

The Village of Rowlett



THE YEAR OF DEVELOPMENT

City of Rowlett, Texas

Annual Budget

FY 2016

2016

CITY OF ROWLETT, TEXAS

ANNUAL OPERATING BUDGET

FY 2015 - 2016

Section 102.007 of the Texas Local Government Code requires that the following information be included as the cover page for a budget document:

“This budget will raise more revenue from property taxes than last year’s budget by an amount of \$1,759,398, which is a 7.51% increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$397,497.”

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

Mayor Todd Gottel – For
 Mayor Pro Tem Michael Gallops – For
 Deputy Mayor Pro Tem Tammy Dana-Bashian – For
 Carl Pankratz – For
 Debby Bobbitt – Absent
 Rick Sheffield – For
 Robbert van Bloemendaal – For

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

	FY 2014 – 2015	FY 2015 – 2016
Property tax rate	0.787173	0.787173
Effective tax rate	0.712923	0.742051
Effective M & O tax rate	0.475520	0.518238
Rollback tax rate	0.757555	0.794189
Debt rate	0.237403	0.234492

The total amount of outstanding municipal debt obligations secured by property taxes is \$95,933,230.

Rowlett
T E X A S

CITY OF ROWLETT
ANNUAL OPERATING BUDGET
FISCAL YEAR
OCTOBER 1, 2015 - SEPTEMBER 30, 2016

CITY COUNCIL

Todd Gottel, Mayor

Michael Gallops, Mayor Pro-Tem

Tammy Dana-Bashian, Deputy Mayor Pro-Tem

Robbert van Bloemendaal, Councilmember

Debby Bobbitt, Councilmember

Carl Pankratz, Councilmember

Rick Sheffield, Councilmember

CITY STAFF

Brian Funderburk, City Manager

Jim Proce, Assistant City Manager

Neil Howard, Fire Chief

Kathy Freiheit, Library

Mike Brodnax, Police Chief

Jermel Stevenson, Parks

Tim Rogers, Public Works

Jim Grabenhorst, Econ Development

Laura Hallmark, City Secretary

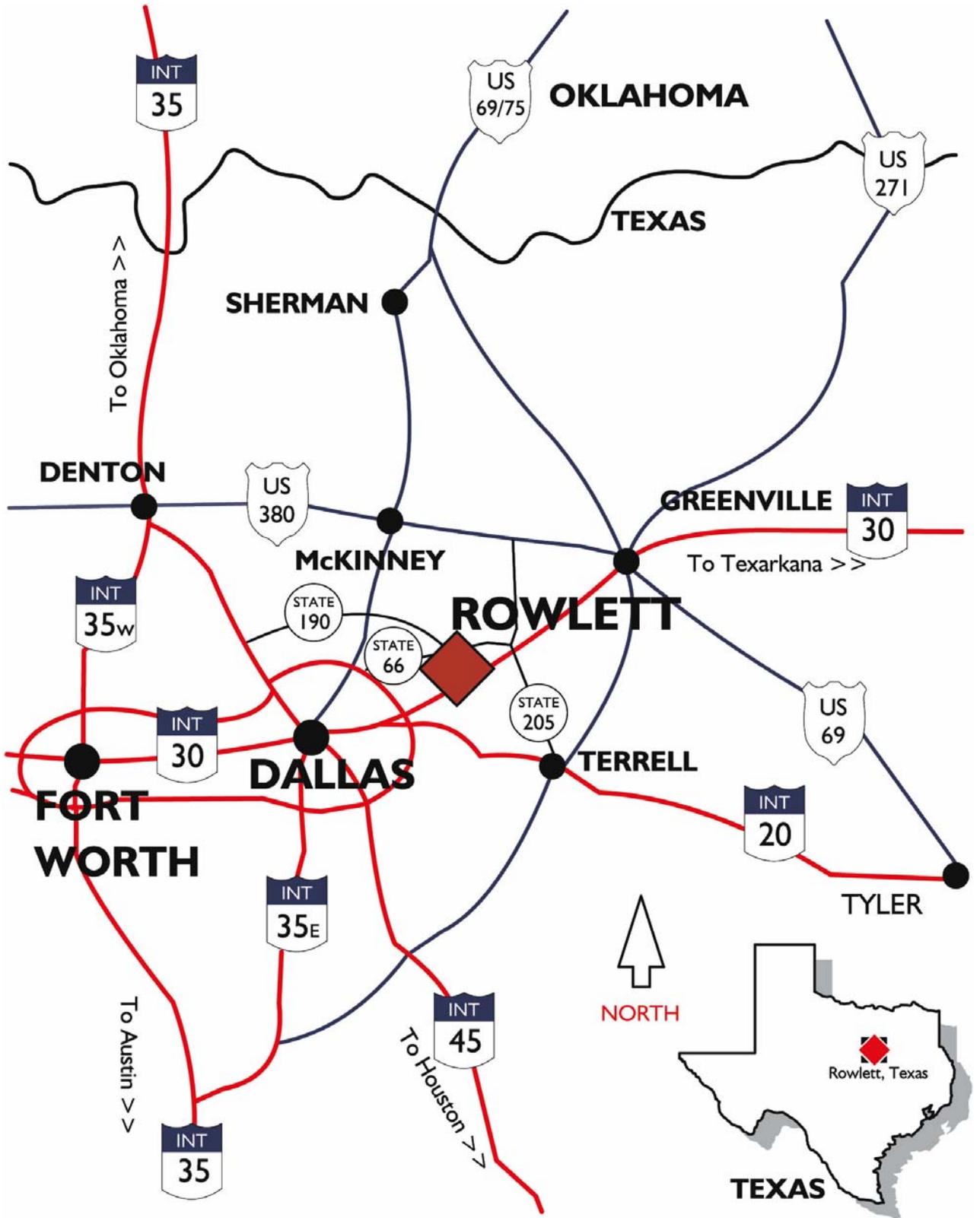
Kim Galvin, Finance

Marc Kurbansade, Development Services

Joe Beauchamp, Information Tech

Richard Jones, Human Resources

CITY OF ROWLETT LOCATION MAP





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Rowlett
Texas**

For the Fiscal Year Beginning

October 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Rowlett, Texas for its annual budget for the fiscal year beginning October 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets the program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

Rowlett
T E X A S

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Introduction



October 1, 2016

Dear Honorable Mayor and Councilmembers:

In accordance with Section 6.02 of the City Charter of the City of Rowlett, I am pleased to present the Adopted Budget for Fiscal Year 2016 (FY2016). This proposal represents many hours of research, analysis, planning and listening. This organization has worked very hard to fulfill its mission, which is:

“A citizen centered organization that provides great value to our citizens for their tax dollars.”



South view of Bayside Rowlett, Texas (July 2015)

The Year of Development! What a difference a year makes! After five straight years of decline in our property tax values (FY2010-FY2014), the City has experienced increases for two straight years as a result of an improved housing market and new growth. As Rowlett moves away from the specter of additional declines in the property tax base, we can stop talking about what we can't do and start talking about what we can do.

The combination of improved tax values and new growth, resulting in additional tax dollars will provide opportunities to address aging infrastructure, revitalize neighborhoods, and enhance our community amenities and assets. It is an exciting time to live in Rowlett!

While the five years between FY2010 and FY2014 were difficult, we did not lose sight of our true purpose, which is to serve our citizens. Even in the midst of falling revenues, we believe we provided a higher level of service while ensuring that the bulk of the budgetary reductions would not impact our customers' day-to-day lives. This achievement is a testament to the outstanding employees in the City of Rowlett who truly make a difference every day in the lives of those we serve. It is also a testament to the level of financial stewardship provided by the Mayor and City Council. I sincerely want to thank you for the leadership and direction you continue to provide.

Financial Stewardship

City of Rowlett
Texas Comptroller
Leadership Circle
2015 Platinum Award Recipient

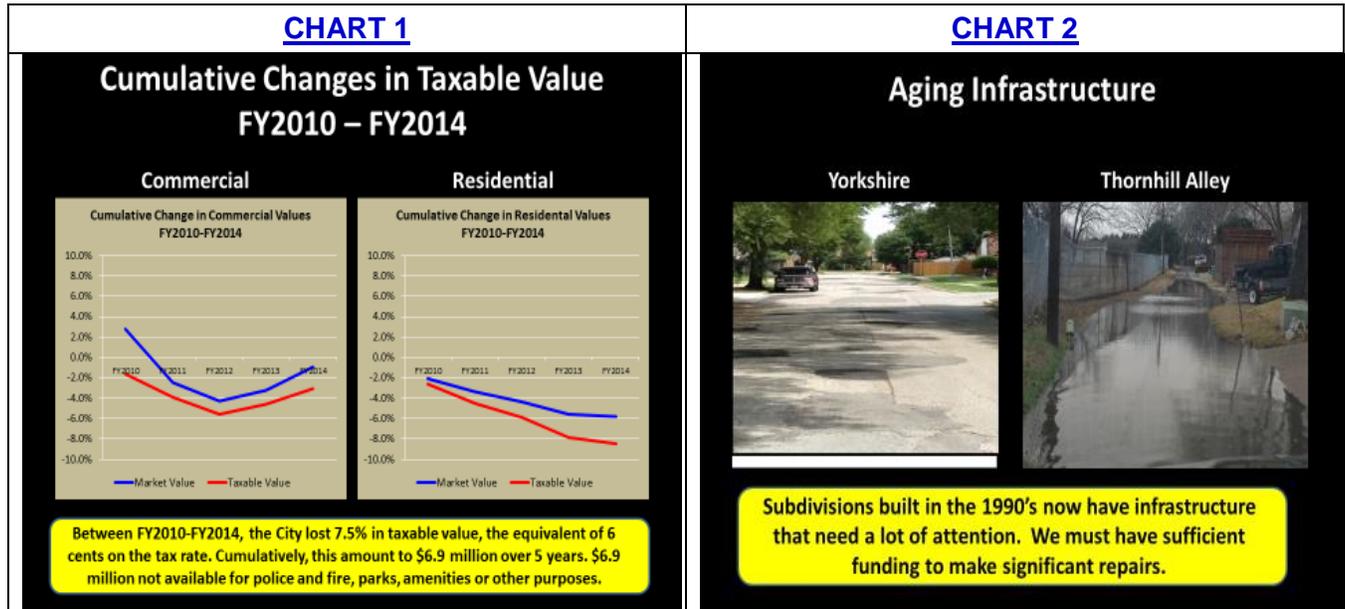
Rowlett takes its financial responsibility to its citizens seriously!

Rowlett is a great place to live with a bright future ahead. Certainly we have our challenges, but with the opening of the President George Bush Turnpike (PGBT) in 2012 and Dallas Area Rapid Transit (DART) Light-rail in 2013, along with recently approved developments using our new form-based codes, our community will begin to see the high quality and amenities it deserves and has long desired. I don't want to lose sight of the fact that we are not the only ones who think Rowlett is a great community. In 2010, Rowlett was named in the *Top 25 Best Places to Live* by Money Magazine and in 2013, Rowlett was named *America's Best Small City to Move To*. In 2015, Rowlett was once again named one of the safest cities in Texas by Safewise. **Rowlett is indeed on the move!**

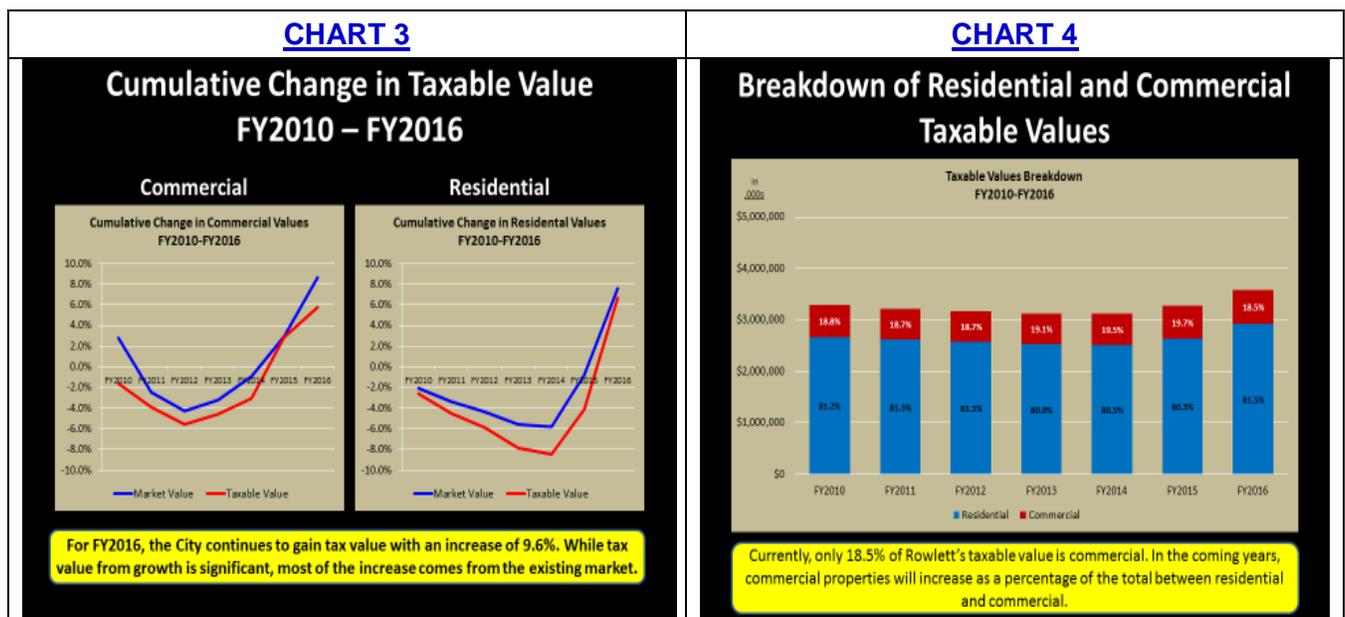
Rowlett – A Great Place to Live!

WHAT HAS HAPPENED SINCE THE END OF THE GREAT RECESSION AND HOW DOES THAT IMPACT FUTURE BUDGET PROPOSALS?

Like many other communities, the economic decline experienced during the Great Recession placed a heavy burden on Rowlett. Between FY2010 and FY2014, the City’s taxable value declined 7.5 percent. The value of this loss caused a direct reduction in the City’s annual tax revenues to the tune of about \$1.9 million, this was equivalent to six cents on the tax rate and cumulatively resulted in the loss of \$6.9 million in unremitted tax revenue - \$6.9 million that was not available for police and fire services, parks, community amenities or other purposes.



Since that time, Rowlett has experienced significant increases in its tax value, growing 5.1 percent in FY2015 and 9.6 percent in FY2016. The value of this gain has caused a direct increase to the City’s annual tax revenues of \$2.4 million. This amount is equivalent to seven cents on the tax rate and cumulatively resulted in the gain of \$3.4 million in the past two years. Tax revenues have also increased an additional \$1.4 million based on the 4 cent tax increase levied in FY2015. While new construction has contributed to this increase, the existing market has driven most of this change.



With the additional dollars over the past two years, the City has been able to fix structural imbalances in the General Fund; bring employee pay up to market; fund the first year of a three year capital bond program; add needed funds for alley improvements, parks maintenance and community amenities; replace obsolete equipment; bolster planning and economic development efforts; allocate monies for neighborhood revitalization; and meet the needs of our seniors. As the economy continues to grow in Rowlett over the next three to five years, the City will truly be able to make significant inroads to becoming financially sustainable and to meet the growing needs of our community. The remainder of this budget memo outlines the strategies developed for the significant policy proposals recommended by staff.

GROWTH AND MORE GROWTH

As indicated previously, the period between FY2010 through FY2014 created an atmosphere where the City cut costs and deferred maintenance to address the revenue decline during the Great Recession. FY2015 and FY2016 demonstrates a significant turnaround as the market in the DFW area restores property tax values back to pre-FY2010 levels. Economic growth, however, will most notably impact Rowlett’s finances in FY2017 and beyond.

In May, 2015, the City of Rowlett and its development partner, Donahue Development, closed on Elgin B. Robertson, acquiring the property from the City of Dallas. This is a very exciting development for Rowlett. Renamed Bayside, this master planned 257 acre mixed use site will be built under the City’s Form Based Code, ensuring a high quality development with numerous amenities. The complete build out is expected over eight to ten years and will include 1.75 million square feet of commercial space and 3,000 residential units. Bayside is expected to add nearly one billion in new taxable value resulting in nearly \$150 million in revenue from property, sales and hotel occupancy taxes over the next twenty years.

CHART 5

We're Growing!

Rowlett incorporates Elgin B Robertson Park - now called Bayside

- ✓ Master planned 257 acre mixed use site under City's Form Based Code
- ✓ 8-10 year planned build out of site
- ✓ 1.75 million square feet of commercial space and 3000 residential units
- ✓ Significant future property and sales tax revenue

Mayor Todd Gottel signs the agreement to buy Elgin B Robertson from the City of Dallas

CHART 6

Development is Coming – Are we Ready?

Known and Planned Development Projects

- Bankhead Brewery
- Bayside (\$443M)**
- Bullitt Sports Complex
- Community Church
- East Dallas Church of God
- Four Square Self Storage
- Harmony Hill (\$22M)
- Hickox Road NN
- High Point Industrial
- Homestead (\$157M)
- LPMC Expansion (\$35M)
- Platinum Self Storage
- Retail (Dairy Queen/ CVS/Quick Trip/Sprouts, etc) (\$25M)
- Rowlett Assisted Living
- Terra Lago (\$40M)**
- Village of Rowlett (\$25M)
- Usuga Medical
- Misc Other Projects

\$700M-\$900M in private investment over five years depending upon the speed of development!

This potentially represents \$10M-\$15M in property tax revenues when taking tax rebates into account!

The question is not if developers are interested but can we accommodate this growth in this timeframe?

Bayside alone will take up enormous time and resources from the City to go through the development process. However, it doesn’t stop there. Many other projects are already under construction or about to begin. These projects include The Homestead @ Liberty Grove, Terra Lago, Harmony Hills, Sprouts, and The Village of Rowlett, not to mention smaller developments and projects along Highway 66 and elsewhere. While some projects will take time to develop in phases, many of these projects will be built in one phase. Over the next five years, these projects will add an additional \$700-\$900 million in new investment, potentially adding \$10-\$15 million in property taxes alone.

So what does this mean to Rowlett? With this level of growth, Rowlett can truly make a difference in the everyday lives of our citizens.

CHART 7

Projected Increase in Taxable Values at 7-23-15 (with rebates)



- It provides a sufficient income stream to meet existing needs and new community amenities while building a more sustainable future;
- It diversifies the housing stock which will help maintain property values in future recessions and types of markets;
- It provides the ability to provide additional dollars for infrastructure and to issue more bonds in the future without increasing the tax rate;
- It provides a sufficient income stream to seriously consider reducing the property tax rate in the future;
- It provides the opportunity to reduce unsold water under the North Texas Municipal Water Districts (NTMWD) take-or-pay agreement and, perhaps, even reduce the rates and fees charged to our customers in the future.

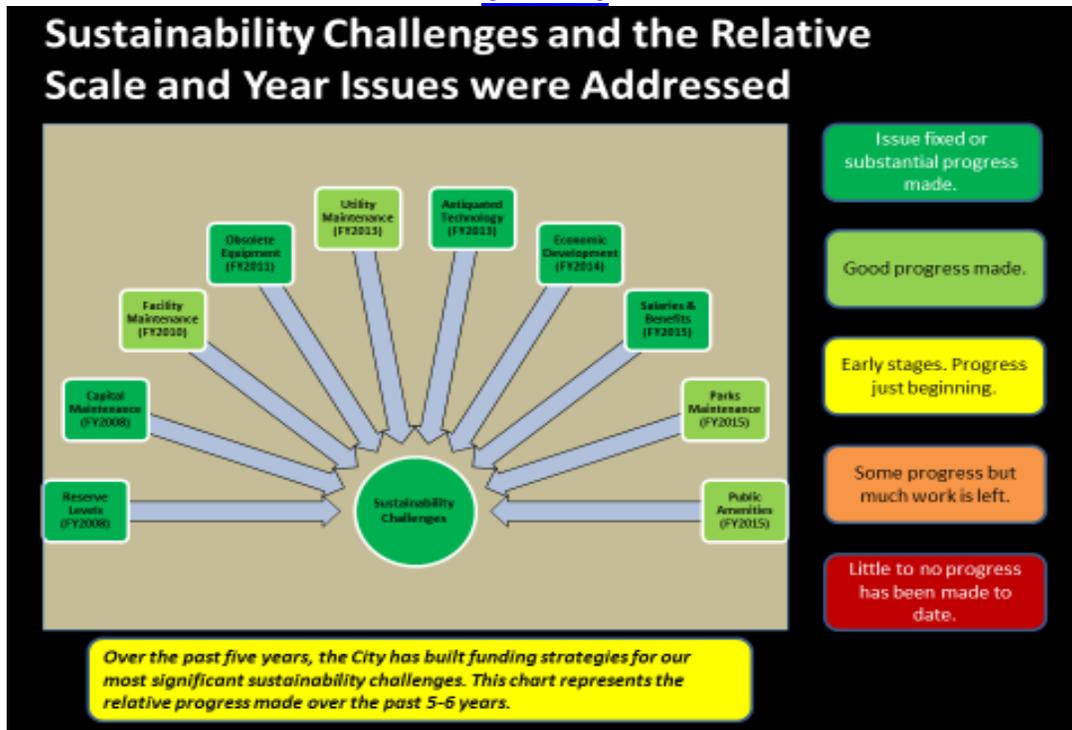
This level of growth also creates new challenges. First, it is not possible to move this many projects through the development process without additional resources for planners, engineers, and inspectors. Second, it will require additional resources to provide services for public safety, public works, parks & recreation, and the library. Finally, it will require the City to strategically prioritize between addressing unmet capital infrastructure needs (i.e. streets and alleys) versus providing enhanced or additional amenities (i.e. median improvements, parks, and facilities) versus reducing the tax rate – thus requiring a significant political discussion and consensus building within the community.

WHAT ARE THE OPPORTUNITIES AND CHALLENGES FACING US AS A CITY TO PROVIDE SUSTAINABILITY OVER THE NEXT FIVE YEARS AND WHAT IS THE PLAN TO ADDRESS THEM?

As a part of our Five (5) Year Financial Strategy towards sustainability, the City must continue to focus on issues that must be solved in order for our organization to be more sustainable. We have made important headway in the past five years, although some issues have either not been addressed or only lightly addressed because bridging our financial gap until the construction and opening of the PGBT and DART Light-rail was viewed as more critical. However, we are now past that point and can continue work on our sustainability strategies.

In recent years, the City began building funding strategies for our most significant sustainability challenges. Chart 8 represents the relative progress made, much of which was addressed even while addressing a \$1.9 million reduction in property tax revenue per year. Some items were unable to be addressed unless property tax values began to increase; therefore, those items funded in FY2015 are just now seeing action. Regardless, progress has been made, particularly in the area of capital maintenance (infrastructure), which has had a huge impact on the overall pavement condition index (PCI) of our streets. And, while stable funding has now been created for our utility maintenance and antiquated technology, plans for addressing our most sensitive or most obsolete infrastructure, enhancing our parks maintenance, and improving public amenities are in place.

CHART 8



In FY2015, Rowlett did much of the heavy lifting that would have otherwise impeded the City's ability to address lingering financial imbalances and long-term liabilities. This included bringing employee pay up to market to address a near crippling level of turnover while at the same time creating a five-year strategy to reduce long-term liabilities for accrued leave and other employee benefits. In addition, the City took action to improve parks maintenance standards and enhance community amenities. Chart 9 below lists sustainability strategies developed in FY2015.

CHART 9

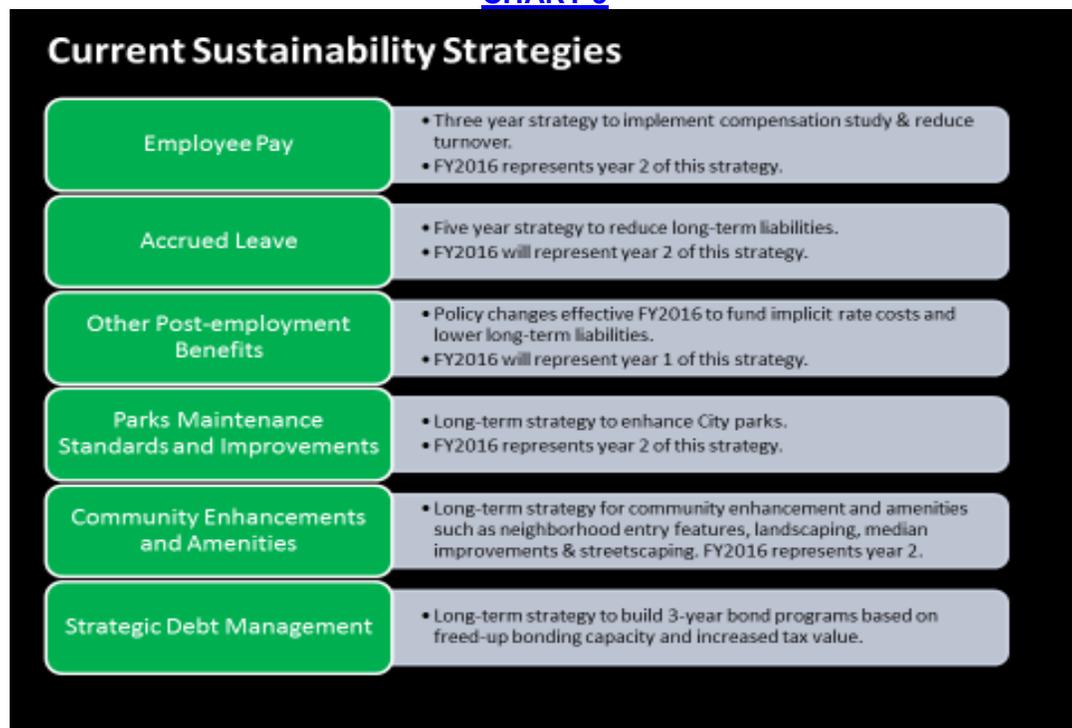


Chart 10 below lists some of Rowlett’s most significant challenges and opportunities. This chart emphasizes internal strengths and weaknesses that either help or hinder our ability to achieve our goals and objectives. In particular, a high level of financial stewardship has provided a strong financial position that allowed the City to maintain the same tax rate for nine straight years, “bridging” a growing revenue gap until FY2015 when the City raised the tax rate by 4 cents. This came at a cost. In the five years leading up to FY2015, the City lost ground in terms of competitiveness of employee pay in relation to comparable cities, hurting the City’s ability to recruit and retain talented and experienced employees. In addition, employee turnover reached double digits for several years, impacting the ability of the City to deliver essential services. In FY2015, the City addressed these needs placing Rowlett in a strong position for the growth to come. Furthermore, the City adopted policies to address payouts for accrued leave and to begin funding Other Post-employment Benefits (OPEB), reducing the City’s long-term liabilities over the next five years.

Four years of drought and Stage 3 water restrictions wreaked havoc with our utility infrastructure and revenues. This drained our reserves to the point that the City must raise additional resources or reduce expenses over the next two years to restore those reserves. The plan to address this issue is covered later in this document under Policy Proposals.

CHART 10

	Positive (Helps Achievement of Goals & Objectives)	Negative (Hinders Achievement of Goals & Objectives)
	<u>Strengths</u>	<u>Weaknesses</u>
Internal Influences (Tactical)	<ul style="list-style-type: none"> • High level of financial stewardship and a strong financial position provides a strong bond rating and reputation for transparency that increases public confidence in city government. • Outstanding talent on Executive Team and real depth in the organization provides the foundation for our “<i>citizen-centered government</i>”. • State of the art technology and equipment has positioned the City to become more efficient and productive. • Market competitive employee pay in relation to DFW market cities provides the ability to recruit and retain talented employees. • Additional dollars for parks maintenance and community amenities addresses much needed enhancements that will improve our economic viability and visibility to visitors and to otherwise take advantage of our proximity to Lake Ray Hubbard. 	<ul style="list-style-type: none"> • New development means new customers and new residents and will begin straining the City’s ability to provide essential services necessitating additional employees and resources to meet this new demand. • Four years of drought and water restrictions has wreaked havoc on our utility infrastructure and revenue base draining reserves to the point that it hinders our ability to operate the system without additional resources or a reduction in capital maintenance dollars.

	Positive (Helps Achievement of Goals & Objectives)	Negative (Hinders Achievement of Goals & Objectives)
External Influences (Strategic)	<u>Opportunities</u>	<u>Threats</u>
	<ul style="list-style-type: none"> • Positive economic development opportunities are available now that the PGBT and DART Light-rail are complete. • <i>Realize Rowlett 2020</i> creates a positive vision and regulation plan for the community and enhances high quality development opportunities for the Downtown, Strategic Gateway, Healthy Living and Woodside Living areas. • Acquisition of Elgin B. Robertson, now called Bayside, provides extraordinary exposure in the DFW area that will drive tax value from economic development and provide a new income stream that will allow the City to become financially more sustainable and economically more viable. • Relative wealth of the community (personal income per capita 40% higher than market median) provides capacity to allow additional resources for community services and amenities if so desired. 	<ul style="list-style-type: none"> • Financial capacity for incentive-based development is limited which can hinder certain development opportunities. • Similarity of value and housing structures impacts ability to sustain tax values over the long-term. • Infrastructure needs from aging neighborhoods are growing, outpacing available resources necessitating the need to find additional dollars for future improvements.

Chart 10 also emphasizes external opportunities and threats that strategically impact our mission. With the completion of the PGBT and DART Light-rail, along with the adoption of *Realize Rowlett 2020* and form-based codes, Rowlett is beginning to experience economic development opportunities positioning the City to positively benefit from the current economy in DFW. The stimulus that will come from the acquisition of Elgin B. Robertson, now called Bayside, will also benefit the City for many years to come. It will provide exposure in the DFW area, driving economic development and providing a new income stream to allow the City to become financially more sustainable and economically more viable. Finally, infrastructure from aging neighborhoods need to be addressed with a long-term financial plan. The City will need to provide additional dollars to ensure that infrastructure needs don't continue to outpace existing resources.

POLICY PROPOSALS

For FY2016, the primary questions about funding priorities will focus upon economic development, infrastructure, and the future opportunity to begin reducing the tax rate and utility rates and fees. There are specific challenges Rowlett must address and there are opportunities. As noted above, most of the heavy lifting was done last year; however, the City must set its eyes on the future. This means establishing strategic priorities and developing long-term strategies. These issues are listed in the following pages.

ISSUE #1: HEALTH OF THE UTILITY FUND

Title	Impact
Reduce costs of operation and capital maintenance for two years to rebuild reserves.	Would add \$3.7 million to reserves by the end of FY2017.

Discussion

For the past four years, north Texas has been in the grip of a significant drought which has wreaked havoc with infrastructure and impaired the health of Rowlett's Utility Fund. While higher than normal precipitation this spring brought area lakes above normal, the Utility Fund experienced losses in the past three years that have reduced reserves below required levels.

As a result, the City will need to spend the next two years rebuilding the health of the Utility Fund which will be made more difficult due to the reasons listed below:

1. The length and severity of the drought has wreaked havoc with infrastructure, both below and above ground, necessitating repair and improvements; and
2. The NTMWD adopted new water conservation measures that includes a base level of watering restrictions not previously experienced until at least Stage 2. As a result, customers can only water twice a week. This affects the ability of the City to generate revenue and has the further impact of decreasing the amount of water sold under the District's "take-or-pay" methodology making the City pay for water it cannot sell; and
3. The length and severity of the drought may have caused changes to customer behavior that we have yet to see or adequately plan for while also impacting the Utility Fund's ability to generate revenue.

In order to address this challenge, City staff is recommending action to reduce costs for the next two years. This would include reducing some operational line-items but would primarily consist of reducing the Utility Cash Capital Maintenance Plan below our target of \$2.8M and deferring an additional water and sewer revenue bond issuances until FY2018. In addition, the City will need to promote political action to encourage the NTMWD to amend the "take-or-pay" policy or amend the water restrictions provision under its new water conservation policy. As Chart 12 below shows, Rowlett has paid \$8.2M over the past 13 years from water it did not sell.

The bottom line is that the City no longer has adequate reserves to sustain the revenue loss from lower sales. The combination of the length of the drought, severity of the water restrictions, and above normal precipitation at least in the current year, has led to financial losses in the utility system for three straight years. This has also led to a reduction in the bond rating on the City's water and sewer utility bonds by S&P from AA- to A+. Moody's Investing Services did not downgrade the bond rating but did add a "negative outlook" to its current rating of Aa3. We need to improve our financial position over the next two years to strengthen our system.

As Chart 13 shows, the City can add \$3.7 million to reserves by reducing the Utility Cash Capital Maintenance Plan and deferring additional water a sewer revenue bond issuances.

CHART 11

Utility Fund Discussion

Month	2015 Forecast	2015 Actual	Monthly Variance
Jan	102,450	102,743	(293)
Feb	140,370	136,427	3,943
Mar	150,857	151,511	(654)
Apr	144,883	137,353	7,530
May	80,884	106,768	(25,884)
Jun	103,224	103,031	193
Jul	138,765	128,442	10,323
Aug	150,000	171,182	(21,182)
Sep	213,516		
Oct	300,000		
Nov	338,000		
Dec	387,000		
Total	2,000,000	1,918,445	81,555
Actual vs Forecast			(-4.1%)

Due to the combination of water restrictions and higher precipitation, Rowlett will not hit its revenue target for FY2015.

As a result, we need to amend the budget by lowering revenues by \$1.1 million from water and sewer.

In addition, staff will defer another \$400,000 designated for Utility Fund Cash CIP until we can ensure revenues hit the revised target.

While we can defer expenses in FY2015, we could have a more significant problem with revenue in FY2016 and beyond. This is because we do not know how customer behavior will change after four years of drought. As a result, staff is recommending deferring the \$5.0M bond issue planned this summer until we see how revenues "renormalize".

CHART 12

History of Take Or Pay – Undelivered Water Provision with NTMWD

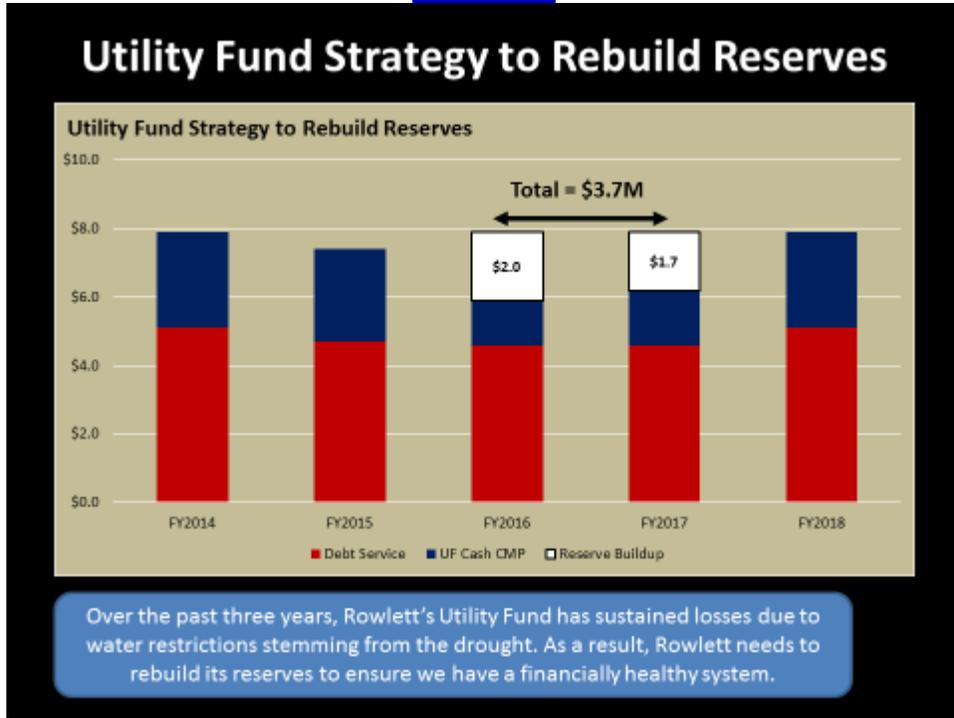
Year	Take or Pay (2.98 gallons)	Actual (3.28 gallons)	Cost of Undelivered Water (after rebate)
2002	\$242,972	\$240,565	\$115,491
2003			\$34,235
2004			\$675,697
2005			\$824,467
2006			\$1,164,315
2007			\$682,310
2008			\$143,443
2009			\$970,008
2010			\$1,918,445
2011			\$1,354,542
2012			
2013			
2014			

Rowlett is a customer city of the North Texas Municipal Water District. Like many such wholesalers, the District has a "take-or-pay" provision in the contract that requires the purchase of a minimum amount of water based on the highest annual usage.

For Rowlett, this amount is 3.28 gallons which was set after the drought of 2006.

Over the past 13 years, Rowlett has paid \$8.2 million for water it did not sell under the "take-or-pay" agreement with NTMWD.

CHART 13



ISSUE #2: FUNDING FOR INFRASTRUCTURE

Title	Impact
Increase funding for infrastructure from increased tax value.	The value of each cent on the tax rate set aside would add additional bonding capacity of \$6.0M by 2018.

Discussion

As mentioned above, the drought over the past four years has wreaked havoc on infrastructure, both below and above ground. This includes streets, alleys, drainage, water and sewer. For streets and alleys, Rowlett tracks a pavement condition index (PCI) that provides a relative score of each individual paved surface. The PCI takes into account a myriad of problem types including rutting, shoving, cracking, and joint failure.

In May 2015, Rowlett citizens approved a bond election that included \$2.0M for alleys and \$13.5M for roads. At that time, there were \$27.0M in needs in alley improvements alone. Chart 14 on the left shows that by 2018, the remaining \$25.0M will need to be funded along with an additional \$7.6M raising the total needs at that time to \$31.4M. The same situation exists for streets. In order for the City to get beyond the curve so that it doesn't fall behind, it would need about \$10.5M a year for the next 8-10 years.

In order to address this issue, City staff is recommending action to increase the amount of funding for streets and alleys over time to reach the \$10.5M annual level. This will require that the City use tax revenue from future economic growth to carve out additional bonding capacity for 2018 and 2021. In essence, the goal is to "reserve" a portion of the overall tax rate to provide additional dollars for the FY2018 bond election. Why are we talking about this today? Because for every "penny" we can reserve for FY2018, Rowlett can bond an additional \$6.0M for streets, alleys and other critical needs.

Today, we can project that we will be able to bond \$37.6M by FY2018 (May 2018 bond election) from the reduction in our debt service schedule and new growth without a tax rate increase. By setting aside the value of an additional penny from FY2016, we would be able to bond \$43.6M in FY2018. With luck, we may be able to set aside additional funds and significantly improve our infrastructure.

What do we do with the additional funds in the meantime? In discussions with Council in July, the goal would be to use the value of an extra penny for alley improvements for the next three years and make that penny then available for bonding. In that way, the City can continue to improve infrastructure while reserving the ability to leverage even more dollars in the future.

CHART 14

Aging Infrastructure

Yorkshire



Thornhill Alley

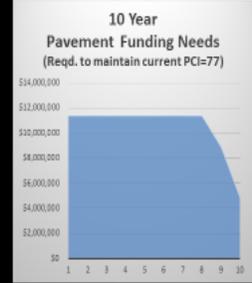


Subdivisions built in the 1990's now have infrastructure that need a lot of attention. We must have sufficient funding to make significant repairs.

CHART 15

Pavement Infrastructure Needs

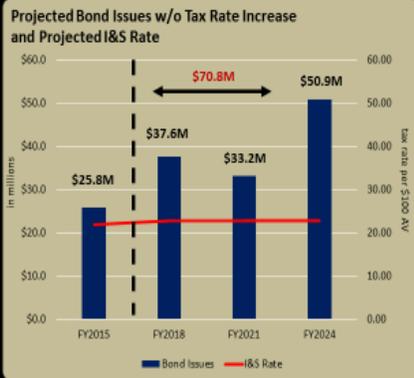
- Even with the financial injection of 2015 Bond proceeds, the system will lose ground as the aggregate PCI will decline at current spending levels
- In the Micropaver analysis the current spending level result in greater liability event after the reinvestment of dollars
- This is most evident with pavement deterioration
- To remain at the current PCI 77 annual reinvestment should be \$10.5M for approximately 8 to 10 Years
- A 2018 Bond Election will be recommended to address these needs beyond FY2018



Program	Current Needs	Funded	Expected Liability FY2018	Projected Outstanding Liability	Realized Loss
Alleys	\$27.0M	\$2.0M	\$25.0M	\$31.4M	\$8.4M
Roads	\$45.0M	\$13.5M	\$32.5M	\$45.7M	\$26.7M

CHART 16

Freed up Bonding Capacity

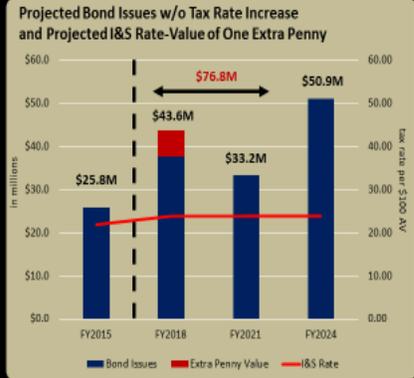


Based on projected growth and increased assessed value, Rowlett may be able to issue another \$70.8M between FY2018 and FY2021 without a tax rate increase.

While this is great news, it is not enough for all of the improvements we need.

CHART 17

Freed up Bonding Capacity



What is the value of a penny? In today's dollars, one cent on the tax rate can generate \$4.5M in bonds. By FY2018, the same penny will be able to generate \$6.0M in bonds.

If the City can set aside enough pennies, it can add serious dollars to the next bond election for streets and alleys.

ISSUE #3: CAPITAL BOND PROGRAM

Title	Impact
Continue strategy to hold bond elections every three years starting in May 2015 and set a minimum target for the Interest and Sinking (I&S) portion of the tax rate.	Provide additional funds for infrastructure, parks and trails, community amenities, and facilities.

Discussion

Freed up bonding capacity from a declining debt load (Chart 18) provides the ability to issue additional bonds in the future without increasing the tax rate. In May 2015, the City did just that by placing \$25.8 million on the ballot for streets, alleys, parks & recreation, and public safety facilities which the voters approved. On July 21, 2015, the City sold the first portion of the bonds to begin a three year program with additional dollars to be sold over the next two years.

Using a strategy to hold bond elections every three years will provide the City with the ability to leverage significant bond packages because the debt service drops dramatically in the future. Even without increasing tax values from new growth, the City could potentially leverage \$75.5 million over the next ten years for streets, alleys, neighborhood improvements and other needs. This is important because we would need approximately \$10.5 million in new money just for streets and alleys alone for the next ten years to get ahead of the curve. This is a significant investment that would improve collector roads as well as neighborhood streets and alleys. As a result, using our bonding capacity judiciously is a strategic priority.

CHART 18

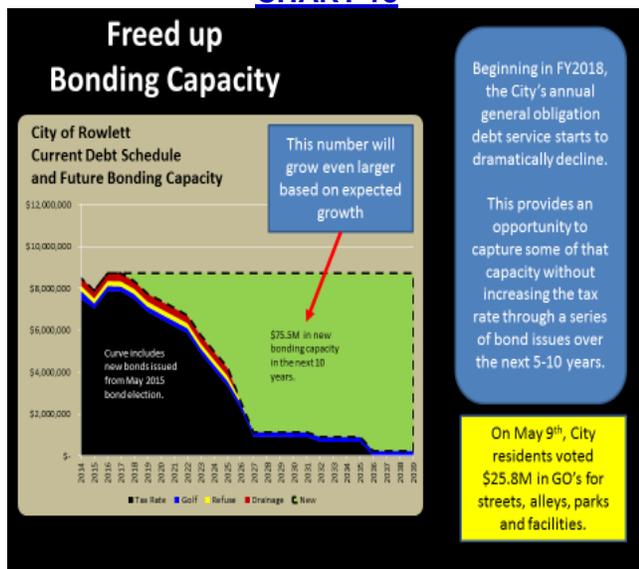
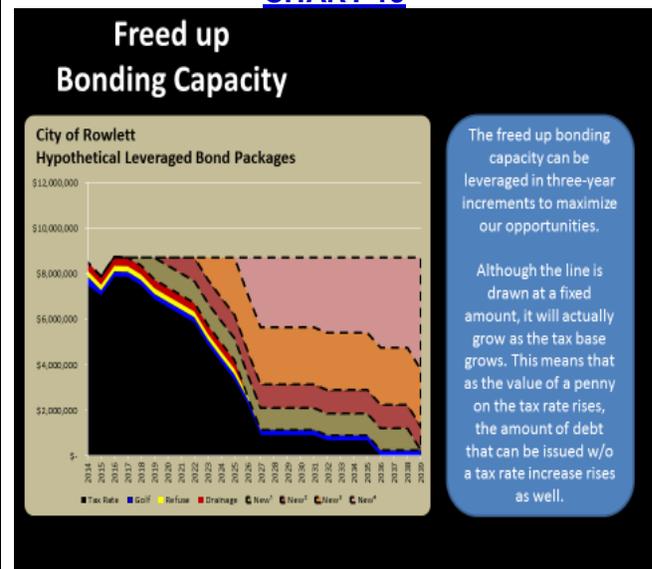


CHART 19



FY2016 BUDGET OVERVIEW

The total FY2016 Adopted Budget is \$92,738,455. This is an increase of \$3,290,418, or 3.7 percent, compared to the FY2015 Adopted Budget of \$89,448,037. The primary factors for the increase are as follows:

- Personnel costs will increase \$2,529,977.
 - 21.5 full time equivalent positions are being added citywide to meet the needs of the City as outlined on the following pages.
 - Phase II of the pay plan will be implemented effective April 1, 2016, including a 2 percent cost of living adjustment to ensure that the pay plan does not fall behind the market.
 - Health insurance costs are budgeted at a 10 percent increase to cover the costs of health insurance premiums, Other Post-employment Benefits (OPEB) contributions, and build a reserve in the employee benefits fund.
- The cost of water acquisition from NTMWD will increase 9 percent, or \$592,273, due to planned cost increases for their capital reinvestment.

Details concerning the major components of the increase and other changes are explained in the individual fund narratives immediately following, including details regarding position additions and other changes.

Property Taxes

Ad valorem (property) taxes are the largest single revenue source for the City. Based on the certified assessed value provided by the DCAD and the RCAD, the taxable assessed valuation for FY2016 will increase \$313.4 million or 9.6 percent, from \$3.274 billion in FY2015 to \$3.587 billion in FY2016. Chart 20 provides a breakdown as follows:

CHART 20

Breakdown of Certified Tax Values	FY2015 (,000s)	FY2016 (,000s)	\$ Change (,000s)	% Change
Residential	\$2,629,231	\$2,924,605	\$295,374	11.2%
Commercial	644,798	662,850	18,052	2.8%
Total Taxable Values	\$3,274,029	\$3,587,455	\$313,426	9.6%

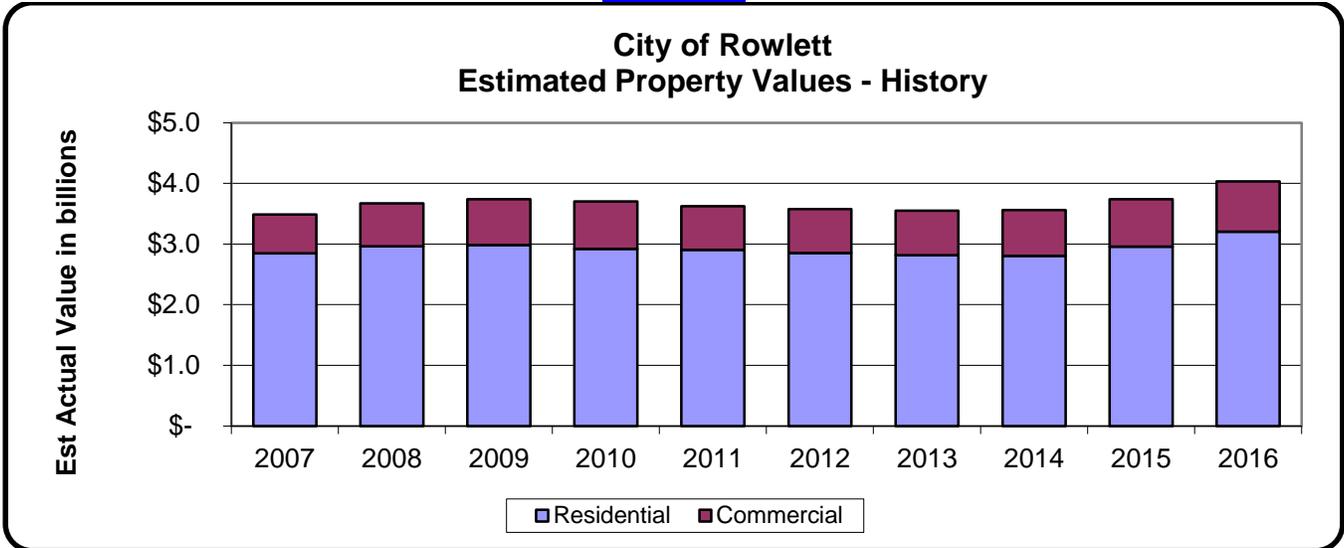
Chart 21 below illustrates the estimated market value and taxable assessed value experienced by the City of Rowlett over the past ten years and for FY2016 based on the final certified values.

CHART 21

HISTORY OF TAX VALUES (,000s)					
Year	Estimated Market Value			Less: Exemptions	Taxable Assessed Value
	Residential	Commercial	Total		
2007	2,848,863	635,390	3,484,253	(342,854)	3,141,399
2008	2,961,439	708,959	3,670,398	(361,998)	3,308,400
2009	2,980,182	760,598	3,740,780	(372,401)	3,368,379
2010	2,918,386	781,622	3,700,008	(414,295)	3,285,713
2011	2,901,798	719,781	3,621,579	(401,314)	3,220,265
2012	2,850,329	727,932	3,578,261	(406,361)	3,171,900
2013	2,813,783	736,381	3,550,164	(425,321)	3,124,843
2014	2,806,507	753,660	3,560,167	(443,668)	3,116,499
2015	2,954,098	783,149	3,737,247	(463,218)	3,274,029
2016	3,205,458	826,450	4,031,908	(444,453)	3,587,455

Chart 22 illustrates the actual history of estimated property values experienced by the City of Rowlett over the past ten years.

CHART 22



The ad valorem tax rate is split between the General Fund and the General Debt Service Fund. The General Debt rate is established at a level that will provide for the principal and interest on the City's tax supported debt each year. Chart 23 below provides a ten year comparison of the tax rate split between operations and debt service, including the adopted rate for FY2016.

CHART 23

Fiscal Year	O & M	Debt	Total
2007	\$0.478721	\$0.268452	\$0.747173
2008	\$0.466173	\$0.281000	\$0.747173
2009	\$0.494673	\$0.252500	\$0.747173
2010	\$0.502020	\$0.245153	\$0.747173
2011	\$0.494673	\$0.252500	\$0.747173
2012	\$0.490833	\$0.256340	\$0.747173
2013	\$0.492673	\$0.254500	\$0.747173
2014	\$0.504773	\$0.242400	\$0.747173
2015	\$0.549770	\$0.237403	\$0.787173
2016	\$0.577919	\$0.209254	\$0.787173

Rowlett has experienced significant increases in its tax value in the last two years, growing 5.1 percent in FY2015 and 9.6 percent in FY2016. The value of this gain has caused a direct increase to the City's annual tax revenues equivalent to seven cents on the tax rate and cumulatively resulted in the gain of \$3.4 million in the past two years alone plus an additional \$1.4 million based on the 4 cent tax increase levied in FY2015.

With the additional dollars over the past two years, the City has been able to fix structural imbalances in the General Fund; bring employee pay up to market; fund the first year of a three year capital bond program; add needed funds for alley improvements, parks maintenance and community amenities; replace obsolete equipment; bolster planning and economic development efforts; allocate monies for neighborhood revitalization; and meet the needs of our seniors. As the economy continues to grow in

Rowlett over the next 3-5 years, the City will truly be able to make significant inroads to becoming financially sustainable and to meet the growing needs of our community.

Compensation and Staffing Changes

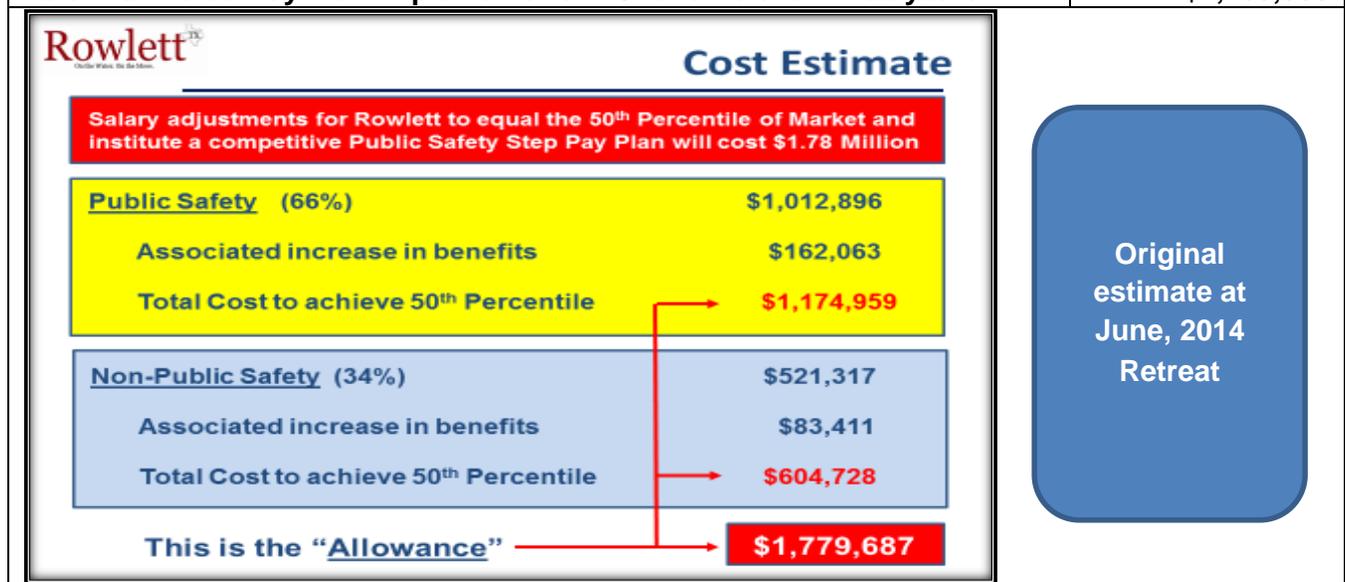
New development means new residents, which means new customers that will begin straining the City’s ability to provide essential services, necessitating additional employees and resources to meet this new demand. In addition, the City adopted a new pay plan in FY2015 with a three year implementation cycle that began on April 1, 2015. As a result, personnel costs associated with compensation and new employees are expected to increase by \$2.5 million in FY2016. These changes are further described below.

FY2016 Compensation Plan

In the four year period leading up to FY2015, Rowlett experienced an employee turnover rate which exceeded that of other municipalities in the DFW area, 18 percent and 19 percent in FY2013 and FY2014 respectively. The City recognized that compensation was a major contributing factor to turnover. To address this issue, the City had a comprehensive study conducted by Evergreen Solutions, LLC. Based on that study, the City Council approved a new pay plan with a three year implementation schedule. The financial cost of that plan was presented in the FY2015 Budget as shown in Chart 24 below.

CHART 24

Projected Cost of Pay Plan Implementation @ 50 Percentile over Three Years		
Description	First ½ of Implementation	Full Annual Cost
FY2015: Phase I (April 1, 2015) – brings all employees to at least the minimum of market and step/tenure.	\$600,000	\$1,200,000
FY2016: Phase II (April 1, 2016) – adds step increases for eligible Police/Fire personnel who are not capped.	\$166,000	\$332,000
FY2017: Phase III (April 1, 2017) - adds step increases for eligible Police/Fire personnel who are not capped.	\$118,000	\$236,000
Total Estimated Pay Plan Implementation w/Benefits over three years		\$1,768,000



The FY2016 Adopted Budget includes the second year implementation of the Police/Fire step plan as well as a modest 2 percent COLA component for non-Police/Fire employees and a lump sum adjustment for employees who are currently capped. By continuing with this plan in FY2016 and FY2017, the City

will be in a good position in terms of marketability when the market update is performed in FY2018. In addition, it is important to note that 58 percent of the City's full- and part-time employees did not receive a pay raise in FY2015 based on the market study, making the COLA for FY2016 even more important.

CHART 25

FY2016 Pay Plan Implementation		
Description	First ½ of Implementation	Full Annual Cost
FY2016: Phase II (April 1, 2016) – adds step increases for eligible Police/Fire personnel who are not capped.	\$55,000	\$110,000
COLA/Merit Component (April 1, 2016 @ 2%)	368,000	736,000
Total Pay Plan Implementation w/Benefits	\$423,000	\$846,000

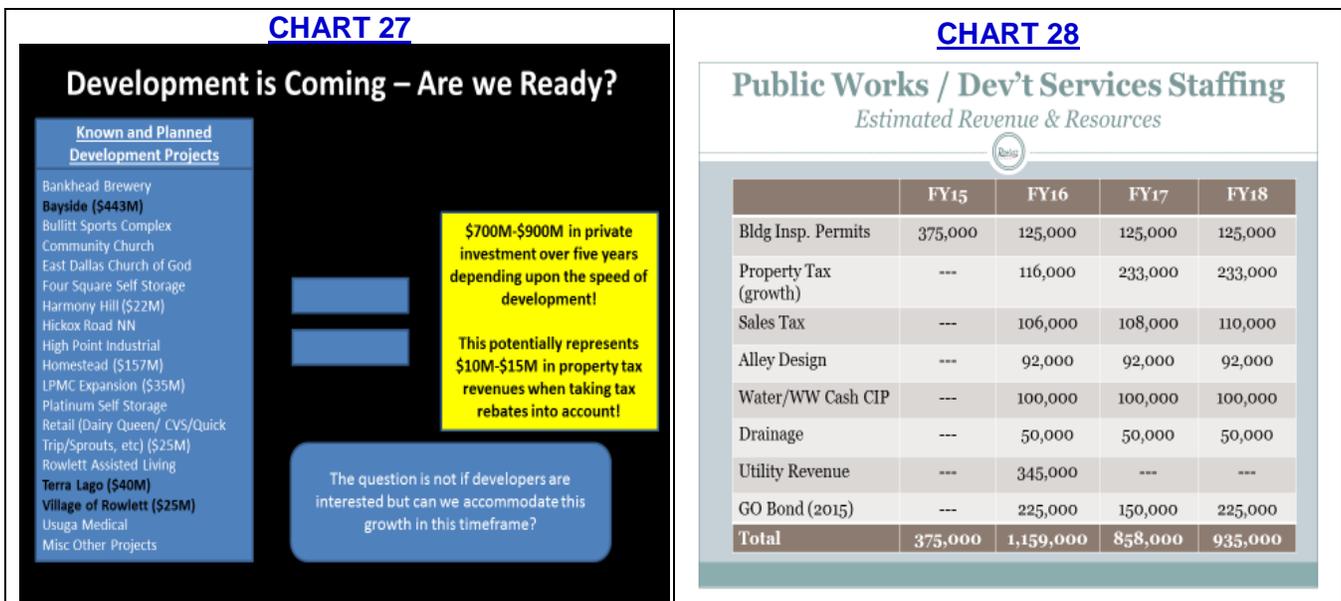
FY2016 Staffing Changes

As mentioned, the City will need to add new employees in FY2016 and in the coming years. In FY2016, this increase represents an unusual number of new employees; therefore, this section explains the need for the new positions as well as the funding sources. A summary of all new employees is listed in Chart 26 below.

CHART 26

Description	Fte's	Funded by grants / fees or offset costs	Covered by general tax support
1. Development related employees – Engineering related positions (5) Building inspectors (2) Planners (1) Deputy Fire Marshal (1)	9.00	\$249,391	\$666,100
2. School security and student safety- School Resources Officers (3) School Crossing Guard (0.25)	3.25	249,000	6,000
3. Youth Baseball League- Park Programmer to run league (1)	1.00	56,000	-
4. Parks Maintenance Standards- Parks Maintenance Specialists (2)	2.00	88,100	-
5. Senior Citizen Programs- Recreation Leader (0.75)	0.75	-	19,900
6. I30 enforcement and new development- *Police Officer (1)	1.00		70,100
7. Payroll-Accounting Specialist (1)	1.00	52,200	-
8. Neighborhood advocacy- Neighborhood Advocate Coordinator	1.00	-	62,900
9. Trash Abatement-*Maintenance Worker (0.50)	0.50	18,900	-
10. Information Technology – Systems Administrator (1) Service Desk Level 2 (1)	2.00	-	137,300
Subtotal	21.50	\$713,591	\$962,300
Total FY2016 Salaries and Benefits			\$1,675,891
*While the cost of these new employees is included in general tax support, an important trade-off in the Elgin B. Robertson agreement was that the City of Rowlett would receive concession revenues from the marina that had previously been going to the City of Dallas. This revenue is expected to be about \$130,000 per year and will help with the cost associated with these employees.			

1. New development means new customers, new residents and the need for additional employees. The City's biggest need for additional employees is directly attributed to this growth referenced earlier in this budget message that will add \$700 million to \$900 million in private investment in the next five years (see Chart 27 below). In order to move this much development through the planning process to the certificate of occupancy stage, the City will need to add nine employees that are engineers, planners and inspectors. This issue was discussed with Council in May, 2015, resulting in staff moving forward with the hiring of the first three positions with the remaining positions being added to the FY2016 budget. During the discussion in May, staff indicated that part of the costs of these new positions will be covered by additional building permit revenues with the remaining amount coming from additional tax revenues (see Chart 28 below). However, the engineers and inspectors will also save the City money by performing design work and inspection services on alleys, drainage and utilities. From a practical perspective, the new employees will be included in the General Fund but will be able to allocate costs to capital projects based on actual activity. There is a lot at stake to getting this right and to move the high quality projects through the process.



