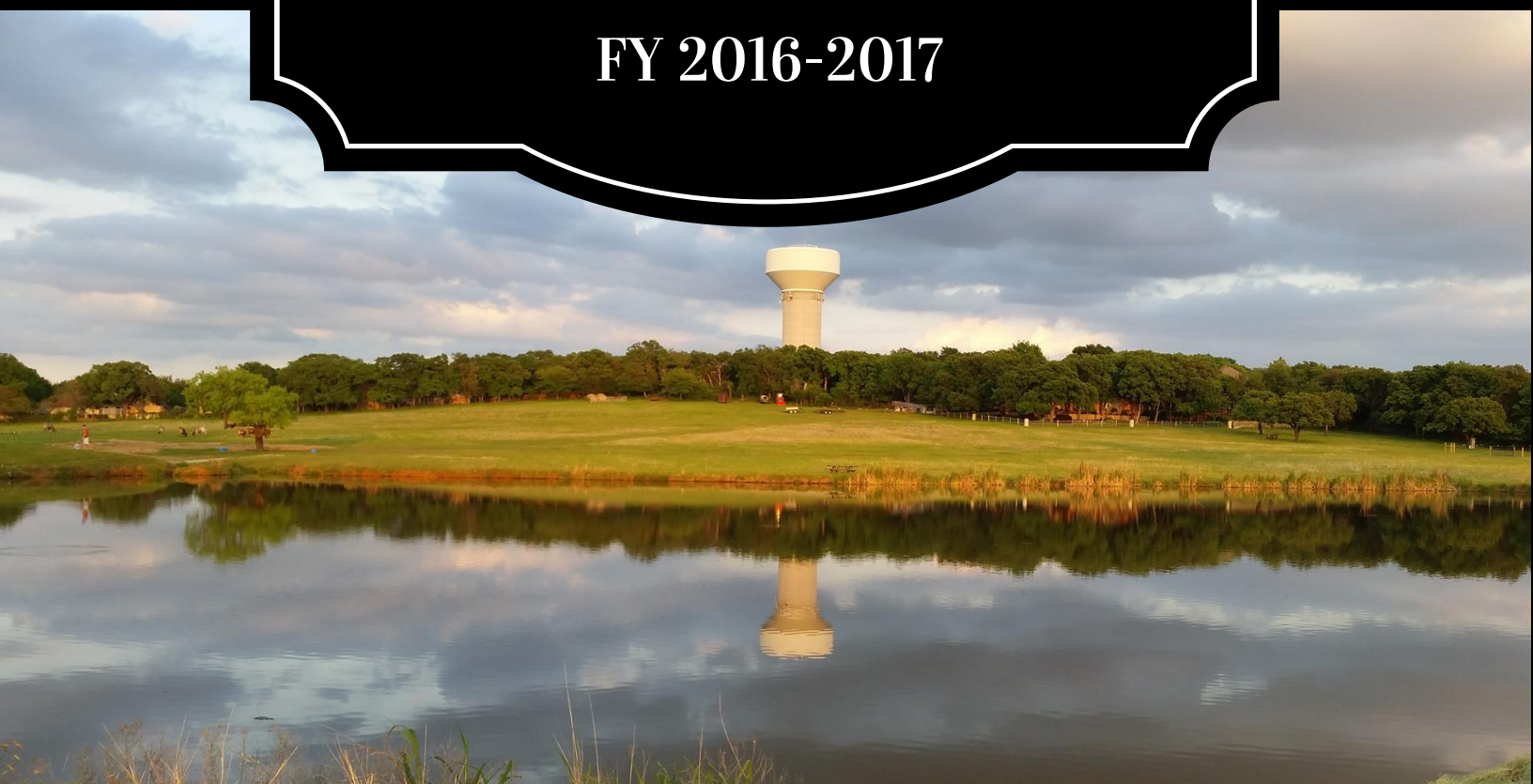


Big-City Comforts,



**CITY OF KELLER
PROPOSED BUDGET**

FY 2016-2017



Small-Town Charm

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

This budget will raise more total property taxes than last year's budget by \$1,984,545 or 9.8%, and of that amount \$933,432 is tax revenue to be raised from new property added to the tax roll this year.

The Proposed Budget is based upon a proposed tax rate of \$0.43000 per \$100 of valuation which is a reduction of \$0.00469 per \$100 from the current tax rate of \$0.43469 per \$100 and is the third tax rate decrease in a row. In addition, the City increased the homestead exemption from 1% to 4% which is the first increase in over thirty years. Below is a breakdown of tax rates and changes from FY 2014-15 to FY 2016-17.

	FY 2014-15	FY 2015-16	FY 2016-17
Tax Rate (per \$100)	\$0.437190	\$0.434690	\$0.430000
Effective Rate (per \$100)	\$0.428620	\$0.441590	\$0.408854
Rollback Rate (per \$100)	\$0.446200	\$0.457140	\$0.439381
Homestead Exemption	1%	1%	4%



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CITY OF KELLER, TEXAS

ANNUAL BUDGET

October 1, 2016 - September 30, 2017



Mark Mathews
Mayor



Rick Barnes
Mayor Pro Tem



Debbie Bryan
Place 1



Armin Mizani
Place 2



Ed Speakmon
Place 3



Eric Schmidt
Place 4



Bill Hodnett
Place 5

MARK HAFNER
CITY MANAGER

AARON RECTOR
DIRECTOR OF FINANCE



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Path to Excellence IS PAVED WITH...

OUR VISION

Keller will be the premier community in which to live, work, play and invest by balancing big-city comforts with small-town charm.

MISSION

Our mission is to support a vibrant community of high-quality neighborhoods, thriving businesses and natural beauty by setting the standard for excellence in municipal efficiency, service and innovation.

& CORE VALUES

Excellence

passion to provide exceptional service

Integrity

do the right thing, not the easy thing

Service

we care, and it makes a difference

Creativity

freedom to imagine and courage to act

Communication

open and transparent public service

Financial Accountability and Stewardship

by optimizing and leveraging existing resources, adhering to best practices, identifying new partnerships and preserving transparency.

Community

by supporting a robust parks and recreation system, library, and public arts program that provide events and programming for all ages and interests.

Safety and Security

by partnering with the community on public safety efforts, training on the latest methods and technology, and serving with empathy and enthusiasm.

Economic Development

by attracting and retaining quality commercial developments that increase our residents' property value and improve their quality of life.

Mobility and Infrastructure

by planning, constructing and maintaining efficient roads, pedestrian pathways, and water, wastewater and stormwater systems.

Quality Services

by engaging the community, exceeding their expectations, and promoting a culture of ongoing education, training and excellence.



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DISTINGUISHED BUDGET PRESENTATION AWARD



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Keller

Texas

For the Fiscal Year Beginning

October 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Keller for its annual budget for the fiscal year beginning October 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device. Additional Detail regarding the award and criteria can be found at the GFOA website - <http://www.gfoa.org/budgetaward>. This award is valid for a period of one year only. The City of Keller believes the current budget document continues to conform to program requirements and will be submitting it to GFOA to determine its eligibility for another award.



PRINCIPAL OFFICIALS

August 2016

ELECTED OFFICIALS

<i>Position</i>	<i>Incumbent</i>	<i>Elected</i>	<i>Term Expires</i>
Mayor	Mark Mathews	May 2014	2017
Council, Place 1	Debbie Bryan	May 2013	2018
Council, Place 2	Armin Mizani	Dec 2014	2018
Council, Place 3	Ed Speakmon	Jun 2016	2019
Council, Place 4	Eric Schmidt	May 2016	2019
Council, Place 5	Bill Hodnett	May 2014	2017
Council, Place 6	Rick Barnes	May 2014	2017

APPOINTED OFFICIALS

City Manager.....	Mark Hafner
Director of Community Services	Cody Maberry
Director of Administrative Services.....	Sakura Moten-Dedrick
Director of Public Services/Economic Development.....	Trina Zais
Public Works Director.....	Keith Fisher
Fire Chief.....	David Jones
Human Resources Director.....	Carolyn Nivens
Library Director.....	Jana Prock
City Secretary.....	Sheila Stephens
Information Technology Director.....	Sean Vreeland
Police Chief.....	Michael Wilson

FINANCE DEPARTMENT

Director of Finance.....	Aaron Rector
Assistant Director of Finance	Pamela McGee
Senior Accountant.....	Alexis Briggs
Accountant	Camie Orth
Sr. Accounting Technician	Geneva Dunn
Accounting/Records Tech	Vacant
Purchasing Agent.....	Karla Parker
Budget Analyst.....	Debbie Penaluna
Accounting/Purchasing Tech	Diancy Adkins

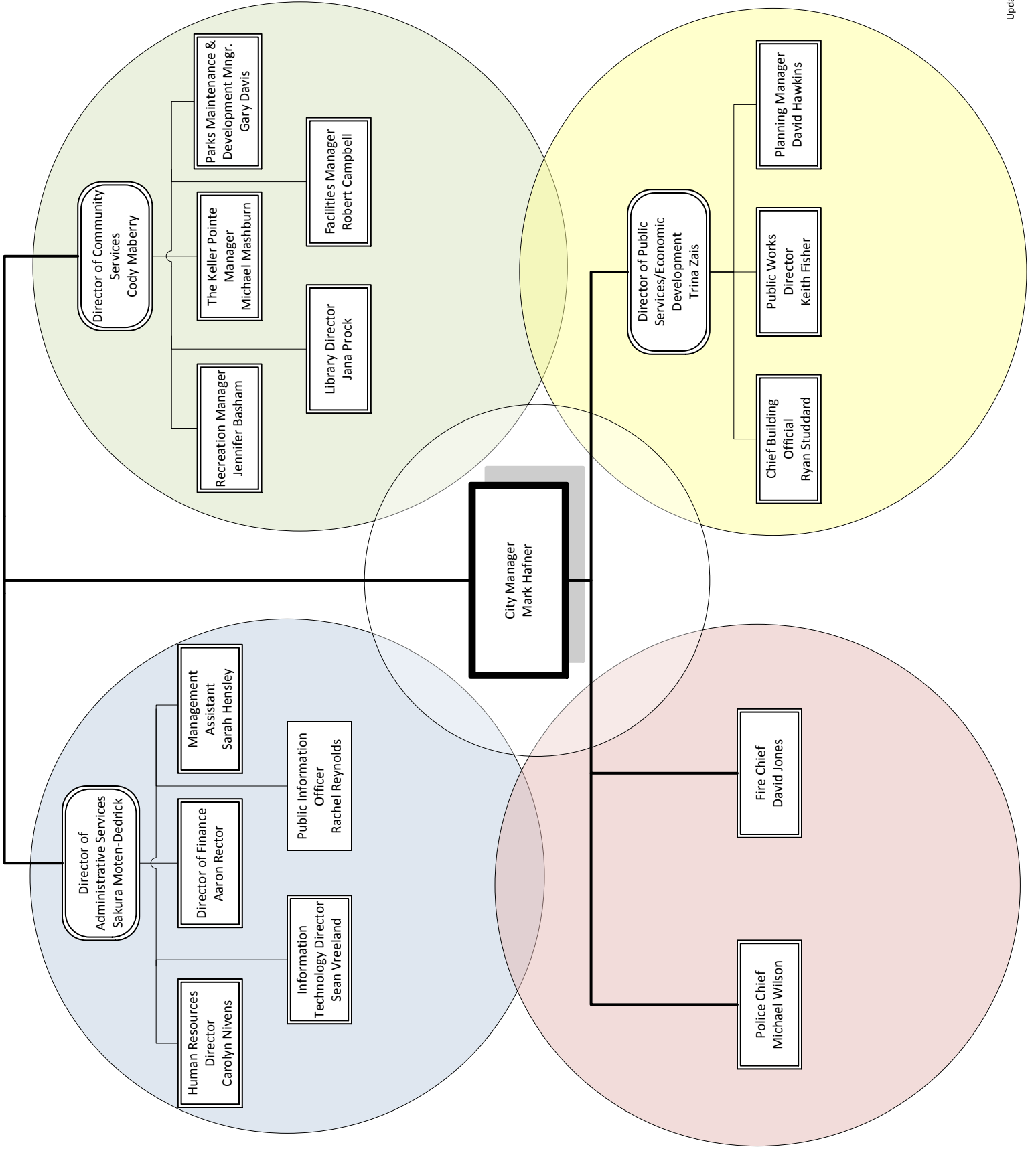


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August 10, 2016

To the Honorable Mayor Mathews and Members of the City Council

Re: *The Annual Budget for Fiscal Year 2016-17*

It is my privilege to present to you the FY 2016-17 Proposed Budget for your review and consideration. This budget represents months of hard work from your budget team and department directors. The proposed budget for the 2016-17 fiscal year continues our tradition of conservative fiscal management. Our focus remains on exploring all opportunities to provide a high level of service to our citizens in a manner that is both resourceful and fiscally responsible. We remain committed to our core values of *excellence, integrity, service, creativity and communication* in all that we do, and our passion to provide the highest level of customer service to our citizens, businesses, and visitors leads us to frequent transformations and improvements.

This year's proposed budget reduces the property tax rate by \$0.00469 for a total rate of \$0.43000 and will be the third rate decrease in a row. The proposed rate is in between the effective tax rate of \$0.408854 and the rollback rate of \$0.439381. In addition, the city increased the homestead exemption for the first time in 30 years, from 1% to 4%. With the increased exemption, the average home will be assessed at \$316,629 and see an additional savings of \$42 per year. Below is a breakdown of the historical and proposed average home value and levy. The last section provides a potential levy of the FY 2016-17 average home value at prior year rates.

Average Residential Home Value						
Fiscal Year	FY 2014	FY 2015	FY 2016	FY 2017	FY 2017 @ Effective Rate	FY 2017 @ Rollback Rate
Average Homestead Taxable Value	\$270,752	\$284,237	\$287,395	\$316,629	\$316,629	\$316,629
City Tax Rate	0.44219	0.43719	0.43469	0.43000	0.408854	0.439381
Avg. Tax Levy	\$ 1,197	\$ 1,243	\$ 1,249	\$ 1,362	\$ 1,295	\$ 1,391
Avg. Tax Levy At FY 2016-17 Value	\$ 1,400	\$ 1,384	\$ 1,376	\$ 1,362	\$ 1,295	\$ 1,391

The proposed FY 2016-17 General Fund budget of \$33,648,274 is a decrease of \$9,464,813 from FY 2015-16. This total includes personnel increases, a new transfer from the fire department to the Fleet Fund and one-time purchases. Personnel increases amount to only 2% and include increases to health insurance, retirement contributions and compensation. Per policy, departments were not to exceed 2%

over their FY 2015-16 budget. Even with these increases, the FY 2016-17 proposed base operating budget, excluding one-time purchases, personnel, and a \$300,000 fire transfer, is a 6% decrease compared to the FY 2015-16 budget thanks to the diligent efforts of all departments.

The Water and Wastewater budget shows an increase over FY 2015-16 of 11.2%. Included in the total budget are contracts for water purchases from the City of Fort Worth and a contract with Trinity River Authority for wastewater treatment and collection services. These two contracts amount to \$12,987,387. Personnel increased by 3.8% with one FTE being added to comply with unfunded state and federal mandates. The base operating budget, less the two contracts and personnel, increased 5.5% overall due to increased bank service fees, water testing costs and vehicle maintenance.

Significant Changes to the Budget

As mentioned above, the FY 2016-17 Proposed Budget includes a tax rate decrease. Over the past three years, it has been the City Council's desire to provide tax relief to the taxpayers whenever possible. This year, the council is proposing to lower the tax rate to \$0.43000 per \$100 of taxable value along with the approved homestead exemption of 4%. This will still provide sufficient revenue from the ad valorem tax to serve the needs of our citizens and accomplish City Council priorities.

During the past three fiscal years, the General Fund has made an annual transfer of \$300,000 from fund balance to the Fleet Replacement Fund in order to build a reserve for annual vehicle replacements. The last transfer will be made in FY 2015-16. Beginning in FY 2016-17, the Fire Department will begin making annual transfers of \$300,000 for future Fire Apparatus Replacement funding as part of its operating costs. The average estimated replacement cost of fire apparatus is \$950,000. While the average life is 10 years, these replacements are scheduled approximately every three years. In the past, the city has had to either incur debt to replace these lifesaving trucks or delay their purchase, which can create additional maintenance costs. With these annual transfers, future fire apparatus will be replaced in a timely manner without the need for debt.

Among the FY 2016-17 Capital Improvement Projects is a request for renovations to Fire Stations 2 and 3, both over 20 years old, and construction of a remote bay at Station 2 to store equipment currently being housed in a city-owned building on FM 1709. After moving the reserve equipment, the city will demolish the building and sell the land, thus returning it to the tax rolls. This project has an estimated cost of \$2.6 million and is proposed to be funded with new debt.

The city also plans to incur debt for the Keller-Hicks Improvements/Quiet Zone Project in partnership with the City of Fort Worth. This project, estimated at \$2 million, will expand the road to 40 feet with concrete curb and gutter from Highway 377 to Katy Road, provide a left-turn lane at Katy Road and medians at the railroad crossing. With a quiet zone in place at the Keller-Hicks crossing, the city will also have the opportunity to activate its paired quiet zone at Golden Triangle, completing Keller's contribution to building a quiet railroad corridor along the 11 crossings heard by our residents.

In the Water and Wastewater Fund, the city is proposing its first substantive fee increase in more than 10 years. The average monthly household utility bill will increase by \$16.82 or 18.6% for water and \$6.42 or 18% for wastewater. The city will also continue its practice of increasing fees annually — via "pass-thru" rate increases — based on contractual cost adjustments made by the City of Fort Worth and the Trinity River Authority (TRA). Combined, water purchases from Fort Worth and wastewater treatment payments to TRA account for more than 49% of the Water-Wastewater Fund's budget. In prior years, pass-thru rates

were based upon rolling five-year averages designed to smooth out fee increases/decreases over time. However, with continual increased annual costs, the city's rates ended up subsidizing the pass-thru rates. Without city rate increases, the five-year average model was no longer sustainable. The proposed rate increases will eliminate five-year averaging and begin to implement pass-thru increases at their full and actual rate. In addition, rates will be reviewed annually with recommended incremental adjustments as needed, rather than deferring increases until large adjustments are needed.

A new Water Production Operator position is also proposed for Public Works in the Water Production division in response to unfunded state and federal mandates that took effect in 2015 regarding water quality assurance.

During FY 2015-16, the city applied for and was accepted to receive State Water Implementation Funds for Texas financial assistance from the Texas Water Development Board. The city will be seeking low-interest loans from the program totaling \$12,180,000 that will be issued in three-year intervals starting in FY 2016-17. The funds will be used to implement improved water management strategies, including the replacement of approximately 12 miles of deficient system pipe and 1,600 deficient water services. While the pipes and services are working, they are over 40 years old, composed of obsolete material, and are experiencing more leaks and breaks.

As the city completes its final large capital drainage projects and transitions to primarily operation and maintenance costs, a drainage fee decrease of \$1 or 12% is also included in the FY 2016-17 budget.

Finally, this budget proposes a fee increase of 9% at The Keller Pointe. This adjustment will affect all membership fees beginning January 2017 and will have a monthly impact to residents between \$1.61 and \$5.47. Other changes include adding group exercise classes for seniors, which will be included at no additional charge to their membership, and both active and retired military will have their service fees (\$60) waived when choosing the month-to-month option. They will also be able to cancel at any time rather than be charged a penalty for breaking their contract. The fee increase will help deflect the cost for operational upkeep and future capital maintenance needs, such as repairs to the Dectron cooling system and roof replacement. The Keller Pointe runs as an Enterprise Fund, so ad valorem funds do not apply toward operational costs.

City of Keller Growth

The City of Keller population continues to grow each year as indicated by the North Central Texas Council of Governments. As of January 2016, the City of Keller has an estimated population of 44,050, which is up 1,160 or 2.7% from the prior year and 4,423 or 11.2% from the 2010 Census. With this growth comes the need for residential construction, street and drainage upgrades and repairs, new economic development initiatives, and recreation for our visitors and citizens. In addition to the population growth, Keller continues to see an increase in property values. Over \$217 million in new construction was added to the tax roll this year, of which \$164 million was new residential construction and \$53 million was new commercial construction. This is an increase of 21.2% in new construction value over the current year and represents 4.9% of the total taxable value of the city.

Public Safety

The safety of our citizens is one of our top priorities. Public Safety makes up 22% of the city's total and 51% of the General Fund budget and is broken into two areas, police and fire, both being continuously recognized throughout the state for their commitments to safety.

The City of Keller continues to be recognized as one of America's Top 100 Safest Cities and Top 10 Safest Cities in Texas for 2016. The Keller Police Department has recently been awarded the Commission on Accreditation for Law Enforcement Agencies (CALEA) Gold Standard Accreditation with Excellence. It was the first agency in Texas to be both nationally and state accredited. During FY 2015-16, the police department replaced four marked patrol units and nine mobile laptop computers, all of which are part of the department's annual replacement schedule. Unanticipated replacements had to be made to the roof and air conditioning coils. Audio/video elements for the Emergency Operations Center/Community Room were also upgraded during the year. The Keller Police Department consists of police administration and operations, dispatch and records division, animal services and jail operations. By regionalizing jail, dispatch and animal services with surrounding communities, the total cost of police services is offset by \$2.8 million in annual revenue from the partner cities.

The Keller Fire Department received the American Heart Association's 2016 Mission: Lifeline EMS Gold Level Recognition Award for its performance in providing cardiac care, which is an increase from the Silver Level Award received in 2015. The department was also recognized for their commitment to citizens' safety by once again achieving the StormReady Community designation by the National Weather Service. It has been the desire of the fire department to begin contributing to the Fleet Fund annually for the replacement of large fire apparatus. This will begin with the FY 2016-17 budget. The department budget includes administration and operation divisions, emergency medical services, and emergency management divisions.

Parks & Recreation

Keller's award-winning parks and recreation system is one of our greatest assets, and the Keller Development Corporation is continually seeking ways to fund and expand those amenities throughout the city. This summer, \$2.1 million in renovations to Bear Creek Park were completed with the expansion of parking, additions of pavilions, basketball, and pickleball courts, lighting, irrigation and landscaping.

Another nearly \$2.7 million expansion and renovation to The Keller Pointe was also completed, adding 3,500 square feet to the fitness floor, reconfiguring the facility's entry, replacing and adding equipment, and providing cosmetic upgrades throughout the building. In addition to those major projects, the city broke ground this summer on Keller's first dog park, an \$110,000 project expected to open this fall, secured contracts for the designs of Overton Ridge Park and Milestone Park, and began plans to build \$250,000 in new trail connections on an annual basis.

Public Works

The city maintains a five-year Capital Improvement Projects list to address current and future needs, ensuring we maintain and improve our safe and efficient roadways, sidewalks, and water, wastewater and drainage systems. This allows the city to budget projects and seek financial assistance as needed by applying for grants or partnering with Tarrant County and surrounding cities.

FY 2016-17 street projects include the Keller-Hicks Improvements/Quiet Zone, widening of the Mt. Gilead/Highway 377 intersection, Wall Price-Keller improvements, FM 1709 dual-left turn projects at Keller-Smithfield Road and Rufe Snow Drive, contingent upon obtaining state grants, as well as several standard street and sidewalk maintenance endeavors.

Work also continues on plans to install a new 30-inch, 12,200-linear-foot water line to increase supply from the Alta Vista Pump Station. Designs for this project began in FY 2015-16 showing the Alta Vista Transmission Main running along Ray White Road, north on Alta Vista Road and eastward toward the Keller Sports Park. Other proposed projects include waterline maintenance on North Main Street and North Elm Street, and several valve and pipe replacements throughout the city.

Wastewater projects for FY 2016-17 will include sanitary sewer extensions to serve the North Highway 377 region between Johnson and Mt. Gilead roads, and construction of an 8-foot sanitary sewer line along the north side of FM 1709 from Tributary 11 east approximately 900 linear feet. Updates to the Water and Wastewater Master Plans are also on the list for FY 2016-17.

The design work began in FY 2015-16 on a drainage project on Barbara Lane and will continue with the construction in FY 2016-17. Funding is made available each year for any unanticipated drainage projects.

The five-year Capital Improvement Project plan can be found in the CIP section of the proposed budget and lists projects by anticipated year and funding sources.

Economic and Business Development

Along with its growing population, Keller continues to see growth in its commercial sector with \$67.6 million in new commercial construction added in FY 2014-15 alone and more than \$53 million estimated in FY 2015-16. During FY 2016-17, the city anticipates another \$53 million in commercial growth, bringing retail and office square footage to over 5 million. This growth has occurred primarily along major arterials, such as FM 1709 and Highway 377. Old Town Keller, which stretches along both sides of Highway 377, has experienced a resurgence in office, retail and restaurant activity in the past few years. Recent and upcoming openings include Seven Mile Cafe, Duff's Jewelry, Roscoe's Smokehouse, Battleground Fitness and Stewarding Life Wellness.

Keller Town Center, too, has seen an increase in activity, and the commercial properties continue to be approximately 90% occupied. Lavender Hill Spa recently opened in Town Center and What's On Tap is scheduled to open in FY 2016-17. Other construction anticipated in the coming year will include Kroger Marketplace, Natural Grocers and Keller's first hotel.

Over the summer of 2016, Old Town Keller saw the first stages of \$4.25 million in public improvements. The district will see the addition of 170 new public parking spaces, improved lighting, landscaping, outdoor seating and community areas, public art and many more features. These enhancements will ultimately transform Old Town Keller into a unique tourist destination and was the driving force behind the attraction of two unique dining establishments – Seven Mile Café and Roscoe's Smokehouse. The Old Town Keller improvement project is expected to be complete in November 2016.

In the upcoming months, Keller will begin to see many new businesses open their doors. Recent groundbreaking on Keller Parkway include the Bowden Event Center and Advanced Auto Parts. In the spring of 2017, Sam's Club will welcome customers at their new location on Golden Triangle

Boulevard. We also anticipate the ground breaking of a wedding event center on Elm Street on land sold by the city last year.

Investment in the Workforce

The City of Keller knows that the key to our services and success is our employees. Keller receives an average of two awards or honors monthly for municipal excellence, which is the direct result of the hard work and dedication of our employees.

The FY 2016-17 budget proposes a 3% increase in salaries, which is to be split as a 1.5% increase in the pay plan (adjustment to keep us competitive) and a 1.5% merit increase (relating to employees' annual performance reviews).

The soaring rise in healthcare costs over the years has led to the city offering a high deductible medical insurance plan, with the option of a buy-up plan, and requiring more premium co-share from our employees. We continue to look at other options to maintain or reduce these costs. The increase in medical healthcare costs for FY 2016-17 is 6.5%, which is down from 12% last year. The initial proposal from our current provider was a 24% increase. The 6.5% increase was shared with the employees as it was applied to their medical premiums. By changing providers for dental insurance, the city realized a 10.2% decrease and by changing providers for life, disability, short- and long-term disability, the city realized an 11.7% decrease. Therefore, next year's net increase for healthcare insurance represents a \$203,526 increase over current year's cost.

The City of Keller participates in the Texas Municipal Retirement System (TMRS), which continues to be solidly funded at 81.6%. TMRS as a whole (as of Dec. 31, 2015) was 85.8% funded. TMRS has raised the city's contribution rate from 15.07% to 15.65% for next year, an increase in cost of \$6,837.

Due to a strong work safety approach and resulting reduction in severity of claims over the past three years, the City of Keller continues to see success in our efforts to improve our Worker's Compensation experience modification factor, which has resulted in a decrease of \$50,455 for the proposed budget. It should be noted that the number of employees working for the city is 347.26 FTEs, far below the 370.52 FTEs on staff back in 2009 when our population was far less than it is today. This shows the commitment by staff to operate as efficiently as possible.

Ending FY 2015-16

FY 2015-16 one-time expenditures played an important role in the development of this budget. Responsible spending by our departments in prior years allowed for budget savings in several areas, which allowed for the funding of one-time expenditures. A remodel to our Utility Billing Customer Service Department opened up the area to make it more customer friendly. Replacements and upgrades to equipment in Parks & Recreation, Streets and Drainage were purchased. And the final transfer from the General Fund to the Fleet Replacement Fund will be completed. We were also able to fund existing economic development incentives.

While we have accomplished many things, a few one-time projects are still under consideration. In FY 2015-16, we set aside \$4 million toward a pedestrian connection in Old Town Keller. These funds have been moved into a CIP project account for FY 2016-17 and earmarked for future economic development opportunities or capital projects. Several street improvement projects from FY 2015-16 are still in the

design stages, so those funds will also be moving into next year as CIP projects. Because large projects like construction and street maintenance typically take longer than 12 months from design to finish, the city has moved to project accounting. This allows us to set aside the money for the full project until it is completed without the need to re-appropriate funds each fiscal year. Projects being moved include Old Town Keller – West Improvements, FM 1709 intersection work at Keller-Smithfield Road and Rufe Snow Drive, and the Keller-Hicks Quiet Zone. We've also moved \$1.5 million that can be utilized for Economic Development incentives should the right opportunity arise.

In Summary

I would like to give a special thanks to department heads, our Finance Department and our staff for the hard work and dedication they have shown in the development of the FY 2016-17 Proposed Budget. I would also like to thank the City Council for their continued vision and leadership. Without the dedication of everyone involved, this budget would not be possible. I am confident that the proposed budget is structurally balanced and supports sound fiscal and operational policies. The budget is not merely made up of numbers, but it is an expression of our council's vision, and our citizens' values and aspirations.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Hafner". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark Hafner
City Manager

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Administration</i>	Negotiated new electricity contract for city facilities and use through Texas Coalition for Affordable Power (TCAP)	Reduced from approximately 5.1 to 3.7 cents with new contract beginning January 1, 2018 through December 31, 2023	\$72,000 (based on 6.5M kWh annually)
	Began using volunteers to work at the yard waste drop site on Ottinger Road (open on the first and third Saturdays of each month)	Eliminated almost 100 hours of annual overtime paid to Administration and/or Parks & Recreation staff	\$2,300
	Transitioned first portion of "New Councilmember Orientation" process online through Sharepoint software	Eliminated paper costs in preparing hard copy binder with documents and reduced staff time for making and delivering packets	\$250
<i>Community Development</i>	Developers/applicants now file approved plats at Tarrant County Courthouse in lieu of City staff members	All plats are required to be recorded at Tarrant County. Staff typically takes approved plat mylars to the Courthouse to ensure they are recorded and the City obtains a final copy for documentation purposes. City averages 40 plat applications per year.	\$790 (approximately 80 hours annually)
<i>Fire</i>	Audited and reviewed disposable EMS supplies use during delivery of patient care	Identified lower cost alternatives with the same or better quality and performance	\$6,000
<i>Human Resources</i>	Continued utilization and expansion of Laserfiche electronic file storage system for all associated personnel paperwork	All Keller Pointe personnel files have been scanned into Laserfiche. New and future payroll forms will also be filed in Laserfiche, saving paper, filing, and staff time. Documents saved in Laserfiche may be accessed by each staff member on their individual PC.	\$3,250
	Continue to implement Laserfiche for processes and other personnel and payroll forms	Automated workflow reduces approval cycle time	\$1,750
<i>Information Services</i>	Deferred replacement of equipment	Extending the useful life of certain equipment saves money by getting more use out of already purchased equipment	\$24,875
	Installed Town Hall meeting room projectors (4)	Saved costs by performing audio/video cabling and installation and design of	\$14,650

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Library</i>		audio/visual equipment internally by staff	
	Installed all network and cable TV outlets to new front desk and expansion area at the Keller Pointe	Saved costs by performing network infrastructure cabling internally by staff	\$11,000
	Utilized retired server for Library application	Reduced server costs by using retired frontline server for Library services	\$5,700
	Utilized retired laptops for additional training laptops	Reduced the number of laptops purchased for training purposes by refurbishing retired laptops	\$5,600
	Continue in the Overdrive e-book Consortium	Library continues to add e-books and downloadable books to their collection instead of independently subscribing to Overdrive	\$30,000
	Friends of the Library donations	The Friends of the Library buys furniture, books, technology and programs for the library	\$30,000
	The Hudson Foundation Grant	The Hudson Foundation coordinated donations to fund the One Book, One City! Program, books and dynamic library programs for teens and children	\$20,000
	Volunteers	Library utilizes large volunteer programs to provide support for events	\$19,408 (approximately 2,677 hours)
	Interlibrary Loan Service	Patrons borrow items from other libraries, saving the city the expense of purchasing books	\$17,170
	Continue in a consortium for Zinio, an online magazine subscription service	Reduced cost of a service already provided by the Library	\$2,500
	Free Wi-Fi	Library receives free Wi-Fi for library customers from Belwave in exchange for storage.	\$1,200
Continue with other libraries in a group savings for the Freegal music service	Keller Public Library has streaming music	\$500	

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Parks & Recreation</i>	The Keller Pointe eliminated entry rug service	Now utilizing disposable rugs	\$11,129
	The Keller Pointe replaced the indoor pool lights	Replaced existing lights with LED lights, adding energy savings and lift equipment rental savings	\$9,628
	The Keller Pointe replaced deteriorated ductwork roofing on the Dectron unit with new weather seal covering	Repaired unit instead of replacing while also prolonging life expectancy and abating water leaks through structure	\$4,500
	The Keller Pointe replaced the outdoor pool waterslide pump motor with surplus unit located in storage	Replaced unit with spare instead of purchasing new	\$3,000
	The Keller Pointe replaced the outdoor pool pump enclosure cover and indoor pool waterslide grating	Replaced cover and modified grating in-house versus hiring a contractor	\$1,875
<i>Police</i>	Communications, Animal Services and Jail Services with the Cities of Southlake and Colleyville	Participating cities share in annual personnel and operational costs	\$1,856,576
	Police Services Agreement with the Town of Westlake	Provides an additional patrol sector in north Keller and a records clerk paid in part through program revenues	\$914,018
	Partnership with Humane Society of North Texas	The Humane Society of North Texas provides the employees at the Regional Adoption Center	\$150,000
	School Resource Officer	Keller ISD pays half the cost of officer's salary and contributes a lump sum annually towards equipment and vehicle expenses	\$54,000
	PSAP Grant provided from Tarrant County 9-1-1	Allows the department to purchase various items used in communications such as, maintenance agreements, office equipment, training, and backfill overtime for training that would have normally been funded by the General Fund	\$41,265
	P25 Grant provided from Tarrant County 9-1-1	Allows the department to purchase portable /mobile radios, UPS	\$35,548

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Public Works</i>	Jail and Animal Service with the City of Roanoke	<p>maintenance and other radio items needed for the new P25 system</p> <p>Contract with Roanoke to house class C arrestees and shelter stray dogs and cats for a per arrestee/per animal fee</p>	\$15,000
	Grant to provide Ballistic Vests for officers	By utilizing this grant, ballistic vests are replaced sooner and the department is only responsible for ½ of the purchase price	\$8,000 (dependent upon budgeted ballistic vest replacements)
	Sell of used brass and firearms	Allows the department to purchase training supplies and equipment	\$2,000 (variable year to year based on brass collection and going rate for brass)
	Relocation of 200 Linear Feet of water line on Florence Road	Instead of contracting to third party, city crews were used to relocate water line in conflict with TXDOT road construction project	\$10,000
	Changed vendor for safety supplies	Saved on costs associated with purchasing safety equipment and supplies	\$1,250 (\$5,000 annually moving forward)

OVERVIEW OF THE BUDGET PROCESS/BUDGET CONTENTS

The annual operating budget for the City of Keller (the City) is the result of many hours of deliberation by both City staff and the City Council. This guide is included to provide the reader with an overview of the budget document, the budget process, budget implementation, and an overview of the document.

Organization of the budget document is designed to help the reader locate information, both financial and non-financial, in a timely manner.

BUDGET PREPARATION PROCESS

In mid-March, the budget process for the upcoming fiscal year begins. The Finance Department prepares and distributes budget preparation instructions and forms to each department to assist in the budget preparation and formulation. The budget instructions include expenditure request forms, current personnel staffing levels by position and other information necessary to complete budget requests. Departments are instructed to prepare budget requests in accordance with the Council's goals and objectives, which were established at the City Council budget goal-setting workshop held in March.

Upon completion and submission of budget requests by the departments, the Finance Department then processes and compiles the budget requests and line-item expenditure details for review by the City Manager. The City Manager then reviews each departmental expenditure request and line-item expenditure details, and current year estimates, with the respective department manager and staff. Over a period of three to four weeks, the City Manager makes revisions and modifications to the original departmental requests, if needed, and current year estimates, in order to arrive at a final proposed budget. The Finance Department prepares revenue estimates using available historical data, combined with current-year projections and trend information. The City Manager also reviews and makes modifications to revenue estimates.

ADOPTION PROCESS

On or before August 15 of each year, the City Manager presents to the City Council a proposed budget for the next fiscal year. The proposed budget is also filed with the City Secretary, posted on the City's website, and placed in the Keller Public Library for public review and inspection. The City Council and staff then hold a public budget review work session, at which specifics of the proposed budget are considered, discussed and prioritized. As a result of Council direction, some adjustments may be made to the proposed budget. These adjustments are then incorporated into an amended proposed budget.

After the work session, the City will begin the public hearing process for budget adoption. Notices of public hearings for budget and tax rate adoption will be placed in the paper. Two public hearings on the budget are required by City Charter, however, the second public hearing can be held on the night of adoption. If the City is proposing a property tax rate under the lower of the effective or the rollback rate, then no public hearing on the tax rate are required. If the proposed tax rate is above the lower of the effective or rollback rates, then state law requires that the city hold two public hearings on the tax rate in order to adopt prior to the date of adoption. In addition, the city must also publish the proposed tax rate and notices of a vote on the rate if it is higher than the effective

OVERVIEW OF THE BUDGET PROCESS/BUDGET CONTENTS

tax rate or the rollback rate. The Effective tax rate is the rate at which the city the same tax levy amount from the current year based upon development that was in the city during the current year. Usually, this number is higher because of property value growth. The Rollback rate is the effective tax rate for operations and maintenance multiplied by 1.08 plus the proposed debt tax rate. Usually, this number is higher because the effective tax rate is higher and the debt rate is approximately the same per year.

At the conclusion of that public hearing on the proposed budget, the City Council adopts the final budget by ordinance, including any additional adjustments that may have been made as a result of the public hearing. Subsequent to the adoption of the budget, a separate ordinance is adopted, establishing the tax rate necessary to fund the City's operations and debt service requirements. If the proposed budget will have an increase in property tax revenue, not rate, then Council must also make a separate motion to approve the property tax increase in the budget.

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

IMPLEMENTATION PROCESS

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

BUDGET AMENDMENT PROCESS

In accordance with Article VIII, Section 12 of the Keller Charter, the City Council may amend the budget by ordinance if the amendment will not increase total budget expenditures. If an increase in total expenditures is necessary to protect the public property or the health, safety or general welfare of the citizens of Keller, the total budget may be increased after the notice and public hearing (as prescribed for the adoption of the original budget).

Department Heads may request a line-item transfer, if it does not change the total dollar amount of the departmental budget.

YEAR-END PROCESS

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

OVERVIEW OF THE BUDGET PROCESS/BUDGET CONTENTS

BUDGET DOCUMENT USER INFORMATION / BUDGET CONTENTS

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

1. INTRODUCTION AND INFORMATION

Tax Disclosure Page:

A Requirement of Local Government Code 102 when a city proposed a budget with an increase in property tax, regardless of change in rate or source of increase.

Strategic Vision:

A presentation of the City's Strategic Vision.

GFOA Award:

This page reflects the City receiving the Distinguished Budget Presentation Award for the current budget and is creating the upcoming budget within the requirements of the award.

Table of Contents:

Indicates topic and page number location.

Budget Transmittal Message:

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

Cost Savings Initiatives:

A list of methods and initiatives the City has undertaken in prior, current and proposed year to reduce costs to the citizens.

Overview of Process, User Guide, and Budget Calendar:

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

2. FINANCIAL

Executive Summary:

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

A. General Fund:

Includes general government revenues, expenditures, program descriptions, staffing levels and indicators by department.

B. Enterprise Funds:

Includes revenues, expenditures, program descriptions, staffing levels and indicators by department, if applicable, for the Water and Wastewater fund, Drainage Fund, and Keller Pointe.

OVERVIEW OF THE BUDGET PROCESS/BUDGET CONTENTS

2. FINANCIAL, continued

C. Internal Service Funds:

Includes revenues, expenditures, program descriptions, staffing levels and indicators by department for the Information Technology and Fleet Replacement funds.

D. Special Revenues:

Includes revenues, expenditures, program descriptions, staffing levels and indicators by department, if applicable, for the Keller Development Corporation, Keller Crime Control and Prevention District fund, Library Special Revenue Fund, Parks and Recreation Special Revenue Fund, Municipal Court Special Revenue Fund, PEG Channel Fund, Community Clean-up Fund, and Street Maintenance fund,.

E. Debt Service Funds:

Contains general debt service funding and distributions, TIRZ funding, and summary of City-Wide debt obligations.

F. Capital Improvement Project (CIP) Funds:

Contains funding and distributions of CIP funds and a five-year CIP plan.

G. Impact Fee Funds:

Includes revenues, expenditures, program descriptions, and staffing levels by fund Park Development Fee Fund, Roadway Impact Fee Fund, Water Impact Fee Fund, and Wastewater Impact Fee Fund. The funds are considered non-operating funds and are provided for informational purposes only.

3. Appendix

Financial Policies and Structure

- A. Keller Fee Schedule
- B. Budget Policies
- C. Financial Management Policies
- D. Fund Balance Policies
- E. Fiscal Management Contingency Plan
- F. Basis for Accounting
- G. Fund Accounting
- H. Fund and Departmental Matrixes
- I. Compensation Plan

Summary/Historical Information and Graphs

- A. Property Tax information on rates, levies, average home values, per capita levy, direct and overlapping rates and top ten taxpayers
- B. Sales Tax on per fund collection and per capita levy
- C. Full-Time Equivalent Employees by Function

Budget Glossary:

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

City of Keller, Texas

**FY 2016-17
BUDGET CALENDAR**

Description of Task/Event	Due Date(s)	
Budget Kickoff & STW Training	Tuesday	March 8, 2016
Individual STW Budget Training - Schedule with Debbie if Needed		March 9 - 15, 2016
Personnel Changes/New Position Requests due to HR Director	Friday	April 1, 2016
New/Replacement Vehicle Requests due to Fleet Chairperson Need Fleet Replacement Schedule for budget meetings	Friday	April 1, 2016
Hardware/Software Request Forms due to IT Director	Friday	April 1, 2016
Fee Schedule Updates due to Budget Analyst	Friday	April 1, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Tax Exemptions, Rate Calculations, and Revenue Caps	Tuesday	April 5, 2016
Fleet Committee to Meet as a Group and Review Departmental Requests		April 4 - 15, 2016
Information Technology to Meet with Individual Departments to Review Requests		April 4 - 15, 2016
Fleet and Information Technology Recommendations to Budget Analyst	Friday	April 15, 2016
Goals & Objectives, FY16 Revised Estimates & FY17 Budget Request due to Finance		
Administration, Public Arts, Community Services, Mayor & Council, Community Clean-up, Economic Development, Old Town Keller, Town Hall, PEG Fee Fund	Friday	April 8, 2016
Parks & Recreation, Keller Development Corporation, Recreation Special Revenue Fund, Keller Pointe, Park Development Fee Fund, Library, Library Special Revenue Fund	Friday	April 15, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Fire Apparatus Replacement and Fire Station 2&3 Rehabilitation and Remote Bay Projects	Tuesday	April 19, 2016
Police, Keller Crime Control Special Revenue Fund, Fire	Friday	April 22, 2016
Fire	Friday	April 22, 2016
Public Works: Administration, Engineering, Street Maintenance, Street Lighting, Water & Wastewater Administration, Water Utilities, Wastewater Utilities, MSC, Drainage, Street/Sidewalk Improvement Fund, Community Development, Building & Construction Services	Friday	April 29, 2016
Strategic Planning Workshop with City Council, City Manager, Staff -CAFR Presentation and Finance Update	Tuesday	May 3, 2016
Human Resources, Information Services, Finance, Fleet, Municipal Court, Municipal Court Special Revenue, Utility Billing, Non-Departmentals IT, HR and Fleet forms submitted to Debbie in Finance	Friday	May 6, 2016
Final Date for Finance to Input Departmental Requests into STW Includes Re-estimates	Wednesday	May 11, 2016
Finance to compile City Manager Summary Budget Book w/ Reports		May 11 - May 27, 2016
Strategic Planning Workshop with City Council, City Manager, Staff -5 Bold Steps and CIP	Tuesday	May 17, 2016
Finance to have Summary Budget Book to City Manager for Review	Friday	May 27, 2016

City of Keller, Texas		
FY 2016-17		
BUDGET CALENDAR		
Description of Task/Event	Due Date(s)	
All CIP projects to be turned in to Finance (review 6/30/15 meeting)	Tuesday	May 31, 2016
City Manager review of budget requests with Finance and individual departments (Includes IT, HR, Fleet and Fee Schedule recommendations)		May 30 - June 10, 2016
Ad-Hoc Committee Meeting to Discuss Compensation/Healthcare		End of May-First of June
KCCPD Worksession	Wednesday	June 1, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Fund Types, Current Outstanding Debt	Tuesday	June 7, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - TIRZ, Economic Development, Significant Changes to Budget	Tuesday	June 7, 2016
Budget Workshop with City Council, City Manager and Staff	Tuesday	June 28, 2016
KDC and KCCPD Board Approval of Proposed Budgets	Tuesday	June 14, 2016
KCCPD Public Hearing to approve proposed budget	Wednesday	June 22, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Keller Pointe Fee Adjustment	Tuesday	July 5, 2016
Hold Public Hearing at City Council on the KCCPD and KDC Proposed Budgets	Tuesday	July 5, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Water and Wastewater Rate Adjustments	Tuesday	July 19, 2016
Certified Tax Values due from Tarrant Appraisal District	Monday	July 25, 2016
Cost-Savings turned in to Finance	Friday	July 1, 2016
Strategic Planning Workshop with City Council, City Manager, Staff - Tax and Proposed Budget Update	Tuesday	August 2, 2016
Proposed Budget Distributed to City Council, Filed with City Secretary and Copy Placed in the Keller Public Library (August 15th by Charter)	Wednesday	August 10, 2016
Council Agenda Item to provide effective and rollback rates to Council	Tuesday	August 16, 2016
Council Agenda Item to Consider Setting the Time and Date for a Public Hearing on the Proposed Tax Rate (if necessary)	Tuesday	August 16, 2016
Publish "Notice of Property Tax Rates" in Fort Worth Star Telegram (September 1 by State Law)	Friday	August 26, 2016
Proposed Budget Review Workshop for City Council, City Manager and Staff	Tuesday	August 30, 2016
Supplemental Certified Tax Values due from Tarrant Appraisal District	Thursday	September 1, 2016
Publish "Notice of Public Hearing on Budget" in Fort Worth Star Telegram (not later than 10 days prior to budget hearing)	Friday	September 2, 2016
Hold First Public Hearing on Proposed FY17 Tax Rate (if necessary)	Tuesday	September 6, 2016
Hold Second Public Hearing on Proposed FY17 Tax Rate (if necessary)	Tuesday	September 13, 2016
Hold Public Hearing on FY17 Budget, Ordinance to Adopt Both FY17 Budget and FY16 Re-Estimate, Ordinance to Adopt Tax Rate, Resolution to Ratify Budget (September 27 by Charter)	Tuesday	September 20, 2016
Fiscal Year FY17 Begins	Friday	October 1, 2016



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EXECUTIVE SUMMARY

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

City of **KELLER**

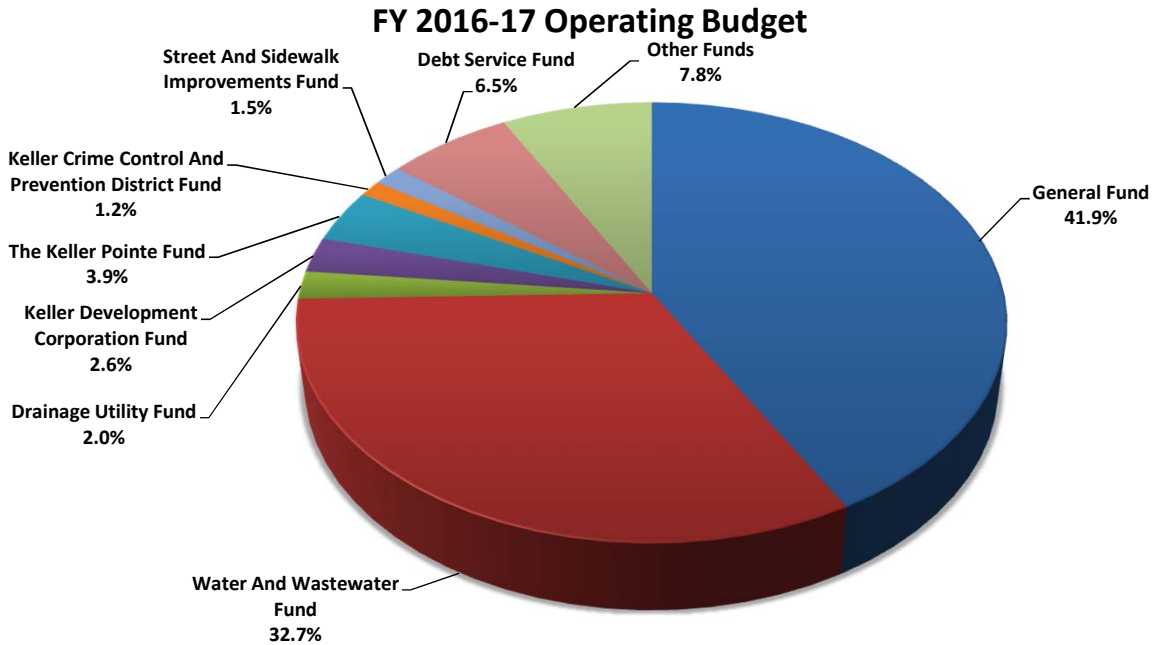
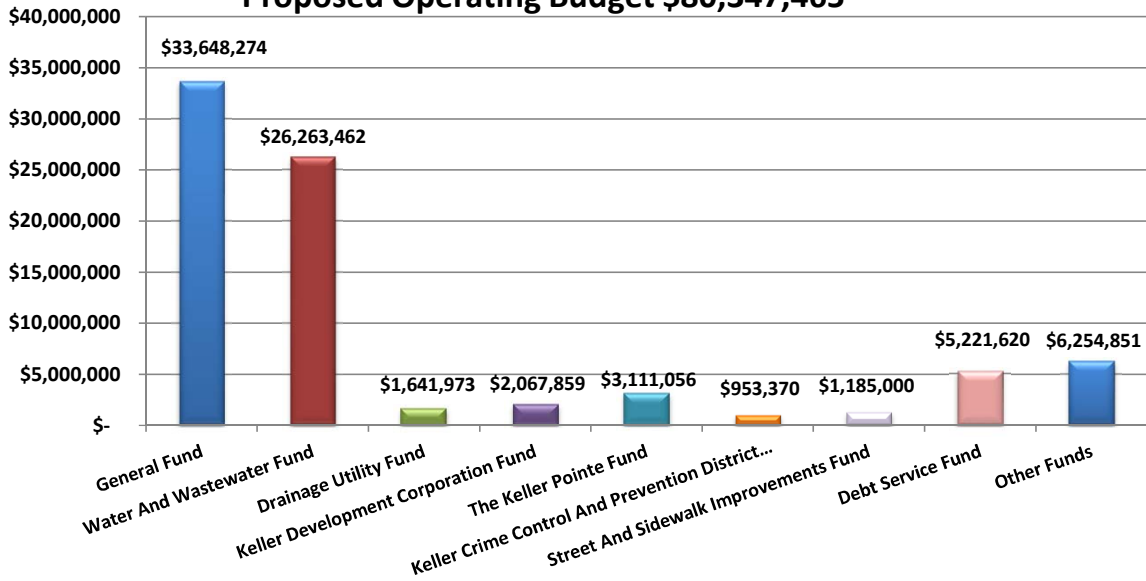


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OPERATING BUDGET SUMMARY

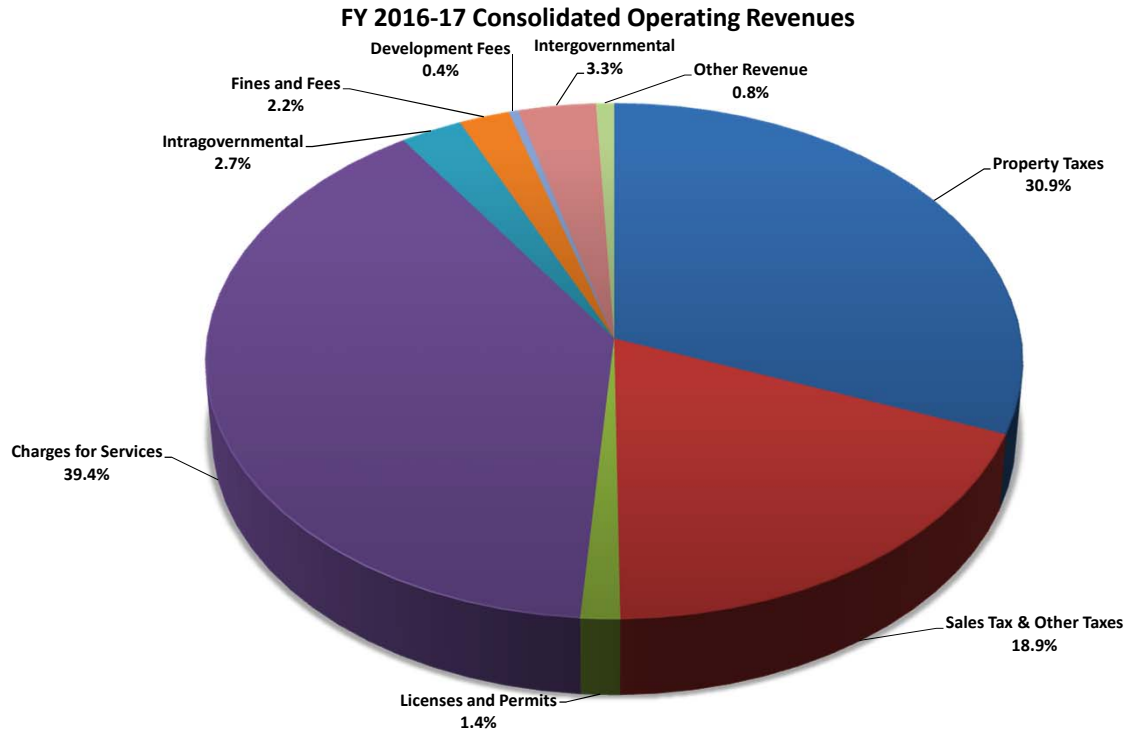
The total proposed operating budget for FY 2016-17 is \$80,347,465. The two largest operating funds are the General Fund which comprises \$33,648,274 or 41.9%, and the Utility Fund which comprises \$26,263,462 or 32.7% of the total operating budget, which combines to be \$59,911,736 or 74.6%.

**FY 2016-17 City of Keller
Proposed Operating Budget \$80,347,465**



FY 2016-17 Consolidated Operating Fund Revenue Summary

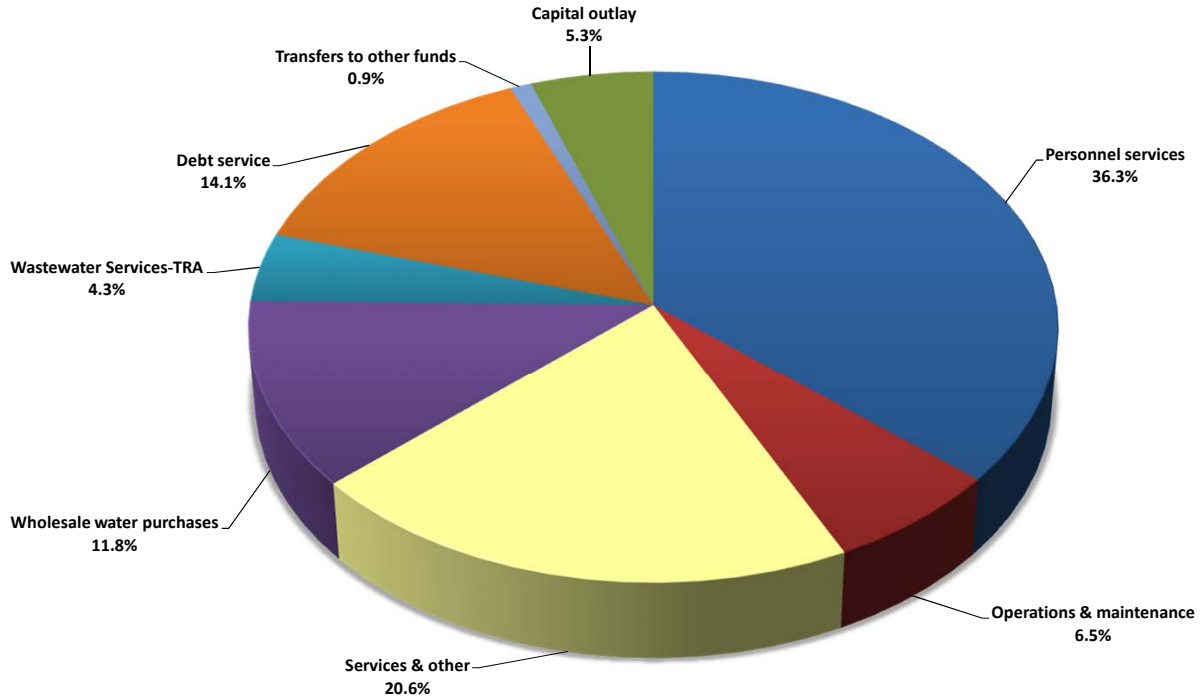
Revenues:	General Fund	Water And Wastewater Fund	Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
Property Taxes	\$ 15,657,897	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,815,028	\$ 5,180,058	\$ 26,652,983
Sales Tax & Other Taxes	10,381,001	-	-	2,906,826	-	1,309,978	1,453,413	-	224,534	16,275,752
Licenses and Permits	1,238,108	-	-	-	-	-	-	-	-	1,238,108
Charges for Services	1,273,842	25,723,506	1,432,260	16,000	3,185,065	-	-	-	2,343,227	33,973,900
Intragovernmental	1,531,773	-	-	-	-	-	-	-	771,072	2,302,845
Fines and Fees	1,147,103	575,066	-	-	-	-	46,430	-	113,837	1,882,436
Development Fees	354,010	-	-	-	-	-	-	-	-	354,010
Intergovernmental	2,867,193	-	-	-	-	20,000	-	-	-	2,887,193
Other Revenue	166,380	72,023	17,282	4,380	15,310	19,380	18,454	13,052	345,613	671,874
Total Revenues	\$ 34,617,307	\$ 26,370,595	\$ 1,449,542	\$ 2,927,206	\$ 3,200,375	\$ 1,349,358	\$ 1,518,297	\$ 5,828,080	\$ 8,978,341	\$ 86,239,101



FY 2016-17 Consolidated Operating Fund Expenditure Summary by Category

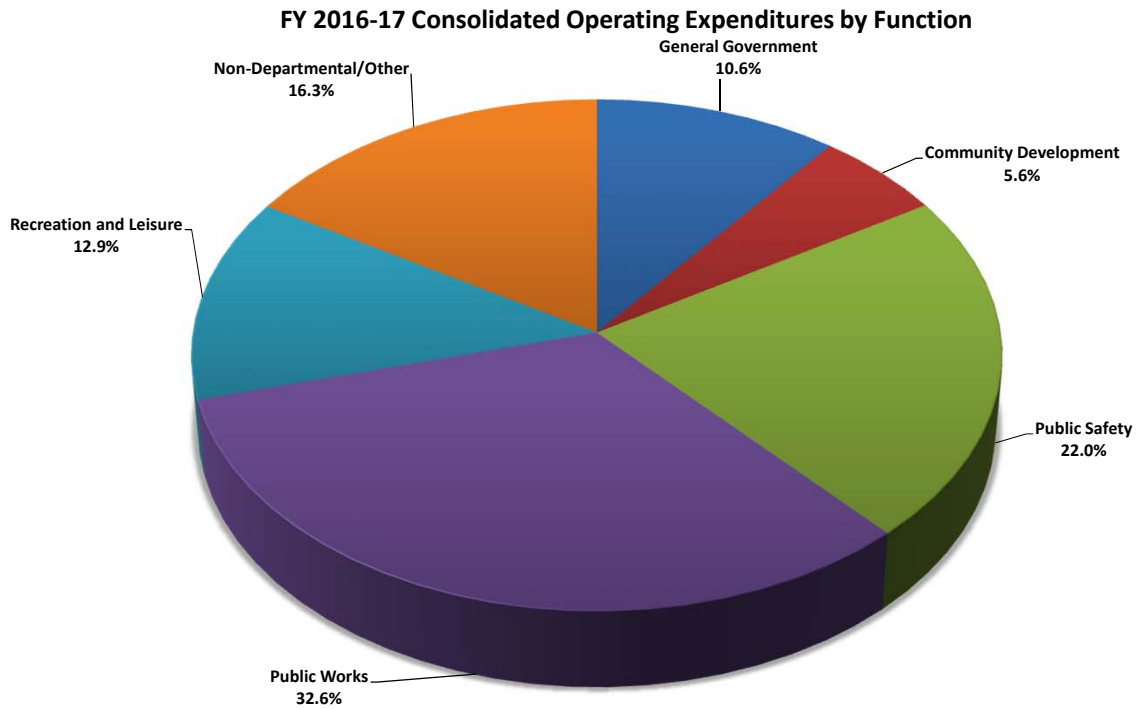
Expenditures By Category:	General Fund	Water And Wastewater Fund	Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
Personnel services	\$ 22,879,199	\$ 3,384,023	\$ 615,281	\$ -	\$ 1,501,380	\$ -	\$ -	\$ -	\$ 782,983	\$ 29,162,866
Operations & maintenance	2,298,290	1,251,675	145,850	20,690	481,545	98,110	80,000	-	862,507	5,238,666
Services & other	7,805,785	5,179,811	380,842	48,700	1,093,131	38,230	-	845,214	1,161,520	16,553,232
Wholesale water purchases	-	9,504,424	-	-	-	-	-	-	-	9,504,424
Wastewater Services-TRA	-	3,482,963	-	-	-	-	-	-	-	3,482,963
Debt service	-	2,368,742	-	1,578,469	-	526,100	-	3,926,434	2,965,692	11,365,437
Transfers to other funds	300,000	-	-	-	-	-	-	449,972	-	749,972
Capital outlay	365,000	1,091,825	500,000	420,000	35,000	290,930	1,105,000	-	482,150	4,289,905
TOTAL ALL FUNDS	\$ 33,648,274	\$ 26,263,462	\$ 1,641,973	\$ 2,067,859	\$ 3,111,056	\$ 953,370	\$ 1,185,000	\$ 5,221,620	\$ 6,254,851	\$ 80,347,465

FY 2016-17 Consolidated Operating Expenditures by Category



FY 2016-17 Consolidated Operating Fund Expenditure Summary by Function

Expenditures By Function:	General Fund	Water And Wastewater Fund	Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
General Government	\$ 5,886,874	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,626,209	\$ 8,513,083
Community Development	1,541,413	-	-	-	-	-	-	-	2,967,192	4,508,605
Public Safety	17,149,397	-	-	-	-	427,270	-	-	130,600	17,707,267
Public Works	3,383,078	19,980,397	1,641,973	-	-	-	1,185,000	-	-	26,190,447
Recreation and Leisure	4,846,355	-	-	2,067,859	3,111,056	-	-	-	303,700	10,328,970
Non-Departmental/Other	841,157	6,283,065	-	-	-	526,100	-	5,221,620	227,150	13,099,092
Total Expenditures	\$ 33,648,274	\$ 26,263,462	\$ 1,641,973	\$ 2,067,859	\$ 3,111,056	\$ 953,370	\$ 1,185,000	\$ 5,221,620	\$ 6,254,851	\$ 80,347,465
Change in Fund Balance	\$ 969,033	\$ 107,133	\$ (192,431)	\$ 859,347	\$ 89,319	\$ 395,988	\$ 333,297	\$ 606,460	\$ 2,723,490	\$ 5,891,636



FY 2016-17 OPERATING FUND BUDGET SUMMARY

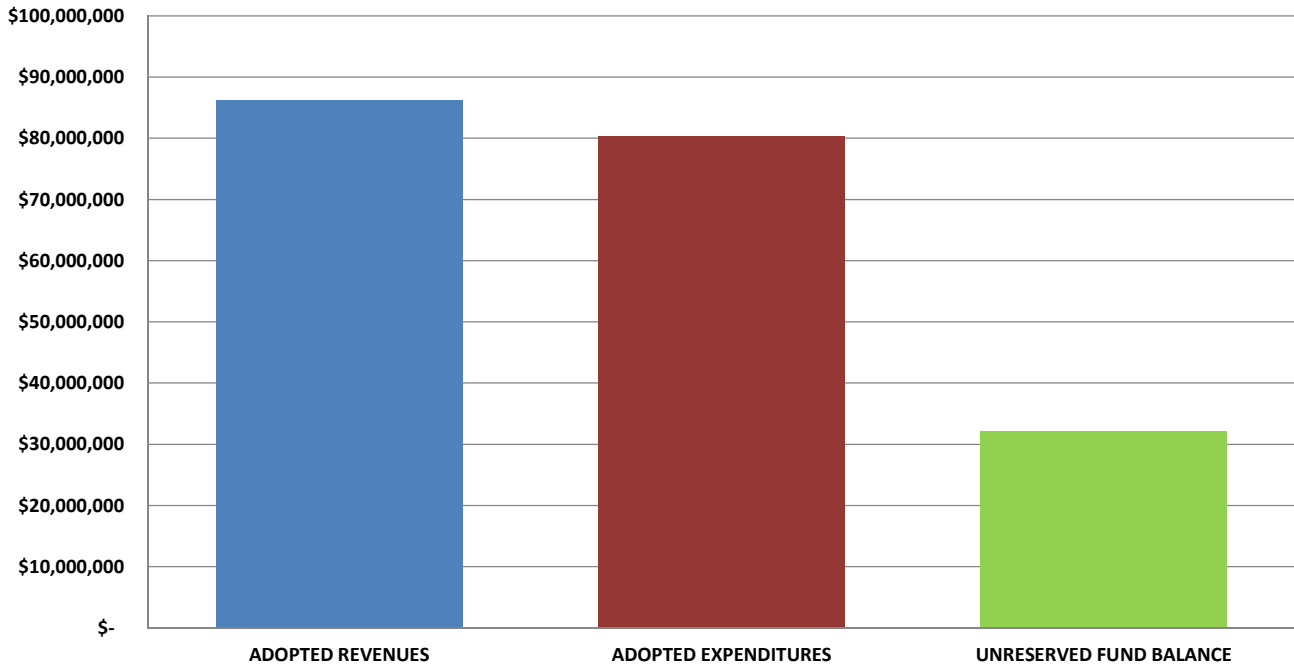
REVENUES	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Budget	YE Proj.	Base	Enct.	Proposed Budget
General Fund	\$ 33,407,276	\$ 33,962,109	\$ 33,225,188	\$ 34,617,307	\$ -	\$ 34,617,307
Water And Wastewater Fund	21,013,055	21,560,125	21,108,433	26,370,595	-	26,370,595
Drainage Utility Fund	1,625,002	1,648,960	1,645,819	1,449,542	-	1,449,542
Keller Development Corporation Fund	3,790,355	2,956,961	2,910,305	2,927,206	-	2,927,206
The Keller Pointe Fund	3,006,484	3,078,080	3,062,065	3,200,375	-	3,200,375
Keller Crime Control And Prevention District Fund	1,290,598	1,324,070	1,313,260	1,349,358	-	1,349,358
Street And Sidewalk Improvements Fund	1,417,972	1,482,961	1,539,780	1,518,297	-	1,518,297
Debt Service Fund	10,352,982	5,167,105	5,093,452	5,828,080	-	5,828,080
Information Technology Fund	1,539,258	1,765,785	1,768,842	1,999,786	-	1,999,786
Library Special Revenue Fund	38,021	20,560	38,364	20,622	-	20,622
Recreation Special Revenue Fund	412,472	238,400	283,400	253,800	-	253,800
Municipal Court Special Revenue Fund	128,168	123,690	136,287	116,277	-	116,277
Public Education And Government Cable Franchise Fee Fund	168,057	160,130	175,635	173,534	-	173,534
Community Clean-Up Fund	34,439	32,440	34,787	32,944	-	32,944
Tax Increment Reinvestment Fund	14,011,496	3,745,650	5,126,507	5,887,414	-	5,887,414
Fleet Replacement Fund	500,639	423,180	409,879	493,964	-	493,964
TOTAL REVENUES	\$ 92,736,274	\$ 77,690,206	\$ 77,872,003	\$ 86,239,101	\$ -	\$ 86,239,101

EXPENDITURES	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Budget	YE Proj.	Base	Enct.	Proposed
General Fund	\$ 29,650,813	\$ 43,113,087	\$ 43,061,489	\$ 32,584,374	\$ 1,063,900	\$ 33,648,274
Water And Wastewater Fund	20,359,152	23,519,013	24,590,304	26,154,332	109,130	26,263,462
Drainage Utility Fund	1,149,800	1,579,198	2,110,251	1,641,973	-	1,641,973
Keller Development Corporation Fund	2,982,830	2,390,460	4,058,651	1,647,859	420,000	2,067,859
The Keller Pointe Fund	2,625,439	3,600,885	3,380,310	3,029,056	82,000	3,111,056
Keller Crime Control And Prevention District Fund	937,710	934,395	1,035,095	694,960	258,410	953,370
Street And Sidewalk Improvements Fund	1,627,110	3,656,463	4,303,400	1,185,000	-	1,185,000
Debt Service Fund	10,696,101	5,118,780	4,941,126	5,221,620	-	5,221,620
Information Technology Fund	1,556,857	1,767,809	1,564,741	2,297,259	-	2,297,259
Library Special Revenue Fund	16,790	17,500	38,205	17,500	-	17,500
Recreation Special Revenue Fund	417,486	232,700	284,494	286,200	-	286,200
Municipal Court Special Revenue Fund	122,902	158,417	158,417	130,600	-	130,600
Public Education And Government Cable Franchise Fee Fund	81,481	280,645	79,420	310,950	18,000	328,950
Community Clean-Up Fund	-	30,000	-	30,000	-	30,000
Tax Increment Reinvestment Fund	13,261,422	2,985,795	2,985,795	2,967,192	-	2,967,192
Fleet Replacement Fund	158,616	542,145	542,145	197,150	-	197,150
TOTAL EXPENDITURES	\$ 85,644,508	\$ 89,927,292	\$ 93,133,844	\$ 78,396,025	\$ 1,951,440	\$ 80,347,465

FY 2016-17 CONSOLIDATED PROJECTED FUND BALANCES

	9/30/2015 Unreserved Fund Balance	FY 2015-16 YE Proj. Revenues	FY 2015-16 YE Proj. Expenditures	9/29/2016 Projected Unreserved Fund Balance	FY 2016-17 Proposed Revenues	FY 2016-17 Proposed Expenditures	9/30/2017 Projected Unreserved Fund Balance
General Fund	\$ 18,519,582	\$ 33,225,188	\$ 43,061,489	\$ 8,683,281	\$ 34,617,307	\$ 33,648,274	\$ 9,652,314
Water And Wastewater Fund	6,037,571	21,108,433	24,590,304	2,555,700	26,370,595	26,263,462	2,662,833
Drainage Utility Fund	2,618,925	1,645,819	2,110,251	2,154,493	1,449,542	1,641,973	1,962,062
Keller Development Corporation Fund	2,660,466	2,910,305	4,058,651	1,512,120	2,927,206	2,067,859	2,371,467
The Keller Pointe Fund	1,056,031	3,062,065	3,380,310	737,786	3,200,375	3,111,056	827,105
Keller Crime Control And Prevention District Fund	3,434,477	1,313,260	1,035,095	3,712,642	1,349,358	953,370	4,108,630
Street And Sidewalk Improvements Fund	2,816,419	1,539,780	4,303,400	52,799	1,518,297	1,185,000	386,096
Debt Service Fund	173,963	5,093,452	4,941,126	326,289	5,828,080	5,221,620	932,749
Information Technology Fund	649,369	1,768,842	1,564,741	853,470	1,999,786	2,297,259	555,997
Library Special Revenue Fund	25,732	38,364	38,205	25,891	20,622	17,500	29,013
Recreation Special Revenue Fund	348,120	283,400	284,494	347,026	253,800	286,200	314,626
Municipal Court Special Revenue Fund	118,946	136,287	158,417	96,816	116,277	130,600	82,493
Public Education And Government Cable Franchise Fee Fund	508,241	175,635	79,420	604,456	173,534	328,950	449,040
Community Clean-Up Fund	156,332	34,787	-	191,119	32,944	30,000	194,063
Tax Increment Reinvestment Fund	1,208,973	5,126,507	2,985,795	3,349,685	5,887,414	2,967,192	6,269,907
Fleet Replacement Fund	1,239,919	409,879	542,145	1,107,653	493,964	197,150	1,404,467
TOTAL	\$ 41,573,066	\$ 77,872,003	\$ 93,133,844	\$ 26,311,225	\$ 86,239,101	\$ 80,347,465	\$ 32,202,861

FY 2016-17 Operating Budget Fund Balance Summary



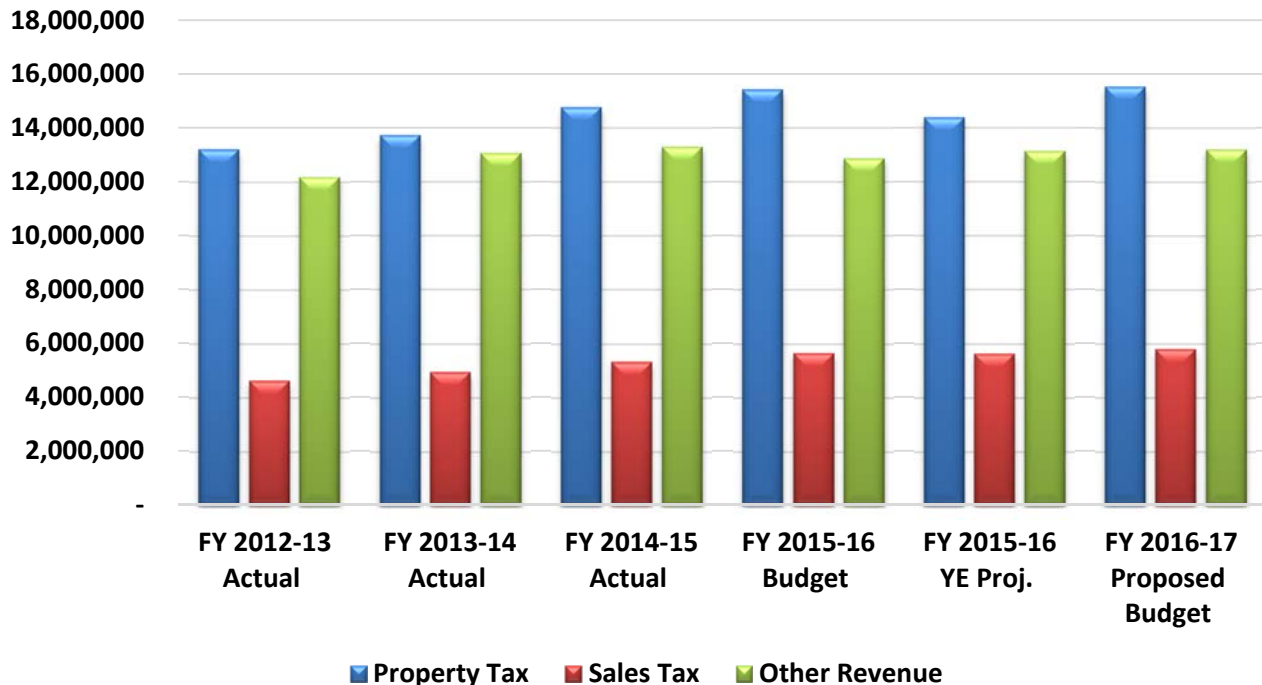
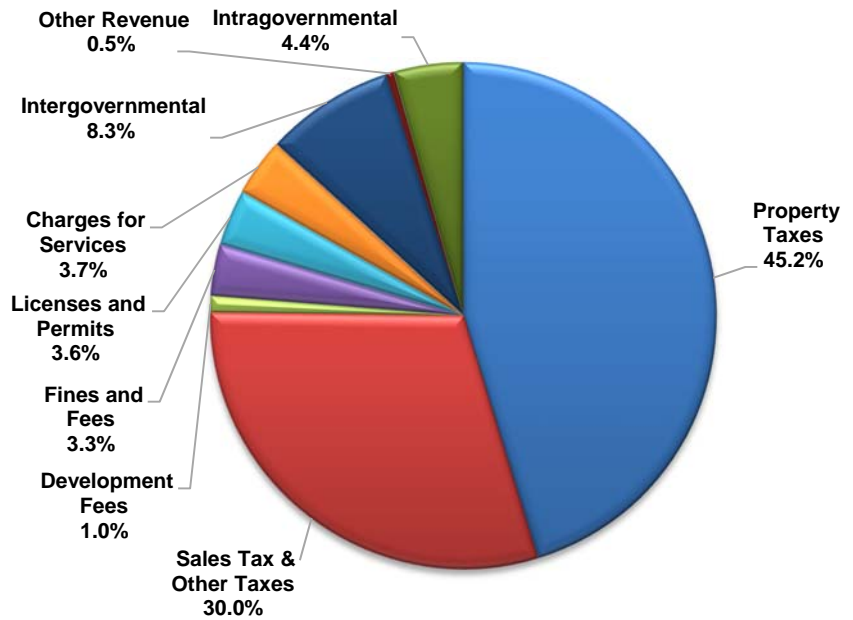
This statistical analysis summarizes the FY 2016-17 Proposed Budget by providing a summary of the revenue and expenditures of the city's various funds and provides a comparison to FY 2015-16 budget and year-end projections.

GENERAL FUND

Revenue Assumptions:

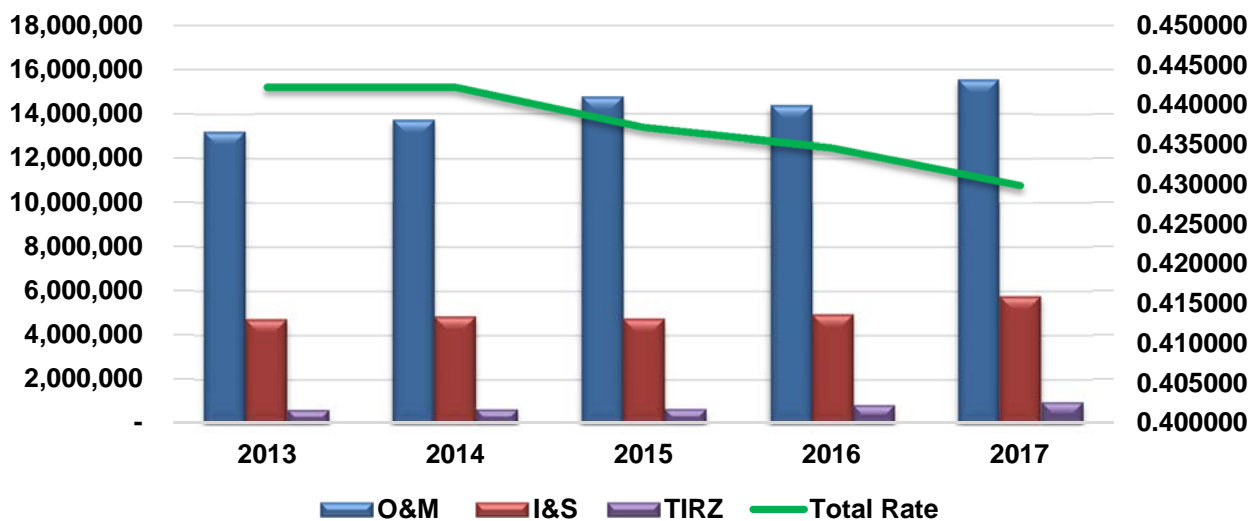
The budget takes a conservative approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2016-17 are \$34,617,307 and assume an overall increase of 1.9% over FY 2015-16 budget and an overall increase of 4.2% from FY 2015-16 projections. Funding of the city's General Fund operations is derived from eight major revenue categories, with ad valorem tax being the largest category with 45.2% and sales tax the second largest at 30.0%. The pie chart shows the revenue percentage breakdown by category and the bar graph shows the growth of ad valorem tax, sales tax and all other revenues over five years.

General Fund Revenues



Ad Valorem Taxes:

Ad Valorem tax is the largest revenue source for the City of Keller and is split between the General Fund (Operations and Maintenance tax rate) and Debt Service (Interest and Sinking tax rate). The proposed FY 2016-17 rate is \$0.43000 per \$100 of taxable value (/100), which is a decrease of \$0.00469/100 from the FY 2015-16 rate. The average household taxable value has also increased from \$287,593 to \$316,629, which results in an average increase of \$112 on a residential ad valorem payment. This accounts for increasing the homestead exemption from 1% to 4% this year. Without the increased exemption, the average taxable value would be \$326,421, which would have increased the average household levy by \$42. The estimated property tax revenue for FY 2016-17 is \$22,188,514.



The Operations and Maintenance (O&M) rate is \$0.313578, which is a slight decrease from the FY 2015-16 rate of \$0.323170 and will result in O&M revenue of \$15,541,663. As seen in the graph, the General Fund property tax growth will increase due to new development and increased property values, even with the tax rate decrease.

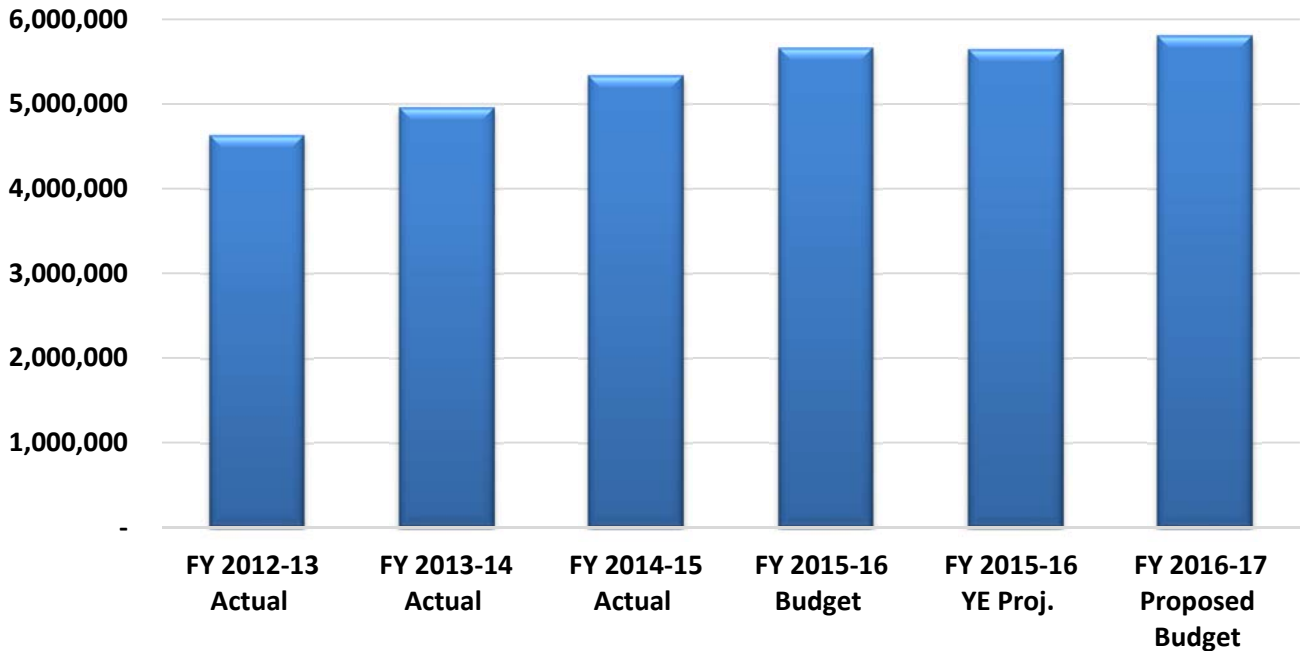
Sales and Use Tax Collections:

FY 2016-17 Budget	\$5,813,651	
% of Fund Revenue	16.8%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 144,705	2.5%
FY2015-2016 Projection	\$ 169,329	3.0%

The second largest General Fund revenue source is Sales Tax. The city's total sales tax rate is 2 cents per \$1 with 1 cent going to the General Fund; a 1/2-cent going to the Keller Development Corporation for construction of recreational facilities, as approved by voters in January 1992; a 1/4-cent going to street maintenance, as approved by voters in November 2011; and a 1/4-cent going to the Keller Crime Control District, as approved by voters in November 2001. The FY 2015-16 projected year-end sales tax revenue is \$11,288,644, and of this amount approximately half, or \$5,644,322, will go to the General Fund.

Currently, sales tax is approximately 6% over this time last year, though this is slightly behind budgeted projections. For FY 2016-17, the city is anticipating conservative growth in sales tax of 3% from year-end projections.

General Fund Sales Tax Collection



Other Taxes (Franchise Fees & Mixed Beverage Tax):

FY 2016-17 Budget	\$4,567,350	
% of Fund Revenue	13.2%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 160,030	3.6 %
FY 2015-16 Projection	\$ 130,934	3.0 %

Other Taxes (Franchise Fees & Mixed Beverage Taxes) are comprised of mixed beverage and franchise taxes, with the latter accounting for approximately 96.3% of these revenues. Franchise taxes are fees charged for the continued use of public property (rights-of-way) and are collected primarily from utility companies, and from the City of Keller's Water & Wastewater Utility and Drainage Utility funds. Revenues are based on trends that have continued to increase due to continued building and expansion of area businesses as well as residential growth. Mixed beverage tax is related to mixed alcohol beverage sales in restaurants and pubs within the city. The city is anticipating minimal growth in both franchise fees and mixed beverage taxes this year.

Licenses and permits:

FY 2016-17 Budget	\$1,238,108		
% of Fund Revenue	3.6%		
<u>Compared to</u>	<u>\$ Growth</u>		<u>% Growth</u>
FY 2015-16 Budget	\$ 14,108		1.2 %
FY 2015-16 Projection	\$ 1,230		0.1 %

Licenses and permits include building permits and fees, plumbing permits, mechanical permits, electrical permits, fence permits, and sign and other miscellaneous permits. The major revenue item in this category is building permits, which are projected to be \$1.1 million for FY 2016-17. The city anticipates a similar level of growth this year as it has experienced in FY 2015-16.

Charges for Services:

FY 2016-17 Budget	\$1,273,842		
% of Fund Revenue	3.7 %		
<u>Compared to</u>	<u>\$ Growth</u>		<u>% Growth</u>
FY 2015-16 Budget	\$ 57,212		4.7 %
FY 2015-16 Projection	(\$ 43,665)		(3.3)%

Charges for services include revenues from ambulance services, use of city property (park and facility rental and communications tower leases) and Town Center Property Owner Association fees. Ambulance services account for \$943,818 of the total for FY2016-17. Year-end projections for some revenues are higher than the proposed budget as they are higher than the five-year average. The city uses five-year averaging for these service charges to create revenue estimates for the upcoming year.

Fines and Fees:

FY 2016-17 Budget	\$1,147,103		
% of Fund Revenue	3.4 %		
<u>Compared to</u>	<u>\$ Growth</u>		<u>% Growth</u>
FY 2015-16 Budget	\$ 200,903		21.2 %
FY 2015-16 Projection	\$ 99,973		9.6 %

Fines and fees include Municipal Court fines, library fines, false alarm fees, animal control fees, inspection fees and construction plan review fees. Municipal Court fines comprise the majority of the revenue increase and result from Class "C" misdemeanor violations occurring within the city limits.

Intragovernmental Revenue:

FY 2016-17 Budget	\$1,531,773		
% of Fund Revenue	4.4 %		
<u>Compared to</u>	<u>\$ Growth</u>		<u>% Growth</u>
FY 2015-16 Budget	\$ (93,227)		(5.7)%
FY 2015-16 Projection	\$ (93,227)		(5.7)%

Intragovernmental revenue includes transfers for administrative services from the Water & Wastewater and Keller Development Corporation funds. Transfers are based upon prior year actual expenditures and a set ratio of estimated departmental activity for that fund. The transfers will increase or decrease annually as activity in the General Fund departments change. In addition, the transfers include a

Payment In Lieu of Taxes (PILOT), and the transfer amount will increase or decrease as the Water and Wastewater Fund asset value increases or decreases.

Intergovernmental Revenue:

FY 2016-17 Budget	\$2,867,193	
% of Fund Revenue	8.3 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 82,393	3.0 %
FY 2015-16 Projection	\$ 77,493	2.8 %

Intergovernmental revenue includes revenues from the Town of Westlake for reimbursement of police operation services resulting from a contract between Keller and Westlake (\$914,000); the City of Southlake for combined jail, communications and animal adoption services (\$1,075,859); the City of Colleyville (\$785,961) for combined jail, communications and animal adoption services; and reimbursements from the Keller Independent School District for funding of a school resource officer at Keller High School (\$52,000). Increases in personnel and service costs are shared with our regional partners and are reflected in the additional revenues.

Development Fees:

FY 2016-17 Budget	\$354,010	
% of Fund Revenue	1.1 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (4,990)	(1.4) %
FY 2015-16 Projection	\$ (13,628)	(3.7) %

Development Fees include paving and drainage inspection, construction plan review, zoning and subdivision fees, and developer fees-street lighting. Developer fees-street lighting are estimated to be \$1,756 compared to \$9,874 in FY 2014-15. The budget has been reduced from \$10,000 to \$5,010, which reflects a five-year average for the fee. Year-end projections came in higher in zoning and subdivision fees, but the FY 2016-17 budget remains at the same level as the FY 2015-16 based on historical trends.

Other Revenues:

FY 2016-17 Budget	\$166,380	
% of Fund Revenue	0.5 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (3,685)	(2.2) %
FY 2015-16 Projection	\$ (85,831)	(0.3) %

Other Revenues include interest revenue, miscellaneous revenue and rebates, and public art donations. These vary depending on interest rates and various donations. Year-end projections for interest income are an increase from the FY 2015-16 budget; however, the FY 2016-17 budget will remain the same as part of a conservative approach to this revenue stream.

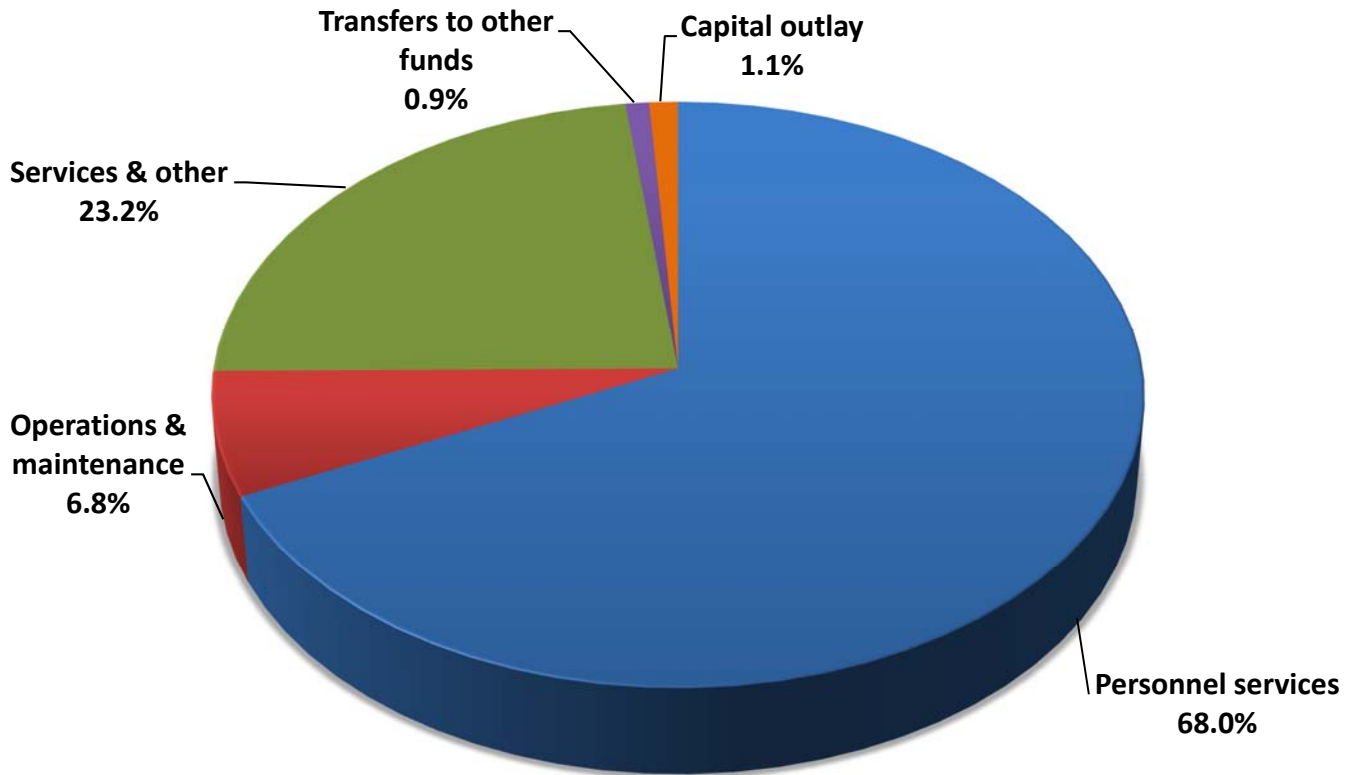
Expenditure Synopsis:

The General Fund expenditures total \$33,648,274 for FY 2016-17, which is a decrease of \$9,464,813, or 22.0%, from the FY 2015-16 budget and a decrease of \$9,413,215 or 21.9% from year-end projections. A breakdown and description of the General Fund expenditures by account category and by function are provided below.

Expenditures by Account Category

The General Fund is broken into five major categories: personnel services, operations and maintenance, services and other, transfers to other funds and capital outlay. Personnel costs, including any increases in compensation rates, are calculated by the Human Resources Department. All other costs are based on the previous year's revised funding level minus any one-time costs from the previous year. In order for departments to receive an increase in funding, either an adjustment to base request must be approved by the City Manager or an enhancement must be approved by City Council. Below is a breakdown of FY 2016-17 account category expenditures.

FY 2016-17 General Fund Expenditures by Category



Personnel Services:

FY 2016-17 Budget	\$22,879,199	
% of Fund Expenditures	68.0%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 454,752	2.0 %
FY 2015-16 Projection	\$1,420,933	6.6 %

As the city is a service organization, personnel services is the single largest expenditure category for the General Fund and includes the costs related to salaries, insurance and retirement. Year-end projections reflect cost savings due to retirements and vacancies within the city in 2015-2016. While the FY 2016-17 budget increased by only 2% from the FY 2015-16 budget, it includes a 3% compensation increase for staff with 1.5% being a market adjustment for all employees and another 1.5% based upon performance; an increase to the annual contribution to the Texas Municipal Retirement System (TMRS) of 0.58% for a total contribution rate of 15.65%; and an increase of insurance benefits of 6.5%, which reflects the cost to maintain the city's current plan structure.

Operations & Maintenance:

FY 2016-17 Budget	\$2,298,290	
% of Fund Expenditures	6.8 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$(38,982)	(1.7)%
FY 2015-16 Projection	\$ 49,408	2.2 %

Operations and maintenance expenditures include major categories of supplies, equipment, street, grounds and building maintenance costs. While cost savings are shown for FY 2016-17, increases in FY 2015-16 were due mainly to fuel and maintenance in the parks and public works departments.

Services & other:

FY 2016-17 Budget	\$7,805,785	
% of Fund Expenditures	23.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (1,289,238)	(14.2) %
FY 2015-16 Projection	\$ (4,880,632)	(38.5) %

Services and other expenditures include expenditures for professional and legal services, utilities, liability insurance premiums and other general expenditures. The year-end projection reflects one-time Economic Development incentive funding that are removed for FY 2016-17. The funds are being moved to a capital improvement project fund until either developer or city-led projects are determined.

Transfers to other funds:

FY 2016-17 Budget	\$300,000	
% of Fund Expenditures	0.0 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (0.00)	0.0 %
FY 2015-16 Projection	\$ (0.00)	0.0 %

Transfers to other funds did not change this year. The previous three years, \$300,000 was transferred from fund balance annually to the Fleet Fund for administrative vehicles. Beginning in FY 2016-17, the amount will be transferred from fire to the Fleet Fund to secure funds for future fire apparatus and will be considered an ongoing operating cost.

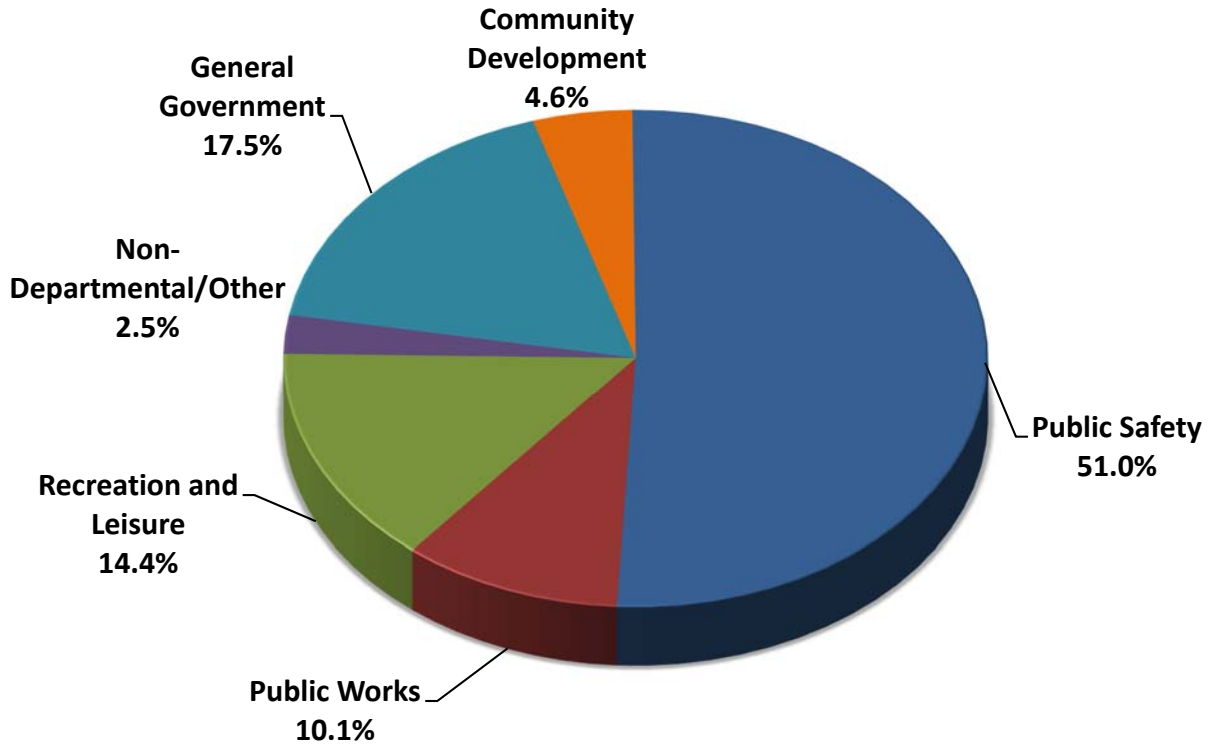
Capital Outlay:

FY 2016-17 Budget	\$365,000	
% of Fund Expenditures	1.09%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (8,591,345)	(95.9) %
FY 2015-16 Projection	\$ (6,002,925)	(94.3) %

Capital outlay includes expenditures for new assets, or replacements or improvements to existing assets. Many of the capital items budgeted were for projects that have not yet been complete. In FY 2016-17, these capital projects are being moved from the general operating funds and into project accounts in a capital fund. Since many projects do not occur in a budgeted fiscal year, these will now be accounted for in a capital improvement project fund, which use project-life accounting.

