing - CIS Project			84,000			84,000	84,000	\$99,705 = 1X ONLY
GUS Admin	Water/ Elec	GUS Records into Laserfiche			179,705			179,705	42,690	
GUS Admin	Water/ Elec	Department Collaboration and Division Management Portal using SharePoint			25,000			25,000	1,500	
TOTAL WATER/ELEC			0.0	-	288,705	-	-	288,705	128,190	

BUDGET PROJECTION WORKSHEET
AS OF
7/24/2015

660-WATER SERVICES FUND 0528-REVENUES	2013-14 ACTUAL	CURRENT YR BUDGET	Y-T-D ENC-ACTUAL	CURRENT YR PROJ ACTUAL	MID-YEAR PROJECTIONS	2015-2016 BASE BUDGET	2015-2016 BASE ADJUSTMENTS	BASE % INCR	2015-2016 ADJ BASE	SVC LVLS & PROGRAMS TIER I	SVC LVLS & PROGRAMS OTHER	2015-2016 BUDGET	2016-2017 BUDGET
PRIMARY REVENUE													
4-0528-40-125 WATER REVENUE	16,274,888	15,623,646	9,439,352	16,791,626		17,017,885		0%	17,017,885			17,017,885	17,518,505
4-0528-40-129 SCHOOL-OUTSIDE	(11,833)	0	(7,382)	(17,396)		(17,885)		0%	(17,885)			(17,885)	(18,595)
4-0528-40-213 PARKSIDE WATER SALES	0	0	0	0		0		0%	0			0	0
TOTAL PRIMARY REVENUE	16,263,055	15,623,646	9,431,970	16,774,230		17,000,000		0%	17,000,000			17,000,000	17,500,000
INTEREST													
4-0528-42-100 ALLOCATED INTEREST	63,985	65,000	55,318	83,000		83,000		0%	83,000			83,000	83,000
4-0528-42-110 DIRECT INTEREST	23	100	14,418	17,418		17,500		0%	17,500			17,500	17,500
4-0528-42-154 DIST INTEREST-IMPACT F	4,980	2,000	969	969		1,000		0%	1,000			1,000	1,000
4-0528-42-204 INTEREST - 2010 BONDS	646	0	26	52		55		0%	55			55	55
4-0528-42-214 INTEREST, 2014 BONDS	871	0	1,834	1,918		1,927		0%	1,927			1,927	1,927
TOTAL INTEREST	70,505	67,100	72,565	103,357		103,482		0%	103,482			103,482	103,482
DEVELOPMENT FEES													
4-0528-43-100 IMPACT FEES	203,143	200,000	98,691	103,605		103,605		0%	103,605			103,605	103,605
4-0528-43-101 IMPACT FEES - EFF 2003	2,645,934	2,040,000	786,840	1,304,285		1,304,285		0%	1,304,285			1,304,285	1,304,285
4-0528-43-102 IMPACT FEES - LAREDO WW	104,637	85,000	48,294	41,074		41,074		0%	41,074			41,074	41,074
4-0528-43-103 IMPACT FEES - EFF 2010	0	0	1,030,467	1,474,733		1,474,733		0%	1,474,733			1,474,733	1,474,733
4-0528-43-112 SIP FEES - DEL WEBB 8TH	439,916	380,550	225,285	355,373		355,373		0%	355,373			355,373	355,373
4-0528-43-120 TAP FEE REVENUE	1,085,955	475,000	957,162	1,186,672		1,186,672		0%	1,186,672			1,186,672	1,186,672
4-0528-43-130 CONNECT FEES	40,464	30,000	32,478	34,258		34,258		0%	34,258			34,258	34,258
4-0528-43-206 DEL WEBB INSPECTION FE	14,600	0	0	0		0		0%	0			0	0
TOTAL DEVELOPMENT FEES	4,534,649	3,210,550	3,179,217	4,500,000		4,500,000		0%	4,500,000			4,500,000	4,500,000
OTHER													
4-0528-44-105 MISCELLANEOUS REVENUE	11,996	20,000	1,765	2,500		2,500		0%	2,500			2,500	2,500
4-0528-44-107 PENALTY	119,614	150,000	70,670	110,000		112,850		0%	112,850			112,850	112,850
4-0528-44-230 RENT ON BUILDINGS	76,154	101,000	80,340	121,000		155,000		0%	155,000			155,000	155,000
4-0528-44-240 CHISHOLM TRAIL SUD	180,000	0	(15,000)	(15,000)		0		0%	0			0	0
4-0528-44-361 SALE OF PROPERTY	13,890	0	5,226	4,834		0		0%	0			0	0
TOTAL OTHER	401,654	271,000	145,001	223,334		270,350		0%	270,350			270,350	270,350
BOND PROCEEDS													
4-0528-47-100 BOND PROCEEDS	7,235,000	3,378,000	78,429	3,378,000		6,000,000		0%	6,000,000			6,000,000	0
TOTAL BOND PROCEEDS	7,235,000	3,378,000	78,429	3,378,000		6,000,000		0%	6,000,000			6,000,000	0
DEPARTMENT TOTALS	28,504,863	22,550,296	12,905,182	24,978,921		27,873,832		0%	27,873,832			27,873,832	22,373,832
PRIMARY REVENUE	8,678,320	8,899,988	6,034,280	9,125,625		9,399,394		0%	9,399,394			9,399,394	9,681,376
TOTAL PRIMARY REVENUE	8,678,320	8,899,988	6,034,280	9,125,625		9,399,394		0%	9,399,394			9,399,394	9,681,376
INTEREST	1,583	500	590	750		750		0%	750			750	750
TOTAL INTEREST	1,583	500	590	750		750		0%	750			750	750
DEVELOPMENT FEES	160,921	150,000	88,312	111,824		120,000		0%	120,000			120,000	123,600
4-0530-43-100 IMPACT FEES	972,229	380,000	439,954	767,200		800,000		0%	800,000			800,000	824,000
4-0530-43-101 IMPACT FEES - EFF 2003	0	0	248,013	388,738		400,000		0%	400,000			400,000	412,000
4-0530-43-103 IMPACT FEES - EFF 2010	293,277	253,700	150,190	247,610		255,000		0%	255,000			255,000	262,650
4-0530-43-112 SIP FEES - DEL WEBB 8TH	681,045	400,000	427,473	563,246		575,000		0%	575,000			575,000	592,250
4-0530-43-120 TAP FEE REVENUE	23,900	15,000	18,961	20,903		22,000		0%	22,000			22,000	22,660
4-0530-43-130 CONNECT FEES	14,600	0	0	0		0		0%	0			0	0
4-0530-43-204 DEL WEBB INSPECTION FE	2,145,972	1,198,700	1,372,902	2,099,521		2,172,000		0%	2,172,000			2,172,000	2,237,160
TOTAL DEVELOPMENT FEES	2,145,972	1,198,700	1,372,902	2,099,521		2,172,000		0%	2,172,000			2,172,000	2,237,160
OTHER	147,405	100,000	132,129	191,556		175,000		0%	175,000			175,000	175,000
4-0530-44-105 MISCELLANEOUS REVENUE	76,733	70,000	47,876	75,774		76,000		0%	76,000			76,000	76,000
4-0530-44-107 PENALTY	224,138	170,000	180,004	267,330		251,000		0%	251,000			251,000	251,000
TOTAL OTHER	224,138	170,000	180,004	267,330		251,000		0%	251,000			251,000	251,000

BUDGET PROJECTION WORKSHEET
AS OF
7/24/2015

BOND PROCEEDS	0	4,612,000	93,256	4,612,000	0	0%	0	0	0	8,000,000
4-0530-47-100 BOND PROCEEDS	0	4,612,000	93,256	4,612,000	0	0%	0	0	0	8,000,000
TOTAL BOND PROCEEDS	0	4,612,000	93,256	4,612,000	0	0%	0	0	0	8,000,000
DEPARTMENT TOTALS	11,050,012	14,881,188	7,683,032	16,105,226	0	0%	11,823,144	0	11,823,144	20,170,286
PRIMARY REVENUE	209,415	575,000	41,289	198,474	204,428	0%	204,428	0	204,428	210,561
4-0532-40-130 IRRIGATION REVENUE	209,415	575,000	41,289	198,474	204,428	0%	204,428	0	204,428	210,561
TOTAL PRIMARY REVENUE	209,415	575,000	41,289	198,474	204,428	0%	204,428	0	204,428	210,561
OTHER	86	0	0	86	0	0%	0	0	0	0
4-0532-44-107 PENALTY	86	0	0	86	0	0%	0	0	0	0
TOTAL OTHER	86	0	0	86	0	0%	0	0	0	0
DEPARTMENT TOTALS	209,501	575,000	41,289	198,560	204,428	0%	204,428	0	204,428	210,561
TRANSFERS	98,596	100,000	18,330	100,000	100,000	0%	100,000	0	100,000	100,000
4-0000-49-001 TRANSFER IN - DEBT	98,596	100,000	18,330	100,000	100,000	0%	100,000	0	100,000	100,000
4-0000-49-108 TRANSFER IN, UTILITIES	69,108	69,108	51,831	69,108	69,108	0%	69,108	0	69,108	69,108
TOTAL TRANSFERS	167,704	169,108	70,161	169,108	169,108	0%	169,108	0	169,108	169,108
***TOTAL REVENUES ***	39,932,080	38,175,592	20,697,663	41,451,815	40,070,512	0%	40,070,512	0	40,070,512	42,923,787
						% increase (decrease) over CY Projections				
						% increase (decrease) over 13/14 Actuals				
							-3.33%		-3.33%	
							0.35%		0.35%	

AIRPORT FUND

The Airport Fund is designed to be a self-supporting enterprise funded by user charges. Over the past several years, the fund's expenses have out-paced revenues, resulting in a drawdown of fund balance.

In order to restore the fund to self-supporting status, airport operations and financial conditions have been carefully evaluated. In the past year alone, several steps have been taken to find solutions for the fund including the evaluation and implementation of new lease rates, performing a third party audit of airport operations, and increasing fuel margins.

Through the investments made in operations, management and technology, the goal is to have the Airport Fund self-supporting within three to five years.

FISCAL YEAR 2015

Total operating revenues are projected to be \$2,786,365, 13.2% lower than the current budget. The lower than expected revenue is primarily the result of decrease sales in fuel. Heavier than normal rain totals in the spring and early summer caused less gallons to be sold than budgeted. Non-operating revenue is projected to end the fiscal year at 886,186.

Total operating expenditures are projected to be \$2,813,126, 14.9% less than the current budget. The decrease in expenses is directly tied to the savings in fuel costs and fuel purchases. Non-operating expense is projected to end the fiscal year at 193,468, including funds for capital construction and debt service payments.

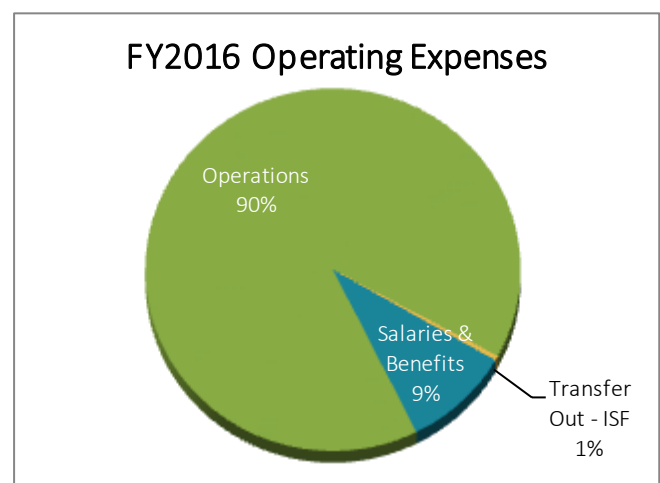
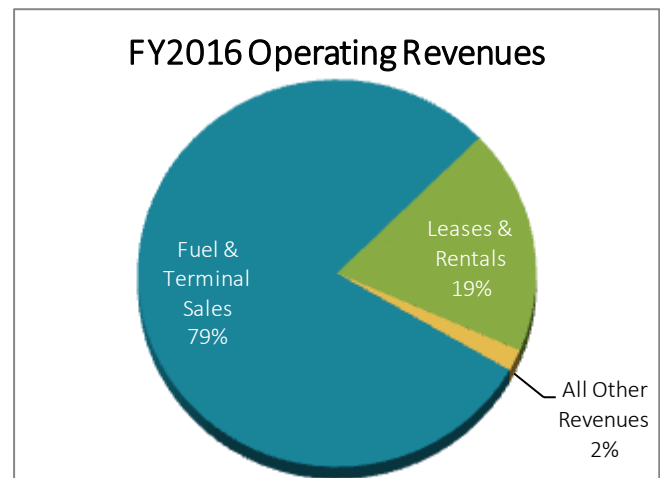
Total fund balance is projected to be (\$106,977) as of September 30, 2015 and is addressed in FY2016. The unused bond proceeds are shown as restricted in the fund balance calculation. In the current fiscal year, the contingency requirements of the fund are being covered through the citywide contingency reserve.

FISCAL YEAR 2016

Budgeted operating revenues total \$3,600,950. Overall, revenues are projected to grow by 14.16% relative to the FY2015 Budget. The increase in revenue is driven by increases in lease and tiedown rates, increases in fuel margin and increases in projected gallons sold. The chart to the right identifies operating revenue by source. Non-operating revenues total \$25,000 from the TxDOT RAMP Grant.

Base budgeted operating expenses total \$3,361,112, an increase of 4.02% relative to the FY2015 budget. The increase in base budget is related to increases in routine and preventative maintenance which had been missing in prior budgets.

Proposed Enhancements total \$89,000 and include a FBO Management Software, increase for credit card fees and foreign object debris removal equipment.



Item # A

All operating expenses total \$3,450,122 and represent an increase of 6.78% from the FY2015 Budget.

Total fund balance is budgeted to be (\$14,152) as of September 30, 2016. The budgeted ending fund balance reflects continued efforts to implement improved business and financial policies at the airport. Furthermore, the FY2016 budgeted fund balance is considerably less than projected in the FY2015 budget due to changes already implemented in the current fiscal year, and may in fact finish FY2016 in a positive financial position.

Currently, the Airport Fund does not include any contingency funds as required by the City's Financial Management Policy Statements. Additionally, the \$59,435 debt service payment from bonds issued in May 2015 are being diverted and funded by the General Fund. These conditions are expected to be resolved with three to five years as improved operations at the airport result in the fund being self-sustaining.

AIRPORT FUND INCOME STATEMENT

Airport Fund	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Prop Budget
Beginning Fund Balance	342,904	21,612	82,210	748,167	-	748,167
Operating Revenue						
Fuel & Terminal Sales	2,519,280	2,471,050	2,123,610	2,876,150	-	2,876,150
Leases & Rentals	579,169	625,600	623,950	684,400	-	684,400
Interest	189	4,000	15	400	-	400
All Other Revenues	155,559	53,600	38,790	40,000	-	40,000
Transfers In	131,000	-	-	-	-	-
Operating Revenue	3,385,197	3,154,250	2,786,365	3,600,950	-	3,600,950
Operating Expense						
Transportation	3,499,315	3,227,462	2,809,663	3,360,032	75,000	3,435,032
Transfer Out - ISF	5,160	3,463	3,463	1,080	14,000	15,080
Transfers Out - Utilities	22,035	-	-	-	-	-
Operating Expense	3,526,510	3,230,925	2,813,126	3,361,112	89,000	3,450,112
Available Fund Balance	201,591	(55,063)	55,449	988,005	(89,000)	899,005
Policy Compliance (Operating Revenues - Operating Expenses)				239,838	(89,000)	150,838
Non Operating Revenue						
Grants	25,056		16,186	25,000		25,000
Bond Proceeds		870,000	870,000			
Non Operating Revenue	25,056	870,000	886,186	25,000	-	25,000
Non Operating Expense						
Capital Projects	-	870,000	14,856	857,935	-	857,935
Debt Payments	144,437	178,612	178,612	80,222	-	80,222
Non Operating Expense	144,437	1,048,612	193,468	938,157	-	938,157
Ending Fund Balance	82,210	(233,675)	748,167	74,848	(89,000)	(14,152)
Adjustments & Reservations						
Contingency	150,000	119,358				
Restricted Bond Proceeds	-	-	(855,144)	-	-	-
Available Fund Balance	(67,790)	(353,033)	(106,977)	74,848	(89,000)	(14,152)

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Airport	Airport	Pavement Management Program			20,000			20,000	20,000	
Airport	Airport	FBO Management Software				20,000		20,000	2,000	
Airport	Airport	Credit Card Fees			25,000			25,000	25,000	
Airport	Airport	Foreign Object Debris Removal Equip			10,000	14,000		24,000	10,000	
TOTAL AIRPORT			0.0	-	55,000	34,000	-	89,000	57,000	

Airport Revenue Detail

	FY2015 Projection	FY2016 Base	FY2016 Additions	FY2016 Budget
Revenue				
Fuel and Terminal Sales				
4-0601-40-162 -FUEL SALES	2,122,405	2,875,000		2,875,000
4-0601-40-164 -TERMINAL SALES, TAXABLE	1,200	750		750
4-0601-40-165 -TERMINAL SALES, NON-TAXABL	5	400		400
Fuel and Terminal Sales Total	2,123,610	2,876,150		2,876,150
Leases and Rentals				
4-0601-40-163 -HANGAR RENTALS	375,000	415,000		415,000
4-0601-40-167 -STORAGE RENTALS	1,350	2,400		2,400
4-0601-40-173 -CONTRACT LEASES	228,000	240,000		240,000
4-0601-44-273 -TIE DOWN REVENUE	19,600	27,000		27,000
Leases and Rentals Total	623,950	684,400		684,400
All Other				
4-0601-40-100 -AD VALOREM TAX	38,000	38,000		38,000
4-0601-44-105 -MISCELLANEOUS REVENUE	135	1,000		1,000
4-0601-44-238 -SPECIAL EVENTS REVENUE	350	1,000		1,000
4-0601-44-355 -DONATIONS	305	-		-
4-0601-44-360 -DISCOUNTS TAKEN	-	-		-
All Other Total	38,790	40,000		40,000
Interest				
4-0601-42-100 -ALLOCATED INTEREST	15	400		400
Interest Total	15	400		400
Grant				
4-0601-45-100 -GRANT REVENUE	16,186	25,000		25,000
Grant Total	16,186	25,000		25,000
Bond				
4-0601-47-100 -BOND PROCEEDS	870,000			-
Bond Total	870,000			-
Revenue Total	3,672,551	3,625,950		3,625,950
Grand Total	3,672,551	3,625,950		3,625,950

STORMWATER DRAINAGE FUND

The Stormwater Drainage Fund is used to account for all operating and maintenance activities of the City's drainage system and the debt payments for bonds issued in past years to improve drainage issues.

FISCAL YEAR 2015

Total revenues are projected to be \$4,964,778, 0.44% higher than the current budget. The higher than expected revenue is the result of increased sales.

Total expenditures are projected to be \$4,591,443, 14.92% less than the current budget. Most departments are expected to finish the current fiscal year with budget. The fund is expected to have less CIP expense than budgeted due to delayed buyouts of flood plain properties.

The fund is not expected to meet its bond coverage requirement as set by internal financial policy. This is due to known larger expenditures, and phasing in of rate changes to offset them. The fund should return to self-sustaining coverage in 2 to 3 years.

Total fund balance is projected to be \$1,013,361 as of September 30, 2015, which is equal to 49% of operating expenditures. The City's Fiscal and Budgetary requirement sets a contingency level of \$150,000. Proceeds from bonds issued in previous year have been reserved to fund capital improvements in the upcoming year. Remaining fund balance is available to fund non-recurring expenditures in FY2015.

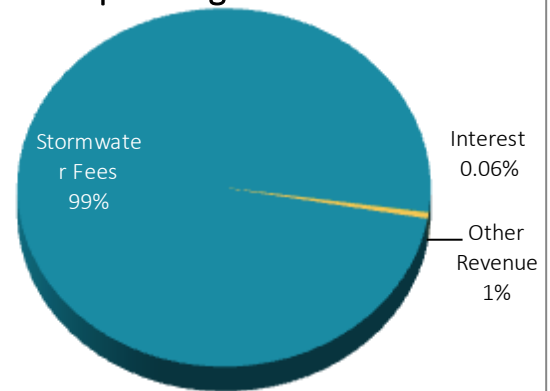
FISCAL YEAR 2016

Budgeted revenues total \$3,881,620. Overall, revenues are projected to decline by 21.82% due to less bonds being issued for capital in 2016. The chart to the right identifies Stormwater Drainage revenues by source.

