



2020
2019
2018
FY

CITY OF KELLER
PROPOSED BUDGET

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 \$427,546 or 1.8%, and of that amount \$527,287 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 \$0.3999 per \$100 of valuation which is a reduction of \$0.01335 per \$100 from the current tax rate of \$0.41325 per \$100 and is the sixth tax rate decrease in a row. In addition, the City increased the homestead exemption from 10% to 12%. Below is a breakdown of tax rates and changes from FY 2016-17 to FY 2019-20.

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Tax Rate (per \$100)	\$0.430000	\$0.427500	\$0.413250	\$0.39990
Effective Rate (per \$100)	\$0.408854	\$0.418194	\$0.413279	\$0.401949
Rollback Rate (per \$100)	\$0.439381	\$0.432694	\$0.413302	\$0.431064
Homestead Exemption	4%	8%	10%	12%



This page intentionally left blank

CITY OF KELLER, TEXAS

ANNUAL BUDGET

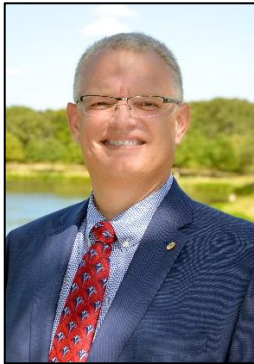
October 1, 2019 - September 30, 2020



Pat McGrail
Mayor



Sean Hicks
Mayor Pro Tem



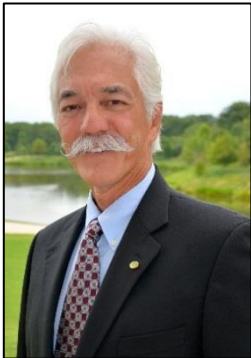
Mitch Holmes
Place 1



Sheri Almond
Place 3



Beckie Paquin
Place 4



Chris Whatley
Place 5



Tag Green
Place 6

MARK HAFNER
CITY MANAGER

AARON RECTOR
DIRECTOR OF
ADMINISTRATIVE SERVICES



This page intentionally left blank



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.



This page intentionally left blank

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, 2018

Christopher P. Morrill

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, 2018. 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 2019

ELECTED OFFICIALS

<i>Position</i>	<i>Incumbent</i>	<i>Elected</i>	<i>Term Expires</i>
Mayor	Pat McGrail	May 2017	2020
Council, Place 1	Mitch Holmes	May 2018	2021
Council, Place 2	Sean Hicks	Jun 2018	2021
Council, Place 3	Sheri Almond	May 2019	2022
Council, Place 4	Beckie Paquin	May 2019	2022
Council, Place 5	Chris Whatley	May 2017	2020
Council, Place 6	Tag Green	May 2017	2020

APPOINTED OFFICIALS

City Manager	Mark Hafner
City Secretary	Kelly Ballard
Director of Community Services	Cody Maberry
Director of Administrative Services/Finance.....	Aaron Rector
Director of Public Services/Economic Development.....	Trina Zais
Fire Chief	David Jones
Police Chief.....	Michael Wilson
Public Works Director.....	Alonzo Liñán
Community Development Director	Julie Smith
Library Director	Jana Prock
Director of Human Resources and Risk Management.....	Kandace Tappen
Information Technology Director.....	Sean Vreeland

FINANCE DEPARTMENT

Director of Administrative Services/Finance.....	Aaron Rector
Assistant Director of Finance.....	Pamela McGee
Budget Analyst.....	Guadalupe Orozco
Purchasing Agent.....	Karla Parker
Senior Accountant.....	Violet Wangila
Accountant.....	Camie Orth
Sr. Accounting Technician.....	Geneva Dunn
Accounts Receivable Technician.....	Kristina Hataway
Accounts Payable Technician	Jeannie Homer

City of Keller Organizational Chart

Effective 08/13/2019

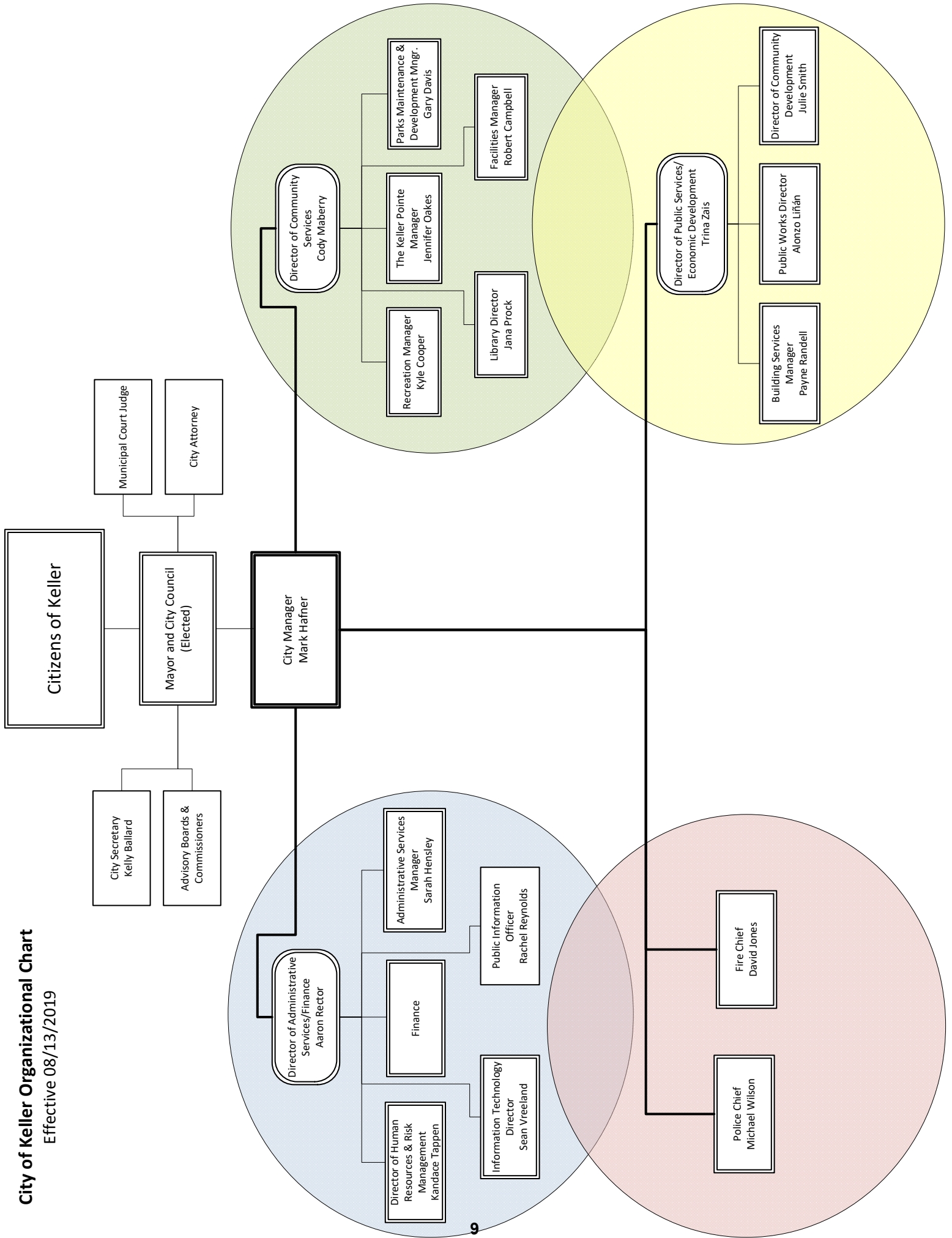


TABLE OF CONTENTS

INTRODUCTION

Tax Disclosure Page	1
Budget Cover	3
Strategic Vision	5
GFOA Distinguished Budget Presentation Award	7
Principal Officials	8
Organization Chart	9
Table of Contents	10
Budget Transmittal Letter	15
Cost Savings Initiatives	23
Overview of Process & User Guide	26
Budget Calendar	30

FINANCIAL

EXECUTIVE SUMMARY	33
Operating Budget Summary	35
Summary of Revenues by Source - All Funds	36
Summary of Expenditures by Category - All Funds	37
Summary of Expenditures by Function - All Funds	38
Operating Budget Summary by Fiscal Year	39
Summary of Fund Balances - All Funds	43
Statistical Analysis	44
Budget Action Summary	67

GENERAL FUND	71
General Fund Summary	73
Revenue Summary & Detail	74
Expenditures by Category	78
Expenditures by Activity	79
Summary of General Fund Personnel	81
Summary of General Fund Enhancements/One-Times	82

General Government	84
Administration Department	87
Administration	88
Public Arts Programs	90
City Secretary	92
Communications	94
Community Services	96
Town Hall Operations	98
Mayor & City Council	100
Finance & Accounting Department	102
Finance & Accounting Administration	103
Finance & Accounting Tax	105
Municipal Court	107
Human Resources Department	109
Human Resources Administration	110
Human Resources Risk Management	112
Economic Development Department	114
Economic Development Administration	115
Economic Development Incentives	118

TABLE OF CONTENTS

Community Development	119
Planning & Zoning	121
Building & Construction Services	124
Public Safety	127
Police Department	129
Police Administration	130
Police Operations	132
Public Safety Dispatch & Records	135
Animal Services & Adoption	138
Jail Operations	140
Fire Department	142
Fire Administration	143
Fire Operations	145
Emergency Medical Services	147
Emergency Management	149
Public Works	151
Public Works Administration	153
Engineering & Inspections	155
Street Maintenance	157
Street Lighting	159
Recreation & Culture	160
Keller Public Library Department	161
Parks & Recreation Department	164
Parks & Recreation Administration	166
Parks & City Grounds Management	168
Recreation Programs	170
Senior Services	172
Keller Sports Park Maintenance	174
Keller Town Center Maintenance	176
Non-Departmental	178
ENTERPRISE FUNDS	181
WATER & WASTEWATER FUND	183
Water & Wastewater Fund Overview	183
Revenue Summary & Detail	184
Expenditures by Category	186
Expenditures by Activity	187
Summary of Water & Wastewater Fund Personnel	188
Water & Wastewater Administration Department	189
Customer Services Department	191
Administration	193
Field Services	195
Water Utilities Department	197
Water Production	199
Water Distribution	201

TABLE OF CONTENTS

Wastewater Utilities Department	203
Wastewater Collection	205
Wastewater Treatment	207
MSC Operations	208
Non-Departmental Department	212
Summary of Water & Sewer Fund Debt Outstanding	214
DRAINAGE UTILITY FUND	219
Drainage Utility Fund Summary	221
Drainage Expenditure Budget - All Divisions	222
THE KELLER POINTE FUND	
The Keller Pointe Fund Summary	223
Department Summary	224
Administration	227
Aquatics	228
Fitness Programs	229
Recreation Programs	230
Facility Operations & Maintenance	231
Customer Services/Concessions	232
Capital Replacement	233
Non-Departmental	234
SPECIAL REVENUE FUNDS	235
Keller Development Corporation (KDC) Fund	237
Summary of KDC Debt Outstanding	239
Keller Crime Control Prevention District (KCCPD) Fund	244
Summary of KCCPD Debt Outstanding	246
Public Safety Special Revenue Fund	250
Recreation Special Revenue Fund	252
Municipal Court Special Revenue Fund	256
Public Education and Government (PEG) Cable Franchise Fee Special Revenue Fund	258
Community Clean-Up Special Revenue Fund	260
Street and Sidewalk Improvements Fund	262
DEBT SERVICE FUNDS	265
Debt Service Fund	267
Legal Debt Margin	269
Summary of Debt Service Fund Debt Outstanding	270
Summary of City-Wide Debt Outstanding	274
Tax Increment Reinvestment Zone (TIRZ) Fund	281

TABLE OF CONTENTS

INTERNAL SERVICE FUNDS	283
Information Technology Fund	285
Administration	287
Geographic Information Services	289
Computer Services Division	291
Fleet Replacement Fund	292
Facility Capital Replacement Fund	294
CAPITAL IMPROVEMENTS	297
Summary of Capital Improvements	299
Five-Year Capital Improvements Plan (CIP)	302
IMPACT FEE FUNDS	315
Roadway Impact Fee Fund	317
Park Development Fee Fund	319
Water Impact Fee Fund	321
Wastewater Impact Fee Fund	323
APPENDIX	325
Keller Fee Schedule	327
Budget Policies	340
Financial Management Policies	343
Fund Balance Policy	351
Fiscal Management Contingency Plan	353
Basis for Accounting	356
Fund Accounting	356
Fund & Departmental Matrixes	357
Summary Graphs:	
Assessed Value & Levy Analysis	359
AV Levies & Sales Tax Levies Per Capita	360
Tax Rates & Average Home Values for Last Ten Years	361
Taxable Ad Valorem, Rates, & Levies for Last Ten Years	362
Taxable Ad Valorem By Type Last Ten Years	363
Sales Tax By Fund Last Ten Fiscal Years	364
Full-Time Equivalent Employees By Function Last Ten Years	365
List of Acronyms	366
Glossary of Terms	368



This page intentionally left blank



August 13, 2019

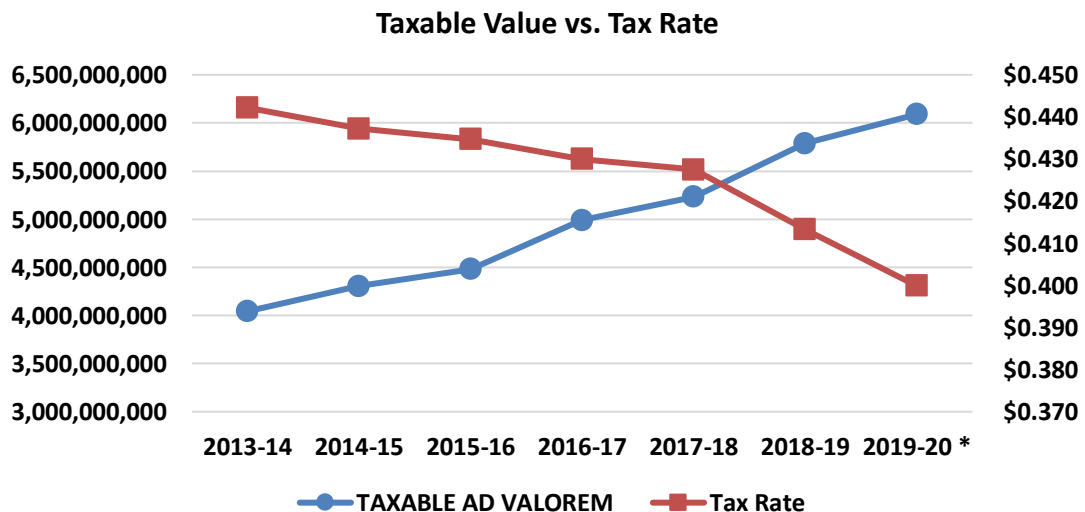
To the Honorable Mayor McGrail and Members of the City Council

Re: The Annual Budget for Fiscal Year 2019-20

It is my privilege to present to you the FY 2019-20 Proposed Budget for your review and consideration. This budget represents months of hard work from your budget team and department directors, and continues our tradition of conservative fiscal management paired with a commitment to our core values of excellence, integrity, service, creativity and communication. As always, we remain focused on exploring new opportunities to provide high levels of service to our citizens in a manner that is both innovative and resourceful.

This budget represents the collective vision of the City Council to provide the current level of municipal services that brings a high quality of life and safety to our citizens while mitigating the property value increases by lowering the tax rate, and raising the homestead exemption.

For a sixth year in a row, this year’s proposed budget reduces the city’s property tax rate — by over 1.3 cents. At \$0.3999 per \$100 of taxable value, the proposed rate sits below both the rollback rate of \$0.431064/\$100 and the effective tax rate (no new revenue rate) of \$0.401949/\$100.



FY 2019-20 will also see another increase to the homestead exemption after City Council this spring approved increasing the local option from 10 percent to 12 percent. With the increased exemption and reduced tax rate, the average Keller homeowner this year whose property is assessed at \$355,394 will pay \$1,421 in city taxes. If the tax rate was not lowered and the homestead exemption not increased the average homeowner would be paying \$1,498 - \$77 higher than the proposal.

The Proposed FY 2019-20 General Fund budget is \$40,845,808 which is an increase of \$1,373,369, or 3.5 percent from FY 2018-19. This total includes personnel increases, the start of work on a proposed new Senior Activities Center, additional funding for the Bear Creek and Whitley roundabout, the reconstruction of Johnson Road from Keller-Smithfield to Rhonda roads, two UPRR pedestrian crossings (at Bear Creek Parkway and Golden Triangle Boulevard), West Vine Street drainage improvements, various vehicles replacements and many more investments into our community.

Included in the General Fund are one-time expenditures totaling \$5,017,050. When those one-time projects are removed, General Fund expenditures increased by \$494,625 or 1.4 percent. By cash-funding one-time projects in the General Fund, the city is able to meet current service demands including capital maintenance needs without issuing debt.

The proposed Water and Wastewater Fund budget shows a decrease of \$624,733, or 2.2 percent, compared to FY 2018-19. Included in that total are contracts for water purchases from the City of Fort Worth, and wastewater treatment and collection services from the Trinity River Authority. Combined, these two contracts amount to \$12,175,659 — 44.5 percent of the Water and Wastewater budget. Both contracts will be decreasing for FY 2019-20 which will be reflected in the pass-thru portion of the rates.

The budget includes new debt to be issued related to water lines projects on Highway 377 and Johnson Road as well as funding for future replacement of heavy equipment. In order to account for the city budget increase, water and wastewater city rates will have moderate increases. Even with the city rate increases, the average resident's monthly water bill will decrease by \$2.56 per month (3.25 percent) in the year ahead. The average monthly sewer bill will increase by \$0.77 (1.6 percent) in the year ahead. The average utility customer's monthly bill, then, will see a total decrease of \$1.79 or 1.6%.

Significant Changes to the Budget

City Council continues to recognize the need to be proactive when it comes to planning for repairs and replacements of capital investments and critical equipment. Aimed at cash funding future projects rather than issuing debt, the council has approved a Fire/EMS replacement program that will set aside money annually to pay for expected equipment replacements. The Fire/EMS replacement program is the latest addition to the city's replacement allocations, which include accounts for fire apparatus, vehicles and equipment, technology, and city facilities. The FY 2019-20 General Fund budget will continue these annual transfers, ensuring that equipment will be promptly repaired or replaced when its useful life has ended.

The FY 2019-20 Proposed Budget also continues council's commitment to cash funding capital projects whenever possible. Of the nearly \$9.9 million in infrastructure improvements, \$8.6 million in facility improvements and \$499,000 in park improvements adopted this year for a total capital project investment of more than \$19.1 million, only \$9.7 million — a little over half — will require issuing debt.

In addition, the city's Capital Improvements Five-Year Plan forecasts \$77.5 million in city capital expenditures over the next five years and anticipates issuing \$42.7 million in debt, or 55.1 percent. The proposed debt includes the voter-approved issuance of up to \$8 million of debt for a new Senior Activities Center at Johnson Road Park.

Due to the cash funding of capital projects and other one-time expenditures, the proposed budget shows overall expenditures exceeding revenue by \$2,118,815. The proposed budget also shows General Fund expenditures exceeding revenues by \$1,228,999. While overall expenditures exceed overall revenue, this

year's proposal is still an operationally balanced budget with ongoing revenues exceeding ongoing expenditures in all funds. Below is a list of one-time, cash-funded projects and their associated funding source:

- Johnson Road Reconstruction from Keller-Smithfield Road to Rhonda Road- \$2,000,000 from the General Fund
- Bear Creek and Whitley Roundabout - \$1,229,000 from the General Fund
- North Tarrant Parkway & Lakeview Channelization Project - \$150,000 from the General Fund
- UPRR Pedestrian Crossings - \$150,000 from the General Fund
- West Vine Street Drainage Improvements - \$25,000 from the General Fund
- Computer-Aided Dispatch (CAD) and automated Records Management System (RMS) - \$500,000 from the Keller Crime Control and Prevention District Fund
- Financial Software Implementation - \$376,417 from the Information Technology Fund
- Indoor Pool Slide and Plaster Repairs - \$397,222 from the Pointe Fund
- Pointe Locker Room Renovations - \$230,000 from the Pointe Fund
- Hidden Lakes Pavement Seepage Repairs - \$150,000 from the Street Maintenance Fund
- Pavement Condition Study - \$125,000 from the Street Maintenance Fund
- Drainage Master Plan - \$200,000 from the Drainage Fund
- Shady Lane South Drainage Improvements - \$70,000 from the Drainage Fund

While a significant portion of the FY 2019-20 capital investment is cash funded, the city plans to issue debt related to the new Senior Activities Center located at the Johnson Road Park. In November 2018, Keller voters approved plans to issue up to \$8 million in debt without an associated tax rate increase. In addition, the city plans to issue debt related to the Highway 377 and Johnson Road 12-inch water line projects. The Johnson Road water line project will provide 12-inch water lines in conjunction with the Johnson Road reconstruction. The Highway 377 water line project will fill gaps in the water system to improve circulation.

In addition to the aforementioned debt, there is other future debt on the horizon that can be found on the city's five-year CIP. In FY 2015-16, the city applied for and was approved to receive SWIFT financial assistance from the Texas Water Development Board. The city will receive low-interest loans through the program totaling \$12,180,000 set to be issued in three intervals that started in FY 2016-17. These 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 that are over 40 years old, composed of obsolete material, and are experiencing more leaks and breaks. The next two rounds of funding will be in FY 2020-21 and FY 2023-24. In FY 2022-23, debt is planned to be issued for the Elm Street and Old Town Keller street projects. In FY 2024, debt will also be issued for the Whitley Road project. The full scope of these projects are still to be determined, but should include reconstruction of the roads and drainage improvements.

City of Keller Growth

The City of Keller population continues to slowly grow each year as measured by the North Central Texas Council of Governments. As of January 2019, the City of Keller has an estimated population of 45,090, which is up 150 people or 0.3 percent from the prior year and 5,463 people or 13.8 percent from the 2010 Census. Approximately \$131 million in new construction was added to the tax roll this year and represents 2.5 percent of the total taxable value of the city. Of the new value, \$122 million was new residential construction and \$9 million was new commercial construction. The new construction value is an increase of 1.47 percent from the current year and a decrease of 40.6 percent compared to the record-setting 2016-17 Fiscal Year.

Public Safety

The safety of our citizens continues to be one of our top priorities, and it shows. Our police and fire departments, both of whom continue to be recognized at the state and national levels for their successes, make up 22.7 percent of the city's total budget and 46.8 percent of the General Fund budget.

Keller regularly earns a spot among the 50 Safest Cities in Texas as well as the 100 Safest Cities in America. The Keller Police Department has also recently been awarded the highest national accreditation possible for a second time: the Commission on Accreditation for Law Enforcement Agencies' Gold Standard Accreditation with Excellence. Keller PD was the first agency in Texas to be both nationally and state accredited, and NETCOM 911 followed suit last year in becoming the first regional dispatch center in Texas to earn national accreditation from CALEA. In FY 2019-20, the city is adding a police officer and a dispatcher. The police officer will be funded by the Town of Westlake as part of the regional police services agreement, and approximately two-thirds of the dispatcher costs will be funded by Southlake and Colleyville as part of the regional dispatch partnership. Because of the regional partnerships, the net impact of the two positions to Keller's budget is \$19,923 instead of \$162,254.

During FY 2017-18, the Keller Police Department began partnering with the Keller Center for Advanced Learning to allow students interested in public safety to be considered for part-time positions upon graduation. This is a recruiting and hiring initiative that we hope will engage students who wish to pursue careers as first responders and will be continued during FY 2019-20. Additionally, Keller PD continues to invest in equipment and in its headquarters on Rufe Snow Drive. In FY 2019-20, the Keller Police Department will upgrade their Computer-Aided Dispatch (CAD) and automated Records Management System (RMS) for \$500,000. This is due to a reporting mandate by the Federal Government. Additionally in FY 2019-20, the Keller Police Department will purchase a SWAT/crime scene van, replace motorcycles and patrol vehicles, and purchase new equipment.

The Keller Police Department is also on the cutting edge of regionalization, finding cost savings and improved service through working with our surrounding communities. By regionalizing 911 dispatch as well as jail and animal services with our area partner cities, the total cost of police services will be offset by \$3.8 million in annual revenue this year.

In 2016, the Keller Fire Department became the seventh fire department in the state and the first in Tarrant County to earn status as a Recognized Best Practices Fire Department by the Texas Fire Chiefs Association. The EMS capability of the department has also recently been recognized, receiving the American Heart Association's 2019 Mission: Lifeline EMS Gold Plus recognition for success in treating heart attack patients.

This year's Fire Department budget includes upgrades and additions to existing equipment, including a second set of bunker gear, replacements of self-contained breathing apparatuses, a thermal imaging camera, an outdoor siren repeater, and an additional cradle point, which provides system connectivity to the backup ambulance. In addition, the city will be creating a Fire and EMS equipment replacement fund that will provide future replacement funding for the life-saving equipment being purchased in FY 2019-20.

Parks & Recreation

Keller also continues to be recognized for its award-winning parks and recreation system. The Keller Development Corporation is continually seeking ways to fund and expand those amenities throughout the city.

As part of the Keller Development Corporation's FY 2019-20 budget, the city has plans to replace a playground, the location of which will be determined after an internal needs study; make improvements to the Keller Sports Park parking lot (C Pad); and continue to maintain funding for ongoing trail expansions and park equipment replacements. In FY 2018-19, the city committed funds to improving Overton Ridge Park in northwest Keller, including adding a small playground, restroom facility, passive play area and seating as well as expanding the trail system and parking amenities.

The Keller Pointe has continued to improve its facility the past two years with both cosmetic upgrades and new fitness equipment. For 2019-20, The Pointe budget includes funds for indoor pool slide and plaster repairs of \$397,222, additional funding for the locker room renovation of \$230,000, and spin bike replacements of \$72,420.

Public Works

The city maintains a five-year Capital Improvements Plan 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. The five-year plan, which can be found in the CIP section of the proposed budget, anticipates investing approximately \$45.3 million into street projects, \$11.4 million into water projects, \$3.1 million into wastewater projects, and \$2.1 into drainage projects for a total \$61.9 million investment into the city's infrastructure. Approximately half of the improvements will be cash funded.

Streets

FY 2019-20 street projects include street maintenance for \$3,905,693, the reconstruction of Johnson Road for \$2 million, the Bear Creek and Whitley roundabout for \$1.2M, traffic channelization at North Tarrant Parkway and Lakeview Drive for \$150,000, a pavement condition study for \$125,000, and sidewalk construction repairs for \$351,693. The investment into sidewalks has been a continued priority as the annual expenditure has increased from just \$30,000 six years ago. In addition, the streets division will also be covering half the cost of replacing the city's Gradall excavator for \$185,000. The piece of heavy equipment is primarily used to clear drainage channels and break up street pavement; the other half of its replacement cost is coming from the Drainage Fund.

Water and Wastewater

During FY 2016-17, the city issued debt related to the construction of a new 30-inch, 12,200-linear-foot Alta Vista water transmission main and the replacement of the Alta Vista pump station, now over 40 years old. The two projects are the most significant the city has undertaken in several years and will be completed during FY 2019-20. Additional debt for the projects was issued in FY 2018-19. Budgeted projects for FY 2019-20 include the update of the Water Master Plan/Condition Assessment, the development of the AWIA Emergency Risk and Response Plan, and the Highway 377 and Johnson Road 12-inch water lines.

Wastewater projects for FY 2019-20 include the Big Bear West Interceptor Line Replacement, the 2020 Sanitary Sewer Evaluation study on infiltration and inflow, and the 2020 Sanitary Sewer Evaluation and Condition study.

Drainage

FY 2019-20 includes one-time capital project fund transfers for a drainage master plan project for \$200,000, drainage improvements on Shady Lane South for \$70,000, and phase one of the Nightingale Circle culvert project for \$325,000. The Drainage Fund will also cover the other half of the replacement Gradall excavator for \$185,000.

Economic and Business Development

Keller continued to see growth in its commercial sector in Fiscal Year 2018-19 with more than \$53.4 million in construction activity. About \$33.3 million of that construction began in Fiscal Year 2018-19, and \$17.7 million is expected to finish up by the end of the year. As Keller nears buildout, we anticipate a decline in new commercial growth in the years ahead. Still, about \$28.5 million in economic growth is expected during Fiscal Year 2019-20 with the addition of more than 198,000 square feet of commercial space.

This growth has occurred primarily along major arterials such as Keller Parkway (FM 1709) and Main Street (Hwy. 377). Old Town Keller, which stretches along both sides of Main Street, has also experienced a resurgence in office, retail and restaurant activity in the past few years. This is largely due to the \$4.55 million investment the city made in Fiscal Year 2016-17 as a first phase of redevelopment and beautification in the area. That project is already credited for attracting sit-down restaurants Seven Mile Café, Roscoe's Smokehouse, and The Station Grill & Ice House as well as a new boutique – The Lucky Acorn and a specialty bakery – Life is Sweet. The property owners of three additional sites are working on proposals for mixed-use projects.

Keller Town Center, too, has seen an increase in activity, and the commercial properties continue to be approximately 97 percent occupied. Recent additions Summer Moon Coffee, Boca 31, Play Street Museum, What's On Tap and Lavender Hill Spa are all going strong, and new arrivals in Town Center include Nestle Toll House Café by Chip, Sunny Street Café, Frios Gourmet Pops, Rush Bowls, Saigon Fusion and Braum's. Construction of the highly anticipated Hampton Inn & Suites at the northwest corner of Bear Creek Parkway and Town Center Lane is also fully underway and hopes to open in the first quarter of 2020.

Another significant commercial project under construction now is Everest Rehabilitation Hospital on South Main Street, a \$20 million physical rehab facility offering in-patient and out-patient care. And Keller

also looks forward to the opening of another private event center, Chandon Arbors, in Old Town on land fronting Elm Street sold by the city three years ago.

The Fiscal Year 2019-20 budget includes \$1,090,436 for economic development incentives, with \$865,436 related to committed incentives and \$225,000 available for potential new incentives.

Investment in the Workforce

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

Accordingly, the FY 2019-20 budget includes a 1.25 percent market adjustment for Public Safety (sworn/certified) employees to bring us in line with other North Texas benchmark cities in addition to the sustainable 2 percent annual step plan that was implemented in FY 2017-18. For general/civilian employees, the budget proposes a 3.25 percent raise split between a 1.75 percent market increase to the pay plan aimed at remaining competitive and a 1.5 percent merit increase for eligible employees.

The proposed budget increases city staff by 2.0 FTEs (full-time equivalents) related to a Police Officer and a NETCOM Dispatcher. The officer will enhance coverage in the Town of Westlake. The addition of this position will have an impact of zero on the budget as a result of the increased price of the police services agreement with the Town of Westlake. The addition of the Dispatcher will allow NETCOM to continue to meet the needs of the partner cities, as well as help maintain our current service levels to the community. The dispatcher will cost \$66,886, but is offset by regional partnership agreements with Southlake and Colleyville for a net impact to the budget of \$19,923.

During FY 2018-19, the Administration Department reduced personnel by removing a part-time receptionist position. Using savings from this vacancy, Community Development has reclassified an intern position to a full-time planning technician. During FY 2018-19, the Parks and Recreation Department also contracted out landscaping services. This move led to a reduction in parks staff of three full-time employees and a reduction of personnel services expenditures. With the changes, the total number of full-time equivalents (FTEs) from the FY 2018-19 budget to FY 2019-20 will be a decrease of 0.75 FTEs. It should be noted that the number of employees working for the city currently stands at 346 FTEs, which is far below the 369 FTEs on staff back in 2009 when our population was smaller. I believe this shows the commitment by staff to operate as efficiently as possible.

The city will continue to offer a high deductible medical insurance plan with the option of a buy-up plan. The Human Resources Department was able to negotiate a manageable 5 percent increase to health insurance costs for FY 2019-20. FY 2018-19 and FY 2017-18 saw no increase to health insurance costs, meaning health insurance costs have only increased the equivalent of 1.67 percent annually over the past three years. In FY 2019-20, General Fund salary savings will be transferred to a self-insurance fund as part of a goal to become self-insured in the near future.

As part of our benefits package, the City of Keller participates in the Texas Municipal Retirement System, which continues to be solidly funded at 87.1 percent. TMRS as a whole (as of Dec. 31, 2017) was 87.4 percent funded. The city's contribution rate will increase effective Jan. 1, 2020, to 15.96 percent from 15.59 percent for a fiscal year blended rate of 15.86 percent.

Due to a strong work safety approach and resulting reduction in severity of claims over the past three years, Keller also continues to see success in our efforts to improve our Workers' Compensation experience modifier. This has resulted in a decrease of \$15,454 in the proposed budget even with the proposed compensation increases.

In Summary

I would like to give a special thanks to our staff, particularly the Finance Department, for the hard work and dedication they have shown in the development of the FY 2019-20 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 for today and in the future. The budget is not merely made up of numbers, but 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>Fire</i>	Began using operational ability instead of recommended service life as the determinant for equipment replacement	Extends useful life of equipment until maintenance costs or other needs dictate and allows costs to be spread out over several years	\$136,916
	Use of shift fire personnel to conduct annual commercial fire inspections	Defers the need to hire an additional fire inspector for the Fire Prevention division to meet annual inspection requirements and maintain current ISO Fire Protection rating	\$134,000
<i>Information Services</i>	Researched alternative carriers for city iPads	Switching carriers resulted in savings for all iPads with cellular network connectivity	\$7,200
<i>Library</i>	MetrOPAC Borrowing Agreement	Allows library users to borrow items from MetrOPAC member libraries, saving the Keller Public Library the expense of purchasing these items	\$566,280
	TexShare Databases	Total cost of access to databases if purchased outside the TexShare consortium	\$157,866
	MetrOPAC courier service	MetrOPAC courier service provides deliveries 5 days a week, saving the Keller Public Library the cost of mailing interlibrary loans via traditional postal service	\$84,942
	North Texas Libraries on the Go Consortium - Overdrive	Keller Public Library users have access to content purchased by all 30 members of the consortium	\$82,000
	North Texas Libraries on the Go Consortium – Zinio	Keller Public Library users have access to content purchased by all 31 members of the consortium	\$13,500
	Volunteers	Library volunteers contributed 3,392 hours of work at the library	\$27,500
	Hudson Foundation Grant	The Hudson Foundation funded One Book One City Program, books and dynamic library programs for teens and children	\$20,000
	Friends of the Library donations	Friends of the Library donated funds for technology, books and programs	\$18,081
	Summer Reading Club Contributors	Value of donated prizes from local businesses for summer reading club participants	\$12,000

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Library</i>	MetrOPAC Integrated Library System (ILS)	Money saved by purchasing the Polaris ILS as part of the consortium rather than paying independently	\$8,860
	Texas Group Catalog Interlibrary Loan Service	Allows library users to borrow items from other Texas libraries, saving the Keller Public Library the expense of purchasing these items	\$2,098
<i>Parks & Recreation</i>	Contract Mowing at Sports Park	Contracted portion of mowing services at Sports Park which reduces personnel costs	\$58,741
	Volunteers	Recreation volunteers contributed 5,339 hours of work at our annual programs and events	\$50,720
	Gazebo relocation	Replaced a highly-used memorial gazebo at Bear Creek Park by relocating a new gazebo built by volunteers from another area of the park	\$4,932
<i>The Keller Pointe</i>	Installed chlorine pump and implemented cyanuric acid treatment for outdoor pool	Cyanuric acid acts like a sunblock to keep chlorine from burning off too quickly; the new pump regulates the chlorine entering the pool more efficiently – the two projects combined have resulted in a 75-100 gallon per week savings over last season	\$2,000
	Performed various maintenance tasks in house, including recoating roof air conditioning ducts and repainting the outdoor pool play structure, slide stairs and mushroom	Using staff instead of outside contractors for maintenance work reduces labor and supply costs	\$30,046
<i>Keller Senior Activities Center</i>	Volunteers	KSAC volunteers contributed 4,100 hours of work at the center	\$38,950
<i>Police</i>	Communications, Animal Services and Jail Services Agreement with the Cities of Southlake and Colleyville	Participating cities share in annual personnel and operational costs	\$2,067,709
	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	\$944,518

Cost Savings Initiatives

Department	Initiative	Benefit	Savings / Result
<i>Police</i>	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 toward equipment and vehicle expenses	\$223,281
	Public Safety Answering Point (PSAP) – Assistance	Provides funds to purchase necessary equipment, maintenance agreements, etc. for the Dispatch Center.	\$41,711
	PSAP – P25	Provides funds to cover radio maintenance cost, upgrades, and new radios for the City	\$40,792
	Jail and Animal Service with the City of Roanoke	Contract with Roanoke to house Class C arrestees and shelter stray dogs and cats for a per arrestee/per animal fee	\$20,000
	Ballistic Vest Partnership	Partnership with the Department of Justice to purchase ballistic vest for the officers	\$19,186
	Sale of used brass and firearms	Provides additional funding for the department to purchase training supplies and equipment	\$2,500 (variable based on brass collection and going rate for brass)
<i>Public Works</i>	Streetlight audit	Internal review identified numerous streetlights in private gated communities, apartment parking lots and other non-public areas that were being billed to the city	\$12,000
	Traffic signal retiming grant	Staff secured two separate 80/20 matching grants for signal retiming along FM 1709 and U.S. Hwy. 377	\$80,000
	Supply vending machines	Public Works basic operations supplies such as safety equipment, chemical supplies, vehicle maintenance items and small tools are now managed by a third party via a vending machine platform	\$8,000
	Municipal Service Center (MSC) LED conversion	Third party contracted to convert inefficient 450w metal-halide parking lot lighting at the MSC to more efficient 150w LED fixtures	\$3,100

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 receives the same tax levy amount from the same properties that exist in the current year and does not include levy from new development. 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.

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 ratify the property tax increase in the budget.

After adoption, the Finance & Accounting Department 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 quarterly 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 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, Fleet Replacement, and Facility Replacement funds.

D. Special Revenues Funds:

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, Public Safety Special Revenue Fund, Parks and Recreation Special Revenue Fund, Municipal Court Special Revenue Fund, PEG Channel Fund, Community Clean-up Fund, and Street and Sidewalk Improvements 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 for the 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 Policy
- E. Fiscal Management Contingency Plan
- F. Basis for Accounting
- G. Fund Accounting
- H. Fund and Departmental Matrixes
- I. Compensation Pay 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 2019-20		
BUDGET CALENDAR		
Description of Task/Event	Due Date(s)	
Blue = Council Discussion Only; Red = Council Action Required; Green = Department Due Date		
City Manager Pre-Kickoff Meeting	Friday	February 1, 2019
Fleet Committee to review new requests	Wednesday	February 6, 2019
Committee Pre-Kickoff Meeting - Review Forms	Tuesday	February 26, 2019
Budget Kickoff & STW Training	Tuesday	March 12, 2019
City Council Budget Process Friday Report Update	Friday	March 15, 2019
Individual STW Budget Training - As Requested		March 13 - April 12, 2019
Information Technology to Meet with Individual Departments to Review Requests		March 13 - April 12, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - CAFR Presentation and Fund Balance Update	Tuesday	April 2, 2019
Budget Change Forms due to Budget Analyst	Friday	April 12, 2019
Fee Schedule Updates due to Budget Analyst	Friday	April 12, 2019
Administration, Public Arts, Community Services, Mayor & Council, Community Clean-up, Economic Development, Old Town Keller, Town Hall, PEG Fee Fund	Friday	April 12, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - Sales Tax	Tuesday	April 16, 2019
Parks & Recreation, Keller Development Corporation, Recreation Special Revenue Fund, Keller Pointe, Park Development Fee Fund, Library, Library Special Revenue Fund - Including CIP Projects	Friday	April 19, 2019
Police, Keller Crime Control Special Revenue Fund, Fire	Friday	April 26, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - Economic Development	Tuesday	May 7, 2019
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 - Including CIP Projects	Friday	May 3, 2019
Human Resources, Information Services, Finance, Fleet, Municipal Court, Municipal Court Special Revenue, Utility Billing, Non-Departmentals	Friday	May 10, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - Permit Revenue and Activity	Tuesday	May 21, 2019
Final Date for Finance to Input Departmental Requests into STW including Year-End Projections	Friday	May 17, 2019
Finance to compile City Manager Summary Budget Book w/ Reports		May 20 - May 24, 2019

City of Keller, Texas		
FY 2019-20		
BUDGET CALENDAR		
Description of Task/Event	Due Date(s)	
Blue = Council Discussion Only; Red = Council Action Required; Green = Department Due Date		
City Manager review of budget requests with Finance and individual departments (Includes IT, HR, Fleet and Fee Schedule recommendations)		May 28 - June 14, 2019
Ad-Hoc Committee Meeting to Discuss Compensation		End of May-First of June
Strategic Planning Workshop with City Council, City Manager, Staff - Property Tax Rate Calculations, Homestead Exemption	Tuesday	June 4, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - CIP and Outstanding Debt	Tuesday	June 18, 2019
KDC and KCCPD Board Approval of Proposed Budgets		By June 28, 2019
<i>Last Day to Adopt Homestead Exemption Increases</i>	<i>Friday</i>	<i>June 28, 2019</i>
Strategic Planning Workshop with City Council, City Manager, Staff - Vehicle and Equipment Replacements	Tuesday	July 2, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - Fee Adjustments including Water and Wastewater	Tuesday	July 16, 2019
Hold Public Hearing at City Council on the KCCPD and KDC Proposed Budgets	Tuesday	July 16, 2019
Certified Tax Values due from Tarrant Appraisal District	Thursday	July 25, 2019
Strategic Planning Workshop with City Council, City Manager, Staff - Tax and Proposed Budget Update	Tuesday	August 6, 2019
Proposed Budget Distributed to City Council, Filed with City Secretary and Copy Placed in the Keller Public Library (August 15th by Charter)	Tuesday	August 13, 2019
Strategic Planning Workshop with City Council, City Manager, Staff -TBD	Tuesday	August 20, 2019
Council Agenda Item to provide effective and rollback rates to Council	Tuesday	August 20, 2019
Council Agenda Item to Consider Setting the Time and Date for a Public Hearing on the Proposed Tax Rate (if necessary)	Tuesday	August 20, 2019
Proposed Budget Review Workshop for City Council, City Manager and Staff	Tuesday	August 27, 2019
Publish "Notice of Property Tax Rates" in Fort Worth Star Telegram (September 1 by State Law)	Friday	August 30, 2019
Supplemental Certified Tax Values due from Tarrant Appraisal District	Friday	August 30, 2019
Hold First Public Hearing on Proposed FY 2019-20 Tax Rate (if necessary)	Tuesday	September 3, 2019
Publish "Notice of Public Hearing on Budget" in Fort Worth Star Telegram (not later than 10 days prior to budget hearing)	Friday	September 6, 2019
Hold Second Public Hearing on Proposed FY 2019-20 Tax Rate (if necessary)	Tuesday	September 10, 2019
Hold Public Hearing on FY 2019-20 Budget, Ordinance to Adopt the FY 2019-20 Budget, Ordinance to Adopt Tax Rate, Resolution to Ratify Budget (September 27 by Charter)	Tuesday	September 17, 2019
Fiscal Year FY 2019-20 Begins	Tuesday	October 1, 2019



This page intentionally left blank



EXECUTIVE SUMMARY

The Executive Summary provides an analysis of the adopted budget. The section includes a summary of operating funds, a summary of fund balance, detailed analysis of the General Fund and Utility Fund, summary information on other operating funds, a list of proposed capital projects, a five-year operating fund outlook, a summary of personnel changes, and a summary of fund balance changes over 10%.

City of **KELLER**

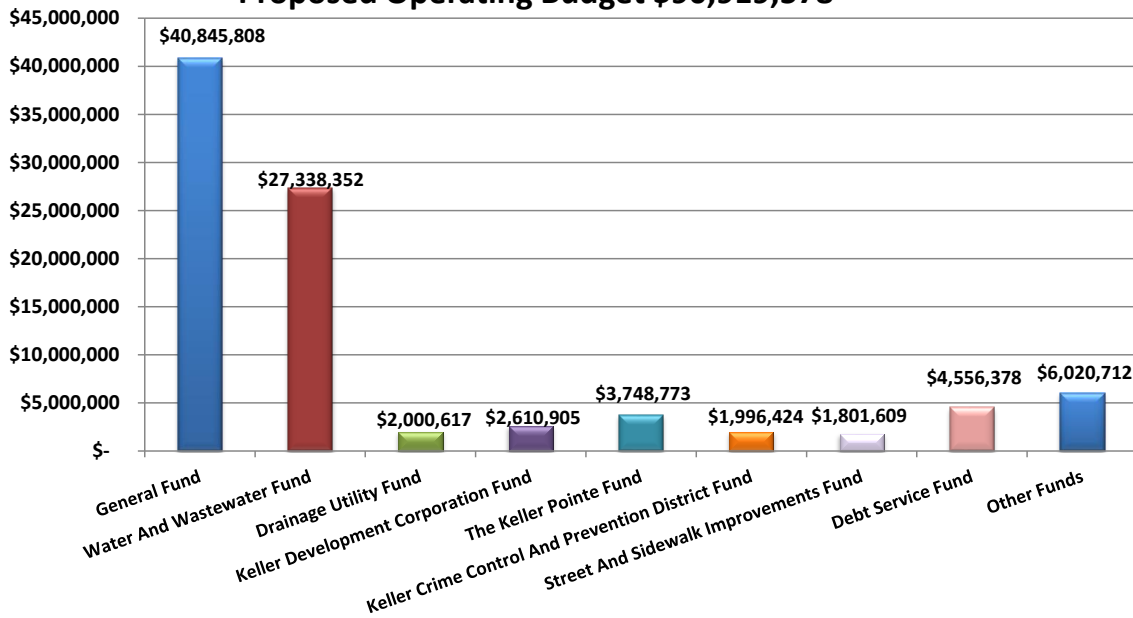


This page intentionally left blank

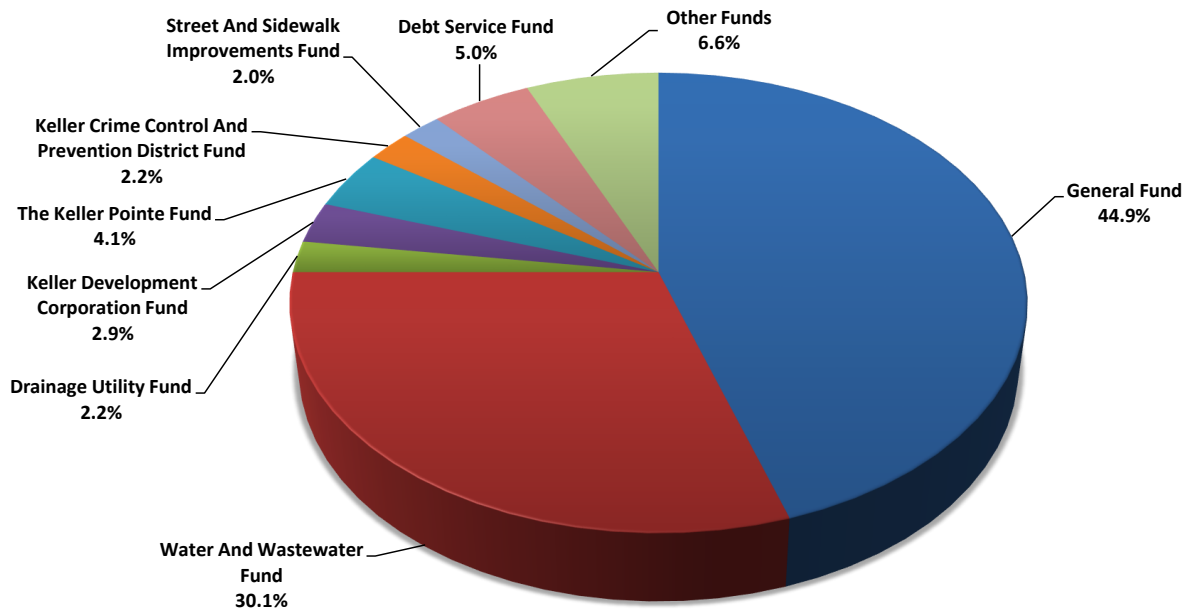
OPERATING BUDGET SUMMARY

The total adopted operating budget for FY 2019-20 is \$90,919,578. The two largest operating funds are the General Fund which comprises \$40,845,808 or 44.9%, and the Utility Fund which comprises \$27,338,352 or 30.1% of the total operating budget, which combines to be \$68,184,160 or 75.0%.

FY 2019-20 City of Keller Proposed Operating Budget \$90,919,578

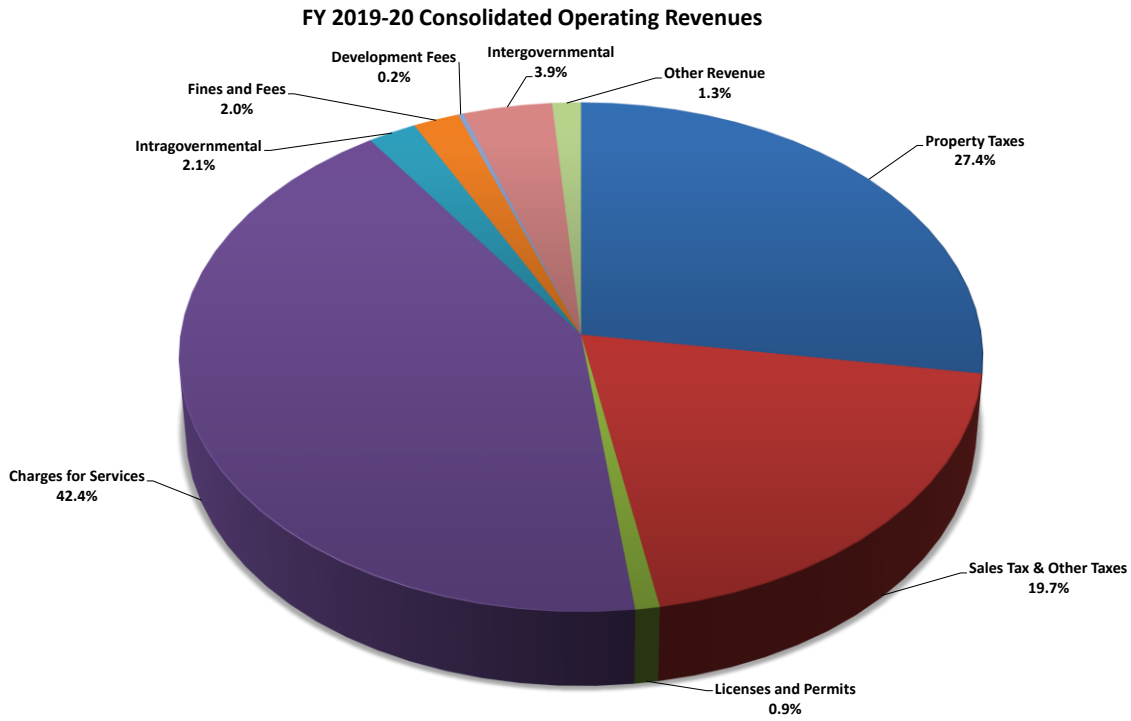


FY 2019-20 Operating Budget



FY 2019-20 Consolidated Operating Fund Revenue Summary

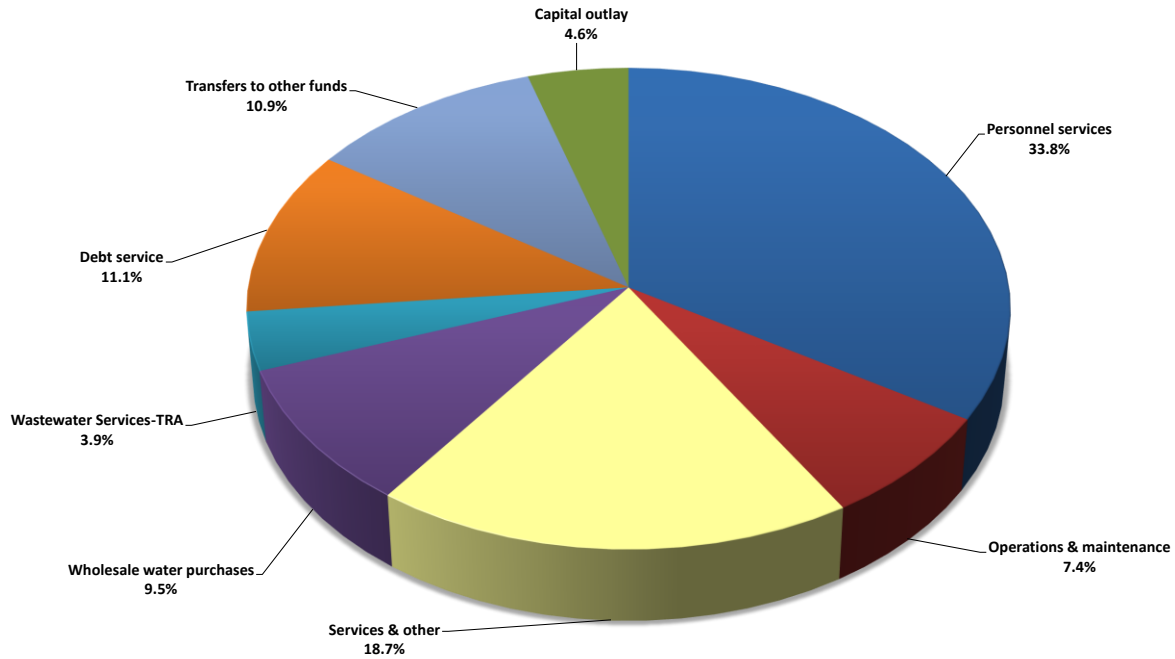
Revenues:	General Fund	Water And Wastewater Fund	Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
Property Taxes	\$ 19,992,361	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,369,666	\$ -	\$ 24,362,027
Sales Tax & Other Taxes	10,909,941	-	-	3,244,137	-	1,546,477	1,622,069	-	159,672	17,482,296
Licenses and Permits	803,607	-	-	-	-	-	-	-	-	803,607
Charges for Services	1,343,417	27,055,604	1,466,270	16,000	3,312,096	-	-	-	4,477,348	37,670,735
Intragovernmental	1,497,936	-	-	-	-	-	-	-	400,000	1,897,936
Fines and Fees	1,085,803	561,448	-	-	-	-	38,651	-	109,146	1,795,048
Development Fees	204,770	-	-	-	-	-	-	-	-	204,770
Intergovernmental	3,451,270	-	-	-	-	20,000	-	-	-	3,471,270
Other Revenue	327,704	116,552	23,956	39,094	50,000	150,000	7,247	10,686	387,835	1,113,074
Total Revenues	\$ 39,616,809	\$ 27,733,604	\$ 1,490,226	\$ 3,299,231	\$ 3,362,096	\$ 1,716,477	\$ 1,667,967	\$ 4,380,352	\$ 5,534,001	\$ 88,800,763



FY 2019-20 Consolidated Operating Fund Expenditure Summary by Category

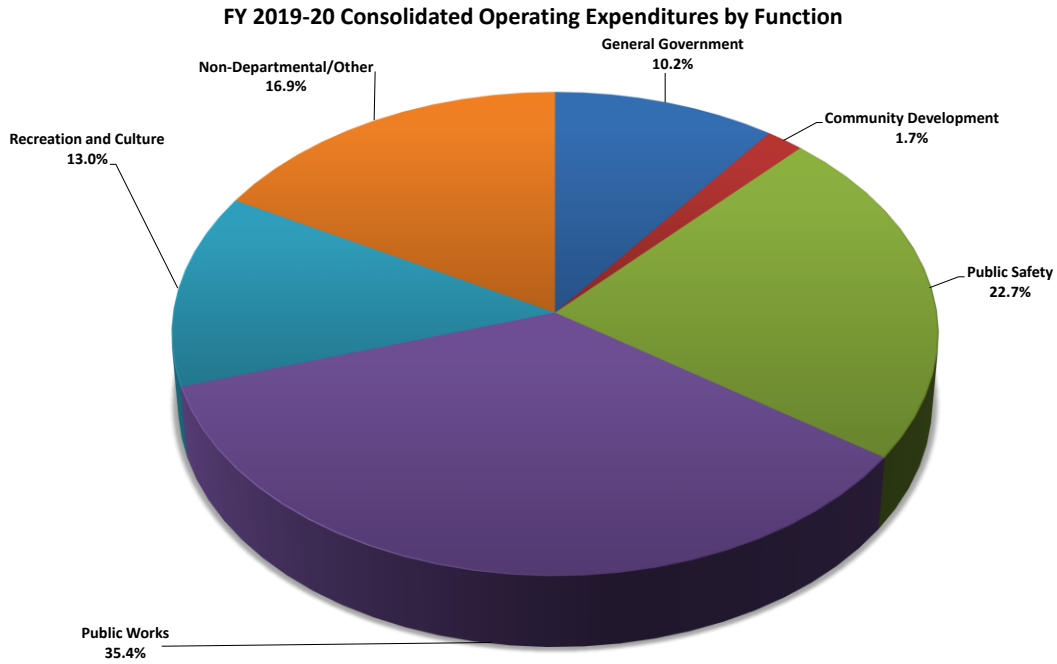
Expenditures By Category:	General Fund	Water And Wastewater Fund	Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
Personnel services	\$ 24,215,411	\$ 3,321,930	\$ 629,191	\$ -	\$ 1,599,593	\$ 101,414	\$ -	\$ -	\$ 906,882	\$ 30,774,421
Operations & maintenance	2,909,881	1,383,296	145,298	25,000	384,009	209,910	-	-	1,686,253	6,743,647
Services & other	9,369,223	4,992,479	631,128	48,036	1,065,529	49,298	-	1,500	886,092	17,043,285
Wholesale water purchases	-	8,614,600	-	-	-	-	-	-	-	8,614,600
Wastewater Services-TRA	-	3,561,059	-	-	-	-	-	-	-	3,561,059
Debt service	-	3,409,988	-	1,583,869	-	529,500	-	4,554,878	-	10,078,235
Transfers to other funds	4,328,293	1,820,000	595,000	715,000	627,222	-	1,801,609	-	-	9,887,124
Capital outlay	23,000	235,000	-	239,000	72,420	1,106,302	-	-	2,541,485	4,217,207
TOTAL ALL FUNDS	\$ 40,845,808	\$ 27,338,352	\$ 2,000,617	\$ 2,610,905	\$ 3,748,773	\$ 1,996,424	\$ 1,801,609	\$ 4,556,378	\$ 6,020,712	\$ 90,919,578

FY 2019-20 Consolidated Operating Expenditures by Category



FY 2019-20 Consolidated Operating Fund Expenditure Summary by Function

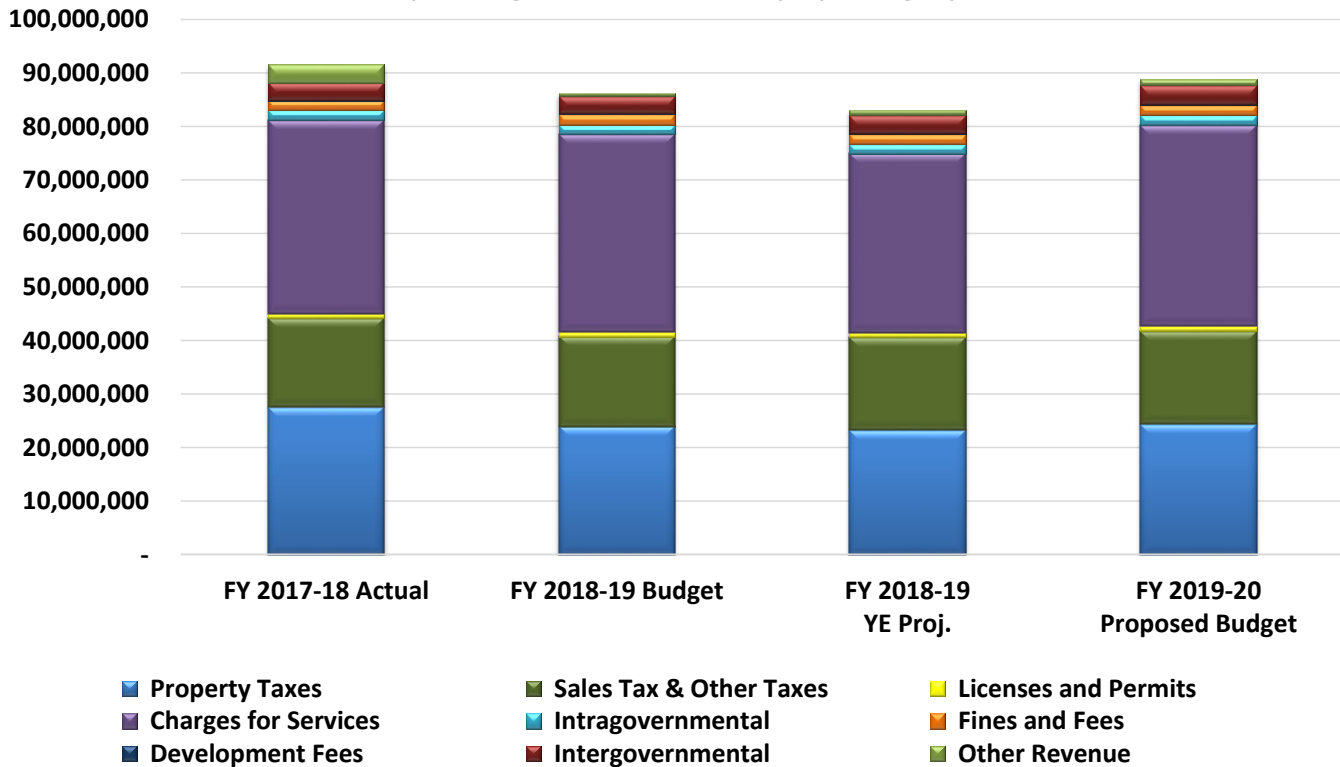
Expenditures	Water And Wastewater Fund		Drainage Utility Fund	Keller Development Corporation Fund	The Keller Pointe Fund	Keller Crime Control And Prevention District Fund	Street And Sidewalk Improvements Fund	Debt Service Fund	Other Funds	Grand Total
By Function:	General Fund									
General Government	\$ 6,625,835	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,684,470	\$ 9,310,305
Community Development	1,587,571	-	-	-	-	-	-	-	-	1,587,571
Public Safety	19,105,686	-	-	-	-	1,466,924	-	-	102,092	20,674,702
Public Works	7,446,653	20,946,959	2,000,617	-	-	-	1,801,609	-	-	32,195,838
Recreation and Culture	5,071,812	-	-	2,610,905	3,748,773	-	-	-	354,565	11,786,055
Non-Departmental/Other	1,008,251	6,391,393	-	-	-	529,500	-	4,556,378	2,879,585	15,365,107
Total Expenditures	\$ 40,845,808	\$ 27,338,352	\$ 2,000,617	\$ 2,610,905	\$ 3,748,773	\$ 1,996,424	\$ 1,801,609	\$ 4,556,378	\$ 6,020,712	\$ 90,919,578
Change in Fund Balance	\$ (1,228,999)	\$ 395,252	\$ (510,391)	\$ 688,326	\$ (386,677)	\$ (279,947)	\$ (133,642)	\$ (176,026)	\$ (486,711)	\$ (2,118,815)



FY 2019-20 OPERATING FUND BUDGET SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Property Taxes	\$ 27,514,821	\$ 23,918,725	\$ 23,271,050	\$ 24,362,027
Sales Tax & Other Taxes	16,726,915	16,802,237	17,359,480	17,482,296
Licenses and Permits	796,241	824,479	803,607	803,607
Charges for Services	36,095,539	36,965,903	33,506,324	37,670,735
Intragovernmental	1,977,660	1,828,744	1,828,744	1,897,936
Fines and Fees	1,722,320	1,939,504	1,798,242	1,795,048
Development Fees	209,184	198,928	241,412	204,770
Intergovernmental	3,182,802	3,160,974	3,258,391	3,471,270
Other Revenue	3,386,689	569,963	954,480	1,113,074
TOTAL REVENUES	\$ 91,612,171	\$ 86,209,457	\$ 83,021,730	\$ 88,800,763

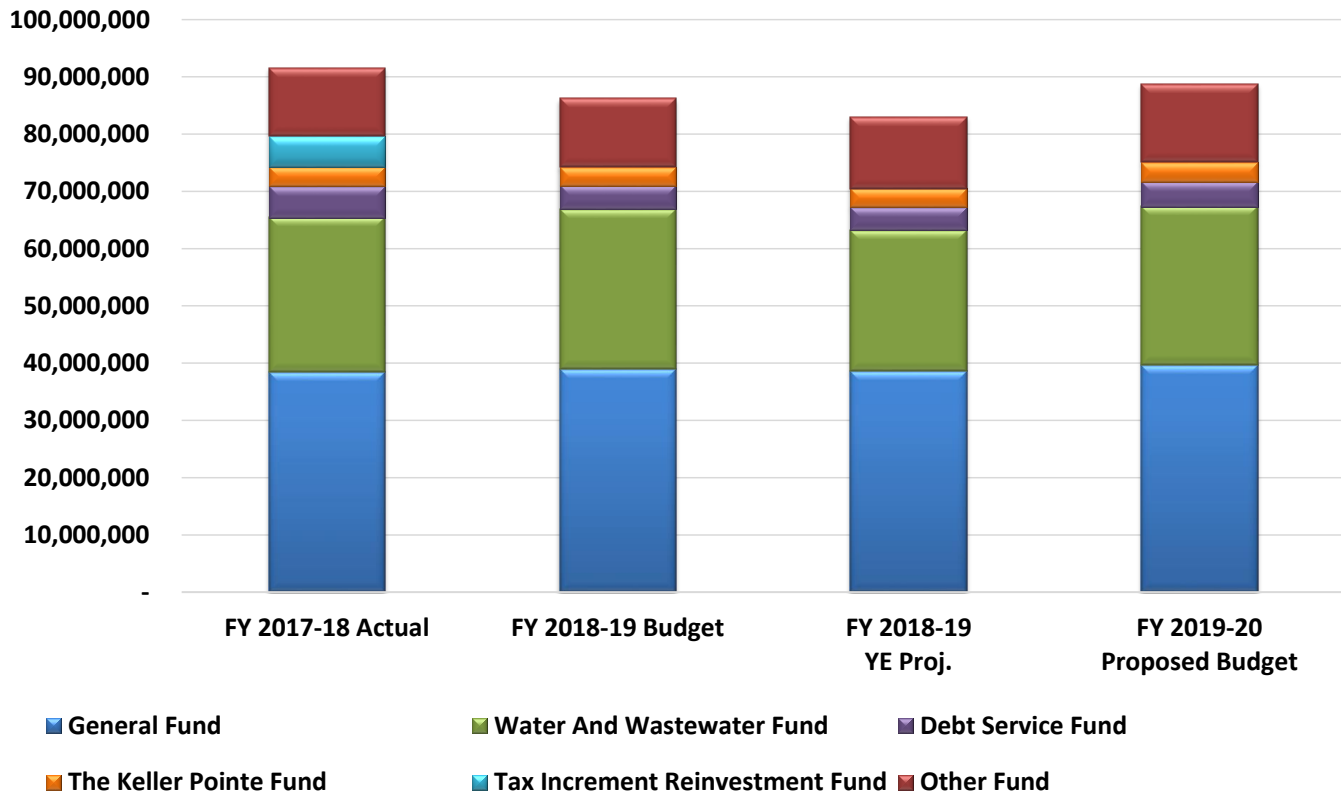
Operating Revenue Summary By Category



FY 2019-20 OPERATING FUND BUDGET SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
General Fund	\$ 38,413,359	\$ 38,922,924	\$ 38,601,108	\$ 39,616,809
Water And Wastewater Fund	27,021,133	27,951,785	24,593,547	27,733,604
Drainage Utility Fund	1,496,242	1,477,446	1,490,226	1,490,226
Keller Development Corporation Fund	3,136,996	3,087,407	3,251,680	3,299,231
The Keller Pointe Fund	3,445,676	3,232,000	3,252,154	3,362,096
Keller Crime Control And Prevention District Fund	1,661,521	1,445,755	1,688,331	1,716,477
Street And Sidewalk Improvements Fund	1,537,338	1,581,598	1,644,191	1,667,967
Debt Service Fund	5,450,587	4,137,572	4,064,614	4,380,352
Information Technology Fund	2,290,381	2,194,208	2,194,208	2,308,655
Public Safety Special Revenue Fund	(21,812)	66,951	66,951	68,078
Recreation Special Revenue Fund	286,621	295,100	281,095	281,095
Municipal Court Special Revenue Fund	96,254	134,823	112,121	112,121
Public Education And Government Cable Franchise Fee Fund	138,964	142,870	165,272	165,272
Community Clean-Up Fund	38,764	34,071	38,001	38,001
Tax Increment Reinvestment Fund	5,268,911	-	-	-
Fleet Replacement Fund	943,395	1,104,847	1,157,732	2,140,280
Facility Capital Replacement Fund	407,843	400,100	420,499	420,499
TOTAL REVENUES	\$ 91,612,171	\$ 86,209,457	\$ 83,021,730	\$ 88,800,763

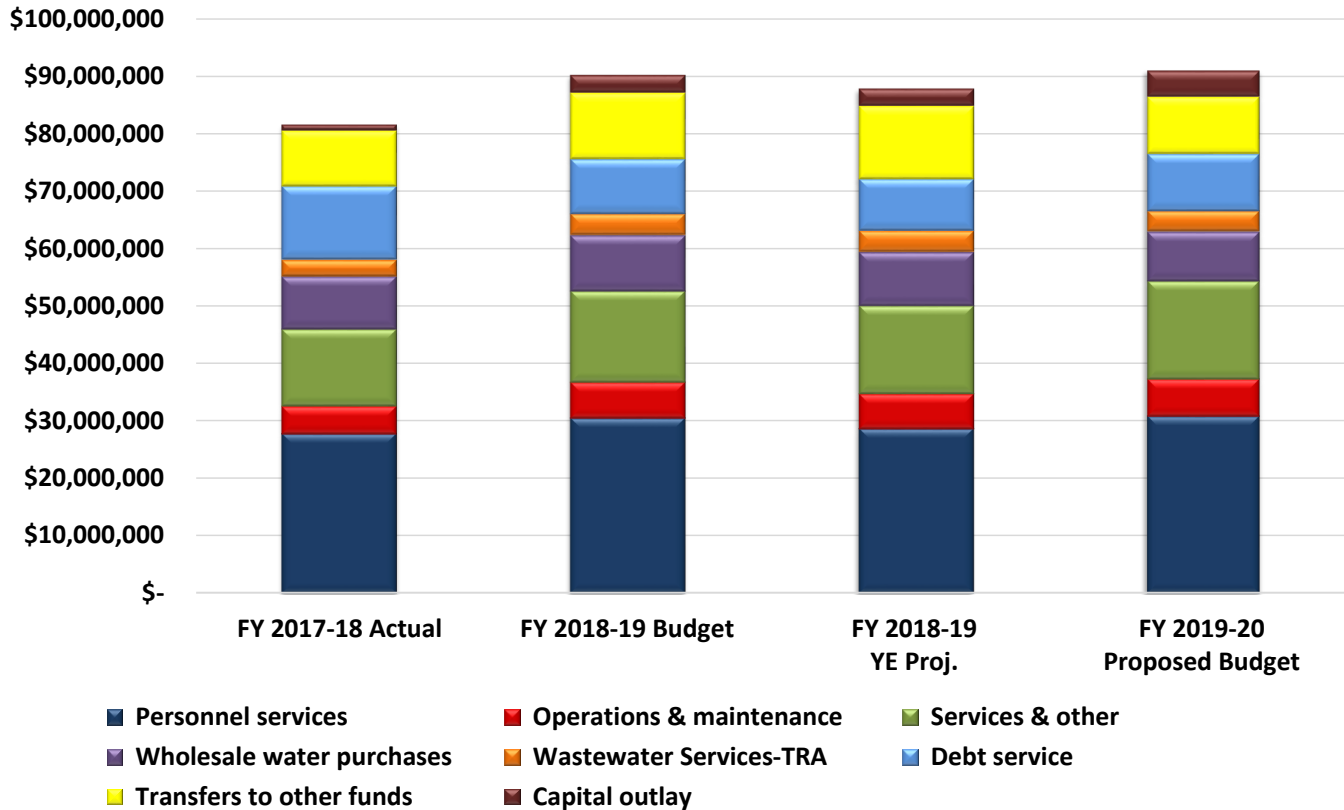
Operating Revenue Summary By Fund



FY 2019-20 OPERATING FUND BUDGET SUMMARY

EXPENDITURES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Personnel services	\$ 27,750,472	\$ 30,422,612	\$ 28,594,147	\$ 30,774,421
Operations & maintenance	4,858,015	6,297,666	6,119,247	6,465,547
Services & other	13,378,109	15,845,287	15,312,368	17,043,285
Wholesale water purchases	9,225,455	9,715,501	9,383,112	8,614,600
Wastewater Services-TRA	2,884,013	3,700,836	3,684,907	3,561,059
Debt service	12,811,028	9,636,424	9,078,674	10,078,235
Transfers to other funds	9,729,891	11,508,812	12,715,766	9,887,124
Capital outlay	1,035,207	3,069,133	2,970,948	4,495,307
TOTAL EXPENDITURES	\$ 81,672,191	\$ 90,196,271	\$ 87,859,169	\$ 90,919,578

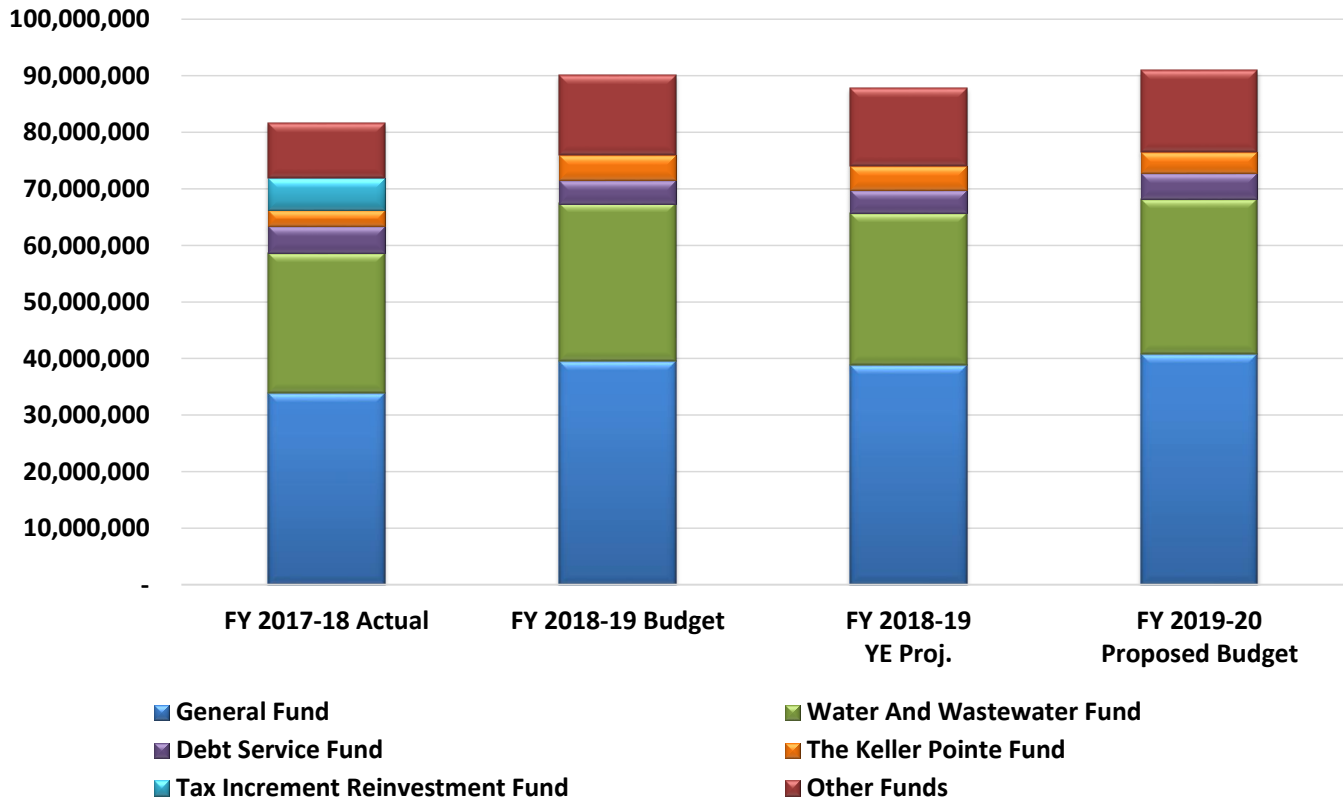
Operating Expenditure Summary By Category



FY 2019-20 OPERATING FUND BUDGET SUMMARY

EXPENDITURES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
General Fund	\$ 33,871,367	\$ 39,472,439	\$ 38,851,564	\$ 40,845,808
Water And Wastewater Fund	24,844,653	27,963,085	26,822,550	27,338,352
Drainage Utility Fund	1,276,599	1,690,528	1,445,004	2,000,617
Keller Development Corporation Fund	2,715,603	4,730,011	4,831,865	2,610,905
The Keller Pointe Fund	2,812,115	4,478,286	4,335,806	3,748,773
Keller Crime Control And Prevention District Fund	976,490	1,753,956	1,624,956	1,996,424
Street And Sidewalk Improvements Fund	1,528,012	1,526,609	1,526,609	1,801,609
Debt Service Fund	4,691,317	4,082,450	4,082,450	4,556,378
Information Technology Fund	2,090,925	2,217,307	2,129,299	2,613,870
Public Safety Special Revenue Fund	35,712	67,951	67,820	65,152
Recreation Special Revenue Fund	504,154	289,596	247,193	289,413
Municipal Court Special Revenue Fund	91,081	108,934	108,934	102,092
Public Education And Government Cable Franchise Fee Fund	109,836	128,600	98,600	70,600
Community Clean-Up Fund	-	33,631	33,631	33,631
Tax Increment Reinvestment Fund	5,703,833	-	-	-
Fleet Replacement Fund	397,384	1,265,788	1,265,788	2,567,854
Facility Capital Replacement Fund	23,110	387,100	387,100	278,100
TOTAL EXPENDITURES	\$ 81,672,191	\$ 90,196,271	\$ 87,859,169	\$ 90,919,578

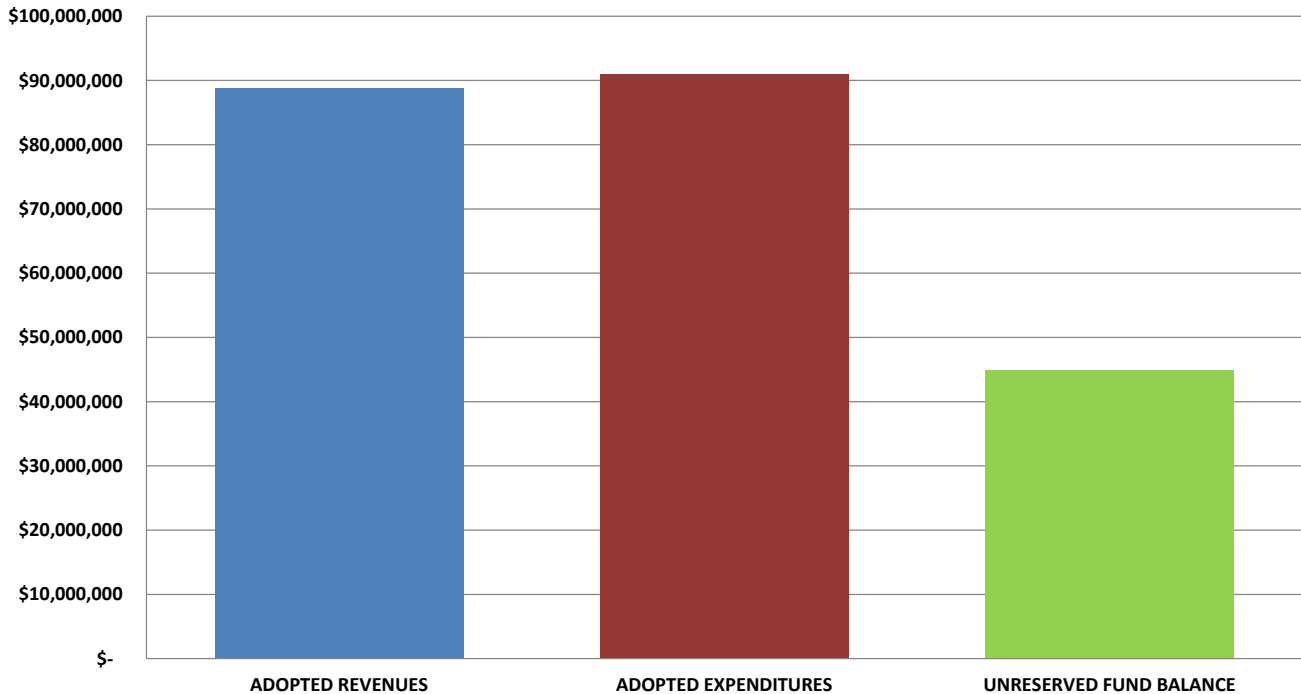
Operating Expenditure Summary By Fund



FY 2019-20 CONSOLIDATED PROJECTED FUND BALANCES

	9/30/2018 Unreserved Fund Balance	FY 2018-19 YE Proj. Revenues	FY 2018-19 YE Proj. Expenditures	9/30/2019 Projected Unreserved Fund Balance	FY 2019-20 Proposed Revenues	FY 2019-20 Proposed Expenditures	9/30/2020 Projected Unreserved Fund Balance
General Fund	\$ 21,186,359	\$ 38,601,108	\$ 38,851,564	\$ 23,222,007	\$ 39,616,809	\$ 40,845,808	\$ 21,993,007
Water And Wastewater Fund	6,507,568	24,593,547	26,822,550	4,278,565	27,733,604	27,338,352	4,673,817
Drainage Utility Fund	2,029,009	1,490,226	1,445,004	2,074,231	1,490,226	2,000,617	1,563,840
Keller Development Corporation Fund	4,006,549	3,251,680	4,831,865	2,426,364	3,299,231	2,610,905	3,114,690
The Keller Pointe Fund	2,445,761	3,252,154	4,335,806	1,362,109	3,362,096	3,748,773	975,432
Keller Crime Control And Prevention District Fund	4,879,625	1,688,331	1,624,956	4,943,000	1,716,477	1,996,424	4,663,053
Street And Sidewalk Improvements Fund	524,065	1,644,191	1,526,609	641,647	1,667,967	1,801,609	508,005
Debt Service Fund	2,746,395	4,064,614	4,082,450	2,728,559	4,380,352	4,556,378	2,552,533
Information Technology Fund	1,178,613	2,194,208	2,129,299	1,243,522	2,308,655	2,613,870	938,307
Public Safety Special Revenue Fund	85,390	66,951	67,820	84,521	68,078	65,152	87,447
Recreation Special Revenue Fund	149,921	281,095	247,193	183,823	281,095	289,413	175,505
Municipal Court Special Revenue Fund	201,832	112,121	108,934	205,019	112,121	102,092	215,048
Public Education And Government Cable Franchise Fee Fund	461,691	165,272	98,600	528,363	165,272	70,600	623,035
Community Clean-Up Fund	236,457	38,001	33,631	240,827	38,001	33,631	245,197
Fleet Replacement Fund	2,113,513	1,157,732	1,265,788	2,005,457	2,140,280	2,567,854	1,577,883
Facility Capital Replacement Fund	785,214	420,499	387,100	818,613	420,499	278,100	961,012
TOTAL	\$ 49,537,962	\$ 83,021,730	\$ 87,859,169	\$ 46,986,627	\$ 88,800,763	\$ 90,919,578	\$ 44,867,812

FY 2019-20 Operating Budget Fund Balance Summary



FY 2019-20 STATISTICAL ANALYSIS

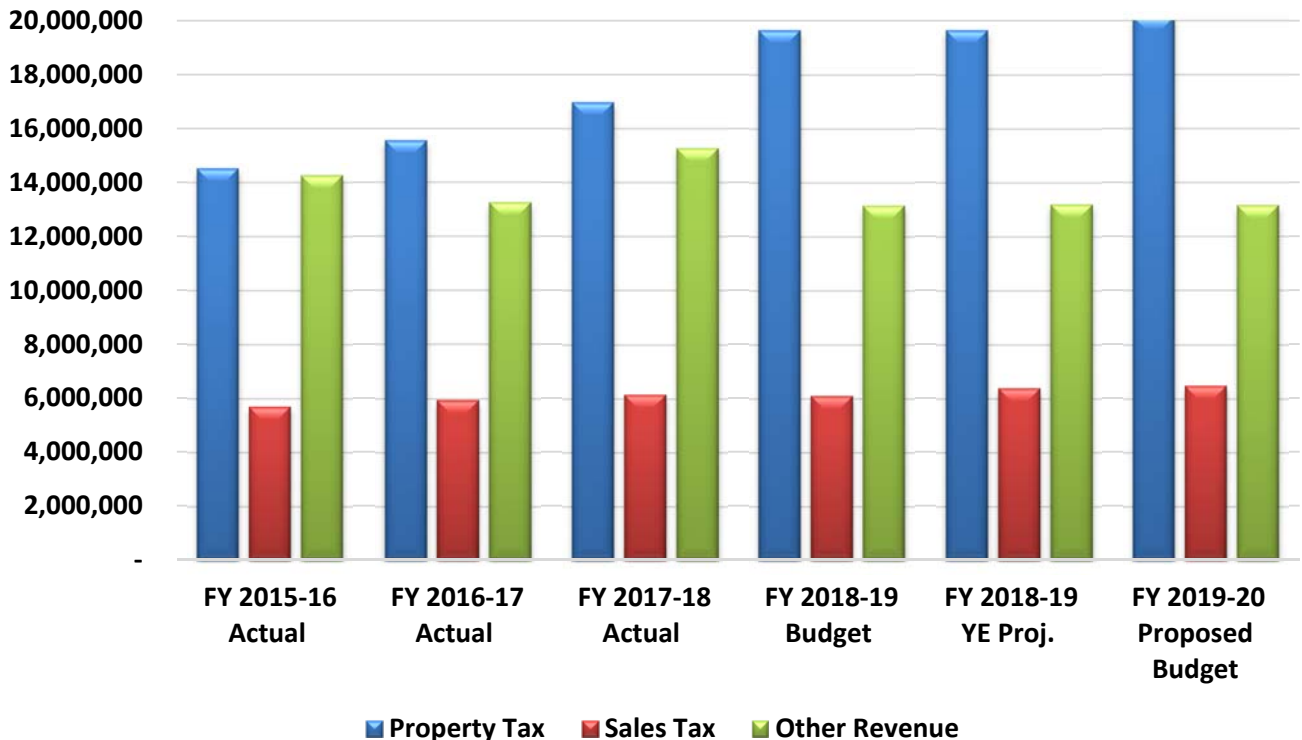
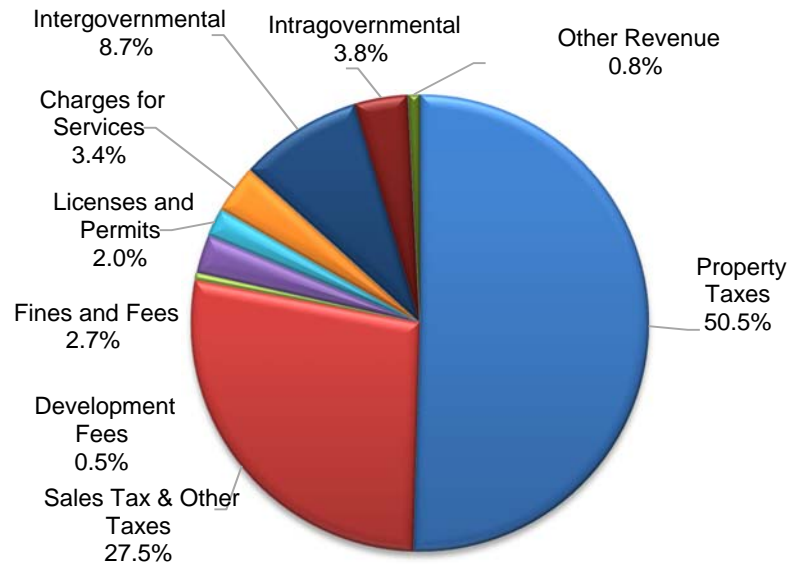
This statistical analysis summarizes the FY 2019-20 Proposed Budget by providing a summary of the revenue and expenditures of the city's various funds and provides a comparison to FY 2018-19 budget and year-end projections.