2. In the spring of 2015, the City was approached by the Garland Independent School District (GISD) to add three new school resource officers (SROs) as part of a larger strategy to have two SRO's at each high school and additional SRO's at middle schools and elementary schools. As discussed with Council on June 2, 2015, GISD requested Sachse to add one, Rowlett to add three, and Garland to add eight. Under the current program, Rowlett has five SROs with GISD covering 50 percent of the costs during the school year (i.e. 9 months) and Rowlett covering the remaining cost. Under this agreement, GISD will pay 100 percent of all salary and benefits and 50 percent of the vehicles and equipment to outfit the SROs. Rowlett's share of the vehicles and equipment will be split between the General Fund and Police Seizure Fund. The positions themselves will be budgeted in the Grants Fund. In an unrelated matter, the City will add one part-time school crossing guard for Keeley Elementary due to the increased traffic on Liberty Grove and Princeton.
3. For years, Youth Baseball of Rowlett, Inc. ran the youth baseball league in the fall and spring. Staff was approached by the league to run this program starting in FY2015. The fall program normally has about 300 children and the spring program has about 650. As a result, the City will hire a Recreation Programmer to serve as the league coordinator. The City expects to generate

\$77,650 in new fees from the program which will cover the cost of the additional position as well as umpires, scorekeepers, and equipment.

4. In FY2015, the City allocated $\frac{3}{4}$ of a cent on the property tax rate, or about \$245,552 to improve and enhance City parks. These funds were to be used for ballfields and turf management, playground improvements and shade structures, and improvements to specific parks such as Lakeside, Springfield and Pecan Grove. Part of this strategy includes hiring two new parks maintenance employees per year beginning in FY2015. As a result, FY2016 includes two additional parks maintenance specialists. Total funding for the program in FY2016 is \$268,500 with \$88,100 being allocated for the new positions.
5. On June 16, 2015, the Senior Advisory Committee recommended the funding of two “quality of life” priorities for local seniors. This included a part-time recreation programmer dedicated to senior programs and transportation assistance. As described in Chart 29 below, the new position will assist and coordinate existing and new programs, trips and activities.

CHART 29

Senior “Quality of Life” Priorities

- ❖ **Part Time Senior Programmer – Office at the Rowlett Community Centre - \$22,946 annually – allocation from the general fund**
 - ❖ Senior Program growth to include:
 - On site during program hours at the RCC to assist with programs/trips
 - Additional Day Trips added to the agenda
 - Lunch n’ Learn programs added to program roster – senior request 3-4 days per week
- ❖ **Interlocal Agreement with STAR to provide transportation to the Rowlett Community Centre for Senior members and provide Day Trips - allocation from general fund – \$75,809 annually**
 - Includes 2 buses used 4 hours per day – Monday through Friday - drivers, dispatch services, marketing, insurance, fuel costs, vehicle maintenance, etc.
 - Day Trips will be based on use at a discount per hour rate



6. On April 1, 2015, the City of Rowlett took over first responder services on the bridges over Lake Ray Hubbard and adjacent to city limits of Rowlett including Interstate 30 (I30). This means that Rowlett Police and Fire have first responder responsibilities for any accidents. This agreement was made with the City of Dallas as part of the acquisition of Elgin B. Robertson, now known as Bayside. The Rowlett Police and Fire Chiefs believe that changing driver behavior on I30 will save lives and reduce the number of accidents not to mention keeping the interstate open to prevent major traffic jams on Miller Road and Lakeview Parkway (Hwy 66). As a result, staff has instituted enhanced patrol activities at peak times on I30 and believe this strategy is absolutely necessary to reduce the impact of this agreement on Rowlett. As part of the FY2016 Adopted Budget, one additional patrol officer is added to offset the impact of this program at a cost of \$70,100. An important trade-off in the agreement was that the City of Rowlett would receive concession revenues from the marina that had been going to the City of Dallas. This revenue is expected to be about \$130,000 per year and will help with the cost associated with this program as well as trash abatement in the takeline area of Lake Ray Hubbard.

CHART 30



ROWLETT PUBLIC SAFETY I30 Response

- Rowlett Police and Fire believe changing driver behavior will save lives and reduce accidents
- Keeping I30 open is critical in preventing major traffic backups on Miller Rd and Lakeview PKWY (66) due to reroutes from I30 closures



Recent accidents on I30 and Dalrock Rd.



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7. During FY2015, the City of Rowlett began implementing a new comprehensive software system from Tyler Technologies referred to as MUNIS. This software replaces the City's existing software system that is 15 years old and severely obsolete. As part of this changeover, the City will bring payroll back into the Accounting Department and will cancel the contract payroll services currently provided by ADP. This contract currently costs the City about \$90,000 per year and will be replaced by an Accounting Specialist at a cost of \$52,200, saving the City about \$37,800 annually.

8. As mentioned earlier in this budget message, Rowlett neighborhoods are aging with infrastructure that needs to be replaced; however, not every problem can be solved simply by replacing infrastructure. Our community's needs go much deeper. As a result, Rowlett will implement a neighborhood advocacy program that will address many of these needs by 1) consolidating existing neighborhood programs (i.e. code enforcement, fire alarm blitz's, trash abatement, etc.), 2) providing resources to fix neighborhood problems (i.e. screening walls, entrance features, medians, CDBG-funded housing rehabilitation, etc.), and 3) amending Rowlett's municipal code to improve standards for aesthetic and habitation purposes. The program will include hiring a Neighborhood Advocate Coordinator at a cost of approximately \$63,000 that will begin the work of revitalizing our older neighborhoods as shown in Chart 31.

CHART 31

Neighborhood Advocate Program

Community standards development (not Code Enforcement)	<ul style="list-style-type: none"> • Ordinance development (aesthetic & habitation standards) • Screening walls/fences with PID assistance
Clean-up Blitz Program	<ul style="list-style-type: none"> • Coordinate & lead cross departmental efforts • Neighborhood clean program
Neighborhood branding efforts	<ul style="list-style-type: none"> • Community investment & community enhancement projects • Infrastructure as Art program
Customer Liaison/Advocate	<ul style="list-style-type: none"> • Neighborhood Ombudsman • Attend neighborhood meetings and events
CDBG assistance	<ul style="list-style-type: none"> • Housing rehab application assistance
Lead outreach programs & events	<ul style="list-style-type: none"> • Promote volunteerism
Community education/awards	<ul style="list-style-type: none"> • Provide information to the community • Neighborhoods USA

The purpose of the Neighborhood Advocate Program is to rejuvenate and revitalize older neighborhoods thru education and collaboration.

Cost = \$63,203

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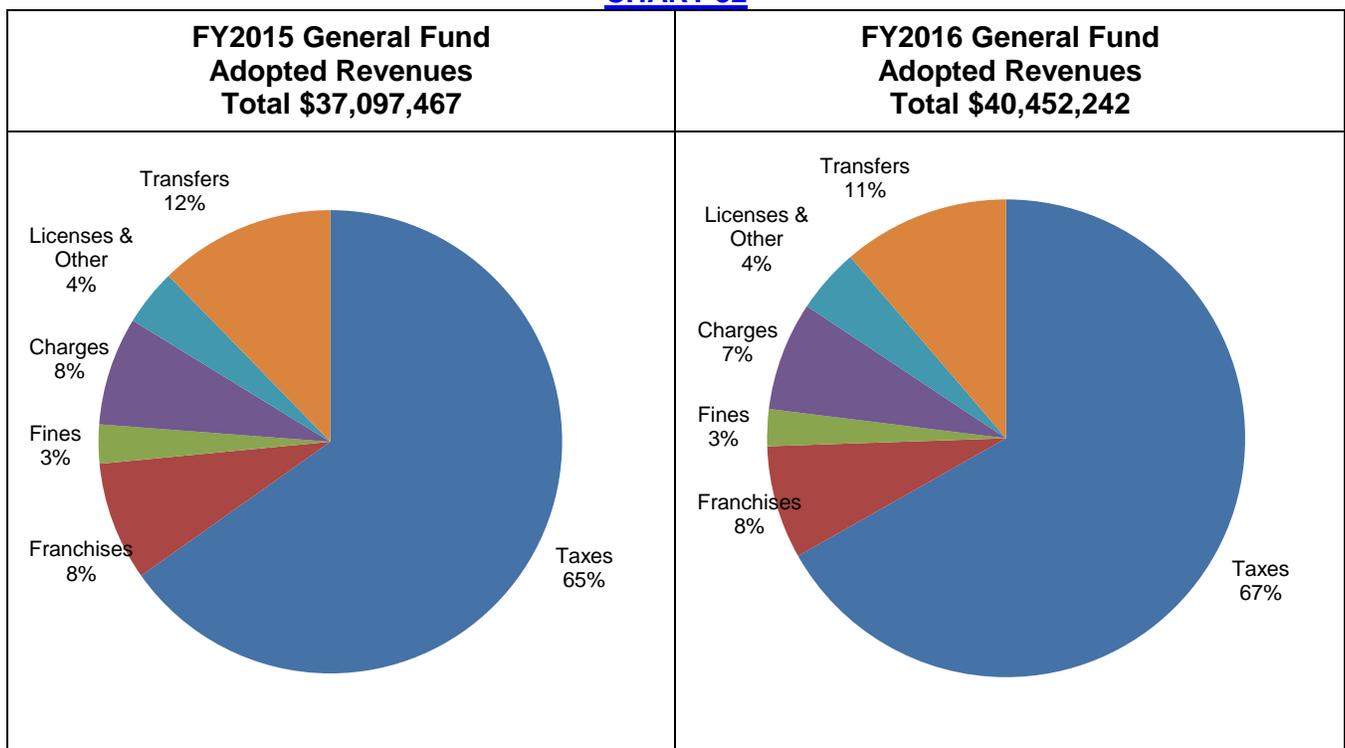
9. In addition to the first responder services on Lake Ray Hubbard bridges, Rowlett also took over the responsibility for trash abatement in the Rowlett portion of the takeline of Lake Ray Hubbard. This agreement does not include responsibility for the lake itself, only the takeline (land between normal lake level and individual property ownership). As a result, the FY2016 Adopted Budget includes a part-time maintenance worker at a cost of \$18,900 per year. The full cost of the program will be included in the Refuse Fund and will include the part-time worker and contract services when necessary to accomplish the mission. While the cost of this program is included in the Refuse Fund, an important trade-off in the agreement was that the City of Rowlett would receive concession revenues from the marina that had previously been going to the City of Dallas. This revenue is expected to be about \$130,000 per year and will help with the cost associated with this program as well as enhanced I30 first responder services.

10. In the past year the IT staff have made significant accomplishments with regards to addressing the failing technology infrastructure throughout the City of Rowlett first identified by Chip Collins, an IT consultant and interim IT manager hired by the organization in September 2012. Some of the more notable challenges faced were in the areas of system failures and voluminous requests for service from the departments. In late 2014, an in-depth staffing analysis was completed based upon the organization's support needs, shortfalls of strained systems and ever increasing cyber-attacks. Within the past 18 months, IT has been working on over 70 technology projects that total more than 39,000 man-hours. During that time, IT has prevented 1,079 *unique* cyber-attacks and over 300,000 total attacks. Additionally, the IT Help Desk has received over 6,700 requests for internal assistance, all of which is far beyond the physical capability of the existing levels of staffing, necessitating the reorganization efforts and increase of staffing by two employees at a cost of \$137,300.

GENERAL FUND

REVENUES

CHART 32



Overall, revenues in the General Fund are projected to be \$40,452,242 in FY2016. This is a projected increase of \$3,354,775 or 9.0 percent when compared to the Adopted FY2015 budget of \$37,097,467. An explanation by category is provided below of the anticipated revenues and an explanation regarding these projections.

CHART 33

General Fund Revenues	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Property Taxes	\$18,489,122	\$20,732,585	\$2,243,463	12.1%
Sales Taxes	5,631,653	6,191,617	619,964	11.0%
Other Taxes	58,921	59,511	590	1.0%
Franchise Fees	3,077,967	3,093,891	15,924	0.5%
Licenses and Permits	722,933	1,023,781	300,848	41.6%
Charges for Service	2,806,768	2,974,838	168,070	6.0%
Fines and Forfeitures	1,008,407	1,008,407	-	0.0%
Other	741,584	747,500	5,916	0.8%
Internal Transfers	4,560,112	4,560,112	-	0.0%
Total	\$37,097,467	\$40,392,242	\$3,354,775	9.0%

Taxes

General Fund tax revenue includes property taxes, sales taxes, and mixed beverage taxes. Overall, tax revenues are projected to increase \$2,864,017 or 11.8 percent from \$24,179,696 in FY2015 to \$27,043,713 in FY2016.

Ad valorem (property) taxes are the largest single revenue source for the City, estimated at \$20.7 million for FY2016. This revenue represents a 12.1 percent or \$2,243,463 increase from the FY2015 Adopted Budget of \$18.5 million. The increase is a result of improvements in appraised values and new construction.

Sales tax receipts are the General Fund's second largest revenue source, estimated at \$6.2 million for FY2016. This represents an 11.0 percent or a \$619,964 increase from the FY2015 Adopted Budget of \$5.6 million.

Mixed beverage taxes are the smallest tax revenue source received by the City and are estimated at \$59,511 for FY2016. The City received \$65,009 in FY2014 and expects to receive \$58,921 in FY2015.

Other Non-tax Revenues

Overall, other non-tax revenues increased by \$490,758 or 3.8 percent from \$12,917,771 in FY2015 to \$13,408,529 in FY2016. These revenues include the following:

- *Franchise Fees* from electric, natural gas, phone, and cable television include a modest change of \$15,924, or 0.5 percent.
- *Licenses and Permits* for food service permits, protective alarm permits, building structures, takeline area permits, licenses for contractors and special permits reflect an increase of \$300,848, or 41.6 percent, in this revenue category and is the result of anticipated increases in building permits as development activity in the City increases.
- *Charges for Service* include ambulance billing, emergency phone 9-1-1, and animal control along with revenue from the Community Centre, Parks, Wet Zone and the Library. This category is

expected to increase \$168,070, or 6 percent, primarily due to an increase in ambulance rates approved in FY2014 and the addition of new athletics programs in FY2016.

- *Fines and Fees* for Municipal Court and fines assessed for various code violations are expected to remain flat.
- *Other* revenue include all types of miscellaneous transactions including interest earnings, cell tower rentals and donations.
- *Internal transfers* from the Utility, Refuse and Drainage Funds:
 - The Utility in Lieu of Tax Revenue is based on a calculation that multiplies the Utility Fund's total gross capital assets by the current tax rate to establish the amount of the payment.
 - General & Administrative fees are based on services provided by the General Fund for certain overhead costs such as legal, accounting, insurance, etc.
 - Utility in Lieu of Franchise revenue reflects five percent of the Utility Fund fees and charges, which are consistent with the fees charged to all other franchise utilities.

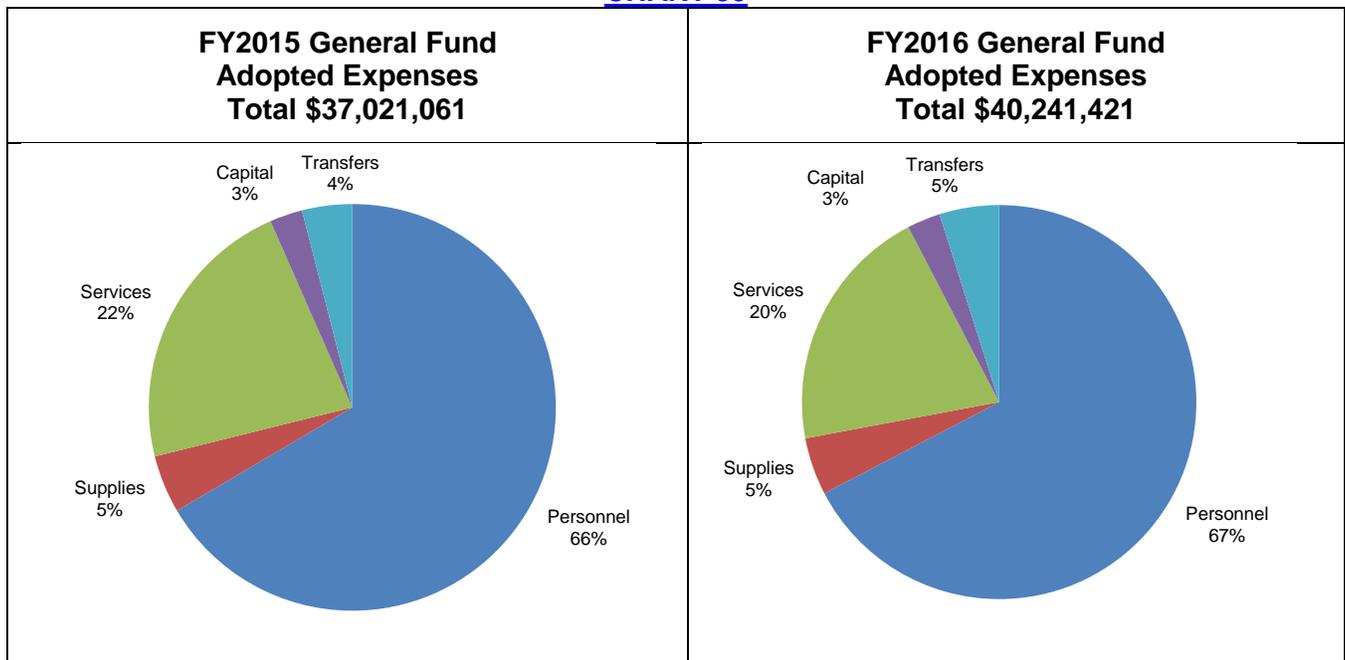
EXPENSES

Overall, expenses in the General Fund are projected to be \$40,241,421 in FY2016. This is a projected increase of \$3,220,361, or 8.7 percent when compared to the Adopted FY2015 Budget of \$37,021,061. These changes are summarized in Chart 34.

CHART 34

General Fund Expenses	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Personnel Services	\$24,775,943	\$27,015,168	\$2,239,225	9.0%
Supplies	1,706,902	1,891,950	185,048	10.8%
Purchase Services	8,068,640	8,248,977	180,377	2.2%
Capital Equipment	903,599	1,121,425	217,826	24.1%
Transfers to Cash CIP and Economic Development	1,565,976	1,963,901	397,925	25.4%
Total	\$37,021,061	\$40,241,421	\$3,220,361	8.7%

CHART 35



Personnel Costs

CHART 36

Personnel Costs	Adopted FY2016
Pay Plan Implementation – April 1, 2015 (Second 1/2 FY)	\$371,999
Step increases/COLA Implementation – April 1, 2016	354,157
Additional personnel	581,155
Overtime	135,421
Change in health insurance	420,269
Change in retirement	(3,694)
Change in workers compensation	(204,826)
Change in vacancy savings due to reduced turnover	250,000
Other changes (midyear additions, other benefits)	334,744
Total	\$2,239,225

Overall, personnel costs in the General Fund are projected to increase \$2,239,224 or 9.0 percent, from \$24,775,944 in FY2015. As mentioned above, the FY2016 Adopted Budget includes a 2 percent COLA for all open range salary plan employees and advances all step plan employees to their next step on the pay plan on April 1, 2016.

In addition to pay, employee medical costs are expected to increase \$420,269 in FY2016 due to an increase in medical premiums of 5.0 percent and necessary funding to implement strategy for Other Post-employment Benefits (OPEB) discussed later in the Employee Benefits section.

Rates for the Texas Municipal Retirement System (TMRS) decreased from 13.06 percent in calendar year 2015 to 12.42 percent in calendar year 2016. This resulted in a decline from 13.15 percent in FY2015 to the FY2016 rate of 12.58 percent. The rates are effective January 1st each year, resulting in a combined rate calculation for the fiscal year. Net new positions, the total cost for TMRS will decrease this fiscal year.

Lastly, workers compensation premiums paid to the Texas Municipal League (TML) are budgeted to decrease \$202,388 this year or 48.9 percent. The City had several serious injuries in FY2011, which resulted in an increase. Such changes take about three years to work themselves through the system based on how TML calculates their workers' compensation rates. Staff has evaluated the injuries, made several changes to processes, and implemented several new safety initiatives in FY2015. These included the creation of a safety task force, whose focus on the reduction of such claims. This task force is starting to yield results.

Vacancy savings has been reduced from \$500,000 to \$250,000 for FY2016. With implementation of the new pay plan and continued aggressive recruitment and hiring, the turnover rate has declined and reduced the need to budget as much for vacancy savings in the upcoming years.

Capital Equipment

As a part of our strategy towards sustainability, the City has, within available resources, updated the organization with state of the art technology and equipment. In FY2012, the General Fund budget began

including \$250,000 to purchase six patrol cars annually. In FY2013, the City began including an additional \$250,000 to purchase other vehicles and equipment. In FY2016, Rowlett is experiencing economic development opportunities and positive benefits from the current economy in DFW. New income streams are allowing the City to become financially more sustainable and economically more viable, and continuing investment in capital equipment to position the City to become more efficient and productive is necessary. In addition to cash funding, the budget also includes capital leases that have provided funds for other key equipment strategies. Planned purchases for rolling stock, technology and other equipment and capital leases are outlined in the following charts.

Chart 37 lists the vehicles that are scheduled to be replaced over the next three years.

CHART 37

Dept.	Vehicle Replacement	Year	FY2016	FY2017	FY2018
Fire	F250 Quad Cab (203)	2004	\$75,000	\$ -	\$ -
Parks	F250 Truck (42-03)	2003	21,877	-	-
Parks	F250 Truck (42-08)	2001	21,877	-	-
Parks	F250 Truck (42-07)	2003	21,877	-	-
Police	Sedan (C-708)	2005	21,600	-	-
Police	Sedan (C-125)	2005	21,600	-	-
Fire	Dodge Durango (902)	2007	-	35,000	-
Fire	Dodge Durango (901)	2007	-	35,000	-
Parks	F250 Truck (42-12)	2003	-	21,877	-
Police	F150 Truck (C-451)	2005	-	22,454	-
Streets	F450 Truck (25-02)	2003	-	50,820	-
Streets	F150 Truck (25-32)	2003	-	21,750	-
Streets	F250 Truck (27-03)	2003	-	47,260	-
Parks	F250 Truck (42-15)	2006	-	-	21,877
Parks	F250 Truck (42-16)	2006	-	-	21,877
Parks	F250 Truck (42-17)	2006	-	-	21,877
Parks	F250 Truck (42-18)	2006	-	-	21,877
Planning	F250 Truck (346)	2007	-	-	21,877
Streets	F450 Truck (25-04)	2007	-	-	50,820
Total			\$183,831	\$234,161	\$160,205

Chart 38 below lists the equipment that is scheduled to be purchased over the next three years.

CHART 38

Dept.	Equipment	FY2016	FY2017	FY2018
Fire	Bunker Gear Washer (1 per station)	\$19,000	\$19,000	\$19,000
Fire	Tools and Equipment for I 30	176,025	-	-
Fire	Power Tools & Thermal Imaging	20,000	-	-
Recreation	Update gym equipment	22,000	22,000	22,000
Planning	GPS Unit	11,295	-	-
Total		\$248,320	\$41,000	\$41,000

Chart 39 below lists the current and planned capital leases for the next three years.

CHART 39

Dept.	Capital Lease	Year	FY2016	FY2017	FY2018
Finance Admin.	ERP Software	2014	\$92,951	\$92,951	\$92,951
Finance Admin	Timekeeping & Payroll software	2014	76,350	76,350	76,350
Information Technology	IT Infrastructure	2013	127,039	127,039	-
Information Technology	Servers, software & other equipment	2013	102,124	102,124	-
Fire	SCBA	2014	44,683	44,683	44,683
Fire	Bunker Gear	2015	49,719	49,719	49,719
Fire	Fire Engine (F101)	2006	60,671	-	-
Fire	2 Fire Trucks	2010	99,888	99,888	99,888
Fire	Ambulance Medic 1	2012	28,602	28,602	-
Fire	Ambulance Medic 2	2014	37,715	37,715	37,715
Fire	Ambulance Medic 3	2014	37,715	37,715	37,715
Fire	Aerial, Pumper, Refurbish Pumper, Refurbish Ladder	2015	198,831	198,831	198,831
Streets	Roller, Loader, Dump Truck	2011	21,504	21,504	-
Streets	Patch Truck	2016	41,652	41,652	41,652
Streets	C-4500	2016	-	-	41,652
Vehicle Services	Fleet & Fuel Software	2015	15,344	15,344	15,344
Total			\$1,034,788	\$974,117	\$736,500

Parks and Recreation staff has formulated a three-year plan (illustrated in Chart 40) to utilize additional funding provided by the three-fourths of one penny on the tax rate, which translates into approximately \$269,060 in FY2016. Planned enhancements that will have significant impact include two additional Parks Maintenance Specialists each year, playground equipment at Lakeside Park, buildings and grounds capital maintenance, and capital maintenance at Community Park, including repairs to the concession stand, scoreboards and fishing piers.

CHART 40

Park Maintenance Standards and Improvements	Adopted FY2016	Adopted FY2017	Adopted FY2018
Ballfields, turf management, facility capital maintenance	\$177,549	\$225,947	\$230,470
Playground improvements and shade structures	41,000	1,000	31,000
Community Park improvements	50,511	-	-
Lakeside Park improvements	-	54,875	31,625
Total	\$269,060	\$281,822	\$293,095
Note – The staffing plan includes the addition of two Parks Maintenance Specialists each year from FY2015 to FY2017 for a total of six by Year 3.			

New Programs

As a result of the increase in taxable assessed value for FY2016 and the City's conservative budgeting, there were additional dollars to allocate to meet the needs of the community. Based on updated

preliminary values, the City evaluated how best to allocate those additional dollars for the upcoming year. At that time, priority was given to alley improvements with the idea to convert that value into bonding capacity in FY2018; fund needs identified by the senior advisory board for transportation and additional staffing; and to fund a neighborhood advocacy program. The total cost for these three programs was \$545,000.

ENTERPRISE FUNDS

An enterprise fund establishes a separate accounting and financial reporting mechanism for municipal services typically for which a fee is charged in exchange for goods or services. Under enterprise accounting, the revenues and expenditures of services are separated into separate funds with its own financial statements rather than commingled with the revenues and expenses of all other government activities.

UTILITY FUND

REVENUES

Overall, revenues in the Utility Fund are projected to be \$28,901,031 in FY2016, when compared to \$28,545,460 in FY2015. This is a projected increase of \$354,245 or 1.2 percent when compared to the FY2015 Adopted Budget. The City received \$24,819,678 in FY2014 and expects to receive \$27,458,760 in FY2015. This is \$1.1 million less than the adopted budget due to a reduction in water sales resulting from both Stage 3 Water Restrictions and the unusually large amount of rainfall this spring. A deeper explanation of the impact of four years of drought and water restrictions is described under Issue #1 earlier in this memo. A summary by category is provided below in Chart 41 of the anticipated revenues and these projections.

CHART 41

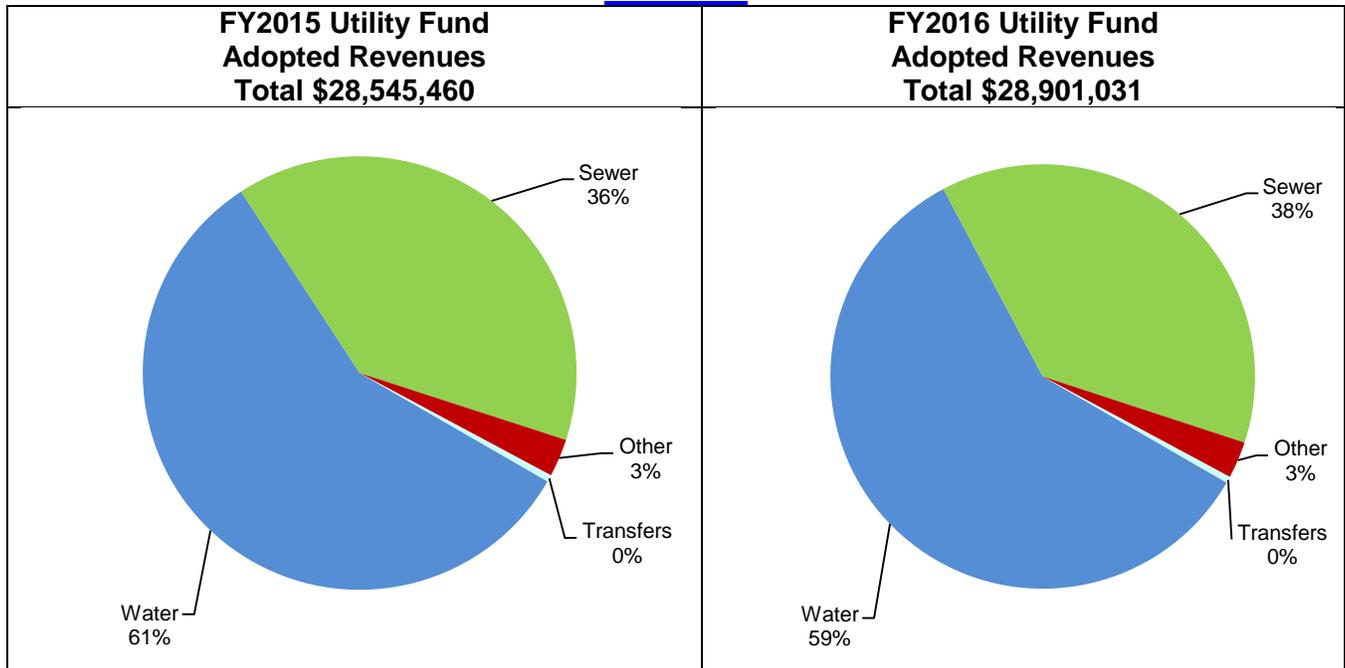


CHART 42

Utility Fund Revenues	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Water charges	\$17,170,618	\$17,027,975	(\$142,643)	-0.8%
Sewer charges	10,516,122	10,921,401	405,279	3.9%
Interest Income	11,976	13,302	-	0.0%
Other	707,347	798,956	91,609	13.0%
Transfers in	139,397	139,397	-	0.0%
Total	\$28,545,460	\$28,901,031	\$354,245	1.2%

Water Charges

This category of revenue includes water charges to residential, commercial and municipal customers. Water charges are projected to decrease by approximately \$142,643 or 0.8 percent. The City received \$13,768,262 in FY2014 and expects to receive \$16,456,672 in FY2015.

The water rate change decreases the average utility customer bill (assuming 10,000 gallons per month) by \$3.67 or 4.9 percent per month in FY2016. In FY2015, water charges included a temporary surcharge of \$6.97 per month in order to recoup revenue lost due to the Stage 3 water restrictions. The surcharge was only intended to remain until water restrictions were lifted. When NTMWD eliminated Stage 3 water restrictions in May 2015, the surcharge was lifted. The model continues to pass on the yearly increase from NTMWD. This affects residential customers as shown in Chart 43.

CHART 43

Water Residential Customers Only	Adopted FY2015	Adopted FY2016
Beginning Base Rate	\$22.30	\$22.30
Increase in Base Rate from NTMWD	\$5.66	\$8.96
Temporary Surcharge	\$6.97	n/a
New Base Rate	\$34.93	\$31.26
Volume Rate	\$4.07	\$4.07
Total Monthly Fee @ 10,000 gallons per month	\$75.63	\$71.96
Dollar change	n/a	(\$3.67)
Percent change	n/a	-4.9%

Sewer Charges

This category of revenue includes sewer charges to residential, commercial and municipal customers. Sewer charges are projected to increase by approximately \$405,279 or 3.9 percent due to a projected increase in sewer treatment services by the City of Garland from \$2.59 to \$2.67 per thousand gallons. The City received \$10,109,643 in FY2014 and expects to receive \$10,143,368 in FY2015.

The sewer rate increases the bill for the average utility customer (assuming 10,000 gallons per month) by \$1.03 or 1.7 percent per month in FY2016. The model passes on the increase from the City of Garland and affects residential customers as shown in the chart below:

CHART 44

Sewer Residential Customers Only	Adopted FY2015	Adopted FY2016
Beginning Base Rate	\$16.42	\$16.42
Increase in Base Rate from City of Garland	\$0.63	\$1.41
New Base Rate	\$17.05	\$17.83
Volume Rate	\$4.39	\$4.39
Total Monthly Fee @ 10,000 gallons per month	\$60.95	\$61.73
Dollar change	n/a	\$0.78
Percent change	n/a	1.3%

EXPENSES

The FY2016 Utility Fund budget totals \$27,179,163, which represents a decrease of \$882,979 or 3.1 percent from the FY2015 Adopted Budget of \$28,062,142. The primary reason for the decrease is deliberate action to reduce costs for the next two years. Reductions include some operational line-items but are primarily reducing the Utility Cash Capital Maintenance Plan below our target of \$2.8M and deferring an additional water & sewer revenue bond issuances until FY2018. These actions are necessary in order to rebuild the health of the Utility Fund over the next two years. Direct purchase costs for water and sewer are projected to increase by \$994,119 in FY2016, a combined increase of 9.8 percent. An explanation by category is provided in Chart 46.

CHART 45

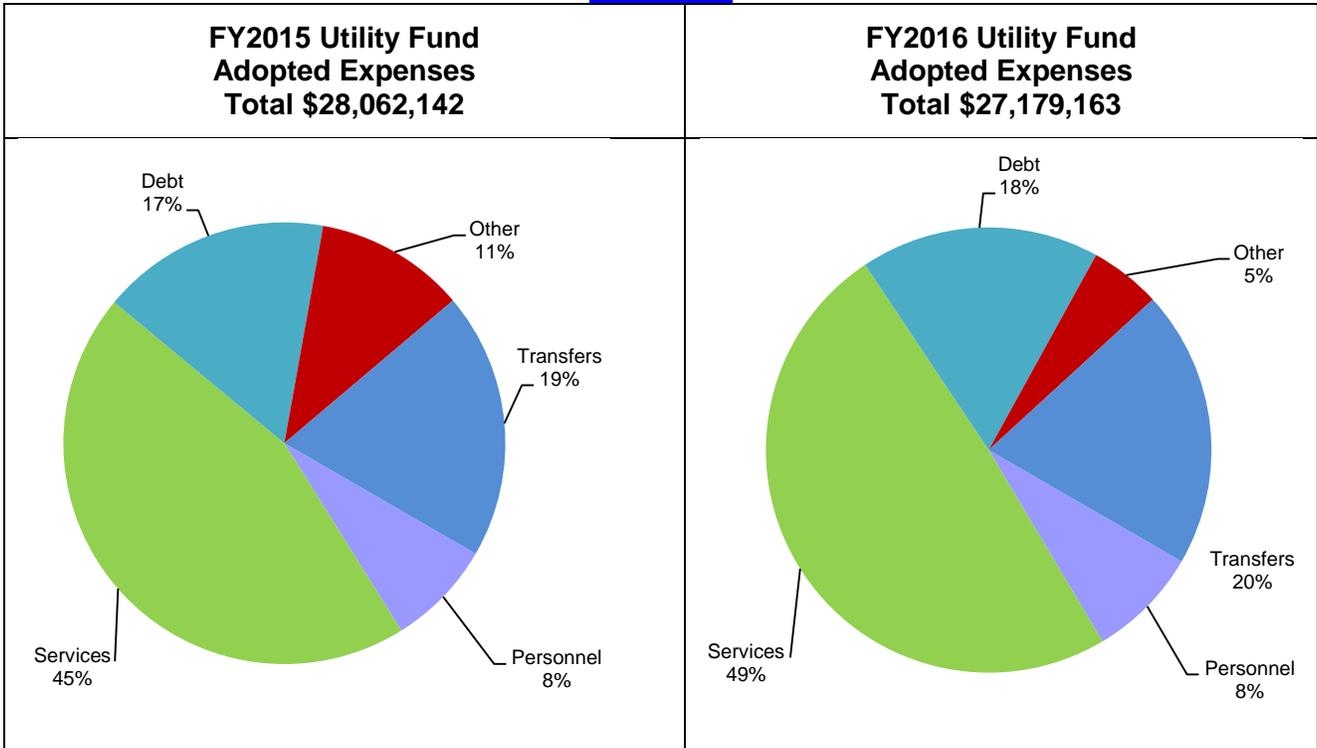


CHART 46

Utility Fund Expenses	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Personnel Costs	\$2,184,764	\$2,209,592	\$24,828	1.1%
Water/Sewer Contract Services	10,137,480	11,131,599	994,119	9.8%
Other Purchase Services and Supplies	2,750,611	2,340,070	(410,541)	-14.9%
Debt Service	4,712,956	4,721,571	8,615	0.2%
Capital Improvements	2,800,000	1,300,000	(1,500,000)	-53.6%
Transfers to Other Funds	5,476,331	5,476,331	-	0.0%
Total	\$28,062,142	\$27,179,163	(\$882,979)	-3.1%

Personnel

Overall, personnel costs in the Utility Fund are projected to increase \$24,828 or 1.1 percent, from \$2,184,764 in FY2015 to \$2,209,592 in FY2016. As mentioned above, the FY2016 Adopted Budget includes a 2 percent COLA for all open range salary plan employees on April 1, 2016. Chart 47 outlines the changes below.

CHART 47

Personnel Costs	Adopted FY2016
COLA Implementation on April 1, 2016	\$16,636
Change in health insurance	38,329
Change in retirement	(9,002)
Change in workers compensation	(21,135)
Total	\$24,828

Capital Equipment

Vehicles in the Utility Department are not funded from the General Fund. These vehicles are purchased exclusively in the Utility Fund and utilized in Utilities Operations. The three-year plan is shown in the Chart 48:

CHART 48

Dept.	Vehicle Replacement	Year	FY2016	FY2017	FY2018
Water	2500 (62-07)	2003	\$47,260	\$ -	\$ -
Wastewater	F350 Truck (63-10)	2004	34,484	-	-
Meter Services	F250 Truck (70-03)	2004	23,227	-	-
Water	F250 Truck (62-08)	2004	-	45,656	-
Water	E150 Van (62-36)	2007	-	34,899	-
Wastewater	Escape (62-16)	2007	-	35,000	-
Water	F350 Truck (62-02)	2004	-	-	47,260
Wastewater	F150 Truck (63-18)	2007	-	-	43,260
Total			\$104,971	\$115,555	\$90,520

Chart 49 below lists the current and planned capital leases for the next three years.

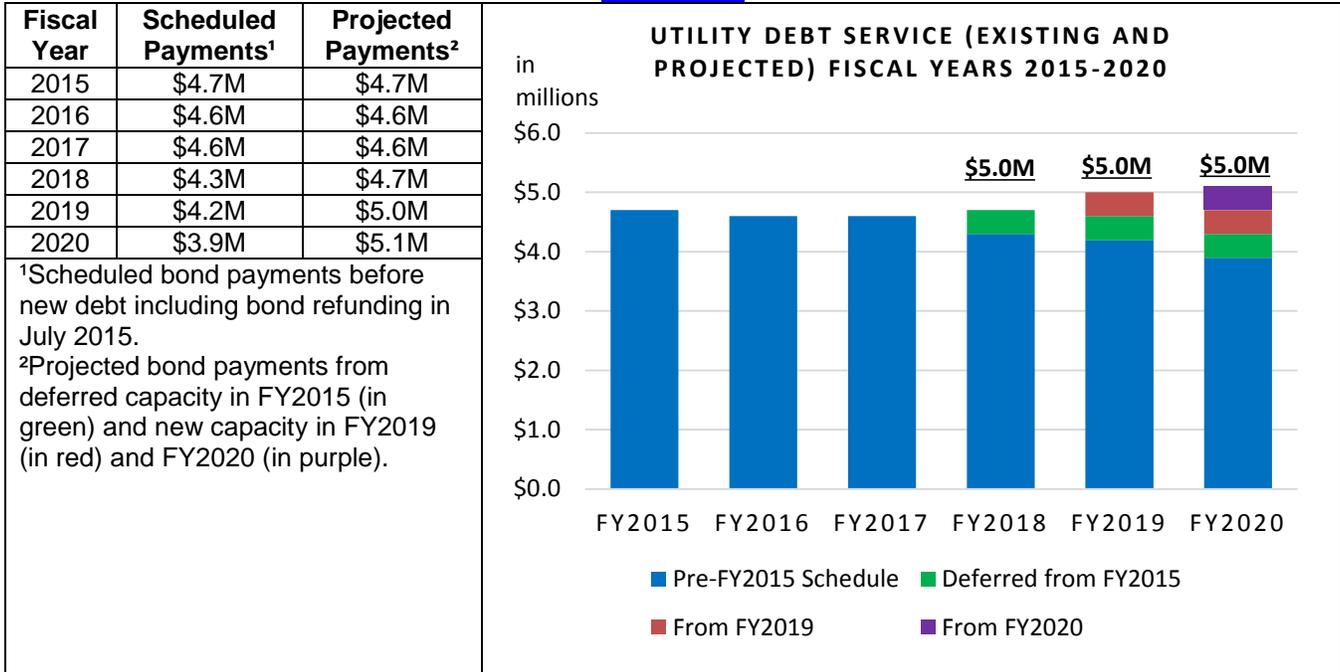
CHART 49

Dept.	Capital Lease	Year	FY2016	FY2017	FY2018
Revenue Office	ERP Software	2014	\$33,376	\$33,376	\$33,376
Water	Roller, Loader, Dump Truck	2011	21,504	21,504	-
Water	Jet Truck	2011	38,227	38,227	-
Water	Haul Truck (62-06)	2016	34,143	34,143	34,143
Water	L9000 (62-05)	2015	19,567	19,567	19,567
Water	Backhoe (62-11E)	2016	19,160	19,160	19,160
Wastewater	Crane Truck	2013	22,824	22,824	22,824
Wastewater	Sterling (63-12)	2016	27,941	27,941	27,941
Wastewater	Backhoe (63-26E)	2016	19,160	19,160	19,160
Wastewater	Mini-Excavator (63-45E)	2016	-	-	16,900
Utility CIP	Pipe Bursting Equip	2013	52,893	52,893	-
Utility CIP	Water Meters	2014	89,035	89,035	89,035
Utility CIP	Water Meters	2015	95,472	95,472	95,472
Utility CIP	Water Meters	2016	-	95,472	95,472
Utility CIP	Vac Truck	2015	48,513	48,513	48,513
Utility CIP	Camera Truck	2015	42,466	42,466	42,466
Total			\$564,281	\$570,807	\$564,029

Debt Service

Finally, debt service payments are scheduled to decrease by \$0.1 million in FY2016, as shown in the chart below. This is primarily due to a bond refunding approved on July 21, 2015 that will save the City approximately \$1.2 million or \$111k per year for the remaining life of the bonds.

CHART 50



Utility Revenue bond payments declined in FY2015 sufficient to issue another \$5 million in water & sewer bonds following the sale of \$5 million in FY2014. The plan for these funds is primarily focused on completing the work to improve water pressure in the upper pressure water zone. The specific projects detailed in this bond issue are discussed later in this budget memo under Capital Improvements Plan.

As indicated previously in this section, the Utility Fund will not hit its revenue target for FY2015 due to the combination of water restrictions and higher precipitation. Not knowing how customer behavior will change after four years of drought, the City has opted to defer issuing any additional revenue bonds until we can determine how revenues “renormalize” without water restrictions over the next year. This deferral will also provide additional funds over the next two years to rebuild reserves.

Based on our reserve restoration strategy, the City will not take advantage of freed up bonding capacity to sell additional water and sewer revenue bonds again until FY2018 (\$5.0M), FY2019 (\$5.0M) and FY2020 (\$5.0M). This will make it possible to sell an estimated \$5.0 million in revenue bonds beginning in FY2018 to fund additional projects for the utility system without impacting rates for customers. The target for annual debt service is to maintain a level of approximately \$5.1 million.

REFUSE FUND

REVENUES

Revenue in the Refuse Fund is projected to be \$4,827,003 in FY2016, which is an increase of \$127,906 or 2.7 percent compared to the Adopted Budget for FY2015 of \$4,699,097. The City received \$5,083,756 in FY2014 and expects to receive \$4,827,003 in FY2015. The primary reason for the increase in FY2016 is due to a different mix in customer service choices including an increase in commercial accounts.

EXPENSES

Expenses in the Refuse Fund are projected to be \$4,759,486 in FY2016, which is an increase of \$102,254 or 2.2 percent compared to the Adopted Budget for FY2015 of \$4,657,232. The increase is also the result of the different mix in customer service choices with Waste Management including an increase in commercial accounts. The budget continues to fund \$38,500 for the annual spring cleanup and \$15,000

for residential use of the landfill program which allows each residential account to use the Garland landfill twice a year.

In addition to the first responder services on Lake Ray Hubbard bridges, Rowlett also took over the responsibility for trash abatement in the Rowlett portion of the takeline of Lake Ray Hubbard. This agreement does not include responsibility for the lake itself, only the takeline (land between normal lake level and individual property ownership). As a result, the FY2016 Adopted Budget includes a part-time maintenance worker at a cost of \$18,900 per year. The full cost of the program will be included in the Refuse Fund and will include the part-time worker and contract services when necessary to accomplish the mission. While the cost of this program is included in the Refuse Fund, an important trade-off in the agreement was that the City of Rowlett would receive concession revenues from the marina to the General Fund that had been going to the City of Dallas. This revenue is expected to be about \$130,000 per year.

DRAINAGE FUND

The current Drainage Utility Fund provides for several components of the various stormwater related programs, inclusive of staff, supplies, capital improvements, debt service, and administrative and overhead transfers. In Texas, municipalities are authorized to implement a stormwater utility fee by Local Government Code 552, Subchapter C (Municipal Drainage Utility Systems Act). The Act allows municipalities to establish a service fee for users of the municipal storm system, provided the basis for the fee is “directly related to drainage” and the fee is “*reasonable, equitable, and non-discriminatory.*”

The City currently operates a stormwater utility that assesses a monthly fee per water meter. Staff has reviewed the current structure for the existing drainage fee and is proposing a revision to that structure that would meet several goals in the process as follows:

- Provides a more equitable rate structure that would be based upon the proportionate impervious area (Impervious area by definition results in stormwater runoff.);
- Provides better alignment with the State definition to be reasonable, equitable, and non-discriminatory;
- Generates additional revenue to fund the stormwater program and its related mandates;
- Establishes strategic initiatives with regard to City-wide stormwater needs which may include a tiered residential system of billing, funding of components of the stormwater master plan, and potential credits to encourage best management practices with regard to stormwater practices;
- Apportions existing components of current operations to this revenue source potentially offsetting expenses not currently covered by the Drainage Utility Fund;
- Ensures that all components of the Municipal Separate Storm Sewer System (MS4) permit are adhered to and meet the requirements of the NPDES, remaining adequately funded while meeting all of the prescribed goals.

In 2015 staff engaged a consultant to assist in the analysis of the impervious surfaces in aggregate. If the revenue structure is designed around the impervious area basis, it better meets the State requirement of being “reasonable, equitable, and non-discriminatory.” This revenue structure ensures that the impacts to the stormwater system are dealt with within the state law, addresses equitable distribution of the impacts to the system and results in an augmentation of the existing potential revenue source consistent with practices in other cities and regions.

Other considerations for this initiative include:

- Potential changes in the base rate of the Equivalent Residential Unit (ERU); this will be based upon program needs and Council approval of the proposed rates.
- Potential costs for actual program needs weighing the capital and maintenance components of the drainage activities budget.

- Development of an equitable appeals process for any billing or methodology conflicts that occur within the measurements of the impervious areas (specifically for non-residential properties).

As directed by Council, staff is pursuing the revision to the structure of this program with a target implementation date of FY2016. The next steps to achieve these goals are:

- Complete a thorough analysis of the impervious areas for all commercial (non-residential) properties subject to the fees;
- Complete a cost of service analysis to “right-size” the ERU structure;
- Complete a parcel to utility association for residential property if a tiered structure is desirous;
- Draft a revision to the current ordinance for adoption and implementation;
- Develop a process to capture new development as it occurs;
- Engage in a public outreach campaign to educate the public on the revision to the plan.

For this budget proposal staff is programming revenue based upon the existing system but will come back to Council in FY2016 to implement the rate structure and amend the budget when the process and the study has been completed.

REVENUES

Revenue in the Drainage Fund is projected to increase slightly to \$1,360,397 in FY2016, when compared to \$1,346,939 in FY2015. The Drainage Fund revenue is currently based on a set fee of \$5.50 per month for residential customers and \$13.50 per month for commercial customers based on the number of water meters.

EXPENSES

Expenses in the Drainage Fund for FY2016 are projected to be \$1,401,835, which is an increase of \$83,335 or 6.3 percent compared to the Adopted Budget for FY2015 of \$1,318,500. The main reasons for the increase is the purchase and lease-purchase of new capital equipment.

OTHER GOVERNMENTAL FUNDS

The City of Rowlett uses a number of other governmental funds to account for specific activities. The revenues that are collected or transferred into these funds are dedicated for a particular purpose. For example, funds collected in the Court Security Fund can only be used to pay for the bailiffs and other equipment that provide security for the Municipal Court. These funds come from a portion of the fines and fees collected by the Court. A listing of these funds including the projected revenue and adopted expenses can be found below.

CHART 51

Revenues				
Fund Name	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Police Seizure	\$100,550	\$100,550	\$ -	0.0%
Economic Development	316,694	316,694	-	0.0%
Hotel/Motel	47,752	47,752	-	0.0%
P.E.G.	85,042	85,893	851	1.0%
Grants	73,792	356,634	282,842	383.3%
CDBG	186,209	179,247	(6,962)	-3.7%
Inspection Fees	169,333	225,000	55,667	32.9%
Juvenile Diversion	33,281	33,281	-	0.0%
Court Technology	26,936	26,936	-	0.0%

Revenues				
Fund Name	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Court Security	20,035	20,035	-	0.0%
Golf Fund	256,564	257,005	441	0.2%
Total Revenues	\$1,316,188	\$1,649,027	\$332,839	25.3%

CHART 52

Expenditures				
Fund Name	Adopted FY2015	Adopted FY2016	\$ Change	% Change
Police Seizure	\$350,550	\$138,050	(\$212,500)	-60.6%
Economic Development	436,593	443,023	6,430	1.5%
Hotel/Motel	42,749	48,749	6,000	14.0%
P.E.G.	73,142	80,922	7,780	10.6%
Grants	71,434	359,565	288,131	403.4%
CDBG	186,209	179,247	(6,962)	-3.7%
Inspection Fees	115,760	218,760	103,000	89.0%
Juvenile Diversion	34,399	38,738	4,339	12.6%
Court Technology	49,005	43,874	(5,131)	-10.5%
Court Security	23,989	23,672	(317)	-1.3%
Golf Fund	559,025	254,990	(304,035)	-54.4%
Total Expenses	\$1,942,855	\$1,829,590	(\$113,265)	-5.8%

Of these other funds, three are highlighted below for notable changes from past budgets:

ECONOMIC DEVELOPMENT FUND

The Economic Development Five-year Strategic Plan provides a framework for prioritizing the work of the department. Key strategic action items have been identified, and the budget is structured to facilitate implementing the strategic plan. Funding for a Downtown marketing campaign, a North Shore marketing campaign, and a Bayside marketing campaign are included. Also included is funding for various advertising campaigns and travel for business recruitment.

CDBG FUND

On August 2, 2011, the City Council approved the 2011-2015 CDBG Consolidated Plan. The 2011-2015 Consolidated Plan is the comprehensive planning document that details how the City will spend its federal funds during the five-year period. Concurrent with the adoption of the Consolidated Plan and each successive year, the City has adopted Annual Plans. For the upcoming 2015 plan year, staff is proposing the same allocation.

The City's CDBG allocation from the Housing and Urban Development (HUD) is reduced by 3.7 percent from \$186,209 in FY2015 to \$179,247 in FY2016 due to a decline in the estimated number of eligible recipients in Rowlett.

CHART 53

Project Description	2014 Plan		2015 Plan	
	Current Allocation		Current Allocation	
Housing Rehabilitation – Funding for minor repairs for housing occupied by low-income homeowners	\$60,518	32.5%	\$58,256	32.5%
Public Facilities – Improvements to public facilities, including streets, parks, water, sewage, and drainage facilities in eligible low-income areas of the City	60,519	32.5%	\$58,256	32.5%
Public Services – Funding for non-profit organizations to provide health and human services to low income or special need households	\$27,931	15%	\$26,887	15%
Administration – Administration and management costs for operational expenses of the CDBG Program	37,241	20%	\$35,849	20%
Total Grant	\$186,209		\$179,247	

GRANTS FUND

In May 2015 the Garland ISD Superintendent met with the police chiefs and representatives from Rowlett, Garland and Sachse to discuss a proposal to add additional School Resource Officers (SROs). The intention is to enhance the security and safety of the students and faculty. The request from Rowlett was three additional officers. The proposal was for officers in addition to the current SROs and represents a separate agreement with Garland ISD. Garland ISD has agreed to fully fund the cost of the police officers and equipment, and half of the cost associated with the police vehicles. Funding for this new program has been added to the Grants Fund.

DEBT SERVICE FUND

Revenues are projected at \$7,997,408, representing an increase of \$214,176 compared to the FY2015 Adopted Budget of \$7,783,232. This has resulted in a change in the debt service portion of the tax rate, from \$0.237403 per \$100 assessed value to \$0.209254. The primary reason for this change is the sale of new bonds approved in July 2015 from the May 2015 bond election and a scheduled reduction in fund balance based on the needs of the fund.

Expenses are adopted at \$8,552,017 representing an increase of \$768,785, or 9.9 percent, compared to the FY2015 Adopted Budget of \$7,783,232. The most significant change is the increase in principal and interest payment on debt by \$820,068, or 10.9 percent, due to the sale of \$9.1 million in new general obligation bonds from the successful May 2015 bond election. The City also approved a refunding in July 2015 that will save the City approximately \$3.1 million or \$196,470 per year for the remaining life of the bonds.

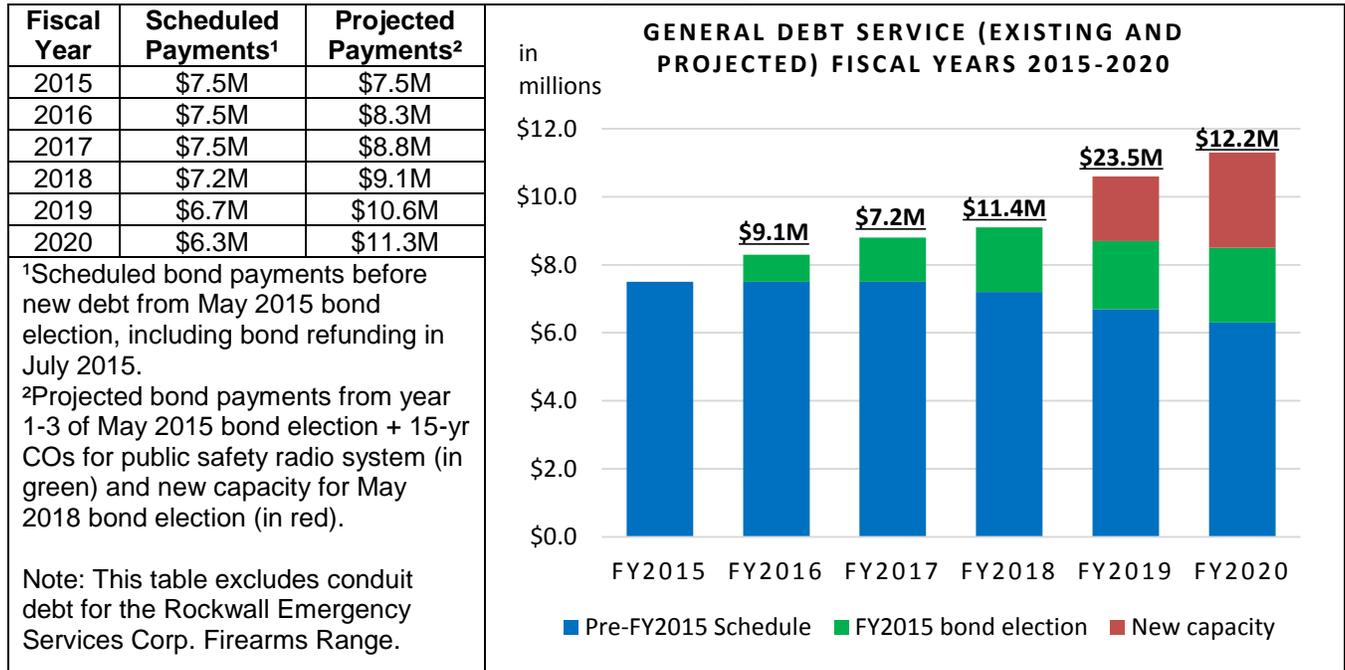
It is notable that taxable assessed values decreased 7.5 percent between FY2010 and FY2015 resulting in a loss of revenues of \$1.9 million, all of which was absorbed by the General Fund. However, since then, in FY2015 and FY2016, taxable assessed values have increased 5.1 percent and 9.6 percent respectively. This increase has provided the necessary tax dollars to sell the first \$9.1 million in new general obligation bonds from a \$25.8 million bond election in May 2015.

Over the next two years, FY2016 and FY2017, debt service payments are scheduled to decline approximately \$0.4 million. As a result of the \$25.8 million bond election in May 2015, the City will use the available bonding capacity in the coming years to issue \$4.8 and \$11.9 million to complete the projects identified in the three year bond program. As the debt service schedule continues to decline beyond FY2018, it will free up available bonding capacity that can be leveraged in a series of three year capital bond programs in the future.

One item that has been previously discussed with the City Council is the necessity of a new public safety radio system to make the City P25 compliant. The City of Rowlett will join the cities of Garland, Mesquite, and Sachse along with GISD to partner in this replacement program. Based on Rowlett’s estimated share of \$2.465 million, the City will issue 15 year certificates of obligation around January to February of 2016 with the first payments coming due in FY2017. The estimated payment will be approximately \$225,911 annually. This amount has been included in the City’s five year financial model.

The projected debt service payments from freed up bonding capacity and new growth are reflected in Chart 54.

CHART 54



EMPLOYEE HEALTH BENEFITS FUND

In an effort to gain greater control of the increasing cost of health care, the City of Rowlett transitioned from a traditional fully-insured insurance approach to a partial self-funded insurance approach in FY2011. With the transition to partial self-funding, staff realized controlling the increasing cost of health care went beyond adjusting co-pays and deductibles, as this philosophy just treats the short-term symptoms and does not solve the long-term problems. In addition, true cost containment is gained through effective monitoring of plan performance, developing a strong commitment to wellness and developing educated consumers of healthcare to reduce overutilization (i.e. use of non-network providers, unnecessary emergency room visits, etc.).

The City of Rowlett remains aggressive in its commitment to educating its employees on their health care options, which, in turn, has resulted in a commitment to keeping rapidly rising medical costs down. Of

particular note is the fact that we have seen a 3.2 percent **decrease** in Per Capita (individual) Claims over the last 12 months (“LTM”) and a 2.2 percent **decrease** in Per Capita (individual) Total Plan Cost.

These decreases, while only reflective of a single year, resulted in the City remaining under the projected budget for FY2015 and helped decrease our FY2016 projected cost estimates and premium renewals.

The budget for this fund is \$5.0 million for FY2016, which includes the City’s contribution of \$4.1 million (80 percent) and the Employee/Retiree share of \$1.0 million (20 percent). This is an increase of about \$0.7 million over last year. Other benefits, such as dental insurance, workers compensation, and disability, are budgeted and paid within each department and are not a part of this fund.

Based in large part on the plan’s performance, our employee benefits advisors were able to successfully negotiate with our medical carriers FY2016 medical premium rates which reflect an increase of only 5.0 percent—comparatively smaller than the national trend of 7.5 percent and lower than last year’s increase of 8.5 percent. This overall increase also includes expected claims, Third-Party Administration costs, Stop Loss Premiums, Wellness Initiatives and other medical plan specific line items.

In addition, the City will implement its strategy for Other Post-employment Benefits (OPEB) discussed later in this section. The cost of the annual \$102,654, shared by both the City and its employees, adds 2.5 percent to the plan expenses as a whole, bringing the total increase shared between the City and its employees to 7.5 percent. To be clear, the OPEB strategy is needed to reduce the City’s long-term liability for future benefits as actuarially determined in accordance with the Governmental Accounting Standards Board (GASB).

CHART 55

Revenues	Adopted FY2015	Adopted FY2016	\$ Change	% Change
City share	\$3,525,361	\$4,063,690	\$538,329	15.3%
Employee share	777,151	818,045	40,894	5.3%
Retiree share	101,357	127,247	25,890	25.5%
Other	1,248	1,248	-	0.0%
Total revenues	\$4,405,117	\$5,010,230	\$605,113	13.7%

CHART 56

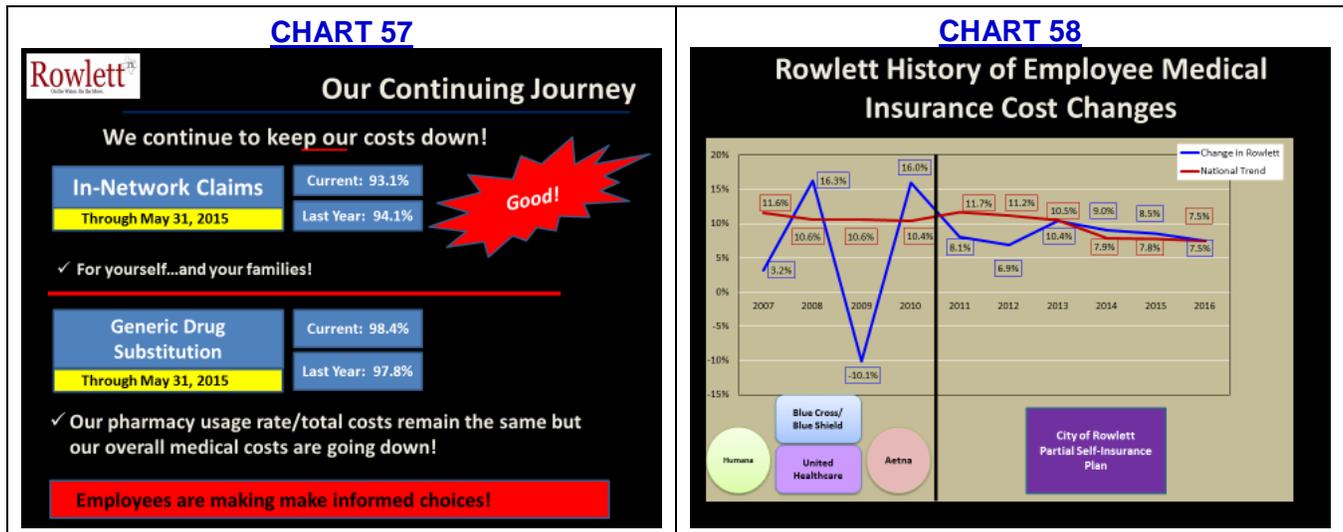
Expenses	Adopted FY2014	Adopted FY2015	\$ Change	% Change
Total claims + IBNR	\$3,389,882	\$3,813,780	\$423,898	12.5%
Administration	146,292	150,520	4,228	2.9%
Stop loss premiums	420,760	473,375	52,615	12.5%
Gap Plan contributions	170,491	220,815	50,324	29.5%
OPEB contribution	-	102,654	102,654	n/a
HCR Reinsurance Fee	44,352	33,810	(10,542)	-23.8%
Total plan costs	\$4,171,777	\$4,794,954	\$623,177	14.9%
Compass	18,000	20,313	2,313	12.9%
Other (wellness)	147,746	152,497	4,751	3.2%
Total expenses	\$4,337,523	\$4,967,764	\$630,241	14.5%

We are confident the successes we've seen over the past two years and expect to continue to see in the future are direct results of a combination of factors, not the least of which include:

- Increased employee education on fiscally responsible healthcare and pharmacy options;
- Use of healthcare advisors with respect to procedures, hospital facilities and billing;
- An active, effective and versatile Wellness Accountability Program;
- An active, effective and deliberate Safety Program.*

*Note: While safety/Workers' Compensation issues are not included in our core medical package, they do directly impact employee capabilities and absenteeism.