Expenditures by Function

There are five main functions in the General Fund: public safety, general government, recreation and culture, public works and community development. A breakdown of FY 2016-17 departmental expenditures and a brief description are given comparing the departments to the FY 2015-16 budget and year-end projections. Below, a pie chart shows the percentage breakdown of each function and a bar graph shows the expenditure growth of each function compared to population growth.



Public Safety:

FY 2016-17 Budget	\$17,149,397	
% of Fund Expenditures	51.0 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 692,884	4.21 %
FY 2015-16 Projection	\$ 1,270,121	8.00 %

The Public Safety function handles all aspects related to citizen protection and is made up of the Police and Fire Services. The largest expenditure in public safety is personnel, which will increase by \$402,874. FY 2015-16 savings reflects vacancy savings in both departments. There is also the addition of a transfer of \$300,000 from fire to the Fleet Fund beginning in FY 2016-17 to build reserves for future replacement of fire apparatus.

General Government

FY 2016-17 Budget	\$5,886,874	
% of Fund Expenditures	17.5%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 741,491	14.4 %
FY 2015-16 Projection	\$ 998,374	20.4 %

This function handles the administrative functions of the city and is comprised of the City Council & Mayor, City Manager & Administration, Town Hall Operations, Finance & Accounting, Municipal Court, Human Resources and Economic Development departments. One-time economic development incentives for FY 2016-17 have been budgeted in the Economic Development Department and had previously been budgeted in the Non-Departmental budget.

Recreation & Culture:

FY 2016-17 Budget	\$4,846,355	
% of Fund Expenditures	14.4%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (311,983)	(6.1)%
FY 2015-16 Projection	\$ 80,075	1.7 %

The recreation & culture function includes the Keller Public Library, Keller Senior Activities Center, Keller Sports Park, Parks & City Grounds and Keller Town Center. Savings compared to FY 2015-16 for Parks included savings from a mowing contract and a one-time capital expense in FY 2015-16 not included in FY 2016-17.

Public Works:

FY 2016-17 Budget	\$3,383,078	
% of Fund Expenditures	10.1%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (592,517)	(14.9) %
FY 2015-16 Projection	\$ (447,530)	(11.7) %

The Public Works function is related to Street Maintenance, Engineering & Inspections, Street Lighting and Public Works Administration. The decrease in budget compared to both year-end projections and FY 2016-17 budget relate to the moving of capital projects from the operating budget and into a designated Capital Improvement Project account. This new accounting practice will allow for project-life budgeting rather than on a fiscal year and will reduce the use of re-appropriation of prior-year funds, which is the current practice. In addition, an asphalt paver and trailer have been included in the Street Maintenance division with a total cost of \$220,750 and is considered a one-time purchase.

Community Development:

FY 2016-17 Budget	\$1,541,413	
% of Fund Expenditures	4.6%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 37,893	2.5 %
FY 2015-16 Projection	\$ 158,539	11.5 %

Community Development is broken out into two sections: Planning and Zoning, and Building and Construction Services. The slight increase for FY 2016-17 is the addition of a vehicle (\$21,100) for the Building and Construction Services Division. Currently one vehicle is shared between five people. The additional vehicle will be shared primarily for the building official and plans examiner to check on construction and development. The FY 2015-16 budget included \$100,000 for future special projects, which are still being determined. The funds have been reallocated into FY 2016-17, therefore a cost savings is shown in the year-end projection.

Non-Departmental/Other:

FY 2016-17 Budget	\$841,157	
% of Fund Expenditures	2.5%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$(10,032,581)	(92.3) %
FY 2015-16 Projection	\$(11,472,794)	(93.2) %

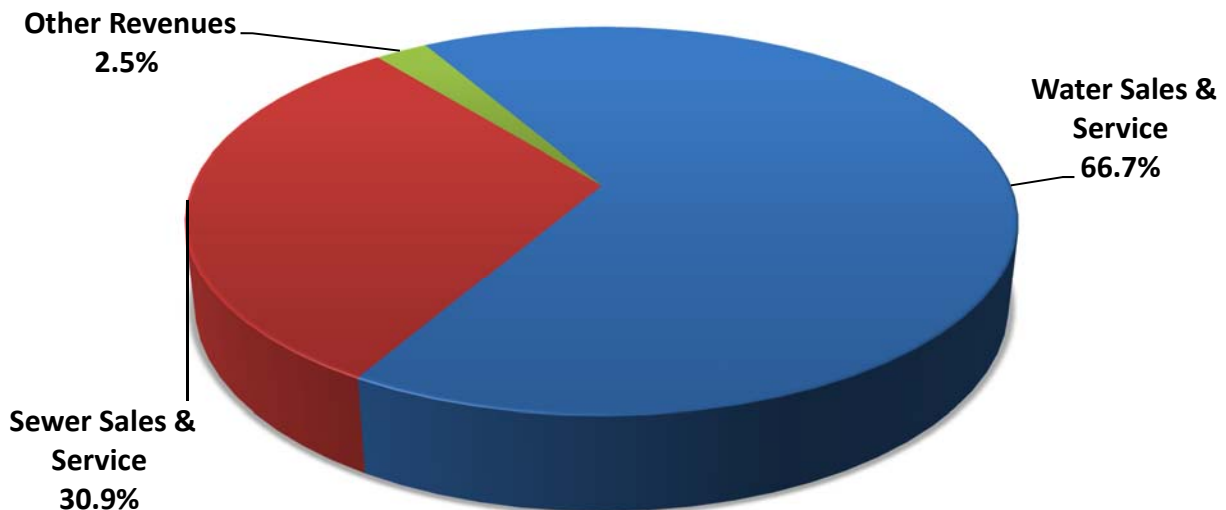
Non-Departmental/Other reflects citywide expenditures such as postage, Information Services transfers and general insurance. In FY 2015-16, several large one-time expenditures were included in this category, including Economic Development incentives at \$2,155,680, transportation projects at \$4,500,000, entryway portal signs at \$200,000, and one-time fleet replacement at \$300,000. The funds have been transferred to the appropriate Capital Improvement Fund and therefore will not be re-appropriated in FY 2016-17. In addition, FY 2015-16 economic development one-times were higher than anticipated and include transferring funds to a Capital Improvement Fund for future opportunities.

WATER AND WASTEWATER FUND

Revenue Assumptions:

The Water & Wastewater Fund revenues for FY 2016-17 of \$26,370,595 will have an overall increase of \$4,810,470, or 22.3%, over the FY 2015-16 budget and an increase of \$5,262,162, or 24.9%, compared to year-end projections. In the Utility Fund, there are five major revenue categories: Water Sales & Service, Sewer Sales & Service, Taps and Miscellaneous Fees, Interest Income and Other Revenues. Breakdowns of each revenue category for the Utility Fund and a brief description are provided. Below, a pie chart shows the category breakdown by percentage and a bar graph shows revenue growth compared to account growth.

FY 2016-17 Utility Fund Revenue



Water Sales and Service:

FY 2016-17 Budget	\$17,586,268	
% of Fund Expenditures	66.7%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 2,875,413	19.6 %
FY 2015-16 Projection	\$ 3,201,078	22.3 %

This year, the city is proposing its first substantive fee increases for water in more than 10 years. The city will also continue its practice of increasing fees annually — via “pass-thru” rate increases — based on the cost of wholesale water increases by the City of Fort Worth, which represent over 35% of the Water and Wastewater Fund budget. In prior years, pass-thru rates were based upon rolling five-year averages designed to smooth out fee increases/decreases over time. However, with continual increased annual costs, the city’s rates ended up subsidizing the pass-thru rates. This year, the average household utility bill will increase by 18.6%. The proposed rate increases will eliminate five-year averaging and begin actual pass-thru increases. In addition, rates will be reviewed annually with recommended incremental adjustments as needed, rather than deferring increases until large adjustments are needed.

Sewer Sales & Service:

FY 2016-17 Budget	\$8,137,238	
% of Fund Expenditures	30.9%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 1,952,518	31.6 %
FY 2015-16 Projection	\$ 2,083,547	34.4 %

As with the water rates, an increase to the sewer rates will also be going into effect for FY 2016-17. Other than pass-thru rates related the Tarrant River Authority (TRA) wastewater treatment contract, rates have not been increased in over 10 years. This year's budget includes a proposed rate increase of 18% and would eliminate the five-year averaging practice used for pass-thru rates, instead beginning to pass thru rate increases as they occur. Like our water rates, wastewater rates will now be reviewed annually with recommended incremental adjustments as needed, rather than deferring increases until large adjustments are needed.

Other Revenues:

Taps and Miscellaneous Fees:

FY 2016-17 Budget	\$575,066	
% of Fund Revenues	2.2%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (12,984)	(2.2) %
FY 2015-16 Projection	\$ (26,838)	(4.5) %

Revenue for water taps and connect fees are trending downward and account for the decrease in this category.

Interest Income:

FY 2016-17 Budget	\$16,653	
% of Fund Revenues	0.1%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (8,347)	(33.4) %
FY 2015-16 Projection	\$ (852)	(4.9) %

Interest income is revenue created by the investment of working capital into investment pools. Revenue trends continue to show a slight decline, which is reflected in the FY 2016-17 budget.

Other Revenues:

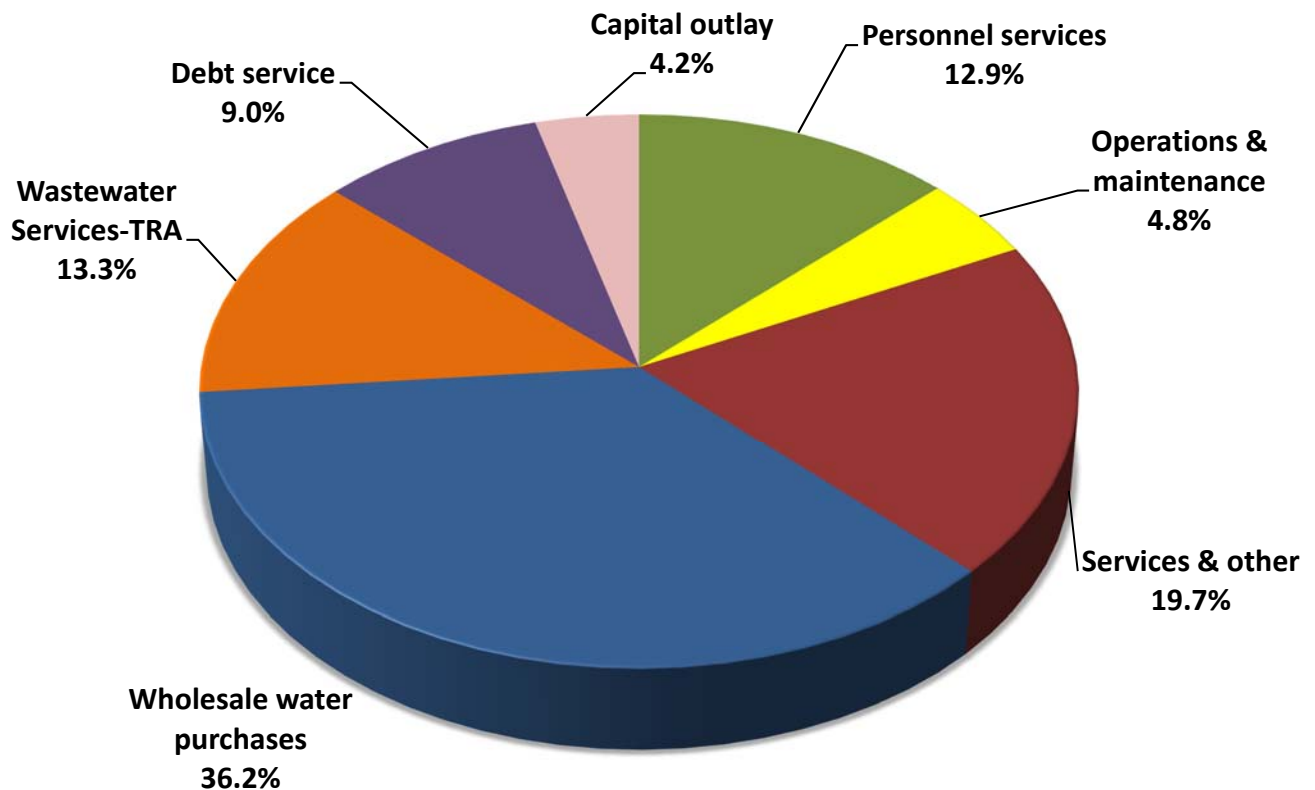
FY 2016-17 Budget	\$55,370	
% of Fund Revenues	0.2%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 3,870	7.5 %
FY 2015-16 Projection	\$ 5,227	10.4 %

All additional revenues are combined to create the Other Revenue category, which includes an increase in the intergovernmental agreement with Southlake for wastewater reimbursement.

Expenditure Synopsis:

The Utility Fund expenditures total \$26,263,462 for FY 2016-17, which is an increase of \$2,744,449, or 11.67%, from FY 2015-16 budget, and \$1,673,158, or 6.80%, over projections. The Utility Fund is broken into eight major categories: personnel, operations and maintenance, services and other, wholesale water purchases, wastewater services - TRA, debt service, transfers to other funds and capital outlay. Personnel costs, including any increases in compensation rates, are calculated by the Human Resources Department. Capital outlay costs consist of large one-time costs and capital rehabilitation programs, such as waterline repairs and replacements. All other costs are based on the previous year's revised funding level minus any one-time costs from the previous year. In order for departments to receive an increase in funding, either an adjustment to base request must be approved by the City Manager or an enhancement must be approved by the City Council. Below is a breakdown of FY 2016-17 account categories by percentage and a comparison of Utility Fund expenditures compared to customer account growth.

FY 2016-17 Utility Fund Expenditures by Category



Personnel Services:

FY 2016-17 Budget	\$3,384,023	
% of Fund Expenditures	12.9 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 185,196	5.9 %
FY 2015-16 Projection	\$ 298,467	9.7 %

Like the General Fund, the Water & Wastewater Fund's proposed budget includes a 3% compensation increase for staff, including a 1.5% market adjustment for all employees and a 1.5% merit increase for eligible employees; an increase to the annual contribution to the Texas Municipal Retirement System (TMRS) of 0.58% for a total contribution rate of 15.65%; and an increase to insurance benefits of 6.5%, which reflects the cost to maintain the city's current plan structure. The year-end projections reflect vacancy savings during the year. A new Water Production Operator is also being proposed due to recently updated state and federal mandates regarding water quality assurance.

Operations and maintenance:

FY 2016-17 Budget	\$1,251,675	
% of Fund Expenditures	4.8 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 42,060	3.5 %
FY 2015-16 Projection	\$ 30,135	2.5 %

Operations and maintenance budgets include expendable materials and operating supplies necessary to conduct departmental activities. For the utility department, much of this increase is tied to the additional chemical supplies needed to treat and maintain water and wastewater areas.

Services and other:

FY 2016-17 Budget	\$5,179,811	
% of Fund Expenditures	19.7 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 447,983	9.5 %
FY 2015-16 Projection	\$ 472,949	10.1 %

The city is anticipating to issue debt during FY 2016-17 and the estimated annual payment during the year is \$428,890. The cost is considered a bond issuance service cost until the debt is issued and therefore reflected in the services and other category. Once issued, it will move to the debt service section.

Wholesale Water Purchases:

FY 2016-17 Budget	\$9,504,424	
% of Fund Expenditures	36.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$2,264,424	31.3 %
FY 2015-16 Projection	\$ 378,312	4.2 %

The City of Keller purchases water from the City of Fort Worth. The FY 2015-16 budget was a carry-over from the FY 2014-15 budget, however trends are currently showing costs to be significantly higher due

to both usage and price increases. The FY 2016-17 is based upon current per-account usage trends. This increase coincides with the new water and wastewater rate increases, using pass-through rates rather than a five-year average.

Wastewater Services - TRA:

FY 2016-17 Budget	\$3,482,963	
% of Fund Expenditures	13.3 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 208,920	6.4 %
FY 2015-16 Projection	\$ 277,255	8.7 %

Wastewater treatment is another large expense within the Utility Fund. The city holds a contract with the Trinity River Authority (TRA) for wastewater treatment and collection services. Costs for the service increase both due to growth in the city and actual costs to provide the service. Increases in this area are charged as a pass-thru and are calculated at a percentage of TRA's annual budget requirement.

Debt Service:

FY 2016-17 Budget	\$2,368,742	
% of Fund Expenditures	9.1 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (596,853)	(20.1) %
FY 2015-16 Projection	\$ 19,741	0.8 %

After reconciliation of utility debt service, a one-time debt payment in FY 2015-16 for a debt refunding was over appropriated to the utility fund. The appropriate distribution is reflected in the year-end projection. While the city intends to issue debt in FY 2016-17 as part of the SWIFT water loan program, the proposed debt is in the bond issuance services costs reflected in the services and other expenditure category.

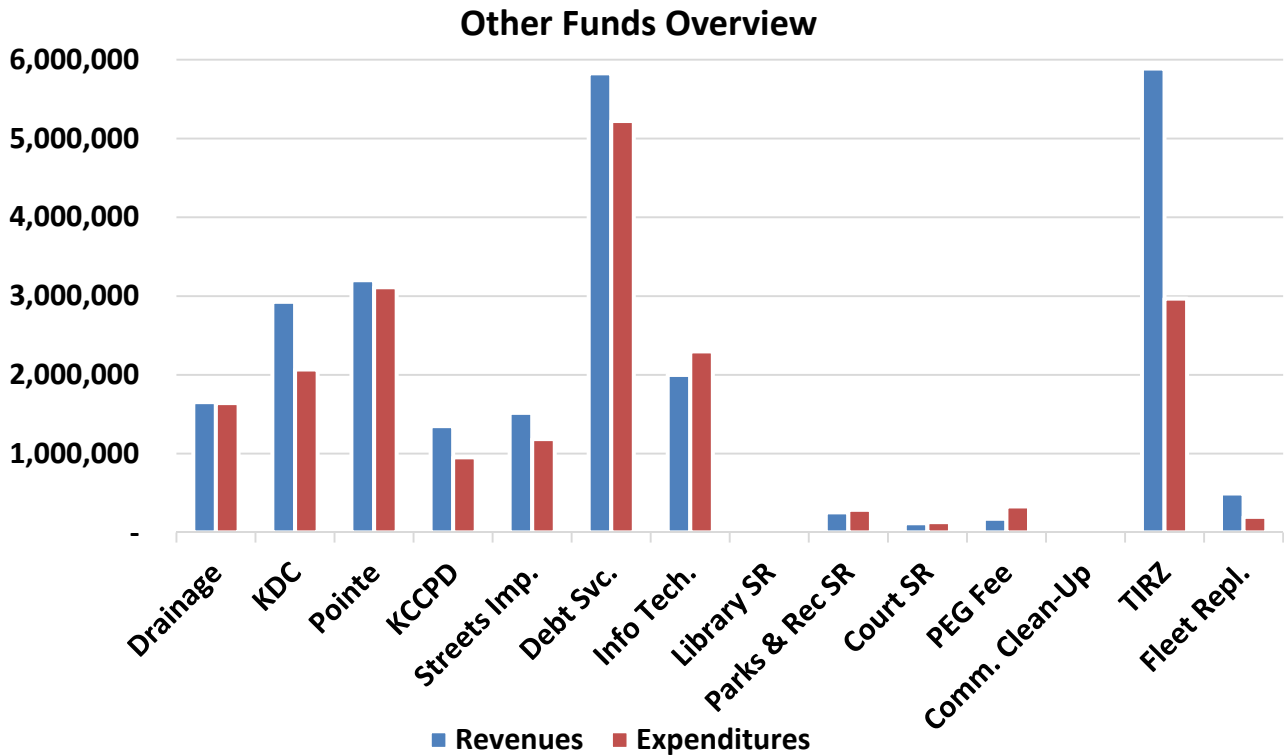
Capital Outlay:

FY 2016-17 Budget	\$1,091,825	
% of Fund Expenditures	4.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 192,720	21.4 %
FY 2015-16 Projection	\$ 196,300	21.9 %

Water Utilities will have an increase to capital expenditures for various water utility relocations, large valve replacements and an update to the Master Plan. The Wastewater area will also have significant projects, including a \$500,000 pipe bursting project. However, there were also projects not accomplished for FY 2015-16 and those funds are being reallocated into the FY 2016-17 budget, thus not showing any significant increases from year to year.

OTHER OPERATING FUNDS

The Other Operating Funds of the city include funds that are intended to be self-sufficient and/or have been created for a specific purpose as denoted by the name of the fund. A summary is provided below for these funds.



Drainage

FY 2016-17 Revenues	\$1,449,542	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (199,419)	(12.1)%
FY 2015-16 Projection	\$ (196,277)	(11.9)%
FY 2016-17 Expenditures	\$1,641,973	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 62,775	4.0 %
FY 2015-16 Projection	\$ (468,278)	(22.2) %
Revenues – Expenditures	\$ (192,431)	

Drainage utility fees account for 98% of the revenues to this fund. For FY 2016-17, the city is proposing to reduce the drainage fee by \$1 or 12% per month. Several drainage projects are currently in the design and construction stages and construction for a project on Barbara Lane will begin in FY 2016-17 estimated at \$300,000. After these projects, there are no more significant capital projects and based upon future estimates, the fund will be sustainable with the reduced drainage fee.

Keller Development Corporation Fund

FY 2016-17 Revenues	\$ 2,927,206	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (29,755)	(1.01) %
FY 2015-16 Projection	\$ 16,901	.58 %
FY 2016-17 Expenditures	\$2,067,859	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (322,601)	(13.5) %
FY 2015-16 Projection	\$ (1,990,792)	(49.1) %
Revenues – Expenditures	\$ 859,347	

The KDC is a voter-approved 1/2-cent sales tax option dedicated to funding large projects for park and trail improvements. While sales tax is anticipated to increase, revenues show a decrease for FY 2016-17 due to the removal of a debt transfer from The Keller Pointe. The KDC issued the debt for the recently completed Pointe expansion, however the Pointe will no longer make a transfer to the KDC as repayment for that project; instead, funds will be used to begin a capital maintenance replacement program. The reduction in expenditures is due to the projects being moved into CIP funds. For FY 2016-17, KDC projects include a Senior Center Needs Study, Trail System Expansion and Matching Grant Program.

The Keller Pointe Fund

FY 2016-17 Revenues	\$3,200,375	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 122,295	3.97 %
FY 2015-16 Projection	\$ 138,310	4.52 %
FY 2016-17 Expenditures	\$3,111,056	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (489,829)	(13.60) %
FY 2015-16 Projection	\$ (269,254)	(7.97) %
Revenues – Expenditures	\$ 89,319	

The Keller Pointe is an enterprise function intended to be a self-supporting operation; therefore, the revenues generated by the facility should fully support its direct operating costs. The primary source of revenue is generated through memberships and pass sales, with the second largest revenue source being programs. For FY 2016-17, a proposed rate increase of 9% beginning in January 2017 is included in the budget. Expenditure increases are directly related to salary and utility increases each year. In addition, The Pointe will begin a capital maintenance replacement program. In FY 2015-16, there were various one-time expenses with the renovation of the facility, so FY 2016-17 should represent a more normalized operating budget.

Information Technology Fund

FY 2016-17 Revenues	\$1,999,786	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 234,001	13.3 %
FY 2015-16 Projection	\$ 230,944	13.1 %
FY 2016-17 Expenditures	\$2,297,259	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 529,450	30.0 %
FY 2015-16 Projection	\$ 732,518	46.8 %
Revenues – Expenditures	\$ (297,473)	

The Information Technology Fund created by the city in FY 2001 accounts for citywide information services/information technology operations and is an Internal Service Fund. It is supported by user fees and transfers from various operating funds. Starting with FY 2016-17, departmental expenditures of similar technology services, such as copiers and telecommunications, were shifted from departmental line-item budgets to the Information Technology transfer line. The departmental line-items will no longer fund the expenditures and instead departments will transfer the funds to Information Technology, allowing for a consolidated payment of the expenditures. The bottom line expenses of the operating funds did not change, but there will be an increase to the revenue and expenses to this fund.

Keller Crime Control and Prevention District Fund

FY 2016-17 Revenues	\$1,349,358	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 25,288	1.9 %
FY 2015-16 Projection	\$ 36,098	2.8 %
FY 2016-17 Expenditures	\$953,370	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 18,975	2.0 %
FY 2015-16 Projection	\$ (81,725)	(7.9) %
Revenues – Expenditures	\$ 395,988	

The Keller Crime Control Prevention District Fund, created in FY 2002, is supported by the voter-approved crime control district 1/4-cent sales tax option. The KCCPD sales tax is anticipated to increase by 2.75% from year-end projections. The fund is used for non-personnel ongoing expenditures such as software; one-time expenditures such as vehicles and building repairs; and the debt payments for the Police Station, and will fluctuate from year to year based upon capital expenditure needs. For FY 2015-16, projected expenditures include unanticipated repairs and replacement to the police department’s roof and a HVAC coil.

Debt Service Fund

FY 2016-17 Revenues	\$ 5,828,080	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 660,975	12.8 %
FY 2015-16 Projection	\$ 734,628	14.4 %
FY 2016-17 Expenditures	\$ 5,221,620	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 102,840	2.0 %
FY 2015-16 Projection	\$ 280,494	5.7 %
Revenues – Expenditures	\$ 606,460	

The Debt Service Fund is funded through the collection of the interest and sinking portion of the tax rate, which is proposed to be \$0.116422. The levy is used to fund debt that has been issued by the city for general purposes and anticipated to be funded through tax dollars. For FY 2016-17, the city is anticipating the issue of seven-year tax notes related to the Fire Station Rehab and Remote bays projects and for road projects. The projects total over \$4,970,000 and the estimated annual impact is \$843,714.

Tax Increment Reinvestment Fund

FY 2016-17 Revenues	\$ 5,887,414	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ 2,141,764	57.18 %
FY 2015-16 Projection	\$ 760,907	14.84 %
FY 2016-17 Expenditures	\$ 2,967,192	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2015-16 Budget	\$ (18,603)	(0.62) %
FY 2015-16 Projection	\$ (18,603)	(0.62) %
Revenues – Expenditures	\$ 2,920,222	

The Tax Increment Reinvestment Zone Interest and Sinking Fund's sole purpose is to account for the accumulation of resources for, and the payment of, long-term debt principal and interest issued by the Keller Town Center TIRZ. In addition to the city's contribution to the TIRZ, the other taxing entities in Keller contribute to the TIRZ debt service based upon annual value assessments. The TIRZ ends in 2018 and the remaining fund balance will be used for refunding of any outstanding debt.

Miscellaneous Other Operating Funds

Other special revenue funds account for 0.8% of operating revenues and 1% of operating expenditures. A description and breakdown of each fund is available under the Special Revenue section.

Other Special Revenue Funds	FY 2016-17 Revenues	FY 2016-17 Expenditures	Revenues - Expenditures
Municipal Court Fund	\$ 116,277	\$ 130,600	\$ (14,323)
PEG Fund	173,534	328,950	(155,416)
Library Special Revenue	20,622	17,500	3,122
Community Clean-Up Fund	32,944	30,000	2,944
Fleet Fund	493,964	197,150	296,814
Recreation Fund	253,800	286,200	(32,400)
Street/Sidewalk/Drainage Improvements	1,518,297	1,185,000	333,297

CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

The table below provides a list of proposed new projects FY 2016-17 by project type. The costs reflected here are representative of the total project costs and indicate a project-life budget. The five-year CIP located in the CIP section provides a list of all current projects (FY 16), proposed projects (FY 17) and potential future projects (FY 18-FY 21).

Street System Capital Projects	Estimated Costs
FM 1709 and Keller Smithfield Road Intersection Improvements	2,250,000
FM 1709 and Rufe Snow Drive Intersection Improvements	2,250,000
Sidewalk Construction	30,000
Sidewalk Repair	50,000
Keller Hicks Quiet Zone/Improvements	1,800,000
Mt. Gilead and US 377 intersection Improvement Project	500,000
Tarrant County Street Reconstruction	350,000
2017 Street Reconstruction Project	1,000,000
2018 Street Reconstruction Project	75,000
Total	\$8,305,000

Parks Capital Projects	Estimated Costs
Senior Center Needs Study	70,000
Trail System Expansion	250,000
Matching Grant Program	100,000
Total	\$420,000

Facilities Capital Projects	Estimated Costs
Fire Station Rehab & Bays	2,671,754
Total	\$2,671,754

Water System Capital Projects	Estimated Costs
Water Service & AC Main Replacements (Design)	450,000
Large Valve Replacements (FY 2017)	100,000
Water Utility Relocations - Street Projects	150,000

Creek Rd./Helen Dr./Bandit Tr. 8" Water Line Extension (Construction)	500,000
N. Elm St. 8" Water Line (Construction)	200,000
N. Main St. 8" Water Line (Tommy Tackett Addition)	300,000
Update Water Masterplan	100,000
Total	\$1,800,000

Wastewater System Capital Projects	Estimated Costs
US 377 Sanitary Sewer Project (construction)	1,200,000
SS Evaluation Study	100,000
SS Pipe Bursting Project (construction)	500,000
Big Bear East Collector Line Extensions (Design)	75,000
SS Utility Relocations - Street Projects (Construction)	100,000
Total	\$1,975,000

Drainage Capital Projects	Estimated Costs
Unanticipated Drainage Projects	200,000
Barbara Lane Drainage Project (Construction)	300,000
Total	\$500,000

GENERAL FUND

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

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

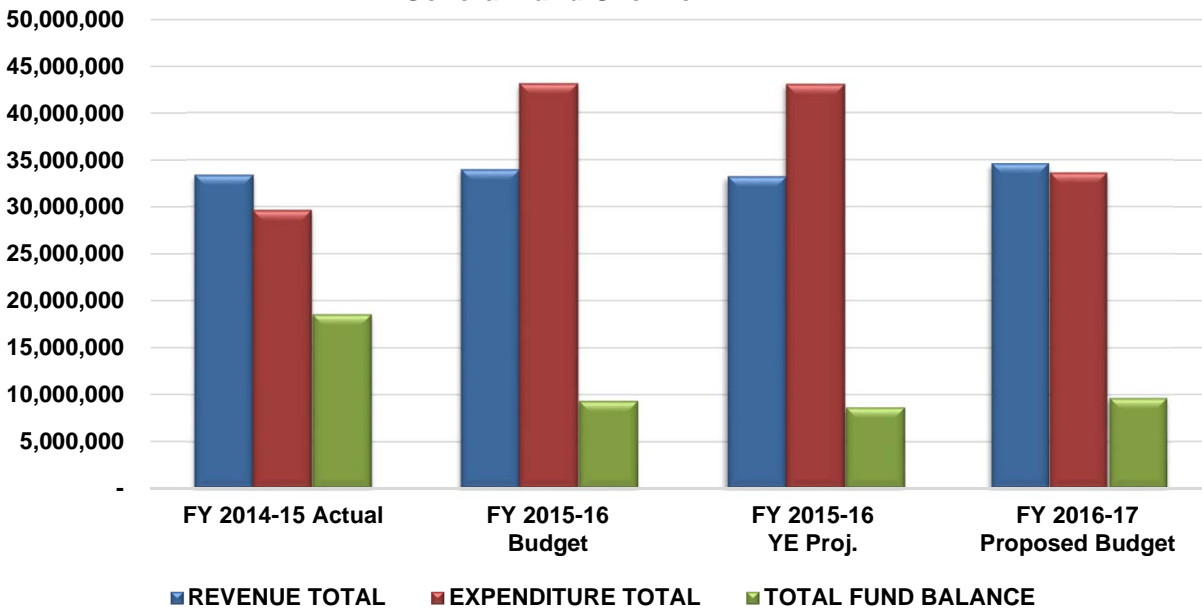
GENERAL FUND OVERVIEW

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUE TOTAL	\$ 33,407,276	\$ 33,962,109	\$ 33,225,188	\$ 34,617,307	\$ 655,198
OPERATING EXPENDITURES	29,650,813	43,113,087	43,061,489	32,617,638	(10,495,449)
ONE-TIME EXPENDITURES	-	-	-	1,030,636	1,030,636
EXPENDITURE TOTAL	\$ 29,650,813	\$ 43,113,087	\$ 43,061,489	\$ 33,648,274	\$ (9,464,813)
VARIANCE	\$ 3,756,464	\$ (9,150,978)	\$ (9,836,301)	\$ 969,033	\$ 10,120,011
RESERVE FUND BALANCE	5,765,436	8,383,100	8,373,067	6,342,318	(2,040,782)
UNASSIGNED FUND BALANCE	12,754,146	985,504	310,213	3,309,995	2,324,492
TOTAL FUND BALANCE	\$ 18,519,582	\$ 9,368,604	\$ 8,683,281	\$ 9,652,314	\$ 283,710

RESERVE AND UNASSIGNED ANALYSIS

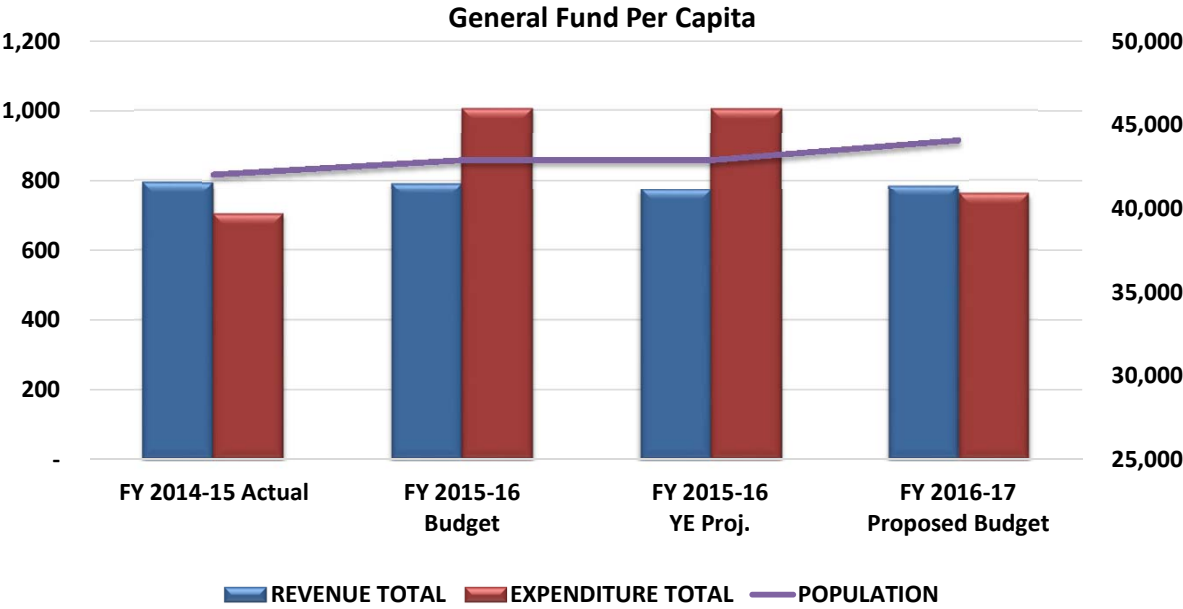
% OF OPERATING EXPENDITURES	62.5%	21.7%	20.2%	29.6%
TARGET % LEVEL	19.4%	19.4%	19.4%	19.4%
# OF DAYS OPERATING				
EXPENDITURES	224.85	78.23	72.59	103.27
TARGET # OF DAYS	70	70	70	70

General Fund Overview



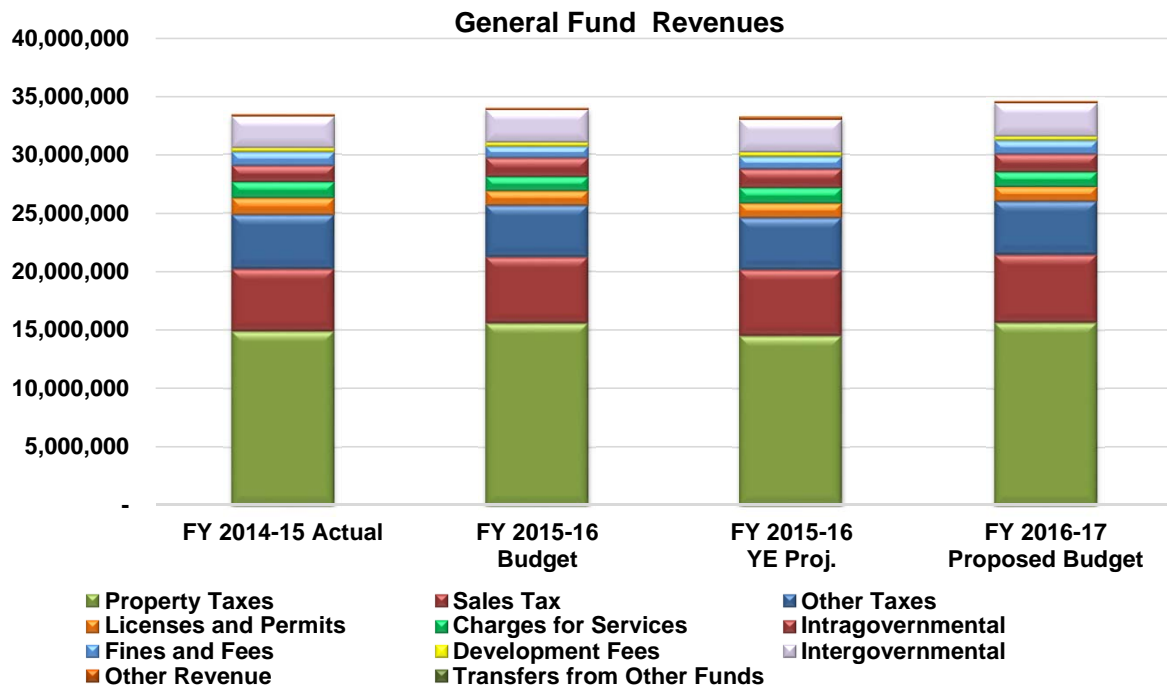
GENERAL FUND REVENUES AND EXPENDITURES PER CAPITA

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
POPULATION	42,040	42,890	42,890	44,050	1,160
REVENUE TOTAL	795	792	775	786	(6)
EXPENDITURE TOTAL	705	1,005	1,004	764	(241)



SUMMARY OF GENERAL FUND REVENUES

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Revenues</u>					
Taxes					
Property Taxes	\$ 14,872,914	\$ 15,560,148	\$ 14,508,386	\$ 15,657,897	\$ 97,749
Sales Tax	5,340,418	5,668,946	5,644,322	5,813,651	144,705
Other Taxes	4,635,591	4,407,320	4,436,416	4,567,350	160,030
Total Taxes	\$ 24,848,922	\$ 25,636,414	\$ 24,589,124	\$ 26,038,898	\$ 402,484
Licenses and Permits	\$ 1,425,082	\$ 1,224,000	\$ 1,236,878	\$ 1,238,108	\$ 14,108
Charges for Services	1,363,929	1,216,630	1,317,507	1,273,842	57,212
Fines and Fees	1,145,105	946,200	1,047,130	1,147,103	200,903
Development Fees	350,374	359,000	367,638	354,010	(4,990)
Intragovernmental	1,413,500	1,625,000	1,625,000	1,531,773	(93,227)
Intergovernmental	2,679,115	2,784,800	2,789,700	2,867,193	82,393
Other Revenue	181,249	170,065	252,211	166,380	(3,685)
Total Revenues Before Transfers	\$ 8,558,354	\$ 8,325,695	\$ 8,636,064	\$ 8,578,409	\$ 252,714
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES AND TRANSFERS	\$ 33,407,276	\$ 33,962,109	\$ 33,225,188	\$ 34,617,307	\$ 655,198



DETAIL OF GENERAL FUND REVENUES

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Property Taxes</u>					
Current Taxes	\$ 14,771,780	\$ 15,427,848	\$ 14,385,602	\$ 15,541,663	\$ 113,815
Delinquent Taxes	39,598	69,700	80,228	66,216	(3,484)
Accrued Property Tax Revenue	-	-	-	-	-
Penalty & Interest-Taxes	61,536	62,600	42,556	50,018	(12,582)
Total Property Taxes	\$ 14,872,914	\$ 15,560,148	\$ 14,508,386	\$ 15,657,897	\$ 97,749
<u>Other Local Taxes</u>					
City Sales Taxes	\$ 5,340,418	\$ 5,668,946	\$ 5,644,322	\$ 5,813,651	\$ 144,705
Franchise Fees-Txu / Oncor	537,424	526,000	533,256	530,324	4,324
Franchise Fees-Tri County	764,252	699,320	699,530	876,082	176,762
Franchise Fees-Verizon	673,478	691,000	681,265	668,579	(22,421)
Franchise Fees-Atmos Gas	639,029	540,000	513,335	494,054	(45,946)
Franchise Fees-Tv Cable	72,596	68,000	81,159	78,091	10,091
Franchise Fees-Sbc/At&T	146,822	145,000	139,048	132,304	(12,696)
Franchise Fees-Solid Waste	283,476	260,000	268,820	263,448	3,448
Franchise/In-Lieu Of Taxes-W&S	1,075,000	1,135,000	1,135,000	1,141,437	6,437
Franchise/In-Lieu Of Taxes-Drg	112,000	122,000	122,000	120,028	(1,972)
Franchise Fees-One Source Comm	119,215	65,000	70,164	70,164	5,164
Franchise Fees-Other Misc	19,387	12,000	24,450	24,450	12,450
Mixed Beverage Taxes	192,912	144,000	168,389	168,389	24,389
Total Other Local Taxes	\$ 9,976,008	\$ 10,076,266	\$ 10,080,738	\$ 10,381,001	\$ 304,735
<u>Licenses and Permits</u>					
Fees-Plumbing Permits	\$ 58,935	\$ 58,000	\$ 66,878	\$ 66,776	\$ 8,776
Permits-Mechanical	28,985	24,000	27,000	29,326	5,326
Building & C.O. Permits	1,291,582	1,100,000	1,109,000	1,100,000	-
Fence, Sign & Misc Permits	30,000	29,000	17,000	16,940	(12,060)
Fees-Electrical Permits	15,580	13,000	17,000	25,066	12,066
Total Licenses and Permits	\$ 1,425,082	\$ 1,224,000	\$ 1,236,878	\$ 1,238,108	\$ 14,108
<u>Charges for Services</u>					
Ambulance Service Fees	\$ 976,719	\$ 920,000	\$ 981,325	\$ 943,818	\$ 23,818
Rentals-Facilities/Park	20,832	19,000	15,738	19,000	-
Rentals-Park Fees-Ksp	9,436	11,000	16,433	13,966	2,966
Rental-Ksp Non Resident Fee	102,930	103,000	103,000	103,000	-
Facility Rental Fees	5,180	5,000	7,565	4,870	(130)
Rentals-Communication Tower	143,090	51,580	95,457	91,199	39,619
Public Arts Sales Commissions	10	50	50	50	-
Rentals-Right-Of-Way Easements	450	1,000	450	450	(550)
Oil & Gas Royalty Revenue	-	-	-	-	-
Other Services	18,662	11,000	11,000	11,000	-
Ktc Property Owners Assn Fees	74,027	80,000	80,000	80,000	-
Write Off Recovery	12,594	15,000	6,489	6,489	(8,511)
Total Charges for Services	\$ 1,363,929	\$ 1,216,630	\$ 1,317,507	\$ 1,273,842	\$ 57,212

DETAIL OF GENERAL FUND REVENUES (CONTINUED)

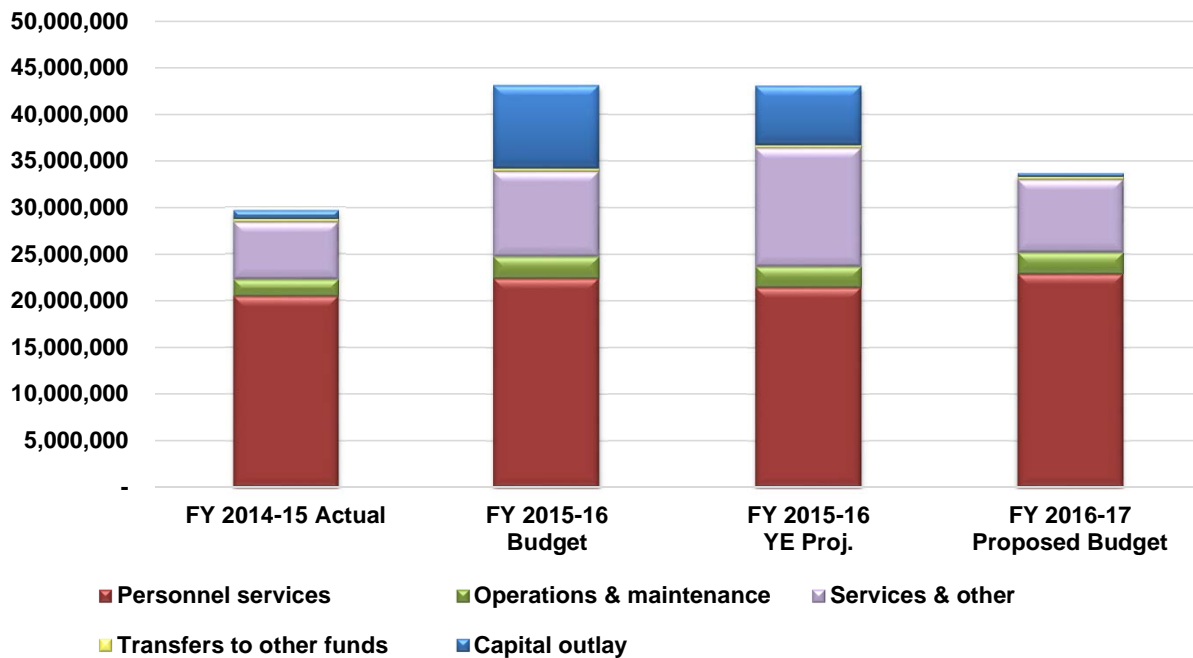
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Fines and Fees</u>					
Open Records/Misc Fees-Pd	\$ 2,484	\$ 2,000	\$ 2,750	\$ 2,445	\$ 445
Fire Permits & Inspection Fees	23,119	19,000	25,363	25,363	6,363
Finger Printing Fees	1,210	1,000	1,268	1,000	-
Alarm Permits-Pd	76,486	58,000	46,639	48,264	(9,736)
Solicitor Permits	6,470	7,000	7,031	7,000	-
Special Event Fees/Permits	7,918	7,000	7,000	7,000	-
Library Fines	46,391	42,000	46,367	46,169	4,169
Library Lost Books Revenue	822	1,000	584	662	(338)
Library Service Fees	9,230	9,000	9,500	9,000	-
Court Fines & Forfeitures	971,429	800,000	900,500	1,000,000	200,000
Animal Control Fees	(455)	200	128	200	-
Animal Control Fees-Colleyville	-	-	-	-	-
Animal Control Fees-Southlake	-	-	-	-	-
Animal Control Fees-Roanoke	-	-	-	-	-
Total Fines and Fees	\$ 1,145,105	\$ 946,200	\$ 1,047,130	\$ 1,147,103	\$ 200,903
<u>Development Fees</u>					
Paving/Drainage Inspection Fee	\$ 137,505	\$ 135,000	\$ 135,000	\$ 135,000	\$ -
Construction Plan Review Fees	153,775	165,000	165,000	165,000	-
Zoning & Subdivision Fees	46,620	49,000	65,882	49,000	-
Developer Fees-Street Lighting	9,874	10,000	1,756	5,010	(4,990)
Street Sign Fees	-	-	-	-	-
Opticom System Fees	2,600	-	-	-	-
Total Development Fees	\$ 350,374	\$ 359,000	\$ 367,638	\$ 354,010	\$ (4,990)
<u>Intragovernmental Revenue</u>					
Administrative Svcs-W&S Fund	\$ 1,375,000	\$ 1,580,000	\$ 1,580,000	\$ 1,488,440	\$ (91,560)
Administrative Svcs-Kdc	38,500	45,000	45,000	43,333	(1,667)
Total Intragovernmental Revenue	\$ 1,413,500	\$ 1,625,000	\$ 1,625,000	\$ 1,531,773	\$ (93,227)
<u>Intergovernmental Revenue</u>					
I/G Rev-Southlake	\$ 992,731	\$ 1,043,000	\$ 1,043,000	\$ 1,075,859	\$ 32,859
I/G Rev-Roanoke	37,927	14,000	14,000	14,000	-
I/G Rev-Town Of Westlake	863,720	898,000	898,000	914,373	16,373
I/G Rev-Colleyville	710,575	758,000	758,000	785,961	27,961
I/G Rev-Kisd	38,502	46,800	46,800	52,000	5,200
I/G Rev-Lcl-Misc	-	-	-	-	-
Grant-Fed Uasi Homeland Sec	-	-	-	-	-
Grant-Tx-Step	30,014	25,000	27,500	25,000	-
Grant-Tx-Teex	-	-	2,400	-	-
Grant-Local	5,646	-	-	-	-
Total Intergovernmental Revenue	\$ 2,679,115	\$ 2,784,800	\$ 2,789,700	\$ 2,867,193	\$ 82,393

DETAIL OF GENERAL FUND REVENUES (CONTINUED)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Other Revenue</u>					
Merchandise Sales	\$ 22	\$ 25	\$ 25	\$ 25	\$ -
Miscellaneous Revenue	8,696	28,500	25,000	28,500	-
Miscellaneous Rebates	37,397	37,400	37,000	37,400	-
Auction Proceeds	10	-	20,000	-	-
Gain/Loss On Disp Of Assets	-	-	-	-	-
Cash (Over)Short	181	-	-	-	-
Interest Revenue-Investments	102,879	98,140	167,236	98,140	-
Reimb-Insurance Proceeds	-	-	-	-	-
Ticket Sales-Public Arts	3,615	2,500	2,200	1,072	(1,428)
Taste Keller	23,685	-	-	-	-
Public Arts Misc. Revenue	-	1,000	-	-	(1,000)
Donations-Oper	-	-	-	-	-
Donations-Public Art	4,763	2,500	750	1,243	(1,257)
Transfer To General Fund	-	-	-	-	-
Total Other Revenue	\$ 181,249	\$ 170,065	\$ 252,211	\$ 166,380	\$ (3,685)
REVENUE BEFORE TRANSFERS	\$ 33,407,276	\$ 33,962,109	\$ 33,225,188	\$ 34,617,307	\$ 655,198
<u>TRANSFERS FROM OTHER FUNDS</u>					
Transfer From W&S Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer From Drainage Fund	-	-	-	-	-
Total Interest Revenue-Investments	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES AND TRANSFERS	\$ 33,407,276	\$ 33,962,109	\$ 33,225,188	\$ 34,617,307	\$ 655,198

SUMMARY OF GENERAL FUND EXPENDITURES

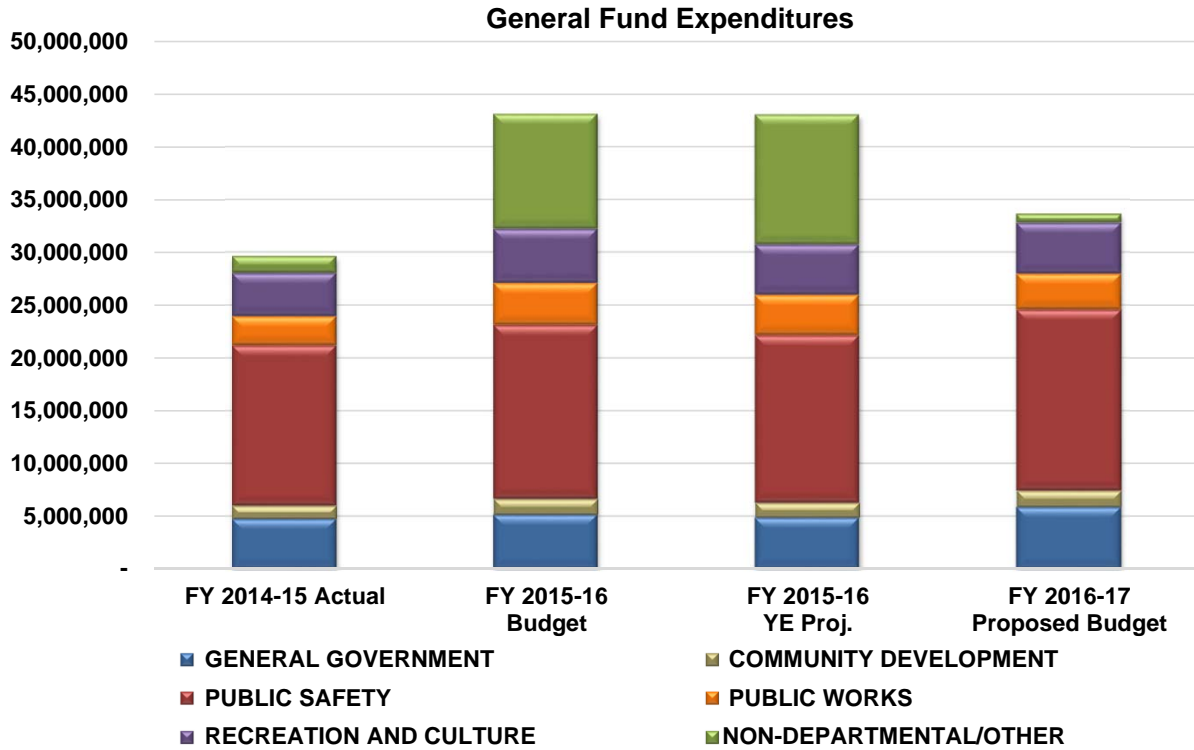
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 20,463,540	\$ 22,424,447	\$ 21,458,266	\$ 22,879,199	\$ 454,752
Operations & maintenance	1,802,284	2,337,272	2,248,882	2,298,290	(38,982)
Services & other	6,097,101	9,095,023	12,686,417	7,805,785	(1,289,238)
Transfers to other funds	346,292	300,000	300,000	300,000	-
Capital outlay	941,596	8,956,345	6,367,925	365,000	(8,591,345)
TOTAL	\$ 29,650,813	\$ 43,113,087	\$ 43,061,489	\$ 33,648,274	\$ (9,464,813)



SUMMARY OF GENERAL FUND EXPENDITURES

<u>EXPENDITURES BY ACTIVITY/DEPARTMENT:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>GENERAL GOVERNMENT</u>					
Administration	\$ 1,440,963	\$ 1,602,498	\$ 1,564,083	\$ 1,664,651	\$ 62,153
Town Hall Operations	642,125	733,990	695,878	663,183	(70,807)
Mayor & City Council	28,512	33,945	33,945	45,490	11,545
Finance & Accounting	942,179	1,048,630	931,883	1,063,874	15,244
Municipal Court	299,176	308,104	308,104	310,418	2,314
Human Resources	711,878	822,372	827,888	881,620	59,248
Economic Development	697,545	595,844	526,720	1,257,638	661,794
GENERAL GOVERNMENT	\$ 4,762,377	\$ 5,145,383	\$ 4,888,500	\$ 5,886,874	\$ 741,491
<u>COMMUNITY DEVELOPMENT</u>					
Planning & Zoning	442,585	625,195	488,831	638,351	13,156
Building & Construction Services	807,226	878,325	894,043	903,062	24,737
COMMUNITY DEVELOPMENT	\$ 1,249,810	\$ 1,503,520	\$ 1,382,874	\$ 1,541,413	\$ 37,893
<u>PUBLIC SAFETY</u>					
Police	8,232,251	8,939,397	8,528,996	9,135,620	196,223
Fire	6,932,296	7,517,116	7,350,280	8,013,778	496,662
PUBLIC SAFETY	\$ 15,164,547	\$ 16,456,513	\$ 15,879,276	\$ 17,149,397	\$ 692,884
<u>PUBLIC WORKS</u>					
Administration	317,736	394,045	389,784	412,132	18,087
Engineering & Inspections	375,810	537,475	536,938	524,691	(12,784)
Street Maintenance	1,617,307	2,544,375	2,468,886	1,986,254	(558,121)
Street Lighting	440,140	499,700	435,000	460,000	(39,700)
PUBLIC WORKS	\$ 2,750,993	\$ 3,975,595	\$ 3,830,608	\$ 3,383,078	\$ (592,517)
<u>RECREATION AND CULTURE</u>					
Library	1,347,884	1,542,445	1,426,228	1,521,708	(20,737)
Parks & Recreation	2,754,698	3,615,893	3,340,052	3,324,647	(291,246)
RECREATION AND CULTURE	\$ 4,102,583	\$ 5,158,338	\$ 4,766,280	\$ 4,846,355	\$ (311,983)
NON-DEPARTMENTAL/OTHER	\$ 1,620,502	\$ 10,873,738	\$ 12,313,951	\$ 841,157	\$ (10,032,581)
TOTAL	\$ 29,650,813	\$ 43,113,087	\$ 43,061,489	\$ 33,648,274	\$ (9,464,813)

SUMMARY OF GENERAL FUND EXPENDITURES

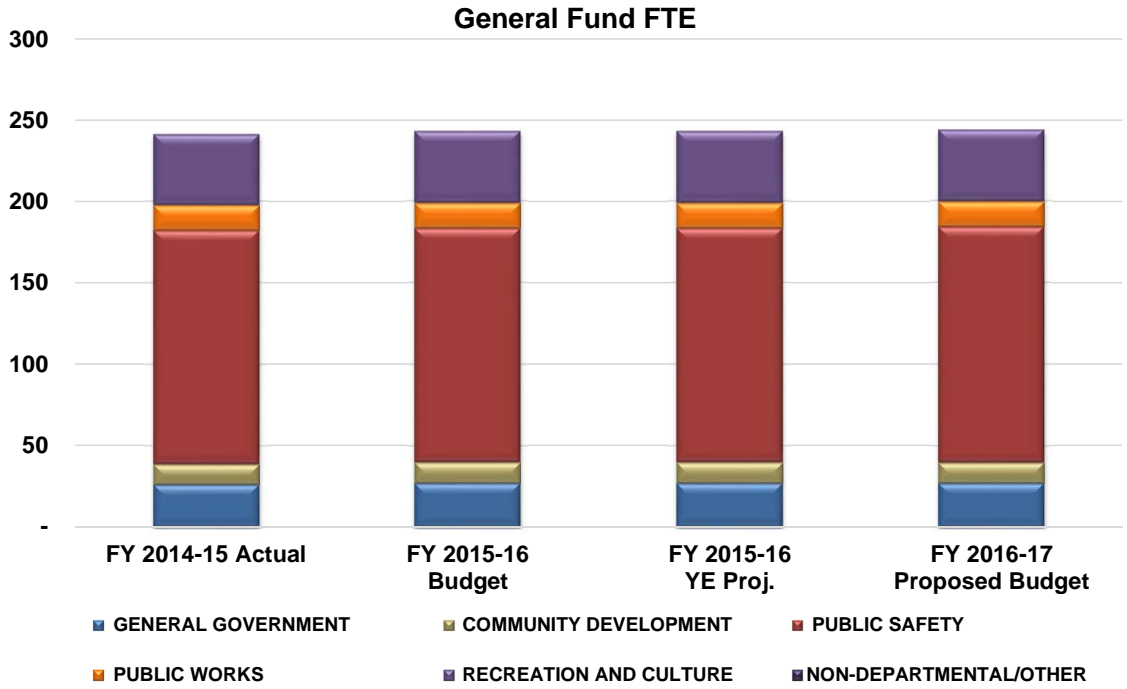


SUMMARY OF GENERAL FUND PERSONNEL
(Full-Time Equivalent Positions - Includes Vacant Positions)

<u>PERSONNEL BY</u> <u>ACTIVITY/DEPARTMENT:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>GENERAL GOVERNMENT</u>					
Administration	9.00	9.48	9.48	9.48	-
Town Hall Operations	3.00	3.00	3.00	3.00	-
Mayor & City Council	-	-	-	-	-
Finance & Accounting	7.50	7.50	7.50	7.50	-
Municipal Court	-	-	-	-	-
Human Resources	5.00	5.48	5.48	5.48	-
Economic Development	1.78	1.78	1.78	1.78	-
GENERAL GOVERNMENT	26.28	27.24	27.24	27.24	-
<u>COMMUNITY DEVELOPMENT</u>					
Planning & Zoning	5.18	5.18	5.18	4.97	(0.22)
Building & Construction Services	7.23	7.48	7.48	7.48	-
COMMUNITY DEVELOPMENT	12.41	12.66	12.66	12.45	(0.22)
<u>PUBLIC SAFETY</u>					
Police	86.48	86.48	86.48	87.48	1.00
Fire	57.00	57.00	57.00	57.00	-
PUBLIC SAFETY	143.48	143.48	143.48	144.48	1.00
<u>PUBLIC WORKS</u>					
Administration	2.50	2.50	2.50	2.50	-
Engineering & Inspections	3.00	3.00	3.00	3.00	-
Street Maintenance	9.83	9.83	9.83	9.83	-
Street Lighting	-	-	-	-	-
PUBLIC WORKS	15.33	15.33	15.33	15.33	-
<u>RECREATION AND CULTURE</u>					
Library	15.48	15.48	15.48	15.52	0.04
Parks & Recreation	28.06	28.56	28.56	28.56	-
RECREATION AND CULTURE	43.54	44.04	44.04	44.08	0.04
<u>NON-DEPARTMENTAL/OTHER</u>					
	-	-	-	-	-
TOTAL	241.04	242.75	242.75	243.58	0.83

SUMMARY OF GENERAL FUND PERSONNEL

(Full-Time Equivalent Positions - Includes Vacant Positions)



SUMMARY OF GENERAL FUND ENHANCEMENTS

ENHANCEMENTS	FY 2016-17 Proposed Budget
Economic Development Incentives	\$ 714,000
Building Services Vehicle	21,100
Upgrade Signal Detection - Rufe Snow and Tarrant Pkwy	25,000
Bear Creek Pickleball Court Fencing	12,800
Sports Park Fencing	40,000
Street Maintenance Asphalt Paver and Truck	220,750
Fire Self-Contained Breathing Apparature (SCBA) Rebuilds	18,250
Increased Digital Content at the Library	12,000
TOTAL	\$ 1,063,900

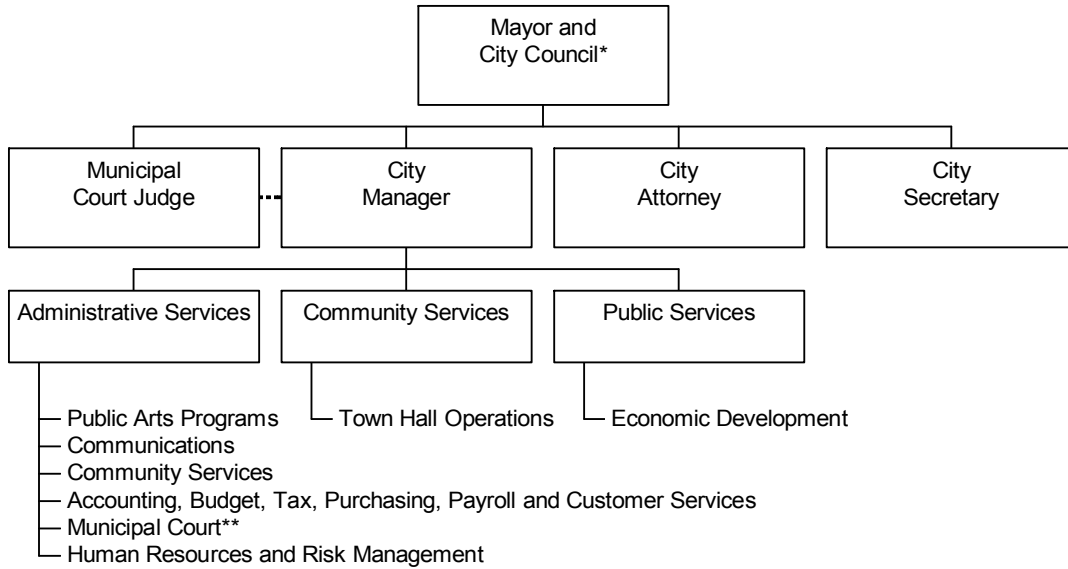
SUMMARY OF GENERAL FUND ONE-TIME EXPENDITURES

ONE-TIME EXPENDITURE COSTS	FY 2016-17 Proposed Budget
Economic Development Incentives	\$ 714,000
Building Services Vehicle*	18,086
Upgrade Signal Detection - Rufe Snow and Tarrant Pkwy	25,000
Bear Creek Pickleball Court Fencing	12,800
Sports Park Fencing	40,000
Street Maintenance Asphalt Paver and Truck	220,750
TOTAL	\$ 1,030,636

* - Total cost is \$21,100 with an anticipated on-going cost of \$2,914

**CITY OF KELLER, TEXAS
ORGANIZATION CHART**

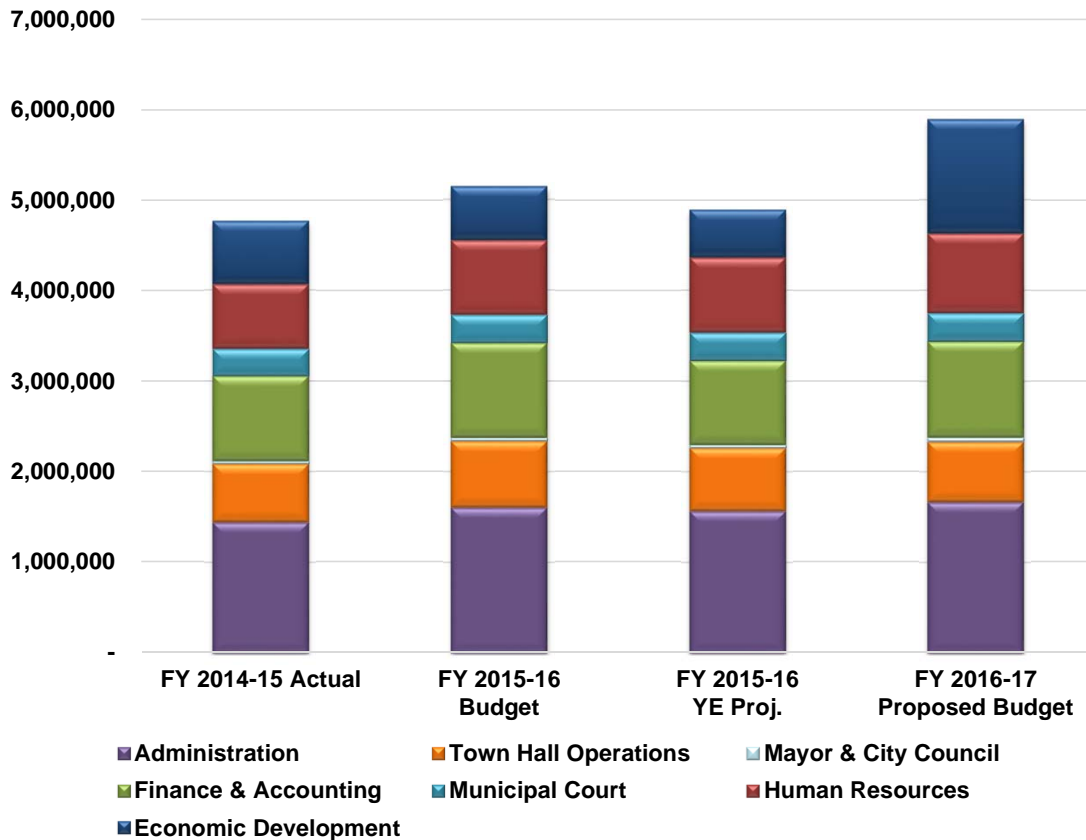
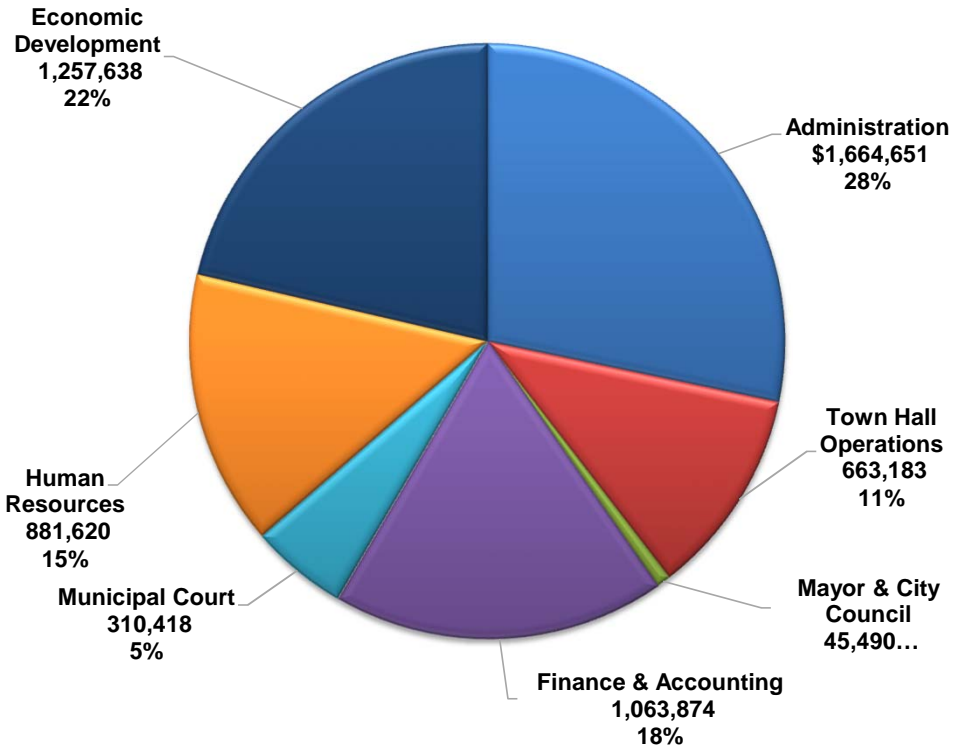
GENERAL GOVERNMENT



* Denotes elected position.

** On October 1, 2012, the cities of Colleyville and Keller merged their respective court operations into a single municipal court. The Municipal Court Judge, as well as Municipal Court activities, now operate from the City of Colleyville Justice Center. The Municipal Court Judge is appointed by both cities.

GENERAL GOVERNMENT

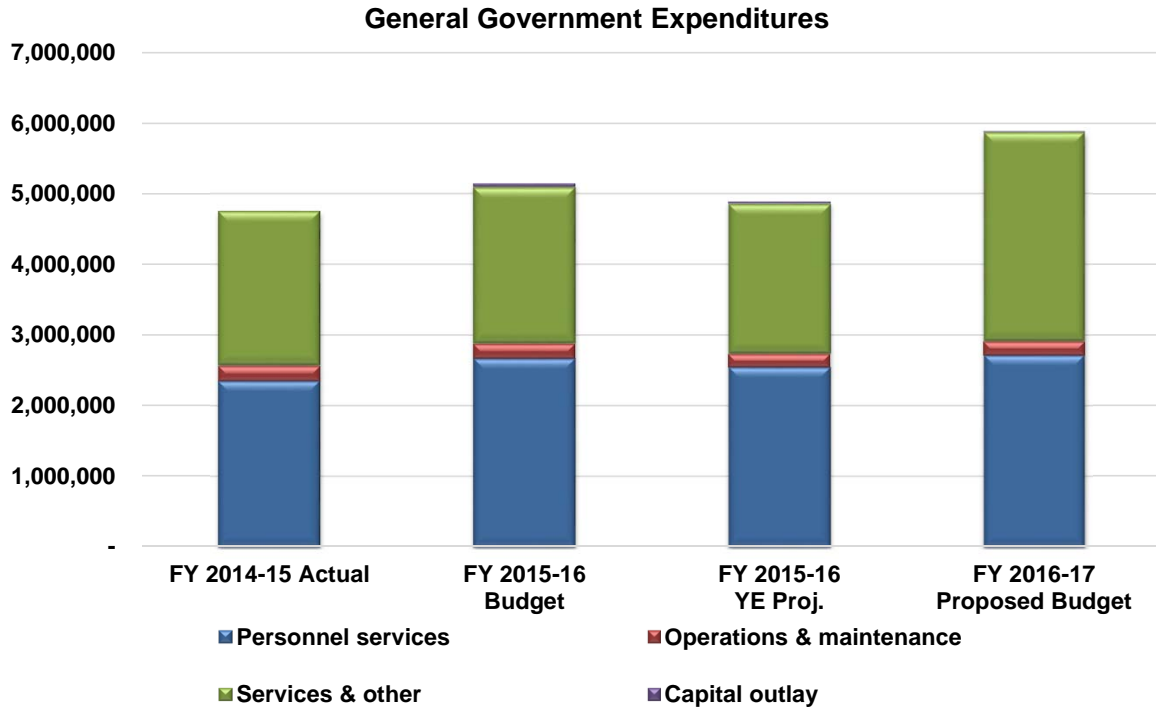


GENERAL GOVERNMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 1,440,963	\$ 1,602,498	\$ 1,564,083	\$ 1,664,651	\$ 62,153
Town Hall Operations	642,125	733,990	695,878	663,183	(70,807)
Mayor & City Council	28,512	33,945	33,945	45,490	11,545
Finance & Accounting	942,179	1,048,630	931,883	1,063,874	15,244
Municipal Court	299,176	308,104	308,104	310,418	2,314
Human Resources	711,878	822,372	827,888	881,620	59,248
Economic Development	697,545	595,844	526,720	1,257,638	661,794
TOTAL	\$ 4,762,377	\$ 5,145,383	\$ 4,888,500	\$ 5,886,874	\$ 741,491
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 2,352,127	\$ 2,668,542	\$ 2,544,743	\$ 2,716,106	\$ 47,564
Operations & maintenance	219,486	212,150	191,005	199,205	(12,945)
Services & other	2,190,765	2,218,541	2,127,253	2,956,563	738,022
Capital outlay	—	46,150	25,500	15,000	(31,150)
TOTAL	\$ 4,762,377	\$ 5,145,383	\$ 4,888,500	\$ 5,886,874	\$ 741,491

GENERAL GOVERNMENT



PERSONNEL SUMMARY

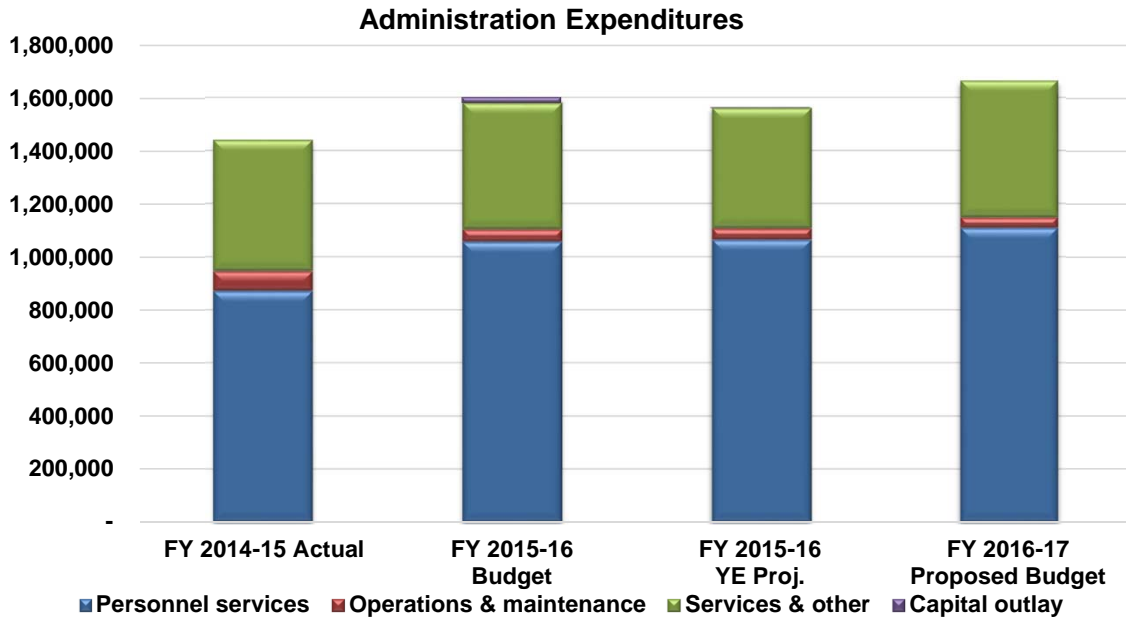
(Full-time Equivalent Positions - Includes Vacant Positions)

BY DEPARTMENT:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	9.00	9.48	9.48	9.48	-
Town Hall Operations	3.00	3.00	3.00	3.00	-
Finance & Accounting	7.50	7.50	7.50	7.50	-
Human Resources	5.00	5.48	5.48	5.48	-
Economic Development	1.78	1.78	1.78	1.78	-
TOTAL	26.28	27.24	27.24	27.24	-

ADMINISTRATION DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 1,293,755	\$ 934,961	\$ 909,188	\$ 972,427	37,466
Public Arts Programs	35,774	39,880	41,470	39,370	(510)
City Secretary	-	359,283	363,402	375,590	16,307
Communications	1,273	176,053	163,954	178,023	1,970
Community Services	110,161	92,321	86,069	99,241	6,920
TOTAL	\$ 1,440,963	\$ 1,602,498	\$ 1,564,083	\$ 1,664,651	\$ 62,153
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 872,066	\$ 1,057,711	\$ 1,064,064	\$ 1,108,846	51,135
Operations & maintenance	73,887	44,840	42,790	38,700	(6,140)
Services & other	495,010	476,797	454,729	517,105	40,308
Capital outlay	-	23,150	2,500	-	(23,150)
TOTAL	\$ 1,440,963	\$ 1,602,498	\$ 1,564,083	\$ 1,664,651	\$ 62,153



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	9.00	5.48	5.48	5.48	-
City Secretary	-	3.00	3.00	3.00	-
Communications	-	1.00	1.00	1.00	-
TOTAL	9.00	9.48	9.48	9.48	-

ADMINISTRATION DEPARTMENT

ADMINISTRATION DIVISION (100-100-01)

DEPARTMENT DESCRIPTION:

The Administration Department's Administration Division consists of the City Manager, Director of Administrative Services, Management Assistant, Executive Secretary, Customer Service Representative and part-time Town Hall Receptionist. The purpose of the Division is to maintain and enhance the partnership among citizens, elected officials and city employees through efficient and effective management and delivery of all public services to Keller residents.

DEPARTMENT/DIVISION GOALS:

1. Provide timely assistance and accurate information to the City Council, boards and commissions, residents and staff members.
2. Support and provide the general direction and tools necessary for the city's various departments to achieve their goals and objectives, and continue to meet or exceed service level expectations of the community.

DEPARTMENT/DIVISION OBJECTIVES:

1. Support and implement the City Council's priorities, goals and objectives.
2. Ensure efficient and effective utilization of municipal resources in accordance with approved budget documents.
3. Advise the City Council on the financial condition, administrative activities and future needs of the city.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
City Manager staff agenda packets	50	50	50	50
Yard waste drop off events	18	23	21	24
Cubic yards of material collected at yard waste events	8,656	11,063	10,101	15,031
PERFORMANCE INDICATORS				
Percent Distribution of general fund O&M to total tax rate	75.50%	77.30%	75.60%	77.30%
Bond rating (Standard & Poor's)	AAA	AAA	AAA	AAA
Debt as a percent of total assessed valuation	0.14%	0.77%	0.13%	0.12%
Percent of solid waste concerns addressed within 24 hours	100.00%	100.00%	100.00%	100.00%

ADMINISTRATION DEPARTMENT ADMINISTRATION DIVISION (100-100-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 866,923	\$ 644,115	\$ 645,892	\$ 679,261	\$ 35,146
Operations & maintenance	6,791	14,190	11,990	8,300	(5,890)
Services & other	420,041	253,506	248,806	284,866	31,360
Capital outlay	-	23,150	2,500	-	(23,150)
TOTAL	\$ 1,293,755	\$ 934,961	\$ 909,188	\$ 972,427	\$ 37,466

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Manager	1.00	1.00	1.00	1.00	-
Director of Administrative Services	1.00	1.00	1.00	1.00	-
Executive Secretary	1.00	1.00	1.00	1.00	-
Management Assistant	1.00	1.00	1.00	1.00	-
Customer Service Rep.	1.00	1.00	1.00	1.00	-
City Secretary	1.00	-	-	-	-
Assistant City Secretary	1.00	-	-	-	-
Records Management Coord	1.00	-	-	-	-
Public Information Officer	1.00	-	-	-	-
Receptionist	-	0.48	0.48	0.48	-
TOTAL	9.00	5.48	5.48	5.48	-

ADMINISTRATION DEPARTMENT

PUBLIC ARTS PROGRAMS DIVISION (100-100-02)

DEPARTMENT DESCRIPTION:

The mission of the Public Arts Program is to support and promote programs and activities that will encourage visual and performing arts in public places and to define the policies and guidelines for acquiring and commissioning of arts of the highest standards that shall enrich the quality of life for all residents and visitors of the City of Keller. Administration Department staff serves as the liaisons to the Public Arts Board, which consists of seven citizen members appointed by the City Council. The Board includes a chairperson and vice-chairperson. The goals of the Public Arts Program are to create a diverse artistic environment for the residents and visitors of the city and to integrate a variety of art into the development of eligible city projects, as expressed in the Public Arts Master Plan.

DEPARTMENT/DIVISION GOALS:

The following represent the general goals and key policy issues as determined by the Public Arts Board:

1. Pursue public-private partnerships that promote arts in Keller.
2. Work to provide educational opportunities to the public by leveraging Public Arts Program resources and relationships with local educators.
3. Maintain a productive relationship with Keller Public Arts Society and provide appropriate guidance in their mission to raise funds for public art initiatives within the City of Keller.
4. Explore and introduce various forms of art to the Keller community.

DEPARTMENT/DIVISION OBJECTIVES:

1. Coordinate an annual schedule for programming and events.
2. Work with the Keller Public Arts Society to establish a signature, recurring event that encourages participation of multiple visual artists.
3. Update and maintain the Public Arts Master Plan and Policy.
4. Purchase one major piece of art at least every other year.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Keller Public Arts Board meetings and work sessions	12	12	24	20	
Monthly public art shows	10	10	11	11	
Public art pieces obtained through purchase or donation	-	0	-	2	
Concerts	5	5	6	6	
Public art events and receptions	12	12	12	12	
Meetings and work sessions with Keller Public Arts Society	15	15	21	25	

**ADMINISTRATION DEPARTMENT
PUBLIC ARTS PROGRAMS DIVISION (100-100-02)**

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,115	\$ 1,085	\$ 1,270	\$ 1,270	\$ 185
Operations & maintenance	24,132	28,100	28,500	28,000	(100)
Services & other	10,526	10,695	11,700	10,100	(595)
TOTAL	\$ 35,774	\$ 39,880	\$ 41,470	\$ 39,370	\$ (510)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this program					
TOTAL	-	-	-	-	-

ADMINISTRATION DEPARTMENT CITY SECRETARY DIVISION (100-100-03)

DEPARTMENT DESCRIPTION:

The Administration Department's City Secretary Division consists of the City Secretary, Assistant City Secretary and Records Management Coordinator. The purpose of the City Secretary Division is to support the City Council, boards, commissions, committees and City Manager by safeguarding the records management process, enhancing access to municipal records, overseeing the election process, and providing daily assistance to internal and external stakeholders.

DEPARTMENT/DIVISION GOALS:

1. Maintain the City's official records, which include agendas, minutes, resolutions and ordinances.
2. Process public information requests in accordance with State law.
3. Work with the City Council, boards and commission members to complete the Texas Open Meetings Act and Texas Public Information Act training.
4. Maintain and update the Code of Ordinances.
5. Hold City Council general and run-off elections as well as special elections, as directed by City Council.
6. Assist the City Council with board and commission appointments.

DEPARTMENT/DIVISION OBJECTIVES:

1. Complete the requirements to receive the "Five Star Award for Excellence in Vital Registration" from the Texas Department of Health and Human Services for the 3rd consecutive year.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Information packets to City Council	52	52	52	52
City Council Meeting and work sessions held	42	39	40	40
Birth/death records processed	221	200	198	203
City Council general and run-off elections held	2	2	2	2
Special Elections held	1	1	2	1
Process and respond to open records requests	375	342	374	375

PERFORMANCE INDICATORS

Percent of meeting minutes presented by next meeting for approval	100%	100%	100%	100%
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ADMINISTRATION DEPARTMENT CITY SECRETARY DIVISION (100-100-03)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ 285,240	\$ 289,359	\$ 296,981	11,741
Operations & maintenance	-	2,050	2,050	2,100	50
Services & other	-	71,993	71,993	76,509	4,516
TOTAL	\$ -	\$ 359,283	\$ 363,402	\$ 375,590	\$ 16,307

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Secretary	-	1.00	1.00	1.00	-
Assistant City Secretary	-	1.00	1.00	1.00	-
Records Management Coord.	-	1.00	1.00	1.00	-
TOTAL	-	3.00	3.00	3.00	-

ADMINISTRATION DEPARTMENT COMMUNICATIONS DIVISION (100-100-04)

DEPARTMENT DESCRIPTION:

The Administration Department's Communications Division consists of the Public Information Officer. The purpose of the Communications Division is to lead the organization's citizen engagement efforts and dissemination of information to the public, as well as to maintain and strengthen the City's positive public image.

DEPARTMENT/DIVISION GOALS:

1. Enhance community relations with citizens via surveys, citizen committees and individual requests, and respond in a timely manner through direct interaction, news releases, marketing and advertising, and Town Hall meetings.
2. Manage and administer the city's website and social media outlets.
3. Prepare presentations and print materials as well as spoken comments as needed for meetings, special events and city leaders' public appearances.
4. Design and distribute newsletters, brochures, and other marketing and advertising materials promoting community news, events and initiatives.
5. Serve as a liaison between city officials, city staff, outside organizations and the media, and as the city spokesperson as appropriate.
6. Recommend, oversee implementation, and develop policies and procedures for the use of communication technology and outlets.
7. Handle all aspects of the city's emergency communication efforts.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to strategically grow the city's social media footprint to increase awareness and engagement among citizens.
2. Develop new strategies to improve the mobile user experience, including the continuation of website streamlining and analytics-based adjustments, and the exploration of a city-focused mobile app.
3. Partner with department heads to produce citizen-friendly budget materials for the public as part of the FY 2017 budget process
4. Expand city communication efforts to include video projects

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Weekly E-Newsletters Published	52	52	52	52
State of the City Presentations Prepared	2	3	4	5
Special Publications Produced	1	2	2	2
Community Surveys Managed & Marketed	4	New Measure	6	6
Social Media Accounts Administered	14	New Measure	16	16
Active Website E-Notification Subscribers	New Measure	New Measure	11,000	11,200

PERFORMANCE INDICATORS

Average Facebook Post Reach (City of Keller Government FB)	6,698	5,750	7,100	7,400
Average Twitter Monthly Impressions (@cityofkeller)	40,000	New Measure	41,000	42,000
Average News E-Notification Open Rate	25%	New Measure	27%	29%
Unique Website Page Views	1.45M	New Measure	1.5M	1.6M

ADMINISTRATION DEPARTMENT COMMUNICATIONS DIVISION (100-100-04)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,273	\$ 100,070	\$ 104,124	\$ 107,993	7,923
Operations & maintenance	-	500	250	300	(200)
Services & other	-	75,483	59,580	69,730	(5,753)
TOTAL	\$ 1,273	\$ 176,053	\$ 163,954	\$ 178,023	1,970

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Public Information Officer	-	1.00	1.00	1.00	-
TOTAL	-	1.00	1.00	1.00	-

ADMINISTRATION DEPARTMENT COMMUNITY SERVICES DIVISION (100-100-05)

DEPARTMENT DESCRIPTION:

The City recognizes the value of events, activities and services that benefit the Keller community. The purpose of the Community Services Division is to provide a methodology whereby city resources allocated for the purpose of supporting community events and activities can be evaluated on an annual basis and reviewed, itemized and apportioned at the discretion of the City Council.

DEPARTMENT/DIVISION GOALS:

1. Promote a safe and enjoyable atmosphere at special events by providing friendly, efficient and coordinated customer service to all event organizers.
2. Provide support and coordination for the Special Events Review Team process and ensure the reviews, approvals and administration of special events are consistent in nature and attention is given to the use of city resources in support of such activities.

DEPARTMENT/DIVISION OBJECTIVES:

1. Maintain an annual budget that provides adequate city resources, including public safety personnel, for signature community events.
2. Support two (2) recycling events per year for Keller residents.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Recycling events held	2	2	2	2
Keller Farmers Market events supported	25	27	27	26
Northeast Transportation Service riders	2,416	2,850	2,900	3,329

**ADMINISTRATION DEPARTMENT
COMMUNITY SERVICES DIVISION (100-100-05)**

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 2,755	\$ 27,201	\$ 23,419	\$ 23,341	(3,860)
Operations & maintenance	42,964	-	-	-	-
Services & other	64,442	65,120	62,650	75,900	10,780
TOTAL	\$ 110,161	\$ 92,321	\$ 86,069	\$ 99,241	6,920

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this program					
TOTAL	-	-	-	-	-

TOWN HALL OPERATIONS

TOWN HALL OPERATIONS (100-110)

DEPARTMENT DESCRIPTION:

The Purpose of the department is to provide facility maintenance service to the following facilities; Town Hall, Police, Jail, Animal Adoption Center, Municipal Service Center, Fire Stations 1,2 & 3, Senior Activities Center, and the Library duties include the general oversight of the facility maintenance, general repairs, HVAC Systems, electrical, plumbing and lighting along with the overall buildings operation.

DEPARTMENT/DIVISION GOALS:

1. Manage and provide for day maintenance of the designated facilities. Provide occasional facility maintenance support to the following buildings; Friends of the Library and 541 Keller Parkway.
2. Continue to monitor building energy consumption and recommend changes to improve overall energy efficiency and conservation within the cities facilities.
3. Establish and maintain routine preventive maintenance of heating, ventilation, air conditioning(HVAC) and emergency generators. Ensure equipment is adequately cover under warranty or annual maintenance contracts. Perform maintenance and repair of HVAC systems needed to augment maintenance contracts and minimize repair expenses.
4. Provide routine preventive maintenance, repair and overall support for electrical, emergency generators, plumbing and roof
5. Inspect and perform minor painting, carpentry, door maintenance, and lighting system maintenance within each building.
6. Review and recommend annual service and warranty contracts for designated facilities.
7. Manage monthly art show set-up and take down, assist with annual art programs and coordinate set-up for many events
8. Coordinate and setup conference rooms and Town Hall for meetings, training, voting and special events.
9. Daily monitoring of facilities computerized building automation equipment. Manage door and HVAC schedules to accommodate meetings and conference room schedules.
10. Manage janitorial service contract, HVAC preventative maintenance contract, Fire Alarm/Sprinkler System contract, Generator contract, Elevator contract, Backflow Prevention Inspections, Floor and Window Cleaning contract, Clock Tower Preventative Maintenance contract and all facilities. Also numerous other contracts per building.

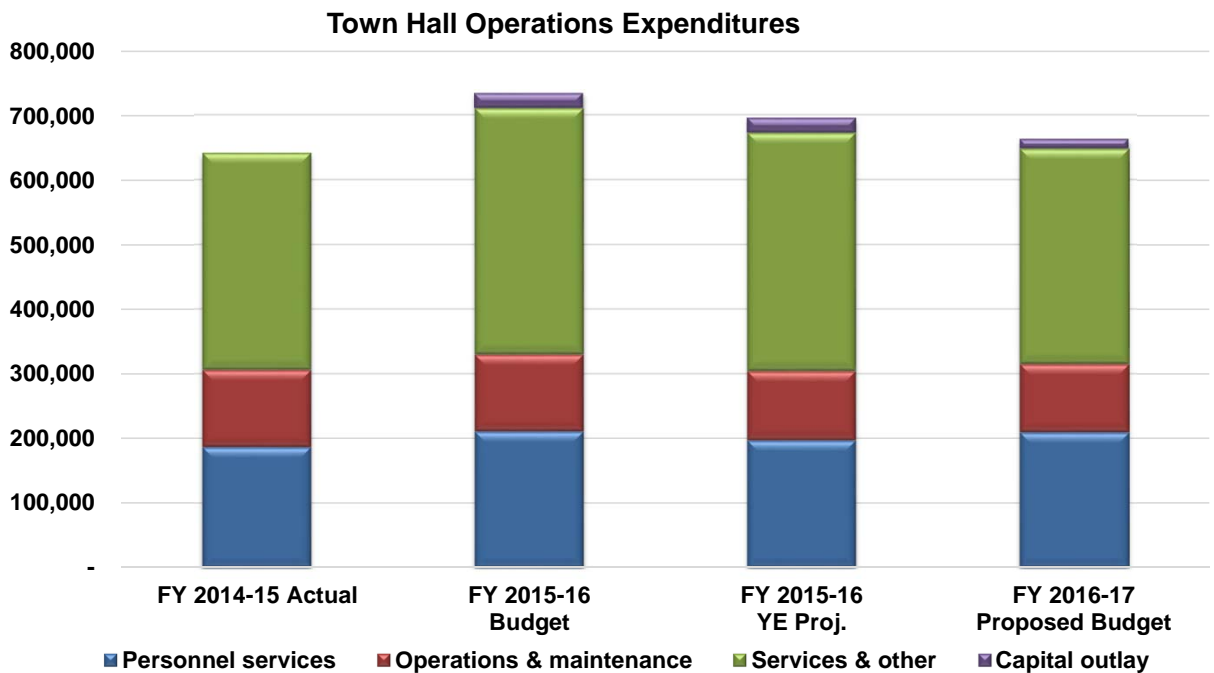
SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Overall Systems Maintained:	137,011	200,100	200,100	200,100
HVAC Systems	55	58	58	57
Electrical Systems	12	12	12	11
Plumbing Systems	12	12	12	11
Elevators	1	2	2	2
Fire & Sprinkler Systems	4	4	4	7
Generators	7	7	7	7
Facility Inspections	12	12	12	11
After Hours events supported	15	25	25	30
Janitorial Contracts	1	1	1	1

TOWN HALL OPERATIONS

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 186,292	\$ 210,965	\$ 196,999	\$ 209,344	(1,621)
Operations & maintenance	119,668	118,840	107,250	105,750	(13,090)
Services & other	336,164	381,185	368,629	333,089	(48,096)
Capital outlay	-	23,000	23,000	15,000	(8,000)
TOTAL	\$ 642,125	\$ 733,990	\$ 695,878	\$ 663,183	\$ (70,807)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Facilities Manager	1.00	1.00	1.00	1.00	-
Building Maintenance Technician I	1.00	1.00	1.00	1.00	-
Building Maintenance Technician II	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	-

MAYOR & CITY COUNCIL

MAYOR & CITY COUNCIL (100-120-01)

DEPARTMENT DESCRIPTION:

The mission of the Mayor and Council is to create a strategic framework of goals and priorities within the budget that allow the City Manager and City staff to successfully execute the City of Keller's vision, mission and values.

The City of Keller is a Home Rule Municipality with a Council-Manager form of government operating under a Home Rule Charter adopted April 3, 1982, and most recently revised and adopted November 2, 2010. Under the provisions of the City Charter and subject only to the limitations imposed by the Texas Constitution, state law and the City Charter, the Keller City Council is responsible for enacting local legislation, adopting the City's annual operating budget and setting local policies. The Keller City Council includes a mayor and six council members, all elected at-large for staggered, three-year terms.