GENERAL FUND

Revenue Assumptions:

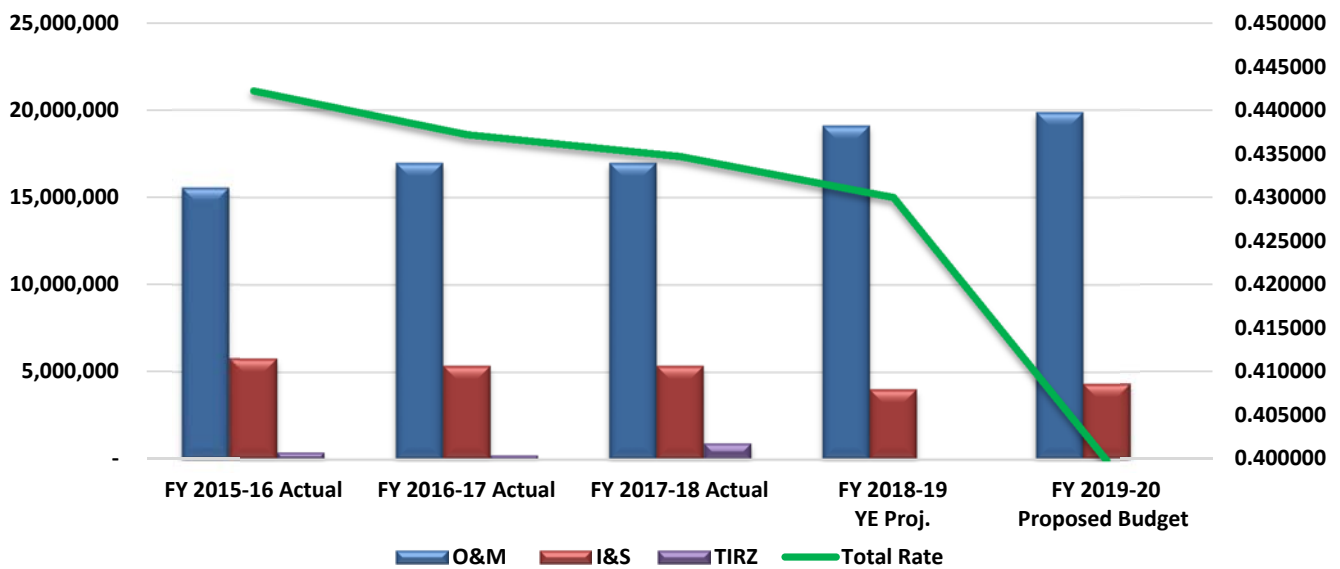
The budget takes a conservative approach in dealing with revenues, especially growth-oriented revenues. Proposed revenues for FY 2019-20 are \$39,616,809 and assume an overall increase of 1.78% over the FY 2018-19 budget and an overall increase of 2.63% from FY 2018-19 projections. Funding of the city's General Fund operations is derived from eight major revenue categories, with ad valorem tax being the largest category at 50.5% and sales and other taxes the second largest at 27.5%. The pie chart shows the revenue percentage breakdown by category and the bar graph shows the growth of ad valorem tax, sales 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 2019-20 rate is \$0.399900 per \$100 of taxable value (/100), which is a decrease of \$0.01335/100 from the FY 2018-19 rate and is under both the rollback and effective tax rates. The total levy will increase by \$427,546 or 1.8%, and of the increased levy \$527,286 (over 100%) is related to new growth. For the average household, the taxable value has increased from \$339,361 to \$355,394 which reflects a homestead exemption increase from 10% to 12%. With the lowered ad valorem rate and the increased homestead exemption, the average home ad valorem levy increase is \$18.81 or \$1.57 per month. Without the increased exemption and rate reduction, the average household levy would have increased by \$77.42 or \$6.45 per month. The estimated property tax revenue for FY 2019-20 is \$24,362,027 for all funds.

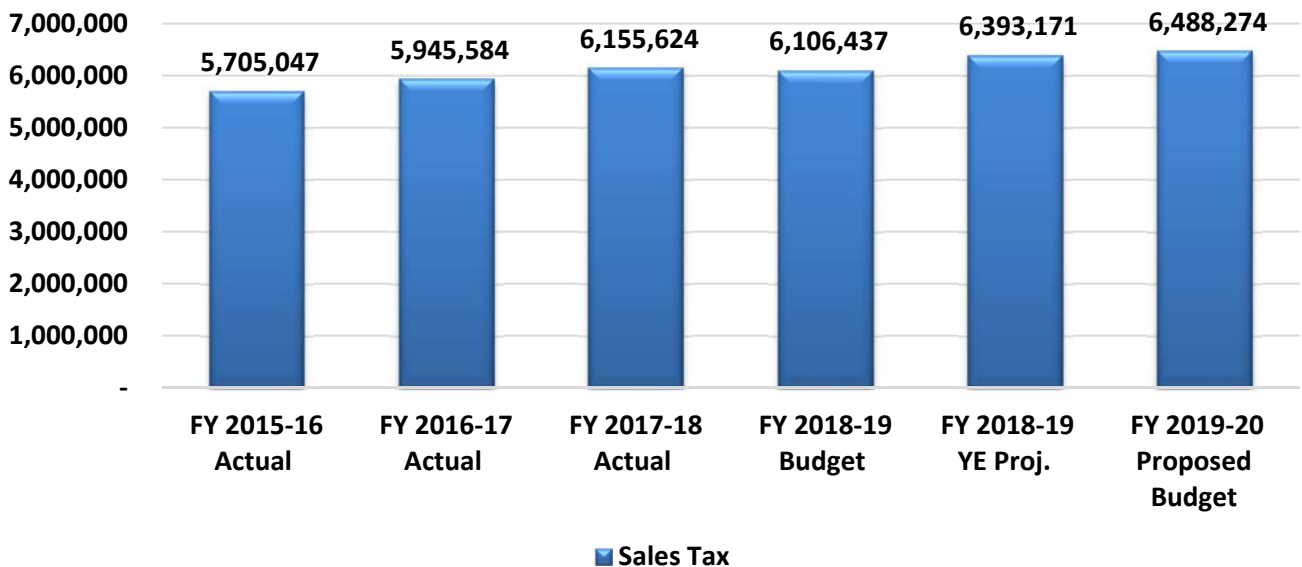


The Operations and Maintenance (O&M) rate is \$0.318276/\$100, which is a decrease from the FY 2018-19 rate of \$0.332943/\$100. O&M revenue is anticipated to be \$19,875,273 or 82.2% of property tax collected. The General Fund property tax growth will increase by \$775,239 or 4.06%. When the debt requirements are removed from the General Fund growth, the O&M levy increase is \$1,058,523 or 6.1%. The interest and sinking rate (I&S) is \$0.081624/\$100 and is a slight increase from the FY 2018-19 rate of \$0.080307/\$100. I&S revenue is anticipated to be \$4,295,142, which is an increase of \$245,369 or 6.0%.

Sales and Use Tax Collections:

FY 2019-20 Budget	\$6,488,274	
% of Fund Revenue	21.0%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$381,837	6.25%
FY 2018-19 Projection	\$95,103	1.5 %

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 2015; and a 1/4-cent going to the Keller Crime Control District, as approved by voters in November 2001. The FY 2019-20 sales tax revenue is \$12,900,957, and of this amount approximately half, or \$6,488,274, will go to the General Fund. Sales tax is approximately 5.9% up over this time last year. It is important to note, however, several one-time audits the city benefited from skewed this number. With the one-times removed, sales tax is approximately 2.7% up over this time last year. For FY 2019-20, the city is anticipating conservative growth in sales tax of 1.5% from year-end projections.



Other Taxes (Franchise Fees & Mixed Beverage Tax):

FY 2019-20 Budget	\$4,421,667	
% of Fund Revenue	11.1 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$(151,301)	(3.3) %
FY 2018-19 Projection	\$(77,443)	(1.7) %

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 reflect decreasing cable franchise fees. Electric franchise fees have been decreasing as rates continue to lower and telecommunications franchise fees have decreased as cable subscriptions continue to decline. Other noticeable decreases in revenue are anticipated as a result of SB 1152, which relates to the payment of certain fees to municipalities by entities that provide

telecommunications, cable or video services. Specifically, a loss of \$149,887 in revenue is anticipated as a result of this legislation. Mixed beverage tax is related to mixed alcohol beverage sales in restaurants and pubs within the city and is showing positive growth.

Licenses and permits:

FY 2019-20 Budget	\$ 803,607	
% of Fund Revenue	2.0 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$(20,872)	(2.5) %
FY 2018-19 Projection	\$ -	- %

Licenses and permits include building permits and fees, plumbing permits, mechanical permits, electrical permits, fence permits, and sign and other miscellaneous permits. Overall, development activity appears to be decreasing as the city reaches build-out, which is reflected in the reduced revenue budget for FY 2019-20. The major revenue item in this category is building permits, which are projected to be \$673,523 in FY 2019-20, a decrease of \$33,473 from the FY 2018-19 budget.

Charges for Services:

FY 2019-20 Budget	\$1,343,417	
% of Fund Revenue	3.4 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (81,936)	(5.75) %
FY 2018-19 Projection	\$ -	- %

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 \$972,404 of the total for FY2019-20. The city uses five-year averaging for these service charges to create revenue estimates for the upcoming year. Year-end projections for some revenues are higher than the adopted budget as they are higher than the five-year average.

Fines and Fees:

FY 2019-20 Budget	\$1,085,803	
% of Fund Revenue	2.7 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$(127,271)	(10.5) %
FY 2018-19 Projection	\$ -	- %

Fines and fees include Municipal Court 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.

Development Fees:

FY 2019-20 Budget	\$ 204,770	
% of Fund Revenue	0.5 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 5,842	2.9 %
FY 2018-19 Projection	\$ (36,642)	(15.2) %

Development Fees include paving and drainage inspection, construction plan review, zoning and subdivision fees, and developer fees-street lighting. Generally, the city uses five-year averaging for these service charges to create revenue estimates for the upcoming year.

Intragovernmental Revenue:

FY 2019-20 Budget	\$1,497,936		
% of Fund Revenue	3.8 %		
<u>Compared to</u>	<u>\$</u>	<u>Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 69,192		4.8 %
FY 2018-19 Projection	\$ 69,192		4.8 %

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 increases or decreases as the Water and Wastewater Fund asset value increases or decreases.

Intergovernmental Revenue:

FY 2019-20 Budget	\$3,451,270		
% of Fund Revenue	8.7 %		
<u>Compared to</u>	<u>\$</u>	<u>Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 310,296		9.9 %
FY 2018-19 Projection	\$ 212,879		6.6 %

Intergovernmental revenue includes revenues from the Town of Westlake of \$1,067,785 for police operation services resulting from a contract between Keller and Westlake; from the City of Southlake of \$1,259,266 for combined jail, communications and animal adoption services; from the City of Colleyville of \$913,697 for combined jail, communications and animal adoption services; and reimbursements from the Keller Independent School District of \$171,522 for funding of a school resource officer at Keller High School. Increases in personnel and service costs are shared with our regional partners and are reflected in the additional revenues.

Other Revenues:

FY 2019-20 Budget	\$ 327,704		
% of Fund Revenue	0.8 %		
<u>Compared to</u>	<u>\$</u>	<u>Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 109,942		50.49 %
FY 2018-19 Projection	\$ -		-%

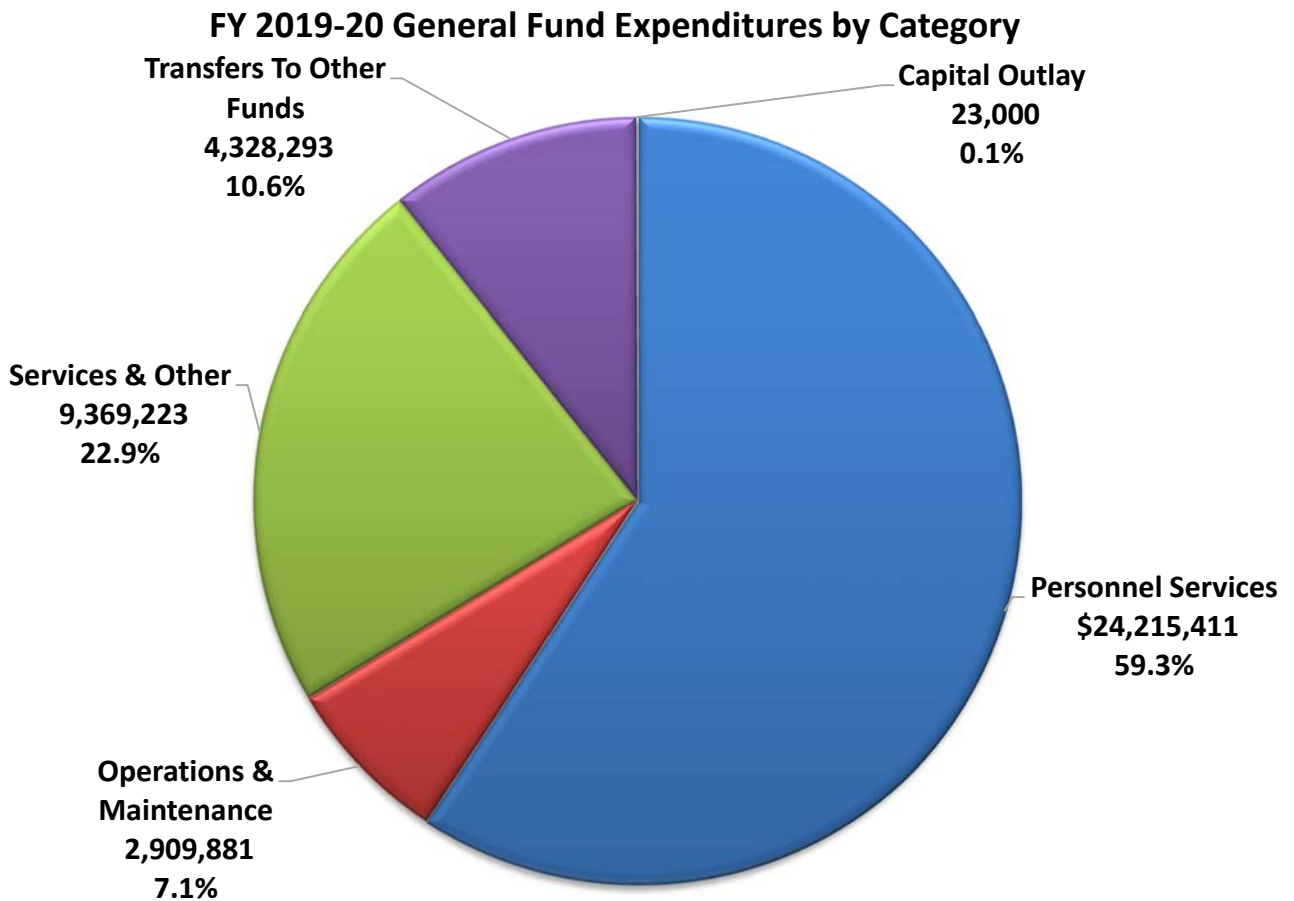
Other Revenues include interest revenue, miscellaneous revenue and rebates, and public art donations. These vary depending on interest rates and various donations. Year-end projections and FY 2019-20 adopted revenue reflect a five-year-trend approach to budgeting interest income compared to recent increase return on investments.

Expenditure Synopsis:

The General Fund expenditures total \$40,845,808 for FY 2019-20, which is an increase of \$1,373,369, or 3.48%, from the FY 2018-19 budget and an increase of \$1,994,243 or 5.13% 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 2019-20 account category expenditures.



Personnel Services:

FY 2019-20 Budget	\$24,215,411	
% of Fund Expenditures	59.3%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$313,453	1.3 %
FY 2018-19 Projection	\$1,569,633	6.9 %

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, vacancies, and re-organizations within the city during FY 2018-19. There is a proposal for 1.25% market adjustment for certain Public Safety employees as the market dictated and that were not at the top of the pay range and the city will continue the step plans for sworn and certified employees at 2% annually. The city believes this is a sustainable plan and can be maintained over time. Civilian staff compensation is a potential total of 3.25% compensation increase with 1.75% being related to a market adjustment for all employees and another 1.5% merit increase based upon performance. Due to diligent work by the Human Resources Department, the city was able to negotiate a manageable increase of 5% to health insurance costs for FY 2019-20. The current and prior year saw no increase to health insurance costs, meaning health insurance costs have only increased the equivalent of 1.67% annually over the past three years. In addition to changes to compensation, the city is adding a police officer for coverage in Westlake and a dispatcher. The officer will cost \$94,768, but is offset by an increase in the Westlake agreement for a net impact to the budget of \$0. The dispatcher will cost \$66,886, but is offset by regional partnership agreements with Southlake and Colleyville for a net impact to the budget of \$19,923.

As part of the conservative approach to budgeting, the city does not budget for vacancy savings. It is anticipated that the City Council will approve a FY 2018-19 budget amendment to transfer \$1,000,000 in vacancy savings to a self-insurance fund as part of a long-term goal to be self-insured. Currently, the FY 2019-20 personnel budget increased by 1.3% from the FY 2018-19 budget. With the proposed self-insurance amendment reducing personnel costs for the current year, FY 2019-20 personnel costs will see an increase of \$1,313,453 or 5.7%.

Operations & Maintenance:

FY 2019-20 Budget	\$2,909,881	
% of Fund Expenditures	7.4 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 302,588	11.6 %
FY 2018-19 Projection	\$ 393,300	15.6 %

Operations and maintenance expenditures include major categories of supplies, equipment, street, grounds and building maintenance costs. Approximately \$300,000 of the growth in operations and maintenance expenditures can be largely attributed to re-categorizing the annual Tarrant County Street Maintenance project from a transfer to the Street CIP fund to an operations and maintenance line-item.

Services & other:

FY 2019-20 Budget	\$9,369,223		
% of Fund Expenditures	22.9 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ 1,070,635	12.9 %	
FY 2018-19 Projection	\$ 1,335,761	16.63 %	

Services and other expenditures include expenditures for professional and legal services, utilities, liability insurance premiums and other general expenditures. The Office Equipment Lease increased by \$184,177 as a result of new finance software. Additionally, economic development incentives increased by \$441,722. The Vehicle Equipment Lease increased by \$185,000 in relation to the purchase of a replacement Gradall excavator, by \$138,023 in relation to the establishment of the Fire/EMS Equipment Replacement program, and by \$213,000 for the replacement of the Fire Department's self-contained breathing equipment. In 2019 the city also replaced a dump truck, which increased the vehicle equipment lease by \$152,000, and landscape services increased by \$61,000 as a result of Parks and Recreation contracting out this service.

Transfers to other funds:

FY 2019-20 Budget	\$ 4,328,293		
% of Fund Expenditures	10.6 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ (279,307)	(6.06) %	
FY 2018-19 Projection	\$ (1,279,307)	(22.81) %	

Transfers to other funds reflects the annual Facility Equipment Replacement Fund transfer from the General Fund for \$400,000, the annual Recreation Special Revenue transfer for \$47,600, and the transfer to capital project funds for the General Fund cash funding of various capital projects. For FY 2019-20, the General Fund will fund the North Tarrant Parkway and Lakeview traffic channelization project for \$150,000, two UPRR pedestrian crossings for \$150,000, West Vine Street drainage improvements for \$25,000, roundabout at Bear Creek and Whitley for \$1,229,000 and the Johnson Road Reconstruction project for \$2,000,000. For FY 2018-19, the General Fund provided seed money for the new Senior Activities Center at Johnson Road Park at \$1,600,000, the Johnson Road reconstruction project for \$1,000,000, a roundabout at Bear Creek and Whitley for \$925,000, the annual Tarrant County street construction project for \$350,000, the annual sidewalk construction and repair project for \$160,000, and a signal at Bear Creek and Keller-Smithfield for \$125,000. In addition, a budget amendment was approved at the end of the fiscal year to set aside \$1,200,000 for self-insurance funding.

Capital Outlay:

FY 2019-20 Budget	\$ 23,000		
% of Fund Expenditures	0.6 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ (34,000)	(59.6) %	
FY 2018-19 Projection	\$ (25,143)	(52.23) %	

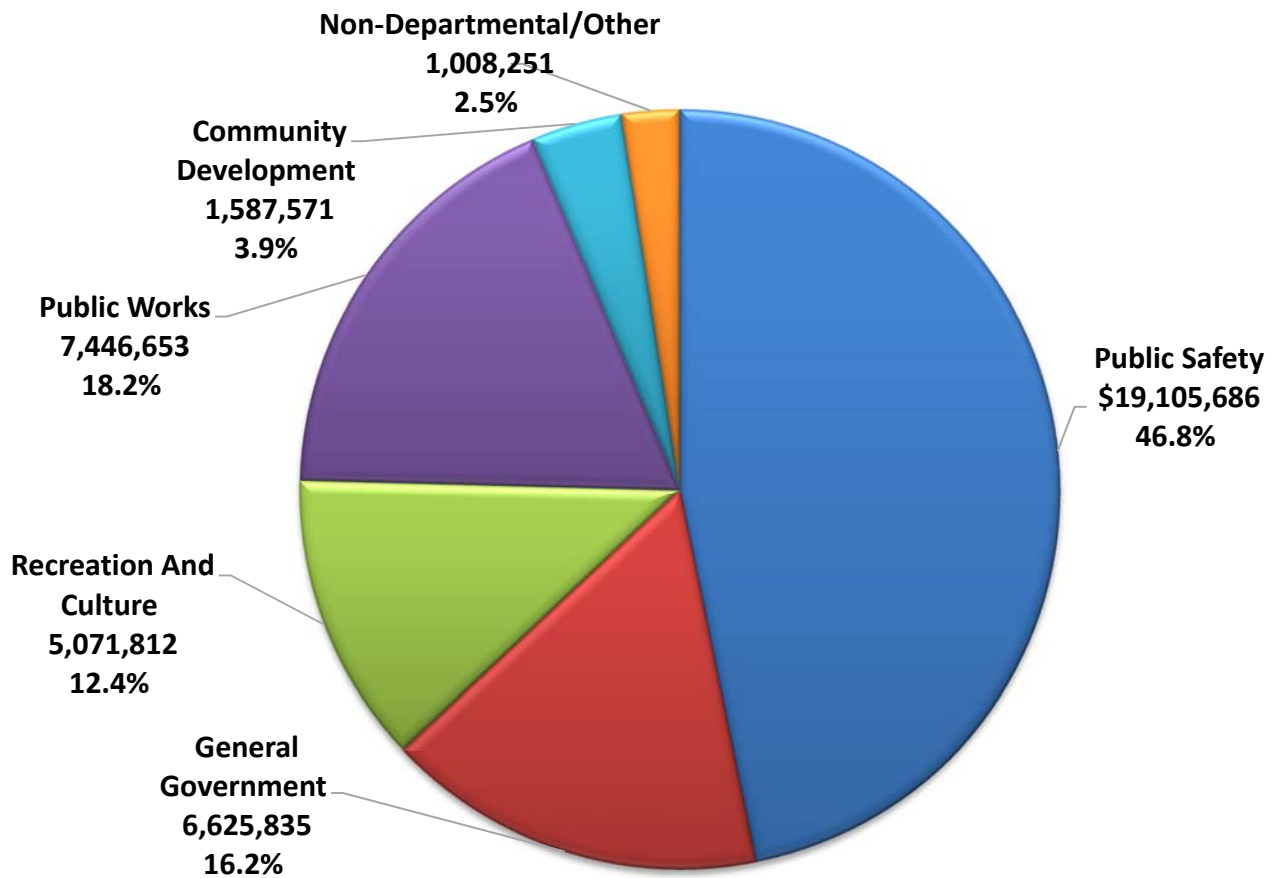
Capital outlay includes expenditures for new assets, or replacements or improvements to existing assets over \$5,000 and anticipated useful life over one year. For FY 2019-20, capital outlay expenditures decreased by close to 60% compared to the FY2018-19 budget. Capital outlay expenditures for FY 2019-

20 include \$13,000 for office furniture replacements and \$10,000 for outdoor warning siren radio channel and repeater. In FY 2018-19, capital outlay included funds for three thermal imaging camera replacements for \$24,000, a new brine storage and applicator related to inclement weather road conditions for \$11,250, a new respiratory fit test machine for \$10,000, and office furniture replacements for \$13,000.

Expenditures by Activity

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 2019-20 departmental expenditures and a brief description are given comparing the departments to the FY 2018-19 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.

FY 2019-20 General Fund Expenditures by Function



Public Safety:

FY 2019-20 Budget	\$19,105,686	
% of Fund Expenditures	46.8 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 786,343	4.3 %
FY 2018-19 Projection	\$ 1,332,513	7.5 %

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 \$396,355. This is related to the market adjustments and the 2% step plan as discussed in the personnel section. While personnel costs for both departments have increased, FY 2018-19 year-end projections indicate salary savings. In FY 2019-20, the city is adding an additional police officer for coverage in Westlake and a dispatcher. The officer will cost \$94,768, but is offset by an increase in the Westlake agreement for a net impact to the budget of \$0. The dispatcher will cost \$66,886, but is offset by regional partnership agreements with Southlake and Colleyville for a net impact to the budget of \$19,923. Public safety expenditures for FY 2019-20 include \$138,023 for the creation of the Fire/EMS replacement fund. Expenditures for FY 2019-20 also include a one-time expenditure of \$213,000 for self-contained breathing apparatus replacements. The FY 2018-19 budget included funds for vehicles, a replacement fire pumper, replacement thermal imaging cameras, and a respiratory fit machine.

General Government

FY 2019-20 Budget	\$6,625,835	
% of Fund Expenditures	16.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 391,494	6.28 %
FY 2018-19 Projection	\$ 759,091	12.94 %

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. For FY 2019-20, Economic Development includes funding for economic development incentives of \$1,090,436. FY 2019-20 also includes \$108,302 for new finance software. During FY 2018-19, the administration division of the Administration Department reduced personnel by removing a part-time receptionist position. Using savings from this vacancy, Community Development has reclassified an intern position to a planning technician.

Recreation & Culture:

FY 2019-20 Budget	\$5,071,812	
% of Fund Expenditures	12.4 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (106,638)	(2.06) %
FY 2018-19 Projection	\$ 276,094	5.76 %

The recreation & culture function includes the Keller Public Library, Keller Senior Activities Center, Keller Sports Park, Parks & City Grounds, and Keller Town Center. For FY 2019-20, the Parks and Recreation personnel services budget decreased \$183,640. These savings are mainly related to landscaping services being contracted out, which also results in an increase in landscape services costs of \$79,196. While the Keller Public Library had vacancy savings this year, FY 2019-20 anticipates full staffing.

FY 2019-20 Budget	\$7,446,653
-------------------	-------------

Public Works:

% of Fund Expenditures	18.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 1,821,642	32.38 %
FY 2018-19 Projection	\$ 1,951,871	35.52 %

The Public Works function is related to Street Maintenance, Engineering & Inspections, Street Lighting and Public Works Administration. For FY 2019-20 the budget includes one-time capital project fund transfers for the Johnson Road reconstruction for \$2,000,000, the Bear Creek and Whitley Roundabout for \$1,229,000, the North Tarrant Parkway and Lakeview Drive channelization project for \$150,000, two UPRR Pedestrian crossings for \$150,000, and the West Vine Street drainage project for \$25,000. In addition, FY 2019-20 also includes funds for a replacement Gradall Excavator for \$185,000. The FY 2018-19 budget included one-time capital fund transfers for the Johnson Road reconstruction for \$2,000,000, the Bear Creek and Whitley Roundabout for \$925,000, and the northern Bear Creek Parkway and Keller-Smithfield Road signal for \$125,000.

Community Development:

FY 2019-20 Budget	\$1,587,571	
% of Fund Expenditures	3.9 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 81,662	5.4 %
FY 2018-19 Projection	\$ 275,809	21.0 %

Community Development is broken out into two sections: Planning and Zoning, and Building and Construction Services. Using savings from the Administration Department vacancy, the Community Development Department was able to reclassify an intern position to a planning technician. Changes in personnel services account for approximately \$70,000 of the increase in expenditures.

Non-Departmental/Other:

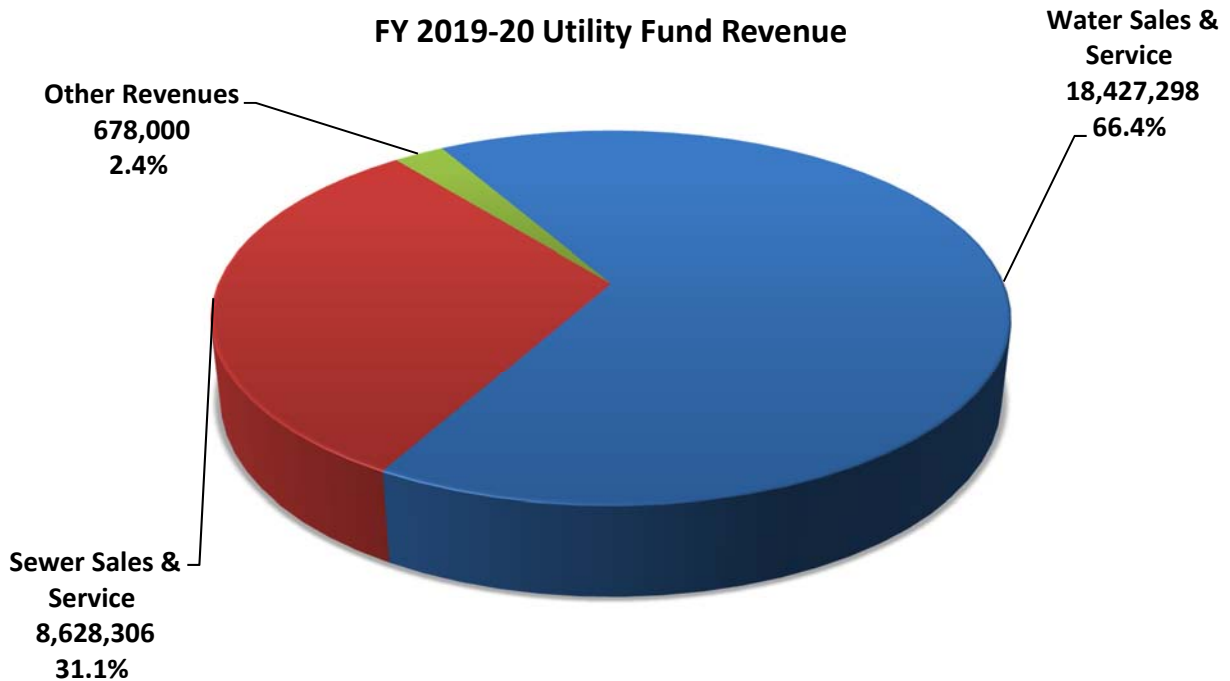
FY 2019-20 Budget	\$1,008,251	
% of Fund Expenditures	2.5 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$(1,601,134)	(61.4) %
FY 2018-19 Projection	\$(2,601,134)	(72.1) %

Non-Departmental/Other reflects citywide expenditures such as the Facility Equipment Replacement Fund, postage, NETCOM radio maintenance agreement, and property and liability insurance. For FY 2019-20, Non-Departmental/Other expenditures decreased by over 50 percent compared to both FY 2018-19 budget and projections. For FY 2018-19, the budget included one-time capital project fund transfers for the design and engineering of a new Senior Activities Center at Johnson Road Park for \$1,600,000. FY 2018-19 year-end projections included a transfer of \$1,000,000 using General Fund personnel savings to help establish a self-insurance fund for future fiscal years. The transfer will be presented to City Council as part of a budget amendment at the end of the FY 2018-19.

WATER AND WASTEWATER FUND

Revenue Assumptions:

The Water & Wastewater Fund revenues for FY 2019-20 are \$27,733,604 and will have an overall decrease of \$218,181, or 0.78% from the FY 2018-19 budget and an increase of \$3,140,057, or 12.8%, compared to year-end projections. In the Water & Wastewater Fund, there are three major revenue categories: Water Sales & Service, Sewer Sales & Service, 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.



Water Sales and Service:

FY 2019-20 Budget	\$18,427,298	
% of Fund Expenditures	66.4%	
<u>Compared to</u>	<u>\$</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (371,838)	(2.0) %
FY 2018-19 Projection	\$ 2,116,878	12.9 %

The water rate structure is split between costs related to the purchase of wholesale water from the City of Fort Worth, also called the “pass-thru” and cost of providing water services. Wholesale water represents 31.5% of the Water and Wastewater Fund budget and costs are anticipated to decrease based upon the five-year consumption model. Fort Worth costs are decreasing by 8.79%. As such, the pass-thru water rate will decrease for the year. The city rate will increase by 3.75%, which is related to the high levels of precipitation in the spring and fall months. Even with the city rate increase, the combined impact on the average household will be a 3.25% decrease, or a savings of \$2.56 per month.

Sewer Sales & Service:

FY 2019-20 Budget	\$8,628,306	
% of Fund Expenditures	31.1 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 131,429	1.5 %
FY 2018-19 Projection	\$ 1,033,018	13.6 %

As with the water rates, the rate structure is split between the pass-thru cost for Trinity River Authority wastewater treatment plant and cost of provided wastewater services in the city. TRA represents 13% of the Water and Wastewater Fund budget and is anticipated to decrease by 1.6%. As such, the pass-thru wastewater rate will remain the same and the city rate will increase by 2.75% related to reduced water sales. The combined impact on the average household will be 1.6%, or \$0.77.

Other Revenues:

Taps and Miscellaneous Fees:

FY 2019-20 Budget	\$ 561,448	
% of Fund Revenues	82.8 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 4,008	0.7 %
FY 2018-19 Projection	\$ 19,433	3.6 %

The city uses five-year averaging for these service charges to create revenue estimates for the upcoming year. Year-end projections for some revenues are lower than the adopted budget as they are lower than the five-year average.

Interest Income:

FY 2019-20 Budget	\$ 42,024	
% of Fund Revenues	6.2 %	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 25,749	158.2 %
FY 2018-19 Projection	\$ (-)	(-)%

Interest income is revenue created by the investment of working capital into investment pools. The FY 2019-20 budget is based upon a three-year averaging and is therefore lower than year-end projects.

Miscellaneous Revenues:

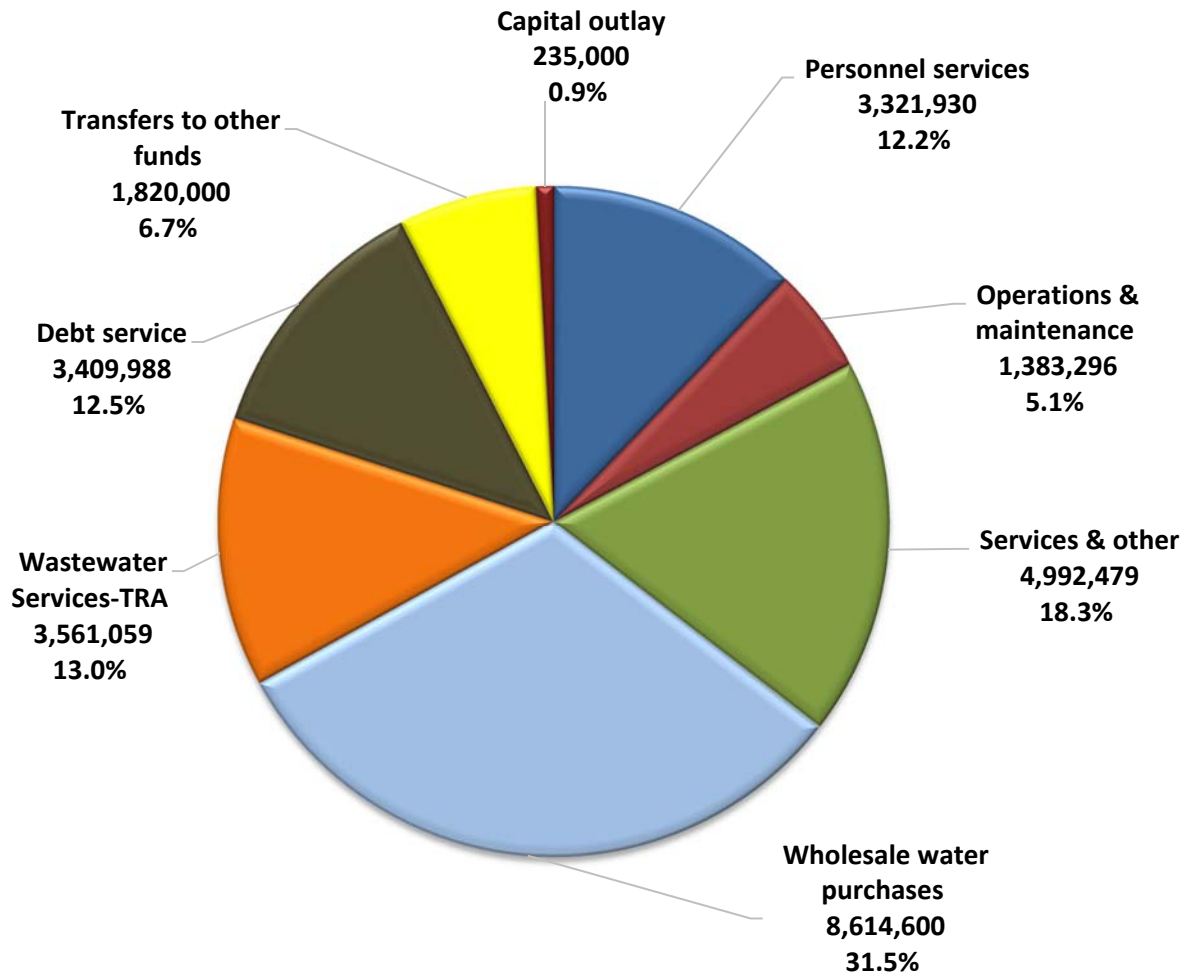
FY 2019-20 Budget	\$ 74,528	
% of Fund Revenues	10.9%	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (7,529)	(9.8) %
FY 2018-19 Projection	\$ (29,272)	(28.2) %

All additional revenues are combined to create the Other Revenue category, which includes an increase in the intergovernmental agreement with Southlake for wastewater reimbursement. The city uses five-year averaging for these service charges to create revenue estimates for the upcoming year. Year-end projections for some revenues are higher than the adopted budget as they are higher than the five-year average.

Expenditure Synopsis:

The Utility Fund expenditures total \$27,338,352 for FY 2019-20, which is a decrease of \$624,733 or 2.2% from the FY 2018-19 budget, and an increase of \$515,802 or 1.9% 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. Below is a breakdown of FY 2019-20 categories by percentage.

FY 2019-20 Water & Wastewater Fund Expenditures by Category



Personnel Services:

FY 2019-20 Budget	\$3,321,930		
% of Fund Expenditures	12.2 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ 63,354	1.9 %	
FY 2018-19 Projection	\$ 255,171	8.3 %	

Like the General Fund, the Water & Wastewater Fund's adopted budget includes a 3.25% compensation increase for staff. Despite this, the FY 2019-20 proposed budget shows an increase of only 1.9% compared to the FY 2018-19 budget due to vacancy savings.

Operations and maintenance:

FY 2019-20 Budget	\$1,383,296		
% of Fund Expenditures	5.1 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ (56,627)	(3.9) %	
FY 2018-19 Projection	\$ (41,477)	(2.9) %	

Operations and maintenance budgets include expendable materials and operating supplies necessary to conduct departmental activities.

Services and other:

FY 2019-20 Budget	\$4,992,479		
% of Fund Expenditures	18.3%		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ 116,010	2.4 %	
FY 2018-19 Projection	\$ 145,010	3.0 %	

Services and other expenditures include expenditures for professional services, utilities, liability insurance premiums and other general expenditures. FY 2019-20 includes the third of three years of funding of \$215,084 to replace of heavy equipment in future years. Additionally, earlier in FY 2018-19, the City Council approved the purchase of a Ford F650 for \$129,437. This expenditure reflects a large portion of the growth in Services and other expenditures.

Wholesale Water Purchases:

FY 2019-20 Budget	\$8,614,600		
% of Fund Expenditures	31.5 %		
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>	
FY 2018-19 Budget	\$ (1,100,901)	(11.3) %	
FY 2018-19 Projection	\$ (768,512)	(8.2) %	

The City of Keller purchases water from the City of Fort Worth and the projected cost is based upon a five-year rolling consumption average multiplied by any adopted rate increase. The FY 2018-19 year-end projections reflects a rainier year, which reduces consumption. The FY 2019-20 is based upon the five-year average consumption multiplied by the adopted rate decrease of 8.79% by Fort Worth.

Wastewater Services - TRA:

FY 2019-20 Budget	\$3,561,059		
% of Fund Expenditures	13.0 %		
		<u>\$ Growth</u>	<u>% Growth</u>
Compared to			
FY 2018-19 Budget	\$ (139,777)		(3.8) %
FY 2018-19 Projection	\$ (123,848)		(3.4) %

Wastewater treatment is the second largest expense within the Water & Wastewater Fund. The city holds a contract with 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 based upon TRA's annual budget requirement.

Debt Service:

FY 2019-20 Budget	\$3,409,988		
% of Fund Expenditures	12.5 %		
		<u>\$ Growth</u>	<u>% Growth</u>
Compared to			
FY 2018-19 Budget	\$ (26,792)		(0.8) %
FY 2018-19 Projection	\$ 529,458		18.4 %

Debt services relates to the debt obligations made to fund water and wastewater system improvements. For FY 2019-20, the city will be issuing debt related to the Highway 377 and Johnson Rd. 12-inch water line projects. During FY 2018-19, the city anticipated a full-year of new debt payments for the second round of Alta Vista Certificates of Obligation, however, the debt was issued late enough in the fiscal year that no payments were required.

Transfers:

FY 2019-20 Budget	\$ 1,820,000		
% of Fund Expenditures	6.7 %		
		<u>\$ Growth</u>	<u>% Growth</u>
Compared to			
FY 2018-19 Budget	\$ 408,000		28.9 %
FY 2018-19 Projection	\$ 308,000		20.4 %

Transfers relate to the annual cash funding of capital projects and are moved into project accounts in capital improvement project (CIP) funds. For FY 2019-20, the Water and Wastewater CIP includes the replacement of the Big Bear West Interceptor Line for \$500,000, 2020 sanitary sewer evaluation study for \$100,000, 2020 sanitary sewer study on infiltration and inflow for \$120,000, tank maintenance for \$175,000, AWIA Emergency Risk, Resiliency and Response Plan for \$200,000, and an update to the Water Master Plan/Condition for \$125,000. For FY 2018-19, the Water and Wastewater CIP included wastewater line replacements for \$300,000, 2019 sanitary sewer evaluation studies for \$300,000, utility relocations for street projects for \$250,000, US 377 Sanitary Sewer Extension for \$237,500, tank maintenance for \$175,000, updated water master plan/condition assessment for \$125,000, Lavena water line extension for \$100,000, water service replacements for \$64,750, large valve replacements for \$64,750, and Big Bear West Interceptor Line Replacements for \$75,000.

Capital Outlay:

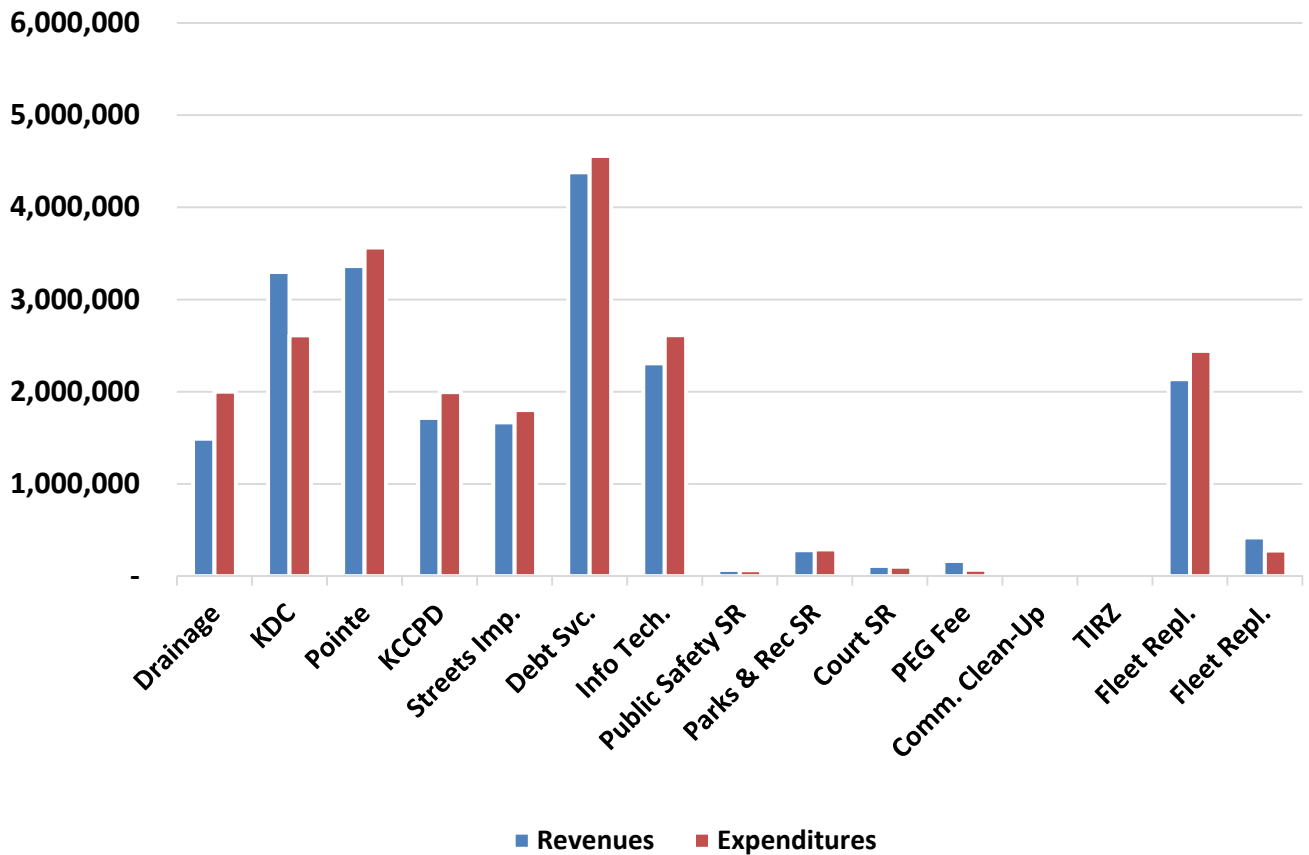
FY 2019-20 Budget	\$ 235,000		
% of Fund Expenditures	0.9 %		
	<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 112,000		91.1 %
FY 2018-19 Projection	\$ 212,000		921.7 %

Capital outlay includes \$35,000 for as-needed facility repairs at the Municipal Service Center. Starting in FY 2019-20, large water valves for \$100,000 and line-maintenance for \$100,000 have been moved from a transfer-out to the Water-Wastewater CIP, to a capital outlay line-item. By moving the expenditures, funds not used by the end of the fiscal year will roll into fund balance.

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.

Other Funds Overview



Drainage

FY 2019-20 Revenues	\$1,490,226	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 12,780	.87 %
FY 2018-19 Projection	\$ -	- %
FY 2019-20 Expenditures	\$2,000,617	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 310,089	18.3 %
FY 2018-19 Projection	\$ 555,613	38.5 %
Revenues – Expenditures	\$ (510,391)	

Drainage utility fees account for 98% of the revenues to this fund. FY 2019-20 includes one-time capital project fund transfers for a drainage master plan project for \$200,000, drainage improvements on Shady Lane South for \$70,000, and phase one of the Nightingale Circle culvert project for \$325,000. For FY 2019-20, a Gradall excavator for \$185,000 will be added.

Keller Development Corporation Fund

FY 2019-20 Revenues	\$ 3,299,231	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 211,824	6.9 %
FY 2018-19 Projection	\$ 47,551	1.5 %
FY 2019-20 Expenditures	\$ 2,610,905	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (2,119,106)	(44.8) %
FY 2018-19 Projection	\$ (2,220,960)	(45.9) %
Revenues – Expenditures	\$ 688,326	

The KDC is a voter-approved 1/2-cent sales tax option dedicated to funding capital projects for park and recreation improvements. Projected revenue for year-end and FY 2019-20 are anticipated to increase slightly. FY 2019-20 includes one-time capital fund transfers for the Keller Sports Park parking lot improvements for \$185,000 and a playground replacement for up to \$180,000. For FY 2018-19, one-time transfers included \$2,472,603 for the Overton Ridge Park development. The Overton Ridge Park development accounts for nearly 52.3% of the FY 2018-19 budget and can be attributed to the significant change. In addition to the one-time capital transfers, the annual trail system expansion of \$250,000 and the annual parks capital replacement program for \$100,000 are included.

The Keller Pointe Fund

FY 2019-20 Revenues	\$3,362,096	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 130,096	4.03 %
FY 2018-19 Projection	\$ 109,942	3.38 %
FY 2019-20 Expenditures	\$3,748,773	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ (729,513)	(16.29) %
FY 2018-19 Projection	\$ (587,032)	(13.54) %
Revenues – Expenditures	\$ (386,677)	

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. Revenues are based upon three-year trend data, which reduces revenue estimates from the FY 2019-20 year-end projections. For FY 2019-20, a one-time capital fund transfer for indoor pool repairs for \$397,222 and for locker room renovations of \$230,000 is included.

Information Technology Fund

FY 2019-20 Revenues	\$2,308,655	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 114,447	5.2 %
FY 2018-19 Projection	\$ 114,447	5.2 %
FY 2019-20 Expenditures	\$2,613,870	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 396,563	17.9 %
FY 2018-19 Projection	\$ 484,571	22.8 %
Revenues – Expenditures	\$ (305,215)	

The Information Technology Fund accounts for citywide information services/information technology operations and is an Internal Service Fund. It is supported by transfers from departments within other operating funds based upon a ratio of computer equipment and actual costs of specialized software or equipment. The expenditures vary annually based upon the computer and technology replacement schedule. FY 2019-20 includes the purchase of Microsoft 360 for \$20,000, and \$464,719 for new finance software.

Keller Crime Control and Prevention District Fund

FY 2019-20 Revenues	\$1,716,477	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 270,722	18.7 %
FY 2018-19 Projection	\$ 28,146	1.7 %
FY 2019-20 Expenditures	\$1,996,424	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 242,468	13.8 %
FY 2018-19 Projection	\$ 371,468	22.9 %
Revenues – Expenditures	\$ (279,947)	

The Keller Crime Control Prevention District Fund, created in FY 2001-02, is supported by the voter-approved crime control district 1/4-cent sales tax option. The KCCPD sales tax revenue is anticipated to increase by 2.3% from year-end projections. The fund is used for both ongoing expenditures such as software and accreditation costs; 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. FY 2019-20 includes funds for the replacement of the Computer Aided Dispatch (CAD) and automated Records Management System (RMS) for \$500,000.

Debt Service Fund

FY 2019-20 Revenues	\$ 4,380,352	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 242,780	5.9%
FY 2018-19 Projection	\$ 315,738	7.8%
FY 2019-20 Expenditures	\$ 4,556,378	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 473,928	11.6 %
FY 2018-19 Projection	\$ 473,928	11.6 %
Revenues – Expenditures	\$ (176,026)	

The Debt Service Fund is funded through the collection of the interest and sinking portion of the tax rate, which is adopted to be \$0.081624/\$100. 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. The city anticipates issuing up to \$8 million in GO's for the Senior Activities Center as approved by the voters in November 2018. The estimated annual debt service requirement for the issuances is \$719,529 and use of debt service fund balance will be used to offset the first-year impact.

Street and Sidewalk Improvements Fund

FY 2019-20 Revenues	\$ 1,667,967	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 86,369	5.5 %
FY 2018-19 Projection	\$ 23,776	1.5 %
FY 2019-20 Expenditures	\$ 1,801,609	
<u>Compared to</u>	<u>\$ Growth</u>	<u>% Growth</u>
FY 2018-19 Budget	\$ 275,000	18.0 %
FY 2018-19 Projection	\$ 275,000	18.0 %
Revenues – Expenditures	\$ (133,642)	

The Street and Sidewalk Improvements Fund funds reoccurring street and sidewalk maintenance throughout the city. The fund is supported by a local sales tax option most recently approved by the voters in November 2015. Beginning in FY 2015-16, street maintenance funds were transferred to capital projects to reflect project-life budgeting. For FY 2019-20, the fund will contribute \$1,801,609 for the annual street maintenance project. Included in this amount are a pavement seepage study for \$150,000 and a pavement condition study for \$125,000. In FY 2018-19, the fund contributed \$1,451,609 for the 2019 street reconstruction project and \$75,000 for the 2020 street reconstruction project design.

Miscellaneous Other Operating Funds

Other special revenue funds account for 2.5% of operating revenues and operating expenditures. A description and breakdown of each fund is available under the Special Revenue section.

Other Special Revenue Funds	FY 2019-20 Revenues	FY 2019-20 Expenditures	Revenues - Expenditures
Fleet Replacement	\$ 2,140,280	\$ 2,567,854	\$ (427,574)
Facility Replacement	420,499	278,100	142,399
Parks & Rec Special Revenue	281,095	289,413	(8,318)
PEG Fee	165,272	70,600	94,672
Court Special Revenue	112,121	102,092	10,029
Public Safety Special Revenue	68,078	65,152	2,926
Community Clean-Up	38,001	33,631	4,370

CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

The table below provides a list of proposed FY 2019-20 capital costs and/or new projects by project and project type. The five-year CIP located in the CIP section provides a list of all current projects (FY 2018-19 and prior years), proposed projects (FY 2019-20) and potential future projects (FY 2020-21 through FY 2023-24). The five-year CIP provides the project costs per year, which are separate funding and expenditure allocations. The city uses project-life budgeting, meaning the total approved project funding and expenditures allocations include the prior-year allocations plus those proposed for FY 2019-20. The revenues and expenditures allocations end at the close-out of the project, rather than at the end of the fiscal year.

Street System Capital Projects	Estimated Costs
North Tarrant Parkway & Lakeview Drive	150,000
Hidden Lakes Pavement Seepage Repairs	150,000
UPRR Pedestrian Crossings	150,000
West Vine Street Drainage Improvements	25,000
Pavement Condition Study	125,000
Johnson Road Reconstruction (Rufe Snow to Rhonda)	3,016,000
Bear Creek and Whitley Roundabout	1,229,000
Utility Relocations - Street Projects	150,000
2020 Street Reconstruction Project	1,451,609
2021 Street Reconstruction Project	75,000
2020 Sidewalk Construction & Repairs	351,693
Total	\$ 6,873,302

Parks Capital Projects	Estimated Costs
2020 Parks Capital Replacement Program	100,000
2020 Trail System Expansion	34,000
Keller Sports Park Parking Lot Improvements - C Pad	185,000
TBD Playground Replacement	180,000
Total	\$499,000

Facilities/Governmental Capital Projects	Estimated Costs
Indoor Pool Repairs	397,222
Pointe Locker Room Renovation	230,000
New Senior Activities Center	8,000,000
Total	\$8,627,222

Water System Capital Projects	Estimated Costs
Tank Maintenance	175,000
Hwy. 377 12" Water Lines	900,000
AWIA Emergency Risk, Resiliency, & Response Plan	200,000
Update Water Master Plan/Condition Assessment	125,000
Total	\$1,400,000

Wastewater System Capital Projects	Estimated Costs
Big Bear West Interceptor Line Replacement	500,000
2020 SS Evaluation Study/I&I	120,000
2020 SS Evaluation Study/Condition Assessment	100,000
Total	\$ 720,000

Drainage Capital Projects	Estimated Costs
Nightingale Culvert Phase 1	325,000
Drainage Master Plan	200,000
Barbara Lane WW Line	350,000
Shady Lane South	70,000
Total	\$945,000

BUDGET ACTION SUMMARY

The Budget Action Summary provides a listing of personnel changes from FY 2018-19 to FY 2019-20, an explanation of fund balances changes of 10% or greater by fund, and a non-financial summary of changes made for the FY 2019-20 Proposed Budget compared to prior years. The Statistical Analysis provides a comparison of the FY 2019-20 Proposed Budget to FY 2018-19 Adopted Budget and contains projections by category and fund.

Personnel Changes:

The chart below shows the changes in personnel by fund-department-division between the FY 2018-19 Adopted Budget and the FY 2019-20 Proposed Budget. The FY 2019-20 costs represents both the on-going cost for the position plus any required one-time costs such as supplies and vehicles. The on-going cost represents the annual impact of the personnel change.

NEW POSITIONS			
Position/Function	Department-Division	FY 2019-20 Cost	On-Going Cost
General Fund			
Police Officer	Police Department-Operations	\$ 95,368	\$ 95,368
The additional police officer will enhance coverage in the Town of Westlake and North Keller. The position will be fully funded by the Town of Westlake for a net impact to the budget of \$0.			
Dispatcher	Police Department-Communications	\$66,886	\$66,886
The Dispatcher will allow NETCOM to continue to meet the needs of the partner cities, as well as help maintain our current service levels to the community. The dispatcher will cost \$66,886, but is offset by regional partnership agreements with Southlake and Colleyville for a net impact to the budget of \$19,923			
RECLASSIFICATIONS			
Position/Function	Department-Division	FY 2019-20 Cost	On-Going Cost
Planning Technician	Community Development-Planning	\$57,886	\$57,886
ELIMINATED POSITIONS			
Position/Function	Department-Division	FTE	Savings
Parks Maintenance	Parks and Recreation – Sports Park	3	\$58,741
Administration	PT Receptionist	0.25	\$16,715

BUDGET ACTION SUMMARY

Changes in Projected Fund Balance of 10% or more from FY 2018-19 to FY 2019-20:

Keller Development Corporation (KDC) Fund

- Increased Fund Balance by 28.4%
 - FY 2018-19 Budget included cash funding of \$2,472,603 for Overton Ridge Park. FY 2019-20 will contribute to fund balance for future cash funding of capital projects.

Public Education and Government Cable Franchise Fee Fund

- Increased Fund Balance by 17.9%
 - Due to the revenue-use restrictions, not all funds can be used at this time. The city will continue to find ways to use the funds instead of less restrictive funds such as the General Fund whenever possible.

Keller Pointe Fund

- Decreased Fund Balance by 28.4%
 - Budget includes one-time capital projects of \$230,000 for locker room renovations and \$397,222 for indoor pool slide and plaster repairs.

Street and Sidewalk Improvements Fund

- Decreased Fund Balance by 20.8%
 - Budget includes one-time funding of \$150,000 for pavement seepage repairs and \$125,000 for a pavement condition study.

Fleet Replacement Fund

- Decreased Fund Balance by 21.3%
 - The fund is related to cash funding of replacement vehicles and equipment. For FY 2019-20, the budget includes the anticipated use of fund balance to fund replacements.

Facility Capital Replacement Fund

- Increased Fund Balance by 17.4%
 - The fund is related to cash funding of facility capital replacement and repairs. For FY 2019-20, the budget will add to fund balance for future replacement and repairs.

Drainage Utility Fund

- Decreased Fund Balance by 24.6%
 - Budget includes one-time funding of \$200,000 for a drainage master plan and of \$350,000 for the Nightingale Culvert project.

Information Technology Fund

- Decreased Fund Balance by 24.5%
 - Budget includes one-time funding of \$376,417 for new financial software implementation.

Changes in Projected Fund Balance of 10% or more from FY 2017-18 to FY 2018-19:

Keller Development Corporation (KDC) Fund

- Decreased Fund Balance by 39.4%
 - Budget includes one-time capital projects of \$2,472,603 for Overton Ridge Park and \$240,000 for Bear Creek Restroom Pavilion

BUDGET ACTION SUMMARY

Water and Wastewater Fund

- Decreased Fund Balance by 34.3%
 - FY 2018-19 has seen record setting rain fall which has resulted in significantly reduced water sales revenue.

Recreation Special Revenue Fund

- Increased Fund Balance by 22.6%
 - The fund is anticipating savings in special event expenditures during FY 2018-19.

Street and Sidewalk Improvements Fund

- Increased Fund Balance by 22.4%
 - Sales tax revenue has been higher than anticipated during FY 2018-19.

The Keller Pointe Fund

- Decreased Fund Balance by 44.3%
 - Budget includes one-time capital projects of \$600,000 for locker room renovations and \$600,000 for Dectron and air conditioning improvements.

Public Education and Government Cable Franchise Fee Fund

- Increased Fund Balance by 14.4%
 - Due to the revenue-use restrictions, not all funds can be used at this time. The city will continue to find ways to use the funds instead of less restrictive funds such as the General Fund whenever possible.

Non-Financial Changes from Prior Year:

The following section describes changes which impact either line-items or department budget amounts, however, have a neutral impact on the overall budget and therefore are considered non-financial:

- Johnson Road Consolidation – In FY 2017-18, the city funded \$925,000 for a roundabout at Johnson road and Keller Smithfield and in FY 2018-19, the city funded \$2,000,000 for reconstruction of Johnson road from Rufe Snow to Keller Smithfield. For FY 2019-20, the projects have been consolidated into one project. In addition, the city is proposing an additional \$2,000,000 for road and drainage reconstruction, \$216,000 for trails, and \$800,000 for water line improvements. The total estimated project cost is \$5,941,000.



This page intentionally left blank

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.



This page intentionally left blank

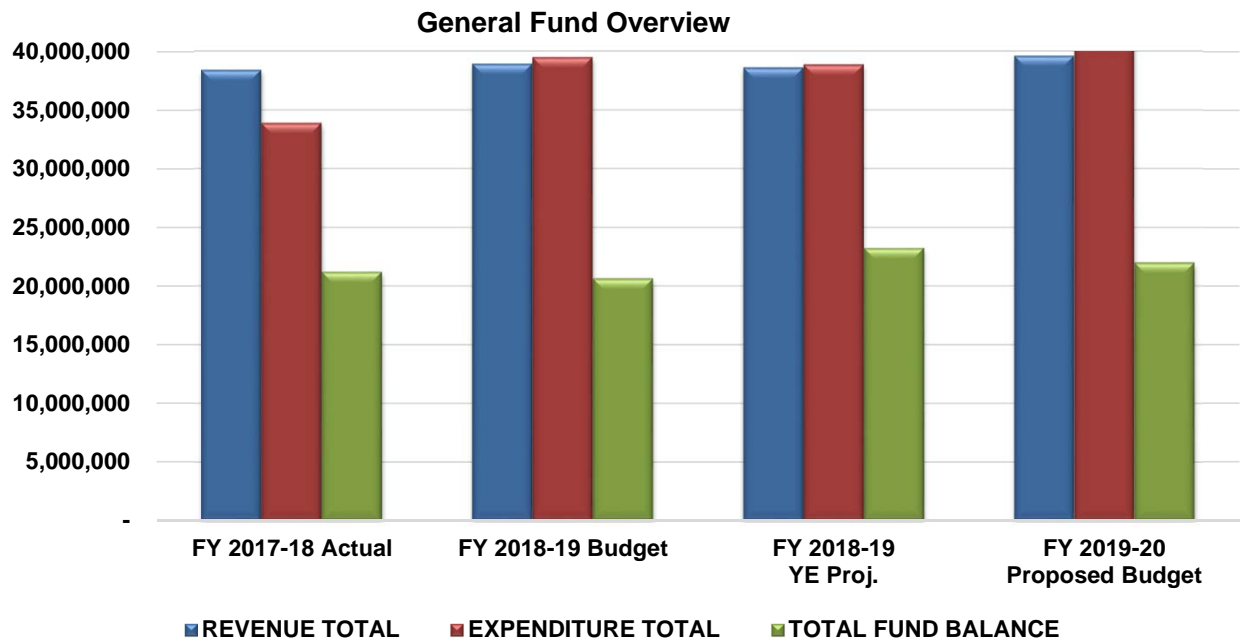
GENERAL FUND OVERVIEW

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUE TOTAL	\$ 38,413,359	\$ 38,922,924	\$ 38,601,108	\$ 39,616,809	\$ 693,885
OPERATING EXPENDITURES	33,871,367	35,334,133	38,851,564	35,819,008	484,875
ONE-TIME EXPENDITURES	-	4,138,306	-	5,026,800	888,494
EXPENDITURE TOTAL	\$ 33,871,367	\$ 39,472,439	\$ 38,851,564	\$ 40,845,808	\$ 1,373,369
VARIANCE	\$ 4,541,991	\$ (549,515)	\$ (250,456)	\$ (1,228,999)	
RESERVE FUND BALANCE	6,586,099	8,833,533	9,712,891	8,954,752	121,219
UNASSIGNED FUND BALANCE	14,600,260	11,803,311	13,509,115	13,038,255	1,234,944
TOTAL FUND BALANCE	\$ 21,186,359	\$ 20,636,844	\$ 23,222,007	\$ 21,993,007	\$ 1,356,163

RESERVE AND UNASSIGNED ANALYSIS

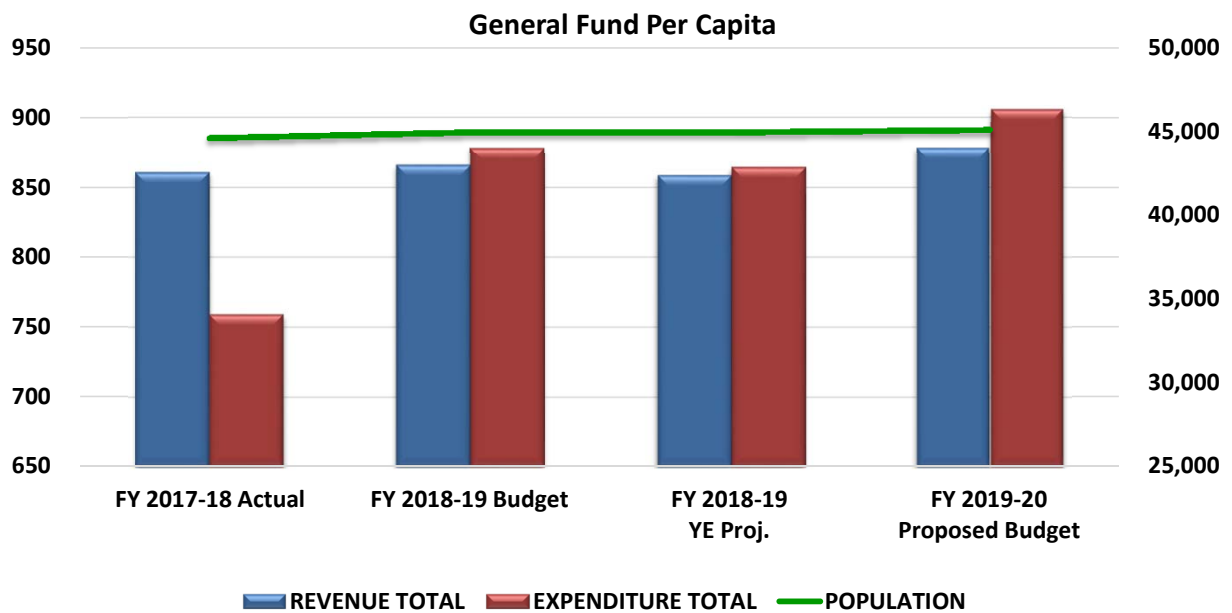
% OF OPERATING EXPENDITURES	62.5%	58.4%	59.8%	61.4%
TARGET % LEVEL	19.4%	25.0%	25.0%	25.0%

EXPENDITURES



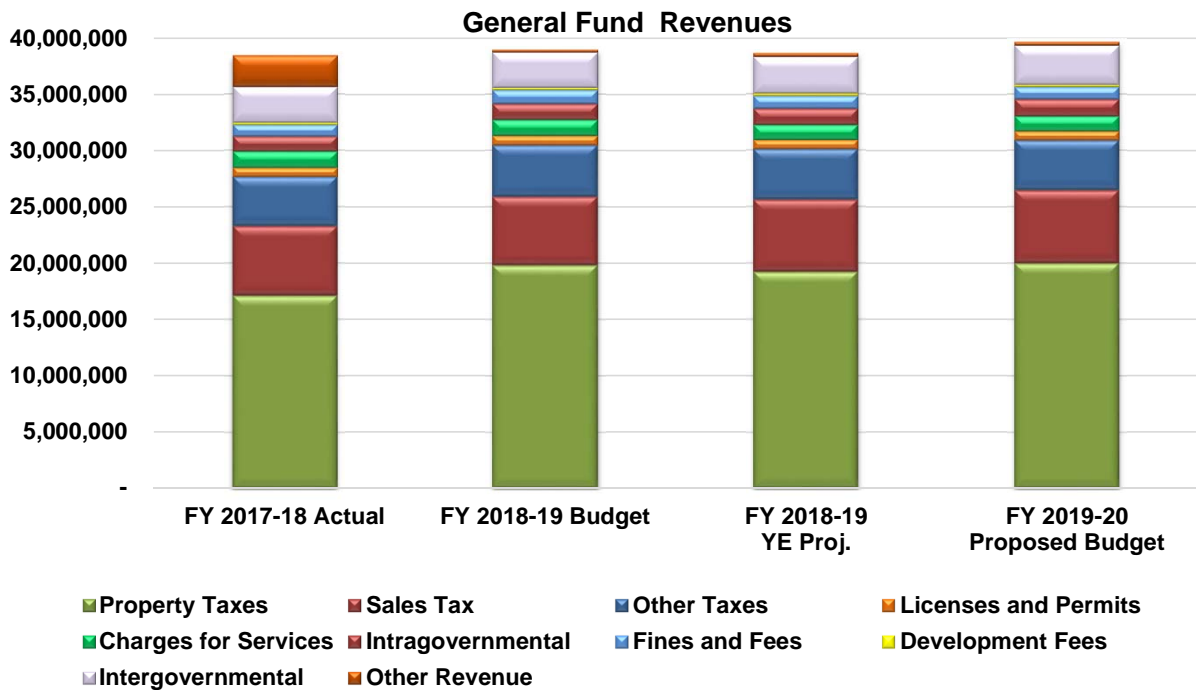
GENERAL FUND REVENUES AND EXPENDITURES PER CAPITA

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
POPULATION	44,620	44,940	44,940	45,090	150
REVENUE TOTAL	861	866	859	879	13
EXPENDITURE TOTAL	759	878	865	906	28



SUMMARY OF GENERAL FUND REVENUES

<u>Revenues</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Taxes					
Property Taxes	\$ 17,111,558	\$ 19,794,205	\$ 19,217,122	\$ 19,992,361	\$ 198,156
Sales Tax	6,155,624	6,106,437	6,393,171	6,488,274	381,837
Other Taxes	4,383,491	4,572,968	4,499,110	4,421,667	(151,301)
Total Taxes	\$ 27,650,673	\$ 30,473,610	\$ 30,109,403	\$ 30,902,302	\$ 428,692
Licenses and Permits	\$ 796,241	\$ 824,479	\$ 803,607	\$ 803,607	\$ (20,872)
Charges for Services	1,464,073	1,425,353	1,343,417	1,343,417	(81,936)
Fines and Fees	1,020,609	1,213,074	1,108,430	1,085,803	(127,271)
Development Fees	209,184	198,928	241,412	204,770	5,842
Intragovernmental	1,331,367	1,428,744	1,428,744	1,497,936	69,192
Intergovernmental	3,162,802	3,140,974	3,238,391	3,451,270	310,296
Other Revenue	2,778,408	217,762	327,704	327,704	109,942
Total Other Revenues	\$ 10,762,686	\$ 8,449,314	\$ 8,491,705	\$ 8,714,507	\$ 265,193
TOTAL REVENUES	\$ 38,413,359	\$ 38,922,924	\$ 38,601,108	\$ 39,616,809	\$ 693,885



DETAIL OF GENERAL FUND REVENUES

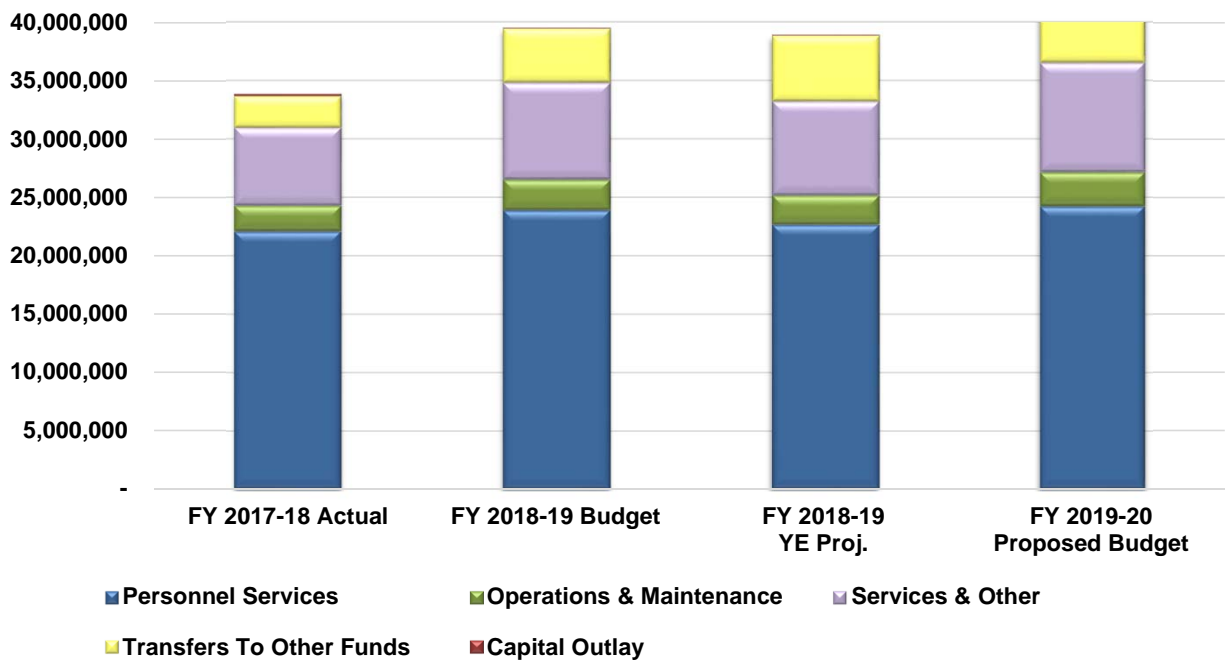
	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
<u>Property Taxes</u>	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Current Taxes	\$ 16,972,057	\$ 19,660,642	\$ 19,100,034	\$ 19,875,273	\$ 214,631
Delinquent Taxes	78,393	77,819	62,881	62,881	(14,938)
Penalty & Interest-Taxes	61,107	55,744	54,207	54,207	(1,537)
Total Property Taxes	\$ 17,111,558	\$ 19,794,205	\$ 19,217,122	\$ 19,992,361	\$ 198,156
 <u>Other Local Taxes</u>					
City Sales Taxes	\$ 6,155,624	\$ 6,106,437	\$ 6,393,171	\$ 6,488,274	\$ 381,837
Franchise Fees-Txu / Oncor	563,735	542,835	524,302	524,302	(18,533)
Franchise Fees-Tri County	744,395	731,303	752,802	752,802	21,499
Franchise Fees-Verizon	491,663	471,394	448,662	448,662	(22,732)
Franchise Fees-Atmos Gas	549,248	549,248	648,732	546,971	(2,277)
Franchise Fees-Tv Cable	167,726	175,397	177,213	177,213	1,816
Franchise Fees-Sbc/At&T	86,662	92,806	-	-	(92,806)
Franchise Fees-Solid Waste	305,581	291,689	309,262	309,262	17,573
Franchise/In-Lieu Of Taxes-W&S	1,123,731	1,348,595	1,348,595	1,378,039	29,444
Franchise/In-Lieu Of Taxes-Drg	122,354	113,676	113,676	108,550	(5,126)
Franchise Fee-One Source Comm	55,909	57,081	-	-	(57,081)
Franchise Fees-Other Misc	14,476	13,294	14,052	14,052	758
Mixed Beverage Taxes	158,011	185,650	161,814	161,814	(23,836)
Total Other Local Taxes	\$ 10,539,115	\$ 10,679,405	\$ 10,892,281	\$ 10,909,941	\$ 230,536
 <u>Licenses and Permits</u>					
Plumbing Permits	\$ 54,835	\$ 54,228	\$ 58,358	\$ 58,358	\$ 4,130
Mechanical Permits	30,335	26,396	29,869	29,869	3,473
Building & C.O. Permits	679,561	706,996	673,523	673,523	(33,473)
Fence, Sign & Misc Permits	16,900	23,172	25,676	25,676	2,504
Electrical Permits	14,610	13,687	16,181	16,181	2,494
Total Licenses and Permits	\$ 796,241	\$ 824,479	\$ 803,607	\$ 803,607	\$ (20,872)
 <u>Charges for Services</u>					
Ambulance Service Fees Revenue	\$ 974,440	\$ 972,404	\$ 972,404	\$ 972,404	\$ -
Park Rental Fees-Facilities	25,090	24,321	22,208	22,208	(2,113)
Park Rental Fees-Sports Park	22,257	33,263	43,787	43,787	10,524
Rental-Ksp Non Resident Fee	145,590	131,359	48,000	48,000	(83,359)
Facility Rental Fees	3,955	3,833	3,361	3,361	(472)
Communication Tower Rental	172,967	162,296	155,893	155,893	(6,403)
Public Arts Sales Commissions	120	50	50	50	-
Right-Of-Way Easements	450	338	225	225	(113)
Other Services	7,683	11,000	11,000	11,000	-
Ktc Property Owners Assn Fees	93,013	80,000	80,000	80,000	-
Write Off Recovery	18,508	6,489	6,489	6,489	-
Total Charges for Services	\$ 1,464,073	\$ 1,425,353	\$ 1,343,417	\$ 1,343,417	\$ (81,936)