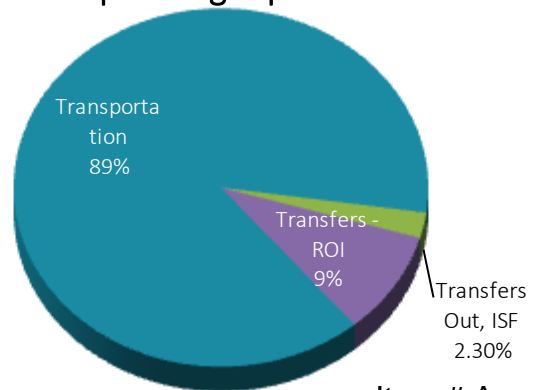
Primary revenue is budgeted at \$3,237,620, which represents an increase of 26.64% over FY2015 projections. The current Stormwater rate is \$5.25. A rate adjustment of \$1.25 is being recommended to fund the MS4 Permit Requirements and provide additional funding for debt coverage needs and on-going capital maintenance.

Budgeted expenses total \$4,181,465. Overall they are budgeted to decrease by 8.93% over FY2015 projections, due primarily to less CIP expense in 2016. While the MS4 permits are expected to increase overall costs, the fund will spend less in regards to the buyouts of properties in the flood zones.

**FY2016 Stormwater Fund
Operating Revenues**



**FY2016 Stormwater Fund
Operating Expenses**



Item # A

STORMWATER DRAINAGE FUND INCOME STATEMENT

	FY2014 Actual	FY2015 Budget	FY2015 Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Budget
Stormwater Fund						
Beginning Fund Balance	1,321,571	916,372	640,026	1,013,361		1,013,361
Operating Revenue						
Stormwater Fees	2,469,095	2,460,973	2,556,571	2,617,015	620,605	3,237,620
Interest	3,977	5,000	957	2,000	-	2,000
Other Revenue	18,453	62,035	17,250	17,000	-	17,000
Transfers In, Utilities	22,035	-	-	-	-	-
Transfers In, Salary Adj.	815	-	-	-	-	-
Total Operating Revenues	2,514,375	2,528,008	2,574,778	2,636,015	620,605	3,256,620
Operating Expense						
Transportation	1,563,807	1,844,997	1,832,584	2,084,497	18,618	2,142,363
Transfers Out, ISF	16,392	65,287	65,287	55,671	-	55,671
Transfers Out, Comp Study	-	-	-	-	-	-
Transfers - ROI	177,096	173,318	180,167	183,191	43,442	226,633
Total Operating Expense	1,757,295	2,083,602	2,078,038	2,323,360	62,061	2,424,667
Available Fund Balance	2,078,651	1,360,778	1,136,766	1,326,017		1,845,314
Policy Compliance (Operating Revenues - Operating Expenses)				312,656		831,953
Non-Operating Revenue						
Grant	459,000	200,000	175,000	225,000	-	225,000
Bond Proceeds	-	2,215,000	2,215,000	250,000	-	250,000
Total Non-Operating Revenue	459,000	2,415,000	2,390,000	475,000	-	475,000
Non-Operating Expense						
One-Time Programs						
Capital Improvements	1,496,824	2,850,000	2,050,000	950,000	-	950,000
Rollforward CIP						
Debt Payments	382,341	430,844	430,844	596,794	-	596,794
Debt Service - New						
Bond Issue Costs	5,440	32,561	32,561	4,000	-	4,000
Total Non-Operating Expense	1,884,605	3,313,405	2,513,405	1,550,794	-	1,550,794
Ending Fund Balance	653,046	462,373	1,013,361	250,223		769,520
Adjustments & Reservations						
CAFR Adjustment	(13,020)	-	-	-	-	-
Reserved for Capital	-	-	550,000	500,000	-	500,000
Contingency	150,000	150,000	150,000	250,000	-	250,000
AVAILABLE FUND BALANCE	490,026	312,373	313,361	(499,778)		19,520
DEBT COMPLIANCE						
Coverage Compliance				312,656		831,953
CY Debt Service Requirement				596,794		596,794
Debt Coverage Ratio				0.52		1.39

SPECIAL REVENUE FUNDS

DOWNTOWN AND COMMUNITY SERVICES

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
CDBG Grants Fund	3,104	238,304	241,408	\$ -
Cemetery Fund	279,705	143,400	65,000	\$ 358,105
CVB/Tourism Fund	488,178	994,500	936,125	\$ 546,553
Downtown Fund	9,740	-	-	\$ 9,740
Library Fund	-	60,200	60,200	\$ -
Main Street Façade	53,320	161,200	184,520	\$ 30,000
Parks Restricted	30,335	157,300	187,635	\$ -
Parkland Dedicated Fees	392,926	142,000	534,926	\$ -
Tree Fund	231,307	50,150	281,457	\$ -
PEG Fee Fund	-	140,150	140,150	\$ -
Total Downtown & Comm Svcs	\$ 1,488,615	\$ 2,087,204	\$ 2,631,421	\$ 944,398

CDBG GRANTS FUND

The Community Development Block Grants fund projects eligible through the US Department of Housing and Urban Affairs Division. The CDBG funds are administered through Williamson County and have funded infrastructure improvements such as sidewalks and wastewater lines in eligible geographic areas.

CEMETERY FUND

The Cemetery Fund was established to plan for the ongoing maintenance of the City's cemeteries. Revenues are generated from plot sales and maintenance fees.

CVB/TOURISM FUND

The Tourism Fund collects the 7% Hotel Occupancy Taxes related to hotel stays in properties within the City. Eligible expenses are defined by state law and include operating a visitor center, promotion of culture and local sites and historic preservation.

LIBRARY FUND

The Library fund is use to account for the receipt and expenditure of restricted donations such as memorials and gifts for a designated library purchase or program. It also accounts for the receipt of the Texas State Library grant for librarian salaries and books.

MAIN STREET FAÇADE FUND

The Main Street Façade accounts for grants distributed by the Main Street Board for the improvement of commercial facades in the Downtown Overlay District. Revenues are gained by General Fund contributors and fund raising efforts by the Main Street Board. For FY2016, the annual Holiday Light program is being proposed to be sponsored by Georgetown Utility Systems to promote the "100% Green" program.

PARKS RESTRICTED FUND

This fund is used to account for revenues earned by the City from activities on City park land, which are restricted for improvements to park land and for parkland dedication fees paid by developers, which are restricted by zones for new parks.

PARKLAND DEDICATION

The Parkland Dedication SRF was established through the Parkland Dedication Ordinance. When new residential developments are built they are required to dedicate land or pay a fee in lieu of dedication. When a fee is paid, the money is set aside to be used in a restricted zone near the development. The funds must be used for parks and recreation improvements such as new playgrounds, new parks, and trails or to buy parkland.

TREE FUND

The Tree funds are generated by new development projects within the city limits of Georgetown and it's ETJ that remove protected and heritage trees. These funds are used by the Urban Forester for planting, pruning, irrigation, maintenance, and other associated tree actives in city parks, or other city-owned property

PEG FEE FUND

The PEG fund is used to account for the receipt and expenditure of PEG fees that are legally restricted for capital expenditures related to the City's cable access channel.

TAX INCREMENT REINVESTMENT ZONE (TIRZ)

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Downtown TIRZ	62,062	202,000	264,000	\$ 62

DOWNTOWN TIRZ

The Downtown TIRZ was established in 2005 to fund the implementation of the City's Downtown Master Plan.

FINANCE & ADMINISTRATION

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Court Fees Fund	56,593	43,200	25,000	\$ 74,793
Juvenile Fund	-	80,033	66,171	\$ 13,862

COURT FEES FUND

The Court Security fund is used to account for the receipt and expenditure of court costs, regulated by statute, for security personnel, services and items related to buildings that house the operation of the Municipal Court. --The Technology Fund is used to finance the purchase of or to maintain technological enhancements for the Municipal Court as outlined by statute.

JUVENILE FUND

The Juvenile Case Manager Fund is used for the receipt and expenditure of a court fee that is collected if the municipality employs a juvenile case manager. The fund is to finance the salary, benefits, training, travel expenses, office supplies and other necessary expenses of the juvenile case manager, as outlined by statute.

FIRE

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Paramedic Program	(92,608)	1,950,000	1,664,180	\$ 193,212
Fire Billing	-	188,750	188,750	\$ -
Total Fire	\$ (92,608)	\$ 2,138,750	\$ 1,852,930	\$ 193,212

EMS PARAMEDIC FUND

The EMS Paramedic Fund is used to track costs and related revenues associated with the City's operation of EMS Services beginning in Oct 2015.

FIRE BILLING FUND

This fund is provided through billing for services. These funds are used to purchase fire equipment and special needs. Revenues are also used to help fund fire prevention needs and public education.

DOWNTOWN TAX INCREMENT REINVESTMENT ZONE (TIRZ)

The Downtown TIRZ was established in 2005 to fund the implementation of the City's Downtown Master Plan.

CITY COUNCIL DISCRETIONARY SRF

This SRF was created in July of 2015 and includes FY2015 projected year end fund balance not allocated in the FY2016 budget. These funds will be reallocated after the year end audit at the direction of the City Council.

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Council Discretionary	-	815,714	-	\$ 815,714
Total Management Services	-	815,714	-	815,714

GEORGETOWN UTILITY SYSTEMS

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Conservation	583,908	266,000	849,908	\$ -
Permitting	11,589	80,050	91,639	\$ -

CONSERVATION FUND

The Conservation SRF is a fund dedicated to energy efficiency programs and projects and is supported solely by the \$1.00 Conservation Fee charged monthly to all City of Georgetown electric customers on their utility bills. This fee is used to maintain compliance with House Bill 3693, which calls for enhancement of existing energy efficiency programs and strengthening of statutory requirements, as well as, to promote more electric demand management by customers. Specific programs supported by the Conservation SRF include Home Energy Audits, Weatherization Programs and the LED Light Bulb Exchange Program.

PERMITTING FUND

This funding source is for MyPermitNow (MPN) which is a comprehensive electronic permit, inspection and tracking system for all types of construction projects. This system allows for efficient and improved customer service for

both the internal and external customers. The goal is to expand the system to increase productivity and efficiency for builders and city staff. This program is funded by the technology fees which are charged to the users.

POLICE

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Abandoned Vehicle	-	2,100	2,100	\$ -
Animal Services Fund	94,890	26,400	121,290	\$ -
Grants Fund	2,943	64,887	67,830	\$ -
Seizures Fund	121,987	60,160	182,147	\$ -
Total Police	\$ 219,820	\$ 153,547	\$ 373,367	\$ -

ABANDONED VEHICLE FUND

This fund is used to track costs and related revenues for vehicles that have been impounded and are later auctioned.

ANIMAL SERVICES

This fund is for donations received from various sources. These funds are utilized for items and projects that are unable to be achieved within the existing budget.

GRANTS FUND

This fund is used to account for any related Police grants that may be authorized and expended during the fiscal year.

SEIZURES FUND

This fund is used to account for properties and revenues seized by the Georgetown Police Department. Texas State Law requires the funds only be used for specifically defined law enforcement purposes.

TRANSPORTATION

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Streets 1/4 Cent Sales Tax	1,940,663	2,760,000	3,362,400	\$ 1,338,263
Total Transportation	1,940,663	2,760,000	3,362,400	1,338,263

STREETS ¼ CENT SALES TAX

This fund is used to account for the receipt and expenditure of revenues collected from the ¼ cent sales tax approved by the citizens in November 2001 under Texas House Bill 445. The funds are required to be spent on maintenance of streets that were in existence at the time of adoption of the tax. This tax was reauthorized by voters in November 2006 and again in 2010. This authorization will sunset in March 2015 unless reauthorized by voters in November 2014. Projects for FY2015 are included in the Capital Improvement Project section of this document.

EMS PARAMEDIC FUND

The EMS Paramedic program is a Special Revenue Fund (SRF) which is anticipated to begin medical transports October 1st, 2015. Originally budgeted in FY2015 with nine FTEs and two Transitional Response Vehicles (TRVs), the scope of the program was expanded midyear to include 15 FTEs and four TRVs. Fees for medical transports fund this SRF.

FISCAL YEAR 2015

Revenues in FY2015 are projected to be \$450,000. The current year revenue is a midyear budget amendment in which excess fund balance in the General Fund was appropriated to stabilize the EMS Paramedic Fund. Since the scale of the program was amended mid-year from two TRVs to four TRVs and the implementation date was pushed back from summer 2015 to October 1, the fund incurred more expense and realized none of the projected revenues. The transfer of \$450K was made to offset increased expenses and stabilize the fund.

Expenses in FY2015 are projected to total 542,608 and represent the costs of nine mid-year FTEs and six FTEs anticipated to be hired August 1st, 2015.

Fund Balance at year-end is anticipated to be a -\$92,608 and will be offset with a due to due from though the CAFR.

FISCAL YEAR 2016

Since the EMS Paramedic Program is a new, revenue projections are based on assumptions and not historical data. As the program matures and real data points are established, staff will closely analyze and forecast revenue in the out years using historical regression trend analysis and not assumptions. For the first year, projections are based on documentation received from Williamson County, industry standards and information obtained from other similar sized Texas cites operating an EMS Paramedic program.

Operating Revenues in FY2016 are projected to be \$1.95M. This figure is based on 4,200 transports and a collection rate of 41%.

Operating Expenses total \$1.66M in include \$1.10M in salaries and benefits. The personnel expense includes the public safety step increases and assumes the highest cost health benefits plan for the six vacancies to be hired in August.

Fund Balance is anticipated to increase as revenues are projected to outpace operating expenses in FY2016 and offset the year-end negative fund balance in FY2015.

The capital start-up costs of the fund total \$1,003,928.84 and include the costs of the TRVs, and necessary equipment like cardiac monitors, defibrillators and stretchers. The funds to purchase this equipment are located in the Fleet ISF fund, which is funded with \$700K of 2015 CO Bond Proceeds and existing fund balance in the Fleet ISF. Currently, all vehicle replacements related to public safety are located in the Fleet ISF and not within the operating department.

LONG TERM GOALS OF THE FUND

- 1) Reimburse the General Fund for the \$450K cash infusion which stabilized the start-up costs of the EMS Paramedic fund.
- 2) Assist in funding TRV capital replacement when the useful life of current assets expires.
- 3) Develop rate structures consistent with best practices and analyze revenue forecast using concrete data specific to our unique community.
- 4) Extend the useful life of engines through the use of the TRVs and the Fleet Infor Management system.

Item # A

EMS Paramedic Fund

	FY2015 Proj. Actual	FY2016 Budget
Beginning Fund Balance	-	(92,608)
Revenue		
Transport Revenues	-	1,950,000
Transfer In	450,000	-
Revenue	450,000	1,950,000
Expense		
Personnel	435,108	1,108,136
O&M	107,500	556,044
Expense	542,608	1,664,180
Available Fund Balance	(92,608)	193,212
Annual Balance	(92,608)	285,820

Street Maintenance Tax SRF 203

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Street Maintenance Tax	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Prop Budget
Beginning Fund Balance	2,365,469	3,550,470	2,035,520	1,890,663	-	1,890,663
Revenues						
1/4 Sales Tax Revenue	2,557,026	2,745,750	2,625,000	2,690,625	-	2,690,625
Interest	10,323	10,000	10,000	10,000	-	10,000
Transfer In	-	-	-	-	-	-
Total Revenues	2,567,349	2,755,750	2,635,000	2,700,625	-	2,700,625
Revenues						
Operating Expenditures	8,990	36,400	63,857	400	-	400
Capital Expenditures	2,543,415	2,250,000	2,250,000	3,362,000	-	3,362,000
Arterial Project	-	-	-	-	-	-
Transfer Out	344,893	466,000	466,000	-	-	-
Total Expenditures	2,897,298	2,752,400	2,779,857	3,362,400	-	3,362,400
Ending Fund Balance	2,035,520	3,553,820	1,890,663	1,228,888	-	1,228,888
Adjustments & Reservations						
Arterial Reservation	1,293,715	575,000	575,000	625,000	-	625,000
Available Fund Balance	741,805	2,978,820	1,315,663	603,888	-	603,888

TOTAL PROGRAM REQUESTS

Operating Revenues are reflective of overall sales tax trends. For 2016, all unrestricted funds are planned to be appropriated as more maintenance work is planned.

Tourism Fund 201

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Tourism Fund	FY2014 Actuals	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Prop. Budget
Beginning Fund Balance	506,135	586,156	568,793	488,178	-	488,178
Revenues						
Operating	628,246	708,000	675,000	860,000	-	860,000
Poppy Festival	80,650	90,000	131,156	125,000	-	125,000
Bond Proceeds	-	-	-	-	-	-
Interest & other	9,276	11,500	9,500	9,500	-	9,500
Transfers In, Gfund	4,070	-	-	-	-	-
Transfers In, Salary Adj.	13,620	3,710	3,710	-	-	-
Total Revenues	735,862	813,210	819,366	994,500	-	994,500
Expenditures						
Main Street	-	-	-	-	-	-
Convention & Visitors Bureau	563,707	689,450	689,131	658,614	155,711	814,325
Poppy Festival	79,997	80,000	80,000	85,000	-	85,000
Transfer Out, GCP	-	130,000	130,000	-	-	-
Transfer Out, SRF-	-	-	-	-	-	-
Transfer Out, ISF	7,000	850	850	-	26,800	26,800
Transfer Out, General Fund	22,500	-	-	-	10,000	10,000
Total Expenditures	673,204	900,300	899,981	743,614	192,511	936,125
Ending Fund Balance	568,793	499,066	488,178	739,064	(192,511)	546,553
Adjustments & Reservations						
Contingency	75,000	150,000	150,000	200,000	-	200,000
Available Fund Balance	493,793	349,066	338,178	539,064	(192,511)	346,553

TOTAL PROGRAM REQUESTS

2015 in Review

The tourism fund revenues are projected to increase 7.4% over 2014, yet are slightly less than budgeted due to the delay in opening the new Hampton Inn in 2015. Expenditures are within budget with ending fund balance to be slightly less than budgeted due to the revenue shortfall previously mentioned.

2016 Proposed Budget

Operating revenues are expected to increase over \$180,000 due to the full year of operations for the Hampton Inn, as well as the new Sheraton Conference Center expected to come onlin in Summer 2016. Funding for recommended enhancements include shuttle service for the new conference center, a new CVB van and added marketing for Arts & Culture. In addition, the Visitor's Center will now be staffed by City employees to augment volunteer efforts.

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Arts & Culture	CVB Fund	Marketing for Cultural District			10,000			10,000	10,000	
CVB	CVB SRF	Renovate Old Council Chambers Bldg				100,000		100,000		
CVB	CVB SRF	Visitor Center Staffing- Office Assistant Part-Time	0.5	22,191	800			22,991	22,191	
CVB	CVB SRF	CVB Vehicle			3,620	26,000		29,620	3,620	
CVB	CVB SRF	Advertising Shuttle Service for Rivery Until Fixed			20,000			20,000	20,000	
CVB	CVB SRF	Route System is On-line			9,900			9,900		
		TOTAL CVB	0.5	22,191	44,320	126,000	-	192,511	55,811	

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Main Street	Façade SRF	Annual Downtown Holiday Lighting			60,000			60,000	60,000	Sponsored by GUS ELECTRIC
Main Street	Façade SRF	Feasibility Review - 8th Street Alleyway			10,000		(10,000)	-	-	Funded through MS fundraiser
TOTAL FAÇADE SRF			0.0	-	60,000	-	-	60,000	60,000	

INTERNAL SERVICE FUND SUMMARY

Internal Service Funds are used to account for operations of the City that provide services to other departments within the City, and are allocated to using departments based on specific criteria which is reviewed annually.