City Council Goals/Accomplishments

1. Enhance economic development opportunities within the City:

- * Increased the city's tax base through sustainable residential, commercial and retail development which resulted in \$179 million in new construction
- * Responsible for direction resulting in the successful economic development incentives agreement which will bring the first hotel to Keller Town Center
- * Continued investing in the growth and redevelopment of Old Town Keller by approving the construction contract for public improvements on the west side totaling \$4.2 million
- * Responsible for direction resulting in the sale of the former city hall in Old Town which will bring the 7 Mile Café an upscale breakfast/lunch eatery
- * Working with the Keller Economic Development Board selected a consultant to assist with attracting quality commercial to large parcels remaining on Keller Parkway
- * Directed a complete revision of the Future Land Use Plan for property on US #377 north of Johnson Rd. after receiving input from business owners and residents which should jump start new commercial development
- * Accomplished or in the process of accomplishing the "Five Bold Steps" from a prior council goal setting session:
 - a. Convene a panel of residential development experts
 - b. Discuss and review allowable business types in the four quadrants
 - c. Receive and evaluate a Sports Park proposal
 - d. Make Old Town Keller decisions and proceed
 - e. Design and install entry portals

2. Improve communication between the City and its citizens:

- * Efficiently communicated citizen concerns, complaints and comments to the City Manager for resolution and follow-up
- * Approved funding for significant upgrades to the City communications efforts to improve accessibility, transparency and citizen engagement as well as the city's first mass notification system
- * Earned the Gold Medal Award in Financial Transparency from the Texas State Comptroller's Office
- * Continued the funding of Open Government Financial Software that allows citizens access to City financial data
- * Established "City Chat" bi-monthly public meetings and dialogue with the Chamber of Commerce and businesses

3. Strategically enhance the City's financial position to ensure continued viability and the capacity to implement priority capital improvement projects:

- * Lowered the fiscal year 2016 tax rate to \$0.43469 per \$100 of taxable value
- * Cash funded \$17.8 million in Capital Improvement Projects
- * Maintained current bond ratings at AAA (Standard & Poor's)
- * Appointed citizens to a Sanitary Sewer Task Force Committee to study the issue of the extension of sewers to citizens currently still on septic and make a recommendation
- * Conducted budget overview work sessions with the City Manager and staff, and worked with staff to manage expenses while responding to needs and accomplishing set goals

4. Complete current and future Capital Improvement Projects to include, but not limited to:

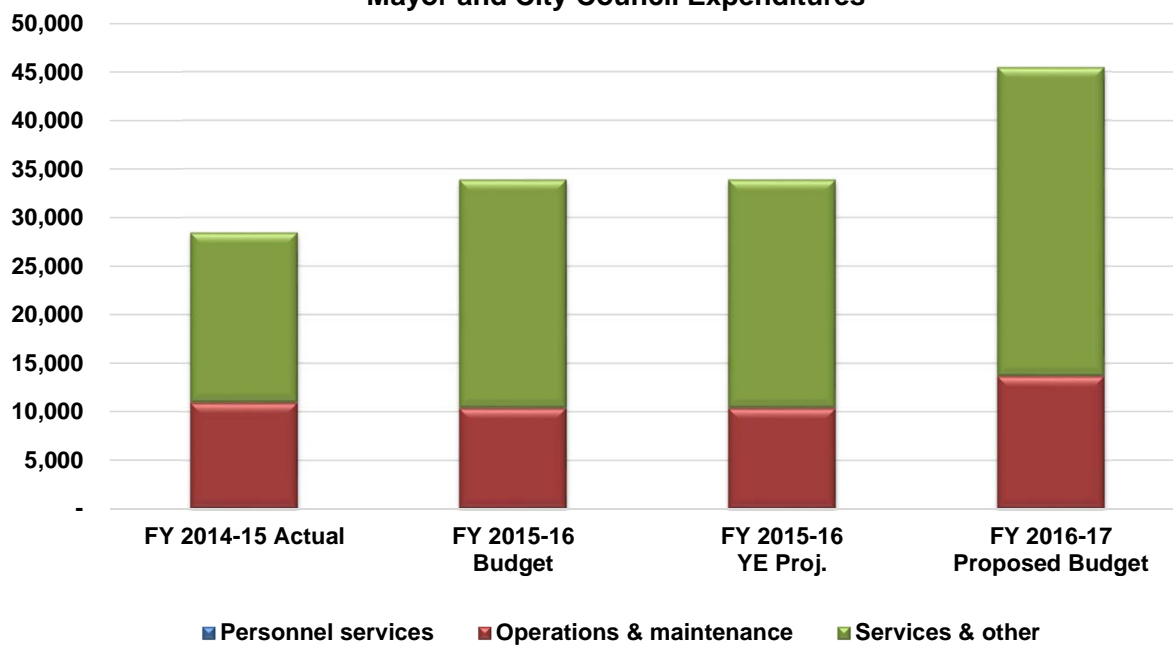
- * Drainage improvements
- * Fire Station refurbishments
- * Old Town Keller public improvements
- * Street expansions and enhancements to manage growth and traffic patterns
- * Sanitary sewer extensions when financially feasible and majority of residents agree to connect
- * Continued park and trails development and renovation
- * Water infrastructure enhancements

MAYOR & CITY COUNCIL

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	10,954	10,400	10,400	13,700	3,300
Services & other	17,559	23,545	23,545	31,790	8,245
TOTAL	\$ 28,512	\$ 33,945	\$ 33,945	\$ 45,490	\$ 11,545

Mayor and City Council Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

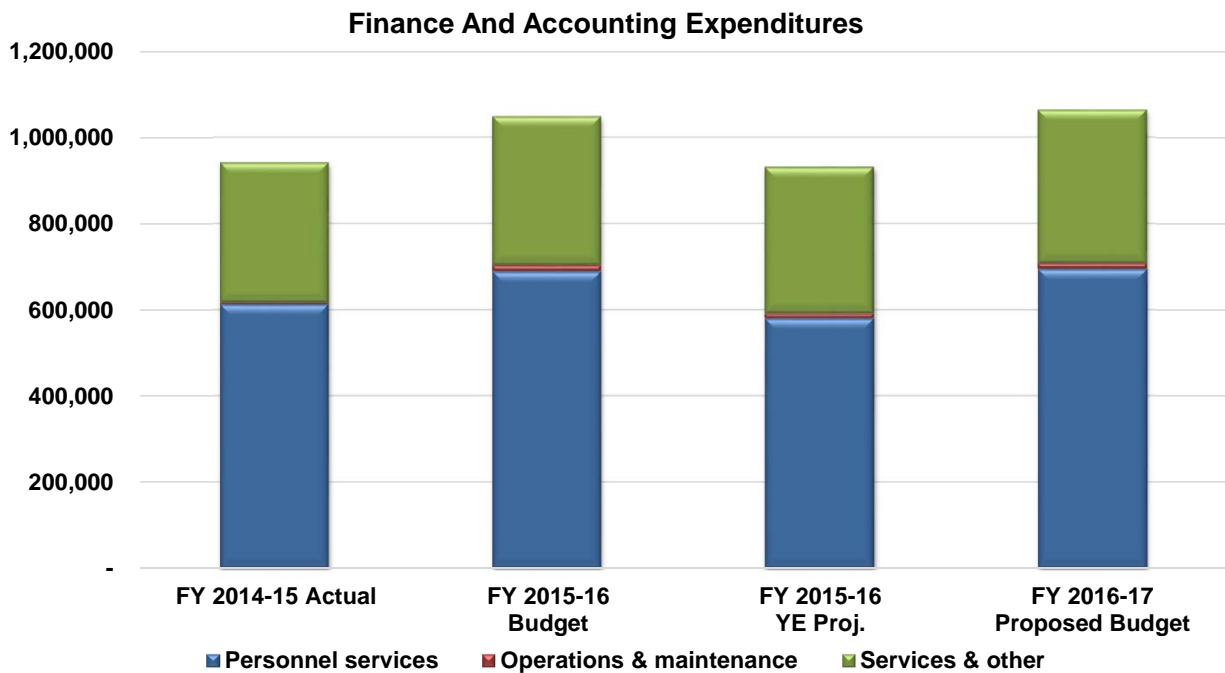
<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

FINANCE & ACCOUNTING DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 777,814	\$ 914,785	\$ 797,708	\$ 922,392	\$ 7,607
Tax	164,364	133,845	134,175	141,482	7,637
TOTAL	\$ 942,179	\$ 1,048,630	\$ 931,883	\$ 1,063,874	\$ 15,244

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 612,840	\$ 688,860	\$ 580,298	\$ 694,346	\$ 5,486
Operations & maintenance	3,363	14,365	10,600	13,515	(850)
Services & other	325,976	345,405	340,985	356,013	10,608
TOTAL	\$ 942,179	\$ 1,048,630	\$ 931,883	\$ 1,063,874	\$ 15,244



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	7.50	7.50	7.50	7.50	-
Tax	-	-	-	-	-
TOTAL	7.50	7.50	7.50	7.50	-

FINANCE & ACCOUNTING DEPARTMENT ADMINISTRATION DIVISION (100-130-01)

DEPARTMENT DESCRIPTION:

The Finance and Accounting Department maintains oversight responsibility for management of the City's assets. The Director of Finance is responsible for oversight of purchasing, accounting, payroll, accounts receivable, accounts payable, cash and investment management, capital financing, and customer service (utility billing) activities. The department also provides accounting services for the Keller Development Corporation (KDC), the Keller Tax Increment Reinvestment Zone (TIRZ), and the Keller Crime Control Prevention District (KCCPD).

DEPARTMENT/DIVISION GOALS:

1. Safeguard the City's assets by developing and/or complying with financial, investment and other related policies and procedures, and proper and timely recording of accounting transactions.
2. Ensure the City's financial accountability and responsible use of resources.
3. Maintain effective cash and investment management in order to realize a competitive rate of return, while protecting the City's safety of principal, in accordance with the City's Investment Policy and procedures.
4. Provide for the efficient and timely procurement of supplies, materials, equipment, and services for all City operations by working closely with vendors and other governmental entities to ensure that both the proper quantity and quality of materials and services are available.
5. Continue to strengthen internal control procedures by maintaining and updating formal financial management policies.

DEPARTMENT/DIVISION OBJECTIVES:

1. Complete reporting requirements to continue receiving the "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association for the Comprehensive Annual Financial Report for the 27th consecutive year (FY1989 – FY2015).
2. Complete reporting requirements to continue to receive the "Distinguished Budget Presentation Award" from the Government Finance Officers Association for the annual budget document for the 20th consecutive year (FY1996 – FY2016).
3. Maintain or strengthen the financial status of the City with outside sources, e.g. rating agencies, investors, and other governmental agencies by providing accurate and timely financial information.
4. Continue receiving Gold Medal Award for Financial Transparency from the State Comptroller's office.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total Purchasing Card Transactions	7893	New Measure	7815	7850
Total Purchase Orders Processed	315	New Measure	325	325
Total Sealed Bids/Proposals Processed	22	New Measure	25	20

FINANCE & ACCOUNTING DEPARTMENT ADMINISTRATION DIVISION (100-130-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 612,840	\$ 688,860	\$ 580,298	\$ 694,346	\$ 5,486
Operations & maintenance	3,065	14,065	10,300	13,215	(850)
Services & other	161,909	211,860	207,110	214,831	2,971
TOTAL	\$ 777,814	\$ 914,785	\$ 797,708	\$ 922,392	\$ 7,607

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Finance	0.75	0.75	0.75	0.75	-
Assistant Director of Finance	0.75	0.75	0.75	0.75	-
Budget Analyst	1.00	1.00	1.00	1.00	-
Senior Accounting Technician	1.00	1.00	1.00	1.00	-
Purchasing Agent	1.00	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	1.00	-
Accounting/Records Tech	1.00	1.00	1.00	1.00	-
Accounting/Purchasing Tech	1.00	1.00	1.00	1.00	-
TOTAL	7.50	7.50	7.50	7.50	-

FINANCE & ACCOUNTING DEPARTMENT

TAX DIVISION (100-130-09)

DEPARTMENT DESCRIPTION:

The Tax Division of the Finance & Accounting Department is responsible for the assessment and collection of property and other special assessment taxes for the City. Property appraisal is the responsibility of the Tarrant Appraisal District. Effective October 1999, the Tarrant County Tax Assessor/Collector began assessing and collecting property taxes for the City of Keller. The Tarrant County Tax Assessor/Collector also assesses and collects property taxes for all other taxing units within the City of Keller.

DEPARTMENT/DIVISION GOALS:

1. Continue collection and assessing contract with Tarrant County.
2. Ensure timely assessment and collection of the City's property taxes by working closely with the Tarrant Appraisal District and generating timely and accurate tax statements.
3. Provide timely and efficient assistance and information to citizens and City staff as requested.
4. Support other City departments by providing property ownership information.
5. Ensure that all real and personal property located in the Keller Town Center Reinvestment Zone is properly recorded by the Tarrant Appraisal District.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total property tax accounts	16750	17087	17227	17409
Total number of over-65 and disabled accounts	2166	2161	2446	2490
Total (appraised) value of over-65 and disabled accounts (millions)	\$555	\$600	\$647	\$729
Total number of tax ceiling accounts	2026	2261	2453	2498
Taxable value of tax ceiling accounts (millions)	\$428	\$491	\$655	\$597
Total number of new over-65 accounts	133	76	219	106
Total (appraised) value of new over-65 accounts (millions)	\$37	\$23	\$64	\$39
Total (taxable) value of new construction (millions)	\$104	\$180	\$217	\$217
Total (taxable) value of new residential construction (millions)	\$88	\$137	\$141	\$164
Total number of new residential properties	459	343	373	331
Total (taxable) value of new commercial construction (millions)	\$16	\$43	\$75	\$53
Total number of new commercial properties	12	N/A	48	13

FINANCE & ACCOUNTING DEPARTMENT TAX DIVISION (100-130-09)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Percentage of taxes collected (services to be provided by the Tarrant County Tax Assessor/Collector)	99.48%	99.30%	99.30%	99.30%
Average appraised residential value	\$295,895	\$301,105	\$299,629	\$336,733
Average taxable residential value	\$284,237	\$287,593	\$287,408	\$316,629
Effective tax rate per \$100 of taxable value	0.42862	0.44159	0.44159	0.40928
Actual tax rate per \$100 of taxable value	0.43719	0.43469	0.43469	0.43000
Rollback tax rate per \$100 of taxable value	0.4462	0.45714	0.45714	0.44005
Average City of Keller tax bill (actual rate)	\$1,243	\$1,250	\$1,249	\$1,362
Average taxable value of tax ceiling accounts	\$211,143	\$217,432	\$218,142	\$238,821
Percentage of new construction by property category:				
Residential	85%	76%	65%	75%
Commercial	15%	24%	35%	25%

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	298	300	300	300	-
Services & other	164,066	133,545	133,875	141,182	7,637
TOTAL	\$ 164,364	\$ 133,845	\$ 134,175	\$ 141,482	\$ 7,637

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

MUNICIPAL COURT MUNICIPAL COURT (100-160)

DEPARTMENT DESCRIPTION:

The Colleyville-Keller Regional Municipal Court provides the City with enforcement of Class C misdemeanor criminal laws and ordinance offenses occurring within the City limits. The Regional Municipal Court is operated through an interlocal agreement with the City of Colleyville. The Court is also responsible for maintaining accurate records of all cases, including arrest records, bond records, formal complaints, citation dispositions, school attendance offenses, state reporting, court costs, docket records, trial proceedings, refunds, forfeitures and transfer of funds for arrests of higher charges. The Regional Municipal Court processes and distributes all money collected in the jail for the City of Keller, Southlake, Colleyville and Westlake. The Regional Municipal Court is responsible for staying current with the changes of procedures and court costs that are submitted to the state with each State Legislature revision.

DEPARTMENT/DIVISION GOALS:

1. Maintain Court of Record operations in accordance with state laws, legislative updates and legal procedures.
2. Continue to utilize the teen court program with all options available designed to increase public awareness. Continue the ongoing success this program offers the community.
3. Maintain and continually update the Colleyville-Keller Regional Municipal Court Policy and Procedures manual.
4. Manage the juvenile process of required conditions of certain offenses committed by juveniles and minors such as tobacco, drug and alcohol awareness courses, mandatory community service and mandatory court appearances before the Judge.
5. Staff conducts all transactions with citizens in a professional manner with contact concern for quality customer service.

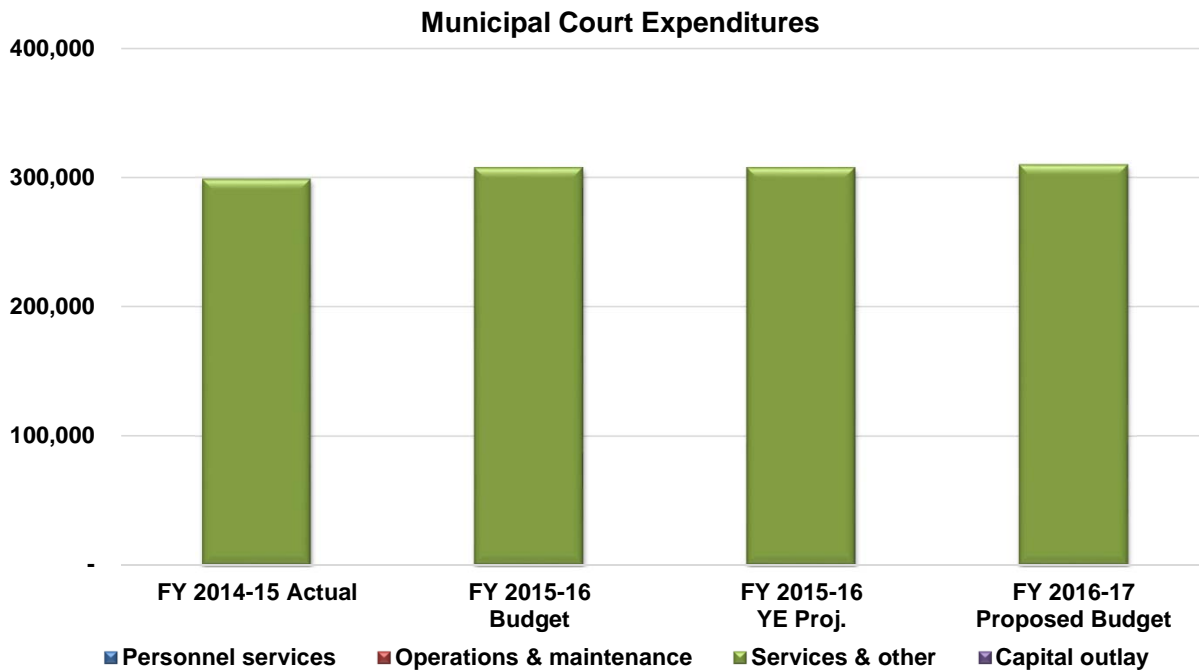
SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Number of citations processed	11,176	10,800	11,462	11,750
Number of cases requesting court dates	6,149	4,350	6,643	6,775
Number of cases with attorney representation	n/a	2,256	4,300	4,385
Number of court dockets held per year	68	70	78	78
Number of warrants processed/issued	3,030	2,275	2,933	2,875
Number of reports generated (open records requests)	231	245	260	275
Number of warrants outstanding	n/a	3,325	4,152	4,230
Number of defendants requesting jury trial	40	45	65	69

MUNICIPAL COURT

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	299,176	308,104	308,104	310,418	2,314
Capital outlay	-	-	-	-	-
TOTAL	\$ 299,176	\$ 308,104	\$ 308,104	\$ 310,418	\$ 2,314



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

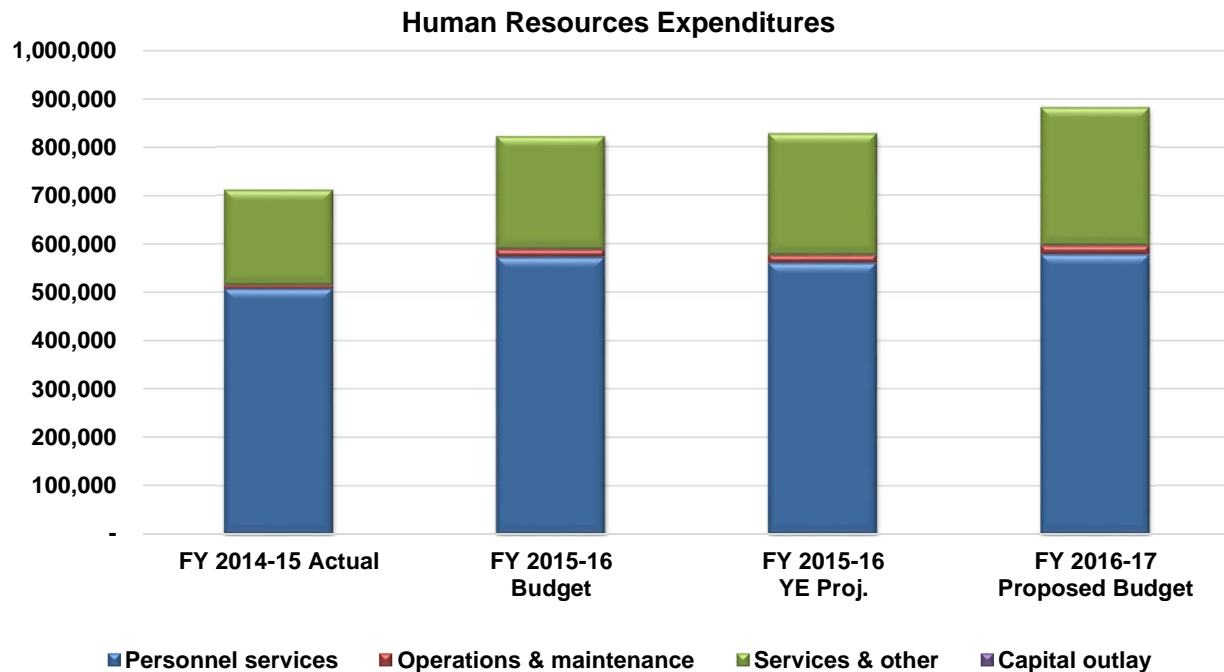
BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

HUMAN RESOURCES DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 390,348	\$ 417,672	\$ 414,549	\$ 435,536	\$ 17,864
City-Wide Employee Activities	204,732	278,360	290,110	319,835	41,475
Risk Management	116,798	126,340	123,229	126,249	(91)
TOTAL	\$ 711,878	\$ 822,372	\$ 827,888	\$ 881,620	\$ 59,248

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 507,114	\$ 572,392	\$ 560,198	\$ 578,324	\$ 5,932
Operations & maintenance	7,671	16,505	16,465	18,725	2,220
Services & other	197,092	233,475	251,225	284,571	51,096
Capital outlay	-	-	-	-	-
TOTAL	\$ 711,878	\$ 822,372	\$ 827,888	\$ 881,620	\$ 59,248



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	4.00	4.48	4.48	4.48	-
City-Wide Employee Activities	-	-	-	-	-
Risk Management	1.00	1.00	1.00	1.00	-
TOTAL	5.00	5.48	5.48	5.48	-

HUMAN RESOURCES DEPARTMENT

ADMINISTRATION DIVISION (100-170-01)

DEPARTMENT DESCRIPTION:

The Human Resources Department is responsible for activities that are intended to influence the productivity and effectiveness of the employees of the City. Specific activities that integrate human resources with the overall effectiveness of City operations include the following: administration of policy, recruiting and selection, employee training, development and organizational development, employee relations, compensation and benefits, risk management, and compliance with federal/state laws and those of the City.

DEPARTMENT/DIVISION GOALS:

1. Leverage the City's human capital to increase the efficiency and effectiveness of the organization as a whole.
 - * Ensure that the City's compensation practices and benefits are competitive.
 - * Develop a formal selection program with expert selection tools.
 - * Ensure the hiring of high-caliber employees through effective selection expertise.
 - * Strive for the City to have the reputation of being an employer of choice.
2. Be an effective strategic partner to our customers - our City employees.
 - * Educate employees in all City benefits to ensure proper utilization and manage benefit costs.
 - * Communicate benefits through communication pieces, benefit fair, benefit meetings, and annual health fair.
3. Be an effective strategic partner to our customers - other City departments.
 - * Provide expert consultation to departments in the areas of selection, compensation, benefits, employee relations, career advancement, disciplinary actions, training, leaves, policy administration and risk management.
 - * Develop HR staff expertise through effective training and certification programs.
 - * Focus on continuous quality improvement in consultative services.

DEPARTMENT/DIVISION OBJECTIVES:

1. The metrics below, though not measures of performance strictly speaking, are valuable indices of the degree of activity in the Human Resources Department, e.g. increase in employment actions or the size of the applicant pool.
2. Salary survey positions and compare to our thirteen benchmark cities to ensure all positions are placed on the pay plan with the salary at the 50th percentile.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
General job vacancies filled	102	80	96	96
The Keller Pointe job vacancies filled	151	165	150	150
General applications processed	2,076	1,700	2,890	2,900
The Keller Pointe applications processed	679	550	550	550
Number of positions salary surveyed	144	144	146	146
General employee turnover rate (excluding seasonal employees)	15.8%	19.0%	15.0%	14.0%
The Keller Pointe employee turnover rate (excluding seasonal employees)	38.5%	25.0%	20.0%	20.0%

PERFORMANCE INDICATORS

Achieve 90% or greater percentage of positions salary surveyed	100%	New Measure	100%	100%
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HUMAN RESOURCES DEPARTMENT ADMINISTRATION DIVISION (100-170-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 379,653	\$ 404,032	\$ 400,949	\$ 415,969	\$ 11,937
Operations & maintenance	806	1,790	1,750	3,410	1,620
Services & other	9,889	11,850	11,850	16,157	4,307
Capital outlay	-	-	-	-	-
TOTAL	\$ 390,348	\$ 417,672	\$ 414,549	\$ 435,536	\$ 17,864

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Human Resources	1.00	1.00	1.00	1.00	-
HR Manager	1.00	1.00	1.00	1.00	-
Employment Specialist	1.00	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
HR Aide	-	0.48	0.48	0.48	-
TOTAL	4.00	4.48	4.48	4.48	-

HUMAN RESOURCES DEPARTMENT

CITY-WIDE EMPLOYEE ACTIVITIES DIVISION (100-170-11)

DEPARTMENT DESCRIPTION:

The Human Resources Department is responsible for activities that are intended to influence the productivity and effectiveness of the employees of the City. These non-departmental (city-wide) activities are provided to promote excellent customer service and retention of employees through recognition programs, support employees to prepare for career development, and educate employees on city benefits thereby improving utilization of benefits resulting in cost savings to the City and resulting in happier, healthier employees. In order to better define the city-wide activity costs, the costs have been separated from the general expenditures of the Human Resources Department.

DEPARTMENT/DIVISION GOALS:

1. Recognize and reward employees with an annual service award banquet and presentation of service pins, Employee of the Year in each of the Core Values, plus overall Employee of the Year.
2. Reward and encourage employees for excellent customer service through "Quality Achievement Awards" and "Caught Making a Difference" program.
3. The Employee Activity Team (EAT) coordinates employee activities, events, contests, lunches, snacks, etc. for employee appreciation and morale.
4. Encourage and support employees in their career development through cost-effective, quality training, the Career Advancement Program (CAP) and tuition reimbursement for current and future positions.
5. Support and foster communication throughout the organization by supporting the City Manager in his quarterly Employee Roundtable Meetings and the Supervisor/Manager Roundtable Meetings.
6. The Wellness Committee encourages employees on healthy initiatives. We partner with our medical insurance vendor on wellness. Medical vendor will offer and coordinate on-line health risk assessments, biometric screenings at our annual health fair, and on-line coaching. Human Resources will continue to host lunch 'n learns about a variety of subject dealing with health, exercise and nutrition as well as Wellness initiatives (four Wellness challenges and two sports tournaments).

DEPARTMENT/DIVISION OBJECTIVES:

1. The metrics below, though not measures of performance strictly speaking, are valuable indices of the degree of activity in the Human Resources Department.
2. Consistently achieve at a designated, minimum level training hours per employee per fiscal year for continued career development.
3. Strive to fill the general job vacancies with internal applicants, i.e. promotions.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Employees requesting tuition reimbursement benefit	12	11	11	13
Employees utilizing tuition reimbursement benefit	6	9	6	8
General job vacancies filled by in-house promotions	49	27	12	15
General job vacancies filled by outside hires	53	48	42	55
Employees that "graduated" from the Career Advancement Program	4	4	4	7
Employees participating in Wellness Initiatives	176	210	200	210
Number of EAT sponsored events	12	17	12	12

HUMAN RESOURCES DEPARTMENT

CITY-WIDE EMPLOYEE ACTIVITIES DIVISION (100-170-11)

SERVICE LEVEL ANALYSIS: (CONTINUED)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
PERFORMANCE INDICATORS				
Average training hours per employee (Goal of greater than three hours)	3.28	5	4	3
30% or greater percentage of vacancies filled by internal applicants, i.e. promotions	48%	New Measure	22%	21%

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 12,270	\$ 46,000	\$ 40,000	\$ 40,000	\$ (6,000)
Operations & maintenance	6,475	13,275	13,275	13,875	600
Services & other	185,987	219,085	236,835	265,960	46,875
TOTAL	\$ 204,732	\$ 278,360	\$ 290,110	\$ 319,835	\$ 41,475

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

HUMAN RESOURCES DEPARTMENT

RISK MANAGEMENT DIVISION (100-170-15)

DEPARTMENT DESCRIPTION:

The underlying purpose of Risk Management is to reduce unnecessary losses: the less an organization spends on losses, the more resources it has to direct toward essential services and/or benefits. Responsibilities of this Division are to: 1) protect city assets, minimizing the city's internal and external exposures associated with risk, 2) continue an effective risk management program, including but not limited to, employee safety committee for review of all potential loss events, 3) coordinate with Safety Committee on the Quarterly Department Safety Review Meetings to bring safety awareness to all employees, and 4) coordinate and conduct drills in compliance with the City's Evacuation Plan.

DEPARTMENT/DIVISION GOALS:

1. Assist all levels of management and employees to be educated on and maintain safety programs and practices that will ensure the safe and effective completion of city services and reduce accidents and injuries.
2. Investigate all workers' compensation claims, equipment/vehicle damage claims, liability and property claims and report claims to appropriate services agencies in a timely manner.
3. Monitor and coordinate benefits with employees needing Family Medical Leave (FMLA), short-term disability and/or long-term disability.
4. Provide and track safety training including Texas Municipal League (TML) on -site and on-line training for all employees.
5. Ensure that all city properties, vehicles and mobile equipment are covered by the cities insurance policies.

DEPARTMENT/DIVISION OBJECTIVES:

Complete reporting of all Workers' Compensation claims by designated deadline which is within 48 hours of receipt of claim.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Department Quarterly Safety Review Meetings	42	40	40	40
Worker compensation claims processed	27	45	30	30
Equipment and vehicle damage claims processed	37	34	35	35
Liability claims processed	25	25	25	35
Property claims processed	10	6	10	10
FMLA requests processed	43	50	40	40
TML Online Training Classes Taken	73	112	1200	80

PERFORMANCE INDICATORS

All Workers' Compensation claims filed within designated deadline	100%	New Measure	100%	100%
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HUMAN RESOURCES DEPARTMENT RISK MANAGEMENT DIVISION (100-170-15)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 115,191	\$ 122,360	\$ 119,249	\$ 122,355	\$ (5)
Operations & maintenance	390	1,440	1,440	1,440	-
Services & other	1,217	2,540	2,540	2,454	(86)
Capital outlay	-	-	-	-	-
TOTAL	\$ 116,798	\$ 126,340	\$ 123,229	\$ 126,249	\$ (91)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

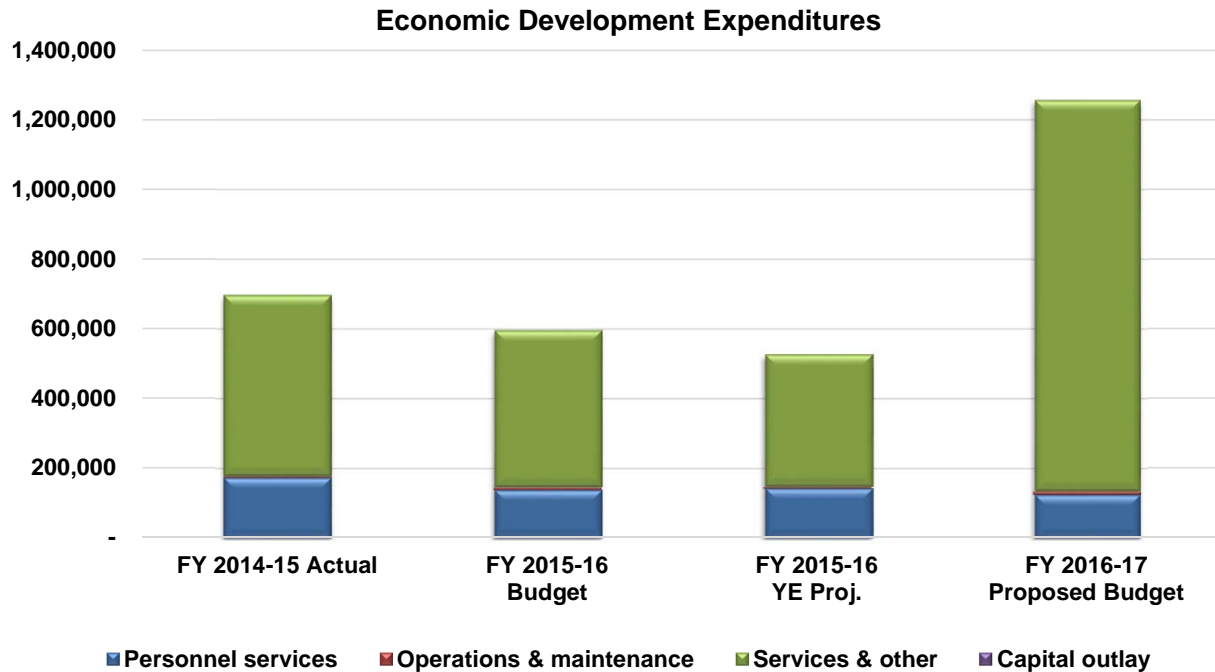
BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Risk Manager	1.00	1.00	1.00	1.00	-
TOTAL	1.00	1.00	1.00	1.00	-

ECONOMIC DEVELOPMENT DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 344,182	\$ 426,669	\$ 339,099	\$ 326,641	\$ (100,028)
Old Town Keller	11,270	30,130	48,576	85,898	55,768
Economic Development Incentives	342,093	139,045	139,045	845,100	706,055
TOTAL	\$ 697,545	\$ 595,844	\$ 526,720	\$ 1,257,638	\$ 661,794

<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 173,814	\$ 138,614	\$ 143,184	\$ 125,246	\$ (13,368)
Operations & maintenance	3,943	7,200	3,500	8,815	1,615
Services & other	519,788	450,030	380,036	1,123,577	673,547
Capital outlay	-	-	-	-	-
TOTAL	\$ 697,545	\$ 595,844	\$ 526,720	\$ 1,257,638	\$ 661,794



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	1.78	1.78	1.78	1.38	(0.40)
Old Town Keller	-	-	-	0.40	0.40
TOTAL	1.78	1.78	1.78	1.78	-

ECONOMIC DEVELOPMENT DEPARTMENT ADMINISTRATION DIVISION (100-190-01)

DEPARTMENT DESCRIPTION:

The Economic Development Department fosters sustainable economic growth opportunities for job creation and revenue enhancement through comprehensive business expansion, attraction, promotion and retention programs and services to ultimately increase the commercial property tax base, residents' property value and improve quality of life for all Keller residents. The Department will utilize the 2014 Economic Development Strategic Plan to assist the City of Keller in the following areas:

- Focus on attracting top-tier businesses
- Work to ensure the strength and sustainability of existing businesses
- Expand the commercial property tax base
- Enhance retail opportunities that will assist in the increase of the local sales and use tax
- Create job opportunities through the recruitment of large employers

DEPARTMENT/DIVISION GOALS:

Attraction and Retention Activities:

1. Attract and retain quality commercial developments from a variety of target industries that increase our residents' property value and improve their quality of life while ultimately increasing and/or expanding the retail, commercial and residential tax base.
2. Maintain regular contact with existing businesses through an active outreach program to identify and act on retention and expansion opportunities.
3. Oversee the Keep it in Keller program to promote and support local businesses. Continue ongoing shop-local campaign and maintain the www.keepitinkeller.com website that provides residents and visitors alike.
4. Attend at least three (3) trade shows to market the City of Keller to prospective developers, businesses, realtors and investors from across the state and the nation.
5. Pursue CECD accreditation - this is a four-year process.
6. Update the Economic Development Strategic Plan.

DEPARTMENT/DIVISION OBJECTIVES:

1. Identify key retail and restaurant entities to target with the aid of the Retail Coach and actively pursue locating them on key parcels in Keller.
2. Pursue status as a Main Street City USA and implement the Main Street program.
3. Procure reservations for the ICSC Dallas, ICSC Las Vegas, Retail Live Austin, and NTCAR annual events.
4. Taylor marketing outreach to goals.
5. Procure reservations in at least two (2) IEDC training seminars for both the Director and Coordinator toward CED accreditation.
6. Continue the interactive relationship with the Greater Keller Chamber of Commerce, including the business survey feedback they acquire on our behalf.
7. Establish a timeline for updating the Strategic Plan over the course of the year during the regular KEDB meetings.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Overview:				
Number of Staff	2.5	2.5	2	2
Budget Amount	337,449	463,240	426,669	326,641
Population	42,890	43748	43,748	44,050
Recruitment:				
New businesses recruited	59	62	60	65
Trade shows attended	3	4	4	4
Recruitment meetings, phone calls & info distributed	100	100	100	100
Developer/broker forums	1	4	4	4

ECONOMIC DEVELOPMENT DEPARTMENT ADMINISTRATION DIVISION (100-190-01)

SERVICE LEVEL ANALYSIS: (CONTINUED)

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Retention and Expansion:				
Business expansions	6	8	7	8
Retention Business Meetings, visits and outreach	60	70	800	800
Grand openings/ribbon cuttings attended by staff	25	30	30	30
Retail Occupancy Average Rate	95.70%	0.953	96.50%	97.00%
Office Occupancy Average Rate	90.68%	0.92	91.00%	91.50%
Hotel Occupancy Average Rate	0		0	30%
Business roundtables with Keller businesses	2	25	5	6
Welcome kits distributed	5	10	30	30
Small Business Administration referrals	3	4	4	4

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 173,814	\$ 138,614	\$ 131,014	\$ 95,519	\$ (43,095)
Operations & maintenance	3,943	4,200	500	5,715	1,515
Services & other	166,425	283,855	207,585	225,407	(58,448)
Capital outlay	-	-	-	-	
TOTAL	\$ 344,182	\$ 426,669	\$ 339,099	\$ 326,641	\$ (100,028)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Public Services/Economic Development	0.30	0.30	0.30	0.30	-
Economic Dev Coordinator/Main Street Manager	1.00	1.00	1.00	0.60	(0.40)
Economic Development/Marketing Intern	0.48	0.48	0.48	0.48	-
TOTAL	1.78	1.78	1.78	1.38	(0.40)

ECONOMIC DEVELOPMENT DEPARTMENT OLD TOWN KELLER (100-190-17)

DEPARTMENT DESCRIPTION:

The Old Town Keller (OTK) division was created to account for expenditures relating to the preservation of Old Town and the improvements intended to enhance and promote business development in Old Town.

DEPARTMENT/DIVISION GOALS:

1. Improve and preserve the Old Town Keller area through coordinated efforts with merchants, property owners, other municipal departments and outside agencies.
2. Encourage additional retail and commercial activity in the Old Town area.
3. Improve the appearance of the original Old Town Keller area.
4. Oversee the Old Town Keller Façade Improvement Grant Program.
5. Serve as Liaison with the Old Town Keller Merchants Association.
6. Achieve national designation as a Main Street USA City.

DEPARTMENT/DIVISION OBJECTIVES:

1. Apply for national designation as a Main Street USA City.
2. Oversee the redevelopment of Old Town Keller Phase I and II in conjunction with Planning and Engineering staff.
3. Actively solicit particular restaurants and retailers to fill vacant parcels/buildings in Old Town Keller.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Meet with business prospects or existing businesses to discuss opportunities for new or expanded development	15	15	15	15
Meet with existing business owners to seek partnership opportunities to improve the overall environment and viability of Old Town Keller	15	15	15	15
Old Town Keller Façade improvement grants approved by City Council	1	4	3	5
Old Town Keller Façade improvement grants completed	1	4	3	5
Attend Old Town Keller Merchants Association meetings	N/A	1	1	2

**ECONOMIC DEVELOPMENT DEPARTMENT
OLD TOWN KELLER (100-190-17)**

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ 12,170	\$ 29,727	\$ 29,727
Operations & maintenance	-	3,000	3,000	3,100	100
Services & other	11,270	27,130	33,406	53,071	25,941
Capital outlay	-	-	-	-	-
TOTAL	\$ 11,270	\$ 30,130	\$ 48,576	\$ 85,898	\$ 55,768

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Economic Dev Coordinator/Main Street Manager	-	-	-	0.40	0.40
TOTAL	-	-	-	0.40	0.40

ECONOMIC DEVELOPMENT DEPARTMENT ECONOMIC DEVELOPMENT INCENTIVES (100-190-98)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	342,093	139,045	139,045	845,100	706,055
Capital outlay	-	-	-	-	-
TOTAL	\$ 342,093	\$ 139,045	\$ 139,045	\$ 845,100	\$ 706,055

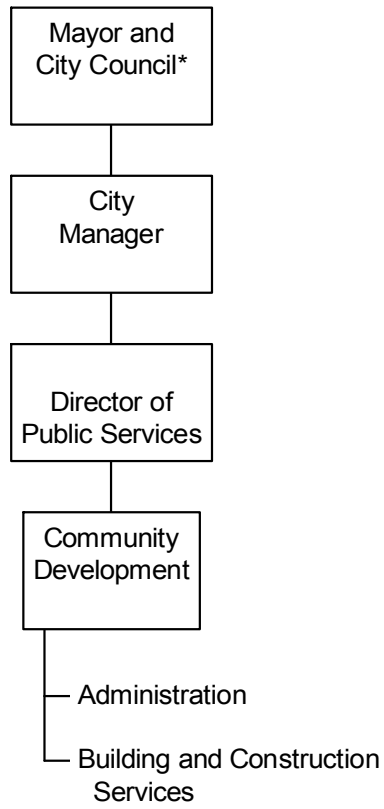
PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

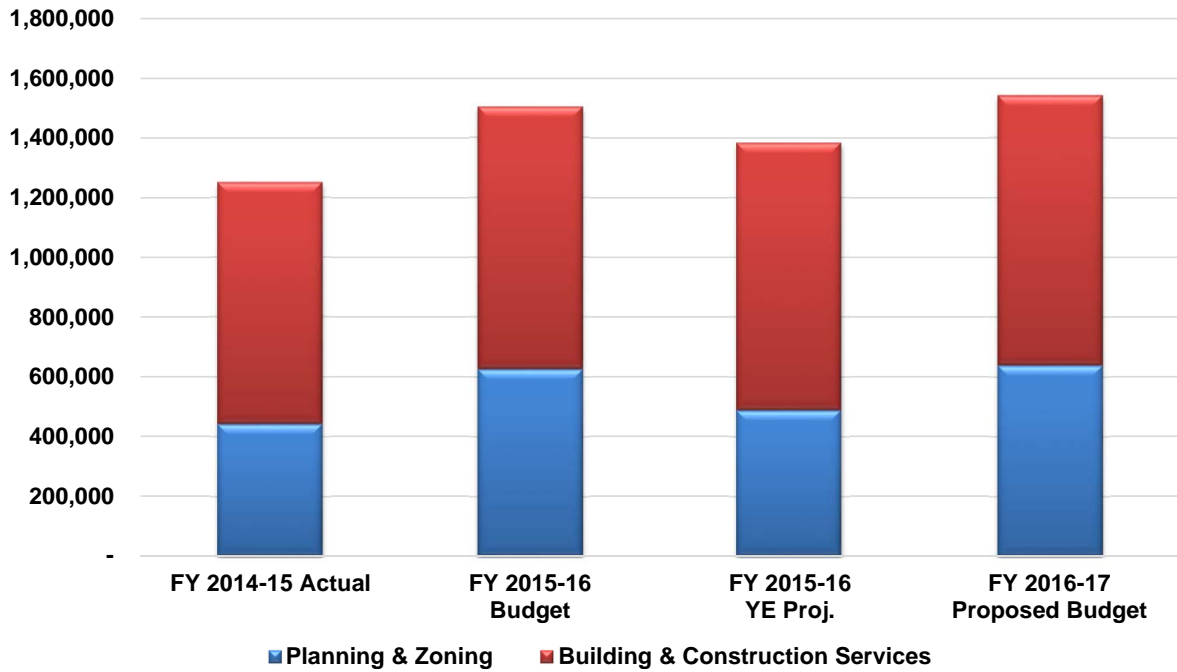
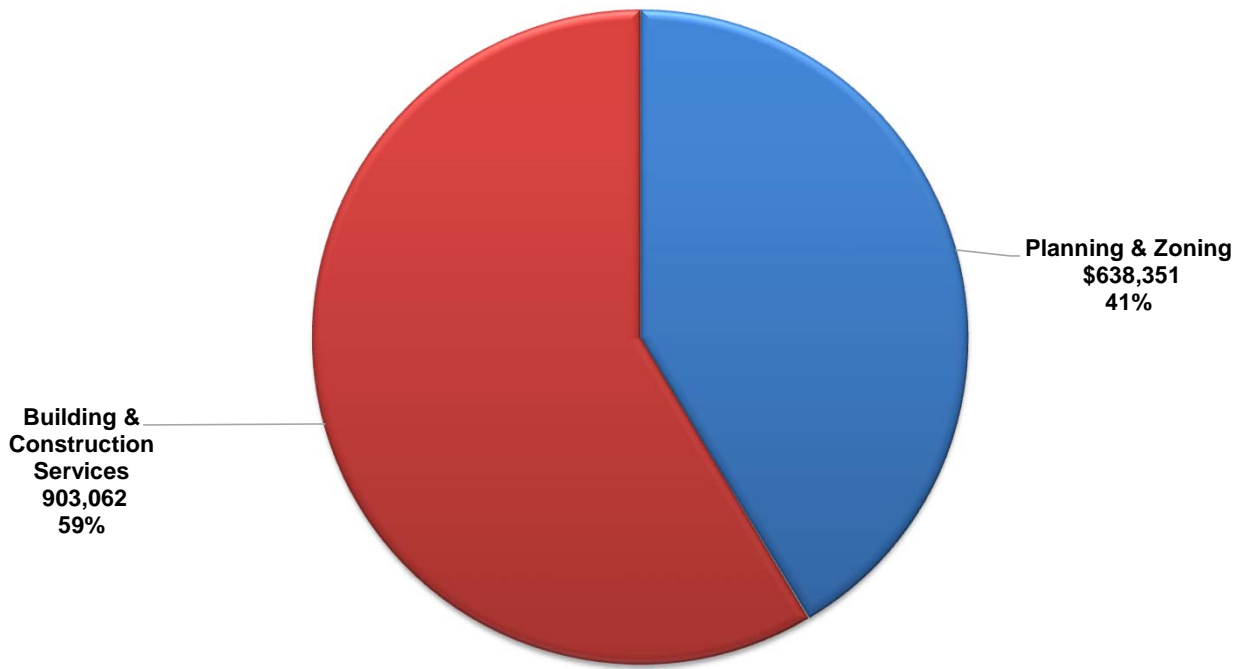
CITY OF KELLER, TEXAS ORGANIZATION CHART

COMMUNITY DEVELOPMENT



* – Denotes elected position.

COMMUNITY DEVELOPMENT



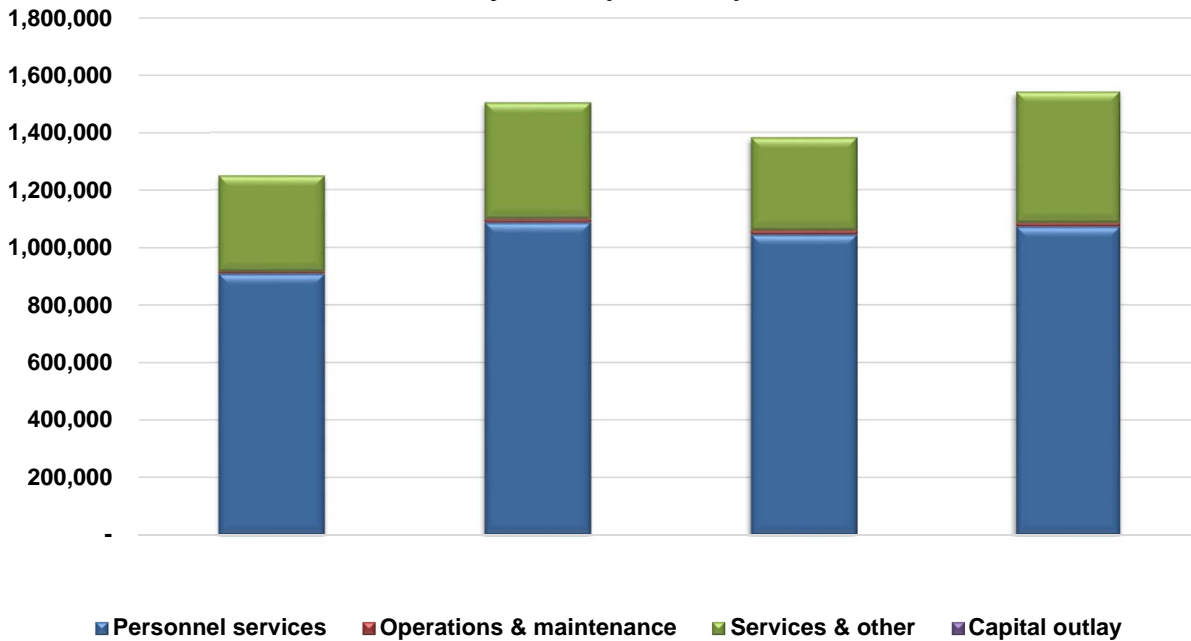
COMMUNITY DEVELOPMENT DEPARTMENT

EXPENDITURE SUMMARY

<u>EXPENDITURES BY DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Planning & Zoning	\$ 442,585	\$ 625,195	\$ 488,831	\$ 638,351	\$ 13,156
Building & Construction Services	807,226	878,325	894,043	903,062	24,737
TOTAL	\$ 1,249,810	\$ 1,503,520	\$ 1,382,874	\$ 1,541,413	\$ 37,893

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 908,294	\$ 1,086,060	\$ 1,045,006	\$ 1,072,581	\$ (13,479)
Operations & maintenance	7,576	12,745	13,385	12,835	90
Services & other	333,940	404,715	324,483	455,997	51,282
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,249,810	\$ 1,503,520	\$ 1,382,874	\$ 1,541,413	\$ 37,893

Community Development Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY DIVISION</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Planning & Zoning	5.18	5.18	5.18	4.97	(0.22)
Building & Construction Services	7.23	7.48	7.48	7.48	-
TOTAL	12.41	12.66	12.66	12.45	(0.22)

COMMUNITY DEVELOPMENT DEPARTMENT PLANNING & ZONING DIVISION (100-200-01)

DEPARTMENT DESCRIPTION:

The Community Development Department is responsible for facilitating, organizing and directing the City's growth and development. The department implements growth policies in accordance with the City Council directed goals and objectives. It is comprised of two divisions to include Administration (planning and development) and Building and Construction Services (building permitting and inspections activities). The Administration (Planning) division is routinely involved in land use planning, zoning, thoroughfare planning, residential and commercial development plan review, and coordination and implementation of the Impact Fee Ordinance. The department provides coordination among other development-related departments through management of the Development Review Committee (DRC) in order to expedite and advance the development projects in the most efficient manner. The department supports three City-appointed boards: the Planning and Zoning Commission (P & Z), the Capital Improvements Advisory Committee (CIAC), and the Zoning Board of Adjustment (ZBA).

DEPARTMENT/DIVISION GOALS:

1. Maintain and improve the level of customer service provided to the citizens, City Council, members of appointed boards and the development community.
2. Streamline and facilitate all development applications and special projects in a timely and efficient manner and within budget and in accordance with City's development codes and ordinances.
3. Provide project management and assist other departments for Special Projects (e.g. Entry Portal Signs, Parks & Trails Master Plan Update for Parks, OTK Phase II Public Improvements).
4. Implement the City's Land Use Plan and other land development policies and expand programs to enhance development opportunities in the City.
5. Improve effectiveness of the department by maintaining the Unified Development Code (UDC) and other development ordinances.
6. Assist the City with implementation of ordinances and development plans for special projects (i.e. Old Town Keller West; Unified Development Code Update; Entry Portal Signs; Parks & Trails Master Plan Update; Impact Fee Ordinance Update).
7. Provide useful information such as development applications, public hearings, policies and regulations on the City's web page for customer/public access.
8. Update demographic and population materials and community profile data; prepare and update community statistics for economic development purposes. Strengthen the effectiveness of development boards through training of members.
9. Assist Economic Development Department in updating database necessary for business recruitment efforts, such as site and building inventories, marketing information, and preparation of economic incentive packages to appropriate and interested business prospects; assist in promoting programs to attract new commercial developments to Keller.
10. Assist Utility Billing, Development Services, and Economic Development with fee assessments associated with impact and development fees for residential and non-residential building permits as well as potential development projects.
11. Improve public relations efforts with the community through outreach programs, by providing and updating the Community Development summary brochure, development activity reports, annual meetings and workshops with the development community and regular presentations regarding the City's growth and progress at various community and civic organizations.
12. Assist in the maintenance of the City's GIS program.
13. Assist Code Compliance with landscaping, signage, and development regulation violations.

COMMUNITY DEVELOPMENT DEPARTMENT PLANNING & ZONING DIVISION (100-200-01)

DEPARTMENT/DIVISION OBJECTIVES:

1. Improve on response time in returning phone calls/emails to effectively improve the level of customer service provided to the citizens and development community.
2. Conduct 6-month benchmark review of DRC process; pinpoint deficiencies and make appropriate modifications to steps in process to improve on review time/permit issuance times.
3. Provide project management for all development applications; staff planners will oversee development applications from initial submission to final site finals/Certificate of Occupancy (C/O) release. Single point of contact will improve efficiency of communication and ensure all aspects/City requirements are being met throughout entire development process (This is new service by Planning staff as of October 2015).
4. Provide project management for Special Projects. Staff will oversee OTK Phase II Public Improvements Project for design phase with public and consultant. Other projects include Sign Code Update, Residential Assisted Living Facilities (ALF) UDC Text Amendment.
5. Improve on tree inspection/enforcement for new developments; develop better communication with developers to reduce number of violations/citations.
6. Provide additional resources on City's webpage to assist with customer service and transparency. Add new DRC development packet to improve knowledge of all steps in process.
7. Provide same level of support and offer improvements to Zoning Board of Adjustment (ZBA) application process as staff does for P & Z Commission. ZBA moved under Administration responsibilities in March 2016.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Planning and Zoning Commission (P & Z) Meetings	22	20	20	20
Special Meetings held for Special Projects, ordinance revisions and land use plan implementations (e.g. UDC Update, Impact Fee Ordinance Update, Hwy. 377 FLUP Update, Entry Portal Signs, Sign Code Update, Residential ALF Text Amendment, OTK Phase II Public Improvement Project)	11	15	15	25
Plat applications (all types) reviewed	36	45	45	35
Zoning Change requests (straight and PDs) reviewed	26	20	15	15
Future Land Use Plan Amendments reviewed	10	10	3	5
Site Plans reviewed	22	25	25	25
Specific Use Permits (SUP) reviewed	18	25	25	25
UDC Variances reviewed	19	20	30	15
Tree Appeals reviewed	4	3	5	5
Tree Protection Site Inspections (Weekly)	0	N/A	52	52
Site Finals	0	N/A	15	30
Sign Permits reviewed	332	230	250	300
Code Compliance Cases	5	10	12	10
Phone Calls /Emails Received	n/a	N/A	2,080	3,000
Walk-ins/DRC Meetings	5	New Measure	256	350
Capital Improvements Advisory Committee (CIAC) Meetings	3	5	2	2
Zoning Board of Adjustments (ZBA) Regular & Special Meetings	12	10	10	10
Zoning Board of Adjustments (ZBA) variance cases reviewed	24	15	12	12

COMMUNITY DEVELOPMENT DEPARTMENT PLANNING & ZONING DIVISION (100-200-01)

SERVICE LEVEL ANALYSIS: (CONTINUED)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
PERFORMANCE INDICATORS				
Office staff (FTE)	4	4	4	4
Average staff processing time for initial review of zoning and SUP applications (in days)	5	5	5	5
Average response from applicants regarding initial review (in days)	10	10	10	10
Average case preparation time for public hearings (in days)	2	2	2	2
Average approval time for administrative site plans (in days)	14	14	14	14
Average review time for ZBA cases	14	New Measure	14	14

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 349,293	\$ 475,820	\$ 441,166	\$ 478,367	\$ 2,547
Operations & maintenance	1,242	2,810	2,400	2,800	(10)
Services & other	92,049	146,565	45,265	157,184	10,619
TOTAL	\$ 442,585	\$ 625,195	\$ 488,831	\$ 638,351	\$ 13,156

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Public Svcs/Econ Dev.	0.70	0.70	0.70	0.70	-
Planning Manager	1.00	1.00	1.00	1.00	-
Planner I	1.00	1.00	1.00	1.00	-
Senior Planner	1.00	1.00	1.00	1.00	-
Planning Technician	1.00	1.00	1.00	1.00	-
Planning Intern	0.48	0.48	0.48	0.27	(0)
TOTAL	5.18	5.18	5.18	4.97	(0)

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING & CONSTRUCTION SERVICES DIVISION (100-200-14)

DEPARTMENT DESCRIPTION:

The Building Services Division is responsible for regulating and controlling the design, construction, quality of materials, building use and occupancy, location and maintenance of all buildings and structures in the City. The Building Services Division is also responsible for safeguarding property and the public welfare through the enforcement of the City's Building Codes, Zoning Codes, and City Ordinances. This activity includes implementation of codes for building, plumbing, gas, electrical, mechanical, the City's adopted Code of Ordinances and the Unified Development Code. This division is supplemented with an outsourced agency for inspection and plan review services. The use of an outsourced agency allows the division to maintain cost effectiveness and efficiency during high and low peaks without a need for staff changes.

DEPARTMENT/DIVISION GOALS:

1. Provide prompt, friendly and efficient customer service to all customers, including citizens, developers, builders, and contractors.
2. Conduct quality inspections through consistent interpretations of the building codes, zoning codes, and code of ordinances.
3. Increase community awareness of the departments' purpose and responsibilities through public information activities and code/ ordinance updates, including interactive web-based information.
4. Promote a higher quality of life through the continuing efforts of seeking voluntary compliance on code violations.
5. Continue to seek an excellent customer experience.

DEPARTMENT/DIVISION OBJECTIVES:

1. Offer weekly Pre-Construction (Pre-Con) Meetings with development staff and developers to review construction process prior to issuing commercial building permits.
2. Seek voluntary compliance on code violations through tactfulness and by educating the public.
3. Provide training opportunities for Building Service staff to improve performance and to earn continuing education units for license/ certification renewal.
4. Provide updates for registered contractors for implementation of building code adoption by adding information to the website and by hosting update meetings.
5. Foster open line of communication with fellow Divisions to pursue great working relationships and efficiency.
6. Promptly returning messages and emails.
7. Providing step-by-step construction process details.
8. Treating the public with respect and kindness.
9. Offering efficient ways of obtaining permitting.
10. Providing a clear vision to the public on how to obtain compliance on code violations.
11. Communicating well with fellow divisions.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Residential Building Permits Issued:	256	290	200	200
Non-Residential Building Permits Issued:	72	included in above total	40	40
Plans Reviewed for New Construction (Residential & Commercial):	272	370	180	180
Miscellaneous Permits Issued:	2,999	2,550	2,500	2,500
Miscellaneous Plans Reviewed:	921	1,360	942	900
Number of Inspections Performed:	6,663	6,330	4,748	4,500
Certificates of Occupancy Issued for Existing Structures:	62	65	58	55
Code Enforcement On-Site Inspections & Sign Removal:	4,177	2,050	2,915	2,900
Code Enforcement Warnings Issued:	820	New Measure	500	500
Code Enforcement Citations Issued:	238	New Measure	120	100

COMMUNITY DEVELOPMENT DEPARTMENT BUILDING & CONSTRUCTION SERVICES DIVISION (100-200-14)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Value of Residential Permits (millions)	80.8	91.8	60	60
Value of Non-Residential Permits (millions)	67.6	35.8	40	35
Value of Miscellaneous Permits (millions)	11.6	New Measure	9	9
Average Review Time for Residential Plan Reviews (days)	10	New Measure	10	10
Average Review Time for Non-Residential Plan Reviews (days)	15	New Measure	15	15
Average Compliance Time Frame for Code Violations (days)	10 to 30	New Measure	10 to 30	10 to 30

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 559,001	\$ 610,240	\$ 603,840	\$ 594,214	\$ (16,026)
Operations & maintenance	6,334	9,935	10,985	10,035	100
Services & other	241,891	258,150	279,218	298,813	40,663
TOTAL	\$ 807,226	\$ 878,325	\$ 894,043	\$ 903,062	\$ 24,737

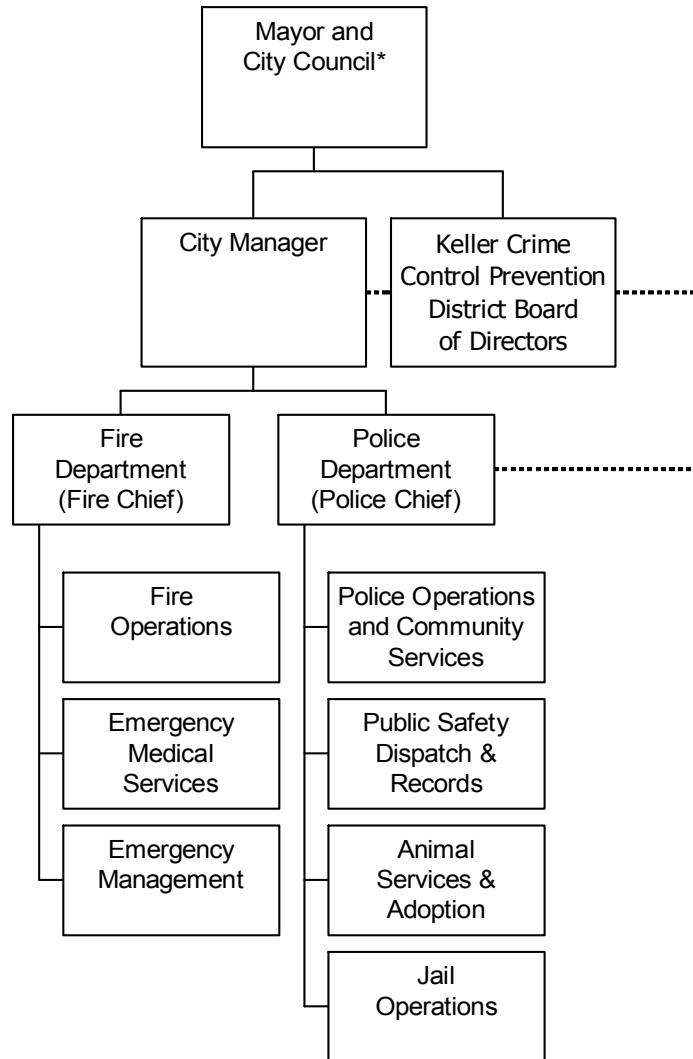
PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Building Services Mgr./ Chief					
Bldg. Official	1.00	1.00	1.00	1.00	-
Plans Examiner	1.00	1.00	1.00	1.00	
Code Compliance Coordinator	1.00	1.00	1.00	1.00	
Code Compliance Officer	0.75	1.00	1.00	1.00	
Administrative Secretary	1.00	1.00	1.00	1.00	-
Permit Technician	2.00	2.00	2.00	2.00	-
Code Compliance Technician	0.48	0.48	0.48	0.48	-
TOTAL	7.23	7.48	7.48	7.48	-

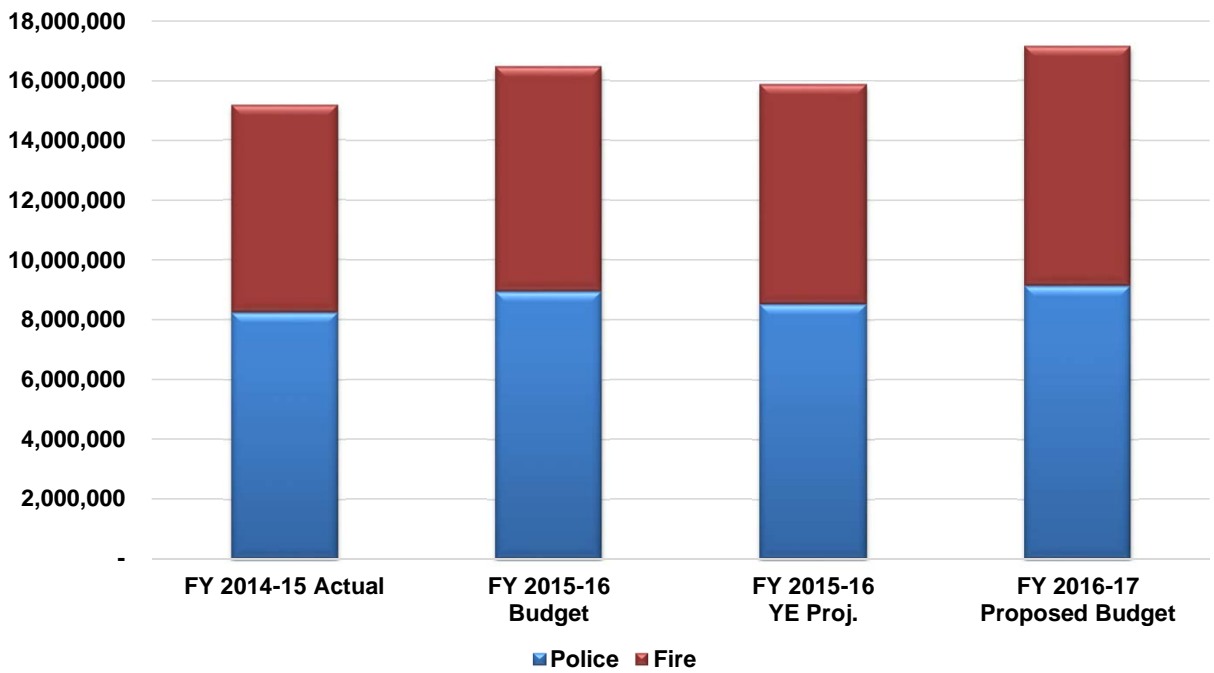
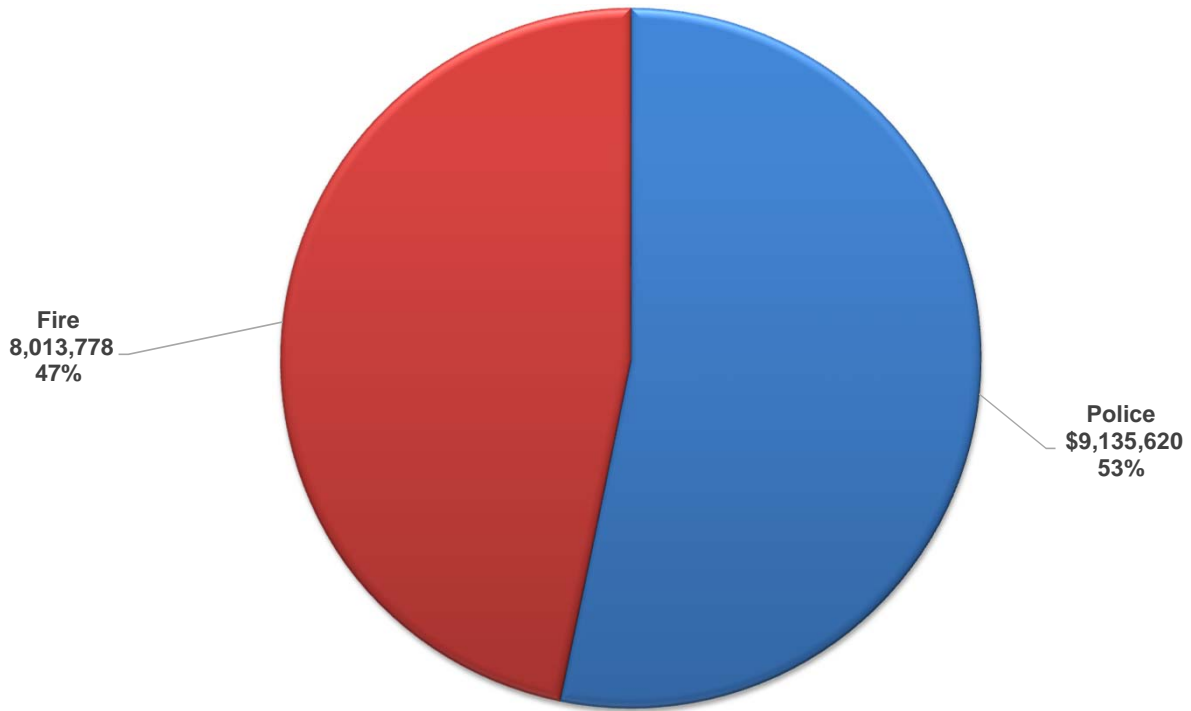
CITY OF KELLER, TEXAS ORGANIZATION CHART

PUBLIC SAFETY



* - Denotes elected positions.

PUBLIC SAFETY



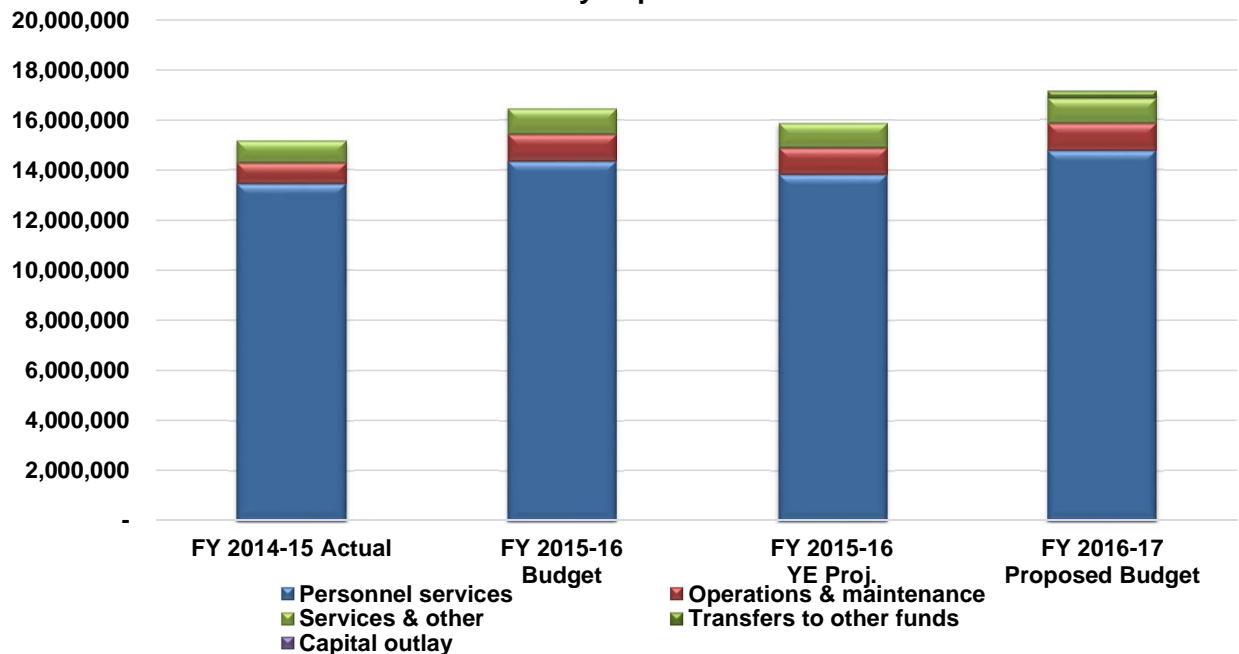
PUBLIC SAFETY

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DEPARTMENT:</u>					
Police	\$ 8,232,251	\$ 8,939,397	\$ 8,528,996	\$ 9,135,620	\$ 196,223
Fire	6,932,296	7,517,116	7,350,280	8,013,778	496,662
TOTAL	\$ 15,164,547	\$ 16,456,513	\$ 15,879,276	\$ 17,149,397	\$ 692,884

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 13,448,367	\$ 14,364,141	\$ 13,838,221	\$ 14,767,015	\$ 402,874
Operations & maintenance	831,721	1,076,592	1,059,162	1,087,080	10,488
Services & other	884,459	1,015,780	981,893	995,302	(20,478)
Transfers to other funds	-	-	-	300,000	300,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 15,164,547	\$ 16,456,513	\$ 15,879,276	\$ 17,149,397	\$ 692,884

Public Safety Expenditures



PERSONNEL SUMMARY

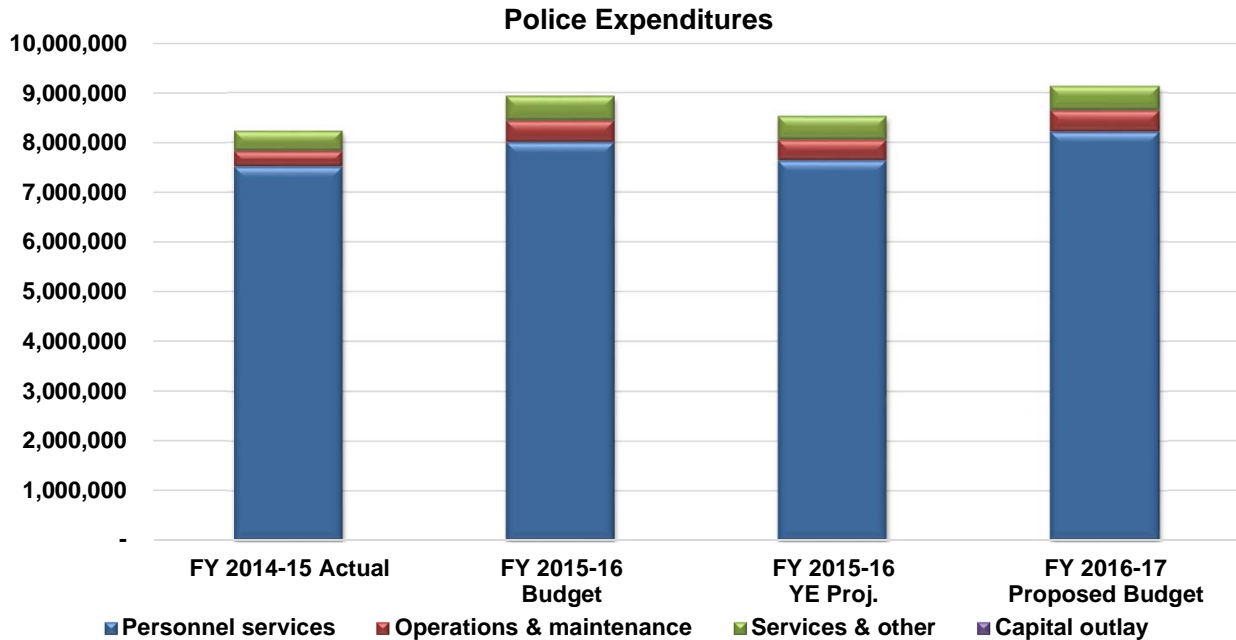
(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY DEPARTMENT:</u>					
Police	86.48	86.48	86.48	87.48	1.00
Fire	57.00	57.00	57.00	57.00	-
TOTAL	143.48	143.48	143.48	144.48	1.00

POLICE DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 582,631	\$ 649,850	\$ 651,795	\$ 675,528	\$ 25,678
Police Operations	4,887,653	5,277,740	5,001,493	5,336,262	58,522
Public Safety Dispatch & Records	1,876,138	2,001,300	1,937,323	2,131,190	129,890
Animal Services & Adoption	312,854	336,332	331,069	337,505	1,173
Jail Operations	572,975	674,175	607,316	655,135	(19,040)
TOTAL	\$ 8,232,251	\$ 8,939,397	\$ 8,528,996	\$ 9,135,620	\$ 196,223
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 7,517,423	\$ 8,011,005	\$ 7,643,031	\$ 8,216,873	\$ 205,868
Operations & maintenance	309,422	429,772	413,542	427,735	(2,037)
Services & other	405,406	498,620	472,423	491,012	(7,608)
Capital outlay	-	-	-	-	-
TOTAL	\$ 8,232,251	\$ 8,939,397	\$ 8,528,996	\$ 9,135,620	\$ 196,223



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	3.90	3.90	3.90	3.90	-
Police Operations	48.00	48.00	48.00	48.00	-
Public Safety Dispatch & Records	23.00	23.00	23.00	24.00	1
Animal Services & Adoption	3.48	3.48	3.48	3.48	-
Jail Operations	8.10	8.10	8.10	8.10	-
TOTAL	86.48	86.48	86.48	87.48	1

POLICE DEPARTMENT

ADMINISTRATION DIVISION (100-300-01)

DEPARTMENT DESCRIPTION:

The Administration Division is responsible for the overall leadership, management, and supervision of all the activities of the police department under the direction of the Chief of Police. The Division is also responsible for the successful attainment of goals and objectives throughout the department including, but not limited to, traffic safety and regulation, uniformed patrol, community services and education, crime control, regional animal control, regional public safety dispatch and jail, and facility and equipment maintenance.

DEPARTMENT/DIVISION GOALS:

1. Continue to meet the service needs of a growing community with value driven, customer-focused, and transparent style of policing designed to improve the quality of life in Keller.
2. Continue creative funding mechanisms with the regional approach to lessen the tax burden on our residents.
3. Provide quality leadership that fosters excellence, integrity, and continuous improvement designed to retain and reward valued team members.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to strive to be in the top three cities reporting the lowest Part 1 Crime Index compared to the 15 benchmark cities in the Dallas/Fort Worth Metroplex.
2. Continue our focus on proactive crime prevention measures through our full-time community service officer, Keller Connect, and social media.
3. Work with the Keller Crime Control and Prevention District to efficiently and effectively manage the sales tax funds to provide technology, vehicles, equipment, payback the debt for the jail/animal adoption center capital project, and FFE replacement account.
4. Manage, monitor, and continuously seek to enhance services provided through our long-term agreement to provide regional communications, jail services and animal services to the cities of Southlake and Colleyville, and police services to the Town of Westlake.
5. Be open and explore other possible partners for the regional jail and animal adoption center.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total Part I Major Crimes	351	413	370	380
Total arrests	1,094	1,334	1,150	1,200
Total Reported Traffic Collisions	251	312	250	260
Citizen-initiated calls for service	25,783	27,197	24,800	24,800
Officer-initiated calls for service	64,564	66,629	65,200	66,000
E-Safe emails/Tweets/Facebook Posts	33,536	35,516	35,000	36,000

** Excludes the Town of Westlake

POLICE DEPARTMENT ADMINISTRATION DIVISION (100-300-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 438,855	\$ 454,330	\$ 461,095	\$ 482,212	\$ 27,882
Operations & maintenance	26,598	56,525	55,510	55,810	(715)
Services & other	117,178	138,995	135,190	137,506	(1,489)
Capital outlay	-	-	-	-	-
TOTAL	\$ 582,631	\$ 649,850	\$ 651,795	\$ 675,528	\$ 25,678

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Police Chief	1.00	1.00	1.00	1.00	-
Police Captain	0.90	0.90	0.90	0.90	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
Building Maintenance Tech I	1.00	1.00	1.00	1.00	-
TOTAL	3.90	3.90	3.90	3.90	-

POLICE DEPARTMENT

POLICE OPERATIONS DIVISION (100-300-20)

DEPARTMENT DESCRIPTION:

The Operations Division is responsible for continuously improving the quality of life for the communities of Keller and the Town of Westlake through a police services contract. The duties of the Operations Division are sector patrol and management, investigation and apprehension of criminals, case preparation, report processing, intervention and prevention of crime, traffic enforcement, motor vehicle collision investigation, bike patrol, mounted patrol, police canine, tactical operations and general community services and assistance. Operations management is responsible for the proper balance between accountability of the operations personnel and coordinating the department resources to effectively and efficiently accomplish our Mission and Values. This is how the department motivates its team members to enthusiastically and consistently drive our mission to make the City of Keller and the Town of Westlake a better place to live, visit, and conduct business.

DEPARTMENT/DIVISION GOALS:

1. The Patrol Division will utilize data obtained through the quarterly traffic and prevention analysis to reduce Part I Crime.
2. The Keller Police School Campus Patrol Program will continue to partnership with the Keller Independent School District, local privates schools and the Town of Westlake to provide a heightened level of security and safety for 13 school campuses with the City of Keller and Town of Westlake jurisdictions.
3. The Canine Unit will be available for narcotics investigations and detection. In 2015 a replacement canine, "Rosko", was obtained for canine services. For the 2016-2017 fiscal year we will continue to meet the below goals for the guidance and development of the canine program.
4. Continue "KPD4KYD" - (Keller Police Department for Keller Youth Development). This program consists of (1) two hour class, once monthly, held in the community room for ages 12-20. The objective is to install leadership principles, and re-enforce sound decision making processes, while building relationships.
5. Maintain Bicycle Officer patrols in the parks and trails systems.
6. Continue the use of the mounted patrol unit.
7. Maintain officer-training levels through in-house training sources.
8. Reduce traffic crashes rate by 5% through enforcement and education efforts.
9. Maintain traffic enforcement/special watch patrols and high visibility in neighborhoods and other locations of frequent traffic complaints.
10. Continue to run four (4) shifts consisting of a Sergeant, Corporal and five) sector officers to facilitate police services for both City of Keller and the Town of Westlake. When staffing allows, each night shift will have an additional 3:00PM-3:00AM officer. When staffing allows, the 3:00PM-3:00AM officers will utilize the data obtained through the quarterly reports to aide in concentrating police resources in geographical locations requiring additional visible patrols to lessen Part I crimes and reportable accidents in areas with higher reported incidents.
11. Continue efforts to curb underage alcohol and tobacco use.
12. Continue to utilize Citizens Academy Volunteers on patrol for support services (warrants, property destruction, selected patrol activities and victim's assistance).
13. Continue the Take Me Home Program.
14. Through our Community Services, initiate the Community Camera Program. Citizens will volunteer to register their private security cameras, allowing police to gather footage in areas where offenses have occurred.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to run four (4) shifts consisting of a Sergeant, Corporal and five) sector officers to facilitate police services for both City of Keller and the Town of Westlake. When staffing allows, each night shift will have an additional 3:00PM-3:00AM officer. When staffing allows, the 3:00PM-3:00AM officers will utilize the data obtained through the quarterly reports to aide in concentrating police resources in geographical locations requiring additional visible patrols to lessen Part I crimes and reportable accidents in areas with higher reported incidents.
2. During the fiscal year the Patrol Divisions goal is to conduct 700 school campus patrols. These patrols will provide a heightened level of security and safety for the staff and students of these campuses, thus enhancing their educational experience.

POLICE DEPARTMENT

POLICE OPERATIONS DIVISION (100-300-20)

DEPARTMENT/DIVISION OBJECTIVES: (CONTINUED)

3. Continue canine demonstrations as approved by the Keller Police Department staff for the public. These demonstrations work to build relationships in the community between the Keller Police Department and the citizens of Keller and the Town of Westlake. Ensure optimal scheduling of the Canine Unit for availability of interdiction patrols and regular patrol activities. Continue the canine deployment program on quarterly intervals basis upon request. The plan includes canine searches for drugs at Deloitte University as well as other approved corporate campuses that request this service from the Keller Police Department.
4. Make the KPD4KYD available to the Municipal Judge or regional municipal court to assign as an alternative or in addition to community service for court dispositions. Offer the class free of charge to the parents experiencing difficulties with wayward teenagers during the officers' routine community interactions. Continue to monitor the number of young adults utilizing this alternative service through the regional municipal court.
5. Deploy an officer to bike patrol when weather permits and minimum staffing has been satisfied. Continue to conduct International Police Mountain Bike Association (IPMBA) training with an in-house instructor. Continue to deploy bike patrol officers during community events and parades. Continue to deploy bike unit at the High School Football Stadium upon KISD request.
6. Deploy mounted patrol unit as deemed appropriate/as needed at large events in the parks and schools. Continue to train annually through Alpha Omega Security Services.
7. Maintain average of 30 hours of in-house training per officer.
8. The Patrol and Traffic Divisions will utilize the directed patrol based on our crime and crash analysis in an effort to reduce traffic accidents in locations with high incidents of crime and accident occurrences. Utilize the department newly acquired JAMAR Technologies Radar Traffic Data Collection unit, traffic tubes and speed sentry signs to provide enhanced traffic and speed data that will assist in determining future traffic enforcement efforts.
9. Continue to respond to traffic complaints and schedule traffic enforcement details at high incident locations. Conduct follow-up contacts with complainants to review results of our enforcement efforts. The Keller Police department Traffic Division started utilizing social media outlets to inform the motoring public of traffic enforcement locations throughout the City of Keller and the Town of Westlake. This initiative is an effort to further reduce accidents by informing the public that we are actively working traffic enforcement in both jurisdictions.
10. continue to gather intelligence, disseminate the information to patrol as needed. Increase the enforcement and execution of warrants involving narcotic activity through the use of Criminal Investigators and Patrol Officers. Coordinate & Communicate intelligence to outside sources such as Tarrant County Task Force & The Drug Enforcement Agency.
11. Conduction one alcohol and or tobacco sting, in the City of Keller and the Town of Westlake. The stings will consist of 50% of selling locations & alternating each year to cover the remaining 50%.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Budget	YE Proj.	Proposed Budget
Total arrest made	1,097	1,334	1,117	1,120
Total citations issued	14,313	11,271	14,599	14,619
Total cases investigated	1,394	1,509	1,401	1,410
Alarm Responses	2,141	1,877	2,200	2,300
Volunteers in Policing total hours	2,800	2,450	3,000	3,010
Crime Prevention Presentations	180	196	186	196
PERFORMANCE INDICATORS				
Case Clearance Rate	64%	70%	66%	66%
Part 1 Crime clearance rate	44%	38%	45%	45%

POLICE DEPARTMENT POLICE OPERATIONS DIVISION (100-300-20)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 4,571,187	\$ 4,871,580	\$ 4,602,881	\$ 4,933,925	\$ 62,345
Operations & maintenance	226,956	290,865	280,000	286,100	(4,765)
Services & other	89,510	115,295	118,612	116,237	942
Capital outlay	-	-	-	-	-
TOTAL	\$ 4,887,653	\$ 5,277,740	\$ 5,001,493	\$ 5,336,262	\$ 58,522

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Corporal	4.00	4.00	4.00	4.00	-
Criminal Investigator	5.00	5.00	5.00	5.00	-
Police Captain	2.00	2.00	2.00	2.00	-
Police Officer	31.00	31.00	31.00	31.00	-
Police Sergeant	6.00	6.00	6.00	6.00	-
TOTAL	48.00	48.00	48.00	48.00	-

POLICE DEPARTMENT

PUBLIC SAFETY DISPATCH & RECORDS DIVISION (100-300-21)

DEPARTMENT DESCRIPTION:

The Northeast Tarrant Communications Center (NETCOM) serves the cities of Keller, Southlake, Colleyville, and Westlake. It is one of the few truly consolidated regional 911 Public Safety dispatch centers in the state and has been a model for others in this area. NETCOM is civilian staffed and dispatches emergency calls for Police, Fire, and EMS 24 hours/day and 365 days/year. This Division serves more than 95,000 residents in the 4 cities covering more than 60 square miles. This Division is staffed by 23 full time civilian employees, including 19 dispatchers, 2 Records Technicians, and 2 Managers. The 2 Records Technicians are the primary point of contact for customer service at the front lobby window and by administrative phone. The Records Technicians receive, process, index, and file all police reports for retrieval and archive on an as-needed basis. They must provide accurate statistical data for administrative use, access public records, provide copies of audio/video/reports for public and court processes, manager Solicitor permits, assist with alarm permits, fingerprinting services, and work closely with city personnel and citizens to provide resource efficiency and accuracy.

DEPARTMENT/DIVISION GOALS:

1. Contribute to the prompt response of Police units by collecting necessary information from callers and dispatching emergency calls for Police service within 2 minutes on average.
2. Contribute to the prompt response of Fire/EMS units by collecting necessary information from callers and dispatching emergency calls under 1 minute on average.
3. Answer incoming 911 calls within 10 seconds.
4. Increase training for dispatchers in active shooter, emergency medical dispatch, geography, and incorporate personnel in live exercises to improve accurate and efficient performance measures.
5. Finalize Dispatch SOPs and Training manual and then begin CALEA Accreditation process.
6. Receive, process, index, and file all police records for retrieval and archive records within the retention guidelines.
7. Respond to all open records request and court request under terms of the Texas Public Information Act and legal standards.
8. Implement a new records technician and CID assistant position that will serve to reduce customer service and audio/video request workload on existing technicians to improve performance and serve as a liaison with CID to improve case filing accuracy.
9. Increase training of VIPS volunteers to serve in records and dispatch in various support capacities to improve performance and efficiency of full time employees.

DEPARTMENT/DIVISION OBJECTIVES:

1. Monitor the dispatch process for Police to ensure dispatch time for emergency calls is less than 2 minutes.
2. Monitor the dispatch process for Fire/EMS to ensure dispatch time for emergency calls is less than 1 minute.
3. Answer all incoming 911 calls within 10 seconds to enhance efficiency and provide excellent service.
4. Provide additional training for Dispatch personnel to familiarize them with geography and Police/EMS response to major incidents.
5. Register for CALEA Accreditation and begin process for NETCOM accreditation within 2 years.
6. Train dispatch staff on the requirements for accreditation to prepare files for the Accreditation Manager.
7. Provide additional training for Records personnel to stay abreast of changing laws and required procedures.
8. Adjust personnel, volunteers, duties, and tasks in Records to improve performance and efficiency.

POLICE DEPARTMENT

PUBLIC SAFETY DISPATCH & RECORDS DIVISION (100-300-21)

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Police Activities process by NETCOM:					
Dispatched Calls and Self Initiated:					
Keller	90,492	88,000	88,000	90,700	
Southlake	117,048	115,750	115,750	117,200	
Westlake	19,889	18,500	18,500	20,000	
Colleyville	71,421	72,250	72,250	72,000	
Total	298,850	294,500	294,500	299,900	
Number of Fire/EMS calls for service:					
Keller	3,463	3,330	3,330	3,500	
Southlake	3,024	2,840	2,840	3,200	
Westlake	476	498	498	500	
Colleyville	1,745	1,600	1,600	1,700	
Total	8,708	8,268	8,268	8,900	
Number of 9-1-1 calls received:					
Keller	19,097	17,500	17,500	19,500	
Southlake	17,505	15,750	15,750	18,300	
Westlake	8,182	7,264	7,264	8,500	
Colleyville	464	425	425	475	
Total	45,248	40,939	40,939	46,775	
Number of in-coming phone calls	140,269	151,000	151,000	145,000	
Open record request processed (Keller Records)	2,818	24	2,415	2,900	
Efficiency/Effectiveness:					
Average time from call receipt to dispatch					
Police emergency calls (minutes)	1:24	1:35	1:35	1:25	
Fire/EMS emergency calls (minutes)	:53	:45	:45	:55	
Percent of 911 phone calls answered within 10 seconds					
	97.89%	95.00%	95.00%	98.00%	

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,778,855	\$ 1,873,915	\$ 1,820,398	\$ 2,013,243	139,328
Operations & maintenance	10,807	25,685	25,735	25,700	15
Services & other	86,476	101,700	91,190	92,247	(9,453)
TOTAL	\$ 1,876,138	\$ 2,001,300	\$ 1,937,323	\$ 2,131,190	129,890

POLICE DEPARTMENT

PUBLIC SAFETY DISPATCH & RECORDS DIVISION (100-300-21)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Regional Communication Manager	1.00	1.00	1.00	1.00	-
Records Technician	1.00	1.00	1.00	1.00	-
Records Technician/Criminal Inv. Asst.	-	-	-	1.00	1
Senior Records Technician	1.00	1.00	1.00	1.00	-
Regional Comm. Asst. Mgr.	1.00	1.00	1.00	1.00	-
Dispatcher	17.00	17.00	17.00	17.00	-
Dispatch Shift Supervisor	2.00	2.00	2.00	2.00	-
TOTAL	23.00	23.00	23.00	24.00	1

POLICE DEPARTMENT

ADMINISTRATION DIVISION (100-300-01)

DEPARTMENT DESCRIPTION:

The Administration Division is responsible for the overall leadership, management, and supervision of all the activities of the police department under the direction of the Chief of Police. The Division is also responsible for the successful attainment of goals and objectives throughout the department including, but not limited to, traffic safety and regulation, uniformed patrol, community services and education, crime control, regional animal control, regional public safety dispatch and jail, and facility and equipment maintenance.

DEPARTMENT/DIVISION GOALS:

1. Continue to meet the service needs of a growing community with value driven, customer-focused, and transparent style of policing designed to improve the quality of life in Keller.
2. Continue creative funding mechanisms with the regional approach to lessen the tax burden on our residents.
3. Provide quality leadership that fosters excellence, integrity, and continuous improvement designed to retain and reward valued team members.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to strive to be in the top three cities reporting the lowest Part 1 Crime Index compared to the 15 benchmark cities in the Dallas/Fort Worth Metroplex.
2. Continue our focus on proactive crime prevention measures through our full-time community service officer, Keller Connect, and social media.
3. Work with the Keller Crime Control and Prevention District to efficiently and effectively manage the sales tax funds to provide technology, vehicles, equipment, payback the debt for the jail/animal adoption center capital project, and FFE replacement account.
4. Manage, monitor, and continuously seek to enhance services provided through our long-term agreement to provide regional communications, jail services and animal services to the cities of Southlake and Colleyville, and police services to the Town of Westlake.
5. Be open and explore other possible partners for the regional jail and animal adoption center.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total Part I Major Crimes	351	413	370	380
Total arrests	1,094	1,334	1,150	1,200
Total Reported Traffic Collisions	251	312	250	260
Citizen-initiated calls for service	25,783	27,197	24,800	24,800
Officer-initiated calls for service	64,564	66,629	65,200	66,000
E-Safe emails/Tweets/Facebook Posts	33,536	35,516	35,000	36,000

** Excludes the Town of Westlake

POLICE DEPARTMENT ANIMAL SERVICES & ADOPTION DIVISION (100-300-23)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 249,485	\$ 254,275	\$ 254,631	\$ 253,392	\$ (883)
Operations & maintenance	18,820	26,112	23,512	26,025	(87)
Services & other	44,550	55,945	52,926	58,088	2,143
Capital outlay	-	-	-	-	-
TOTAL	\$ 312,854	\$ 336,332	\$ 331,069	\$ 337,505	\$ 1,173

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 YE Proj.	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Animal Control Officer	3.00	3.00	3.00	3.00	-
Kennel Tech	0.48	0.48	0.48	0.48	-
TOTAL	3.48	3.48	3.48	3.48	-

POLICE DEPARTMENT

JAIL OPERATIONS DIVISION (100-300-25)

DEPARTMENT DESCRIPTION:

The primary responsibility of the Jail Operations Department is to provide a safe, secure and humane environment for detainees arrested in the cities of Keller, Southlake, Colleyville, Westlake and Roanoke. The detainees are temporarily held in the facility for up to 72 hours awaiting transfer to County Jail. They are monitored closely and are taken through an intake and screening process.

DEPARTMENT/DIVISION GOALS:

1. Continue to operate a safe, efficient and humane temporary holding facility.
2. Continue to improve book-in and court paperwork.
3. Continue to comply with state and federal standards.
4. Conduct weekly inspection of the jail facility for safety and cleanliness by utilizing a daily task list and weekly cell checks.
5. Provide a positive atmosphere with other employees by following our four core values: Empathy, Edification, Enthusiasm, and Excellence.
6. Continue quarterly training of Detention Officers in defensive tactics, Crimes and Live Scan paperwork updates, Laserfiche, customer service techniques, and begin sending Detention Officers to Texas Commission on Law Enforcement (TCOLE) Jailer Training.
7. Implement Video Arraignment to facilitate the magistration process and expedite release.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continues training on paperwork, procedures, and improved efficiency.
2. Refining paperwork approval processes through Laserfiche workflow.
3. Utilize current and future technology to advance procedures pertaining to the arraignment process.
4. Professional growth of all detention officer staff.
5. Work with Information Services and the Keller/Colleyville and Southlake Magistrates in the full implementation of video arraignment.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Keller Prisoners Detained	960	1,115	950	975
Southlake Prisoners Detained	1,121	980	950	975
Westlake Prisoners Detained	210	210	210	220
Colleyville Prisoners Detained	702	750	675	700
Roanoke Prisoners Detained	341	265	300	320

**POLICE DEPARTMENT
JAIL OPERATIONS DIVISION (100-300-25)**

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 479,040	\$ 556,905	\$ 504,026	\$ 534,101	(22,804)
Operations & maintenance	26,241	30,585	28,785	34,100	3,515
Services & other	67,693	86,685	74,505	86,934	249
Capital outlay	-	-	-	-	-
TOTAL	\$ 572,975	\$ 674,175	\$ 607,316	\$ 655,135	(19,040)

PERSONNEL SUMMARY

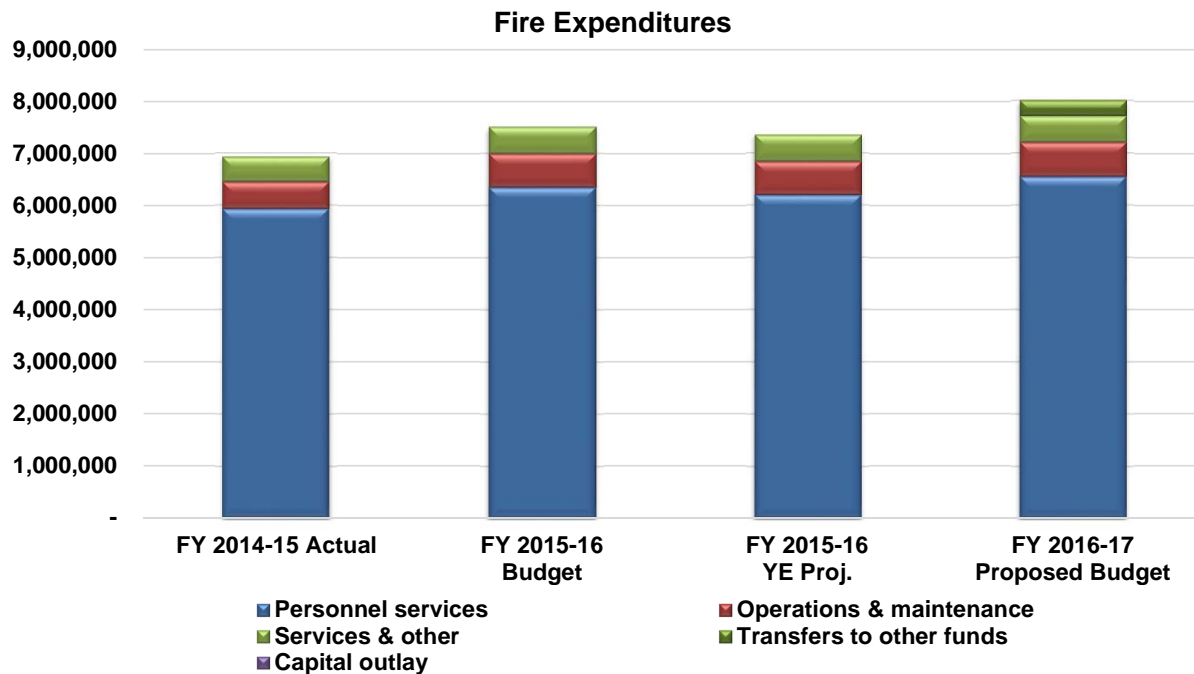
(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Police Captain	0.10	0.10	0.10	0.10	-
Detention Officer	8.00	8.00	8.00	7.00	(1)
Regional Holding Facility Supervisor	-	-	-	1.00	1
TOTAL	8.10	8.10	8.10	8.10	-

FIRE DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 782,840	\$ 836,725	\$ 845,267	\$ 885,315	\$ 48,590
Fire Operations	5,767,710	6,252,706	6,077,423	6,716,738	464,032
Emergency Medical Services	306,667	391,015	390,915	374,525	(16,490)
Emergency Management	75,079	36,670	36,675	37,200	530
TOTAL	\$ 6,932,296	\$ 7,517,116	\$ 7,350,280	\$ 8,013,778	\$ 496,662
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 5,930,944	\$ 6,353,136	\$ 6,195,190	\$ 6,550,142	\$ 197,006
Operations & maintenance	522,299	646,820	645,620	659,345	12,525
Services & other	479,053	517,160	509,470	504,291	(12,869)
Transfers to other funds	-	-	-	300,000	300,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 6,932,296	\$ 7,517,116	\$ 7,350,280	\$ 8,013,778	\$ 496,662



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY DIVISION</u>					
Administration	6.00	6.00	6.00	6.00	-
Fire Operations	51.00	51.00	51.00	51.00	-
Emergency Medical Services	-	-	-	-	-
Emergency Management	-	-	-	-	-
TOTAL	57.00	57.00	57.00	57.00	-

FIRE DEPARTMENT

ADMINISTRATION DIVISION (100-350-01)

DEPARTMENT DESCRIPTION:

The Keller Fire Department's Administration Division consists of six employees including: Fire Chief, Administration Battalion Chief, Training Officer, Fire Marshal, Fire Inspector and Administrative Secretary. The Fire Chief provides direct supervision of the department's four Battalion Chiefs, three within the Operations Division and one assigned to the Administration Division, as well as the Fire Marshal. In addition to providing direct oversight and leadership for the department, the Fire Chief also serves as the community's Emergency Management Coordinator. The Administrative Battalion Chief provides direct supervision for civilian administrative staff positions within the division, manages the department's Emergency Medical Services and training activities, and coordinates with the department's Medical Director, a contracted physician ensuring quality control over our paramedics as well as patient care protocols. The Training Officer serves as the fire training coordinator for the department as well as the department's accreditation manager. The Administrative Secretary is a civilian position within the department whose role is to serve as the primary focal point for citizen questions, employee issues, and coordination of the financial transactions necessary to maintain the fire protection system legally and ethically under City, State, and Federal directives. The Fire Marshal directs the efforts of the Fire Prevention Division and provides supervision to the department's Fire Inspector. The Fire Marshal and Fire Inspector work closely with the city's Development Review Committee to ensure compliance with all fire code issues. The fire prevention staff is vital within a system that keeps developers, builders and business owners apprised of code requirements during construction to ensure life safety systems and code-mandated requirements are met.

