

CITY OF ROSENBERG,
TEXAS

ADOPTED BUDGET

OCT 1, 2017 - SEP 30, 2018



CITY MANAGER:
John Maresh

ASSISTANT CITY MANAGER:
Joyce Vasut

MAYOR
COUNCIL AT LARGE (POSITION 1)
COUNCIL AT LARGE (POSITION 2)
COUNCIL DISTRICT 1
COUNCIL DISTRICT 2
COUNCIL DISTRICT 3
COUNCIL DISTRICT 4

William T. Benton
Jacob Balderas
Amanda J. Barta
Jimmie J. Peña
Susan Euton
Alice Jozwiak
Lynn Moses

FISCAL YEAR ENDING SEPTEMBER 30, 2018

THIS PAGE LEFT BLANK INTENTIONALLY



2017 – 2018 Budget

In accordance with S. B. 656 and Local Government Code Section 102.007

This budget will raise more revenue from property taxes than the last year's budget by an amount of \$496,747.65, which is a 4.81% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$361,250.05.

Property Tax Rate Comparison

Per \$100 Valuation	Fiscal Year 2016 – 2017	Fiscal Year 2017 – 2018
Adopted Tax Rate	\$0.470000	\$0.462000
Effective Tax Rate	\$0.441591	\$0.462346
Effective M&O Tax Rate	\$0.431632	\$0.421335
Rollback Tax Rate	\$0.503806	\$0.480183
Debt Tax Rate	\$0.214338	\$0.187362

Record Vote on Adoption of Budget:

Members of Governing Body	For	Against	Present & Not Voting	Absent
William T. "Bill" Benton	✓			
Jacob E. Balderas	✓			
Amanda J. Barta	✓			
Jimmie J. Peña	✓			
Susan Euton	✓			
Alice Jozwiak	✓			
Lynn Moses	✓			

Total City Debt Obligation

The total amount of municipal debt obligations secured by property taxes for the City of Rosenberg is \$70,385,000.

CITY OF ROSENBERG, TEXAS

2017 - 2018 BUDGET

Elected Officials



Jacob Balderas
Council at Large,
Position 1



William T. "Bill" Benton
Mayor



Amanda J. Barta
Council at Large,
Position 2



Susan Euton
Council District 2



Jimmie J. Peña
Council District 1



Lynn Moses
Council District 4



Alice Jozwiak
Council District 3

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

APPOINTED OFFICIALS

John Maresh	City Manager
Denton Navarro Rocha Bernal & Zach PC	City Attorney
Linda Cernosek	City Secretary
Phyllis Ross	Municipal Judge
Dallis Warren	Police Chief

DEPARTMENT DIRECTORS

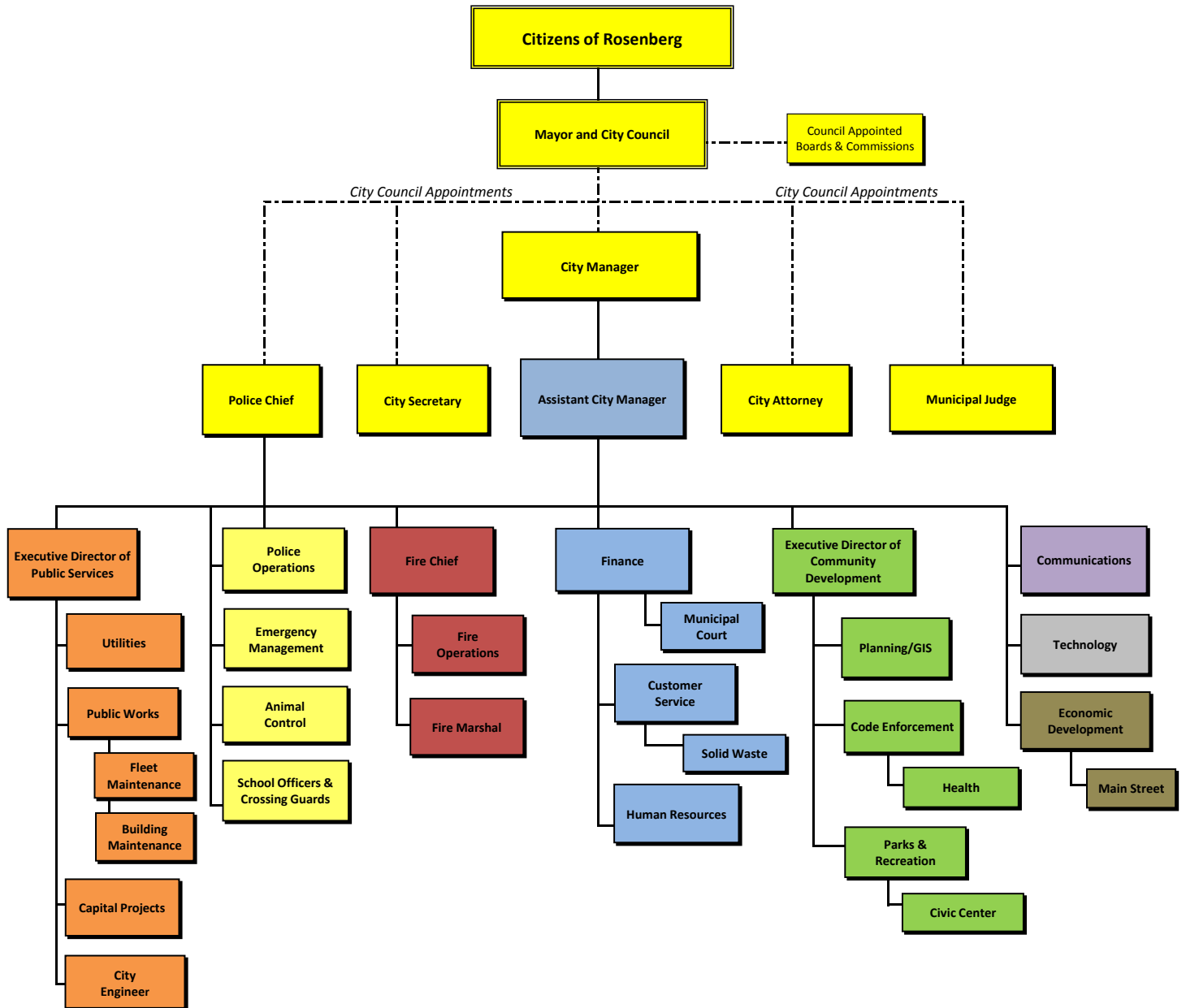
Joyce Vasut	Assistant City Manager/Director of Finance
Tonya Palmer-Machann	Building Official
Jenny Pavlovich	Communications Manager
Travis Tanner	Executive Director of Community Development
Randall Malik	Director of Economic Development
Darrell Himly	Fire Chief
Lori Remington	Director of Human Resources
Darren McCarthy	Director of Parks and Recreation
Rigo Calzoncin	Director of Public Works
Isaac Badu	Director of Information Services
Evan Kirkpatrick	Director of Utilities

CONTRACTUAL SERVICES

Cobb Fendley & Associates Inc	City Engineer

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

ORGANIZATIONAL CHART





October 1, 2017

To the Honorable Mayor and City Council
City of Rosenberg, Texas

Presented herein is the Adopted Annual Budget for fiscal year 2018 (FY2018) in accordance with Texas Statute and the City of Rosenberg Charter, beginning October 01, 2017, and ending September 30, 2018. The FY2018 Adopted Budget maintains existing service levels and implements budget requests and priorities identified during the strategic planning process and approved by City Council. The Adopted Budget maintains a high level of City service to our residents and visitors, and continues to ensure the City's fiscal strength by maintaining sound financial policies.

The Budget also serves as a policy document for the City of Rosenberg; it establishes City priorities, goals, and programs for the upcoming fiscal year. The Budget contains appropriations necessary to achieve specified services, functions, and activities essential to the accomplishment of our stated mission:

To anticipate community needs; to deliver exceptional service; and to cultivate an enhanced quality of life in our community through leadership, innovation, and cooperative partnerships.

This mission is accomplished through City staff's formation and City Council's approval of the following goals:

- ❖ The City of Rosenberg will effectively manage the anticipated growth in the coming years.

Objectives:

- Secure a long-term, sustainable water supply
- Implement the recently adopted comprehensive plan
- Manage municipal facilities proactively
- Provide career development of City personnel in order to provide an optimal level of service to City customers
- Improve the maintenance of existing City facilities
- Anticipate and plan for the future space needs of a growing City
- Invest in technology in order to provide more innovative, efficient, and cost-effective means of service provision

- ❖ The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses, and visitors.

Objectives:

- Find innovative ways to protect the health, safety, and welfare of Rosenberg's residents, businesses, visitors, and property located within the City
- Use a variety of tools to work toward the expansion and diversification of Rosenberg's economy
- Gain recognition of Rosenberg as possessing the best parks and recreation program in Fort Bend County
- Identify and implement opportunities for the redevelopment and rejuvenation of fading areas of the City

- ❖ The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.

Objectives:

- Improve transparency and promote staff accountability
- Recognize and implement new ways to provide the highest standard of customer service
- Develop more effective channels for communicating with Rosenberg stakeholders in order to promote public engagement
- Invest in facilities and equipment in order to increase the public's confidence and pride in the City
- Build an exceptional team of leaders that will proactively address City needs through collaborative problem-solving

During FY2017, each department updated their strategic plan outlining the anticipated needs for personnel, infrastructure, and other resources. Additionally, City staff worked diligently to prepare for the City's future by making great strides to accomplish many of the goals. The following major accomplishments were made:

- The City, along with Brazosport Water Authority, continues to construct the infrastructure that will be required for the delivery of surface water to the City in early 2018 to meet the 2016 groundwater reduction mandates.
- Completed in-house Unified Development Code (UDC) which combines all development-related regulations into one document. The UDC was listed as priority identified in the Rosenberg 2035 Comprehensive Plan.
- Facilitated completion and approval of Conceptual Plan for Seabourne Creek Park Nature Center.
- The City's Communications Department received 2nd place at 3CMA for the City's newsletter, the Rosenberg Insider. The newsletter was scored based on several criteria and placed 2nd on a national level.
- A new City of Rosenberg website was launched earlier this year to promote citizen engagement and provide for a more user-friendly website for easier navigation.
- Selected Tyler Technologies' Incode software as the City's new Enterprise Resource Planning (ERP). This software will include new software for Financials, Utility Billing and Code Enforcement.
- Economic Development personnel and the Rosenberg Development Corporation have worked with numerous developers to increase development and bring many new businesses to Rosenberg including executing a Chapter 380 Program Agreement with BMC Texas for the creation of a regional headquarters.
- The Rosenberg Development Corporation received a Workforce Excellence Award by the Texas Economic Development Council for executing a performance agreement for the creation of the Texas State Technical College (TSTC) Campus in Rosenberg.
- The City received the Traditional Finances Star from the Texas State Comptroller of Public Accounts for displaying a high level of financial transparency.
- The City received a Certification of Recognition by the Government Treasurers' Organization of Texas (GTOT) for developing an Investment Policy that meets the requirements of the Public Funds Investment Act and the standards for prudent public investing established by the GTOT.
- The Rosenberg Police Department received the re-recognized status for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program.

The updated strategic plans, as well as the studies and assessments noted above, played an integral role in the development of the FY2018 Adopted Budget. The goals and objectives of each department are intended to facilitate the accomplishment of the overall goals of the City.

Long-Range Financial Plan

The City's long-range financial plan process is a comprehensive process that identifies issues impacting the City's financial condition, through the City's strategic plan and budgetary processes. Prior to the first budget meeting, each department reviews the strategic plan and SWOT analysis and identifies critical issues which are expected to

have an impact on the financial condition of the City over the next three to five years. Each department develops specific goals and objectives to address the issues and present their strategic plans to City Council. These goals and objectives are presented above and throughout the budget book, while the needs identified are incorporated into the FY2018 budget. City Council reviews the FY2018 budget, as well as the Financial Management Policies, which guide the City during the financial planning process.

During this process, financial trends and forecasts are analyzed to project future revenues and expenditures. Forecasts are developed based on growth patterns, inflation and the current level of services provided. Historical trends, economic indicators and the current economy are all considered when discussing the major revenue sources in the Executive Summary. The projected revenues and expenditures are updated to reflect the impact of the approved budget on the City's future financial condition. Although the economy, overall, continues to struggle, the growth in Fort Bend County continues; therefore, projections indicate that the revenues will continue to increase at a rate of approximately 3% per year while expenditures will increase at a similar rate of nearly 3% per year. A schedule reflecting the long-term financial plan for the General Fund can be found on pages 50 and 51, and the Water and Wastewater long-term financial plan can be found on pages 288 and 289.

Financial and Economic Outlook

Although local sales tax revenues for FY2017 have remained relatively flat when compared to the FY2016 actual sales tax revenues, the financial outlook remains positive for the City. Building-related permit revenues have stayed comparable to FY2016, which is a good indicator that new development continues. Additionally, the City's preliminary tax base reflects over \$78 million in new development. With the opening of the ALDI Distribution Center and TSTC in the Fall of 2016, Rosenberg's economic and financial outlook remains positive. The City's goal is to sustain economic expansion and continue a pro-growth strategy.

Budgetary Priorities and Focus

The FY2018 Adopted Budget provides for the provision of necessary public services within available financial resources. The Adopted Budget recommendations are designed to provide for the needs of Rosenberg citizens, as well as employees of the City organization. This Budget takes into account the necessity to maintain and improve municipal service levels while balancing revenues. Many of the factors upon which this Budget was developed are similar to those of the previous fiscal year:

- ✓ Compliance with federal and state regulations
 - Fort Bend Subsidence District mandate
- ✓ Conservative estimates of revenues and expenditures
 - Review historical trends and applied throughout budget
- ✓ Recognition of the long-term financial obligations of the City
 - Review long-term capital improvements plan
- ✓ User charges that pay for the cost of providing the service
 - Reviewed water & wastewater rates
- ✓ Maintenance of fund balance policies
 - Maintained and exceeded fund balance minimum levels
- ✓ Maintain employee salaries and benefits at a competitive level
 - Implemented Professional Development Policy
 - Implemented Classification and Compensation Study
- ✓ Provision of City services to a growing community
 - Prioritize needs and review City's strategic plan

- Addition of one (1) purchasing agent/contract administrator, one (1) administrative technician for Animal Control, and converting two (2) positions from part-time to full-time (crime analyst and administrative technician for Code Enforcement to better serve our citizens and community
- ✓ Maintenance and replacement of the City's aging infrastructure
 - A complete list of CIP projects is listed on page 367 and 368 in addition to sidewalk and road improvements

Minimum Fund Balances

The City's financial management goal is to maintain adequate reserves. These reserves must be at least twenty percent (20%), or seventy-two (72) days, of the fund's operating expenditures. The Adopted Budget will maintain the twenty percent (20%) reserve balance. As the City issues debt in the future, it is important to maintain the City's reserve balances to cover future financing issues for infrastructure needs. A twenty percent (20%) fund balance reserve is required to be maintained within the General Fund and the Water/Wastewater Fund. The Adopted FY2018 Budget maintains compliance with the reserve requirements.

Overview of Adopted Budget and Significant Funds

The FY2018 Adopted Budget includes total expenditures for all funds in the amount of \$79,248,762. This amount includes operating expenditures for the various funds and departments, as well as capital improvements.

Expenditures summarized by fund type are presented as follows:

(\$ in Millions)	FY2018 Adopted
General Fund	\$ 30.9
Special Revenue Funds	4.4
Debt Service Funds	7.4
Water/Wastewater Fund	16.8
Civic Center Fund	.5
Internal Service Fund	5.3
Component Unit	<u>6.5</u>
Total Operating Funds	71.8
Capital Project Funds	<u>7.4</u>
Totals	<u>\$ 79.2</u>

General Fund

The General Fund provides funding for the City's basic services. The primary revenue sources are local sales taxes and City property taxes. City staff has projected the Adopted property tax valuation to reflect an increase of \$78 million resulting from new developments.

The City's sales tax revenue has remained relatively flat so far in FY2017. The projection for FY2018 sales tax revenue includes an increase of \$1,000,000 when compared to the FY2017 Budget. This increase is projected based on the estimated results of a recent incentive agreement that was negotiated with the City. Although it is too early to thoroughly evaluate the projected sales tax from the incentive agreement, the company has indicated that they are on track to exceed the minimum amount of sales required to qualify for the incentive. Sales tax revenue projections are based on the company meeting this minimum requirement.

Basic service levels in the General Fund have remained level; however, the majority of the increases in the operating costs of the General Fund are due to increases in salaries and benefits to provide employees a fair and competitive compensation package. The addition of several necessary positions in FY2017 were needed to continue providing high quality customer service to a growing community also contributed to the increased operating costs.

Debt Service Obligations

In previous years, the water and sewer rates were adjusted to a level which allows the Water/Wastewater Fund to be self-supporting. A positive result from improving the financial support for the Water/Wastewater Fund is that it eliminated the dependence on the property tax rate for debt service obligations. Secondly, the City has worked with the City's Financial Advisor to properly manage its debt service obligations. For these reasons, the debt portion of the property tax rate has decreased by approximately five and a half cents (\$0.055) over the past eight (8) years from FY2010 to FY2017. The City's debt rate calculation for FY2018 is 18.7362 cents (\$0.187362) and the operating and maintenance rate is 27.4638 cents (.274638) per \$100 valuation.

When the City's property tax base is increased, the debt service capacity increases, which can then be used to finance future infrastructure needs. The City has expanded the tax base by over \$78 million through development within the City limits. Managing the City's Debt Service Fund and its obligations will enable the City to have debt service capacity for future infrastructure needs. City staff will continue to work with the City's Financial Advisor to manage the City's debt service obligations and continue efforts to address our future needs.

Water/Wastewater Fund

The financial condition of the Water/Wastewater Fund has significantly improved, but forecasted infrastructure needs may require additional funding. The proposed revenues for FY2018 will meet the combined operating expenditures, debt service payments and approximately \$600,000 for one-time expenditures including: SCADA improvements, an additional data collector and tower, computer, badge readers, security cameras, pick-up truck and the triple fork water line adjustments.

The Water Subsidence Fee, established in 2007, has been adjusted over the years to cover the projected expenditures and future expenditures related to the Groundwater Reduction Plan (GRP). The Adopted budget does not include increasing the Subsidence Fee at this time. However, this rate will continue to be monitored and may be adjusted in subsequent years as costs are incurred for the alternate water project. A separate Subsidence Fund was established to track these revenues and expenditures.

The City will continue to make improvements to the Water, Wastewater, and Groundwater Reduction infrastructure. Even though there are no water, wastewater of subsidence fee increases recommended for FY2018, the City will continue to monitor the fees and revenues of the Water/Wastewater and Water Subsidence Funds.

In FY2017, approximately \$3,500,000 was issued for the Bryan Road Lift Station, Spacek Road Sewer Line Improvements and the Wastewater Collection System Replacement Project. Several Water/Wastewater projects were completed or near completion in FY2017 including Water Plant No. 8, Lift Station No. 2 Replacement, Lift Station 11 Replacement, FM 2977 elevated Storage Tank, Chloramine Conversion Project, Sanitary Sewer Pipe Bursting Phase II and the CDBG Phase IV Project. Additionally, during FY2018, approximately \$3,500,000 may be needed for the next phase of the Wastewater Collection System Replacement Project and the Parkplace Southwest Water and Sanitary Sewer Extension.

City Personnel

The employees represent the City's most important asset. The City must invest more time and additional funding to properly train its employees. This is essential for specific positions where the pool of qualified applicants is limited and the market is competitive. Although a full compensation study was performed and several of the proposed options were implemented in FY2016, the City must continue to evaluate the salary structure and make adjustments to remain competitive.

The FY2018 Adopted Budget authorizes two hundred and seventy-seven (277) full-time positions. During FY2017, four (4) new positions were added to the Police Department through a grant for Community Oriented Policing. The Adopted FY2018 Budget includes the addition of two (2) positions including an Administrative Technician for the Animal Control Department and a Purchasing Agent/Contract Administrator to centralize the purchasing and contract administration functions within the City. Additionally, two positions were converted from part-time to full-time: the Crime Analyst in the Police Department and the Administrative Technician in the Code Enforcement/Permitting Department. One position has been removed in the Parks Department due to contracting some of the mowing services.

Other notes related to personnel costs are:

- An average increase of two and one-half percent (2.5%) per full-time employee. Such increase will be used to increase the salary schedules, continue the merit program in which increases are based on the results of the employees' performance evaluations, or a combination of adjusting the salary schedules and an adjusted merit program.
- The City will continue the current health insurance coverage with some adjustments to the deductibles in order to limit the increase in rates for FY2018 to 12%, instead of the proposed increase of 19% for the same benefits. The portion of the dependents' premiums that is the responsibility of the employee was also increased by 5%, with the employee now paying 55% of the dependent coverage premiums.

Capital Improvement Program

The City remains committed to continue its aggressive Capital Improvement Program (CIP). Generally, the streets and drainage projects that have been funded through the FY2018 Adopted Budget or funding sources will be identified as the project develops.

- Avenue G Connector to Frost Street
- Bamore Road Connector to I-69
- Bryan Road
- Drainage Improvements east of Lane Drive
- Dry Creek Drainage Improvements
- Fairgrounds Road Bridge Replacement at Seabourne Creek (TxDOT/City)
- Railroad quiet zones
- Reading Road Center turn lane (Industrial to Allwright)
- Seabourne Creek Park Nature Center
- Seabourne Creek Regional Sports Complex – Big League Baseball Field
- Sidewalks – new construction
- Spacek Road Improvements – phase two
- Spacek Road Improvements – phase three
- Traffic Signal at Reading Road and Town Center Boulevard
- Travis Park Splash Pad

Additionally, City council is considering moving the Mustang Avenue and Herndon Drive Improvements from the 2021 CIP list to the 2018 CIP list.

The Water/Wastewater projects identified below are also included in the FY2018 CIP.

- Lift Station No. 19 replacement (Bryan Road)
- North Side Water Improvements – phase five (CDBG)
- Parkplace Southwest Water and Sanitary Sewer Extension
- Reclaimed Water Distribution System – phase two (Seabourne Creek Park to Bryan Road)
- Sanitary Sewer SCADA Installations
- Spacek Road Sewer Line

- US 90A Triple Fork Utility Adjustments
- Wastewater Treatment Plant No. 1A collection system – phase three

In FY2017, the City issued Certificates of Obligation to provide funding for the Bryan Road, Spacek Road, and the related water and wastewater projects. Additional funding may also be needed during FY2018 for the Wastewater Treatment Plant No. 1A Collection System and the Parkplace Southwest Water and Sanitary Sewer Extension Project, as well as other projects that may need additional funding.

In addition to these projects funded by the City, Texas Department of Transportation (TxDOT) is currently working on several projects within the City, including the following:

- FM 2218 from I-69 to State Highway 36
- State Highway 36 from I-69 to FM 2218
- US Highway 59/I-69 Expansion within city limits
- Utility Adjustments for I-69 improvement project
- US 90A Triple Fork Railroad Overpass Project
- US 90A Railroad Overpass at Lane Drive

Budget Requests

Although many budget requests were submitted by staff and approved by City Council, five (5) of the fifteen (15) supplemental items ranked by City Council were included in the FY2018 Adopted Budget. The requests that were included in the Adopted Budget include: the web based online incident reporting software for the Police Department, eleven tablets (mobile data terminals) for the Fire Department response vehicles, a fire engine, one thermal imaging camera for the Fire Department and APCO 911 Advisor software for the dispatchers.

There were fifteen (15) personnel requests submitted and prioritized. Two new positions were included in the budget: Administrative Technician for the Animal Control Department and a Purchasing Agent/Contract Administrator to centralize the purchasing and contract administration functions within the City. Additionally, two positions were converted from part-time to full-time: the Crime Analyst in the Police Department and the Administrative Technician in the Code Enforcement/Permitting Department.

Future Concerns

Though this Budget Proposal primarily addresses the upcoming fiscal year, much consideration has been given to the City's financial condition for future years. Important issues that will impact future City Budgets include:

- Improving the City's aging infrastructure in order to extend useful life
- Expanding our community's infrastructure to address growth
- Maintaining strong funding reserves
- Increasing debt capacity for future financing issues
- Providing for a long-term sustainable employee base
- Address municipal facility upgrades, rehabilitation, and enhancements
- Investing in technology to improve services and enhance use of personnel

The future costs for the Fort Bend Subsidence District groundwater reduction mandate continues to represent a major financial challenge for the City of Rosenberg and the water customers. The second major challenge is to continue addressing Rosenberg's aging infrastructure needs. The third major challenge is funding current and future personnel in order to meet the increasing service demands in a rapidly growing community.

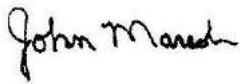
Conclusion

This year was a challenge to maintain the FY2018 Adopted Budget within the projected revenues, as the City works to meet the increasing service needs of an expanding community. City staff has spent many hours working toward meeting those challenges within this FY2018 Adopted Budget. Though certain expenditures will have to be deferred to future Budgets, the City remains financially strong while embarking on multi-million-dollar capital improvements, and maintaining the quality level of service for residents of our community.

City Council and staff must work together to manage the available financial resources and to establish realistic priorities. The City cannot address all of its needs in any one budget year. City Council will have difficult decisions in determining the priorities to be addressed first while maintaining the City's financial base. Working together, we can continue a multi-year program that will continue Rosenberg's positive progress in the future.

Much credit goes to our Department Heads and the Finance Department staff, for the hard work that went into the development and preparation of this Adopted Budget. During the coming weeks, you will have the opportunity to review and analyze this document. Should you need further information or have any questions, please contact Joyce Vasut or myself.

Respectfully submitted,

A handwritten signature in black ink that reads "John Marsh". The signature is written in a cursive, slightly stylized font.

City Manager

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TABLE OF CONTENTS

EXECUTIVE SUMMARY:

Executive Summary	1
Organizational Goals Matrix	29
Department and Fund Relationships	34

BUDGET SUMMARIES:

Combined Budget Summary	35
Summary of Revenues, Expenditures and Changes in Fund Equity	37
Capital Expenditures Summary	38
Budgeted Capital Expenditures	39
Summary of Personnel Staffing Positions	43

GENERAL FUND:

General Fund Long-Term Financial Plan	50
General Fund Summary of Fund Balance	52
General Fund Resources	53
General Fund Revenue Detail	54
General Fund Expenditures by Function and Classification	58
General Fund Expenditures by Division	59

GENERAL GOVERNMENT:

General Government Organizational Chart	63
General Government Summary	65
Mayor/Council	66
City Manager	77
Human Resources	81
Economic Development	86
City Secretary	91
Finance	95
Municipal Court	99
City Attorney	103
City Prosecutor	105
Technology	107
Communications	111
General Government	115

COMMUNITY DEVELOPMENT:

Community Development Organizational Chart	119
Community Development Summary	121
Planning	122
Code Enforcement	126
Health	130
Parks & Recreation	133
Special Events	138

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TABLE OF CONTENTS

PUBLIC SAFETY:

Public Safety Organizational Chart	141
Public Safety Summary	143
Police Department	144
Emergency Manangement	150
Animal Control	152
School Officers and Crossing Guards	156
Fire Department	159
Fire Marshal	165

PUBLIC WORKS:

Public Works Organizational Chart	169
Public Works Summary	171
Engineering	172
Public Works	174
Street Lighting & Signals	180
Fleet Maintenance	182
Solid Waste	186
Building Maintenance	188

SPECIAL REVENUE FUNDS:

Summary of Revenues, Expenditures and Changes in Fund Equity -	
Special Revenue Funds	194
Hotel/Motel Fund	196
Municipal Court Technology Fund	204
Beautification Fund	207
Law Enforcement Fund	210
Community Development Block Grant	213
Police Asset Forfeiture Fund	216
Parkland Dedication Fund	219
Juvenile Case Manager Fund	222
Child Safety Fund	225
Building Security Fund	228
MUD Fire Services Fund	231
Police Federal Forfeiture	234
PEG Capital Fund	237
Fire Station No. 3 Operating Fund	240

DEBT SERVICE FUND:

Debt Service Fund Summary	246
Debt Service Fund Revenue & Expenditure Summary	247

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TABLE OF CONTENTS

General Obligation Debt Service Requirements (2018 - 2037) & Comparative Property Tax Rate Distribution	248
General Obligation Debt by Source	249
Computation of Debt Margin	250
Computation of Direct & Overlapping Debt	251
Debt Service Schedules	252
 <u>CAPITAL PROJECT FUNDS:</u>	
Capital Projects Funds Combined Statement	276
Seabourne Creek Capacity Fund	278
General Supplemental Fund	279
2007, 2009, 2010 & 2014 General Obligation Fund	282
2015 Certificates of Obligation Fund	283
2016 Certificates of Obligation Fund	284
Spacek Road County Mobility Project Fund	285
Bryan Road County Mobility Project Fund	286
 <u>ENTERPRISE FUNDS:</u>	
 <u>WATER & WASTEWATER FUND:</u>	
Water & Wastewater Long-term Financial Plan	288
Water & Wastewater Fund Summary of Fund Balance	290
Water & Wastewater Fund Resources	291
Water & Wastewater Fund Expenditures by Function and Classification	293
Water & Wastewater Fund Expenditures by Division	294
 <u>DEPARTMENTAL EXPENDITURES:</u>	
Water & Wastewater Organizational Chart	297
Customer Service	298
Water & Wastewater Administration	302
Water Production/Purification	306
Water Distribution	309
Wastewater Collection	313
Wastewater Treatment	316
Reclaimed Water	318
Water & Wastewater Non-Departmental	320
Water & Wastewater Funds - Supplementary Enterprise Fund Information	
Aggregating Schedule of Revenues & Expenditures (Working Capital Basis)	322
Water & Wastewater - Spacek Road Lift Station and Sewer Line Improvements	324
Water & Wastewater - Subsidence Fund	325
Water & Wastewater - Water/Wastewater Supplemental Fund	326
Water & Wastewater - Water Impact Fee Fund	327
Water & Wastewater - Sewer Impact Fee Fund	328
Water & Wastewater Revenue Bond Debt Schedules	329
 <u>CIVIC CENTER FUND</u>	 336

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TABLE OF CONTENTS

INTERNAL SERVICE FUNDS:

Summary of Revenues, Expenditures and Changes in Fund Equity - Internal Service Funds	344
Insurance Fund	345
Fleet Replacement Fund	348
Technology Fund	351

COMPONENT UNIT FUNDS:

Summary of Revenues, Expenditures and Changes in Fund Equity - Component Unit Funds	356
Rosenberg Development Corporation Fund	357
RDC Status of Outstanding Debt Service	360
RDC Projects Fund	361

CAPITAL IMPROVEMENT PROGRAM:

Capital Improvement Program Overview	366
Streets & Drainage Projects Summary	369
Water/Wastewater Fund Projects Summary	387
Resolution No. R-2324 FY 2018 Capital Improvement Plan	396
Resolution No. R-2325 FY 2019 - FY2022 Capital Improvement Plan	398

SUPPLEMENTAL INFORMATION:

Ordinance No. 2017-24 Adopting Budget	402
Ordinance No. 2017-25 Ad Valorem Tax Levy	405
Financial Management Policies	409
Acronyms and Glossary of Terms	418



EXECUTIVE SUMMARY

- Executive Summary
- Organizational Goals Matrix
- Department and Fund Relationships

EXECUTIVE SUMMARY

OCT 1, 2017 - SEP 30, 2018

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

ORGANIZATION OF THE BUDGET DOCUMENT

The City of Rosenberg Fiscal Year 2017-18 (FY18) budget document is a very comprehensive document which provides information regarding the city's finances, policies, operations, strategies and other statistical information. A brief summary of the information in the various sections within the budget is listed below:

Introductory Section includes the elected officials, list of appointed officials and department directors, City's organizational chart, City Manager's budget message, and the table of contents.

Executive Summary provides information pertaining to the organization of the budget document, budget presentation guidelines (including budget objectives, budget philosophy, budget process, budget policies, basis of budgeting and budget presentation), basis of accounting, financial management policies, community profile, financial summaries (including revenue overview and expenditures overview) debt service obligations, personnel overview, capital improvements program (CIP), fund reserves, Rosenberg Economic Development Fund, distinguished budget presentation award and acknowledgements. The Executive Summary is followed by the Organizational Goals Matrix.

Budget Summaries provides consolidated budget information by fund, including all revenues and expenditures, and projected ending fund reserve balances. Other summary information includes a listing by department of capital expenditures and a detail of all personnel and staffing positions by department and fund.

General Fund provides detailed analysis of the City's general operating fund's revenues, expenditures and fund balance.

Special Revenue Funds provides separate accounting for those funds used to account for and report proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt or capital service. Fourteen (14) special revenue funds are included in the budget.

Debt Service Fund accounts for all long-term debt of the City, other than the debt obligations reported in the Enterprise Funds. This section provides historical property tax rates, future debt requirements and individual schedules for each of the outstanding debt issues.

Enterprise Funds account for operations that are financed and operated similar to a private business enterprise. The Water and Wastewater Funds and the Civic Center Fund are included in this section.

Capital Project Funds account for the acquisition and construction of major capital projects and facilities. These funds are presented as project-based budgets rather than fiscal year budgets. Seven (7) capital projects funds are included.

Internal Service Funds account for activities in which one or more departments of the City provide various services to other departments on a cost reimbursement basis. This section includes the Insurance Fund, Fleet Replacement Fund and the Technology Fund.

Rosenberg Development Corporation (RDC) is presented as a component unit of the City. The RDC budget must be approved by City Council and is, therefore, included in the City budget document.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Capital Improvement Program (CIP) is presented for the current year and for five-year projections. Projects designated in the CIP, may be incorporated where appropriate into the FY18 budget.

Supplemental Information includes information consisting of the budget ordinance, the tax rate ordinance, financial management policies, acronyms, glossary of terms and photo key.

BUDGET PRESENTATION GUIDELINES

The FY18 budget document has been prepared and presented to comply with the guidelines and recommendations of the Government Finance Officers Association of the United States and Canada (GFOA) Distinguished Budget Presentation Awards Program. The following four areas must be included in a budget presentation to be considered for the budget award: (1) the budget as a policy document, (2) the budget as a financial plan, (3) the budget as an operations guide, and (4) the budget as a communications device. A brief explanation of each of these criteria is presented below.

The budget as a policy document. This criterion involves including a statement of budgetary policies, goals and objectives for the year and explains the budgeting process to the reader. The budget process, budget policies, and the goals and objectives are included in the executive summary and throughout the document which we believe satisfy this requirement.

The budget as a financial plan. This criterion involves including an explanation of the financial structure and operations of the City, and the City's major revenue sources and fund structure. The budget should contain an all-inclusive financial plan for all funds and resources of the City, including projections of financial condition at the end of the fiscal year, projections of current year financial activity, and provide a basis for historical comparisons. The budget should also present a consolidated picture of all operations and financing activities in a condensed format and an explanation of the budgetary accounting basis, or any other acceptable method. The executive summary as well as the various fund and department summaries satisfy this requirement.

The budget as an operations guide. This criterion involves areas such as explaining the relationship between organizational units (departments) and programs; including an organization chart, a description of the departmental organizational structure and staffing levels, and historical comparisons of staffing levels; explaining how capital spending decisions will affect operations; providing objectives and performance measures; and describing the general directions given to department heads through the use of goals and objectives, reorganizations, statement of functions, or other methods. Throughout the document, these areas are addressed to satisfy this requirement.

The budget as a communications device. This criterion relates to having the budget document available to the public; providing summary information suitable for use by interested citizens and/or the media; avoiding the use of complex technical language and terminology; explaining the basic units of the budget, including funds, department or activities; and disclosing sources of revenues and explanations of revenue estimates and assumptions. This information is contained in the transmittal letter and executive summary.

In summary, each of the above four criteria are recognized by the GFOA as an integral part of any budget document to convey to the reader the goals and objectives the City will address during the year, and how those goals and objectives will be met and measured. These goals and objectives should be conveyed and presented to the reader in such a manner that they will be understood by any reader, regardless of the reader's financial background knowledge.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Budget Objectives

The FY18 budget has been prepared to clearly communicate to the citizens and staff of the City the overall policies and goals of the City Council. The budget document includes descriptions of the various activities and programs (departments) of the City, and comparative service level indicators for each program or activity, where available. This format is designed to communicate clearly to the public the goals and objectives of the City Council, thereby enabling the reader to gain more useful information about the City, without requiring detailed accounting or budgetary knowledge. The ultimate purpose of the budget process is to assure that municipal services are provided to the citizens of Rosenberg in the most efficient and effective manner possible. The FY18 budget maintains these service levels to the citizens at or above current year levels. Funding has also been included throughout the budget to address the City's infrastructure needs, including funding for capital projects and improvements in accordance with the City's five-year capital improvements program (CIP).