	FY2016 Beginning Fund Balance	FY2016 Revenues	FY2016 Expenditures	FY2016 Ending Fund Balance
Facilities	507,960	3,220,867	3,317,274	\$ 411,553
Fleet	1,007,770	4,550,244	4,491,878	\$ 1,066,136
Joint Services	378,092	14,670,514	14,944,887	\$ 103,719
Information Technology	243,397	5,175,623	5,261,377	\$ 157,643
Self Insurance	756,904	5,354,500	5,555,760	\$ 555,644
Total Downtown & Comm Svcs	\$ 2,894,123	\$ 32,971,748	\$ 33,571,176	\$ 2,294,695

FACILITIES MAINTENANCE

The Facilities Maintenance Fund provides janitorial services, light maintenance, equipment repair and replacement (copiers, HVAC, etc.), landscape maintenance, building repair and replacement (roofs, painting, carpet, etc.) on an established schedule. Charges for services to each department are made based on predetermined lease fees.

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Proposed Budget
Beginning Fund Balance	512,875	120,102	138,700	507,960	-	507,960
Revenues						
Charges for Service	1,994,121	3,121,108	3,121,108	3,215,867	-	3,215,867
Interest & Other	4,533	8,000	4,500	5,000	-	5,000
Transfers In	9,400	-	-	-	-	-
Transfers In, Salary Adj	21,900	-	-	-	-	-
Total Revenues	2,029,954	3,129,108	3,125,608	3,220,867	-	3,220,867
Expenses						
Facility Maintenance Services	816,027	998,495	909,435	836,126	3,000	839,126
Facility Maintenance Contract:	1,382,718	1,877,354	1,846,913	2,351,148	127,000	2,478,148
Transfers Out, ISF	35,800	-	-	-	-	-
Transfers Out	170,000	-	-	-	-	-
Total Expenses	2,404,545	2,875,849	2,756,348	3,187,274	130,000	3,317,274
Ending Working Capital	138,284	373,361	507,960	541,553	(130,000)	411,553
CAFR Adjustment	416	-	-	-	-	-
Available Working Capital	138,700	373,361	507,960	541,553	(130,000)	411,553

Increases for 2016 include higher annual janitorial costs due to expanded services in 2015, as well as, additional annual costs associated with the PSOTC.

Recommended enhancements for 2016 include the lease cost of a new scissor lift for use at the PSOTC and the cost associated with use of the old Power Plant building (old PD) by various City departments in 2016.

FLEET MANAGEMENT

The Fleet Management Fund provides vehicles, vehicle equipment and communications equipment to all using City departments, as well as maintenance of all vehicles. Charges for services are based on annualized replacement and maintenance costs of each vehicle

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Proposed Budget
Beginning Fund Balance	1,246,948	832,068	1,021,182	1,007,770	-	1,007,770
Revenues						
Charges for Service	2,475,712	2,625,848	2,626,376	2,773,397	92,613	2,866,010
Interest & Other	6,914	19,000	12,000	12,000	-	12,000
Sale of Property	-	20,000	20,000	20,000	-	20,000
Transfers In	-	-	-	-	14,000	14,000
Transfers In, General Fund	28,812	9,000	9,000	15,000	50,500	65,500
Transfers In, Joint Services	39,315	66,350	66,350	-	-	-
Transfers In, Facilities	35,000	-	-	-	-	-
Transfers In, Utilities	408,893	452,100	452,100	-	511,748	511,748
Transfers In, SRF	347,313	435,000	435,000	-	57,408	57,408
Transfers In, Salary Adj.	-	23,280	23,280	-	-	-
Transfers In, GCP	1,436,000	1,208,000	1,208,000	949,000	-	949,000
Total Revenues	4,777,959	4,858,578	4,852,106	3,769,397	726,269	4,495,666
Expenses						
Capital Replace & Ins	3,952,155	3,358,763	3,358,763	2,417,233	604,900	3,022,133
Fleet Services	1,086,268	1,263,303	1,263,239	1,299,888	118,857	1,418,745
Transfers Out	-	243,516	243,516	-	-	-
Total Fund Expenses	5,038,423	4,865,582	4,865,518	3,717,121	723,757	4,440,878
Ending Working Capital	986,484	825,064	1,007,770	1,060,046		1,062,558
CAFR Adjustment	34,698	-	-	-	-	-
Available Fund Balance	1,021,182	825,064	1,007,770	1,060,046	-	1,062,558

Projected ending 2015 fund balance is higher than budgeted due to savings realized in 2014. For FY16, various new positions in other funds include vehicles; those are reflected within the recommended enhancements above.

Within the fund itself, recommended enhancements include the addition of a new mechanic to assist with the increases in workload due to the Western District and the new EMS program. Additional maintenance funds are included for the new TRV's to ensure the vehicle operational success of the EMS program. 5 rebuilt hand-held radios are also being recommended to assist the Citizens on Patrol program.

INFORMATION TECHNOLOGY

The Information Technology Fund provides computer hardware, software, training, and staff support to all using City departments and Geographic Information Systems (GIS) analysis. Charges are based on hardware and software replacements for each department.

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Proposed Budget
Beginning Fund Balance	329,383	23,668	193,039	243,397	-	243,397
Revenues						
IS Fees	2,755,489	3,600,923	3,600,923	4,767,878	5,255	4,773,133
Other Revenues	21,286	15,400	13,900	13,900	-	13,900
Bond Proceeds	-	-	-	162,000	-	162,000
Transfers In	1,060	-	-	-	-	-
Transfers In, General Fund	8,436	412,872	412,872	20,000	10,110	30,110
Transfers In, Joint Services	58,035	7,685	7,685	-	-	-
Transfers In, Utilities	292,265	8,550	8,550	-	191,380	191,380
Transfers In, SRF's	13,900	-	-	-	2,850	2,850
Transfers In, Fleet	-	243,516	243,516	-	-	-
Total Revenues	3,150,471	4,288,946	4,287,446	4,963,778	209,595	5,173,373
Expenses						
GIS	391,296	-	-	-	-	-
I/T Operations	1,258,886	1,839,114	1,782,135	1,788,990	-	1,788,990
Capital Replacement	1,662,390	2,454,953	2,454,953	2,858,997	611,140	3,470,137
Total Fund Expenses	3,312,572	4,294,067	4,237,088	4,647,987	611,140	5,259,127
Ending Working Capital	167,282	18,547	243,397	559,188	(401,545)	157,643
CAFR Adjustment	25,757	-	-	-	-	-
Available Fund Balance	193,039	18,547	243,397	559,188	(401,545)	157,643

The expense increases for 2016 are related to major ISF replacements including the City's phone system, firewall upgrades and replacement of the major VMWare servers.

Additional recommended enhancements for 2016 specifically funded with existing fund balance include contract management software and replacement of the Park and Recreation system management software in 2016.

SELF-INSURANCE

The Self-Insurance Fund accounts for the revenues and expenses related to employee health benefits. The City provides health and dental benefits for full-time employees. The City transitioned to a self-funded medical plan out of the traditional private insurance model in 2014 to help lower costs and maintain stability in premiums.

	FY2014 Actuals	FY2015 Budget	FY2015 Proj. Actuals	FY2016 Base	FY2016 Recommended Enhancements	FY2016 Proposed Budget
Beginning Fund Balance	-	82,796	221,021	756,904	-	756,904
Revenues						
PPO Contributions	1,539,745	2,191,481	2,498,511	2,608,500	-	2,608,500
HDHP Contributions	1,786,036	3,397,215	2,570,029	2,746,000	-	2,746,000
Interest	58	-	1,865	-	-	-
Other	-	-	160,000	-	-	-
Total Revenues	3,325,839	5,588,696	5,230,405	5,354,500	-	5,354,500
						-
Expenses						
Special Services	-	123,461	123,461	175,000	-	175,000
Medical Claims	2,455,852	3,515,619	3,515,619	3,700,000	-	3,700,000
Administrative Fees	186,296	191,786	280,030	305,760	-	305,760
Stop Loss Fees	444,169	649,572	740,215	840,000	-	840,000
Compass Admin. Fees	18,501	25,728	32,414	35,000	-	35,000
Legal Fees	-	-	2,783	-	-	-
H.S.A. Contributions	-	440,800	-	500,000	-	500,000
Total Expenditures	3,104,818	4,946,966	4,694,522	5,555,760	-	5,555,760
						-
Ending Fund Balance	221,021	724,526	756,904	555,644	-	555,644

Year to date, medical claims are lower than originally budgeted. It is expected that medical claim costs will increase at the year of the year due to the high participation of the high deductible plan. For FY2016, the budget includes increases for increased FTEs and overall costs.

JOINT SERVICE FUND

The Joint Services Fund is composed of departments providing administrative support to City funds and departments. GUS Administration, Systems Engineering and Customer Care provide support to the City's utility funds. Administrative departments, including Accounting, Finance Administration, Human Resources, and Purchasing provide support to all City funds and departments. The City's Economic Development department is included, which is funded by the General Fund and the City's Electric and Water Service funds.

	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Base	FY2016 Recommended Enhancements	FY2016 BUDGET
Beginning Fund Balance	261,766	426,170	188,143	378,092	0	378,092
Revenues						
Service Fees/General	2,543,852	2,947,016	2,973,597	2,804,369	-	2,804,369
Service Fees/Airport	48,162	54,992	53,099	120,251	-	120,251
Service Fees/Electric	3,531,149	3,978,267	4,271,318	3,593,917	-	3,593,917
Service Fees/Stormwater	725,837	828,838	840,944	834,079	-	834,079
Service Fees/Wastewater	1,175,887	1,355,915	1,281,072	1,933,157	-	1,933,157
Service Fees/Water	1,654,349	2,050,623	1,918,543	2,591,685	-	2,591,685
Service Fees/Rural Water	-	-	-	998,207	-	998,207
Conservation	48,698	62,939	33,780	66,939	-	66,939
Economic Devel. Allocation	457,758	421,734	474,414	476,039	-	476,039
GTEC Admin/Contract Fee	93,903	174,827	181,318	132,698	-	132,698
GEDCO Admin/Contract Fee	76,566	229,430	229,430	305,216	-	305,216
Interest	1,347	7,500	1,500	7,500	-	7,500
Other	30,177	10,500	15,010	10,500	-	10,500
Transfers In , Gfund	-	57,000	-	-	-	-
Transfers In , Utilities	4,760	187,000	-	-	730,763	730,763
Transfers In , Comp Study	172,690	205,024	-	65,194	-	65,194
Total Revenues	10,565,135	12,571,605	12,274,025	13,939,751	730,763	14,670,514
Expenditures						
Main Street	135,239	137,435	137,261	141,466	20,000	161,466
total Dwntrwn & Comm Services	135,239	137,435	137,261	141,466	20,000	161,466
Finance & Administration	846,798	863,123	802,267	1,048,492	-	1,048,492
Accounting	672,841	746,337	719,276	843,643	-	843,643
Purchasing & Properties	646,439	677,610	676,938	718,203	-	718,203
Customer Care	2,330,516	2,488,780	2,486,207	3,049,286	286,063	3,335,349
total Finance & Administration	4,496,594	4,775,850	4,684,688	5,659,624	286,063	5,945,687
GUS Admin	954,103	1,278,657	1,259,211	1,260,667	105,000	1,365,667
Systems Engineering	1,266,706	1,509,286	1,501,752	1,535,245	41,898	1,577,143
Conservation	406,054	934,991	629,167	845,711	339,700	1,185,411
Engineering Support	772,370	906,878	904,275	1,176,589	48,282	1,224,871
total GUS	3,399,233	4,629,812	4,294,405	4,818,212	534,880	5,353,092
Economic Development	353,841	439,700	417,349	453,252	-	453,252
Insurance	588,123	635,000	575,000	705,000	-	705,000
Human Resources	639,025	802,106	801,728	801,643	-	801,643
HR - City-Wide Services*	277,916	496,543	455,100	610,952	-	610,952
Legal Department	618,202	793,685	691,739	887,345	-	887,345
total Management Services	2,477,107	3,167,034	2,940,916	3,458,192	-	3,458,192
Transfers Out, Other	815	-	-	-	-	-
Transfers Out, ISF	118,460	24,065	24,065	-	26,450	26,450
Transfers Out, General Fund	1,500	2,741	2,741	-	-	-
Total Expenditures	10,628,948	12,736,937	12,084,076	14,077,494	867,393	14,944,887
Ending Fund Balance	197,953	260,838	378,092	240,349	(136,630)	103,719
CAFR Adjustment	(9,810)	-	-	-	-	-
AVAILABLE WORKING CAPITAL	188,143	260,838	378,092	240,349	(136,630)	103,719

Item # A

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
<i>Facilities</i>	<i>Facilities ISF</i>	<i>Vertical Lift - Lease</i>				3,000		3,000	3,000	<i>Lease equipment</i>
		<i>Move to the old Police Department</i>								
<i>Planning</i>	<i>Facilities ISF</i>	<i>Building</i>			104,200	22,800		127,000	-	
		TOTAL FACILITIES ISF	0.0	-	104,200	25,800	-	130,000	3,000	

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
<i>Fleet Services</i>	<i>Fleet ISF</i>	<i>Additional Technician</i>	1.0	79,417	3,400			82,817		<i>Workload of Western District</i>
<i>Fleet Services</i>	<i>Fleet ISF</i>	<i>Maintenance Funding for Additional TRV's</i>			32,000			32,000	32,000	
<i>Police Ops</i>	<i>Fleet ISF</i>	<i>Five (5) Refurbished Radios</i>				5,500		5,500	-	
		TOTAL FLEET ISF	1.0	79,417	35,400	5,500	-	120,317	112,817	

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Legal	IT ISF	Contract Management Software			40,000			40,000	10,000	
Police Admin	IT ISF	QED Data Conversion to OSS!			60,000			60,000		
Parks Admin	IT ISF	Parks and Recreation Software Replacement			150,000			150,000	20,000	Funded with Fund Balance in Technology ISF
TOTAL IT ISF			0.0	-	250,000	-	-	250,000	30,000	
Emergency Svcs	PSOTC/ IT ISF	Computer Monitors, Thin Clients and Printers for Emergency Ops Center			32,798			32,798		Fund from remaining PSOTC funding or Fund Balance/ IT ISF
TOTAL PSOTC/IT ISF			0.0	-	32,798	-	-	32,798	-	
Info Tech	Tech ISF	Expand Capacity of Veeam/Exagrid Backup and Disaster Recovery System				100,000		100,000		Recommended Debt Funding (7 yr)
Info Tech	Tech ISF	Increase Capacity of Backup Internet Line			22,000			22,000	20,000	
Info Tech	Tech ISF	Implement 2 Factor Authentication to Protect City IT system from Cyber			20,000			20,000	10,000	
Info Tech	Tech ISF	Upgrade for Microsoft Exchange Server Software (E-mail System)			20,000			20,000		
TOTAL TECH ISF			0.0	-	62,000	100,000	-	162,000	30,000	

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

<i>Dept</i>	<i>Fund</i>	<i>Description</i>	<i>FTE</i>	<i>Personnel</i>	<i>Operations</i>	<i>Capital</i>	<i>Revenue Offset</i>	<i>2015/16 Total</i>	<i>2016/17 On-Going</i>	<i>Comments</i>
Conservation	Jt Svcs	WSSC Demonstration Gardens			10,000	129,700		139,700	15,000	
Customer Care	Jt Svcs	Western District Temporary Staff upgraded to Full-Time	1.0	61,963	4,800			66,763	61,963	Increased allocation Rural Water
Customer Care	Jt Svcs	Credit Card Readers Chip Enabled Credit Cards			11,000			11,000		
Engineering Support	IT ISF	Move As-Builts from Brylan Manager			31,000			31,000	5,000	\$5,000/yr maint; Project on IT masterplan
Engineering Support	Jt Svcs	Staffing increase for Eng Support	1.0	43,207	5,075			48,282	89,688	Hire 4/1/2016
Engineering Support	IT ISF	Integrate Infor EAM and Laserfiche			50,000			50,000		Project on IT masterplan
Engineering Support	Electric	Location/Address Validation System			100,000			100,000	10,000	Part of CIS Project
Main Street System	Jt Svcs	Increased 3 Hour Parking Enforcement			20,000		(5,000)	15,000	20,000	
Engineering	Jt Svcs	Public Improvement Inspector	1.0	38,738	4,110	25,500		68,348	80,587	Hire 4/1/2016
TOTAL JT SVCS			3.0	143,908	235,985	155,200	(5,000)	530,093	282,238	

FY2016 INTERNAL SERVICE FUNDS DETAILS

The schedules included below show the details about the specific projects that are scheduled for FY2016.

FACILITIES MAINTENANCE

Projects by Building

Building	Amount
4th & Austin Lot	9,988
6th & Main Lot	5,262
9th & Main Lot	6,970
Airport Terminal	50,988
Airport Tower	35,307
Animal Shelter	33,290
Art Center / Office Buildings	22,416
Chamber Building	6,893
City Hall	82,175
Citywide Parking Lots	3,500
Community Center	79,702
Country Club Rivery	1,149
Court/Council Chambers	39,055
CVB	36,076
Fire 1	48,488
Fire 2	34,843
Fire 3	45,953
Fire 4	40,451
Fire 5	45,224
Fuel Site	7,990
GCAT	72,700
GMC	181,464
Grace Heritage	17,904
Industrial Ave Lot	4,857
Library	216,365
Madellia Hilliard	9,950
Main Street Landscaping	17,750
Monument Signs	12,250
Old Library	16,771
Old Police/Annex	34,000
Parks Admin	59,603
Public Safety	425,418
Rec Center	438,690
Scenic Drive Median	10,345
Substations East & West	14,000
Tennis Center	50,142
University & I 35 Median	824
Village PID	96,510
Western District	63,634
Williams Drive Median	824
Facilities ISF Total	2,379,721

Projects by Project Type

Project Type	Amount
Carpet Replacement	39,832
Carpet Replacement (GUS)	4,500
Carpet Replacement (Planning)	4,500
Carpet Replacement (Purchasing)	875
Carpet Replacement (Utility Office)	1,125
Concrete Staining	6,000
Cost for basic park maintenance	19,440
Council Chambers Chairs	1,067
Dry Deck	200
Elevator Maintenance	26,320
Emergency Generator Maintenance	55,897
Fire Extinguisher/Inspection	58,388
Fountain Maintenance	6,000
Furniture	34,571
Gate Maintenance	12,490
Gym & Racquetball Court Floor Maint.	5,000
Halon/Fire Alarm Maintenance	850
HVAC Maintenance	114,596
HVAC Replacement	187,818
Ice Machine Maintenance	19,500
Ice Machine Replacement	14,000
Irrigation Inspections	33,350
Irrigation Maintenance	44,500
Janitorial Services	767,223
Janitorial Supplies	62,883
Landscape Maintenance	345,144
Overhead Door Maintenance	16,600
Painting, Ext.	20,708
Painting, Int.	47,242
Painting, Int.	1,250
Parking Lot Maintenance	25,751
Pest Extermination	11,202
Preventative Maintenance	131,296
Racquetball Court Wall Tiles	2,700
Roof Replacement	125,117
Seal Kennels floors	4,858
Security System Maintenance/Phone	71,131
Table and Chair Replacement	4,700
Tennis Court Resurfacing	7,600
Tree Trimming	18,500
Tree Trimming	3,500
Vinyl Replacement	19,997
Water Softener Maintenance	1,500
Facilities ISF Total	2,379,721

FLEET MANAGEMENT

Projects by Division

Unit	Vehicle	Department	Year	Useful Life	FY2016 Cost
864-181	YAMAHA RANGER CART	Police	2011	5	8,500
864-183	YAMAHA RANGER CART	Police	2011	5	8,500
864-106	FORD CROWN VICTORIA	Police	2004	10	36,000
864-101	FORD CROWN VICTORIA	Police	2005	10	36,000
864-56	FORD CROWN VICTORIA	Police	2008	6	55,000
864-76	FORD CROWN VICTORIA	Police	2008	6	55,000
550-08	TANKER TYPE 2 TENDER	Fire	1995	10	350,000
550-12	ATTACK TRUCK TYPE 4 ENGINE	Fire	1994	10	400,000
Fleet ISF Total					\$ 949,000