To this end, as an organization we continue to have constructive dialogue and communication with employees regarding the importance of, and benefits to, being an educated consumer of our healthcare. Our mission is *Building a Culture of Wellness and Creating Educated Consumers of Healthcare*. As a result, we have experienced some very positive results. For example, by educating our employees we continue to see high utilization of in-network office visits and generic drug substitutions, totaling an impressive 93.1 percent participation of in-network office visits and an astounding 98.4 percent participation with generic pharmaceutical substitutions. This results in lower claims costs for both the City of Rowlett and its employees.



The City also continues to realize outstanding results in terms of both employee support and tangible cost savings through its partnership with Compass. Compass is an employee benefit advocacy firm that assists our employees and their dependents in understanding their benefits as well as assisting them in becoming educated consumers of our health plan. Since forging this partnership in October 2012, the City and its employees have collectively saved over \$490,462 — a number that continues to rise each month!

The City's decision to become partially self-insured was intended to address spiraling health care costs and promote wellness. This strategy gives the City the ability to gain greater access to population-specific claim detail, which provides increased ability for medical case management and cost containment. This information plays an integral role in the development of a sound wellness program, which is essential to maintaining a healthy workforce, reducing absenteeism, and mitigating increasing health and prescription drug costs.

We are also confident that the successes we are seeing in our plan performance are directly tied to stability in our medical benefits providers. Past decisions to stabilize our annual rate and plan changes

have dramatically reduced the turmoil associated with changing plans every year. As you can see from the Chart 58 above, since 2007 the City has been with Humana, Blue Cross/Blue Shield, United Healthcare and Aetna. This constant change resulted in huge spreads between years and, in some cases, even bigger increases were proposed, and the City made changes to its plans to reduce those increases. Since the City moved to its own partial self-insurance, the annual rate of increase has somewhat evened out and, in some cases, resulted in costs lower than that of national trends—such as this year’s 5.0 percent.

Strategy for Fiscal Year 2016

As indicated previously, our mission is *Building a Culture of Wellness and Creating Educated Consumers of Healthcare*. Since FY2014, this mission has meant continuing to evolve strategies around our wellness and plan performance objectives. These strategies included offering biometric screenings and annual physicals, and providing education and fitness classes, such as the *Live Healthy America Challenge* and *Step Into Summer* programs. These programs continue to pay off, and we continue to seek better ways to generate results. In addition, we have programs at all times of the year so that we keep our employees moving all year long.

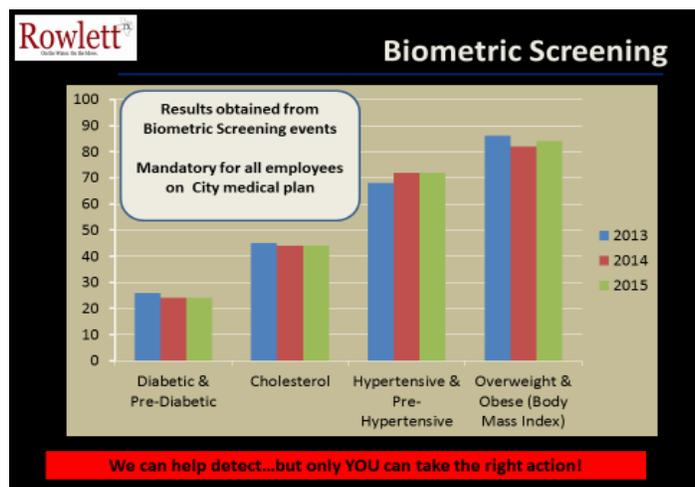
Certainly, we have our challenges. High employee turnover rates (18 percent and 19 percent during FY2012 and FY2013) have made comparative measurement of employee health a moving target. However, turnover declined in FY2014 and will be even lower still in FY2015. The cumulative data that we have received over the past four years with respect to levels of overweight/obesity, degrees of hypertension (blood pressure / stress), and high probability of diabetes provide us with strategic targets with which to focus many of our wellness initiatives.

Chart 59 below illustrates the measurements we track in these categories. Note that we have now added Cholesterol as well. Results have been mixed over the past three years. “Diabetic & Pre-Diabetic and “Cholesterol” decreased by 7.7 percent and 2.2 percent each year since FY2013. “Overweight & Obese”, however, declined in FY2014 but increased by 2.4 percent in FY2015. Finally, “Hypertensive & Pre-Hypertensive” remained stable, but we have a goal to reduce this category both in terms of activities offered in the Wellness Accountability Program (WAP) and by leadership paying close attention to stress-inducing factors in the work place such as hours worked, staffing levels, operations tempo and family issues. While we do make completing biometric screening mandatory for all employees on the City’s medical plan, we receive only aggregate scores, but each employee receives an individual score.

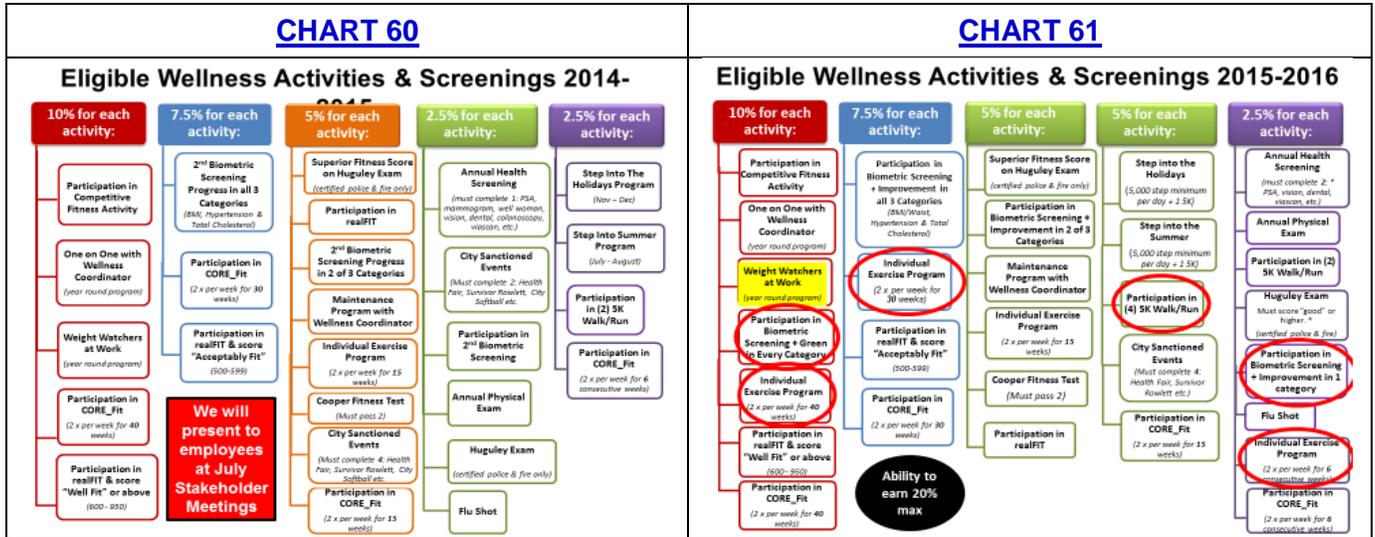
CHART 59

The City implemented its WAP at the beginning of FY2013. In FY2014, the plan was modified to allow more flexibility in the choice of activities by allowing employees to add and change programs throughout the year. In all, employees on the City’s medical plan were required to earn 20 percentage points to satisfy the full year requirement. Those who did not fulfill the requirement incurred higher medical premium costs (proportional to the amount of percentage points they did earn). The next charts illustrate the type and percent values of those programs.

Changes to the FY2015 program, which were presented to our employees via a series of Employee Stakeholder Meetings at the end of July 2014, capitalized on the successes of the existing program. We offered maximum flexibility to employees and even more choices of elective options, many of which were “Low Cost/No Cost” events. The FY2016 program still allows maximum flexibility and



choices of elective options; however, more accountability has been added to many of the choices. For example, those who show improvement between yearly biometric screenings in one or more categories can earn credit toward the 20 percent maximum. In addition, the length of some programs have been extended to earn additional credit; for example, the individual exercise program has grown from 2 times weekly for 15 weeks to 2 times weekly for 30 weeks. Rowlett is serious about the health of its employees and the success of this program, and our employees continue to react positively.



CAPITAL IMPROVEMENTS PLAN

INTRODUCTION

Over the past few years, staff has included an abbreviated version of the Capital Improvement Plan (Community Investment Plan) (CIP) as part of the annual budget process. These two-year plans were intended to enable flexibility in less-than certain economic conditions. The reasoning was that Rowlett remained challenged with several economic realities and yet was poised to see new development to which the timing and impact remained uncertain.

Last year the CIP was expanded to a three-year plan, again with uncertain outcomes to be determined in anticipation of the first bond election to be held in over a decade. With a successful bond election in May of 2015, another part of our future has now been determined.

The PGBT and DART light-rail have been completed; the downtown North Central Texas Council of Governments (NCTCOG) grant project has been completed; the Village of Rowlett project is soon to begin; and the recent acquisition of the property formerly known as Elgin B. Robertson Park, now called Bayside, has been secured. Our outlook going forward is more stable and is taking a turn for the better. We are heading towards a more sustainable Rowlett with a positive long-term outlook and a more certain future.

However, additional significant needs still remain unfunded. As the impacts of expansive growth and development become a reality in Rowlett, the need for coordinated strategies in the planning and management of capital assets and infrastructure are paramount to the fiscal sustainability of our community. There is a need to have a sense of what capital projects are needed in the next decade and what the impacts of the Bayside developments, the Village of Rowlett, the numerous developments and subdivisions, and the opening of PGBT and DART, will have on our traffic patterns, our growth, and our infrastructure needs, as well as what our community desires, values, and needs have identified.

With these circumstances in place, staff is proposing a “five-year” Capital Improvements Plan in FY2016. This plan will provide for results of the bond election, layout out the strategies for the next bond election, address the strategies for revenue bonds to be issued for utility projects and identify many of the unfunded longer-term issues beyond the five-year plan.

These multi-faceted strategies will enable staff to:

- Better assess all infrastructure needs, providing for a comprehensive analysis and prioritization of community needs inclusive of facilities and equipment, parks projects, road and alley infrastructure, trails and sidewalks, utility projects, and other community enhancement projects;
- Analyze all master planning efforts across all departments and infrastructure needs, ensuring a coordinated effort;
- Establish a true Community Investment Program (CIP) by creating a standing oversight committee, with the mission of providing recommendations to City Council for capital projects;
- Prepare for the upcoming bond elections set in three-year intervals, making recommendations to Council and the community for viable proposals that will be publically acceptable by meeting community values;
- Develop a strategy to address the revenue bond issuance and the solidifying of the utility reserves in an effort to provide strong bond ratings;
- Ultimately develop an implementation plan, which provides not only a fundable five-year component, but identifying a specific long-term outlook plan as well.

The clear benefits and strategy of a five-year CIP include:

- Better resource planning and forecasting;
- Better budgeting and financial stewardship;
- Recognizing operating, staffing, and implementation impacts;
- Provide a focus on preserving infrastructure while ensuring the efficient use of public funds;
- Preparing for the 2018 bond election!

At the City Council Planning Retreat in July 2015, the Council and staff discussed the CASH CIP and the Utility Fund (UF) CASH CIP. As these terms define projects that are cash funded (non-debt) and typically are those more related to something that lies in between Operations and Maintenance activities (O&M) and Capital Improvements Projects (CIP), it was decided to clarify the terminology going forward. Those items will now be entitled **Capital Maintenance** and **UF Capital Maintenance**. These projects include items such as the various road maintenance and repair programs and utility maintenance and repair programs. These ongoing work programs will be discussed herein along with the challenges and goals being targeted for these programs.

In FY2016, the CIP totals \$14.8 million from cash funded projects and the 2015 Bond Election proceeds. It is also anticipated that the City will carryover allocated funds already committed to existing projects into FY2016. This includes continuing projects enhancing parks and open spaces, road and alley improvements, public safety training needs, and community enhancement projects. In addition, master plan efforts are now being planned and programmed in the five-year plan, and utility projects are planned for the remaining Upper Pressure Plane (UPP) projects and the off-site improvements for Bayside being funded through the Bayside TIRZ. A long-term maintenance plan for water storage needs has been established, an emphasis on alley repairs, reconstruction and improvements for roads has been committed by Council, and a long-term pavement strategy is being targeted.

SUMMARY OF THE FIVE YEAR CAPITAL IMPROVEMENT PLAN

Based on the factors mentioned previously, staff has developed a five-year plan consisting of a comprehensive listing of carefully selected and coordinated capital improvements. These improvements have been identified as necessary to accomplish the City’s long-range goals and policies, will address the recommendations of the CIP Task Force formed in FY2014, implement the projects approved in the 2015 Bond Election, and are balanced against realistic revenue projections as well as staff capacity.

This model includes future funding that may come from new sources, grants, and bonds for the purposes of planning for future infrastructure needs. These funding sources include utility revenue bonds, the 2018 Bond Election, funding from the Bayside TIRZ for offsite utility infrastructure for the Bayside development, as well as a myriad of potential grants and other funding sources. Additionally, other identified priorities are noted within the plan as “unfunded” and will remain so until funding sources are determined and secured.

Some of the strategies going forward including:

- Develop a long-term outlook, which is intended to keep track of all of the needs in the various infrastructure areas;
- Continue planned bond elections that will leverage the debt capacity resulting from retiring old debt in three year intervals with the next election being planned for May of 2018;
- Provide for comprehensive planning and management of the entire project management process that will include the sustainability of the infrastructure as a guiding value;
- Continue annual funding for Capital Maintenance Programs (formerly known as Cash CIP and UF Cash CIP);
- Continue annual funding for community enhancement projects, for example, neighborhood entry features, landscaping, streetscaping projects, screening walls and fences, and median improvements.
- Establish an oversight CIP committee that will act as an advisory board to the City Council, whose ongoing tasks will include the prioritization and ranking of projects weighed against the limited available resources and community priorities.

The result of this work is that ***without increasing taxes*** and considering all available funding sources, the City should be able to spend \$25.8 million from the 2015 Bond proceeds over the next three years as shown in Chart 62 below. We will plan for \$34.3 million in FY2019 and FY2020 should the bond election planned for 2018 be successful, with an additional \$7.8 million available in FY2021. This plan also includes funds allocated for \$5.0 million of water and sewer revenue bonds to be sold beginning in FY2018 and for each subsequent year through FY2020 for a total of \$15.0 million, \$28.4 million for capital maintenance projects and programs, and \$24.0 million of developer funded (Bayside TIRZ) off-site utility improvements required for the Bayside Development (not included in Chart 62 below).

CHART 62
CIP – Funding Sources

Funding Sources	Adopted FY2016	Projected FY2017	Projected FY2018	Projected FY2019	Projected FY2020	Total Five Year
Cash Transfers from Other Funds	\$4,517,500	\$4,600,000	\$5,800,000	\$5,800,000	\$5,800,000	\$26,517,500
2015 Bond Election	9,957,500	4,630,900	10,681,100	-	-	25,269,500
New W&S Bonds	-	-	5,000,000	5,000,000	5,000,000	15,000,000
New GOs & COs* (2018 bond election)	-	-	-	*22,100,000	*12,200,000	*34,300,000

Funding Sources	Adopted FY2016	Projected FY2017	Projected FY2018	Projected FY2019	Projected FY2020	Total Five Year
Community Enhancement Projects (\$0.0075)	269,060	281,822	293,096	304,819	317,012	1,465,809
Alley Improvements (\$0.005)	179,373	187,822	195,397	203,213	211,341	977,146
Alley Improvements (\$0.01 for 3 years)	358,746	375,763	390,794	-	-	1,125,303
Grants (CDBG; DALLAS CO,**; NCTCOG***)	-	-	-	**2,100,000	***12,000,000	14,160,000
Drainage Fund	335,502	335,502	335,502	335,502	335,502	1,677,510
Totals:	\$15,617,681	\$10,411,809	\$22,695,889	\$35,843,534	\$35,863,855	\$120,432,768
* Projections for a successful 2018 bond election; FY2019 and FY2020; FY2021 yields \$7.8 million in additional bond proceeds; ** Dallas County MCIP Grant; *** Projections for 80%/20% grant proceeds if successful acquisition of RTC/NCTCOG funding						

UTILITY FUND

As previously discussed, for the past four years North Texas has been in the grip of a significant drought which has wreaked havoc with infrastructure and impaired the health of Rowlett’s Utility Fund. While higher than normal precipitation this spring brought area lakes above normal, the Utility Fund losses in the past three years that have reduced reserves below required levels. As a result, the City will need to spend the next two years rebuilding the health of the Utility Fund. With this challenge ahead, City staff is recommending action to reduce costs for the next two years. This would include reducing some operational line-items but would primarily consist of reducing the Utility Fund Capital Maintenance Plan below our target of \$2.8M and deferring additional water and sewer revenue bond issuances until FY2018.

Without adequate reserves to sustain the revenue loss from lower sales, the length of the drought, severity of the water restrictions, and above normal precipitation at least in the current year has led to financial losses in the utility system for three straight years. This has also led to a reduction in the bond rating on the City’s water and sewer utility bonds by S&P from AA- to A+. We need to improve our financial position over the next two years and strengthen our system by reducing the Utility Fund Capital Maintenance Plan and deferring additional water and sewer revenue bond issuances as illustrated in Chart 63 below.

CHART 63

Utility Fund CIP Projects	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
16” Water Line along West Side of PGBT Main Street – SH66	\$-	\$-	\$527,000	\$-	\$-	\$527,000
Additional Pump for UPP	-	-	330,000	-	-	330,000
36” Westside Sewer Line	-	-	1,400,000	-	-	1,400,000

Utility Fund CIP Projects	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
SH-66 East Sewer Line (Phase 1)	-	-	1,000,000	-	-	1,000,000
SH-66 Force Main	-	-	1,743,000	1,580,000	877,000	4,200,000
SH-66 East Sewer Line (Phase 2)	-	-	-	720,000	1,523,000	2,243,000
12" Water Line Dalrock – Miller to Schrade	-	-	-	2,700,000	-	2,700,000
Northside Lift Station & Sanitary Sewer Main Upgrades	-	-	-	-	1,100,000	1,100,000
51" Sewer Line connection Garland Plant	-	-	-	-	1,500,000	1,500,000
Total	\$-	\$-	\$5,000,000	\$5,000,000	\$5,000,000	\$15,000,000

Required Utility projects planned for FY2018 are:

- 16" Water Line along west side of PGBT Main Street – SH66
- Additional pump for UPP
- 36" Westside Sewer Line
- SH-66 East Sewer Line (Phase 1)
- SH-66 Force Main (to Garland)

These projects total \$5 million, and it is anticipated they will be funded by the current revenue bond capacity.

Previous studies completed in 2007 through 2010 have identified the need for two pressure planes to address the long standing inconsistencies in water pressure. In 2012, Public Works implemented an Interim Upper Pressure Plane (UPP) to provide a short-term solution, addressing immediate needs. With the projects completed since the reality of the UPP, the new system will be ready to go online in FY2016.

UTILITY FUND CAPITAL MAINTENANCE PROGRAM (Formerly UF CASH CIP)

The Utility Fund Capital Maintenance Program consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

A major component of the program is the line replacement program. The line replacement program, which began in 2013, will eliminate the asbestos cement pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The acquisition of the pipe bursting equipment and supporting components has enabled staff to efficiently and effectively initiate an ongoing line repair and replacement plan. The goal for the first five years is to eliminate the undesirable materials defects and in the future, to concentrate on the oldest of the PVC pipe in service. This line replacement and maintenance plan is anticipated to be an ongoing program.

Other major utility programs in this year's work plan include:

- Lift and Pump Station Rehabilitation – includes the systematic rehabilitation and replacement of lift and pump station components such as related hoist equipment, overhead cranes, and motors.
- General Preventive Maintenance – includes multiple items and upgrades, addressing and redesigning key system components.

However, as a result of the planned reductions shown in Chart 64, deferred activities are manhole rehabilitation, tank/tower maintenance, and the purchase of additional backup power until such time as

the revenues increase. In the meantime, progress will continue on line replacements in conjunction with the bonded road projects, lift station rehabilitations, and general maintenance.

CHART 64

UF Capital Maintenance Programs & Projects	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
Line Replacement	\$300,000	\$600,000	\$700,000	\$600,000	\$600,000	\$2,800,000
Lift & Pump Stations	394,500	277,000	502,000	450,000	300,000	1,923,500
Manhole Rehabilitation	-	-	-	290,000	415,000	705,000
Preventative Maintenance	42,500	42,500	42,500	42,500	142,500	312,500
Capital Maintenance Crew	200,000	200,000	200,000	200,000	200,000	1,000,000
Capital Equipment (Leasing)	363,000	438,000	438,000	475,000	475,000	2,189,000
Capital Equipment Replacement	-	25,000	-	125,000	50,000	200,000
Tower/Tank Maintenance	-	-	900,000	450,000	450,000	1,800,000
Backup Power	-	-	-	125,000	125,000	250,000
Utility Appurtenances (Valves & Hydrants)	-	17,500	17,500	42,500	42,500	120,000
Total	\$1,300,000	\$1,600,000	\$2,800,000	\$2,800,000	\$2,800,000	\$11,300,000

CAPITAL MAINTENANCE PROGRAM (Formerly CASH CIP)

Recognizing the importance of our perpetual goal to *“keeping the good streets good”*, Chart 65 outlines the street/alley maintenance plan that is consistent with our current commitment of \$3.0 million annually plus additional funding allocated to alley improvement and replacement. Please note, however, that we are proposing to utilize \$0.2 million from the Capital Maintenance Program to assist for the start-up costs with the Library at the downtown site in the Village of Rowlett.

CHART 65

Five Year Capital Maintenance Plan

Capital Maintenance Programs	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
Concrete Pavement Repair	\$1,070,000	\$1,270,000	\$1,270,000	\$1,270,000	\$1,270,000	\$6,150,000
Asphalt Rehab/Overlay	500,000	500,000	500,000	500,000	500,000	2,500,000

Capital Maintenance Programs	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
Alley Improvements	395,000	395,000	395,000	395,000	395,000	1,975,000
Alley Panel Replacement	335,000	335,000	335,000	335,000	335,000	1,675,000
Alleys - \$0.01 Tax (2016-2018)	358,746	375,763	390,794	-	-	1,125,303
Alleys - \$0.005 Tax (2015+)	179,373	187,822	195,397	203,213	211,341	977,146
Foam Injection	125,000	125,000	125,000	125,000	125,000	625,000
Crack Sealing	150,000	150,000	150,000	150,000	150,000	750,000
Screen Wall Rehabilitation - City owned	50,000	50,000	50,000	50,000	50,000	250,000
Sign Replacement / Pavement Markings	90,000	90,000	90,000	90,000	90,000	450,000
Traffic Signal Repair / Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
Sidewalks	55,000	55,000	55,000	55,000	55,000	275,000
Library Improvements	200,000	-	-	-	-	200,000
Total	\$3,538,119	\$3,563,585	\$3,586,191	\$3,203,213	\$3,211,341	\$17,102,449

Since the inception of the Capital Maintenance Program, the philosophy of **“keeping the good streets good”** has been to set aside funds to perform maintenance on streets in good condition (Pavement Condition Index - PCI > 60) to prevent these streets from falling into the reconstruction category. It has been proven that for every \$1.00 spent on preventative maintenance, it saves approximately \$8.00 in reconstruction costs. Beginning in FY2011, enough progress had been made on streets with a PCI > 60 that staff focused efforts to include streets with a PCI ranging between 40 and 60 to be added to the annual maintenance schedule. Staff believes that this type of maintenance performed on the next category of streets with a PCI between 40 and 60 can improve the condition of these streets and extend their life by seven to ten years. By extending the life of these streets, the amount of funding needed to reconstruct these streets is disbursed over several bond elections.

Street and alley programs include:

- Concrete Pavement Repair - The concrete pavement repairs consist of removing the failed sections of pavement and installing new pavement.
- Asphalt Rehabilitation/Overlay - Resurface and/or rehabilitate existing asphalt roadways. This project will also fund asphalt overlays to existing concrete streets which are in need of reconstruction as a temporary repair to achieve a smooth street until funding becomes available to reconstruct the concrete roadway. The treatments include full depth base repairs, level up courses and asphalt overlays. Rehabilitating an asphalt roadway consists of pulverizing 8 to 10 inches of the existing roadway, incorporating cement, compacting base material and applying a new asphalt surface.
- Alley Improvements - Alleys chosen for reconstruction each year are based on pavement condition index with a PCI<40. The priority is given to the alleys with the worst rating. Each year

additional alleys will be reconstructed. The candidates will be determined by their Pavement Condition Index ratings, drainage conditions, and safety concerns. The process consists of redesigning the alley profile, removing pavement, and installation of the drainage system and new pavement.

- Alley Panel Repair - The concrete pavement repairs consist of removing the failed sections of pavement and installing new pavement.
- Foam Injection – Inject high density polyurethane foam below pavement which has settled to raise it back to the original elevation for improved riding surface and drainage to extend the life of the pavement. This process gives the City another cost effective tool to help us preserve existing roads.
- Crack Sealing - Crack sealing the cracks with hot rubber sealant extends the life of pavement because it deters water from penetrating the base and sub-grade beneath the road surface. Crack sealing the streets and alleys is one the most cost effective tools available to the City to extend the life of pavement by three to five years.

COMMUNITY ENHANCEMENT PROJECTS

Last year at the request of City Council, staff developed a new program for community enhancement and amenities to be funded by a recurring \$0.0075 increment of the tax rate. Chart 66 below illustrates the funding for the upcoming five-year plan. These projects will include neighborhood entry features, landscaping and streetscaping projects, signage and monuments, screening walls and fences, along with median improvements in select high visibility areas (typically along thoroughfares) throughout Rowlett in an effort to beautify and enhance the aesthetics around the City. In the past year the focus has been on Dalrock Road with the installation of landscaping, monuments, mulch beds, and living screens in lieu of screening walls or unattractive fences. Dalrock Road will continue to be the focus in FY2016 before moving on to other thoroughfares throughout the City.

CHART 66

Adopted Five Year Community Enhancement Project Plan

Community Enhancement Locations	FY2016	FY2017	FY2018	FY2019	FY2020	Total Five Year
Dalrock Road	\$269,060	\$-	\$-	\$-	\$-	\$269,060
Rowlett Road	-	281,822	-	-	-	281,822
Miller Road	-	-	293,096	-	-	293,096
Thoroughfares	-	-	-	304,819	317,012	621,831
TOTALS:	\$269,060	\$281,822	\$293,096	\$304,819	\$317,012	\$1,465,809

2015 BOND ELECTION

2015 yielded the first bond election in over a decade in Rowlett. The formation of the Community Investment Program Task Force (CIPTF), an ad-hoc committee reporting to the City Council, was a crucial step in the identification and prioritization of projects and funding allocations.

The CIPTF set out with a strategy for success, first setting values which included foundation principles of: financial stewardship, sound planning, citizen engagement, communications, community goodwill, balanced priorities, innovative solutions, leveraging opportunities, results oriented and accountability to the community. With these foundation principles they developed standards by which to identify, prioritize, and ultimately fund much needed community driven projects. The standards by which all projects were rated included: transportation and circulation, public safety, existing infrastructure, revitalization and balanced growth, quality of life, regulatory compliance, external funding, impact on operational budget, timing/location, and special considerations.

The initial round of evaluations yielded 55 projects that totaled well over \$117 million. Additionally, staff identified over \$155 million from citizen requests and infrastructure analysis. While the target for this effort was \$25 million to \$27 million, it was clear to all that the needs far outweighed the resources. The prioritization process implemented by the CIPTF was key to the successful election.

With the successful election, staff was challenged with the scheduling of the projects considering several parameters: shovel readiness, staff capacity, coordination of efforts, disruption to the community, and financial constraints, as the bonds are being issued over the three year period ahead.

The specific projects approved in the election have been prioritized, sorted and scheduled for implementation over the next three years. This is shown in Chart 67 which follows.

CHART 67

2015 Bond Funded Projects	FY2016	FY2017	FY2018	TOTALS
Primrose Lane Street Reconstruction	\$1,550,000	\$-	\$-	\$1,550,000
Phase 1 Dalrock Estates Street Reconstruction	1,600,000	1,700,000	100,000	3,400,000
Phase 1 Highland Meadows Street Reconstruction	430,000	1,000,000	1,600,000	3,030,000
Phase 1 Lake Country Estates Street Reconstruction	-	-	3,650,000	3,650,000
Main St. Reconstruction from Roundabout to PGBT	1,870,000	-	-	1,870,000
Right Turn Lane on Main & PGBT	260,000	-	-	260,000
Merritt Road Interconnector Phase 2	250,000	250,000	1,000,000	1,500,000
Traffic Signal at Chiesa & Liberty Grove	225,000	-	-	225,000
Alley Reconstruction Program	750,000	500,000	750,000	2,000,000
Advanced Traffic Mgmt. System	-	-	800,000	800,000
Sidewalk Connections	80,000	100,000	100,000	280,000
Pecan Grove	75,000	-	-	75,000
Wet Zone Waterpark	660,000	-	-	660,000
New Kids Kingdom	557,500	-	-	557,500
Rowlett Community Centre Renovation	350,000	-	-	350,000
Lakeside Park	185,000	-	-	185,000
Paddle Point Park	-	165,000	-	165,000
"Hike & Bike" Trail Plan	30,000	135,000	135,000	300,000
Katy Railroad Park Soccer	100,000	-	-	100,000
Katy Railroad Park Phase 2	-	-	310,000	310,000
Springfield Park	-	60,000	540,000	600,000
Community Park	-	66,500	598,500	665,000
Nature Trail	-	9,400	84,600	94,000
Veterans Park	-	-	33,000	33,000
Shorewood Park	-	-	30,000	30,000
Public Safety Training Center	850,000	550,000	850,000	2,250,000
Public Safety – Close Fiber Optic	135,000	95,000	100,000	330,000
TOTALS:	\$9,957,500	\$4,630,900	\$10,681,100	\$25,269,500

MASTER PLANNING EFFORTS

Capital planning requires master planning to ensure that coordinated efforts are in place for infrastructure needs. Many master plans are required by statute or mandate, so planning and budgeting for them is

necessary. Staff has identified well over a dozen master plans that will be required over the next five years. It is for this reason these master plans will be part of the CIP planning process going forward, and planning and budgeting for these plans is crucial for community sustainability, regulatory compliance and mandates, and strategic planning for infrastructure. These plans are illustrated in Chart 68 below.

CHART 68



Of the plans in Chart 68 above, several will be handled, developed, and administered by in-house staff and resources; however, the plans identified below will require consultant resources and will be funded by the respective departments over the next five years as shown in Chart 69.

CHART 69

Plan Type	FY2016	FY2017	FY2018	FY2019	FY2020
Parks	\$60,000	-	-	-	-
Comp Plan	-	-	-	\$200,000	-
TCEQ-MS4	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Impact Fee	-	-	\$120,000	-	-
CDBG Con.	\$30,000	-	-	-	-
Water	-	\$50,000	-	-	-
Wastewater	-	\$50,000	-	-	-
Stormwater	\$100,000	-	-	-	-
Trails	\$30,000	-	-	-	-
TOTALS:	\$250,000	\$130,000	\$150,000	\$230,000	\$30,000

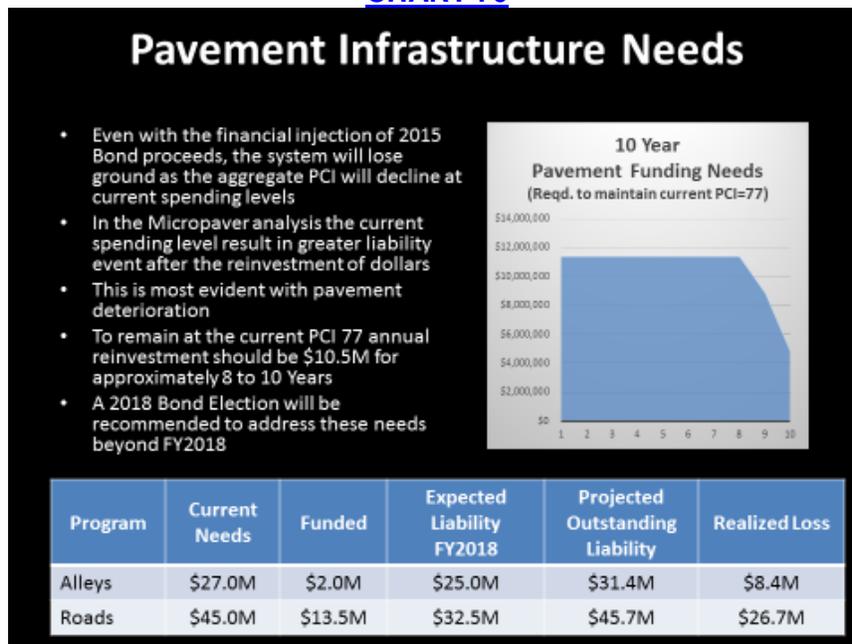
INFRASTRUCTURE CHALLENGES

The 2015 Bond Election yielded \$25.3 million in streets, parks, and public safety projects; off-site improvements for Bayside will be funded by the Bayside TIRZ and will yield almost \$24 million in utility projects. The long-term outlook (beyond FY2021) has identified over \$350 million in potential needs and wants for the community identified by the CIP Task Force, citizen requests, and staff infrastructure

analysis. Obviously the five-year needs and needs beyond FY2020 far outweigh the available resources and clearly outpace the deterioration and life expectancy of the various infrastructure needs.

As illustrated in Chart 70, even with the recent investment in roads and alleys through the 2015 Bond Election, the rate at which the unaddressed infrastructure deteriorates is at a greater pace than the available funding level. As determined by pavement analysis modeling, a sustained effort of \$10.5 million annually for a period of eight to ten years would be required to maintain the current Pavement Condition Index (PCI) at 77, addressing the most urgent needs or the “worst of the worst.” By having a strategy for upcoming bond elections in 2018 and beyond, planning bond elections every three years, and leveraging the incremental financial capacity realized by the impacts of growth and the retirement of old debt, the City will be able to work towards a sustainable financial goal.

CHART 70



Long-term planning for the pavement structure will result in sustainability in the management of the infrastructure. As illustrated in Charts 71 and 72, the desired PCI range is “keeping the good streets good.” This strategy is paramount, as the maintenance and repair expenses, once the PCI drops below 55 is exponentially more expensive and not financially sustainable without greater and more significant resources and reinvestment.

While the overall PCI for roads and alleys in Rowlett is very good at 77, currently 14 percent of the road infrastructure (which represents 73 lane miles) requires major rehabilitation; 45 percent of the alley systems (which represents 47 lane miles) require even greater efforts to rehabilitate. This represents an outstanding total liability today of approximately \$109.5 million and \$37.6 million for roads and alley needs respectively (everything PCI of 55 or below). Unfortunately, without the significant level of reinvestment, the aging structures in both roads and alleys approaching or dipping below the 55 PCI tipping point are of great concern.

CHART 71 - ROADS

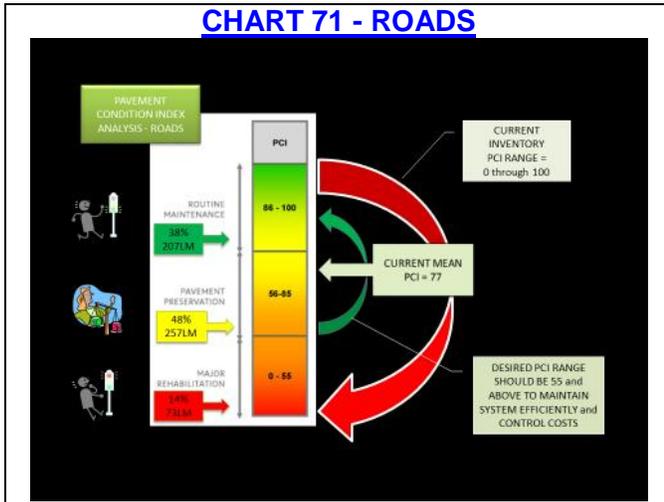
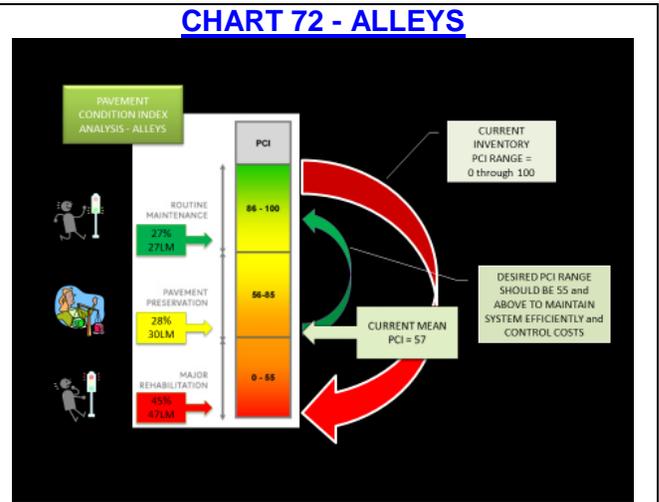


CHART 72 - ALLEYS



The modeling has determined that it will take approximately \$10.5 million dollars for a period of 8 to 10 years in order to maintain the current aggregate PCI at 77, address the most immediate needs illustrated in Chart 70 above, and achieve a sustainable system going forward from that point.

These amounts are the pavement structure expenses required to rehabilitate the failing pavements. Specific projects will also require engineering to determine the drainage cost components required, most of which are more directly attributed to the alley rehabilitation projects. Utility needs, when encountered, are being addressed by the Utility Fund Capital Maintenance Program. When compared to the current level of funding, it is evident that the needs far outweigh the current resources. Additionally, the levels of maintenance moving forward are crucial to the system management to prevent road infrastructure from declining into the lower PCI ranges.

It is for these reasons that developing a long-term pavement management strategy driven by increasing the investment in the pavement infrastructure, coupled with the strategy of three-year bond elections, can be catalysts for the sustainability of our community for years to come.

ALLEY PROJECTS

Based upon City Council direction, staff has developed the alley repair and maintenance program to address a more concentrated effort toward addressing the many needs. 45 percent of all alleys (or 47 lane miles) urgently need to be replaced/reconstructed at a cost that will exceed \$31.4 million by 2018. At the current production rate, it will take decades to get to the end of the existing alley list; clearly this is a pace which is not sustainable nor acceptable. The strategy to address alleys more aggressively has become a priority, and greater efforts have been included in this budget to do more going forward. The aggregate funding is illustrated in Chart 73 below.

CHART 73

Alley Funding Strategy	FY16	FY17	FY18	FY19	FY20	TOTAL FIVE YEAR
2015 BOND	\$750,000	\$500,000	\$750,000	\$-	\$-	\$2,000,000
Capital Maintenance	730,000	730,000	730,000	730,000	730,000	3,650,000
\$0.01 Tax (2016-2018)	358,746	375,763	390,794	-	-	1,125,303
\$0.005 Tax (2015+)	179,373	187,822	195,397	203,213	211,341	977,146
TOTALS:	\$2,018,119	\$1,793,585	\$2,066,191	\$933,213	\$941,341	\$7,752,449

2018 BOND ELECTION

Planning for the 2018 Bond Election will begin in 2016. The City Council has already directed staff to solidify the process by converting the CIP Task Force into a standing oversight committee to enable the timely review and development of recommendations for future propositions. In review of the identified projects that remain unfunded, the lengthy list clearly has several priorities that will drive the upcoming project list for the 2018 election.

Part of the 2015 propositions provided for design costs for several projects that the CIP Task Force and City Council jointly agreed would be funded by future bond elections. Some of these proposed projects are broken out in Chart 74 below. Additionally, discussions on a future City Hall have also been included. Other needs such as parks, roads, alleys and other community interests will be discussed by CIP committee and City Council during the planning process for the 2018 bond election.

CHART 74

Potential 2018 Bond Projects	FY2019	FY2020	Total Two Year
Merritt Road Interconnector Phase 2 (Construction)	\$3,000,000	*\$12,000,000	*\$15,000,000
Dalrock Estates PHASE 2	2,900,000	-	2,900,000
Lake Country Estates PHASE 2	1,150,000	1,150,000	2,300,000
Highland Meadows PHASE 2	-	1,700,000	1,700,000
New Fire Station	5,500,000	-	5,500,000
Larkspur Lane Reconstruction	155,000	1,395,000	1,550,000
Herfurth Park	3,750,000	2,310,000	6,060,000
Municipal Complex/Library/Existing Building Renovations/Parking	5,500,000	5,500,000	11,000,000
TOTALS	\$21,955,000	*\$12,055,000	*\$34,010,000
*It is anticipated that staff will seek grant funding for approximately 80% of the construction expenses for Merritt Road and therefore the \$12 million has not been factored into the preliminary totals shown in this chart. With a successful bond election in 2018 \$7.8 million may be available in FY2021 in additional bonds.			

Based upon the current bonding capacity projections, approximately \$34.0 million will be available in FY2019 and FY2020 for these projects without having any effect on the tax rate. Additionally, \$7.8 million may be available in FY2021 that could potentially be applied to the outstanding infrastructure needs discussed.

BAYSIDE DEVELOPMENT (formerly ELGIN B. ROBERTSON)

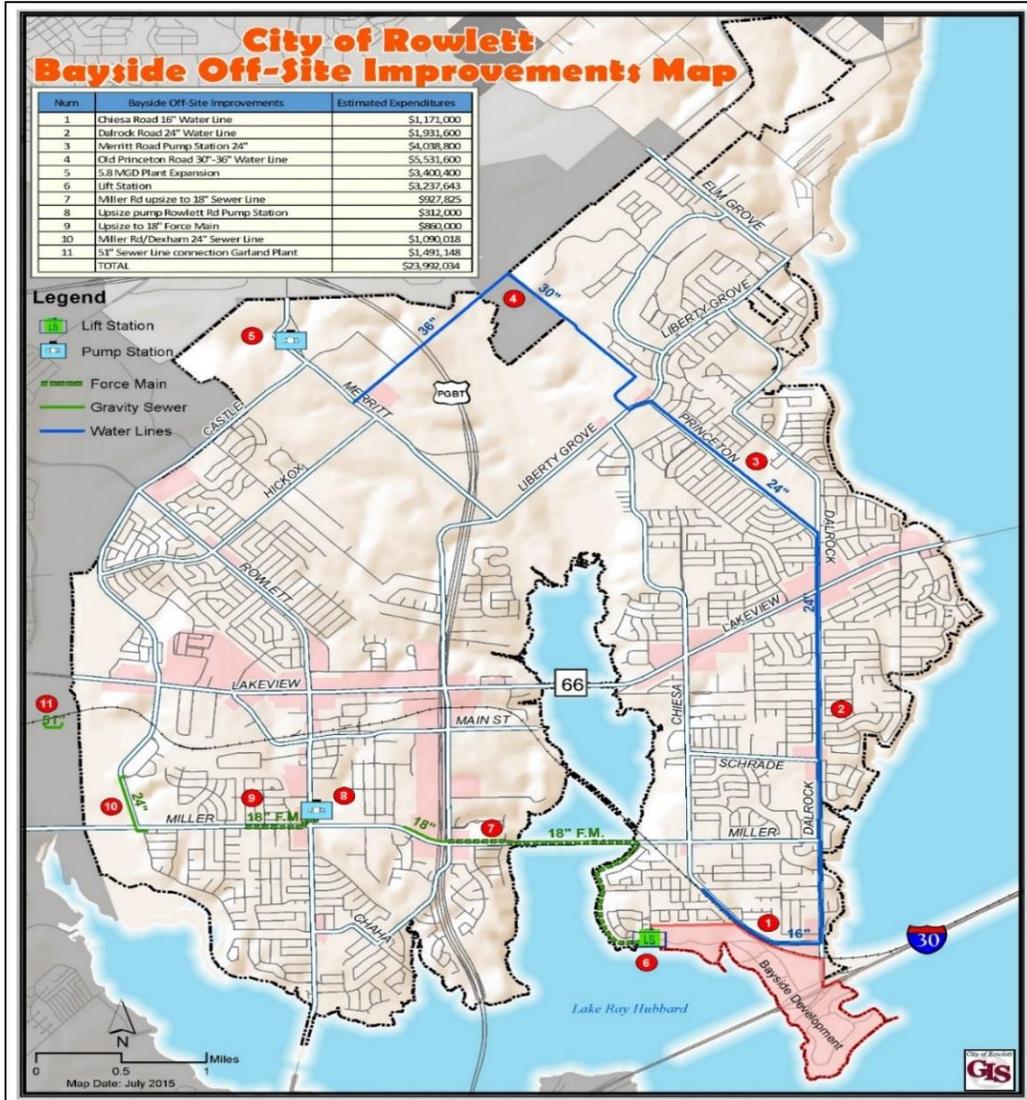
With the recent acquisition of the Elgin B. Robertson property previously held by the City of Dallas, the City has now embarked into a new level of unprecedented development and future service delivery in what will become Bayside. Bayside will bring development that will make Rowlett a destination.

In planning for the needs of Bayside, various infrastructure elements will be necessary. In looking at the utility needs, the off-site improvements required to service the development will be upwards of \$24 million. Fortunately, all of these off-site infrastructure needs will be funded through the Bayside TIRZ but overseen by City staff and ultimately integrated into our existing utility systems and water and sewer models. These projects will be constructed over the next five years. At the time of publishing the scheduling for the required projects was not determined as the need for the projects and the funding availability is solely dependent upon the actual development timing and progress. The projects are shown in Chart 75 with the accompanying map (Chart 76) which follows.

CHART 75

Bayside Off-Site Improvements	Estimated Expenditures
Chiesa Road 16" Water Line	\$1,171,000
Dalrock Road 24" Water Line	1,931,600
Merritt Road Pump Station 24"	4,038,800
Princeton Road 30"-36" Water Line	5,531,600
5.8 MGD Plant Expansion	3,400,400
Lift Station	3,237,643
Miller Rd upsize to 18" Sewer Line	927,825
Upsize pump Rowlett Rd Pump Station	312,000
Upsize to 18" Force Main	860,000
Miller Rd/Dexham 24" Sewer Line	1,090,018
51" Sewer Line connection Garland Plant	1,491,148
TOTAL	\$23,992,034

CHART 76



DRAINAGE UTILITY (STORMWATER)

The current Drainage Utility Fund provides for several components of the various stormwater related programs, inclusive of staff, supplies, capital improvements, debt service, and administrative and overhead transfers as previously discussed in this budget message.

There are many outstanding unmet needs in the stormwater system. In the Stormwater Study of 2006, there were over 230 identified projects and needs. Of these projects identified since the initial study, the City has addressed approximately 75 of them. Although significant progress has been made in the last decade, many projects remain unfunded and unaddressed. Preliminary review has identified 35 projects at an estimated \$20 million. Of these projects, the priority projects have been identified and included into the stormwater long-term planning.

The initial cost to address all needs has been identified as being over \$40 million. Staff has recently reviewed, analyzed, and updated the content of the 2006 Stormwater Study of 2006 with the intent of publishing a revision to be included in the fees structure analysis during FY2016. The result will address and develop action plans based upon the most urgent needs and ongoing commitments to the National Pollution Discharge Elimination System (NPDES) and the Municipal Separate Storm Sewer System (MS4) requirements.

The drainage components (partial project costs) of the identified projects of greatest impact include:

- Dalrock Rd. and Clairemont Ave. (\$1.2M) - Replace existing box culvert; install underground drainage system along portion of Dalrock Road as a part of the unfunded road project;
- Cypress Dr. (Longbranch Creek) (\$0.5M) - Replace existing concrete drainage channel; this is one of the highest priority projects identified;
- Garner Rd. (\$0.75M) - Extend existing culvert and install underground drainage system;
- Scott Dr. (\$1.0M) - Includes upsizing of the drainage system; addresses the erosion along Longbranch Creek;
- Miller Rd. & Chiesa Rd. (\$1.8M) - Install underground drainage system which includes 60" storm sewer pipe with the intersection and road improvement project partially funded by Dallas County and slated for 2019.

With \$335,502 being allocated annually towards project development, the current needs far outweigh the resources. Without any restructuring to the fees, it is estimated that only \$1.7 million of projects will be targeted over the next five years. Project selection will be brought before Council to allocate funds from this revenue source in FY2016.

CONCLUSION

As previously stated, with the help of our residents in terms of a 4 cent tax increase, the City of Rowlett did the heavy lifting last year that would have otherwise impeded the City's ability to address lingering financial imbalances and long-term liabilities. This included bringing employee pay up to market to address a near crippling level of turnover while at the same time creating a five-year strategy to reduce long-term liabilities for accrued leave and other employee benefits. In addition, the City took action to improve parks maintenance standards and enhance community amenities.

For 2016, we turn our attention to future development. After five straight years of decline in our property tax values (FY2010-FY2014), the City has experienced increases for two straight years as a result of an improved housing market and \$50.5 million in tax value from new growth. As Rowlett moves away from the specter of additional declines in the property tax base, we can stop talking about what we can't do and talk about what we can do.

The combination of improved tax values, new growth, and additional tax dollars will provide opportunities to address aging infrastructure, revitalize neighborhoods, and enhance our community amenities and assets. In just a few years, Rowlett will look and feel noticeably different from the vision anticipated so

long ago by our citizens. However it looks, it will be uniquely Rowlett. Truly, this is an exciting time to live in Rowlett.

Budgets do not build themselves. I appreciate all of the feedback provided by City Council and our citizens. I am extraordinarily proud of the Executive Team and their staff who continue to leverage existing resources and improve efficiencies on a daily basis. The combined work of the Council and our Executive Team over the last few years have laid much of the groundwork needed to prepare our community for the opportunities just ahead. Job well done!

I want to also extend special thanks to Terri Doby and Jim Proce. They have spent many hours helping to develop the strategic approach implemented over the past few years and continuing into FY2016 and beyond. In addition, I can't thank Marc Kurbansade and Jim Grabenhorst enough for their assistance in making sure the planning and development pieces of this proposal are solid and within our grasp. Jim, Marc and Jim excel at strategic planning and analysis and the City of Rowlett is very fortunate to have leaders of their caliber. Also, Terri spent an extraordinary amount of time throughout the year on our financial reports and has been instrumental in making sure that this document and the underlying data is both accurate and easy to read. Finally, I want to give a shout out to Denise Perrin, Drew Rist and Evette Whitehead who spent many hours building the marketing and promotional materials for this document. Thank you all!

Respectfully,



Brian Funderburk
City Manager

CITIZENS OF ROWLETT

ORGANIZATION CHART



CITIZENS OF ROWLETT

MAYOR & CITY COUNCIL



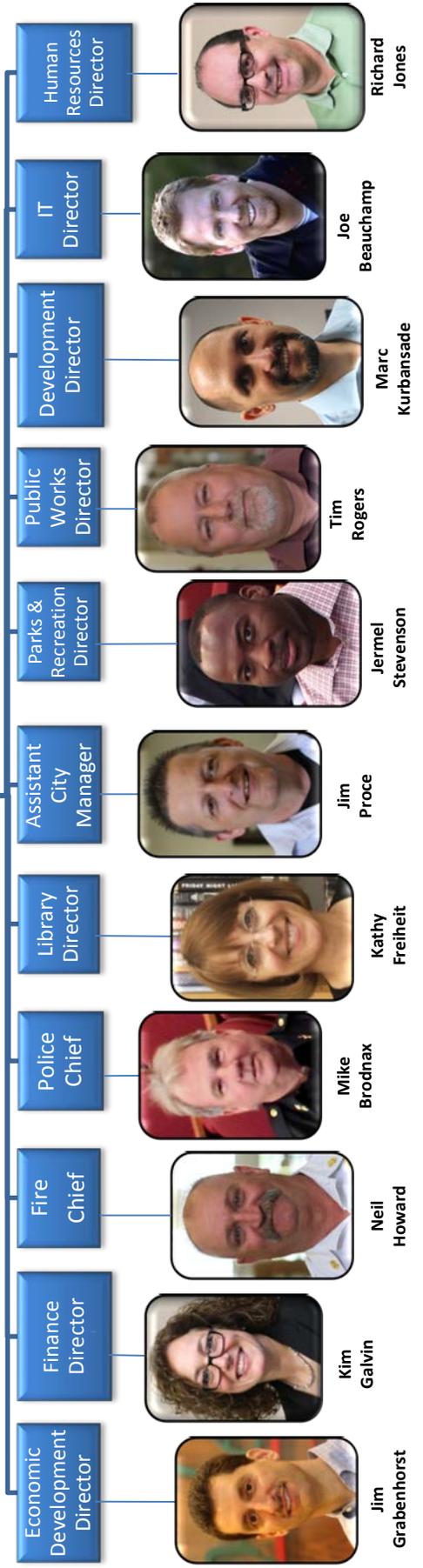
City Attorney
David Berman

BRIAN FUNDERBURK



CITY MANAGER

City Secretary
Laura Hallmark



BUDGET CALENDAR

Friday, February 27th	Staff Budget Retreat
Thursday, March 19th	Budget Kickoff Meeting for Budget Preparers
March	Meetings with DCAD and RCAD on taxable value forecast
March 23rd - April 10th	Budget Department Training
Friday, May 15th	Complete budget submission due from staff (FY 2016 & FY 2017)
May 25th	Preliminary Tax Roll Valuation due
June	City Council Retreat
July 25th	Certified Tax Roll due
August 4th	Proposed Budget presented to City Council
August 4th	Proposed Capital Improvements Program presented to City Council
August 4th	Proposal to adopt tax rate that exceeds the rollback rate or effective rate
August 18th and 20th	City Council Work Sessions on Budget
August 18th	1st Public Hearing on Budget and Tax Rate
September 1st	2nd Public Hearing on Budget and Tax Rate
September 15th	City Council Meeting to Adopt Budget Ordinance
September 15th	City Council Meeting to Adopt Tax Rate Ordinance
October 1st	Begin Fiscal Year

GENERAL BUDGET PROCESS

The City's fiscal year begins on October 1st and ends on September 30th of each year. The budget process is truly a year-round endeavor. Throughout the fiscal year the Budget Officer closely monitors and tracks the budget while preparing forecasts for all expenditures and revenues.

The budget planning process generally begins in late February or early March when the Budget Officer develops a Budget Calendar and departments are given preliminary direction from the City Manager regarding appropriate budget guidelines and strategy. The Budget Instruction Manual is distributed to officially begin the annual budget process.

Budget proposals are due from every department at the beginning of May. Throughout May and June, proposals are reviewed jointly by the City Manager's Office, Finance staff and departments.

In late July the certified tax roll is released from the Dallas Central Appraisal District and the Rockwall County Appraisal District. This information provides the City a firm estimate of the property tax revenues that can be expected in the coming year.

This review process culminates in the crafting of a proposed budget, which is submitted to the City Council in early August. In August and September the City Council discusses the budget at Council Work Sessions and Meetings. Two public hearings are held in late August and early September. The tax rate ordinance and budget ordinance is voted upon at the second City Council meeting in September.

The fiscal year begins on October 1st. By mid-November the completed Budget Document is distributed and made available to the public.

DESCRIPTION OF FUND STRUCTURE

The financial structure of the budget is organized by funds. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts for recording cash and other financial resources, as well as any liabilities or residual equities or balances. Normally, funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The two types of funds utilized in this budget are Governmental and Proprietary. Governmental funds are used for most government activities, while Proprietary funds are based on the premise that the city service should be conducted as a business with user fees covering expenses. Listed below are descriptions of the funds maintained by the City.

The budgets for the Governmental Funds are prepared on the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when they become both available and measurable except where the accrual basis is specified by generally accepted accounting principles. Expenditures are recognized when the services or goods are received and the liabilities are incurred. Budgets for the Proprietary Funds are prepared on the full accrual basis of accounting under which transactions are recognized when they occur regardless of timing or related cash flows.

Budgetary control is maintained at the department level in each departmental budget, and encumbrances are entered at the time a purchase order is issued. Open encumbrances are recorded as reservations of fund balance as of September 30 of each year, and the subsequent year's budget is increased to reflect these carried-forward encumbrances. Unspent and unencumbered appropriations lapse at the end of the fiscal year, except for capital projects.

GOVERNMENTAL TYPE FUNDS

General Fund – the general operating fund for the City. Revenues include: property, sales and other taxes, franchise fees, fines, licenses and fees for services. Operating expenditures provide support for most traditional tax-supported municipal services, such as Public Safety, Parks and Recreation, Libraries, Administration, Planning and Zoning, Neighborhood Services and Public Works operations.

Special Revenue Funds – account for the accumulation and disbursement of legally restricted resources to expenditures for a specific purpose. Funds under this category include the Economic Development Fund, Inspection Fees Fund, Police Seizure Fund, Hotel/Motel Fund, Public Education and Government Fund, Grants Fund, CDBG Fund, Golf Course Fund, Juvenile Diversion Fund, Court Technology Fund, and the Court Security Fund.

Debt Service Funds – account for the accumulation of resources for expenditures related to general long-term debt, including principal, interest, and other related costs. The resources are generated by a tax levy based on property values and are used to pay debts incurred through the sale of bonds, certificates of obligation, notes payable and other debt instruments. The bonds finance long-term capital improvements to streets, parks, buildings and other infrastructure.

Capital Project Funds – account for the accumulation of resources designated to construct or acquire capital facilities and improvements. Resources include proceeds from sales of general obligation bonds, certificates of obligation, DART Local Assistance Funds, TxDOT funds, Impact fees and transfers from operating funds.

PROPRIETARY TYPE FUNDS

Enterprise Funds – account for operations that are financed and operated in a manner similar to private business; the intent of the City is to provide goods or services to the general public on a continuing basis that will be financed or recovered through user charges. The City maintains the following Enterprise Funds: Utility Fund (Water and Wastewater), Refuse Fund and Drainage Fund.

Internal Service Funds – funds designed to account for goods or services provided by one city department for another. The City’s Internal Service Fund is the Employee Benefits Fund. Charges are billed to departments to recover costs that are incurred.

Fund Summaries

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, dark green, cursive script. Below it, the word "TEXAS" is written in a smaller, dark green, sans-serif font. A thick, dark red swoosh underline is positioned beneath the "Rowlett" text, extending from the left side of the "R" and curving under the "S" of "TEXAS".

FY 2016 COMBINED FUND SUMMARY

Description	Governmental Funds				Enterprise Funds			Police Seizure Fund
	General Fund	Economic Development	Debt Service Fund	Capital Projects Funds	Utility Fund	Refuse Fund	Drainage Fund	
Beginning Resources	\$ 4,771,344	\$ 852,813	\$ 1,054,609	\$ 250,000	\$ 4,173,347	\$ 498,601	\$ 978,598	\$ 587,733
Current Revenues:								
Tax Revenues	27,043,713	-	7,506,895	-	-	-	-	-
Franchise Fees	3,093,891	-	-	-	-	-	-	-
Licenses and Permits	1,023,781	1,500	-	-	-	-	-	-
Charges for Service	2,974,838	-	-	-	28,748,332	4,824,903	1,359,663	-
Fines and Forfeitures	1,008,407	-	-	-	-	-	-	-
Other	747,500	250	5,130	-	13,302	2,100	734	100,550
Total Current Revenues	35,892,130	1,750	7,512,025	-	28,761,634	4,827,003	1,360,397	100,550
Other Sources:								
Transfers In	4,560,112	314,944	485,383	3,807,179	139,397	-	-	-
Total	40,452,242	316,694	7,997,408	3,807,179	28,901,031	4,827,003	1,360,397	100,550
Current Expenditures:								
Personnel Costs	27,015,168	232,098	-	54,497	2,209,592	18,869	110,588	-
Supplies	1,891,950	5,500	-	-	301,486	-	51,770	100,550
Purchase Services	8,248,977	205,425	84,016	-	13,065,212	3,472,701	128,539	-
Capital Outlay	1,121,425	-	-	-	104,971	-	45,526	37,500
Capital Improvements	-	-	-	3,752,682	1,300,000	-	335,502	-
Debt Service	-	-	8,468,001	-	4,721,571	-	376,033	-
Total Current Expenditures	38,277,520	443,023	8,552,017	3,807,179	21,702,832	3,491,570	1,047,958	138,050
Other Uses:								
Transfers Out	1,963,901	-	-	-	5,476,331	1,267,916	353,877	-
Total	40,241,421	443,023	8,552,017	3,807,179	27,179,163	4,759,486	1,401,835	138,050
Ending Resources	\$ 4,982,165	\$ 726,484	\$ 500,000	\$ 250,000	\$ 5,895,215	\$ 566,118	\$ 937,160	\$ 550,233
% of Expenditures	13.0%	164.0%	5.8%	6.6%	27.2%	16.2%	89.4%	398.6%

Hotel/Motel Fund	PEG Fund	Grants Fund	CDBG Fund	Inspection Fees Fund	Juvenile Diversion Fund	Court Technology Fund	Court Security Fund	Golf Course Fund	Internal Service Funds		Combined Total
									Employee Benefits Fund		
\$ 30,468	\$ 117,681	\$ 7,975	\$ -	\$ 291,537	\$ 157,921	\$ 53,719	\$ 8,178	\$ 257,635	\$ 271,678	\$ 14,363,838	
47,175	-	-	-	-	-	-	-	-	-	34,597,783	
-	85,893	-	-	-	-	-	-	-	-	3,179,784	
-	-	-	-	-	-	-	-	-	-	1,025,281	
-	-	327,220	-	225,000	-	-	-	-	5,008,982	43,468,938	
-	-	-	-	-	33,281	26,936	20,035	-	-	1,088,659	
577	-	29,414	179,247	-	-	-	-	257,005	1,248	1,337,057	
47,752	85,893	356,634	179,247	225,000	33,281	26,936	20,035	257,005	5,010,230	84,697,502	
-	-	-	-	-	-	-	-	-	-	9,307,015	
47,752	85,893	356,634	179,247	225,000	33,281	26,936	20,035	257,005	5,010,230	94,004,517	
11,484	80,922	284,565	-	218,760	29,238	-	23,672	-	81,622	30,371,075	
6,300	-	-	-	-	5,000	-	-	-	-	2,362,556	
30,965	-	-	179,247	-	4,500	43,874	-	10,000	4,886,142	30,359,598	
-	-	75,000	-	-	-	-	-	-	-	1,384,422	
-	-	-	-	-	-	-	-	-	-	5,388,184	
-	-	-	-	-	-	-	-	-	-	13,565,605	
48,749	80,922	359,565	179,247	218,760	38,738	43,874	23,672	10,000	4,967,764	\$ 83,431,440	
-	-	-	-	-	-	-	-	244,990	-	9,307,015	
48,749	80,922	359,565	179,247	218,760	38,738	43,874	23,672	254,990	4,967,764	92,738,455	
\$ 29,471	\$ 122,652	\$ 5,044	\$ -	\$ 297,777	\$ 152,464	\$ 36,781	\$ 4,541	\$ 259,650	\$ 314,144	\$ 15,629,900	
60.5%	151.6%	1.4%	0.0%	0.0%	393.6%	83.8%	19.2%	2596.5%	6.3%	18.7%	

FY 2017 COMBINED FUND SUMMARY

Description	Governmental Funds				Enterprise Funds			Police Seizure Fund
	General Fund	Economic Development	Debt Service Fund	Capital Projects Funds	Utility Fund	Refuse Fund	Drainage Fund	
Beginning Resources	\$ 4,982,165	\$ 726,484	\$ 500,000	\$ 250,000	\$ 5,895,215	\$ 566,118	\$ 937,160	\$ 550,233
Current Revenues:								
Tax Revenues	27,564,781	-	8,455,785	-	-	-	-	-
Franchise Fees	3,163,925	-	-	-	-	-	-	-
Licenses and Permits	1,048,475	1,500	-	-	-	-	-	-
Charges for Service	3,004,753	-	-	-	29,993,899	4,921,401	1,373,260	-
Fines and Forfeitures	1,008,407	-	-	-	-	-	-	-
Other	754,425	250	5,130	-	13,435	2,104	741	100,550
Total Current Revenues	36,544,766	1,750	8,460,915	-	30,007,334	4,923,505	1,374,001	100,550
Other Sources:								
Transfers In	4,460,112	314,944	482,383	3,845,467	139,397	-	-	-
Total	41,004,878	316,694	8,943,298	3,845,467	30,146,731	4,923,505	1,374,001	100,550
Current Expenditures:								
Personnel Costs	27,925,540	238,190	-	55,391	2,283,742	18,869	114,573	-
Supplies	1,926,370	5,500	-	-	301,486	-	51,770	100,550
Purchase Services	8,153,620	83,483	84,235	-	14,126,661	3,540,433	129,239	-
Capital Outlay	769,518	-	-	-	115,525	-	-	-
Capital Improvements	-	-	-	3,790,076	1,600,000	-	335,502	-
Debt Service	-	-	8,938,168	-	4,721,571	-	375,670	-
Total Current Expenditures	38,775,048	327,173	9,022,403	3,845,467	23,148,985	3,559,302	1,006,754	100,550
Other Uses:								
Transfers Out	2,002,189	-	-	-	5,376,331	1,267,916	353,877	-
Total	40,777,237	327,173	9,022,403	3,845,467	28,525,316	4,827,218	1,360,631	100,550
Ending Resources	\$ 5,209,806	\$ 716,005	\$ 420,895	\$ 250,000	\$ 7,516,630	\$ 662,405	\$ 950,530	\$ 550,233
% of Expenditures	13.4%	218.8%	4.7%	6.5%	32.5%	18.6%	94.4%	0.0%

Hotel/Motel Fund	PEG Fund	Grants Fund	CDBG Fund	Inspection Fees Fund	Juvenile Diversion Fund	Court Technology Fund	Court Security Fund	Golf Course Fund	Internal Service Funds		Combined Total
									Employee Benefits Fund		
\$ 29,471	\$ 122,652	\$ 5,044	\$ -	\$ 297,777	\$ 152,464	\$ 36,781	\$ 4,541	\$ 259,650	\$ 314,144	\$ 15,629,900	
47,175	-	-	-	-	-	-	-	-	-	36,067,741	
-	91,906	-	-	-	-	-	-	-	-	3,255,831	
-	-	-	-	-	-	-	-	-	-	1,049,975	
-	-	255,426	-	210,000	-	-	-	-	5,008,982	44,767,721	
-	-	-	-	-	33,281	26,936	20,035	-	-	1,088,659	
577	-	29,690	179,247	-	-	-	-	257,005	1,248	1,344,402	
47,752	91,906	285,116	179,247	210,000	33,281	26,936	20,035	257,005	5,010,230	87,574,329	
-	-	-	-	-	-	-	-	-	-	9,242,303	
47,752	91,906	285,116	179,247	210,000	33,281	26,936	20,035	257,005	5,010,230	96,816,632	
11,484	83,371	288,855	-	233,658	29,799	-	24,137	-	84,092	31,391,701	
6,300	-	-	-	-	5,000	-	-	-	-	2,396,976	
30,965	-	-	179,247	-	4,500	43,874	-	10,000	4,886,142	31,272,399	
-	-	-	-	-	-	-	-	-	-	885,043	
-	-	-	-	-	-	-	-	-	-	5,725,578	
-	-	-	-	-	-	-	-	-	-	14,035,409	
48,749	83,371	288,855	179,247	233,658	39,299	43,874	24,137	10,000	4,970,234	85,707,106	
-	-	-	-	-	-	-	-	241,990	-	9,242,303	
48,749	83,371	288,855	179,247	233,658	39,299	43,874	24,137	251,990	4,970,234	94,949,409	
\$ 28,474	\$ 131,187	\$ 1,305	\$ -	\$ 274,119	\$ 146,446	\$ 19,843	\$ 439	\$ 264,665	\$ 354,140	\$ 17,497,122	
58.4%	157.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	20.4%	

GENERAL FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 5,946,785	\$ 4,526,776	\$ 4,465,053	\$ 4,771,344	\$ 4,982,165
Current Revenues:					
Tax Revenues	21,481,042	24,179,696	24,005,343	27,043,713	27,564,781
Franchise Fees	3,017,033	3,077,966	3,286,517	3,093,891	3,163,925
Licenses and Permits	710,187	722,933	840,933	1,023,781	1,048,475
Charges for Service	2,492,835	2,808,397	2,950,397	2,974,838	3,004,753
Fines and Forfeitures	1,066,109	1,008,407	1,008,407	1,008,407	1,008,407
Other	763,386	739,957	823,956	747,500	754,425
Transfers In	4,560,108	4,560,112	4,560,112	4,560,112	4,460,112
Current Revenues	<u>34,090,699</u>	<u>37,097,468</u>	<u>37,475,665</u>	<u>40,452,242</u>	<u>41,004,878</u>
Available Resources	<u>40,037,484</u>	<u>41,624,244</u>	<u>41,940,718</u>	<u>45,223,586</u>	<u>45,987,043</u>
Expenditures:					
Personnel Services	24,010,408	24,775,944	24,935,671	27,015,168	27,925,540
Supplies	1,698,743	1,706,902	1,676,902	1,891,950	1,926,370
Purchase Services	7,494,816	8,068,640	7,768,881	8,248,977	8,153,620
Capital Outlay	1,111,746	903,599	1,221,944	1,121,425	769,518
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	1,256,718	1,565,976	1,565,976	1,963,901	2,002,189
Total Expenditures	<u>35,572,431</u>	<u>37,021,061</u>	<u>37,169,374</u>	<u>40,241,421</u>	<u>40,777,237</u>
Ending Resources	<u>\$ 4,465,053</u>	<u>\$ 4,603,183</u>	<u>\$ 4,771,344</u>	<u>\$ 4,982,165</u>	<u>\$ 5,209,806</u>

ECONOMIC DEVELOPMENT FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 305,590	\$ 266,695	\$ 302,712	\$ 852,813	\$ 726,484
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	50	1,500	1,500	1,500	1,500
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	914	250	670,250	250	250
Transfers In	314,940	314,944	314,944	314,944	314,944
Current Revenues	<u>315,904</u>	<u>316,694</u>	<u>986,694</u>	<u>316,694</u>	<u>316,694</u>
Available Resources	<u>621,494</u>	<u>583,389</u>	<u>1,289,406</u>	<u>1,169,507</u>	<u>1,043,178</u>
Expenditures:					
Personnel Services	177,883	225,668	225,668	232,098	238,190
Supplies	4,141	5,850	5,850	5,500	5,500
Purchase Services	136,758	205,075	205,075	205,425	83,483
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>318,782</u>	<u>436,593</u>	<u>436,593</u>	<u>443,023</u>	<u>327,173</u>
Ending Resources	<u>\$ 302,712</u>	<u>\$ 146,796</u>	<u>\$ 852,813</u>	<u>\$ 726,484</u>	<u>\$ 716,005</u>

DEBT SERVICE FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 114,225	\$ 452,569	\$ 485,947	\$ 1,054,609	\$ 500,000
Current Revenues:					
Tax Revenues	7,576,510	7,283,150	7,806,218	7,506,895	8,455,785
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	16,207	5,130	5,130	5,130	5,130
Transfers In	629,729	494,952	494,952	485,383	482,383
Current Revenues	<u>8,222,446</u>	<u>7,783,232</u>	<u>8,306,300</u>	<u>7,997,408</u>	<u>8,943,298</u>
Available Resources	<u>8,336,671</u>	<u>8,235,801</u>	<u>8,792,247</u>	<u>9,052,017</u>	<u>9,443,298</u>
Expenditures:					
Personnel Services	-	-	-	-	-
Supplies	-	-	-	-	-
Purchase Services	89,839	131,437	97,152	84,016	84,235
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	7,760,885	7,651,795	7,640,486	8,468,001	8,938,168
Transfers Out	-	-	-	-	-
Total Expenditures	<u>7,850,724</u>	<u>7,783,232</u>	<u>7,737,638</u>	<u>8,552,017</u>	<u>9,022,403</u>
Ending Resources	<u>\$ 485,947</u>	<u>\$ 452,569</u>	<u>\$ 1,054,609</u>	<u>\$ 500,000</u>	<u>\$ 420,895</u>

UTILITY FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 4,514,180	\$ 7,608,008	\$ 4,039,023	\$ 4,173,347	\$ 5,895,215
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	24,670,121	28,394,087	27,307,387	28,748,332	29,993,899
Fines & Forfeitures	-	-	-	-	-
Other	10,153	11,976	11,976	13,302	13,435
Transfers In	139,404	139,397	139,397	139,397	139,397
Current Revenues	24,819,678	28,545,460	27,458,760	28,901,031	30,146,731
Available Resources	29,333,858	36,153,468	31,497,783	33,074,378	36,041,946
Expenditures:					
Personnel Services	2,223,288	2,184,764	2,184,764	2,209,592	2,283,742
Supplies	382,305	303,197	291,247	301,486	301,486
Purchase Services	10,679,693	12,297,266	11,771,594	13,065,212	14,126,661
Capital Outlay	439,679	287,628	187,544	104,971	115,525
Capital Improvements	1,100,004	2,800,000	2,700,000	1,300,000	1,600,000
Debt Service	4,993,538	4,712,956	4,712,956	4,721,571	4,721,571
Transfers Out	5,476,328	5,476,331	5,476,331	5,476,331	5,376,331
Total Expenditures	25,294,835	28,062,142	27,324,436	27,179,163	28,525,316
Ending Resources	\$ 4,039,023	\$ 8,091,326	\$ 4,173,347	\$ 5,895,215	\$ 7,516,630

REFUSE FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 303,692	\$ 226,057	\$ 426,284	\$ 498,601	\$ 566,118
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	5,081,714	4,693,402	4,824,903	4,824,903	4,921,401
Fines & Forfeitures	-	-	-	-	-
Other	2,042	5,695	2,100	2,100	2,104
Transfers In	-	-	-	-	-
Current Revenues	<u>5,083,756</u>	<u>4,699,097</u>	<u>4,827,003</u>	<u>4,827,003</u>	<u>4,923,505</u>
Available Resources	<u>5,387,448</u>	<u>4,925,154</u>	<u>5,253,287</u>	<u>5,325,604</u>	<u>5,489,623</u>
Expenditures:					
Personnel Services	7,424	-	-	18,869	18,869
Supplies	-	-	-	-	-
Purchase Services	3,736,997	3,389,316	3,472,701	3,472,701	3,540,433
Capital Outlay	-	-	14,069	-	-
Capital Improvements	-	-	-	-	-
Debt Service	239,220	240,393	240,393	240,393	240,393
Transfers Out	977,523	1,027,523	1,027,523	1,027,523	1,027,523
Total Expenditures	<u>4,961,164</u>	<u>4,657,232</u>	<u>4,754,686</u>	<u>4,759,486</u>	<u>4,827,218</u>
Ending Resources	<u>\$ 426,284</u>	<u>\$ 267,922</u>	<u>\$ 498,601</u>	<u>\$ 566,118</u>	<u>\$ 662,405</u>

DRAINAGE FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 709,443	\$ 1,365,041	\$ 950,159	\$ 978,598	\$ 937,160
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	1,331,572	1,346,205	1,346,205	1,359,663	1,373,260
Fines & Forfeitures	-	-	-	-	-
Other	110	734	734	734	741
Transfer In	-	-	-	-	-
Current Revenues	<u>1,331,682</u>	<u>1,346,939</u>	<u>1,346,939</u>	<u>1,360,397</u>	<u>1,374,001</u>
Available Resources	<u>2,041,125</u>	<u>2,711,980</u>	<u>2,297,098</u>	<u>2,338,995</u>	<u>2,311,161</u>
Expenditures:					
Personnel Services	108,224	135,908	135,908	110,588	114,573
Supplies	27,778	51,770	51,770	51,770	51,770
Purchase Services	56,135	66,060	66,060	128,539	129,239
Capital Outlay	-	-	-	45,526	-
Capital Improvements	335,504	335,502	335,502	335,502	335,502
Debt Service	209,455	375,383	375,383	376,033	375,670
Transfers Out	353,870	353,877	353,877	353,877	353,877
Total Expenditures	<u>1,090,966</u>	<u>1,318,500</u>	<u>1,318,500</u>	<u>1,401,835</u>	<u>1,360,631</u>
Ending Resources	<u>\$ 950,159</u>	<u>\$ 1,393,480</u>	<u>\$ 978,598</u>	<u>\$ 937,160</u>	<u>\$ 950,530</u>

POLICE SEIZURE FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 1,171,813	\$ 1,171,812	\$ 851,098	\$ 587,733	\$ 550,233
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	321,127	100,550	100,550	100,550	100,550
Transfers In	-	-	-	-	-
Current Revenues	<u>321,127</u>	<u>100,550</u>	<u>100,550</u>	<u>100,550</u>	<u>100,550</u>
Available Resources	<u>1,492,940</u>	<u>1,272,362</u>	<u>951,648</u>	<u>688,283</u>	<u>650,783</u>
Expenditures:					
Personnel Services	-	-	-	-	-
Supplies	259,654	100,550	109,072	100,550	100,550
Purchase Services	155,299	-	155,005	-	-
Capital Outlay	226,889	-	99,838	37,500	-
Capital Improvements	-	250,000	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>641,842</u>	<u>350,550</u>	<u>363,915</u>	<u>138,050</u>	<u>100,550</u>
Ending Resources	<u>\$ 851,098</u>	<u>\$ 921,812</u>	<u>\$ 587,733</u>	<u>\$ 550,233</u>	<u>\$ 550,233</u>

HOTEL MOTEL FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 7,183	\$ 12,187	\$ 25,465	\$ 30,468	\$ 29,471
Current Revenues:					
Tax Revenues	65,129	47,175	47,175	47,175	47,175
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	65	577	577	577	577
Transfers In	-	-	-	-	-
Current Revenues	<u>65,194</u>	<u>47,752</u>	<u>47,752</u>	<u>47,752</u>	<u>47,752</u>
Available Resources	<u>72,377</u>	<u>59,939</u>	<u>73,217</u>	<u>78,220</u>	<u>77,223</u>
Expenditures:					
Personnel Services	8,301	11,484	11,484	11,484	11,484
Supplies	-	6,300	6,300	6,300	6,300
Purchase Services	38,611	24,965	24,965	30,965	30,965
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>46,912</u>	<u>42,749</u>	<u>42,749</u>	<u>48,749</u>	<u>48,749</u>
Ending Resources	<u>\$ 25,465</u>	<u>\$ 17,190</u>	<u>\$ 30,468</u>	<u>\$ 29,471</u>	<u>\$ 28,474</u>

PEG FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 70,402	\$ 83,632	\$ 105,781	\$ 117,681	\$ 122,652
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	114,037	85,042	85,042	85,893	91,906
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	169	-	-	-	-
Transfers In	-	-	-	-	-
Current Revenues	<u>114,206</u>	<u>85,042</u>	<u>85,042</u>	<u>85,893</u>	<u>91,906</u>
Available Resources	<u>184,608</u>	<u>168,674</u>	<u>190,823</u>	<u>203,574</u>	<u>214,558</u>
Expenditures:					
Personnel Services	73,214	73,142	73,142	80,922	83,371
Supplies	5,613	-	-	-	-
Purchase Services	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>78,827</u>	<u>73,142</u>	<u>73,142</u>	<u>80,922</u>	<u>83,371</u>
Ending Resources	<u>\$ 105,781</u>	<u>\$ 95,532</u>	<u>\$ 117,681</u>	<u>\$ 122,652</u>	<u>\$ 131,187</u>

GRANTS FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ (421)	\$ -	\$ 5,617	\$ 7,975	\$ 5,044
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	141,636	41,838	41,838	327,220	255,426
Fines & Forfeitures	-	-	-	-	-
Other	695	31,954	31,954	29,414	29,690
Transfers In	-	-	-	-	-
Current Revenues	<u>142,331</u>	<u>73,792</u>	<u>73,792</u>	<u>356,634</u>	<u>285,116</u>
Available Resources	<u>141,910</u>	<u>73,792</u>	<u>79,409</u>	<u>364,609</u>	<u>290,160</u>
Expenditures:					
Personnel Services	39,026	71,434	71,434	284,565	288,855
Supplies	94,891	-	-	-	-
Purchase Services	2,376	-	-	-	-
Capital Outlay	-	-	-	75,000	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>136,293</u>	<u>71,434</u>	<u>71,434</u>	<u>359,565</u>	<u>288,855</u>
Ending Resources	<u>\$ 5,617</u>	<u>\$ 2,358</u>	<u>\$ 7,975</u>	<u>\$ 5,044</u>	<u>\$ 1,305</u>

CDBG FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ (115,733)	\$ -	\$ (3,265)	\$ -	\$ -
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	188,677	186,209	189,474	179,247	179,247
Transfer In	-	-	-	-	-
Current Revenues	<u>188,677</u>	<u>186,209</u>	<u>189,474</u>	<u>179,247</u>	<u>179,247</u>
Available Resources	<u>72,944</u>	<u>186,209</u>	<u>186,209</u>	<u>179,247</u>	<u>179,247</u>
Expenditures:					
Personnel Services	-	-	-	-	-
Supplies	-	-	-	-	-
Purchase Services	76,209	186,209	186,209	179,247	179,247
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>76,209</u>	<u>186,209</u>	<u>186,209</u>	<u>179,247</u>	<u>179,247</u>
Ending Resources	<u>\$ (3,265)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

INSPECTION FEES FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ -	\$ 23,189	\$ 237,964	\$ 291,537	\$ 297,777
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	310,267	169,333	169,333	225,000	210,000
Fines & Forfeitures	-	-	-	-	-
Other	124	-	-	-	-
Transfer In	-	-	-	-	-
Current Revenues	<u>310,391</u>	<u>169,333</u>	<u>169,333</u>	<u>225,000</u>	<u>210,000</u>
Available Resources	<u>310,391</u>	<u>192,522</u>	<u>407,297</u>	<u>516,537</u>	<u>507,777</u>
Expenditures:					
Personnel Services	72,427	115,760	115,760	218,760	233,658
Supplies	-	-	-	-	-
Purchase Services	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>72,427</u>	<u>115,760</u>	<u>115,760</u>	<u>218,760</u>	<u>233,658</u>
Ending Resources	<u>\$ 237,964</u>	<u>\$ 76,762</u>	<u>\$ 291,537</u>	<u>\$ 297,777</u>	<u>\$ 274,119</u>

JUVENILE DIVERSION FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 148,974	\$ 149,045	\$ 159,039	\$ 157,921	\$ 152,464
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	39,956	33,281	33,281	33,281	33,281
Other	450	-	-	-	-
Transfers In	-	-	-	-	-
Current Revenues	<u>40,406</u>	<u>33,281</u>	<u>33,281</u>	<u>33,281</u>	<u>33,281</u>
Available Resources	<u>189,380</u>	<u>182,326</u>	<u>192,320</u>	<u>191,202</u>	<u>185,745</u>
Expenditures:					
Personnel Services	29,143	29,399	29,399	29,238	29,799
Supplies	196	500	500	5,000	5,000
Purchase Services	1,002	4,500	4,500	4,500	4,500
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>30,341</u>	<u>34,399</u>	<u>34,399</u>	<u>38,738</u>	<u>39,299</u>
Ending Resources	<u>\$ 159,039</u>	<u>\$ 147,927</u>	<u>\$ 157,921</u>	<u>\$ 152,464</u>	<u>\$ 146,446</u>

COURT TECHNOLOGY FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 182,766	\$ 81,183	\$ 111,250	\$ 53,719	\$ 36,781
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	32,048	26,936	26,936	26,936	26,936
Other	482	-	-	-	-
Transfers In	-	-	-	-	-
Current Revenues	<u>32,530</u>	<u>26,936</u>	<u>26,936</u>	<u>26,936</u>	<u>26,936</u>
Available Resources	<u>215,296</u>	<u>108,119</u>	<u>138,186</u>	<u>80,655</u>	<u>63,717</u>
Expenditures:					
Personnel Services	-	-	-	-	-
Supplies	-	-	1,736	-	-
Purchase Services	104,046	49,005	23,454	43,874	43,874
Capital Outlay	-	-	59,277	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>104,046</u>	<u>49,005</u>	<u>84,467</u>	<u>43,874</u>	<u>43,874</u>
Ending Resources	<u>\$ 111,250</u>	<u>\$ 59,114</u>	<u>\$ 53,719</u>	<u>\$ 36,781</u>	<u>\$ 19,843</u>

COURT SECURITY FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 22,175	\$ 18,107	\$ 12,132	\$ 8,178	\$ 4,541
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	23,942	20,035	20,035	20,035	20,035
Other	54	-	-	-	-
Transfers In	-	-	-	-	-
Current Revenues	23,996	20,035	20,035	20,035	20,035
Available Resources	46,171	38,142	32,167	28,213	24,576
Expenditures:					
Personnel Services	34,039	23,989	23,989	23,672	24,137
Supplies	-	-	-	-	-
Purchase Services	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	34,039	23,989	23,989	23,672	24,137
Ending Resources	\$ 12,132	\$ 14,153	\$ 8,178	\$ 4,541	\$ 439

GOLF FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ 557,460	\$ 557,461	\$ 705,388	\$ 257,635	\$ 259,650
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Other	601,666	256,564	256,564	257,005	257,005
Transfers In	-	-	-	-	-
Current Revenues	<u>601,666</u>	<u>256,564</u>	<u>256,564</u>	<u>257,005</u>	<u>257,005</u>
Available Resources	<u>1,159,126</u>	<u>814,025</u>	<u>961,952</u>	<u>514,640</u>	<u>516,655</u>
Expenditures:					
Personnel Services	-	-	-	-	-
Supplies	-	-	-	-	-
Purchase Services	-	10,000	-	10,000	10,000
Capital Outlay	-	-	-	-	-
Capital Improvements	63,229	294,466	449,758	-	-
Debt Service	-	-	-	-	-
Transfers Out	390,509	254,559	254,559	244,990	241,990
Total Expenditures	<u>453,738</u>	<u>559,025</u>	<u>704,317</u>	<u>254,990</u>	<u>251,990</u>
Ending Resources	<u>\$ 705,388</u>	<u>\$ 255,000</u>	<u>\$ 257,635</u>	<u>\$ 259,650</u>	<u>\$ 264,665</u>

EMPLOYEE BENEFITS FUND

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenues:					
Beginning Resources	\$ -	\$ 25,026	\$ 204,084	\$ 271,678	\$ 314,144
Current Revenues:					
Tax Revenues	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Charges for Services	3,831,279	4,403,869	4,403,869	5,008,982	5,008,982
Fines & Forfeitures	-	-	-	-	-
Other	3,972	1,248	1,248	1,248	1,248
Transfers In	-	-	-	-	-
Current Revenues	<u>3,835,251</u>	<u>4,405,117</u>	<u>4,405,117</u>	<u>5,010,230</u>	<u>5,010,230</u>
Available Resources	<u>3,835,251</u>	<u>4,430,143</u>	<u>4,609,201</u>	<u>5,281,908</u>	<u>5,324,374</u>
Expenditures:					
Personnel Services	74,148	75,317	75,317	81,622	84,092
Supplies	-	-	-	-	-
Purchase Services	3,557,019	4,262,206	4,262,206	4,886,142	4,886,142
Capital Outlay	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	<u>3,631,167</u>	<u>4,337,523</u>	<u>4,337,523</u>	<u>4,967,764</u>	<u>4,970,234</u>
Ending Resources	<u>\$ 204,084</u>	<u>\$ 92,620</u>	<u>\$ 271,678</u>	<u>\$ 314,144</u>	<u>\$ 354,140</u>

PERSONNEL SUMMARY

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
Staffing					
<u>GENERAL FUND</u>					
<u>CITY COUNCIL</u>					
Councilmember	3.00	3.00	3.00	3.00	-
Mayor	0.50	0.50	0.50	0.50	-
	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>-</u>
<u>CITY MANAGER</u>					
<u>City Manager</u>					
Assistant City Manager	1.00	1.00	1.00	1.00	-
City Manager	1.00	1.00	1.00	1.00	-
Community Relations Manager	1.00	1.00	1.00	1.00	-
Community Advocate Coordinator	-	-	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	-
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>	<u>1.00</u>
<u>Office of Management & Budget</u>					
Budget Officer	-	-	1.00	1.00	1.00
	<u>-</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<u>CITY SECRETARY</u>					
<u>City Secretary</u>					
City Secretary	1.00	1.00	1.00	1.00	-
Deputy City Secretary	1.00	1.00	1.00	1.00	-
	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>-</u>
<u>Citizen Action Center</u>					
Action Center Rep.	0.50	0.50	0.50	0.50	-
Sr. Action Center Rep.	1.00	1.00	1.00	1.00	-
	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>-</u>
<u>DEVELOPMENT SERVICES</u>					
<u>Planning</u>					
Development Services Coordinator	1.00	1.00	1.00	1.00	-
Development Services Engineer	0.75	0.75	0.50	0.75	-
Development Technician	1.00	1.00	1.00	1.00	-
Director of Development Svcs	1.00	1.00	1.00	1.00	-
Engineering Assistant	0.25	0.25	0.50	0.75	0.50
Graduate Engineer	-	-	-	0.50	0.50
Senior Planner	1.25	1.25	2.00	2.00	0.75
Planner II	-	-	-	1.00	1.00
Urban Design Manager	1.00	1.00	1.00	1.00	-
	<u>6.25</u>	<u>6.25</u>	<u>7.00</u>	<u>9.00</u>	<u>2.75</u>
<u>Building Inspections</u>					
Building Inspector I	-	1.00	1.00	2.00	1.00
Building Inspector II	-	-	-	1.00	1.00
Chief Building Official	1.00	1.00	1.00	1.00	-
Development Technician	1.00	1.00	1.00	1.00	-
Enviro. Service Mgr	-	1.00	1.00	1.00	-
	<u>2.00</u>	<u>4.00</u>	<u>4.00</u>	<u>6.00</u>	<u>2.00</u>

PERSONNEL SUMMARY

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
Staffing					
<u>GIS</u>					
Sr. GIS Programmer	1.00	1.00	1.00	1.00	-
	1.00	1.00	1.00	1.00	-
<u>FINANCE</u>					
<u>Finance Admin.</u>					
Budget Officer	1.00	1.00	-	-	(1.00)
Chief Financial Officer	1.00	1.00	1.00	1.00	-
	2.00	2.00	1.00	1.00	(1.00)
<u>Accounting</u>					
Accountant I	1.00	1.00	1.00	1.00	-
Accountant II	1.00	1.00	1.00	1.00	-
Accounting Specialist II	-	-	-	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00	-
Senior Accountant	1.00	1.00	1.00	1.00	-
	4.00	4.00	4.00	5.00	1.00
<u>Municipal Court</u>					
Chief Court Clerk	1.00	1.00	1.00	1.00	-
Court Clerk	3.00	2.00	2.00	2.00	-
Municipal Ct Admin.	1.00	1.00	1.00	1.00	-
Senior Clerk	1.00	1.00	1.00	1.00	-
	6.00	5.00	5.00	5.00	-
<u>Purchasing</u>					
Buyer	1.00	1.00	1.00	1.00	-
Purchasing Agent	1.00	1.00	1.00	1.00	-
	2.00	2.00	2.00	2.00	-
<u>FIRE RESCUE</u>					
<u>Fire Administration</u>					
Administrative Services Manager	1.00	1.00	1.00	1.00	-
Assistant Fire Chief	1.00	1.00	1.00	1.00	-
Fire Chief	1.00	1.00	1.00	1.00	-
	3.00	3.00	3.00	3.00	-
<u>Fire Operations</u>					
Battalion Chiefs	3.00	3.00	3.00	3.00	-
Captain	12.00	12.00	12.00	12.00	-
Driver/Engineer	12.00	12.00	12.00	12.00	-
Firefighter	45.00	45.00	45.00	45.00	-
	72.00	72.00	72.00	72.00	-
<u>Fire EMS</u>					
Director of EMS	1.00	1.00	1.00	1.00	-
	1.00	1.00	1.00	1.00	-

PERSONNEL SUMMARY

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
<u>Fire Prevention</u>					
Fire Marshal	1.00	1.00	1.00	1.00	-
Deputy Fire Marshal	-	-	-	1.00	1.00
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>2.00</u>	<u>1.00</u>
<u>Emergency Management</u>					
Emergency Management Specialist	-	0.50	0.50	0.50	-
	<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>
<u>HUMAN RESOURCES</u>					
Director of Human Resources	1.00	1.00	1.00	1.00	-
Human Resources Analyst	1.00	1.00	1.00	1.00	-
Human Resources Assistant	0.50	0.50	0.50	0.50	-
Human Resources Coord.	1.00	1.00	1.00	1.00	-
Human Resources Generalist	1.00	1.00	1.00	1.00	-
	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>-</u>
<u>INFORMATION TECHNOLOGY</u>					
Applications Support Analyst	-	-	1.00	1.00	1.00
HelpDesk Support Tech	1.00	1.00	-	-	(1.00)
IT Director	1.00	1.00	1.00	1.00	-
IT Infrastructure Manager	1.00	1.00	1.00	1.00	-
Network Administrator	-	-	1.00	1.00	1.00
Service Desk Technician I	-	-	1.00	1.00	1.00
Service Desk Technician II	-	-	1.00	1.00	1.00
Systems Administrator	2.00	2.00	1.00	1.00	(1.00)
	<u>5.00</u>	<u>5.00</u>	<u>7.00</u>	<u>7.00</u>	<u>2.00</u>
<u>LIBRARY</u>					
Circulation Svs Supervisor	1.00	1.00	1.00	1.00	-
Director of Library Services	1.00	1.00	1.00	1.00	-
GED Coordinator	0.25	0.25	0.25	0.25	-
Information Services Supervisor	1.00	1.00	1.00	1.00	-
Librarian I	3.00	3.00	3.00	3.00	-
Library Aide	1.50	1.50	1.50	1.50	-
Library Assistant	5.50	5.50	5.50	5.50	-
Library Page	0.75	0.75	0.75	0.75	-
Sr Administrative Assistant	1.00	1.00	1.00	1.00	-
Technical Services Supervisor	1.00	1.00	1.00	1.00	-
	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>-</u>
<u>PARKS AND RECREATION</u>					
<u>Parks Administration</u>					
Director Parks & Rec.	1.00	1.00	1.00	1.00	-
Special Events Specialist	1.00	1.00	1.00	1.00	-
Sr. Admin Assistant	1.00	1.00	1.00	1.00	-
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>

PERSONNEL SUMMARY

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
Staffing					
<u>Parks Maintenance</u>					
Maintenance Crew Leader	2.00	2.00	2.00	2.00	-
Maintenance Specialist	8.00	10.00	10.00	12.00	2.00
Parks Division Manager	1.00	1.00	1.00	1.00	-
Parks Supervisor	1.00	1.00	1.00	1.00	-
	<u>12.00</u>	<u>14.00</u>	<u>14.00</u>	<u>16.00</u>	<u>2.00</u>
<u>Recreation</u>					
Aquatics & Athletics Super.	0.30	0.30	0.30	0.30	-
Community Centre Super.	1.00	1.00	1.00	1.00	-
Employee Pool	2.00	2.00	1.00	1.00	(1.00)
Front Desk Attendant	2.00	2.00	-	-	(2.00)
Rec. Division Manager	1.00	1.00	1.00	1.00	-
Recreation Aide	2.00	2.00	-	-	(2.00)
Recreation Leader	-	-	3.00	3.75	3.75
Recreation Programmer	1.00	1.00	1.00	2.00	1.00
Recreation Specialist	-	-	2.00	2.00	2.00
	<u>9.30</u>	<u>9.30</u>	<u>9.30</u>	<u>11.05</u>	<u>1.75</u>
<u>Wet Zone</u>					
Aquatics & Athletics Super.	0.70	0.70	0.70	0.70	-
Employee Pool	20.00	20.00	20.00	20.00	-
	<u>20.70</u>	<u>20.70</u>	<u>20.70</u>	<u>20.70</u>	<u>-</u>
<u>POLICE</u>					
<u>Police</u>					
Admin. Services Mgr	1.00	1.00	1.00	1.00	-
Assistant Police Chief	1.00	1.00	1.00	1.00	-
Communications Dir.	1.00	1.00	1.00	1.00	-
Communications Officer	12.00	12.00	11.00	11.00	(1.00)
Communications Super.	2.00	2.00	2.00	2.00	-
Crossing Guards	3.00	3.00	3.00	3.25	0.25
Detectives	9.00	9.00	9.00	9.00	-
Detention Officer	7.00	7.00	7.00	7.00	-
Detention Supervisor	1.00	1.00	1.00	1.00	-
Lieutenant	6.00	6.00	6.00	6.00	-
Police Chief	1.00	1.00	1.00	1.00	-
Police Officer	49.00	49.00	49.00	50.00	1.00
Police Officer Warrants	2.00	2.00	2.00	2.00	-
Property/Evidence Tech.	2.00	2.00	2.00	2.00	-
Records Clerk	2.00	2.00	2.00	2.00	-
Records Supervisor	1.00	1.00	1.00	1.00	-
Sergeant	8.00	8.00	9.00	9.00	1.00
Sr. Admin Assistant	1.00	1.00	1.00	1.00	-
Warrant Clerk	1.00	1.00	1.00	1.00	-
	<u>110.00</u>	<u>110.00</u>	<u>110.00</u>	<u>111.25</u>	<u>1.25</u>

PERSONNEL SUMMARY

	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
Staffing					
<u>Animal Services</u>					
Animal Control Super.	1.00	1.00	-	-	(1.00)
Sr. Animal Control Officer	-	-	1.00	1.00	1.00
Animal Control Officer	5.00	5.00	4.00	4.00	(1.00)
Shelter Attendant	0.50	0.50	0.50	0.50	-
	<u>6.50</u>	<u>6.50</u>	<u>5.50</u>	<u>5.50</u>	<u>(1.00)</u>
<u>Environmental Services</u>					
Enviro. Service Mgr	1.00	-	-	-	-
Community Services Manager	-	-	1.00	1.00	1.00
Code Enforce. Super.	1.00	1.00	-	-	(1.00)
Code Enforce. Officer	3.00	3.00	4.00	4.00	1.00
Community Svs Specialist	1.00	1.00	1.00	1.00	-
	<u>6.00</u>	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>1.00</u>
<u>PUBLIC WORKS</u>					
<u>Streets</u>					
Supervisor	1.00	1.00	1.00	1.00	-
Crew Leader	3.00	3.00	3.00	3.00	-
Traffic Technician	2.00	2.00	2.00	2.00	-
Maintenance Specialist	7.00	7.00	7.00	7.00	-
	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>-</u>
<u>Vehicle Services</u>					
Fleet Supervisor	1.00	1.00	1.00	1.00	-
Mechanic	2.00	2.00	2.00	2.00	-
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>
<u>Public Works Admin.</u>					
Asst Dir. of Public Works	1.00	1.00	1.00	1.00	-
City Engineer	-	-	1.00	1.00	1.00
Civil Engineer	1.00	1.00	2.00	2.00	1.00
Engineering Assistant	-	-	2.00	2.00	2.00
Sr Administrative Assistant	0.50	0.50	0.50	0.50	-
Utility Construction Inspectors	2.00	2.00	-	-	(2.00)
	<u>4.50</u>	<u>4.50</u>	<u>6.50</u>	<u>6.50</u>	<u>2.00</u>
<u>Facilities</u>					
Building Maintenance Technician	-	-	1.00	1.00	1.00
Custodian	6.00	6.00	5.00	5.00	(1.00)
Maintenance Specialist III	1.00	1.00	1.00	1.00	-
	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>-</u>
GENERAL FUND TOTAL	<u>331.75</u>	<u>334.25</u>	<u>339.00</u>	<u>351.00</u>	<u>16.75</u>

PERSONNEL SUMMARY

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
UTILITY FUND					
<u>Water / Sewer Admin.</u>					
Director of Public Works	1.00	1.00	1.00	1.00	-
Engineering Assistant	1.00	1.00	1.00	1.00	-
Sr. Admin. Assistant	0.50	0.50	0.50	0.50	-
Utility Operations Manager	1.00	1.00	1.00	1.00	-
Utility Operations Supervisor	1.00	1.00	1.00	1.00	-
	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>-</u>
<u>Water Operations</u>					
Maintenance Crewleader	1.00	1.00	1.00	1.00	-
Maintenance Specialist	7.00	7.00	7.00	7.00	-
Water Quality Technician	1.00	1.00	1.00	1.00	-
	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>-</u>
<u>Wastewater Operations</u>					
Maintenance Crewleader	2.00	2.00	2.00	2.00	-
Maintenance Specialist	9.00	9.00	9.00	9.00	-
	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>-</u>
<u>Revenue Office</u>					
Accountant I	1.00	1.00	1.00	1.00	-
Revenue Manager	1.00	1.00	1.00	1.00	-
Utility Cashier	0.50	0.50	0.50	0.50	-
Utility Customer Service Rep	4.00	4.00	4.00	4.00	-
	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>	<u>-</u>
<u>Meter Services</u>					
Maintenance Crew Leader	1.00	1.00	1.00	1.00	-
Maintenance Specialist	3.00	3.00	3.00	3.00	-
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>-</u>
UTILITY FUND TOTAL					
	<u>35.00</u>	<u>35.00</u>	<u>35.00</u>	<u>35.00</u>	<u>-</u>
DRAINAGE FUND					
Development Services Engineer	-	0.25	-	-	(0.25)
Maintenance Specialist	2.00	2.00	2.00	2.00	-
	<u>2.00</u>	<u>2.25</u>	<u>2.00</u>	<u>2.00</u>	<u>(0.25)</u>
REFUSE FUND					
Maintenance Specialist	-	-	-	0.50	0.50
	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.50</u>	<u>0.50</u>
UTILITY CIP FUND					
Maintenance Crewleader	1.00	1.00	1.00	1.00	-
Maintenance Specialist	3.00	3.00	3.00	3.00	-
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>-</u>

PERSONNEL SUMMARY

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Change FY15 to FY16
ECONOMIC DEVELOPMENT FUND					
Director	1.00	1.00	1.00	1.00	-
Eco. Devo. Specialist	1.00	1.00	1.00	1.00	-
	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>-</u>
GRANTS FUND					
School Resource Officer	-	-	-	3.00	3.00
Emergency Management Specialist	-	0.50	0.50	0.50	-
	<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>3.50</u>	<u>3.00</u>
PEG FUND					
Creative Services Producer	1.00	1.00	1.00	1.00	-
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
INSPECTION FEES FUND					
Engineering Assistant	0.75	0.75	0.75	2.25	1.50
Development Services Engineer	-	-	-	0.25	0.25
Graduate Engineer	-	-	-	0.50	0.50
Senior Planner	0.75	0.75	0.75	-	(0.75)
	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>3.00</u>	<u>1.50</u>
JUVENILE DIVERSION FUND					
Juvenile Caseworker	0.50	0.50	0.50	0.50	-
	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>
COURT SECURITY FUND					
Bailiff	0.50	0.50	0.50	0.50	-
	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>
EMPLOYEE BENEFITS FUND					
Wellness Coordinator	1.00	1.00	1.00	1.00	-
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
CITYWIDE TOTAL	<u>379.25</u>	<u>382.50</u>	<u>387.00</u>	<u>404.00</u>	<u>21.50</u>

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, teal, cursive script font. Below it, the word "TEXAS" is written in a smaller, teal, all-caps, sans-serif font. A thick, dark red swoosh underline starts under the "T" and extends to the right, ending under the "S".

General Fund

GENERAL FUND

Revenue Summary

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Beginning Resources	\$ 5,946,785	\$ 4,526,776	\$ 4,465,053	\$ 4,771,344	\$ 4,982,165
Tax Revenues:					
Current taxes	13,963,848	15,467,633	17,091,576	20,346,990	20,730,402
Delinquent taxes	1,697,907	2,890,935	850,000	248,791	253,479
Penalty & Interest	101,430	130,554	97,620	136,804	139,382
City sales tax	5,652,848	5,631,653	5,907,226	6,251,617	6,382,007
Mixed drink tax	65,009	58,921	58,921	59,511	59,511
Total	21,481,042	24,179,696	24,005,343	27,043,713	27,564,781
Franchise Fees:					
Electric	1,498,252	1,606,356	1,639,356	1,505,543	1,550,709
Gas	379,156	343,788	519,339	449,247	462,724
Telephone	249,518	261,406	261,406	264,020	269,715
Cable	890,106	866,416	866,416	875,081	880,777
Total	3,017,033	3,077,966	3,286,517	3,093,891	3,163,925
Licenses and Permits:					
Food service	33,475	38,001	38,001	38,381	38,765
Protective alarm	147,137	138,633	138,633	148,000	149,480
Building structures	294,792	346,139	436,139	601,800	619,854
Contractor permits	82,947	80,051	80,051	83,000	85,490
Contractor regis.	37,995	16,716	32,716	38,000	39,140
Special permits	42,722	30,503	42,503	42,800	43,228
Takeline fees	61,400	68,064	68,064	62,000	62,620
Misc. permits	9,720	4,826	4,826	9,800	9,898
Total	710,187	722,933	840,933	1,023,781	1,048,475
Charges for Service:					
GISD resource officer	220,129	221,897	221,897	228,554	235,411
Ambulance fees	702,372	827,009	882,009	890,829	899,737
911 Emergency	445,726	460,463	460,463	465,068	469,719
Animal control fees	37,252	56,968	56,968	57,537	57,537
Mowing fees	105,135	139,343	189,343	140,736	142,143
Rezoning fees	28,366	9,772	26,772	9,869	9,869
New addition filing	2,325	789	789	797	797
Plan review	150	-	-	-	-
Community Centre	520,221	601,274	601,274	691,705	698,622
Wet Zone	356,807	440,431	440,431	440,431	440,431
Library fines and fees	38,874	35,670	35,670	35,875	35,559
Misc. fees	35,477	14,781	34,781	13,437	14,928
Total	2,492,835	2,808,397	2,950,397	2,974,838	3,004,753
Fines and Forfeitures:					
Municipal court fines	1,066,109	1,008,407	1,008,407	1,008,407	1,008,407
Total	1,066,109	1,008,407	1,008,407	1,008,407	1,008,407

GENERAL FUND

Revenue Summary

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Other:					
Interest earnings	24,906	50,000	50,000	55,000	55,000
Miscellaneous	164,498	115,014	127,014	117,801	119,291
Insurance payments	72,652	95,052	145,052	96,003	96,963
Rentals/Leases	442,361	448,984	470,984	447,474	451,949
Donations	58,969	30,906	30,906	31,222	31,222
Total	763,386	739,956	823,956	747,500	754,425
Internal Transfers:					
Utility G&A	2,517,718	2,517,722	2,517,722	2,347,078	2,190,529
Utility in lieu of franch.	1,218,074	1,218,074	1,218,074	1,388,718	1,445,267
Utility In Lieu of Tax	824,316	824,316	824,316	824,316	824,316
Total	4,560,108	4,560,112	4,560,112	4,560,112	4,460,112
Total Revenues	34,090,699	37,097,467	37,475,665	40,452,242	41,004,878
Total Resources	\$ 40,037,484	\$ 41,624,243	\$ 41,940,718	\$ 45,223,586	\$ 45,987,043

GENERAL FUND

Expenditure Summary

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Services	\$ 24,010,408	\$ 24,775,944	\$ 24,935,671	\$ 27,015,168	\$ 27,925,540
Supplies	1,698,743	1,706,902	1,676,902	1,891,950	1,926,370
Purchase Services	7,494,816	8,068,640	7,768,881	8,248,977	8,153,620
Capital Outlay	1,111,746	903,599	1,221,944	1,121,425	769,518
Transfers Out	1,256,718	1,565,976	1,565,976	1,963,901	2,002,189
Total	\$ 35,572,431	\$ 37,021,061	\$ 37,169,374	\$ 40,241,421	\$ 40,777,237

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Council	\$ 246,490	\$ 284,429	\$ 331,349	\$ 286,829	\$ 286,829
City Manager	555,095	617,846	672,746	813,366	828,845
City Secretary	306,447	341,005	341,005	342,395	350,127
Development Services	908,599	1,269,054	1,199,054	1,709,591	1,643,498
Finance	1,958,990	1,700,199	1,614,249	1,655,909	1,686,573
Fire	8,298,932	9,034,819	9,087,979	9,675,343	9,554,143
Human Resources	453,596	528,710	481,710	528,592	536,754
Information Technology	2,045,594	1,592,195	1,618,862	1,730,732	1,748,304
Library	1,110,441	1,346,705	1,207,705	1,162,324	1,287,176
Parks	3,319,208	3,720,104	3,645,104	3,953,387	4,014,010
Police	10,502,465	11,165,002	11,075,797	11,495,653	11,981,902
Public Works	3,848,431	3,615,105	3,590,512	3,963,258	3,973,932
Non-Departmental	2,018,143	1,805,888	2,303,302	2,924,042	2,885,144
Total	\$ 35,572,431	\$ 37,021,061	\$ 37,169,374	\$ 40,241,421	\$ 40,777,237

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Council	3.50	3.50	3.50	3.50	3.50
City Manager	4.00	4.00	5.00	6.00	6.00
City Secretary	3.50	3.50	3.50	3.50	3.50
Development Services	9.25	11.25	12.00	16.00	16.00
Finance	14.00	13.00	12.00	13.00	13.00
Fire	77.00	77.50	77.50	78.50	78.50
Human Resources	4.50	4.50	4.50	4.50	4.50
Information Technology	5.00	5.00	7.00	7.00	7.00
Library	16.00	16.00	16.00	16.00	16.00
Parks	45.00	47.00	47.00	50.75	52.75
Police	122.50	121.50	121.50	122.75	124.75
Public Works	27.50	27.50	29.50	29.50	29.50
Total	331.75	334.25	339.00	351.00	355.00

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, dark green, cursive script. Below it, the word "TEXAS" is written in a smaller, dark green, sans-serif font. A thick, dark red swoosh underline starts under the "T" and extends to the right, ending under the "S".

City Council 1¢ per day



Leadership as an Elected Body

“The City by and through its City Council shall have the power to enact and enforce all ordinances and resolutions necessary to protect health, life and property...”

Section 2.02
Rowlett City Charter

Through its policy making role, the City Council provides a vision and strategies to meet the current and future needs of our community.

In Fiscal Year 2015 the Rowlett City Council:

Approved 31 Ordinances

Approved 95 Resolutions

Heard 15 Citizen Input presentations including:

- Youth soccer
- Senior citizen awareness

Conducted 27 Public Hearings including:

- Special use permits
- Form Based Code
- Rezoning

Presented 47 proclamations

City Council Mission

To provide high quality services, utilize best practices and promote well-planned growth while enhancing our community’s sense of home.



Councilmembers Dana-Bashian, van Bloemendaal & Bobbitt attend the Citizens Fire Academy



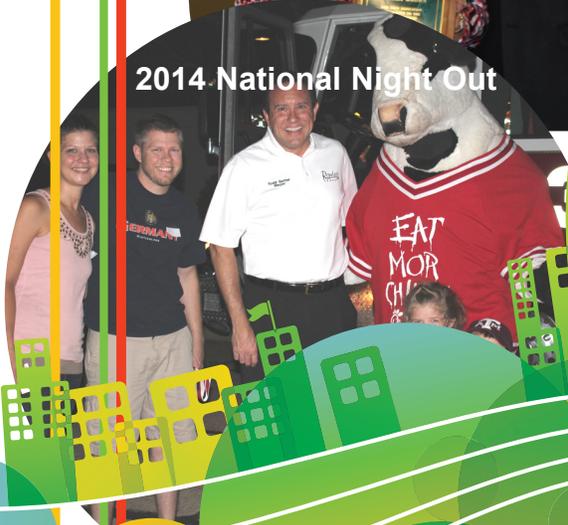
Village Rowlett: A Vision for the Future

In Fiscal Year 2014, the City Council approved the adoption of the \$30 million Village Rowlett Downtown Plan, which will break ground in Fiscal Year 2015. This project will introduce a range of building types and uses within a unique village environment marked by modern housing

concepts, local retail and commercial destinations, high quality pedestrian amenities, memorable open spaces and a vibe all our own. It will also highlight existing trees and offer a range of green amenities including a community garden, dog park, yoga lawn, bocce ball court, pocket green courts, and urban streetscapes all in an effort to deliver an urban resort-like experience unique to Rowlett!



2014 Boards and Commissions Volunteer Banquet



2014 National Night Out



An Engaged Community

The City Council tirelessly promotes volunteerism and community involvement by participating in every City event including:

- Annual Boards and Commissions Volunteer Fair and Annual Volunteer Appreciation Banquet
- National Night Out
- Memorial Day/Touch a Truck
- Fireworks at Bayside
- Diversity Day
- Veterans Day
- Holiday Parade & Tree Lighting Festivities

In Fiscal Year 2014, volunteers donated 16,437 hours at a cost savings to taxpayers of \$384,625!

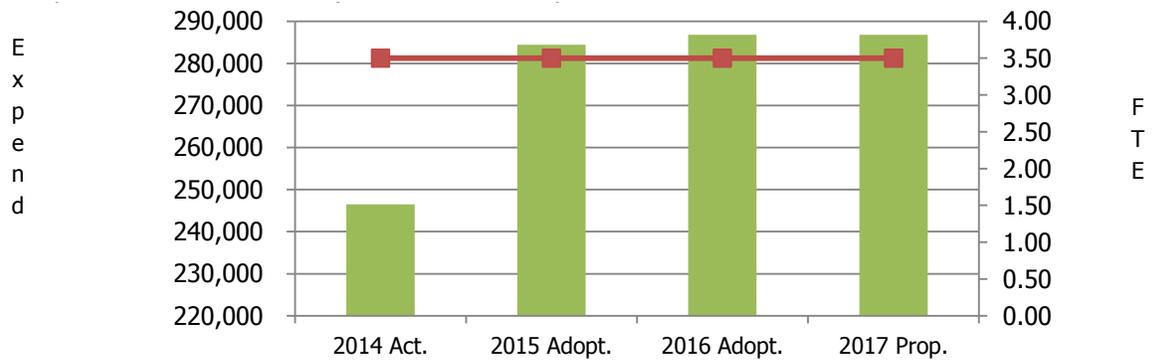
CITY COUNCIL

City Council by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 9,846	\$ 9,160	\$ 9,160	\$ 9,160	\$ 9,160
Supplies	8,309	8,575	8,575	8,575	8,575
Purchase Services	228,335	266,694	313,614	269,094	269,094
Capital Outlay	-	-	-	-	-
Total	\$ 246,490	\$ 284,429	\$ 331,349	\$ 286,829	\$ 286,829

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Council	246,490	284,429	331,349	286,829	286,829
Total	\$ 246,490	\$ 284,429	\$ 331,349	\$ 286,829	\$ 286,829

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Council	3.50	3.50	3.50	3.50	3.50
Total	3.50	3.50	3.50	3.50	3.50



CITY COUNCIL

To provide high quality services, utilize best practices, and promote well-planned growth while enhancing our community's sense of home.

- The City Council provides leadership as an elected body for the City of Rowlett. Through its policy making role, the City Council develops a vision, mission and strategies to meet the current and future needs of the community.
- Implement Realize Rowlett 2020 Phases I & II to diversify Rowlett's tax base in order to achieve financial sustainability.
- Continue to promote volunteerism to the Citizens of Rowlett as a great way to give back and be involved in their local government.
- Maintain surplus fund balances in the City's financial funds.
- Continue to foster regional relationships in order to leverage Rowlett's limited resources specifically in the areas of transportation and emergency management.

City Manager's Office

5¢
per day

Strategic Leadership

The City of Rowlett operates under the Council/Manager form of government.

The City Manager is appointed by the City Council and serves as the "Chief Executive Officer".

This manifests itself through strategic oversight of the organization and programs throughout the City.

Innovation, Efficiency, Effectiveness

For Example:

Financial Transparency

The City's monthly check register, along with financial reports, the complete annual budget and more are offered on the City's website, Rowlett.com.

Bond Rating

The City maintains an extremely high quality credit rating of Aa2 and AA from Moody and Standard and Poors, respectively.

Accreditation

The Police and Parks & Recreation Departments, along with the Library, are accredited agencies. The Fire Rescue and Public Works Departments are currently in the accreditation process, which allows evaluation of what we do and how we do it to ensure the right services are provided...the right way!

A Sense of Pride and Ownership

City of Rowlett volunteers truly make a difference in our community.

In Fiscal Year 2014, volunteers donated 16,437 hours at a cost savings to taxpayers of \$384,625!

Community Partnerships

A strong and supportive relationship is fostered with civic volunteer groups including *Community Emergency Response Team, Radio Amateur Civil Emergency Service, Fire Explorer Youth Group, Keep Rowlett Beautiful, Friends of Rowlett Animals, and Friends of the Rowlett Public Library.*

Neighborhood Life Program

An information-sharing partnership with the City's home owners associations, neighborhood associations and crime watch groups to ensure every citizen is up to date on what is going on in their hometown!

78 active groups participate!

Communication



As a *Customer Centered Organization that Ensures Citizens Receive the Value of their*

Investment, we tell our story several ways:

Rowlett on the Water, on the Move

Monthly talk show hosted by Mayor Todd Gittel and the City Manager.

RTN16

Rowlett Television Network - cable channel 16.

Rowlett on the Move

Monthly e-newsletter.

www.Rowlett.com

Comprehensive and highly interactive website.

Social Media

Like us on Facebook, follow us on Twitter!

A Workforce that Feels Valued

Appreciation Celebration

All City employees are feted at quarterly appreciation luncheons hosted and prepared by senior staff members.

Above and Beyond!

Employees who go above and beyond the City's stringent customer service standards are celebrated quarterly when the City Manager treats them to lunch. These staff members are also recognized collectively by the City Council annually during the first meeting in November.

29 Employees recognized in Fiscal Year 2014!



Health and Wellness is a Priority!

- Annual Employee Health Fair
- Annual Physical Exam
- Annual Biometric Screening
- Tobacco Free Workplace
- Employee Healthcare Clinic

Physical challenges, such as Survivor Rowlett and the St. Patty's Day, Memorial Day, Step into Summer and Haunted 5Ks, are offered throughout the year.

Strategic Planning

Five Year Economic Development Strategy

Five Year Financial Model

Five Year Employee Benefit Strategy

Two Year Budget

Realize Rowlett 2020 Comprehensive Plan Update



A Sustainable Organization

Ensuring the *right* resources to the *right* places at the *right* time.

A Strategic Approach to Funding: The combination of improved tax values and new growth, resulting in additional tax dollars, is providing opportunities to strategically address aging infrastructure, revitalize neighborhoods, and enhance our community amenities and assets to meet the growing demand of our citizens.

New developments, such as Village of Rowlett, Terra Lago and the Homestead at Liberty Grove are bringing diversification to our housing stock, which helps strengthen our tax base against future recessions!

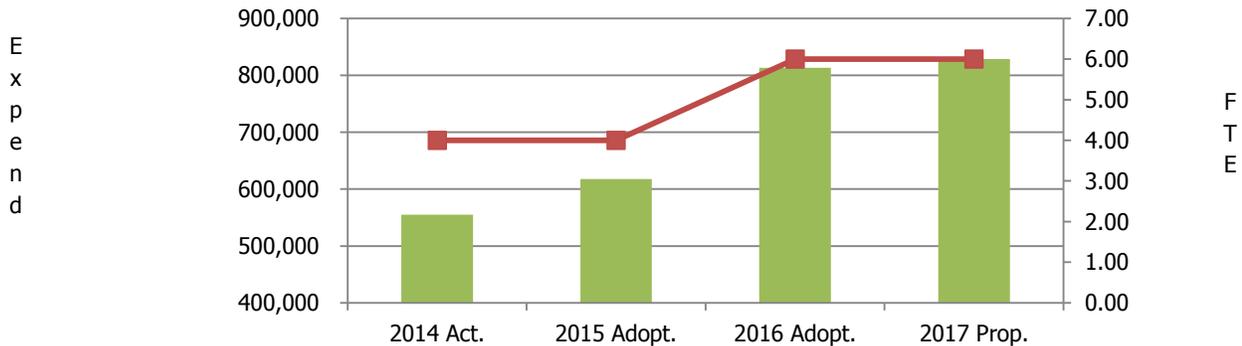
CITY MANAGER'S OFFICE

City Manager by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 504,153	\$ 563,815	\$ 618,715	\$ 721,565	\$ 739,044
Supplies	6,147	8,100	8,100	10,350	8,350
Purchase Services	44,795	45,931	45,931	81,451	81,451
Capital Outlay	-	-	-	-	-
Total	\$ 555,095	\$ 617,846	\$ 672,746	\$ 813,366	\$ 828,845

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Manager	555,095	617,846	672,746	717,279	730,155
Office of Management & Budget	-	-	-	96,087	98,690
Total	\$ 555,095	\$ 617,846	\$ 672,746	\$ 813,366	\$ 828,845

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Manager	4.00	4.00	4.00	5.00	5.00
Office of Management & Budget	-	-	1.00	1.00	1.00
Total	4.00	4.00	5.00	6.00	6.00



CITY MANAGER’S OFFICE

Citizen Centered Organization that ensures its citizens receive value for their investment.

- Developed a five-year capital program with a long-term outlook focused on capital planning needs and financial capabilities.
- Implemented a three-year capital construction plan as a result of the successful 2015 bond election.
- Developed a two-year financial strategy for FY2016 and FY2017 to provide budget stability.
- Received a financial audit conducted by an independent accountant with no findings for the fiscal year ended September 30, 2014.
- Lead and coordinated efforts to acquire Elgin B. Robertson Park from the City of Dallas for the future development now known as Bayside.
- Continually improved communication to citizens with realigned organizational communication plan through newsletter, RTN16 and social media pages for departments.
- Community engagement opportunities included visible contacts with homeowner associations; hosting the annual volunteer fair; bond election campaign, and the above and beyond recognition ceremony for city employees.
- Completed an aggressive organizational work plan, reporting on performance measures, and revamped weekly, monthly, and quarterly reporting methods for the City Council and the public.
- Implemented and expanded community enhancement programs; augmenting the program further with the addition of a community advocate coordinator for FY2016.
- Successfully launched the Kids Kingdom planning efforts and financial plan for a community rebuild in FY2016.
- Successfully coordinated the Lake Ray Hubbard clean-up efforts, produced an informational video and provided a plan for ongoing maintenance effort with the City of Dallas.
- Projected volunteer hours in the City of Rowlett organization for FY2015 totals 19,349 hours equaling 9.3 full-time equivalents for a cost savings of \$452,766.60 (based on the updated 2011 \$21.91/hr. as set by The Independent Sector).

City Secretary's Office

2¢
per day

To see where you are going, you need to know where you have been...



Your Voice is Heard



As the City's *Election Official*, the process of democracy – enabling the residents of Rowlett to have their voices heard by their casting of votes – is facilitated by this office.

An Informed City Council

Acting as administrative support for the City Council, the meeting agendas and supporting information are published by this office, which allows them to make decisions that are in the best interest of the City of Rowlett.



Rowlett History is Preserved

As custodian of all official records, the citizen's access to public information begins here.

The City Secretary's Office ensures the safeguarding of Rowlett's history through the documentation of all City Council proceedings and legislation.

As custodian of all official records, the citizen's access to public information begins here.

In short, this is the *Office of Historical Preservation* for the City of Rowlett and its citizens.

Citizen Action Center

The CAC - a division of the City Secretary's Office



The "Face of the City"



When citizens call the City, the **CAC** answers the phone. The **CAC** provides accurate information, ensures callers receive responsive actions to service requests and proactively troubleshoots issues to resolve requests in an expedited manner.



IN FISCAL YEAR 2014, THE CAC ANSWERED OVER 30,000 CALLS!



One-stop Service Request Shop

See a pothole on your way to work?
Got a question about your water bill?
Did the neighbor's dog keep you up all night barking?
Want to know when the next fun family event will be held downtown?



CALL THE CITIZEN ACTION CENTER FOR ASSISTANCE, INFORMATION OR TO MAKE A SERVICE REQUEST! 972-412-6100



An Advocate to Citizens

The **Citizen Action Center** ensures follow-up on issues and service requests for Rowlett residents, our customers. An expectation of accountability from all City departments is provided as the **CAC** has oversight of the citizen's web-based reporting tool, **WebQA**.



IN FISCAL YEAR 2014, OVER 18,000 SERVICE REQUESTS WERE ENTERED INTO WEBQA!

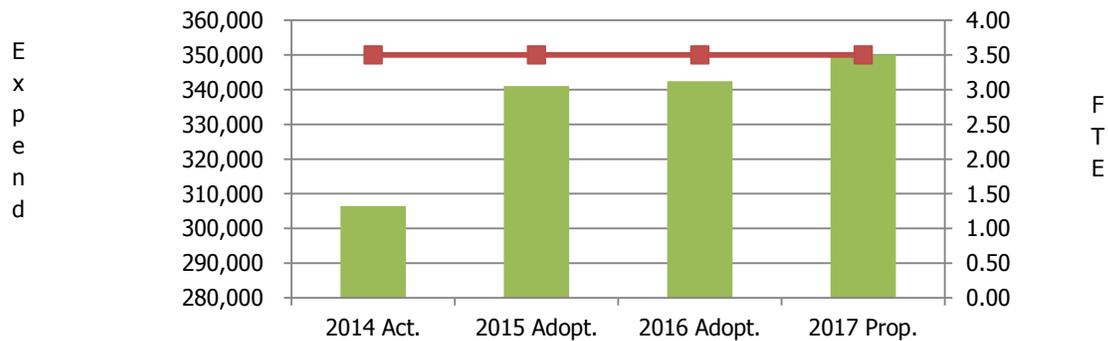
CITY SECRETARY

City Secretary by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 260,059	\$ 262,744	\$ 262,744	\$ 261,734	\$ 269,466
Supplies	1,377	2,531	2,531	6,031	6,031
Purchase Services	45,011	75,730	75,730	74,630	74,630
Capital Outlay	-	-	-	-	-
Total	\$ 306,447	\$ 341,005	\$ 341,005	\$ 342,395	\$ 350,127

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Secretary	\$ 221,883	\$ 258,018	\$ 258,018	\$ 261,682	\$ 267,110
Citizen Action Center	84,564	82,987	82,987	80,713	83,017
Total	\$ 306,447	\$ 341,005	\$ 341,005	\$ 342,395	\$ 350,127

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
City Secretary	2.00	2.00	2.00	2.00	2.00
Citizen Action Center	1.50	1.50	1.50	1.50	1.50
Total	3.50	3.50	3.50	3.50	3.50



CITY SECRETARY

The City Secretary's Office is devoted to providing quality services to citizens, City Council and City staff while preserving our history, enriching the present, and endeavor to create an even brighter tomorrow.

- Serving as an ambassador for the City of Rowlett and its City Council, we exceed customer expectations while promoting an informed public.
- We strive to improve citizens' access to local government by providing accurate and timely information through the production and diligent care of the City's official records.
- Received record boxes for archiving and destroyed archived boxes according to the Record Retention Schedule.
- City Secretary received Texas Registered Municipal Clerk certification.
- Evaluated current document management software and will implement updates and changes for more efficient use.
- Provided records management in-house training for departmental records liaisons.

Development Services

11¢
per day



Realize Rowlett 2020 Community Engagement!

Throughout the **Realize Rowlett 2020** community visioning process the department embarked on one of the largest scale public outreach campaigns the City has ever completed, lasting *two and a half years*. The decisions made as a result were fully vetted by the public, property owners, advisory committees, and task forces prior to being brought forward for the City Council's consideration.



A Vision for Our Future Village Rowlett

The **Realize Rowlett 2020 community vision plan** put regulations in place that specifically promote the types of development that help diversify the City's tax base by creating great places of lasting value and character and therefore **providing the ultimate value to Rowlett taxpayers**.

The City is implementing this plan by providing high-quality planning and urban design services to the development community, for example with the Village of Rowlett downtown plan and Bayside!



Form Based Code

This set of regulations is very developer-friendly and is bringing heightened interest for new development in Rowlett, including the \$200 million **“The Homestead at Liberty Grove”** project! They are not based solely on uses occupying buildings, but instead are based on creating **places** that will sustain market fluctuations, thus creating a greater **long-term value** for the citizens of Rowlett.

There is not much developable land left in Rowlett so the highest and best use for new development must be ensured. This focuses on land-use development from a real estate market perspective, which allows for long-term financial stability.



Diversified Housing

Through analysis during the Realize Rowlett 2020 process, it was discovered that Rowlett’s existing housing market was only serving one segment of the market – large lot single-family detached residences. As a result, there were no alternative housing choices when existing residents change their station in life or new residents, not interested in a large lot single-family home, want to relocate to Rowlett. In addition, not having a diversified housing portfolio did not position the City well to weather market fluctuations associated with one housing product type. That’s all about to change! New options are on the way, and with diversified housing comes diversified commercial opportunities interested in locating next to these new neighborhoods, such as *The Homestead at Liberty Grove*, *Terra Lago*, *Bayside* and *The Village of Rowlett*.

Since many residents may still wish to reside in large lot single-family residences, those housing choices will remain available. However, different housing choices will be made available to serve the diversified demand of existing and future Rowlett residents!



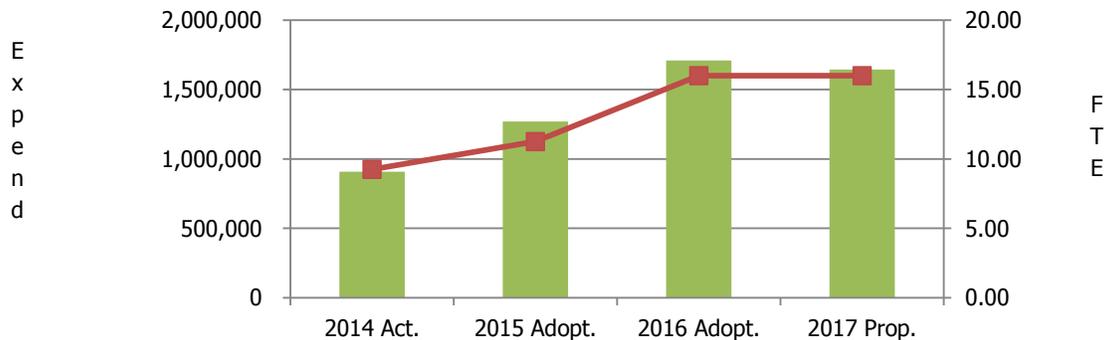
DEVELOPMENT SERVICES

Development Services Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 501,697	\$ 962,880	\$ 942,880	\$ 1,329,005	\$ 1,386,207
Supplies	9,476	26,669	26,669	73,604	73,604
Purchase Services	397,426	279,505	229,505	183,687	183,687
Capital Outlay	-	-	-	123,295	-
Total	\$ 908,599	\$ 1,269,054	\$ 1,199,054	\$ 1,709,591	\$ 1,643,498

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Planning	\$ 535,223	\$ 683,605	\$ 683,605	\$ 992,726	\$ 990,614
Building Inspections	279,564	474,498	404,498	602,505	535,934
GIS	93,812	110,951	110,951	114,360	116,950
Total	\$ 908,599	\$ 1,269,054	\$ 1,199,054	\$ 1,709,591	\$ 1,643,498

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Planning	6.25	6.25	7.00	9.00	9.00
Building Inspections	2.00	4.00	4.00	6.00	6.00
GIS	1.00	1.00	1.00	1.00	1.00
Total	9.25	11.25	12.00	16.00	16.00



DEVELOPMENT SERVICES

Serve both internal and external customers by providing services related to Planning, Zoning, Building Permits and Inspections, Private Development Engineering, Environmental Health, Community Development Block Grant administration, and Geographic Information Systems. This Department continues to provide quality services to prospective developers consistent with the guiding principles in the Realize Rowlett 2020 comprehensive plan. This approach will ensure long term financially sustainable development that will maximize the value of the remaining developable land in Rowlett. Additionally, the department is responsible for all environmental health functions.

- The Village of Rowlett project is expected to be under construction during the early part of Fiscal Year 2016, and will be developed under the City's Form-Based Code standards for the Downtown Area. This public-private partnership represents a \$30 million investment in the City's Downtown district.
- Staff continues to focus on the Healthy Living district located at the far eastern edge of the City. By leveraging natural amenities like the improvements to Scenic Point Park and the presence of Lake Ray Hubbard, as well as the proximity of Lake Pointe Medical Center, the City's largest employer, the focus is to provide high quality development that will offer alternative housing choices for both existing and future residents. Terra Lago, a multifamily project broke ground in late Fiscal Year 2015 and will be under construction throughout Fiscal Year 2016. Additionally, Lake Pointe Medical Center is expected to begin expansion of their existing campus early Fiscal Year 2016.
- The Homestead at Liberty Grove project by Arcadia Realty, which represents a \$200 million private investment in the City, will produce \$1.5 million in annual property tax revenue upon buildout. The project is located in the Woodside Living Strategic Opportunity Area and will be developed under the New Neighborhood Form-Based Code standards. The first homes are expected to come on-line in Fiscal Year 2016.
- Continued importance of frequently revisiting the Rowlett Development Code (RDC) to refine standards regularly and remove barriers to investment throughout the rest of the City as well.
- Staff remains committed to having the latest building codes and standards in place. To this end, the City adopted updates to include the 2012 Building Codes and the 2009 Energy Conservation Code. Also, in order to continue to provide the best service to our customers and value to our taxpayers, the City will continue to utilize Bureau Veritas in a supporting role for Building inspections in order to handle periodic temporary fluctuations in demand for services in excess of what staff can provide.
- Continue to collaborate with temporary food vendors for Rowlett Special Events. Temporary food vendors participate at various City events (i.e., Fireworks event, Touch-a-Truck, Eggstraordinary Egg Hunt, Diversity Day, among others). These temporary food vendors must fill

out an application, receive instructions on proper safety and handling for temporary vendors and receive a permit. The Environmental Services Manager contacts each vendor by phone, email and in person in order to ensure the safety of Rowlett citizens and visitors to these events.

- Before a public pool opens, the Environmental Services Manager will contact pool managers so that they can fill out an application and schedule a pool inspection. Pool inspections are conducted and pool managers are advised of any areas that may need work or could endanger the safety of residents. Permits are issued to pools that have successfully completed inspections.
- The City is partnering with Dallas County in the 2015 West Nile Prevention Campaign. Beginning March 2015, mosquito traps were set in Six (6) zones determined by Dallas County Health and Human Services. Samples are taken on a weekly basis. In the event that the West Nile Virus is detected in mosquito samples, there will be mosquito surveillance in areas of positive traps. The public will also be advised and ground-based spraying will occur between 24-72 hours (weather permitting) around positive trap zone. For Fiscal Year 2015, there were four positive mosquito samples tested and zero human cases reported within the City.
- The Department continues to provide Building Inspection and Plan Review services within the community. During Fiscal Year 2015, the Department provided plan review and issued permits

for over 160 single-family units valued at over \$45 million, two multifamily developments valued over \$60 million, and 12 commercial developments valued over \$18 million.

DEVELOPMENT SERVICES

Serve both internal and external customers by providing services related to Planning, Zoning, Building Permits and Inspections, Private Development Engineering, Environmental Health, Community Development Block Grant administration, and Geographic Information Systems. This Department continues to provide quality services to prospective developers consistent with the guiding principles in the Realize Rowlett 2020 comprehensive plan. This approach will ensure long term financially sustainable development that will maximize the value of the remaining developable land in Rowlett. Additionally, the department is responsible for all environmental health functions.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Review new development proposals in light of the guiding principles of Realize Rowlett 2020 to maximize the value of developable land and establish Rowlett as a leading edge-development community	Provide all official review comments within 10 days of submittal or resubmittals unless the size of the project warrants an exception	82%	100%	100%
	Start at least a total of two new developments within the four opportunity areas	n/a	4	4
Continually review and improve the process to refine development standards and remove barriers to investment.	Review and comment on all building permit applications within 10 days	95%	95%	100%
Protect the health, safety and welfare of citizens by ensuring regular inspections of food establishments.	Complete inspection of 100% of all food establishments twice per year	79%	100%	100%
Track and report the number of new residential permits and estimated values	Issuance of permits	168	160	175
Track and report the number of new commercial/multifamily permits and estimated values	Issuance of permits	15	14	15

FINANCE



Award-winning Financial Management



For the past *11 years*, the City has received the *Government Finance Officers Association Award* (GFOA) for the annual budget. In addition, for the past 10 years, the City has also received the GFOA award for the Comprehensive Annual Financial Report (CAFR).

The CAFR is audited every year and, from 2011-2014, received an unqualified audit

opinion with no findings, the best possible result!

The department ensures the City maintains the extremely high quality credit rating on its general obligation debt of Aa2 and AA from Moody and Standard and Poors, respectively.

Responsible Purchasing

A purchasing process that ensures City departments are receiving the best value from the goods and services they need to get the job done is in place. Purchasing saves an average of 12 percent through the bid process and more than 8 percent of bids are awarded to Rowlett businesses.



In Fiscal Year 2014, the Purchasing Department saved taxpayers \$5.9 million through the bid process!



Transparency

Rowlett has been recognized as the *Platinum Standard of Transparency from the State of Texas Comptroller's Office* for proudly offering not only the City's monthly check register by the 15th of each month, but financial reports, the complete annual budget, outstanding debt information and more on the City's website, Rowlett.com.



Texas Comptroller
Leadership Circle



A Safer Community

A strong partnership between the Municipal Court and the Police Department ensures Rowlett is a safe community in which to work, live and play.

At **.04 of this .10 cents per day**, the Municipal Court more than pays for itself through court fine collections.

In Fiscal Year 2014, the Municipal Court collected over \$1 million!

The “Accountability” Department



Finance partners with every other City department to ensure this organization is using all of its resources, meaning YOUR taxpayer dollars, in the most efficient and effective manner possible.



Water!

.13 cents per day *included in your water bill* provides an accurate, timely utility billing and collections system that is fair to all users. It also provides for the upkeep and maintenance of a water and sewer system that delivers superior quality. When you turn on your faucet or flush your toilet there are no surprises!

Finance Department Mission

Ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence.

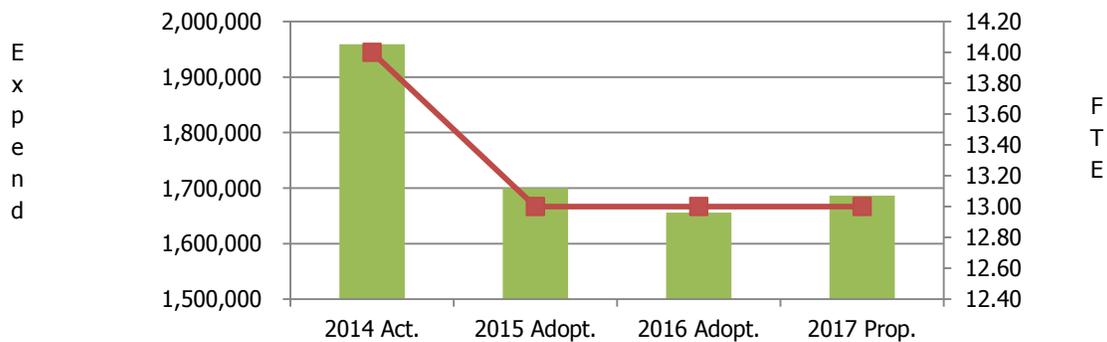
FINANCE

Finance Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 1,025,498	\$ 1,073,812	\$ 959,812	\$ 1,040,082	\$ 1,068,246
Supplies	43,283	14,025	14,025	21,042	21,042
Purchase Services	581,500	612,362	612,362	594,785	597,285
Capital Outlay	308,709	-	28,050	-	-
Total	\$ 1,958,990	\$ 1,700,199	\$ 1,614,249	\$ 1,655,909	\$ 1,686,573

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Finance Administration	\$ 742,926	\$ 430,063	\$ 368,113	\$ 320,098	\$ 321,063
Accounting	522,578	558,342	534,342	549,614	563,440
Municipal Court	530,643	541,016	541,016	616,100	627,113
Purchasing	162,843	170,778	170,778	170,097	174,957
Total	\$ 1,958,990	\$ 1,700,199	\$ 1,614,249	\$ 1,655,909	\$ 1,686,573

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Finance Administration	2.00	2.00	1.00	1.00	1.00
Accounting	4.00	4.00	4.00	5.00	5.00
Municipal Court	6.00	5.00	5.00	5.00	5.00
Purchasing	2.00	2.00	2.00	2.00	2.00
Total	14.00	13.00	12.00	13.00	13.00



FINANCE

Ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence.

- FY 2014 Audit – Staff completed and provided preliminary financial statements, contributing to the early completion of audit final fieldwork. At the February 17, 2015 Council meeting, auditor reported an unmodified opinion with no audit findings for the third year in a row. In August 2015, staff was notified by the Government Finance Officers Association (GFOA) as the recipient of the Certificate of Achievement for Excellence in Financial Reporting Award for the FY2014 CAFR. This is the eleventh consecutive year to receive this award.
- Closed the general ledger each month by the 10th and completed the bank reconciliation by the 25th. This allows for timely reporting.
- Continued the implementation of a new ERP system to replace the City’s obsolete financial system. Completed modules include General Ledger, Accounting, Budget, Purchasing, Utility Billing, Code Enforcement, Building Inspections and Planning. The HRIS/Payroll module is still in the process of implementation.
- Council Awards/Change in Awards – Purchasing was very involved working with departments in the procurement of several “big ticket items” requiring City Council action. Some of these have included the Chamber of Commerce Building Relocation, new Library Building Remodel System, Water Meters, Water Parts and Line Materials, Supervisory and Data Acquisition System (SCADA) System for Public Works Lift Stations, Pumping Stations and Elevated Storage Tanks, Asphalt Overlay Projects, Screening Wall Repair and Maintenance Services, Motor Fuel, Crack Seal, Collections for Delinquent Utility Bills, Pavement Marking Materials, RFQ for Kids Kingdom, Issac Scruggs Park Pavilion – Irrigation-Landscape- Fencing- Sidewalk Construction, Mowing Services, Concrete Repair for Streets and Alleys, Bank Depository Services, Two Portable Generators, and CDBG Contractor Services.
- Inter-Local Agreements – streamlined the purchasing process and get the best value for taxpayer funds. Some of the purchases include two new and two refurbished Fire trucks, five patrol cars for Police, pavement leveling and foam injection renewal, dump truck, vacuum truck, camera truck, printing and mailing services, fuel management system, fire protective clothing, ems supplies, road materials, eight vehicles for fleet, one skid steer loader – over 85 ILA’s totaling more than \$2 million in awards.
- Purchases have been made in amounts totaling \$16,699,799 with \$1,717,857 being placed to Rowlett vendors.
- Savings and/or cost avoidance has been captured totaling \$1,776,486 between high and low bids.
- New court software – Completed the implementation of new Court software, InCode from Tyler Technologies.

FINANCE

Ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Provide accurate accounting and reporting services that comply with regulatory standards	Unmodified Opinion with no audit findings through proper planning and execution of duties	Unmodified Opinion; No Audit Findings	Unmodified Opinion; No Audit Findings	Unmodified Opinion; No Audit Findings
	Obtain Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting for the Comprehensive Annual Financial Report (CAFR)	Yes	Yes	Yes
Provide transparent reporting services that comply with regulatory standards	Receive State of Texas Comptroller's Office Platinum Standard Circle Award Member	Yes	Yes	Yes
Employ proactive management techniques and strategies to effectively and efficiently manage the purchasing operations and ensure taxpayers receive the best value for their money	Achieve an average savings of 5% in competitive bids between the amount awarded and the highest bid	17%	5%	5%
Practice strategies to effectively issue and uphold judicial offences through the public safety and municipal court process	Achieve 72% average benchmark conviction rate	74%	72%	72%

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, dark green, cursive script. Below it, the word "TEXAS" is written in a smaller, dark green, sans-serif font. A thick, dark red swoosh underline is positioned beneath the word "Rowlett", extending from the left side of the 'R' and curving under the 'S' of "TEXAS".



911



Fire Rescue 60¢ per day



72 Firefighters working 24 hours a day, seven days a week, 365 days a year provide services to the 58,073 citizens in the 21 square mile area that Rowlett encompasses.



Life Safety

Emergency Medical Services are leaders in the delivery of emergency medical care, treating and transporting citizens with injuries and illnesses related to traumatic events. Rowlett Fire Rescue is also recognized on a national level by the American Heart Association for their care of patients experiencing a heart attack with the Silver Level Award from Mission Life-Line.

Paramedics also serve the community by conducting senior citizen health checks, blood pressure and sugar checks at each station and the Rowlett Community Centre.



Six Minute Response Time

The Rowlett Fire Rescue Department maintains a six minute or less response time from highly trained fire fighters at four strategically placed fire stations, one in each quadrant of the City, which ensures a rapid response to emergencies and limits property damage in the event of a fire.

Fire Protection: ISO Public Protection Class 2 Rating

Rowlett is one of an elite group of *only 659 cities in the country* with an Insurance Services Office Public Protection Class 2. This rating means that our community's fire suppression services are constantly improving in the face of the demands of a changing environment.

90% of Rowlett Firefighters are Paramedics!

911

FIRE RESCUE DEPARTMENT MISSION

TO PROTECT THE LIVES AND PROPERTY FOR THE COMMUNITY WE SERVE FROM FIRE OR DISASTER AND TO MINIMIZE SUFFERING AND INJURY FROM ACCIDENT OR ILLNESS.





Partners for a Safe Community

The department is on a constant quest to identify hazards in the community, define a strategy and implement mitigation activities. These include:

Fire Inspections – over 600 fire hazard inspections took place last year. **All Rowlett Fire Rescue Department Captains are State Certified Fire Inspectors.**

Pre-fire Planning - firefighters inspect buildings to become educated on the protection features, safety hazards and to plan for emergencies and fires. **In the first and second quarters of Fiscal Year 2015, 201 pre-fire plans were completed.**

Testing - Over 2,000 fire hydrants are tested annually.

Development Partnership - reviewing building plans and enforcing codes to ensure fire safety before construction even begins.

Smoke detector checks in homes and businesses.

Emergency Management Planning

Paramount for the protection of citizens and visitors, Rowlett has an approved advanced Emergency Plan from the State of Texas Emergency Management and a fully-equipped Emergency Operations Center located in Fire Station 1. This includes:

- 10 advanced outdoor warning sirens.
- **Connect Rowlett** state of the art phone, text and email alert system to notify citizens of impending danger.
- Rowlett Citizen Corps Council, which includes highly trained emergency volunteer groups:
 - 📞 140-member Community Emergency Response Team (CERT) and Fire Corps, who are activated at all hours of the day or night.
12,129 volunteer hours in 2014!
 - 📞 Radio Amateur Civil Emergency Service (RACES) whose 12 members provide field storm spotters ham radio communication capabilities.
215 volunteer hours in 2014!



Community Education and Outreach

A community prepared to prevent or respond to disaster whether in their home, on the road, at play or at work is ensured through educational and outreach opportunities provided year-round. Examples include:

- Home fire safety inspections.**
- Home fire escape planning assistance.**
- Fire extinguisher training.**
- CPR, First Aid and AED training - over 90 citizens receive training each year.**
- Severe weather preparedness.**
- Citizen's Fire Academy 8-week course.**
- SAFE Sitter training.**

Fire safety education in schools, including an adopt-a-school program where fire crews regularly visit **their** elementary schools, bringing the Fire Safety House trailer annually to educate children on what to do if there is a fire or smoke in their home.

110 Fire Safety station tours and special event appearances for 12,489 citizens were conducted in 2014!



911



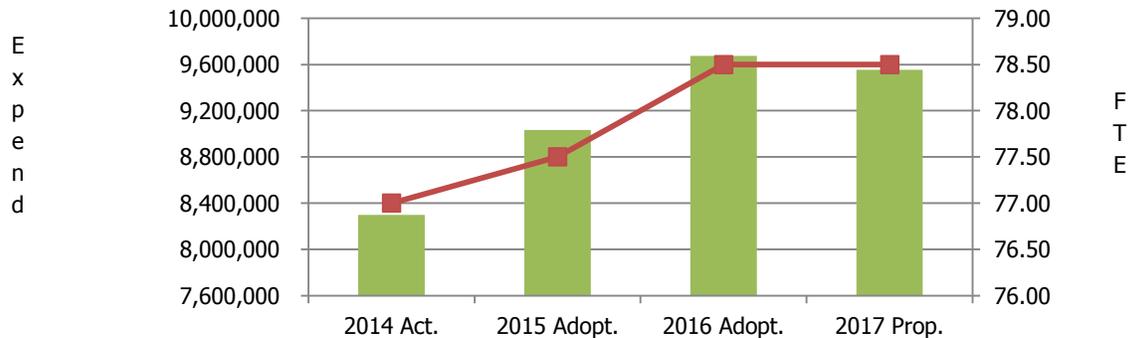
FIRE RESCUE

Fire Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 7,295,727	\$ 7,624,721	\$ 7,677,881	\$ 7,954,138	\$ 8,122,460
Supplies	301,705	291,525	291,525	332,507	332,507
Purchase Services	637,522	1,024,573	1,024,573	1,114,847	1,054,176
Capital Outlay	63,978	94,000	94,000	273,851	45,000
Total	\$ 8,298,932	\$ 9,034,819	\$ 9,087,979	\$ 9,675,343	\$ 9,554,143

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Fire Administration	\$ 8,298,932	\$ 9,034,819	\$ 9,004,679	\$ 1,333,449	\$ 1,047,403
Fire Operations	-	-	-	7,692,821	7,849,000
Fire EMS	-	-	80,800	338,604	341,654
Fire Prevention	-	-	1,000	263,175	267,707
Fire Emergency Mgmt	-	-	1,500	47,294	48,379
Total	\$ 8,298,932	\$ 9,034,819	\$ 9,087,979	\$ 9,675,343	\$ 9,554,143

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Fire Administration	77.00	77.50	3.00	3.00	3.00
Fire Operations	-	-	72.00	72.00	72.00
Fire EMS	-	-	1.00	1.00	1.00
Fire Prevention	-	-	1.00	2.00	2.00
Fire Emergency Mgmt	-	-	0.50	0.50	0.50
Total	77.00	77.50	77.50	78.50	78.50



FIRE RESCUE

To protect the lives and property of the community we serve from fire, and to minimize suffering and injury from accident or illness.

- 72 Firefighters working 24 hours a day, seven days a week, 365 days a year provide services to the 56,400 citizens in the 21 square mile area that Rowlett encompasses.
- **Community Health Pilot Program** Rowlett Fire Rescue began a Community Health Paramedicine pilot program in November 2014, reaching out to our citizens in need. Citizens who have no formal medical care and who suffer from chronic diseases receive scheduled visits from Community Health Paramedics. These visits include assessing their needs, giving support from all possible healthcare resources, and providing social interaction. The program has been a huge success with a total of 34 patients and 19 graduates.
- **Premier EMS Service** Rowlett Fire Rescue has achieved the 2015 Mission: Lifeline® EMS Gold Level Recognition Award from the American Heart Association. The award is based on statistics from care provided in 2014, which highlighted Rowlett Fire Rescue EMS providers as the key to improvements in the outcomes of STEMI (cardiac) patients and patients who suffer a sudden cardiac arrest.
- **Texas Fire Chiefs Best Practices** Rowlett Fire Rescue submitted our application for Best Practices in August 2015. It is currently being reviewed. The Texas Fire Chiefs Association (TFCA) developed this program to encourage fire departments in Texas to seek continual improvement in their services. There are 12 chapters that define best practices in the typical fire service areas. The TFCA encourages fire departments to pursue this third-party designation by completing the performance requirements outlined in the program.
- **Smoke Detector Blitz** The office of the Fire Marshal along with the CERT and Explorer Post One groups hold a Smoke Detector Blitz program twice yearly to check older homes for non-working smoke alarms and replace with new ones when necessary.
- **Certified Fire Inspectors** Texas law requires that all individuals performing fire code enforcement duties be certified as Fire Inspectors by the Texas Commission on Fire Protection. In order to comply with State law and ensure that work plan goals and objectives are met, 12 on-shift Captains, one Driver and one Firefighter completed the 168-hour commission course.
- **Pre-fire Planning Program** Firefighters conduct pre-fire planning inspections on businesses throughout the community to insure firefighters are educated on the buildings protection features, safety hazards and to plan for emergencies and fires. Fire Fighters completed 268 pre-plans.
- **Fire Inspections** Personnel conducted inspections in businesses throughout the community. This ensures citizen safety from hazards that may start a fire and also reduces fire loss and damages.

Personnel have completed 1,100 inspections.

- **Fire Hydrant Inspections** Firefighters test over 2,000 fire hydrants annually to ensure fire crews have working hydrants all across the City
- **Citizen Centered Programs**
 - **Senior Health Care Checks**
Once a month, paramedics go to Rowlett Community Center to check approximately 40 seniors' blood pressure and blood sugar levels and help with medical questions and advice.
 - **CPR/Safe Sitter Classes**
Rowlett Fire offers CPR and Safe Sitter classes for our citizens. These classes are given three times a year and train citizens on CPR and external defibrillation, as well as babysitting safety.
 - **Citizen's Fire Academy** is an 8-week program for citizens to have an insider's view of the services Fire Rescue provides. Participants receive safety education, fire training for home and work, and get hands-on experience in fire emergency situations. Approximately 20 citizens graduate annually from this program.
 - **Fire safety education in schools** including an adopt-a-school program where fire crews regularly visit their elementary schools, bringing the Fire Safety House annually to educate children on what to do if there is a fire or smoke in their home.
- **CERT** Rowlett CERT currently has 105 volunteer members who stand at the

ready for disaster or emergencies that may come to Rowlett and our surrounding community. Now in its 11th year of operation, the Rowlett CERT program has volunteered nearly 40,000 service hours. Rowlett CERT is an Affiliated Program of the Rowlett Citizen Corps Council, who has oversight responsibility for six Citizen Corps programs in and around Rowlett.

- **Emergency Management** Emergency Management: The Office of Emergency Management, or OEM, maintains the City's Emergency Operations Plan (Advanced Level) and Emergency Operations Center (Fire Station 1). It also coordinates required NIMS training and yearly exercises for City staff. For certain types of incidents and events, OEM also provides situational awareness and resource management support. In FY 2015, OEM responded to the DFW Ebola Event, multiple severe thunderstorms, the ice and snow events in late February and early March, the flooding in May and June, and the Main Street Festival and Holiday Parade and Fireworks at Bayside special events. OEM also represented the City in seven regional exercises and several NCTCOG working group meetings, conducted nine City exercises, and managed several Fire and Emergency Management grant programs.
- **Fit and Ready Fire Fighters** Rowlett Fire Fighters completed their annual Job Task Simulation Task. This test is a simulation of work related physical abilities that are required for Fire Fighting tasks performed during their daily duties. The department tests all operations

personnel annually, and it is a mandatory pass. We are happy to report that all operations personnel passed within the specified time for a 100% success rate.

- **Response Time** The Rowlett Fire Rescue Department maintains a six minute or less response time from highly trained fire fighters at four strategically placed fire stations, one in each quadrant of the City, which ensures a rapid response to emergencies and limits property damage in the event of a fire.

FIRE RESCUE

To protect the lives and property of the community we serve from fire, and to minimize suffering and injury from accident or illness.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Respond to Priority One calls in six minutes or less	Respond to 90% of Priority 1 calls (fire) within 360 seconds	404	360	360
Encourage citizen involvement in Fire Prevention, Life Safety and Emergency Preparedness	Participate in Touch-A-Truck, Smoke Detector Awareness, RTN-16 monthly life safety updates, Fireworks on Main St., Smoke House at schools, school visits, Citizens Fire Academy, Safe Sitter & First Aid/CPR classes.	11,285	12,000	12,000
	*Citizen CPR course: 47 students enrolled with an average of 42 students passing the course	41	47	60
	*Citizen's Fire Academy: One class a year with 20 students	18	20	20
Wellness and Fitness	95% of personnel pass Job Task Simulation on first attempt	97%	98%	98%
	90% employee participation in Wellness Program	89%	90%	90%
Enhance Core Competencies and Skills	Training hours meets or exceeds State Certification requirements - 95% participation	95	95	95
	Department exceeds over 6,000 hours of training annually.	5,563	6,000	6,000
Improve Safety and Reduce Hazards in Commercial Buildings and Provide for Firefighter Safety	Inspect 70% of all commercial buildings	80	75	75
Enhance Citizen Emergency Preparedness	CERT (Community Emergency Response Team) Volunteer/Training Hours	4,056	3,800	3,800
	RACES (Radio Amateur Civil Emergency Service) Volunteer Hours	417	400	400
	Monthly Outdoor Warning Siren (OWS) System Tests	12	12	12

Rowlett

T E X A S

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Human Resources



EMPLOYEES WHO EMBRACE THE CITY'S VALUES

A strong partnership with every department is fostered to ensure that only new employees who share the City of Rowlett's commitment to our citizens to provide exemplary customer service and exhibit steadfast integrity are recruited and hired.

A CULTURE OF WELLNESS

The City partially self-funds its employee insurance as a way to manage rising costs and provide a quality product. A *Wellness Accountability Program* encourages employees to take charge of their own health! Examples include:

OBESE INDIVIDUALS' HEALTHCARE COSTS ARE OVER \$1,500 MORE ANNUALLY

Over the past four years, City employees have lost 3,365 pounds under the *Live Healthy Challenge*. In Fiscal Year 2015, the City saw a continued reduction in the overall employee "Overweight & Obese" rate and experienced a marked decrease in elevated blood pressure.

IN-NETWORK MEDICAL CLAIMS AND GENERIC DRUG SUBSTITUTIONS KEEP COSTS DOWN

Over 93% of City employee and dependent

medical claims were managed through the Aetna alliance network. Additionally, 97% of pharmacy claims allowed for "generic drug substitution". These dramatically reduced overall medical costs for the City.

AN AVERAGE SAVINGS OF \$25 PER DOCTOR VISIT

City employees realized over \$2,000 in savings, in addition to reduced time away from work, through the *Employee Healthcare Clinic*, introduced in July 2013. This also cut the absenteeism rate and the risk of illness spreading through the workplace.



3¢
per day



The City operates a versatile and dynamic *Wellness Accountability Program* that provides employees a variety of options to satisfy targeted health and wellness requirements. Programs such as City-sponsored 5K walk/runs, the “Step Into Summer” 10,000 steps per day pedometer challenge, the “Survivor Rowlett” fitness challenge day and Flu Shot Clinic/Biometric Screening, coupled with free membership to the Rowlett Community Centre, help accomplish the goal of a physically fit workforce.

A PHYSICALLY FIT WORKFORCE



AN EDUCATED WORKFORCE

Education is a key component to provide employees the right tools to manage their own health, and therefore positively impact insurance costs. Employees and dependents on the City’s medical plan continue to utilize City-sponsored medical advisory services. Over the past 3 years, Employees have saved over \$334,000 by making informed decisions regarding medical providers, treatment options, and cost billing.

- *Annual Health Screenings*
- *City Health Fair*
- *Physical Exam*
- *Health and Wellness Classes*
- *Annual Biometric Screening*, which serves as an early warning indicator for high cholesterol and heart disease, diabetes and high blood pressure, the most common health issues facing City of Rowlett employees.

Human Resources Department Mission

Partnering with our employees to ensure a high performing, citizen-centered workforce that values uncompromising commitment, high integrity, personal accountability and exceptional service.



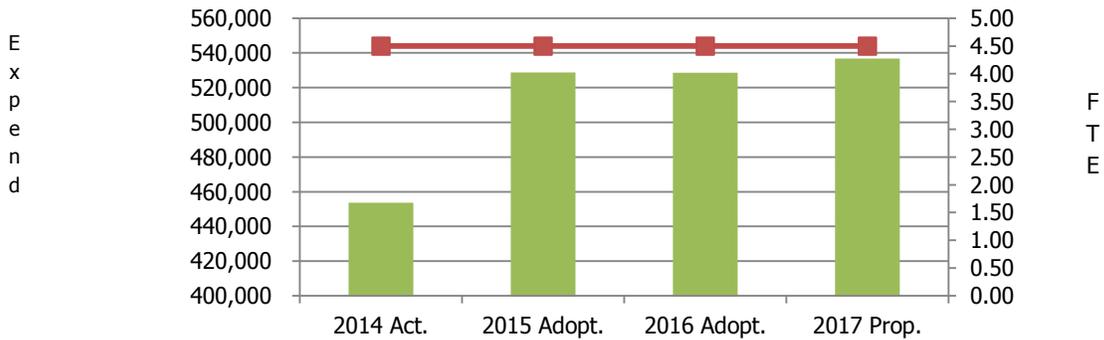
HUMAN RESOURCES

Human Resources Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 345,201	\$ 365,953	\$ 353,953	\$ 373,122	\$ 381,284
Supplies	7,540	5,500	5,500	5,500	5,500
Purchase Services	100,855	157,257	122,257	149,970	149,970
Capital Outlay	-	-	-	-	-
Total	\$ 453,596	\$ 528,710	\$ 481,710	\$ 528,592	\$ 536,754

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Human Resources	\$ 453,596	\$ 528,710	\$ 481,710	\$ 528,592	\$ 536,754
Total	\$ 453,596	\$ 528,710	\$ 481,710	\$ 528,592	\$ 536,754

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Human Resources	4.50	4.50	4.50	4.50	4.50
Total	4.50	4.50	4.50	4.50	4.50



HUMAN RESOURCES

To recruit, engage and support our employees in order to ensure a high-performing, citizen centered workforce that values uncompromising commitment, high integrity & personal accountability, and exceptional service.

- Implemented Year 5 of the City's 5-Year Benefit Strategy
- Emphasized the importance of pursuing medical treatment and filing medical claims through Aetna "in-network" providers in order to mitigate rising medical costs down. As a result, over 95% of City employee and dependent medical claims were managed through the Aetna alliance network.
- Emphasize to our employees the importance of allowing for generic drug substitutions for their prescription pharmaceutical needs. As a result, over 98% of pharmacy claims allowed for "generic drug substitution", dramatically reducing medical costs for the City.
- The average doctor visit cost in the DFW area is approximately \$100. As a result, we implemented and encouraged the use of the Employee Clinic for various acute care conditions such as flu symptoms and earaches. The negotiated price of \$75 with these five Lake Pointe-affiliated doctors saved over \$2,000 in its first year.
- Conducted onsite & offsite biometric screenings to measure hypertension (blood pressure), overweight/obesity rates, and diabetic/pre-diabetic levels for all 299 employees on the City's medical plan—99% participation!
- Smokers cost \$992 more annually and are absent 50% more often than non-smokers. As a result, the City enforced its Tobacco Free Workplace Policy which forbids the use of tobacco products while on city property or on city time.
- Amplified the City's commitment to "Zero Tolerance" policies regarding unlawful discrimination, violating provisions of the Drug Free Workplace, and failures to abide by the City's standards of conduct.
- Implemented a wide variety of wellness- and fitness-related programs throughout the year as part of Year 4 of the Wellness Accountability Program. Events such as the "Step Into Summer" Program, five City-sanctioned 5K run/walks, a Flu Shot clinic and Health Fair helped employees and dependents achieve healthier milestones in 2015!

HUMAN RESOURCES

To recruit, engage and support our employees in order to ensure a high-performing, citizen centered workforce that values uncompromising commitment, high integrity & personal accountability, and exceptional service.

Objective	Performance Measure	Actual 2015	Target 2015	Target 2016
Partner with departments to reduce employee turnover	Decrease % of turnover from 19% to 14%	10.3%	10.0%	15.0%
	Recognize 100% of all employees who reach employment milestones in 5 year increments	100.0%	100.0%	100.0%
	Decrease # of days average position remains unfilled	54.0%	90	60
Ensure Rowlett meets high safety standards for city employees	Reduce number of Worker's Compensation claims by 10%	32	40	35
Implement year 4 of the Employee Benefits Strategy	Conduct 4 quarterly meetings to update employees, review plan performance, and discuss future trends	4	4	4

Rowlett

T E X A S

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Information Technology

11¢
per day



a citizen centered organization

IT provides the foundation for the City of Rowlett's citizen-centered-organization philosophy. Citizens are more tech savvy than ever before and have come to expect a level of customer service found in the private sector. In today's environment, technology is no longer a luxury, it is the

means by which business is conducted. Whether online, over the phone or via email, technology ensures that interaction with the City can happen 24/7 and completely at citizens' convenience.

THROUGH PARTNERSHIPS WITH ALL NINE CITY DEPARTMENTS, IT OVERSEES 80 FILE SERVERS AND OVER 900 DEVICES INCLUDING:



- Desktop computers
- Laptop computers
- In-vehicle computers
- Printers
- Scanners
- Mobile devices
- Telecommunication system
- 911 System



IT also installs, supports and maintains over 220 different software applications including WebQA, enabling City staff to deliver seamless customer service in a timely manner, and the Connect Rowlett phone, text and email alert notification system, which keeps citizens informed about emergencies, traffic situations, special events, trending crimes in specific areas and more.



IT is about to roll out a new Intranet site based on SharePoint

IT FACTS

5,515,510 EMAILS HAVE BEEN FILTERED SINCE APRIL, 2015 .
5,038,470 OF THOSE EMAILS WERE BLOCKED DUE TO VIRUSES, SPAM AND/OR PHISHING SCHEMES.
2,405 INTERNAL IT HELP DESK TICKETS GENERATED THROUGH JUNE OF FISCAL YEAR 2015.

department mission

Delivering technology that is secure and reliable enabling all City departments to meet the needs of our citizens by identifying solutions that provide the highest level of internal and external customer service and value.

Information Technology



six minute response time



IT not only provides technology support to Rowlett's fleet of emergency vehicles, including police, fire and other first responder emergency units, but maintains technology in the 911 Communications Center to ensure the

ability to answer Priority One calls in 10 seconds or less, with emergency services dispatched within 45 seconds.

Through a partnership with IT, a six minute response time to emergencies by first responders is attainable!



secure systems / secure information



The *IT* Department is committed to providing mainstream technology solutions that are in the first third of their life cycle. This ensures that implemented solutions are secure and reliable with a shelf life that provides a measureable return on investment. Coordinating the

technology needs of each department allows the *IT* group to offer a cost effective approach to management while minimizing maintenance expenses. In Fiscal Year 2014, *IT* moved to On-line backup for securing essential data off-site.

In Fiscal Year 2015, IT systems identified and stopped over 703,870 attempted cyber intrusions!



dependable technology



In Fiscal Year 2013, the City had several outages and system failures with its aging technology infrastructure along with a complete failure of its telephone system that prevented staff and customers from contacting each other for three days. After a comprehensive analysis of the entire system, it was determined to have exceeded its reasonable lifespan, parts and service were no longer

available for outdated equipment and City staff was unable to meet its mission of providing reliable, effective services to citizens. Therefore, the City Council allocated \$1.7 million to replace the City's aging, failing technology infrastructure.

A state of the art data center ensures that City staff has a foundation for execution and an enhanced ability to improve service delivery to the citizens of Rowlett.

11¢
per day

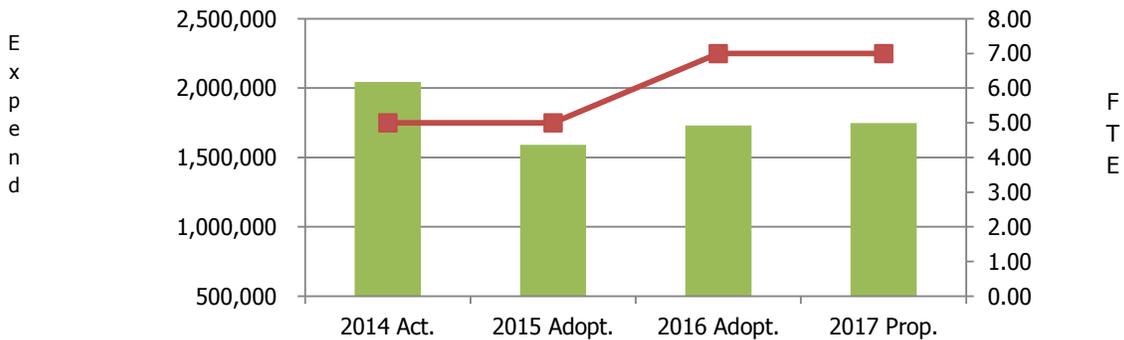
INFORMATION TECHNOLOGY

Information Technology Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 447,206	\$ 457,595	\$ 509,262	\$ 594,827	\$ 612,399
Supplies	83,885	15,187	15,187	17,237	17,237
Purchase Services	1,138,675	1,106,621	1,081,621	1,105,876	1,105,876
Capital Outlay	375,828	12,792	12,792	12,792	12,792
Total	\$ 2,045,594	\$ 1,592,195	\$ 1,618,862	\$ 1,730,732	\$ 1,748,304

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Information Tech.	\$ 2,045,594	\$ 1,592,195	\$ 1,618,862	\$ 1,730,732	\$ 1,748,304
Total	\$ 2,045,594	\$ 1,592,195	\$ 1,618,862	\$ 1,730,732	\$ 1,748,304

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Information Tech.	5.00	5.00	7.00	7.00	7.00
Total	5.00	5.00	7.00	7.00	7.00



INFORMATION TECHNOLOGY

The Information Technology Department is committed to providing enterprise solutions, leadership and IT services to staff in support of the City's mission to serve the citizens of Rowlett, Texas.

- Serving all City departments and facilities located throughout the City of Rowlett, the Information Technology (IT) department oversees 80 servers and over 900 devices including, desktops, printers, mobile devices, and a telephone system.
- IT installs, supports and maintains over 220 different software (on-site and Cloud) applications.
- IT continues to implement a complete system rebuild including the City network, servers and storage systems.
- IT recently implemented Office 365 and is rolling out SharePoint Online.
- Coordinating the acquisition and implementation of 40+ additional department-specific applications and assorted technology projects.
- Coordinating training for users and IT staff.

INFORMATION TECHNOLOGY

The Information Technology Department is committed to providing enterprise solutions, leadership and IT services to staff in support of the City’s mission to serve the citizens of Rowlett, Texas.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
NETWORK ADMINISTRATION: Maintain high level of reliability for the City’s technology network with minimal service disruption	Up-time current firmware updates	99%	99%	99%
SYSTEMS ADMINISTRATION: Maintain high level of reliability for the City’s technology file servers with minimal service disruption	Current and patched operating systems including enterprise software	99%	99%	99%
TELEPHONY: Maintain high level of reliability for the City’s telephone system with minimal service disruption	City phone system down time occurrences	1	0	0
CYBER SECURITY: Maintain a safe and secure computing environment	Network impacted by virus or malware occurrences; 100% stop or prevent	5	0	0

Rowlett

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Library

On an average day, **554** of your friends and neighbors **visit** the Rowlett Public Library!



7¢
per day

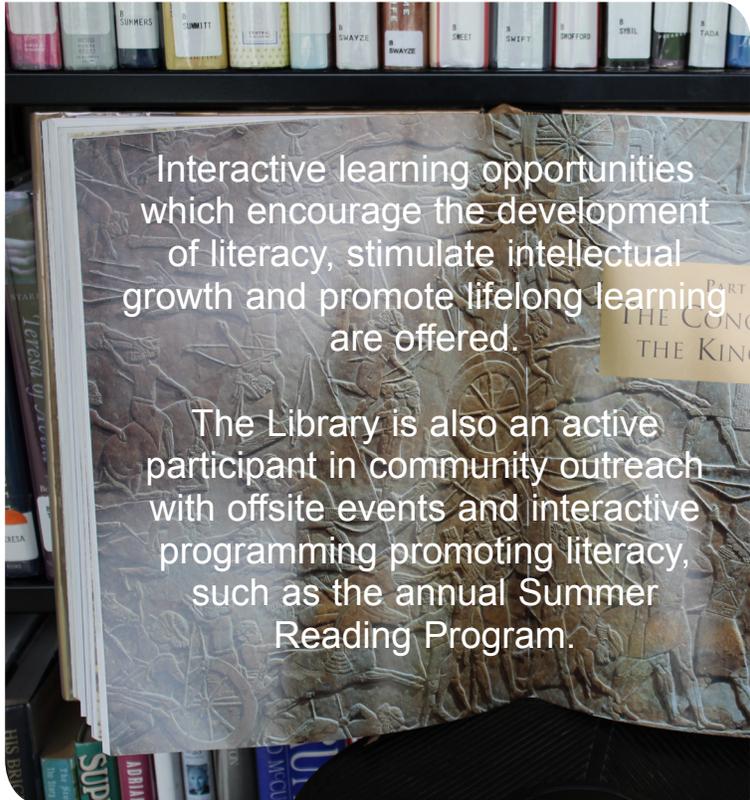
AWARD
WINNING
LIBRARY

In 2014, for the **10th consecutive year**, the Library was a recipient of the **Achievement of Excellence in Libraries Award** from the Texas Municipal Library Directors Association.



Of the 555 public libraries in the state of Texas, only 39 received this award.

Literacy



Interactive learning opportunities which encourage the development of literacy, stimulate intellectual growth and promote lifelong learning are offered.

The Library is also an active participant in community outreach with offsite events and interactive programming promoting literacy, such as the annual Summer Reading Program.



Almost 4,515 people participated in 2014 Summer Reading Program, reading for 14,427 hours!

Volunteerism



Teens, adults and senior citizens enjoy the many opportunities offered to “give back” to their community. Volunteers meet new people, acquire new skills, occupy free time and become part of the “Library Team”.

**In Fiscal Year 2014,
Library volunteers donated
2,609 hours saving taxpayers \$61,051!**



**In Fiscal Year
2014, 30,447
citizens utilized
Library public
computers**

Technology Education

Eight public computers and four AWE Early Literacy Stations, along with a variety of educational programming, provide opportunities for citizens to improve their technological literacy and skills.

**Entertainment
93,061 Items Available!**

- Hardcover, paperback and large print books for adults, teens & tweens, toddlers and babies.
- Magazines and newspapers.
- Audiobooks.
- DVDs & Music CDs.
- eBooks & eMagazines.
- Online resources such as the Chilton Library, Dear Reader Book Club, JOBView and World Book Encyclopedia.

**In Fiscal Year 2014,
12,645 Library cardholders
borrowed 293,992 items!**

Economic Stability

GED and English as a Second Language tutoring programs contribute to the community’s economic stability by ensuring citizens have the education necessary to qualify for employment opportunities and enjoy success in life!

Libraries Change Lives!

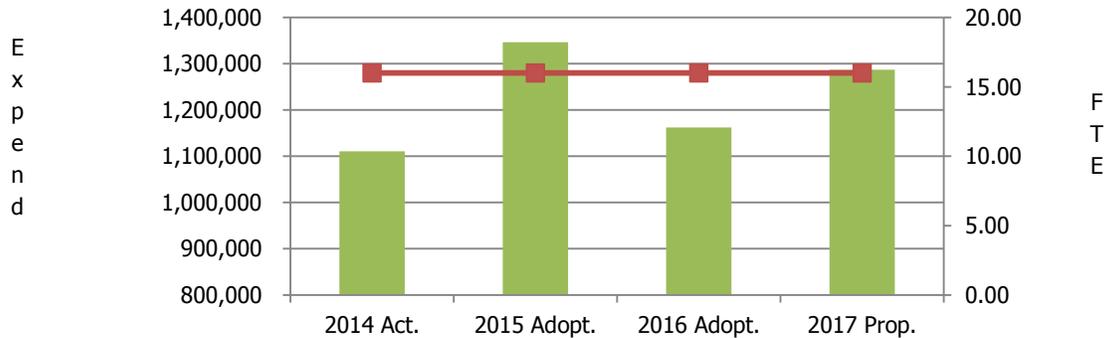
LIBRARY

Library Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 832,592	\$ 864,481	\$ 850,481	\$ 867,321	\$ 892,173
Supplies	173,796	173,728	173,728	202,582	202,582
Purchase Services	104,053	308,496	183,496	92,421	192,421
Capital Outlay	-	-	-	-	-
Total	\$ 1,110,441	\$ 1,346,705	\$ 1,207,705	\$ 1,162,324	\$ 1,287,176

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Library	\$ 1,110,441	\$ 1,346,705	\$ 1,207,705	\$ 1,162,324	\$ 1,287,176
Total	\$ 1,110,441	\$ 1,346,705	\$ 1,207,705	\$ 1,162,324	\$ 1,287,176

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Library	16.00	16.00	16.00	16.00	16.00
Total	16.00	16.00	16.00	16.00	16.00



LIBRARY

Rowlett Public Library serves as a vital community center to provide free access to information for all people: *Enriching, Educating & Entertaining.*

- Promoted use and streamlined access to online resources and downloadable digital media through the new Apollo Library catalog.
- Launched downloadable eMagazines through Zinio.
- Moved GED classes to City Hall and the Rowlett Community Center, co-locating in space shared with the ESL program.
- Employed a variety of marketing and promotional means to publicize the Library's May closure and relocation to 5702 Rowlett Road.
- Hosted 1,200 visitors during Friends of the Rowlett Public Library's "Happy Trails" event on April 11, in celebrating our rich history at 3900 Main Street.
- Relocated furnishings, equipment, and 90,000 physical volumes to the new location, reopening to the public on June 1st.
- Served nearly 1,500 visitors on-site during June 8, Summer Reading Program Kickoff Day; performer and teen programs, movies, and Family Saturday activities were held at the RCC.
- Received tenth consecutive award for "Achievement of Excellence in Libraries" from the Texas Municipal Library Directors Association.
- Received accreditation as a fully qualified member of the Texas Library System for State Fiscal Year 2015, enabling residents to benefit from Library eligibility for grants, subsidies, and statewide resource sharing programs.
- As a popular materials center, circulation of all holdings (print, media, and downloadable digital items) neared 300,000 transactions in FY2015.

LIBRARY

Rowlett Public Library serves as a vital community center to provide free access to information for all people. Enriching, Educating & Entertaining

Objective	Performance Measure *	Actual 2014	Target 2015	Target 2016
Ensure that the Library fulfills its role as a popular materials center.	Increase use of in-library materials	376,367	400,000	500,000
	Increase use of online resources	17,901	16,500	20,000
Engage more citizens in use of the Library.	Increase number of active library cardholders	12,645	15,300	12,300
Expand use of the Library facility and online services.	Increase number of physical Library visits	167,865	180,000	180,000
	Increase number of virtual Library visits	42,941	46,500	46,250

***Commentary:** With a month-long closure and relocation of the Library to 5702 Rowlett Road, no projected changes are being assumed. Results were only tracked in the 2015 fiscal year. Measures for 2016 are based on three months in place (June, July & August) at the Library's new location.

Rowlett

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PARKS & RECREATION

THE CITY OF ROWLETT

Rowlett is a Tree City USA. The Parks & Recreation Department cares for, maintains and replaces our community's trees. This keeps Rowlett cool in

Air Quality

the summer and keeps the air clean, reducing the health issues that result in communities with air pollution issues.

Tourism

Paddle Point Park is #29 on the State of Texas Parks & Wildlife

Department's Paddling Trail list, bringing kayak and canoe enthusiasts into Rowlett from all over Texas.

Year-round special events held downtown offer free opportunities for families to gather and celebrate each other and our unique community.

Home Values

Rowlett has 30 current and future parks, walking trails and green spaces. A study by Texas A&M states that homes near parks may have an increase in value of up to 20%!

Water Quality

City parks help control water runoff, erosion and pollution effects of properly managed water detention and flood control systems.

25¢ per day!

Juvenile Crime Prevention

The Parks and Recreation Department offers sports leagues, open gym play at the Community Centre and after school programming. This programming decreases the juvenile crime activity impacting our community, regardless of whether we have children in our households or not. For example, the *While You Wait* afterschool program offered at Coyle Middle School has drastically reduced the number of children loitering in downtown after school each day.

“We appreciate that the partnership between the Police Department and the Parks and Recreation Department has drastically lowered the instances of disturbance calls after school.”

Police Chief Mike Brodnax

The Rowlett Community Centre offers a full-service fitness center and dozens of convenient classes for all ages, toddlers to senior citizens.

With 30 current and future parks, walking trails and green spaces Rowlett residents have an abundance of opportunities to get outside. This has clearly been shown to benefit health, from stress and depression to childhood and adult obesity.

Walk or bike on trails around the City including the American Heart designated Heart Healthy Trail in Pecan Grove Park, the Nature Trail on Miller Road and around the pond in Springfield Park.

Health Benefits

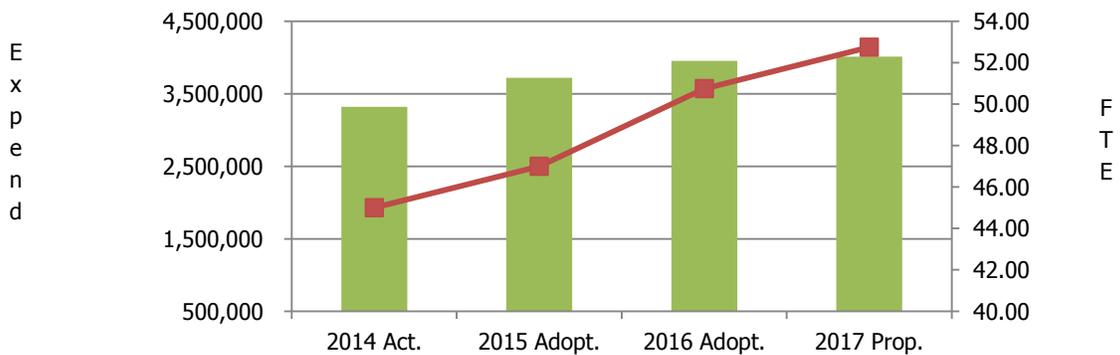
PARKS AND RECREATION

Parks and Recreation Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 1,597,358	\$ 1,736,395	\$ 1,736,395	\$ 1,907,537	\$ 2,004,851
Supplies	292,376	331,260	331,260	335,972	335,972
Purchase Services	1,332,321	1,355,642	1,280,642	1,555,622	1,495,622
Capital Outlay	97,153	296,807	296,807	154,256	177,565
Total	\$ 3,319,208	\$ 3,720,104	\$ 3,645,104	\$ 3,953,387	\$ 4,014,010

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Parks Administration	\$ 303,779	\$ 267,148	\$ 267,148	\$ 331,748	\$ 279,341
Parks Maintenance	1,724,160	2,167,361	2,092,361	2,125,814	2,222,972
Recreation	881,499	794,688	794,688	967,983	982,273
Wetzone	409,770	440,077	440,077	437,012	438,594
Special Events	-	50,830	50,830	90,830	90,830
Total	\$ 3,319,208	\$ 3,720,104	\$ 3,645,104	\$ 3,953,387	\$ 4,014,010

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Parks Administration	3.00	3.00	3.00	3.00	3.00
Parks Maintenance	12.00	14.00	14.00	16.00	18.00
Recreation	9.30	9.30	9.30	11.05	11.05
Wetzone	20.70	20.70	20.70	20.70	20.70
Total	45.00	47.00	47.00	50.75	52.75



PARKS AND RECREATION

To create an opportunity to serve citizens with integrity and competence through proper management of city parks, open space, facilities and amenities enhancing and promoting the “Quality of Life” for the citizens of our community by promoting tourism, tax benefits, air & water quality, health benefit services and juvenile crime prevention.

- **Air & Water Quality:** Tree City USA Program, trees maintained, cared for or replaced annually. This keeps the community cool during the hot Texas summers and keeps the air clean so that we stay away from the air pollution issues that plague larger cities.
- **Tourism:** Parks and Recreation Department contributes to tourism dollars through Downtown Special Event Series, Special Use Parks such as Paddle Point Park, Rowlett Community Centre memberships and programs, and Wet Zone Waterpark.
- **Juvenile Crime Prevention:** Parks and Recreation Department serves as an extension of the Rowlett Police Department, offering leagues, open gym and after school programs for youth of all ages. These decreases the negative juvenile activity that impacts all of us whether we have children or not. Several examples includes after school leagues at the Rowlett Community Centre and “While you Wait” at Coyle Middle School.
- **Health Benefits Service:** The presence of green spaces has clearly been shown to provide health benefits. Conditions affecting overall health include stress, depression, obesity and emotional disorders. We have 30 locations (parks) that provide green spaces and walking trails. Parks and Recreation also offers the Rowlett Community Centre where residents and non-residents alike can enjoy indoor healthy activity options including a fitness area, basketball gyms, racquetball courts or a walking track.
- **Property Tax Benefits:** A recent study from Texas A&M University states that properties that abut next to a park may have as much as a 20% increase in tax valuation over a similar house that may be in excess of 600 feet from the park.
- **Parks Maintenance:** The department has taken measures to ensure our citizens receive the best value for their tax dollars. One method of doing so is by implementing park maintenance standards in your park system. The Parks Maintenance Standards we utilize ensure we are using “Best Practices” in the care and maintenance of your parks facilities. To help meet these standards we have staff that hold professional certifications and licenses such as Certified Playground Safety Inspectors and Licensed Irrigator.
- **Parks Improvements:** We are responding to our citizen’s needs by installing shade structures in our playgrounds. Since 2014 we have installed two shade structures over playgrounds in Kenwood Heights Park and Isaac Scruggs Park. In FY 2016 we will have playground shade structures installed at Community Park and at Kids Kingdom.

PARKS AND RECREATION

To create an opportunity to serve citizens with integrity and competence through proper management of city parks, open space, facilities and amenities enhancing and promoting the “Quality of Life” for the citizens of our community by promoting tourism, tax benefits, air & water quality, health benefit services and juvenile crime prevention.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Offer health benefit services to the community by increasing the total number of visits at the Rowlett Community Centre	% change in number of visits projected compared to the same period of time in the previous year	9.50%	2%	5%
	% change in number of Rowlett Community Centre Memberships projected compared to the same period of time in the previous year	n/a	2%	2%
Promote tourism through the Downtown Event series	# of participants	33,060	33,650	38,150

Rowlett

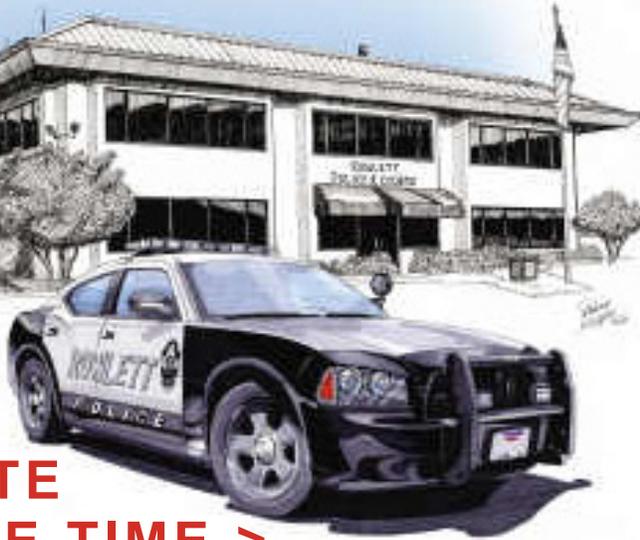
T E X A S

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POLICE

> **71¢**
per day



SIX MINUTE RESPONSE TIME >

The Rowlett Police Department maintains a six minute or less response time to all Priority One calls for service, providing a rapid response to emergencies. These calls are answered in 10 seconds or less, with emergency services dispatched within 45 seconds, by Communications Officers, every one of which is Emergency Medical Dispatch certified.

The Police Department is working hard to make Rowlett the "Safest City in America" through extensive training, a professional appearance and demeanor, by utilizing the most current crime-fighting technology and establishing positive relationships with citizens, businesses and schools.



CRIMINAL APPREHENSION = SAFE NEIGHBORHOODS >

The Police Department will conduct a minimum of 1,500 warrant services per year, allowing the Warrant Division to maintain a 60% clearance rate for warrants issued within a fiscal year.



Every sworn officer proactively pursues warrant recovery.



JUSTICE! >

Detectives are an advocate for the community by identifying, arresting and bringing offenders to prosecution.

Criminal Investigations will work with all divisions of the department and neighboring agencies to detect, identify and target offenders in order to maintain a 67% clearance rate of all cases reported.



PROTECTING PROPERTY VALUES

Property values are maintained and the appearance, cleanliness and safety of our community is enhanced through proactive **Code Enforcement**. Every City of Rowlett employee is responsible for observing and reporting code violations.

60% of code violations are identified by Code Enforcement staff.

The City now has a 94% average compliance rate!



ANIMAL WELFARE

The Rowlett Animal Shelter maintains an extraordinarily high **99% live release rate**, the national average is 34%, reuniting pets with their families and placing “new best friends” in their forever homes!

A SAFE COMMUNITY THROUGH CITIZEN PARTNERSHIPS >

Participation in the successful Crime Watch program is at an all-time high with 33 groups working in partnership with the Police Department to eliminate crime in their neighborhoods.

2014 National Night Out was extremely successful, with 20 neighborhoods holding events. A partnership with the Public Works and Fire Rescue departments ensured every neighborhood was visited by all manner of emergency service and construction vehicles and personnel!



Rowlett Police Department Mission

We at the Rowlett Police Department are committed to enhancing our relationship with our community through citizen engagement and aggressive crime prevention, which will promote a safe community that enhances the quality of life for all.



PROTECTING COMMUNITY HEALTH >

From proactively testing for mosquitoes infected with the West Nile Virus, to monitoring area swimming pools and ponds, to regularly inspecting every restaurant, school, church and daycare kitchen in Rowlett to ensure safe food handling procedures are in place, the **Environmental Health Officer protects the health of our community every day.**

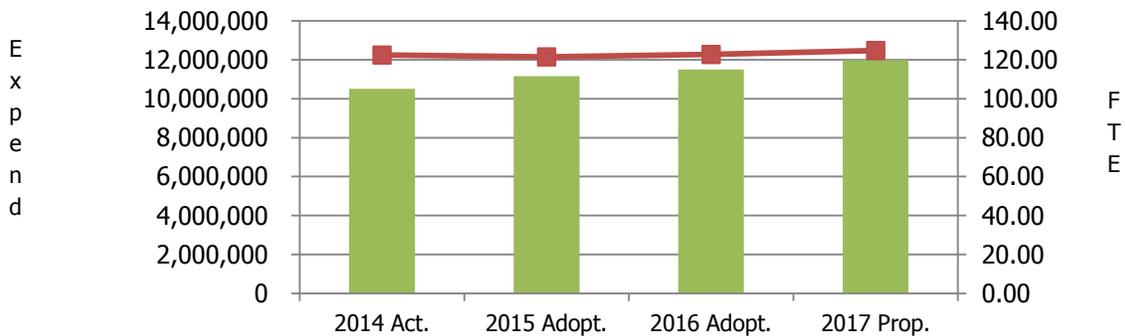
POLICE

Police by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 9,403,937	\$ 9,778,434	\$ 9,500,434	\$ 10,014,218	\$ 10,442,967
Supplies	352,498	378,493	348,493	409,085	454,085
Purchase Services	746,030	758,075	742,575	784,850	784,850
Capital Outlay	-	250,000	484,295	287,500	300,000
Total	\$ 10,502,465	\$ 11,165,002	\$ 11,075,797	\$ 11,495,653	\$ 11,981,902

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Police	\$ 9,533,254	\$ 10,248,240	\$ 10,214,035	\$ 10,527,292	\$ 10,990,771
Animal Services	446,321	483,754	438,754	455,521	464,911
Environmental Services	522,890	433,008	423,008	512,840	526,220
Total	\$ 10,502,465	\$ 11,165,002	\$ 11,075,797	\$ 11,495,653	\$ 11,981,902

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Police	110.00	110.00	110.00	111.25	113.25
Animal Services	6.50	6.50	5.50	5.50	5.50
Environmental Services	6.00	5.00	6.00	6.00	6.00
Total	122.50	121.50	121.50	122.75	124.75



POLICE

We at the Rowlett Police Department are committed to enhancing our relationship with the community through citizen engagement and aggressive crime prevention, which will promote a safe community that enhances the quality of life for all.

- **3rd Annual Youth and Teen Police Academy** – The academies are one week programs designed to give the youth and teens of Rowlett a working knowledge of the Rowlett Police Department. The classes provide an overview of the various areas of law enforcement, including SWAT, Crime Scene Investigation, Patrol, First Aid, Defensive Tactics and Courtroom Procedures. The Youth Academy is open to students currently enrolled in 4th – 6th grade and the Teen Academy is open to students currently enrolled in 7th – 11th grade.
- **10th Annual Bike Rodeo & Safety Fair** – In conjunction with the City’s Touch-a-Truck Event, the Police Department held this always-popular, fun, free family event designed to teach kids the importance of bicycle safety and the traffic laws that apply to bicycles on the roadway in May, 2015.
- **National Night Out** – The 31st Annual National Night Out was a great success! A total of twenty-one Crime Watch Groups participated in this event and another great turnout is expected in this year’s NNO, which will be held on Tuesday October 6th. Each year, over 38 million participate in NNO nationwide.
- **National Prescription Take Back Day** – This was a collaborative effort between state and local law enforcement agencies coordinated by the Drug Enforcement Agency (DEA) focusing on removing potentially dangerous controlled substances from medicine cabinets. This one-day effort brought national focus to the issue of pharmaceutical controlled substance abuse. Each year, the Rowlett Police Department collects almost 400 pounds per year on average. The next event will be held on Saturday September 26th.
- **Citizen’s Police Academy (CPA)** – The CPA is an exciting 11-week course held one night per week designed to help residents better understand what a police officer encounters while on duty and how the different divisions of the Police Department operate. The CPA also includes hands-on instruction in the use of police firearms and a driving course where students are able to drive a police squad car. CPAs are held in the spring and fall with over 40 residents graduating every year. This fall will mark the beginning of the police department’s 36th CPA class.

- **Quality Standards for Fitness Assessments** – The Police Department is committed to improving individual physical fitness and wellness. The department purchased several new items of fitness equipment and began posting items related to physical fitness and health on a large bulletin board in the exercise room. The department allows employees to exercise and participate in fitness programs while at work. The department has also contracted with Huguley Fitness Assessment Center to conduct medical/health screenings of sworn officers. In 2015, Ninety percent of the sworn officers who participated in the assessment received an overall score of “Superior.” The department has also completed the construction of an obstacle fitness course for sworn officers. The obstacles are all job specific and are used to determine if officers are in adequate physical condition to safely perform their jobs.
- **Paperless Crash Reports** – This year, Crash Reports (Accident Reports) are completely paperless! With the upgrade of Brazos Ticket Writer/Crash Report Software, Officers can complete crash reports electronically, allowing citizens to obtain copies of their Crash Reports online.
- **New 9-1-1 System** – A new, Next Generation 9-1-1 system was installed and cutover in July. This new system, pending new circuits at NCTCOG, will allow for IP delivery of 9-1-1 calls, with pictures, text, and streaming video capabilities in the near future. With this system came a new map that includes maps of all cities in the NCTCOG region, giving Communications further tools to respond to requests from officers in the field.
- **Texas Department of Transportation (TXDOT) Audit** – The Police Department is the recipient of a TXDOT grant that primarily focuses on traffic safety. A condition of the grant is a yearly audit conducted by a TXDOT representative. This year’s audit was held in June. The auditor reviewed all of the department’s current policies and procedures regarding the maintenance of the grant and verified various, random records and files to ensure accuracy and consistency. The Police Department successfully passed the annual audit with a 100% compliance rating with no negative remarks or concerns.
- **Animal Control continues to maintain a 90% or better Live Release Rate (National average is 30%)** – This is possible due to a motivated, compassionate, and caring Shelter Staff, Petfinder and Adoptapet utilization, City’s web page, Everbridge Notifications, partnering with Friends of Rowlett Animals (FRAS) and public entities, and fostering partnerships.
- **Partnerships** – In order to maintain a high live release rate, Animal Services partners with many rescue groups to place animals. Among the groups are: Astasia’s Angels Animal Rescue, House of Meows, Legacy Boxer Rescue, DFW Purebred and Domestic Cat Rescue, Angels and Outlaws Rescue, City of Murphy and City of Plano.
- **Adoption Events** – Animal adoption events are held quarterly and special low cost events are often announced when the Animal Shelter is at capacity.

- **Proactive Sweeps** – Code officers identify at least four (4) areas in the City that may require additional attention. Four (4) proactive sweeps have been conducted in FY2015 and have yielded over 90% voluntary compliance while identifying over 500 violations.
- **VIPS** – Volunteers in Police Services (VIPS) are citizens who want to give back to the community by assisting the Rowlett PD with support and resources. We currently have 37 VIPS members. Participants in VIPS must complete the Citizen’s Police Academy (CPA). Currently our VIPS assist with administrative police functions, handicap parking violations, holiday safety patrols, vacation house watches and code enforcement. VIPS volunteer hours are expected to reach near 4,000 in FY 2015!
- **Solid Waste Contract** – Waste Management (WM) was selected to be the solid waste provider for the City of Rowlett in 2012. Waste Management provides weekly trash and recycling collection service to every home and business in the City. In addition, weekly brush, bulky item and cardboard pickup service is available with no call-in required to our residential customers. Bi-annually, Community Services host a luncheon for the drivers and crews biannually to recognize them for excellent customer service. Each recognized WM employee receives a letter of commendation from Chief Brodnax along with a police coin.

POLICE

We at the Rowlett Police Department are committed to enhancing our relationship with our community through citizen engagement and aggressive crime prevention, which will promote a safe community that enhances the quality of life for all.

Objective	Performance Measure	Actual 2014	Actual 2015	Target 2016
Respond to Priority One calls in 6 minutes or less.	Respond to 90% priority one calls within 6 minutes of being dispatched.	4:47	4:30	6:00
Advocate for the citizens of Rowlett by identifying, arresting, and bringing offenders to prosecution	Conduct 10,200 neighborhood patrols per year	12,508	12,324	10,200
	Maintain a 67% clearance rate (identify suspects) of all cases reported	70%	67%	67%
Provide excellent police services by proactively pursuing warrant recovery.	The Warrant division will maintain a 60% clearance rate for warrants issued.	27%	80%	60%
Maintain the success of our high animal adoption rate by holding preplanned adoption events, working closely with FRA's, adopting and rescue organizations to find homes for abandoned and unwanted animals	Number of adoption events held	4	4	4
	Percentage of live release rate	97%	98%	85%
Continue proactive code enforcement with the assistance of patrol officers to maintain a high volume of voluntary compliance.	% of voluntary compliance	92.0%	93%	90%
	% of proactive cases by code	71%	65%	50%
Continue to improve and enhance the service and quality of life for our citizens and create a safer environment by conducting neighborhood sweeps.	# of sweeps conducted	4	4	4
	Total number of cases	9,915	8,719	10,000

Rowlett

T E X A S

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Public Works

Providing dependable, invisible quality of life and the foundation for all other City services, our goal is to be taken for granted!

36¢
per day

Safe and Smooth Streets

The street and alley infrastructure that supports all facets of transportation is built, maintained and repaired along with managing the daily “24/7” safe and efficient movement of traffic throughout the City. Funding provided through the **Community Investment Program (CIP)** allows for the design and construction of public improvements which are delivered safely, within budget and on time for the good of the community, now and for the future.



Public Works maintains
636 miles of pavement.

The Merritt Road Paving, Drainage, Water and Sanitary Sewer Project was recognized by the Texas Public Works Association as the 2014 Public Works Project of the Year in the Transportation Category for projects in the \$5-15 Million Category!

The **Pavement Condition Index (PCI)** process analyzes and grades pavement to determine whether it will benefit from preventative maintenance and allow us to “keep the good streets good” or if it warrants more in depth repair. Flaws such as cracks and broken pavement are entered into a software program called Micro Paver, which helps establish the PCI by deducting points based on the number of entries from the beginning to the end of a street or alley. With that PCI, a preventative maintenance, minor, or major rehabilitation decision is made.

Preventative Maintenance Methods

Crack Seal – similar to a homeowner caulking window seals around the house to keep moisture out.

Foam Injection – similar to repairing a home’s foundation.

Minor Pavement Rehabilitation

Isolated concrete slabs or sections are removed and replaced.

Major Pavement Rehabilitation

Complete removal and replacement.



Public Works maintains 255 miles of pipeline delivering 2.65 billion gallons of water annually.

Water!

With an aging utility infrastructure and limited resources, the point of doing more with less has come and gone; now it comes down to re-engineering and re-evaluating how and why we do things. Utilizing funding provided by a 2012 water rate increase will ensure that the antiquated systems we own and manage as a community today will build in the redundancies and reliability needed to minimize future disruption to water and sewer service. Employing new technologies like pipe bursting, upgraded supervisory control and data acquisition systems, backup power, among many other initiatives, is solidifying Rowlett's Utility system.

Safe Travels

Signals

The Traffic Division operates, maintains and services a total of 26 signalized intersections, 14 school zone lights, and four emergency signals.

Signs

Rowlett owns and maintains 6,000 signs, whose placement and replacement are determined by new construction, condition of existing signs and engineering standards. These include stop signs, yield signs, street name signs, directional signs, parking signs...just to name a few!



TRAFFIC

SIGNALS
SIGNS
MARKINGS



Public Works maintains 196 wheeled units.

Well Maintained Fleet

Six Minute Response Time

With limited resources the Fleet Services division has perfected the art of doing "more with less". Providing an unprecedented level of dealership-quality service not only ensures Rowlett's public safety and first responders can do their jobs with complete confidence in the vehicles that convey them, but is critical in maintaining their six-minute response time as well.

Public Works Mission: To provide quality services (Streets, Utilities, Development, & Fleet Services) with the least disruption to our community.

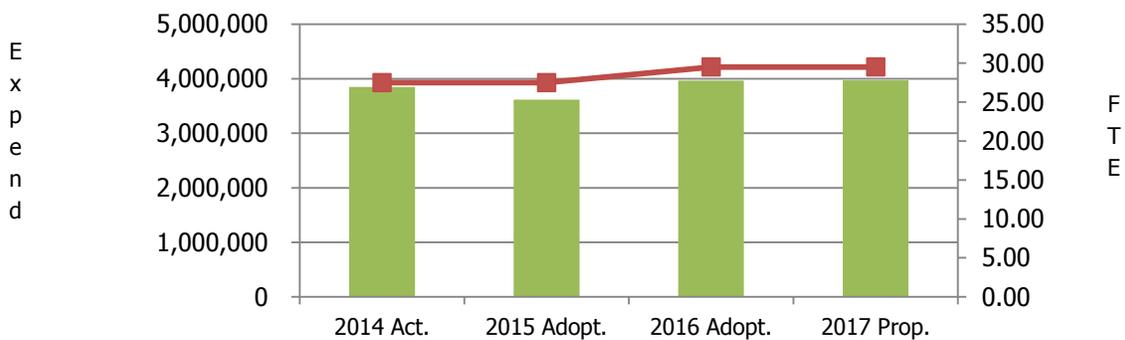
PUBLIC WORKS

Public Works Department by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 1,787,134	\$ 1,575,954	\$ 1,513,954	\$ 1,838,302	\$ 1,893,126
Supplies	412,039	445,809	445,809	463,965	455,385
Purchase Services	1,404,876	1,343,342	1,324,749	1,391,260	1,391,260
Capital Outlay	244,382	250,000	306,000	269,731	234,161
Total	\$ 3,848,431	\$ 3,615,105	\$ 3,590,512	\$ 3,963,258	\$ 3,973,932

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Facilities	\$ 687,460	\$ 717,050	\$ 717,050	\$ 716,283	\$ 727,917
Public Works Admin.	704,858	341,181	389,181	676,354	622,294
Streets	1,647,617	1,726,747	1,684,747	1,764,052	1,790,849
Vehicle Services	808,496	830,127	799,534	806,569	832,872
Total	\$ 3,848,431	\$ 3,615,105	\$ 3,590,512	\$ 3,963,258	\$ 3,973,932

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Facilities	7.00	7.00	7.00	7.00	7.00
Public Works Admin.	4.50	4.50	6.50	6.50	6.50
Streets	13.00	13.00	13.00	13.00	13.00
Vehicle Services	3.00	3.00	3.00	3.00	3.00
Total	27.50	27.50	29.50	29.50	29.50



PUBLIC WORKS

To ensure that the City's infrastructure meets or exceeds minimum standards as evaluated through the national standards, and that all work performed in the community is done in such a way as to cause the least disruption in service to our citizens.

- Continue to deliver reasonable turnaround times with a 98:1 FTE mechanic: rolling stock ratio.
- Continue to illustrate "right-sizing" exercise and confirm fuel savings initiative is an effective strategy for the City.
- Completed multiple Alley Reconstruction Projects city-wide.
- Completed Merritt Road Landscaping project.
- Completed Westwood Circle Drainage Project.
- Completed several webinars for training staff (multiple topics).
- Completed the traffic signal at Princeton Road and Liberty Grove Road.
- Completed initial self-assessment training in preparation for pursuing accreditation; formed review teams for all functional areas of review; commenced self-assessment process.
- The standard construction details were adopted in January of this year.
- Annual Pavement Stabilization Program: Stabilized 87 locations which is equivalent to 1.0 lane miles.
- Annual Asphalt Overlay Program: Overlaid and rehabilitated 5.42 lane miles of asphalt roadways. Dallas County funded \$150,000 of the construction cost for Liberty Grove Road, Dalrock Road and Chiesa Road. The City funded 100% of the construction cost on the following roadways. Shoreline Drive, Edgewater Drive, Smart Street and Stone Meadow Circle.
- Annual Concrete Repair Program: Improved 5.0 lanes miles of streets; a total of eight different locations.
- 50/50 Sidewalk Program: 98 property owners participated in the program to include installation of 5,503 linear feet of sidewalk. The participation rate of the program is currently 41%.
- Assisted with moving Library and the Chamber Building.

PUBLIC WORKS

To ensure that the City’s infrastructure meets or exceeds minimum standards as evaluated through the national standards, and that all work performed in the community is done in such a way as to cause the least disruption in service to our citizens.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Provide quality road infrastructure and maintenance programs for our community (Continuous PCI assessment and identification of road segments: 25% annually)	% of roads with PCI > 60	75	77	77
		82%	85%	85%
Provide responsive service to customer requests and inquiries within prescribed parameters (Response times: severe potholes 2-days; stop signs down two hours; traffic signals 2 hours)	Reliability response time	76.0%	95%	95%

Rowlett

T E X A S

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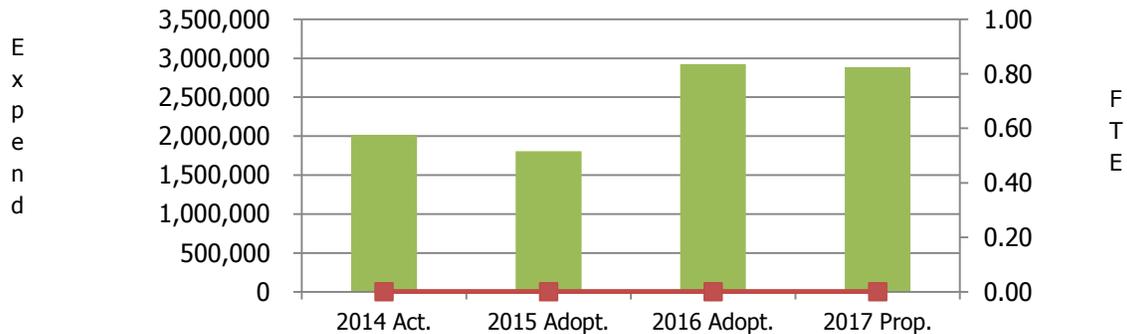
NON-DEPARTMENTAL

Non-Departmental by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ -	\$ (500,000)	\$ -	\$ 104,157	\$ 104,157
Supplies	6,312	5,500	5,500	5,500	5,500
Purchase Services	733,417	734,412	731,826	850,484	773,298
Capital Outlay	21,696	-	-	-	-
Transfers Out	1,256,718	1,565,976	1,565,976	1,963,901	2,002,189
Total	\$ 2,018,143	\$ 1,805,888	\$ 2,303,302	\$ 2,924,042	\$ 2,885,144

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Non-Departmental	2,018,143	1,805,888	2,303,302	2,924,042	2,885,144
Total	\$ 2,018,143	\$ 1,805,888	\$ 2,303,302	\$ 2,924,042	\$ 2,885,144

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Non-Departmental	-	-	-	-	-
Total	-	-	-	-	-



NON DEPARTMENTAL

- Non-departmental program accounts for certain General Fund expenditures that do not clearly fit under the responsibility of any single City department.
- A vacancy savings allowance is budgeted in non-departmental to ensure that personnel costs are not budgeted excessively based on an analysis of historic turnover.
- Citywide insurance costs, including auto, fire and casualty, professional liability and all other non-personnel related insurance costs are budgeted in non-departmental
- Non-departmental provides for payment of services including city attorney services, appraisal fees, property tax attorney fees, and collection agency fees for delinquent accounts.
- Financial support for Keep Rowlett Beautiful is budgeted in non-departmental.
- Financial support for the Rowlett Citizen Corps and Fire Explorers program is budgeted in non-departmental.
- Non-departmental budgets for air quality testing near the landfill.
- Costs associated with downtown holiday decorations are funded in non-departmental.
- A lease payment for energy conservation equipment throughout city buildings is budgeted in non-departmental.
- A transfer to provide cash funding for capital improvements is budgeted in non-departmental.
- A transfer from the General Fund to support economic development strategies and initiatives in the Economic Development fund is budgeted in non-departmental.

ECONOMIC DEVELOPMENT

1¢
per day

A Community Transformation Underway

Since the adoption of *Realize Rowlett 2020* in Fiscal Year 2012, Economic Development in Rowlett has:

> Experienced over \$84.1 million in private investments.

> Focused on growing the commercial sales tax base resulting in a 7% year over year growth.

> Focused on diversifying housing choices. City Council adopted the Realize Rowlett 2020 Form Based Code, which allowed for the New Neighborhood and the Urban Village Zoning Districts.

> Focused on local job creation resulting in approximately 1,400 new employment opportunities.

> With \$1.5 billion in private investment, a community transformation is underway. The investments that are being made will greatly enhance the attraction of new development and create a “sense of place.”

ECONOMIC DEVELOPMENT 1¢ per day

“Consultant Quality” Services

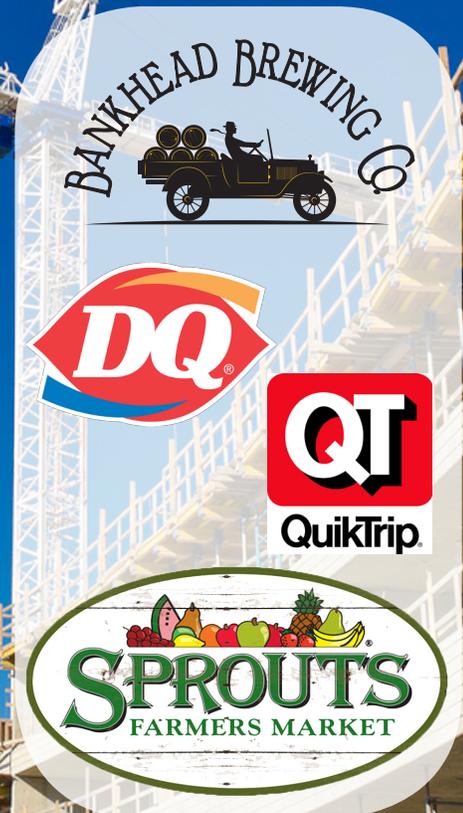
A strong commitment to providing “Consultant Quality” information and assistance to the development community has been fostered...from a project’s inception to it’s completion.

Strategic Partnerships

➤ Creating Rowlett’s “sense of place” through participation in marketing efforts locally, regionally and nationally to bring the right businesses to ensure their success.

➤ Fostering strong relationships with the development and brokerage community to enhance private investment through existing business expansion and attraction of new business.

➤ *By June in Fiscal Year 2015, Rowlett welcomed 86 new businesses*



Economic Development Department Mission

To foster private and public investment through strategic partnerships to enhance and diversify Rowlett’s tax base to ensure sustainability while promoting the Realize Rowlett 2020 vision.



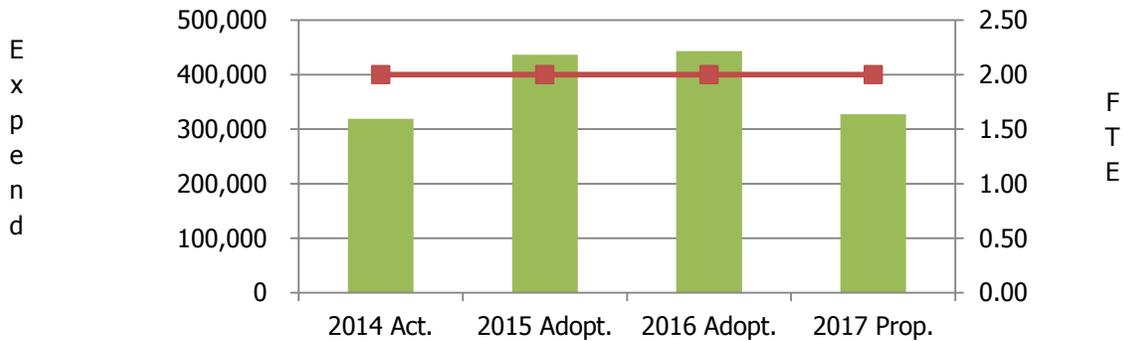
ECONOMIC DEVELOPMENT

Economic Development Department by the Numbers

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Economic Development	315,904	316,694	986,694	316,694	316,694
Total	\$ 315,904	\$ 316,694	\$ 986,694	\$ 316,694	\$ 316,694

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 177,883	\$ 225,668	\$ 225,668	\$ 232,098	\$ 238,190
Supplies	4,141	5,850	5,850	5,500	5,500
Purchase Services	136,758	205,075	205,075	205,425	83,483
Capital Outlay	-	-	-	-	-
Total	\$ 318,782	\$ 436,593	\$ 436,593	\$ 443,023	\$ 327,173

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Economic Development	2.00	2.00	2.00	2.00	2.00
Total	2.00	2.00	2.00	2.00	2.00



ECONOMIC DEVELOPMENT

To foster private and public investment through strategic partnerships to enhance and diversify Rowlett’s tax base to ensure sustainability while promoting the Realize Rowlett 2020 vision.

- **The Village of Rowlett (Downtown):** This \$30 million catalytic project will introduce a range of urban densities within five modern housing concepts, local retail and commercial destinations, high quality pedestrian amenities and a unique vibe. Planned to offer 225 urban living units, nearly 17,000 feet of activated commercial space, and over 400 parking spaces, the Village of Rowlett is set to forever change the quality and validity of urban development in Downtown. The project is scheduled to break ground in October 2015.
- **Terra Lago:** A \$50 million dollar mixed residential investment that will consist of 447 units, on 9 acres, with structured parking, next to Scenic Point Park, a groundbreaking was held on Tuesday, September 8, 2015.
- **New Commercial Businesses:** Dunkin’ Donuts/ Baskin Robbins, Dairy Queen, Smoothie King, Harbor Freight Tools, Marco Pizza, Walmart Neighborhood Market, Premier Vet Clinic and MedPost Urgent Care.
- **Bayside:** Acquisition of the former Elgin B. Robertson Park from the City of Dallas. Bayside will be a \$1 Billion private investment of a transformational mixed use development consisting of 1.75 million square feet of commercial space and 3000 residential units with unique public amenities.
- **The Homestead at Liberty Grove:** The City and Arcadia Realty had the groundbreaking ceremony on Thursday, June 26, 2014. This \$200 million, multiphase housing development will diversify Rowlett’s housing mix and generate in excess of \$1.5M annually in property tax revenues to the City upon build-out. funding opportunities from the Rowlett Chamber Foundation.
- **DR Horton Office Expansion:** The new 23,500 square foot, two story office building will be the third office building on DR Horton’s campus and will be occupied by DHI Title and DHI Mortgage. The project is a private investment of **\$4 million** and 50-60 new jobs.
- **Sprouts Farmers Market:** Construction of a new 28,000 square foot store along with an additional 7,500 square feet of retail space along Lakeview Parkway just west of Rowlett Rd. Future phases include several out parcel and additional retail.
- **Partnership Events:** Team Texas, ICSC Conference, Chamber’s Golf Tournament, Downtown Business Luncheon, Chamber’s Make a Connection, Legislative Trip to Austin and Dallas Regional Chamber Marketing Team.

ECONOMIC DEVELOPMENT

To foster private and public investment through strategic partnerships to enhance and diversify Rowlett's tax base to ensure sustainability while promoting the Realize Rowlett 2020 vision.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Business retention & expansion program (existing businesses)	# of business visits	70	75	100
Diversification of Rowlett's tax base (new commercial investment & taxable sales)	# of permits issued	76	45	45
	% current actual FY +/- prior actual FY	4.94%	5.00%	5.00%
Attraction & creation of new businesses and jobs (outreach with key strategic development partners)	# of engagements with broker/development partners	92	75	100
	# of engagements with community partners	69	50	50

Rowlett

T E X A S

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Enterprise Funds

UTILITY FUND

Revenue Summary

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Water	\$ 13,768,262	\$ 17,170,618	\$ 16,456,672	\$ 17,027,975	\$ 18,146,982
Sewer	10,109,643	10,516,122	10,143,368	10,921,401	11,023,993
Water & Sewer Penalty	576,000	530,095	530,095	576,000	593,280
Miscellaneous	18,576	16,711	16,711	25,316	25,316
Water Meter & Tap Fee	47,526	17,875	17,875	47,526	47,526
Service Connect	64,336	55,630	55,630	64,336	71,024
Reconnect Fee	85,778	87,036	87,036	85,778	85,778
Interest Income	10,153	11,976	11,976	13,302	13,435
G&A Transfer	139,404	139,397	139,397	139,397	139,397
Total	<u>\$ 24,819,678</u>	<u>\$ 28,545,460</u>	<u>\$ 27,458,760</u>	<u>\$ 28,901,031</u>	<u>\$ 30,146,731</u>

UTILITY FUND

Expenditure Summary

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Services	\$ 2,223,288	\$ 2,184,764	\$ 2,184,764	\$ 2,209,592	\$ 2,283,742
Supplies	382,305	303,197	291,247	301,486	301,486
Purchase Services	10,679,693	12,297,266	11,771,594	13,065,212	14,126,661
Capital Outlay	439,679	287,628	187,544	104,971	115,525
Capital Improvements	1,100,004	2,800,000	2,700,000	1,300,000	1,600,000
Debt Service	4,993,538	4,712,956	4,712,956	4,721,571	4,721,571
Transfers Out	5,476,328	5,476,331	5,476,331	5,476,331	5,376,331
Total	\$ 25,294,835	\$ 28,062,142	\$ 27,324,436	\$ 27,179,163	\$ 28,525,316

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Water/WW Admin	\$ 425,218	\$ 477,953	\$ 464,753	\$ 459,085	\$ 470,652
Water Ops	6,943,447	8,113,140	7,551,139	8,468,444	9,309,913
Wastewater Ops	4,844,536	4,912,316	4,884,938	5,213,676	5,479,144
Revenue Office	666,336	628,583	626,583	689,688	702,561
Meter Services	705,586	393,932	362,805	285,437	269,853
Non-Departmental	11,709,712	13,536,218	13,434,218	12,062,833	12,293,193
Total	\$ 25,294,835	\$ 28,062,142	\$ 27,324,436	\$ 27,179,163	\$ 28,525,316

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Water/WW Admin	4.50	4.50	4.50	4.50	4.50
Water Operations	9.00	9.00	9.00	9.00	9.00
Wastewater Operations	11.00	11.00	11.00	11.00	11.00
Revenue Office	6.50	6.50	6.50	6.50	6.50
Meter Services	4.00	4.00	4.00	4.00	4.00
Non-Departmental	-	-	-	-	-
Total	35.00	35.00	35.00	35.00	35.00

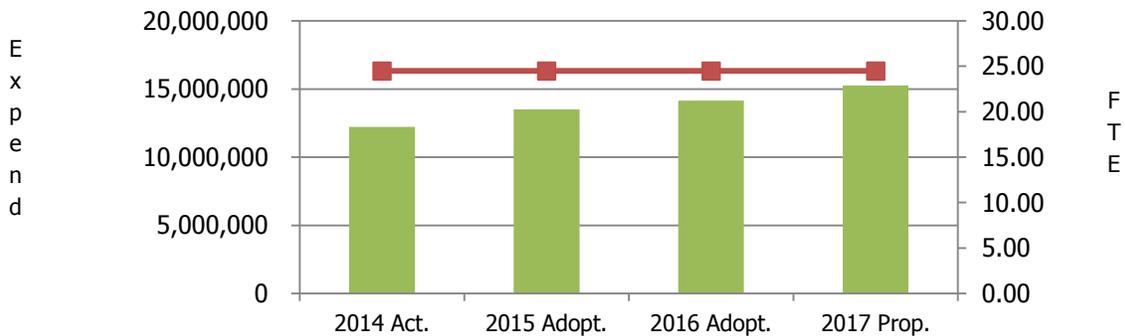
PUBLIC WORKS UTILITY FUND

Utility Fund Divisions by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 1,636,112	\$ 1,610,340	\$ 1,610,340	\$ 1,605,883	\$ 1,659,157
Supplies	327,489	243,343	235,793	245,668	245,668
Purchase Services	10,241,825	11,385,325	10,867,153	12,207,910	13,239,359
Capital Outlay	7,775	264,401	187,544	81,744	115,525
Total	\$ 12,213,201	\$ 13,503,409	\$ 12,900,830	\$ 14,141,205	\$ 15,259,709

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Water/WW Admin	\$ 425,218	\$ 477,953	\$ 464,753	\$ 459,085	\$ 470,652
Water Ops	6,943,447	8,113,140	7,551,139	8,468,444	9,309,913
Wastewater Ops	4,844,536	4,912,316	4,884,938	5,213,676	5,479,144
Total	\$ 12,213,201	\$ 13,503,409	\$ 12,900,830	\$ 14,141,205	\$ 15,259,709

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Water/WW Admin	4.50	4.50	4.50	4.50	4.50
Water Ops	9.00	9.00	9.00	9.00	9.00
Wastewater Ops	11.00	11.00	11.00	11.00	11.00
Total	24.50	24.50	24.50	24.50	24.50



PUBLIC WORKS UTILITY FUND

To ensure that the City's infrastructure meets or exceeds minimum standards as evaluated through the national standards, and that all work performed in the community is done in such a way as to cause the least disruption in service to our citizens.

- Continued to implement water rate increase initiatives providing for: pipe bursting, refurbished lift stations, and replaced multiple major water and sewer lines.
- Bid out and installation of the first phase of the SCADA; approximately 20% complete.
- Eastside Lift Station upgrades are complete.
- Martha Elevated Storage Tank is complete.
- Upper & Lower Pressure Plane Projects: Rowlett Road Pumping Facility, 1.25MG elevated storage tank is scheduled to go on line in September of this year. The Miller Heights 16" water line is complete. The Castle Road 24" water line is complete.
- Serviced/exercised a total of 461 valves and 681 hydrants, replaced 9 hydrants and installed 9 additional hydrants to the water distribution system.
- Replaced 2,000 linear feet of 6" asbestos concrete on Southridge Drive and increasing capacity by installing 8" PVC on Woodside Drive. Staff also replaced 61 existing copper service lines with SDR9 poly tubing.
- Cleaned 16,100 linear feet of sanitary sewer main lines.
- Inspected and serviced 15 pumps twice a year within the distribution system.
- Inspected and serviced 58 submersible pumps within the collection system.
- Rebuilt and replaced a total of 6 submersible pumps and replaced 1 pump within the collection system.
- Serviced and exercised 50 valves within the collection system. Staff also exercised 26 sluice gates on a monthly schedule.
- Installed 46 ROW/Property Line Clean-outs. Staff replaced 1,000 linear feet of 12" vitrified clay pipe (VCP), 600 linear feet of 8" vitrified clay pipe (VCP) with polyvinylchloride (PVC) pipe (open trench method) and 3 sanitary sewer manholes.

PUBLIC WORKS UTILITY FUND

To ensure that the City’s infrastructure meets or exceeds minimum standards as evaluated through the national standards, and that all work performed in the community is done in such a way as to cause the least disruption in service to our citizens.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Provide and monitor adequate water pressure and volume delivery for city wide water system and fire protection needs (Maintain interim Upper Pressure Plane at a mean average 45 PSI (pounds per square inch) minimum)	% of time system meets 45 PSI	97.5%	98%	98%
Provide responsive service to customer requests and inquiries within prescribed parameters (Response times: water main break or sewer backups - 30 minutes)	Reliability response time	90%	95%	95%
Provide water quality management services (Provide water quality testing per TCEQ requirements)	% of samples meeting standard	100%	>98%	>98%
Replacement of water meters greater than 12 years old to reduce water revenue loss	% of planned water meters replaced	0.1%	100%	100%

Rowlett

T E X A S

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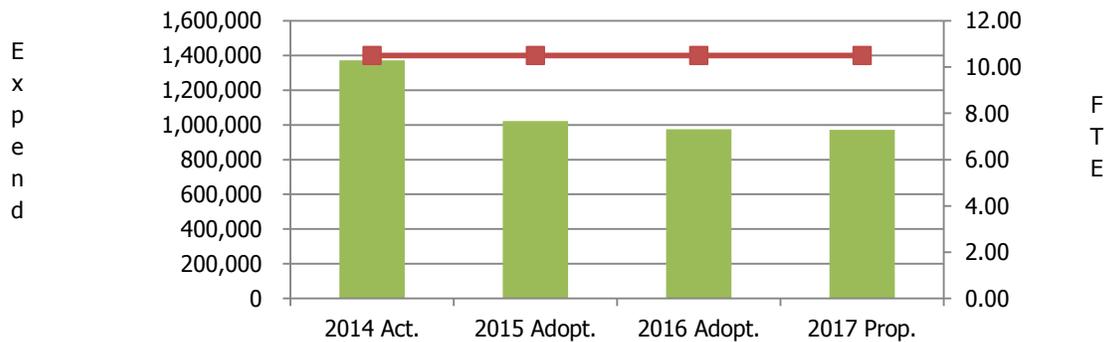
FINANCE UTILITY FUND

Utility Fund Divisions by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 587,176	\$ 574,424	\$ 574,424	\$ 585,709	\$ 606,225
Supplies	54,816	59,854	55,454	55,818	55,818
Purchase Services	298,026	365,010	359,510	310,371	310,371
Capital Outlay	431,904	23,227	-	23,227	-
Total	\$ 1,371,922	\$ 1,022,515	\$ 989,388	\$ 975,125	\$ 972,414

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenue Office	\$ 666,336	\$ 628,583	\$ 626,583	\$ 689,688	\$ 702,561
Meter Services	705,586	393,932	362,805	285,437	269,853
Total	\$ 1,371,922	\$ 1,022,515	\$ 989,388	\$ 975,125	\$ 972,414

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Revenue Office	6.50	6.50	6.50	6.50	6.50
Meter Services	4.00	4.00	4.00	4.00	4.00
Total	10.50	10.50	10.50	10.50	10.50



FINANCE UTILITY FUND

Ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence.

- Completed the UB portion of the City's new ERP software implementation.

FINANCE UTILITY FUND

Ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence.

Objective	Performance Measure	Actual 2014	Target 2015	Target 2016
Ensure that water usage is billed fairly and accurately in order to provide funds to operate and maintain a safe water system for the public	Achieve 90% of water billed versus water used over a 12-month rolling average	93%	90%	90%
	Meet 100% success in 29-31 average days between reading dates	100%	100%	100%
	Achieve <3.5% non-reads	4.6%	3.5%	3.5%

Rowlett

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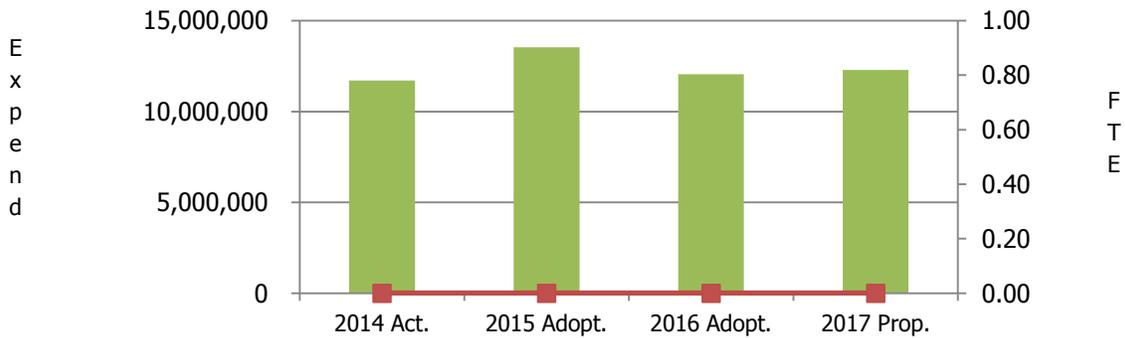
NON-DEPARTMENTAL UTILITY FUND

Non-Departmental by the Numbers

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,360
Supplies	-	-	-	-	-
Purchase Services	139,842	546,931	544,931	546,931	576,931
Capital Outlay	-	-	-	-	-
Capital Improvements	1,100,004	2,800,000	2,700,000	1,300,000	1,600,000
Debt Service	4,993,538	4,712,956	4,712,956	4,721,571	4,721,571
Transfers Out	5,476,328	5,476,331	5,476,331	5,476,331	5,376,331
Total	\$ 11,709,712	\$ 13,536,218	\$ 13,434,218	\$ 12,062,833	\$ 12,293,193

By Division	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Non-Departmental	11,709,712	13,536,218	13,434,218	12,062,833	12,293,193
Total	\$ 11,709,712	\$ 13,536,218	\$ 13,434,218	\$ 12,062,833	\$ 12,293,193

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Non-Departmental	-	-	-	-	-
Total	-	-	-	-	-



NON DEPARTMENTAL UTILITY FUND

- Non-departmental program accounts for certain Utility Fund expenditures that do not clearly fit under the responsibility of any single City department.
- Credit card processing fees are budgeted in non-departmental to allow for customers to conveniently use a credit card to pay their utility bills.
- A transfer in-lieu of franchise fee represents the amount of rent that all utility franchises, whether internal or external, normally pay for use of City right-of-ways.
- A transfer to provide cash funding for utility system capital improvements is budgeted in non-departmental.
- A transfer to provide cash funding for general capital improvements is budgeted in non-departmental.
- A transfer in-lieu of tax representing the amount of property tax that would be paid by a private franchise provider for water and sewer service is paid from non-departmental.
- The general and administrative transfer to the General Fund that is budgeted in non-departmental includes cost sharing of legal, accounting, insurance, and common administrative operations provided to the Utility fund by the General Fund.
- Payments for principal and interest for utility fund revenue bonds is budgeted in non-departmental.
- A transfer from the Utility Fund to support economic development strategies and initiatives in the Economic Development fund is budgeted in non-departmental.
- A lease payment for energy conservation equipment utilized by the Utility fund is budgeted in non-departmental.

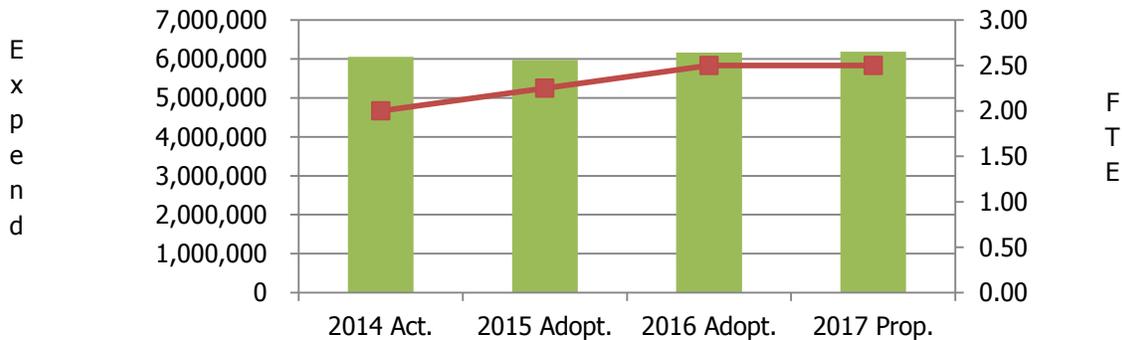
ENTERPRISE FUNDS

Enterprise Funds by the Numbers

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Refuse Fund	\$ 5,083,755	\$ 4,699,097	\$ 4,827,003	\$ 4,827,003	\$ 4,923,505
Drainage Fund	1,331,682	1,346,939	1,346,939	1,360,397	1,374,001
Total	\$ 6,415,437	\$ 6,046,036	\$ 6,173,942	\$ 6,187,400	\$ 6,297,506

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 115,648	\$ 135,908	\$ 135,908	\$ 129,457	\$ 133,442
Supplies	27,778	51,770	51,770	51,770	51,770
Purchase Services	3,793,132	3,455,376	3,538,761	3,601,240	3,669,672
Capital Outlay	-	-	14,069	45,526	-
Capital Improvements	335,504	335,502	335,502	335,502	335,502
Debt Service	448,675	615,776	615,776	616,426	616,063
Transfers Out	1,331,393	1,381,400	1,381,400	1,381,400	1,381,400
Total	\$ 6,052,130	\$ 5,975,732	\$ 6,073,186	\$ 6,161,321	\$ 6,187,849

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Refuse Fund	-	-	-	0.50	0.50
Drainage Fund	2.00	2.25	2.25	2.00	2.00
Total	2.00	2.25	2.25	2.50	2.50



Rowlett

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Internal Service Fund

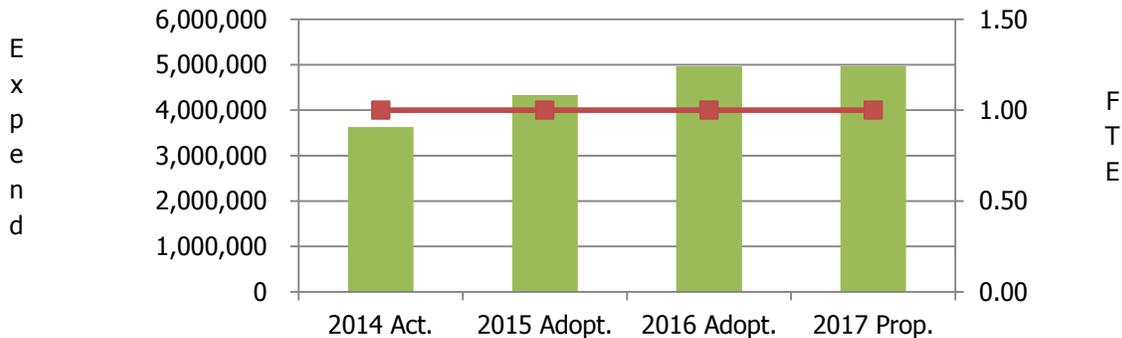
EMPLOYEE HEALTH BENEFITS FUND

Employee Benefits Fund by the Numbers

Revenues	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Employee Benefits	\$ 3,835,251	\$ 4,405,117	\$ 4,405,117	\$ 5,010,230	\$ 5,010,230
Total	\$ 3,835,251	\$ 4,405,117	\$ 4,405,117	\$ 5,010,230	\$ 5,010,230

Expenditures	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Personnel Costs	\$ 74,148	\$ 75,317	\$ 75,317	\$ 81,622	\$ 84,092
Supplies	-	-	-	-	-
Purchase Services	3,557,019	4,262,206	4,262,206	4,886,142	4,886,142
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	\$ 3,631,167	\$ 4,337,523	\$ 4,337,523	\$ 4,967,764	\$ 4,970,234

Staffing	Actual FY 2013-14	Budget FY 2014-15	Estimate FY 2014-15	Adopted FY 2015-16	Proposed FY 2016-17
Employee Benefits	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00



EMPLOYEE HEALTH BENEFITS FUND

Building a culture of wellness and creating education consumers of healthcare.

- Implemented Year 5 of the City’s 5-Year Benefit Strategy
- Emphasized the importance of pursuing medical treatment and filing medical claims through Aetna “in-network” providers in order to mitigate rising medical costs down. As a result, over 93% of City employee and dependent medical claims were managed through the Aetna alliance network.
- Emphasize to our employees the importance of allowing for generic drug substitutions for their prescription pharmaceutical needs. As a result, over 98% of pharmacy claims allowed for “generic drug substitution”, dramatically reducing medical costs for the City.
- The average doctor visit cost in the DFW area is approximately \$100. As a result, we implemented and encouraged the use of the Employee Clinic for various acute care conditions such as flu symptoms and earaches. The negotiated price of \$75 with these five Lake Pointe-affiliated doctors saved over \$2,000 in its first year.
- Conducted onsite & offsite biometric screenings to measure hypertension (blood pressure), overweight/obesity rates, and diabetic/pre-diabetic levels for all 299 employees on the City’s medical plan—99% participation!
- Smokers cost \$992 more annually and are absent 50% more often than non-smokers. As a result, the City enforced its Tobacco Free Workplace Policy which forbids the use of tobacco products while on city property or on city time.
- Amplified the City’s commitment to “Zero Tolerance” policies regarding unlawful discrimination, violating provisions of the Drug Free Workplace, and failures to abide by the City’s standards of conduct.
- Implemented a wide variety of wellness- and fitness-related programs throughout the year as part of Year 4 of the Wellness Accountability Program. Events such as the “Step Into Summer” Program, five City-sanctioned 5K run/walks, a Flu Shot clinic and Health Fair helped employees and dependents achieve healthier milestones in 2015!

EMPLOYEE HEALTH BENEFITS FUND

Building a culture of wellness and creating educated consumers of healthcare

Objective	Performance Measure	Actual 2015	Target 2015	Target 2016
Promote health and wellness in order to improve employee performance and reduce absenteeism by implementing Wellness Accountability Program	Decrease % of employees overweight or obese	84.0%	78.0%	78.0%
	Decrease % of employees who are hypertensive or pre-hypertensive	72.0%	65.0%	65.0%
	Decrease % of employees who are diabetic or pre-diabetic	24.0%	20.0%	20.0%
Manage rising healthcare costs by creating a culture of health; appropriate benefit design; plan performance review & transparency; and management of health risks	Maximize "Total Savings" costs through both Claim Cost savings and Productivity Cost savings by encouraging employees and dependents covered by the City's medical plan to use COMPASS as medical services consultant	\$85,000	\$100,000	\$85,000
	Maintain % of medical claims paid in network of 95% or better	93.0%	95.0%	93.0%
	Maintain % of pharmaceutical claims using generic substitution of 95% or better	98.0%	95.0%	95.0%

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Capital Improvements Program

The Five Year Capital Improvements Program consists of a comprehensive listing of carefully selected and coordinated capital improvements, which have been identified as necessary to accomplish the City's long-range goals and policies. The development of the five year plan is an annual process, which includes identification of needed projects through public solicitation and staff input, development of appropriate financing mechanisms, recommendations from the City staff, and evaluation and final approval from City Council.

During the development of the five-year plan, an evaluation of how capital expenditure decisions will affect annual operations and the budget must be considered. The impact of large, non-recurrent capital expenditures on the City's annual operating budget can require additional funding above the fiscal capacity of the City's annual operating budget. Therefore, careful scrutiny of such non-recurrent expenditures is critical for the following reasons:

1. Due to their larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a "pay as you use" basis through the issuance of long-term debt that coincides with the projected life of the improvement.
2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial cost to the City.
5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

As a result of these considerations, the City has analyzed the projects included in this five year plan and determined that the impact on the City's operating budget is minimal for most projects.

The Five Year Capital Improvements Program for 2016-2020 totals \$98.1 million representing projects in public works, public safety, parks and recreation, water and wastewater and capital equipment.

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
COZ100 Villages of Rowlett	-	2,400,000	-	-	-	-	-
DR2065 Misc. Drainage Imp. Per Storm Drain MP	247,721	456,686	335,502	335,502	335,502	335,502	335,502
DRZ104 Westwood Circle Drainage Improvements	273	250,487	-	-	-	-	-
DRZ105 Long Branch Creek Drainage	-	276,000	-	-	-	-	-
PKZ100 Scenic Point Park	201,317	553,683	-	-	-	-	-
PKZ101 Kids Kingdom	-	100,000	775,000	-	-	-	-
PKZ102 Pecan Grove Park	-	-	75,000	-	-	-	-
PKZ103 Wet Zone Waterpark	-	-	660,000	-	-	-	-
PKZ104 Rowlett Community Centre Renovation	-	-	350,000	-	-	-	-
PKZ105 Lakeside Park	-	-	185,000	-	-	-	-
PKZ106 "Hike & Bike" Trail Plan & Projects	-	-	30,000	135,000	135,000	-	-
PKZ107 Katy Railroad Park	-	-	100,000	-	310,000	-	-
PKZ108 Paddle Point Park	-	-	-	165,000	-	-	-
PKZ109 Springfield Park	-	-	-	60,000	540,000	-	-
PKZ110 Community Park	-	-	-	66,500	598,500	-	-
PKZ111 Nature Trail	-	-	-	9,400	84,600	-	-
PKZ112 Veterans Park	-	-	-	-	33,000	-	-

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
PK2113 Shorewood Park	-	-	-	-	30,000	-	-
SP2087 Downtown TOD Projects	2,090,889	102,122	-	-	-	-	-
SP2089 Library Improvements	-	1,435,000	200,000	-	-	-	-
SP2090 Chamber Building Relocation	-	400,000	-	-	-	-	-
SP2091 Community enhancement projects	-	245,552	269,060	281,822	293,096	304,819	317,012
SP2092 Public Safety Dept Training Center	-	-	850,000	550,000	850,000	-	-
SP2093 Fiber Optic - Close Fiber Ring	-	-	135,000	95,000	100,000	-	-
SS1102 Misc. Sewer Line Repair & Replacement	396,685	502,337	150,000	300,000	350,000	300,000	300,000
SS1134 SH 66 E. Sewer Line	50,062	129,383	-	-	1,000,000	720,000	1,523,000
SS1158 Westside Lift Station	1,009,034	141,889	-	-	-	-	-
SS1159 Eastside Lift Station	182,655	1,632,040	-	-	-	-	-
SS2088 Manhole Rehabilitation	189,345	558,522	-	-	-	290,000	415,000
SS2094 Backup power	119,083	164,316	-	-	-	125,000	125,000
SS2095 Lift & Pump Stations	485,902	455,285	394,500	277,000	502,000	450,000	300,000
SS2097 SCADA	-	110,000	-	-	-	-	-
SS2102 Capital Maintenance Crew	196,776	203,224	200,000	200,000	200,000	200,000	200,000
SS2103 Northshore Sanitary Sewer	158,651	1,701,740	-	-	-	-	-

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
SS2104 24 inch Force Main & Inspection	355,735	207,098	-	-	-	-	-
SS2105 SH-66 Force Main	-	-	-	-	1,743,000	1,580,000	877,000
SS2106 36" Westside Sewer Line	-	-	-	-	1,400,000	-	-
SS2107 Northside Lift Station Upgrade	-	-	-	-	-	-	1,100,000
SS2108 51" Sewer Line connection Garland Plant	-	-	-	-	-	-	1,500,000
ST2052 Concrete Pavement Repair	1,098,633	531,367	1,070,000	1,270,000	1,270,000	1,270,000	1,270,000
ST2056 Martin/Freedom Drive Extension	-	150,000	-	-	-	-	-
ST2074 Merritt Road Interconnector	13,716,365	390,028	-	-	-	-	-
ST2075 Alley panel replacement	396,131	657,680	335,000	335,000	335,000	335,000	335,000
ST2076 Traffic Management Projects	270,060	179,940	-	-	-	-	-
ST2077 Asphalt Rehabilitation/Overlay	550,310	510,754	500,000	500,000	500,000	500,000	500,000
ST2078 Crack Seal	292,849	150,000	150,000	150,000	150,000	150,000	150,000
ST2080 Foam Injection	120,249	134,294	125,000	125,000	125,000	125,000	125,000
ST2084 Screening Wall Rehabilitation	41,892	73,331	50,000	50,000	50,000	50,000	50,000
ST2085 Sign Replacement/Pavement Marking	99,400	90,000	90,000	90,000	90,000	90,000	90,000
ST2086 Traffic Signal Repair/Maintenance	24,205	64,128	30,000	30,000	30,000	30,000	30,000
ST2097 Sidewalk Replacement	25,741	55,000	55,000	55,000	55,000	55,000	55,000

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
ST2099 Southbound Dalrock @66 turn lane design	72,066	872,934	-	-	-	-	-
ST2100 Miller Road/Rowlett Creek Bridge	-	623,443	-	-	-	-	-
ST2102 Alley Improvements	233,781	1,644,270	1,683,119	1,458,585	1,731,191	598,213	606,341
ST2103 Big A Road Shoulder Stabilization & Widening	-	510,000	-	-	-	-	-
ST2105 Primrose Lane	-	-	1,550,000	-	-	-	-
ST2106 Dalrock Estates	-	-	1,600,000	1,700,000	100,000	-	-
ST2107 Highland Meadows	-	-	430,000	1,000,000	1,600,000	-	-
ST2108 Main St. - Roundabout to PGBT	-	-	1,870,000	-	-	-	-
ST2109 Right Turn Lane on Main & PGBT	-	-	260,000	-	-	-	-
ST2110 Merritt Road Interconnector Phase 2	-	-	250,000	250,000	1,000,000	-	-
ST2111 Traffic Signal at Chiesa & Liberty Grove	-	-	225,000	-	-	-	-
ST2112 Sidewalk Connections	-	-	80,000	100,000	100,000	-	-
ST2113 Lake Country Estates	-	-	-	-	3,650,000	-	-
ST2114 Advanced Traffic Mgmt System	-	-	-	-	800,000	-	-
ST2115 Chiesa & Miller Intersection/Drainage	-	-	-	-	-	2,100,000	-
TIRZ01 Chiesa Road 16" Water Line	-	-	-	-	-	-	1,171,000
TIRZ02 Dalrock Road 24" Water Line	-	-	-	-	-	-	1,931,600

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

	Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
TIRZ03	Merritt Road Pump Station 24"	-	-	-	-	-	-	4,038,800
TIRZ04	Princeton Road 30"-36" Water Line	-	-	-	-	-	-	5,531,600
TIRZ05	5.8 MGD Plant Expansion	-	-	-	-	-	-	3,400,000
TIRZ06	Bayside Lift Station	-	-	-	-	-	-	3,237,643
TIRZ07	Miller Rd upsize to 18" Sewer Line	-	-	-	-	-	-	927,825
TIRZ08	Upsize pump Rowlett Rd Pump Station	-	-	-	-	-	-	312,000
TIRZ09	Upsize to 18" Force Main	-	-	-	-	-	-	860,000
TIRZ10	Miller Rd/Dexham 24" Sewer Line	-	-	-	-	-	-	1,090,018
TIRZ11	51" Sewer Line (Siphon) connection to Garland Plant	-	-	-	-	-	-	1,491,148
WA1108	Misc. Water Line Repair & Replacement	141,725	647,011	150,000	300,000	350,000	300,000	300,000
WA1118	Water Tank Refurbishing	105,406	7,042	-	-	-	-	-
WA1156	16" water line Main Street	13,780	477,620	-	-	-	-	-
WA1157	16" water line Miller RR-PGBT	35,520	1,306,480	-	-	-	-	-
WA2095	UPP and Rowlett Road Pump Station Improvements	4,016,502	844,184	-	-	-	-	-
WA2098	12" Water Miller east of Chiesa	-	350,000	-	-	-	-	-
WA2099	Utility Appurtenances (valves & hydrants)	36,922	17,026	-	17,500	17,500	42,500	42,500
WA2100	Martha Elevated Tank Refurbishment	38,874	826	-	-	-	-	-

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
WA2101 PGBT Water & Miller Heights to RHS	29,347	204,948	-	-	-	-	-
WA2103 Preventative Maintenance	16,685	486,438	42,500	42,500	42,500	42,500	142,500
WA2104 Tower/Tank Maintenance	-	67,773	-	-	900,000	450,000	450,000
WA2105 Tools & Equipment	24,298	25,702	-	-	-	-	-
WA2106 Capital Equipment Leasing	52,893	331,107	363,000	438,000	438,000	475,000	475,000
WA2107 1.25MG elevated tank for UPP @ Main Street	969,626	3,847,484	-	-	-	-	-
WA2108 24" water line lower pressure plane	1,304,201	13,509	-	-	-	-	-
WA2109 UPP 16" water line enhancements	-	484,551	-	-	-	-	-
WA2110 Big A Water Line Improvements	83,284	1,745,266	-	-	-	-	-
WA2111 12" Water Line Dalrock-Miller-Schrade	-	-	-	-	-	2,700,000	-
WA2112 Additional pump for UPP	-	-	-	-	330,000	-	-
WA2113 Capital Equipment Replacement	-	50,000	-	25,000	-	125,000	50,000
WA2114 12" Water Line Boyd (LPP)	-	625,000	-	-	-	-	-
WA2115 16" Water Line West PGBT Service Road	-	507,290	-	-	-	-	-
WA2116 16" Water Line West PGBT Main Street SH66	-	-	-	-	527,000	-	-
Total All Projects	29,494,873	30,701,790	15,617,681	10,411,809	22,695,889	13,743,534	35,655,489

FY 2016 CITY OF ROWLETT BUDGET

FIVE YEAR CAPITAL IMPROVEMENTS PLAN SUMMARY

Project	Prior Years	Budget 2015	2016	2017	2018	2019	2020
FUNDING SOURCES (ALL FUNDS):							
SOURCES OF FUNDS:							
Current Revenues	4,802,424	9,726,795	5,442,681	5,780,909	7,014,789	6,643,534	6,663,855
Debt Financing - CO's	1,350,003	6,133,514	-	-	-	-	-
Debt Financing - GO's	1,538,968	-	9,957,500	4,630,900	10,681,100	-	-
Debt Financing - Revenue Bonds	8,022,252	13,156,693	-	-	5,000,000	5,000,000	5,000,000
Federal Sources	11,991,022	284,679	-	-	-	-	-
NCTCOG	1,656,861	-	-	-	-	-	-
County	133,343	150,000	-	-	-	2,100,000	-
Impact Fees	-	950,109	-	-	-	-	-
Donations	-	300,000	217,500	-	-	-	-
Other	-	-	-	-	-	-	23,991,634
Total Sources	29,494,873	30,701,790	15,617,681	10,411,809	22,695,889	13,743,534	35,655,489
USES OF FUNDS:							
Alley Improvements	629,912	2,301,950	2,018,119	1,793,585	2,066,191	933,213	941,341
Streets & Roadways	14,058,491	5,126,345	6,265,000	3,050,000	7,250,000	2,100,000	-
Capital Maintenance	2,253,279	1,608,874	2,070,000	2,270,000	2,270,000	2,270,000	2,270,000
Drainage	247,994	983,173	335,502	335,502	335,502	335,502	335,502
Park Improvements	201,317	653,683	2,175,000	435,900	1,731,100	-	-
Utility Improvements	8,247,271	14,219,308	-	-	5,000,000	5,000,000	28,991,634
Utility Capital Maintenance	1,765,720	3,625,783	1,300,000	1,600,000	2,800,000	2,800,000	2,800,000
Facilities & Other	2,090,889	2,182,674	1,454,060	926,822	1,243,096	304,819	317,012
Total Uses	29,494,873	30,701,790	15,617,681	10,411,809	22,695,889	13,743,534	35,655,489

**PROJECT NAME: VILLAGES OF ROWLETT
PROJECT NUMBER: CO2100**

Description: Town center development in the heart of downtown that will introduce a range of urban densities within five modern housing concepts, local retail and commercial destinations, high quality pedestrian amenities, and urban streetscapes. The Village of Rowlett will provide a new kind of village center that combines various land uses, mixed densities and public venues in a unique and historic transit oriented development setting.

Justification: Fulfills the Downtown Strategic Plan for downtown Rowlett to reflect the City's history in a fully integrated and walkable environment with capital improvements strategically located to leverage public investment.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	2,400,000	-	-	-	-	-	2,400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MISCELLANEOUS DRAINAGE IMPROVEMENTS
PROJECT NUMBER: DR2065**

Description: Drainage improvements throughout the City. This project will also fund the NPDES Phase 2 permit requirements. The City is required by state law to adhere to its approved stormwater discharge permit.

Justification: Projects identified and prioritized in the Storm Drainage Master Plan. The NPDES Phase 2 permit is a mandated permit the City must comply with and enforce.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	247,721	456,686	335,502	335,502	335,502	335,502	335,502	2,381,917
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: WESTWOOD CIRCLE DRAINAGE IMPROVEMENTS
PROJECT NUMBER: DR2104**

Description: The drainage system has deteriorated to the point that it has compromised the roadway. The project consists of installing underground drainage pipe and concrete flumes. The roadway will be rehabilitated after the drainage improvements have been completed.

Justification: This project was indentified in the Stormwater Master Plan.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	273	250,487	-	-	-	-	-	250,760
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: LONG BRANCH CREEK DRAINAGE
PROJECT NUMBER: DR2105**

Description: The City has committed to funding installation of a drainage culvert across Long Branch Creek that will provide cross access to Kenwood Drive.

Justification: This project was indentified in the Stormwater Master Plan.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	276,000	-	-	-	-	-	276,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SCENIC POINT PARK
PROJECT NUMBER: PK2100**

Description: Development of Scenic Point Park per the Scenic Point Park Master Plan, Phase I. The park will preserve and highlight the natural resources in the area, while helping surrounding residents preserve the ability to enjoy open space in a more urban environment.

Justification: City Council, Park and Recreation Advisory Board and Keep Rowlett Beautiful, as a part of the Realize Rowlett 2020 Comprehensive Plan, have branded Scenic Point Park as "The Wellness Preserve at Scenic Point Park" and incorporated it into the Healthy Living area of Realize Rowlett 2020.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	201,317	553,683	-	-	-	-	-	755,000
Operating Impact	-	79,856	79,856	79,856	79,856	-	-	319,424

**PROJECT NAME: KIDS KINGDOM
PROJECT NUMBER: PK2101**

Description: During FY2013, the Kids Kingdom playground was disassembled due to safety concerns. Bond money, donations and city matching funds will design and construct a New Kids Kingdom.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	100,000	775,000	-	-	-	-	875,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PECAN GROVE PARK
PROJECT NUMBER: PK2102**

Description: Funding includes benches, trail improvements, water fountains, and security lighting.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	75,000	-	-	-	-	75,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: WET ZONE WATERPARK
PROJECT NUMBER: PK2103**

Description: Current program funding includes pool bottom resurfacing, new handrails, new restroom dividers and furnishings, foam floatable replacement, new signage and new slide feature for 5-12 year olds.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	660,000	-	-	-	-	660,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ROWLETT COMMUNITY CENTRE RENOVATION
PROJECT NUMBER: PK2104**

Description: Construction to building to address repairs to foundation, slab and structural steel; removal, replacement, and improvement of wood decking and installation of roofing materials; installation of drain system, access doors, lighting and climate control; concrete walkway for connectivity to the trail system; flooring; mold and mildew remediation. Phase II (if funds remain) includes addition of technology to Meeting Room A and Room E, gym divider for Gym A and sound panels throughout the upstairs meeting rooms.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	350,000	-	-	-	-	350,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: LAKESIDE PARK
PROJECT NUMBER: PK2105**

Description: Current program funding includes pavilions, benches, tables, sand volleyball, security lighting and erosion control.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	185,000	-	-	-	-	185,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: "HIKE & BIKE" TRAIL PLAN & PROJECTS
PROJECT NUMBER: PK2106**

Description: Update Master Thoroughfare plan and revisit old plan; Trail plan includes trails along creeks and drainage ways, downtown loop - Main street from Herfurth Park west, down the creek west of Rowlett Road to Rowlett/Miller intersection via Sacred Heart Cemetery to Main Street, and connection between Nature Trail and Springfield Park along Rowlett Creek.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	30,000	135,000	135,000	-	-	300,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: KATY RAILROAD PARK
PROJECT NUMBER: PK2107**

Description: Phase I provides additional soccer fields (2) to meet high demand for fields; phase 2 includes pavilions, backstop, picnic stations, and restroom facility.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	100,000	-	310,000	-	-	410,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PADDLE POINT PARK
PROJECT NUMBER: PK2108**

Description: Components include restrooms, cross walk, parking area, lighting, and signage.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	165,000	-	-	-	165,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SPRINGFIELD PARK
PROJECT NUMBER: PK2109**

Description: Current program funding includes widen trail, parking lot additions, shoreline improvements, and disc golf improvements.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	60,000	540,000	-	-	600,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: COMMUNITY PARK
PROJECT NUMBER: PK2110**

Description: Current program funding includes trail improvements, enhanced open space, shoreline erosion, concession roof replacement, irrigation improvements, lighting, and picnic tables.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	66,500	598,500	-	-	665,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: NATURE TRAIL
PROJECT NUMBER: PK2111**

Description: Components include new fencing and a paved parking lot.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	9,400	84,600	-	-	94,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: VETERANS PARK
PROJECT NUMBER: PK2112**

Description: Funding includes landscaping features, benches and artwork.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	33,000	-	-	33,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SHOREWOOD PARK
PROJECT NUMBER: PK2113**

Description: Funding includes parking improvement, playground amenities, larger pavilion, trails, lighting, picnic tables, and landscaping enhancements.

Justification: Funded with Proposition 2 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping municipal parks and recreational facilities and the acquisition of land and interests in land necessary therefore, such projects to include trails, sports fields, Community Centre and aquatic facilities.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	30,000	-	-	30,000
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: DOWNTOWN TRANSPORTATION ORIENTED DEVELOPMENT (TOD) PROJECTS
PROJECT NUMBER: SP2087

Description: This project will fund infrastructure improvements in the downtown area and for TOD projects. The funding is 80% funded by NCTCOG and the City will fund the remaining 20%. This funding was originally set forth for the Dalrock Park N Ride project, but the project was abandoned due to lack of support from DART and other agencies.

Justification: To construct infrastructure improvements and partner with potential developers of TOD projects in the downtown area.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	2,090,889	102,122	-	-	-	-	-	2,193,011
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: LIBRARY IMPROVEMENTS
PROJECT NUMBER: SP2089

Description: With opportunities come challenges. Because of the Village of Rowlett development, the Library will need to be moved twice in the next two years.

Justification: To prepare for Village of Rowlett development

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	1,435,000	200,000	-	-	-	-	1,635,000
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: CHAMBER BUILDING RELOCATION
PROJECT NUMBER: SP2090

Description: With opportunities come challenges. Because of the Village of Rowlett development, the Chamber of Commerce building will need to be relocated or torn down.

Justification: To prepare for Village of Rowlett development

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	400,000	-	-	-	-	400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: COMMUNITY ENHANCEMENT PROJECTS
PROJECT NUMBER: SP2091**

Description: Projects will include neighborhood entry features, landscaping and streetscaping projects, signage and monuments, screening walls and fences, along with median improvements. Specific projects will be developed for consideration and implementation.

Justification: At the request of the City Council to improve the marketability of the City; amenities such as entrance features, medians, landscaping and screening walls go a long way toward creating an expectation of quality.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	245,552	269,060	281,822	293,096	304,819	317,012	1,711,361
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PUBLIC SAFETY DEPT TRAINING CENTER
PROJECT NUMBER: SP2092**

Description: Facility will include a training tower, confined-space, and trench rescue training.

Justification: Funded with Proposition 3 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping public safety facilities for the Fire and Police departments, consisting of a training facility and communications equipment and transmission lines.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	850,000	550,000	850,000	-	-	2,250,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: FIBER OPTIC - CLOSE FIBER RING
PROJECT NUMBER: SP2093**

Description: Provides reliable and consistent communications and data transfer to public safety City-wide, linking Fire Rescue, Police, the Emergency Operations Center and City Hall.

Justification: Funded with Proposition 3 of 2015 Bond Election; for the public purpose of constructing, improving, and equipping public safety facilities for the fire and police departments, consisting of a training facility and communications equipment and transmission lines.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	135,000	95,000	100,000	-	-	330,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MISCELLANEOUS SANITARY SEWER LINE REPAIR AND REPLACEMENT
PROJECT NUMBER: SS1102**

Description: Repair and replacement of miscellaneous sanitary sewer lines throughout the City.

Justification: Annual replacement program for sanitary sewer lines which have deteriorated and require ongoing maintenance. The replacement and/or rehabilitation of these lines will reduce the Infiltration/Inflow (I/I) into the system, which decreases operational costs for treating the water which enters the system from other sources.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	396,685	502,337	150,000	300,000	350,000	300,000	300,000	2,299,022
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SH66 E SEWER LINE
PROJECT NUMBER: SS1134**

Description: Increase the size of the sewer line

Justification: The City made commitment TECQ that to replace and increase the size of Sh-66 E Sanitary Sewer line.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	50,062	129,383	-	-	1,000,000	720,000	1,523,000	3,422,445
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: WESTSIDE LIFT STATION
PROJECT NUMBER: SS1158**

Description: Rehabilitation of the City's Westside Lift Station located on the west side of Lake Ray Hubbard north of SH 66. This lift station serves approximately 65% of the City's customers. This project resulted from the wet well deteriorating beyond repair due hydrogen sulfide gas attack to the concrete. The walls of the wet well were spalling off to the bottom of the wet well, and the pumps were damaged when the concrete chunks were sucked into the pumps. This project was also identified during the City's Sanitary Sewer Evaluation Study (SSES).

Justification: The rehabilitation of this lift station is required to continue providing sewer service to 65% of the customers of the City. If this project is not done, the lift station will continue to fail, and the City will be required to spend money on temporary pumping to keep repairing the lift station.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	1,009,034	141,889	-	-	-	-	-	1,150,923
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: EASTSIDE LIFT STATION
PROJECT NUMBER: SS1159**

Description: Rehabilitation of the City's Eastside Lift Station located on the east side of Lake Ray Hubbard north of SH 66. This lift station serves approximately 31% of the City's customers. This project was identified during the City's Sanitary Sewer Evaluation Study (SSES). The rehabilitation involves installing new larger pumps to bypass the Westside Lift Station.

Justification: Currently the Eastside Lift Station pumps sewer to the Westside Lift Station where the sewer is pumped again to the west before discharging into the Rowlett Creek Wastewater Plant in Garland. The rehabilitation of the Eastside Lift Station will eliminate the need to pump to the Westside Lift Station, saving millions in energy costs over the life of the lift station. The existing pumps are deteriorated. If this project is not completed, the City will continue to pay to pump the sewer twice and the lift station could fail requiring emergency repairs and potentially placing the sanitary sewer service in jeopardy.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	182,655	1,632,040	-	-	-	-	-	1,814,695
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MANHOLE REHAB
PROJECT NUMBER: SS2088**

Description: Part of the City's Sanitary Sewer Evaluation Study (SSES), which assesses, identifies, and recommends improvements to the City's aging sanitary sewer collection system. During the SSES, manholes were inspected and the ones which require rehabilitation were identified. The initial "worst of the worst" have previously been addressed but in an effort to better control unwanted infiltration of ground and storm water into the sanitary sewer system, continued rehabilitations are required. The level of funding adopted will provide for the remaining manholes to be addressed in an ongoing ten-year cycle.

Justification: The rehabilitation of the manholes is required to maintain the integrity of the City's sanitary sewer system. Without rehabilitation, the deteriorated manholes would allow outside groundwater to enter the system along with debris and the earth backfill around the manhole.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	189,345	558,522	-	-	-	290,000	415,000	1,452,867
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: BACKUP POWER
PROJECT NUMBER: SS2094**

Description: Back-up power on lift stations is currently limited to only a couple of locations. All stations in proximity of Lake Ray Hubbard are the number one priority and must be sustainable in the event of any failure in order to protect the water supply in the reservoir and to ensure the efficient processing of effluent without incident.

Justification: All stations in proximity of the reservoir must be sustainable in the event of a power failure to protect the water supply and to ensure the efficient processing of effluent without incident.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	119,083	164,316	-	-	-	125,000	125,000	533,399
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: LIFT & PUMP STATIONS
PROJECT NUMBER: SS2095**

Description: This program includes the systematic rehabilitation and replacement of lift and pump station components and related hoist equipment, overhead cranes, and motors.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	485,902	455,285	394,500	277,000	502,000	450,000	300,000	2,864,687
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SCADA
PROJECT NUMBER: SS2097**

Description: Supervisory Control and Data Acquisition

Justification: Computer control system that monitors and controls water distribution and wastewater collection

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	110,000	-	-	-	-	-	110,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CAPITAL MAINTENANCE CREW
PROJECT NUMBER: SS2102**

Description: Four authorized positions specialized in the operation of the new pipe bursting equipment.

Justification: The pipe bursting process are both parts of our effort to provide the highest level of service with the least amount of disruption to our community.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	196,776	203,224	200,000	200,000	200,000	200,000	200,000	1,400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: NORTHSHORE SANITARY SEWER
PROJECT NUMBER: SS2103**

Description: Approximately 7,750 linear feet of 15-inch sanitary sewer beginning near Liberty Road at the South and generally following Muddy Creek to point north and then west under the President George Bush Turnpike (PGBT) to serve the proposed Huffines Development. In addition, an approximate 1,400 linear foot section of sanitary sewer beginning at a connection point to the main line approximately 4,000 feet north of Liberty Road and extending west to and under the PGBT. The total length of sanitary sewer anticipated is approximately 11,750 linear feet.

Justification: Immediate needs is to serve the proposed Huffines Development. This project provides for strategic planning, giving Economic Development the resources needed for enticement to developers.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	158,651	1,701,740	-	-	-	-	-	1,860,391
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 24" FORCE MAIN & INSPECTION
PROJECT NUMBER: SS2104**

Description: Replacement and installation of approximately 550 linear feet of 24 inch sanitary sewer force main, temporary piping and bypass pumping during construction and other miscellaneous improvements on the east side of Lake Ray Hubbard, and cleaning and television inspection of 2,230 linear feet of existing 24 inch sanitary sewer on the west side of Lake Ray Hubbard.

Justification: Potential failure of the system identified by a video inspection

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	355,735	207,098	-	-	-	-	-	562,833
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SH-66 FORCE MAIN
PROJECT NUMBER: SS2105**

Description: Engineering expenses to begin for long-term planning for the rehabilitation of this line

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	1,743,000	1,580,000	877,000	4,200,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 36" WESTSIDE SEWER LINE
PROJECT NUMBER: SS2106**

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	1,400,000	-	-	1,400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: NORTHSIDE LIFT STATION UPGRADE
PROJECT NUMBER: SS2107**

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,100,000	1,100,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: LINE CONNECTION GARLAND PLANT
PROJECT NUMBER: SS2108**

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,500,000	1,500,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CONCRETE PAVEMENT REPAIR
PROJECT NUMBER: ST2052**

Description: This project is for the rehabilitation of miscellaneous concrete and asphalt streets with a Pavement Condition Index (PCI) of greater than 40. Each year, funds will be budgeted in the CIP to rehabilitate the chosen streets based on the rating of each street with a priority being given to the lowest rated streets above 40 in order to improve the PCI to 80 or better following the improvements.

Justification: To repair and maintain existing concrete and asphalt streets in order to extend the life of the concrete pavement.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	1,098,633	531,367	1,070,000	1,270,000	1,270,000	1,270,000	1,270,000	7,780,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MARTIN DRIVE RECONSTRUCTION
PROJECT NUMBER: ST2056**

Description: Reconstruct Martin Drive from SH 66 to Industrial. Martin Drive has been completed and open to traffic. The center northbound lane at SH66 is being striped as currently closed until a signal is warranted at the intersection. Future plans include an entrance feature on southeast corner.

Justification: Martin Drive will serve as the primary route for access to the DART light rail station. DART is reconstructing Martin Drive from Industrial to the railroad tracks. The additional turn lanes and traffic signal at SH 66 will improve mobility and decrease delay for motorists as traffic increases due to the new light rail station. This project was recommended by the 2009 CIP Bond Committee.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	150,000	-	-	-	-	-	150,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MERRITT ROAD INTERCONNECTOR PHASE I & II
PROJECT NUMBER: ST2074**

Description: This project is phase one and two of a three phased project. All three phases make up the installation of connector between Merritt Rd. and Liberty Grove Rd under PGBT. Phase I is from the Sachse city limits to Hickox Road. Phase II is from Hickox Road to the PGBT and Phase III is from the PGBT to Liberty Grove. Phase III will be addressed at a later date when the vacant parcels of land are developed. The roadway will be a 4-lane divided roadway. This project will be funded on a 80 (TxDOT)/ 20 (City) match using excess toll revenue funds. Final acceptance and release of retainage in December 2013.

Justification: Improved mobility and increased capacity on Merritt Road from the PGBT since there will not be service roads along the PGBT from Merritt Road to the City limits. This project was recommended by the 2009 CIP Bond Committee.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	13,143,640	1,771,738	-	-	-	-	-	14,915,378
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ALLEY PANEL REPLACEMENT
PROJECT NUMBER: ST2075**

Description: To remove and replace damaged concrete panels in alleys with a Pavement Condition Index (PCI) of > 60. The concrete pavement repairs consist of removing the failed pavement and installing new pavement.

Justification: To repair and maintain existing alleys in order to extend the life of the concrete pavement. The goal is to increase the PCI of these alleys to 80 or better.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	396,131	657,680	335,000	335,000	335,000	335,000	335,000	2,728,811
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: TRAFFIC MANAGEMENT PROJECTS
PROJECT NUMBER: ST2076**

Description: This project will fund traffic management projects along roadways in the City such as median openings/closings, turn lanes, deceleration lanes, intersection improvements, etc. This funding will also be used to partner and cost participate with developers to construct traffic management projects for development projects.

Justification: To construct traffic management improvements for improved safety and capacity of roadways.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	270,060	179,940	-	-	-	-	-	450,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ASPHALT REHABILITATION/OVERLAY PROJECT
PROJECT NUMBER: ST2077**

Description: Overlays and repairs to existing asphalt roadways. This project will fund asphalt overlays to existing concrete streets which are in need of reconstruction as a temporary repair to achieve a smooth street until funding becomes available to reconstruct the concrete roadway.

Justification: To increase the Pavement Condition Index (PCI) on asphalt roads and temporarily repair concrete streets with a PCI < 60

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	550,310	510,754	500,000	500,000	500,000	500,000	500,000	3,561,064
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CRACK SEAL FOR PAVEMENT
PROJECT NUMBER: ST2078**

Description: Installing crack seal on asphalt and concrete roadways as a maintenance measure to extend the life of the pavement. Streets usually need to be crack sealed every 2-4 years for optimum effect.

Justification: To adequately and properly maintain asphalt and concrete roadways in order to increase the life of the pavement surface.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	292,849	150,000	150,000	150,000	150,000	150,000	150,000	1,192,849
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: FOAM INJECTION UNDER CONCRETE PAVEMENT
PROJECT NUMBER: ST2080**

Description: Installing foam below pavement which has settled to raise the elevation of the pavement back to its original elevation for improved riding surface and drainage to extend the life of the pavement.

Justification: To adequately and properly maintain concrete roadways in order to increase the life of the pavement surface. High Density Polyurethane Foam Injection gives the City another cost effective tool to help us preserve and improve the overall PCI rating of existing roads. This prevents premature failure of pavement and costly reconstruction.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	120,249	134,294	125,000	125,000	125,000	125,000	125,000	879,543
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SCREENING WALL REHABILITATION
PROJECT NUMBER: ST2084**

Description: Project to make repairs to existing screening walls located in the City's right-of-way.

Justification: To repair and maintain existing screening walls to improve the quality of life, safety, and property values.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	41,892	73,331	50,000	50,000	50,000	50,000	50,000	365,223
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SIGN REPLACEMENT/PAVEMENT MARKING
PROJECT NUMBER: ST2085**

Description: To replace existing street regulatory signs and pavement markings, including striping.

Justification: To bring the City up to the current standards for street signs in accordance to the Texas Manual on Uniform Traffic Control Devices (TMUTCD) and provide proper pavement markings to improve the safety of motorists.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	99,400	90,000	90,000	90,000	90,000	90,000	90,000	639,400
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: TRAFFIC SIGNAL REPAIR/MAINTENANCE
PROJECT NUMBER: ST2086**

Description: To establish an annual program to make repairs to existing traffic signals located in the City. In the 2010 federal census, the City of Rowlett exceeded 50,000 in population, and the responsibilities of the traffic signals on the state highway system were transferred to the City of Rowlett for construction, maintenance and operations. This change increased the signalized intersections that the City is responsible for maintaining from 15 to 23 locations.

Justification: To repair and maintain existing traffic signals in the City to keep signals safe. The City was required to take over the maintenance of the signals along Lakeview Parkway from TxDOT after the 2010 census.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	24,205	64,128	30,000	30,000	30,000	30,000	30,000	238,333
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SIDEWALK IMPROVEMENT PROGRAM
PROJECT NUMBER: ST2097**

Description: To fund repairs to existing sidewalks and also construct new sidewalks.

Justification: To adequately and properly maintain concrete sidewalks in areas of high pedestrian traffic.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	25,741	55,000	55,000	55,000	55,000	55,000	55,000	355,741
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SOUTHBOUND DALROCK @ SH-66 TURN LANE DESIGN
PROJECT NUMBER: ST2099**

Description: This project is for the design of intersection improvements along Dalrock Road at the intersection of Lakeview Parkway. The construction cost will be funded separately once the design is complete. The design will include additional turn lanes for northbound and southbound Dalrock Road in an effort to reduce the delay experienced by motorists at the intersection.

Justification: The existing lane configuration does not provide enough capacity during the morning and evening peak traffic times. Motorists experience longer than normal delays during the peak times.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	72,066	872,934	-	-	-	-	-	945,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MILLER ROAD/ROWLETT CREEK BRIDGE
PROJECT NUMBER: ST2100**

Description: To fund the expansion of the Rowlett Creek Bridge on Miller Road. Proposed bridge is 1,200 feet long and would span both Rowlett Creek and Old Rowlett Creek.

Justification: Miller is a major east-west thoroughfare that must be improved to handle current and future traffic. Proposed improvements would eliminate a bottleneck that is created by the two lane facility from 0.25 east of Centerville Road to Dexham Road. This project will be constructed as part of the Dallas County MCIP program.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	623,443	-	-	-	-	-	623,443
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ALLEY RECONSTRUCTION IMPROVEMENTS
PROJECT NUMBER: ST2102**

Description: Miscellaneous alley improvements throughout the city. The alleys chosen for reconstruction each year are based on pavement conditioning index. The priority is given to the alleys with the worst rating. Each year, additional alleys will be reconstructed. The candidates will be determined by their Pavement Condition Index, drainage, and safety.

Justification: Funded with both Capital Maintenance Program funding and Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	233,781	1,644,270	1,683,119	1,458,585	1,731,191	598,213	606,341	7,955,500
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: BIG A ROAD SHOULDER STABILIZATION
PROJECT NUMBER: ST2103**

Description: This project consists of the stabilizing 850 linear feet (LF) of roadway and widening the shoulder by six feet.

Justification: Project is in conjunction with Big A water line improvements; the work on Big A water line is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	510,000	-	-	-	-	-	510,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PRIMROSE LANE
PROJECT NUMBER: ST2105**

Description: Project includes installing a new drainage system, pavement and sidewalks; Design included in project expense.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	1,550,000	-	-	-	-	1,550,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: DALROCK ESTATES
PROJECT NUMBER: ST2106**

Description: Installing a new drainage system, pavement and sidewalks; complete the design for both phases; Phase II will be considered for construction in future initiatives; Phase I streets include Highgate Lane, Woodside Road and Yorkshire Drive

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	1,600,000	1,700,000	100,000	-	-	3,400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: HIGHLAND MEADOWS
PROJECT NUMBER: ST2107**

Description: Includes installing a new drainage system, pavement and sidewalks; complete design for both phases; Phase II will be considered for construction in future initiatives; Phase I streets include Miami Drive, Vernon Drive and Westfield Drive.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	430,000	1,000,000	1,600,000	-	-	3,030,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MAIN ST. - ROUNDABOUT TO PGBT
PROJECT NUMBER: ST2108**

Description: Pavement section will mirror the western section of Main Street carrying a consistent theme throughout the Downtown area; project includes installing a new drainage system, pavement and wide sidewalks; project is a catalyst for economic development opportunities.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	1,870,000	-	-	-	-	1,870,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: RIGHT TURN LAND ON MAIN & PGBT
PROJECT NUMBER: ST2109**

Description: Install free right turn lanes to facilitate traffic flows and turning movements.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	260,000	-	-	-	-	260,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MERRITT ROAD INTERCONNECTOR PHASE 2
PROJECT NUMBER: ST2110**

Description: Design and property acquisition; project is a catalyst for economic development and has potential for leveraging funds if shovel ready through potential grants; today's costs are as high as \$15 M and are unfunded for construction.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	250,000	250,000	1,000,000	-	-	1,500,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: TRAFFIC SIGNAL AT CHIESA & LIBERTY GROVE
PROJECT NUMBER: ST2111**

Description: Traffic signal to improve traffic control at Chiesa and Liberty Grove; may be a part of Merritt Road Extension planning process; allows for safe turning movements at a busy intersection.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	225,000	-	-	-	-	225,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: SIDEWALK CONNECTIONS
PROJECT NUMBER: ST2112**

Description: Includes identified gaps, PGBT service roads to high school, 66 corridor, and others to be identified and prioritized in a master planning effort.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	80,000	100,000	100,000	-	-	280,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: LAKE COUNTRY ESTATES
PROJECT NUMBER: ST2113**

Description: Project includes installing a new drainage system, pavement and sidewalks; complete design for both phases; phase II will be considered for future bond initiatives; phase I streets include Llano Street, Southridge Drive, Westview Drive, and West Lynnwood Drive.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	3,650,000	-	-	3,650,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ADVANCED TRAFFIC MANAGEMENT SYSTEM
PROJECT NUMBER: ST2114**

Description: Initial assessment of existing systems, development of new integrated and synchronized systems to manage traffic flows, installation of equipment; focus of this project will include addressing timings, preprogrammed scenarios for incident control, and monitoring systems to allow for automated management of the system through a centralized control center; will provide managed traffic management during peak times, rush hour, and emergency situations.

Justification: Funded with Proposition 1 of 2015 Bond Election; for the public purpose of constructing, improving, extending, expanding, upgrading and developing streets and roads, including utility relocation, landscaping, sidewalks, traffic safety and operational improvements, drainage, the purchase of any necessary right-of-way and other costs related to such street and road projects.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	800,000	-	-	800,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CHIESA & MILLER INTERSECTION & DRAINAGE
PROJECT NUMBER: ST2115**

Description: Future planning for necessary projects; potentially grant funding

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	2,100,000	-	2,100,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CHIESA ROAD 16" WATER LINE
PROJECT NUMBER: TIRZ01**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,171,000	1,171,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: DALROCK ROAD 24' WATER LINE
PROJECT NUMBER: TIRZ02**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,931,600	1,931,600
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MERRITT ROAD PUMP STATION 24'
PROJECT NUMBER: TIRZ03**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	4,038,800	4,038,800
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PRINCETON ROAD 30"-36" WATER LINE
PROJECT NUMBER: TIRZ04**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	5,531,600	5,531,600
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 5.8 MGD PLANT EXPANSION
PROJECT NUMBER: TIRZ05**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	3,400,000	3,400,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: BAYSIDE LIFT STATION
PROJECT NUMBER: TIRZ06**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	3,237,643	3,237,643
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MILLER RD UPSIZE TO 18" SEWER LINE
PROJECT NUMBER: TIRZ07**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	927,825	927,825
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: UPSIZE PUMP ROWLETT RD PUMP STATION
PROJECT NUMBER: TIRZ08**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	312,000	312,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: UPSIZE TO 18" FORCE MAIN
PROJECT NUMBER: TIRZ09**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	860,000	860,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MILLER RD/DEXHAM 24" SEWER LINE
PROJECT NUMBER: TIRZ10**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,090,018	1,090,018
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 51" SEWER LINE TO GARLAND PLANT
PROJECT NUMBER: TIRZ11**

Description: Future utility need for Bayside development.

Justification: With the recent acquisition of the Elgin B Robertson property, the City has now embarked into a new level of development and future service delivery in what will become Bayside. Off-site improvements to utilities required to service the development will be upwards of \$24 million and funded by the Bayside TIRZ.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	-	1,491,148	1,491,148
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MISCELLANEOUS WATER LINE REPAIR AND REPLACEMENT
PROJECT NUMBER: WA1108**

Description: Repair and replacement of miscellaneous water lines throughout the City. This account also funds upgrading waterlines as part of development projects.

Justification: Annual replacement program for waterlines which have deteriorated and require ongoing maintenance.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	141,725	647,011	150,000	300,000	350,000	300,000	300,000	2,188,736
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: WATER TANK REFURBISHING
PROJECT NUMBER: WA1118**

Description: Project to repair and repaint the City's water distribution tanks.

Justification: To repair and maintain the water tanks to meet TCEQ and AWWA standards in order to keep the drinking water safe.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	105,406	7,042	-	-	-	-	-	112,448
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 16" WATERLINE ALONG MAIN STREET WEST OF KIRBY ROAD (PGBT)
PROJECT NUMBER: WA1156**

Description: Install a 16" waterline along Main Street west of Kirby Road that will replace the existing 8" water line along Main Street from Skyline to the PGBT corridor.

Justification: Identified in the Water Master Plan and will complete a 16" loop along Main Street.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	13,780	477,620	-	-	-	-	-	491,400
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 16" WATERLINE ALONG MILLER ROAD FROM ROWLETT ROAD TO KIRBY ROAD (PGBT)
PROJECT NUMBER: WA1157**

Description: Install a 16" waterline along Miller Road from Rowlett Road to Kirby Road (PGBT); will be a transmission line used to move water to the southwest quadrant of the City to elevate the pressure and capacity of the water system in this area.

Justification: Identified in the Water Master Plan and will complete a 16" loop along Miller Road for improved pressure and capacity in the southwest quadrant of the City.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	35,520	1,306,480	-	-	-	-	-	1,342,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: ROWLETT ROAD PUMP STATION IMPROVEMENTS
PROJECT NUMBER: WA2095**

Description: This project will involve installing pressure actuated valves in strategic locations in the northwest quadrant of the City to establish an interim upper pressure plane until permanent improvements can be constructed to complete the development of the upper pressure plane. Pumps at the Rowlett Road Pump Station will also be installed to serve the interim pressure plane. The upper pressure plane is required to increase the system pressure for the customers in the northwest quadrant of the City.

Justification: This development of the upper pressure plane is shown on the City's Water Master Plan. This project is necessary to develop an interim Upper Pressure Plan in the City's water distribution system until permanent improvements are installed to increase the system water pressure for the northwest portion of the City.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	4,016,502	844,184	-	-	-	-	-	4,860,686
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 12" WATER MILLER EAST OF CHIESA
PROJECT NUMBER: WA2098**

Description: A major component of the Utility Capital Maintenance program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The goal for the first five years is to eliminate the undesirable materials defects. This pipe maintenance plan is anticipated to be an ongoing program.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	350,000	-	-	-	-	-	350,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: UTILITY APPURTENANCES (VALVES & HYDRANTS)
PROJECT NUMBER: WA2099**

Description: Systematic replacement of valves and hydrant, related equipment and testing apparatus are required for better utility system operation.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	36,922	17,026	-	17,500	17,500	42,500	42,500	88,948
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: MARTHA ELEVATED TANK REFURBISHMENT
PROJECT NUMBER: WA2100**

Description: To rehabilitate and restore operations of the elevated storage tank including the replacement of the service line and all its appurtance (pipes, valves, etc.). This elevated storage tank was taken offline due to inadequate chlorine residuals.

Justification: To repair and maintain the water tanks to meet TCEQ and AWWA standards in order to keep the drinking water safe.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	38,874	826	-	-	-	-	-	39,700
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PGBT WATER & MILLER HEIGHTS TO RHS
PROJECT NUMBER: WA2101**

Description: A major component of the Utility Capital Maintenance program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The goal for the first five years is to eliminate the undesirable materials defects. This pipe maintenance plan is anticipated to be an ongoing program.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	29,347	204,948	-	-	-	-	-	234,295
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: PREVENTATIVE MAINTENANCE
PROJECT NUMBER: WA2103**

Description: This part of the plan includes multiple items and upgrades, addressing the redesigning and implementation of system security, SCADA upgrades, elimination of redundant lines, service line upgrades, looping of systems, replacement of blow offs, air release valves, sampling stations, backflow prevention, and pretreatment components.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	64,377	486,438	42,500	42,500	42,500	42,500	142,500	863,315
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: TOWER/TANK MAINTENANCE
PROJECT NUMBER: WA2104**

Description: The systematic and ongoing refurbishing, inspections, painting and improvement of the tower and tanks and the associated components.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	67,773	-	-	900,000	450,000	450,000	1,867,773
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: TOOLS & EQUIPMENT
PROJECT NUMBER: WA2105**

Description: A variety of components are required to effectively operate. Staff has recently initiated the use of more recent technologies that enable effective and efficient processes to be employed. Tools and equipment include air compressor, cut saws, and other related items to operate efficiently.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	24,298	25,702	-	-	-	-	-	50,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CAPITAL EQUIPMENT LEASING
PROJECT NUMBER: WA2106**

Description: Payments for major capital equipment, including the pipe bursting equipment, made with lease-purchase arrangements.

Justification: The pipe bursting equipment and other equipment purchases are both parts of our effort to provide the highest level of service with the least amount of disruption to our community.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	52,893	331,107	363,000	438,000	438,000	475,000	475,000	2,573,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 1.25 MG ELEVATED TANK FOR UPPER PRESSURE PLANE
PROJECT NUMBER: WA2107**

Description: This project will consist of the construction of a 1.25 MG Elevated Storage Tank to be located at the existing Main Street Lift Station site. In addition to the new composite elevated water storage tank, this includes associated on-site water lines and connections, off-site water lines, and upper pressure plane interconnection valves as a part of the permanent Upper Pressure Plane solution.

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	969,626	3,847,484	-	-	-	-	-	4,817,110
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 24" WATER LINE LOWER PRESSURE PLANE
PROJECT NUMBER: WA2108**

Description: Castle Drive 24" Water Main from Rowlett Road to Toler Road

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	1,304,201	13,509	-	-	-	-	-	1,317,710
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: UPP 16" WATER LINE ENHANCEMENTS
PROJECT NUMBER: WA2109**

Description: 16" water line on SH66 & Rowlett pump station

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	484,551	-	-	-	-	-	484,551
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: BIG A WATER LINE IMPROVEMENTS
PROJECT NUMBER: WA2110

Description: This project, formerly known as the "20 Inch Water Line along State Highway (SH) 66 (Lakeview Parkway)", consists of the installation of approximately 4,700 linear feet of 20 inch diameter waterline from President George Bush Turnpike (PGBT) along Big A Road to Rowlett Road south to SH66. It is a primary step in the improvement process of the Upper Pressure Plane's system pressures and capacity.

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	83,284	1,745,266	-	-	-	-	-	1,828,550
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: 12" WATER LINE DALROCK-MILLER-SCHRADE
PROJECT NUMBER: WA2111

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	-	2,700,000	-	2,700,000
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: ADDITIONAL PUMP FOR UPPER PRESSURE PLANE
PROJECT NUMBER: WA2112

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	330,000	-	-	330,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: CAPITAL EQUIPMENT REPLACEMENT
PROJECT NUMBER: WA2113**

Description: Payments for major capital equipment.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	50,000	-	25,000	-	125,000	50,000	250,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 12" WATER LINE BOYD (LPP)
PROJECT NUMBER: WA2114**

Description: Installation of a 12" water main on Boyd through Kirby Park.

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	625,000	-	-	-	-	-	625,000
Operating Impact	-	-	-	-	-	-	-	-

**PROJECT NAME: 16" WATER LINE WEST PGBT SERVICE ROAD
PROJECT NUMBER: WA2115**

Description: Last section that needs to be designed and installed in order to complete the two pressure planes.

Justification: Studies have identified the need for two pressure planes to address long standing inconsistencies in water pressure. Plan is to address issues with the lower pressure water zone and expand the Upper Pressure Plane area in several phases to provide desirable and sustainable pressures of 45 PSI.

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	507,290	-	-	-	-	-	507,290
Operating Impact	-	-	-	-	-	-	-	-

PROJECT NAME: 16" WATER LINE WEST PGBT MAIN STREET SH66
PROJECT NUMBER: WA2116

Description: Future planning for necessary utility projects

Justification: Future planning for necessary utility projects

Financial Information	Project to Date	Budget 2015	2016	2017	2018	2019	2020	Project Total
Project Budget	-	-	-	-	527,000	-	-	527,000
Operating Impact	-	-	-	-	-	-	-	-

Debt Service

GENERAL OBLIGATION DEBT SERVICE

The City of Rowlett issues general obligation bonds for a term of generally twenty years, for the purpose of constructing major capital improvements that include municipal facilities, parks and streets.

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The resources of this fund are generated by a tax levy based upon property values. Payments of principal and interest are made for general obligation bonds, certificates of obligation, and tax notes.

Current outstanding debt including principal and interest equals \$95,933,230. This includes general obligation refunded issues, improvements, certificates of obligation, and tax notes issued during 1997 through 2016. The projected 2015-16 requirements are estimated at \$10,366,144. The total amount of outstanding debt represents 2.67% of assessed value.

The State of Texas limits the ad valorem tax rate to \$2.50 per \$100 valuation. Rowlett’s rate of \$0.787173 falls well under this limit. The city currently operates with the following general obligation debt ratios:

Net debt per capita: \$1,599

Net debt to assessed value: 2.12%

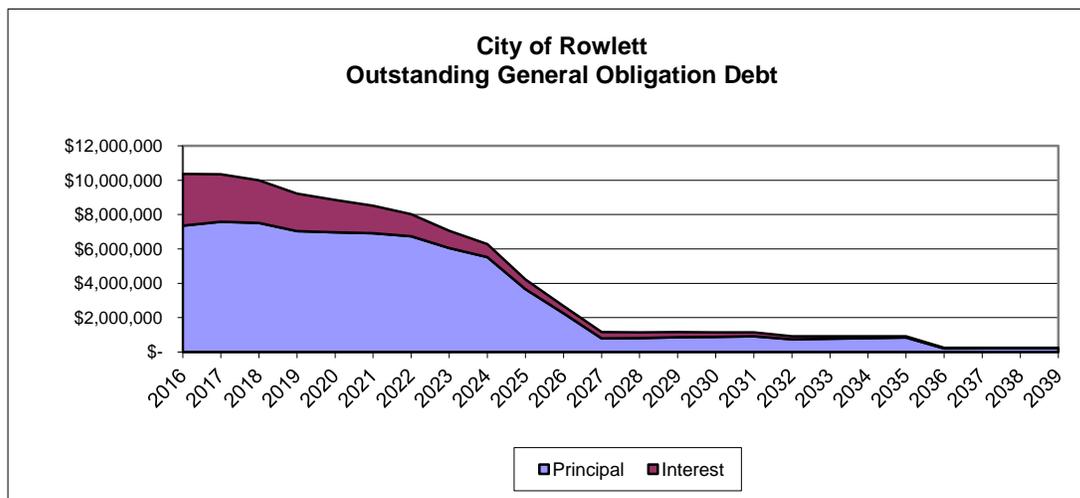
The following table reflects the allocation of the property tax levy between Debt Service and General Fund operations for FY 2015-16 and previous years:

	2011-12	2012-13	2013-14	2014-15	2015-16
Debt Service	0.256340	0.254500	0.242400	0.237403	0.209254
O & M	0.490833	0.492673	0.504773	0.549770	0.577919
Total	0.747173	0.747173	0.747173	0.787173	0.787173

The tables on the following pages detail each current outstanding bond issue that is owed by the City. The tables show the date of issue, the years remaining on the payment schedule, and the amount of principal and interest in each year. The first table is a summary of all outstanding issues.

**OUTSTANDING GENERAL OBLIGATION DEBT SERVICE
AS OF OCTOBER 1, 2015**

Date	Principal	Interest	Total P&I
2016	7,355,000.00	3,011,143.84	10,366,143.84
2017	7,580,000.00	2,772,340.00	10,352,340.00
2018	7,510,000.00	2,483,775.00	9,993,775.00
2019	7,030,000.00	2,182,930.00	9,212,930.00
2020	6,960,000.00	1,892,977.00	8,852,977.00
2021	6,915,000.00	1,598,728.00	8,513,728.00
2022	6,735,000.00	1,291,348.50	8,026,348.50
2023	6,055,000.00	1,006,292.50	7,061,292.50
2024	5,525,000.00	757,890.00	6,282,890.00
2025	3,660,000.00	564,501.25	4,224,501.25
2026	2,245,000.00	436,158.75	2,681,158.75
2027	790,000.00	364,858.75	1,154,858.75
2028	815,000.00	332,602.50	1,147,602.50
2029	855,000.00	299,133.75	1,154,133.75
2030	880,000.00	260,602.50	1,140,602.50
2031	920,000.00	216,927.50	1,136,927.50
2032	740,000.00	176,915.00	916,915.00
2033	770,000.00	140,602.50	910,602.50
2034	810,000.00	102,702.50	912,702.50
2035	850,000.00	62,752.50	912,752.50
2036	205,000.00	38,090.00	243,090.00
2037	215,000.00	29,377.50	244,377.50
2038	225,000.00	20,240.00	245,240.00
2039	235,000.00	10,340.00	245,340.00
Total	\$ 75,880,000.00	\$ 20,053,229.84	\$ 95,933,229.84



**GENERAL OBLIGATION REFUNDING & IMPROVEMENT BONDS
SERIES 2015**

Original Issue: 32,240,000

Interest Rate:

Date	Principal	Interest	Total P&I
2016	2,145,000.00	1,462,522.92	3,607,522.92
2017	3,355,000.00	1,384,300.00	4,739,300.00
2018	3,295,000.00	1,234,825.00	4,529,825.00
2019	3,325,000.00	1,069,325.00	4,394,325.00
2020	3,145,000.00	907,575.00	4,052,575.00
2021	1,620,000.00	788,450.00	2,408,450.00
2022	1,705,000.00	705,325.00	2,410,325.00
2023	1,795,000.00	617,825.00	2,412,825.00
2024	1,890,000.00	525,700.00	2,415,700.00
2025	1,985,000.00	428,825.00	2,413,825.00
2026	2,095,000.00	326,825.00	2,421,825.00
2027	635,000.00	261,750.00	896,750.00
2028	660,000.00	235,850.00	895,850.00
2029	685,000.00	208,950.00	893,950.00
2030	720,000.00	177,250.00	897,250.00
2031	755,000.00	140,375.00	895,375.00
2032	565,000.00	107,375.00	672,375.00
2033	590,000.00	78,500.00	668,500.00
2034	620,000.00	48,250.00	668,250.00
2035	655,000.00	16,375.00	671,375.00
Total	\$ 32,240,000.00	\$ 10,726,172.92	\$ 42,966,172.92

**LIMITED TAX NOTE
SERIES 2015**

Original Issue: \$1,235,000

Interest Rate: 1.8500%

Date	Principal	Interest	Total P&I
2016	165,000.00	24,247.17	189,247.17
2017	175,000.00	14,860.00	189,860.00
2018	175,000.00	13,145.00	188,145.00
2019	175,000.00	10,975.00	185,975.00
2020	180,000.00	8,372.00	188,372.00
2021	180,000.00	5,348.00	185,348.00
2022	185,000.00	1,869.50	186,869.50
Total	\$ 1,235,000.00	\$ 78,816.67	\$ 1,313,816.67

**GENERAL OBLIGATION REFUNDING TAXABLE BONDS
REFUNDING BONDS, SERIES 2014**

Original Issue: \$3,750,000
Interest Rate: Various - 3.000% to 4.400%

Date	Principal	Interest	Total P&I
2016	100,000.00	144,990.00	244,990.00
2017	100,000.00	141,990.00	241,990.00
2018	105,000.00	138,990.00	243,990.00
2019	110,000.00	135,840.00	245,840.00
2020	110,000.00	132,540.00	242,540.00
2021	115,000.00	129,240.00	244,240.00
2022	120,000.00	125,790.00	245,790.00
2023	120,000.00	122,190.00	242,190.00
2024	125,000.00	117,990.00	242,990.00
2025	130,000.00	112,990.00	242,990.00
2026	135,000.00	107,790.00	242,790.00
2027	140,000.00	102,052.50	242,052.50
2028	145,000.00	96,102.50	241,102.50
2029	155,000.00	89,940.00	244,940.00
2030	160,000.00	83,352.50	243,352.50
2031	165,000.00	76,552.50	241,552.50
2032	175,000.00	69,540.00	244,540.00
2033	180,000.00	62,102.50	242,102.50
2034	190,000.00	54,452.50	244,452.50
2035	195,000.00	46,377.50	241,377.50
2036	205,000.00	38,090.00	243,090.00
2037	215,000.00	29,377.50	244,377.50
2038	225,000.00	20,240.00	245,240.00
2039	235,000.00	10,340.00	245,340.00
Total	\$ 3,655,000.00	\$ 2,188,860.00	\$ 5,843,860.00

**GENERAL OBLIGATION REFUNDING BONDS
REFUNDING BONDS, SERIES 2013**

Original Issue: \$7,910,000

Interest Rate: Various - 2.700% to 5.000%

Date	Principal	Interest	Total P&I
2016	165,000.00	268,140.00	433,140.00
2017	170,000.00	263,115.00	433,115.00
2018	180,000.00	257,865.00	437,865.00
2019	-	255,165.00	255,165.00
2020	-	255,165.00	255,165.00
2021	1,340,000.00	221,665.00	1,561,665.00
2022	1,405,000.00	153,040.00	1,558,040.00
2023	1,455,000.00	99,727.50	1,554,727.50
2024	1,490,000.00	61,425.00	1,551,425.00
2025	1,530,000.00	20,655.00	1,550,655.00
Total	\$ 7,735,000.00	\$ 1,855,962.50	\$ 9,590,962.50

**GENERAL OBLIGATION REFUNDING BONDS
REFUNDING BONDS, SERIES 2012**

Original Issue: \$17,155,000

Interest Rate: Various - 2.000% to 5.000%

Date	Principal	Interest	Total P&I
2016	1,495,000.00	575,900.00	2,070,900.00
2017	1,540,000.00	530,375.00	2,070,375.00
2018	1,595,000.00	483,350.00	2,078,350.00
2019	1,640,000.00	434,825.00	2,074,825.00
2020	1,680,000.00	385,025.00	2,065,025.00
2021	1,745,000.00	324,925.00	2,069,925.00
2022	1,820,000.00	244,525.00	2,064,525.00
2023	1,915,000.00	151,150.00	2,066,150.00
2024	2,020,000.00	52,775.00	2,072,775.00
2025	15,000.00	2,031.25	17,031.25
2026	15,000.00	1,543.75	16,543.75
2027	15,000.00	1,056.25	16,056.25
2028	10,000.00	650.00	10,650.00
2029	15,000.00	243.75	15,243.75
Total	\$ 15,520,000.00	\$ 3,188,375.00	\$ 18,708,375.00

**GENERAL OBLIGATION REFUNDING BONDS
REFUNDING BONDS, SERIES 2011**

Original Issue: \$9,000,000

Interest Rate: Various - 2.000% to 4.000%

Date	Principal	Interest	Total P&I
2016	1,155,000.00	262,125.00	1,417,125.00
2017	1,180,000.00	227,100.00	1,407,100.00
2018	1,225,000.00	184,900.00	1,409,900.00
2019	805,000.00	144,300.00	949,300.00
2020	830,000.00	111,600.00	941,600.00
2021	865,000.00	77,700.00	942,700.00
2022	740,000.00	45,600.00	785,600.00
2023	770,000.00	15,400.00	785,400.00
Total	\$ 7,570,000.00	\$ 1,068,725.00	\$ 8,638,725.00

**GENERAL OBLIGATION REFUNDING BONDS
REFUNDING BONDS, SERIES 2010**

Original Issue: \$10,825,000

Interest Rate: Various - 2.000% to 4.000%

Date	Principal	Interest	Total P&I
2016	1,025,000.00	249,737.50	1,274,737.50
2017	1,060,000.00	210,600.00	1,270,600.00
2018	935,000.00	170,700.00	1,105,700.00
2019	975,000.00	132,500.00	1,107,500.00
2020	1,015,000.00	92,700.00	1,107,700.00
2021	1,050,000.00	51,400.00	1,101,400.00
2022	760,000.00	15,200.00	775,200.00
Total	\$ 6,820,000.00	\$ 922,837.50	\$ 7,742,837.50

**COMBINATION TAX AND LIMITED SURPLUS REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2006****Original Issue: \$26,280,000****Interest Rate: Various - 4.250% to 5.125%**

Date	Principal	Interest	Total P&I
2016	1,105,000.00	23,481.25	1,128,481.25
Total	\$ 1,105,000.00	\$ 23,481.25	\$ 1,128,481.25

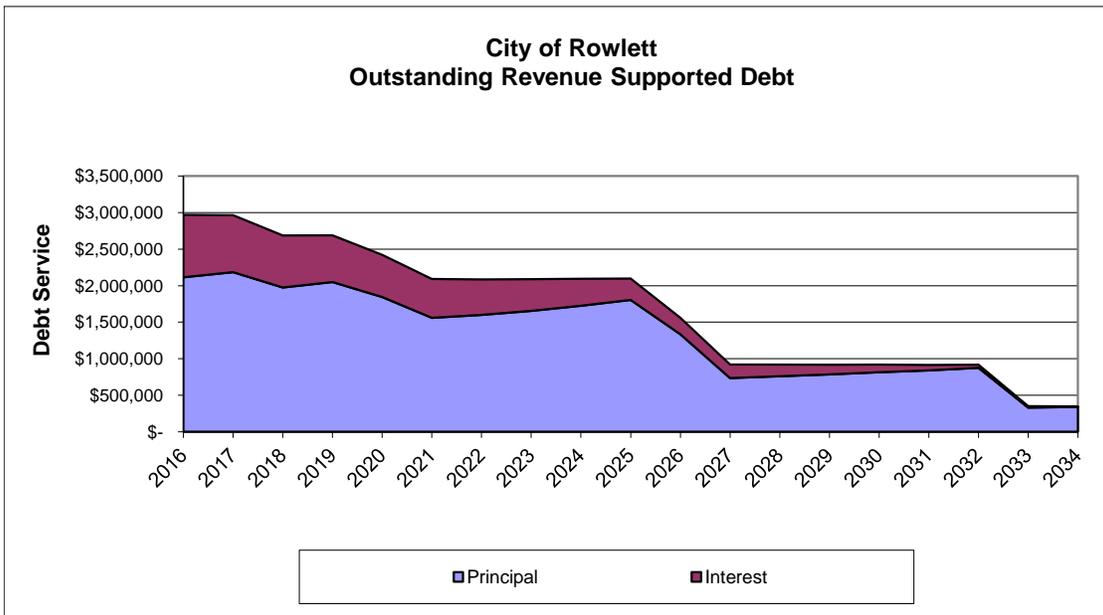
WATERWORKS AND SEWER SYSTEM REVENUE BONDS

Waterworks and Sewer System Revenue Bonds are issued for a term of generally twenty years for the purpose of constructing major capital improvements, which include water and wastewater mains, pumping facilities and storage tanks. The net revenues of the Utility Fund secure the Waterworks and Sewer System Revenue Bonds.

Total outstanding waterworks and sewer system revenue debt including estimated fees equals \$31,959,243 with the FY 2015-16 requirements being \$2,969,905.

**OUTSTANDING REVENUE SUPPORTED DEBT SERVICE
AS OF OCTOBER 1, 2015**

Date	Principal	Interest	Total P&I
2016	2,115,000.00	854,905.34	2,969,905.34
2017	2,185,000.00	780,325.02	2,965,325.02
2018	1,975,000.00	712,650.02	2,687,650.02
2019	2,050,000.00	639,175.02	2,689,175.02
2020	1,845,000.00	577,462.52	2,422,462.52
2021	1,560,000.00	531,706.27	2,091,706.27
2022	1,600,000.00	485,200.02	2,085,200.02
2023	1,655,000.00	433,853.14	2,088,853.14
2024	1,725,000.00	369,668.76	2,094,668.76
2025	1,805,000.00	292,618.76	2,097,618.76
2026	1,335,000.00	225,668.76	1,560,668.76
2027	735,000.00	185,521.88	920,521.88
2028	760,000.00	159,537.50	919,537.50
2029	785,000.00	132,368.75	917,368.75
2030	815,000.00	104,231.25	919,231.25
2031	840,000.00	74,450.00	914,450.00
2032	875,000.00	42,900.00	917,900.00
2033	330,000.00	20,200.00	350,200.00
2034	340,000.00	6,800.00	346,800.00
Total	\$ 25,330,000.00	\$ 6,629,243.01	\$ 31,959,243.01



**WATERWORKS & SEWER SYSTEM REFUNDING BONDS
SERIES 2015**

Original Issue: \$12,330,000

Interest Rate: Various:

Date	Principal	Interest	Total P&I
2016	775,000.00	443,361.58	1,218,361.58
2017	1,645,000.00	399,556.26	2,044,556.26
2018	1,420,000.00	346,481.26	1,766,481.26
2019	1,480,000.00	288,481.26	1,768,481.26
2020	1,260,000.00	243,131.26	1,503,131.26
2021	955,000.00	214,250.01	1,169,250.01
2022	980,000.00	186,418.76	1,166,418.76
2023	1,015,000.00	155,859.38	1,170,859.38
2024	1,060,000.00	113,500.00	1,173,500.00
2025	1,115,000.00	59,125.00	1,174,125.00
2026	625,000.00	15,625.00	640,625.00
Total	\$ 12,330,000.00	\$ 2,465,789.77	\$ 14,795,789.77

**WATERWORKS & SEWER SYSTEM REVENUE BONDS
SERIES 2014**

Original Issue: \$4,825,000

Interest Rate: Various: 1.000% - 4.000%

Date	Principal	Interest	Total P&I
2016	175,000.00	175,100.00	350,100.00
2017	180,000.00	169,775.00	349,775.00
2018	185,000.00	164,300.00	349,300.00
2019	190,000.00	158,200.00	348,200.00
2020	195,000.00	151,462.50	346,462.50
2021	205,000.00	144,462.50	349,462.50
2022	210,000.00	136,937.50	346,937.50
2023	220,000.00	128,600.00	348,600.00
2024	230,000.00	119,600.00	349,600.00
2025	240,000.00	110,200.00	350,200.00
2026	250,000.00	100,400.00	350,400.00
2027	260,000.00	90,200.00	350,200.00
2028	270,000.00	79,600.00	349,600.00
2029	280,000.00	68,600.00	348,600.00
2030	290,000.00	57,200.00	347,200.00
2031	300,000.00	45,400.00	345,400.00
2032	315,000.00	33,100.00	348,100.00
2033	330,000.00	20,200.00	350,200.00
2034	340,000.00	6,800.00	346,800.00
Total	\$ 4,665,000.00	\$ 1,960,137.50	\$ 6,625,137.50

**WATERWORKS & SEWER SYSTEM REVENUE BONDS
SERIES 2012**

Original Issue: \$8,525,000

Interest Rate: Various: 2.000% - 3.500%

Date	Principal	Interest	Total P&I
2016	350,000.00	218,993.76	568,993.76
2017	360,000.00	210,993.76	570,993.76
2018	370,000.00	201,868.76	571,868.76
2019	380,000.00	192,493.76	572,493.76
2020	390,000.00	182,868.76	572,868.76
2021	400,000.00	172,993.76	572,993.76
2022	410,000.00	161,843.76	571,843.76
2023	420,000.00	149,393.76	569,393.76
2024	435,000.00	136,568.76	571,568.76
2025	450,000.00	123,293.76	573,293.76
2026	460,000.00	109,643.76	569,643.76
2027	475,000.00	95,321.88	570,321.88
2028	490,000.00	79,937.50	569,937.50
2029	505,000.00	63,768.75	568,768.75
2030	525,000.00	47,031.25	572,031.25
2031	540,000.00	29,050.00	569,050.00
2032	560,000.00	9,800.00	569,800.00
Total	\$ 7,520,000.00	\$ 2,185,865.74	\$ 9,705,865.74

**WATERWORKS & SEWER SYSTEM REFUNDING BONDS
SERIES 2006**

Original Issue: \$11,775,000

Interest Rate: Various: 4.250% - 4.750%

Date	Principal	Interest	Total P&I
2016	460,000.00	10,350.00	470,350.00
Total	\$ 460,000.00	\$ 10,350.00	\$ 470,350.00

**WATERWORKS & SEWER SYSTEM REVENUE BONDS
SERIES 2005A**

Original Issue: \$7,180,000

Interest Rate: Various: 4.000% - 4.375%

Date	Principal	Interest	Total P&I
2016	355,000.00	7,100.00	362,100.00
Total	\$ 355,000.00	\$ 7,100.00	\$ 362,100.00

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, teal, cursive script. Below it, the word "TEXAS" is written in a smaller, teal, sans-serif font. A red, curved underline swoosh is positioned beneath the "Rowlett" text, extending from the right side of the word "Rowlett" and curving under the "TEXAS" text.

Supplemental Information

FINANCIAL AND FISCAL POLICIES

FINANCIAL AND FISCAL POLICIES

I. STATEMENT OF PURPOSE

The City recognizes that the community of Rowlett is a unique, dynamic environment with a rich, cultural history and desires to enhance and protect that environment through the adoption of fiscally responsible policies that will maintain or improve the financial health and well being of the City. In order to accomplish this, it is critical to understand the external economic factors operating in the community, identify existing and/or emerging problems before they reach serious proportions, and consider the financial impact decisions have on the City's financial condition. The goals of these financial and fiscal policies are as follows:

- A. To protect the City's policy-making ability by ensuring that policy decisions are not hindered by financial problems or emergencies.
- B. To assist sound management of the City by providing accurate and timely information on financial condition.
- C. To provide sound principles to guide the important decisions of the City Council and of management which have significant fiscal impact.
- D. To establish operational principles that minimize the cost of local government, to the extent consistent with services provided by the City, and which minimize financial risk.
- E. To employ revenue policies that prevent undue or unbalanced reliance on certain revenues, which distribute the costs of municipal services fairly, and which provide adequate funds to operate desired programs.
- F. To provide funding capacity for the ongoing maintenance of the City's essential public facilities and infrastructure.
- G. To protect and enhance the City's credit rating and prevent default on any municipal debts.
- H. To insure the legal use of all City funds through a good system of financial security and internal control.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, debt management, and planning concepts, in order to:

FINANCIAL AND FISCAL POLICIES

- Present fairly and with full disclosure the financial position and results of financial operations of the City in conformity with generally accepted accounting principles (GAAP).
- Determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the Texas Local Government Code, Home Rule Charter, and other pertinent legal documents and mandates.
- Demonstrate good fiscal administration of the City's funds and promote accountability to its citizens.

II. GENERAL IMPLEMENTATION AND COMPLIANCE GUIDELINES

A. **FINANCE AND AUDIT COMMITTEE.** A committee designated as the Finance and Audit Committee will be appointed by the Mayor and consist of 3 members of the City Council. The Finance and Audit Committee will meet as requested with the City Manager and the Director of Financial Services and the City's independent auditor for these purposes:

1. Financial and fiscal policy review.
2. Auditor selection recommendation.
3. Investment policy review and guidance.
4. Communications with the City's independent auditor.

B. **PERIODIC REVIEW.** Based upon the results and recommendations of the Finance and Audit Committee, on a periodic basis, the City Council will approve the financial and fiscal policies as reviewed and refined to reflect current laws in effect at the time, as well as significant changes in the City, which will impact the prevailing policy.

C. **IMPLEMENTATION, COMPLIANCE, ACCOUNTABILITY AND REVIEW.** The Director of Financial Services will be accountable for implementing these policies and will to the best of his or her knowledge make the Finance and Audit Committee and the City Council aware of any variances in practice from these policies or any other deviation from prudent financial practices in accordance with GAAP, the City Charter, state laws or ethics of the profession. Any variances will be presented at meetings of the Finance and Audit Committee with notification sent to the City Council in writing.

FINANCIAL AND FISCAL POLICIES

- D. The Finance and Audit Committee may have bylaws approved by the City Council that may further define its role and responsibilities. Such bylaws shall be approved by resolution.

III. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

- A. **ACCOUNTING.** The City is solely responsible for the reporting of its financial affairs, both internally and externally. The Director of Financial Services is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

- B. **EXTERNAL AUDITING.**

1. **Qualifications of the External Auditor.** In conformance with Section 6.01 of the City's Charter and according to the provisions of Texas Local Government Code, Title 4, Chapter 103, the City will be audited annually by outside independent accountants ("external auditor").
2. **External Auditor Repute.** The external auditor must be a CPA firm of regional reputation and must demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The external auditor must be registered as a partnership or corporation of certified public accountants, holding a license under Article 41a-1, Section 9, of the Civil Statutes of Texas, capable of demonstrating that it has sufficient staff which will enable it to conduct the City's audit in accordance with generally accepted auditing standards as required by the City Charter and applicable state and federal laws.
3. **Timing.** Pursuant to Section 103.003(a) of the Texas Local Government Code, the annual financial statement, including the external auditor's opinion on the City's financial statements, shall be filed in the office of the City Secretary within 120 days of the City's fiscal year end. In the event that it is impossible to complete the audit within the specified timeframe, an unaudited financial report, certified by the Director of Financial Services, shall be filed with the City Secretary by the 120th day deadline to be replaced by the final audited financial statements when completed.
4. **Management Letter.** The external auditor will prepare and will review the Management Letter with the City Council within 60 days of its receipt and in accordance with the City Charter. The Director of Financial Services shall respond in writing to the City Manager and City Council regarding the external

FINANCIAL AND FISCAL POLICIES

auditor's Management Letter, addressing the issues contained therein and will meet with the Audit Committee to discuss the findings and response. The City Council shall schedule its formal acceptance of the external auditor's report upon the resolution of any issues resulting from its review. Pursuant to Section 6.01 of the City's Charter, the written report will be presented to City Council in a regular meeting.

5. Responsibility of External Auditor to City Council. The external auditor is accountable to the City Council and will have access to direct communication with the City Council if City Staff is unresponsive to external auditor recommendations or if the external auditor considers such communication necessary to fulfill its legal and professional responsibilities.
6. Rotation of External Auditor. Pursuant to Section 6.01 of the Home Rule Charter, no firm or certified public accountant shall complete more than five (5) consecutive annual audits. Year to year authorization to continue shall be done no later than 60 days prior to the beginning of the fiscal year to facilitate audit planning purposes.
7. External Auditor Requirements. The external auditor will provide the following to City Staff:
 - a. Detailed invoices accounting for time spent both by audit phase and level of auditor will be submitted to the City with each invoice.
 - b. Copies of all work papers, including diskettes and schedules, will be furnished to the City upon completion of the audit.

C. FINANCIAL AND FISCAL REPORTING.

1. External Financial Reporting.
 - a. Scope. A final financial report, either a general purpose financial statement (GPFS) or a Comprehensive Annual Financial Report (CAFR) shall be prepared in accordance with generally accepted accounting principles (GAAP) and recommended practices of the Government Finance Officers Association (GFOA).
 - b. Timing. The report shall be presented to the City Council within 120 calendar days of the City's fiscal year end (see IIIB3 above).
2. Internal Fiscal Reporting. Pursuant to Section 3.13(6) of the Home Rule Charter, the City Council shall require quarterly financial reports, sufficient to

FINANCIAL AND FISCAL POLICIES

plan, monitor, and control the City's fiscal affairs. Internal financial reporting objectives are addressed throughout these policies.

- a. Timing. Pursuant to Section 4.03(10) of the Home Rule Charter, on a quarterly basis the Finance Department shall prepare a written report of the City's financial affairs. The City Manager shall orally present said report at a public meeting of the City Council. Each report shall accurately reflect the City's current position in regards to revenue and expenditure performance, as well as any additional information that reflects the City's current and future fiscal position. Said report shall also include a status report of the City's capital improvements program.

IV. OPERATING BUDGET

A. PREPARATION. Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The City's "operating budget" is the City's annual financial operating plan. The City shall attempt to balance the budget consistent with the needs and desires of the community and available resources and will not generally rely upon one-time measures to balance the budget. The budget shall be prepared and presented to meet the requirements of Section 102 of the Texas Local Government Code.

1. Scope. The scope of the budget includes the following funds for which the City will adopt a formal budget: General Fund, Debt Service Fund, Police Seizure Fund, Hotel/Motel Tax Fund, Utility Fund, Economic Development Fund, Refuse Fund, Drainage Fund, Impact Fees Fund, Innovations Fund, Public Education and Government (P.E.G.) Fund, Grants Fund, CDBG Fund, Inspection Fees Fund, Juvenile Diversion Fund, Court Technology Fund, Court Security Fund, Golf Fund, and Employee Benefits Fund.
2. Budgetary Process. The budget is prepared by the City Manager or designee who is responsible to transmit the document to the City Council. In order to meet the requirements of Section 102.005 of the Texas Local Government Code, the budget shall be delivered to the City Council 45 days prior to the beginning of each fiscal year end, filed with the City Secretary, and should be approved by the City Council prior to the fiscal year end. In the event that a budget is not adopted prior to October 1st, the preceding fiscal year budget shall be deemed adopted, which may be amended or supplemented, as the City Council deems appropriate pursuant to Section 6.02 of the Home Rule Charter.

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3. **Basis of Budgeting.** The basis of budgeting will be the same as the basis of accounting; that is, that budgets for the General Fund and the Special Revenue Funds are prepared on the modified accrual basis of accounting, and budgets for the Utility (Proprietary) Funds are prepared on a full accrual basis, except that capital purchases and depreciation are not adjusted until year-end financial reporting.

4. **Proposed Budget Format.** A proposed budget shall be prepared by the City Manager, within the provisions of Section 102 of the Texas Local Government Code. The budget shall include five basic segments for review and evaluation. These segments are: (1) personnel costs, (2) operations and maintenance costs, (3) capital and other (non-capital) project costs, (4) debt service, and (5) revenues. At minimum, a four-column format should be used such that prior year actual, current year budget and revised, and next year proposed are all clearly shown. The budget format should also clearly indicate an opening fund balance, the operating results of each fund, and a closing fund balance, carried over to each subsequent year of the budget. Where possible, the budget should be defined by programs and services provided to the budget and the corresponding costs and benefits of each. In order to meet the Texas Local Government Code, the proposed budget shall also contain the outstanding obligations of the City; the cash on hand to the credit of each fund; and the estimated tax rate required to cover the proposed budget.

5. **City Council Participation.** The budget review process shall include City Council participation in the review prior to the budget adoption. The budget process will span sufficient time to address policy and fiscal issues by the City Council. The budget process will be coordinated so as to identify major policy issues for City Council consideration prior to the budget approval date so that proper decision analysis can be made.

6. **Filing and Adoption.** Upon the presentation of a proposed budget document acceptable to the City Council, the City Council shall call and publicize a public hearing and adopt by Ordinance such budget as the City's Official Budget, effective for the fiscal year beginning October 1st. A copy of the proposed budget shall be filed with the City Secretary in accordance with the provisions of Section 102 of the Texas Local Government Code. Within 45 days after the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of Dallas and Rockwall counties.

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7. Amending the Official Budget. Amendments to the Official Budget shall be made at regularly scheduled City Council meetings. Budget transfers shall be made at the discretion of the City Manager, as outlined and defined in Section VI.A of these policies.
 8. Encumbrances. Encumbrances outstanding at the end of each fiscal year that the City intends to pay during the succeeding fiscal year may be appropriated in that subsequent year's official budget by means of budget amendment as appropriations expire at year-end. However, budgeted funds for encumbrances on items ordered but not yet received by year-end will automatically be carried over.
 9. BALANCED BUDGET. The operating budget will be balanced where the proposed resources (prior year fund balance plus current year revenues) are equal to or greater than the proposed expenditures.
 10. FORECASTING. The budgeting process for the annual budget necessitates the preparation of future projections of both revenues and expenditures. It should be recognized that the balanced budget requirement forces the conservative estimate of revenues and expenditures. Inherent in the forecasting process is the identification of assumptions used in the forecasting calculations. A statement of assumptions should be included in the presentation of forecasts.
 11. CONTROL. Operating Expenditure Control is addressed in Section VI.A. of these Policies.
- B. PERFORMANCE MEASURES AND PRODUCTIVITY INDICATORS. Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process.
- C. MULTI-YEAR PLANNING MODEL. As part of the annual budget process, the City will maintain a five-year operating plan to model the effect of significant changes over time. Said model should include major components such as (1) personnel costs, (2) operations and maintenance costs, (3) capital and other (non-capital) project costs, (4) debt service, and (5) revenues and will identify basic assumptions used in the model.

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V. REVENUE MANAGEMENT.

A. The City will strive for the following optimum characteristics in its revenue system:

1. **SIMPLICITY.** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs and to make it more understandable to the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue sources.
2. **CERTAINTY.** Knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.
3. **EQUITY.** The City shall make every effort to maintain equity in its revenue system structure; i.e., the City shall seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers. The City shall strive for a balance in the revenue system; i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.
4. **ADMINISTRATION.** The benefits of a revenue will be expected to exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost and cost of services analysis. Where appropriate, the City will use the administrative processes of State or Federal collection agencies in order to reduce administrative costs.
5. **DIVERSIFICATION AND STABILITY.** In order to protect the City from fluctuations in a revenue source due to fluctuations in the economy and variations in weather, a diversified revenue system will be maintained which will provide stability of income. This stability is also achieved by a balance between elastic and inelastic sources of revenues.
6. **GRANTS AND RESTRICTED REVENUES.** In order to maintain flexibility in the revenue system, restricted revenues will be closely monitored. Any potential grants will be examined for matching requirements.

B. The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

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1. **COST/BENEFIT OF ABATEMENT.** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as a part of such caution.
2. **NON-RECURRING REVENUES.** One-time or non-recurring revenues will not be used to finance current ongoing operations. Nonrecurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **PROPERTY TAX REVENUES.** All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Dallas Central Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law. A 98% collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued each year by the County's Tax Assessor/Collector. Delinquent tax accounts shall be submitted for collection each year to an attorney selected by the City Council. A penalty shall be assessed on all delinquent property taxes, which shall include all court costs, as well as an amount for compensation of the attorney as permitted by State law and in accordance with the attorney's contract with the City.
4. **INTEREST INCOME.** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the operating and capital budgets. Wherever possible, the distribution will be in accordance with the equity balance of the fund from which monies were provided to be invested.
5. **USER-BASED FEES AND SERVICE CHARGES.** For services associated with a user fee or charge, a fee should offset the direct and indirect costs of that service where possible or appropriate. There will be a periodic review of fees and charges to ensure that fees provide adequate coverage of costs of services.
6. **UTILITY RATES.** The City will review and adopt utility rates periodically that will generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. At a minimum, this review should be conducted every 2 years. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be

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used instead to finance capital projects. Components of Utility Rates will include transfers to the General Fund as follows:

- a. General and Administrative Charge. An administrative fee will be charged to the Utility Fund for services of general overhead, such as administration, finance, personnel, data processing, and legal counsel.
 - b. Franchise payment (in lieu of tax). A rate of 5% of gross sales will be charged to the Utility Fund, consistent with the rates charged to private utilities operating within the City.
 - c. Payment in lieu of Property Tax (PILOT). A fee will be charged to the Utility Fund to equate to property taxes lost due to municipal ownership. Gross book value will be used as a basis, barring absence of known market value. The existing tax rate will be applied to this base to determine the PILOT charge.
7. REVENUE MONITORING. Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.
 8. INTERFUND COST ALLOCATION. The expenditures of all funds of the City, except for debt service and capital project funds shall be evaluated on an annual basis to identify and allocate the general and administrative overhead costs between operating funds. The model for this allocation shall be developed by the Finance Department and approved by the City Manager.
- C. The City will utilize the following policies regarding utility billings and collections:
1. USE OF ESTIMATES. In the advent of technical or other factors that prevent the Utility Office from issuing a bill based on actual water/sewer consumption, the City may utilize appropriate administrative techniques to estimate the amount of the water/sewer consumption utilized.
 2. WATER LEAKS. Water leaks are the responsibility of the property owner, both in terms of the cost of repairs and the cost associated with the lost water. However, water leaks resulting from the City's piping infrastructure will not be the responsibility of the property owner.
 3. APPEALS. Utility customers may appeal staff decisions regarding their utility account. Customers will be required to submit the basis of their appeal in

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writing. The City Manager (or his designee) after duly reviewing the available information, shall have the authority to make adjustments to customer accounts based upon, but not limited to, questionable water leaks, technical difficulties, customer history, etc.

VI. EXPENDITURE CONTROL

A. APPROPRIATIONS. The level of budgetary control is at the fund level.

1. BUDGET ADJUSTMENTS. Budget adjustments are transfers of approved funds from one line-item within a department or from one department to another within a fund. Budget transfers never increase the total appropriation of a given fund. Budget adjustments within the same department under \$10,000 may be approved by the Department Director and Director of Financial Services with notification to the City Manager. Budget adjustments exceeding \$10,000 or between departments within the same fund shall be made at the discretion and approval of the City Manager.

2. BUDGET AMENDMENTS. Budget amendments increase or decrease the total appropriation of a given fund. The City Council shall approve all budget amendments at a regularly scheduled City Council meeting.

B. PURCHASING. All purchases should be in accordance with the City's purchasing policies as defined in the Purchasing Manual and Chapters 252 and 271 of the Texas Local Government Code as amended. Purchases under \$50,000 but exceeding \$15,000 require the approval of the City Manager in addition to the Department Director.

The purchase of goods or services at a total cost of \$3,000 or more shall be made through purchase orders. Written purchase orders shall also be used for vendors requiring formal City authorization regardless of the dollar amount.

Any payment for the purchase of goods or services by the City at a total cost of less than \$3,000 may be made via a procurement card or a field purchase order (FPO).

All documentation for the disbursement of funds by the Finance Department exceeding \$50,000 shall require the signature of the City Manager and the Director of Financial Services or designee in addition to the respective Department Director or designee prior to processing.

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C. CONTRACT MODIFICATIONS.

1. Once a contract is approved by the City Council, minor modifications (Administrative Modifications) that change the scope of work and increases the original contract amount by less than \$25,000 may be approved by the City Manager with written notification to the City Council listing the purpose and cause of such change order and certifying the availability of funds.
2. Major modifications (Change Orders) that change the scope of work and increases the original contract amount by more than \$25,000 must be approved by the City Council.
3. Pursuant to Texas Local Government Code, Article 252.048, contract modifications over 25% of the original amount awarded will be re-advertised for bids.

- E. PROMPT PAYMENT.** All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days of receipt in accordance with the provisions of Article 601f, Section 2 of the State of Texas Civil Statutes.

The Director of Financial Services shall establish and maintain proper procedures which will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

- F. RISK MANAGEMENT.** The City will aggressively pursue every opportunity to provide for the public's and city employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs. All reasonable options will be investigated to minimize risks. Such options may include risk transfer, insurance, and risk retention. Where risk is retained, reserves will be established based upon actuarial determinations and will not be used for purposes other than for financing losses.

VII. ASSET MANAGEMENT

- A. INVESTMENTS.** The City's designated Investment Officer(s) shall promptly invest all City funds with the Bank Depository in accordance with the provisions of the current Bank Depository Agreement or in any negotiable instrument that the City Council has authorized under the provisions of the State of Texas Public Funds Investment Act,

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and in accordance with the City Council approved Investment Policies. The Investment Policies shall designate the City's Investment Officer(s).

As required by the Public Funds Investment Act (PFIA), a report on investment performance will be provided to the City Council. The Director of Financial Services shall prepare and provide a written quarterly report of the City's investment portfolio to the City Council, detailing each City investment instrument with its rate of return and maturity date.

- B. CASH MANAGEMENT. The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, including property tax payments, utility bills, building and related permits and licenses, and other collection offices as appropriate.

The Director of Financial Services or designee may transfer funds, via electronic transfer, through verbal or written instructions to the City's Depository only for payment of any obligation of the City. Payment authorization shall be in accordance with the pay authorization criteria as defined in the current Bank Depository Agreement, approved by City Council, stipulating the conditions and control procedures on such activity.

- C. FIXED ASSETS AND INVENTORY. A fixed asset of the City shall be defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, addition to existing capital investments, land, buildings or accessioned Library materials. The cost or value of any such acquisition, other than accessioned Library materials, must be \$5,000 or more with an expected useful life greater than three years. Public Infrastructure, including but not limited to street and alley improvements, drainage improvements, etc., exceeding \$100,000 in value and with an expected useful life of greater than five years, will also be capitalized. Depreciation guidelines may be promulgated by the Director of Financial Services but should never exceed the expected useful life of the asset. Buildings and land, including right-of-way acquisition, shall be capitalized at any value.

The City's fixed assets shall be reasonably safeguarded and properly accounted for and sufficiently insured. Responsibility for the safeguarding of the City's fixed assets lies with the Department Director in whose department the fixed asset is assigned. The Finance Department shall supervise the marking of fixed assets with City numbered property tags or other identification process and shall maintain the permanent records of the City's fixed assets including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. The Finance Department shall also perform an annual inventory of assets using informal sampling

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at the department level. Such inventory shall be performed by the Director of Financial Services or designee in the presence of designated department personnel from the department of responsibility.

VIII. CAPITAL IMPROVEMENTS

- A. **PREPARATION.** The City's capital budget will be called the Five Year Capital Improvements Plan (CIP), and include all capital projects funds and all capital resources. The budget will be prepared annually on a fiscal year basis. The capital budget will be prepared with the involvement of all applicable city departments.
- B. **ADOPTION.** A copy of the Five Year Capital Improvements Plan shall be made available to each council member and to the public prior to City Council discussions concerning the proposed program. A public hearing shall be held each year to allow any citizen to be heard for or against any project or the amount of any project contained herein. The CIP budget shall be adopted annually by majority vote of City Council as part of the adoption of the Operating Budget.
- C. **CONTROL.** All capital project expenditures must be appropriated in the capital budget. The Finance Department must certify the availability of appropriations prior to presenting a capital projects contract to the City Council for approval. Any remaining project funds not completed or started at the end of a fiscal year will be automatically carried over into the following fiscal year.
- D. **CONTINGENCIES.** It is appropriate for certain types of capital projects to include a contingency to cover unforeseen costs and prevent undue delays. This amount can vary due to the type and complexity of the project. The City has an approved Capital Projects Policy identifying the appropriate level of contingencies by project type (see Appendix).
- E. **REPORTING.** Monthly reports, beginning with the first months' activity in fiscal year 2003-2004, should be prepared on the progress of each active project in the CIP. The reports should contain data on each project, identifying any changes in the financial status of the project and identifying the status of the project. Said reports will be prepared to enable Department Directors to manage their capital budgets and to enable the Finance Department to monitor and control the capital budget as authorized by the City Manager.
- F. **PROGRAM PLANNING.** The capital budget will include capital improvements planned for future years. The planning time frame should normally be at least five years. The replacement and maintenance for capital items should also be projected for the next

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five years. Future maintenance and operational costs will be considered, so that these costs can be included in the operating budget.

- G. **FINANCING PROGRAMS.** Where applicable, assessments, impact fees, pro-rata charges, or other fees should be used to fund capital projects that have a primary benefit to specific, identifiable property owners.

Recognizing that long-term debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

- H. **INFRASTRUCTURE MAINTENANCE.** The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of the City's operating budget will be set aside each year to maintain the quality of the City's infrastructure. The amount will be established annually, as part of the budget process, so that necessary repairs will be made.

IX. FINANCIAL CONDITIONS, RESERVES, AND STABILITY RATIOS

A. OPERATING RESERVES/FUND BALANCES

- **Defined:** Under generally accepted accounting principles (GAAP), governmental entities maintain several types of funds with different accounting basis. As a result, the methodology for determining the level of operating reserves is different. For funds falling under the modified accrual basis of accounting (generally governmental fund types such as the general fund and special revenue funds), the operating reserve will be defined as Fund Balance under GAAP. For funds falling under the full accrual basis of accounting (generally business-type activities such as the utility, drainage and refuse funds), the operating reserve will be defined as Unrestricted Net Assets under GAAP.
- The General Fund operating reserve balance should be at least 13% of the Fund's annual expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.

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- The Utility Fund operating reserve balance should be maintained at least 20% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
- The Economic Development Fund operating reserve balance should be at least 10% of the Fund's annual expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
- The Drainage Fund operating reserve balance should be maintained at least 10% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
- The Refuse Fund operating reserve balance should be maintained at least 5% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
- The Golf Fund operating reserve balance should be maintained at least 5% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside
- All other funds should maintain adequate operating reserves to accomplish their mission. The Director of Financial Services and the City Manager shall annually evaluate those needs and include such recommendations as part of the annual budget process.

B. GASB 54

Effective beginning with the September 30, 2011 financial statements and thereafter GASB 54 will be applied to all governmental funds. Fund balance classifications that establish a hierarchy based on the extent to which the City observes constraints imposed upon the use of the resources that are reported by the governmental fund will be used for reporting purposes only. This change will not affect the fund balance reserves outlined in A. above.

The fund balance will now be composed of three primary categories:

- Non-spendable Fund Balance – includes amounts that cannot be spent and are, therefore, not included in the current year appropriation.

There are two components to this fund balance category:

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1. *Not in spendable form* – previously recorded disbursements and include items that are not expected to be converted into cash, i.e. inventories, pre-paid items, etc.
 2. *Legally or contractually required to be maintained intact* – refers to an amount that has been received that must be invested indefinitely, i.e. a donation received by the City from a citizen, the principal of which is to be invested in a permanent fund and the earnings used for general governmental purposes
- Restricted Fund Balance – reports on resources that have spending constraints that are either:
 1. Externally imposed by creditors, grantors, contributors or laws and regulations of other governments, i.e. grants, etc.
 2. Imposed by law through constitutional provision or enabling legislation. The amounts represented by this fund balance category have very stringent conditions imposed by external parties or by law. Therefore, the amounts are restricted to very specific purposes and cannot be redeployed for other purposes. The City can be compelled by an external party to comply with the spending requirements represented by the Restricted Fund Balance.
 - Unrestricted Fund Balance
 1. Committed Fund Balance – represents amounts that have internally imposed restrictions mandated by formal action of the City Council. The committed amounts cannot be redeployed for other purposes unless the same type of formal action is taken by the highest level of decision-making authority to reserve or modify the previously imposed restriction.
 2. Assigned Fund Balance – reports amounts that are constrained by the City’s intent that they will be used for specific purposes. Decision making with regard to these amounts shall be delegated to the Chief Financial Officer and/or the Director of Financial Services.

Except for the General Fund, fund balance amounts that are not labeled as non- spendable, restricted or committed would be reported in the Assigned Fund Balance category. Therefore, the Assigned Fund

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Balance becomes the residual amount for the Special Revenue Fund, Capital Project Fund and Debt Service Funds.

3. Unassigned Fund Balance – the residual fund balance for the General Fund. It represents the amount of fund balance remaining after allocation to the Non-spendable, restricted, committed and assigned fund balances. This amount reflects the resources that are available for further appropriation and expenditure for general governmental purposes.

- C. LIABILITIES AND RECEIVABLES. Procedures will be taken so as to maximize any discounts offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Generally, the City will exhaust all normal collection efforts before taking extraordinary procedures, such as utilizing collection agencies or shutting off service. Generally, Accounts Receivables older than 90 days will be turned over to a collection agency or other appropriate medium to ensure collection. In addition, the City will take all reasonable and necessary steps to perfect such receivables. NSF checks shall be automatically processed a second time by the bank before being sent back to the City.

The City Manager is authorized to write-off uncollectible accounts that are delinquent for more than 365 days, if the proper delinquency procedures have been followed. Property and labor liens are exempt from the preceding write-off criteria.

- D. CAPITAL AND DEBT SERVICE FUNDS.

- Monies in the Capital Projects Funds should be used within 36 months of receipt. Balances will be used to generate interest income to offset construction costs.
- Budgeted funds in the Capital Improvements Program for projects not started or completed will automatically carryover into the next fiscal year. Any capital improvement included in the capital improvements program that has not started nor any funds spent for three consecutive years after being duly appropriated will require action by the City Council to be reappropriated.
- General Obligation Debt Service Funds will not have reserves or balances in excess of one month of principal and interest plus 15% of the principal outstanding for unrefunded debt issued prior to September 1, 1986. This maximum is dictated by Federal law and does not include the amounts accrued for the next debt service payment.

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The policy above does not preclude the debt service reserves normally established to market revenue bonds. The City's policy and bond ordinance requirements are to maintain these debt service reserves at the level of the average annual debt service.

- Revenue Obligations will maintain Debt Coverage Ratios as specified by the bond covenants. Net revenues must be at least equal to 1.25 times average annual debt service and 1.10 times maximum annual debt service of outstanding parity bonds.

Both these tests must be met in order to issue additional bonds. In addition, the City must have net revenues (adjusted) that exceed current debt by 1.2 times, as a promise to the existing bondholders that rates will be maintained to pay all operating and financing costs.

- E. **COMPENSATED ABSENCES.** The City will establish an additional reserve within its operating funds to pay for accrued reimbursable vacation and sick leave.

X. TREASURY AND DEBT MANAGEMENT

- A. **CASH MANAGEMENT.** Periodic review of cash flow position will be performed to determine performance of cash management and investment policies. A detailed policy structure will be followed with respect to Cash/Treasury Management. The underlying theme will be that idle cash will be invested with the intent to, in this order, 1) safeguard assets, 2) maintain liquidity, and 3) maximize return. Where legally permitted, pooling of investments will be utilized.

The City will adhere to the investments authorized through the State of Texas Public Funds Investment Act, with amendments, and will additionally establish a comprehensive Investment Policies and Guidelines. Such policies will clarify acceptable investment securities, brokers, terms, and other pertinent investment information.

B. TYPES OF DEBT

1. Leases and Lease Purchase Agreements.
2. Long-term debt will not be used for operating purposes, and the life of a bond issue will not exceed the useful life of a project financed by that bond issue.
3. When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

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- C. ANALYSIS OF FINANCING ALTERNATIVES. The City will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves of current monies.
- D. DISCLOSURE. Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in the production of Offering Statements, and will take responsibility for the accuracy of all financial information released.
- E. FEDERAL REQUIREMENTS. The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.
- F. DEBT STRUCTURING. The City will issue bonds with an average life of 20 years or less, not to exceed the life of the asset acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or if market conditions indicate a potential savings could result from modifying the level payment stream. Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth will be given during the structuring of long-term debt instruments.

- G. DEBT ISSUANCE.
1. Method of Sale. The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why, and the City will participate with the financial advisor in the selection of the underwriter or direct purchaser.
 2. Bidding Parameters. The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:
 - Limits between lowest and highest coupons
 - Coupon requirements relative to the yield curve
 - Method of underwriter compensation discount or premium coupons
 - Use of True Interest Cost vs. Net Interest Cost
 - Use of bond insurance
 - Deep discount bonds

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- Variable rate bonds
 - Call provisions
3. Bond Issuance Costs. The City will be involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City shall evaluate the merits of rotating professional advisors and consultants and the kinds of services and fee structures available from independent financial advisors, investment banking firms, and commercial banks. The City will carefully itemize and scrutinize all costs associated with the issuance of bonds.

XI. INTERNAL CONTROLS

- A. WRITTEN PROCEDURES. Wherever possible, written procedures will be established and maintained by the Director of Financial Services for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.
- B. DEPARTMENT DIRECTORS RESPONSIBLE. Each Department Director is responsible to ensure that good internal controls are followed throughout his or her Department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

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APPENDIX A **CAPITAL PROJECTS POLICY**

I. STATEMENT OF PURPOSE

These procedures are to be followed when deviation from the scope of a construction project results in a change in the total contract amount.

II. DEFINITIONS AS APPLIED TO THIS POLICY

- A. Total Contract Budget – The contract amount plus the approved contingency amount.
- B. Administrative Modification – An item of work that changes the scope of the work and/or the contract amount within the total contract budget and the total cost of such modification is less than \$25,000.
- C. Major Modification – An item of work that changes the scope of the work and/or the contract amount by more than the total contract budget or an item of work that is a change in the scope of the project where the price of such work exceeds \$25,000.
- D. Contingency amount – A fixed sum of money added to the contract amount and approved by the City Council. The contingency amount is intended to cover any additional costs associated with the project when the actual work performed by the contractor exceeds the estimated unit quantities listed in the contract. The contingency is also intended to cover any modifications to the contract that are necessary to complete the project. The amount of contingency depends upon the total contract amount and complexity of the project. A schedule is attached. The schedule may be modified if an unusually complex project is considered.

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**APPENDIX A
CAPITAL PROJECTS POLICY (continued)**

Contingency Amount Schedule

Project Type	Contract Amount	Contingency Percentage
Water/Sanitary Sewer	\$1 - \$400,000	10%
Water/Sanitary Sewer	\$400,001 – up	5%
Street construction, new	\$1 - \$250,000	10%
Street construction, new	\$250,001 – up	5%
Street reconstruction	\$1 - \$500,000	15%
Street reconstruction	\$500,001 – up	10%
Building construction, new	\$1 - \$100,000	10%
Building construction, new	\$100,001 – up	5%
All other projects	All costs	10%

III. Policy application:

A. 'Administrative Modifications' for minor changes in the work not inconsistent with the overall intent of the Contract Documents and not involving an increase in the total contract budget may be approved by the following with the exceptions provided herein:

1. Public Works Director/City Engineer - Minor changes in the work not inconsistent with the overall intent of the Contract Documents where the cost of such modification does not exceed 25% of the contingency amount and the cost of such modification is under \$25,000. All modifications must be accompanied by a written cost quote approved by the City Engineer. Such modifications shall be in the form of a change order. The Public Works Director shall provide written notification to the City Manager listing the purpose and cause of such change order and certifying the availability of funds. Administrative modifications costing more than 25% of the contract contingency amount must be approved by the City Manager
2. City Manager - Minor changes in the work not inconsistent with the overall intent of the Contract Documents where the cost of such modification exceeds 25% of the contingency amount and the cost of such modification is under \$25,000. Such modifications shall be in the form of a change order. All modifications must be accompanied by a written cost quote approved by the City Engineer. The City Manager shall provide written notification to the City

FINANCIAL AND FISCAL POLICIES

APPENDIX A

CAPITAL PROJECTS POLICY (continued)

Council listing the purpose and cause of such change order and certifying the availability of funds.

- B. 'Major Modifications' must be approved by City Council action if the amount of such modification is greater than \$25,000 or if the modification exceeds the total contract budget. Such modifications shall be in the form of a change order. All modifications must be accompanied by a written cost quote approved by the City Engineer.
- C. Pursuant to Texas Local Government Code, Article 252.048, contract modifications that increase the original amount awarded by 25% will be readvertised for bids. Contract modifications that decrease the original amount by 25% must have the contractor's consent.

EXCERPTS FROM THE CITY'S STANDARD FORM OF AGREEMENT FOR CAPITAL IMPROVEMENTS

7.02 ESTIMATED QUANTITIES.

(A) This agreement, including the specifications, plans, and estimate, is intended to show clearly all work to be done and material to be furnished hereunder. Where the estimated quantities are shown for the various classes of work to be done and material to be furnished under this contract, they are approximate and are to be used only as a basis for estimating the probable cost of the work and for comparing the proposals offered for the work. It is understood and agreed that the actual amount of work to be done and material to be furnished under this contract may differ somewhat from these estimates, and that where the basis for payment under this contract is the unit price method, payment shall be for the actual amount of such work done and the material furnished.

(B) Where payment is based on the net price method, the CONTRACTOR agrees that he will make no claim for damages, anticipated profits or otherwise on account of any differences which may be found between the quantities of work actually done, the material actually furnished under this contract and the estimated quantities contemplated and contained in the proposal; provided, however, that in case the actual quantity of any major item should become as much as twenty percent (20%) more than, or twenty percent (20%) less than the estimated or contemplated quantity for such items, then either party to this Agreement, upon demand, shall be entitled to a revised consideration upon the portion of the work above or below twenty percent (20%) of the estimated quantity.

FINANCIAL AND FISCAL POLICIES

(C) A “Major Item” shall be construed to be any individual bid item incurred in the proposal that has a total cost equal to or greater than five (5) per cent of the total contract cost, computed on the basis of the proposal quantities and the contract unit prices.

8.01 CHANGE ORDERS.

(A) Without invalidating this Agreement, the CITY may, at any time or from time to time order additions, deletions or revisions to the work; such changes will be authorized by a written Change Order to be prepared by the PROJECT MANAGER for execution by the CITY and the CONTRACTOR. The Change Order shall set forth the basis for any change in contract price, as hereinafter set forth for Extra Work, and any change in contract time which may result from the change.

(B) In the event the CONTRACTOR shall refuse to execute a Change Order which has been prepared by the PROJECT MANAGER and executed by the CITY, the PROJECT MANAGER may in writing instruct the CONTRACTOR to proceed with the work as set forth in the Change Order and the CONTRACTOR may make claim against the CITY for Extra work involved therein, as hereinafter provided.

8.02 MINOR CHANGES.

(A) The PROJECT MANAGER may authorize, in writing, minor changes in the work not inconsistent with the overall intent of the Contract Documents and not involving an increase in Contract Price. If the CONTRACTOR believes that any minor change or alteration authorized by the PROJECT MANAGER involves Extra Work and entitles him to an increase in the Contract Price, the CONTRACTOR shall make written request to the PROJECT MANAGER for a written Field Order.

(B) In any case, the CONTRACTOR by copy of his communication to the PROJECT MANAGER or otherwise in writing shall advise the CITY of his request to the PROJECT MANAGER for a written Field Order and that the work involved may result in an increase in the Contract Price.

(C) Any request by the CONTRACTOR for a change in Contract Price shall be made prior to beginning the work covered by the proposed change.

8.03 EXTRA WORK. It is agreed that the basis of compensation to the CONTRACTOR for work either added or deleted by a Change Order or for which a claim for Extra Work is made shall be determined by one or more of the following methods:

Method (A) -- By agreed unit prices; or

FINANCIAL AND FISCAL POLICIES

Method (B) -- By agreed lump sum; or

Method (C) -- If neither Method (A) nor Method (B) be agreed upon before the Extra Work is commenced, then the CONTRACTOR shall be paid the "actual field cost" of the work, plus fifteen (15%) percent.

In the event said Extra Work be performed and paid for under Method (C), then the provisions of this paragraph shall apply and the "actual field cost" is hereby defined to include the cost to the CONTRACTOR of all workmen, such as foremen, timekeepers, mechanics and laborers, and materials, supplies, teams, trucks, rentals on machinery and equipment, for the time actually employed or used on such Extra Work, plus actual transportation charges necessarily incurred, together with all power, fuel, lubricants, water and similar operating expenses, also all necessary incidental expenses incurred directly on account of such Extra Work, including Social Security, pension and disability benefits and other payroll taxes, and, a ratable proportion of premiums on Performance and Payment Bonds and Maintenance Bonds, Public Liability and Property Damage and Worker's Compensation and all other insurance as may be required by any law or ordinance, or directed by the CITY, or by them agreed to. The PROJECT MANAGER may direct the form in which accounts of the "actual field cost" shall be kept and the records of these accounts shall be made available to the PROJECT MANAGER. The PROJECT MANAGER or CITY may also specify in writing, before the work commences, the method of doing the work and type and kind of machinery and equipment to be used; otherwise these matters shall be determined by the CONTRACTOR. Unless otherwise agreed upon, the prices of the use of machinery and equipment shall be determined by using one hundred percent (100%) unless otherwise specified, of the latest schedule of Equipment Ownership Expense adopted by the Associated General Contractors of America. Where practicable the terms and prices for the use of machinery and equipment shall be incorporated in the Written Extra Work Order. The fifteen percent (15%) of the "actual field cost" to be paid the CONTRACTOR shall cover and compensate him for his profit, overhead, general superintendence and field office expense, and all other elements of cost and expense not embraced within the "actual field cost" as herein defined, save that where the CONTRACTOR'S Camp or Field Office must be maintained primarily on account of such Extra Work; then the cost to maintain and operate the same shall be included in the "actual field cost".

No claim for Extra Work of any kind will be allowed unless ordered in writing by the PROJECT MANAGER. In case any orders or instructions, either oral or written, appear to the CONTRACTOR to involve Extra Work for which he should receive compensation or an adjustment in the construction timer, he shall make written request to the PROJECT MANAGER for written order authorizing such Extra Work. Should a difference of opinion arise as to what does or does not constitute Extra Work, or as to the payment therefore, and the PROJECT MANAGER insists upon its performance, the CONTRACTOR shall proceed with the work after making written

FINANCIAL AND FISCAL POLICIES

request for written order and shall keep an accurate account of the “actual field cost” thereof, as provided under method (C).

10.15 WORK ORDER CHANGES. It is further agreed that the quantities of work to be done at unit prices and materials to be furnished may be increased or diminished as may be considered necessary, in the opinion of the PROJECT MANAGER, to complete the work fully as planned and that all quantities or work, whether increased or decreased, are to be performed at the unit prices set forth except as provided for in the specifications. The CITY reserves the right to increase or decrease the amount of work to be done by any amount not to be exceeded by twenty-five percent (25%) of the original contract amount. In the event the increase pertains to items not originally bid, the Contractor shall submit a bid in writing to the PROJECT MANAGER for approval. It is further agreed that lump sum prices may be increased to cover additional work ordered by the PROJECT MANAGER but not shown on the plans or required by the specifications, in accordance with the provision of the general conditions; similarly, they may be decreased to cover deletion or work so ordered.

STATISTICAL SECTION

BRIEF HISTORY

Daniel Rowlett led a small immigrant company of several families from Kentucky to Texas in 1835. They settled in the Tulip Bend area of the Red River near present day Bonham. For military service performed during the Texas revolution he earned a land grant located in Collin County, near present day Allen. A large creek ran through the land and came to be known as Rowlett's Creek. Daniel Rowlett became a leading citizen of Fannin County and never lived near the creek that bore his name. Rowlett is buried in the "Old English Cemetery" in Bonham.

The area now known as Rowlett was divided between two immigration companies: the W.S. Peters Colony and the Charles Mercer Colony. The Peters land was west of Rowlett Road. The Mercer Colony, while generally south of Peters, held a strip of eastern Dallas County east of Rowlett Road. American settlers began moving into this area in the 1840's. Dallas County was organized in 1846. French and German speaking settlers began arriving in Texas as early as 1844. They started colonies in central Texas before moving to the north in the 1850's.

The first post office was opened on April 5, 1880 and was named Morris for Postmaster Austin Morris. The name was later changed to Rowlett, recognizing Rowlett Creek, a major tributary of the east fork of the Trinity River. Railroads began to spread westward after the Civil War bringing new waves of settlers. The roots of many Texas towns were a railroad and a cotton gin. The Greenville & Dallas Railroad reached Rowlett in 1889. By the turn of the century, Rowlett was a thriving farm community, with many stores and services along with its own school and churches.

In 1921 the Bankhead Highway, the second transcontinental paved highway in America, reached Rowlett. It ran from Washington D.C. to San Diego. The city of Rowlett was incorporated in 1952 by a vote of 84 citizens. The main industry in Rowlett was cotton. Today, two cotton gins still stand and serve other uses.

In the 1960's Interstate Highway 30 was built providing a more direct route to Dallas, bypassing Rowlett. The Lake Ray Hubbard Reservoir, which offers Rowlett more than 30 miles of shoreline now, was completed in 1971 making Rowlett a lakefront community. This lake is owned by the City of Dallas and serves as one of their sources of drinking water. Recreational activities are popular on the lake. With the interstate nearby and the lake, growth became inevitable. Rowlett went from a population of 5,100 in 1978, to approximately 60,000 today.

The City has doubled in population over the past ten years. The U.S. Census provided a 2014 estimated population of 58,407. The City is primarily residential but has seen growth in its commercial development over the past few years. The City is actively pursuing all alternatives to realize a continued growth of its commercial tax base.

Operating under a Council-City Manager form of government, the City provides a full range of services. These services include police and fire protection; the construction and maintenance of roadways and infrastructure; recreational services; and general administrative services. In addition to general governmental activities, the City provides water and sewer, drainage and sanitation services. Sewage treatment is provided by the City of Garland, and Waste Management provides sanitation collection. The North Texas Municipal Water District provides water for the City.

Whether you are a visitor, a newcomer or a long-time resident or business person, there is much to discover in this fast-growing city. While Metroplex amenities are easily reached, Rowlett residents have plenty of reasons to stay close to home. The sparkling Lake Ray Hubbard offers boating, fishing, waterskiing, windsurfing or simply a beautiful area for a family outing. Another cool water spot is The Wet Zone, Rowlett's Family Water Park. Owned and operated by the City, the popular water park draws people each summer with its dynamic water rides, kiddie play areas, a lazy river, a beach entry pool, a lap pool, private party pavilions, swimming lessons and water aerobics.

Rowlett offers sports enthusiasts of all ages first-class ballparks, walking and jogging trails and tennis, while golfers throughout the Metroplex praise the Waterview Golf Club. Throughout the year, Rowlett hosts exciting events such as Easter Egg Hunt in April and the Fireworks on Main in July. Other citywide events include the Downtown Holiday Tree Lighting and Holiday Parade.

Welcome to Rowlett!

MISCELLANEOUS DATA

Date of Incorporation	September 4, 1952
Date of City Charter Adoption	December 6, 1979
Form of Government	Council-manager
Population (2015 Estimate)	60,002
Area - square miles	20.4
Building Permits:	
Permits issued (fiscal year)	183
Value (fiscal year)	\$131,826,567
City Employees (In FTEs):	
Full-time	362.00
Part-time	18.25
Temporary / Seasonal	23.75
Fire Protection:	
Number of stations	4
Number of employees	79.00
Police Protection:	
Number of stations	1
Number of employees	111.25
Recreation:	
Parks - number of acres:	
Developed	607.85
Undeveloped	375.60
Library:	
Volumes	88,774
Municipal Water System:	
Number of customers	19,786
Ave. daily consumption (gallons)	6,409,000
Miles of water mains	258.8
Municipal Sewer System:	
Number of customers	18,734
Miles of sewer mains	243.8

DEMOGRAPHIC STATISTICS

Fiscal Year	Population ⁽¹⁾	Personal Income ⁽²⁾	Per Capita Personal Income ⁽²⁾	School Enrollment ⁽³⁾	Unemployment Rate ⁽⁴⁾	
					Dallas County	Rowlett
2006	54,189	\$ 2,273,770,440	\$ 41,960	10,716	5.6%	4.6%
2007	55,123	\$ 2,390,023,034	\$ 43,358	11,470	4.6%	3.9%
2008	55,770	\$ 2,539,263,870	\$ 45,531	11,500	4.8%	4.2%
2009	56,716	\$ 2,378,385,460	\$ 41,935	11,499	7.4%	7.0%
2010	56,354	\$ 2,412,232,970	\$ 42,805	11,555	8.7%	8.0%
2011	57,015	\$ 2,635,404,345	\$ 46,223	11,382	8.8%	7.9%
2012	57,727	\$ 2,770,261,003	\$ 47,989	11,215	7.6%	7.2%
2013	58,043	\$ 2,820,367,413	\$ 48,591	11,065	6.7%	6.1%
2014	58,476	\$ 2,912,455,656	\$ 49,806	11,050	5.7%	5.5%
2015	60,002	\$ 3,063,162,102	\$ 51,051	11,101	4.4%	4.0%

⁽¹⁾ US Census

⁽²⁾ U.S. Department of Commerce: Bureau of Economic Analysis. Per Capita Personal Income

⁽³⁾ Texas Education Agency Standard Reports - Enrollment. Totals include only students attending schools within City of Rowlett boundaries.

⁽⁴⁾ Texas Workforce Commission (Rowlett specific data is unavailable for years prior to 2005).

PRINCIPAL EMPLOYERS

Employer	Employees	Rank	Percentage of Total City Employment
Garland ISD (City schools only)	1,092	1	3.49%
Lake Pointe Medical Center	750	2	2.39%
Wal-mart Supercenter	420	3	1.34%
City of Rowlett	362	4	1.16%
DR Horton	300	5	0.96%
Target Corporation	180	6	0.57%
Senior Care at Lake Pointe	135	7	0.43%
Rowlett Nursing Home	119	8	0.38%
Walmart Neighborhood Market	90	9	0.29%
H & S Manufacturing	73	10	0.23%
	<u>3,521</u>		<u>11.24%</u>

Source: City of Rowlett - Economic Development Department

PRINCIPAL PROPERTY TAXPAYERS

Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Lake Pointe Medical Center	\$ 35,982,070	1	1.00%
Oncor Electric Delivery	27,054,640	2	0.75%
Wal Mart Stores Inc	24,189,480	3	0.67%
Verizon	17,875,370	4	0.50%
Target Corporation	14,126,820	5	0.39%
NSHE TX Bay City LLC	10,850,000	6	0.30%
Gemini Rowlett Crossing	10,769,920	7	0.30%
Home Depot USA Inc	10,561,720	8	0.29%
Safeway, Inc	10,437,420	9	0.29%
Horton D R Texas LTD	9,143,390	10	0.25%
	<u>\$ 170,990,830</u>		<u>4.77%</u>

Source: Dallas County Tax Office

GENERAL GOVERNMENTAL TAX REVENUE BY SOURCE

Fiscal Year	Property Tax	Sales Tax	Other	Total
2006	\$ 22,385,053	\$ 7,458,230	\$ 111,619	\$ 29,954,902
2007	\$ 23,739,045	\$ 6,230,025	\$ 120,329	\$ 30,089,399
2008	\$ 25,062,391	\$ 5,882,325	\$ 121,243	\$ 31,065,958
2009	\$ 25,027,004	\$ 5,666,751	\$ 110,779	\$ 30,804,534
2010	\$ 24,639,903	\$ 6,228,227	\$ 98,052	\$ 30,966,182
2011	\$ 24,238,832	\$ 5,767,527	\$ 124,749	\$ 30,131,108
2012	\$ 23,799,712	\$ 4,848,495	\$ 48,186	\$ 28,696,393
2013	\$ 23,274,404	\$ 5,386,680	\$ 50,995	\$ 28,712,079
2014	\$ 23,340,186	\$ 5,652,847	\$ 65,009	\$ 29,058,042
2015	\$ 25,236,884	\$ 5,995,489	\$ 69,230	\$ 31,301,602

Source: City of Rowlett - Finance Department

CONSTRUCTION ACTIVITY AND PROPERTY VALUES

FISCAL YEAR	COMMERCIAL		RESIDENTIAL	
	PERMITS	VALUE	PERMITS	VALUE
2006	22	24,004,450	304	60,283,655
2007	14	10,769,625	111	25,205,096
2008	13	12,530,540	84	15,158,440
2009	8	10,703,000	44	7,697,048
2010	2	450,000	26	3,691,677
2011	3	9,944,350	24	5,719,425
2012	7	7,300,000	80	20,500,000
2013	4	3,675,000	74	20,335,000
2014	7	10,775,000	112	33,477,000
2015	15	83,702,400	168	48,124,167

City of Rowlett - Building Inspection Department

ASSESSED VALUE

Fiscal Year	Real Property		Personal Property
	Residential Property	Commercial Property	Commercial
2007	\$ 2,644,059,239	\$ 344,222,532	\$ 153,116,905
2008	\$ 2,746,432,445	\$ 398,474,199	\$ 163,492,973
2009	\$ 2,768,828,188	\$ 423,841,859	\$ 175,708,877
2010	\$ 2,669,370,503	\$ 440,728,069	\$ 175,614,639
2011	\$ 2,617,685,294	\$ 430,067,954	\$ 172,511,943
2012	\$ 2,579,833,775	\$ 422,208,376	\$ 169,857,465
2013	\$ 2,526,652,173	\$ 423,352,970	\$ 174,836,807
2014	\$ 2,509,145,735	\$ 432,780,302	\$ 174,572,846
2015	\$ 2,629,231,004	\$ 462,200,369	\$ 182,597,625
2016	\$ 2,924,605,376	\$ 479,312,373	\$ 183,537,628

Source: Dallas Central Appraisal District and Rockwall Central Appraisal District

ASSESSED VALUE

	Total Taxable Assessed Value	Total Direct Tax Rate	Average Home Market Value	Average Home Taxable Value
\$	3,141,398,676	\$ 0.74717	\$ 156,775	\$ 144,754
\$	3,308,399,617	\$ 0.74717	\$ 160,852	\$ 148,546
\$	3,368,378,924	\$ 0.74717	\$ 160,651	\$ 148,079
\$	3,285,713,211	\$ 0.74717	\$ 158,805	\$ 145,225
\$	3,220,265,191	\$ 0.74717	\$ 156,338	\$ 142,426
\$	3,171,899,616	\$ 0.74717	\$ 155,141	\$ 141,114
\$	3,124,841,950	\$ 0.74717	\$ 152,958	\$ 138,030
\$	3,116,498,883	\$ 0.74717	\$ 152,237	\$ 136,769
\$	3,274,028,998	\$ 0.78717	\$ 158,734	\$ 141,920
\$	3,587,455,377	\$ 0.78717	\$ 170,235	\$ 157,571

Rowlett

T E X A S

The logo for Rowlett, Texas, features the word "Rowlett" in a large, dark green, cursive script. Below it, the word "TEXAS" is written in a smaller, dark green, all-caps, sans-serif font. A thick, dark red swoosh underline starts under the "T" and extends to the right, ending under the "S".

GLOSSARY

Accrual Accounting – The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is received or spent.

ADA – Americans with Disabilities Act.

Ad Valorem Tax – A tax computed from the assessed valuation of land and improvements (See Property Tax).

Appropriation – A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Ordinance – An ordinance which gives appropriations legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the City Council.

Assessed Valuation – Valuation set upon real estate or other property by a government as a basis for levying taxes (Note: Property values in Rowlett are established by the Dallas County Appraisal District and the Rockwall County Appraisal District).

Assets – Resources owned or held by the City which have monetary value.

Audit – An examination of organization financial statements and the utilization of resources.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

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

Bond – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are most frequently used to finance the construction of large capital projects.

Budget – A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term "budget" usually indicates a financial plan for a single fiscal year.

Budget Document – The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

Budgetary Control – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

Capital Improvement Program Budget – A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City’s assets.

Capital Outlay – Expenditures that result in the acquisition of or addition to fixed assets. Fixed assets are defined as a piece of equipment, vehicle, furniture or fixture that cost at least \$5,000 and has a useful life of greater than 3 years.

Cash Management – The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CIP – Capital Improvement Program.

Contingency Fund – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Current Taxes – Taxes that are levied and due within one year.

DART – Dallas Area Rapid Transit.

Debt Service – The City’s obligation to pay the principal and interest of all bonds or other debt instruments according to a pre-determined payment schedule.

Debt Service Fund – A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. May also be called a sinking fund.

Delinquent Taxes – Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Depreciation – (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Disbursement – Payment for goods and services in cash or by check.

EMS – Emergency Medical Service.

Encumbrances – The pledge to expend appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

Enterprise Fund – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to insure that revenues are adequate to meet all necessary expenditures.

Expenditure – The actual outflow of funds paid for an asset obtained or goods and services obtained.

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The Fiscal Year for Rowlett begins October 1 and ends September 30.

FLSA – Fair Labor Standards Act

Fixed Assets – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

Full Faith and Credit – A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference to general obligation bonds.

Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions.

Fund Balance – The excess in a fund of current assets over current liabilities; sometimes called working capital in enterprise funds. A negative fund balance is often referred to as a deficit.

GAAP – Generally Accepted Accounting Principles.

GASB – Government Accounting Standards Board.

General Fund – The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, health services, parks and recreation, libraries, street maintenance, and general administration.

General Ledger – A file that contains the accounts needed to reflect the financial positions and the results of operations of the City.

General Obligation Debt – Monies owed on interest and principal to holders of the City's general obligation bonds. The debt is supported by revenue provided from real property which is assessed through the taxation power of the local government unit.

Generally Accepted Accounting Principals – Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

GIS – Geographic Information System.

GISD– Garland Independent School District.

GFOA – Government Finance Officers Association.

Goals – Targets or plans that are reflective of major departmental activities.

Governmental Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Governmental Funds include the General Fund, Special Revenue funds, Debt Service funds, and Capital Projects funds.

Grants – Contributions of assets from another government to be used or expended for a specified purpose, activity, or facility.

Interfund Transfers – Amounts transferred from one fund to another.

Internal Service Fund – A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis.

Levy – To impose taxes, special assessments, or service charges for the support of City services.

Liabilities – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line-Item Budget – A budget that lists each expenditure category (personnel, supplies, services, etc.) separately, along with the dollar amount budgeted for each specified category.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues are accounted when they are measurable and available to pay current liabilities. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are measurable and available to pay current liabilities. This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

NCTCOG – North Central Texas Council of Governments.

NTMWD – North Texas Municipal Water District.

NTTA – North Texas Tollway Authority.

Operating Budget – The plan for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

Ordinance – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Performance Measure – Measurements that reflect the service that is being provided and permit objective evaluation of the service program.

PGBT – President George Bush Tollway.

Property Tax – Taxes are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Proprietary Funds include Enterprise funds and Internal Service funds.

Reserve – An account used to earmark a portion of fund balance to indicate that it is not appropriated for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Revenue – Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

ROW – Right-of-Way.

Sinking Fund – See Debt Service Fund.

Tax Rate – A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

Tax Increment Finance District (TIF) – A geographical area or district created under Texas law to encourage development of the area within its boundaries by the reinvestment of the incremental tax growth generated by property value increases and new development within the district.

TMRS – Texas Municipal Retirement System.

TNRCC – Texas Natural Resources Conservation Commission.

TXDOT – Texas Department of Transportation.

LEGAL SECTION

The legal requirements of the budget are governed by the Section 6.02 of the City of Rowlett Home Rule Charter and Chapter 102 of the Texas Local Government Code.

CITY OF ROWLETT HOME RULE CHARTER, ARTICLE VI, SECTION 6.02 – BUDGET

The Fiscal year of the City shall begin on the first day of October and end on the last day of September of each calendar year. Each year and in sufficient time to provide for all necessary hearing, the City Manager shall prepare and submit to the City Council a budget to cover all proposed expenditures of the City for the succeeding fiscal year. Such budgets shall be prepared and administered pursuant to the applicable general laws of this state. In the event that the budget is not enacted prior to October 1st, the preceding fiscal year budget shall be deemed adopted, which may be amended or supplemented, as the City Council deems appropriate.

TEXAS LOCAL GOVERNMENT CODE, CHAPTER 102 – MUNICIPAL BUDGET

§ 102.002 Budget Officer

The mayor of a municipality serves as the budget officer for the governing body of the municipality except as provided by Subsection (b).

(b) If the municipality has the city manager form of government, the city manager serves as the budget officer.

§ 102.002. Annual Budget Required

The budget officer shall prepare each year a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year.

§ 102.003. Itemized Budget; Contents

(a) The budget officer shall itemize the budget to allow as clear a comparison as practicable between expenditures included in the proposed budget and actual expenditures for the same or similar purposes made for the preceding year. The budget must show as definitely as possible each of the projects for which expenditures are set up in the budget and the estimated amount of money carried in the budget for each project.

(b) The budget must contain a complete financial statement of the municipality that shows:

- (1) the outstanding obligations of the municipality;
- (2) the cash on hand to the credit of each fund;
- (3) the funds received from all sources during the preceding year;
- (4) the funds available from all sources during the ensuing year;
- (5) the estimated revenue available to cover the proposed budget; and

(6) the estimated tax rate required to cover the proposed budget.

§ 102.004. Information Furnished by Municipal Officers and Boards

In preparing the budget, the budget officer may require any municipal officer or board to furnish information necessary for the budget officer to properly prepare the budget.

§ 102.005. Proposed Budget Filed With Municipal Clerk; Public Inspection

(a) The budget officer shall file the proposed budget with the municipal clerk before the 30th day before the date the governing body of the municipality makes its tax levy for the fiscal year.

(c) The proposed budget shall be available for inspection by any person. If the municipality maintains an Internet website, the municipal clerk shall take action to ensure that the proposed budget is posted on the website.

§ 102.006. Public Hearing on Proposed Budget

(a) The governing body of a municipality shall hold a public hearing on the proposed budget. Any taxpayer of the municipality may attend and may participate in the hearing.

(b) The governing body shall set the hearing for a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy.

(c) The governing body shall provide for public notice of the date, time, and location of the hearing.

§ 102.0065. Special Notice by Publication for Budget Hearing

(a) The governing body of a municipality shall publish notice before a public hearing relating to a budget in at least one newspaper of general circulation in the county in which the municipality is located.

(b) Notice published under this section is in addition to notice required by other law, except that if another law requires the governing body to give notice, by publication, of a hearing on a budget this section does not apply.

(c) Notice under this section shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

§ 102.007. Adoption of Budget

(a) At the conclusion of the public hearing, the governing body of the municipality shall take action on the proposed budget.

(b) The governing body may make any changes in the budget that it considers warranted by the law or by the best interest of the municipal taxpayers.

§ 102.008. Approved Budget Filed With Municipal Clerk; Posting on Internet

On final approval of the budget by the governing body of the municipality, the governing body shall file the budget with the municipal clerk; and if the municipality maintains an Internet website, take action to ensure that a copy of the budget is posted on the website.

§ 102.009. Levy of Taxes and Expenditure of Funds Under Budget; Emergency Expenditure

(a) The governing body of the municipality may levy taxes only in accordance with the budget.

(b) After final approval of the budget, the governing body may spend municipal funds only in strict compliance with the budget, except in an emergency.

(c) The governing body may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If the governing body amends the original budget to meet an emergency, the governing body shall file a copy of its order or resolution amending the budget with the municipal clerk, and the clerk shall attach the copy to the original budget.

(d) After the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of the county clerk of the county in which the municipality is located.

§ 102.010. Changes in Budget for Municipal Purposes

This chapter does not prevent the governing body of the municipality from making changes in the budget for municipal purposes.

§ 102.011. Circumstances Under Which Charter Provisions Control

If a municipality has already adopted charter provisions that require the preparation of an annual budget covering all municipal expenditures and if the municipality conducts a public hearing on the budget as provided by Section 102.006 and otherwise complies with the provisions of this chapter relating to property tax increases, the charter provisions control. After the budget has been finally prepared and approved, a copy of the budget and the amendment to the budget shall be filed with the county clerk, as required for other budgets under this chapter.



City of Rowlett

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

Official Copy

Ordinance: ORD-033-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016 has been duly created by the budget officer of the City of Rowlett, Texas in accordance with Chapter 102 of the Texas Local Government Code; and

WHEREAS, the City Manager for the City of Rowlett filed the proposed budget in the office of the City Secretary on August 4, 2015 and the proposed budget was made available for public inspection in accordance with Chapter 102 of the Texas Local Government Code; and

WHEREAS, one public hearing was held, in accordance with the applicable State law, by the City of Rowlett on September 1, 2015 in accordance with Chapter 102 of the Local Government Code, following due publication of notice thereof, at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed 2015-2016 fiscal year budget; and

WHEREAS, after full and final consideration, it is the opinion of the City Council of the City of Rowlett that the 2015-2016 fiscal year budget of revenues and expenditures as hereinafter set forth should be adopted and approved.

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

Section 1: That the annual budget of revenues and expenditures necessary for conducting affairs of the City of Rowlett for the 2015-2016 Fiscal Year (attached hereto and incorporated herein as Exhibit A), providing for a financial plan for the ensuing fiscal year, be and is hereby approved and adopted.

Section 2: That expenditures during the fiscal year 2015-2016 shall be made in accordance with this budget, unless otherwise authorized by proper amendment; said budget document shall be on file for public inspection in the office of the City Secretary. Upon approval of the budget, the budget officer shall file a true copy thereof with the County Clerk.

Section 3: That unless modified otherwise by the City Council, the remaining budget for all capital improvements from fiscal year 2014-2015 (attached hereto

and incorporated herein as Exhibit B) not completed or started as of September 30, 2015, will be automatically carried over into FY2015-2016. Furthermore, funds for the capital improvements listed for FY2015-2016 (attached hereto and incorporated herein as Exhibit B) are hereby appropriated and the entire Capital Improvements Program for fiscal years ending 2015-2016 is hereby adopted.

Section 4: That all budget amendments and transfers of appropriations budgeted from one account or activity to another for the prior fiscal year be and are hereby ratified, and the budget ordinances, heretofore enacted by the City Council, be and are hereby amended to the extent of such transfers and amendments, for all purposes.

Section 5: That should any word, sentence, section, subsection, subdivision, paragraph, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part of the provision hereof, other than the part so decided to be invalid or unconstitutional.

Section 6: That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance be and the same are hereby repealed, and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 3: This ordinance shall become effective immediately upon its passage.

At a meeting of the City Council on September 15, 2015 this Ordinance be adopted. The motion carried by the following vote:

Ayes: 6 Mayor Gottel, Mayor Pro Tem Gallops, Deputy Mayor Pro Tem Dana-Bashian, Councilmember van Bloemendaal, Councilmember Pankratz and Councilmember Sheffield

Absent: 1 Councilmember Bobbitt

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Approved by 
Mayor

Date September 15, 2015

Approved to form by 
City Attorney

Date September 15, 2015

 Certified by 
City Secretary

Date September 15, 2015



City of Rowlett

Official Copy

Ordinance: ORD-034-15

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR 2015-2016 TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, following public notice duly posted and published in all things as required by law, public hearings were held, by and before the City Council of the City of Rowlett, the subject of which was the proposed tax rate for the City of Rowlett for Fiscal Year 2015-2016; and

WHEREAS, the City Council, upon full consideration of the matter, is of the opinion that the tax rate hereinafter set forth is proper and should be approved and adopted.

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

Section 1: That there is hereby levied and shall be assessed for the tax year 2015 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Rowlett, Texas, and not exempt by the Constitution of the State and valid State laws, a tax of \$0.787173 on each and every \$100 assessed valuation of taxable property apportioned and distributed as follows:

(a) \$0.577919 on each and every \$100 valuation of said property is hereby reviewed and assessed to provide revenue for maintenance and operations of the City government and current expenses thereof; and

(b) \$0.209254 on each and every \$100 valuation of said property is hereby reviewed and assessed for the purpose of creating a sinking fund to pay the interest principal on all outstanding bonds of the City, not otherwise provided for.

(c) THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 11.5 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$28.15.

Section 2: That all ad valorem taxes shall become due and payable on October 1, 2015 and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2016.

Section 3: That a delinquent tax shall incur all penalty and interest authorized by law including a penalty of six percent (6%) on the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. A tax delinquent on July 1, 2016 incurs a total penalty of twelve percent (12%) of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1, 2016 incur an additional penalty of twenty percent (20%) of the amount of taxes, penalty and interest due; such additional penalty is to defray costs of collection due to a contract with the City's tax collection attorney pursuant to Section 33.07 of the Texas Property Tax Code, as amended.

Section 4: That the City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

Section 5: That the tax roll as presented to the City Council, together with any supplements hereto, be and the same are hereby approved.

Section 6: That should any word, sentence, section, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance which shall remain in full force and effect.

Section 7: All ordinances of the City of Rowlett, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 8: This ordinance shall become effective immediately upon its passage, as the law and charter in such cases provide.

At a meeting of the City Council on September 15, 2015 this Ordinance be adopted. The motion carried by the following vote:

Ayes: 6 Mayor Gottel, Mayor Pro Tem Gallops, Deputy Mayor Pro Tem Dana-Bashian, Councilmember van Bloemendaal, Councilmember Pankratz and Councilmember Sheffield

Absent: 1 Councilmember Bobbitt

Approved by ASZ
Mayor

Date September 15, 2015

Approved to form by [Signature]
City Attorney

Date September 15, 2015

Certified by Laura Hallmark
City Secretary

Date September 15, 2015