DETAIL OF GENERAL FUND REVENUES (CONTINUED)

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
<u>Fines and Fees</u>	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Alarms/Permits/Misc Fees-Pd	\$ 1,469	\$ 1,546	\$ 1,746	\$ 1,746	\$ 200
Permits & Inspection Fees-Fire	16,428	15,082	24,696	24,696	9,614
Finger Printing Fees	1,590	1,000	1,000	1,000	-
Alarm Permits-Police	70,025	70,614	71,880	71,880	1,266
Solicitor Permits	9,680	5,929	9,449	9,449	3,520
Special Event Fees/Permits	150	1,620	659	659	(961)
Library Fines Revenue	23,504	19,652	22,627	-	(19,652)
Library Lost Books Revenue	1,715	662	662	662	-
Library Service Fees	11,835	10,663	7,532	7,532	(3,131)
Library Non-Resident Fees	4,138	3,611	3,611	3,611	-
Court Fines & Forfeitures	880,076	1,082,695	964,568	964,568	(118,127)
Total Fines and Fees	\$ 1,020,609	\$ 1,213,074	\$ 1,108,430	\$ 1,085,803	\$ (127,271)
<u>Development Fees</u>					
Paving/Drainage Inspection Fees	\$ 61,706	\$ 52,971	\$ 92,990	\$ 52,971	\$ -
Construction Plan Review Fees	102,957	108,395	105,018	108,395	-
Zoning & Subdivision Fees	41,066	32,552	38,394	38,394	5,842
Street Lighting Developer Fees	3,456	5,010	5,010	5,010	-
Total Development Fees	\$ 209,184	\$ 198,928	\$ 241,412	\$ 204,770	\$ 5,842
<u>Intragovernmental Revenue</u>					
Administrative Svcs-W&S Fund	\$ 1,285,540	\$ 1,378,130	\$ 1,378,130	\$ 1,451,100	\$ 72,970
Administrative Svcs-Kdc	45,827	50,614	50,614	46,836	(3,778)
Total Intragovernmental Revenue	\$ 1,331,367	\$ 1,428,744	\$ 1,428,744	\$ 1,497,936	\$ 69,192
<u>Intergovernmental Revenue</u>					
I/G Rev-Southlake	\$ 1,129,901	\$ 1,150,775	\$ 1,178,241	\$ 1,259,266	\$ 108,491
I/G Rev-Roanoke	22,767	14,000	17,401	14,000	-
I/G Rev-Town Of Westlake	963,519	930,223	944,518	1,067,785	137,562
I/G Rev-Colleyville	878,719	870,976	877,524	913,697	42,721
I/G Rev-Kisd	118,906	150,000	195,707	171,522	21,522
Grant-Fed Txdot	29,430	25,000	25,000	25,000	-
Total Intergovernmental Revenue	\$ 3,162,802	\$ 3,140,974	\$ 3,238,391	\$ 3,451,270	\$ 310,296
<u>Other Revenue</u>					
Miscellaneous Revenue	\$ 48,080	\$ 28,500	\$ 28,500	\$ 28,500	\$ -
Miscellaneous Rebates	39,147	42,865	36,155	36,155	(6,710)
Interest Revenue-Investments	299,747	141,652	259,705	259,705	118,053
Ticket Sales	3,620	4,745	3,344	3,344	(1,401)
Total Other Revenue	\$ 2,778,408	\$ 217,762	\$ 327,704	\$ 327,704	\$ 109,942
TOTAL REVENUES	\$ 38,413,359	\$ 38,922,924	\$ 38,601,108	\$ 39,616,809	\$ 693,885

SUMMARY OF GENERAL FUND EXPENDITURES

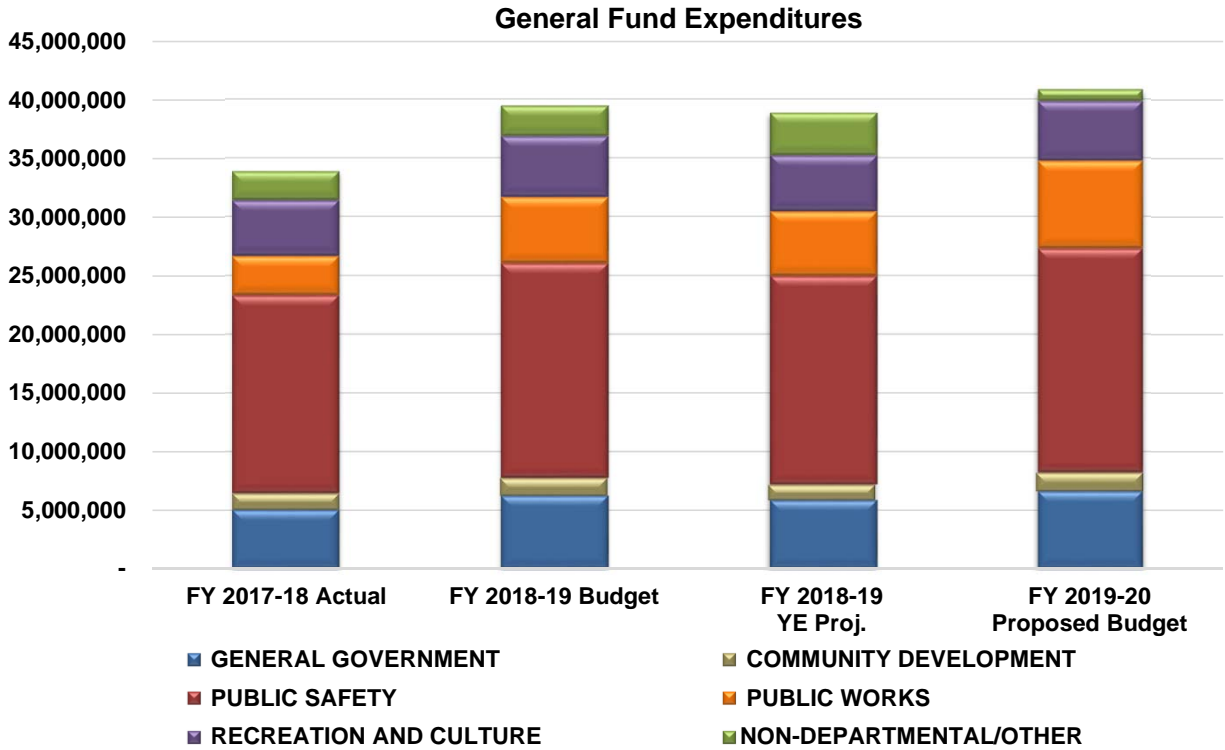
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel Services	\$ 22,068,050	\$ 23,901,958	\$ 22,645,778	\$ 24,215,411	\$ 313,453
Operations & Maintenance	2,199,683	2,607,293	2,516,581	2,909,881	302,588
Services & Other	6,682,831	8,298,588	8,033,462	9,369,223	1,070,635
Transfers To Other Funds	2,726,410	4,607,600	5,607,600	4,328,293	(279,307)
Capital Outlay	194,394	57,000	48,143	23,000	(34,000)
TOTAL	\$ 33,871,367	\$ 39,472,439	\$ 38,851,564	\$ 40,845,808	\$ 1,373,369



SUMMARY OF GENERAL FUND EXPENDITURES

<u>EXPENDITURES BY ACTIVITY/DEPARTMENT:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
<u>GENERAL GOVERNMENT</u>					
Administration	\$ 1,465,314	\$ 1,557,220	\$ 1,457,968	\$ 1,592,402	\$ 35,182
Town Hall Operations	477,502	595,989	599,334	622,654	26,665
Mayor & City Council	33,956	58,154	39,594	59,790	1,636
Finance & Accounting	1,177,689	1,226,925	1,124,356	1,312,973	86,048
Municipal Court	361,081	379,799	379,799	448,028	68,229
Human Resources	880,603	862,362	813,102	900,878	38,516
Economic Development	647,350	1,553,892	1,452,591	1,689,110	135,218
GENERAL GOVERNMENT	\$ 5,043,495	\$ 6,234,341	\$ 5,866,744	\$ 6,625,835	\$ 391,494
<u>COMMUNITY DEVELOPMENT</u>					
Planning & Zoning	538,219	557,293	434,219	625,271	67,978
Building & Construction Services	855,163	948,616	877,543	962,300	13,684
COMMUNITY DEVELOPMENT	\$ 1,393,382	\$ 1,505,909	\$ 1,311,762	\$ 1,587,571	\$ 81,662
<u>PUBLIC SAFETY</u>					
Police	8,743,988	9,505,132	9,245,291	9,780,369	275,237
Fire	8,150,723	8,814,211	8,527,882	9,325,317	511,106
PUBLIC SAFETY	\$ 16,894,710	\$ 18,319,343	\$ 17,773,173	\$ 19,105,686	\$ 786,343
<u>PUBLIC WORKS</u>					
Administration	518,031	549,410	549,600	548,058	(1,352)
Engineering & Inspections	436,619	597,753	591,627	549,614	(48,139)
Street Maintenance	1,931,580	4,017,848	3,893,555	5,888,981	1,871,133
Street Lighting	443,096	460,000	460,000	460,000	-
PUBLIC WORKS	\$ 3,329,326	\$ 5,625,011	\$ 5,494,782	\$ 7,446,653	\$ 1,821,642
<u>RECREATION AND CULTURE</u>					
Library	1,553,787	1,683,525	1,622,080	1,664,142	(19,383)
Parks & Recreation	3,198,011	3,494,925	3,173,638	3,407,670	(87,255)
RECREATION AND CULTURE	\$ 4,751,797	\$ 5,178,450	\$ 4,795,718	\$ 5,071,812	\$ (106,638)
NON-DEPARTMENTAL/OTHER	\$ 2,458,656	\$ 2,609,385	\$ 3,609,385	\$ 1,008,251	\$ (1,601,134)
TOTAL	\$ 33,871,367	\$ 39,472,439	\$ 38,851,564	\$ 40,845,808	\$ 1,373,369

SUMMARY OF GENERAL FUND EXPENDITURES

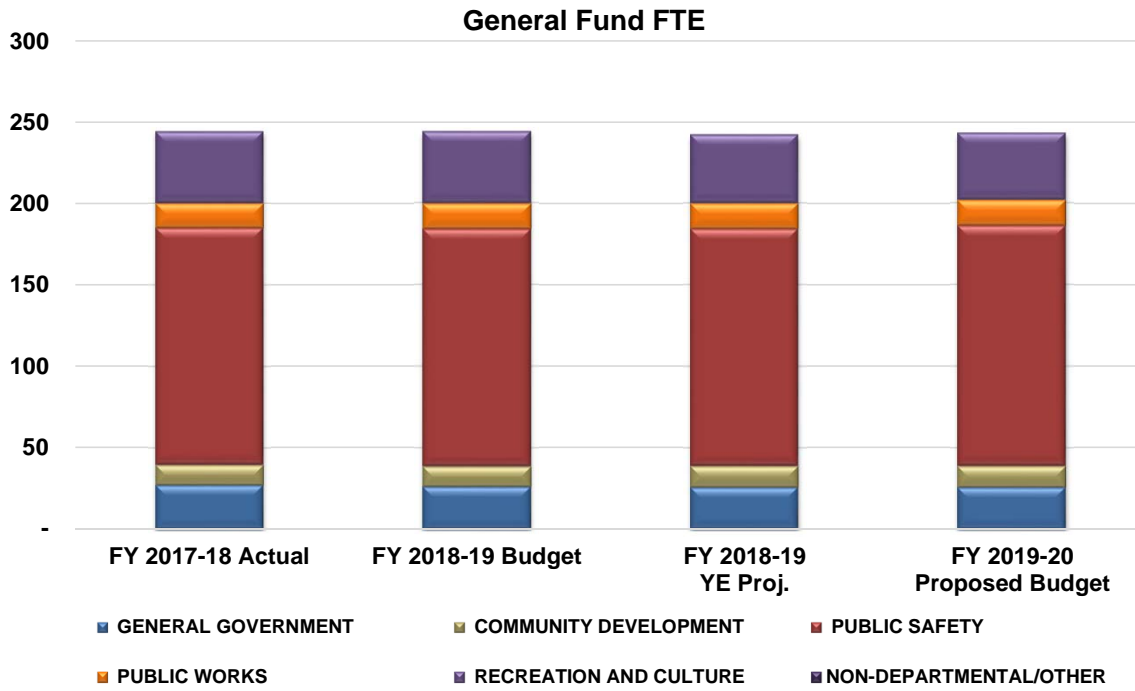


SUMMARY OF GENERAL FUND PERSONNEL
(Full-Time Equivalent Positions - Includes Vacant Positions)

<u>PERSONNEL BY</u> <u>ACTIVITY/DEPARTMENT:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
<u>GENERAL GOVERNMENT</u>					
Administration	8.48	7.48	7.00	7.00	(0.48)
Town Hall Operations	3.00	3.00	3.00	3.00	-
Mayor & City Council	-	-	-	-	-
Finance & Accounting	8.00	8.00	8.00	8.00	-
Municipal Court	-	-	-	-	-
Human Resources	5.48	5.48	5.48	5.48	-
Economic Development	2.48	2.48	2.48	2.48	-
GENERAL GOVERNMENT	27.44	26.44	25.96	25.96	(0.48)
<u>COMMUNITY DEVELOPMENT</u>					
Planning & Zoning	4.27	4.27	5.00	5.00	0.73
Building & Construction Services	8.00	8.00	8.00	8.00	-
COMMUNITY DEVELOPMENT	12.27	12.27	13.00	13.00	0.73
<u>PUBLIC SAFETY</u>					
Police	88.44	88.44	88.44	90.44	2.00
Fire	57.00	57.00	57.00	57.00	-
PUBLIC SAFETY	145.44	145.44	145.44	147.44	2.00
<u>PUBLIC WORKS</u>					
Administration	2.50	3.00	3.00	3.00	-
Engineering & Inspections	3.00	3.00	3.00	3.00	-
Street Maintenance	9.50	9.50	9.50	9.50	-
Street Lighting	-	-	-	-	-
PUBLIC WORKS	15.00	15.50	15.50	15.50	-
<u>RECREATION AND CULTURE</u>					
Library	15.52	15.52	15.52	15.52	-
Parks & Recreation	28.56	28.56	26.56	25.56	(3.00)
RECREATION AND CULTURE	44.08	44.08	42.08	41.08	(3.00)
<u>NON-DEPARTMENTAL/OTHER</u>					
	-	-	-	-	-
TOTAL	244.23	243.73	241.98	242.98	(0.75)

SUMMARY OF GENERAL FUND PERSONNEL

(Full-Time Equivalent Positions - Includes Vacant Positions)



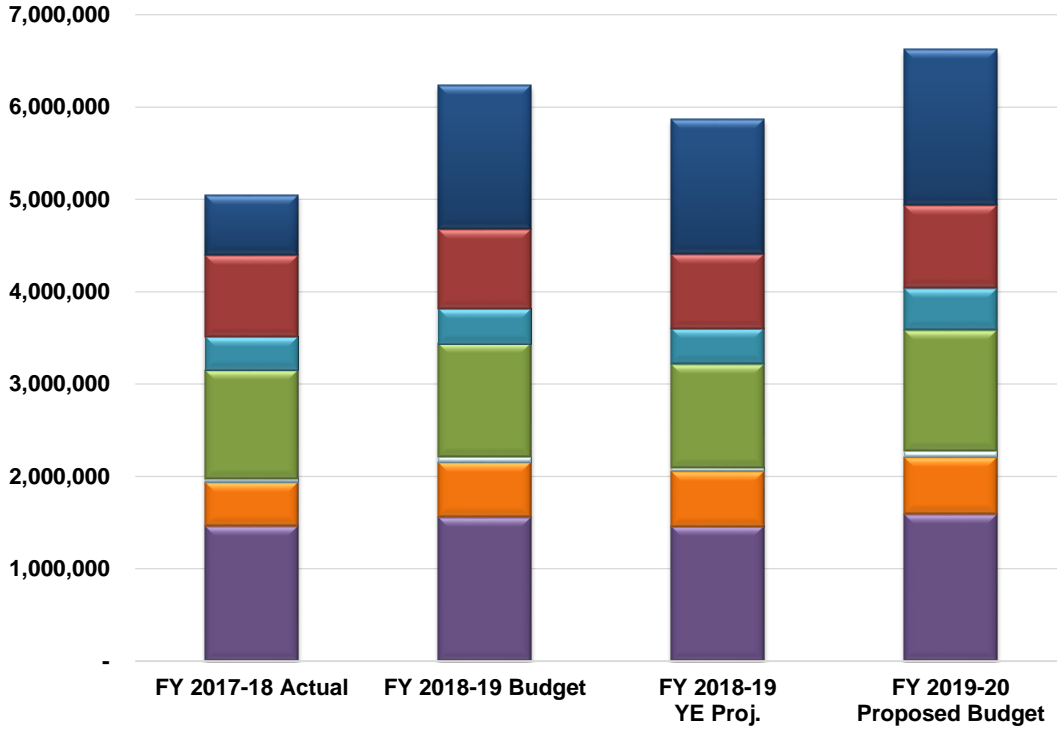
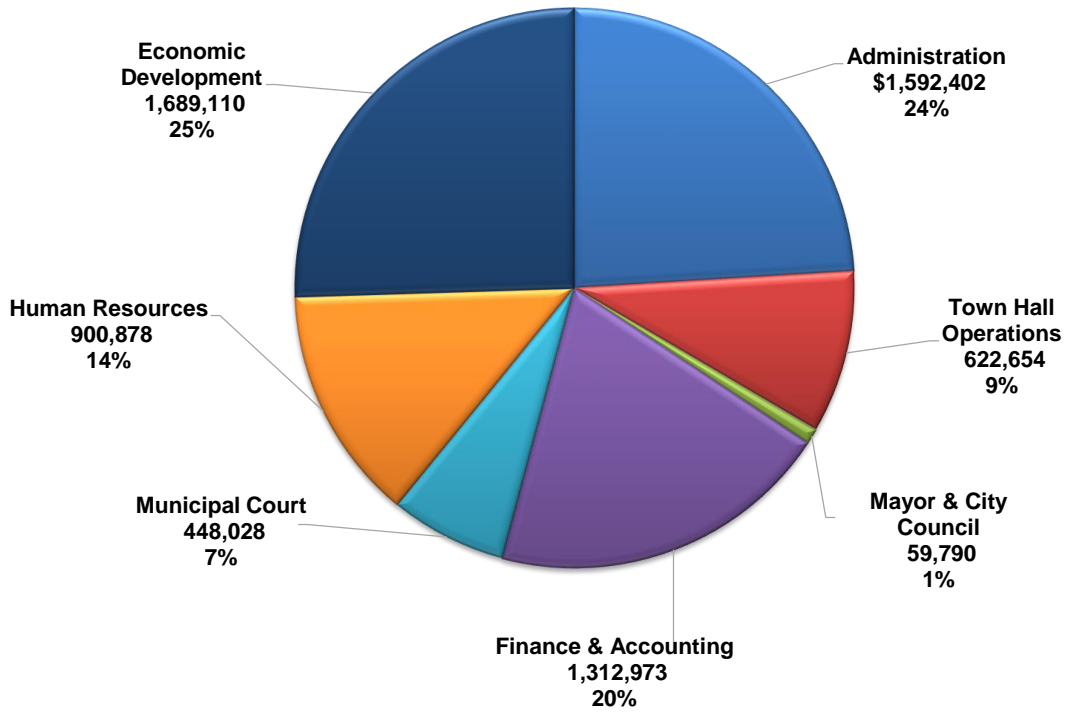
SUMMARY OF GENERAL FUND ENHANCEMENTS

ENHANCEMENTS	FY 2019-20 Proposed Budget
Self Contained Breathing Apparatus Replacements	\$ 213,000
Gradall Excavator	185,000
Finance Software	108,302
Police Officer	95,368
Engineering Design Updates	89,200
Dispatcher	66,886
Outdoor Siren Repeater	10,000
SiteImprove Website Monitoring	9,750
Thermal Imaging Camera	8,800
On-line Benefits	2,500
Cradle Point- Fire	480
TOTAL	\$ 789,286

SUMMARY OF GENERAL FUND ONE-TIME EXPENDITURES

ONE-TIME EXPENDITURE COSTS	FY 2019-20 Proposed Budget
Johnson Road Reconstruction	\$ 2,000,000
Bear Creek & Whitley Roundabout	1,229,000
One-Time Economic Development Incentive	705,357
Self Contained Breathing Apparatus Replacements	213,000
Gradall Excavator	185,000
Sidewalk Maintenance (One-time)	151,694
North Tarrant Parkway & Lakeview	150,000
UPRR Pedestrian Crossing	150,000
Engineering Design Updates	89,200
Vine Street Drainage	25,000
Outdoor Siren Repeater	10,000
Thermal Imaging Camera	8,800
TOTAL	\$ 5,017,051

GENERAL GOVERNMENT



- Administration
- Town Hall Operations
- Mayor & City Council
- Finance & Accounting
- Municipal Court
- Human Resources
- Economic Development

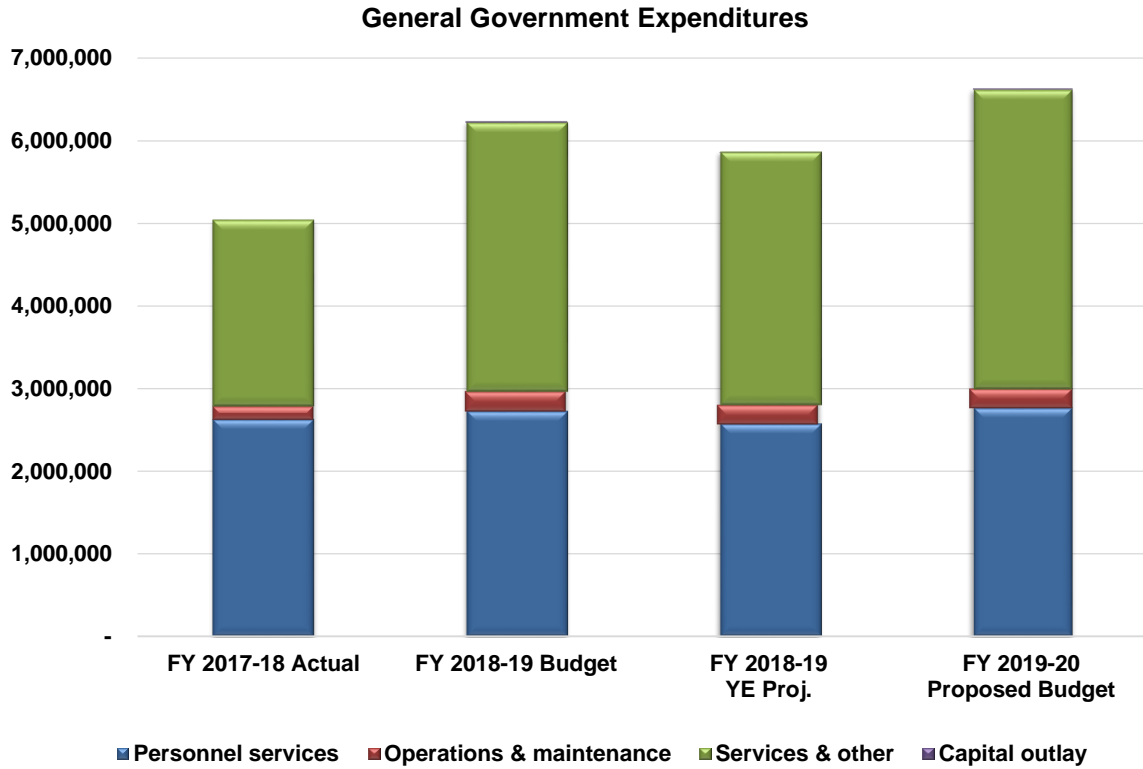
GENERAL GOVERNMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
				Budget	
Administration	\$ 1,465,314	\$ 1,557,220	\$ 1,457,968	\$ 1,592,402	\$ 35,182
Town Hall Operations	477,502	595,989	599,334	622,654	26,665
Mayor & City Council	33,956	58,154	39,594	59,790	1,636
Finance & Accounting	1,177,689	1,226,925	1,124,356	1,312,973	86,048
Municipal Court	361,081	379,799	379,799	448,028	68,229
Human Resources	880,603	862,362	813,102	900,878	38,516
Economic Development	647,350	1,553,892	1,452,591	1,689,110	135,218
TOTAL	\$ 5,043,495	\$ 6,234,341	\$ 5,866,744	\$ 6,625,835	\$ 391,494

EXPENDITURES BY CATEGORY:					
Personnel services	\$ 2,623,932	\$ 2,722,832	\$ 2,571,150	\$ 2,761,859	\$ 39,027
Operations & maintenance	164,062	241,800	233,670	232,915	(8,885)
Services & other	2,255,501	3,256,709	3,058,924	3,618,061	361,352
Capital outlay	-	13,000	3,000	13,000	-
TOTAL	\$ 5,043,495	\$ 6,234,341	\$ 5,866,744	\$ 6,625,835	\$ 391,494

GENERAL GOVERNMENT



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

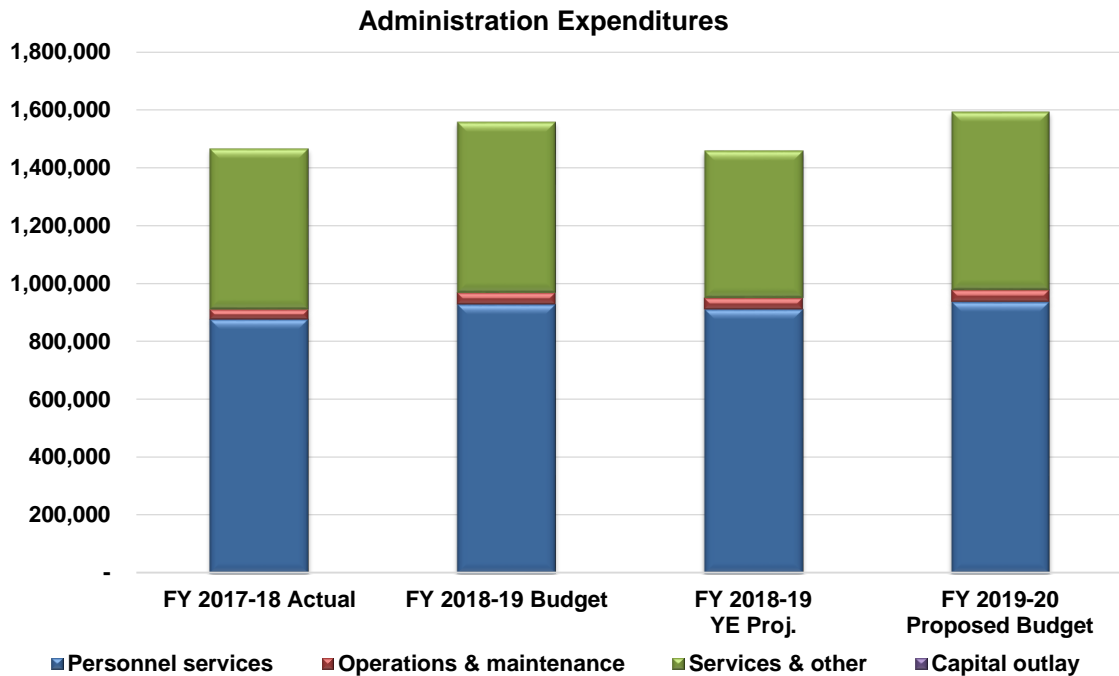
BY DEPARTMENT:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	8.48	7.48	7.00	7.00	(0.48)
Town Hall Operations	3.00	3.00	3.00	3.00	-
Finance & Accounting	8.00	8.00	8.00	8.00	-
Human Resources	5.48	5.48	5.48	5.48	-
Economic Development	2.48	2.48	2.48	2.48	-
TOTAL	27.44	26.44	25.96	25.96	(0.48)

ADMINISTRATION DEPARTMENT

EXPENDITURE SUMMARY

<u>EXPENDITURES BY DIVISION:</u>	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 871,227	\$ 885,730	\$ 785,216	\$ 867,899	\$ (17,831)
Public Arts Programs	33,149	41,196	40,256	42,698	1,502
City Secretary	295,219	313,747	316,319	339,765	26,018
Communications	156,418	185,604	190,171	208,077	22,473
Community Services	109,302	130,943	126,006	133,963	3,020
TOTAL	\$ 1,465,314	\$ 1,557,220	\$ 1,457,968	\$ 1,592,402	\$ 35,182

<u>EXPENDITURES BY CATEGORY:</u>	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 876,102	\$ 927,358	\$ 910,146	\$ 935,943	8,585
Operations & maintenance	35,125	40,700	39,850	41,900	1,200
Services & other	554,088	589,162	507,972	614,559	25,397
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,465,314	\$ 1,557,220	\$ 1,457,968	\$ 1,592,402	\$ 35,182



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY DIVISION</u>	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	5.48	4.48	4.00	4.00	(0.48)
City Secretary	2.00	2.00	2.00	2.00	-
Communications	1.00	1.00	1.00	1.00	-
TOTAL	8.48	7.48	7.00	7.00	(0.48)

ADMINISTRATION DEPARTMENT

ADMINISTRATION DIVISION (100-100-01)

DEPARTMENT DESCRIPTION:

The Administration Department's Administration Division consists of the City Manager, Administrative Services Manager, Administrative Assistant and Customer Service Representative. The administration division works with the City Council and its appointed boards and commissions to develop, analyze, and implement policy direction, and to create, implement and monitor the City's budget and capital improvements. The division provides leadership and direction for City departments and establishes expectations for service delivery by all City employees. 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.

ADMINISTRATION GOALS/ACCOMPLISHMENTS:

1. Provide timely assistance and accurate information to the City Council, boards and commissions, residents and staff members:

- * Maintained weekly distribution of Friday report to City Council.
- * Worked with all departments to address resident comments and concerns for resolution and follow up.
- * Conducted weekly department head meetings to allow City Manager to communicate City Council goals and objectives and provide venue for staff to give updates and seek direction on ongoing projects and potential issues.
- * Utilized City Council work sessions to conduct strategic planning budget meetings.

2. Support and implement the City Council's priorities, goals and objectives:

- * Managed staff efforts to pursue and coordinate City Council-approved Economic Development projects, including Everest Rehabilitation Hospital, Einstein Bros. Bagels, Jason's Deli and several other retail and restaurants in Town Center.
- * Oversaw staff efforts on current and future Capital Improvement and other major projects including, but not limited to: drainage improvements, Fire Station refurbishments, Old Town Keller Phase II, Future Land Use Plan update, parks and trails development and renovation, water infrastructure enhancements, and street expansions and enhancements to manage growth and traffic patterns including the proposed roundabout for the Johnson Road and Keller-Smithfield intersection.

3. Ensure efficient and effective utilization of municipal resources in accordance with approved budget documents:

Capital Improvement Projects

- * Oversaw \$16 million Alta Vista Pump Station project using Construction Manager at Risk (CMAR) method.
- * Identified, combined, and began design work on 9 projects in the vicinity of Johnson Road and Keller-Smithfield intersection to reduce costs and construction time.
- * Increased funds allocated specifically for sidewalk repair to \$160,000 annually.
- * Oversaw development of Milestone Park funded by the half-cent sales tax revenue dedicated to parks projects through the Keller Development Corporation.

4. Support and provide the general direction and tools necessary for the City's various departments to achieve their goals and objectives

- * Initiated an agreement with Enterprise Fleet Management to help departments more efficiently replace and maintain City vehicles.
- * Provided a competitive combined merit/market increase for employees with less than 1% impact to the City's General Fund.

5. Continue to meet or exceed service level expectations of the community:

- * Expanded the City's role in the Keller ISD Career and Technical Education Advisory Board to support their initiatives, including the Public Service Pathway students and teachers.
- * Continued the Citizens Academy and Keller High School Citizens Academy programs to provide students with unique insight into municipal government and contribute to the growth and development of local leaders.
- * Received 40 awards in 2018 from various non-profit and for profit organizations for exceptional public service.

ADMINISTRATION DEPARTMENT ADMINISTRATION DIVISION (100-100-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 545,087	\$ 563,330	\$ 543,556	\$ 545,366	\$ (17,964)
Operations & maintenance	8,352	7,550	6,800	7,250	(300)
Services & other	317,789	314,850	234,860	315,283	433
Capital outlay	-	-	-	-	-
TOTAL	\$ 871,227	\$ 885,730	\$ 785,216	\$ 867,899	\$ (17,831)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
City Manager	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	-	-	(1.00)
Administrative Assistant II	1.00	-	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	1.00	-
Customer Service Rep.	1.00	1.00	1.00	1.00	-
Receptionist	0.48	0.48	-	-	(0.48)
TOTAL	5.48	4.48	4.00	4.00	(0.48)

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 coordinate public art activities and 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. Continue to develop Keller Art Walk as a signature, recurring event that encourages participation of all types of artists.
3. Update and maintain the Public Arts Master Plan and Policy.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Keller Public Arts Board meetings and work sessions	50	52	35	38
Town Hall Art Shows	5	5	5	5
Public art events and receptions	17	15	17	15
Meetings and work sessions with Keller Public Arts Society	9	12	10	12

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 740	\$ 1,996	\$ 1,056	\$ 1,998	\$ 2
Operations & maintenance	25,981	31,750	31,750	33,250	1,500
Services & other	6,428	7,450	7,450	7,450	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 33,149	\$ 41,196	\$ 40,256	\$ 42,698	\$ 1,502

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 and an Assistant City Secretary/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 and digitize 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, special, and run-off elections in accordance with City Charter and State law.
6. Assist the City Council with board and commission appointments.

DEPARTMENT/DIVISION OBJECTIVES:

1. Update the City Secretary portion of the City website.
2. Utilize Legistar to allow citizens to apply for boards and commissions and to track members' terms and information before the 2018 boards and commissions appointment process.
3. Create a new boards and commissions handbook before the 2019 appointments.
4. Expedite and streamline the request for public information procedure by implementing Laserfiche Forms.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
City Council Agendas/Minutes created	48	new measure	64	56
Ordinances and Resolutions completed	198	new measure	218	220
Process and respond to open records requests	395	369	492	516
Process and respond to open records requests	387	375	362	369

PERFORMANCE INDICATORS

Percent of meeting minutes presented by next meeting for approval	96%	100%	93%	98%
Open records requests processed through the Office of the Attorney General	13	new measure	8	5
City Council general, special, and run-off elections held	3	2	3	3

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 213,890	\$ 225,883	\$ 225,455	\$ 237,770	11,887
Operations & maintenance	792	1,200	1,200	1,200	-
Services & other	80,537	86,664	89,664	100,795	14,131
Capital outlay	-	-	-	-	-
TOTAL	\$ 295,219	\$ 313,747	\$ 316,319	\$ 339,765	\$ 26,018

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
City Secretary	1.00	1.00	1.00	1.00	-
Asst. City Secretary/Records Mgmt. Coord.	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

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 of all ages, staying flexible with changing platform algorithms.
2. Develop new strategies to improve the mobile user experience, including the continuation of website streamlining and analytics-based adjustments, development of an updated website design, and the exploration of a web-based service request system.
3. Partner with department heads to produce citizen-friendly budget and 'State of the City' materials.
4. Evaluate and implement select new trends in internal and external government communications aimed at better connecting with employees and residents where they're already seeking out information and engagement, including partnerships with and utilization of existing third-party services.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Weekly E-Newsletters Published	52	52	52	52
State of the City Presentations Prepared	4	4	4	4
Special Publications Produced	0	2	1	2
Community Surveys Managed & Marketed	8	6	6	6
Social Media Accounts Administered	17	18	18	20
Active Website E-Notification Subscribers	14,830	14,450	15,700	16,250
SirenGPS/Mass Notification Users	4,875	5,250	6,125	6,500

PERFORMANCE INDICATORS

Average Facebook Post Reach (largest account - City of Keller Government)	4,090	6,500	4,300	4,500
Average Twitter Monthly Impressions (largest account - @kellerpolice)	227,000	320,000	182,000	225,000
Average News E-Notification Open Rate	26%	28%	29%	29%
Unique Website Page Views	1.53M	1.4M	1.4M	1.54M

ADMINISTRATION DEPARTMENT COMMUNICATIONS DIVISION (100-100-04)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 108,503	\$ 113,346	\$ 122,213	\$ 127,989	14,643
Operations & maintenance	-	200	100	200	-
Services & other	47,915	72,058	67,858	79,888	7,830
Capital outlay	-	-	-	-	-
TOTAL	\$ 156,418	\$ 185,604	\$ 190,171	\$ 208,077	22,473

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Public Information Officer	1.00	1.00	1.00	1.00	-
TOTAL	1.00	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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Recycling events held	2	2	2	2
Keller Farmers Market events supported	30	30	30	32
Northeast Transportation Service riders	4,486	4,000	4,870	5,000

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 7,882	\$ 22,803	\$ 17,866	\$ 22,820	17
Operations & maintenance	-	-	-	-	-
Services & other	101,420	108,140	108,140	111,143	3,003
Capital outlay	-	-	-	-	-
TOTAL	\$ 109,302	\$ 130,943	\$ 126,006	\$ 133,963	3,020

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this program					
TOTAL	-	-	-	-	-

TOWN HALL OPERATIONS

TOWN HALL OPERATIONS (100-110)

DEPARTMENT DESCRIPTION:

The Town Hall Operations Facilities Department consists of the Facilities Manager, Building Maintenance Technicians II (2), and a contracted Janitor. The Facilities Department provides facility maintenance service and assistance to the following facilities; Town Hall, Police, Jail, Animal Adoption Center, Municipal Service Center, Fire Stations 1, 2, and 3, Senior Activities Center, and the Library. The Facilities Department assists in the general oversight of the facility maintenance, general repairs, HVAC systems, electrical, plumbing and lighting along with the overall building operations, developing and implementing the department budget, room and meeting requests, art show set-ups, door and security system operations and any and all other maintenance requests. The purpose of the department is to ensure the facilities are being maintained and cared for through efficient and effective preventative maintenance practices.

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 City owned properties.
2. Continue to monitor building energy consumption and recommend changes to improve overall energy efficiency and conservation within the cities facilities.
3. Maintain routine preventive maintenance of heating, ventilation, air conditioning (HVAC), and emergency generators. Ensure equipment is adequately covered 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, roof, fire alarm, clock tower, elevators door security, backflow devices, water heaters, and whatever else that may need to have preventive maintenance.
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 and activities.
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.

SERVICE LEVEL ANALYSIS:

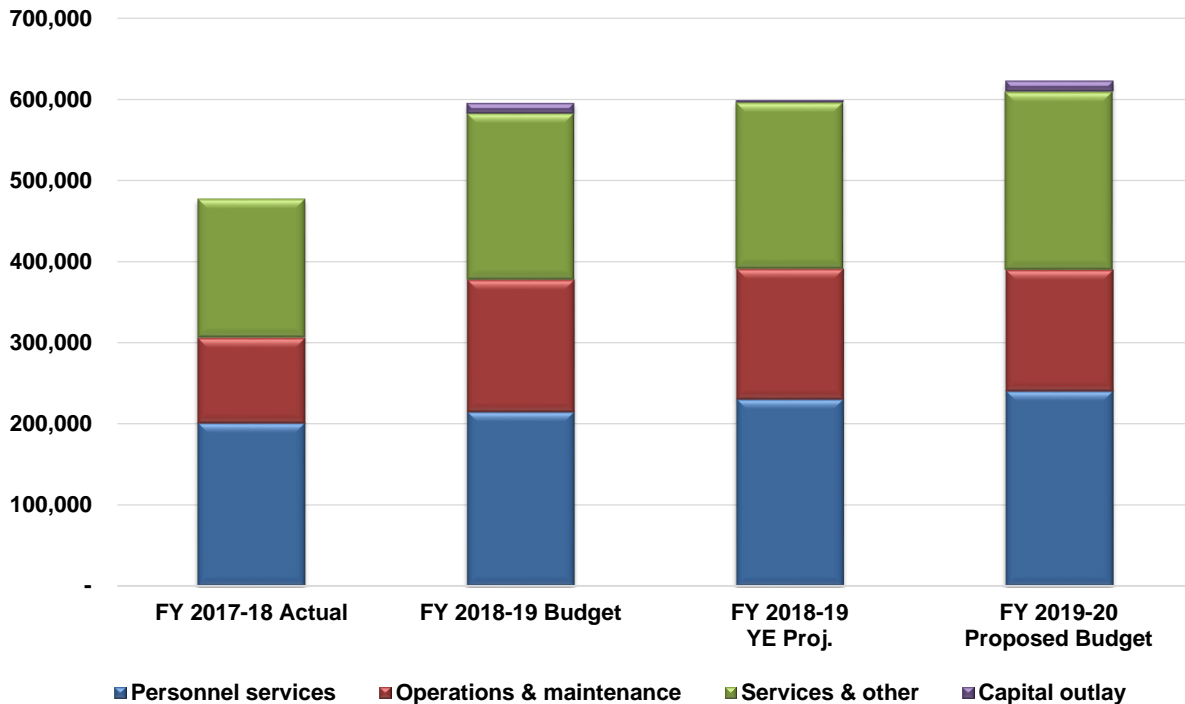
SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Overall Systems Maintained:	200,100	200,100	195,000	200,000
HVAC Systems	57	59	61	63
Electrical Systems	11	11	10	11
Plumbing Systems	11	11	10	11
Elevators	2	2	2	2
Fire & Sprinkler Systems	7	7	7	8
Generators	7	7	7	7
Facility Inspections	11	11	10	11
After Hours events supported	30	30+	30+	30+
Contracts Supported by Facilities	11	11	10	10

TOWN HALL OPERATIONS

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 201,473	\$ 215,262	\$ 230,757	\$ 240,576	25,314
Operations & maintenance	105,008	162,550	160,400	149,300	(13,250)
Services & other	171,021	205,177	205,177	219,778	14,601
Capital outlay	-	13,000	3,000	13,000	-
TOTAL	\$ 477,502	\$ 595,989	\$ 599,334	\$ 622,654	\$ 26,665

Town Hall Operations Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Facilities Manager	1.00	1.00	1.00	1.00	-
Building Maintenance Technician II	2.00	2.00	2.00	2.00	-
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 City 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 \$125 million in new construction.
- * Oversaw the groundbreaking of the first hotel in Keller Town Center as a result of City Council-approved economic development incentives agreement.
- * Continued investing in the growth and redevelopment of Old Town Keller by accepting the Phase II concept plan and initiating design of its first two steps.
- * Worked with the Keller Economic Development Board and the Retail Coach to assist with attracting quality commercial to large parcels remaining on Keller Parkway which included Braums, Jason's Deli, Andy's Frozen Custard and Einstein Bros. Bagels.
- * Worked with the Planning & Zoning Commission to complete the Future Land Use Plan update to help clarify the community's vision for residents, business owners, and potential developers.

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.
- * Continued to support weekly distribution of the weekly Keller Connect newsletter with over 15,000 subscribers.
- * Approved the use of park land in Town Center for the Keller Gold Star Families Memorial Monument.
- * Earned Two Transparency Stars from the Texas State Comptroller's Office.
- * Continued the funding of Open Government Financial Software that allows citizens access to City financial data.

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 2018-19 tax rate to \$0.41325 per \$100 of taxable value, the fifth consecutive decrease in the tax rate.
- * Continued to mitigate the effects of rising property values by increasing the homestead exemption rate from 8% to 10%.
- * Cash funded Capital Improvement Projects, vehicle and building replacement funds, economic development incentives, and one time equipment purchases to avoid issuing debt.
- * Maintained current bond ratings at AAA (Standard & Poor's).
- * 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:

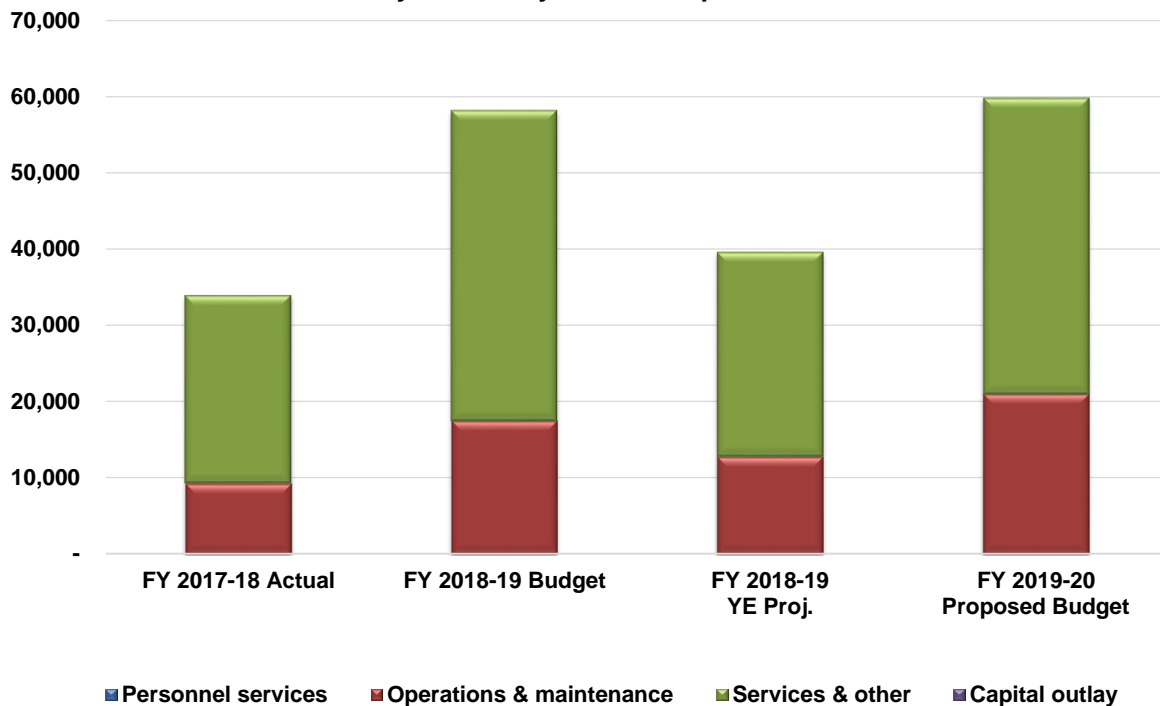
- * Increased sidewalk maintenance funding by \$30,000.
- * Approved Senior Center design/development contract as directed by the 2018 Bond Election results.
- * Approved street expansions and enhancements to manage growth and traffic patterns including the City's first two roundabouts.
- * Continued park and trails development and renovation.
- * Approved water infrastructure enhancements including the long overdue replacement of the Alta Vista Pump Station that supplies water to North Keller.

MAYOR & CITY COUNCIL

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	9,261	17,410	12,750	20,900	3,490
Services & other	24,695	40,744	26,844	38,890	(1,854)
Capital outlay	-	-	-	-	-
TOTAL	\$ 33,956	\$ 58,154	\$ 39,594	\$ 59,790	\$ 1,636

Mayor and City Council Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

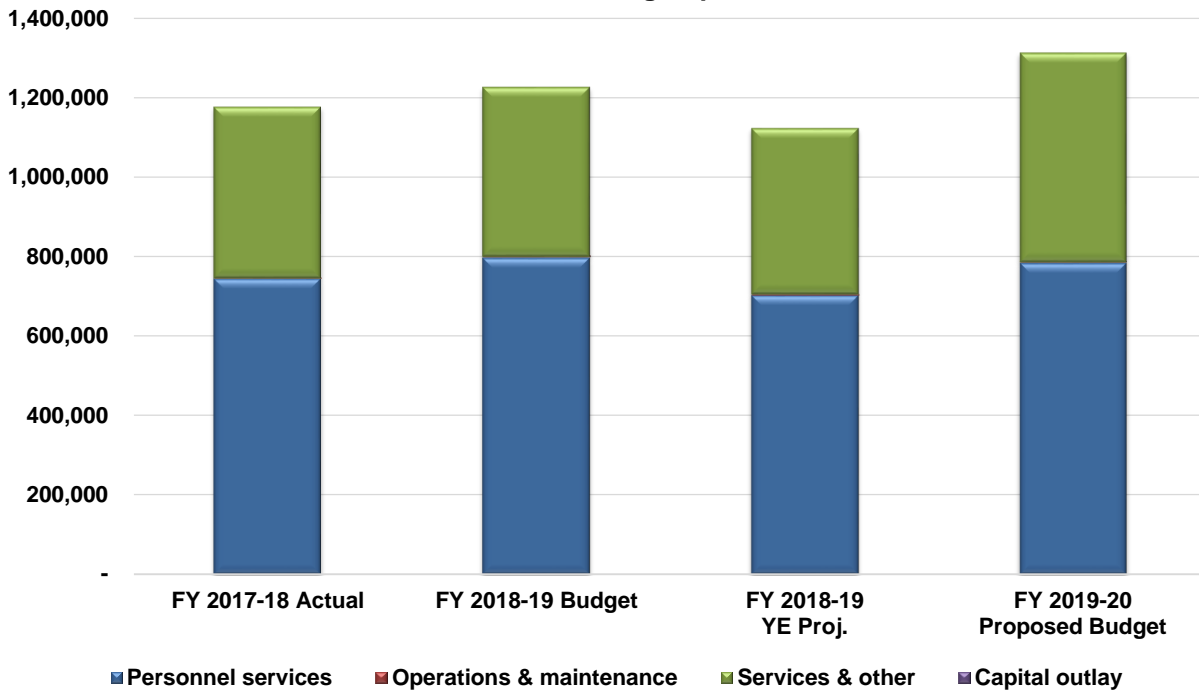
FINANCE & ACCOUNTING DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 1,034,959	\$ 1,080,965	\$ 978,396	\$ 1,173,419	\$ 92,454
Tax	142,729	145,960	145,960	139,554	(6,406)
TOTAL	\$ 1,177,689	\$ 1,226,925	\$ 1,124,356	\$ 1,312,973	\$ 86,048

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 744,555	\$ 797,061	\$ 703,032	\$ 783,854	\$ (13,207)
Operations & maintenance	2,031	3,705	3,150	3,380	(325)
Services & other	431,103	426,159	418,174	525,739	99,580
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,177,689	\$ 1,226,925	\$ 1,124,356	\$ 1,312,973	\$ 86,048

Finance And Accounting Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	8.00	8.00	8.00	8.00	-
Tax	-	-	-	-	-
TOTAL	8.00	8.00	8.00	8.00	-

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 31st consecutive year (FY1989 – FY2020).
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 24th consecutive year (FY1996 – FY2020).
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 applying for Transparency Stars from the State Comptroller's office.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Accounting Activities:				
Accounts payable checks processed	4,120	4,700	4,700	4,500
Invoice Payments Processed	7,655	8,100	8,100	8,000
Journal entries processed	4,495	4,500	4,500	4,500
Payroll checks processed	11,500	11,500	11,500	11,500
Employee W-2's issued	580	600	600	590
Purchasing Activities:				
Total Purchasing Card Transactions	7,849	8,500	8,500	8,300
Total Purchase Orders Processed	289	234	234	250
Total Bids	22	24	24	23
Budgeting Activities:				
Number of budget amendments	1	4	1	1
Number of budget transfers	35	22	25	30
Investing/Banking Activities:				
Number of Quarterly Investment Reports	4	4	4	4
Number of bank reconciliations	12	12	12	180

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

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS

Accounting Activities:

Avg # of Days for bank reconciliation	7	30	30	25
% of Voided checks to checks issued	>1%	>1%	>1%	>1%
% of Employees on direct deposit	100%	100%	100%	100%

Budgeting Activities:

General Fund Budget Vs. Actual %	6.27%	N/A	1.57%	0.50%
----------------------------------	-------	-----	-------	-------

Investing/Banking Activities:

Avg Weighted Investment Yield to Maturity	2.14%	0.65%	2.54%	1.50%
% of Funds invested long-term	53.4%	65%	65%	65%

EXPENDITURE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
EXPENDITURES BY CATEGORY:					
Personnel services	\$ 744,555	\$ 797,061	\$ 703,032	\$ 783,854	\$ (13,207)
Operations & maintenance	2,031	3,705	3,150	3,380	(325)
Services & other	288,374	280,199	272,214	386,185	105,986
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,034,959	\$ 1,080,965	\$ 978,396	\$ 1,173,419	\$ 92,454

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Director of Administrative Services	1.00	1.00	1.00	1.00	-
Assistant Director of Finance	1.00	1.00	1.00	1.00	-
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	8.00	8.00	8.00	8.00	-

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total property tax accounts	17,467	17,661	17,661	17,733
Total number of tax ceiling accounts	2,644	2,901	2,901	3,115
Taxable value of tax ceiling accounts (millions)	\$673	\$806	\$806	\$899
Total (taxable) value of new construction (millions)	\$142	\$130	\$130	\$131
Total (taxable) value of new residential construction (millions)	\$120	\$109	\$109	\$122
Total number of new residential properties	234	214	214	227
Total (taxable) value of new commercial construction (millions)	\$23	\$21	\$21	\$9
Total number of new commercial properties	10	16	16	7

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

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Percentage of taxes collected (services to be provided by the Tarrant County Tax Assessor/Collector)	99.55%	99.25%	99.25%	99.25%
Average appraised residential value	\$363,941	\$383,303	\$383,303	\$408,784
Average taxable residential value	\$329,840	\$346,378	\$339,361	\$355,394
Effective tax rate per \$100 of taxable value	0.40223	0.413275	0.413275	\$0.401949
Actual tax rate per \$100 of taxable value	0.42750	0.41325	0.41325	\$0.39990
Rollback tax rate per \$100 of taxable value	0.43269	0.413302	0.413302	\$0.431064
Average City of Keller tax bill (actual rate)	\$1,410	\$1,431	\$1,402	\$1,421
Average taxable value of tax ceiling accounts	\$239,638	\$277,957	\$277,957	\$288,660
Percentage of new construction by property category:				
Residential	84%	84%	84%	93%
Commercial	16%	16%	16%	7%

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	142,729	145,960	145,960	139,554	(6,406)
Capital outlay	-	-	-	-	-
TOTAL	\$ 142,729	\$ 145,960	\$ 145,960	\$ 139,554	\$ (6,406)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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.

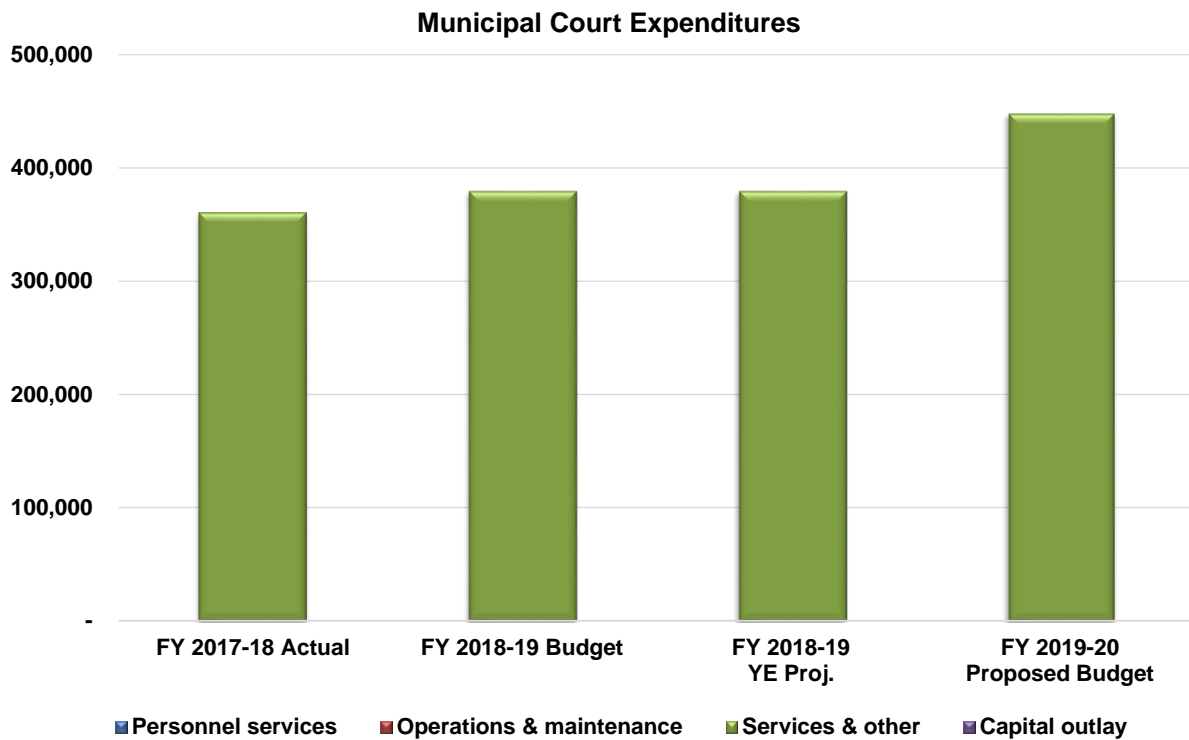
SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Number of citations processed	12,800	12,750	12,400	12,750
Number of cases requesting court dates	3,500	4,575	2,330	2,900
Number of cases with attorney representation	3,100	4,550	2,600	2,800
Number of court dockets held per year	78	78	78	80
Number of warrants processed/issued	2,960	2,910	2,950	2,940
Number of reports generated (open records requests)	275	310	329	355
Number of warrants outstanding	4,313	4,425	4,480	4,465
Number of defendants requesting jury trial	27	25-30	29	31

MUNICIPAL COURT

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	361,081	379,799	379,799	448,028	68,229
Capital outlay	-	-	-	-	-
TOTAL	\$ 361,081	\$ 379,799	\$ 379,799	\$ 448,028	\$ 68,229



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

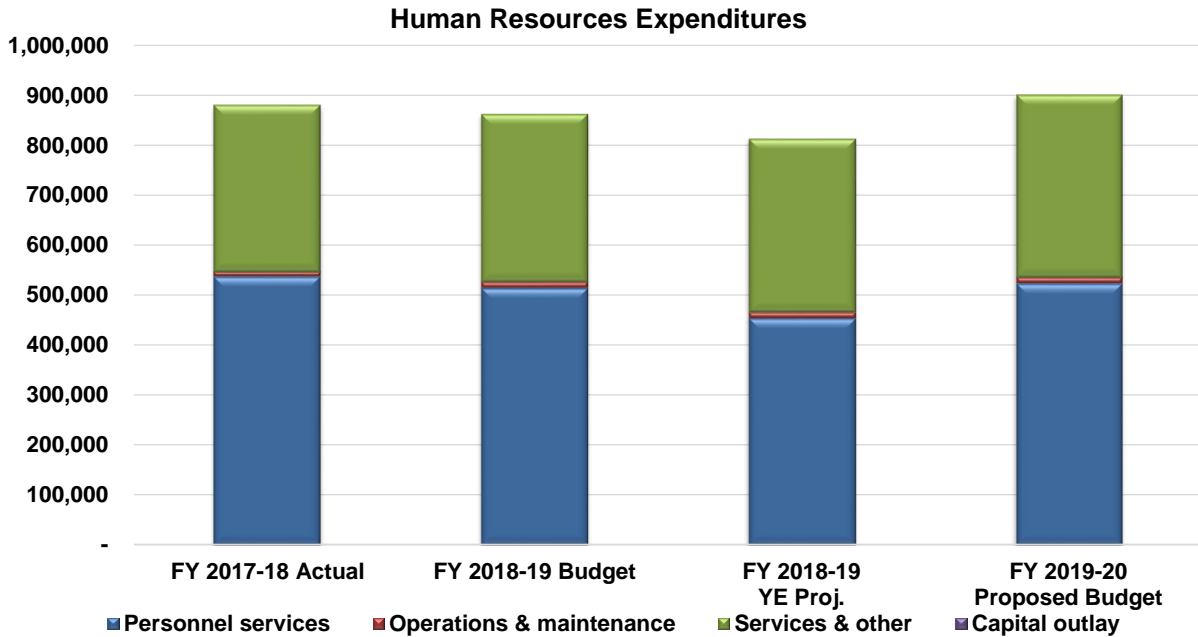
BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

HUMAN RESOURCES DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 747,104	\$ 862,362	\$ 813,102	\$ 900,878	\$ 38,516
Risk Management	133,499	-	-	-	-
TOTAL	\$ 880,603	\$ 862,362	\$ 813,102	\$ 900,878	\$ 38,516

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 535,736	\$ 513,171	\$ 452,986	\$ 522,072	\$ 8,901
Operations & maintenance	10,315	13,020	13,020	13,020	-
Services & other	334,551	336,171	347,096	365,786	29,615
Capital outlay	-	-	-	-	-
TOTAL	\$ 880,603	\$ 862,362	\$ 813,102	\$ 900,878	\$ 38,516



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	4.48	5.48	5.48	5.48	-
Risk Management	1.00	-	-	-	-
TOTAL	5.48	5.48	5.48	5.48	-

HUMAN RESOURCES DEPARTMENT ADMINISTRATION DIVISION (100-170-01)

DEPARTMENT DESCRIPTION:

The Human Resources & Risk Management Department (HR/RM) is responsible for maintaining the integrity of the workforce and risk management related activities of the City. It is designed to balance the concerns and operational activities of both the City, as the employer, and the employees. The Department directs and oversees the development, implementation, and oversight of organizational benefits, employee relations, workforce development, policies, disciplinary procedures, wage, risk management, compliance strategies, and budgetary preparation of related costs. Risk abatement and mitigation initiatives are accomplished through the development and application of appropriate methods related to Workers' Compensation and Property and Liability.

Direction and oversight of compensation and classification includes, but is not limited to: benefits, incentives, and wellness initiatives; legislative compliance; and market strategies. This is achieved through sustainable health, wellness, job-related incentives, and retirement benefit programs; and by designing and implementing those incentives to specifically address the individual employee's needs while balancing the City's needs for good stewardship. Initiatives for attracting and retaining a qualified workforce are achieved through the development and implementation of sound classification and compensation strategies, which include succession and career-path planning, service/department function analyses, and the encouragement of personal and professional advancement.

Administration of the workforce includes, but is not limited to the development and implementation of policies and business practices; legislative and social compliance; selection and retention strategies; training and development; and other employment-related processes.

Vendor contract management is another integral responsibility of the HR/RM Department. Whether related to benefits, talent acquisition or risk management, vendor contracts are obtained and maintained to ensure proper methods of administration, procurement, and cost management.

DEPARTMENT/DIVISION GOALS :

1. Develop a new general classification system.
2. Review for possible audit current compensation strategies.
3. Develop a compensation structure based on the new classification system based on the pre-identified market.
4. Review and audit internal HR/RM functions for possible streamlining and enhancements.
5. Develop an in-house training program.
6. Develop new onboarding/orientation processes and procedures.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
<u>Employee Recruiting:</u>				
General (#)	66	32	57	77
Retirements (#)	15	2	2	5
Promotions (#)	30	11	11	TBD
Applications Received (#)	3,873	2,660	3,160	2,500
Promotions (%)	25%	17%	13%	TBD
Attrition (%)	35%	18%	26%	21%
<u>Employee Events:</u>				
Employee Activities Team (#)	12	12	12	12
Health Fair (#)	1	1	1	1
Benefits Fair (#)	1	1	1	1
Awards Ceremonies (#)	1	1	1	1
<u>Risk Management:</u>				
Quarterly Safety Meetings (#)	40	40	40	40
Workers' Comp Claims (#)	22	10	10	0

HUMAN RESOURCES DEPARTMENT ADMINISTRATION DIVISION (100-170-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 413,430	\$ 513,171	\$ 452,986	\$ 522,072	\$ 8,901
Operations & maintenance	6,553	13,020	13,020	13,020	-
Services & other	327,121	336,171	347,096	365,786	29,615
Capital outlay	-	-	-	-	-
TOTAL	\$ 747,104	\$ 862,362	\$ 813,102	\$ 900,878	\$ 38,516

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Director of Human Resources and Risk Management	1.00	1.00	1.00	1.00	-
Human Resources Manager	1.00	1.00	-	-	(1.00)
HR Coordinator	-	1.00	1.00	1.00	-
Employment Specialist	1.00	1.00	1.00	1.00	-
HR Specialist	-	-	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	-
Human Resources Aide	0.48	0.48	0.48	0.48	-
TOTAL	4.48	5.48	5.48	5.48	-

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, minimize 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 Department Quarterly Safety Review Meetings to bring safety awareness to all employees, and 4) coordinate and conduct drills in compliance with the City's Evacuation Plan.

** Beginning FY 2018-19 the Risk Management division was merged into the HR Admin (100-170-01) division.*

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:

1. Complete reporting of all Workers' Compensation claims by statutory deadlines.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Department Quarterly Safety Review Meetings	30			
Worker Compensation Claims Processed	34			
Equipment and Vehicle Damage Claims Processed	45			
Liability Claims Processed	30			
Property Claims Processed	15			
Subrogation Claims	10			
FMLA Request Processed	50			
TML Online Training Classes Taken	1060			
New Employee Safety Orientation	40			
PERFORMANCE INDICATORS				
All Workers' Compensation Claims Filed Within Designated Deadline	100%			

HUMAN RESOURCES DEPARTMENT RISK MANAGEMENT DIVISION (100-170-15)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 122,306	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	3,762	-	-	-	-
Services & other	7,430	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 133,499	\$ -	\$ -	\$ -	\$ -

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Risk Manager	1.00	-	-	-	-
TOTAL	1.00	-	-	-	-

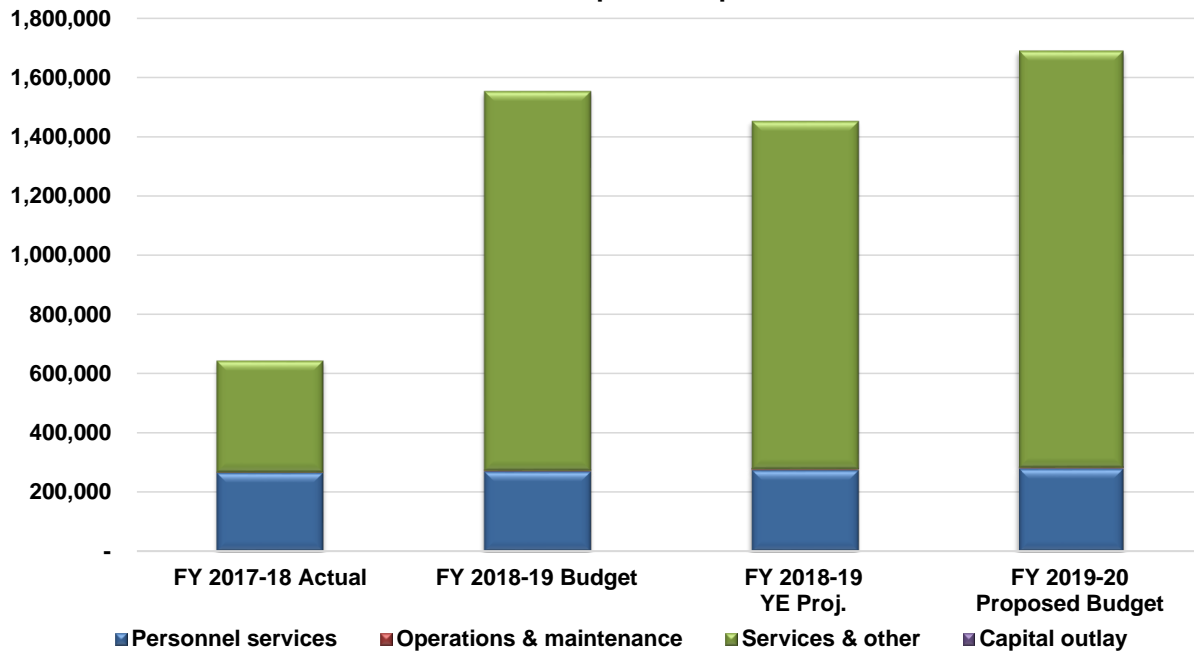
ECONOMIC DEVELOPMENT DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 553,196	\$ 905,178	\$ 571,072	\$ 598,674	\$ (306,504)
Economic Development Incentives	94,153	648,714	881,519	1,090,436	441,722
TOTAL	\$ 647,350	\$ 1,553,892	\$ 1,452,591	\$ 1,689,110	\$ 135,218

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 266,066	\$ 269,980	\$ 274,229	\$ 279,414	\$ 9,434
Operations & maintenance	2,322	4,415	4,500	4,415	-
Services & other	378,962	1,279,497	1,173,862	1,405,281	125,784
Capital outlay	-	-	-	-	-
TOTAL	\$ 647,350	\$ 1,553,892	\$ 1,452,591	\$ 1,689,110	\$ 135,218

Economic Development Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY DIVISION</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	2.48	2.48	2.48	2.48	-
TOTAL	2.48	2.48	2.48	2.48	-

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. The ultimate goal is to increase the commercial property tax base, maintain residents' property value and improve quality of life for all Keller residents. The Department will utilize the 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
- Encourage patronage from those living outside of Keller

DEPARTMENT/DIVISION GOALS:

Attraction and Retention Activities:

1. Attract and retain quality commercial developments from a variety of target industries that maintain 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 (KIIK) program to promote and support local businesses. Continue ongoing shop-local campaign and maintain the www.keepitinkeller.com website that provides information for residents and visitors alike.
4. Attend at least four (4) 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 for individuals.
6. Foster communication with neighboring cities, county, NTCOG, state legislative representatives, office of the governor and the state economic development department.
7. Pursue Accredited Economic Development Organization (AEDO) status.

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. Procure reservations for the Retail Live Austin, NTCAR, and SCR annual events.
3. Tailor marketing outreach to goals.
4. Procure reservations in at least two (2) IEDC training seminars for both the Director and Coordinator toward CED accreditation.
5. Continue the interactive relationship with the Greater Keller Chamber of Commerce, including the business survey feedback they acquire on our behalf.
6. Pursue at least six (6) business recruitment trips for unique regional and national commercial opportunities of target industries to locate to Keller.
7. Pursue Foreign Direct Investment (FDI).

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

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Recruitment:				
New business recruitment efforts	80	85	89	85
New businesses	63	60	60	60
Trade shows attended	4	3	3	4
Developer/broker forums	1	1	1	1
Promotion:				
KIIK Individual Promotions	178	250	180	200
KIIK Area Events	2	3	2	2
Ribbon Cuttings/Grand Openings	16	25	25	25
Chamber Partnered Promotions	2	4	5	4
Print Media Advertisements	6	10	4	9
Digital Media Advertisements	0	6	2	4
Outdoor Advertisements	3	4	4	4
Promotional Video Update	1	0	0	1
Retention:				
Interview Business Community	100	100	100	100
Business Guide (Copies Dispensed)	4000	5000	5000	5000
Expansion:				
Track expansion opportunity sites (Times Canvased)	0	2/Year	0	0
Track businesses prime for exp.	36	100	30	50
Retention and Expansion:				
Business expansions	1	8	1	5
Retail Occupancy Average Rate**	96.4%	97.5%	96.5%	96.6%
Office Occupancy Average Rate**	83.8%	91.0%	84.9%	84.3%
Hotel Occupancy Average Rate	0%	30%	0%	30%
Business roundtables with Keller businesses	8	4	3	4
Welcome kits distributed	16	30	25	25
Communication with neighboring cities, county, NTCOG, state legislative representatives, office of the governor and the state economic development department.	12	12	12	12

** As indicated by third party consultant

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 266,066	\$ 269,980	\$ 274,229	\$ 279,414	\$ 9,434
Operations & maintenance	2,322	4,415	4,500	4,415	-
Services & other	284,809	630,783	292,343	314,845	(315,938)
Capital outlay	-	-	-	-	-
TOTAL	\$ 553,196	\$ 905,178	\$ 571,072	\$ 598,674	\$ (306,504)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Director of Public Services/Economic Development	1.00	1.00	1.00	1.00	-
Economic Development Coordinator	1.00	1.00	1.00	1.00	-
Economic Development/Marketing Intern	0.48	0.48	0.48	0.48	-
TOTAL	2.48	2.48	2.48	2.48	-

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

EXPENDITURE SUMMARY

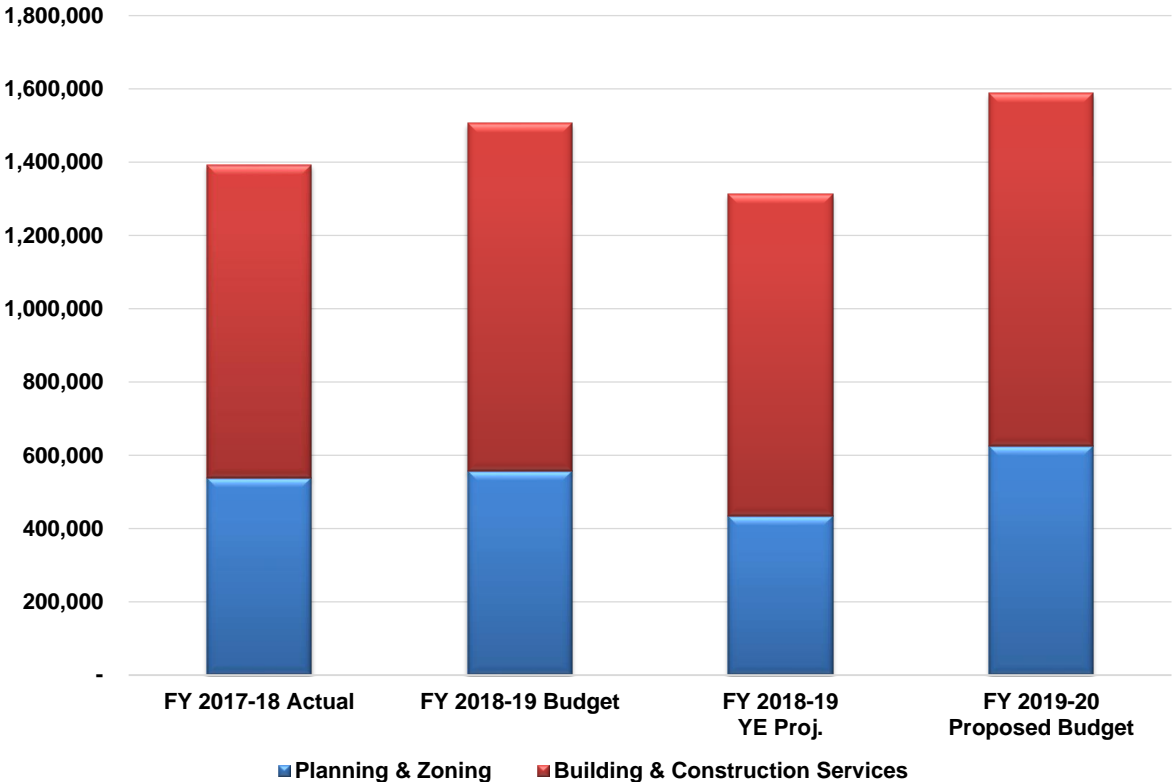
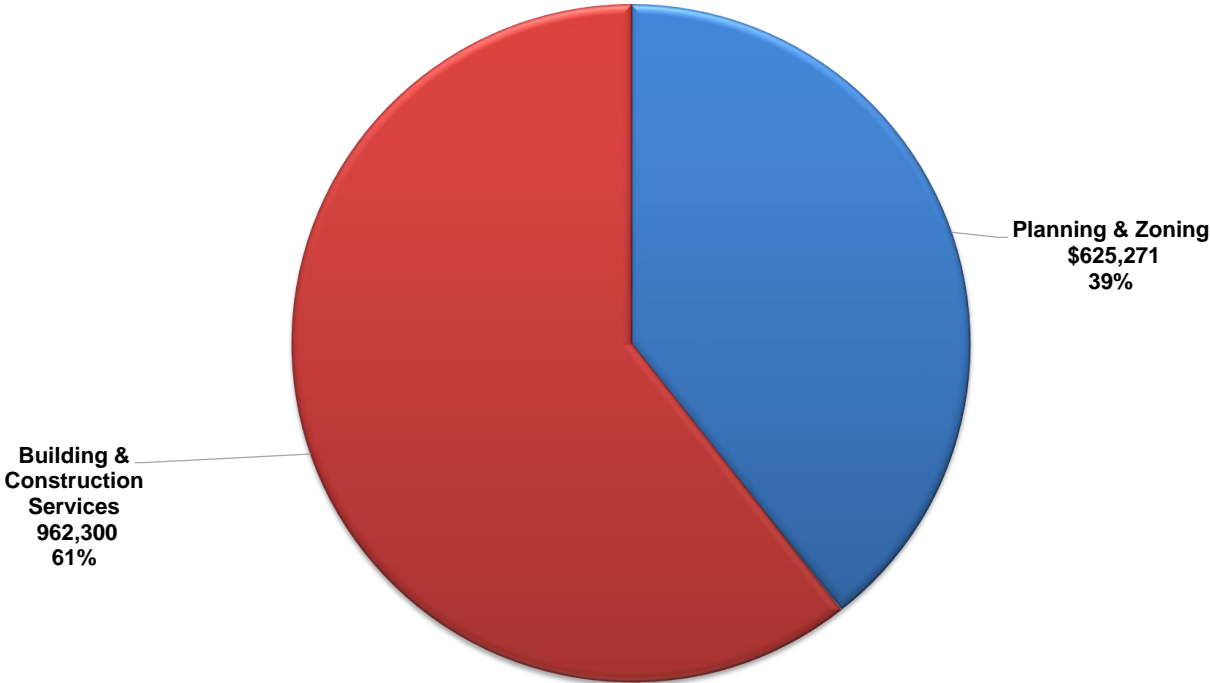
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	94,153	648,714	881,519	1,090,436	441,722
Capital outlay	-	-	-	-	-
TOTAL	\$ 94,153	\$ 648,714	\$ 881,519	\$ 1,090,436	\$ 441,722

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

COMMUNITY DEVELOPMENT

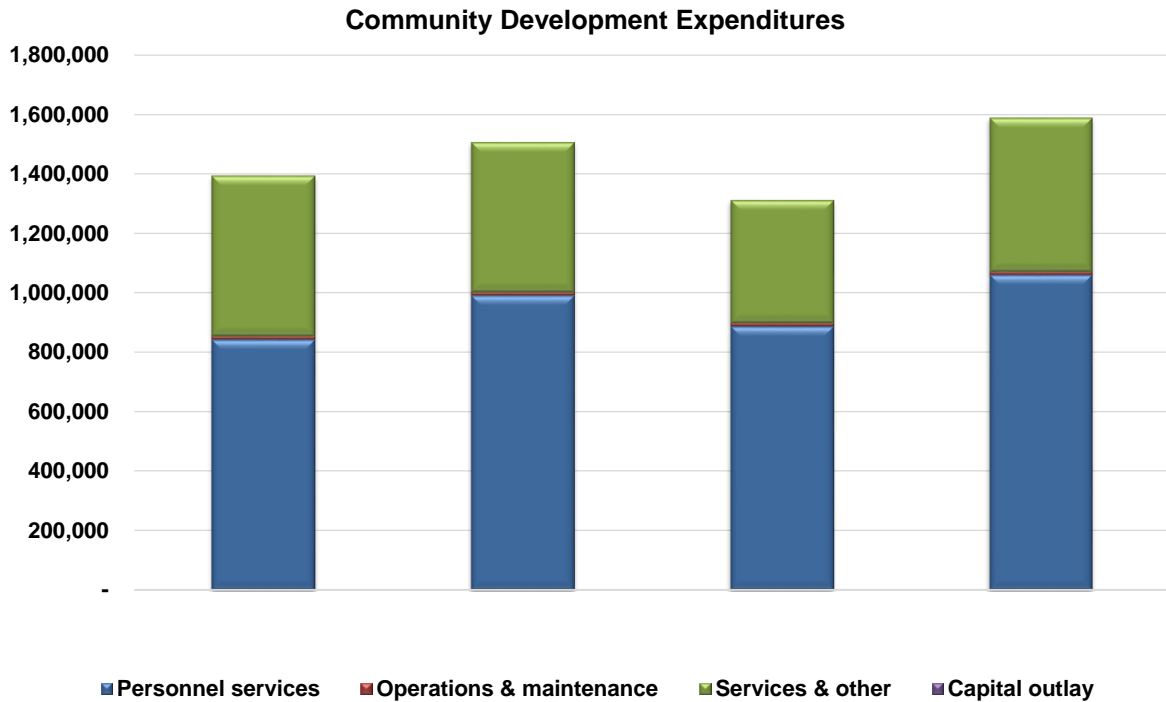


COMMUNITY DEVELOPMENT DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Planning & Zoning	\$ 538,219	\$ 557,293	\$ 434,219	\$ 625,271	\$ 67,978
Building & Construction Services	855,163	948,616	877,543	962,300	13,684
TOTAL	\$ 1,393,382	\$ 1,505,909	\$ 1,311,762	\$ 1,587,571	\$ 81,662

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 842,566	\$ 989,804	\$ 886,707	\$ 1,059,271	\$ 69,467
Operations & maintenance	11,885	11,632	11,332	11,055	(577)
Services & other	538,931	504,473	413,723	517,245	12,772
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,393,382	\$ 1,505,909	\$ 1,311,762	\$ 1,587,571	\$ 81,662



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Planning & Zoning	4.27	4.27	5.00	5.00	0.73
Building & Construction Services	8.00	8.00	8.00	8.00	-
TOTAL	12.27	12.27	13.00	13.00	0.73

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

DEPARTMENT DESCRIPTION:

The Community Development Department's Planning and Zoning Division is responsible for planning, facilitating, organizing, and directing the City's growth and development. The Division implements development policies in accordance with the City Council-directed goals and objectives. The Division's responsibilities includes both short- and long-term planning. These efforts involve zoning, commercial development, residential subdivision plan review and the attendant processes: platting, planned developments, specific use permits, variances, and coordination of impact fees. The Division provides project management and coordination among other development-related departments by managing the Development Review Committee and the use of permit tracking software (TrakIt). These systems help expedite and advance the development projects more efficiently and shorten the time between application for a permit and issuance of a permit. The Division 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. Streamline and facilitate the development process to reduce staff review times and project submission-to-completion timelines.
2. Provide development project coordination with other departments and management of individual projects to minimize confusion for developers and maximize the efficiency of the development process.
3. Implement the City's Land Use Plan and facilitate master planning efforts.
4. Maintain, update, and amend the Unified Development Code (UDC) to encourage development, eliminate conflicting or confusing ordinance clauses, and adjust to evolving City Council objectives.
5. Support and assist with the development and implementation of ordinances and development plans for special projects (i.e. Old Town Keller East, Future Land Use Plan (FLUP) Update, Thoroughfare Plan, Parks & Trails Master Plan Update, Impact Fee Ordinance Update).
6. Provide easily accessible information such as development applications, public hearings, policies, and regulations on the City's web page for customer and public access in coordination with the City Secretary (Legistar) and the Public Information Officer.
7. 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.
8. Assist the Economic Development Department in updating databases for use in business recruiting efforts (i.e., site and building inventories, marketing information, preparation of economic incentive packages to appropriate and interested business prospects).
9. Strengthen the effectiveness of development boards by providing training for board members.
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. Support the City's GIS program and efforts through assigning addresses and notifying GIS of zoning changes and amendments.
13. Assist Code Compliance with landscaping, signage, and development regulation violations.