INFORMATION TECHNOLOGY

Projects by Division

Project	Reason	FY2016 Cost
Hardware Replacements		
Replace primary network firewall/intrusion protection device	End of life	90,000
Replace core virtual server host machines (5 large servers)	End of life	300,000
Replace main storage area network data switch	End of support	60,000
Replace voice-over-ip phone system servers and software	End of life, End of vendor support	300,000
Replace Cisco telephones (200)	End of life	55,000
Replace library training laptops (12)	End of life	24,000
Lease buy-out of large format scanner/copier in Planning	Lease buy out will save money over long term	9,600
Replace Library Useful computers (partial)	End of life	10,000
Replace 15 workgroup data switches in buildings (partial)	End of life, equipment failures	70,000
Replace 2 physical application servers	End of life	15,000
IT loaner laptop inventory (4)	Reduce need for individual userlaptops	4,000
Replace server rack power distribution units - partial	End of life	2,000
Hardware Replacements Total		\$ 939,600
Additional ISF Costs		
Software maintenance contracts	Support contracts for business critical apps	\$ 1,588,947
Hardware Replacements Total		\$ 1,588,947
Information Technology ISF Total		\$ 2,528,547

GENERAL CAPITAL PROJECTS

DOWNTOWN PROJECTS - \$1,624,500

- | | | |
|--|-----------|-----------------------|
| • Austin Ave Bridge design | \$675,000 | Tax-Supported CO 2016 |
| ○ <i>Includes funds for pedestrian element design & public participation process</i> | | |
| • Downtown West Festival Area | 460,000 | Tax-Supported CO 2016 |
| ○ <i>Design of open space areas</i> | | |
| • Downtown electric projects | 185,000 | Electric Fund |
| • Street light upgrades/replacements | 40,000 | Electric Fund |
| • General repair/ADA maintenance | 125,000 | Downtown TIRZ |
| • Reconfigure Parking | 50,000 | Downtown TIRZ |
| • Signature gateway | 67,500 | Downtown TIRZ |
| • Tree mitigation | 22,000 | Downtown TIRZ |

FACILITY PROJECTS - \$9,407,049

- | | | |
|--|-------------|-------------------------|
| • Downtown West construction | \$6,705,000 | Cash/Property sale |
| • GMC Remodel | 1,900,000 | Self-Supporting CO 2016 |
| • Transfer Station/Landfill | 210,000 | Tax-Supported CO 2016 |
| • Council Chambers | 100,000 | CVB Fund |
| ○ <i>Design for relocation of Visitor's Center</i> | | |
| • Fire Station 6 | 250,000 | ESD 8 |
| ○ <i>Design – partnership with ESD</i> | | |
| • Facility ADA Transition Plan Improvements | 242,049 | Tax-Supported CO 2016 |

PARKS PROJECTS - \$5,850,000

- | | | |
|---|-------------|-------------------------|
| • San Gabriel Park – Phase 1 | \$2,700,000 | GO Bonds (2013 & 2015A) |
| ○ <i>Funding includes \$1.7M 2015A GO Bonds, and \$1M in previously issued GO Bonds</i> | | |
| • Garey Park –Phase 1 | 3,000,000 | GO Bonds - 2016 |
| • Parks ADA Transition Plan Improvements | 150,000 | Tax-Supported CO 2016 |

TRANSPORTATION PROJECTS - \$20,000,000

- | | | |
|--|--------------|-------------------------|
| • Southwest Bypass | \$20,000,000 | GO Bonds (2015A & 2016) |
| ○ <i>Funds transferred to Street GCP</i> | | |

GENERAL CAPITAL PROJECTS INCOME STATEMENT

General Capital Projects	FY2014 Actual	FY2015 Budget	FY2015 Proj. Actual	FY2016 Prop Budget
Beginning Fund Balance	15,438,822	13,847,992	14,841,330	5,689,710
Revenues				
Interest	81,950	75,000	75,000	75,000
SIP Fees	102,734	-	-	-
Misc Revenue	70,000	-	-	-
Bond Proceeds	6,641,000	8,265,000	8,265,000	29,850,000
Sale of Property	3,550,000	-	-	3,155,000
Grant Revenues	4,699,040	750,000	750,000	-
Other Revenues	-	300,000	300,000	-
Transfer In, General Fund	1,375,500	-	-	-
Transfer In, ESD				250,000
Transfer In, Electric				225,000
Transfer In, Facilities	170,000	-	-	
Transfer In, TIRZ	-	172,000	172,000	375,500
Transfer In, SRF	-	130,000	130,000	100,000
Total Revenues	16,690,224	9,692,000	9,692,000	34,030,500
Expenditures				
Transfer Station	29,741	-	-	210,000
Streets CIP	8,628,400	4,371,000	4,371,000	20,000,000
Public Safety CIP	2,737,697	5,455,000	5,455,000	
Downtown West				6,705,000
Parks CIP	3,321,000	5,928,000	5,928,000	4,700,000
GMC Remodel				1,900,000
Downtown & Facilities CIP	9,250	1,766,000	1,766,000	2,366,549
Debt Issuance Cost	83,910	115,620	115,620	402,000
Transfer Out, SRF	955,000	-	-	-
Transfer Out, ISF	1,436,000	1,208,000	1,208,000	1,111,000
Other Transfers Out	131,000	-	-	-
Total Expenditures	17,331,998	18,843,620	18,843,620	37,394,549
Ending Fund Balance	14,797,048	4,696,372	5,689,710	2,325,661
CAFR Adjustment	44,282	-		
SIP Reservation	-	67,200		
Available Fund Balance	14,841,330	4,629,172	5,689,710	2,325,661

Updated - Proposed 2016 Debt Program

ISSUED OCTOBER 2015 – Impacts 2015 Tax Rate for 2015/16:

\$11,700,000 - 2015A GENERAL OBLIGATION BONDS:

- **2015 Road Bond Authorization - \$10,000,000**
 - 20 year debt service
 - 1st tranche of the bond authorization approved by voters in May 2015 to fund the first phase of the Southwest Bypass project
 - 2015 Tax Impact = \$0.013
 - **2008 Park Bond Authorization**
 - **San Gabriel Park Improvements - \$1,700,000**
 - 20 Year Bonds
 - Authorized by voters with the 2008 Park Bond package
 - Funds balance of phase 1 of San Gabriel Park improvements with balance of funding for Phase 1 from \$1m remaining bond proceeds issued in 2013
-

ISSUED APRIL 2016 – Impacts 2016 Tax Rate for 2016/17:

\$13,000,000 – 2016 GENERAL OBLIGATION BONDS:

- **2008 Park Bond Authorization**
 - **Garey Park Improvements - \$ 3,000,000**
 - 20 year debt service
 - First of 3 proposed bond issues to fund construction of Garey Park
 - **2015 Road Bond Authorization - \$10,000,000**
 - 20 year debt service
 - 2nd tranche of bond authorization approved by voters in May 2015
 - Completes funding of the Southwest Bypass project
-

ISSUED APRIL 2016 – Impacts 2016 Tax Rate for 2016/17: Actual size of bond issue based on project timing or other potential identified funding sources, and will include bond issuance costs.

2016 CERTIFICATES OF OBLIGATION:

(Net proceeds)

\$ 675,000	Austin Avenue Bridge Design • Includes funds for pedestrian element & public participation process	20 Year Bonds	Tax-Supported
210,000	Transfer Station & Landfill Repair	20 Year Bonds	Tax-Supported

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\$852,049	Facilities/Parks Improvements <ul style="list-style-type: none"> • ADA Transition Plan Improvements - Facilities • ADA Transition Plan Improvements - Parks • Downtown West Festival Area Design 	20 Year Bonds \$242,049 \$150,000 \$460,000	Tax-Supported
750,000	Public Safety – Fire Apparatus replacement	10 Year Bonds	Tax-Supported
199,000	Public Safety – Police vehicle replacement	7 Year Bonds	Tax-Supported
162,000	Technology Improvements <ul style="list-style-type: none"> • Funds Firewall upgrades & replace of the VMWare Server 	7 Year Bonds	Tax-Supported

\$2,848,000 Total NET PROCEEDS – 2015 CO – TAX SUPPORTED

1,900,000	GMC Remodel <ul style="list-style-type: none"> • Repaid through Utility (Elec/Water Services) Revenues 	20 Year Bonds	Self-Supported
250,000	Stormwater Drainage CIP <ul style="list-style-type: none"> • Repaid through Drainage Fees 	20 Year Bonds	Self-Supported

\$4,998,000 Total NET PROCEEDS – 2015 CO

ISSUED APRIL 2016 – Repaid thru existing utility rates: Actual size of bond issue will be based on project timing or other potential identified funding sources, as well as, bond issuance costs.

2016 UTILITY REVENUE BONDS:

(Net proceeds)

\$ 1,795,000	Electric Improvements <ul style="list-style-type: none"> • SCADA and substation improvements 	20 Year Debt	Utility Revenues - Electric
2,462,000	Water Improvements <ul style="list-style-type: none"> • Western District improvements <ul style="list-style-type: none"> ○ Pastor Pump station improvements 	20 Year Debt	Utility Revenues – Water
5,548,000	Wastewater Improvements <ul style="list-style-type: none"> • Pecan Branch Interceptor • Berry Creek Interceptor – Phase 2 	20 Year Debt	Utility Revenues – Sewer

\$9,805,000 TOTAL NET REVENUE BONDS

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EMPLOYEE DETAILED LISTING

CITYWIDE SUMMARY OF FY2016 NEW POSITIONS

Division / Department	Position Title	FT Emp's	PT Emp's
Downtown & Community Services			
Convention and Visitors Bureau	Visitor's Center (two quarter-time emps)		0.5
Library	Librarian	1	
Parks	Parks Maintenance Workers (2 PT)		1
Total Downtown & Community Services New FTE's		1	1.5
Finance and Administration			
Customer Care	Development Account Specialist	1	
Fleet Services	Mechanic	1	
Total Finance and Administration New FTE's		2	0
Fire			
Support Services	Emergency Management Coordinator	1	
Total Fire New FTE's		1	0
Georgetown Utility Systems			
Electric Administration	Utility Safety and Training Specialist	1	
Energy Services	Crew Leader	1	
Energy Services	Journeyman Lineman	3	
Energy Services	Electric Project Coordinator	1	
Electric Engineering	Electric Project Coordinator	1	
System Operations	System Control Manager	1	
System Operations	System Control Supervisor	1	
System Operations	System Control Operator	1	
Inspections	Combination Building Inspectors	2	
Engineering Support	GIS Analyst or Sys Eng Associate	1	
Systems Engineering	Public Improvements Inspector	1	
Water Services	Plant Operations Manager	0.5	
Water Services	Water Services Supervisor	1	
Water Services	Water Plant Operator, Senior	3	
Water Services	Water Plant Operator	2	
Wastewater	Plant Operations Manager	0.5	
Wastewater	Water Services Supervisor	1	
Wastewater	Wastewater Plant Operator, Senior	3	
Wastewater	Wastewater Plant Operator	4	
Total Georgetown Utility Systems New FTE's		29	0
Police			
Police Operations	Patrol Officer (SRO)	1	
Total Police New FTE's		1	0
Transportation			
Stormwater Drainage	MS4 Program Administrator	1	
Stormwater Drainage	Street Sweeper/Inlet Maintenance Specialist	1	
Total Transportation New FTE's		2	0
New Full Time Employees		36	
New Part Time Employees			1.5
Total Citywide New Employee's		37.5	

CITYWIDE EMPLOYEE SUMMARY

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PTE	FY15 FT	FY15 PTE	FY15 FT-PA	FY15 PTE-PA	FY16 FT-B	FY16 PTE-B	FY16 FT-C	FY16 PTE-C	FY16 FT-T	FY16 PTE-T
Management Services												
Full Time Employees	29		32		32		32		-		32	
Part Time Employees		1		1		1		1		-		1
Total Divisional Emp's	30		33		33		33		-		33	
Downtown & Community Services												
Full Time Employees	75		81		82		82		1		83	
Part Time Employees		22.5		23.5		23.5		23.5		1.5		25
Total Divisional Emp's	97.5		104.5		105.5		105.5		2.5		108	
Finance & Administration												
Full Time Employees	72		74		77		78		2		80	
Part Time Employees		-		-		-		-		-		-
Total Divisional Emp's	72		74		77		78		2		80	
Fire												
Full Time Employees	93		103		109		109		1		110	
Part Time Employees		-		-		-		-		-		-
Total Divisional Emp's	93		103		109		109		1		110	
Georgetown Utility Systems												
Full Time Employees	131		146		152		153		29		182	
Part Time Employees		-		-		-		-		-		-
Total Divisional Emp's	131		146		152		153		29		182	
Police												
Full Time Employees	115		119		119		119		1		120	
Part Time Employees		1.5		2		2		2		-		2
Total Divisional Emp's	116.5		121		121		121		1		122	
Transportation												
Full Time Employees	31		31		30		31		2		33	
Part Time Employees		3.75		3.75		3.75		3.75		-		3.75
Total Divisional Emp's	34.75		34.75		33.75		34.75		2		36.75	
Full Time Employees	546		586		601		604		36		640	
Part Time Employees		28.75		30.25		30.25		30.25		1.5		31.75
Total Citywide Emp's	574.75		616.25		631.25		634.25		37.50		671.75	

MANAGEMENT SERVICES

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
City Manager's Office (100-0602)												
City Manager	1	-	1	-	1	-	1	-	-	-	1	-
Project Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Risk & Safety Coordinator	1	-	-	-	-	-	-	-	-	-	-	-
Executive Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Mail Couriers (P/T)	-	0.5	-	1	-	1	-	1	-	-	-	1
Sub-total	4	0.5	3	1	3	1	3	1	-	-	3	1
City Secretary (100-0635)												
City Secretary	1	-	1	-	1	-	1	-	-	-	1	-
Assistant City Secretary	1	-	1	-	1	-	1	-	-	-	1	-
Records Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Assistant	-	-	1	-	1	-	1	-	-	-	1	-
Office Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	4	-	5	-	5	-	5	-	-	-	5	-
Economic Development (540-0637)												
Economic Development Director	1	-	1	-	1	-	1	-	-	-	1	-
Economic Development Pgm Mgr	-	0.5	1	-	1	-	1	-	-	-	1	-
Administrative Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	2	0.5	3	-	3	-	3	-	-	-	3	-
Human Resources (540-0639)												
Human Resources Director	1	-	1	-	1	-	1	-	-	-	1	-
Assistant HR Director	1	-	1	-	1	-	1	-	-	-	1	-
Risk & Safety Manager	-	-	1	-	1	-	1	-	-	-	1	-
Human Resources Generalist	3	-	3	-	3	-	3	-	-	-	3	-
Human Resources Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	6	-	7	-	7	-	7	-	-	-	7	-
Legal (540-0654)												
City Attorney	1	-	1	-	1	-	1	-	-	-	1	-
Assistant City Attorney	2	-	2	-	2	-	2	-	-	-	2	-
Legal Assistant	1	-	1	-	1	-	2	-	-	-	2	-
Administrative Assistant	1	-	1	-	1	-	-	-	-	-	-	-
Sub-total	5	-	5	-	5	-	5	-	-	-	5	-
Planning (100-0107)												
Planning Director	1	-	1	-	1	-	1	-	-	-	1	-
Principal Planner	2	-	2	-	2	-	2	-	-	-	2	-
Planning Technician	2	-	2	-	2	-	2	-	-	-	2	-
Planner, Senior	1	-	1	-	1	-	1	-	-	-	1	-
Planner	1	-	2	-	2	-	2	-	-	-	2	-
Administrative Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	8	-	9	-	9	-	9	-	-	-	9	-
Full Time Employees	29		32		32		32		-	-	32	
Part Time Employees		1		1		1		1		-		1
Total Divisional FTE's	30		33		33		33		0		33	

DOWNTOWN & COMMUNITY SERVICES

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
DTCS Administration (100-0201)												
Assistant City Manager	1	-	1	-	1	-	1	-	-	-	1	-
Housing Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Senior Planner	1	-	1	-	1	-	1	-	-	-	1	-
Project Manager	-	-	1	-	1	-	1	-	-	-	1	-
Executive Assistant	0.5	-	1	-	1	-	1	-	-	-	1	-
Sub-total	3.5	-	5	-	5	-	5	-	-	-	5	-
					4		4					
Convention and Visitors Bureau (201-0208 and 201-0254)												
Tourism Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Visitor Center Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Group Sales & Servicing Coordinator	-	-	1	-	1	-	1	-	-	-	1	-
Marketing Coordinator	-	-	-	-	1	-	1	-	-	-	1	-
Administrative Assistant II	1	-	1	-	-	-	-	-	-	-	-	-
Executive Assistant	0.5	-	-	-	-	-	-	-	-	-	-	-
Office Assistant PT	-	-	-	-	-	-	-	-	-	0.5	-	0.5
Sub-total	3.5	-	4	-	4	-	4	-	-	0.5	4	0.5
					4		4					
Communications (100-0655)												
Public Communications Manager	1	-	1	-	1	-	1	-	-	-	1	-
Webmaster	1	-	1	-	1	-	1	-	-	-	1	-
Media Marketing Specialist	-	-	1	-	1	-	1	-	-	-	1	-
Sub-total	2	-	3	-	3	-	3	-	-	-	3	-
					3		3					
Facilities Maintenance (500-0319)												
Support Services Manager	1	-	1	-	-	-	-	-	-	-	-	-
CIP Manager	-	-	-	-	1	-	1	-	-	-	1	-
Facilities Maintenance Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Building Technician, Lead	1	-	1	-	-	-	-	-	-	-	-	-
Building Technician, Senior	3	-	3	-	2	-	2	-	-	-	2	-
Building Technician	1	-	1	-	2	-	2	-	-	-	2	-
Facilities Foreman	-	-	-	-	1	-	1	-	-	-	1	-
Facilities Coordinator	-	-	-	-	-	-	-	-	-	-	-	-
Sub-total	7	-	7	-	7	-	7	-	-	-	7	-
Library (100-0210 & 100-0218)												
Library Services Director	1	-	1	-	1	-	1	-	-	-	1	-
Assistant Library Services Director	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Senior Librarian	2	-	2	-	2	-	2	-	-	-	2	-
Librarian	4	-	4	-	4	-	4	-	1	-	5	-
Bookmobile Librarian	1	-	1	-	1	-	1	-	-	-	1	-
Accounting Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Library Assistant	8	2.5	8	2.5	8	3	8	3	-	-	8	2.5
Sub-total	19	2.5	19	2.5	19	2.5	19	2.5	1	-	20	2.5
Main Street (540-0653 & 226-0653)												
Main Street Manager	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	1	-	1	-	1	-	1	-	-	-	1	-
Parks (100-0211)												
Assistant Director of Parks & Rec	1	-	1	-	1	-	1	-	-	-	1	-
Parks Superintendent	1	-	1	-	1	-	1	-	-	-	1	-
Project Manager	-	-	-	-	1	-	1	-	-	-	1	-
Parks Maintenance Foreman	2	-	2	-	2	-	2	-	-	-	2	-
Urban Forester	1	-	1	-	1	-	1	-	-	-	1	-
Parks Maintenance Worker, Senior	5	-	6	-	5	-	5	-	-	-	5	-
Parks Maintenance Worker	7	1.5	7	1.5	8	1.5	8	2	-	1	8	2.5
Sub-total	17	1.5	18	1.5	19	1.5	19	1.5	-	1	19	2.5
Parks Administration (100-0202)												
Parks & Recreation Director	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	2	-	2	-	2	-	2	-	-	-	2	-

Downtown & Community Services Employee Summary continues on the next page

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DOWNTOWN & COMMUNITY SERVICES (CONT'D)

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Recreation (100-0212)												
Special Services Superintendent	1	-	1	-	1	-	1	-	-	-	1	-
Recreation Superintendent	1	-	1	-	1	-	1	-	-	-	1	-
Youth Adventure Prgm Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Recreation Program Coordinator	2	-	2	-	2	-	2	-	-	-	2	-
Aquatic Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Aquatics Specialist	-	-	1	-	1	-	1	-	-	-	1	-
Recreation Center Supervisor	2	-	2	-	2	-	2	-	-	-	2	-
Recreation Specialist	4	-	5	-	5	-	5	-	-	-	5	-
Recreation Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Office Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Office Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Recreation Maintenance Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Special Events & Mktg Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	17	-	19	-	19	-	19	-	-	-	19	-
Recreation Programs / Tennis Center (100-0214 & 100-0213)												
Challenge Course Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Tennis Professional	1	-	1	-	1	-	1	-	-	-	1	-
Tennis Center Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Recreation Assistants	-	4.0	-	5.0	-	5	-	5	-	-	-	5
Camp Staff, Seasonal	-	2.75	-	2.75	-	2.75	-	2.75	-	-	-	2.75
Pool Staff, Seasonal	-	11.75	-	11.75	-	11.75	-	11.75	-	-	-	11.75
Sub-total	3	18.5	3	19.5	3	19.5	3	19.5	-	-	3	19.5
Full Time Employees*	75		81		82		82		1		83	
Part Time Employees		22.50		23.50		23.5		23.5		1.5		25
Total Divisional Emp's	97.5		104.5		105.5		105.5		2.5		108	