Budget Philosophy

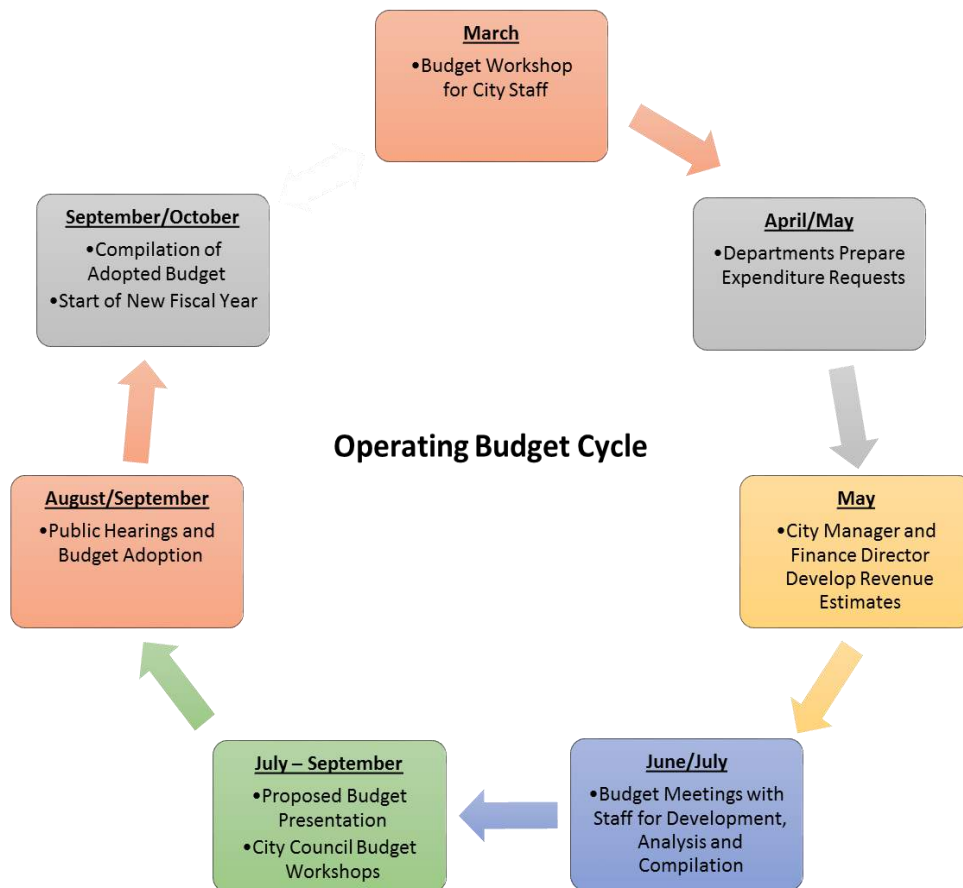
Budget philosophy varies from organization to organization depending upon the local needs and concerns of the citizens. Other factors also affect budget philosophy, such as the state of the local economy, the needs of the organization, the demands of the public for increased services, and the ever increasing unfunded mandates and requirements of federal and state regulatory agencies. The budget prepared by the City is prepared from a conservative perspective with regard to both revenues and expenditures. Although historical comparisons and trends are very useful, often current data and trends will take precedence over prior year trends. Budgeting from a "conservative" perspective, revenues are often anticipated either at or only slightly above prior year levels, unless there are other factors which are known that will significantly affect anticipated revenues. By estimating revenues conservatively, decreases in any one revenue source due to fluctuations in the economy and variations in weather should not adversely affect the City's "bottom line." In addition, expenditures are also estimated conservatively, i.e., allowances are projected regarding cost increases or unanticipated expenditures. As a result, over the years this method of budgeting has resulted in substantial increases in actual fund reserves when compared to budgeted or projected fund reserves. The City continues to use this method of budgeting rather than use unreasonable projections which could have an adverse impact on the City's reserves. Traditionally the City has spent 90-95 percent of budgeted expenditures, while actual revenues have been in excess of 100 percent of budgeted revenues. These differences have helped the City build and maintain adequate reserves in all funds.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Budget Process

The budget process for FY18 began in March 2017 when the Finance Department met with the City's department heads and supervisors. At this meeting, budget request forms and budget preparation instructions were distributed. After approximately three weeks, each department submitted their respective budget requests. These budget requests were then reviewed by the City Manager and Assistant City Manager and discussed with the Department Heads. Revenues for all City funds were then estimated using available historical data combined with current year projections and trends. The City Manager and Assistant City Manager prepared a proposed budget document, filed the proposed budget with the City Secretary and distributed to the City Council on August 1, 2017. One public hearing was held on the proposed budget on August 22, 2017. On September 05, 2017, the City Council adopted the final budget by ordinance. A separate ordinance was adopted, establishing the property tax rate to fund the operations and debt service requirements for FY18.



CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Fund Accounting

Budget Policies

In accordance with Articles IX and XI of the City of Rosenberg Charter and other related ordinances and policies, the following budget policies are followed throughout the budgetary process. These policies are presented below.

The fiscal year of the City of Rosenberg (the City) shall begin on the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

The City Manager, between forty-five and ninety days prior to the beginning of each fiscal year, shall submit to the Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year and shall contain the following:

- (a) A budget message, explanatory of the budget, which message shall contain an outline of the proposed financial policies of the City for the fiscal year, shall set forth the reason for changes from the previous fiscal year in expenditure and revenue items, and shall explain any major changes in financial policy.
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds.
- (c) An analysis of property valuations.
- (d) An analysis of tax rates.
- (e) Tax levies and tax collections by year for at least five years.
- (f) General fund resources in detail.
- (g) Special fund resources in detail.
- (h) Summary of proposed expenditures by function, department and activity.
- (i) Detailed estimates of expenditures shown separately for each activity to support the summary in (h) above. Such estimates of expenditures are to include an itemization of positions showing the number of persons having each title and rate of pay.
- (j) A revenue and expense statement for all types of bonds.
- (k) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued and amount outstanding.
- (l) A schedule of requirements for the principal and interest of each issue of bonds.
- (m) The appropriation ordinance.
- (n) The tax levying ordinance.

In preparing the budget, the City Manager shall place in columns the revenues, including the actual amount of each item for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

The City Manager in the preparation of the budget shall place in columns the expenditures, including the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the City Council and shall be a public record. The City Manager shall provide copies for distribution to all interested persons.

At the meeting of the City Council at which the budget is submitted, the City Council shall cause to be published in a newspaper of general circulation published in the City of Rosenberg, a notice of the hearing setting forth the time and place thereof at least five days before the date of such hearing.

At the time and place set forth in the notice, 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 submitted and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained.

After the conclusions of such public hearing, the City Council may insert new items or may increase or decrease the items in the budget, except items in proposed expenditures fixed by law, but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue to at least equal such proposed expenditures.

The budget shall be adopted by the favorable vote of a majority of members of the whole City Council. The budget shall be finally adopted not later than the beginning of the fiscal year or at such later time as the certified appraisals of property within the City become available.

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary, the County Clerk of Fort Bend County, and the State Comptroller of Public Accounts in Austin. The final budget shall be printed, mimeographed or otherwise reproduced and copies shall be made available for the use of all offices, departments and agencies and for the use of interested persons, and civic organizations.

From the effective date of the budget, the amounts stated as proposed expenditures shall be and become appropriated to the several objects and purposes therein named.

From the effective date of the budget, the amount stated therein as the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the City in the corresponding tax year; provided, however, that in no event shall such levy exceed the legal limit provided by the laws and constitution of the State of Texas.

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in the amount not more than three percent of the total general fund expenditure, to be used in case of unforeseen items of expenditures. Such contingent appropriation shall be under the control of the City Manager and distributed by him, after approval by the City Council.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Expenditures from this appropriation shall be made only in case of established emergencies and a detailed account of such expenditures shall be recorded and reported.

The total estimated expenditures of the general fund and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand).

The city budget may be amended and appropriations altered in accordance therewith in cases of public necessity, the actual fact of which shall have been declared by the City Council.

With the approval of the City Council, the City Manager may at any time transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within a department. At the request of the City Manager, the City Council may by resolution transfer any unencumbered appropriation balance or portion thereof from one, department to another. All appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or lawfully encumbered.

Basis of Budgeting

The City budgets all active funds. Financial information for the Governmental Funds - General, Special Revenue, and Debt Service Funds - is presented using the modified accrual basis of accounting. Modified accrual accounting reflects the economic realities of revenues receivable and expenses payable. The Governmental Funds audited financial statements are also reported using the modified accrual basis of accounting.

The basis of budgeting for the Proprietary Funds - Water and Wastewater Funds and Civic Center Fund - utilizes the working capital approach for the method of presentation of financial data. Under the working capital approach, depreciation expense is not presented, and capital outlay and debt service costs are presented as expenses. Working capital is generally defined as the difference between current assets (e.g., cash and receivables, etc.) and current liabilities (e.g., accounts payable), and provides a more thorough analysis of proprietary fund reserves than does the presentation of retained earnings. The budgeted working capital approach is different from the proprietary funds reporting method. Proprietary Funds are reported using the accrual basis of accounting for the audited financial statements.

The Capital Projects Funds are presented as project-based budgets, rather than fiscal year budgets, since some projects may exceed one fiscal year. The City's comprehensive annual financial report does present financial information for the City's Capital Projects Funds, and all other funds, using bases of accounting in accordance with generally accepted accounting principles.

Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Ad valorem, franchise and sales tax revenues are recognized under the susceptible to accrual concept. Licenses and permits, charges for services (except for water and wastewater billings), and fines and forfeitures recorded as revenues when received because they are generally not measurable until actually received. Under the full accrual basis of accounting, revenues and expenses are identified with a specific period of time, and are recorded as incurred, without regard to the date of receipt or payment of cash. For example, water and wastewater service charges are recognized as revenues when billed rather than at the time when the actual payment of the bill is received, in contrast

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

to license and permit fees which are recognized as revenues when payment is actually received.

Budget Presentation

Financial summaries and detailed departmental information are presented for each fund. The information presented for each fund includes a comparative fund summary with beginning and ending reserve balances, and a summary of revenues and expenditures. Revenues are presented for each fund by detailed sources, while summaries of expenditures are presented for both the department and function (i.e., personal services, supplies, etc.). Personnel and staffing level summaries are also presented for each individual fund and department. Graphs and charts of summary data have also been presented.

Following the fund summary data, detailed departmental and information is presented for each department. The detailed information consists of a department summary including (a) the mission statement for the organization's component departments, (b) a brief description of the department, outlining the major areas of responsibility; (c) Strategic Plan goals for the department; (c) performance indicators; and (d) budget notes. The department summary is presented in order to communicate to the reader the duties and goals of the department more clearly. Following the department summary is a department expenditure summary, an authorized positions summary, and detailed expenditures. The financial information presented in the FY18 budget document is consistent to information previously presented in previous budget documents. For comparative purposes, expenditures summary includes amounts for (1) 2015-16 actual (audited) amounts; (2) 2016-17 adopted budget amounts; (3) 2016-17 adjusted budget amounts (as amended through May 31, 2017); (4) 2016-17 estimated amounts; and (5) 2017-18 adopted budget amounts. The "Var %" column represents the percentage change from the FY17 to FY18 amounts.

BASIS OF ACCOUNTING - FUND ACCOUNTING

The City uses funds to report its financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental function or activities. A fund is a separate accounting entity with a self-balancing set of accounts. There may be one or several departments accounted for in a single fund. For example, the General Fund accounts for approximately thirty departments. The departments in the General Fund are categorized by function: general government, community development, public safety and public works.

The format of the account numbers represents the fund, department, function and account for each line item in the budget as follows:

XXX – XXXX – XXX – XXXX
Fund – Department – Function – Account

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Below is a description followed by a chart of the various funds, departments, and their functions:

Governmental Fund Types

General Fund

The General Fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues of the General Fund are property taxes, sales and use taxes, franchise fees, permit fees, fines and forfeitures.

Special Revenue Funds

The Special Revenue Funds are used to account for all financial transactions in which the revenues are derived from special sources and may only be expended for certain, restricted expenditures. There are fourteen (14) special revenue funds.

Debt Service Fund

The Debt Service Fund is used to account for the payment of interest and principal on all general obligation debts of the City. The primary source of revenues for the Debt Service Fund is property taxes.

Capital Project Funds

The Capital Project Funds are used to account for the proceeds from the sale of obligation bonds and certificates of obligation and expenditures of those proceeds for the acquisition of fixed assets as designated in each bond issue. There are seven (7) capital project funds.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Government Fund Type			
*General Fund - 101	Special Revenue Funds	Debt Service Fund	Capital Project Funds
General Government - 510 Council and Mayor (1100) Council At-Large Pos. # 1 (1121) Council At-Large Pos. # 2 (1122) Council - District 1 (1123) Council - District 2 (1124) Council - District 3 (1125) Council - District 4 (1126) Council - Mayor (1127) City Manager (1200) Human Resources (1210) Economic Development (1211) City Secretary (1300) Finance (1400) Municipal Court (1417) City Attorney (1500) City Prosecutor (1600) Technology (1720) Communications (1750) General Government (1800)	Hotel/Motel Fund - 212 MC Technology Fund - 213 Beautification Fund - 214 Law Enforcement Fund - 215 Community Dev. Block Grant - 216 Police Asset Forfeiture Fund - 218 Park Land Dedication Fund - 221 MC Juvenile Case Manager - 222 MC Child Safety Fund - 223 MC Building Security Fund - 224 MUD Fire Services Fund - 226 Police Federal Forfeiture Fund - 227 PEG Capital Fund - 228 Fire Station No. 3 Oper. Fund -230	* Debt Service Fund - 301	Seabourne Creek Capacity Fund - 401 General Supplemental Fund - 410 General Obligation Bond Fund - 415 *2015 CO Bond Fund - 425 *2016 CO Bond Fund - 426 Spacek Rd. Cnty. Mobility Fund - 431 Bryan Rd. Cnty. Mobility Fund - 433
Community Development (540) Planning (1900) Code Enforcement (1935) Health (1941) Parks and Recreation (1953) Special Events (1955)			
Public Safety (520) Police (3000) Emergency Management (3032) Animal Control (3034) School Resource Officers (3036) Fire (3100) Fire Marshal (3133)			
Public Works (530) Engineering (5021) Public Works (5022) Street Lighting & Signal (5023) Fleet Management (5025) Solid Waste Services (5026) Building Maintenance (5040)			

* Major Fund for Reporting Purposes

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Proprietary Fund Types

Enterprise Funds

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business. The costs of providing the goods or services are recovered through user charges. The Water and Wastewater Funds, which are considered enterprise funds, include the Water and Wastewater Operating Fund, as well as, five (5) other special projects funds related to water and wastewater operations. The Civic Center Fund is also an enterprise fund.

Internal Service Funds

Internal Service funds are used to account for activities in which one or more departments of the City provide various services to other departments of the City. The intent of each internal service fund is to recover the cost of providing those services from internal user charges. The Insurance Fund is used to account for the costs associated with maintaining health, dental, vision and life insurance coverage for current employees and retirees. The Fleet Replacement Fund is used to account for rental and replacement of City vehicles. The Technology Fund is used to account for the cost of maintaining the City's centralized computer operations and to account for the replacement of the City's information technology equipment.

Proprietary Fund Type	
Enterprise Funds	Internal Service Funds
Water & Wastewater Fund - 501	Insurance Fund - 601
Spacek Rd. Lift Station Fund - 509	Fleet Replacement Fund - 602
Subsidence Fund - 514	Technology Fund - 603
W/WW Supplemental Fund - 515	
Water Impact Fee Fund - 517	
Sewer Impact Fee Fund - 518	
Civic Center Fund - 560	

FINANCIAL MANAGEMENT POLICIES

The Financial Management Goals and Objectives for the City include polices for General Guidelines, Operating Budgets, Capital Improvements, Debt Management, Financial Reporting, Purchasing, Cash and Investments, and General Accounting Guidelines. These policies are located in the Supplemental Information Section of the budget book.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

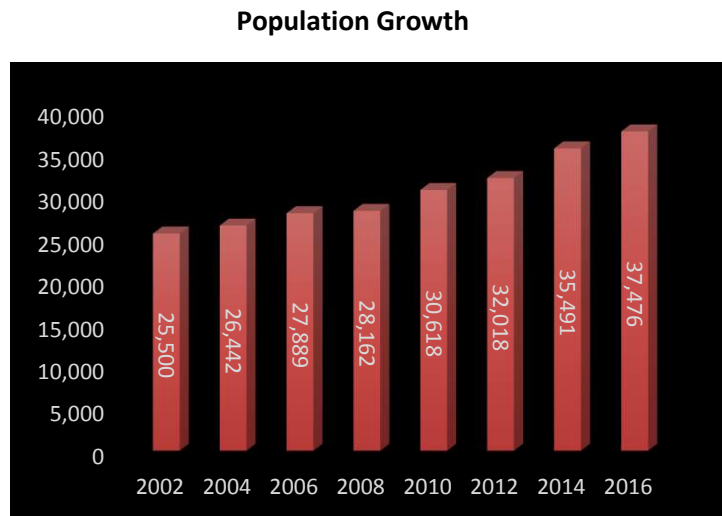
COMMUNITY PROFILE

The City is located in the Gulf Coast area of Texas in the geographic center of Fort Bend County. Rosenberg is only 30 miles southwest of downtown Houston and is readily accessible on Interstate 69 with modern highway, rail and utility infrastructure. The City encompasses approximately 37.2 square miles; and with the extraterritorial jurisdiction, it encompasses 108 square miles, the majority of which is currently undeveloped. Rosenberg offers access to a diverse and affordable workforce and is a prime location for retail trade.

The City was founded in 1883 and incorporated in 1903, and currently operates under a Council-Manager form of government. The City Council is comprised of a Mayor and six council members, and is responsible for enacting legislation in the form of ordinances, resolutions, and regulations governing the City. The City Manager is the chief administrative officer of the City, and is responsible for enforcement of laws and ordinances, as well as appointment of the various department heads of the municipal organization.

Population Growth

Fort Bend County is one of the fastest growing counties in the nation and Rosenberg is not far behind. Rosenberg has seen phenomenal growth over the last decade. Between 2002 and 2016, Rosenberg's population grew by approximately 47% and such growth is anticipated to continue over the next decade.



City Services

The City continues to provide to its citizens those services that have proven to be necessary and meaningful. Major services provided under general government and enterprise functions include: police services, fire services, streets and drainage, water and wastewater utilities, solid waste services, code enforcement, parks and recreation, community development, planning and general administrative services. The City also offers a civic center and aggressive economic development. Internal services of the City, accounted for on a cost reimbursement basis, are the employee insurance coverage, fleet replacement, and technology services.

Facts about Rosenberg

The RDC provides a summary of facts about the City on an annual basis. The summary for 2017 is presented on the following two pages and includes information on location, demographics, education, labor, employers, development, transportation, housing, finance, utilities, community services and target industries.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY



ECONOMIC DEVELOPMENT

FAST FACTS, 2017

Location:

Total Land Area.....37.2 Sq. Miles
Residential.....35%
Parks and Floodways.....3%
Commercial/Industrial.....10%
Commercial/Undeveloped.....53%
Land in Rosenberg ETJ.....70.8 Sq. Miles

Demographics:

Population

2000 (Census).....24,043
2010 (Census).....30,618
2014.....34,127
2015.....35,829
2016.....37,476
2017.....38,500

Population by Age

4 years and under.....8.4%
5 years to 20 years.....23.4%
21 years to 64 years.....58.6%
64 years and over.....10.1%
Total Households.....12,199
Total Families.....9,326
Median Household Income.....\$54,624

Education Levels

High school or higher.....75.9%
Bachelor's degree or higher.....14.1%

Education:

Enrollment for Lamar CISD.....32,041
Five (5) High Schools which all compete in the UIL's 5A classification.
The District "Met Standard" (Highest Possible Academic Rating).
63 Campus "Distinctions" in Reading/ELA, Math and Student Progress.
39 Total Campuses
Student/Teacher Ratio.....16.4 to 1

Education (continued):

Area Colleges and Universities

Texas State Technical College - Fort Bend
Wharton County Junior College
University of Houston Sugar Land
University of Houston
Rice University
Houston Baptist University

Labor:

Unemployment as of 07/2017.....4.5%.
Job growth over the next 10 years is projected to be 36%.
Texas is a "Right to Work" state.
Skills Development Fund - Grants.

Largest Employers:

Private Sector

Aldi
Benedettini Cabinetry
Biotics Research
BMC/Bison
Seatex, Ltd.
CenterPoint Energy
Si Environmental
Encapsulite Int.
Engelbrecht Manufacturing
Frito-Lay, Inc.
Gurecky Manufacturing

Murphy Industries
National Oilwell Varco
NexGen Pharma, Inc.
Ocusoftware, Inc.
Silver Eagle, Inc.
Superior Tank

Government Sector

Lamar CISD
City of Rosenberg
Fort Bend County Annex
Texana MHMR Center
TxDOT

Sources: US Census Bureau, ACS, Applied Geographic Solutions (AGS), City of Rosenberg, Claritas

Randall Malik
Director of Economic Development
832-595-3330
rosenbergecodev.com



"The Hub of the Gulf Coast"

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Transportation:

- ◆ Located within an hour from Houston Hobby Airport and Bush Intercontinental Airport.
- ◆ Served by Kansas City Southern, Union Pacific, and Burlington Northern Santa Fe Railroads.
- ◆ Interstate 69, State Highway 36, U.S. Alternate 90A, and Spur 10.
- ◆ 45 miles from Port of Houston and 50 miles from Port Freeport.

Development:

Certificates of Occupancy Issued

FY	Commercial	Residential
2016	202	415
2015	147	278
2014	131	164
2013	143	223
2012	94	150

Residential Development

3,750 acres currently being developed
5,000-plus new homes built since 2003

Commercial Development

- ◆ 650,000-square foot ALDI Divisional Headquarters and Distribution Center completed in 2016
- ◆ 184-acre business park under development
- ◆ 25-acre industrial park under development

Housing:

In 2010, the U.S. Census ACS estimated the total number of housing units to be 12,199.
Rosenberg's average homestead home value is approximately \$146,473.
The cost of living for Rosenberg is 16.1% lower than the U.S. average.

Utilities:

Water & Sewer - City of Rosenberg	832-595-3400
Gas Service - CenterPoint Energy	800-752-8036
Electric Service (Deregulated) - Providers can be found at www.electricitytexas.com .	
Telephone Service - AT&T	800-288-2020

Sources: US Census Bureau, ACS, Applied Geographic Solutions (AGS), City of Rosenberg, Claritas

Community Services:

City of Rosenberg	832-595-3300
Emergencies	Dial 911
Police Department Non-emergencies	832-595-3700
Fire Department Administrative Office	832-595-3600
Municipal Court	832-595-3450
OakBend Medical Center	
Jackson Street Campus	281-341-3000
OakBend Medical Center	
Williams Way Campus	281-341-2000
University of Texas	
MD Anderson Cancer Center	713-792-2121
Fort Bend County Libraries	281-342-4455

Recreation:

- ◆ Seabourne Creek Park - 164 acres of ecologically rich passive park and wetlands
- ◆ Brazos Bend State Park features 4,897 acres of Gulf Coast Plains
- ◆ George Observatory houses the Challenger Learning Center
- ◆ Rosenberg Railroad Museum
- ◆ George Ranch Historical Park
- ◆ Fort Bend Museum
- ◆ Annual Events - Fort Bend County Fair, Rosenberg Railroad Museum Festival, Family Fourth Celebration, BOO-berg Halloween Carnival, Rosenberg Christmas Nights
- ◆ 75 miles from Galveston Island
- ◆ Golf Courses nearby - Fort Bend Country Club, Greatwood Golf Club, Golf Club at Cinco Ranch, River Pointe Golf Course, Pin Oak Golf Complex, and Hermann Park Golf Course.

Quality of Life:

Historic Downtown Rosenberg was designated a Cultural District by Texas Commission on the Arts and a Texas Mainstreet Program by the Texas Historical Commission. Ranked 29th on a list of the fifty safest cities with populations over 20,000 in Texas by SafeWise.
Rosenberg Police Department achieved "Recognized Status" by the Texas Law Enforcement Agency Best Practices Recognition Program which is the 82nd agency in Texas.

Randall Malik
Director of Economic Development
832-595-3330
rosenbergcodev.com



"The Hub of the Gulf Coast"

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

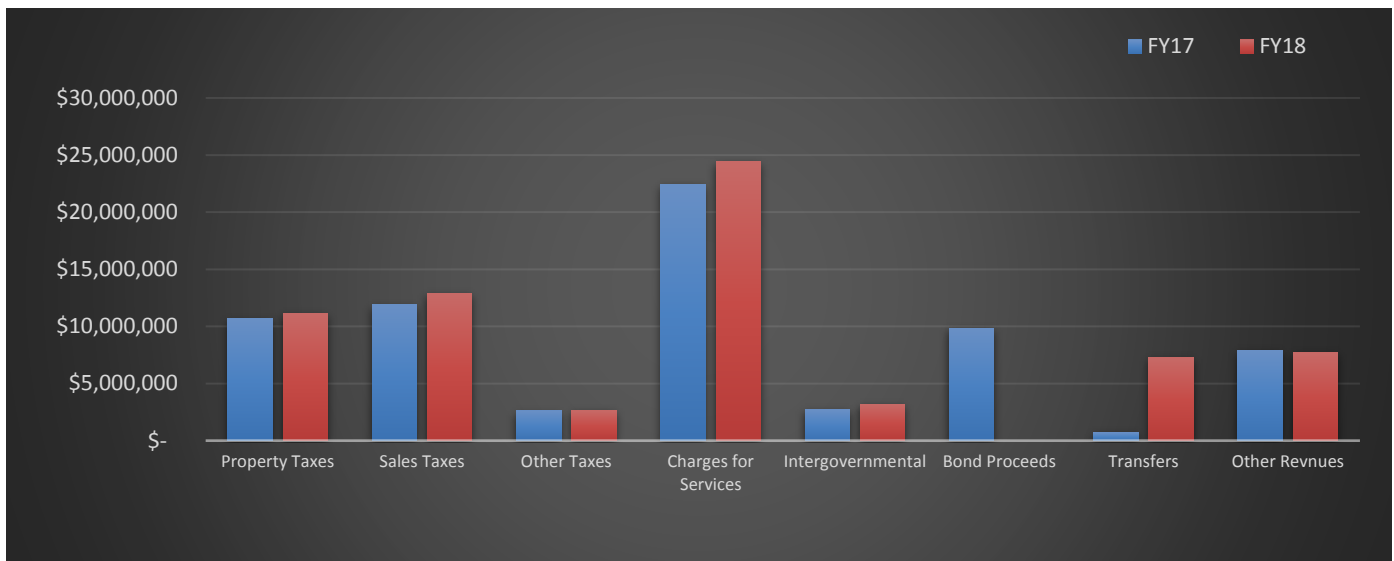
EXECUTIVE SUMMARY

FINANCIAL SUMMARIES

REVENUE OVERVIEW

Total revenues for all funds, including transfers are \$69,300,959 for FY18, an increase of \$428,344 or 0.62% from fiscal year 2016-17 (FY17) adjusted budgeted revenues of \$68,872,615. The increase is due to increases in property taxes, sales taxes, charges for services and intergovernmental revenues. These increases are offset by decrease in bond proceeds since \$9.8 million of debt was issued in FY17 and debt issuance for FY18 is not included in the FY18 budget but will be presented at a later date as a budget adjustment.

Revenues by Source



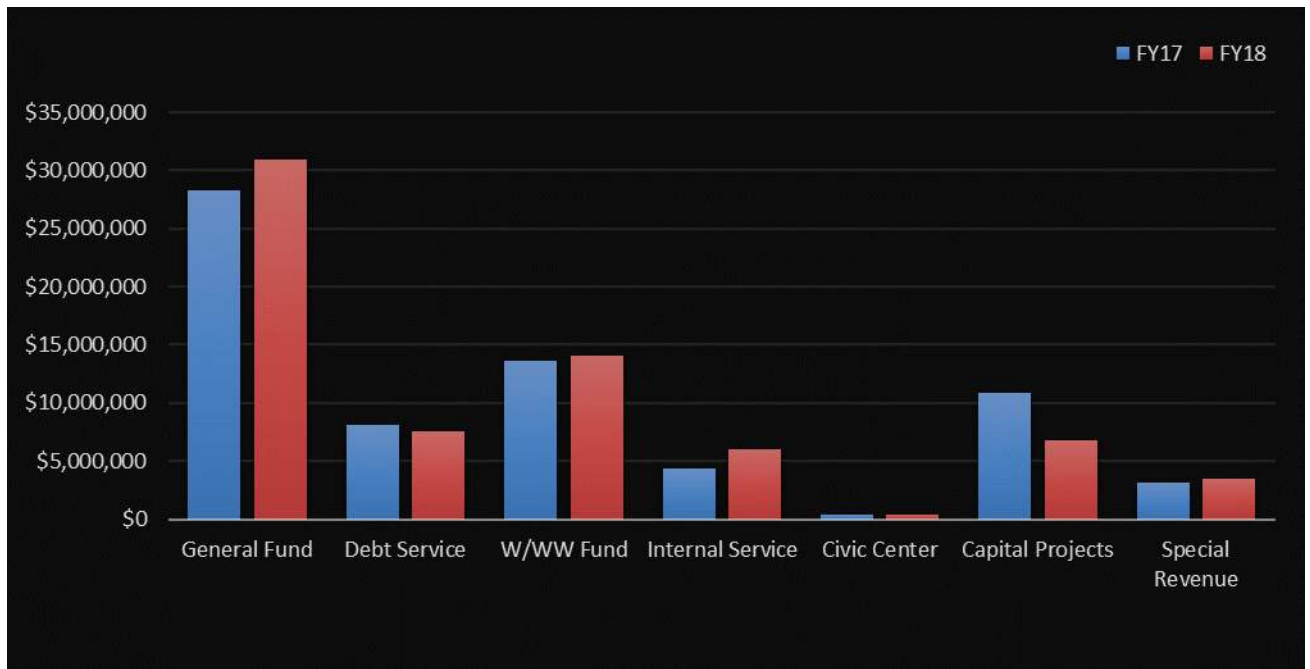
Revenues summarized by revenue source, presenting the percentage change from prior year budget amounts, are as follows:

	2017-18 Budget	2016-17 Budget (As Amended)	Percent Increase (Decrease)
Property taxes	\$11,132,655	\$10,692,978	4.11%
Sales taxes	12,900,000	11,900,000	8.40
Other taxes	2,651,500	2,611,000	1.55
Charges for services	24,396,102	22,452,664	8.66
Intergovernmental	9,976,099	2,727,221	265.80
Bond proceeds	-	9,825,000	n/a
Transfers	7,722,003	7,791,467	-2.46
Other revenue	525,299	747,285	-29.71
Totals	\$69,300,959	\$68,872,615	0.62%

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Revenues by Fund



Total revenues, including transfers from other funds and summarized by fund type, presenting the percentage change from prior year budget amounts as amended, are as follows:

	<u>2017-18 Budget</u>	<u>2016-17 Budget As Amended</u>	<u>Percent Increase (Decrease)</u>
<i>Governmental Fund Types:</i>			
General Fund	\$30,936,622	\$28,322,626	9.23%
Special Revenue Funds	3,498,974	3,135,864	11.58
Debt Service Fund	7,534,889	8,125,961	-7.27
Capital Project Funds	6,770,392	10,904,240	-37.91
<i>Proprietary Fund Types:</i>			
Water & Wastewater Funds	14,112,211	13,648,352	3.40
Internal Service Funds	6,013,671	4,307,722	39.60
Civic Center	434,200	427,850	1.48
Totals	\$69,300,959	\$68,872,615	0.62%

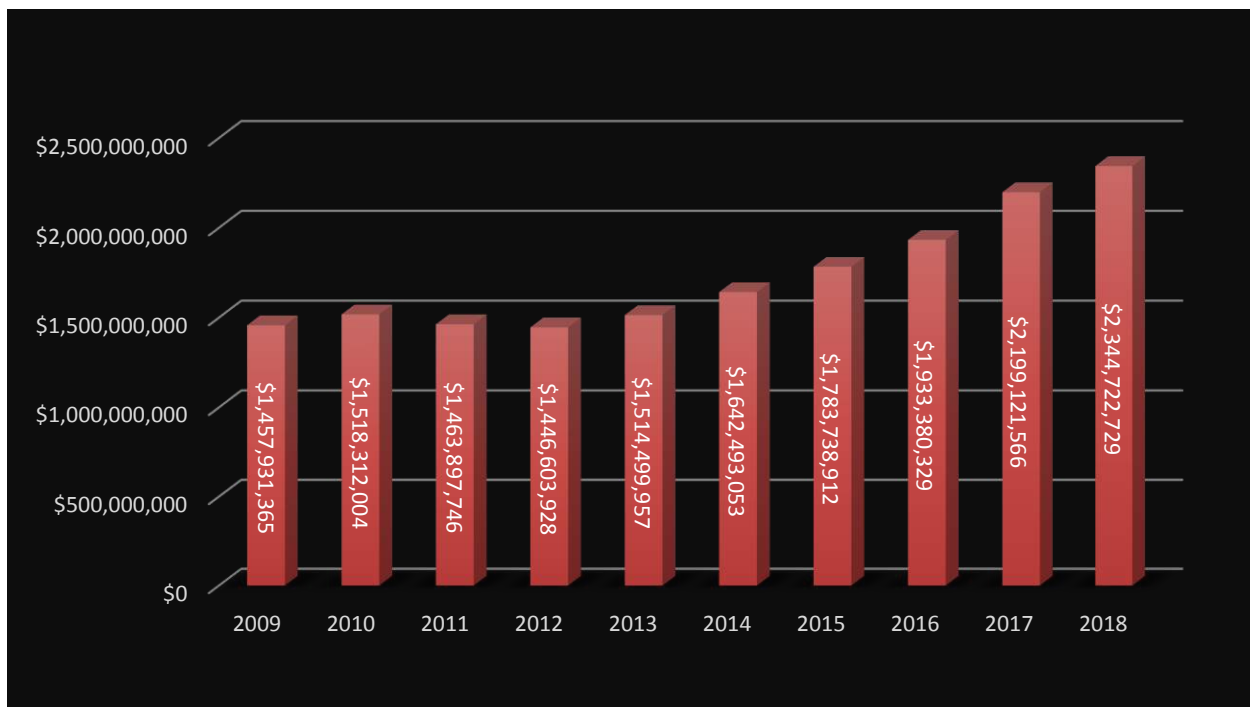
CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Ad Valorem (Property) Taxes

A significant source of revenue for the City is property tax. The total market value of property for FY18 (Tax Year 2017) as determined by the Fort Bend Central Appraisal District (CAD) is \$3.016 billion. Of this total, there are various exemptions and abatements of \$671 million, resulting in a net taxable value of \$2.345 billion. The net taxable value for Tax Year 2017 represents an increase of \$145.6 million or 6.6% from the Tax Year 2016 valuation. The net taxable value for the City of Rosenberg has nearly doubled in the past ten years.

Net Property Tax Values



Property values within the City are assessed by the CAD as of January 1 each year. After January 1, notices of appraised values are mailed to the taxpayer. Following notification, a time period follows in which CAD permits taxpayers to file property valuation protests for review by the CAD Appraisal Review Board. By July 25, the CAD shall provide a "certified tax roll" to each taxing entity in the County. The City Council must then set the tax rate necessary to fund the operations of their respective entity. Once the tax rate is set by the governing body, the entities then begin assessing property taxes as of October 1. Property taxes then become delinquent after January 31 of the following year.

The City allows certain exemptions which are allowed by state law and/or local statutes. For example, the City grants an over-65 exemption of \$30,000 on the value of a residential homestead. In addition to the over-65 exemption, the State of Texas also permits exemptions for property used as agricultural, governmental or religious purposes, or veterans and disabled exemptions. The City Council adopted a local homestead exemption of 1% with a \$5,000 minimum in tax year 2008 in order to reward those citizens who have chosen to make Rosenberg their home.

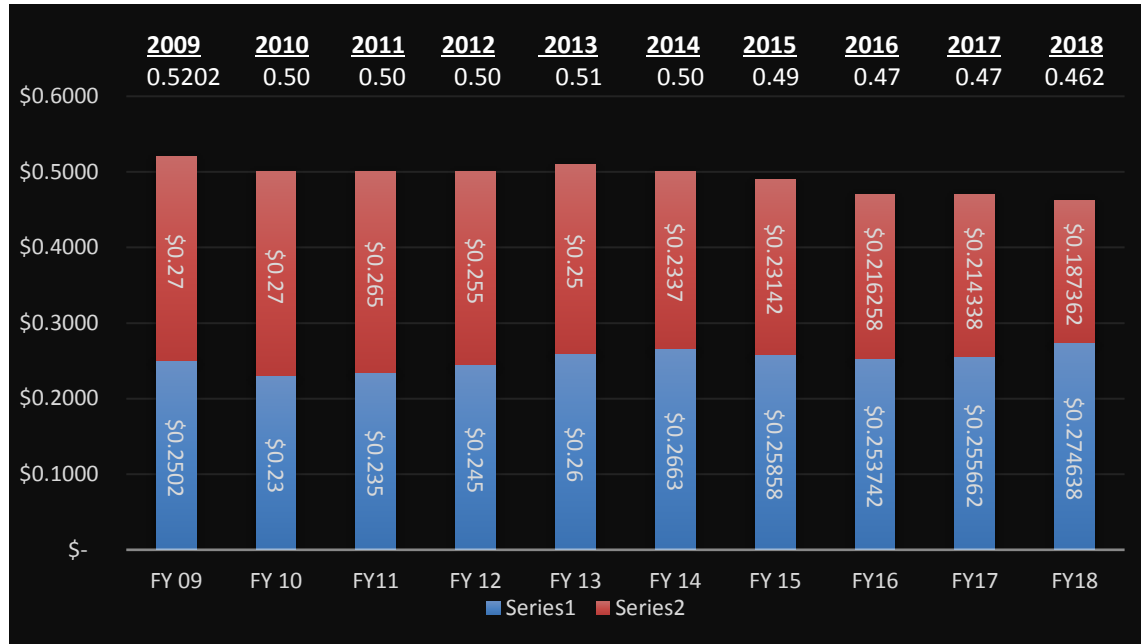
CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Tax Rate

The City's adopted tax rate of \$0.462 per \$100 of taxable valuation is \$0.008 less than FY17. The chart below represents a history of the tax rate since FY2009.



Tax Collections

The total amount of property taxes (including delinquent taxes, penalty and interest) allocated to the General Fund for FY18 is \$6,614,084, which represents 21.38% of the total revenues of the General Fund. The corresponding amount of property taxes allocated to the Debt Service Fund for FY18 is \$4,451,571, which represents 59.08% of the total revenues of the Debt Service Fund. The chart below reflects the amount property taxes collected as current taxes and delinquent taxes, as well as the outstanding taxes remaining for the last ten years.