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

DEPARTMENT/DIVISION OBJECTIVES:

1. Reorganize the procedure for managing the many walk-in planning and zoning inquiries in a manner to better utilize customers' time and allow staff the necessary time to research the planning and/or zoning issues. Customers will be provided an opportunity by front-desk staff to schedule a meeting with a planner or have a planner call them.
2. Continue to monitor the Development Review Committee (DRC) process and implement changes identified by the extensive process review conducted by staff. Adjust process as necessary to maximize efficiency and customer service.
3. Provide project management for all development applications from initial submittal to Certificates of Occupancy issuance. Planners will coordinate each project and provide a single point of contact to improve efficiency of communication. Planners will ensure all code requirements are being met throughout entire development process.
4. Provide project management assistance for special projects. Staff will continue to assist with implementation of OTK East Public Improvements Project and UDC application. Other projects include amending the UDC to address updates for the tree ordinance, fences, conflicting clauses, and confusing texts.
5. Improve tree mitigation enforcement for new developments by increasing inspections and fostering better communication with developers to reduce number of violations/citations.
6. Update Department's webpage to improve customer service and full transparency on development process and practices. Complete new DRC development packet to improve knowledge of all steps in process.
7. Promote the City by applying for planning and development awards for special districts (Town Center, OTK West/East).

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Planning and Zoning Commission (P & Z) Meetings	22	22	22	22
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)	12	12	15	10
Plat applications (all types) reviewed	43	44	35	35
Zoning Change requests (straight and PDs) reviewed	5	19	10	10
Future Land Use Plan Amendments reviewed	0	6	0	0
Site Plans reviewed	26	26	25	25
Specific Use Permits (SUP) reviewed	36	25	25	30
UDC Variances reviewed	20	31	25	25
Tree Appeals reviewed	1	3	5	3
Tree Protection Site Inspections (Weekly)	51	51	51	51
Site Finals	11	45	25	25
Sign Permits reviewed	226	296	250	250
Civil Plans Reviewed	26	32	15	20
Land/Screening Wall Plans reviewed	5	8	10	10
Code Compliance Cases	4	4	4	5
DRC Meetings	47	49	48	48
Capital Improvements Advisory Committee (CIAC) Meetings	5	5	2	2

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

SERVICE LEVEL ANALYSIS: (CONTINUED)

SERVICES PROVIDED (CONTINUED)

Zoning Board of Adjustments (ZBA) Regular & Special Meetings	4	10	5	10
Zoning Board of Adjustments (ZBA) variance cases reviewed	6	17	15	15

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Office staff (FTE)	4.27	4.27	5	5
Average staff processing time for initial review of zoning and SUP applications (in days)	15	15	15	15
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)	21	21	21	21
Average review time for ZBA cases	14	14	14	14

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 301,482	\$ 362,118	\$ 330,044	\$ 429,077	\$ 66,959
Operations & maintenance	4,336	2,660	2,660	2,660	-
Services & other	232,400	192,515	101,515	193,534	1,019
Capital outlay	-	-	-	-	-
TOTAL	\$ 538,219	\$ 557,293	\$ 434,219	\$ 625,271	\$ 67,978

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Community Development Director	1.00	1.00	1.00	1.00	0.00
Planner I	3.00	3.00	3.00	3.00	0.00
Planning Technician	-	-	1.00	1.00	1.00
Planning Intern	0.27	0.27	-	-	(0.27)
TOTAL	4.27	4.27	5.00	5.00	0.73

COMMUNITY DEVELOPMENT DEPARTMENT

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

DEPARTMENT DESCRIPTION:

The Building and Construction Services Divisions primary responsibilities entail oversight of building plan review, pre-construction meetings and building permit issuance, construction inspections, and issuance of certificates of occupancy. The health and safety issues related to building integrity drive the Division's policies; support for development initiatives drives the Division's customer service focus. In addition to overseeing the issuance of a variety of permits from the trades (mechanical, plumbing, electrical) to residential accessory structures to commercial multi-story buildings, the Division also adopts, enforces, and regularly updates the suite of International Building Codes and the corresponding sections of the City's Unified Development Code (UDC) as they apply to all construction-related efforts in the City.

DEPARTMENT/DIVISION GOALS:

1. Provide prompt, friendly, and efficient customer service to all customers - citizens, developers, builders, and contractors.
2. Conduct quality inspections within 24 hours, Monday through Friday, and apply consistent interpretations of the building codes, zoning codes, and Unified Development Code.
3. Increase community awareness of the Division's services through public information activities (including Development Review Committee weekly meetings, periodic meetings with property owners and contractors, and interactive web-based information).
4. Protect Keller's distinct quality of life by encouraging voluntary compliance for property code violations.
5. Support staff's continued professional development and ability to acquire licenses and certifications through professional training.

DEPARTMENT/DIVISION OBJECTIVES:

1. Provide step-by-step construction process details to the applicant during the pre-construction meetings to avoid confusion and unnecessary delays related to inspections and, ultimately, the certificate of occupancy. These meetings shall provide an opportunity to the property owner, developer, and builder to ask multiple department representatives any questions related to the construction process prior to issuing commercial building permits.
2. Provide training opportunities for Building and Construction Services staff and Code Enforcement Staff to improve performance by earning continuing education units for both new licenses and certifications as well as renewals.
3. Provide Code (UDC and Municipal Code) revisions and amendments reflective of community values and City Council direction. Communicate these changes to residents, business owners, developers, and contractors.
4. Continue to reinforce our multiple open lines of communication with fellow departments involved in the permitting and construction process to enhance working relationships and thus improve efficiency.
5. Offer efficient ways to expedite the permitting process.
6. Provide remedies to property owners for complying with property code violations. This often will include meeting the owner, resident, controller and/or contractor personally on site to explain the City code, the violation, and the way to remedy the violation to come into compliance.
7. Seek voluntary compliance for code violations through public education (such as the onsite meetings described above and use of the City website) as well as working with residents, ecumenical ministry organizations, and volunteer groups.
8. Pursue the formation and implementation of a substandard structure program to support quality of life goals and community property values.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Staff Inspections	540	700	406	475
Contracted Inspections	5,835	5,750	4,297	5,100
Staff Plan Review	535	1,200	926	730
Contracted Plan Review	63	140	78	70
New Non-Residential Permits	19	30	20	20
New Single-Family Permits	122	125	130	150
Certificates of Occupancy Issued for Existing Structures:	93	120	60	75
Other Permits	2,316	2,600	2,500	2,500
Code Cases Opened	1073	1,000	930	1,002
Code Inspections	2,910	2,800	2,578	2,744
Citations	19	30	34	26

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

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Staff Inspections (2 inspectors)	579	400 per inspector	406	473
Contracted Inspections (2 inspectors)	5835	2,750 per inspector	4297	5066
Staff Plan Review (2 examiners)	1386	1) examiner: 1000 2) examiner: 350	1400	1400
Contracted Plan Review (1 examiner)	63	140	78	70
New Non-Residential Permit Revenue	\$507,797	\$770,000	\$650,000	\$650,000
New Single-Family Revenue	\$1,031,987	\$1,000,000	\$1,000,000	\$1,000,000
Certificate of Occupancy Revenue	\$4,550	\$5,000	\$5,000	\$5,000
Other Permit Revenue **	\$173,862	\$230,000	\$175,000	\$175,000
Code Cases Opened (2 Code Officers)	1073	500 per officer	930	1022
Code Inspections (2 Code Officers)	2910	1,500 per officer	2578	2744
Percent of Cases that resulted in a Citation	1.80%	3.00%	1.50%	1.50%

** Corrections issued as prior numbers reflect duplicate data

EXPENDITURE SUMMARY

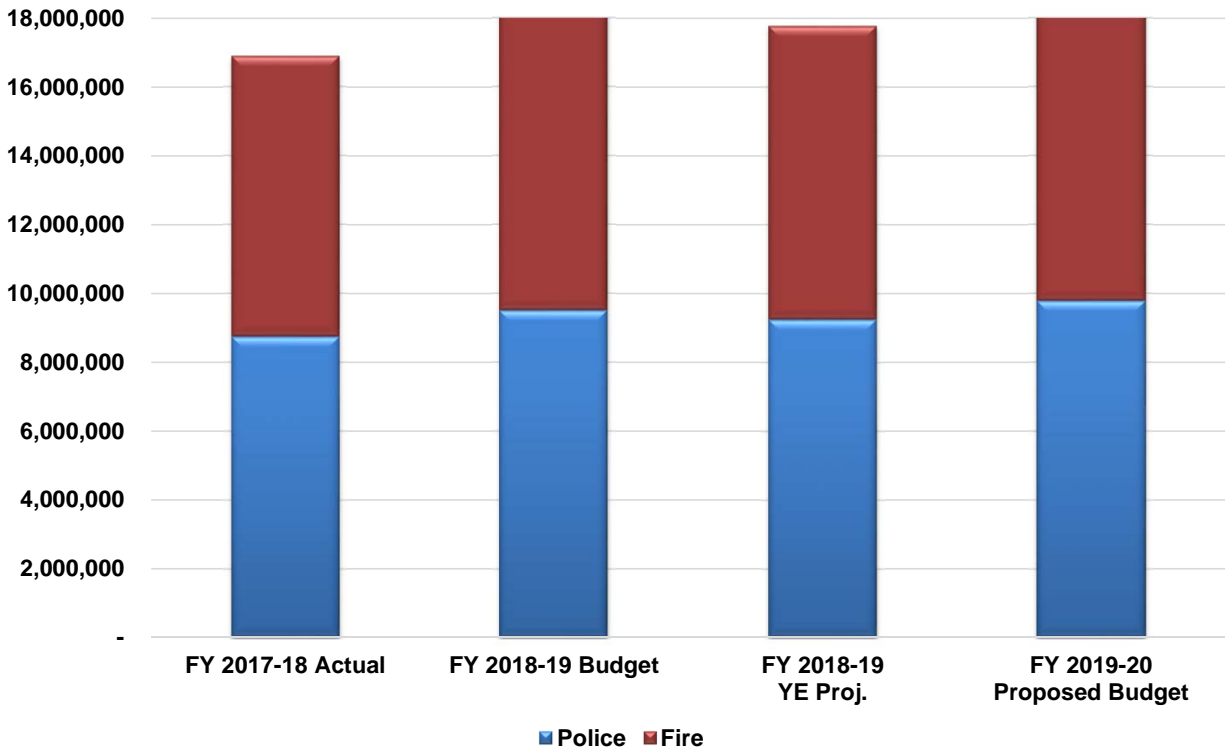
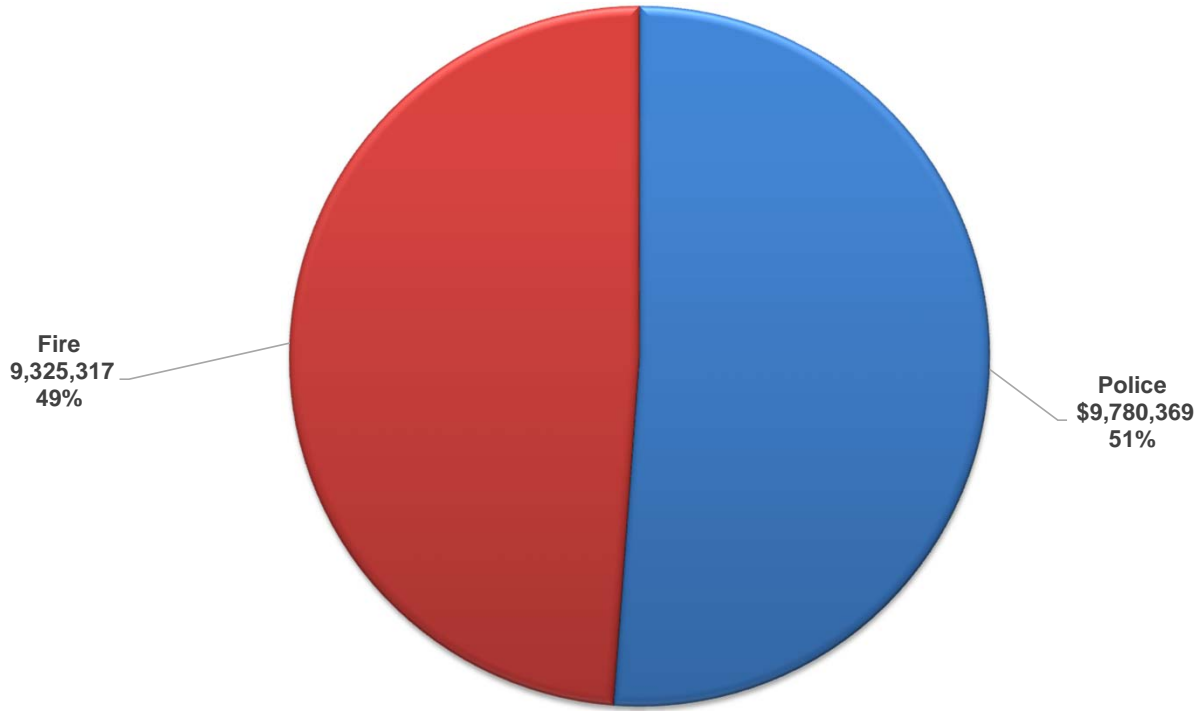
EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 541,084	\$ 627,686	\$ 556,663	\$ 630,194	\$ 2,508
Operations & maintenance	7,549	8,972	8,672	8,395	(577)
Services & other	306,531	311,958	312,208	323,711	11,753
Capital outlay	-	-	-	-	-
TOTAL	\$ 855,163	\$ 948,616	\$ 877,543	\$ 962,300	\$ 13,684

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Building Services Mgr./Building Official	1.00	1.00	1.00	1.00	-
Senior Plans Examiner	1.00	1.00	-	-	(1.00)
Plans Examiner	-	-	1.00	1.00	1.00
Code Compliance Coordinator	1.00	1.00	1.00	1.00	-
Code Compliance Officer	2.00	2.00	2.00	2.00	-
Administrative Assistant	1.00	1.00	1.00	1.00	-
Permit Technician	2.00	2.00	2.00	2.00	-
Code Compliance Technician	-	-	-	-	-
TOTAL	8.00	8.00	8.00	8.00	-

PUBLIC SAFETY

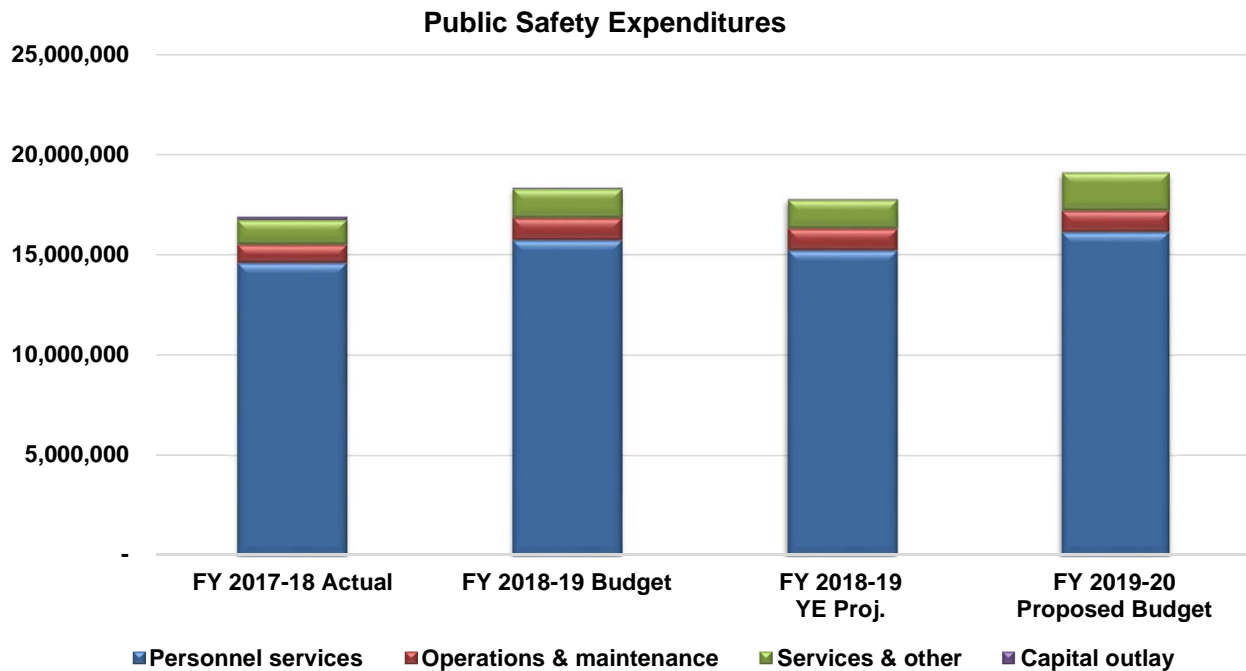


PUBLIC SAFETY

EXPENDITURE SUMMARY

EXPENDITURES BY DEPARTMENT:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Police	\$ 8,743,988	\$ 9,505,132	\$ 9,245,291	\$ 9,780,369	\$ 275,237
Fire	8,150,723	8,814,211	8,527,882	9,325,317	511,106
TOTAL	\$ 16,894,710	\$ 18,319,343	\$ 17,773,173	\$ 19,105,686	\$ 786,343

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 14,582,841	\$ 15,724,095	\$ 15,205,840	\$ 16,120,450	\$ 396,355
Operations & maintenance	907,686	1,107,584	1,089,709	1,067,901	(39,683)
Services & other	1,243,036	1,453,664	1,442,481	1,907,335	453,671
Capital outlay	159,076	34,000	35,143	10,000	(24,000)
TOTAL	\$ 16,894,710	\$ 18,319,343	\$ 17,773,173	\$ 19,105,686	\$ 786,343



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DEPARTMENT:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Police	88.44	88.44	88.44	90.44	2.00
Fire	57.00	57.00	57.00	57.00	-
TOTAL	145.44	145.44	145.44	147.44	2.00

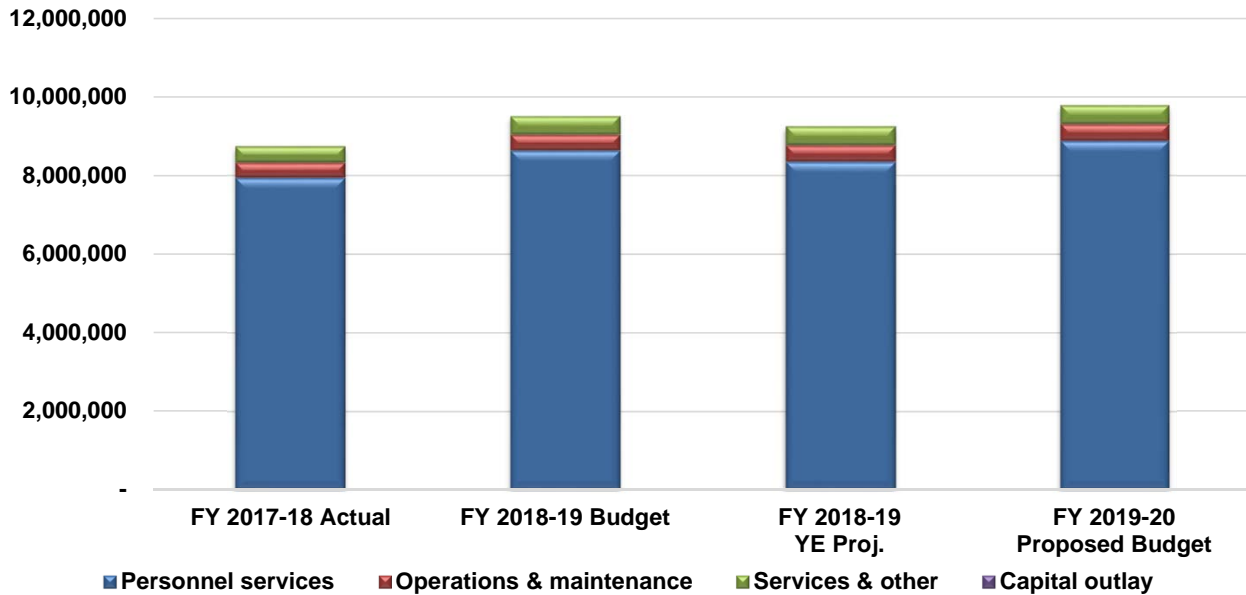
POLICE DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 592,214	\$ 677,242	\$ 683,190	\$ 694,915	\$ 17,673
Police Operations	5,116,842	5,489,364	5,332,574	5,670,997	181,633
Public Safety Dispatch & Records	2,050,040	2,245,253	2,176,435	2,290,938	45,685
Animal Services & Adoption	358,798	396,426	382,220	398,349	1,923
Jail Operations	626,093	696,847	670,872	725,170	28,323
TOTAL	\$ 8,743,988	\$ 9,505,132	\$ 9,245,291	\$ 9,780,369	\$ 275,237

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 7,940,239	\$ 8,629,167	\$ 8,345,844	\$ 8,878,983	\$ 249,816
Operations & maintenance	383,068	405,800	418,300	419,050	13,250
Services & other	418,610	470,165	481,147	482,336	12,171
Capital outlay	-	-	-	-	-
TOTAL	\$ 8,743,988	\$ 9,505,132	\$ 9,245,291	\$ 9,780,369	\$ 275,237

Police Expenditures



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	3.90	3.90	3.90	3.90	0.00
Police Operations	48.00	48.00	48.00	49.00	1.00
Public Safety Dispatch & Records	24.00	24.00	24.00	25.00	1.00
Animal Services & Adoption	4.44	4.44	4.44	4.44	0.00
Jail Operations	8.10	8.10	8.10	8.10	0.00
TOTAL	88.44	88.44	88.44	90.44	2.00

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.
4. Promote a culture centered around E to the 4th Power and our role and purpose to Serve the Greater Good, Justly Apply local, state, and federal law, and demonstrate Fundamental Fairness by treating all with Dignity and Respect.

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 Facebook, Twitter, and E-Safe Platforms.
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. Continue to be open and explore other possible partners for the regional jail and animal adoption center.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total Part I Major Crimes	318	350	355	345
Total arrests	861	1,300	900	1,035
Total Reported Traffic Collisions	219	230	230	225
Citizen-initiated calls for service	22,088	27,000	22,260	23,000
Officer-initiated calls for service	60,584	69,000	62,000	70,000
E-Safe emails/Twitter/Facebook followers	78,340	68,000	80,000	82,000

** Excludes the Town of Westlake

POLICE DEPARTMENT ADMINISTRATION DIVISION (100-300-01)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 452,085	\$ 496,829	\$ 503,295	\$ 516,876	\$ 20,047
Operations & maintenance	41,420	62,300	62,800	62,300	-
Services & other	98,708	118,113	117,095	115,739	(2,374)
Capital outlay	-	-	-	-	-
TOTAL	\$ 592,214	\$ 677,242	\$ 683,190	\$ 694,915	\$ 17,673

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 Assistant	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, 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. We will also begin utilizing Crime Interruption software to better predict trends.
2. The Keller Police School Campus Patrol Program will continue the partnership with the Keller Independent School District, local private schools, and the Town of Westlake to provide a heightened level of security and safety for 13 school campuses within 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 2019-20 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 a two hour class, 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. Maintain officer-training levels through in-house and outside training sources.
7. Reduce traffic crashes rate by 5% through enforcement and education efforts.
8. Maintain traffic enforcement/special watch patrols and high visibility in neighborhoods and other locations of frequent traffic complaints.
9. Maintain enforcement of narcotic activities in the City of Keller.
10. Continue the Take Me Home Program.
11. 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.
12. We have partnered with MHMR to conduct home follow-up visits for issues/needs that have risen in the city of Keller.

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to run four (4) shifts consisting of a Sergeant, Corporal and five (5) 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 Division's 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.
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 based 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. 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.

POLICE DEPARTMENT

POLICE OPERATIONS DIVISION (100-300-20)

DEPARTMENT/DIVISION OBJECTIVES: (CONTINUED)

6. Maintain average of 40 hours of in-house / outside training per officer.
7. 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 Traffic Data Collection technology to provide enhanced traffic and speed data that will assist in determining future traffic enforcement efforts.
8. Continue to respond to traffic complaints and schedule traffic enforcement details at high incident locations. Conduct follow-ups with complainants to review results of our enforcement efforts. Continue 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.
9. 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 and communicate intelligence to outside sources such as Tarrant County Task Force and The Drug Enforcement Agency.
10. The Keller Police Department has partnered with MHMR to conduct follow-up interviews on persons taken into custody on emergency mental detentions.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total arrest made	861	1,300	900	1,035
Total citations issued	8,424	17,400	6,288	10,000
Total cases investigated	1,460	1,500	1,496	1,500
Alarm Responses	2,792	3,000	2,743	3,000
Volunteers in Policing total hours	2,025	2,500	2,100	2,500
Crime Prevention Presentations	234	210	240	250
PERFORMANCE INDICATORS				
Case Clearance Rate	57%	70%	58%	65%
Part 1 Crime clearance rate	22%	40%	25%	40%

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 4,748,983	\$ 5,110,868	\$ 4,945,578	\$ 5,281,706	\$ 170,838
Operations & maintenance	244,211	248,500	254,500	254,500	6,000
Services & other	121,577	129,996	132,496	134,791	4,795
Capital outlay	-	-	-	-	-
TOTAL	\$ 5,116,842	\$ 5,489,364	\$ 5,332,574	\$ 5,670,997	\$ 181,633

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Police Captain	1.00	1.00	1.00	1.00	-
Lieutenant	2.00	1.00	1.00	1.00	-
Lieutenant CID	1.00	1.00	1.00	1.00	-
Police Officer	30.00	32.00	32.00	33.00	1.00
Police Sergeant	5.00	5.00	5.00	5.00	-
Corporal	4.00	4.00	4.00	4.00	-
Criminal Investigator	5.00	4.00	4.00	4.00	-
TOTAL	48.00	48.00	48.00	49.00	1.00

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 the 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 107,000 residents in 4 cities covering more than 60 square miles. This Division is staffed by 24 full time civilian employees, including 20 Dispatchers, 3 Records Technicians, and 1 Manager. The 3 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, manage solicitor permits, assist with alarm permits, fingerprinting services, and work closely with city personnel and citizens to provide resource efficiency and accuracy. One Records Technician also assists CID with case filing and Property Room assistance.

DEPARTMENT/DIVISION GOALS:

1. Answer incoming 911 phone calls within 10 seconds at least 90% of the time.
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, at least 90% of the time.
3. Contribute to the prompt response of Police units by collecting necessary information from callers and dispatching emergency calls for Police service under 1 1/2 minutes on average.
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. Modify NETCOM SOPs based on CALEA feedback and first year experiences.
6. Receive, process, index, and file all necessary police data for retrieval and archive per records retention guidelines. Respond to all open records and court requests under terms of Texas Public Information Act and legal standards.
7. Contribute to assessment and workflow of Records/CID Tech stationed in Records to improve performance and efficiency.
8. Provide further training for Records/CID Tech in Property Room processes to improve long term processes and procedures for better efficiency.
9. Modify KISD KCAL Internship to best suit need of students and department.

DEPARTMENT/DIVISION OBJECTIVES:

1. Monitor the dispatch process for Police to ensure dispatch time for emergency calls is less than 1 1/2 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. Use feedback from CALEA interviews to improve practices and performance.
6. Provide additional training for Records personnel to stay abreast of changing laws, required procedures, and property room management.
7. Obtain RMS technology capable of improved workflow, statistics and reports to improve performance and efficiency related to Records.
8. Provide additional training to Records/CID Tech in property room management and practices.
9. Network with KISD and Irving ISD to establish a dispatch training unit at KCAL and begin training students at school and KPD.

POLICE DEPARTMENT

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

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total number of authorized division personnel:				
Manager	1	1	1	1
Assistant Manger	0	0	0	0
Disptacher	20	20	20	21
Records Technician	3	3	3	3
Police Activities process by NETCOM: Dispatched Calls and Self Initiated:				
Keller	68,477	81,500	68,000	75,000
Southlake	77,507	82,500	80,000	82,000
Westlake	17,857	19,500	15,000	18,000
Colleyville	56,587	63,500	52,000	56,000
Total	220,158	247,000	215,000	231,000
Number of Fire/EMS calls for service:				
Keller	3,842	3,900	3,800	3,900
Southlake	3,405	3,700	3,300	3,600
Westlake	539	575	500	550
Colleyville	1,761	1800	1,800	1,850
Total	9,547	9,975	9,400	9,900
Number of 9-1-1 calls received:				
Keller	16,347	18,000	17,000	17,500
Southlake	14,055	16,500	14,500	15,000
Westlake	232	425	300	400
Colleyville	6,872	8000	7,500	8000
Total	37,506	42,925	39,300	40,900
Number of in-coming phone calls	128,978	170,000	122,000	124,000
Open record request processed (Keller Records)	2,684	2,950	2,700	2,750
Efficiency/Effectiveness:				
Average time from call receipt to dispatch				
Police emergency calls (minutes)	1:23	1:02	1:20	1:15
Fire/EMS emergency calls (minutes)	:49	:53	:50	:50
Percent of 911 phone calls answered within 10 seconds	98.00%	96.00%	97.00%	97.00%

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,953,755	\$ 2,140,711	\$ 2,062,393	\$ 2,175,773	35,062
Operations & maintenance	17,860	20,450	22,950	22,950	2,500
Services & other	78,425	84,092	91,092	92,215	8,123
Capital outlay	-	-	-	-	-
TOTAL	\$ 2,050,040	\$ 2,245,253	\$ 2,176,435	\$ 2,290,938	45,685

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Regional Communication Manager	1.00	1.00	1.00	1.00	0.00
Records Technician	1.00	1.00	1.00	1.00	0.00
Records Technician/Criminal Inv. Asst.	1.00	1.00	1.00	1.00	0.00
Senior Records Technician	1.00	1.00	1.00	1.00	0.00
Regional Comm. Asst. Mgr.	1.00	-	-	-	0.00
Dispatcher	17.00	16.00	16.00	17.00	1.00
Dispatch Shift Supervisor	2.00	4.00	4.00	4.00	0.00
TOTAL	24.00	24.00	24.00	25.00	1.00

POLICE DEPARTMENT

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

DEPARTMENT DESCRIPTION:

The Animal Services & Adoption Department provides enforcement of the animal ordinance within the Cities of Colleyville, Keller, Southlake, and the Town of Westlake. Services are generally limited to routine stray animal enforcement, bite investigations, wild animal and domestic livestock problems, and removal of dead animal carcasses from city roadways. The partnership with the Humane Society of North Texas (H.S.N.T.) has successfully expanded the adoption program.

DEPARTMENT/DIVISION GOALS:

1. Continue to strive for citizen satisfaction regarding animal service and adoption efforts.
2. Work with the Humane Society to maintain a live release rate of animals for a minimum of 80% of total impounded domesticated animals.
3. Increase the notification of ordinance violations.
4. Continue to train Animal Control Officers with the Less Lethal Munitions and state required certifications.
5. Maintain an animal education program for children within partnering cities' respective school districts that teaches children how to be more aware of the dangers of wildlife and domestic animals within our jurisdiction.

DEPARTMENT/DIVISION OBJECTIVES:

1. Utilize the NETCOM Center to answer incoming calls.
2. Return voicemails within one hour while on duty (during off-duty, the phones will be answered by NETCOM Personnel).
3. Effectively utilize three Mobile Data Computers in Animal Services vehicles to enhance response times.
4. Conduct weekly inspections of the facilities to ensure cleanliness and proper care and utilize appropriate form to capture the results.
5. Utilize rescue groups to place animals not transferred to H.S.N.T.
6. Conduct proactive patrols.
7. Determine and make notification to owners whose animals license has expired.
8. Proactively patrol areas of reported violations.
9. Conduct random patrols in the area parks and neighborhoods.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Stray Animals Impounded	731	1000	1000	1100
Citations Issued	67	50	54	60
Total Calls for Service	3,096	3,800	3,500	3,500
Animal Bite Reports Taken	86	160	170	180
Reported Rabies Incidents	13	10	10	10
Animal Transfer/Reclamation	633	1,000	1,000	1,000

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 275,318	\$ 306,615	\$ 288,909	\$ 305,384	\$ (1,231)
Operations & maintenance	33,059	30,850	31,850	33,100	2,250
Services & other	50,421	58,961	61,461	59,865	904
Capital outlay	-	-	-	-	-
TOTAL	\$ 358,798	\$ 396,426	\$ 382,220	\$ 398,349	\$ 1,923

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Animal Control Officer	2.00	2.00	2.00	2.00	-
Kennel Tech	1.44	1.44	1.44	1.44	-
Animal Control Officer II	1.00	1.00	1.00	1.00	-
TOTAL	4.44	4.44	4.44	4.44	-

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 rotating 12 hour shifts, on a 80 hour pay period to enhance coverage and mitigate overtime impact.
8. Continue to improve relationships/communication with our partnering cities

DEPARTMENT/DIVISION OBJECTIVES:

1. Continue to training on paperwork, procedures, and improved efficiency.
2. Utilize current and future technology to advance procedures pertaining to the arraignment process.
3. Professional growth of all detention officer staff.
4. Work with Keller/Colleyville Magistrates in the implementation of new arraignment paperwork for better efficiency.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Keller Prisoners Detained	717	1,300	638	1,035
Southlake Prisoners Detained	763	1,000	1,090	1,100
Westlake Prisoners Detained	142	205	108	205
Colleyville Prisoners Detained	514	620	544	600
Roanoke Prisoners Detained	129	175	78	150

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 510,097	\$ 574,144	\$ 545,669	\$ 599,244	25,100
Operations & maintenance	46,517	43,700	46,200	46,200	2,500
Services & other	69,478	79,003	79,003	79,726	723
Capital outlay	-	-	-	-	-
TOTAL	\$ 626,093	\$ 696,847	\$ 670,872	\$ 725,170	28,323

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

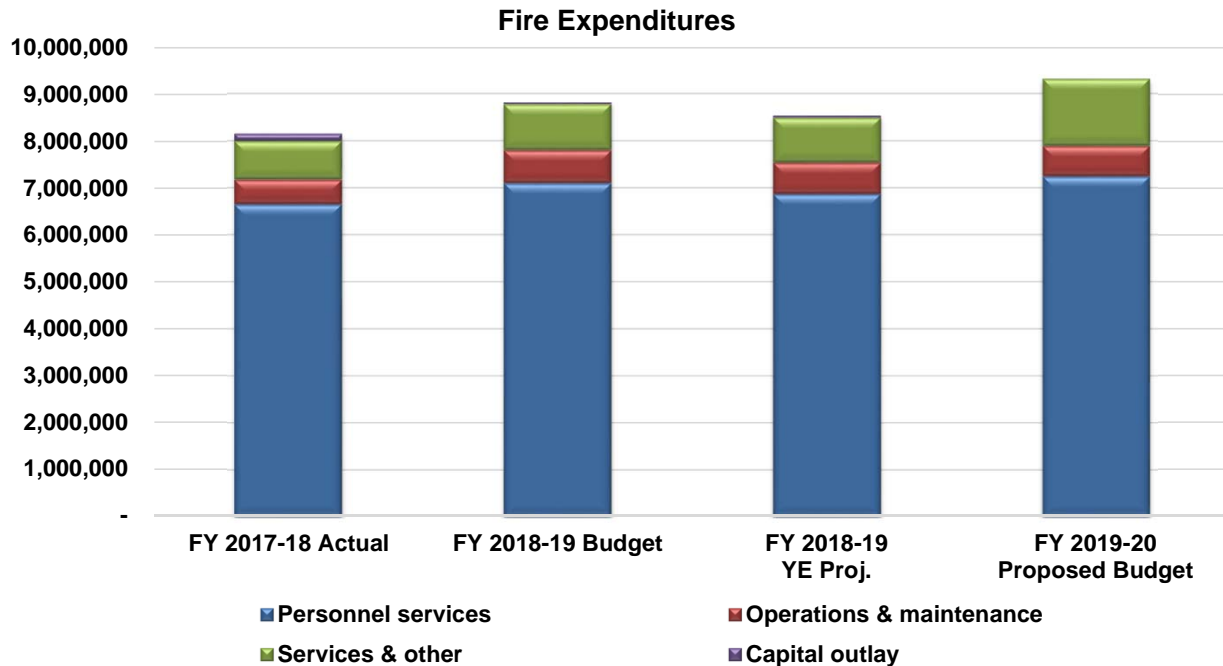
BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Police Captain	0.10	0.10	0.10	0.10	-
Detention Officer	7.00	7.00	7.00	7.00	-
Regional Holding Facility Supervisor	1.00	1.00	1.00	1.00	-
TOTAL	8.10	8.10	8.10	8.10	-

FIRE DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 879,573	\$ 1,002,935	\$ 978,118	\$ 1,008,967	\$ 6,032
Fire Operations	6,776,948	7,399,802	7,168,695	7,868,951	469,149
Emergency Medical Services	476,306	375,969	349,859	402,674	26,705
Emergency Management	17,895	35,505	31,210	44,725	9,220
TOTAL	\$ 8,150,723	\$ 8,814,211	\$ 8,527,882	\$ 9,325,317	\$ 511,106

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 6,642,603	\$ 7,094,928	\$ 6,859,996	\$ 7,241,467	\$ 146,539
Operations & maintenance	524,618	701,784	671,409	648,851	(52,933)
Services & other	824,426	983,499	961,334	1,424,999	441,500
Capital outlay	159,076	34,000	35,143	10,000	(24,000)
TOTAL	\$ 8,150,723	\$ 8,814,211	\$ 8,527,882	\$ 9,325,317	\$ 511,106



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY DIVISION</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	6.00	6.00	6.00	6.00	-
Fire Operations	51.00	51.00	51.00	51.00	-
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, Deputy Chief, Training Officer, Fire Marshal, Fire Inspector, and Administrative Secretary. The Fire Chief provides direct supervision of the Deputy Chief, Fire Marshal, and the civilian administrative staff position. In addition to providing direct oversight and leadership for the department, the Fire Chief also serves as the community's Emergency Management Coordinator. The Deputy Chief provides direct supervision of the department's three Operations Battalion Chiefs and Training Officer, manages the department's Emergency Medical Services program and coordinates with the department's Medical Director, a contracted physician ensuring quality control over our EMS providers as well as patient care protocols. The Deputy Chief also serves as the community's Assistant Emergency Management Coordinator. 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 Administrative Secretary also manages the department's records for fire, EMS, and fire prevention. 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. Continue 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, with a goal of the initial onsite review in 2021.

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, Service, 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) Class 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Total calls for service	3,839	4,016	3,710	3,723
- Fire Incidents	951	960	874	850
- Public Service	459	539	466	473
- EMS Incidents	2,429	2,517	2,370	2,400
Commercial fire inspections conducted	1,915	1,300	1,471	1,300
Commercial construction plans/plats reviewed	430	400	445	450
Public fire education programs provided	101	120	123	120
Fire investigations conducted	-	10	8	10

PERFORMANCE INDICATORS	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Response Data (Emergency Only)				
Average total emergency response time	5:04	5:10	5:02	5:00
Fractile total emergency response time (90% of the time)	8:17	8:15	8:24	8:15
Fire (Goal of 8:30 90% of the time)	9:04	8:30	9:14	8:30
EMS (Goal of 7:30 90% of the time)	8:03	7:30	8:03	7:30
Fire commission certifications obtained	15	20	18	20

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 765,164	\$ 821,617	\$ 801,010	\$ 835,666	\$ 14,049
Operations & maintenance	9,640	20,160	15,950	17,403	(2,757)
Services & other	104,769	161,158	161,158	155,898	(5,260)
Capital outlay	-	-	-	-	-
TOTAL	\$ 879,573	\$ 1,002,935	\$ 978,118	\$ 1,008,967	\$ 6,032

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Fire Chief	1.00	1.00	1.00	1.00	-
Deputy Fire Chief	1.00	1.00	1.00	1.00	-
Fire Marshal	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 Assistant	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 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.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Fire and non-EMS calls	951	960	874	850
Public Service calls	459	539	466	473
Fire Training Classes	3,001	2,600	2,600	2,600
Fire Training Hours	20,175	18,000	18,000	18,000
Fire Hydrant Testing/Inspection (changed to annual from bi-annual)	2,472	2,325	2,300	2,325
Commercial Preplans (changed to annual from bi-annual)	1,179	1,000	1,000	1,000
Company-based fire inspections	869	720	782	720

FIRE DEPARTMENT

FIRE OPERATIONS DIVISION (100-350-40)

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Response Data (Emergency only)				
Turnout Time (Dispatch to enroute in seconds)				
Fire (Goal of 80 seconds 90% of the time)	93%	95%	94%	95%
EMS (Goal of 60 seconds 90% of the time)	96%	95%	96%	95%
Travel Time (Enroute to on-scene in seconds)				
Fire (Goal of 370 seconds 90% of the time)				
District 1	83%	90%	74%	90%
District 2	70%	75%	70%	75%
District 3	77%	90%	78%	90%
EMS (Goal of 330 seconds 90% of the time)				
District 1	80%	90%	79%	90%
District 2	53%	70%	62%	70%
District 3	75%	90%	74%	90%

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 5,877,438	\$ 6,273,311	\$ 6,058,986	\$ 6,405,801	\$ 132,490
Operations & maintenance	365,088	478,099	464,499	429,653	(48,446)
Services & other	534,422	614,392	610,067	1,033,497	419,105
Capital outlay	-	34,000	35,143	-	(34,000)
TOTAL	\$ 6,776,948	\$ 7,399,802	\$ 7,168,695	\$ 7,868,951	\$ 469,149

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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. The national standard is 90 minutes or less.

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 STEMI heart attack patients at an average of 65 minutes or less. Time includes Keller Fire-Rescue on scene time, transport time and hospital intervention time.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
EMS/Rescue calls for service	2,429	2,517	2,370	2,400
EMS total patients not transported	501	445	472	480
EMS total patient transports	1,773	1,778	1,778	1,800

PERFORMANCE INDICATORS

Ambulance transport out of service time (average in minutes)	69	70	74	75
Simulation scenarios conducted	99	72	75	80
Charts reviewed for Continuous Quality Improvement	100%	100%	100%	100%
Patient contact to 12-lead EKG time (average in minutes)	3	4	4	4
STEMI recognition to cardiac cath lab activation	4	4	4	4
Patient contact to cardiologist intervention (average in minutes)	63	65	67	65

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	146,831	186,860	176,560	185,130	(1,730)
Services & other	170,399	189,109	173,299	217,544	28,435
Capital outlay	159,076	-	-	-	-
TOTAL	\$ 476,306	\$ 375,969	\$ 349,859	\$ 402,674	\$ 26,705

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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. Continuously improve the operations of the City’s EOC through the use of an EOC Working Group comprised of members of each city department represented in the EOC.
5. 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.
6. Maintain the City’s Outdoor Warning System (OWS) sirens.
7. Conduct routine testing of the OWS through a collaboration of members of the Fire Operations Division, other city departments, and the school district.
8. 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
CERT Volunteer Hours	1,775	1,800	1,800	1,800
Initial CERT Training Programs	1	1	1	1
Tabletop EOC Exercises	1	1	1	1

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

EXPENDITURE SUMMARY

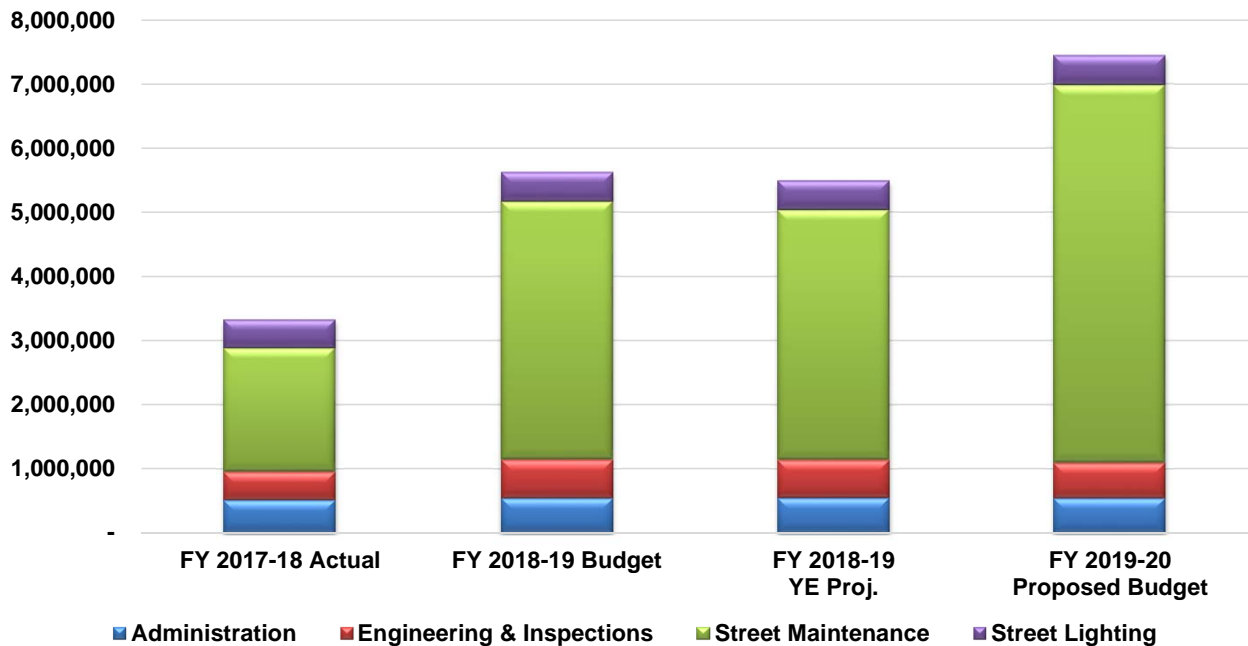
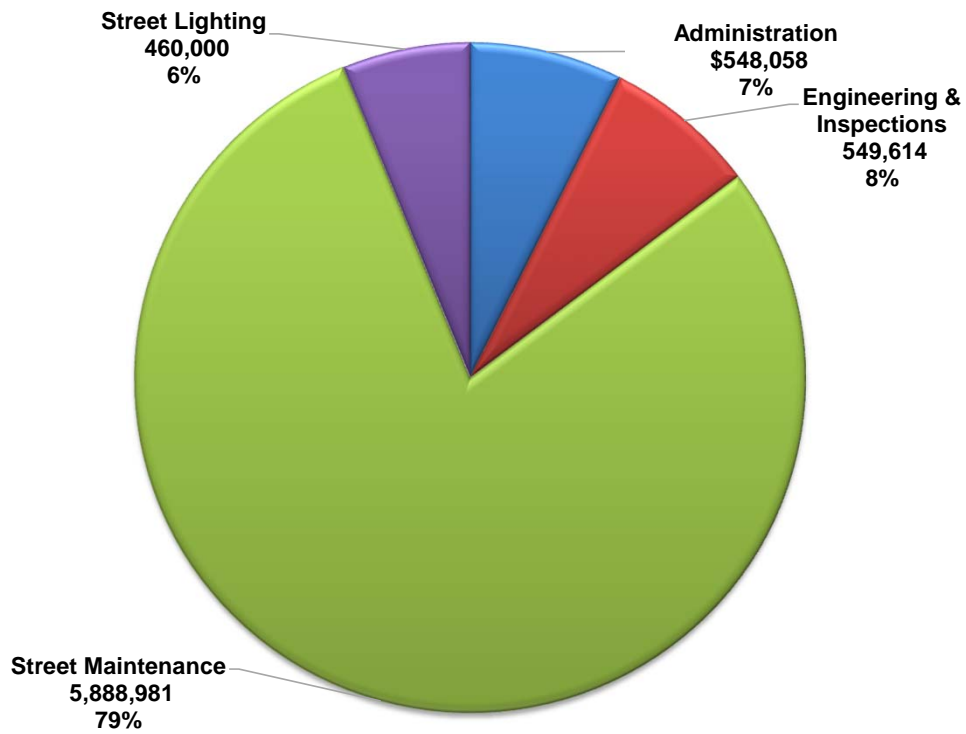
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	3,060	16,665	14,400	16,665	-
Services & other	14,835	18,840	16,810	18,060	(780)
Capital outlay	-	-	-	10,000	10,000
TOTAL	\$ 17,895	\$ 35,505	\$ 31,210	\$ 44,725	\$ 9,220

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

PUBLIC WORKS

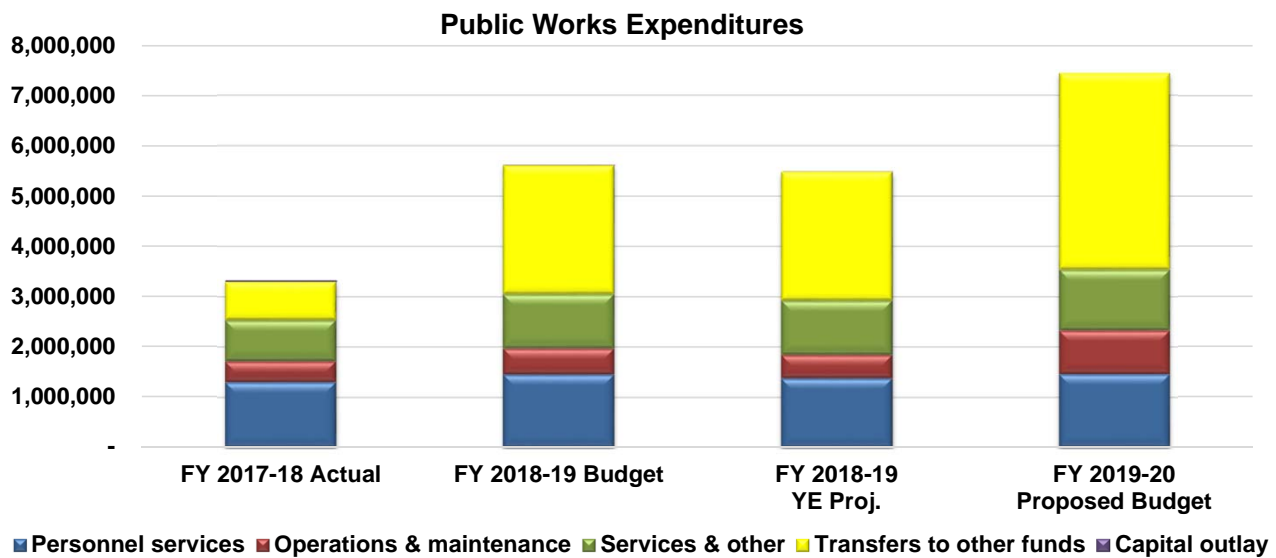


PUBLIC WORKS DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 518,031	\$ 549,410	\$ 549,600	\$ 548,058	\$ (1,352)
Engineering & Inspections	436,619	597,753	591,627	549,614	(48,139)
Street Maintenance	1,931,580	4,017,848	3,893,555	5,888,981	1,871,133
Street Lighting	443,096	460,000	460,000	460,000	-
TOTAL	\$ 3,329,326	\$ 5,625,011	\$ 5,494,782	\$ 7,446,653	\$ 1,821,642

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,299,936	\$ 1,455,625	\$ 1,380,806	\$ 1,462,290	\$ 6,665
Operations & maintenance	415,681	519,396	461,940	871,593	352,197
Services & other	817,141	1,079,990	1,082,036	1,207,077	127,087
Transfers to other funds	761,250	2,560,000	2,560,000	3,905,693	1,345,693
Capital outlay	35,318	10,000	10,000	-	(10,000)
TOTAL	\$ 3,329,326	\$ 5,625,011	\$ 5,494,782	\$ 7,446,653	\$ 1,821,642



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DEPARTMENT:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	2.50	3.00	3.00	3.00	-
Engineering & Inspections	3.00	3.00	3.00	3.00	-
Street Maintenance	9.50	9.50	9.50	9.50	-
Street Lighting	-	-	-	-	-
TOTAL	15.00	15.50	15.50	15.50	-

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 administration of all facets of engineering, inspection, street maintenance, flood plain management and street lighting activities for

DEPARTMENT/DIVISION GOALS:

1. Continuously review work processes to determine efficiency improvements and cost reduction opportunities.
2. Effectively manage and supervise the engineering, inspection, street maintenance and drainage divisions.
3. Provide professional development opportunities for all staff.
4. Review budgets monthly to ensure cost containment and adherence to policies.
5. Respond to citizens requests within 24 hours of receipt.
6. Provide the highest quality of internal staff support.
7. Provide exceptional customer service to Keller residents needing Public Works assistance.
8. Ensure that all invoices are submitted to the Finance Department within two week of receipt.
9. Actively manage all contracts, contract renewals, internal payment processes and council item scheduling.

DEPARTMENT/DIVISION OBJECTIVES:

1. Release a citywide Public Works Service Satisfaction survey to Keller residents.
2. Expand professional training opportunities for all staff.
3. Identify specific training opportunities for professional staff and secure attendance ahead of the new calendar year.

SERVICE LEVEL ANALYSIS

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Customer Service Contacts	New Measure	2,500	2,500	2,500
Invoices Processed	New Measure	2,500	2,500	2,500
Permits Processed	New Measure	2,500	2,500	2,500
PERFORMANCE INDICATORS				
Permits Processed within 3 Days	New Measure	100%	85%	100%
PO Issued before Invoiced	New Measure	100%	85%	100%
Invoices Paid within 2 Weeks	New Measure	100%	85%	100%

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 399,476	\$ 411,083	\$ 406,273	\$ 419,527	\$ 8,444
Operations & maintenance	1,228	1,800	1,800	1,800	-
Services & other	117,327	136,527	141,527	126,731	(9,796)
Capital outlay	-	-	-	-	-
TOTAL	\$ 518,031	\$ 549,410	\$ 549,600	\$ 548,058	\$ (1,352)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Director of Public Works	1.00	1.00	1.00	1.00	-
Senior Project Engineer	0.50	1.00	1.00	1.00	-
Administrative Coordinator	1.00	1.00	1.00	1.00	-
TOTAL	2.50	3.00	3.00	3.00	-

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, inspection, project delivery and closeout of public and private water, sewer, street and drainage projects.

DEPARTMENT/DIVISION GOALS:

1. Provide plan review and construction management for cost-effective infrastructure improvements.
2. Provide Development Plan Review Services for public/private project compliance with the UDC and current adopted engineering standards within 5 working days.
3. Provide Construction Plan Review Services for public/private project compliance with the UDC and current engineering standards within 10 working days.
4. Provide timely technical/investigative assistance to customers and stakeholders.
5. Maintain reliable Public Works related asset infrastructure data using the city's mapping system.
6. Keep current all design and construction standards and specifications and updated as needed.
7. Provide professional inspection services for all water, sewer, street and drainage construction.
8. Educate citizens, builders, developers and City staff regarding drainage issues and inspection goals.
9. Provide continuing education opportunities to staff.

DEPARTMENT/DIVISION OBJECTIVES:

1. Reorganize and adjust responsibilities to advance the Engineering Technician to an Application Specialist.
2. Develop and implement the use of a comprehensive development and construction plan review checklist.
3. Perform an infrastructure analysis utilizing a third-party contract to identify needed street repairs and for CIP development.
4. Continue the contracting of project management and inspections as needed.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Construction plans reviewed	40	45	23	15
Projects Managed	35	35	40	25
Development plans reviewed	196	80	200	200
Project inspections conducted	2,420	7,000	3,000	7,000
Residential inspections conducted	960	2,400	1,000	2,400
Customer services requests completed	588	4,200	1,800	4,200

PERFORMANCE INDICATORS

% of Capital Improvement Projects completed on time.	50	100	60	100
% of Capital Improvement Projects completed on/under budget.	100	100	100	100
% of construction plans reviewed within 10 days.	95	100	100	100
% of development plans reviewed within 5 days.	92	100	87	100

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 324,861	\$ 357,800	\$ 352,374	\$ 368,938	\$ 11,138
Operations & maintenance	3,865	5,750	5,200	4,050	(1,700)
Services & other	57,892	109,203	109,053	176,626	67,423
Transfers to other funds	50,000	125,000	125,000	-	(125,000)
Capital outlay	-	-	-	-	-
TOTAL	\$ 436,619	\$ 597,753	\$ 591,627	\$ 549,614	\$ (48,139)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 is responsible for the maintenance and repair of all publically owned streets and sidewalks. This includes the repair and maintenance of concrete and asphalt pavements, sidewalks, curb and gutter, signs, pavement markings, traffic signals, school zones, and guardrails.

DEPARTMENT/DIVISION GOALS:

1. Continuously review processes to determine operational improvement and maintenance cost reduction opportunities.
2. Respond to emergency repair calls (Stop and Yield signs, Traffic and School Zone signals, blocked roads...) within 24 hrs.
3. Manage the sidewalk program with a goal to reduce backlog needs to a year or less.
4. Sweep public streets as required by the City's MS4 permit.
5. Leverage technology to track and manage all work activities.
6. Leverage county partnerships to maximize roadway maintenance activities.
7. Manage the Pavement Management System and its associated recommended annual maintenance schedule.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total lane-miles of roadway maintained	447.1	484	450	455
Curb miles of street sweeping completed	622	1,000	625	1,000
Acres of contracted right of way mowing	240	240	240	240
Acres of City mowed right of way	6.00	6.00	6.00	6.00
Linear feet of sidewalks repaired	5,735	4,000	5,000	5,000
Lane miles of pavement crack-sealed	7	50	10	14
Tons of asphalt used	4,372	3,500	4,500	4,500
PERFORMANCE INDICATORS				
% of streets swept at least 3x per year	90	100	90	100
% of right of way mowed at least 6x per year	100	100	100	100
% of sidewalk backlog more than 30 days	90	25	80	80
% of pavement addressed per the Pavement Management System	-	100	77	100
% of sidewalk maintained on schedule	-	100	-	100
% of roadway system above 70 on the Pavement Condition Index	-	70	79.8	80

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

EXPENDITURE SUMMARY

<u>EXPENDITURES BY CATEGORY:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 575,599	\$ 686,742	\$ 622,159	\$ 673,825	\$ (12,917)
Operations & maintenance	410,588	511,846	454,940	865,743	353,897
Services & other	198,825	374,260	371,456	443,720	69,460
Transfers to other funds	711,250	2,435,000	2,435,000	3,905,693	1,470,693
Capital outlay	35,318	10,000	10,000	-	(10,000)
TOTAL	\$ 1,931,580	\$ 4,017,848	\$ 3,893,555	\$ 5,888,981	\$ 1,871,133

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY POSITION TITLE:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Street/Drainage Superintendent	0.50	0.50	0.50	0.50	-
Street/Drainage Foreman	1.00	1.00	1.00	1.00	-
Street Crew leader	1.00	1.00	1.00	1.00	-
Traffic Control Tech.	1.00	1.00	1.00	1.00	-
Equipment Operator (Streets)	1.00	1.00	1.00	1.00	-
Street Maintenance Worker	5.00	5.00	5.00	5.00	-
TOTAL	9.50	9.50	9.50	9.50	-

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Number of street lights provided	3,200	3,542	3,567	3,567

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.

*An audit of existing streetlights is underway and is expected to conclude in the FY20 budget year. Counts above reflect a completed audit of Tri-County lights, with and audit of Oncor-owned lights ongoing.

PERFORMANCE INDICATORS

% of Streetlights operational	97%	95%	97%	98%
-------------------------------	-----	-----	-----	-----

EXPENDITURE SUMMARY

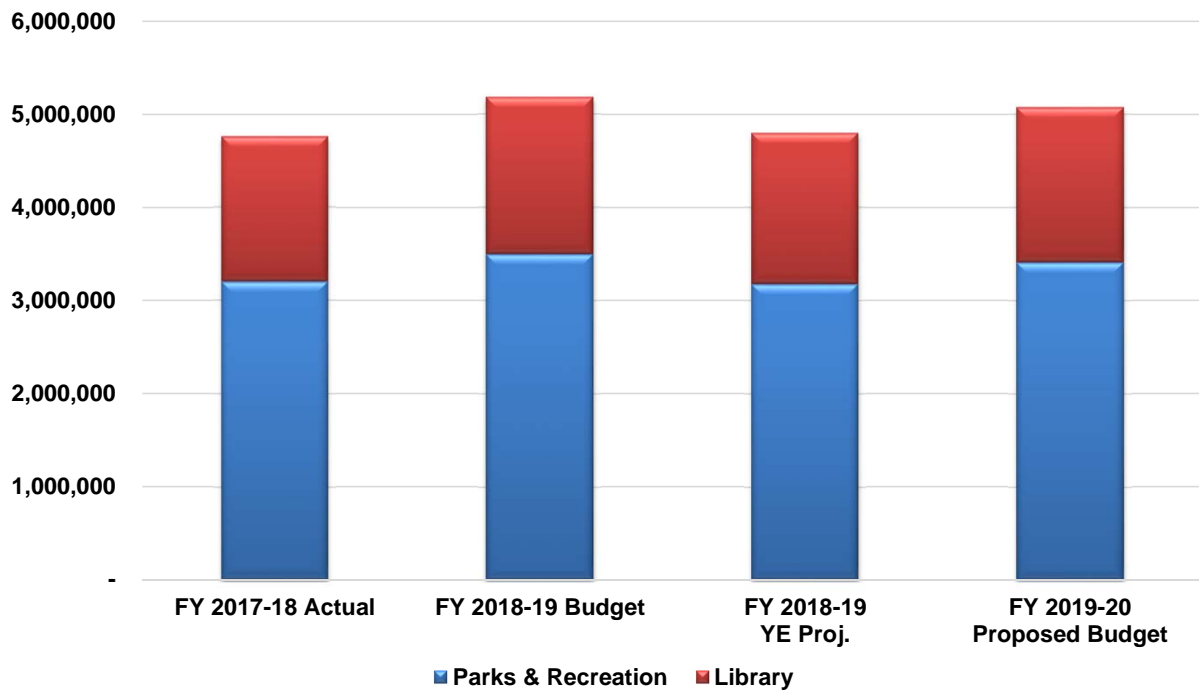
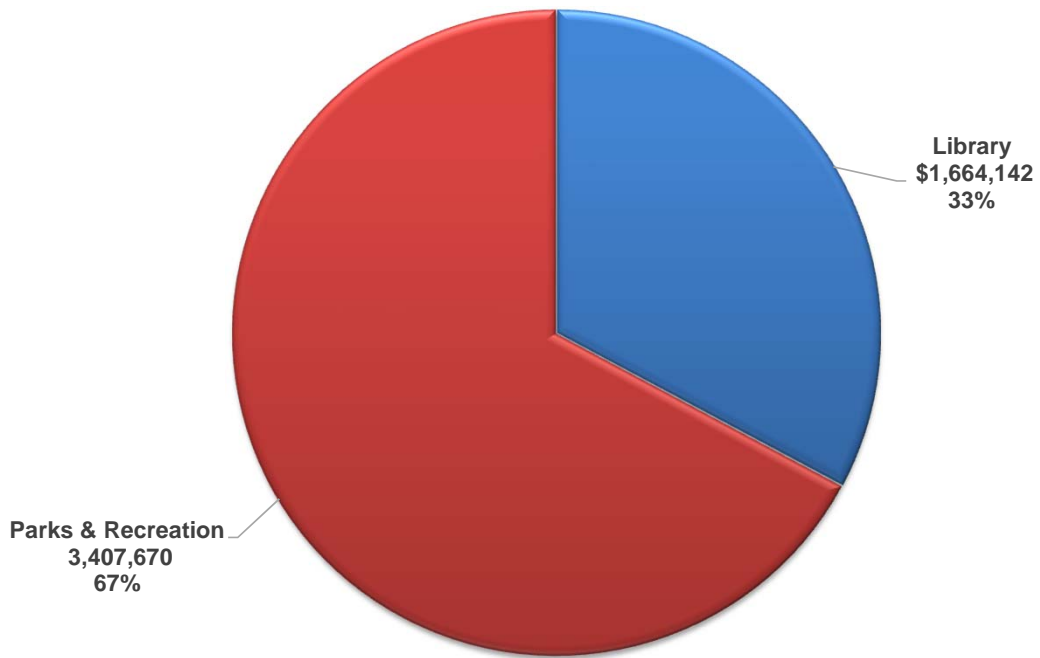
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	443,096	460,000	460,000	460,000	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 443,096	\$ 460,000	\$ 460,000	\$ 460,000	\$ -

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

RECREATION AND CULTURE

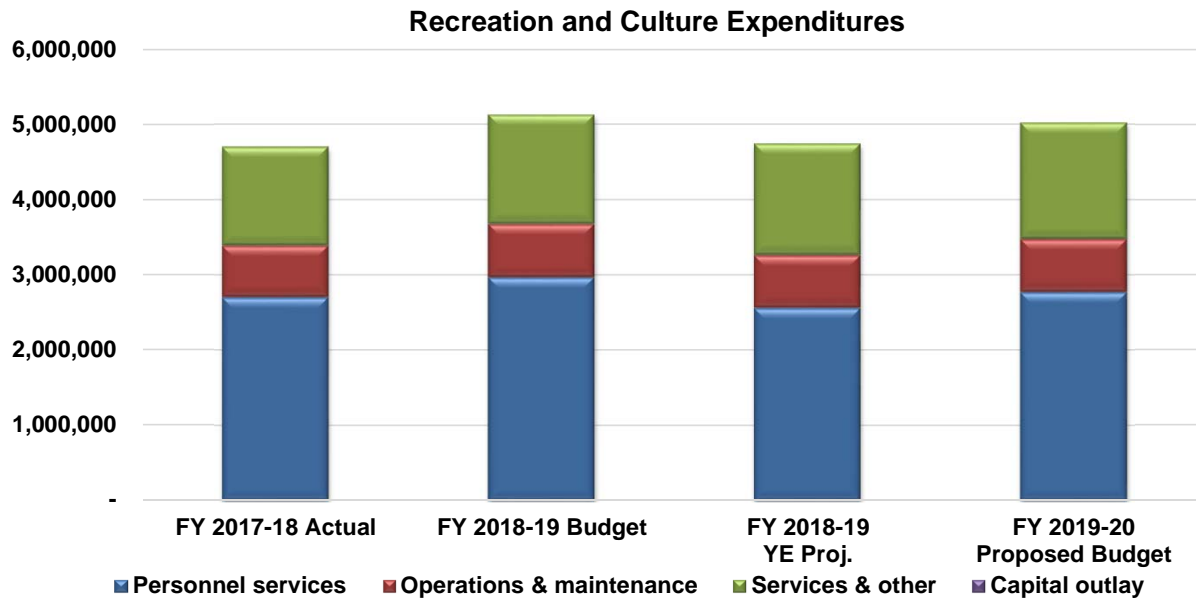


RECREATION AND CULTURE

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Library	\$ 1,553,787	\$ 1,683,525	\$ 1,622,080	\$ 1,664,142	\$ (19,383)
Parks & Recreation	3,198,011	3,494,925	3,173,638	3,407,670	(87,255)
TOTAL	\$ 4,751,797	\$ 5,178,450	\$ 4,795,718	\$ 5,071,812	\$ (106,638)

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 2,704,276	\$ 2,969,602	\$ 2,561,275	\$ 2,771,541	\$ (198,061)
Operations & maintenance	684,886	705,761	698,810	705,297	(464)
Services & other	1,315,035	1,455,487	1,488,033	1,547,374	91,887
Capital outlay	-	-	-	-	-
TOTAL	\$ 4,751,797	\$ 5,178,450	\$ 4,795,718	\$ 5,071,812	\$ (106,638)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DEPARTMENT:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Library	15.52	15.52	15.52	15.52	-
Parks & Recreation	28.56	28.56	26.56	25.56	(3.00)
TOTAL	44.08	44.08	42.08	41.08	(3.00)

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Visits to Library	637,599	446,188	650,000	660,000
Number of checkouts	27,643	22,657	28,000	29,000
Library programs participants	213,252	225,953	220,000	222, 000

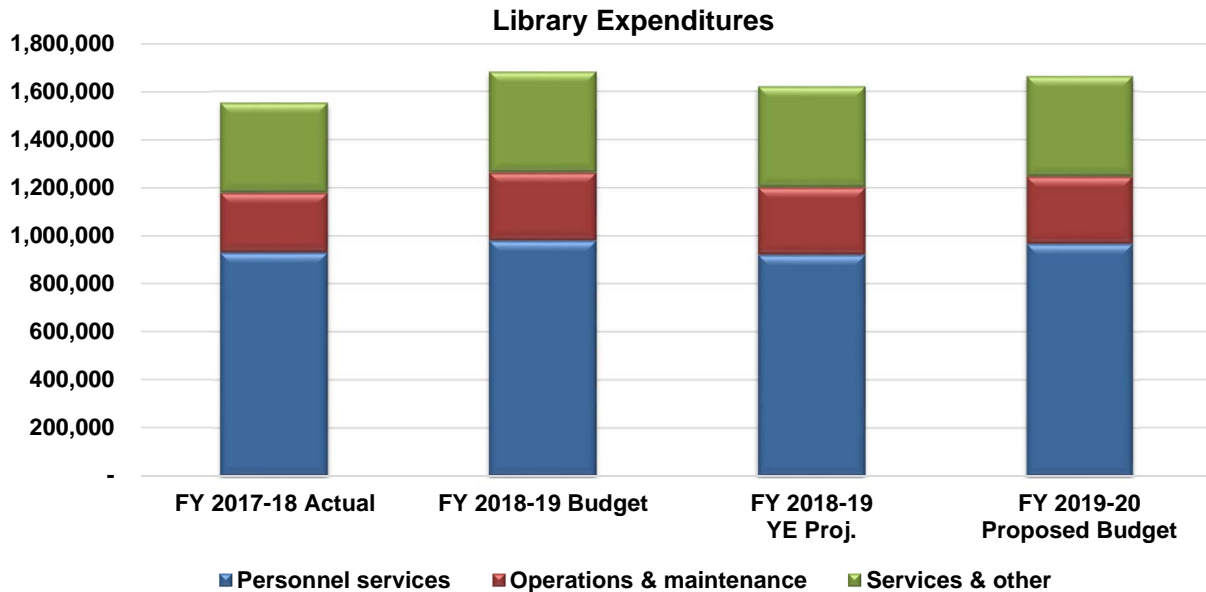
PERFORMANCE INDICATORS

Checkouts per FTE employee as a measure of workload (Texas average of 15,031 checkouts per FTE)	41,135	1,888	42,000	42,000
Library visits per capita (Texas average 3.3)	4.51	9.57	4.60	4.65
Library checkouts per capita (Texas average 4.91)	13.48	0.49	13.50	13.65

LIBRARY

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 930,814	\$ 980,664	\$ 921,769	\$ 966,243	\$ (14,421)
Operations & maintenance	248,583	282,100	279,550	280,300	(1,800)
Services & other	374,390	420,761	420,761	417,599	(3,162)
TOTAL	\$ 1,553,787	\$ 1,683,525	\$ 1,622,080	\$ 1,664,142	\$ (19,383)

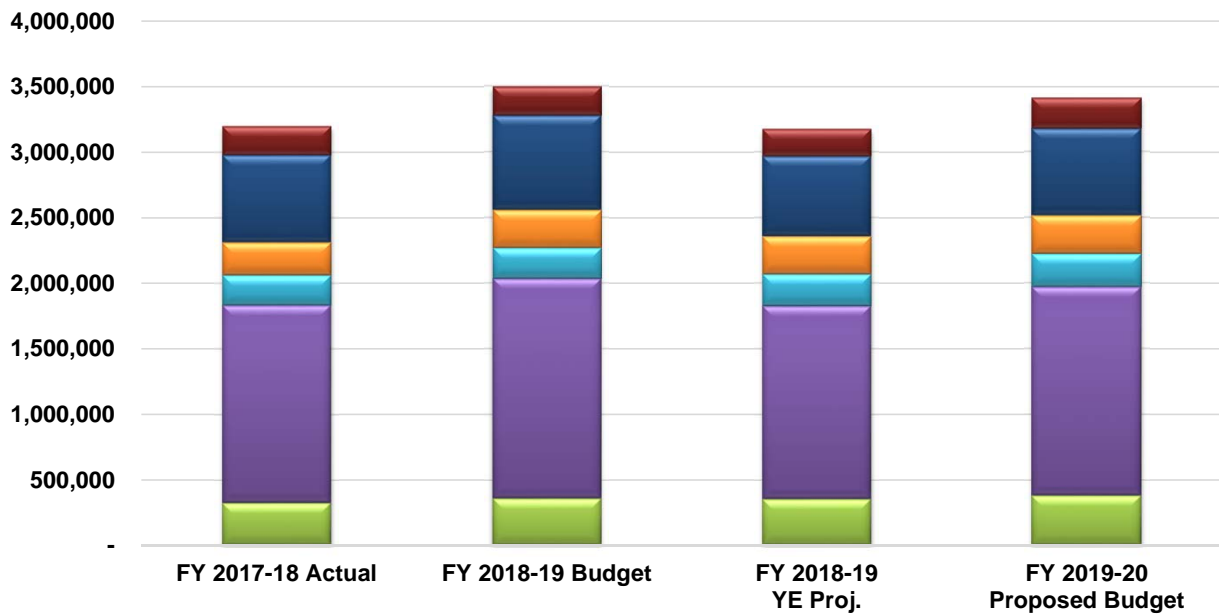
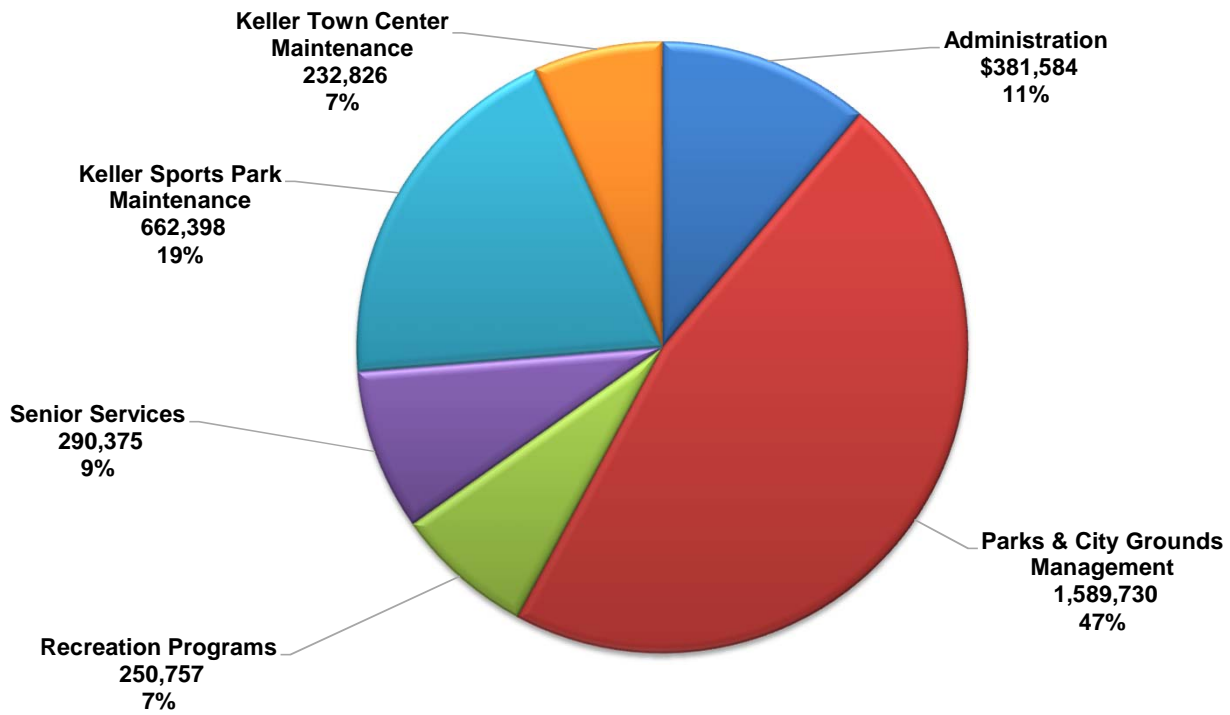


PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

DEPARTMENT / DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed 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 (Children's Services)	1.00	1.00	1.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	1.00	-
Customer Experience Associate	1.00	1.00	1.00	1.00	-
Customer Experience Clerk	0.48	0.48	0.48	0.48	-
Circulation Supervisor	1.00	1.00	1.00	1.00	-
Library Clerk II	4.00	4.00	4.00	4.00	-
PT Library Clerk I	2.88	2.88	2.88	2.88	-
Library Aide - Temp/Seasonal	0.16	0.16	0.16	0.16	-
TOTAL	15.52	15.52	15.52	15.52	-

PARKS AND RECREATION



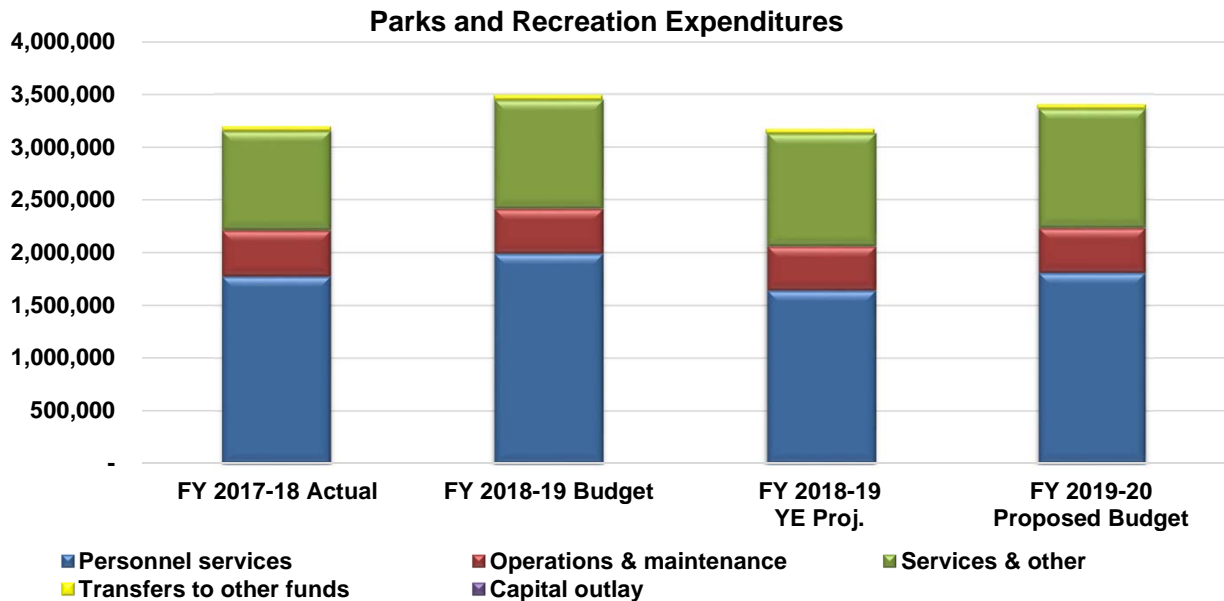
- Administration
- Parks & City Grounds Management
- Recreation Programs
- Senior Services
- Keller Sports Park Maintenance
- Keller Town Center Maintenance

PARKS AND RECREATION DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 325,307	\$ 360,166	\$ 353,746	\$ 381,584	\$ 21,418
Parks & City Grounds Management	1,508,703	1,673,092	1,472,281	1,589,730	(83,362)
Recreation Programs	228,091	235,451	242,887	250,757	15,306
Senior Services	249,818	288,697	286,837	290,375	1,678
Keller Sports Park Maintenance	666,029	719,443	610,042	662,398	(57,045)
Keller Town Center Maintenance	220,063	218,076	207,845	232,826	14,750
TOTAL	\$ 3,198,011	\$ 3,494,925	\$ 3,173,638	\$ 3,407,670	\$ (87,255)

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 1,773,462	\$ 1,988,938	\$ 1,639,506	\$ 1,805,298	\$ (183,640)
Operations & maintenance	436,304	423,661	419,260	424,997	1,336
Services & other	940,645	1,034,726	1,067,272	1,129,775	95,049
Transfers to other funds	47,600	47,600	47,600	47,600	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 3,198,011	\$ 3,494,925	\$ 3,173,638	\$ 3,407,670	\$ (87,255)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	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	3.00	3.00	3.00	3.00	-
Keller Sports Park Maintenance	7.80	7.80	5.80	4.80	(3.00)
Keller Town Center Maintenance	0.70	0.70	0.70	0.70	-
TOTAL	28.56	28.56	26.56	25.56	(3.00)

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, 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 Park Development projects as determined by City Council.
2. Continue Hike and Bike Trail System Expansion.
3. Continue meeting with key community stakeholders to analyze and meet community wants and needs.
4. Continue capital replacement program for parks facilities and equipment.
5. Create capital replacement plan for parks facilities and equipment.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Board/Committee Meetings Organized	18	20	15	15
Facility & Park Reservations	1128	1,200	1,050	1,100
PERFORMANCE INDICATORS				
Per capita annual investment in parks and recreation operations	57%	58%	58%	62%
Capital replacement projects completed	\$5	5	5	7

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

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 280,269	\$ 289,433	\$ 290,873	\$ 297,683	8,250
Operations & maintenance	3,597	4,070	2,500	3,050	(1,020)
Services & other	41,441	66,663	60,373	80,851	14,188
Capital outlay	-	-	-	-	-
TOTAL	\$ 325,307	\$ 360,166	\$ 353,746	\$ 381,584	21,418

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Director of Community Services	1.00	1.00	1.00	1.00	-
Administrative Assistant	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 led 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 led 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. Maintain low overhead expenses on the construction and installation of small park capital improvement projects by completing the projects with in-house staff.
6. Increase the overall economic value and aesthetics of the City through the provision of professionally managed landscaping in City parks, medians, and City facilities.
7. 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total park acreage (including undeveloped land, but not including Keller Sports Park)	305	305	305	305
Total developed park acreage	207	207	219	219
Total undeveloped park acreage	98	98	86	86
Total miles of hike/bike trails maintained	25.8	24.2	26.7	27.5
Contracted developed park acreage maintained	139	139	139	139
Total playgrounds maintained	9	9	9	9
Total city grounds acreage maintained	27.55	27.55	27.55	27.55

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total developed park acreage per 1,000 residents	4.6	4	4.8	4.8
Parks investment per developed acre*	\$7,032	\$7,385	\$7,385	\$7,414
Parks investment per resident*	\$33.98	\$34.02	\$34.02	\$36.13
Developed park acres per full-time maintenance staff	17.25	17.25	17.25	17.25

* Operating costs for Keller Sports Park is not included. These costs are shown separately in the Keller Sports Park budget.