FINANCE AND ADMINISTRATION

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Finance Administration (540-0302)												
Chief Financial Officer	1	-	1	-	1	-	1	-	-	-	1	-
Finance Director	1	-	1	-	-	-	-	-	-	-	-	-
Budget Manager	-	-	-	-	-	-	1	-	-	-	1	-
Budget Analyst	1	-	1	-	1	-	1	-	-	-	1	-
Project Manager	-	-	-	-	1	-	1	-	-	-	1	-
Executive Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	5	-	5	-	5	-	6	-	-	-	6	-
Accounting (540-0315)												
Controller	1	-	1	-	1	-	1	-	-	-	1	-
Accounting Supervisor	1	-	1	-	-	-	-	-	-	-	-	-
Accountant, Senior	1	-	1	-	3	-	3	-	-	-	3	-
Accountant	1	-	1	-	1	-	1	-	-	-	1	-
Accounting Specilaist Suprvisor	-	-	-	-	1	-	1	-	-	-	1	-
Accounting Specialist, Senior	3	-	3	-	2	-	2	-	-	-	2	-
Accounting Specialist	2	-	2	-	2	-	2	-	-	-	2	-
Sub-total	9	-	9	-	10	-	10	-	-	-	10	-
Customer Care (540-0321 & 540-0338)												
Utility Customer Service Manager	1	-	1	-	1	-	1	-	-	-	1	-
Utility Customer Ops Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Utility Customer Service Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Project Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Business Coordinator	-	-	-	-	1	-	1	-	-	-	1	-
Business Analyst	1	-	1	-	1	-	1	-	-	-	1	-
Billing Specialist, Utilities	1	-	1	-	2	-	2	-	-	-	2	-
Accounting Specialist, Utilities	-	-	-	-	-	-	-	-	-	-	-	-
Customer Service Representative, Sr	3	-	3	-	3	-	3	-	-	-	3	-
Customer Service Representative	2	-	2	-	4	-	4	-	-	-	4	-
Development Account Specialist	3	-	3	-	3	-	3	-	1	-	4	-
Field Customer Service Technician	2	-	2	-	1	-	1	-	-	-	1	-
AMR Systems Operator, Senior	1	-	1	-	1	-	1	-	-	-	1	-
AMR Systems Operator	2	-	2	-	2	-	2	-	-	-	2	-
AMR Operator	-	-	-	-	-	-	-	-	-	-	-	-
Sub-total	19	-	19	-	22	-	22	-	1	-	23	-
Fleet Services (520-0320)												
Fleet Maintenance Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Mechanic, Lead	1	-	1	-	1	-	1	-	-	-	1	-
Mechanic, Master	4	-	4	-	4	-	4	-	-	-	4	-
Mechanic, Senior	1	-	1	-	1	-	1	-	-	-	1	-
Mechanic	-	-	-	-	-	-	-	-	1	-	1	-
Service Writer/Parts	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	8	-	8	-	8	-	8	-	1	-	9	-

Finance and Administration Employee Summary continues on the next page

FINANCE AND ADMINISTRATION (CONT'D)

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Information Technology (570-0652)												
IT Director	1	-	1	-	1	-	1	-	-	-	1	-
Assistant IT Director	1	-	1	-	1	-	1	-	-	-	1	-
Applications Manager	-	-	-	-	-	-	1	-	-	-	1	-
IT Supervisor	-	-	1	-	1	-	-	-	-	-	-	-
Technical Support Specialist, Senior	1	-	1	-	1	-	-	-	-	-	-	-
Technical Support Specialist	1	-	1	-	1	-	2	-	-	-	2	-
Desktop Tech	-	-	1	-	1	-	-	-	-	-	-	-
IT Operations Manager	1	-	1	-	1	-	-	-	-	-	-	-
Network Administrator	1	-	1	-	1	-	2	-	-	-	2	-
Email Administrator	1	-	1	-	1	-	1	-	-	-	1	-
Systems Administrator	1	-	2	-	2	-	2	-	-	-	2	-
IT Project Manager	1	-	1	-	1	-	1	-	-	-	1	-
Enterprise Systems Architect	1	-	1	-	1	-	1	-	-	-	1	-
Data Architect	-	-	-	-	-	-	-	-	-	-	-	-
Systems Analyst, Senior	2	-	1	-	1	-	3	-	-	-	3	-
Systems Analyst	2	-	2	-	2	-	2	-	-	-	2	-
Business System Analyst	1	-	1	-	1	-	-	-	-	-	-	-
GIS Technician	1	-	1	-	-	-	-	-	-	-	-	-
Sub-total	16	-	18	-	17	-	17	-	-	-	17	-
Municipal Court (100-0316 & 233-0316)												
Judge	1	-	1	-	1	-	1	-	-	-	1	-
Municipal Court Administrator	1	-	1	-	1	-	1	-	-	-	1	-
Municipal Court Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Associate Deputy Court Clerk	2	-	2	-	2	-	2	-	-	-	2	-
Deputy Court Clerk, Senior	1	-	1	-	1	-	1	-	-	-	1	-
Deputy Court Clerk	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	7	-	7	-	7	-	7	-	-	-	7	-
Purchasing (540-0317)												
Purchasing Manager	1	-	1	-	1	-	1	-	-	-	1	-
Buyer	2	-	2	-	2	-	2	-	-	-	2	-
Contract Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Warehouse Coordinator	-	-	-	-	1	-	1	-	-	-	1	-
Warehouse Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Warehouse Worker, Senior	1	-	1	-	-	-	-	-	-	-	-	-
Warehouse Worker	2	-	2	-	2	-	2	-	-	-	2	-
Sub-total	8	-	8	-	8	-	8	-	-	-	8	-
Full Time Employees	72		74		77		78		2		80	
Part Time Employees		-		-		-		-		-		-
Total Divisional FTE's	72		74		77		78		2		80	

FIRE SERVICES

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Emergency Services (100-0422)												
Assistant Fire Chief	1	-	-	-	-	-	-	-	-	-	-	-
Battalion Chief	3	-	3	-	3	-	3	-	-	-	3	-
Captain	9	-	9	-	6	-	6	-	-	-	6	-
Lieutenant	16	-	16	-	16	-	15	-	-	-	15	-
Driver Engineer	21	-	20	-	20	-	21	-	-	-	21	-
Firefighter	34	-	35	-	35	-	36	-	-	-	36	-
Fire & Life Safety Inspector	2	-	-	-	-	-	-	-	-	-	-	-
Emergency Management Coord.	-	-	1	-	1	-	-	-	-	-	-	-
Sub-Total	86	-	84	-	81	-	81	-	-	-	81	-
Support Services (100-0402)												
Fire Chief	1	-	1	-	1	-	1	-	-	-	1	-
Assistant Fire Chief	1	-	2	-	2	-	2	-	-	-	2	-
Battalion Chief	2	-	2	-	2	-	2	-	-	-	2	-
Captain	-	-	-	-	3	-	3	-	-	-	3	-
Emergency Management Coord.	1	-	-	-	-	-	-	-	1	-	1	-
Lieutenant	-	-	2	-	2	-	2	-	-	-	2	-
Fire Plans/Exam/Code Inspector	-	-	1	-	1	-	1	-	-	-	1	-
Administrative Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Office Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Sub-Total	7	-	10	-	13	-	13	-	1	-	14	-
Paramedic Program (244-0448)												
Fire Based Paramedic Program	-	-	9	-	15	-	15	-	-	-	15	-
Sub-Total	-	-	9	-	15	-	15	-	-	-	15	-
Full Time Employees	93		103		109		109		1		110	
Part Time Employees		-		-		-		-		-		-
Total Divisional FTE's	93		103		109		109		1		110	

GEORGETOWN UTILITY SYSTEMS

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
GUS Administration (540-0502)												
General Manager - Utilities	1	-	1	-	1	-	1	-	-	-	1	-
Deputy General Manager - Utilities	1	-	1	-	1	-	1	-	-	-	1	-
Electric Project Coordinator	-	-	1	-	1	-	1	-	-	-	1	-
Executive Assistant	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Assistant - GUS	3	-	3	-	3	-	3	-	-	-	3	-
Office Specialist	1	-	2	-	2	-	2	-	-	-	2	-
Sub-total	7	-	9	-	9	-	9	-	-	-	9	-
<u>ELECTRIC</u>												
Electric Administration (610-0522)												
Utility Director	0.5	-	0.5	-	0.5	-	0.5	-	-	-	0.5	-
Safety & Training Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Utility Safety & Training Specialist	-	-	-	-	-	-	-	-	1	-	1	-
Sub-total	1.5	-	1.5	-	1.5	-	1.5	-	1	-	2.5	-
Energy Services (610-0525 and 610-0535)												
T&D Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
T&D Services Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Energy Services Supervisor	2	-	2	-	2	-	2	-	-	-	2	-
Crew Leader	3	-	3	-	3	-	3	-	1	-	4	-
Lineman	3	-	3	-	3	-	5	-	-	-	5	-
Journeyman Lineman	7	-	7	-	7	-	3	-	3	-	6	-
Apprentice Lineman	7	-	7	-	7	-	7	-	-	-	7	-
Substation I&C Technician	2	-	2	-	2	-	2	-	-	-	2	-
Substation Technician	2	-	2	-	2	-	2	-	-	-	2	-
Electric Project Coordinator	2	-	1	-	1	-	2	-	1	-	3	-
Financial Analyst	-	-	-	-	(1)	-	-	-	-	-	-	-
Sub-total	30	-	29	-	28	-	28	-	5	-	33	-
Electric Engineering (610-0557)												
Energy Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
Associate Electric Project Coordinator	2	-	2	-	2	-	2	-	-	-	2	-
Electric Service Delivery Supervisor	-	-	1	-	1	-	1	-	-	-	1	-
Electric Project Coordinator	1	-	1	-	1	-	2	-	1	-	3	-
Sub-total	4	-	5	-	5	-	6	-	1	-	7	-
Resource Management (610-0537)												
Mgr of Res Plan. & Int.	1	-	1	-	1	-	1	-	-	-	1	-
Utilities/Energy Analyst	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	2	-	2	-	2	-	2	-	-	-	2	-
System Operations (610-0555)												
T&D Services Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
System Control Center Manager	-	-	-	-	-	-	-	-	1	-	1	-
System Control Center Supervisor	-	-	-	-	-	-	-	-	1	-	1	-
System Control Center Operator	6	-	6	-	6	-	6	-	1	-	7	-
Utility Locator	2	-	3	-	3	-	3	-	-	-	3	-
Sub-total	9	-	10	-	10	-	10	-	3	-	13	-
Technical Services (610-0524)												
Technical Services Manager	-	-	1	-	1	-	1	-	-	-	1	-
T&D Services Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Meter Services Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Senior Metering Technician	2	-	2	-	2	-	2	-	-	-	2	-
Metering Technician	1	-	2	-	2	-	2	-	-	-	2	-
Field Technician	2	-	2	-	2	-	2	-	-	-	2	-
SCADA Technician	3	-	3	-	3	-	3	-	-	-	3	-
Sub-total	10	-	12	-	12	-	12	-	-	-	12	-

Georgetown Utility Systems Employee Summary continues on the next page

GEORGETOWN UTILITY SYSTEMS (CONT'D)

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
<u>ENVIRONMENTAL SERVICES</u>												
Conservation (540-0534)												
Conservation Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
Utility Conservation Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Education Resource Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Energy Auditor/Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Conservation Program Analyst	-	-	1	-	1	-	1	-	-	-	1	-
Landscape Inspector	-	-	1	-	-	-	-	-	-	-	-	-
Building Inspector	-	-	-	-	1	-	1	-	-	-	1	-
Sub-total	4	-	6	-	6	-	6	-	-	-	6	-
Environmental Services (100-0533)												
Solid Waste/Recycling Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	1	-	1	-	1	-	1	-	-	-	1	-
<u>SYSTEMS ENGINEERING</u>												
Inspections (100-0536)												
Chief Building Official	1	-	1	-	1	-	1	-	-	-	1	-
Chief Building Inspector	1	-	1	-	1	-	1	-	-	-	1	-
Chief Plans Examiner	1	-	1	-	1	-	1	-	-	-	1	-
Inspector	2	-	2	-	2	-	1	-	-	-	1	-
Combination Building Inspector	-	-	-	-	-	-	-	-	2	-	2	-
Fire Plans Examiner	1	-	-	-	-	-	1	-	-	-	1	-
Permit Technician	3	-	3	-	3	-	3	-	-	-	3	-
Building Plans Examiner	1	-	2	-	2	-	2	-	-	-	2	-
Office Assistant	-	-	-	-	-	-	-	-	-	-	-	-
Sub-total	10	-	10	-	10	-	10	-	2	-	12	-
Engineering Support (540-0547)												
Utility Systems Information Manager	1	-	1	-	1	-	1	-	-	-	1	-
Systems Engineering Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Systems Engineering Associate	5	-	5	-	5	-	5	-	-	-	5	-
GIS Analyst	-	-	-	-	2	-	2	-	-	-	2	-
GIS Analyst or Sys Eng Associate	-	-	-	-	-	-	-	-	1	-	1	-
Project Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	8	-	8	-	10	-	10	-	1	-	11	-
Systems Engineering (540-0526)												
Systems Engineering Director	1	-	1	-	1	-	1	-	-	-	1	-
Inspections Supervisor	1	-	1	-	1	-	-	-	-	-	-	-
Inspector, Senior	3	-	3	-	3	-	3	-	-	-	3	-
Inspector	1	-	1	-	2	-	2	-	-	-	2	-
Public Improvements Inspector	-	-	-	-	-	-	-	-	1	-	1	-
Combination Building Inspector	1	-	1	-	1	-	1	-	-	-	1	-
Water Utility Engineer	1	-	1	-	1	-	2	-	-	-	2	-
Project Manager	3	-	3	-	3	-	3	-	-	-	3	-
Real Estate Service Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	12	-	12	-	13	-	13	-	1	-	14	-

Georgetown Utility Systems Employee Summary continues on the next page

GEORGETOWN UTILITY SYSTEMS (CONT'D)

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
WATER SERVICES												
Water Administration (660-0527, 661-0552, and 661-0532)												
Utility Director	0.5	-	0.5	-	0.5	-	0.5	-	-	-	0.5	-
Public Improvement Inspector, RW	-	-	1	-	-	-	-	-	-	-	-	-
GIS Analyst, RW	-	-	1	-	-	-	-	-	-	-	-	-
Customer Service Rep, RW	-	-	2	-	-	-	-	-	-	-	-	-
Billing Specialist, RW	-	-	1	-	-	-	-	-	-	-	-	-
Project Manager, RW	-	-	1	-	-	-	-	-	-	-	-	-
Sub-total	0.5	-	6.5	-	0.5	-	0.5	-	-	-	0.5	-
Water (660-0528, 660-0529, 661-0550, and 661-0551)												
Plant Operations Manager	-	-	-	-	-	-	-	-	0.5	-	0.5	-
Water Services Supervisor	2	-	2	-	2	-	2	-	1	-	3	-
Water Plant Operator, Senior	-	-	-	-	-	-	-	-	3	-	3	-
Water Plant Operator	-	-	-	-	-	-	-	-	2	-	2	-
Water Services Technician, Specialist	1	-	2	-	2	-	2	-	-	-	2	-
Water Services Technician, Senior	5	-	5	-	4	-	5	-	-	-	5	-
Water Services Technician	4	-	4	-	5	-	4	-	-	-	4	-
Water Services Technician, Trainee	5	-	6	-	6	-	6	-	-	-	6	-
Water Services Technician, RW	-	-	-	-	4	-	4	-	-	-	4	-
Water Services Supervisor, RW	-	-	-	-	1	-	1	-	-	-	1	-
Water Services Technician, Trainee, RW	-	-	-	-	5	-	5	-	-	-	5	-
Sub-total	17	-	19	-	29	-	29	-	6.5	-	35.5	-
Wastewater (660-0530 and 660-0531)												
Plant Operations Manager	-	-	-	-	-	-	-	-	0.5	-	0.5	-
Water Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
Water Services Supervisor	2	-	2	-	2	-	2	-	1	-	3	-
Wastewater Plant Operator, Senior	-	-	-	-	-	-	-	-	3	-	3	-
Wastewater Plant Operator	-	-	-	-	-	-	-	-	4	-	4	-
Water Services Technician, Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Water Services Technician, Senior	2	-	2	-	3	-	3	-	-	-	3	-
Water Services Technician	6	-	6	-	5	-	5	-	-	-	5	-
Water Services Technician, Trainee	2	-	2	-	2	-	2	-	-	-	2	-
Sub-total	14	-	14	-	14	-	14	-	8.5	-	22.5	-
Irrigation (660-0532)												
Water Services Technician, Trainee	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	1	-	1	-	1	-	1	-	-	-	1	-
Full Time Employees	131		146		152		153		29		182	
Part Time Employees		-		-		-		-		-		-
Total Divisional FTE's	131		146		152		153		29		182	

POLICE SERVICES

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PTE-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Police Administration (100-0702)												
Police Chief	1	-	1	-	1	-	1	-	-	-	1	-
Assistant Police Chief	1	-	1	-	1	-	1	-	-	-	1	-
Administrative Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Office Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Sub-Total	4	-	4	-	4	-	4	-	-	-	4	-
Police Operations (100-0742)												
Captain	2	-	2	-	2	-	2	-	-	-	2	-
Lieutenant	9	-	9	-	9	-	9	-	-	-	9	-
Sergeant	13	-	13	-	13	-	13	-	-	-	13	-
Patrol Officer	50	-	53	-	53	-	53	-	1	-	54	-
Criminal Intelligence Analyst	1	-	1	-	1	-	1	-	-	-	1	-
Crime Scene Specialist	1	-	1	-	1	-	1	-	-	-	1	-
Property & Evidence Control Tech.	1	-	1	-	1	-	1	-	-	-	1	-
Emergency Communications Manager	1	-	1	-	1	-	1	-	-	-	1	-
Emergency Comm. Oper. Supervisor	4	-	4	-	4	-	4	-	-	-	4	-
Emergency Communications Operator	2	-	2	-	2	-	3	-	-	-	3	-
Emergency Comm. Operator, Senior	6	-	6	-	6	-	5	-	-	-	5	-
Emergency Comm. Operator, Trainee	4	-	4	-	4	-	4	-	-	-	4	-
Police Records Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Police Records Specialist	2	-	2	-	2	-	2	-	-	-	2	-
Volunteer in Police Serv. Coordinator (P/T)	-	-	-	0.5	-	0.5	-	0.5	-	-	-	0.5
Victim Services Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Sub-Total	98	-	101	0.5	101	0.5	101	0.5	1	-	102	0.5
Animal Services (100-0744)												
Animal Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
Animal Control Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Animal Control Officer	2	-	2	-	2	-	2	-	-	-	2	-
Animal Care Supervisor	1	-	1	-	1	-	1	-	-	-	1	-
Animal Shelter Tech	2	-	2	-	2	-	2	-	-	-	2	-
Animal Shelter Tech (3/4)	-	-	-	-	-	-	-	-	-	-	-	-
Animal Services Marketing Coordinator	2	-	2	-	2	-	2	-	-	-	2	-
Animal Shelter Tech (P/T)	-	1.5	-	1.5	-	1.5	-	1.5	-	-	-	1.5
Sub-Total	9	1.5	9	1.5	9	1.5	9	1.5	-	-	9	1.5
Code Enforcement (100-0745)												
Chief Code Enforcement Officer	1	-	1	-	1	-	1	-	-	-	1	-
Code Enforcement Officer	3	-	4	-	4	-	4	-	-	-	4	-
Sub-Total	4	-	5	-	5	-	5	-	-	-	5	-
Full Time Employees	115		119		119		119		1		120	
Part Time Employees		1.5		2		2		2		-		2
Total Divisional Employee's	116.5		121		121		121		1		122	