DEPARTMENT/DIVISION GOALS:

1. Participate in the Texas Fire Chiefs Association Best Practices Program and maintain agency recognition by continuously reviewing and comparing current department operations with the twelve performance areas identified within the program.
2. Expand current fire safety and injury prevention programs, as identified by comments within the 2016 citizen survey, through the development of a community outreach program and interaction with stakeholders within the community, civic groups, and the school district.
3. Review, revise, and implement Employee Development and Succession Planning programs within the department to provide a career progression template for current and future members to follow for career advancement and to establish continuity within the department.
4. Review and revise response benchmarks established by the department through the Best Practices Program that are utilized as performance measurement indicators for the department.
5. Continue to annually review and revise departmental policies and procedures to ensure they are current and meet the dynamic nature of the fire service.
6. Begin the preparation process to seek national accreditation for the department through the Center for Public Safety Excellence Accreditation Program administered by the Commission on Fire Accreditation International.

DEPARTMENT/DIVISION OBJECTIVES:

1. Provide consistent and excellent customer service to the citizens of Keller, members of the department, and the employees of the City of Keller.
2. Ensure the proper efficient, ethical and effective utilization of City of Keller resources for life safety and quality of life for the community's citizens, visitors and business owners.
3. Continuously review, update, and communicate the mission of the department to ensure adherence to the department's core values of Pride, Community, Services, Preparation, Prevention and Education.
4. Continuously review, and update as necessary, the department's plan for quality improvement through the use of performance measures.
5. Aggressively seek, apply for, and administer grant funding from outside funding sources.
6. Encourage private and public partnerships to ensure quality training opportunities, fire safety programs, and improved quality of life within the City of Keller.
7. Maintain positive liaisons with neighboring communities and fire services organizations locally, regionally, and nationally to keep abreast of developments affecting the City of Keller and its emergency services.
8. Ensure that our staff, both administratively and operationally, receives the high quality training to maintain a state of readiness to meet the needs of our community and our commitment to our regional emergency services obligation as well as to maintain our current Insurance Services Organization (ISO) 2 Rating and Best Practices Recognition status.
9. Continuously analyze the current and future needs of the department.

FIRE DEPARTMENT ADMINISTRATION DIVISION (100-350-01)

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total calls for service	3,396	3556	3,536	3,642
- Fire Incidents	905	New Measure	907	875
- Public Service	296	New Measure	318	341
- EMS Incidents	2,195	New Measure	2,311	2,426
Commercial fire inspections conducted	1,575	2200	1,171	1,200
Commercial construction plans/plats reviewed	379	400	432	400
Public fire education programs provided	107	150	117	130
Fire investigations conducted	11	15	20	12

PERFORMANCE INDICATORS	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Response Data (Emergency Only)				
Average total emergency response time	5:10	5:20	5:20	5:20
Fractile total emergency response time (90% of the time)	8:27	New Measure	8:14	8:00
Fire (Goal of 8:30 90% of the time)	8:52	New Measure	8:51	8:30
EMS (Goal of 7:30 90% of the time)	8:18	New Measure	7:59	7:30
Fire commission certifications obtained	11	12	20	15

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 690,512	\$ 724,325	\$ 735,632	\$ 769,302	\$ 44,977
Operations & maintenance	15,640	23,910	22,910	22,260	(1,650)
Services & other	76,688	88,490	86,725	93,753	5,263
Wholesale water purchases	-	-	-	-	-
Wastewater Services-TRA	-	-	-	-	-
Debt service	-	-	-	-	-
Transfers to other funds	-	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 782,840	\$ 836,725	\$ 845,267	\$ 885,315	\$ 48,590

FIRE DEPARTMENT ADMINISTRATION DIVISION (100-350-01)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Fire Chief	1.00	1.00	1.00	1.00	-
Fire Marshal	1.00	1.00	1.00	1.00	-
Battalion Chief - Administration	1.00	1.00	1.00	1.00	-
Training Officer	1.00	1.00	1.00	1.00	-
Fire Inspector	1.00	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
TOTAL	6.00	6.00	6.00	6.00	-

FIRE DEPARTMENT

FIRE OPERATIONS DIVISION (100-350-40)

DEPARTMENT DESCRIPTION:

The Fire Operations Division provides emergency services to the public in areas of fire and emergency medical services, including rescue services, and supports fire administration, fire prevention, arson investigation, and emergency management activities. The firefighter/paramedics are housed in three fire stations and work a three-platoon rotating 24-hour shift. The Fire Operations Division staffs and operates three fire apparatus and two ambulances as frontline units. Each shift is led by a Battalion Chief who oversees the daily staffing, operation, and response activities of their respective shift. The Fire Operations Division provides specialty services such as hazardous materials, technical rescue, and explosive response by participating as a member of the Northeast Fire Department Association (NEFDA) regional response teams. Fire Operations works closely with surrounding departments through automatic and mutual aid agreements developed by the Fire Administration Division to provide the shortest response times possible to emergency calls for service within the community. Fire Operations is dispatched by the Northeast Tarrant County Communications Center (NETCOM), a regional communication center in which Keller is a joint member with three other area cities.

DEPARTMENT/DIVISION GOALS:

1. Participate in the department's accreditation process through the Texas Fire Chiefs Best Practices Recognition program and the Commission on Fire Accreditation International.
2. Conduct competency-based training and continuing education to maintain staff proficiency in specific skill sets, including: Firefighter, Paramedic, Company Officer, Driver/Operator, Fire Inspection, Technical Rescue, and Hazardous Materials.
3. Assist the department in maintaining compliance through activities and response times required to maintain the current Class 2 rating with the Insurance Service Organization (ISO) Public Protection Classification Program.

DEPARTMENT/DIVISION OBJECTIVES:

1. Maintain turnout time and emergency response travel times in accordance with performance measurement indicators established by the department.
2. Conduct annual fire hydrant inspection and testing of all hydrants within the city.
3. Maintain preplans on all commercial properties and update on an annual basis.
4. Conduct company-based fire inspections as assigned by the Fire Prevention Division.
5. Conduct annual testing of all fire hose currently in use by the department.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Fire and non-EMS calls	905	800	907	875
Public Service calls	296	350	318	341
Fire Training Classes	3,793	4,400	4,000	4,000
Fire Training Hours	19,193	20,000	20,500	21,000
Fire Hydrant Testing/Inspection (changed to annual from bi-annual)	4,540	4,190	2,100	2,100
Commercial Preplans (changed to annual from bi-annual)	1,780	2,300	1,000	1,000
Company-based fire inspections	n/a	New Measure	360	360
Fire Hose Sections Tested	326	351	351	351

FIRE DEPARTMENT FIRE OPERATIONS DIVISION (100-350-40)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Response Data (Emergency only)				
Turnout Time (Dispatch to enroute in seconds)				
Fire (Goal of 80 seconds 90% of the time)	92%	New Measure	94%	94%
EMS (Goal of 60 seconds 90% of the time)	90%	New Measure	92%	93%
Travel Time (Enroute to on-scene in seconds)				
Fire (Goal of 370 seconds 90% of the time)				
District 1	75%	New Measure	78%	80%
District 2	67%	New Measure	69%	70%
District 3	79%	New Measure	79%	80%
EMS (Goal of 330 seconds 90% of the time)				
District 1	90%	New Measure	92%	92%
District 2	79%	New Measure	74%	75%
District 3	86%	New Measure	87%	88%

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 5,240,432	\$ 5,628,811	\$ 5,459,558	\$ 5,780,840	\$ 152,029
Operations & maintenance	368,785	451,700	451,500	467,200	15,500
Services & other	158,494	172,195	166,365	168,698	(3,497)
Transfers to other funds	-	-	-	300,000	300,000
TOTAL	\$ 5,767,710	\$ 6,252,706	\$ 6,077,423	\$ 6,716,738	\$ 464,032

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Battalion Chief	3.00	3.00	3.00	3.00	-
Fire Captain	9.00	9.00	9.00	9.00	-
Driver/Engineer	9.00	9.00	9.00	9.00	-
Firefighter/Paramedic	24.00	24.00	24.00	24.00	-
Firefighter/Paramedic/FTP	6.00	6.00	6.00	6.00	-
TOTAL	51.00	51.00	51.00	51.00	-

FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES DIVISION (100-350-41)

DEPARTMENT DESCRIPTION:

The Emergency Medical Services (EMS) division provides services necessary to preserve life, alleviate suffering and return individuals to a functioning part of the community. This service ranges in scope from preventive safety education through the public school system, civic, church and community groups; across spectrum application of emergency medical care through pre-arrival instructions from emergency medical dispatchers; first responding police and fire units; and ultimate care by a paramedic-staffed mobile intensive care unit. This service is also fulfilled through patient and provider advocacy at local, state and national levels of regulatory agencies.

DEPARTMENT/DIVISION GOALS:

1. Effectively and efficiently fulfill the obligations of delivering services at the highest levels of competency, including emergency medical care/transportation to the citizens and visitors of Keller.
2. Improve patient survivability of cardiac events through responder actions, interventions, interaction with hospitals, and meeting or exceeding established standards by the American Heart Association Mission Lifeline program.

DEPARTMENT/DIVISION OBJECTIVES:

1. Reduce ambulance transport out of service time (dispatch to available) to an average of 75 minutes.
2. Conduct an average of six (6) patient care training scenarios utilizing the Simulation Mannequin (SIM_MAN) 3G trainer per month.
3. Conduct Continuous Quality Improvement evaluations on 90% of patient charts in the following categories: Priority 1 transports, Chest Pain, Stroke, Pediatric, Helicopter transports, and Treatment No Transports.
4. Acquire a 12-lead EKG on cardiac patients within five (5) minutes of patient contact.
5. Cardiac Cath Lab activation within five (5) minutes of STEMI recognition in the field.
6. First patient contact to cardiologist intervention times for heart attack patients at an average of 60 minutes or less.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
EMS/Rescue calls for service	2,195	2,406	2,311	2,426
EMS total patients not transported	447	530	465	485
EMS total patient transports	1,714	1,700	1,671	1,746

PERFORMANCE INDICATORS

Ambulance transport out of service time (average in minutes)	84	78	77	75
Simulation scenarios conducted	46	70	60	80
Charts reviewed for Continuous Quality Improvement	100%	92%	90%	95%
Patient contact to 12-lead EKG time (average in minutes)	3.6	4.8	4	4
STEMI recognition to cardiac cath lab activation	3.9	3	4	3
Patient contact to cardiologist intervention (average in minutes)	60.7	55	55	55

FIRE DEPARTMENT EMERGENCY MEDICAL SERVICES DIVISION (100-350-41)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	121,660	154,045	154,045	152,720	(1,325)
Services & other	185,007	236,970	236,870	221,805	(15,165)
Capital outlay	-	-	-	-	-
TOTAL	\$ 306,667	\$ 391,015	\$ 390,915	\$ 374,525	\$ (16,490)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

FIRE DEPARTMENT

EMERGENCY MANAGEMENT DIVISION (100-350-42)

DEPARTMENT DESCRIPTION:

The Emergency Management Division provides planning, preparedness, response, and recovery services to the City of Keller in addition to coordination of Keller's involvement with the Tarrant County Regional Emergency Operations Plan and Regional Hazard Mitigation Action Plan. The Emergency Operations Plan is an all-hazards approach to meet daily natural and man-made disaster threats. The dynamic nature of natural and man-made disasters requires communities to be well versed on Federal Emergency Management Agency (FEMA) requirements and programs to assist local communities. The Emergency Management Division fulfills a statutory requirement of local government that designates the Mayor as the Emergency Management Director and permits the Mayor to designate an Emergency Management Coordinator. The City of Keller Fire Chief is currently designated as the Emergency Management Coordinator. The Fire Chief, along with other city officials, works seamlessly with Tarrant County, North Central Texas Council of Governments, as well as State and Federal agencies to facilitate intergovernmental relationships. In addition to the Emergency Management function of the city, the Emergency Management Coordinator also represents the city as a member of the Tarrant County Local Emergency Planning Committee (LEPC). The LEPC supports emergency planning for chemical hazards and provides local government, as well as the public, with information about possible chemical hazards within their communities.

DEPARTMENT/DIVISION GOALS:

1. Ensure compliance with the regional Emergency Operations and Hazard Mitigation Plans.
2. Provide early severe weather notification to the community through the use of a Mass Communication System and Outdoor Warning Siren System.
3. Ensure compliance with training requirements for city staff in accordance with the National Incident Management System (NIMS).
4. Continue to work to enhance the value of the Community Emergency Response Team (CERT) to the community by greater involvement and publicity.
5. Provide training opportunities and events to maintain member interest in Keller's Community Emergency Response Team (CERT).
6. Provide support to the Environmental Service Division of Public Works with on-duty staff and CERT members to assist with the city's Household Hazardous Waste mobile collection events.

DEPARTMENT/DIVISION OBJECTIVES:

1. Update Emergency Management Policies and Procedures as necessary.
2. Conduct a minimum of one tabletop Emergency Operations Center (EOC) exercise annually.
3. Provide training opportunities for EOC staff through FEMA's Emergency Management Institute (EMI) and Tarrant County College to facilitate better involvement in the program.
4. Participate in and utilize the CASA WX Radar System through the North Central Council of Governments to help provide early severe weather warning opportunities to the community.
5. Maintain the city's Outdoor Warning System (OWS) sirens.
6. Conduct routine testing of the OWS through a collaboration of members of the Fire Operations Division, other city departments, and the school district.
7. Provide support to the city's Public Information Officer's (PIO) use of a Mass Communication system to deliver time sensitive information to the community in regard to matters of public safety.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
CERT Volunteer Hours	950	1,000	1,000	1,000
Initial CERT Training Programs	1	1	1	1
Tabletop EOC Exercises	1	2	2	2

FIRE DEPARTMENT EMERGENCY MANAGEMENT DIVISION (100-350-42)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	16,215	17,165	17,165	17,165	-
Services & other	58,864	19,505	19,510	20,035	530
Capital outlay	-	-	-	-	-
TOTAL	\$ 75,079	\$ 36,670	\$ 36,675	\$ 37,200	\$ 530

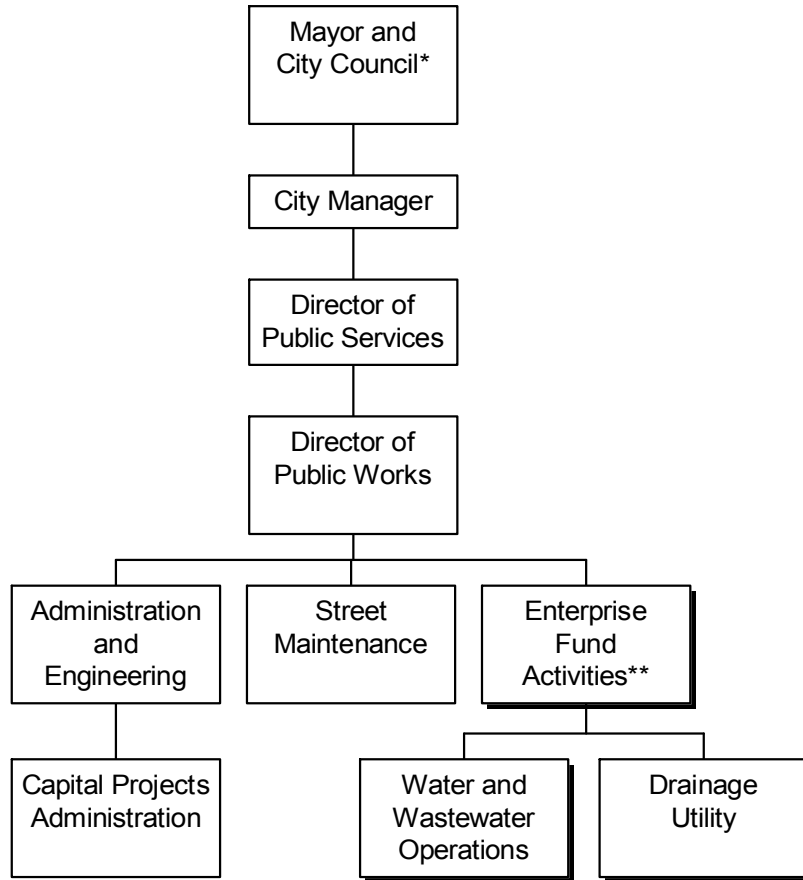
PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

CITY OF KELLER, TEXAS ORGANIZATION CHART

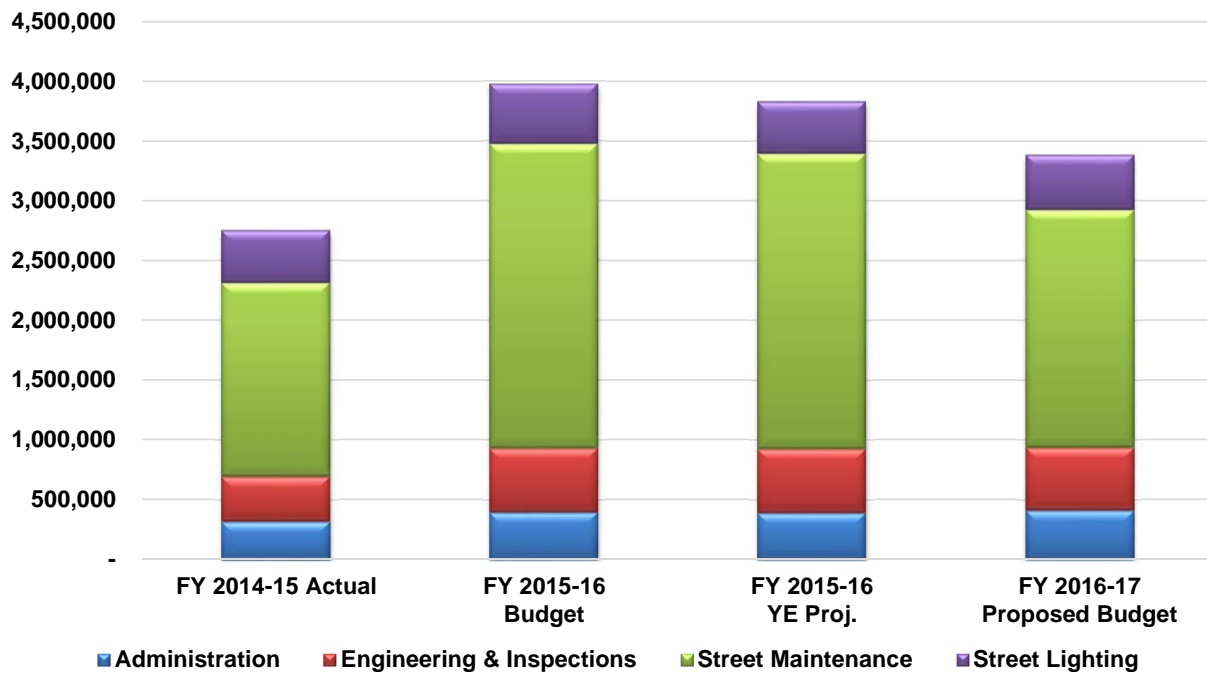
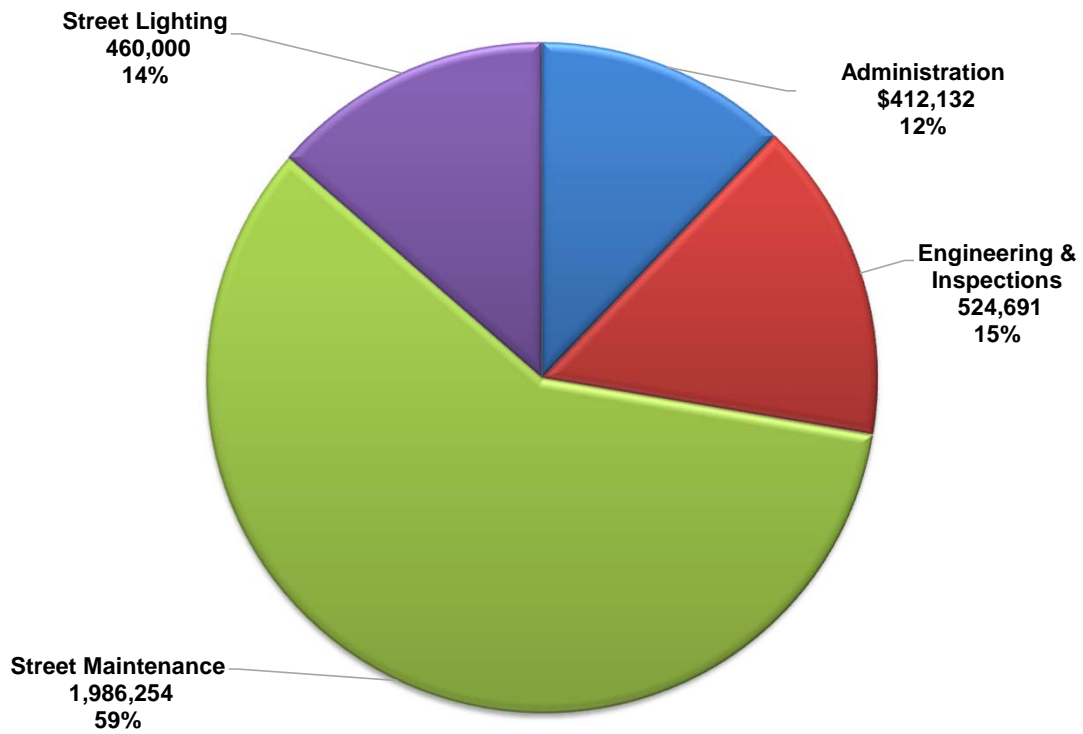
PUBLIC WORKS



* – Denotes elected positions.

** – Enterprise fund activities are presented in the Water & Wastewater and Drainage Utility Funds.

PUBLIC WORKS

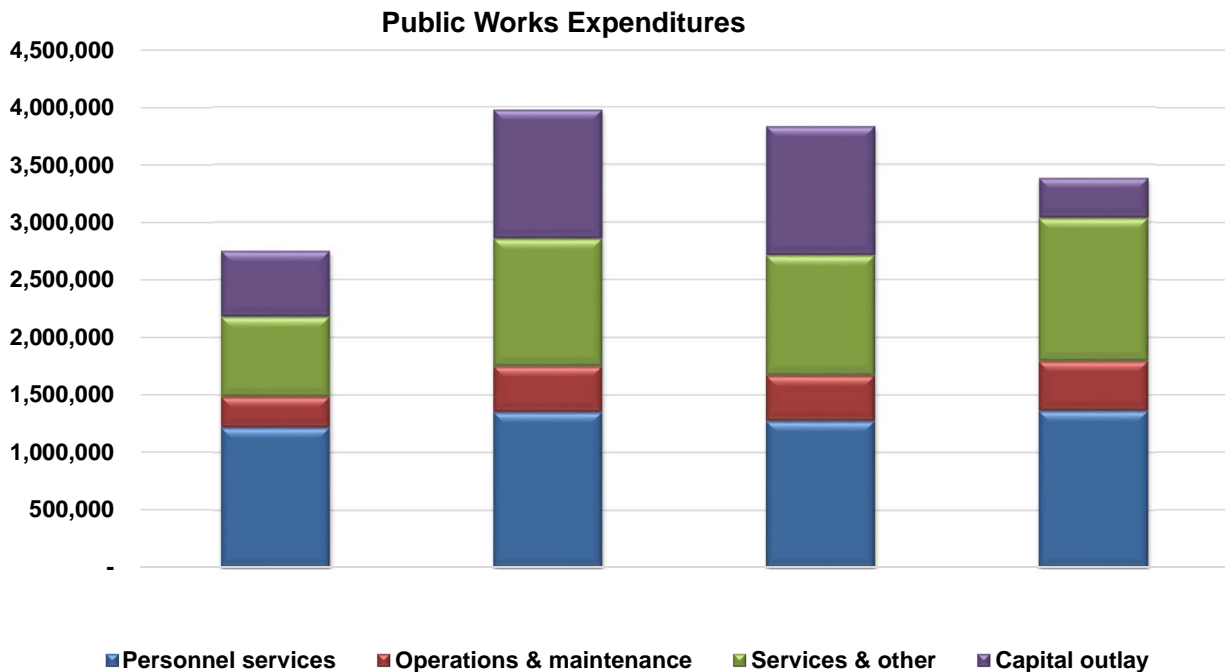


PUBLIC WORKS DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 317,736	\$ 394,045	\$ 389,784	\$ 412,132	\$ 18,087
Engineering & Inspections	375,810	537,475	536,938	524,691	(12,784)
Street Maintenance	1,617,307	2,544,375	2,468,886	1,986,254	(558,121)
Street Lighting	440,140	499,700	435,000	460,000	(39,700)
TOTAL	\$ 2,750,993	\$ 3,975,595	\$ 3,830,608	\$ 3,383,078	\$ (592,517)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 1,217,965	\$ 1,352,370	\$ 1,272,943	\$ 1,363,058	\$ 10,688
Operations & maintenance	267,789	397,160	395,330	431,625	34,465
Services & other	693,747	1,105,750	1,042,770	1,238,395	132,645
Capital outlay	571,492	1,120,315	1,119,565	350,000	(770,315)
TOTAL	\$ 2,750,993	\$ 3,975,595	\$ 3,830,608	\$ 3,383,078	\$ (592,517)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY DEPARTMENT:</u>					
Administration	2.50	2.50	2.50	2.50	-
Engineering & Inspections	3.00	3.00	3.00	3.00	-
Street Maintenance	9.83	9.83	9.83	9.83	-
Street Lighting	-	-	-	-	-
TOTAL	15.33	15.33	15.33	15.33	-

PUBLIC WORKS DEPARTMENT ADMINISTRATION DIVISION (100-500-01)

DEPARTMENT DESCRIPTION:

The Public Works Department is under the direction of the Director of Public Works. The department is responsible for the direction and administration of all facets of engineering, inspection, street maintenance, flood plain management and street lighting activities for the city.

DEPARTMENT/DIVISION GOALS:

1. Continuously review and evaluate work methods and processes to determine changes needed to improve efficiency and reduce operations and maintenance costs throughout the fiscal year.
2. Provide effective and efficient guidance and supervision of the engineering, inspection, street maintenance and drainage divisions.
3. Work the division managers toward the improvement of their professional knowledge and skills through in house and external educational opportunities.
4. Review all budgets on a monthly basis to ensure cost containment and adherence to budget expenditure policies.
5. Respond to email and citizens requests within 24 hours of message or request receipt.
6. Attempt to minimize flooding of public and private property.
7. Improve the citizens use of water and conservation by quarterly public education information. This information will be transmitted through all of the City's information platforms.
8. Provide the citizens with timely and current information on West Nile prevention.
9. Through the use of current floodplain ordinance and accurate record keeping and plan review, stay in compliance with all state and federal standards.

DEPARTMENT/DIVISION OBJECTIVES:

SERVICE LEVEL ANALYSIS

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Improve water efficiency and conservation efforts through public education and information	Quarterly	Quarterly	Quarterly	Quarterly
Provide Public Education/Awareness Campaigns on water conservation and West Nile prevention	3 Campaigns	4 Campaigns	3 Campaigns	3 Campaigns
Meet all state and federal standards for floodplain management	100 % Compliance	100 % Compliance	100 % Compliance	100 % Compliance
Evaluate potential electric cost savings for pumping facilities	NA	5% decrease in use	5% decrease in use	5% decrease in use

**PUBLIC WORKS DEPARTMENT
ADMINISTRATION DIVISION (100-500-01)**

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 305,302	\$ 328,650	\$ 324,784	\$ 333,820	\$ 5,170
Operations & maintenance	1,916	1,720	1,950	1,860	140
Services & other	10,519	63,675	63,050	76,452	12,777
Capital outlay	-	-	-	-	-
TOTAL	\$ 317,736	\$ 394,045	\$ 389,784	\$ 412,132	\$ 18,087

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	Proposed Budget	Budget Variance (\$)
Director of Public Works	1.00	1.00	1.00	1.00	-
Senior Project Engineer	0.50	0.50	0.50	0.50	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
TOTAL	2.50	2.50	2.50	2.50	-

PUBLIC WORKS DEPARTMENT ENGINEERING & INSPECTIONS DIVISION (100-500-50)

DEPARTMENT DESCRIPTION:

The Engineering & Inspections Division of the Public Works Department is responsible for plan review, project management and inspection of water, sewer, street and drainage projects that affect the safety, health and welfare of the public. This includes residential, commercial and capital improvement projects. This division also provides technical assistance to engineers, developers and the citizens of Keller on a daily basis.

DEPARTMENT/DIVISION GOALS:

1. Provide plan review and construction management for cost-effective infrastructure improvements.
2. Review plats, site plans, and specific use permits for new development and City projects for compliance with the Unified Development Code and accepted engineering standards within 5 working days of receipt.
3. Review construction plans for new residential and commercial development and capital improvements projects for compliance with the Unified Development Code, applicable City ordinances and accepted engineering standards within 10 working days of receipt.
4. Provide technical and investigative assistance to the City Manager's office, citizens, developers, builders and their engineers and/or surveyors and other City departments within 48 hours of initial request.
5. Maintain reliable street, water, wastewater and drainage infrastructure mapping using the geographic information system.
6. Evaluate, revise and update design and construction standards and specifications and provide updates to engineers and contractors as needed.
7. Obtain record drawings for all public improvements to assist the citizens, developers, builders and their engineers and/or surveyors and other City departments.
8. Provide at least 80% of Inspector work time in the field inspecting public water, sewer, street and drainage facility construction.
9. Educate citizens, builders, developers and City staff regarding drainage issues and inspection goals.
10. Continue to encourage staff to attend seminars for continuing education which will enhance their ability to perform the job duties.
11. In-house design of maintenance projects, drainage projects and water and sanitary sewer projects.
12. Provide technical expertise to the Development Review Committee through plan, plat and zoning review.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
In-house public works construction projects designed	5	5	5	5
Review & approve capital improvement projects designed by others	10	10	10	10
Street, water and wastewater map updates prepared	25	12	40	40
Development Review Committee items reviews	80	220	75	70
Paving and utility inspections conducted for residential, commercial and capital improvement projects	7,200	7,000	7,200	7,000
Residential inspections conducted	2,400	2,600	2,400	2,400
Customer services requests completed	3,600	3,700	3,700	3,800

**PUBLIC WORKS DEPARTMENT
ENGINEERING & INSPECTIONS DIVISION (100-500-50)**

EXPENDITURE SUMMARY

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 304,107	\$ 334,455	\$ 335,523	\$ 353,350	\$ 18,895
Operations & maintenance	4,572	7,200	5,540	6,350	(850)
Services & other	67,131	195,820	195,875	164,991	(30,829)
Capital outlay	-	-	-	-	-
TOTAL	\$ 375,810	\$ 537,475	\$ 536,938	\$ 524,691	\$ (12,784)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Engineer	1.00	1.00	1.00	1.00	-
Construction Inspector	1.00	1.00	1.00	1.00	-
Engineering Technician	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	-

PUBLIC WORKS DEPARTMENT

STREET MAINTENANCE DIVISION (100-500-51)

DEPARTMENT DESCRIPTION:

The Street Maintenance Division of the Public Works Department provides the basic maintenance and repair of all public owned streets and sidewalks in Keller to ensure a safe transportation system in the City of Keller. To achieve this, the division maintains the transportation system through the repair and preventative maintenance of concrete and asphalt pavements, sidewalks, curb and gutter, regulatory, informational and street name signs, pavement markings, traffic signals, school zone signals, guardrails, barricades, pothole patching, mowing of exceptional right of way areas, and various other maintenance of Keller street rights of way as needed.

DEPARTMENT/DIVISION GOALS:

1. Continually review and evaluate work methods and procedures to determine changes that will improve efficiency and reduce operational and maintenance costs.
2. Make repairs to high priority items such as Potholes, Stop and Yield signs, Traffic and School Zone signals within 24 hours of notification.
3. Continue improvement of sidewalk repair program to reduce backlog to less than 30 days.
4. Ensure street sweeping program is providing street sweeping per the MS4 program; residential 3 times per year, thoroughfares 6 times per year, various city facilities periodically.
5. Continue to improve and expand the use of the Lucity work order database system by the Crew Leaders and others in the .. .

DEPARTMENT/DIVISION OBJECTIVES:

1. Repair asphalt streets by reconstruction utilizing Tarrant County, contracts, and in-house small section overlays of various streets.
2. Repair Sidewalks with trip hazards over 1/2 inch in height.
3. Replace faded and damaged regulatory and street name signs.
4. Repaint faded and missing pavement markings on thoroughfares and other streets.
5. Sweep residential streets three times per year; feeders, collectors, and thoroughfares up to 6 time per year.
6. Mow certain right of way sections.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Lane miles of streets maintained	485	495	495	500
Linear feet of sidewalks repaired, contract and city forces	3,200	2,500	3,000	3,000
High Performance Asphalt Patch, 55 pound bags, product used. (All weather pothole patching material)	575	450	400	400
Lane miles of pavement crack-sealed	1.5	10	5	8
Miles of striping completed	2	16	6	5
Tons of Asphalt used for street rehab and repairs. (includes Tarrant County and City forces project)	5,653	10,000	4,000	4,000
PERFORMANCE INDICATORS				
Curb miles of street sweeping completed	390	2,000	800	1,000
Acres of right of way and city property mowed by contract and city forces	275	707	260	250

PUBLIC WORKS DEPARTMENT STREET MAINTENANCE DIVISION (100-500-51)

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 608,557	\$ 689,265	\$ 612,636	\$ 675,888	\$ (13,377)
Operations & maintenance	261,301	388,240	387,840	423,415	35,175
Services & other	175,957	346,555	348,845	536,951	190,396
Capital outlay	571,492	1,120,315	1,119,565	350,000	(770,315)
TOTAL	\$ 1,617,307	\$ 2,544,375	\$ 2,468,886	\$ 1,986,254	\$ (558,121)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Street/Drainage Superintendent	0.50	0.50	0.50	0.50	0.00
Street/Drainage Foreman	1.00	1.00	1.00	1.00	0.00
Street Crewleader	1.00	1.00	1.00	1.00	0.00
Traffic Control Tech.	1.00	1.00	1.00	1.00	0.00
Equipment Operator (Streets)	1.00	1.00	1.00	1.00	0.00
Street Maintenance Worker	5.00	5.00	5.00	5.00	0.00
Customer Service Coordinator	0.33	0.33	0.33	0.33	0.00
TOTAL	9.83	9.83	9.83	9.83	-

PUBLIC WORKS DEPARTMENT STREET LIGHTING DIVISION (100-500-52)

DEPARTMENT DESCRIPTION:

The Street Lighting Division of the Public Works Department provides for street lighting costs for City streets.

DEPARTMENT/DIVISION GOALS:

1. Provide effective street illumination throughout the City.
2. Conduct a billing analysis of street lights to ensure accurate billing.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Number of street lights provided	2,512	2,605	2,605	2,605

Number of street lights maintained based on estimates provided by TXU Energy (Oncor) and Tri-County Electric. Street lights are installed and maintained by either TXU Energy (Oncor), or Tri-County Electric and the City pays the monthly electrical costs for street lighting.

PUBLIC WORKS DEPARTMENT STREET LIGHTING DIVISION (100-500-52)

EXPENDITURE SUMMARY

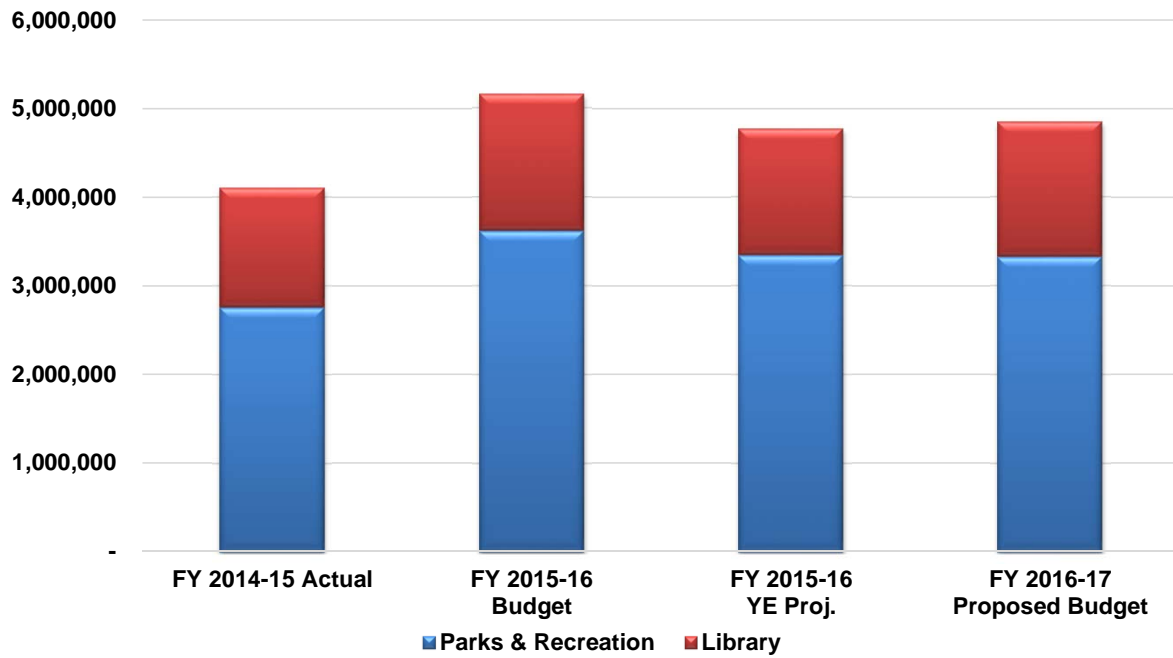
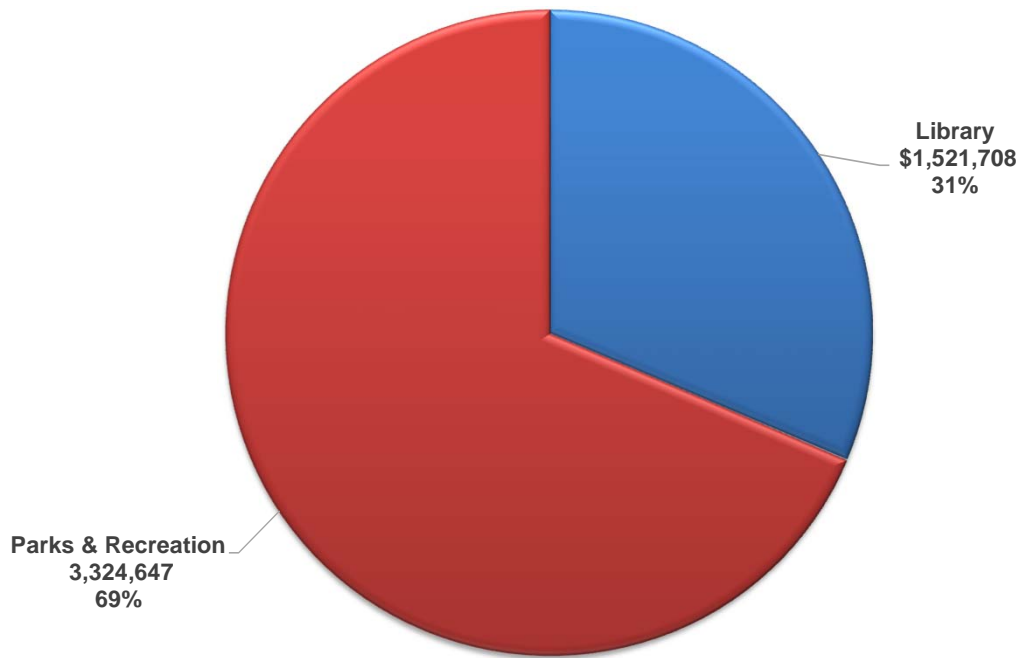
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	440,140	499,700	435,000	460,000	(39,700)
Capital outlay	-	-	-	-	-
TOTAL	\$ 440,140	\$ 499,700	\$ 435,000	\$ 460,000	\$ (39,700)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY POSITION TITLE:</u>					
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION AND CULTURE



CITY OF KELLER, TEXAS ORGANIZATION CHART

KELLER PUBLIC LIBRARY



* – Denotes elected positions.

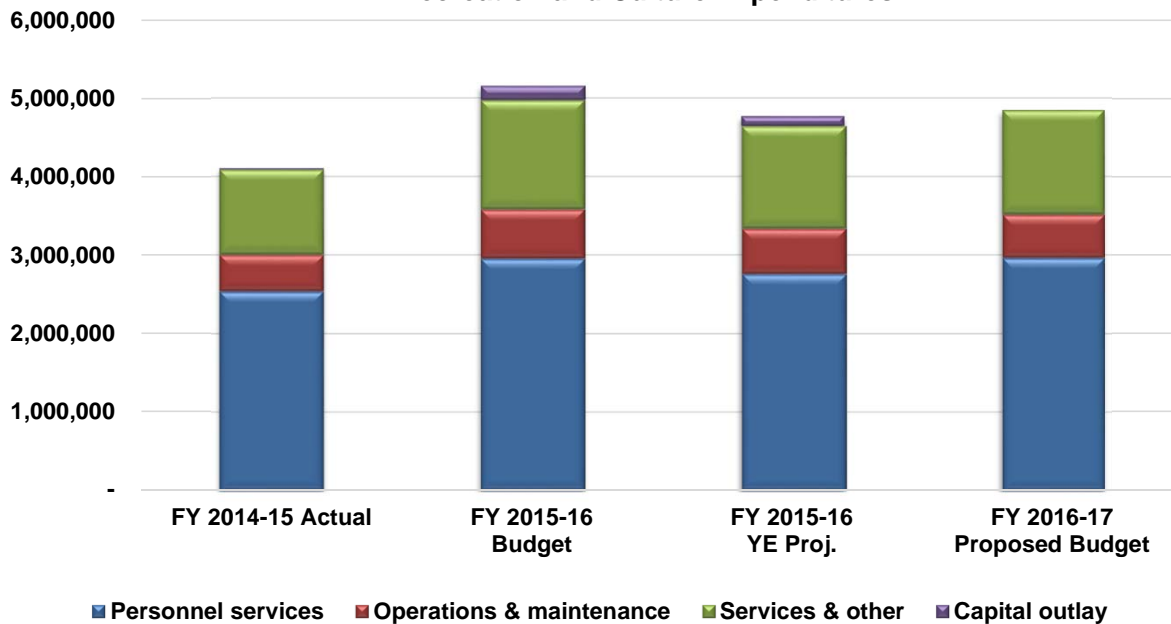
RECREATION AND CULTURE

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Library	\$ 1,347,884	\$ 1,542,445	\$ 1,426,228	\$ 1,521,708	\$ (20,737)
Parks & Recreation	2,754,698	3,615,893	3,340,052	3,324,647	(291,246)
TOTAL	\$ 4,102,583	\$ 5,158,338	\$ 4,766,280	\$ 4,846,355	\$ (311,983)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 2,536,787	\$ 2,953,334	\$ 2,757,353	\$ 2,960,439	\$ 7,105
Operations & maintenance	467,504	626,125	577,500	555,045	(71,080)
Services & other	1,082,739	1,391,459	1,306,027	1,330,871	(60,588)
Capital outlay	15,553	187,420	125,400	-	(187,420)
TOTAL	\$ 4,102,583	\$ 5,158,338	\$ 4,766,280	\$ 4,846,355	\$ (311,983)

Recreation and Culture Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY DEPARTMENT:</u>					
Library	15.48	15.48	15.48	15.52	0.04
Parks & Recreation	28.06	28.56	28.56	28.56	-
TOTAL	43.54	44.04	44.04	44.08	0.04

LIBRARY

LIBRARY (100-600)

DEPARTMENT DESCRIPTION:

The Keller Public Library supports life-long learning and fun through books, programs and media in order to transform lives for a better community.

DEPARTMENT/DIVISION GOALS:

1. Provide a welcoming sense of place in which all members of the public can interact, exchange ideas, learn and enhance community.
2. Provide resources that inform, educate, inspire, and bring enjoyment to both individuals and the community.
3. Develop, implement and maintain an information technology that accommodates the changing requirements of delivering library services in the 21st century.
4. Protect the community's investment in facilities.
5. Create a stable and sustainable economic model of providing the community with free and equal access of information.

DEPARTMENT/DIVISION OBJECTIVES:

1. Ensure the library environment welcomes and respects all members of our community.
2. Offer programming and cultural opportunities for children and adults that enhance quality of life in the community.
3. Conduct ongoing assessments of new library-related technologies and their implications for delivering emerging but proven technologies.
4. Utilize environmentally friendly methods, practices and technologies in the maintenance of facilities.
5. Leverage the library's resources through partnerships.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Visits to Library	226,211	228,000	230,000	235,000
Number of checkouts	499,557	50,000	500,000	501,000
Library programs participants	17,377	19,000	17,400	17,450

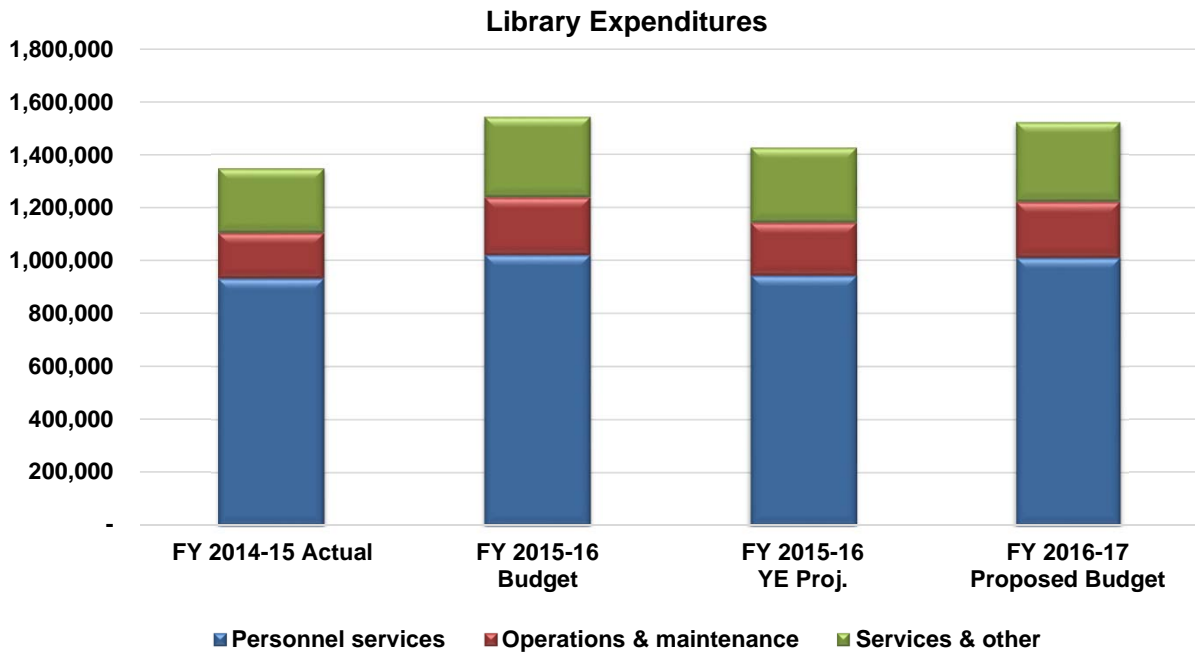
PERFORMANCE INDICATORS

Checkouts per FTE employee as a measure of workload (Texas average of 15,031 checkouts per FTE)	32,229	31,250	32,258	32,322
Library visits per capita (Texas average 3.3)	5.51	5.3	5.6	5.73
Library checkouts per capita (Texas average 4.91)	12.18	11.6	12.19	12.21

LIBRARY

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 932,115	\$ 1,020,520	\$ 942,368	\$ 1,009,844	\$ (10,676)
Operations & maintenance	171,494	217,775	200,620	211,825	(5,950)
Services & other	244,275	304,150	283,240	300,039	(4,111)
TOTAL	\$ 1,347,884	\$ 1,542,445	\$ 1,426,228	\$ 1,521,708	\$ (20,737)



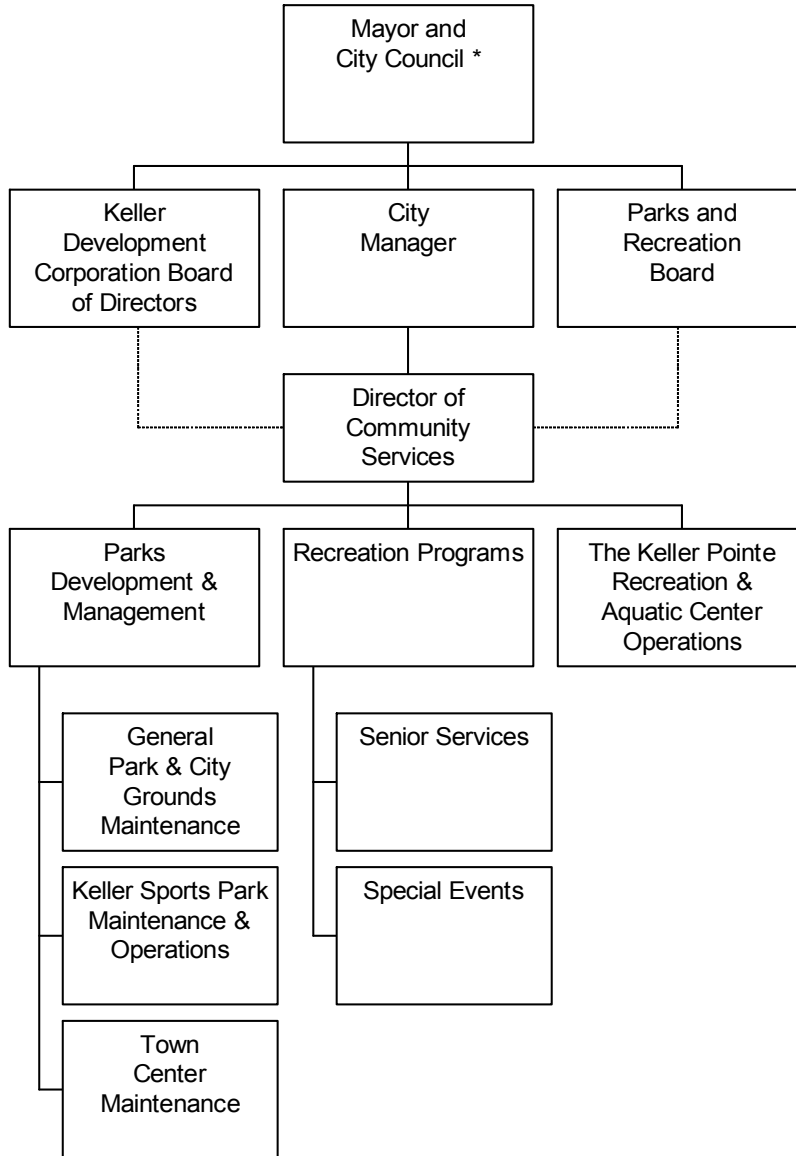
PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Library Director	1.00	1.00	1.00	1.00	-
Librarian (Young Adult Services)	1.00	1.00	1.00	1.00	-
Library Services Manager	1.00	1.00	1.00	1.00	-
Librarian (Public Services)	1.00	1.00	1.00	1.00	-
Librarian (Youth)	1.00	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
Customer Experience Associate	-	-	-	1.00	1.00
Circulation Supervisor	1.00	1.00	1.00	1.00	-
Library Clerk	4.00	4.00	4.00	4.00	-
PT Library Clerk	3.84	3.84	3.84	2.88	(0.96)
PT Children's Librarian	0.48	0.48	0.48	0.48	-
Library Aide - Temp/Seasonal	0.16	0.16	0.16	0.16	-
TOTAL	15.48	15.48	15.48	15.52	0.04

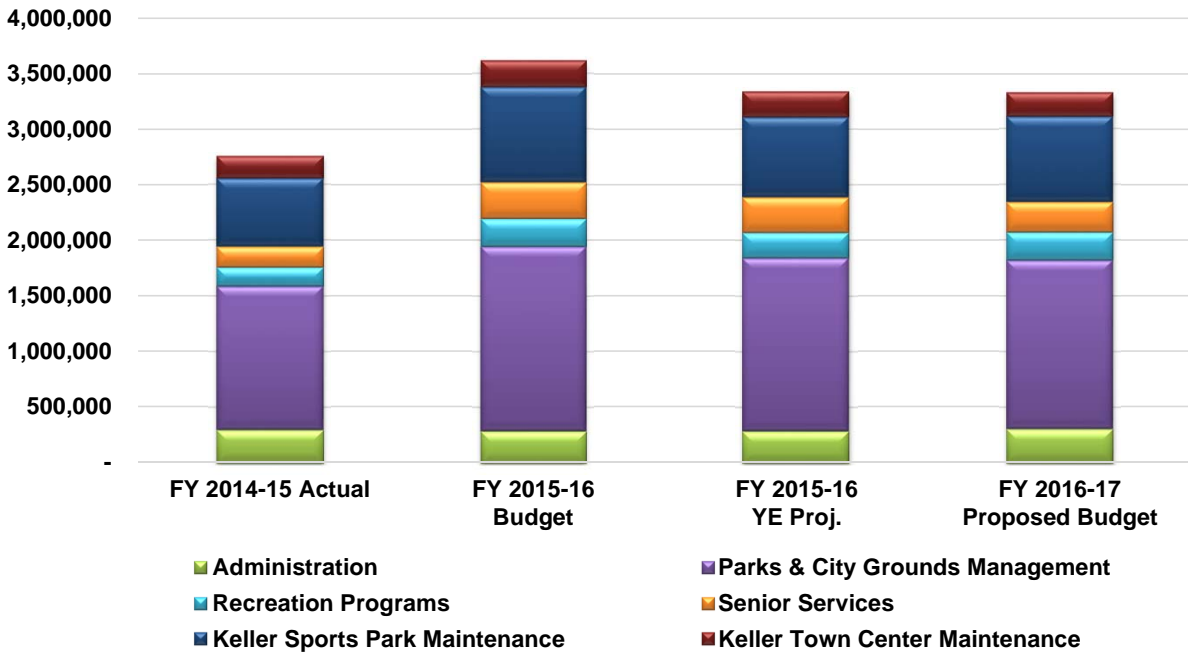
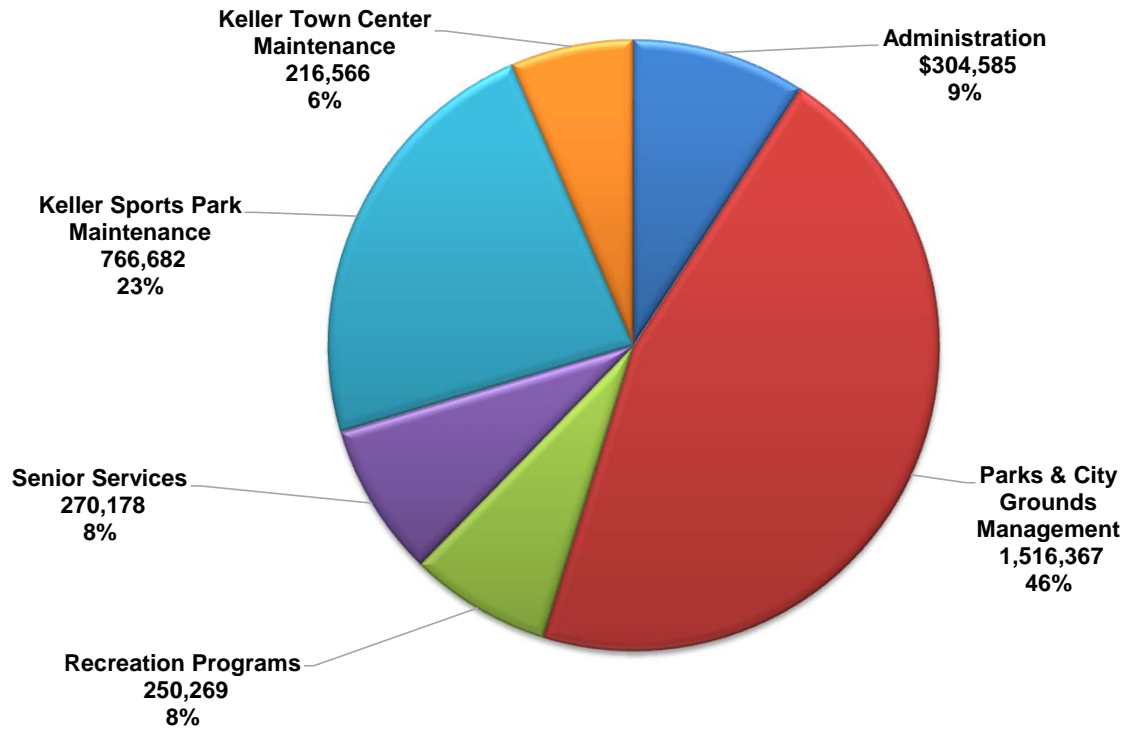
CITY OF KELLER, TEXAS ORGANIZATION CHART

PARKS AND RECREATION



* Denotes elected positions.
 Shaded boxes represent activities provided for in other funds.

PARKS AND RECREATION

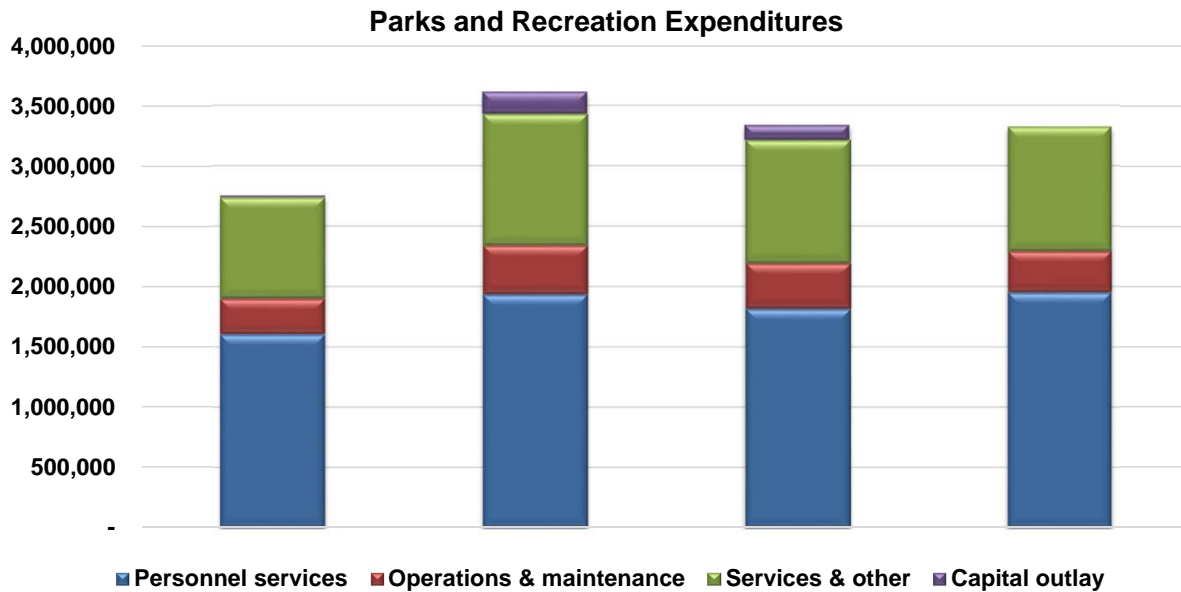


PARKS AND RECREATION DEPARTMENT

EXPENDITURE SUMMARY

<u>EXPENDITURES BY DIVISION:</u>	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 296,091	\$ 285,215	\$ 283,459	\$ 304,585	\$ 19,370
Parks & City Grounds Management	1,290,771	1,658,508	1,558,769	1,516,367	(142,141)
Recreation Programs	170,242	251,400	227,544	250,269	(1,131)
Senior Services	182,796	325,280	316,911	270,178	(55,102)
Keller Sports Park Maintenance	616,016	857,410	723,435	766,682	(90,728)
Keller Town Center Maintenance	198,782	238,080	229,934	216,566	(21,514)
TOTAL	\$ 2,754,698	\$ 3,615,893	\$ 3,340,052	\$ 3,324,647	\$ (291,246)

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 1,604,672	\$ 1,932,814	\$ 1,814,985	\$ 1,950,595	\$ 17,781
Operations & maintenance	296,010	408,350	376,880	343,220	(65,130)
Services & other	838,464	1,087,309	1,022,787	1,030,832	(56,477)
Capital outlay	15,553	187,420	125,400	-	(187,420)
TOTAL	\$ 2,754,698	\$ 3,615,893	\$ 3,340,052	\$ 3,324,647	\$ (291,246)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY DIVISION</u>	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	3.00	3.00	3.00	3.00	-
Parks & City Grounds Management	12.06	12.06	12.06	12.06	-
Recreation Programs	2.00	2.00	2.00	2.00	-
Senior Services	2.50	3.00	3.00	3.00	-
Keller Sports Park Maintenance	7.80	7.80	7.80	7.80	-
Keller Town Center Maintenance	0.70	0.70	0.70	0.70	-
TOTAL	28.06	28.56	28.56	28.56	-

PARKS AND RECREATION DEPARTMENT ADMINISTRATION DIVISION (100-630-01)

DEPARTMENT DESCRIPTION:

The mission of the Parks & Recreation Department is to enrich our community through people, parks and programs. The Administration Division provides direction and administrative oversight for all parks and city grounds management, recreation programs, facilities maintenance, special events, and Senior Center operations, The Keller Pointe, Keller Town Center maintenance, park capital improvements and development, and grant programs.

The Administration Division serves as liaison to the Parks and Recreation Board, Keller Development Corporation, City Council, and special committees and task forces.

DEPARTMENT/DIVISION GOALS:

1. Create parks, trails, and natural areas in accordance with the individual master plans where quality of life is protected and areas are carefully planned to provide a safe place to play, healthy lifestyles are encouraged and economic development is fostered.
2. Protect natural areas for future generations through the acquisition of park land in accordance with the Parks and Open Space Master Plan.
3. Analyze and Prioritize citizens' needs, ideas and feedback related to parks and recreation by coordinating citizen boards, including the Parks and Recreation Board, Keller Development Corporation, and special committees and task forces.
4. Cultivate partnerships with civic groups, private businesses, foundations, and neighboring cities that align with our core values to expand our resources.
5. Acquire and administrate grants for parks and facilities.
6. Provide recreational and event locations for individuals to gather, celebrate, practice and compete through a reservation system.
7. Oversee facilities management to ensure the efficient operation and aesthetics of all buildings and facilities.

DEPARTMENT/DIVISION OBJECTIVES:

1. Complete Open Space Master Plan Update
2. Acquire land dedicated for Park use
3. Complete surveys and focus groups to analyze community wants and needs
4. Acquire 2 new partnerships with civic groups, private businesses, foundations, and neighboring city
5. Begin and complete CAPRA accreditation process
6. Implement event spaces into developing parks
7. Create capital replacement plan for facilities and special events equipment

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Board/Committee Meetings Organized	42	52	52	50
Facility & Park Reservations	811	1000	1,000	1,200

PERFORMANCE INDICATORS

Per capita annual investment in parks and recreation	64%	63%	63%	61%
Park Development Fees	\$150,000	\$180,000	\$180,000	\$150,000

PARKS AND RECREATION DEPARTMENT ADMINISTRATION DIVISION (100-630-01)

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 236,037	\$ 261,895	\$ 260,139	\$ 274,039	12,144
Operations & maintenance	2,716	2,700	3,100	2,700	-
Services & other	57,338	20,620	20,220	27,846	7,226
TOTAL	\$ 296,091	\$ 285,215	\$ 283,459	\$ 304,585	19,370

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY POSITION TITLE:</u>					
Director of Community Services	1.00	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
Recreation Services Assistant	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	-

PARKS AND RECREATION DEPARTMENT

PARKS & CITY GROUNDS MANAGEMENT DIVISION (100-630-60)

DEPARTMENT DESCRIPTION:

The Parks & City Grounds Management division of the Parks and Recreation Department is responsible for enhancing the quality of life for Keller citizens and businesses by providing and maintaining the richness and diversity of a safe, available, accessible, and affordable park system. The division maintains all City parks, park amenities and facilities, trails, all City-owned facilities grounds, Park & Recreation facilities (with the exception of The Keller Pointe) and all landscaped street medians and landscaped right-of-ways. (Please note: Street medians and right-of-ways that only include grass are maintained by the Public Works Department.) This division is also responsible for the construction of small park projects. Finally, the division assists the Recreation Division with the implementation of City-wide special events.

DEPARTMENT/DIVISION GOALS:

1. Encourage healthy lifestyles and promote economic development through the provision of professionally managed quality grounds and facilities.
2. Foster tourism, showcase local businesses and organizations and provide citizens an economical means of recreation by assisting the Recreation Division with the implementation of City-wide special events.
3. Boost economic prosperity by enhancing/maintaining real estate values; stimulating recreational equipment sales; and attracting businesses and tourism through the daily inspection, cleaning and repairing of parks and park playground equipment.
4. Maintain the city's investment in vehicles and equipment and keep repair cost minimal through a quality in-house preventative maintenance program.
5. Provide a safe and healthy environment through daily in-house custodial services to the Senior Activities Center and park restroom/concession facilities.
6. Maintain low overhead expenses on the construction and installation of small park capital improvement projects by completing the projects with in-house staff.
7. Increase the overall economic value and aesthetics of the city through the provision of professionally managed landscaping in city parks, medians and city facilities.
8. Enhance recreational and competitive opportunities through professionally managed sport fields and facilities for use by the local sport associations.
9. Continue to attract individuals and businesses to the area through the provision of quality customer care in the delivery of services that exceeds guest expectations.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total park acreage (including undeveloped land)**	491	491	491	479
Total developed park acreage maintained by City	196.63	196.63	196.63	178.47
Bear Creek Park acreage maintained	44	44	44	42.42
Big Bear Creek Greenbelt acreage maintained	27	27	27	25.87
Keller Sports Park acreage maintained	110	110	110	104.28
Chase Oaks Activity Node acreage maintained	5	5	5	1.87
Wills Cove open space acreage maintained	4	4	4	3.78
Veterans Memorial Park	0.38	0.38	0.38	0.25
Total miles of hike/bike trails maintained	20	20	20	23.6
Contracted developed park acreage maintained	91	91	91	64.44
Undeveloped park land/open space maintained	209.48	209.48	209.48	235.96
Total playgrounds maintained	9	9	9	9
Total city grounds acreage maintained	19.43	19.43	19.43	27.55
Total City facilities sq. ft. maintained	7,731	7,731	7,731	7,731

PARKS AND RECREATION DEPARTMENT

PARKS & CITY GROUNDS MANAGEMENT DIVISION (100-630-60)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total developed park acreage per 1,000 residents	6.6	6.6	6.6	5.5
* Parks investment per developed acre	\$7,626	\$7,626	\$6,899	\$6,543
* Parks investment per resident	\$26.48	\$26.48	\$24.91	\$36.08
Developed park acres per full-time maintenance staff	15.48	15.48	15.33	14.79
**Adjusted Acreage				
* Operating costs for Keller Sports Park is not included. These costs are shown separately in the Keller Sports Park budget.				

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 729,557	\$ 800,810	\$ 756,840	\$ 798,027	\$ (2,783)
Operations & maintenance	147,899	188,690	156,820	160,920	(27,770)
Services & other	403,532	631,998	608,649	557,420	(74,578)
Capital outlay	9,784	37,010	36,460	-	(37,010)
TOTAL	\$ 1,290,771	\$ 1,658,508	\$ 1,558,769	\$ 1,516,367	\$ (142,141)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Parks Maint. & Development Mgr.	1.00	1.00	1.00	1.00	-
Park Foreman	1.00	1.00	1.00	1.00	-
Park Crew Leader	1.00	1.00	1.00	1.00	-
Landscape Crew Leader	1.00	1.00	1.00	1.00	-
Irrigation Technician	1.30	1.30	1.30	0.65	(0.65)
Park/Landscape Maint. Worker	5.00	5.00	5.00	5.00	-
Park/Landscape Maint. Worker II	1.00	1.00	1.00	1.00	-
Park/Landscape Maint Worker	-	-	-	0.65	0.65
Temp/Seasonal	0.76	0.76	0.76	0.76	-
TOTAL	12.06	12.06	12.06	12.06	-

PARKS AND RECREATION DEPARTMENT

RECREATION PROGRAMS DIVISION (100-630-61)

DEPARTMENT DESCRIPTION:

The Recreation Programs division of the Parks and Recreation Department manages the City's recreation programs and activities. Annual special events administered by the department include Rock the Park, Holly Days, Spring Egg Scramble, Concerts in the Park (2), Fishing for Fun (3), Daddy/Daughter Sweetheart Ball, Keller Summer Nights (5), Family Campout, and Trash Bash (2). Approximately 33% of the funding for special events is supported by the general fund for Trash Bash (2), Keller Summer Nights (5), Spring Easter event, volunteer recognition, and a portion of Holly Days in addition to city staff. The remaining 67% is generated through 50 cent water bill donations, community partner donations/sponsorships, grants and fees.

DEPARTMENT/DIVISION GOALS:

1. Foster tourism, showcase local businesses and organizations and provide citizens an economical means of recreation through the creation and implementation of a variety of enriching programs and special events.
2. Inspire environmental stewardship and healthy lifestyles through the management of Keller Proud and Texas Amateur Athletic Federation Programs.
3. Ensure sustainability of citywide special events through the expansion of our resources and encouragement of community involvement by:
 - a. fostering partnerships with civic groups, businesses, foundations and neighboring communities that align with our core values
 - b. maintaining and promoting an active and rewarding volunteer program
 - c. creating loyal sponsorships and developing new opportunities for businesses to feature their products and services.
4. Attract individuals and businesses to the area by providing quality customer experiences that leave the guests with that "wow factor"
5. Continue to enhance communication regarding recreation programs, events and facilities through social, electronic and print media.

DEPARTMENT/DIVISION OBJECTIVES:

1. Create free to low cost events that appeal to a large demographics. Specifically 90% family friendly, 10% young adults
2. Create opportunities for revitalization of community through trash bash, fishing, adopt-a-st and adopt-a- spot programs, in addition to promoting Tree City through Arbor Day celebrations
3. Build 5 new partnerships in addition to existing partnerships
4. Provide social media outlets for reviewing of our dept. and customer service experiences
5. Create a cohesive marketing strategy for all recreation divisions that increased social media following by 25%

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Special events provided annually	25	25	25	17
Recreation Program Volunteers	1,000	800	1,200	1,200
Number of partnerships developed	11	165	13	13
Recreation leagues provided	1	8	1	1
PERFORMANCE INDICATORS				
Special event guests	30,942	33,000	33,500	40,000
Recreation program volunteer hrs	1,900	19	2,800	3,000
Recreation partnership dollars generated	56,000	65,000	43,000	55,000
Recreation partnership in kind donations generated	56,000	New Measure	65,000	60,000
Recreation league participants	210	230	210	215

PARKS AND RECREATION DEPARTMENT RECREATION PROGRAMS DIVISION (100-630-61)

EXPENDITURE SUMMARY

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 103,324	\$ 169,749	\$ 165,481	\$ 180,671	\$ 10,922
Operations & maintenance	8,302	11,800	11,800	12,750	950
Services & other	58,617	69,851	50,263	56,848	(13,003)
TOTAL	\$ 170,242	\$ 251,400	\$ 227,544	\$ 250,269	\$ (1,131)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Recreation Manager	1.00	1.00	1.00	1.00	-
Special Events Coordinator	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

PARKS AND RECREATION DEPARTMENT SENIOR SERVICES DIVISION (100-630-62)

DEPARTMENT DESCRIPTION:

The Keller Senior Activities Center is an essential element of a healthy and vibrant community, providing individual, social and economic value. The Senior Services division of the Parks and Recreation Department encourages individuals and groups to connect with one another to create a welcoming, diverse and fun environment by providing a wide range of health and wellness, enrichment, education, travel opportunities, and special events for the 55-plus population and their families. Meals are available three days a week to seniors for a suggested donation of \$4 each. The facility includes a computer lab, two small classrooms, one large banquet room, an area for socializing and a kitchen.

DEPARTMENT/DIVISION GOALS:

1. Encourage healthy and active lifestyles through health and wellness programs, life enrichment classes, as well as education and travel opportunities.
2. Create new technology programs that meet the needs of our aging population to include: internet, tablet, and smart phones.
3. Ensure sustainability of senior adult activities and programs through the expansion of our resources and encouragement of community involvement.
4. Enhance awareness of the Senior Activities Center through public events and promotion of our programs on social, electronic and print media.
5. Ensure that all guests are provided with quality customer care in the delivery of services and programs that exceeds their expectations to maintain a loyal and growing participant base.
6. Creating loyal sponsors and developing new opportunities for businesses to feature their products and services.
7. Foster partnerships with individuals, civic groups, businesses, foundations and neighboring communities that with our core values.

DEPARTMENT/DIVISION OBJECTIVES:

Partner with local high school technology department to create technology classes led by high school students.
 Increase Sponsorship opportunities through newsletter advertisements and annual fundraiser.
 Offer multigenerational classes to enhance awareness of the senior activities center to the public.
 Increase the amount and variety of trips offered

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Number of Annual Memberships	733	750	727	730
Annual Senior Services Programs Provided	1,846	1,825	1,850	1,850
Number of Trips offered	31	38	35	40
Number of Community Partners	5	5	5	5
Number of Donations Provided to Senior Center	37	New Measure	45	50
PERFORMANCE INDICATORS				
Annual Facility Attendance	9,681	11,500	10,378	10,500
Annual Senior Services Program Attendance	10,985	110	16,397	16,500
Special Event Participants	750	2,500	2,000	2,500
Trip Participants	550	575	500	575
Annual Donation Total	\$4,267	New Measure	\$4,500	\$4,750

PARKS AND RECREATION DEPARTMENT SENIOR SERVICES DIVISION (100-630-62)

EXPENDITURE SUMMARY

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 145,296	\$ 200,030	\$ 193,031	\$ 208,357	\$ 8,327
Operations & maintenance	7,748	36,600	36,600	20,790	(15,810)
Services & other	29,752	40,650	39,280	41,031	381
Capital outlay	-	48,000	48,000	-	(48,000)
TOTAL	\$ 182,796	\$ 325,280	\$ 316,911	\$ 270,178	\$ (55,102)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Senior Activities Center Supervisor	1.00	1.00	1.00	1.00	-
Recreation Specialist	1.00	1.00	1.00	1.00	-
Recreation Aide	0.50	1.00	1.00	1.00	-
TOTAL	2.50	3.00	3.00	3.00	-

PARKS AND RECREATION DEPARTMENT

KELLER SPORTS PARK MAINTENANCE DIVISION (100-630-63)

DEPARTMENT DESCRIPTION:

The Sports Park Maintenance division of the Parks and Recreation Department provides funding for the operations and maintenance costs of the Keller Sports Park. Funding for the construction and development of the Sports Park has been paid from the ½ cent sales tax (i.e. the Keller Development Corporation).

The management of the youth sports leagues and equestrian activities is provided by the Keller Youth Association, the Keller Soccer Association, Keller Horse Owner's Association and the Keller Saddle Club respectively. The associations prepare the fields for play and the division manages the general maintenance of the facilities. Adult sports, including softball are coordinated through the Parks and Recreation Department staff. The Sports Park currently includes 4 youth baseball fields, 3 youth softball fields, 1 adult softball field, 2 football/t-ball fields, 6 soccer pads, a multi-use arena, a warm-up arena, trail, 2 playgrounds, pavilion, fishing pier and four concession/restroom buildings. Additionally, the City owns the property on the south end of the park where the Keller Youth Association operates and maintains three youth baseball fields.

Blue Sky Sports Center, a public/private indoor soccer complex, opened in November 2005 at Keller Sports Park. The City and Blue Sky Sports Center entered into a long term ground lease agreement to accommodate the indoor soccer enterprise. Blue Sky manages the indoor soccer facility operations.

DEPARTMENT/DIVISION GOALS:

1. Enhance recreational and competitive opportunities for both youth and adults through the provision of professionally managed quality sports turf, arena, park grounds and facilities.
2. Provide children a safe place to play and develop healthy lifestyles through the provision of properly maintained fields for sports leagues and camps.
3. Boost economic prosperity by enhancing/maintaining real estate values; stimulating recreational equipment sales; and attracting businesses and tourism through the daily inspection, cleaning and repairing of all Keller Sports Park areas.
4. Provide a safe and healthy environment through daily in-house custodial and maintenance services to grounds and facilities.
5. Provide individuals a safe place to engage in equestrian related activities through the provision of a properly maintained multi-use arena, warm-up arena and equestrian trails.
6. Provide recreational and competitive facilities for individuals to engage in league and tournament play through the management of a field and facility reservation system.
7. Enhance recreational and competitive opportunities for both youth and adults while also generating additional revenues through the management of a successful ground lease agreement with Blue Sky Sports Center.
8. Protect the city's investment in vehicles and equipment and keep repair cost minimal through a quality in-house preventative maintenance program.
9. Continue to attract individuals and businesses to the area through the provision of quality customer care in the delivery of services.
10. Continue administering a non-resident fee for all league activities including a \$30 per player per season fee with a cap of \$90 per family per season.

PARKS AND RECREATION DEPARTMENT

KELLER SPORTS PARK MAINTENANCE DIVISION (100-630-63)

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total Sports Park acreage**	182	182	182	175
Total Sports Park acreage maintained by City	110	110	110	157
Total Sports Park acreage maintained privately	20	20	20	18
Total Sports Park acreage undeveloped	52	52	52	52
Total facility square footage maintained	13,277	13,277	13,277	13,277

PERFORMANCE INDICATORS

*Sports Park operating & maintenance cost per acre	\$7,476	\$7,476	\$7,476	\$7,409
*Sports Park operating & maintenance cost per capita	\$19.55	\$19.56	\$19.56	\$18.50
*Developed Sports Park acres per maintenance staff	14.13	14.13	14.13	13.37
Non-Resident Fees Collected	\$105,765	\$141,240	\$131,400	\$140,000

* Includes both General Fund and Keller Development Corporation Fund expenditures.

** Adjusted Park Acres

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 367,849	\$ 458,060	\$ 405,100	\$ 450,742	\$ (7,318)
Operations & maintenance	111,620	150,260	150,260	127,760	(22,500)
Services & other	130,778	158,120	138,575	188,180	30,060
Capital outlay	5,769	90,970	29,500	-	(90,970)
TOTAL	\$ 616,016	\$ 857,410	\$ 723,435	\$ 766,682	\$ (90,728)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Park/Landscape Crew Leader	1.00	1.00	1.00	1.00	-
Park/Landscape Maint. Worker II	1.00	1.00	1.00	1.00	-
Park/Landscape Maint. Worker	5.00	5.00	5.00	5.00	-
Temp/Seasonal	0.80	0.80	0.80	0.80	-
TOTAL	7.80	7.80	7.80	7.80	-

PARKS AND RECREATION DEPARTMENT

KELLER TOWN CENTER MAINTENANCE DIVISION (100-630-64)

DEPARTMENT DESCRIPTION:

The Town Center Maintenance division was created to account for the activities and maintenance of Keller Town Center public areas within the property owners association. It includes all public rights of way (ROW) from the South ROW of Bear Creek Parkway to the North ROW of Keller Parkway, and from the East ROW of Keller-Smithfield Road to the West ROW of Rufe Snow Drive. It does not include The Parks at Town Center, Keller Town Hall, The Keller Pointe or the Keller ISD Natatorium. The City of Keller receives revenues from the Keller Town Center Property Owner's Association to fund each individual property owner's percentage of maintenance costs, based on each owner's respective amount of land owned in Keller Town Center Property Owners Association District.

DEPARTMENT/DIVISION GOALS:

1. Analyze and prioritize Keller Town Center property owners' and citizens' needs, ideas and feedback related to the operation of the Keller Town Center Property Owner's Association by coordinating regular meetings of the board.
2. Boost economic prosperity by enhancing/maintaining real estate values, attracting businesses and fostering tourism through the daily inspection, cleaning and repairing of the public rights-of-way including streets, medians and landscaping within Keller Town Center.
3. Ensure sustainability of the Keller Town Center Property Owners Association through management of the collection of pro rata fees from the property owners per the Keller Town Center Property Owners Association Developer's Agreement.
4. Promote tourism, showcase Town Center businesses and property owners and provide citizens an economical means of recreation through the financial support of the City of Keller special activities/events hosted in Keller Town Center.

DEPARTMENT/DIVISION OBJECTIVES:

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Association fee revenue	\$86,884	\$86,884	\$86,884	\$80,000
Association meetings held	0	1	1	1
Total Town Center property acreage	161.6	161.6	161.6	161.6
Public property acreage	100.2	100.2	100.2	100.2
Private property acreage	61.4	61.4	61.4	61.4

**PARKS AND RECREATION DEPARTMENT
KELLER TOWN CENTER MAINTENANCE DIVISION (100-630-64)**

EXPENDITURE SUMMARY

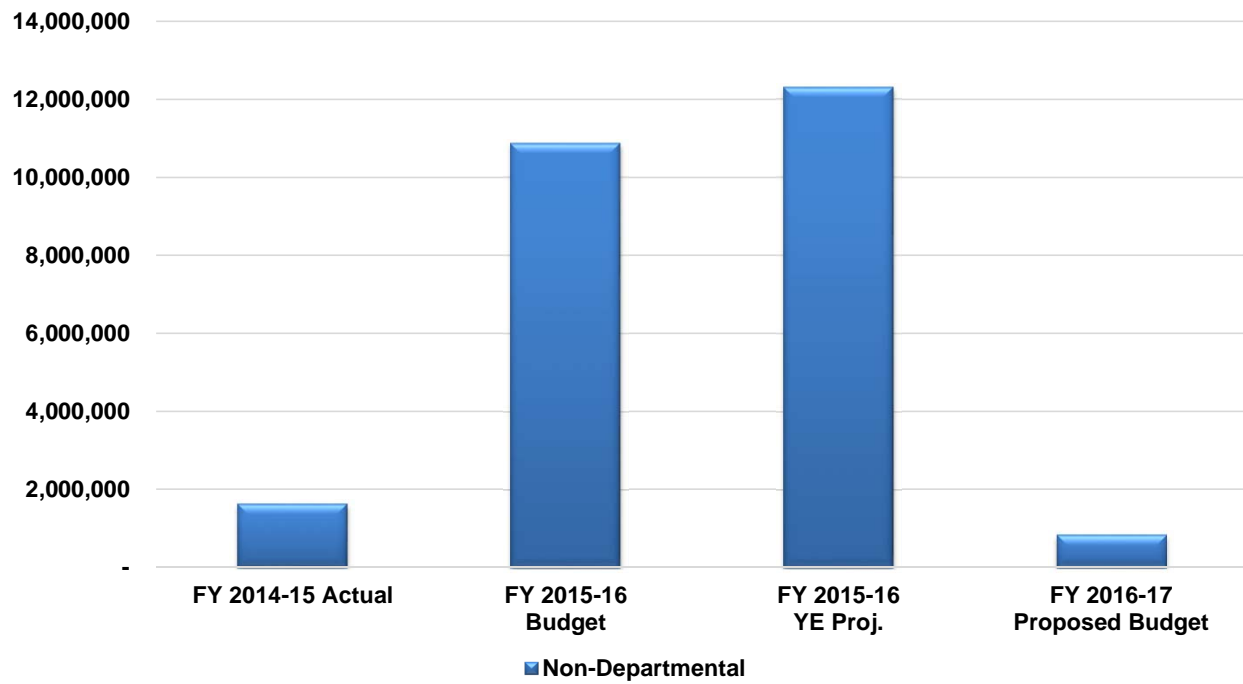
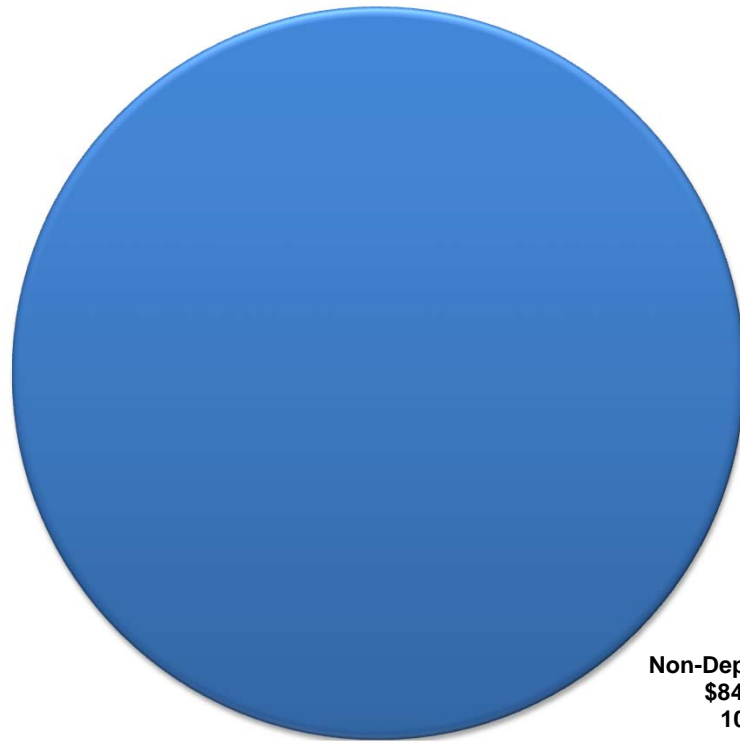
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 22,609	\$ 42,270	\$ 34,394	\$ 38,759	\$ (3,511)
Operations & maintenance	17,726	18,300	18,300	18,300	-
Services & other	158,447	166,070	165,800	159,507	(6,563)
Capital outlay	-	11,440	11,440	-	(11,440)
TOTAL	\$ 198,782	\$ 238,080	\$ 229,934	\$ 216,566	\$ (21,514)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Park/Landscape Maint. Worker	-	-	-	0.35	0.35
Irrigation Technician	0.70	0.70	0.70	0.35	(0.35)
TOTAL	0.70	0.70	0.70	0.70	-

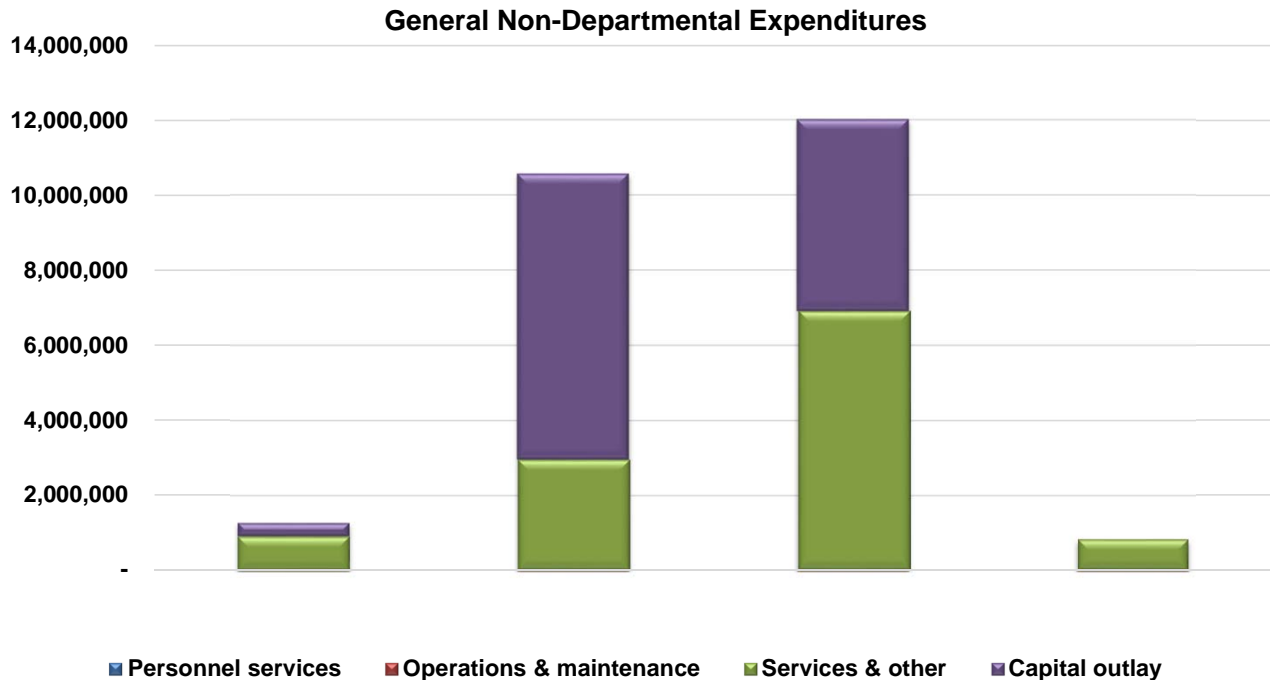
GENERAL FUND NON-DEPARTMENTAL



GENERAL FUND NON-DEPARTMENTAL DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<i>EXPENDITURES BY DIVISION:</i>					
Non-Departmental	\$ 1,620,502	\$ 10,873,738	\$ 12,313,951	\$ 841,157	\$ (10,032,581)
TOTAL	\$ 1,620,502	\$ 10,873,738	\$ 12,313,951	\$ 841,157	\$ (10,032,581)
<i>EXPENDITURES BY CATEGORY:</i>					
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	8,207	12,500	12,500	12,500	-
Services & other	911,452	2,958,778	6,903,991	828,657	(2,130,121)
Transfers to other funds	346,292	300,000	300,000	-	(300,000)
Capital outlay	354,551	7,602,460	5,097,460	-	(7,602,460)
TOTAL	\$ 1,620,502	\$ 10,873,738	\$ 12,313,951	\$ 841,157	\$ (10,032,581)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<i>BY DEPARTMENT:</i>					
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-



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ENTERPRISE FUNDS

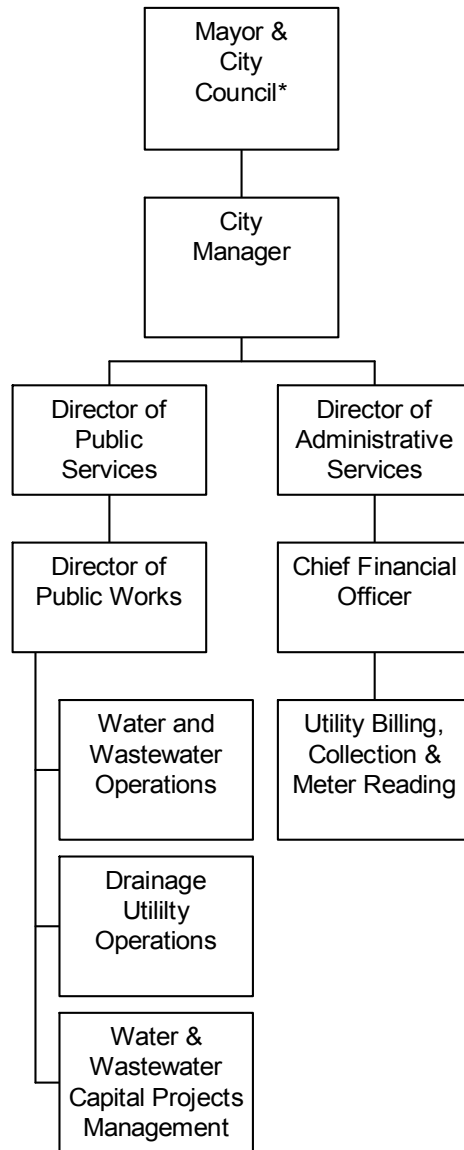
The Enterprise Funds include business-like governmental activities which are intended to be self-supporting and fund the operation, maintenance, and capital improvements related to the enterprise services. For the City of Keller, the funds considered to be enterprise funds are the Water and Wastewater Fund, the Drainage Utility Fund, and the Keller Pointe. The Enterprise Funds section includes revenue summary information, expenditure summary information, and departmental detail information.

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



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CITY OF KELLER, TEXAS
ORGANIZATION CHART
WATER, WASTEWATER AND
DRAINAGE UTILITIES



*Elected positions.