**PARKS AND RECREATION DEPARTMENT
PARKS & CITY GROUNDS MANAGEMENT DIVISION (100-630-60)**

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 756,005	\$ 844,187	\$ 647,151	\$ 762,876	\$ (81,311)
Operations & maintenance	234,836	221,849	218,579	216,514	(5,335)
Services & other	517,862	607,056	606,551	610,340	3,284
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,508,703	\$ 1,673,092	\$ 1,472,281	\$ 1,589,730	\$ (83,362)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	0.65	0.65	0.65	0.65	-
Park/Landscape Maint. Worker	4.65	4.65	4.65	4.65	-
Park/Landscape Maint. Worker II	2.00	2.00	2.00	2.00	-
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 Special Events, programs, and activities. Annual special events administered by the department include I Heart BBQ, Holly Days, Spring Egg Scramble, Fishing for Fun (3), Daddy/Daughter Dance (4), Keller Summer Nights (5), Family Campout (2), and Trash Bash (2). In addition to Special Events the programs offered by our department include A Sense of Adventure (8), Yappy Hour (8), Night Hike (12), and Adopt-a-Street (50). Approximately 35% of the funding for special events and programs is supported by the general fund. The remaining 65% 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 demographic. Specifically 90% family friendly, 10% young adults.
2. Create opportunities for revitalization of community through trash bash, fishing, adopt-a-street and adopt-a-spot programs, in addition to promoting Tree City USA through Arbor Day celebrations.
3. Develop new partnerships in addition to existing partnerships.
4. Continue to develop park programs such as night hike and yappy hour.
5. Create a cohesive marketing strategy for all recreation divisions that increased social media following by 25%.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Special events provided annually	18	28	19	19
Recreation Program Volunteers	1,407	1,450	1,400	1,400
Number of partnerships developed	17	13	18	18
Programs provided annually	29	29	29	30
TAAF Swim	1	1	1	1
PERFORMANCE INDICATORS				
Special event guests	17,050	42,000	18,000	18,000
Recreation program volunteer hrs	5,128	5,500	5,000	5,000
Recreation partnership dollars generated	44,134	55,000	45,000	45,000
TAAF swim participants	225	215	225	225

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 168,306	\$ 165,313	\$ 177,334	\$ 177,923	\$ 12,610
Operations & maintenance	5,023	10,909	10,659	13,957	3,048
Services & other	20,662	25,129	20,794	24,777	(352)
Capital outlay	-	-	-	-	-
TOTAL	\$ 228,091	\$ 235,451	\$ 242,887	\$ 250,757	\$ 15,306

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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, 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 align with our core values.

DEPARTMENT/DIVISION OBJECTIVES:

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.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Number of Annual Memberships	899	950	950	950
Annual Senior Services Programs Provided	1,816	1,850	1,850	1,850
Number of Trips offered	58	60	60	65
Number of Community Partners	20	5	25	25
Number of Donations Provided to Senior Center	52	50	55	55

PERFORMANCE INDICATORS

Annual Facility Attendance	12,792	12,000	13,000	13,000
Annual Senior Services Program Attendance	20,064	17,500	20,000	20,000
Special Event Participants	2,698	2,750	2,750	3,000
Trip Participants	724	850	850	850
Annual Donation Total	\$26,568	\$20,000	\$25,000	\$25,000

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 187,155	\$ 209,962	\$ 209,962	\$ 213,509	\$ 3,547
Operations & maintenance	12,958	19,815	19,365	18,975	(840)
Services & other	49,705	58,920	57,510	57,891	(1,029)
Capital outlay	-	-	-	-	-
TOTAL	\$ 249,818	\$ 288,697	\$ 286,837	\$ 290,375	\$ 1,678

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	1.00	1.00	1.00	1.00	-
TOTAL	3.00	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 Keller Development Corporations ½ cent sales tax.

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. 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 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.
5. Provide recreational and competitive facilities for individuals to engage in league and tournament play through the management of a field and facility reservation system.
6. 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.
7. Protect the City's investment in vehicles and equipment and keep repair cost minimal through a quality in-house preventative maintenance program.
8. Continue to attract individuals and businesses to the area through the provision of quality customer care in the delivery of services.
9. 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total Sports Park acreage	175	175	175	175
Total Sports Park acreage maintained privately	18	18	18	18
Contracted developed park acreage maintained	0	0	38	38
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*	\$7,265	\$7,220	\$7,049	\$7,049
Sports Park operating & maintenance cost per capita*	\$18.14	\$18.03	\$17.60	\$17.60
Developed Sports Park acres per maintenance staff*	13.37	13.37	20.86	20.86
Non-Resident Fees Collected	\$143,790	\$135,000	\$145,000	\$145,000

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 360,889	\$ 438,208	\$ 294,737	\$ 310,817	\$ (127,391)
Operations & maintenance	138,764	144,581	130,960	137,864	(6,717)
Services & other	166,376	136,654	184,345	213,717	77,063
Capital outlay	-	-	-	-	-
TOTAL	\$ 666,029	\$ 719,443	\$ 610,042	\$ 662,398	\$ (57,045)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	3.00	2.00	(3.00)
Temp/Seasonal	0.80	0.80	0.80	0.80	-
TOTAL	7.80	7.80	5.80	4.80	(3.00)

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 the 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Association fee revenue	\$93,013	\$85,000	\$80,000	\$80,000
Association meetings held	1	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

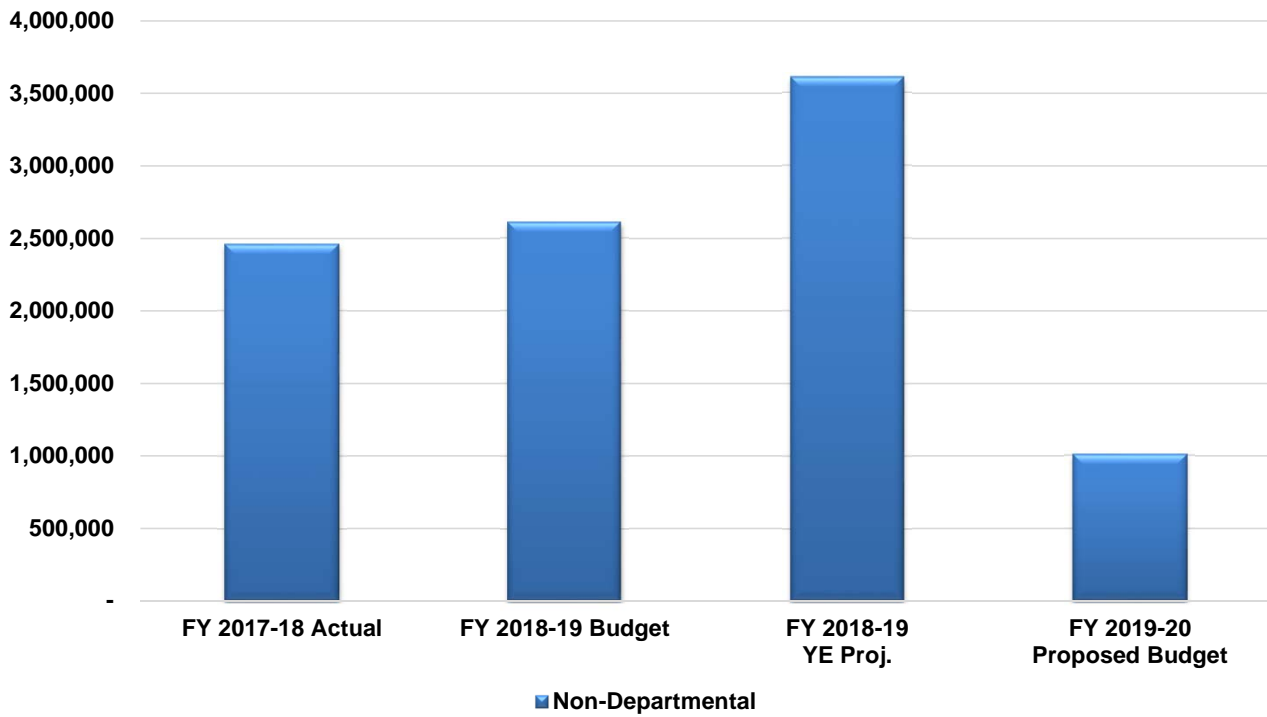
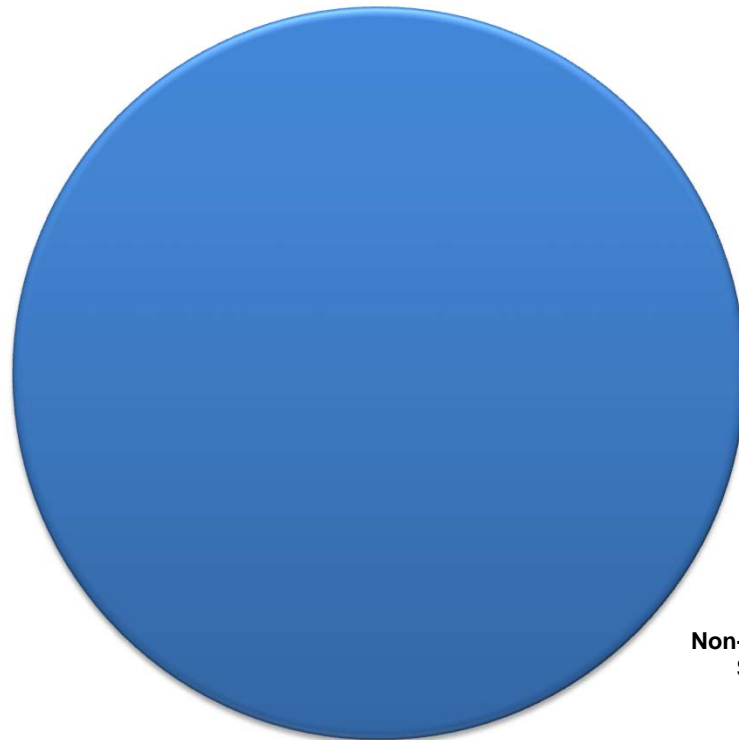
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 20,838	\$ 41,835	\$ 19,449	\$ 42,490	\$ 655
Operations & maintenance	41,125	22,437	37,197	34,637	12,200
Services & other	144,599	140,304	137,699	142,199	1,895
Capital outlay	-	-	-	-	-
TOTAL	\$ 220,063	\$ 218,076	\$ 207,845	\$ 232,826	\$ 14,750

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Park/Landscape Maint. Worker	0.35	0.35	0.35	0.35	-
Irrigation Technician	0.35	0.35	0.35	0.35	-
TOTAL	0.70	0.70	0.70	0.70	-

GENERAL FUND NON-DEPARTMENTAL

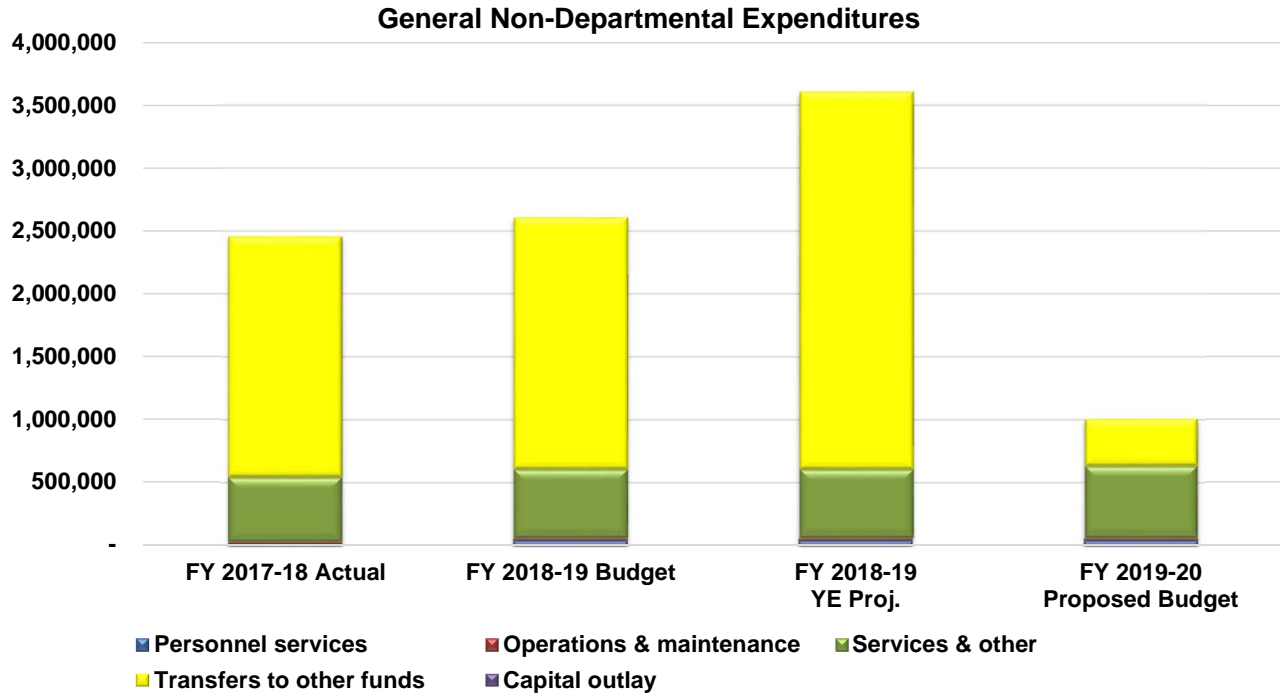


GENERAL FUND NON-DEPARTMENTAL DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Non-Departmental	\$ 2,458,656	\$ 2,609,385	\$ 3,609,385	\$ 1,008,251	\$ (1,601,134)
TOTAL	\$ 2,458,656	\$ 2,609,385	\$ 3,609,385	\$ 1,008,251	\$ (1,601,134)

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 14,498	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Operations & maintenance	15,482	21,120	21,120	21,120	-
Services & other	513,187	548,265	548,265	572,131	23,866
Transfers to other funds	1,915,489	2,000,000	3,000,000	375,000	(1,625,000)
Capital outlay	-	-	-	-	-
TOTAL	\$ 2,458,656	\$ 2,609,385	\$ 3,609,385	\$ 1,008,251	\$ (1,601,134)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DEPARTMENT:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-



This page intentionally left blank

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.



This page intentionally left blank

WATER AND WASTEWATER FUND OVERVIEW

FUND DESCRIPTION:

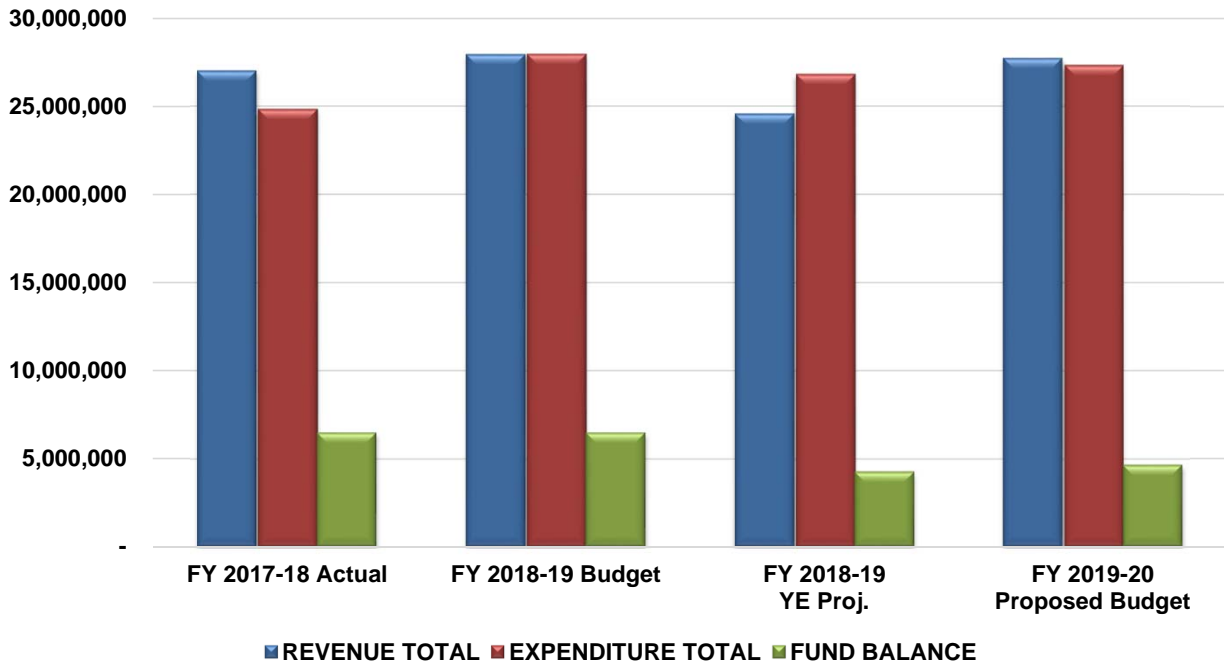
The Water and Wastewater Fund provides water and wastewater utility services including water delivery, utility line maintenance, and wastewater treatment and is funded through consumption-based water and wastewater utility fees.

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUE TOTAL	\$ 27,021,133	\$ 27,951,785	\$ 24,593,547	\$ 27,733,604	\$ (218,181)
EXPENDITURE TOTAL	\$ 24,844,653	\$ 27,963,085	\$ 26,822,550	\$ 27,338,352	\$ (624,733)
VARIANCE	\$ 2,176,479	\$ (11,300)	\$ (2,229,003)	\$ 395,252	\$ 406,552
ASSIGNED					
RESERVE FUND BALANCE	4,830,905	5,437,267	5,215,496	5,315,791	(121,476)
UNASSIGNED FUND BALANCE	1,676,663	1,059,001	(936,931)	(641,974)	(1,700,975)
FUND BALANCE	\$ 6,507,568	\$ 6,496,268	\$ 4,278,565	\$ 4,673,817	\$ (1,822,451)

RESERVE AND UNASSIGNED ANALYSIS

% OF OPERATING EXPENDITURES	26.2%	23.2%	16.0%	17.1%
TARGET % LEVEL	19.4%	19.4%	19.4%	19.4%
# OF DAYS OPERATING EXPENDITURES	94.29	83.63	57.42	61.55
TARGET # OF DAYS	70	70	70	70

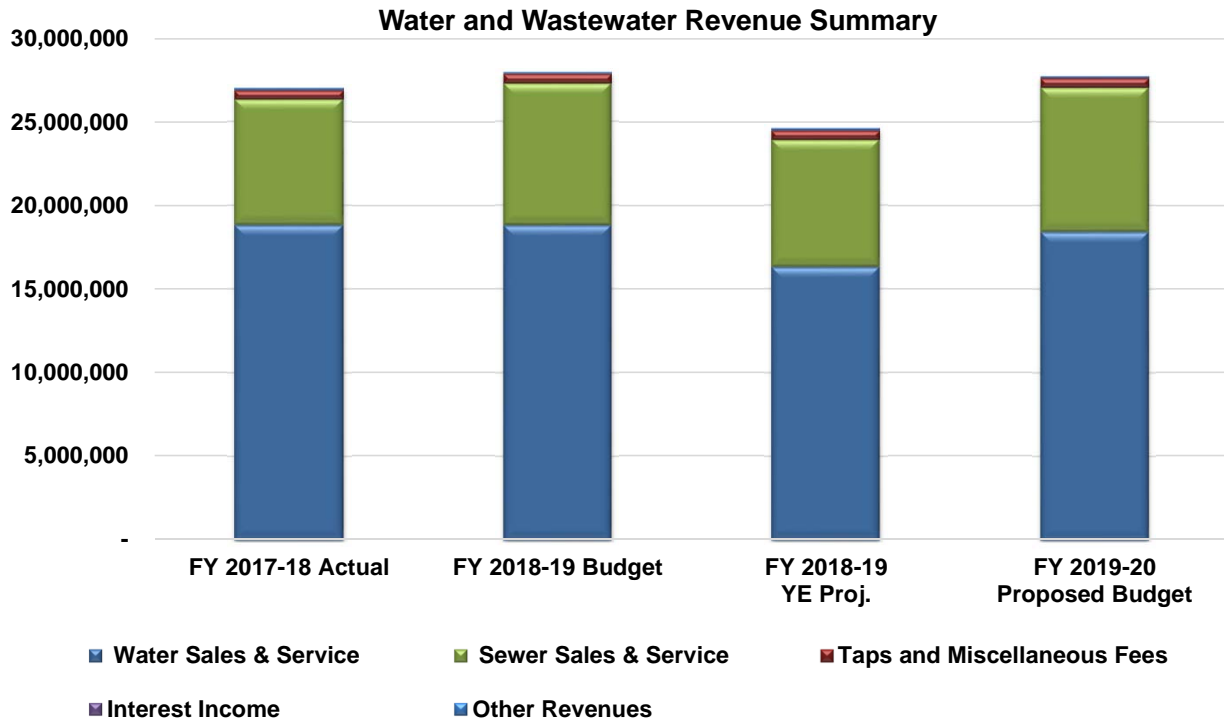
Water and Wastewater Summary



WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND REVENUES

<i>Revenues</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Operating Revenues					
Water Sales & Service	\$ 18,830,212	\$ 18,799,136	\$ 16,310,420	\$ 18,427,298	\$ (371,838)
Sewer Sales & Service	7,512,357	8,496,877	7,595,288	8,628,306	131,429
Total Operating Revenues	\$ 26,342,569	\$ 27,296,013	\$ 23,905,708	\$ 27,055,604	\$ (240,409)
Other Revenue					
Taps and Miscellaneous Fees	533,223	557,440	542,015	561,448	4,008
Interest Income	53,877	16,275	42,024	42,024	25,749
Other Revenues	91,464	82,057	103,800	74,528	(7,529)
Total Revenues Before Transfers	\$ 678,564	\$ 655,772	\$ 687,839	\$ 678,000	\$ 22,228
TOTAL REVENUES AND TRANSFERS	\$ 27,021,133	\$ 27,951,785	\$ 24,593,547	\$ 27,733,604	\$ (218,181)



WATER AND WASTEWATER FUND OVERVIEW

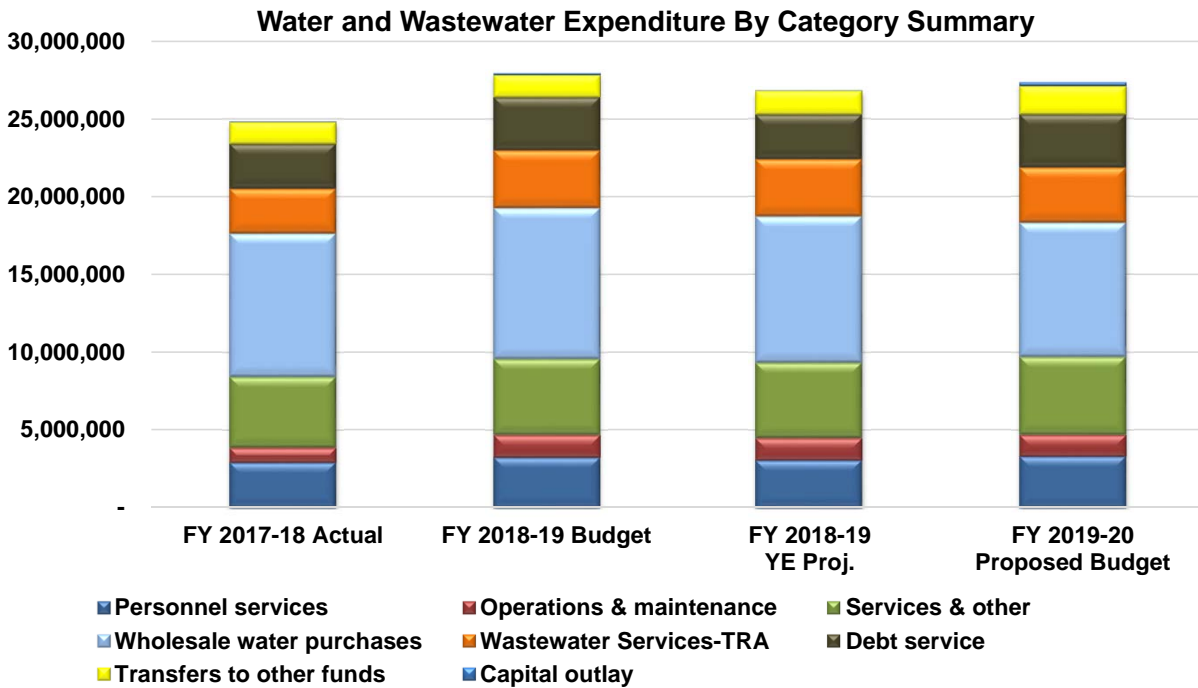
DETAIL OF WATER AND WASTEWATER FUND REVENUES

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
<i>Operating Revenues</i>	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Water Sales & Service	\$ 18,828,127	\$ 18,795,323	\$ 16,305,930	\$ 18,419,357	\$ (375,966)
Unclassified Water Revenue	2,085	3,813	4,490	7,941	4,128
Sewer Sales & Service	7,512,357	8,496,877	7,595,288	8,628,306	131,429
Total Operating Revenues	\$ 26,342,569	\$ 27,296,013	\$ 23,905,708	\$ 27,055,604	\$ (240,409)
<i>Miscellaneous Fees</i>					
Water Taps & Connect Fees	\$ 51,897	\$ 62,952	\$ 47,785	\$ 55,456	\$ (7,496)
Hydrant Meter Rental/Penalty	11,525	7,791	22,175	12,494	4,703
Sewer Tap Fees	9,750	3,629	6,168	3,629	-
Sewer Camera System Services	24,075	34,221	24,838	26,853	(7,368)
Reconnect Fees	41,225	36,518	40,282	36,125	(393)
Account Activation Fee	26,550	27,280	25,345	24,783	(2,497)
Account Transfer Fee	1,140	1,350	1,082	1,350	-
Inspection Fees-W&S	36,282	57,293	68,509	52,859	(4,434)
Penalty Revenue	231,781	205,365	191,107	205,365	-
Other Services	6,038	15,971	9,654	9,654	(6,317)
Administrative Svcs-Drainage	92,960	105,070	105,070	132,880	27,810
Total Miscellaneous Fees	\$ 533,223	\$ 557,440	\$ 542,015	\$ 561,448	\$ 4,008
<i>Other Revenue</i>					
Interest Revenue-Investments	\$ 53,877	\$ 16,275	\$ 42,024	\$ 42,024	\$ 25,749
Write Off Recovery	3,445	4,360	4,883	4,461	101
I/G Rev-Southlake	62,249	66,949	56,692	59,319	(7,630)
Miscellaneous Revenue	8,902	10,748	42,225	10,748	-
Total Other Revenue	\$ 145,341	\$ 98,332	\$ 145,824	\$ 116,552	\$ 18,220
TOTAL REVENUES AND TRANSFERS	\$ 27,021,133	\$ 27,951,785	\$ 24,593,547	\$ 27,733,604	\$ (218,181)

WATER AND WASTEWATER FUND OVERVIEW

SUMMARY OF WATER AND WASTEWATER FUND EXPENDITURES

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 2,934,792	\$ 3,258,576	\$ 3,066,759	\$ 3,321,930	\$ 63,354
Operations & maintenance	935,228	1,439,923	1,424,773	1,383,296	(56,627)
Services & other	4,550,694	4,876,469	4,847,469	4,992,479	116,010
Wholesale water purchases	9,225,455	9,715,501	9,383,112	8,614,600	(1,100,901)
Wastewater Services-TRA	2,884,013	3,700,836	3,684,907	3,561,059	(139,777)
Debt service	2,887,384	3,436,780	2,880,530	3,409,988	(26,792)
Transfers to other funds	1,387,500	1,412,000	1,512,000	1,820,000	408,000
Capital outlay	39,587	123,000	23,000	235,000	112,000
TOTAL	\$ 24,844,653	\$ 27,963,085	\$ 26,822,550	\$ 27,338,352	\$ (624,733)

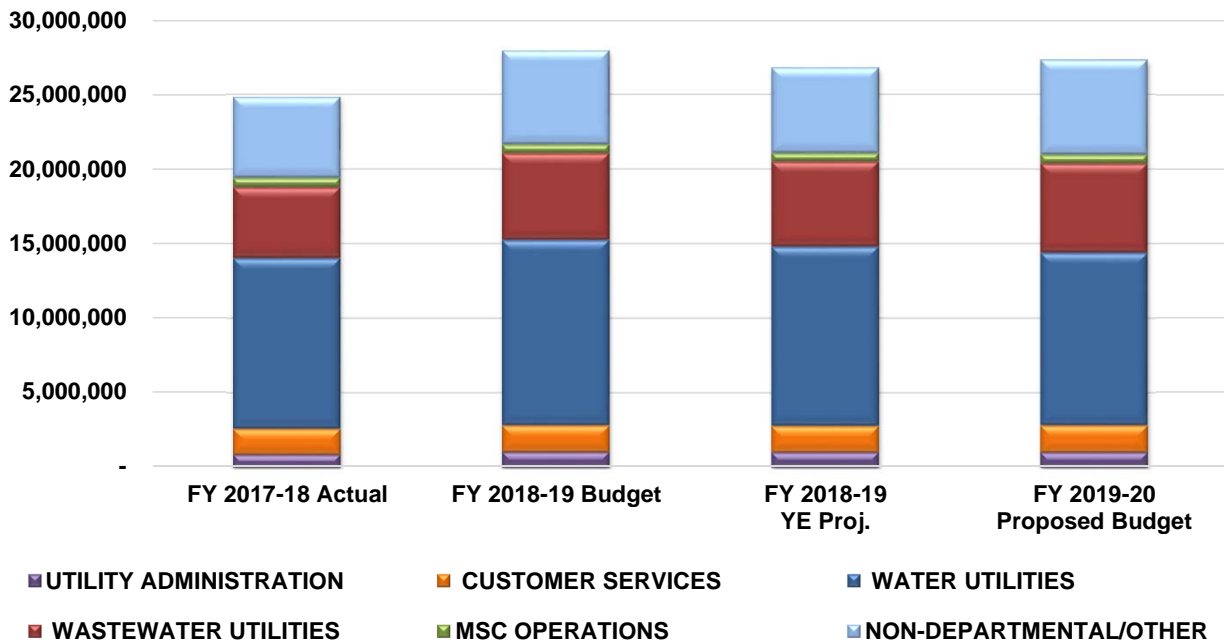


WATER AND WASTEWATER FUND OVERVIEW

EXPENDITURES

<u>EXPENDITURES BY ACTIVITY/DEPARTMENT:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
UTILITY ADMINISTRATION	\$ 852,032	\$ 1,027,247	\$ 994,942	\$ 1,007,709	\$ (19,538)
<u>CUSTOMER SERVICES</u>					
Administration	1,049,077	1,035,769	1,036,882	1,037,401	1,632
Field Services	682,130	752,654	751,113	774,236	21,582
CUSTOMER SERVICES	\$ 1,731,207	\$ 1,788,423	\$ 1,787,995	\$ 1,811,637	\$ 23,214
<u>WATER UTILITIES</u>					
Water Production	10,093,734	10,721,358	10,368,218	9,694,098	(1,027,260)
Water Distribution	1,335,467	1,713,806	1,642,711	1,873,498	159,692
WATER UTILITIES	\$ 11,429,200	\$ 12,435,164	\$ 12,010,929	\$ 11,567,596	\$ (867,568)
<u>WASTEWATER UTILITIES</u>					
Wastewater Collection	1,895,070	2,120,382	2,016,964	2,429,988	309,606
Wastewater Treatment	2,884,013	3,700,836	3,684,907	3,561,059	(139,777)
WASTEWATER UTILITIES	\$ 4,779,084	\$ 5,821,218	\$ 5,701,871	\$ 5,991,047	\$ 169,829
MSC OPERATIONS	\$ 618,139	\$ 577,692	\$ 569,722	\$ 568,970	\$ (8,722)
NON-DEPARTMENTAL/OTHER	\$ 5,434,990	\$ 6,313,341	\$ 5,757,091	\$ 6,391,393	\$ 78,052
TOTAL	\$ 24,844,653	\$ 27,963,085	\$ 26,822,550	\$ 27,338,352	\$ (624,733)

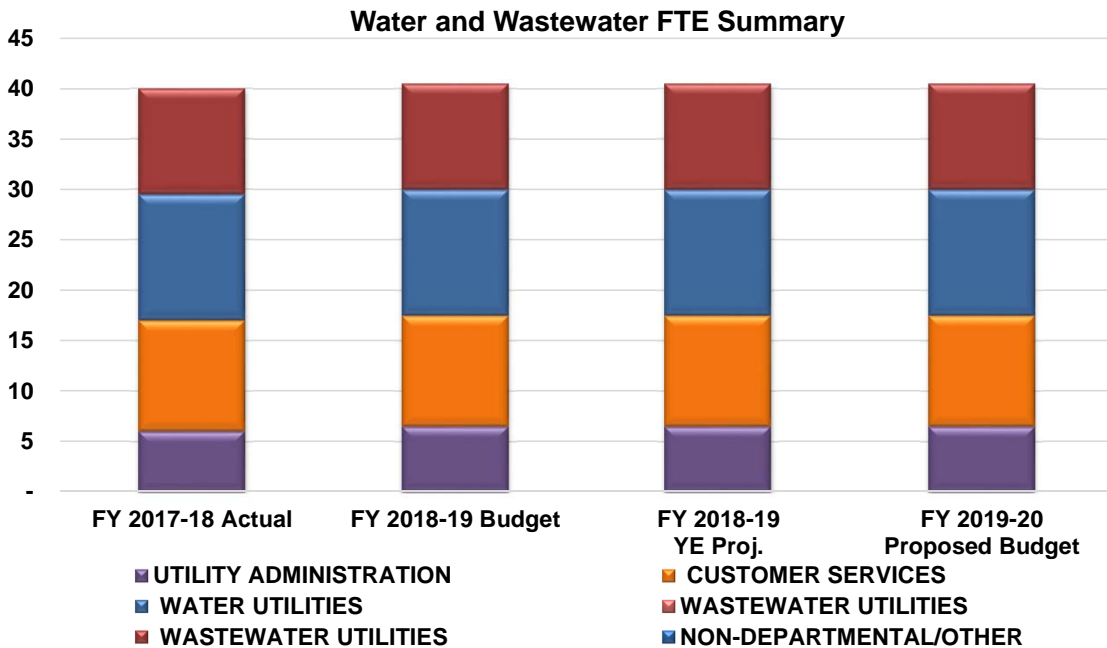
Water and Wastewater Expenditure Summary By Department



WATER AND WASTEWATER FUND OVERVIEW

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

<i>PERSONNEL BY ACTIVITY/DEPT:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
UTILITY ADMINISTRATION	6.00	6.48	6.48	6.48	-
<u>CUSTOMER SERVICES</u>					
Administration	7.00	7.00	7.00	7.00	-
Field Services	4.00	4.00	4.00	4.00	-
CUSTOMER SERVICES	11.00	11.00	11.00	11.00	-
<u>WATER UTILITIES</u>					
Water Production	5.00	5.00	5.00	5.00	-
Water Distribution	7.50	7.50	7.50	7.50	-
WATER UTILITIES	12.50	12.50	12.50	12.50	-
<u>WASTEWATER UTILITIES</u>					
Wastewater Collection	10.50	10.50	10.50	10.50	-
Wastewater Treatment	-	-	-	-	-
WASTEWATER UTILITIES	10.50	10.50	10.50	10.50	-
MSC OPERATIONS	2.00	2.00	2.00	2.00	-
NON-DEPARTMENTAL/OTHER	-	-	-	-	-
TOTAL	42.00	42.48	42.48	42.48	-



UTILITY ADMINISTRATION

UTILITY ADMINISTRATION (200-700-01)

DEPARTMENT DESCRIPTION:

The functions of Water and Wastewater Administration are under the direction of the Director of Public Works. The Division is responsible for all utility operations, utility customer service, water production, water distribution, wastewater collection, and environmental services.

DEPARTMENT/DIVISION GOALS:

1. Continuously review work processes to determine efficiency improvements and cost reduction opportunities.
2. Ensure that all staff is appropriately credentialed and provided professional development opportunities.
3. Effectively manage and supervise the Water, Wastewater, MSC Operations, and Environmental Services divisions.
4. Review budgets monthly to ensure cost containment and adherence to policies.
5. Manage the water conservation program.
6. Administer the cross-connection control program.
7. Coordinate the annual mosquito control program for sample testing, spraying, and public education activities.
8. Document and ensure that all local, State and Federal water standards are being met.

DEPARTMENT/DIVISION OBJECTIVES:

1. Coordinate and review the AWIA Emergency Response Plan.
2. Coordinate and review the AWIA Risk & Resilience Assessment.
3. Reorganize the department to ensure operations divisions have dedicated and proper engineering oversight.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Customer Service Inspections (CSI)	468	250	450	450
Backflow devices tested	2,192	1,600	2,000	2,000
Mosquito samples collected and tested	87	80	80	80
Mosquito spraying events conducted	7	6	7	7

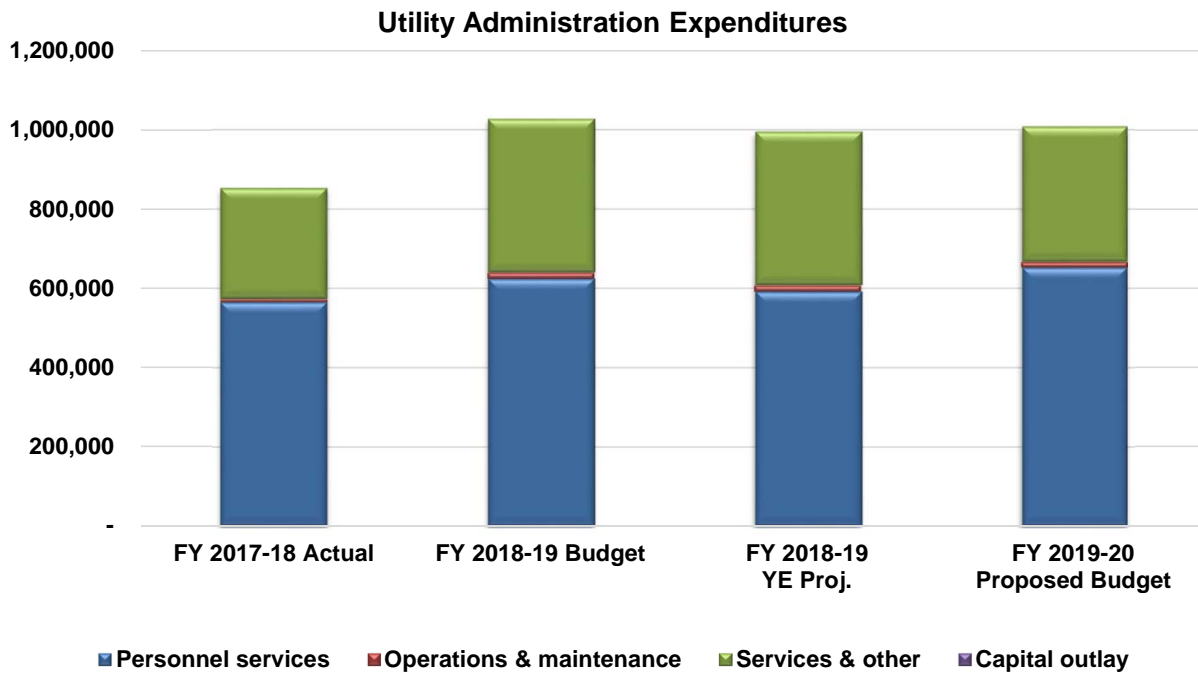
PERFORMANCE INDICATORS

% of Double Positive Mosquito test sites	1	0	0	0
% of CSI plan being met	100	100	100	100

UTILITY ADMINISTRATION

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 565,155	\$ 624,403	\$ 592,098	\$ 652,224	\$ 27,821
Operations & maintenance	7,084	15,255	15,255	13,791	(1,464)
Services & other	279,793	387,589	387,589	341,694	(45,895)
Capital outlay	-	-	-	-	-
TOTAL	\$ 852,032	\$ 1,027,247	\$ 994,942	\$ 1,007,709	\$ (19,538)

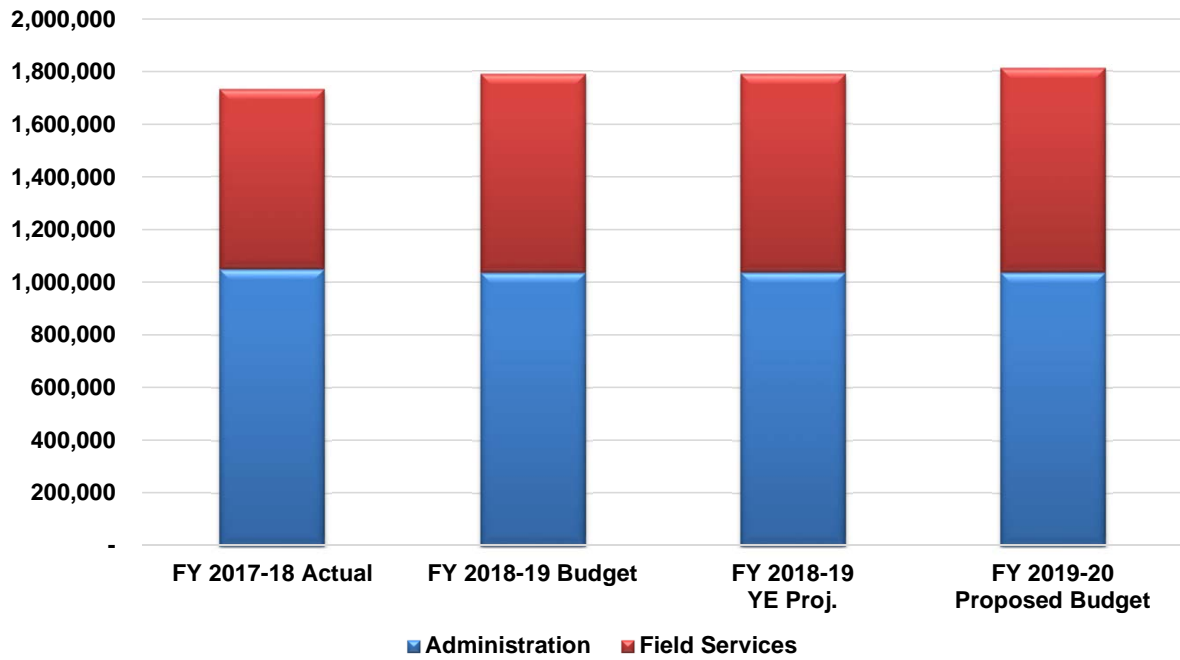
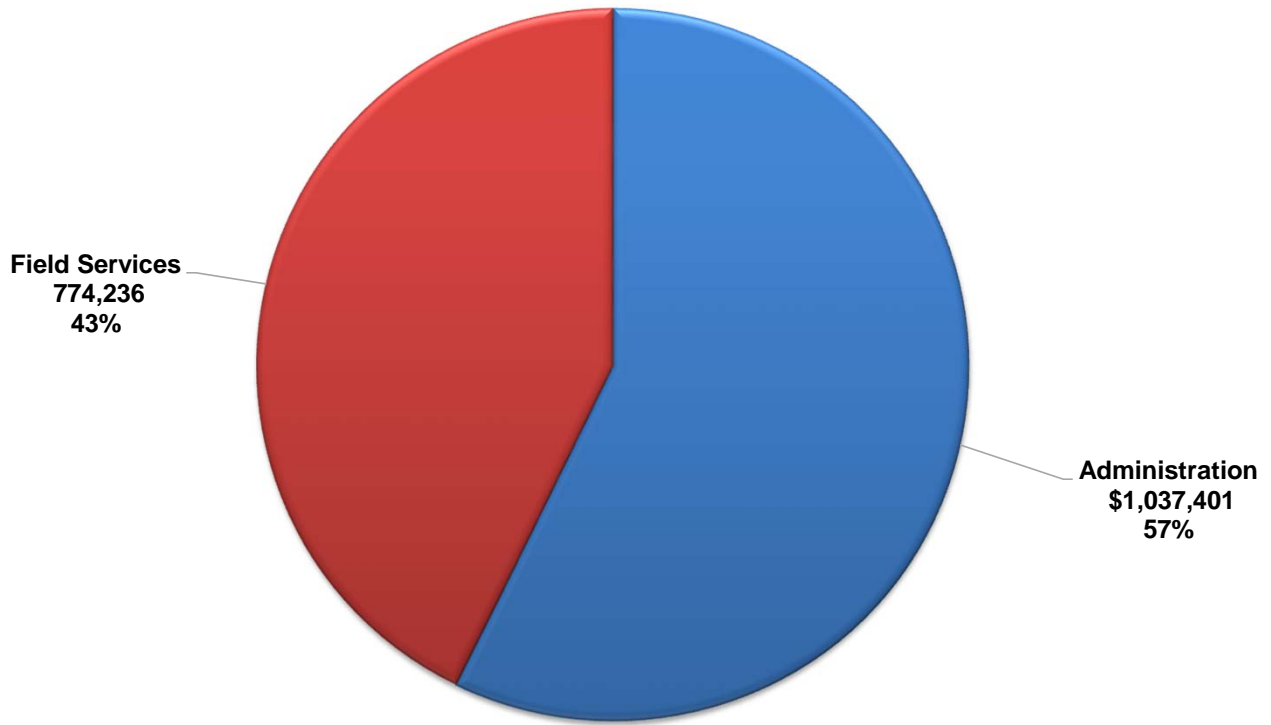


PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	-
Construction Inspector	1.00	1.00	1.00	1.00	-
Environmental Services Specialist	1.00	1.00	1.00	1.00	-
Customer Service Coordinator	1.00	1.00	1.00	1.00	-
Customer Service Tech.	1.00	1.00	1.00	1.00	-
Environmental Services Technician	-	0.48	0.48	0.48	-
TOTAL	6.00	6.48	6.48	6.48	-

CUSTOMER SERVICES

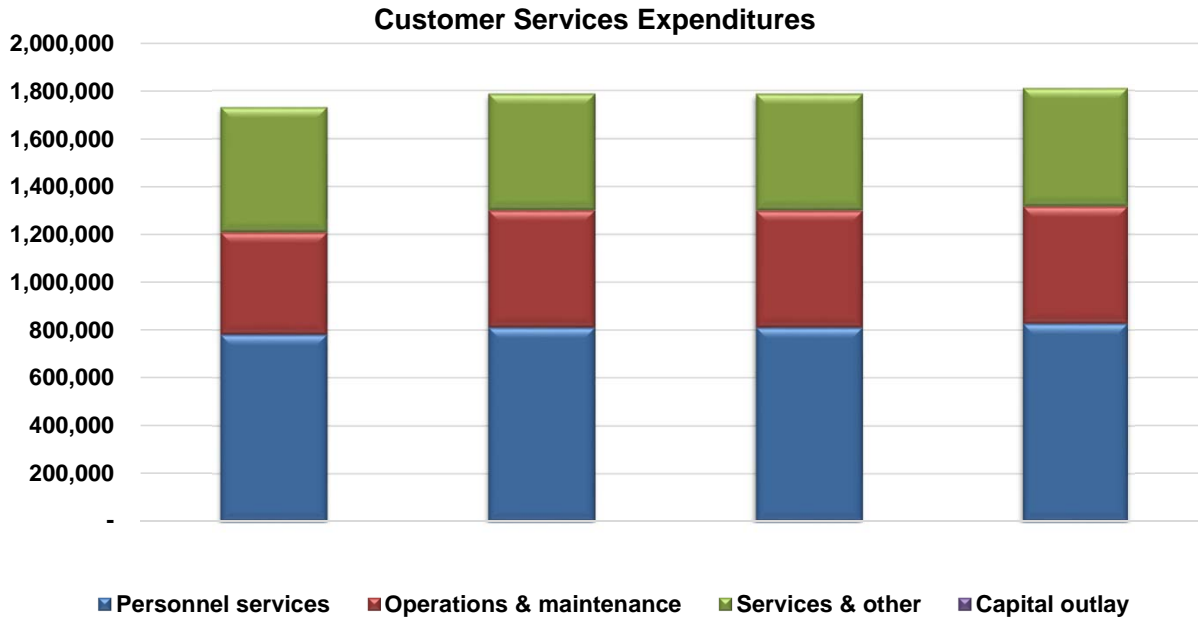


CUSTOMER SERVICES DEPARTMENT

EXPENDITURE SUMMARY

<u>EXPENDITURES BY DIVISION:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	\$ 1,049,077	\$ 1,035,769	\$ 1,036,882	\$ 1,037,401	\$ 1,632
Field Services	682,130	752,654	751,113	774,236	21,582
TOTAL	\$ 1,731,207	\$ 1,788,423	\$ 1,787,995	\$ 1,811,637	\$ 23,214

<u>EXPENDITURES BY CATEGORY:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 781,271	\$ 810,494	\$ 810,066	\$ 826,618	\$ 16,124
Operations & maintenance	427,180	489,973	489,973	490,914	941
Services & other	522,756	487,956	487,956	494,105	6,149
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,731,207	\$ 1,788,423	\$ 1,787,995	\$ 1,811,637	\$ 23,214



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>BY DIVISION</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	7.00	7.00	7.00	7.00	-
Field Services	4.00	4.00	4.00	4.00	-
TOTAL	11.00	11.00	11.00	11.00	-

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 loss 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. Utilize 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. Continue to learn and adopt current best practices within Utility Billing.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Customer meter reading routes maintained	70	70	70	70
# of Billing Cycles	2	2	2	2
Water customers billed	187,512	188,500	189,018	190,000
Sewer customers billed	159,889	160,000	161,164	162,000
Drainage customers billed	180,402	180,000	182,064	183,000
Garbage customers billed	171,275	172,000	172,962	173,000
Total water gallons billed (millions gallons)	27,540	23,000	16,175	20,000
Annual delinquent statements processed	17,342	16,000	15,450	16,000
E-mailed delinquent statements processed	2,806	2,100	2,922	2,500
Customer security deposits processed	1,801	1,900	1,390	1,500
Services disconnected for non-payment	1,670	1,500	1,700	1,600
Customer transfers & final accounts processed	2,023	2,000	1,452	1,400
# of on-line automated payments (000's)	74,646	75,000	78,506	83,060
Total amount of online automated payments (000's)	\$10,944	\$12,528	\$14,687	\$10,193
# of lockbox payments processed	23,020	25,254	24,076	16,208
Total amount of lockbox payments processed (000's)	\$4,017	\$3,794	\$5,072	\$2,869

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

SERVICE LEVEL ANALYSIS: (CONTINUED)

PERFORMANCE INDICATORS	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Monthly average billing:				
Average monthly water customers billed	15,626	14,000	15,752	16,000
Average monthly sewer customers billed	13,324	15,550	13,470	14,000
Average monthly drainage customers billed	15,033	14,500	15,172	15,600
Average monthly garbage customers billed	14,272	12,000	14,413	14,800
Average water usage per customer	14,687	8,175	8,485	8,000
Average water bill per customer	\$93.38	\$65.00	\$63.93	\$65.00
Average water revenue 1,000 gallons billed	\$6.36	\$6.99	\$7.53	\$8.00
Average sewer bill per customer	\$66.18	\$48.66	\$48.91	\$49.00
Average drainage bill per customer	\$8.00	\$7.00	\$8.03	\$9.00
Average garbage bill per customer	\$12.00	\$13.10	\$13.01	\$13.60
Average daily phone inquires	67	70	72	74

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 485,712	\$ 506,462	\$ 507,575	\$ 511,360	\$ 4,898
Operations & maintenance	72,986	82,870	82,870	77,287	(5,583)
Services & other	490,379	446,437	446,437	448,754	2,317
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,049,077	\$ 1,035,769	\$ 1,036,882	\$ 1,037,401	\$ 1,632

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
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	-
Senior Customer Service Representative	1.00	1.00	1.00	1.00	-
Customer Service Representative	3.00	3.00	3.00	3.00	-
TOTAL	7.00	7.00	7.00	7.00	-

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, 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 loss 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. Utilize paperless work system using STW software and tablets.
2. Continue to promote error free environment.
3. Continue to 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Customer meter reading routes maintained	70	70	70	70
Service calls made to customers (including re-reads)	6,285	4,200	5,300	5,000
Total water meters read (monthly average)	16,192	16,000	16,250	16,500
Work orders completed	16,084	25,000	16,000	15,000
Annual new meter exchanges	1,064	1,600	1,600	1,600
Annual new meter sets	147	200	120	150
PERFORMANCE INDICATORS				
Billing cycles read on schedule	100%	100%	100%	100%
Meter reading accuracy rate	99.91%	99.90%	99.99%	99.99%
Average hours to read a billing cycle	24	24	24	24
Manual re-reads as a % of total meter reads	0.02%	0.02%	0.01%	0.01%

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

EXPENDITURE SUMMARY

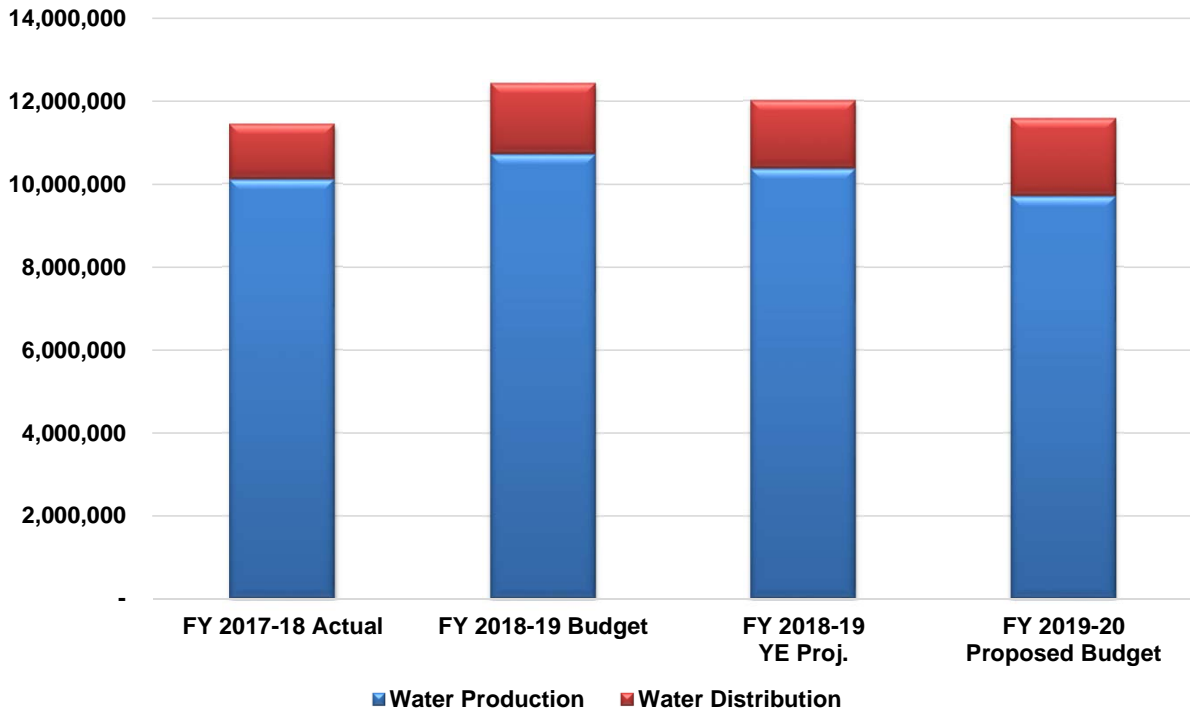
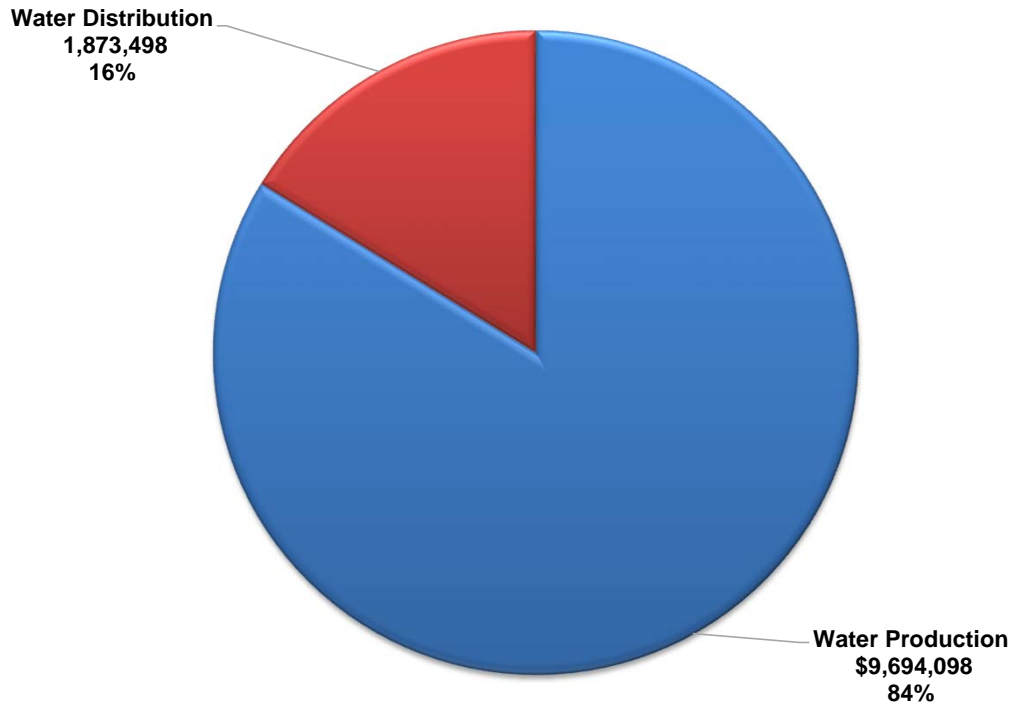
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 295,559	\$ 304,032	\$ 302,491	\$ 315,258	\$ 11,226
Operations & maintenance	354,195	407,103	407,103	413,627	6,524
Services & other	32,377	41,519	41,519	45,351	3,832
Capital outlay	-	-	-	-	-
TOTAL	\$ 682,130	\$ 752,654	\$ 751,113	\$ 774,236	\$ 21,582

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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

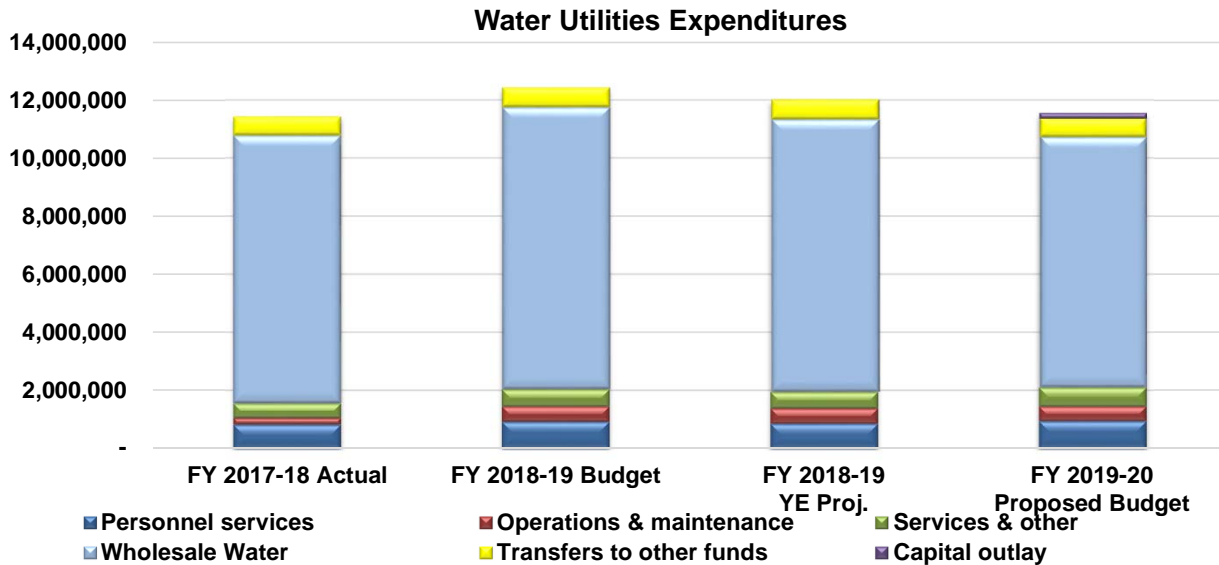


WATER UTILITIES DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Water Production	\$ 10,093,734	\$ 10,721,358	\$ 10,368,218	\$ 9,694,098	\$ (1,027,260)
Water Distribution	1,335,467	1,713,806	1,642,711	1,873,498	159,692
TOTAL	\$ 11,429,200	\$ 12,435,164	\$ 12,010,929	\$ 11,567,596	\$ (867,568)

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 816,435	\$ 916,496	\$ 852,650	\$ 944,293	\$ 27,797
Operations & maintenance	237,244	530,960	524,960	506,597	(24,363)
Services & other	500,065	592,707	570,707	652,106	59,399
Wholesale Water	9,225,455	9,715,501	9,383,112	8,614,600	(1,100,901)
Transfers to other funds	650,000	679,500	679,500	650,000	(29,500)
Capital outlay	-	-	-	200,000	200,000
TOTAL	\$ 11,429,200	\$ 12,435,164	\$ 12,010,929	\$ 11,567,596	\$ (867,568)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Water Production	5.00	5.00	5.00	5.00	-
Water Distribution	7.50	7.50	7.50	7.50	-
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 securing from the City of Fort Worth an adequate supply of potable water in compliance with State and Federal regulations for the City. The division is also responsible for conducting system quality tests and water tank (x5) operations and maintenance.

DEPARTMENT/DIVISION GOALS:

1. Provide an adequate supply of safe, potable water.
2. Monitor pumping stations and storage tanks through the Supervisory Control and Data Acquisition (SCADA) system.
3. 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. Perform site inspections to ensure that facilities are secure and equipment is functioning properly.
2. Coordinate facility grounds maintenance at all water production sites.
3. Monitor water quality and flush dead-end water lines in order to maintain disinfectant residuals.
4. Collect required water samples in compliance with the EPA and Texas Commission on Environmental Quality.
5. Collect new construction water samples and deliver to laboratory for analysis.
6. Perform required water quality field testing to comply with the Nitrification Action Plan (NAP).
7. Continue required Water Tank rehabilitations for all tanks over the next 5 years.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total gallons purchased (million gallons)	3,063.2	3,000.0	3,000.0	3,000.0
Peak day water demand (million gallons)	19.9	22.0	22.0	22.0
Daily site inspections performed	2,028	1,872	2,000	2,000
Water samples collected/tested	651	700	650	650
Dead-end water lines flushed	1,308	1,300	1,300	1,300
# of water pressure complaints received	46	50	50	50
# of water complaints (taste & odor)	6	20	10	10

PERFORMANCE INDICATORS

% of monthly bacteriological samples testing negative for coliform organisms	100%	100%	100%	100%
% of required flushed as scheduled	100%	100%	100%	100%
% of required inspections as scheduled	100%	100%	100%	100%

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
				Budget	
Personnel services	\$ 403,258	\$ 418,003	\$ 420,252	\$ 434,702	\$ 16,699
Operations & maintenance	85,243	121,695	118,695	120,015	(1,680)
Services & other	379,778	466,159	446,159	524,781	58,622
Wholesale Water	9,225,455	9,715,501	9,383,112	8,614,600	(1,100,901)
Capital outlay	-	-	-	-	-
TOTAL	\$ 10,093,734	\$ 10,721,358	\$ 10,368,218	\$ 9,694,098	\$ (1,027,260)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
				Budget	
SCADA Operator	2.00	2.00	2.00	2.00	-
Water Production Supervisor	1.00	1.00	1.00	1.00	-
Water Production Operator	2.00	2.00	2.00	2.00	-
TOTAL	5.00	5.00	5.00	5.00	-

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total miles of water mains maintained	275	278	278	280
Total number of water valves maintained	6,000	6,100	6,125	6,200
Total number of fire hydrants maintained	2,350	2,400	2,375	2,400
Work orders completed	1,496	1,400	1,400	1,400
Water leaks repaired (water mains)	26	20	20	20
Water leaks repaired (water services)	113	120	100	100
Water valves repaired/replaced	4	4	3	4
Fire hydrants repaired/replaced	28	5	20	10
Water taps installed	18	12	6	8
Line locates performed	424	250	350	350
# active water customers on Sept 30th	15,766	15,850	15,900	16,000

PERFORMANCE INDICATORS

% of water service interruptions <2.5 hrs	100.0	100.0	100.0	100.0
% of valves exercised as scheduled	2%	2%	2%	2%

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

EXPENDITURE SUMMARY

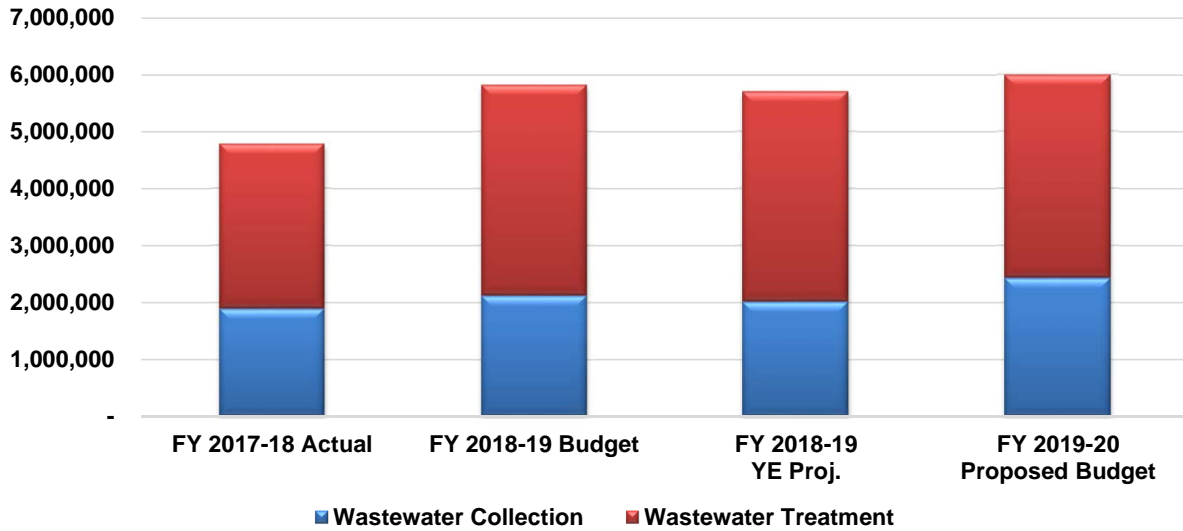
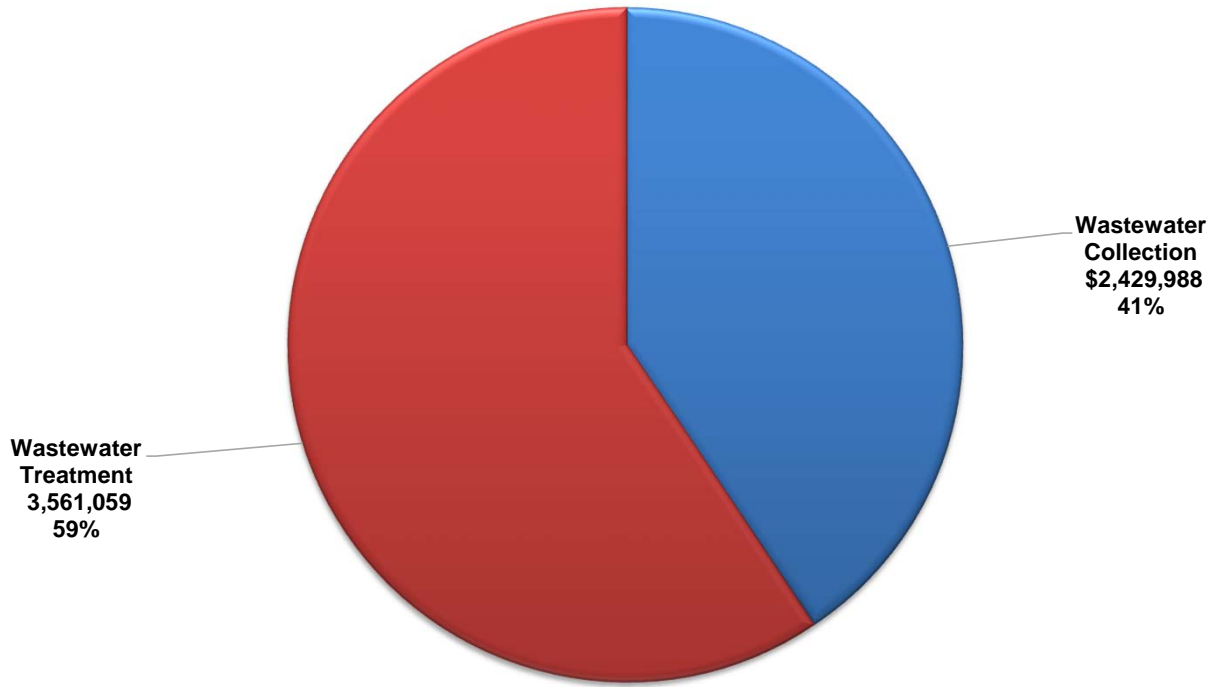
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 413,177	\$ 498,493	\$ 432,398	\$ 509,591	\$ 11,098
Operations & maintenance	152,002	409,265	406,265	386,582	(22,683)
Services & other	120,288	126,548	124,548	127,325	777
Transfers to other funds	650,000	679,500	679,500	650,000	(29,500)
Capital outlay	-	-	-	200,000	200,000
TOTAL	\$ 1,335,467	\$ 1,713,806	\$ 1,642,711	\$ 1,873,498	\$ 159,692

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	2.00	2.00	2.00	2.00	-
Water/Sewer Maintenance Worker	3.00	3.00	3.00	3.00	-
TOTAL	7.50	7.50	7.50	7.50	-

WASTEWATER UTILITIES

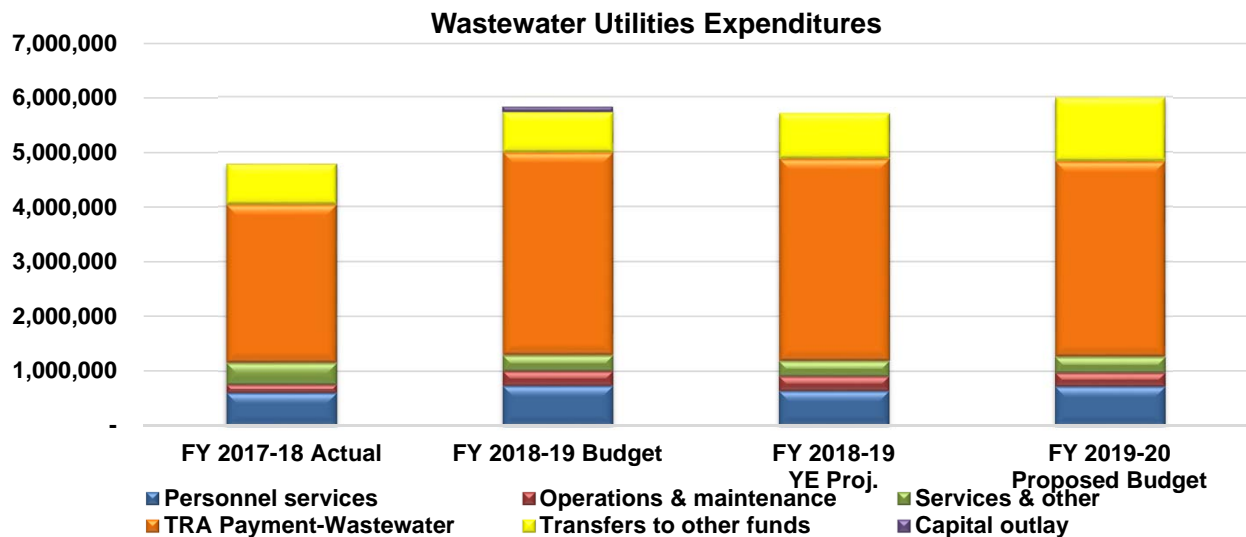


WASTEWATER UTILITIES DEPARTMENT

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Wastewater Collection	\$ 1,895,070	\$ 2,120,382	\$ 2,016,964	\$ 2,429,988	\$ 309,606
Wastewater Treatment	2,884,013	3,700,836	3,684,907	3,561,059	(139,777)
TOTAL	\$ 4,779,084	\$ 5,821,218	\$ 5,701,871	\$ 5,991,047	\$ 169,829

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 604,741	\$ 733,830	\$ 641,412	\$ 720,804	\$ (13,026)
Operations & maintenance	150,506	270,395	266,395	251,704	(18,691)
Services & other	395,029	283,657	276,657	287,480	3,823
TRA Payment-Wastewater	2,884,013	3,700,836	3,684,907	3,561,059	(139,777)
Transfers to other funds	737,500	732,500	832,500	1,170,000	437,500
Capital outlay	7,295	100,000	-	-	(100,000)
TOTAL	\$ 4,779,084	\$ 5,821,218	\$ 5,701,871	\$ 5,991,047	\$ 169,829



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Wastewater Collection	10.50	10.50	10.50	10.50	-
Wastewater Treatment	-	-	-	-	-
TOTAL	10.50	10.50	10.50	10.50	-

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:

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

DEPARTMENT/DIVISION OBJECTIVES:

1. Purchase equipment which shall allow for the efficient operations of the department.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Total miles of WW mains maintained	208	212	210	212
Total miles of WW mains cleaned	44.25	35.0	40.0	40.0
Total miles of WW lines videoed	6.3	3.5	3.0	3.0
Work orders completed	841	800	750	750
Sewer manholes maintained	3,400	3,500	3,650	3,800
Sewer manholes inspected	185	150	200	200
Lift stations maintained	6	6	6	6
Sewer taps installed	5	3	6	5
Line locates performed	424	250	350	350
# of WW main line blockages	6	8	6	6
# active WW customers on Sept 30th	13,459	13,500	13,550	13,650
PERFORMANCE INDICATORS				
% blocked mains cleaned w/in 24 hrs	100%	100%	100%	100%
% WW lines cleaned as scheduled	100%	100%	100%	100%

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 604,741	\$ 733,830	\$ 641,412	\$ 720,804	\$ (13,026)
Operations & maintenance	150,506	270,395	266,395	251,704	(18,691)
Services & other	395,029	283,657	276,657	287,480	3,823
Capital outlay	7,295	100,000	-	-	(100,000)
TOTAL	\$ 1,895,070	\$ 2,120,382	\$ 2,016,964	\$ 2,429,988	\$ 309,606

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed 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	4.00	4.00	4.00	4.00	-
Water/Sewer Maintenance Worker	3.00	3.00	3.00	3.00	-
Sewer Inspection Technician	-	-	-	-	-
Pipeline Inspection Crew Leader	1.00	1.00	1.00	1.00	-
TOTAL	10.50	10.50	10.50	10.50	-

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

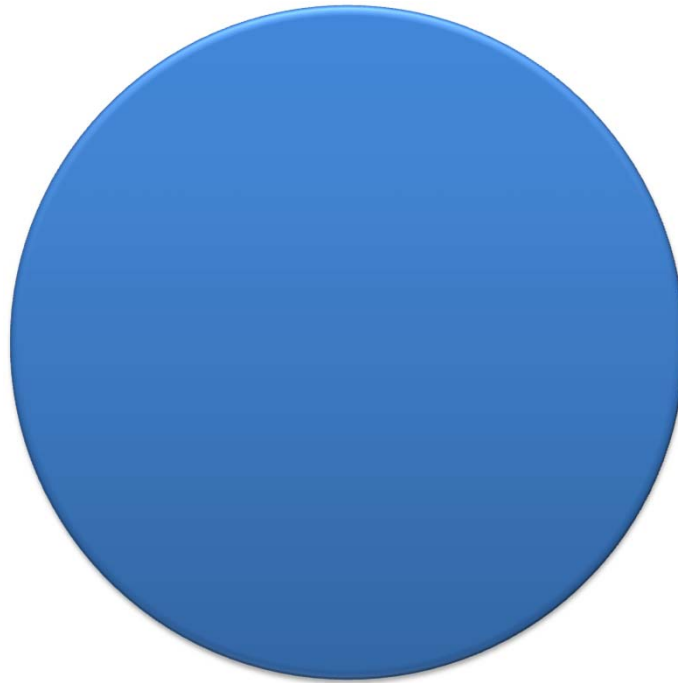
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
TRA Payment-Wastewater	2,884,013	3,700,836	3,684,907	3,561,059	(139,777)
TOTAL	\$ 2,884,013	\$ 3,700,836	\$ 3,684,907	\$ 3,561,059	(139,777)

PERSONNEL SUMMARY

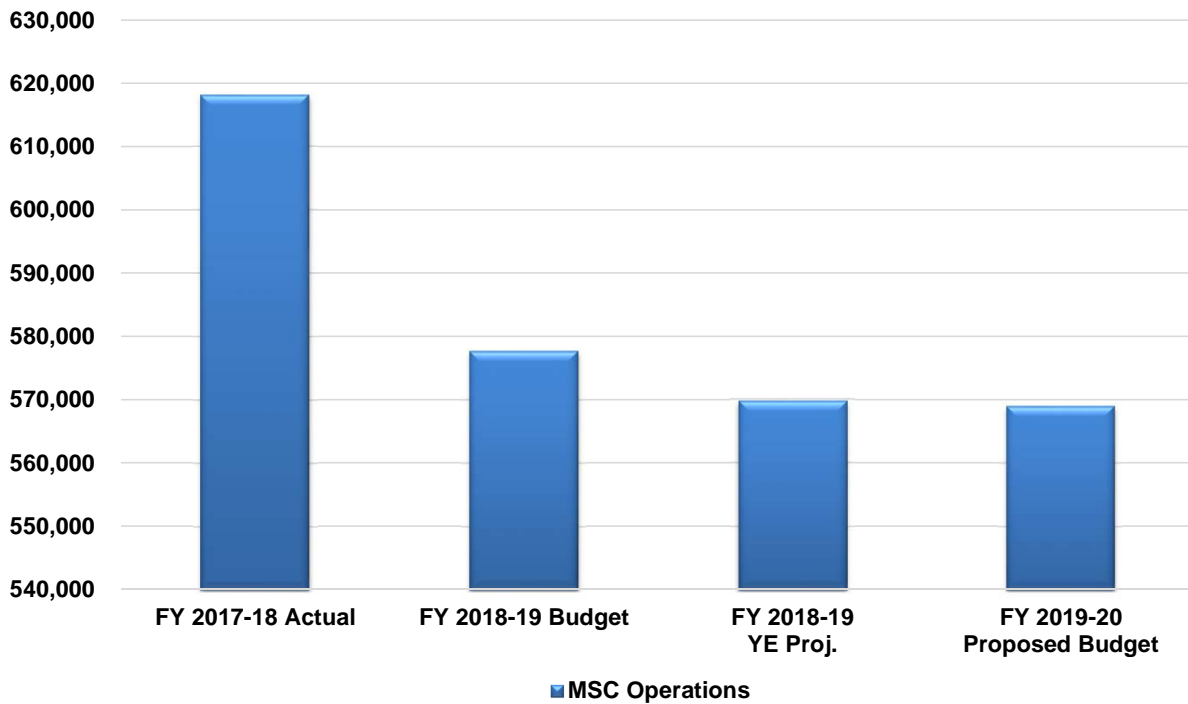
(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this division					
TOTAL	-	-	-	-	-

MSC OPERATIONS



MSC Operations
\$568,970
100%

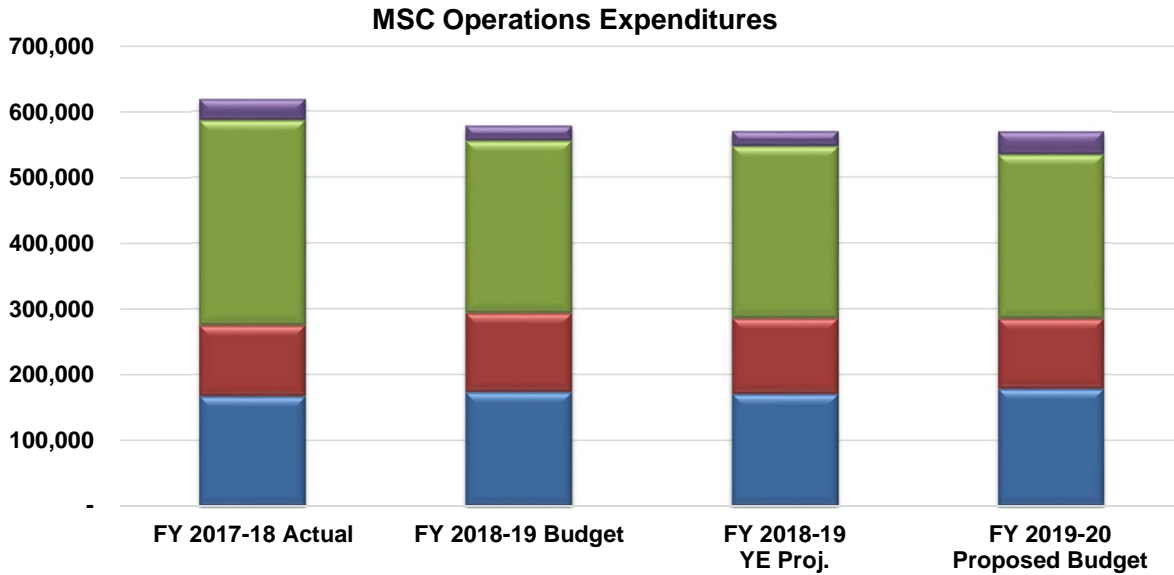


MSC OPERATIONS DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
MSC Operations	\$ 618,139	\$ 577,692	\$ 569,722	\$ 568,970	\$ (8,722)
TOTAL	\$ 618,139	\$ 577,692	\$ 569,722	\$ 568,970	\$ (8,722)

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 167,189	\$ 173,353	\$ 170,533	\$ 177,991	\$ 4,638
Operations & maintenance	107,287	119,840	114,690	106,790	(13,050)
Services & other	311,371	261,499	261,499	249,189	(12,310)
Capital outlay	32,292	23,000	23,000	35,000	12,000
TOTAL	\$ 618,139	\$ 577,692	\$ 569,722	\$ 568,970	\$ (8,722)



■ Personnel services
 ■ Operations & maintenance
 ■ Services & other
 ■ Capital outlay

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
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 operations budget reflects expenditures of a general nature not allocated to specific utility divisions within Public Works. Included within this activity are budgeted costs for building maintenance, utility costs, grounds maintenance, and janitorial services.