TRANSPORTATION

Department/ Position Title	FY2014 Actual		FY2015 Budget		FY2015 Proj. Actual		FY2016 Base		FY2016 Changes		FY2016 Budget	
	FY14 FT	FY14 PT	FY15 FT	FY15 PT	FY15 FT-PA	FY15 PT-PA	FY16 FT-B	FY16 PT-B	FY16 FT-C	FY16 PT-C	FY16 FT-T	FY16 PT-T
Transportation Administration (100-0802)												
Transportation Services Director	1	-	1	-	1	-	1	-	-	-	1	-
Transportation Analyst	1	-	1	-	1	-	1	-	-	-	1	-
Transportation Engineer	1	-	1	-	1	-	1	-	-	-	1	-
Sub-total	3	-	3	-	3	-	3	-	-	-	3	-
Airport (600-0636)												
Airport Manager	1	-	1	-	1	-	1	-	-	-	1	-
Airport Business Coord.	1	-	1	-	-	-	1	-	-	-	1	-
Airport Maintenance Coordinator	1	-	1	-	1	-	1	-	-	-	1	-
Airport Attendant (P/T)	-	2.5	-	2.5	-	3	-	2.5	-	-	-	2.5
Airport Sub-total	3	2.5	3	2.5	2	2.5	3	2.5	-	-	3	2.5
Stormwater Drainage (640-0845)												
Drainage Foreman	1	-	1	-	1	-	1	-	-	-	1	-
MS4 Program Administrator	-	-	-	-	-	-	-	-	1	-	1	-
Light Equipment Operator	2	-	2	-	2	-	3	-	-	-	3	-
Heavy Equipment Operator	2	-	2	-	2	-	2	-	-	-	2	-
Street Sweeper Operator	1	-	1	-	1	-	-	-	-	-	-	-
Street Sweeper /Inlet Maint. Spec.	-	-	-	-	-	-	-	-	1	-	1	-
Sign & Signal Field Technician	1	-	1	-	1	-	1	-	-	-	1	-
Crewman I (P/T)	-	0.5	-	0.5	-	0.5	-	0.5	-	-	-	0.5
Sub-total	7	0.5	7	0.5	7	0.5	7	0.5	2	-	9	0.5
Streets (100-0846)												
Transportation Services Manager	1	-	1	-	1	-	1	-	-	-	1	-
Streets & Drainage Superintendent	1	-	1	-	1	-	1	-	-	-	1	-
Streets Foreman	2	-	2	-	2	-	2	-	-	-	2	-
Crew Foreman	1	-	1	-	1	-	1	-	-	-	1	-
Light Equipment Operator	9	-	9	-	9	-	9	-	-	-	9	-
Heavy Equipment Operator	3	-	3	-	3	-	3	-	-	-	3	-
Sign & Signal Field Technician	1	-	1	-	1	-	1	-	-	-	1	-
Street Maintenance Worker (P/T)	-	0.75	-	0.75	-	0.75	-	0.75	-	-	-	0.75
Sub-total	18	0.75	18	0.75	18	0.75	18	0.75	-	-	18	0.75
Summary												
Full Time Employees	31		31		30		31		2		33	
Part Time Employees		3.75		3.75		3.75		3.75		-		3.75
Total Divisional FTE's	34.75		34.75		33.75		34.75		2		36.75	

**2015/16 BUDGET
RECOMMENDED ENHANCEMENTS SUMMARY BY FUND**

Dept	Fund	Description	FTE	Personnel	Operations	Capital	Revenue Offset	2015/16 Total	2016/17 On-Going	Comments
Airport	Airport	Pavement Management Program			20,000			20,000	20,000	
Airport	Airport	FBO Management Software				20,000		20,000	2,000	
Airport	Airport	Credit Card Fees			25,000			25,000	25,000	
Airport	Airport	Foreign Object Debris Removal Equip			10,000	14,000		24,000	10,000	
		TOTAL AIRPORT	0.0	-	55,000	34,000	-	89,000	57,000	
Arts & Culture	CVB Fund	Marketing for Cultural District			10,000			10,000	10,000	
CVB	CVB SRF	Renovate Old Council Chamber Bldg				100,000		100,000		
CVB	CVB SRF	Visitor Center Staffing- Office Assistant Part-Time	0.5	22,191	800			22,991	22,191	
CVB	CVB SRF	CVB Vehicle			3,620	26,000		29,620	3,620	
CVB	CVB SRF	Advertising Shuttle Service for Rivery Until Fixed			20,000			20,000	20,000	
CVB	CVB SRF	Route System is On-line			9,900			9,900		
		TOTAL CVB	0.5	22,191	44,320	126,000	-	192,511	55,811	
Customer Care	Electric	GUS Logo Replacement - Vehicles, Letterhead, etc.			25,000			25,000		"100% Green" LOGO
Electric	Electric	Energy Services Planner/Scheduler	1.0	93,400	2,500			95,900	103,262	Hire 11/1/2015
Electric	Electric	Electric Operations Maintenance Crew	4.0	202,305	39,034	108,500		349,839	438,236	Hire 4/1/2016
Electric Admin	Electric	Utility Safety & Training Specialist New Senior Project Coordinator or Associate Project Coordinator Position	1.0	76,896	4,700			81,596	85,959	Hire 11/1/2015
Electric Engineering	Electric	Phase Identification Tool Replacement of Project Coordinator	1.0	98,556	13,880	28,500		140,936	109,585	
Electric Engineering	Electric	Holdover Pickup			6,087	28,500		34,587	6,087	
Electric-Sys Ops	Electric	System Control Center Staffing	3.0	220,251	9,385			229,636	335,936	Hire 2/1/2016
T&D Services	Electric	GUS Emergency Radio System			3,234	43,000		46,234	3,234	
		TOTAL ELECTRIC	10.0	691,408	117,740	208,500	-	1,017,648	1,082,619	
Main Street	Façade SRF	Annual Downtown Holiday Lighting			60,000			60,000	60,000	Sponsored by GUS ELECTRIC
Main Street	Façade SRF	Feasibility Review - 8th Street Alleyway			10,000		(10,000)	-	-	Funded through MS fundraiser
		TOTAL FAÇADE SRF	0.0	-	60,000	-	-	60,000	60,000	
Facilities	Facilities ISF	Vertical Lift - Lease Move to the old Police Department				3,000		3,000	3,000	Lease equipment
Planning	Facilities ISF	Building			104,200	22,800		127,000	-	
		TOTAL FACILITIES ISF	0.0	-	104,200	25,800	-	130,000	3,000	
Fleet Services	Fleet ISF	Additional Technician Maintenance Funding for Additional TRV's	1.0	79,417	3,400			82,817	80,817	Workload of Western District & TRV
Fleet Services	Fleet ISF	Five (5) Refurbished Radios				5,500		5,500	-	
		TOTAL FLEET ISF	1.0	79,417	35,400	5,500	-	120,317	112,817	
Admin	Gen Debt	Austin Ave Bridge Design Process			675,000			675,000	325,000	Included in CIP
Environmental	Gen Debt	Transfer Station and Landfill cap maintenance			208,370			208,370	3,120	Necessary to update TCEQ permitting requirements - Recommended Debt Funding
		TOTAL GEN DEBT	0.0	-	883,370	-	-	883,370	328,120	
Transportation Admin	General	Williams Drive Corridor Study			50,000			50,000	-	
Administration	General	Historic Resource Survey Phase II			50,000			50,000		
City Manager's Ofc	General	Council Visioning			20,000			20,000		
Emergency Svcs	General	Emergency Management Coordinator	1.0	45,582	2,620	37,000		85,202	105,973	Hire 5/1/2016
Emergency Svcs	General	Hazardous Materials			7,500			7,500	-	Manage through HR Process
Environmental	General	Environmental Staff Upgrade		11,420				11,419	11,419	
Inspection Svcs	General	Combination Building Inspectors	2.0	116,825	24,245	50,000		191,070	173,808	Hire 1/1/2016

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Library	General	Librarian- Cataloging	1.0	35,864			35,864	71,730	Hire 4/1/2016
Parks	General	Park Maintenance Worker- Ball Fields Part-Time	1.0	15,899	23,375		39,274	35,174	1 FTE = 2 PT positions
Parks	General	Sport Field Maintenance Budget			9,850		9,850	9,850	
PIO	General	Citizen & Employee Survey			30,000		30,000		
Planning	General	Strategic Business Planning			10,000		10,000	-	\$20K in 2016
Police Admin	General	Central Texas Regional SWAT (CTRS) / Regional SWAT Initiative			4,500		4,500	24,500	Base Funded thru
Police Admin	General	OSSI Additional Licenses (CAD/RMS)			44,000		44,000	7,040	PSOTC
Police Ops	General	School Resource Officer	1.0	58,412	30,896	61,000	(84,889)	65,419	1/2 Funded by GISD; hire 1/1/16
Animal Svcs	General	Animal Shelter MasterPlan			25,000		25,000		
Streets	General	Bridge Deicing Program			5,400	15,000		20,400	200
TOTAL GENERAL			6.0	284,002	337,386	163,000	(84,889)	699,498	523,445
Legal	IT ISF	Contract Management Software			40,000			40,000	10,000
Police Admin	IT ISF	QED Data Conversion to OSSI			60,000			60,000	
Parks Admin	IT ISF	Parks and Recreation Software Replacement			150,000			150,000	20,000 Funded with Fund Balance in Technology ISF
TOTAL IT ISF			0.0	-	250,000	-	-	250,000	30,000
Conservation	Jt Svcs	WSSC Demonstration Gardens			10,000	129,700		139,700	15,000 Increased allocation Rural Water
Customer Care	Jt Svcs	Western District Temporary Staff upgraded to Full-Time	1.0	61,963	4,800			66,763	61,963
Customer Care	Jt Svcs	Credit Card Readers Chip Enabled Credit Cards			11,000			11,000	
Engineering Support	IT ISF	Move As-Builts from Brylan Manager			31,000			31,000	5,000 \$5,000/yr maint; Project on IT masterplan
Engineering Support	Jt Svcs	Staffing increase for Eng Support	1.0	43,207	5,075			48,282	89,688 Hire 4/1/2016 Project on IT masterplan
Engineering Support	IT ISF	Integrate Infor EAM and Laserfiche			50,000			50,000	
Engineering Support	Electric	Location/Address Validation System			100,000			100,000	10,000 Part of CIS Project
Main Street	Jt Svcs	Increased 3 Hour Parking Enforcement			20,000	(5,000)		15,000	20,000
System Engineering	Jt Svcs	Public Improvement Inspector	1.0	38,738	4,110	25,500		68,348	80,587 Hire 4/1/2016
TOTAL JT SVCS			3.0	143,908	235,985	155,200	(5,000)	461,745	282,238
Emergency Svcs	PSOTC/ IT ISF	Computer Monitors, Thin Clients and Printers for Emergency Ops Center			32,798			32,798	Fund from remaining PSOTC funding or Fund Balance/ IT ISF
TOTAL PSOTC/IT ISF			0.0	-	32,798	-	-	32,798	-
Info Tech	Tech ISF	Expand Capacity of Veeam/Exagrid Backup and Disaster Recovery System				100,000		100,000	Recommended Debt Funding (7 yr)
Info Tech	Tech ISF	Increase Capacity of Backup Internet Line			22,000			22,000	20,000
Info Tech	Tech ISF	Implement 2 Factor Authentication to Protect City IT system from Cyber			20,000			20,000	10,000
Info Tech	Tech ISF	Upgrade for Microsoft Exchange Server Software (E-mail System)			20,000			20,000	
TOTAL TECH ISF			0.0	-	62,000	100,000	-	162,000	30,000
Conservation	Water	Irrigation and Landscape Rebates			200,000			200,000	200,000 Specified in conservation plan submitted to TCEQ Funded from Water
Customer Care	Water	Western District Meter Audit			184,800			184,800	Moves W&WW Plant Ops in-house planned for 2017
Water Services	Water	Water & Wastewater Plant O&M	15.0	681,807	(1,030,955)	347,400		(1,748)	(756,508)
TOTAL WATER			15.0	-	(646,155)	347,400	-	383,052	(556,508)
Customer Care	Water/ Elec	Temporary Staffing - CIS Project			84,000			84,000	84,000
GUS Admin	Water/ Elec	GUS Records into Laserfiche			179,705			179,705	\$99,705 = 1X ONLY
GUS Admin	Water/ Elec	Department Collaboration and Division Management Portal using SharePoint			25,000			25,000	1,500
TOTAL WATER/ELEC			0.0	-	288,705	-	-	288,705	128,190
TOTAL RECOMMENDED ENHANCEMENTS			35.5	1,220,926	1,860,749	1,165,400	(89,889)	4,770,644	2,136,732

City of Georgetown, Texas
City Council Agenda
July 28, 2015

SUBJECT:

Medical Transfer Services Franchise Agreement Review -- John Sullivan, Fire Chief

ITEM SUMMARY:

Chapter 2.29 of the Code of Ordinances establishes the Medical Transfer Services provisions and was approved, by Council, on May 26, 2015.

The purpose of this agenda item is to provide Council with an update on the medical transport services (MTS) franchise agreement and provide a brief overview of the applicants that are seeking a license to operate within the City.

FINANCIAL IMPACT:

A fee is established within the franchise agreement for the cost which the City incurs in administering the franchise agreement, including dispatch processing, providing or arranging services, staff costs for inspections, regulatory oversight, use of roads and infrastructure, and any other such service permitted by law.

Each applicant is required to submit a \$2000 application fee and 50% of the fee is reimbursed if the applicant is not issued a licence.

Applicants that receive approval for licensing are responsible for an annual permitting/licensing fee of \$500/ambulance.

SUBMITTED BY:

John Sullivan, Fire Chief

ATTACHMENTS:

[MTS Presentation](#)

[MTS Agreement](#)

[MTS Ordinance](#)

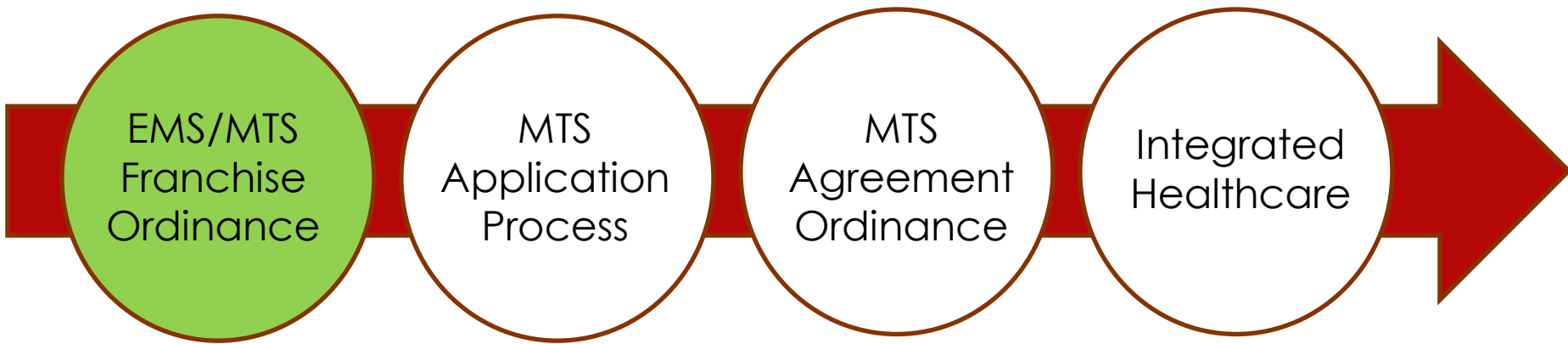


MEDICAL TRANSFER SERVICES

Integrated Healthcare Model

Item # B

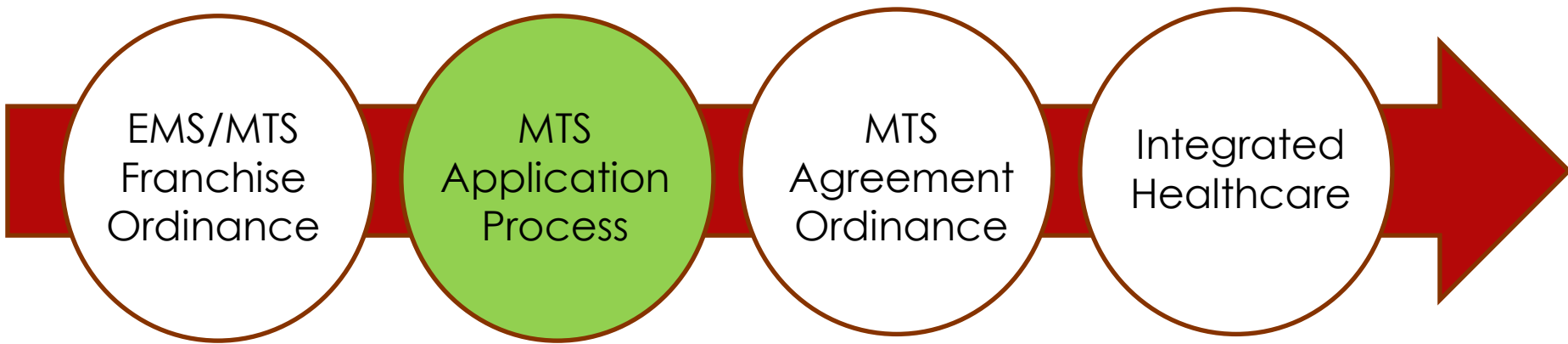
GEORGETOWN FIRE/MEDICAL



Medical Transfer Services Ordinance:

- i. Goal was/is to establish performance criteria and accountability for medical transport services within the City
- ii. Enacted by Council on May 26, 2015
- iii. Ordinance highlights:
 - a. Specifies minimum standards for personnel and medical transport vehicles
 - b. Establishes reporting and auditing provisions
 - c. Establishes performance metrics to ensure minimize transport delays
 - d. Establishes communication compatibility to minimize delays
 - e. Establishes rate structure to comply with Medicare requirements
 - f. Establishes minimum insurance requirements

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Medical Transfer Services Application Process:

- i. Advertisement included newspaper, website, direct e-mailing
- ii. Submission deadline was June 26, 2015
- iii. Four applications were received and included the \$2000 application fee*
- iv. Panel Review (criteria noted on next page)
- v. Site Visits & Reference Checks
 - a. Capabilities, reliability, specialty services, customer service, communication, vehicles & processes/policies

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Application Review

- i. Four Applications (alphabetical order)
 - a. Acadian Ambulance
 - b. American Medical Response (AMR)
 - c. Capital EMS
 - d. Serenity EMS (dba Ameristat)
- ii. Panel Review & Site Visit
- iii. Addendums
 - a. Acadian acquired Capital EMS
 - b. AMR clarified vehicle allocation
 - c. Ameristat (pending)
- iv. Benchmark
 - a. City of Austin operates w/ two (2) franchisees
- v. Recommendation
 - a. Award non-exclusive franchise license for two (2) providers (top scoring)
 - i. American Medical Response
 - ii. Acadian Ambulance

Medical Transfer Service (MTS) Application Review			
Applicant:	Reviewer:	Review Date:	
	Score (1 -5)	Weight (%)	Weighted Score
APPLICATION			
Complete		40%	/200
References		20%	/100
Policies		20%	/100
Patient Care Report		20%	/100
<i>Total</i>		100%	/500
<i>Notes</i>			
	Score (1 -5)	Weight (%)	Weighted Score
PROPOSED OPERATIONS			
Proposed Operation		50%	/250
Communications		20%	/100
Continuing Education		20%	/100
Complaint Process		10%	/50
<i>Total</i>		100%	/500
<i>Notes</i>			
	Score (1 -5)	Weight (%)	Weighted Score
PERSONNEL & VEHICLES			
Staffing Plan/Personnel		20%	/100
# Units		40%	/200
Age Mileage of units		30%	/150
Inspection Process		10%	/50
<i>Total</i>		100%	/500
<i>Notes</i>			
FINAL SCORE			
Total Weighted Score			/1500
Site Visit			PASS / FAIL
Recommended			YES / NO
<i>Notes</i>			