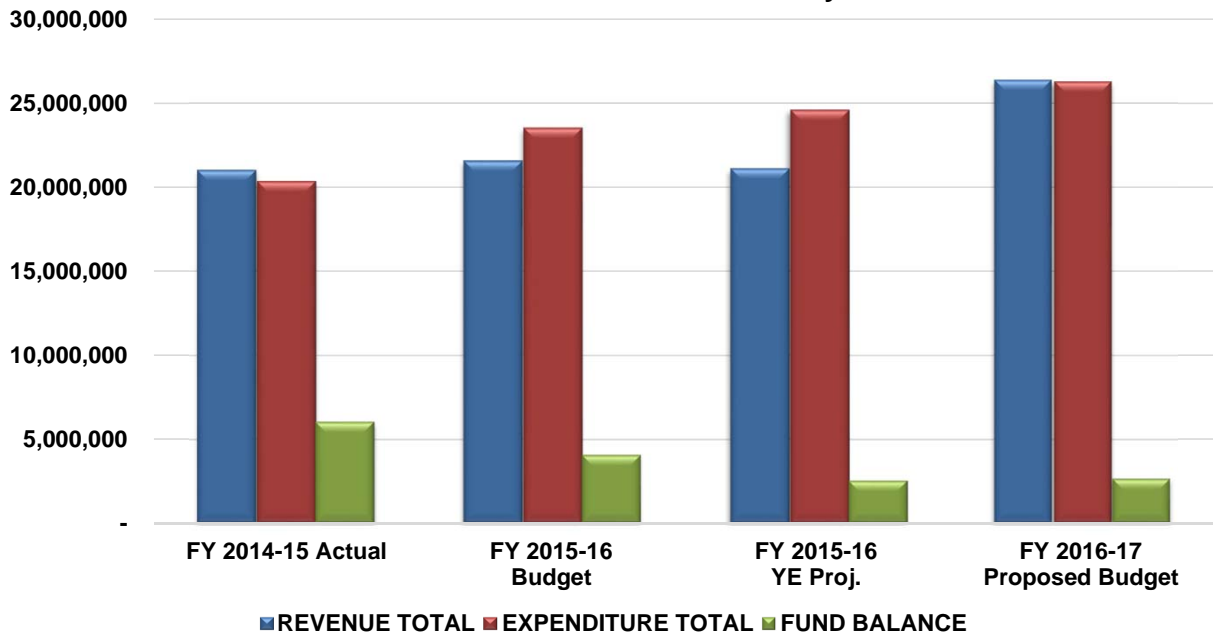
WATER AND WASTEWATER FUND OVERVIEW

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUE TOTAL	\$ 21,013,055	\$ 21,560,125	\$ 21,108,433	\$ 26,370,595	\$ 4,810,470
OPERATING EXPENDITURES	20,359,152	23,519,013	24,590,304	26,218,462	2,699,449
ONE-TIME EXPENDITURES	-	-	-	45,000	45,000
EXPENDITURE TOTAL	\$ 20,359,152	\$ 23,519,013	\$ 24,590,304	\$ 26,263,462	\$ 2,744,449
VARIANCE	\$ 653,903	\$ (1,958,888)	\$ (3,481,871)	\$ 107,133	\$ 2,066,021
FUND BALANCE	\$ 6,037,571	\$ 4,078,683	\$ 2,555,700	\$ 2,662,833	\$ (1,415,850)

RESERVE AND UNASSIGNED ANALYSIS

% OF OPERATING EXPENDITURES	29.7%	17.3%	10.4%	10.2%
TARGET % LEVEL	19.4%	19.4%	19.4%	19.4%
# OF DAYS OPERATING EXPENDITURES	106.76	62.43	37.42	36.50
TARGET # OF DAYS	70	70	70	70

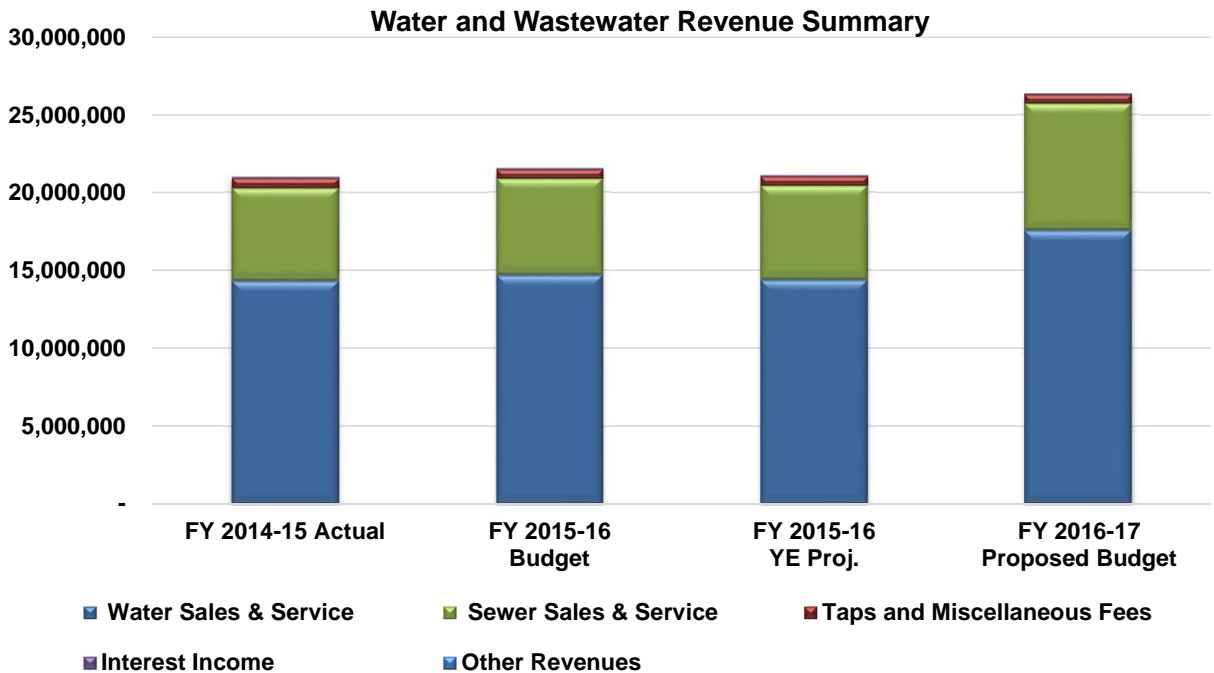
Water and Wastewater Summary



WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND REVENUES

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Revenues</u>					
Operating Revenues					
Water Sales & Service	\$ 14,326,780	\$ 14,710,855	\$ 14,385,190	\$ 17,586,268	\$ 2,875,413
Sewer Sales & Service	5,962,051	6,184,720	6,053,691	8,137,238	1,952,518
Total Operating Revenues	\$ 20,288,831	\$ 20,895,575	\$ 20,438,881	\$ 25,723,506	\$ 4,827,931
Other Revenue					
Taps and Miscellaneous Fees	653,181	588,050	601,904	575,066	(12,984)
Interest Income	16,653	25,000	17,505	16,653	(8,347)
Other Revenues	54,390	51,500	50,143	55,370	3,870
Total Revenues Before Transfers	\$ 724,224	\$ 664,550	\$ 669,552	\$ 647,089	\$ (17,461)
 TOTAL REVENUES AND TRANSFERS	 \$ 21,013,055	 \$ 21,560,125	 \$ 21,108,433	 \$ 26,370,595	 \$ 4,810,470



WATER AND WASTEWATER FUND OVERVIEW

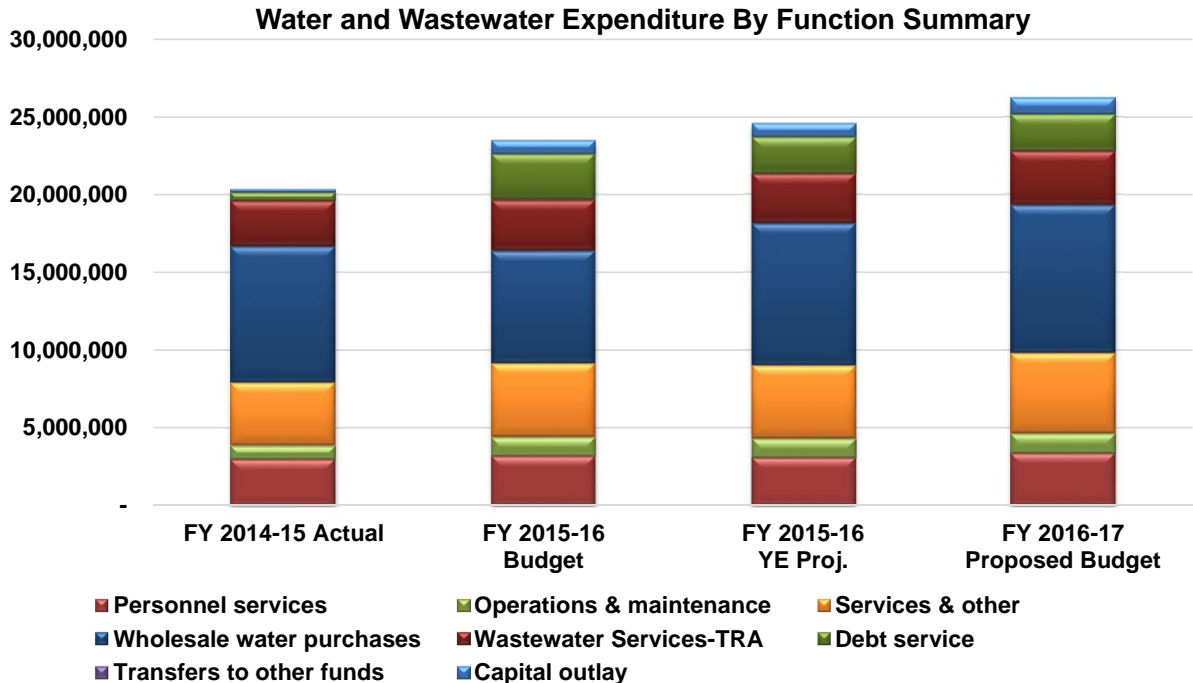
DETAIL OF WATER AND WASTEWATER FUND REVENUES

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>Operating Revenues</u>					
Water Sales & Service	\$ 14,315,721	\$ 14,705,855	\$ 14,376,183	\$ 17,581,511	\$ 2,875,656
Unclassified Water Revenue	11,059	5,000	9,007	4,757	(243)
Sewer Sales & Service	5,962,051	6,184,720	6,053,691	8,137,238	1,952,518
Total Operating Revenues	\$ 20,288,831	\$ 20,895,575	\$ 20,438,881	\$ 25,723,506	\$ 4,827,931
<u>Miscellaneous Fees</u>					
Water Taps & Connect Fees	\$ 125,000	\$ 102,500	\$ 93,654	\$ 71,772	\$ (30,728)
Hydrant Meter Fees	9,975	10,000	6,116	4,792	(5,208)
Sewer Tap Fees	5,650	5,000	4,962	3,861	(1,139)
Sewer Camera System Services	56,250	60,000	31,802	53,826	(6,174)
Meter Box & Lid Fees	-	100	-	-	(100)
Reconnect Fees	30,065	28,000	28,931	29,513	1,513
Account Activation Fee	28,920	27,000	25,190	24,605	(2,395)
Account Transfer Fee	1,365	1,350	1,331	1,350	-
Inspection Fees-W&S	102,917	75,000	78,819	82,000	7,000
Penalty Revenue	205,217	175,000	221,196	201,910	26,910
Other Services	12,782	7,000	12,903	10,595	3,595
Administrative Svcs-Drainage	75,000	97,000	97,000	90,810	(6,190)
Recycling Bins/Lids	40	100	-	32	(68)
Total Miscellaneous Fees	\$ 653,181	\$ 588,050	\$ 601,904	\$ 575,066	\$ (12,984)
<u>Other Revenue</u>					
Interest Revenue-Investments	\$ 16,653	\$ 25,000	\$ 17,505	\$ 16,653	\$ (8,347)
Write Off Recovery	4,421	4,500	3,017	3,727	(773)
Premium On Debt Issuance	0	-	-	-	-
I/G Rev-Lake Turner M.U.D.	-	-	-	-	-
I/G Rev-Southlake W/W Reimb	38,410	35,000	39,532	44,000	9,000
Gain/Loss On Disp Of Assets	-	-	-	-	-
Cash (Over)Short	(55)	-	21	-	-
Miscellaneous Revenue	11,446	12,000	7,558	7,643	(4,357)
Auction Proceeds	167	-	15	-	-
Gain/Loss On Disp Of Assets	-	-	-	-	-
Total Other Revenue	\$ 71,043	\$ 76,500	\$ 67,648	\$ 72,023	\$ (4,477)
TOTAL REVENUES AND TRANSFERS	\$ 21,013,055	\$ 21,560,125	\$ 21,108,433	\$ 26,370,595	\$ 4,810,470

WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND EXPENDITURES

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 2,993,371	\$ 3,198,827	\$ 3,085,556	\$ 3,384,023	\$ 185,196
Operations & maintenance	871,733	1,209,615	1,221,540	1,251,675	42,060
Services & other	4,040,130	4,731,828	4,706,862	5,179,811	447,983
Wholesale water purchases	8,768,317	7,240,000	9,126,112	9,504,424	2,264,424
Wastewater Services-TRA	2,943,239	3,274,043	3,205,708	3,482,963	208,920
Debt service	533,593	2,965,595	2,349,001	2,368,742	(596,853)
Transfers to other funds	12,255	-	-	-	-
Capital outlay	196,513	899,105	895,525	1,091,825	192,720
TOTAL	\$ 20,359,152	\$ 23,519,013	\$ 24,590,304	\$ 26,263,462	\$ 2,744,449

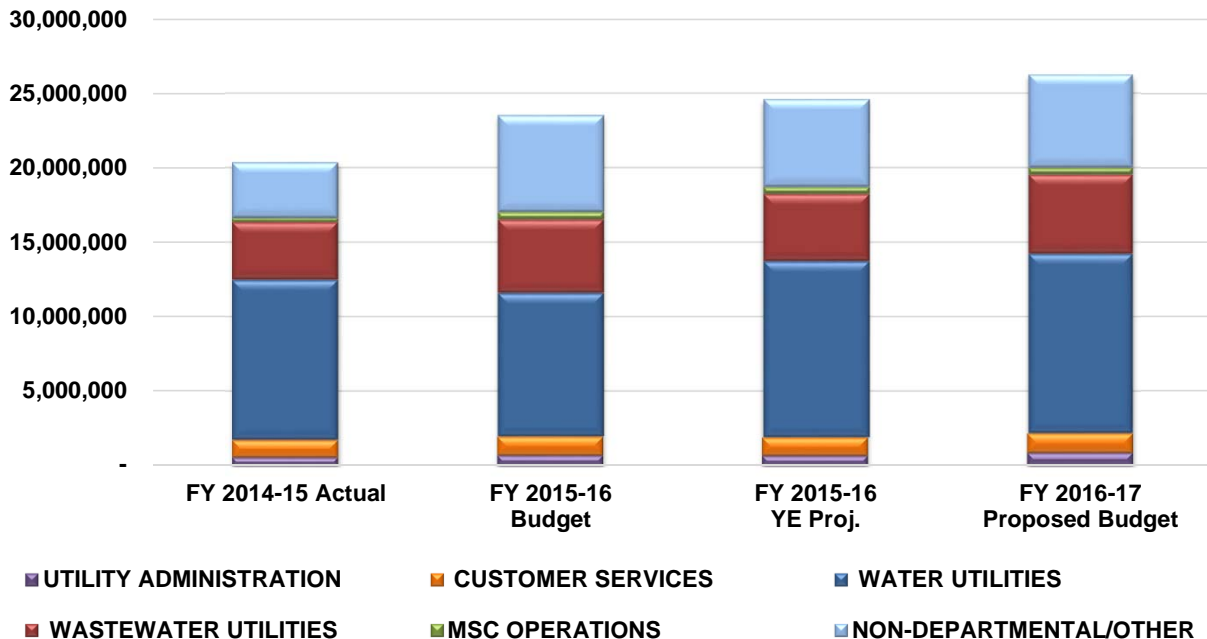


WATER AND WASTEWATER FUND OVERVIEW

EXPENDITURES

<u>EXPENDITURES BY ACTIVITY/DEPARTMENT:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
UTILITY ADMINISTRATION	\$ 558,581	\$ 688,103	\$ 664,639	\$ 864,745	\$ 176,642
<u>CUSTOMER SERVICES</u>					
Administration	862,143	950,469	926,271	975,989	25,520
Field Services	296,018	322,959	299,445	335,635	12,676
CUSTOMER SERVICES	\$ 1,158,161	\$ 1,273,428	\$ 1,225,716	\$ 1,311,624	\$ 38,196
<u>WATER UTILITIES</u>					
Water Production	9,213,919	7,780,065	9,641,891	10,306,406	2,526,341
Water Distribution	1,537,972	1,851,872	2,188,381	1,729,926	(121,946)
WATER UTILITIES	\$ 10,751,891	\$ 9,631,937	\$ 11,830,272	\$ 12,036,332	\$ 2,404,395
<u>WASTEWATER UTILITIES</u>					
Wastewater Collection	927,489	1,643,242	1,318,648	1,837,916	194,674
Wastewater Treatment	2,943,239	3,274,043	3,205,708	3,482,963	208,920
WASTEWATER UTILITIES	\$ 3,870,728	\$ 4,917,285	\$ 4,524,356	\$ 5,320,879	\$ 403,594
MSC OPERATIONS	\$ 260,805	\$ 493,995	\$ 450,336	\$ 446,818	\$ (47,177)
NON-DEPARTMENTAL/OTHER	\$ 3,758,986	\$ 6,514,265	\$ 5,894,985	\$ 6,283,065	\$ (231,200)
TOTAL	\$ 20,359,152	\$ 23,519,013	\$ 24,590,304	\$ 26,263,462	\$ 2,744,449

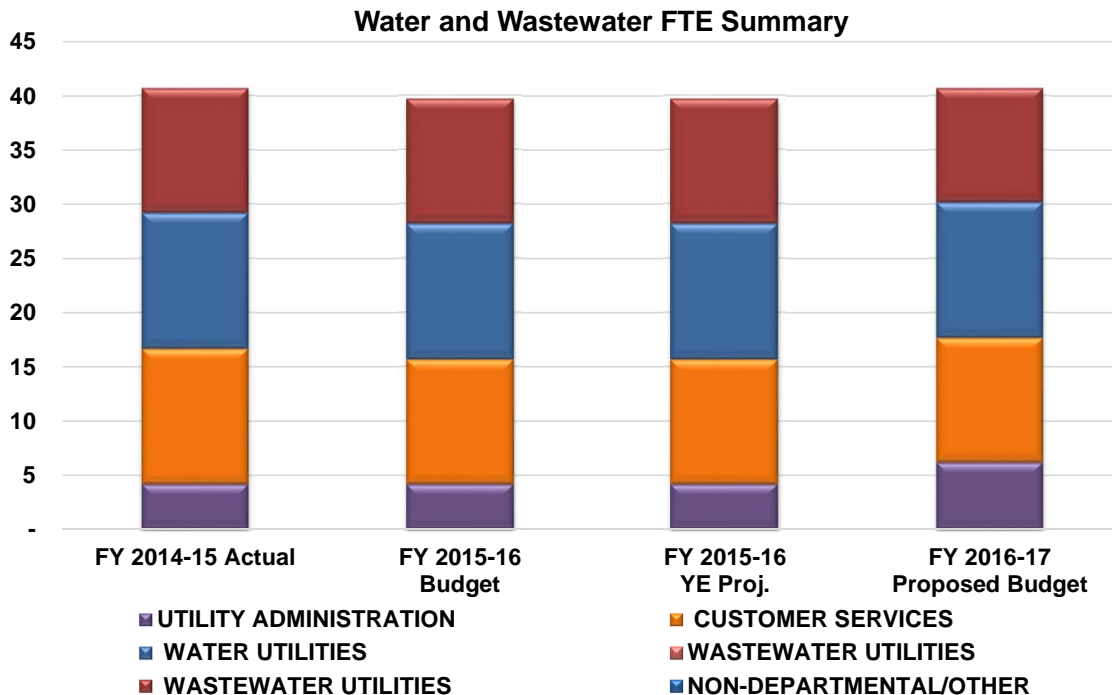
Water and Wastewater Expenditure Summary By Department



WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND PERSONNEL (Full-Time Equivalent Positions - Includes Vacant Positions)

<u>PERSONNEL BY ACTIVITY/DEPT:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
UTILITY ADMINISTRATION	4.17	4.17	4.17	6.17	2.00
<u>CUSTOMER SERVICES</u>					
Administration	8.50	7.50	7.50	7.50	-
Field Services	4.00	4.00	4.00	4.00	-
CUSTOMER SERVICES	12.50	11.50	11.50	11.50	-
<u>WATER UTILITIES</u>					
Water Production	2.00	2.00	2.00	5.00	3.00
Water Distribution	10.50	10.50	10.50	7.50	(3.00)
WATER UTILITIES	12.50	12.50	12.50	12.50	-
<u>WASTEWATER UTILITIES</u>					
Wastewater Collection	11.50	11.50	11.50	10.50	(1.00)
Wastewater Treatment	-	-	-	-	-
WASTEWATER UTILITIES	11.50	11.50	11.50	10.50	(1.00)
MSC OPERATIONS	2.00	2.00	2.00	2.00	-
NON-DEPARTMENTAL/OTHER	-	-	-	-	-
TOTAL	42.67	41.67	41.67	42.67	1.00



WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND ENHANCEMENTS

<u>ENHANCEMENTS</u>	FY 2016-17 Proposed Budget
Water Supply Optimization Study	45,000
Water Production Operator	64,130
TOTAL	\$ 109,130

SUMMARY OF WATER AND WASTEWATER FUND ONE-TIME EXPENDITURES

<u>ONE-TIME EXPENDITURES</u>	FY 2016-17 Proposed Budget
Water Supply Optimization Study	45,000
TOTAL	\$ 45,000

UTILITY ADMINISTRATION

UTILITY ADMINISTRATION (200-700-01)

DEPARTMENT DESCRIPTION:

The functions of the Water & Wastewater Administration Department are under the direction of the Director of Public Works. The Division is responsible for the direction and administration of all facets of the utility operations, including customer service, supply services, work order processing, water production, water distribution, wastewater collection and environmental services.

DEPARTMENT/DIVISION GOALS:

Provide effective and efficient guidance and supervision of the Water, Wastewater, MSC Operations, and Environmental Services divisions.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continuously review and evaluate work methods and processes to determine changes that will result in improved efficiency and reduced operation and maintenance costs, throughout the fiscal year.
2. Work with division managers in improving their professional knowledge and skills through in-house and outside educational opportunities.
3. Review all budgets on a monthly basis to ensure cost containment and adherence to budget expenditure policies.
4. Coordinate and review the Water System Master Plan and Wastewater System Master Plan updates.
5. Coordinate and review the Sanitary Sewer Evaluation Study.
6. Manage the water conservation program.
7. Provide administration of the cross-connection control program, to include customer service inspections and backflow device testing.
8. Coordinate the annual mosquito control program, to include sample collection/testing, and mosquito spraying activities.

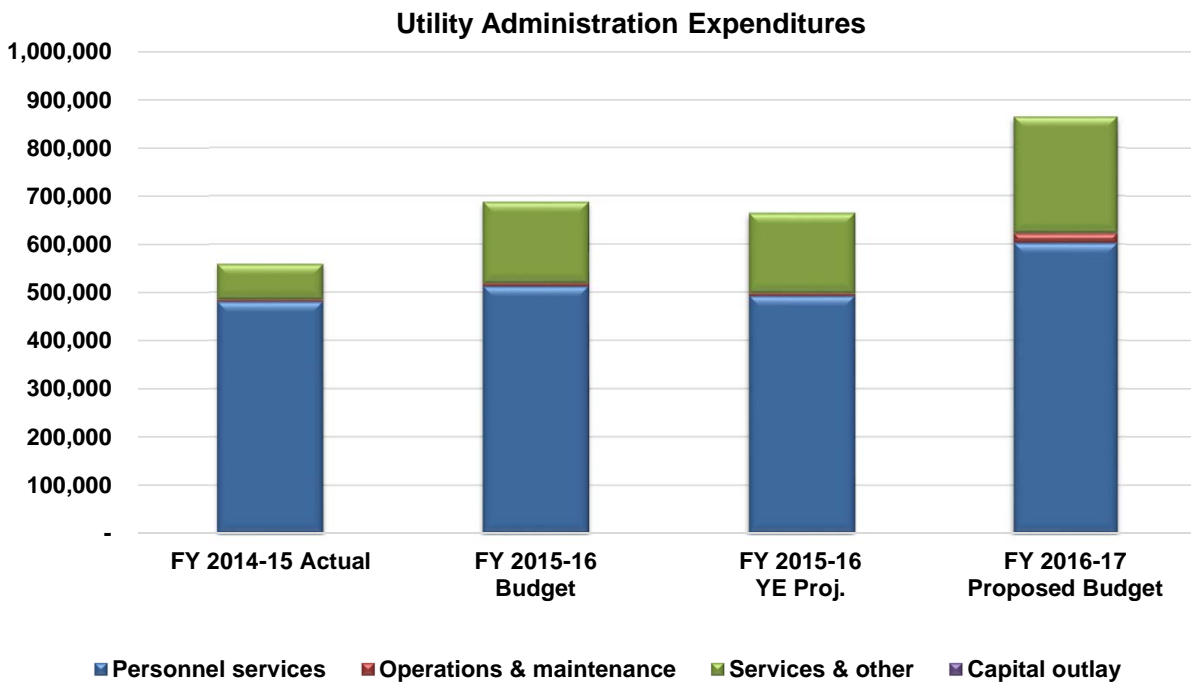
SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Conduct monthly management and training meetings	12		12	12
Review all division budgets (monthly)	12		12	12
Customer Service Inspections (CSI) performed	351		750	2,000
Backflow devices tested	4,779		4,000	4,000
Mosquito samples collected and tested	81		120	120
Mosquito spraying events conducted	1		6	6

UTILITY ADMINISTRATION

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 480,139	\$ 512,463	\$ 492,124	\$ 602,080	\$ 89,617
Operations & maintenance	4,379	5,905	5,905	20,905	15,000
Services & other	74,063	169,735	166,610	241,760	72,025
Capital outlay	-	-	-	-	-
TOTAL	\$ 558,581	\$ 688,103	\$ 664,639	\$ 864,745	\$ 176,642

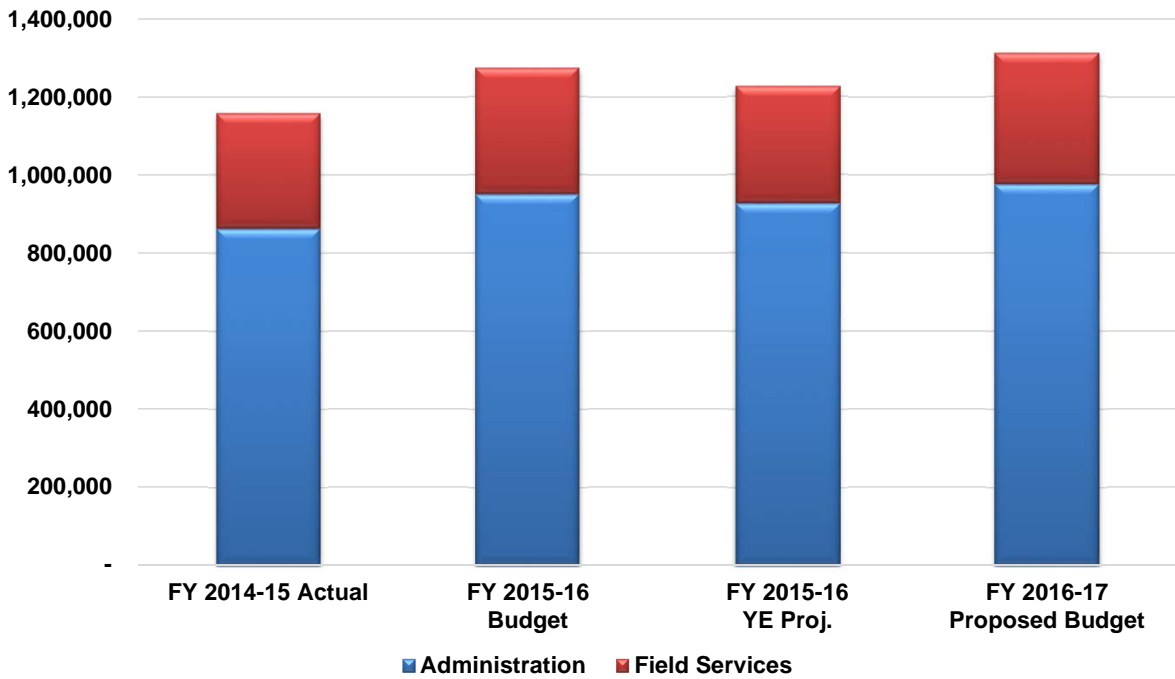
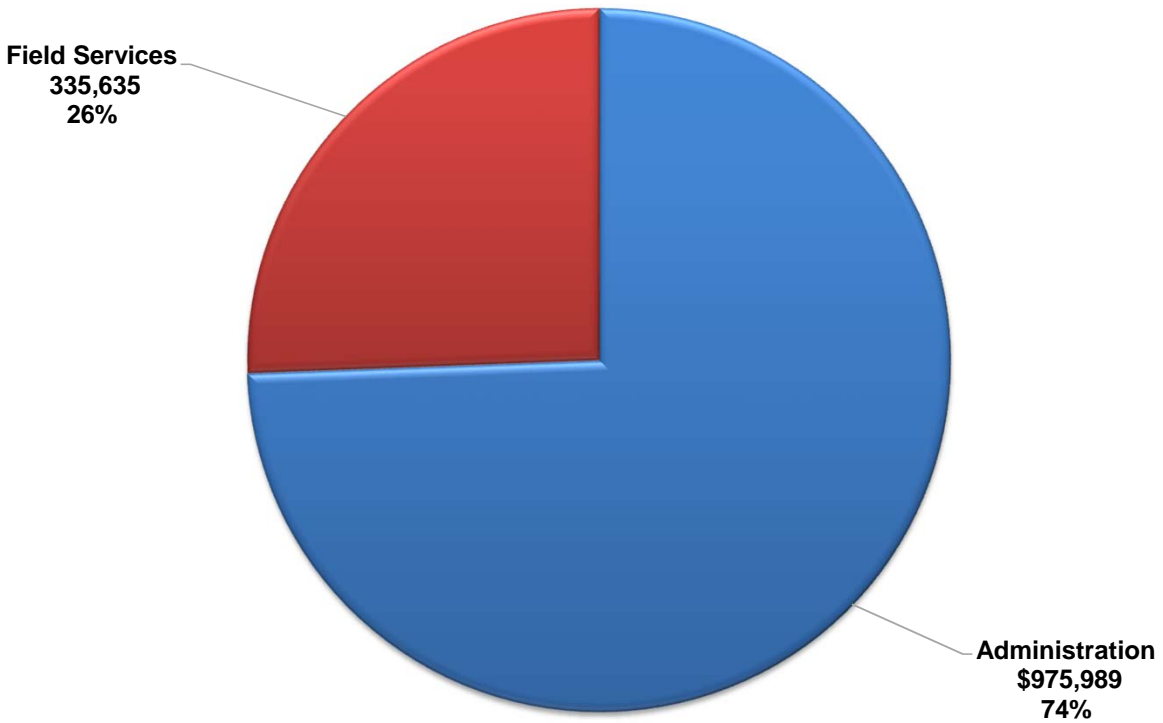


PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water/Sewer Superintendent	1.00	1.00	1.00	1.00	-
Engineer I	1.00	1.00	1.00	1.00	-
Senior Project Engineer	0.50	0.50	0.50	0.50	-
Construction Inspector	-	-	-	1.00	1.00
Environmental Services Specialist	-	-	-	1.00	1.00
Customer Service Coordinator	0.67	0.67	0.67	0.67	-
Customer Service Tech.	1.00	1.00	1.00	1.00	-
TOTAL	4.17	4.17	4.17	6.17	2.00

CUSTOMER SERVICES

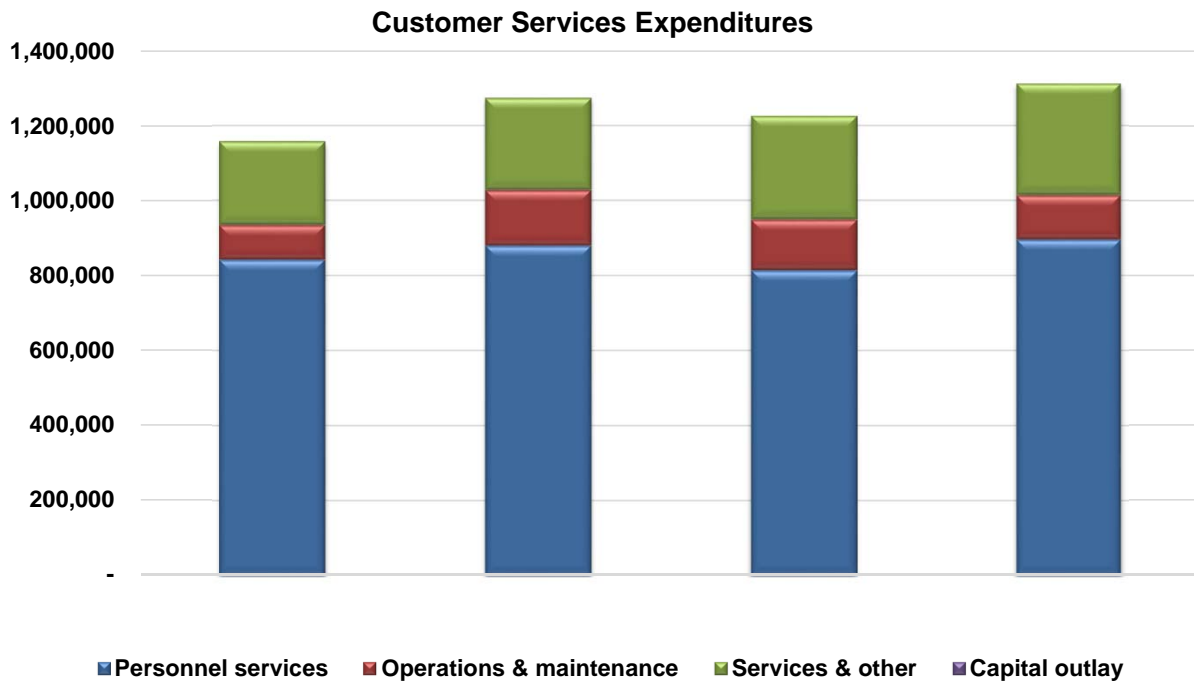


CUSTOMER SERVICES DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 862,143	\$ 950,469	\$ 926,271	\$ 975,989	\$ 25,520
Field Services	296,018	322,959	299,445	335,635	12,676
TOTAL	\$ 1,158,161	\$ 1,273,428	\$ 1,225,716	\$ 1,311,624	\$ 38,196

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 841,800	\$ 879,319	\$ 813,387	\$ 895,916	\$ 16,597
Operations & maintenance	92,628	148,291	135,291	117,825	(30,466)
Services & other	223,733	245,818	277,038	297,883	52,065
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,158,161	\$ 1,273,428	\$ 1,225,716	\$ 1,311,624	\$ 38,196



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	8.50	7.50	7.50	7.50	-
Field Services	4.00	4.00	4.00	4.00	-
TOTAL	12.50	11.50	11.50	11.50	-

CUSTOMER SERVICES DEPARTMENT ADMINISTRATION DIVISION (200-710-01)

DEPARTMENT DESCRIPTION:

The Customer Services/Administration Division is responsible for administering the City's revenue generation for water, wastewater, residential solid waste and drainage utilities. These activities include administrative oversight of the water meter reading, billing and collections, connect and disconnects, inquiries and other duties.

DEPARTMENT/DIVISION GOALS:

1. Continue to provide timely and efficient customer service.
2. Provide timely and accurate billing statements.
3. Minimize water losses by identifying slow and stopped water meters, with timely investigation and or meter replacement.
4. Maintain and improve the automated /online payment processing to better serve utility customers.
5. Assist and educate customers with respect to water conservation and efficient uses.
6. Maintain electronic (wireless) meter reading program.
7. Work with collection agency to recover outstanding delinquent utility bills.
8. Continue to monitor the Identity Theft Prevention Program, required by law.

DEPARTMENT/DIVISION OBJECTIVES:

1. Establish paperless work order system using STW software and Tablets for Field Services.
2. Continue to promote error free environment.
3. Strive for reliability with consistent performance that exceeds expectations of all customers.
4. To continually learn and adopt current best practices within Utility Billing.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Customer meter reading routes maintained	70		70	70
Number of billing cycles	2		2	2
Water customers billed	183,641		183,530	183,800
Sewer customers billed	154,794		154,684	155,000
Drainage customers billed	175,888		176,188	176,488
Garbage customers billed	158,833		159,133	159,433
Total water gallons billed (millions gallons)	2,683,363		2,000,000	2,300,000
Annual delinquent statements processed	18,623		15,504	15,000
E-mailed delinquent statements processed	1,887		2,100	2,000
Customer security deposits processed	1,928		2,025	2,200
Services disconnected for non-payment	1,259		1,300	1,300
Customer transfers/final accounts processed	2,132		1,600	1,650
Number of on-line /automated payments (000's)	62,646		63,000	64,000
Total amount of online/automated payments (000's)	15,552,770		16,000,000	17,000,000
Total amount of online/automated payments (000's)	96,244		97,000	98,000
Number of lockbox payments processed	56,152		57,000	58,000
Total amount of lockbox payments processed (000's)	7,761,292		7,800,000	7,900,000

CUSTOMER SERVICES DEPARTMENT ADMINISTRATION DIVISION (200-710-01)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS

Monthly average billing:			
Average monthly water customers billed	15,303	15,464	15,700
Average monthly sewer customers billed	12,899	13,092	14,000
Average monthly drainage customers billed	14,647	14,809	15,000
Average monthly garbage customers billed	13,236	14,028	14,450
Average water usage per customer	15,827	11,970	14,000
Average water bill per customer	73.77	68.13	75.00
Average water revenue 1,000 gallons billed	5.09	4.91	5.00
Average sewer bill per customer	46.97	38.45	47.00
Average drainage bill per customer	9.15	9.16	9.20
Average garbage per customer	11.18	11.91	11.18
Average daily phone inquires	65	70	70

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 573,039	\$ 595,140	\$ 549,077	\$ 597,337	\$ 2,197
Operations & maintenance	79,327	124,701	115,201	95,350	(29,351)
Services & other	209,777	230,628	261,993	283,302	52,674
Capital outlay	-	-	-	-	-
TOTAL	\$ 862,143	\$ 950,469	\$ 926,271	\$ 975,989	\$ 25,520

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Finance	0.25	0.25	0.25	0.25	-
Assistant Director of Finance	0.25	0.25	0.25	0.25	-
Utility Billing Manager	1.00	1.00	1.00	1.00	-
Senior Accountant	1.00	1.00	1.00	1.00	-
Utility Billing Supervisor	1.00	1.00	1.00	1.00	-
Utility Fee Technician	1.00	1.00	1.00	1.00	-
UB Technician	1.00	-	-	-	-
Customer Service Representative	3.00	3.00	3.00	3.00	-
TOTAL	8.50	7.50	7.50	7.50	-

CUSTOMER SERVICES DEPARTMENT

FIELD SERVICES DIVISION (200-710-70)

DEPARTMENT DESCRIPTION:

The Customer Service/Field Services Division is responsible for field activities for utility billing duties. Included within these activities are the meter reading, customer connects and disconnects, customer transfers, and investigations of billing inquiries. The Field Services Division is also responsible for new meter installation and meter maintenance. Included within these activities are new meter sets, state mandated testing and replacement programs, electronic troubleshooting and meter box replacement and maintenance.

DEPARTMENT/DIVISION GOALS:

1. Continue to provide timely and efficient customer service.
2. Maintain meter reading accuracy rate of at least 99.9% of total meters read by ensuring that meters are in proper working order, and utilizing automated meter reading technology.
3. Minimize water losses by identifying slow and stopped water meters, with timely investigation and/or meter replacement.
4. Assist and educate customers with respect to water conservation.
5. Maintain radio (wireless) meter reading.
6. Meter replacement program average 1,600 per year, per conservation ordinance.
7. Continue to promote safety awareness (goal to be accident free)

DEPARTMENT/DIVISION OBJECTIVES:

1. Establish paperless work system using STW software and Tablets.
2. Continue to promote error free environment.
3. To continually learn and adopt current best practices within Field Services.
4. Continue to promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions to the City's vision.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2013-2014 ACTUAL	FY 2014-2015 BUDGET	FY 2014-2015 ESTIMATE	FY 2015-2016 BUDGET
Customer meter reading routes maintained	70	70	70	70
Service calls made to customers (including re-reads)	4,377	459	4,200	4,000
Total water meters read (monthly average)	15,773	15712	15,882	16,000
Work orders completed	13,654	13952	13,000	14,000
Annual meter exchanges	1,130	1540	1,600	1,600
Annual new meter sets	383	500	200	300

PERFORMANCE INDICATORS

Billing cycles read on schedule	100%	100	100%	100%
Meter reading accuracy rate	99.60%	99.90%	99.90%	99.90%
Average hours to read a billing cycle	20	20	20	20
Manual re-reads as a % of total meter reads	0.05%	0.03%	0.03%	0.03%

CUSTOMER SERVICES DEPARTMENT FIELD SERVICES DIVISION (200-710-70)

EXPENDITURE SUMMARY

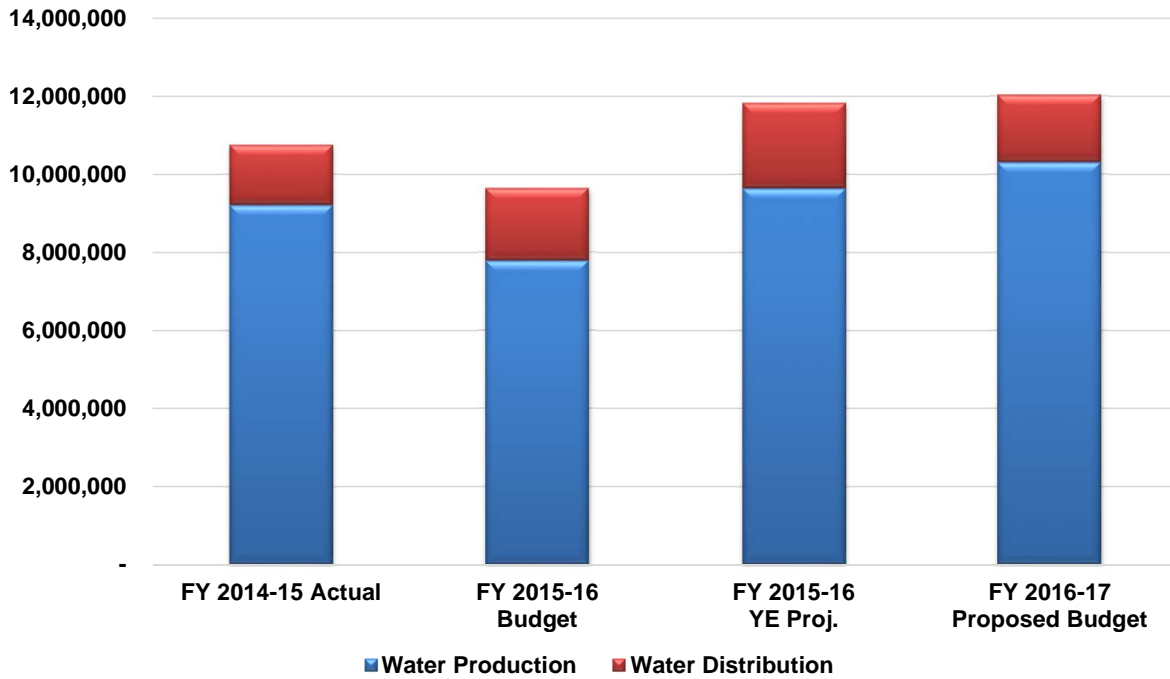
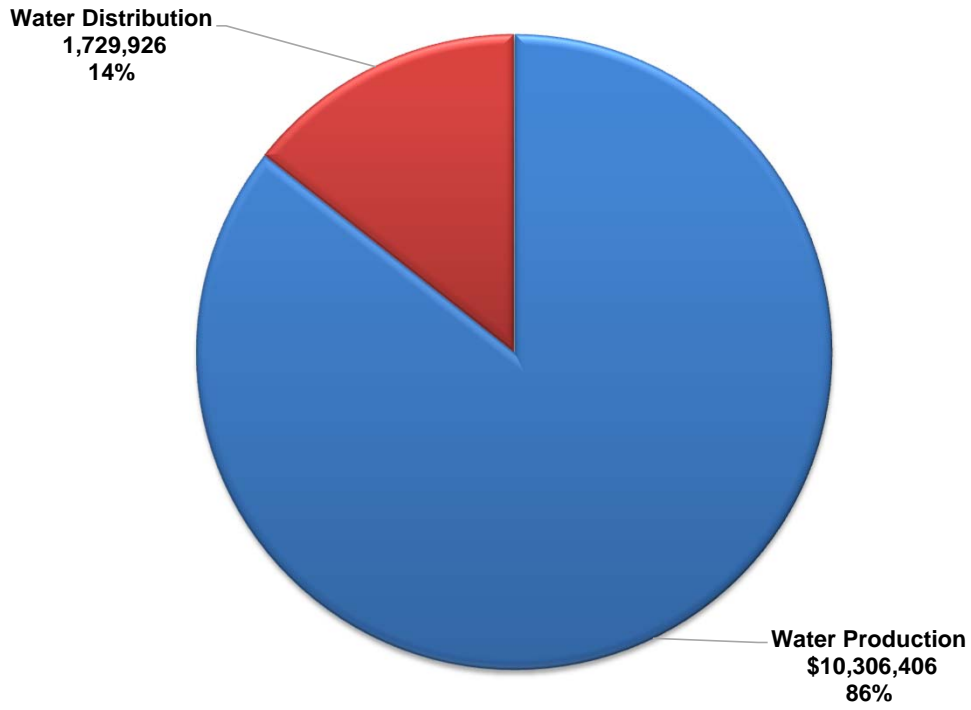
<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 268,761	\$ 284,179	\$ 264,310	\$ 298,579	\$ 14,400
Operations & maintenance	13,301	23,590	20,090	22,475	(1,115)
Services & other	13,957	15,190	15,045	14,581	(609)
Capital outlay	-	-	-	-	-
TOTAL	\$ 296,018	\$ 322,959	\$ 299,445	\$ 335,635	\$ 12,676

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Field Service Maint. Technician	4.00	4.00	4.00	4.00	-
TOTAL	4.00	4.00	4.00	4.00	-

WATER UTILITIES

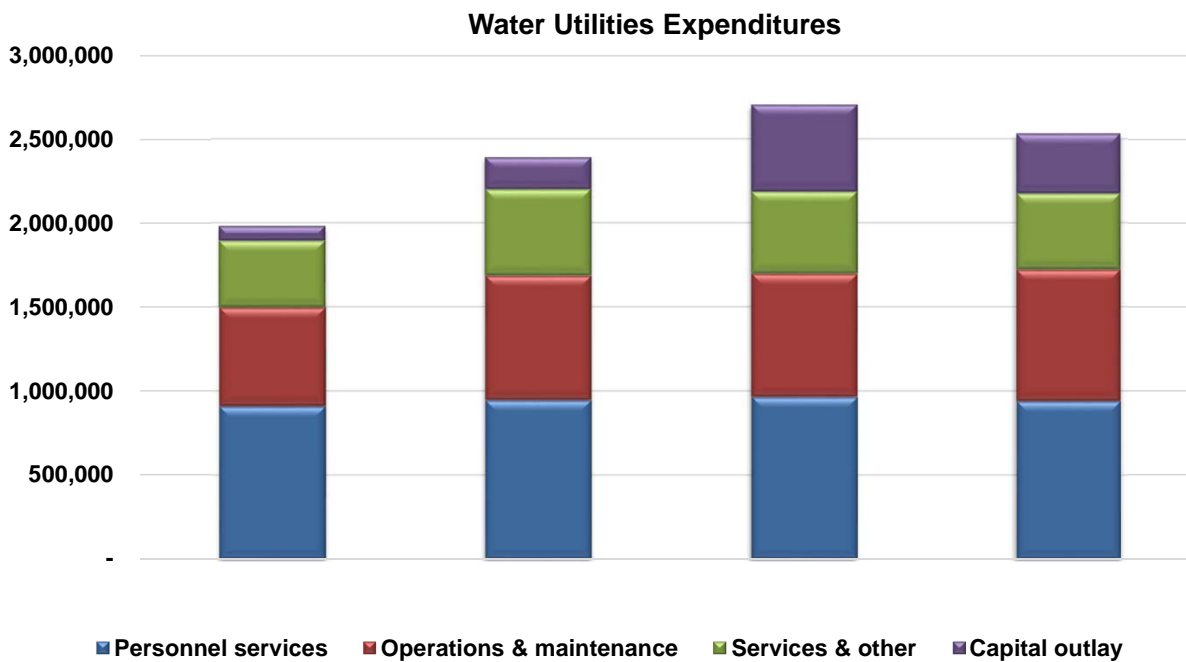


WATER UTILITIES DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Water Production	\$ 9,213,919	\$ 7,780,065	\$ 9,641,891	\$ 10,306,406	\$ 2,526,341
Water Distribution	1,537,972	1,851,872	2,188,381	1,729,926	(121,946)
TOTAL	\$ 10,751,891	\$ 9,631,937	\$ 11,830,272	\$ 12,036,332	\$ 2,404,395

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 910,444	\$ 945,420	\$ 966,098	\$ 940,818	\$ (4,602)
Operations & maintenance	586,724	742,117	732,117	782,450	40,333
Services & other	396,948	512,575	489,120	451,815	(60,760)
Wholesale water purchases	8,768,317	7,240,000	9,126,112	9,504,424	2,264,424
Capital outlay	89,457	191,825	516,825	356,825	165,000
TOTAL	\$ 10,751,891	\$ 9,631,937	\$ 11,830,272	\$ 12,036,332	\$ 2,404,395



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water Production	2.00	2.00	2.00	5.00	3.00
Water Distribution	10.50	10.50	10.50	7.50	(3.00)
TOTAL	12.50	12.50	12.50	12.50	-

WATER UTILITIES DEPARTMENT

WATER PRODUCTION DIVISION (200-730-74)

DEPARTMENT DESCRIPTION:

The Water Production Division is responsible for providing and delivering an adequate supply of safe, potable water to meet the demands of the City's water users, in compliance with State and Federal regulations. The source of the City's water supply is the City of Fort Worth Water Department pursuant to a 21-year wholesale water supply contract approved in November 2010. The City of Keller owns and operates three high-service pump stations, a 50% portion of the operation/maintenance of the Keller/Southlake service pump station with the City of Southlake (which provides water to Pearson Pump Station), two 1.5-million and one 1-million gallon elevated water towers (elevated storage tanks), and two 3-million gallon ground storage tanks.

DEPARTMENT/DIVISION GOALS:

1. Provide an adequate supply of safe, potable water.
2. Maintain the appearance and good working condition of water pumping stations and storage facilities.
3. Comply with State and Federal regulations regarding water quality, etc.

DEPARTMENT/DIVISION OBJECTIVES:

1. Monitor and control the City's water pumping stations and storage facilities through the operation of the Supervisory Control and Data Acquisition (SCADA) system.
2. Perform daily site inspections to ensure that facilities are secure and equipment is functioning properly.
3. Coordinate with Mowing Services Contractor to ensure that facility grounds are properly maintained.
4. Monitor water quality and flush dead-end water lines in order to maintain disinfectant residuals.
5. Collect required monthly and quarterly water samples to ensure compliance with Environmental Protection Agency and Texas Commission on Environmental Quality regulations.
6. Collect new construction water samples and deliver to laboratory for analysis.
7. Perform required water quality field testing to comply with the Nitrification Action Plan (NAP).

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Elevated storage capacity (million gallons)	4.0	4.0	4.0	4.0
Ground storage capacity (million gallons)	6.0	6.0	6.0	6.0
Total storage capacity (million gallons)	10.0	10.0	10.0	10.0
Total daily water supply (million gallons) per COFW contract	27.0	27.0	27.0	27.0
Total daily pumping capacity (million gallons)	21.7	21.7	21.7	21.7
Total wholesale gallons purchased (million gallons)	2,807.7	3344.8	3,000.0	3,000.0
Peak day water demand (million gallons)	21.6	22.0	22.0	22.0
Dead-end water lines flushed	1,308	1,300	1,300	1,300
Water samples collected/tested	720	720	720	720

PERFORMANCE INDICATORS

Average daily water usage (million gallons)	7.8	7.8	7.8	0.0
Average cost per 1,000 gallons of wholesale water purchased	\$0.00	0.00%	\$0.00	\$0.00
Base (winter) average daily water demand (million gallons)	4.2	4.2%	6.4	0.0
Base (winter) demand per capita (gallons)	0.0	0.0	0.0	0.0
Peak day water demand per capita (gallons)	0.0	0.0	0.0	0.0

WATER UTILITIES DEPARTMENT WATER PRODUCTION DIVISION (200-730-74)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 161,820	\$ 170,890	\$ 170,729	\$ 375,454	\$ 204,564
Operations & maintenance	53,478	86,900	86,900	115,280	28,380
Services & other	230,303	282,275	258,150	311,248	28,973
Wholesale water purchases	8,768,317	7,240,000	9,126,112	9,504,424	2,264,424
Capital outlay	-	-	-	-	-
TOTAL	\$ 9,213,919	\$ 7,780,065	\$ 9,641,891	\$ 10,306,406	\$ 2,526,341

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
SCADA Operator	-	-	-	2.00	2.00
Water Production Supervisor	1.00	1.00	1.00	1.00	-
Water Production Operator	1.00	1.00	1.00	2.00	1.00
TOTAL	2.00	2.00	2.00	5.00	3.00

WATER UTILITIES DEPARTMENT

WATER DISTRIBUTION DIVISION (200-730-75)

DEPARTMENT DESCRIPTION:

The Water Distribution Division is responsible for operating and maintaining the water distribution facilities necessary to serve the City's residential, commercial and industrial water customers. Included in the division's responsibilities are installing and maintaining water meters, repairing and replacing water mains and services, installing new water mains and water taps, and installing and maintaining water valves and fire hydrants.

DEPARTMENT/DIVISION GOALS:

Perform necessary maintenance and repairs to water mains and services, water valves, fire hydrants, and related facilities throughout the distribution system in order to minimize any disruption of service.

DEPARTMENT/DIVISION OBJECTIVES:

1. Locate and repair water main and service line leaks.
2. Maintain, inspect, repair, and replace water valves. Collect GPS coordinates.
3. Inspect, repair, and maintain fire hydrants in good working condition.
4. Install water service lines (water taps) as required for new customers.
5. Locate City-owned water lines for contractors and excavators.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total miles of water mains maintained	288	286	295	302
Total number of water valves maintained	5,600	5,600	5,700	5,800
Total number of fire hydrants maintained	2,200	2,200	2,300	2,400
Work orders completed	1,531	1,800	1,500	1,500
Water taps installed	23	New Measure	20	20
Line locates performed	303	New Measure	300	300

WATER UTILITIES DEPARTMENT WATER DISTRIBUTION DIVISION (200-730-75)

EXPENDITURE SUMMARY

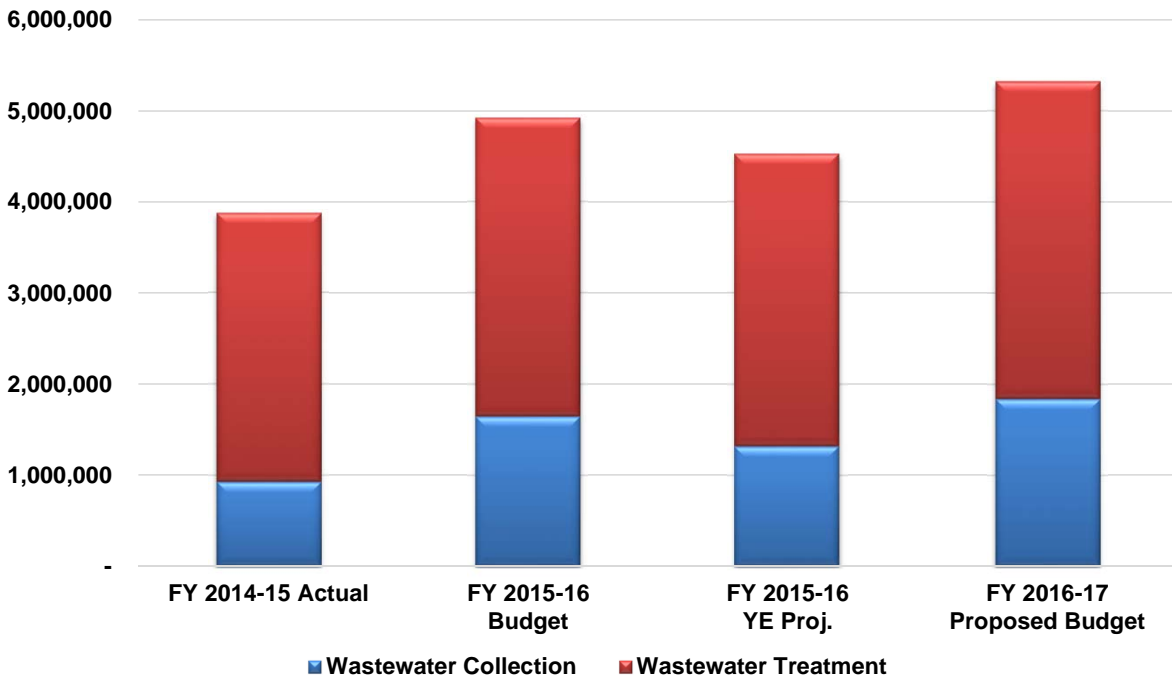
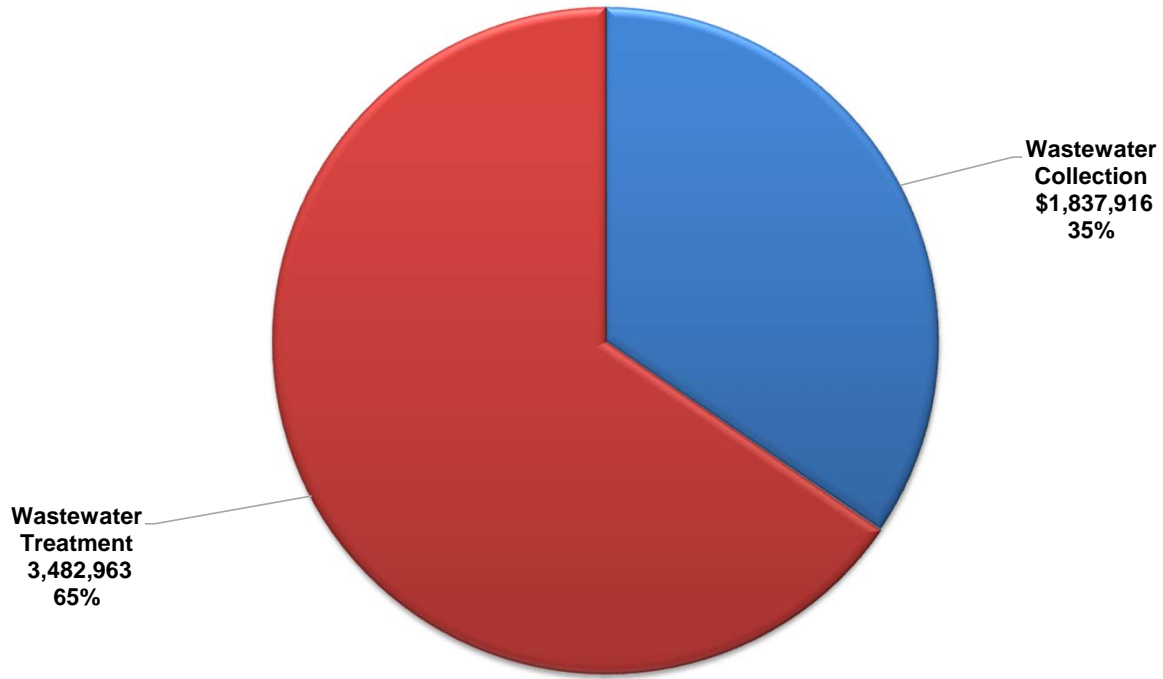
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 748,624	\$ 774,530	\$ 795,369	\$ 565,364	\$ (209,166)
Operations & maintenance	533,246	655,217	645,217	667,170	11,953
Services & other	166,645	230,300	230,970	140,567	(89,733)
Capital outlay	89,457	191,825	516,825	356,825	165,000
TOTAL	\$ 1,537,972	\$ 1,851,872	\$ 2,188,381	\$ 1,729,926	\$ (121,946)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water/Sewer Foreman	0.50	0.50	0.50	0.50	-
Construction Inspector	1.00	1.00	1.00	-	(1.00)
Environmental Services Specialist	1.00	1.00	1.00	-	(1.00)
Water/Sewer Crew Leader	2.00	2.00	2.00	2.00	-
Water/Sewer Maintenance Worker II	2.00	2.00	2.00	2.00	-
Water/Sewer Maintenance Worker	3.00	3.00	3.00	3.00	-
SCADA Operator	1.00	1.00	1.00	-	(1.00)
TOTAL	10.50	10.50	10.50	7.50	(3.00)

WASTEWATER UTILITIES

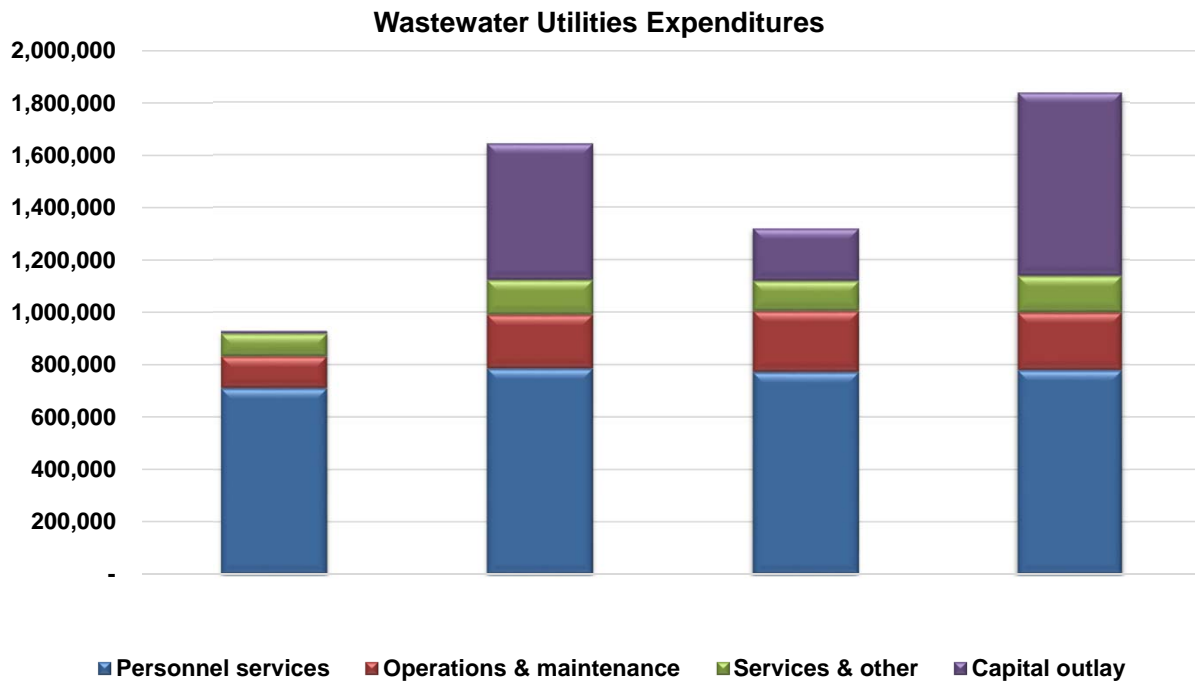


WASTEWATER UTILITIES DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Wastewater Collection	\$ 927,489	\$ 1,643,242	\$ 1,318,648	\$ 1,837,916	\$ 194,674
Wastewater Treatment	2,943,239	3,274,043	3,205,708	3,482,963	208,920
TOTAL	\$ 3,870,728	\$ 4,917,285	\$ 4,524,356	\$ 5,320,879	\$ 403,594

<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 709,525	\$ 784,965	\$ 771,606	\$ 778,490	\$ (6,475)
Operations & maintenance	121,164	204,837	231,912	219,445	14,608
Services & other	86,801	132,310	115,130	139,981	7,671
Wastewater Services-TRA	2,943,239	3,274,043	3,205,708	3,482,963	208,920
Capital outlay	10,000	521,130	200,000	700,000	178,870
TOTAL	\$ 3,870,728	\$ 4,917,285	\$ 4,524,356	\$ 5,320,879	\$ 403,594



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Wastewater Collection	11.50	11.50	11.50	10.50	(1.00)
Wastewater Treatment	-	-	-	-	-
TOTAL	11.50	11.50	11.50	10.50	(1.00)

WASTEWATER UTILITIES DEPARTMENT

WASTEWATER COLLECTION DIVISION (200-750-80)

DEPARTMENT DESCRIPTION:

The Wastewater Collection Division is responsible for operating and maintaining the facilities necessary to serve the City's residential, commercial and industrial wastewater customers. This includes facilities for collecting and transporting wastewater from the point of origin to the main interceptor line (Trinity River Authority), while providing a safe and healthy environment. Duties of the division also include maintenance of lift stations, wastewater manholes, mains and services, and installation of new wastewater mains, taps and services.

DEPARTMENT/DIVISION GOALS:

Perform necessary maintenance and repairs to wastewater mains and services, manholes, lift stations, and related facilities throughout the collection system in order to minimize any disruption of service.

DEPARTMENT/DIVISION OBJECTIVES:

1. Repair breaks and defects in wastewater mains and service lines.
2. Install wastewater service lines (sewer taps) as required for new customers.
3. Perform routine maintenance cleaning of wastewater lines to minimize service interruptions.
4. Inspect, repair, and maintain lift stations in good working condition.
5. Maintain, inspect, repair, and replace wastewater manholes. Collect GPS coordinates.
6. Locate City-owned wastewater lines for contractors and excavators.
7. Conduct internal CCTV pipe inspections of wastewater mains and services to assess the physical condition and identify sections in need of repair or replacement.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Total miles of wastewater mains maintained	198	196	202	206
Total miles of wastewater mains cleaned	59.5	40	60.0	60.0
Total miles of wastewater lines video inspected	7.5	10.0	5.0	5.0
Work orders completed	1,507	1,400	1,400	1,400
Sewer manholes maintained	3,100	3,100	3,200	3,300
Sewer manholes inspected	246	240	240	240
Lift stations maintained	7	7	7	6
Sewer taps installed	10	New Measure	6	6
Line locates performed	303	New Measure	300	300
Number of active wastewater customers as of September 30th	13,030	13,200	13,200	13,350

WASTEWATER UTILITIES DEPARTMENT WASTEWATER COLLECTION DIVISION (200-750-80)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 709,525	\$ 784,965	\$ 771,606	\$ 778,490	\$ (6,475)
Operations & maintenance	121,164	204,837	231,912	219,445	14,608
Services & other	86,801	132,310	115,130	139,981	7,671
Capital outlay	10,000	521,130	200,000	700,000	178,870
TOTAL	\$ 927,489	\$ 1,643,242	\$ 1,318,648	\$ 1,837,916	\$ 194,674

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water/Sewer Foreman	0.50	0.50	0.50	0.50	-
Water/Sewer Crew Leader	2.00	2.00	2.00	2.00	-
Water/Sewer Maintenance Worker II	3.00	3.00	3.00	4.00	1.00
Water/Sewer Maintenance Worker	4.00	4.00	4.00	3.00	(1.00)
Sewer Inspection Technician	1.00	1.00	1.00	1.00	-
SCADA Operator	1.00	1.00	1.00	-	(1.00)
TOTAL	11.50	11.50	11.50	10.50	(1.00)

WASTEWATER UTILITIES DEPARTMENT

WASTEWATER TREATMENT DIVISION (200-750-81)

DEPARTMENT DESCRIPTION:

The Wastewater Treatment Division is responsible for the management of the Trinity River Authority (TRA) wastewater treatment contract with the City. The City contracts with TRA to provide wastewater treatment services on behalf of the City's wastewater customers. The City's wastewater is collected in the collection system and then treated by the TRA, at their Central Regional Wastewater Treatment Plant, or the Denton Creek Wastewater Treatment Plant. Other duties of the division include accurate record keeping of wastewater flows and accurate data collection of industrial sampling, to ensure proper management of and conformance with the contract.

DEPARTMENT/DIVISION GOALS:

1. Review pretreatment sampling records to ensure compliance with state and federal rules and regulations.
2. Review monthly wastewater flows from the collection system to facilitate decisions regarding capacity of the collection system and TRA treatment plants.

EXPENDITURE SUMMARY

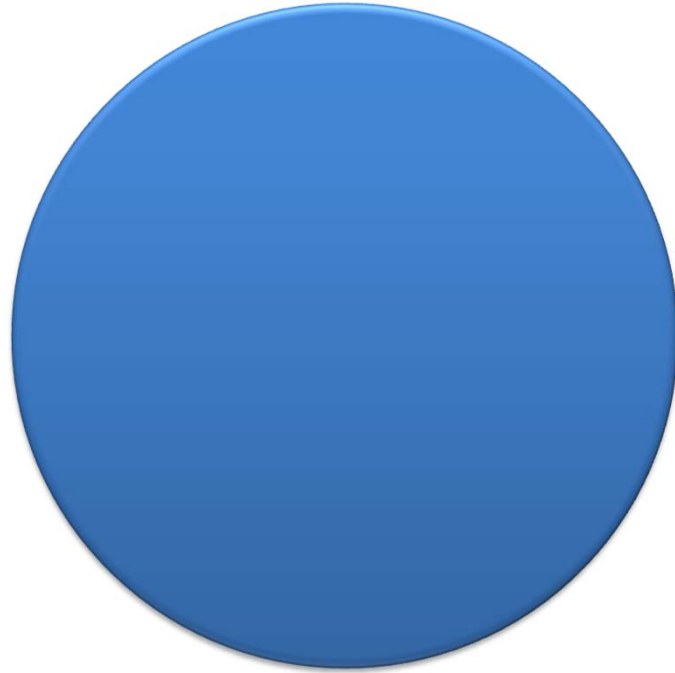
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Wastewater Services-TRA	2,943,239	3,274,043	3,205,708	3,482,963	208,920
TOTAL	\$ 2,943,239	\$ 3,274,043	\$ 3,205,708	\$ 3,482,963	208,920

PERSONNEL SUMMARY

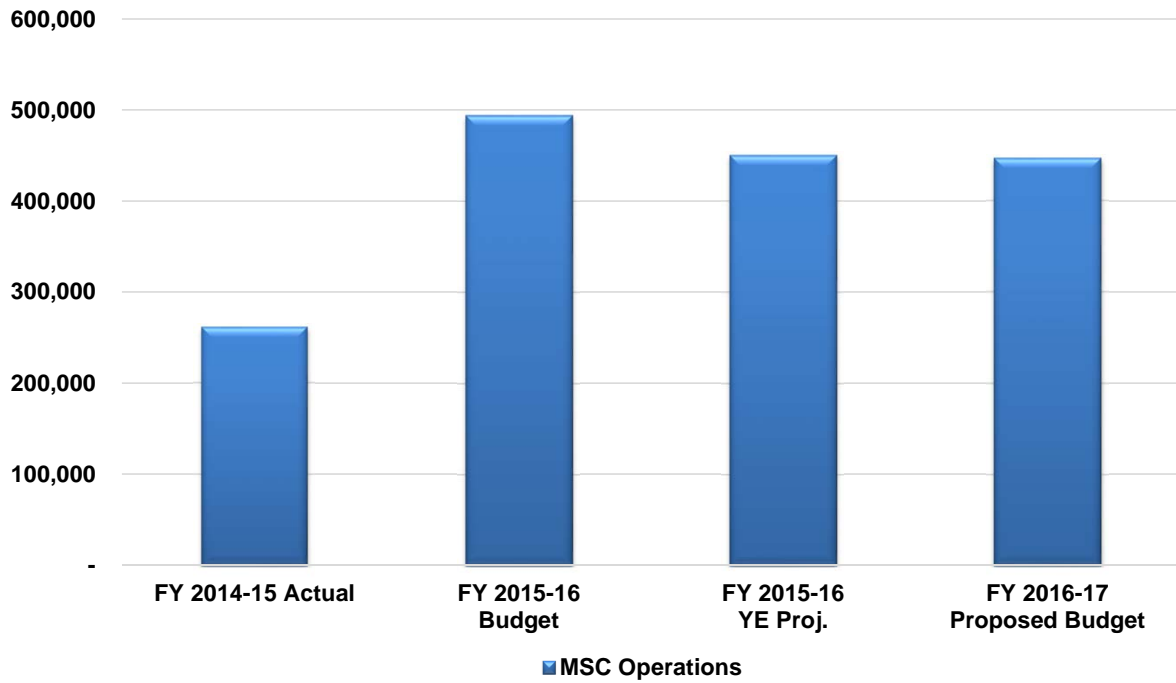
(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division					
TOTAL	-	-	-	-	-

MSC OPERATIONS



MSC Operations
\$446,818
100%

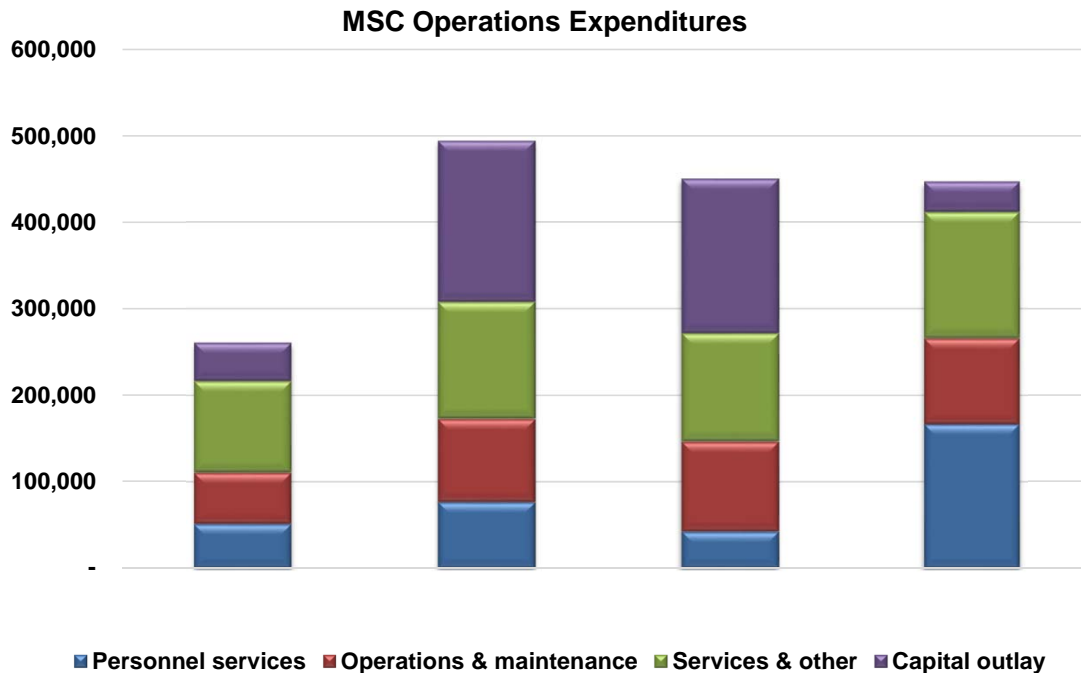


MSC OPERATIONS DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
MSC Operations	\$ 260,805	\$ 493,995	\$ 450,336	\$ 446,818	\$ (47,177)
TOTAL	\$ 260,805	\$ 493,995	\$ 450,336	\$ 446,818	\$ (47,177)

<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 51,464	\$ 76,660	\$ 42,341	\$ 166,719	\$ 90,059
Operations & maintenance	59,215	96,465	104,315	99,050	2,585
Services & other	105,665	134,720	124,980	146,049	11,329
Capital outlay	44,460	186,150	178,700	35,000	(151,150)
TOTAL	\$ 260,805	\$ 493,995	\$ 450,336	\$ 446,818	\$ (47,177)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>BY POSITION TITLE:</u>					
MSC Operations	2.00	2.00	2.00	2.00	-
TOTAL	2.00	2.00	2.00	2.00	-

MSC OPERATIONS DEPARTMENT

MSC OPERATIONS DIVISION (200-770-93)

DEPARTMENT DESCRIPTION:

The Municipal Service Center (MSC) Non-Departmental budget reflects expenditures of a general nature, which have not been allocated to specific departments. Included within this activity are budgeted costs for building maintenance, utility costs, grounds maintenance, and janitorial services.

DEPARTMENT/DIVISION GOALS:

Provide for the comprehensive and continuous operation and maintenance of the City's Municipal Service Center in an efficient, safe, accurate and professional manner.

DEPARTMENT/DIVISION OBJECTIVES:

1. Order/purchase/store the necessary inventory and equipment needed to complete daily Public Works operations throughout the City.
2. Develop a routine preventative maintenance (PM) schedule for all service vehicles and equipment stored at the Municipal Service Center.
3. Provide and store adequate amounts of fuel for the needs of all City vehicles and equipment.
4. Manage the fleet maintenance and MSC inventory utilizing the Lucity work order database system.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Vehicles/Equipment maintained	72	34	73	73
Fuel purchased (gallons)	131,257	131,000	135,000	135,000
Unleaded fuel usage (gallons) **	75,486	74,000	76,000	76,000
Diesel fuel usage (gallons) **	63,283	53,000	64,000	64,000
Unleaded fuel average price/gallon	\$2.12	\$2.51	\$2.50	\$2.75
Diesel fuel average price/gallon	\$2.27	\$2.96	\$2.75	\$3.00

** - Difference in fuel purchased and fuel used is the amount retained in the fuel storage tank

MSC OPERATIONS DEPARTMENT MSC OPERATIONS DIVISION (200-770-93)

EXPENDITURE SUMMARY

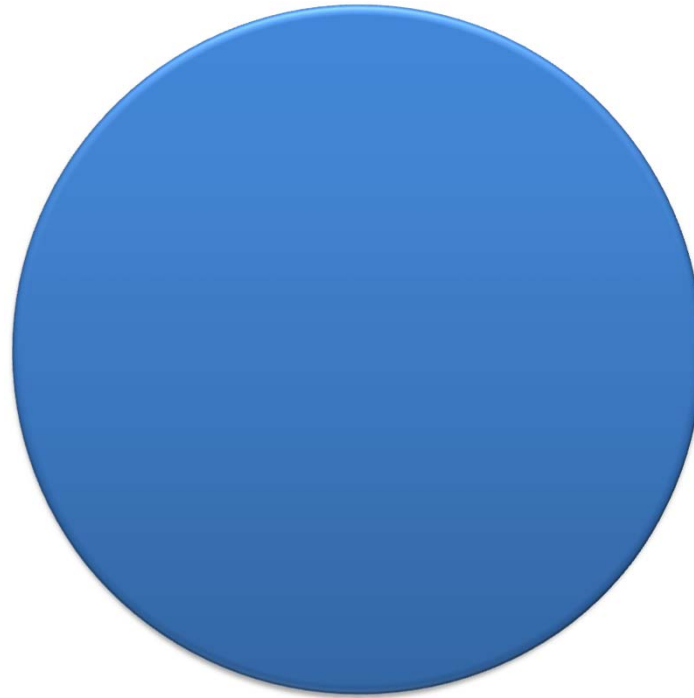
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 51,464	\$ 76,660	\$ 42,341	\$ 166,719	\$ 90,059
Operations & maintenance	59,215	96,465	104,315	99,050	2,585
Services & other	105,665	134,720	124,980	146,049	11,329
Capital outlay	44,460	186,150	178,700	35,000	(151,150)
TOTAL	\$ 260,805	\$ 493,995	\$ 450,336	\$ 446,818	\$ (47,177)

PERSONNEL SUMMARY

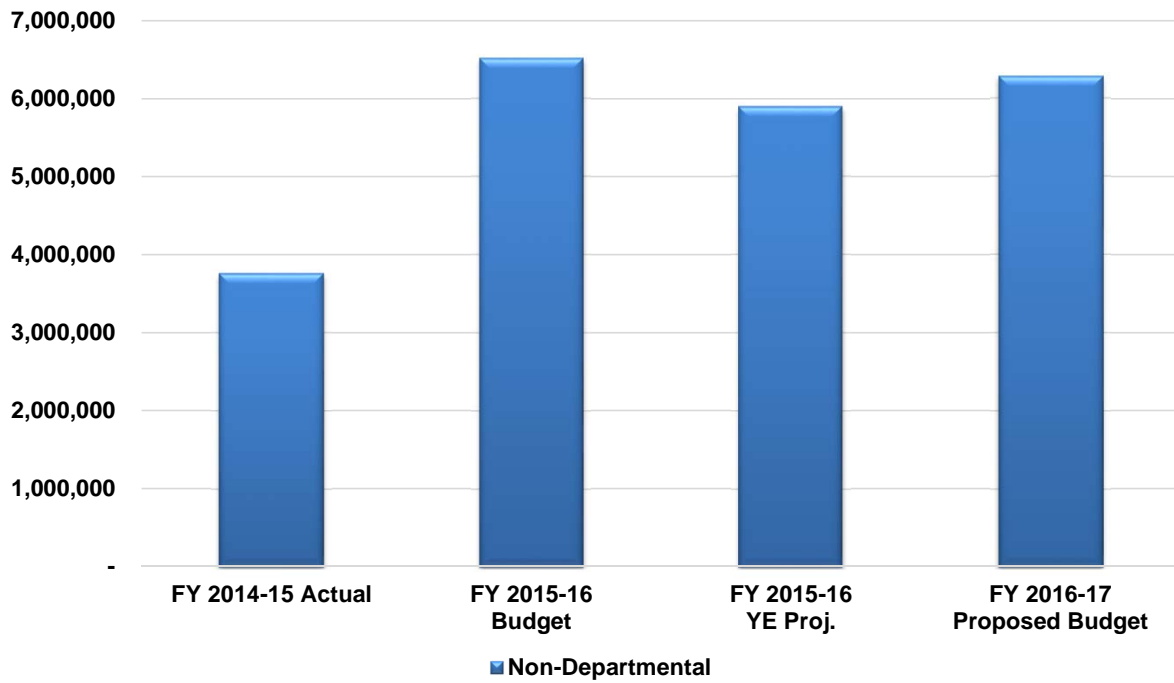
(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Fleet Maintenance Coordinator	1.00	1.00	1.00	1.00	-
Logistics Coordinator	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

UTILITY FUND NON-DEPARTMENTAL



Non-Departmental
\$6,283,065
100%



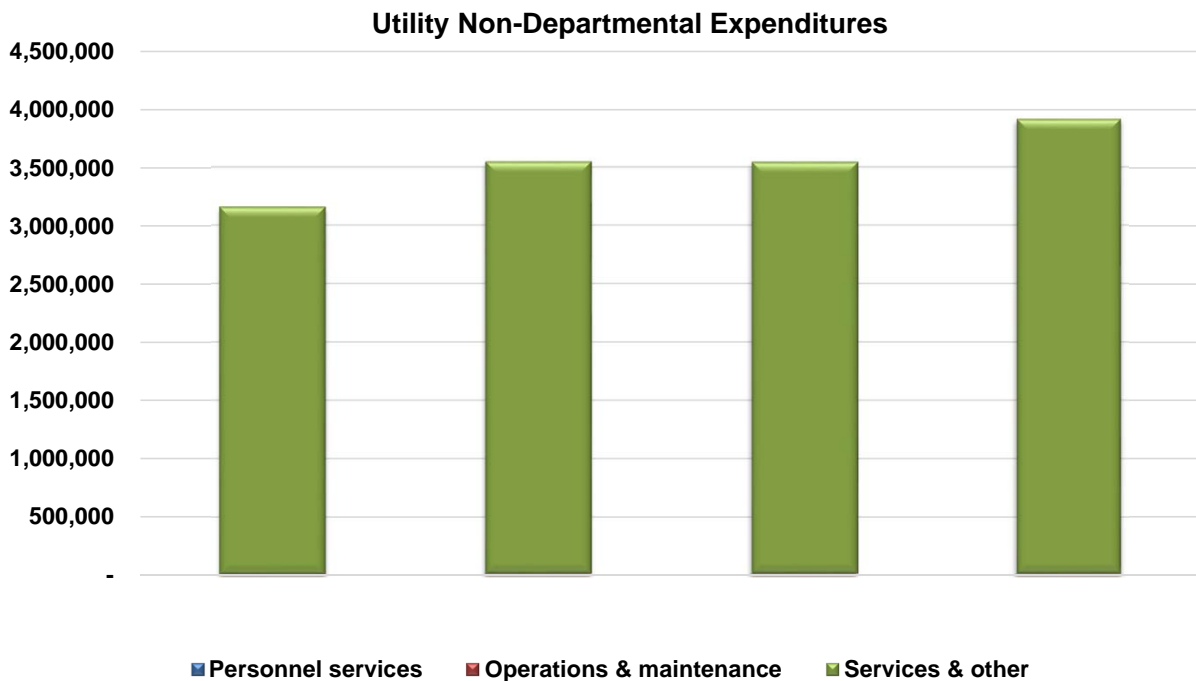
UTILITY FUND NON-DEPARTMENTAL DEPARTMENT

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<i>EXPENDITURES BY DIVISION:</i>					
Non-Departmental	\$ 3,758,986	\$ 6,514,265	\$ 5,894,985	\$ 6,283,065	\$ (231,200)
TOTAL	\$ 3,758,986	\$ 6,514,265	\$ 5,894,985	\$ 6,283,065	\$ (231,200)

EXPENDITURES BY CATEGORY:

Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	7,623	12,000	12,000	12,000	-
Services & other	3,152,919	3,536,670	3,533,984	3,902,323	365,653
Debt service	533,593	2,965,595	2,349,001	2,368,742	(596,853)
TOTAL	\$ 3,758,986	\$ 6,514,265	\$ 5,894,985	\$ 6,283,065	\$ (231,200)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<i>BY POSITION TITLE:</i>					
Non-Departmental	-	-	-	-	-
TOTAL	-	-	-	-	-



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WATER AND WASTEWATER FUND OUTSTANDING DEBT SUMMARY

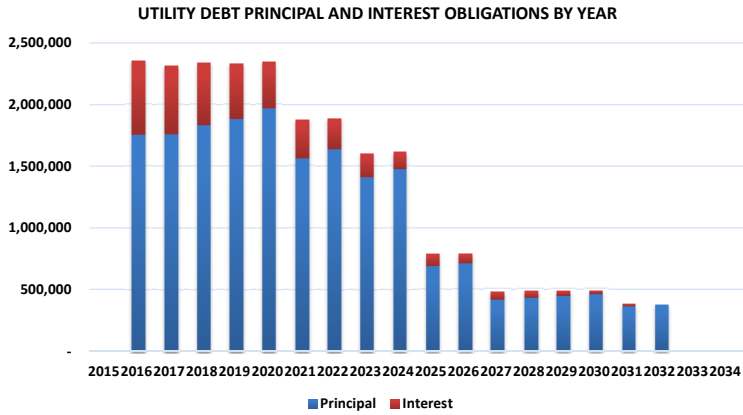
The following is a summary of the current outstanding debt payments for the Water and Wastewater Fund. The debt highlighted in this section is funded thru water and sewer sales and services. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year.

Note: The summary does not reflect debt proposed to be issued during the year, however, estimated issuance costs and payments are included in the budget.

City of **KELLER**

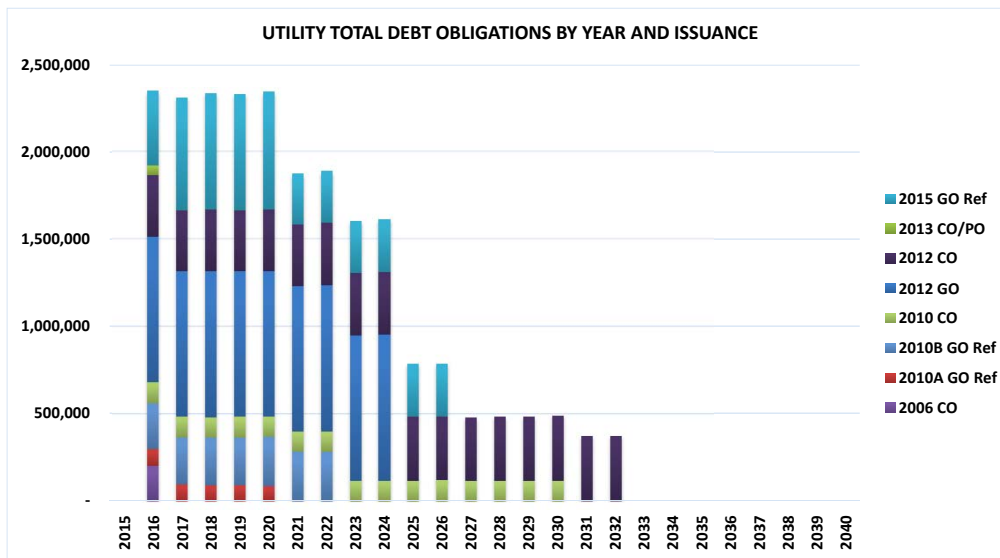
UTILITY DEBT BY PRINCIPAL AND INTEREST

Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 1,750,696	\$ 596,655	\$ 2,347,352
2017	1,756,560	554,182	2,310,743
2018	1,826,541	507,669	2,334,210
2019	1,881,376	449,297	2,330,673
2020	1,963,984	378,897	2,342,881
2021	1,561,323	312,412	1,873,735
2022	1,636,541	252,972	1,889,514
2023	1,410,000	195,382	1,605,382
2024	1,475,000	139,289	1,614,289
2025	685,000	100,687	785,687
2026	705,000	81,452	786,452
2027	415,000	65,944	480,944
2028	430,000	54,124	484,124
2029	445,000	41,313	486,313
2030	460,000	27,547	487,547
2031	360,000	15,495	375,495
2032	370,000	5,273	375,273
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 19,132,022	\$ 3,778,590	\$ 22,910,612



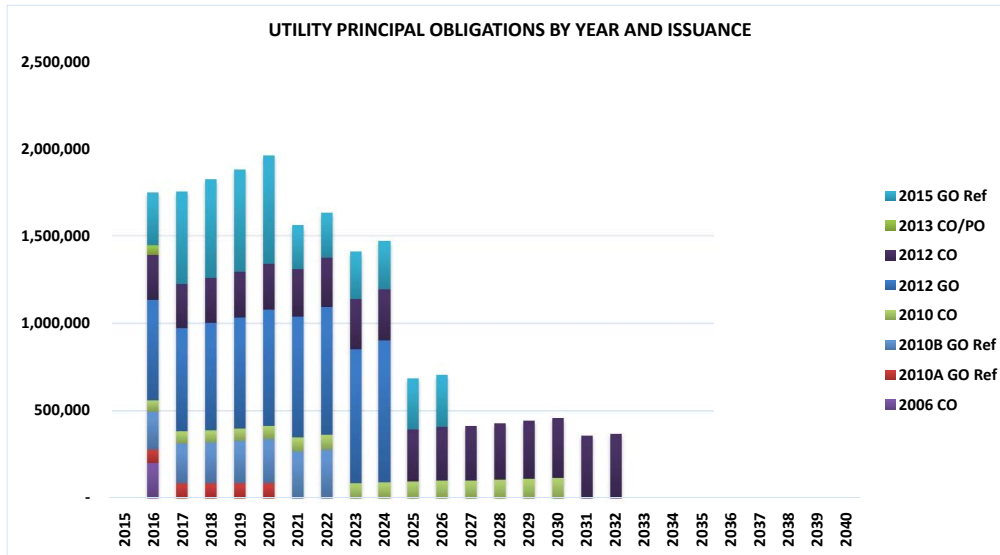
UTILITY OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2006	2010A	2010B	2010	2012	2012	2013	2015	TOTAL
	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION	CERTIFICATE OF OBLIGATION	OF OBLIGATION/PU BLIC OFFER	GENERAL OBLIGATION REF & IMP	
	2006 CO	2010A GO Ref	2010B GO Ref	2010 CO	2012 GO	2012 CO	2013 CO/PO	2015 GO Ref	
2015	-	-	\$ -	-	-	-	-	\$ -	\$ -
2016	\$ 204,375	\$ 92,676	\$ 265,511	\$ 117,689	\$ 835,325	\$ 348,601	\$ 55,825	\$ 427,350	\$ 2,347,352
2017	-	95,094	271,168	119,539	832,850	348,091	-	644,000	2,310,743
2018	-	92,331	271,415	116,739	836,700	351,800	-	665,225	2,334,210
2019	-	89,463	275,836	118,839	831,700	349,785	-	665,050	2,330,673
2020	-	86,488	280,588	115,389	832,375	352,091	-	675,950	2,342,881
2021	-	-	282,826	117,739	828,375	353,745	-	291,050	1,873,735
2022	-	-	282,072	119,439	832,625	359,753	-	295,625	1,889,514
2023	-	-	-	116,039	830,000	360,018	-	299,325	1,605,382
2024	-	-	-	117,539	835,375	359,625	-	301,750	1,614,289
2025	-	-	-	118,839	-	363,648	-	303,200	785,687
2026	-	-	-	119,939	-	367,088	-	299,425	786,452
2027	-	-	-	115,889	-	365,055	-	-	480,944
2028	-	-	-	116,673	-	367,451	-	-	484,124
2029	-	-	-	117,198	-	369,115	-	-	486,313
2030	-	-	-	117,444	-	370,103	-	-	487,547
2031	-	-	-	-	-	375,495	-	-	375,495
2032	-	-	-	-	-	375,273	-	-	375,273
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total	\$ 204,375	\$ 456,052	\$ 1,929,417	\$ 1,764,933	\$ 7,495,325	\$ 6,136,735	\$ 55,825	\$ 4,867,950	\$ 22,910,612



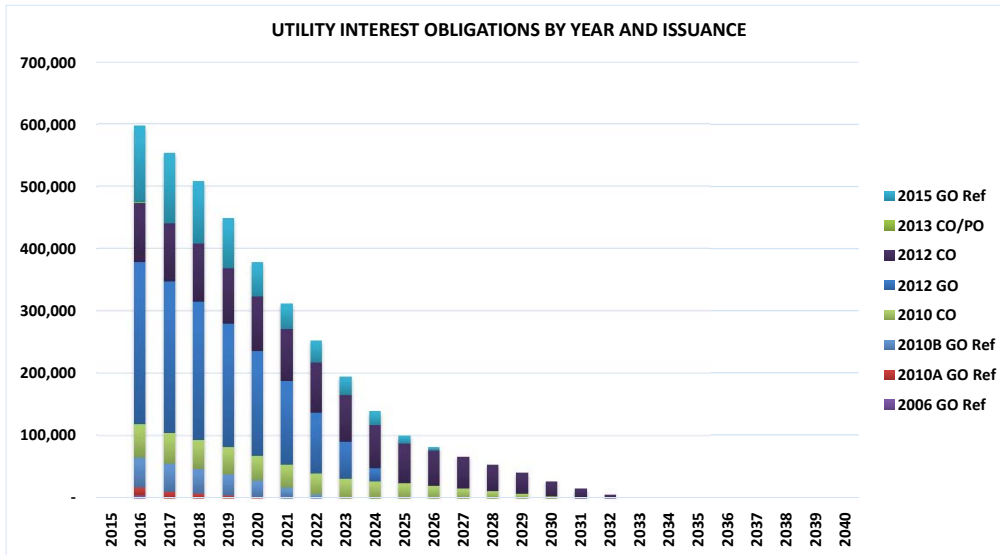
UTILITY OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2006 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION	2013 OF OBLIGATION/PU BLIC OFFER	2015 GENERAL OBLIGATION REF & IMP	TOTAL
	2006 CO	2010A GO Ref	2010B GO Ref	2010 CO	2012 GO	2012 CO	2013 CO/PO	2015 GO Ref	
2015	-	-	-	-	-	-	-	\$ -	\$ -
2016	\$ 200,000	\$ 80,000	\$ 216,756	\$ 65,000	\$ 575,000	\$ 255,000	\$ 53,940	\$ 305,000	\$ 1,750,696
2017	-	85,000	226,560	70,000	590,000	255,000	-	530,000	1,756,560
2018	-	85,000	231,541	70,000	615,000	260,000	-	565,000	1,826,541
2019	-	85,000	241,376	75,000	635,000	260,000	-	585,000	1,881,376
2020	-	85,000	253,984	75,000	665,000	265,000	-	620,000	1,963,984
2021	-	-	266,323	80,000	695,000	270,000	-	250,000	1,561,323
2022	-	-	276,541	85,000	735,000	280,000	-	260,000	1,636,541
2023	-	-	-	85,000	770,000	285,000	-	270,000	1,410,000
2024	-	-	-	90,000	815,000	290,000	-	280,000	1,475,000
2025	-	-	-	95,000	-	300,000	-	290,000	685,000
2026	-	-	-	100,000	-	310,000	-	295,000	705,000
2027	-	-	-	100,000	-	315,000	-	-	415,000
2028	-	-	-	105,000	-	325,000	-	-	430,000
2029	-	-	-	110,000	-	335,000	-	-	445,000
2030	-	-	-	115,000	-	345,000	-	-	460,000
2031	-	-	-	-	-	360,000	-	-	360,000
2032	-	-	-	-	-	370,000	-	-	370,000
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total	\$ 200,000	\$ 420,000	\$ 1,713,082	\$ 1,320,000	\$ 6,095,000	\$ 5,080,000	\$ 53,940	\$ 4,250,000	\$ 19,132,022



UTILITY OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2006 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION	2013 OF OBLIGATION/PU BLIC OFFER	2015 GENERAL OBLIGATION REF & IMP	TOTAL
	2006 GO Ref	2010A GO Ref	2010B GO Ref	2010 CO	2012 GO	2012 CO	2013 CO/PO	2015 GO Ref	
2015	-	-	-	-	-	-	-	\$ -	\$ -
2016	\$ 4,375	\$ 12,676	\$ 48,754	\$ 52,689	\$ 260,325	\$ 93,601	\$ 1,885	\$ 122,350	\$ 596,655
2017	-	10,094	44,608	49,539	242,850	93,091	-	114,000	554,182
2018	-	7,331	39,874	46,739	221,700	91,800	-	100,225	507,669
2019	-	4,463	34,460	43,839	196,700	89,785	-	80,050	449,297
2020	-	1,488	26,604	40,389	167,375	87,091	-	55,950	378,897
2021	-	-	16,503	37,739	133,375	83,745	-	41,050	312,412
2022	-	-	5,531	34,439	97,625	79,753	-	35,625	252,972
2023	-	-	-	31,039	60,000	75,018	-	29,325	195,382
2024	-	-	-	27,539	20,375	69,625	-	21,750	139,289
2025	-	-	-	23,839	-	63,648	-	13,200	100,687
2026	-	-	-	19,939	-	57,088	-	4,425	81,452
2027	-	-	-	15,889	-	50,055	-	-	65,944
2028	-	-	-	11,673	-	42,451	-	-	54,124
2029	-	-	-	7,198	-	34,115	-	-	41,313
2030	-	-	-	2,444	-	25,103	-	-	27,547
2031	-	-	-	-	-	15,495	-	-	15,495
2032	-	-	-	-	-	5,273	-	-	5,273
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total	\$ 4,375	\$ 36,052	\$ 216,335	\$ 444,933	\$ 1,400,325	\$ 1,056,735	\$ 1,885	\$ 617,950	\$ 3,778,590





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DRAINAGE UTILITY FUND

FUND DESCRIPTION:

The Drainage Utility Fund accounts for revenues and expenses of the City's drainage utility and is financed primarily through drainage fees and charges.

REVENUE SUMMARY

<u>REVENUES</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Write Off Recovery	\$ 1,086	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Drainage Utility Fees	1,609,597	1,632,960	1,627,251	1,432,260	(200,701)
Interest Revenue-Investments	14,319	15,000	17,568	16,282	1,282
TOTAL	\$ 1,625,002	\$ 1,648,960	\$ 1,645,819	\$ 1,449,542	\$ (199,419)

EXPENDITURE SUMMARY

<u>EXPENDITURES BY DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
All Programs	\$ 881,698	\$ 1,072,110	\$ 1,626,251	\$ 1,125,437	\$ 53,327
Capital Improvements	54,197	-	-	-	-
Non-Departmental	-	9,135	-	-	(9,135)
Capital Improvements	26,905	8,255	-	-	(8,255)
Capital Improvements	-	50,000	50,000	300,000	250,000
Non-Departmental	187,000	439,698	434,000	216,536	(223,162)
TOTAL	\$ 1,149,800	\$ 1,579,198	\$ 2,110,251	\$ 1,641,973	\$ 62,775

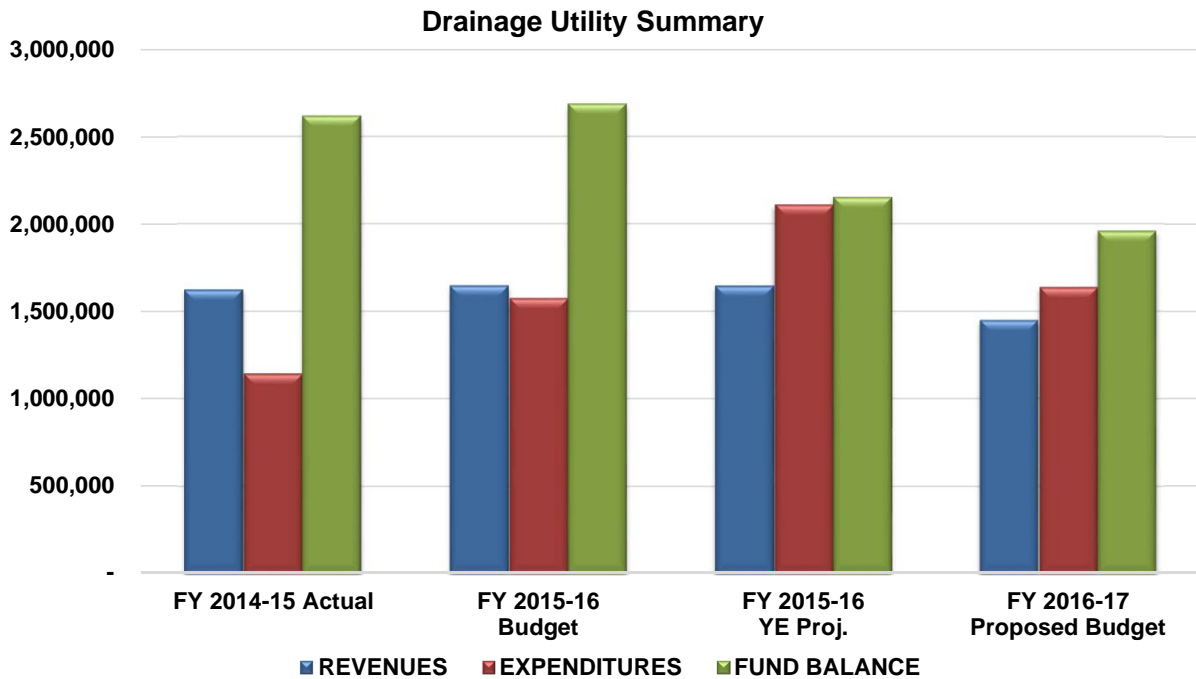
EXPENDITURES BY CATEGORY:

Personnel services	\$ 552,563	\$ 589,125	\$ 587,181	\$ 615,281	\$ 26,156
Operations & maintenance	51,138	148,605	133,730	145,850	(2,755)
Services & other	409,919	379,078	374,340	380,842	1,764
Capital outlay	136,180	462,390	1,015,000	500,000	37,610
TOTAL	\$ 1,149,800	\$ 1,579,198	\$ 2,110,251	\$ 1,641,973	\$ 62,775

DRAINAGE UTILITY FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,625,002	\$ 1,648,960	\$ 1,645,819	\$ 1,449,542	\$ (199,419)
EXPENDITURES	1,149,800	1,579,198	2,110,251	1,641,973	62,775
VARIANCE	475,202	69,762	(464,432)	(192,431)	(262,193)
FUND BALANCE	\$ 2,618,925	\$ 2,688,687	\$ 2,154,493	\$ 1,962,062	\$ (726,625)



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
All Programs	8.50	8.50	8.50	8.50	-
TOTAL	-	-	-	-	-

DRAINAGE UTILITY FUND

DRAINAGE UTILITY FUND ALL PROGRAMS DIVISION (400-810-55)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 552,563	\$ 589,125	\$ 587,181	\$ 615,281	\$ 26,156
Operations & maintenance	51,138	148,605	133,730	145,850	(2,755)
Services & other	222,919	154,380	155,340	164,306	9,926
Wholesale water purchases	-	-	-	-	-
Wastewater Services-TRA	-	-	-	-	-
Debt service	-	-	-	-	-
Transfers to other funds	-	-	-	-	-
Capital outlay	55,078	180,000	750,000	200,000	20,000
TOTAL	\$ 881,698	\$ 1,072,110	\$ 1,626,251	\$ 1,125,437	\$ 53,327

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Street/Drainage Superintendent	0.50	0.50	0.50	0.50	-
Construction Inspector	1.00	1.00	1.00	1.00	-
Street/Drainage Crew Leader	2.00	2.00	2.00	2.00	-
Equipment Operator (Streets)	2.00	2.00	2.00	2.00	-
Drainage Maintenance Worker	3.00	3.00	3.00	3.00	-
TOTAL	8.50	8.50	8.50	8.50	-



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THE KELLER POINTE FUND

THE KELLER POINTE FUND ALL PROGRAMS

DEPARTMENT DESCRIPTION:

The Keller Pointe is an enterprise facility intended to be a self-supporting operation; therefore, the revenues generated by the facility should fully support the facility's direct operating costs. The primary source of revenue is generated through pass sales, with the second largest revenue source being programs. Additional revenue sources include facility rentals, concession and merchandise sales, party reservations and personal training. Facility programming includes a wide range of programs to appeal to all age groups of recreation, aquatic and fitness users. The facility and its programs are available to members and non-members, residents and non-residents. The Keller Pointe exceeds community expectations and achieves fiscal success by providing unprecedented service and award-winning programs. The Keller Pointe Budget is divided into the following seven divisions: (a) The General Administration Division includes administrative staff, office supplies and maintenance, facility marketing, utilities and general insurance; (b) the Aquatics Division includes aquatic staff and contract instructors, pool equipment maintenance and supplies, aquatic merchandise sales and aquatic program supplies; (c) the Fitness Division includes fitness program staff and contract instructors, fitness equipment maintenance and fitness program supplies; (d) the Recreation Division includes recreation staff and contract instructors/referees, birthday party supplies, recreation program and league supplies and gymnasium equipment; (e) the Facility Maintenance Division includes building maintenance staff and contract janitorial services, janitorial supplies, and facility maintenance; (f) the Customer Service Division includes customer service staff at the front desk, office supplies and concessions/merchandise sales and (g) the Seasonal Outdoor Contracted Concessions Division includes outdoor concession sales for the outdoor concession stand. The Keller Development Corporation provided financing for construction and capital costs of the facility (and subsequent annual principal and interest payments).