DEPARTMENT/DIVISION GOALS:

1. Provide for the comprehensive and continuous operation, maintenance and regulatory compliance of the City's Municipal Service Center in an efficient, safe, accurate and professional manner.
2. Order/purchase/store/process invoices for the necessary inventory and equipment needed to complete daily Public Works operations throughout the City.
3. Develop and maintain a routine preventative maintenance (PM) schedule for all service vehicles and equipment stored at the Municipal Service Center.
4. Perform building maintenance activities routinely and on a schedule so as not to impact operations of the Public Works Department.
5. Maintain the City's fueling system by ensuring adequate amounts of fuel are stocked, staff training is performed and maintenance costs are controlled.
7. Maintain regulatory compliance of all applicable activities at the Municipal Service Center.
8. Manage the fleet maintenance and MSC inventory utilizing the Lucity work order database system.

DEPARTMENT/DIVISION OBJECTIVES:

1. Engineer and construct additional materials storage capacity in the MSC yard.
2. Investigate and construct drainage channel for areas containing high water against the administration building.
3. Replace the boiler system responsible for building heating.
4. Perform minor maintenance, crack sealing, seal coating and striping of employee parking areas.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
% light vehicles serviced on PM schedule	90%	95%	90%	95%
% heavy vehicles serviced on PM schedule	50%	55%	65%	80%
% equipment serviced on PM schedule	40%	45%	55%	65%
% landscaping work performed on schedule	75%	88%	88%	100%
% facility repairs; emergency vs. planned	75%	70%	55%	65%
% inventory received w/in 1 business day	25%	30%	25%	28%
% negative on-hand quantities inventory	3%	3%	2%	2%
Inventory Accuracy	40%	50%	55%	65%

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

EXPENDITURE SUMMARY

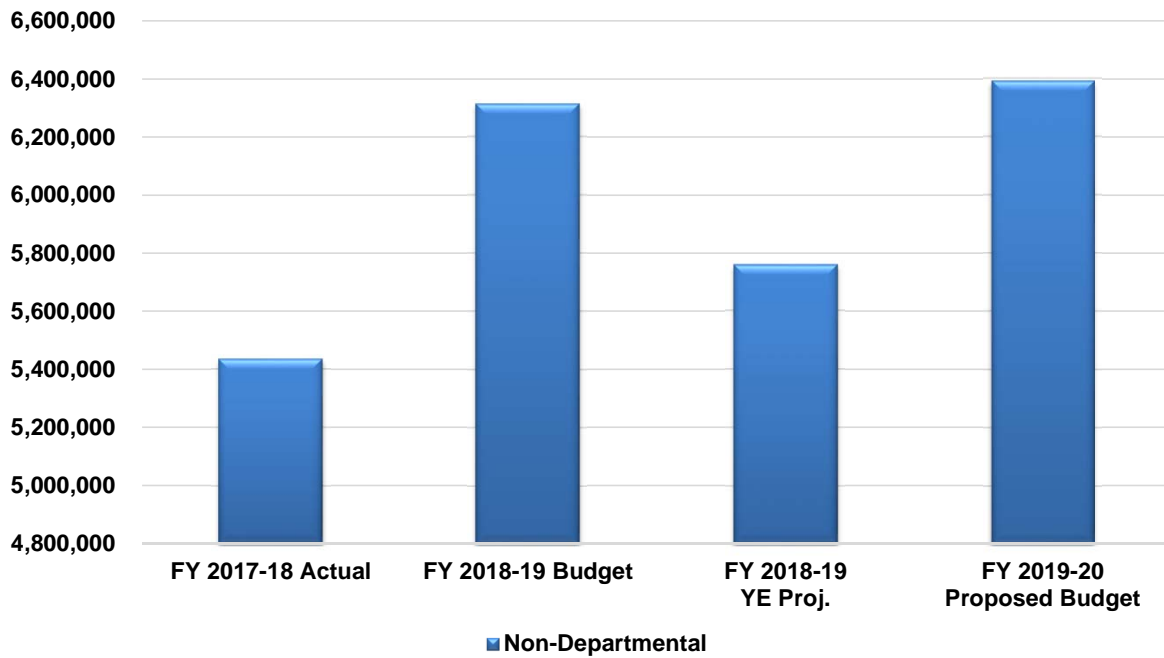
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 167,189	\$ 173,353	\$ 170,533	\$ 177,991	\$ 4,638
Operations & maintenance	107,287	119,840	114,690	106,790	(13,050)
Services & other	311,371	261,499	261,499	249,189	(12,310)
Capital outlay	32,292	23,000	23,000	35,000	12,000
TOTAL	\$ 618,139	\$ 577,692	\$ 569,722	\$ 568,970	\$ (8,722)

PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Fleet Maintenance Coordinator	1.00	1.00	1.00	1.00	-
Management Assistant	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

UTILITY FUND NON-DEPARTMENTAL

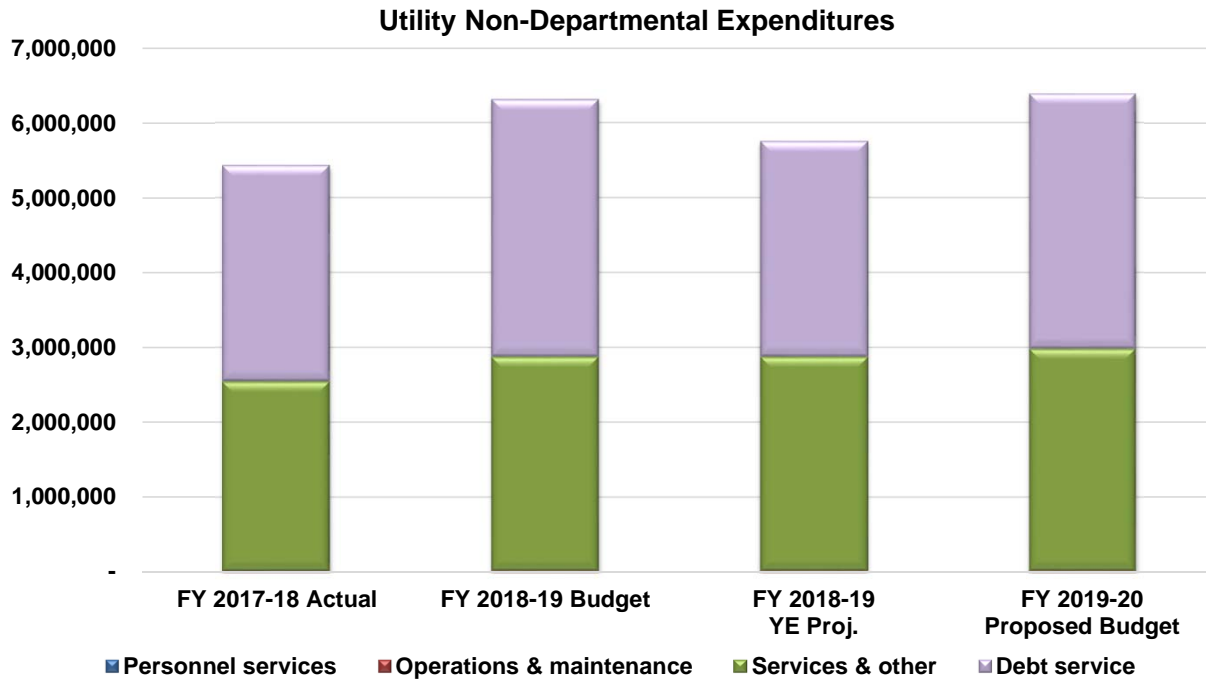


UTILITY FUND NON-DEPARTMENTAL DEPARTMENT

EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Non-Departmental	\$ 5,434,990	\$ 6,313,341	\$ 5,757,091	\$ 6,391,393	\$ 78,052
TOTAL	\$ 5,434,990	\$ 6,313,341	\$ 5,757,091	\$ 6,391,393	\$ 78,052

<i>EXPENDITURES BY CATEGORY:</i>					
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	5,927	13,500	13,500	13,500	-
Services & other	2,541,679	2,863,061	2,863,061	2,967,905	104,844
Debt service	2,887,384	3,436,780	2,880,530	3,409,988	(26,792)
TOTAL	\$ 5,434,990	\$ 6,313,341	\$ 5,757,091	\$ 6,391,393	\$ 78,052



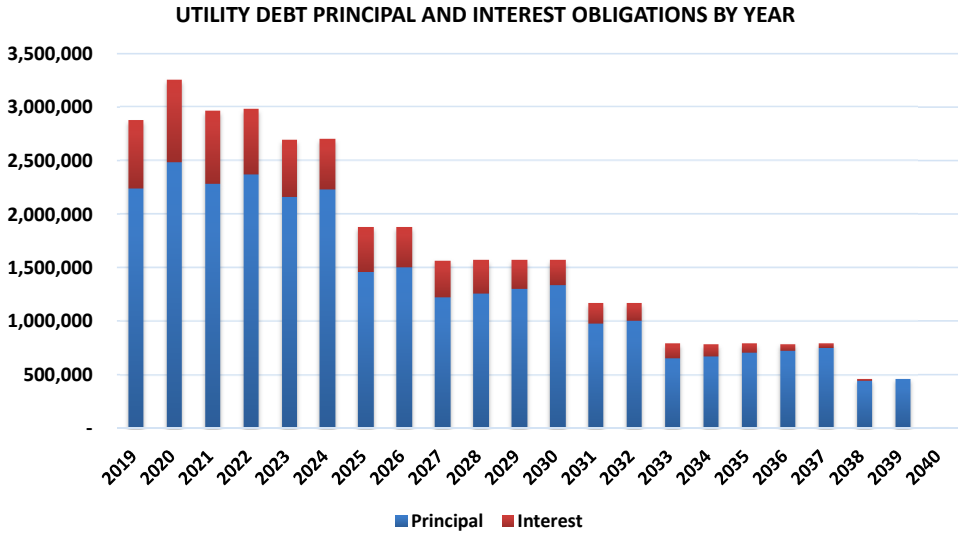
PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Non-Departmental	-	-	-	-	-
TOTAL	-	-	-	-	-

UTILITY DEBT BY PRINCIPAL AND INTEREST

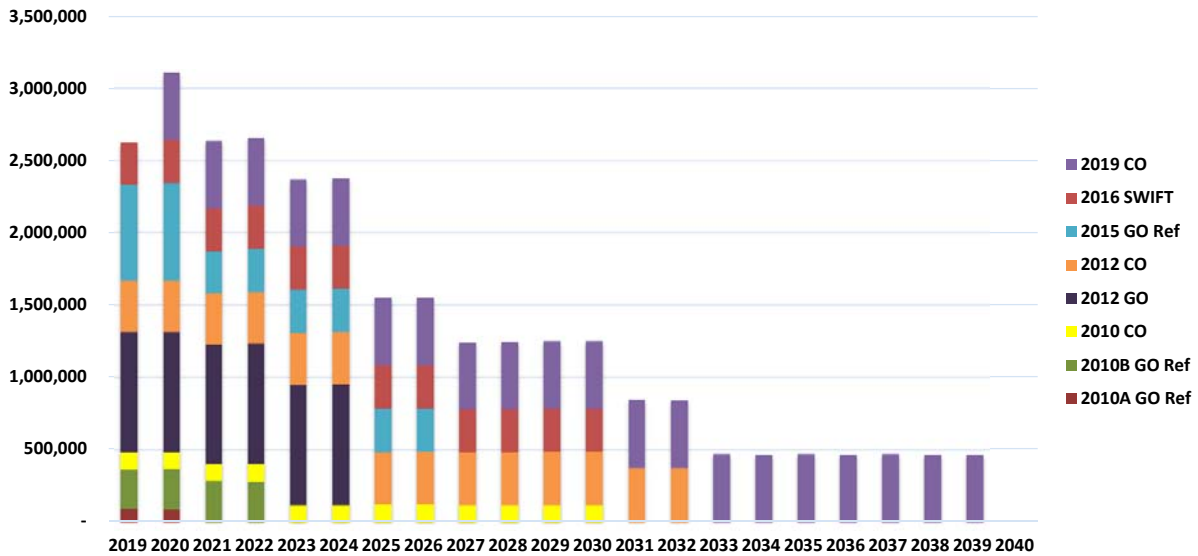
Year	Principal	Interest	Total P+I
2019	\$ 2,240,954	\$ 636,576	\$ 2,877,529
2020	2,478,793	775,295	3,254,088
2021	2,281,436	684,200	2,965,635
2022	2,371,541	611,597	2,983,139
2023	2,155,000	540,294	2,695,294
2024	2,230,000	470,732	2,700,732
2025	1,460,000	415,883	1,875,883
2026	1,500,000	378,234	1,878,234
2027	1,225,000	343,519	1,568,519
2028	1,260,000	310,549	1,570,549
2029	1,300,000	274,320	1,574,320
2030	1,340,000	235,770	1,575,770
2031	975,000	194,920	1,169,920
2032	1,005,000	163,398	1,168,398
2033	655,000	136,125	791,125
2034	675,000	113,425	788,425
2035	705,000	89,850	794,850
2036	725,000	65,400	790,400
2037	755,000	40,075	795,075
2038	445,000	20,475	465,475
2039	460,000	6,900	466,900
2040	-	-	-
Total	\$ 28,242,724	\$ 6,507,535	\$ 34,750,259



UTILITY OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2016 TWDB SWIFT	2017 CERTIFICATE OF OBLIGATION	2019 CERTIFICATE OF OBLIGATION	TOTAL
2019	\$ 89,463	\$ 275,836	\$ 118,839	\$ 831,700	\$ 349,785	\$ 665,050	\$ 296,282	\$ 250,575	\$ -	\$ 2,877,529
2020	86,488	280,588	115,389	832,375	352,091	675,950	299,543	144,000	467,665	3,254,088
2021	-	282,826	117,739	828,375	353,745	291,050	297,632	326,919	467,350	2,965,635
2022	-	282,072	119,439	832,625	359,753	295,625	300,544	322,756	470,325	2,983,139
2023	-	-	116,039	830,000	360,018	299,325	298,225	323,538	468,150	2,695,294
2024	-	-	117,539	835,375	359,625	301,750	295,668	323,475	467,300	2,700,732
2025	-	-	118,839	-	363,648	303,200	297,872	322,550	469,775	1,875,883
2026	-	-	119,939	-	367,088	299,425	299,832	326,400	465,550	1,878,234
2027	-	-	115,889	-	365,055	-	296,450	325,025	466,100	1,568,519
2028	-	-	116,673	-	367,451	-	297,675	322,400	466,350	1,570,549
2029	-	-	117,198	-	369,115	-	298,307	323,400	466,300	1,574,320
2030	-	-	117,444	-	370,103	-	298,274	324,000	465,950	1,575,770
2031	-	-	-	-	375,495	-	-	324,200	470,225	1,169,920
2032	-	-	-	-	375,273	-	-	324,000	469,125	1,168,398
2033	-	-	-	-	-	-	-	323,400	467,725	791,125
2034	-	-	-	-	-	-	-	322,400	466,025	788,425
2035	-	-	-	-	-	-	-	325,900	468,950	794,850
2036	-	-	-	-	-	-	-	323,900	466,500	790,400
2037	-	-	-	-	-	-	-	326,400	468,675	795,075
2038	-	-	-	-	-	-	-	-	465,475	465,475
2039	-	-	-	-	-	-	-	-	466,900	466,900
2040	-	-	-	-	-	-	-	-	-	-
Total	\$ 175,950	\$ 1,121,323	\$ 1,410,966	\$ 4,990,450	\$ 5,088,243	\$ 3,131,375	\$ 3,576,300	\$ 5,905,238	\$ 9,350,415	\$ 34,750,259

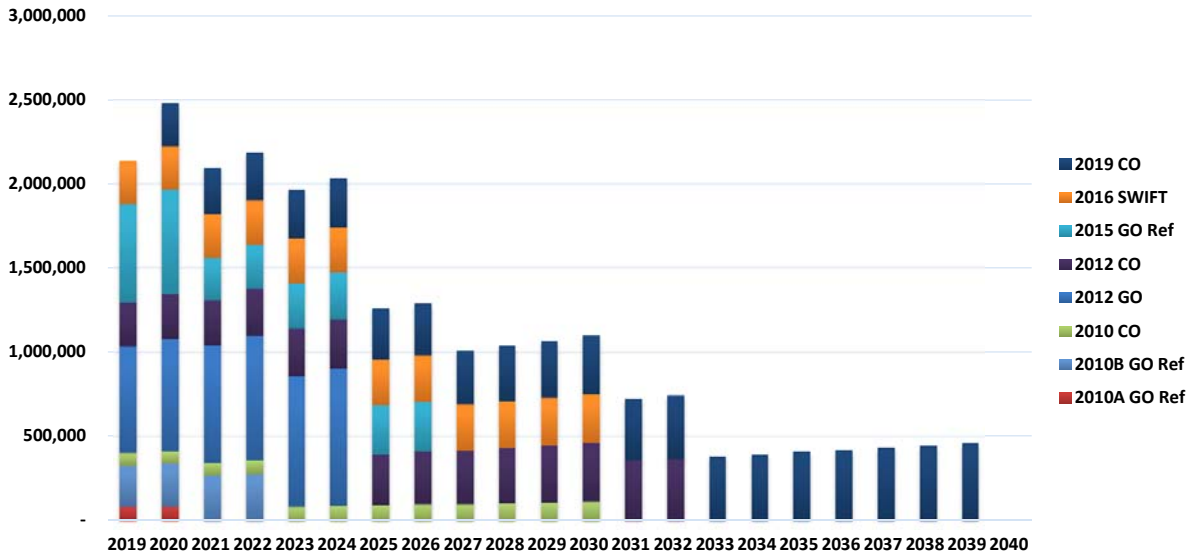
UTILITY TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



UTILITY OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2016 TWDB SWIFT	2017 CERTIFICATE OF OBLIGATION	2019 CERTIFICATE OF OBLIGATION	TOTAL
2019	\$ 85,000	\$ 240,954	\$ 75,000	\$ 635,000	\$ 260,000	\$ 585,000	\$ 255,000	\$ 105,000	\$ -	\$ 2,240,954
2020	85,000	253,793	75,000	665,000	265,000	620,000	260,000	-	255,000	2,478,793
2021	-	266,436	80,000	695,000	270,000	250,000	260,000	185,000	275,000	2,281,436
2022	-	276,541	85,000	735,000	280,000	260,000	265,000	185,000	285,000	2,371,541
2023	-	-	85,000	770,000	285,000	270,000	265,000	190,000	290,000	2,155,000
2024	-	-	90,000	815,000	290,000	280,000	265,000	195,000	295,000	2,230,000
2025	-	-	95,000	-	300,000	290,000	270,000	200,000	305,000	1,460,000
2026	-	-	100,000	-	310,000	295,000	275,000	210,000	310,000	1,500,000
2027	-	-	100,000	-	315,000	-	275,000	215,000	320,000	1,225,000
2028	-	-	105,000	-	325,000	-	280,000	220,000	330,000	1,260,000
2029	-	-	110,000	-	335,000	-	285,000	230,000	340,000	1,300,000
2030	-	-	115,000	-	345,000	-	290,000	240,000	350,000	1,340,000
2031	-	-	-	-	360,000	-	-	250,000	365,000	975,000
2032	-	-	-	-	370,000	-	-	260,000	375,000	1,005,000
2033	-	-	-	-	-	-	-	270,000	385,000	655,000
2034	-	-	-	-	-	-	-	280,000	395,000	675,000
2035	-	-	-	-	-	-	-	295,000	410,000	705,000
2036	-	-	-	-	-	-	-	305,000	420,000	725,000
2037	-	-	-	-	-	-	-	320,000	435,000	755,000
2038	-	-	-	-	-	-	-	-	445,000	445,000
2039	-	-	-	-	-	-	-	-	460,000	460,000
2040	-	-	-	-	-	-	-	-	-	-
Total	\$ 85,000	\$ 796,770	\$ 1,040,000	\$ 3,680,000	\$ 4,050,000	\$ 2,265,000	\$ 2,990,000	\$ 4,050,000	\$ 7,045,000	\$ 26,001,770

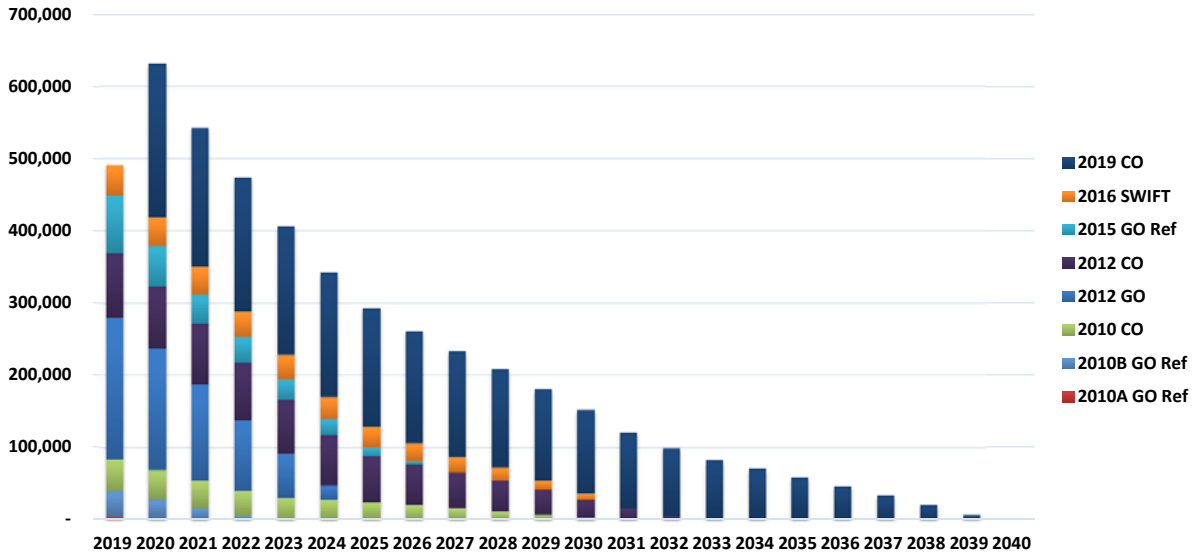
UTILITY PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE



UTILITY OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2010A	2010B	2010	2012	2012	2015	2016	2017	2019	TOTAL
	GENERAL OBLIGATION REF & IMP	GENERAL OBLIGATION REF & IMP	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION	CERTIFICATE OF OBLIGATION	GENERAL OBLIGATION REF & IMP	TWDB SWIFT	CERTIFICATE OF OBLIGATION	CERTIFICATE OF OBLIGATION	
2019	\$ 4,463	\$ 34,883	\$ 43,839	\$ 196,700	\$ 89,785	\$ 80,050	\$ 41,282	\$ 145,575	\$ -	\$ 636,576
2020	1,488	26,795	40,389	167,375	87,091	55,950	39,543	144,000	212,665	775,295
2021	-	16,390	37,739	133,375	83,745	41,050	37,632	141,919	192,350	684,200
2022	-	5,531	34,439	97,625	79,753	35,625	35,544	137,756	185,325	611,597
2023	-	-	31,039	60,000	75,018	29,325	33,225	133,538	178,150	540,294
2024	-	-	27,539	20,375	69,625	21,750	30,668	128,475	172,300	470,732
2025	-	-	23,839	-	63,648	13,200	27,872	122,550	164,775	415,883
2026	-	-	19,939	-	57,088	4,425	24,832	116,400	155,550	378,234
2027	-	-	15,889	-	50,055	-	21,450	110,025	146,100	343,519
2028	-	-	11,673	-	42,451	-	17,675	102,400	136,350	310,549
2029	-	-	7,198	-	34,115	-	13,307	93,400	126,300	274,320
2030	-	-	2,444	-	25,103	-	8,274	84,000	115,950	235,770
2031	-	-	-	-	15,495	-	-	74,200	105,225	194,920
2032	-	-	-	-	5,273	-	-	64,000	94,125	163,398
2033	-	-	-	-	-	-	-	53,400	82,725	136,125
2034	-	-	-	-	-	-	-	42,400	71,025	113,425
2035	-	-	-	-	-	-	-	30,900	58,950	89,850
2036	-	-	-	-	-	-	-	18,900	46,500	65,400
2037	-	-	-	-	-	-	-	6,400	33,675	40,075
2038	-	-	-	-	-	-	-	-	20,475	20,475
2039	-	-	-	-	-	-	-	-	6,900	6,900
2040	-	-	-	-	-	-	-	-	-	-
Total	\$ 1,488	\$ 48,716	\$ 252,127	\$ 478,750	\$ 688,458	\$ 201,325	\$ 290,019	\$ 1,604,663	\$ 2,305,415	\$ 5,870,959

UTILITY INTEREST OBLIGATIONS BY YEAR AND ISSUANCE





This page intentionally left blank

DRAINAGE UTILITY FUND

FUND DESCRIPTION:

The Drainage Utility Fund provides drainage utility services and drainage channel maintenance on public lands which is funded thru a monthly drainage fee.

REVENUE SUMMARY

REVENUES	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	
	Actual	Budget	YE Proj.	Proposed Budget	Budget Variance (\$)
Write Off Recovery	\$ 1,022	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Drainage Utility Fees	1,454,879	1,456,371	1,466,270	1,466,270	9,899
Miscellaneous Revenue	12,000	-	-	-	-
Interest Revenue-Investments	27,325	20,075	22,956	22,956	2,881
Use Of Fund Balance	1,016	-	-	-	-
TOTAL	\$ 1,496,242	\$ 1,477,446	\$ 1,490,226	\$ 1,490,226	\$ 12,780

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	
	Actual	Budget	YE Proj.	Proposed Budget	Budget Variance (\$)
All Programs	\$ 853,451	\$ 1,428,314	\$ 1,182,790	\$ 1,715,637	\$ 287,323
Capital Improvements	200,000	-	-	-	-
Non-Departmental	223,148	262,214	262,214	284,980	22,766
TOTAL	\$ 1,276,599	\$ 1,690,528	\$ 1,445,004	\$ 2,000,617	\$ 310,089

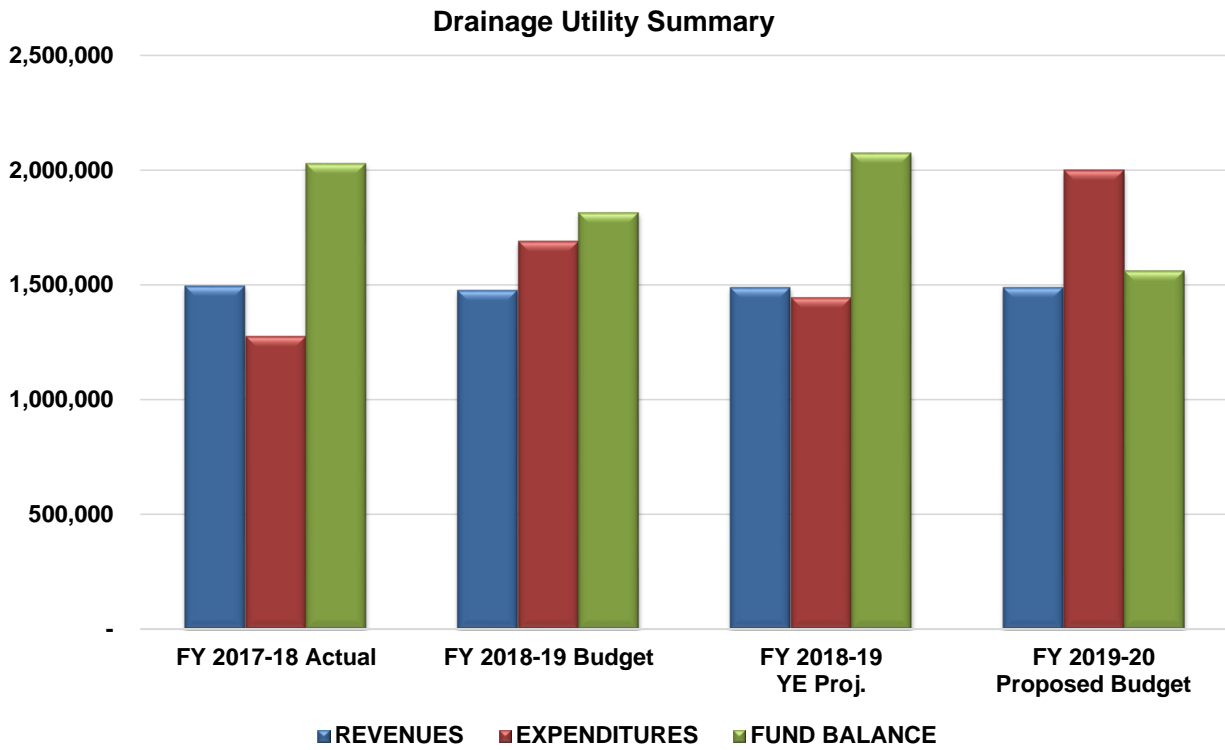
EXPENDITURES BY CATEGORY:

Personnel services	\$ 570,809	\$ 631,885	\$ 589,811	\$ 629,191	\$ (2,694)
Operations & maintenance	100,358	161,000	113,600	145,298	(15,702)
Services & other	405,431	597,643	441,593	631,128	33,485
Transfers to other funds	200,000	300,000	300,000	595,000	295,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,276,599	\$ 1,690,528	\$ 1,445,004	\$ 2,000,617	\$ 310,089

DRAINAGE UTILITY FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,496,242	\$ 1,477,446	\$ 1,490,226	\$ 1,490,226	\$ 12,780
EXPENDITURES	1,276,599	1,690,528	1,445,004	2,000,617	310,089
VARIANCE	219,644	(213,082)	45,222	(510,391)	(297,309)
FUND BALANCE	\$ 2,029,009	\$ 1,815,927	\$ 2,074,231	\$ 1,563,840	\$ (252,087)



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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)

DEPARTMENT DESCRIPTION:

The Drainage Maintenance Division of the Public Works Department is responsible for the repair and maintenance of the storm water collection and transportation infrastructure in a manner that mitigates flooding and property damage. Revenues for the services are derived primarily from drainage fees which were established by City Ordinance No. 638, adopted November 20, 1990.

DEPARTMENT/DIVISION GOALS:

1. Continuously review work processes to determine efficiency improvements and cost reduction opportunities.
2. Comply with Phase II of the National Pollutant Discharge Elimination System (NPDES) program (MS4) requirements.
3. Maintain bridges and culverts, ditches, channels and other related infrastructure to reduce restrictions and erosion.
4. Provide channel preventative maintenance using herbicide, mowing, debris removal and erosion repair.
5. Inspect specific locations after significant rain events for stoppages or damage, clear and/or repair.

DEPARTMENT/DIVISION OBJECTIVES:

1. Expand divisional use of the LUCITY work order database system.
2. Correct flow restrictions and erosion damage in drainage channels, creeks, flumes and ditches.
3. Inspect 10% of system structures and outfalls, clean and repair as needed.
4. Sweep residential streets per MS4 storm water program to reduce contaminant loading.
5. Create a GIS map of all drainage easements in the City.
6. Update the MS4 Permit.

SERVICE LEVEL ANALYSIS:

SERVICES PROVIDED	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Miles of drainage channels (not creeks)	11.3	11.3	11.3	11.3
Acres of channels in mowing program	42	42	42	42
Miles of roadside ditches	118	118	118	118
Miles of drainage pipe system	91.5	91.5	91.5	91.5
Debris swept from streets (cubic yards)	486	500	800	600
# Drainage structures (inlets, manholes...)	3,414	3,414	3,420	3,430

PERFORMANCE INDICATORS

% of inlets/culverts cleaned annually	10	100	10	10
% of channels mowed 8x annually	100	100	100	100
% of channels herbicide treated annually	100	100	100	100

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ 570,809	\$ 631,885	\$ 589,811	\$ 629,191	\$ (2,694)
Operations & maintenance	100,358	161,000	113,600	145,298	(15,702)
Services & other	182,283	335,429	179,379	346,148	10,719
Capital outlay	-	-	-	-	-
TOTAL	\$ 853,451	\$ 1,428,314	\$ 1,182,790	\$ 1,715,637	\$ 287,323

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed 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	-

THE KELLER POINTE FUND

FUND DESCRIPTION:

The Keller Pointe Fund accounts for the direct operating and capital maintenance costs of The Keller Pointe recreation and activity center, which opened in May 2004. The debt service for the Keller Pointe is funded in the Keller Development Corporation fund.

REVENUE SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Facility Rental Fees	\$ 73,967	\$ 55,000	\$ 31,087	\$ 45,000	(10,000)
Daily Ticket Sales	242,029	210,000	229,245	225,000	15,000
Annual Ticket Sales	2,146,589	1,985,600	2,118,930	2,130,000	144,400
Employee Pass Revenue	102,097	100,000	93,588	96,396	(3,604)
Empl Dependent Pass Revenue	20,174	19,000	17,546	19,000	-
Party Revenues	185,365	155,000	158,048	150,000	(5,000)
Concession Sales/Proceeds	4,203	3,000	4,348	3,500	500
Merchandise Sales	903	600	965	800	200
Aquatics Merchandise Sales	6,519	2,000	4,300	6,500	4,500
Outdoor Concession Sales	1,972	2,500	2,608	2,000	(500)
Outdoor Merchandise Sales	-	1,000	-	-	(1,000)
Revenue-Special Events	21,207	15,000	12,323	15,000	-
Aquatics Program Revenues	128,672	150,000	75,951	130,000	(20,000)
Group Exercise Revenue	1,394	1,800	1,861	1,400	(400)
Personal Training Revenue	38,163	45,000	32,485	45,000	-
Recreation Program Revenue	164,027	191,000	156,284	160,000	(31,000)
Spring/Summer Camp	160,944	160,000	160,000	160,000	-
Martial Arts	78,679	79,000	80,000	100,000	21,000
Gym Rental Fees	1,553	6,000	6,837	2,500	(3,500)
Pool Rental Fees	26,352	17,000	11,207	20,000	3,000
Write Off Recovery	5,541	3,500	4,450	4,000	500
Miscellaneous Revenue	9,080	4,500	11,870	4,500	-
Auction Proceeds	1,265	-	1,200	500	500
Interest Revenue-Investments	38,778	24,000	35,763	40,000	16,000
Donations-Sr Svs	1,700	1,500	1,475	1,000	(500)
TOTAL	\$ 3,445,676	\$ 3,232,000	\$ 3,252,154	\$ 3,362,096	130,096

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 membership and day pass sales, with the second largest revenue source being leisure program sales. 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 six 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; and (f) the Customer Service Division includes customer service staff at the front desk, office supplies, concessions/merchandise sales and maintenance items 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 by:

DEPARTMENT/DIVISION OBJECTIVES:

- Maintaining an annual member base of 3,600 membership accounts.
- Achieving \$2,200,000 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 30% or less.
- Ensuring membership retention and growth by rewarding membership with branded giveaway items.
- Increasing aquatic program registration through innovative and creative programming and activities.
- Decreasing attrition by 3% through new member retention strategies.
- Retaining loyal guests and attracting new individuals and businesses by providing quality customer service that exceeds expectations resulting in a Net Promoter Score (NPS) of 60%
- 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20
	Actual	Budget	YE Proj.	Proposed Budget
Recreation programs provided (class list)	650	973	689	800
Leagues provided	12	10	12	14
Special events provided	4	4	4	4
Group exercise classes offered	696	692	692	700
Number of partnerships developed	12	10	15	15
Number of annual memberships	3,020	3,970	4,000	4,100
Annual attendance (day pass & member visits)	280,419	290,000	290,000	290,000
Recreation program participants (attendance)	9,310	10,200	9,553	10,500
League participants:				
Teams	95	110	105	110
Participants	1,158	1,282	1,302	1,340
Special event attendance	1,399	700	1,584	1,750
Facility rentals/birthday parties	635	2,200	630	690
Group exercise attendance	10,000	12,000	12,000	12,000
Partnership dollars generated	1,900	4,000	1,900	2,000
PERFORMANCE INDICATORS				
Net Promoter Score	65	67	66	67

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 745,157	\$ 874,659	\$ 822,138	\$ 836,680	(37,979)
Aquatics	671,995	593,462	487,162	593,826	364
Fitness Programs	119,874	141,980	132,005	136,062	(5,918)
Recreation	574,423	663,192	541,097	642,458	(20,734)
Facility Maintenance	420,570	507,047	507,310	525,247	18,200
Customer Service/Concessions	273,700	305,526	285,502	314,858	9,332
Capital Replacement	6,397	1,392,420	1,560,591	699,642	(692,778)
TOTAL	\$ 2,812,115	\$ 4,478,286	\$ 4,335,806	\$ 3,748,773	(729,513)

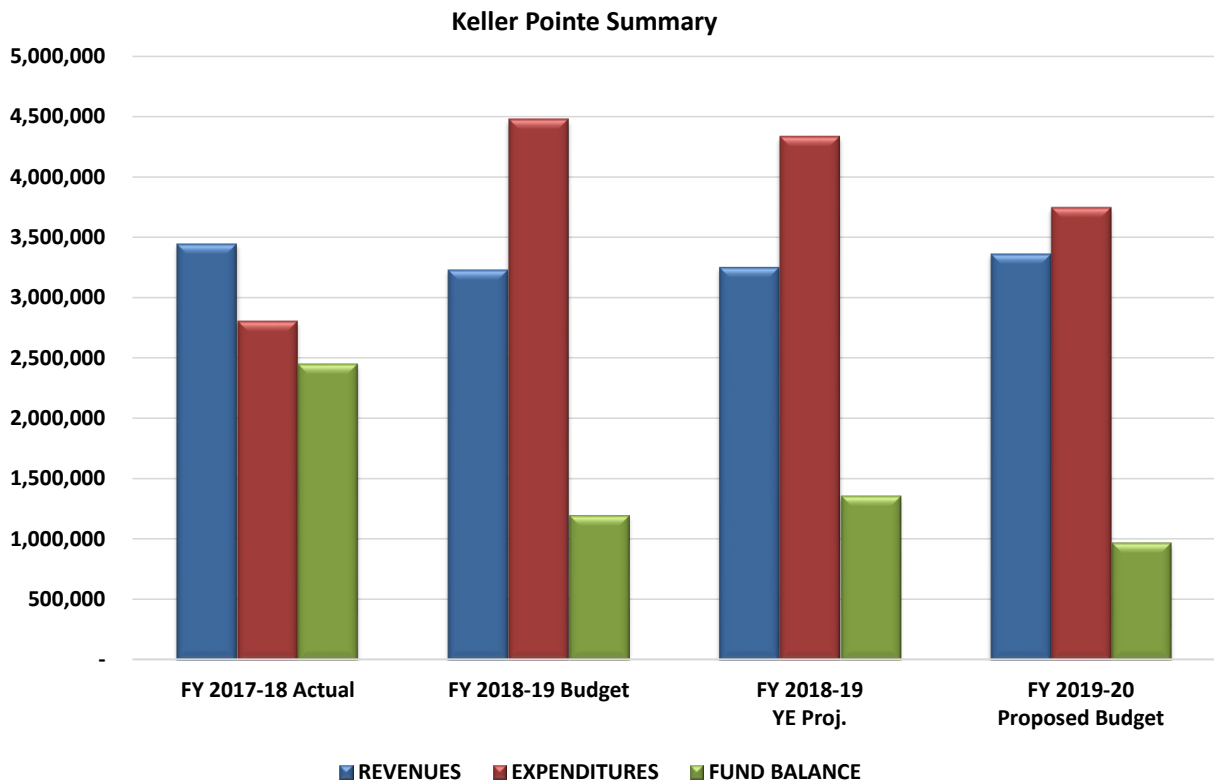
EXPENDITURES BY CATEGORY:

Personnel services	\$ 1,415,681	\$ 1,628,144	\$ 1,328,542	\$ 1,599,593	(28,551)
Operations & maintenance	434,114	419,879	410,272	384,009	(35,870)
Services & other	955,924	1,062,843	1,061,400	1,065,529	2,686
Transfers to other funds	—	600,000	600,000	627,222	27,222
Capital outlay	6,397	767,420	935,591	72,420	(695,000)
TOTAL	\$ 2,812,115	\$ 4,478,286	\$ 4,335,806	\$ 3,748,773	(729,513)

THE KELLER POINTE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 3,445,676	\$ 3,232,000	\$ 3,252,154	\$ 3,362,096	130,096
EXPENDITURES	2,812,115	4,478,286	4,335,806	3,748,773	(729,513)
VARIANCE	633,561	(1,246,286)	(1,083,652)	(386,677)	859,609
FUND BALANCE	\$ 2,445,761	\$ 1,199,475	\$ 1,362,109	\$ 975,432	(224,043)



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	3.48	3.48	3.48	3.48	-
Aquatics	16.30	16.30	16.30	16.30	-
Fitness Programs	0.48	0.48	0.48	0.48	-
Recreation	11.93	11.93	11.93	11.93	-
Facility Maintenance	1.95	1.95	1.95	1.95	-
Customer Service/Concessions	9.09	9.09	9.09	9.09	-
TOTAL	43.23	43.23	43.23	43.23	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 222,858	\$ 281,575	\$ 230,041	\$ 259,193	(22,382)
Operations & maintenance	42,758	25,447	30,360	24,860	(587)
Services & other	479,542	567,637	561,737	552,627	(15,010)
Capital outlay	-	-	-	-	-
TOTAL	\$ 745,157	\$ 874,659	\$ 822,138	\$ 836,680	(37,979)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Manager (Rec/Aquatics Center)	1.00	1.00	1.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	1.00	-
Marketing Coordinator	0.48	0.48	0.48	0.48	-
TOTAL	3.48	3.48	3.48	3.48	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 466,825	\$ 494,097	\$ 385,947	\$ 492,661	(1,436)
Operations & maintenance	177,946	82,600	84,345	84,290	1,690
Services & other	27,224	16,765	16,870	16,875	110
Capital outlay	-	-	-	-	-
TOTAL	\$ 671,995	\$ 593,462	\$ 487,162	\$ 593,826	364

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	10.42	10.42	10.42	10.42	-
Swim Lesson Coordinator	0.12	0.12	0.12	0.12	-
Swim Instructor	0.44	0.44	0.44	0.44	-
TOTAL	16.30	16.30	16.30	16.30	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 7,884	\$ 18,402	\$ 12,677	\$ 17,984	(418)
Operations & maintenance	9,738	21,000	14,500	12,500	(8,500)
Services & other	102,251	102,578	104,828	105,578	3,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 119,874	\$ 141,980	\$ 132,005	\$ 136,062	(5,918)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Group Exercise	-	-	-	-	-
Group Exercise Coordinator	0.48	0.48	0.48	0.48	-
TOTAL	0.48	0.48	0.48	0.48	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 351,122	\$ 420,197	\$ 307,177	\$ 399,463	(20,734)
Operations & maintenance	19,577	27,200	25,000	27,200	-
Services & other	203,724	215,795	208,920	215,795	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 574,423	\$ 663,192	\$ 541,097	\$ 642,458	(20,734)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 Leaders	6.27	6.27	6.27	6.27	-
Recreation Assistants	1.54	1.54	1.54	1.54	-
Athletic Coordinator	0.02	0.02	0.02	0.02	-
Birthday Party Coordinator	0.75	0.75	0.75	0.75	-
Program Coordinator	0.50	0.50	0.50	0.50	-
Camp Coordinator	0.85	0.85	0.85	0.85	-
TOTAL	11.93	11.93	11.93	11.93	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 105,784	\$ 126,942	\$ 127,781	\$ 134,229	7,287
Operations & maintenance	173,067	223,582	213,029	218,909	(4,673)
Services & other	141,719	156,523	166,500	172,109	15,586
Capital outlay	-	-	-	-	-
TOTAL	\$ 420,570	\$ 507,047	\$ 507,310	\$ 525,247	18,200

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Building Operations Supervisor	1.00	1.00	1.00	1.00	-
Building Maintenance Workers	-	0.95	0.95	0.95	-
TOTAL	1.95	1.95	1.95	1.95	-

THE KELLER POINTE FUND

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

EXPENDITURE SUMMARY

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 261,207	\$ 286,931	\$ 264,919	\$ 296,063	9,132
Operations & maintenance	11,028	15,050	18,038	16,250	1,200
Services & other	1,464	3,545	2,545	2,545	(1,000)
Capital outlay	-	-	-	-	-
TOTAL	\$ 273,700	\$ 305,526	\$ 285,502	\$ 314,858	9,332

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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	9.09	-

THE KELLER POINTE FUND

THE KELLER POINTE FUND CAPITAL REPLACEMENT DIVISION (125-650-98)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	-	25,000	25,000	-	(25,000)
Services & other	-	-	-	-	-
Transfers to other funds	-	600,000	600,000	627,222	27,222
Capital outlay	6,397	767,420	935,591	72,420	(695,000)
TOTAL	\$ 6,397	\$ 1,392,420	\$ 1,560,591	\$ 699,642	(692,778)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	-	-	-	-	-
Services & other	-	-	-	-	-
Transfers to other funds	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	-

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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**



This page intentionally left blank

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. The KDC budget was approved by the KDC Board of Directors on June 12, 2018. State law requires a public hearing for development corporations at least 60 days prior to the expenditure of funds. The public hearing was conducted on July 17, 2018.

REVENUE SUMMARY

REVENUES	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
City Sales Taxes	\$ 3,077,812	\$ 3,053,219	\$ 3,196,586	\$ 3,244,137	\$ 190,918
Rental Property Revenue	16,000	16,000	16,000	16,000	-
Interest Revenue-Investments	43,184	18,188	39,094	39,094	20,906
TOTAL	\$ 3,136,996	\$ 3,087,407	\$ 3,251,680	\$ 3,299,231	\$ 211,824

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
All Programs	\$ 68,516	\$ 79,714	\$ 74,614	\$ 312,036	\$ 232,322
Non-Departmental	2,647,087	4,650,297	4,757,251	2,298,869	(2,351,428)
TOTAL	\$ 2,715,603	\$ 4,730,011	\$ 4,831,865	\$ 2,610,905	\$ (2,119,106)

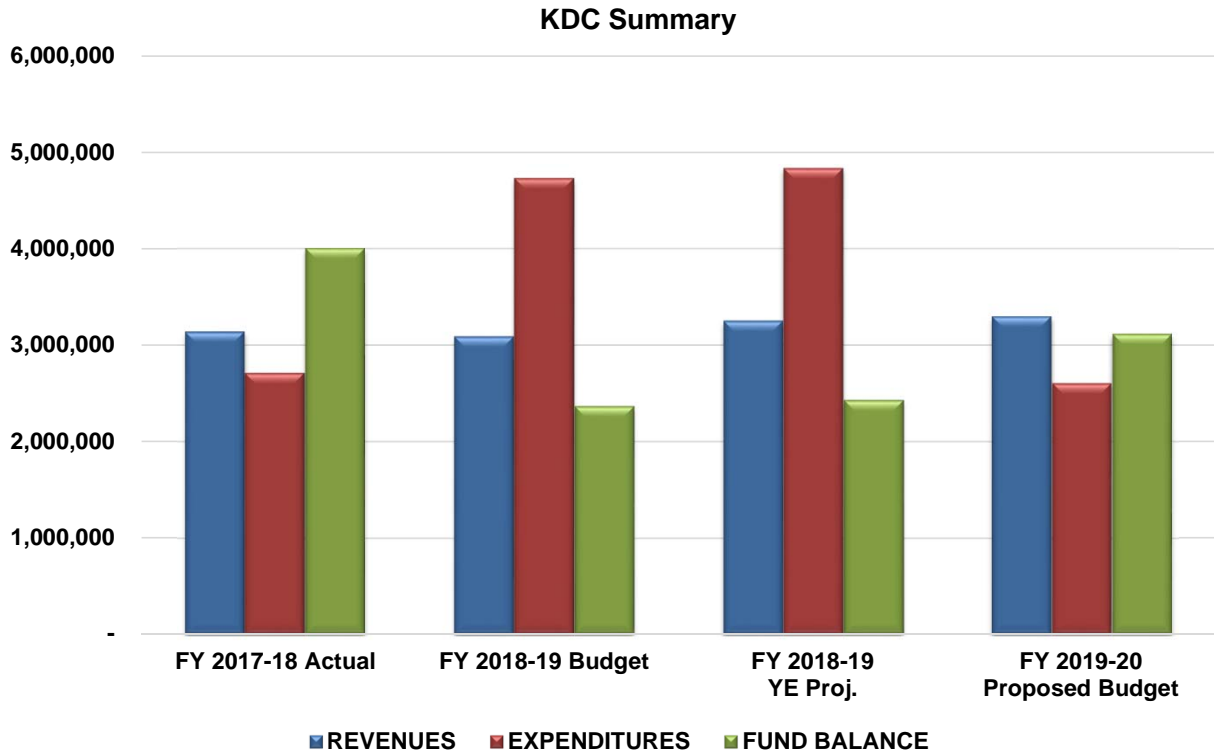
EXPENDITURES BY CATEGORY:

Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	22,689	25,400	24,000	25,000	(400)
Services & other	45,827	54,314	50,614	48,036	(6,278)
Debt service	1,586,184	1,587,694	1,587,694	1,583,869	(3,825)
Transfers to other funds	1,060,903	3,062,603	3,169,557	715,000	(2,347,603)
Capital outlay	-	-	-	239,000	239,000
TOTAL	\$ 2,715,603	\$ 4,730,011	\$ 4,831,865	\$ 2,610,905	\$ (2,119,106)

KELLER DEVELOPMENT CORPORATION FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 3,136,996	\$ 3,087,407	\$ 3,251,680	\$ 3,299,231	\$ 211,824
EXPENDITURES	2,715,603	4,730,011	4,831,865	2,610,905	(2,119,106)
VARIANCE	421,393	(1,642,604)	(1,580,185)	688,326	2,330,930
FUND BALANCE	\$ 4,006,549	\$ 2,363,945	\$ 2,426,364	\$ 3,114,690	\$ 750,745



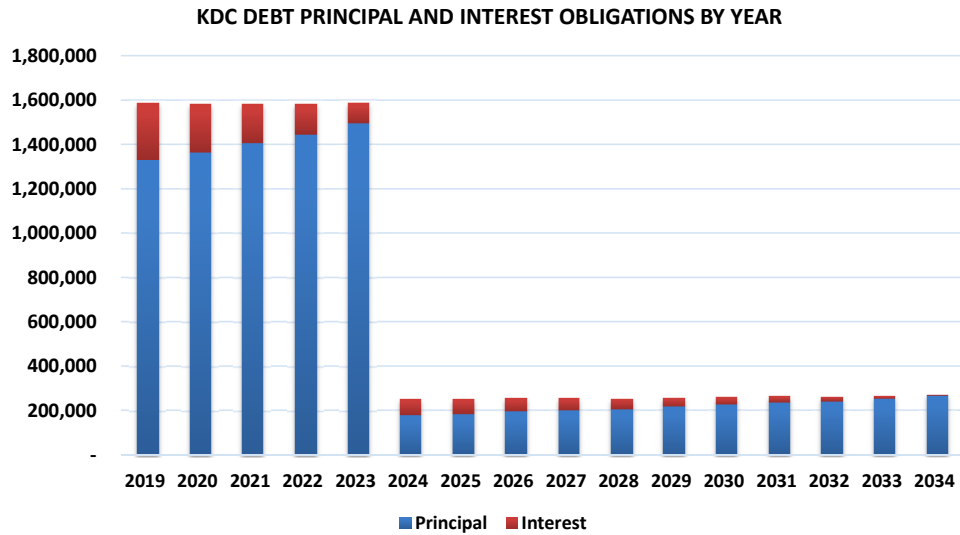
PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this division	-	-	-	-	-
TOTAL	-	-	-	-	-

KELLER DEVELOPMENT CORPORATION (KDC) DEBT BY PRINCIPAL AND INTEREST

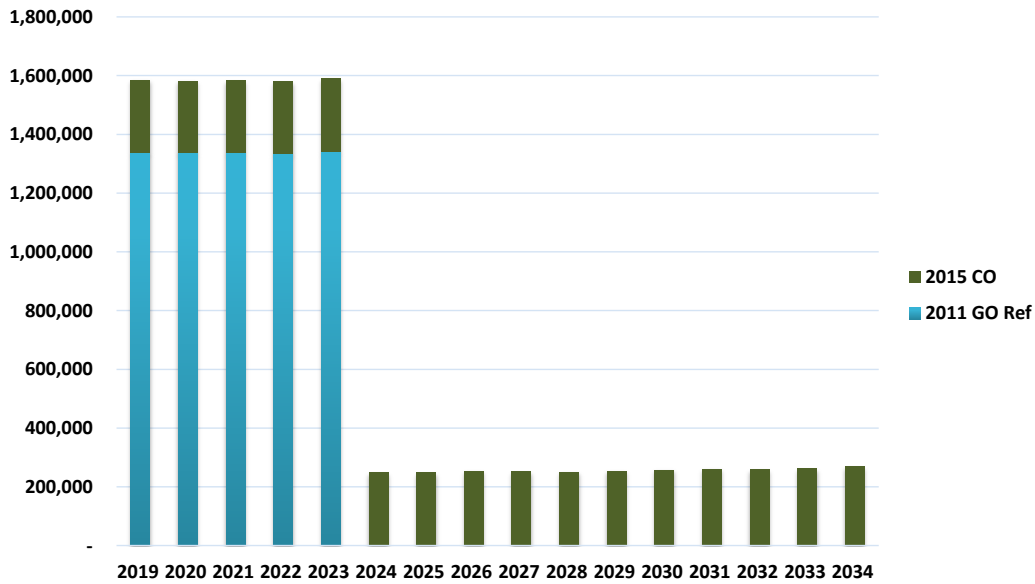
Year	Principal	Interest	Total P+I
2019	\$ 1,330,000	\$ 256,244	\$ 1,586,244
2020	1,365,000	217,419	1,582,419
2021	1,405,000	177,494	1,582,494
2022	1,445,000	136,419	1,581,419
2023	1,495,000	94,044	1,589,044
2024	180,000	69,794	249,794
2025	185,000	64,319	249,319
2026	195,000	58,619	253,619
2027	200,000	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	\$ 9,435,000	\$ 1,310,541	\$ 10,745,541



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

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 6,686,850	\$ 4,058,691	\$ - \$ - \$ - \$ - \$ - \$ 10,745,541

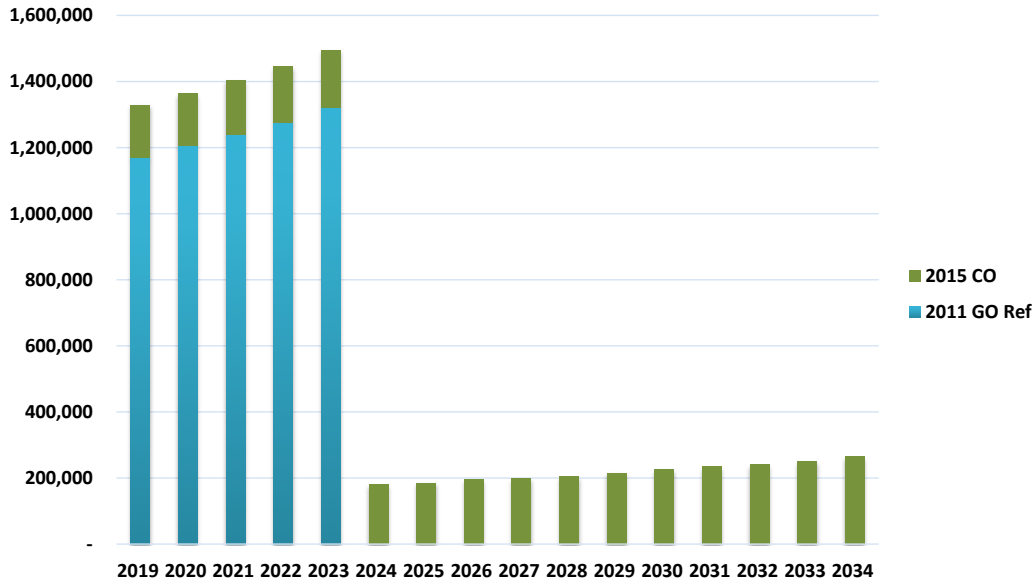
KDC TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



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

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 5,040,000	\$ 3,065,000	\$ - \$ - \$ - \$ - \$ - \$ 8,105,000

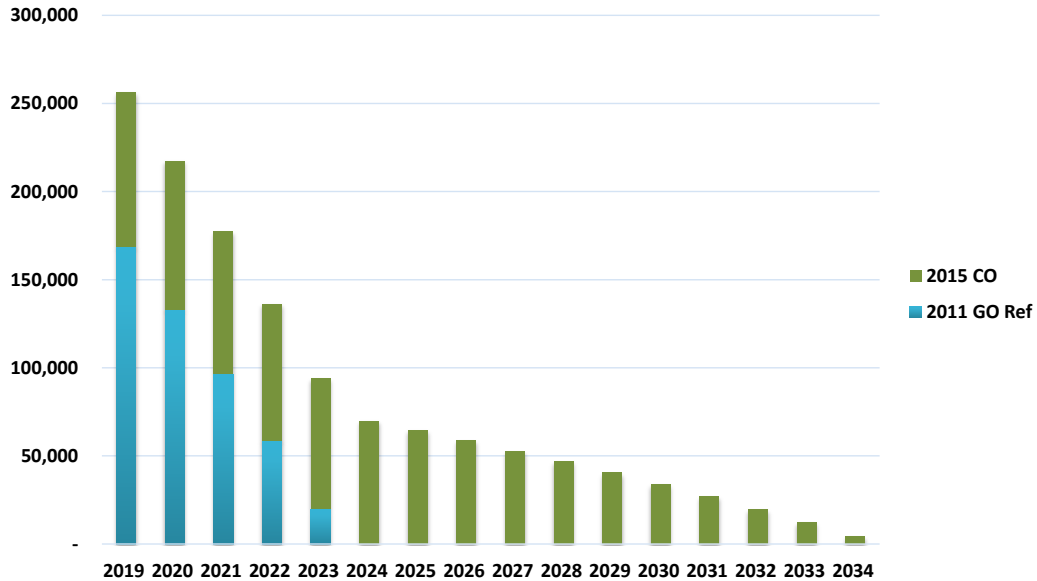
KDC PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE



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

Year	2011 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 476,850	\$ 833,691	\$ - \$ - \$ - \$ - \$ - \$ 1,310,541

KDC INTEREST OBLIGATIONS BY YEAR AND ISSUANCE





This page intentionally left blank

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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
City Sales Taxes	\$ 1,438,354	\$ 1,403,598	\$ 1,512,648	\$ 1,546,477	\$ 142,879
I/G Rev-Southlake	11,000	11,000	11,000	11,000	–
I/G Rev-Colleyville	9,000	9,000	9,000	9,000	–
Auction Proceeds	41,170	12,777	16,730	50,000	37,223
Interest Revenue-Investments	129,784	9,380	138,953	100,000	90,620
TOTAL	\$ 1,661,521	\$ 1,445,755	\$ 1,688,331	\$ 1,716,477	\$ 270,722

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 16,051	\$ 118,651	\$ 118,651	\$ 120,864	\$ 2,213
Facility Improvements	–	127,500	–	127,500	–
Capital Improvements	39,895	450,000	450,000	561,600	111,600
Technology Improvements	62,263	101,300	101,300	113,350	12,050
Police Operations	331,206	425,505	425,505	543,610	118,105
Non-Departmental	527,075	531,000	529,500	529,500	(1,500)
TOTAL	\$ 976,490	\$ 1,753,956	\$ 1,624,956	\$ 1,996,424	\$ 242,468

EXPENDITURES BY CATEGORY:

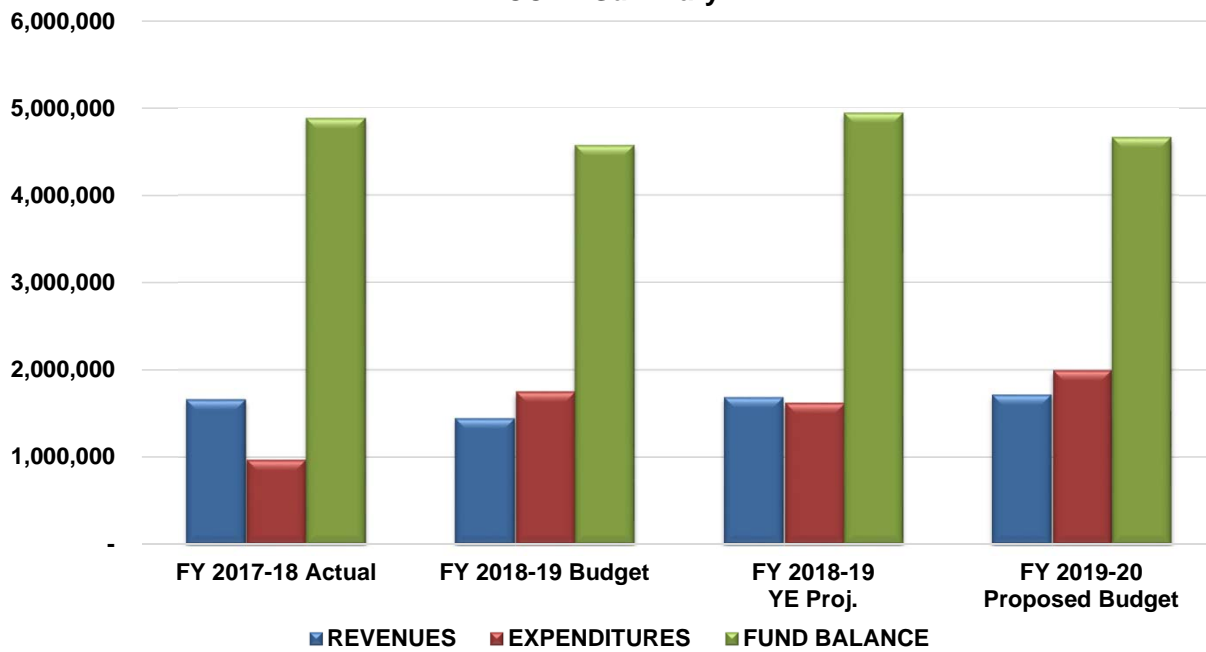
Personnel services	\$ –	\$ 100,251	\$ 100,251	\$ 101,414	\$ 1,163
Operations & maintenance	203,482	640,690	640,690	209,910	(430,780)
Services & other	36,163	53,190	53,190	49,298	(3,892)
Debt service	527,075	531,000	529,500	529,500	(1,500)
Capital outlay	209,769	428,825	301,325	1,106,302	677,477
TOTAL	\$ 976,490	\$ 1,753,956	\$ 1,624,956	\$ 1,996,424	\$ 242,468

KELLER CRIME CONTROL AND PREVENTION DISTRICT FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,661,521	\$ 1,445,755	\$ 1,688,331	\$ 1,716,477	\$ 270,722
EXPENDITURES	976,490	1,753,956	1,624,956	1,996,424	242,468
VARIANCE	685,032	(308,201)	63,375	(279,947)	28,254
FUND BALANCE	\$ 4,879,625	\$ 4,571,424	\$ 4,943,000	\$ 4,663,053	91,629

KCCPD Summary



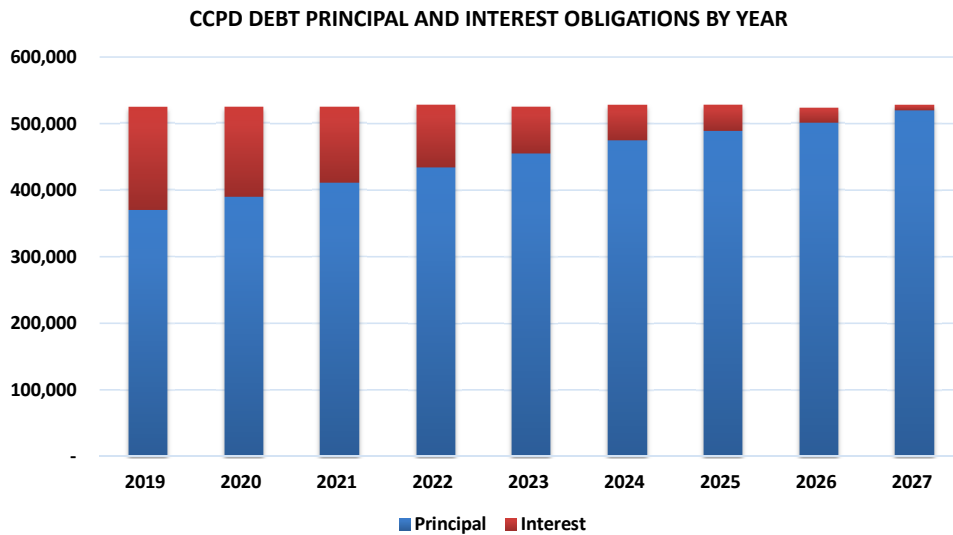
PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Accreditation Manager	-	1.00	1.00	1.00	-
TOTAL	-	1.00	1.00	1.00	-

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

Year	Principal	Interest	Total P+I
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	\$ 4,045,000	\$ 692,800	\$ 4,737,800

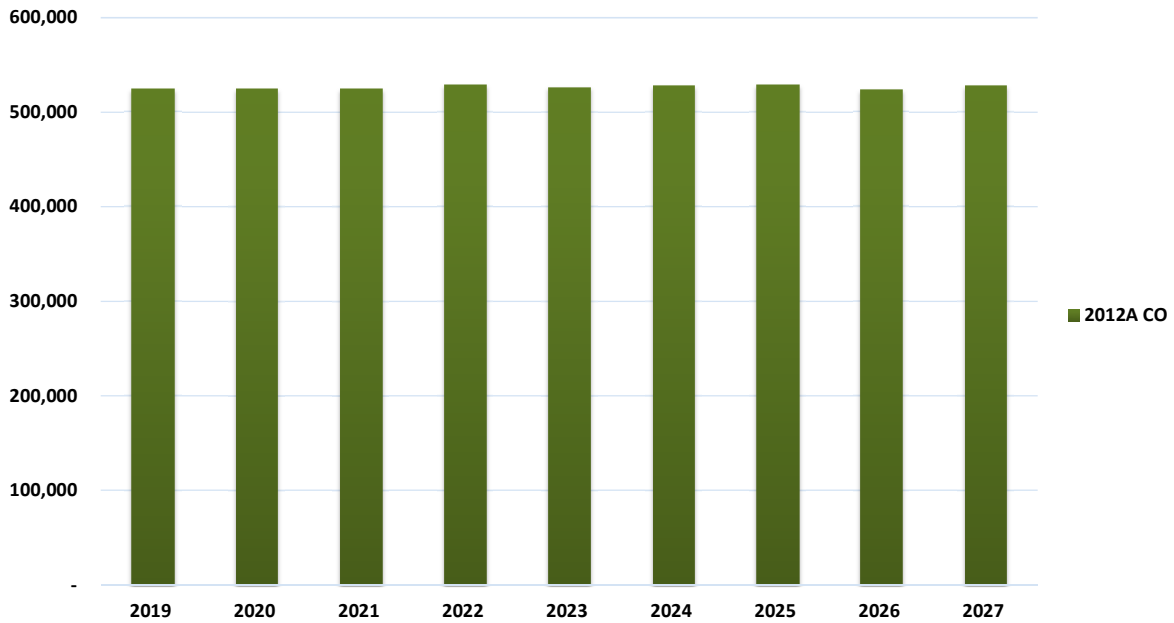


KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

2012A

Year	CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 4,213,850	\$ 4,213,850

KCCPD TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE

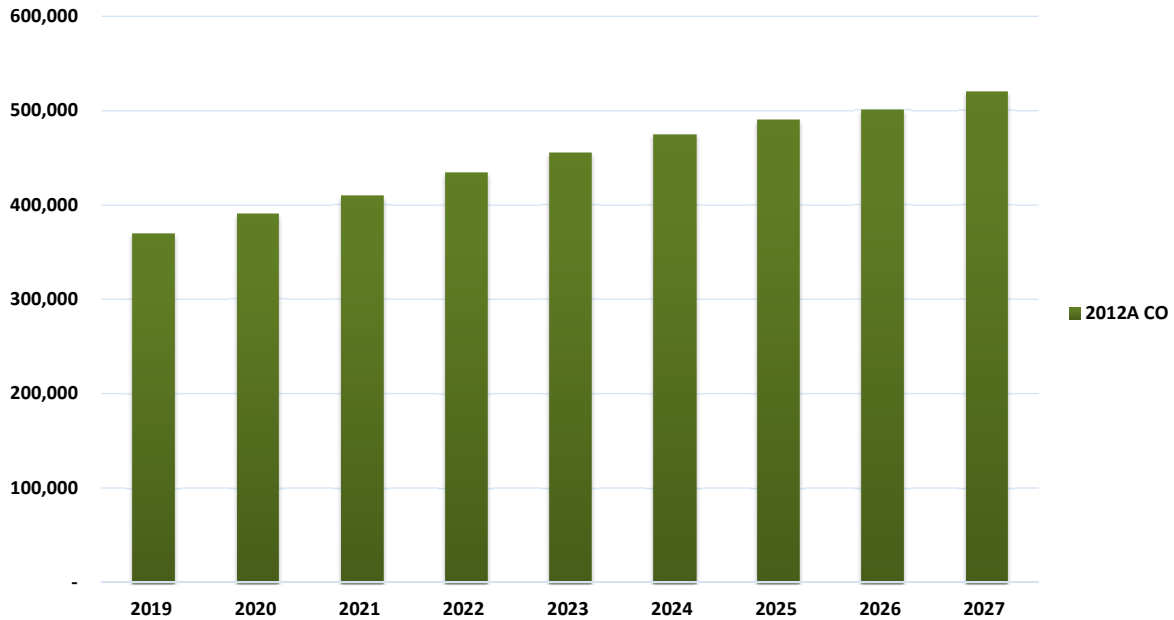


KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

2012A

Year	CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 3,675,000	\$ 3,675,000

KCCPD PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE

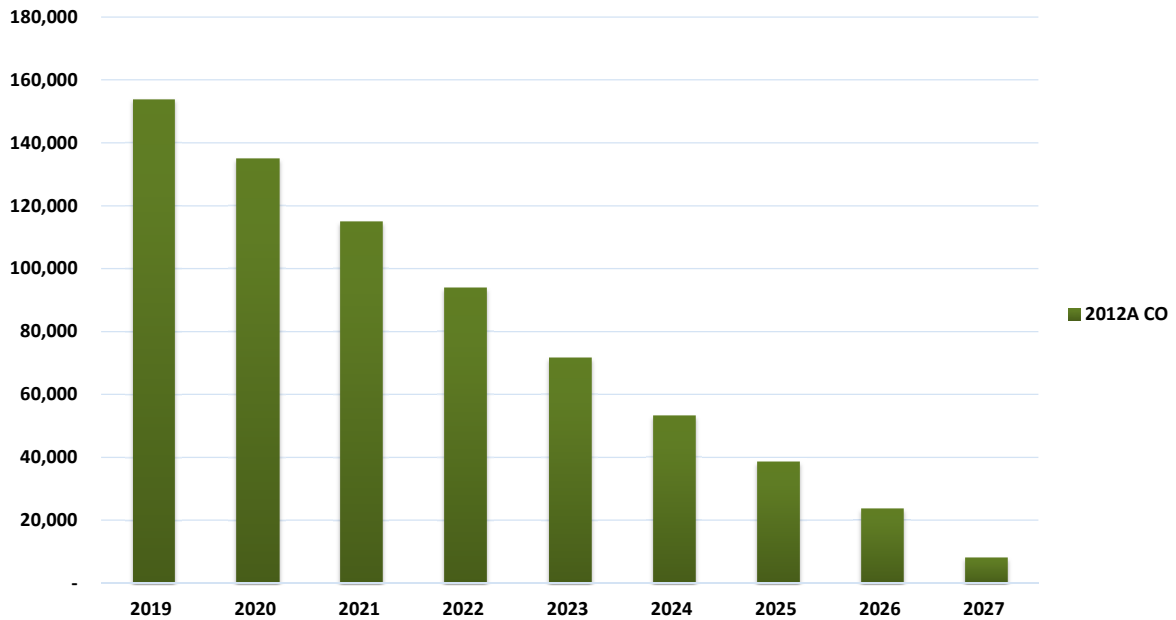


KELLER CRIME CONTROL AND PREVENTION DISTRICT (KCCPD) OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

2012A

Year	CERTIFICATE OF OBLIGATION	TOTAL
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	\$ 692,800	\$ 692,800

KCCPD INTEREST OBLIGATIONS BY YEAR AND ISSUANCE



PUBLIC SAFETY SPECIAL REVENUE FUND

FUND DESCRIPTION:

This fund is related to limited use public safety revenue provided by the State, forfeiture activities, and beginning with FY 2018-19, KISD funding of a part-time School Resource Officer (SRO). Prior to FY 2018-19, the fund met the policy requirement to be a non-budgeted fund, however, the KISD revenue and FTE expenditures will be budgeted going forward.

REVENUE SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
I/G Rev-Kisd	\$ -	\$ 66,951	\$ 66,951	\$ 68,078	\$ 1,127
TOTAL	\$ (21,812)	\$ 66,951	\$ 66,951	\$ 68,078	\$ 1,127

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Police Administration	\$ -	\$ 67,951	\$ 67,820	\$ 65,152	\$ (2,799)
TOTAL	\$ 35,712	\$ 67,951	\$ 67,820	\$ 65,152	\$ (2,799)

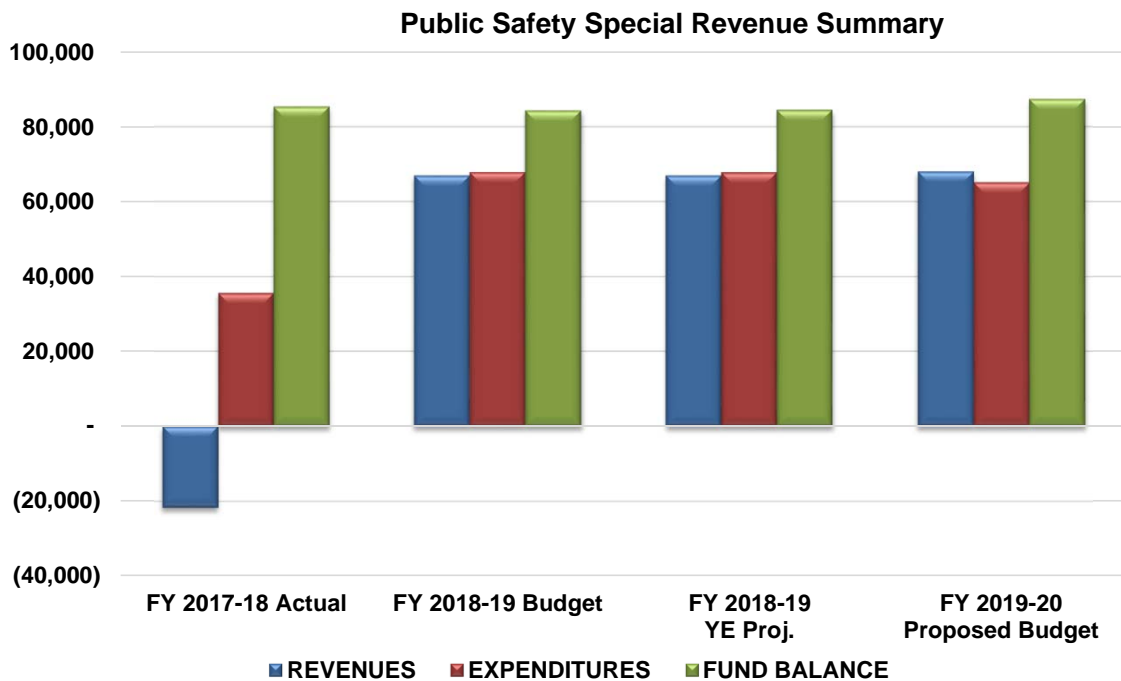
EXPENDITURES BY CATEGORY:

Personnel services	\$ -	\$ 66,951	\$ 66,820	\$ 65,152	\$ (1,799)
Operations & maintenance	27,624	-	-	-	-
Services & other	8,088	1,000	1,000	-	(1,000)
Capital outlay	-	-	-	-	-
TOTAL	\$ 35,712	\$ 67,951	\$ 67,820	\$ 65,152	\$ (2,799)

PUBLIC SAFETY SPECIAL REVENUE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ (21,812)	\$ 66,951	\$ 66,951	\$ 68,078	\$ 1,127
EXPENDITURES	35,712	67,951	67,820	65,152	(2,799)
VARIANCE	(57,524)	(1,000)	(869)	2,926	3,926
FUND BALANCE	\$ 85,390	\$ 84,390	\$ 84,521	\$ 87,447	\$ 3,057



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
School Resource Officer - PT	-	0.75	0.75	0.75	-
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 Services Program

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. Continue to Increase the amount and variety of trips offered.