Fiscal Year	Tax Year	Total Tax Levy	Current Tax Collections	Percent of Levy Collected - Current	Delinquent Tax Collections	Total Tax Collections	Percent of Levy Collected - Total	Outstanding Delinquent Taxes
2007-08	2007	6,377,788	6,182,287	96.93%	173,509	6,355,796	99.66%	21,992
2008-09	2008	7,512,800	7,401,558	98.52%	95,374	7,496,932	99.79%	15,868
2009-10	2009	7,538,276	7,431,901	98.59%	92,410	7,524,311	99.81%	13,965
2010-11	2010	7,413,614	7,308,431	98.58%	91,815	7,400,246	99.82%	13,369
2011-12	2011	7,376,235	7,317,653	99.21%	46,646	7,364,299	99.84%	11,936
2012-13	2012	7,870,255	7,794,028	99.03%	66,442	7,860,470	99.88%	9,784
2013-14	2013	8,462,074	8,387,692	99.12%	61,344	8,449,036	99.85%	13,038
2014-15	2014	8,921,625	8,848,290	99.18%	57,023	8,905,312	99.82%	16,313
2015-16	2015	9,514,791	9,452,428	99.34%	42,044	9,494,471	99.79%	20,319
2016-17	2016	10,583,364	10,488,522	99.10%	-	10,488,522	99.10%	94,841

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

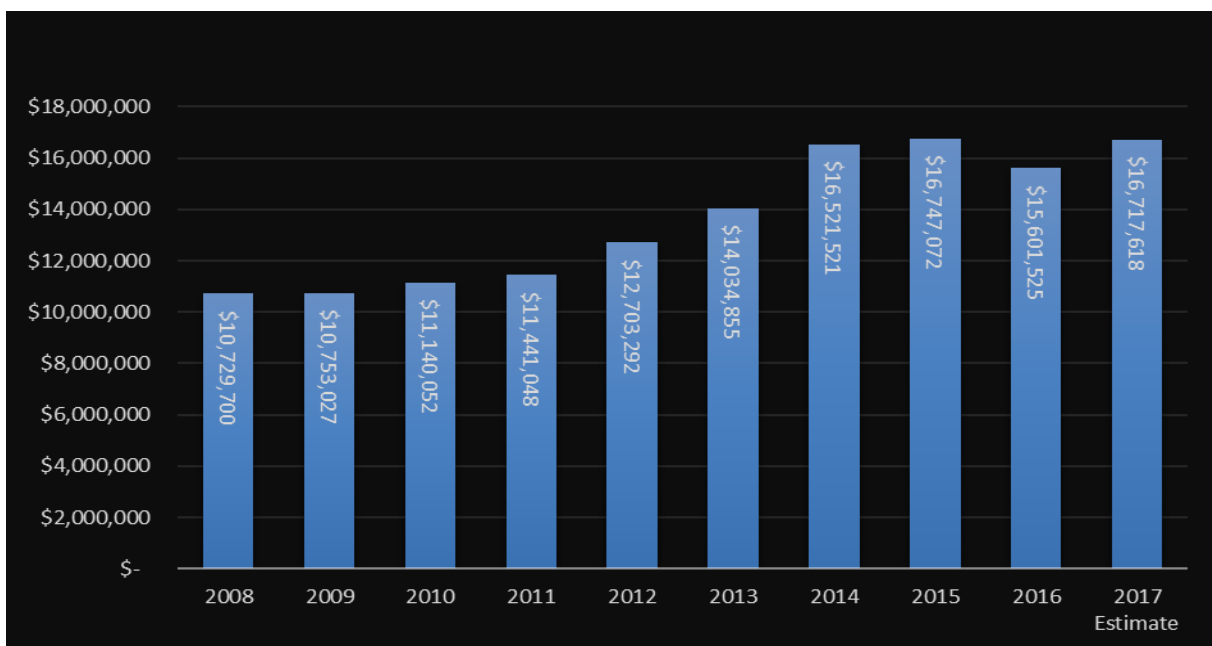
EXECUTIVE SUMMARY

Sales Taxes

Another major source of revenue for the City is the 2.0% local sales tax. 1.5% is allocated as revenue to the General Fund and 0.5% is revenue to the Rosenberg Development Corporation. Total sales tax revenue for FY18 is budgeted for \$16,764,616, an increase of \$981,198 or 6.22% more than the FY17 budget.

A historical summary of total sales tax revenues is presented in the chart below:

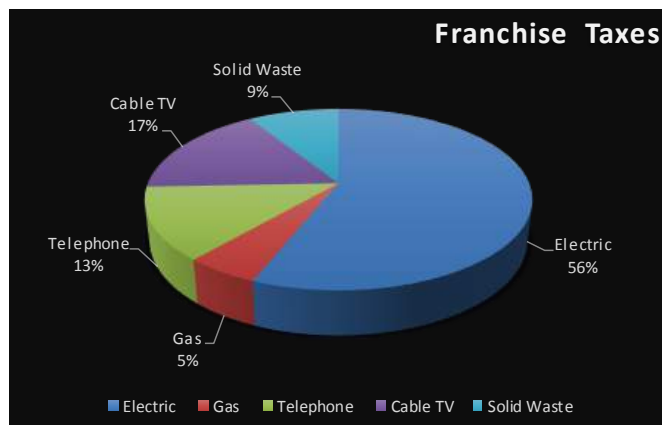
Sales Tax



Sales tax revenue in the General Fund is budgeted for \$12,900,000 in FY18, and comprises 41.7% of the total revenue in the General Fund.

Franchise Taxes:

Franchise taxes result from the operation of public utilities within the City. Revenues from franchise taxes on public utilities including electricity, natural gas, telephone, cable television and solid waste franchises amount to budgeted revenues for FY18 of \$1,924,500, an increase of 2.6% from the FY2017 budgeted amount of \$1,876,000.



CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Water and Wastewater Fund Revenues:

Revenues for the Water and Wastewater Fund are comprised primarily from water and wastewater customer billings. For FY18, water revenue is anticipated to be \$4,800,000, which represents 47.41% of the total revenue in the Water and Wastewater Fund; revenues from wastewater (sewer) charges are anticipated to be \$4,400,000 for FY18, and comprise 43.46% of the total revenues. The combined revenue of \$9.2 million generated from water and wastewater customer billings comprises 90.86% of the total revenues of the Fund. The remaining revenue in the fund results from various other fees and charges such as water and wastewater tap fees, late payment penalties, service charges, and interest earnings.

While the water and sewer rates are expected to meet revenue needs at this point, the utility faces (1) uncertainty about revenue stability among Texas cities due to drought and extreme weather conditions; (2) mandates to reduce dependence on groundwater sources and to convert to alternative water supplies; and (3) a considerable amount of deferred maintenance for the water and sewer systems.

In an effort to be comply with the City's Water Conservation Plan, the water and sewer rates will slightly be adjusted in FY17 to a four-tiered rate structure. The rates charged for water and sewer services will not change for FY18. Although customers will not see an increase in their monthly utility bill, the City will need to continue to focus on deferred maintenance for both the water and sewer systems as the City moves forward.

The City continues to monitor the subsidence fees as the City implements the 2016 mandate to reduce the City's groundwater use. The subsidence fee, which is used to fund the mandates to reduce the City's groundwater use, have increased over the past few year as the City prepared for the mandate.

The City executed a water supply agreement with Brazosport Water Authority to construct a pipeline supplying treated surface water to the City. The agreement specifies a take or pay water volume of 3 million gallons per day, which will meet the 30% groundwater reduction mandate for 2016. Additionally, the City has since amended the agreement to acquire an additional 2.7 million gallons of water per day, which allows the City to also meet the 60% reduction mandate for 2025. Construction of the pipeline is underway and the City continues to make improvements to the City's infrastructure in order to prepare to accept the water into the City's water system. During FY18, the City will start accepting water from the Brazosport Water Authority and continue to monitor the operational costs and recommend rate adjustments if necessary.

Interfund Transfers and General and Administrative Transfers:

Interfund transfers, general and administrative transfers, and in-lieu-of-tax transfers to the General Fund increased from \$1,633,540 in FY17, to \$1,720,755 in FY18, an increase of \$87,215 or 5.3%. General and administrative transfers have been calculated from appropriate Enterprise Funds to compensate funds for administrative services provided to the Enterprise Fund. Payments in-lieu-of-taxes are charged to the Enterprise Fund to equate property taxes lost due to municipal ownership of the activity.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

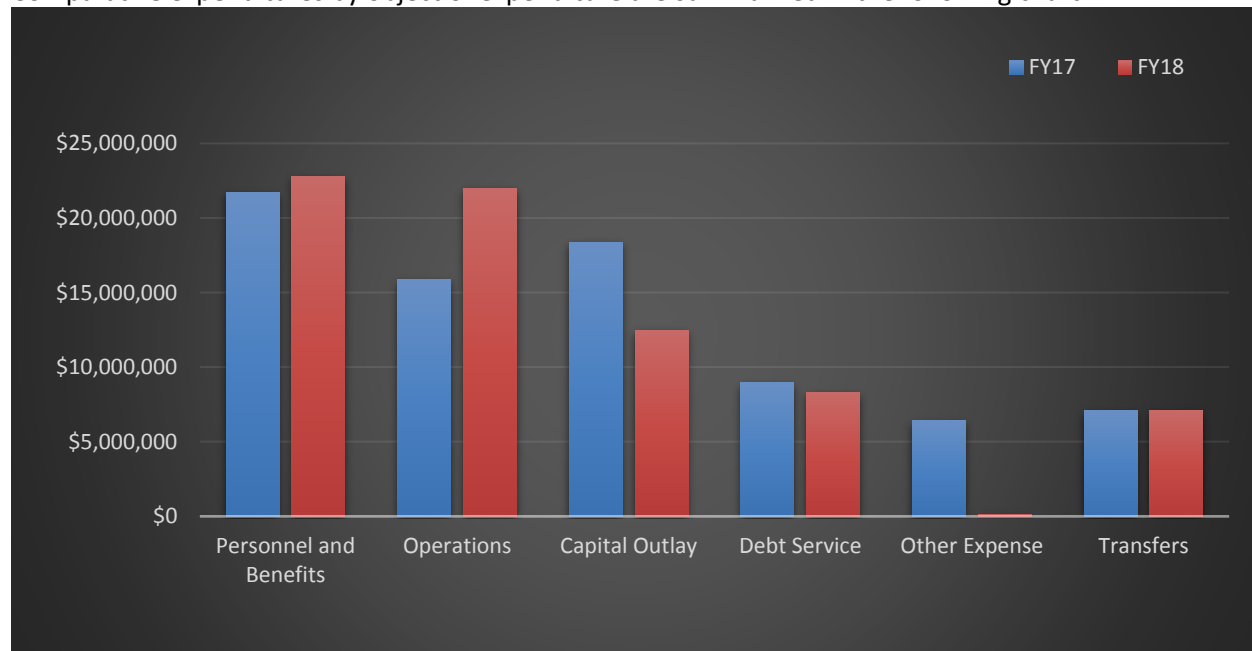
EXECUTIVE SUMMARY

EXPENDITURE OVERVIEW

Total authorized expenditures for all funds for FY18 are \$72,774,330, a decrease of \$5,628,516, or 7.18% from FY17 amended budget expenditures of \$78,402,845. The expenditures in the budget include amounts for operating expenditures for the various funds, departments, and agencies of the City, as well as capital improvements. The decrease from FY17 amended budget to the FY18 budget is due to the large number and amount of transfers among the water/wastewater funds for capital expenditures in FY17. Expenditures summarized by fund type, presenting the percentage change from prior year budget amounts as amended, are as follows:

	2017-18 Budget	2016-17 Budget (As Amended)	Percent Increase (Decrease)
<i>Governmental Fund Types:</i>			
General Fund	\$30,936,622	\$29,895,115	3.48%
Special Revenue Funds	4,410,329	4,465,032	-1.23
Debt Service Fund	7,472,889	8,125,961	-8.04
Capital Project Funds	7,425,530	11,813,738	-37.14
<i>Proprietary Fund Types:</i>			
Enterprise Funds	17,213,961	19,321,150	-10.98
Internal Service Funds	5,314,999	4,781,849	11.15
Totals	\$72,774,330	\$78,402,845	-7.18%

Comparative expenditures by object of expenditure are summarized in the following chart:



CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Budgeted expenditures summarized by object of expenditure, presenting the percentage change from prior year budget amounts as amended, are as follows:

	2017-18 Budget	2016-17 Budget (As Amended)	Percent Increase (Decrease)
Personnel Services	\$22,764,245	\$21,716,981	4.82%
Supplies	3,349,595	3,283,760	2.00
Maintenance and Services	18,635,773	12,577,977	48.16
Capital Outlay	12,466,537	18,378,988	-32.17
Debt Service	8,309,655	8,962,727	-7.29
Other Expense	127,839	6,417,488	-98.01
Transfers to other funds	7,120,685	7,064,924	0.79
Totals	<u>\$72,774,330</u>	<u>\$78,402,845</u>	<u>-7.18%</u>

General Fund

The General Fund is the City's largest single fund. Total expenditures for the General Fund are increased by \$1,041,508, or 3.48% from the FY17 adjusted budget. Items of interest funded in the General Fund include the following:

Personnel Changes:

Personnel expenditures, including salaries and benefits, account for 62.89% of the General Fund budgeted expenditures. For FY18, personnel costs increased due to the inclusion of a merit increase based on a 2.5% average increase per employees and a 12% increase in health insurance costs. Personnel costs also increased due to the addition of two (2) new positions in the General Fund and two positions that were converted from part-time to full-time. These new positions are discussed in greater detail in the Personnel Overview section of the Executive Summary.

Fleet Replacement Fees:

Fleet replacement fees are charged to departments that are assigned City fleet, including vehicles and equipment. In FY18, various pieces of equipment that were not previously covered by the fleet replacement program were added to the program increasing the expense in many departments.

Water and Wastewater Fund:

Total expenditures in the Water and Wastewater Operations Fund increased from \$9,806,992 in FY17 to \$10,124,991 for FY18, an increase of \$317,999, or approximately 3.2%. The most significant change in the Water and Wastewater Operations Fund includes the increase to personnel and benefits due to the inclusion of a merit increase, an increase in health insurance costs.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

Insurance Fund:

The Insurance Fund accounts for insurance premiums and related expenses for the City's health insurance and other benefit plans. Expenditures for the Insurance Fund for FY18 are budgeted at \$3,626,399 for premiums and related expenses, an increase of \$519,340, or 16.7% from FY17 budgeted expenditures of \$3,107,059. The City's health insurance premiums increased by approximately 12% from FY17, also additional personnel were added and greater dependent coverage participation all contributed to the increased budget.

Fleet Replacement Fund:

One (1) vehicle will be replaced and a fire engine will also be replaced in FY18 resulting in expenditures for the Fleet Replacement Fund for FY18 of \$747,000. This amount reflects an increase of \$77,000 from the FY17 expenditures when fourteen (14) vehicles were replaced.

Technology Fund:

The Technology Fund serves and funds the technology needs of the City regarding all computer acquisitions and maintenance costs for all City departments. Revenues for the Technology Fund are derived from user charges imposed on the General Fund, Civic Center Fund, Fire Station No. 3 and the Water and Wastewater Operating Fund. The total expenses for the Technology Fund for FY18 are \$941,600. This amount reflects an increase of \$409,250, or 76.9% from the expenses for FY17. The increase is due to the reallocation of technology operating expenditures related to the police department being moved back to the Technology Fund in the amount of \$150,000 and the implementation of several new projects including the Tyler Technologies project, the MACH Alerting system and the network connection project.

Capital Project Funds:

Capital project funds are used to account for the acquisition and construction of major capital projects and facilities, other than those projects and facilities financed by the general fund, special revenue funds, proprietary funds or internal service funds. These funds are used mainly to budget the use of bond proceeds and are presented as project-based budgets when the bonds are issued, rather than fiscal year budgets, since some projects may exceed one fiscal year. The total amount of expenditures budgeted for FY18 in the capital projects funds include \$7,425,530. Although this amount is less than the FY17 adjusted budget; many current projects have balances that will roll-over from FY17 to FY218.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

EXECUTIVE SUMMARY

GENERAL DEBT SERVICE OBLIGATIONS

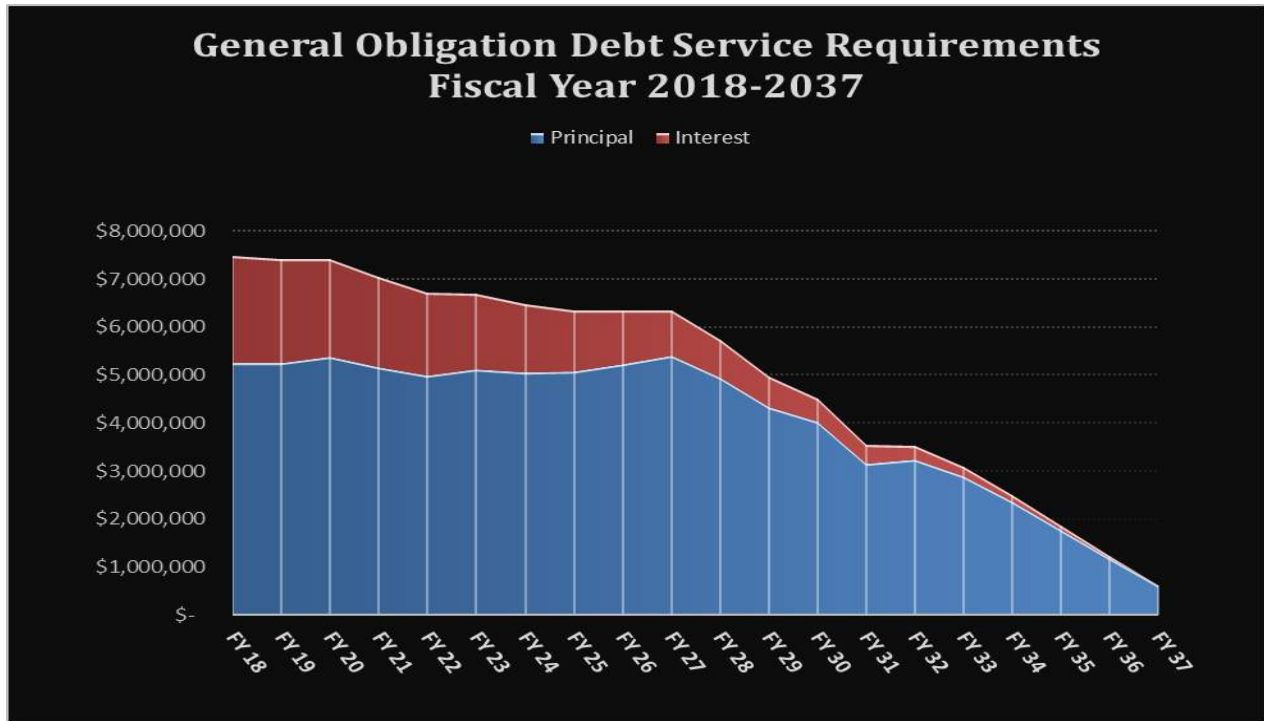
General Obligation Debt:

The debt service issued and outstanding debt service requirements include the following Certificates of Obligation, General Obligation and Refunding Bonds, Tax Notes and Other Promissory Notes:

	<u>Amount Issued</u>	<u>Amount Outstanding</u>
<i>Tax and Revenue Certificates of Obligation</i>		
Series 2008	6,080,000	4,030,000
Series 2008A	1,800,000	1,280,000
Series 2009	1,670,000	1,055,000
Series 2010A	2,800,000	2,100,000
Series 2010B	7,730,000	5,500,000
Series 2010C	2,775,000	930,000
Series 2012	8,600,000	6,450,000
Series 2012A	1,185,000	740,000
Series 2013	9,000,000	7,600,000
Series 2013A	650,000	405,000
Series 2014	5,000,000	4,435,000
Series 2014A	3,000,000	2,660,000
Series 2015	9,760,000	9,000,000
Series 2016	9,825,000	9,410,000
Series 2017	9,320,000	9,320,000
<i>General Obligation and Refunding Bonds</i>		
Series 2009	9,170,000	2,435,000
Series 2010	2,635,000	1,980,000
Series 2011	4,860,000	1,375,000
Series 2012	1,575,000	955,000
Series 2014	1,565,000	1,325,000
Series 2017	7,900,000	7,390,000
Total General Obligation Debt Outstanding		\$80,375,000

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY



General Obligation debt service requirements per year are summarized as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 5,240,000	\$ 2,248,578	\$ 7,488,578
2019	5,240,000	2,179,832	7,419,832
2020	5,380,000	2,030,189	7,410,189
2021	5,170,000	1,881,128	7,051,128
2022	4,980,000	1,737,567	6,717,567
2022-2035	<u>54,365,000</u>	<u>9,388,991</u>	<u>63,753,991</u>
Totals	<u>\$80,375,000</u>	<u>\$19,466,285</u>	<u>\$99,841,285</u>

No statutory debt limit is imposed by either State law or City Charter. However, the City's Financial Goals and Objectives Policy limit debt to ten percent (10%) of the assessed value of taxable property. Currently, the City policy's net bonded debt is approximately \$158 million lower than the debt limit. The City's general obligation debt per capita is \$2,125, while the City's overlapping debt per capita is \$5,263 for a total debt per capita of \$7,388. Overlapping debt includes all taxing entities within the City limits of Rosenberg, such as the Lamar Consolidated Independent School District, Fort Bend Municipal Utility District No.'s 94, 144, 148, 152, 159 and 167, and Fort Bend County.

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

EXECUTIVE SUMMARY

Enterprise Fund Debt:

Combination Tax and Revenue Certificates of Obligation were issued in 2010. Additionally, a capital lease agreement for the Energy Efficiency Project was approved in 2009 as well as a State Energy Conservation Office Loan Agreement. The debt service requirements for the Enterprise Fund are summarized as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	744,485	88,431	832,916
2019	637,495	64,226	701,722
2020	260,185	45,740	305,924
2021	465,085	28,694	493,779
2022-29	<u>430,393</u>	<u>5,078</u>	<u>435,471</u>
Total	<u>\$2,537,644</u>	<u>\$ 232,169</u>	<u>\$2,769,813</u>

PERSONNEL OVERVIEW

There is a total of 277 full-time positions for FY18 which includes an increase of seven (7) full-time positions over FY17 adopted budget. The increase includes four (4) positions that was added during FY2017, for the Community Oriented Policing Program. The Administrative Technician for the Park's Department was converted to a Human Resources Specialist. The FY18 Budget also includes the addition of (2) positions including: a Purchasing Agent/Contract Administrator and an Administrative Technician for the Animal Control Department. Additionally, two positions were converted from part-time to full-time, including the Crime Analyst in the Police Department and the Administrative Technician in Code Enforcement. Additionally, and Maintenance and Operation Technician was removed from the Park's Department due to an increase in the contracts for mowing.

Total full-time positions for FY18, by fund are summarized as follows:

<u>Fund/Department</u>	<u>FY18</u>
General Fund	232.5
Hotel/Motel Fund	1.0
Special Revenue Fund (Fire Station No. 3)	13.0
Water & Wastewater Fund	28.0
Civic Center Fund	<u>2.5</u>
Total Full-Time Positions	<u>277.0</u>

Total personnel costs, including fringe benefits, for FY18 are \$22,764,245 and comprise 31.3% of the City's overall budget.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

EXECUTIVE SUMMARY

CAPITAL IMPROVEMENTS PROGRAM (CIP)

In July 2017, the City Council approved a CIP program for FY18. The CIP is reviewed and evaluated each year to reflect changing priorities. It provides a framework for identifying capital requirements, scheduling projects, coordinating related projects and identifying future fiscal impact. The plan indicates only a commitment to the plan, but does not in itself authorize any funding or debt issuance. Funding mechanisms must be adopted each year to pay for the improvements.

Selected CIP projects for FY18 funding have been included in the FY18 departmental budgets and in the Capital Projects Summary. The plan identifies various projects that will be financed with operating funds, the issuance of bonds, Rosenberg Development Corporation, contributions and grants from other entities and other funding sources.

Effect of Capital Improvements on Operations:

Many of the capital improvements included in the FY18 budget are included as replacements of existing capital items. In these instances, the new equipment will continue to provide the current level of services to the City's citizens and/or customers. Other improvements may have an economic impact on future budgets. This information is provided for each project in the CIP section of the budget book.

FUND RESERVES

The fund balance reserve policies require minimum reserve balances of 20% of operating (non-recurring) expenditures, or a 73-day operating reserve. Based on the non-recurring expenditures, the required minimum ending fund balance for the General Fund would be \$5,963,324; the projected ending balance as provided in the budget is \$14,672,021, which represents 50% of operating expenditures, or a 181-day operating reserve. For the Water and Wastewater fund the required minimum ending balance, based on operating expenditures, should be \$1,851,245; the projected ending balance net of contingency as provided in the budget is \$6,121,390, which represents 66% of operating expenditures, or a 241-day operating reserve. The City remains in very sound financial condition with more than adequate reserves.

ROSENBERG DEVELOPMENT CORPORATION

In January 1995, voters authorized an additional ½ cent sales tax for the purpose of economic development. State of Texas statutes regulating the creation of this sales tax require the creation of a non-profit corporation with an appointed board of directors to oversee the corporation. The corporation's bylaws require the Board to approve their budget, which must then be approved by the City Council.

The corporation is presented as a component unit in the City's Comprehensive Annual Financial Report. Therefore, the corporation's budget is presented separately from the City's budget. The corporation's budget is presented as two funds: an operating fund and a capital projects fund. The revenues include approximately \$3.86 million in sales tax for FY18. Expenditures are categorized as follows: administration, marketing, memberships and services, professional services, business retention and expansion and infrastructure. The majority of the expenses, \$5,225,750 or 80.7% of the budget is for infrastructure improvements and debt service payments.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

EXECUTIVE SUMMARY

DISTINGUISHED BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Rosenberg for its annual budget for the fiscal year beginning October 1, 2016. In order to receive the 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 communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award. The 2016-17 budget award is the twenty-fourth consecutive year the City has received the award.



CITY OF ROSENBERG, TEXAS
2017-18 BUDGET
Organizational Goals Matrix

The purpose of this organizational goals matrix is to cross-reference the goals and objectives of the City of Rosenberg as an entity with those of each department. In 2014, the Rosenberg City Council approved the City of Rosenberg Strategic Plan. The City has developed goals that will help the organization plan and fulfill its mission for the next five (5) years. The City's goals will ultimately be achieved through the execution of the goals, strategies and action plans that have been developed at the departmental level.

STRATEGIC PLAN GOAL# 1

❖ *Effectively manage the growth that will occur in Rosenberg in the coming years.*

Animal Control

- Provide quality service to our community.

City Secretary

- Improve Record Storage Room.
- Develop a plan for additional departments to utilize the electronic document management system (EDMS), especially for those departments with permanent records.
- Transfer construction drawings microfilm onto electronic media.
- Begin training for a succession plan for the City Secretary position.

Civic Center

- Provide excellent customer service and satisfaction – 100% is the goal.
- Provide a clean, well maintained, updated and comfortable environment for all customers.

Code Enforcement

- Provide staffing to accommodate our City's accelerated growth.

Communications

- Anticipate and meet the changing needs of the community and organization.

Customer Service

- Implement the use of technology to help prepare for future growth and to alleviate some of the burden being placed on the Department staff by providing alternative payment options for customers.

Economic Development

- Pursue Business Recruitment Opportunities.
- Facilitate Business Retention and Expansion.

Finance

- Respond to infrastructure deficiencies and ensure that funds are provided to achieve a balance between funding new facilities and services to proper maintenance of existing facilities and infrastructure.

Fire

- Maintain or enhance critical facilities.
- Maintain reliable equipment.

Fleet Maintenance

- Provide proper staffing to accommodate growing size of the fleet and changing technology.

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET
Organizational Goals Matrix

- Acquire a new fleet facility and fuel site for the City of Rosenberg.

Human Resources

- Anticipate and respond to changes, and staffing trends including compensation methods which promote competitive salaries, incentives, and benefits for City positions.
- Training staff in employee relations and performance management; maintaining compliance with applicable rules, laws, and regulations; and expanding services and technology to provide for efficiency.

Mayor & Council

- The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.

Municipal Court

- The Municipal Court will provide a safe, professional, technologically-advanced environment.
- The Municipal Court will meet the current and future needs of the court customers and staff.

Parks & Recreation

- To provide new amenities and new facilities that will allow us to provide a consistent level of service and meet the growing needs of our community.
- To provide a consistent level of staffing that will allow the department to meet the anticipated future demands on Parks, Recreation and Special Event services.

Planning

- Complete the funded Comprehensive Plan update
- Achieve match between staff qualifications and responsibilities through having the Community Development Director responsible for more complex tasks and a Planner for less complex tasks.
- Have a minimum of three (3) positions responsible for completing Planning tasks, including a Community Development Director, Planner, and support staff.

Police

- Provide quality service to our community.
- Improve the safety of our community and the efficient mobility of traffic.

Public Works

- Improve the condition of our public infrastructure.
- Continue to research technology trends and address technology threats.
- Provide quality public works service to our community.

School Officers and Crossing Guards

- Continue to provide quality contractual police services to Lamar Consolidated Independent School District

Technology

- Formalize Information security
- Standardize and enhance internal service delivery
- Centralize and Consolidate
- Improve Standards

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET
Organizational Goals Matrix

STRATEGIC PLAN GOAL# 2

❖ ***Enhance Rosenberg's quality of life for residents, businesses and visitors.***

Animal Control

- Continue to administer a successful animal adoption program to find forever homes for as many animals as possible, and limit euthanizations.

Building Maintenance

- Exceptional levels of customer satisfaction.

Civic Center

- Be recognized as the premier meeting/special event resource for the community.

Code Enforcement

- Provide a safe and functional facility for staff and public convenience.

Communications

- Anticipate and meet the changing needs of the community and organization.

Customer Service

- Provide customers with greater accessibility to account information by providing up-to-date adequate information.

Economic Development

- Carry out Livable Centers Program
- Continue to Build Main Street Program

Finance

- Increase the use of technology to enhance the services for the City Departments and employees.

Fire

- Increase personnel.

Fleet Maintenance

- Train personnel properly in order to maintain a professional level of service to the entire fleet.
- Create a safe working environment for the employees of the Fleet Department as well as our customers.

Human Resources

- Expanding services and technology to better serve the future needs; offer wellness programs that improve employee health and well-being and promote a healthy work environment.

Mayor & Council

- The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.

Parks & Recreation

- To give our staff the opportunity to attend off-site educational training sessions and to obtain additional certifications that will allow the department to provide a professional level of service that meets the demands of our citizens.
- To acquire the equipment necessary to ensure staff and citizen safety and to provide professionally maintained facilities.

Planning

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET
Organizational Goals Matrix

- Assign GIS positions to specific City departments
- Aid the Police and Fire Departments in transitioning from Spillman Classic to Spillman Sentryx software
- Improve and expand the GIS database of water, wastewater, and drainage infrastructure
- Develop web-based interactive maps and an online PDF map library

Police

- Actively involve residents and the business community in crime prevention and promoting community safety awareness.

School Officers and Crossing Guards

- Continue to research and update technology
- Improve the safety of students

Water and Wastewater

- Provide an effective wastewater collection treatment system to protect public health.
- Provide superior drinking water.

STRATEGIC PLAN GOAL# 3

❖ *Increase the public's confidence in the City of Rosenberg, its staff and its services.*

Building Maintenance

- Train and retain highly motivated and stable workforce
- Provide excellent facilities maintenance, operations and services

City Secretary

- Expand methods of transparency to the public.

Code Enforcement

- Research technology trends and address technology threats.

Communications

- Increase public confidence.

Customer Service

- Provide quality customer service in a timely and convenient manner.
- Provide more opportunities for advancement and incentives for professional development of staff.

Economic Development

- Increase levels of Communications.

Finance

- Provide accurate, timely and transparent information to all stakeholders.
- Further develop the Finance team and promote employee development and training to meet the increasing finance reporting requirements and provide excellent accounting services.

Fire

- Evaluating customer needs.
- Professional development.
- Seek opportunities for public and private partnerships.

Human Resources

- Controlling loss exposures and responding timely to concerns, questions, or complaints

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET
Organizational Goals Matrix

about health and safety issues.

- Training and development designed to increase individual and organizational productivity including succession planning efforts.

Mayor & Council

- The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.

Municipal Court

- The Municipal Court will provide citizens a high level of confidence and exceptional customer service.

Parks & Recreation

- To increase sustainability and offer a wider variety of recreational and education programming to the community.
- To increase sustainability, visibility, and participation in all Special Events offered by the Department.

Planning

- Gain the ability to sufficiently respond to all inquiries directed at the Planning Department within 24 hours
- Provide facilities in accordance with City standards, with adequate meeting space, and the space for necessary personnel
- Research and make recommendations regarding possible management companies for Rosenberg Cemetery to improve the level of service compared to what can be provided internally

Police Department

- Research technology trends and address technology threats

Technology

- Standardize and enhance internal service delivery.
- Upgrade technology infrastructure and formalize information security.
- Lay groundwork for deployment of digital city capabilities.

Water and Wastewater

- Provide 100% Customer satisfaction.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

2018 Department and Fund Relationships

DEPARTMENT	General Fund	Special Revenue Fund	Water & Wastewater Fund	Civic Center Fund	Capital Projects Fund	Internal Service Fund
Mayor/Council	X					
City Manager	X					X
Human Resources	X					X
Economic Development	X					X
City Secretary	X					X
Finance	X					X
Municipal Court	X	X				X
City Attorney	X					
City Prosecutor	X					
Communications	X	X				X
Technology	X	X	X	X		X
General Government	X					X
Planning	X					X
Engineering	X					
Code Enforcement	X					X
Health	X					X
Civic Center				X		X
Parks & Recreation	X	X				X
Special Events	X					
Police	X	X			X	X
Emergency Management	X					
Animal Control	X					X
School Officers & CG	X					X
Fire	X	X				X
Fire Marshal	X					X
Public Works	X	X			X	X
Street Lighting & Signals	X					X
Fleet Maintenance	X					X
Solid Waste	X					X
Building Maintenance	X					X
Customer Service			X			X
W/WW Administration			X			X
Water Production			X		X	X
Water Distribution			X		X	X
Wastewater Collection			X		X	X
Wastewater Treatment			X		X	X
Reclaimed Water			X		X	X



BUDGET SUMMARIES

- Combined Budget Summaries
- Summary of Revenues, Expenditures, and Changes in Fund Equity
- Budgeted Capital Expenditures
- Summary of Personnel Staffing Positions

BUDGET SUMMARIES

OCT 1, 2017 - SEP 30, 2018

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

COMBINED BUDGET SUMMARY

Fund	Estimated Beginning Balance 10/1/2017	Revenues & Transfers In	Expenditures & Transfers Out	Estimated Ending Balance 9/30/2018
Note (1)				
GOVERNMENTAL FUND TYPES:				
GENERAL FUND	\$ 15,276,132	\$ 30,936,622	\$ 30,936,622	\$ 15,276,132
SPECIAL REVENUE FUNDS:				
Hotel/Motel Fund	1,328,961	585,100	825,739	1,088,322
Municipal Court Technology Fund	6,546	21,010	23,450	4,106
Beautification Fund	110,400	24,100	15,000	119,500
Law Enforcement Fund	278,391	50	125,600	152,841
Community Development Block Grant Fund	103,840	329,000	406,600	26,240
Police Asset Forfeiture Fund	33,676	-	15,400	18,276
Park Land Dedication Fund	285,293	5,200	246,037	44,456
Juvenile Case Management Fund	165,295	21,060	32,269	154,086
Municipal Court Child Safety Fund	190,162	36,065	59,465	166,762
Municipal Court Building Security Fund	-	13,500	13,500	-
MUD Fire Services Fund	822,868	1,009,000	1,237,900	593,968
Police Federal Forfeiture Fund	97,272	25,520	35,000	87,792
PEG Fund	163,131	70,000	15,000	218,131
Fire Station No. 3 Operating Fund	1,756	1,359,369	1,359,369	1,756
Subtotal	3,587,592	3,498,974	4,410,329	2,676,237
DEBT SERVICE FUND	5,492,737	7,534,889	7,472,889	5,554,737
CAPITAL PROJECTS FUNDS	1,834,367	6,770,392	7,425,530	1,179,229
TOTAL GOVERNMENTAL FUNDS	26,190,828	48,740,877	50,245,370	24,686,335
PROPRIETARY FUND TYPES:				
ENTERPRISE FUNDS:				
Water & Wastewater Fund:				
Operating Funds	6,421,390	10,124,991	10,124,991	6,421,390
Restricted Funds	7,960,609	3,987,220	6,627,558	5,320,271
Civic Center Fund	27,212	434,200	461,412	-
Subtotal	14,409,211	14,546,411	17,213,961	11,741,661
INTERNAL SERVICE FUNDS:				
Insurance Fund	682,117	3,587,399	3,626,399	643,117
Fleet Replacement Fund	4,291,536	1,482,672	747,000	5,027,208
Technology Fund	115,908	943,600	941,600	117,908
Subtotal	5,089,561	6,013,671	5,314,999	5,788,233
TOTAL PROPRIETARY FUNDS	19,498,772	20,560,082	22,528,960	17,529,894
COMPONENT UNITS:				
Rosenberg Development Corporation	10,362,857	3,882,116	6,474,432	7,770,541
GRAND TOTAL	\$ 56,052,457	\$ 73,183,075	\$ 79,248,762	\$ 49,986,770

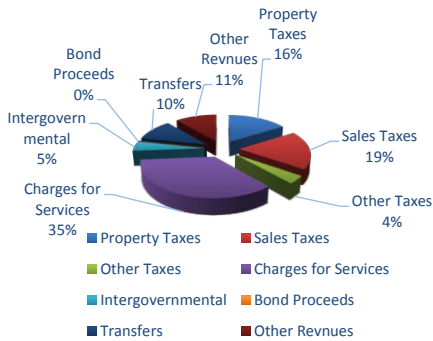
Notes:

(1) - Total beginning reserves, including restricted reserves.