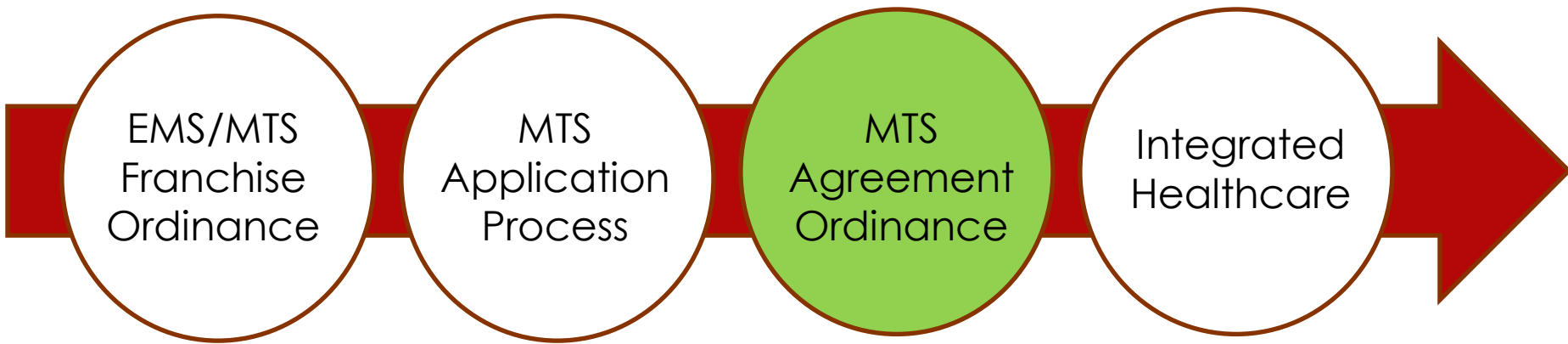
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Medical Transfer Service - Applicants

Abbreviated Review	AMR	Acadian	Capital	Ameristat
Total Score	1140	977	907	683
Radio Capabilities	+	+	=	PTT
EMD	+	+	=	-
CAD Integration	+	+	=	-
AVL	+	+	=	-
Training/Development	+	+	=	-
Registered Vehicles	7+	3	6	3
ePCR	+	+	=	-
Tx Operations Began	1996	2006	2002	2014
Specialized Services	+	+	=	-
911 Capabilities	+	+	=	-
Site Visit	+	+	=	-
Regional Footprint	+	+	=	-
Recommended	Yes	Yes		

* Note: Acadian acquired Capital EMS and will maintain use of Acadian's infrastructure

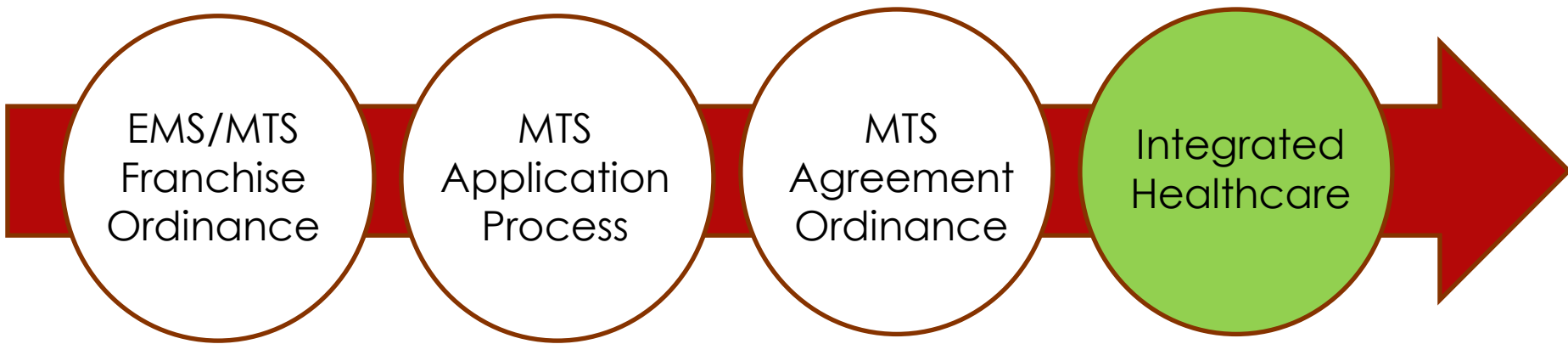
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Medical Transfer Agreement/License Ordinance:

- i. To be presented to Council on August 11th
- i. *Whenever the number of providers within the City is less than the maximum number established by the City Council pursuant to this Chapter, or if the City Council has not established a maximum number of such franchises but has determined that a new medical transfer service franchise will serve the public convenience and necessity, a person may apply for a new franchise by submitting an application to the Fire Chief on such form or in such format as the Fire Chief shall require (COO 2.29.050).*
- ii. Agreement will finalize performance/reporting criteria, fees, and other related
- iii. Goal is to have an effective date of October 1, 2015

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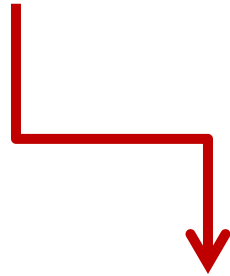


Integrated Healthcare:

- i. Non-emergent medical transfer calls handled through a 10-digit phone #
- ii. Emergent calls handled through 9-1-1 (call transfer process)
- iii. Specialized services handled through MTS Agreement (CCT, Bariatric, etc.)
- iv. Performance provision to ensure timely response
 - i. 14:59 sec for scheduled transfers
 - ii. 59:59 sec for unscheduled transfers
- v. Monthly reporting and penalty assessment

Our Vision...

To be the premier emergency service provider that is best known as a *caring* service provider.



- i. Get there quickly
- ii. Solve the problem
- iii. Be nice

Next Steps

Where do we go from here?

- i. Council feedback and/or direction on # of franchisees
- ii. Staff negotiates and finalizes MTS agreement
- iii. Council ratifies MTS agreement/license ordinance
 - i. First Reading - August 11, 2015
 - ii. Second Reading – September 22, 2015

Questions & Comments?

Item # B

[ORDINANCE CAPTION TO BE INSERTED LATER]

[WHEREAS Clauses/Recitals to be inserted later]

Section 1. Grant of Franchise; Acceptance; Term

- (a) There is hereby granted to _____ (“Franchisee”) the nonexclusive right, privilege and franchise to operate a medical transfer service on the public rights-of-way of the City of Georgetown, Texas.
- (b) In order to accept this franchise, Franchisee must file with the City Secretary its written acceptance of this franchise ordinance within sixty (60) days of its final passage and approval by City.
- (c) The term of this franchise begins on October 1, 2015 and expires on September 30, 2017 unless sooner terminated in accordance with this franchise agreement.

Section 2. Extension of Franchise

- (a) Franchisee may request a three (3) year extension of this franchise by submitting the application and documentation required by the Fire Chief. The request for an extension must be received no later than six months prior to the expiration of the franchise agreement.

Section 3. Compliance with Laws

- (a) Franchisee, its employees and agents, shall comply with all applicable federal, state and City laws, rules, regulations, codes and other requirements in connection with operation of its medical transfer service.

Section 4. Compensation to the City

- (a) Franchisee shall pay to the City as compensation during each year of this Franchise an annual fee of five hundred dollars (\$500.00) for each vehicle providing convalescent or non-emergency medical transportation in the City of Georgetown.

Section 5. Mutual Aid; Emergency Services

- (a) Franchisee shall provide mutual aid in cases of large-scale disaster or instances when there are no available ambulances to respond to 911 calls.
- (b) At the request of the City, the franchisee shall provide medical standby services for fire and/or other related emergency incidents.
- (c) Franchisee shall not self-respond/self-dispatch to emergency events, but Franchisee is obligated to provide appropriate medical care if its personnel come upon a person that is experiencing what appears to be a medical emergency. If such a response occurs, the

franchisee will notify the City Communication Center as soon as reasonably possible. To clarify this obligation, Franchisee shall not monitor police or fire calls and respond to an emergency unless appropriately dispatched by the City Communication Center, but if personnel of franchisee see a person that appears to be experiencing a medical emergency, the City expects that the franchisee's personnel will assess the situation and provide appropriate medical care.

- (d) The City of Georgetown reserves and retains the right to provide non-emergency medical services, integrated health and community outreach programs in the City and/or franchise area. It is the goal of Georgetown Fire Department to implement Fire Based Community Health Programs during the term of this franchise which will include Mobile Integrated Health Services. Franchisee may be invited to participate and collaborate in identified services. This Franchise does not permit the franchisee to provide new system medical and outreach programs, unless approved in advance by the Georgetown Fire Department Medical Director. Approval will not be unreasonably withheld or delayed.

Section 6. City's Right to Purchase

- (a) The City may purchase the franchisee's medical transfer service at any time before the expiration of this Franchise.
- (b) If the City elects to exercise its right to purchase the franchisee's medical transfer service, the City shall notify the franchisee in writing at least 90 days before the effective date of the purchase.
- (c) The City and franchisee shall have 30 days following the date of the City's notice to negotiate and agree upon a purchase price. If they fail to reach agreement within such 30 day period each party shall, within 60 days following the date of the City's notice of intent to purchase, designate an appraiser experienced and knowledgeable in the valuation of similar services.
 - 1. Each appraiser shall conduct an independent appraisal of the fair market value of the franchisee's medical transfer service as a going concern as of the effective date of the purchase by the City.
 - 2. Each party shall be responsible for the appraisal fees of its own appraisers.
 - 3. In conducting the appraisals, the appraisers shall consider, among other factors, the documented start-up costs incurred by franchisee, expanding services to the City's corporate limits, the book-value of the assets constituting the franchisee's medical transfer service, the age, condition, and remaining useful life of the franchisee's property utilized in performing services under this Franchise, and the discounted future revenue stream considering the franchisee's actual customer base at the time the notice of purchase is given by the City, for the remaining useful life of the assets.

4. If the two independent appraisals result in purchase prices that are within 20 percent of each other, the purchase price to be paid by the City will be the average of the two appraisals. If the two independent appraisals are not within 20 percent of each other, then the two appraisers shall discuss their appraisals and attempt to arrive at a joint determination concerning the purchase price. If the two appraisers are not able to arrive at a joint determination of fair market value within 120 days after the City's notice of its intent to purchase, then the City and franchisee shall jointly select a third independent appraiser. The third appraiser shall submit a determination of the purchase price within thirty days of being selected, and the purchase price shall be the average of the three appraisals. The City and the franchisee shall each pay fifty percent (50%) of the costs of the third independent appraiser.
- (d) The purchase price shall be payable in cash unless the parties mutually agree otherwise. If the City exercises the purchase option, pays the purchase price, and serves notice of the action on the franchisee, the franchisee shall immediately transfer to the City title to the franchisee's medical transfer service and all property, real and personal, of the franchisee's medical transfer system.
- (e) The franchisee shall transfer the property free from liens and encumbrances unless the City agrees to assume the encumbrances in lieu of some portion of the purchase price.
- (f) The franchisee shall execute and deliver warranty deeds, bills of sale, or other instruments of conveyance to the City to complete the transfer.

Section 7. Rates and charges

The following shall apply to all of Franchisee billing rates, unless otherwise amended with City approval:

- (a) No patient or other payer shall be charged less than the Medicare allowable rate.
- (b) Non-medically necessary transports, provided by the franchisee, shall not be less than \$42 per transport and cannot be used to incentivize transport services, businesses or contracts
- (c) [FURTHER DETAIL TO BE INSERTED LATER]

Section 8. Transporting Patients

- (a) When the franchisee accepts a call, it must follow through with the transportation of the patient to the desired facility, within a reasonable distance. The franchisee can deny no one service because of race, sex, age, origin, national creed or ability to pay.
- (b) Franchisee shall have available at its own expense, and staff 24 hours a day, a telephone for transfer service requests.

- (c) Franchisee shall respond to any unscheduled request for transfer service within 59 minutes and 59 seconds at any time of day , any day of the week from the time of the request or within 14 minutes and 59 seconds of a scheduled pickup time.
- (d) Franchisee is required to maintain an unit hour utilization (UHU) rate below .32 for the duration of the franchise. The UHU will be measured on a daily basis and include a monthly report that is submitted to the Fire Chief. The UHU shall include all transport activities (City and non-City) of the unit that is permitted by the City.
- (e) Franchisee shall not use, encourage, advocate or solicit the use of any telephone number or system of communication in lieu of the 911 emergency telephone system number for the dispatch of an ambulance to any call except for medical transfer service as defined by this Ordinance.
- (f) Unless otherwise specified in its franchise agreement, when a provider receives, through any means, a request for service which if processed through EMS priority dispatch protocols would be determined to be a Category A, B, C, D, or E level call for EMS ambulance service the provider shall electronically transfer information on the call to the City Communication Center, including patient location, condition and call-back number.
- (g) Except with respect to medical transfer service, when a provider is providing special event medical service and a patient's condition requires transport, or a provider is directly called to transport a patient from a special event, the provider shall electronically transfer information on patient location, condition, availability of or need for the dispatch of an emergency medical ambulance and call-back number to the City Communication Center.
- (h) Franchisee shall mark each vehicle distinctly with the name of the company providing medical transport service. The words "Emergency Medical Services" or "EMS" shall not be written on any vehicle, and the vehicle shall not be marked in any way which might cause confusion with City or County EMS vehicles. The name of the provider company shall be prominently displayed so that it accurately conveys the entity that is rendering services.
- (i) Franchisee shall not hold out to the public in any manner that their personnel are trained EMTs or paramedics unless they have been so certified by the Texas Department of State Health Services, Emergency Services Medical Division.
- (j) Ambulances shall be used only for the purpose of transporting patients, and no other use shall be lawful.
- (k) Franchisee shall provide critical care transport (CCT) and personnel, or other reasonable specialty needs, when requested by the City.
- (l) Franchisee shall participate in the City's EMS Continuous Quality Improvement (CQI) and peer review process, when requested by the Fire Chief.

- (m) Failure to meet requirements of this Section of the franchise agreement shall result in the following penalty:
1. \$200 per response time offense – to be reported and paid monthly
 2. \$200 per daily UHU offense – to be reported and paid monthly
 3. \$2000 penalty for failing to meet 90% compliance during a 30-day reporting period
 4. \$4000 penalty for failing to meet 90% compliance during two (2) 30-day reporting periods in a rolling 12-month cycle
 5. \$8000 penalty for failing to meet 90% compliance during three (3) 30-day reporting periods in a rolling 12-month cycle

Section 9. Inspection

- (a) The Fire Chief or his designee shall have the right to inspect the franchisee's vehicles, equipment and personnel, at any time without prior notice, to ensure compliance with local, state, and federal regulations.
- (b) Prior to the commencement of operations, the Fire Chief or his designee shall inspect all ambulances used by franchisee in operating its transfer service at a reasonable time. An ambulance must pass inspection and have a current valid permit sticker prior to any use for customer transportation or care.
- (c) Field Inspections. Ambulances may be field inspected at any hour by the Fire Chief and he may require any ambulance to proceed to a specified location for further inspection.
- (d) Written Inspection Report. GFD shall give the franchisee a written report at the time of inspection indicating any deficiencies.
- (e) Permit Sticker. A vehicle that meets the requirements of this franchise under this ordinance shall be issued a permit sticker indicating its validity for a twelve (12) month period from the date of successful inspection. The scheduled expiration date shall not be deemed to impair or limit the City's ability to conduct field inspections or perform any other function under the terms of this franchise.
- (f) Permit Sticker Non-transferable. A permit sticker is not transferable from one vehicle to another.
- (g) Ambulances Not Passing Inspection. Any ambulance found not to be in compliance with the requirements of this franchise or of any other ordinance of the City regulating the use of ambulances on the streets and alleys of the City of Georgetown shall (1) fail inspection, (2) be considered not safe or useable and (3) have any existing permit sticker removed. Thereafter, until the vehicle passes inspection, it shall not be operated for customer transportation or care upon the streets of the City of Georgetown.

- (h) Re-inspection; At the request of the franchisee, GFD shall re-inspect a vehicle that has failed inspection to determine if the deficiencies have been corrected. GFD may require review of written documentation, such as equipment repair bills or sales receipts, and may re-inspect the vehicle and equipment visually and mechanically for compliance with this franchise. The vehicle may return to duty, when the franchisee has corrected the problem and the vehicle passes inspection.
- (i) As a result of any inspection where a vehicle or equipment is in noncompliance, the inspector may take the following actions based on the severity of the infraction:
 1. Inform the operator of the problem.
 2. If not corrected within thirty-(30) days, the inspector shall notify the state regulatory agency.
 3. When the problem is severe, the inspector shall notify the franchisee and the state regulatory agency.
 4. The inspector shall file a written report outlining the problem with the Fire Chief or their designee to include the following:
 - a. Day/date/time; and
 - b. Name of service and unit identification; and
 - c. Personnel; and
 - d. Nature of problem; and
 - e. Name of person completing the report.

Section 10. Medical Control

- (a) The franchisee shall retain the services of a Texas licensed physician to function as its medical control physician to supervise the quality of service delivered by the franchisee.
- (b) The franchisee and its Medical Director is expected to work collaboratively with the Georgetown Fire Department (GFD) and the GFD Medical Director to ensure that a cooperative and efficient service delivery model is maintained.
- (c) The franchisee must maintain a level of care (protocol, standing orders, Quality Assurance program, treatment, transport) as deemed appropriate by the Georgetown Fire Department Medical Director.

Section 11. Records and Reports

- (a) The franchisee shall file a monthly report to include call volume, running time, breakdown of destination, daily utilization rate (UHU), complaints, and roster of

employees with level of certification to the Fire Chief. The Fire Chief may amend the reporting requirements with two-week advanced notice.

- (b) The franchisee must maintain an accurate record of calls answered and patients transported, including all pertinent facts regarding the services rendered.
- (c) The Franchisee shall make its books and records available at any reasonable time for inspection by the City.
- (d) The franchisee shall notify the City in writing of all complaints received by and any actions taken by the Texas Department of State Health and Services (DSHS) concerning the franchisee. The franchisee shall have thirty-(30) days to respond to complaints and violations and produce evidence of any needed corrective action.
- (e) The City Secretary shall keep on file all complaints for the life of the franchise. Such complaints shall constitute a public record and be open for inspection and copying by members of the public, in compliance with state and federal laws and regulations; provided however, that such records do not compromise the medical confidentiality of the patient.

Section 12. Preferential or discriminatory practices prohibited

The franchisee shall sign and maintain an equal employment opportunity statement and shall so advertise as an equal employment employer.

Section 13. Cooperation on Emergency and Training

- (a) Franchisee shall, to the fullest extent possible, cooperate with the Georgetown Fire Department and Emergency Management Coordinator and shall comply with the City's Emergency Plan, including, but not limited to, providing ambulance service for mass-casualty incidents ("MCI"), and providing ambulances and personnel for emergency training purposes.
- (b) Franchisee shall participate in training and rehearse on the National Incident Management System and the Mass Casualty Plan every two years, and shall provide upon request by the City verification that such training has been provided.
- (c) Franchisee shall be actively involved in planning for and responding to any MCI, mass gathering, wide-scale emergency incident or disaster or special event for which Franchisee is licensed and is providing special event coverage, within the City. Franchisee shall be required to participate in the City's EMS planning process and cooperate with the implementation of the plans during any incident covered by the plans.
- (d) Franchisee will participate in the City's EMS Continuous Quality Improvement and Peer-Review processes when requested by the Fire Chief.

Section 14. Insurance

- (a) The franchisee shall provide and maintain the following insurance in the following minimum amounts:
 - 1. One million dollars (\$1,000,000) for bodily injury or death to any one person; and
 - 2. Five Hundred Thousand (\$500,000) for property damage resulting from any one accident; and
 - 3. One million dollars (\$1,000,000) for all other types of liability, including malpractice.
- (b) Such insurance policies shall not contain a passenger liability exclusion.
- (c) Each policy shall name the City as an additional insured.
- (d) Each liability insurance policy shall contain a provision obligating the insured to give the Fire Chief written notice of cancellation or reduction not less than ten days prior to any cancellation or reduction.