* Quantifiable goals are reported in the Recreation 100-630-61 Division

REVENUE SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Keller Family Campout Revenue	-	-	-	-	-
Interest Revenue-Investments	4,951	1,250	3,475	3,475	2,225
Revenue-Taaf Swimming	38,291	36,000	36,000	36,000	-
Revenue-Misc Special Events	75,700	100,700	86,812	86,812	(13,888)
Revenue-Sr Svs Coffee	27,138	20,000	17,658	17,658	(2,342)
Revenue-Sr Svs Trips	48,073	30,000	30,000	30,000	-
Revenue-Ticket Sales	53	300	300	300	-
Donations-Utility Billing	6,984	7,200	7,200	7,200	-
Donations-Sr Svs	26,493	40,000	40,000	40,000	-
Donations-Mmow Meals On Wheels	10,948	6,500	6,500	6,500	-
Donations-Sr Svs Newsletter	75	3,000	3,000	3,000	-
Donations	-	2,250	2,250	2,250	-
Donations-Veterans Memorial	300	300	300	300	-
Transfer From General Fund	47,600	47,600	47,600	47,600	-
TOTAL	\$ 286,621	\$ 295,100	\$ 281,095	\$ 281,095	\$ (14,005)

RECREATION SPECIAL REVENUE FUND

EXPENDITURE SUMMARY

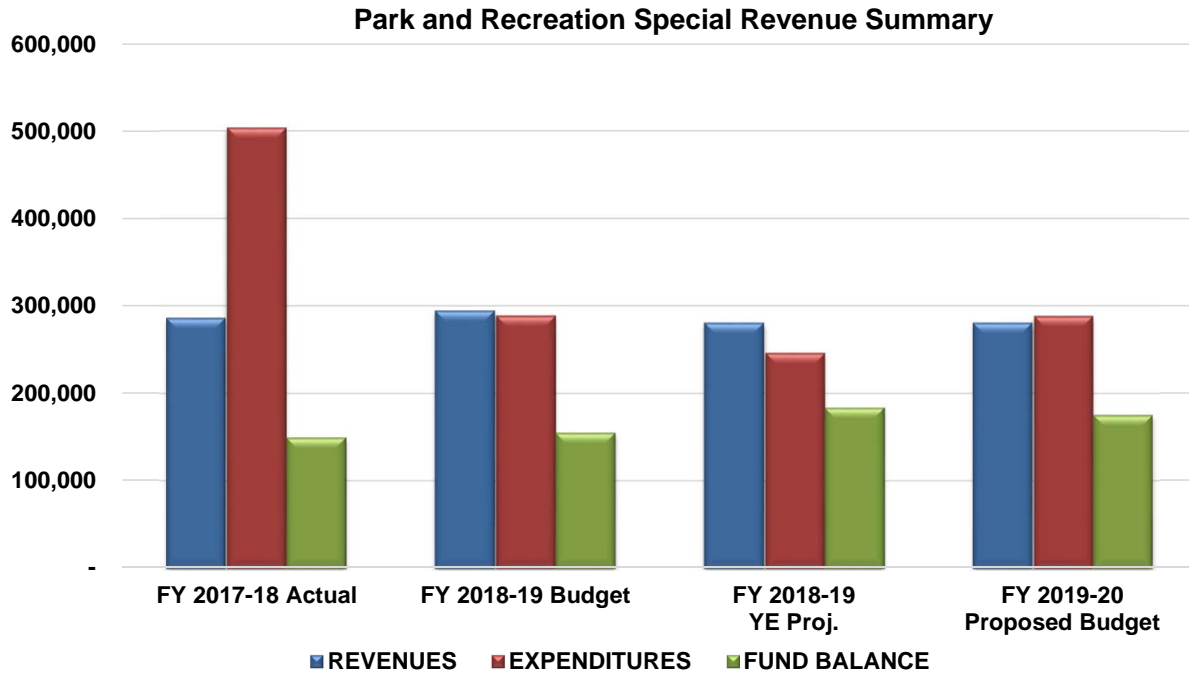
<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
Administration	\$ -	\$ 7,200	\$ 7,200	\$ 7,200	\$ -
Senior Services Programs	99,659	95,350	95,547	95,167	(183)
Special Events	130,306	175,600	133,000	175,600	-
Grant and Donation Projects	124	11,446	11,446	11,446	-
Non-Departmental	274,065	-	-	-	-
TOTAL	\$ 504,154	\$ 289,596	\$ 247,193	\$ 289,413	\$ (183)

<i>EXPENDITURES BY CATEGORY:</i>	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
Personnel services	\$ 1,929	\$ 1,400	\$ 1,597	\$ 1,217	\$ (183)
Services & other	228,160	288,196	245,596	288,196	-
Transfers to other funds	274,065	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 504,154	\$ 289,596	\$ 247,193	\$ 289,413	\$ (183)

FUND BALANCE SUMMARY

	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed	Variance (\$)
REVENUES	\$ 286,621	\$ 295,100	\$ 281,095	\$ 281,095	\$ (14,005)
EXPENDITURES	504,154	289,596	247,193	289,413	(183)
VARIANCE	(217,533)	5,504	33,902	(8,318)	(13,822)
FUND BALANCE	\$ 149,921	\$ 155,425	\$ 183,823	\$ 175,505	\$ 20,080

RECREATION SPECIAL REVENUE FUND



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY DIVISION</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Technology Fines/Fees	\$ 26,532	\$ 35,594	\$ 29,287	\$ 29,287	\$ (6,307)
Bldg Security Fines/Fees	19,539	26,177	21,545	21,545	(4,632)
School Crossing Fines	8,555	17,688	13,805	13,805	(3,883)
Teen Court Fines	(344)	1,490	1,827	1,827	337
Truancy Prev	6,403	-	4,524	4,524	4,524
Juvenile Case Manager Fines	32,565	51,434	37,931	37,931	(13,503)
Jury Fines	153	-	227	227	227
Interest Revenue-Investments	2,851	2,440	2,975	2,975	535
TOTAL	\$ 96,254	\$ 134,823	\$ 112,121	\$ 112,121	\$ (22,702)

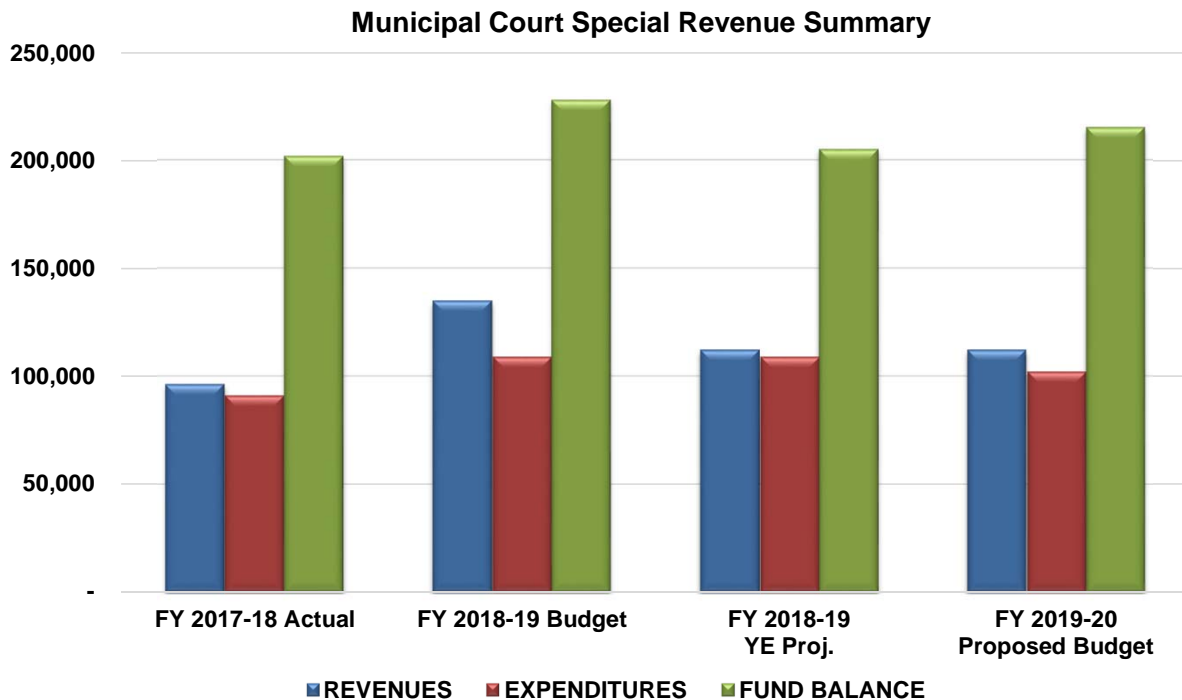
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	50,924	33,969	33,969	29,287	(4,682)
Services & other	40,157	74,965	74,965	72,805	(2,160)
Capital outlay	-	-	-	-	-
TOTAL	\$ 91,081	\$ 108,934	\$ 108,934	\$ 102,092	\$ (6,842)

MUNICIPAL COURT SPECIAL REVENUE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 96,254	\$ 134,823	\$ 112,121	\$ 112,121	\$ (22,702)
EXPENDITURES	91,081	108,934	108,934	102,092	(6,842)
VARIANCE	5,173	25,889	3,187	10,029	(15,860)
FUND BALANCE	\$ 201,832	\$ 227,721	\$ 205,019	\$ 215,048	\$ (12,673)



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Franchise Fees-Verizon	\$ 82,705	\$ 89,752	\$ 86,055	\$ 86,055	\$ (3,697)
Franchise Fees-Tv Cable	28,259	25,463	26,453	26,453	990
Franchise Fees-Sbc/At&T	13,954	15,996	41,077	41,077	25,081
Franchise Fee-One Source Comm	7,809	8,195	6,087	6,087	(2,108)
Interest Revenue-Investments	6,236	3,464	5,600	5,600	2,136
TOTAL	\$ 138,964	\$ 142,870	\$ 165,272	\$ 165,272	\$ 22,402

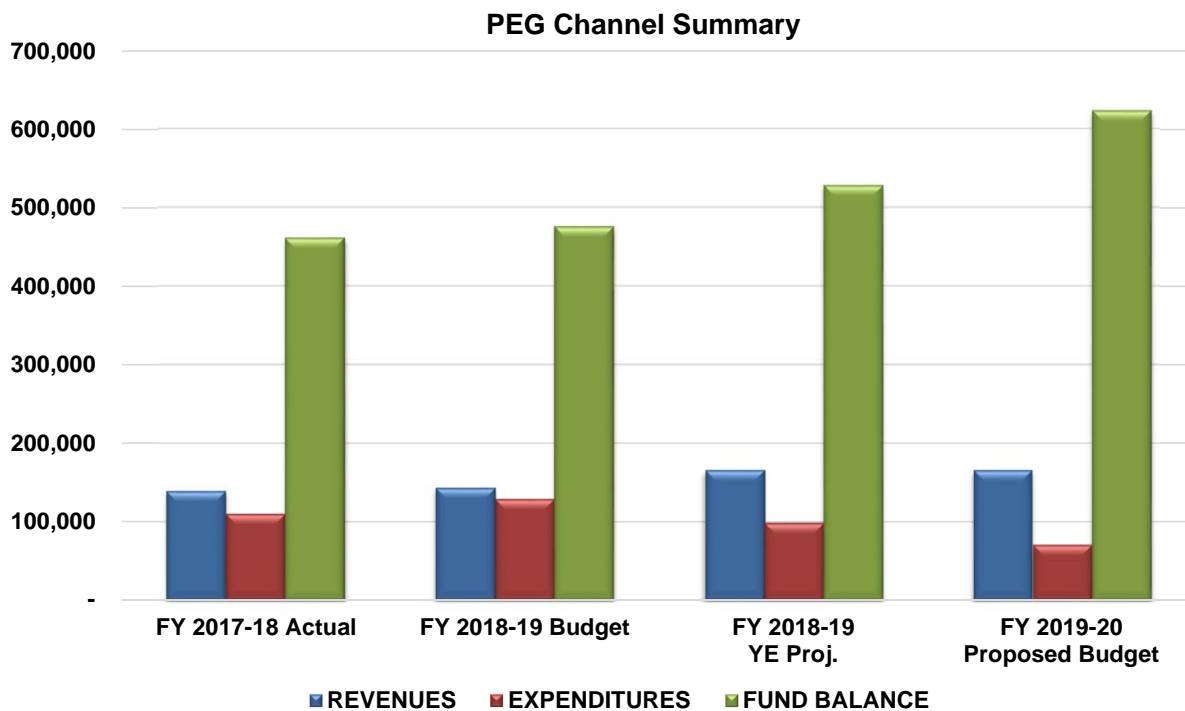
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	17,425	36,100	36,100	18,100	(18,000)
Services & other	44,240	52,500	52,500	52,500	-
Capital outlay	48,171	40,000	10,000	-	(40,000)
TOTAL	\$ 109,836	\$ 128,600	\$ 98,600	\$ 70,600	\$ (58,000)

PUBLIC EDUCATION AND GOVERNMENT CABLE FRANCHISE FEE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 138,964	\$ 142,870	\$ 165,272	\$ 165,272	\$ 22,402
EXPENDITURES	109,836	128,600	98,600	70,600	(58,000)
VARIANCE	29,128	14,270	66,672	94,672	80,402
FUND BALANCE	\$ 461,691	\$ 475,961	\$ 528,363	\$ 623,035	\$ 147,074



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Solid Waste/Garbage Fees	\$ 35,696	\$ 33,631	\$ 35,396	\$ 35,396	\$ 1,765
Interest Revenue-Investments	3,068	440	2,605	2,605	2,165
TOTAL	\$ 38,764	\$ 34,071	\$ 38,001	\$ 38,001	\$ 3,930

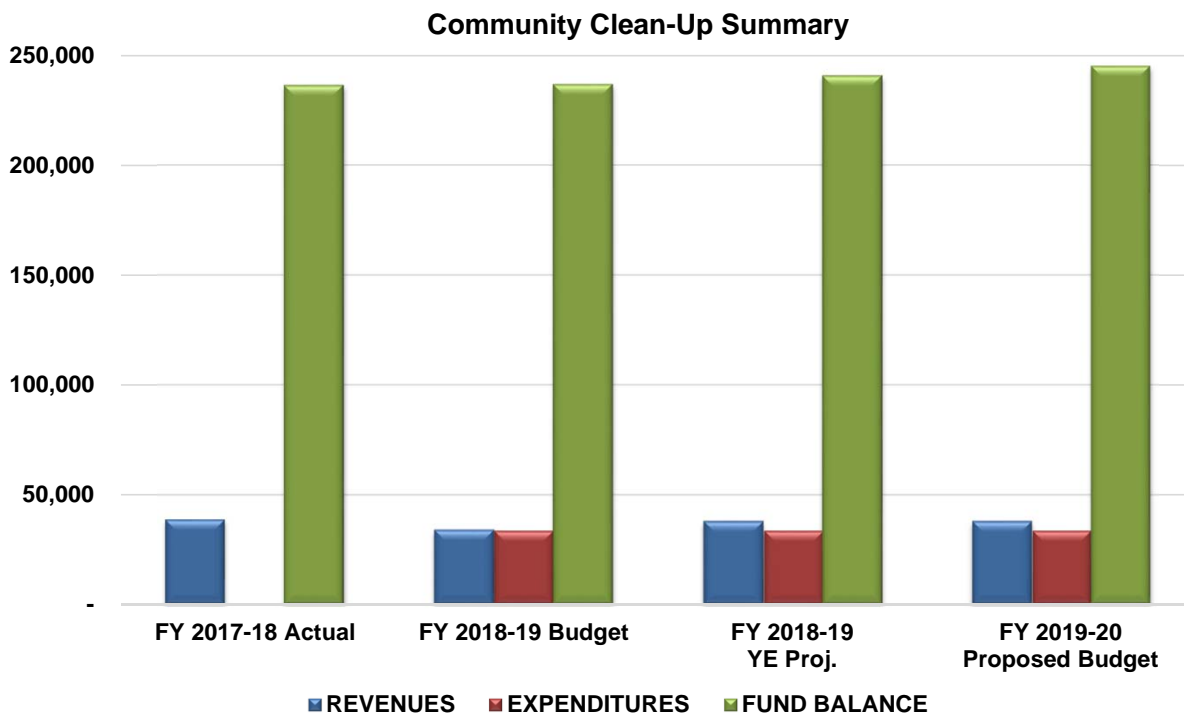
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
EXPENDITURES BY DIVISION:					
Non-Departmental	\$ -	\$ 33,631	\$ 33,631	\$ 33,631	-
TOTAL	\$ -	\$ 33,631	\$ 33,631	\$ 33,631	-
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	5,000	5,000	5,000	-
Services & other	-	28,631	28,631	28,631	-
Capital outlay	-	-	-	-	-
TOTAL	\$ -	\$ 33,631	\$ 33,631	\$ 33,631	\$ -

COMMUNITY CLEAN-UP FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 38,764	\$ 34,071	\$ 38,001	\$ 38,001	\$ 3,930
EXPENDITURES	-	33,631	33,631	33,631	-
VARIANCE	38,764	440	4,370	4,370	3,930
FUND BALANCE	\$ 236,457	\$ 236,897	\$ 240,827	\$ 245,197	\$ 8,300



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
City Sales Taxes	\$ 1,538,906	\$ 1,526,609	\$ 1,598,293	\$ 1,622,069	\$ 95,460
Sidewalk Fees	75,085	36,607	38,651	38,651	2,044
Interest Revenue-Investments	4,529	18,278	7,143	7,143	(11,135)
Interest Revenue-Assessments	-	104	104	104	-
TOTAL	\$ 1,537,338	\$ 1,581,598	\$ 1,644,191	\$ 1,667,967	\$ 86,369

EXPENDITURE SUMMARY

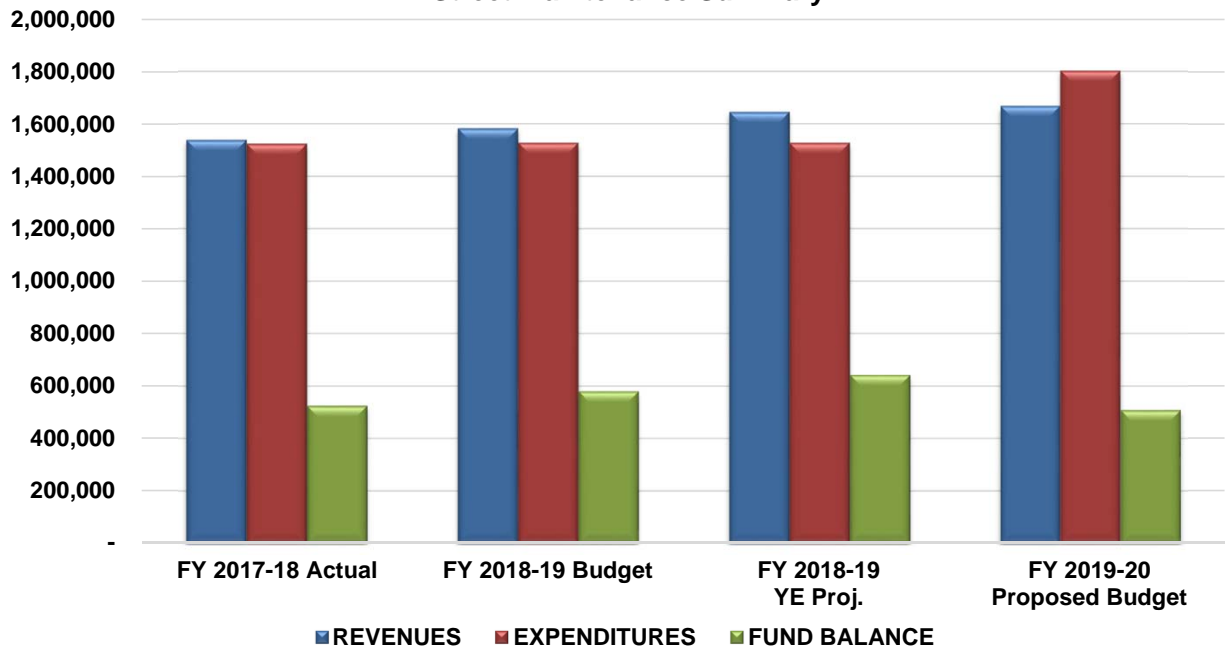
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	31,762	-	-	-	-
Transfers to other funds	1,496,250	1,526,609	1,526,609	1,801,609	275,000
Capital outlay	-	-	-	-	-
TOTAL	\$ 1,528,012	\$ 1,526,609	\$ 1,526,609	\$ 1,801,609	\$ 275,000

STREET AND SIDEWALK IMPROVEMENTS FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 1,537,338	\$ 1,581,598	\$ 1,644,191	\$ 1,667,967	\$ 86,369
EXPENDITURES	1,523,340	1,526,609	1,526,609	1,801,609	275,000
VARIANCE	13,998	54,989	117,582	(133,642)	(188,631)
FUND BALANCE	\$ 524,065	\$ 579,054	\$ 641,647	\$ 508,005	\$ (71,049)

Street Maintenance Summary



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



This page intentionally left blank

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 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 their respective fund section of the budget.



This page intentionally left blank

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Current Taxes	\$ 5,354,014	\$ 4,082,227	\$ 4,011,858	\$ 4,327,596	\$ 245,369
Delinquent Taxes	29,009	24,326	23,718	23,718	(608)
Penalty & Interest-Taxes	21,285	17,967	18,352	18,352	385
Premium On Debt Issuance	-	-	-	-	-
Debt Issuance-Refunding Bonds	-	-	-	-	-
Interest Revenue-Investments	45,159	13,052	10,686	10,686	(2,366)
Miscellaneous Revenue	1,120	-	-	-	-
TOTAL	\$ 5,450,587	\$ 4,137,572	\$ 4,064,614	\$ 4,380,352	\$ 242,780

EXPENDITURE SUMMARY

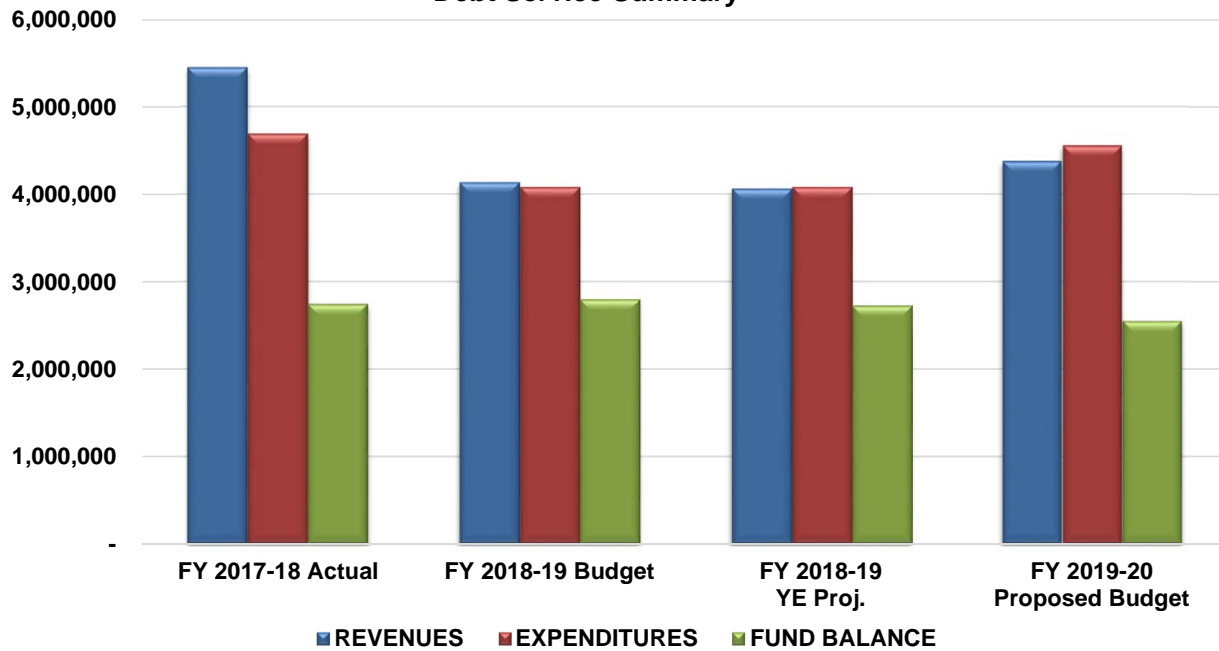
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Services & other	-	1,500	1,500	1,500	-
Debt service	4,446,144	4,080,950	4,080,950	4,554,878	473,928
Transfers to other funds	245,173	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 4,691,317	\$ 4,082,450	\$ 4,082,450	\$ 4,556,378	\$ 473,928

DEBT SERVICE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 5,450,587	\$ 4,137,572	\$ 4,064,614	\$ 4,380,352	\$ 242,780
EXPENDITURES	4,691,317	4,082,450	4,082,450	4,556,378	473,928
VARIANCE	759,270	55,122	(17,836)	(176,026)	(231,148)
FUND BALANCE	\$ 2,746,395	\$ 2,801,517	\$ 2,728,559	\$ 2,552,533	\$ (248,984)

Debt Service Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
BY POSITION TITLE:					
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

DEBT SERVICE FUND

LEGAL DEBT MARGIN

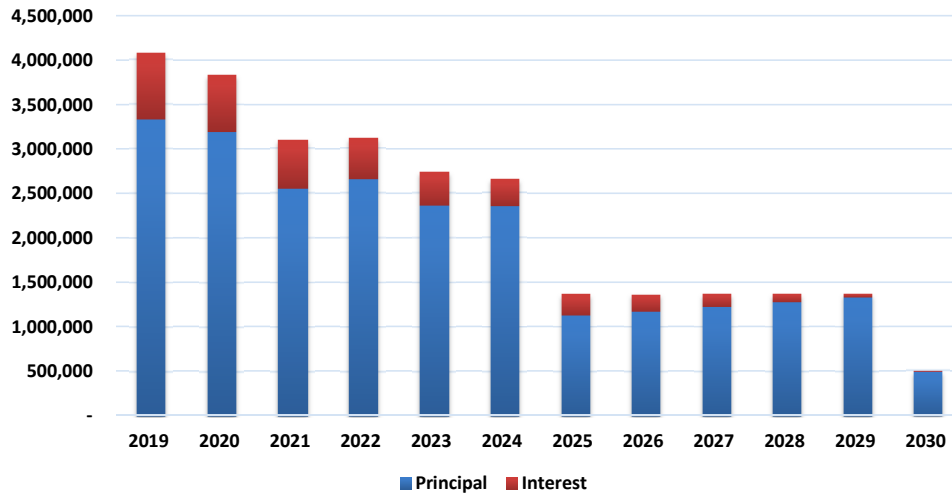
The State of Texas limits general obligation debt of the City of Keller to a maximum debt service rate of \$2.50 for \$100 assessed valuation and administratively the Attorney General of the State of Texas will permit a maximum debt service rate of \$1.50 of ad valorem tax rate for general obligation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

FISCAL YEAR	ASSESSED VALUATION	STATE LEGAL ANNUAL MAXIMUM DEBT LEVEL	ATTORNEY GENERAL	DEBT PER CAPITA
2012-13	3,625,220,522	90,630,513	54,378,308	117.21
2013-14	3,697,199,561	92,429,989	55,457,993	118.94
2014-15	3,927,877,533	98,196,938	58,918,163	113.00
2015-16	4,031,288,750	100,782,219	60,469,331	115.06
2016-17	4,475,507,344	111,887,684	67,132,610	117.40
2017-18	4,657,305,710	116,432,643	69,859,586	113.27
2018-19	5,121,689,116	128,042,228	76,825,337	91.52
2019-20 \$	5,301,877,706	\$ 132,546,943	\$ 79,528,166	\$ 95.98

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

Year	Principal	Interest	Total P+I
2019	\$ 3,324,046	\$ 750,903	\$ 4,074,950
2020	3,191,207	638,141	3,829,348
2021	2,548,564	543,264	3,091,829
2022	2,653,459	459,736	3,113,195
2023	2,360,000	380,386	2,740,386
2024	2,350,000	301,574	2,651,574
2025	1,125,000	240,574	1,365,574
2026	1,165,000	198,424	1,363,424
2027	1,220,000	150,511	1,370,511
2028	1,270,000	100,221	1,370,221
2029	1,325,000	47,577	1,372,577
2030	485,000	10,306	495,306
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
Total	\$ 23,017,276	\$ 3,821,616	\$ 26,838,893

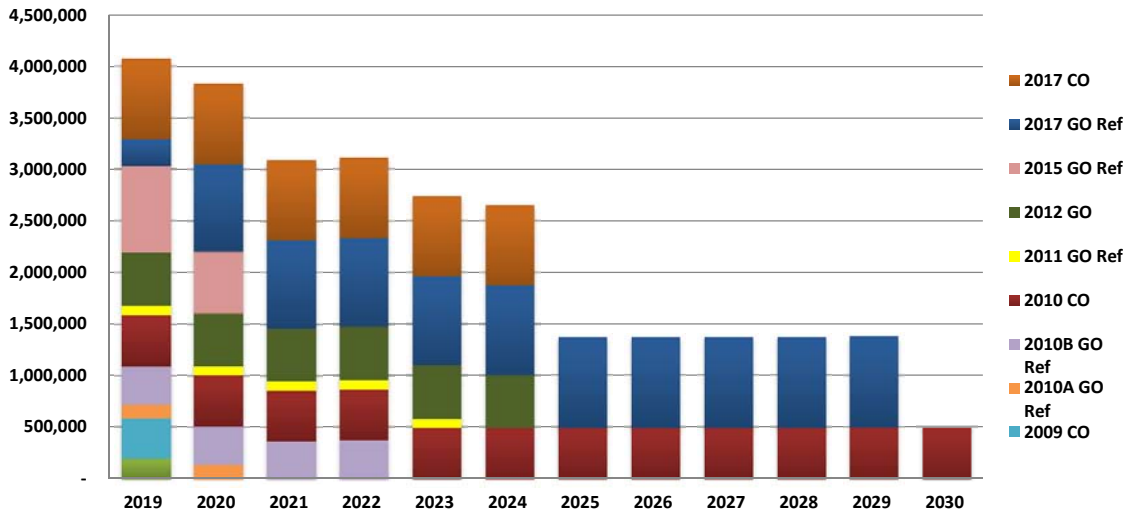
I&S DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



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

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	TOTAL
2019	\$ 193,800	\$ 392,700	\$ 137,000	\$ 369,826	\$ 494,324	\$ 91,400	\$ 511,550	\$ 844,700	\$ 261,700	\$ 777,950	\$ 4,074,950
2020	-	-	137,363	371,212	492,174	89,000	513,500	601,800	849,369	774,931	3,829,348
2021	-	-	-	364,974	493,624	91,525	512,500	-	855,081	774,125	3,091,829
2022	-	-	-	370,728	494,924	93,900	515,375	-	860,344	777,925	3,113,195
2023	-	-	-	-	495,624	86,275	517,000	-	865,156	776,331	2,740,386
2024	-	-	-	-	495,724	-	512,500	-	866,875	776,475	2,651,574
2025	-	-	-	-	495,224	-	-	-	870,350	-	1,365,574
2026	-	-	-	-	494,124	-	-	-	869,300	-	1,363,424
2027	-	-	-	-	492,211	-	-	-	878,300	-	1,370,511
2028	-	-	-	-	494,321	-	-	-	875,900	-	1,370,221
2029	-	-	-	-	495,377	-	-	-	877,200	-	1,372,577
2030	-	-	-	-	495,306	-	-	-	-	-	495,306
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 193,800	\$ 392,700	\$ 274,363	\$ 1,476,740	\$ 5,932,953	\$ 452,100	\$ 3,082,425	\$ 1,446,500	\$ 8,929,575	\$ 4,657,738	\$ 26,838,893

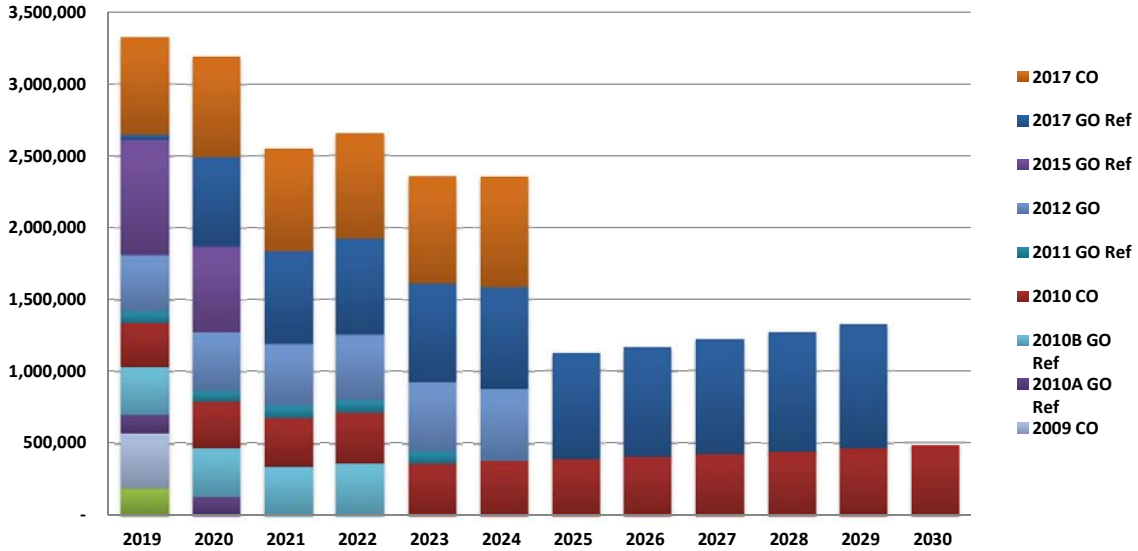
I&S TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



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

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	TOTAL
2019	\$ 190,000	\$ 385,000	\$ 130,000	\$ 324,046	\$ 310,000	\$ 80,000	\$ 390,000	\$ 805,000	\$ 30,000	\$ 680,000	\$ 3,324,046
2020	-	-	135,000	336,207	320,000	80,000	410,000	590,000	625,000	695,000	3,191,207
2021	-	-	-	343,564	335,000	85,000	430,000	-	645,000	710,000	2,548,564
2022	-	-	-	363,459	350,000	90,000	455,000	-	665,000	730,000	2,653,459
2023	-	-	-	-	365,000	85,000	480,000	-	685,000	745,000	2,360,000
2024	-	-	-	-	380,000	-	500,000	-	705,000	765,000	2,350,000
2025	-	-	-	-	395,000	-	-	-	730,000	-	1,125,000
2026	-	-	-	-	410,000	-	-	-	755,000	-	1,165,000
2027	-	-	-	-	425,000	-	-	-	795,000	-	1,220,000
2028	-	-	-	-	445,000	-	-	-	825,000	-	1,270,000
2029	-	-	-	-	465,000	-	-	-	860,000	-	1,325,000
2030	-	-	-	-	485,000	-	-	-	-	-	485,000
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total \$	\$ -	\$ -	\$ 135,000	\$ 1,043,230	\$ 4,375,000	\$ 340,000	\$ 2,275,000	\$ 590,000	\$ 7,290,000	\$ 3,645,000	\$ 19,693,230

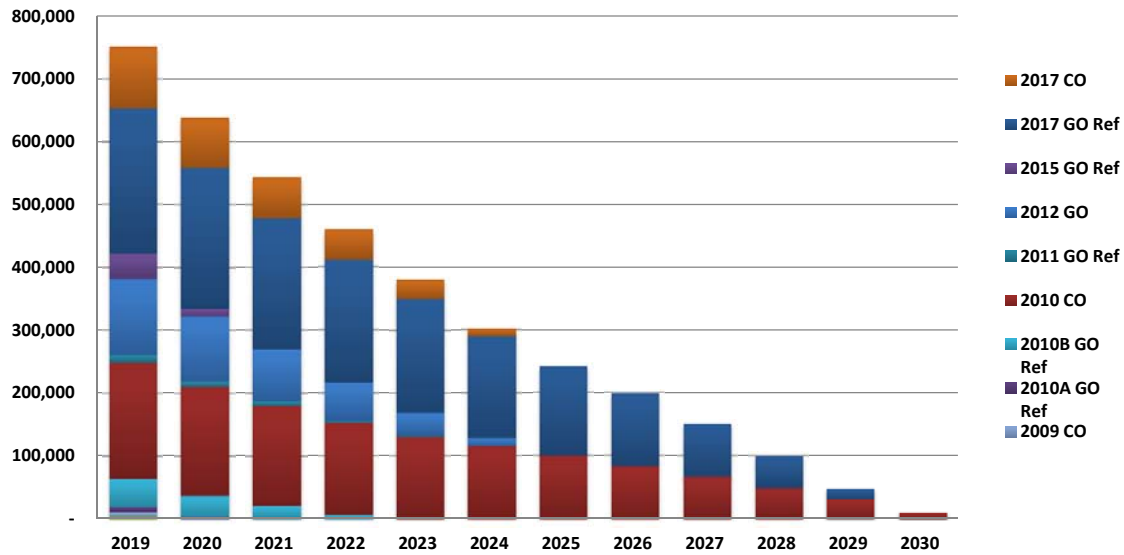
I&S PRINCIPAL OBLIGATIONS BY YEAR AND ISSUANCE



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

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICAT E OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	TOTAL
2019	\$ 3,800	\$ 7,700	\$ 7,000	\$ 45,780	\$ 184,324	\$ 11,400	\$ 121,550	\$ 39,700	\$ 231,700	\$ 97,950	\$ 750,903
2020	-	-	2,363	35,005	172,174	9,000	103,500	11,800	224,369	79,931	638,141
2021	-	-	-	21,410	158,624	6,525	82,500	-	210,081	64,125	543,264
2022	-	-	-	7,269	144,924	3,900	60,375	-	195,344	47,925	459,736
2023	-	-	-	-	130,624	1,275	37,000	-	180,156	31,331	380,386
2024	-	-	-	-	115,724	-	12,500	-	161,875	11,475	301,574
2025	-	-	-	-	100,224	-	-	-	140,350	-	240,574
2026	-	-	-	-	84,124	-	-	-	114,300	-	198,424
2027	-	-	-	-	67,211	-	-	-	83,300	-	150,511
2028	-	-	-	-	49,321	-	-	-	50,900	-	100,221
2029	-	-	-	-	30,377	-	-	-	17,200	-	47,577
2030	-	-	-	-	10,306	-	-	-	-	-	10,306
2031	-	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 3,800	\$ 7,700	\$ 9,363	\$ 109,464	\$ 1,247,953	\$ 32,100	\$ 417,425	\$ 51,500	\$ 1,609,575	\$ 332,738	\$ 3,821,616

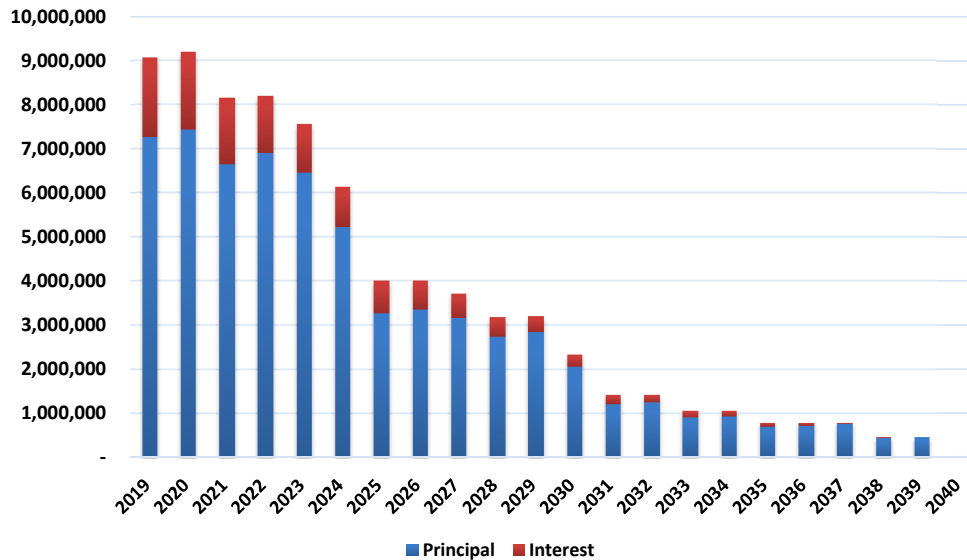
I&S INTEREST OBLIGATIONS BY YEAR AND ISSUANCE



COMBINED TOTAL DEBT BY PRINCIPAL AND INTEREST

Year	Principal	Interest	Total P+I
2019	\$ 7,265,000	\$ 1,797,673	\$ 9,062,673
2020	7,425,000	1,765,805	9,190,805
2021	6,645,000	1,519,908	8,164,908
2022	6,905,000	1,301,578	8,206,578
2023	6,465,000	1,086,299	7,551,299
2024	5,235,000	895,174	6,130,174
2025	3,260,000	759,375	4,019,375
2026	3,360,000	659,026	4,019,026
2027	3,165,000	554,849	3,719,849
2028	2,735,000	457,388	3,192,388
2029	2,840,000	362,215	3,202,215
2030	2,050,000	279,795	2,329,795
2031	1,210,000	221,739	1,431,739
2032	1,245,000	183,091	1,428,091
2033	905,000	148,313	1,053,313
2034	940,000	117,566	1,057,566
2035	705,000	89,850	794,850
2036	725,000	65,400	790,400
2037	755,000	40,075	795,075
2038	445,000	20,475	465,475
2039	460,000	6,900	466,900
2040	-	-	-
Total	\$ 64,740,000	\$ 12,332,492	\$ 77,072,492

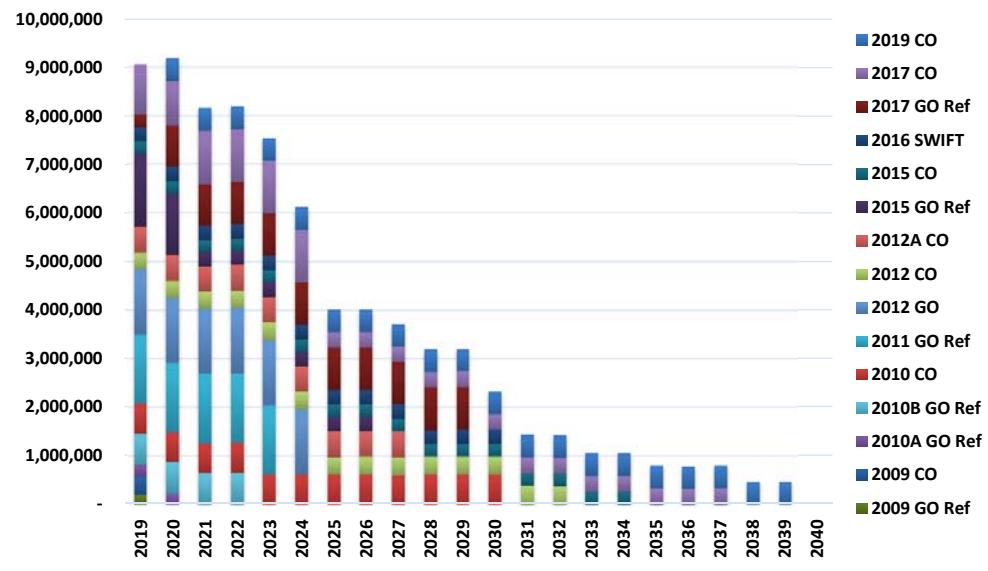
COMBINED DEBT PRINCIPAL AND INTEREST OBLIGATIONS BY YEAR



COMBINED OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION
2019	\$ 193,800	\$ 392,700	\$ 226,463	\$ 645,663	\$ 613,163	\$ 1,430,150	\$ 1,343,250	\$ 349,785
2020	-	-	223,850	651,800	607,563	1,427,125	1,345,875	352,091
2021	-	-	-	647,800	611,363	1,427,975	1,340,875	353,745
2022	-	-	-	652,800	614,363	1,427,625	1,348,000	359,753
2023	-	-	-	-	611,663	1,426,075	1,347,000	360,018
2024	-	-	-	-	613,263	-	1,347,875	359,625
2025	-	-	-	-	614,063	-	-	363,648
2026	-	-	-	-	614,063	-	-	367,088
2027	-	-	-	-	608,100	-	-	365,055
2028	-	-	-	-	610,994	-	-	367,451
2029	-	-	-	-	612,575	-	-	369,115
2030	-	-	-	-	612,750	-	-	370,103
2031	-	-	-	-	-	-	-	375,495
2032	-	-	-	-	-	-	-	375,273
2033	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 223,850	\$ 1,952,400	\$ 6,730,756	\$ 5,708,800	\$ 6,729,625	\$ 4,738,458

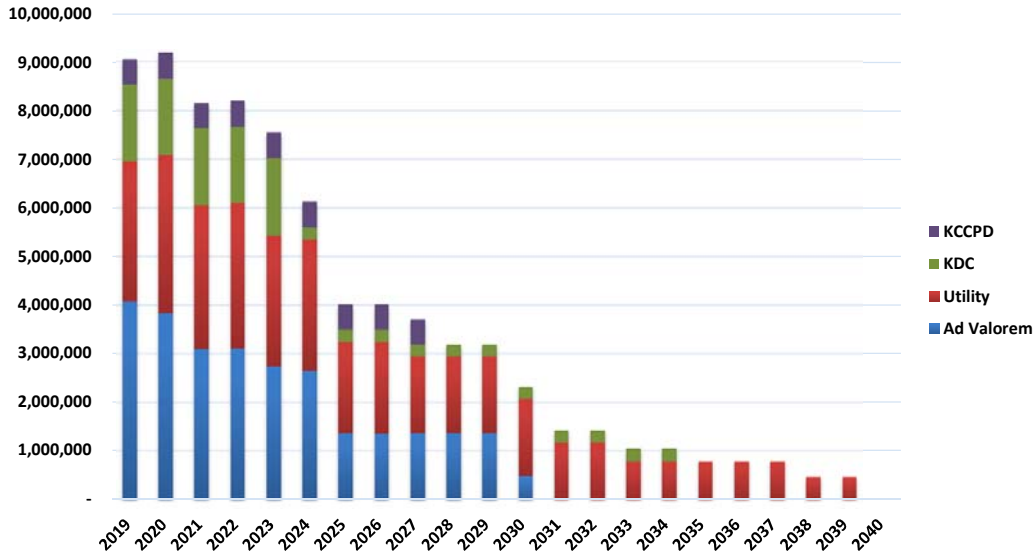
COMBINED TOTAL DEBT OBLIGATIONS BY YEAR AND ISSUANCE



COMBINED OUTSTANDING TOTAL DEBT OBLIGATIONS BY ISSUE

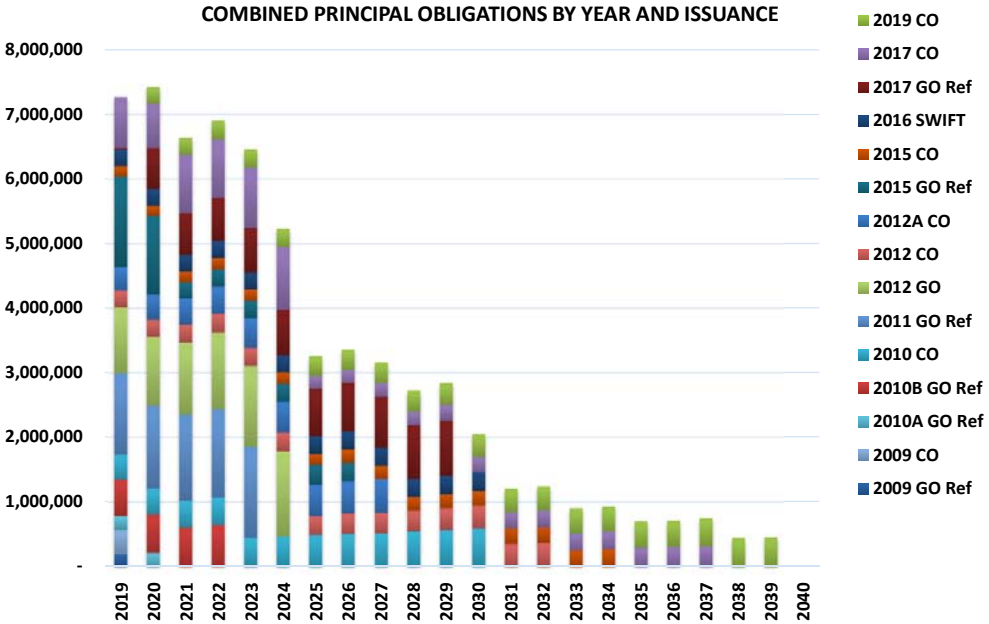
Year	2012A CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2016 TWDB SWIFT	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	2019 CERTIFICATE OF OBLIGATION	TOTAL ALL BONDS
2019	\$ 523,950	\$ 1,509,750	\$ 247,494	\$ 296,282	\$ 261,700	\$ 1,028,525	\$ -	\$ 9,062,673
2020	524,950	1,277,750	244,294	299,543	849,369	918,931	467,665	9,190,805
2021	524,950	291,050	246,044	297,632	855,081	1,101,044	467,350	8,164,908
2022	528,825	295,625	247,694	300,544	860,344	1,100,681	470,325	8,206,578
2023	526,575	299,325	249,244	298,225	865,156	1,099,869	468,150	7,551,299
2024	528,075	301,750	249,794	295,668	866,875	1,099,950	467,300	6,130,174
2025	528,600	303,200	249,319	297,872	870,350	322,550	469,775	4,019,375
2026	523,750	299,425	253,619	299,832	869,300	326,400	465,550	4,019,026
2027	528,125	-	252,694	296,450	878,300	325,025	466,100	3,719,849
2028	-	-	251,619	297,675	875,900	322,400	466,350	3,192,388
2029	-	-	255,319	298,307	877,200	323,400	466,300	3,202,215
2030	-	-	258,719	298,274	-	324,000	465,950	2,329,795
2031	-	-	261,819	-	-	324,200	470,225	1,431,739
2032	-	-	259,694	-	-	324,000	469,125	1,428,091
2033	-	-	262,188	-	-	323,400	467,725	1,053,313
2034	-	-	269,141	-	-	322,400	466,025	1,057,566
2035	-	-	-	-	-	325,900	468,950	794,850
2036	-	-	-	-	-	323,900	466,500	790,400
2037	-	-	-	-	-	326,400	468,675	795,075
2038	-	-	-	-	-	-	465,475	465,475
2039	-	-	-	-	-	-	466,900	466,900
2040	-	-	-	-	-	-	-	-
Total	\$ 4,213,850	\$ 3,068,125	\$ 3,811,197	\$ 3,280,019	\$ 8,667,875	\$ 9,534,450	\$ 9,350,415	\$ 68,009,819

COMBINED TOTAL OBLIGATIONS BY FUNDING SOURCE



COMBINED OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

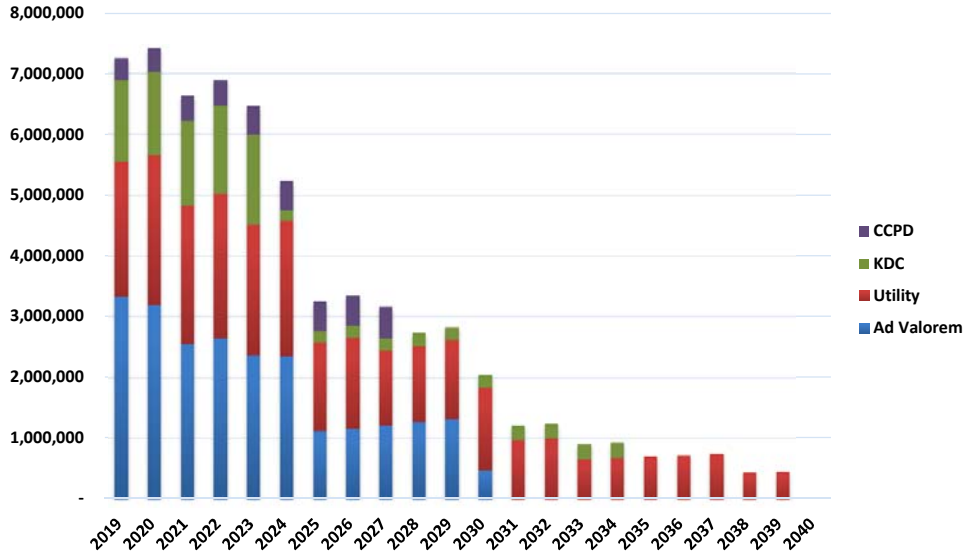
Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION
2019	\$ 190,000	\$ 385,000	\$ 215,000	\$ 565,000	\$ 385,000	\$ 1,250,000	\$ 1,025,000	\$ 260,000
2020	-	-	220,000	590,000	395,000	1,285,000	1,075,000	265,000
2021	-	-	-	610,000	415,000	1,325,000	1,125,000	270,000
2022	-	-	-	640,000	435,000	1,365,000	1,190,000	280,000
2023	-	-	-	-	450,000	1,405,000	1,250,000	285,000
2024	-	-	-	-	470,000	-	1,315,000	290,000
2025	-	-	-	-	490,000	-	-	300,000
2026	-	-	-	-	510,000	-	-	310,000
2027	-	-	-	-	525,000	-	-	315,000
2028	-	-	-	-	550,000	-	-	325,000
2029	-	-	-	-	575,000	-	-	335,000
2030	-	-	-	-	600,000	-	-	345,000
2031	-	-	-	-	-	-	-	360,000
2032	-	-	-	-	-	-	-	370,000
2033	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 220,000	\$ 1,840,000	\$ 5,415,000	\$ 5,380,000	\$ 5,955,000	\$ 4,050,000



COMBINED OUTSTANDING PRINCIPAL DEBT OBLIGATIONS BY ISSUE

Year	2012A CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2016 TWDB SWIFT	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	2019 CERTIFICATE OF OBLIGATION	TOTAL ALL BONDS
2019	\$ 370,000	\$ 1,390,000	\$ 160,000	\$ 255,000	\$ 30,000	\$ 785,000	\$ -	\$ 7,265,000
2020	390,000	1,210,000	160,000	260,000	625,000	695,000	255,000	7,425,000
2021	410,000	250,000	165,000	260,000	645,000	895,000	275,000	6,645,000
2022	435,000	260,000	170,000	265,000	665,000	915,000	285,000	6,905,000
2023	455,000	270,000	175,000	265,000	685,000	935,000	290,000	6,465,000
2024	475,000	280,000	180,000	265,000	705,000	960,000	295,000	5,235,000
2025	490,000	290,000	185,000	270,000	730,000	200,000	305,000	3,260,000
2026	500,000	295,000	195,000	275,000	755,000	210,000	310,000	3,360,000
2027	520,000	-	200,000	275,000	795,000	215,000	320,000	3,165,000
2028	-	-	205,000	280,000	825,000	220,000	330,000	2,735,000
2029	-	-	215,000	285,000	860,000	230,000	340,000	2,840,000
2030	-	-	225,000	290,000	-	240,000	350,000	2,050,000
2031	-	-	235,000	-	-	250,000	365,000	1,210,000
2032	-	-	240,000	-	-	260,000	375,000	1,245,000
2033	-	-	250,000	-	-	270,000	385,000	905,000
2034	-	-	265,000	-	-	280,000	395,000	940,000
2035	-	-	-	-	-	295,000	410,000	705,000
2036	-	-	-	-	-	305,000	420,000	725,000
2037	-	-	-	-	-	320,000	435,000	755,000
2038	-	-	-	-	-	-	445,000	445,000
2039	-	-	-	-	-	-	460,000	460,000
2040	-	-	-	-	-	-	-	-
Total	\$ 3,675,000	\$ 2,855,000	\$ 3,065,000	\$ 2,990,000	\$ 7,290,000	\$ 7,695,000	\$ 7,045,000	\$ 57,475,000

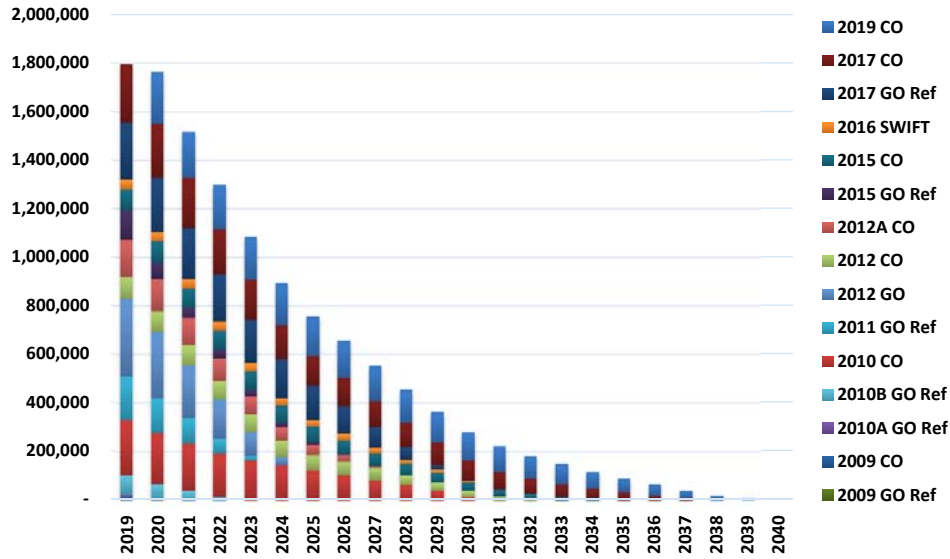
COMBINED PRINCIPAL OBLIGATIONS BY FUNDING SOURCE



COMBINED OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2009 GENERAL OBLIGATION REF & IMP	2009 CERTIFICATE OF OBLIGATION	2010A GENERAL OBLIGATION REF & IMP	2010B GENERAL OBLIGATION REF & IMP	2010 CERTIFICATE OF OBLIGATION	2011 GENERAL OBLIGATION REF & IMP	2012 GENERAL OBLIGATION	2012 CERTIFICATE OF OBLIGATION
2019	\$ 3,800	\$ 7,700	\$ 11,463	\$ 80,663	\$ 228,163	\$ 180,150	\$ 318,250	\$ 89,785
2020	-	-	3,850	61,800	212,563	142,125	270,875	87,091
2021	-	-	-	37,800	196,363	102,975	215,875	83,745
2022	-	-	-	12,800	179,363	62,625	158,000	79,753
2023	-	-	-	-	161,663	21,075	97,000	75,018
2024	-	-	-	-	143,263	-	32,875	69,625
2025	-	-	-	-	124,063	-	-	63,648
2026	-	-	-	-	104,063	-	-	57,088
2027	-	-	-	-	83,100	-	-	50,055
2028	-	-	-	-	60,994	-	-	42,451
2029	-	-	-	-	37,575	-	-	34,115
2030	-	-	-	-	12,750	-	-	25,103
2031	-	-	-	-	-	-	-	15,495
2032	-	-	-	-	-	-	-	5,273
2033	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-
Total	\$ 3,800	\$ 7,700	\$ 15,313	\$ 193,063	\$ 1,543,919	\$ 508,950	\$ 1,092,875	\$ 778,243

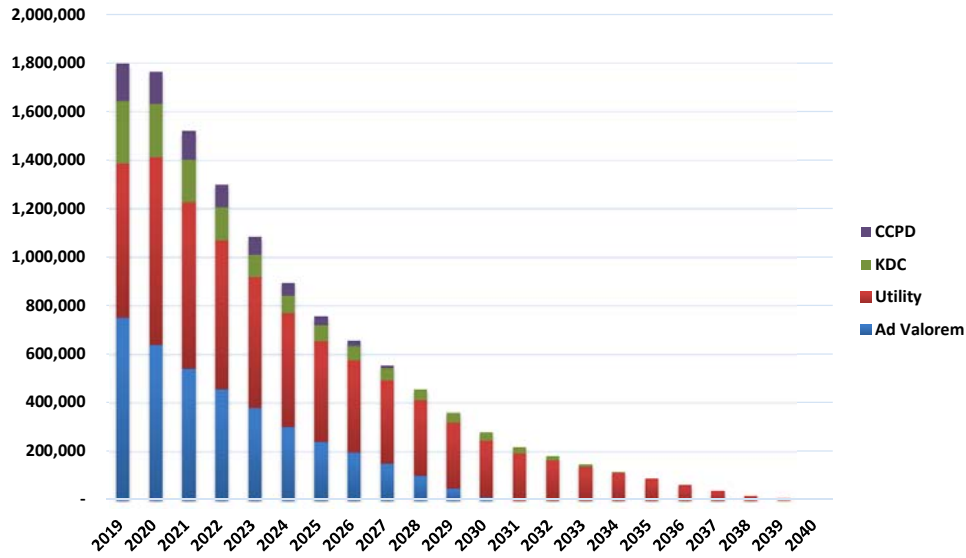
COMBINED INTEREST OBLIGATIONS BY YEAR AND ISSUANCE



COMBINED OUTSTANDING INTEREST DEBT OBLIGATIONS BY ISSUE

Year	2012A CERTIFICATE OF OBLIGATION	2015 GENERAL OBLIGATION REF & IMP	2015 CERTIFICATE OF OBLIGATION	2016 TWDB SWIFT	2017 GENERAL OBLIGATION REF & IMP	2017 CERTIFICATE OF OBLIGATION	2019 CERTIFICATE OF OBLIGATION	TOTAL ALL BONDS
2019	\$ 153,950	\$ 119,750	\$ 87,494	\$ 41,282	\$ 231,700	\$ 243,525	\$ -	\$ 1,797,673
2020	134,950	67,750	84,294	39,543	224,369	223,931	212,665	1,765,805
2021	114,950	41,050	81,044	37,632	210,081	206,044	192,350	1,519,908
2022	93,825	35,625	77,694	35,544	195,344	185,681	185,325	1,301,578
2023	71,575	29,325	74,244	33,225	180,156	164,869	178,150	1,086,299
2024	53,075	21,750	69,794	30,668	161,875	139,950	172,300	895,174
2025	38,600	13,200	64,319	27,872	140,350	122,550	164,775	759,375
2026	23,750	4,425	58,619	24,832	114,300	116,400	155,550	659,026
2027	8,125	-	52,694	21,450	83,300	110,025	146,100	554,849
2028	-	-	46,619	17,675	50,900	102,400	136,350	457,388
2029	-	-	40,319	13,307	17,200	93,400	126,300	362,215
2030	-	-	33,719	8,274	-	84,000	115,950	279,795
2031	-	-	26,819	-	-	74,200	105,225	221,739
2032	-	-	19,694	-	-	64,000	94,125	183,091
2033	-	-	12,188	-	-	53,400	82,725	148,313
2034	-	-	4,141	-	-	42,400	71,025	117,566
2035	-	-	-	-	-	30,900	58,950	89,850
2036	-	-	-	-	-	18,900	46,500	65,400
2037	-	-	-	-	-	6,400	33,675	40,075
2038	-	-	-	-	-	-	20,475	20,475
2039	-	-	-	-	-	-	6,900	6,900
2040	-	-	-	-	-	-	-	-
Total	\$ 692,800	\$ 332,875	\$ 833,691	\$ 331,300	\$ 1,609,575	\$ 2,082,975	\$ 2,305,415	\$ 12,332,492

COMBINED INTEREST OBLIGATIONS BY FUNDING SOURCE



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 Tax Increment Reinvestment Zone. In FY 2017-2018, the TIRZ ended and the fund balance moved to the general fund.

REVENUE SUMMARY

REVENUES	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Revenue-Tif Taxes/City	\$ 923,309	\$ -	\$ -	\$ -	\$ -
Revenue-Tif Taxes/Kisd	3,117,970	-	-	-	-
Revenue-Tif Taxes/Tarrant Co	335,976	-	-	-	-
Revenue-Tif Taxes/Tccd	305,785	-	-	-	-
Revenue-Tif Taxes/Tchd	315,915	-	-	-	-
Debt Issuance-Refunding Bonds	-	-	-	-	-
Interest Revenue-Investments	24,783	-	-	-	-
Transfer From Debt Service	245,173	-	-	-	-
TOTAL	\$ 5,268,911	\$ -	\$ -	\$ -	\$ -

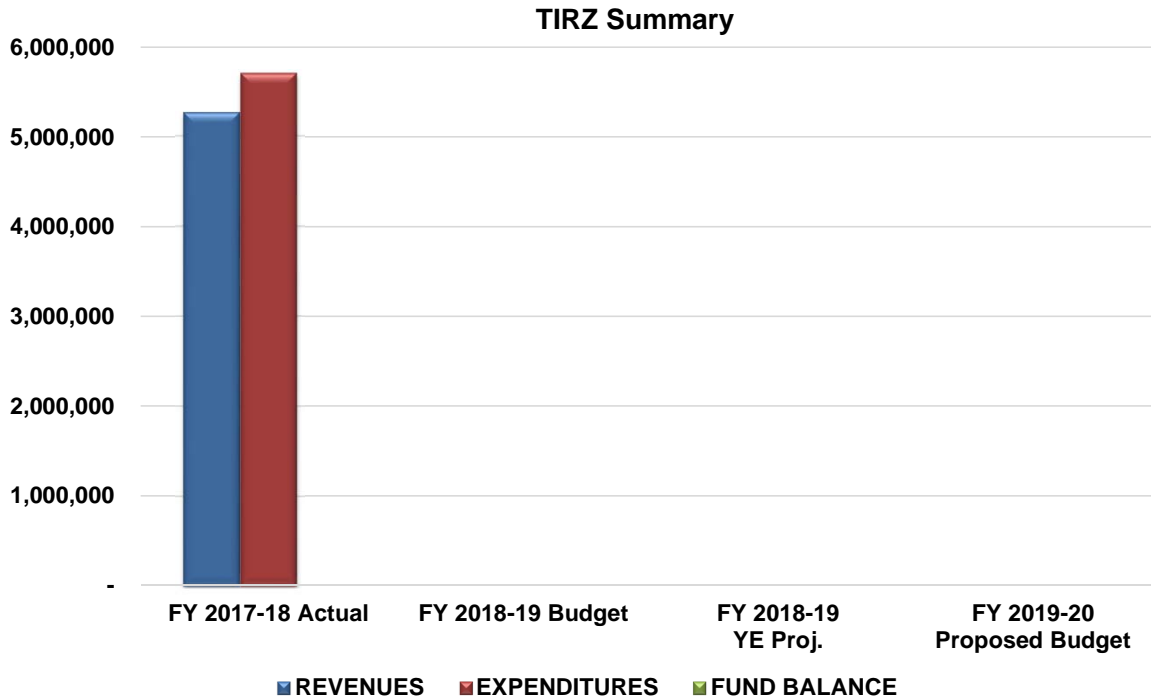
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	-	-	-	-	-
Services & other	-	-	-	-	-
Debt service	3,364,242	-	-	-	-
Transfers to other funds	2,339,591	-	-	-	-
Capital outlay	-	-	-	-	-
TOTAL	\$ 5,703,833	\$ -	\$ -	\$ -	\$ -

TAX INCREMENT REINVESTMENT FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 5,268,911	\$ -	\$ -	\$ -	\$ -
EXPENDITURES	5,703,833	-	-	-	-
VARIANCE	(434,922)	-	-	-	-
FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



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, the Fleet Replacement Fund, and the Facility Capital Replacement Fund. The Internal Service Funds section includes revenue summary information, expenditure summary information, and departmental detail information.

City of **KELLER**



This page intentionally left blank

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, interest revenue, and sale of assets. Expenditures provide for information technology support personnel and goods and services to be utilized on a city-wide basis. Beginning with the FY 2015-16 audit, the Information Technology Fund is presented as a stand alone internal service fund. In prior years, the fund was not presented and was included with the General Fund.

REVENUE SUMMARY

REVENUES	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Office Equip Lease Rev-F 100	1,424,561	1,534,015	1,534,015	1,718,193	184,178
Office Equip Lease Rev-F 118	9,600	11,600	11,600	9,600	(2,000)
Office Equip Lease Rev-F 200	782,945	529,428	529,428	473,423	(56,005)
Office Equip Lease Rev-F 400	18,816	18,123	18,123	20,064	1,941
Office Equip Lease Rev-F 125	41,754	96,292	96,292	82,625	(13,667)
Interest Revenue-Investments	12,612	4,750	4,750	4,750	-
TOTAL	\$ 2,290,381	\$ 2,194,208	\$ 2,194,208	\$ 2,308,655	\$ 114,447

EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Administration	\$ 1,583,394	\$ 1,671,629	\$ 1,618,244	\$ 2,168,632	\$ 497,003
Geographic Information Services	208,972	275,966	241,343	255,238	(20,728)
Computer Services	298,559	269,712	269,712	190,000	(79,712)
TOTAL	\$ 2,090,925	\$ 2,217,307	\$ 2,129,299	\$ 2,613,870	\$ 396,563

EXPENDITURES BY CATEGORY:

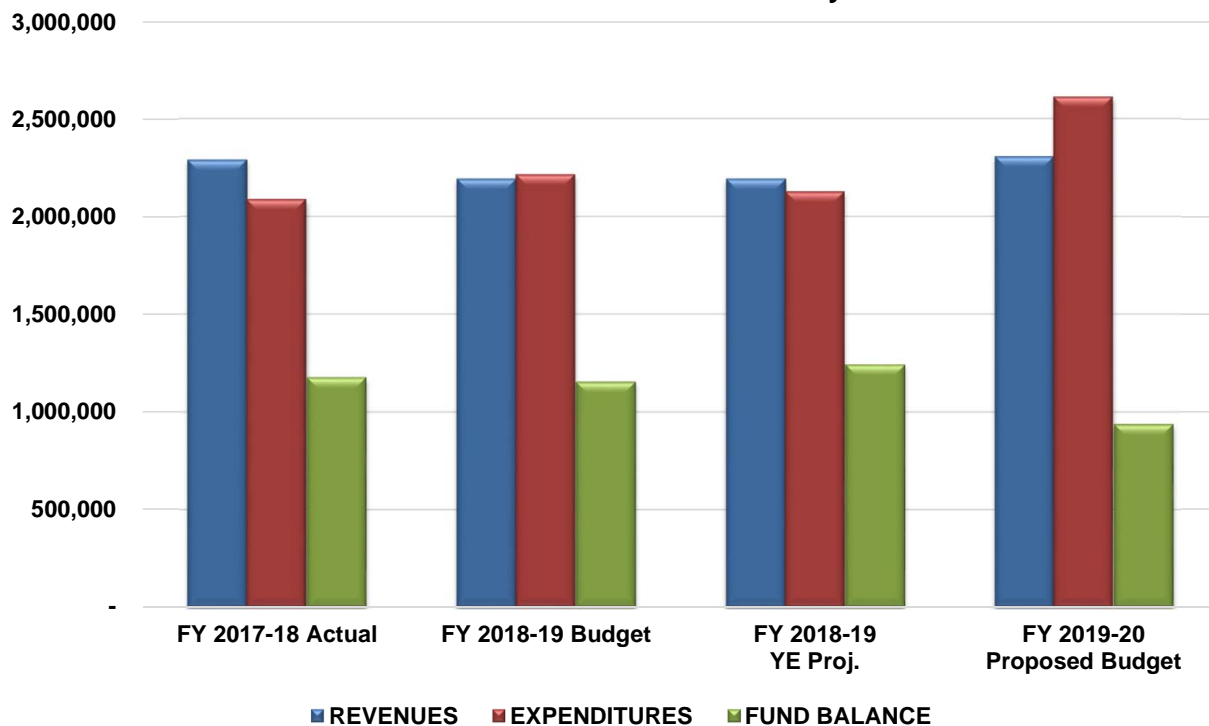
Personnel services	\$ 759,211	\$ 833,447	\$ 794,589	\$ 840,513	\$ 7,066
Operations & maintenance	843,376	928,412	914,262	1,329,397	400,985
Services & other	348,832	455,448	420,448	443,960	(11,488)
Capital outlay	139,506	-	-	-	-
TOTAL	\$ 2,090,925	\$ 2,217,307	\$ 2,129,299	\$ 2,613,870	\$ 396,563

INFORMATION TECHNOLOGY FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 2,290,381	\$ 2,194,208	\$ 2,194,208	\$ 2,308,655	\$ 114,447
EXPENDITURES	2,090,925	2,217,307	2,129,299	2,613,870	396,563
VARIANCE	199,456	(23,099)	64,909	(305,215)	(282,116)
FUND BALANCE	\$ 1,178,613	\$ 1,155,514	\$ 1,243,522	\$ 938,307	\$ (217,207)

Information Services Summary



PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY DIVISION	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Administration	5.00	5.00	5.00	5.00	-
Geographic Information Services	2.00	2.00	2.00	2.00	-
Computer Services	-	-	-	-	-
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. Activities also include the 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 Technology. 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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Physical application/file/storage servers supported/maintained	33	30	30	30
Desktop/laptop computers supported/maintained	317	317	319	322
Public Safety mobile data computers (MDC) maintained	29	29	30	30
Printers Supported/maintained	65	61	58	56
Telephone handsets supported/maintained	330	330	332	332
Network equipment supported/maintained	77	82	85	95
Multi-function copy machines supported	16	16	16	16
Scanners supported/maintained	75	80	82	85
Tablet computers supported	79	83	82	82
Video security cameras supported/maintained	198	198	204	208

INFORMATION TECHNOLOGY FUND
ADMINISTRATION DIVISION (119-180-15)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 619,803	\$ 639,461	\$ 635,226	\$ 661,155	\$ 21,694
Operations & maintenance	528,773	611,150	597,000	1,093,947	482,797
Services & other	319,819	421,018	386,018	413,530	(7,488)
Capital outlay	115,000	-	-	-	-
TOTAL	\$ 1,583,394	\$ 1,671,629	\$ 1,618,244	\$ 2,168,632	\$ 497,003

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 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	-
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 centralized GIS database management system to ensure data integrity, accuracy and reliability of citywide infrastructure.
2. Increase productivity and work efficiency by providing effective GIS solutions to streamline City processes in and between departments.
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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget
Web GIS Users	100	110	110	115
Advanced GIS Users performing Analysis and developing detailed maps	15	15	15	15

INFORMATION TECHNOLOGY FUND

GEOGRAPHIC INFORMATION SERVICES DIVISION (119-180-19)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ 139,408	\$ 193,986	\$ 159,363	\$ 179,358	\$ (14,628)
Operations & maintenance	40,550	47,550	47,550	45,450	(2,100)
Services & other	29,013	34,430	34,430	30,430	(4,000)
Capital outlay	-	-	-	-	-
TOTAL	\$ 208,972	\$ 275,966	\$ 241,343	\$ 255,238	\$ (20,728)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
GIS Coordinator	1.00	1.00	1.00	1.00	-
GIS Analyst	1.00	1.00	-	-	(1.00)
GIS Technician	-	-	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00	2.00	-

INFORMATION TECHNOLOGY FUND

COMPUTER SERVICES DIVISION (119-180-16)

EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -
Operations & maintenance	274,053	269,712	269,712	190,000	(79,712)
Services & other	-	-	-	-	-
Capital outlay	24,506	-	-	-	-
TOTAL	\$ 298,559	\$ 269,712	\$ 269,712	\$ 190,000	\$ (79,712)

PERSONNEL SUMMARY

(Full-Time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

FLEET REPLACEMENT FUND

FUND DESCRIPTION:

The Fleet Replacement Fund is an internal service fund funded thru transfers from other funds, interest revenue, and sale of assets. 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 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Vehicle/Equip Lease Rev-F 119	\$ -	\$ 3,313	\$ 3,313	\$ 3,465	152
Vehicle/Equip Lease Rev-F 100	414,109	640,537	640,537	1,151,268	510,731
Vehicle/Equip Lease Rev-F 125	-	-	-	4,733	4,733
Vehicle/Equip Lease Rev-F 200	397,756	419,570	440,151	512,249	92,679
Vehicle/Equip Lease Rev-F 400	95,406	33,206	30,740	227,484	194,278
Auction Proceeds	-	6,312	6,312	221,590	215,278
Interest Revenue-Investments	19,769	1,909	19,491	19,491	17,582
TOTAL	\$ 943,395	\$ 1,104,847	\$ 1,157,732	\$ 2,140,280	1,035,433

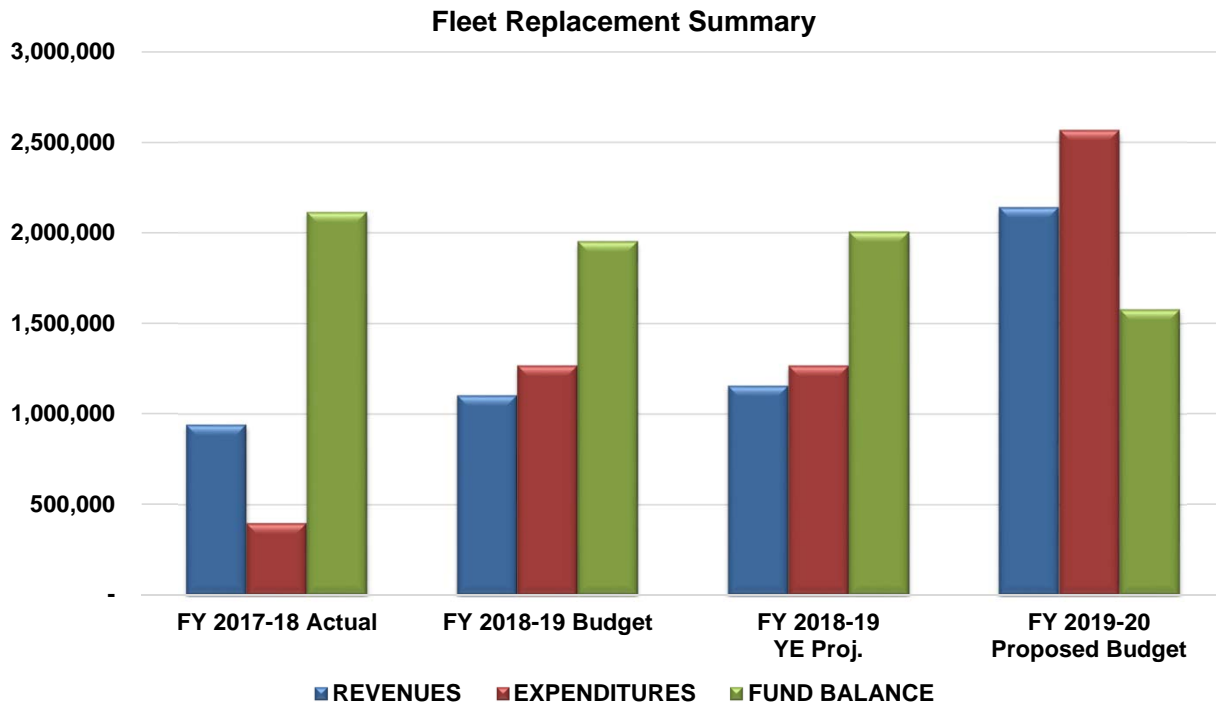
EXPENDITURE SUMMARY

EXPENDITURES BY CATEGORY:	FY 2017-18	FY 2018-19	FY 2018-19	FY 2019-20	Budget
	Actual	Budget	YE Proj.	Proposed Budget	Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	-	-	-	26,369	26,369
Services & other	-	-	-	-	-
Capital outlay	397,384	1,265,788	1,265,788	2,541,485	1,275,697
TOTAL	\$ 397,384	\$ 1,265,788	\$ 1,265,788	\$ 2,567,854	1,302,066

FLEET REPLACEMENT FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 943,395	\$ 1,104,847	\$ 1,157,732	\$ 2,140,280	1,035,433
EXPENDITURES	397,384	1,265,788	1,265,788	2,567,854	1,302,066
VARIANCE	546,011	(160,941)	(108,056)	(427,574)	(266,633)
FUND BALANCE	\$ 2,113,513	\$ 1,952,572	\$ 2,005,457	\$ 1,577,883	(374,689)



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

BY POSITION TITLE:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

FACILITY CAPITAL REPLACEMENT FUND

FUND DESCRIPTION:

The Facility Capital Replacement Fund is an internal service fund funded thru transfers from other funds, interest revenue, and sale of assets. Expenditures provide for the repair and/or replacement of capital items at various city facilities such as roofs, air conditioners, and generators. The annual transfers are determined by dividing the anticipated future repair or replacement costs by anticipated life for each capital item. The fund stabilizes other operating funds spending by allowing for an annual payment for repair or replacement rather one-time increase at the time of repair or replacement. The fund is anticipated to cover all city facilities except the Police department which funds repair and replacements thru the KCCPD and the Pointe which funds repairs and replacements thru membership fees.