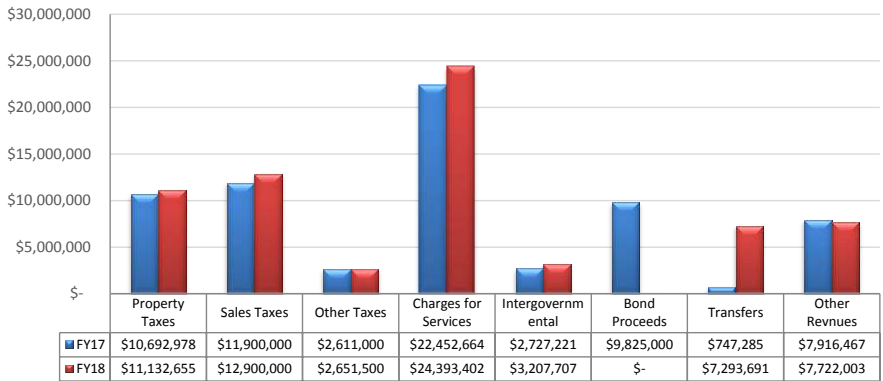
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Budget Summary - All Funds

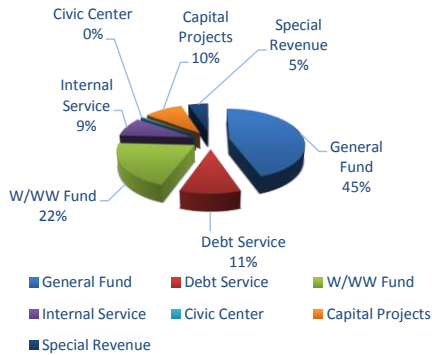
FY18 Resources



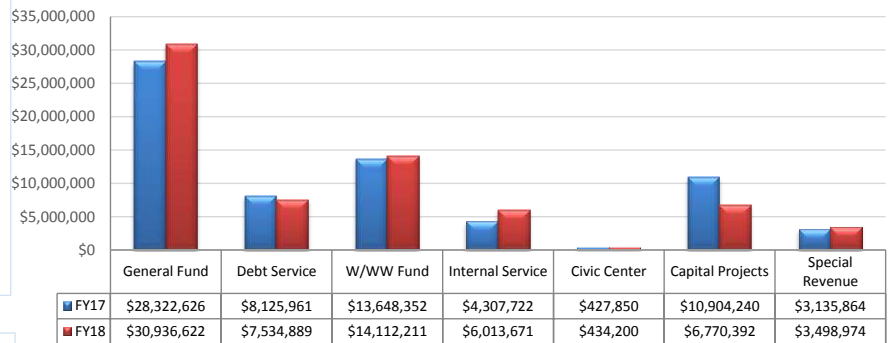
Resources Compared - FY2017 to FY2018



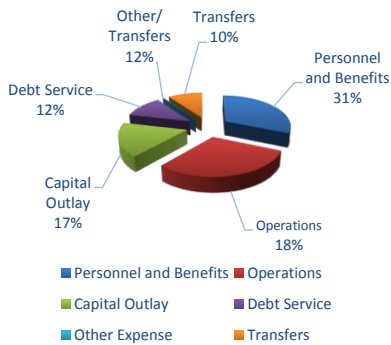
FY18 Expenditures by Fund



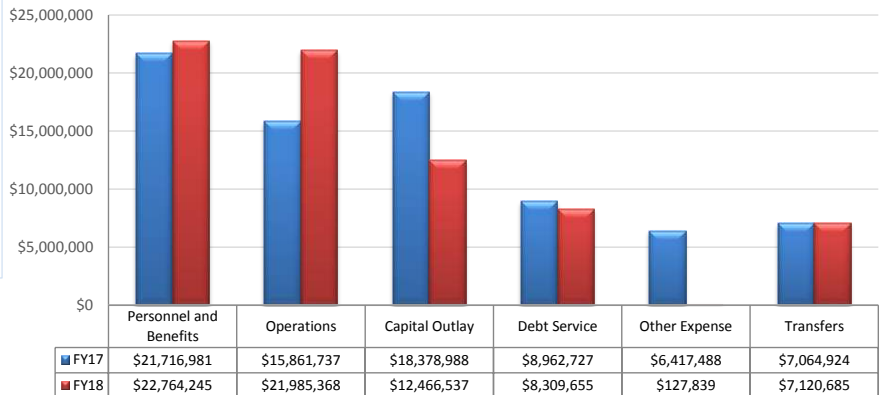
Expenditures by Fund Compared - FY 2017 to FY 2018



FY18 Expenditures by Function



Expenditures by Function Compared - FY 2017 to FY 2018



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**OVERALL SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND EQUITY**

Description	GOVERNMENTAL FUND TYPES				PROPRIETARY FUND TYPES			ALL FUNDS
	General Fund	Special Revenue Funds (1)	Debt Service Fund	Capital Projects Funds (2)	Enterprise Funds			2017-18 Budget
					Water & Wastewater Fund	Civic Center Fund	Internal Service Funds (3)	
BEGINNING BALANCE (Estimates)	\$ 15,276,132	\$ 3,587,592	\$ 5,492,737	\$ 1,834,367	\$ 14,381,999	\$ 27,212	\$ 5,089,561	\$ 45,689,600
REVENUES:								
Property taxes	6,614,084	-	4,518,571	-	-	-	-	11,132,655
Sales taxes	12,900,000	-	-	-	-	-	-	12,900,000
Other taxes	2,006,500	645,000	-	-	-	-	-	2,651,500
Licenses & permits	704,900	-	-	-	-	-	-	704,900
Charges for services	4,749,220	-	-	-	12,938,800	106,000	5,313,582	23,107,602
Fines & forfeitures	489,400	91,500	-	-	-	-	-	580,900
Interest revenue	100,000	6,985	25,000	2,000	66,250	-	5,950	206,185
Intergovernmental	1,423,707	1,334,000	-	6,768,392	450,000	-	-	9,976,099
Contributions	-	29,000	-	-	-	-	-	29,000
Other Revenue	228,055	33,520	-	-	-	-	28,539	290,114
TOTAL REVENUES	29,215,867	2,140,005	4,543,571	6,770,392	13,455,050	106,000	5,348,071	61,578,955
OTHER FINANCING SOURCES:								
Proceeds from debt issuance	-	-	-	-	-	-	-	-
Transfers in	1,720,755	1,358,969	2,991,318	-	657,161	328,200	665,600	7,722,003
TOTAL OTHER SOURCES	1,720,755	1,358,969	2,991,318	-	657,161	328,200	665,600	7,722,003
TOTAL RESOURCES	30,936,622	3,498,974	7,534,889	6,770,392	14,112,211	434,200	6,013,671	69,300,959
TOTAL FUNDS AVAILABLE	\$ 46,212,754	\$ 7,086,566	\$ 13,027,626	\$ 8,604,759	\$ 28,494,210	\$ 461,412	\$ 11,103,232	\$ 114,990,559
OPERATING EXPENSES:								
Personnel and Benefits	\$ 19,457,077	\$ 1,219,492	\$ -	\$ -	\$ 1,913,841	\$ 173,834	\$ -	\$ 22,764,245
Supplies	1,839,455	240,065	-	-	1,197,175	72,900	-	3,349,595
Maintenance & services	7,518,991	518,725	-	-	6,102,171	111,888	4,383,999	18,635,773
Capital outlay	1,120,000	759,037	-	7,425,530	2,190,970	40,000	931,000	12,466,537
Debt Service	-	-	7,472,889	-	836,766	-	-	8,309,655
Other expense	35,839	-	-	-	92,000	-	-	127,839
TOTAL EXPENDITURES	29,971,362	2,737,319	7,472,889	7,425,530	12,332,923	398,622	5,314,999	65,653,644
OTHER FINANCING USES:								
Transfers Out	965,260	1,673,009	-	-	4,419,626	62,790	-	7,120,685
TOTAL OTHER USES	965,260	1,673,009	-	-	4,419,626	62,790	-	7,120,685
TOTAL EXPENDITURES & OTHER USES	30,936,622	4,410,329	7,472,889	7,425,530	16,752,549	461,412	5,314,999	72,774,330
TOTAL ENDING BALANCE	15,276,132	2,676,237	5,554,737	1,179,229	11,741,661	-	5,788,233	42,216,229
Reserve for contingencies	100,000	-	-	-	300,000	-	-	400,000
Restricted balance	-	2,554,982	-	-	5,355,767	-	-	7,910,749
ENDING BALANCE (4)	\$ 15,176,132	\$ 121,256	\$ 5,554,737	\$ 1,179,229	\$ 6,085,894	\$ -	\$ 5,788,233	\$ 33,905,481

(1) Includes all Special Revenues Funds as listed on page C - 1.

(2) Capital Project Funds are project-based budgets and therefore cover more than one fiscal year.

(3) Includes Insurance, Fleet Replacement and Technology Funds.

(4) Undesignated/Unreserved Balance.

**CITY OF ROSENBERG
2017-18 BUDGET**

Capital Expenditures Summary

The City Manager develops and maintains a five-year plan for capital improvements which is reviewed annually by the City Council. The Capital Improvements Program (CIP) is a planning document only and does not authorize or fund projects. Only capital expenditures in excess of \$100,000 are included in the CIP. Toward the back of this document is a detailed description and summary of the CIP.

A summary of all capital expenditures included in the budget for Fiscal Year 2018, which may include items from the CIP, but also include smaller expenditures for items that are considered capital purchases, is presented as follows:

GENERAL FUND:	\$ 900,000
HOTEL/MOTEL FUND	(A)
LAW ENFORCEMENT FUND:	18,000
COMMUNITY DEVELOPMENT BLOCK GRANT FUND:	406,600
PARKLAND DEDICATION FUND	246,037
MUD FIRE SERVICES FUND	73,400
PEG CAPITAL FUND:	15,000
CAPITAL PROJECTS FUNDS:	7,425,530
WATER/WASTEWATER CAPITAL PROJECT FUNDS:	2,190,970
CIVIC CENTER FUND:	40,000
FLEET REPLACEMENT FUND:	37,000
TECHNOLOGY FUND:	<u>184,000</u>
Total Capital Expenditures:	\$ 11,536,537
 RDC CAPITAL EXPENDITURES:	 5,225,750
 GRAND TOTAL CAPITAL EXPENDITURES:	 <u><u>\$ 16,762,287</u></u>

(A) Project amount will roll over in to FY18

**CITY OF ROSENBERG
2017-18 BUDGET**

Budgeted Capital Expenditures

Fund	Department/Project Description	2016-17 Budget	2016-17 Estimate	2017-18 Budget
GENERAL FUND				
	Public Works (101-5022)			
	Street Overlay	\$ 900,000	\$ 1,458,264	\$ 900,000
	Public Works Total	900,000	1,458,264	900,000
	General Fund Total	\$ 900,000	\$ 1,458,264	\$ 900,000
SPECIAL REVENUE FUNDS				
	HOTEL/MOTEL FUND			
	Improvements - Big League Baseball Field	\$ 300,000	\$ 300,000	(A)
	Hotel/Motel Fund Total	300,000	300,000	-
	LAW ENFORCEMENT FUND (215)			
	Machinery & Equipment	20,000	20,000	18,000
	Law Enforcement Fund Total	20,000	20,000	18,000
	COMMUNITY DEVELOPMENT BLOCK GRANT FUND (216)			
	North Side Water Improvements - Phase IV	398,200	398,200	(A)
	North Side Water Improvements - Phase V	-	-	406,600
	CDBG Fund Total	398,200	398,200	406,600
	PARK LAND DEDICATION FUND (221)			
	Improvements O/T Buildings	44,607	27,570	17,037
	Improvements O/T Buildings - Sbrn Creek Nature	150,000	150,000	25,000
	Improvements O/T Buildings - Sbrn Creek Sports Com	96,638	96,638	204,000
	Park Land Dedication Fund Total	291,245	274,208	246,037
	MUD FIRE SERVICES FUND (226)			
	Machinery & Equipment	-	-	73,400
	Mud Fire Services Fund Total	-	-	73,400
	PEG CAPITAL FUND (228)			
	Machinery and Equipment	115,000	84,500	15,000
	PEG Capital Fund Total	115,000	84,500	15,000
	Special Revenue Funds Total	\$ 1,124,445	\$ 1,076,908	\$ 759,037

**CITY OF ROSENBERG
2017-18 BUDGET**

Budgeted Capital Expenditures

Fund	Department/Project Description	2016-17 Budget	2016-17 Estimate	2017-18 Budget
CAPITAL PROJECTS FUNDS				
	General Supplemental Fund (410)			
	Traffic Signal at Reading & Town Center Blvd	\$ -	\$ 115,375	(A)
	Avenue C Connector	-	-	-
	Bamore Road Connector	16,675	210,000	(A)
	Railroad Quiet Zones	-	100,000	-
	Avenue G Connector	400,000	400,000	(A)
	Lane Drive Drainage	50,000	50,000	(A)
	Machinery & Equipment	313,000	330,265	-
	Motor Vehicles	122,840	122,840	-
	IT Network Infrastructure	-	271,500	(A)
	General Supplemental Fund Total	902,515	1,599,980	-
	2007, 2009, 2010 & 2014 General Obligation Fund (415)			
	Dry Creek Drainage	918,282	918,282	(A)
	2007, 2009, 2010 & 2014 General Obligation Fund Total	918,282	918,282	-
	2015 Certificates of Obligation Fund (425)			
	Old Richmond Road/Avenue F (CP1305)	1,527,463	1,527,463	(A)
	Chloramine Conversion (CP1513)	261,455	261,455	(A)
	Water Plant No. 8 (CP1512)	3,159,298	3,159,298	(A)
	Lift Station No. 2 Replacement (CP1515)	660,000	660,000	(A)
	Sanitary Sewer Pipe Bursting Phase II (CP1514)	1,662,231	1,662,231	(A)
	2015 Certificates of Obligation Fund Total	7,270,447	7,270,447	-
	Spacek Rd County Mobilty Project Fund (431)			
	Spacek Rd Improvements Phase II	1,625,530	-	1,625,530
	Spacek Rd County Mobilty Project Fund Total	1,625,530	-	1,625,530
	Bryan Rd County Mobilty Project Fund (433)			
	Bryan Rd Improvements	-	-	5,800,000
	Spacek Rd County Mobilty Project Fund Total	-	-	5,800,000
	Capital Projects Funds Total	\$ 10,716,774	\$ 9,788,709	\$ 7,425,530

**CITY OF ROSENBERG
2017-18 BUDGET**

Budgeted Capital Expenditures

Fund	Department/Project Description	2016-17 Budget	2016-17 Estimate	2017-18 Budget
WATER/WASTEWATER FUND				
	SPACEK RD LIFT STATION & SEWER LINE FUND (509)			
	Spacek Road Sewer Line (CP1506)	\$ 1,440,000	\$ -	\$ -
	Bryan Road Lift Station (CP1408)	-	-	1,615,000
	Spacek Rd Lift Station & Sewer Line Fund Total	-	-	1,615,000
	WATER/WASTEWATER SUPPLEMENTAL FUND (515)			
	Buildings	257,781	282,000	-
	Improvements O/T Buildings	-	-	207,500
	I-69 Utility Adjustments	66,917	66,917	-
	Lift Station No. 2 Improvements	376,866	376,866	-
	SCADA Project	200,000	200,000	280,000
	Sanitary Sewer Phase II	88,810	-	-
	Machinery and Equipment	76,500	74,100	86,600
	Computer Hardware/Software	-	-	1,870
	Water/Wastewater Supplemental Fund Total	1,066,874	999,883	575,970
	BRYAN/SPACEK RD IMPACT FEE FUND (516)			
	Spacek Rd Sewer Lift Station (CP1408)	220,228	222,989	-
	Bryan/Spacek Rd Impact Fee Fund Total	220,228	222,989	-
	SEWER IMPACT FEE FUND (518)			
	Improvements O/T Buildings	909,000	909,000	-
	Water Impact Fee Fund Total	909,000	909,000	-
	GRP WATER PROJECTS FUND (520)			
	Water Line Extensions/Upsizing	387,379	387,379	(A)
	Chloramine Conversion	1,212,617	121,617	(A)
	Water Plant No. 8	172,630	172,630	(A)
	GRP Water Projects Fund Total	1,772,626	681,626	-
	FM 2977 WATER IMPROVEMENTS FUND (523)			
	FM 2977 Water Storage Tank (CP1504)	-	351,961	(A)
	FM 2977 Water Improvements Fund Total	-	351,961	-
	Water/Wastewater Fund Total	\$ 3,968,728	\$ 3,165,459	\$ 2,190,970
CIVIC CENTER FUND (560)				
	Machinery and Equipment	\$ 75,000	\$ 35,000	\$ 40,000
	Civic Center Fund Total	75,000	35,000	40,000
	Civic Center Fund Total	\$ 75,000	\$ 35,000	\$ 40,000

**CITY OF ROSENBERG
2017-18 BUDGET**

Budgeted Capital Expenditures

Fund	Department/Project Description	2016-17 Budget	2016-17 Estimate	2017-18 Budget
FLEET REPLACEMENT FUND (602)				
	Motor Vehicles	\$ 670,000	\$ 670,000	\$ 37,000
	Fleet Replacement Fund Total	670,000	670,000	37,000
	Fleet Replacement Fund Total	\$ 670,000	\$ 670,000	\$ 37,000
TECHNOLOGY FUND (603)				
	PC Maintenance and Replacement	\$ 46,000	\$ 46,000	\$ 46,000
	Computer Hardware/Software	-	450,000	(A)
	Servers Maintenance and Replacement	20,000	20,000	20,000
	Peripherals Maintenance and Replacement	10,000	10,000	10,000
	Facility Security Maintenance and Replacement	10,000	15,000	15,000
	Networking Maintenance and Replacement	27,000	49,440	93,000
	Technology Fund Total	113,000	590,440	184,000
	Technology Fund Total	\$ 113,000	\$ 590,440	\$ 184,000
Total Budgeted Capital Expenditures:		\$ 17,567,947	\$ 16,784,780	\$ 11,536,537
RDC PROJECTS FUND (225)				
	Fort Bend Transit	\$ 75,000	\$ 75,000	\$ 75,000
	Highway 36 - Multi Modal Feasibility Study	-	-	120,000
	I-69 Waterline Extension	-	-	262,700
	Downtown Planters	-	-	30,000
	Macario Garcia Park Restrooms (CP1507)	-	26,129	-
	Paragon Infrastructure	-	(3,000,000)	-
	Parks Improvement	50,000	50,000	50,000
	Prospective Business Incentive	500,000	500,000	500,000
	4th Street Infrastructure/Wal-mart Project	463,385	-	-
	Seabourne Creek Park Nature Center	-	-	110,000
	Seabourne Creek Sports Complex - Big League Baseball Field	100,000	100,000	-
	Sidewalk Improvements	250,000	250,000	275,000
	Wayfinding Signage Development	-	-	50,000
	Tony Becerra Park Canoe/Kayak Launch	-	-	20,000
	Texas State Technical College (TSTC)	200,000	200,000	200,000
	Transportation Gateways Improvements (CP1601)	75,000	75,000	60,000
	Travis Park Playground Shade Structures	25,000	25,000	-
	Airport Avenue Extension	-	-	3,173,050
	Reading Road Center Turn Lane	1,721,000	1,721,000	300,000
	Seatex Drainage Project	100,000	100,000	-
	RDC Projects Fund Total	3,559,385	122,129	5,225,750
	RDC Projects Fund Total:	\$ 3,559,385	\$ 122,129	\$ 5,225,750
GRAND TOTAL CAPITAL EXPENDITURES:		\$ 21,127,332	\$ 16,906,909	\$ 16,762,287

(A) Project amount will roll over in to FY18

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Summary of Personnel Staffing Positions
(Full-time Equivalent Positions)**

Fund/Department Position Title	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
GENERAL FUND:						
General Government:						
City Manager (101-1200)						
City Manager	1.00	1.00	1.00	1.00	1.00	
Executive Assistant	1.00	1.00	1.00	1.00	1.00	
Administrative Support Coordinator	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Subtotal	4.00	4.00	4.00	4.00	4.00	0%
Human Resources (101-1210)						
Director of Human Resources	1.00	1.00	1.00	1.00	1.00	
Administrative Support Coordinator	1.00	1.00	1.00	1.00	0.00	
Administrative Specialist	0.00	0.00	1.00	1.00	0.00	
Human Resources Generalist	0.00	0.00	0.00	0.00	2.00	
Subtotal	2.00	2.00	3.00	3.00	3.00	50%
Economic Development (101-1211)						
Director of Economic Development	1.00	1.00	1.00	1.00	1.00	
Assistant Director of Economic Development	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Subtotal	3.00	3.00	3.00	3.00	3.00	0%
City Secretary (101-1300)						
City Secretary	1.00	1.00	1.00	1.00	1.00	
Assistant City Secretary	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	0.48	0.48	0.48	0.48	0.48	
Subtotal	2.48	2.48	2.48	2.48	2.48	0%
Finance (101-1400)						
Assistant City Manager	0.00	0.00	0.00	1.00	1.00	
Executive Director of Administrative Services	1.00	1.00	1.00	0.00	0.00	
Manager	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Technician	2.00	2.00	2.00	2.00	2.00	
Purchasing Agent/Contract Administrator	0.00	0.00	0.00	0.00	1.00	
Subtotal	6.00	6.00	6.00	6.00	7.00	17%
Municipal Court (101-1417)						
Municipal Judge	1.00	0.48	0.48	0.48	0.48	
Associate Municipal Court Judge	0.48	0.48	0.48	0.48	0.48	
Court Administrator	1.00	1.00	1.00	1.00	1.00	
Court Clerk II	2.00	2.00	2.00	2.00	2.00	
Court Clerk I	1.00	1.00	1.00	1.00	1.00	
Subtotal	5.48	4.96	4.96	4.96	4.96	0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Summary of Personnel Staffing Positions
(Full-time Equivalent Positions)**

Fund/Department Position Title	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
Information Services (101-1720)						
Director of Information Services	1.00	1.00	1.00	1.00	1.00	
Technology Systems Administrator	1.00	1.00	1.00	1.00	1.00	
Technology Support Specialist	1.00	1.00	2.00	2.00	2.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Subtotal	3.50	3.50	4.50	4.50	4.50	29%
Communications (101-1750)						
Communications Manager	1.00	1.00	1.00	1.00	1.00	
Content Specialist	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Subtotal	2.50	2.50	2.50	2.50	2.50	0%
General Government (101-1800)						
Administrative Intern	2.32	2.32	2.32	2.32	2.32	
Subtotal	2.32	2.32	2.32	2.32	2.32	0%
TOTAL GENERAL GOVERNMENT	31.28	30.76	32.76	32.76	33.76	10%
Public Safety:						
Police (101-3000)						
Police Chief	1.00	1.00	1.00	1.00	1.00	
Assistant Police Chief	1.00	1.00	1.00	1.00	1.00	
Police Lieutenant	5.00	5.00	5.00	5.00	5.00	
Police Sergeant	8.00	8.00	9.00	9.00	10.00	
Police Officer	48.00	51.00	54.00	54.00	53.00	
Public Safety Support Supervisor	3.00	3.00	3.00	3.00	3.00	
Public Safety Support Specialist	14.00	14.00	14.00	14.00	14.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	2.00	2.00	2.00	2.00	2.00	
Administrative Technician	1.00	1.00	1.00	1.00	1.00	
Civilian Jailer	2.00	2.00	2.00	2.00	2.00	
Crime Analyst	0.48	0.48	0.48	0.48	1.00	
Crime Victim's Advocate	1.00	1.00	1.00	1.00	1.00	
Information Technology Specialist	0.00	1.00	0.00	0.00	0.00	
Subtotal	87.48	91.48	94.48	94.48	95.00	4%
School Officers & Crossing Guards (101-3036)						
Police Lieutenant	1.00	1.00	1.00	1.00	1.00	
Police Sergeant	1.00	1.00	1.00	1.00	1.00	
Police Officer	9.00	10.00	10.00	10.00	10.00	
School Crossing Guards	2.86	2.86	2.86	2.86	2.86	
Subtotal	13.86	14.86	14.86	14.86	14.86	0%
Animal Control (101-3034)						
Animal Control Supervisor	1.00	1.00	1.00	1.00	1.00	
Animal Control Officer	2.00	2.00	2.00	2.00	2.00	
Administrative Technician	0.00	0.00	0.00	0.00	1.00	
Subtotal	3.00	3.00	3.00	3.00	4.00	33%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Summary of Personnel Staffing Positions
(Full-time Equivalent Positions)**

Fund/Department Position Title	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
Fire (101-3100)						
Fire Chief	1.00	1.00	1.00	1.00	1.00	
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	
Fire Captain	6.00	6.00	6.00	6.00	6.00	
Fire Engineer	6.00	6.00	6.00	6.00	6.00	
Senior Firefighter	7.00	7.00	7.00	7.00	7.00	
Firefighter	11.00	11.00	11.00	11.00	11.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	1.00	1.00	1.00	
Subtotal	37.00	37.00	37.00	37.00	37.00	0%
Fire Marshal (101-3133)						
Fire Marshal	1.00	1.00	1.00	1.00	1.00	
Fire Inspector	3.00	3.00	3.00	3.00	3.00	
Subtotal	4.00	4.00	4.00	4.00	4.00	0%
TOTAL PUBLIC SAFETY	145.34	150.34	153.34	153.34	154.86	3%
Public Works (101-5022)						
Assistant City Manager of Public Services	0.35	0.35	0.00	0.00	0.00	
Executive Director of Public Services	0.00	0.00	0.50	0.50	0.50	
Director of Public Works	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Manager	1.00	1.00	1.00	1.00	1.00	
M&O Foreman	2.00	2.00	2.00	2.00	2.00	
M&O Specialist	3.00	3.00	3.00	3.00	3.00	
M&O Technician	9.00	9.00	9.00	9.00	9.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	
Project Director	1.00	1.00	1.00	1.00	1.00	
Subtotal	18.85	18.85	19.00	19.00	19.00	1%
Fleet Maintenance (101-5025)						
Manager	1.00	1.00	1.00	1.00	1.00	
Mechanic II	2.00	2.00	2.00	2.00	2.00	
Mechanic I	1.00	1.00	1.00	1.00	1.00	
M&O Technician	1.00	1.00	1.00	1.00	1.00	
Subtotal	5.00	5.00	5.00	5.00	5.00	0%
Building Maintenance (101-5040)						
M&O Supervisor	1.00	1.00	1.00	1.00	1.00	
M&O Technician	1.00	1.00	1.00	1.00	1.00	
Subtotal	2.00	2.00	2.00	2.00	2.00	0%
TOTAL PUBLIC WORKS	25.85	25.85	26.00	26.00	26.00	1%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Summary of Personnel Staffing Positions
(Full-time Equivalent Positions)**

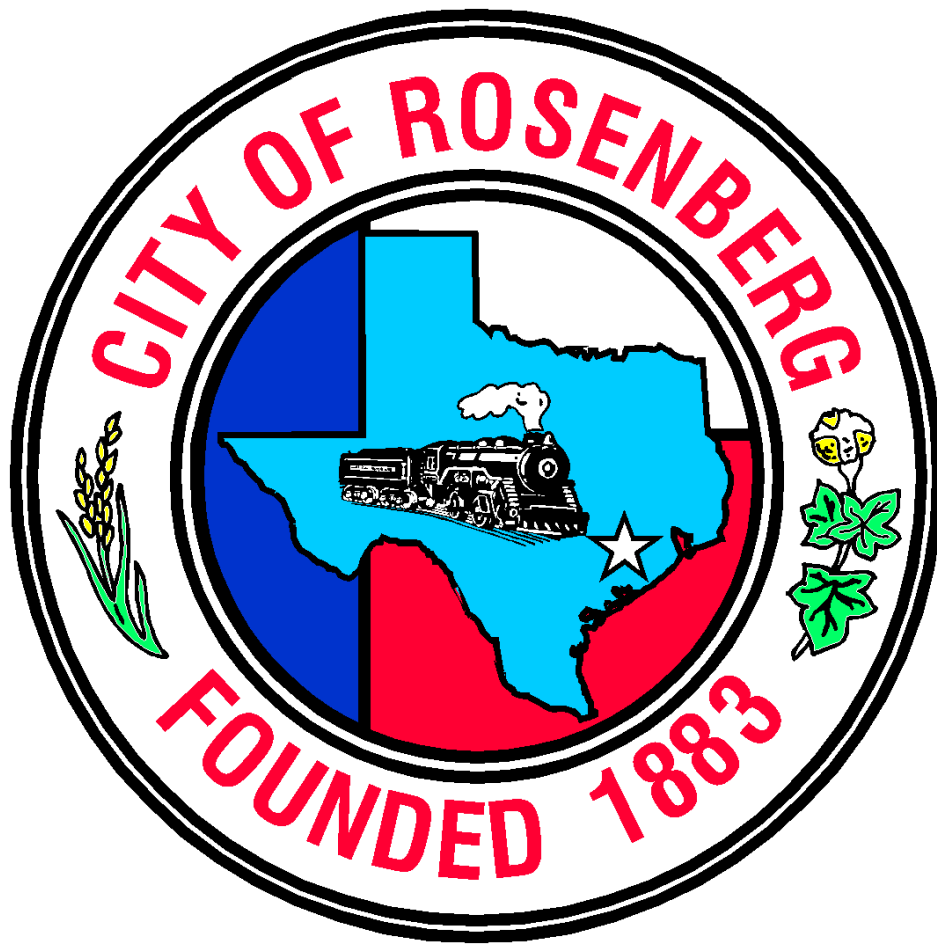
Fund/Department Position Title	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
Community Development:						
Planning Administration (101-1900)						
Executive Director of Community Development	1.00	1.00	1.00	1.00	1.00	
Planning Administrator	1.00	1.00	1.00	1.00	1.00	
GIS Technology Supervisor	1.00	1.00	1.00	1.00	1.00	
GIS Technician	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Subtotal	5.00	5.00	5.00	5.00	5.00	0%
Code Enforcement (101-1935)						
Building Official	1.00	1.00	1.00	1.00	1.00	
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00	
Building Inspector	2.00	2.00	2.00	2.00	2.00	
Code Compliance Officer	2.00	2.00	2.00	2.00	2.00	
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	1.00	1.00	2.00	
Secretary I - Part-time	0.48	0.48	0.48	0.48	0.00	
Subtotal	8.48	8.48	8.48	8.48	9.00	6%
Health (101-1941)						
Sanitarian	2.00	2.00	2.00	2.00	2.00	
Subtotal	2.00	2.00	2.00	2.00	2.00	0%
Parks & Recreation (101-1953)						
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00	
M&O Supervisor	1.00	1.00	1.00	1.00	1.00	
Recreation Programs Coordinator	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	1.00	1.00	0.00	0.00	0.00	
Administrative Technician	0.00	0.00	0.50	0.50	0.50	
M&O Technician	2.00	2.00	2.00	2.00	2.00	
M&O Assistant	4.00	4.00	4.00	4.00	3.00	
Subtotal	10.00	10.00	9.50	9.50	8.50	-15%
TOTAL COMMUNITY DEVELOPMENT	25.48	25.48	24.98	24.98	24.50	-4%
TOTAL GENERAL FUND	227.95	232.43	237.08	237.08	239.12	3%
WATER AND WASTEWATER FUND:						
Administration (501-6050)						
Assistant City Manager of Public Services	0.65	0.65	0.00	0.00	0.00	
Executive Director of Public Services	0.00	0.00	0.50	0.50	0.50	
Director of Utilities	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Subtotal	2.15	2.15	2.00	2.00	2.00	-7%
Water Production/Purification (501-6052)						
M&O Supervisor	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
Subtotal	1.50	1.50	1.50	1.50	1.50	0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Summary of Personnel Staffing Positions
(Full-time Equivalent Positions)**

Fund/Department Position Title	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
Water Distribution (501-6053)						
Manager	0.50	0.50	0.50	0.50	0.50	
M&O Foreman	4.00	4.00	4.00	4.00	4.00	
M&O Technician	4.00	5.00	5.00	5.00	5.00	
M&O Assistant	2.00	2.00	2.00	2.00	2.00	
Subtotal	10.50	11.50	11.50	11.50	11.50	0%
Wastewater Collection (501-6054)						
Utilities Manager	0.50	0.50	0.50	0.50	0.50	
M&O Foreman	2.50	2.50	2.50	2.50	2.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Assistant	3.00	3.00	3.00	3.00	3.00	
Subtotal	7.00	7.00	7.00	7.00	7.00	0%
Customer Services (501-1456)						
Fiscal Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Senior Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Technician	3.48	3.48	3.48	3.48	3.48	
Subtotal	6.48	6.48	6.48	6.48	6.48	0%
TOTAL WATER & W/W FUND	27.63	28.63	28.48	28.48	28.48	-1%
HOTEL/MOTEL FUND (212)						
Program Manager	1.00	1.00	1.00	1.00	1.00	
TOTAL HOTEL/MOTEL FUND	1.00	1.00	1.00	1.00	1.00	0%
FIRE STATION NO. 3 OPERATING (230-3100)						
Professional Standards/ Compliance Officer	1.00	1.00	1.00	1.00	1.00	
Fire Captain	3.00	3.00	3.00	3.00	3.00	
Fire Engineer	3.00	3.00	3.00	3.00	3.00	
Senior Firefighter	1.00	1.00	1.00	1.00	5.00	
Firefighter	5.00	5.00	5.00	5.00	1.00	
TOTAL FIRE STATION NO. 3 OPERATING FUND	13.00	13.00	13.00	13.00	13.00	0%
CIVIC CENTER (560-1951)						
Civic Center Manager	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	0.50	0.50	0.50	
M&O Assistant	1.96	1.96	1.96	1.96	1.96	
TOTAL CIVIC CENTER FUND	3.96	3.96	3.46	3.46	3.46	-13%
TOTAL ALL FUNDS	273.54	279.02	283.02	283.02	285.06	2%

Full Time Positions: 277.00
Part Time Positions: 8.06
TOTAL FULL TIME EQUIVALENTS: 285.06



GENERAL FUND

- Long-Term Financial Plan
- Summary of Fund Balance
- Resources
- Revenue Detail
- Expenditures by Function and Classification
- Expenditures by Division



GENERAL FUND

OCT 1, 2017 - SEP 30, 2018

GENERAL FUND

General Fund (Fund 101) – This fund is used to account for all revenues and expenditures applicable to the general operations of City government except those required to be accounted for in another fund. General Fund revenues are derived primarily from the sales tax, property tax, franchise taxes, fees and fines, and intergovernmental revenues.

City of Rosenberg, Texas
2017-18 BUDGET
FY18 General Fund Long-Term Financial Plan

	Actual 2015-16	Adjusted Budget 2016-17	Estimate 2016-17
Beginning Fund Balance	15,469,086	15,693,738	15,693,738
Revenues:			
Property Taxes	5,169,658	5,825,390	5,804,000
Sales and use taxes	11,701,049	11,900,000	11,900,000
Franchise taxes and other taxes	1,936,847	1,946,000	1,973,500
Licenses and permits	748,693	698,100	684,310
Fines and forfeitures	1,310,121	1,432,500	1,452,385
Intergovernmental	1,230,050	1,254,221	1,254,221
Charges for services	3,506,272	3,400,000	3,550,000
Interest on investments	50,527	25,000	84,000
Transfers from Water/Wastewater	1,403,923	1,431,776	1,431,776
Transfers from Other Funds	170,575	201,764	201,764
Other	349,480	207,875	263,462
Total Revenues	27,577,195	28,322,626	28,599,418
Expenditures:			
Operating Expenditures			
Personnel and Benefits	16,725,091	18,430,156	17,431,866
Maintenance and Services	6,485,190	6,861,868	6,903,387
Supplies	1,653,650	1,801,713	1,880,392
Transfers to Other Funds	878,572	1,302,275	1,302,275
Total Operating Expenditures	25,742,503	28,396,012	27,517,920
Non-Operating Expenditures			
Other Expenses	65,016	40,839	40,839
Capital Outlay	1,545,024	1,458,264	1,458,264
Total Non-Operating Expenditures	1,610,040	1,499,103	1,499,103
Total Expenditures	27,352,543	29,895,115	29,017,023
Ending Fund Balance	15,693,738	14,121,249	15,276,133
Calculation of available funds:			
Ending fund balance	15,693,738	14,121,249	15,276,133
Less required contingency	100,000	100,000	100,000
Less reserve for City Emergencies	504,111	504,111	504,111
Less 20% required minimum balance	5,161,504	5,687,370	5,511,752
Excess funds available for capital projects	9,928,123	7,829,768	9,160,270

City of Rosenberg, Texas
2017-18 BUDGET
FY18 General Fund Long-Term Financial Plan

2017-18	Projection		
	2018-19	2019-2020	2020-2021
15,276,132	15,162,802	15,652,061	16,003,767
6,614,084	6,944,788	7,292,028	7,656,629
12,900,000	13,287,000	13,685,610	14,096,178
2,006,500	2,066,695	2,128,696	2,192,557
684,310	697,996	711,956	726,195
1,438,620	1,467,392	1,496,740	1,526,675
1,423,707	1,452,181	1,481,225	1,510,849
3,800,000	3,876,000	3,953,520	4,032,590
100,000	100,000	100,000	100,000
1,423,707	1,452,181	1,481,225	1,510,849
204,309	208,395	212,563	216,814
228,055	228,055	228,055	228,055
30,823,292	31,780,684	32,771,617	33,797,393
19,457,077	20,235,360	21,044,774	21,886,565
7,518,991	7,669,371	7,822,758	7,979,213
1,839,455	1,876,244	1,913,769	1,952,044
965,260	248,000	252,960	258,019
29,780,783	30,028,975	31,034,262	32,075,842
35,839	30,450	30,450	30,450
1,120,000	1,232,000	1,355,200	1,490,720
1,155,839	1,262,450	1,385,650	1,521,170
30,936,622	31,291,425	32,419,912	33,597,012
15,162,802	15,652,061	16,003,767	16,204,147
15,162,802	15,652,061	16,003,767	16,204,147
100,000	100,000	100,000	100,000
504,111	550,000	600,000	650,000
5,963,324	6,011,885	6,212,942	6,421,258
8,595,367	8,990,176	9,090,825	9,032,889

GENERAL FUND FINANCIAL PLAN

The Long-Term Financial plan is discussed in the transmittal letter located on page vi. The financial plan presents the General Fund over six fiscal years: actual amounts for the previous year (FY16), the adjusted budget for FY17, ending estimate for FY17, and four projected years (FY18 - FY21).