DEPARTMENT/DIVISION GOALS:

Ensure sustainability of The Keller Pointe through management of a self-sufficient enterprise fund to continue to prevent subsidization from the general fund while serving the Keller community with fitness, aquatic and recreation programming.

DEPARTMENT/DIVISION OBJECTIVES:

Measure the success of the department by:

- Maintaining an annual member base of 3,350 membership accounts.
- Achieving \$2,000,000 in membership sales.
- Decreasing attrition by 3% through new member retention strategies.
- Retaining current members through the delivery of quality programs, activities, and events to achieve a member attrition rate at 35% or less.
- Ensuring membership retention and growth by rewarding membership with targeted program discounts in accordance with our program pricing structure.
- Increasing aquatic program registration through innovative and creative programming and activities.
- Retaining loyal guests and attracting new individuals and businesses by providing quality customer service that exceeds expectations resulting in a customer satisfaction survey rating of 95% and a net promoter score of 70%+.
- Adhering to a capital replacement plan that will focus on keeping the facility at an exceptionally high level, ensuring visible signs of wear and age are not evident to the consumer.
- Developing knowledgeable and helpful staff through program specific staff trainings.
- Inspiring healthy lifestyles, showcasing local businesses and organizations, providing citizens and members a quality recreation experience and spotlighting The Keller Pointe amenities by hosting a minimum of three special events annually.
- Fostering partnerships with civic groups, businesses, and foundations that align with our core values.
- Enhancing visual communication of The Keller Pointe's facility, programs and services through social, electronic and print media.

THE KELLER POINTE FUND

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Completed Surveys	215	400	400	400
Recreation programs provided	279	193	280	280
Leagues provided	13	17	13	13
Special events provided	9	12	5	5
Group exercise classes offered	722	2,792	722	722
Number of annual memberships	3,292	3,600	3,350	3,350
Annual attendance (day pass & member visits)	252,110	260,000	256,551	268,039
Recreation program participants	3,781	3,300	4,000	4,000
Leagues Teams	80	130	85	85
League Participants	822	1,300	870	870
Facility rentals/birthday parties	1,555	2,200	1,500	1,500
Group exercise attendance	37,828	42,000	37,828	37,828
PERFORMANCE INDICATORS				
Survey Satisfaction	n/a	4	4.10	4.15
Member attrition rate	40%	0	37%	35%

EXPENDITURE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ 754,106	\$ 967,235	\$ 826,005	\$ 970,630	\$ 3,395
Aquatics	483,784	655,070	651,175	641,535	(13,535)
Fitness Programs	169,109	212,170	144,670	136,088	(76,082)
Recreation	507,244	507,150	519,900	544,265	37,115
Facility Maintenance	420,803	576,760	568,075	544,077	(32,683)
Customer Service/Concessions	280,226	290,800	278,785	272,962	(17,838)
Seasonal Outdoor Concessions	176	1,700	1,700	1,500	(200)
Capital Replacement	9,990	340,000	340,000	-	(340,000)
Non-Departmental	-	50,000	50,000	-	(50,000)
TOTAL	\$ 2,625,439	\$ 3,600,885	\$ 3,380,310	\$ 3,111,056	\$ (489,829)

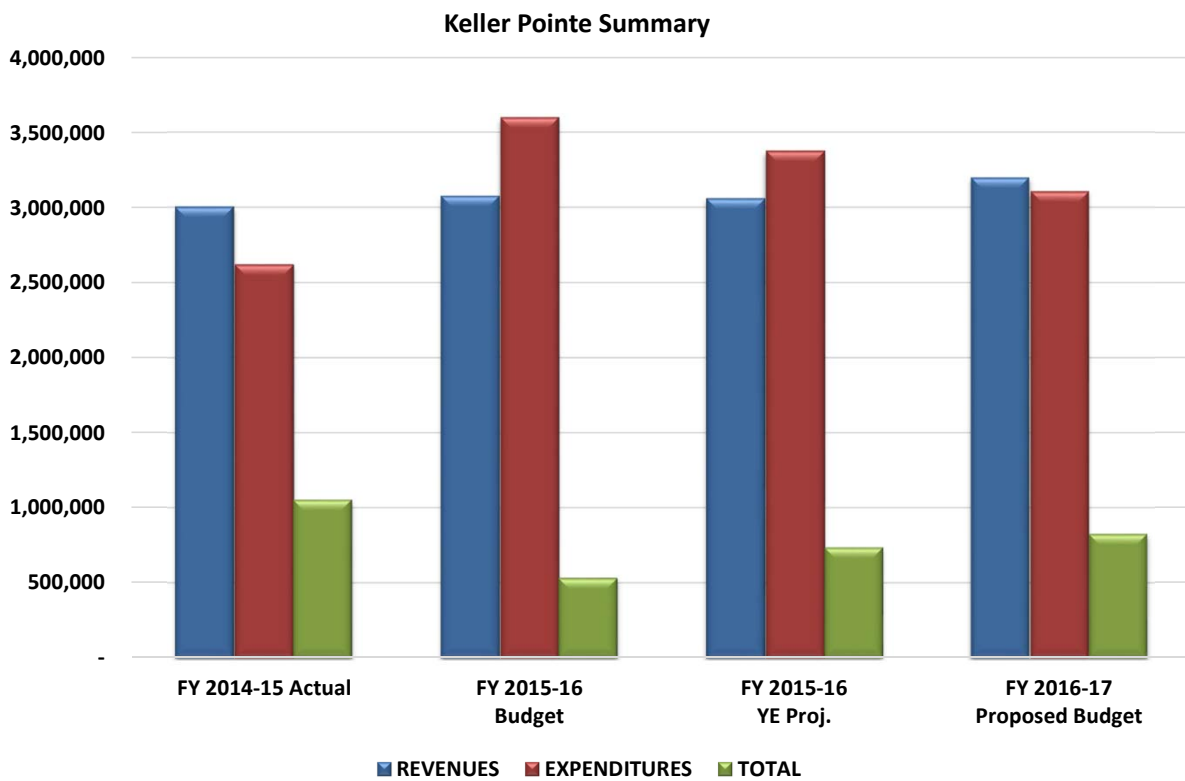
EXPENDITURES BY CATEGORY:

Personnel services	\$ 1,339,451	\$ 1,451,945	\$ 1,386,075	\$ 1,501,380	\$ 49,435
Operations & maintenance	320,565	674,805	670,275	481,545	(193,260)
Services & other	944,304	1,149,135	1,018,695	1,093,131	(56,004)
Transfers to other funds	-	50,000	50,000	-	(50,000)
Capital outlay	21,120	275,000	255,265	35,000	(240,000)
TOTAL	\$ 2,625,439	\$ 3,600,885	\$ 3,380,310	\$ 3,111,056	\$ (489,829)

THE KELLER POINTE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 3,006,484	\$ 3,078,080	\$ 3,062,065	\$ 3,200,375	\$ 122,295
EXPENDITURES	2,625,439	3,600,885	3,380,310	3,111,056	(489,829)
VARIANCE	381,044	(522,805)	(318,245)	89,319	612,124
TOTAL	\$ 1,056,031	\$ 533,226	\$ 737,786	\$ 827,105	\$ 293,879



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	4.00	4.00	4.00	4.00	-
Aquatics	16.20	16.20	16.20	16.20	-
Fitness Programs	0.60	0.60	0.60	0.60	-
Recreation	10.84	10.84	10.84	10.84	-
Facility Maintenance	1.60	1.60	1.60	1.60	-
TOTAL	33.23	33.23	33.23	33.23	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND ADMINISTRATION DIVISION (125-650-01)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 260,589	\$ 314,720	\$ 293,965	\$ 334,495	\$ 19,775
Operations & maintenance	63,700	68,200	54,700	62,700	(5,500)
Services & other	418,687	549,315	462,075	538,435	(10,880)
Capital outlay	11,130	35,000	15,265	35,000	-
TOTAL	\$ 754,106	\$ 967,235	\$ 826,005	\$ 970,630	\$ 3,395

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Manager (Rec/Aquatics Center)	1.00	1.00	1.00	1.00	-
Assistant Manager	1.00	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	1.00	-
TOTAL	4.00	4.00	4.00	4.00	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND AQUATICS DIVISION (125-650-02)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 400,582	\$ 444,570	\$ 434,575	\$ 463,170	\$ 18,600
Operations & maintenance	71,664	193,200	201,800	153,300	(39,900)
Services & other	11,538	17,300	14,800	25,065	7,765
Capital outlay	-	-	-	-	-
TOTAL	\$ 483,784	\$ 655,070	\$ 651,175	\$ 641,535	\$ (13,535)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Aquatics Supervisor	1.00	1.00	1.00	1.00	-
Assistant Aquatics Supervisor	1.00	1.00	1.00	1.00	-
Head Lifeguard	3.32	3.32	3.32	3.32	-
Lifeguard	10.44	10.44	10.44	10.44	-
Swim Instructor	0.44	0.44	0.44	0.44	-
TOTAL	16.20	16.20	16.20	16.20	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND FITNESS PROGRAMS DIVISION (125-650-03)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 41,677	\$ 16,970	\$ 12,470	\$ 16,970	\$ -
Operations & maintenance	27,135	41,900	38,900	25,500	(16,400)
Services & other	100,296	153,300	93,300	93,618	(59,682)
Capital outlay	-	-	-	-	-
TOTAL	\$ 169,109	\$ 212,170	\$ 144,670	\$ 136,088	\$ (76,082)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Group Exercise	0.02	0.02	0.02	0.02	-
Group Exercise Coordinator	0.57	0.57	0.57	0.57	-
TOTAL	0.60	0.60	0.60	0.60	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND RECREATION DIVISION (125-650-04)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 270,831	\$ 298,560	\$ 292,010	\$ 330,495	\$ 31,935
Operations & maintenance	2,491	3,500	3,500	3,500	-
Services & other	233,922	205,090	224,390	210,270	5,180
Capital outlay	-	-	-	-	-
TOTAL	\$ 507,244	\$ 507,150	\$ 519,900	\$ 544,265	\$ 37,115

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Recreation Supervisor	1.00	1.00	1.00	1.00	-
Assistant Recreation Supervisor	1.00	1.00	1.00	1.00	-
Recreation Coordinator	1.00	1.00	1.00	1.00	-
Recreation Leaders	6.51	6.51	6.51	6.51	-
Recreation Assistants	0.85	0.85	0.85	0.85	-
Recreation Assistants Party	0.49	0.49	0.49	0.49	-
TOTAL	10.84	10.84	10.84	10.84	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND FACILITY MAINTENANCE DIVISION (125-650-05)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 102,826	\$ 113,025	\$ 103,240	\$ 98,730	\$ (14,295)
Operations & maintenance	140,775	240,455	241,555	221,845	(18,610)
Services & other	177,202	223,280	223,280	223,502	222
Capital outlay	-	-	-	-	-
TOTAL	\$ 420,803	\$ 576,760	\$ 568,075	\$ 544,077	\$ (32,683)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Building Operations Supervisor	1.00	1.00	1.00	1.00	-
Maintenance Assistant	0.60	0.60	0.60	0.60	-
TOTAL	1.60	1.60	1.60	1.60	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND CUSTOMER SERVICE/CONCESSIONS DIVISION (125-650-06)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 262,945	\$ 264,100	\$ 249,815	\$ 257,520	\$ (6,580)
Operations & maintenance	14,621	25,850	28,120	13,200	(12,650)
Services & other	2,659	850	850	2,242	1,392
Capital outlay	-	-	-	-	-
TOTAL	\$ 280,226	\$ 290,800	\$ 278,785	\$ 272,962	\$ (17,838)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Customer Service Supervisor	1.00	1.00	1.00	1.00	-
Customer Service Reps	3.56	3.56	3.56	3.56	-
Customer Service Reps II	2.51	2.51	2.51	2.51	-
Seasonal Cust Service Reps	1.25	1.25	1.25	1.25	-
Ticket Booth	0.77	0.77	0.77	0.77	-
TOTAL	9.09	9.09	9.09	8.33	(0.77)

THE KELLER POINTE FUND

THE KELLER POINTE FUND SEASONAL OUTDOOR CONCESSIONS DIVISION (125-650-07)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	176	1,700	1,700	1,500	(200)
Services & other	-	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 176	\$ 1,700	\$ 1,700	\$ 1,500	\$ (200)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND NON-DEPARTMENTAL DIVISION (125-650-98)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	100,000	100,000	-	(100,000)
Services & other	-	-	-	-	-
Transfers to other funds	-	-	-	-	-
Capital outlay	9,990	240,000	240,000	-	(240,000)
TOTAL	\$ 9,990	\$ 340,000	\$ 340,000	\$ -	\$ (340,000)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND NON-DEPARTMENTAL DIVISION (125-990-91)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	-	-	-	-	-
Transfers to other funds	-	50,000	50,000	-	(50,000)
TOTAL	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-



SPECIAL REVENUE FUNDS

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

City of **KELLER**



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KELLER DEVELOPMENT CORPORATION FUND

FUND DESCRIPTION:

The Keller Development Corporation (KDC) Fund accounts for proceeds of the ½ cent local sales tax for park and recreation improvements.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Sales Taxes	\$ 2,709,927	\$ 2,890,581	\$ 2,822,161	\$ 2,906,826	\$ 16,245
Rentals	12,000	12,000	12,000	16,000	4,000
Premium On Debt Issuance	18,478	-	-	-	-
Debt Issuance-Refunding Bonds	1,040,000	-	-	-	-
Interest Revenue-Investments	9,950	4,380	26,144	4,380	-
Transfer From Pointe	-	50,000	50,000	-	(50,000)
TOTAL	\$ 3,790,355	\$ 2,956,961	\$ 2,910,305	\$ 2,927,206	\$ (29,755)

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
All Programs	\$ 209,837	\$ 258,425	\$ 500,551	\$ 69,390	\$ (189,035)
Capital Improvements	-	680,000	1,844,240	420,000	(260,000)
Non-Departmental	2,772,992	1,452,035	1,713,860	1,578,469	126,434
TOTAL	\$ 2,982,830	\$ 2,390,460	\$ 4,058,651	\$ 2,067,859	\$ (322,601)

EXPENDITURES BY CATEGORY:

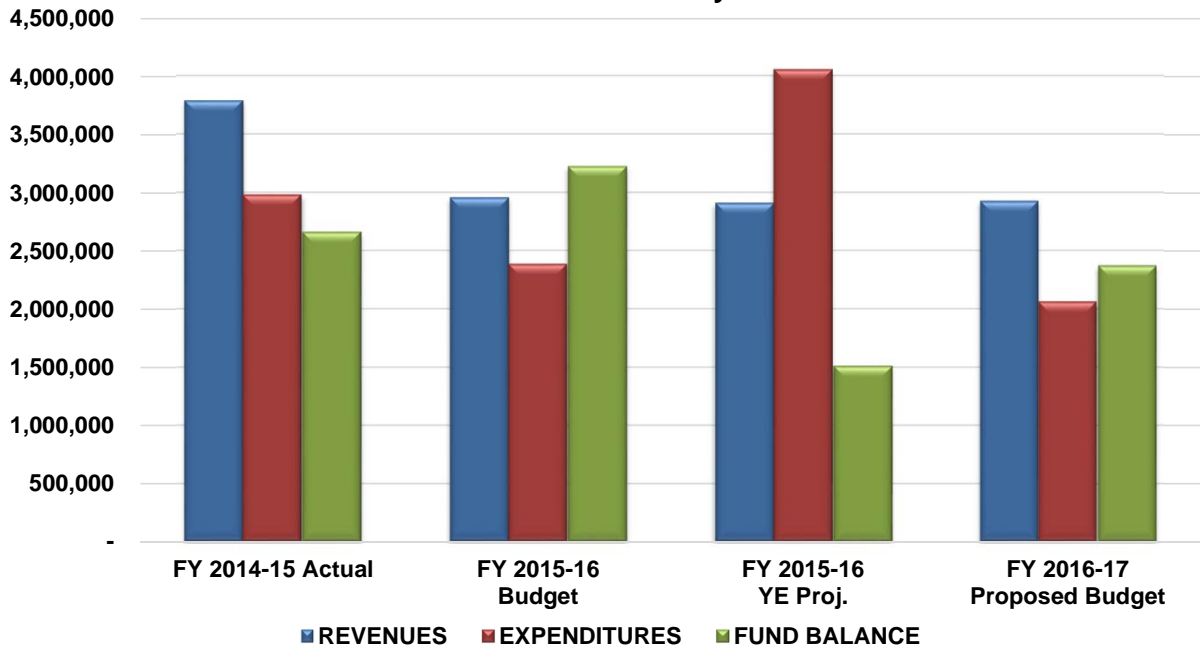
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	15,926	21,890	16,100	20,690	(1,200)
Services & other	48,836	49,200	46,130	48,700	(500)
Debt service	2,632,093	848,850	1,641,140	1,578,469	729,619
Transfers to other funds	131,688	603,185	72,720	-	(603,185)
Capital outlay	154,286	867,335	2,282,561	420,000	(447,335)
TOTAL	\$ 2,982,830	\$ 2,390,460	\$ 4,058,651	\$ 2,067,859	\$ (322,601)

KELLER DEVELOPMENT CORPORATION FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 3,790,355	\$ 2,956,961	\$ 2,910,305	\$ 2,927,206	\$ (29,755)
EXPENDITURES	2,982,830	2,390,460	4,058,651	2,067,859	(322,601)
VARIANCE	807,525	566,501	(1,148,346)	859,347	
FUND BALANCE	\$ 2,660,466	\$ 3,226,967	\$ 1,512,120	\$ 2,371,467	\$ (855,500)

KDC Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
All Programs	-	-	-	-	-
Capital Improvements	-	-	-	-	-
Non-Departmental	-	-	-	-	-
TOTAL	-	-	-	-	-

KELLER DEVELOPMENT CORPORATION FUND

KELLER DEVELOPMENT CORPORATION FUND ALL PROGRAMS DIVISION (110-630)

EXPENDITURE SUMMARY

<u>EXPENDITURES BY CATEGORY:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	15,926	21,890	16,100	20,690	(1,200)
Services & other	39,624	49,200	46,130	48,700	(500)
Debt service	-	-	-	-	-
Capital outlay	154,286	187,335	438,321	-	(187,335)
TOTAL	\$ 209,837	\$ 258,425	\$ 500,551	\$ 69,390	\$ (189,035)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

KELLER DEVELOPMENT CORPORATION FUND

KELLER DEVELOPMENT CORPORATION FUND CAPITAL IMPROVEMENTS DIVISION (110-633)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	-	-	-	-	-
Debt service	-	-	-	-	-
Capital outlay	-	680,000	1,844,240	420,000	(260,000)
TOTAL	\$ -	\$ 680,000	\$ 1,844,240	\$ 420,000	\$ (260,000)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

KELLER DEVELOPMENT CORPORATION FUND

KELLER DEVELOPMENT CORPORATION FUND NON-DEPARTMENTAL DIVISION (110-990)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	9,211	-	-	-	-
Debt service	2,632,093	848,850	1,641,140	1,578,469	729,619
Transfers to other funds	131,688	603,185	72,720	-	(603,185)
TOTAL	\$ 2,772,992	\$ 1,452,035	\$ 1,713,860	\$ 1,578,469	\$ 126,434

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-



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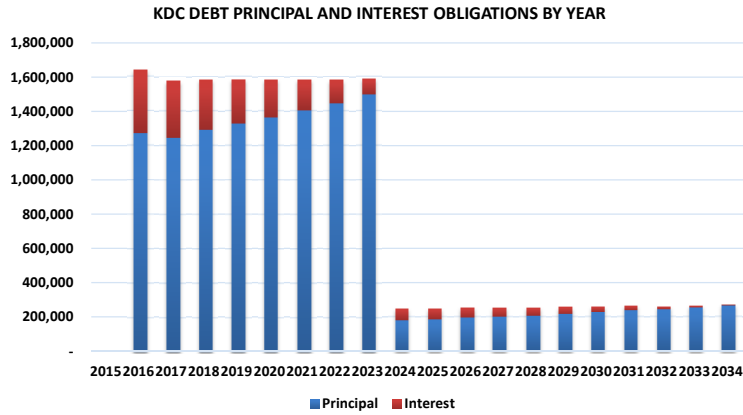
KELLER DEVELOPMENT CORPORATION FUND OUTSTANDING DEBT SUMMARY

The following is a summary of the current outstanding debt payments for the Keller Development Corporation (KDC) Fund. The debt highlighted in this section is funded thru the KDC ½ cent sales tax option. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year.

City of **KELLER**

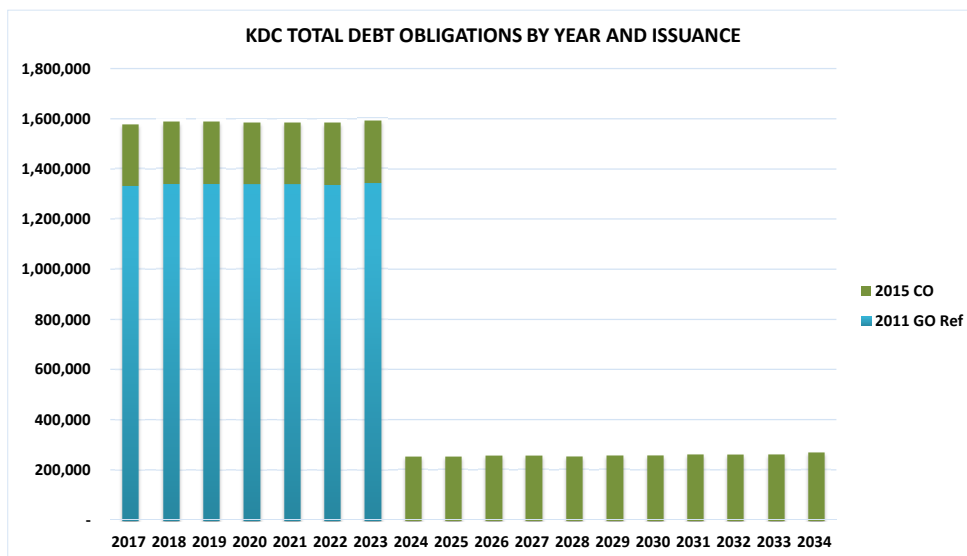
KELLER DEVELOPMENT CORPORATION (KDC) DEBT BY PRINCIPAL AND INTEREST

Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 1,273,802	\$ 365,798	\$ 1,639,600
2017	1,245,000	332,019	1,577,019
2018	1,290,000	294,744	1,584,744
2019	1,330,000	256,244	1,586,244
2020	1,365,000	217,419	1,582,419
2021	1,405,000	177,494	1,582,494
2022	1,445,000	136,419	1,581,419
2023	1,495,000	94,044	1,589,044
2024	180,000	69,794	249,794
2025	185,000	64,319	249,319
2026	195,000	58,619	253,619
2027	200,000	52,694	252,694
2028	205,000	46,619	251,619
2029	215,000	40,319	255,319
2030	225,000	33,719	258,719
2031	235,000	26,819	261,819
2032	240,000	19,694	259,694
2033	250,000	12,188	262,188
2034	265,000	4,141	269,141
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 13,243,802	\$ 2,303,101	\$ 15,546,903



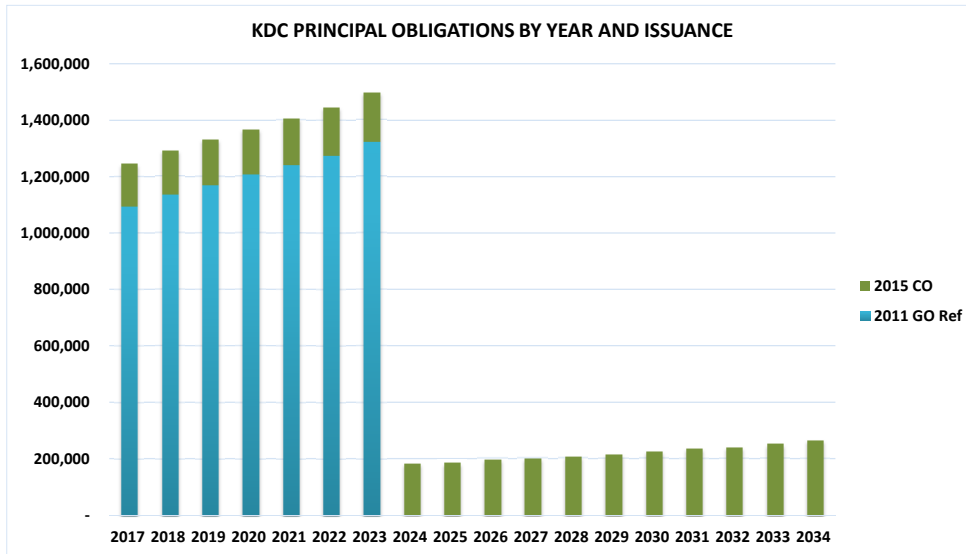
KELLER DEVELOPMENT CORPORATION (KDC) OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	TOTAL
2016	\$ 288,436	\$ 243,194	\$ 1,107,970	\$ 1,639,600
2017	1,331,775	245,244	-	1,577,019
2018	1,338,325	246,419	-	1,584,744
2019	1,338,750	247,494	-	1,586,244
2020	1,338,125	244,294	-	1,582,419
2021	1,336,450	246,044	-	1,582,494
2022	1,333,725	247,694	-	1,581,419
2023	1,339,800	249,244	-	1,589,044
2024	-	249,794	-	249,794
2025	-	249,319	-	249,319
2026	-	253,619	-	253,619
2027	-	252,694	-	252,694
2028	-	251,619	-	251,619
2029	-	255,319	-	255,319
2030	-	258,719	-	258,719
2031	-	261,819	-	261,819
2032	-	259,694	-	259,694
2033	-	262,188	-	262,188
2034	-	269,141	-	269,141
2035	-	-	-	-
2036	-	-	-	-
2037	-	-	-	-
2038	-	-	-	-
2039	-	-	-	-
2040	-	-	-	-
Total	\$ 9,645,386	\$ 4,793,547	\$ 1,107,970	\$ 15,546,903



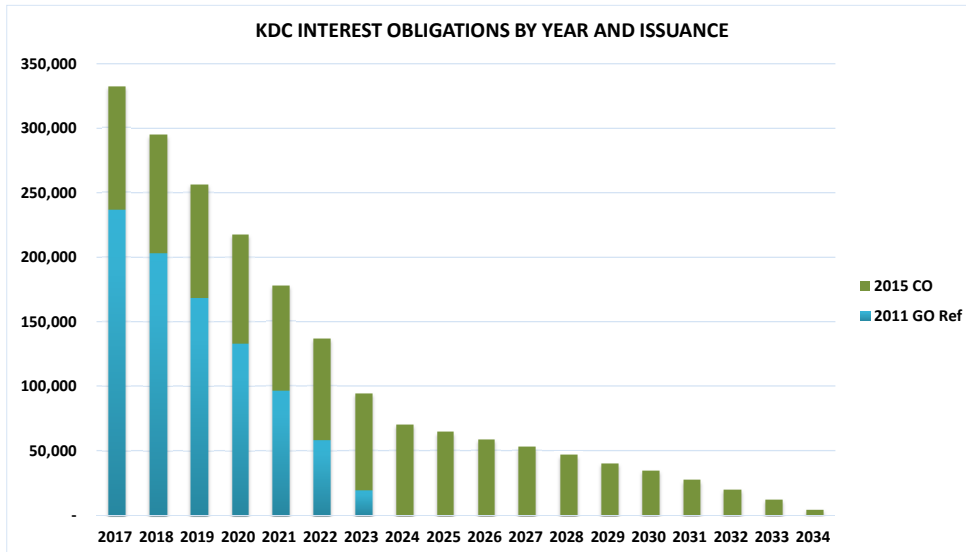
KELLER DEVELOPMENT CORPORATION (KDC) OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	TOTAL
2016	\$ 36,912	\$ 145,000	\$ 1,091,890	\$ 1,273,802
2017	1,095,000	150,000	-	1,245,000
2018	1,135,000	155,000	-	1,290,000
2019	1,170,000	160,000	-	1,330,000
2020	1,205,000	160,000	-	1,365,000
2021	1,240,000	165,000	-	1,405,000
2022	1,275,000	170,000	-	1,445,000
2023	1,320,000	175,000	-	1,495,000
2024	-	180,000	-	180,000
2025	-	185,000	-	185,000
2026	-	195,000	-	195,000
2027	-	200,000	-	200,000
2028	-	205,000	-	205,000
2029	-	215,000	-	215,000
2030	-	225,000	-	225,000
2031	-	235,000	-	235,000
2032	-	240,000	-	240,000
2033	-	250,000	-	250,000
2034	-	265,000	-	265,000
2035	-	-	-	-
2036	-	-	-	-
2037	-	-	-	-
2038	-	-	-	-
2039	-	-	-	-
2040	-	-	-	-
Total	\$ 8,476,912	\$ 3,675,000	\$ 1,091,890	\$ 13,243,802



KELLER DEVELOPMENT CORPORATION (KDC) OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2015 CERTIFICATE OF OBLIGATION	TOTAL
2016	\$ 251,524	\$ 98,194	\$ 16,080	\$ 365,798
2017	236,775	95,244	-	332,019
2018	203,325	91,419	-	294,744
2019	168,750	87,494	-	256,244
2020	133,125	84,294	-	217,419
2021	96,450	81,044	-	177,494
2022	58,725	77,694	-	136,419
2023	19,800	74,244	-	94,044
2024	-	69,794	-	69,794
2025	-	64,319	-	64,319
2026	-	58,619	-	58,619
2027	-	52,694	-	52,694
2028	-	46,619	-	46,619
2029	-	40,319	-	40,319
2030	-	33,719	-	33,719
2031	-	26,819	-	26,819
2032	-	19,694	-	19,694
2033	-	12,188	-	12,188
2034	-	4,141	-	4,141
2035	-	-	-	-
2036	-	-	-	-
2037	-	-	-	-
2038	-	-	-	-
2039	-	-	-	-
2040	-	-	-	-
Total	\$ 1,168,474	\$ 1,118,547	\$ 16,080	\$ 2,303,101



KELLER CRIME CONTROL AND PREVENTION DISTRICT FUND

FUND DESCRIPTION:

The Keller Crime Control Prevention District Fund, created in FY2002, accounts for the resources and revenue derived from the crime control district sales tax, authorized by an election in November 2001. In May 2006, voters authorized to extend the tax by an additional 15 years. In November 2007, voters authorized a reduction in the rate from three-eighths of one percent (0.375%) to one-quarter of one percent (0.25%). This reallocation became effective April 1, 2008.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Sales Taxes	\$ 1,254,542	\$ 1,284,690	\$ 1,271,824	\$ 1,309,978	\$ 25,288
I/G Rev-Southlake	11,000	11,000	11,000	11,000	-
I/G Rev-Colleyville	9,000	9,000	9,000	9,000	-
Miscellaneous Revenue	-	-	-	-	-
Auction Proceeds	-	-	11,193	-	-
Gain/Loss On Disp Of Assets	9,945	10,000	-	10,000	-
Interest Revenue-Investments	6,111	9,380	10,243	9,380	-
TOTAL	\$ 1,290,598	\$ 1,324,070	\$ 1,313,260	\$ 1,349,358	\$ 25,288

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	\$ 12,936	\$ 8,400	\$ 8,400	\$ 8,400	\$ -
Capital Improvements	101,287	(16,350)	84,350	1,700	18,050
Technology Improvements	67,964	74,375	74,375	67,840	(6,535)
Police Operations	227,274	340,120	340,120	349,330	9,210
Facility Improvements - 2012A CO	-	-	-	-	-
Non-Departmental	528,250	527,850	527,850	526,100	(1,750)
TOTAL	\$ 937,710	\$ 934,395	\$ 1,035,095	\$ 953,370	\$ 18,975

EXPENDITURES BY CATEGORY:

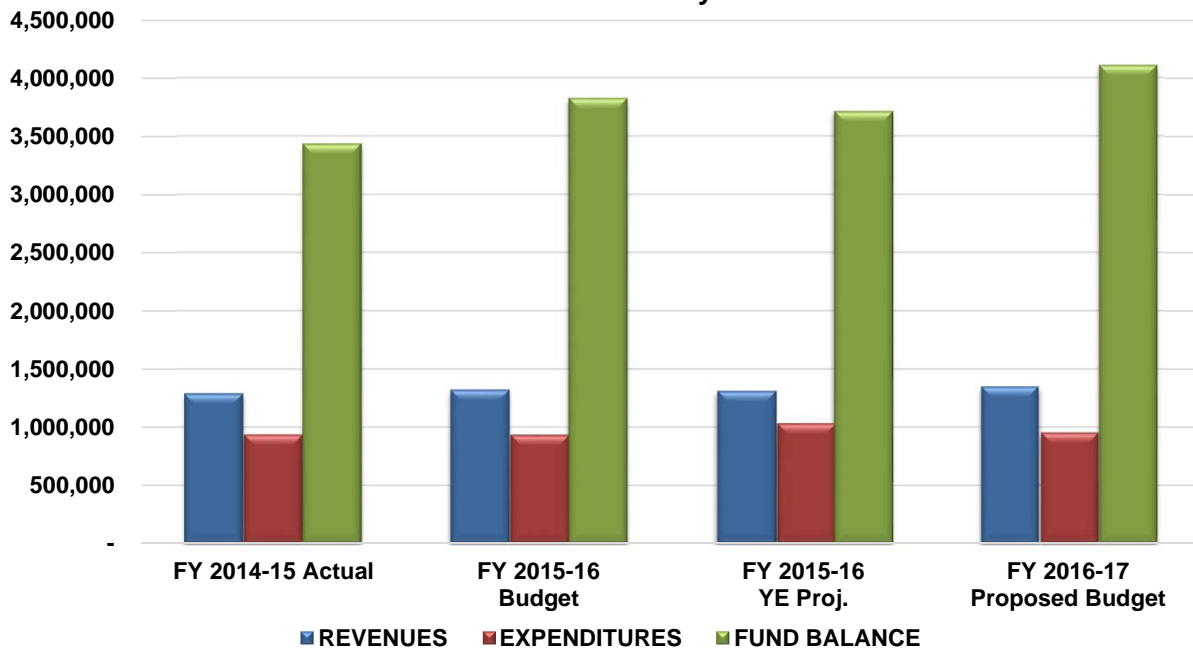
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	86,384	93,360	93,360	98,110	4,750
Services & other	34,320	26,215	26,215	38,230	12,015
Debt service	528,250	527,850	527,850	526,100	(1,750)
Transfers to other funds	-	-	-	-	-
Capital outlay	288,756	286,970	387,670	290,930	3,960
TOTAL	\$ 937,710	\$ 934,395	\$ 1,035,095	\$ 953,370	\$ 18,975

KELLER CRIME CONTROL AND PREVENTION DISTRICT FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,290,598	\$ 1,324,070	\$ 1,313,260	\$ 1,349,358	\$ 25,288
EXPENDITURES	937,710	934,395	1,035,095	953,370	18,975
VARIANCE	352,888	389,675	278,165	395,988	6,313
FUND BALANCE	\$ 3,434,477	\$ 3,824,152	\$ 3,712,642	\$ 4,108,630	284,478

KCCPD Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	-	-	-	-	-
Police Operations	-	-	-	-	-
Non-Departmental	-	-	-	-	-
TOTAL	-	-	-	-	-



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**KELLER CRIME CONTROL AND PREVENTION
DISTRICT FUND
OUTSTANDING DEBT SUMMARY**

The following is a summary of the current outstanding debt payments for the Keller Crime Control and Prevention District (KCCPD) Fund. The debt highlighted in this section is funded thru the KCCPD ¼ cent sales tax option. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year.

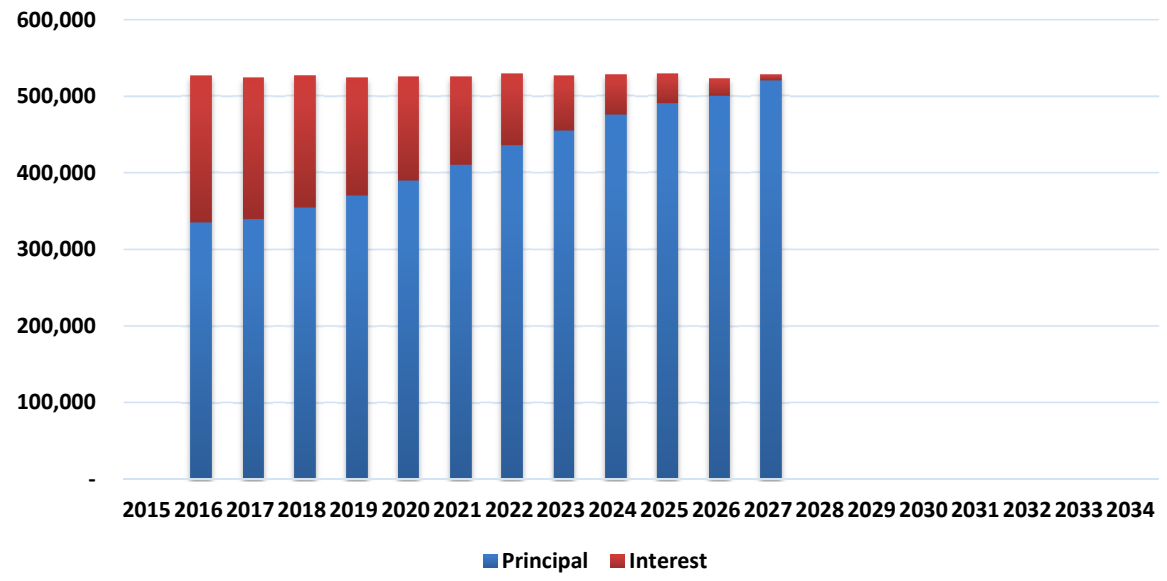


KELLER CRIME CONTROL AND PREVENTION DISTRICT (CCPD) DEBT BY PRINCIPAL AND INTEREST

Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 335,000	\$ 191,100	\$ 526,100
2017	340,000	184,350	524,350
2018	355,000	172,075	527,075
2019	370,000	153,950	523,950
2020	390,000	134,950	524,950
2021	410,000	114,950	524,950
2022	435,000	93,825	528,825
2023	455,000	71,575	526,575
2024	475,000	53,075	528,075
2025	490,000	38,600	528,600
2026	500,000	23,750	523,750
2027	520,000	8,125	528,125
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-

Total	\$ 5,075,000	\$ 1,240,325	\$ 6,315,325
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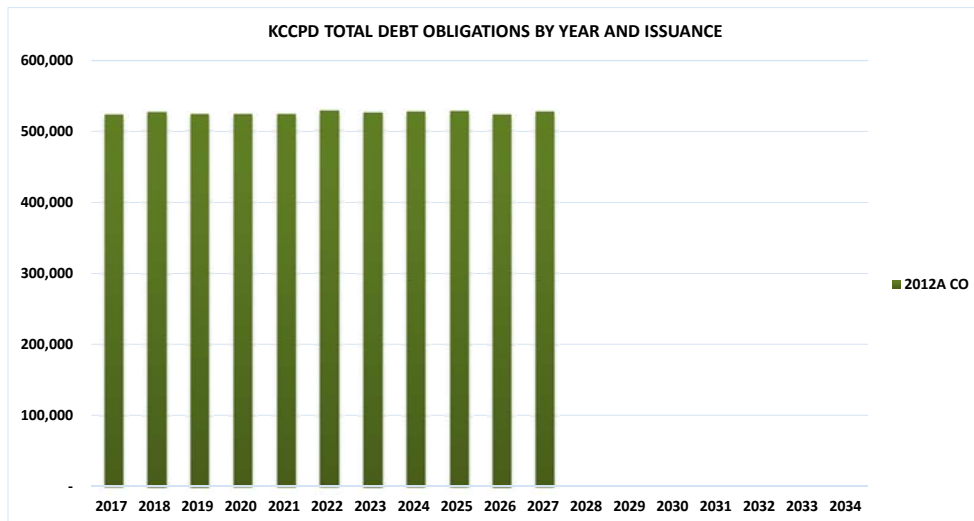
CCPD DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

P
2012A

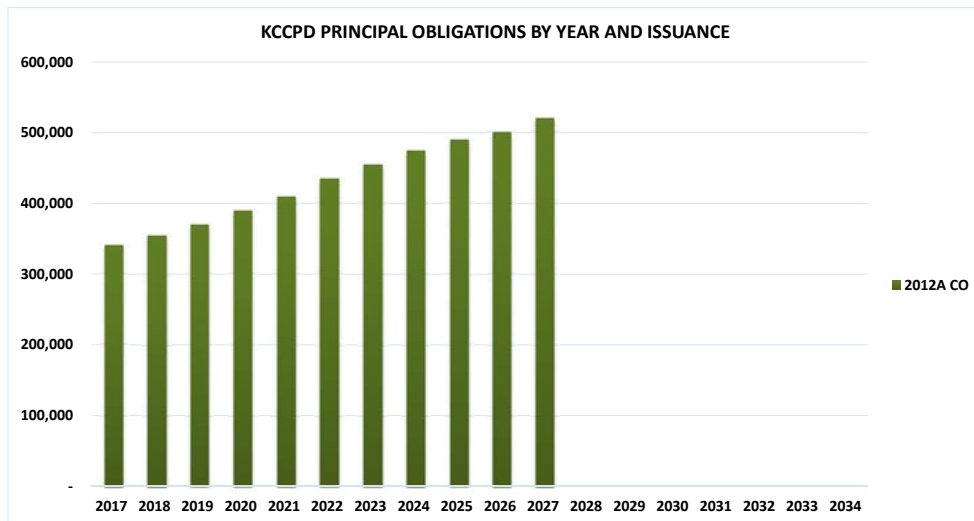
Year	CERTIFICATE OF OBLIGATION	TOTAL
2016	\$ 526,100	\$ 526,100
2017	524,350	524,350
2018	527,075	527,075
2019	523,950	523,950
2020	524,950	524,950
2021	524,950	524,950
2022	528,825	528,825
2023	526,575	526,575
2024	528,075	528,075
2025	528,600	528,600
2026	523,750	523,750
2027	528,125	528,125
2028	-	-
2029	-	-
2030	-	-
2031	-	-
2032	-	-
2033	-	-
2034	-	-
2035	-	-
2036	-	-
2037	-	-
2038	-	-
2039	-	-
2040	-	-
Total	\$ 6,315,325	\$ 6,315,325



KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

P
2012A

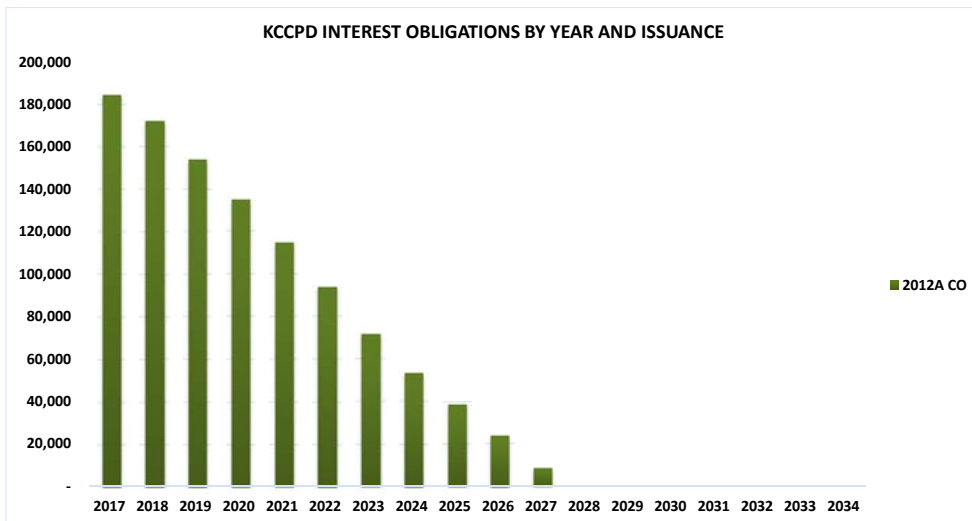
Year	CERTIFICATE OF OBLIGATION	TOTAL
2016	\$ 335,000	\$ 335,000
2017	340,000	340,000
2018	355,000	355,000
2019	370,000	370,000
2020	390,000	390,000
2021	410,000	410,000
2022	435,000	435,000
2023	455,000	455,000
2024	475,000	475,000
2025	490,000	490,000
2026	500,000	500,000
2027	520,000	520,000
2028	-	-
2029	-	-
2030	-	-
2031	-	-
2032	-	-
2033	-	-
2034	-	-
2035	-	-
2036	-	-
2037	-	-
2038	-	-
2039	-	-
2040	-	-
Total	\$ 5,075,000	\$ 5,075,000



KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

P
2012A

Year	CERTIFICATE OF OBLIGATION	TOTAL
2016	\$ 191,100	\$ 191,100
2017	184,350	184,350
2018	172,075	172,075
2019	153,950	153,950
2020	134,950	134,950
2021	114,950	114,950
2022	93,825	93,825
2023	71,575	71,575
2024	53,075	53,075
2025	38,600	38,600
2026	23,750	23,750
2027	8,125	8,125
2028	-	-
2029	-	-
2030	-	-
2031	-	-
2032	-	-
2033	-	-
2034	-	-
2035	-	-
2036	-	-
2037	-	-
2038	-	-
2039	-	-
2040	-	-
Total	\$ 1,240,325	\$ 1,240,325



LIBRARY SPECIAL REVENUE FUND

FUND DESCRIPTION:

The Library Special Revenue Fund accounts for special contributions, donations and related expenditures for the Keller Public Library.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Library Non-Resident Charge	\$ 2,576	\$ 2,500	\$ 2,381	\$ 2,562	\$ 62
Grant-State Miscellaneous	1,884	-	510	-	-
Interest Revenue-Investments	118	560	258	560	-
Donations-Friends Of Library	-	-	-	-	-
Donations-From Utility Billing	7,785	7,500	7,815	7,500	-
Donations-Library	-	-	-	-	-
Donations-Library Designated	25,658	10,000	27,400	10,000	-
TOTAL	\$ 38,021	\$ 20,560	\$ 38,364	\$ 20,622	\$ 62

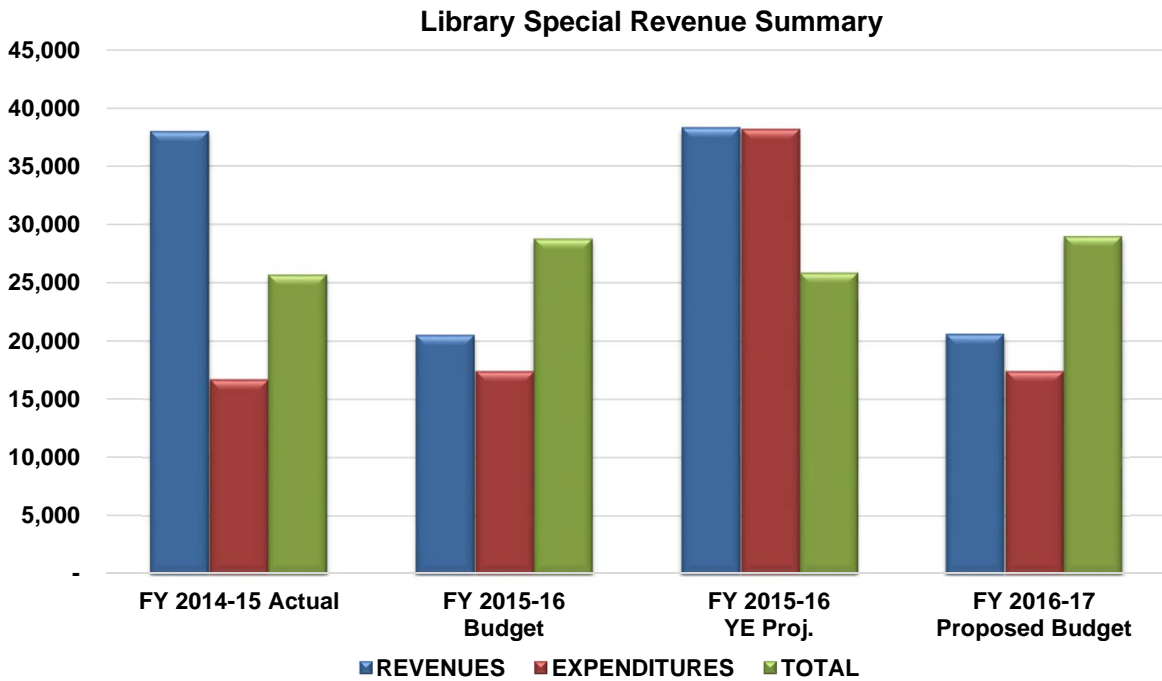
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	16,790	17,500	38,205	17,500	-
Debt service	-	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 16,790	\$ 17,500	\$ 38,205	\$ 17,500	\$ -

LIBRARY SPECIAL REVENUE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 38,021	\$ 20,560	\$ 38,364	\$ 20,622	\$ 62
EXPENDITURES	16,790	17,500	38,205	17,500	-
VARIANCE	21,230	3,060	159	3,122	62
TOTAL	\$ 25,732	\$ 28,792	\$ 25,891	\$ 29,013	\$ 221



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION SPECIAL REVENUE FUND

FUND DESCRIPTION:

The Recreation Special Revenue Fund accounts for specific revenues, including grants, tree restoration, fines and miscellaneous fees and donations associated with operations and activities of the City's recreation programs.

DEPARTMENT DESCRIPTION:

Recreation Programs Division:

The Recreation Programs division is responsible for administering the activities of the programs and youth sport teams offered outside of the Keller Pointe. Administrative functions of the recreation program are included in the General Fund Parks and Recreation budget. The special revenue fund accounts for program supplies and services that are direct costs of the recreation programs and teams

Special Events Division:

The Special Events budget accounts for special event activities administered by the department, including Rock the Park, Holly Days, Egg Scramble, Keller Summer Nights, Daddy/Daughter Dance, Campout, Outdoor Holiday Yard Decorating Contest, Concerts in the Park (2), and Fishing for Fun. Approximately 33 percent (\$40,570) of the funding for special events is supported by the General Fund for the community Trash Off events (2), Keller Summer Nights (5), volunteer recognition, and a portion of Holly Days in addition to city staff. The remaining 67% (\$82,140) is generated through 50-cent water bill donations, community partner donations/sponsorships, grants, and fees.

Senior Svcs Programs and Trips: The Senior Services Division accounts for senior recreation programs and trips. These activities are funded by class/ trip fees, sponsorships, grants and donations. Administrative staffing for these activities is included in the General Fund Parks and Recreation budget.

DEPARTMENT/DIVISION GOALS:

1. Foster tourism, showcase local businesses and organizations and provide citizens an economical means of recreation through the creation and implementation of a variety of enriching programs and special events.
2. Inspire environmental stewardship and healthy lifestyles through the management of Keller Proud and Texas Amateur Athletic Federation Programs.
3. Ensure sustainability of citywide special events through the expansion of our resources and encouragement of community involvement by:
 - a. Fostering partnerships with civic groups, businesses, foundations and neighboring communities that align with our core values.
 - b. Maintaining and promoting an active and rewarding volunteer program.
 - c. Creating loyal sponsorships and developing new opportunities for businesses to feature their products and services.
4. Attract individuals and businesses to the area by providing quality customer experiences that leave the guests with that "wow factor".
5. Continue to enhance communication regarding recreation programs, events and facilities through social, electronic and print media.

SENIOR

1. Encourage healthy and active lifestyles through health and wellness programs, life enrichment classes, as well as education and travel opportunities.
2. Create new technology programs that meet the needs of our aging population to include: internet, tablet, and smart phones.
3. Ensure sustainability of senior adult activities and programs through the expansion of our resources and encouragement of community involvement.
4. Enhance awareness of the Senior Activities Center through public events and promotion of our programs on social, electronic and print media.
5. Ensure that all guests are provided with quality customer care in the delivery of services and programs that exceeds their expectations to maintain a loyal and growing participant base.
6. Creating loyal sponsors and developing new opportunities for businesses to feature their products and services.
7. Foster partnerships with individuals, civic groups, businesses, foundations and neighboring communities that with our core values.

RECREATION SPECIAL REVENUE FUND

DEPARTMENT/DIVISION OBJECTIVES:

1. Create free to low cost events that appeal to a large demographics. Specifically 90% family friendly, 10% young adults.
2. Create opportunities for revitalization of community through trash bash, fishing, adopt-a-st and adopt-a- spot programs, in addition to promoting Tree City through Arbor Day celebrations.
3. Build 5 new partnerships in addition to existing partnerships.
4. Provide social media outlets for reviewing of our dept. and customer service experiences.
5. Create a cohesive marketing strategy for all recreation divisions that increased social media following by 25%.

SENIOR

1. Partner with local high school technology department to create technology classes led by high school students.
2. Increase Sponsorship opportunities through newsletter advertisements and annual fundraiser.
3. Offer multigenerational classes to enhance awareness of the senior activities center to the public.
4. Increase the amount and variety of trips offered.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Grant-Misc Grants	\$ 211,536	\$ -	\$ -	\$ -	\$ -
Cash (Over)Short	40	-	-	-	-
Interest Revenue-Investments	2,241	1,250	2,250	1,250	-
Revenue-Tree Restoration	-	30,000	30,000	30,000	-
Revenue-Taaf Swimming	38,728	39,000	39,000	39,000	-
Revenue-Misc Special Events	15,924	44,500	44,500	44,500	-
Revenue-Hollydays	2,400	4,600	4,600	6,000	1,400
Revenue-Rock The Park	47,398	46,000	60,000	60,000	14,000
Revenue-Sr Svs Recreation	22,103	14,000	16,000	14,000	-
Revenue-Sr Svs Trips	33,700	25,000	25,000	25,000	-
Revenue-Ticket Sales	202	300	300	300	-
Donations-Utility Billing	7,773	7,200	7,200	7,200	-
Donations-Sr Svcs	16,378	7,000	40,000	7,000	-
Donations-Mmow Meals On Wheels	8,825	9,000	6,000	9,000	-
Donations-Sr Svs Newsletter	-	8,000	6,000	8,000	-
Donations-Parks	-	2,250	2,250	2,250	-
Donations-Recreation	-	-	-	-	-
Donations-Concerts In The Park	5,000	-	-	-	-
Donations-Veterans Memorial	225	300	300	300	-
TOTAL	\$ 412,472	\$ 238,400	\$ 283,400	\$ 253,800	\$ 15,400

RECREATION SPECIAL REVENUE FUND

EXPENDITURE SUMMARY

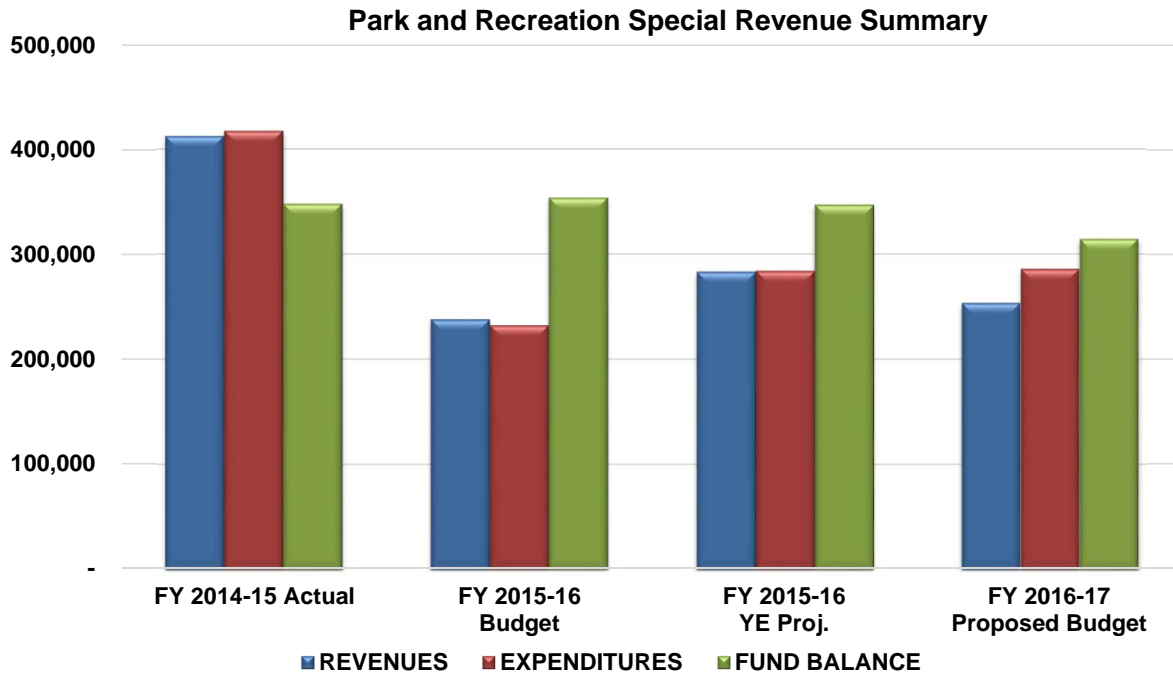
	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
<u>EXPENDITURES BY DIVISION:</u>					
Administration	\$ -	\$ 7,200	\$ 7,200	\$ 7,200	\$ -
Senior Services Programs	60,798	64,850	97,344	102,850	38,000
Recreation Programs	-	-	-	-	-
Special Events	135,151	128,100	147,500	143,600	15,500
Grant and Donation Projects	221,538	32,550	32,450	32,550	-
TOTAL	\$ 417,486	\$ 232,700	\$ 284,494	\$ 286,200	\$ 53,500

<u>EXPENDITURES BY CATEGORY:</u>					
Personnel services	\$ 2,363	\$ 1,400	\$ 2,344	\$ 1,400	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	195,065	231,300	282,150	284,800	53,500
Capital outlay	220,058	-	-	-	-
TOTAL	\$ 417,486	\$ 232,700	\$ 284,494	\$ 286,200	\$ 53,500

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 412,472	\$ 238,400	\$ 283,400	\$ 253,800	\$ 15,400
EXPENDITURES	417,486	232,700	284,494	286,200	53,500
VARIANCE	(5,014)	5,700	(1,094)	(32,400)	(38,100)
FUND BALANCE	\$ 348,120	\$ 353,820	\$ 347,026	\$ 314,626	\$ (39,194)

RECREATION SPECIAL REVENUE FUND



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	-	-	-	-	-
Senior Services Programs	-	-	-	-	-
Recreation Programs	-	-	-	-	-
Special Events	-	-	-	-	-
Grant and Donation Projects	-	-	-	-	-
Memorial Park Expenditures	-	-	-	-	-
Concerts in the Park	-	-	-	-	-
Non-Departmental	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION SPECIAL REVENUE FUND

RECREATION SPECIAL REVENUE FUND ADMINISTRATION DIVISION (112-630)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	-	7,200	7,200	7,200	-
Capital outlay	-	-	-	-	-
TOTAL	\$ -	\$ 7,200	\$ 7,200	\$ 7,200	\$ -

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION SPECIAL REVENUE FUND

RECREATION SPECIAL REVENUE FUND SENIOR SERVICES PROGRAMS DIVISION (112-635)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 2,363	\$ 1,400	\$ 2,344	\$ 1,400	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	58,435	63,450	95,000	101,450	38,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 60,798	\$ 64,850	\$ 97,344	\$ 102,850	\$ 38,000

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION SPECIAL REVENUE FUND

RECREATION SPECIAL REVENUE FUND SPECIAL EVENTS DIVISION (112-642)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	135,151	128,100	147,500	143,600	15,500
Capital outlay	-	-	-	-	-
TOTAL	\$ 135,151	\$ 128,100	\$ 147,500	\$ 143,600	\$ 15,500

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION SPECIAL REVENUE FUND

RECREATION SPECIAL REVENUE FUND GRANT AND DONATION PROJECTS DIVISION (112-643)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	1,479	32,550	32,450	32,550	-
Capital outlay	220,058	-	-	-	-
TOTAL	\$ 221,538	\$ 32,550	\$ 32,450	\$ 32,550	\$ -

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

MUNICIPAL COURT SPECIAL REVENUE FUND

FUND DESCRIPTION:

The Municipal Court Special Revenue Fund accounts for technology and building security fees collected from Municipal Court citations. Expenditures from these fees are specifically designated by state law.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Muni Ct-Technology Fees (Mctf)	\$ 32,730	\$ 31,000	\$ 34,036	\$ 31,319	\$ 319
Muni Ct-Bldg Security Fees	24,353	23,000	25,340	23,394	394
Muni Ct-School Crossing Fines	18,909	20,000	15,464	12,476	(7,524)
Muni Ct-Teen Court Fines	1,387	2,250	2,337	1,648	(602)
Muni Ct-Juvenile Case Mgr Fine	48,300	45,000	55,343	45,000	-
Interest Revenue-Investments	2,489	2,440	3,767	2,440	-
TOTAL	\$ 128,168	\$ 123,690	\$ 136,287	\$ 116,277	\$ (7,413)

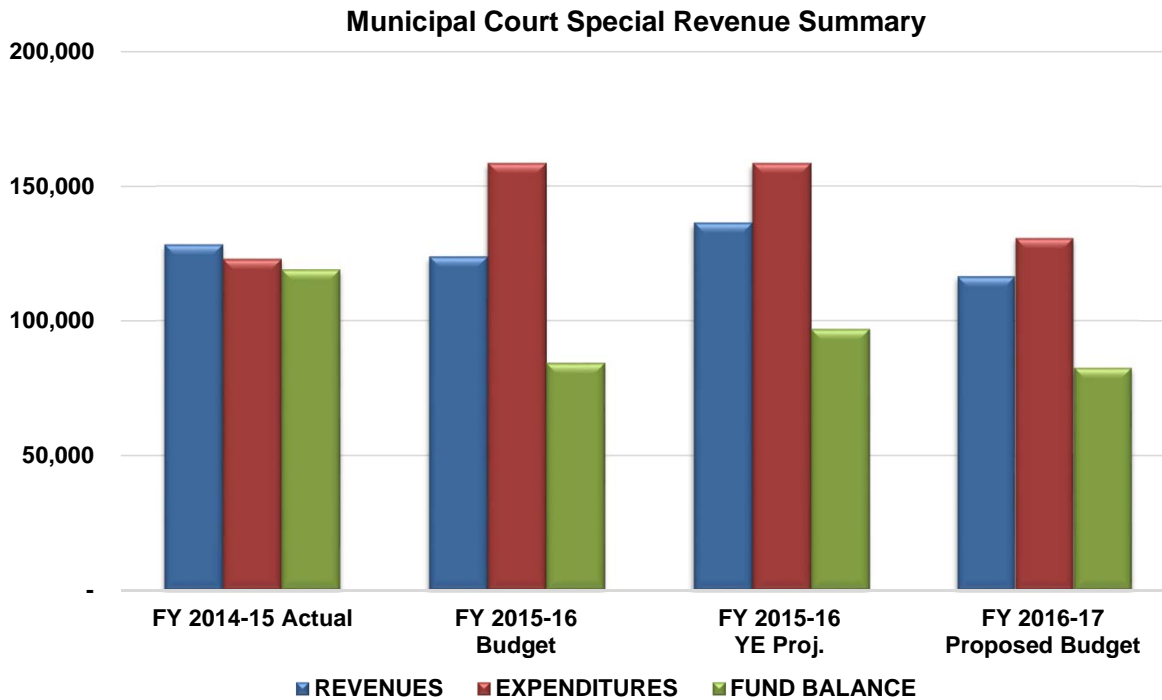
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	55,302	63,740	60,240	44,357	(19,383)
Services & other	38,200	62,027	65,527	86,243	24,216
Capital outlay	29,400	32,650	32,650	-	(32,650)
TOTAL	\$ 122,902	\$ 158,417	\$ 158,417	\$ 130,600	\$ (27,817)

MUNICIPAL COURT SPECIAL REVENUE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 128,168	\$ 123,690	\$ 136,287	\$ 116,277	\$ (7,413)
EXPENDITURES	122,902	158,417	158,417	130,600	(27,817)
VARIANCE	5,266	(34,727)	(22,130)	(14,323)	20,404
FUND BALANCE	\$ 118,946	\$ 84,219	\$ 96,816	\$ 82,493	\$ (1,726)



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

PUBLIC EDUCATION AND GOVERNMENT CABLE FRANCHISE FEE FUND

FUND DESCRIPTION:

The PEG Cable Franchise Fee Fund accounts for cable franchise PEG fees charged in accordance with Section 622(g)(2)© of the Cable Act (47 U.S.C. §542(g)(2)(c)). PEG fees are remitted to the City by cable television providers. Fees may be used for capital costs for PEG facilities, including purchases of equipment used in the broadcasting and/or dissemination of public information. The purpose of this program is to account for funds received for Public, Educational and Governmental Access Channel (PEG) Fee that is paid to municipalities by state-issued cable and video franchisees pursuant to Chapter 66, Section 66.006 (b). Chapter 66, Sec. 66.006 (b), Texas Utilities Code requires the PEG Fee to be used by a city "as allowed by federal law."¹ Generally this means the PEG Fee may be spent on capital cost items for PEG access channel facilities, otherwise they may be applied as a credit and counted as part of the 5% gross revenue franchise fee.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Franchise Fees-Verizon	\$ 123,674	\$ 120,000	\$ 125,666	\$ 123,451	\$ 3,451
Franchise Fees-Tv Cable	9,253	10,000	13,389	16,966	6,966
Franchise Fees-Sbc/At&T	24,571	22,000	23,427	21,939	(61)
Franchise Fee-One Source Comm	8,341	6,000	9,048	9,048	3,048
Interest Revenue-Investments	2,219	2,130	4,105	2,130	-
TOTAL	\$ 168,057	\$ 160,130	\$ 175,635	\$ 173,534	\$ 13,404

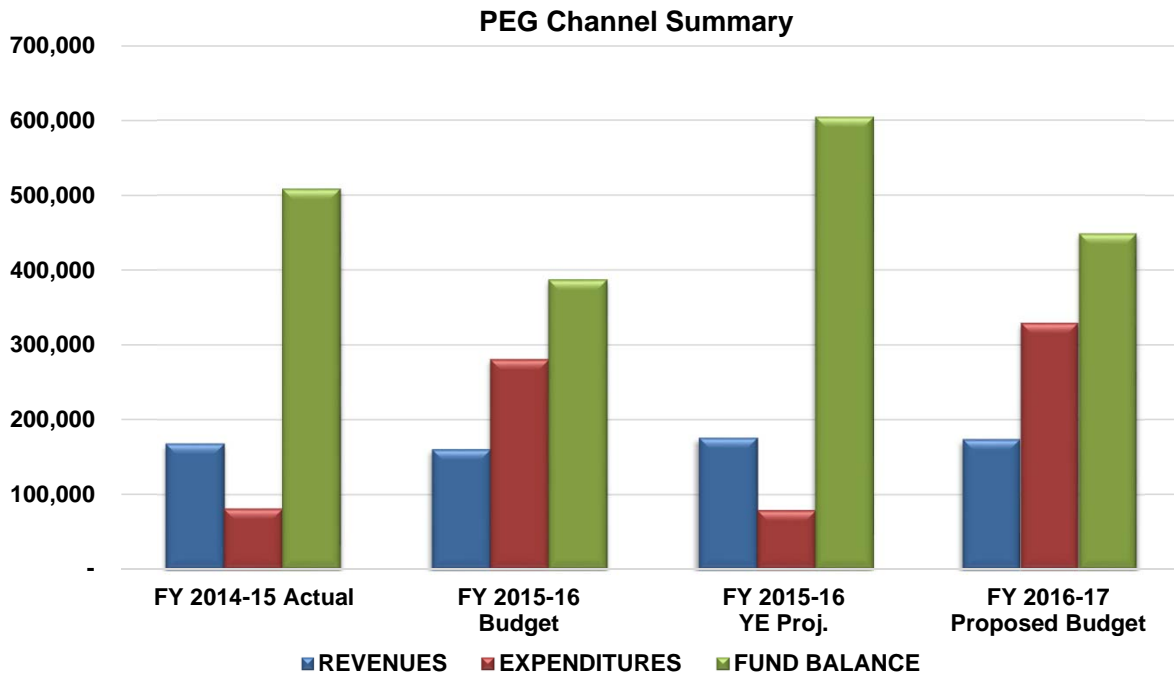
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	22,437	30,645	29,420	36,450	5,805
Services & other	-	-	-	7,500	7,500
Capital outlay	59,044	250,000	50,000	285,000	35,000
TOTAL	\$ 81,481	\$ 280,645	\$ 79,420	\$ 328,950	\$ 48,305

PUBLIC EDUCATION AND GOVERNMENT CABLE FRANCHISE FEE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 168,057	\$ 160,130	\$ 175,635	\$ 173,534	\$ 13,404
EXPENDITURES	81,481	280,645	79,420	328,950	48,305
VARIANCE	86,576	(120,515)	96,215	(155,416)	(34,901)
FUND BALANCE	\$ 508,241	\$ 387,726	\$ 604,456	\$ 449,040	\$ 61,314



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

COMMUNITY CLEAN-UP FUND

FUND DESCRIPTION:

The purpose of this program is to provide public services that assist in keeping the City of Keller free and clear of any debris, waste, refuse or other items that may cause a public safety issue, be a public nuisance or be a detriment to the aesthetics of the community. Funded through a monthly fee assessed on residential customers, this program provides for clean-up programs within the community including, but not limited to, storm debris pick-up, city-wide clean-ups and educational and promotional activities.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Solid Waste/Garbage Fees	\$ 33,699	\$ 32,000	\$ 33,486	\$ 32,504	\$ 504
Interest Revenue-Investments	740	440	1,301	440	-
TOTAL	\$ 34,439	\$ 32,440	\$ 34,787	\$ 32,944	\$ 504

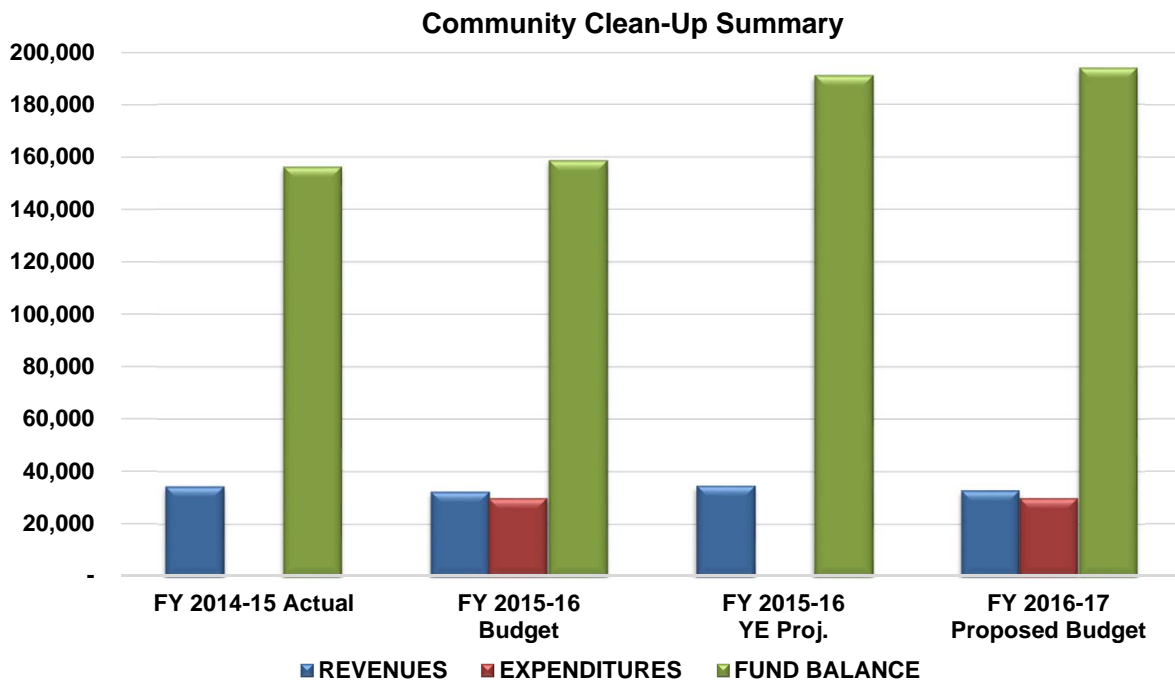
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	2,000	-	2,000	-
Services & other	-	28,000	-	28,000	-
Capital outlay	-	-	-	-	-
TOTAL	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -

COMMUNITY CLEAN-UP FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 34,439	\$ 32,440	\$ 34,787	\$ 32,944	\$ 504
EXPENDITURES	-	30,000	-	30,000	-
VARIANCE	34,439	2,440	34,787	2,944	504
FUND BALANCE	\$ 156,332	\$ 158,772	\$ 191,119	\$ 194,063	\$ 35,291



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

STREET AND SIDEWALK IMPROVEMENTS FUND

FUND DESCRIPTION:

The Street/Sidewalk/Drainage Improvements fund is a recurring capital project fund, funded from the street maintenance sales tax effective April 2004, developer sidewalk fees, street assessments and transfers from other funds. Street assessments are generally transferred to the Debt Service Fund for retirement of debt issued to fund the related street improvement. Expenditures are designated for street, sidewalk, and drainage improvements.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
City Sales Taxes	\$ 1,355,162	\$ 1,445,291	\$ 1,453,413	\$ 1,453,413	\$ 8,122
Sidewalk Fees	48,500	30,000	65,179	46,430	16,430
Write Off Recovery	(179)	-	-	-	-
I/G Rev-Street/Sidewalk Cip	(0)	-	-	-	-
Interest Revenue-Investments	14,315	7,500	21,012	18,278	10,778
Interest Revenue-Assessments	176	170	176	176	6
TOTAL	\$ 1,417,972	\$ 1,482,961	\$ 1,539,780	\$ 1,518,297	\$ 35,336

EXPENDITURE SUMMARY

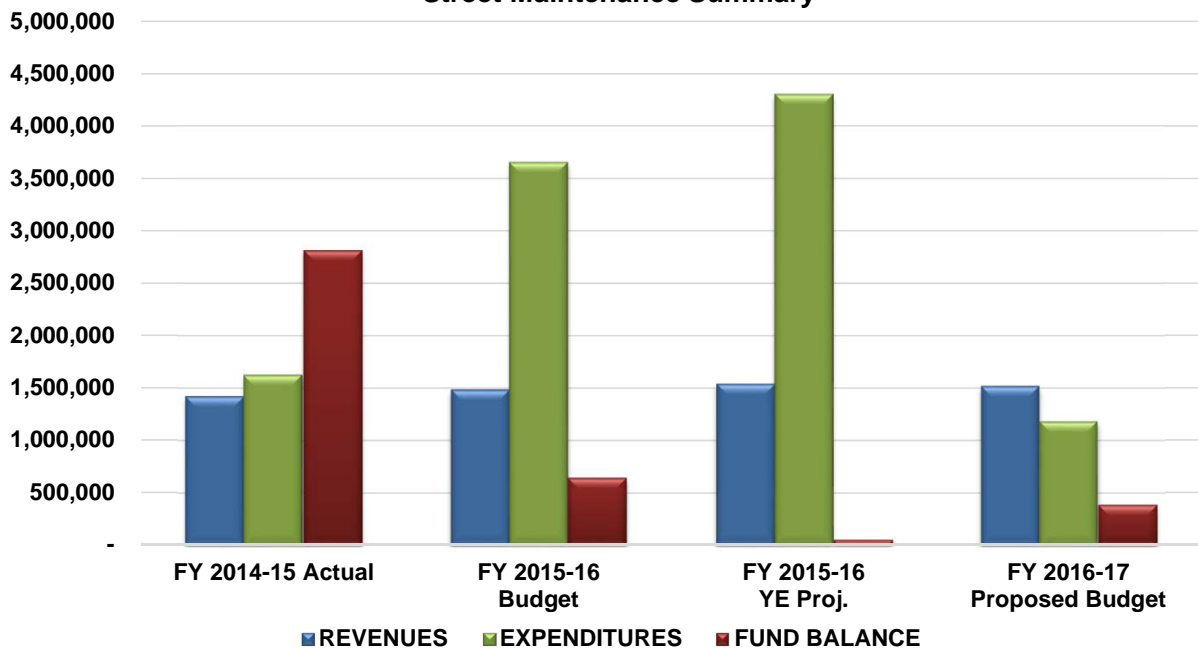
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	120,538	88,575	88,575	80,000	(8,575)
Services & other	-	-	-	-	-
Capital outlay	1,506,572	3,567,888	4,214,825	1,105,000	(2,462,888)
TOTAL	\$ 1,627,110	\$ 3,656,463	\$ 4,303,400	\$ 1,185,000	\$ (2,471,463)

STREET AND SIDEWALK IMPROVEMENTS FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,417,972	\$ 1,482,961	\$ 1,539,780	\$ 1,518,297	\$ 35,336
EXPENDITURES	1,627,110	3,656,463	4,303,400	1,185,000	(2,471,463)
VARIANCE	(209,137)	(2,173,502)	(2,763,620)	333,297	2,506,799
FUND BALANCE	\$ 2,816,419	\$ 642,917	\$ 52,799	\$ 386,096	\$ (256,821)

Street Maintenance Summary



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



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DEBT SERVICE FUNDS

The debt service funds provide funding for the city's debt payments. For the City of Keller, the funds considered to be Debt Service Funds are the Debt fund, which is supported by property taxes, and Tax Increment Reinvestment Zone (TIRZ) Fund which is supported by property taxes within the TIRZ. Included in the in the section is a summary of legal debt margin, summary of each fund, details on the adopted year's payment, and summary of outstanding debt payments for the Debt Service Fund, TIRZ Fund, and City-Wide overall payments.

Note: Out-going payments for debt supported by either the Water and Wastewater Fund, Keller Development Corporation, and Keller Crime Control and Prevention District can be found in the respective fund section of the budget.



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DEBT SERVICE FUND

FUND DESCRIPTION:

The Debt Service Fund is used to account for the accumulation of resources for and the payment of, general long-term debt principal and interest. Except for interfund transfers, this fund does not account for obligations backed by self-supporting activities, such as the Water and Wastewater Fund.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Current Taxes	\$ 4,769,429	\$ 4,508,920	\$ 4,964,206	\$ 5,770,148	\$ 1,261,228
Delinquent Taxes	16,836	26,200	30,488	26,375	175
Penalty & Interest-Taxes	15,187	21,300	15,662	18,505	(2,795)
Premium On Debt Issuance	275,735	-	-	-	-
Debt Issuance-Refunding Bonds	5,125,000	-	-	-	-
Interest Revenue-Investments	6,852	7,500	10,376	13,052	5,552
Transfer From Kdc	131,688	603,185	72,720	-	(603,185)
Transfer From W&S Fund	12,255	-	-	-	-
TOTAL	\$ 10,352,982	\$ 5,167,105	\$ 5,093,452	\$ 5,828,080	\$ 660,975

EXPENDITURE SUMMARY

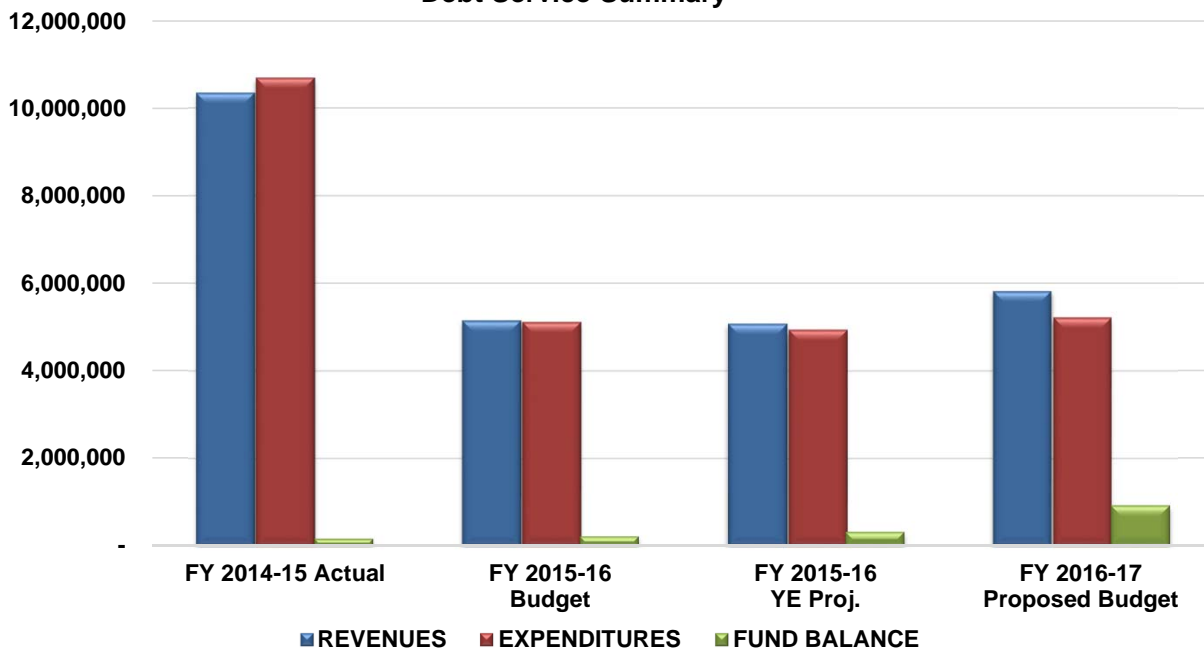
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Services & other	46,371	1,500	-	845,214	843,714
Debt service	9,962,430	4,429,980	4,253,826	3,926,434	(503,546)
Transfers to other funds	687,300	687,300	687,300	449,972	(237,328)
Capital outlay	-	-	-	-	-
TOTAL	\$ 10,696,101	\$ 5,118,780	\$ 4,941,126	\$ 5,221,620	\$ 102,840

DEBT SERVICE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 10,352,982	\$ 5,167,105	\$ 5,093,452	\$ 5,828,080	\$ 660,975
EXPENDITURES	10,696,101	5,118,780	4,941,126	5,221,620	102,840
VARIANCE	(343,119)	48,325	152,326	606,460	558,135
FUND BALANCE	\$ 173,963	\$ 222,288	\$ 326,289	\$ 932,749	\$ 710,461

Debt Service Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

DEBT SERVICE FUND

LEGAL DEBT MARGIN

The State of Texas limits general obligation debt of the City of Keller to a maximum debt service rate of \$2.50 for \$100 assessed valuation and administratively, and the Attorney General of the State of Texas will permit a maximum debt service rate of \$1.50 of ad valorem tax rate for general obligation debt service.

FISCAL YEAR	ASSESSED VALUATION	STATE LEGAL ANNUAL MAXIMUM DEBT LEVEL	ATTORNEY GENERAL	DEBT PER CAPITA
2011	3,524,800,202	88,120,005	52,872,003	147.37
2012	3,561,202,059	89,030,051	53,418,031	144.45
2013	3,625,220,522	90,630,513	54,378,308	133.84
2014	3,697,199,561	92,429,989	55,457,993	135.40
2015	3,927,877,533	98,196,938	58,918,163	127.93
2016	4,031,288,750	100,782,219	60,469,331	119.35
2017	\$ 4,475,507,344	\$ 111,887,684	\$ 67,132,610	\$ 117.40



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DEBT SERVICE FUND OUTSTANDING DEBT SUMMARY

The following is a summary of the current outstanding debt payments for the Debt Service Fund. The debt highlighted in this section is funded thru property tax revenue. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year.

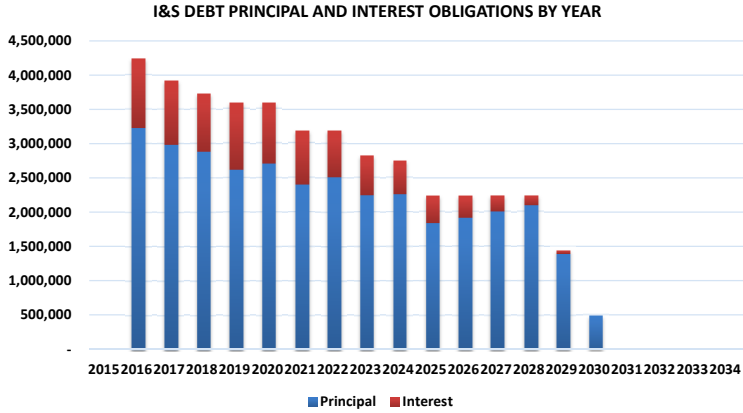
Note: The summary does not reflect debt proposed to be issued during the year, however, estimated issuance costs and payments are included in the budget.



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GENERAL PURPOSE (I&S) DEBT BY PRINCIPAL AND INTEREST

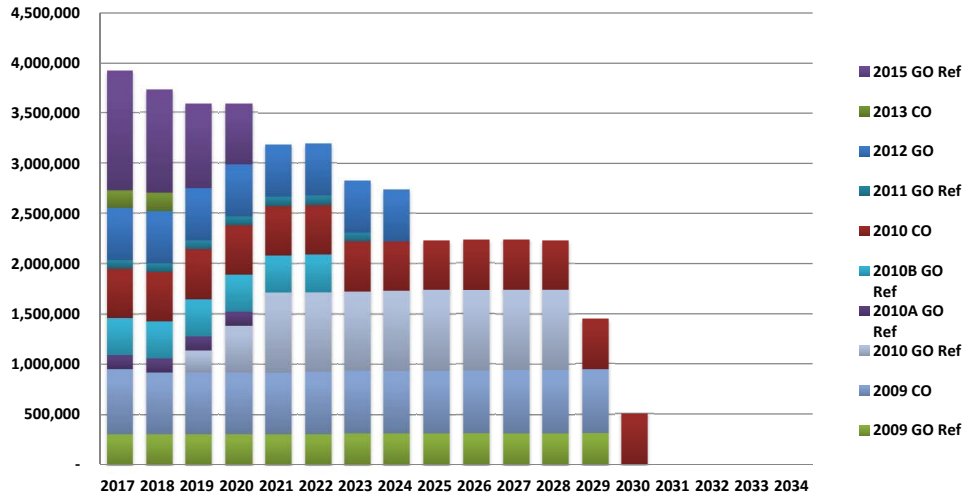
Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 3,234,502	\$ 1,013,324	\$ 4,247,825
2017	2,984,440	935,993	3,920,433
2018	2,882,459	848,506	3,730,965
2019	2,613,624	975,727	3,589,350
2020	2,711,016	876,083	3,587,099
2021	2,403,677	777,891	3,181,569
2022	2,518,459	675,869	3,194,328
2023	2,250,000	575,947	2,825,947
2024	2,260,000	479,742	2,739,742
2025	1,840,000	393,031	2,233,031
2026	1,915,000	314,837	2,229,837
2027	2,005,000	232,360	2,237,360
2028	2,090,000	144,583	2,234,583
2029	1,390,000	52,037	1,442,037
2030	485,000	10,306	495,306
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 33,583,176	\$ 8,306,236	\$ 41,889,412



GENERAL PURPOSE (I&S) OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010 GENERAL OBLIGATION REF & IMP	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2013 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	TOTAL
2016	\$ 301,258	\$ 651,065	\$ -	\$ 133,962	\$ 365,327	\$ 493,973	\$ 22,014	\$ 510,550	\$ 125,047	\$ 1,644,630	\$ 4,247,825
2017	304,458	652,009	-	135,287	369,169	493,224	85,900	514,825	180,062	1,185,500	3,920,433
2018	307,258	612,203	-	136,307	367,441	496,524	88,725	511,850	180,459	1,030,200	3,730,965
2019	304,758	612,103	223,691	137,000	369,826	494,324	91,400	511,550	-	844,700	3,589,350
2020	306,958	611,403	463,691	137,362	371,212	492,174	89,000	513,500	-	601,800	3,587,099
2021	308,653	615,003	795,291	-	364,974	493,624	91,525	512,500	-	-	3,181,569
2022	309,728	617,583	792,091	-	370,728	494,924	93,900	515,375	-	-	3,194,328
2023	315,055	618,903	793,091	-	-	495,624	86,275	517,000	-	-	2,825,947
2024	314,613	623,815	793,091	-	-	495,724	-	512,500	-	-	2,739,742
2025	313,549	627,168	797,091	-	-	495,224	-	-	-	-	2,233,031
2026	316,800	624,023	794,891	-	-	494,124	-	-	-	-	2,229,837
2027	314,355	634,103	796,691	-	-	492,211	-	-	-	-	2,237,360
2028	316,200	627,506	796,556	-	-	494,321	-	-	-	-	2,234,583
2029	317,208	629,453	-	-	-	495,377	-	-	-	-	1,442,037
2030	-	-	-	-	-	495,306	-	-	-	-	495,306
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 4,350,846	\$ 8,756,335	\$ 7,046,178	\$ 679,917	\$ 2,578,677	\$ 7,416,673	\$ 648,739	\$ 4,619,650	\$ 485,568	\$ 5,306,830	\$ 41,889,412

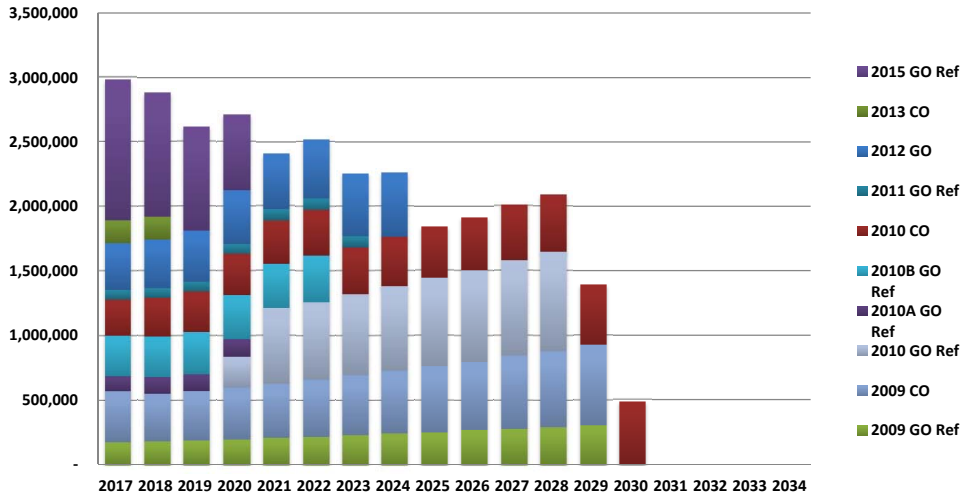
I&S TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



GENERAL PURPOSE (I&S) OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010 GENERAL OBLIGATION REF & IMP	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2013 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	TOTAL
2016	\$ 165,000	\$ 380,000	\$ -	\$ 115,000	298,244	\$ 275,000	\$ 3,088	\$ 350,000	\$ 120,060	\$ 1,528,110	\$ 3,234,502
2017	175,000	395,000	-	120,000	308,440	285,000	70,000	365,000	176,000	1,090,000	2,984,440
2018	185,000	370,000	-	125,000	313,459	300,000	75,000	375,000	179,000	960,000	2,882,459
2019	190,000	385,000	-	130,000	323,624	310,000	80,000	390,000	-	805,000	2,613,624
2020	200,000	400,000	240,000	135,000	336,016	320,000	80,000	410,000	-	590,000	2,711,016
2021	210,000	420,000	580,000	-	343,677	335,000	85,000	430,000	-	-	2,403,677
2022	220,000	440,000	600,000	-	363,459	350,000	90,000	455,000	-	-	2,518,459
2023	235,000	460,000	625,000	-	-	365,000	85,000	480,000	-	-	2,250,000
2024	245,000	485,000	650,000	-	-	380,000	-	500,000	-	-	2,260,000
2025	255,000	510,000	680,000	-	-	395,000	-	-	-	-	1,840,000
2026	270,000	530,000	705,000	-	-	410,000	-	-	-	-	1,915,000
2027	280,000	565,000	735,000	-	-	425,000	-	-	-	-	2,005,000
2028	295,000	585,000	765,000	-	-	445,000	-	-	-	-	2,090,000
2029	310,000	615,000	-	-	-	465,000	-	-	-	-	1,390,000
2030	-	-	-	-	-	485,000	-	-	-	-	485,000
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 3,235,000	\$ 6,540,000	\$ 5,580,000	\$ 625,000	\$ 2,286,918	\$ 5,545,000	\$ 568,088	\$ 3,755,000	\$ 475,060	\$ 4,973,110	\$ 33,583,176

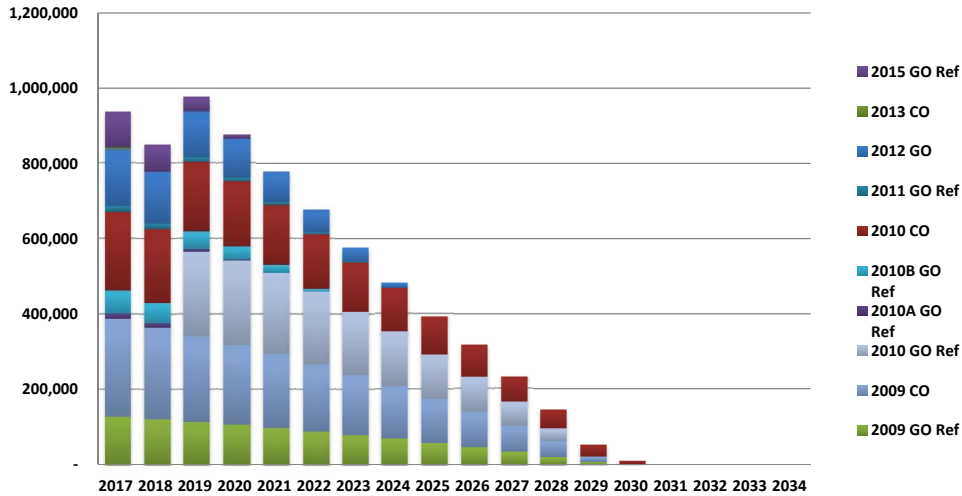
I&S PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE



GENERAL PURPOSE (I&S) OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010 GENERAL OBLIGATION REF & IMP	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2013 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	TOTAL
2016	\$ 136,258	\$ 271,065	\$ -	\$ 18,962	\$ 67,083	\$ 218,973	\$ 18,926	\$ 160,550	\$ 4,987	\$ 116,520	\$ 1,013,324
2017	129,458	257,009	-	15,287	60,729	208,224	15,900	149,825	4,062	95,500	935,993
2018	122,258	242,203	-	11,307	53,982	196,524	13,725	136,850	1,459	70,200	848,506
2019	114,758	227,103	223,691	7,000	46,202	184,324	11,400	121,550	-	39,700	975,727
2020	106,958	211,403	223,691	2,362	35,196	172,174	9,000	103,500	-	11,800	876,083
2021	98,653	195,003	215,291	-	21,297	158,624	6,525	82,500	-	-	777,891
2022	89,728	177,583	192,091	-	7,269	144,924	3,900	60,375	-	-	675,869
2023	80,055	158,903	168,091	-	-	130,624	1,275	37,000	-	-	575,947
2024	69,613	138,815	143,091	-	-	115,724	-	12,500	-	-	479,742
2025	58,549	117,168	117,091	-	-	100,224	-	-	-	-	393,031
2026	46,800	94,023	89,891	-	-	84,124	-	-	-	-	314,837
2027	34,355	69,103	61,691	-	-	67,211	-	-	-	-	232,360
2028	21,200	42,506	31,556	-	-	49,321	-	-	-	-	144,583
2029	7,208	14,453	-	-	-	30,377	-	-	-	-	52,037
2030	-	-	-	-	-	10,306	-	-	-	-	10,306
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 1,115,846	\$ 2,216,335	\$ 1,466,178	\$ 54,917	\$ 291,759	\$ 1,871,673	\$ 80,651	\$ 864,650	\$ 10,508	\$ 333,720	\$ 8,306,236

I&S INTEREST OBLIGATIONS BY YEAR AND ISSUANCE



TAX INCREMENT REINVESTMENT FUND

FUND DESCRIPTION:

The Tax Increment Reinvestment Zone Interest and Sinking Fund accounts for the accumulation of resources for and the payment of long-term debt principal and interest issued by the Keller Town Center TIRZ. TIRZ assessments are paid (assessed) into the I&S fund from each of the participating entities. The TIRZ debt is considered self-supporting debt of the

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Revenue-Tif Taxes/City	\$ -	\$ -	\$ 860,341	\$ 988,047	\$ 988,047
Revenue-Tif Taxes/Kisd	2,294,948	2,287,800	2,679,362	3,148,561	860,761
Revenue-Tif Taxes/Tarrant Co	288,798	279,300	328,366	383,810	104,510
Revenue-Tif Taxes/Tccd	239,525	238,900	277,808	328,318	89,418
Revenue-Tif Taxes/Tchd	245,943	241,100	283,461	331,322	90,222
Debt Issuance-Refunding Bonds	9,545,000	-	-	-	-
Interest Revenue-Investments	709,981	11,250	9,869	257,384	246,134
Transfer From Debt Service	687,300	687,300	687,300	449,972	(237,328)
TOTAL	\$ 14,011,496	\$ 3,745,650	\$ 5,126,507	\$ 5,887,414	\$ 2,141,764

EXPENDITURE SUMMARY

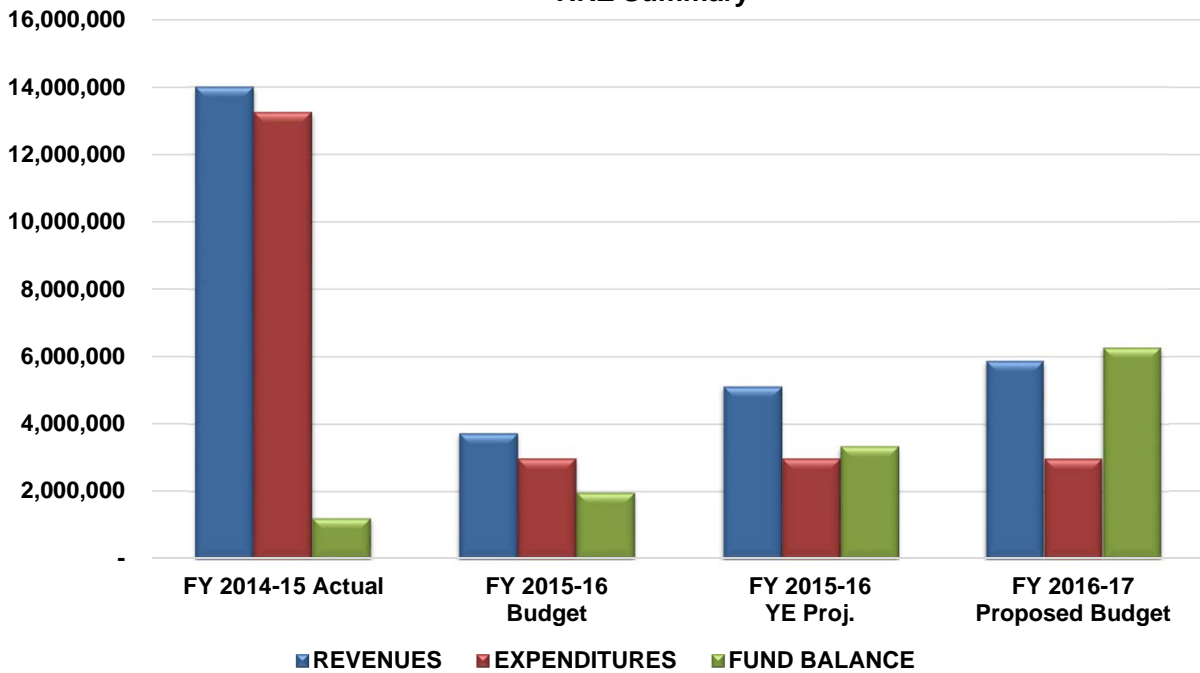
EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	86,607	1,500	1,500	1,500	-
Debt service	13,174,815	2,984,295	2,984,295	2,965,692	(18,603)
Capital outlay	-	-	-	-	-
TOTAL	\$ 13,261,422	\$ 2,985,795	\$ 2,985,795	\$ 2,967,192	\$ (18,603)

TAX INCREMENT REINVESTMENT FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 14,011,496	\$ 3,745,650	\$ 5,126,507	\$ 5,887,414	\$ 2,141,764
EXPENDITURES	13,261,422	2,985,795	2,985,795	2,967,192	(18,603)
VARIANCE	750,074	759,855	2,140,712	2,920,222	2,160,367
FUND BALANCE	\$ 1,208,973	\$ 1,968,828	\$ 3,349,685	\$ 6,269,907	\$ 4,301,079

TIRZ Summary



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



TAX INCREMENT REINVESTMENT ZONE FUND OUTSTANDING DEBT SUMMARY

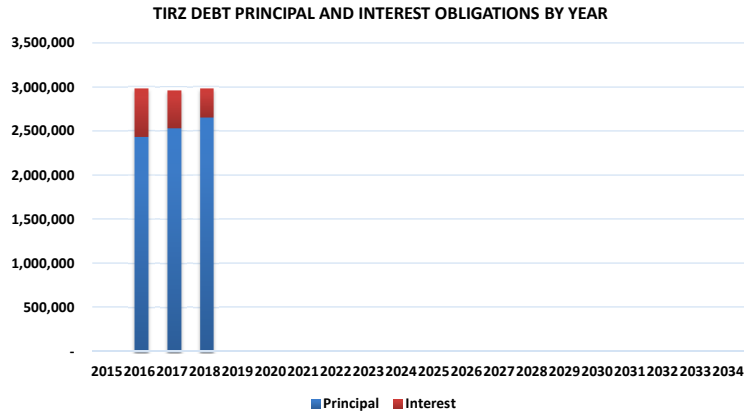
The following is a summary of the current outstanding debt payments for the Tax Increment Reinvestment Zone Fund. The debt highlighted in this section is funded thru property tax revenue collected in the zone and assessments from the other taxing entities in the zone. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year.