REVENUE SUMMARY

REVENUES	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Transfer From General Fund	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	-
Interest Revenue-Investments	7,843	100	20,499	20,499	20,399
TOTAL	\$ 407,843	\$ 400,100	\$ 420,499	\$ 420,499	20,399

EXPENDITURE SUMMARY

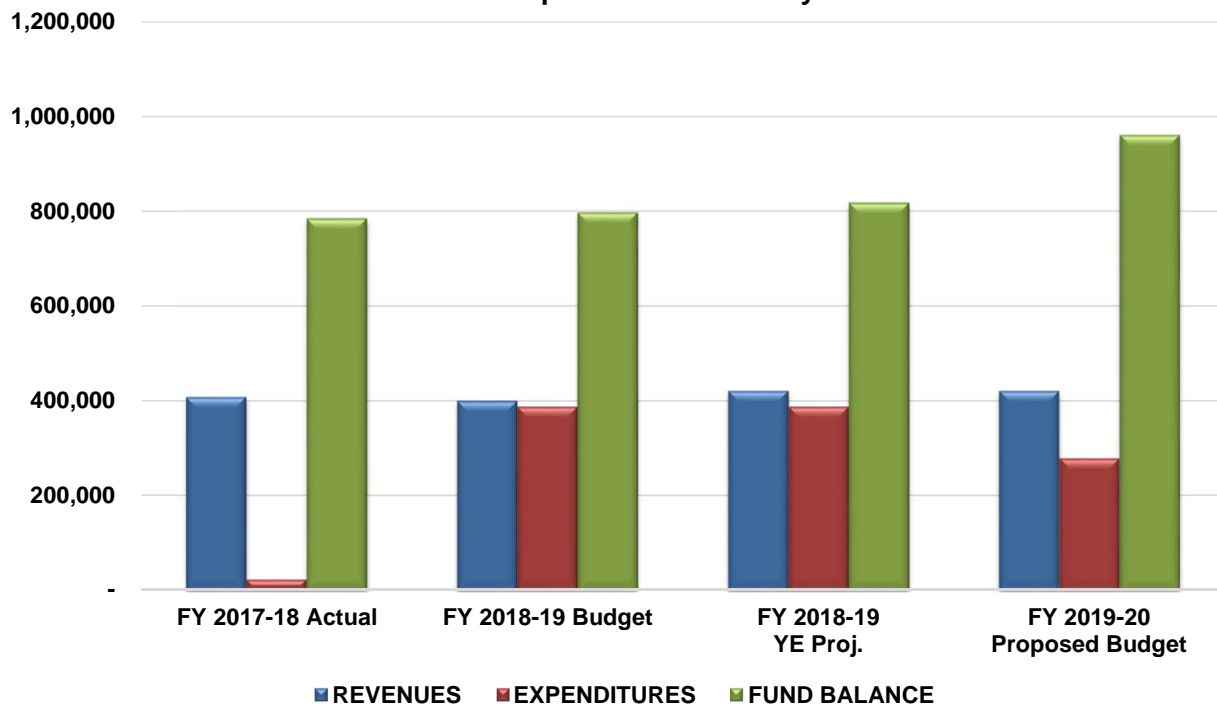
EXPENDITURES BY CATEGORY:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Personnel services	\$ -	\$ -	\$ -	\$ -	-
Operations & maintenance	23,110	-	-	-	-
Services & other	-	-	-	-	-
Capital outlay	-	387,100	387,100	278,100	(109,000)
TOTAL	\$ 23,110	\$ 387,100	\$ 387,100	\$ 278,100	(109,000)

FACILITY CAPITAL REPLACEMENT FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 407,843	\$ 400,100	\$ 420,499	\$ 420,499	20,399
EXPENDITURES	23,110	387,100	387,100	278,100	(109,000)
VARIANCE	384,732	13,000	33,399	142,399	129,399
FUND BALANCE	\$ 785,214	\$ 798,214	\$ 818,613	\$ 961,012	162,798

Fleet Replacement Summary



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<i>BY POSITION TITLE:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-



This page intentionally left blank



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**



This page intentionally left blank

CAPITAL IMPROVEMENT PROJECT FUNDS

FUND DESCRIPTION:

Capital Improvement Project (CIP) Funds are costs related to large, one-time projects which either create or improve an 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.

FIVE YEAR CIP PROCESS:

The City annually prepares a five-year CIP which is a financial management and planning tool to help address changes in the growth and service demands of the City services. The CIP summary includes the adopted 2015-16 through 2018-19 funding and expenditure allocations, the proposed 2019-20 funding and expenditure allocations, and the anticipated 2020-21 through 2023-24 funding and expenditure allocations which are separate annual allocations for the listed projects.

The City uses project-life budgeting meaning the total proposed project funding and expenditures allocations include the prior year allocations plus the proposed FY 2019-20 allocations. The revenues and expenditures allocations end at the close-out of the project, rather than at the end of the fiscal year. Future allocations are for planning purposes only and does not commit the City to any project or funding authorization. The future project 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.

CHANGES TO CAPITAL IMPROVEMENT PROJECT FUNDS:

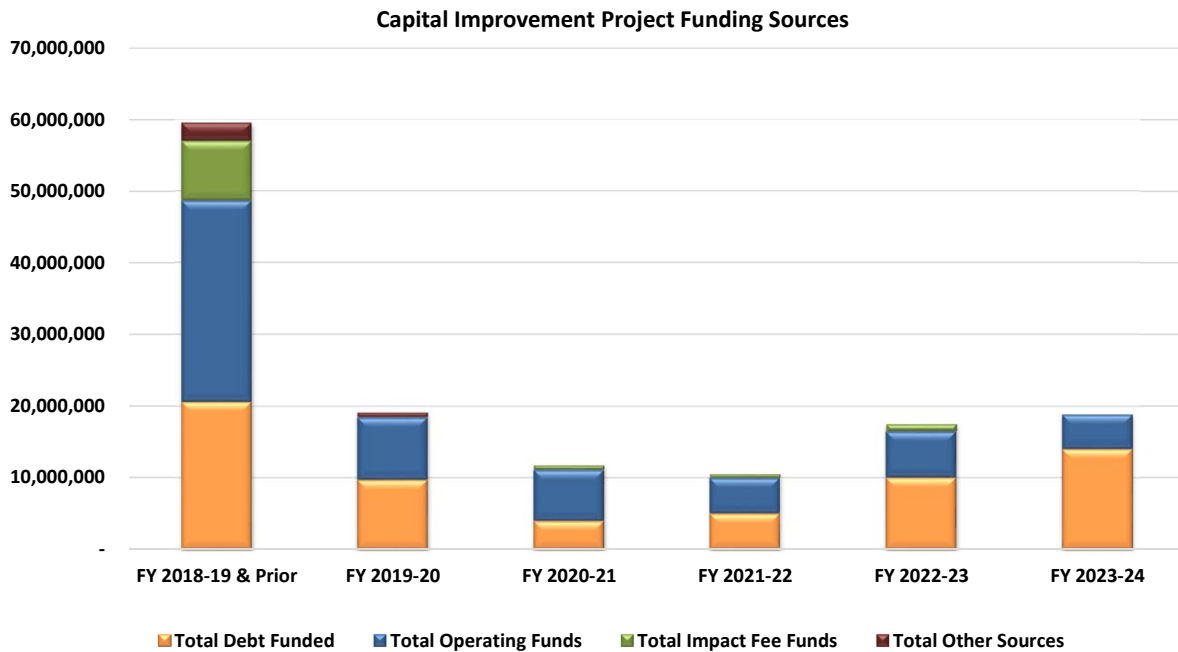
During FY 2015-16, the City re-structured the fund design to better distinguish between operating and capital projects and to provide better transparency to citizens. Significant changes include:

- 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 PROJECT FUNDS

CAPITAL IMPROVEMENT FUNDING SUMMARY

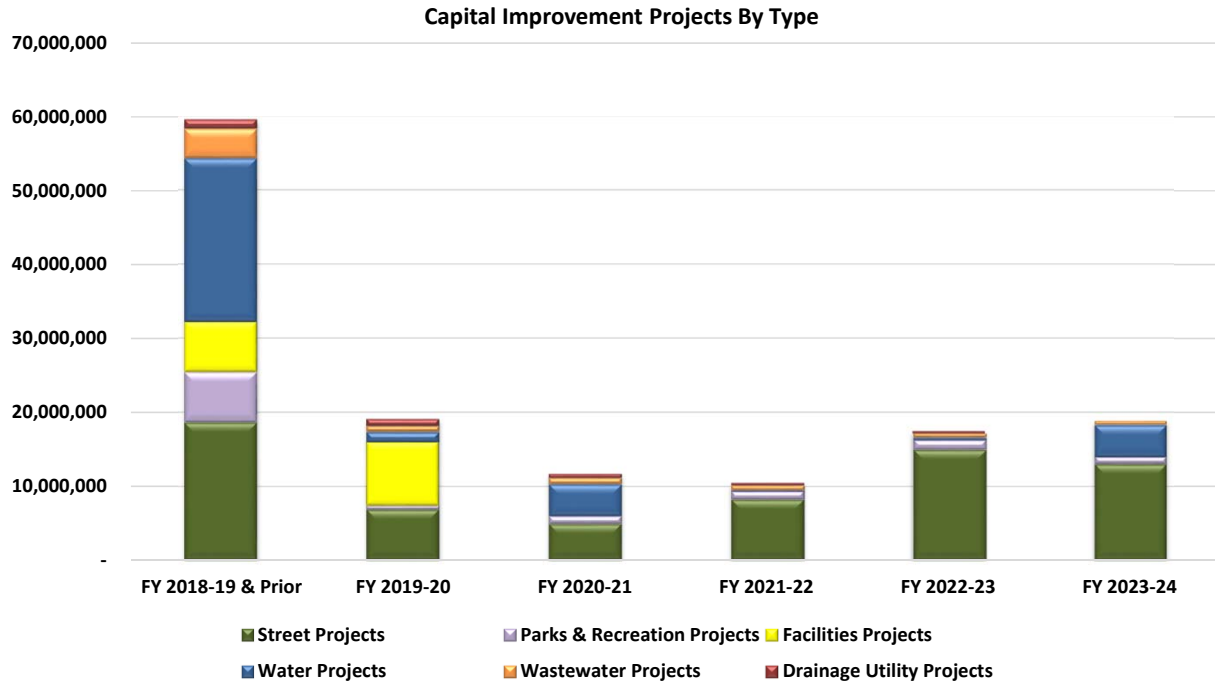
	FY 2018-19 & Prior	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% of Total
Revenues							
Debt Funded							
General Debt	5,094,733	8,800,000	-	5,000,000	10,000,000	10,000,000	28.4%
Self-Supporting Debt	15,469,295	900,000	4,000,000	-	-	4,000,000	17.8%
Total Debt Funded	\$ 20,564,028	\$ 9,700,000	\$ 4,000,000	\$ 5,000,000	\$ 10,000,000	\$ 14,000,000	46.2%
Operating Funds							
General Fund	12,185,900	3,905,693	2,682,500	954,500	1,766,200	1,217,820	16.6%
Street Maintenance Fund	5,049,417	1,801,609	1,526,609	1,526,609	1,900,000	1,526,609	9.7%
KDC Fund	5,363,506	715,000	1,070,000	1,142,500	1,362,750	996,025	7.8%
Water and Wastewater Fund	4,190,150	1,720,000	1,310,000	1,045,000	1,100,000	1,100,000	7.6%
Drainage Utility Fund	1,250,000	595,000	525,000	325,000	325,000	-	2.2%
Total Operating Funds	\$ 28,038,973	\$ 8,737,302	\$ 7,114,109	\$ 4,993,609	\$ 6,453,950	\$ 4,840,454	43.9%
Impact Fee Funds							
Park Development Fees	903,240	-	-	-	-	-	0.7%
Roadway Impact Fees	1,587,500	-	462,500	462,500	1,000,000	-	2.6%
Water Impact Fees	4,921,620	-	-	-	-	-	3.6%
Wastewater Impact Fees	909,750	-	90,000	-	-	-	0.7%
Total Impact Fee Funds	\$ 8,322,110	\$ -	\$ 552,500	\$ 462,500	\$ 1,000,000	\$ -	7.5%
Other Sources							
Grant Revenue	481,060	-	-	-	-	-	0.4%
Interest Income	-	-	-	-	-	-	0.0%
Other Sources	2,076,280	627,222	-	-	-	-	2.0%
Total Other Sources	\$ 2,557,340	\$ 627,222	\$ -	\$ -	\$ -	\$ -	2.3%
TOTAL	\$ 59,482,451	\$ 19,064,524	\$ 11,666,609	\$ 10,456,109	\$ 17,453,950	\$ 18,840,454	100.0%



CAPITAL IMPROVEMENT PROJECT FUNDS

CAPITAL IMPROVEMENT PROJECT TYPE SUMMARY

	FY 2018-19 & Prior	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% of Total
Street Projects	18,621,817	6,873,302	4,921,609	8,193,609	14,916,200	12,994,429	48.6%
Parks & Recreation Projects	6,798,486	499,000	1,070,000	1,142,500	1,362,750	996,025	8.7%
Facilities Projects	6,787,243	8,627,222	-	-	-	-	11.3%
Water Projects	22,045,100	1,400,000	4,350,000	175,000	350,000	4,350,000	23.9%
Wastewater Projects	3,979,805	720,000	800,000	620,000	500,000	500,000	5.2%
Drainage Utility Projects	1,250,000	945,000	525,000	325,000	325,000	-	2.5%
TOTAL	\$ 59,482,451	\$ 19,064,524	\$ 11,666,609	\$ 10,456,109	\$ 17,453,950	\$ 18,840,454	100.0%



City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS							
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds					
FACILITIES/GENERAL GOVERNMENTAL																		
Economic Development Incentives	1,500,000																	
MSC Improvements	100,000													100,000				
TOTAL FY 2016 FACILITIES/GENERAL	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,500,000
Fire Station Rehab & Bays	2,671,754						2,671,754											
TOTAL FY 2017 FACILITIES/GENERAL	\$ 2,671,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,671,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Station Rehab & Bays	315,489																	
TOTAL FY 2018 FACILITIES/GENERAL	\$ 315,489	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 315,489
Keller Pointe Locker Room Renovation	600,000		600,000															
New Senior Activity Center	1,600,000																	
TOTAL FY 2019 FACILITIES/GENERAL	\$ 2,200,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600,000
Indoor Pool Repairs	397,222		397,222															
Keller Pointe Locker Room Renovation	230,000		230,000															
New Senior Activity Center	8,000,000						8,000,000											
TOTAL FY 2020 FACILITIES/GENERAL	\$ 8,627,222	\$ -	\$ 627,222	\$ -	\$ -	\$ -	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
FM 1938 Ext.	41,510				35,915							5,595		
2016 Sidewalk Construction	30,000													30,000
Wall Price-Keller Road Improvements	571,320													571,320
Keller Hicks Quiet Zone / Road Widening Project	267,841													267,841
Mt. Glead and US 377 Intersection Improvements	34,180								34,180					
2016 Street Reconstruction Project	842,378								842,378					
2017 Street Reconstruction Project	75,000								75,000					
Old Town Keller RR Tunnel	4,000,000													4,000,000
TOTAL FY 2016 STREET SYSTEM	\$ 5,862,229	\$ -	\$ -	\$ -	\$ 35,915	\$ -	\$ -	\$ -	\$ 951,558	\$ -	\$ -	\$ 5,595	\$ -	\$ 4,869,161
FM 1709 and Keller Smithfield Road Intersection	250,000													250,000
FM 1709 and Rufe Snow Drive Intersection	250,000													250,000
2017 Sidewalk Construction	80,000													80,000
Keller Hicks Quiet Zone/Improvements	1,927,159						1,927,159							
Mt. Glead and US 377 Intersection Improvement	495,820						495,820							
2017 Street Reconstruction Project	1,000,000								1,000,000					
2018 Street Reconstruction Project	75,000								75,000					
TOTAL FY 2017 STREET SYSTEM	\$ 4,077,979	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,422,979	\$ -	\$ 1,075,000	\$ -	\$ -	\$ -	\$ -	\$ 580,000
Johnson Road Reconstruction (RS to C)	925,000			462,500										231,250
2018 Tarrant County Street Reconstruction	350,000													350,000
2018 Street Reconstruction Project	1,535,000								1,535,000					
2019 Street Reconstruction Project	75,000								75,000					
N/S Portal Signs	50,000													50,000
2018 Sidewalk Construction	30,000													30,000
2017 Street Reconstruction Project	(1,000,000)								(1,000,000)					
Wall Price-Keller Road Improvements	655,000								655,000					
2018 Sidewalk Repair	100,000													100,000
TOTAL FY 2018 STREET SYSTEM	\$ 2,720,000	\$ -	\$ -	\$ 462,500	\$ -	\$ -	\$ -	\$ 1,496,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 761,250

STREET SYSTEM

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds
Bear Creek / Whitley Roundabout	925,000												925,000
Bear Creek / Keller Smithfield Signal	250,000			125,000									125,000
Johnson Road Reconstruction (RS to C)	2,000,000			1,000,000									1,000,000
2019 Tarrant County Street Reconstruction	350,000												350,000
2019 Street Reconstruction Project	1,451,609							1,451,609					
Utility Relocations - Street Projects	750,000		500,000								250,000		
2020 Street Reconstruction Project	75,000							75,000					
2019 Sidewalk Construction & Repairs	160,000												160,000
TOTAL FY 2019 STREET SYSTEM	\$ 5,961,609	\$ -	\$ 500,000	\$ 1,125,000	\$ -	\$ -	\$ -	\$ 1,526,609	\$ -	\$ -	\$ 250,000	\$ -	\$ 2,560,000

NTP & Lakeview	150,000													150,000
Pavement Seepage	150,000							150,000						
UPRR Pedestrian Crossing	150,000													150,000
Vine Street Drainage	25,000													25,000
Pavement Condition Study	125,000							125,000						
Bear Creek / Whitley Roundabout	1,229,000													1,229,000
Johnson Road Reconstruction (RS to C)	3,016,000					800,000		216,000						2,000,000
Utility Relocations - Street Projects	150,000										150,000			
2020 Street Reconstruction Project	1,451,609							1,451,609						
2021 Street Reconstruction Project	75,000							75,000						
2020 Sidewalk Construction & Repairs	351,693													351,693
TOTAL FY 2020 STREET SYSTEM	\$ 6,873,302	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 216,000	\$ 1,801,609	\$ -	\$ -	\$ 150,000	\$ -	\$ 3,905,693	

2021 Street Reconstruction Project	1,451,609							1,451,609						
Bourland/Mt. Gilead Roundabout	925,000			462,500										462,500
2022 Street Reconstruction Project	75,000							75,000						
Utility Relocations - Street Projects	250,000										250,000			
Shady Grove (KS to S)	2,000,000													2,000,000
2021 Sidewalk Construction & Repairs	220,000													220,000
TOTAL FY 2021 STREET SYSTEM	\$ 4,921,609	\$ -	\$ -	\$ 462,500	\$ -	\$ -	\$ -	\$ 1,526,609	\$ -	\$ -	\$ 250,000	\$ -	\$ 2,682,500	

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
2022 Street Reconstruction Project	1,451,609									1,451,609				
2023 Street Reconstruction Project	75,000									75,000				
Master Thoroughfare Plan (MTP)	250,000													250,000
Elm Street/OTK Rds	5,000,000						5,000,000							
Utility Relocations - Street Projects	250,000											250,000		
Mt. Gilead & Roanoke Roundabout	925,000			462,500										462,500
2022 Sidewalk Construction & Repairs	242,000													242,000
TOTAL FY 2022 STREET SYSTEM	\$ 8,193,609	\$ -	\$ -	\$ 462,500	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ 1,526,609	\$ -	\$ 250,000	\$ -	\$ 954,500
2023 Street Reconstruction Project	1,325,000									1,325,000				
2024 Street Reconstruction Project	75,000									75,000				
Elm Street/OTK Rds	10,000,000						10,000,000							
Bourland (MTG to B)	2,000,000			1,000,000										1,000,000
Utility Relocations - Street Projects	250,000											250,000		
North Keller Sidewalk Improvements	1,000,000									500,000				500,000
2023 Sidewalk Construction & Repairs	286,200													286,200
TOTAL FY 2023 STREET SYSTEM	\$ 14,916,200	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 10,000,000	\$ -	\$ -	\$ 1,900,000	\$ -	\$ 250,000	\$ -	\$ 1,766,200
2024 Street Reconstruction Project	1,451,609									1,451,609				
2025 Street Reconstruction Project	75,000									75,000				
Whitley & Rapp Roundabout	925,000													925,000
Utility Relocations - Street Projects	250,000											250,000		
Whitley (NTP to Rapp)	10,000,000						10,000,000							
2024 Sidewalk Construction & Repairs	292,820													292,820
TOTAL FY 2024 STREET SYSTEM	\$ 12,994,429	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ -	\$ -	\$ 1,526,609	\$ -	\$ 250,000	\$ -	\$ 1,217,820

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS							
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds				
PARK SYSTEM																	
Trail Canopy Extension Phase II	50,000										50,000						
Overton Ridge Park	45,630										45,630						
Milestone Park	74,370										74,370						
Keller Sports Park Master Plan	180,000										180,000						
Keller Smithfield Parking Lot Expansion	100,000										100,000						
Misc. Park Improvements	903,240					903,240											
2016 Trail System Expansion	250,000										250,000						
Mt. Gilead Trail	601,060	481,060									120,000						
TOTAL FY 2016 PARK SYSTEM	\$ 2,204,300	\$ 481,060	\$ -	\$ -	\$ -	\$ 903,240	\$ -	\$ -	\$ -	\$ -	\$ 820,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Senior Center Needs Study	70,000										70,000						
2017 Trail System Expansion	250,000										250,000						
2016 Trail System Expansion	(165,000)										(165,000)						
Mt. Gilead Trail	165,000										165,000						
2017 Matching Grant Program	100,000										100,000						
TOTAL FY 2017 PARK SYSTEM	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Milestone Park	710,903										710,903						
2018 Parks Capital Replacement Program	100,000										100,000						
2017 Matching Grant Program	50,680		50,680														
2018 Trail System Expansion	250,000										250,000						
TOTAL FY 2018 PARK SYSTEM	\$ 1,111,583	\$ -	\$ 50,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overton Ridge Park	2,472,603										2,472,603						
Bear Creek Restroom Pavilion	240,000										240,000						
2019 Parks Capital Replacement Program	100,000										100,000						
2019 Trail System Expansion	250,000										250,000						
TOTAL FY 2019 PARK SYSTEM	\$ 3,062,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,062,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
2020 Parks Capital Replacement Program	100,000							100,000						
2020 Trail System Expansion	34,000							34,000						
Keller Sports Park Parking Lot Improvements - C Pad	185,000							185,000						
TBD Playground Replacement	180,000							180,000						
TOTAL FY 2020 PARK SYSTEM	\$ 499,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 499,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2021 Parks Capital Replacement Program	100,000							100,000						
2021 Trail System Expansion	275,000							275,000						
Keller Sports Park Parking Lot Improvements - Baseball	600,000							600,000						
TBD Playground Replacement	95,000							95,000						
TOTAL FY 2021 PARK SYSTEM	\$ 1,070,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,070,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022 Parks Capital Replacement Program	100,000							100,000						
2022 Trail System Expansion	302,500							302,500						
TBD Playground Replacement	150,000							150,000						
Keller Sports Park Parking Lot Improvements - Softball	590,000							590,000						
TOTAL FY 2022 PARK SYSTEM	\$ 1,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Parks Capital Replacement Program	100,000							100,000						
2023 Trail System Expansion	332,750							332,750						
Johnson Road Park Improvements	400,000							400,000						
TBD Playground Replacement	150,000							150,000						
Keller Sports Park Parking Lot Improvements - B Pad	380,000							380,000						
TOTAL FY 2023 PARK SYSTEM	\$ 1,362,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,362,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024 Parks Capital Replacement Program	100,000							100,000						
2024 Trail System Expansion	366,025							366,025						
TBD Playground Replacement	150,000							150,000						
Keller Sports Park Parking Lot Improvements - A Pad	380,000							380,000						
TOTAL FY 2024 PARK SYSTEM	\$ 996,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 996,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS		
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage
WATER SYSTEM												
Alta Vista 30" Transmission Main	1,042,715											
Alta Vista Pump Station	778,505				1,042,715							
Water Quality Study	49,400		49,400		778,505							
N. Main St. 8" Water Line (Tommy Tackett Addition)	50,000				50,000							
S. Elm St. 8" Water Line	26,200		26,200									
TOTAL FY 2016 WATER SYSTEM	\$ 1,946,820	\$ -	\$ 75,600	\$ -	\$ 1,871,220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alta Vista 30" Transmission Main (Construction)	4,579,485					1,630,000						
Alta Vista Pump Station	1,630,000					1,630,000						
FW 48" Transmission Main	1,240,000					1,240,000						
2017 SWIFT Projects	4,000,000					4,000,000						
2017 Water Utility Relocations	150,000									150,000		
N. Main St. 8" Water Line (Tommy Tackett Addition)	150,000				150,000							
Update Water Masterplan/Capacity	100,000									100,000		
TOTAL FY 2017 WATER SYSTEM	\$ 11,849,485	\$ -	\$ -	\$ -	\$ 3,099,485	\$ 8,500,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -
2018 Water Service Replacements	25,000									25,000		
2018 Large Valve Replacements	25,000									25,000		
S. Elm St. 8" Water Line (Construction)	200,000									200,000		
N. Main St. 8" Water Line (Tommy Tackett Addition)	150,000									150,000		
2018 Water Utility Relocations	150,000									150,000		
Chisholm Tr. Water Tank Removal	100,000									100,000		
Hwy. 377 12" Water Lines	100,000				100,000							
TOTAL FY 2018 WATER SYSTEM	\$ 750,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
2019 Water Service Replacements	64,750											64,750		
2019 Large Valve Replacements	64,750											64,750		
Update Water Masterplan/Condition	125,000											125,000		
Tank Maintenance	175,000											175,000		
Lavena Water Line Ext.	100,000											100,000		
Alta Vista 30" Transmission Main (Construction)	2,107,800						2,107,800							
Alta Vista Pump Station	4,861,495						4,861,495							
TOTAL FY 2019 WATER SYSTEM	\$ 7,498,795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,969,295	\$ -	\$ -	\$ -	\$ -	\$ 529,500	\$ -	\$ -
Tank Maintenance	175,000											175,000		
Hwy. 377 12" Water Lines	900,000						900,000							
AWIA Emergency Risk, Resiliency, & Response	200,000											200,000		
Update Water Masterplan/Condition Assessment	125,000											125,000		
TOTAL FY 2020 WATER SYSTEM	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -
2021 SWIFT	4,000,000						4,000,000							
Tank Maintenance	350,000											350,000		
TOTAL FY 2021 WATER SYSTEM	\$ 4,350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -
Tank Maintenance	175,000											175,000		
TOTAL FY 2022 WATER SYSTEM	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -
Tank Maintenance	350,000											350,000		
TOTAL FY 2023 WATER SYSTEM	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -
2024 SWIFT	4,000,000						4,000,000							
Tank Maintenance	350,000											350,000		
TOTAL FY 2024 WATER SYSTEM	\$ 4,350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS		
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage
WASTEWATER SYSTEM												
FM 1709 SS Extension	600,000				600,000							
US 377 Sanitary Sewer Project	125,000										125,000	
Big Bear East Collector Line Replacement	75,000				75,000							
Big Bear Creek Interceptor Ph II	259,805				49,750						210,055	
2017 SS Evaluation Study	200,000										200,000	
2017 Mains & Services Replacements	300,000										300,000	
2017 SS Utility Relocations	100,000										100,000	
TOTAL FY 2017 WASTEWATER SYSTEM	\$ 1,659,805	\$ -	\$ 724,750	\$ 724,750	\$ 724,750	\$ -	\$ -	\$ 935,055	\$ 935,055	\$ -	\$ 935,055	\$ -
WASTEWATER SYSTEM												
US 377 Sanitary Sewer Project	837,500		600,000								237,500	
2018 SS Evaluation Study	100,000										100,000	
2018 Mains & Services Replacements	300,000										300,000	
2018 SS Utility Relocations	100,000										100,000	
TOTAL FY 2018 WASTEWATER SYSTEM	\$ 1,337,500	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 737,500	\$ -
WASTEWATER SYSTEM												
2019 Mains & Services Replacements	300,000										300,000	
US 377 Sanitary Sewer Project	487,500		250,000								237,500	
Big Bear West Interceptor Line Replacement	75,000										75,000	
2019 SS Evaluation Study/IdI	120,000										120,000	
TOTAL FY 2019 WASTEWATER SYSTEM	\$ 982,500	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 732,500	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
Big Bear West Interceptor Line Replacement	500,000											500,000		
2020 SS Evaluation Study/I&I	120,000											120,000		
2020 SS Evaluation Study/Condition Assessment	100,000											100,000		
TOTAL FY 2020 WASTEWATER SYSTEM	\$ 720,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 720,000	\$ -	\$ -
2021 Mains & Services Replacements	500,000											500,000		
2021 SS Evaluation Study/Capacity Analysis	180,000				90,000							90,000		
2021 SS Evaluation Study/I&I	120,000											120,000		
TOTAL FY 2021 WASTEWATER SYSTEM	\$ 800,000	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710,000	\$ -	\$ -
2022 Mains & Services Replacements	500,000											500,000		
2022 SS Evaluation Study/I&I	120,000											120,000		
TOTAL FY 2022 WASTEWATER SYSTEM	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620,000	\$ -	\$ -
2023 Mains & Services Replacements	500,000											500,000		
TOTAL FY 2023 WASTEWATER SYSTEM	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -
2024 Mains & Services Replacements	500,000											500,000		
TOTAL FY 2024 WASTEWATER SYSTEM	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES		Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees		Park Land Ded	KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds
DRAINAGE UTILITY SYSTEM													
2016 Unanticipated Drainage Projects - Balance	200,000											200,000	
Barbara Lane Drainage Project	50,000											50,000	
TOTAL FY 2016 DRAINAGE UTILITY	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
2017 Unanticipated Drainage Projects	200,000											200,000	
Barbara Lane Drainage Project	300,000											300,000	
TOTAL FY 2017 DRAINAGE UTILITY	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
2018 Unanticipated Drainage Projects	200,000											200,000	
2016 Unanticipated Drainage Projects	(62,000)											(62,000)	
2017 Unanticipated Drainage Projects	(100,000)											(100,000)	
Barbara Lane Drainage Project	100,000											100,000	
Highland Oaks Crossing/Gabian Repair	62,000											62,000	
TOTAL FY 2018 DRAINAGE UTILITY	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
Drainage Master Plan	150,000											150,000	
Woods Drive	150,000											150,000	
TOTAL FY 2019 DRAINAGE UTILITY	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	
Nightingale Culvert Ph 1	325,000											325,000	
Drainage Master Plan	200,000											200,000	
Barbara Lane WW Line	350,000									350,000		-	
Shady Lane South	70,000											70,000	
TOTAL FY 2020 DRAINAGE UTILITY	\$ 945,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 595,000	
Nightingale Culvert Ph 2	325,000											325,000	
Drainage Master Plan	200,000											200,000	
TOTAL FY 2021 DRAINAGE UTILITY	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,000	
Bear Creek Culvert Ph 1	325,000											325,000	
TOTAL FY 2022 DRAINAGE UTILITY	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	

City of Keller 5-year CIP Schedule

Project	Estimated Cost	RESTRICTED FUNDS		IMPACT FEES			Debt	SALES TAX OPTIONS			OPERATING FUNDS			
		Grant	Other	Street Impact Fees	Utility Impact Fees	Park Land Ded		KDC	Street Maint	KCCPD	W/WW Funds	Drainage	GF Funds	
Bear Creek Culvert Ph 2	325,000												325,000	
TOTAL FY 2023 DRAINAGE UTILITY	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -
TOTAL FY 2024 DRAINAGE UTILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ALL PROJECTS AND YEARS	\$ 136,964,097	\$ 481,060	\$ 2,703,502	\$ 3,512,500	\$ 5,921,370	\$ 903,240	\$ 63,264,028	\$ 10,649,781	\$ 13,330,853	\$ -	\$ 10,465,150	\$ 3,020,000	\$ 22,712,613	\$ -



This page intentionally left blank

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 Funds 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.



This page intentionally left blank

ROADWAY IMPACT FEE FUND

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Roadway Impact Fees	\$ 454,044	\$ -	\$ 520,491	\$ -	\$ -
Interest Earnings	95,636	-	106,450	-	-
TOTAL	\$ 549,679	\$ -	\$ 626,941	\$ -	\$ -

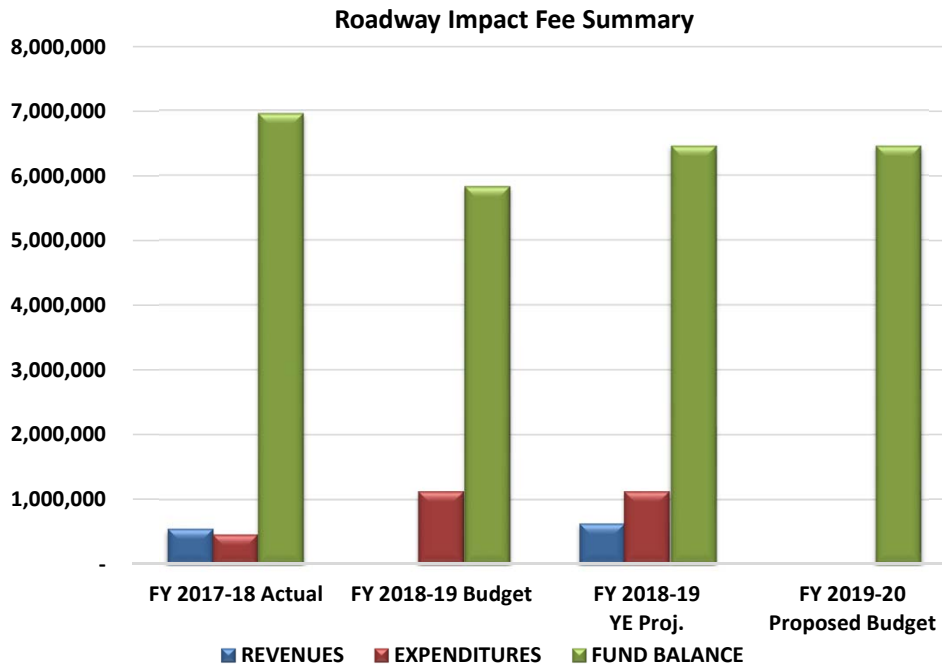
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Street Improvements	\$ 462,500	\$ 1,125,000	\$ 1,125,000	\$ -	\$ (1,125,000)
TOTAL	\$ 462,500	\$ 1,125,000	\$ 1,125,000	\$ -	\$ (1,125,000)

ROADWAY IMPACT FEE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 549,679	\$ -	\$ 626,941	\$ -	\$ -
EXPENDITURES	462,500	1,125,000	1,125,000	-	(1,125,000)
VARIANCE	87,179	(1,125,000)	(498,059)	-	1,125,000
FUND BALANCE	\$ 6,953,958	\$ 5,828,958	\$ 6,455,899	\$ 6,455,899	\$ 626,941



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Park Development Fees	\$ 113,773	\$ -	\$ 116,000	\$ -	\$ -
Interest Earnings	3,512	-	6,240	-	-
TOTAL	\$ 117,285	\$ -	\$ 122,240	\$ -	\$ -

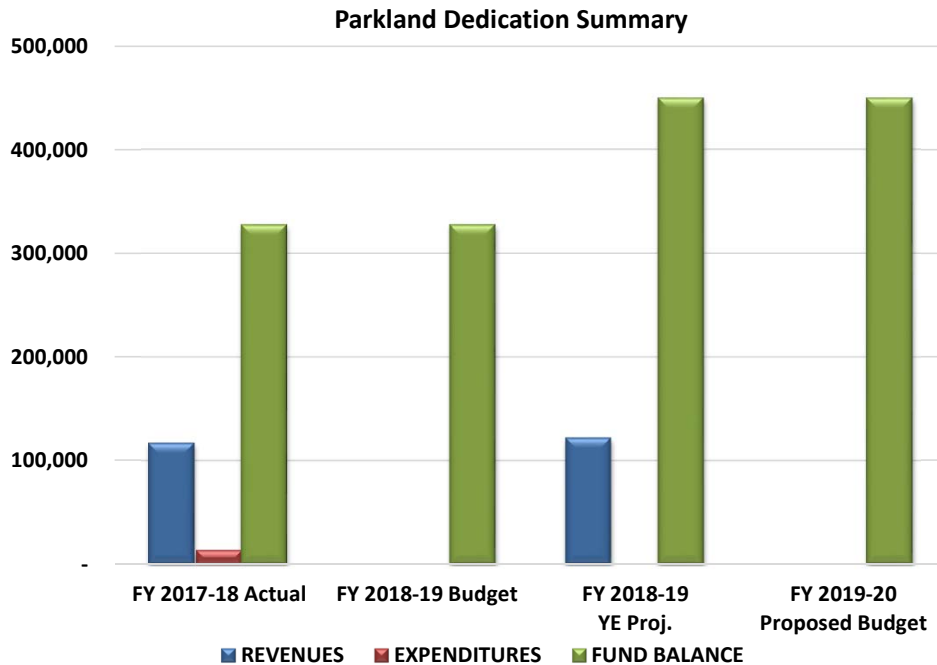
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Park Improvements/ Land Acquisition	\$ 13,958	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 13,958	\$ -	\$ -	\$ -	\$ -

PARK DEVELOPMENT FEE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 117,285	\$ -	\$ 122,240	\$ -	\$ -
EXPENDITURES	13,958	-	-	-	-
VARIANCE	103,327	-	122,240	-	-
FUND BALANCE	\$ 328,232	\$ 328,232	\$ 450,472	\$ 450,472	\$ 122,240



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

WATER IMPACT FEE FUND

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 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Water Impact Fees	\$ 176,699	\$ -	\$ 251,922	\$ -	\$ -
Interest Earnings	-	-	1,999	-	-
TOTAL	\$ 394,681	\$ -	\$ 253,922	\$ -	\$ -

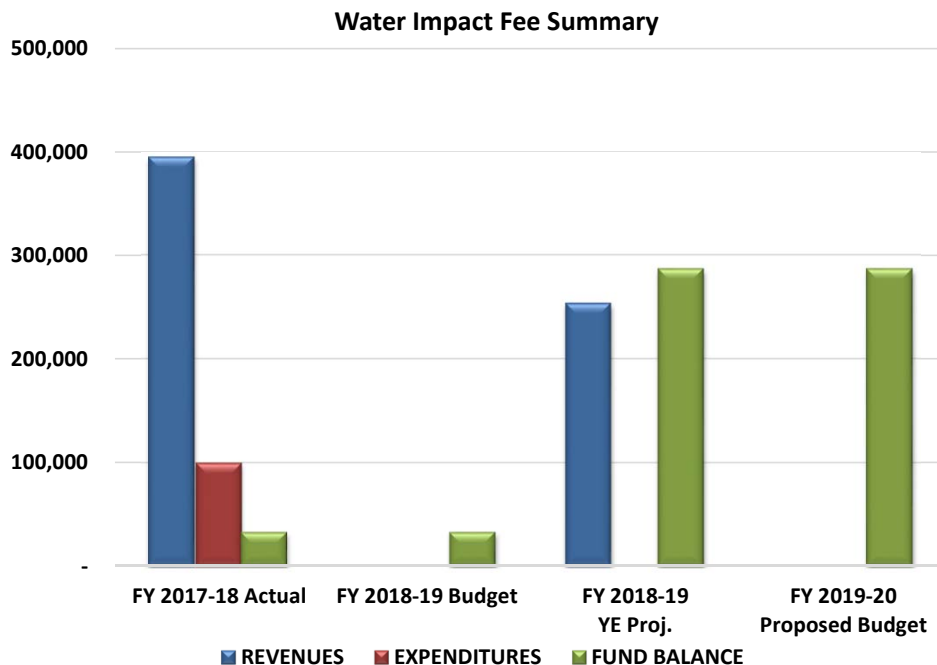
EXPENDITURE SUMMARY

EXPENDITURES BY DIVISION:	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Water Improvements	\$ 100,000	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 100,000	\$ -	\$ -	\$ -	\$ -

WATER IMPACT FEE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 394,681	\$ -	\$ 253,922	\$ -	\$ -
EXPENDITURES	100,000	-	-	-	-
VARIANCE	294,681	-	253,922	-	-
FUND BALANCE	\$ 32,950	\$ 32,950	\$ 286,872	\$ 286,872	\$ 253,922



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
No personnel for this fund	-	-	-	-	-
TOTAL	-	-	-	-	-

WASTEWATER IMPACT FEE FUND

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

<i>REVENUES:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Wastewater Impact Fees	\$ 186,171	\$ -	\$ 193,882	\$ -	\$ -
Interest Earnings	41,806	-	50,553	-	-
TOTAL	\$ 227,976	\$ -	\$ 244,435	\$ -	\$ -

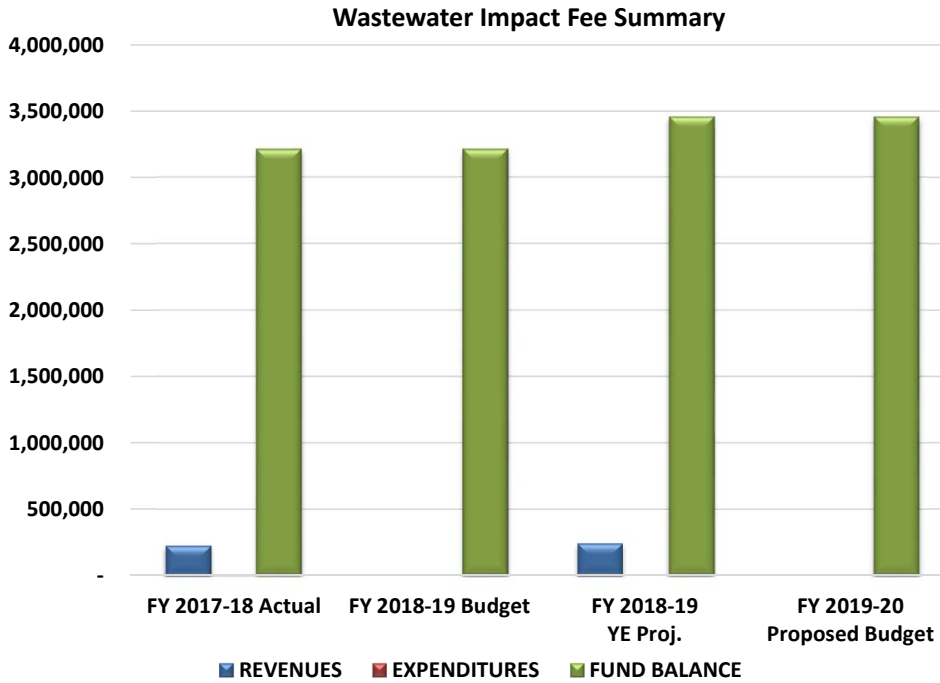
EXPENDITURE SUMMARY

<i>EXPENDITURES BY DIVISION:</i>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
Wastewater Improvements	\$ 2,000	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,000	\$ -	\$ -	\$ -	\$ -

WASTEWATER IMPACT FEE FUND

FUND BALANCE SUMMARY

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 Proposed Budget	Budget Variance (\$)
REVENUES	\$ 227,976	\$ -	\$ 244,435	\$ -	\$ -
EXPENDITURES	2,000	-	-	-	-
VARIANCE	225,976	-	244,435	-	-
FUND BALANCE	\$ 3,214,589	\$ 3,214,589	\$ 3,459,024	\$ 3,459,024	\$ 244,435



PERSONNEL SUMMARY

(Full-time Equivalent Positions - Includes Vacant Positions)

<u>DEPARTMENT / DIVISION:</u>	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 YE Proj.	FY 2019-20 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 the budget adoption ordinances, a fee schedule, various financial policies, the basis for accounting, the fund accounting, various property tax analysis, a sales tax analysis, a summary of FTEs, a list of acronyms, and a glossary.

City of **KELLER**



This page intentionally left blank

FY 2019-20 KELLER FEE SCHEDULE

Sec. 1 - Building Services

Residential Building	<p>\$0.84 per Square Foot</p> <p>Example: Square Feet: 2,500 = $\\$0.84 \times 2,500 = \\$2,100$</p>
Residential Additions	Same as Proposed Residential Building
Residential Alterations	Same as Proposed Residential Building
Accessory Buildings	Same as Proposed Residential Building
Building Permit Fees – Commercial	<p>\$23.50 \$1-\$500 construction value (cv)</p> <p>\$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;</p> <p>\$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;</p>
Building Permit Fees – Commercial (cont.)	<p>\$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;</p> <p>\$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;</p> <p>\$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;</p> <p>\$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;</p> <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</p> <p>*Only charged when no building permit is issued for construction.</p>

FY 2019-20 KELLER FEE SCHEDULE

Electrical 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. Electrical Permit	\$50/permit *Only charged when no building permit is issued for construction
Grading Permit / Tree Removal –Non Building Permit Related	\$25 per lot – residential \$100 per lot – commercial \$25 per acre – agricultural / undeveloped
Property Maintenance Fee	Actual cost for property maintenance, plus \$250 administration fee
Lien Fee	Actual cost for filing lien, plus \$250 administration fee and annual interest penalty of 10% to be applied monthly
Fence Permit	\$50 \$0 (Replacement)
Mechanical (HVAC) 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. Mechanical (HVAC) Permit	\$50/permit *Only charged when no building permit is issued for construction
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

FY 2019-20 KELLER FEE SCHEDULE

Re-Inspection Fee	\$50 / for each additional re-inspection *Only assessed after an inspection fails more than once for the same 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	\$50.00
Demolition Permit	\$50
Network Node (Small Cell) Permit Application Fee	\$320 per application
Network Node (Small Cell) Right of Way Use Fee	\$28 per node, per month
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
Map Printing Fees (new)	11" x 17" = None 22" x 34" = \$15 24" x 36" = \$15 36" x 48" and larger = \$25
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%

FY 2019-20 KELLER FEE SCHEDULE

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
Water Service Tap/Meter (Corporate City Limits) (cont.)	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 * 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 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.

FY 2019-20 KELLER FEE SCHEDULE

Sewer Service Tap (Corporate City Limits)	<p>\$350 – 4-inch tap within the City (if contractor required due to extenuating circumstances, contractor costs are to be borne by the applicant)</p> <p>Actual cost – larger than 4-inch tap within the City</p> <p>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</p>
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	<ul style="list-style-type: none"> • Existing buildings/facilities – actual cost of materials • New buildings/facilities and existing buildings/facilities with privately funded improvements exceeding \$50,000 – no cost <p>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</p>
Miscellaneous right-of-way encroachment, dedication or abandonment	\$100 each
Miscellaneous easement dedication or abandonment	\$100 each
Preliminary Plat	N/A (see 'Plat' info below)
Final Plat	N/A (see 'Plat' info below)
Replat	\$400 per application plus \$20 per lot residential (exceeding one lot); \$350 per application for single family lot
Plat (Preliminary, Final, and Amended)	<p>\$300 per application plus \$20 per lot residential (exceeding one lot); \$250 per application for single residential lot</p> <p>\$300 per application plus \$20 per acre for non-residential</p>
Planned Development	<p>\$400, plus \$10 per acre for planned development, planned development amendment and future land use plan amendment</p> <p>\$250 thoroughfare plan amendment</p>
Specific Use Permit	\$350, plus \$10 per acre
Rezoning Application	\$350, plus \$10 per acre

FY 2019-20 KELLER FEE SCHEDULE

Site Plan Application	<p>\$300 application, plus \$10 per acre</p> <p>\$200 application for minor amendments to previously approved Site Plans</p>
Variance Adjustment	\$200 application
Park Land Dedication	<p>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.</p>
Appeal to Tree Board	<p>Application - \$200</p> <p>\$150 per caliper inch mitigation</p>
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	<p>\$25 resident - 2 hour baseball & softball field plus \$20/2 hour for lights</p> <p>\$100 non-resident - 2 hour baseball & softball field, plus \$20/2 hour for lights</p> <p>\$50 per pad, per day for soccer pad, plus \$15/2 hour for lights</p> <p>\$200 per pad for 5 days soccer pad, plus \$15/2 hour for lights</p> <p>\$25 resident - 2 hr. multi use field, plus \$17/2 hour for lights</p> <p>\$100 non-resident - 2 hour multi-use, field plus \$17/2 hour for lights</p> <p> </p> <p>\$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</p> <p> </p> <p>Refundable deposits - \$500 refundable security deposit for utilization of facility keys for Keller Sports Park</p>

FY 2019-20 KELLER FEE SCHEDULE

Stage Rental	<p>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.</p> <p>Note: Accessories are only available for rent in conjunction with stage rental.</p> <ul style="list-style-type: none"> · Decorative Stage Skirting, \$15 per day · Audio/Light Technician Stage hand, \$45 per hour (when using lights and audio, a certified stage hand must be utilized.) · Additional 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	<p>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.</p>
Sec. 4 - Sports Fees	
Non-Resident Fee	<p>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.</p>
Sec. 5 - Facility Use Fees	
Library Meeting Room Use	<p>free - residents \$25 for non-residents</p>
Library Membership Fee	<p>free - residents \$25 for non-residents, per family / year \$12.50 for non-resident seniors / year \$ 0.50 replacement card fee</p>
Library Microfilm/fiche and flash drives	<p>\$0.10 per page for microfilm/fiche \$8.11 each for flash drives</p>
Library Copy Machine	<p>\$0.10 per page for photocopy \$0.10 per page for black laser printer \$0.25 per page for color laser printer</p>
Library Fees	<p>Fees for damages/missing: DVD case, \$2, Audio or CD case, \$1, replacement CD from audio set, \$7.50</p>
Library Test proctoring	<p>\$20 each</p>

FY 2019-20 KELLER FEE SCHEDULE

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
Exotic Pet Fee, Non-Hazardous	\$20 per animal, per year
Dangerous Dog Registration	\$50 per animal

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)

FY 2019-20 KELLER FEE SCHEDULE

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
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.
Emergency Medical Services (Cont.)	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.

FY 2019-20 KELLER FEE SCHEDULE

Fire Construction Permit Fees	<p>\$23.50 \$1-\$500 cv</p> <p>\$ 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</p> <p>\$ 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</p> <p>\$ 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</p> <p>\$ 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</p>
Contractor Registration Fee	\$50 annually, due January 1st of each year
Fire Construction Permit Fees	<p>\$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</p> <p>\$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</p> <p>\$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</p>
Fire Operational Permit Fees	<p>Tents - \$50 each</p> <p>Open Burning - \$50 each</p>
Fire Apparatus Fees	<p>\$400 hour – Fire apparatus w/crew - 2 hour minimum</p> <p>\$200 hour – Brush truck w/crew - 2 hour minimum</p> <p>\$250 hour – Ambulance w/crew - 2 hour minimum</p> <p>\$150 hour – ATV ambulance w/crew - 2 hour minimum</p> <p>\$280 hour – K.I.S.D. football game, EMS – per game</p> <p>\$75 hour – Inspector - 2 hour minimum</p> <p>\$60 hour – Standby firefighter - 2 hour minimum</p>

FY 2019-20 KELLER FEE SCHEDULE

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
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.

Sec. 9 – Finance

Auction Item Storage Fee	The Buyer will be charged a \$25.00 per day/per LOT storage fee after the final removal day. This fee will be collected from the Buyer at the time of pick up.
---------------------------------	--

FY 2019-20 KELLER FEE SCHEDULE

Sec. 10 - Utility Billing Rates

WATER RATES

RESIDENTIAL/NON-RESIDENTIAL

MINIMUM BILL (1st 2,000 gallons):

	Rates Per Month:
5/8" x 3/4" meter (Class Code A)	\$21.969
3/4" x 3/4" meter (Class Code AB)	\$27.342
1" meter (Class Code B)	\$32.898
1 1/2" meter (Class Code BC)	\$53.511
2" meter (Class Code C)	\$74.123
3" meter (Class Code D)	\$115.381
4" meter (Class Code E)	\$142.745
5" meter (Class Code F)	\$183.993
6" meter (Class Code G)	\$225.218
7" meter (Class Code H)	\$252.626
8" meter (Class Code I)	\$285.567

RESIDENTIAL

Volume/Commodity Charge

	Rates per 1,000 gallons:
0 - 2,000	\$3.119
2,000 - 10,000	\$4.314
10,001 - 20,000	\$4.723
20,001-25,000	\$5.283
25,001 - 40,000	\$6.715
40,000 +	\$7.274

NON-RESIDENTIAL

Volume/Commodity Charge

	Rates per 1,000 gallons:
0 - 2,000	\$3.119
2,001 - 10,000	\$4.314
10,001 - 20,000	\$5.455
20,001 - 25,000	\$6.262
25,001 - 40,000	\$6.715
40,000 +	\$7.274

FY 2019-20 KELLER FEE SCHEDULE

WASTEWATER (SEWER) RATES

RESIDENTIAL/COMMERCIAL

MINIMUM BILL: per 1,000 gals.	Rates Per Month:
5/8" x 3/4" meter (Class Code A)	\$14.581
3/4" x 3/4" meter (Class Code AB)	\$18.088
1" meter (Class Code B)	\$21.586
1 1/2 " meter (Class Code BC)	\$26.764
2" meter (Class Code C)	\$31.932
3" meter (Class Code D)	\$47.271
4" meter (Class Code E)	\$71.171
5" meter (Class Code F)	\$103.518
6" meter (Class Code G)	\$153.207
7" meter (Class Code H)	\$226.723
8" meter (Class Code I)	\$335.585

Volume/Commodity Charge	Rates per 1,000 gallons:
Rates per 1,000 gallons	\$4.408
Rates per 1,000 gallons water usage: (residential up to 20,000 gallons)	
No maximum volume charge on commercial/non-residential	

Drainage Utility Fee Rates

	Per Month:
Residential	\$7.000
All non-residential real property*	Impervious Area X \$7.000
	Impervious Area = Number of Acres X ERU
Property Type:	Equivalent Residential Units (ERU):
Commercial	10.79
Industrial	7.25
Institutional, Churches, Multi-Family	7.25
Parks & Open Space	0.18

* - City, County, School Districts, State and Federal governments are exempt

BUDGET POLICIES

In accordance with Articles V and VIII 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.

BUDGET POLICIES

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.

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.

BUDGET POLICIES

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.

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 wastewater 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 budgeted 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 funds, grant funds, donation funds, impact fee funds, Council approved operating project funds and trust funds for the period beginning October 1 and ending September 30 of the following year. Funds which are funded by non-reoccurring and/or expected revenue sources such as grants, donations, and impacts shall be considered non-budgeted funds. Budgets for capital and Council approved operating project funds are adopted based upon the anticipated time line for completion of the project, 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 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 as defined in the Fund Balance Policy, rather than retained earnings.

2.20 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.

2.21 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 reflect cost of acquisition or construction of the facility, but shall also reflect the annual operating costs of staffing, equipping, operating and insuring of the facility in the impacted operating fund. 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 operating 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 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.

5.2 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).

5.3 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). 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 for construction-related costs 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.

8.8 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 or regionalization 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 - 25% 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% 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%
 - 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%, 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. For enterprise funds, fund balance will be defined as working capital and shall represent current assets minus current liabilities without future bond payments.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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.
9. 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. It is essential that the City of Keller constantly monitor economic conditions and any possible negative impacts on the City's revenues.

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.

Throughout the contingency plan process, the goal is to protect current service levels, while continuing to 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:

Indicators: Serve as warnings that potential budgetary revenue shortfalls are increasing in probability. Staff will monitor state and national economic indicators to identify recessionary or inflationary trends that could negatively impact consumer spending or property values.

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 conditions, 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.
- 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. Level I: The estimated annual revenue is below budget projections for 3 consecutive months. Current economic conditions and indicators may continue.
 - a. Expenditures:
 - i. Freeze newly created positions.
 - ii. Implement a time delay for hiring vacant positions.
 - b. Revenues:
 - i. Identify any potential new revenue sources.
 - c. 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.
 - 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 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 presentation 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.

- **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 & Prevention District Fund							
Street And Sidewalk Improvements Fund							
Debt Service Fund							
Information Services Fund							
Recreation Special Revenue Fund							
Municipal Court Special Revenue Fund							
Public Safety Special Revenue Fund							
PEG Cable Franchise Fee Fund							
Community Clean-Up Fund							
Tax Increment Reinvestment Fund							
Fleet Replacement Fund							
Facility Capital 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							
Park Development Fee Fund ¹							
Roadway Impact Fee Fund ¹							
Water Impact Fee Fund ²							
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						

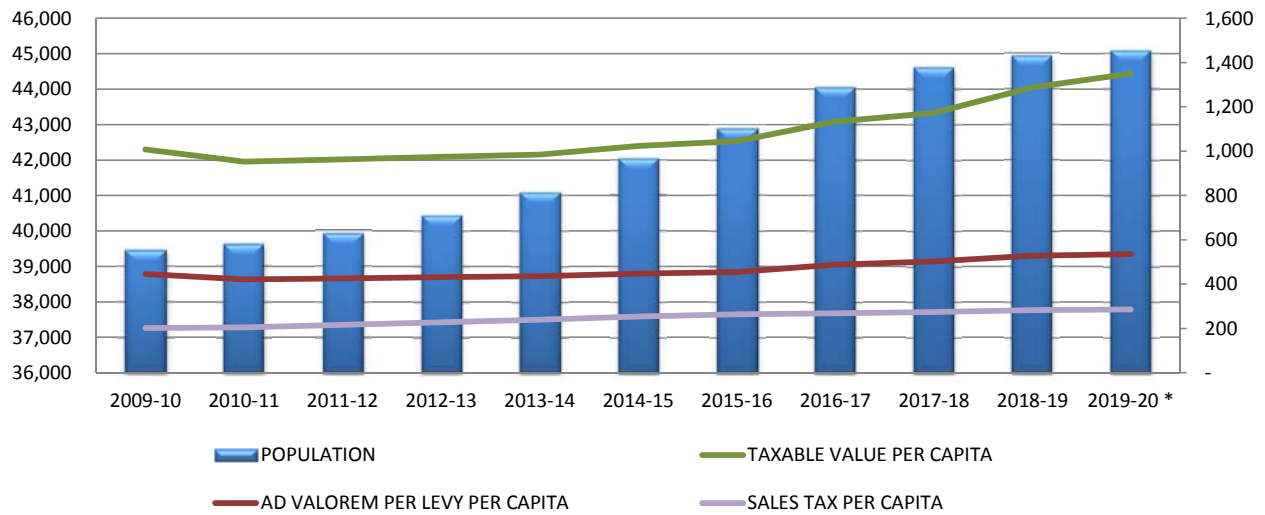
ASSESSED VALUE AND LEVY ANALYSIS

	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
Total Assessed Value	\$ 5,547,767,380	\$ 5,928,042,940	\$ 6,201,052,393
% change	5.12%	6.85%	4.61%
Less Frozen Value	672,850,883	806,353,824	899,174,687
Less TIRZ Value	217,610,787	0	0
Net taxable value	\$ 4,657,305,710	\$ 5,121,689,116	\$ 5,301,877,706
% change	4.06%	9.97%	3.52%
Tax rate per \$100	0.42750	0.41325	0.39990
Taxable Value levy	19,909,982	21,165,380	21,202,209
Levy on frozen properties	2,467,361	2,756,906	3,150,854
Tax levy	\$ 22,377,343	\$ 23,922,286	\$ 24,353,063
Estimated collection rate	99.25%	99.25%	99.25%
Estimated levy collection	\$ 22,209,513	\$ 23,742,869	\$ 24,170,415
% change	4.21%	6.90%	1.80%
Tax Rate Distribution			
General Fund (M&O)	\$ 0.318985	\$ 0.332943	\$ 0.318276
Debt Service Fund (I&S)	0.108515	0.080307	0.081624
TOTAL	0.42750	0.41325	0.39990
% change	(0.58)%	(3.33)%	(3.23)%
Dollar Distribution			
General Fund (M&O)	16,882,737	19,660,642	19,875,273
Debt Service Fund (I&S)	5,326,775	4,082,227	4,327,599
TOTAL	\$ 22,209,513	\$ 23,742,869	\$ 24,202,872
TIRZ Levy			
TIRZ Value	217,610,787	0	0
Tax rate per \$100	0.42750	0.41325	0.39990
Estimated collection rate	99.25%	99.25%	99.25%
TOTAL	\$ 923,309	\$ -	\$ -
% change	5.32%	(100.00)%	N/A
TOTAL ALL LEVY	\$ 23,132,822	\$ 23,742,869	\$ 24,202,872
% change	4.26%	2.64%	1.94%

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
2009-10	39,450	3,976,548,000	1,008	17,583,898	446	7,939,671	201
2010-11	39,627	3,776,173,141	953	16,697,860	421	8,087,781	204
2011-12	39,920	3,845,586,373	963	17,004,798	426	8,615,790	216
2012-13	40,440	3,939,528,881	974	17,420,203	431	9,184,887	227
2013-14	41,090	4,043,888,767	984	17,881,672	435	9,817,738	239
2014-15	42,040	4,304,034,581	1,024	18,816,809	448	10,660,049	254
2015-16	42,890	4,482,783,378	1,045	19,486,211	454	11,312,875	264
2016-17	44,050	4,991,173,391	1,133	21,462,046	487	11,812,753	268
2017-18	44,620	5,234,466,178	1,173	22,377,343	502	12,210,696	274
2018-19	44,940	5,788,817,005	1,288	23,742,869	528	12,700,697	283
2019-20 *	45,090	6,089,788,184	1,351	24,170,415	536	12,900,957	286

Population and Per Capita Growth

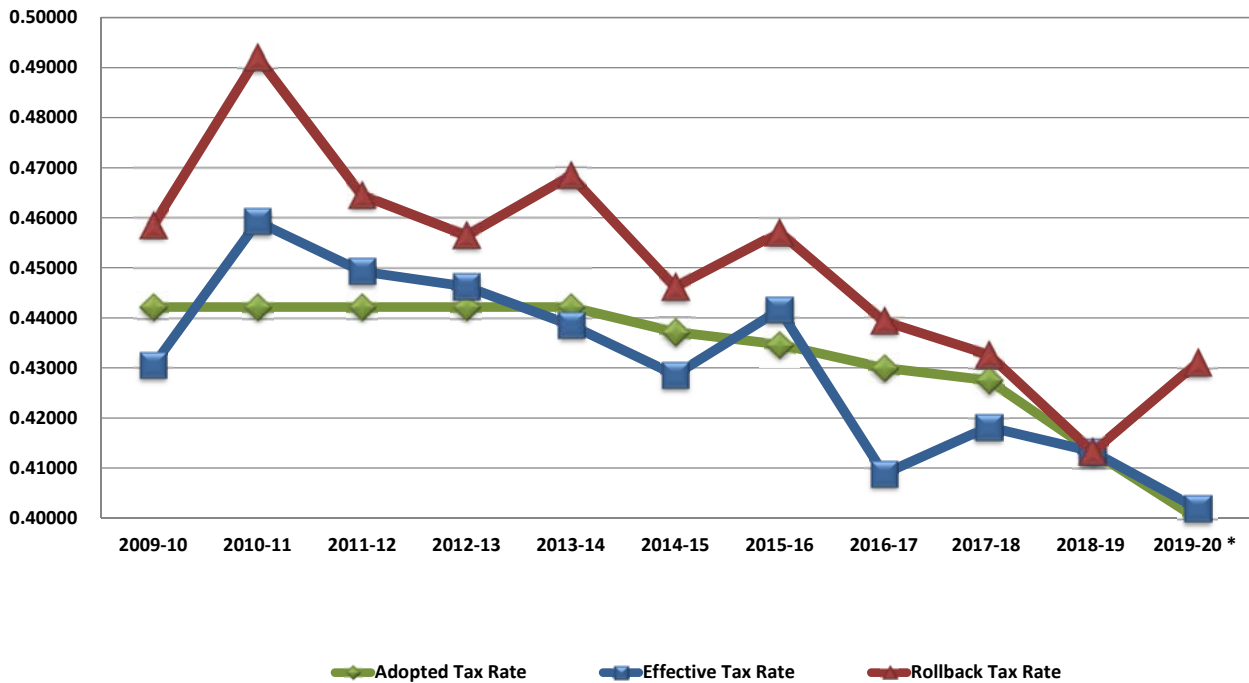


TAX RATES AND AVERAGE HOME VALUE FOR LAST TEN YEARS

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
2009-10	0.44219	0.0100	0.43050	0.0117	0.45850	(0.0163)	263,218	2.09%	1,163.92	4.45%
2010-11	0.44219	-	0.45921	(0.0170)	0.49206	(0.0499)	262,463	-0.29%	1,160.59	-0.29%
2011-12	0.44219	-	0.44928	(0.0071)	0.46452	(0.0223)	263,154	0.26%	1,163.64	0.26%
2012-13	0.44219	-	0.44623	(0.0040)	0.45647	(0.0143)	264,175	0.39%	1,168.16	0.39%
2013-14	0.44219	-	0.43859	0.0036	0.46843	(0.0262)	270,752	2.49%	1,197.24	2.49%
2014-15	0.43719	(0.0050)	0.42862	0.0086	0.44620	(0.0090)	284,237	4.98%	1,242.66	3.79%
2015-16	0.43469	(0.0025)	0.44159	(0.0069)	0.45714	(0.0225)	287,593	1.18%	1,250.14	0.60%
2016-17	0.43000	(0.0047)	0.40885	0.0211	0.43938	(0.0094)	316,629	10.10%	1,361.50	8.91%
2017-18	0.42750	(0.0025)	0.41819	0.0093	0.43269	(0.0052)	329,840	4.17%	1,410.07	3.57%
2018-19	0.41325	(0.0143)	0.41328	(0.0000)	0.41330	(0.0001)	339,361	2.89%	1,402.41	-0.54%
2019-20 *	0.39990	(0.0134)	0.40195	(0.0020)	0.43106	(0.0312)	355,394	4.72%	1,421.22	1.34%

* - FY 2019-20 reflects the proposed rate which will be considered for adoption on September 17, 2019

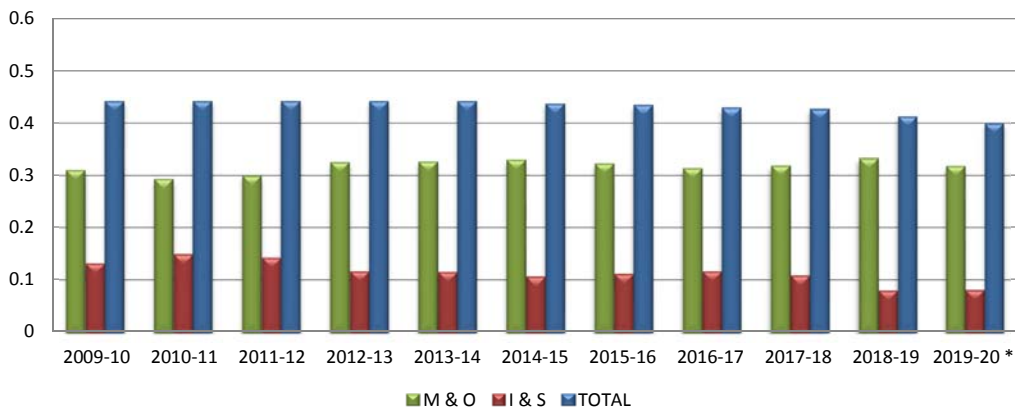
TAX RATE COMPARISONS



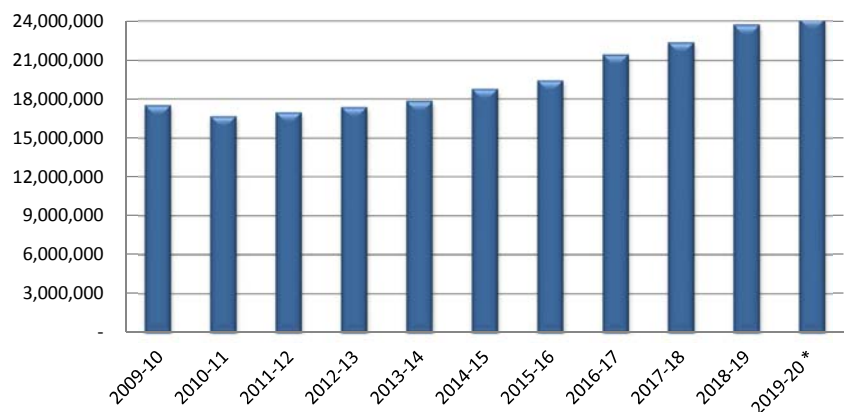
TAXABLE AD VALOREM, RATES, AND LEVIES FOR TEN YEARS

FISCAL YEAR	TAXABLE AD VALOREM	ANNUAL TAXABLE AD VALOREM		M & O	% OF RATE	I & S	% OF RATE	TOTAL	M&O & I&S LEVY	ANNUAL LEVY GROWTH
			GROWTH							
2009-10	\$3,976,548,000		3.5%	0.310090	70.1%	0.132100	29.9%	0.442190	\$17,583,898	5.9%
2010-11	\$3,776,173,141		-5.0%	0.292780	66.2%	0.149410	33.8%	0.442190	\$16,697,860	-5.0%
2011-12	\$3,845,586,373		1.8%	0.298870	67.6%	0.143320	32.4%	0.442190	\$17,004,798	1.8%
2012-13	\$3,939,528,881		2.4%	0.325520	73.6%	0.116670	26.4%	0.442190	\$17,420,203	2.4%
2013-14	\$4,043,888,767		2.6%	0.326460	51.3%	0.115730	26.2%	0.442190	\$17,881,672	2.6%
2014-15	\$4,304,034,581		6.4%	0.330480	75.6%	0.106710	24.4%	0.437190	\$18,816,809	5.2%
2015-16	\$4,482,783,378		4.2%	0.323170	74.3%	0.111520	25.7%	0.434690	\$19,486,211	3.6%
2016-17	\$4,991,173,391		11.3%	0.313578	72.9%	0.116422	27.1%	0.430000	\$21,462,046	10.1%
2017-18	\$5,234,466,178		4.9%	0.318985	74.6%	0.108515	25.4%	0.427500	\$22,377,343	4.3%
2018-19	\$5,788,817,005		10.6%	0.332943	80.6%	0.080307	19.4%	0.413250	\$23,742,869	6.1%
2019-20 *	\$6,089,788,184		5.2%	0.318276	79.6%	0.081624	20.4%	0.399900	\$24,170,415	1.8%

Ad Valorem Rate by Fiscal Year

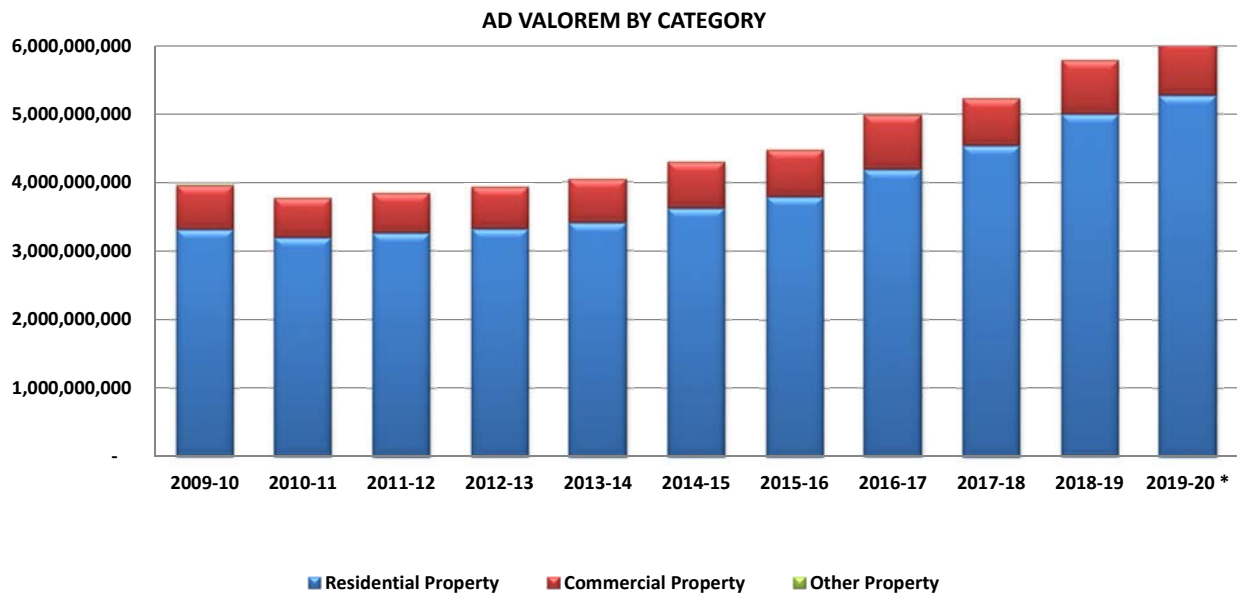


Ad Valorem Levy by Fiscal Year



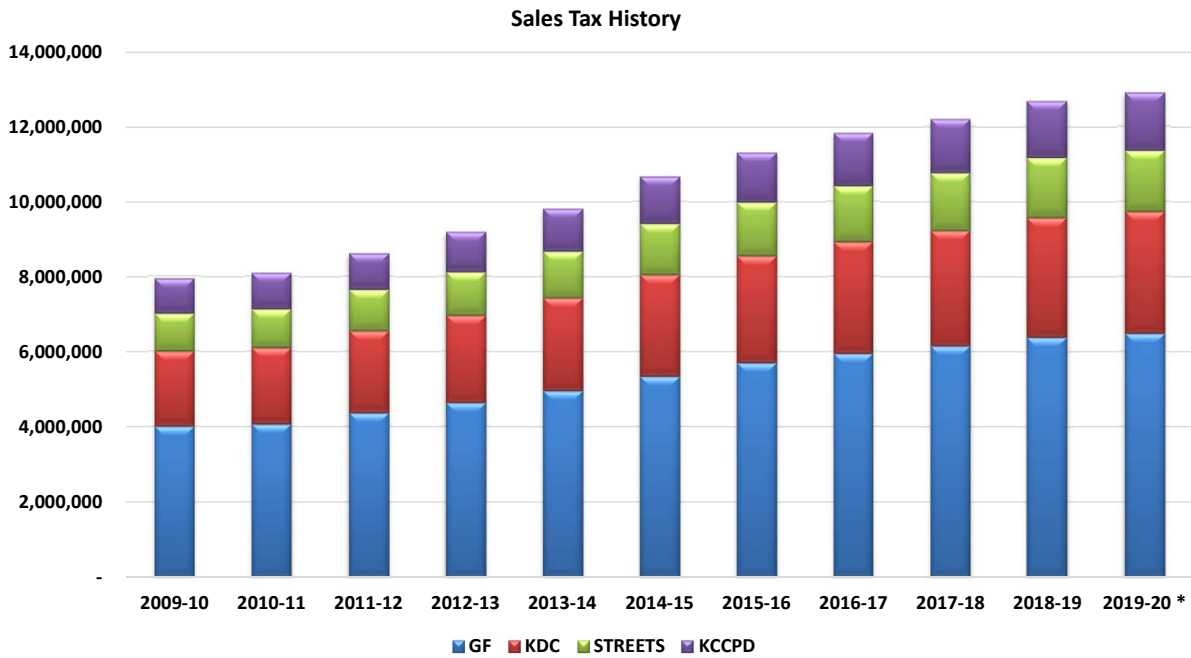
TAXABLE AD VALOREM BY TYPE LAST TEN YEARS

Fiscal Year	Residential Property	% of Total	Commercial Property	% of Total	Other Property	% of Total	Total Taxable Ad Valorem	Annual Taxable Ad Valorem Growth
2009-10	3,316,718,830	83.4%	649,812,152	16.3%	10,017,017	0.3%	3,976,548,000	3.5%
2010-11	3,195,061,371	84.6%	577,254,245	15.3%	3,857,525	0.1%	3,776,173,141	-5.0%
2011-12	3,257,571,151	84.7%	584,583,948	15.2%	3,431,274	0.1%	3,845,586,373	1.8%
2012-13	3,320,504,448	84.3%	616,284,918	15.6%	2,739,515	0.1%	3,939,528,881	2.4%
2013-14	3,403,293,010	84.2%	639,069,078	15.8%	1,526,679	0.0%	4,043,888,767	2.6%
2014-15	3,625,917,225	84.2%	676,781,328	15.7%	1,336,029	0.0%	4,304,034,581	6.4%
2015-16	3,793,250,339	84.6%	685,548,240	15.3%	3,984,800	0.1%	4,482,783,378	4.2%
2016-17	4,189,986,101	83.9%	800,619,329	16.0%	567,960	0.0%	4,991,173,391	11.3%
2017-18	4,541,681,247	86.8%	692,354,454	13.2%	430,477	0.0%	5,234,466,178	4.9%
2018-19	5,000,642,127	86.4%	787,573,892	13.6%	600,985	0.0%	5,788,817,005	10.6%
2019-20 *	5,277,268,282	86.7%	811,872,981	13.3%	646,921	0.0%	6,089,788,184	5.2%



SALES TAX BY FUND LAST TEN FISCAL YEARS

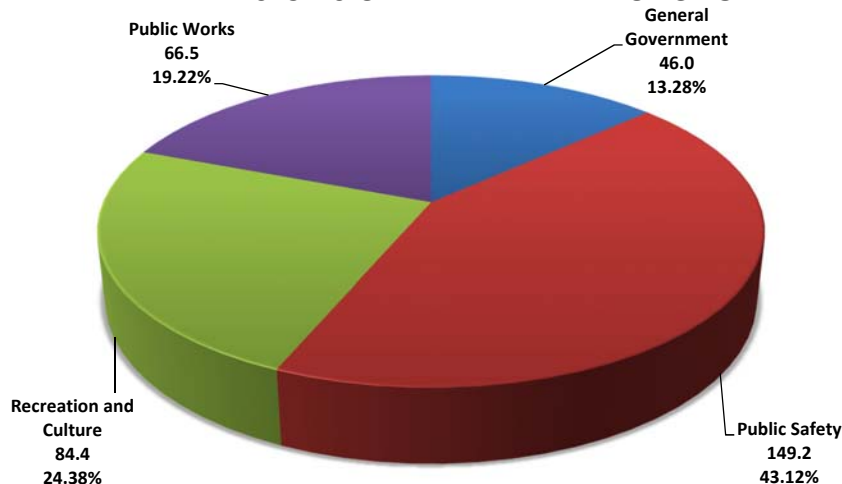
FISCAL YEAR	GENERAL FUND	KELLER DEVELOPMENT COPORATION	STREET MAINTENANCE	KELLER CRIME CONTROL AND PREVENTION DISTRICT	TOTAL	% OF AD VALOREM TAX LEVY	AD VALOREM TAX RATE
2009-10	4,004,193	2,004,557	999,818	931,103	7,939,671	45.2%	\$ 0.1997
2010-11	4,069,146	2,034,573	1,017,287	966,775	8,087,781	48.4%	\$ 0.2142
2011-12	4,368,625	2,184,313	1,092,156	970,696	8,615,790	50.7%	\$ 0.2240
2012-13	4,639,063	2,319,532	1,159,766	1,066,527	9,184,887	52.7%	\$ 0.2331
2013-14	4,960,591	2,480,296	1,240,144	1,136,707	9,817,738	54.9%	\$ 0.2428
2014-15	5,340,418	2,709,927	1,355,162	1,254,542	10,660,049	56.7%	\$ 0.2477
2015-16	5,705,047	2,852,524	1,426,385	1,328,919	11,312,875	58.1%	\$ 0.2524
2016-17	5,945,583	2,972,792	1,486,396	1,407,983	11,812,753	55.0%	\$ 0.2367
2017-18	6,155,624	3,077,812	1,538,906	1,438,354	12,210,696	54.6%	\$ 0.2333
2018-19	6,393,171	3,196,586	1,598,293	1,512,648	12,700,697	53.5%	\$ 0.2211
2019-20 *	6,488,274	3,244,137	1,622,069	1,546,477	12,900,957	53.4%	\$ 0.2134



FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION LAST TEN YEARS

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20 *
General Government										
Administration	8.00	8.00	8.00	8.00	9.00	9.48	9.48	7.48	7.48	7.00
Finance & Accounting	6.50	7.00	7.00	7.00	7.50	7.50	7.50	8.00	8.00	8.00
Town Hall Operations	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Human Resources	5.00	5.00	5.00	5.00	5.00	5.48	5.48	5.48	5.48	5.48
Economic Development	1.00	1.00	1.50	2.50	1.78	1.78	1.78	2.48	2.48	2.48
Municipal Court	3.50	3.50	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development	11.00	11.00	12.00	11.96	12.41	12.41	12.66	12.27	12.27	13.00
Information Technology	7.00	7.00	8.00	8.00	7.00	7.00	7.00	7.00	7.00	7.00
Total General Government	45.00	45.50	44.75	45.46	45.69	46.65	46.90	45.71	45.71	45.96
Public Safety										
Police										
Officers	49.00	50.50	51.50	50.00	49.00	49.00	49.00	49.00	49.75	50.75
Civilians	34.00	34.00	34.00	35.48	37.48	37.48	38.48	39.44	40.44	41.44
Total Police	83.00	84.50	85.50	85.48	86.48	86.48	87.48	88.44	90.19	92.19
Fire										
Firefighters and Officers	54.00	57.00	57.00	57.00	55.00	55.00	55.00	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
Total Fire	56.00	59.00	59.00	59.00	57.00	57.00	57.00	57.00	57.00	57.00
Total Public Safety	139.00	143.50	144.50	144.48	143.48	143.48	144.48	145.44	147.19	149.19
Recreation and Culture										
Parks and Recreation	72.23	71.60	71.77	75.60	74.06	72.02	71.02	71.85	71.85	68.85
Library	15.42	15.42	15.42	15.42	15.48	15.48	15.49	15.52	15.52	15.52
Total Culture and Leisure	87.65	87.02	87.19	91.02	89.54	87.50	86.51	87.37	87.37	84.37
Public Works										
Administration	2.00	2.00	2.13	2.50	2.50	2.50	2.50	3.00	3.50	3.50
Engineering	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Street Maintenance	8.83	8.83	9.60	9.60	9.83	9.83	9.83	9.50	9.50	9.50
Water Utilities	33.67	30.30	30.67	30.67	30.17	30.17	32.17	31.50	31.50	31.50
Wastewater Utilities	9.50	9.50	9.50	9.50	11.50	11.50	10.50	10.50	10.50	10.50
Drainage	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50
Total Public Works	66.00	62.13	63.40	63.77	65.50	65.50	66.50	66.00	66.50	66.50
Total	337.65	338.15	339.84	344.73	344.21	343.13	344.39	344.52	346.77	346.02

FY 2019-20 CITY-WIDE FTE BY FUNCTION



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&I	Infiltration and Inflow
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

CITY OF KELLER, TEXAS
List of Acronyms

MGD	Million Gallons per Day
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.

GLOSSARY OF TERMS

OPERATIONS AND MAINTENANCE EXPENDITURES. Expenditures for routine supplies and maintenance costs necessary for the operation of a department of the City.

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.

GLOSSARY OF TERMS

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%).

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*.)



This page intentionally left blank