REVENUES

The City of Rosenberg's economic growth and development continues to reflect positive trends. Data from FY17 presents upward trends in new home construction and retail development creating significant increases in property tax revenues. Although only a very slight increase in sales tax revenues occurred FY17 a much larger is anticipated in FY18 based a recently executed 380 agreement. Although there are numerous contributing factors to consider when projecting revenues, the continued growth and development will continue to increase tax base and maintain overall revenues at approximately a three recent increase per year.

Property Taxes: Projections assume ad valorem property values will increase in FY19, FY20 and FY21 by 5% each year. This reflects that new home starts and new commercial development will continue for the next three to five years.

Sales Tax: Projections for FY18 include a \$1 million increase in FY18 due to a new 380 development agreement. Projections after FY18 include an increase of 3% each year.

Franchise and Other Taxes: Projections for franchise and other taxes, charges for services, and licenses and permits to increase by a steady 3% projected from new homes and commercial development.

EXPENDITURES

The City of Rosenberg must anticipate and effectively manage the growth that will occur in Rosenberg in the coming years in order to meet the increasing service needs of an expanding community.

Operating Expenditures which consist of Personnel and Benefits projected to increase 4% for FY19 - FY21 due to increases in the cost of employee benefits and the need for additional personnel due to the continued growth in the City of Rosenberg. Maintenance and Services, and Supplies are projected to increase at a rate of 2% for FY19 - FY21 due to increases in cost.

Capital Outlay needs will increase with much needed improvements to the City's aging infrastructure in order to extend useful life and meet the citywide goals identified in the City's strategic plan including investments in technology to improve services and to enhance the use of personnel. Although most large projects are funded through the issuance of debt, some of the smaller projects are funded in the General Fund.

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

GENERAL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget (2)	2016-17 Estimate (3)	2017-18 Budget	Var %
~ GENERAL FUND SUMMARY ~						
Resources:						
Total Beginning Balance	\$ 15,469,086	\$ 15,878,489	\$ 15,693,738	\$ 15,693,738	\$ 15,276,132	-2.7%
Revenues and Transfers In	27,577,195	28,322,626	28,322,626	28,599,418	30,936,622	9.2%
Total Funds Available	43,046,281	44,201,115	44,016,364	44,293,156	46,212,754	5.0%
Uses/Deductions:						
Expenditures and Transfers Out	27,352,543	29,225,239	29,895,115	29,017,024	30,936,622	3.5%
Ending Fund Balance:						
Total Ending Balance	15,693,738	14,975,876	14,121,250	15,276,132	15,276,132	8.2%
Reserved for Contingencies (1)	100,000	100,000	100,000	100,000	100,000	0.0%
Reserved for City Emergencies	504,111	504,111	504,111	504,111	504,111	0.0%
Unreserved Ending Balance	15,089,627	14,371,765	13,517,139	14,672,021	14,672,021	8.5%
Fund Total	\$ 43,046,281	\$ 44,201,115	\$ 44,016,364	\$ 44,293,156	\$ 46,212,754	5.0%
Net Revenues (Expenditures)	224,652	(902,613)	(1,572,489)	(417,606)	(0)	

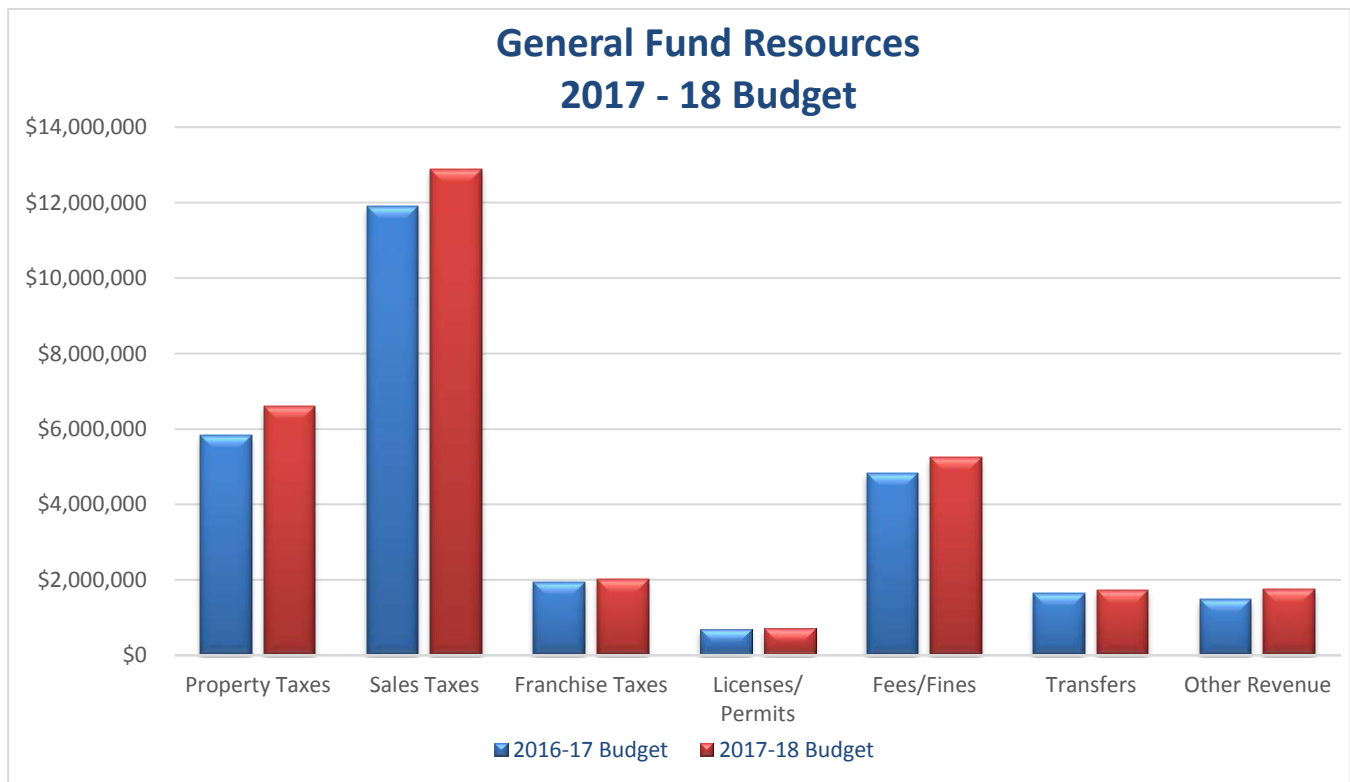
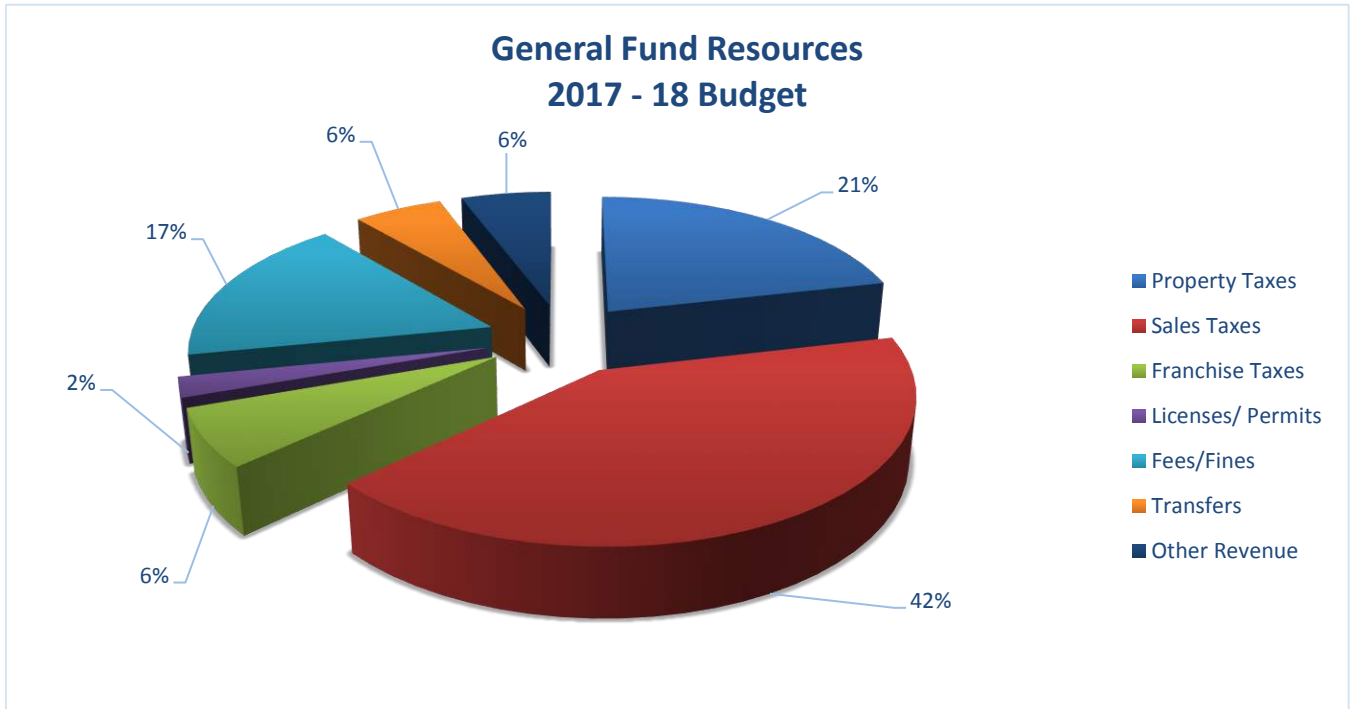
(1) No more than three percent (3%) of expenditures.

(2) Adopted budget plus year-end roll, and includes budget adjustments throughout the year.

(3) Staff's estimate of year-end

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

General Fund Summary



**CITY OF ROSENBERG
2017-18 BUDGET**

GENERAL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ RESOURCES ~						
<u>REVENUES:</u>						
TAXES:						
Property taxes	\$ 5,169,658	\$ 5,825,390	\$ 5,825,390	\$ 5,804,000	\$ 6,614,084	13.5%
Sales taxes	11,701,049	11,900,000	11,900,000	11,900,000	12,900,000	8.4%
Franchise and Mixed Beverage taxes	1,936,847	1,946,000	1,946,000	1,973,500	2,006,500	3.1%
Subtotal	18,807,554	19,671,390	19,671,390	19,677,500	21,520,584	9.4%
LICENSES & PERMITS:						
Licenses	29,049	28,000	28,000	29,580	29,800	6.4%
Permits	719,645	670,100	670,100	654,730	675,100	0.7%
Subtotal	748,693	698,100	698,100	684,310	704,900	1.0%
FINES & FEES:						
Solid waste collection fees	3,506,272	3,400,000	3,400,000	3,550,000	3,800,000	11.8%
Fines	471,196	484,400	484,400	551,035	489,400	1.0%
Fees	838,925	948,100	948,100	901,350	949,220	0.1%
Subtotal	4,816,393	4,832,500	4,832,500	5,002,385	5,238,620	8.4%
OTHER REVENUE:						
Interest earnings	50,527	25,000	25,000	84,000	100,000	300.0%
Intergovernmental revenue	1,230,050	1,254,221	1,254,221	1,254,221	1,423,707	13.5%
Miscellaneous revenue	349,480	207,875	207,875	263,462	228,055	9.7%
Subtotal	1,630,057	1,487,096	1,487,096	1,601,683	1,751,763	17.8%
TOTAL REVENUES BEFORE TRANSFERS	26,002,697	26,689,086	26,689,086	26,965,878	29,215,867	9.5%
TRANSFERS FROM OTHER FUNDS:						
Transfer from Special Revenue Funds	170,575	201,764	201,764	201,764	204,309	1.3%
Water & Wastewater Administrative Fee	1,403,923	1,431,776	1,431,776	1,431,776	1,516,446	5.9%
Subtotal	1,574,498	1,633,540	1,633,540	1,633,540	1,720,755	5.3%
TOTAL REVENUES AND TRANSFERS	27,577,195	28,322,626	28,322,626	28,599,418	30,936,622	9.2%

**CITY OF ROSENBERG
2017-18 BUDGET**

GENERAL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE DETAIL ~						
<u>PROPERTY TAXES: (401)</u>						
10 00 Current taxes	\$ 5,060,344	\$ 5,751,390	\$ 5,751,390	\$ 5,725,000	\$ 6,525,084	13.5%
10 10 Current penalty and interest	29,787	19,000	19,000	24,000	24,000	26.3%
20 00 Delinquent taxes	49,589	25,000	25,000	35,000	35,000	40.0%
20 10 Delinquent penalty and interest	13,337	16,000	16,000	16,000	16,000	0.0%
40 00 Taxes - Overpayments	16,601	14,000	14,000	4,000	14,000	0.0%
Subtotal	5,169,658	5,825,390	5,825,390	5,804,000	6,614,084	13.5%
<u>SALES TAXES: (402)</u>						
00 00 General Sales Tax	8,519,322	8,800,000	8,800,000	8,800,000	9,800,000	11.4%
10 00 BTC 1 Sales Tax	1,760,014	1,750,000	1,750,000	1,750,000	1,750,000	0.0%
20 00 BTC 2 Sales Tax	1,421,713	1,350,000	1,350,000	1,350,000	1,350,000	0.0%
Subtotal	11,701,049	11,900,000	11,900,000	11,900,000	12,900,000	8.4%
<u>MIXED BEVERAGE TAXES: (403)</u>						
00 00 Mixed beverage taxes	80,896	70,000	70,000	82,000	82,000	17.1%
Subtotal	80,896	70,000	70,000	82,000	82,000	17.1%
<u>FRANCHISE TAXES: (404)</u>						
10 00 Electric	1,015,005	1,003,000	1,003,000	1,050,000	1,080,000	7.7%
20 00 Gas	101,093	105,000	105,000	101,500	101,500	-3.3%
30 00 Telephone	229,718	248,000	248,000	250,000	250,000	0.8%
40 00 Cable TV	345,810	360,000	360,000	320,000	320,000	-11.1%
50 00 Solid Waste	164,324	160,000	160,000	170,000	173,000	8.1%
Subtotal	1,855,951	1,876,000	1,876,000	1,891,500	1,924,500	2.6%
TOTAL TAX REVENUES	18,807,554	19,671,390	19,671,390	19,677,500	21,520,584	9.4%
<u>LICENSES: (411)</u>						
15 00 Peddler license	4,150	4,000	4,000	4,000	4,000	0.0%
20 00 Taxi license	-	100	100	-	100	0.0%
25 00 Mobile home park license	11,455	11,000	11,000	11,280	11,000	0.0%
30 00 Precious Metal/Jewel license	300	600	600	300	600	0.0%
35 00 Amusement license	-	100	100	100	100	0.0%
40 00 Liquor license	10,718	9,000	9,000	11,000	11,000	22.2%
45 00 Animal/Kennel license	721	900	900	500	700	-22.2%
60 00 Salvage yard license	2,000	2,000	2,000	2,200	2,000	0.0%
90 00 Other licenses	(295)	300	300	200	300	0.0%
Subtotal	29,049	28,000	28,000	29,580	29,800	6.4%
<u>PERMITS: (412)</u>						
10 00 Electrical permits	64,638	60,000	60,000	52,000	60,000	0.0%
15 00 Building permits	460,424	425,000	425,000	410,000	420,000	-1.2%
20 00 Mobile home permits	3,672	3,000	3,000	3,700	3,000	0.0%
25 00 Plumbing permits	50,892	45,000	45,000	44,000	45,000	0.0%
35 00 Parade permits	70	-	-	20	-	100.0%
40 00 Heating & A/C permits	22,809	30,000	30,000	24,500	30,000	0.0%
45 00 Food permits	95,130	90,000	90,000	100,000	100,000	11.1%
55 00 Cemetery burial permits	210	300	300	300	300	0.0%
60 00 Special events permits	450	-	-	210	-	100.0%
70 00 Rental registration permit	-	800	800	-	800	0.0%
80 00 Storm Water Permits	6,000	-	-	6,000	-	100.0%
90 00 Sign permits	7,785	6,000	6,000	6,000	6,000	0.0%
95 00 Kiosk Sign permits	7,565	10,000	10,000	8,000	10,000	0.0%
Subtotal	719,645	670,100	670,100	654,730	675,100	0.7%
TOTAL LICENSES & PERMITS	748,693	698,100	698,100	684,310	704,900	1.0%

**CITY OF ROSENBERG
2017-18 BUDGET**

GENERAL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE DETAIL ~						
(Continued)						
<u>FINES: (441)</u>						
05 00 Fines - Traffic/Criminal	250,767	265,000	265,000	258,000	260,000	-1.9%
07 00 Transportation fines	60,838	62,000	62,000	100,000	71,500	15.3%
15 00 Peace Officer fee	247	100	100	35	100	0.0%
20 00 Capias fines	26,774	32,000	32,000	18,000	26,000	-18.8%
25 00 Court cost fines	2,400	2,800	2,800	3,000	2,800	0.0%
30 00 Defensive driving course fines	2,832	2,500	2,500	6,500	2,500	0.0%
40 00 Local arrest fines	17,234	17,000	17,000	20,000	20,000	17.6%
45 00 Traffic costs	4,587	4,500	4,500	9,000	9,000	100.0%
55 00 Warrant fees	14,382	15,000	15,000	13,500	14,000	-6.7%
60 00 Time payment	12,962	9,000	9,000	9,000	9,000	0.0%
90 00 Deferred Adjudication fee	48,404	50,000	50,000	90,000	50,000	0.0%
95 00 City % of State court cost fines	29,181	24,000	24,000	24,000	24,000	0.0%
99 00 Other fines	588	500	500	-	500	0.0%
Subtotal	471,196	484,400	484,400	551,035	489,400	1.0%
<u>FEES: (432)</u>						
10 00 Plat filing fees	37,990	44,000	44,000	25,000	44,000	0.0%
15 00 Plan checking fees	255,446	270,000	270,000	260,000	270,000	0.0%
18 00 Infrastructure Inspection fees	70,257	150,000	150,000	140,000	140,000	-6.7%
20 00 Solid waste fees	3,506,272	3,400,000	3,400,000	3,550,000	3,800,000	11.8%
31 00 County Fire fighting fees	114,500	114,500	114,500	114,500	114,500	0.0%
33 00 Emergency fees	-	5,000	5,000	-	5,000	0.0%
40 00 Vending fees	638	800	800	500	600	-25.0%
50 00 Collection fees - sales tax	1,000	900	900	950	900	0.0%
55 00 Recreation fees	5,497	20,000	20,000	7,500	10,000	-50.0%
56 00 Seabourne Sports Complex fees	3,615	4,500	4,500	4,500	4,500	0.0%
57 00 Park Rental fees	14,729	15,000	15,000	15,000	15,000	0.0%
60 00 Administrative fees (RDC)	249,500	249,500	249,500	249,500	260,820	4.5%
62 00 Fire Marshal fees	29,897	40,000	40,000	40,000	40,000	0.0%
65 00 False alarm fees	11,130	10,000	10,000	10,000	10,000	0.0%
67 00 Tow Truck fees	14,235	10,500	10,500	10,500	10,500	0.0%
69 00 Firing Range fees	2,700	2,500	2,500	2,500	2,500	0.0%
75 00 Records retrieval fees	1,289	700	700	700	700	0.0%
80 00 Returned check fees	75	200	200	200	200	0.0%
81 00 Credit Card fees	10,997	-	-	-	-	0.0%
82 00 Pet Adoption fees	13,179	10,000	10,000	20,000	20,000	0.0%
90 00 Other fees	2,250	-	-	-	-	100.0%
Subtotal	4,345,197	4,348,100	4,348,100	4,451,350	4,749,220	9.2%
TOTAL FINES & FEES	4,816,393	4,832,500	4,832,500	5,002,385	5,238,620	8.4%

**CITY OF ROSENBERG
2017-18 BUDGET**

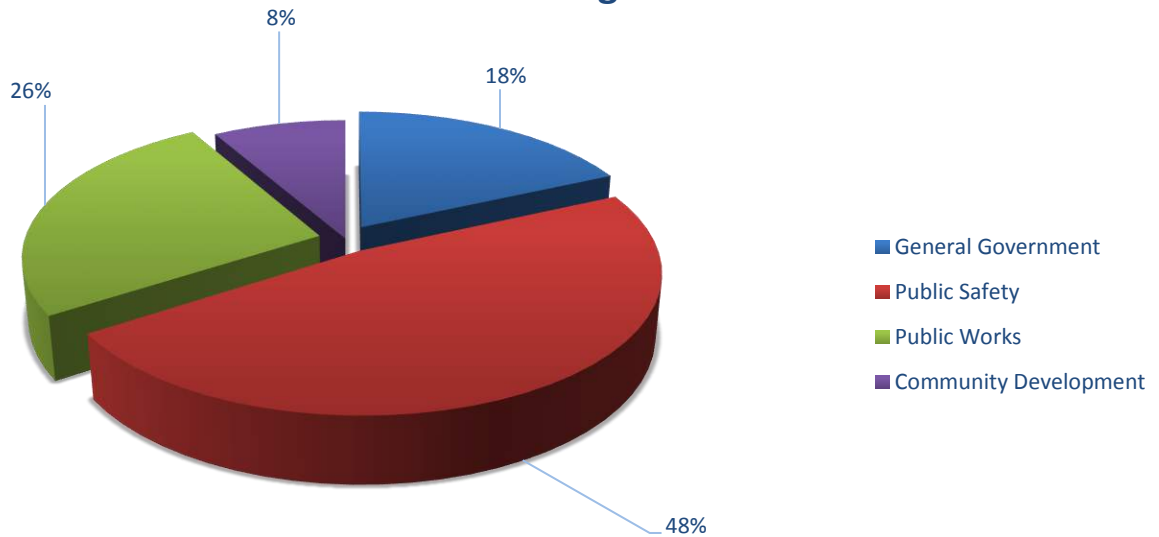
GENERAL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE DETAIL ~ (Continued)						
<u>OTHER REVENUE:</u>						
42110 US Treasury	2,388	4,000	4,000	4,000	4,000	0.0%
42150 CJD Grant Funds	50,928	-	-	-	153,000	100.0%
42310 LCISD	1,176,551	1,250,221	1,250,221	1,250,221	1,266,707	1.3%
42320 Fort Bend County	184	-	-	-	-	100.0%
42350 Industrial Payment - (Frito-Lay)	72,000	72,000	72,000	72,000	114,000	58.3%
45100 Interest earnings	50,527	25,000	25,000	84,000	100,000	300.0%
46110 Gain on disposal of assets	39,589	5,000	5,000	5,000	5,000	0.0%
46300 Mowing & demolition revenue	10,852	10,000	10,000	10,000	10,000	0.0%
46510 Gazebo Rental	325	200	200	200	200	0.0%
46515 Street light electricity charges	31,818	39,725	39,725	39,725	21,505	-45.9%
46530 Agricultural leases	282	3,850	3,850	3,850	250	-93.5%
46610 Donations-Animal Control	11,020	5,000	5,000	5,000	5,000	0.0%
46620 Donations-Fire Department	-	100	100	100	100	0.0%
46650 Rosenberg Christmas Nights Sponsorship	21,990	12,000	12,000	12,000	12,000	0.0%
46655 Rosenberg Christmas Nights Meal Tickets	4,070	-	-	-	-	100.0%
46660 Family 4th Celebration Sponsorship	27,500	20,000	20,000	20,000	20,000	0.0%
46700 Reimbursement for Personnel	87,143	-	-	45,000	-	100.0%
46710 Insurance Proceeds	21,355	-	-	10,587	-	100.0%
46900 Miscellaneous revenue	21,537	40,000	40,000	40,000	40,000	0.0%
Subtotal	1,630,057	1,487,096	1,487,096	1,601,683	1,751,763	17.8%
 TOTAL REVENUE BEFORE TRANSFERS	 26,002,697	 26,689,086	 26,689,086	 26,965,878	 29,215,867	 9.5%
 <u>TRANSFERS FROM OTHER FUNDS:</u>						
48501 Transfer from W/WW - Administrative Fee	1,047,443	1,053,576	1,053,576	1,053,576	1,122,966	6.6%
48501 Transfer from W/WW - Payment in Lieu of Taxes	356,480	378,200	378,200	378,200	393,480	4.0%
48212 Transfer from Hotel/Motel Fund	119,220	154,834	154,834	154,834	152,740	-1.4%
48222 Transfer from Juvenile Case Manager Fund	26,640	29,130	29,130	29,130	30,269	3.9%
48223 Transfer from Child Safety Fund	14,715	7,800	7,800	7,800	7,800	0.0%
48224 Transfer from Bldg Security Fund	10,000	10,000	10,000	10,000	13,500	35.0%
 TOTAL TRANSFERS	 1,574,498	 1,633,540	 1,633,540	 1,633,540	 1,720,755	 5.3%
 TOTAL REVENUES AND TRANSFERS	 \$ 27,577,195	 \$ 28,322,626	 \$ 28,322,626	 \$ 28,599,418	 \$ 30,936,622	 9.2%

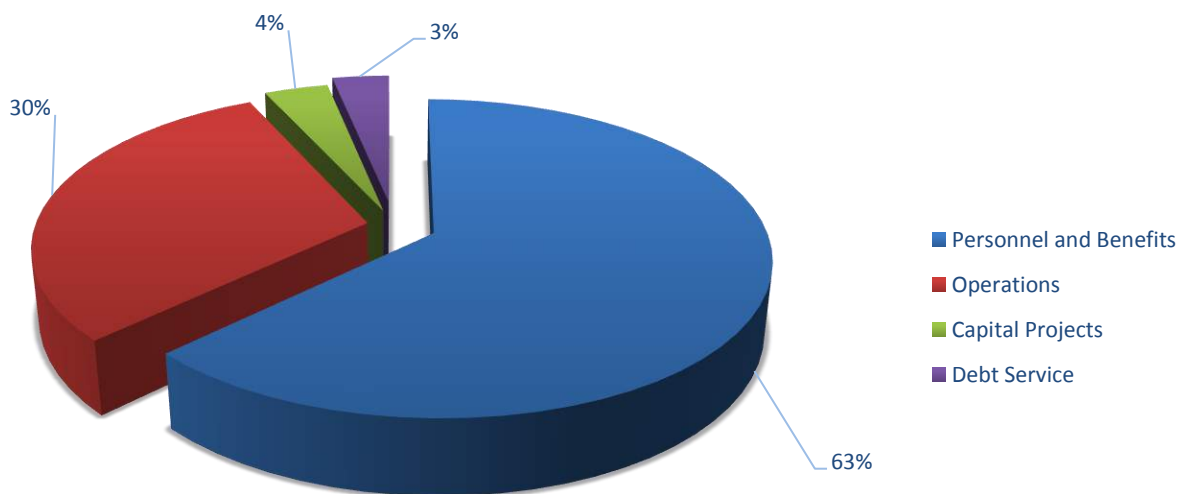
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

General Fund Summary

**Expenditures by Division
2017 - 18 Budget**



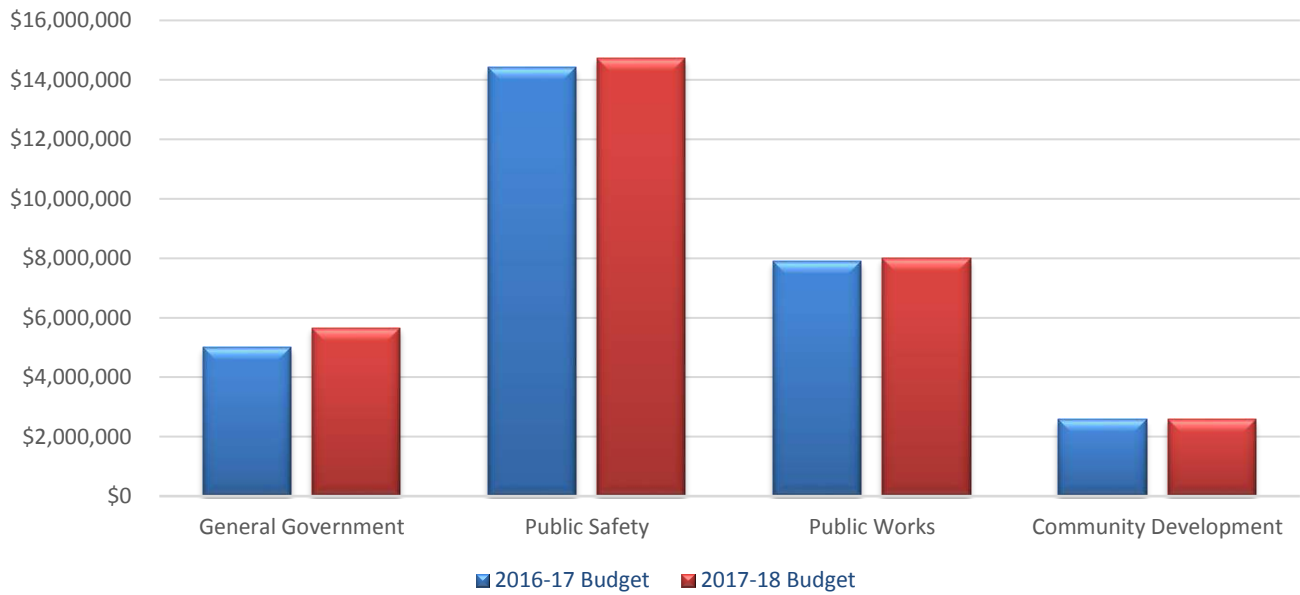
**Expenditures by Function
2017 - 18 Budget**



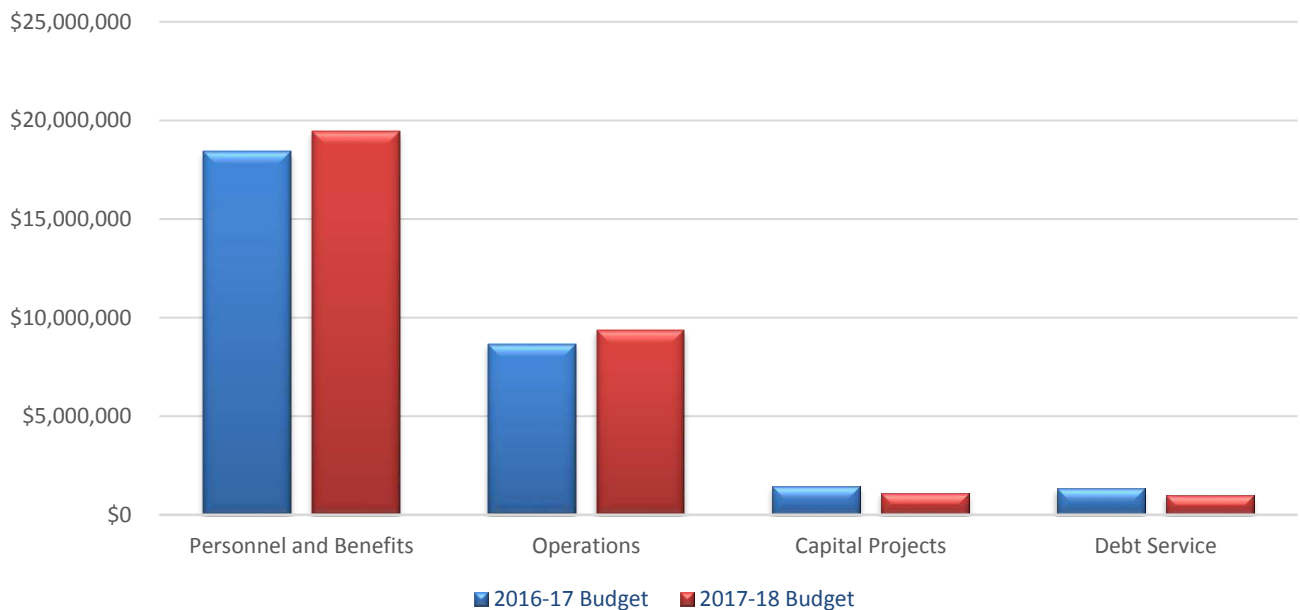
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

General Fund Summary

Expenditures by Division 2017 - 18 Budget



Expenditures by Function 2017 - 18 Budget



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** General Fund Summary **FUNCTION:** N/A **ACCOUNT:** 101-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ FUNCTION AND CLASSIFICATION SUMMARY ~						
Personnel and Benefits	\$ 16,725,091	\$ 18,430,156	\$ 18,430,156	\$ 17,431,866	\$ 19,457,077	5.6%
Supplies	1,653,650	1,801,713	1,801,713	1,880,392	1,839,455	2.1%
Maintenance and Services	6,485,190	6,850,256	6,861,868	6,903,387	7,518,991	9.6%
Other Expenses	65,016	40,839	40,839	40,839	35,839	-12.2%
Transfers to Other Funds	878,572	1,202,275	1,302,275	1,302,275	965,260	-25.9%
Subtotal	25,807,519	28,325,239	28,436,851	27,558,760	29,816,622	4.9%
Capital Outlay	1,545,024	900,000	1,458,264	1,458,264	1,120,000	-23.2%
Total Expenditures	\$ 27,352,543	\$ 29,225,239	\$ 29,895,115	\$ 29,017,024	\$ 30,936,622	3.5%

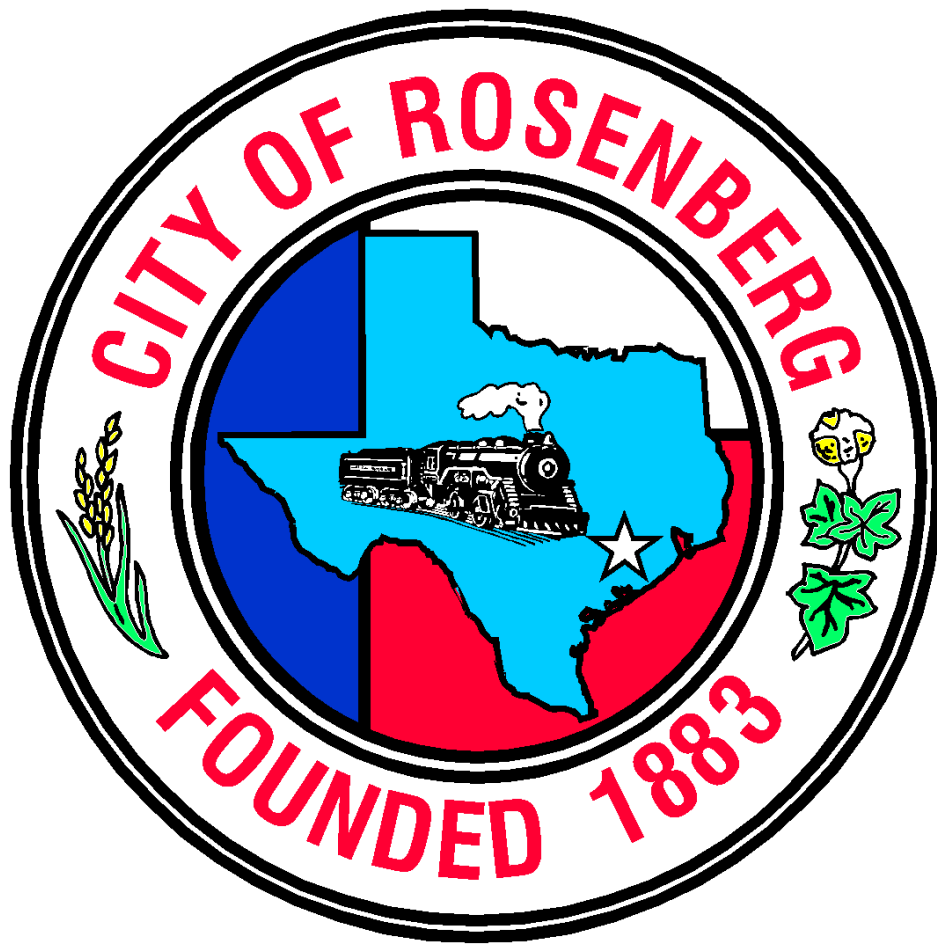
~ AUTHORIZED POSITIONS ~

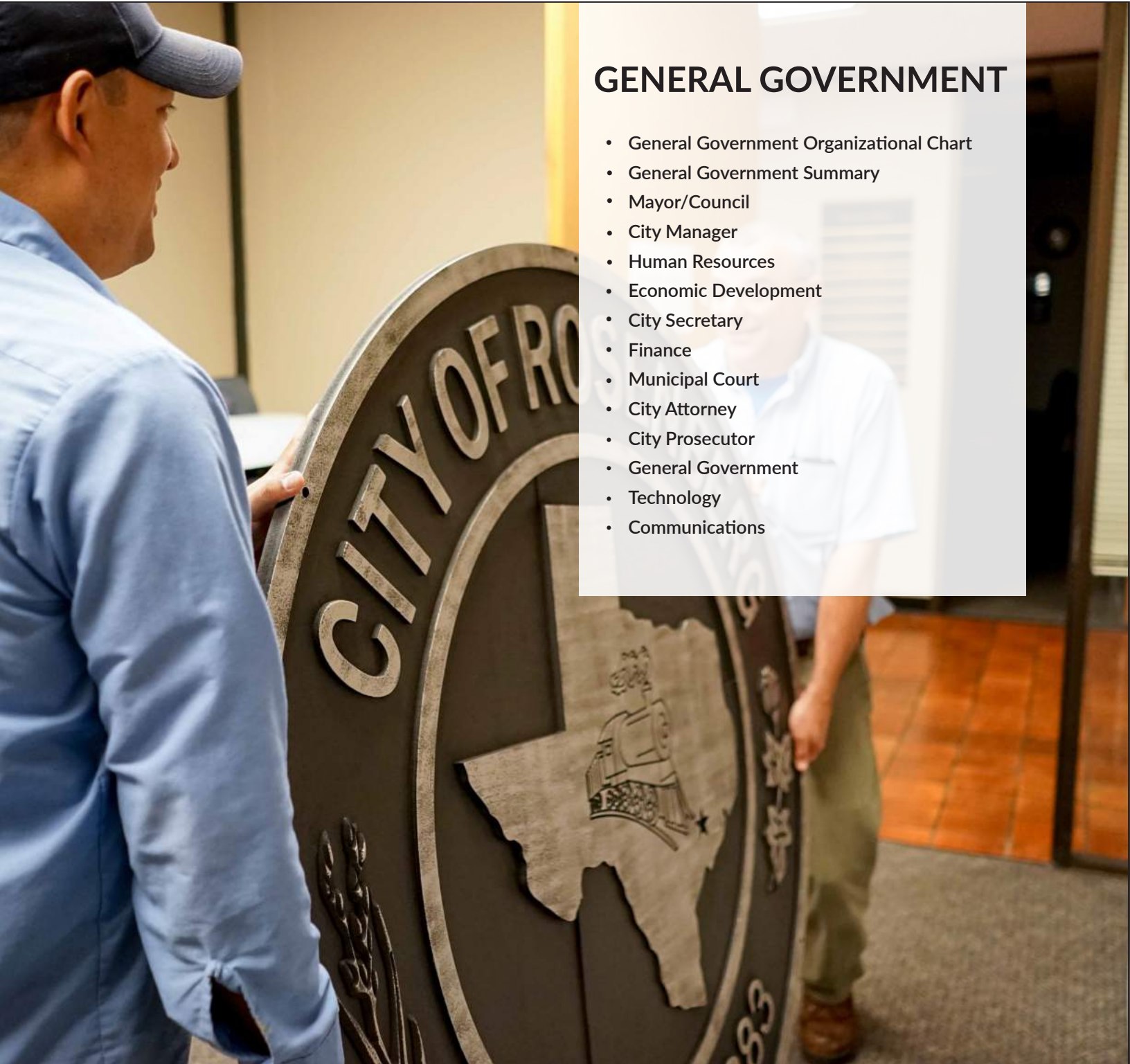
Position Title						
General Government	31.28	30.76	32.76	32.76	33.76	
Community Development	25.48	25.48	24.98	24.98	24.50	
Public Safety	145.34	150.34	153.34	153.34	154.86	
Public Works	25.85	25.85	26.00	26.00	26.00	
Total Personnel	227.95	232.43	237.08	237.08	239.12	0.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General
DEPARTMENT: General Fund Summary
FUNCTION: N/A
ACCOUNT: 101-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
GENERAL GOVERNMENT:						
Mayor & Council	\$ 44,161	\$ 67,004	\$ 67,004	\$ 67,004	\$ 58,822	
City Manager	645,020	426,960	426,960	426,960	396,172	
Human Resources	188,705	259,875	259,875	266,384	329,018	
Economic Development	253,555	275,365	275,365	264,328	265,650	
City Secretary	213,290	253,792	253,792	257,292	246,249	
Finance & Accounting	552,640	630,243	630,243	579,264	726,821	
Municipal Court	351,482	342,155	342,155	355,883	411,985	
City Attorney	291,852	240,000	240,000	280,000	275,000	
City Prosecutor	32,445	35,000	35,000	35,000	35,000	
Information Services	259,352	321,842	321,842	369,518	421,777	
Communications	167,423	240,322	240,322	212,292	219,110	
General Government	1,475,774	1,791,299	1,891,299	1,889,126	2,263,859	
Subtotal	4,475,699	4,883,857	4,983,857	5,003,050	5,649,463	13.4%
COMMUNITY DEVELOPMENT:						
Planning	399,212	434,530	434,530	414,526	459,492	
Code Enforcement	603,648	679,999	679,999	602,280	699,065	
Health	199,687	173,246	173,246	168,177	179,006	
Parks & Recreation	1,012,601	1,090,126	1,090,126	975,063	1,038,110	
Special Events	184,953	202,896	202,896	138,215	197,436	
Subtotal	2,400,101	2,580,797	2,580,797	2,298,261	2,573,109	-0.3%
PUBLIC SAFETY:						
Police	7,747,639	8,833,605	8,845,217	8,286,883	9,060,819	
Emergency Management	7,321	19,923	19,923	19,923	21,578	
Animal Control	205,432	257,880	257,880	248,666	309,358	
School Officers & Crossing Guards	1,136,538	1,250,221	1,250,221	1,291,894	1,266,707	
Fire	3,553,608	3,669,898	3,669,898	3,632,156	3,662,148	
Fire Marshal	299,614	383,358	383,358	312,043	398,402	
Subtotal	12,950,153	14,414,885	14,426,497	13,791,565	14,719,011	2.0%
PUBLIC WORKS:						
Engineering	253,845	240,000	240,000	245,000	250,000	
Public Works	3,578,260	3,382,797	3,941,061	3,849,518	3,613,609	
Street Lighting & Signals	443,095	488,000	488,000	488,000	498,000	
Fleet Maintenance	366,956	388,986	388,986	393,729	403,119	
Solid Waste	2,747,680	2,700,000	2,700,000	2,800,000	3,080,000	
Building Maintenance	136,755	145,917	145,917	147,900	150,311	
Subtotal	7,526,591	7,345,700	7,903,964	7,924,147	7,995,038	1.2%
TOTAL EXPENSES	\$ 27,352,543	\$ 29,225,239	\$ 29,895,115	\$ 29,017,024	\$ 30,936,622	3.5%





GENERAL GOVERNMENT

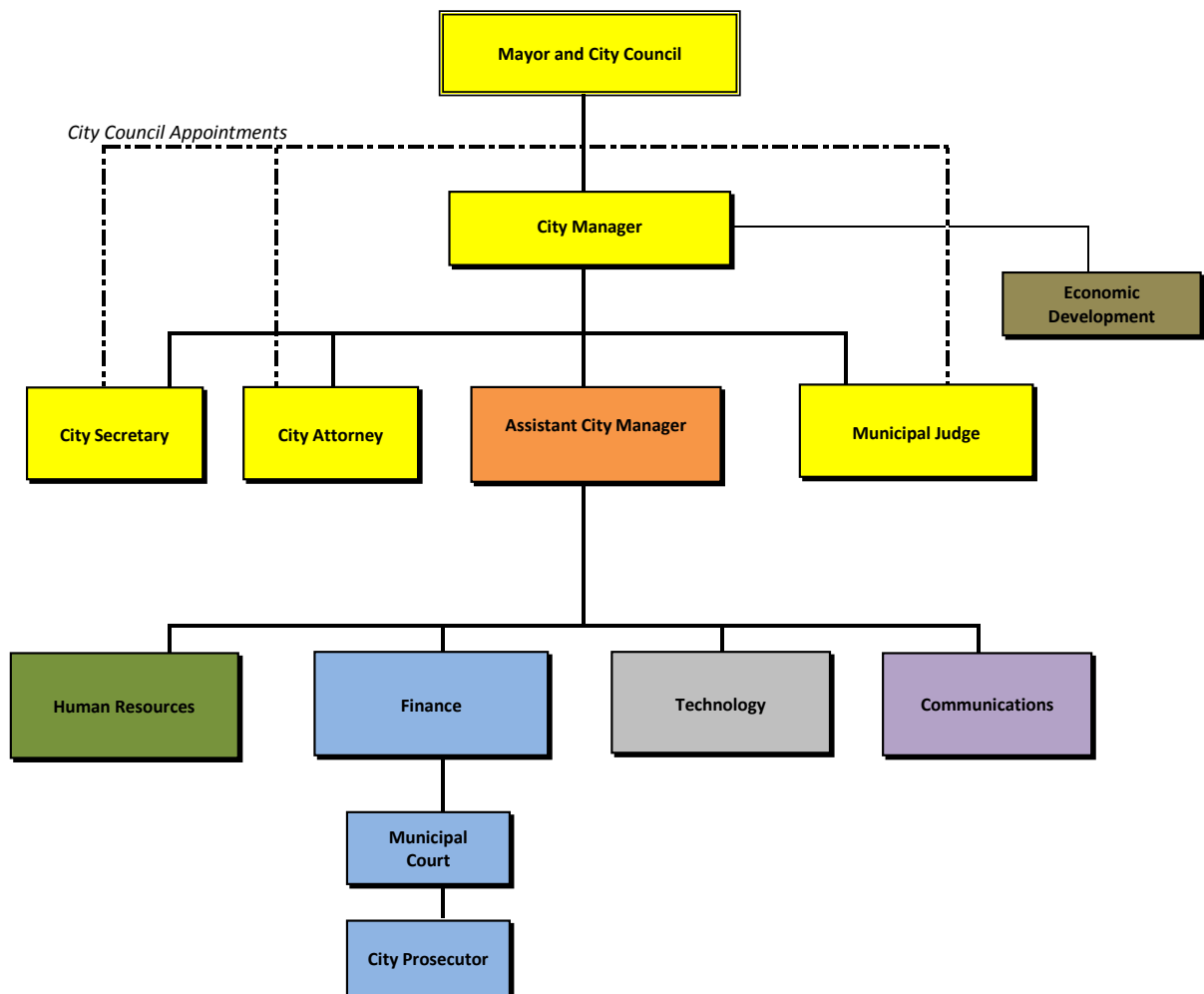
- General Government Organizational Chart
- General Government Summary
- Mayor/Council
- City Manager
- Human Resources
- Economic Development
- City Secretary
- Finance
- Municipal Court
- City Attorney
- City Prosecutor
- General Government
- Technology
- Communications

GENERAL GOVERNMENT

OCT 1, 2017 - SEP 30, 2018

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

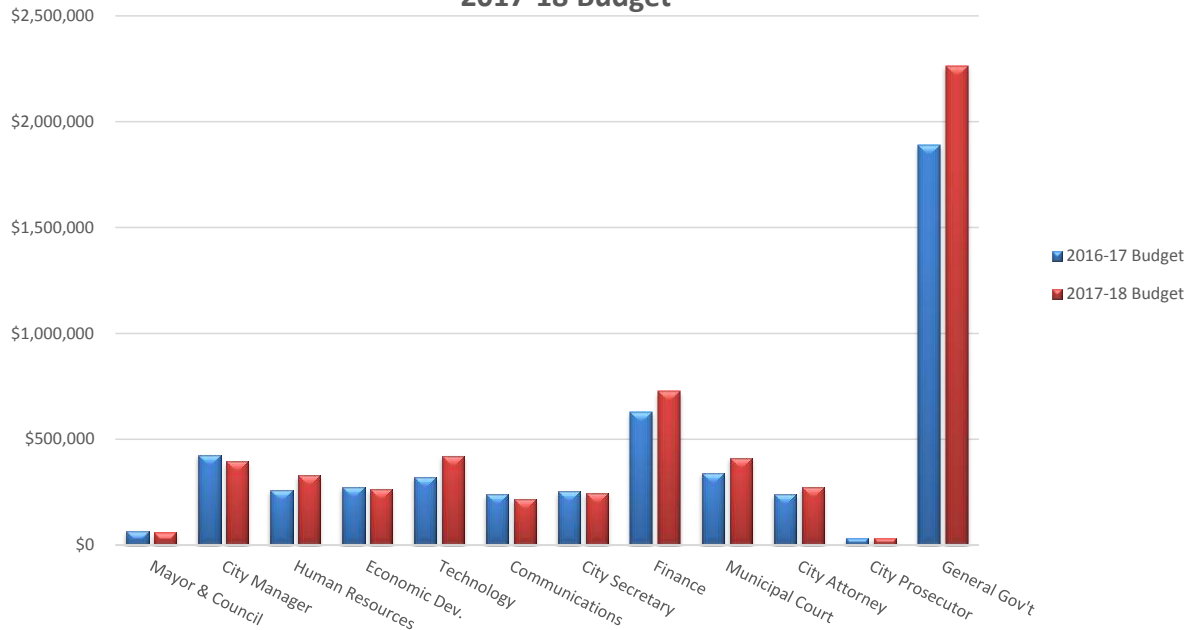
General Government Organizational Chart



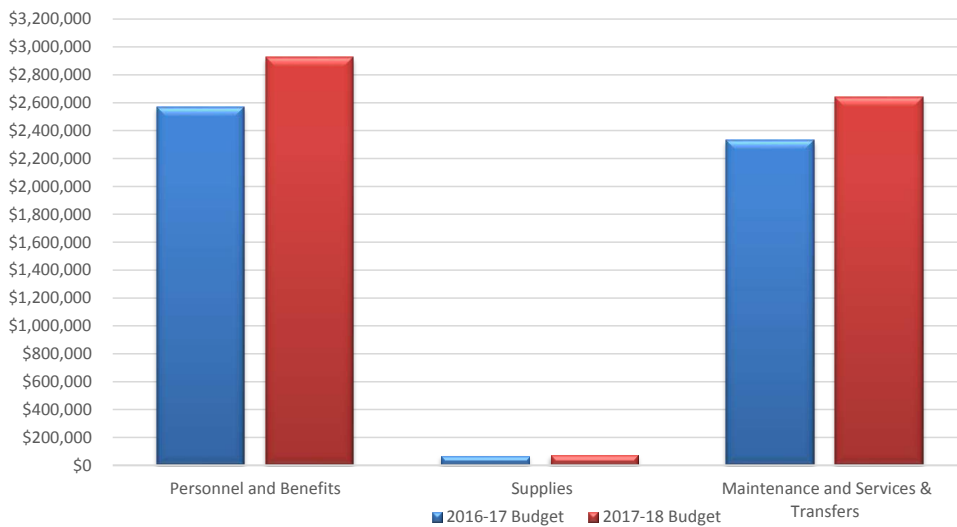
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

General Government

**Expenditures by Department
2017-18 Budget**



**Expenditures by Function
2017-18 Budget**



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** General Government Summary **FUNCTION:** N/A **ACCOUNT:** 101-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
FUNCTION AND CLASSIFICATION SUMMARY						
Personnel and Benefits	\$ 2,530,574	\$ 2,570,533	\$ 2,570,533	\$ 2,584,594	\$ 2,927,068	
Supplies	51,523	68,500	68,500	66,925	71,100	
Maintenance and Services	975,852	1,027,549	1,027,549	1,034,256	1,676,035	
Other Expenses	39,177	15,000	15,000	15,000	10,000	
Transfers to Other Funds	878,572	1,202,275	1,302,275	1,302,275	965,260	
Subtotal	4,475,699	4,883,857	4,983,857	5,003,050	5,649,463	13.4%
Capital Outlay	-	-	-	-	-	0.0%
Total Expenditures	\$ 4,475,699	\$ 4,883,857	\$ 4,983,857	\$ 5,003,050	\$ 5,649,463	13.4%

~ AUTHORIZED POSITIONS ~

Position Title						
Full-time equivalents:						
City Manager	4.00	4.00	4.00	4.00	4.00	
Human Resources	2.00	2.00	3.00	3.00	3.00	
Economic Development	3.00	3.00	3.00	3.00	3.00	
City Secretary	2.48	2.48	2.48	2.48	2.48	
Finance & Accounting	6.00	6.00	6.00	6.00	7.00	
Municipal Court	5.48	4.96	4.96	4.96	4.96	
Information Services	3.50	3.50	4.50	4.50	4.50	
Communications	2.50	2.50	2.50	2.50	2.50	
General Government	2.32	2.32	2.32	2.32	2.32	
Total Personnel	31.28	30.76	32.76	32.76	33.76	3.1%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Mayor & Council	General Government	101-11XX-510

MISSION STATEMENT:

To anticipate community needs, to deliver exceptional service and to cultivate an enhanced quality of life in our community through leadership, innovation and cooperative partnerships.

PROGRAM DESCRIPTION:

The City of Rosenberg is currently operating under a Home Rule City Charter adopted November 20, 1956, with the latest revision being June 2016. The governing body of the City is the City Council. Beginning with the April 1985 Election, the City adopted the Council/Manager form of government, converting from the mayoral form of government. In addition, after the August 1992 Election, the structure of the City Council was changed from the Mayor and all Council Members elected at-large, to an at-large Mayor, two at-large Council positions, and four single-member Council Members representing their respective single-member districts. The City Manager, City Secretary, Police Chief, City Attorney, and Municipal Court Judge are appointed by the Mayor and City Council.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goal# 1: Effectively manage the growth that will occur in Rosenberg in the coming years.

Objectives:

- Secure a long-term, sustainable water supply.
- Adopt a comprehensive plan.
- Proactive management of municipal facilities.
- Continue career development of City personnel in order to provide a maximum level of service to City customers.
- Improve the maintenance of existing City facilities and anticipate and plan for the future space needs of a growing City.
- Continue to invest in technology in order to provide more innovative, efficient and cost-effective means of service provision.

- ❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal# 2: Enhance Rosenberg's quality of life for residents, businesses and visitors.

Objectives:

- Continue to find innovative ways to protect the health, safety and welfare of Rosenberg's residents, businesses, visitors and property located within the City.
- Using a variety of tools, work towards the expansion and diversification of Rosenberg's economy.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Mayor & Council	General Government	101-11XX-510

- Recognition of Rosenberg as possessing the premier parks and recreation program in Fort Bend County.
- Identify and implement opportunities for the redevelopment and rejuvenation of fading areas of the City.

❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, it's staff and it's services.***

Department Goal# 3: Increase the public's confidence in the City of Rosenberg, its staff and its services.

Objectives:

- Improve transparency and promote staff accountability.
- Continue to recognize and implement new ways to provide customer service of the highest standard.
- Develop more effective channels for communicating with Rosenberg stakeholders in order to promote public engagement.
- Invest in facilities and equipment in order to increase public's confidence and pride in the City.
- Build an exceptional team of leaders that will proactively address City needs through collaborative problem-solving.

FY2018 BUDGET NOTES:

1. No significant changes from FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Mayor & Council Summary **FUNCTION:** N/A **ACCOUNT:** 101-11XX-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ FUNCTION AND CLASSIFICATION SUMMARY ~						
Personnel and Benefits	\$ 19,399	\$ 19,402	\$ 19,402	\$ 19,402	\$ 19,402	
Supplies	7,670	14,000	14,000	14,000	14,000	
Maintenance and Services	17,093	33,602	33,602	33,602	25,420	
Subtotal	44,161	67,004	67,004	67,004	58,822	-12.2%
Total Expenditures	\$ 44,161	\$ 67,004	\$ 67,004	\$ 67,004	\$ 58,822	-12.2%

~ AUTHORIZED POSITIONS ~

Position Title

Council At-Large Position #1
 Council At-Large Position #2
 Council District 1
 Council District 2
 Council District 3
 Council District 4
 Mayor

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Mayor & Council **FUNCTION:** General Government **ACCOUNT:** 101-1100-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	5,060	3,500	3,500	3,500	3,500	
Maintenance and Services	10,463	10,962	10,962	10,962	2,780	
Subtotal	15,523	14,462	14,462	14,462	6,280	0.0%
Capital Outlay	-	-	-	-	-	100.0%
Total Expenditures	\$ 15,523	\$ 14,462	\$ 14,462	\$ 14,462	\$ 6,280	-56.6%

~ AUTHORIZED POSITIONS ~

Position Title
None

~ EXPENDITURE DETAIL ~

Supplies:						
31 35 Business Expenses	\$ 5,060	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	
Subtotal	5,060	3,500	3,500	3,500	3,500	0.0%
Maintenance and Services:						
41 45 Special Council Expenditures	2,269	1,600	1,600	1,600	1,600	
42 60 Technology Fees	7,750	8,182	8,182	8,182	-	
43 45 Awards	283	500	500	500	500	
51 20 General Insurance	69	90	90	90	90	
52 20 Postage	92	290	290	290	290	
54 10 Printing and Binding	-	300	300	300	300	
Subtotal	10,463	10,962	10,962	10,962	2,780	-74.6%
Total Expenditures	\$ 15,523	\$ 14,462	\$ 14,462	\$ 14,462	\$ 6,280	-56.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council At-Large Position #1	FUNCTION: General Government	ACCOUNT: 101-1121-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	500	1,350	1,350	1,350	1,350	
Maintenance and Services	476	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 3,562	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title
Council At-Large Position #1

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	476	1,250	1,250	1,250	1,250	
31 90 Other Supplies	24	100	100	100	100	
Subtotal	500	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	476	640	640	640	640	
55 10 Education and Training	-	2,500	2,500	2,500	2,500	
Subtotal	476	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 3,562	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council At-Large Position #2	FUNCTION: General Government	ACCOUNT: 101-1122-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	400	1,350	1,350	1,350	1,350	
Maintenance and Services	-	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 2,987	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title
Council At-Large Position #2

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	344	1,250	1,250	1,250	1,250	
31 90 Other Supplies	57	100	100	100	100	
Subtotal	400	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	-	640	640	640	640	
55 10 Education and Training	-	2,500	2,500	2,500	2,500	
Subtotal	-	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 2,987	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council District 1	FUNCTION: General Government	ACCOUNT: 101-1123-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	252	1,350	1,350	1,350	1,350	
Maintenance and Services	934	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 3,772	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title

Council District 1

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	195	1,250	1,250	1,250	1,250	
31 90 Other Supplies	57	100	100	100	100	
Subtotal	252	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	-	640	640	640	640	
55 10 Education and Training	934	2,500	2,500	2,500	2,500	
Subtotal	934	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 3,772	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council District 2	FUNCTION: General Government	ACCOUNT: 101-1124-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	44	1,350	1,350	1,350	1,350	
Maintenance and Services	-	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 2,630	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title

Council District 2

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	20	1,250	1,250	1,250	1,250	
31 90 Other Supplies	24	100	100	100	100	
Subtotal	44	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	-	640	640	640	640	
55 10 Education and Training	-	2,500	2,500	2,500	2,500	
Subtotal	-	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 2,630	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council District 3	FUNCTION: General Government	ACCOUNT: 101-1125-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	197	1,350	1,350	1,350	1,350	
Maintenance and Services	2,160	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 4,944	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title

Council District 3

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	107	1,250	1,250	1,250	1,250	
31 90 Other Supplies	90	100	100	100	100	
Subtotal	197	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	947	640	640	640	640	
55 10 Education and Training	1,213	2,500	2,500	2,500	2,500	
Subtotal	2,160	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 4,944	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Council District 4	FUNCTION: General Government	ACCOUNT: 101-1126-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,586	\$ 2,587	\$ 2,587	\$ 2,587	\$ 2,587	
Supplies	346	1,350	1,350	1,350	1,350	
Maintenance and Services	886	3,140	3,140	3,140	3,140	
Total Expenditures	\$ 3,818	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

~ AUTHORIZED POSITIONS ~

Position Title

Council District 4

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
20 20 Social Security	184	184	184	184	184	
20 50 Workers' Compensation	3	3	3	3	3	
Subtotal	2,586	2,587	2,587	2,587	2,587	0.0%
Supplies:						
31 35 Business Expenses	256	1,250	1,250	1,250	1,250	
31 90 Other Supplies	90	100	100	100	100	
Subtotal	346	1,350	1,350	1,350	1,350	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	-	640	640	640	640	
55 10 Education and Training	886	2,500	2,500	2,500	2,500	
Subtotal	886	3,140	3,140	3,140	3,140	0.0%
Total Expenditures	\$ 3,818	\$ 7,077	\$ 7,077	\$ 7,077	\$ 7,077	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Mayor & Council - Mayor	FUNCTION: General Government	ACCOUNT: 101-1127-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 3,880	\$ 3,880	\$ 3,880	\$ 3,880	\$ 3,880	
Supplies	871	2,400	2,400	2,400	2,400	
Maintenance and Services	2,173	3,800	3,800	3,800	3,800	
Total Expenditures	\$ 6,924	\$ 10,080	\$ 10,080	\$ 10,080	\$ 10,080	0.0%

~ AUTHORIZED POSITIONS ~

Position Title
Mayor

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
12 10 Council Members	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	
20 20 Social Security	275	275	275	275	275	
20 50 Workers' Compensation	4	5	5	5	5	
Subtotal	3,880	3,880	3,880	3,880	3,880	0.0%
Supplies:						
31 35 Business Expenses	782	2,300	2,300	2,300	2,300	
31 90 Other Supplies	90	100	100	100	100	
Subtotal	871	2,400	2,400	2,400	2,400	0.0%
Maintenance and Services:						
52 10 Telephone/Communications	-	1,200	1,200	1,200	1,200	
54 10 Printing and Binding	-	100	100	100	100	
55 10 Education and Training	2,173	2,500	2,500	2,500	2,500	
Subtotal	2,173	3,800	3,800	3,800	3,800	0.0%
Total Expenditures	\$ 6,924	\$ 10,080	\$ 10,080	\$ 10,080	\$ 10,080	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	City Manager	General Government	101-1200-510

PROGRAM DESCRIPTION:

The City Manager is the chief executive officer for the City of Rosenberg, and is appointed by the Mayor and City Council. The office of City Manager includes the City Manager, Executive Assistant, Citizen Relations Coordinator and Agenda Coordinator. The City Manager, under guidelines of the City Charter and Code of Ordinances, administers the policies of the City Council. This office coordinates, directs, and reviews the activities of all departments within the City of Rosenberg. The City Manager appoints all department heads of the various City departments, with the exception of the Police Chief, City Secretary, City Attorney, and Municipal Court Judge, whom the Mayor/Council appoints.

STRATEGIC PLAN GOALS:

Goal 1 - Effectively manage the growth that will occur in Rosenberg in the coming years.

Strategies:

- Secure a long-term, sustainable water supply.
- Proactive management of municipal infrastructure.
- Continued career development of City personnel in order to provide a maximum level of service to City customers.
- Improve the maintenance of existing City facilities and anticipate and plan for the future space needs of a growing City.
- Prepare for a proposed Municipal Bond Election.
- Continue to invest in technology in order to provide more innovative, efficient and cost-effective means of service provision.

Goal 2 - Enhance Rosenberg's quality of life for residents, businesses and visitors.

Strategies:

- Continue to find innovative ways to protect the health, safety and welfare of Rosenberg's residents, businesses, visitors and property located within the City.
- Using a variety of tools, work towards the expansion and diversification of Rosenberg's economy.
- Recognition of Rosenberg as possessing the premier parks and recreation program in Fort Bend County.
- Identify and implement opportunities for the redevelopment and rejuvenation of fading areas of the City.

Goal 3 - Increase the public's confidence in the City of Rosenberg, its staff and its services.

Strategies:

- Improve transparency and promote staff accountability.
- Continue to recognize and implement new ways to provide customer service of the highest standard.
- Develop more effective channels for communicating with Rosenberg stakeholders in order to promote public engagement.
- Invest in facilities and equipment in order to increase the public's confidence and pride in the City.
- Build an exceptional team of leaders that will proactively address City needs through collaborative problem-solving.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:
General

DEPARTMENT:
City Manager

FUNCTION:
General Government

ACCOUNT:
101-1200-510

FY2018 BUDGET NOTES:

1. No significant changes from FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: City Manager	FUNCTION: General Government	ACCOUNT: 101-1200-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 617,335	\$ 400,306	\$ 400,306	\$ 400,306	\$ 385,322	
Supplies	1,280	1,700	1,700	1,700	1,700	
Maintenance and Services	26,404	24,954	24,954	24,954	9,150	
Total Expenditures	\$ 645,020	\$ 426,960	\$ 426,960	\$ 426,960	\$ 396,172	-7.2%

~ AUTHORIZED POSITIONS ~

Position Title						
City Manager	1.00	1.00	1.00	1.00	1.00	
Executive Assistant	1.00	1.00	1.00	1.00	1.00	
Administrative Support Coordinator	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Total Personnel	4.00	4.00	4.00	4.00	4.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: City Manager	FUNCTION: General Government	ACCOUNT: 101-1200-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 479,613	\$ 300,394	\$ 300,394	\$ 300,394	\$ 284,194	
10 20 Overtime	237	1,200	1,200	1,200	1,200	
10 30 Longevity	5,676	1,425	1,425	1,425	2,330	
10 40 Incentive Pay	550	600	600	600	600	
20 10 Retirement	67,410	41,357	41,357	41,357	38,792	
20 20 Social Security	28,762	23,687	23,687	23,687	22,516	
20 40 Insurance	30,287	24,610	24,610	24,610	28,668	
20 50 Workers' Compensation	380	404	404	404	383	
20 55 Long Term Disability	671	629	629	629	639	
20 60 Auto Allowance	3,500	6,000	6,000	6,000	6,000	
20 65 Cell Phone Allowance	250	-	-	-	-	
Subtotal	617,335	400,306	400,306	400,306	385,322	-3.7%
Supplies:						
31 10 Office Supplies	749	700	700	700	700	
31 35 Business Expenses	531	1,000	1,000	1,000	1,000	
Subtotal	1,280	1,700	1,700	1,700	1,700	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	1,028	3,400	3,400	3,400	3,400	
42 60 Technology Fees	17,571	15,804	15,804	15,804	-	
43 90 Outside Professional Services	5,000	-	-	-	-	
51 20 General Insurance	797	1,000	1,000	1,000	1,000	
52 20 Postage	85	400	400	400	400	
54 10 Printing and Binding	280	250	250	250	250	
55 10 Education and Training	1,643	4,100	4,100	4,100	4,100	
Subtotal	26,404	24,954	24,954	24,954	9,150	-63.3%
Total Expenditures	\$ 645,020	\$ 426,960	\$ 426,960	\$ 426,960	\$ 396,172	-7.2%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Human Resources	General Government	101-1210-510

MISSION STATEMENT:

To provide systems and programs to develop an excellent workforce by partnering with managers and employees to provide services that support our organizational culture and create an exceptional and productive work environment for employees, departments, and the public.

PROGRAM DESCRIPTION:

The Human Resources activity is under the direction of the Assistant City Manager and Human Resources Director. The Human Resources Department provides leadership and support to the organization through comprehensive human resource programs and systems to shape the framework for our corporate culture. These programs and systems provide oversight to ensure legal requirements are met and maintained for process improvements and increased effectiveness and efficiencies that incorporate the best practices of the human resources profession. We recognize our vital role in partnering with departments to develop and train staff, organizational development and support, management of the salaries and benefits, health and wellness programs, as well as development of change management strategies.

STRATEGIC PLAN GOALS:

- ❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Recruitment: Improve recruitment and selection to build and maintain a diverse and talented workforce

Objectives:

- Online job application system.
- Utilize social media.
- Competitive market salary structure
- Up-to-date recruitment process to find and acquire a quality workforce

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 2: Foster a skilled, engaged and healthy workforce prepared and supported to meet the evolving needs of our organization and our communities, both internal and external

Objectives:

- Affordable Voluntary benefits
- Healthcare consumership benefit guide
- Automated open enrollment
- Safety and Wellness Committees
- Online FMLA application process and monitoring
- Automated COBRA process

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Human Resources	FUNCTION: General Government	ACCOUNT: 101-1210-510

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goal #3: Enhance HR services through technology and business processes to increase the quality and impact of HR programs and services through continuous improvement by maximizing the use of technology.

Objectives:

- Online policies and recruitment information
- Update the Personnel Policies and Procedures Manual
- Up-to-date job descriptions with transparent compensation schedule

Department Goal# 4: Training and development designed to increase individual and organizational productivity displaying a constant pattern of leadership behaviors

Objectives:

- Training opportunities to all employees and management staff
- Professional Development Opportunities
- Culture of continuous improvement to support operational efficiencies

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Human Resources	FUNCTION: General Government	ACCOUNT: 101-1210-510

PERFORMANCE INDICATORS:

	2015-16 <u>Actual</u>	2016-17 <u>Estimate</u>	2016-17 <u>Projected</u>
Number of FTE's	274.56	279.04	284.00
Average income per employee by hour	\$25.15	\$26.00	\$27.00
Average tenure per employee	11	12	13
Number of vacancies filled:			
Full-time positions	55	60	65
Part-time positions	12	7	8
Number of applications received:			
Full-time positions	1000	1300	1500
Part-time positions	50	30	35
Percentages of new hires successfully completing probation	90%	85%	85%
Number of grievances processed:	1	1	2
Number of performance evaluations processed (Includes annual and probationary period):	270	260	275
Percentage of appraisals completed on time	60%	55%	60%
Number of worker compensation claims filed:	20	31	9
Loss Time (in days)	55	65	65
Number of employee development programs held:			
Management/Supervisors	7	8	2
Employees	8	9	6
Number of participants from the employee development programs	230	240	250
Number of safety/wellness training programs held:	9	12	16
Number of participants from the safety/wellness training programs	230	245	255
Total of hours in safety training	17	25	35

FY2018 BUDGET NOTES:

1. Converting Administrative Technician to HR Generalist Position, therefore no longer will have Temporary Salaries and Wages needed to compensate an intern.
2. Increase of \$1000 to Employee Drug Screening to accommodate more random screening.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Human Resources	General Government	101-1210-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 116,163	\$ 157,868	\$ 157,868	\$ 191,805	\$ 240,868	
Supplies	3,374	4,600	4,600	4,650	5,300	
Maintenance and Services	69,168	97,407	97,407	69,929	82,850	
Total Expenditures	\$ 188,705	\$ 259,875	\$ 259,875	\$ 266,384	\$ 329,018	26.6%

~ AUTHORIZED POSITIONS ~

Position Title						
Director of Human Resources	1.00	1.00	1.00	1.00	1.00	
Administrative Support Coordinator	1.00	1.00	1.00	1.00	-	
Administrative Specialist	-	-	1.00	1.00	-	
Human Resources Generalist	-	-	-	-	2.00	
Total Personnel	2.00	2.00	3.00	3.00	3.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Human Resources **FUNCTION:** General Government **ACCOUNT:** 101-1210-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 84,092	\$ 115,677	\$ 115,677	\$ 135,000	\$ 176,444	
10 30 Longevity	270	330	330	330	500	
10 40 Incentive Pay	775	1,500	1,500	1,500	1,500	
11 10 Temporary Salaries and Wages	2,015	-	-	5,000	-	
20 10 Retirement	11,838	16,016	16,016	20,000	23,835	
20 20 Social Security	6,625	9,173	9,173	11,000	13,835	
20 40 Insurance	9,239	12,305	12,305	16,000	21,642	
20 50 Workers' Compensation	115	155	155	200	235	
20 55 Long Term Disability	195	312	312	375	476	
20 60 Auto Allowance	1,000	2,400	2,400	2,400	2,400	
Subtotal	116,163	157,868	157,868	191,805	240,868	52.6%
Supplies:						
31 10 Office Supplies	1,081	1,200	1,200	1,200	1,500	
31 30 Recruiting Expenses	606	2,000	2,000	2,000	2,000	
31 35 Business Expenses	466	300	300	350	700	
31 90 Other Supplies	1,166	1,000	1,000	1,000	1,000	
36 30 Safety Equipment	56	100	100	100	100	
Subtotal	3,374	4,600	4,600	4,650	5,300	15.2%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	275	400	400	499	600	
42 60 Technology Fees	3,982	5,857	5,857	5,857	-	
42 65 Employee Recognition Program Expenses	4,024	9,000	9,000	4,000	12,600	
43 30 Medical-Employee Recruitment	17,810	35,000	35,000	20,000	20,000	
43 32 Employee Drug Screening	2,945	3,000	3,000	3,000	4,500	
43 45 Awards	412	3,600	3,600	-	-	
43 90 Other Professional Services	11,899	18,000	18,000	18,000	18,900	
51 20 General Insurance	291	350	350	273	350	
52 10 Telephone/Communications	83	-	-	-	-	
52 20 Postage	205	300	300	300	400	
53 10 Advertising	10,388	10,000	10,000	4,000	5,000	
54 10 Printing and Binding	102	400	400	500	500	
55 10 Education and Training	2,181	4,000	4,000	4,500	6,000	
57 10 Other Contractual Services	14,571	7,500	7,500	9,000	14,000	
Subtotal	69,168	97,407	97,407	69,929	82,850	-14.9%
Total Expenditures	\$ 188,705	\$ 259,875	\$ 259,875	\$ 266,384	\$ 329,018	26.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Economic Development	General Government	101-1211-510

PROGRAM DESCRIPTION:

The Economic Development Department exists to recruit and retain business to the City and to encourage existing businesses to expand within the City. In addition to business recruitment and retention efforts, the Economic Development Department also consists of the Main Street Program and tourism efforts. The Economic Development Department is primarily funded through a portion of sales tax receipts dedicated to the Rosenberg Development Corporation.

The Director of Economic Development is the staff liaison and executive director of the Rosenberg Development Corporation. The Director, is in the initial point of contact for new commercial and industrial prospects. The department consists of a Director of Economic Development, Assistant Economic Development Director, Main Street Manager, and a Senior Administrative Specialist

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Goals and Objectives

Goal 1 – Facilitate Business Recruitment Efforts.

Strategies:

- **Strategy 1: Business Attraction / Lead Sources**
 - Leverage membership in Texas One Program and Team Texas Program to reach a broader audience. Regularly, participate in Texas One and Team Texas recruitment events.
 - Continue to network with Governor's Office of Economic Development and Tourism and Greater Houston Partnership.
 - Annually attend ICSC Recon and Texas to promote Retail and Commercial Development Opportunities in Rosenberg.
 - Continue relationships with the Port of Freeport, Hwy 36A Coalition and the Brazoria Fort Bend Rail District to promote the Hwy 36A Rail Project.
 - Utilize Google Analytics to track number of visits to website and track the location of page views.
 - Partner with Fort Bend Global Initiatives on conducting prospect & consulate visits that promote Foreign Direct Investment Opportunities (FDI)
 - Shift towards utilizing a Customer Relation Management (CRM) System, to better track the generation of leads, business retention visits, and contract compliance.
 - Partner with SCORE Houston and the Fort Bend SBDC to promote small business development opportunities in Rosenberg.
- **Strategy 2: Promotion of Available Property**
 - Coordinate with Rosenberg Planning Department on adding GIS Data to available property list.
 - Add Rosenberg Business Park and Walsh Road Industrial Park to the Texas Economic Development Council lists of certified sites. Continue to promote Rosenberg Business Park and Walsh Road Industrial Park as shovel-ready sites.
 - Regularly attend Fort Bend Society of Commercial Realtor Meetings to promote available property in Rosenberg.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Economic Development	General Government	101-1211-510

Goal 2 – Continue Business Retention and Expansion Efforts.

- ***Strategy 1: On-Going Business Retention Visits***
 - Continue to carry-out RDC Business Retention plan with 15 Business Retention Visits a quarter.
- ***Strategy 2: Survey Existing Rosenberg Businesses***
 - Refine existing survey to learn about business climate, labor/training needs, marketing and trade, finance and banking, regulatory issues, barriers to growth, satisfaction with public services or facilities, past utilization of and satisfaction with local business assistance programs; overall marketing conditions, prospects for next five years.
- ***Strategy 3: Maintaining Database of Rosenberg Companies***
 - An important component of the program will be collecting information on the business community for use in measuring the scope of the City's economic activity.
- ***Strategy 4: Workforce Initiative***
 - Information gleaned from the survey regarding the existing companies' labor needs can be used to develop a strategy with the existing education and workforce development organizations. Economic Development Staff plans to regularly meet with representatives from TSTC to discuss the training needs of the top Rosenberg employers.
- ***Strategy 5: Business Appreciation***
 - Continue to host annual business appreciation luncheon.
 - Continue to host periodic economic development partnership meetings.

Goal 3 – Coordinate Efforts of Rosenberg Development Corporation

- ***Strategy 1: Carry-Out RDC Strategic Plan***
 - Regularly report of status of RDC Strategic Plan to Board of Directors
 - Incorporate the newly adopted Mission Statement and Vision Statement in board agenda packets and on the RDC Website.
- ***Strategy 2: Infrastructure Development***
 - Continue to coordinate with the RDC on identifying projects to be included in the RDC Capital Improvement Fund.
 - Identify sidewalk segments to be included in the Community Connectivity Sidewalk Map.
- ***Strategy 3: Business Development***
 - Host quarterly entrepreneurship training courses in conjunction with SCORE Houston
 - Coordinate with TSTC and WCJC on promotion of Skills Development Grant and new TSTC Maker's Lab Program

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Economic Development	General Government	101-1211-510

Goal 4 – Expand Tourism Efforts:

- ***Strategy 1: Promote Visit Rosenberg Brand.***
 - Coordinate with Rosenberg Development Corporation on completing the Rosenberg Magazine.
 - Incorporate section on website providing direct information to meeting planners, including meeting spaces and sports facilities.
 - Develop an Event Calendar that list annual events held in Rosenberg.
 - Create both a digital and hard copy of a Rosenberg Visitors Guide.
 - Continue to promote social media presence highlighting Rosenberg tourism assets.
- ***Strategy 2: Facilitate External Use of Hotel Occupancy Tax Funding***
 - Promote new Hotel Occupancy Tax Guidelines to external applicants
 - Awards first round of funding to Hotel Occupancy Tax applicants.

Goal 5 – Facilitate Main Street Program:

- ***Strategy 1: Promoting the District.***
 - Continue to hold two large-scale seasonal events.
 - Continue to enhance social media presence to promote the main street program.
 - Continue Monthly newsletter to highlight activities in the main street area.
 - Promote cultural arts designation by the Texas Commission on the Arts.
 - Partner with Rosenberg Arts Alliance on creating events in the main street area.
 - Continue to utilize co-op advertising opportunities
 - Create downtown shopping guide and historic walking tour to promote downtown businesses.
 - Continue to develop handbills to keep merchants and visitors apprised of downtown events.
 - Develop Downtown Brochure
- ***Strategy 2: Organizing the District.***
 - Carry-out Rosenberg Main Street Resource Report
 - Receive National Main Street Accreditation.
 - Annually conduct a consumer survey to gauge effectiveness of advertising efforts.
 - Identify volunteers to serve on the Design, Economic Restructuring, Organization, and Promotion Committees.
 - Continue to recognize preservation month annually in May and coordinate the architectural appreciation photo contest.
 - Create volunteer database.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Economic Development	General Government	101-1211-510

- **Strategy 3: Design**
 - Stay connected to the Texas Main Street design office and make design requests as needed.
 - Develop a plan to reach out to property owners and provide them with education on the Texas Main Street design office.
 - Provide guidance on opportunities for increasing landscaping and beautifications efforts in Downtown Rosenberg.
 - Carry-out Façade Improvement and Downtown Improvement Grants.
- **Strategy 4: Economic Restructuring**
 - Continue to host quarterly small business training seminars.
 - Regularly meet with Commercial Realtors to discuss development opportunities in the main street district.
 - Work with the Rosenberg Development Corporation on the implementation of Wayfinding signage.
 - Develop Business Recruitment packets of useful information for a business wanting to open in Downtown.
 - Utilize the Consumer Survey to establish targeted business types for recruitment.

Relevant Department Indicators

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
• Number of Site Visits Hosted	28	32	30
• Number of Business Retention Visits	72	76	50
• Number of Unique Website Visits	4,512	6,622	7,000
• Total Jobs Announced from RDC Projects	443	300	250
• Total Investment Announced by RDC Projects	\$44,000,000	\$16,500,000	\$15,000,000

Relevant Economic Indicators

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
• Population	36,435	38,031	39,627
• Total Employment	15,142	15,991	16,052
• Unemployment Rate	3.9 %	4.3%	4.5%
• Sales Tax Receipts	\$16,563,220	\$15,597,804	\$15,207,859
• Number of Homes Built (City and ETJ)	818	647	625
• Number of Homes Platted (City and ETJ)	547	540	525
• Hotel Occupancy Tax Receipts	\$729,800	\$639,731	\$549,662

FY2018 BUDGET NOTES:

1. No significant changes from the FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Economic Development **FUNCTION:** General Government **ACCOUNT:** 101-1211-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %

~ DEPARTMENT SUMMARY ~

Personnel and Benefits	\$ 242,759	\$ 263,873	\$ 263,873	\$ 252,836	\$ 264,725	
Maintenance and Services	10,795	11,492	11,492	11,492	925	
Total Expenditures	\$ 253,555	\$ 275,365	\$ 275,365	\$ 264,328	\$ 265,650	-3.5%

~ AUTHORIZED POSITIONS ~

Position Title						
Director of Economic Development	1.00	1.00	1.00	1.00	1.00	
Assistant Economic Development Director	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	0.0%
Total Personnel	3.00	3.00	3.00	3.00	3.00	0.0%

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
10 10 Salaries and Wages	\$ 170,555	\$ 179,100	\$ 179,100	\$ 173,000	\$ 183,135	
10 30 Longevity	185	387	387	415	510	
10 40 Incentive Pay	375	900	900	1,150	1,500	
20 10 Retirement	24,933	25,377	25,377	25,000	25,668	
20 20 Social Security	12,856	14,534	14,534	14,500	14,897	
20 40 Insurance	23,595	33,244	33,244	28,440	28,668	
20 50 Workers' Compensation	226	247	247	247	253	
20 55 Long Term Disability	434	484	484	484	494	
20 60 Auto Allowance	9,600	9,600	9,600	9,600	9,600	
Subtotal	242,759	263,873	263,873	252,836	264,725	0.3%
Maintenance and Services:						
42 60 Technology Fees	9,902	10,567	10,567	10,567	-	
51 20 General Insurance	267	300	300	300	300	
52 10 Telephone/Communications	627	625	625	625	625	
Subtotal	10,795	11,492	11,492	11,492	925	-92.0%
Total Expenditures	\$ 253,555	\$ 275,365	\$ 275,365	\$ 264,328	\$ 265,650	-3.5%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: City Secretary	FUNCTION: General Government	ACCOUNT: 101-1300-510

MISSION STATEMENT:

The mission of the City Secretary Department is to serve and enhance public participation in municipal government and safeguard the democratic government process through transparent open government and open records.

PROGRAM DESCRIPTION:

The City Secretary is primarily responsible for providing accurate records of minutes, ordinances, resolutions, and proclamations; preparing agenda packets and attending all Council meetings, public hearings, bid openings; maintaining easily accessible files of legal documents, including records management activities for all City-related official documents; preparing legal notices for advertisement; informing Council of conferences and related events, scheduling appointments and meetings, and making related itinerary arrangements; planning and organizing City-related events; and conducting City elections. The City Secretary is appointed by the Mayor/Council and is supervised by the City Manager.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Improve Record Storage Room.

Objectives:

- Reorganize some records with uniform one cubic foot boxes.

Department Goal# 2: Develop a plan for additional departments to utilize the electronic document management system (EDMS), especially for those departments with permanent records.

Objectives:

- Eliminate the amount of paper copies.
- Safeguard records by enhancing internal security issues.

Department Goal# 3: Transfer construction drawing microfilm onto electronic media.

Objectives:

- Determine the best method of storing electronic media.
- Allocate resources to convert microfilm to electronic form.

Department Goal# 4: Begin training for a succession plan for the City Secretary position.

Objectives:

- Coordinate education and training in the Texas Municipal Clerk's Certification Program (TMCCP) (200 + hours of work study program).

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: City Secretary	FUNCTION: General Government	ACCOUNT: 101-1300-510

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goal# 5: Expand methods of transparency to the public.

Objectives:

- Utilize the City website by adding committee agenda packets and additional fillable forms.
- Expand the Part-time Secretary position to full time.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Number of agendas and public notices posted on website 72 hours in advance of meeting/hearing:	269	270	270
Number of regular/special Council meetings:	48	43	45
Number of hours of council meeting and minute transcription preparation:	103.24/200	115/200	115/200
Number of proclamations/certificates/awards prepared:	271	275	275
Number of Freedom of Information Act requests:	371	375	375

FY2018 BUDGET NOTES:

1. No significant changes from the FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	City Secretary	General Government	101-1300-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 174,296	\$ 188,860	\$ 188,860	\$ 188,860	\$ 196,709	
Supplies	1,802	1,950	1,950	1,950	1,950	
Maintenance and Services	37,192	62,982	62,982	66,482	47,590	
Total Expenditures	\$ 213,290	\$ 253,792	\$ 253,792	\$ 257,292	\$ 246,249	-3.0%

~ AUTHORIZED POSITIONS ~

Position Title						
City Secretary	1.00	1.00	1.00	1.00	1.00	
Assistant City Secretary	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	0.48	0.48	0.48	0.48	0.48	
Total Personnel	2.48	2.48	2.48	2.48	2.48	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** City Secretary **FUNCTION:** General Government **ACCOUNT:** 101-1300-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 116,602	\$ 126,599	\$ 126,599	\$ 126,599	\$ 130,990	
10 20 Overtime	-	300	300	300	300	
10 30 Longevity	1,755	1,985	1,985	1,985	2,105	
10 40 Incentive Pay	400	-	-	-	-	
11 10 Temporary Salaries and Wages	12,480	13,000	13,000	13,000	13,000	
20 10 Retirement	16,740	17,536	17,536	17,536	17,898	
20 20 Social Security	9,863	11,038	11,038	11,038	11,384	
20 40 Insurance	13,587	15,473	15,473	15,473	18,085	
20 50 Workers' Compensation	169	187	187	187	193	
20 55 Long Term Disability	301	342	342	342	354	
20 60 Auto Allowance	2,400	2,400	2,400	2,400	2,400	
Subtotal	174,296	188,860	188,860	188,860	196,709	4.2%
Supplies:						
31 10 Office Supplies	1,632	1,500	1,500	1,500	1,500	
31 35 Business Expenses	170	450	450	450	450	
Subtotal	1,802	1,950	1,950	1,950	1,950	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	336	650	650	650	650	
42 60 Technology Fees	13,854	15,392	15,392	15,392	-	
51 20 General Insurance	611	830	830	830	830	
52 10 Telephone/Communications	618	660	660	660	660	
52 20 Postage	454	700	700	700	700	
52 30 Freight and Express	217	250	250	250	250	
53 10 Advertising	11,689	15,000	15,000	15,000	15,000	
54 10 Printing and Binding	6,648	9,000	9,000	9,000	9,000	
55 10 Education and Training	1,653	5,000	5,000	5,000	5,000	
57 10 Other Contractual Services- Shredding	951	2,000	2,000	2,000	2,000	
57 20 Election Services	162	13,500	13,500	17,000	13,500	
Subtotal	37,192	62,982	62,982	66,482	47,590	-24.4%
Total Expenditures	\$ 213,290	\$ 253,792	\$ 253,792	\$ 257,292	\$ 246,249	-3.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Finance	General Government	101-1400-510

MISSION STATEMENT:

To serve our community with financial expertise by promoting accountability, professionalism and transparency while providing all stakeholders with reliable, timely and accurate financial information.

PROGRAM DESCRIPTION:

The Finance Department is under the direction of the Assistant City Manager. The Finance Department staffs 7 full-time positions and serves both external and internal customers. The services provided include developing the annual budget, delivering reliable financial information, advocating for responsible use of taxpayer dollars, managing the City's debt and investments, as well as performing accounting duties such as accounts payable, payroll, grant management, capital asset management, general ledger reconciliations, project accounting and purchasing. The Finance Department coordinates the property and liability claims with the City's insurance carrier. The Assistant City Manager is also responsible for the operations of the Customer Service, Municipal Court and Human Resources Departments.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goal# 1: Respond to infrastructure deficiencies and ensure that funds are provided to achieve a balance between funding new facilities and services to proper maintenance of existing facilities and infrastructure.

Objectives:

- Use the department strategic plans as a tool to develop and prioritize a comprehensive list of capital improvements for the next five years.
- Ensure adequate funding is available to support new facilities and infrastructure projects while maintaining an appropriate debt level.
- Ensure adequate funding to provide on-going improvements and the necessary maintenance for existing facilities and infrastructure.

- ❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal# 2: Increase the use of technology to enhance the services for the City Departments and employees.

Objectives:

- Automate Payroll by implementing a time and attendance system that will increase efficiency and reduce manual time entry processes.
- Identify financial processes that can be automated through web based application to improve efficiencies for staff and employees.
- Provide software training for users of the Accounting software.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Finance	FUNCTION: General Government	ACCOUNT: 101-1400-510

- ❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.***

Department Goal# 3: Provide accurate, timely and transparent information to all stakeholders.

Objectives:

- Successfully apply for the Texas Comptroller's STARS program which recognizes local governments across Texas who meet high standard for financial transparency online for various areas in the finance department.
- Communicate financial information in a simple and easy-to-understand format to citizens and other stakeholders.
- Continue to apply for and receive the Distinguished Budget Presentation Award while improving quality and effectiveness of the annual budget document.
- Continue to apply for and receive the Comprehensive Annual Financial Report (CAFR) Certificate of Achievement Award, as well as an unmodified audit opinion.

Department Goal# 4: Further develop the Finance team and promote employee development and training to meet the increasing finance reporting requirements and provide excellent accounting services.

Objectives:

- Evaluate staffing levels that directly affect the finance and accounting operations.
- Add a Purchasing Agent to move towards a more centralized purchasing City.
- Promote continuing education of employees to ensure knowledge of current information.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Average number of days to process invoices	23.00	23.00	22.00
Average number of days to publish monthly reports after month-end	24	20	15
Accounts Payable Invoices Processed	14,081	14,500	15,000
Number of training hours for staff development	40	40	50
% Rate of Collection - Current Taxes	99%	99%	99%
% Rate of Collection - Delinquent Taxes	54%	50%	50%
Received GFOA Budget Award	Yes	Yes	Yes
% of "Proficient" or higher ratings for Budget Book Criteria	99%	100%	100%
Received GFOA Award for Excellence in Financial Reporting for CAFR	Yes	Yes	Yes
% of "Proficient" or higher ratings for CAFR Criteria	96%	99%	100%

FY2018 BUDGET NOTES:

1. Increase in Other Contractual Services due to increase in Fort Bend County Appraisal District budget.
2. Increase to Personnel and Benefits due to the addition of a Purchasing/Contracts Administrator.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Finance **FUNCTION:** General Government **ACCOUNT:** 101-1400-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 377,604	\$ 456,152	\$ 456,152	\$ 411,768	\$ 541,121	
Supplies	2,703	3,075	3,075	2,700	3,200	
Maintenance and Services	172,334	171,016	171,016	164,796	182,500	
Subtotal	552,640	630,243	630,243	579,264	726,821	15.3%
Total Expenditures	\$ 552,640	\$ 630,243	\$ 630,243	\$ 579,264	\$ 726,821	15.3%

~ AUTHORIZED POSITIONS ~

Position Title						
Assistant City Manager	-	-	-	1.00	1.00	
Executive Director of Administrative Services	1.00	1.00	1.00	-	-	
Finance Manager	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Technician	2.00	2.00	2.00	2.00	2.00	
Purchasing/Contracts Administrator	-	-	-	-	1.00	
Total Personnel	6.00	6.00	6.00	6.00	7.00	16.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Finance **FUNCTION:** General Government **ACCOUNT:** 101-1400-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 275,562	\$ 328,641	\$ 328,641	\$ 310,000	\$ 397,934	
10 20 Overtime	-	200	200	-	-	
10 30 Longevity	2,350	2,985	2,985	2,105	2,810	
10 40 Incentive Pay	950	1,800	1,800	2,700	3,900	
20 10 Retirement	38,904	44,970	44,970	38,000	53,732	
20 20 Social Security	20,475	25,754	25,754	20,000	31,187	
20 40 Insurance	35,362	47,477	47,477	35,000	46,942	
20 50 Workers' Compensation	366	438	438	325	529	
20 55 Long Term Disability	635	887	887	638	1,088	
20 60 Auto Allowance	2,400	2,400	2,400	2,400	2,400	
20 65 Cell Phone Allowance	600	600	600	600	600	
Subtotal	377,604	456,152	456,152	411,768	541,121	18.6%
Supplies:						
31 10 Office Supplies	1,202	1,250	1,250	1,250	1,500	
31 35 Business Expenses	505	700	700	700	700	
31 90 Other Supplies	871	1,000	1,000	750	1,000	
36 10 Small Tools and Equipment	125	125	125	-	-	
Subtotal	2,703	3,075	3,075	2,700	3,200	4.1%
Maintenance and Services:						
41 10 Tax Assessing and Collecting Services	5,446	5,500	5,500	5,480	6,000	
42 35 Dues, Subscriptions, Memberships	1,579	1,500	1,500	1,500	1,750	
42 60 Technology Fees	11,362	12,616	12,616	12,616	-	
43 10 Audit and Accounting Services	41,500	41,500	41,500	41,500	42,550	
43 90 Other Professional Services - Sales Tax Analysis	22,281	30,000	30,000	20,000	30,000	
51 20 General Insurance	1,424	1,500	1,500	1,500	1,500	
52 20 Postage	3,203	3,200	3,200	3,200	3,200	
54 10 Printing and Binding	3,830	4,200	4,200	4,000	4,000	
55 10 Education and Training	5,827	6,000	6,000	7,000	7,000	
57 10 Other Contractual Services - CAD	75,882	65,000	65,000	68,000	86,500	
Subtotal	172,334	171,016	171,016	164,796	182,500	6.7%
Total Expenditures	\$ 552,640	\$ 630,243	\$ 630,243	\$ 579,264	\$ 726,821	15.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Municipal Court	General Government	101-1417-510

MISSION STATEMENT:

The mission of the City of Rosenberg Municipal Court is to provide all citizens a high level of confidence and exceptional customer service by effectively and efficiently processing municipal court cases providing fair and impartial justice in a safe, professional, technologically-advanced environment.

PROGRAM DESCRIPTION:

The Municipal Court support staff is under the direction of the Assistant City Manager. The Municipal Court Judge and City Prosecutor are appointed by the Mayor and City Council.

The Municipal Court is primarily responsible for providing administrative support for the City's justice system, processing traffic citations, Class C misdemeanors, and City Ordinance cases. The Court support staff is responsible for maintaining complete, accurate records prescribed by law and consistent with effective management of the court.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: The Municipal Court will provide a safe, professional, technologically-advanced environment.

Objectives:

- Continually update the Court's technology to meet current and future needs.
- Improve the safety and security of the court facilities.
- Advance the Court case management system to Paperless by coordinating with our IT Department's time schedule.

Department Goal# 2: The Municipal Court will meet the current and future facility needs of the court customers and staff.

Objectives:

- Improve, modernize, and expand facility space including courtrooms, meeting rooms, waiting areas, and staff offices/work areas.

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, it's staff and it's services.*

Department Goal# 3: The Municipal Court will provide citizens a high level of confidence and exceptional customer service.

Objectives:

- Provide court staff with the information, resources, and training to provide excellent service to court customers.
- Serve court users in a timely and courteous manner.
- Develop and implement communication strategies that increase the Court's transparency and make the Court more accessible, open, and helpful to all court customers.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Municipal Court	General Government	101-1417-510

PERFORMANCE INDICATORS:

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Cases Disposition			
New cases filed	5,791	8,472	9,470
Dispositions:			
Bond Forfeitures/Applied	307	320	300
Dismissed/Not Guilty (other cases)	526	475	500
Dismissed DSC	275	398	423
Dismissed Deferred Disposition	628	708	740
Dismissed Proof Financial Responsibility	72	95	95
Dismissed Compliance	157	207	215
Community Service- Partial & Full	30	50	25
Appealed Cases	8	5	18
Juvenile Activity			
Transportation Code Cases Filed	53	51	60
Non-Driving Alcoholic Beverage Code Cases Filed	15	30	20
Violation of local Daytime Curfew Ordinance Cases Filed	20	25	32
All other Non-Traffic Fine-Only Cases Filed	127	148	208
Number of Juvenile Cases Filed (total)	238	225	285
Warrant Activity			
Warrant Issued	1,418	2,225	2,700
Warrant Cleared	1,839	2,220	3,500
Trials Activity			
Number of Non Jury and Jury Trials	13	15	28
Number of Jury Notices Mailed	450	650	850
Show Cause Hearings Scheduled	1,139	1,296	1,420
Cases Assessed	4,120	5,000	7,000
Cases Satisfied by Jail Credit	1,613	2,220	3,200
Magistrate Warnings	921	1,750	2,235

FY2018 BUDGET NOTES:

1. Other Contractual Services includes the expense for Jury Duty and Court Interpreters.
2. The \$4,600 for Equipment Repair and Maintenance will remain for the annual maintenance fees for the automated payment kiosk.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Municipal Court **FUNCTION:** General Government **ACCOUNT:** 101-1417-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 323,511	\$ 300,307	\$ 300,307	\$ 322,960	\$ 379,285	
Supplies	2,682	4,225	4,225	4,525	5,100	
Maintenance and Services	25,290	37,623	37,623	28,398	27,600	
Total Expenditures	\$ 351,482	\$ 342,155	\$ 342,155	\$ 355,883	\$ 411,985	20.4%

~ AUTHORIZED POSITIONS ~

Position Title						
Municipal Court Judge	1.00	0.48	0.48	0.48	0.48	
Associate Municipal Court Judge	0.48	0.48	0.48	0.48	0.48	
Court Administrator	1.00	1.00	1.00	1.00	1.00	
Clerk II	2.00	2.00	2.00	2.00	2.00	
Clerk I	1.00	1.00	1.00	1.00	1.00	
Total Personnel	5.48	4.96	4.96	4.96	4.96	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Municipal Court **FUNCTION:** General Government **ACCOUNT:** 101-1417-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 234,280	\$ 169,419	\$ 169,419	\$ 160,000	\$ 171,892	
10 20 Overtime	-	2,000	2,000	-	2,000	
10 30 Longevity	1,875	1,210	1,210	1,085	1,350	
10 40 Incentive Pay	950	1,200	1,200	2,225	2,700	
11 10 Temporary Salaries and Wages	8,290	60,000	60,000	95,000	125,000	
20 10 Retirement	32,693	23,218	23,218	22,000	23,453	
20 20 Social Security	18,318	17,888	17,888	17,888	23,175	
20 40 Insurance	26,201	24,610	24,610	24,000	28,857	
20 50 Workers' Compensation	317	305	305	305	394	
20 55 Long Term Disability	586	457	457	457	464	
Subtotal	323,511	300,307	300,307	322,960	379,285	26.3%
Supplies:						
31 10 Office Supplies	2,668	4,100	4,100	4,400	4,800	
31 35 Business Expenses	14	125	125	125	300	
Subtotal	2,682	4,225	4,225	4,525	5,100	20.7%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	262	550	550	450	450	
42 60 Technology Fees	10,830	12,123	12,123	12,123	-	
51 20 General Insurance	424	700	700	700	700	
52 20 Postage	997	3,000	3,000	1,650	3,000	
54 10 Printing and Binding	857	1,550	1,550	1,200	1,550	
55 10 Education and Training	3,205	4,300	4,300	3,725	4,300	
57 10 Other Contractual Services	2,266	6,000	6,000	3,750	6,000	
57 16 Associate Judges Contractual Services	6,450	4,800	4,800	4,800	7,000	
63 25 Equipment Repair and Maintenance	-	4,600	4,600	-	4,600	
Subtotal	25,290	37,623	37,623	28,398	27,600	-26.6%
Total Expenditures	\$ 351,482	\$ 342,155	\$ 342,155	\$ 355,883	\$ 411,985	20.4%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	City Attorney	General Government	101-1500-510

PROGRAM DESCRIPTION:

The City Attorney is responsible for providing legal services to the Mayor/City Council and City staff; attending all City Council meetings and other meetings as needed in order to provide legal representation for the City; reviewing and approving all legal instruments such as ordinances, contracts and/or agreements; and representing the City in all related litigation in which the City may be involved. The City Attorney also provides legal representation for City-appointed committees, such as the Rosenberg Development Corporation, the Planning Commission, and other committees as directed. The City Attorney is currently contracted by the City. Additionally, the City utilizes other legal counsels on specific issues that require specific expertise such as employment law, water rights, Department of Justice compliance, alcohol licenses, etc.

FY2018 BUDGET NOTES:

1. Increase in Other Contractual Services due to increase in Attorney Fees.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** City Attorney **FUNCTION:** General Government **ACCOUNT:** 101-1500-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Maintenance and Services	\$ 291,852	\$ 240,000	\$ 240,000	\$ 280,000	\$ 275,000	
Total Expenditures	\$ 291,852	\$ 240,000	\$ 240,000	\$ 280,000	\$ 275,000	14.6%

~ AUTHORIZED POSITIONS ~

Position Title
None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
43 90 Other Professional Services	17,879	25,000	25,000	10,000	25,000	
57 10 Other Contractual Services	273,973	215,000	215,000	270,000	250,000	
Total Expenditures	\$ 291,852	\$ 240,000	\$ 240,000	\$ 280,000	\$ 275,000	14.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: City Prosecutor	FUNCTION: General Government	ACCOUNT: 101-1600-510

PROGRAM DESCRIPTION:

The City Prosecutor is responsible for prosecuting all cases involving violations of city ordinances in the Municipal Court.

FY2018 BUDGET NOTES:

1. No significant changes from FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** City Prosecutor **FUNCTION:** General Government **ACCOUNT:** 101-1600-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Maintenance and Services	\$ 32,445	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	
Total Expenditures	\$ 32,445	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	0.0%

~ AUTHORIZED POSITIONS ~

Position Title
None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
43 20 Legal	\$ 32,445	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	
Total Expenditures	\$ 32,445	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Technology	General Government	101-1720-510

MISSION STATEMENT:

To build and enable a leading digital city; and to provide innovative technology solutions that support City departments in delivering quality services to the community and that promote transparency, open government, citizen engagement, and sound resource management practices throughout the organization.

PROGRAM DESCRIPTION:

The Technology Department, under the direction and supervision of the Director of Technology, is primarily responsible for directing, coordinating and managing the planning, installation, implementation, and maintenance of, and training related to the City's information systems. The Department handles day-to-day system and user support, and coordinates with vendors as required.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.***

Department Goal #1: Formalize information security.

Objectives:

- Create VLAN for all buildings throughout city.
- Expand Network security management tools.
- Implement change auditor for tracking.

Department Goal #2: Standardize and enhance internal service delivery.

Objectives:

- Recruit, retain, and train highly qualified staff.
- Champion career development and excellence in service provision.
- Improve Technology service level standards and track progress.
- Move one tech position into administrator role.

Department Goal #3: Centralize and Consolidate.

Objectives:

- Complete Server Virtualization
- Continue to use Active Directory as single point of authentication
- Continue to bring disparate functional systems together with technology systems framework.

Department Goal #4: Improve Standards.

Objectives:

- Follow ITIL best practices in Technology service areas
- Continue to implement hardware and software standards
- Implement Service Level Agreement for Technology services

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Technology	General Government	101-1720-510

PERFORMANCE INDICATORS

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimated</u>	<u>Projected</u>
Total Training Hours	60	160	200
Average Support Requests	2,000	3,500	3,500
Support Request Resolved	1,700	3,000	3,200
Average Completion Time	7 Days	2 Days	5 Days
Servers Supported	53	30	65
Applications Supported	87	60	95

FY2018 BUDGET NOTES:

1. The Information Technology Support Specialist was transferred from the Police Department to the Technology Department.
2. Increase to Education and Training by \$5,500 for additional technical training within the department.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Technology	FUNCTION: General Government	ACCOUNT: 101-1720-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 239,236	\$ 308,442	\$ 308,442	\$ 354,335	\$ 403,777	
Supplies	1,869	1,350	1,350	1,350	2,250	
Maintenance and Services	18,247	12,050	12,050	13,833	15,750	
Subtotal	259,352	321,842	321,842	369,518	421,777	31.1%
Capital Outlay	-	-	-	-	-	0.0%
Total Expenditures	\$ 259,352	\$ 321,842	\$ 321,842	\$ 369,518	\$ 421,777	31.1%

~ AUTHORIZED POSITIONS ~

Position Title						
Director of Information Services	1.00	1.00	1.00	1.00	1.00	
Systems Administrator	1.00	1.00	1.00	1.00	1.00	
Information Technology Support Specialist	1.00	1.00	2.00	2.00	2.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Total Personnel	3.50	3.50	4.50	4.50	4.50	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Technology **FUNCTION:** General Government **ACCOUNT:** 101-1720-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 170,402	\$ 225,751	\$ 225,751	\$ 250,000	\$ 287,121	
10 20 Overtime	2,565	2,300	2,300	1,000	2,300	
10 30 Longevity	335	300	300	300	500	
11 10 Temporary Salaries and Wages	5,328	-	-	3,785	-	
20 10 Retirement	24,374	31,143	31,143	34,000	38,844	
20 20 Social Security	13,185	17,837	17,837	19,500	22,547	
20 40 Insurance	19,317	25,406	25,406	40,000	46,514	
20 50 Workers' Compensation	233	304	304	300	384	
20 55 Long Term Disability	397	601	601	650	767	
20 60 Auto Allowance	2,800	4,800	4,800	4,800	4,800	
20 65 Cell Phone Allowance	300	-	-	-	-	
Subtotal	239,236	308,442	308,442	354,335	403,777	30.9%
Supplies:						
31 10 Office Supplies	116	100	100	100	1,000	
31 35 Business Expenses	1,637	1,200	1,200	1,200	1,200	
31 90 Other Supplies	117	50	50	50	50	
Subtotal	1,869	1,350	1,350	1,350	2,250	66.7%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	258	1,500	1,500	1,948	2,000	
43 90 Other Professional Services	13,313	5,500	5,500	2,000	3,200	
51 20 General Insurance	314	500	500	500	500	
52 20 Postage	27	50	50	50	50	
55 10 Education and Training	4,335	4,500	4,500	9,335	10,000	
Subtotal	18,247	12,050	12,050	13,833	15,750	30.7%
Total Expenditures	\$ 259,352	\$ 321,842	\$ 321,842	\$ 369,518	\$ 421,777	31.1%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Communications	General Government	101-1750-510

MISSION STATEMENT:

To facilitate internal and external communications in order to improve service to the community; and to serve the City as a whole and the community at large by building community and organizational strength through the timely formulation and dissemination of accurate, relevant information regarding City services, programs and projects, and by facilitating the defining and telling of the Rosenberg “story.”

PROGRAM DESCRIPTION:

The Communications Department, under the direction and supervision of the Communications Manager, oversees the flow of information, develops and implements strategies and plans to communicate the City’s message, and advises leaders about public relations and communication strategy. The Department is responsible for engaging the public; media and community relations; and developing, planning, and coordinating positive internal and external campaigns to heighten awareness, inform, and educate on all aspects of City operations.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goal# 1: Anticipate and meet the changing needs of the community and organization.

Objectives:

- Gather, manage and analyze data continually.
- Plan, implement, learn, and think instead of simply reacting.
- Tackle problems collaboratively - at all levels, in all departments.
- Reevaluate and reallocate resources as needed.

- ❖ ***The City of Rosenberg will enhance Rosenberg’s quality of life for residents, businesses and visitors.***

Department Goal# 2: Anticipate and meet the changing needs of the community and organization.

Objectives:

- Organize, train, and build a City communications team.
- Champion career development and professional growth.
- Value, encourage, and support a diverse workforce.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Communications	FUNCTION: General Government	ACCOUNT: 101-1750-510

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, it's staff and it's services.*

- Department Goal# 3: Increase public confidence.

Objectives:

- Improve transparency.
- Engage public.
- Create and develop strategic partnerships with other community organizations and groups.
- Enhance services to citizens through technology.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Press releases distributed	100	100	100
Prepare and distribute City Newsletter	3	12	12
New engagement channels created	2	2	4
Professional certification and training attended	1	2	3
Opportunities for formal resident feedback facilitated	6	5	6
Avenues to improve transparency	2	2	3
Services enhanced through new technology	3	3	5
Addresses reached through newsletter distribution	14,000/9,200	9,700	10,000

FY2018 BUDGET NOTES:

1. Increase in Advertising to promote Blackboard Connect and purchase other promotional items.
2. Increase in Newsletter Printing and Insertion Fees due to price increase in printing and mailing quarterly newsletters.
3. Meeting Video Services was removed and budgeted within the Technology Fund.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Communications	FUNCTION: General Government	ACCOUNT: 101-1750-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 116,128	\$ 184,249	\$ 184,249	\$ 156,219	\$ 188,910	
Supplies	2,179	2,600	2,600	2,600	2,600	
Maintenance and Services	49,116	53,473	53,473	53,473	27,600	
Total Expenditures	\$ 167,423	\$ 240,322	\$ 240,322	\$ 212,292	\$ 219,110	-8.8%

~ AUTHORIZED POSITIONS ~

Position Title						
Communications Manager	1.00	1.00	1.00	1.00	1.00	
Content Specialist	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Total Personnel	2.50	2.50	2.50	2.50	2.50	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Communications **FUNCTION:** General Government **ACCOUNT:** 101-1750-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 90,078	\$ 138,398	\$ 138,398	\$ 125,000	\$ 140,197	
10 30 Longevity	55	95	95	95	155	
20 10 Retirement	11,460	18,579	18,579	11,000	18,577	
20 20 Social Security	6,780	10,641	10,641	8,000	10,783	
20 40 Insurance	7,448	15,381	15,381	11,000	18,035	
20 50 Workers' Compensation	107	181	181	150	184	
20 55 Long Term Disability	200	374	374	374	379	
20 65 Cell Phone Allowance	-	600	600	600	600	
Subtotal	116,128	184,249	184,249	156,219	188,910	2.5%
Supplies:						
31 10 Office Supplies	808	600	600	600	600	
31 35 Business Expenses	1,371	2,000	2,000	2,000	2,000	
Subtotal	2,179	2,600	2,600	2,600	2,600	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	853	1,200	1,200	1,200	1,200	
42 60 Technology Fees	9,125	7,873	7,873	7,873	-	
43 90 Other Professional Services	3,885	-	-	-	-	
51 20 General Insurance	178	300	300	300	300	
52 10 Telephone/Communications	618	600	600	600	1,600	
53 10 Advertising	188	1,000	1,000	1,000	3,000	
54 10 Newsletter Printing and Insertion Fees	14,115	13,500	13,500	13,500	15,500	
55 10 Education and Training	3,208	5,000	5,000	5,000	2,000	
57 16 Subscription Services	1,448	4,000	4,000	4,000	4,000	
57 17 Meeting Video Services	15,500	20,000	20,000	20,000	-	
Subtotal	49,116	53,473	53,473	53,473	27,600	-48.4%
Total Expenditures	\$ 167,423	\$ 240,322	\$ 240,322	\$ 212,292	\$ 219,110	-8.8%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	General Government	General Government	101-1800-510

PROGRAM DESCRIPTION:

The General Government activity includes expenditures and activities for general services and functions, such as City Hall building maintenance, copier and reproduction services, and mailroom activities. Electricity, natural gas, and other utilities are allocated to this activity for City Hall. All related activities which are not allocated to the various departments are recorded in the General Government Department. Funding for special committees, including the Planning Commission, is included within the General Government activity.