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TAX INCREMENT REINVESTMENT ZONE (TIRZ) DEBT BY PRINCIPAL AND INTEREST

Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 2,430,000	\$ 553,441	\$ 2,983,441
2017	2,530,000	434,841	2,964,841
2018	2,655,000	328,766	2,983,766
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 7,615,000	\$ 1,317,049	\$ 8,932,049



TAX INCREMENT REINVESTMENT ZONE (TIRZ) OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2010		2015	TOTAL
	GENERAL OBLIGATION REF & IMP			
2016	\$ 382,629	\$ 2,600,813		\$ 2,983,441
2017	378,279	2,586,563		2,964,841
2018	378,566	2,605,200		2,983,766
2019	-	-		-
2020	-	-		-
2021	-	-		-
2022	-	-		-
2023	-	-		-
2024	-	-		-
2025	-	-		-
2026	-	-		-
2027	-	-		-
2028	-	-		-
2029	-	-		-
2030	-	-		-
2031	-	-		-
2032	-	-		-
2033	-	-		-
2034	-	-		-
2035	-	-		-
2036	-	-		-
2037	-	-		-
2038	-	-		-
2039	-	-		-
2040	-	-		-
Total	\$ 1,139,474	\$ 7,792,575		\$ 8,932,049

TIRZ TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



TAX INCREMENT REINVESTMENT ZONE (TIRZ) OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2010 GENERAL OBLIGATION		2015 TIRZ Bond	TOTAL
	REF & IMP			
2016	\$ 145,000	\$ 2,285,000		\$ 2,430,000
2017	145,000	2,385,000		2,530,000
2018	150,000	2,505,000		2,655,000
2019	-	-		-
2020	-	-		-
2021	-	-		-
2022	-	-		-
2023	-	-		-
2024	-	-		-
2025	-	-		-
2026	-	-		-
2027	-	-		-
2028	-	-		-
2029	-	-		-
2030	-	-		-
2031	-	-		-
2032	-	-		-
2033	-	-		-
2034	-	-		-
2035	-	-		-
2036	-	-		-
2037	-	-		-
2038	-	-		-
2039	-	-		-
2040	-	-		-
Total	\$ 440,000	\$ 7,175,000		\$ 7,615,000

TIRZ PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE



TAX INCREMENT REINVESTMENT ZONE (TIRZ) OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2010		2015	TOTAL
	GENERAL OBLIGATION REF & IMP	TIRZ Bond		
2016	\$ 237,629	\$ 315,813		\$ 553,441
2017	233,279	201,563		434,841
2018	228,566	100,200		328,766
2019	-	-		-
2020	-	-		-
2021	-	-		-
2022	-	-		-
2023	-	-		-
2024	-	-		-
2025	-	-		-
2026	-	-		-
2027	-	-		-
2028	-	-		-
2029	-	-		-
2030	-	-		-
2031	-	-		-
2032	-	-		-
2033	-	-		-
2034	-	-		-
2035	-	-		-
2036	-	-		-
2037	-	-		-
2038	-	-		-
2039	-	-		-
2040	-	-		-
Total	\$ 699,474	\$ 617,575		\$ 1,317,049

TIRZ INTEREST OBLIGATIONS BY YEAR AND ISSUANCE



CITY-WIDE/ALL FUND OUTSTANDING DEBT SUMMARY

The following is a summary of the current outstanding debt payments for the City-wide debt and reflects debt for all funds. Information is provided on total outstanding principle and interest payments per year, total payments by issuance per year, total principle payments by issuance per year, and total interest payments by issuance per year. Additional graphs are provided which reflect funding sources for the City-wide total payments by issuance, principle by issuance, and interest by issuance.

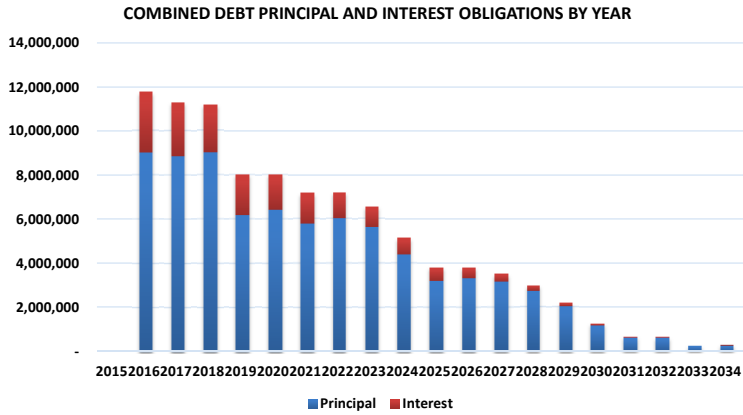
Note: The summary does not reflect debt proposed to be issued during the year, however, estimated issuance costs and payments are included in the budget.



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COMBINED TOTAL DEBT BY PRINCIPAL AND INTEREST

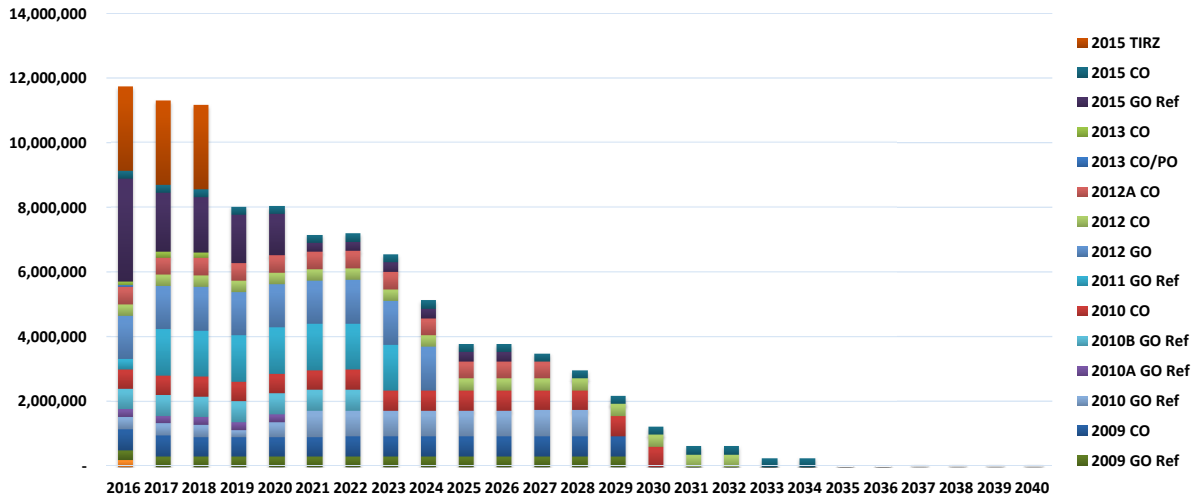
Year	Principal	Interest	Total P+I
2015	-	-	-
2016	\$ 9,024,000	\$ 2,720,318	\$ 11,744,318
2017	8,856,000	2,441,385	11,297,385
2018	9,009,000	2,151,760	11,160,760
2019	6,195,000	1,835,218	8,030,218
2020	6,430,000	1,607,349	8,037,349
2021	5,780,000	1,382,748	7,162,748
2022	6,035,000	1,159,085	7,194,085
2023	5,610,000	936,948	6,546,948
2024	4,390,000	741,900	5,131,900
2025	3,200,000	596,636	3,796,636
2026	3,315,000	478,658	3,793,658
2027	3,140,000	359,123	3,499,123
2028	2,725,000	245,326	2,970,326
2029	2,050,000	133,669	2,183,669
2030	1,170,000	71,571	1,241,571
2031	595,000	42,314	637,314
2032	610,000	24,966	634,966
2033	250,000	12,188	262,188
2034	265,000	4,141	269,141
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 78,649,000	\$ 16,945,301	\$ 95,594,301



COMBINED OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

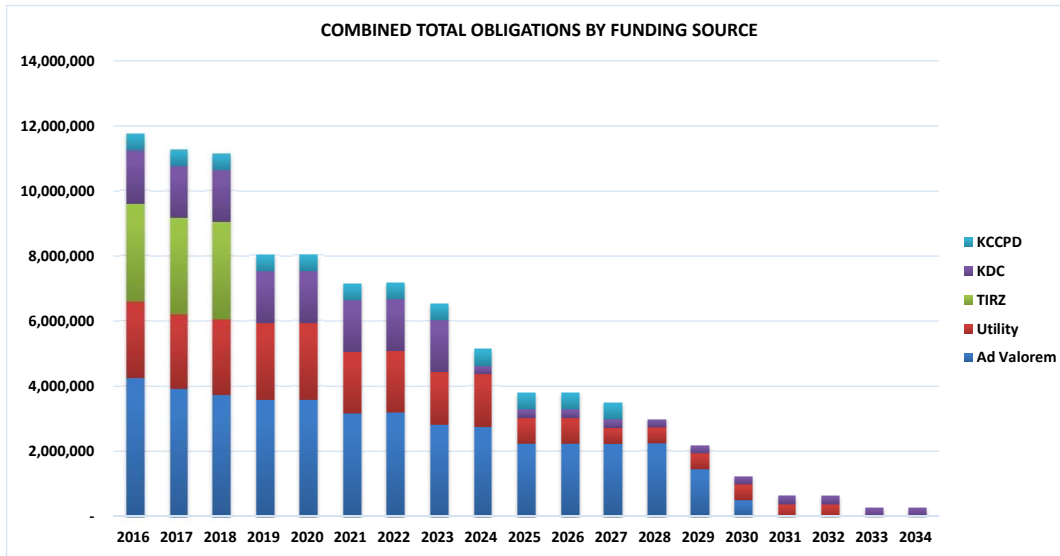
Year	2006	2009	2009	2010	2010A	2010B	2010	2011	2012
	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION
	2006 CO	2009 GO Ref	2009 CO	2010 GO Ref	2010A GO Ref	2010B GO Ref	2010 CO	2011 GO Ref	2012 GO
2016	\$ 204,375	\$ 301,258	\$ 651,065	\$ 382,629	\$ 226,638	\$ 630,838	\$ 611,662	\$ 310,450	\$ 1,345,875
2017	-	304,458	652,009	378,279	230,381	640,338	612,763	1,417,675	1,347,675
2018	-	307,258	612,203	378,566	228,638	638,856	613,263	1,427,050	1,348,550
2019	-	304,758	612,103	223,691	226,463	645,663	613,163	1,430,150	1,343,250
2020	-	306,958	611,403	463,691	223,850	651,800	607,563	1,427,125	1,345,875
2021	-	308,653	615,003	795,291	-	647,800	611,363	1,427,975	1,340,875
2022	-	309,728	617,583	792,091	-	652,800	614,363	1,427,625	1,348,000
2023	-	315,055	618,903	793,091	-	-	611,663	1,426,075	1,347,000
2024	-	314,613	623,815	793,091	-	-	613,263	-	1,347,875
2025	-	313,549	627,168	797,091	-	-	614,063	-	-
2026	-	316,800	624,023	794,891	-	-	614,063	-	-
2027	-	314,355	634,103	796,691	-	-	608,100	-	-
2028	-	316,200	627,506	796,556	-	-	610,994	-	-
2029	-	317,208	629,453	-	-	-	612,575	-	-
2030	-	-	-	-	-	-	612,750	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total	\$ 204,375	\$ 4,350,846	\$ 8,756,335	\$ 8,185,651	\$ 1,135,969	\$ 4,508,094	\$ 9,181,606	\$ 10,294,125	\$ 12,114,975

COMBINED TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



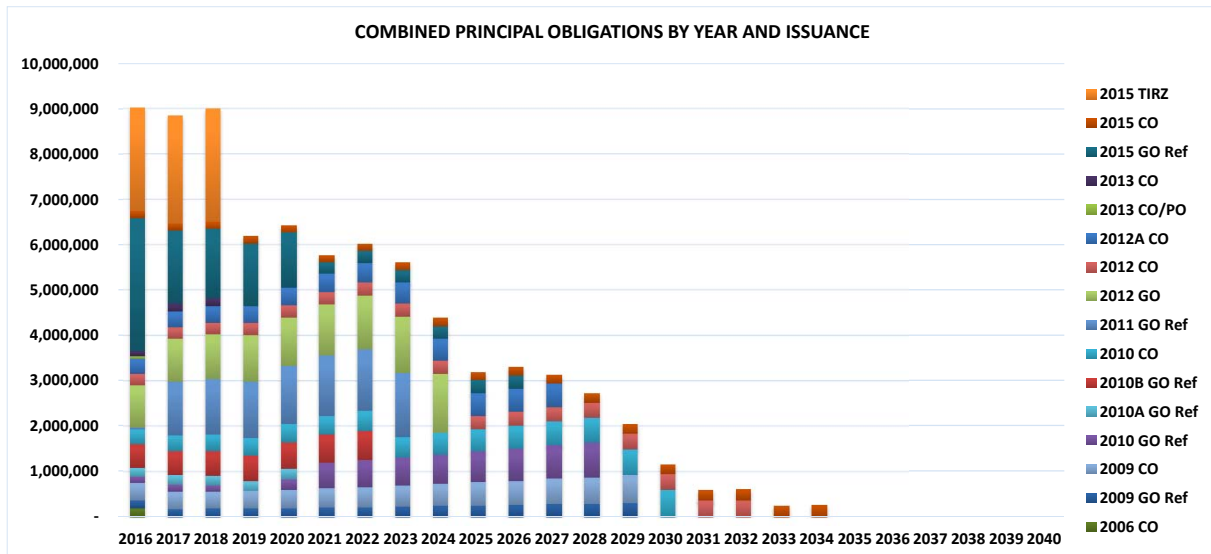
COMBINED OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2012	2012A	2013	2013	2015	2015	2015	TOTAL ALL BONDS
	CERTIFICATE OF OBLIGATION	CERTIFICATE OF OBLIGATION	CERTIFICATE OF OBLIGATION/PUB LIC OFFER	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	TIRZ Bond	
	2012 CO	2012A CO	2013 CO/PO	2013 CO	2015 GO Ref	2015 CO	2015 TIRZ	
2016	\$ 348,601	\$ 526,100	\$ 55,825	\$ 125,047	\$ 3,179,950	\$ 243,194	\$ 2,600,813	11,744,318
2017	348,091	524,350	-	180,062	1,829,500	245,244	2,586,563	11,297,385
2018	351,800	527,075	-	180,459	1,695,425	246,419	2,605,200	11,160,760
2019	349,785	523,950	-	-	1,509,750	247,494	-	8,030,218
2020	352,091	524,950	-	-	1,277,750	244,294	-	8,037,349
2021	353,745	524,950	-	-	291,050	246,044	-	7,162,748
2022	359,753	528,825	-	-	295,625	247,694	-	7,194,085
2023	360,018	526,575	-	-	299,325	249,244	-	6,546,948
2024	359,625	528,075	-	-	301,750	249,794	-	5,131,900
2025	363,648	528,600	-	-	303,200	249,319	-	3,796,636
2026	367,088	523,750	-	-	299,425	253,619	-	3,793,658
2027	365,055	528,125	-	-	-	252,694	-	3,499,123
2028	367,451	-	-	-	-	251,619	-	2,970,326
2029	369,115	-	-	-	-	255,319	-	2,183,669
2030	370,103	-	-	-	-	258,719	-	1,241,571
2031	375,495	-	-	-	-	261,819	-	637,314
2032	375,273	-	-	-	-	259,694	-	634,966
2033	-	-	-	-	-	262,188	-	262,188
2034	-	-	-	-	-	269,141	-	269,141
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ 6,136,735	\$ 6,315,325	\$ 55,825	\$ 485,568	\$ 11,282,750	\$ 4,793,547	\$ 7,792,575	\$ 95,594,301



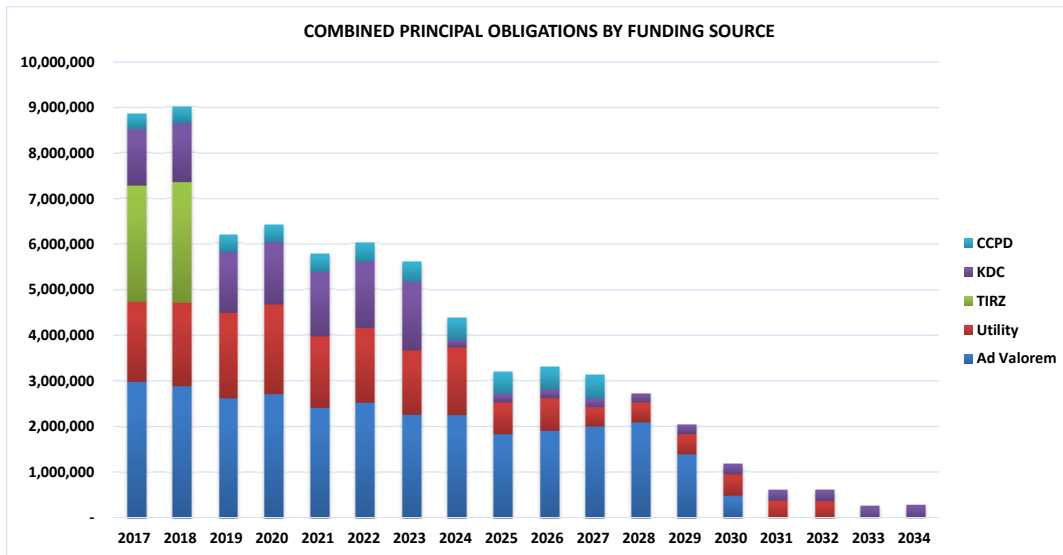
COMBINED OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2006	2009	2009	2010	2010A	2010B	2010	2011	2012
	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION
	2006 CO	2009 GO Ref	2009 CO	2010 GO Ref	2010A GO Ref	2010B GO Ref	2010 CO	2011 GO Ref	2012 GO
2016	\$ 200,000	\$ 165,000	\$ 380,000	\$ 145,000	\$ 195,000	\$ 515,000	\$ 340,000	\$ 40,000	\$ 925,000
2017	-	175,000	395,000	145,000	205,000	535,000	355,000	1,165,000	955,000
2018	-	185,000	370,000	150,000	210,000	545,000	370,000	1,210,000	990,000
2019	-	190,000	385,000	-	215,000	565,000	385,000	1,250,000	1,025,000
2020	-	200,000	400,000	240,000	220,000	590,000	395,000	1,285,000	1,075,000
2021	-	210,000	420,000	580,000	-	610,000	415,000	1,325,000	1,125,000
2022	-	220,000	440,000	600,000	-	640,000	435,000	1,365,000	1,190,000
2023	-	235,000	460,000	625,000	-	-	450,000	1,405,000	1,250,000
2024	-	245,000	485,000	650,000	-	-	470,000	-	1,315,000
2025	-	255,000	510,000	680,000	-	-	490,000	-	-
2026	-	270,000	530,000	705,000	-	-	510,000	-	-
2027	-	280,000	565,000	735,000	-	-	525,000	-	-
2028	-	295,000	585,000	765,000	-	-	550,000	-	-
2029	-	310,000	615,000	-	-	-	575,000	-	-
2030	-	-	-	-	-	-	600,000	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total \$	200,000	3,235,000	6,540,000	6,020,000	1,045,000	4,000,000	6,865,000	9,045,000	9,850,000



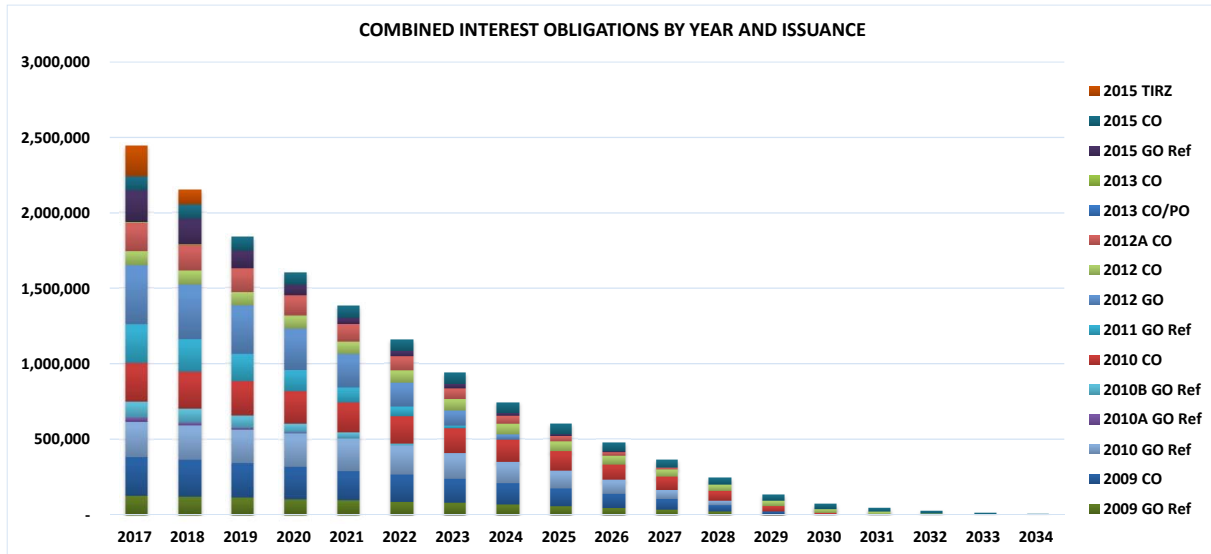
COMBINED OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2012	2012A	2013	2013	2015	2015	2015	TOTAL ALL BONDS
	CERTIFICATE OF OBLIGATION	CERTIFICATE OF OBLIGATION	CERTIFICATE OF OBLIGATION/PUB LIC OFFER	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	TIRZ Bond	
	2012 CO	2012A CO	2013 CO/PO	2013 CO	2015 GO Ref	2015 CO	2015 TIRZ	
2016	\$ 255,000	\$ 335,000	\$ 53,940	\$ 120,060	\$ 2,925,000	\$ 145,000	\$ 2,285,000	9,024,000
2017	255,000	340,000	-	176,000	1,620,000	150,000	2,385,000	8,856,000
2018	260,000	355,000	-	179,000	1,525,000	155,000	2,505,000	9,009,000
2019	260,000	370,000	-	-	1,390,000	160,000	-	6,195,000
2020	265,000	390,000	-	-	1,210,000	160,000	-	6,430,000
2021	270,000	410,000	-	-	250,000	165,000	-	5,780,000
2022	280,000	435,000	-	-	260,000	170,000	-	6,035,000
2023	285,000	455,000	-	-	270,000	175,000	-	5,610,000
2024	290,000	475,000	-	-	280,000	180,000	-	4,390,000
2025	300,000	490,000	-	-	290,000	185,000	-	3,200,000
2026	310,000	500,000	-	-	295,000	195,000	-	3,315,000
2027	315,000	520,000	-	-	-	200,000	-	3,140,000
2028	325,000	-	-	-	-	205,000	-	2,725,000
2029	335,000	-	-	-	-	215,000	-	2,050,000
2030	345,000	-	-	-	-	225,000	-	1,170,000
2031	360,000	-	-	-	-	235,000	-	595,000
2032	370,000	-	-	-	-	240,000	-	610,000
2033	-	-	-	-	-	250,000	-	250,000
2034	-	-	-	-	-	265,000	-	265,000
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ 5,080,000	\$ 5,075,000	\$ 53,940	\$ 475,060	\$ 10,315,000	\$ 3,675,000	\$ 7,175,000	\$ 78,649,000



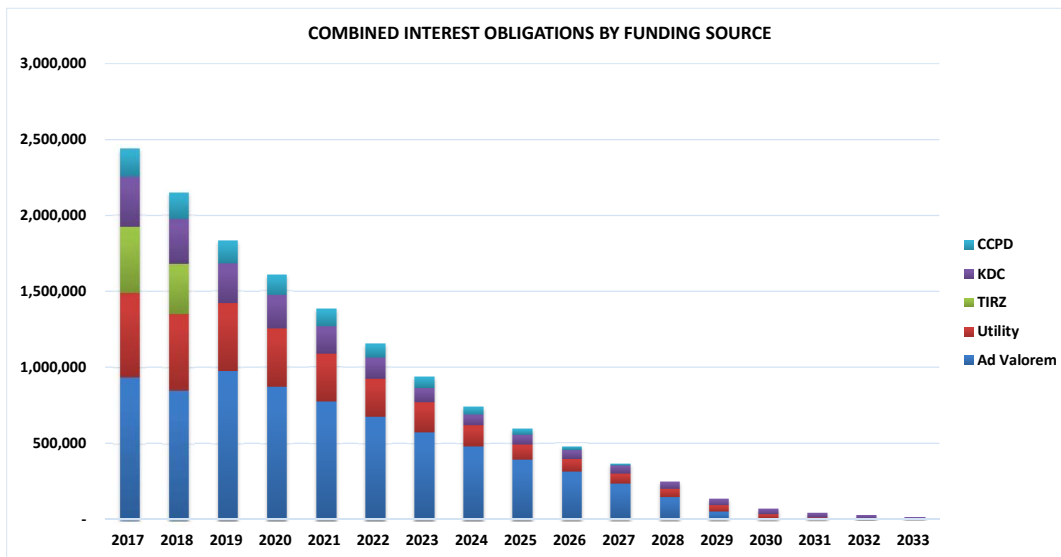
COMBINED OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2006	2009	2009	2010	2010A	2010B	2010	2011	2012
	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION
2015	-	-	-	-	-	-	-	-	-
2016	\$ 4,375	\$ 136,258	\$ 271,065	\$ 237,629	\$ 31,638	\$ 115,838	\$ 271,662	\$ 270,450	\$ 420,875
2017	-	129,458	257,009	233,279	25,381	105,338	257,763	252,675	392,675
2018	-	122,258	242,203	228,566	18,638	93,856	243,263	217,050	358,550
2019	-	114,758	227,103	223,691	11,463	80,663	228,163	180,150	318,250
2020	-	106,958	211,403	223,691	3,850	61,800	212,563	142,125	270,875
2021	-	98,653	195,003	215,291	-	37,800	196,363	102,975	215,875
2022	-	89,728	177,583	192,091	-	12,800	179,363	62,625	158,000
2023	-	80,055	158,903	168,091	-	-	161,663	21,075	97,000
2024	-	69,613	138,815	143,091	-	-	143,263	-	32,875
2025	-	58,549	117,168	117,091	-	-	124,063	-	-
2026	-	46,800	94,023	89,891	-	-	104,063	-	-
2027	-	34,355	69,103	61,691	-	-	83,100	-	-
2028	-	21,200	42,506	31,556	-	-	60,994	-	-
2029	-	7,208	14,453	-	-	-	37,575	-	-
2030	-	-	-	-	-	-	12,750	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
Total \$	4,375	\$ 1,115,846	\$ 2,216,335	\$ 2,165,651	\$ 90,969	\$ 508,094	\$ 2,316,606	\$ 1,249,125	\$ 2,264,975



COMBINED OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2012 CERTIFICATE OF OBLIGATION	2012A CERTIFICATE OF OBLIGATION	2013 CERTIFICATE OF OBLIGATION/PUB LIC OFFER	2013 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2015 TIRZ Bond	TOTAL ALL BONDS
2015	-	-	-	-	-	-	-	-
2016	\$ 93,601	\$ 191,100	\$ 1,885	\$ 4,987	\$ 254,950	\$ 98,194	\$ 315,813	2,720,318
2017	93,091	184,350	-	4,062	209,500	95,244	201,563	2,441,385
2018	91,800	172,075	-	1,459	170,425	91,419	100,200	2,151,760
2019	89,785	153,950	-	-	119,750	87,494	-	1,835,218
2020	87,091	134,950	-	-	67,750	84,294	-	1,607,349
2021	83,745	114,950	-	-	41,050	81,044	-	1,382,748
2022	79,753	93,825	-	-	35,625	77,694	-	1,159,085
2023	75,018	71,575	-	-	29,325	74,244	-	936,948
2024	69,625	53,075	-	-	21,750	69,794	-	741,900
2025	63,648	38,600	-	-	13,200	64,319	-	596,636
2026	57,088	23,750	-	-	4,425	58,619	-	478,658
2027	50,055	8,125	-	-	-	52,694	-	359,123
2028	42,451	-	-	-	-	46,619	-	245,326
2029	34,115	-	-	-	-	40,319	-	133,669
2030	25,103	-	-	-	-	33,719	-	71,571
2031	15,495	-	-	-	-	26,819	-	42,314
2032	5,273	-	-	-	-	19,694	-	24,966
2033	-	-	-	-	-	12,188	-	12,188
2034	-	-	-	-	-	4,141	-	4,141
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ 1,056,735	\$ 1,240,325	\$ 1,885	\$ 10,508	\$ 967,750	\$ 1,118,547	\$ 617,575	\$ 16,945,301





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INTERNAL SERVICE FUNDS

Internal Service Funds are proprietary funds that support internal operations. For the City of Keller, the funds considered to be Internal Service Funds are the Information Technology Fund and the Fleet Replacement Funds. The Internal Service Funds section includes revenue summary information, expenditure summary information, and departmental detail information.



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INFORMATION TECHNOLOGY FUND

FUND DESCRIPTION:

The Information Technology Fund, created by the City in FY2001, accounts for City-wide information services/information technology operations, including Public Library support, Internet services and Audio Visual services. Funding for the Information Technology Fund is provided by user fees and transfers from various operating funds, tower rental revenues and interest revenue. Expenditures provide for information technology support personnel and goods and services to be utilized on a City-wide basis.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Rentals-Communication Tower	\$ 56,476	\$ 53,130	\$ 55,540	\$ 53,130	\$ -
Information Services Fees-City	1,151,550	1,392,090	1,392,090	1,439,832	47,742
Office Equip Lease Rev-F 100	264,875	258,395	258,395	409,190	150,795
Office Equip Lease Rev-F 200	32,415	32,070	32,070	58,348	26,278
Office Equip Lease Rev-F 400	4,025	3,455	3,455	4,985	1,530
Office Equip Lease Rev-F 125	26,000	21,895	21,895	29,551	7,656
Miscellaneous Revenue	-	-	-	-	-
Gain/Loss On Disp Of Assets	-	-	-	-	-
Interest Revenue-Investments	3,917	4,750	5,397	4,750	-
TOTAL	\$ 1,539,258	\$ 1,765,785	\$ 1,768,842	\$ 1,999,786	\$ 234,001

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	\$ 1,330,385	\$ 1,504,745	\$ 1,321,949	\$ 2,020,526	\$ 515,781
Geographic Information Services	226,471	263,064	242,792	276,734	13,670
TOTAL	\$ 1,556,857	\$ 1,767,809	\$ 1,564,741	\$ 2,297,259	\$ 529,450

EXPENDITURES BY CATEGORY:

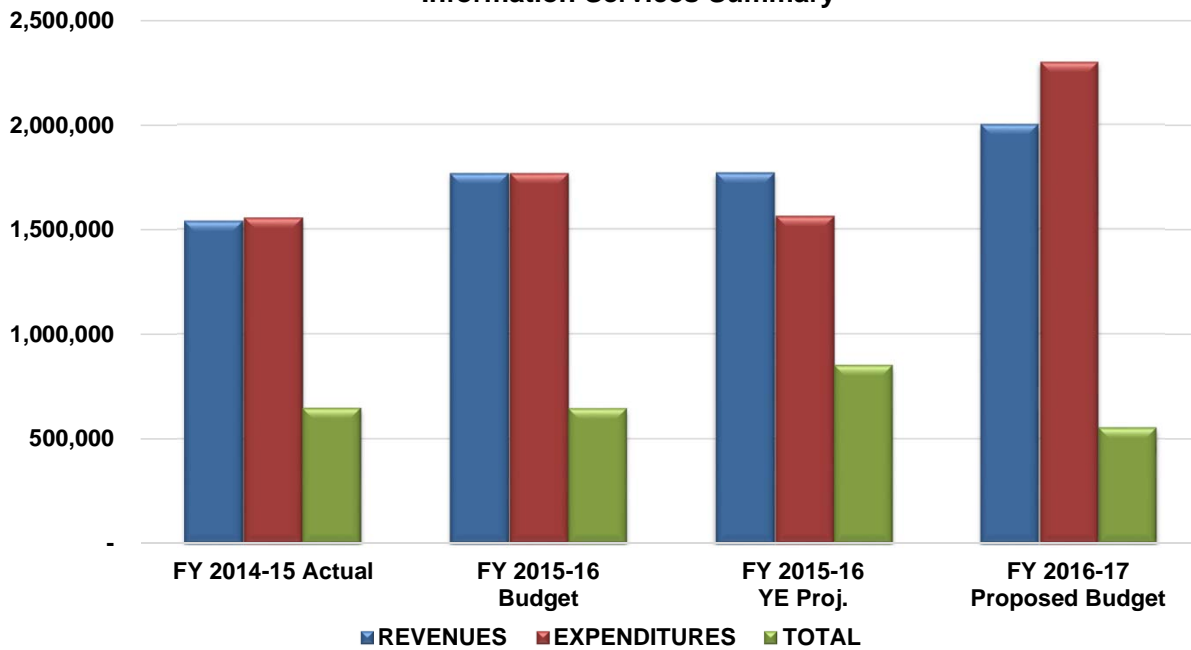
Personnel services	\$ 765,348	\$ 757,809	\$ 617,191	\$ 781,583	\$ 23,774
Operations & maintenance	614,377	737,510	685,960	779,700	42,190
Services & other	177,132	252,490	241,590	735,976	483,486
Capital outlay	-	20,000	20,000	-	(20,000)
TOTAL	\$ 1,556,857	\$ 1,767,809	\$ 1,564,741	\$ 2,297,259	\$ 529,450

INFORMATION TECHNOLOGY FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,539,258	\$ 1,765,785	\$ 1,768,842	\$ 1,999,786	\$ 234,001
EXPENDITURES	1,556,857	1,767,809	1,564,741	2,297,259	529,450
VARIANCE	(17,599)	(2,024)	204,101	(297,473)	(295,449)
TOTAL	\$ 649,369	\$ 647,345	\$ 853,470	\$ 555,997	\$ (91,348)

Information Services Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Administration	5.00	5.00	5.00	5.00	-
Geographic Information Services	2.00	2.00	2.00	2.00	-
TOTAL	7.00	7.00	7.00	7.00	-

INFORMATION TECHNOLOGY FUND

ADMINISTRATION DIVISION (119-180-15)

DEPARTMENT DESCRIPTION:

The Information Technology division is responsible for all information technology needs within the City of Keller. Responsibilities include networking, network security, desktop computer support, desktop applications, printer maintenance, departmental software application support, email, IP Telephony, security video camera support, cable television production, cable television programming, audio visual support, public library patron/staff support, general citywide communication, and the procurement of all hardware and software needs. Activities also include establishment and implementation of appropriate policies and procedures related to information technology. In November 2002, geographic information system (GIS) activities were transferred from the Public Works Department to Information Technology. In October 2005, the Keller Public Library, internet services, cable television production, cable television broadcasting, and audio visual services were transferred to Information Services. Information Technology provides technical support to the Northeast Tarrant Communications Center (NETCOM) that provides dispatch, animal control, and jail services to Westlake, Southlake, Colleyville and Keller.

DEPARTMENT/DIVISION GOALS:

1. Provide timely and efficient technical support services to all departments.
2. Ensure that all City software is properly licensed and documented.
3. Provide project management to all technology related projects within the City.
4. Maintain the City's communication infrastructure to ensure reliable voice and data service to all City facilities.
5. Maintain a document imaging system to reduce physical file storage requirements and improve access to critical information.
6. Assist the Administration department to continually review communication tools and advancements in technology and respond to the needs of our citizens by fostering open, responsive, and accessible communications.

DEPARTMENT/DIVISION OBJECTIVES:

1. Increase productivity and decrease cost of providing city services through the implementation and support of technology based services.
2. Maintain the Keller Technology Plan (KTP) as a prioritization and management tool for information technology (IT) projects throughout the entire organization.
3. Maintain the City's network/data center to reduce cost, eliminate duplication and improve performance of information technology services.
4. Maintain comprehensive backups for all City servers, including offsite storage of all backup media.
5. Maintain the City's cable television channel to provide quality programming that informs and educates Keller citizens about city-related news.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Application/file/storage servers supported/maintained*	37		37	37
Desktop/laptop computers supported/maintained	309		314	317
Public Safety mobile data computers (MDC) maintained	28		28	28
Printers Supported/maintained	73		68	70
Telephone handsets supported/maintained	325		329	329
Network equipment supported/maintained	64		72	72
Multi-function copy machines supported	16		16	16
Scanners supported/maintained	47		54	56
Tablet computers supported	56		62	71
Video security cameras supported/maintained	185		189	193

INFORMATION TECHNOLOGY FUND

ADMINISTRATION DIVISION (119-180-15)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 597,351	\$ 575,920	\$ 453,779	\$ 595,502	\$ 19,582
Operations & maintenance	580,165	690,060	639,510	732,250	42,190
Services & other	152,869	218,765	208,660	692,774	474,009
Capital outlay	-	20,000	20,000	-	(20,000)
TOTAL	\$ 1,330,385	\$ 1,504,745	\$ 1,321,949	\$ 2,020,526	\$ 515,781

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Director of Information Technology	1.00	1.00	1.00	1.00	-
IT Network Administrator	1.00	1.00	1.00	1.00	-
IT Systems Analyst	1.00	1.00	1.00	1.00	-
IT Specialist	1.00	1.00	1.00	1.00	-
IT Systems Administrator	1.00	1.00	1.00	1.00	-
TOTAL	5.00	5.00	5.00	5.00	-

INFORMATION TECHNOLOGY FUND

GEOGRAPHIC INFORMATION SERVICES DIVISION (119-180-19)

DEPARTMENT DESCRIPTION:

The Geographic Information Systems (GIS) division is under the general direction of Information Technology Director. GIS provides geographic information and geographic data management services to all City departments. The City's GIS operates to help analyze city infrastructure and assist citizens and employees in making informed decisions regarding existing conditions and future needs. The GIS division supports Property Assessment, Public Safety, Economic Development, Permitting, Capital Improvements, Environment, Transportation, Public Works Asset Management, and many other issues related to city government. Specific services include system integration strategies, software and data needs analysis, software support, data analysis, data conversion, map production, interactive map web pages, and geographic database management.

DEPARTMENT/DIVISION GOALS:

1. Manage a centralize GIS database management system to ensure data integrity, accuracy and reliability of
2. Increase productivity and work efficiency by providing effective GIS solutions to streamline City processes
3. Provide GIS Support and training for city departments.
4. Collaborate with other agencies through data sharing opportunities.

DEPARTMENT/DIVISION OBJECTIVES:

1. Improve GIS applications and increase the accessibility of GIS data to City staff.
2. Manage advance GIS Web Interface for better data sharing and ensure deliveries of the most current data.
3. Acquire high resolution aerial imagery that can serve numerous purposes for various departments within the city and provide better data interpretations.
4. Continue to develop new GIS data layers for the Police, Fire, Economic Development, Public Works, Community Development, and Parks and Recreation departments.
5. Conduct data analysis to support better decision making.
6. Assist Public Works to comply with state and federal standards in storm water management.
7. Manage Public Works Lucity asset management, mobile solution system, and work order system.
8. Provide NETCOM Dispatch Center with geofile, address verification, Automated Vehicle Locator (AVL) map and GIS support.
9. Import Tarrant County Appraisal District Tax information into GIS and provide tax analysis support.
10. Track infrastructure changes and provide demographic forecast for future planning.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget
Web GIS Users	70		85	95
Advanced GIS Users performing Analysis and developing detailed maps	10		12	15

INFORMATION TECHNOLOGY FUND

GEOGRAPHIC INFORMATION SERVICES DIVISION (119-180-19)

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 167,996	\$ 181,889	\$ 163,412	\$ 186,081	\$ 4,192
Operations & maintenance	34,212	47,450	46,450	47,450	-
Services & other	24,263	33,725	32,930	43,203	9,478
Capital outlay	-	-	-	-	-
TOTAL	\$ 226,471	\$ 263,064	\$ 242,792	\$ 276,734	\$ 13,670

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
GIS Coordinator	1.00	1.00	1.00	1.00	-
GIS Analyst	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

FLEET REPLACEMENT FUND

FUND DESCRIPTION:

The Fleet Replacement Fund is an internal service fund funded thru transfers from other funds, interest revenue, sale of assets, and other inter- or intra-governmental revenues. Expenditures provide for the acquisition and/or replacement of vehicles and equipment with the exception of Police vehicles and equipment which are funded and expensed thru the KCCPD. The annual transfers are determined by dividing the anticipated future replacement costs by anticipated life for each vehicle and piece of equipment a department has. The fund stabilizes other operating funds spending by allowing for annual payment for replacements rather one-time increase at the time of replacement. Beginning in FY 2016-17, the initial purchase of a vehicle or equipment will be made within the Fleet Replacement Fund and the operating fund requesting the purchase will transfer the initial purchasing funds into the Fleet Replacement Fund. In prior years, the initial purchase was made directly out of the operating fund and then transfers were made for the future replacement.

REVENUE SUMMARY

REVENUES	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Vehicle/Equip Lease Rev-F 200	\$ 117,840	\$ 80,505	\$ 80,505	\$ 121,549	41,044
Vehicle/Equip Lease Rev-F 400	12,680	15,425	15,425	25,906	10,481
Debt Issuance	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Auction Proceeds	-	-	7,446	-	-
Gain/Loss On Disp Of Assets	62,997	23,500	-	23,500	-
Interest Revenue-Investments	7,122	3,750	6,503	1,909	(1,841)
Transfer From General Fund	300,000	300,000	300,000	321,100	21,100
TOTAL	\$ 500,639	\$ 423,180	\$ 409,879	\$ 493,964	70,784

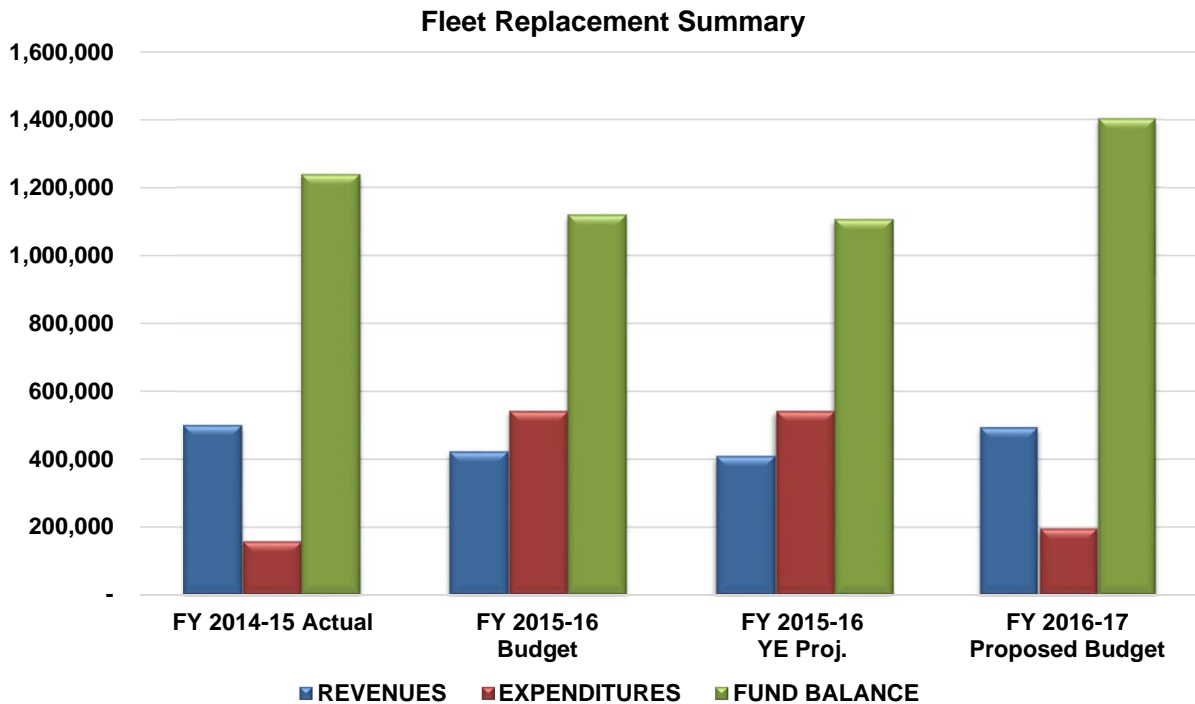
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	-	-	-	-	-
Services & other	-	-	-	-	-
Debt service	-	-	-	-	-
Transfers to other funds	-	-	-	-	-
Capital outlay	158,616	542,145	542,145	197,150	(344,995)
TOTAL	\$ 158,616	\$ 542,145	\$ 542,145	\$ 197,150	(344,995)

FLEET REPLACEMENT FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 500,639	\$ 423,180	\$ 409,879	\$ 493,964	70,784
EXPENDITURES	158,616	542,145	542,145	197,150	(344,995)
VARIANCE	342,024	(118,965)	(132,266)	296,814	415,779
FUND BALANCE	\$ 1,239,919	\$ 1,120,954	\$ 1,107,653	\$ 1,404,467	283,513



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



CIP BUDGET

The Capital Improvement Project (CIP) Budget describes the large, multi-year projects which provide new or improved City infrastructure. The City has five CIP funds related to Street projects, Park and Recreation projects, Facilities projects, Utility projects for water and wastewater improvements, and Drainage projects. As part of the budget process, the City updates the five-year CIP plan for each CIP fund and approves the projects for the upcoming year. The CIP section includes a summary of funding source and project type by year and the five-year CIP plan.

City of **KELLER**



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CAPITAL IMPROVEMENT PROJECT FUNDS

FUND DESCRIPTION:

Capital Improvement Project (CIP) Funds are costs related to large, one-time projects which either create or improve asset and are project-life budget based and not fiscal year budget based. Project-life budgeting means fund are appropriated until the project is completed, rather than on an annual basis as capital projects tend to cross over multiple fiscal years. The Capital Project Budgets are not included in the City's operating project budget as the funding sources are typically transfers from an operating project, therefore the revenue source and expenditure costs have already been accounted for within an operating project fund. CIP project funds typically do not include capital outlay expenditures such as vehicles and equipment purchases unless the expenditure is part of a larger project. Capital outlay expenditures are included in the departmental operating budgets and considered part of the annual operational costs.

CHANGES TO CAPITAL IMPROVEMENT PROJECT FUNDS:

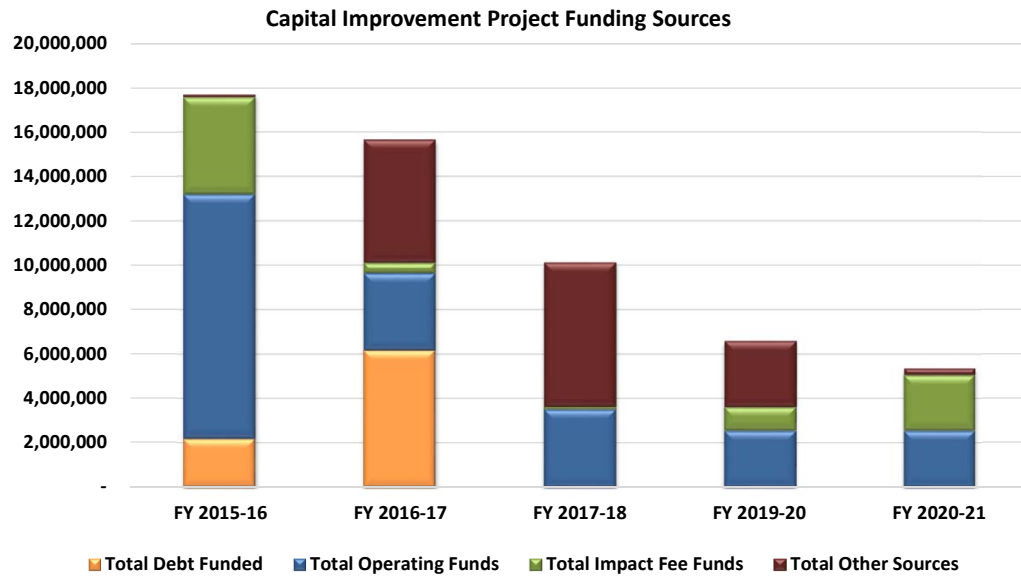
During FY 2015-16, the City re-structured the fund design to better distinguish between operating and capital project and to provide better transparency to citizens. Significant changes include:

- Creation of a Street CIP with transfers from the Street Maintenance Sales Tax Fund and other applicable funding sources
- Creating a Parks CIP with transfers from the Keller Development Corporation and other applicable funding sources
- Creating a Facilities CIP with transfers from the General Fund and other applicable funding sources
- Creating a Water/Wastewater CIP with transfers from Water/Wastewater Fund and other applicable funding sources
- Re-defining the Street Maintenance Sales Tax as a Special Revenue Fund in the operating fund rather than a CIP
- Re-defining the Fleet Replacement fund as an internal services fund in the operating budget rather than a CIP
- Re-defining the Park Development Fee Fund as an Impact Fee Fund, a non-operating fund rather than a CIP
- Financial Policies have been updated to state that operating projects will transfer capital project costs to a related CIP rather than carry them as designated fund balance. Project savings will either be returned to the original funding source or used to offset overages in similar projects.
- Financial Policies have been updated to state that capital projects are adopted on a project-life basis and not annual basis to allow for project completion over multiple years. This eliminates the need to provide re-appropriation of prior approved budget.

CAPITAL IMPROVEMENT FUNDING SUMMARY

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2019-20	FY 2020-21	% of Total
Revenues						
Debt Funded						
General Debt	-	4,971,754	-	-	-	8.1%
Self-Supporting Debt	2,188,800	1,200,000	-	-	-	5.5%
Total Debt Funded	\$ 2,188,800	\$ 6,171,754	\$ -	\$ -	\$ -	13.6%
Operating Funds						
General Fund	4,405,000	430,000	430,000	400,000	400,000	10.6%
Street Maintenance Fund	3,595,000	1,075,000	1,075,000	1,105,000	1,105,000	14.8%
KDC Fund	971,260	420,000	490,000	350,000	350,000	4.8%
KCCPD Fund	-	-	-	-	-	0.0%
Water and Wastewater Fund	825,000	1,050,000	1,325,000	500,000	500,000	9.7%
Drainage Utility Fund	1,215,000	500,000	200,000	200,000	200,000	4.1%
Total Operating Funds	\$ 11,011,260	\$ 3,475,000	\$ 3,520,000	\$ 2,555,000	\$ 2,555,000	43.9%
Impact Fee Funds						
Park Development Fees	-	-	-	-	-	0.0%
Roadway Impact Fees	-	-	-	-	-	0.0%
Water Impact Fees	3,618,200	400,000	100,000	1,050,000	2,500,000	14.1%
Wastewater Impact Fees	750,000	75,000	-	-	-	1.3%
Total Impact Fee Funds	\$ 4,368,200	\$ 475,000	\$ 100,000	\$ 1,050,000	\$ 2,500,000	15.5%
Other Sources						
Grant Revenue	-	4,000,000	-	-	-	6.5%
Interest Income	-	-	-	-	-	0.0%
Other Sources	120,000	1,550,000	-	3,000,000	300,000	8.1%
Unfunded	-	-	6,520,000	-	-	12.3%
Total Other Sources	\$ 120,000	\$ 5,550,000	\$ 6,520,000	\$ 3,000,000	\$ 300,000	26.9%
TOTAL	\$ 17,688,260	\$ 15,671,754	\$ 10,140,000	\$ 6,605,000	\$ 5,355,000	100.0%

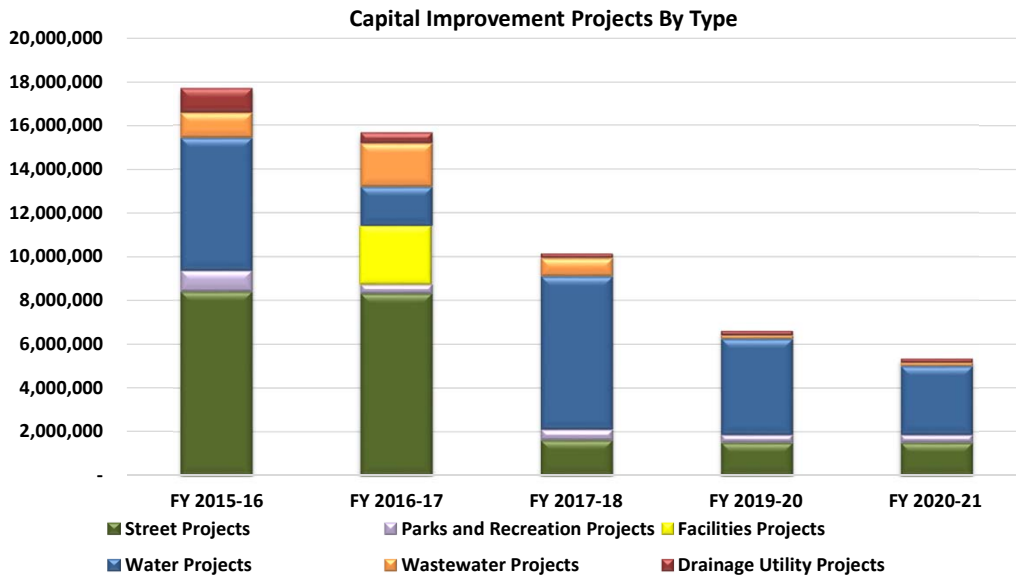
CAPITAL IMPROVEMENT PROJECT FUNDS



CAPITAL IMPROVEMENT PROJECT FUNDS

CAPITAL IMPROVEMENT PROJECT TYPE SUMMARY

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2019-20	FY 2020-21	% of Total
Street Projects	8,400,000	8,305,000	1,625,000	1,505,000	1,505,000	38.9%
Parks and Recreation Projects	971,260	420,000	490,000	350,000	350,000	4.8%
Facilities Projects	-	2,671,754	-	-	-	4.4%
Water Projects	6,047,000	1,800,000	7,000,000	4,400,000	3,150,000	39.3%
Wastewater Projects	1,150,000	1,975,000	825,000	150,000	150,000	8.7%
Drainage Utility Projects	1,120,000	500,000	200,000	200,000	200,000	4.0%
TOTAL	\$17,688,260	\$15,671,754	\$10,140,000	\$ 6,605,000	\$ 5,355,000	100.0%



FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) SUMMARY

Each year the City prepares a five-year CIP. The information provided in the CIP is used as a guide for preparing future operating budgets, as well as a general planning document for capital improvements financing. Each year, the CIP is updated to address current growth patterns, timing changes in the demands for City services, etc.

The CIP is used exclusively as a financial management and planning tool, and does not commit the City to any project or funding authorization as such future projects may be placed on the summary without an identified fund source. Capital projects are authorized by the City Council as a part of the annual operating budget process, or when the related debt for the project is issued.

A summary of the proposed 2016-17 through 2020-21 CIP is provided below. The CIP project summary provides an overview of future funding, expenditures by type and a

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS			Fund Bal/ Interest Inc	Unfunded	
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage			GF Funds
Alta Vista 30" Transmission Main (Construction)	5,472,000				3,283,200	-	2,188,800	-	-	-	-	-	-	-	
Creek Rd./Heilen Dr./Bandit Tr. 8" Water Line Extension	100,000	-	-	100,000		-	-	-	-	-	-	-	-	-	
N. Main St. 8" Water Line (Tommy Tackett Addition)	50,000	-	-	50,000		-	-	-	-	-	-	-	-	-	
N. Elm St. 8" Water Line (Design)	25,000	-	-			-	-	-	-	25,000	-	-	-	-	
Water Service Replacements (FY 2017)	25,000	-	-			-	-	-	-	25,000	-	-	-	-	
Large Valve Replacements (FY 2017)	25,000	-	-			-	-	-	-	25,000	-	-	-	-	
Misc. A.C. Water Main Replacements (FY 2016)	200,000	-	-			-	-	-	-	200,000	-	-	-	-	
Water Utility Relocations - Street Projects	150,000	-	-			-	-	-	-	150,000	-	-	-	-	
TOTAL FY 2016 WATER SYSTEM	\$ 6,047,000	\$ -	\$ -	\$ 3,433,200	\$ -	\$ 2,188,800	\$ -	\$ -	\$ -	\$ 425,000	\$ -	\$ -	\$ -	\$ -	
Water Service & AC Main Replacements (Design)	450,000		450,000												
Large Valve Replacements (FY 2017)	100,000									100,000					
Misc. A.C. Water Main Replacements (FY 2016)	-														
Water Utility Relocations - Street Projects	150,000									150,000					
Creek Rd./Heilen Dr./Bandit Tr. 8" Water Line Extension (Construction)	500,000			250,000		250,000									
N. Elm St. 8" Water Line (Construction)	200,000					200,000									
N. Main St. 8" Water Line (Tommy Tackett Addition)	300,000			150,000		150,000									
Update Water Masterplan	100,000									100,000					
TOTAL FY 2017 WATER SYSTEM	\$ 1,800,000	\$ -	\$ 450,000	\$ 400,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	

WATER SYSTEM

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS		Fund Bal/ Interest Inc	Unfunded		
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	WWWW Funds			Drainage	GF Funds
Water Service Replacements (FY 2017)	25,000										25,000				
Large Valve Replacements (FY 2017)	25,000										25,000				
Misc. A.C. Water Main Replacements (FY 2016)	200,000										200,000				
Water Utility Relocations - Street Projects	150,000										150,000				
Chisholm Tr. Water Tank Removal	100,000										100,000				
Hwy. 377 12" Water Lines	100,000				100,000										
Alta Vista Pump Station Construction	6,400,000												6,400,000		
TOTAL FY 2018 WATER SYSTEM	\$ 7,000,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 6,400,000		

Water Service Replacements (FY 2017)	100,000										100,000		
Large Valve Replacements (FY 2017)	100,000										100,000		
Misc. A.C. Water Main Replacements (FY 2016)	300,000										300,000		
Water Utility Relocations - Street Projects	150,000										150,000		
Hwy. 377 12" Water Lines	900,000				900,000								
Johnson Rd. 12" Water Lines	100,000				100,000								
TOTAL FY 2019 WATER SYSTEM	\$ 1,650,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ -

Water Service Replacements (FY 2017)	100,000										100,000		
Large Valve Replacements (FY 2017)	100,000										100,000		
Misc. A.C. Water Main Replacements (FY 2016)	3,000,000		3,000,000										
Water Utility Relocations - Street Projects	150,000										150,000		
Johnson Rd. 12" Water Lines	800,000				800,000								
Mount Gilead Rd./Bancroft Rd./Keller Smithfield Rd. 16" & 12" Water Lines	250,000				250,000								
TOTAL FY 2020 WATER SYSTEM	\$ 4,400,000	\$ -	\$ 3,000,000	\$ -	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -

Water Service Replacements (FY 2017)	100,000										100,000		
Large Valve Replacements (FY 2017)	100,000										100,000		
Misc. A.C. Water Main Replacements (FY 2016)	300,000		300,000										
Water Utility Relocations - Street Projects	150,000										150,000		
Mount Gilead Rd./Bancroft Rd./Keller Smithfield Rd. 16"	2,500,000				2,500,000								
TOTAL FY 2021 WATER SYSTEM	\$ 3,150,000	\$ -	\$ 300,000	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS			Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	WWW Funds	Drainage		
FM 1709 and Keller Smithfield Road Intersection	250,000	-	-	-	-	-	-	-	-	-	-	-	250,000	-
FM 1709 and Rufe Snow Drive Intersection	250,000	-	-	-	-	-	-	-	-	-	-	-	250,000	-
Sidewalk Construction	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000	-
Sidewalk Repair	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000	-
Keller Wall Price Road Improvements	775,000	-	-	-	-	-	-	300,000	-	-	-	-	475,000	-
Keller Hicks Quiet Zone / Road Widening Project (with Old Town Keller Improvements)	295,000	-	-	-	-	-	-	-	-	-	-	-	295,000	-
2015 Street Reconstruction Project	4,250,000	-	-	185,000	-	-	-	1,145,000	-	-	215,000	-	2,705,000	-
2015 Street Reconstruction Project	1,000,000	-	-	-	-	-	-	1,000,000	-	-	-	-	-	-
Tarrant County Street Reconstruction	350,000	-	-	-	-	-	-	-	-	-	-	-	350,000	-
2016 Street Reconstruction Project	75,000	-	-	-	-	-	-	75,000	-	-	-	-	-	-
2016 Street Reconstruction Project	1,000,000	-	-	-	-	-	-	1,000,000	-	-	-	-	-	-
2017 Street Reconstruction Project	75,000	-	-	-	-	-	-	75,000	-	-	-	-	-	-
Old Town Keller RR Tunnel	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL FY 2016 STREET SYSTEM	\$ 8,400,000	\$	\$	\$ 185,000	\$	\$	\$	\$ 3,595,000	\$	\$	\$ 215,000	\$	\$ 4,405,000	\$
FM 1709 and Keller Smithfield Road Intersection	2,250,000	2,000,000	250,000	-	-	-	-	-	-	-	-	-	-	-
FM 1709 and Rufe Snow Drive Intersection	2,250,000	2,000,000	250,000	-	-	-	-	-	-	-	-	-	-	-
Sidewalk Construction	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000	-
Sidewalk Repair	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000	-
Keller Hicks Quiet Zone/Improvements	1,800,000	-	-	-	-	1,800,000	-	-	-	-	-	-	-	-
Mt. Gilead and US 377 Intersection Improvement	500,000	-	-	-	-	500,000	-	-	-	-	-	-	-	-
Tarrant County Street Reconstruction	350,000	-	-	-	-	-	-	-	-	-	-	-	350,000	-
2017 Street Reconstruction Project	1,000,000	-	-	-	-	-	-	1,000,000	-	-	-	-	-	-
2018 Street Reconstruction Project	75,000	-	-	-	-	-	-	75,000	-	-	-	-	-	-
TOTAL FY 2017 STREET SYSTEM	\$ 8,305,000	\$ 4,000,000	\$ 500,000	\$	\$	\$ 2,300,000	\$	\$ 1,075,000	\$	\$	\$	\$	\$ 430,000	\$

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	WWW Funds	Drainage	GF Funds		
Johnson Road/Kellersmithfield Traffic	120,000														120,000
Tarrant County Street Reconstruction	350,000												350,000		-
2018 Street Reconstruction Project	1,000,000								1,000,000						-
2019 Street Reconstruction Project	75,000								75,000						-
Sidewalk Construction	30,000												30,000		-
Sidewalk Repair	50,000												50,000		-
TOTAL FY 2018 STREET SYSTEM	\$ 1,625,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,075,000	\$ -	\$ -	\$ -	\$ 430,000	\$ -	\$ 120,000
Johnson Road/Kellersmithfield Traffic	1,000,000														1,000,000
Tarrant County Street Reconstruction	350,000												350,000		-
2019 Street Reconstruction Project	1,000,000								1,000,000						-
2020 Street Reconstruction Project	75,000								75,000						-
Sidewalk Construction	30,000														-
Sidewalk Repair	50,000												50,000		-
TOTAL FY 2019 STREET SYSTEM	\$ 2,505,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,105,000	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 1,000,000
Tarrant County Street Reconstruction	350,000												350,000		-
2020 Street Reconstruction Project	1,000,000								1,000,000						-
2021 Street Reconstruction Project	75,000								75,000						-
Sidewalk Construction	30,000														-
Sidewalk Repair	50,000												50,000		-
TOTAL FY 2020 STREET SYSTEM	\$ 1,505,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,105,000	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Tarrant County Street Reconstruction	350,000												350,000		-
2020 Street Reconstruction Project	1,000,000								1,000,000						-
2021 Street Reconstruction Project	75,000								75,000						-
Sidewalk Construction	30,000														-
Sidewalk Repair	50,000												50,000		-
TOTAL FY 2021 STREET SYSTEM	\$ 1,505,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,105,000	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS		Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	WWW Funds		
US 377 Sanitary Sewer Project	150,000	-	-	-	150,000	-	-	-	-	-	-	-	-
Update Sanitary Sewer Masterplan, SS Eval Study	200,000	-	-	-	-	-	-	-	-	200,000	-	-	-
FM 1709 SS Extension	600,000	-	-	-	600,000	-	-	-	-	-	-	-	-
Shady Hollow Lift Station Improvements	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
SS Utility Relocations - Street Projects	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
TOTAL FY 2016 WASTEWATER SYSTEM	\$ 1,150,000	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -
US 377 Sanitary Sewer Project (construction)	1,200,000	-	600,000	-	-	600,000	-	-	-	-	-	-	-
SS Evaluation Study	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
SS Pipe Bursting Project (construction)	500,000	-	-	-	-	-	-	-	-	500,000	-	-	-
Big Bear East Collector Line Extensions.(Design)	75,000	-	-	75,000	-	-	-	-	-	-	-	-	-
SS Utility Relocations - Street Projects (100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
TOTAL FY 2017 WASTEWATER SYSTEM	\$ 1,975,000	\$ -	\$ 600,000	\$ -	\$ 75,000	\$ 600,000	\$ -	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -
Flowers/Quest Lift Station Abandonment	50,000	-	-	-	-	-	-	-	-	50,000	-	-	-
SS Evaluation Study	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
Big Bear East Collector Line Extensions	500,000	-	-	-	-	-	-	-	-	500,000	-	-	-
Big Bear West Interceptor Line Replacement	75,000	-	-	-	-	-	-	-	-	75,000	-	-	-
SS Utility Relocations - Street Projects	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
TOTAL FY 2018 WASTEWATER SYSTEM	\$ 825,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 825,000	\$ -	\$ -	\$ -
SS Pipe Bursting Project	500,000	-	-	-	-	-	-	-	-	500,000	-	-	-
Big Bear West Interceptor Line Replacement	500,000	-	-	-	-	-	-	-	-	500,000	-	-	-
SS Utility Relocations - Street Projects	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
TOTAL FY 2019 WASTEWATER SYSTEM	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ -
SS Utility Relocations - Street Projects	100,000	-	-	-	-	-	-	-	-	100,000	-	-	-
2021 Pipe Bursting project (design)	50,000	-	-	-	-	-	-	-	-	50,000	-	-	-
TOTAL FY 2020 WASTEWATER SYSTEM	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -

WASTEWATER SYSTEM

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS		Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	WWWW Funds		
SS Utility Relocations - Street Projects	100,000												
2021 Pipe Bursting project (design)	50,000										100,000		
TOTAL FY 2021 WASTEWATER SYSTEM	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -

DRAINAGE UTILITY SYSTEM

Bandit Trail Drainage Project	150,000												
Sports Park / Arena Road Culvert Replacement	600,000												
Unanticipated Drainage Projects - Balance	200,000												
Unanticipated Drainage Projects - Williamsburg / Barbara Lane Drainage Project (Design)	120,000		120,000										
50,000	50,000												
TOTAL FY 2016 DRAINAGE UTILITY SYSTEM	\$ 1,120,000	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -

Unanticipated Drainage Projects	200,000												
Barbara Lane Drainage Project (Construction)	300,000												
TOTAL FY 2017 DRAINAGE UTILITY SYSTEM	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -

Unanticipated Drainage Projects	200,000												
Indian Meadows / Navaho Drainage Project	-												
TOTAL FY 2018 DRAINAGE UTILITY SYSTEM	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Unanticipated Drainage Projects	200,000												
TOTAL FY 2019 DRAINAGE UTILITY SYSTEM	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Unanticipated Drainage Projects	200,000												
TOTAL FY 2020 DRAINAGE UTILITY SYSTEM	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Unanticipated Drainage Projects	200,000												
TOTAL FY 2021 DRAINAGE UTILITY SYSTEM	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	WWW Funds	Drainage	GF Funds		
Fire Station Rehab & Bays	2,671,754						2,671,754								
TOTAL FY 2017 FACILITIES	\$ 2,671,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,671,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FACILITIES

KELLER DEVELOPMENT CORPORATION

Trail Canopy Extension Phase II	50,000	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-
Keller Smithfield Activity Node	100,000	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-
Design and Construction Fees	300,000	-	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-
Dog Park	110,000	-	-	-	-	-	-	110,000	-	-	-	-	-	-	-	-
Mower Replacement	61,260	-	-	-	-	-	-	61,260	-	-	-	-	-	-	-	-
Trail System Expansion	250,000	-	-	-	-	-	-	250,000	-	-	-	-	-	-	-	-
Matching Grant Program	100,000	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-
TOTAL FY 2016 KELLER DEVELOPMENT	\$ 971,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 971,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Senior Center Needs Study	70,000							70,000								
Trail System Expansion	250,000							250,000								
Matching Grant Program	100,000							100,000								
TOTAL FY 2017 KELLER DEVELOPMENT	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Park Development	140,000							140,000								
Trail System Expansion	250,000							250,000								
Matching Grant Program	100,000							100,000								
TOTAL FY 2018 KELLER DEVELOPMENT	\$ 490,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Trail System Expansion	250,000							250,000								
Matching Grant Program	100,000							100,000								
TOTAL FY 2019 KELLER DEVELOPMENT	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS			Fund Bal/ Interest Inc	Unfunded
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	WWW Funds	Drainage		
Trail System Expansion	250,000													-
Matching Grant Program	100,000													-
TOTAL FY 2020 KELLER DEVELOPMENT	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trail System Expansion	250,000													-
Matching Grant Program	100,000													-
TOTAL FY 2021 KELLER DEVELOPMENT	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 74,054,277	\$ 4,000,000	\$ 11,126,874	\$ -	\$ 10,202,200	\$ 900,000	\$ 11,833,179	\$ 4,691,274	\$ 9,140,000	\$ -	\$ 6,515,000	\$ 2,605,000	\$ 6,465,000	\$ -
														\$ 7,520,000



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IMPACT FEE FUNDS

The Impact Fee Funds are funds for development activity which will impact current infrastructure systems. Developers are assessed fees which are used by the City to create improvements to the infrastructure systems to offset the impacts. For the City of Keller, the funds considered to be impact fee fund are the Parkland Dedication Fund, Roadway Impact Fee Fund, Water Impact Fee Fund, and the Wastewater Fee Fund.

Note: These funds are considered non-operating funds and are provided for information purposes only. In prior years, the Parkland Dedication and Roadway Impact Fee funds were considered part of the CIP budget.



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PARK DEVELOPMENT FEE FUND

FUND DESCRIPTION:

This fund is used to account for resources received from park development fees and expenditures that are restricted for park improvements. Funds are transferred to the Park CIP fund for park improvements. In prior years, fund revenues and expenditures were included in operating budget totals. Starting in FY 2016-17, fund revenues and expenditures will no longer be considered operating funds and are shown for informational purposes only. In the City's Comprehensive Annual Financial Report (CAFR), the fund is presented as a capital improvement fund.

REVENUE SUMMARY

REVENUES:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Park Development Fees	\$ 179,585	\$ -	\$ 91,914	\$ -	\$ -
Interest Earnings	3,265	-	2,284	-	-
TOTAL	\$ 182,850	\$ -	\$ 94,198	\$ -	\$ -

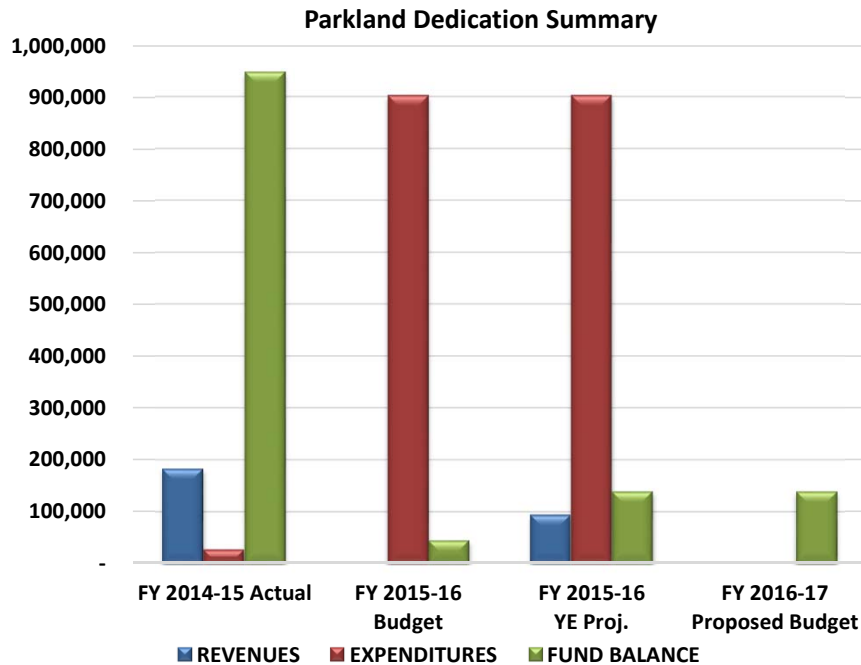
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Park Improvements/ Land Acquisition	\$ 27,266	\$ 903,240	\$ 903,240	\$ -	\$ (903,240)
TOTAL	\$ 27,266	\$ 903,240	\$ 903,240	\$ -	\$ (903,240)

PARK DEVELOPMENT FEE FUND

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 182,850	\$ -	\$ 94,198	\$ -	\$ -
EXPENDITURES	27,266	903,240	903,240	-	(903,240)
VARIANCE	155,584	(903,240)	(809,042)	-	903,240
FUND BALANCE	\$ 947,969	\$ 44,729	\$ 138,927	\$ 138,927	\$ 94,198



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

ROADWAY IMPACT FEE

FUND DESCRIPTION:

This fund is used to account for resources received from roadway impact fees which are determined by the type and size of new development. Expenditures are restricted for roadway improvements based upon new development impact and are transferred to the Streets CIP fund. The fund revenues and expenditures are not considered operating funds and shown for informational purposes only. In the City's Comprehensive Annual Financial Report (CAFR), the fund is presented as a capital improvement fund.

REVENUE SUMMARY

REVENUES:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Roadway Impact Fees	\$ 527,821	\$ -	\$ 790,491	\$ -	\$ -
Interest Earnings	18,707	-	14,798	-	-
TOTAL	\$ 546,528	\$ -	\$ 805,289	\$ -	\$ -

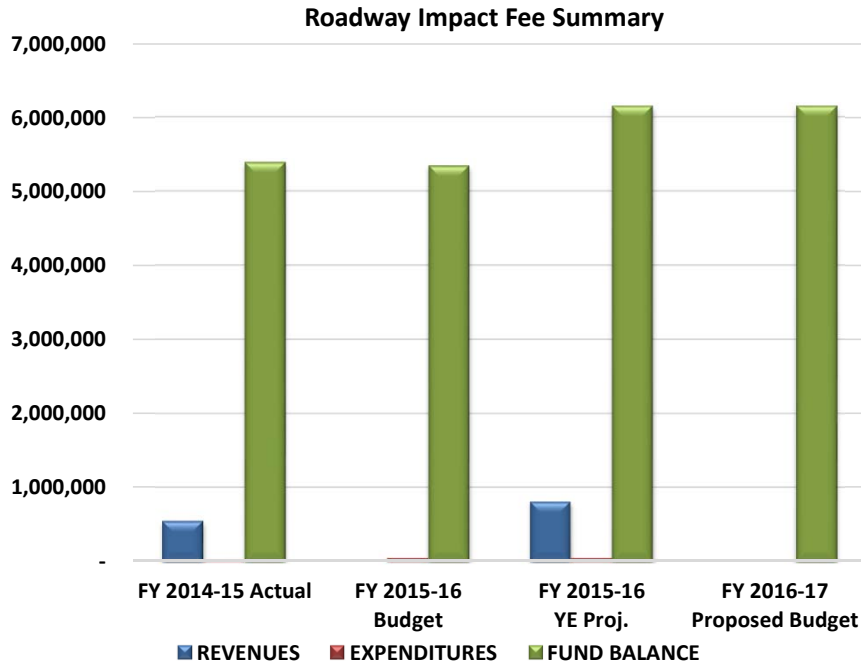
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Street Improvements	\$ 23,199	\$ 46,000	\$ 46,000	\$ -	\$ (46,000)
TOTAL	\$ 23,199	\$ 46,000	\$ 46,000	\$ -	\$ (46,000)

ROADWAY IMPACT FEE

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 546,528	\$ -	\$ 805,289	\$ -	\$ -
EXPENDITURES	23,199	46,000	46,000	-	(46,000)
VARIANCE	523,329	(46,000)	759,289	-	46,000
FUND BALANCE	\$ 5,389,944	\$ 5,343,944	\$ 6,149,233	\$ 6,149,233	\$ 805,289



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

WATER IMPACT FEE

FUND DESCRIPTION:

This fund is used to account for resources received from water impact fees which are determined by the type and size of new development. Expenditures are restricted for water system improvements based upon new development impact and are transferred to the Water and Wastewater CIP fund. The fund revenues and expenditures are not considered operating funds and shown for informational purposes only. In the City's Comprehensive Annual Financial Report (CAFR), the fund is included in the Water and Wastewater fund totals.

REVENUE SUMMARY

REVENUES:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water Impact Fees	\$ 366,073	\$ -	\$ 239,941	\$ -	\$ -
Interest Earnings	21,470	-	10,183	-	-
TOTAL	\$ 387,543	\$ -	\$ 250,124	\$ -	\$ -

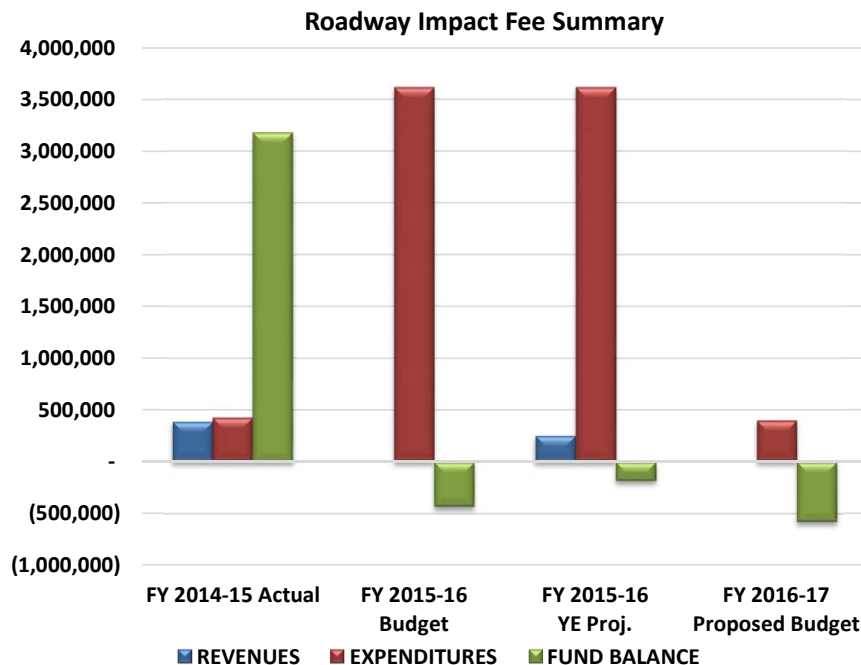
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Water Improvements	\$ 428,102	\$ 3,618,200	\$ 3,618,200	\$ 400,000	\$ (3,218,200)
TOTAL	\$ 428,102	\$ 3,618,200	\$ 3,618,200	\$ 400,000	\$ (3,218,200)

WATER IMPACT FEE

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 387,543	\$ -	\$ 250,124	\$ -	\$ -
EXPENDITURES	428,102	3,618,200	3,618,200	400,000	(3,218,200)
VARIANCE	(40,559)	(3,618,200)	(3,368,076)	(400,000)	3,218,200
FUND BALANCE	\$ 3,182,328	\$ (435,872)	\$ (185,748)	\$ (585,748)	\$ (149,876)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

WASTEWATER IMPACT FEE

FUND DESCRIPTION:

This fund is used to account for resources received from wastewater impact fees which are determined by the type and size of new development. Expenditures are restricted for wastewater system improvements based upon new development impact and are transferred to the Water and Wastewater CIP fund. The fund revenues and expenditures are not considered operating funds and shown for informational purposes only. In the City's Comprehensive Annual Financial Report (CAFR), the fund is included in the Water and Wastewater fund totals.

REVENUE SUMMARY

REVENUES:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Wastewater Impact Fees	\$ 234,426	\$ -	\$ 194,310	\$ -	\$ -
Interest Earnings	22,175	-	12,364	-	-
TOTAL	\$ 256,601	\$ -	\$ 206,674	\$ -	\$ -

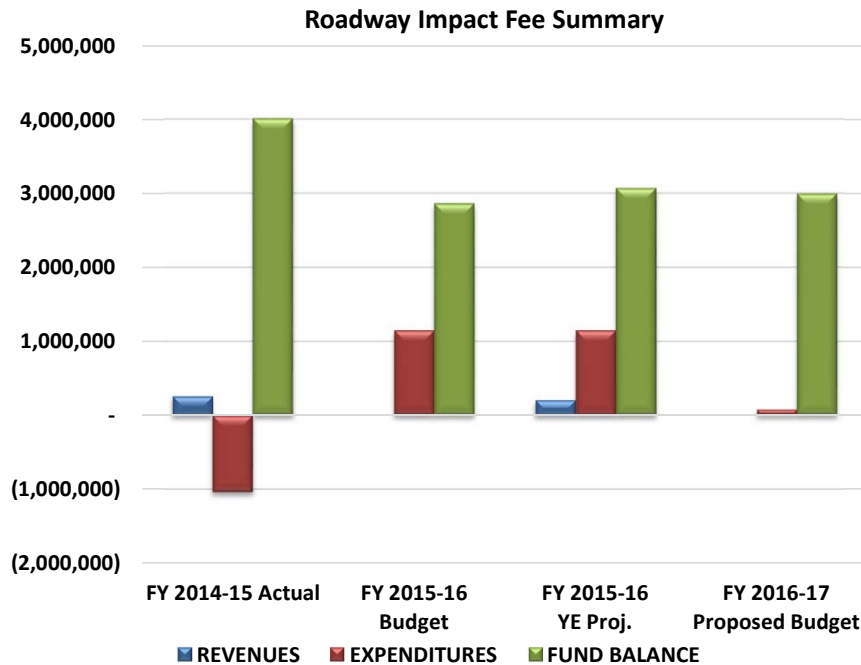
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
Wastewater Improvements	\$ (1,041,761)	\$ 1,150,000	\$ 1,150,000	\$ 75,000	\$ (1,075,000)
TOTAL	\$ (1,041,761)	\$ 1,150,000	\$ 1,150,000	\$ 75,000	\$ (1,075,000)

WASTEWATER IMPACT FEE

FUND BALANCE SUMMARY

	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 256,601	\$ -	\$ 206,674	\$ -	\$ -
EXPENDITURES	(1,041,761)	1,150,000	1,150,000	75,000	(1,075,000)
VARIANCE	1,298,362	(1,150,000)	(943,326)	(75,000)	1,075,000
FUND BALANCE	\$ 4,013,963	\$ 2,863,963	\$ 3,070,637	\$ 2,995,637	\$ 131,674



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 YE Proj.	FY 2016-17 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



APPENDIX

The appendix provides additional information regarding the budget, historical financial information, and the City financial structure. Included in this section are basis for accounting, fund accounting, financial policies, various property tax analysis, sales tax analysis, summary of FTEs, property tax analysis, sales tax analysis, and a glossary.

City of **KELLER**



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KELLER FEE SCHEDULE FY 2016-2017

Sec. 1 - Building Services

Building Permit Fees – Residential

New Construction and Additions – Single combination permit fee (building, electrical, mechanical, plumbing, energy, fire inspection and grading) at a rate of \$0.78 per square foot with a \$50 minimum.

Accessory Buildings – Single combination permit fee (building, electrical, mechanical, plumbing, energy, fire inspection and grading) at a rate of \$0.69 per square foot with a \$50 minimum.

Alterations – Single combination permit fee (building, electrical, mechanical, plumbing, energy, fire inspections and grading) at a rate of \$12 per \$1,000 of construction value or fraction thereof with a \$50 minimum.

Building Permit Fees – Commercial

\$23.50 \$1-\$500 construction value (cv)

\$23.50 \$501-\$2,000 cv – First \$500, plus \$3.05 for each additional \$100 or fraction thereof to and including \$2,000; 65% of building permit fee (BPF) for plan review; plus \$50/year contractor registration;

\$69.25 \$2,001-\$25,000 cv – First \$2,000, plus \$14 for each additional \$1,000 or fraction thereof to and including \$25,000; 65% of BPF for plan review; plus \$50/year contractor registration;

\$391.25 \$25,001-\$50,000 cv – First \$25,000, plus \$10.10 for each additional \$1,000 or fraction thereof to and including \$50k; 65% of BPF for plan review; plus \$50/year contractor registration;

\$643.75 \$50,001-\$100,000 cv – First \$50,000, plus \$7 for each additional \$1,000 or fraction thereof, to and including \$100,000; plus 65% of BPF for plan review; plus \$50/year contractor registration;

\$993.75 \$100,001-\$500,000 cv – First \$100,000, plus \$5.60 for each additional \$1,000 or fraction thereof to and including \$500,000; plus 65% of BPF for plan review; plus \$50/year contractor registration;

\$3,233.75 \$500,001-\$1,000,000 cv – First \$500,000, plus \$4.75 for each additional \$1,000 or fraction thereof to and including \$1,000,000; plus 65% of BPF for plan review; plus \$50/year contractor registration;

KELLER FEE SCHEDULE FY 2016-2017

Building Permit Fees – Commercial (cont.)	<p>\$5,608.75 Over \$1,000,000 cv – First \$1,000,000, plus \$3.65 for each additional \$1,000 or fraction thereof; plus 65% of BPF for plan review; plus \$50/year contractor registration;</p> <p>Commercial (new construction, additions and alterations) -</p> <p>Based on current building valuation table created by the International Code Council (ICC) which utilizes regional building valuation data upon which commercial building permit fees will be determined (see Attachment A).</p>
Certificate of Occupancy	<p>\$50 – Only charged when no building permit is issued for construction.</p>
Electrical Fee – Commercial	<p>\$ 35/Permit – sq. feet up to 500 \$ 50/Permit – sq. feet up to 1,499 \$ 75/Permit – sq. feet up to 1,999 \$100/Permit – sq. feet up to 2,499 \$125/Permit – sq. feet up to 2,999 \$125/Permit – sq. feet over 3,000, plus \$20 for each additional 1,000 sq. feet</p>
Misc. Electrical Permit	<p>\$50/permit</p> <p>* Only charged when no building permit is issued for construction</p>
Grading Permit / Tree Removal –Non Building Permit	<p>\$25 per lot – residential \$100 per lot – commercial \$25 per acre – agricultural / undeveloped</p>
Mowing Fee	<p>Actual cost for mowing property, plus \$250 administration fee</p>
Lien Fee	<p>Actual cost for filing lien, plus \$250 administration fee</p>
Fence Permit (New)	<p>\$50 (New) \$0 (Replacement)</p>
Mechanical (HVAC) Fee – Commercial	<p>\$ 35/Permit – sq. feet up to 500 \$ 50/Permit – sq. feet up to 1,499 \$ 75/Permit – sq. feet up to 1,999 \$ 100/Permit – sq. feet up to 2,499 \$ 125/Permit – sq. feet up to 2,999 \$ 125/Permit – sq. feet over 3,000, plus \$20 for each additional 1,000 sq. feet</p>
Misc. Mechanical (HVAC) Permit	<p>\$50/permit</p> <p>* Only charged when no building permit is issued for construction</p>

KELLER FEE SCHEDULE FY 2016-2017

Mobile/Manufactured Home	\$100/Permit to include utility connection inspections
Moving Permit	\$50/Permit
Plumbing Fee – Commercial	\$ 35/Permit – sq. feet up to 500 \$ 50/Permit – sq. feet up to 1,499 \$ 75/Permit – sq. feet up to 1,999 \$ 100/Permit – sq. feet up to 2,499 \$ 125/Permit – sq. feet up to 2,999 \$ 125/Permit – sq. feet over 3,000, plus \$20 for each additional 1,000 sq. feet
Misc. Plumbing Permit	\$50/Permit – misc. plumbing (water heater/gas line to pool/spa) * Only charged when no building permit is issued for construction
Re-Inspection Fee	\$50 / for each additional re-inspection * The fee is assessed only after an inspection fails more than once for the same code violation
Sign Permit	\$50 per sign permit
Temporary Sign Permit	\$25 per sign
Pool Permit	\$500 / in-ground pools \$50 / above ground pools and spas/hot tubs
Temporary Building Permit	\$23.50
Demolition Permit	\$50
Sidewalks / Curb Cut Fees	Fees based on actual costs as derived from City’s current miscellaneous concrete contract, maximum of \$1,500
Supplemental Plan Review Fee	\$50 per hour (minimum 2 hours residential and 3 hours commercial). Only assessed after original set of plans has been reviewed and approved for construction and changes are made to the plans by the developer/owner/ builder/representative
Irrigation Permit	\$50 each – residential \$100 each – commercial
Miscellaneous Inspections	\$50 each
Lost Packet Fee	\$50 each

KELLER FEE SCHEDULE FY 2016-2017

Special Event Permit Fee

\$25
No permit costs for non-profits
\$250 - Security deposit
\$25 per hour / 2 hour min. – Maintenance Staff
Supplies at cost plus 10%

Sec. 2 - Planning and Engineering

Supplemental Plan Review Fee

\$50 per hour (minimum 2 hours residential and 3 hours commercial). Only assessed after original set of plans has been reviewed and approved for construction and changes are made to the plans by the developer/owner/ builder/representative

Resubmittal Fee

\$500 per resubmittal when plans are resubmitted and 30% or more previous comments have not been addressed.

Inspection Fee – Streets and Drainage

Four percent (4%) of construction value, plus \$60/hour overtime (as necessary)

Water and Sewer Inspection

Four percent (4%) of construction value, plus \$60/hour overtime (as necessary)

Water Service Tap/Meter (Corporate City Limits)

Short Tap and Meter Installation

3/8" - \$450

1/4" - \$475

1" - \$500

1 1/2" - \$900

2"*** - \$ 1,025

2" Compound Meter - \$2,325

Long Tap and Meter Installation

3/8" - \$800

1/4" - \$825

1" - \$850

1 1/2" - \$1,275

2"*** - \$ 1,425

2" Compound Meter - \$2,725

Install meter only

3/8" - \$275

1/4" - \$300

1" - \$325

1 1/2" - \$725

2"*** - \$775

2" Compound Meter - \$2,075

KELLER FEE SCHEDULE FY 2016-2017

**Water Service Tap/Meter
(Corporate City Limits)**

* Water main and service on same side of street
**Water service (meter installation) on opposite side of street from water main may include bore fees
*** Cost includes a 2" turbine or disc-type meter

(cont.)

Outside City – Cost as determined on a case by case basis by Director of Public Works based on actual costs and impact to the system

3" or more—Actual meter cost plus service charge fees.

**Sewer Service Tap
(Corporate City Limits)**

\$350 – 4-inch tap within the City (if contractor required due to extenuating circumstances, contractor costs are to be borne by the applicant)

Actual cost – larger than 4-inch tap within the City

Outside City – Cost as determined on a case by case basis by Director of Public Works based on actual costs and impact to the system

Water/Sewer Connection Bore Costs

Bore fee to apply as needed based on actual linear foot cost

Street Lights

\$10.50 per month per pole (maximum of 24 months)

Sanitary Sewer Camera Fee

\$225 each – per residential building permit

Old Town Keller Asphalt Parking

- Existing buildings/facilities – actual cost of materials
- New buildings/facilities and existing buildings/facilities with privately funded improvements exceeding \$50,000 – no cost

Public parking space construction scope and schedule to be at the discretion of the Department of Public Works and dependent upon the availability of funding as determined by the City

**Miscellaneous right-of-way encroachment,
dedication or abandonment**

\$100 each

**Miscellaneous easement dedication or
abandonment
Preliminary Plat**

\$100 each

N/A (see Plat below)

Final Plat

N/A (see Plat below)

Replat

\$400 per application plus \$20 per lot residential (exceeding one lot);
\$350 per application for single family lot

KELLER FEE SCHEDULE FY 2016-2017

Plat (Preliminary, Final, and Amended)	\$300 per application plus \$20 per lot residential (exceeding one lot); \$250 per application for single residential lot \$300 per application plus \$20 per acre for non-residential
Planned Development	\$400, plus \$10 per acre for planned development, planned development amendment and future land use plan amendment \$250 thoroughfare plan amendment
Specific Use Permit	\$350, plus \$10 per acre
Rezoning Application	\$350, plus \$10 per acre
Site Plan Application	\$300 application, plus \$10 per acre \$200 application for minor amendments to previously approved Site Plans
Variance Adjustment	\$200 application
Park Land Dedication	One (1) acre per thirty (30) residential dwelling units. Payment in lieu of land dedication shall be the average per acre value of the property(s) to be developed as assigned by the Tarrant Appraisal District's most recent appraised market land value, or \$30,000 per acre, whichever is greater, not to exceed \$50,000 per acre.
Public Art Development Fee	.25% of Construction Value
Landscape/Screening Wall Plans	\$200
Gas Well Permit Fee	\$10,000 per well bore
Sec. 3 - Facility Rental Fees	
Field Rentals	\$25 resident - 2 hour baseball & softball field plus \$20/2 hour for lights \$100 non-resident - 2 hour baseball & softball field, plus \$20/2 hour for lights \$50 per pad, per day for soccer pad, plus \$15/2 hour for lights \$200 per pad for 5 days soccer pad, plus \$15/2 hour for lights \$25 res - 2 hr. multi use field, plus \$17/2 hour for lights \$100 non-res - 2 hour multi-use, field plus \$17/2 hour for lights \$200 – day for multi-use arena; practice rental \$15/3 hour; clinic rental \$100/day; half-day clinic, \$50; 6 hour event, \$100; refundable security deposit, \$100; tractor & operator fee, \$30/3 hour minimum

KELLER FEE SCHEDULE FY 2016-2017

Field Rentals (cont.)

Refundable deposits - \$500 refundable security deposit for utilization of facility keys for Keller Sports Park

Stage Rental

Stage rental fee, \$1,000 for the first six hours or any portion thereof, (includes delivery, set-up and tear down), and \$50 for each additional hour thereafter.

Note: Accessories are only available for rent in conjunction with stage rental.

- Decorative Stage Skirting, \$15 per day

- Audio/Light Technician Stage hand, \$25 per hour (when using lights and audio, a certified stage hand must be utilized.)
- ◆ Theater Lights, \$100 per day
- Portable Stage Sections, \$25 each per day (fee includes placement and removal.)

Picnic Facilities

Residential rental fee of \$30 for 3 hours, plus \$15 for each additional hour. Non-residential rental fee of \$40 for 3 hours, plus \$20 for each additional hour with a 3 hour minimum rental period for both.

Sec. 4 - Sports Fees

Non-Resident Fee

Long-term users shall pay the city a non-resident fee of \$30 per player per sport season to recover a portion of the maintenance and operation costs of athletic fields and facilities. Non-resident fees shall be capped at \$90 per family, per season.

Sec. 5 - Facility Use Fees

Library Meeting Room Use

free - residents
\$25 for non-residents

Library Membership Fee

free - residents
\$25 for non-residents, per family / year
\$12.50 for non-resident seniors / year
\$ 0.50 replacement card fee

Library Microfilm/fiche and flash drives

\$0.10 per page for microfilm/fiche
\$8.11 each for flash drives

Library Copy Machine

\$0.10 per page for photocopy
\$0.10 per page for black laser printer
\$0.25 per page for color laser printer

KELLER FEE SCHEDULE FY 2016-2017

Library Fines	\$0.20 per day for Books, Audios, DVDs, Music CDs, Kits, Magazines Maximum late fees: \$3 – Magazines \$5 – Children and Juvenile books, Mass Market Paperbacks \$10 – Young Adult and Adult books, DVDs, Music CDs \$15 – Children, Juvenile and YA audios, kits, MP3s \$20 – Adult audios, Playaways \$25 – ILLs Fees for damages/missing: DVD case, \$2, Audio or CD case, \$1, replacement CD from audio set, \$7.50
Library Test proctoring	\$20 each
Sec. 6 - Animal Control	
Animal Removal from Privately Owned Traps	\$30 per animal
Replacement Tag Fee	\$5 per animal
Microchip Implanting	\$25 per animal
Surrender Fee	\$30 per animal (residents only)
Euthanasia Fee	\$30 per animal (residents only)
Dead Animal Removal	\$30 per animal
Quarantine Fee	\$25 per animal, per day
Impoundment	\$ 10 daily, plus: \$ 30 1st offense \$ 50 2nd offense \$ 75 3rd offense \$150 4th offense \$150 5th offense
Quarantine Fee	\$25 per animal, per day
Exotic Pet Fee, Non-Hazardous	\$20 per animal, per year
Dangerous Dog Registration	\$50 per animal

KELLER FEE SCHEDULE FY 2016-2017

Sec. 7 – Public Safety Fees

Court Copy Fees	\$0.10 1st copy \$2 each – citation list \$40 per month – citations faxed (Pursuant to the Texas Administrative Code associated with copies of public information)
Accident Report	\$5 each
Burglar Alarm	\$25 annual permit fee; 1 – 3 false alarms, included in annual permit; 4 – 5 false alarms, \$50 each; 6 – 7 false alarms, \$75 each; 8+ false alarms, \$100 each
Police Copy Fees	\$0.10 per page \$5 per disc (Pursuant to the Texas Administrative Code associated with copies of public information)
Police Special Assignments (Special Events as approved under the City’s Special Events Policy)	\$50/hr. minimum 2 hours (all uses)
Incident Reports	No charge (Pursuant to the Texas Administrative Code associated with copies of public information)
Finger Printing	\$10 per person
Solicitors License	Charitable Solicitation \$35 for the first person \$20 for each additional person \$65 background check per person Religious – No permit fee \$65 background check per person Itinerant Merchants and Publication Sales and Solicitation \$50 for the first person \$20 for each additional person \$65 background check per person

KELLER FEE SCHEDULE FY 2016-2017

Emergency Medical Services

The rate structure for pricing shall be a set fee of \$1,750, plus a mileage charge of \$15 per loaded transport mile of ambulance service. The City Manager shall be authorized to adjust the set fee structure which shall conform to the reasonable, customary, and usual charges associated with the provisions of health care.

Insurance payments, whether private or governmental (Medicare/Medicaid) shall be accepted as payment in full for ambulance service for Keller residents and non-resident employees suffering a non-work related event while on duty.

Keller residents that have no medical insurance or if payment is not received from the patient's insurance plan shall be responsible for a maximum fee for ambulance service which shall be the Federal reimbursement rate in effect at the time of service or \$300, whichever is greater.

Patients who receive ALS treatment by Keller Fire-Rescue but are not transported by Keller Fire-Rescue or a mutual-aid ambulance shall be responsible for the cost of the treatment or a fee not to exceed \$200.

Patients treated and transported by Keller Fire-Rescue that are not residents of Keller shall be held financially responsible for the outstanding balance for ambulance service not paid by insurance coverage. For Medicare/Medicaid patients this fee responsibility will be up to the Federal reimbursement rate allowable at time of service.

Fire Construction Permit Fees

\$23.50 \$1-\$500 cv

\$ 23.50 \$501-\$2,000 cv – First \$500, plus \$3.05 for each additional \$100 or fraction thereof to and including \$2,000; plus plan review fee equal to 65% of construction permit fee

\$ 69.25 \$2,001-\$25,000 cv – First \$2,000 + \$14 for each additional \$1,000 or fraction thereof to and including \$25,000; plus plan review fee equal to 65% of construction permit fee

KELLER FEE SCHEDULE FY 2016-2017

Fire Construction Permit Fees (cont.)	\$ 391.25 \$25,001-\$50,000 – First \$25,000, plus \$10.10 for each additional \$1,000 or fraction thereof to and including \$50,000; plus plan review fee equal to 65% of construction permit fee
	\$ 643.75 \$50,001-\$100,000 – First \$50,000, plus \$7 for each additional \$1,000 or fraction thereof to and including \$100,000; plus plan review fee equal to 65% of construction permit fee
Contractor Registration Fee	\$50 annually, due January 1st of each year
Fire Construction Permit Fees	\$993.75 \$100,001-\$500,000 – First \$100,000, plus \$5.60 for each additional \$1,000 or fraction thereof to and including \$500,000; plus plan review fee equal to 65% of construction permit fee
	\$3,233.75 \$500,001-\$1,000,000 – First \$500,000, plus \$4.75 for each additional \$1,000 or fraction thereof to and including \$1,000,000; plus plan review fee equal to 65% of construction permit fee
	\$5,608.75 over \$1 million – First \$1 million, plus \$3.65 for each additional \$1,000 or fraction thereof; plus plan review fee equal to 65% of construction permit fee
Fire Operational Permit Fees	Tents - \$50 each
	Open Burning - \$50 each
Fire Apparatus Fees	\$400 hour – Fire apparatus w/crew - 2 hour minimum
	\$200 hour – Brush truck w/crew - 2 hour minimum
	\$250 hour – Ambulance w/crew - 2 hour minimum
	\$150 hour – ATV ambulance w/crew - 2 hour minimum
	\$280 hour – K.I.S.D. football game, EMS – per game
	\$75 hour – Inspector - 2 hour minimum
	\$60 hour – Standby firefighter - 2 hour minimum
Sec. 8 – Water and Sanitary Sewer Fees	
After Hours Turn On	\$50 per incident
Customer Deposit	\$80 residential meter
	Multi-family and non-residential meter deposits based on estimated customer usage for a one month period.
	Fire hydrant meter rental deposit based on actual replacement cost.
Master Deposit	\$80 – residential only

KELLER FEE SCHEDULE FY 2016-2017

Delinquent Account Deposit	Applies to customers that have had their service disconnected for failure to pay or non-sufficient funds – new deposit not to exceed an amount equal to double the estimated average monthly bill for said customer.
Cleaning Deposit	One time deposit of \$20 for ten consecutive days of water meter usage. Deposit applied to final billing.
Late Utility Payment Fee	10% of outstanding balance.
Damaged/Broken Lock	\$100 each per incident.
Meter Testing	\$50 each per incident for meters 1” and less. Meters 1 ½” and larger, fee shall be the actual cost of testing and the actual cost of installation and removal. If meter test shows it is registering more water than actually going through the meter, the fee is refunded.
Water Reconnect Fee	\$25 each per incident.
Account Activation Fee	\$15 each
Account Transfer Fee	\$15 each
Damaged meter, transponder, meter box and lid	Actual cost for replacement and/or repair to include time and materials.

BUDGET POLICIES

of the Keller Charter and other related ordinances and policies, the following budget policies are followed throughout the budgetary process.

Section 5.01(c). Powers and duties of the City Manager.

- (2) Prepare the budget annually and submit to the City Council, and be responsible for its administration after adoption.
- (3) Prepare and submit to the City Council as of the end of the fiscal year a complete report on the finances and administrative activities of the City for the preceding year.
- (4) Keep the City Council advised of the financial condition and future needs of the city and make such recommendations as may seem desirable.

Section 8.02. Submission of budget and budget message.

The fiscal year of the city shall begin on the first day of October and end on the last day of the following September.

On or before August 15 of each year, the City Manager shall submit to the City Council a budget for the ensuing fiscal year and an accompanying message in the form and with the content as prescribed by the [City] Council.

Code reference - Fiscal year established, § 2-110.

Section 8.03. Budget as a public record.

The budget and budget message and all supporting schedules shall be a public record in the office of the City Secretary open to public inspection by anyone. The City Manager shall cause sufficient copies of the budget and budget message to be prepared for distribution to the [City] Council and to the public library.

Section 8.04. Publication of notice of public hearing.

At the meeting of the [City] Council at which the budget and budget message are submitted, the [City] Council shall determine the place and time of the public hearing on the budget, and shall cause to be published a notice of the place and time of such hearing which shall be not less than seven (7) days after date of publication, at which the [City] Council will hold a public hearing.

Section 8.05. Public hearing on budget.

At the time and place so advertised, or at any time and place to which such public hearing shall from time to time be adjourned, the [City] Council shall hold a public hearing on the budget as submitted, at which all interested persons shall be given an opportunity to be heard, for or against the estimates or any item thereof.

Section 8.06. Further consideration of budget.

After the conclusion of such public hearing, the [City] Council may make such changes as it shall deem proper, except that such proposed expenditures as are fixed by law cannot be changed. Before making any change which could cause an increase in the total proposed budget, the [City] Council shall hold an additional public hearing in the same manner and with the same notice as set forth for original budget hearings.

BUDGET POLICIES

Section 8.07. Addition to budget.

After such further hearing, the [City] Council may insert the additional item or items, and make the increase or increases, to the amount in each case indicated by the published notice, or to a lesser amount, but where it shall increase the total proposed expenditures, it shall also increase the total anticipated revenue to at least equal such total proposed expenditures.

Section 8.08. Majority of full [City] Council required.

The budget shall be adopted by the favorable votes of at least a majority of all the members of the [City] Council.

Section 8.09. Date of final adoption; failure to adopt.

The budget shall be finally adopted not later than the twenty-seventh day of the last month of the fiscal year. Should the [City] Council take no final action on or prior to such date, the budget, as submitted, shall be deemed to have been finally adopted by the [City] Council.

Section 8.10. Effective date of budget certification; copies made available.

Upon final adoption, the budget shall be in effect for the budget year. A copy of the budget, as finally adopted, shall be certified by the Mayor and the City Secretary and filed in the office of the City Secretary. The budget so certified shall be printed, mimeographed or otherwise reproduced and sufficient copies thereof shall be made available for the use of all offices, departments and agencies and for the use of interested persons and civic organizations.

Section 8.11. Budget establishes appropriations.

From the effective date of the budget the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes therein named.

Section 8.12. Amendment.

The City Council may during the fiscal year amend the budget by ordinance if such amendment will not increase the total of all budget expenditures. If such expenditures are necessary to protect public property or the health, safety or general welfare of the citizens of Keller, the total budget may be increased after notice and public hearing as prescribed for adoption of the original budget.

Section 8.13. Appropriation of excess revenue.

If at any time the total accruing revenue of the City shall be in excess of the total estimated income thereof, as projected in the budget, the City Council may by ordinance amend the budget so as to appropriate such excess revenue to such purposes as they may deem appropriate after notice and public hearing as required for adoption of the original budget.

BUDGET POLICIES

Section 8.14. Accounting procedures.

Accounting procedures shall be maintained by the City adequate to record in detail all transactions affecting the acquisition, custodianship and disposition of anything of value; and the recorded facts shall be presented annually to the City Council and to the public and such summaries and analytical schedules in detailed support thereof as shall be necessary to show the full effect of such transaction for each fiscal year upon the finances of the City and the relation to each department thereof including distinct summaries for each required by law to be segregated.

Section 8.15. Independent audit.

The [City] Council shall cause an independent audit to be made of the books of account, records and transactions of all the administrative departments of the City at least once yearly. Such audit shall be made by a certified public accountant selected by and responsible to the [City] Council. The duties of the auditors so appointed shall include the certification of all statements. Such statements shall include a balance sheet, exhibiting the assets and liabilities of the City, supported by departmental schedules, and schedules for each publicly owned or operated utility, summaries of income and expenditures, supported by detailed schedules, and also comparison, in proper classification, with the last previous year. The report of such auditor or auditors for the fiscal year shall be printed and a copy thereof shall be furnished to each member of the [City] Council and the City Manager, and a copy shall be made available to each citizen who may request such. The original shall be kept among the permanent records of the City.

Section 8.16. Power to tax.

The City Council shall have the power under the provisions of state law to levy, assess and collect an annual tax upon taxable property within the City, the tax not to exceed the rate as provided for by state law governing cities with a population in excess of five thousand (5,000) inhabitants.

If for any cause the City Council shall fail to pass a tax ordinance for any one (1) year, levying taxes for that year, then and in the event the tax levying ordinance and rate established therein last passed shall and will be considered in force and effect.

Section 8.17. Defect shall not invalidate tax levy.

Defects in the form of preparation of the budget or the failure to perform any procedural requirement shall not invalidate any tax levy or the tax roll.

CITY OF KELLER
Financial Management Policies

1. Purpose of Policies.

1.1 The City of Keller (the City) is committed to sound financial management through integrity, prudent stewardship, financial planning and accountability, full disclosure, and communication. Financial Management Policies will enable the City to achieve and maintain a stable, positive financial condition, while also providing guidelines for the day-to-day planning and operations of the City's financial affairs.

1.2 The City will establish and maintain a high standard of accounting practices. The City's accounting system shall conform to generally accepted accounting principles (GAAP), as prescribed by the Governmental Accounting Standards Board (GASB) for governmental entities.

1.3 The City will prepare and maintain in a current status written administrative procedures relating to each financial management area. The City Manager, department directors, and managers are responsible for ensuring that good internal controls are maintained and followed throughout their respective City departments, that all management directives or internal control recommendations are implemented in a timely manner, and that all independent auditor recommendations are addressed.

1.4 The City will pursue transparency with regard to disclosure of financial information. Accordingly, the City will seek to attain the highest Texas Comptroller of Public Accounts Transparency award without placing any unnecessary burdens on staff. A primary focus of financial transparency is the ability for citizens to review the City's financial information online. At a minimum, online information will include annually adopted budgets, comprehensive annual financial reports, and check registers.

1.5 These financial management policies shall remain in effect until amended by the City Council. The City Council shall review the policies annually, and amend as necessary.

2. Operating Budgets.

2.1 Annual estimates of revenue in both the general fund and enterprise funds shall be based on historical trends and a reasonable expectation of growth. A conservative approach shall be observed in estimating revenues, so that revenue estimates will not be overstated. Annual Water and Wastewater Enterprise Fund revenues shall be budgeted on the basis of a normalized year, with reasonable estimates of customer growth, not on the basis of forecasted above-average rainfall (wet year) or below-than-average rainfall (dry year).

2.2 The adoption of an operationally balanced budget shall be required. An operationally balanced budget shall be defined as a budget in which on-going revenues equal or exceed on-going expenditures and one-time expenditures may be funded with undesignated fund balance. In addition, Current resources (current revenues plus undesignated fund balances) will equal or exceed current expenditures (on-going plus one-time expenditures) for each individual fund.

2.3 At the end of each fiscal year, the City shall establish a goal that the fund balances of each fund be within requirements of the Fund Balance Policy..

2.4 The City should endeavor to maintain a diversified and stable revenue base in order to prevent overall revenue shortfalls as a result of periodic fluctuations in any one revenue source. Each existing and potential revenue source will be re-examined annually.

2.5 The City shall use non-recurring resources and fund balances to fund non-recurring expenditures. Recurring expenditures shall be funded with recurring revenues only.

2.6 User charges, rates and fees shall be established at a level related to the cost of providing the services. These charges, rates and fees shall be reviewed not less than annually in order to determine the appropriate level of funding anticipated to support the various related activities. In order to mitigate the magnitude of rate increases necessary for the Water and Wastewater Enterprise Fund, an independent cost of service study will be conducted at least every three (3) years to review rate methodology and ensure revenues will meet future obligations. The cost of service study shall include operating costs, anticipated capital improvements and use of associated impact fees, provision for an adequate level of working capital, and requirements necessary to meet all current and future revenue bond covenants.

2.7 Rates for water and wastewater enterprise activities shall be maintained at levels sufficient to ensure that annual revenues will be available to pay all direct and indirect costs of the enterprise activities, including costs of operation, capital improvements, maintenance, and principal and interest requirements on outstanding debt, and interest and sinking fund and reserve fund requirements. The City recognizes an obligation to provide water and sewer services to customers as economically as possible, while also maintaining the fiscal integrity of the Water and Wastewater Enterprise Fund; therefore, the City will seek to pass through (recover) increases in water supply costs and wastewater treatment services from customers of the City of Keller.

2.8 Net earnings of enterprise funds for any fiscal period should be adequate to meet all bond covenants, especially the debt coverage ratio. Net earnings shall be defined to include non-operating revenues available for debt service, excluding depreciation and transfers to other funds.

2.9 Enterprise funds shall adequately compensate the General Fund (and other applicable funds) for administrative and/or management services provided to the enterprise funds. Transfers from enterprise activities to the general fund for administrative services shall not exceed the estimated costs incurred by the General Fund in providing such services. Payments in-lieu-of-taxes and franchise fee payments shall be paid by enterprise funds to other appropriate funds. The basis for each transfer shall be fully identified each year in the proposed budget.

2.10 A proposed budget for all funds shall be submitted to the City Council by the City Manager on or before August 15 of each year, for the ensuing fiscal year. [*Keller Charter, Section 8.02*]. The City Manager's proposed budget shall be filed in accordance with State law including filing with the Office of the City Secretary and at the Keller Public Library, and on the City's website.

2.11 Unless otherwise noted in the annual budget document, annual fixed-dollar budgets will be adopted for all funds except capital, grant, and Council approved operating projects funds and trust funds for the period beginning October 1 and ending September 30 of the following year. Budgets for capital, grant, and Council approved operating projects are adopted based upon the anticipated time line for completion also known as the project life basis, and not a fiscal year basis.

2.12 All budget appropriations (except for project life funds) lapse at fiscal year-end (September 30) and the City shall strive to minimize any encumbrances at year-end. Any encumbered appropriations at year-end may be re-appropriated by a budget amendment in the ensuing fiscal year.

2.13 All budgets shall be adopted on a basis of accounting consistent with GAAP, as applied to governmental entities, with the exception of Enterprise and Internal Service Funds. Revenues are budgeted as they become measurable and available. Expenditures are charged against the budget when they become measurable, or when a liability has been incurred and the liability is expected to be liquidated with available current resources. For Enterprise and Internal Service Funds, depreciation is not budgeted, and capital improvements and debt service principal payments are budgeted as expenditures/expenses.

2.14 The budget shall be maintained at the legal level of control which is the department within the individual fund. Expenditures may not exceed the legal level of control at the department level within an individual fund without approval of the City Council. The City Manager is authorized to transfer appropriations within a department or between departments in an individual fund in accordance with these policy guidelines.

2.15 Authority to transfer appropriations within a fund or department. The City Manager may approve transfers of available appropriations between general classifications of expenditures within the same fund, provided the transfer amounts do not result in a net increase in total appropriations for the fund.

2.16 Authority to transfer appropriations between a fund. Transfers of available appropriations in general classifications of expenditures between funds, shall be approved only by the City Council.

2.17 Increase in total appropriations and use of contingency funds. The City Council shall also approve any budget modification(s) resulting in a net increase in appropriations, or any proposed use of contingency funds [*Keller Charter, Section 8.12*].

2.18 The City will strive to receive and retain the Distinguished Budget Presentation Award presented annually by the Government Finance Officers Association (GFOA).

2.19 Budgets of Enterprise and Internal Service Funds shall be self-supporting, i.e., on-going revenues equal or exceed on-going expenditures (excluding depreciation) and one-time expenditures may be funded with working capital.

2.20 Budgets of Enterprise and Internal Service Funds are prepared on a working capital basis, whereby depreciation expenses are not budgeted and capital outlay and debt service principal payments are budgeted as expenses. Reserves of Enterprise and Internal Service Funds will be disclosed using working capital, rather than retained earnings.

2.21 Budgets shall integrate performance measures, goals and objectives, service levels and productivity measures where appropriate, and provide a means of measuring and monitoring performance, goals and productivity.

2.22 New positions and programs funded in annual budgets will be disclosed at their full annual cost in the initial and subsequent years of funding, or at the respective full-time equivalent costs for new positions. Even if the positions and/or programs are anticipated to begin mid-year, the full annual costs, or the full-time equivalent costs for new positions, will be disclosed in the budget. Positions temporarily vacant will also be disclosed at their full annual cost in the annual budget.

2.23 When possible, replacement funds shall be created to ensure the ability to make timely replacements.

3. Capital Improvements.

3.1 The City will develop and maintain a comprehensive five-year plan for capital improvements. This plan shall be presented to and reviewed by the City Council annually. Capital improvements for planning purposes shall be considered as all land, land improvements, building projects, infrastructure (i.e., streets, water and wastewater improvements) and equipment exceeding one hundred thousand dollars (\$100,000) in cost.

3.2 All capital improvements should be made in accordance with the five-year plan as adopted or reviewed by the City Council.

3.3 The City Council shall adopt an annual capital budget that is based on the five-year capital improvement plan. This capital budget shall identify the sources of funding for each capital project authorized for the ensuing fiscal year. Assessments and pro-rata charges may be applied where applicable to fund capital projects.

3.4 The City's capital improvement program shall be coordinated with the operating budgets. Operating costs associated with each capital improvement project will be identified in the capital budget and included in the appropriate operating budget if the project is authorized.

3.5 Interest earnings on bond proceeds shall be credited to the appropriate bond fund and will be used to help with future debt management. .

3.6 For capital budgeting purposes, capital improvement projects for facilities (fire stations, libraries, City Halls, etc.) will not only include cost of acquisition or construction of the facility, but shall also include the annual operating costs of staffing, equipping, operating and insuring of the facility. The City shall not finance annual operating costs with the issuance of debt, per Section 4.1.

3.7 The City will measure the condition of our infrastructure, and the degree to which the City is meeting infrastructure replacement needs. The City will budget to make timely infrastructure repairs and replacements to avoid additional repairs and/or long-term damage.

3.8 The City Council may establish, by resolution, policies and procedures for prioritizing capital project improvements, establishing a reserve therefore, and the funding thereof in accordance with the provisions of the City's Financial Management Policies.

4. Debt Management.

4.1 Long-term debt shall not be incurred to finance on-going operations. Long-term debt shall be defined as debt requiring more than five years to retire. Short-term or interim debt shall be defined as debt requiring five years or less to retire, and may be used to fund purchases of machinery, equipment (including office equipment) and vehicles.

4.2 When any debt is issued to finance capital improvements, the City shall retire the debt within a period not to exceed the expected useful life of the projects or improvements being financed. When possible the debt should not exceed 15 years unless the expected asset life is beyond 50 years.

4.3 Total debt service requirements (principal and interest) in any fiscal year should generally not exceed twenty-five percent (25%) of the City's total on-going expenditures/expenses (excluding capital projects funds).

4.4 Total direct general obligation debt service requirements shall not exceed fifteen percent (15%) of the assessed value of taxable property.

4.5 The City shall maintain good communications with the major bond rating agencies concerning the City's financial condition, and shall follow a policy of full disclosure in every financial report and official bond statement. The City will maintain sound fiscal management practices to maintain and improve current bond ratings.

4.6 Interest and sinking fund and/or debt reserve balances shall be maintained in accordance with the City's most restrictive bond ordinances and/or covenants.

4.7 Use of impact fee revenue for debt will be evaluated during each budget year. The amount of impact fees being used for debt service shall be fully disclosed in the annual budget.

4.8 Debt issuance is costly, time-consuming and should be done no more than once a year if possible.

4.9 The percentage of the tax rate designated for debt service purposes should not exceed forty percent (40%) of the total tax rate.

5. Financial Reporting.

5.1 The City will strive to receive and retain the Certificate of Achievement for Excellence in Financial Reporting awarded annually by the Government Finance Officers Association of the United States and Canada (GFOA).

5.2 An annual independent financial audit shall be performed by a properly licensed independent public accounting firm, and results of this audit will be presented to the City Council by March 31 of the following year in the form of a Comprehensive Annual Financial Report (CAFR), in accordance with generally accepted accounting principles (GAAP) and GFOA requirements, unless delayed by extenuating circumstances and an extension has been granted by GFOA.

5.3 Timely interim financial reports will be produced for department managers for internal purposes. Departmental reports comparing budget to actual amounts shall be prepared by the Finance Department in a timely manner.

5.4 Financial reports including capital project updates shall be prepared on at least a quarterly basis and made available to the City Council in a condensed format. After presentation of the report to the City Council, the report shall be made available for public inspection.

5.5 Every three to five years, the City will issue requests for proposal to choose an auditor for a period not to exceed five years.

6. Purchasing.

6.1 The City Manager shall be responsible for maintaining a written purchasing policy in accordance with State statutes and City Ordinances. The policy shall be approved by City Council.

7. Cash and Investments.

7.1 The Director of Finance or designee shall be responsible for maintaining written administrative procedures for all areas of cash and investments, in accordance with State statutes, City ordinances and these policies.

7.2 The City will enter into a depository agreement with one or more banks for a specified period of time and specified fees for banking services. The term of each depository agreement shall not exceed five (5) years unless otherwise approved by the City Council.

7.3 Collection, deposit and disbursement of all funds will be scheduled to ensure maximum cash availability and investment earnings.

7.4 The City's first and foremost investment objective shall be safety of principal. To meet this objective, the City will seek to obtain a competitive, or market rate-of-return on investments, consistent with the City's investment policy.

8. General Policies.

8.1 The City Manager is authorized to write off bad debt accounts less than one thousand dollars (\$1,000) which have been delinquent for more than one hundred twenty (120) days (look at law, see if can go 180). These accounts will be aggressively pursued for collection by any lawful and available means. Accounts which are in bankruptcy status, involving a claim of one thousand dollars (\$1,000) or less, which require the City to make an election to the bankruptcy court, will be referred to the City Manager, with a recommendation by the City Attorney. The City Manager shall report all bad debt write-offs of note to City Council. All accounts involving write-offs greater than one thousand dollars (\$1,000) shall be referred directly to City Council for write off, or further recommended action.

8.2 The City shall follow a policy of aggressively pursuing the collection of current and delinquent ad valorem taxes, and shall strive to maintain a current ad valorem tax collection rate equal to or exceeding ninety-seven percent (97%) of the current levy. In addition, the City will aggressively pursue collection of other debts owed to the City, e.g., water bills, ambulance billings, etc.

8.3 Sound appraisal procedures and practices will be monitored by the City in order to keep property values current. The City will annually review the various levels of property tax exemptions and abatements which may be optionally granted by the City.

8.4 The City may impose impact fees upon new development. The purposes of these fees are to pay a portion of the cost of constructing capital improvements or facility expansions necessary to serve new development.

8.5 Expenditures of impact fees are limited to paying the cost of construction or capital improvements or facility expansions and to payment of principal and interest on bonds, notes, or other obligations issued to finance eligible capital improvements.

8.6 Plans and costs of enforcement related to the passage of ordinances and/or other legislation (if any) should be disclosed to the City Council by the City Manager, prior to the passage of ordinances and/or other legislation.

8.7 Consistent efforts shall be made to reconcile the total water volume sold to the total water volume purchased or pumped. Acceptable water losses for fire-fighting, fire hydrant testing and broken lines should not exceed seven percent (7%). To achieve this goal, it is the policy of the City that all water service, including City-owned facilities, be metered appropriately.
8% loss in SWIFT application

8.8 Efforts shall be made to reconcile wastewater contributed from customers to those volumes flowing through treatment facilities. Acceptable amounts of inflow and infiltration should not exceed ten percent (10%).

8.9 Utility billing collection cycles should be as short as practical and utility security deposits should reflect those cycles in order to minimize losses to the City. Meter readings should occur in relatively uniform monthly time frames, and utility bills should be generated in a timely manner thereafter. Utility bills should be due no more than fifteen (15) days after the customer receives the bill. Delinquent notices should be mailed one day after the due date. Termination of utility service should occur no more than sixty (60) days after the meter reading date.

8.10 The City will evaluate privatization of services which will either maintain or improve the existing quality of services, while at the same time minimizing the cost of the service to the public. Examples of services to be evaluated for privatization are solid waste collection, engineering, and data processing services.

8.11 The City will provide adequate staffing and training to our fiscal functions in order to maintain effective internal controls, timely financial transactions and meaningful financial management information.

8.12 Utility cost subsidies should be minimized. Cost subsidies can occur between funds, i.e., General Fund and Water and Wastewater Enterprise Fund; between utilities, water utility and sewer utility; between customers, residential customers and commercial customers; and between generations, current and future generations.

8.13 The City will cautiously evaluate the granting of tax exemptions and/or abatements, which shift tax burdens, and may also eventually raise the overall tax rate.

8.14 The City will thoroughly review state and federal legislation that will impact City services, and the potential or resulting costs to citizens.

City of Keller Fund Balance Policy (per GASB 54)

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City of Keller (the City) setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The intent of this policy is to ensure the City maintains adequate fund balances in the City's various operating funds with respect to the following:

1. Providing sufficient cash flow liquidity for the City's general governmental operations,
2. Securing and maintaining investment grade bond ratings,
3. Offsetting significant economic downturns or revenue shortfalls, and
4. Providing funds for unforeseen expenditures related to emergencies.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that spendable and non-spendable. These included the following categories:

1. Non-spendable fund balance – includes amounts that are not in a spendable form or are required to be maintained intact. Examples include inventory and prepaid expenses.
2. Spendable Fund Balance:
 - A. Restricted – includes amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, grantors, or contributors; or amounts constrained due to regulations of other governments. Examples include grant awards and bond proceeds.
 - B. Committed – Includes amounts that are limited to specific purposes that are *internally imposed* by the City through formal action of the City Council. Commitments may be changed or removed only by formal action of the City Council. This includes balances formally approved by the City Council during the budget adoption and amendment process. The formal action must be approved by the City Council prior to the end of the fiscal year in which the commitment will be reflected on the financial statements.
 - C. Assigned – includes amounts that are intended for specific purposes that are considered neither restricted nor committed. Intent can be expressed by the City Council, or by an official to which the City Council delegates the authority. Assignment of fund balance are less formal than commitments and do not require formal action for their imposition or removal. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
 - D. Unassigned – the residual classification of amounts in the General Fund which includes all amounts not classified in other fund balance categories. Unassigned amounts are technically available for any purpose. Negative residual amounts for all other governmental funds are reported in this classification.

Policy/Practices

1. Minimum fund balance or fund balance reserve for City funds shall be as listed below. The reserve will be considered assigned fund balance and other assignments and restrictions cannot be included as part of the reserve calculation:
 - a. General Fund - 19.2% (70-days) of on-going expenditures
 - b. General Debt Fund – 10% of average outstanding annual payments unless bond covenants require additional amounts
 - c. Utility Fund – 16.7% (60-days) plus 10% of average outstanding annual payments unless bond covenants require additional amounts plus a rate stabilization reserve being the greater of 5% of on-going water and sewer revenues or \$500,000
 - d. Keller Development Corporation (KDC) - 10% of average outstanding annual payments unless bond covenants require additional amounts
 - e. Drainage Fund - 16.7% (60-days)
 - f. All other funds with debt, 10% of average outstanding annual payments unless bond covenants require additional amounts
 - g. Capital and other project life funds – fund balance should be a minimum of assignments and commitments
2. The General Fund shall have a maximum fund balance of 50% (182-days), excluding non-reserve assignments and commitments. When the amount is exceeded, the City shall identify one-time expenditures or consider rate changes for which to use the funds for and review revenue rates to ensure no unnecessary over collection of revenues.
3. If unassigned fund balance unintentionally falls below required levels, or if it is anticipated that at the completion of any fiscal year the projected unassigned fund balance will be less than the minimum requirement, the City will implement the provisions of the *Financial Management Contingency Plan* in order to restore the uncommitted fund balance to the minimum required level.
4. The City Council may appropriate unassigned fund balance for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.
5. When multiple categories of fund balance are available for expenditure, such as a capital project being funded by a combination of grant funds, funds set aside by the City Council, and unassigned fund balance, the City will spend projects funds from the most restricted category first (e.g., grant funds). When the most restricted fund balance has been spent on the project, then funds will be spent from the next most restrictive category (e.g., committed or assigned fund balance), continuing this pattern until all project funds have been expended.
6. City shall minimize the use of committed fund balances in major operating funds when possible. Methods of reducing the commitments include transferring project funds to capital projects, creating and maintaining equipment replacement and long-term maintenance funds, and creating and maintaining operating project funds for non-capital projects.
7. The Director of Finance shall be responsible for monitoring and reporting the City's various reserve balances. The City Manager is directed to make recommendations to the Council of the use of reserve funds, as an element of the annual operating budget submission, or as necessary throughout the fiscal year, as circumstances may arise.
8. Compliance with the provisions of this policy shall be reviewed as a part of the annual operating budget adoption and subsequent review will be included in the annual audit and financial statement preparation procedures.

Fiscal Management Contingency Plan

The contingency plan is a planning document that will be used in the event there is a downturn in economic conditions that will negatively impact the City of Keller budget. The City is dependent on a stable, growing economy so that budgeted revenues will be realized. .

The fiscal management plan will assist City management in guiding future planning efforts. The Plan is a guide only, and is intended to assist in budget balancing strategies. Depending upon management's response to economic and financial conditions, some parts of the plan may be implemented sooner or later, in accordance with direction from the City Council. Economic and budget conditions will be evaluated monthly, and any budget impacts resulting from economic conditions or trends will be identified.

The contingency plan goals in order are:

1. Protect current service levels, including staffing
2. Minimize cost impacts to Citizens
3. Provide competitive pay and benefits to all employees.

Budgetary Revenue Shortfall Contingency Plan

- A. The City will establish a plan to address economic situations that cause revenue to be significantly less than the adopted budget revenue. The plan is comprised of the following components:

Levels – Serve to classify and communicate the severity of the estimated budgetary revenue shortfalls and identify the actions to be taken at the given phase.

Actions – Preplanned steps to be taken in order to prudently address and counteract the estimated budgetary revenue shortfall.

- B. The actions listed in Levels I through IV are intended to be short-term in nature. In the event the underlying economic situation is expected to last for consecutive years, more permanent actions will be taken.
- C. The City Manager or designee will apprise City Council at the regular City Council meeting immediately following any action taken through this plan. Information such as underlying economic condition, economic indicators, estimated budgetary revenue shortfalls, actions taken and expected duration will be presented to City Council.
- D. The City Council may appropriate available fund balance as needed to cover any estimated revenue shortfall. Appropriation of fund balance must be carefully weighed and long-term budgetary impacts must be considered in conjunction with the projected length of the economic downturn. If the use of fund balance will put a fund under fund balance policy requirements must include plan to replenish the fund balance back to the minimum.
- E. Actions taken through this plan must always consider the impact on revenue generation. Actions taken should reduce expenses well in excess of resulting revenue losses.
- F. The following is a summary of classifications and the corresponding actions to be taken.
1. Revenues
 - i. Level I: Identify any potential new revenue sources.

- ii. Level II: Evaluate user fees in order to remain competitive.
 - Identify and/or implement new revenue sources.
 - Evaluate property tax rate increase.
 - Evaluate water and wastewater rate increases.
 - Evaluate use of available fund balance.
 - i. Level III: Recommend property tax increase.
 - ii. Recommend water and/or wastewater rate increase.
 - iii. Recommend new revenues, or increases in current fees.
 - iv. Recommend use of available fund balance.
 - v.
 - b.
 - c. Expenditures:
 - i. Freeze newly created positions.
 - ii. Implement a time delay for hiring vacant positions.
 - d. Revenues:
 - i. Identify any potential new revenue sources.
 - e. Service Level Impacts:
 - i. Minor service level disruptions and/or delays.
 - ii. New projects may be postponed or deferred.
 - iii. Begin planning for Levels II through IV.
 - iv. Implement Community Communication Plan in order to communicate to citizens any service levels that may be impacted.
 - f. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate normal operating procedures.
2. Level II: The estimated annual revenue is below budget projections for 6 consecutive months. Current economic conditions and indicators are anticipated to continue.
- a. Expenditures:
 - i. Implement a managed-hiring program for vacant positions.
 - ii. Reduce the hours/number of part-time and seasonal employees as per Reduction In Force Policy.
 - iii. Reduce travel and training expenses.
 - iv. Review and prioritize reductions of operating and capital expenditures.
 - v. Eliminate or defer capital outlay expenses.
 - vi. Review and prioritize expenses for professional and contracted services.
 - b. Revenues:
 - i. Evaluate user fees in order to remain competitive.
 - ii. Identify and/or implement new revenue sources.
 - iii. Evaluate property tax rate increase.
 - iv. Evaluate water and wastewater rate increases.
 - v. Evaluate use of available fund balance.
 - c. Service Levels Impacts:
 - i. Cutbacks or reductions in non-essential day-to-day operations (number of times parks are mowed, hours of operations of facilities).
 - ii. Defer general (non essential) maintenance.
 - iii. Prioritize and defer or freeze vehicle replacements, computer upgrades and new computer purchases. Replacements for essential non-working equipment are allowed, subject to approval by the City Manager.
 - iv. Reduce or defer non-essential repair and maintenance expenses. Examples – vehicles, communications, office equipment, machinery and buildings. Repair and

maintenance of essential non-working equipment is permitted, subject to approval by the City Manager.

- d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level I.
3. Level III: The estimated annual revenue is below budget projections for 9 consecutive months, or is below budget projections by more than 6% for 6 consecutive months. Current economic conditions and indicators are anticipated to continue or possibly worsen.
 - a. Expenditures:
 - i. Prepare for implementation of a Reduction in Force Plan.
 - ii. Implement a compensation freeze.
 - iii. Identify overtime expenses that may likely be reduced.
 - iv. Reduce external program funding.
 - v. Eliminate or defer pending capital improvement projects.
 - vi. Consider deferring payments to City-owned utilities – water and wastewater services.
 - b. Revenues:
 - i. Recommend property tax increase.
 - ii. Recommend water and/or wastewater rate increase.
 - iii. Recommend new revenues, or increases in current fees.
 - iv. Recommend use of available fund balance.
 - c. Service Level Impacts:
 - i. Significant reductions in service levels.
 - ii. Evaluate and/or recommend a reduction in hours of operation at all facilities.
 - iii. Essential programs and services will be evaluated for reductions.
 - iv. Reduce energy costs through reduction in hours of operations.
 - d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level II.
 4. Level IV: The estimated annual revenue is below budget projections for 12 consecutive months, or is below budget projections by more than 6% for 9 consecutive months. Current economic conditions and indicators are anticipated to continue and are likely to worsen.
 - a. Expenditures:
 - i. Implement Reduction in Force Plan (reduce employee personnel costs, including an employee furlough plan for time off without pay and/or four-day work weeks, laying off of personnel, etc).
 - ii. Consider other cost reduction strategies.
 - iii. Reduce departmental budgets by a fixed percentage or dollar amount.
 - iv. Eliminate external program funding.
 - v. Reduce and/or eliminate overtime expenses throughout departments.
 - b. Revenues:
 - i. Implement property tax rate increase.
 - ii. Implement water and wastewater rate increase.
 - iii. Increase user fees.
 - iv. Implement use of available fund balance.
 - c. Service Level Impacts:
 - i. Reduce hours of operations of all facilities.
 - ii. Implement service level reductions throughout all departments and/or eliminate specific programs.

- iii. Departments will prioritize service levels and programs according to City Council goals and objectives.
- iv. Defer infrastructure and street overlay maintenance.
- d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level III.

BASIS OF ACCOUNTING

Basis of Accounting and Budgeting. The accounts of the City are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. All funds are budgeted (except as otherwise stated earlier) and accounted for on a Generally Accepted Accounting Principles (GAAP) basis for purposes of financial statement presentation in the City's audited financial statements. The Governmental Fund Types, e.g., General and Special Revenue Funds, use a financial resources measurement focus and are accounted and budgeted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures represent a decrease in net financial resources and, other than interest on general long-term debt, are recorded when the fund liability is incurred, if measurable. Interest on general long-term debt is recorded when due.

In the City's audited financial statements, Proprietary (Enterprise) Fund types, e.g., the Water and Wastewater Fund, are accounted and budgeted on a cost of services or "capital maintenance" measurement focus, using the full accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred. However, for purposes of this budget presentation, depreciation is not budgeted, and capital expenditures and bond principal payments are shown as uses of funds (expenditures). Unless otherwise noted, working capital, rather than retained earnings, is used to represent fund balance in all funds, including Enterprise Funds. Working capital is generally defined as the difference between current assets (e.g., cash and receivables, etc.) and current liabilities – excluding the current portion of principal and interest due (e.g., accounts payable) – and provides a better comparative analysis of proprietary fund reserves for budget purposes than does the pre-sentation of retained earnings as presented in the audited financial statements. In addition, budgeting capital outlay as expenditures for budgetary purposes allows the proposed capital purchases to be reviewed and authorized by City Council each year.

FUND ACCOUNTING

The City utilizes fund accounting procedures to prepare the annual operating budget. By definition, a "fund" is a distinct fiscal entity, accounting for receipts and disbursements that are for specific activities. A fund is a self-balancing set of accounts, in which assets equal liabilities plus fund balance. The City primarily uses the following fund types:

Governmental funds - Governmental fund types are those funds through which most governmental functions of the City are financed. The City uses

- General Fund – the general operating fund of the City, used to account for and report all financial sources not accounted for and reported in another fund. Typical governmental functions, such as police, fire, library, streets, parks, and administration, are funded in the General Fund.
- Special Revenue Funds – these funds are used to account for and report proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes, other than debt service or capital projects.
- Debt Service Funds – used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The City utilizes two debt service funds.
- Capital Projects Funds – used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Funding sources are typically bond proceeds, operating fund transfers, or impact fees.

Proprietary funds - Proprietary fund types are used to account for operations that are financed in a manner similar to private business enterprises. The City utilizes the following two types of proprietary funds:

- Enterprise Funds – these funds are business-like governmental activities which are intended to be self-supporting and fund the operation, maintenance, and capital improvements related to the enterprise services.
- Internal Service Funds – these are funds that support internal operations.

Matrixes are provided below to show the relationships between City funds, departments, and the various fund types.

FUND MATRIX

The following table indicates the relationship between city funds and fund types used in the budget document.

Fund	Governmental Funds				Proprietary Funds		Trust Funds
	General	Special Revenue	Debt Service	Capital Projects	Enterprise	Internal Services	
OPERATING BUDGET FUNDS							
General Fund							
Water And Wastewater Fund							
Drainage Utility Fund							
Keller Development Corporation Fund							
The Keller Point Fund							
Keller Crime Control And Prevention District Fund							
Street And Sidewalk Improvements Fund							
Debt Service Fund							
Information Services Fund							
Library Special Revenue Fund							
Recreation Special Revenue Fund							
Municipal Court Special Revenue Fund							
PEG Cable Franchise Fee Fund							
Community Clean-Up Fund							
Tax Increment Reinvestment Fund							
Fleet Replacement Fund							
CAPITAL BUDGET FUNDS							
Street System Capital Improvement Fund							
Parks Capital Improvement Fund							
Facilities Capital Improvement Fund							
Water/Wastewater System Capital Improvement Fund							
Drainage System Capital Improvement Fund							
NON-BUDGET FUNDS							
Parkland Dedication Fund ¹							
Roadway Impact Fee Fund ¹							
Water/Wastewater Impact Fee Fund ²							
Employee Section 125 Fund ³							
Single Non-Profit Trust Fund ³							

1 - These funds are presented in the budget for informational purposes only. They are not budgeted, however, funds may be transferred to CIP projects. For audit proposes, they are presented as stand-alone CIP funds.

2 - This fund is presented in the budget for informational purposes only. It is not budgeted, however, funds may be transferred to CIP projects. For audit proposes, it is combined with Water/Waster Fund activity

3 - This is not presented in the budget as it is a pass-thru trust fund for employees to contribute to health and retirement plans. For audit purposes, it is combined with General Fund activity.

DEPARTMENTAL MATRIX

The following table indicates the relationship between city departments and fund types used in the budget document.

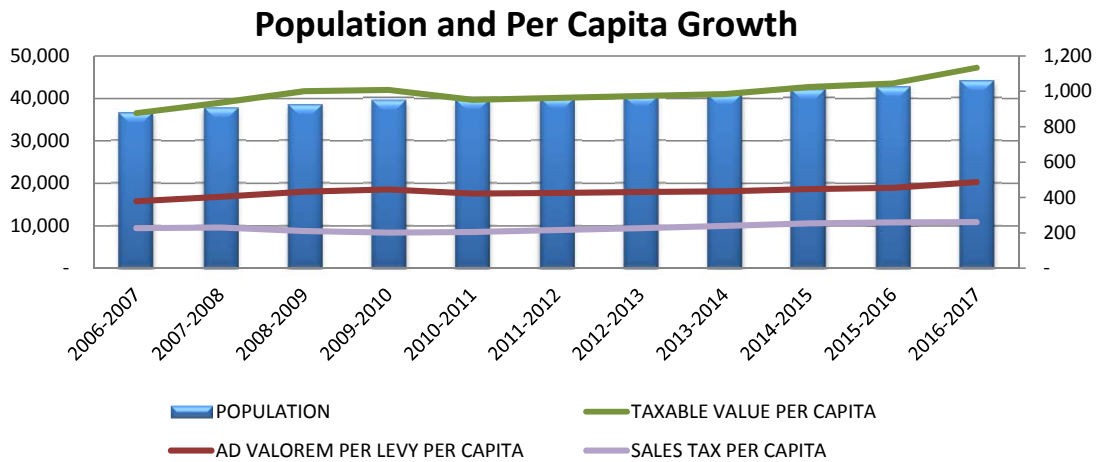
Department	Governmental Funds				Proprietary Funds	
	General	Special Revenue	Debt Service	Capital Projects	Enterprise	Internal Services
Administration/General Government						
Community Development						
Police Department						
Fire Department						
Public Works Department						
Keller Public Library						
Parks and Recreation						
Utility Administration						
Customer Services						
Water Utilities						
Wastewater Utilities						
MSC Operations						
Drainage Utility						
Information Technology						
Keller Pointe						
Non-Departmental						

ASSESSED VALUE AND LEVY ANALYSIS

	2015-2016 BUDGET	2015-2016 ESTIMATE	2016-2017 BUDGET
Total Assessed Value	\$ 4,720,148,873	\$ 4,720,189,000	\$ 5,277,404,783
% change	4.23%	4.23%	11.80%
Less Frozen Value	500,962,661	500,962,661	596,575,893
Less TIRZ Value	187,897,462	187,897,462	205,321,546
Net taxable value	\$ 4,031,288,750	\$ 4,031,328,877	\$ 4,475,507,344
% change	2.63%	2.63%	11.02%
Tax rate per \$100	0.43469	0.43469	0.43000
Taxable Value levy	17,523,609	17,523,783	19,244,682
Levy on frozen properties	1,962,602	1,962,602	2,217,364
Tax levy	\$ 19,486,211	\$ 19,486,385	\$ 21,462,046
Estimated collection rate	99.30%	99.30%	99.30%
Estimated levy collection	\$ 19,349,808	\$ 19,349,981	\$ 21,311,811
% change	3.56%	3.56%	10.14%
Tax Rate Distribution			
General Fund (M&O)	\$ 0.32317	\$ 0.32317	\$ 0.31358
Debt Service Fund (I&S)	0.11152	0.11152	0.11642
TOTAL	0.43469	0.43469	0.43000
% change	(0.57)%	(0.57)%	(1.08)%
Dollar Distribution			
General Fund (M&O)	14,385,602	14,385,731	15,541,663
Debt Service Fund (I&S)	4,964,206	4,964,250	5,770,148
TOTAL	\$ 19,349,808	\$ 19,349,981	\$ 21,311,811
TIRZ Levy			
TIRZ Value	187,897,462	187,897,462	205,321,546
Tax rate per \$100	0.43469	0.43469	0.43000
Estimated collection rate	99.30%	99.30%	99.30%
TOTAL	\$ 811,054	\$ 811,054	\$ 876,702
% change	4.75%	4.75%	8.09%
TOTAL ALL LEVY	\$ 20,160,862	\$ 20,161,035	\$ 22,188,513
% change	3.61%	3.61%	10.06%

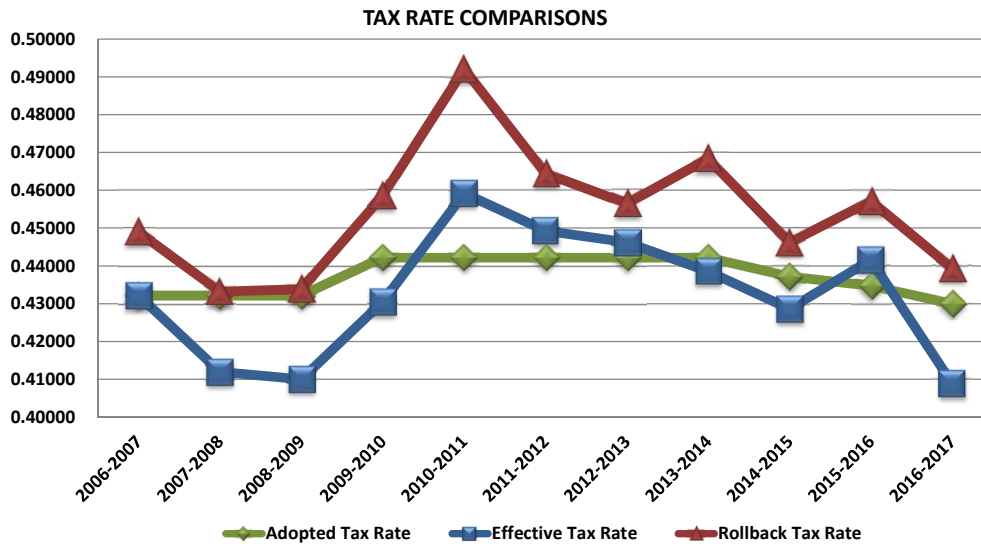
AD VALOREM, AD VALOREM LEVIES AND SALES TAX LEVIES PER CAPITA

FISCAL YEAR	POPULATION	TAXABLE VALUE	TAXABLE VALUE PER CAPITA	AD VALOREM LEVY	AD VALOREM PER LEVY PER CAPITA	SALES TAX	SALES TAX PER CAPITA
2006-2007	36,508	3,199,354,400	876	13,827,290	379	8,295,558	227
2007-2008	37,685	3,528,240,000	936	15,248,700	405	8,654,735	230
2008-2009	38,402	3,842,404,000	1,001	16,606,486	432	8,045,471	210
2009-2010	39,450	3,976,548,000	1,008	17,583,898	446	7,939,671	201
2010-2011	39,627	3,776,173,141	953	16,697,860	421	8,087,781	204
2011-2012	39,920	3,845,586,373	963	17,004,798	426	8,615,790	216
2012-2013	40,440	3,939,528,881	974	17,420,203	431	9,184,887	227
2013-2014	41,090	4,043,888,767	984	17,881,672	435	9,817,738	239
2014-2015	42,040	4,304,034,581	1,024	18,816,809	448	10,660,049	254
2015-2016	42,890	4,482,783,378	1,045	19,486,211	454	11,149,388	260
2016-2017	44,050	4,991,173,391	1,133	21,462,046	487	11,483,867	261



TAX RATES AND AVERAGE HOME VALUE FOR LAST TEN YEARS

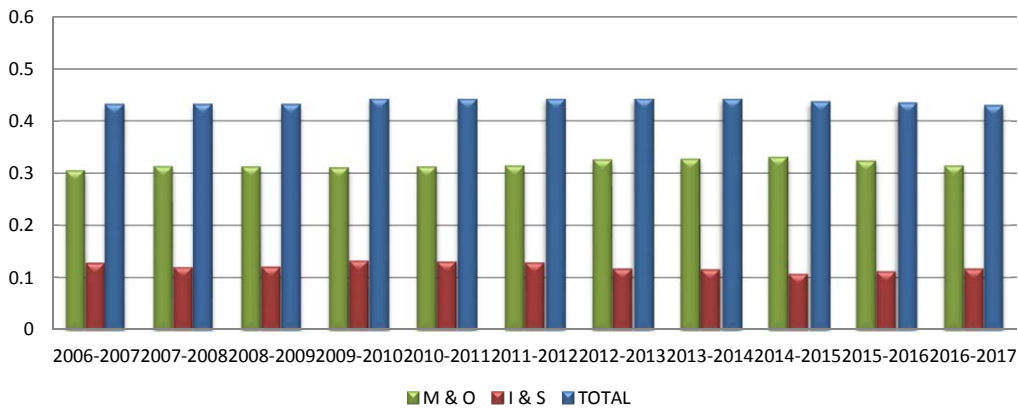
Fiscal Year	Adopted Tax Rate	\$ Change	Effective Tax Rate	\$ Adopted Over/ (Under)	Rollback Tax Rate	\$ Adopted Over/ (Under)	Average Home Taxable Value	% Average Home Taxable Value Growth	Average Home Tax Levy	% Average Home Tax Levy Growth
2006-2007	0.43219	N/A	0.43219	-	0.44897	(0.0168)	237,309	N/A	1,025.63	N/A
2007-2008	0.43219	-	0.41194	0.0203	0.43321	(0.0010)	252,063	6.22%	1,089.39	6.22%
2008-2009	0.43219	-	0.41002	0.0222	0.43389	(0.0017)	257,833	2.29%	1,114.33	2.29%
2009-2010	0.44219	0.0100	0.43050	0.0117	0.45850	(0.0163)	263,218	2.09%	1,163.92	4.45%
2010-2011	0.44219	-	0.45921	(0.0170)	0.49206	(0.0499)	262,463	-0.29%	1,160.59	-0.29%
2011-2012	0.44219	-	0.44928	(0.0071)	0.46452	(0.0223)	263,154	0.26%	1,163.64	0.26%
2012-2013	0.44219	-	0.44623	(0.0040)	0.45647	(0.0143)	264,175	0.39%	1,168.16	0.39%
2013-2014	0.44219	-	0.43859	0.0036	0.46843	(0.0262)	270,752	2.49%	1,197.24	2.49%
2014-2015	0.43719	(0.0050)	0.42862	0.0086	0.44620	(0.0090)	284,237	4.98%	1,242.66	3.79%
2015-2016	0.43469	(0.0025)	0.44159	(0.0069)	0.45714	(0.0225)	287,593	1.18%	1,250.14	0.60%
2016-2017	0.43000	(0.0047)	0.40885	0.0211	0.43938	(0.0094)	316,629	10.10%	1,361.50	8.91%



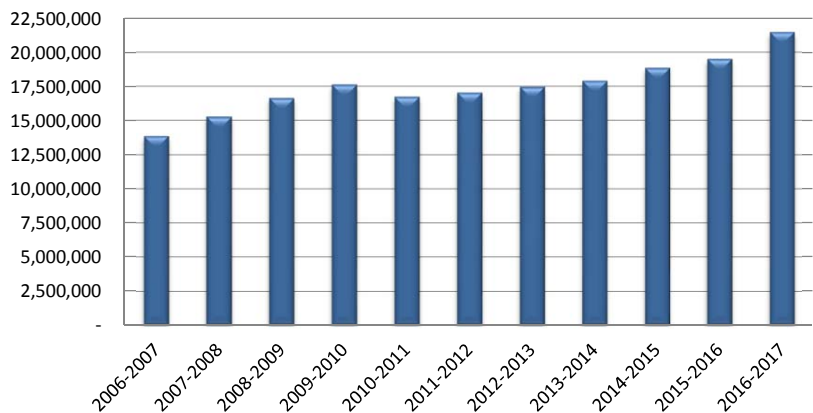
TAXABLE AD VALOREM, RATES, AND LEVIES FOR TEN YEARS

FISCAL YEAR	TAXABLE AD VALOREM	ANNUAL TAXABLE AD VALOREM		M & O		I & S		TOTAL	M&O & I&S LEVY	ANNUAL LEVY GROWTH
		GROWTH		% OF RATE		% OF RATE				
2006-2007	\$3,199,354,400	10.5%	0.304470	70.4%	0.127720	29.6%	0.432190	\$13,827,290	10.5%	
2007-2008	\$3,528,240,000	10.3%	0.312470	72.3%	0.119720	27.7%	0.432190	\$15,248,700	10.3%	
2008-2009	\$3,842,404,000	8.9%	0.311750	72.1%	0.120440	27.9%	0.432190	\$16,606,486	8.9%	
2009-2010	\$3,976,548,000	3.5%	0.310090	70.1%	0.132100	29.9%	0.442190	\$17,583,898	5.9%	
2010-2011	\$3,776,173,141	-5.0%	0.312190	70.6%	0.130000	29.4%	0.442190	\$16,697,860	-5.0%	
2011-2012	\$3,845,586,373	1.8%	0.313550	70.9%	0.128640	29.1%	0.442190	\$17,004,798	1.8%	
2012-2013	\$3,939,528,881	2.4%	0.325520	73.6%	0.116670	26.4%	0.442190	\$17,420,203	2.4%	
2013-2014	\$4,043,888,767	2.6%	0.326460	51.3%	0.115730	48.7%	0.442190	\$17,881,672	2.6%	
2014-2015	\$4,304,034,581	6.4%	0.330480	75.6%	0.106710	24.4%	0.437190	\$18,816,809	5.2%	
2015-2016	\$4,482,783,378	4.2%	0.323170	74.3%	0.111520	25.7%	0.434690	\$19,486,211	3.6%	
2016-2017	\$4,991,173,391	11.3%	0.313578	72.9%	0.116422	27.1%	0.430000	\$21,462,046	10.1%	

Ad Valorem Rate by Fiscal Year

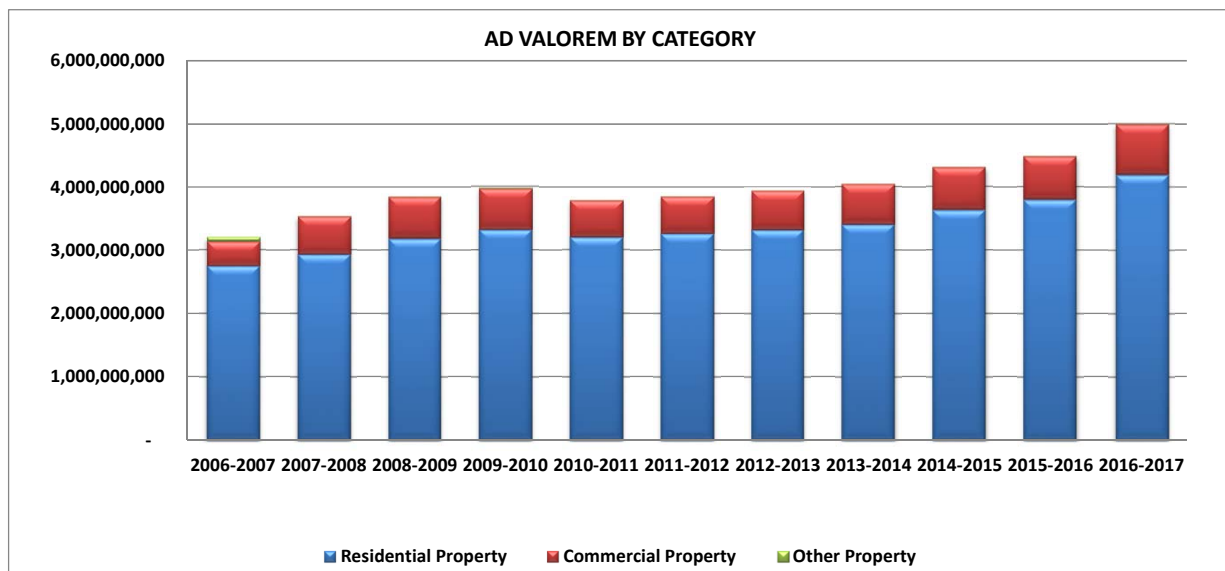


Ad Valorem Levy by Fiscal Year



TAXABLE AD VALOREM BY TYPE LAST TEN YEARS

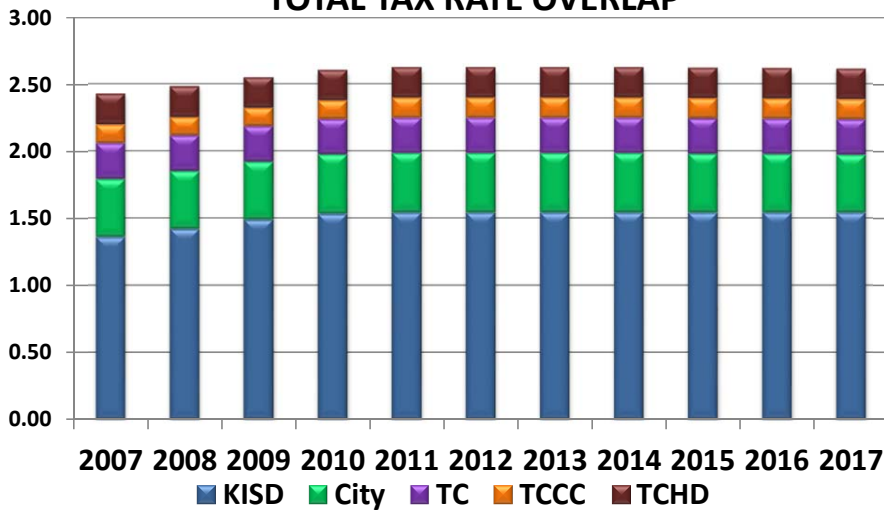
Fiscal Year	Residential Property	% of Total	Commercial Property	% of Total	Other Property	% of Total	Total Taxable Ad Valorem	Annual Taxable Ad Valorem Growth
2006-2007	2,744,080,958	85.8%	386,368,031	12.1%	68,905,411	2.2%	3,199,354,400	10.5%
2007-2008	2,927,431,450	83.0%	597,898,198	16.9%	2,910,353	0.1%	3,528,240,000	10.3%
2008-2009	3,176,649,021	82.7%	658,179,613	17.1%	7,575,366	0.2%	3,842,404,000	8.9%
2009-2010	3,316,718,830	83.4%	649,812,152	16.3%	10,017,017	0.3%	3,976,548,000	3.5%
2010-2011	3,195,061,371	84.6%	577,254,245	15.3%	3,857,525	0.1%	3,776,173,141	-5.0%
2011-2012	3,257,571,151	84.7%	584,583,948	15.2%	3,431,274	0.1%	3,845,586,373	1.8%
2012-2013	3,320,504,448	84.3%	616,284,918	15.6%	2,739,515	0.1%	3,939,528,881	2.4%
2013-2014	3,403,293,010	84.2%	639,069,078	15.8%	1,526,679	0.0%	4,043,888,767	2.6%
2014-2015	3,625,917,225	84.2%	676,781,328	15.7%	1,336,029	0.0%	4,304,034,581	6.4%
2015-2016	3,793,250,339	84.6%	685,548,240	15.3%	3,984,800	0.1%	4,482,783,378	4.2%
2016-2017	4,189,986,101	83.9%	800,619,329	16.0%	567,960	0.0%	4,991,173,391	11.3%



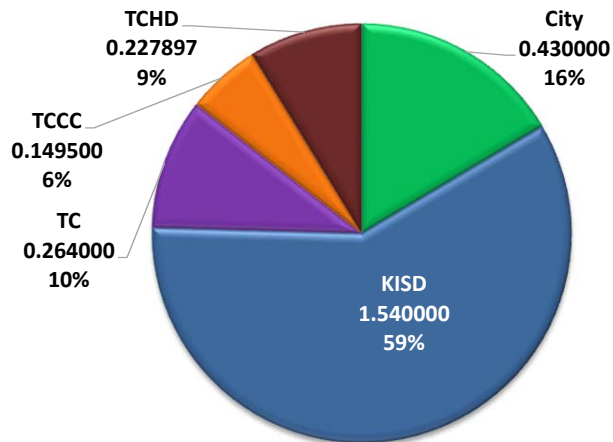
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS LAST TEN YEARS

Fiscal Year	City of Keller			Keller Independent School District	Tarrant County	Tarrant County		Total Overlap
	General Fund	Debt Service Fund	Total City			Community College	Health District	
2007	0.304470	0.127720	0.432190	1.357400	0.266500	0.139380	0.230397	2.425867
2008	0.312470	0.119720	0.432190	1.416900	0.264000	0.137960	0.227897	2.478947
2009	0.311750	0.120440	0.432190	1.486300	0.264000	0.137670	0.227897	2.548057
2010	0.310090	0.132100	0.442190	1.530600	0.264000	0.137640	0.227897	2.602327
2011	0.312190	0.130000	0.442190	1.540000	0.264000	0.148970	0.227897	2.623057
2012	0.313550	0.128640	0.442190	1.540000	0.264000	0.148970	0.227897	2.623057
2013	0.325520	0.116670	0.442190	1.540000	0.264000	0.149500	0.227897	2.623587
2014	0.326460	0.115730	0.442190	1.540000	0.264000	0.149500	0.227897	2.623587
2015	0.330480	0.106710	0.437190	1.540000	0.264000	0.149500	0.227897	2.618587
2016	0.323170	0.111520	0.434690	1.540000	0.264000	0.149500	0.227897	2.616087
2017	0.313578	0.116422	0.430000	1.540000	0.264000	0.149500	0.227897	2.611397

TOTAL TAX RATE OVERLAP



FY 2016-17 TAX RATE OVERLAP DISTRIBUTION



TOP TEN TAXPAYERS CURRENT YEAR & NINE YEARS AGO

Fiscal Year 2015-2016 / Tax Year 2015

Name of Taxpayer	Nature of Property	Taxable Value	Rank	% of Total Taxable Value
SC Dominion Spe LLC	Multi-Family Development	\$ 38,568,140	1	0.86%
T Arthouse Tx LLC	Mixed Use Development	29,100,000	2	0.65%
SC Stone Glen LP	Multi-Family Development	23,600,000	3	0.53%
Regency Centers LP	Retail	21,925,771	4	0.49%
Grand Estates At Keller LP	Multi-Family Development	18,900,000	5	0.42%
Conservatory Senior Housing	Multi-Family Development	18,500,000	6	0.41%
Oncor Electric Delivery Co LLC	Electricity Utility	13,298,292	7	0.30%
G T E Southwest Inc	Telecommunications Utility	11,350,420	8	0.25%
Lowes Home Centers Inc	Retail	11,265,561	9	0.25%
Keller Senior Community LP	Multi-Family Development	10,439,854	10	0.23%
	Subtotal	<u>\$ 196,948,038</u>		<u>4.39%</u>
	All Other	<u>\$ 4,285,835,340</u>		<u>95.61%</u>
	Total	<u><u>\$ 4,482,783,378</u></u>		<u><u>100.00%</u></u>

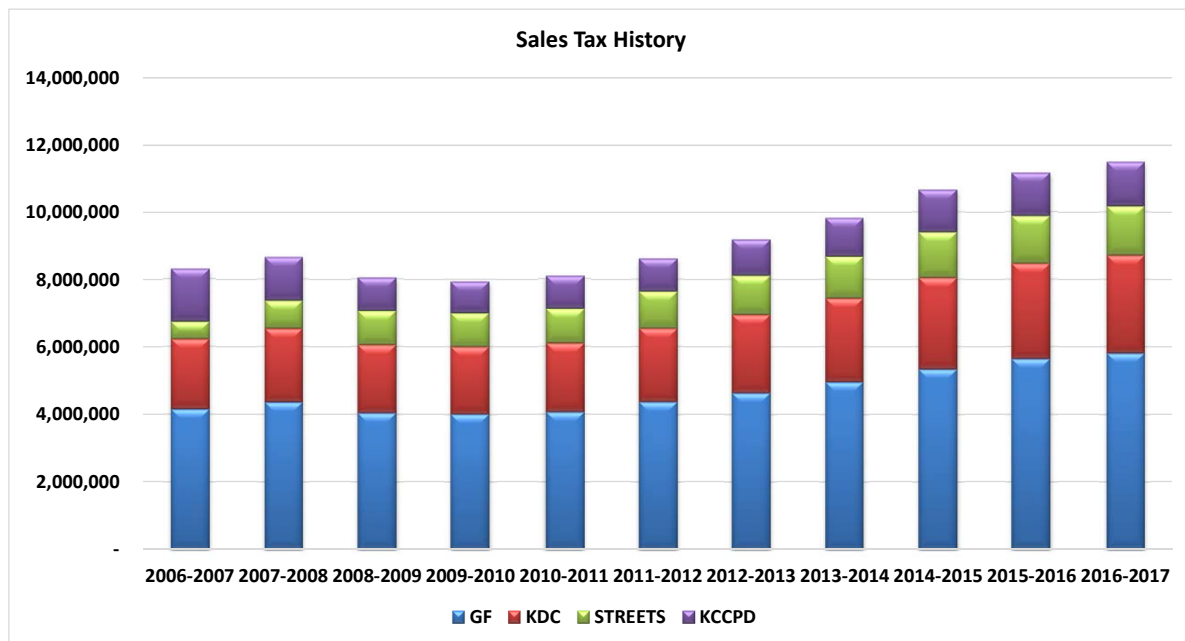
Fiscal Year 2006-2007 / Tax Year 2006

Name of Taxpayer	Nature of Property	Taxable Value	Rank	% of Total Taxable Value
PR Town Center	Multi-Family Development	\$ 22,113,508	1	0.69%
KTC Seniors LTD	Multi-Family Development	16,729,356	2	0.52%
G T E Southwest Inc	Telecommunications Utility	16,666,979	3	0.52%
TXU Electric Delivery Co LLC	Electricity Utility	15,657,572	4	0.49%
Regency Centers LP	Retail	15,641,552	5	0.49%
Lowes Home Centers Inc	Retail	14,224,313	6	0.44%
PR Keller Partners LP	Multi-Family Development	14,222,582	7	0.44%
Home Depot USA Inc	Retail	12,165,349	8	0.38%
Margaux Keller Dev. LTD	Retail	10,508,539	9	0.33%
Keller Senior Community LP	Multi-Family Development	9,308,030	10	0.29%
	Subtotal	<u>\$ 147,237,780</u>		<u>4.60%</u>
	All Other	<u>\$ 3,052,116,620</u>		<u>95.40%</u>
	Total	<u><u>\$ 3,199,354,400</u></u>		<u><u>100.00%</u></u>

Source: Williamson County Appraisal District

SALES TAX BY FUND LAST TEN FISCAL YEARS

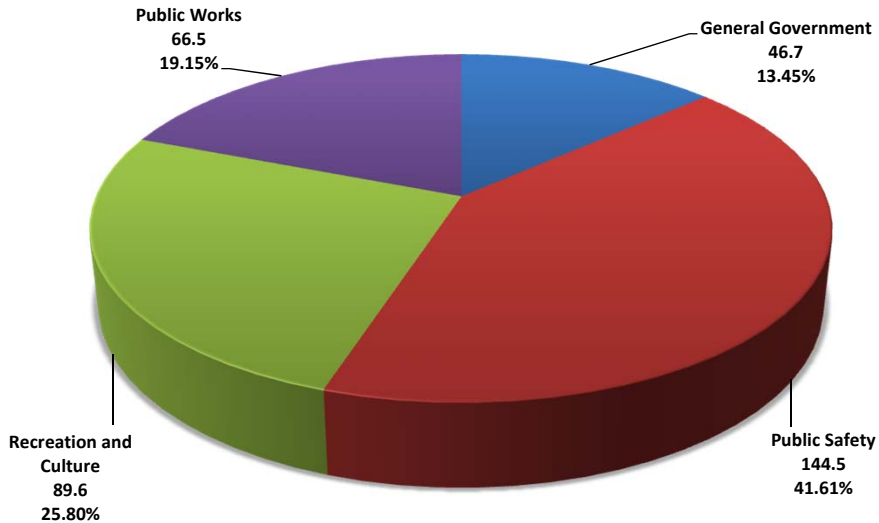
	GENERAL FUND	KELLER DEVELOPMENT COPORATION	STREET MAINTENANCE	KELLER CRIME CONTROL AND PREVENTION DISTRICT	TOTAL	% OF AD VALOREM TAX LEVY	AD VALOREM TAX RATE
2006-2007	4,148,974	2,074,487	518,477	1,553,620	8,295,558	60.0%	\$ 0.2593
2007-2008	4,360,294	2,180,147	824,604	1,289,690	8,654,735	56.8%	\$ 0.2453
2008-2009	4,037,484	2,018,742	1,009,371	979,874	8,045,471	48.4%	\$ 0.2094
2009-2010	4,004,193	2,004,557	999,818	931,103	7,939,671	45.2%	\$ 0.1997
2010-2011	4,069,146	2,034,573	1,017,287	966,775	8,087,781	48.4%	\$ 0.2142
2011-2012	4,368,625	2,184,313	1,092,156	970,696	8,615,790	50.7%	\$ 0.2240
2012-2013	4,639,063	2,319,532	1,159,766	1,066,527	9,184,887	52.7%	\$ 0.2331
2013-2014	4,960,591	2,480,296	1,240,144	1,136,707	9,817,738	54.9%	\$ 0.2428
2014-2015	5,340,418	2,709,927	1,355,162	1,254,542	10,660,049	56.7%	\$ 0.2477
2015-2016	5,644,322	2,822,161	1,411,081	1,271,824	11,149,388	57.2%	\$ 0.2487
2016-2017	5,813,651	2,906,826	1,453,413	1,309,978	11,483,867	53.5%	\$ 0.2301



FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION LAST TEN YEARS

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
General Government												
Administration	7.00	7.00	8.50	10.00	10.00	8.00	8.00	8.00	8.00	9.00	9.48	9.48
Finance & Accounting	7.00	7.00	7.50	7.50	6.50	6.50	7.00	7.00	7.00	7.50	7.50	7.50
Town Hall Operations	1.00	1.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Human Resources	5.83	6.79	6.00	6.00	5.00	5.00	5.00	5.00	5.00	5.00	5.48	5.48
Economic Development	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.50	2.50	1.78	1.78	1.78
Municipal Court	4.50	4.50	4.50	4.50	3.50	3.50	3.50	0.25	0.00	0.00	0.00	0.00
Community Development	14.25	14.25	14.50	14.00	11.00	11.00	11.00	12.00	11.96	12.41	12.66	12.45
Information Technology	6.40	7.50	7.50	7.50	7.00	7.00	7.00	8.00	8.00	7.00	7.00	7.00
Total General Government	45.98	48.04	50.50	52.50	46.00	45.00	45.50	44.75	45.46	45.69	46.90	46.69
Public Safety												
Police												
Officers	67.00	71.00	78.00	78.00	77.00	79.00	50.50	51.50	50.00	49.00	49.00	49.00
Civilians	4.00	4.00	4.00	4.00	4.00	4.00	34.00	34.00	35.48	37.48	37.48	38.48
Total Police	71.00	75.00	82.00	82.00	81.00	83.00	84.50	85.50	85.48	86.48	86.48	87.48
Fire												
Firefighters and Officers	44.50	44.50	60.50	60.50	54.00	57.00	57.00	57.00	57.00	55.00	55.00	55.00
Civilians	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Fire	46.50	46.50	62.50	62.50	56.00	59.00	59.00	59.00	59.00	57.00	57.00	57.00
Total Public Safety	117.50	121.50	144.50	144.50	137.00	142.00	143.50	144.50	144.48	143.48	143.48	144.48
Recreation and Culture												
Parks and Recreation	87.24	87.24	83.08	84.05	77.65	71.64	74.16	76.22	75.22	74.07	74.07	74.07
Library	15.97	15.97	15.97	15.97	15.42	15.42	15.42	15.42	15.42	15.48	15.48	15.52
Total Culture and Leisure	103.21	103.21	99.05	100.02	93.07	87.06	89.58	91.64	90.64	89.55	89.55	89.59
Public Works												
Administration	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.13	2.50	2.50	2.50	2.50
Engineering	3.50	3.50	3.50	3.50	3.50	3.50	3.00	3.00	3.00	3.00	3.00	3.00
Street Maintenance	11.83	11.83	11.83	11.83	8.83	8.83	8.83	9.60	9.60	9.83	9.83	9.83
Water Utilities	34.92	35.92	36.92	37.92	33.67	33.67	30.30	30.67	30.67	31.17	30.17	32.17
Wastewater Utilities	7.50	9.50	9.50	9.50	9.50	9.50	9.50	9.50	9.50	11.50	11.50	10.50
Drainage	7.75	8.75	8.75	8.75	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50
Total Public Works	67.50	71.50	72.50	73.50	66.00	66.00	62.13	63.40	63.77	66.50	65.50	66.50
Total	334.19	344.25	366.55	370.52	342.07	340.06	340.71	344.29	344.35	345.22	345.43	347.26

FY 2016-17 CITY-WIDE FTES BY FUNCTION



**CITY OF KELLER, TEXAS
COMPENSATION PAY PLAN**

Fiscal Year 2016-17

The City maintains a compensation plan for all employees, except the City Manager and City Secretary, whose compensation is determined by the City Council. The compensation pay plan is a broadband pay plan. All positions participate in the broadband pay plan with only minimum, midpoint, and maximum salaries.

All forms of compensation and pay increases, including (but not limited to) cost of living adjustments (COLA), pay plan adjustments, merit pay, market adjustments, and position reclassifications are subject to available funding and approved appropriation of the City Council.

Performance evaluations for all employees who have completed six months of service are performed annually in September. Upon satisfactory evaluation, employees are eligible for a merit increase which may be in the form of a percentage of pay added to base salary, percentage of pay lump sum, or a one-time specific amount lump sum.

Non-Exempt Positions. All non-exempt (hourly) positions are eligible for overtime compensation. Bi-weekly wages are based on a 40-hour work week, or 2,080 hours per year, equaling one full-time equivalent (FTE) position. This work schedule applies to all hourly regular, year-round employees, except for those employees on the Fire Pay Plan.

Non-Exempt Positions (Fire Pay Plan). Fire Department non-exempt (hourly) positions are eligible for overtime pay. Bi-weekly wages are based on 24-hour shifts averaging 56 hours per week, or 2,912 annual hours. In accordance with the provisions of Section 207(k) of the Fair Labor Standards Act, hours worked in excess of 212 hours in each 28-day work period are paid at the appropriate overtime rate.

Exempt Positions. Exempt (salaried) positions are not eligible for overtime compensation. Salary is not calculated on the number of hours worked. Exempt positions include managers and directors.

The summary compensation pay plan is provided on the following page.

**CITY OF KELLER, TEXAS
COMPENSATION PAY PLAN
Fiscal Year 2016-17**

COMPENSATION PLAN

Pay Class	Minimum Annual	Mid-Point Annual	Maximum Annual
ADMINISTRATIVE/TECHNICAL NON-EXEMPT PAY PLAN			
A/TN-1	\$ 25,875	\$ 31,158	\$ 36,421
A/TN-2	27,414	33,010	38,584
A/TN-3	29,078	34,986	40,893
A/TN-4	30,846	37,107	43,347
A/TN-5	32,656	39,333	45,989
A/TN-6	34,632	41,683	48,714
A/TN-7	36,712	44,200	51,667
A/TN-8	38,917	46,842	54,766
A/TN-9	41,226	49,629	58,011
A/TN-10	43,722	52,624	61,506
A/TN-11	46,342	55,765	65,166
A/TN-12	49,130	59,114	69,077
TRADES NON-EXEMPT PAY PLAN			
TN-1	\$ 27,310	\$ 32,885	\$ 38,438
TN-2	28,974	34,861	40,747
TN-3	30,722	36,962	43,202
TN-4	32,531	39,166	45,781
TN-5	34,507	41,517	48,506
TN-6	36,546	44,013	51,459
TN-7	38,750	46,654	54,538
TN-8	41,080	49,442	57,782
TN-9	43,534	52,416	61,277
TN-10	46,155	55,557	64,938
TN-11	48,922	58,885	68,848
TN-12	51,854	62,421	72,987
POLICE/FIRE PERSONNEL NON-EXEMPT PAY PLAN			
PN-1	\$ 33,051	\$ 39,104	\$ 45,157
PN-2	35,027	41,454	47,882
PN-3	37,107	43,930	50,731
PN-4	39,354	46,571	53,789
PN-5	41,704	49,379	57,034
PN-6	44,179	52,291	60,403
PN-7	46,842	55,432	64,002
PN-8	49,650	58,760	67,870
EXEMPT (NON-CLASSIFIED) POSITIONS			
City Manager			
City Secretary			

Pay Class	Minimum Annual	Mid-Point Annual	Maximum Annual
POLICE NON-EXEMPT PAY PLAN			
PSN-PR (Recruit)	\$ 50,003	N/A	N/A
PSN-PO/CI	53,248	61,651	70,034
PSN-CO	64,896	72,842	80,787
PSN-S	75,109	83,013	90,917
POLICE EXEMPT PAY PLAN			
PSE-PC	\$ 94,578	\$ 102,618	\$ 110,657
FIRE NON-EXEMPT PAY PLAN (SHIFT)			
PSN-FR (Recruit)	\$ 50,057	N/A	N/A
PSN-F	53,086	61,414	69,742
PSN-D/F	66,947	74,343	81,711
PSN-FC	79,585	87,972	96,358
PSN-BC	90,913	98,659	106,404
FIRE NON-EXEMPT PAY PLAN (NON-SHIFT)			
PSN-FI	\$ 66,947	\$ 74,339	\$ 81,711
PSN-FM	83,554	92,373	101,171
FIRE EXEMPT PAY PLAN			
PSE-BC	\$ 90,913	\$ 98,659	\$ 106,404
PROFESSIONAL EXEMPT PAY PLAN			
PE-5	\$ 49,154	\$ 59,153	\$ 69,152
PE-6	52,103	62,702	73,301
PE-7	55,229	66,464	77,699
PE-8	58,543	70,452	82,361
PE-9	62,056	74,680	87,303
PE-10	65,779	79,160	92,541
PE-11	69,726	83,910	98,094
PE-12	73,909	88,944	103,979
DIRECTOR AND MANAGER PAY PLAN			
M-1	\$ 64,933	\$ 81,491	\$ 98,048
M-2	80,835	101,448	122,061
M-3	98,177	123,212	148,248
SEASONAL/PART-TIME NON-EXEMPT (HOURLY)			
RCS-1	\$ 8.00	\$ 9.00	\$ 10.00
RCS-2	9.00	10.13	11.25
RCS-3	10.00	11.25	12.50
RCS-4	11.00	12.38	13.75
RCS-5	12.00	13.50	15.00

CITY OF KELLER, TEXAS
List of Acronyms

CAD	Computer-aided Dispatch
CAFR	Comprehensive Annual Financial Report
CALEA	Commission on Accreditation for Law Enforcement Agencies
CERT	Community Emergency Response Team
CIP	Capital Improvements Program
CO	Certificate of Obligation
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
DPS	Department of Public Safety
DRC	Development Review Committee
EAT	Employee Activity Team
EMS	Emergency Medical Services
FTE	Full-time equivalent
FY	Fiscal Year
FYTD	Fiscal Year-to-Date
GAAP	Generally Accepted Accounting Principles
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GO	General Obligation
I&S	Interest and Sinking
KCCPD	Keller Crime Control Prevention District
KDC	Keller Development Corporation
KEDB	Keller Economic Development Board
KISD	Keller Independent School District
KSP	Keller Sports Park
KTC	Keller Town Center
KTP	Keller Technology Plan
M&O	Maintenance and Operations
MGD	Million Gallons per Day

CITY OF KELLER, TEXAS
List of Acronyms

MSC	Municipal Service Center
NCTCOG	North Central Texas Council of Governments
NEFDA	Northeast Fire Department Association
NETCO	Northeast Trunked Radio Consortium
NETCOM	Northeast Tarrant Communications Center
OTK	Old Town Keller
PEG	Public Education and Government
PILOT	Payment in lieu of Taxes
RIF	Reduction in Force
ROW	Right of Way
SCADA	Supervisory Control and Data Acquisition
SCBA	Self-contained Breathing Apparatus
SEC	Securities and Exchange Commission
TAD	Tarrant Appraisal District
TCEQ	Texas Commission on Environmental Quality
TML	Texas Municipal League
TMRS	Texas Municipal Retirement System
TIF	Tax Increment Financing
TIRZ	Tax Increment Reinvestment Zone
TRA	Trinity River Authority
TxDOT	Texas Department of Transportation
YTD	Year-to-Date

GLOSSARY OF TERMS

The annual budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader in understanding these terms, this glossary has been included in the budget document.

-A-

ACCRUAL BASIS OF ACCOUNTING. A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred. For example, water revenues which are billed in September are recorded as revenues in September, even though payment in cash is actually received in October. Similarly, services or supplies that have been received in September, but actually paid for by the City in October, are recorded as obligations of the City (expenses) in September. Accrual accounting is used for the City's enterprise funds for financial reporting purposes.

ADOPTED BUDGET. The budget as modified and finally approved by the City Council. The adopted budget is authorized by ordinance that sets the legal spending limits for the fiscal year.

AD VALOREM TAX. A tax levied on the assessed valuation of land and improvements.

APPRAISED VALUE. The estimated value of property for the purpose of taxation, as established by the Tarrant Appraisal District.

APPROPRIATION. An authorization made by the City Council that permits officials to incur obligations against and to make expenditures of resources. Appropriations normally are made for fixed amounts at the department level and cover, in the operating budget, a one-year period.

APPROPRIATION (BUDGET) ORDINANCE. The official enactment by the City Council establishing the legal authority for City officials to obligate and expend resources.

ASSESSED VALUATION. A value that is established for real or personal property for use as a basis for levying property taxes. Property values in Keller are established by the Tarrant Appraisal District.

ASSETS. Resources owned or held by the City that have monetary value.

AUTHORIZED POSITION(S). See *FULL-TIME EQUIVALENT POSITION*.

-B-

BALANCED BUDGET. A budget adopted by the City Council and authorized by ordinance where the proposed expenditures are equal to or less than the proposed revenues plus fund balances.

BASIS OF ACCOUNTING. A term used referring as to when revenues, expenditures, expenses, and transfers –and related assets and liabilities – are recognized in the accounts and reported in the City's financial statements.

BUDGET. The City's financial plan that contains both the estimated revenues to be received during the year and the proposed expenditures to be incurred to achieve stated objectives.

BUDGET ADJUSTMENT (AMENDMENT). A formal legal procedure utilized by the City to revise a budget during a fiscal year.

BUDGET CALENDAR. The schedule of dates used as a guide to complete the various steps of the budget preparation and adoption processes.

BUDGET ENHANCEMENT. A request for additional funding for a program, service, or the expansion of current services. Budget enhancements are used during the budget preparation process in order to identify specific departmental requests in the proposed budget. Budget enhancements are ranked in their order of priority by the department manager making the request. Budget enhancements are distinguished in the proposed budget separately from the "base line" or "current services" funding levels. Also see: *DECISION PACKAGE* and *SUPPLEMENTAL DECISION PACKAGE*.

BUDGET MESSAGE. The opening section of the budget document from the City Manager that provides the City Council and the public with a general summary of the most important aspects of the budget. Sometimes referred to as a "transmittal letter."

BUDGETARY CONTROL. The control of management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

GLOSSARY OF TERMS

-C-

CAPITAL OUTLAY. An expenditure which results in the acquisition of or addition to fixed assets, and meets these criteria: having an anticipated useful life of more than one year; can be permanently identified as an individual unit of property; belonging to one of the following categories – land, buildings, machinery and equipment, vehicles, or furniture and fixtures; constitutes a tangible, permanent addition to the value of City assets; cost generally exceeds \$5,000; does not constitute repair or maintenance; and is not readily susceptible to loss. In the budget, capital outlay is budgeted as expenditures in all fund types.

CAPITAL PROJECT FUND. A fund used to account for the financial resources to be used for the acquisition or construction of major capital facilities or equipment, usually financed by the issuance of debt.

CERTIFICATES OF OBLIGATION. Tax-supported bonds that are similar to general obligation bonds and can be issued after meeting strict publication requirements and with final approval of the City Council.

CERTIFIED APPRAISAL ROLL. The final property appraisals roll, as calculated by the Tarrant Appraisal District (TAD). The certified roll is required to be prepared by TAD by July 25 of each year.

CITY CHARTER. The document of a home rule City similar to a constitution, which establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

CITY COUNCIL. The elected governing body of the City, consisting of the Mayor and six (6) Council members, collectively acting as the legislative and policy-making body of the City.

CRIME CONTROL PREVENTION DISTRICT SALES TAX. (See *KELLER CRIME CONTROL PREVENTION DISTRICT*.)

CURRENT TAXES. Taxes levied and due within one year.

-D-

DEBT SERVICE. The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

DEBT SERVICE FUND. A fund used to account for resources and expenditures related to retirement of the City's general obligation debt service, sometimes referred to as a "sinking fund."

DECISION PACKAGE. A request for additional funding for a program, service, or the expansion of current services. A decision package is also required for any new personnel and capital requests. Decision packages are used during the budget preparation process in order to identify specific departmental requests in the proposed budget. Decision packages are ranked in their order of priority by the department manager making the request. Decision packages are distinguished in the proposed budget separately from the "base line" or "current services" funding levels. (See *BUDGET ENHANCEMENT*)

DEFERRED REVENUE. Cash received from customers in advance of services received. Recorded as a liability under general accepted accounting principles. Used primarily for operations of The Keller Pointe Recreation/Aquatic Center, where annual memberships are recorded as deferred revenue in 12 monthly installments. Also referred to as *Unearned Revenue*.

DELINQUENT TAXES. Taxes that remain unpaid after the date on which a penalty for nonpayment is attached. Property taxes are delinquent if not paid by January 31.

DEPARTMENT. A major administrative organizational unit of the City containing one or more divisions or activities.

GLOSSARY OF TERMS

-E-

EFFECTIVE TAX RATE. Defined by State law. In general, the tax rate that will raise the same amount of property tax revenue as the previous year, based on properties taxed in both years.

ENCUMBRANCE. An obligation, usually in the form of a purchase order, contract, or salary commitment, related to uncompleted contracts for goods or services. Used in budgeting, encumbrances are not classified as expenditures or liabilities, but are shown as a reservation of fund balance. Upon payment, encumbrances are recorded as expenditure and liquidated, thereby releasing the reservation of fund balance. Outstanding or unliquidated encumbrances at year-end are re-appropriated into the budget of the subsequent year.

ENTERPRISE FUND. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ESTIMATED BUDGET. The City's estimated financial plan, using mid-year estimates, containing both the estimated revenues to be received during the year and the proposed expenditures to be incurred to achieve stated objectives. The City uses the current year estimate during the budget process in order to determine the estimated beginning fund balances for the next year. (Sometimes called *Revised Budget*.)

EXPENDITURE. The outflow of funds paid or to be paid for assets obtained or goods and services obtained regardless of when the expense is actually paid. An expenditure decreases fund balance.

-F-

FISCAL YEAR. The time period designated by the City signifying the beginning and ending period for the recording of financial transactions. The City's fiscal year is October 1 through September 30.

FRANCHISE FEES (TAXES). A fee (tax) paid by a public utility for the use of public property in providing their services to the citizens of Keller. The fee is typically calculated as a percentage of the utility's gross receipts.

FULL-TIME EQUIVALENT (FTE) POSITION.

A position for an employee working a 40-hour work week for 52 weeks a year, i.e., 2,080 annual hours (2,912 annual hours for firefighters).

FUND. A fiscal and accounting entity established to record receipt and disbursement of income from sources set aside to support specific activities or to attain certain objectives. Each fund is treated as a distinct fiscal entity where assets equal liabilities plus fund balances.

FUND BALANCE. Unless stated otherwise, the excess of a fund's current assets over its current liabilities; sometimes called working capital in enterprise funds. Negative fund balances are referred to as a deficit.

-G-

GENERAL FUND. The fund used to account for financial resources except those funds required to be accounted for in another fund; the general fund is tax supported and includes the operations of most City services, i.e., police, fire, streets, parks and recreation, and administration.

GENERAL OBLIGATION DEBT. Money owed on interest and principal to holders of the City's general obligation bonds. The debt is supported by revenues provided from real property that is assessed through the taxation power of the City.

GOAL. A broad, general statement of each department's or division's desired social or organizational outcomes.

-I-

IMPACT FEE. A fee imposed by the City on new development. Impact fees are collected for roadway, water and sewer improvements. Impact fees may only be used for capital improvements and/or expansion to the systems for which the impact fee originally was collected.

INFRASTRUCTURE. That portion of a City's assets located at or below ground level, including streets, water, and sewer systems.

INTERFUND (INTRA GOVERNMENTAL) TRANSFERS. Transfers made from one City fund to another City fund for purposes such as reimbursement of expenditures, general and administrative services, payments-in-lieu of taxes, or debt service.

GLOSSARY OF TERMS

INTERGOVERNMENTAL REVENUES. Revenues from other governments in the form of grants, entitlements, shared revenues or payments-in-lieu of taxes.

-K-

KELLER CRIME CONTROL PREVENTION DISTRICT (KCCPD). A special taxing district authorized by an election in the City of Keller in November 2001, levying an additional 3/8-cent (0.375%) sales tax, designated for Police/Public Safety programs or capital improvements. In May 2006, voters authorized the tax for an additional 15 years. In November 2007, voters authorized a reduction in the rate to 0.25%. Sometimes referred to as "Crime Tax."

KELLER DEVELOPMENT CORPORATION (KDC). A non-profit corporation authorized by Section 4B, Article 5190.6 of the Industrial Corporation Act of 1979. The Corporation is governed by a seven-member board, consisting of four members of the City Council and three other members, who are appointed by the City Council. The Corporation receives the ½ cent sales tax, which is dedicated for park improvements. The Corporation also has the power to issue long-term debt which is payable from the ½ cent sales tax.

KELLER INDEPENDENT SCHOOL DISTRICT (KISD). The local independent school district, where an elected board of directors (trustees) provide for the administration and operation of schools within the KISD. The City of Keller is included within the boundaries of KISD, but the KISD is a separate legal entity.

-L-

LIABILITY. Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.

-M-

M&O. Acronym for "maintenance and operations." (1) The recurring costs associated with a department or activity; (2) the portion of the tax rate that is applied to the General Fund (see TAX RATE).

MIXED BEVERAGE TAX. A tax imposed on the gross receipts of a licensee for the sale, preparation or serving of mixed beverages.

MODIFIED ACCRUAL BASIS OF ACCOUNTING. A basis of accounting in which expenditures are accrued but revenues are recorded when "measurable" or are available for expenditure.

MSC. Acronym for the City's *Municipal Service Center* facility and related operations.

-N-

NEFDA. Acronym for "Northeast Fire Department Association." A regional association developed by a group of cities in Northeast Tarrant County, Texas, for the purpose of combining manpower, ideas, and education for specialty operations. There are currently 13 area cities that comprise or participate in NEFDA.

NETCO. Acronym for "Northeast Trunked Radio Consortium." An 800 MHz trunked radio system providing the infrastructure that serves the cities of Bedford, Colleyville, Euless, Grapevine, Keller and Southlake. Each participating city shares in 1/6 of the maintenance and replacement cost of the system.

NETCOM. Acronym for "Northeast Tarrant Communications Center." A combined dispatch/communications center located in Keller, that provides consolidated enhanced 911 services for the cities of Keller, Colleyville, Southlake, and Westlake.

NON-RECURRING EXPENSES/REVENUES. Resources/expenses recognized by the City that are unique and occur only one time without pattern in one fiscal year.

-O-

OBJECTIVE. A specific statement of desired end which can be measured.

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of the City are controlled. The use of annual operating budgets is required by the City's Charter and State law.

OPERATIONS AND MAINTENANCE EXPENDITURES. Expenditures for routine supplies and maintenance costs necessary for the operation of a department of the City.

GLOSSARY OF TERMS

ORDINANCE. A formal legislative enactment of the City Council.

-P-

PAYMENT-IN-LIEU OF TAXES. A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. The City's water and wastewater utility fund provides these payments to the City's general fund because of the fund's exemption from property taxation.

PEG FEE. Acronym for "Public Education and Government" fee. See *PUBLIC EDUCATION AND GOVERNMENT (PEG) FEE*.

PERSONNEL SERVICES. Expenditures for salaries, wages and related fringe benefits of City employees.

POSITION. See *Full-Time Equivalent*.

PROPOSED BUDGET. The financial plan initially developed by departments and presented by the City Manager to the City Council for approval.

PUBLIC EDUCATION AND GOVERNMENT (PEG) FEE. Cable franchise fees charged in accordance with Section 622(g)(2)(C) of the Cable Act (47 U.S.C. SS542(g)(2)(c)). PEG fees are remitted to the City by television cable providers. Fees may be used for capital costs for PEG facilities, including purchases of cameras and equipment used in the broadcasting and/or dissemination of public information.

-R-

REDUCTION IN FORCE (RIF). Dismissal and/or layoff of an employee or employees, usually by elimination of the position(s).

REIMBURSEMENT. Repayment to a specific fund for expenditures incurred or services performed by that fund to or for the benefit of another fund.

RESERVE. An account used to indicate that a portion of fund resources is restricted for a specific purpose, or is not available for appropriation and subsequent spending.

RETAINED EARNINGS. The excess of total assets over total liabilities for an enterprise fund. Retained earnings include both short-term and long-term assets and liabilities for an enterprise fund. (See *WORKING CAPITAL*.)

REVENUE. Funds that the City receives as income. Revenues increase fund balance.

REVENUE BONDS. Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund, in addition to a pledge of revenues.

-S-

SALES TAX. A general tax on certain retail sales levied on persons and businesses selling taxable items in the city limits. The City's current sales tax rate is 8.25%, consisting of 6.25% for the State of Texas; 1% for the City; 0.5% for the Keller Development Corporation, 0.25% for the Keller Crime Control Prevention District, and 0.25% for maintenance and repair of City streets.

SCADA. Acronym for *Supervisory Control and Data Acquisition*. An automated system that electronically monitors and controls water storage tanks, pumping stations, and water supply levels. The system monitors and coordinates water supply throughout the City in order to meet customer water demands, by allowing remote facilities to be operated from a central location.

SERVICES & OTHER EXPENDITURES. Costs related to services performed by the City by individuals, businesses, or utilities, and other expenditures not classified in any other category.

SPECIAL REVENUE FUND. A fund used to account for proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specified purposes, or have been segregated by financial policy to be maintained separately.

STREET MAINTENANCE SALES TAX. Local sales tax authorized by voters in November 2003, pursuant to Chapter 327 of the Texas Tax Code, as amended. A tax of 1/8 of one percent (0.125%) became effective on April 1, 2004, to be used for maintenance and repair of City streets. In November 2007, voters authorized an increase in the rate to ¼ of one percent (0.25%).

GLOSSARY OF TERMS

SUPPLEMENTAL DECISION PACKAGE. See *DECISION PACKAGE* and *BUDGET ENHANCEMENT*.

-T-

TARRANT APPRAISAL DISTRICT. The Tarrant Appraisal District is a separate legal entity that has been established in each Texas County by the State legislature for the purpose of appraising all property within the county or district. All taxing units within Tarrant County use the property values certified by the TAD. The TAD is governed by a board of directors, whose members are appointed by the individual taxing units within the district.

TAX BASE. The total value of all real and personal property in the City as of January 1st of each year, as certified by the Tarrant Appraisal District's Appraisal Review Board. The tax base represents the net taxable value after exemptions. (Also sometimes referred to as "assessed taxable value.")

TAX INCREMENT REINVESTMENT ZONE (TIRZ). A special financing and development method authorized by Section 311 of the Texas Property Tax Code. Tax increment financing involves pledging future real property tax revenues generated within the specified reinvestment zone (district). TIRZ revenues are calculated based on the cumulative increase in taxable values over the district's "base" year values. (Base year values are established upon the creation of the reinvestment zone.) Property taxes generated from the increase in the taxable values is pledged to fund improvements and development within the reinvestment zone (district). **NOTE:** The terms TIRZ and TIF are used interchangeably throughout the document.

TAX LEVY. The result of multiplying the ad valorem property tax rate per one hundred dollars times the tax base.

TAX RATE. The rate applied to all taxable property to generate revenue. The tax rate is comprised of two components: the debt service rate, and the maintenance and operations (M&O) rate.

TAX ROLL. See *TAX BASE*.

TAXES. Compulsory charges levied by the City for the purpose of financing services performed for the common benefit.

TIF. Acronym for *Tax Increment Financing* (see *TAX INCREMENT REINVESTMENT ZONE-TIRZ*).

TRINITY RIVER AUTHORITY (TRA). A separate governmental entity responsible for providing water and wastewater services in the Trinity River basin. The City contracts with TRA for treatment of wastewater as well as a portion of its wastewater collection system for the Big Bear Creek and Cade Branch interceptor sewer collection mains.

-U-

UNEARNED REVENUE. See *DEFERRED REVENUE*.

-W-

WORKING CAPITAL. The current assets less the current liabilities of a fund. Working capital does not include long-term assets or liabilities. For budgetary purposes, working capital, rather than retained earnings, is generally used to reflect the available resources of enterprise funds. (See *RETAINED EARNINGS*.)



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