Section 15. Effect of Franchisee's bankruptcy or insolvency

In the event of the commencement of bankruptcy, receivership, assignment for the benefit of creditors, foreclosure or any other insolvency proceedings, voluntary or involuntary, against or on the part of the franchisee, the county council may declare the franchise immediately terminated and the rights, privileges and authority of the franchisee shall immediately cease and terminate. The bankrupt estate or receivership shall not consider the franchise an asset. Nor shall a franchisee have any authority to mortgage, assign, pledge or deposit this franchise agreement or any rights there under as security for any loan or any other thing, without the express formal approval in advance of the City Council.

Section 16. Indemnity

- (a) In consideration of the granting of this Franchise, the Franchisee shall, at its sole cost and expense, defend, indemnify, and hold the City, and its past and present officers, agents and employees harmless against any and all liability arising from suits, actions or all claims of injury to any person or persons, or damages to any property brought or made for or on account of any death, injuries to, or damages received or sustained by any person or persons or for damage to or loss of property arising out of the operation of its franchised business, or any way arising out of performance under this Agreement, directly, or indirectly, when or to the extent injury is caused, or alleged to have been caused, wholly or in part, by any act, omission, negligence, or misconduct of the Franchisee or any of its contractors, subcontractors, officers, agents, or employees, or by any person for whose act, omission, negligence, or misconduct, the Franchisee is by law responsible.
- (b) This provision is not intended to create liability for the benefit of third parties but is solely for the benefit of the Franchisee and the City. In the event any claim is made against the City that falls under this indemnity provision and a court of competent jurisdiction should adjudge, by

- final decree, that the City is liable therefor, the Franchisee shall indemnify and hold the City harmless of and from any such liability, including any court costs, expenses, and reasonable attorney fees incurred by the City in defense thereof and incurred at any stage. Upon commencement of any suit, proceeding at law or in equity against the City relating to or covering any matter covered by this indemnity, wherein the Franchisee has agreed by accepting this Agreement, to indemnify and hold the City harmless, or to pay said settlement, final judgment and costs, as the case may be, the City shall give the Franchisee immediate notice of such suit or proceeding; whereupon the Franchisee shall provide a defense to any such suit or suits, including any appellate proceedings brought in connection therewith, and pay as aforesaid, any settlement, costs or judgments that may be rendered against the City by reason of such damage suit.
- (c) Upon failure of the Franchisee to comply with the “defense of suit” provisions of this Agreement, after reasonable notice to it by the City, the City shall have the right to defend the same and in addition to being reimbursed for any settlement or judgment that may be rendered against the City, together with all costs incurred therein, the Franchisee shall reimburse the City reasonable attorney fees, including those employed by the City in such case or cases, as well as all expenses incurred by the City by reason of undertaking the defense of such suit or suits, whether such suit or suits are successfully defended, settled, comprised, or fully adjudicated against the City. In the event the City is compelled to undertake the defense of any such suit by reason of the Franchisees failure to perform as here and above provided, the City shall have the full right and authority to make or enter into any settlement or compromise of such adjudication as the governing body shall deem in the best interest of the City, this without the prior approval or consent of the Franchisee with respect to the terms of such compromise or settlement.
- (d) The amounts and type of required insurance coverage set forth in this Franchise Agreement shall in no way be construed as limiting the scope of indemnity set forth herein.
- (e) Franchisee shall indemnify, defend and hold harmless the City from any and all suits, claims, demands and actions by Franchisee’s employees or its subcontractors employees for work-related injuries resulting from or arising out of the performance of this Agreement or the provisions of medical transfer service.

Section 17. Right of City to amend

The City may amend this agreement from time-to-time as may be deemed necessary or advisable in the public interest. Such action shall only be taken after first giving the franchisee thirty-(30) days' written notice. The franchisee shall not construe this provision to affect the right of the City to revoke or terminate the franchise as herein elsewhere provided.

Section 18. Notices

Any notice required or permitted to be delivered hereunder shall be deemed received three (3) days thereafter sent by United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the party at the address set forth below (or such other address as such

party may subsequently designate in writing) or on the day actually received if sent by courier or otherwise hand delivered sent via fax.

If intended for City, to:

City of Georgetown, Texas

Attn: Fire Chief

113 E. 8th St.

Georgetown, Texas 78626

If intended for the Franchisee:

[_____]

Section 19. Termination

- (a) In addition to the rights set forth in the City Code of Ordinances and to all other rights and powers retained by the City under this franchise, the City reserves the right to terminate this Franchise and all Franchise rights and privileges of the Franchisee if the Franchisee violates any provision of the City Charter, the City Code of Ordinances, this Franchise agreement or state or federal law.

Section 20. Transfer or Assignment

This Franchise is not transferable or assignable without the approval of the City Council.

Section 21. Jurisdiction

The laws of the State of Texas shall govern the Agreement; and this Agreement is fully performable in Georgetown, Williamson County, Texas with exclusive venue for any action concerning this Agreement being in a court of competent jurisdiction in Williamson County, Texas.

Exhibit A

Chapter 2.29. - EMERGENCY MEDICAL AND MEDICAL TRANSFER SERVICES

Article I. - General Provisions

2.29.010. - Definitions.

The following words shall have the following meanings:

“Ambulance” means any motor vehicle especially designed, constructed, equipped and used to transport sick or injured persons.

“City” means the City of Georgetown.

“City Communication Center” means the City facility from which emergency medical service is radio-dispatched.

“Emergency” means any circumstance that calls for immediate action and in which the element of time in transporting the sick, wounded or injured for medical treatment is essential to the health or life of the person.

“Emergency call” means any request for an emergency medical ambulance made by telephone or other means of communication in circumstances which are, or have been represented to be, an emergency requiring immediate ambulance service.

“Emergency medical ambulance” means any ambulance including a transitional response vehicle that is equipped with warning lights and horns or sirens for use in responding to emergency calls.

“Fire Chief” means the chief of the fire department of the City of Georgetown or designee.

“Medical transfer service” means a response made by an ambulance or ambulance for transportation of individuals to or from a medical facility, nursing home or residence under circumstances that do not constitute an emergency.

“Provider” means an organization, person, business or entity providing medical transfer services and a holding a valid medical transfer services franchise.

“Response time” means the time from which a call is received until the time of arrival at the scene.

“Street” means any street, alley, avenue, boulevard, drive or highway commonly used for the purpose of travel within the corporate limits of the city.

“Transfer call” means any request for an ambulance that is represented as not constituting an emergency.

Article II – Emergency Medical Services

2.29.020. – Emergency medical service.

The City of Georgetown, through the Fire Department, shall provide emergency medical services, including transport services, within the City. The City Communication Center is designated to handle calls for emergency medical services and shall be available by telephone at all hours.

2.29.030. - Private service.

- A. It shall be unlawful for any person, including a provider, other than an employee of the Fire Department officially on duty, or an agency of the United States, to furnish, operate, conduct, maintain, advertise for, or otherwise engage in the operation of an emergency medical ambulance or the provision of emergency medical service in the City. A provider shall place its equipment and personnel at the disposal of the City Manager in the event of a public calamity or major disaster.
- B. If a provider receives an emergency call from any source to respond to in the City, it shall immediately notify the City Communication Center and shall not respond unless requested to do so by the City Communication Center.
- C. If a provider discovers an emergency situation in the City, it shall immediately notify City communication center and shall remain to render aid until an emergency medical ambulance arrives.
- D. The following exceptions apply:
 1. It shall not be unlawful for a person to operate an air ambulance that is regulated and certified by the U.S. Federal Aviation Administration and that is operating in compliance with state licensing requirements.
 2. It shall not be unlawful for a provider responding to a direct call for medical transfer service to operate an ambulance under emergency conditions, using emergency equipment if the provider attendant makes a determination that an emergency exists requiring the sick or injured person to be transported with all practical speed to a hospital and makes a reasonable attempt to contact the City Communication Center and receive permission to make an emergency run.
 3. It shall not be unlawful for a provider performing the service of maintaining an ambulance at a particular location for a sporting event, to operate an ambulance under emergency conditions, using emergency equipment if the provider attendant makes a determination that an emergency exists requiring the sick or injured person to be

transported with all practical speed to a hospital and makes a reasonable attempt to contact the City Communication Center and receive permission to make an emergency run.

4. It shall not be unlawful for a provider operating an ambulance in the city, if the place of emergency at which the sick or injured person was picked up by such ambulance is outside the city limits and the ambulance making the emergency run is licensed and operated in accordance with all applicable state laws.
5. It shall not be unlawful for a provider operating an ambulance in the city to respond to an emergency call when the City Communication Center requests the provider furnish backup ambulance service for the City of Georgetown.
6. Any operator who makes an emergency run under the provisions of subsections (D)(2) or (D)(3) of this section, shall, within three business days of each emergency run, submit to the Fire Chief a report which shall describe the circumstances requiring the emergency run.

Article III. - Medical Transfer Services

2.29.040. - Franchise - Required.

- A. It is unlawful for any person to operate, furnish, advertise, or otherwise engage in the operation of a medical transfer service by operating, driving or causing to be operated or driven an ambulance upon the streets of the city without first having obtained a franchise in accord with the terms and provisions of this chapter and the City Charter.
- B. Each franchise granted under this Chapter will be a nonexclusive franchise. A medical transfer service franchise shall grant non-exclusive permission to the provider to provide medical transfer services for the service level and category so authorized in the service areas specifically described in the franchise agreement, according to the terms and conditions contained in the franchise agreement. No provision, term of art, map or illustration, nor Section title of this Chapter, nor of any franchise agreement granted under this Chapter, shall imply, suggest, connote or in any way infer that any provider holds any degree of exclusivity to solely provide medical transfer service within the City, nor within any franchise service area within the City, nor any sub-zone thereof.

2.29.050. - Franchise - Application - Contents.

- A. Whenever the number of providers within the City is less than the maximum number established by the City Council pursuant to this Chapter, or if the City Council has not established a maximum number of such franchises but has determined that a new medical transfer service franchise will serve the public convenience and necessity, a person may apply for a new franchise by submitting an application to the Fire Chief on such form or in such format as the Fire Chief shall require.

- B. In addition to the items specified within the application form referenced in Paragraph A, the following shall be submitted in writing:
1. A statement that the applicant has obtained liability insurance in accordance with the requirements provided by this article before commencing service;
 2. A statement of the number of vehicles which the applicant proposes to operate and the make, model and vehicle identification number of each transfer vehicle;
 3. A statement that each vehicle is supplied with a first-aid kit and other minimal emergency equipment;
 4. A list of persons who will act as attendants and drivers, their current state of Texas registry status, and their date of employment; and
 5. A statement that the safety mechanism of the vehicle is operative and is in good repair; including, but not limited to, headlights, tail-lights, turn signals, brakes, brake lights, emergency lights, windshield wipers, wiper blades, handles opening doors, restraint devices, windows, tires and spare tires.
- C. Copies of each application for medical transfer service shall be forwarded to the Fire Chief, and he shall review applications for medical transfer service and make recommendations to the City Council.

2.29.060. - Franchise provisions.

The following provisions shall apply to franchises issued pursuant to this Chapter:

- A. The franchise agreement shall incorporate and be subject to the provisions of this Chapter, as it may be amended from time to time, all of which shall be binding upon the provider. In no event shall this Chapter be considered a contract between the City and the provider such that the City would be prohibited from amending any provision hereof.
- B. All documents provided by the applicant as part of the completed application and all statements, representations, warranties and promises made therein by the applicant and relied upon by the City in granting the franchise shall be binding upon the provider.
- C. A franchise agreement shall set forth its length of term, up to a maximum of five years. The franchise may be extended or renewed at the discretion of the council under such terms and conditions as may be necessary or desirable.
- D. No privilege or exemption shall be inferred from the granting of any franchise unless it is specifically mentioned in this Chapter or in the franchise agreement.
- E. The granting of a franchise pursuant to this Chapter shall not impart to the provider any vested ownership right or ownership interest in any rights-of-way or City property, notwithstanding the right to use City rights-of way or City property to provide its medical transfer service.
- F. As a condition of the franchise and prior to providing medical transfer service a provider shall provide the City with a detailed statement of the equipment and facilities to be used in providing medical transfer service, including:

1. A current Department of State Health Services (DSHS) license that enables the provision of emergent and non-emergent services;
2. An attestation that the vehicle, staff and equipment will continually meet the DSHS requirements for emergent and non-emergent services. The vehicle identification number, make, type, age, condition and patient capacity of each vehicle available for use within the service area, a detailed description of the equipment thereon;
3. The location and description of the premises which are to be used as the base of operations and any terminals, offices and other facilities to be used in the operations;
4. A description of the provider's procedures related to vehicle maintenance and repair;
5. A copy of the provider's Federal Communications Commission license; and
6. Proof that the provider's AVL and CAD have been tested for compatibility with the City's Communication system and have performed in a manner acceptable to the Fire Chief in his or her sole discretion.
7. Proof of ownership or long-term lease agreements for all capital equipment and inventory items that are necessary for the operation of a viable EMS operation.
8. Proof of an electronic patient care recording system that can integrate into a receiving hospital's electronic medical record, or an acceptable alternative approved by the Fire Chief.

2.29.070. – Franchise fee determination.

The franchise fee shall be the amount set forth in a franchise agreement for the cost which the City incurs in administering the franchise agreement, including dispatch processing, providing or arranging services, staff costs for inspections, regulatory oversight, use of roads and infrastructure, and any other such service permitted by law. Franchise fees shall be paid according to the provisions of the franchise agreement, and shall be accompanied by such supporting documentation as determined by the City.

2.29.080. – Insurance.

- A. No ambulance shall be operated by a provider on the public streets of the City, unless the provider submits evidence to the Fire Chief that it has in full force and effect a public liability insurance policy on that transfer vehicle, such insurance policy having been issued by a solvent insurance company licensed to do business in the state.
- B. Each insurance policy shall provide liability insurance in the amount of not less than \$1,000,000 for personal injury in any one accident, and not less than \$500,000 for property damage for each transfer vehicle.
- C. Such insurance policies shall not contain a passenger liability exclusion.
- D. Each liability insurance policy shall contain a provision obligating the insured to give the Fire Chief written notice of cancellation or reduction not less than ten days prior to any cancellation or reduction.
- E. Each policy shall name the City as an additional insured.

2.29.090. – Revocation.

A violation of any provision of this Chapter or of the franchise agreement or state or federal law shall be grounds for revocation of the franchise by the City Council.

2.29.100. - Medical transfer operations.

- A. A provider shall have available at its own expense, and staff 24 hours a day, a telephone for transfer service requests.
- B. A provider shall respond to any unscheduled request for transfer service within 59 minutes and 59 seconds at any time of time, any day of the week from the time of the request or within 14 minutes and 59 seconds of a scheduled pickup time.
- C. The books and records of all providers shall be made available at any reasonable time for inspection by the City
- D. A provider shall not use, encourage, advocate or solicit the use of any telephone number or system of communication in lieu of the 911 emergency telephone system number for the dispatch of an ambulance to any call except for medical transfer service as defined by this Ordinance.
- E. Unless otherwise specified in its franchise agreement, when a provider receives, through any means, a request for service which if processed through EMS priority dispatch protocols would be determined to be a Category A, B, C, D, or E level call for EMS ambulance service the provider shall electronically transfer information on the call to the City Communication Center, including patient location, condition and call-back number.
- F. Except with respect to medical transfer service, when a provider is providing special event medical service and a patient's condition requires transport, or a provider is directly called to transport a patient from a special event, the provider shall electronically transfer information on patient location, condition, availability of or need for the dispatch of an emergency medical ambulance and call-back number to the City Communication Center.
- G. Providers shall mark each vehicle distinctly with the name of the company providing medical transport service. The words "Emergency Medical Services" or "EMS" shall not be written on any vehicle, and the vehicle shall not be marked in any way which might cause confusion with City or County EMS vehicles. The name of the provider company shall be prominently displayed so that it accurately conveys the entity that is rendering services.
- H. Providers shall not hold out to the public in any manner that their personnel are trained EMTs or paramedics unless they have been so certified by the Texas Department of State Health Services, Emergency Services Medical Division.
- I. Ambulances shall be used only for the purpose of transporting patients, and no other use shall be lawful.
- J. Provider shall provide critical care transport (CCT) and personnel, or other reasonable specialty needs, when requested by the City.
- K. Provider shall participate in the City's EMS Continuous Quality Improvement (CQI) and peer review process, when requested by the Fire Chief.

2.29.110. - Personnel, vehicles and equipment - Standards and requirements – Inspection.

- A. A provider shall furnish at its own expense all vehicles and necessary equipment which meet the minimum standards of the Department of State Health Services, in addition to those standards set by all City, county, state, and federal regulations covering automotive equipment and ambulance equipment.
- B. Each vehicle shall be attended by at least two currently state-certified Emergency Medical Technicians (EMTs). Each EMT shall hold a valid Class A Texas driver's license.
- C. A provider shall maintain a current personnel file at the local administrative office on each employee. All attendants and drivers shall meet the following minimum criteria:
 - 1. Be currently certified with the Texas Department of State Health Services, Emergency Medical Services Division, as an emergency medical technician, or higher;
 - 2. Must provide evidence showing completion of the National Safety Council approved defensive driving course, or equivalent as approved by the Fire Chief; and
 - 3. Possess a license valid to operate an emergency vehicle and ambulance in the state; and
 - 4. Must have a written statement from a physician, authorized to practice medicine in the state, stating that the person is free of communicable diseases and is physically capable of performing the required duties.
- D. The Fire Chief may ride on an ambulance at any time for the purposes of evaluating the medical and/or driving performance of the EMTs. A copy of an evaluation shall be provided to the provider within 72 hours. The evaluation shall indicate performance areas which exceed, meet or do not currently meet expectations. Regarding areas that do not currently meet expectations, the Fire Chief should include in the evaluation what action must be taken to ensure compliance with performance standards.
- E. EMTs disciplined or failing, as determined by the Texas Department of State Health Services, to meet medical performance standards, shall not continue to render transfer services as an EMT.
- F. Each vehicle to be used as an ambulance shall comply with the following requirements and such other requirements or modifications as may be established by the department:
 - 1. Ambulances shall comply at all times with the Texas Transportation Code.
 - 2. Each vehicle to be used as an ambulance shall be equipped as required by 25 Texas Administrative Code, § 157.11.
 - 3. Ambulances shall be utilized no more than 250,000 miles if powered by a diesel engine and no more than 150,000 miles if powered by a gasoline engine. The vehicle chassis shall not be utilized more than six years from the year of manufacture.
- G. A provider shall have a preventive maintenance program and records for each ambulance. The maintenance program shall be based on recommended manufacturer service and inspection intervals.
- H. A provider shall also maintain vehicle service records specifying all unscheduled repairs and breakdowns and shall provide the Fire Chief a quarterly report of all ambulance breakdowns and unscheduled repairs. The report shall indicate the vehicle unit number, license plate

number, odometer reading, vehicle system and/or component in need of repair or adjustment, and whether or not a patient was on board when the breakdown occurred.

- I. The Fire Chief shall inspect all provider ambulances. Inspections may occur at any hour and the Fire Chief may require the ambulances to proceed to a specified location for further inspections. Those ambulances which have passed inspection shall have a sticker in the lower left corner of the rear window. Any ambulance found not to be in compliance with this chapter shall be tagged, and the sticker removed. Thereafter, until the vehicle passes inspection, it cannot lawfully operate on the streets of the city.

2.29.120. - Provider rates.

The intent of this Chapter is to reduce the risk of fraudulent billing practices and maintain compliance with the Office of the Inspector General (OIG) and the U.S. Department of Justice.

- A. Providers shall not charge any patient or any other payer less than the Medicare allowable rate.
- B. Billing rates will be authorized within the franchise agreement and may be amended upon City approval.
- C. Non-medically necessary transports, provided by a provider, shall not be less than the minimum amount specified within the franchise agreement.

2.29.130. – Violation; Penalty.

Any violation of any section of this chapter shall constitute a misdemeanor punishable in accordance to the provisions of Chapter 1.08 of the Code of Ordinances.

City of Georgetown, Texas
City Council Agenda
July 28, 2015

SUBJECT:

Sec. 551.071: Consultation with Attorney

- Advice from attorney about pending or contemplated litigation and other matters on which the attorney has a duty to advise the City Council, including agenda items

Sec. 551.074: Personnel Matters

- City Manager, City Attorney, City Secretary and Municipal Judge: Consideration of the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal

ITEM SUMMARY:

FINANCIAL IMPACT:

NA

SUBMITTED BY:
