



## FY 2022 ANNUAL BUDGET

City of Taylor, TX | 400 Porter Street | Taylor, TX 76574

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
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**City of Taylor  
Texas**

For the Fiscal Year Beginning

**October 01, 2020**

*Christopher P. Morill*

Executive Director

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## Texas Senate Bill 656 Requirement



As required pursuant to Section 102.007 of the Texas Local Government Code, as amended by S.B. 656:

This budget will raise more total property taxes than last year's budget by \$972,000, which is a 9.8% increase, and of that amount \$285,229 is tax revenue to be raised from new property added to the tax roll this year.

#### **RECORD VOTE ON ADOPTION OF THE BUDGET**

The Taylor City Council introduced the FY 2022 Budget on August 26, 2021, held a Public Hearing on September 9, 2021, and approved formal adoption on September 9, 2021, through a record vote listed below:

#### **FOR (4):**

|                          |                |            |
|--------------------------|----------------|------------|
| <b>Gerald Anderson</b>   | Mayor Pro Tem  | District 1 |
| <b>Mitchell Drummond</b> | Council Member | District 2 |
| <b>Brandt Rydell</b>     | Mayor          | District 3 |
| <b>Robert Garcia</b>     | Council Member | District 4 |

#### **ABSENT:**

|                      |                |          |
|----------------------|----------------|----------|
| <b>Dwayne Ariola</b> | Council Member | At Large |
|----------------------|----------------|----------|

#### **PROPERTY TAX RATES**

The Taylor City Council set the upper tax limit (not to exceed) and set the public hearing date for September 9, 2021, on August 26, 2021. Formal adoption of the tax rate was approved on September 9, 2021, through a record vote of 4-0.

|                         | <b><u>FY 2021</u></b> | <b><u>FY 2022</u></b> |
|-------------------------|-----------------------|-----------------------|
| Property Tax Rate       | 0.809215              | 0.765115              |
| No New Revenue Tax Rate | 0.802466              | 0.719725              |
| Voter Approval Tax Rate | 0.821174              | 0.765115              |
| De Minimis Tax Rate     | 0.933328              | 0.772757              |
| M & O Tax Rate          | 0.613755              | 0.569637              |
| I & S Tax Rate          | 0.195460              | 0.195478              |

#### **TOTAL MUNICIPAL DEBT OBLIGATIONS**

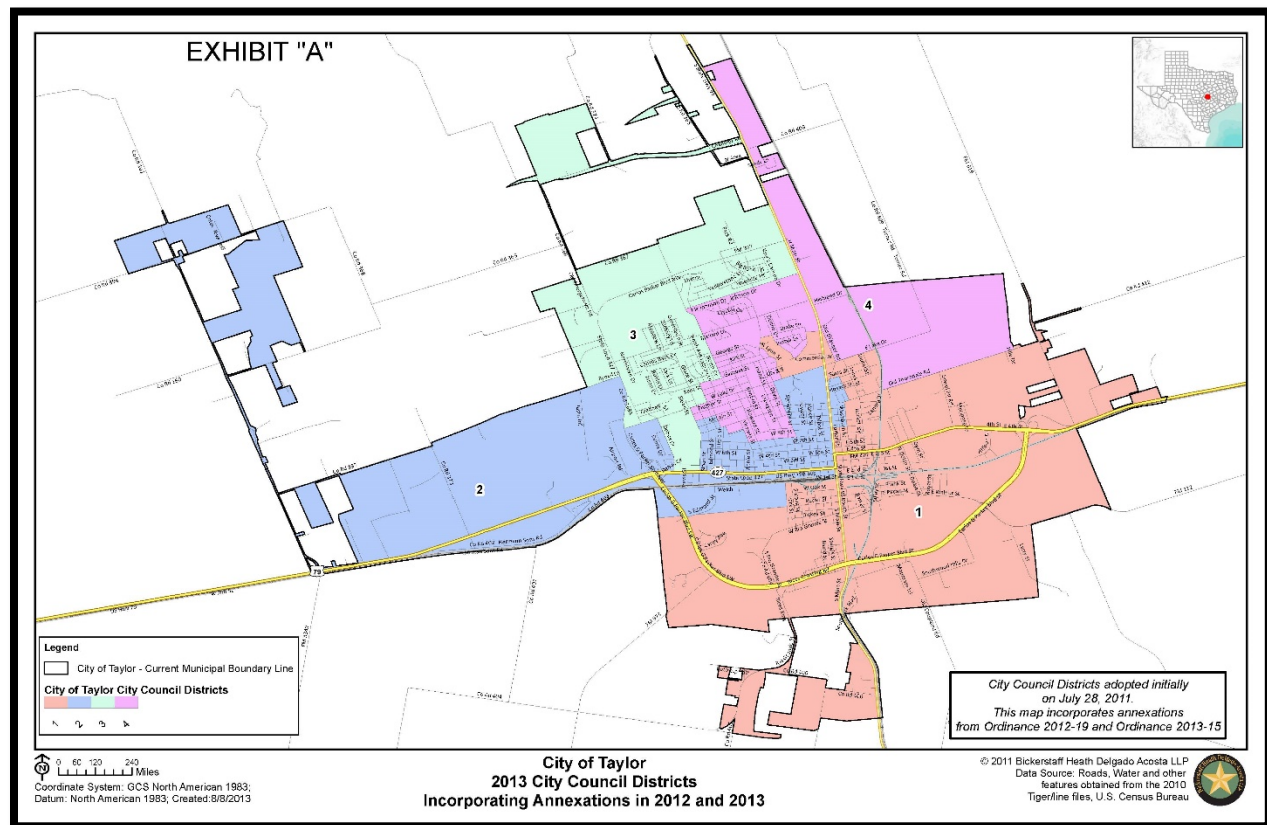
As of September 30<sup>th</sup>, 2021, the City of Taylor has an outstanding principal balance of \$17,685,000 on tax-supported debt.



Mayor & City Council

City Council Strategic Vision

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**Mayor Pro-Tem**

**District 1**  
Gerald Anderson  
**Term**  
2019-2022

**Mayor**

**District 2**  
Mitchell Drummond  
**Term**  
2021-2024



**District 3**  
Brandt Rydell  
**Term**  
2021-2024



**District 4**  
Robert Garcia  
**Term**  
2019-2022



**At Large**  
Dwayne Ariola  
**Term**  
2020-2023



The City Council adopted a [Strategic Plan](#) in 2020 to guide City Staff in developing programs and strategies for the good of the community. Future management of growth issues and budget decisions will be guided by these goals and strategies which will be reviewed and updated annually.



### Vibrant Community

Taylor is a vibrant, diverse, friendly, growing community that has retained our historic character and small-town feel. We are financially stable and are known for our...

- **Exceptional mobility/connectivity**
- **Diversity of housing and businesses**
- **Facilities/programs for people in every stage of life**
- **Beautiful parks**
- **Engaged citizens**

### Goals

- **Financial** – To be good stewards of the City’s resources
- **Customer** – Our residents and businesses are proud to call Taylor home
- **Internal Process** – Our clearly defined processes and procedures make it easy to do business with the city
- **Employee** – Our knowledgeable, engaged employees deliver an exceptional customer experience by doing a job they love
- **Culture** – Our friendly, welcoming environment attracts residents, businesses, and visitors

### Strategies

- **Financial**
  - Explore alternative/new revenue streams and funding
  - Increase and diversify the tax base
- **Customer**
  - Promote the City’s history, benefits, and amenities internally and externally to develop sense of civic pride
  - Establish and promote our Brand
- **Internal Process**
  - Document and optimize processes/procedures
  - Improve access to policies/procedures
- **Employee**
  - Create a Talent Management Strategy (attract, develop, recognize, retain, and value) that establishes Taylor as an employer of choice
  - Promote the Vision of Council, create focus on big picture and organizational culture
- **Culture**
  - Increase citizen engagement
  - Attract investment and visitors
  - Sustainable growth/maintain rich heritage

**Relationship Between City Council Strategic Vision and FY 2022 Budget**

Each operating department contains a **Budget Highlight** section that categorizes significant budget items according to the Goals and Strategies outlined in this section. In addition, some departments include **Adjustment to Base (ATB)** items pursuant to City Council goals. Adjustment to Base items are approved additional service programs, personnel, and/or equipment that was not part of a continuing program in previous budgets.

**Financial** items relate both to increasing revenue streams and being good stewards of financial resources. Expenditures include small incentive and rental grants, as well as technical and design assistance to property and business owners to support future business success in the Main Street department, interfund transfers in the non-departmental area, and wage adjustments a compensation study in the City Council and Human Resources departments.

**Customer** budget highlights consist of many varied items. They include repairs and maintenance of the Moody Museum and at the Airport, the annual neighborhood clean-up in the Development Services budget, public internet in the Library, veterinary services in Animal Control, grounds keeping equipment in Streets & Grounds, and park lighting and improvements in the Parks & Recreation budget.

**Internal Process** include new software, computer hardware, and memberships and dues in several departments, the website in the City Clerk budget, Brinks security in Utility Administration, and body-worn and in-car cameras in the Police department.

**Employee** budget highlights include training and professional development in many departments, Diversity, Equity, and Inclusion (DEI) and Bias training in Human Resources, mental health services in the Police department, and protective gear in the Fire department.

**Culture** items include outside printing and promotional supplies for City sponsored events in the Public Information budget and shop local promotions and funding for City sponsored events in the Main Street department.



## City Manager's Budget Message

Budget Overvieww

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## Budget Message

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September 9, 2021

Honorable Mayor and Councilmembers,

I formally introduce the City of Taylor's proposed budget for the Fiscal Year 2022. As with years past, this budget is a collaborative effort to advance the city's strategic pillars of Streets/Infrastructure, Quality of Life, and Economic Vitality.

This year's budget theme is Growing Pains. Growth has started in Taylor and all signs point that it will continue for several years to come. New developments will bring new citizens, more street and utility infrastructure, more stores, and more traffic. Growth brings an increase in demand on municipal services and additional costs to maintain the added streets and other infrastructure. Some of the increase in demand of services occurs at the start of the development cycle, such as increased plan review and permit issuance, and an increase in financial analysis and planning. New development also increases the demands on the current water and sewer infrastructures and ensuring the integrity of these systems to support growth occurs at the start of the development cycle.

Taylor is at the painful point where the costs associated with the increasing demand on services is accelerating faster than the revenue growth associated with the development. Trying to balance the financial cost of the City's needed improvements with the desire to maintain an affordable standard of living is the reason that we have given the FY 2022 budget the theme of Growing Pains.

The FY 2022 budget represents a significant increase from the original FY 2021 budget. This size of this increase results from the fact that FY 2021 was budgeted at the same level as FY 2020 due to the financial uncertainties related to COVID-19. The increase for FY 2022 from the projected year-end amended FY 2021 budget is more in line with what we would normally see year over year.

The City of Taylor is continuing to prepare for growth. As housing prices rise in Austin and the surrounding area, Taylor is experiencing growth in demand for the affordable housing offered within the city limits. This demand has driven new housing starts as we saw the build out of Avery Glen and the groundbreaking of The Grove at Bull Creek residential development on the north side of the City, as well as the start of the Castlewood Planned Community across from the high school. These newly constructed housing units will result in a growing population. Although such growth will correspond with higher tax collections, it will also result in additional demands on the city services provided.

The City of Taylor is preparing for growth by examining its infrastructure. In 2019-20, the City began a water and wastewater study to examine our flow capacity and identify areas within the City's existing infrastructure that could limit our growth potential. Now that these areas of flow reductions and restrictions are identified, funding strategies are being developed to address the deficiencies and allow sufficient water and wastewater facilities to exist that will meet the demand of our current citizens as well as meet the demand for future growth.

In 2019-20, The City also started the process of updating the Comprehensive Plan and this process is nearing completion. The Comp Plan is developed using input from major stakeholders and citizens

and is the guiding document that shapes the growth of the community. It's important to have an updated Comp Plan prior to experiencing significant growth so that growth can occur in an orderly manner.

The City has also started the process of developing a [Drainage Master Plan](#) and this process is nearing completion. The Drainage plan will examine the capacity of the drainage system and identify improvement projects to increase the performance of the system. The Drainage Master Plan in coordination with the Comprehensive Plan will allow the City to prepare for new developments to ensure that surface water is properly contained and managed so that properties downstream are not negatively affected by the new development. The next step in this process is to identify the projects of highest need and develop funding strategies to complete these projects.

Finally, two other plans were conducted between 2019-2021: these being the [Street Condition Analysis](#) and [Parks Master Plan](#). These plans will identify specific improvement projects that will be incorporated into a Capital Improvement Plan. In addition, these plans will coordinate with the Comprehensive Plan to identify how future growth will increase the demands on our street and park systems. The next phase in this process is project development and funding strategies.

The FY 2022 Budget that I now present to Council recognizes that future growth needs to be planned for, but also recognizes that the City of Taylor has current demands on its resources that must be addressed. Through conservative budgeting approaches and reallocating the limited resources to best address the most critical of these current demands, I feel the budget presented enhances the Council's strategic pillars, addresses the need to retain the City's staff, and fiscally aligns our departments to prepare for the coming growth.

The FY 2022 Budget is supported in part by property tax revenues. I am recommending that Council set the tax rate at the \$0.765115, which is significantly lower than the \$0.809215 rate last year. The demands on services have far exceeded the funding available in past years and maximizing tax revenues is important in providing the funding needed to help meet the current demands.

The FY 2022 Combined Budget proposes total revenues of \$36,711,232 with total expenditures of \$36,349,161. The General Fund revenue budget for FY 2022 is \$16,926,632, a 12% increase over the FY 2021 adopted General Fund budget and the increase is reflective of the conservative approach taken in developing the FY 2021 budget. The City's proposed General Fund revenues exceed the operating expenditures within the budget by \$3,948.

The budget document includes the General Fund; the City's primary enterprise funds- Utility, Airport, Cemetery and Sanitation Funds; the Special Revenue Funds; the Debt Service Funds; the Internal Services Funds; and the Impact Fee Funds.

**Budget Highlights:**

- The FY 2022 budget is developed to help meet the increased demand for services caused by accelerating growth and development within the city
- Includes funding to move to the next phase of the Comprehensive Plan update with the focus shifting to development ordinance updates. This will assist city leaders in implementing the future growth-related land use and zoning decisions developed under the Comprehensive Plan.
- Compensation adjustments for employees to move us closer to market averages.
- We were also able to negotiate a limited increase in our medical care plan and rate freezes for our other health benefits.
- Funding secured by the FY 2018-19 debt issuance has allowed us to complete several street, utility, and drainage projects, with the remaining projects scheduled for completion in FY 2022.
- The funding to complete the Impact Fee Study on the Utility and Road Impact Fees. The study is due for an update and is a requirement for charging the fee.
- The initial five-year implementation of the Water and Sewer Stabilization Program was completed in 2019 and utility rates did not increase in the 2019-20 and 2020-21 Budgets. The updated utility rate study calls for a 10% increase in sewer and water rates and such increases are included in the FY 2022 budget.
- A fifth year of grant funding was not awarded for one full-time Victims Assistance position to continue victim services in the Taylor community. The funding for this position will now be the full responsibility of the City.
- Maintains funding for Public Arts
- Restores funding for four HOME Program houses after being reduced in FY 2021.
- Includes two new staff positions in Development Services and Finance, as well as a contractual design consultant position.
- Includes funding for projects related to the recently completed Parks Master Plan.
- Includes additional funding for the Utility Systems for equipment purchases and supplies



**FY 2022 Overview****General Fund**

The General Fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenue include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, culture and recreation, and community development. Revenues are budgeted at \$16,926,632 with the primary revenues sources as follows:

- ❖ Ad Valorem Taxes – Property tax collections are budgeted at \$8,087,000, an increase of \$590,000 from FY 2021. The 2021 certified taxable value per the Williamson County Tax Appraisal District is \$1,470,132,537, with \$9,649,219 in value still under protest. Tax revenues in the General Fund assume that sixty percent of the value under protest will be retained. These certified values include the captured property value of the Tax Increment Reinvestment Zone, and such value has been subtracted prior to any tax calculations. Property taxes account for approximately 48% of total revenue for governmental activities.
- ❖ Sales Tax revenue is budgeted at \$4,250,000, which is an increase of \$1,110,000 (35%) from the current budget. Sales tax revenues for FY 2021 have been much higher than the conservatively budgeted amount, and it is estimated that actual collections for the fiscal year will be approximately \$4,100,000. Sale tax revenues in the proposed FY 2022 budget are \$150,000, or 3.7% more than the estimated collections for the current fiscal year.
- ❖ Franchise Taxes, which consists of Electric, Cable, Telephone, Gas, and Mixed Beverage represents approximately 5% of General Fund revenues. This is the General Fund's fourth largest revenue source.
- ❖ Permits and licenses are budgeted at \$669,800, as new development and construction are driving the 35% anticipated increase in budgeted revenues compared to the 2020-21 budgeted amount.
- ❖ Budgeted transfers in from other funds covers the cost that the General Fund incurs due to providing staff support to the Enterprise Funds. The budgeted transfer of \$1,982,732 is a decrease of \$25,450 from the current fiscal year.

General Fund expenditures are budgeted at \$16,922,684; this is an increase of \$1,816,571 or 12% from the current year adopted budget. The increase reflects the conservative approach taken during the development of the FY 2021 budget compared to the more traditional approach taken for FY 2022. It also includes expenditures related to the full-year costs of items added during the current fiscal year, several increased program levels, and inflationary cost increases.

### Special Revenue Funds

The City accounts for resources restricted to, or designated for, specific purposes in special revenue funds. The special revenues funds consist of the following:

- ❖ ***Tax Increment Fund*** - The purpose of this fund is to set aside ad valorem tax for the redevelopment of the downtown reinvestment zone. Revenues are derived from city property tax, interest income and the captured taxes from Williamson County.
- ❖ ***Hotel/Motel Fund*** - Revenues for this fund come from taxes levied on guests staying at hotels/motels in Taylor. The tax rate is 7% of the charges for lodging. There are six current lodging facilities with the City's jurisdictional boundaries. Expenditures include the contractual payments from a 380 agreement, payments to the Taylor Chamber of Commerce to be used to promote tourism in Taylor and a transfer to the Main Street Fund for advertising that promotes city sponsored events.
- ❖ ***Main Street Revenue Fund*** - The purpose of this fund is to provide incentives for downtown businesses to improve the building façades and promote downtown development. This fund accounts for the donations and proceeds from fundraisers and the expenditures associated with such fundraisers. Revenues are from City fund raising events, the annual Blackland Prairie Days, and transfers in from the General Fund, TIF Fund, and Hotel/Motel Fund. The transfers are to assist the programs offered by the Main Street Fund including the façade improvement grants and rent assistance to downtown businesses. Expenditures are to cover the costs of City sponsored events.
- ❖ ***Municipal Court Special Fee Fund*** - These funds are collected through the municipal court system and are restricted for building security and technology, while expenditures are budgeted for security services performed by the police department.
- ❖ ***Library Grant/Donation Fund*** - The purpose of the fund is to track grants and donations to the library that will be spent on library activities and operations. It is difficult to anticipate what grants and donations will be received in any given year. Expenditures are budgeted for library books and other contract services.
- ❖ ***Transportation User Fee Fund (TUF)*** – The City charges a transportation user fee to all residential and commercial/industrial properties to assist in paying the cost of maintaining the City's streets. Revenues collected from the fee are used in the annual street maintenance program and to pay street related debt.
- ❖ ***Municipal Drainage Utility System (MDUS) Fund*** – The City charges a drainage fee to all residential and commercial/industrial properties to assist in paying the cost of maintaining the City's drainage system. Revenues collected from the fee are used for debt service for previous drainage work and administrative costs.

**Utility Fund**

The Utility Fund is the City's second largest fund and together with the General Fund they account for 77.65% of City expenditures. Utility fund revenues are budgeted at \$11,279,000. The FY 2022 budget includes a ten percent rate increase in the water and sewer rates.

- ❖ Water income is budgeted at \$5,170,000., which is an increase of \$573,000 from the current fiscal year. The budgeted increase in revenues is due to the rate increase and new development.
- ❖ Sewer income is budgeted at \$4,895,000, which is up \$363,000 from the current fiscal year. Charges for residential customers are based on sewer averages established in the non-irrigation months of December, January, and February. Commercial customer sewer charges are based on their water consumption.
- ❖ The City's water agreement with the City of Hutto, City of Thrall and Noack W.S.C. for wholesale water is budgeted at \$520,000, which is an increase of \$20,000 from the current fiscal year.

Expenditures for FY 2022 are budgeted at \$11,278,918 and is an increase of \$1,278,676 (13%) from the current fiscal year budget. The major expenditures are as follows:

- ❖ Debt service payments are budgeted at \$2,908,490 for the existing debt.
- ❖ Transfer to the General Fund is budgeted at \$1,600,000 and covers the administrative costs, which include the cost of billing and collecting the sewer and water charges.
- ❖ Water purchase costs are budgeted at \$2,000,000
- ❖ Wastewater treatment costs are budgeted at \$958,535
- ❖ Distribution/collection costs are budgeted at \$2,186,938

Projected revenues over expenditures in the Utility Fund are \$82.

**Debt Service Funds**

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

The General Government I&S Fund is used for tax-supported debt service payments. Revenues are from the I&S rate component of the property tax rate and is set by the City Council to ensure enough revenue to pay the City's annual debt payment. Revenues also consist of a transfer in from the TIF Fund to cover the portion of debt assigned to the TIRZ area. Expenditures consist of the tax-supported debt payment and debt payment assigned to the TIRZ area.

The other I&S Funds are used as an accounting mechanism to transparently track the debt payments from our Enterprise and Special Revenue Funds. Revenues in these I&S Funds consist of transfers in from the underlying fund and such transfers are accounted as expenditures in the underlying funds. Expenditures in the I&S Funds consist of the annual debt service required assigned to each underlying fund.

The bond rating for the city from Standard and Poor's is AA-.

### **Internal Service Funds**

Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for the maintenance and purchase of equipment.

- The Fleet Operating Fund charges rental fees and replacement fees to the various City departments and these fees are used to off-set the expenditures for repairs and maintenance to the City's vehicles.
- This fund was initiated in 2003-04 as a revolving fund to get better control over the cost of vehicles and equipment. Under this concept each department rents its vehicles and equipment from the Fleet Service Fund. Most maintenance and repairs are handled by this department. Also included in the expenditures are vehicle fuel costs.
- The Fleet Replacement Fund reflects expenditures that includes capital lease payments for purchases are made either monthly, quarterly, or annually throughout the year. Expenditures also reflect cash purchases for equipment and vehicles made on behalf of the other funds.

### **Summary**

Combined revenues for FY 2022 for all funds total \$36,711,232 and expenditures total \$36,349,161. Although the demands on the City resources continue to exceed the available funding, this budget uses the available funds to optimize the services provided to our citizens and support the growth and development that is on-going in the City of Taylor.

Final adoption of the budget and tax rate is scheduled on September 9, 2021.

Respectfully submitted,

Brian LaBorde  
City Manager



## User Information

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The City of Taylor's annual budget is comprised of a table of contents and thirteen sections. These sections can be grouped into three broad categories as follows:

**Introduction and Information**

- **Texas Senate Bill 656 Requirement:** As required pursuant to Section 102.007 of the Texas Local Government Code and amended by S.B. 656, this section includes the following information:
  - Property Tax Revenue Details,
  - Record votes of City Council on the adoption of the Budget and the Property Tax Rate,
  - Listing of Property Tax Rates such as No New Revenue, Voter Approval, M & O, and I & S
  - Total Municipal Debt Obligations.
- **Mayor & City Council:** Includes a listing of Council Members, their terms, District Map of the City of Taylor, TX, and City Council Strategic Vision.
- **City Manager's Budget Message:** This letter that accompanies the budget when it is submitted to the Council. The Budget-In-Brief that follows provides information about each fund and the significant changes or events affecting the fund.
- **User Information:** Contains an overview of the Budget Book and its respective sections and categories. This section also includes the budget process summary and budget calendar, a brief summary of the Council-Manager form of municipal government as it relates to the City of Taylor, and City policies.
- **Historical/Demographics:** Provides a synopsis of the City of Taylor's history derived from various articles and newspaper clippings. In addition, a brief community profile is provided.
- **Personnel/Boards:** Includes the City's organizational chart, a listing of City Administration and Leadership, Boards & Commissions, and Personnel Summaries.

**Financial**

- **Budget summaries:** Contains all budgeted revenues, expenditures, major revenue sources, all funds budget summary, city departments by fund and fund structure.
- **Fund Overview and Detail:** These sections contain detailed budget information for the various funds, departments, and divisions of the City. Where applicable, descriptions, goals, and performance indicators for various departments are given.
- **Municipal Debt:** Contains payment schedules and bond information for the City's general obligation (tax supported) debt and the utility, airport, drainage, Tax Increment Financing (TIF), and Transportation User Fee (TUF) debt.
- **Capital Improvements:** Includes a schedule of capital outlay and improvements (infrastructure) to be made during the coming fiscal year.

**Supporting Information**

- ☐ **Fee Schedule:** A detailed listing of fees and/or charges for services that will be in effect for the coming fiscal year.
- ☐ **Ordinances:**
  - Ordinance No. 2021-20: Approving and Adopting the Budget for FY2021-22.
  - Ordinance No. 2021-21: Adopting the Tax Rate for the Tax Year 2022.
  - Ordinance No. 2021-23: Adopting and changing certain rates and other services provided by the City for Fiscal Year 2021-22.
- ☐ **Glossary:** A list of words and acronyms contained in the annual budget and their meaning.

**Budget Process**

The City Charter establishes the fiscal year, which begins October 1 and ends September 30. To have an adopted budget in place by October 1 each year, the budget process must begin months before. In February, Departments Heads receive budget request packets from the Finance Department. These packets contain information about the Department, including historical expenditure amounts, current expenditure and budget amounts, and estimated amounts for the upcoming budget year.

While the Departments are preparing their budget requests, the Finance Departments calculates personnel costs and the debt service requirements and revenue projections for the new year. The data combined with the Department requests form a preliminary or “first draft” budget. At this stage, the budget is usually unbalanced; that is departmental requests are usually greater than anticipated revenues.

After receiving the first draft by the City Manager, Deputy City Manager and the Finance Director, a series of meeting with the individual Department Heads to review and discuss their budget requests. These meetings are held in May and help the City Manager formulate priorities for the proposed budget.

A series a City Council budget workshops are held, usually in June through August. These workshops are open to the public and are [posted per open meetings law](#). Information as to date and time can usually be found on City’s [website](#) and city newsletter as well as the local media coverage.

With guidance from the Council, the City Manager then formulates a proposed budget that is submitted to Council before August 31<sup>st</sup>. A copy of the proposed budget will be available for citizen review at Taylor City Hall and the public library. State law and the City Charter require that a public hearing on the proposed budget be held before the Council votes on its adoption. A notice of the public hearing is published in the local newspaper, and the hearing is held during a regular City Council meeting. This hearing provides an opportunity for citizens to express their ideas and opinions about the budget to their elected officials.

After the public hearings as per Truth-in-Taxation guidelines, the City Council votes on the adoption of the [budget](#). The budget shall be adopted not later than the final day of the last month of the fiscal year, but the budget is normally accepted and formally approved by the City Council before September 15. The budget calendar that follows outlines the budget timeline.

The City will amend the budget at year end, if needed, for revenue-based expenditures that exceeded budgeted amounts. When deemed necessary, the City Council may also amend the budget quarterly if any known adjustments are needed and approved at that time. The Director of Finance must certify availability of revenues or funding sources prior to amendment.

## February

- **February 11** – Present Budget Calendar

## March

- **March 1 & 2** -- Budget Kick-Off Meeting with Department Directors and Administrators
- **March 4** – Meet and Discuss CIP with Department Directors
- **March 25** – “State of the Department” presentations by Public Works (streets & grounds), Cemetery, Development Services, and Parks & Recreation departments to City Council

## April

- **April 1** – Receive preliminary property values from WCAD
- **April 8** – “State of the Department” presentations by Police and Airport departments to City Council
- **April 14** – Department FY 21-22 Budget (with ATB's) and FY 20-21 Projection Deadline for data entry in MDSS. (Departments will be locked out of MDSS after April 14)
- **April 22** – “State of the Department” presentations by Public Works (utilities), Library, and City Clerk/Municipal Court departments to City Council
- **Week of April 26** – Meet with City Management to review preliminary budget
- **April 1-30** – One-on-one meetings with City Council members and City Management

## May

- **Week of May 3** – City Manager meets with Department Directors to discuss Budgets
- **Week of May 10** – Finance review, update, revise budget and CIP with City Management
- **Week of May 17** – Finance meets with City Management to review, update, revise budget
- **May 26** – Deadline to Submit FY 20-21 Accomplishments, FY 21-22 Goals & Objectives, and Performance Measures
- **May 27** -- “State of the Department” presentations by Human Resources and Finance/Utility Billing departments to City Council
- **May 28** – Rough Draft Budget due to City Manager

## June

- **June 10** – “State of the Department” presentations by Communications and Internal Services
- **June 24** – Present preliminary budget to City Council with brief explanations and “State of the Department” presentation by City Management to City Council

## July

- **July 8** – Budget Workshop I
- **July 22** – Possible Budget/CIP Workshop II
- **July 23-28** – Certified property values from WCAD

Regular City Council Meeting

Special City Council Meeting  
[Continue to Next Page]

Deadline

**August**

- **August 7** – Deadline for WCAD to send taxpayer postcards
- **August 9** – File proposed budget with City Clerk
- **August 12** – Discuss FY 21-22 CIP
- **August 26** – Set Upper Limit Tax Rate, schedule Public Hearings, introduce Budget and Tax Rate Ordinances, present Certification of Sales Tax for Debt, and post required Notice of Tax Rates on Citywebsite
- **August 29** – Publish Notice of Public Hearing for the FY 21-22 Budget and Tax Rate in the newspaper

**September**

- **September 9** – Public Hearing and Adoption of FY 21-22 Budget / Public Hearing and Adoption of FY21-22 Tax Rate / Introduce Fee Schedule Ordinance
- **September 23** – Adopt FY 21-22 Fee Schedule





*Deputy City Manager Jeff Jenkins and City Council on the Dais*

The City of Taylor operated under a Commission-Manager form of government from 1926 to 2001. In an election held on May 5, 2001, a charter amendment was approved changing the designation to a Council-Manager form of government. Policy-making and legislative authority are vested in the City Council consisting of the Mayor and four other members. The Council is elected on a non-partisan basis. Council

members serve three-year staggered terms. The three-year election cycle consists of two members being elected in consecutive years and a single member being elected in the third years of the cycle. Four of the council members are elected by district with the remaining council member being elected at-large. After each election, the five members of the Council select one of the members to serve as Mayor until the next election. The City Council is responsible for, among other things, passing ordinances, adopting the budget, appointing committees, and hiring the City Manager, City Attorney and Municipal Court Judges.

The City Manager is responsible for carrying out the policies and ordinances of the city council, for overseeing the day-to-day operations of the government and appointing the heads of the various departments.

The City government provides a broad range of goods and services to its citizens. The activities and personnel required to provide these goods and services are organized into broad managerial areas called Funds. Funds are separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Funds are further organized into functional groups called Departments. A Department is a group of related activities aimed at accomplishing a major City service or program (e.g. Police Department).

A Department may be further divided into smaller areas called Divisions. Divisions perform specific functions within the Department (e.g. Animal Control is a Division of the Police Department).

At the head of each Department is a Director who is an officer of the City. Directors have supervision and control of a Department and the Division within it but are subject to the supervision and control of the City Manager. A Department Head may supervise more than one Department.

**Long-Range Financial Plans**

The City of Taylor has drafted [Envision Taylor Comprehensive Plan](#) to address the key challenge of establishing and maintaining fiscal sustainability. The type and location of development has a large impact on the cost of providing and maintaining high quality public services and infrastructure, such as streets, utilities, public safety services, and parks. While these services are provided by the City, they are paid for by residents and businesses, who must accept either lower quality services, higher costs and potential higher taxes (to pay for higher costs), resulting from inefficient development patterns or changing the allowed development pattern.

To remain strong, Taylor requires communities, infrastructure, and systems that can thrive in the face of future economic, fiscal, and environmental uncertainties. Resilient communities do not wait until challenges present themselves to react but instead work to build a strong foundation based in sustainable decision making. Using resilience as a guiding principle requires making infrastructure, natural systems, and social structures more durable so that they can withstand and recover from acute shocks and chronic stresses. Addressing the key challenge of fiscal sustainability means that as we make land use and infrastructure decisions, we ensure that there will be enough money to pay for basic services and infrastructure now and in the future.

The Envision Taylor process included a detailed analysis of some of the key elements of a City including the people, the land, the economic resources, and housing.

Being fiscally sustainable means having sufficient resources to cover the basic needs and services of residents, not just today, but over time. In most communities, there is a growing gap between the funds cities have available and what is needed to serve and maintain neighborhoods and infrastructure. Post World War II, cities across the country have aggressively pursued fast growth and auto-centric development in the near-term (and the revenue boost that comes from new development) without fully considering long-term costs and impacts of these decisions. During this growth phase, many new neighborhoods and commercial developments are built and a city's service area expands significantly over a short period of time – typically one or two decades. During this time, there is also typically pressure to keep property taxes down and sales tax revenue will fluctuate up and down based on market conditions and demand. As cities age and expand, development and the revenue boost from the additional homes and businesses slows down, but there is more infrastructure to maintain and more services to provide. Community leaders are left struggling to keep up with basic service, employment, and lifestyle expectations with limited resources.

For Taylor to be fiscally resilient and affordable for years to come, city leaders must work to close the gap between their resources and their obligations to citizens. More specifically, they must find ways to generate additional revenue to rebuild aging streets and infrastructure. Generally speaking, there are three ways in which the city can close this gap.

1

Keep development patterns and service levels as-is but charge more (via higher taxes and fees) to cover the true costs. This is a difficult option because an increasing number of people do not have the means to pay much more than they are currently paying.



Increase Taxes or Fees

2

Maintain current taxes and fees where they are but cut services to align with revenues. This is what most cities are currently doing, where services and maintenance needs are budgeted to fit available revenue and those that are unfunded get deferred. This can work for a short period, but eventually the neighborhoods and infrastructure must be maintained, or property values will start to decline and people and businesses will leave the city.



Reduce

3

Adjust development and infrastructure to enable an affordable balance of services and taxes. By prioritizing infill, redevelopment, and more financially productive development patterns, the city can generate additional tax base from its service area and improve the return on investment of taxpayer dollars without necessarily having to raise the tax rate or charge more fees. This is the most feasible and effective



Develop

## General Fund Benchmarking

In a property tax state like Texas, ideally the property tax revenue generated by development in a city should be enough to cover street maintenance and reconstruction as well as at least half the cost of other basic services. When property tax revenue can cover more basic services, this frees up revenue from sales tax to focus on economic development and quality of life improvements that preserve and enhance property values over time. The more a city must rely on sales tax for basic services, the less funding it will have for amenities and economic development incentives.

The city's total general fund revenue for the FY19/20 fiscal year was \$14.8 million, which comes out to roughly \$1,050 per acre. The table below shows how Taylor's general fund metrics compare to some other communities in the region. Taylor has the lowest GF/Acre and lowest population/acre. Just over \$7 million of this (52%) was obtained from property tax.

|                    | TAYLOR         | ROUND ROCK     | LEANDER        | CEDAR PARK     | HUTTO          |
|--------------------|----------------|----------------|----------------|----------------|----------------|
| 2020 Pop. Est.     | 17,167         | 128,739        | 56,111         | 76,999         | 26,434         |
| 2020               | \$14,830,304   | \$121,760,638  | \$41,787,626   | \$57,136,667   | \$18,152,056   |
| GF Revenue         |                |                |                |                |                |
| Area (Acres)       | 13,155         | 22,976         | 21,811         | 15,680         | 4,960          |
| Pop. Per Acre      | 1.30           | 5.60           | 2.57           | 4.91           | 5.33           |
| Tax Rate           | 0.788000       | 0.420000       | 0.551867       | 0.449000       | 0.515171       |
| GF Per Capita      | \$864          | \$946          | \$745          | \$742          | \$687          |
| <b>GF Per Acre</b> | <b>\$1,050</b> | <b>\$5,299</b> | <b>\$1,916</b> | <b>\$3,644</b> | <b>\$3,660</b> |
| GF Per Household   | \$2,177        | \$2,383        | \$1,877        | \$1,870        | \$1,730        |

By focusing infrastructure, housing, and economic development investments into redevelopment and infill in older neighborhoods and prioritizing high return on investment development patterns such as smaller/narrower lots, vertical buildings, and mixed use, the city has an opportunity to generate additional property tax revenue without necessarily having to adjust the tax rate. In addition to improving the fiscal health of the city's operation, partnering with local residents, entrepreneurs, and developers to build more small scale residential and commercial spaces can also help to cultivate the wealth of residents and local businesses and increase community pride and identity. Together, this combination of cultivating public and private wealth can put Taylor on the path to becoming a vibrant, inclusive, and resilient community for years to come.

**Projected Street Replacement Costs**

The city has roughly 150 miles of street today. Using a lean replacement cost of \$500,000 per 11' lane-mile, it would require over \$124 million to replace the existing streets when they reach the end of their life cycle. Averaged over 20 years, this would require the city to be saving or spending an average of \$6.2M per year on street reconstruction, \$4.5M per year more than what the city currently allocates to street maintenance from its General Fund. Street costs for more recent projects have exceeded \$1 million per lane-mile. If this higher value is used, the city's street liabilities could exceed \$248 million total or \$12.4 million per year, which is almost as much as the city's entire general fund budget (\$14.8M). If you incorporate Capital Improvement Program (CIP) dollars into this, it partially reduces this gap, but not nearly enough to get the city to a break-even point. As additional development is built, the amount of streets to maintain and replace in the future will continue to increase.

**Land Use Fiscal Analysis**

An in-depth analysis of the fiscal productivity of Taylor's development pattern and service model was performed as part of the comprehensive plan process. A parcel-level analysis of the property taxes and general fund service costs for the various land uses and development patterns in Taylor provides a glimpse into which perform better than others in terms of their ability to meet their costs, including long-term roadway maintenance. The analysis used the metrics of property tax revenue per acre and net revenue per acre to map the net fiscal productivity (revenue minus costs) of all parcels in Taylor. Three levels of analysis were completed to understand the fiscal performance of development today and when costs for future infrastructure replacement are considered.

Taylor is in the middle of its growth, with a more compact core that includes some highly productive parcels in the downtown area, and less productive areas around the periphery of the city limits that are in the city's service area but have yet to build out. In its current state, only 20% of the city's area generates enough revenue to cover current costs. Less than 10% of the city's area covers anticipated future costs.

One of the key concepts introduced during the modeling process and reinforced with the model results is how more compact development outperforms more spread-out development. The model shows how the revenue per acre for single family is the highest for the smallest lots. Buildings on these smaller lots also tend to be less expensive due to their smaller size. This presents a "win-win" opportunity for the city where it can provide more affordable housing and commercial options for residents and small business owners/ entrepreneurs while also maximizing tax revenues to the city (on a per acre basis) - just by building smaller buildings on smaller lots.

The current general fund per acre is only \$1,716 per acre. At current tax rate and revenue source ratios, it would require at least \$5,000 per acre to cover existing street infrastructure liabilities with property tax. This value will need to be significantly higher to cover all infrastructure and service needs when the city is closer to buildout. To cover these costs, the city needs to increase revenues. Raising tax rates and fees is not popular, so adjusting the development pattern to generate more revenue per acre and reduce costs per acre is a reasonable place to start.

Depending on the location and pattern of new development, the city will likely need to generate above \$4,000 per acre for its general fund from property to cover future costs. The lower of these values assumes



development will be done in a more compact pattern with a large amount of infill and narrower streets, while the higher value assumes new development will follow a more spread out, suburban style pattern with wider streets.

By strategically changing the development patterns and density within the city, the city can use future growth to increase total revenue and revenue per acre to meet the future demands on infrastructure and services while maintaining an affordable standard of living. Such financial sustainability is the goal of the current fiscal year budget and budgets to be developed in the future.

### **Financial Policies**

The City of Taylor has an important responsibility to its citizens, taxpayers, ratepayers, and all customers to carefully account for public funds, to manage the City's finances wisely, and to plan for the adequate funding of services desired by the public. These policies implement and enhance the City Council's strategic vision which states the City of Taylor be a vibrant, diverse, friendly, growing community that has retained our historic character and small-town feel. To facilitate this responsibility, certain financial policies have been developed and implemented within the parameters established by provisions of the Texas Local Government Code and the City Charter. These policies are adopted by the City Council and are considered the basis for financial management, planning and budget preparation.

### **Budgeting**

- ☐ The City Manager shall prepare a proposed budget that is balanced with current revenues, using sustainable funding sources that are expected to continue to be available in subsequent fiscal years, plus available unreserved fund balances equal to or greater than current expenditures.
  - 1. The annual budget will be prepared to address Council Strategic Vision and direction
  - 2. Long-term financial needs will be considered and addressed when appropriate
- ☐ A contingency reserve shall be maintained in the major funds (General & Utility Fund) at a level sufficient to provide for emergency expenditures and unanticipated revenue shortfalls.
- ☐ The City's goal is to maintain a minimum fund balance of three months of operating expenditures for the General Fund. The goal is for each fund is to be self-sufficient and inter-fund transfers should primarily involve reimbursement for costs or services.
- ☐ The annual budget document shall be comprised of all City funds. Each fund shall contain a detailed listing of revenues and expenditures. The departmental budgets within each fund shall contain proposed expenditures, estimated current year expenditures and actual previous year expenditures by line item.

**Budget Amendment / Contingency Plan**

- ☐ The City will take immediate corrective action at any time during the fiscal year if expenditure and revenue estimates are such that an operating deficit is projected at year end. Corrective actions may include:
  1. Reduce transfers to self-financed construction funds for pay-as-you-go CIP
  2. Deferral of capital purchases
  3. Expenditure reductions
  4. Hiring freezes
  5. Freeze merit increases
  6. Use of fund balance, including repair and maintenance funds
  7. Increase fees
  8. Lay-off employees

The use of fund balance, which is a one-time revenue source, may be used to fund an annual operating deficit only with a subsequent approval of a plan to replenish the fund balance if it is brought down below policy level.

**Revenues & Reserves**

- ☐ The City shall budget revenues by analyzing historic revenue amounts for a five-year period taking into account the City's current economic development status. The [City's fee schedule](#) will be reviewed annually to ensure fees are consistent with the surrounding areas and that the City re-coup its cost for specific services. Contingency reserves shall be maintained in the General Fund and Utility Fund at a level sufficient to provide for emergency and unanticipated revenue shortfalls.

**Expenditures**

- ☐ The City shall budget expenditures based on historic expenditures analysis, new expenses and new programs. Each department shall look at their operations in relation to historical expenses and planned new costs. Benefits shall be projected using the rate changes by Texas Municipal Retirement System, Baylor Scott & White Health Plan and the Internal Revenue Service. Modifications and adjustments will be made as necessary in order to ensure a balance budget is achieved.

**Fund Balance**

- ☐ Three months (25%) of operating expenditure should be maintained for the General Fund. The intent is for each fund to be self-sufficient.

**Purchasing**

- ☐ City departments have the responsibility to see that their budget accounts are not overspent. All purchases up to \$999 require approval by the department head. Items \$1,000 to \$9,999 require at

least three verbal quotes and approval by the Director of Finance. Items over \$10,000 require at least three written quotes; while anything over \$50,000 is subject to be bid out in accordance with state law.

#### Cash Management

- ☐ The Finance Director is responsible for the design and implementation of reliable and effective cash-flow forecasting. The City shall deposit its funds only in a deposit account that is insured by the Federal Deposit Insurance Corporation (FDIC) or fully collateralized by securities which are authorized by law to be used to collateralize the City's deposits.

#### Investments

- ☐ The investing of City funds falls under the responsibility of the Finance Director. It is the intent of the City to be in complete compliance with local law and the [Texas Public Funds Investment Act](#). The City's investments will be reviewed annually by an independent auditor as part of the annual audit process. The City's investment policies stress:
  1. **Safety** and preservation of principal. This is the foremost objective of the City.
  2. Maintenance of sufficient **liquidity** to meet operating needs
  3. **Diversification** to eliminate the risk of loss from concentration of assets
  4. Optimization of **interest earnings** on the portfolio

#### Debt Management

- ☐ Debt should be issued for the purpose of meeting the needs of the community through funding of capital projects and equipment but without constituting an unreasonable burden to taxpayers.
- ☐ The debt shall be managed to enhance or maintain its credit rating with major ratings agencies.
- ☐ Debt shall not be used for current operational expenses. Interest earned from bond proceeds shall be credited to the benefit of the fund to complete the project or to the benefit of the fund responsible for repayment of the debt.
- ☐ Characteristics of debt issuance - when the City finances capital projects by issuing bonds, it will pay back the bonds within standard terms that include the following:
  1. Term may be up to 30 years depending on cash flow assumptions, or useful life of asset being financed.
  2. Call provisions will be shortest possible optional call consistent with optimal pricing.
  3. The City will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
  4. The City will avoid variable-rate debt due to the potential volatility of such instruments. Therefore, the City will avoid the use of variable-rate debt for its general obligation bond issues.
  5. The Debt service program will be managed needs

**Reporting Policies**

- ☐ The budget will be prepared in accordance with GASB (Governmental Accounting Standards Board) guidelines. A copy of the budget will be available for public viewing at the City of Taylor Library and on the City's website. [Budget | Taylor, TX - Official Website](#)
- ☐ Monthly financial statements will be given to City Council.
- ☐ Monthly investment reports will be given to City Council.
- ☐ An independent audit will be conducted on an annual basis. The City will produce financial statements in accordance with generally accepted accounting procedures as outlined by the GASB. The City will produce a [Annual Comprehensive Financial Report](#) which meets the requirements for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellent in Financial Reporting. The City has received its' eleventh (11) Certificate of Achievement. The City will also produce an annual budget document, which meets the criteria for GFOA's Distinguished Budget Presentation Award. The City has received the award seven (7) times for past budgets. These documents will be presented to City Council and will be available for public viewing.

**City Funds**

- ☐ The City of Taylor is organized into Funds. In the field of finance, a fund is a separate accounting entity with revenues and expenses segregated for the purpose of carrying out a specific purpose or activity. A visual outline of the City's Fund Structure is located on page 75.
- ☐ **Governmental Funds** are used to account for tax-supported activities. These activities are usually associated with a typical local government's operation, such as Fire and Police protection.
  - **General Funds (Major Fund)** - Chief operating fund which accounts for all transactions not required to be accounted for in any other funds.
  - **Special Revenue Fund (Non-Major Fund)** - Fund used to account for proceeds of certain specific revenue sources that are legally restricted or designated by City Council to expenditures for specified purposes.
  - **Debt Service Fund (Major Fund)** - Accounts for the accumulation of resources and payments for general long-term debt principal and interest.
- ☐ **Proprietary Funds** are used to account for a government's business-type activities. The costs of providing certain goods and services (water and wastewater service) to the citizens of Taylor and should be financed or recovered primarily through user charges.
- ☐ **Fiduciary Funds** are assets held by a governmental entity in a trustee capacity or as an agent for individuals, private organizations, and/or other governmental units.

**Budget Basis**

- ☐ The accounts of the City are organized on the basis of funds and account groups, each of which is a considered a separate accounting entity. The operations of each fund are accounted for with a separate set of distinct, self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses.
- ☐ The City's accounting records for all governmental funds are maintained on the modified accrual basis. This method recognizes revenue when it is measurable and available and expenditures when goods or services are received. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for the budget is the same as the basis of accounting.
- ☐ All the proprietary funds are accounted from using the accrual basis of accounting; revenue is recognized when it is earned and expenses are recognized when they are incurred. The basis for preparing the budget is the same as the basis of accounting except for principal payments on long-term debt and capital outlay which are treated as budgeted expenses. Depreciation is not recognized as a budgeted expense.
- ☐ The Annual Comprehensive Financial Report (ACFR) shows that status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the City prepares its budget. An exception is the treatment of capital outlay in the proprietary funds. The budget does not show depreciation expense.





## Historical / Demographics

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*West Side of Main Street*

On June 26, 1876, the International & Great Northern Railway reached a point in the vast open cattle ranges of Central Texas called Taylor Station. This station was named for a railroad official and was later called Taylorsville and finally Taylor. In anticipation of the railroad, the Texas Land Company laid out streets, public parks, a square, and sold lots for prices ranging from \$20 to \$350.

Taylor Station was situated on one of the major cattle trails and by August 1876, it was reported that 146 carloads of cattle had been shipped. With the railroad, came a colonization of farmers and businessmen, mainly from Midwestern and Southern states. The rich pastureland was soon cultivated and began to produce an abundance of cotton. The first cotton gin was built in 1877.

Gradually, civilization developed. Early accounts describe quite a “bloody” place with shoot-outs and lawlessness; but, as more and more people arrived, churches and private schools were established, and businesses flourished. A fire in February 1879, destroyed most of the frame buildings and they were replaced with brick structures.

In 1882, the Missouri-Kansas-Texas Railroad was extended to Taylorsville: the first city election was held, and the Railroad was joined with the Missouri-Pacific to link East and West. A ceremony took place between Taylor and Hutto to celebrate this event, with speeches and an abundance of champagne and beer. The Honorable John R. Hoxie, ex-mayor of Chicago, drove the last spike. Mr. Hoxie became a wealthy cattleman whose ranch north of Taylorsville was described as quite a showplace.

In 1883, public schools were established, and the Taylor Water Works pumped water from the springs in Murphy Park as well as from the San Gabriel River to a 75-foot high water tower. Water had previously been hauled into town in barrels and sold door-to-door. As testimony of the favorable economic climate of the times, the First National Bank was organized that year and capital stock of \$50,000 sold in less than an hour! On March 17, 1884, the city fathers changed the charter and the township of Taylorsville became officially known as the City of Taylor.

In the summer of 1884, a dog pound was initiated on the public square. A small boy was paid 25 cents for each stray dog he could round up. The City Marshall then sold them back to the owners for \$1, along with a numbered brass dog tag. The revenue was used for completion of a sewer system.

The Taylor Fair had its origins in the sheep ranchers who brought their flocks together on a common meeting ground to be sheared. While waiting for their flocks to be sheared, they entertained themselves with foot races, roping contests, and wagers of various natures. As they looked forward to meeting old friends and engaging in friendly rivalry, the idea of a yearly fair took root. The fair, held on July 4, 5, & 6 grew to include a parade, judging of livestock, baked goods, handiwork and horse races.

In 1889, Dr. A.V. Doak started a streetcar system that went from the I&GN depot on Main Street to Seventh Street, west to the pavilion on Sloan Street and south to Second Street, then east back to the depot. The dirt streets were often too muddy for any other method of transportation. Two Spanish mules drew each car and two boards were placed between the tracks for the mules to walk on.

The 1890 census showed Taylor having a population of 2,584. By the turn of the century, Taylor was well established as a trade and transportation center. Over 200 Taylor residents owned telephones in 1902. In 1913, a 3,260-foot deep artesian well was drilled. It was the deepest water well in the world at that time and was in use until 1994. The discovery of oil in nearby Thrall in 1915 only served to boost the already booming economy. The Chamber of Commerce was organized in 1925. The census had continued to show an increase in population each decade, even though the county population showed a decrease between 1930 and 1970.

Taylor has had several famous citizens through the years:

- (1888-1923) Elmer “Pet” Brown won the world’s middleweight crown in wrestling in 1914.
- (1893-1966) Dan Moody, an attorney and son of Taylor’s first mayor, was the first prosecuting attorney in the US to win a legal battle against the Ku Klux Klan. At age 33, he became the youngest governor of Texas.
- (1870-1932) Bill Pickett was a black cowboy who initiated the practice of “bulldogging” or steer wrestling and in 1971 was posthumously inducted into the Cowboy Hall of Fame. He controlled the steer by sinking his teeth into the animal’s upper lip as he twisted the neck and brought him down. Pickett died in 1932 after traveling all over the world performing his unusual stunt. There is a bronze statue of Bill Pickett at the Fort Worth Rodeo Grounds.

TAYLOR, TEXAS: was first named Taylorsville for an official (Edward Moses Taylor) of the International and Great Northern Railroads in 1876. Taylor is agriculture and manufacturing –based community with a growing population. While Taylor is considered part of the Austin metropolitan area, it is the most individual and rural community in the area.



**ETHNIC PRIDE:** is a great part of the Taylor “mystique”. The community takes great pride in its ethnic diversity that includes Czech, Polish, German, English, Scotch-Irish, Swedish, Black, Hispanic, Mid-Eastern and other ancestry. This diversity is never more evident than during the annual “Taylor History Days”. Examples of “ethnic Pride” are in the range of eating establishments within the city. Taylor is rightfully known for its great Bar-B-Que restaurants. Kolache, a Slavic pastry, are also widely available.

**STATELY MANSIONS:** are found throughout much of Taylor. Large old homes with two and three stories reflect a time of affluence in a young Taylor. Many of these homes have been maintained by generations of the same family, while others have been faithfully restored and modernized.

**COTTON:** has been one of the mainstays of Taylor’s economy since the early 1800’s. The rich soil and the skilled farmers who worked it made Williamson County a leading cotton producer. Most years will see some 80,000 bales of cotton harvested in the county and over 125,000 shipped from the Taylor Compress.

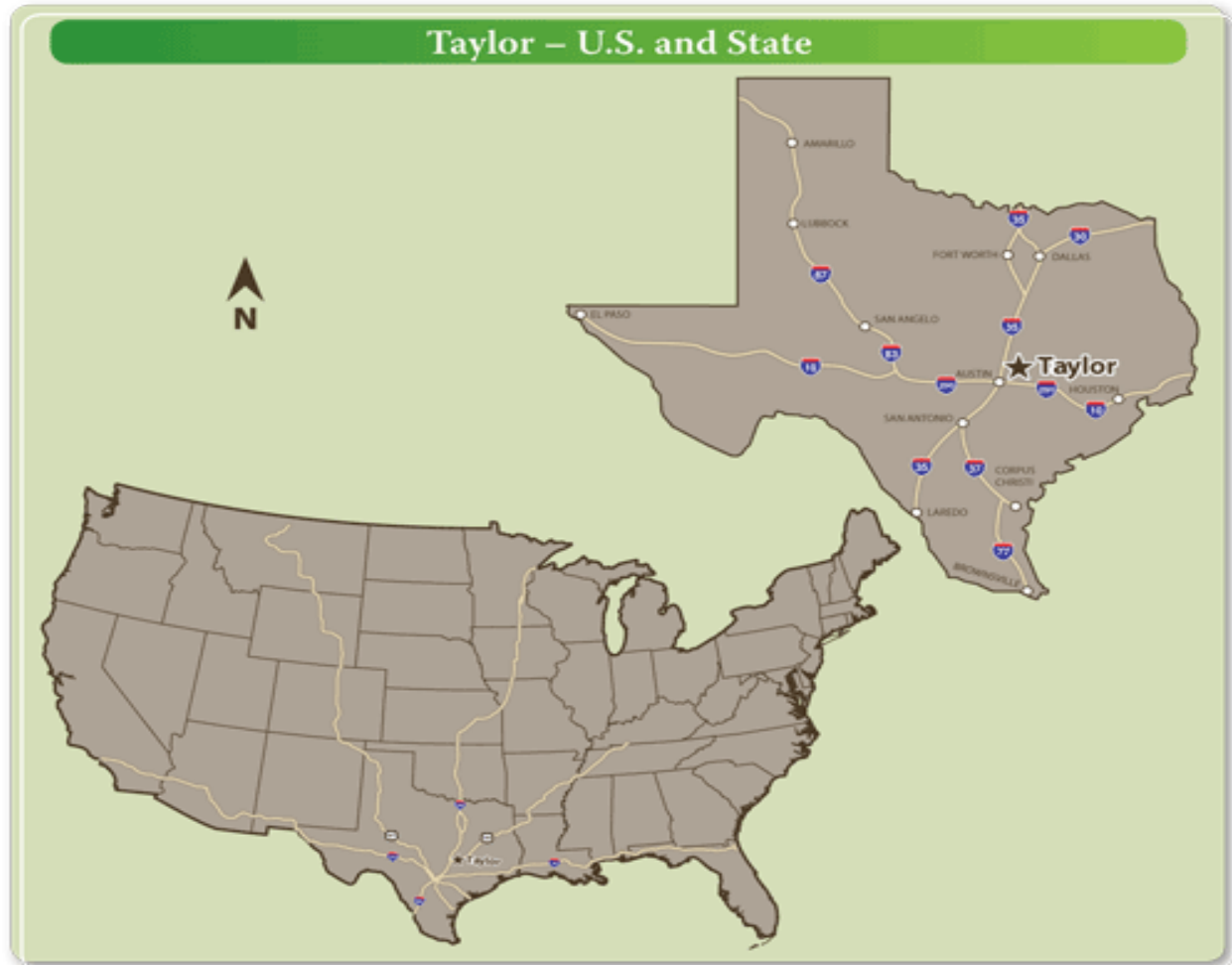
**MOODY MUSEUM:** “In a world where mankind is all-consumed with looking toward the future, we take great pride in preserving our past”. The restoration of the Governor Dan Moody Birthplace-Museum build in 1887 is such an accomplishment. The Moody Museum reflects the traditions of a very distinguished family whose roots stem from Tennessee and Kentucky to Taylor. It is the boyhood home of Texas’s youngest governor, Dan Moody. In 1926, at the age of 33, he became the youngest governor to hold this office in the history of Texas. He won the governorship after running against the famous Ma Ferguson. Dan had previously served as Williamson County Attorney and Texas Attorney General. The home received a Texas Historical marker in 1968. The house was given to the city in 1976 and notes Governor Moody’s many accomplishments. Today, the museum houses many items of furniture and memorabilia from the family and is available for receptions, luncheons and other events.



*East Side of Main Street*

**Location**

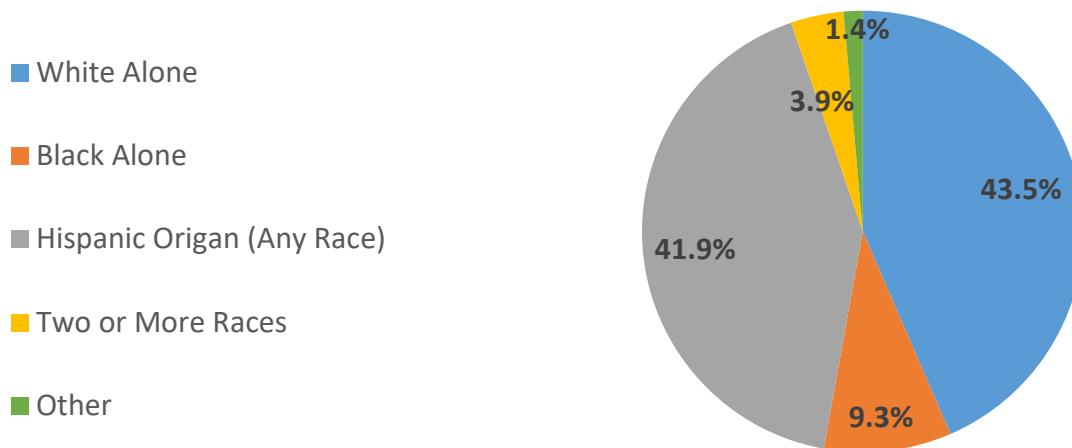
The City is located in Central Texas [Williamson County](#) is 29 miles northeast of Austin and 18 miles east of Round Rock. State highway 95 and U.S. highway 79 intersect in downtown Taylor. The City currently occupies a land area of 19.13 square miles in Williamson County.

**Taylor Climate -****Temperature - Precipitation**

|                          | <u>Jan</u>  | <u>Feb</u> | <u>March</u> | <u>April</u> | <u>May</u> | <u>June</u> |
|--------------------------|-------------|------------|--------------|--------------|------------|-------------|
| Average high in °F       | 59          | 64         | 72           | 79           | 85         | 91          |
| Average low in °F        | 36          | 40         | 47           | 54           | 62         | 69          |
| Av. precipitation - inch | 2.09        | 2.36       | 2.64         | 2.68         | 5.2        | 3.78        |
|                          | <u>July</u> | <u>Aug</u> | <u>Sep</u>   | <u>Oct</u>   | <u>Nov</u> | <u>Dec</u>  |
| Average high in °F       | 95          | 96         | 90           | 81           | 69         | 61          |
| Average low in °F        | 72          | 71         | 66           | 56           | 46         | 38          |
| Av. precipitation - inch | 1.61        | 2.09       | 3.31         | 3.82         | 2.95       | 2.56        |

**Population, Education Levels, Income\***

- The City of Taylor has a population of 16,267\*\*; Williamson County is 609,017 and the State of Texas is at 29,145,505.
- 7% Population Increase 2010-2020\*\*
- Williamson County Texas population growth has been 44%
- Average Age: 39
- Education levels of persons aged 25 years+: high school graduate or higher, 78.6%; bachelor's degree or higher, 14.9% (2015-2019)
- Median household income in 2019 dollars: \$52,672 (2015-2019)
- Per capita income in 2019 dollars: \$26,072 (2015-2019)

**Community Demographics for 2019, Estimate\***

\*United States Census Bureau

([www.census.gov/quickfacts/fact/table/taylorcitytexas/POP010220#POP010220](https://www.census.gov/quickfacts/fact/table/taylorcitytexas/POP010220#POP010220))

\*\*The 2020 Census may have undercounted the City of Taylor's population. The Census Bureau's estimate for 2019 was higher, at 17,383.

[Continue to Next Page]



**Film Industry in Taylor**

The City of Taylor is a Certified [Film Friendly Texas Community](#) and continues to be a scenic location for production companies. The historical Howard Theater can be used for special premier events and/or private screenings.

Movies that have been filmed in and around Taylor include:

|                    |      |                                      |      |
|--------------------|------|--------------------------------------|------|
| Heartbreak Hotel   | 1988 | The Rookie                           | 2000 |
| The Hot Spot       | 1989 | The Life of David Gale               | 2001 |
| The War at Home    | 1995 | Lone Star State of Mind              | 2002 |
| The Big Green      | 1995 | Texas Chainsaw Massacre (2)          | 2003 |
| Michael            | 1996 | Epicurious                           | 2003 |
| Suburbia           | 1996 | Wendell Baker Story                  | 2004 |
| Purgatory County   | 1996 | Friday Night Lights                  | 2004 |
| Homes Fries        | 1996 | Infamous                             | 2006 |
| Fool's Gold        | 1997 | The Hitcher (2)                      | 2006 |
| Little Boy Blue    | 1997 | Gary the Tennis Coach                | 2009 |
| Varsity Blues      | 1999 | Killer School Girls from Outer Space | 2011 |
| The Monster Hunter | 1999 | Joe                                  | 2013 |
| Where the Heart Is | 2000 | Transformers: Age of Extinction      | 2014 |

**Distinguished Citizens**

Elmer “Pet” Brown was crowned World’s Middleweight Champion in 1914.

Dan Moody (1893-1966), a local Taylor attorney was the first prosecutor in the United States to win a legal battle against the Ku Klux Klan. At the age of 33, he became the youngest Governor of Texas.

Bill Pickett (1870-1932) was a black cowboy who invented and perfected the art of “bulldogging” when he would bring a bull down by biting the tender portion of the bull’s nostril. He was inducted into the Cowboy Hall of Fame in 1971.

Elmore (Rip) Torn, veteran movie actor, was born and raised in Taylor.

**Recreational Highlights**

Murphy Park has 8 lighted tennis courts, 3 pickleball courts, swimming pool, lighted baseball fields, American Legion Hall (which is used frequently for receptions and local events) and a covered pavilion. Taylor has a 2.4-mile hike and bike trail, which is well lit and used frequently by its citizens.

The Taylor Regional Park is a modern recreation facility with ten lighted tournament quality ball fields complete with wireless scoreboards, shaded stadium style bleachers, moveable pitching mounds and base paths. To include five fields for girl softball up to the collegiate level; five fields for boys' baseball ages 12 and under; three concession stands and restrooms; parking for 650 vehicles. The fully lighted park also includes additional athletic fields and amenities, including a full-size football field, two soccer fields, two basketball courts, a covered pavilion, two modern playscapes, and a hike and bike trail. The park also features an innovative nature conservation project and a six-acre lake that are perfect for outdoor education. Taylor also has a five-acre park located at the entrance to the Taylor Regional Park and Sports Complex with amenities that include a concrete trail and fishing platform, a climbing wall, an angle exercise platform, a feeding station for the ducks and park benches. In 2021, City council approved the addition of a new soccer field, batting cages, a fishing pier and shade structures to be added to Taylor Regional Park.

Located in the heart of downtown Taylor, the recently renovated Heritage Square provides citizens with an amphitheater for live bands, shaded splash pad with LED lighting, historical garden space, farmer's market pavilion, playground, and a shaded picnic area. One block south of Heritage Square sits Pierce Park, home to the city's only skate park. The state-of-the-art lighted skate park is a must see.

In March 2016, the City of Taylor received a Texas Parks & Wildlife grant for improvements to Robinson Park located in the southwest corner of Taylor. Improvements completed in October 2018 included a splash pad, ball field fencing improvements, and a small overlook along a neighboring creek. In 2021 the city opened the Dickey-Givens Community Center in partnership with the Welfare Workers Club. This indoor rentable space is a great addition to Robinson Park.

Granger Lake with 4,400 surface acres is ranked as one of the five best crappie-fishing lakes in Texas. It also offers excellent fishing for black or white bass, hybrid stripes, and catfish. The rolling lake shore area provides three overnight campgrounds, sheltered picnic areas, RV hook up, screened overnight cabins, three sheltered group pavilions, two swimming beaches, five boat ramps and one primitive boat launch area. There is limited game bird hunting and feral hog archery hunting on 6,700 acres of Texas Parks and Wildlife (Annual Permit) hunting areas around the lake, Comanche Bluff hiking trail, and over 21 species of birds. Springtime shows off a bounty of bluebonnets and other wildflowers. Granger Lake is located six miles east of Highway 95 on FM 1331; only 10 minutes from Taylor.

The local Main Street Festival in May brings people to experience the fun of the Blackland Prairie Days in the downtown area. The City hosts a Christmas Parade of Lights every year on the first Saturday in December. Christmas events such as Lights of the Blackland display are something to look forward to all year long. The Parks system is home to many other events throughout the year including the annual Juneteenth Celebration, Good Life 5k, Fourth of July Celebration and the Kid Fish event.

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## Education

[Taylor Independent School District](#) has the following campuses:

Taylor High School (grades 9-12) 355 FM 973  
Legacy Early College High School (grades 9-12) 516 N Main St  
Taylor Middle School (grades 6-8) 304 Carlos Parker Blvd NW  
Main Street Intermediate (grades 4-5) 3101 N Main St  
Naomi Pasemann Elementary School (grades 1-3) 2809 North Drive  
TH Johnson Elementary School (grades PreK and K) 3100 Duck Lane  
Taylor Opportunity Center 1004 Dellinger Drive

Taylor ISD can be contacted at (512) 365-1391

The Texas Academic Performance Reports (TAPR) pull together a wide range of information on the performance of students in each school and district in Texas every year. Performance is shown disaggregated by student groups, including ethnicity and low-income status. The reports also provide extensive information on school and district staff, programs, and student demographics.

Taylor is fortunate to have two private schools, St. Paul Lutheran School (grades PreK -7) and St. Mary's Catholic School (grades PreK -8).

Area Colleges and Universities include:

- ☐ Temple College is a comprehensive college, offering transfer programs, technical education, community education, career and workforce training, and cultural activities. The college now offers day and evening classes; technical and workforce training; on-campus, online, hybrid, and web-enhanced courses; and continuing education classes. The main campus is located in Temple with several off-campus locations which include Temple College Taylor Center, East Williamson County Higher Education Center (EWCHEC)-Hutto, and Texas Bioscience Institute, located on the Scott and White West Campus.
- ☐ Texas A&M University, often referred to as A&M or TAMU, is a co-educational public research university located in College Station, Texas. It is the flagship institution of the [Texas A&M University System](#). The second largest university in the United States, A&M enrolls over 71,000 students in ten academic colleges.
- ☐ [University of Texas at Austin](#) - UT is a major research university offering 156 undergraduate and over 170 graduate degree programs to over 51,000 students in order to provide superior and comprehensive educational opportunities at the baccalaureate through doctoral and special professional education levels.

- The East Williamson County Higher Education Center (EWCHEC) is a multi-institutional teaching center providing a wide array of educational opportunities and workforce readiness programs to all of East Williamson County. Texas State Technical College Waco is excited to be collaborating with Temple College and the communities of East Williamson County to bring residents new opportunities in higher education.

EWCHEC offers associate degree and certificate programs in Air Conditioning, Building Construction, Culinary Arts, Industrial Systems & Engineering Technology, Electrical Construction, Plumbing & Pipefitting, Mechanical Engineering, Machining, and Welding. The center is housed in a 112,000 square-foot facility located on 57 acres in Hutto.

### **Employment**

Since 2005 the unemployment rate in the City of Taylor has ranged from 1.4% in December 1999 to 11.8% in April 2020. The unemployment rate for Taylor was 4.7% in June 2021. This is similar to other local communities.

### **Top Employers**

| <u>Top Employers</u>                          | <u>Employees</u> | <u>Type</u>                            |
|---|------------------|--|
| Electric Reliability Council of Texas (ERCOT) | 710              | Texas Electrical Grid Operation Center |
| Taylor Independent School District            | 520              | Education                              |
| Durcon, Inc.                                  | 300              | Manufacturer                           |
| Wal-Mart                                      | 260              | Retail                                 |
| HEB Grocery Company LP                        | 190              | Retail                                 |
| Floydco, Inc                                  | 170              | Window Repair & Installation Svcs.     |
| City of Taylor                                | 127              | Municipal Government                   |
| Burrows Cabinets                              | 120              | Custom Cabinet Manufacturer            |
| Baylor Scott & White                          | 115              | Healthcare                             |
| Gemini  | 100              | Outdoor Signs Manufacturer             |

### **Top Taxpayers (2021)**

| <u>Top Taxpayers</u>                      | <u>Total Assessed</u> |
|---|-----------------------|
| Electric Reliability Council of Texas Inc | \$ 38,438,841         |
| CoreCivic                                 | \$ 16,262,645         |
| OnCor Electric Delivery Company           | \$ 14,587,447         |
| Electric Reliability Council of Texas Inc | \$ 13,054,565         |
| Wal-Mart Real Estate Business Trust       | \$ 12,289,015         |
| HEB Grocery Company LP                    | \$ 12,033,027         |
| Durcon Laboratory Tops Inc.               | \$ 11,452,814         |
| Union Pacific RR Co.                      | \$ 10,991,318         |
| Taylor CPB Property LLC                   | \$ 8,444,649          |
| N Main Storage LLC                        | \$ 8,100,313          |

**Housing**

Median market value of homes in Taylor is \$193,295.

As housing prices rise in Austin and the surrounding area, Taylor is experiencing growth in demand for the affordable housing offered within the city limits. This demand has driven new housing starts as we saw the build out of Avery Glen and the groundbreaking of The Grove at Bull Creek residential development on the northside of the City, as well as the start of the Castlewood Planned Community across from the high school. These newly constructed housing units will result in a growing population.

**Medical**

[Baylor Scott & White Hospital - Taylor](#) is a 25-bed critical access hospital with 24-hour Emergency Room service. Radiology, Laboratory, and Surgery are also ready to serve around the clock. The professional staff provides the most up-to-date medical care for individuals and their loved one with skill and compassion.

Baylor Scott & White Hospital – Taylor is a member of Scott & White Healthcare and is a not-for-profit organization. All generated income goes back into the facility for operating expenses and new equipment. They are a local organization focused on serving the needs of Taylor and the surrounding areas. The hospital is fully accredited by The Joint Commission.

**Government**

The City of Taylor operates under a [Council-Manager form of government](#). All the powers of the City are vested in an elected City Council, consisting of a mayor and four council members. The Council enacts local legislation, determines City policies, and employs the City Manager.

**Taxes**

Twenty-five percent of property taxes in Taylor are paid by businesses. Retail sales tax in Taylor is 8.25%. Property Tax rates for City of Taylor are [\\$0.765115 per \\$100 of assessed value](#). Rates for the Taylor ISD and Williamson County are \$1.3328 and \$0.440846 per \$100 respectively.

**Utilities/Telephone**

Electricity: You may choose from a number of power service companies. Choose from a list on the internet at: [www.powertochoose.com](http://www.powertochoose.com)

Water and wastewater services: Contact the City of Taylor at 512-352-2066

Natural Gas: Contact ATMOS Gas for information at 1-800-460-3030

Telephone: Look for telephone service companies in the front of your local phone book.

Cable Service: Time Warner Communications at 1-800-418-8848



**Transportation**

[Austin Bergstrom International Airport](#) is approximately 35 miles south of Taylor. [Taylor Municipal Airport](#), located just west of town on Highway 79, is city owned and operated. The airport has a 4,000 feet runway and can accommodate small private planes.

**Texas Facts**

Population: 29.1 million

Land Area per Square Mile: 267,339

Texas known as The Lone Star State

Capital: Austin

State Motto: Friendship

State Bird: Mockingbird

State Flower: Bluebonnet

State Tree: Pecan

State Dish: Chili

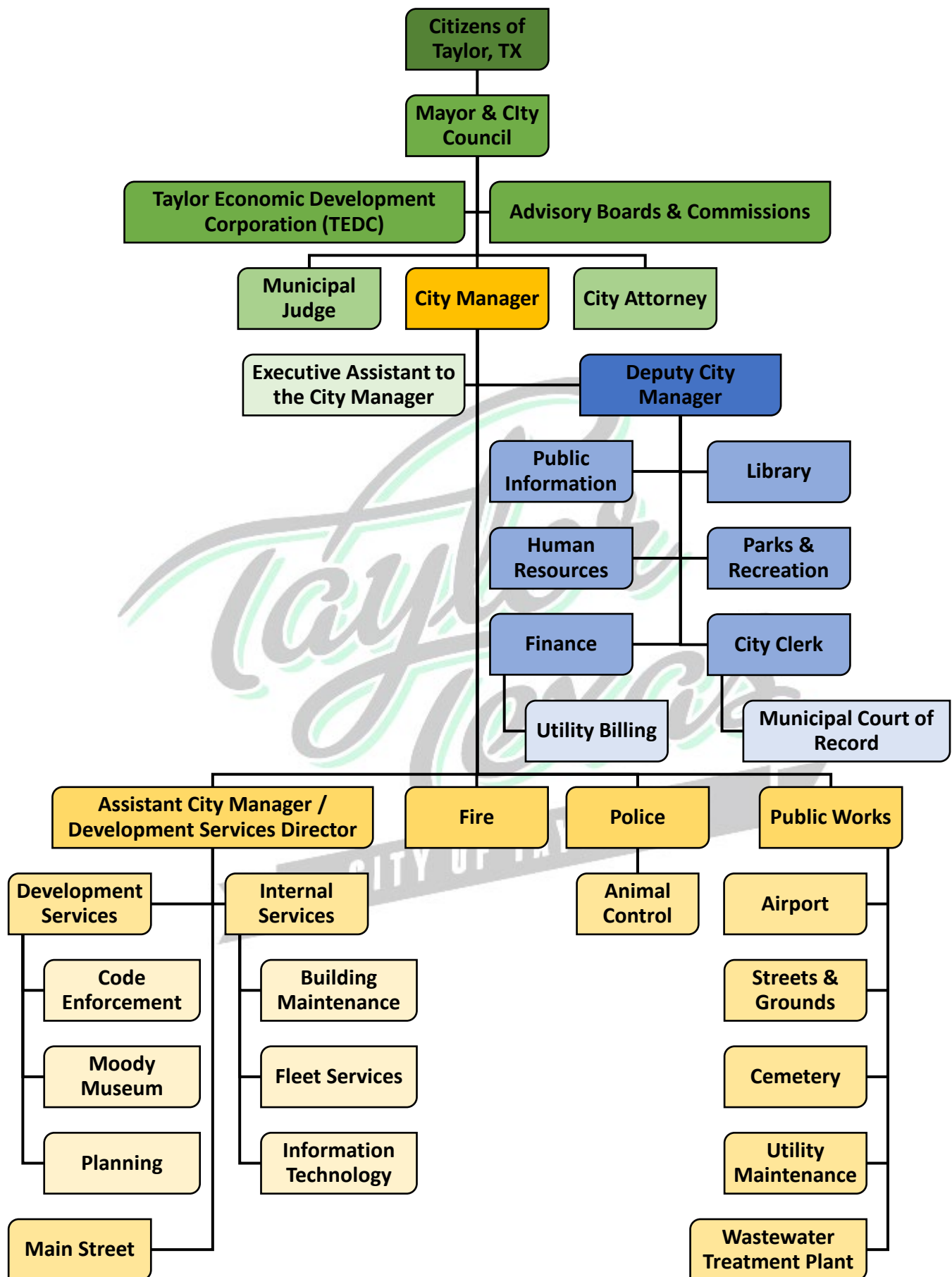
State Mammal: Armadillo

Time Zone: Central, DST, except far west Texas (El Paso Area), Mountain



**Personnel / Boards**

|                                  |    |
|----------------------------------|----|
| City Organization Chart          | 44 |
| City Administration & Leadership | 45 |
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| Personnel Summary                | 48 |



**City Manager**

Brian LaBorde

512-352-3774

[brian.laborde@taylortx.gov](mailto:brian.laborde@taylortx.gov)**Deputy City Manager**

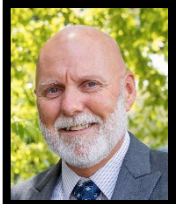
Jeffery Jenkins

512-352-3774

[Jeffery.jenkins@taylortx.gov](mailto:Jeffery.jenkins@taylortx.gov)**Assistant City Manager /  
Development Services Director**

Tom Yantis

512-365-3863

[tom.yantis@taylortx.gov](mailto:tom.yantis@taylortx.gov)**Director of Finance**

Jeffrey Wood

512-309-6168

[Jeffrey.wood@taylortx.gov](mailto:Jeffrey.wood@taylortx.gov)**City Clerk**

Dianna Barker

512-352-3676

[dianna.barker@taylortx.gov](mailto:dianna.barker@taylortx.gov)**Fire Chief**

Daniel Baum

512-352-6992

[daniel.baum@taylortx.gov](mailto:daniel.baum@taylortx.gov)**Director of Human Resources & Civil  
Service**

LaShon Gros

512-352-6037

[lashon.gros@taylortx.gov](mailto:lashon.gros@taylortx.gov)**Library Director**

Karen Ellis

512-352-3434

[karen.ellis@taylortx.gov](mailto:karen.ellis@taylortx.gov)**Main Street Manager**

Jan Harris

512-352-3463

[jan.harris@taylortx.gov](mailto:jan.harris@taylortx.gov)**Municipal Court Administrator**

Esther Walton

512-352-5977

[esther.walton@taylortx.gov](mailto:esther.walton@taylortx.gov)**Parks & Recreation Director**

Tyler Bybee

512-352-5818

[tyler.bybee@taylortx.gov](mailto:tyler.bybee@taylortx.gov)**Police Chief**

Henry Fluck

512-352-5551

[henry.fluck@taylortx.gov](mailto:henry.fluck@taylortx.gov)**Public Works Director**

Jim Gray

512-365-7669

[jim.gray@taylortx.gov](mailto:jim.gray@taylortx.gov)**Utility Billing Manager**

Nicole Luna

512-352-2066

[nicole.luna@taylortx.gov](mailto:nicole.luna@taylortx.gov)**Airport Manager**

VACANT

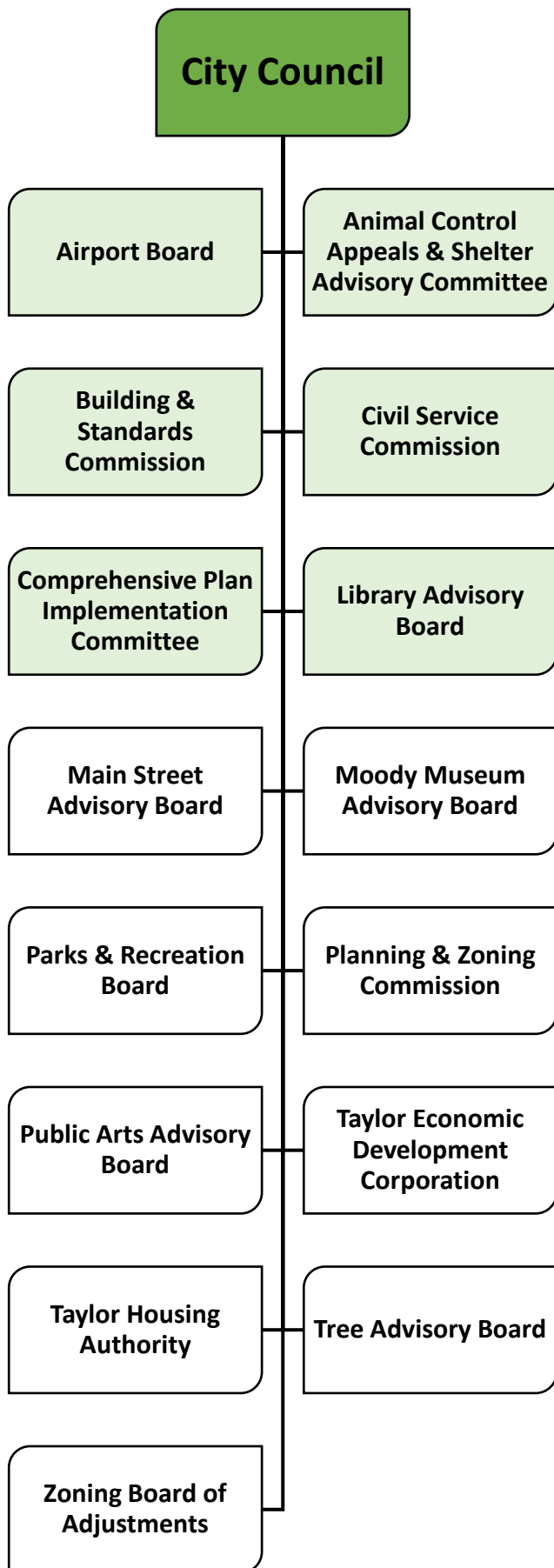
512-352-5747

**Animal Control Supervisor**

Sandra Perio

512-352-8483

[sandy.perio@taylortx.gov](mailto:sandy.perio@taylortx.gov)



The City of Taylor has a dedicated group of individuals who give their time and talents to moving the City forward through their participation on City Boards and Commissions. The City of Taylor has over 90 volunteers who participate on 8 advisory boards, 6 decision making boards and 2 special committees. There are many ways to get involved through any of the following boards and commissions.

**Airport Board** meets the fourth Tuesday at 5:30 pm each month and makes recommendations about the operations of the municipal airport and helps ensure that the airport meets the needs of the City and the air industry.

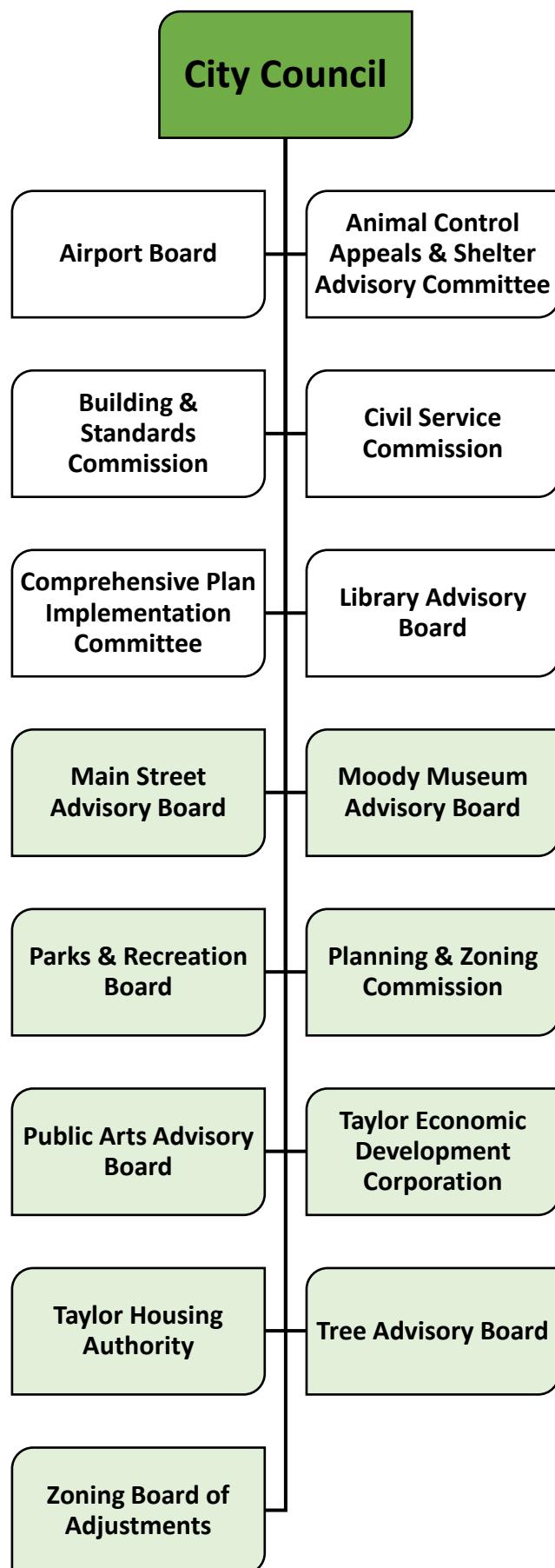
**Animal Control Appeals & Shelter Advisory Committee** meets quarterly and consists of a licensed veterinarian, a county or city official, a representative from an animal welfare organization, and an animal control shelter staff person.

**Building & Standards Commission** meets as needed to provide final interpretations concerning alleged violations of ordinances by upholding or overturning decisions made by the building officials. Members must be knowledgeable with the building, plumbing, mechanical, electrical and fire codes adopted by the city.

**Civil Service Commission** is a three member board appointed by the City Manager to adopt rules regarding hiring and promotional processes, the disciplinary process, maintenance of personnel files, and other subjects as defined by Civil Service Law.

**Comprehensive Plan Implementation Committee** has thirteen members appointed by Council to review the implementation status (Chapter 11) of the Taylor Comprehensive Plan twice a year.

**Library Advisory Board** meets the 2nd Tuesday each month at 6pm and makes recommendations to the City Council regarding library operations and to help ensure that the Library meets the needs of the City.



**Main Street Advisory Board** meets the third Wednesday each month to carry out an annual action plan for implementation of a downtown revitalization program focused on: design/historic preservation, promotion, organization/management, and economic restructuring and development.

**Moody Museum Advisory Board** meets on the third Tuesday at 5:30 pm every other month and makes recommendations regarding the operation of the Moody Museum.

**Parks & Recreation Board** meets the third Wednesday at 6 pm to make recommendations to the City Council regarding sports and recreational programs, and facilities and helps ensure that they meet present and future needs.

**Planning & Zoning Committee** meets the third Wednesday at 6 pm to make recommendations to the City Council regarding sports and recreational programs, and facilities and helps ensure that they meet present and future needs.

**Public Arts Advisory Board** meets as often as necessary and whose purpose is to promote the acquisition by the City of works of art in public places and to raise awareness, interest and funding for art in public places. Members to serve 3 year terms.

**Taylor Economic Development Corporation** meets at 5:00 pm once a month (usually the third Wednesday) and promotes, assists, and enhances economic development activities for the City.

**Taylor Housing Authority** meets on Tuesday afternoon and establishes policy and reviews operations of subsidized housing in Taylor. One member must be a Housing Authority resident.

**Tree Advisory Board** meets quarterly on Tuesday at 6 pm to discuss beautification of the city through the planting and maintenance of trees and assist staff with the annual Arbor Day event.

**Zoning Board of Adjustments** meets on the first Tuesday of the month at 6 pm (or as needed) to hear and decide special exceptions to the zoning ordinance and rules on appeals. This board is autonomous.

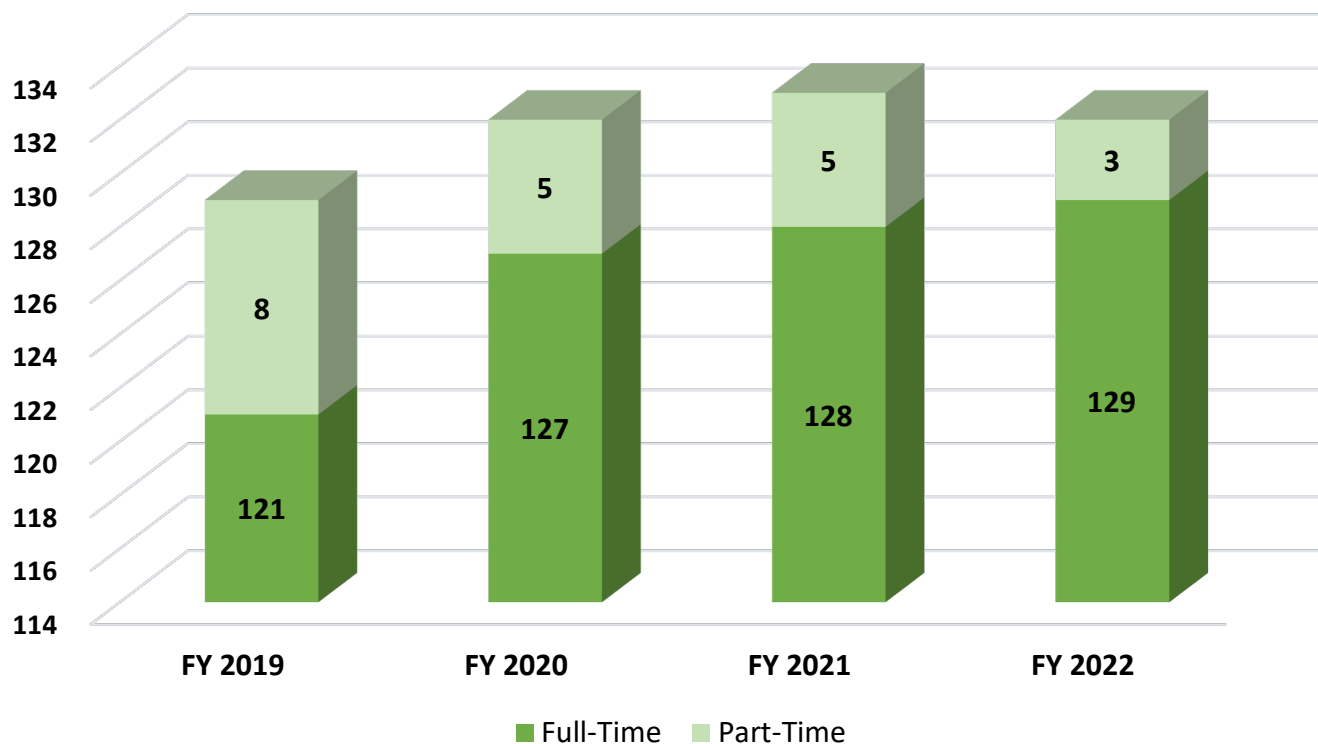


**PERSONNEL SUMMARY – Full-Time Employees**
**FY 2022 Budget**

|   | FY 2022    |            |            |            |          |            |
|---|------------|------------|------------|------------|----------|------------|
|   | FY 2019    | FY 2020    | FY 2021    | Base       | Changes  | Budget     |
| 501 - City Manager Office               | 4          | 4          | 5          | 5          | -2       | 3          |
| 503 - Public Information                | 1          | 1          | 1          | 1          |          | 1          |
| 504 - Human Resources                   | 2          | 2          | 2          | 2          |          | 2          |
| 505 - City Clerk                        | -          | -          | -          | -          | 2        | 2          |
| 512 - Finance                           | 5          | 5          | 5          | 5          | 1        | 6          |
| 516 - Municipal Court                   | 4          | 4          | 4          | 4          |          | 4          |
| 522 - Development Services              | 8          | 8          | 8          | 8          | 1        | 9          |
| 524 - Main Street                       | 1          | 1          | 1          | 1          |          | 1          |
| 532 - Public Library                    | 7          | 7          | 7          | 7          |          | 7          |
| 542 - Fire                              | 24         | 24         | 24         | 24         |          | 24         |
| 552 - Police                            | 39         | 40         | 40         | 40         |          | 40         |
| 558 - Animal Control                    | 2          | 3          | 3          | 3          |          | 3          |
| 563 - Streets & Grounds                 | 13         | 16         | 16         | 16         |          | 16         |
| 565 - Parks & Recreation                | 6          | 8          | 8          | 8          |          | 8          |
| 566 - Building Maintenance              | 3          | 3          | 3          | 3          |          | 3          |
| 573 - Engineering / Inspection          | 1          | -          | -          | -          |          | -          |
| 575 - Information Technology            | 1          | 1          | 1          | 1          | -1       | -          |
| <b>100 - General Fund Total:</b>        | <b>121</b> | <b>127</b> | <b>128</b> | <b>128</b> | <b>1</b> | <b>129</b> |
| 701 - Utility Administration            | 6          | 6          | 6          | 6          |          | 6          |
| 706 - Wastewater Treatment Plant (WWTP) | 4          | 4          | 4          | 4          |          | 4          |
| 708 - Utility Maintenance               | 14         | 14         | 15         | 15         |          | 15         |
| <b>340 - Utility Fund Total:</b>        | <b>24</b>  | <b>24</b>  | <b>25</b>  | <b>25</b>  |          | <b>25</b>  |
| 732 - Airport                           | 1          | 1          | 1          | 1          |          | 1          |
| <b>350 - Airport Fund Total:</b>        | <b>1</b>   | <b>1</b>   | <b>1</b>   | <b>1</b>   | <b>-</b> | <b>1</b>   |

|  | FY 2019    | FY 2020    | FY 2021    | FY 2022    |          |            |
|--|------------|------------|------------|------------|----------|------------|
|  |            |            |            | Base       | Changes  | Budget     |
| 761 - Cemetery                           | 2          | 2          | 2          | 2          |          | 2          |
| <b>370 - Cemetery Fund Total:</b>        | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>-</b> | <b>2</b>   |
| 517 - Fleet Operating                    | 2          | 2          | 2          | 2          |          | 2          |
| <b>382 - Fleet Operating Fund Total:</b> | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>-</b> | <b>2</b>   |
| <b>Total Full-Time City Employees:</b>   | <b>150</b> | <b>156</b> | <b>158</b> | <b>158</b> | <b>1</b> | <b>159</b> |

### General Fund - Total Employee Historical Trend



**PERSONNEL SUMMARY – Part-Time Employees**
**FY 2022 Budget**

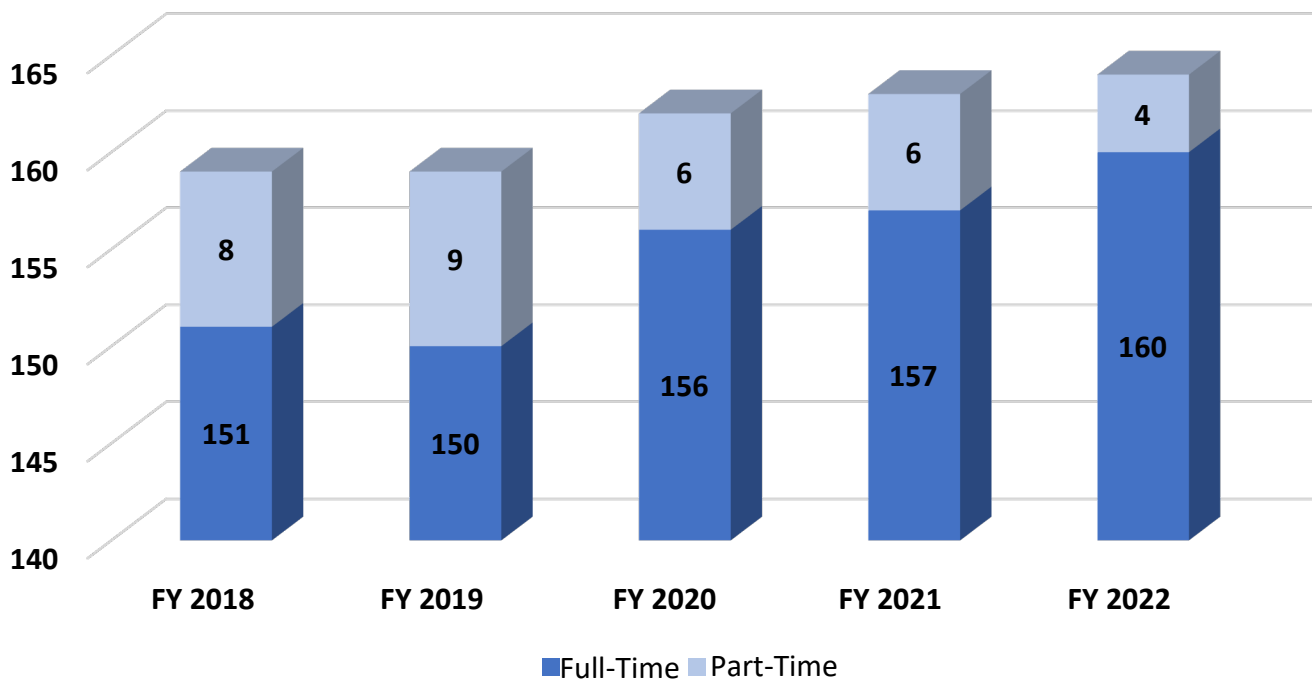
|   | FY 2019  | FY 2020  | FY 2021  | FY 2022  |           |          |
|---|----------|----------|----------|----------|-----------|----------|
|   |          |          |          | Base     | Changes   | Budget   |
| 501 - City Manager Office               | 1        | 1        | 1        | 1        | -1        | -        |
| 503 - Public Information                | -        | -        | -        | -        |           | -        |
| 504 - Human Resources                   | -        | -        | -        | -        |           | -        |
| 512 - Finance                           | -        | -        | -        | -        |           | -        |
| 516 - Municipal Court                   | 1        | 1        | 1        | 1        |           | 1        |
| 522 - Development Services              | -        | -        | -        | -        |           | -        |
| 524 - Main Street                       | -        | -        | -        | -        |           | -        |
| 532 - Public Library                    | 2        | 2        | 2        | 2        |           | 2        |
| 542 - Fire                              | -        | -        | -        | -        |           | -        |
| 552 - Police                            | -        | -        | -        | -        |           | -        |
| 558 - Animal Control                    | 2        | -        | -        | -        |           | -        |
| 563 - Streets & Grounds                 | -        | -        | -        | -        |           | -        |
| 565 - Parks & Recreation                | -        | -        | -        | -        |           | -        |
| 566 - Building Maintenance              | 2        | 1        | 1        | 1        | -1        | -        |
| 573 - Engineering / Inspection          | -        | -        | -        | -        |           | -        |
| 575 - Information Technology            | -        | -        | -        | -        |           | -        |
| <b>100 - General Fund Total:</b>        | <b>8</b> | <b>5</b> | <b>5</b> | <b>5</b> | <b>-2</b> | <b>3</b> |
| 701 - Utility Administration            | -        | -        | -        | -        |           | -        |
| 706 - Wastewater Treatment Plant (WWTP) | -        | -        | -        | -        |           | -        |
| 708 - Utility Maintenance               | -        | -        | -        | -        |           | -        |
| <b>340 - Utility Fund Total:</b>        | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b>  | <b>-</b> |
| 732 - Airport                           | 1        | 1        | 1        | 1        |           | 1        |
| <b>350 - Airport Fund Total:</b>        | <b>1</b> | <b>1</b> | <b>1</b> | <b>1</b> | <b>-</b>  | <b>1</b> |

# PERSONNEL SUMMARY – Part-Time Employees

FY 2022 Budget

|  | FY 2019    | FY 2020    | FY 2021    | FY 2022    |           |            |
|--|------------|------------|------------|------------|-----------|------------|
|  |            |            |            | Base       | Changes   | Budget     |
| 761 - Cemetery                           | -          | -          | -          | -          |           | -          |
| <b>370 - Cemetery Fund Total:</b>        | -          | -          | -          | -          | -         | -          |
| 517 - Fleet Operating                    | -          | -          | -          | -          |           | -          |
| <b>382 - Fleet Operating Fund Total:</b> | -          | -          | -          | -          | -         | -          |
| <b>Total Part-Time City Employees:</b>   | <b>9</b>   | <b>6</b>   | <b>6</b>   | <b>6</b>   | <b>-2</b> | <b>4</b>   |
| <b>Total City Employees:</b>             | <b>159</b> | <b>162</b> | <b>163</b> | <b>163</b> | <b>1</b>  | <b>164</b> |

## All Funds - Total Employee Historical Trend



**PERSONNEL SUMMARY – Part-Time Employees**
**FY 2022 Budget**

|  | FY 2019    | FY 2020    | FY 2021  | FY 2022  |          |          |
|--|------------|------------|----------|----------|----------|----------|
|  |            |            |          | Base     | Changes  | Budget   |
| <b>501 - City Manager Office</b>         |            |            |          |          |          |          |
| City Manager                             | 1          | 1          | 1        | 1        |          | 1        |
| Deputy City Manager                      | -          | 1          | 1        | 1        |          | 1        |
| Assistant City Manager                   | 1          | -          | -        | -        |          | -        |
| Executive Assistant to the City Manager  | 1          | 1          | 1        | 1        |          | 1        |
| City Clerk (moved to Dept. 505)          | 1          | 1          | 1        | -        |          | -        |
| Admin. Asst. (moved to Dept. 505)        | 0.5        | 0.5        | 1        | -        |          | -        |
|  | <b>4.5</b> | <b>4.5</b> | <b>5</b> | <b>3</b> | <b>-</b> | <b>3</b> |
| <b>503 - Public Information</b>          |            |            |          |          |          |          |
| Communication Manager                    | 1          | 1          | 1        | 1        |          | 1        |
|  | <b>1</b>   | <b>1</b>   | <b>1</b> | <b>1</b> | <b>-</b> | <b>1</b> |
| <b>504 - Human Resources</b>             |            |            |          |          |          |          |
| Human Resources Director / Civil Service | 1          | 1          | 1        | 1        |          | 1        |
| Human Resources Coordinator              | 1          | 1          | 1        | 1        |          | 1        |
|  | <b>2</b>   | <b>2</b>   | <b>2</b> | <b>2</b> | <b>-</b> | <b>2</b> |
| <b>505 - City Clerk</b>                  |            |            |          |          |          |          |
| City Clerk (moved from Dept. 501)        | -          | -          | -        | 1        |          | 1        |
| Admin. Asst. (moved from Dept. 501)      | -          | -          | -        | 1        |          | 1        |
|  | <b>0</b>   | <b>0</b>   | <b>0</b> | <b>2</b> | <b>-</b> | <b>2</b> |
| <b>512 - Finance</b>                     |            |            |          |          |          |          |
| Director of Finance                      | 1          | 1          | 1        | 1        |          | 1        |
| Accountant                               | 1          | 1          | -        | -        |          | -        |
| Senior Accountant                        | -          | -          | 1        | 1        |          | 1        |
| Budget & Financial Analyst               | 1          | 1          | -        | -        |          | -        |
| Assistant Director of Finance            | -          | -          | 1        | 1        |          | 1        |
| Payroll Specialist                       | 1          | 1          | 1        | 1        |          | 1        |
| Purchasing Agent                         | -          | -          | -        | -        | 1        | 1        |
| Accounts Payable Specialist              | 1          | 1          | 1        | 1        |          | 1        |
|  | <b>5</b>   | <b>5</b>   | <b>5</b> | <b>5</b> | <b>1</b> | <b>6</b> |

**PERSONNEL SUMMARY – Detailed Position Listing**
**FY 2022 Budget**

|   | FY 2019    | FY 2020    | FY 2021    | FY 2022    |          |            |
|---|------------|------------|------------|------------|----------|------------|
|   |            |            |            | Base       | Changes  | Budget     |
| <b>516 - Municipal Court</b>                              | -          | -          |            |            |          |            |
| Clerk of the Court of Record                              | 1          | 1          | 1          | 1          |          | 1          |
| Senior Deputy Court Clerk                                 | 1          | 1          | 1          | 1          |          | 1          |
| Deputy Court Clerk  | 2          | 2          | 2          | 2          |          | 2          |
| Municipal Judge   | 0.5        | 0.5        | 0.5        | 0.5        |          | 0.5        |
|   | <b>4.5</b> | <b>4.5</b> | <b>4.5</b> | <b>4.5</b> | -        | <b>4.5</b> |
| <b>522 - Development Services</b>                         | -          | -          | -          |            |          |            |
| Assistant City Manager / Director of Development Services | 1          | 1          | 1          | 1          |          | 1          |
| Assistant Director of Development Services                | -          | 1          | 1          | 1          |          | 1          |
| Code Enforcement Officer                                  | 2          | 2          | 2          | 2          |          | 2          |
| Senior Planner  | 1          | 1          | 1          | 1          |          | 1          |
| Planner   | 1          | -          | -          | -          | 1        | 1          |
| Deputy Building Official                                  | -          | -          | -          | -          |          | -          |
| Building Official   | 1          | -          | -          | -          |          | -          |
| Planning Technician                                       | -          | 1          | 1          | 1          |          | 1          |
| Permit Technician   | 1          | 1          | 1          | 1          |          | 1          |
| Administrative Assistant                                  | 1          | 1          | 1          | 1          |          | 1          |
|   | <b>8</b>   | <b>8</b>   | <b>8</b>   | <b>8</b>   | <b>1</b> | <b>9</b>   |
| <b>524 - Main Street Program</b>                          | -          | -          |            |            |          |            |
| Main Street Manager                                       | 1          | 1          | 1          | 1          |          | 1          |
|   | <b>1</b>   | <b>1</b>   | <b>1</b>   | <b>1</b>   | -        | <b>1</b>   |
| <b>532 - Public Library</b>                               | -          | -          |            |            |          |            |
| Library Director  | 1          | 1          | 1          | 1          |          | 1          |
| Library Assistant   | 2          | 2          | 2          | 2          |          | 2          |
| Technology Librarian                                      | 1          | 1          | 1          | 1          |          | 1          |
| Library Aide  | 3.5        | 3.5        | 3.5        | 3.5        |          | 3.5        |
| Library Aide - Seasonal                                   | 0.5        | 0.5        | 0.5        | 0.5        |          | 0.5        |
|   | <b>8</b>   | <b>8</b>   | <b>8</b>   | <b>8</b>   | -        | <b>8</b>   |



**PERSONNEL SUMMARY – Detailed Position Listing**
**FY 2022 Budget**

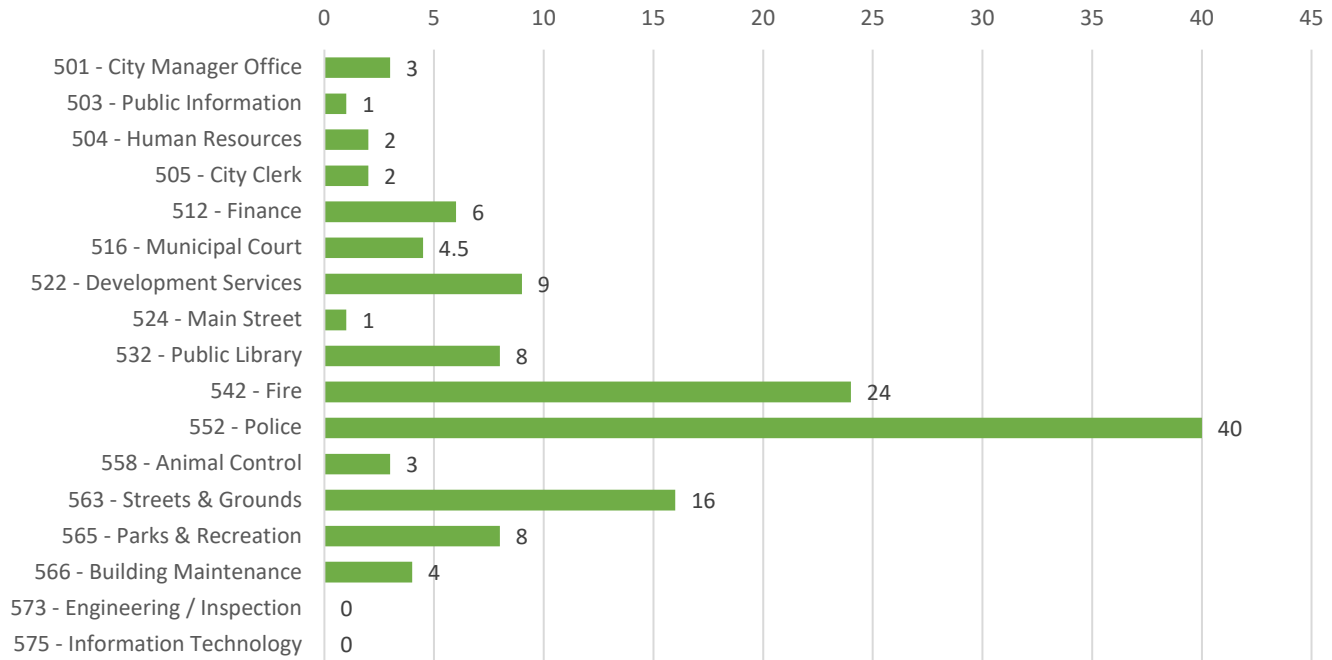
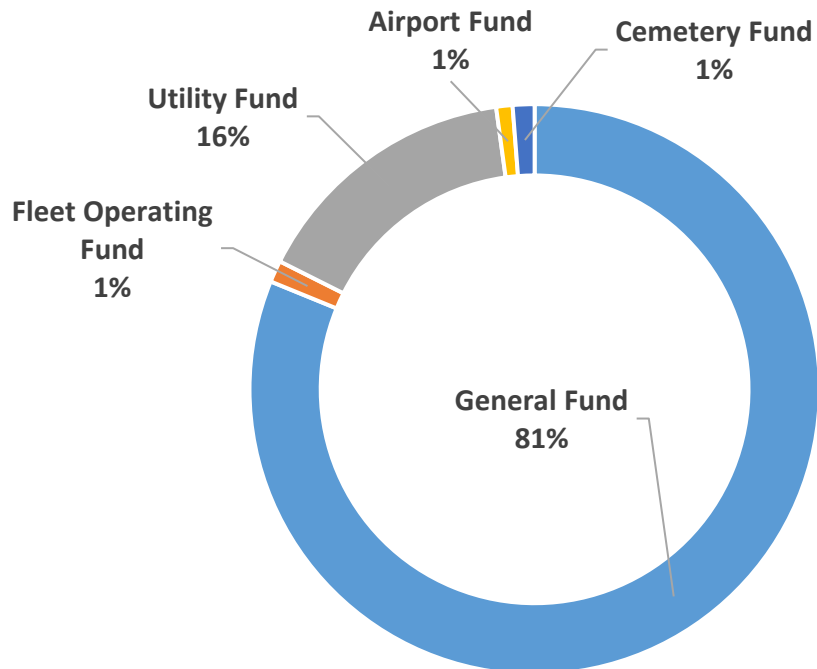
|                                    | FY 2019   | FY 2020   | FY 2021   | FY 2022   |         |           |
|------------------------------------|-----------|-----------|-----------|-----------|---------|-----------|
|                                    |           |           |           | Base      | Changes | Budget    |
| <b>542 - Fire</b>                  | -         | -         |           |           |         |           |
| Fire Chief                         | 1         | 1         | 1         | 1         |         | 1         |
| Assistant Fire Chief/Fire Marshall | 1         | 1         | 1         | 1         |         | 1         |
| Fire Lieutenant                    | 6         | 6         | 6         | 6         |         | 6         |
| Driver/Operator                    | 6         | 6         | 6         | 6         |         | 6         |
| Firefighter/EMT                    | 9         | 9         | 9         | 9         |         | 9         |
| Administrative Assistant           | 1         | 1         | 1         | 1         |         | 1         |
|                                    | <b>24</b> | <b>24</b> | <b>24</b> | <b>24</b> | -       | <b>24</b> |
| <b>552 - Police</b>                | -         | -         |           |           |         |           |
| Police Chief                       | 1         | 1         | 1         | 1         |         | 1         |
| Police Commander                   | 2         | 2         | 2         | 2         |         | 2         |
| Patrol Sergeant                    | 5         | 5         | 5         | 5         |         | 5         |
| Patrol Corporal                    | 4         | 4         | 4         | 4         |         | 4         |
| Police Officer                     | 15        | 16        | 16        | 16        |         | 16        |
| Traffic Unit Officers              | 2         | 2         | 2         | 2         |         | 2         |
| Communication Supervisor           | 1         | 1         | 1         | 1         |         | 1         |
| Communication Officer              | 6         | 6         | 6         | 6         |         | 6         |
| Support Services Administrator     | 1         | 1         | 1         | 1         |         | 1         |
| Victims Advocate Assistant         | 1         | 1         | 1         | 1         |         | 1         |
| Records Supervisor                 | 1         | 1         | 1         | 1         |         | 1         |
|                                    | <b>39</b> | <b>40</b> | <b>40</b> | <b>40</b> | -       | <b>40</b> |
| <b>558 - Animal Control</b>        | -         | -         |           |           |         |           |
| Animal Control Supervisor          | 1         | 1         | 1         | 1         |         | 1         |
| Animal Control Officer             | 0.5       | 1         | 1         | 1         |         | 1         |
| Kennel Technician                  | 1.5       | 1         | 1         | 1         |         | 1         |
|                                    | <b>3</b>  | <b>3</b>  | <b>3</b>  | <b>3</b>  | -       | <b>3</b>  |
| <b>563 - Streets &amp; Grounds</b> | -         | -         |           |           |         |           |
| Public Works Director              | 1         | 1         | 1         | 1         |         | 1         |
| Public Works Superintendent        | 1         | 1         | 1         | 1         |         | 1         |
| Streets & Grounds Supervisor       | 1         | 1         | 1         | 1         |         | 1         |
| Administrative Assistant           | 1         | 1         | 1         | 1         |         | 1         |
| Crew Leader I                      | 1         | 1         | 2         | 2         |         | 2         |
| Equipment Operator III             | 1         | 1         | 1         | 1         |         | 1         |
| Equipment Operator II              | 2         | 2         | 2         | 2         |         | 2         |
| Equipment Operator I               | 5         | 8         | 7         | 7         |         | 7         |
|                                    | <b>13</b> | <b>16</b> | <b>16</b> | <b>16</b> | -       | <b>16</b> |

**PERSONNEL SUMMARY – Detailed Position Listing**
**FY 2022 Budget**

|  | FY 2019    | FY 2020      | FY 2021      | FY 2022      |           |              |
|--|------------|--------------|--------------|--------------|-----------|--------------|
|  |            |              |              | Base         | Changes   | Budget       |
| <b>565 - Parks &amp; Recreation</b>            | -          | -            |              |              |           |              |
| Parks & Recreation Director                    | 1          | 1            | 1            | 1            |           | 1            |
| Parks & Recreation Superintendent              | 1          | 1            | 1            | 1            |           | 1            |
| Athletic Field Technician                      | 4          | 5            | 5            | 5            |           | 5            |
| Crew Leader I                                  | -          | 1            | 1            | 1            |           | 1            |
|  | <b>6</b>   | <b>8</b>     | <b>8</b>     | <b>8</b>     | <b>-</b>  | <b>8</b>     |
| <b>566 - Building Maintenance</b>              | -          | -            | -            |              |           |              |
| Director of Internal Services                  | 1          | 1            | 1            | 1            |           | 1            |
| Building Maintenance Superintendent            | 1          | 1            | 1            | 1            |           | 1            |
| Custodian                                      | 1.5        | 1            | 1            | 1            |           | 1            |
| Building Maintenance Technician                | 0.5        | 0.5          | 1            | 1            |           | 1            |
|  | <b>4</b>   | <b>3.5</b>   | <b>4</b>     | <b>4</b>     | <b>-</b>  | <b>4</b>     |
| <b>573 - Engineering / Inspection</b>          | -          | -            |              |              |           |              |
| Senior Engineer                                | 1          | -            | -            | -            |           | -            |
|  | <b>1</b>   | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>-</b>  | <b>0</b>     |
| <b>575 - Information Technology</b>            | -          | -            |              |              |           |              |
| Information Technology Specialist              | 1          | 1            | 1            | 1            | -1        | 0            |
|  | <b>1</b>   | <b>1</b>     | <b>1</b>     | <b>1</b>     | <b>-1</b> | <b>0</b>     |
| <b>100 - General Fund Total:</b>               | <b>125</b> | <b>129.5</b> | <b>130.5</b> | <b>130.5</b> | <b>1</b>  | <b>131.5</b> |
| <b>701 - Utility Administration</b>            | -          | -            |              |              |           |              |
| Utility Billing Manager                        | 1          | 1            | 1            | 1            |           | 1            |
| Service Technician                             | 2          | 2            | 2            | 2            |           | 2            |
| Senior Utility Clerk                           | 1          | 1            | 1            | 1            |           | 1            |
| Utility Clerk                                  | 2          | 2            | 2            | 2            |           | 2            |
|  | <b>6</b>   | <b>6</b>     | <b>6</b>     | <b>6</b>     | <b>-</b>  | <b>6</b>     |
| <b>706 - Wastewater Treatment Plant (WWTP)</b> | -          | -            |              |              |           |              |
| Assistant Utility Superintendent               | 1          | -            | 1            | 1            |           | 1            |
| Industrial Pre-Treatment Officer               | -          | -            | 1            | 1            |           | 1            |
| Operator II                                    | -          | -            | 1            | 1            |           | 1            |
| Operator I                                     | 3          | 3            | 2            | 2            |           | 2            |
|  | <b>4</b>   | <b>3</b>     | <b>5</b>     | <b>5</b>     | <b>-</b>  | <b>5</b>     |

**PERSONNEL SUMMARY – Detailed Position Listing**
**FY 2022 Budget**

|  | FY 2019      | FY 2020    | FY 2021    | FY 2022    |          |            |
|--|--------------|------------|------------|------------|----------|------------|
|  |              |            |            | Base       | Changes  | Budget     |
| <b>708 - Utility Maintenance</b>         |              | -          | -          | -          |          |            |
| Utility Superintendent                   | 1            | 1          | 1          | 1          |          | 1          |
| Assistant Utility Superintendent         | -            | 1          | 1          | 1          |          | 1          |
| Administrative Assistant                 | 1            | 1          | -          | -          |          | -          |
| Crew Leader II                           | 1            | 1          | 1          | 1          |          | 1          |
| Crew Leader I                            | 4            | 4          | 4          | 4          |          | 4          |
| Utility Maintenance Worker I             | 6            | 6          | 6          | 6          |          | 6          |
| Utility Maintenance Worker II            | 1            | 1          | 1          | 1          |          | 1          |
|  | <b>14</b>    | <b>15</b>  | <b>14</b>  | <b>14</b>  | <b>-</b> | <b>14</b>  |
| <b>340 - Utility Fund Total:</b>         | <b>24</b>    | <b>24</b>  | <b>25</b>  | <b>25</b>  | <b>-</b> | <b>25</b>  |
| <b>732 - Airport</b>                     |              | -          | -          | -          |          |            |
| Airport Manager                          | 1            | 1          | 1          | 1          |          | 1          |
| Airport Maintenance Technician           | 0.5          | 0.5        | 0.5        | 0.5        |          | 0.5        |
| <b>350 - Airport Fund Total:</b>         | <b>1.5</b>   | <b>1.5</b> | <b>1.5</b> | <b>1.5</b> | <b>-</b> | <b>1.5</b> |
| <b>761 - Cemetery</b>                    |              | -          | -          | -          |          |            |
| Cemetery Coordinator                     | 1            | 1          | 1          | 1          |          | 1          |
| Cemetery Equipment Operator              | 1            | 1          | 1          | 1          |          | 1          |
| <b>370 - Cemetery Fund Total:</b>        | <b>2</b>     | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>-</b> | <b>2</b>   |
| <b>517 - Fleet Operating</b>             |              | -          | -          | -          |          |            |
| Fleet Services Manager                   | 1            | 1          | 1          | 1          |          | 1          |
| Mechanic                                 | 1            | 1          | 1          | 1          |          | 1          |
| <b>382 - Fleet Operating Fund Total:</b> | <b>2</b>     | <b>2</b>   | <b>2</b>   | <b>2</b>   | <b>-</b> | <b>2</b>   |
| <b>Total City Employees (FTE):</b>       | <b>154.5</b> | <b>159</b> | <b>161</b> | <b>161</b> | <b>1</b> | <b>162</b> |

**FY 2022 General Fund Employee Distribution****FY 2022 City-Wide Employee Distribution**



## Budget Summaries

|                          |    |
|--------------------------|----|
| Budgeted Revenues        | 59 |
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| Major Revenue Sources    | 61 |
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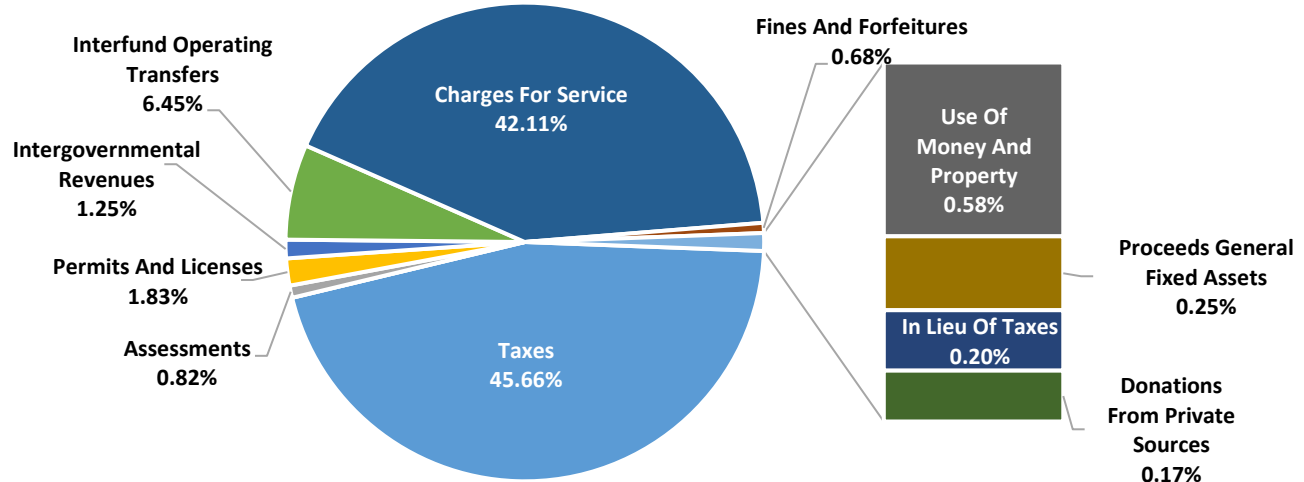
Overall, **budgeted revenues** are 11.7% higher than FY 2021 budget. The increase is reflective of the conservative approach taken in developing the FY 2021 budget.

Taxes represent 46% of all revenues and is budgeted at \$16.76 million in FY 2022. Due to increased property values, property tax revenues are budgeted to increase 10.0% relative to FY 2021 budget. Property tax revenues are budgeted at \$11,175,000. Sales tax revenues have been increasing in recent years, despite uncertainty that the COVID-19 pandemic would decrease sales tax collections. Sales tax revenues are budgeted to increase substantially, 35.35%, relative to FY 2021 budget with a budgeted amount of \$4,250,000.

Charges for Service is the second largest portion of budgeted revenues, representing 42% of total revenues. Utility revenues are budgeted to increase 10.8%, slightly more than the utility rates increase of 10% in FY 2022. Total budgeted utility revenues are \$11,378,500.

|  |                   |                   |                     |                              | FY 2021 to FY 2022<br>Budget-To-Budget |                   |
|--|-------------------|-------------------|---------------------|------------------------------|--|-------------------|
| Account Description                    | FY 2020<br>Actual | FY 2021<br>Budget | FY 2021<br>Estimate | FY 2022<br>Adopted<br>Budget | Difference<br>(\$)                     | Difference<br>(%) |
| Revenue                                |                   |                   |                     |                              |  |                   |
| Assessments                            | 151,049           | 113,000           | 800,500             | 301,000                      | 188,000                                | 166%              |
| Charges For Service                    | 13,186,789        | 13,982,600        | 14,326,500          | 15,460,200                   | 1,477,600                              | 11%               |
| Donations From Private Sources         | 157,031           | 63,300            | 16,800              | 62,300                       | (1,000)                                | -2%               |
| Fines And Forfeitures                  | 206,886           | 283,500           | 183,550             | 250,700                      | (32,800)                               | -12%              |
| In Lieu Of Taxes                       | 1,148             | -                 | 71,953              | 74,000                       | 74,000                                 | 0%                |
| Interfund Operating Transfers          | 2,530,145         | 2,401,932         | 2,430,230           | 2,366,832                    | (35,100)                               | -1%               |
| Intergovernmental Revenues             | 260,366           | 331,600           | 541,462             | 460,500                      | 128,900                                | 39%               |
| Permits And Licenses                   | 841,781           | 495,800           | 869,000             | 670,800                      | 175,000                                | 35%               |
| Proceeds General Fixed Assets          | 95,880            | 79,800            | 140,000             | 90,500                       | 10,700                                 | 13%               |
| Proceeds General Long Term Liabilities | -                 | -                 | -                   | -                            | -                                      | 0%                |
| Taxes                                  | 15,019,116        | 14,673,000        | 15,739,147          | 16,762,000                   | 2,089,000                              | 14%               |
| Use Of Money And Property              | 625,504           | 445,200           | 800,093             | 212,900                      | (232,300)                              | -52%              |
| Revenue Total                          | 33,075,695        | 32,869,732        | 35,919,235          | 36,711,732                   | 3,842,000                              | 12%               |

### FY 2022 Revenues



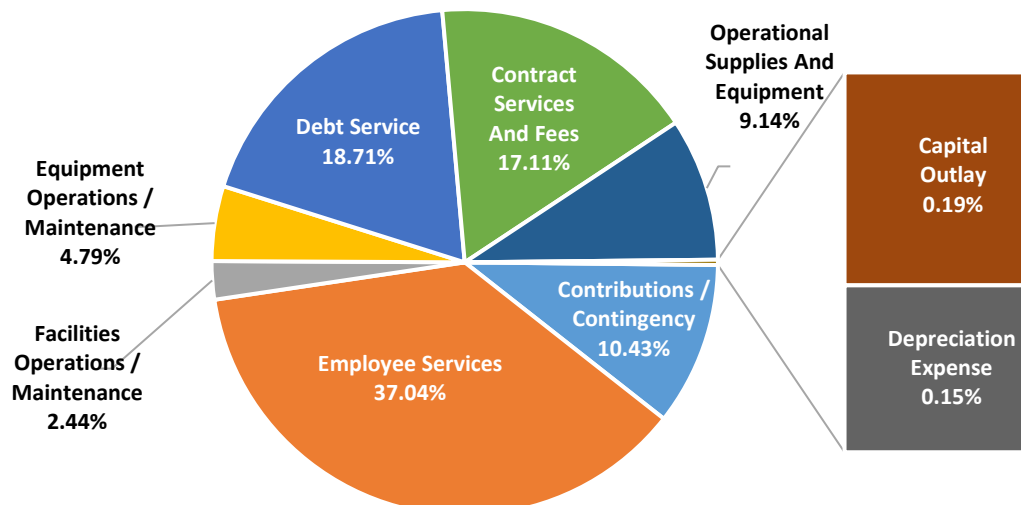


**Budgeted expenditures** total \$36,347,161 for FY 2022, which is a 11.7% and significant increase from the original FY 2021 budget. This increase results from the fact that FY 2021 was budgeted at the same level as FY 2020 due to the financial uncertainties related to COVID-19. The increase for FY 2022 from the projected year-end amended FY 2021 budget is more in line with what we would normally see year over year.

Municipal services are labor intensive and, as a result of this, the highest single expenditure category is related to employee costs. Employee Services represents 37.04% of all expenditures. Contract Services is another expenditure that is labor intensive but is performed by workers not employed by the City. Contract Services is budgeted to increase by 20% relative to FY 2021 budget.

| Account Description                 | FY 2020<br>Actual | FY 2021<br>Budget | FY 2021<br>Estimate | FY 2022<br>Adopted<br>Budget | FY 2021 to FY 2022<br>Budget-To-Budget |                   |
|-------------------------------------|-------------------|-------------------|---------------------|------------------------------|--|-------------------|
|                                     |                   |                   |                     |                              | Difference<br>(\$)                     | Difference<br>(%) |
| <b>Expenditure</b>                  |                   |                   |                     |                              |  |                   |
| Capital Improvements/Acquisition    | 202,459           | -                 | 15,000              | -                            | -                                      | 0%                |
| Capital Outlay                      | 338,446           | 75,500            | 591,994             | 68,000                       | (7,500)                                | -10%              |
| Contingency Reserves/Claims         | 8,910             | -                 | -                   | -                            | -                                      | 0%                |
| Contract Services And Fees          | 5,336,928         | 5,183,226         | 6,161,850           | 6,220,548                    | 1,037,322                              | 20%               |
| Contributions / Contingency         | 4,122,520         | 3,663,297         | 3,543,746           | 3,791,787                    | 128,490                                | 4%                |
| Debt Service                        | 5,670,434         | 6,072,195         | 6,072,195           | 6,801,303                    | 729,108                                | 12%               |
| Depreciation Expense                | 52,297            | 53,300            | 32,800              | 53,300                       | -                                      | 0%                |
| Employee Services                   | 11,885,407        | 12,224,642        | 12,503,339          | 13,463,680                   | 1,239,038                              | 10%               |
| Equipment Operations / Maintenance  | 1,450,433         | 1,361,073         | 1,480,361           | 1,740,034                    | 378,961                                | 28%               |
| Equipment Rental                    | 77,155            | -                 | -                   | -                            | -                                      | 0%                |
| Facilities Operations / Maintenance | 723,510           | 854,161           | 850,981             | 888,205                      | 34,044                                 | 4%                |
| Intergovernmental Revenues          | -                 | -                 | -                   | -                            | -                                      | 0%                |
| Operational Supplies And Equipment  | 3,078,750         | 3,043,919         | 3,992,084           | 3,322,304                    | 278,385                                | 9%                |
| <b>Expenditure Total</b>            | <b>32,947,249</b> | <b>32,531,313</b> | <b>35,244,350</b>   | <b>36,349,161</b>            | <b>3,817,848</b>                       | <b>12%</b>        |

### FY 2022 Expenditures



# MAJOR REVENUE SOURCES

# FY 2022 Budget

| FY 2021 Budget to FY 2022 Budget |                |                |                        |                    |                         |                 |                |
|----------------------------------|----------------|----------------|------------------------|--------------------|-------------------------|-----------------|----------------|
| Account Description              | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$) | Difference (%) |
| Revenue                          |                |                |                        |                    |                         |                 |                |
| 310 Taxes                        |                |                |                        |                    |                         |                 |                |
| 111 CURRENT PROPERTY TAXES       | 8,922,759      | 9,938,368      | 10,153,000             | 10,308,147         | 11,175,000              | 1,022,000       | 9.79%          |
| 112 DELINQUENT PROPERTY TAXES    | 72,183         | 59,251         | 55,000                 | 62,000             | 55,000                  | -               | 0.00%          |
| 113 PROP TAX-PENALTYANDINTEREST  | 40,260         | 57,628         | 40,000                 | 40,000             | 40,000                  | -               | 0.00%          |
| 121 CITY SALES TAX               | 3,405,361      | 3,747,522      | 3,140,000              | 4,100,000          | 4,250,000               | 1,110,000       | 35.35%         |
| 131 TELEPHONE                    | 40,349         | 29,717         | 54,000                 | 17,000             | 20,000                  | (34,000)        | -62.96%        |
| 132 ATMOS GAS FRANCHISE          | 107,336        | 102,435        | 110,000                | 110,000            | 110,000                 | -               | 0.00%          |
| 133 MIXED BEVERAGE DRINKS        | 16,303         | 16,938         | 15,000                 | 20,000             | 20,000                  | 5,000           | 33.33%         |
| 134 ELECTRIC                     | 502,686        | 493,223        | 520,000                | 500,000            | 500,000                 | (20,000)        | -3.85%         |
| 135 CABLE                        | 117,738        | 147,763        | 150,000                | 150,000            | 150,000                 | -               | 0.00%          |
| 136 SOLID WASTE COLLECTION       | -              | -              | -                      | -                  | -                       | -               | 0.00%          |
| 136 SOLID WASTE COLLECTIONS      | 147,386        | 227,242        | 200,000                | 210,000            | 220,000                 | 20,000          | 10.00%         |
| 137 PEG FEES                     | 31,688         | 32,196         | 31,000                 | 32,000             | 32,000                  | 1,000           | 3.23%          |
| 141 OCCUPANCY TAX/SKILL GAMES    | 15             | -              | -                      | -                  | -                       | -               | 0.00%          |
| 143 HOTEL OCCUPANCY TAX          | 94,473         | 166,833        | 205,000                | 190,000            | 190,000                 | (15,000)        | -7.32%         |
| 274 LATE PAYMENT PENALTY         | -              | -              | -                      | -                  | -                       | -               | 0.00%          |
| 310 Taxes Total                  | 13,498,537     | 15,019,116     | 14,673,000             | 15,739,147         | 16,762,000              | 2,089,000       | 14.24%         |
| 320 Permits And Licenses         |                |                |                        |                    |                         |                 |                |
| 151 PLAT/ZONING PERMITS          | 11,552         | 17,515         | 20,000                 | 15,000             | 15,000                  | (5,000)         | -25.00%        |
| 152 BUILDING PERMIT              | 371,511        | 488,867        | 300,000                | 570,000            | 425,000                 | 125,000         | 41.67%         |
| 153 ELECTRICAL PERMITS           | 38,832         | 7,061          | 18,000                 | 5,000              | 5,000                   | (13,000)        | -72.22%        |
| 154 PLUMBING PERMIT FEES         | 16,691         | 10,225         | 12,000                 | 10,000             | 10,000                  | (2,000)         | -16.67%        |
| 155 GAS PERMIT FEES              | 580            | 600            | 500                    | 500                | 500                     | -               | 0.00%          |
| 156 MECHANICAL PERMIT FEES       | 22,960         | 2,449          | 13,000                 | 1,000              | 1,000                   | (12,000)        | -92.31%        |
| 157 HAULED WASTE PERMIT          | 925            | 600            | 1,000                  | 1,000              | 1,000                   | -               | 0.00%          |
| 157 SUBDIVISION DEVLPMNT FEES    | -              | 269,684        | 100,000                | 220,000            | 175,000                 | 75,000          | 75.00%         |
| 159 PERMITS BY GRANT             | -              | 350            | -                      | 1,200              | -                       | -               | 0.00%          |
| 161 TECHNOLOGY FEE               | 8,540          | 14,874         | 9,000                  | 16,000             | 15,000                  | 6,000           | 66.67%         |
| 162 BEER/WINE SALES LICENSES     | 5,030          | 7,430          | 6,000                  | 5,000              | 5,000                   | (1,000)         | -16.67%        |
| 163 DOG TAG/LICENSE              | 425            | 315            | 300                    | 300                | 300                     | -               | 0.00%          |

# MAJOR REVENUE SOURCES

# FY 2022 Budget

|   |                |                |                        |                    |                         | FY 2021 Budget to FY 2022 Budget |                |
|---|----------------|----------------|------------------------|--------------------|-------------------------|----------------------------------|----------------|
| Account Description                         | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$)                  | Difference (%) |
| <b>Revenue</b>                              |                |                |                        |                    |                         |                                  |                |
| 164 MISC LICENSES/PERMITS                   | 16,394         | 21,813         | 16,000                 | 24,000             | 18,000                  | 2,000                            | 12.50%         |
| <b>320 Permits And Licenses Total</b>       | <b>493,441</b> | <b>841,781</b> | <b>495,800</b>         | <b>869,000</b>     | <b>670,800</b>          | <b>175,000</b>                   | 35.30%         |
| <b>330 In Lieu Of Taxes</b>                 |                |                |                        |                    |                         |                                  | 0.00%          |
| 241 PAY IN LIEU OF TAXES                    | -              | 1,148          | -                      | 71,953             | 74,000                  | 74,000                           | 0.00%          |
| <b>330 In Lieu Of Taxes Total</b>           | <b>-</b>       | <b>1,148</b>   | <b>-</b>               | <b>71,953</b>      | <b>74,000</b>           | <b>74,000</b>                    | 0.00%          |
| <b>330 Intergovernmental Revenues</b>       |                |                |                        |                    |                         |                                  | 0.00%          |
| 219 OTHER FEDERAL GRANTS                    | 1,096          | 1,941          | -                      | -                  | -                       | -                                | 0.00%          |
| 221 OFFICER STANDARDS AND EDUCATION         | 2,626          | 2,632          | 2,200                  | 2,632              | 2,500                   | 300                              | 13.64%         |
| 229 OTHER STATE GRANTS                      | 71,088         | 59,546         | 51,000                 | 52,300             | -                       | (51,000)                         | -100.00%       |
| 229 OTHER STATE GRANTS/REIMBURSE            | 13,924         | 16,710         | 4,000                  | 9,000              | 10,000                  | 6,000                            | 150.00%        |
| 232 CAPITAL AREA PLANNING CO(CAPCO          | -              | -              | -                      | 1,500              | -                       | -                                | 0.00%          |
| 235 GENERAL CONTRIBUTIONS                   | -              | -              | 17,000                 | -                  | 17,000                  | -                                | 0.00%          |
| 235 TISD-POLICE OFFICER REIMBURSE           | 56,667         | 62,240         | 55,000                 | 74,000             | 55,000                  | -                                | 0.00%          |
| 237 COUNTY AND OTHER LOCAL GRANTS           | 22,000         | 1,000          | -                      | 18,000             | -                       | -                                | 0.00%          |
| 238 LOCAL REIMBURSEMENTS/REFUNDS            | 770            | 1,133          | 1,500                  | 1,200              | 1,500                   | -                                | 0.00%          |
| 239 OTHER LOCAL CONTRIBUTIONS               | 19,037         | 19,934         | 19,000                 | 19,500             | 19,500                  | 500                              | 2.63%          |
| 239 OTHER LOCAL GOV DONATIONS               | -              | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 241 PILOT-PAYMENT IN LIEU OF TAXES          | 4,576          | 3,551          | 68,900                 | 225,935            | 215,000                 | 146,100                          | 212.05%        |
| 242 TIF-WILLIAMSON COUNTY                   | 72,728         | 91,680         | 113,000                | 137,395            | 140,000                 | 27,000                           | 23.89%         |
| <b>330 Intergovernmental Revenues Total</b> | <b>264,511</b> | <b>260,366</b> | <b>331,600</b>         | <b>541,462</b>     | <b>460,500</b>          | <b>128,900</b>                   | 38.87%         |
| <b>340 Charges For Service</b>              |                |                |                        |                    |                         |                                  | 0.00%          |
| 251 REFUSE COLLECTION CHARGES               | 1,362,477      | 1,305,939      | 1,425,000              | 1,455,000          | 1,533,000               | 108,000                          | 7.58%          |
| 252 RECYCLING CHARGES                       | 179,350        | 208,330        | 218,000                | 213,600            | 224,600                 | 6,600                            | 3.03%          |
| 258 ANIMAL SHELTER FEES                     | 16,679         | 11,964         | 12,000                 | 12,000             | 12,000                  | -                                | 0.00%          |
| 260 DRAINAGE FEES                           | 455,589        | 464,182        | 496,000                | 510,000            | 520,000                 | 24,000                           | 4.84%          |
| 261 POOL ADMISSION                          | 23,540         | -              | 23,000                 | 18,500             | 23,000                  | -                                | 0.00%          |
| 263 TRPSC BANNER DISPLAY                    | 25             | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 264 PAVILLION/AUDITORIUM RENTAL             | 6,958          | 498            | 6,500                  | 6,500              | 6,500                   | -                                | 0.00%          |
| 265 LIBRARY SERVICES                        | 8,786          | 4,081          | 9,000                  | 4,500              | 9,000                   | -                                | 0.00%          |

# MAJOR REVENUE SOURCES

# FY 2022 Budget

| FY 2021 Budget to FY 2022 Budget   |                |                |                        |                    |                         |                 |                |
|------------------------------------|----------------|----------------|------------------------|--------------------|-------------------------|-----------------|----------------|
| Account Description                | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$) | Difference (%) |
| Revenue                            |                |                |                        |                    |                         |                 |                |
| 266 PLAN REVIEW FEES               | 79,147         | 79,535         | 50,000                 | 90,000             | 120,000                 | 70,000          | 140.00%        |
| 267 ENGINEERING/INSPECTION FEES    | 25,800         | 40,253         | 25,000                 | 70,000             | 40,000                  | 15,000          | 60.00%         |
| 268 LIBRARY MEETING RM. RENTAL     | 950            | 600            | 800                    | 800                | 800                     | -               | 0.00%          |
| 269 PARK FEES                      | 81,871         | 36,735         | 75,000                 | 50,000             | 75,000                  | -               | 0.00%          |
| 270 LEAGUE FEES                    | 9,171          | 4,079          | 12,000                 | 3,500              | 12,000                  | -               | 0.00%          |
| 271 WATER SERVICE CHARGES          | 4,099,514      | 4,321,027      | 4,597,000              | 4,700,000          | 5,170,000               | 573,000         | 12.46%         |
| 272 CONNECT FEES                   | 17,975         | 17,845         | 17,000                 | 17,000             | 17,000                  | -               | 0.00%          |
| 273 TRANSFER FEES                  | 1,560          | 1,520          | 1,500                  | 1,500              | 1,500                   | -               | 0.00%          |
| 274 LATE PAYMENT FEE               | 5,566          | 2,356          | 5,000                  | 2,000              | 2,500                   | (2,500)         | -50.00%        |
| 274 LATE PAYMENT FEES              | 184,275        | 84,972         | 185,000                | 90,000             | 175,000                 | (10,000)        | -5.41%         |
| 275 SEWER SERVICE CHARGES          | 4,123,482      | 4,071,636      | 4,532,000              | 4,450,000          | 4,895,000               | 363,000         | 8.01%          |
| 276 WHOLESALE WATER CHARGES        | 477,403        | 538,796        | 500,000                | 500,000            | 520,000                 | 20,000          | 4.00%          |
| 277 ADMIN FEE                      | 49,200         | 23,400         | 52,000                 | 15,000             | 30,000                  | (22,000)        | -42.31%        |
| 279 BULK SEWER DISPOSAL FEE        | 53,528         | 72,525         | 45,000                 | 60,000             | 60,000                  | 15,000          | 33.33%         |
| 280 MISC. WATER SERVICE FEES       | 27,825         | 13,520         | 25,000                 | 10,000             | 25,000                  | -               | 0.00%          |
| 281 T-HANGER RENT                  | 224,171        | 223,848        | 230,000                | 228,000            | 241,000                 | 11,000          | 4.78%          |
| 283 GROUND LEASES                  | 1,053          | 3,506          | -                      | -                  | -                       | -               | 0.00%          |
| 284 SALE OF AV GAS                 | 147,161        | 127,923        | 150,000                | 130,000            | 166,000                 | 16,000          | 10.67%         |
| 285 SALE OF JET A FUEL             | 30,445         | 26,969         | 30,000                 | 45,000             | 40,000                  | 10,000          | 33.33%         |
| 286 GRAVE DIGGING SERVICES         | 120,280        | 134,732        | 95,000                 | 145,000            | 170,000                 | 75,000          | 78.95%         |
| 287 GRAVESITE MARKING/LOCATING FEE | 960            | 1,550          | 1,000                  | 2,500              | 1,500                   | 500             | 50.00%         |
| 289 CREDIT CARD PROCESSING FEE     | 75,176         | 40,236         | 74,000                 | 27,000             | 69,000                  | (5,000)         | -6.76%         |
| 291 FIRE INSPECTION FEES           | 8,619          | 3,893          | 8,500                  | 4,000              | 8,500                   | -               | 0.00%          |
| 292 FIRE RESPONDER EMS FEES        | 10,561         | 17,877         | 16,000                 | 13,000             | 16,000                  | -               | 0.00%          |
| 293 LIEN FEES                      | 690            | 160            | 600                    | 600                | 600                     | -               | 0.00%          |
| 295 POLICE SERVICES                | 25,448         | 16,683         | 25,000                 | 46,000             | 25,000                  | -               | 0.00%          |
| 296 TRANSPORTATION USER FEE        | 742,737        | 749,442        | 790,000                | 805,000            | 825,000                 | 35,000          | 4.43%          |
| 323 WATER CAP. IMPACT FEE          | 230,176        | 316,830        | 150,000                | 350,000            | 250,000                 | 100,000         | 66.67%         |
| 324 SEWER CAP. IMPACT FEE          | 157,369        | 218,940        | 100,000                | 250,000            | 175,000                 | 75,000          | 75.00%         |

# MAJOR REVENUE SOURCES

# FY 2022 Budget

|  |                   |                   |                        |                    |                         | FY 2021 Budget to FY 2022 Budget |                |
|--|-------------------|-------------------|------------------------|--------------------|-------------------------|----------------------------------|----------------|
| Account Description                    | FY 2019 Actual    | FY 2020 Actual    | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$)                  | Difference (%) |
| <b>Revenue</b>                         |                   |                   |                        |                    |                         |                                  |                |
| 374 LATE PAYMENT FEES                  | 799               | 411               | 700                    | 500                | 700                     | -                                | 0.00%          |
| <b>340 Charges For Service Total</b>   | <b>13,066,315</b> | <b>13,186,789</b> | <b>13,982,600</b>      | <b>14,326,500</b>  | <b>15,460,200</b>       | <b>1,477,600</b>                 | 10.57%         |
| <b>410 Fines And Forfeitures</b>       |                   |                   |                        |                    |                         |                                  | 0.00%          |
| 306 COURT ADMINISTRATION FEE           | 46,227            | 22,680            | 30,000                 | 15,000             | 23,000                  | (7,000)                          | -23.33%        |
| 307 DEF. DRIVING APP. FEE              | 6,824             | 2,108             | 6,000                  | 2,000              | 4,000                   | (2,000)                          | -33.33%        |
| 308 DISMISSAL FEE                      | 1,190             | 300               | 1,200                  | 1,000              | 1,200                   | -                                | 0.00%          |
| 309 JUDICIAL FEE-CITY                  | 2,340             | 854               | 2,000                  | 1,000              | 2,000                   | -                                | 0.00%          |
| 310 OMNIBASE LOCAL FEE                 | 1,939             | 1,366             | 2,000                  | 1,000              | 1,500                   | (500)                            | -25.00%        |
| 311 MUNICIPAL COURT FINES              | 187,757           | 130,278           | 175,000                | 120,000            | 150,000                 | (25,000)                         | -14.29%        |
| 312 CHILD SAFETY FEES                  | 2,206             | 855               | 1,800                  | 1,000              | 1,500                   | (300)                            | -16.67%        |
| 313 TRAFFIC COURT FEES                 | 5,000             | 2,251             | 5,000                  | 2,000              | 5,000                   | -                                | 0.00%          |
| 314 WARRANT FEES                       | 22,494            | 18,371            | 20,000                 | 15,000             | 20,000                  | -                                | 0.00%          |
| 315 NOTICE/ARREST FEES                 | 10,929            | 5,295             | 10,000                 | 5,000              | 10,000                  | -                                | 0.00%          |
| 317 COURT TIME PAYMENT FEE             | 9,029             | 5,194             | 8,500                  | 5,000              | 8,500                   | -                                | 0.00%          |
| 318 LIBRARY FINES                      | 6,931             | 3,640             | 6,000                  | 2,000              | 6,000                   | -                                | 0.00%          |
| 319 SEIZURE/FORFEITURES                | 1,160             | 529               | 1,000                  | 1,000              | 1,000                   | -                                | 0.00%          |
| 320 TRUANCY PREVENTION/DIVERSION       | -                 | 3,012             | -                      | 2,500              | 2,500                   | 2,500                            | 0.00%          |
| 321 JURY SERVICE FEES                  | -                 | 60                | -                      | 50                 | -                       | -                                | 0.00%          |
| 412 BUILDING SECURITY FEES             | 7,049             | 4,980             | 7,000                  | 5,000              | 6,500                   | (500)                            | -7.14%         |
| 413 TECHNOLOGY FEES                    | 9,399             | 5,115             | 8,000                  | 5,000              | 8,000                   | -                                | 0.00%          |
| <b>410 Fines And Forfeitures Total</b> | <b>320,472</b>    | <b>206,886</b>    | <b>283,500</b>         | <b>183,550</b>     | <b>250,700</b>          | <b>(32,800)</b>                  | <b>-11.57%</b> |
| <b>420 Assessments</b>                 |                   |                   |                        |                    |                         |                                  | 0.00%          |
| 321 WATER TAP FEES                     | 20,960            | 14,743            | 20,000                 | 15,000             | 15,000                  | (5,000)                          | -25.00%        |
| 322 SEWER TAP FEES                     | 16,850            | 12,832            | 15,000                 | 12,000             | 12,000                  | (3,000)                          | -20.00%        |
| 324 WEATHERIZATION                     | 2,430             | 2,048             | 1,500                  | 1,500              | 1,500                   | -                                | 0.00%          |
| 325 METER FEES                         | 43,034            | 52,298            | 30,000                 | 175,000            | 200,000                 | 170,000                          | 566.67%        |
| 325 PAVING LIEN DEPOSITS               | 262               | 246               | -                      | -                  | -                       | -                                | 0.00%          |
| 326 OTHER SPECIAL ASSESSMENTS          | 76                | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| 327 LOT CLEAN UP ASSESSMENTS           | 8,985             | 1,635             | 9,000                  | 12,000             | 10,000                  | 1,000                            | 11.11%         |
| 328 ROADWAY IMPACT FEES                | 57,624            | 57,850            | 35,000                 | 95,000             | 60,000                  | 25,000                           | 71.43%         |

# MAJOR REVENUE SOURCES

# FY 2022 Budget

|   |                |                |                        |                    |                         | FY 2021 Budget to FY 2022 Budget |                |
|---|----------------|----------------|------------------------|--------------------|-------------------------|----------------------------------|----------------|
| Account Description                             | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$)                  | Difference (%) |
| <b>Revenue</b>                                  |                |                |                        |                    |                         |                                  |                |
| 329 PAYMENT OF CLAIMS                           | 9,713          | 9,397          | 2,500                  | 490,000            | 2,500                   | -                                | 0.00%          |
| <b>420 Assessments Total</b>                    | <b>159,934</b> | <b>151,049</b> | <b>113,000</b>         | <b>800,500</b>     | <b>301,000</b>          | <b>188,000</b>                   | 166.37%        |
| <b>430 Use Of Money And Property</b>            |                |                |                        |                    |                         |                                  | 0.00%          |
| 331 INTEREST INCOME                             | 383,791        | 241,396        | 204,700                | 23,250             | 38,400                  | (166,300)                        | -81.24%        |
| 331 OPERATING FUND INTEREST                     | 104,839        | 84,632         | 70,000                 | 6,000              | 9,000                   | (61,000)                         | -87.14%        |
| 333 RENTAL INCOME (LEASE)                       | -              | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 333 RENTAL INCOME (LEASES)                      | 84,660         | 82,976         | 85,000                 | 82,000             | 83,000                  | (2,000)                          | -2.35%         |
| 333 RENTAL INCOME(LEASES)                       | 29,843         | 26,792         | 28,000                 | 28,000             | 28,000                  | -                                | 0.00%          |
| 334 CIVIL SERVICE SICK LEAVE                    | -              | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 334 COLLECTIONS/ GENERAL REVENUE                | -              | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 334 COLLECTIONS/GENERAL REVENUE                 | 39,037         | 23,865         | 33,000                 | 30,000             | 30,000                  | (3,000)                          | -9.09%         |
| 334 MISCELLANEOUS REVENUE                       | 2,601          | 3,639          | 2,500                  | 3,500              | 2,500                   | -                                | 0.00%          |
| 335 REIMBURSEMENTS                              | 1,811          | 10,668         | 2,000                  | 6,000              | 2,000                   | -                                | 0.00%          |
| 335 REIMBURSEMENTS/REFUNDS                      | 408            | 206            | -                      | -                  | -                       | -                                | 0.00%          |
| 335 REIMBURSEMENTS/REPAYMENTS                   | 17,535         | 151,329        | 20,000                 | 385,000            | 20,000                  | -                                | 0.00%          |
| 336 USE OF RESTRICTED FUND BALANCE              | -              | -              | -                      | 236,343            | -                       | -                                | 0.00%          |
| <b>430 Use Of Money And Property Total</b>      | <b>664,525</b> | <b>625,504</b> | <b>445,200</b>         | <b>800,093</b>     | <b>212,900</b>          | <b>(232,300)</b>                 | <b>-52.18%</b> |
| <b>440 Donations From Private Sources</b>       |                |                |                        |                    |                         |                                  | 0.00%          |
| 341 TML REGION 10 MEETING FEES                  | -              | (90)           | -                      | -                  | -                       | -                                | 0.00%          |
| 349 OTHER PUBLIC SAFETY DONATIONS               | 111,527        | 116,670        | 7,500                  | 7,500              | 7,500                   | -                                | 0.00%          |
| 352 FARMERS' MARKET RENTAL FEES                 | -              | 2,866          | 2,000                  | 6,000              | 6,000                   | 4,000                            | 200.00%        |
| 353 MAIN STREET CAR SHOW                        | -              | 28,625         | 28,000                 | -                  | 25,000                  | (3,000)                          | -10.71%        |
| 354 WINE SWIRL                                  | -              | 4,439          | 4,500                  | -                  | 4,500                   | -                                | 0.00%          |
| 356 CHRISTMAS BAZAAR                            | -              | 1,855          | 2,000                  | -                  | 2,000                   | -                                | 0.00%          |
| 357 SALES AND OTHER FUNDRAISINGS                | 1,752          | -              | -                      | -                  | -                       | -                                | 0.00%          |
| 358 TAYLOR BLACKLAND PRAIRIE DAYS               | 8,895          | -              | 14,000                 | -                  | 14,000                  | -                                | 0.00%          |
| 359 MISCELLANEOUS DONATIONS                     | 6,777          | 2,666          | 5,300                  | 3,300              | 3,300                   | (2,000)                          | -37.74%        |
| <b>440 Donations From Private Sources Total</b> | <b>128,951</b> | <b>157,031</b> | <b>63,300</b>          | <b>16,800</b>      | <b>62,300</b>           | <b>(1,000)</b>                   | <b>-1.58%</b>  |
| <b>450 Interfund Operating Transfers</b>        |                |                |                        |                    |                         |                                  | 0.00%          |
| 361 TRANSFER FROM 300 MDUS                      | -              | -              | -                      | -                  | -                       | -                                | 0.00%          |

# MAJOR REVENUE SOURCES

# FY 2022 Budget

|   |                   |                   |                        |                    |                         | FY 2021 Budget to FY 2022 Budget |                |
|---|-------------------|-------------------|------------------------|--------------------|-------------------------|----------------------------------|----------------|
| Account Description                                     | FY 2019 Actual    | FY 2020 Actual    | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget | Difference (\$)                  | Difference (%) |
| <b>Revenue</b>  |                   |                   |                        |                    |                         |                                  |                |
| 361 TRANSFER FROM TIF                                   | 15,000            | 10,000            | 20,000                 | 20,000             | 20,000                  | -                                | 0.00%          |
| 362 TRANSFER FROM H.O.T.                                | 5,000             | 5,000             | 5,000                  | 5,000              | 5,000                   | -                                | 0.00%          |
| 363 TRNSF IN FROM CEMETERY PERM FD                      | 12,510            | 25,895            | 12,000                 | 1,500              | 5,000                   | (7,000)                          | -58.33%        |
| 365 FROM PROCEEDS OF SALE PARKLAND                      | -                 | 168,573           | -                      | -                  | -                       | -                                | 0.00%          |
| 365 INTERFUND TRANSFER IN                               | 3,965             | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| 365 TRANSFER FROM GENERAL FUND                          | 14,600            | 14,600            | 14,600                 | 14,600             | 14,600                  | -                                | 0.00%          |
| 367 TRANSFER FROM MDUS                                  | 180,000           | 180,000           | 180,000                | 180,000            | 180,000                 | -                                | 0.00%          |
| 369 TRANSFER FROM SANITATION FUND                       | 164,200           | 164,200           | 164,200                | 164,200            | 164,200                 | -                                | 0.00%          |
| 370 INTERFUND TRANSFER IN                               | 359,365           | 339,500           | 342,150                | 380,948            | 339,500                 | (2,650)                          | -0.77%         |
| 370 TRANSFER IN   | -                 | 7,377             | 48,982                 | 48,982             | 23,532                  | (25,450)                         | -51.96%        |
| 370 TRANSFER IN FROM FUND 165                           | -                 | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| 371 TRANSFER FROM UTILITY FUND                          | 1,250,000         | 1,600,000         | 1,600,000              | 1,600,000          | 1,600,000               | -                                | 0.00%          |
| 372 TRANSFER FROM AIRPORT FUND                          | 15,000            | 15,000            | 15,000                 | 15,000             | 15,000                  | -                                | 0.00%          |
| 373 TRANSFER FROM CEMETERY FUND                         | 25,000            | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| <b>450 Interfund Operating Transfers Total</b>          | <b>2,044,639</b>  | <b>2,530,145</b>  | <b>2,401,932</b>       | <b>2,430,230</b>   | <b>2,366,832</b>        | <b>(35,100)</b>                  | <b>-1.46%</b>  |
| <b>460 Proceeds General Fixed Assets</b>                |                   |                   |                        |                    |                         |                                  | 0.00%          |
| 371 CEMETERY LOT SALES -RESTRICTED                      | 8,528             | 9,316             | 8,300                  | 13,000             | 8,500                   | 200                              | 2.41%          |
| 372 CEMETERY LOT SALE-UNRESTRICTED                      | 76,754            | 83,841            | 70,000                 | 125,000            | 80,000                  | 10,000                           | 14.29%         |
| 374 SALE OF SURPLUS EQUIPMENT                           | 320               | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| 376 BULK WATER SALES                                    | 1,759             | 2,713             | 1,500                  | 2,000              | 2,000                   | 500                              | 33.33%         |
| 379 SALE OF MISC. ASSETS                                | 275               | 10                | -                      | -                  | -                       | -                                | 0.00%          |
| <b>460 Proceeds General Fixed Assets Total</b>          | <b>87,637</b>     | <b>95,880</b>     | <b>79,800</b>          | <b>140,000</b>     | <b>90,500</b>           | <b>10,700</b>                    | <b>13.41%</b>  |
| <b>470 Proceeds General Long Term Liabilities</b>       |                   |                   |                        |                    |                         |                                  | 0.00%          |
| 383 12.590M 2019 COS (3.985M)                           | 3,985,000         | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| 391 BOND PREMIUM  | 386,084           | -                 | -                      | -                  | -                       | -                                | 0.00%          |
| <b>470 Proceeds General Long Term Liabilities Total</b> | <b>4,371,084</b>  | <b>-</b>          | <b>-</b>               | <b>-</b>           | <b>-</b>                | <b>-</b>                         | <b>0.00%</b>   |
| <b>Revenue Total</b>                                    | <b>35,100,045</b> | <b>33,075,695</b> | <b>32,869,732</b>      | <b>35,919,235</b>  | <b>36,711,732</b>       | <b>3,842,000</b>                 | <b>11.69%</b>  |

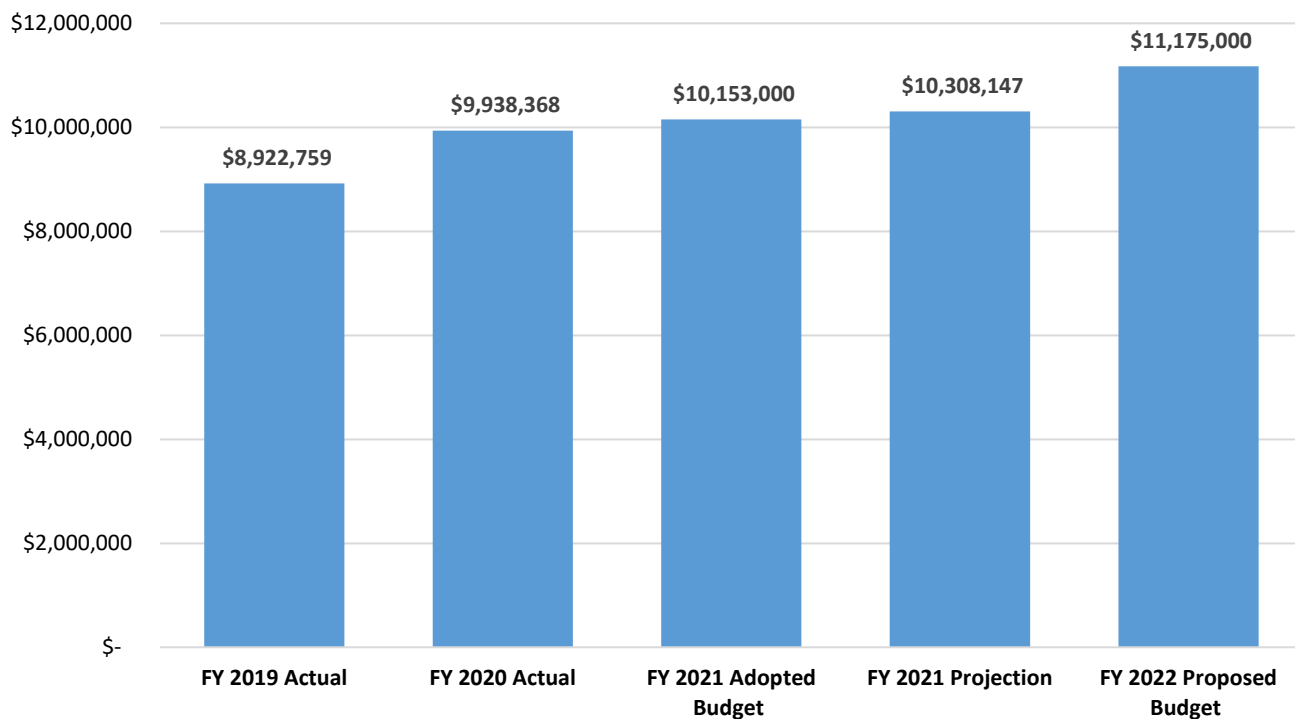


**Tax Revenues** are primarily derived from property taxes and sales taxes.

***Property Taxes*** are levied on January 1 of each year. The Williamson Central Appraisal District determines the value for each property in the city. Property tax rolls are certified in July and the tax rate is adopted in September, along with the budget. The Williamson County Tax Collector then sends statements to each taxpayer.

Budgeted revenues from ad valorem taxes total \$11,175,000. The adopted property tax rate for FY 2022 is \$0.765115 per \$100 of valuation. The property tax rate is made up of two components; the Maintenance & Operations (M&O) rate for general operations and the Interest & Sinking (I&S) rate for debt service. For FY 2022, the M&O rate is \$0.569637 and the I&S rate is \$0.195478.

### Property Tax Revenues

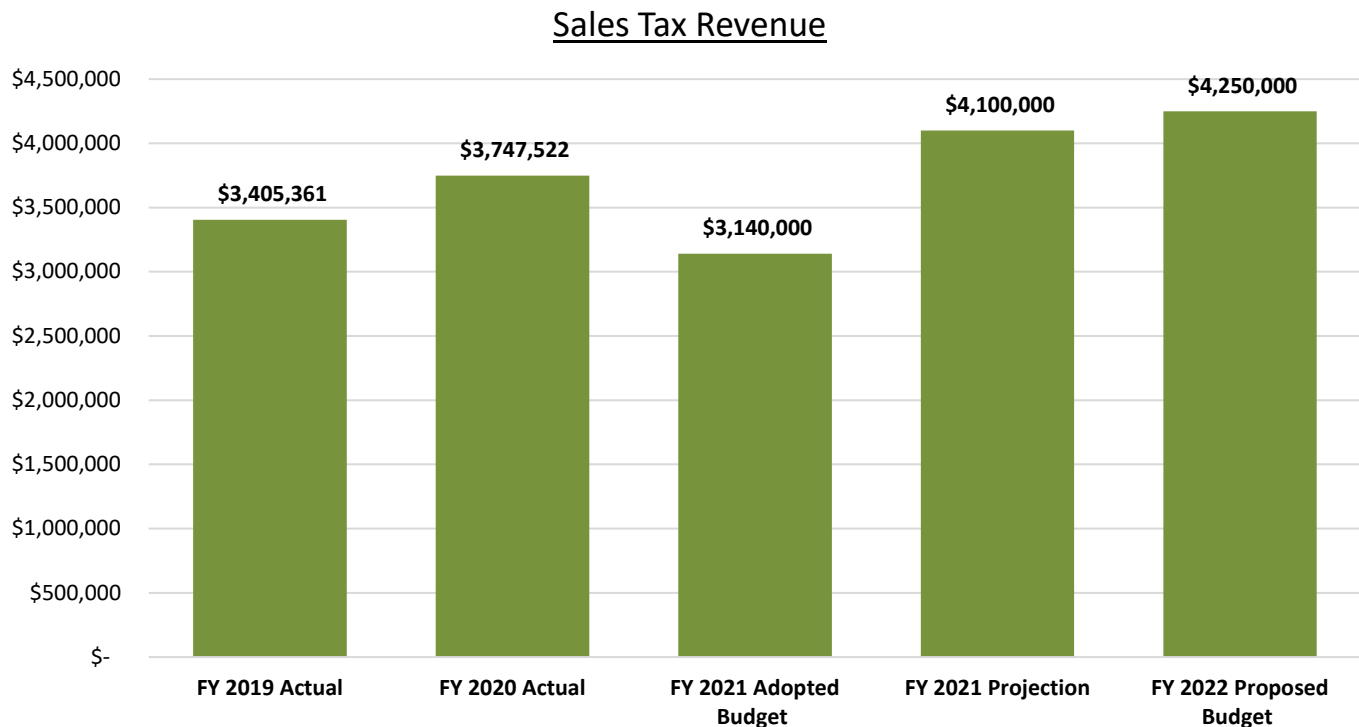


**Sales Tax Revenue** is budgeted at \$4,250,000. The City's sales tax rate is 8.25% for goods and services sold or delivered within the boundaries of the City. The tax is collected by businesses making the sale and is remitted to the State Comptroller of Public Accounts on a monthly, quarterly, or annual basis.

Of the 8.25% tax, the State retains 6.25% and distributes 2% to the City. The 2% is allocated in the following categories:

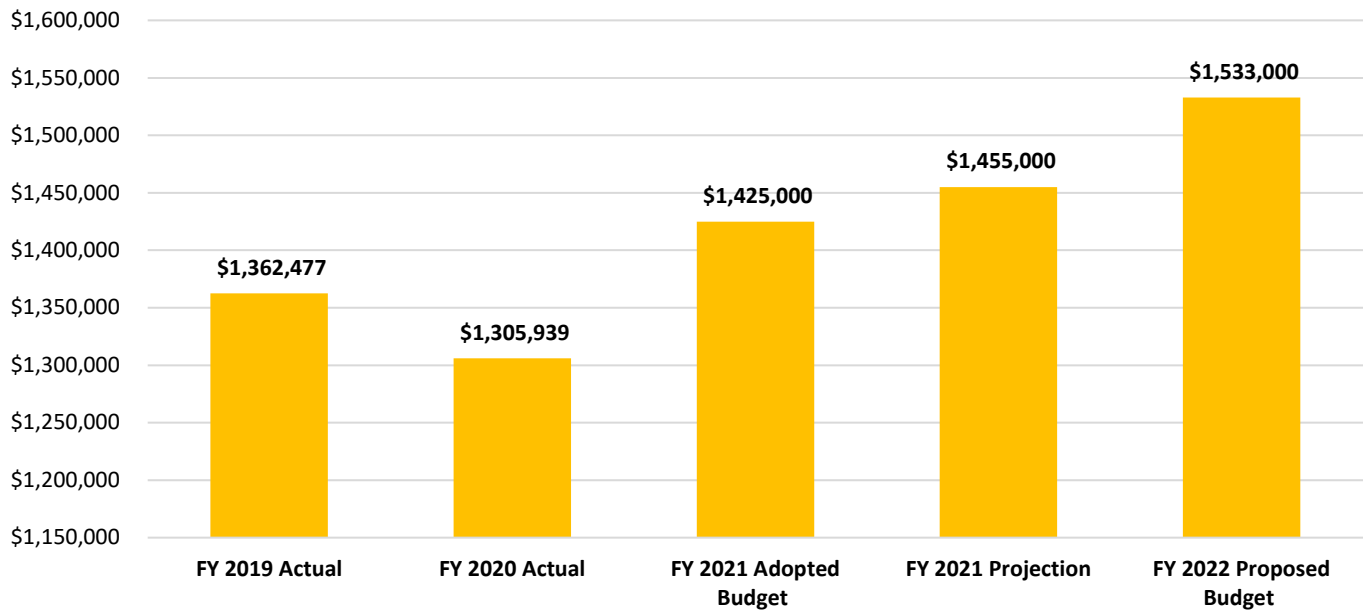
- 1.00% is used for general City operating purposes
- 0.50% is transferred to the Taylor Economic Development Corporation
- 0.50% is used for property tax relief and is included in the sales tax total budgeted in the General Fund

Sales tax revenues for FY 2021 have been much higher than the conservatively budgeted amount, and it is estimated that actual collections for the fiscal year will be approximately \$4,100,000. Sales tax revenues in the FY 2022 budget are 3.7% more than the estimated collections in FY 2021.



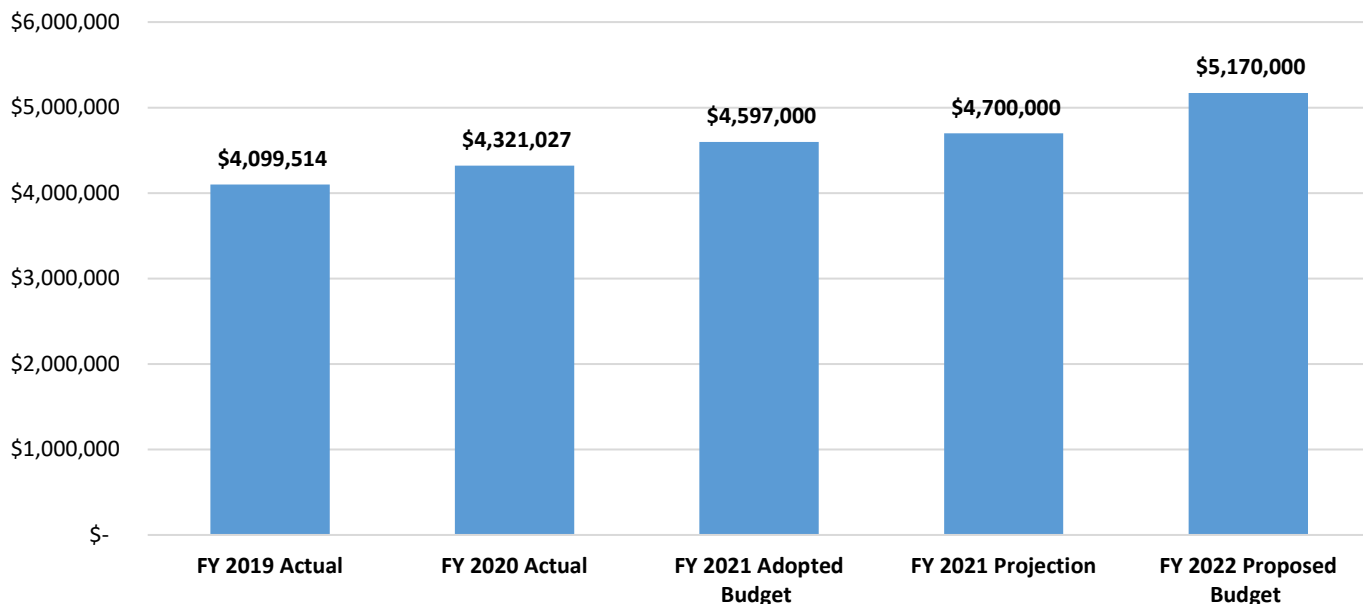
**Service Charges** are fees paid for by the users of the service and are set at a level to cover the cost of the service provided.

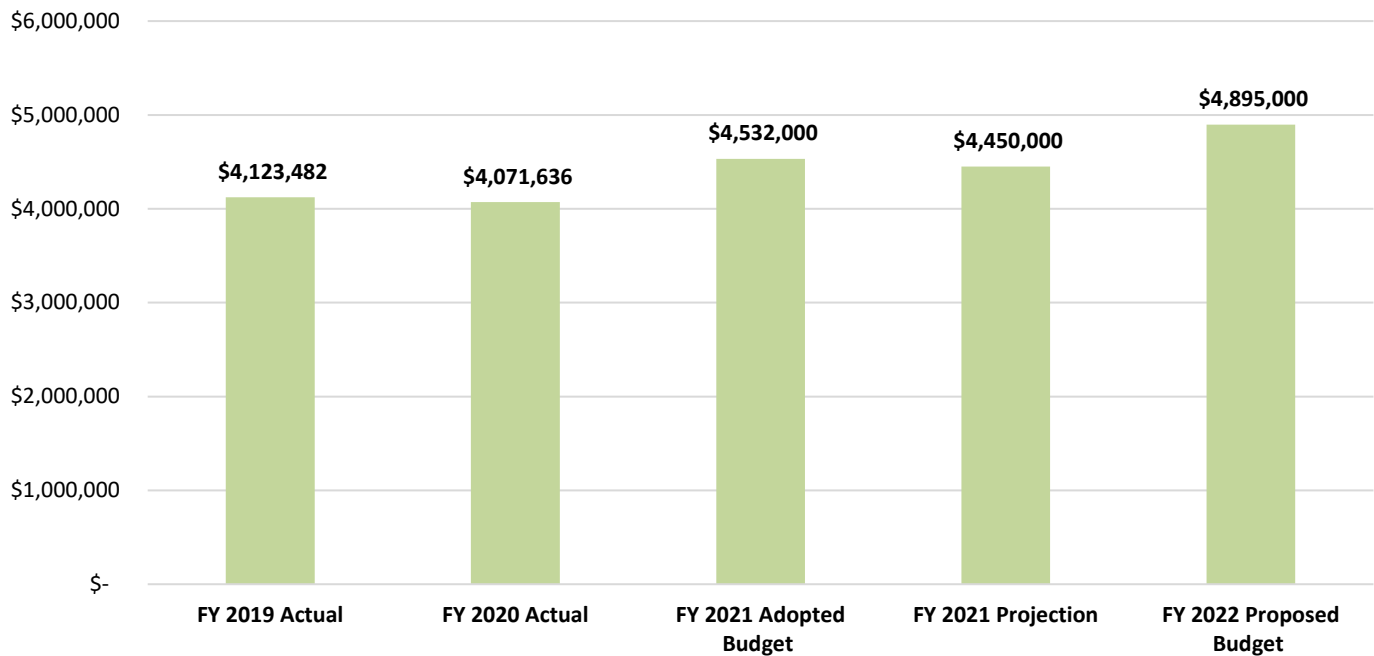
### Refuse Collection Revenues



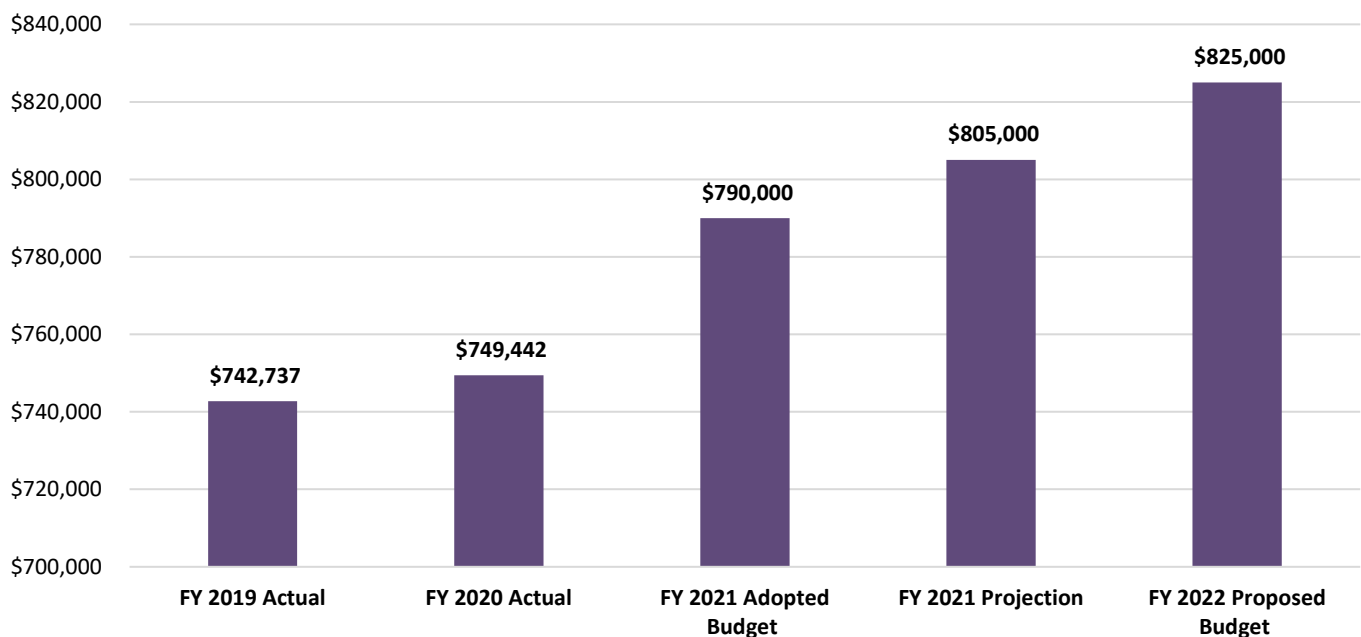
**Utility Revenues** are primarily derived from user charges. User charges are assessed to water, wastewater and sanitation customers based on the amount of water used by premises connected to the utility system and the level of sanitation service received. User charges for water and wastewater are budgeted at \$10,065,000. This represents a 10% increase relative to FY 2021 budget. User charges for sanitation customers is budgeted at \$1,533,000, an 8% increase over the FY 2021 budget.

### Water Service Revenues



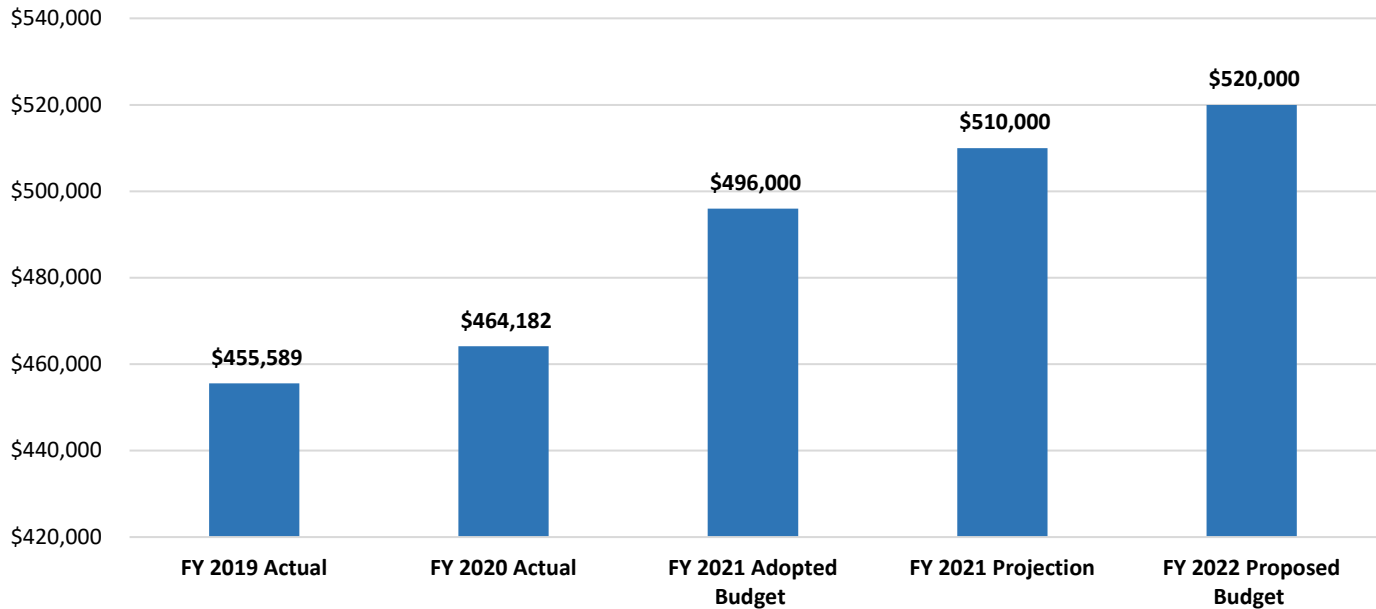
Sewer Service Revenues

**Transportation User Fee (TUF)** is a fee assessed to each property based on the impact the use of the property has on the transportation system in the City. TUF fees collected are restricted in their use by ordinance for the maintenance and operation of the street and transportation system. TUF fees are budgeted at \$825,000 in FY 2022 and is 4.4% more than the previous year budget.

Transportation User Fee (TUF) Revenues

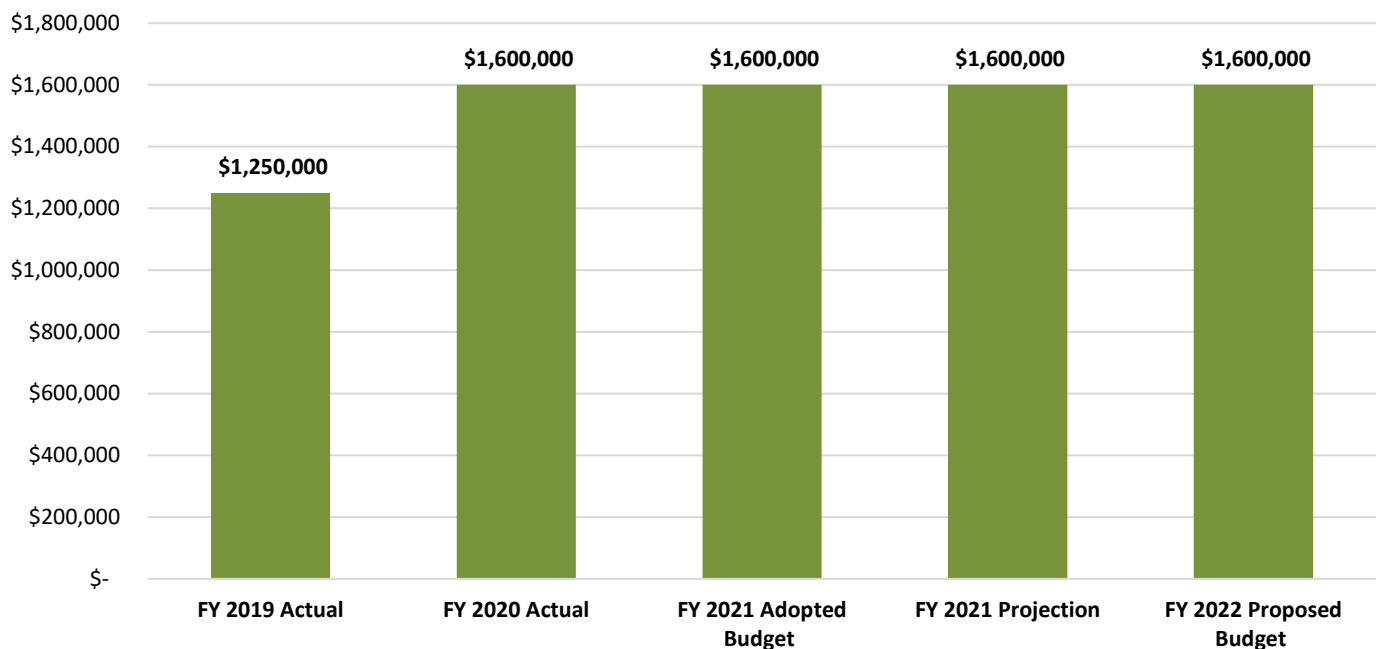
**Municipal Drainage Utility System (MDUS)** fee is assessed to each property based on the size of the property and the impact the property has on the drainage system of the City. MDUS fees collected are restricted in their use by ordinance for the maintenance and operation of the City's drainage system.

### Drainage Revenues



**Interfund Transfers** include transfers between funds to cover the cost of services provided to the fund from cost categories charged to the receiving fund. The biggest interfund transfer budgeted in FY 2022 is from the Utility Fund to the General fund to cover the costs charged in the General Fund that are used to support the operations of the Utility Fund.

### Utility Interfund Transfer Revenues

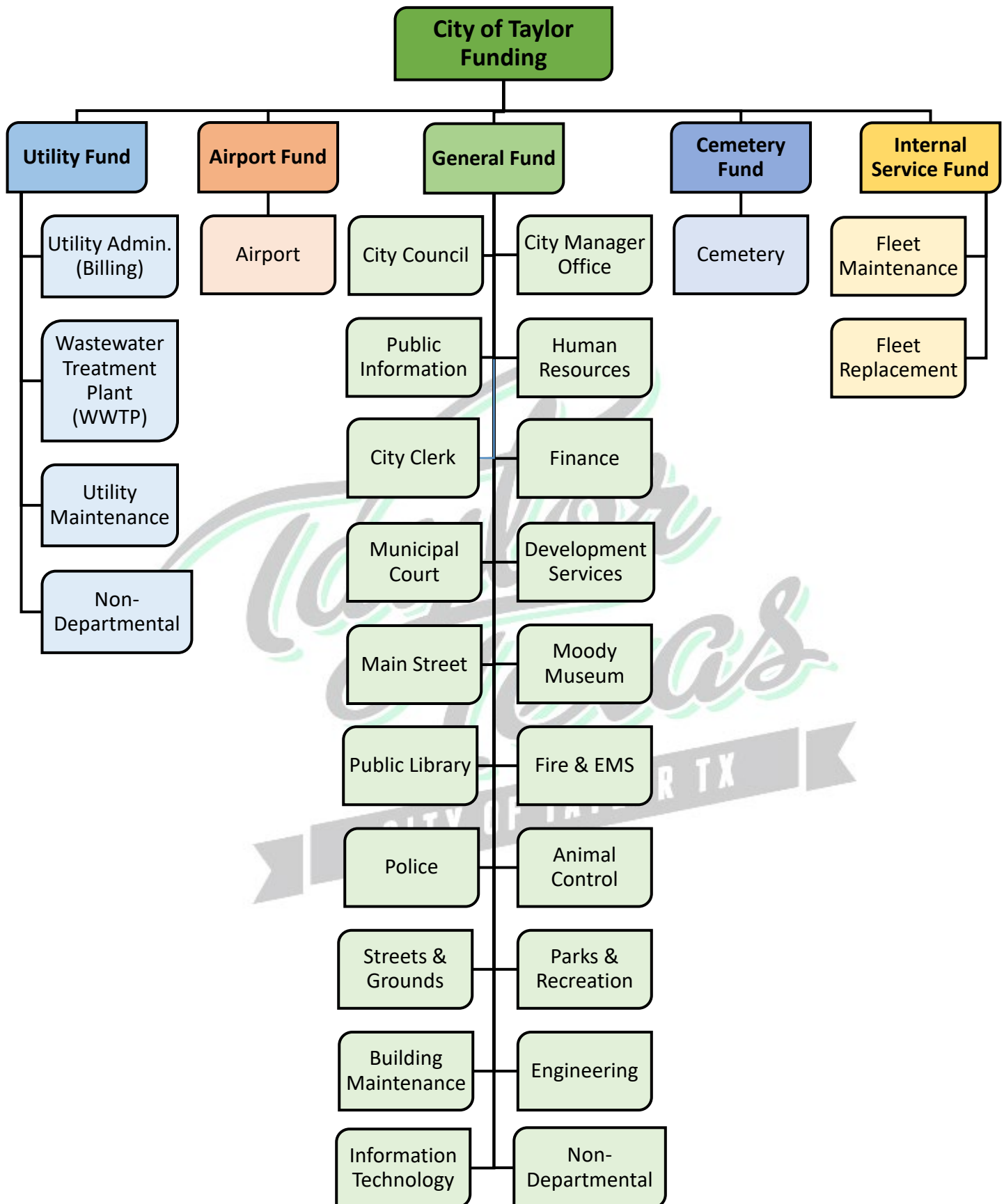


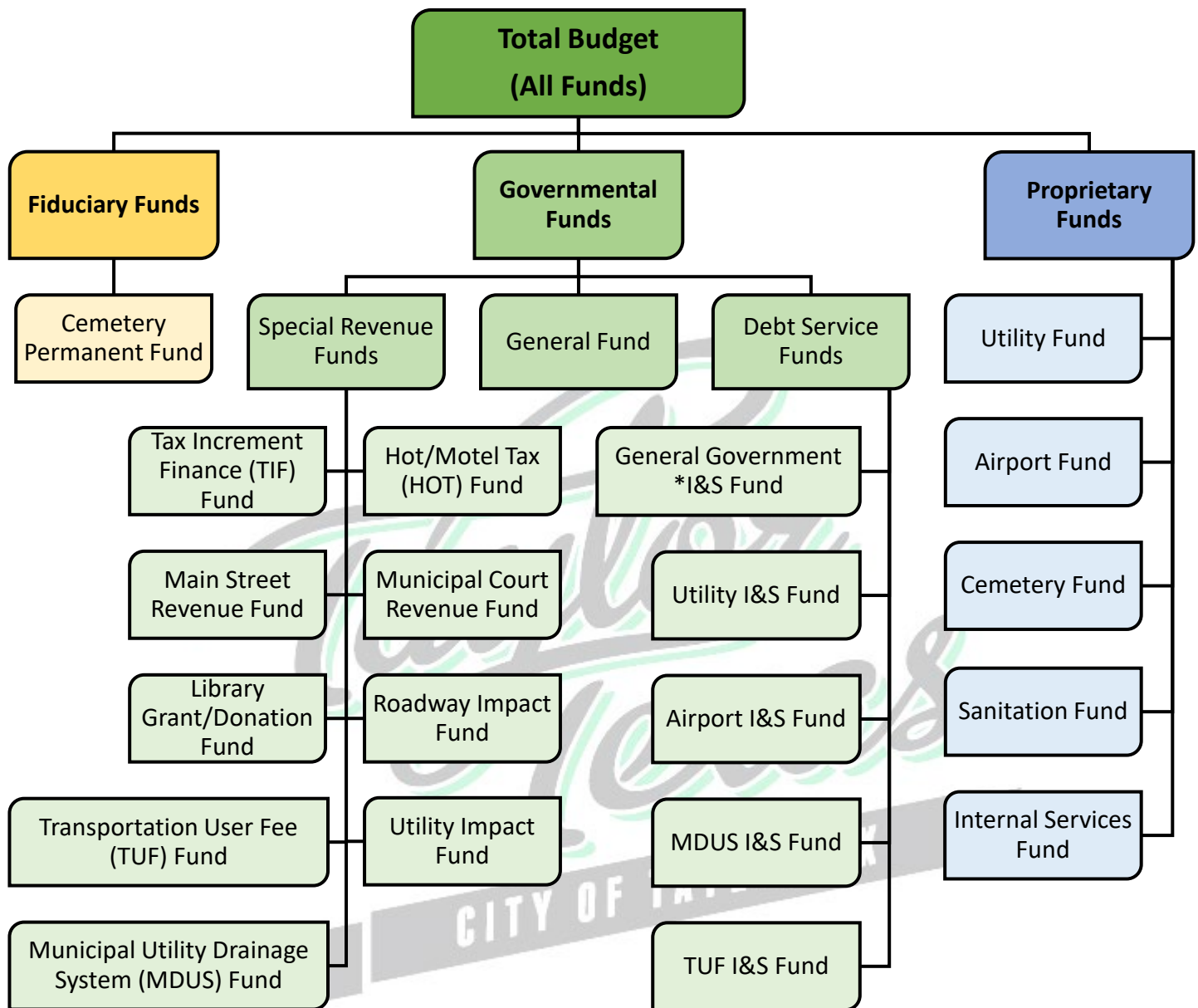
| Main Funds                         | Beginning Fund<br>Balance<br>Projection | Revenues and<br>Sources Budgeted | Expenditures and<br>Uses Budgeted | Balance Projected | Ending Fund<br>Balance Projected |
|------------------------------------|---|----------------------------------|-----------------------------------|-------------------|----------------------------------|
| <b>Governmental Funds</b>          |   |                                  |                                   |                   |                                  |
| <b>Governmental Funds</b>          |   |                                  |                                   |                   |                                  |
| General Fund                       | 5,173,649                               | 16,926,632                       | 16,922,684                        | 3,948             | 5,177,597                        |
| <b>Governmental Funds Total</b>    | <b>5,173,649</b>                        | <b>16,926,632</b>                | <b>16,922,684</b>                 | <b>3,948</b>      | <b>5,177,597</b>                 |
| <b>Special Revenue Funds</b>       |   |                                  |                                   |                   |                                  |
| Hotel-Motel Tax Fund               | 48,863                                  | 190,000                          | 204,000                           | (14,000)          | 34,863                           |
| Library Grant/Donation Fund        | 331,420                                 | 700                              | 2,050                             | (1,350)           | 330,070                          |
| Main Street Revenue Fund           | 66,175                                  | 108,100                          | 108,100                           | -                 | 66,175                           |
| Municipal Court Revenue Funds      | 82,460                                  | 19,000                           | 9,712                             | 9,288             | 91,748                           |
| Municipal Utility Drainage Fund    | 200,808                                 | 522,500                          | 513,600                           | 8,900             | 209,708                          |
| Roadway Impact Fund                | 320,274                                 | 60,000                           | 60,000                            | -                 | 320,274                          |
| Tax Increment Financing (TIF)      | 205,584                                 | 411,500                          | 408,032                           | 3,468             | 209,052                          |
| Transportation Fund (TUF)          | 540,781                                 | 828,000                          | 821,319                           | 6,681             | 547,462                          |
| Utility Impact Fund                | 2,273,543                               | 425,000                          | 160,000                           | 265,000           | 2,538,543                        |
| <b>Special Revenue Funds Total</b> | <b>4,069,908</b>                        | <b>2,564,800</b>                 | <b>2,286,813</b>                  | <b>277,987</b>    | <b>4,347,895</b>                 |
| <b>Debt Service Funds</b>          |   |                                  |                                   |                   |                                  |
| General Government I&S Funds       | 703,272                                 | 3,233,000                        | 3,195,350                         | 37,650            | 740,922                          |
| <b>Debt Service Funds Total</b>    | <b>703,272</b>                          | <b>3,233,000</b>                 | <b>3,195,350</b>                  | <b>37,650</b>     | <b>740,922</b>                   |
| <b>Governmental Funds Total</b>    | <b>9,946,829</b>                        | <b>22,724,432</b>                | <b>22,404,847</b>                 | <b>319,585</b>    | <b>10,266,414</b>                |
| <b>Proprietary Funds</b>           |   |                                  |                                   |                   |                                  |
| <b>Proprietary Funds</b>           |   |                                  |                                   |                   |                                  |
| Airport                            | 543,951                                 | 459,200                          | 455,130                           | 4,070             | 548,021                          |
| Cemetery Fund                      | 42,837                                  | 257,500                          | 258,566                           | (1,066)           | 41,771                           |
| Sanitation Fund                    | 249,280                                 | 1,977,600                        | 1,946,700                         | 30,900            | 280,180                          |
| Utility Fund                       | 4,554,119                               | 11,279,000                       | 11,278,918                        | 82                | 4,554,201                        |
| <b>Proprietary Funds Total</b>     | <b>5,390,187</b>                        | <b>13,973,300</b>                | <b>13,939,314</b>                 | <b>33,986</b>     | <b>5,424,173</b>                 |
| <b>Proprietary Funds Total</b>     | <b>5,390,187</b>                        | <b>13,973,300</b>                | <b>13,939,314</b>                 | <b>33,986</b>     | <b>5,424,173</b>                 |
| <b>Fiduciary Funds</b>             |   |                                  |                                   |                   |                                  |
| <b>Fiduciary Funds</b>             |   |                                  |                                   |                   |                                  |
| Cemetery Permanent Fund            | 654,861                                 | 13,500                           | 5,000                             | 8,500             | 663,361                          |
| <b>Fiduciary Funds Total</b>       | <b>654,861</b>                          | <b>13,500</b>                    | <b>5,000</b>                      | <b>8,500</b>      | <b>663,361</b>                   |
| <b>Fiduciary Funds Total</b>       | <b>654,861</b>                          | <b>13,500</b>                    | <b>5,000</b>                      | <b>8,500</b>      | <b>663,361</b>                   |
| <b>Grand Total</b>                 | <b>15,991,877</b>                       | <b>36,711,232</b>                | <b>36,349,161</b>                 | <b>362,071</b>    | <b>16,353,948</b>                |

| Other Funds                           | Beginning Fund<br>Balance Projection | Revenues and<br>Sources Budgeted | Expenditures and<br>Uses Budgeted | Balance Projected | Ending Fund<br>Balance Projected |
|---------------------------------------|--------------------------------------|----------------------------------|-----------------------------------|-------------------|----------------------------------|
| <b>Governmental Funds</b>             |                                      |                                  |                                   |                   |                                  |
| <b>Other Debt Service Funds</b>       |                                      |                                  |                                   |                   |                                  |
| Airport I&S Fund                      | -                                    | 104,594                          | 104,594                           | -                 | -                                |
| MDUS I&S Fund                         | -                                    | 275,450                          | 275,450                           | -                 | -                                |
| TIF I&S Fund                          | -                                    | 339,500                          | 339,500                           | -                 | -                                |
| TUF I&S Fund                          | -                                    | 290,519                          | 290,519                           | -                 | -                                |
| Utility I&S Fund                      | -                                    | 2,618,490                        | 2,618,490                         | -                 | -                                |
| <b>Other Debt Service Funds Total</b> | -                                    | <b>3,628,553</b>                 | <b>3,628,553</b>                  | -                 | -                                |
| <b>Governmental Funds Total</b>       | -                                    | <b>3,628,553</b>                 | <b>3,628,553</b>                  | -                 | -                                |
| <b>Proprietary Funds</b>              |                                      |                                  |                                   |                   |                                  |
| <b>Internal Services Funds</b>        |                                      |                                  |                                   |                   |                                  |
| Fleet Operating Fund                  | -                                    | 724,220                          | 719,705                           | 4,515             | 4,515                            |
| Fleet Replacement Fund                | -                                    | 2,347,922                        | 2,321,794                         | 26,128            | 26,128                           |
| <b>Internal Services Funds Total</b>  | -                                    | <b>3,072,142</b>                 | <b>3,041,499</b>                  | <b>30,643</b>     | <b>30,643</b>                    |
| <b>Proprietary Funds Total</b>        | -                                    | <b>3,072,142</b>                 | <b>3,041,499</b>                  | <b>30,643</b>     | <b>30,643</b>                    |
| <b>Grand Total</b>                    | -                                    | <b>6,700,695</b>                 | <b>6,670,052</b>                  | <b>30,643</b>     | <b>30,643</b>                    |

\*Other Funds including Other Debt Service Funds and Internal Services Funds are included in the Main Funds. These are noted separately as to not overstate the Main Funds Summary.







\*Interest & Sinking



## General Fund

|                        |     |
|------------------------|-----|
| Fund Summary           | 77  |
| City Council           | 81  |
| City Manager Office    | 85  |
| Public Information     | 91  |
| Human Resources        | 96  |
| City Clerk             | 101 |
| Finance                | 104 |
| Municipal Court        | 109 |
| Development Services   | 113 |
| Main Street            | 118 |
| Moody Museum           | 123 |
| Public Library         | 124 |
| Fire                   | 129 |
| Police                 | 134 |
| Animal Control         | 136 |
| Streets & Grounds      | 141 |
| Parks & Recreation     | 147 |
| Building Maintenance   | 152 |
| Engineering            | 156 |
| Information Technology | 158 |
| Non-Departmental       | 162 |

The General Fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenue include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, culture and recreation, and community development. **Revenues** are budgeted at \$16,926,632 with the primary revenues sources as follows:

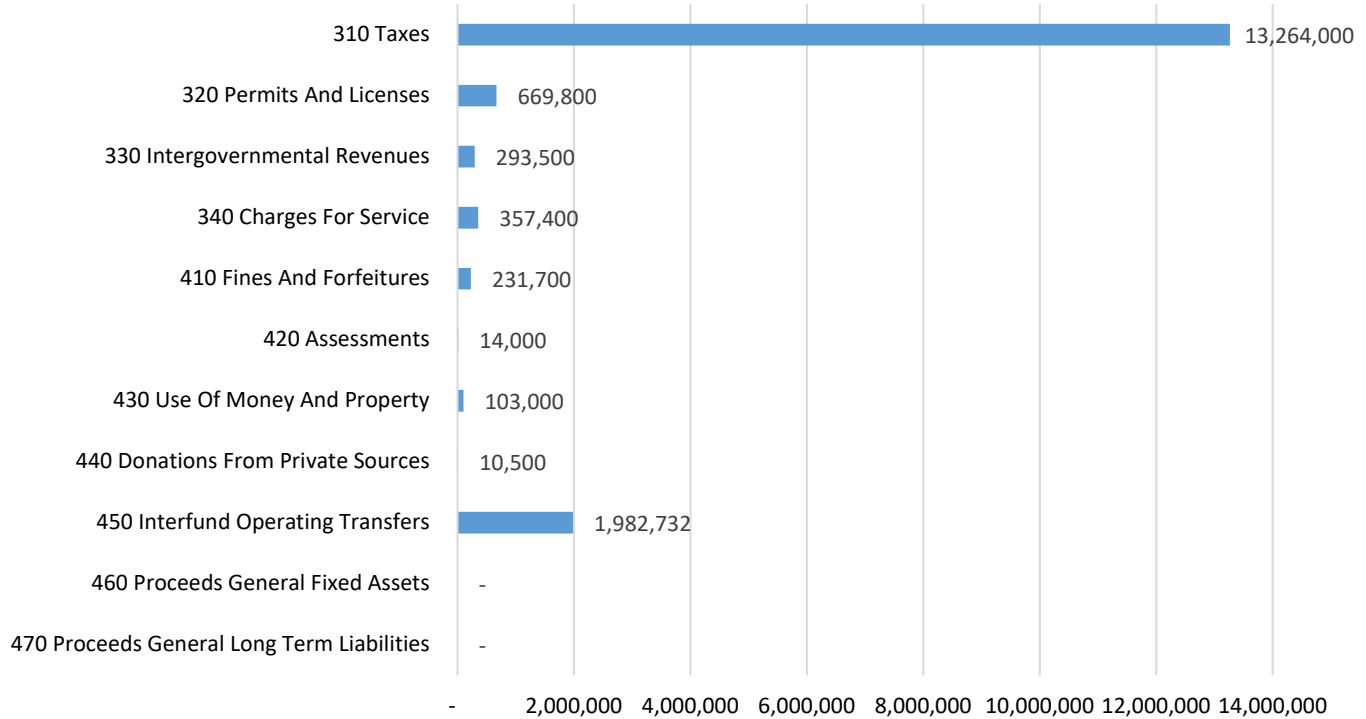
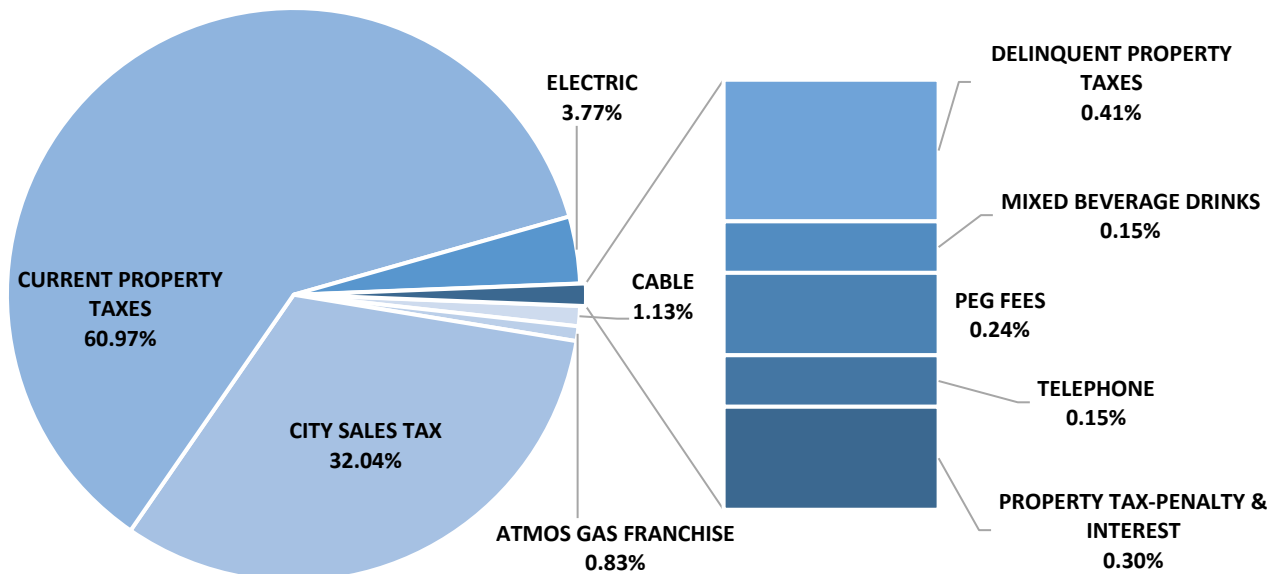
- **Ad Valorem Taxes** – Property tax collections are budgeted at \$8,087,000, an increase of \$590,000 from FY 2021 budget. The 2021 certified taxable value per the Williamson County Tax Appraisal District is \$1,470,132,537, with \$9,649,219 in value still under protest. Tax revenues in the General Fund are based on the assumption that sixty percent of the value under protest will be retained. These certified values include the captured property value of the Tax Increment Reinvestment Zone, and such value has been subtracted prior to any tax calculations. Property taxes account for approximately 48% of total revenue for governmental activities.
- **Sales Tax revenue** is budgeted at \$4,250,000, which is an increase of \$1,110,000 (35%) from the current budget. Sales tax revenues for FY 2021 have been much higher than the conservatively budgeted amount, and it is estimated that actual collections for the fiscal year will be approximately \$4,100,000. Sale tax revenues in the proposed FY 2022 budget are \$150,000, or 3.7% more than the estimated collections for the current fiscal year based on trends.
- **Franchise Taxes**, which consists of Electric, Cable, Telephone, Gas, and Mixed Beverage represents approximately 5% of General Fund revenues. This is the General Fund's fourth largest revenue source.
- **Permits and Licenses** are budgeted at \$669,800, as new development and construction are driving the 35% anticipated increase in budgeted revenues compared to the 2020-21 budgeted amount.
- Budgeted **Inter-Fund Transfers** covers the cost that the General Fund incurs due to providing staff support to the Enterprise Funds. The budgeted transfer of \$1,982,732 is a decrease of \$25,450 from the current fiscal year.

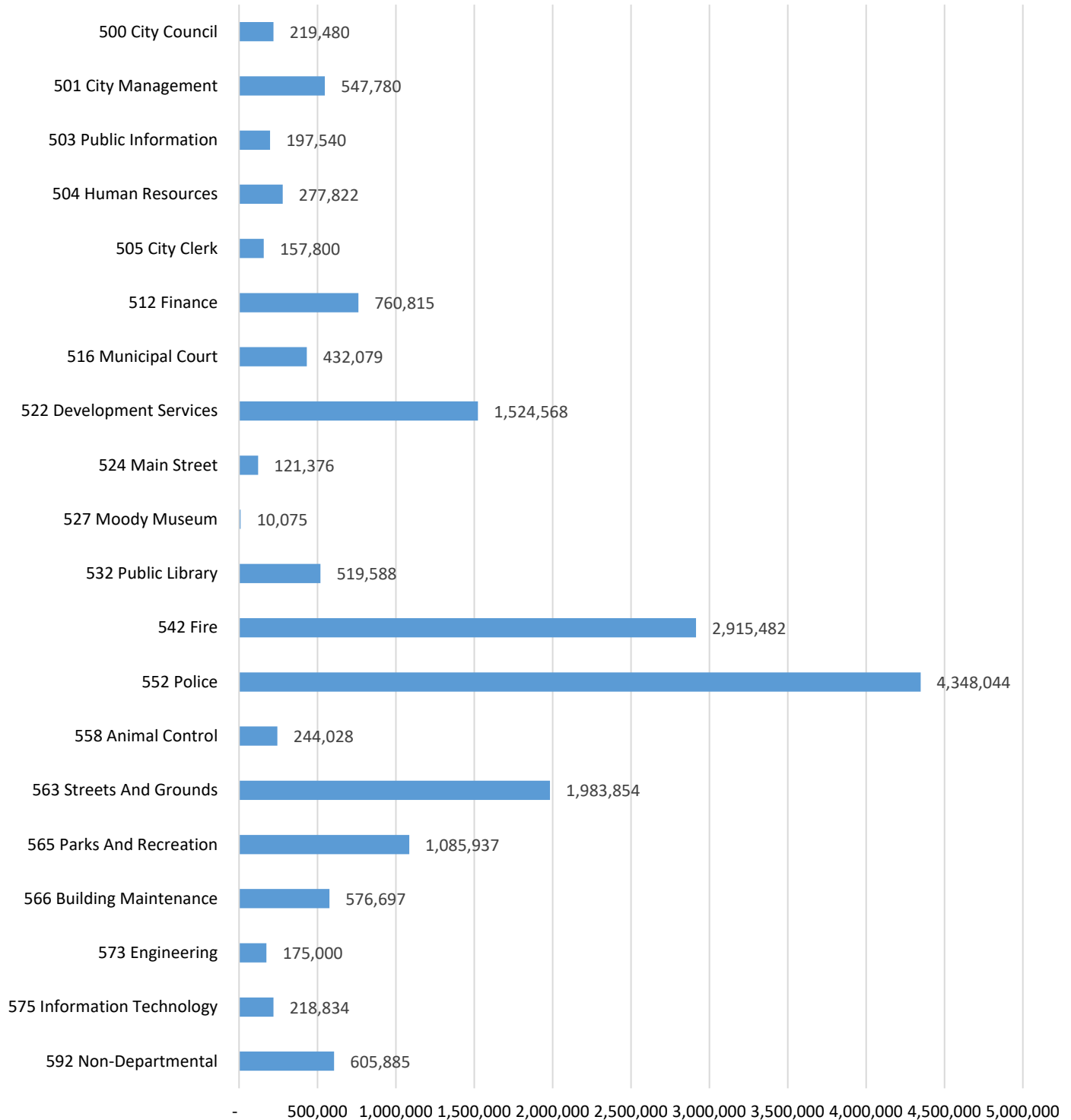
General Fund **expenditures** are budgeted at \$16,922,684; this is an increase of \$1,816,571 or 12% from the current year adopted budget. The increase reflects the conservative approach taken during the development of the FY 2021 budget compared to the more traditional approach taken for FY 2022. It also includes expenditures related to the full-year costs of items added during the current fiscal year, several increased program levels, and inflationary cost increases. A few budget highlights include:

- A new position, Planner, \$64,600 and Neighborhood Design Consultant, \$50,000, have been added in Development Services to meet the growing community needs.
- Increased costs for contracted mowing services in Streets & Grounds are \$120,000.
- Additional offices in City Hall are needed and are budgeted in Building Maintenance for \$20,000.
- Because of the new housing developments in the City, the budget for water meters increased \$136,785 in the Utility Maintenance.

Fund balance is anticipated to remain at approximately \$5,173,649 with revenues near equal to expenditures.

| Fund Summary                                      | FY 2019<br>Actual | FY 2020 Actual    | FY 2021 Budget    | FY 2021<br>Estimate | FY 2022<br>Adopted<br>Budget |
|---|-------------------|-------------------|-------------------|---------------------|------------------------------|
| <b>310 Taxes</b>                                  |                   |                   |                   |                     |                              |
| ATMOS GAS FRANCHISE                               | 107,336           | 102,435           | 110,000           | 110,000             | 110,000                      |
| CABLE   | 117,738           | 147,763           | 150,000           | 150,000             | 150,000                      |
| CITY SALES TAX                                    | 3,405,361         | 3,747,522         | 3,140,000         | 4,100,000           | 4,250,000                    |
| CURRENT PROPERTY TAXES                            | 6,609,239         | 7,385,308         | 7,497,000         | 7,600,000           | 8,087,000                    |
| DELINQUENT PROPERTY TAXES                         | 72,183            | 59,251            | 55,000            | 62,000              | 55,000                       |
| ELECTRIC  | 502,686           | 493,223           | 520,000           | 500,000             | 500,000                      |
| MIXED BEVERAGE DRINKS                             | 16,303            | 16,938            | 15,000            | 20,000              | 20,000                       |
| OCCUP. TAX/MOBILE HOMES                           | -                 | -                 | -                 | -                   | -                            |
| OCCUPANCY TAX/SKILL GAMES                         | 15                | -                 | -                 | -                   | -                            |
| PEG FEES  | 31,688            | 32,196            | 31,000            | 32,000              | 32,000                       |
| TELEPHONE   | 40,349            | 29,717            | 54,000            | 17,000              | 20,000                       |
| PROPERTY TAX-PENALTYANDINTEREST                   | 40,260            | 57,628            | 40,000            | 40,000              | 40,000                       |
| SOLID WASTE COLLECTION                            | -                 | -                 | -                 | -                   | -                            |
| <b>310 Taxes Total</b>                            | <b>10,943,158</b> | <b>12,071,981</b> | <b>11,612,000</b> | <b>12,631,000</b>   | <b>13,264,000</b>            |
| <b>320 Permits And Licenses</b>                   | <b>492,516</b>    | <b>841,181</b>    | <b>494,800</b>    | <b>868,000</b>      | <b>669,800</b>               |
| <b>330 Intergovernmental Revenues</b>             | <b>173,596</b>    | <b>151,977</b>    | <b>196,600</b>    | <b>395,067</b>      | <b>293,500</b>               |
| <b>340 Charges For Service</b>                    | <b>307,088</b>    | <b>223,699</b>    | <b>272,400</b>    | <b>326,400</b>      | <b>357,400</b>               |
| <b>410 Fines And Forfeitures</b>                  | <b>301,684</b>    | <b>192,865</b>    | <b>266,500</b>    | <b>170,000</b>      | <b>231,700</b>               |
| <b>420 Assessments</b>                            | <b>19,169</b>     | <b>3,929</b>      | <b>13,000</b>     | <b>503,500</b>      | <b>14,000</b>                |
| <b>430 Use Of Money And Property</b>              | <b>323,554</b>    | <b>343,562</b>    | <b>231,000</b>    | <b>694,343</b>      | <b>103,000</b>               |
| <b>440 Donations From Private Sources</b>         | <b>117,862</b>    | <b>119,234</b>    | <b>12,500</b>     | <b>10,500</b>       | <b>10,500</b>                |
| <b>450 Interfund Operating Transfers</b>          | <b>1,634,200</b>  | <b>2,135,150</b>  | <b>2,008,182</b>  | <b>2,008,182</b>    | <b>1,982,732</b>             |
| <b>460 Proceeds General Fixed Assets</b>          | <b>595</b>        | <b>10</b>         | <b>-</b>          | <b>-</b>            | <b>-</b>                     |
| <b>470 Proceeds General Long Term Liabilities</b> | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>            | <b>-</b>                     |
| <b>Revenue by Categories Total</b>                | <b>14,313,423</b> | <b>16,083,588</b> | <b>15,106,982</b> | <b>17,606,992</b>   | <b>16,926,632</b>            |

**FY 2022 General Fund Revenues****310 Taxes Revenue Detail**

**FY 2022 General Expenditures by Department**





*Left to Right: Mayor Pro-Tem Anderson, Mayor Rydell, Council Member Ariola, Council Member Drummond, Council Member Garcia*

### **Mission & Vision:**

The City of Taylor provides a full range of services to its citizens. The primary objective of City government is to provide services to the citizens of Taylor at the lowest reasonable cost. The City Council further refined this objective into the following mission statement:

“To be a productive, fiscally responsible organization that takes proactive steps to ensure economic growth and the safety, well-being, and success of Taylor residents and the growth of business. Our Vision for Taylor is a vibrant and diverse community that provides residents the best lifestyle Texas has to offer.”

Pursuant to the mission statement, City Council’s vision is: “Taylor is a vibrant, diverse, friendly, growing community that has retained our historic character and small-town feel. We are financially stable and known for our...

- Exceptional mobility/connectivity
- Diversity of housing and businesses
- Beautiful parks
- Engaged citizens
- Facilities and program for people in every stage of life”

The City Council detailed strategies within five goals to implement the mission and vision statements:

- Financial – To be good stewards of the City’s resources
  - Explore alternative/new revenue streams and funding
  - Increase and diversify the tax base
- Customer – Our residents and businesses are proud to call Taylor home
  - Promote the City’s history, benefits, and amenities internally and externally to develop sense of civic pride
  - Establish and promote our Brand
- Internal Process – Our clearly defined processes and procedures make it easy to do business with the city
  - Document and optimize processes/procedures
  - Improve access to policies/procedures
- Employee – Our knowledgeable, engaged employees deliver an exceptional customer experience by doing a job they love

- Create a Talent Management Strategy (attract, develop, recognize, retain, and value) that establishes Taylor as an employer of choice
- Promote the Vision of Council, create focus on big picture and organizational culture
- Culture – Our friendly, welcoming environment attracts residents, businesses, and visitors
  - Increase citizen engagement
  - Attract investment and visitors
  - Sustainable growth/maintain rich heritage

### **Department Description:**

The City of Taylor is a home rule city which operates under a Council-Manager form of government. Policy-making and legislative authority are vested in the City Council consisting of the five Council members. Responsibilities of the City Council include:

- Adopting the annual budget and ad valorem tax rate to include the general objectives for the City program activities and service levels.
- Appoints the City Manager, City Attorney, Municipal Court Judge and various citizen boards and commissions.
- Adopts and updates the Strategic Plan as a framework for policy direction.
- Reviews/adopts all City ordinances and resolutions.
- Establishes the fees and rates for City goods and services.
- Approves capital improvement projects and contracts as prescribed by the City Charter and State law.
- Establishes goals and policies to improve the quality of life of the citizens of Taylor.

Council members serve staggered three-year terms. Four of the Council members are elected by single member districts with the remaining council member being elected at-large. After each election, the five members of the Council select from themselves a Mayor and a Mayor Pro-Tem to serve a one-year term.

### **FY 2022 Budget Highlights:**

#### **Employee Talent Management and Financial Strategies**

- Approve wage adjustment for Public Safety to 95% of the market rate
- Approve 3% Cost-of-Living-Adjustment:
  - General Fund (non-civil service)

#### **Internal Process Improvement**

- Memberships & Dues for the following organizations:
 

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>○ Interagency Council of East Williamson County</li> <li>○ Hispanic Council Association</li> </ul> | <ul style="list-style-type: none"> <li>○ Capital Area Council of Governments</li> <li>○ Texas Municipal League (TML)</li> <li>○ Chamber of Commerce</li> </ul> |
|---|--|

#### **Customer and Culture Strategies**

- Contributions to the following Civic Programs:
  - [Literacy Council Williamson County](#)

**FY 2021****Major Accomplishments**

- ☑ Focused on maintaining staffing levels by funding COLAs and implement compensation recommendations
- ☑ Completed and opened new Dickey-Givens Community Center
- ☑ Completed most of the major capital improvements from the 2019 Bond projects
- ☑ Successfully led and navigated the City through the COVID-19 Pandemic
- ☑ Maintained staff levels and projects during the pandemic
- ☑ Continued to ensure financial stability of the City by maintaining AA-bond rating
- ☑ Adopted downtown Parklet program
- ☑ Completed Growth Summit meetings to prepare for growth
- ☑ Provided for Diversity, Equity, and Inclusion assessment
- ☑ Implemented new utility rate update, to stabilize utility fund and allow for additional projects to be funded
- ☑ Successfully managed City through COVID-19
- ☑ Hired consultant to complete a Diversity, Equity, and Inclusion assessment of the organization
- ☑ Appointed board members and completed reappointments for Taylor boards
  - Williamson / Burnet Counties Opportunities Program
  - Combined Community Action
  - CAMPO Work Program
  - Hope Alliance (Williamson County Crisis Center)
  - United Seniors of Taylor
  - The Shepherd's Heart

**FY 2022****Major Goals & Objectives**

- ☐ Implement code updates and any other programs as needed from the adoption of the new Comprehensive Plan
- ☐ Focus on growth management and strong town philosophy
- ☐ Adopt list of projects to be funded through next bond issuance
- ☐ Continue street maintenance and improvements
- ☐ Compete new quality life improvements with the Robinson Park Restroom, lighting project at Skatepark and Robinson Basketball Court and TRP/Doak Phase II projects
- ☐ Drive areas within strategic pillars

| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|------------------|------------------|--------------------|
| Employee Services               | 24,319             | 27,363             | 28,774                | 44,450           | -                | 44,450             |
| Operational Supplies            | 9,316              | 18,280             | 19,300                | 24,530           | -                | 24,530             |
| Facility Operations & Maint.    | 2,438              | 2,880              | 3,000                 | 3,000            | -                | 3,000              |
| Contract Services & Fees        | 195,287            | 111,300            | 142,300               | 111,600          | -                | 111,600            |
| Contributions & Contingencies   | 44,265             | 35,765             | 35,765                | 35,900           | -                | 35,900             |
| <b>Total Department Budget:</b> | <b>275,625</b>     | <b>195,588</b>     | <b>229,139</b>        | <b>219,480</b>   | <b>-</b>         | <b>219,480</b>     |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

| Performance Measures                                    | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>                                  |                    |                       |                    |
| Proclamation/Recognitions prepared                      | 17                 | 14                    | 20                 |
| Reports prepared (monthly, special event, etc.)         | 13                 | 12                    | 12                 |
| Council meeting Agendas posted                          | 30                 | 35                    | 30                 |
| Council meeting minutes prepared and approved           | 30                 | 35                    | 30                 |
| Open Records Requests filled                            | 155                | 250                   | 200                |
| <b><u>Effectiveness:</u></b>                            |                    |                       |                    |
| Board appointments scheduled, prepared, and updated     | 38                 | 40                    | 38                 |
| <b><u>Efficiencies:</u></b>                             |                    |                       |                    |
| % Reports timely submitted                              | 100%               | 100%                  | 100%               |
| % Open Records Requests fulfilled                       | 100%               | 100%                  | 100%               |
| % Council Agendas drafted, posted, and Minutes prepared | 100%               | 100%                  | 100%               |



*Deputy City Manager Jeff Jenkins*



*City Manager Brian LaBorde and  
Mayor Brandt Rydell*

### **Mission:**

To be a productive, fiscally responsible organization that takes proactive steps to ensure economic growth and the safety, well-being, and success of Taylor residents and the growth of business while providing quality customer service.

### **Department Description:**

The [City Manager](#) provides administration and management services for all city departments while executing the policies and objectives formulated by the City Council. As the Chief Executive Officer, the City Manager is directly responsible to the City Council. The City Manager's primary charge is the day-to-day operation of the City through the coordination of all City Department activities and functions that include:

- Ensure responsible organizational and fiscal management of the City.
- Effectively implement and administer the goals and policies established by the City Council.
- Advise City Council on reliable methods of responding to community needs.
- Ensure responses to Citizen requests are handled efficiently.
- Improve customer service

The **Deputy City Manager** provides assistance to the City Manager in planning, organization and the directions of City programs, departments, and services. This position also has the responsibility to:

- Assist in the implementation of policies established by the City Council and City Manager. Direct City Departments as assigned by the City Manager.
- Ensure departments are providing effective, efficient, and friendly customer service.
- Serves as Acting City Manager in the absence of the City Manager.

The **Executive Assistant to the City Manager** provides additional support to the City Manager in general administrative activities.

- Provide responsible, confidential, and administrative support to the City Manager and Assistant City Manager.
- Coordinates activities and schedules for City Manager.
- Coordinate programs, events, or conferences by arranging for facilities and caterer, issuing information or invitations.
- Imparts information, responds to inquiries, receives complaints, and resolves problems.

The **City Attorney** provides legal counsel and advice to the Mayor and City Council and City Manager in matters related to City business or City policy. This position is a contract for services that include:

- All actions in the Municipal Court of Record.
- Serve as the City's legal advisor and represents the City in litigation.
- Keep current on recent developments in municipal law.
- Draft and prepare contracts, resolutions, ordinances, and other legal documents as needed.
- Attend City Council meetings as needed.

### **FY 2022 Budget Highlights:**

|  |
|--|
| <b>Internal Process Improvement / Employee Talent Management</b> |
|--|

- City Council Strategic Retreat
- Memberships & Dues including the following organizations:
  - International City/County Manager Association (ICMA)
  - Texas City Manager Association (TCMA)
  - Chamber of Commerce
- Professional Conferences including:
  - International City Manager Association Conference
  - Texas City Manager Association Conference
- Workshop Training:
  - Williamson County Growth Summit
  - Continuing Education in City Management
  - Texas State Library and Archives Commission (TSLAC) Records Retention Training



| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|------------------|------------------|--------------------|
| Employee Services               | 624,156            | 631,715            | 646,752               | 529,955          | -                | 529,955            |
| Operational Supplies            | 30,431             | 28,500             | 27,700                | 14,000           | -                | 14,000             |
| Facility Operations & Maint.    | 2,593              | 2,800              | 2,200                 | 1,825            | -                | 1,825              |
| Equip. Operations & Maint.      | 2,007              | 1,500              | 2,000                 | 1,500            | -                | 1,500              |
| Contract Services & Fees        | 18,425             | 3,500              | 3,500                 | 500              | -                | 500                |
| Capital Outlay                  | -                  | -                  | -                     | -                | -                | -                  |
| Contributions & Contingencies   | -                  | -                  | -                     | -                | -                | -                  |
| <b>Total Department Budget:</b> | <b>677,611</b>     | <b>668,015</b>     | <b>682,152</b>        | <b>547,780</b>   | <b>-</b>         | <b>547,780</b>     |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



**FY 2021****Major Accomplishments**

- ☑ Implemented new utility rate update, to stabilize utility fund and allow for additional projects to be funded
- ☑ Successfully managed City through COVID-19
- ☑ Hired consultant to complete a Diversity, Equity, and Inclusion assessment of the organization
- ☑ Awarded funding for CDBG grant funding for design and construction dollars to replace Old Coupland Road water line
- ☑ Successfully negotiated an Interlocal Agreement with Williamson to relocate two major water line in Taylor saving Taylor capital improvement dollars for other projects
- ☑ Updated the Street maintenance program for 2021
- ☑ Completed majority of construction projection from the 2019 Infrastructure Bond for streets, drainage, utilities, and general fund projects
- ☑ Completed construction and opened new Dickey-Givens Community Center
- ☑ Completed updated Parks Master for three major parks Bull Branch, Robinson, and Murphy Parks
- ☑ Completed design and bids for quality-of-life projects: Robinson Park Restroom, lighting at Robinson Park Basketball Courts, lighting at Pierce Park Skatepark, and Taylor Regional Park/Doak Park Phase II improvements
- ☑ Finished Comprehensive Plan Update, which was first update since 2004
- ☑ Funded 3% pay adjustment and adjusted employee salaries with Public Safety to the 95% level
- ☑ Facilitated new housing development at the Grove at Bull Creek and Castlewood
- ☑ Updated the CIP for the coming year
- ☑ In next year's budget funded two new positions at City Hall: Planner and Purchasing/Project Accountant to help keep up with growth and maintained funding for Victim Services Position within the Police Department

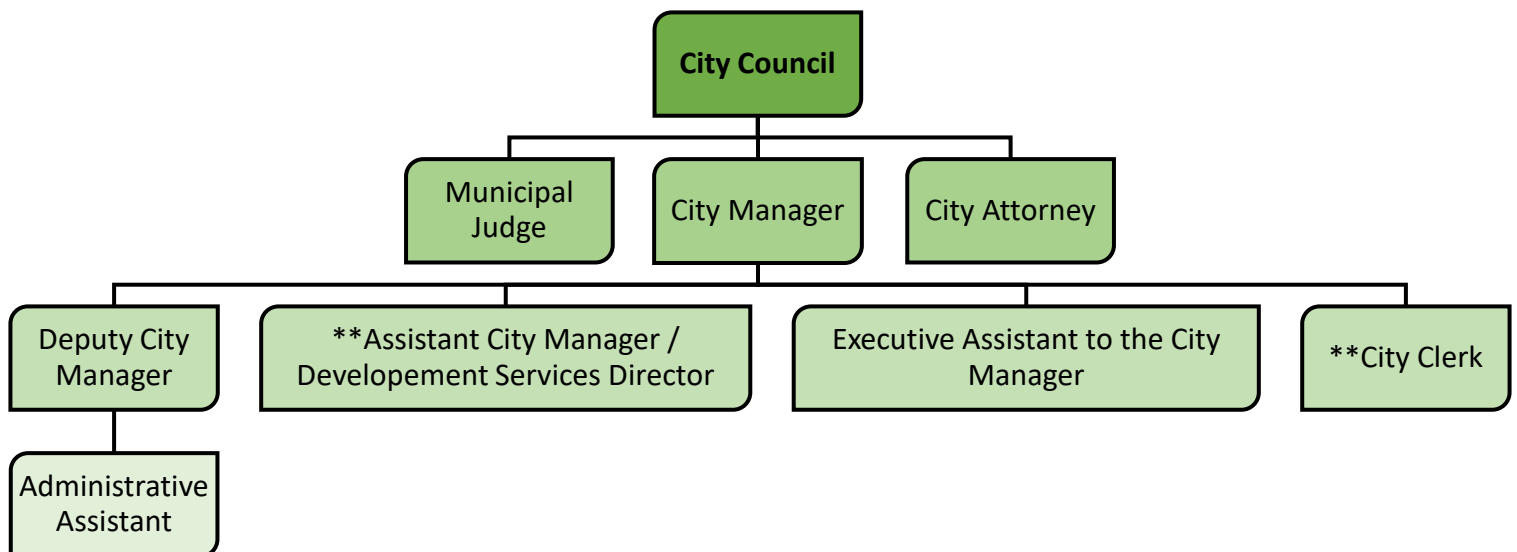
**FY 2022****Major Goals & Objectives**

- ☐ Implement code updates and any other programs as needed from the adoption of the new Comprehensive Plan
- ☐ Review/update the CIP and look at next phase of projects to implement with available bonding capacity
- ☐ Complete Drainage, Water and Wastewater master plan updates
- ☐ Complete construction on all the 2019 Infrastructure Bond projects
- ☐ Finish by constructing quality of life improvements with Robinson Park Restroom, lighting projects and Taylor Regional Park/Doak Park Phase II Improvements
- ☐ Update the compensation study
- ☐ Received DEI assessment and implement training recommendations from consultants
- ☐ Continue to look for opportunities implement technology improvements
- ☐ Update the Road and Utility Impact Fees
- ☐ Review and implement changes to Park Dedication fees
- ☐ Continue to build upon partnerships within the community, state, and national partners

| Personnel Summary                       | FY 18-19    | FY 19-20    | FY 20-21    | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---|-------------|-------------|-------------|------------------|---------------------|--------------------|
| City Manager                            | 1.00        | 1.00        | 1.00        | 1.00             |                     | 1.00               |
| Deputy City Manager                     | -           | 1.00        | 1.00        | 1.00             |                     | 1.00               |
| Assistant City Manager                  | 1.00        | -           | -           | -                |                     | -                  |
| Executive Assistant to the City Manager | 1.00        | 1.00        | 1.00        | 1.00             |                     | 1.00               |
| City Clerk                              | 1.00        | 1.00        | 1.00        | *-               | (1.00)              | -                  |
| Administrative Assistant                | 1.00        | 1.00        | 1.00        | *-               | (1.00)              | -                  |
|   | <b>5.00</b> | <b>5.00</b> | <b>5.00</b> | <b>3.00</b>      | <b>(2.00)</b>       | <b>3.00</b>        |

\* FY21-22 – City Clerk’s budget was removed from City Management and created as a separate budget.

### Organization Chart



\*\* Accounted for in the Development Services budget and City Clerk budget

| Performance Measures                                    | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>                                  |                    |                       |                    |
| Proclamation/Recognitions prepared                      | 17                 | 14                    | 20                 |
| Reports prepared (monthly, special event, etc.)         | 13                 | 12                    | 12                 |
| Council meeting Agendas posted                          | 30                 | 35                    | 30                 |
| Council meeting minutes prepared and approved           | 30                 | 35                    | 30                 |
| Open Records Requests filled                            | 155                | 250                   | 200                |
| <b><u>Effectiveness:</u></b>                            |                    |                       |                    |
| Board appointments scheduled, prepared, and updated     | 38                 | 40                    | 38                 |
| <b><u>Efficiencies:</u></b>                             |                    |                       |                    |
| % Reports timely submitted                              | 100%               | 100%                  | 100%               |
| % Open Records Requests fulfilled                       | 100%               | 100%                  | 100%               |
| % Council Agendas drafted, posted, and Minutes prepared | 100%               | 100%                  | 100%               |



*Bull Branch Park*

**Mission:**

The mission of the Public Information Department is twofold: 1) To promote transparency in city government through accurate and informational communications, both internally and externally, for the City of Taylor; and 2) To promote and maintain a favorable public image through marketing and public relations activities.

**Department Description:**

The [Public Information Department](#) coordinates all communications efforts on behalf of the City. This includes public information; media relations; internal communications; crisis communications; and event planning and coordination. The department fosters civic involvement and heightens awareness for City activities, services and programs and coordinates activities designed to provide external and internal audiences with current information regarding all aspects of City operations and services. The Communications Staff should be FEMA-certified and both members of the department are part of the city's Emergency Management Team. The Communications Director will work directly with the Incident Commander on site at the Emergency Operations Center, as the communication liaison to the public and media when emergencies arise in the community, such as severe weather or other major disasters.



**FY 2022 Budget Highlights:****Customer and Culture Strategies**

- Promotional Supplies for the following City Sponsored Events:
  - Music and entertainment for Memorial Day, September 11, Back to School Bash and other events
  - Miscellaneous Event Costs
  - Realtor/Developer Round-Up
  - Concerts in the Parks
- Outside Printing for the Following Publications:
  - Community Connections
  - Miscellaneous Inserts
- Texas Association of Municipal Information Officers (TAMIO) and City-County Communications & Marketing Association Memberships
- Software Maintenance and Licensing for Adobe Creative Cloud
- Adobe Stock Images
- Other Contract Services including:
  - Civic Plus (City Website)
  - Swagit (Streaming Video)
  - Accella (City Online Reporting Software)

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 72,056                     | 73,508                     | 74,736                        | 78,315                   | -                        | 78,315                     |
| Operational Supplies            | 2,432                      | 8,180                      | 3,980                         | 8,630                    | -                        | 8,630                      |
| Facility Operations & Maint.    | 1,244                      | 1,200                      | 1,200                         | 1,225                    | -                        | 1,225                      |
| Equip. Operations & Maint.      | -                          | -                          | -                             | -                        | -                        | -                          |
| Contract Services & Fees        | 92,798                     | 113,130                    | 112,235                       | 109,370                  | -                        | 109,370                    |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>168,531</b>             | <b>196,018</b>             | <b>192,151</b>                | <b>197,540</b>           | <b>-</b>                 | <b>197,540</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☑ Kept the public informed about the ongoing and fluid COVID-19 pandemic situation, providing timely, relevant information about current mitigation levels, testing, and vaccinations when they became available to Taylor residents
- ☑ Managed Crisis Communications for the City during the snowstorm of February 2021, keeping the public informed about current weather conditions, safety information, drinking water availability, and news about the current situation with power and water systems
- ☑ Increased social media following on Facebook, Twitter, and Instagram pages.
- ☑ Enabled content management for the City's Public Access channel for Spectrum subscribers and provided compelling content for both that channel and the AT&T Public Access channel
- ☑ Maintained the city's monthly newsletter, *Community Connection*
- ☑ Managed the city's website and mobile application; managed the TV channel
- ☑ Planned and coordinated multiple online meeting meetings, forums, and events for internal and external audiences
- ☑ Produced quick, short videos for use on website and social media
- ☑ Trained new employees on use of the city's website and how to update pages
- ☑ Created and published City's first-ever digital 2020 annual report

**FY 2022****Major Goals & Objectives**

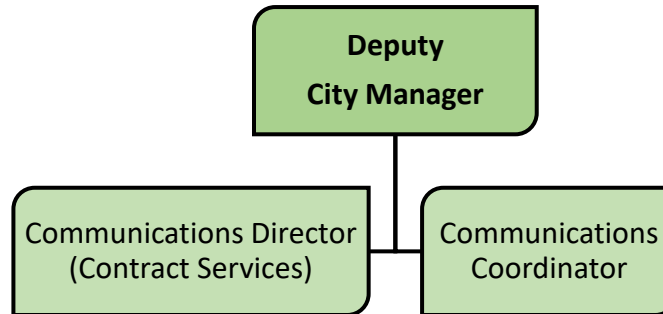
- ☐ Continue to keep the public informed about the COVID-19 public health crisis, and manage additional crisis communications as they arise, and formalize the City's crisis communications processes
- ☐ Produce videos about ongoing projects, City objectives and Development Services projects that highlight the "wins" for the City
- ☐ Expand photography of City landmarks, events, staff and other promotional items within the City to create image bank for marketing materials
- ☐ Increase social media following on Facebook, Twitter, and Instagram pages.
- ☐ Get the City's LEAD Taylor Program back up and running in January 2022
- ☐ Continue to represent the City of Taylor with community partners in a collaborative effort to promote the city and community to both internal (local) and external (regional) markets
- ☐ Focus on higher visibility for the City of Taylor in Austin-based media outlets
- ☐ Develop creative marketing programs, flyers, and infographics to support City initiatives across all department
- ☐ Continue to manage the City's working relationship with Arsenal, the firm that manages the City's tourism pages

| Performance Measures                           | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>                         |                    |                       |                    |
| News releases:                                 | 76                 | 36                    | 40                 |
| *Includes City News on Website                 |                    |                       |                    |
| <i>Community Connection</i> monthly newsletter | 10                 | 12                    | 12                 |
| Facebook posts                                 | 580                | 494                   | 552                |
| Channel 10 Council downloads                   |                    |                       |                    |
| (Blackboard Connect) Now CodeRED calls         |                    |                       |                    |
| (emergencies)                                  | 0                  | 0                     | 0                  |
| <b><u>Efficiencies:</u></b>                    |                    |                       |                    |
| Cost of newsletters (6,300 @ .16)              | \$9,960            | \$12,096              | \$12,096           |
| # Inserts (6,000/mo)                           | 60,000             | 72,000                | 72,000             |
| <b><u>Effectiveness:</u></b>                   |                    |                       |                    |
| # Twitter followers (City only)                | 1,586              | 1,725                 | 2,257              |
| # Tweets (City and Visit Taylor Made Texas)    | 538                | 490                   | 522                |
| # Website visits                               | 379,246            | 240,365               | 324,492            |
| # Page views                                   | 412,859            | 388,132               | 523,978            |



| Personnel Summary         | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Communication Coordinator | 1.00     | 1.00     | 1.00     | 1.00             |                     | 1.00               |
|                           | 1.00     | 1.00     | 1.00     | 1.00             | -                   | 1.00               |

### Organization Chart



**Mission:**

The Human Resources Department supports the City's efforts to attract, develop and retain a diverse, well-qualified and productive workforce that is capable of providing quality services to the citizens of Taylor.

**Department Description:**

The [department](#) is responsible for managing all aspects of human resources to support departments and city management for civil service and non-civil service employees across 15 departments. The department consists of 2 full time employees (Director and HR Coordinator) and reports to the Deputy City Manager. The Human Resources Director serves as the Civil Service Director to comply and performs work outlined by Chapter 143 Civil Service section of the Local Government Code. Some key responsibilities are:



*Historic Downtown Taylor, TX*

**Human Resources**

- Administer contracts with benefits brokers and providers, coordinate open enrollment and new employee enrollment, comply with reporting requirements and assist with individual employee needs.
- Administer the classification and pay policies, procedure and systems.
- Coordinate recruiting and facilitating onboarding of new employees through new employee orientation.
- Support positive employee relations by administering performance management system, administering employee meetings, surveys, and suggestion programs and assist supervisors to address performance and conduct matters.
- Support employee development by implementing a training plan, organizing recognition events, coordinating service awards, and hosting wellness activities.
- Administer drug and alcohol testing program to include pre-employment, random, reasonable suspicion, post-accident and follow drug and alcohol testing for all DOT and Non-DOT safety sensitive employees.
- Maintain employee records in compliance with local, state and federal requirements.
- Ensure all programs, policies and procedures comply with all applicable local, state and federal laws, including Title VII of the Civil Rights Act, Family & Medical Leave Act, Americans with Disabilities Act, and Fair Labor Standards Act.

**Civil Service**

- Administer and comply with Chapter 143 Civil Service Local Government Code for all Police Officers and Firefighters and serve as secretary to the Civil Service Commission
- Recruit for and administer entry-level and promotional examinations to Police and Fire candidates. Coordinate pre-employment hiring process including pre-employment testing and onboarding.
- Maintain the Record and Appointment of all entry-level applicants and promotional candidates
- Set up Appeals for the Commission and Third-Party Hearing Examiners and perform other duties as indicated in Chapter 143 and other duties as outlined in Chapter 143.

**FY 2022 Budget Highlights:****Employee Talent Management and Financial Strategies**

- \*Compensation Study, \$13,500
- Diversity, Equity, and Inclusion (DEI) and Bias Training
- Civil Service Entry Level and Promotional Exams

**Internal Process Strategies**

- INCODE Government Software

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 163,576                    | 176,040                    | 168,649                       | 191,810                  | -                        | 191,810                    |
| Operational Supplies            | 5,299                      | 7,700                      | 9,599                         | 6,500                    | -                        | 6,500                      |
| Facility Operations & Maint.    | 648                        | 665                        | 855                           | 625                      | -                        | 625                        |
| Equip. Operations & Maint.      | 972                        | 1,400                      | 1,400                         | 1,400                    | -                        | 1,400                      |
| Contract Services & Fees        | 70,536                     | 50,827                     | 76,742                        | 63,987                   | 13,500                   | 77,487                     |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| Contributions & Contingencies   | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>241,030</b>             | <b>236,632</b>             | <b>257,245</b>                | <b>264,322</b>           | <b>13,500</b>            | <b>277,822</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021  
Major Accomplishments**

- ☒ Implemented new pay structure for the Police and Fire Department, increasing pay to 90% of market.
- ☒ Placed non-civil service employees into pay classifications based on compensation study.
- ☒ Completed Diversity, Equity, and Inclusion (DEI) assessment.
- ☒ Revamped recruiting, hiring, and onboarding processes for all new employees, including executive recruitments for key positions.
- ☒ Conducted entrance and promotional exams for civil service police and fire positions.
- ☒ Conducted Open Enrollment and hosted City Health Fair.
- ☒ Implemented new processes to capture needed HR Metrics.
- ☒ Review and Revised Personnel Policies.

**FY 2022  
Major Goals & Objectives**

- ☐ Implement Diversity, Equity, and Inclusion initiatives.
- ☐ Conduct a compensation plan update study to analyze internal and external equity.
- ☐ Review and revise Personnel Policies.
- ☐ Elongate employee tenure.
- ☐ Conduct and coordinate classroom training, online training, and seminars for employees and supervisors.
- ☐ Attract, retain, and develop a diverse, well-qualified and productive workforce.

| Performance Measures                             | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>                           |                    |                       |                    |
| # of full-time budgeted positions                | 156                | 158                   | 161                |
| # of part-time employees                         | 6                  | 4                     | 4                  |
| # of Worker's Comp claims filed with TML         | 24                 | 17                    | 15                 |
| # of Job Applicants hired                        | 19                 | 40                    | 40                 |
| <b><u>Effectiveness:</u></b>                     |                    |                       |                    |
| Employee Turnover Rate (Voluntary)               | 8.4%               | 21%                   | 16%                |
| <b><u>Efficiencies:</u></b>                      |                    |                       |                    |
| Average recruitment process time (calendar days) | 100                | 70                    | 50                 |

| Personnel Summary                      | FY 18-19    | FY 19-20    | FY 20-21    | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|--|-------------|-------------|-------------|------------------|---------------------|--------------------|
| Human Resources Director/Civil Service | 1.00        | 1.00        | 1.00        | 1.00             |                     | 1.00               |
| Administrative Assistant               | 1.00        | 1.00        | 1.00        | 1.00             |                     | 1.00               |
|  | <b>2.00</b> | <b>2.00</b> | <b>2.00</b> | <b>2.00</b>      | -                   | <b>2.00</b>        |

### Organization Chart





*Dianna Barker, City Clerk*

**Mission:**

“To serve the residents, staff, and visitors of the City of Taylor in an efficient, courteous, and professional manner, while performing the functions and duties of the Office in accordance with State, County, and municipal laws”.

**Department Description:**

The [City Clerk](#) is appointed by the City Manager and works closely with the City Manager and the City Council. In general, this position is responsible for maintaining city records, and all clerical matters related to the City Council including:

- Attend Council meetings
- Prepare Council agendas and meeting minutes.
- Serve as the Chief Election Official for all regular and special municipal elections in compliance with the Texas Election Code and the City Charter
- Administer Boards and Commission appointments
- Process alcohol permits, deeds, and paving Liens

In the City of Taylor, the Municipal Clerk also oversees the Municipal Court.



**FY 2022 Budget Highlights:****Financial and Culture Strategies**

- Alcohol permits:
  - 32 permits issued FY 2020
  - 26 permits issued FY 2021

**Internal Process and Culture Strategies**

- Memberships & Dues for the following organizations:
  - Taylor Chamber of Commerce
  - Texas Municipal Clerks Association
  - Texas Municipal Courts Association
- Maintain City Clerk's page on city website:
  - Election information
  - Boards and Commission information
  - Alcoholic Beverage permitting
  - Open records request
- Public Information requests:
  - Average 162 requests per year
  - Majority are for building information
  - Average turn-around time is 4 business days

➤ *For fiscal years prior to FY 2022, the City Clerk's budget was combined with City Management.*

| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base** | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|--------------------|------------------|--------------------|
| Employee Services               | -                  | -                  | -                     | 151,375            | -                | 151,375            |
| Operational Supplies            | -                  | -                  | -                     | 1,800              | -                | 1,800              |
| Facility Operations & Maint.    | -                  | -                  | -                     | 625                | -                | 625                |
| Contract Services & Fees        |                    |                    |                       | 4,000              | -                | 4,000              |
| <b>Total Department Budget:</b> |                    |                    |                       | <b>157,800</b>     | -                | <b>157,800</b>     |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**\*\*FY 21-22 Base:** 100-505, City Clerk, is a new budget beginning FY 21-22.

**FY 2021****Major Accomplishments**

- ☒ Completed 3 hours of training to Boards and Commission members
- ☒ Oversaw successful November Council Member and Charter amendment election.
- ☒ Completed process for holding meetings virtually due to COVID-19.
- ☒ Oversaw successful May Council Member election
- ☒ Coordinated and held Council Retreat.

**FY 2022****Major Goals & Objectives**

- ☐ Implement agenda software.
- ☐ Acquire additional accommodations for filing documents.
- ☐ Complete 16 hours of continuing education

**Performance Measures****FY 2020  
Actual****FY 2021  
Projected****FY 2022  
Target****Outputs:**

|   |     |     |     |
|---|-----|-----|-----|
| Proclamation/Recognitions prepared              | 17  | 14  | 20  |
| Reports prepared (monthly, special event, etc.) | 13  | 12  | 12  |
| Council meeting Agendas posted                  | 30  | 35  | 30  |
| Council meeting minutes prepared and approved   | 30  | 35  | 30  |
| Open Records Requests filled                    | 155 | 250 | 200 |

**Effectiveness:**

|   |    |    |    |
|---|----|----|----|
| Board appointments scheduled, prepared, and updated | 38 | 40 | 38 |
|---|----|----|----|

**Efficiencies:**

|   |      |      |      |
|---|------|------|------|
| % Reports timely submitted                              | 100% | 100% | 100% |
| % Open Records Requests fulfilled                       | 100% | 100% | 100% |
| % Council Agendas drafted, posted, and Minutes prepared | 100% | 100% | 100% |

**Personnel Summary****FY 18-19****FY 19-20****FY 20-21****FY 21-22  
Base****FY 21-22  
Changes****FY 21-22  
Budget**

|                          |   |   |   |             |             |             |
|--------------------------|---|---|---|-------------|-------------|-------------|
| City Clerk               | - | - | - | *1.00       | 1.00        | 1.00        |
| Administrative Assistant | - | - | - | *1.00       | 1.00        | 1.00        |
|                          | - | - | - | <b>2.00</b> | <b>2.00</b> | <b>2.00</b> |

\* FY21-22 – City Clerk’s budget was removed from City Management and created as a separate budget.



*Finance Staff Recognized by City Council for  
Receiving GFOA Budget Award*

### **Mission:**

The Finance Department is dedicated to providing quality financial management for the City of Taylor's resources; to provide the highest level of customer service and customer support to the citizens of Taylor regarding financial matters and utility billing issues; and to assist all of the departments of the City at fulfilling the strategic plans set forth by the City Council regarding financial affairs. The Finance Department strives for excellence in the financial matters of the City of Taylor.

### **Department Description:**

The [Finance Department](#) is responsible for managing the City's financial resources and provides decision support services to all departments. The Finance Department is also responsible for administering a cash management and investment program, which helps to ensure that City funds receive the greatest rate of return on funds and investments. Other duties of the department include account payable, payroll, procurement, debt management, and utility billing.

We provide appropriate, essential, and timely financial reports, as well as assisting the City Manager and various departments by providing direction in preparing the annual operating budget in accordance with financial policies. To protect and maintain the City's finance and provide accountability for financial position to the City Council, management, and citizens. The services of this program include: fund accounting in accordance with General Accepted Accounting Principles (GAAP) and the Government Accounting Standard Board (GASB); audit and financial report: fixed asset management; grant accounting; centralized accounts payable services; and implementation of approved financial policies.

**FY 2022 Budget Highlights:****Employee and Internal Process Strategies**

- Conference Registration costs for the following organizations:
  - Government Finance Officer Association (GFOA)
  - Government Finance Officer Association of Texas (GFOAT)
  - Texas Municipal League
- Exam Materials & Fees for the Certified Public Finance Officer (CPFO) certification offered by GFOA
- \*New Purchasing Agent position, \$85,000
- New office space for staff

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 425,051                    | 436,706                    | 442,725                       | 485,750                  | 85,000                   | 570,750                    |
| Operational Supplies            | 6,780                      | 4,950                      | 4,950                         | 6,950                    | -                        | 6,950                      |
| Facility Operations & Maint.    | 647                        | 645                        | 1,250                         | 1,225                    | -                        | 1,225                      |
| Equip. Operations & Maint.      | 2,017                      | 1,930                      | 1,930                         | 1,930                    | -                        | 1,930                      |
| Contract Services & Fees        | 171,477                    | 159,760                    | 165,277                       | 179,960                  | -                        | 179,960                    |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| Contributions & Contingencies   | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>605,972</b>             | <b>603,991</b>             | <b>616,132</b>                | <b>675,815</b>           | <b>85,000</b>            | <b>760,815</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Finance department completed the annual Annual Comprehensive Financial Report for fiscal year ending September 30, 2019
- ☒ City budget was adhered to and budget adjustments and amendments were submitted as needed
- ☒ Completed financing through a capital lease purchase agreement for vehicles and equipment in the Police, Streets & Grounds, and Building Maintenance departments
- ☒ Awarded the Government Finance Officer Association (GFOA) Distinguished Budget Award for adhering to the highest standards of governmental budgeting. This was the second consecutive year of receiving this award and one of seven achieved by the city to date

**FY 2022****Major Goals & Objectives**

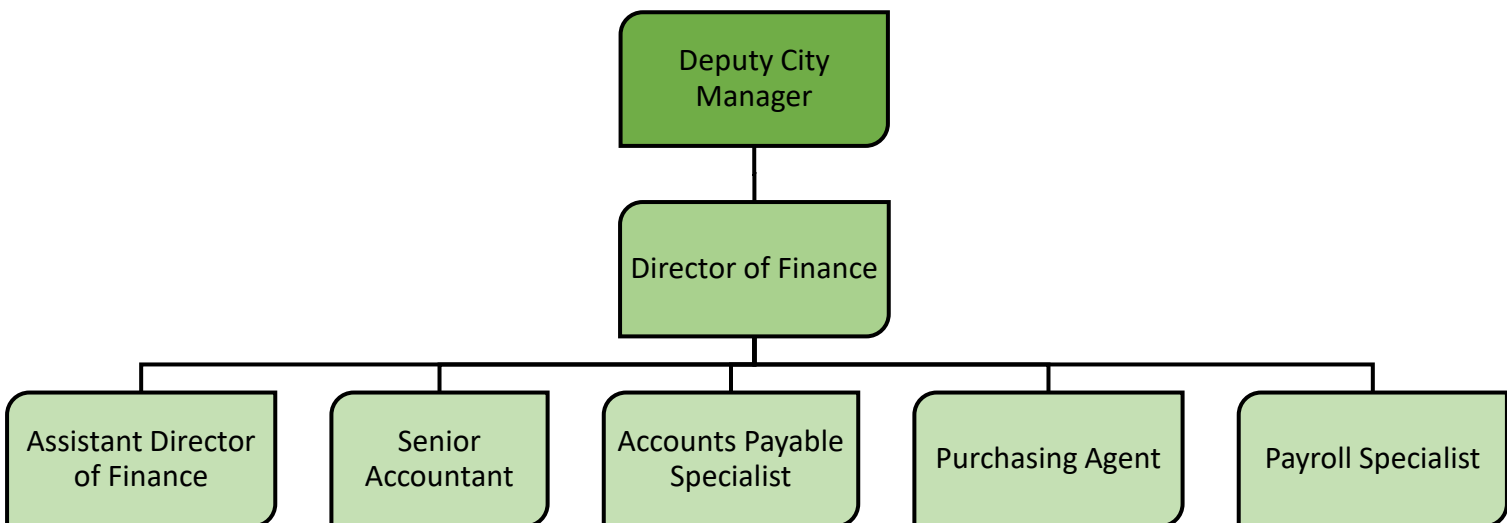
- ☐ To earn the GFOA Certificate of Achievement for Excellence in Financial Reporting for FY 2020-21
- ☐ To earn the GFOA Distinguish Budget Award
- ☐ To upgrade our payroll processes to allow better coordination with Human Resources
- ☐ Review and update current policies and procedures
- ☐ Adhere to all necessary financial reporting and audit requirements
- ☐ Provide support and consult with city departments and management for excellent financial management
- ☐ Enhanced internal controls within the department
- ☐ Fully integrate new personnel into the department
- ☐ Provide enhanced training to current departmental staff
- ☐ Complete financing for the Series 2022 Certificate of Obligation for water and wastewater projects, street and drainage projects, park improvements, and improvements to the animal shelter

| Performance Measures              | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|-----------------------------------|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>            |                    |                       |                    |
| W-2 statements issued             | 183                | 174                   | Varies             |
| Payroll direct deposits processed | 4,975              | 5,128                 | Varies             |
| Purchase orders issued            | 404                | 333                   | Varies             |
| Accounts Payable checks issued #  | 2,710              | 2,228                 | Varies             |
| Budget Amendments                 | 3                  | 3                     | 4                  |
| Annual Comprehensive Report       | 1                  | 1                     | 1                  |
| <b><u>Effectiveness:</u></b>      |                    |                       |                    |
| % W-2 issued on time              | 100%               | 100%                  | 100%               |
| % Payroll direct deposits on time | 100%               | 100%                  | 100%               |
| GFOA ACFR Award                   | Yes                | Yes                   | Pending            |
| Bond Rating                       | AA-                | AA-                   | AA-                |
| <b><u>Efficiencies:</u></b>       |                    |                       |                    |
| % Payroll direct deposits         | 100%               | 100%                  | 100%               |
| # Payroll cycles                  | 26                 | 26                    | 26                 |
| Total value of A/P checks         | 25,074,204         | 31,189,067            | Varies             |
| # ACH/EFT/Draft for A/P payments  | 2,006              | 1,464                 | Varies             |

| Personnel Summary             | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-------------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Director of Finance           | 1        | 1        | 1        | 1                |                     | 1                  |
| Accountant                    | 1        | 1        | -        | -                |                     | -                  |
| Senior Accountant             | -        | -        | 1        | 1                |                     | 1                  |
| Budget & Financial Analyst    | 1        | 1        | -        | -                |                     | -                  |
| Assistant Director of Finance | -        | -        | 1        | 1                |                     | 1                  |
| Payroll Specialist            | 1        | 1        | 1        | 1                |                     | 1                  |
| Purchasing Agent              | -        | -        | -        | -                | 1*                  | 1                  |
| Accounts Payable Specialist   | 1        | 1        | 1        | 1                |                     | 1                  |
|                               | 5        | 5        | 5        | 5                | 1                   | 6                  |

\* - A Purchasing Agent will provide a centralized purchasing function that can be reformed into a specialized process which creates consistency in practice, takes advantage of volume discounts, and ensures compliance with laws, regulations, and City policies.

### Organization Chart



**Mission:**

The Court's mission is to provide quality service in an impartial and professional manner to ensure trust and confidence in the Taylor Municipal Court of Record. It is dedicated to ensuring that each person is treated with dignity and respect through a fair and impartial judiciary.



*Judge Randall Pick*



*Clerk of the Court of  
Record/Court Administrator*



*Senior Deputy Court*



*Deputy Court Clerk I*



*Deputy Court Clerk I*

**Department Description:**

The [Municipal Court of Record](#) has original and exclusive jurisdiction over violations of City ordinances and the resolutions, rules, and orders that occur in the territorial jurisdiction of the City and on any property owned by the City in the City's extraterritorial jurisdiction. The basic organization of the Municipal Court consists of judges, court clerks, prosecutors, bailiffs, warrant officers, and defense counsels.

The Municipal Court Clerk's Office is the administrative branch of the Municipal Court and prepares and provides all the processing of cases filed in the Court. The clerks' primary responsibilities include managing cases to ensure that the required court procedures are timely and correctly handled; administering the daily operations of the Court; maintaining Court records, including the docket and coordinating the scheduling of cases. The Court consists of a Judge, a Clerk of the Court of Record, Sr. Municipal Court Clerk, Deputy Municipal Court Clerk I, Deputy Court Clerk II and the City of Taylor Prosecutor.

The Municipal Court handles Class C misdemeanors that originate from penal and traffic citations, citizen complaints, municipal code violations, and misdemeanor arrests, occurring within the territorial limits of the City of Taylor. The clerks process the collection of fines, pleas of not guilty and requests for Trials; manage the scheduling of trials and hearings for dangerous animals and junk vehicle cases. They also issue subpoenas for witnesses to appear for trials, process summons for jurors, prepare appealed cases to transcribe to county court, assist the public in applying for driving safety courses or deferred disposition if they are qualified, and prepare warrants for non-appearing defendants. Because the clerk of the court is also the magistrate's clerk, the clerk is required to have the probable cause affidavits for class A and B misdemeanors and felonies on file for public viewing after the warrants are served. The clerks keep current



on legislative law changes and court procedures, report court costs to the State Comptroller, statistics to the Office of Court Administration, and traffic convictions to the Department of Public Safety.

### **FY 2022 Budget Highlights:**

#### **Customer and Internal Process Strategies**

- INCODE (Govt. Software) Paper Lite Module
- INCODE (Govt. Software) Email Electronic Documents through Software
- INCODE (Govt. Software) Signature Pad at Windows

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 263,372                    | 306,955                    | 303,979                       | 317,602                  | -                        | 317,602                    |
| Operational Supplies            | 8,718                      | 9,450                      | 10,270                        | 10,270                   | -                        | 10,270                     |
| Facility Operations & Maint.    | 6,413                      | 6,013                      | 7,862                         | 8,162                    | -                        | 8,162                      |
| Equip. Operations & Maint.      | 2,745                      | 1,650                      | 1,650                         | 3,100                    | -                        | 3,100                      |
| Contract Services & Fees        | 71,963                     | 80,079                     | 81,279                        | 92,945                   | -                        | 92,945                     |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| Contributions & Contingencies   | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>353,211</b>             | <b>404,147</b>             | <b>405,040</b>                | <b>432,079</b>           | <b>-</b>                 | <b>432,079</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☑ Updated case flow management for more efficient processing of case by improving and modernizing the court's technology to support the court's goal of ensuring trust in the court and to assist the court facing new challenges in providing quality service to its customers.
- ☑ Improved processing, handling, and tracking of case files by scanning court records to provide clerks immediate access to defendants' records when communicating with defendants.
- ☑ Provide defendants an immediate copy of receipt of payment through the court's case management software and e-mail.
- ☑ Initiated virtual court hearings through the court's new case management technology to provide defendants the ability to appear before the Judge on their phone or by computer.
- ☑ Initiated virtual pre-trial conferences for defendants to talk with the prosecutor.
- ☑ Initiated DocuSign so that defendants can sign court documents for efficient processing of court orders.
- ☑ Providing electronic messages through the court's software to inform defendants of the following: Initial appearances and show cause hearings; payment date reminders; pre-warrants; and Inform defendants of active warrants during warrant roundup.
- ☑ Reviewed, revised, and developed additional forms to provide defendants with information on to handle their cases virtually instead of in-person.
- ☑ Continued creating new macros to increase clerks' efficiency and ability to process court orders faster and more easily during virtual court sessions.

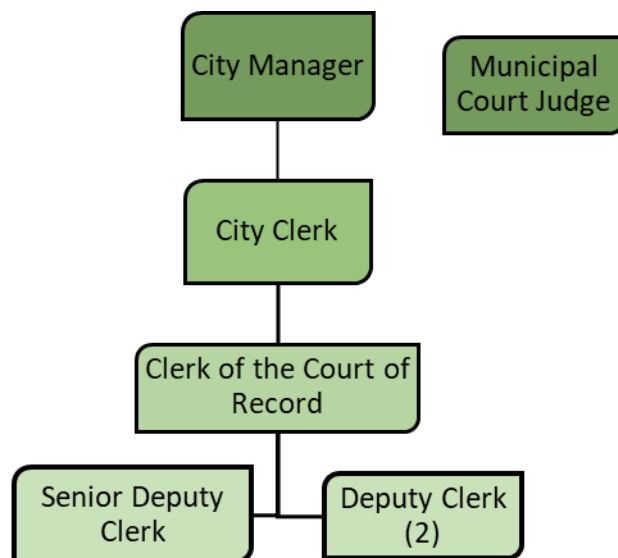
**FY 2022****Major Goals & Objectives**

- ☐ To continue to review and maximize the use of available technology to make the court more efficient and effective in processing cases provide quality and efficient service.
- ☐ To complete a procedures manual of court processes and to cross-train all clerical staff
- ☐ To provide complaint wording for all offenses to ensure correct filing of cases.
- ☐ Continue to develop relationships with other courts and their police agencies to be able to work together to develop a procedure for all parties to be able to better obtain warrant service in the county.
- ☐ Continue to review court processes and forms to ensure proper and efficient processing and handling of defendants with the new court technology by updating forms to manage virtual court and electronic communication with defendants.
- ☐ Better coordination with the collection agency in submitting cases and ensuring collection of fines.
- ☐ Create and develop strategies for moving cases timelier from filing to disposition; thus, achieving a fair, timely, and efficient manner for resolving all cases.
- ☐ Spanish translation of documents and website.
- ☐ Restructure court's website to be more user-friendly and provide more and better information to defendant.

| Performance Measures     | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--------------------------|--------------------|-----------------------|--------------------|
| <b>Inputs:</b>           |                    |                       |                    |
| # of full-time employees | 4                  | 4                     | 5                  |
| # of part-time employees | 1                  | 1                     | 1                  |
| <b>Outputs:</b>          |                    |                       |                    |
| # of Warrants Issued     | 354                | 480                   | 550                |
| # of Warrants Closed     | 912                | 850                   | 950                |
| # of Cases Filed         | 1,567              | 1,300                 | 1,500              |
| # of Cases Closed        | 2,309              | 2,100                 | 2,500              |

| Personnel Summary            | FY 18-19    | FY 19-20    | FY 20-21    | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|------------------------------|-------------|-------------|-------------|------------------|---------------------|--------------------|
| Clerk of the Court of Record | 1.00        | 1.00        | 1.00        | 1.00             | -                   | 1.00               |
| Senior Deputy Court Clerk    | 1.00        | 1.00        | 1.00        | 1.00             | -                   | 1.00               |
| Deputy Court Clerk           | 2.00        | 2.00        | 2.00        | 2.00             | -                   | 2.00               |
| Municipal Judge              | 0.50        | 0.50        | 0.50        | 0.50             | -                   | 0.50               |
|                              | <b>4.50</b> | <b>4.50</b> | <b>4.50</b> | <b>4.50</b>      | <b>-</b>            | <b>4.50</b>        |

### Organization Chart



**Mission:**

The mission of the Development Services Department is to provide timely quality services for our customers' needs today while proactively planning for tomorrow.

Our commitment to carrying out this mission includes:

- Being responsive to the diverse needs of our customers through the provision of reliable information and consistent services that effectively serve the community's needs;
- Providing services to the citizens of Taylor through the consistent, courteous, and professional enforcement of adopted codes and standards.
- Preparing for the future of Taylor and the surrounding region by actively working to encourage quality growth, while striving to protect the unique features of our community that make it an outstanding place to live, work, shop, and play.



*Development Services Staff*

**Department Description:**

[The Department of Development Services](#) performs these functions:

- Administration: budget, personnel, strategic planning, policy development, records management, reporting, and cash collections.
- Planning: zoning, platting and subdivision administration, variance processing, site plan review, Development Review Committee (DRC) coordination, long range planning and implementation, annexation and development agreements administration, license agreements, HOA coordination, GIS, liaison to Advisory Boards, tax abatement and sales tax rebate agreement administration, Tax Increment Finance (TIF) district administration, assist City Management and Taylor Economic Development Corporation with requests for information, and volunteer recruitment and retention for advisory boards.
- Building Inspections: plan review, permit issuance, and inspections.
- Code Enforcement: complaint investigation and case management.
- Moody Museum, which includes the general maintenance and operation of the Museum.
- Community Development: housing assistance, work with the Interagency Council of East Williamson County, and selected grants applications and administration.

**FY 2022 Budget Highlights:****Employee Talent Management**

- \*New Position – Planner, \$64,600
- Staff Development Training
- Professional Conferences
- Memberships & Dues

**Customer and Culture Strategies**

- \*Neighborhood Design Consultant, \$50,000
- Neighborhood Clean-Up
- Public Meetings and Workshops

**Internal Process Strategies**

- Computer Replacements
- Software Maintenance Costs including:
  - GIS
  - INCODE (Govt. Software)
  - My Permit Now
- Comprehensive Plan (Partial Funding)

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 689,345                    | 693,896                    | 723,940                       | 747,535                  | 61,350                   | 808,885                    |
| Operational Supplies            | 12,141                     | 14,660                     | 13,160                        | 13,960                   | 2,650                    | 16,610                     |
| Facility Operations & Maint.    | 4,281                      | 4,347                      | 4,000                         | 4,025                    | 600                      | 4,625                      |
| Equip. Operations & Maint.      | 30,578                     | 20,870                     | 20,419                        | 11,150                   | -                        | 11,150                     |
| Contract Services & Fees        | 370,712                    | 303,898                    | 539,713                       | 633,298                  | 50,000                   | 683,298                    |
| <b>Total Department Budget:</b> | <b>1,107,057</b>           | <b>1,037,671</b>           | <b>1,301,232</b>              | <b>1,409,968</b>         | <b>114,600</b>           | <b>1,524,568</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Site development plan for RCR approved
- ☒ 197 single family residential units since Oct – July 1, 2021, with value of over \$55M
- ☒ 3 subdivisions under construction (Avery Glen, The Grove and Castlewood)
- ☒ Planned developments with some approvals for 745 residential units
- ☒ Significant increase in pre application discussions – over 2,500 residential units being discussed
- ☒ Growth workshop series
- ☒ Introducing parklet ordinance for Downtown businesses
- ☒ Implementing pedestrian friendly/landscaping initiatives Downtown
- ☒ Updating Home Occupation, car port/front set back and Downtown sign ordinance
- ☒ Updated Engineering Manual
- ☒ Upgraded Development Services website with additional documents and permit checklists
- ☒ Total number of permits increased to 1,195 (75% increase from 2018)
- ☒ Average time for plan review decreased to 5 days from 14 days in 2018
- ☒ Total number of enforcement complaints increased to 826 (74% increase from 2018)
- ☒ Issued 25 commercial certificate of occupancies (during COVID pandemic)

**FY 2022****Major Goals & Objectives**

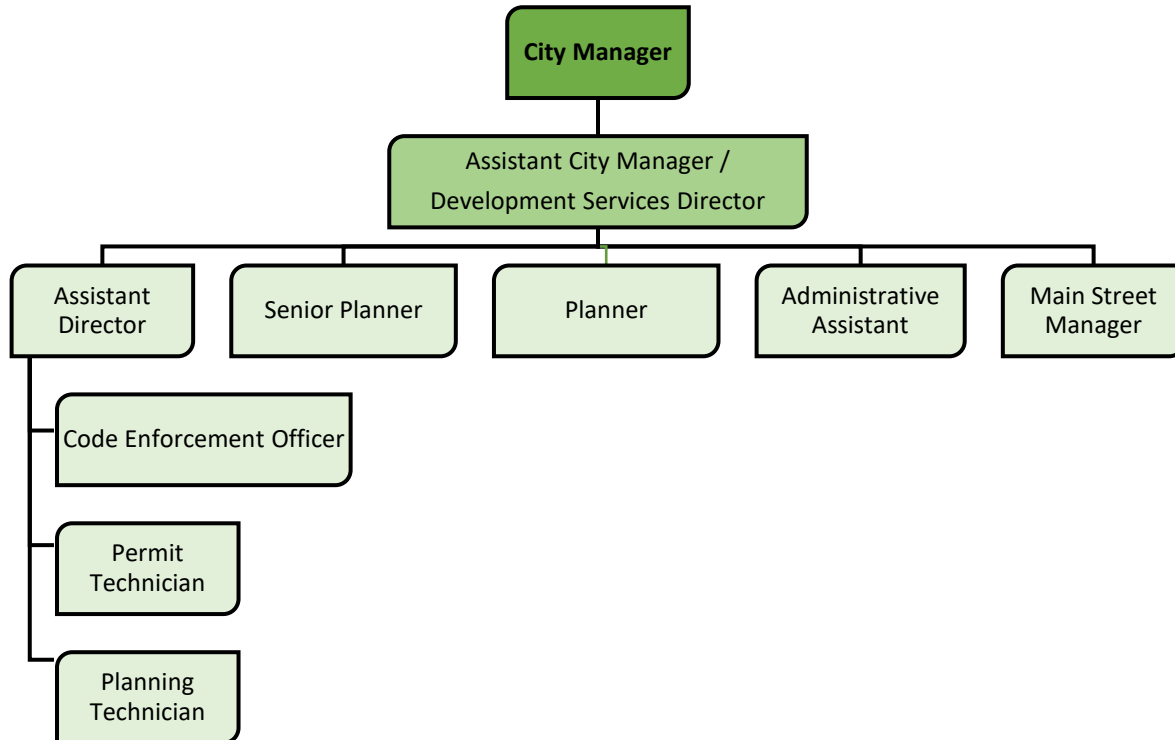
- ☐ Complete the comprehensive plan update
- ☐ Complete the impact fee study and update
- ☐ Complete a major update to the zoning and subdivision ordinances and the building codes to implement the policies in the updated comprehensive plan
- ☐ Continue participation in the HOME Program
- ☐ Continue to improve customer service in Development Services through process improvements
- ☐ Continue trend of staff retention and implement training plans for all staff
- ☐ To bring vacant properties back into use or be demolished

| Performance Measures                         | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--|--------------------|-----------------------|--------------------|
| <b>Inputs:</b>                               |                    |                       |                    |
| # of full-time employees                     | 8                  | 8                     | 9                  |
| # of part-time employees                     | 0                  | 0                     | 0                  |
| <b>Outputs:</b>                              |                    |                       |                    |
| HOME program houses completed                | 6                  | 4 approved            | 4                  |
| Amy Young program projects completed         | N/A                | N/A                   | N/A                |
| Platting applications                        | 18                 | 14                    | 18                 |
| Zoning applications                          | 7                  | 6                     | 10                 |
| CPD – Commercial Planned Development         | N/A                | 1                     | 2                  |
| RPD – Residential Planned Development        | 1                  | 5                     | 5                  |
| Variance applications                        | 2                  | 9                     | 10                 |
| Site Development applications                | 10                 | 11                    | 10                 |
| Comprehensive Plan amendment                 | 1                  | 5                     | 2                  |
| Subdivision Improvement plans                | 1                  | 1                     | 4                  |
| Regulatory compliance letters                | 17                 | 15                    | 25                 |
| Capital Improvement projects                 | 4                  | 2                     | 4                  |
| New single family residential permits issued | 177                | 200                   | 225                |
| Number of commercial building permits issued | 27                 | 17                    | 15                 |
| Total number of permits issued               | 937                | 869                   | 1200               |
| Number of inspections performed              | 5543               | 5397                  | 6500               |
| Total value of new residential construction  | \$46,412,654       | \$55,609,354          | \$65,000,000       |
| Total value of commercial construction       | \$12,860,703       | \$12,078,470          | \$13,000,000       |
| Code Enforcement cases processed             | 826                | 659                   | 1,200              |

| Personnel Summary   | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---|----------|----------|----------|------------------|---------------------|--------------------|
| Assistant City Manager / Director of Development Services | 1        | 1        | 1        | 1                |                     | 1                  |
| Assistant Director of Development Services                | -        | 1        | 1        | 1                |                     | 1                  |
| Code Enforcement Officer                                  | 2        | 2        | 2        | 2                |                     | 2                  |
| Senior Planner  | 1        | 1        | 1        | 1                |                     | 1                  |
| Planner   | 1        | -        | -        | -                | 1*                  | 1                  |
| Building Official   | 1        | -        | -        | -                |                     | -                  |
| Planning Technician                                       | -        | 1        | 1        | 1                |                     | 1                  |
| Permit Technician   | 1        | 1        | 1        | 1                |                     | 1                  |
| Administrative Assistant                                  | 1        | 1        | 1        | 1                |                     | 1                  |
|   | 8        | 8        | 8        | 8                | 1                   | 9                  |

\*- Planner position added to address the significant growth that the City is experiencing

### Organization Chart







*Main Street Car Show*

**Mission:**

Taylor Main Street will promote historical preservation principles and assist in economic development within Taylor's historical downtown business district using the Four Points of Main Street approach, including organization, design, promotions, and economic restructuring, thereby making a significant contribution to the quality of life in our community.

**Department Description:**

The Main Street Program focuses on downtown revitalization within the context of historic preservation to help diversify the economic base of the community. The Taylor Main Street Program seeks to enhance downtown vibrancy and historic preservation by using the National Main Street Center's Four Point Approach of organization, design, promotion, and economic vitality. The overall goal is to help provide opportunities to enhance the downtown for citizens and tourists.

**FY 2022 Budget Highlights:****Financial and Customer Strategies**

- Provide technical and design assistance to downtown property and business owners
- Promote the Taylor Main Street Program through networking efforts and speaking engagements
- Provide small incentive grants to encourage and assist property and business owners with façade improvement, signage, and fire suppression system grants.
- Provide rental assistance grants to new and expanding downtown businesses to allow them to concentrate on building and implementing successful marketing efforts for future business success.

**Culture Strategies**

- City Sponsored Events including:
  - Blackland Prairie Days
  - Halloween Spooktacular – Scare on the Square
  - Main Street Car Show
  - Easter Egg Hunt
  - Taylor Swirl
  - Music on Main Concerts
  - Christmas Bazaar
- Shop Local Promotion
- Downtown Matters e-newsletter

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 79,599                     | 90,175                     | 88,680                        | 98,701                   | -                        | 98,701                     |
| Operational Supplies            | 1,414                      | 20,650                     | 26,580                        | 20,850                   | -                        | 20,850                     |
| Facility Operations & Maint.    | 647                        | 630                        | 600                           | 625                      | -                        | 625                        |
| Equip. Operations & Maint.      | 876                        | 1,000                      | 400                           | 1,000                    | -                        | 1,000                      |
| Contract Services & Fees        | 2,652                      | 200                        | -                             | 200                      | -                        | 200                        |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| Contributions & Contingencies   | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>85,188</b>              | <b>112,655</b>             | <b>116,260</b>                | <b>121,376</b>           | <b>-</b>                 | <b>121,376</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☑ Worked with downtown stakeholders,
- ☑ Nationally Accredited Texas Main Street City
- ☑ Worked with downtown stakeholders to weather the COVID-19 global pandemic.
- ☑ The Heritage Square Farmers Market continues its success and has resulted in 2 new businesses in downtown.
- ☑ Taylor continues to be a popular location for Texas film projects:
  - Country music video
  - 2 episodes each of “Walker, Texas Ranger” and “Fear the Walking Dead”
  - Indie feature film, “Marisol”
  - Film Projects: “The Landing,” “Backstory,” and “First Day”
  - Commercials: Direct Insurance, FloSports “Tour de France,” and Community Coffee

To date, these projects have brought in over \$8,000 in fees and property rental agreements.

- ☑ Processed numerous permits for special events in Taylor.
- ☑ Met virtually with stakeholders to maintain connections and provide aid as needed.
- ☑ The MSAB provided recommendations for updates, additions, and improvements to the Taylor Sign Ordinance for the Downtown Sign District.
- ☑ Work began on Sign Design Guidelines to assist businesses in the use of quality signage downtown.
- ☑ Staff worked to coordinate the efforts of both the MSAB and the PAAB.
- ☑ Taylor selected as the site of the annual TX Mamma Jamma Ride raising funds for breast cancer research and care through the Lone Star Circle of Care in Sept. 2021.

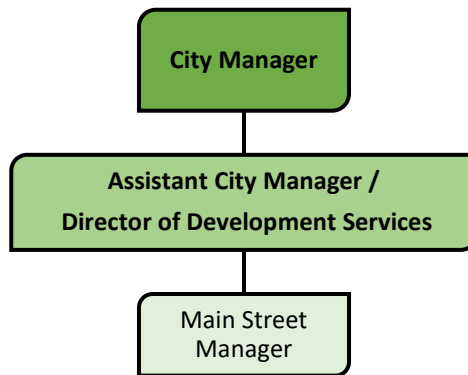
**FY 2022****Major Goals & Objectives**

- ☐ Ongoing business recruitment efforts.
- ☐ Work to strengthen existing businesses using such projects as “Find Your Business on Google Maps,” and the NMSC “Main Street Online.”
- ☐ Promote DT as a vibrant shopping destination.
- ☐ Continue work on Sign Design Guidelines and Sign Grant assistance.
- ☐ Improve the Special Events application process.
- ☐ Develop a local Historic Preservation Ordinance in conjunction with pertinent information and technical assistance to aid business and property owners.

| Performance Measures  | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Outputs:</u></b>  |                    |                       |                    |
| Downtown Private Sector Investment (renovations/repairs)          | \$2,427,091        | \$300,000             | \$600,000          |
| Downtown Private Sector Projects                                  | 36                 | 25                    | 30                 |
| Downtown Business Start, Expansions, Relocations                  | 21                 | 15                    | 15                 |
| Downtown new gain in business starts, expansions, and relocations | 15                 | 10                    | 10                 |
| New housing/mixed-use units/retail spaces brought online          | 9                  | 3                     | 5                  |
| Façade Improvement Grants Awarded                                 | 1                  | 1                     | 3                  |
| Value of Façade Grants  | \$3,425            | \$5,000               | \$15,000           |
| Sign Grants Awarded   | 2                  | 0                     | 4                  |
| Value of Sign Grants Awarded                                      | \$1,000            | \$0                   | \$2,000            |
| Number of Paint Grants Awarded                                    | 2                  | N/A                   | N/A                |
| Value of Paint Grants Awarded                                     | \$1,000            | N/A                   | N/A                |
| Murals Approved   | 1                  | 1                     | 1-2                |
| Outstanding Fire Suppression Grants Issued                        | 1                  | 1                     | 1                  |
| Value of Fire Suppression Grants Awarded                          | \$25,000           | \$25,000              | \$25,000           |
| Downtown Rental Assistance Applications Funded                    | 4                  | 1                     | 2                  |
| Value of Downtown Rental Assistance Applications Funded           | \$14,600           | \$6,598.54            | \$14,600           |
| <b><u>Effectiveness:</u></b>                                      |                    |                       |                    |
| Percent of grant applications funded                              | 100%               | 50%                   | 100%               |

| Personnel Summary   | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Main Street Manager | 1        | 1        | 1        | 1                |                     | 1                  |
|                     | 1        | 1        | 1        | 1                | -                   | 1                  |

### Organization Chart



**About:**

The [museum](#) is the boyhood home of the youngest governor of Texas, Dan Moody. The home is located at 114 W. 9th Street and is available for tours every Saturday and Sunday from 2 p.m. to 5 p.m. Special tours can also be requested.



*Moody Museum*

Born in 1893 in Taylor, Texas, Dan Moody grew up to be the youngest governor of Texas. As a small boy, Dan worked on the family dairy farm and later found work as an electrician. As District Attorney, he accomplished a task that no one else had ever dreamed possible: He was the first person to successfully prosecute and convict a member of the Ku Klux Klan for a crime in 1923. Governor Moody served two terms from 1927 to 1931 and later opened a law office in Austin, Texas.

His family home has been fully restored and still contains many of the family heirlooms and furnishings. The City of Taylor provides landscape and building maintenance support to keep a valued community treasure at its best.

**FY 2022 Budget Highlights:****Culture and Customer Strategies**

- Botanical / Landscape Maintenance
- Miscellaneous Repairs / Maintenance

| Budget Summary                  | FY 19-20 Actual | FY 20-21 Budget | FY 20-21 Projected | FY 21-22 Base** | FY 21-22 *ATB | FY 21-22 Budget |
|---------------------------------|-----------------|-----------------|--------------------|-----------------|---------------|-----------------|
| Employee Services               | -               | -               | -                  | -               | -             | -               |
| Operational Supplies            | 1,824           | 2,200           | 2,200              | 2,200           | -             | 2,200           |
| Facility Operations & Maint.    | 3,606           | 5,870           | 5,650              | 6,050           | -             | 6,050           |
| Contract Services & Fees        | 2,050           | 1,825           | 1,825              | 1,825           | -             | 1,825           |
| <b>Total Department Budget:</b> | <b>7,480</b>    | <b>9,895</b>    | <b>9,675</b>       | <b>10,075</b>   | <b>-</b>      | <b>10,075</b>   |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



*City Library***Mission:**

The mission of the Taylor Public Library is to promote a lifelong love of reading and to provide educational, informational, and recreational resources to patrons of all ages, cultural and economic backgrounds.

**Department Description:**

The City of Taylor has the oldest established public [library](#) in Williamson County, started as an effort of the Sesame Circle, a women's study group in 1899. The library building is 20,000 square feet, with a 2,000 square foot meeting room and lots of room to grow. Currently Taylor Public Library has holdings of 55,318 items including books, audiocassettes, CDs, DVDs, electronic databases, periodicals, microfilm, e-books, e-magazines & local history materials. The Library has 12,169 card holders. The Library provides 4 computers for access to the card catalog, 15 public access computers with the Internet, Microsoft Office and a resume program. Two special children's computers provide educational games in the Children's Area. The Library also has 11 laptop computers for programming and classes. The Library also has 20 iPad Pros as part of grant to provide afterschool coding programming along with a collection of robots.

The Taylor Public Library works closely with area schools & daycares. The Library has a cooperative agreement with Temple College at Taylor and houses the nursing curriculum materials for the college. Library staff consists of the Library Director, the Technology Librarian, two Library Assistants, three Library Aides, one Permanent Part Time Library Aide and a temporary Library Intern during the summer.

[Taylor Public Library - Home](#) | [Facebook](#)

**FY 2022 Budget Highlights:****Customer Strategies**

- Summer Intern
- Newspaper and Magazine Subscriptions
- Public Printer Supplies
- Public Internet

**Internal Process Strategies and Employee Talent Management**

- Professional Conferences
- Memberships and Dues

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 362,922                    | 373,354                    | 379,781                       | 411,618                  | -                        | 411,618                    |
| Operational Supplies            | 52,316                     | 26,580                     | 17,650                        | 26,060                   | -                        | 26,060                     |
| Facility Operations & Maint.    | 16,273                     | 21,922                     | 18,400                        | 22,850                   | -                        | 22,850                     |
| Equip. Operations & Maint.      | 330                        | 1,000                      | 500                           | 1,000                    | -                        | 1,000                      |
| Contract Services & Fees        | 11,816                     | 12,110                     | 11,369                        | 13,060                   | -                        | 13,060                     |
| Capital Outlay                  | 53,963                     | 42,000                     | 59,000                        | 45,000                   | -                        | 45,000                     |
| <b>Total Department Budget:</b> | <b>497,620</b>             | <b>476,966</b>             | <b>486,700</b>                | <b>519,588</b>           | <b>-</b>                 | <b>519,588</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



**FY 2021****Major Accomplishments**

- ☒ Personnel:
  - Part Time Library Aide promoted to Full Time Library Aide.
  - Library staff took advantage of many online webinars and classes related to library work & customer service.
- ☒ Library Technology:
  - Lounge furniture replaced and photocopier replaced.
  - Microfilm reader/printer replaced with a microfilm scanner.
  - Meeting Room AV equipment replaced, adding cameras, new controls, and ability to record meetings.
- ☒ Collection Development:
  - Annual inventory completed.
- ☒ Library Policies:
  - Circulation Policy was revised to reflect some new practices introduced during the pandemic.
  - National Voter Registration Act (NVRA) Implementation Plan was added as required by the Secretary of State.
- ☒ Library Programming:
  - Virtual programming due to COVID-19, included storytimes & crafts
  - Decorated pumpkin contest
  - Shoebox Christmas Parade & Shoebox 4<sup>th</sup> of July Parade videoed & posted online.
  - IRS Tax Forms available, but no volunteer assistance this year due to the pandemic.
  - Summer Reading Program 2021, with online registration & reading reporting.
- ☒ Digitized Content:
  - Collections of materials were indexed, scanned, & digitized: biographical materials, church related collections, and materials from the American Legion.

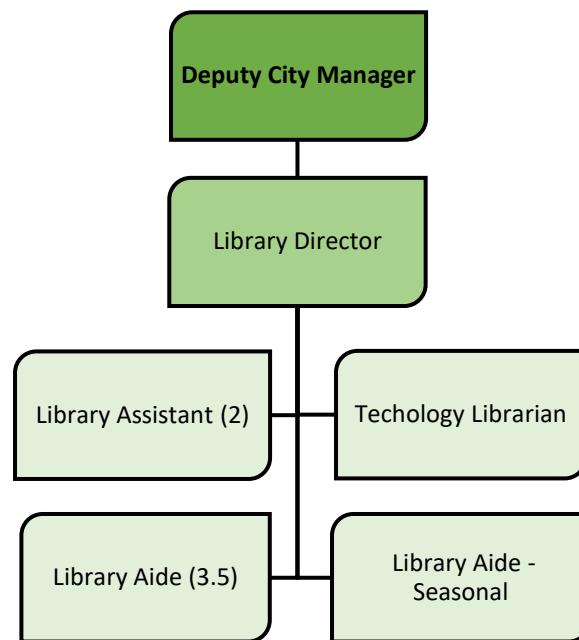
**FY 2022****Major Goals & Objectives**

- ☐ Replacement of all Library task chairs.
- ☐ Continue examination of collections to pull outdated and underutilized materials.
- ☐ Rearrange collections for better access and space to grow.
- ☐ Continue to examine library policies for needed revision or updates.
- ☐ Digitization of early Taylor HS Student Newspaper, The Cotton Boll.
- ☐ Continue digitization of Vertical File materials.
- ☐ Evaluation of service hours, based on community response.
- ☐ Resumption of in-person programming and special events.

| Performance Measures           | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|--------------------------------|-------------------|----------------------|-------------------|
| <b><u>Outputs:</u></b>         |                   |                      |                   |
| Items Circulated               | 59,500            | 25,576               | 55,500            |
| Items Added to Collection      | 3,525             | 2,127                | 2,300             |
| Programs Provided, All         | 235               | 49                   | 240               |
| Interlibrary Loans Processed   | 365               | 200                  | 300               |
| New Library Cards Issued, All  | 1,350             | 340                  | 500               |
| Reference Requests             | 5,450             | 1,239                | 3,400             |
| Library Wi-Fi Sessions         | 32,500            | 14,320               | 16,400            |
| <b><u>Efficiencies:</u></b>    |                   |                      |                   |
| Total Collections              | 57,410            | 56,300               | 58,000            |
| Program Attendance             | 4,365             | 962                  | 2,500             |
| Library Visits                 | 61,623            | 6,250                | 35,700            |
| Hours Open                     | 2,635             | 708                  | 2,400             |
| Registered Library Patrons     | 12,405            | 12,500               | 13,600            |
| <b><u>Effectiveness:</u></b>   |                   |                      |                   |
| Items Per Capita (pop. 15,191) | 3.2               | 3.7                  | 3.8               |
| Circulation Per Capita         | 3.5               | 1.7                  | 3.6               |
| Library Visits Per Capita      | 3.5               | 0.4                  | 2.3               |
| Registered Patrons Per Capita  | 0.7               | 0.9                  | 0.9               |
| Savings for Patrons            | \$842,721         | \$292,725            | \$777,000         |

| Personnel Summary       | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Library Director        | 1        | 1        | 1        | 1                |                     | 1                  |
| Library Assistant       | 2        | 2        | 2        | 2                |                     | 2                  |
| Technology Librarian    | 1        | 1        | 1        | 1                |                     | 1                  |
| Library Aide            | 3.5      | 3.5      | 3.5      | 3.5              |                     | 3.5                |
| Library Aide - Seasonal | 0.5      | 0.5      | 0.5      | 0.5              |                     | 0.5                |
|                         | <b>8</b> | <b>8</b> | <b>8</b> | <b>8</b>         | -                   | <b>8</b>           |

### Organization Chart





*City Fire Engine*

### **Mission:**

It is the mission of the Taylor Fire Department to deliver timely, effective, courteous service and professional protection from all hazards that may occur in our community. We shall protect lives and property by mitigating and/or resolving emergencies threatening the wellness of our citizens and by preventing emergencies from occurring. We will do so with pride, taking ownership of our decisions and responsibilities and accept nothing less than excellence as we strive to make a difference in our community.

### **Department Description:**

The [Taylor Fire Department](#) provides Fire, Emergency Medical first response and care, Rescue, Emergency Management, Hazardous Materials responses, Fire Prevention Education, Fire Investigations, and Code Enforcement as an essential service our community has grown to depend upon. Through the leadership of our Fire Chief, Fire Marshal, administrative staff, and company officers, we provide a professional, efficient, and effective service to all in need. The fire department employs a highly trained and dedicated firefighting force and maintains the resources necessary to achieve our main objectives of “Serving with Pride, Taking Ownership, Seeking Excellence and Making a Difference” as we serve the citizens of Taylor.

The employees of the Fire Department are our greatest assets, and we firmly believe that training is a vital component of retaining valued personnel. Because the fire service is in a constant state of change, training is essential to our preparedness and customer service abilities. Our training program helps us maintain our annual requirements with the Texas Commission on Fire Protection, the Texas Department of State Health Services, the National Fire Protection Association, State & Federal Emergency Management Agencies, along with other state and federal agencies as well as gaining us the highest point value possible on our Insurance Services Office PPC rating.

The department continues to seek ways to work smarter and more efficiently with a strong and constant emphasis on firefighter safety and survival while still providing the best possible service to our citizens and area visitors.

**FY 2022 Budget Highlights:**

**Employee Talent Management**

- Training and Professional Development
- Turnout Protective Gear
- Medical Supplies
- Minor Tools and Instruments

**Internal Process Strategies**

- Office Supplies
- Computers
- Equipment Repairs and Maintenance

**Customer Strategies**

- Testing and Certification Permits
- Fire Prevention Supplies

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 2,107,658                  | 2,160,781                  | 2,305,253                     | 2,423,108                | -                        | 2,423,108                  |
| Operational Supplies            | 78,321                     | 86,200                     | 94,900                        | 91,200                   | -                        | 91,200                     |
| Facility Operations & Maint.    | 28,887                     | 33,150                     | 32,200                        | 32,800                   | -                        | 32,800                     |
| Equip. Operations & Maint.      | 297,785                    | 300,911                    | 363,911                       | 288,674                  | -                        | 288,674                    |
| Contract Services & Fees        | 62,342                     | 66,300                     | 75,724                        | 79,700                   | -                        | 79,700                     |
| Capital Outlay                  | -                          | -                          | 181,497                       | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>2,574,994</b>           | <b>2,647,342</b>           | <b>3,053,485</b>              | <b>2,915,482</b>         | <b>-</b>                 | <b>2,915,482</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Established as on-line provider of certification courses through Texas Commission on Fire Protection.
- ☒ Completed TCFP compliance inspection with no violations.
- ☒ Lead Emergency Management efforts in response to COVID-19 pandemic.
- ☒ Lead Emergency Management efforts in response to Winter Storm Uri.
- ☒ Implemented 48 on / 96 off schedule for shift personnel.
- ☒ Worked with consultant to prepare for ISO assessment.
- ☒ Placed mobile incident command trailer into service.
- ☒ All personnel certified or re-certified in Blue Card incident command.
- ☒ Participated in regional AFG grant with other fire departments to offset costs and expand annual medical exam program.

**FY 2022****Major Goals & Objectives**

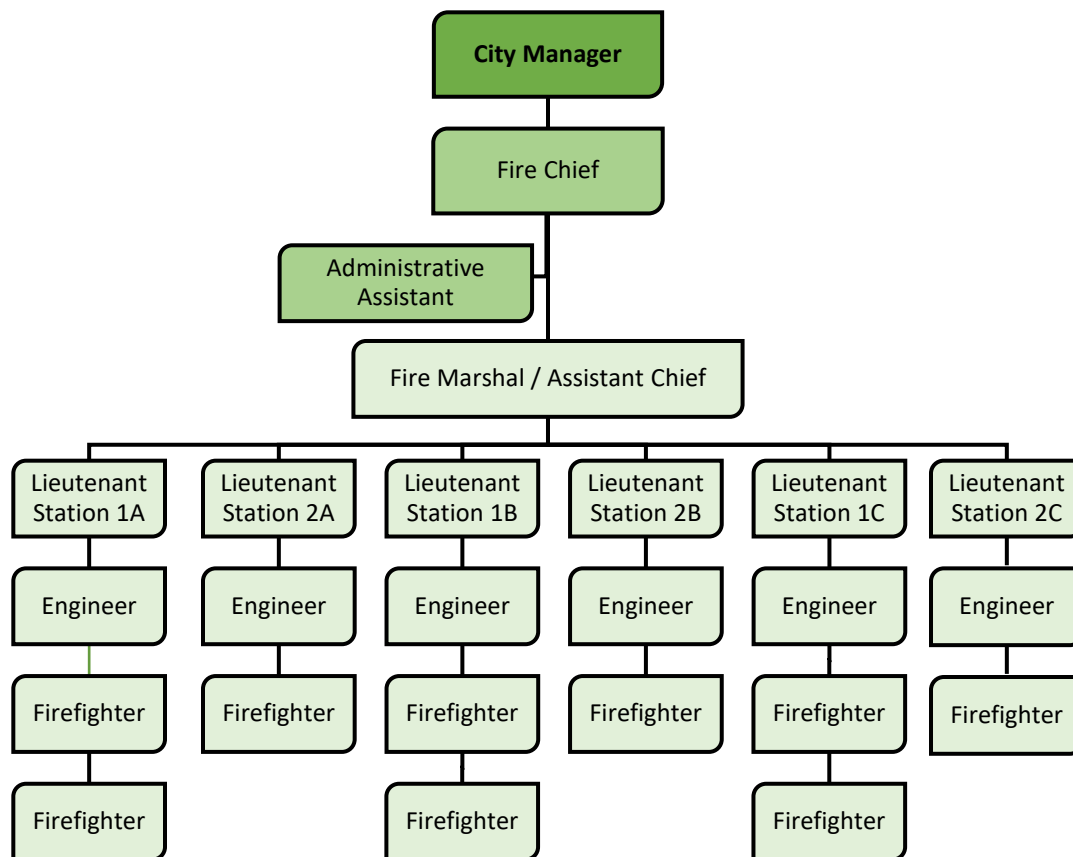
- ☐ Continue to seek ways to better serve our citizens and guests.
- ☐ Continued participation in regional AFG grant with other fire departments to offset costs and expand annual medical exam program.
- ☐ Explore methods of improving recruitment and retention of personnel.
- ☐ Continue fire safety code inspections at businesses throughout the city.
- ☐ ISO assessment to re-evaluate City's Public Protection Classification rating.
- ☐ Review and implement new fire code in conjunction with city-wide code updates.
- ☐ Further our educating of the public on general safety tips, fire prevention, and handling of emergencies in the workplace and the home.
- ☐ Encourage levels of higher education and increased learning opportunities for our personnel.

| Performance Measures  | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|---|-------------------|----------------------|-------------------|
| <b><u>Outputs:</u></b>  |                   |                      |                   |
| # of Fire Related Responses                                   | 92                | 96                   | 101               |
| # of Emergency Medical Services (EMS)                         | 1,596             | 1,566                | 1,759             |
| # of Other Response Calls                                     | 687               | 748                  | 757               |
| Total Request for Emergency Services                          | 2,375             | 2,410                | 2,617             |
| <b><u>Resource Utilization:</u></b>                           |                   |                      |                   |
| % of overlapping incidents (both stations committed)          | 25%               | 28%                  | 30%               |
| <b><u>Effectiveness:</u></b>                                  |                   |                      |                   |
| Average First Unit Response Time Within City Limits (min:sec) | 5:51              | 6:22                 | 6:00              |



| <b>Personnel Summary</b>           | <b>FY 18-19</b> | <b>FY 19-20</b> | <b>FY 20-21</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>Changes</b> | <b>FY 21-22<br/>Budget</b> |
|------------------------------------|-----------------|-----------------|-----------------|--------------------------|-----------------------------|----------------------------|
| Fire Chief                         | 1.00            | 1.00            | 1.00            | 1.00                     |                             | 1.00                       |
| Assistant Fire Chief/Fire Marshall | 1.00            | 1.00            | 1.00            | 1.00                     |                             | 1.00                       |
| Fire Lieutenant                    | 6.00            | 6.00            | 6.00            | 6.00                     |                             | 6.00                       |
| Driver/Operator                    | 6.00            | 6.00            | 6.00            | 6.00                     |                             | 6.00                       |
| Firefighter/EMT                    | 9.00            | 9.00            | 9.00            | 9.00                     |                             | 9.00                       |
| Administrative Assistant           | 1.00            | 1.00            | 1.00            | 1.00                     |                             | 1.00                       |
|                                    | <b>24.00</b>    | <b>24.00</b>    | <b>24.00</b>    | <b>24.00</b>             | <b>-</b>                    | <b>24.00</b>               |

### Organization Chart



*City Police Vehicle***Mission:**

It is the mission of the Taylor Police Department to provide the highest level of proactive and responsive service to the City of Taylor in partnership with neighborhoods and the entire community. We shall endeavor to detect and solve problems to thereby afford the citizens of Taylor the highest quality of life possible. This service shall be provided with honor, integrity, and pride.

**Department Description:**

The [Taylor Police Department](#) is a progressive, values-based organization that works in partnership with the community to address issues that affect the quality of life, and in concert with stakeholders, seeks to improve the quality of life for the residents, businesses, and visitors of the City of Taylor. We are a 24/7 full-service law enforcement agency with our own Communications/911 center.

Taylor continues to maintain a low violent crime rate. The department's command structure and organizational chart shows the number of sworn classifications under the Police Chief include 2 appointed Commanders, 5 Sergeants, 4 Corporals, and 18 Police Officers. The staffing contains a minimal number of specialized positions, deploying 22 of our 30 officers (73%) to patrol duties or traffic enforcement duties.

The Taylor Police Department was also awarded a one-year continuation grant through the Office of the Governor allowing our Victims Services Coordinator position, which is 80% grant funded and 20% city funded, to continue through the end of the 2021 fiscal year.

**FY 2022 Budget Highlights - POLICE:****Employee Talent Management**

- Uniforms, Vests, Badges, etc.
- Virtual Training and Professional Development
- \*Law Enforcement Mental Health Services, \$10,000

**Customer Strategies**

- Victim Services Coordinator
- WILCO Children's Advocacy Center Contribution

**Internal Process Strategies**

- Body Worn and In-Car Cameras
- Firearms Supplies
- Investigative Supplies
- Computer Replacement

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 3,322,729                  | 3,431,324                  | 3,504,562                     | 3,758,162                | -                        | 3,758,162                  |
| Operational Supplies            | 47,292                     | 41,520                     | 41,875                        | 46,045                   | -                        | 46,045                     |
| Facility Operations & Maint.    | 33,477                     | 34,335                     | 34,400                        | 34,700                   | -                        | 34,700                     |
| Equip. Operations & Maint.      | 283,763                    | 234,302                    | 233,302                       | 221,897                  | -                        | 221,897                    |
| Contract Services & Fees        | 216,180                    | 245,830                    | 224,420                       | 259,240                  | 10,000                   | 269,240                    |
| Capital Outlay                  | -                          | -                          | 127,797                       | -                        | -                        | -                          |
| Contributions & Contingencies   | 18,000                     | 18,000                     | 18,000                        | 18,000                   | -                        | 18,000                     |
| <b>Total Department Budget:</b> | <b>3,921,442</b>           | <b>4,005,311</b>           | <b>4,184,356</b>              | <b>4,338,044</b>         | <b>10,000</b>            | <b>4,348,044</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2022 Budget Highlights – ANIMAL CONTROL (ACO):****Employee Talent Management**

- Training and Professional Development

**Customer Strategies**

- Animal Control Devices
- Veterinary Services
- Hoses, sprayers, etc.
- Bowls, Leashes, Food, etc.
- Structural Improvements

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 147,192                    | 161,692                    | 117,418                       | 124,598                  | -                        | 124,598                    |
| Operational Supplies            | 5,974                      | 8,380                      | 4,900                         | 6,330                    | -                        | 6,330                      |
| Facility Operations & Maint.    | 7,794                      | 13,560                     | 18,360                        | 13,400                   | -                        | 13,400                     |
| Equip. Operations & Maint.      | 19,269                     | 19,719                     | 19,269                        | 10,000                   | -                        | 10,000                     |
| Contract Services & Fees        | 19,641                     | 21,210                     | 83,120                        | 89,700                   | -                        | 89,700                     |
| <b>Total Department Budget:</b> | <b>199,870</b>             | <b>224,561</b>             | <b>243,067</b>                | <b>244,028</b>           | <b>-</b>                 | <b>244,028</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☑ In June, the Police Department received an accredited “Recognized Agency” status, meeting the Texas Police Chiefs Association – Best Practices Recognition Program standards.
- ☑ Replaced and upgraded ten end of life Electronic Ticket Writers.
- ☑ The Office of the Governor awarded the Taylor Police Department a 1-year continuation grant in the amount of \$65,947.20 allowing our Victim Services Coordinator position to continue through 2021.
- ☑ Command Staff ensured that PPE was readily available for personnel to attempt to prevent COVID-19 infection.
- ☑ Communications Supervisor Theresa Briones received the Hope Alliance Officer of the Year Award for providing outstanding service to victims of crime.
- ☑ Received award for the Department of Justice’s Patrick Leahy Bulletproof Vest Partnership Grant. The grant will cover the funding of 50% of 12 Vests in the amount of \$4,416.12.
- ☑ Purchases reality-based training ammunition for training purposes.
- ☑ Completed purchase of Command Trailer with Koch Grant funds, in partnership with the Fire Department
- ☑ The Taylor Animal Shelter was given a favorable rating during their annual state inspection in May.
- ☑ Current, Animal Shelter improvements included new security cameras, lighting, and painted tower.

**FY 2022****Major Goals & Objectives**

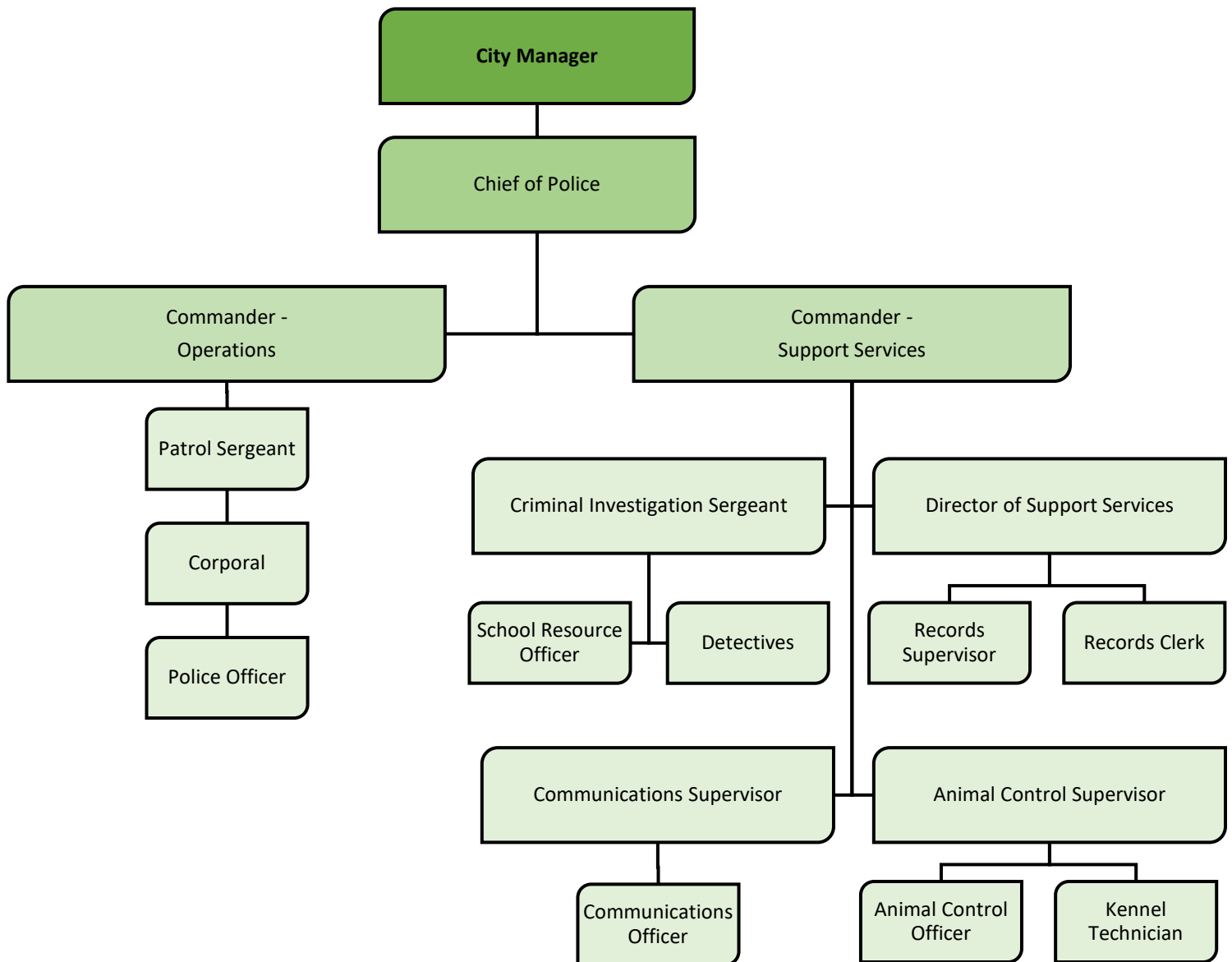
- ☐ With the objective of one additional Patrol Officer on the street, add four new Police Officer positions, which adds one additional officer to each of the four patrol shifts.
- ☐ Continue with our Victim Services Coordinator position to provide needed services to victims of crime and their families and apply for an additional 1-year continuance grant.
- ☐ Reapplied and received for the Department of Justice’s Patrick Leahy Bulletproof Vest Partnership.
- ☐ Accept, if awarded, the Edward Byrne Memorial Justice Assistance Grant (JAG) to enable our Department to replace and upgrade In-car cameras and Body Worn Cameras for Patrol and Traffic Officers.
- ☐ Provide additional access to additional Mental Health Services for sworn staff.
- ☐ Resume community engagement events such as Coffee with a Cop, National Night Out, etc.
- ☐ Update patrol vehicle graphics.
- ☐ Continue to make improvements and upgrades to Animal Shelter.

| Performance Measures   | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|--|-------------------|----------------------|-------------------|
| <b><u>Outputs:</u></b>   |                   |                      |                   |
| Offense Reports – Total  | 1,680             | 1,352                | 1,573             |
| Arrests  | 334               | 325                  | 382               |
| Calls for Service  | 24,724            | 22,195               | 25,871            |
| Traffic Stops  | 3,579             | 5,517                | 3,801             |
| Citations  | 3,927             | 4,090                | 4,153             |
| Accidents  | 492               | 551                  | 529               |
| <b><u>Effectiveness:</u></b>   |                   |                      |                   |
| Clearance Rate for Group A Offenses  | 22%               | 34%                  | 40%               |
| <b><u>Efficiencies:</u></b>  |                   |                      |                   |
| Patrol and Traffic Staffing as a % of sworn Classifications under Police Chief | 73%               | 73%                  | 73%               |

| Personnel Summary - POLICE     | FY 18-19  | FY 19-20  | FY 20-21  | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|--------------------------------|-----------|-----------|-----------|------------------|---------------------|--------------------|
| Police Chief                   | 1         | 1         | 1         | 1                |                     | 1                  |
| Police Commander               | 2         | 2         | 2         | 2                |                     | 2                  |
| Patrol Sergeant                | 5         | 5         | 5         | 5                |                     | 5                  |
| Patrol Corporal                | 4         | 4         | 4         | 4                |                     | 4                  |
| Police Officer                 | 15        | 16        | 16        | 16               |                     | 16                 |
| Traffic Unit Officers          | 2         | 2         | 2         | 2                |                     | 2                  |
| Communication Supervisor       | 1         | 1         | 1         | 1                |                     | 1                  |
| Communication Officer          | 6         | 6         | 6         | 6                |                     | 6                  |
| Support Services Administrator | 1         | 1         | 1         | 1                |                     | 1                  |
| Victims Advocate Assistant     | 1         | 1         | 1         | 1                |                     | 1                  |
| Records Supervisor             | 1         | 1         | 1         | 1                |                     | 1                  |
|                                | <b>39</b> | <b>40</b> | <b>40</b> | <b>40</b>        | <b>-</b>            | <b>40</b>          |

| Personnel Summary - ACO   | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Animal Control Supervisor | 1        | 1        | 1        | 1                |                     | 1                  |
| Animal Control Officer    | 0.5      | 1        | 1        | 1                |                     | 1                  |
| Kennel Technician         | 1.5      | 1        | 1        | 1                |                     | 1                  |
|                           | <b>3</b> | <b>3</b> | <b>3</b> | <b>3</b>         | <b>-</b>            | <b>3</b>           |

## Organization Chart







*Street Crew Raking Asphalt for Level-Up Program*

**Mission:**

The Street /Grounds Department will continue to improve and provide the highest level of customer service to the citizens of Taylor.

**Department Description:**

The [Street / Grounds Division](#) is responsible for maintaining city streets, drainage ways, city owned sidewalks, street signs, pavement markings, parkland, municipal airport, public properties, and the city cemetery. The Street/Grounds Division provides the traveling public with:

- High level of customer service.
- Protection of the investment of the public streets through adequate repairs and preventive maintenance.
- Timely response to hazardous and inclement conditions.
- Repair and replacement of all street signs.
- Proper drainage maintenance.
- Citizen Issue Resolution

**FY 2022 Budget Highlights:****Employee Talent Management**

- Training and Professional Development

**Customer Strategies**

- Street Repair Materials
- Striping and Street Signs
- Street Maintenance Equipment
- \*Contract Mowing, \$120,000
- Grounds Keeping Equipment

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 1,021,619                  | 1,012,260                  | 1,056,268                     | 1,108,739                | -                        | 1,108,739                  |
| Operational Supplies            | 78,833                     | 103,852                    | 141,342                       | 140,255                  | -                        | 140,255                    |
| Facility Operations & Maint.    | 68,919                     | 84,363                     | 85,490                        | 86,360                   | -                        | 86,360                     |
| Equip. Operations & Maint.      | 239,695                    | 268,240                    | 296,119                       | 272,519                  | -                        | 272,519                    |
| Contract Services & Fees        | 241,110                    | 236,909                    | 295,981                       | 255,981                  | 120,000                  | 375,981                    |
| Capital Outlay                  | -                          | -                          | 12,400                        | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>1,650,175</b>           | <b>1,705,624</b>           | <b>1,887,600</b>              | <b>1,863,854</b>         | <b>120,000</b>           | <b>1,983,854</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Coordinated and assisted the annual Community Cleanup.
- ☒ Assisted with all Special Events: Christmas lighting, and banners.
- ☒ Continued with street repairs and drainage issues on several city streets and right of ways.
- ☒ Continued the citizen interface (Accela) trouble request program.
- ☒ Maintaining CDL licenses and certifications.
- ☒ Provide barricades & street closure for various events
- ☒ Finished Avery Glen Phase II and Build out.
- ☒ Continued operator training program.
- ☒ Continued PW Level-up Program.
- ☒ Continued the Crack Seal Program.
- ☒ Continued inspection Program.

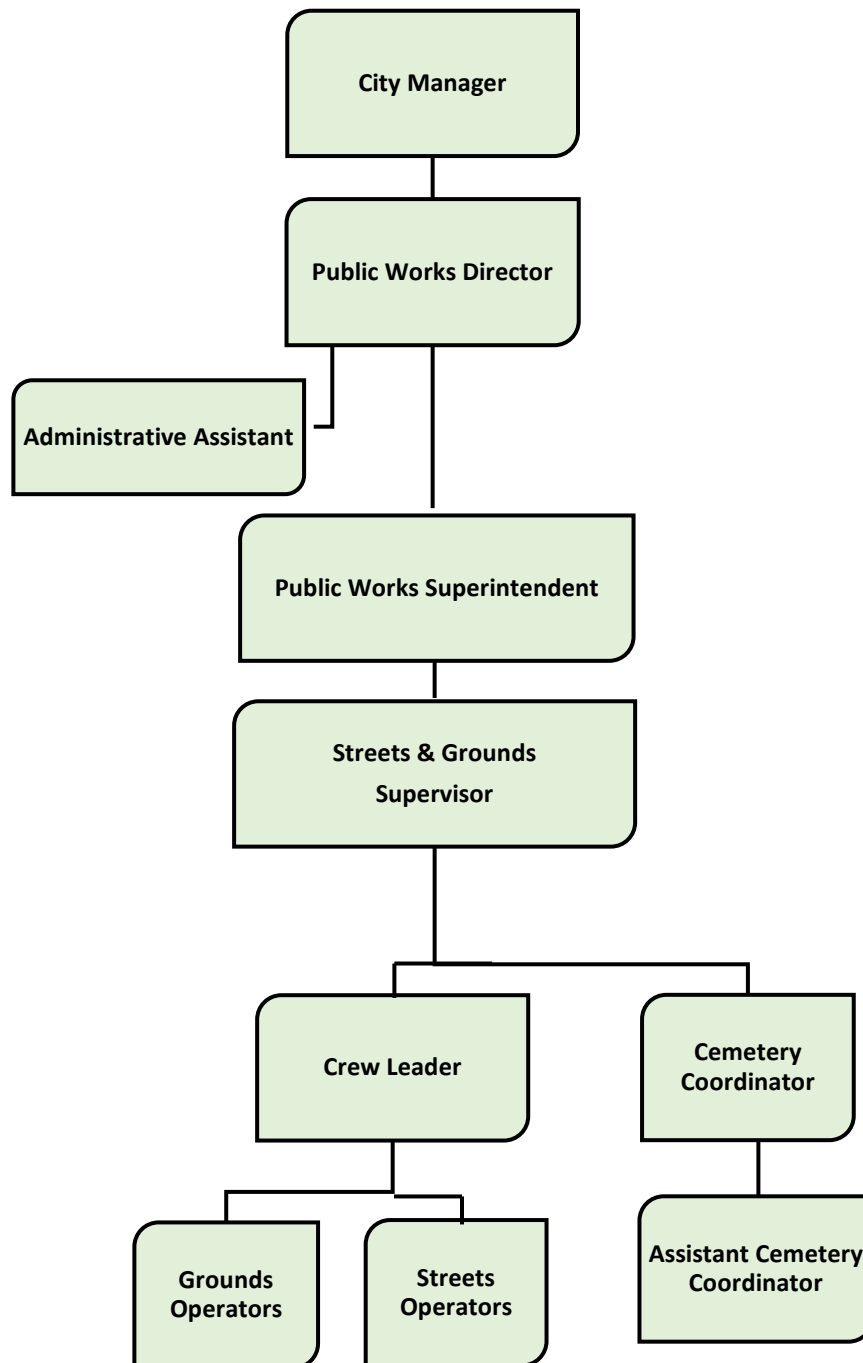
**FY 2022****Major Goals & Objectives**

- ☐ Provide prompt and courteous service to all citizens of Taylor
- ☐ Protect the investment of the public streets through adequate repair and preventive maintenance
- ☐ Continue with our crack seal program
- ☐ Continue training and safety programs needed to provide employees with the latest regulations and standards need for their jobs.
- ☐ Continue to cross train employees in various aspects of job
- ☐ Continue IWORQ data
- ☐ Increased street asphalt/ leveling work.
- ☐ City drainage
- ☐ Expanded Level-up program.

| Performance Measures                   | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--|--------------------|-----------------------|--------------------|
| <b><u>Inputs:</u></b>                  |                    |                       |                    |
| # of full-time employees               | 18                 | 18                    | 21                 |
| # of Temp employees                    | 0                  | 0                     | 0                  |
| <b><u>Outputs:</u></b>                 |                    |                       |                    |
| Patching in tons                       | 1,107              | 3,191                 | 3,200              |
| Crack sealing in tons                  | 17                 | 9                     | 9                  |
| Tac Oil in gallons                     | 2,903              | 9,365                 | 9,400              |
| Sweeping Debris                        |                    |                       | No program         |
| Park Acreage                           | 243                | 243                   | 243                |
| Cemetery Acreage                       | 127                | 127                   | 127                |
| Airport Acreage                        | 185                | 185                   | 185                |
| City Properties Acreage                | 3                  | 3                     | 3                  |
| Trustee Properties Acreage             | 2                  | 2                     | 2                  |
| Right of Way Acreage                   | 122                | 133                   | 122                |
| Total Acreage Crew Cuts                | 439                | 450                   | 439                |
| <b><u>Effectiveness:</u></b>           |                    |                       |                    |
| % Utility cuts repaired within 30 days | 65%                | 95%                   | 85%                |
| % Sweeping completed on schedule       | 85%                | 85%                   | 85%                |
| % Park Mowing with 25 days             | 90%                | 100%                  | 95%                |
| <b><u>Efficiencies:</u></b>            |                    |                       |                    |
| Street miles maintained per employee   | 14                 | 17                    | 17                 |
| Street miles maintained                | 112                | 136                   | 136                |
| Park acreage per employee              | 49                 | 41                    | 41                 |

| Personnel Summary            | FY 18-19  | FY 19-20  | FY 20-21  | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|------------------------------|-----------|-----------|-----------|------------------|---------------------|--------------------|
| Public Works Director        | 1         | 1         | 1         | 1                |                     | 1                  |
| Public Works Superintendent  | 1         | 1         | 1         | 1                |                     | 1                  |
| Streets & Grounds Supervisor | 1         | 1         | 1         | 1                |                     | 1                  |
| Administrative Assistant     | 1         | 1         | 1         | 1                |                     | 1                  |
| Crew Leader I                | 1         | 1         | 2         | 2                |                     | 2                  |
| Equipment Operator III       | 1         | 1         | 1         | 1                |                     | 1                  |
| Equipment Operator II        | 2         | 2         | 2         | 2                |                     | 2                  |
| Equipment Operator I         | 5         | 8         | 7         | 7                |                     | 7                  |
|                              | <b>13</b> | <b>16</b> | <b>16</b> | <b>16</b>        | <b>-</b>            | <b>16</b>          |

## Organization Chart







*Taylor Regional Park & Sports Complex*

**Mission:**

To enhance the quality of life through positive recreational experiences in the community by maintaining and enhancing park facilities and athletic fields and facilitating quality special event programming and sports tournaments.

**Department Description:**

The Parks and Recreation Department [Parks and Trails | Taylor, TX - Official Website](#) is responsible for maintaining twenty-two athletic fields, two pools, two splash pads, four rentable pavilions, one community center, one skate park, developing and implementing city wide special events, sustaining tourism through activities at the Taylor Regional Park and Sports Complex and providing other recreational activities through cooperation with local leagues and associations.

**FY 2022 Budget Highlights:****Customer and Culture Strategies**

- Relocation of Parks and Recreation Office to Memorial Field House
- Valero Quality of Life Projects - Robinson Park [Fannie Robinson Park | Taylor, TX - Official Website](#)  
Basketball Court Lighting, Pierce Skate Park [Pierce Park | Taylor, TX - Official Website](#) Lighting
- Taylor Regional Park [Taylor Regional Park and Sports Complex | Taylor, TX - Official Website](#) (Phase II)/Doak Park project
- \*In House Parks Master Plan Items, \$30,000

**Internal Process Strategies**

- Onboarding of Recreation Software

| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|------------------|------------------|--------------------|
| Employee Services               | 515,838            | 525,979            | 538,052               | 571,960          | -                | 571,960            |
| Operational Supplies            | 78,522             | 93,204             | 101,747               | 93,204           | -                | 93,204             |
| Facility Operations & Maint.    | 115,182            | 143,170            | 142,690               | 146,440          | -                | 146,440            |
| Equip. Operations & Maint.      | 113,046            | 106,636            | 107,961               | 94,272           | -                | 94,272             |
| Contract Services & Fees        | 195,411            | 172,319            | 160,161               | 150,061          | 30,000           | 180,061            |
| Capital Outlay                  | 58,138             | -                  | 203,800               | -                | -                | -                  |
| <b>Total Department Budget:</b> | <b>1,076,138</b>   | <b>1,041,308</b>   | <b>1,254,411</b>      | <b>1,055,937</b> | <b>30,000</b>    | <b>1,085,937</b>   |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



**FY 2021****Major Accomplishments**

- ☒ Completed construction of the Dickey-Givens Community Center
- ☒ Completed Valero Quality of Life Projects- Robinson Park Restroom/Basketball Court Lighting, Pierce Skate Park Lighting
- ☒ Lighting upgrade for Robinson Softball Fields approved
- ☒ 2020 Parks Master Plan for Murphy Park, Robinson Park and Bull Branch Park completed and adopted
- ☒ Operations and Maintenance plan completed and adopted
- ☒ Relocated Parks and Recreation Offices to Memorial Field House
- ☒ Increased use of park property for filming of commercials/television shows.

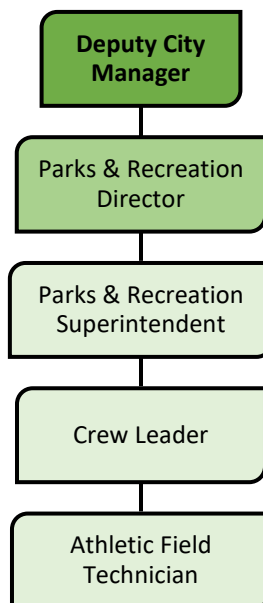
**FY 2022****Major Goals & Objectives**

- ☐ Complete Taylor Regional Park/ Doak Park construction project
- ☐ Work closely with local community groups to provide high quality recreational opportunities
- ☐ Review and amend Parks and Recreation related City Ordinances (Parkland Dedication)
- ☐ Activate parks and facilities through vibrant programs, events, and recreation opportunities for people of all ages, abilities, cultures, and interests
- ☐ Complete “in house” projects identified in the 2020 Parks Master Plan

| Performance Measures                                | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Inputs:</u></b>                               |                    |                       |                    |
| # of full-time employees                            | 8                  | 8                     | 8                  |
| # of part-time employees                            | 0                  | 0                     | 0                  |
| <b><u>Outputs:</u></b>                              |                    |                       |                    |
| Park Acres Maintained                               | 240                | 248                   | 248                |
| Pools Maintained                                    | 2                  | 2                     | 2                  |
| Splashpads Maintained                               | 2                  | 2                     | 2                  |
| Pavilions Maintained                                | 4                  | 4                     | 4                  |
| Athletic Fields Maintained                          | 20                 | 21                    | 22                 |
| 8 Tennis Courts/3 Pickleball Courts                 | 11                 | 11                    | 11                 |
| Tournaments Held                                    | 18                 | 25                    | 52                 |
| Revenue Generated Taylor Regional Park              | \$36,107           | \$52,899              | \$105,000          |
| Taylor Regional Park Visitors                       | 45,000             | 50,000                | 100,000            |
| <b><u>Efficiencies:</u></b>                         |                    |                       |                    |
| Acres maintained per employee                       | 40                 | 41                    | 41                 |
| Fields maintained per employee                      | 3.3                | 3.5                   | 3.6                |
| Revenue generated per tournament                    | \$2,005            | \$2,115               | \$3,000            |
| Visitors per tournament                             | 2,900              | 2,838                 | 3,000              |
| Pool Revenue Generated                              | \$0                | \$20,000              | \$22,000           |
| <b><u>Effectiveness:</u></b>                        |                    |                       |                    |
| % field maintenance requests resolved in 30 days    | 100%               | 99%                   | 99%                |
| % of available weekends vs. # of tournaments held   | 94%                | 95%                   | 99%                |
| % of pool maintenance issues resolved within 7 days | 100%               | 95%                   | 99%                |

| Personnel Summary                 | FY 18-19 | FY 19-20 | FY 20-21 | FY 20-21<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-----------------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Parks & Recreation Director       | 1        | 1        | 1        | 1                |                     | 1                  |
| Parks & Recreation Superintendent | 1        | 1        | 1        | 1                |                     | 1                  |
| Athletic Field Technician         | 4        | 5        | 5        | 5                |                     | 5                  |
| Crew Leader I                     | -        | 1        | 1        | 1                |                     | 1                  |
|                                   | <b>6</b> | <b>8</b> | <b>8</b> | <b>8</b>         | <b>-</b>            | <b>8</b>           |

### Organization Chart





*Central Fire Station*

**Mission:**

To provide quality facilities which support the requirements of City employees and citizen services, to provide professional maintenance and repair of environmental, electrical, mechanical, plumbing, and structural systems with the effective use of in-house and contract resources, and to provide customer-oriented custodial and cleaning services for City facilities.

**Department Description:**

The Building Maintenance Department is responsible for the maintenance and repair of all City-owned facilities. In addition to providing a preventive maintenance program, the department responds to requests for repairs to plumbing, electrical, heating, and cooling systems. Other tasks performed include janitorial services, painting, and general repairs. The department is also responsible for obtaining contracts for the City's security and fire systems.

**FY 2022 Budget Highlights:****Internal Process Strategies**

- Drills, Hand Tools
- Flags, Batteries/Bulbs, Filters
- Roofing Repairs
- Plumbing Repairs
- Building Materials
- Miscellaneous Hardware
- Pest Control
- \*City Hall Offices, \$20,000

**Customer Strategies**

- Fire Prevention Supplies
- Medical Supplies

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 257,901                    | 258,607                    | 257,411                       | 307,225                  | -                        | 307,225                    |
| Operational Supplies            | 19,991                     | 23,370                     | 23,370                        | 23,370                   | -                        | 23,370                     |
| Facility Operations & Maint.    | 134,942                    | 170,054                    | 181,612                       | 169,612                  | 20,000                   | 189,612                    |
| Equip. Operations & Maint.      | 24,135                     | 24,615                     | 24,365                        | 33,934                   | -                        | 33,934                     |
| Contract Services & Fees        | 38,819                     | 21,100                     | 149,056                       | 22,556                   | -                        | 22,556                     |
| <b>Total Department Budget:</b> | <b>475,788</b>             | <b>497,746</b>             | <b>635,814</b>                | <b>556,697</b>           | <b>20,000</b>            | <b>576,697</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Renovated and installed new flooring at City Hall
- ☒ Renovated and replaced flooring at Memorial Field House
- ☒ Leveled foundation and porch area at the Moody Museum
- ☒ Installed hand sanitizer dispensers in all city facilities
- ☒ Upgraded the exit and emergency lights
- ☒ Renovated and painted offices in the Fire Administration building
- ☒ Installed new benches at the Library
- ☒ Replaced HVAC systems to improve efficiency
- ☒ Replaced fascia and gutters at the Utility Maintenance Office
- ☒ Repaired prolonged roof leaks in all city facilities
- ☒ Maintained all City buildings with minimal downtime

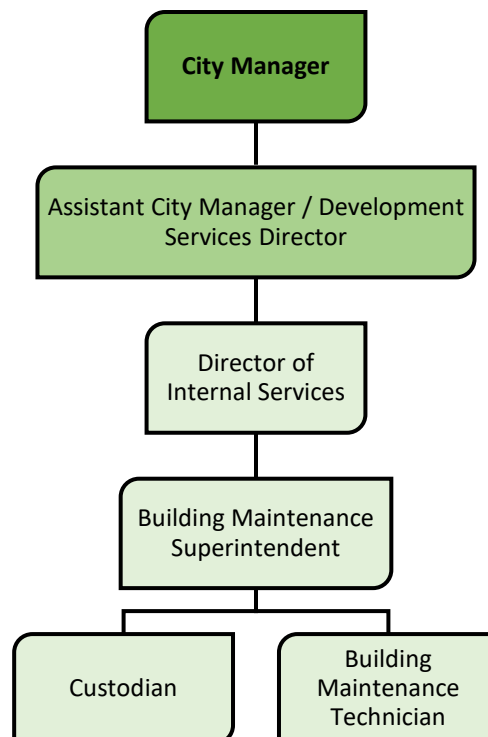
**FY 2022****Major Goals & Objectives**

- ☐ Replace flooring in Public Works offices
- ☐ Replace sewer line at the Moody Museum
- ☐ Install vehicle exhaust system at Fire Stations
- ☐ Replace HVAC systems to increase energy efficiency in city facilities
- ☐ Keep all city facilities up to an acceptable level of quality, safety and in compliance with legal standards
- ☐ Install more AED's in city facilities
- ☐ Repaint offices at various locations
- ☐ Continue to provide quality customer service

| Performance Measures                             | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|--|--------------------|-----------------------|--------------------|
| <b>Inputs:</b>                                   |                    |                       |                    |
| # of full-time employees                         | 3                  | 3                     | 3                  |
| # of part-time employees                         | 2                  | 2                     | 1                  |
| <b>Outputs:</b>                                  |                    |                       |                    |
| # of Work Orders completed                       | 410                | 400                   | 380                |
| # of City Facilities maintained                  | 19                 | 23                    | 23                 |
| <b>Effectiveness:</b>                            |                    |                       |                    |
| % of Work Orders completed within 2 working days | 97%                | 97%                   | 98%                |
| <b>Efficiencies:</b>                             |                    |                       |                    |
| Facility Maintenance Cost                        | \$95,212           | \$100,000             | \$90,000           |

| Personnel Summary               | FY 18-19 | FY 19-20   | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|---------------------------------|----------|------------|----------|------------------|---------------------|--------------------|
| Director of Internal Services   | 1        | 1          | 1        | 1                |                     | 1                  |
| Building Maint. Superintendent  | 1        | 1          | 1        | 1                |                     | 1                  |
| Custodian                       | 1.5      | 1          | 1        | 1                |                     | 1                  |
| Building Maintenance Technician | 0.5      | 0.5        | 1        | 1                |                     | 1                  |
|                                 | <b>4</b> | <b>3.5</b> | <b>4</b> | <b>4</b>         | <b>-</b>            | <b>4</b>           |

### Organization Chart



**Mission:**

The Engineering Department will ensure that all bond projects are managed and delivered to the citizens in a timely manner, review and oversee all development proposals, and implement all ordinances related to construction and development of the city's infrastructure.

**Department Description:**

The Engineering Department strives to provide excellence in the guidance and direction of all planning, design, and construction of capital and development projects in the City of Taylor, while maintaining a commitment to professionalism and cost-effective customer service. Please see the CIP section for more details.

**FY 2022 Budget Highlights:****Internal Process Strategies**

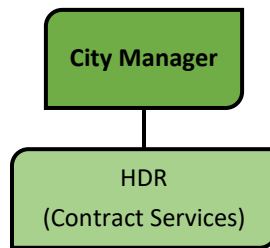
- Funding for HDR Engineering Services

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Facility Operations & Maint.    | 482                        | -                          | -                             | -                        | -                        | -                          |
| Contract Services & Fees        | 163,653                    | 150,000                    | 270,000                       | 175,000                  | -                        | 175,000                    |
| <b>Total Department Budget:</b> | <b>164,135</b>             | <b>150,000</b>             | <b>270,000</b>                | <b>175,000</b>           | <b>-</b>                 | <b>175,000</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



| Personnel Summary | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Senior Engineer   | 1        | -        | -        | -                | -                   | -                  |
|                   | 1        | 0        | 0        | 0                | -                   | 0                  |

**Organization Chart**

**Mission:**

The Information Technology Department strives to provide the best support and innovation in the delivery of information technology products and services to all city employees and the community.

**Department Description:**

The Information Technology Department is responsible for maintaining, repairing and safeguarding the technology hardware that the City utilizes to provide necessary services to the citizens of Taylor. It has the responsibility to standardize and inventory the hardware and software components that make up the technology systems throughout the City.

**FY 2022 Budget Highlights:****Internal Process Strategies**

- Computer Accessories
- PowerEdge R640 Server
- AT&T Internet
- On Technology IT Consultant
- Cylance Anti-Virus
- Barracuda Web/Spam Filter
- Microsoft Office 365 Business
- Adobe Creative Cloud

| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|------------------|------------------|--------------------|
| Employee Services               | 70,420             | 70,542             | 72,395                | -                | -                | -                  |
| Operational Supplies            | 18,975             | 21,403             | 31,003                | -                | -                | -                  |
| Facility Operations & Maint.    | 31,422             | 31,736             | 31,736                | 30,680           | -                | 30,680             |
| Equip. Operations & Maint.      | 15,127             | 15,352             | 15,127                | -                | -                | -                  |
| Contract Services & Fees        | 108,906            | 124,210            | 124,210               | 188,154          | -                | 188,154            |
| <b>Total Department Budget:</b> | <b>244,850</b>     | <b>263,243</b>     | <b>274,471</b>        | <b>218,834</b>   | <b>-</b>         | <b>218,834</b>     |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Installed web cams on city computers for remote meetings
- ☒ Upgraded telephone system software at all city facilities
- ☒ Set up remote access for all city employees
- ☒ Upgraded the City Hall server
- ☒ Installed AV system at the Library
- ☒ Upgraded internet service at the Library
- ☒ Implemented Office 365
- ☒ Upgraded management personnel to Surface Pro devices
- ☒ Upgraded Windows 7 to Windows 10
- ☒ Upgraded cell phones to latest technology
- ☒ Continued replacement of computers and laptops to the latest technology

**FY 2022****Major Goals & Objectives**

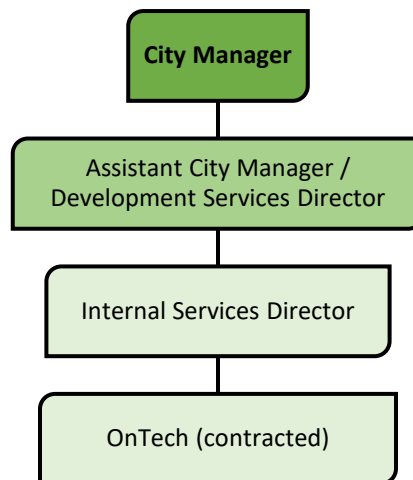
- ☐ Upgrade the Library server
- ☐ Continual replacement of computers and laptops
- ☐ Continual upgrade of Windows 7 to Windows 10
- ☐ Continual replacement of cell phones to the latest technology
- ☐ Comply with all rules and laws dictating the storage and use of sensitive information
- ☐ Provide professional level of support and training to technology users
- ☐ Maintain a high level of customer satisfaction
- ☐ Provide information technology maintenance, planning, and development to enhance the City of Taylor's technical infrastructure
- ☐ Assist Tax Organization with setup in City Hall and the Library

| Performance Measures                        | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Inputs:</u></b>                       |                    |                       |                    |
| # of full-time employees                    | 1                  | 1                     | 1                  |
| # of part-time employees                    | 0                  | 0                     | 0                  |
| <b><u>Outputs:</u></b>                      |                    |                       |                    |
| # of Personal Computers and Laptops         | 220                | 225                   | 225                |
| # of Network/Email/Web/File Servers         | 7                  | 7                     | 7                  |
| # of Service Requests                       | 448                | 300                   | 400                |
| <b><u>Effectiveness:</u></b>                |                    |                       |                    |
| % of Support Calls resolved within 24 hours | 93%                | 94%                   | 95%                |
| <b><u>Efficiencies:</u></b>                 |                    |                       |                    |
| Average response time for service requests  | 30                 | 30                    | 30                 |

| Personnel Summary                 | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-----------------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Information Technology Specialist | 1        | 1        | 1        | 1                | -1*                 | -                  |
|                                   | 1        | 1        | 1        | 1                | -1                  | -                  |

\*- Retired IT Specialist was not replaced and the IT services are now contracted.

### Organization Chart



**About:**

The Non-Departmental budget consists of budget items that are either not particular to a single department or they apply to all departments within the fund.

It may include items such as interfund transfers out of the General Fund, property and sales tax rebates, other contributions to local organizations, and payment of insurance claims, for example.

**FY 2022 Budget Highlights:****Financial Strategies**

- The City occasionally provides economic incentives for business development through Chapter 380 Agreements. Such incentives are accounted for in the Non-Departmental budget.
- HOME Program (4 Houses)

**Culture Strategies**

- Public Arts Projects

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Operational Supplies            | 131,271                    | -                          | 551,000                       | -                        | -                        | -                          |
| Contract Services & Fees        | 314,310                    | 321,800                    | 326,350                       | 161,930                  | -                        | 161,930                    |
| Capital Outlay                  | 444                        | 30,000                     | 7,500                         | 22,500                   | -                        | 22,500                     |
| Contributions & Contingencies   | 109,370                    | 277,600                    | 313,804                       | 421,455                  | -                        | 421,455                    |
| <b>Total Department Budget:</b> | <b>555,396</b>             | <b>629,400</b>             | <b>1,198,654</b>              | <b>605,885</b>           | <b>-</b>                 | <b>605,885</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.



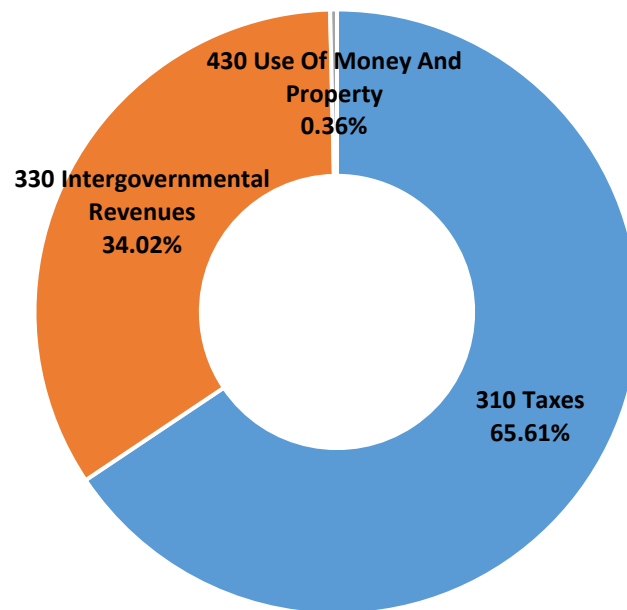
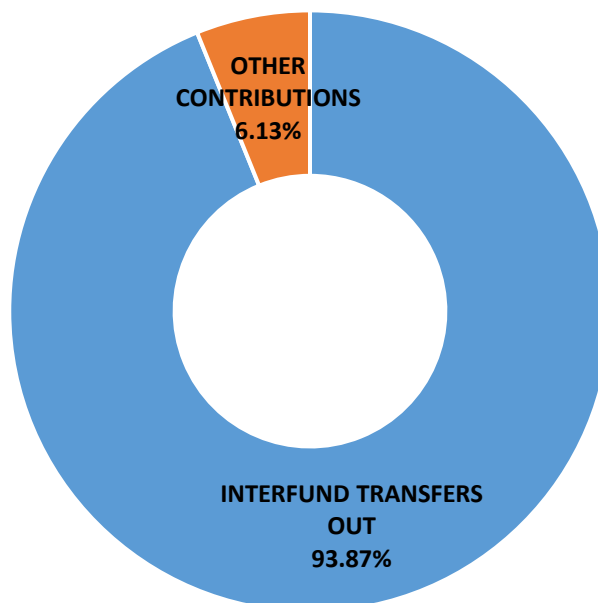
## Special Revenue Funds

|  |     |
|--|-----|
| Tax Increment Finance (TIF) Fund                 | 164 |
| Hotel Occupancy Tax (HOT) Fund                   | 166 |
| Main Street Revenue Fund                         | 168 |
| Municipal Court Special Fee Fund                 | 171 |
| Library Grant / Donation Fund                    | 173 |
| Municipal Utility Drainage System (MDUS)<br>Fund | 175 |
| Roadway Impact Fee Fund                          | 177 |
| Utility Impact Fee Fund                          | 178 |
| Transportation User Fee (TUF) Fund               | 180 |

The purpose of this fund is to set aside ad valorem tax for the redevelopment of the downtown reinvestment zone. **Revenues** are budgeted at \$411,500, which is derived from city property tax, interest income and the captured taxes from Williamson County. **Expenditures** are budgeted as \$25,000 for fire suppression grants to assist businesses in the district with the cost of installing fire suppression systems; and \$383,032 for annual debt service payments. Revenues are anticipated to exceed expenditures by \$3,468 and will add to TIF Fund reserves.

| Fund Schedule                           | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted | FY 2021 Projection | FY 2022 Proposed |
|---|----------------|----------------|-----------------|--------------------|------------------|
| <b>Revenue By Categories</b>            |                |                |                 |                    |                  |
| <b>310 Taxes</b>                        | <b>149,619</b> | <b>165,525</b> | <b>220,000</b>  | <b>248,147</b>     | <b>270,000</b>   |
| CURRENT PROPERTY TAX                    | 149,619        | 165,525        | 220,000         | 248,147            | 270,000          |
| <b>330 Intergovernmental Revenues</b>   | <b>72,728</b>  | <b>91,680</b>  | <b>113,000</b>  | <b>137,395</b>     | <b>140,000</b>   |
| TIF-WILLIAMSON COUNTY                   | 72,728         | 91,680         | 113,000         | 137,395            | 140,000          |
| <b>430 Use Of Money And Property</b>    | <b>23,300</b>  | <b>6,442</b>   | <b>4,500</b>    | <b>1,500</b>       | <b>1,500</b>     |
| INTEREST INCOME                         | 23,300         | 6,442          | 4,500           | 1,500              | 1,500            |
| <b>Revenue By Categories Total</b>      | <b>245,647</b> | <b>263,646</b> | <b>337,500</b>  | <b>387,042</b>     | <b>411,500</b>   |
| <b>Expenditures By Categories</b>       |                |                |                 |                    |                  |
| <b>Capital Improvements/Acquisition</b> | <b>-</b>       | <b>202,459</b> | <b>-</b>        | <b>15,000</b>      | <b>-</b>         |
| CONSTRUCTION                            | -              | 202,459        | -               | 15,000             | -                |
| <b>Contract Services And Fees</b>       | <b>42,262</b>  | <b>28,692</b>  | <b>-</b>        | <b>10,000</b>      | <b>-</b>         |
| OTHER CONTRACT SERVICES                 | 168            | -              | -               | -                  | -                |
| OTHER PROFESSIONAL SERVICES             | 42,094         | 28,692         | -               | 10,000             | -                |
| <b>Contributions / Contingency</b>      | <b>358,678</b> | <b>374,500</b> | <b>411,132</b>  | <b>436,132</b>     | <b>408,032</b>   |
| INTERFUND TRANSFERS OUT                 | 358,678        | 349,500        | 386,132         | 386,132            | 383,032          |
| OTHER CONTRIBUTIONS                     | -              | 25,000         | 25,000          | 50,000             | 25,000           |
| TRANSFER TO CIP                         | -              | -              | -               | -                  | -                |
| <b>Expenditures By Categories Total</b> | <b>400,940</b> | <b>605,650</b> | <b>411,132</b>  | <b>461,132</b>     | <b>408,032</b>   |

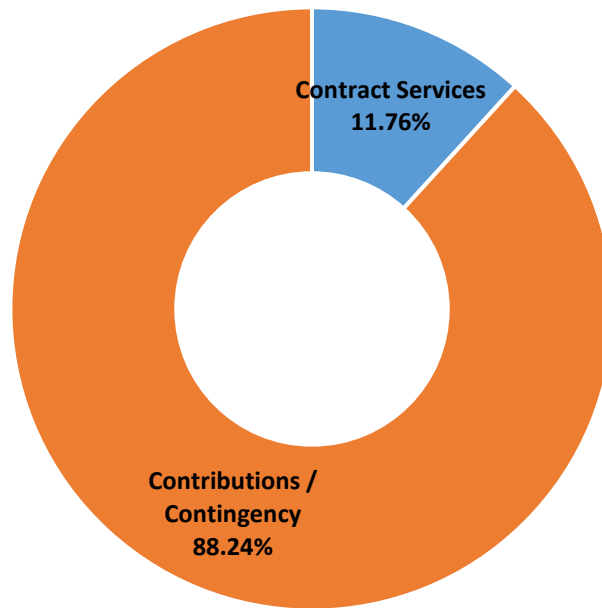


**FY 2022 Tax Increment Financing (TIF) Revenue****FY 2022 Tax Increment Financing (TIF) Expenditures**

**Revenues** for this fund come from taxes levied on guests staying at hotels/motels in Taylor. The tax rate is 7% of the charges for lodging. There are six current lodging facilities. Based on an agreement executed with the Taylor Chamber of Commerce, tax receipts up to \$50,000 are transferred to the Chamber for tourism related expenses. The reserve is maintained for discretionary use by City Council.

Revenues are budgeted at \$190,000 and reflect negotiated tax incentive for the newest facility, the Holiday Inn Express, and the reduction in collections from the from other facilities. **Expenditures** are budgeted at \$204,000, of which \$50,000 is paid to the Taylor Chamber of Commerce to be used to promote tourism in Taylor; \$24,000 for marketing contracted services; and \$5,000 to the Main Street Fund for advertising that promotes city sponsored events.

| Fund Schedule                            | FY 2019 Actual | FY 2020 Actual | FY 2021<br>Adopted Budget | FY 2021<br>Projection | FY 2022<br>Proposed |
|--|----------------|----------------|---------------------------|-----------------------|---------------------|
| <b>Revenue By Categories</b>             |                |                |                           |                       |                     |
| <b>310 Taxes</b>                         |                |                |                           |                       |                     |
| HOTEL OCCUPANCY TAX                      | 94,473         | 166,833        | 205,000                   | 190,000               | 190,000             |
| <b>310 Taxes Total</b>                   | <b>94,473</b>  | <b>166,833</b> | <b>205,000</b>            | <b>190,000</b>        | <b>190,000</b>      |
| <b>Revenue By Categories Total</b>       | <b>94,473</b>  | <b>166,833</b> | <b>205,000</b>            | <b>190,000</b>        | <b>190,000</b>      |
| <b>Expenditures By Categories</b>        |                |                |                           |                       |                     |
| <b>Contract Services And Fees</b>        |                |                |                           |                       |                     |
| ADVERTISING                              | -              | 6,000          | -                         | -                     | -                   |
| OTHER CONTRACT SERVICES                  | 20,000         | 26,868         | 20,000                    | 22,000                | 24,000              |
| <b>Contract Services And Fees Total</b>  | <b>20,000</b>  | <b>32,868</b>  | <b>20,000</b>             | <b>22,000</b>         | <b>24,000</b>       |
| <b>Contributions / Contingency</b>       |                |                |                           |                       |                     |
| 380-AGREEMENT PAYOUT                     | 10,526         | 105,503        | 130,000                   | 105,000               | 125,000             |
| INTERFUND TRANSFERS OUT                  | 5,000          | 5,000          | 5,000                     | 5,000                 | 5,000               |
| PASS THROUGH- AGENCY                     | 50,000         | 44,017         | 50,000                    | 50,000                | 50,000              |
| <b>Contributions / Contingency Total</b> | <b>65,526</b>  | <b>154,521</b> | <b>185,000</b>            | <b>160,000</b>        | <b>180,000</b>      |
| <b>Expenditures By Categories Total</b>  | <b>85,526</b>  | <b>187,388</b> | <b>205,000</b>            | <b>182,000</b>        | <b>204,000</b>      |

**FY 2022 Tax Increment Financing (TIF) Expenditures**

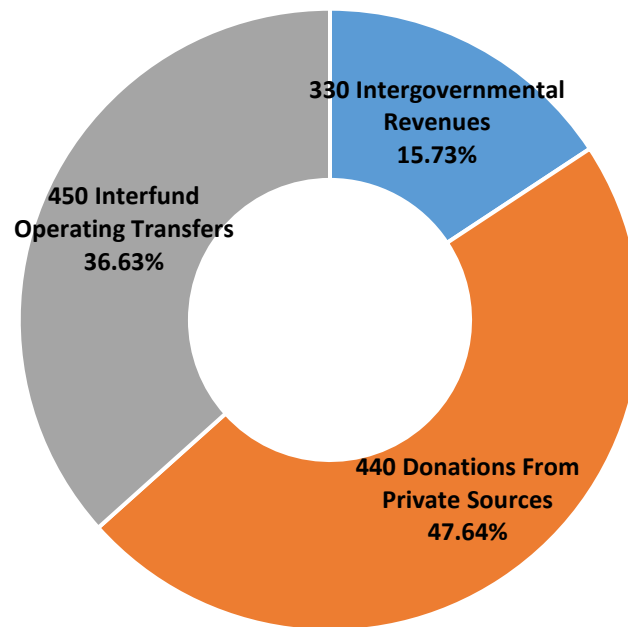
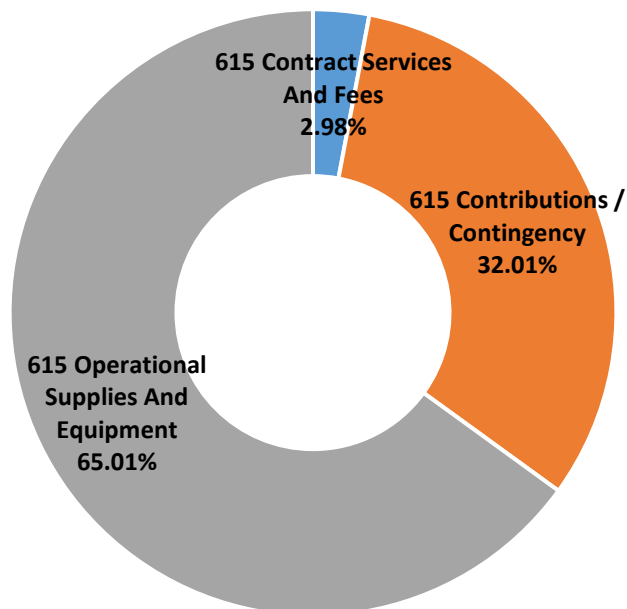
The purpose of this fund is to provide incentives for downtown businesses to improve the façades of the building they occupy (Façade Improvement Grants), assist the downtown businesses with rental assistance, and to account for donations and proceeds from fundraisers where profits are dedicated to promote downtown development.

**Revenues** are budgeted at \$108,100 and include revenues derived from City fund raising events, the annual Blackland Prairie Days, and \$39,600 in transfers from the General Fund, TIF Fund, and Hotel/Motel Fund. The transfers are to assist the programs offered by the Main Street Fund including the façade improvement grants and rent assistance to downtown businesses. **Expenditures** for the fund are budgeted at \$108,100.

| Fund Schedule                                   | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted | FY 2021 Projection | FY 2022 Proposed |
|---|----------------|----------------|-----------------|--------------------|------------------|
| <b>Revenue By Categories</b>                    |                |                |                 |                    |                  |
| <b>310 Intergovernmental Revenues</b>           | -              | -              | <b>17,000</b>   | -                  | <b>17,000</b>    |
| <b>440 Donations From Private Sources</b>       |                |                |                 |                    |                  |
| CHRISTMAS BAZAAR                                | -              | 1,855          | 2,000           | -                  | 2,000            |
| FARMERS' MARKET RENTAL FEES                     | -              | 2,866          | 2,000           | 6,000              | 6,000            |
| HERITAGE SQ CHRISTMAS LIGHTS                    | -              | -              | -               | -                  | -                |
| MAIN STREET CAR SHOW                            | -              | 28,625         | 28,000          | -                  | 25,000           |
| SALES AND OTHER FUNDRAISINGS                    | 1,752          | -              | -               | -                  | -                |
| TAYLOR BLACKLAND PRAIRIE DAYS                   | 8,895          | -              | 14,000          | -                  | 14,000           |
| WINE SWIRL                                      | -              | 4,439          | 4,500           | -                  | 4,500            |
| <b>440 Donations From Private Sources Total</b> | <b>10,647</b>  | <b>37,785</b>  | <b>50,500</b>   | <b>6,000</b>       | <b>51,500</b>    |
| <b>450 Interfund Operating Transfers</b>        |                |                |                 |                    |                  |
| TRANSFER FROM GENERAL FUND                      | 14,600         | 14,600         | 14,600          | 14,600             | 14,600           |
| TRANSFER FROM H.O.T.                            | 5,000          | 5,000          | 5,000           | 5,000              | 5,000            |
| TRANSFER FROM TIF                               | 15,000         | 10,000         | 20,000          | 20,000             | 20,000           |
| <b>450 Interfund Operating Transfers Total</b>  | <b>34,600</b>  | <b>29,600</b>  | <b>39,600</b>   | <b>39,600</b>      | <b>39,600</b>    |
| <b>Revenue By Categories Total</b>              | <b>45,247</b>  | <b>67,385</b>  | <b>107,100</b>  | <b>45,600</b>      | <b>108,100</b>   |
| <b>Expenditures By Categories</b>               |                |                |                 |                    |                  |
| <b>Contract Services And Fees</b>               |                |                |                 |                    |                  |
| ADVERTISING                                     | 533            | 900            | 5,000           | -                  | 3,225            |
| OTHER PROFESSIONAL SERVICES                     | -              | 4,257          | -               | -                  | -                |
| <b>Contract Services And Fees Total</b>         | <b>533</b>     | <b>5,157</b>   | <b>5,000</b>    | <b>-</b>           | <b>3,225</b>     |
| <b>Contributions / Contingency</b>              |                |                |                 |                    |                  |
| FACADE GRANT                                    | 14,100         | 3,425          | 20,000          | 20,000             | 20,000           |

**MAIN STREET REVENUE FUND – Fund Summary****FY 2022 Budget**

|   |               |               |               |               |                |
|---|---------------|---------------|---------------|---------------|----------------|
| RENTAL ASSISTANCE                               | 12,924        | 16,286        | 14,600        | 14,600        | 14,600         |
| <b>Contributions / Contingency Total</b>        | <b>27,024</b> | <b>19,711</b> | <b>34,600</b> | <b>34,600</b> | <b>34,600</b>  |
| <b>Operational Supplies And Equipment</b>       |               |               |               |               |                |
| CHRISTMAS BAZAAR                                | -             | 286           | -             | -             | 1,000          |
| CHRISTMAS LIGHTS SUPPLIES                       | -             | -             | -             | -             | 2,500          |
| CITY SPONSORED EVENTS                           | 787           | -             | 7,000         | 1,000         | 5,225          |
| FARMERS MARKET                                  | -             | 70            | -             | 5,000         | 6,000          |
| MAIN STREET CAR SHOW                            | -             | 28,515        | 23,000        | -             | 25,000         |
| SPOOKTACULAR                                    | -             | 468           | 1,450         | -             | 1,550          |
| TAYLOR BLACKLAND PRAIRIE DAYS                   | 10,175        | -             | 22,900        | -             | 25,000         |
| WINE SWIRL                                      | -             | 4,473         | 3,700         | -             | 4,000          |
| <b>Operational Supplies And Equipment Total</b> | <b>10,962</b> | <b>33,813</b> | <b>58,050</b> | <b>6,000</b>  | <b>70,275</b>  |
| <b>Expenditures By Categories Total</b>         | <b>38,519</b> | <b>58,681</b> | <b>97,650</b> | <b>40,600</b> | <b>108,100</b> |

**FY 2022 Main Street Revenue Fund Revenues****FY 2022 Main Street Revenue Fund Expenditures**

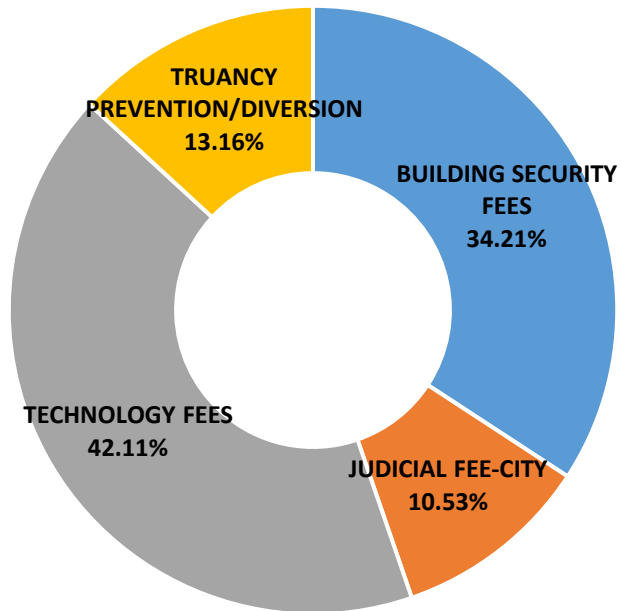
An assessment fee is charged against all defendants convicted of a misdemeanor charge in which these fees must be used for security devices or services in buildings, housing the municipal court, and for upgrading technology hardware or services.

**Budgeted revenues** are \$19,000, which is an increase of \$2,000, mostly due to expected truancy prevention revenue. **Expenditures** are budgeted at \$9,712 for security services performed by the police department.

| Fund Schedule                                   | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted | FY 2021 Projection | FY 2022 Proposed |
|---|----------------|----------------|-----------------|--------------------|------------------|
| <b>Revenue By Categories</b>                    |                |                |                 |                    |                  |
| <b>410 Fines And Forfeitures</b>                |                |                |                 |                    |                  |
| BUILDING SECURITY FEES                          | 7,049          | 4,980          | 7,000           | 5,000              | 6,500            |
| JUDICIAL FEE-CITY                               | 2,340          | 854            | 2,000           | 1,000              | 2,000            |
| JURY SERVICE FEES                               | -              | 60             | -               | 50                 | -                |
| TECHNOLOGY FEES                                 | 9,399          | 5,115          | 8,000           | 5,000              | 8,000            |
| TRUANCY PREVENTION/DIVERSION                    | -              | 3,012          | -               | 2,500              | 2,500            |
| <b>410 Fines And Forfeitures Total</b>          | <b>18,788</b>  | <b>14,021</b>  | <b>17,000</b>   | <b>13,550</b>      | <b>19,000</b>    |
| <b>Revenue By Categories Total</b>              | <b>18,788</b>  | <b>14,021</b>  | <b>17,000</b>   | <b>13,550</b>      | <b>19,000</b>    |
| <b>Expenditures By Categories</b>               |                |                |                 |                    |                  |
| <b>Employee Services</b>                        |                |                |                 |                    |                  |
| FICA SOCIAL SECURITY                            | 850            | 261            | 612             | 612                | 612              |
| REGULAR FULL TIME                               | 11,107         | 3,410          | 8,000           | 8,000              | 8,000            |
| RETIREMENT-TMRS                                 | 1,346          | 422            | 1,100           | 970                | 1,100            |
| <b>Employee Services Total</b>                  | <b>13,303</b>  | <b>4,092</b>   | <b>9,712</b>    | <b>9,582</b>       | <b>9,712</b>     |
| <b>Operational Supplies And Equipment</b>       |                |                |                 |                    |                  |
| COMPUTERS                                       | -              | 2,152          | -               | -                  | -                |
| OFFICE SECURITY                                 | -              | -              | 500             | 500                | -                |
| OTHER OFFICE EQUIPMENT                          | 7,766          | -              | -               | -                  | -                |
| OTHER OPERATIONAL EQUIPMENT                     | 8,348          | -              | -               | -                  | -                |
| <b>Operational Supplies And Equipment Total</b> | <b>16,114</b>  | <b>2,152</b>   | <b>500</b>      | <b>500</b>         | -                |
| <b>Capital Outlay</b>                           |                |                |                 |                    |                  |
| COMPUTER EQUIPMENT                              | -              | 3,720          | -               | -                  | -                |
| <b>Capital Outlay Total</b>                     | <b>-</b>       | <b>3,720</b>   | <b>-</b>        | <b>-</b>           | <b>-</b>         |
| <b>Contract Services And Fees</b>               |                |                |                 |                    |                  |
| OTHER CONTRACT SERVICES                         | -              | 739            | -               | 15,000             | -                |

|   |               |               |               |               |              |
|---|---------------|---------------|---------------|---------------|--------------|
| SOFTWARE MAINT/LICENSE                  | -             | 13,931        | -             | -             | -            |
| <b>Contract Services And Fees Total</b> | -             | <b>14,670</b> | -             | <b>15,000</b> | -            |
| <b>Expenditures By Categories Total</b> | <b>29,417</b> | <b>24,635</b> | <b>10,212</b> | <b>25,082</b> | <b>9,712</b> |

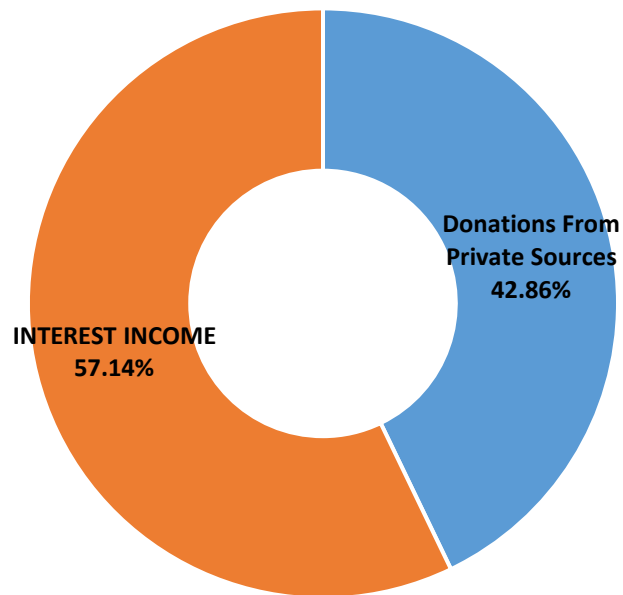
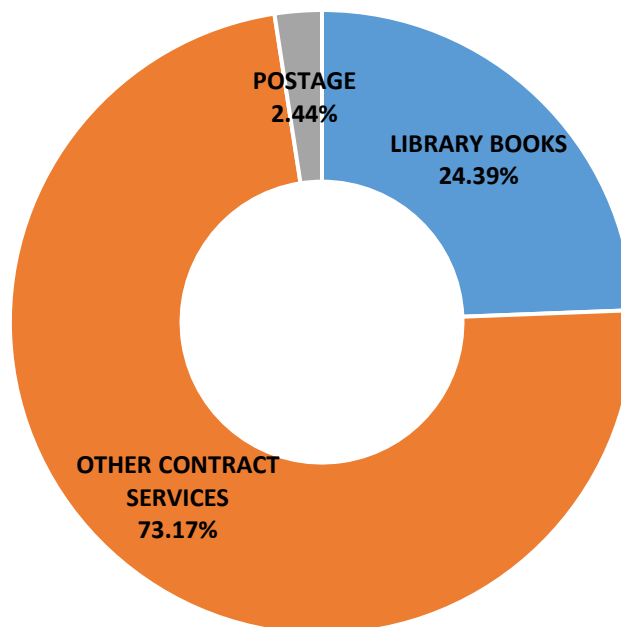
### FY 2022 Municipal Court Special Fee Revenues





The purpose of the fund is to track grants and donations to the library that will be spent on library activities and operations. It is difficult to anticipate what grants and donations will be received in any given year. **Revenues** are budgeted at only \$700, due to interest income decreasing a great deal and no state grants expected. **Expenditures** are budgeted at \$2,050 for Contract Services, Library Books, and a small amount of postage.

| Fund Schedule                                   | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted | FY 2021 Projection | FY 2022 Proposed |
|---|----------------|----------------|-----------------|--------------------|------------------|
| <b>Revenue By Categories</b>                    |                |                |                 |                    |                  |
| Donations From Private Sources                  |                |                |                 |                    |                  |
| MISCELLANEOUS DONATIONS                         | 442            | 12             | 300             | 300                | 300              |
| <b>Donations From Private Sources Total</b>     | <b>442</b>     | <b>12</b>      | <b>300</b>      | <b>300</b>         | <b>300</b>       |
| Intergovernmental Revenues                      |                |                |                 |                    |                  |
| OTHER STATE GRANTS                              | 4,264          | -              | 1,000           | -                  | -                |
| <b>Intergovernmental Revenues Total</b>         | <b>4,264</b>   | <b>-</b>       | <b>1,000</b>    | <b>-</b>           | <b>-</b>         |
| Use Of Money And Property                       |                |                |                 |                    |                  |
| INTEREST INCOME                                 | 6,467          | 2,478          | 4,000           | 250                | 400              |
| <b>Use Of Money And Property Total</b>          | <b>6,467</b>   | <b>2,478</b>   | <b>4,000</b>    | <b>250</b>         | <b>400</b>       |
| <b>Revenue By Categories Total</b>              | <b>11,173</b>  | <b>2,490</b>   | <b>5,300</b>    | <b>550</b>         | <b>700</b>       |
| <b>Expenditures By Categories</b>               |                |                |                 |                    |                  |
| Capital Outlay                                  |                |                |                 |                    |                  |
| LIBRARY BOOKS                                   | 4,427          | 4,278          | 3,500           | -                  | 500              |
| <b>Capital Outlay Total</b>                     | <b>4,427</b>   | <b>4,278</b>   | <b>3,500</b>    | <b>-</b>           | <b>500</b>       |
| Contract Services And Fees                      |                |                |                 |                    |                  |
| OTHER CONTRACT SERVICES                         | 1,500          | 1,500          | 1,500           | 1,500              | 1,500            |
| <b>Contract Services And Fees Total</b>         | <b>1,500</b>   | <b>1,500</b>   | <b>1,500</b>    | <b>1,500</b>       | <b>1,500</b>     |
| Operational Supplies And Equipment              |                |                |                 |                    |                  |
| GENERAL OFFICE SUPPLIES                         | 431            | -              | -               | -                  | -                |
| POSTAGE   | -              | 33             | -               | -                  | 50               |
| <b>Operational Supplies And Equipment Total</b> | <b>431</b>     | <b>33</b>      | <b>-</b>        | <b>-</b>           | <b>50</b>        |
| <b>Expenditures By Categories Total</b>         | <b>6,358</b>   | <b>5,811</b>   | <b>5,000</b>    | <b>1,500</b>       | <b>2,050</b>     |

**FY 2022 Library Grant/Donation Fund Revenues****FY 2022 Library Grant/Donation Fund Expenditures**

# MUNICIPAL DRAINAGE UTILITY SYSTEM (MDUS) FUND – Fund Summary

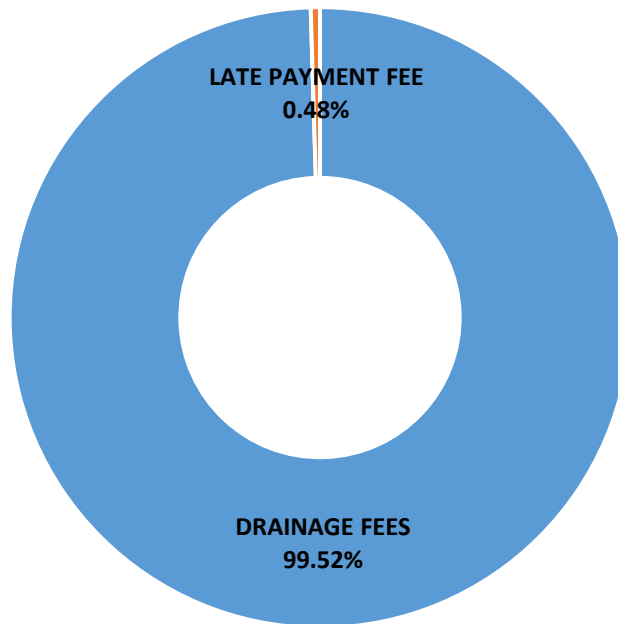
FY 2022 Budget

The City Council investigated the establishment of a rate for a Municipal Drainage Utility System (MDUS) beginning in 2006. Current legislation allows a City to collect a fee to address drainage related issues in the community including localized flooding, emergency operations, and the cost of providing infrastructure and facilities that permit the safe drainage of storm water. [Chapter 552.041 of the Texas Local Government Code](#) provides strict guidelines on determining a rate that must be equitable, fair and reasonable among all customer classes.

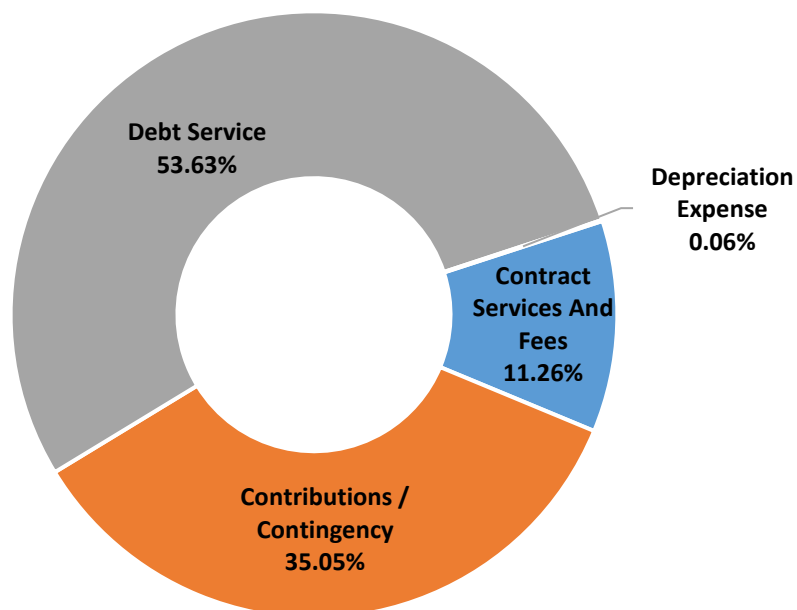
MDUS Fund **revenues** are budgeted at \$522,500 for FY 2022, 4.3% higher than FY 2021. Expenditures total \$513,600, and are also in line with the expected revenue increase. **Expenditures** include a \$180,000 transfer to the General Fund to cover administrative costs and \$275,450 to cover debt payments.

| Fund Schedule                            | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted | FY 2021 Projection | FY 2022 Proposed |
|--|----------------|----------------|-----------------|--------------------|------------------|
| <b>Revenue By Categories</b>             |                |                |                 |                    |                  |
| <b>Charges For Service</b>               |                |                |                 |                    |                  |
| DRAINAGE FEES                            | 455,589        | 464,182        | 496,000         | 510,000            | 520,000          |
| LATE PAYMENT FEE                         | 5,566          | 2,356          | 5,000           | 2,000              | 2,500            |
| <b>Charges For Service Total</b>         | <b>461,155</b> | <b>466,537</b> | <b>501,000</b>  | <b>512,000</b>     | <b>522,500</b>   |
| <b>Revenue By Categories Total</b>       | <b>461,155</b> | <b>466,537</b> | <b>501,000</b>  | <b>512,000</b>     | <b>522,500</b>   |
| <b>Expenditures By Categories</b>        |                |                |                 |                    |                  |
| <b>Contract Services And Fees</b>        |                |                |                 |                    |                  |
| BANK FINANCE CHARGES                     | -              | -              | 350             | 350                | 350              |
| ENGINEERING SERVICES                     | -              | 10,855         | 5,000           | 3,000              | 7,500            |
| OTHER CONTRACT SERVICES                  | -              | 27,000         | 25,000          | 27,000             | 50,000           |
| OTHER PROFESSIONAL SERVICES              | 600            | -              | -               | -                  | -                |
| <b>Contract Services And Fees Total</b>  | <b>600</b>     | <b>37,855</b>  | <b>30,350</b>   | <b>30,350</b>      | <b>57,850</b>    |
| <b>Contributions / Contingency</b>       |                |                |                 |                    |                  |
| INTERFUND TRANSFERS OUT                  | 180,000        | 180,000        | 180,000         | 180,000            | 180,000          |
| <b>Contributions / Contingency Total</b> | <b>180,000</b> | <b>180,000</b> | <b>180,000</b>  | <b>180,000</b>     | <b>180,000</b>   |
| <b>Debt Service</b>                      |                |                |                 |                    |                  |
| TRANSFER TO IANDS INTEREST               | 39,725         | 155,577        | 124,750         | 124,750            | 120,450          |
| TRANSFER TO IANDS PRINCIPAL              | 90,000         | 125,000        | 155,000         | 155,000            | 155,000          |
| <b>Debt Service Total</b>                | <b>129,725</b> | <b>280,577</b> | <b>279,750</b>  | <b>279,750</b>     | <b>275,450</b>   |
| <b>Depreciation Expense</b>              |                |                |                 |                    |                  |
| BAD DEBT                                 | 281            | 146            | 300             | 300                | 300              |
| <b>Depreciation Expense Total</b>        | <b>281</b>     | <b>146</b>     | <b>300</b>      | <b>300</b>         | <b>300</b>       |
| <b>Expenditures By Categories Total</b>  | <b>310,606</b> | <b>498,578</b> | <b>490,400</b>  | <b>490,400</b>     | <b>513,600</b>   |

FY 2022 MDUS Fund Revenues



FY 2022 MDUS Fund Expenditures



A roadway assessment imposed by the city upon new development to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributed to new development within the city.

Revenues are budgeted at \$60,000, which is generated by anticipated new developments. Expenditures are budgeted at \$60,000 for the Impact Fee Rate Study.

| Fund Schedule                            | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|--|----------------|----------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>             |                |                |                        |                    |                         |
| Assessments                              |                |                |                        |                    |                         |
| ROADWAY IMPACT FEES                      | 57,624         | 57,850         | 35,000                 | 95,000             | 60,000                  |
| <b>Assessments Total</b>                 | <b>57,624</b>  | <b>57,850</b>  | <b>35,000</b>          | <b>95,000</b>      | <b>60,000</b>           |
| <b>Revenue By Categories Total</b>       | <b>57,624</b>  | <b>57,850</b>  | <b>35,000</b>          | <b>95,000</b>      | <b>60,000</b>           |
| <b>Expenditures By Categories</b>        |                |                |                        |                    |                         |
| Contingency Reserves/Claims              |                |                |                        |                    |                         |
| PAYMENT OF REFUNDS                       | -              | 8,910          | -                      | -                  | -                       |
| <b>Contingency Reserves/Claims Total</b> | <b>-</b>       | <b>8,910</b>   | <b>-</b>               | <b>-</b>           | <b>-</b>                |
| Contract Services And Fees               |                |                |                        |                    |                         |
| OTHER CONTRACT SERVICES                  | -              | -              | 30,000                 | 70,000             | 60,000                  |
| <b>Contract Services And Fees Total</b>  | <b>-</b>       | <b>-</b>       | <b>30,000</b>          | <b>70,000</b>      | <b>60,000</b>           |
| <b>Expenditures By Categories Total</b>  | <b>-</b>       | <b>8,910</b>   | <b>30,000</b>          | <b>70,000</b>      | <b>60,000</b>           |

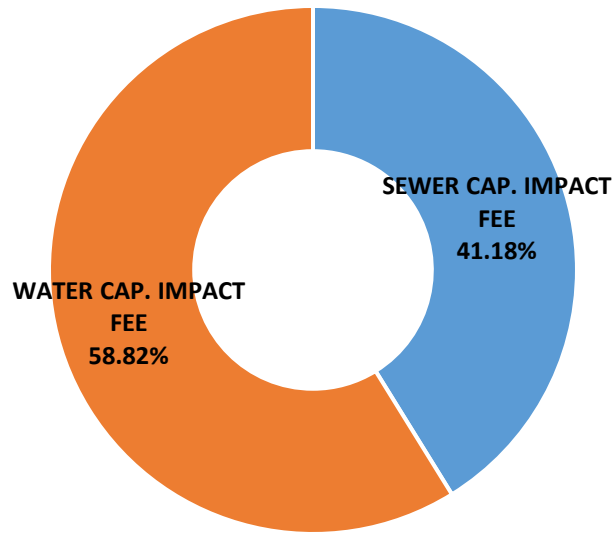
A water and wastewater assessment imposed by the city upon new development to generate revenue for funding or recouping the cost of capital improvements or facility expansions necessitated by and attributed to new development within the city.

**Revenues** are budgeted at \$425,000, which is generated by anticipated new developments.

**Expenditures** are budgeted at \$160,000 for the Land Use Study and Impact Fee Rate Study.

| <b>Fund Schedule</b>                     | <b>FY 2019 Actual</b> | <b>FY 2020 Actual</b> | <b>FY 2021<br/>Adopted<br/>Budget</b> | <b>FY 2021<br/>Projection</b> | <b>FY 2022<br/>Proposed<br/>Budget</b> |
|--|-----------------------|-----------------------|---------------------------------------|-------------------------------|--|
| <b>Revenue By Categories</b>             |                       |                       |                                       |                               |  |
| <b>Charges For Service</b>               |                       |                       |                                       |                               |  |
| SEWER CAP. IMPACT FEE                    | 157,369               | 218,940               | 100,000                               | 250,000                       | 175,000                                |
| WATER CAP. IMPACT FEE                    | 230,176               | 316,830               | 150,000                               | 350,000                       | 250,000                                |
| <b>Charges For Service Total</b>         | <b>387,545</b>        | <b>535,770</b>        | <b>250,000</b>                        | <b>600,000</b>                | <b>425,000</b>                         |
| <b>Revenue By Categories Total</b>       | <b>387,545</b>        | <b>535,770</b>        | <b>250,000</b>                        | <b>600,000</b>                | <b>425,000</b>                         |
| <b>Expenditures By Categories</b>        |                       |                       |                                       |                               |  |
| <b>Contract Services And Fees</b>        |                       |                       |                                       |                               |  |
| OTHER CONTRACT SERVICES                  | -                     | 8,716                 | 125,000                               | 150,000                       | 160,000                                |
| <b>Contract Services And Fees Total</b>  | <b>-</b>              | <b>8,716</b>          | <b>125,000</b>                        | <b>150,000</b>                | <b>160,000</b>                         |
| <b>Contributions / Contingency</b>       |                       |                       |                                       |                               |  |
| PAYMENT OF REFUND                        | 1,500                 | -                     | -                                     | -                             | -                                      |
| <b>Contributions / Contingency Total</b> | <b>1,500</b>          | <b>-</b>              | <b>-</b>                              | <b>-</b>                      | <b>-</b>                               |
| <b>Expenditures By Categories Total</b>  | <b>1,500</b>          | <b>8,716</b>          | <b>125,000</b>                        | <b>150,000</b>                | <b>160,000</b>                         |

**FY 2022 Utility Impact Fee Fund Revenues**



The Taylor City Council made a decision on Feb. 11, 2016 to address the City's street repair and maintenance challenges by approving a Transportation User Fee ordinance that will go into effect beginning June 1, 2016 for residents and businesses located inside the city limits.

The TUF is structured in separate flat rates for commercial and residential units within the City limits. The assessed fee for residential units will be \$8 a month and for commercial units will be based on a six-tier structure ranging from \$25 to \$133 based on size and trip generation factors.

The TUF establishes a dedicated revenue source in which the money raised can only be used for street repair, reconstruction and maintenance as well as sidewalk maintenance. The projected revenue that will be generated from the TUF is estimated to be more than approximately \$800,000.

**Revenues** are budgeted at \$828,000 and **expenditures** at \$821,319. Included in the budget is \$300,000 for annual street maintenance, \$170,000 for materials, \$50,000 for engineering work, and \$290,919 for debt service payments.

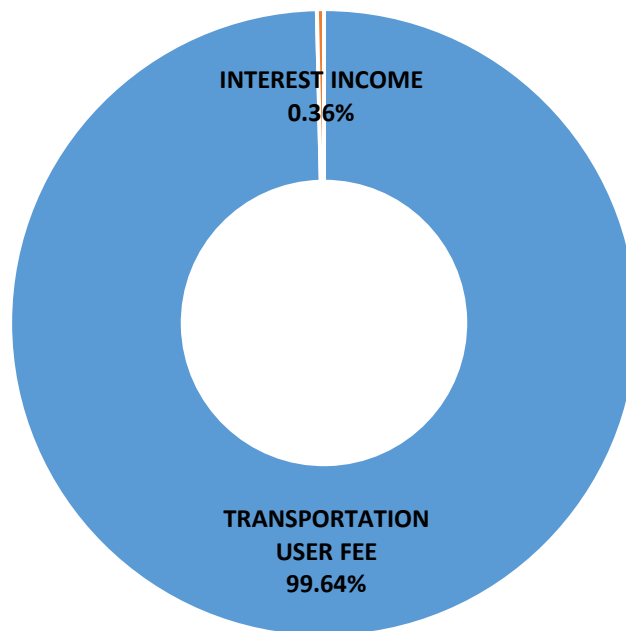
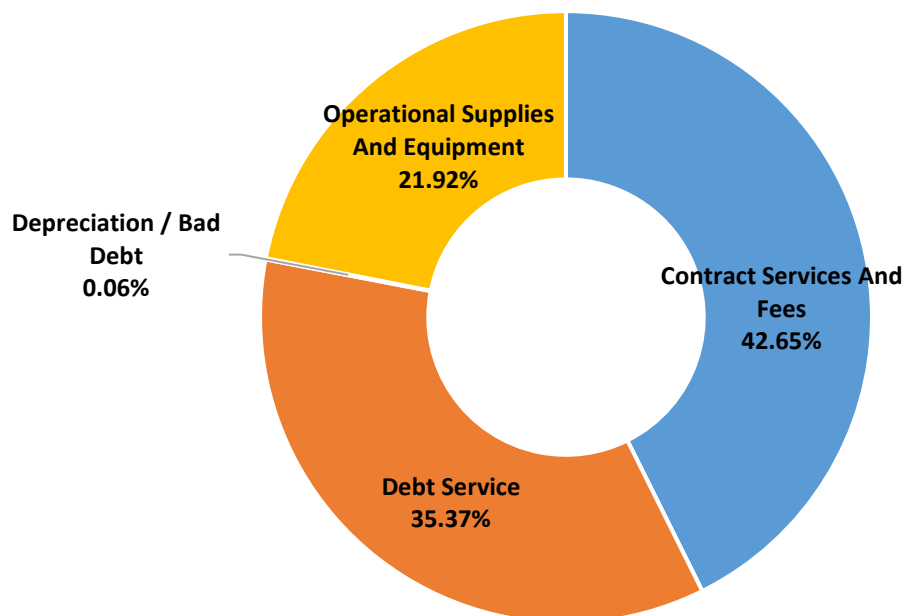
| Fund Schedule                                       | FY 2019 Actual   | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|---|------------------|----------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>                        |                  |                |                        |                    |                         |
| <b>Charges For Service</b>                          |                  |                |                        |                    |                         |
| TRANSPORTATION USER FEE                             | 742,737          | 749,442        | 790,000                | 805,000            | 825,000                 |
| <b>Charges For Service Total</b>                    | <b>742,737</b>   | <b>749,442</b> | <b>790,000</b>         | <b>805,000</b>     | <b>825,000</b>          |
| <b>Proceeds General Long Term Liabilities</b>       |                  |                |                        |                    |                         |
| 12.590M 2019 COS (3.985M)                           | 3,985,000        | -              | -                      | -                  | -                       |
| BOND PREMIUM  | 386,084          | -              | -                      | -                  | -                       |
| <b>Proceeds General Long Term Liabilities Total</b> | <b>4,371,084</b> | <b>-</b>       | <b>-</b>               | <b>-</b>           | <b>-</b>                |
| <b>Use Of Money And Property</b>                    |                  |                |                        |                    |                         |
| INTEREST INCOME                                     | 43,376           | 45,575         | 3,000                  | 2,500              | 3,000                   |
| <b>Use Of Money And Property Total</b>              | <b>43,376</b>    | <b>45,575</b>  | <b>3,000</b>           | <b>2,500</b>       | <b>3,000</b>            |
| <b>Revenue By Categories Total</b>                  | <b>5,157,197</b> | <b>795,017</b> | <b>793,000</b>         | <b>807,500</b>     | <b>828,000</b>          |
| <b>Expenditures By Categories</b>                   |                  |                |                        |                    |                         |
| <b>Contract Services And Fees</b>                   |                  |                |                        |                    |                         |
| ADVERTISING   | 336              | -              | 300                    | 300                | 300                     |
| ANNUAL STREET MAINTENANCE                           | 671,330          | 16,886         | 300,000                | 300,000            | 300,000                 |
| CREDIT CARD FEES                                    | -                | -              | -                      | -                  | -                       |
| ENGINEERING SERVICES                                | 44,627           | 95,394         | 45,000                 | 45,000             | 50,000                  |
| OTHER PROFESSIONAL SERVICES                         | -                | 33,020         | -                      | -                  | -                       |
| <b>Contract Services And Fees Total</b>             | <b>716,294</b>   | <b>145,300</b> | <b>345,300</b>         | <b>345,300</b>     | <b>350,300</b>          |
| <b>Contributions / Contingency</b>                  |                  |                |                        |                    |                         |



# TRANSPORTATION USER FEE (TUF) – Fund Summary

FY 2022 Budget

|   |                |                  |                |                |                |
|---|----------------|------------------|----------------|----------------|----------------|
| INTERFUND TRANSFERS OUT                         | 1,040          | 327,282          | -              | -              | -              |
| TRANSFER TO CIP                                 | 110,311        | 1,089,501        | -              | -              | -              |
| <b>Contributions / Contingency Total</b>        | <b>111,351</b> | <b>1,416,783</b> | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Debt Service</b>                             |                |                  |                |                |                |
| BOND ISSUANCE COSTS                             | 60,044         | -                | -              | -              | -              |
| TRANSFER TO IANDS INTEREST                      | -              | -                | 155,919        | 155,919        | 150,519        |
| TRANSFER TO IANDS PRINCIPAL                     | -              | -                | 135,000        | 135,000        | 140,000        |
| <b>Debt Service Total</b>                       | <b>60,044</b>  | <b>-</b>         | <b>290,919</b> | <b>290,919</b> | <b>290,519</b> |
| <b>Depreciation Expense</b>                     |                |                  |                |                |                |
| BAD DEBT  | 2,099          | 304              | 500            | 500            | 500            |
| <b>Depreciation Expense Total</b>               | <b>2,099</b>   | <b>304</b>       | <b>500</b>     | <b>500</b>     | <b>500</b>     |
| <b>Equipment Rental</b>                         |                |                  |                |                |                |
| REPLACEMENT FUND CONTRIBUTION                   | -              | 16,142           | -              | -              | -              |
| TRUCKS, HEAVY EQUIP RENTAL                      | -              | 61,013           | -              | -              | -              |
| <b>Equipment Rental Total</b>                   | <b>-</b>       | <b>77,155</b>    | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Operational Supplies And Equipment</b>       |                |                  |                |                |                |
| STREET REPAIR MATERIALS                         | 36,114         | 114,444          | 120,000        | 120,000        | 170,000        |
| STRIPING AND STREET SIGNS                       | 4,534          | -                | 5,000          | 5,000          | 10,000         |
| <b>Operational Supplies And Equipment Total</b> | <b>40,648</b>  | <b>114,444</b>   | <b>125,000</b> | <b>125,000</b> | <b>180,000</b> |
| <b>Expenditures By Categories Total</b>         | <b>930,436</b> | <b>1,753,985</b> | <b>761,719</b> | <b>761,719</b> | <b>821,319</b> |

**FY 2022 Transportation User Fee (TUF) Fund Revenues****FY 2022 Transportation User Fee (TUF) Fund Expenditures**



## Proprietary Funds

|                                   |     |
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Utility fund **revenues** are budgeted at \$11,279,000. An initial five-year implementation of the Water and Sewer Stabilization Program was completed in 2019 and utility rates did not increase in the FY 2020 and 2021 budgets. An updated utility rate study calls for a 10% increase in sewer and water rates and such increases are included in the FY 2022 budget.

- Water income is budgeted at \$5,170,000, which is a 12% increase compared to the FY 2021 budget. Water revenues in the current fiscal year to date are a small amount higher than budgeted. The budgeted increase in revenues is due to the rate increase and new development.
- Sewer income is budgeted at \$ 4,895,000, which is up \$363,000 from the current fiscal year. Sewer revenues in the current fiscal year to date are about 2% lower than budgeted. The sewer revenue budget for FY 2022 is based on the assumption that revenues will increase 10%, due to the rate increase, over the FY 2021 projected revenues. Charges for residential customers are based on sewer averages established in the non-irrigation months of December, January, and February. Commercial customer sewer charges are based on their water consumption.
- The City's water agreement with the City of Hutto, City of Thrall and Noack W.S.C. for wholesale water is budgeted at \$520,000. That is a \$20,000 increase from the FY 2021 budget.

**Expenditures** for FY 2022 are budgeted at \$11,278,918 and is an increase of \$1,278,676 (12.79%) from the current fiscal year budget. The areas of major increases are as follows:

- The Operational supply category is budgeted at \$2,516,3875. The major expense in this category is the purchase of treated water from the Brazos River Authority (BRA), which is budgeted at \$2,000,000. Every June the monthly charge is reviewed and, if we have exceeded the floor amount established in the contract, an excess water charge is assessed. In addition, the contract with BRA includes a 5% rate increase every five years. The contractual rate increased in August of 2019. The budget for water meters increased by \$136,785 over FY 2021 to \$200,000 due to residential developments. Other operational supplies included in this category are chemicals and construction and specialty supplies.
- Debt service payments are budgeted at \$2,973,490 for the existing debt.
- Transfer to the General Fund is budgeted at \$1,600,000 and covers the administrative costs, which include the cost of billing and collecting the sewer and water charges. This is the same as the previous two fiscal years' budgets.

Projected revenues verses expenditures in the Utility Fund are nearly even at \$82, revenues over expenditures.

# UTILITY FUND – Fund Summary

FY 2022 Budget

| Fund Schedule                                  | FY 2019 Actual   | FY 2020 Actual   | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|--|------------------|------------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>                   |                  |                  |                        |                    |                         |
| <b>320 Permits And Licenses</b>                |                  |                  |                        |                    |                         |
| HAULED WASTE PERMIT                            | 925              | 600              | 1,000                  | 1,000              | 1,000                   |
| <b>320 Permits And Licenses Total</b>          | <b>925</b>       | <b>600</b>       | <b>1,000</b>           | <b>1,000</b>       | <b>1,000</b>            |
| <b>340 Charges For Service</b>                 |                  |                  |                        |                    |                         |
| ADMIN FEE                                      | 49,200           | 23,400           | 52,000                 | 15,000             | 30,000                  |
| BULK SEWER DISPOSAL FEE                        | 53,528           | 72,525           | 45,000                 | 60,000             | 60,000                  |
| CONNECT FEES                                   | 17,975           | 17,845           | 17,000                 | 17,000             | 17,000                  |
| CREDIT CARD PROCESSING FEE                     | 66,333           | 32,892           | 65,000                 | 20,000             | 60,000                  |
| LATE PAYMENT FEES                              | 184,275          | 84,972           | 185,000                | 90,000             | 175,000                 |
| MISC. WATER SERVICE FEES                       | 27,825           | 13,520           | 25,000                 | 10,000             | 25,000                  |
| SEWER SERVICE CHARGES                          | 4,123,482        | 4,071,636        | 4,532,000              | 4,450,000          | 4,895,000               |
| TRANSFER FEES                                  | 1,560            | 1,520            | 1,500                  | 1,500              | 1,500                   |
| WATER SERVICE CHARGES                          | 4,099,514        | 4,321,027        | 4,597,000              | 4,700,000          | 5,170,000               |
| WHOLESALE WATER CHARGES                        | 477,403          | 538,796          | 500,000                | 500,000            | 520,000                 |
| <b>340 Charges For Service Total</b>           | <b>9,101,095</b> | <b>9,178,133</b> | <b>10,019,500</b>      | <b>9,863,500</b>   | <b>10,953,500</b>       |
| <b>420 Assessments</b>                         |                  |                  |                        |                    |                         |
| METER FEES                                     | 43,034           | 52,298           | 30,000                 | 175,000            | 200,000                 |
| PAYMENT OF CLAIMS                              | -                | 9,397            | -                      | -                  | -                       |
| SEWER TAP FEES                                 | 16,850           | 12,832           | 15,000                 | 12,000             | 12,000                  |
| WATER TAP FEES                                 | 20,960           | 14,743           | 20,000                 | 15,000             | 15,000                  |
| <b>420 Assessments Total</b>                   | <b>80,844</b>    | <b>89,270</b>    | <b>65,000</b>          | <b>202,000</b>     | <b>227,000</b>          |
| <b>430 Use Of Money And Property</b>           |                  |                  |                        |                    |                         |
| MISCELLANEOUS REVENUE                          | 1,186            | 2,164            | 1,500                  | 2,000              | 1,500                   |
| OPERATING FUND INTEREST                        | 104,839          | 84,632           | 70,000                 | 6,000              | 9,000                   |
| PARTICIPATION FEE                              | -                | -                | -                      | -                  | -                       |
| REIMBURSEMENTS                                 | 1,811            | 10,668           | 2,000                  | 6,000              | 2,000                   |
| RENTAL INCOME (LEASES)                         | 84,660           | 82,976           | 85,000                 | 82,000             | 83,000                  |
| UNREALIZED GAIN/LOSS INVESTMNT                 | -                | -                | -                      | -                  | -                       |
| <b>430 Use Of Money And Property Total</b>     | <b>192,496</b>   | <b>180,440</b>   | <b>158,500</b>         | <b>96,000</b>      | <b>95,500</b>           |
| <b>450 Interfund Operating Transfers</b>       |                  |                  |                        |                    |                         |
| INTERFUND TRANSFER IN                          | 3,965            | -                | -                      | -                  | -                       |
| <b>450 Interfund Operating Transfers Total</b> | <b>3,965</b>     | <b>-</b>         | <b>-</b>               | <b>-</b>           | <b>-</b>                |

# UTILITY FUND – Fund Summary

FY 2022 Budget

|  |                  |                  |                   |                   |                   |
|--|------------------|------------------|-------------------|-------------------|-------------------|
| <b>460 Proceeds General Fixed Assets</b>       |                  |                  |                   |                   |                   |
| BULK WATER SALES                               | 1,759            | 2,713            | 1,500             | 2,000             | 2,000             |
| <b>460 Proceeds General Fixed Assets Total</b> | <b>1,759</b>     | <b>2,713</b>     | <b>1,500</b>      | <b>2,000</b>      | <b>2,000</b>      |
| <b>Revenue By Categories Total</b>             | <b>9,381,084</b> | <b>9,451,157</b> | <b>10,245,500</b> | <b>10,164,500</b> | <b>11,279,000</b> |
| <b>Expenditures By Categories</b>              |                  |                  |                   |                   |                   |
| <b>100 Employee Services</b>                   |                  |                  |                   |                   |                   |
| CERTIFICATION PAY                              | 420              | 790              | -                 | -                 | -                 |
| DENTAL INSURANCE                               | 6,295            | 8,089            | 7,445             | 7,444             | 7,930             |
| FICA SOCIAL SECURITY                           | 76,789           | 83,286           | 75,664            | 76,950            | 86,720            |
| HEALTH INSURANCE                               | 171,994          | 161,731          | 162,393           | 177,120           | 201,900           |
| INSURANCE ALLOWANCE                            | 738              | -                | -                 | -                 | -                 |
| LONG TERM DISABILITY                           | 2,658            | 2,914            | 2,940             | 2,962             | 3,320             |
| LONGEVITY PAY                                  | 6,672            | 6,384            | 7,536             | 7,358             | 7,770             |
| MEMBERSHIPS AND DUES                           | 1,741            | 1,330            | 1,200             | 1,200             | 1,200             |
| OVERTIME                                       | 122,244          | 136,445          | 94,000            | 94,000            | 94,000            |
| REGULAR FULL TIME                              | 914,274          | 979,270          | 1,046,843         | 1,021,750         | 1,118,680         |
| RETIREMENT-TMRS                                | 126,144          | 143,369          | 131,498           | 133,760           | 151,440           |
| STATE UNEMPLOYMENT TAXES                       | 294              | 3,477            | 3,888             | 3,888             | 4,082             |
| TRAINING- LODGING                              | 3,635            | 444              | 6,600             | 2,500             | 6,600             |
| TRAINING- MEALS                                | 1,220            | 131              | 2,380             | 900               | 2,380             |
| TRAINING- TRANSPORTATION                       | -                | -                | 270               | -                 | 270               |
| UNIFORM RENTAL                                 | 11,566           | 10,564           | 5,100             | 6,900             | 5,100             |
| UNIFORMS (BUY)                                 | 7,759            | 5,605            | 8,106             | 8,106             | 8,106             |
| UNUM LIFE                                      | 1,990            | 2,714            | 2,406             | 2,357             | 2,366             |
| VISION INSURANCE                               | 955              | 1,124            | 1,142             | 1,144             | 1,220             |
| WORKERS COMPENSATION                           | 22,875           | 22,610           | 17,700            | 21,490            | 21,490            |
| WORKSHOP TRAINING                              | 4,680            | 3,335            | 9,704             | 8,150             | 10,434            |
| <b>100 Employee Services Total</b>             | <b>1,484,942</b> | <b>1,573,612</b> | <b>1,586,815</b>  | <b>1,577,979</b>  | <b>1,735,008</b>  |
| <b>200 Operational Supplies And Equipment</b>  |                  |                  |                   |                   |                   |
| BOTANICAL/LANDSCAPE                            | 526              | 918              | 1,000             | 750               | 1,000             |
| BUILDING MATERIALS                             | 534              | 436              | 2,000             | 1,000             | 2,000             |
| CHEMICALS                                      | 32,390           | 46,233           | 43,090            | 35,340            | 72,250            |
| CLAMPS   | 9,835            | 9,371            | 12,800            | 12,800            | 18,000            |

# UTILITY FUND – Fund Summary

FY 2022 Budget

|   |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
| COMPUTER ACCESSORIES                                | -                | 1,010            | -                | -                | -                |
| COMPUTER SUPPLIES                                   | 324              | 1,871            | 2,850            | 3,166            | 3,350            |
| COMPUTERS   | 5,176            | 8,338            | 2,700            | 3,662            | 2,000            |
| ELECTRICAL, PLUMBING SUPPLIES                       | 3,549            | 4,578            | 5,400            | 5,400            | 5,400            |
| FIRE HYDRANTS                                       | 4,219            | 7,017            | 13,200           | 13,200           | 13,200           |
| FOOD/MEALS  | 190              | 426              | 500              | 800              | 500              |
| GENERAL OFFICE SUPPLIES                             | 6,681            | 4,363            | 4,450            | 4,450            | 4,450            |
| INSTRUMENTS/APPARATUS                               | 892              | -                | 1,250            | 1,250            | 1,250            |
| LABORATORY SUPPLIES                                 | 7,177            | 5,498            | 8,370            | 10,000           | 10,000           |
| MACHINE FABRICATED PARTS                            | 661              | 203              | 1,150            | 1,150            | 1,150            |
| MEDICAL SUPPLIES                                    | 717              | 170              | 900              | 900              | 900              |
| MINOR TOOLS/INSTRUMENTS                             | 11,854           | 8,273            | 3,625            | 8,625            | 3,625            |
| MISC SUPPLIES COVID-19                              | -                | 2,991            | -                | -                | -                |
| MISC. HARDWARE                                      | 44,796           | 50,979           | 51,000           | 51,000           | 61,000           |
| MISC. SUPPLIES                                      | 234              | 438              | 1,300            | 1,300            | 1,300            |
| OFFICE SECURITY                                     | 1,000            | 1,350            | 1,000            | 1,000            | 1,000            |
| OTHER OPERATIONAL EQUIPMENT                         | -                | 3,305            | 3,700            | 3,700            | 3,700            |
| POSTAGE   | 36,743           | 36,674           | 39,300           | 40,300           | 39,300           |
| SAND AND GRAVEL                                     | 24,435           | 27,027           | 25,000           | 25,000           | 25,000           |
| STREET REPAIR MATERIALS                             | 27,940           | 27,644           | 36,000           | 36,000           | 36,000           |
| TREATED WATER                                       | 1,665,129        | 1,998,154        | 2,000,000        | 2,333,200        | 2,000,000        |
| WATER METERS  | 73,136           | 78,895           | 63,215           | 119,465          | 200,000          |
| WATER VALVES  | 1,270            | 6,314            | 7,200            | 7,200            | 10,500           |
| <b>200 Operational Supplies And Equipment Total</b> | <b>1,959,409</b> | <b>2,332,480</b> | <b>2,331,000</b> | <b>2,720,658</b> | <b>2,516,875</b> |
| <b>300 Facilities Operations / Maintenance</b>      |                  |                  |                  |                  |                  |
| CELL PHONES   | 5,937            | 7,629            | 7,500            | 7,500            | 7,500            |
| CLEANING SUPPLIES                                   | 214              | 432              | 750              | 250              | 750              |
| ELECTRICAL REPAIRS                                  | 3,865            | 2,859            | 5,500            | 5,500            | 5,500            |
| HEATING/COOLING REPAIRS                             | 652              | -                | 2,000            | 2,000            | 2,000            |
| LIGHT AND POWER                                     | 216,034          | 180,014          | 219,474          | 213,000          | 224,000          |
| MISC REPAIRS/MAINT                                  | 10,892           | 1,701            | 23,800           | 12,000           | 23,800           |
| NATURAL GAS, PROPANE                                | 1,671            | 1,478            | 1,500            | 1,800            | 1,600            |
| PLUMBING REPAIRS                                    | 429              | 6                | 840              | 840              | 840              |

# UTILITY FUND – Fund Summary

FY 2022 Budget

|  |                |                |                |                |                |
|--|----------------|----------------|----------------|----------------|----------------|
| PUMP AND ELECTRIC MOTOR REPAIR                       | 14,000         | 38,650         | -              | -              | -              |
| TRUNK TELEPHONE SYSTEM                               | 3,346          | 3,487          | 3,375          | 3,700          | 3,750          |
| WIRELESS DATA SERVICES                               | 1,530          | 1,900          | 1,824          | 2,280          | 2,280          |
| <b>300 Facilities Operations / Maintenance Total</b> | <b>258,569</b> | <b>238,156</b> | <b>266,563</b> | <b>248,870</b> | <b>272,020</b> |
| <b>400 Equipment Operations / Maintenance</b>        |                |                |                |                |                |
| ELECTRIC MOTOR MAINT/REPAIR                          | 7,039          | 8,268          | 7,000          | 7,500          | 17,000         |
| EQUIPMENT REPAIRS/MAINT                              | 26             | 32             | 3,200          | 3,200          | 6,800          |
| FUEL, OIL, LUBRICANTS                                | -              | 455            | 1,300          | 1,300          | 1,300          |
| FUEL,OIL AND LUBRICANTS                              | -              | -              | 2,000          | 1,000          | 2,000          |
| LIGHT EQUIPMENT MAINT AND REPAIR                     | 1,760          | -              | 1,000          | 1,000          | 1,000          |
| LIGHT EQUIPMENT RENTAL                               | 4,200          | 4,000          | 4,000          | 4,000          | 6,000          |
| MACHINE TOOLS MAINT/REPAIR                           | 2,253          | -              | 3,000          | 3,000          | 3,000          |
| MOTOR VEHICLE RENTAL                                 | 80,100         | 76,851         | 74,302         | 73,852         | 62,000         |
| OTHER EQUIPMENT MAINT/REPAIR                         | 7,420          | 13,430         | 8,000          | 8,000          | 8,000          |
| PUMPS, MAINTENANCE REPAIR                            | 14,039         | 16,926         | 20,400         | 20,400         | 20,400         |
| REPLACEMENT FUND CONTRIBUTION                        | 58,599         | 74,264         | 11,438         | 27,527         | 392,000        |
| TRUCKS, HEAVY EQUIP RENTAL                           | 34,100         | 41,294         | 40,108         | 41,294         | 75,220         |
| <b>400 Equipment Operations / Maintenance Total</b>  | <b>209,537</b> | <b>235,520</b> | <b>175,748</b> | <b>192,073</b> | <b>594,720</b> |
| <b>500 Contract Services And Fees</b>                |                |                |                |                |                |
| BANK FINANCE CHARGES                                 | 2,584          | 2,470          | 2,000          | 2,000          | 2,000          |
| CREDIT CARD FEES                                     | 49,550         | 66,835         | 50,000         | 60,000         | 65,000         |
| ENGINEERING SERVICES                                 | 207,533        | 347,749        | 158,500        | 260,000        | 208,500        |
| INSURANCE AND BONDS                                  | 29,281         | 27,936         | 28,000         | 35,000         | 39,800         |
| LANDFILL FEES  | 40,259         | 60,631         | 40,000         | 40,000         | 52,380         |
| LEGAL SERVICES                                       | 15,886         | 22,933         | 15,000         | 13,500         | 15,000         |
| OTHER CONTRACT SERVICES                              | 53,787         | 303,256        | 244,600        | 292,200        | 297,700        |
| OTHER PROFESSIONAL SERVICES                          | 40,212         | 10,199         | -              | -              | -              |
| OUTSIDE PRINTING                                     | 4,597          | 850            | 2,265          | 5,265          | 2,265          |
| SOFTWARE MAINT/LICENSE                               | 52,932         | 58,460         | 52,993         | 64,500         | 63,000         |
| TESTING/CERT. PERMITS                                | 80,973         | 76,433         | 90,382         | 91,160         | 101,160        |
| <b>500 Contract Services And Fees Total</b>          | <b>577,593</b> | <b>977,753</b> | <b>683,740</b> | <b>863,625</b> | <b>846,805</b> |
| <b>600 Depreciation Expense</b>                      |                |                |                |                |                |
| BAD DEBT   | 19,310         | 46,233         | 45,000         | 25,000         | 45,000         |

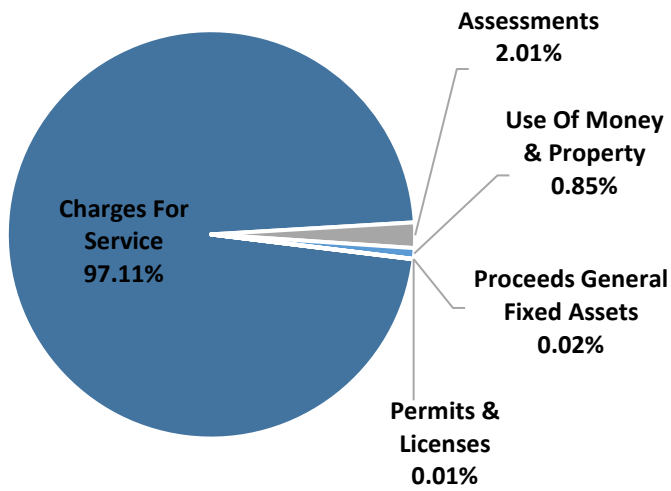


# UTILITY FUND – Fund Summary

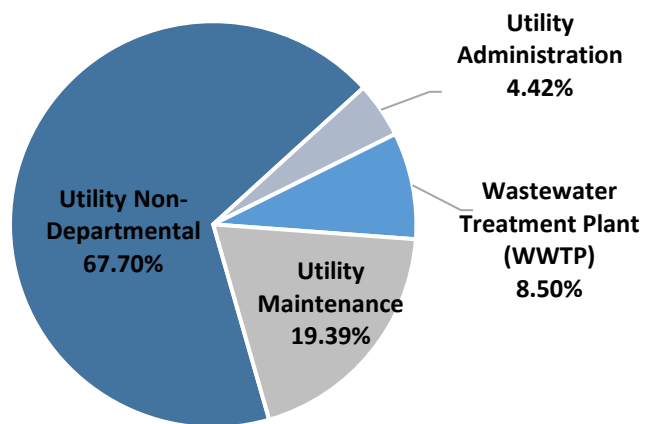
FY 2022 Budget

|  |                  |                  |                   |                   |                   |
|--|------------------|------------------|-------------------|-------------------|-------------------|
| DEPRECIATION - FIXED ASSETS                  | -                | -                | -                 | -                 | -                 |
| <b>600 Depreciation Expense Total</b>        | <b>19,310</b>    | <b>46,233</b>    | <b>45,000</b>     | <b>25,000</b>     | <b>45,000</b>     |
| <b>700 Capital Outlay</b>                    |                  |                  |                   |                   |                   |
| LIGHT EQUIPMENT                              | 25,452           | 68,702           | -                 | -                 | -                 |
| MACHINE TOOLS/APPARATUS                      | -                | 10,200           | -                 | -                 | -                 |
| OTHER CAPITAL OUTLAY                         | -                | 105,000          | -                 | -                 | -                 |
| WATER MAINS/SEWER LINES                      | -                | 34,000           | -                 | -                 | -                 |
| <b>700 Capital Outlay Total</b>              | <b>25,452</b>    | <b>217,902</b>   | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>800 Contributions / Contingency</b>       |                  |                  |                   |                   |                   |
| INTERFUND TRANSFERS OUT                      | 1,250,000        | 1,600,000        | 1,600,000         | 1,600,000         | 1,600,000         |
| PAYMENT OF REFUND                            | 5,790            | 275              | -                 | -                 | -                 |
| RESERVE FOR PERSONNEL                        | -                | -                | 5,000             | -                 | 5,000             |
| RESERVE FOR RATE STABILIZATION               | -                | -                | 140,000           | -                 | 140,000           |
| RESERVE FOR WORKING CAPITAL                  | -                | -                | 225,000           | 225,000           | 225,000           |
| TRANSFER TO CIP                              | -                | -                | 325,000           | 325,000           | 325,000           |
| <b>800 Contributions / Contingency Total</b> | <b>1,255,790</b> | <b>1,600,275</b> | <b>2,295,000</b>  | <b>2,150,000</b>  | <b>2,295,000</b>  |
| <b>900 Debt Service</b>                      |                  |                  |                   |                   |                   |
| BOND ISSUANCE COSTS                          | -                | -                | -                 | -                 | 65,000            |
| INTEREST (SHORT TERM)                        | -                | -                | -                 | -                 | 290,000           |
| TRANSFER TO IANDS INTEREST                   | 823,960          | 990,416          | 881,376           | 881,376           | 818,490           |
| TRANSFER TO IANDS PRINCIPAL                  | 1,515,000        | 1,630,000        | 1,735,000         | 1,735,000         | 1,800,000         |
| <b>900 Debt Service Total</b>                | <b>2,338,960</b> | <b>2,620,416</b> | <b>2,616,376</b>  | <b>2,616,376</b>  | <b>2,973,490</b>  |
| <b>Expenditures By Categories Total</b>      | <b>8,129,562</b> | <b>9,842,346</b> | <b>10,000,242</b> | <b>10,394,581</b> | <b>11,278,918</b> |

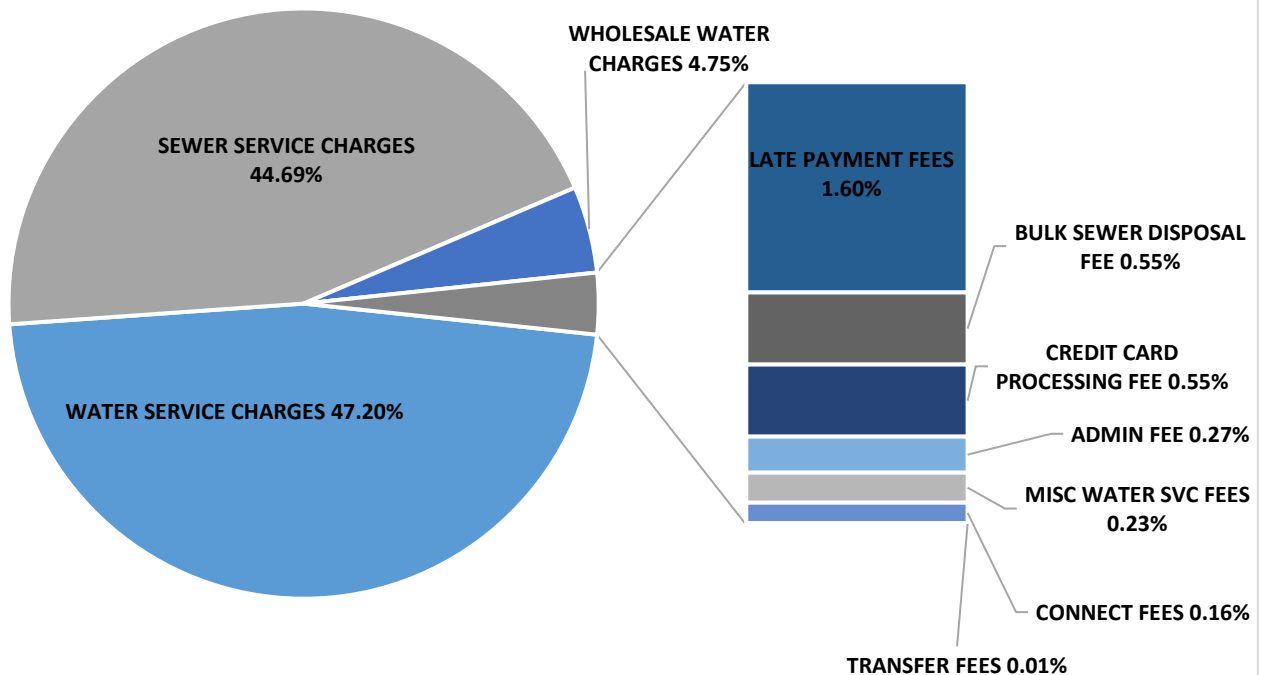
**FY 2022 Utility Revenues**



**FY 2022 Utility Expenditures**



**Charges For Service Revenue Detail**





*Utility Billing Staff*

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**Mission:**

The mission statement of the City of Taylor Utility Billing Department is to provide the citizens of Taylor with prompt and courteous customer service while maintaining an accurate and efficient utilities billing and collection system.

**Department Description:**

The City of Taylor [Utility Administration Department](#) manages financial operations, billing services, and utility meter repair and maintenance.

**FY 2022 Budget Highlights:****Employee Talent Management**

- Training and Professional Development

**Customer Strategies**

- Meter Gaskets, Washers, etc.
- Utility Billing Postage

**Internal Process Strategies**

- Dataprose Billing
- Brinks Security

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 321,246                    | 322,148                    | 330,777                       | 360,902                  | -                        | 360,902                    |
| Operational Supplies            | 50,645                     | 46,070                     | 46,870                        | 45,470                   | -                        | 45,470                     |
| Facility Operations & Maint.    | 2,856                      | 2,837                      | 3,168                         | 3,218                    | -                        | 3,218                      |
| Equip. Operations & Maint.      | 29,671                     | 14,000                     | 29,639                        | 10,000                   | -                        | 10,000                     |
| Contract Services & Fees        | 77,635                     | 62,680                     | 78,565                        | 78,565                   | -                        | 78,565                     |
| Capital Outlay                  | -                          | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>482,053</b>             | <b>447,735</b>             | <b>489,019</b>                | <b>498,155</b>           | <b>-</b>                 | <b>498,155</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Updated information on the UB web page to show and explain the new billing format.
- ☒ Continuous updating of Utility Billing policies and procedures to become more efficient.
- ☒ Increased collection of old bad debt balances from returning customers.
- ☒ Assisting customers by not adding any penalties to utility bills during the COVID-19 pandemic (examples: no late fees, \$25 admin fees and no additional fees for using their credit card).
- ☒ Not disconnecting services during the COVID-19 pandemic.
- ☒ Assist customers with help from organizations to assist them with payment of their utility bills.
- ☒ Maintained necessary adjustments to workstations to make sure the staff followed CDC guidelines for COVID-19.
- ☒ Worked with ACH vendors to update the City's Bank Information due to a change in banks.
- ☒ Promote paperless e-bill option to customers to reduce the amount of paper bills mailed each month.
- ☒ Update division job description
- ☒ Continue Bad Debt file audit

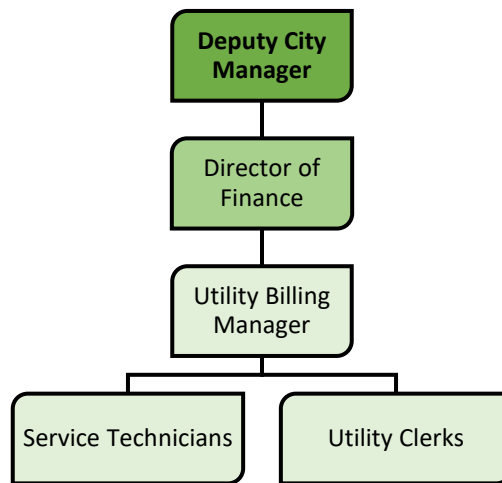
**FY 2022****Major Goals & Objectives**

- ☐ Continue providing excellent customer service and administer the operation of Utility Billing in an effective and efficient manner
- ☐ Implement service order program that will allow technicians to receive requests electronically as opposed to paper print outs
- ☐ Continue to educate our staff through schools and other training opportunities
- ☐ Implement meter replacement schedule for commercial meters throughout the district
- ☐ Implement meter replacement schedule for residential meters throughout the district
- ☐ Continue research for ABM for AMI system update
- ☐ Continue Customer Account file audit
- ☐ Research E-check capabilities on payment website
- ☐ Work on sending unclaimed refunds to the state
- ☐ Update new customer information and collaborate with other City departments to create a "Welcome Packet" for new residents

| Performance Measures                            | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|---|-------------------|----------------------|-------------------|
| <b><u>Outputs:</u></b>                          |                   |                      |                   |
| Average # Accounts Billed Per Month             | 6,854             | 7,197                | 7,557             |
| Average # Late Notices Per Month                | 1,277             | 1,341                | 1,408             |
| Average # Accounts Subject to Cut Off Per Month | 313               | 329                  | 345               |
| Average # New Connections Per Month             | 112               | 118                  | 124               |
| Average # Finaled Accounts Per Month            | 61                | 64                   | 67                |
| Average # Transfers Per Month                   | 6                 | 6                    | 6                 |
| <b><u>Efficiencies:</u></b>                     |                   |                      |                   |
| Average # Meters Read Per Month                 | 6,228             | 6,539                | 6,866             |
| # Completed Service Orders                      | 3,146             | 3,303                | 3,468             |
| # Payments Taken                                | 73,564            | 77,242               | 81,104            |
| # Bank Drafts                                   | 9,106             | 9,561                | 10,039            |
| # Web Payments                                  | \$15,837          | \$16,629             | \$17,460          |
| <b><u>Effectiveness:</u></b>                    |                   |                      |                   |
| Meter Reading Error Rate                        | <1%               | <1%                  | <1%               |
| % of Bank Draft Customers                       | 9.24%             | 9.24%                | 9.24%             |
| % of Web Payment Customers                      | 16.08%            | 16.08%               | 16.08%            |

| <b>Personnel Summary</b> | <b>FY 18-19</b> | <b>FY 19-20</b> | <b>FY 20-21</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>Changes</b> | <b>FY 21-22<br/>Budget</b> |
|--------------------------|-----------------|-----------------|-----------------|--------------------------|-----------------------------|----------------------------|
| Utility Billing Manager  | 1               | 1               | 1               | 1                        |                             | 1                          |
| Service Technician       | 2               | 2               | 2               | 2                        |                             | 2                          |
| Senior Utility Clerk     | 1               | 1               | 1               | 1                        |                             | 1                          |
| Utility Clerk            | 2               | 2               | 2               | 2                        |                             | 2                          |
|                          | <b>6</b>        | <b>6</b>        | <b>6</b>        | <b>6</b>                 | <b>-</b>                    | <b>6</b>                   |

**Organization Chart**







*Public Works Vac Truck*

**Mission:**

The Utility Maintenance Department continually strives to provide the highest quality of water and wastewater services to the citizens of Taylor, while trying to maintain a high level of customer satisfaction and ensuring all EPA and TCEQ compliance standards are met.

**Department Description:**

The [Utility Maintenance Department](#) manages all the City of Taylor's water and wastewater infrastructure, which includes 127.99 miles of water mains, 92 miles of sanitary sewer mains, and 6,000 service connections. Our services include the safe delivery of potable water, and the proper disposal of wastewater, fire hydrant maintenance and repair, water and sewer line repair, upkeep of city lift stations, upkeep of water storage facilities, and the deliverance of the best customer service possible to our citizens.



**FY 2022 Budget Highlights – WASTEWATER TREATMENT PLANT (WWTP):**

**Employee Talent Management**

- Uniforms
- \*Training and Professional Development, \$730

**Internal Process Strategies**

- \*Testing/Certification Permits, \$10,000
- \*Landfill Fees, \$12,380
- \*Electric Motor Maintenance and Repair, \$10,000
- Miscellaneous Hardware
- Electrical Plumbing Supplies
- \*Laboratory Supplies, \$1,630
- \*Chemicals, \$25,160

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 186,742                    | 275,344                    | 235,420                       | 383,285                  | 730                      | 384,015                    |
| Operational Supplies            | 41,887                     | 32,700                     | 34,046                        | 33,600                   | 26,790                   | 60,390                     |
| Facility Operations & Maint.    | 147,675                    | 208,162                    | 188,440                       | 210,490                  | -                        | 210,490                    |
| Equip. Operations & Maint.      | 59,995                     | 49,269                     | 48,269                        | 170,000                  | 10,000                   | 180,000                    |
| Contract Services & Fees        | 235,482                    | 101,260                    | 101,260                       | 101,260                  | 22,380                   | 123,640                    |
| <b>Total Department Budget:</b> | <b>671,781</b>             | <b>666,735</b>             | <b>607,435</b>                | <b>898,635</b>           | <b>59,900</b>            | <b>958,535</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**UTILITY FUND – Wastewater Treatment Plant (WWTP), Utility  
Maintenance (UM)**

**FY 2022 Budget**

**FY 2022 Budget Highlights – UTILITY MAINTENANCE (UM):**

**Employee Talent Management**

- Uniforms
- Training and Professional Development

**Internal Process Strategies**

- \*Additional Contracted Services, \$48,000
- \*Water Meters, \$136,785
- \*Hardware, \$10,000; \*Clamps, \$5,200; and \*Water Valves, \$3,300
- \*Copier Repairs/Maintenance, \$3,600
- \*Laboratory Supplies, \$4,000
- Street Repair Materials
- Building Materials
- Sand and Gravel
- Fire Hydrants

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 1,065,624                  | 989,323                    | 1,011,782                     | 990,091                  | -                        | 990,091                    |
| Operational Supplies            | 238,802                    | 252,230                    | 306,542                       | 251,730                  | 159,285                  | 411,015                    |
| Facility Operations & Maint.    | 145,854                    | 112,479                    | 114,165                       | 401,120                  | 3,600                    | 404,720                    |
| Equip. Operations & Maint.      | 87,625                     | 55,564                     | 57,262                        | 58,312                   | -                        | 58,312                     |
| Contract Services & Fees        | 258,273                    | 274,800                    | 330,800                       | 274,800                  | 48,000                   | 322,800                    |
| Capital Outlay                  | 112,902                    | -                          | -                             | -                        | -                        | -                          |
| <b>Total Department Budget:</b> | <b>1,909,080</b>           | <b>1,684,396</b>           | <b>1,820,551</b>              | <b>1,976,053</b>         | <b>210,885</b>           | <b>2,186,938</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021  
Major Accomplishments**

- ☒ Met all requirements stated in the purchase water permit
- ☒ Kept up meter program
- ☒ Resolved customer complaints in a timely manner
- ☒ Continued doing road cutting for street dept. to fix our utility cuts
- ☒ Finished Rehab project on Ford Storage Tank
- ☒ 1500' of new main water line at Taylor City Cemetery
- ☒ 240' of water line added to Blazmar
- ☒ 400' of sewer main replaced at Speegle St.
- ☒ Sent key personnel to classes to maintain licensing
- ☒ Helped other departments as needed
- ☒ Have pamphlets at Utility Billing for utility awareness
- ☒ Working on Consumer Confidence Report (CCR) for 2020
- ☒ Continued to update our Utility mapping
- ☒ Remained EPA and TCEQ Compliant
- ☒ Continue Progress with Iworqs
- ☒ Added chlorine and LES to Ford Ground Storage

**FY 2022  
Major Goals & Objectives**

- ☐ Maintain a high standard of customer service
- ☐ Utilize the city's resources in an efficient and effective manner
- ☐ Educate the public about utility usage awareness
- ☐ Promote a professional atmosphere with every department
- ☐ Continue to respond to water and sewer problems in a timely and professional manner
- ☐ Make certain the City of Taylor continues to be compliant with EPA and TCEQ policies
- ☐ Update our metering system as funds permit
- ☐ Update distribution and collection system as funds permit
- ☐ Make sure employees have access to schools for continued education

**UTILITY FUND – Wastewater Treatment Plant (WWTP), Utility  
Maintenance (UM)**

**FY 2022 Budget**

| Performance Measures                        | 2020<br>Actual | 2021<br>Projected | 2022<br>Target |
|---|----------------|-------------------|----------------|
| <b><u>Outputs:</u></b>                      |                |                   |                |
| Water Leaks                                 | 292            | 160               | 280            |
| Sewer Stops                                 | 241            | 118               | 230            |
| Water Taps                                  | 5              | 4                 | 20             |
| Sewer Taps                                  | 13             | 2                 | 20             |
| Fire Hydrant Repair/Replace                 | 8              | 2                 | 10             |
| Water Valves Repair/Replace                 | 13             | 5                 | 10             |
| Sewer Main/Service Replaced                 | 30             | 9                 | 12             |
| Camera Jobs                                 | 11             | 25                | 30             |
| City Side Cleanouts                         | 13             | 6                 | 15             |
| Line Locates                                | 267            | 180               | 255            |
| <b><u>Effectiveness:</u></b>                |                |                   |                |
| Maintenance Costs for Pumps and Motors      | \$42,282       | \$38,186          | \$25,400       |
| Maintenance Costs for Storage Tanks         | \$5,000        | \$100,050         | \$7,500        |
| <b><u>Efficiencies:</u></b>                 |                |                   |                |
| # of Bacteriological Water Sample Positives | 0              | 1                 | 0              |

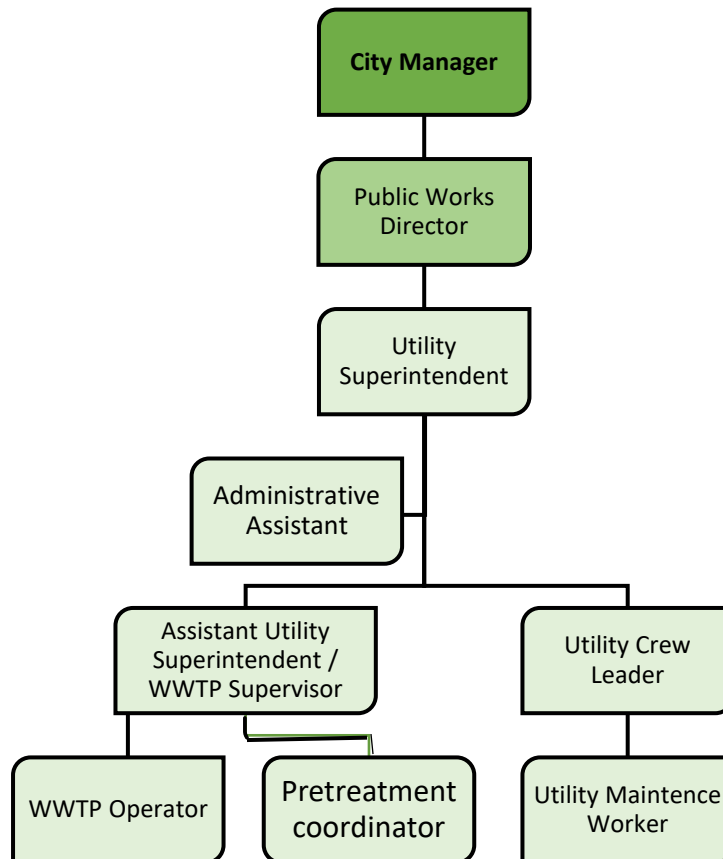
**UTILITY FUND – Wastewater Treatment Plant (WWTP), Utility  
Maintenance (UM)**

**FY 2022 Budget**

| <b>Personnel Summary - WWTP</b>  | <b>FY 18-19</b> | <b>FY 19-20</b> | <b>FY 20-21</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>Changes</b> | <b>FY 21-22<br/>Budget</b> |
|----------------------------------|-----------------|-----------------|-----------------|--------------------------|-----------------------------|----------------------------|
| Assistant Utility Superintendent | 1               | -               | 1               | 1                        |                             | 1                          |
| Industrial Pre-Treatment Officer | -               | -               | 1               | 1                        |                             | 1                          |
| Operator II                      | -               | -               | 1               | 1                        |                             | 1                          |
| Operator I                       | 3               | 3               | 2               | 2                        |                             | 2                          |
|                                  | <b>4</b>        | <b>3</b>        | <b>5</b>        | <b>5</b>                 | <b>-</b>                    | <b>5</b>                   |

| <b>Personnel Summary – UM</b>    | <b>FY 18-19</b> | <b>FY 19-20</b> | <b>FY 20-21</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>Changes</b> | <b>FY 21-22<br/>Budget</b> |
|----------------------------------|-----------------|-----------------|-----------------|--------------------------|-----------------------------|----------------------------|
| Utility Superintendent           | 1               | 1               | 1               | 1                        |                             | 1                          |
| Assistant Utility Superintendent | -               | 1               | 1               | 1                        |                             | 1                          |
| Administrative Assistant         | 1               | 1               | -               | -                        |                             | -                          |
| Crew Leader II                   | 1               | 1               | 1               | 1                        |                             | 1                          |
| Crew Leader I                    | 4               | 4               | 4               | 4                        |                             | 4                          |
| Utility Maintenance Worker I     | 6               | 6               | 6               | 6                        |                             | 6                          |
| Utility Maintenance Worker II    | 1               | 1               | 1               | 1                        |                             | 1                          |
|                                  | <b>14</b>       | <b>15</b>       | <b>14</b>       | <b>14</b>                | <b>-</b>                    | <b>14</b>                  |

Organization Chart



**About:**

The Non-Departmental budget consists of budget items that are either not particular to a single department or they apply to all departments within the fund.



*Bull Branch Park*

It may include items such as interfund transfers out of the Utility Fund, the purchase of treated water, reserves for rate stability, and funds for Utility debt payments, for example.

**FY 2022 Budget Highlights:****Financial Strategies**

- Reserve for Utility Rate Stability
- Interfund Transfers

**Internal Process Strategies**

- Purchase of Treated Water from Brazos River Authority
- Engineering Services
- Debt Service Payments for Utility Infrastructure
- Wastewater Treatment Plant Equipment Repairs
- Fire Hydrant Replacements

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Operational Supplies            | 2,001,146                  | 2,000,000                  | 2,333,200                     | 2,000,000                | -                        | 2,000,000                  |
| Contract Services & Fees        | 406,363                    | 245,000                    | 353,000                       | 321,800                  | -                        | 321,800                    |
| Capital Outlay                  | 105,000                    | -                          | -                             | -                        | -                        | -                          |
| Contributions & Contingencies   | 1,600,275                  | 2,295,000                  | 2,150,000                     | 2,295,000                | -                        | 2,295,000                  |
| Debt Service                    | 2,620,416                  | 2,616,376                  | 2,616,376                     | 2,973,490                | -                        | 2,973,490                  |
| Depreciation                    | 46,233                     | 45,000                     | 25,000                        | 45,000                   | -                        | 45,000                     |
| <b>Total Department Budget:</b> | <b>6,779,432</b>           | <b>7,201,376</b>           | <b>7,477,576</b>              | <b>7,635,290</b>         | <b>-</b>                 | <b>7,635,290</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

Airport Fund revenues are budgeted at \$459,200, an increase of \$32,500. The budgeted increase reflects rate increases for services.

The FY 2022 budgeted expenses total \$455,130, an increase of \$28,788 from the current year budget. The majority of the increase is seen in staff costs.

| Fund Schedule                           | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|---|----------------|----------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>            |                |                |                        |                    |                         |
| <b>Intergovernmental Revenues</b>       |                |                |                        |                    |                         |
| OTHER STATE GRANTS/REIMBURSE            | 13,924         | 16,710         | 4,000                  | 9,000              | 10,000                  |
| <b>Intergovernmental Revenues Total</b> | <b>13,924</b>  | <b>16,710</b>  | <b>4,000</b>           | <b>9,000</b>       | <b>10,000</b>           |
| <b>Charges For Service</b>              |                |                |                        |                    |                         |
| GROUND LEASES                           | 1,053          | 3,506          | -                      | -                  | -                       |
| LATE PAYMENT FEES                       | 799            | 411            | 700                    | 500                | 700                     |
| SALE OF AV GAS                          | 147,161        | 127,923        | 150,000                | 130,000            | 166,000                 |
| SALE OF JET A FUEL                      | 30,445         | 26,969         | 30,000                 | 45,000             | 40,000                  |
| T-HANGER RENT                           | 224,171        | 223,848        | 230,000                | 228,000            | 241,000                 |
| <b>Charges For Service Total</b>        | <b>403,628</b> | <b>382,656</b> | <b>410,700</b>         | <b>403,500</b>     | <b>447,700</b>          |
| <b>Assessments</b>                      |                |                |                        |                    |                         |
| PAYMENT OF CLAIMS                       | 2,296          | -              | -                      | -                  | -                       |
| <b>Assessments Total</b>                | <b>2,296</b>   | <b>-</b>       | <b>-</b>               | <b>-</b>           | <b>-</b>                |
| <b>Use Of Money And Property</b>        |                |                |                        |                    |                         |
| INTEREST INCOME                         | 23,491         | 9,143          | 12,000                 | 1,100              | 1,500                   |
| REIMBURSEMENTS/REFUNDS                  | -              | 206            | -                      | -                  | -                       |
| <b>Use Of Money And Property Total</b>  | <b>23,491</b>  | <b>9,349</b>   | <b>12,000</b>          | <b>1,100</b>       | <b>1,500</b>            |
| <b>Revenue By Categories Total</b>      | <b>443,338</b> | <b>408,715</b> | <b>426,700</b>         | <b>413,600</b>     | <b>459,200</b>          |
| <b>Expenditures By Categories</b>       |                |                |                        |                    |                         |
| <b>Employee Services</b>                |                |                |                        |                    |                         |
| DENTAL INSURANCE                        | 284            | 593            | 465                    | 465                | 475                     |
| FICA SOCIAL SECURITY                    | 4,900          | 5,074          | 4,906                  | 5,040              | 5,630                   |
| HEALTH INSURANCE                        | 1,230          | 3,137          | 3,383                  | 3,690              | 3,875                   |
| INSURANCE ALLOWANCE                     | 1,200          | 1,210          | -                      | 1,200              | 1,200                   |
| LONG TERM DISABILITY                    | 161            | 227            | 190                    | 190                | 215                     |
| LONGEVITY PAY                           | 432            | 540            | 576                    | 575                | 650                     |
| OVERTIME                                | 289            | 447            | 400                    | 500                | 600                     |
| PROFESSIONAL CONFERENCES                | -              | 75             | 260                    | 200                | 260                     |
| REGULAR FULL TIME                       | 49,635         | 51,537         | 51,124                 | 65,540             | 71,560                  |



# AIRPORT FUND – Fund Summary

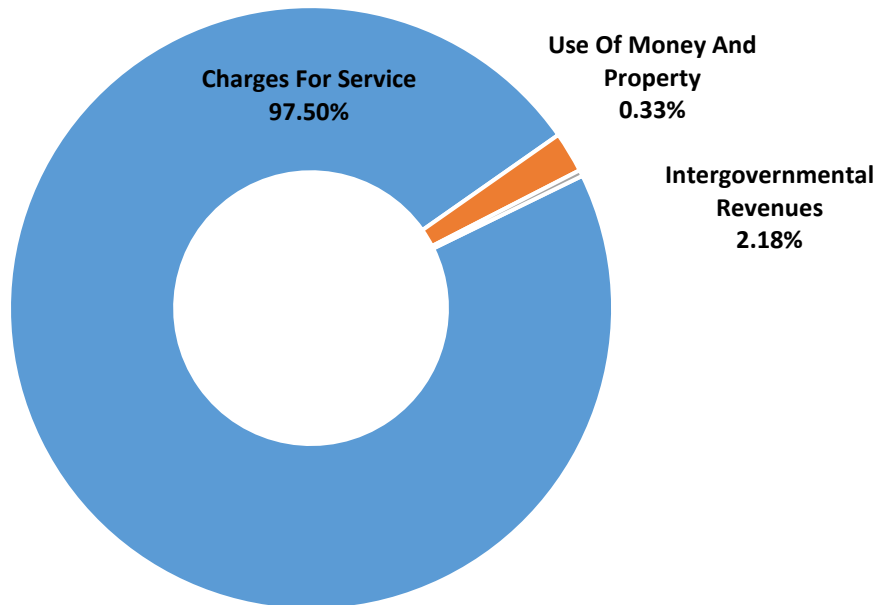
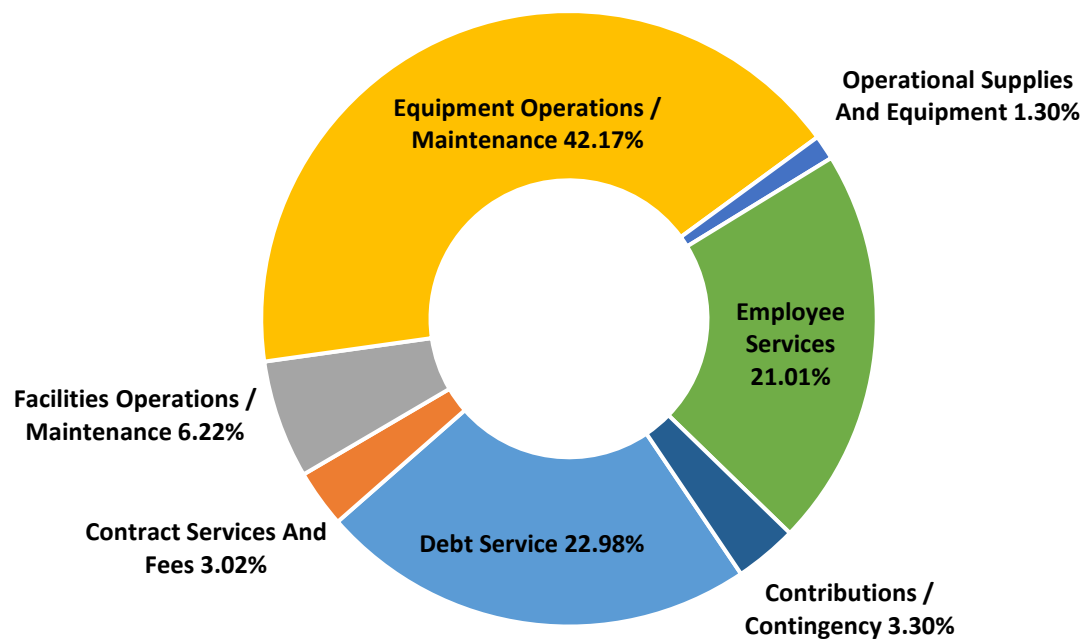
FY 2022 Budget

|  |               |               |               |               |               |
|--|---------------|---------------|---------------|---------------|---------------|
| REGULAR PART TIME                                | 12,844        | 13,367        | 12,241        | 4,300         | -             |
| RETIREMENT-TMRS                                  | 7,824         | 8,564         | 8,520         | 8,750         | 9,880         |
| STATE UNEMPLOYMENT TAXES                         | 18            | 288           | 243           | 243           | 243           |
| SUBSCRIPTIONS AND BOOKS                          | 159           | -             | 200           | 100           | 200           |
| TRAINING- LODGING                                | -             | -             | 100           | -             | 100           |
| TRAINING- TRANSPORTATION                         | -             | -             | 100           | -             | 100           |
| UNIFORMS (BUY)                                   | 238           | -             | 300           | 300           | 300           |
| UNUM LIFE  | 115           | 214           | 128           | 130           | 130           |
| VISION INSURANCE                                 | 51            | 77            | 72            | 72            | 75            |
| WORKERS COMPENSATION                             | 549           | 179           | 144           | 145           | 145           |
| <b>Employee Services Total</b>                   | <b>79,930</b> | <b>85,529</b> | <b>83,352</b> | <b>91,440</b> | <b>95,638</b> |
| <b>Operational Supplies And Equipment</b>        |               |               |               |               |               |
| CITY SPONSORED EVENTS                            | -             | -             | 700           | 700           | 700           |
| COMPUTER ACCESSORIES                             | -             | -             | 150           | 150           | 150           |
| COMPUTER SUPPLIES                                | 189           | 245           | 300           | 300           | 300           |
| COMPUTERS  | -             | -             | 500           | 500           | 1,100         |
| GENERAL OFFICE SUPPLIES                          | 694           | 270           | 700           | 700           | 700           |
| GROUNDS KEEPING EQUIPMENT                        | 206           | -             | -             | -             | -             |
| MINOR TOOLS/INSTRUMENTS                          | 252           | 255           | 200           | 200           | 200           |
| MISC SUPPLIES COVID-19                           | -             | 206           | -             | -             | -             |
| OFFICE FURNITURE                                 | 90            | -             | -             | -             | -             |
| OFFICE SECURITY                                  | 3,166         | 2,258         | 2,300         | 2,500         | 2,700         |
| POSTAGE  | 13            | -             | 100           | 50            | 50            |
| <b>Operational Supplies And Equipment Total</b>  | <b>4,610</b>  | <b>3,235</b>  | <b>4,950</b>  | <b>5,100</b>  | <b>5,900</b>  |
| <b>Facilities Operations / Maintenance</b>       |               |               |               |               |               |
| CELL PHONES                                      | 833           | 647           | 600           | 600           | 600           |
| CLEANING SUPPLIES                                | 136           | 107           | 200           | 200           | 200           |
| LIGHT AND POWER                                  | 7,161         | 6,029         | 6,930         | 6,700         | 7,100         |
| MISC REPAIRS/MAINT                               | 10,686        | 15,220        | 18,650        | 18,650        | 19,000        |
| TRUNK TELEPHONE SYSTEM                           | 1,596         | 1,278         | 850           | 1,400         | 1,400         |
| <b>Facilities Operations / Maintenance Total</b> | <b>20,413</b> | <b>23,281</b> | <b>27,230</b> | <b>27,550</b> | <b>28,300</b> |
| <b>Equipment Operations / Maintenance</b>        |               |               |               |               |               |
| AV GAS FUEL PURCHASES                            | 131,004       | 134,194       | 153,200       | 153,200       | 156,500       |
| JET A FUEL PURCHASES                             | 21,892        | 14,547        | 17,000        | 23,000        | 23,500        |
| MOTOR VEHICLE RENTAL                             | 6,900         | 6,775         | 7,000         | 6,775         | 8,000         |

# AIRPORT FUND – Fund Summary

FY 2022 Budget

|   |                |                |                |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
| REPLACEMENT FUND CONTRIBUTION                   | 4,645          | 10,094         | -              | -              | 3,938          |
| <b>Equipment Operations / Maintenance Total</b> | <b>164,441</b> | <b>165,610</b> | <b>177,200</b> | <b>182,975</b> | <b>191,938</b> |
| <b>Contract Services And Fees</b>               |                |                |                |                |                |
| ADVERTISING                                     | -              | 82             | 260            | 150            | 260            |
| BANK FINANCE CHARGES                            | 204            | 204            | -              | -              | -              |
| INSURANCE AND BONDS                             | 6,395          | 7,952          | 6,500          | 8,200          | 8,250          |
| OTHER CONTRACT SERVICES                         | 1,068          | 1,972          | 2,100          | 2,100          | 2,200          |
| SOFTWARE MAINT/LICENSE                          | 1,675          | 1,675          | 2,650          | 2,650          | 2,650          |
| TESTING/CERT. PERMITS                           | 200            | 302            | 400            | 300            | 400            |
| <b>Contract Services And Fees Total</b>         | <b>9,542</b>   | <b>12,187</b>  | <b>11,910</b>  | <b>13,400</b>  | <b>13,760</b>  |
| <b>Contributions / Contingency</b>              |                |                |                |                |                |
| INTERFUND TRANSFERS OUT                         | 15,000         | 15,000         | 15,000         | 15,000         | 15,000         |
| <b>Contributions / Contingency Total</b>        | <b>15,000</b>  | <b>15,000</b>  | <b>15,000</b>  | <b>15,000</b>  | <b>15,000</b>  |
| <b>Debt Service</b>                             |                |                |                |                |                |
| TRANSFER TO IANDS INTEREST                      | 45,560         | 43,700         | 41,700         | 41,700         | 39,594         |
| TRANSFER TO IANDS PRINCIPAL                     | 60,000         | 65,000         | 65,000         | 65,000         | 65,000         |
| <b>Debt Service Total</b>                       | <b>105,560</b> | <b>108,700</b> | <b>106,700</b> | <b>106,700</b> | <b>104,594</b> |
| <b>Expenditures By Categories Total</b>         | <b>399,495</b> | <b>413,542</b> | <b>426,342</b> | <b>442,165</b> | <b>455,130</b> |

**FY 2022 Airport Fund Revenues****FY 2022 Airport Fund Expenditures**

**Mission:**

To be the preferred general aviation destination in Central Texas by providing effective, efficient, and courteous products and services to the aviation community.

**Department Description:**

The [Taylor Municipal Airport](#) is designated as a Community Service, General Aviation airport, serving eastern Williamson County. According to the 2010 Texas Airport System Plan (TASP), General Aviation airports make up nearly eighty-five percent



*Helicopter in Airport Hangar*

of the airports in the National Plan of Integrated Airport Systems (NPIAS) and nearly ninety-two percent of the aviation facilities in Texas. A 2017 Texas Department of Transportation (TXDoT) study showed that Aviation is an important contributor to the local, state, and national economies, providing over ninety-four billion dollars of economic activity to the State of Texas. As one of only 106 Community Service airports state-wide, the Taylor Municipal Airport is an important factor to the local economy, providing over six million dollars of economic impact, according to the recent TXDoT study.

The Taylor Municipal Airport Office is responsible for the safe and efficient operation of the airport and associated facilities. The staff's primary responsibilities include: monitoring the inventory and sales of aviation fuel; ensuring that all navigational and airport lighting are operational; leasing and administration of airport hangars and tie-down spaces; monitoring and documenting aircraft operations; providing ground to air radio communication advisories to aircraft operating at Taylor, upon request; conducting safety and maintenance inspections; maintaining Airport records; providing administrative and logistical support; interacting with TXDoT Aviation planners and staff to ensure the future needs of the airport and the community are met; and to serve as an informal "ambassador" for the City of Taylor to transient aircrews and their clients while flying through Taylor. The airport staff consists of one full-time Manager and one part-time Operations Technician/Building Maintenance Assistant.

**FY 2022 Budget Highlights:****Customer Strategies**

- Hangar Repairs
- Lighting/NAVAIDS Repair
- Fuel System Repairs
- AV Gas Fuel Purchases
- Jet A Fuel Purchases

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 85,529                     | 83,352                     | 91,440                        | 95,638                   | -                        | 95,638                     |
| Operational Supplies            | 3,235                      | 4,950                      | 5,100                         | 5,900                    | -                        | 5,900                      |
| Facility Operations & Maint.    | 23,281                     | 27,230                     | 27,550                        | 28,300                   | -                        | 28,300                     |
| Equip. Operations & Maint.      | 165,610                    | 177,200                    | 182,975                       | 191,938                  | -                        | 191,938                    |
| Contract Services & Fees        | 12,187                     | 11,910                     | 13,400                        | 13,760                   | -                        | 13,760                     |
| Contributions & Contingencies   | 15,000                     | 15,000                     | 15,000                        | 15,000                   | -                        | 15,000                     |
| Debt Service                    | 108,700                    | 106,700                    | 106,700                       | 104,594                  | -                        | 104,594                    |
| <b>Total Department Budget:</b> | <b>413,542</b>             | <b>426,342</b>             | <b>442,165</b>                | <b>455,130</b>           | <b>-</b>                 | <b>455,130</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

- ☒ Completed a \$137,000 design project with TXDoT for a new aircraft parking apron, which will be the central point for additional airport facilities.
- ☒ Received approval from the Texas Transportation Commission and selected the contractor to begin the \$1.6M construction phase of the new aircraft parking apron.
- ☒ Received a \$150,000 CARES Act grant from the FAA, which provided additional funding toward our Apron construction project costs.
- ☒ Participated in the annual TXDoT Routine Airport Maintenance Program (RAMP), resulting in over \$16,700 in reimbursement for maintenance costs at the airport.
- ☒ Continued implementation of a five-year Capital Improvement Project (CIP) program with TXDoT Aviation for future airport improvements.
- ☒ Maintained 100% occupancy of all hangar space.
- ☒ Purchased equipment for the reduction and elimination of Foreign Object Debris.

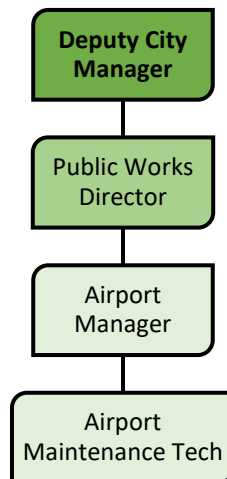
**FY 2022****Major Goals & Objectives**

- ☐ Secure approval and approximately \$200,000 FAA Grant funding to begin the design phase for the rehabilitation of our existing aircraft parking apron.
- ☐ Continue execution of additional projects within the existing TXDoT CIP program.
- ☐ Continue participation in the annual TXDoT RAMP.
- ☐ Utilize over \$40,000 of COVID-19 related FAA grant funds for Airport operational costs.

| Performance Measures         | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|------------------------------|-------------------|----------------------|-------------------|
| <b><u>Inputs:</u></b>        |                   |                      |                   |
| Number of Hangars            | 64                | 64                   | 64                |
| <b><u>Outputs:</u></b>       |                   |                      |                   |
| Landings/Take-offs           | 18,500            | 19,000               | 20,500            |
| 100LL Gallons Sold           | 43,000            | 40,000               | 35,000            |
| Jet A Gallons Sold           | 13,000            | 12,000               | 13,000            |
| 100LL Sales Revenue          | \$155,000         | \$150,000            | \$145,000         |
| Jet A Sales Revenue          | \$32,000          | \$32,000             | \$35,000          |
| <b><u>Effectiveness:</u></b> |                   |                      |                   |
| Hangar Occupancy Rate        | 100%              | 100%                 | 100%              |
| <b><u>Efficiencies:</u></b>  |                   |                      |                   |
| TXDoT RAMP Program Grant     | \$10,000          | \$10,000             | \$10,000          |
| TXDoT CIP Grants             | \$125,000         | \$1,552,000          | \$180,000         |
| CARES & CRRSAA Grants        | \$7,000           | \$11,000             | \$13,000          |

| Personnel Summary                | FY 18-19   | FY 19-20   | FY 20-21   | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|----------------------------------|------------|------------|------------|------------------|---------------------|--------------------|
| Airport Manager                  | 1          | 1          | 1          | 1                |                     | 1                  |
| Airport Maintenance Technician   | 0.5        | 0.5        | 0.5        | 0.5              |                     | 0.5                |
| <b>350 - Airport Fund Total:</b> | <b>1.5</b> | <b>1.5</b> | <b>1.5</b> | <b>1.5</b>       | <b>-</b>            | <b>1.5</b>         |

### Organization Chart





**Revenues** in the Cemetery Fund are budgeted at \$257,500, an increase of \$78,500. The increase in revenues correlates to an increase in charges for services this current fiscal year that is expected to continue to increase. **Expenditures** are budgeted at \$258,566, an increase of \$46,713. The majority of the increase in expenditures is in employee wages and benefits and contracted services. The increase in contracted services is directly related to the charges for services revenue.

| Fund Schedule                                  | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|--|----------------|----------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>                   |                |                |                        |                    |                         |
| <b>340 Charges For Service</b>                 |                |                |                        |                    |                         |
| GRAVE DIGGING SERVICES                         | 120,280        | 134,732        | 95,000                 | 145,000            | 170,000                 |
| GRAVESITE MARKING/LOCATING FEE                 | 960            | 1,550          | 1,000                  | 2,500              | 1,500                   |
| <b>340 Charges For Service Total</b>           | <b>121,240</b> | <b>136,282</b> | <b>96,000</b>          | <b>147,500</b>     | <b>171,500</b>          |
| <b>430 Use Of Money And Property</b>           |                |                |                        |                    |                         |
| MISCELLANEOUS REVENUE                          | 1,415          | 1,475          | 1,000                  | 1,500              | 1,000                   |
| <b>430 Use Of Money And Property Total</b>     | <b>1,415</b>   | <b>1,475</b>   | <b>1,000</b>           | <b>1,500</b>       | <b>1,000</b>            |
| <b>450 Interfund Operating Transfers</b>       |                |                |                        |                    |                         |
| TRNSF IN FROM CEMETERY PERM FD                 | 12,510         | 25,895         | 12,000                 | 1,500              | 5,000                   |
| <b>450 Interfund Operating Transfers Total</b> | <b>12,510</b>  | <b>25,895</b>  | <b>12,000</b>          | <b>1,500</b>       | <b>5,000</b>            |
| <b>460 Proceeds General Fixed Assets</b>       |                |                |                        |                    |                         |
| CEMETERY LOT SALE-UNRESTRICTED                 | 76,754         | 83,841         | 70,000                 | 125,000            | 80,000                  |
| <b>460 Proceeds General Fixed Assets Total</b> | <b>76,754</b>  | <b>83,841</b>  | <b>70,000</b>          | <b>125,000</b>     | <b>80,000</b>           |
| <b>Revenue By Categories Total</b>             | <b>211,919</b> | <b>247,493</b> | <b>179,000</b>         | <b>275,500</b>     | <b>257,500</b>          |
| <b>Expenditures By Categories</b>              |                |                |                        |                    |                         |
| <b>100 Employee Services</b>                   |                |                |                        |                    |                         |
| DENTAL INSURANCE                               | 569            | 580            | 620                    | 620                | 630                     |
| FICA SOCIAL SECURITY                           | 5,704          | 3,822          | 6,036                  | 6,090              | 6,670                   |
| HEALTH INSURANCE                               | 15,993         | 9,842          | 13,533                 | 14,760             | 15,500                  |
| LONG TERM DISABILITY                           | 211            | 180            | 235                    | 235                | 260                     |
| LONGEVITY PAY                                  | 288            | 480            | 480                    | 330                | 330                     |
| OVERTIME                                       | 1,839          | 1,059          | 2,500                  | 1,500              | 2,500                   |
| REGULAR FULL TIME                              | 71,281         | 50,176         | 78,187                 | 78,930             | 86,560                  |
| RETIREMENT-TMRS                                | 9,032          | 6,590          | 10,482                 | 10,580             | 11,700                  |
| STATE UNEMPLOYMENT TAXES                       | 18             | 231            | 324                    | 324                | 324                     |
| UNIFORM RENTAL                                 | 672            | 698            | 728                    | 728                | 728                     |
| UNIFORMS (BUY)                                 | 298            | 300            | 300                    | 300                | 300                     |
| UNUM LIFE                                      | 156            | 173            | 179                    | 180                | 180                     |
| VISION INSURANCE                               | 87             | 79             | 96                     | 95                 | 96                      |

## CEMETERY OPERATING FUND – Fund Summary

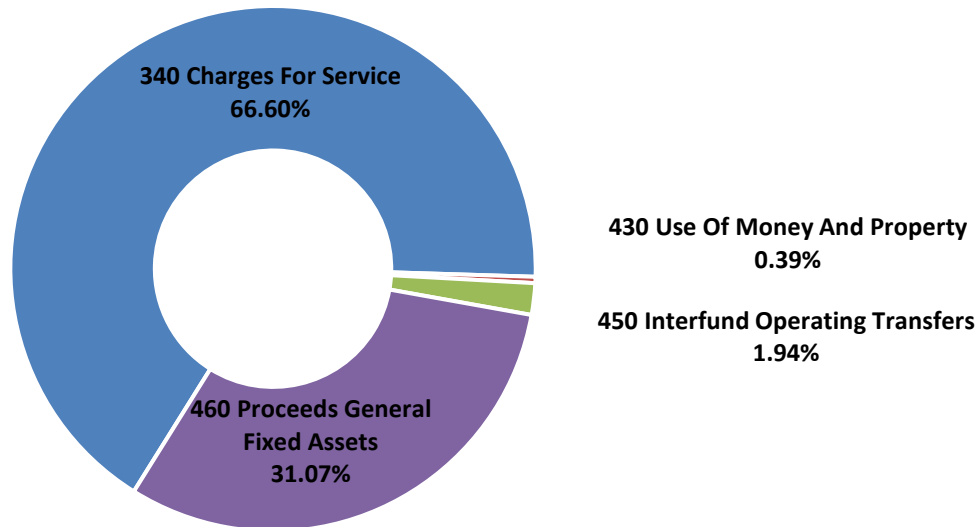
FY 2022 Budget

|  |                |               |                |                |                |
|--|----------------|---------------|----------------|----------------|----------------|
| WORKERS COMPENSATION                                 | 1,472          | 212           | 166            | 166            | 166            |
| WORKSHOP TRAINING                                    | -              | -             | -              | 125            | 125            |
| <b>100 Employee Services Total</b>                   | <b>107,619</b> | <b>74,420</b> | <b>113,866</b> | <b>114,963</b> | <b>126,069</b> |
| <b>200 Operational Supplies And Equipment</b>        |                |               |                |                |                |
| CHEMICALS  | 1,162          | -             | 500            | 2,040          | 2,040          |
| COMPUTERS  | 468            | -             | 1,100          | -              | 1,100          |
| FOOD/MEALS   | 61             | -             | 400            | 400            | 400            |
| GENERAL OFFICE SUPPLIES                              | 351            | 358           | 600            | 600            | 600            |
| GROUNDS KEEPING EQUIPMENT                            | 688            | 500           | 500            | 500            | 500            |
| MINOR TOOLS/INSTRUMENTS                              | 193            | 5             | 250            | 250            | 250            |
| OFFICE SECURITY                                      | 807            | 827           | 840            | 840            | 840            |
| OTHER OPERATIONAL EQUIPMENT                          | 67             | 151           | 350            | 350            | 350            |
| SAND AND GRAVEL                                      | -              | 900           | 800            | 4,320          | 4,320          |
| <b>200 Operational Supplies And Equipment Total</b>  | <b>3,796</b>   | <b>2,741</b>  | <b>5,340</b>   | <b>9,300</b>   | <b>10,400</b>  |
| <b>300 Facilities Operations / Maintenance</b>       |                |               |                |                |                |
| CELL PHONES  | 787            | 618           | 600            | 600            | 600            |
| LIGHT AND POWER                                      | 716            | 483           | 722            | 800            | 800            |
| MISC REPAIRS/MAINT                                   | 88             | -             | 500            | 500            | 500            |
| TRUNK TELEPHONE SYSTEM                               | 560            | 593           | 750            | 700            | 700            |
| WIRELESS DATA SERVICES                               | -              | 484           | 456            | 456            | 456            |
| <b>300 Facilities Operations / Maintenance Total</b> | <b>2,152</b>   | <b>2,179</b>  | <b>3,028</b>   | <b>3,056</b>   | <b>3,056</b>   |
| <b>400 Equipment Operations / Maintenance</b>        |                |               |                |                |                |
| LIGHT EQUIPMENT RENTAL                               | 2,100          | 2,000         | 2,000          | 2,000          | 3,000          |
| MOTOR VEHICLE RENTAL                                 | 6,900          | 6,775         | 7,000          | 6,775          | 8,000          |
| REPLACEMENT FUND CONTRIBUTION                        | -              | 8,185         | -              | 8,185          | -              |
| <b>400 Equipment Operations / Maintenance Total</b>  | <b>9,000</b>   | <b>16,960</b> | <b>9,000</b>   | <b>16,960</b>  | <b>11,000</b>  |
| <b>500 Contract Services And Fees</b>                |                |               |                |                |                |
| COUNTY RECORDING FEES                                | 1,260          | 1,197         | 1,050          | 1,050          | 1,050          |
| GRAVE DIGGING SERVICES                               | 44,079         | 57,046        | 53,000         | 80,000         | 80,000         |
| INSURANCE AND BONDS                                  | 517            | 671           | 680            | 752            | 752            |
| OTHER CONTRACT SERVICES                              | 1,515          | 3,537         | 25,689         | 26,561         | 25,689         |
| OUTSIDE PRINTING                                     | 44             | 147           | 200            | 200            | 200            |
| TESTING, CERTIFICATION PERMITS                       | -              | -             | -              | 350            | 350            |
| <b>500 Contract Services And Fees Total</b>          | <b>47,416</b>  | <b>62,598</b> | <b>80,619</b>  | <b>108,913</b> | <b>108,041</b> |
| <b>700 Capital Outlay</b>                            |                |               |                |                |                |

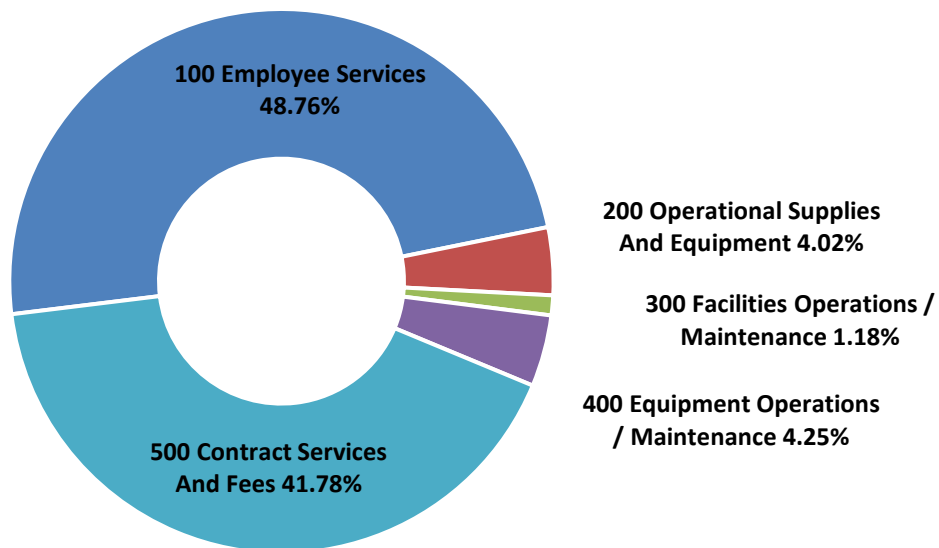
|  |               |   |   |   |   |
|--|---------------|---|---|---|---|
| OTHER CAPITAL OUTLAY                         | 3,454         | - | - | - | - |
| <b>700 Capital Outlay Total</b>              | <b>3,454</b>  | - | - | - | - |
| <b>800 Contributions / Contingency</b>       |               |   |   |   |   |
| INTERFUND TRANSFERS OUT                      | 25,000        | - | - | - | - |
| <b>800 Contributions / Contingency Total</b> | <b>25,000</b> | - | - | - | - |

|   |                |                |                |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
| <b>Expenditures By Categories Total</b> | <b>198,437</b> | <b>158,898</b> | <b>211,853</b> | <b>253,192</b> | <b>258,566</b> |
|---|----------------|----------------|----------------|----------------|----------------|

### FY 2022 Cemetery Operating Fund Revenues



### FY 2022 Cemetery Operating Fund Expenditures





*City Cemetery 2<sup>nd</sup> Edition*

**Mission:**

Be attentive and responsive to individuals and families during difficult times and support the overall needs of the community.

**Department Description:**

According to Williamson County property records, the first cemetery land in Taylor was acquired in 1889. A tract of thirty acres in the John Winsett Survey was sold to the City of Taylor by John S. Barues and Jacob S. Whitmore. The oldest burial site is that of the Vance family which dates to 1853. The oldest stone marker is that of John S. Miller who died in 1878. It is located in the northwestern section of the cemetery.

The [City of Taylor Cemetery](#) occupies over 114 acres of rolling hillside located on East Fourth Street, one mile east of Taylor City Hall.

The cemetery staff consists of a director, a cemetery coordinator, one assistant cemetery coordinator, and one part-time cemetery coordinator. The cemetery coordinator's primary responsibilities include selling space to the public, marking the family plot for the opening and closing of the space for the interment, scheduling and assisting internments, receiving money,

keeping records of purchases and internments, processing reports, surveying graves for headstone settings, and assisting families with new and existing plots, budgeting procedure techniques.

### FY 2022 Budget Highlights:

#### Customer Strategies

- Sand and Gravel
- Groundskeeping Equipment
- Grave Digging Services

| Budget Summary                  | FY 19-20<br>Actual | FY 20-21<br>Budget | FY 20-21<br>Projected | FY 21-22<br>Base | FY 21-22<br>*ATB | FY 21-22<br>Budget |
|---------------------------------|--------------------|--------------------|-----------------------|------------------|------------------|--------------------|
| Employee Services               | 74,420             | 113,866            | 114,963               | 126,069          | -                | 126,069            |
| Operational Supplies            | 2,741              | 5,340              | 9,300                 | 10,400           | -                | 10,400             |
| Facility Operations & Maint.    | 2,179              | 3,028              | 3,056                 | 3,056            | -                | 3,056              |
| Equip. Operations & Maint.      | 16,960             | 9,000              | 16,960                | 11,000           | -                | 11,000             |
| Contract Services & Fees        | 62,598             | 80,619             | 108,913               | 108,041          | -                | 108,041            |
| <b>Total Department Budget:</b> | <b>158,898</b>     | <b>211,853</b>     | <b>253,192</b>        | <b>258,566</b>   | <b>-</b>         | <b>258,566</b>     |

\***Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021  
Major Accomplishments**

- ☒ Maintained/Improved Cemetery water lines.
- ☒ Continued to improve Customer Service.
- ☒ Restarted Cemetery Committee
  - 2 meetings a year
- ☒ Established to keep grave filling up to date.
- ☒ 2019 – 2020 receipts & quote records audited and up to date.
- ☒ Added grave list & maps to city website.

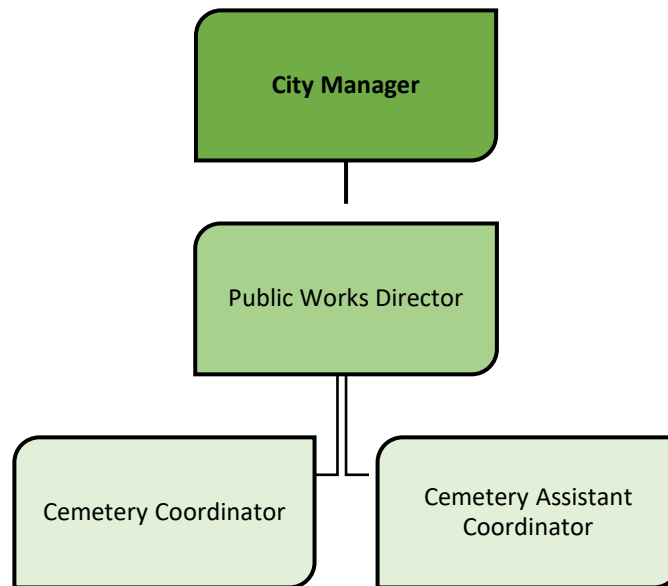
**FY 2022  
Major Goals & Objectives**

- ☐ Continue to improve roads.
- ☐ Bring Cemetery mapping & record management up to date with mapping & management software.
- ☐ Obtain Texas Historical Cemetery Designation.
- ☐ Update rules/regulations to be clearly understood.
- ☐ Clean up cemetery clutter to improve overall appearance.
- ☐ Explore additional revenue sources.

| Performance Measures         | FY 2020<br>Actual | FY 2021<br>Projected | FY 2022<br>Target |
|------------------------------|-------------------|----------------------|-------------------|
| <b><u>Inputs:</u></b>        |                   |                      |                   |
| # of full-time employees     | 2                 | 2                    | 2                 |
| # of part-time employees     | 0                 | 0                    | 0                 |
| <b><u>Outputs:</u></b>       |                   |                      |                   |
| Spaces Sold                  | 70                | 103                  | 103               |
| Internments/Disinterments    | 103               | 114                  | 114               |
| Surveys Completed            | 103               | 114                  | 114               |
| Acres Maintained             | 114               | 114                  | 114               |
| <b><u>Effectiveness:</u></b> |                   |                      |                   |
| Maintenance Yearly           | 24                | 24                   | 24                |

| Personnel Summary                 | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|-----------------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Cemetery Coordinator              | 1        | 1        | 1        | 1                |                     | 1                  |
| Cemetery Equipment Operator       | 1        | 1        | 1        | 1                |                     | 1                  |
| <b>370 - Cemetery Fund Total:</b> | <b>2</b> | <b>2</b> | <b>2</b> | <b>2</b>         | <b>-</b>            | <b>2</b>           |

### Organization Chart

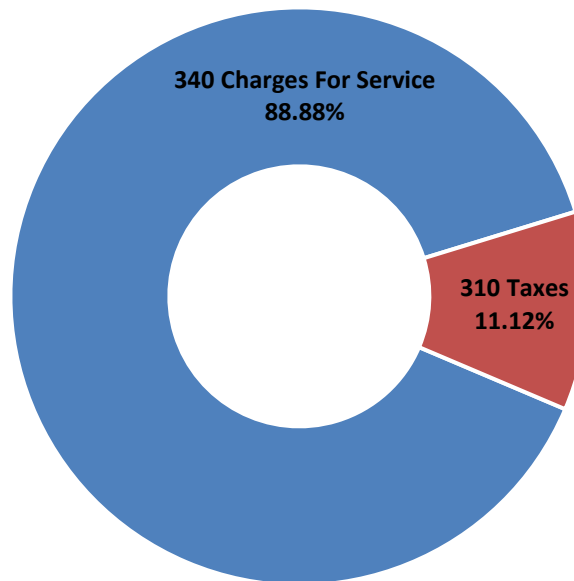
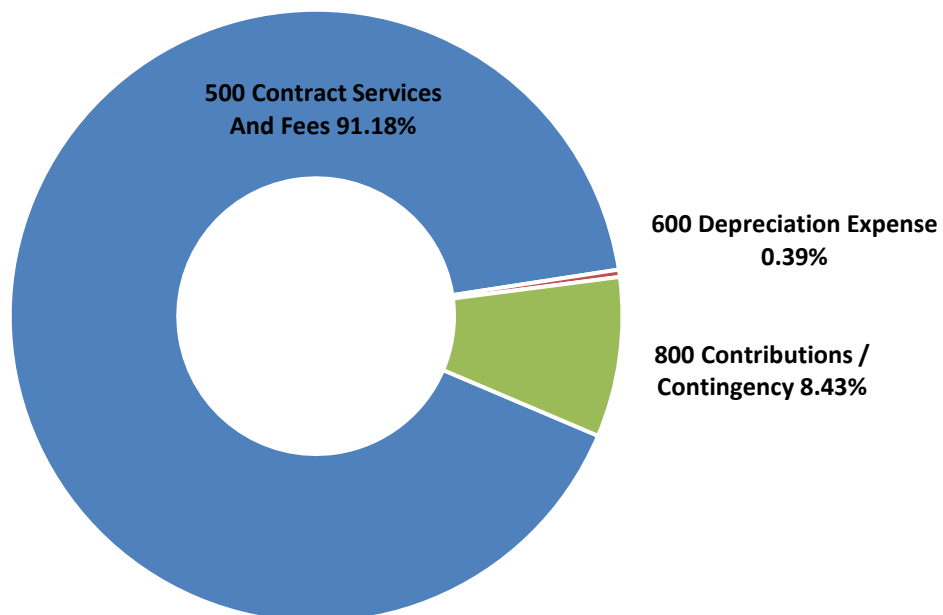




The main purpose of this fund is to identify and isolate solid waste operation costs and revenues to increase financial accountability.

**Revenues** in the Sanitation Fund are budgeted at \$1,843,000 for FY 2021 and **expenses** are budgeted at \$1,821,700. The major expense within this fund is the solid waste collection contract with Waste Connection. Also included in the expenditures is a transfer to the General Fund of \$164,200 to cover the administrative costs, which include the costs associated with the billing and collecting of charges. No rate increase is proposed for sanitation services.

| Fund Schedule                                | FY 2019 Actual   | FY 2020 Actual   | FY 2021<br>Adopted<br>Budget | FY 2021<br>Projection | FY 2022<br>Proposed<br>Budget |
|--|------------------|------------------|------------------------------|-----------------------|-------------------------------|
| <b>Revenue By Categories</b>                 |                  |                  |                              |                       |                               |
| <b>340 Charges For Service</b>               |                  |                  |                              |                       |                               |
| CREDIT CARD PROCESSING FEE                   | -                | -                | -                            | -                     | -                             |
| LATE PAYMENT FEE                             | -                | -                | -                            | -                     | -                             |
| RECYCLING CHARGES                            | 179,350          | 208,330          | 218,000                      | 213,600               | 224,600                       |
| REFUSE COLLECTION CHARGES                    | 1,362,477        | 1,305,939        | 1,425,000                    | 1,455,000             | 1,533,000                     |
| <b>340 Charges For Service Total</b>         | <b>1,541,827</b> | <b>1,514,269</b> | <b>1,643,000</b>             | <b>1,668,600</b>      | <b>1,757,600</b>              |
| <b>310 Taxes</b>                             |                  |                  |                              |                       |                               |
| SOLID WASTE COLLECTIONS                      | 147,386          | 227,242          | 200,000                      | 210,000               | 220,000                       |
| <b>310 Taxes Total</b>                       | <b>147,386</b>   | <b>227,242</b>   | <b>200,000</b>               | <b>210,000</b>        | <b>220,000</b>                |
| <b>Revenue By Categories Total</b>           | <b>1,689,213</b> | <b>1,741,511</b> | <b>1,843,000</b>             | <b>1,878,600</b>      | <b>1,977,600</b>              |
| <b>Expenditures By Categories</b>            |                  |                  |                              |                       |                               |
| <b>500 Contract Services And Fees</b>        |                  |                  |                              |                       |                               |
| CREDIT CARD FEES                             | -                | -                | -                            | -                     | -                             |
| TRASH COLLECTION SERVICE                     | 1,606,769        | 1,637,985        | 1,650,000                    | 1,685,000             | 1,775,000                     |
| <b>500 Contract Services And Fees Total</b>  | <b>1,606,769</b> | <b>1,637,985</b> | <b>1,650,000</b>             | <b>1,685,000</b>      | <b>1,775,000</b>              |
| <b>600 Depreciation Expense</b>              |                  |                  |                              |                       |                               |
| BAD DEBT                                     | 2,950            | 5,615            | 7,500                        | 7,000                 | 7,500                         |
| <b>600 Depreciation Expense Total</b>        | <b>2,950</b>     | <b>5,615</b>     | <b>7,500</b>                 | <b>7,000</b>          | <b>7,500</b>                  |
| <b>800 Contributions / Contingency</b>       |                  |                  |                              |                       |                               |
| INTERFUND TRANSFERS OUT                      | 164,200          | 164,200          | 164,200                      | 164,200               | 164,200                       |
| <b>800 Contributions / Contingency Total</b> | <b>164,200</b>   | <b>164,200</b>   | <b>164,200</b>               | <b>164,200</b>        | <b>164,200</b>                |
| <b>Expenditures By Categories Total</b>      | <b>1,773,918</b> | <b>1,807,800</b> | <b>1,821,700</b>             | <b>1,856,200</b>      | <b>1,946,700</b>              |

**FY 2022 Sanitation Fund Revenues****FY 2022 Sanitation Fund Expenditures**



Internal Service Funds

|                   |     |
|-------------------|-----|
| Fund Summary      | 224 |
| Fleet Operating   | 229 |
| Fleet Replacement | 231 |

The Internal Service Fund consists of the Fleet Service Operation Fund and Fleet Replacement Fund.

In the Fleet Service Operation Fund for the FY 2022 budget, revenues are budgeted at \$724,220, with expenditures at \$719,705.

This fund was initiated in 2003-04 as a revolving fund to get better control over the cost of vehicles and equipment. Under this concept each department rents its vehicles and equipment from the Fleet Service Fund. Most maintenance and repairs are handled by this department. Also included in the expenditures are vehicle fuel costs.

In the Fleet Replacement Fund, revenues are budgeted at \$2,347,922. The majority is \$2,000,000 in equipment loan proceeds. The remaining comes from the various funds at a pro-rated amount based on the value of the equipment and vehicles purchased in the respective departments. Expenditures are budgeted at \$2,321,794, which covers \$2,000,000 budgeted for motor vehicles and \$321,794 for capital lease/purchase payments for the equipment that has been purchased. The capital outlay budgeted for FY 2022 is \$2,000,000, exceeding the previous year's budget by more than \$1,950,000. The large increase is mainly due to the street maintenance program being expanded and a new fire truck. Street maintenance equipment is budgeted at \$886,500 and the fire truck at \$800,000.

| Fund Schedule                              | FY 2019 Actual   | FY 2020 Actual   | FY 2021<br>Adopted Budget | FY 2021<br>Projection | FY 2022<br>Proposed<br>Budget |
|--|------------------|------------------|---------------------------|-----------------------|-------------------------------|
| <b>Revenue By Categories</b>               |                  |                  |                           |                       |                               |
| <b>340 Charges For Service</b>             |                  |                  |                           |                       |                               |
| EQUIPMENT RENTAL FEE                       | 670,394          | 694,668          | 698,808                   | 694,668               | 721,220                       |
| EQUIPMENT REPLACEMENT FEE                  | 535,554          | 564,387          | 408,355                   | 408,355               | 339,922                       |
| <b>340 Charges For Service Total</b>       | <b>1,205,948</b> | <b>1,259,055</b> | <b>1,107,163</b>          | <b>1,103,023</b>      | <b>1,061,142</b>              |
| <b>Intergovernmental Revenues</b>          |                  |                  |                           |                       |                               |
| OTHER STATE GRANTS                         | 156,485          | -                | -                         | -                     | -                             |
| <b>Intergovernmental Revenues Total</b>    | <b>156,485</b>   | <b>-</b>         | <b>-</b>                  | <b>-</b>              | <b>-</b>                      |
| <b>420 Assessments</b>                     |                  |                  |                           |                       |                               |
| PAYMENT OF CLAIMS                          | 4,602            | 25,259           | 3,000                     | 12,698                | 3,000                         |
| <b>420 Assessments Total</b>               | <b>4,602</b>     | <b>25,259</b>    | <b>3,000</b>              | <b>12,698</b>         | <b>3,000</b>                  |
| <b>430 Use Of Money And Property</b>       |                  |                  |                           |                       |                               |
| ACCRUED INTEREST EARNED                    | 41,918           | 8,801            | 5,000                     | 500                   | 500                           |
| MISCELLANEOUS REVENUE                      | 1,946            | 53               | -                         | 107                   | -                             |
| <b>430 Use Of Money And Property Total</b> | <b>43,864</b>    | <b>8,855</b>     | <b>5,000</b>              | <b>607</b>            | <b>500</b>                    |
| <b>460 Proceeds General Fixed Assets</b>   |                  |                  |                           |                       |                               |
| SALE OF SURPLUS EQUIPMENT                  | 18,865           | 8,007            | 3,000                     | 18,075                | 7,500                         |

# INTERNAL SERVICE FUNDS – Fund Summary

FY 2022 Budget

|  |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|
| 460 Proceeds General Fixed Assets Total          | 18,865    | 8,007     | 3,000     | 18,075    | 7,500     |
| 470 Proceeds General Long Term Liabilities       |           |           |           |           |           |
| CAPITAL EQUIP LOAN PROCEEDS                      | 192,000   | -         | -         | -         | 2,000,000 |
| 470 Proceeds General Long Term Liabilities Total | 192,000   | -         | -         | -         | 2,000,000 |
| Revenue By Categories Total                      | 1,621,763 | 1,301,176 | 1,118,163 | 1,134,403 | 3,072,142 |
| Expenditures By Categories                       |           |           |           |           |           |
| 100 Employee Services                            |           |           |           |           |           |
| DENTAL INSURANCE                                 | 569       | 670       | 620       | 620       | 633       |
| FICA SOCIAL SECURITY                             | 8,774     | 9,194     | 9,300     | 9,490     | 9,840     |
| HEALTH INSURANCE                                 | 15,993    | 13,532    | 13,533    | 14,760    | 15,500    |
| LONG TERM DISABILITY                             | 345       | 363       | 360       | 360       | 380       |
| LONGEVITY PAY                                    | 1,008     | 1,104     | 1,200     | 1,200     | 1,300     |
| MEMBERSHIPS AND DUES                             | 232       | 238       | 244       | 245       | 245       |
| OVERTIME   | 1,824     | 192       | 1,000     | 1,000     | 1,000     |
| REGULAR FULL-TIME                                | 116,800   | 124,932   | 119,991   | 122,440   | 127,030   |
| RETIREMENT-TMRS                                  | 14,545    | 16,128    | 16,149    | 16,480    | 17,270    |
| STATE UNEMPLOYMENT TAXES                         | 18        | 288       | 324       | 324       | 324       |
| SUBSCRIPTIONS AND BOOKS                          | 43        | -         | 150       | 150       | 150       |
| TRAINING- MEALS                                  | 10        | -         | 100       | 100       | 100       |
| UNIFORM RENTAL                                   | 1,102     | 1,036     | 1,500     | 1,500     | 1,500     |
| UNIFORMS (BUY)                                   | 377       | 418       | 500       | 500       | 500       |
| UNUM LIFE  | 257       | 339       | 297       | 297       | 297       |
| VISION INSURANCE                                 | 87        | 95        | 96        | 95        | 98        |
| WORKERS COMPENSATION                             | 3,171     | 351       | 275       | 275       | 275       |
| WORKSHOP TRAINING                                | 1,018     | 600       | 2,000     | 2,000     | 2,000     |
| 100 Employee Services Total                      | 166,173   | 169,481   | 167,639   | 171,836   | 178,442   |
| 200 Operational Supplies And Equipment           |           |           |           |           |           |
| CHEMICALS  | 3,004     | 2,132     | 3,500     | 3,500     | 3,500     |
| COMPUTER ACCESSORIES                             | 62        | 98        | 100       | 100       | 100       |
| COMPUTERS  | 910       | 4,909     | -         | -         | -         |
| FIRE PREVENTION SUPPLIES                         | 500       | 346       | 500       | 500       | 500       |

# INTERNAL SERVICE FUNDS – Fund Summary

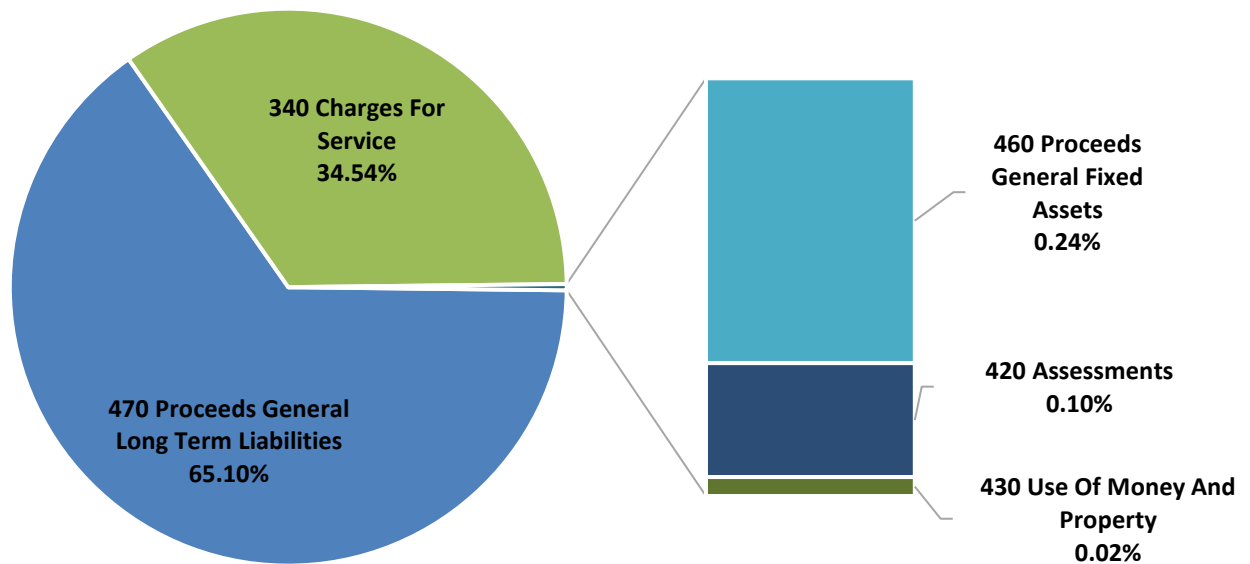
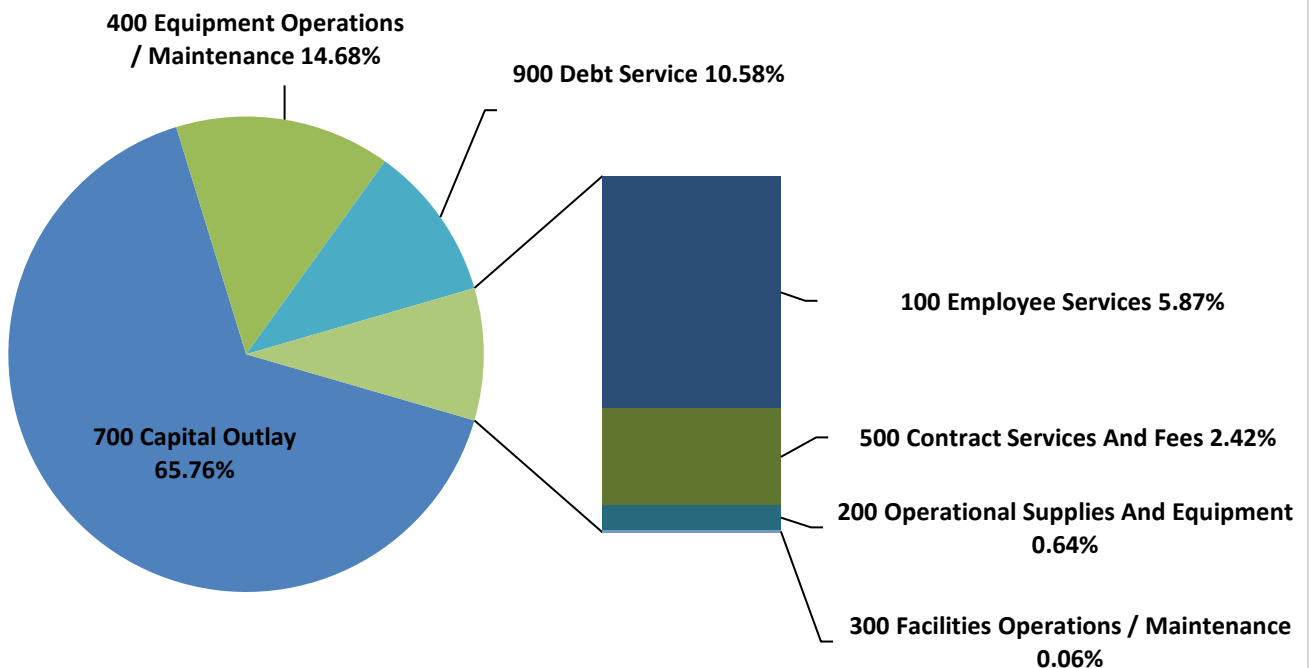
FY 2022 Budget

|  |               |               |               |               |               |
|--|---------------|---------------|---------------|---------------|---------------|
| GENERAL OFFICE SUPPLIES                        | 317           | 120           | 350           | 350           | 350           |
| MEDICAL SUPPLIES                               | 460           | 910           | 1,000         | 1,000         | 1,000         |
| MINOR TOOLS/INSTRUMENTS                        | 1,504         | 1,407         | 2,500         | 2,500         | 2,500         |
| MISC. HARDWARE                                 | 3,622         | 2,998         | 3,500         | 3,500         | 3,500         |
| MISC. SUPPLIES                                 | 7,876         | 8,223         | 8,000         | 8,000         | 8,000         |
| <b>200 Operational Supplies And Equipment</b>  |               |               |               |               |               |
| <b>Total</b>                                   | <b>18,255</b> | <b>21,143</b> | <b>19,450</b> | <b>19,450</b> | <b>19,450</b> |
| <b>300 Facilities Operations / Maintenance</b> |               |               |               |               |               |
| CELL PHONES                                    | 918           | 1,269         | 1,200         | 1,200         | 1,200         |
| TRUNK TELEPHONE SYSTEM                         | -             | -             | -             | -             | 25            |
| WIRELESS DATA SERVICES                         | 356           | 422           | 456           | 456           | 456           |
| <b>300 Facilities Operations / Maintenance</b> |               |               |               |               |               |
| <b>Total</b>                                   | <b>1,274</b>  | <b>1,691</b>  | <b>1,656</b>  | <b>1,656</b>  | <b>1,681</b>  |
| <b>400 Equipment Operations / Maintenance</b>  |               |               |               |               |               |
| BATTERIES                                      | 14,398        | 12,100        | 11,000        | 11,000        | 11,000        |
| BODY SHOP PARTS                                | 20,308        | 25,317        | 22,000        | 35,000        | 25,000        |
| BRAKE SYSTEM                                   | 17,430        | 16,665        | 16,000        | 16,000        | 16,000        |
| BRAKE/SUSPENSION SYSTEM                        | 12,663        | 11,828        | 15,000        | 15,000        | 15,000        |
| CARBURETOR REPAIRS                             | 2,916         | 1,148         | 3,000         | 3,000         | 3,000         |
| COOLING SYSTEM PARTS                           | 5,729         | 3,446         | 5,000         | 5,000         | 5,000         |
| ELECTRICAL                                     | 15,391        | 21,134        | 20,000        | 22,000        | 22,000        |
| EXHAUST SYSTEMS                                | 1,895         | 2,564         | 3,000         | 3,000         | 3,000         |
| FUEL (GAS, DIESEL)                             | 166,975       | 133,831       | 165,000       | 160,000       | 165,000       |
| FUEL LINE AND PUMP REPAIRS                     | 2,627         | 3,549         | 3,500         | 3,500         | 3,500         |
| HYDRAULIC SYSTEM PARTS                         | 11,675        | 11,279        | 13,000        | 13,000        | 15,000        |
| LIGHT EQUIP RENTAL-EXTERNAL                    | 3,651         | 1,717         | 4,000         | 18,000        | 6,000         |
| MISCELLANEOUS PARTS                            | 32,066        | 36,669        | 33,000        | 81,000        | 33,000        |
| OIL,LUBRICANTS,OIL FILTERS                     | 27,273        | 39,721        | 32,000        | 32,000        | 32,000        |
| REPLACEMENT FUND CONTRIBUTION                  | -             | 10,662        | 5,093         | 10,662        | 5,093         |
| TIRES  | 35,578        | 33,871        | 33,000        | 33,000        | 33,000        |
| TRANSMISSION SYSTEM                            | 9,757         | 17,035        | 13,000        | 13,000        | 13,000        |
| TRANSMISSION/MOTOR PARTS                       | 31,054        | 36,455        | 35,000        | 35,000        | 35,000        |

# INTERNAL SERVICE FUNDS – Fund Summary

FY 2022 Budget

|   |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
| TRUCK/HEAVY EQUIP RENTAL/EXT                        | 5,493            | 2,678            | 6,000            | 6,000            | 6,000            |
| TRUCKS, HEAVY EQUIP RENTAL                          | -                | -                | -                | -                | -                |
| <b>400 Equipment Operations / Maintenance Total</b> | <b>416,879</b>   | <b>421,669</b>   | <b>437,593</b>   | <b>515,162</b>   | <b>446,593</b>   |
| <b>500 Contract Services And Fees</b>               |                  |                  |                  |                  |                  |
| EXTENDED MAINTENANCE WARRANTY                       | 1,131            | 1,740            | 1,131            | 1,131            | 1,131            |
| INSURANCE AND BONDS                                 | 53,565           | 66,141           | 60,000           | 68,000           | 68,000           |
| OTHER PROFESSIONAL SERVICES                         | 60,307           | 29,639           | -                | -                | -                |
| OUTSIDE PRINTING                                    | 118              | -                | -                | -                | -                |
| SOFTWARE MAINT/LICENSE                              | 3,408            | 3,408            | 3,408            | 3,408            | 3,408            |
| TESTING/CERT. PERMITS                               | 844              | 828              | 1,000            | 1,000            | 1,000            |
| <b>500 Contract Services And Fees Total</b>         | <b>119,373</b>   | <b>101,756</b>   | <b>65,539</b>    | <b>73,539</b>    | <b>73,539</b>    |
| <b>700 Capital Outlay</b>                           |                  |                  |                  |                  |                  |
| COMMUNICATION EQUIPMENT                             | 511,254          | 175,273          | -                | -                | -                |
| COMPUTER EQUIPMENT                                  | 351,769          | 65,433           | -                | -                | -                |
| HEAVY EQUIPMENT                                     | -                | 68,109           | -                | -                | -                |
| LIGHT EQUIPMENT                                     | 14,016           | 96,433           | -                | -                | -                |
| MOTOR VEHICLES                                      | 412,474          | 980,045          | 47,954           | 63,974           | 2,000,000        |
| OTHER EQUIPMENT                                     | 12,249           | -                | -                | -                | -                |
| <b>700 Capital Outlay Total</b>                     | <b>1,301,761</b> | <b>1,385,292</b> | <b>47,954</b>    | <b>63,974</b>    | <b>2,000,000</b> |
| <b>900 Debt Service</b>                             |                  |                  |                  |                  |                  |
| CAP LEASE INTEREST PAYALBE                          | 57,099           | 48,092           | 42,706           | 42,706           | 36,117           |
| CAP LEASE PRINCIPAL                                 | 407,129          | 431,808          | 291,799          | 291,799          | 277,553          |
| CAPITAL LEASE SHORT TERM                            | 27,512           | 24,784           | 25,896           | 25,896           | 8,124            |
| <b>900 Debt Service Total</b>                       | <b>491,739</b>   | <b>504,683</b>   | <b>360,401</b>   | <b>360,401</b>   | <b>321,794</b>   |
| <b>Expenditures By Categories Total</b>             | <b>2,515,454</b> | <b>2,605,715</b> | <b>1,100,232</b> | <b>1,206,018</b> | <b>3,041,499</b> |

**FY 2022 Internal Service Fund Revenues****FY 2022 Internal Service Fund Expenditures**



**Mission:**

The Fleet Operating department strives to provide a safe, efficient, and cost-effective fleet of vehicles and equipment to all city departments and maintain a high level of quality and professional maintenance.

**Department Description:**

The Fleet Operating Department oversees management of the City's fleet and provides service for vehicle maintenance and repair. Our mission is to keep the City's fleet safe and reliable so that the City employees can do their job efficiently and safely.

The City's fleet is comprised of 190 vehicles and equipment consisting of automobiles, pickups, dump trucks, mowers, tractors, backhoes, loaders, trailers, etc. to Fire Department pumpers and aerial ladders and Police Department marked and unmarked vehicles. All vehicles needing repairs are brought to the Service Center for inspection and they are either repaired in-house or referred to outside vendors for specialized service. This department is committed to providing City departments with high quality repair and maintenance services in a manner that minimizes equipment downtime and interruptions of City services to our citizens.

This department provides other fleet services, which includes processing vehicle registrations, developing vehicle and equipment specifications, disposal of surplus vehicles and equipment, and maintaining vehicle history records.

**FY 2022 Budget Highlights - OPERATING:****Employee Talent Management**

- Training and Professional Development

**Internal Process Strategies**

- Vehicle Repair Supplies
- Fuel, Oil, Filters, Tires
- iWorq Workload System

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | 169,481                    | 167,639                    | 171,836                       | 178,442                  | -                        | 178,442                    |
| Operational Supplies            | 21,143                     | 19,450                     | 19,450                        | 19,450                   | -                        | 19,450                     |
| Facility Operations & Maint.    | 421,669                    | 437,593                    | 515,162                       | 446,593                  | -                        | 446,593                    |
| Equip. Operations & Maint.      | 1,691                      | 1,656                      | 1,656                         | 1,681                    | -                        | 1,681                      |
| Contract Services & Fees        | 72,117                     | 65,539                     | 73,539                        | 73,539                   | -                        | 73,539                     |
| <b>Total Department Budget:</b> | <b>686,101</b>             | <b>691,877</b>             | <b>781,643</b>                | <b>719,705</b>           | <b>-</b>                 | <b>719,705</b>             |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2022 Budget Highlights – REPLACEMENT:****Internal Process Strategies**

- The City Council has elected to expand the street maintenance program so additional equipment is needed to perform the tasks. The Fire and Police Department will also replace some of their vehicles, including a new fire truck. The equipment will be financed through Certificates of Obligations.

|  |                     |
|--|---------------------|
| Fire Ford Expedition XLT                 | \$ 70,000           |
| Fire Pierce Saber                        | 800,000             |
| Fire John Deere LA105                    | 4,500               |
| Police Chevrolet Impala                  | 35,000              |
| Police Chevrolet Caprice                 | 70,000              |
| Streets/Grounds 66" Single Drum Roller   | 145,000             |
| Streets/Grounds Ford F550 1 1/2 Ton      | 50,000              |
| Streets/Grounds Dodge Ram ¾ ton          | 30,000              |
| Streets/Grounds Chevrolet ¾ ton          | 30,000              |
| Streets/Grounds Excavator                | 100,000             |
| Streets/Grounds Genie Boom s-45          | 90,000              |
| Streets/Grounds Kubota ZD323 Zero Turn   | 15,000              |
| Streets/Grounds Kubota ZD323 Zero Turn   | 15,000              |
| Streets/Grounds John Deere 5525 Tractor  | 40,000              |
| Streets/Grounds Supreme Flat Bed Trailer | 15,000              |
| Streets/Grounds Case Forklift            | 90,000              |
| Streets/Grounds JD 444H Wheel Loader     | 111,500             |
| Streets/Ground Rubber Tire Roller        | 155,000             |
| Utility Maintenance Dump Truck           | 110,000             |
| Utility Maintenance Chevrolet Truck      | 38,000              |
| <b>Total</b>                             | <b>\$ 2,014,000</b> |

| <b>Budget Summary</b>           | <b>FY 19-20<br/>Actual</b> | <b>FY 20-21<br/>Budget</b> | <b>FY 20-21<br/>Projected</b> | <b>FY 21-22<br/>Base</b> | <b>FY 21-22<br/>*ATB</b> | <b>FY 21-22<br/>Budget</b> |
|---------------------------------|----------------------------|----------------------------|-------------------------------|--------------------------|--------------------------|----------------------------|
| Employee Services               | -                          | -                          | -                             | -                        | -                        | -                          |
| Operational Supplies            | -                          | -                          | -                             | -                        | -                        | -                          |
| Contract Services & Fees        | 29,639                     | -                          | -                             | -                        | -                        | -                          |
| Capital Outlay                  | 1,385,292                  | 47,954                     | 63,974                        | 2,000,000                | -                        | 2,000,000                  |
| Debt Service                    | 504,683                    | 360,401                    | 360,401                       | 321,794                  | -                        | 321,794                    |
| <b>Total Department Budget:</b> | <b>1,919,615</b>           | <b>408,355</b>             | <b>424,375</b>                | <b>2,321,794</b>         | <b>-</b>                 | <b>2,321,794</b>           |

**\*Adjustment to Base:** Additional service, personnel, and/or equipment added to base operating budget.

**FY 2021****Major Accomplishments**

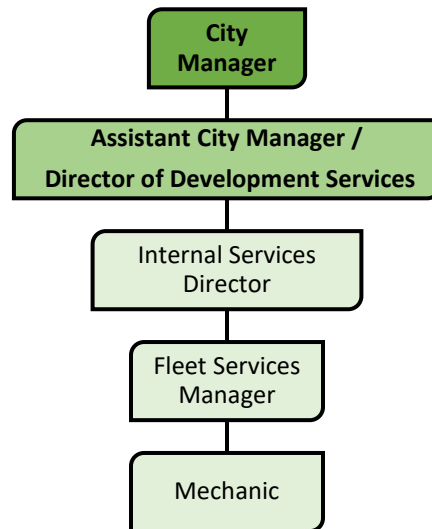
- ☒ Purchased truck and equipment for Streets/Grounds and Parks. Purchased (1) marked vehicle for the Police Department.
- ☒ Passed ASE certifications to further education
- ☒ Monitored and performed preventive maintenance on fleet vehicles and equipment
- ☒ Decreased vehicle down time through efficient, cost-effective operations

**FY 2022****Major Goals & Objectives**

- ☐ Replace and equip new vehicles and equipment
- ☐ Upgrade diagnostic equipment
- ☐ Maintain compliance with federal and state mandates with regards to safety and environment
- ☐ Continue technical training on the latest technology
- ☐ Maintain ASE certifications of our technicians
- ☐ Monitor expenditures and remain within + or – 5% of the budget allocation
- ☐ Preserve mechanical, electrical, and hydraulic integrity of the City's fleet, thus extending the useful life of the City's assets
- ☐ Maintain a high level of customer satisfaction for repair and preventive maintenance services
- ☐ Maintain a safe and efficient fleet for City operations

| Performance Measures                      | FY 19-20<br>Actual | FY 20-21<br>Projected | FY 21-22<br>Target |
|---|--------------------|-----------------------|--------------------|
| <b><u>Inputs:</u></b>                     |                    |                       |                    |
| # of full-time employees                  | 2                  | 2                     | 2                  |
| # of part-time employees                  | 0                  | 0                     | 0                  |
| <b><u>Outputs:</u></b>                    |                    |                       |                    |
| # of Fleet Vehicles and Equipment         | 180                | 190                   | 190                |
| # of Work Orders Completed                | 880                | 900                   | 850                |
| <b><u>Effectiveness:</u></b>              |                    |                       |                    |
| % Work Orders on Preventative Maintenance | 25%                | 23%                   | 24%                |
| <b><u>Efficiencies:</u></b>               |                    |                       |                    |
| Fleet Maintenance Cost                    | \$220,755          | \$235,000             | \$180,000          |
| Fuel Cost                                 | \$131,663          | \$155,000             | \$160,000          |
| Gallons                                   | 68,673             | 70,000                | 69,000             |

| Personnel Summary      | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22<br>Base | FY 21-22<br>Changes | FY 21-22<br>Budget |
|------------------------|----------|----------|----------|------------------|---------------------|--------------------|
| Fleet Services Manager | 1.00     | 1.00     | 1.00     | 1.00             |                     | 1.00               |
| Mechanic               | 1.00     | 1.00     | 1.00     | 1.00             |                     | 1.00               |
|                        | 2.00     | 2.00     | 2.00     | 2.00             | -                   | 2.00               |

**Organization Chart**



## Fiduciary Funds

Cemetery Permanent Fund

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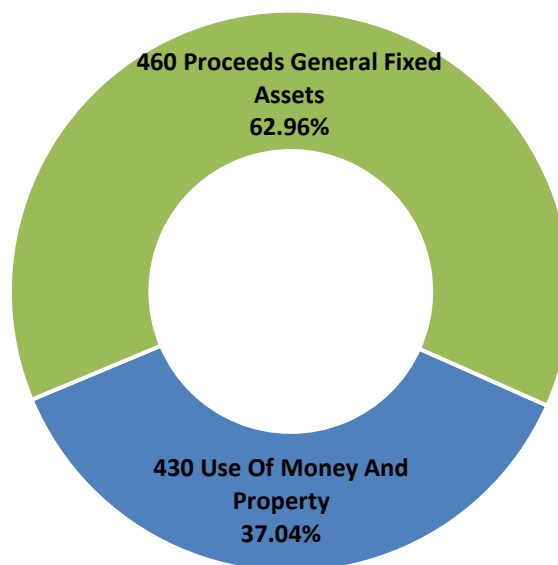


Chapter 6 Section 6-8 of the City Code establishes a cemetery trust fund subject to control of the City Council. Interest income from the investment of the permanent fund are to be used for beautification and maintenance of the cemetery.

**Revenues** in the Cemetery Permanent Fund are budgeted at \$13,500, a decrease of \$6,800 from the FY 2021 budget amount. The decrease in revenues is due to a decreased in interest income. **Expenditures** are budgeted at \$5,000, a decrease of \$7,000. The only budgeted expenditure is an interfund transfer to the Cemetery Operating Fund and it equals the expected interest income.

| Fund Schedule                                  | FY 2019 Actual | FY 2020 Actual | FY 2021<br>Adopted Budget | FY 2021<br>Projection | FY 2022<br>Proposed |
|--|----------------|----------------|---------------------------|-----------------------|---------------------|
| <b>Revenue By Categories</b>                   |                |                |                           |                       |                     |
| <b>430 Use Of Money And Property</b>           |                |                |                           |                       |                     |
| INTEREST INCOME                                | 12,671         | 25,895         | 12,000                    | 1,500                 | 5,000               |
| <b>430 Use Of Money And Property Total</b>     | <b>12,671</b>  | <b>25,895</b>  | <b>12,000</b>             | <b>1,500</b>          | <b>5,000</b>        |
| <b>460 Proceeds General Fixed Assets</b>       |                |                |                           |                       |                     |
| CEMETERY LOT SALES -RESTRICTED                 | 8,528          | 9,316          | 8,300                     | 13,000                | 8,500               |
| <b>460 Proceeds General Fixed Assets Total</b> | <b>8,528</b>   | <b>9,316</b>   | <b>8,300</b>              | <b>13,000</b>         | <b>8,500</b>        |
| <b>Revenue By Categories Total</b>             | <b>21,199</b>  | <b>35,211</b>  | <b>20,300</b>             | <b>14,500</b>         | <b>13,500</b>       |
| <b>Expenditures By Categories</b>              |                |                |                           |                       |                     |
| <b>800 Contributions / Contingency</b>         |                |                |                           |                       |                     |
| TRNSF INT OUT TO CEM OPERATING                 | 12,510         | 25,895         | 12,000                    | 1,500                 | 5,000               |
| <b>800 Contributions / Contingency Total</b>   | <b>12,510</b>  | <b>25,895</b>  | <b>12,000</b>             | <b>1,500</b>          | <b>5,000</b>        |
| <b>Expenditures By Categories Total</b>        | <b>12,510</b>  | <b>25,895</b>  | <b>12,000</b>             | <b>1,500</b>          | <b>5,000</b>        |

### FY 2022 Cemetery Permanent Fund Revenues







## Bonded Debt

|   |     |
|---|-----|
| Narrative – Bonded Debt                   | 238 |
| Actual Debt Margin                        | 239 |
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The cost of acquisition for large capital items and the construction of infrastructure sometimes exceed the amount of funding available from operating revenues and resources. When this occurs, the City may use long-term debt obligations, typically bonds and certificates of obligation. These issues require greater legal formality than bank loans and some may also require voter approval.

The City of Taylor has two types of debt outstanding:

**General Obligation Bonds** are backed by the full faith and credit of the City; in other words, the debt is guaranteed by a pledge of ad valorem taxes.

**Combination Bonds** are backed by a cross-pledge of taxes and revenues from a specific source of revenue. The City's combination debt is repaid with a combination of ad valorem taxes, water and sewer revenues, and sales tax revenues.

A schedule of outstanding bond issues and debt service requirements appears on the immediately following pages.

### Debt Limit

No direct funded debt limitation is imposed on the City under current State law or the City Charter. Article XI, Section 5 of the Texas Constitution is applicable to the City and limits its maximum ad valorem rate to \$2.50 per \$100 of assessed valuation for all City purposes. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.50 of the \$2.50 maximum tax rate for general obligation debt service. The City operates under a Home Rule Charter which adopts the constitutional provisions.

### Debt Limitation Summary

|  |                 |
|--|-----------------|
| - Constitutional Ad Valorem Tax Limitation:                                      | \$2.50 / \$100  |
| - Attorney General Administrative Limitation on Ad Valorem Tax Debt (I & S Tax): | \$1.50 / \$100  |
| - 2021 Taxable Assessed Valuation:   | \$1,470,132,537 |
| - 2022 Total Tax Rate (per \$100):   | 0.765115        |
| - 2022 I & S Tax Rate (per \$100)  | 0.195478        |
| - Maximum Annual Ad Valorem Tax Debt Service, 2022                               | \$2,817,746     |

The certified 2021 taxable value per the Williamson Central Appraisal District is \$1,470,132,537 with \$9,649,219 still under review. The TIF captured value amount is \$34,464,867. Assuming 60% of the total under review, this gives a total taxable value of \$1,441,457,201. The current rate for revenue was calculated using a maintenance and operation tax rate of 0.569637 per \$100 of taxable value and a collection rate of 98.5% as follows:

|   |                      |
|---|----------------------|
| Total Taxation Value                                | 1,475,922,068        |
| Estimate on TIF Value                               | <u>(34,464,867)</u>  |
| <b>Total Taxation Value for M&amp;O and I&amp;S</b> | <b>1,441,457,201</b> |
| Proposed Tax Rate per \$100 Valuation               | <u>0.765115</u>      |
| <b>Gross Revenues from Taxes</b>                    | <b>11,028,368</b>    |
| Estimated Percentage of Collections                 | <u>98.5%</u>         |
| <b>Total Estimated Fund from Tax Levy</b>           | <b>10,862,942</b>    |

| <u>Distribution of Tax Revenue</u> | <u>Tax Rate</u> | <u>Total</u>      |
|------------------------------------|-----------------|-------------------|
| Maintenance & Operation (M&O)      | 0.569637        | 8,087,587         |
| Interest & Sinking (I&S)           | <u>0.195478</u> | <u>2,775,355</u>  |
| <b>TOTAL:</b>                      | <b>0.765115</b> | <b>10,862,942</b> |

In July 2021, S&P Global Ratings (previously Standard & Poor's) affirmed its AA- long-term rating and underlying rating (SPUR), with a stable outlook on the city's general obligations (GO) debt and certificates of obligation.

## ANALYSIS OF PRINCIPLE &amp; INTEREST PAYMENTS

FY 2022 Budget

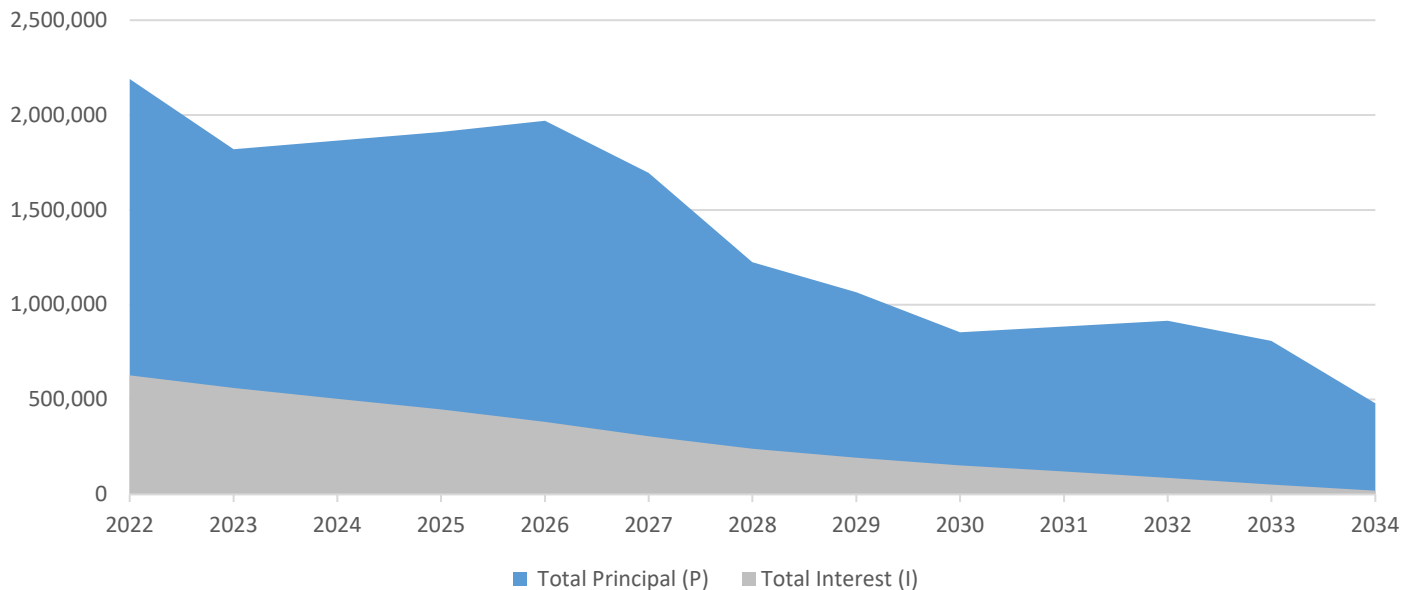
| Fund  | Debt Issuance                        | Fund Allocation | Principle | Interest  | Total P & I |
|---|--------------------------------------|-----------------|-----------|-----------|-------------|
| General Fund  | CERTIFICATES OF OBLIGATION 2007      | 34.68%          | 100,000   | 91,920    | 191,920     |
|   | CERTIFICATES OF OBLIGATION 2013      | 100.00%         | 30,000    | 110,800   | 140,800     |
|   | CERTIFICATES OF OBLIGATION 2018      | 36.53%          | 195,000   | 45,750    | 240,750     |
|   | CERTIFICATES OF OBLIGATION 2019      | 13.54%          | 170,000   | 74,125    | 244,125     |
|   | COMB-CERTIFICATES OF OBLIGATION 2017 | 26.15%          | 100,000   | 36,915    | 136,915     |
|   | GENERAL OBLIGATION REFUNDING 2010    | 78.26%          | 90,000    | 3,263     | 93,263      |
|   | GENERAL OBLIGATION REFUNDING 2015    | 56.82%          | 370,000   | 31,335    | 401,335     |
|   | GENERAL OBLIGATION REFUNDING 2016    | 36.77%          | -         | 117,800   | 117,800     |
|   | GENERAL OBLIGATION REFUNDING 2017    | 45.47%          | 75,000    | 43,200    | 118,200     |
|   | GENERAL OBLIGATION REFUNDING 2021    | 62.08%          | 1,060,000 | 72,638    | 1,132,638   |
| General Fund Total                                  |                                      | 490.30%         | 2,190,000 | 627,746   | 2,817,746   |
| Utility (Water/Sewer) Fund                          | CERTIFICATES OF OBLIGATION 2006      | 100.00%         | 490,000   | 130,830   | 620,830     |
|   | CERTIFICATES OF OBLIGATION 2007      | 65.32%          | 665,000   | 173,116   | 838,116     |
|   | CERTIFICATES OF OBLIGATION 2019      | 35.72%          | 115,000   | 161,081   | 276,081     |
|   | COMB-CERTIFICATES OF OBLIGATION 2017 | 46.56%          | 35,000    | 65,748    | 100,748     |
|   | GENERAL OBLIGATION REFUNDING 2015    | 43.18%          | 240,000   | 23,815    | 263,815     |
|   | GENERAL OBLIGATION REFUNDING 2016    | 63.23%          | -         | 202,600   | 202,600     |
|   | GENERAL OBLIGATION REFUNDING 2017    | 54.53%          | 70,000    | 51,800    | 121,800     |
|   | GENERAL OBLIGATION REFUNDING 2021    | 9.29%           | 180,000   | 10,969    | 190,969     |
| Utility (Water/Sewer) Fund Total                    |                                      | 417.83%         | 1,795,000 | 819,959   | 2,614,959   |
| Airport Fund  | COMB-CERTIFICATES OF OBLIGATION 2017 | 27.29%          | 40,000    | 38,688    | 78,688      |
|   | GENERAL OBLIGATION REFUNDING 2010    | 21.74%          | 25,000    | 906       | 25,906      |
| Airport Fund Total                                  |                                      | 49.03%          | 65,000    | 39,594    | 104,594     |
| Municipal Drainage Utility System (MDUS) Fund       | CERTIFICATES OF OBLIGATION 2019      | 19.16%          | 60,000    | 86,325    | 146,325     |
|   | GENERAL OBLIGATION REFUNDING 2021    | 28.62%          | 95,000    | 28,568    | 123,568     |
| Municipal Drainage Utility System (MDUS) Fund Total |                                      | 47.78%          | 155,000   | 114,893   | 269,893     |
| Tax Increment Financing (TIF) Fund                  | CERTIFICATES OF OBLIGATION 2018      | 63.47%          | 260,000   | 79,500    | 339,500     |
|   |                                      | 63.47%          | 260,000   | 79,500    | 339,500     |
| Transportation User Fee (TUF) Fund                  | CERTIFICATES OF OBLIGATION 2019      | 31.57%          | 140,000   | 150,519   | 290,519     |
|   |                                      | 31.57%          | 140,000   | 150,519   | 290,519     |
| Grand Total   |                                      |                 | 4,605,000 | 1,832,211 | 6,437,211   |

**SUMMARY OF PRINCIPLE & INTEREST OF DEBT****FY 2022 Budget**

| Debt Issuance                     | Total Principle   | Total Interest    | Total Bond        |
|-----------------------------------|-------------------|-------------------|-------------------|
| CERTIFICATES OF OBLIGATION 2006   | 2,940,000         | 414,963           | 3,354,963         |
| CERTIFICATES OF OBLIGATION 2007   | 6,920,000         | 1,036,015         | 7,956,015         |
| CERTIFICATES OF OBLIGATION 2013   | 2,770,000         | 887,200           | 3,657,200         |
| CERTIFICATES OF OBLIGATION 2018   | 4,175,000         | 601,950           | 4,776,950         |
| CERTIFICATES OF OBLIGATION 2019   | 11,925,000        | 5,004,675         | 16,929,675        |
| CERTIFICATES OF OBLIGATION 2017   | 4,800,000         | 1,343,055         | 6,143,055         |
| GENERAL OBLIGATION REFUNDING 2010 | 115,000           | 4,169             | 119,169           |
| GENERAL OBLIGATION REFUNDING 2015 | 2,640,000         | 141,739           | 2,781,739         |
| GENERAL OBLIGATION REFUNDING 2016 | 8,010,000         | 2,829,800         | 10,839,800        |
| GENERAL OBLIGATION REFUNDING 2017 | 2,375,000         | 502,600           | 2,877,600         |
| GENERAL OBLIGATION REFUNDING 2021 | 4,035,000         | 350,374           | 4,385,374         |
| <b>Grand Total</b>                | <b>50,705,000</b> | <b>13,116,539</b> | <b>63,821,539</b> |

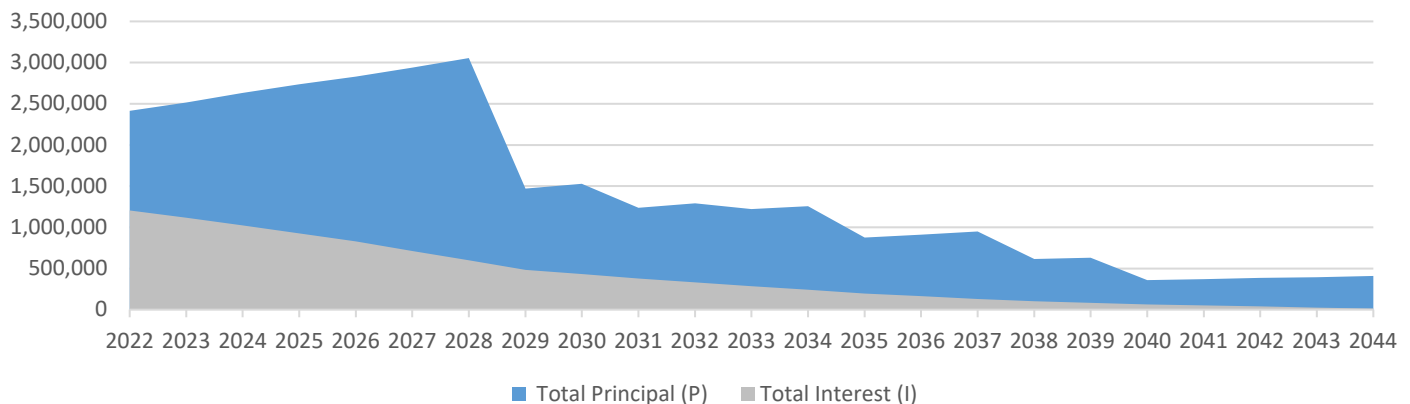
**Total Tax-Supported Debt**

| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I       |
|--------------|---------------------|--------------------|-------------------|
| 2022         | 2,190,000           | 627,745            | 2,817,745         |
| 2023         | 1,820,000           | 561,436            | 2,381,436         |
| 2024         | 1,865,000           | 504,722            | 2,369,722         |
| 2025         | 1,910,000           | 448,072            | 2,358,072         |
| 2026         | 1,970,000           | 382,385            | 2,352,385         |
| 2027         | 1,695,000           | 306,367            | 2,001,367         |
| 2028         | 1,225,000           | 241,380            | 1,466,380         |
| 2029         | 1,065,000           | 193,995            | 1,258,995         |
| 2030         | 855,000             | 153,015            | 1,008,015         |
| 2031         | 885,000             | 120,490            | 1,005,490         |
| 2032         | 915,000             | 86,620             | 1,001,620         |
| 2033         | 810,000             | 51,600             | 861,600           |
| 2034         | 480,000             | 19,200             | 499,200           |
| <b>Total</b> | <b>17,685,000</b>   | <b>3,697,026</b>   | <b>21,382,026</b> |

**Total Tax-Supported Debt**

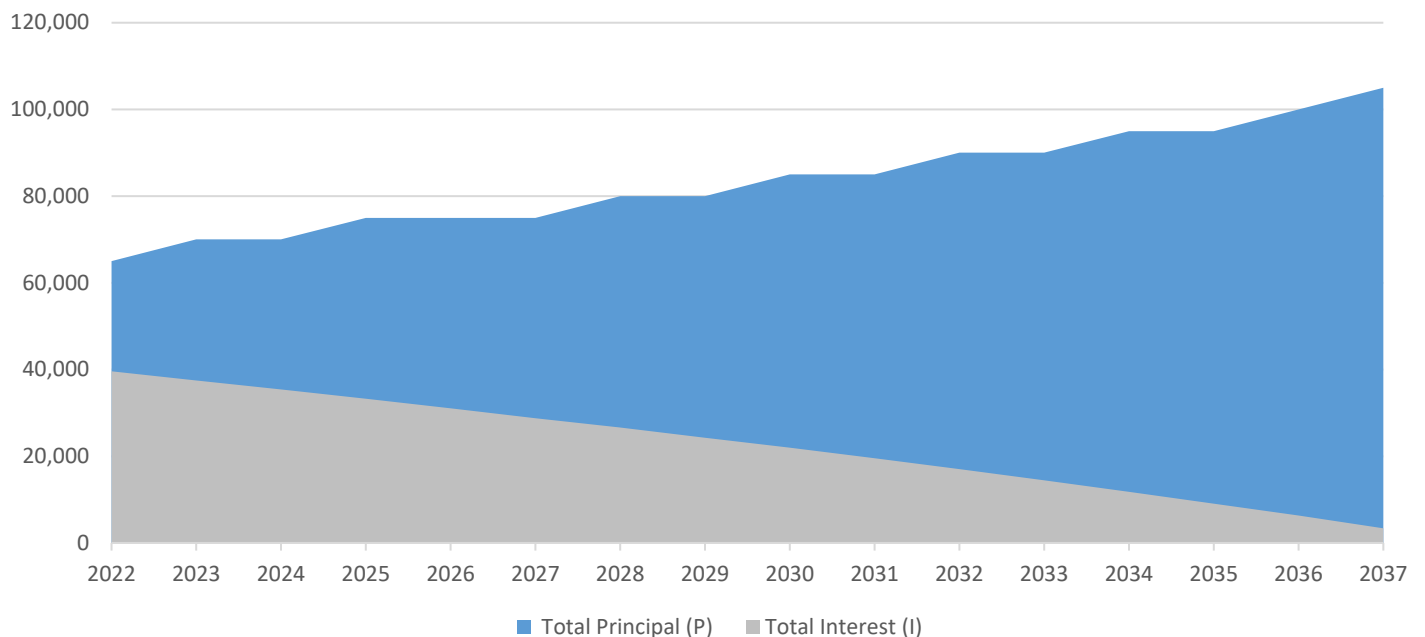
**Total Utility Debt**

| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I       |
|--------------|---------------------|--------------------|-------------------|
| 2022         | 2,415,000           | 1,204,463          | 3,619,463         |
| 2023         | 2,515,000           | 1,115,433          | 3,630,433         |
| 2024         | 2,630,000           | 1,021,642          | 3,651,642         |
| 2025         | 2,735,000           | 927,781            | 3,662,781         |
| 2026         | 2,830,000           | 827,080            | 3,657,080         |
| 2027         | 2,940,000           | 713,396            | 3,653,396         |
| 2028         | 3,055,000           | 599,248            | 3,654,248         |
| 2029         | 1,470,000           | 481,168            | 1,951,168         |
| 2030         | 1,530,000           | 430,793            | 1,960,793         |
| 2031         | 1,235,000           | 378,228            | 1,613,228         |
| 2032         | 1,290,000           | 333,168            | 1,623,168         |
| 2033         | 1,220,000           | 286,068            | 1,506,068         |
| 2034         | 1,255,000           | 240,678            | 1,495,678         |
| 2035         | 875,000             | 193,998            | 1,068,998         |
| 2036         | 910,000             | 162,573            | 1,072,573         |
| 2037         | 950,000             | 129,913            | 1,079,913         |
| 2038         | 615,000             | 100,538            | 715,538           |
| 2039         | 630,000             | 82,088             | 712,088           |
| 2040         | 360,000             | 62,400             | 422,400           |
| 2041         | 370,000             | 50,700             | 420,700           |
| 2042         | 385,000             | 38,675             | 423,675           |
| 2043         | 395,000             | 26,163             | 421,163           |
| 2044         | 410,000             | 13,325             | 423,325           |
| <b>Total</b> | <b>33,020,000</b>   | <b>9,419,513</b>   | <b>42,439,513</b> |

**Total Utility Debt**

**Total Airport Debt**

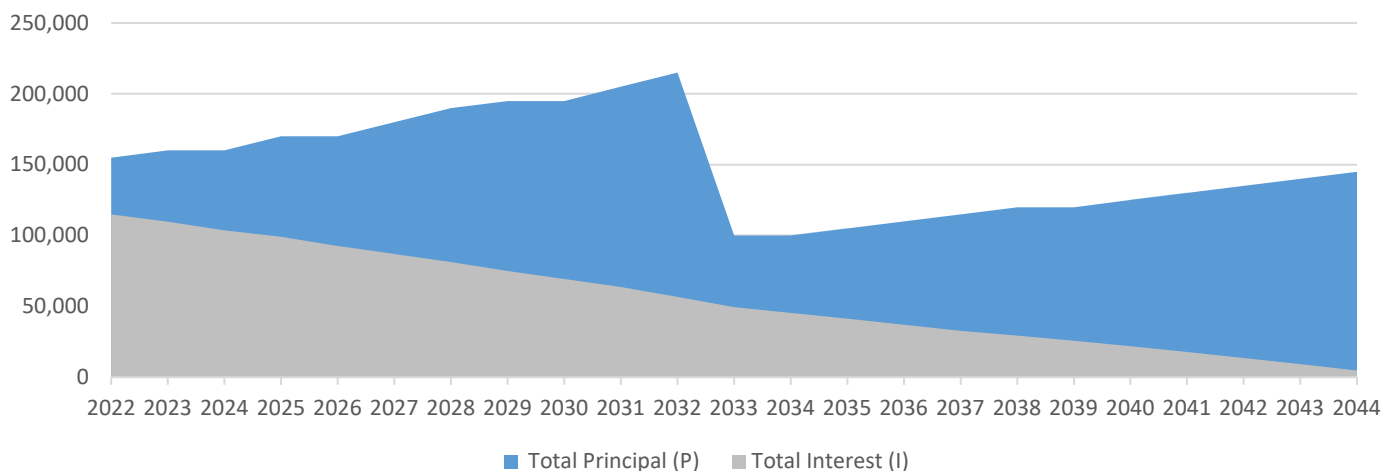
| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I      |
|--------------|---------------------|--------------------|------------------|
| 2022         | 65,000              | 39,594             | 104,594          |
| 2023         | 70,000              | 37,488             | 107,488          |
| 2024         | 70,000              | 35,388             | 105,388          |
| 2025         | 75,000              | 33,288             | 108,288          |
| 2026         | 75,000              | 31,038             | 106,038          |
| 2027         | 75,000              | 28,788             | 103,788          |
| 2028         | 80,000              | 26,613             | 106,613          |
| 2029         | 80,000              | 24,293             | 104,293          |
| 2030         | 85,000              | 21,973             | 106,973          |
| 2031         | 85,000              | 19,508             | 104,508          |
| 2032         | 90,000              | 17,043             | 107,043          |
| 2033         | 90,000              | 14,433             | 104,433          |
| 2034         | 95,000              | 11,823             | 106,823          |
| 2035         | 95,000              | 9,068              | 104,068          |
| 2036         | 100,000             | 6,313              | 106,313          |
| 2037         | 105,000             | 3,413              | 108,413          |
| <b>Total</b> | <b>1,335,000</b>    | <b>360,057</b>     | <b>1,695,057</b> |

**Total Airport Debt**



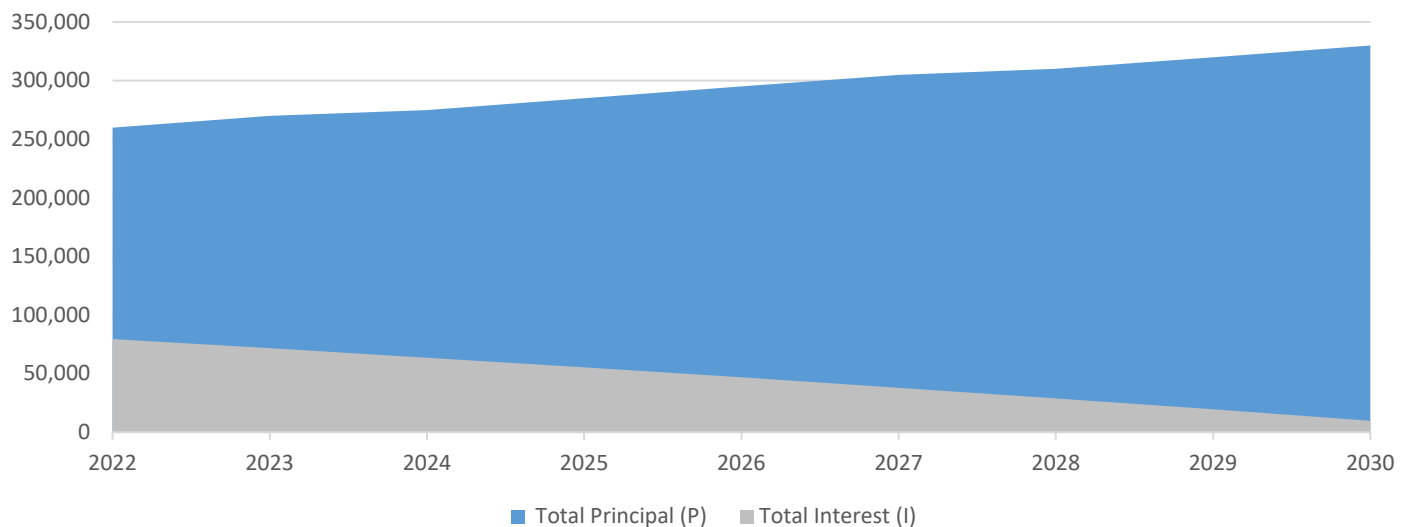
**Total Drainage Debt**

| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I      |
|--------------|---------------------|--------------------|------------------|
| 2022         | 155,000             | 114,893            | 269,893          |
| 2023         | 160,000             | 109,775            | 269,775          |
| 2024         | 160,000             | 103,675            | 263,675          |
| 2025         | 170,000             | 99,038             | 269,038          |
| 2026         | 170,000             | 92,538             | 262,538          |
| 2027         | 180,000             | 87,038             | 267,038          |
| 2028         | 190,000             | 81,188             | 271,188          |
| 2029         | 195,000             | 74,988             | 269,988          |
| 2030         | 195,000             | 69,388             | 264,388          |
| 2031         | 205,000             | 63,788             | 268,788          |
| 2032         | 215,000             | 56,738             | 271,738          |
| 2033         | 100,000             | 49,338             | 149,338          |
| 2034         | 100,000             | 45,338             | 145,338          |
| 2035         | 105,000             | 41,338             | 146,338          |
| 2036         | 110,000             | 37,138             | 147,138          |
| 2037         | 115,000             | 32,737             | 147,737          |
| 2038         | 120,000             | 29,288             | 149,288          |
| 2039         | 120,000             | 25,688             | 145,688          |
| 2040         | 125,000             | 21,938             | 146,938          |
| 2041         | 130,000             | 17,875             | 147,875          |
| 2042         | 135,000             | 13,650             | 148,650          |
| 2043         | 140,000             | 9,263              | 149,263          |
| 2044         | 145,000             | 4,713              | 149,713          |
| <b>Total</b> | <b>3,440,000</b>    | <b>1,281,342</b>   | <b>4,721,342</b> |

**Total Drainage Debt**

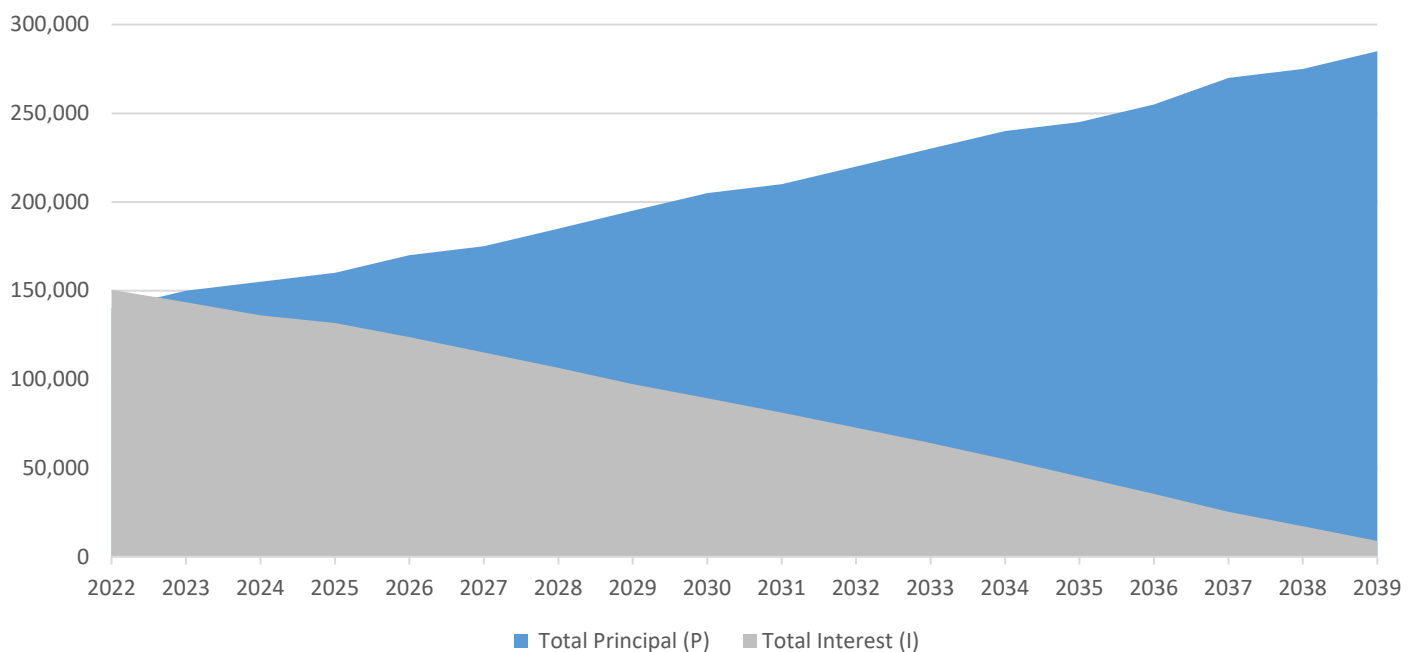
**Total Tax Increment Financing (TIF) Debt**

| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I      |
|--------------|---------------------|--------------------|------------------|
| 2022         | 260,000             | 79,500             | 339,500          |
| 2023         | 270,000             | 71,700             | 341,700          |
| 2024         | 275,000             | 63,600             | 338,600          |
| 2025         | 285,000             | 55,350             | 340,350          |
| 2026         | 295,000             | 46,800             | 341,800          |
| 2027         | 305,000             | 37,950             | 342,950          |
| 2028         | 310,000             | 28,800             | 338,800          |
| 2029         | 320,000             | 19,500             | 339,500          |
| 2030         | 330,000             | 9,900              | 339,900          |
| <b>Total</b> | <b>2,650,000</b>    | <b>413,100</b>     | <b>3,063,100</b> |

**Total Tax Increment Financing (TIF) Debt**

**Total Transportation User Fee (TUF) Debt**

| Fiscal Year  | Total Principal (P) | Total Interest (I) | Total P & I      |
|--------------|---------------------|--------------------|------------------|
| 2022         | 140,000             | 150,519            | 290,519          |
| 2023         | 150,000             | 143,519            | 293,519          |
| 2024         | 155,000             | 136,019            | 291,019          |
| 2025         | 160,000             | 131,756            | 291,756          |
| 2026         | 170,000             | 123,756            | 293,756          |
| 2027         | 175,000             | 115,256            | 290,256          |
| 2028         | 185,000             | 106,506            | 291,506          |
| 2029         | 195,000             | 97,256             | 292,256          |
| 2030         | 205,000             | 89,456             | 294,456          |
| 2031         | 210,000             | 81,256             | 291,256          |
| 2032         | 220,000             | 72,856             | 292,856          |
| 2033         | 230,000             | 64,056             | 294,056          |
| 2034         | 240,000             | 54,856             | 294,856          |
| 2035         | 245,000             | 45,256             | 290,256          |
| 2036         | 255,000             | 35,456             | 290,456          |
| 2037         | 270,000             | 25,256             | 295,256          |
| 2038         | 275,000             | 17,156             | 292,156          |
| 2039         | 285,000             | 8,906              | 293,906          |
| <b>Total</b> | <b>3,765,000</b>    | <b>1,499,100</b>   | <b>5,264,100</b> |

**Total Transportation User Fee (TUF) Debt**

**\$4,200,000**  
**CITY OF TAYLOR COMBINATION TAX & REVENUE CERTIFICATES OF OBLIGATION**  
**SERIES 2006**

Dated: December 19, 2006

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: Bank of America

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>   | <u>TOTAL</u>        |
|-----------------|---------------------|-------------|-------------------|---------------------|
| 2022            | \$ 490,000          | 4.45%       | \$ 130,830        | \$ 620,830          |
| 2023            | \$ 510,000          | 4.45%       | \$ 109,025        | \$ 619,025          |
| 2024            | \$ 750,000          | 4.45%       | \$ 86,330         | \$ 836,330          |
| 2025            | \$ 385,000          | 4.45%       | \$ 52,955         | \$ 437,955          |
| 2026            | \$ 805,000          | 4.45%       | \$ 35,823         | \$ 840,823          |
| <b>TOTAL</b>    | <b>\$ 2,940,000</b> |             | <b>\$ 414,963</b> | <b>\$ 3,354,963</b> |

|                     |                |
|---------------------|----------------|
| <b>Water</b>        | <b>48.90%</b>  |
| <b>Sewer</b>        | <b>48.90%</b>  |
| <b>General Fund</b> | <b>2.20%</b>   |
|                     | <b>100.00%</b> |

Purpose: 1) Improving and extending the City's Waterworks system including the Upper Pressure Plane; 2) Improving and extending the City's Sewer System including Mustang Creek Wastewater Interceptor and wastewater lines servicing the Central Fire Station; 3) Constructing and equipping a public Library, payment of professional services including legal, engineering, architectural and fiscal fees and the costs of issuing the Certificates.

**\$10,000,000**  
**CITY OF TAYLOR CERTIFICATES OF OBLIGATION**  
**SERIES 2007**

**Dated: December 2007**

**Principal Due: August 15**

**Interest Due: February 15**  
**August 15**

**Paying Agent: Bank of America**

**YEAR ENDING**

| <b><u>SEPT. 30</u></b> | <b><u>PRINCIPAL</u></b> | <b><u>RATE</u></b> | <b><u>INTEREST</u></b> | <b><u>TOTAL</u></b> |
|------------------------|-------------------------|--------------------|------------------------|---------------------|
| 2022                   | \$ 765,000              | 3.85%              | \$ 265,036             | \$ 1,030,036        |
| 2023                   | \$ 790,000              | 3.85%              | \$ 235,737             | \$ 1,025,737        |
| 2024                   | \$ 1,120,000            | 3.85%              | \$ 205,480             | \$ 1,325,480        |
| 2025                   | \$ 1,395,000            | 3.85%              | \$ 162,584             | \$ 1,557,584        |
| 2026                   | \$ 1,335,000            | 3.85%              | \$ 109,155             | \$ 1,444,155        |
| 2027                   | \$ 1,515,000            | 3.85%              | \$ 58,025              | \$ 1,573,025        |
| <b>TOTAL</b>           | <b>\$ 6,920,000</b>     |                    | <b>\$ 1,036,015</b>    | <b>\$ 7,956,015</b> |

**Water** **70.21%**  
**General Fund** **29.79%**  
**100.00%**

Purpose: (1) paying contractual obligations incurred for constructing, improving, extending or expanding the City's water and wastewater system;  
 (2) constructing, renovating, improving and/or equipping the City parks and park buildings and acquisition of necessary sites and payment of professional services including legal, engineering, architectural and fiscal fees and cost of issuing the Certificates.

\$3,945,000  
CITY OF TAYLOR GENERAL OBLIGATION REFUNDING BOND  
SERIES 2010

Dated: August 2010

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: Regions Bank

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>  | <u>RATE</u> | <u>INTEREST</u> | <u>TOTAL</u>      |
|-----------------|-------------------|-------------|-----------------|-------------------|
| 2022            | \$ 115,000        | 3.625%      | \$ 4,169        | \$ 119,169        |
| <b>TOTAL</b>    | <b>\$ 115,000</b> |             | <b>\$ 4,169</b> | <b>\$ 119,169</b> |

|                  |               |
|------------------|---------------|
| Water/Wastewater | 65.00%        |
| Airport          | 7.68%         |
| General Fund     | <u>27.32%</u> |
|                  | 100.00%       |

Sale of bonds will be used to refund certain of the City's outstanding obligations and pay for costs associated with issuing the bonds, including legal and fiscal fees.

2002 General Obligation Refunding and Improvement Bonds (\$1,235,000)

1997 Waterworks and Sewer System Revenue Bonds (\$2,650,000)

**\$3,000,000**  
**CITY OF TAYLOR COMBINATION TAX & REVENUE**  
**SERIES 2013**

Dated: November 2013

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: Wilmington Trust

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>   | <u>TOTAL</u>        |
|-----------------|---------------------|-------------|-------------------|---------------------|
| 2022            | \$ 30,000           | 4.000%      | \$ 110,800        | \$ 140,800          |
| 2023            | \$ 25,000           | 4.000%      | \$ 109,600        | \$ 134,600          |
| 2024            | \$ 65,000           | 4.000%      | \$ 108,600        | \$ 173,600          |
| 2025            | \$ 250,000          | 4.000%      | \$ 106,000        | \$ 356,000          |
| 2026            | \$ 260,000          | 4.000%      | \$ 96,000         | \$ 356,000          |
| 2027            | \$ 270,000          | 4.000%      | \$ 85,600         | \$ 355,600          |
| 2028            | \$ 280,000          | 4.000%      | \$ 74,800         | \$ 354,800          |
| 2029            | \$ 295,000          | 4.000%      | \$ 63,600         | \$ 358,600          |
| 2030            | \$ 305,000          | 4.000%      | \$ 51,800         | \$ 356,800          |
| 2031            | \$ 315,000          | 4.000%      | \$ 39,600         | \$ 354,600          |
| 2032            | \$ 330,000          | 4.000%      | \$ 27,000         | \$ 357,000          |
| 2033            | \$ 345,000          | 4.000%      | \$ 13,800         | \$ 358,800          |
| <b>TOTAL</b>    | <b>\$ 2,770,000</b> |             | <b>\$ 887,200</b> | <b>\$ 3,657,200</b> |

**General Fund 100.00%**

Purpose: Proceeds from the sales of the Certificates will be used for (i) constructing, improving, extending and/or expanding City streets, including drainage, sidewalks and right-of-ways, and (ii) payment of professional services in connection therewith including legal, engineering, architectural and fiscal fees and the costs of issuing the Certificates.

**\$4,595,000**  
**CITY OF TAYLOR GENERAL OBLIGATION REFUNDING BONDS**  
**SERIES 2015**

Dated: December 2015

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: JP Morgan Chase

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>   | <u>TOTAL</u>        |
|-----------------|---------------------|-------------|-------------------|---------------------|
| 2022            | \$ 610,000          | 2.089%      | \$ 55,150         | \$ 665,150          |
| 2023            | \$ 620,000          | 2.089%      | \$ 42,407         | \$ 662,407          |
| 2024            | \$ 705,000          | 2.089%      | \$ 29,455         | \$ 734,455          |
| 2025            | \$ 705,000          | 2.089%      | \$ 14,727         | \$ 719,727          |
| <b>TOTAL</b>    | <b>\$ 2,640,000</b> |             | <b>\$ 141,739</b> | <b>\$ 2,781,739</b> |

**General Fund 100.00%**

Purpose: Proceeds from the sale of the Bonds will be used for the purpose of refunding certain maturities of the City's outstanding obligations to achieve a debt service savings and paying the costs of issuing the Bonds.



**\$8,010,000**  
**CITY OF TAYLOR GENERAL OBLIGATION REFUNDING BONDS**  
**SERIES 2016**

Dated: April 2016

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: The Bank of New York Mellon

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>     | <u>TOTAL</u>         |
|-----------------|---------------------|-------------|---------------------|----------------------|
| 2022            | \$ -                |             | \$ 320,400          | \$ 320,400           |
| 2023            | \$ -                |             | \$ 320,400          | \$ 320,400           |
| 2024            | \$ -                |             | \$ 320,400          | \$ 320,400           |
| 2025            | \$ -                |             | \$ 320,400          | \$ 320,400           |
| 2026            | \$ 720,000          | 4.000%      | \$ 320,400          | \$ 1,040,400         |
| 2027            | \$ 1,115,000        | 4.000%      | \$ 291,600          | \$ 1,406,600         |
| 2028            | \$ 1,615,000        | 4.000%      | \$ 247,000          | \$ 1,862,000         |
| 2029            | \$ 440,000          | 4.000%      | \$ 182,400          | \$ 622,400           |
| 2030            | \$ 765,000          | 4.000%      | \$ 164,800          | \$ 929,800           |
| 2031            | \$ 790,000          | 4.000%      | \$ 134,200          | \$ 924,200           |
| 2032            | \$ 820,000          | 4.000%      | \$ 102,600          | \$ 922,600           |
| 2033            | \$ 860,000          | 4.000%      | \$ 69,800           | \$ 929,800           |
| 2034            | \$ 885,000          | 4.000%      | \$ 35,400           | \$ 920,400           |
| <b>TOTAL</b>    | <b>\$ 8,010,000</b> |             | <b>\$ 2,829,800</b> | <b>\$ 10,839,800</b> |

**General Fund 100.00%**

Purpose: Proceeds from the sale of the Bonds will be used for the purpose of refunding certain maturities of the City's outstanding obligations to achieve a debt service savings and paying the costs of issuing the Bonds.

\$5,340,000

COMBINATION TAX & REVENUE CERTIFICATION OF OBLIGATION  
SERIES 2017

Dated: January 2017

Principal Due: August 15

Interest Due: February 15  
August 15

Paying Agent: The Bank of New York Mellon

## YEAR ENDING

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>     | <u>TOTAL</u>        |
|-----------------|---------------------|-------------|---------------------|---------------------|
| 2022            | \$ 175,000          | 3.000%      | \$ 141,350          | \$ 316,350          |
| 2023            | \$ 200,000          | 3.000%      | \$ 136,100          | \$ 336,100          |
| 2024            | \$ 175,000          | 3.000%      | \$ 130,100          | \$ 305,100          |
| 2025            | \$ 180,000          | 3.000%      | \$ 124,850          | \$ 304,850          |
| 2026            | \$ 195,000          | 2.900%      | \$ 119,450          | \$ 314,450          |
| 2027            | \$ 190,000          | 2.900%      | \$ 113,600          | \$ 303,600          |
| 2028            | \$ 385,000          | 2.900%      | \$ 108,090          | \$ 493,090          |
| 2029            | \$ 395,000          | 2.900%      | \$ 96,925           | \$ 491,925          |
| 2030            | \$ 410,000          | 2.900%      | \$ 85,470           | \$ 495,470          |
| 2031            | \$ 420,000          | 2.900%      | \$ 73,580           | \$ 493,580          |
| 2032            | \$ 430,000          | 2.900%      | \$ 61,400           | \$ 491,400          |
| 2033            | \$ 310,000          | 2.900%      | \$ 48,930           | \$ 358,930          |
| 2034            | \$ 320,000          | 2.900%      | \$ 39,940           | \$ 359,940          |
| 2035            | \$ 325,000          | 2.900%      | \$ 30,660           | \$ 355,660          |
| 2036            | \$ 340,000          | 2.900%      | \$ 21,235           | \$ 361,235          |
| 2037            | \$ 350,000          | 3.250%      | \$ 11,375           | \$ 361,375          |
| <b>TOTAL</b>    | <b>\$ 4,800,000</b> |             | <b>\$ 1,343,055</b> | <b>\$ 6,143,055</b> |

General Fund 100.00%

Purpose: Proceeds from the sale of the Certificates will be used for the purpose of paying contractual obligations incurred or to be incurred by the City for (1) constructing, equipping and improving the City's Airport, (2) constructing, improving and extending the City's water and wastewater system including the wastewater treatment plant to replace climber screen, climber screen conveyor and container, influent gates, (3) constructing, designing, improving, equipping and renovating the City buildings including energy efficiency equipment, and (4) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the cost of issuance in connection with the Certificates.

**\$3,020,000**  
**CITY OF TAYLOR GENERAL OBLIGATION REFUNDING BONDS**  
**SERIES 2017**

**Dated: November 2017**

**Principal Due: August 15**

**Interest Due: February 15**  
**August 15**

**Paying Agent: The Bank of New York Mellon**

**YEAR ENDING**

| <b><u>SEPT. 30</u></b> | <b><u>PRINCIPAL</u></b> | <b><u>RATE</u></b> | <b><u>INTEREST</u></b> | <b><u>TOTAL</u></b> |
|------------------------|-------------------------|--------------------|------------------------|---------------------|
| 2022                   | \$ 145,000              | 4.000%             | \$ 95,000              | \$ 240,000          |
| 2023                   | \$ 160,000              | 4.000%             | \$ 89,200              | \$ 249,200          |
| 2024                   | \$ 260,000              | 4.000%             | \$ 82,800              | \$ 342,800          |
| 2025                   | \$ 270,000              | 4.000%             | \$ 72,400              | \$ 342,400          |
| 2026                   | \$ 270,000              | 4.000%             | \$ 61,600              | \$ 331,600          |
| 2027                   | \$ 290,000              | 4.000%             | \$ 50,800              | \$ 340,800          |
| 2028                   | \$ 690,000              | 4.000%             | \$ 39,200              | \$ 729,200          |
| 2029                   | \$ 290,000              | 4.000%             | \$ 11,600              | \$ 301,600          |
| <b>TOTAL</b>           | <b>\$ 2,375,000</b>     |                    | <b>\$ 502,600</b>      | <b>\$ 2,877,600</b> |

|                     |                |
|---------------------|----------------|
| <b>W &amp; S</b>    | <b>52.48%</b>  |
| <b>General Fund</b> | <b>47.52%</b>  |
|                     | <b>100.00%</b> |

Purpose: Proceeds from the sale of the Bonds will be used for the purpose of refunding certain maturities of the City's outstanding obligations to achieve a debt service savings and paying the costs of issuing the Bonds.

**\$5,440,000**  
**COMBINATION TAX & REVENUE CERTIFICATION OF OBLIGATION**  
**SERIES 2018**

**Dated: July 2018**

**Principal Due: August 15**

**Interest Due: February 15**  
**August 15**

**Paying Agent: The Bank of New York Mellon**

**YEAR ENDING**

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>    | <u>RATE</u> | <u>INTEREST</u>   | <u>TOTAL</u>        |
|-----------------|---------------------|-------------|-------------------|---------------------|
| 2022            | \$ 455,000          | 3.000%      | \$ 125,250        | \$ 580,250          |
| 2023            | \$ 475,000          | 3.000%      | \$ 111,600        | \$ 586,600          |
| 2024            | \$ 490,000          | 3.000%      | \$ 97,350         | \$ 587,350          |
| 2025            | \$ 500,000          | 3.000%      | \$ 82,650         | \$ 582,650          |
| 2026            | \$ 520,000          | 3.000%      | \$ 67,650         | \$ 587,650          |
| 2027            | \$ 535,000          | 3.000%      | \$ 52,050         | \$ 587,050          |
| 2028            | \$ 550,000          | 3.000%      | \$ 36,000         | \$ 586,000          |
| 2029            | \$ 320,000          | 3.000%      | \$ 19,500         | \$ 339,500          |
| 2030            | \$ 330,000          | 3.000%      | \$ 9,900          | \$ 339,900          |
| <b>TOTAL</b>    | <b>\$ 4,175,000</b> |             | <b>\$ 601,950</b> | <b>\$ 4,776,950</b> |

|                     |                |
|---------------------|----------------|
| <b>TIRZ</b>         | <b>62.32%</b>  |
| <b>General Fund</b> | <b>37.68%</b>  |
|                     | <b>100.00%</b> |

Purpose: Proceeds from the sale of the Certificates will be used for the purpose of paying contractual obligations incurred or to be incurred by the City for (i) constructing, equipping and improving the City parks, (ii) acquisition and installation of public safety equipment and vehicles including a new radio system for the police and fire departments and a new fire truck, and (iii) payment of professional services in connection therewith including legal, engineering, architectural and fiscal fees and the costs of issuing the Certificates.

\$12,590,000

## COMBINATION TAX &amp; REVENUE CERTIFICATION OF OBLIGATION

SERIES 2019

Dated: April 2019

Principal Due: August 15

Interest Due: February 15

August 15

Paying Agent: The Bank of New York Mellon

## YEAR ENDING

| <u>SEPT. 30</u> | <u>PRINCIPAL</u>     | <u>RATE</u> | <u>INTEREST</u>     | <u>TOTAL</u>         |
|-----------------|----------------------|-------------|---------------------|----------------------|
| 2022            | \$ 485,000           | 5.000%      | \$ 472,050          | \$ 957,050           |
| 2023            | \$ 515,000           | 5.000%      | \$ 447,800          | \$ 962,800           |
| 2024            | \$ 535,000           | 2.750%      | \$ 422,050          | \$ 957,050           |
| 2025            | \$ 555,000           | 5.000%      | \$ 407,338          | \$ 962,338           |
| 2026            | \$ 580,000           | 5.000%      | \$ 379,588          | \$ 959,588           |
| 2027            | \$ 605,000           | 5.000%      | \$ 350,588          | \$ 955,588           |
| 2028            | \$ 640,000           | 5.000%      | \$ 320,338          | \$ 960,338           |
| 2029            | \$ 670,000           | 4.000%      | \$ 288,338          | \$ 958,338           |
| 2030            | \$ 450,000           | 4.000%      | \$ 261,538          | \$ 711,538           |
| 2031            | \$ 470,000           | 4.000%      | \$ 243,538          | \$ 713,538           |
| 2032            | \$ 490,000           | 4.000%      | \$ 224,738          | \$ 714,738           |
| 2033            | \$ 515,000           | 4.000%      | \$ 205,138          | \$ 720,138           |
| 2034            | \$ 530,000           | 4.000%      | \$ 184,538          | \$ 714,538           |
| 2035            | \$ 550,000           | 4.000%      | \$ 163,338          | \$ 713,338           |
| 2036            | \$ 570,000           | 4.000%      | \$ 141,338          | \$ 711,338           |
| 2037            | \$ 600,000           | 3.000%      | \$ 118,538          | \$ 718,538           |
| 2038            | \$ 615,000           | 3.000%      | \$ 100,538          | \$ 715,538           |
| 2039            | \$ 630,000           | 3.125%      | \$ 82,088           | \$ 712,088           |
| 2040            | \$ 360,000           | 3.250%      | \$ 62,400           | \$ 422,400           |
| 2041            | \$ 370,000           | 3.250%      | \$ 50,700           | \$ 420,700           |
| 2042            | \$ 385,000           | 3.250%      | \$ 38,675           | \$ 423,675           |
| 2043            | \$ 395,000           | 3.250%      | \$ 26,163           | \$ 421,163           |
| 2044            | \$ 410,000           | 3.250%      | \$ 13,325           | \$ 423,325           |
| <b>TOTAL</b>    | <b>\$ 11,925,000</b> |             | <b>\$ 5,004,675</b> | <b>\$ 16,929,675</b> |

|              |         |
|--------------|---------|
| General Fund | 14.34%  |
| Utility      | 35.15%  |
| TUF          | 31.65%  |
| MDUS         | 18.86%  |
|              | 100.00% |

Purpose: Proceeds from the sale of the Certificates will be used for the purpose of (i) constructing, improving and extending the City's water and wastewater system, including acquiring equipment; (ii) constructing and improving the City's drainage and flood control facilities; (iii) constructing, improving and upgrading the City's streets including drainage, sidewalks, right-of-way and related traffic improvements; (iv) constructing, designing, improving and equipping the Justice Center including land acquisition; (v) constructing, improving, upgrading and equipping the City's Animal Shelter; and (vi) payment of professional services in connection therewith including legal, engineering, architectural and fiscal fees and the costs of issuing the Certificates.

**\$4,035,000**  
**CITY OF TAYLOR GENERAL OBLIGATION REFUNDING BONDS**  
**SERIES 2021**

**Dated: August 2021**

**Principal Due: August 15**

**Interest Due: February 15**  
**August 15**

**Paying Agent: The Bank of New York Mellon**

**YEAR ENDING**

| <b>SEPT. 30</b> | <b>PRINCIPAL</b>    | <b>RATE</b> | <b>INTEREST</b>   | <b>TOTAL</b>        |
|-----------------|---------------------|-------------|-------------------|---------------------|
| 2022            | \$ 1,335,000        | 3.000%      | \$ 112,174        | \$ 1,447,174        |
| 2023            | \$ 1,040,000        | 3.000%      | \$ 75,000         | \$ 1,115,000        |
| 2024            | \$ 395,000          | 3.000%      | \$ 43,800         | \$ 438,800          |
| 2025            | \$ 405,000          | 2.000%      | \$ 31,950         | \$ 436,950          |
| 2026            | \$ 115,000          | 2.000%      | \$ 19,800         | \$ 134,800          |
| 2027            | \$ 115,000          | 2.000%      | \$ 17,500         | \$ 132,500          |
| 2028            | \$ 120,000          | 2.000%      | \$ 15,200         | \$ 135,200          |
| 2029            | \$ 125,000          | 2.000%      | \$ 12,800         | \$ 137,800          |
| 2030            | \$ 125,000          | 2.000%      | \$ 10,300         | \$ 135,300          |
| 2031            | \$ 125,000          | 3.000%      | \$ 7,800          | \$ 132,800          |
| 2032            | \$ 135,000          | 3.000%      | \$ 4,050          | \$ 139,050          |
| <b>TOTAL</b>    | <b>\$ 4,035,000</b> |             | <b>\$ 350,374</b> | <b>\$ 4,385,374</b> |

|                     |                |
|---------------------|----------------|
| <b>Drainage</b>     | <b>28.60%</b>  |
| <b>W &amp; S</b>    | <b>9.30%</b>   |
| <b>General Fund</b> | <b>62.10%</b>  |
|                     | <b>100.00%</b> |

Purpose: Proceeds from the sale of the Bonds will be used for the purpose of refunding certain maturities of the City's outstanding obligations to achieve a debt service savings and paying the costs of issuing the Bonds.



## Debt Service Funds

|   |     |
|---|-----|
| General Debt Service Interest & Sinking (I&S)<br>Fund | 260 |
| Utility I&S Fund                                      | 262 |
| Airport I&S Fund                                      | 263 |
| Municipal Drainage Utility System (MDUS)<br>I&S Fund  | 264 |
| Transportation User Fee (TUF) I&S Fund                | 265 |

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

In the General Government I&S Fund, revenues are budgeted at \$3,233,000, which is derived mainly from the interest and sinking portion of the ad valorem taxes. Also included in revenues is the transfer in from the TIF fund of \$339,500 for debt assigned to that fund. Expenditures total \$3,195,350, which includes bond payments and bank/paying agent fees.

| Fund Schedule                                  | FY 2019 Actual   | FY 2020 Actual   | FY 2021<br>Adopted Budget | FY 2021<br>Projection | FY 2022<br>Proposed |
|--|------------------|------------------|---------------------------|-----------------------|---------------------|
| <b>Revenue By Categories</b>                   |                  |                  |                           |                       |                     |
| <b>310 Taxes</b>                               |                  |                  |                           |                       |                     |
| CURRENT PROPERTY TAXES                         | 2,163,901        | 2,387,536        | 2,436,000                 | 2,460,000             | 2,818,000           |
| <b>310 Taxes Total</b>                         | <b>2,163,901</b> | <b>2,387,536</b> | <b>2,436,000</b>          | <b>2,460,000</b>      | <b>2,818,000</b>    |
| <b>330 In Lieu Of Taxes</b>                    |                  |                  |                           |                       |                     |
| PAY IN LIEU OF TAXES                           | -                | 1,148            | -                         | 71,953                | 74,000              |
| <b>330 In Lieu Of Taxes Total</b>              | <b>-</b>         | <b>1,148</b>     | <b>-</b>                  | <b>71,953</b>         | <b>74,000</b>       |
| <b>430 Use Of Money And Property</b>           |                  |                  |                           |                       |                     |
| INTEREST INCOME                                | 37,347           | 10,287           | 18,000                    | 1,000                 | 1,500               |
| REIMBURSEMENTS/REFUNDS                         | 408              | -                | -                         | -                     | -                   |
| <b>430 Use Of Money And Property Total</b>     | <b>37,755</b>    | <b>10,287</b>    | <b>18,000</b>             | <b>1,000</b>          | <b>1,500</b>        |
| <b>450 Interfund Operating Transfers</b>       |                  |                  |                           |                       |                     |
| INTERFUND TRANSFER IN                          | 359,365          | 339,500          | 342,150                   | 342,150               | 339,500             |
| <b>450 Interfund Operating Transfers Total</b> | <b>359,365</b>   | <b>339,500</b>   | <b>342,150</b>            | <b>342,150</b>        | <b>339,500</b>      |
| <b>470 Proceeds General Long Term</b>          |                  |                  |                           |                       |                     |
| <b>Liabilities</b>                             | <b>-</b>         | <b>-</b>         | <b>-</b>                  | <b>-</b>              | <b>-</b>            |
| <b>Revenue By Categories Total</b>             | <b>2,561,021</b> | <b>2,738,471</b> | <b>2,796,150</b>          | <b>2,875,103</b>      | <b>3,233,000</b>    |
| <b>Expenditures By Categories</b>              |                  |                  |                           |                       |                     |
| <b>620 Contract Services And Fees</b>          |                  |                  |                           |                       |                     |
| BANK FINANCE CHARGES                           | 3,870            | 3,559            | 3,500                     | 3,500                 | 3,500               |
| <b>620 Contract Services And Fees Total</b>    | <b>3,870</b>     | <b>3,559</b>     | <b>3,500</b>              | <b>3,500</b>          | <b>3,500</b>        |
| <b>620 Contributions / Contingency</b>         |                  |                  |                           |                       |                     |
| INTERFUND TRANSFERS OUT                        | -                | -                | 35,000                    | 34,745                | 34,600              |
| <b>620 Contributions / Contingency Total</b>   | <b>-</b>         | <b>-</b>         | <b>35,000</b>             | <b>34,745</b>         | <b>34,600</b>       |
| <b>620 Debt Service</b>                        |                  |                  |                           |                       |                     |
| I AND S INTEREST                               | 780,480          | 835,741          | 758,450                   | 758,450               | 707,250             |



**GENERAL DEBT SERVICE I & S FUND****FY 2022 Budget**

|   |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
| PRINCIPAL RETIREMENT                    | 1,705,000        | 1,825,000        | 2,020,000        | 2,020,000        | 2,450,000        |
| <b>620 Debt Service Total</b>           | <b>2,485,480</b> | <b>2,660,741</b> | <b>2,778,450</b> | <b>2,778,450</b> | <b>3,157,250</b> |
| <b>Expenditures By Categories Total</b> | <b>2,489,350</b> | <b>2,664,300</b> | <b>2,816,950</b> | <b>2,816,695</b> | <b>3,195,350</b> |

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

In the Utility I&S Fund, revenues are budgeted at \$2,618,490, which is a transfer in from the Utility Fund. Expenditures are budgeted at \$2,618,490 to cover the principal and interest payments on existing debt.

| <b>Fund Schedule</b>                           | <b>FY 2019 Actual</b> | <b>FY 2020 Actual</b> | <b>FY 2021<br/>Adopted Budget</b> | <b>FY 2021<br/>Projection</b> | <b>FY 2022<br/>Proposed<br/>Budget</b> |
|--|-----------------------|-----------------------|-----------------------------------|-------------------------------|--|
| <b>Revenue By Categories</b>                   |                       |                       |                                   |                               |  |
| <b>450 Interfund Operating Transfers</b>       |                       |                       |                                   |                               |  |
| FROM PUBLIC UTILITIES FUND                     | 2,338,960             | 2,620,416             | 2,616,376                         | 2,616,375                     | 2,618,490                              |
| <b>450 Interfund Operating Transfers Total</b> | <b>2,338,960</b>      | <b>2,620,416</b>      | <b>2,616,376</b>                  | <b>2,616,375</b>              | <b>2,618,490</b>                       |
| <b>Revenue By Categories Total</b>             | <b>2,338,960</b>      | <b>2,620,416</b>      | <b>2,616,376</b>                  | <b>2,616,375</b>              | <b>2,618,490</b>                       |
| <b>Expenditures By Categories</b>              |                       |                       |                                   |                               |  |
| <b>622 Debt Service</b>                        |                       |                       |                                   |                               |  |
| I AND S INTEREST                               | 823,960               | 990,416               | 881,376                           | 881,376                       | 818,490                                |
| I AND S PRINCIPAL                              | 1,515,000             | 1,630,000             | 1,735,000                         | 1,735,000                     | 1,800,000                              |
| <b>622 Debt Service Total</b>                  | <b>2,338,960</b>      | <b>2,620,416</b>      | <b>2,616,376</b>                  | <b>2,616,376</b>              | <b>2,618,490</b>                       |
| <b>Expenditures By Categories Total</b>        | <b>2,338,960</b>      | <b>2,620,416</b>      | <b>2,616,376</b>                  | <b>2,616,376</b>              | <b>2,618,490</b>                       |

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

In the Airport I&S Fund, revenues are budgeted at \$104,594, which is a transfer in from the Airport Fund. Expenditures are budgeted at \$104,594 for the principal and interest payments on the existing debt.

| Fund Schedule                                  | FY 2019 Actual | FY 2020 Actual | FY 2021<br>Adopted Budget | FY 2021<br>Projection | FY 2022<br>Proposed<br>Budget |
|--|----------------|----------------|---------------------------|-----------------------|-------------------------------|
| <b>Revenue By Categories</b>                   |                |                |                           |                       |                               |
| 430 Use Of Money And Property                  |                |                |                           |                       |                               |
| 450 Interfund Operating Transfers              |                |                |                           |                       |                               |
| FROM AIRPORT OPERATING FUND                    | 105,560        | 108,700        | 106,700                   | 106,700               | 104,594                       |
| <b>450 Interfund Operating Transfers Total</b> | <b>105,560</b> | <b>108,700</b> | <b>106,700</b>            | <b>106,700</b>        | <b>104,594</b>                |
| <b>Revenue By Categories Total</b>             | <b>105,560</b> | <b>108,700</b> | <b>106,700</b>            | <b>106,700</b>        | <b>104,594</b>                |
| <b>Expenditures By Categories</b>              |                |                |                           |                       |                               |
| 628 Debt Service                               |                |                |                           |                       |                               |
| I AND S INTEREST                               | 45,561         | 43,701         | 41,700                    | 41,700                | 39,594                        |
| I AND S PRINCIPAL                              | 60,000         | 65,000         | 65,000                    | 65,000                | 65,000                        |
| <b>628 Debt Service Total</b>                  | <b>105,561</b> | <b>108,701</b> | <b>106,700</b>            | <b>106,700</b>        | <b>104,594</b>                |
| <b>Expenditures By Categories Total</b>        | <b>105,561</b> | <b>108,701</b> | <b>106,700</b>            | <b>106,700</b>        | <b>104,594</b>                |

# MUNICIPAL DRAINAGE UTILITY SYSTEM (MDUS) DEBT SERVICE

## I & S FUND

FY 2022 Budget

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

In the MDUS I&S Fund, revenues are budgeted at \$275,450, which is a transfer in from the MDUS Fund. Expenditures are budgeted at \$275,450 to cover the principal and interest payments on existing debt.

| Fund Schedule                                  | FY 2019 Actual | FY 2020 Actual | FY 2021 Adopted Budget | FY 2021 Projection | FY 2022 Proposed Budget |
|--|----------------|----------------|------------------------|--------------------|-------------------------|
| <b>Revenue By Categories</b>                   |                |                |                        |                    |                         |
| <b>450 Interfund Operating Transfers</b>       |                |                |                        |                    |                         |
| INTERFUND TRANSFER IN                          | 129,725        | 280,577        | 279,750                | 279,750            | 275,450                 |
| <b>450 Interfund Operating Transfers Total</b> | <b>129,725</b> | <b>280,577</b> | <b>279,750</b>         | <b>279,750</b>     | <b>275,450</b>          |
| <b>Revenue By Categories Total</b>             | <b>129,725</b> | <b>280,577</b> | <b>279,750</b>         | <b>279,750</b>     | <b>275,450</b>          |
| <b>Expenditures By Categories</b>              |                |                |                        |                    |                         |
| <b>629 Contract Services And Fees</b>          |                |                |                        |                    |                         |
| BANK FINANCE CHARGES                           | -              | 135            | -                      | -                  | -                       |
| <b>629 Contract Services And Fees Total</b>    | <b>-</b>       | <b>135</b>     | <b>-</b>               | <b>-</b>           | <b>-</b>                |
| <b>629 Debt Service</b>                        |                |                |                        |                    |                         |
| I AND S INTEREST                               | -              | 155,577        | 124,750                | 124,750            | 120,450                 |
| PRINCIPAL RETIREMENT                           | -              | 125,000        | 155,000                | 155,000            | 155,000                 |
| <b>629 Debt Service Total</b>                  | <b>-</b>       | <b>280,577</b> | <b>279,750</b>         | <b>279,750</b>     | <b>275,450</b>          |
| <b>Expenditures By Categories Total</b>        | <b>-</b>       | <b>280,712</b> | <b>279,750</b>         | <b>279,750</b>     | <b>275,450</b>          |

These funds are for resources used to service the principal and interest on long-term debt obligations and are commonly referred to as interest and sinking (I & S) funds. The I&S fund requirements are bound by bond covenants and are set at the level specified in the debt schedule for next year.

In the TUF I&S Fund, revenues are budgeted a \$290,519, which is a transfer in from the TUF Fund. Expenditures are budgeted at \$290,519 to cover the principal and interest payments on the existing debt.

| Fund Schedule                                  | FY 2019 Actual | FY 2020 Actual | FY 2021<br>Adopted<br>Budget | FY 2021<br>Projection | FY 2022<br>Proposed<br>Budget |
|--|----------------|----------------|------------------------------|-----------------------|-------------------------------|
| <b>Revenue By Categories</b>                   |                |                |                              |                       |                               |
| <b>450 Interfund Operating Transfers</b>       |                |                |                              |                       |                               |
| INTERFUND TRANSFER IN                          | -              | 293,682        | 290,919                      | 290,920               | 290,519                       |
| <b>450 Interfund Operating Transfers Total</b> | -              | <b>293,682</b> | <b>290,919</b>               | <b>290,920</b>        | <b>290,519</b>                |
| <b>Revenue By Categories Total</b>             | -              | <b>293,682</b> | <b>290,919</b>               | <b>290,920</b>        | <b>290,519</b>                |
| <b>Expenditures By Categories</b>              |                |                |                              |                       |                               |
| <b>627 Contract Services And Fees</b>          |                |                |                              |                       |                               |
| BANK FINANCE CHARGES                           | -              | 240            | -                            | -                     | -                             |
| <b>627 Contract Services And Fees Total</b>    | -              | <b>240</b>     | -                            | -                     | -                             |
| <b>627 Debt Service</b>                        |                |                |                              |                       |                               |
| I AND S INTEREST                               | -              | 208,442        | 155,919                      | 155,979               | 150,519                       |
| I AND S PRINCIPAL                              | -              | 85,000         | 135,000                      | 135,000               | 140,000                       |
| <b>627 Debt Service Total</b>                  | -              | <b>293,442</b> | <b>290,919</b>               | <b>290,979</b>        | <b>290,519</b>                |
| <b>Expenditures By Categories Total</b>        | -              | <b>293,682</b> | <b>290,919</b>               | <b>290,979</b>        | <b>290,519</b>                |



**Capital Improvement Program**

|  |     |
|--|-----|
| Capital Improvement Project Descriptions | 267 |
| Capital Improvement Project Detail       | 267 |

A capital improvement is a multi-year plan identifying capital projects to be funded during the planning period. The City's goal is to maintain City facilities and infrastructure to provide services to the citizens within the community, meet growth related needs, and comply with all state and federal regulations.

**Capital expenditures** are assets which are considered major purchases or improvement programs that generally have a life span of ten or more years or improvements that are not normally funded through the operating budgets. The City maintains and periodically updates master plans to maintain and expand its infrastructure including, but not limited to: City Facilities, Drainage, Parks and Recreation, Transportation, Water and Wastewater. The City annually updates a five-year CIP schedule.

Capital improvement funds provide for items such as major construction or reconstruction of streets, libraries, parks, and drainage. A capital project is a major construction, acquisition, or renovation activities. Projects in the plan have included water distribution, water collection, drainage, building improvements, parks, and streets projects.

The capital budget includes all capital projects, capital resources, and estimated operational impacts. Capital projects are generally tracked on a project-length basis. The required financing is not appropriated on an annual basis but is approved at the outset of the project. The expected expenditures under the CIP schedule are presented as part of the overall budget adoption to accurately reflect the City's total expected use of funds in any given budget year but these estimates are not considered binding appropriations in that year.

| GENERAL FUND                                   |                      |                                     |                     |                |                     |
|--|----------------------|-------------------------------------|---------------------|----------------|---------------------|
| Project  | Nonrecurring Project | Funding Source                      | Total Cost Estimate | Grants / Other | FY 2022 (City Cost) |
| Park Improvements (based on Parks Master Plan) | X                    | General Fund                        | 30,000              |                | 30,000              |
| Murphy Shade Bench                             | X                    | Valero                              | 7,500               | 7,500          |                     |
| TRP Grant                                      | X                    | Valero                              | 200,000             | 200,000        |                     |
| BullBranch Shade Bench                         | X                    | Valero                              | 7,500               | 7,500          |                     |
| TRP Shade Benches                              | X                    | Valero                              | 15,000              | 15,000         |                     |
| Replacement vehicles and equipment             | X                    | 2022 C.O.                           | 2,082,000           |                | 2,082,000           |
| General Fund Sub-Total:                        |                      |                                     | 2,342,000           | 230,000        | 2,112,000           |
| STREETS & SIDEWALKS                            |                      |                                     |                     |                |                     |
| Project  | Nonrecurring Project | Funding Source                      | Total Cost Estimate | Grants / Other | FY 2022 (City Cost) |
| CR 366 Street Project                          | X                    | Wilco Bond/2013 Bond/Roadway Impact | 4,285,938           | 3,970,838      | 315,100             |
| CR 101 Street Project                          | X                    | Wilco Bond/2013 Bond                | 12,000,000          | 10,800,000     | 724,660             |
| Annual Street Maintenance                      | X                    | TUF                                 | 300,000             |                | 300,000             |
| Wayfinding Sign System Plan Project            | X                    | 2013 Bond                           | 307,490             |                | 307,490             |

# CAPITAL IMPROVEMENT PROJECT (CIP)

# FY 2022 Budget

|  |   |           |         |         |
|--|---|-----------|---------|---------|
| Streetscape Project  | X | 2013 Bond | 81,209  | 81,209  |
| Striping Project   | X | 2013 Bond | 128,714 | 128,714 |
| Master Plan Implementation - NW corner of 2nd St. & Main St. | X | 2013 Bond | 128,700 | 128,700 |

**TUF Fund Sub-Total: 17,232,051 14,770,838 1,985,873**

## UTILITY FUND

| <u>Project</u>   | <u>Nonrecurring Project</u> | <u>Funding Source</u>                    | <u>Total Cost Estimate</u> | <u>Grants / Other</u> | <u>FY 2022 (City Cost)</u> |
|--|-----------------------------|--|----------------------------|-----------------------|----------------------------|
| Replace Influent Pumps & Valves                        | X                           | 2019 Bond                                | 1,180,000                  |                       | 236,000                    |
| Treatment Unit No. 2 Rehab                             | X                           | American Rescue Plan Act Grant/2022 C.O. | 3,111,000                  |                       | 3,111,000                  |
| Generators for water and wastewater facilities         | X                           | 2022 C.O.                                | 150,000                    |                       | 150,000                    |
| Structural Repairs of Digester                         | X                           | 2022 C.O.                                | 400,000                    |                       | 400,000                    |
| Backhoe  | X                           | Utility Fund                             | 120,000                    |                       | 120,000                    |
| Generators for water and wastewater facilities         | X                           | 2022 C.O.                                | 150,000                    |                       | 150,000                    |
| Highland Drive Water Main                              | X                           | 2022 C.O.                                | 492,000                    |                       | 492,000                    |
| E. Martin Luther King Jr. 8-inch Waterline Replacement | X                           | 2022 C.O.                                | 307,500                    |                       | 307,500                    |
| N. Main St. Waterline Replacement                      | X                           | 2022 C.O.                                | 430,500                    |                       | 430,500                    |
| Old Coupland Road Water Main Upsizing                  | X                           | 2022 C.O.                                | 295,500                    |                       | 295,500                    |
| Old Thorndale Road Water Main Replacement              | X                           | 2022 C.O.                                | 1,510,500                  |                       | 1,510,500                  |
| Bull Branch Interceptor near Martin Luther King Jr.    | X                           | 2022 C.O.                                | 657,000                    |                       | 657,000                    |
| Bull Branch Interceptor under Railroad                 | X                           | 2022 C.O.                                | 435,000                    |                       | 435,000                    |
| Bull Branch Interceptor near Burkett Street            | X                           | 2022 C.O.                                | 1,069,500                  |                       | 1,069,500                  |
| Bull Branch Interceptor near Martin Luther King Jr.    | X                           | 2022 C.O.                                | 1,152,000                  |                       | 1,152,000                  |
| Sewer Main Upgrade and Realignment                     | X                           | 2022 C.O.                                | 850,000                    |                       | 850,000                    |
| JD 444H WHEEL LOADER (1/2 funded)                      | X                           | 2022 C.O.                                | 135,000                    |                       | 135,000                    |
| 66" Single Drum Roller w/pad attachment (1/2 funded)   | X                           | 2022 C.O.                                | 72,500                     |                       | 72,500                     |
| M8030 Gradall XL 3100 Excavator (1/2 funded)           | X                           | 2022 C.O.                                | 100,000                    |                       | 100,000                    |
| SCADA upgrades   | X                           | Utility Fund                             | 64,700                     |                       | 64,700                     |
| Tank Repairs/Manhole Inspection                        | X                           | Utility Fund                             | 86,500                     |                       | 86,500                     |
| Smoke Detection- Section 3/4                           | X                           | Utility Fund                             | 26,500                     |                       | 26,500                     |
| Water Leak Detection- Phase 3                          | X                           | Utility Fund                             | 20,000                     |                       | 20,000                     |



# CAPITAL IMPROVEMENT PROJECT (CIP)

FY 2022 Budget

|                        |   |              |         |         |
|------------------------|---|--------------|---------|---------|
| Dump Truck             | X | Utility Fund | 110,000 | 110,000 |
| Chevrolet 1 Ton Pickup | X | Utility Fund | 42,000  | 42,000  |
| Backhoe                | X | Utility Fund | 120,000 | 120,000 |

|                   |  |  |            |              |
|-------------------|--|--|------------|--------------|
| Utility Fund Sub- |  |  |            |              |
| Total:            |  |  | 13,087,700 | - 12,143,700 |

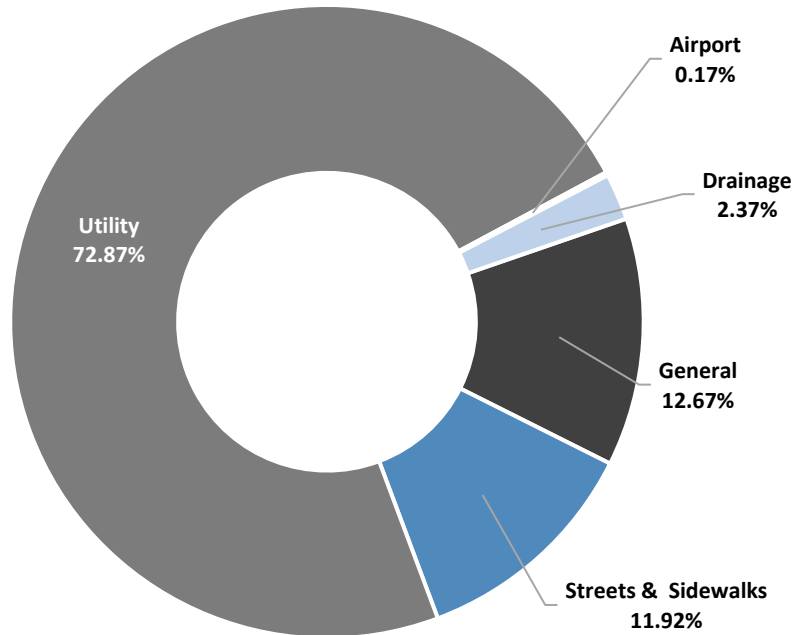
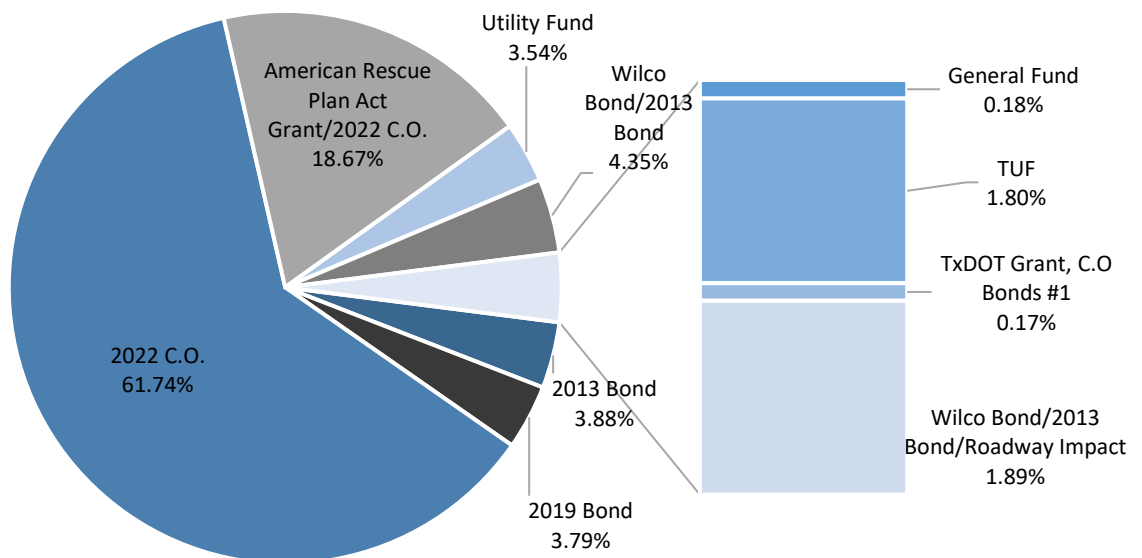
| AIRPORT FUND                       |                      |                           |                     |                |                     |
|------------------------------------|----------------------|---------------------------|---------------------|----------------|---------------------|
| Project                            | Nonrecurring Project | Funding Source            | Total Cost Estimate | Grants / Other | FY 2022 (City Cost) |
| Terminal Apron Construction        | X                    | TxDOT Grant, C.O Bonds #1 | 1,600,000           | 1,584,000      | 16,000              |
| Old Apron Rehab-Engineering/Design | X                    | TxDOT Grant, C.O Bonds #1 | 125,000             | 112,500        | 12,500              |

|                   |  |  |           |                  |
|-------------------|--|--|-----------|------------------|
| Airport Fund Sub- |  |  |           |                  |
| Total:            |  |  | 1,725,000 | 1,696,500 28,500 |

| DRAINAGE FUND                       |                      |                |                     |                |                     |
|-------------------------------------|----------------------|----------------|---------------------|----------------|---------------------|
| Project                             | Nonrecurring Project | Funding Source | Total Cost Estimate | Grants / Other | FY 2022 (City Cost) |
| Edmonds Phase 2 (6th St. to Ceclia) | X                    | 2019 Bond      | 1,597,125           |                | 127,770             |
| Edmonds Phase 3 (Cecilia to Mclain) | X                    | 2019 Bond      | 1,626,250           |                | 130,100             |
| 1st/Royal/Walnut                    | X                    | 2019 Bond      | 458,600             |                | 137,580             |

|                    |  |  |           |           |
|--------------------|--|--|-----------|-----------|
| Drainage Fund Sub- |  |  |           |           |
| Total:             |  |  | 3,681,975 | - 395,450 |

|        |            |            |            |
|--------|------------|------------|------------|
| TOTAL: | 38,068,726 | 16,697,338 | 16,665,523 |
|--------|------------|------------|------------|

FY 2021 CIP by Purpose (City Cost)FY 2022 CIP Detail by Funding Source (City Cost)



Fee Schedule

**AIRPORT**Hanger and Tie Down Rental

|  |          | Monthly Fee |                                     |
|--|----------|-------------|-------------------------------------|
| Hangar A                                       | 10 Units | \$          | 240                                 |
| Hangar B                                       | 6 Units  | \$          | 160                                 |
| Hangar C                                       | 12 Units | \$          | 335                                 |
| Hangar D                                       | 12 Units | \$          | 335                                 |
| Hangar E                                       | 8 Units  | \$          | 335                                 |
| E-1 & E-7                                      | 2 Units  | \$          | 405                                 |
| E-6 & E-12                                     | 2 Units  | \$          | 450                                 |
| Hangar F                                       | 12 Units | \$          | 350                                 |
| Hangar F-6A                                    | 1 Units  | \$          | 225                                 |
| Tie Downs                                      | 27       | \$          | 48                                  |
| Over Night Tie Downs                           | 8        | \$          | 7 per night if no fuel is purchased |
| Late Payment fee, if not paid by due date      |          |             | 10%                                 |
| Long Term ground lease for hangar construction |          |             | as negotiated                       |

Fuel Sales

|              |                               |
|--------------|-------------------------------|
| AV Gas LL100 | as determined by City Manager |
| Jet A        | as determined by City Manager |

**ANIMAL CONTROL**Animal Adoption

\$ 80

Annual Animal Registration

If registration is done by veterinarian, the veterinarian retains \$1.50 of the fee and remits remainder to the City. All veterinarian costs incurred are passed on to the owner.

|  |    |    |         |
|--|----|----|---------|
| Dog/Cat - Altered (Spayed or neutered) proof is required | \$ | 5  | Per tag |
| Dog/Cat - Unaltered (Not spayed or neutered)             | \$ | 15 | Per tag |

Boarding Fees (on or off-site)

\$ 15 Per day

Chicken Permit

|   |    |    |  |
|---|----|----|--|
| Please refer to City of Taylor, Code of Ordinances, Chapter 4 for definitions and guidelines regarding chickens. The Code of Ordinances is available on the City of Taylor website. | \$ | 20 |  |
|---|----|----|--|

Dangerous Dog/Vicious Animal Registration

\$ 50 Per animal, per year

Please refer to City of Taylor, Code of Ordinances, Chapter 4 for definitions and procedures regarding dangerous dogs/vicious animals. The Code of Ordinances is available on the City of Taylor website.

Owner Surrender

|  |    |    |                |
|--|----|----|----------------|
| Animal-*Animal is heartworm negative, current on vaccinations, altered and deemed adoptable by Animal Control Supervisor             | \$ | 40 | Per occurrence |
| Animal-*Animal is heartworm negative and deemed adoptable by Animal Control Supervisor, however needs vaccinations and/or alteration | \$ | 80 | Per occurrence |
| Litters (under 10 weeks of age)  | \$ | 60 |                |

Pet Carrier

|                           |    |   |          |
|---------------------------|----|---|----------|
| Pet carrier cardboard box | \$ | 3 | Each box |
|---------------------------|----|---|----------|

Impound fee

|                           |    |    |                |
|---------------------------|----|----|----------------|
| Live Animal               | \$ | 35 | Per occurrence |
| Live Animal - After Hours | \$ | 50 | Per occurrence |

Return Charges:

|                                  |    |    |                |
|----------------------------------|----|----|----------------|
| Loose animals that are picked up | \$ | 35 | Per occurrence |
|----------------------------------|----|----|----------------|

**CEMETERY**Grave Digging Fees

|                 |   |    |       |
|-----------------|---|----|-------|
| Normal Size     | Weekdays 9am - 4pm                        | \$ | 1,500 |
| Normal Size     | Weekdays after 3:30 pm; Holidays/Weekends | \$ | 1,625 |
| Infant or Ashes | Weekdays 9am - 4pm                        | \$ | 760   |
| Infant or Ashes | Weekdays after 3:30 pm; Holidays/Weekends | \$ | 890   |
| Oversize        | Weekdays 9am - 4pm                        | \$ | 1,775 |
| Oversize        | Weekdays after 3:30 pm; Holidays/Weekends | \$ | 1,900 |
| Disinterment    | Weekdays 9am - 4pm                        | \$ | 2,160 |
| Disinterment    | Weekdays after 3:30 pm; Holidays/Weekends | \$ | 2,475 |

Sale of Cemetery Spaces

|                            |    |       |                                      |
|----------------------------|----|-------|--------------------------------------|
| Adult                      | \$ | 1,300 | + \$25 deed filing fee for each sale |
| Infant/Child or Ashes      | \$ | 650   | + \$25 deed filing fee for each sale |
| Deed Issuance (Filing Fee) | \$ | 28    |                                      |

Other Fees

|   |    |    |  |
|---|----|----|--|
| Location & marking of gravestone            | \$ | 28 |  |
| Location & marking of family stone or bench | \$ | 60 |  |
| Transfer of lots/spaces by grantee          | \$ | 40 |  |
| Temporary grave markers                     | \$ | 30 |  |

**FIRE DEPARTMENT**Fire Department Permits/Fees

|  |    |     |                |
|--|----|-----|----------------|
| False Fire Alarm (residential or commercial after 3rd alarm) | \$ | 50  | Per occurrence |
| Special Events (includes plans review and inspection)        | \$ | 100 |                |
| (Includes events on public or private property)              |    |     |                |

# FEE SCHEDULE

FY 2022 Budget

|   |    |     |           |
|---|----|-----|-----------|
| Outdoor burn in city limits - Approved application permit (see Ordinance 2012-18) | \$ | 50  |           |
| Outdoor burn in city limits - Illegal (see Ordinance 2012-18 for penalty)         |    |     | Fine      |
| Hydrant Flow Test (Taylor Fire Dept. Conducted)                                   | \$ | 100 |           |
| Hydrant Flow Test (Taylor Fire Dept. Witnessed)                                   |    |     | No Charge |

## Inspections

|  |           |     |
|--|-----------|-----|
| Annual Fire Safety Inspection (Commercial Businesses)                                  | No charge |     |
| Annual Fire Safety Inspection (Commercial Businesses - First and Second Re-Inspection) | No charge |     |
| Assisted Living Facility Inspection  | \$        | 50  |
| Day Care Facility Inspection   | \$        | 50  |
| Nursing Home Inspection  | \$        | 100 |
| Hospital Inspection  | \$        | 100 |
| Foster/Adoption Home Inspection  | \$        | 25  |
| Mobile/Food Trailer Inspection   | \$        | 35  |

## **Following fees to be paid in advance by licensed company who is applying for the permit:**

### Plans Review

|  |    |           |                 |
|--|----|-----------|-----------------|
| Fuel Distribution: Dispenser, Tank or Pipe Installation Plans Review                 | \$ | 100       |                 |
| Fuel Distribution: Dispenser, Tank or Pipe Installation inspection / Test            | \$ | 50        |                 |
| First Re-Inspection  |    | No Charge |                 |
| Second and Each Subsequent Re-Inspection   | \$ | 100       |                 |
| Fire Suppression System Plans Review   | \$ | 300       | Per each system |
| Fire Suppression System Inspection / Test / Acceptance Test < 200 Heads              | \$ | 100       |                 |
| Fire Suppression System Inspection / Test / Acceptance Test > 200 Heads              | \$ | 0.50      | Per each head   |
| First Re-Inspection  |    | No Charge |                 |
| Second and Each Subsequent Re-Inspection   | \$ | 200       |                 |
| Fire Alarm System Plan Review  | \$ | 100       | Per each system |
| Fire Alarm System /test/acceptance test  | \$ | 50        |                 |
| First Re-Inspection  |    | No Charge |                 |
| Second and Each Subsequent Re-Inspection   | \$ | 100       |                 |
| Kitchen vent hood suppression system plan review                                     | \$ | 100       |                 |
| Kitchen vent hood suppression system / test /acceptance test                         | \$ | 50        |                 |
| First Re-Inspection  |    | No Charge |                 |
| Second and Each Subsequent Re-Inspection   | \$ | 100       |                 |
| LP tank storage installation plan review   | \$ | 100       |                 |
| LP tank storage inspection / test / acceptance                                       | \$ | 50        |                 |
| First Re-Inspection  |    | No Charge |                 |
| Second and Each Subsequent Re-Inspection   | \$ | 100       |                 |
| Alternative fire suppression systems (spray booths, Dry/Wet Chem., etc.) plan review | \$ | 100       |                 |
| Alternative fire suppression systems (spray booths, Dry/Wet Chem., etc.)             | \$ | 50        |                 |
| Building Plans, Site Plan, or Subdivision Plan Review                                | \$ | 100       | each            |
| Fire Final Inspection  | \$ | 100       |                 |
| Certificate of Occupancy Inspection (Existing building with no plans review)         | \$ | 50        |                 |

### Fines for Negligent or Irresponsible Actions

- 1 A fine shall be charged for negligent, irresponsible, or otherwise unacceptable and malicious acts.
- 2 Charges may be filed in Municipal Court by the Taylor Fire Department, and a fine may be assessed.
- 3 Fines for such acts shall be assessed as follows:
  - Misadventure and/or Deliberate Risk taking (each incident) \$200 minimum plus Municipal Court Costs, if any.
  - Failure to respond to Lawful Warning or Order (each occurrence) \$200 minimum plus Municipal Court Costs, if any.
  - Injury to Fire Personnel due to deliberate act (each injury) - Any and all medical costs incurred by the employee, rehabilitation costs, loss of income, and any further compensation that may be necessary.
  - Damage to Fire Apparatus, equipment or property due to a deliberate act (each item)-The replacement cost of the individual item (see list)
- 4 Outdoor Burn Fee (illegal) - Any burning that violates the city ordinance or state law not allowing burning thirty minutes before dawn or thirty minutes after dusk (see Ordinance 2012-18 for Penalty)

Note: The following list is not all-inclusive of equipment that may be damaged or contaminated during the course of a response effort.

Following fees may be assessed for Fire/EMS service at which the Taylor Fire Department responded. The same fees may be charged for specialized use - such as but not limited to movie production or stand-by services.

### Apparatus

|   |    |     |                     |
|---|----|-----|---------------------|
| Aerial Apparatus (staffed with at least 2 personnel)                      | \$ | 600 | per truck, per hour |
| Brush Truck (staffed with at least 2 personnel)                           | \$ | 325 | per truck, per hour |
| Chief Vehicle (staffed with at least 1 person)                            | \$ | 150 | per hour            |
| Class A Pumper (Type I, II, or similar staffed with at least 2 personnel) | \$ | 450 | per truck, per hour |
| Command Unit (staffed with at least 1 person)                             | \$ | 150 | per hour            |
| Heavy Rescue Truck (staffed with 2 personnel)                             | \$ | 500 | per truck, per hour |
| Medical Response Vehicle (staffed with 2 personnel)                       | \$ | 150 | per truck, per hour |
| Rehab (staffed with 1 personnel)  | \$ | 75  | per hour            |
| Tender Apparatus (staffed with at least 2 personnel)                      | \$ | 350 | per truck, per hour |

### Personnel

|                    |    |    |          |
|--------------------|----|----|----------|
| Fire Inspectors    | \$ | 35 | per hour |
| Fire Investigators | \$ | 75 | per hour |
| Firefighter/EMT    | \$ | 35 | per hour |
| Haz-Mat Tech       | \$ | 40 | per hour |
| Incident Commander | \$ | 75 | per hour |

|   |    |       |           |
|---|----|-------|-----------|
| Swift Water Team  | \$ | 200   | per hour  |
| <u>Equipment and Supplies</u>   |    |       |           |
| Equipment and supplies includes items such as water, foam, tools, hose, fuel, PPE, medical supplies, and any other item that is used or damaged as part of a response   |    |       | Cost +10% |
| <b>The following Fire/EMS fees are assessed and may be recovered by a loss recovery contractor as provided in Ordinance 2010-15:</b>  |    |       |           |
| <u>Motor Vehicle Incidents</u>  |    |       |           |
| <b>Level 1-</b>   | \$ | 435   |           |
| Provides hazardous materials assessment and scene stabilization. This will be the most common "billing level". This occurs almost every time the fire department responds to an accident/incident.  |    |       |           |
| <b>Level 2-</b>   | \$ | 495   |           |
| Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. Billed at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.  |    |       |           |
| <b>Level 3- Car Fire</b>  | \$ | 605   |           |
| Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.   |    |       |           |
| <b>Level 4-</b>   | \$ | 1,800 |           |
| Includes Level 1 & 2 services as well as extraction (heavy rescue tools, ropes, airbags, cribbing, etc.) Billed at this level if the fire department has to free/remove anyone from the vehicle(s) using any equipment. Will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. The level is to be billed only if equipment is deployed.   |    |       |           |
| <b>Level 5-</b>   | \$ | 2,200 |           |
| Includes Level 1, 2 & 4 services as well as Air Care (multi-engine company response, mutual aid, helicopter). Billed at this level any time a helicopter is utilized to transport the patient(s).   |    |       |           |
| <b>Level 6-</b>   |    |       |           |
| <b>Itemized Response:</b> The city has the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.  |    |       |           |
| <u>Hazmat</u>   |    |       |           |
| <b>Level 1-</b>   | \$ | 700   |           |
| <b>Basic Response:</b> Claim will include engine response, first responder assignment, perimeter established, evacuations, set-up and command.  |    |       |           |
| <b>Level 2-</b>   | \$ | 2,500 |           |
| <b>Intermediate Response:</b> Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.  |    |       |           |
| <b>Level 3-</b>   | \$ | 5,900 |           |
| <b>Advanced Response:</b> Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of materials and contaminated equipment and material used at scene. Includes 3 hours of on scene time - <b>each additional hour @ \$300.00/Hazmat team.</b> |    |       |           |
| <u>Pipeline Incidents/Power Line Incidents</u>  |    |       |           |
| *Includes, but not limited to : Gas, Sewer, Septic to Sewer, and Water Pipelines  |    |       |           |
| <b>Level 1-</b>   | \$ | 400   |           |
| <b>Basic Response:</b> Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command. Includes inspection without damage or breakage.  |    |       |           |
| <b>Level 2-</b>   | \$ | 1,000 |           |
| <b>Intermediate Responses:</b> Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, set-up and command. May include Hazmat team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair.   |    |       |           |
| <b>Level 3- Itemized Claim Charges</b>  |    |       |           |
| <b>Advanced Response:</b> Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command. May include Hazmat team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair to intermediate to major pipeline damage. May include set-up and removal or decon center, detection, recovery and identification of material. Disposal and environment clean up.  |    |       |           |
| <u>Fire Investigation</u>   |    |       |           |
| <b>Fire Investigation Team-</b>   | \$ | 275   | per hour  |
| The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.  |    |       |           |

Includes: Scene Safety, Investigation, Source Identification, K-9/Arson Dog Unit, Identification Equipment, Mobile Detection Unit, and Fire Report

#### Fires

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates. Itemized per person, at various pay levels for itemized products used. This will be the most common "billing level". This occurs almost every time the fire department responds to an incident:

**Assignment-** \$ 400 per hour, per engine  
Includes: Scene Safety, Investigation, Fire/Hazard Control \$ 500 per hour, per truck

#### Water Incidents

**Level 1-** \$ 400 + \$50/hr, per rescue person

**Basic Response:** Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident.

**Level 2-** \$ 800 + \$50/hr, per rescue person

**Intermediate Response:** includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. The City will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

**Level 3-** \$2,000 +\$50 per hour, per rescue person + \$100 per hour per Hazmat team member

**Advanced Response:** includes Level 1 and Level 2 services as well as D.A.R.T activation, donning breathing apparatus and detection equipment. Setup and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment cleanup. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

#### **Level 4-**

**Itemized Response:** The City has the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

#### Back Country or Special Rescue

Minimum: \$400 for the first response vehicle + \$50/hr per rescue person.

Additional Rates: \$400/hr per response vehicle and \$50/hr per rescue person.

**Itemized Response:** each incident will be billed with custom mitigation rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

**Chief Response:** \$ 250 per hour

This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.

#### Miscellaneous:

Engine \$ 400 per hour  
Truck \$ 500 per hour  
Miscellaneous equipment \$ 300 per hour

#### Mitigation Rate Notes

The mitigation rates above are average "billing levels", and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided. These average mitigation rates were determined by itemizing costs for typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortize schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department's "actual personnel expense" and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

#### LIBRARY SERVICES

##### Library Meeting Room

Should there be damages or cleaning needed, the deposit will NOT be refunded. In addition to the deposit, charges to defray clearing or repairs or loss of equipment will be charged to the responsible group.

Refundable Deposit \$ 200  
Individuals/Non Profit \$ 50 first two hours  
Individuals/Non Profit - Additional Hours \$ 25 each additional hour  
Business/Commercial \$ 100 first two hours  
Business/Commercial - Additional Hours \$ 50 each additional hour

##### Library Fees

Library card - Non-resident Individual \$ 10 per year  
Library card - Non-resident Family \$ 25 per year  
Library card - Resident no charge  
Library card - replacement (1st replacement) \$ 2  
Library card - subsequent replacement cards \$ 5  
Copies - Black & White \$ 0.10 per impression

# FEE SCHEDULE

FY 2022 Budget

|  |                              |       |   |
|--|------------------------------|-------|---|
| Copies - Color   | \$                           | 0.25  | per impression  |
| Overdue book   | \$                           | 0.10  | per day; \$5 maximum  |
| Lost or damaged book   | Cost to replace/repair       |       |   |
| Processing fee for lost or damaged book(s)   | \$                           | 5     | per book, non-refundable  |
| PayPal online processing fee   | \$                           | 1     |   |
| <b>MISCELLANEOUS FEES AND PERMITS</b>  |                              |       |   |
| <u>Taxicab</u>   |                              |       |   |
| Vehicle permit fee   | \$                           | 150   | per vehicle   |
| Taxicab driver's permit  | \$                           | 25    | per year  |
| Horse drawn carriage permit  | \$                           | 25    | 6 months  |
| Non-Motorized (Ex. Pedal Cabs)   | \$                           | 25    | per vehicle   |
| <u>Street Closures</u>   |                              |       |   |
| Special Events (non-parade, non-filming)   | \$                           | 75    |   |
| Parade   | \$                           | 75    |   |
| Processing Fee for Credit Card Payments made in-house or online  | \$                           | 3     |   |
| <u>Film Production Fees</u>  |                              |       |   |
| <b>Activity:</b>   | <b>Cost per Calendar Day</b> |       |   |
| Film Application Fee   | \$                           | 25    |   |
| Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area.  | \$                           | 500   |   |
| Partial, non-disruptive use of a public building, park, right-of-way, or public area.  | \$                           | 250   |   |
| Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking.   | \$                           | 50    |   |
| Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking.   | \$                           | 25    |   |
| Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles. | \$                           | 50    |   |
| Filming  | \$                           | 250   | +min of one police officer & vehicle at rates specified under police Dept. Fees |
| <b>PARKS AND RECREATION</b>  |                              |       |   |
| <u>Public Facility Rental</u>  |                              |       |   |
| Murphy Park: Upper Pavilion Rental   | \$                           | 150   | per day + \$100 refundable deposit  |
| Lower Pavilion Rental  | \$                           | 130   | per day + \$75 refundable deposit   |
| Robinson Park: Pavilion  | \$                           | 25    | per day   |
| Bull Branch Park: Pavilion   | \$                           | 25    | per day   |
| Taylor Regional Park: Pavilion   | \$                           | 25    | per day   |
| Heritage Square: Amphitheater  | \$                           | 125   | half day (less than 4 hours)  |
|  | \$                           | 250   | full day (4 hours or more)  |
|  | \$                           | 62.50 | half day (non-profit rate)  |
|  | \$                           | 125   | full day (non-profit rate)  |
|  | \$                           | 500   | refundable deposit  |
| Heritage Square: Pavilion  | \$                           | 75    | half day (less than 4 hours)  |
|  | \$                           | 150   | full day (4 hours or more)  |
|  | \$                           | 37.50 | half day (non-profit rate)  |
|  | \$                           | 75    | full day (non-profit rate)  |
|  | \$                           | 300   | refundable deposit  |
| Non-profit renter must be able to produce proof of non-profit status.  |                              |       |   |
| <u>Dickey-Givens Community Center</u>  |                              |       |   |
| 1/2 Day (6 Hours)  | Non-Resident                 | \$    | 150   |
| 1/2 Day (6 Hours)  | Resident                     | \$    | 100   |
| Whole Day (11 Hours)   | Non-Resident                 | \$    | 250   |
| Whole Day (11 Hours)   | Resident                     | \$    | 200   |
| Additional Two Hours (Fri/Sat Only)  |                              | \$    | 70  |
| Damage Deposit (Refundable)  | Non-Resident                 | \$    | 300   |
| Damage Deposit (Refundable)  | Resident                     | \$    | 200   |
| 1/2 Day (6 Hours)  | Non Profit                   | \$    | 75  |
| Whole Day (11 Hours)   | Non Profit                   | \$    | 125   |
| <u>Public Property</u>   |                              |       |   |
| Long term rental of space on public property for commercial purposes   | As Negotiated                |       |   |
| <u>Recreation Fees</u>   |                              |       |   |
| <u>Swimming Pool Admission: (Robinson Park &amp; Murphy Park)</u>  |                              |       |   |
| Children (3 and under)   | Free                         |       |   |
| Children (4 to 12 years old)   | \$                           | 2     |   |
| Adults (13 to 59 years old)  | \$                           | 3     |   |
| Seniors (60 and over)  | \$                           | 2     |   |
| Family Passes - 30 admissions  | \$                           | 45    |   |
| Family Passes - 60 admissions  | \$                           | 90    |   |
| <u>Pool Rental for Parties:</u>  |                              |       |   |
| The YMCA will pay the City the regular admission price paid for each person attending parties.   |                              |       |   |
| <u>Pool use for daycares and day camps:</u>  |                              |       |   |
| The YMCA will pay the City the regular admission price paid for each daycare child or day campers attending the pool.                                  |                              |       |   |
| <u>Pool use for YMCA members:</u>  |                              |       |   |



The YMCA will pay the City appropriate gate fee for each member of the YMCA attending the pool.

Swim Lessons:

The YMCA will pay the City \$5.00 for each swim lesson participant

General Use of Athletic Fields:

**Taylor Regional Park & Sports Complex**

|   |    |     |                        |
|---|----|-----|------------------------|
| Deposit   | \$ | 100 |                        |
| Hourly Use  | \$ | 25  | per hour, per field    |
| Hourly Use with lights                            | \$ | 45  | per hour, per field    |
| Practice: per field, per month (2/week@2hrs each) | \$ | 200 |                        |
| Gate fee  | \$ | 10  | per participating team |

**Robinson Park**

|  |    |     |                                |
|--|----|-----|--------------------------------|
| Deposit (weekend rental)                             | \$ | 100 |                                |
| Maintenance to field outside regular operating hours | \$ | 34  | per/hr @ request of the renter |
| Rental Fee w/no lights                               | \$ | 25  | per/day                        |
| Rental Fee with lights                               | \$ | 45  | per/day                        |
| Recovery fee (ALL City fields) - All sports included | \$ | 5   | per person/per season          |

**Athletic Fields (Taylor Regional Park & Sports Complex Only-Baseball/Softball only)**

|  |    |     |                                   |
|--|----|-----|-----------------------------------|
| Deposit                                    | \$ | 250 | Include concession, if applicable |
| Field attendants (minimum of 2 attendants) | \$ | 17  | per attendant, per hour           |
| Lights                                     | \$ | 50  | per field                         |
| Rentals                                    | \$ | 100 | per field, per day                |
| Field Re-drag/Re-chalk                     | \$ | 25  | per field, per drag/chalk         |

**Football and Soccer Fields**

|   |    |     |                    |
|---|----|-----|--------------------|
| Field Rental  | \$ | 150 | per field, per day |
| Lights  | \$ | 50  | per field          |
| Concession Stand (Taylor Regional Park & Sport Complex)                                       |    |     |                    |
| Concession Rentals Pay 10% of gross receipts  |    |     |                    |
| Deposit   | \$ | 250 |                    |
| Beverage Use  |    |     |                    |
| (Cost per bottle calculated by dividing current case price by the number of bottles per case) |    |     |                    |
| Vendors (Must obtain permission prior to event)   |    |     |                    |
| With Electricity  | \$ | 35  | per day            |
| No electricity  | \$ | 25  | per day            |

**PLANNING AND DEVELOPMENT SERVICES , ENGINEERING AND CONSTRUCTION**

All permits submitted through MyGovernmentOnline will be assessed a **\$15 Technology Fee**  
Properties located within a Neighborhood Empowerment Zone may be eligible for a 50% reduction in the following fees:

Zoning, Platting, Site Plan, Building, Plumbing, Mechanical, Electrical, and Gas, Foundation and Roof

The 50% reduction in fees within the Neighborhood Empowerment Zone **does not** apply if it involves work without a permit

All building permits include two plan reviews. The third and subsequent plan reviews require a separate plan review fee to be paid before each and every subsequent plan review will be conducted.

**Building Permits**

All permits calculated on a per square foot basis will be charged a Weatherization Fee of \$ 0.005 Per Sq. Ft.  
RESIDENTIAL - (Fees collected at time of application)

**New Residential and Residential Additions including attached car port**

(Excludes multi-family greater than four units and mixed use)

**Residential Accessory structure 200 sq.ft. and greater than 200 sq.ft.**

|  |    |      |             |
|--|----|------|-------------|
| Plan Review Fee (Collected at time of application) | \$ | 0.15 | Per Sq. Ft. |
| Permit Fee (Collected upon permit approval)        | \$ | 1.00 | Per Sq. Ft. |

(Includes Building, Electrical, Plumbing, and Mechanical - \$0.25 per sq. ft. each)

The permit fee includes initial inspections and one re-inspection. **Each re-inspection required after the first re-inspection will be charged an inspection fee of \$55.**

**Residential Remodel**

(Excludes multi-family greater than four units and mixed use)

|  |    |      |             |
|--|----|------|-------------|
| Plan Review Fee (Collected at time of application) | \$ | 75   |             |
| Permit Fee (Collected upon permit approval)        | \$ | 0.50 | Per Sq. Ft. |

(Includes Building, Electrical, Plumbing, and Mechanical - \$0.125 per sq. ft. each)

The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of \$55.

**Residential Manufactured Home**

|  |    |      |             |
|--|----|------|-------------|
| Plan Review Fee (Collected at time of application) | \$ | 75   |             |
| Permit Fee (Collected upon permit approval)        | \$ | 0.50 | Per Sq. Ft. |

(Includes Building, Electrical, Plumbing, and Mechanical - \$0.125 per sq. ft. each)

The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of \$55.

**Manufactured Home Park**

|   |    |    |           |
|---|----|----|-----------|
| Manufactured Home Park - additions or alterations to spaces | \$ | 25 | per space |
|---|----|----|-----------|

# FEE SCHEDULE

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|   |   |      |  |
|---|---|------|--|
| Manufactured Home Park - original permit application  | \$  | 400  |  |
| Manufactured Home Park License (Annual Fee - 10 spaces or less)   | \$  | 250  |  |
| Manufactured Home Park License (Annual Fee - greater than 10 spaces)  | \$  | 500  |  |
| <b><u>COMMERCIAL - (Fees collected at time of application)</u></b>  |   |      |  |
| <b>New Commercial and Commercial Additions</b>  |   |      |  |
| (Includes multi-family greater than four units and mixed use)   |   |      |  |
| Plan Review Fee (Collected at time of application)  | \$  | 0.15 | Per Sq. Ft.  |
| Permit Fee (Collected upon permit approval)   | \$  | 1.00 | Per Sq. Ft.  |
| (Includes Building, Electrical, Plumbing, and Mechanical - \$0.25 per sq. ft. each)   |   |      |  |
| The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of <b>\$75</b> . |   |      |  |
| <b>New Commercial - Shell Building</b>  |   |      |  |
| Plan Review Fee (Collected at time of application)  | \$  | 0.15 | Per Sq. Ft.  |
| Permit Fee (Collected upon permit approval)   | \$  | 0.60 | Per Sq. Ft.  |
| (Includes Building, Electrical, Plumbing, and Mechanical - \$0.15 per sq. ft. each)   |   |      |  |
| The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of <b>\$75</b> . |   |      |  |
| <b>Commercial - Tenant Finish Out</b>   |   |      |  |
| Plan Review Fee (Collected at time of application)  | \$  | 0.15 | Per Sq. Ft.  |
| Permit Fee (Collected upon permit approval)   | \$  | 0.80 | Per Sq. Ft.  |
| (Includes Building, Electrical, Plumbing, and Mechanical - \$0.20 per sq. ft. each)   |   |      |  |
| The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of <b>\$75</b> . |   |      |  |
| <b>Commercial Remodel</b>   |   |      |  |
| (Includes multi-family greater than four units and mixed use)   |   |      |  |
| Plan Review Fee (Collected at time of application)  | \$  | 0.15 | Per Sq. Ft.  |
| Permit Fee (Collected upon permit approval)   | \$  | 0.50 | Per Sq. Ft.  |
| (Includes Building, Electrical, Plumbing, and Mechanical - \$0.125 per sq. ft. each)  |   |      |  |
| The permit fee includes initial inspections and one re-inspection. Each re-inspection required after the first re-inspection will be charged an inspection fee of <b>\$75</b> . |   |      |  |
| <b>Commercial Accessory Structure - 120 sq ft and greater</b>   | \$  | 0.20 | Per Sq. Ft., Plan Review Fee, & Inspection Fee   |
| <b>Cell Towers</b>  | \$  | 40   | Plan Review Fee & Inspection Fee   |
| <b>Electrical Permits</b>   |   |      |  |
| Stand Alone   | \$  | 40   | + Inspection Fees  |
| Solar Panels  | \$  | 40   | + Inspection Fees + \$75 Plan Review Fee   |
| <b>Mechanical Permits</b>   |   |      |  |
| Residential Change Out  | \$  | 40   | + Inspection Fees  |
| Commercial Change Out   | \$  | 65   | + Inspection Fees  |
| Stand Alone   | \$  | 40   | + Inspection Fees  |
| <b>Plumbing Permits</b>   |   |      |  |
| Stand Alone   | \$  | 40   | + Inspection Fees  |
| Lawn Irrigation System  | \$  | 40   | + Inspection Fees  |
| <b><u>Sign Permits - (Fees collected at time of application)</u></b>  |   |      |  |
| Banner  | \$  | 25   | Non-profit, faith-based, governmental, and service clubs are exempt from paying the fee. |
| New Sign or Sign Re-Facing  | \$  | 40   | \$1.60 per square foot & inspection fee  |
| Freestanding Signs over 8 ft Tall   | \$  | 40   | \$1.60 per square foot, \$75 Plan Review Fee, & inspection fee                           |
| Internally Illuminated Signs  | \$  | 40   | \$1.60 per square foot, \$75 Plan Review Fee, inspection fee & electrical permit fee     |
| Temporary Use Directional Sign  | \$  | 25   | per calendar year per real estate agency, \$5 for each sign                              |
| Temporary Use Directional Sign Redemption Fee   | \$  | 25   | first sign plus \$5 each additional sign   |
| Sign Initial Inspection Fee   | \$  | 75   |  |
| Each Re-Inspection  | \$  | 75   |  |
| <b>Miscellaneous Permits - (Fees collected at time of application)</b>  |   |      |  |
| Car Port (non conforming) Specific Use Permit required  | See Planning fee schedule for Specific Use Permit |      |  |
| Certificate of Occupancy - Commercial (Includes Customer Service Inspection - CSI)  | \$  | 80   | + Inspection Fees  |
| Customer Service Inspection (CSI) - Residential   | \$  | 80   |  |
| Demolition  | \$  | 25   | + Inspection Fees  |
| Driveway Approach   | \$  | 40   | + Inspection Fees  |
| Fence (Under 6 feet tall)   | \$  | 25   | + Inspection Fees  |
| Fence (Over 6 feet tall)  | \$  | 25   | + Inspection Fees + \$75 Plan Review Fee   |
| Foundation Leveling and Repair - \$40 + \$0.10 per sq. ft. + inspection fees  |   |      |  |
| Mobile Food Vendors and Food Courts   | \$  | 150  | + Inspection Fees  |
| Moving - from outside City Limits   | \$  | 130  | + \$35 escort fee  |
| Moving - within City Limits   | \$  | 65   | + \$35 escort fee  |

# FEE SCHEDULE

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|   |    |      |   |
|---|----|------|---|
| Peddler & Solicitor   | \$ | 40   | for each application plus \$25 for each person. Permit valid for 6 months.                                |
| Pool (above ground)   | \$ | 50   | + Inspection Fees + \$75 Plan Review Fee  |
| Pool (in ground)  | \$ | 100  | + Inspection Fees + \$75 Plan Review Fee  |
| Porch, Patio or Deck  | \$ | 40   | + Inspection Fees + \$75 Plan Review Fee  |
| Tent Revival  | \$ | 35   |   |
| Work in the City Right-of-Way (no engineering review)   | \$ | 40   | + Inspection Fees   |
| Work in the City Right-of-Way (with engineering review)   | \$ | 40   | + 1% of project cost + engineering inspection fees  |
| Roof Permit   | \$ | 40   | Inspection Fee & Plan Review fee, if required   |
| Streamlined Site Development Plan   | \$ | 100  |   |
| Tree Removal Permit   | \$ | 40   | + Inspection Fees   |
| <b>Inspection Fees</b>  |    |      |   |
| Initial Inspection (Residential)  | \$ | 55   |   |
| Each Re-inspection (Residential)  | \$ | 55   |   |
| Initial Inspection (Commercial)   | \$ | 75   |   |
| Each Re-inspection (Commercial)   | \$ | 75   |   |
| Medical gas inspections/re-inspections  | \$ | 250  |   |
| Engineering inspections   |    | 3%   | of project cost   |
| Emergency Commercial Inspection   | \$ | 125  |   |
| Emergency Residential Inspection  | \$ | 95   |   |
| <b>Fees for Work Without a Permit</b>   |    |      |   |
| Work without a permit - First Offense   |    |      | Double the permit fee   |
| Work without a permit - Second and Subsequent Offenses filed in Municipal Court                     |    |      | Triple the permit fee & citation  |
| <b>Expedited Plan Review</b>  |    |      |   |
| Expedited Residential Plan Review (subject to capacity)   | \$ | 125  | per hour  |
| Expedited Commercial Plan Review (subject to capacity)  | \$ | 200  | per hour  |
| <b>Planning, Zoning, Subdivision, Site Development</b>  |    |      |   |
| <b>All planning fees are collected at time of application submission except for inspection fees</b> |    |      |   |
| <b>Annexation</b>   |    |      |   |
| Voluntary Annexation (with notice)  | \$ | 100  | application fee + \$250 review fee + notices  |
| Voluntary Annexation (without notice)   | \$ | 100  | application fee + \$150 review fee  |
| <b>Comprehensive Plan</b>   |    |      |   |
|   | \$ | 100  | application fee + \$250 review fee + notices  |
| Land Use Plan Amendment   | \$ | 100  | application fee + \$250 review fee + notices  |
| Thoroughfare Plan Amendment   |    |      |   |
| <b>Zoning</b>   |    |      |   |
| Re-zoning   | \$ | 100  | application fee + \$250 review fee + notices  |
| Specific Use Permit   | \$ | 100  | application fee + \$250 review fee + notices  |
| Planned Development Initial Submittal   | \$ | 100  | application fee + \$500 review fee, urban design consultant Professional Services Recovery Fee, & notices |
| Planned Development Re-Submittal  | \$ | 300  | review fee for each re-submittal  |
| <b>Appeals</b>  |    |      |   |
|   | \$ | 100  | application fee + \$150 review fee + notices  |
| Variance  | \$ | 100  | application fee + \$150 review fee + notices  |
| Special Exceptions  | \$ | 100  | application fee + \$150 review fee + notices  |
| <b>Zoning Verification Letter</b>   |    |      |   |
|   | \$ | 50   |   |
| <b>Site Development</b>   |    |      |   |
| Site Plan Initial Submittal   | \$ | 100  | application fee + \$300 review fee  |
| Site Plan Re-Submittal  | \$ | 300  | review fee for each re-submittal  |
| Site Development Inspection Fee   | \$ | 0.05 | per sq. ft. of impervious cover paid at plan approval   |
| <b>Subdivision</b>  |    |      |   |
| <u>Final Plats (includes Amended Plats and Re-Plats)</u>  |    |      |   |
| Final Plat Initial Submittal  | \$ | 100  | application fee + \$300 review fee + \$30 per lot   |
| Final Plat Re-Submittal   | \$ | 300  | review fee for each re-submittal  |
| <u>Preliminary Plats</u>  |    |      |   |
| Preliminary Plat Initial Submittal  | \$ | 100  | application fee + \$550 review fee + \$35 per lot   |
| Preliminary Plat Re-Submittal   | \$ | 300  | review fee for each re-submittal  |

# FEE SCHEDULE

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## Subdivision Improvement Plans (Construction Plans)

|  |  |       |  |
|--|--|-------|--|
| Improvement Plans Initial Submittal    | \$   | 500   | application fee + 1% of improvement cost paid prior to plan approval |
| Improvement Plans Re-Submittal         | \$   | 500   | review fee for each re-submittal                                     |
| Improvements Inspection Fee            |  | 3%    | of improvements cost paid at plan approval                           |
| Variance                               | \$   | 100   | application fee + \$150 review fee + notices                         |
| Plat Certification                     | \$   | 50    |  |
| <b>Miscellaneous Fees</b>              |  |       |  |
| Recording Fees (all application types) | Set by Williamson County - paid by applicant |       |  |
| Mailed Notices (all application types) | \$   | 5     | per notice   |
| Pipeline Permit                        | \$   | 2,500 | + Annual Fee (\$3 per rod within right-of-way)                       |

**Professional services recovery fee:** If an outside consultant for the city is required for an applicant's project, the applicant is required to pay the estimated fee for such service prior to such service being conducted and shall pay or receive a refund for the difference between the estimated fee and the actual fee within thirty (30) days of the city's receipt of an invoice from the outside consultant for the services rendered. The city may require that additional fees be deposited when the original fee is exhausted or is projected to be exhausted. In such event, the city shall prepare an estimate of the additional fees for the outside consultant and send the applicant written notice of the additional fees that must be deposited, accompanied by the estimate. The applicant shall pay the estimated additional fee deposit within fifteen (15) days of date of the notice.

## Roadway Impact Fees

### **FOR PROPERTY PLATTED/SUBDIVIDED PRIOR TO FEBRUARY 13, 2014 AND AFTER APRIL 24, 2007**

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

|   |    |          |
|---|----|----------|
| Residential Single Family (1 LUE Equivalency)         | \$ | 480.32   |
| Residential Multi-Family (0.61 LUE Equivalency)       | \$ | 293.00   |
| Retail/Commercial (1000/Sq Ft = 1.73 LUE Equivalency) | \$ | 830.95   |
| Industrial (1000/Sq Ft = 1.01 LUE Equivalency)        | \$ | 485.12   |
| Industrial (1000/SF = 1.01 LUE Equivalency)           |    |          |
| Prison (1000/Sq Ft = 2.40 LUE Equivalency)            | \$ | 1,152.77 |
| Schools (0.09 LUE Equivalency/Student)                | \$ | 43.23    |

### **ROADWAY IMPACT FEES ORDINANCE 2014-03 ADOPTED FEBRUARY 13, 2014**

#### **FOR PROPERTY DEVELOPED AFTER FEBRUARY 13, 2014**

#### **EFFECTIVE FEE**

|                             |    |     |            |
|-----------------------------|----|-----|------------|
| SERVICE AREA ONE (1)        | \$ | 480 | PER L.U.E. |
| SERVICE AREA TWO (2)        | \$ | 318 | PER L.U.E. |
| <u>Sidewalks</u>            |    |     |            |
| Cash-in-Lieu Fee            | \$ | 10  | per Sq Ft  |
| <u>Right-of-way License</u> |    |     |            |
| Original License            | \$ | 350 |            |

#### **Water/Wastewater Impact Fees (For projects platted after 4/24/06)**

\*Applicable Fees in Enterprise and Empowerment Zones are charged at 50% of the posted rates.

\*All fees required in connection with the subdivision ordinance as set forth herein shall be payable at the time of the initial review, in the case of an initial review, or at the time each plat is filed.

| Meter Type | Meter Size  | Ratio to 5/8" | Meter | Water Fee | Sewer Fee | Total Fee  |
|------------|-------------|---------------|-------|-----------|-----------|------------|
| Simple     | 5/8" x 3/4" |               | 1     | \$1,770   | \$1,230   | \$ 3,000   |
| Simple     | 3/4"        |               | 1.50  | \$2,655   | \$1,845   | \$ 4,500   |
| Simple     | 1"          |               | 2.50  | \$4,425   | \$3,075   | \$ 7,500   |
| Simple     | 1-1/2"      |               | 5     | \$8,850   | \$6,150   | \$ 15,000  |
| Simple     | 2"          |               | 8     | \$14,160  | \$9,840   | \$ 24,000  |
| Compound   | 2"          |               | 8     | \$14,160  | \$9,840   | \$ 24,000  |
| Turbine    | 2"          |               | 10    | \$17,700  | \$12,300  | \$ 30,000  |
| Compound   | 3"          |               | 16    | \$28,320  | \$19,680  | \$ 48,000  |
| Turbine    | 3"          |               | 24    | \$42,480  | \$29,520  | \$ 72,000  |
| Compound   | 4"          |               | 25    | \$44,250  | \$30,750  | \$ 75,000  |
| Turbine    | 4"          |               | 42    | \$74,340  | \$51,660  | \$ 126,000 |
| Compound   | 6"          |               | 50    | \$88,500  | \$61,500  | \$ 150,000 |
| Turbine    | 6"          |               | 92    | \$162,840 | \$113,160 | \$ 276,000 |
| Compound   | 8"          |               | 80    | \$141,600 | \$98,400  | \$ 240,000 |
| Turbine    | 8"          |               | 160   | \$283,200 | \$196,800 | \$ 480,000 |
| Compound   | 10"         |               | 115   | \$203,550 | \$141,450 | \$ 345,000 |
| Turbine    | 10"         |               | 250   | \$442,500 | \$307,500 | \$ 750,000 |
| Compound   | 12"         |               | 330   | \$584,100 | \$405,900 | \$ 990,000 |

#### Tap Fees

|                   |    |       |         |
|-------------------|----|-------|---------|
| <u>Water Taps</u> |    |       |         |
| 1"                | \$ | 1,513 | per tap |
| 1 1/2"            | \$ | 1,909 | per tap |
| 2"                | \$ | 2,122 | per tap |

#### Sewer Taps

# FEE SCHEDULE

FY 2022 Budget

|   |                     |          |                          |
|---|---------------------|----------|--------------------------|
| 4"  | \$                  | 1,473.82 | per tap                  |
| 6"  | \$                  | 1,640.27 | per tap                  |
| <u>Meter Fees</u>   |                     |          |                          |
| The Meter fees are pass through costs and these prices are subject to change  |                     |          |                          |
| Standard residential water meter  | \$                  | 275      |                          |
| Non standard meters vary in price. Please contact the Permit Technician for the cost of a non standard meter  | \$ price on request |          |                          |
| <b><u>POLICE DEPARTMENT</u></b>   |                     |          |                          |
| <u>Accident Report</u>  | \$                  | 6        | Per report               |
| CD of Report  | \$                  | 5        | Per CD                   |
| Certified Copy of Report  | \$                  | 8        | Per Report               |
| <u>Dispatching fee for other jurisdiction -</u>   |                     |          |                          |
| By contract as negotiated by City Manager and approved by City Council  |                     |          |                          |
| <u>Fingerprinting Service</u>   | \$                  | 10       | Per set                  |
| <u>Police Report</u>  | \$                  | 0.10     | Per Page, After 50 Pages |
| DVD's   | \$                  | 3.00     |                          |
| CD's  | \$                  | 1.00     |                          |
| Police unit (vehicle)   | \$                  | 25       | Per hour                 |
| Security fee for off-duty police officer (3 hrs/officer minimum)  | \$                  | 42       | Per hour                 |
| <b><u>SOLID WASTE COLLECTION</u></b>  |                     |          |                          |
| Collected by City on monthly utility bill. Pick up once per week.   |                     |          |                          |
| <u>Residential</u>  |                     |          |                          |
| Fees calculated at <b>Base Fee/month + Franchise Fee (10%) + Sales Tax(8.25%)</b>   |                     |          |                          |
| <u>Container Size:</u>  |                     |          |                          |
| Single 96 gallon cart   | \$                  | 12.45    | Base Fee/month           |
| Each additional cart  | \$                  | 4.05     | Base Fee/month           |
| <u>Curbside Recycling (pickup every other week):</u>  |                     |          |                          |
| Single 96 gallon cart   | \$                  | 3.36     | Base Fee/month           |
| Each additional cart  | \$                  | 3.36     | Base Fee/month           |
| Multi-Family Resident - Single User   | \$                  | 7.25     | Base Fee/month           |
| Multi-Family Resident - Multiple Users  | \$                  | 16.50    | Base Fee/month           |
| Customer requesting a one time additional waste/bulk item(s) collection (in additional to normal service) will be advised of a one-time additional charge prior to the scheduling of the additional pickup. Pricing determined by service provider. |                     |          |                          |
| <u>Commercial</u>   |                     |          |                          |
| Fees calculated at <b>Base Fee/month + Franchise Fee (10%) + Sales Tax (8.25%)</b>  |                     |          |                          |
| <u>Container Size:</u>  |                     |          |                          |
| <b>96 Gallon Cart (additional pick up is \$25):</b>   |                     |          |                          |
| One X Per week pick up  | \$                  | 19.55    | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 28.00    | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 34.12    | Base Fee/month           |
| Four X s Per week pick up   | \$                  | 42.67    | Base Fee/month           |
| Five X s Per week pick up   | \$                  | 52.89    | Base Fee/month           |
| <b>2 Cubic Yards (additional pick up is \$25):</b>  |                     |          |                          |
| One X Per week pick up  | \$                  | 54.15    | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 89.66    | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 110.97   | Base Fee/month           |
| <b>3 Cubic Yards (additional pick up is \$35):</b>  |                     |          |                          |
| One X Per week pick up  | \$                  | 70.87    | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 123.28   | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 175.56   | Base Fee/month           |
| Four X s Per week pick up   | \$                  | 206.56   | Base Fee/month           |
| Five X s Per week pick up   | \$                  | 256.08   | Base Fee/month           |
| <b>4 Cubic Yards (additional pick up is \$45):</b>  |                     |          |                          |
| One X Per week pick up  | \$                  | 89.66    | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 156.88   | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 226.97   | Base Fee/month           |
| Four X s Per week pick up   | \$                  | 273.14   | Base Fee/month           |
| Five X s Per week pick up   | \$                  | 354.74   | Base Fee/month           |
| <b>6 Cubic Yards (additional pick up is \$55):</b>  |                     |          |                          |
| One X Per week pick up  | \$                  | 112.06   | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 184.98   | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 274.57   | Base Fee/month           |
| Four X s Per week pick up   | \$                  | 309.00   | Base Fee/month           |
| Five X s Per week pick up   | \$                  | 377.29   | Base Fee/month           |
| <b>8 Cubic Yards (additional pick up is \$65):</b>  |                     |          |                          |
| One X Per week pick up  | \$                  | 136.36   | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 225.99   | Base Fee/month           |
| Three X s Per week pick up  | \$                  | 317.51   | Base Fee/month           |
| Four X s Per week pick up   | \$                  | 390.93   | Base Fee/month           |
| Five X s Per week pick up   | \$                  | 493.34   | Base Fee/month           |
| <b>10 Cubic Yards (additional pick up is \$75):</b>   |                     |          |                          |
| One X Per week pick up  | \$                  | 166.23   | Base Fee/month           |
| Two X s Per week pick up  | \$                  | 261.50   | Base Fee/month           |

# FEE SCHEDULE

FY 2022 Budget

|  |                             |        |   |
|--|-----------------------------|--------|---|
| Three X s Per week pick up   | \$                          | 362.34 | Base Fee/month  |
| Four X s Per week pick up  | \$                          | 468.79 | Base Fee/month  |
| Five X s Per week pick up  | \$                          | 618.23 | Base Fee/month  |
| <u>Roll Offs - include the following: (Delivery Charge + Daily Rental + Haul Cost)</u>                               |                             |        |   |
| <u>Delivery Charge:</u>  |                             |        |   |
| *Delivery Charge is calculated at <b>Fee per delivery + Franchise Fee (10%) + Sales Tax (8.25%)</b>                  |                             |        |   |
| 20 yd Roll-Off   | \$                          | 130.54 | Fee per delivery  |
| 30 yd Roll-Off   | \$                          | 130.54 | Fee per delivery  |
| 40 yd Roll-Off   | \$                          | 130.54 | Fee per delivery  |
| <u>Daily rental:</u>   |                             |        |   |
| *Daily Rental is calculated at <b>Rate/day + Franchise Fee (10%) + Sales Tax (8.25%)</b>                             |                             |        |   |
| 20 yd Roll-Off   | \$                          | 2.02   | Rate/day  |
| 30 yd Roll-Off   | \$                          | 2.02   | Rate/day  |
| 40 yd Roll-Off   | \$                          | 2.02   | Rate/day  |
| <u>Haul cost:</u>  |                             |        |   |
| *Haul Cost is calculated at <b>Cost per haul + Franchise fee (10%) + Sales Tax (8.25%)</b>                           |                             |        |   |
| 20 yd Roll-Off   | \$                          | 401.67 | Cost per haul   |
| 30 yd Roll-Off   | \$                          | 481.99 | Cost per haul   |
| 40 yd Roll-Off   | \$                          | 562.32 | Cost per haul   |
| <u>One time collection of Bulky wastes on call for 2 cu yd, 3 cu yd, 4 cu yd, 6 cu yd, 8 cu yd or 10 Cubic yards</u> |                             |        |   |
| Delivery Charge  | \$                          | 75.05  | Fee/delivery  |
| Daily Rental   | \$                          | 4.50   | Rate/day  |
| Haul cost  | \$                          | 75.05  | Cost per haul   |
| Industrial Solid Waste Collection Services - collected by service provider   |                             |        |   |
| <u>Spring and Fall cleanup</u>   |                             |        |   |
| Per Standard pick-up truck load  | \$                          | 10     |   |
| Trailer (16' to 18')   | \$                          | 20     |   |
| <u>Assessments</u>   |                             |        |   |
| Lot clean up   | Actual cost + 10% admin fee |        |   |
| Paving assessment  | n/a                         |        |   |
| <u>Lien Fees</u>   |                             |        |   |
| Filing of Lien with Williamson County  | Per current County rate     |        |   |
| Release of Lien with Williamson County   | Per current County rate     |        |   |
| <u>Waste Hauling</u>   |                             |        |   |
| Liquid waste hauler discharge permit   | \$                          | 100    | each year (1) vehicle   |
|  | \$                          | 25     | each additional vehicle   |
| Discharge fee  | \$                          | 0.05   | (or \$50.00 per 1,000 gals.)<br>per gallon (based on the size of tanker). |

For Special Industrial Wastes that are manifested by State regulation, excluding water or wastewater treatment plant sludge, the rate per haul of a roll off container

\$ 210

Disposal charges shall be determined following receipt of a waste profile determining handling and classification of the specific waste stream.

Rates are subject to modification by City approval.

## UTILITIES

Deposits for all single family, commercial, industrial, irrigation accounts per connection.

\*Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

| Meter Size  | Avg. Gallons consumption/month** | Deposit Amount |
|-------------|----------------------------------|----------------|
| 5/8" x 3/4" | <10,000                          | \$ 110         |
| 3/4"        | <10,000                          | \$ 132         |
| 1"          | <10,000                          | \$ 143         |
| 1½"         | <15,000                          | \$ 193         |
| 2"          | <15,000                          | \$ 248         |
| 3"          | <15,000                          | \$ 302         |
| 4"          | <25,000                          | \$ 468         |
| 6"          | <25,000                          | \$ 688         |
| 8"          | <50,000                          | \$ 1,128       |
| 10"         | <75,000                          | \$ 1,678       |
| 12"         | <150,000                         | \$ 2,778       |

\*\*If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

Deposits for all multi-family dwelling accounts per connection.

\*Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

| Meter Size  | Avg. Gallons consumption/month** | Deposit Amount calculated as follows: |
|-------------|----------------------------------|---------------------------------------|
| 5/8" x 3/4" | <10,000                          | \$ 110 +(((# units -1) x 0.7)x\$100)  |
| 3/4"        | <10,000                          | \$ 132 +(((# units -1) x 0.7)x\$100)  |
| 1"          | <10,000                          | \$ 143 +(((# units -1) x 0.7)x\$100)  |
| 1½"         | <15,000                          | \$ 193 +(((# units -1) x 0.7)x\$100)  |
| 2"          | <15,000                          | \$ 248 +(((# units -1) x 0.7)x\$100)  |
| 3"          | <15,000                          | \$ 302 +(((# units -1) x 0.7)x\$100)  |
| 4"          | <25,000                          | \$ 468 +(((# units -1) x 0.7)x\$100)  |

\*\*If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

#### Backflow Prevention

|                |    |    |
|----------------|----|----|
| Initial Permit | \$ | 28 |
|----------------|----|----|

#### Water Rates

#### **Rates for all single family, commercial, industrial and irrigation accounts per connection.**

Total monthly charges include the minimum base rate plus block rate structure for single family, commercial, and industrial.

#### **Base Rate**

| <u>Meter Size</u>            | <u>Monthly Minimum Charge</u> |                    |
|------------------------------|-------------------------------|--------------------|
| 5/8" x 3/4"                  | \$                            | 35.48              |
| 1"                           | \$                            | 59.26              |
| 1½"                          | \$                            | 88.67              |
| 2"                           | \$                            | 141.92             |
| 3"                           | \$                            | 283.86             |
| 4"                           | \$                            | 443.51             |
| 6"                           | \$                            | 888.07             |
| Living Unit Equivalent (LUE) | \$                            | 15.03 for each LUE |

#### **Residential:**

|         |                                  |    |      |
|---------|----------------------------------|----|------|
| Block 1 | per kgals. (0-2,000 gallons)     | \$ | 3.61 |
| Block 2 | per kgals. (2001-5,000 gallons)  | \$ | 3.97 |
| Block 3 | per kgals. (5,001-9,000 gallons) | \$ | 4.31 |
| Block 4 | per kgals. (above-9,000 gallons) | \$ | 5.04 |

#### **Non-Residential:**

|         |                                     |    |      |
|---------|-------------------------------------|----|------|
| Block 1 | per kgals. (0-15,000 gallons)       | \$ | 4.87 |
| Block 2 | per kgals. (15,001-45,000 gallons)  | \$ | 5.36 |
| Block 3 | per kgals. (45,001-120,000 gallons) | \$ | 5.90 |
| Block 4 | per kgals. (above-120,000 gallons)  | \$ | 6.33 |

|                 |                                   |    |                        |
|-----------------|-----------------------------------|----|------------------------|
| Irrigation:     | All usage (minimum 1,000 gallons) | \$ | 7.62 per 1,000 gallons |
| Bulk Water Rate |                                   | \$ | 6.79 per 1,000 gallons |

#### Sewer Rates

#### **Rates for all Single Family Dwelling accounts per connection.**

Total "charge" includes monthly minimum **plus \$7.01**-per 1,000 gallons .

Usage is based on three consecutive months average water billing during low use period (December, January and February).

| <u>Meter Size</u> | <u>Monthly Minimum Charge</u> |
|-------------------|-------------------------------|
| 5/8" x 3/4"       | \$ 31.73                      |
| 1"                | \$ 31.73                      |
| 1½"               | \$ 31.73                      |
| 2"                | \$ 31.73                      |
| 3"                | \$ 31.73                      |
| 4"                | \$ 31.73                      |
| 6"                | \$ 31.73                      |

#### **Rates for all multi- family dwelling, commercial and industrial accounts per connection.**

Total monthly charge includes monthly minimum plus **\$7.01**-per 1,000 gallons.

| <u>Meter Size</u> | <u>Monthly Minimum Charge</u> |
|-------------------|-------------------------------|
| 5/8" x 3/4"       | \$ 31.73                      |
| 1"                | \$ 31.73                      |
| 1½"               | \$ 31.73                      |
| 2"                | \$ 31.73                      |
| 3"                | \$ 31.73                      |
| 4"                | \$ 31.73                      |
| 6"                | \$ 31.73                      |

#### Additional Utility Service Fees:

|  |    |     |
|--|----|-----|
| Administrative/Processing Fee  | \$ | 28  |
| After Hours Connection Fee   | \$ | 55  |
| Connect Fees   | \$ | 28  |
| Fire Hydrant Meter-Base Fee (no consumption included)                              | \$ | 110 |
| Fire Hydrant Meter-Deposit   | \$ | 660 |
| Late Fee (Applied to balance of account if not paid by due date indicated on bill) |    | 10% |
| Lock Fee   | \$ | 28  |
| Meter Flow Test-In-House   | \$ | 44  |
| Plugged/Pulled Meter Fee   | \$ | 83  |
| Reconnect Fee  | \$ | 28  |
| Reread Fees  | \$ | 22  |
| Return Check & NSF Electronic Draft Fees   | \$ | 33  |
| Return Trip Fee  | \$ | 22  |
| Third Party Meter Flow Test-Commercial   | \$ | 193 |
| Third Party Meter Flow Test-Residential  | \$ | 105 |
| Transfer Fee   | \$ | 22  |
| Unauthorized Usage Fee (customer turns water back on to avoid the after charge)    | \$ | 83  |

#### Municipal Drainage Utility System

|  | <u>Monthly Rate</u> |               |
|--|---------------------|---------------|
| Equivalent Residential Unit (ERU)                          | \$                  | 3 Per ERU     |
| Residential (includes multi-family) = 1 ERU/Unit           | \$                  | 3 minimum fee |
| Non-residential= \$3.00 per 2,500 sq ft of impervious area | \$                  | 3 minimum fee |

**Transportation User Fee TRIP FACTOR INDEX**  
**TRANSPORTATION USER FEE SCHEDULE**

| Category               | Units           | Trip Factor | Subcategories  |
|------------------------|-----------------|-------------|--|
| Building Materials     | 1,000 SF        | 4.49        | Building Materials and Lumber Store, Hardware/Paint Store, Nursery   |
| Convenience Market     | 1,000 SF        | 34.57       | Convenience Market (no gas pumps), Convenience Market with Gas Pumps, Gasoline/Service Station   |
| Medical Office         | 1,000 SF        | 3.57        | Medical-Dental Office Building, Clinic, Veterinary Hospital/Veterinary Clinic  |
| Restaurant             | 1,000 SF        | 11.15       | Restaurant, Drinking Place   |
| Fast Food              | 1,000 SF        | 26.15       | Fast Food Restaurant w/out Drive-Thru Window, Fast Food Restaurant with Drive-Thru Window, Donut Place w/out Drive-Thru Window, Donut Place with Drive-Thru Window |
| Hospital/Nursing Home  | 1,000 SF        | 0.74        | Hospital, Nursing Home   |
| Indoor Recreation      | 1,000 SF        | 3.53        | Bowling Alley, Movie Theater, Health Fitness Club  |
| Lodging                | Rooms           | 0.47        | Hotel, Motel   |
| Business Office        | 1,000 SF        | 1.29        | General Office Building, Single Tenant Office Building, United States Post Office, Research and Development Center, Business Park                                  |
| Bank                   | 1,000 SF        | 12.13       | Walk-In Bank, Drive-In Bank  |
| Salon                  | 1,000 SF        | 1.93        | Hair Salon   |
| General Retail         | 1,000 SF        | 3.71        | Shopping Center, Apparel Store, Arts and Craft Store, DVD/Video Rental   |
| Auto Part/Service/Wash | 1,000 SF        | 4.46        | Quick Lubrication Vehicle Shop, Self Service Car Wash, Automated Car Wash, Automobile Parts Sales, Automobile Parts and Service                                    |
| Large School/Day Care  | students        | 0.2         | All schools w/greater than 50 students   |
| Day Care               | 1,000 SF        | 12.46       | Daycare Center (less than 50 students)   |
| Supermarket/Pharmacy   | 1,000 SF        | 8.4         | Supermarket, Pharmacy/Drugstore  |
| Prison                 | 1,000 SF        | 2.91        | Prison   |
| Superstore             | 1,000 SF        | 4.35        | Free-Standing Discount Superstore  |
| Outdoor Recreation     | acres/campsites | 0.3         | Campground/RV Park, Golf Course, Arena   |
| Car Sales              | 1,000 SF        | 2.62        | New Car Sales  |
| Warehousing            | 1,000 SF        | 0.32        | Warehousing  |
| Industrial             | 1,000 SF        | 0.73        | General Light Industrial, General Heavy Industrial, Manufacturing, Utilities   |



|                             | Monthly Base Trip Rate | Monthly Charge |
|-----------------------------|------------------------|----------------|
| <b>Nonresidential Tiers</b> |                        |                |
| Tier I*                     | 0-8.99                 | \$25.00        |
| Tier II                     | 9.00-13.65             | \$33.00        |
| Tier III                    | 13.66-27.30            | \$50.00        |
| Tier IV                     | 27.31-53.99            | \$67.00        |
| Tier V                      | 54.00-102.00           | \$84.00        |
| Tier VI                     | 102.01+                | \$133.00       |
| <b>Residential</b>          |                        |                |
| Single Family               | flat rate              | \$8.00         |
| Multi-Family                | flat rate              | \$8.00         |

Calculation: Trip factor times square foot divided by 1,000 square foot=rate

\*All churches will be placed in Tier I

[FY 2022 Fee Schedule Adjustments - 8-13-21.xlsx \(taylor.tx.us\)](#)



## Ordinances

|                  |     |
|------------------|-----|
| Budget Ordinance | 287 |
| Tax Ordinance    | 288 |
| Fee Ordinance    | 290 |

## ORDINANCE NO. 2021-20

**AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF TAYLOR, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022.**

**WHEREAS**, the City Manager of the City of Taylor, Texas, has heretofore submitted, in accordance with the state law and the City's Charter, a budget for said City, for the fiscal year beginning October 1, 2021 and ending September 30, 2022; and

**WHEREAS**, a public hearing on such budget was held on September 9, 2021, was given notice and made in accordance with the law and within the time limits set forth by law; and

**WHEREAS**, such public hearing was held prior to the final adoption of this ordinance.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:**

**SECTION 1.** The attached budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, is hereby in all things approved and adopted and it shall be effective as of October 1, 2021.

**SECTION 2.** The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended, and the Act.

**SECTION 3.** That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

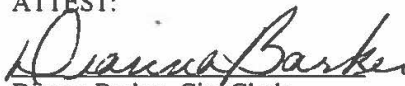
**SECTION 4.** In accordance with Article VIII of the City Charter, Ordinance No. 2021-20 was introduced before the City Council on August 26, 2021.

**PASSED, APPROVED, and ADOPTED** on the 9 day of September, 2021.



Brandt Rydell, Mayor  
Taylor City Council

ATTEST:



Dianna Barker, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Ted Hejl, City Attorney

## ORDINANCE NO. 2021-21

**AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF TAYLOR, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE FISCAL YEAR 2022.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:**

**SECTION 1.** That there is hereby levied and there shall be collected for the maintenance and operation of the municipal government of the City of Taylor, Texas for the Fiscal Year 2022 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **\$0.569637** cents on each One Hundred Dollars (\$100.00) valuation of property.

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE**

**THIS TAX RATE WILL EFFECTIVELY BE RAISED BY 4.98 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$27.05**

**SECTION 2.** That there is hereby levied and there shall be collected for the City of Taylor, Texas, to provide for Interest and Sinking Funds for the Fiscal Year 2022 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **\$0.195478** cents on each One Hundred Dollars (\$100.00) valuation of property.

**SUMMARY**

|  |                   |
|--|-------------------|
| Maintenance and Operation<br>of the Municipal Government | <b>\$0.569637</b> |
| Interest and Sinking                                     | <b>\$0.195478</b> |
| Total Tax per \$100.00 of valuation                      | <b>\$0.765115</b> |

**SECTION 3.** All monies collected under this ordinance for the specific items herein named, be and the same are hereby appropriated and set apart for the specific purpose indicated in each item and that the Assessor and Collector of Taxes, and the City Director of Finance shall keep these accounts so as to readily and distinctly show the amount collected, the amounts expended and the amount on hand at any time, belonging to such funds. All receipts for the City not specifically apportioned by this ordinance are hereby made payable to the General Fund of the City.

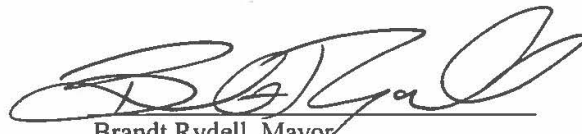
**SECTION 4.** The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**SECTION 5.** A delinquent tax accrues interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid.

**SECTION 6.** That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

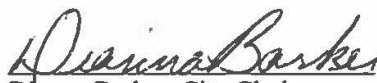
**SECTION 7.** In accordance with Article VIII, of the City Charter, Ordinance No. 2021-21 was introduced before the City Council on August 26, 2021.

**PASSED, APPROVED, and ADOPTED** on the 9 the day of September, 2021.



Brandt Rydell, Mayor  
Taylor City Council

ATTEST:



Dianne Barker, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Ted Hejl, City Attorney

## ORDINANCE NO. 2021-23

AN ORDINANCE AMENDING ORDINANCE NO. 2020-11 ADOPTED ON SEPTEMBER 24, 2020 BY CHANGING CERTAIN RATES AND OTHER SERVICES PROVIDED BY THE CITY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:

**SECTION 1.0** That the certain rates and fees for services provided by the city, for the support of the general government of the City of Taylor, Texas be amended in accordance with the changes shown in the attached Exhibit A – FY 2022 Fee Schedule.


**SECTION 2.0** That the amendment, as shown in words and figures in Exhibit A, is hereby approved in all aspects and adopted as an amendment to Ordinance No. 2020-11.

**SECTION 3.0** All other provisions of Ordinance No. 2020-11 shall remain in full force and effect.


**SECTION 4.0** In accordance with Article VIII of the City Charter, Ordinance 2021-23 was introduced before the Taylor City Council on the 9<sup>th</sup> day of September, 2021.

**SECTION 5.0** This Ordinance shall be in full force and effect beginning October 1<sup>st</sup>, 2021.

PASSED, APPROVED, and ADOPTED on the 23 day of September 2021.

  
Brandt Rydell, Mayor

ATTEST:

  
Dianna Barker, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Ted Hejl, City Attorney

Ordinance 2021-23 Fee Ord. Amendment



## Glossary

**Accrual Basis** – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**Accrued Expenses** - Expenses incurred but not due until a later date.

**ACH**- See Automated Clearing House.

**ADA**- American Disability Act

**Adjustment to Base (ATB)** - items are additional service programs, personnel, and/or equipment that was not part of, nor approved as a continuing program in previous budgets.

**Ad Valorem Tax – (current)** All property, real personal, mixed tangible, intangible, annexations, additions, and improvements to property located within the taxing units jurisdiction that are subject to taxation on January 1 of the current fiscal year. Following the final passage of the appropriations ordinance, the City Council set the tax rate and levy for the current fiscal year beginning October 1 and continuing through the following September 30.

**Ad Valorem Tax – (delinquent)** All taxes are due on receipt of bill and are delinquent if not paid before February 1<sup>st</sup> of the fiscal year in which it is imposed.

**Ad Valorem Tax – (penalty and interest)** A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus a one (1%) percent for each additional month of portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent.

**Annual Comprehensive Financial Report (ACFR)** – The financial report that encompasses all funds and component units of the government. The ACFR should contain (a) the basic financial statements and required supplementary information, (b) combining statements to support columns in the basic financial statements that aggregate information from more than one fund or component unit, and (c) individual funds statements as needed.

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

**Arbitrage** - The simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

**Assessed Valuations** – A valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the Williamson County Appraisal District).



**Asset** – A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events. A current asset is cash or readily convertible into cash within a one-year time frame.

**Audit** – A comprehensive review of the manner in which the government’s resources were actually utilized. A certified public accountant issues an opinion over the presentation of financial statements, tests the controls over the safekeeping of assets and makes recommendations for improvements where necessary.

**Automated Clearing House (ACH)** - The direct fund transfer authorization from one bank account to another.

**Authorized Position** - Employee positions in the adopted budget to be filled during the year.

**Available (Undesignated) Fund Balance**- This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

**AWOS** – Automated Weather Observation System.

**Balanced Budget** – Budget in which income equals expenditure.

**Base Budget**- A recurring set of funds provided to a department at the onset of each budget period. The base budget is used to keep the department functioning, and is derived from the previous year's spending and adjustments such as inflation.

**Bench Mark** – A comparison of performance across many organizations in order to better understand one’s own performance.

**Beginning Fund Balance** – Cash available in a fund from the prior year after payment of the prior year’s expenses and deductions for prior year encumbrances.

**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, together with periodic interest at a specified rate.

**Bond, General Obligation (G.O.)** – Bond backed by the full faith, credit taxing power of the government.

**Bond, Revenue** - Bond backed only by the revenues from a specific enterprise or project, such as a hospital or toll road.

**Bonded Debt** – That portion of indebtedness represented by outstanding bonds.

**Budget** – A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the proposed means of financing them.

**Budgetary Basis**- This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

**Budget Calendar** – The schedule of key dates or milestones that the City follows in the preparation, adoption and administration of the budget.

**Budget Category** – A group of expenses related by function. The City uses five budget categories including: Salaries and Benefits, Supplies and Materials, Repair and Maintenance, Other Services and Charges, and Capital Outlay.

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

**Budget Message** - The opening section of the Annual Budget that provides the City Council and the public with an overview of the important aspects of the budget.

**CAPCOG** – Capital Area Council of Governments

**Capital Asset** – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**Capital Expenditures** – Outflows of spend-able resources for the acquisitions of long-term assets.

**Capital Improvements Program** – A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government’s long-term needs.

**Capitalized Lease Proceeds** – Financing obtained through a three of seven-year leasing program for durable equipment and rolling stock.

**Capital Outlay** – Fixed asset which have a value of \$5,000 or more and have a useful economic lifetime of more than one year.

**Capital Projects Fund** – A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities or equipment.

**Capital Recovery Fee** – see Impact Fee

**Cash Basis** – A basis of accounting under which transactions are recognized only when cash changes “hands”.

**CDBG** – Community Development Block Grant

**CDC** – Community Development Corporation

**Certificate of Obligation (C.O.)** – A form of general obligation debt.

**Certified Tax Roll** – A list of all taxable properties, values, and exemptions in the City. This roll is established by the Williamson County Appraisal District.

**CIP** – Capital Improvement Projects.

**COBRA** -Consolidated Omnibus Budget Reconciliation Act.

**Comprehensive Plan Implementation Committee (CPIC)** is a committee made up of town residents. The CPIC is responsible for ensuring that the implementation of the Comprehensive Plan accurately reflects the interests of the community and the work is synthesized into final, consistent policies and ordinances.

**Consumer Price Index** - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in cost of living (i.e., economic inflation).

**Contingency** – A budgetary appropriation reserve set aside for emergencies or unforeseen expenditures not budgeted.

**Contingency Reserves** – A portion of the budgeted ending fund balance or working capital that is not available for appropriation. The intent of the reserves is to provide flexibility, should actual revenues fall short of budgeted revenues and to provide adequate resources to implement budgeted expenditures without regard to the actual cash flow of the fund.

**Contractual Services** – Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include maintenance agreements and professional consulting services.

**Council-Manager Government** - Form of government where an elected city council is responsible for making policy, passing ordinances, voting appropriations, and having overall supervisory authority in the city government.

**Current Taxes** – Taxes levied for and due in the current budget period.

**Debt Limit**- The maximum amount of gross net of debt which is legally permitted.

**Debt Service Fund** – A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal interest.

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

**Delinquent Taxes** – Taxes remaining unpaid on and after the date due.

**Demand** – Reflects the scope of a program in terms of population or user activity.

**Department** – A logical division or classification of activities within the City. (e.g., Police Department, Community Development, etc.)

**Depreciation** – The process of estimating and recording the lost usefulness, expired useful life or diminution of service from fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation, or the reserve cost, in order to replace the item at the end of its useful life.

**Distinguished Budget Presentation Awards Program** – A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

**Division** – A separately budgeted segment of a department.

**EEOC** - Equal Employment Opportunity Commission

**Encumbrance** – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

**Ending Fund Balance** - The unencumbered cash remaining in a fund at the end of the fiscal year

**EPA** – Environmental Protection Agency

**Enterprise Fund** - Self-supporting government fund that sells goods and services to the public for a fee

**Expenditure** – The actual outflow of funds paid for an asset obtained or goods and services obtained

**FMLA** - Family Medical Leave Act

**Fiduciary Fund** – A governmental fund used to account for assets held by a governmental entity in a trustee capacity or as an agent for individuals, private organizations, and/or other governmental units

**Filing Fee** – A processing and review fee charge when any map (or plat) is tender to the planning department.

**Fiscal** – Pertaining to finances in general

**Fiscal Year** – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Taylor has specified October 1 to September 30 as its fiscal year.

**Fixed Assets** – Assets of a long-term character, that are intended to continue to be held or used such as land, buildings, and improvements other than buildings, machinery, and equipment.

**Franchise** – A special privilege granted by a government permitting the continuing use of public property and rights-of-way, such as city streets.

**Full Faith and Credit** – A pledge of the general taxing power of the city to repay debt obligations. This term is typically used in reference to general obligation bonds.

**Full-Time Equivalent** – The numeric breakdown of city positions. A regular full-time employee (40 hours per week) equals one (1.0) full-time equivalent. Part-time positions are calculated as 0.5 full-time equivalents.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

**Fund Balance** – The excess of assets over liabilities in a governmental fund

**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 police and fire protection, parks and recreation, library services, street maintenance and general administration.

**General Obligation (G.O.) Bonds**– Bonds for the payment of which the full faith and credit of the City is pledged.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards of and guidelines to financial accounting and reporting. These principles: govern the form and content of the basic financial statements of an entity; encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time; include not only broad guidelines of general application, but also detailed practices and procedures; and provide a standard by which to measure financial presentations.

**GIS** – Geographic Information System

**Goals** – Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g., financial condition, service levels provided, etc.)

**GASB - Governmental Accounting Standard Board**

**Governmental Funds** – Funds, within a governmental accounting system, that support general tax supported governmental activities.

**Government Finance Officers Association (GFOA)** - An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored the Certificate of Achievement for Excellence in Financial Reporting Program since 1946.

**Grants** – Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity, or facility.

**HIPPA** - Health Insurance Portability and Accountability Act

**House Bill 3195**- House Bill passed during the 80<sup>th</sup> Legislative Session requiring the city council or county commissioner's court to identify at the budget stage that the proposed budget anticipates raising more total property taxes than the year before. The bill also requires a separate ratification vote to adopt a budget that raises more total property taxes than in the previous year.

**Hotel/Motel Tax** – Pursuant to State law, a tax is levied upon the cost of occupancy of any room or space furnished by any hotel/motel. The current rate of taxation is 13% (7% of which is paid to the City and budgeted for limited uses and 6% of which is collected by the State).

**I&S G.O. Bond Fund** – Interest and Sinking General Obligation Bond Fund (See also Debt Service Fund)

**Impact Fee** – A fee assessed to new water and wastewater service connections. Fees are to be used for specific water and wastewater system improvements and are accounted for in the Water/Wastewater Utility Impact Fee account group.

**Income** – Funds available for expenditure during a fiscal year.

**Infrastructure** – Substructure or underlying foundation of the City (e.g., streets, utility lines water and wastewater treatment facilities, etc.)

**Inputs** – A program performance indicator that measures the amount of resources expended or consumed by the program in the delivery of service during the fiscal year.

**Interfund Transfers** – Amounts transferred from one fund to another.

**Intergovernmental Revenue**- Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**Internal Service Funds**- A proprietary fund used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

**Investments** – Securities and real estate held for the generation of revenue in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

**Legal Debt Margin** - The excess of the amount of debt legally authorized over the amount of debt outstanding.

**Levy** – (Verb) To impose taxes, special assessments, or special charges for the support of governmental activities.  
(Noun) The total amount of taxes, special assessments, or special charges imposed by a government.

**Liability** – Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events. Current liabilities are expected to require the use of cash within a one-year time frame.

**Line-Item Budget** – A budget that itemizes each expenditure category (personnel, supplies, contract services, capital outlay, etc.) separately, along with the dollar amount budgeted for each specified category.

**Long-Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**Major Fund** - funds whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds

**MDUS** – Municipal Drainage Utility System

**Modified Accrual Basis** – The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under this basis, revenues are recognized when they become both “measurable” and “available to finance expenditures within the current period”. Expenditures are recognized when the related fund liability is incurred except for: (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earning on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

**Objectives** – Specific, measurable targets set in relation to goals.

**Open Meeting Law**- Law that states that every regular, special, or called meeting of a governmental body shall be open to the public. Written notice of the time, date, place, and subject of each meeting must be posted in an accessible place to the public at least 72 hours before the meeting.

**Operating Budget** – Plans of current, day-to-day expenditures and the proposed means of financing them.

**Ordinance** – A formal legislative enactment by the governing board of a municipality. If an ordinance is not in conflict with any higher form of law, such as a state statute or constitution provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter is less formal and has a lower legal “status”. Ordinarily, statutes or characters will specify or imply those legislative actions that must be by ordinance and those which may be by resolution.

Revenue raising measures such as these required for imposition of taxes, special assessments and service charges, universally require ordinances.

**Pass-Through Grants** – Grants and other financial assistance received by a governmental entity to transfer to or spend on behalf of a secondary recipient.

**Performance Budget** – A budget where expenditures are based primarily on measurable performance of activities and work programs.

**Performance Indicators** – Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

**Performance Measures** – Specific quantitative and qualitative measures of work performed as an objective of the department.

**Permanent Fund** - Used to account for the financial resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that benefit the government or its citizens

**Program** – A logical division or classification of activities within the City or within a Department. See also Department.

**Property Tax** – Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

**Proprietary Fund** – Funds, within a governmental accounting system, that operate like business entities. These Funds are characterized as either enterprise or internal service funds.

**Reserve** – A portion of fund restricted for a specific purpose and is, therefore, not available or recommended for general appropriation.

**Retained Earnings** – An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

**Revenue** – Funds received as income. It includes such items as tax payments, fees from specific services, fines, franchise fees, etc.

**Revenue Bond** – Bond whose principal and interest are payable exclusively from user fees (e.g., Water and Wastewater utility rates)

**Resolution**- A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.



**Sales Tax** – Levied on applicable sales of goods and services at the rate of 8.25 percent in Taylor. The City receives revenue from the sales tax at the rate of 1.5 percent. The Taylor Economic Development Corporation received revenue from sales tax at the rate of .5 percent. Revenue from the remaining portion of the rate is collected by the State.

**Service Charges** – Service charges are allocated to all Enterprise Fund activities (e.g., water/sewer) for indirect management and administrative support provided by General Fund departments.

**Special Revenue Fund** – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purpose (e.g., Hotel/Motel Special Revenue Fund).

**Standard Operating Procedures**- Step-by-step instructions on how to perform a task or job.

**TAV** – Taxable assessed valuations.

**TISD** - Taylor Independent School District

**Taxes** – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

**Tax Rate** – The amount of tax stated in terms of a unit of the tax base (e.g., cents per hundred dollars valuation).

**TCAT** - Temple College at Taylor

**TAKS** - Texas Assessment of Knowledge Test

**TCEQ** – Texas Commission of Environmental Quality

**TEA** - Texas Education Agency

**TEDC** – Taylor Economic Development Corporation

**TMRS** -Texas Municipal Retirement System

**TUF**- Transportation User Fee

**Transfer In/Out** – Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**Undesignated Fund Balance** – The excess of a fund’s assets over its liabilities and reserves which has not been officially assigned a particular purpose by the governmental board.

**Unreserved Fund Balance** – The portion of a fund’s balance that is not restricted for a specific purpose and is available for general appropriation.

**User Charges** – The payment of a fee for direct receipt of a public service by the party who benefits from the service.

**Utility Fund** – See Water/Wastewater Utility Fund

**Water/Wastewater Utility Fund** – A governmental accounting fund better known as an enterprise fund or proprietary 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 ensure that revenues are adequate to meet all necessary expenditures.

**Williamson County Appraisal District (WCAD)**– Established under state law granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the Taxing unit.

**Working Capital** – The excess of current assets over current liabilities.