FY2018 BUDGET NOTES:

1. Increase in the City's portion of the retiree's insurance premiums due to an increase in the number of retirees participating in the City's insurance program and a twelve percent (12%) cost increase.
2. The Technology Fees were removed from each individual department within the General Fund are budgeted as a lump sum payment from the General Fund to the Technology Fund in the amount of \$706,200.
3. An additional line item for Volunteer Committees in the amount of \$2,000 was added for a volunteer banquet.
4. Per the MUD agreements, MUD's are refunded taxes for drainage fees. The reimbursements are based on increased assessed values and will continue to increase each year.
5. The transfer to the Water & Wastewater Fund is to cover the General Funds ten percent (10%) of the Energy Efficiency loans in the Water & Wastewater Fund.
6. The Transfer to the Fleet Replacement Fund in the amount of \$665,600 completes the funding for the purchase of a Fire engine.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** General Government **FUNCTION:** General Government **ACCOUNT:** 101-1800-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 304,143	\$ 291,074	\$ 291,074	\$ 286,104	\$ 306,949	
Supplies	27,965	35,000	35,000	33,450	35,000	
Maintenance and Services	225,917	247,950	247,950	252,297	946,650	
Other Expenses	39,177	15,000	15,000	15,000	10,000	
Transfers	878,572	1,202,275	1,302,275	1,302,275	965,260	
Subtotal	1,475,774	1,791,299	1,891,299	1,889,126	2,263,859	19.7%
Capital Outlay	-	-	-	-	-	
Total Expenditures	\$ 1,475,774	\$ 1,791,299	\$ 1,891,299	\$ 1,889,126	\$ 2,263,859	19.7%

~ AUTHORIZED POSITIONS ~

Position Title						
Full-time equivalents:						
Administrative Interns	2.32	2.32	2.32	2.32	2.32	
Total Personnel	2.32	2.32	2.32	2.32	2.32	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

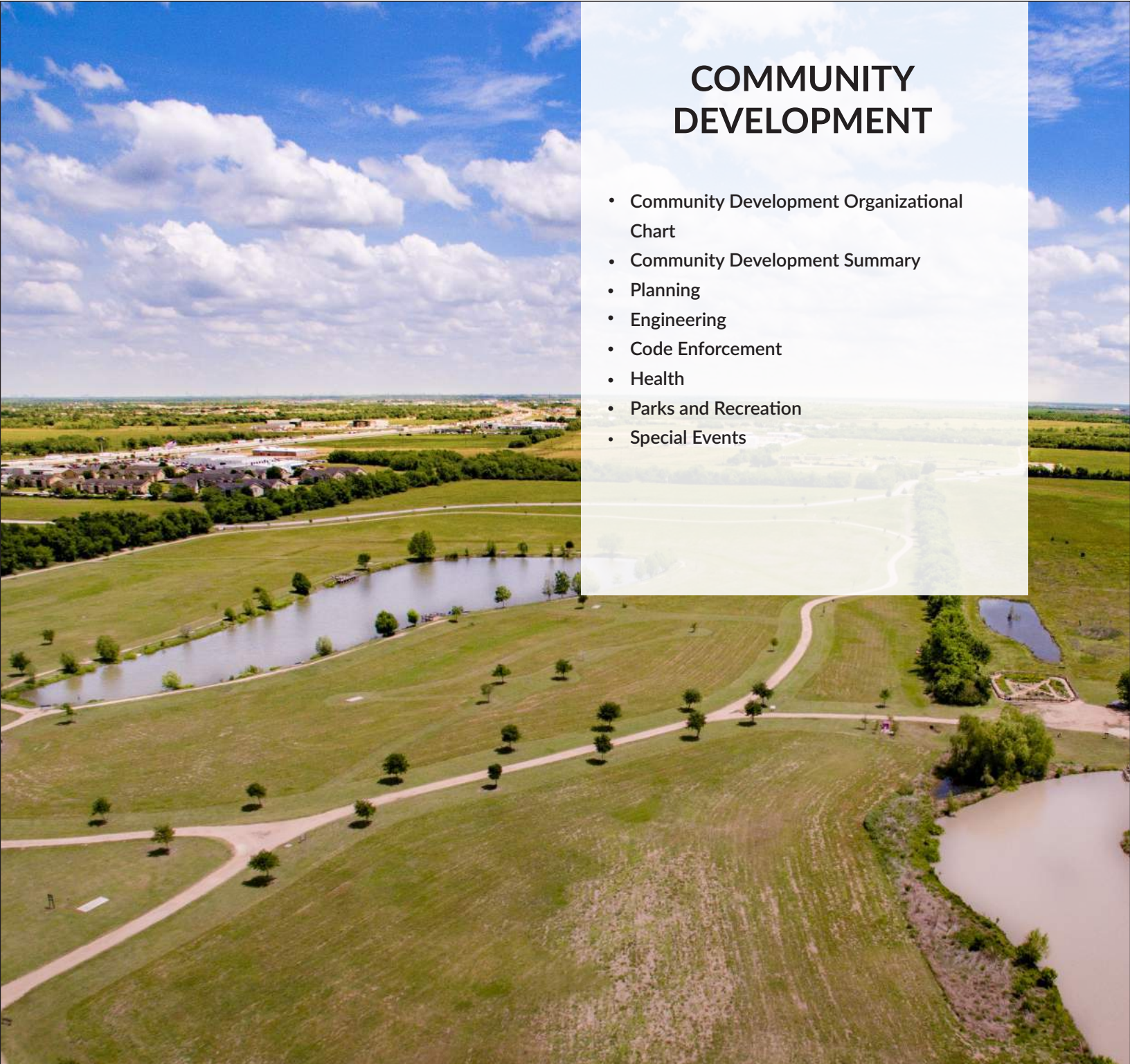
FUND: General **DEPARTMENT:** General Government **FUNCTION:** General Government **ACCOUNT:** 101-1800-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
11 10 Temporary Salaries and Wages	\$ 52,115	\$ 40,890	\$ 40,890	\$ 40,890	\$ 41,703	
11 20 Overtime	32	-	-	30	-	
20 20 Social Security	3,989	3,131	3,131	3,131	3,192	
20 30 Unemployment Claims	13,165	10,000	10,000	5,000	5,000	
20 40 Insurance Admin/Contingency	66,000	47,000	47,000	47,000	47,000	
20 45 Insurance-City's Portion Retiree	168,769	190,000	190,000	190,000	210,000	
20 50 Workers' Compensation	73	53	53	53	54	
Subtotal	304,143	291,074	291,074	286,104	306,949	5.5%
Supplies:						
31 10 Office Supplies	3,679	5,000	5,000	5,000	5,000	
31 90 Other Supplies	3,763	4,000	4,000	5,000	4,000	
37 10 Natural Gas	400	1,000	1,000	450	1,000	
37 20 Electricity	20,123	25,000	25,000	23,000	25,000	
Subtotal	27,965	35,000	35,000	33,450	35,000	0.0%
Maintenance and Services:						
42 20 Special Committee Expense	2,062	2,500	2,500	2,500	2,500	
42 25 Planning Commission Expenses	-	500	500	500	500	
42 35 Dues, Subscriptions, Memberships	5,239	11,250	11,250	10,000	10,000	
42 45 Safety Committee Expenses	-	200	200	200	200	
42 60 Technology Fees	-	-	-	-	706,200	
42 70 Employee Holiday Party	10,410	12,000	12,000	12,177	12,000	
42 75 Employee Appreciation	5,495	6,500	6,500	7,443	7,500	
43 35 Taxes Due Fees	6,229	500	500	500	500	
43 50 Volunteer Committees	-	-	-	-	2,000	
43 90 Outside Professional Services	6,893	10,000	10,000	10,133	10,000	
51 20 General Insurance	8,506	9,000	9,000	9,747	9,750	
52 10 Radio/Communications	40,431	40,500	40,500	40,500	40,500	
55 10 Education and Training	500	8,000	8,000	8,000	8,000	
56 24 Equipment Rentals	7,701	10,000	10,000	10,000	10,000	
57 10 Other Contractual Services	870	1,000	1,000	1,000	1,000	
57 15 Janitorial Services	13,361	15,000	15,000	15,000	15,000	
57 35 MUD Reimbursement	70,185	75,000	75,000	78,597	85,000	
63 10 Building Repair and Maintenance	43,005	40,000	40,000	40,000	20,000	
63 25 Equipment Repair and Maintenance	5,031	6,000	6,000	6,000	6,000	
Subtotal	225,917	247,950	247,950	252,297	946,650	281.8%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** General Government **FUNCTION:** General Government **ACCOUNT:** 101-1800-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL CONTINUED~						
Other Expenses:						
85 30 Bad Debt Expense	39,177	15,000	15,000	15,000	10,000	
Subtotal	39,177	15,000	15,000	15,000	10,000	-33.3%
Transfers:						
92 30 Transfer to Fire Station No. 3 Operating Fund	193,441	194,469	194,469	194,469	194,469	
94 10 Transfer to General Supplemental Fund	379,940	902,615	1,002,615	1,002,615	-	
95 01 Transfer to Water/Wastewater Fund	81,191	81,191	81,191	81,191	81,191	
95 60 Transfer to Civic Center Fund	24,000	24,000	24,000	24,000	24,000	
96 02 Transfer to Fleet Replacement Fund	-	-	-	-	665,600	
96 03 Transfer to Technology Fund	200,000	-	-	-	-	
Subtotal	878,572	1,202,275	1,302,275	1,302,275	965,260	-25.9%
Total Expenditures	\$ 1,475,774	\$ 1,791,299	\$ 1,891,299	\$ 1,889,126	\$ 2,263,859	19.7%



COMMUNITY DEVELOPMENT

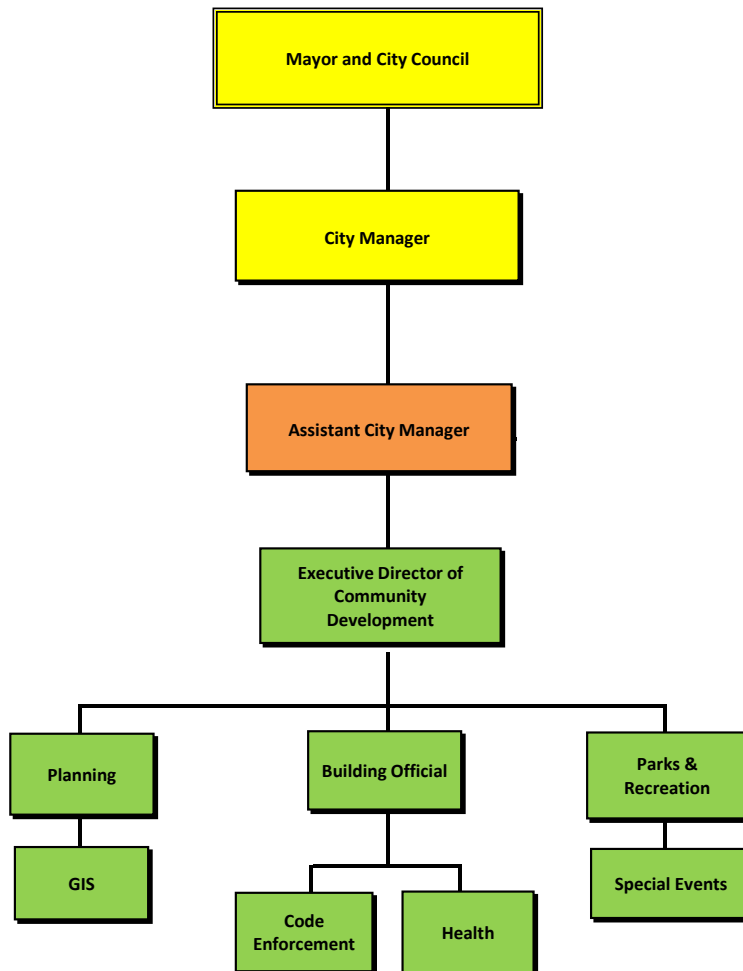
- Community Development Organizational Chart
- Community Development Summary
- Planning
- Engineering
- Code Enforcement
- Health
- Parks and Recreation
- Special Events

COMMUNITY DEVELOPMENT

OCT 1, 2017 - SEP 30, 2018

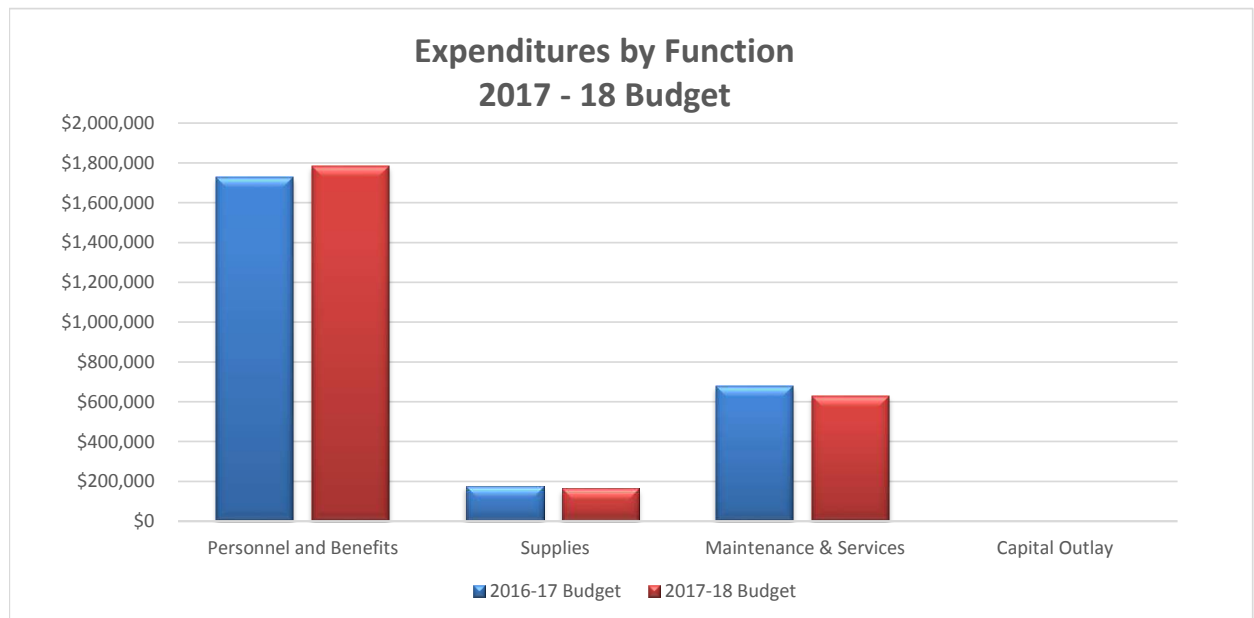
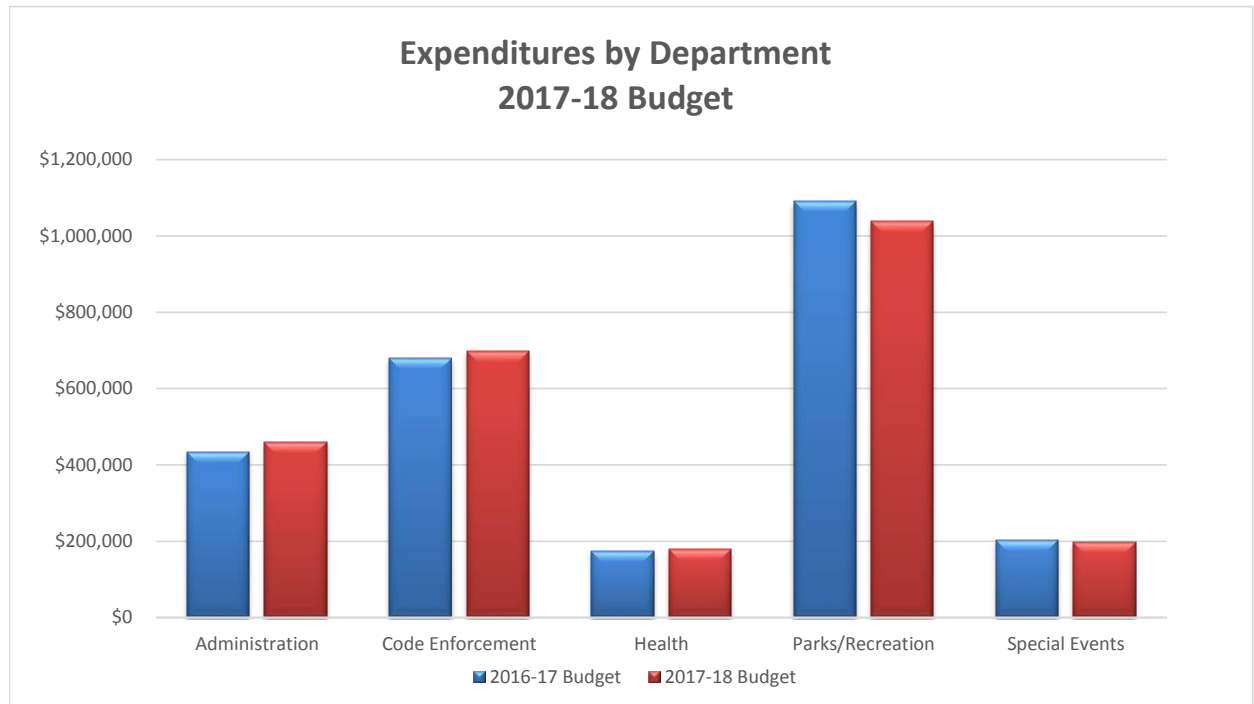
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Community Development Organizational Chart



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Community Development



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Community Development Summary	N/A	101-19XX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
FUNCTION AND CLASSIFICATION SUMMARY						
Personnel and Benefits	\$ 1,562,854	\$ 1,727,217	\$ 1,727,217	\$ 1,543,032	\$ 1,783,845	
Supplies	\$ 142,381	\$ 174,730	\$ 174,730	\$ 158,730	\$ 163,030	
Maintenance and Services	\$ 694,866	\$ 678,850	\$ 678,850	\$ 596,499	\$ 626,234	
Subtotal	2,400,101	2,580,797	2,580,797	2,298,261	2,573,109	-0.3%
Capital Outlay	-	-	-	-	-	100.0%
Total Expenditures	\$ 2,400,101	\$ 2,580,797	\$ 2,580,797	\$ 2,298,261	\$ 2,573,109	-0.3%

~ AUTHORIZED POSITIONS ~

Position Title						
Planning	5.00	5.00	5.00	5.00	5.00	
Code Enforcement	8.48	8.48	8.48	8.48	9.00	
Health	2.00	2.00	2.00	2.00	2.00	
Parks and Recreation Programming	10.00	10.00	9.50	9.50	8.50	
Total Personnel	25.48	25.48	24.98	24.98	24.50	-1.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Planning	Community Development	101-1900-540

MISSION STATEMENT:

The mission of the City of Rosenberg's Planning Department is to effectively manage growth and development in accordance with ordinances adopted by City Council; to facilitate ordinance amendments and new policies as necessary; and to provide excellent internal and external customer service in a growing city.

PROGRAM DESCRIPTION:

The Planning Department is under the direction of the Executive Director of Community Development and is primarily responsible for the logical and systematic planning of the City's growth by providing professional support to citizens, developers, the Planning Commission, City Council, and other City Departments. The Department is also responsible for the maintenance and expansion of the Geographic Information System (GIS), an integrated collective of computer software and data to view and manage geographic elements, such as streets, subdivision layouts, establishment of boundaries for fire stations and police beats, identification of voting districts, and infrastructure data.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goals:

- Complete and present to Planning Commission and City Council 1-year review of newly adopted Unified Development Code (UDC)
- Ensure alignment of Rosenberg Major Thoroughfare Map with other governmental jurisdictions
- Complete plat/variance fee study in accordance with surrounding jurisdictions
- Perform an assessment of MUDs within the City limits and Extraterritorial Jurisdiction to determine compliance with applicable regulations

- ❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goals:

- Install and utilize the Network Analyst Extension (GIS) to assist in determining best emergency response routes
- 100 percent completion of creating, collecting, and fixing storm water utility GIS data
- Work with Tyler Technologies for smooth integration of their software with the City GIS

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Planning	FUNCTION: Community Development	ACCOUNT: 101-1900-540

- ❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goals:

- Continue updating website and creating documents to improve ease of access
- Update development process flow charts as necessary
- Amend budget as necessary to accommodate potential new training opportunities
- Create editable web maps
- Create web maps for citizen reporting and interaction
- Plan for creation of potential future GIS position/s to facilitate the above

PERFORMANCE INDICATORS:

	2015-16 <u>Actual</u>	2016-17 <u>Estimate</u>	2017-18 <u>Projected</u>
Number of plats reviewed	60	60	60
Number of maps generated	400	350	300
ArcReader/web map hits	1,235	5,500	8,500
Total water main line mileage mapped in GIS system	137	225	241
Total sanitary sewer main line mileage mapped in GIS system	98	164	180
Total storm sewer main line mileage mapped in GIS system	82	121	140
Number of ordinance updates presented to the Planning Commission	5	5	5
Number of ordinance updates presented to the City Council	5	5	5

FY2018 BUDGET NOTES:

1. Other Contractual Services increased by \$3,400 for the ArcGIS Image Extension which utilizes the more up-to-date and higher resolution imagery available to the City through the FBCAD yearly aerial photo collection.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Planning	Community Development	101-1900-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 374,576	\$ 405,509	\$ 405,509	\$ 388,405	\$ 439,262	
Supplies	1,194	1,880	1,880	1,880	1,880	
Maintenance and Services	23,442	27,141	27,141	24,241	18,350	
Total Expenditures	\$ 399,212	\$ 434,530	\$ 434,530	\$ 414,526	\$ 459,492	5.7%

~ AUTHORIZED POSITIONS ~

<u>Position Title</u>						
Executive Director of Community Development	1.00	1.00	1.00	1.00	1.00	
GIS Technology Supervisor	1.00	1.00	1.00	1.00	1.00	
Planning Administrator	1.00	1.00	1.00	1.00	1.00	
GIS Technician	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Total Personnel	5.00	5.00	5.00	5.00	5.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Planning **FUNCTION:** Community Development **ACCOUNT:** 101-1900-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 275,103	\$ 295,533	\$ 295,533	\$ 285,000	\$ 319,644	
10 20 Overtime	-	200	200	-	-	
10 30 Longevity	545	860	860	850	1,160	
10 40 Incentive Pay	250	600	600	600	600	
20 10 Retirement	38,778	40,420	40,420	38,500	43,073	
20 20 Social Security	20,822	23,149	23,149	21,000	25,001	
20 40 Insurance	32,635	38,156	38,156	36,000	43,096	
20 50 Workers' Compensation	365	393	393	350	425	
20 55 Long Term Disability	678	798	798	705	863	
20 60 Auto Allowance	4,800	4,800	4,800	4,800	4,800	
20 65 Cell Phone Allowance	600	600	600	600	600	
Subtotal	374,576	405,509	405,509	388,405	439,262	8.3%
Supplies:						
31 10 Office Supplies	1,194	1,880	1,880	1,880	1,880	
Subtotal	1,194	1,880	1,880	1,880	1,880	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	700	1,000	1,000	1,000	1,000	
42 60 Technology Fees	7,168	11,191	11,191	11,191	-	
51 20 General Insurance	888	1,050	1,050	1,050	1,050	
52 20 Postage	-	100	100	100	100	
54 10 Printing and Binding	175	300	300	300	300	
55 10 Education and Training	4,511	8,000	8,000	8,000	7,000	
57 10 Other Contractual Services	10,000	5,000	5,000	2,100	8,400	
63 25 Equipment Repair and Maintenance	-	500	500	500	500	
Subtotal	23,442	27,141	27,141	24,241	18,350	-32.4%
Total Expenditures	\$ 399,212	\$ 434,530	\$ 434,530	\$ 414,526	\$ 459,492	5.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Code Enforcement	Community Development	101-1935-540

MISSION STATEMENT:

To provide quality, affordable, and timely services that ensure the health, life, and safety of citizens, while collaborating throughout the community to support its economic, social and environmental vitality.

PROGRAM DESCRIPTION:

The Code Enforcement activity is under the direction of the Executive Director of Community Development and the Building Official and is made up of three divisions: building permits and inspections, general code enforcement, and health services. It is primarily responsible for the enforcement of the various codes and ordinances of the City to safeguard the public health, welfare, and safety of the citizens. This activity includes enforcement of codes for buildings, plumbing, gas, electrical, sign, and mechanical inspections, and issuing permits. Additional duties involve investigation and demolition of dangerous structures, weed control, and removal of debris.

STRATEGIC PLAN GOALS:

- ❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Provide staffing to accommodate our City's accelerated growth.

Objectives:

- Achieve and maintain full staffing levels.
- Leadership development and succession planning through mentorships and formal training and education.

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 2: Provide a safe and functional facility for staff and public convenience.

Objectives:

- Provide a secure facility for staff.
- Provide a facility that allows for growth and expansion.
- Set an example for those we serve by having code compliant, handicap accessible facilities.
- Provide a one-stop-shop environment for citizens seeking assistance.

- ❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, it's staff and it's services.*

Department Goal# 3: Research technology trends and address technology threats.

Objectives:

- Provide real time inspection results and make them available on the web.
- Develop a five-year technology plan for the department.
- Provide on-line scheduling including inspections and meeting requests.
- On-line plan tracking and plat tracking for contractors and developers.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Code Enforcement	Community Development	101-1935-540

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimated</u>	<u>Projected</u>
Total number of permits issued	4,322	4,322	4,500
Total number of plans checked	750	850	900
Total permit valuation (in millions)	168	160	180
Total permit fees	\$682,111	\$780,000	\$800,000
Total Plan review fees	\$265,000	\$265,000	\$300,000
Field inspections conducted (building)	13,500	14,000	14,000
Complaints investigated from Citizen Relations	3,505	3,550	3,500
Number of training hours for state licenses	48	48	48
Number of training hours for certification	120	120	140

FY2018 BUDGET NOTES:

1. Increase to Salary and Wages due to changing a part-time Secretary I position to full time Administrative Technician.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Code Enforcement **FUNCTION:** Community Development **ACCOUNT:** 101-1935-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 442,718	\$ 525,129	\$ 525,129	\$ 471,710	\$ 575,106	
Supplies	16,957	20,000	20,000	20,700	23,000	
Maintenance and Services	143,972	134,870	134,870	109,870	100,959	
Total Expenditures	\$ 603,648	\$ 679,999	\$ 679,999	\$ 602,280	\$ 699,065	2.8%

~ AUTHORIZED POSITIONS ~

Position Title						
Building Official	1.00	1.00	1.00	1.00	1.00	
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00	
Building Inspector	2.00	2.00	2.00	2.00	2.00	
Code Compliance Officer	2.00	2.00	2.00	2.00	2.00	
Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	1.00	1.00	2.00	
Secretary I - Part-time	0.48	0.48	0.48	0.48	-	
Total Personnel	8.48	8.48	8.48	8.48	9.00	6.1%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Code Enforcement **FUNCTION:** Community Development **ACCOUNT:** 101-1935-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 311,993	\$ 358,692	\$ 358,692	\$ 315,000	\$ 400,650	
10 20 Overtime	1,472	1,500	1,500	1,500	1,500	
10 30 Longevity	1,575	2,075	2,075	2,010	2,470	
10 40 Incentive Pay	2,275	3,600	3,600	3,600	3,600	
11 10 Temporary/Part Time Wages	5,665	13,520	13,520	19,000	-	
20 10 Retirement	44,723	49,793	49,793	45,000	54,713	
20 20 Social Security	24,235	29,549	29,549	25,000	31,756	
20 40 Insurance	42,299	57,502	57,502	52,000	71,378	
20 50 Workers' Compensation	853	1,030	1,030	850	1,057	
20 55 Long Term Disability	777	968	968	850	1,082	
20 60 Auto Allowance	4,800	4,800	4,800	4,800	4,800	
20 65 Cell Phone Allowance	2,050	2,100	2,100	2,100	2,100	
Subtotal	442,718	525,129	525,129	471,710	575,106	9.5%
Supplies:						
31 10 Office Supplies	1,552	1,500	1,500	1,500	2,000	
31 40 Clothing	1,855	2,500	2,500	3,200	4,000	
31 90 Other Supplies	1,405	1,500	1,500	1,500	1,500	
35 10 Motor Vehicle Repair Supplies	2,345	2,000	2,000	2,000	3,000	
36 10 Small Tools and Equipment	724	1,000	1,000	1,000	1,000	
37 20 Electricity	3,798	5,000	5,000	5,000	5,000	
37 30 Fuel, Oil and Lubricants	5,280	6,500	6,500	6,500	6,500	
Subtotal	16,957	20,000	20,000	20,700	23,000	15.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	501	1,500	1,500	1,500	750	
42 60 Technology Fees	14,962	18,162	18,162	18,162	-	
43 90 Other Professional Services	72,661	25,000	25,000	15,000	20,000	
51 20 General Insurance	3,633	4,000	4,000	4,000	4,000	
52 10 Telephone/Communications	2,086	3,500	3,500	3,500	3,500	
52 20 Postage	5,347	5,000	5,000	5,000	5,000	
54 10 Printing and Binding	823	1,200	1,200	1,200	1,200	
55 10 Education and Training	8,606	8,500	8,500	8,500	8,500	
56 25 Fleet Replacement	7,375	16,708	16,708	16,708	16,709	
57 10 Other Cont Services (Mowing, Dangerous Bldgs)	18,032	40,000	40,000	25,000	30,000	
57 15 Janitorial Services	4,155	6,300	6,300	6,300	6,300	
63 10 Building Repair and Maintenance	5,791	4,500	4,500	4,500	4,500	
63 26 Radio Repair and Maintenance	-	500	500	500	500	
Subtotal	143,972	134,870	134,870	109,870	100,959	-25.1%
Total Expenditures	\$ 603,648	\$ 679,999	\$ 679,999	\$ 602,280	\$ 699,065	2.8%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Health	Community Development	101-1941-540

PROGRAM DESCRIPTION:

The Consumer Health Division, under the direction of the Building Official is primarily responsible for enforcing all city, state and federal codes that regulate the food industry and the general sanitation of the City. Duties include the inspection of and permit issuance to all food service establishments and temporary food service establishments operating within the City. Inclusive are restaurants, retail grocery outlets, caterers, bars, schools, child care centers, hospitals, geriatric and rehabilitation institutions, mobile food units, hotel/motel food service facilities, and any other food service operation requiring inspections. Additionally, consumer complaints pertaining to food borne illnesses, food products, or food service establishments are investigated. The vector control program is funded through this division.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Food establishment permits issued	250	260	270
Temporary food permits issued	288	300	320
Percent increase(decrease) in temporary permits	10%	4%	6%
Food establishment inspections/investigations	867	900	900
Temporary establishment inspections	297	300	320
Consumer complaints/investigations	46	60	60
Public health consultations	1964	1960	1960
Plans reviewed	13	20	30
% of food service establishments inspected at least bi-annually	102%	102%	102%
% of food service establishments inspected within 24 to 72 hours of complaint	100%	100%	100%

FY2018 BUDGET NOTES:

1. No significant changes from the FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Health **FUNCTION:** Community Development **ACCOUNT:** 101-1941-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 146,959	\$ 150,990	\$ 150,990	\$ 145,821	\$ 160,996	
Supplies	3,111	3,850	3,850	3,850	3,850	
Maintenance and Services	49,617	18,406	18,406	18,506	14,160	
Total Expenditures	\$ 199,687	\$ 173,246	\$ 173,246	\$ 168,177	\$ 179,006	3.3%

~ AUTHORIZED POSITIONS ~

<u>Position Title</u>						
Sanitarian	2.00	2.00	2.00	2.00	2.00	0.0%
Total Personnel	2.00	2.00	2.00	2.00	2.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Health **FUNCTION:** Community Development **ACCOUNT:** 101-1941-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 109,290	\$ 112,868	\$ 112,868	\$ 105,000	\$ 115,428	
10 30 Longevity	375	555	555	555	675	
10 40 Incentive Pay	400	-	-	1,200	1,200	
20 10 Retirement	15,218	15,431	15,431	14,500	15,539	
20 20 Social Security	7,787	8,838	8,838	7,500	9,020	
20 40 Insurance	13,115	12,305	12,305	16,000	18,085	
20 50 Workers' Compensation	230	231	231	220	282	
20 55 Long Term Disability	245	162	162	246	167	
20 65 Cell Phone Allowance	300	600	600	600	600	
Subtotal	146,959	150,990	150,990	145,821	160,996	6.6%
Supplies:						
31 10 Office Supplies	1,009	1,000	1,000	1,000	1,000	
31 40 Clothing	353	550	550	550	550	
31 90 Other Supplies	540	600	600	600	600	
35 10 Motor Vehicle Repair Supplies	380	500	500	500	500	
37 30 Fuel, Oil and Lubricants	828	1,200	1,200	1,200	1,200	
Subtotal	3,111	3,850	3,850	3,850	3,850	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	323	500	500	500	500	
42 60 Technology Fees	3,634	4,346	4,346	4,346	-	
51 20 General Insurance	1,136	1,150	1,150	1,250	1,250	
52 10 Telephone/Communications	375	300	300	300	300	
52 20 Postage	672	660	660	660	660	
54 10 Printing and Binding	66	250	250	250	250	
55 10 Education and Training	3,999	4,400	4,400	4,400	4,400	
56 25 Fleet Replacement	-	6,800	6,800	6,800	6,800	
57 10 Other Contractual Services- Mosquito Spraying	39,413	-	-	-	-	
Subtotal	49,617	18,406	18,406	18,506	14,160	-23.1%
Total Expenditures	\$ 199,687	\$ 173,246	\$ 173,246	\$ 168,177	\$ 179,006	3.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Parks Maintenance & Recreation Programming	Community Development	101-1953-540

MISSION STATEMENT:

The City of Rosenberg's Parks and Recreation Department is committed to providing quality outdoor spaces, recreational and educational programming and family-oriented special events to enhance the health, quality of life and leisure time of our citizens and community.

PROGRAM DESCRIPTION:

The Parks and Recreation Services, under the direction of the Executive Director of Community Development and the Parks and Recreation Director, are primarily responsible for the services and maintenance of all park areas and athletic fields owned by the City. Park areas include nine (9) parks, eight (8) playgrounds, eight (8) basketball courts, and fourteen (14) athletic fields. This includes all recreational equipment, picnic facilities, structures and utility infrastructures. Other duties include trash removal in the Downtown area. The Director also supervises various recreational programs offered to the public. Staff organizes and coordinates local events which include the Easter Egg Hunt, the annual Children's Fishing Tournament, Booberg, Rosenberg Christmas Nights, and the Family 4th event.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: To provide new amenities and new facilities that will allow us to provide a consistent level of service and meet the growing needs of our community.

Objectives:

- Create a comprehensive Parks and Recreation Master Plan Update.
- Create and implement a plan for a new park in Zone 8.
- Add amenities and additions to our existing parks that will help to enhance the livability and desirability of Rosenberg as a community.

Department Goal# 2: To provide a consistent level of staffing that will allow the Department to meet the anticipated future demands on Parks, Recreation, and Special Event services.

Objectives:

- Acquire the needed personnel to consistently enforce existing Parks Ordinances.
- Evaluate staffing levels to effectively maintain Parks and provide for operational safety.
- Acquire temporary staff and volunteers necessary to allow us to increase the number of programs we offer and increase the participation levels of Special Events.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Parks Maintenance & Recreation Programming	Community Development	101-1953-540

❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal# 3: To give our staff the opportunity to attend off-site educational training sessions and to obtain additional certifications that will allow the Department to provide a professional level of service that meets the demands of our citizens.

Objectives:

- Research and offer educational training opportunities to our staff that will also reinforce safety and job performance skills.
- Offer training opportunities with other agencies to improve working relationships other professionals in the field of Parks and Recreation.
- Offer incentives and challenges for our employees to seek out additional training.

Department Goal# 4: To acquire the equipment necessary to ensure staff and citizen safety and to provide professionally maintained facilities.

Objectives:

- Creation of a replacement schedule that allows for replacement of equipment while it is still in working condition and can return value to the City.
- Purchase additional equipment that will maximize use of existing staff and make the department less dependent upon other departments' equipment and staff to accomplish parks projects.

❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.***

Department Goal# 5: To increase sustainability and offer a wider variety of recreational and education programming to the community.

Objectives:

- Continue to use social media to increase public awareness of classes/programs.
- Research comparable programs in other cities/communities.
- Secure qualified leaders/instructors.
- Maximize use of available RCC rooms and parks for programming.
- Monitor program enrollment, as well as public demand for class viability and make adjustments as needed.

Department Goal# 6: To increase sustainability, visibility and participation in all Special Events offered by the Department.

Objectives:

- Use social media to enhance all aspects of special events.
- Consistent scheduling of all special events on an annual basis.
- Continue partnerships with local organizations to promote, plan and execute all events.
- Continue to solicit volunteer participation from individuals/ groups.
- Solicit more sponsorship from local businesses.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Parks Maintenance & Recreation Programming	Community Development	101-1953-540

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projected</u>	<u>2017-18</u> <u>Estimate</u>
Park acreage maintained (developed)	451	451	451
Man hours used:			
Mowing parks (all City areas)	4,110	3,500	3,200
Trash clean up	3,549	3,500	3,500
Park maintenance	5,128	5,200	5,200
Flower bed maintenance/Tree trimming	340	200	225
Weed/fire ant control	84	125	150
Assisting other Departments	91	100	100

FY2018 BUDGET NOTES:

1. Salaries and Wages was decreased due to the restructuring of administrative personnel between the Civic Center and Park's Department and the reduction of one Maintenance and Operations Assistant since additional mowing services were contracted out.
2. Grounds Maintenance Services was increased by \$6,329 to small areas mowing costs.
3. Grounds Maintenance Park Mowing increased \$24,745 to cover entire cost of a 1-year contract addition for Sunset Park.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Parks Maintenance & Recreation Programming **FUNCTION:** Community Development **ACCOUNT:** 101-1953-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 572,588	\$ 608,943	\$ 608,943	\$ 513,850	\$ 571,853	
Supplies	121,118	149,000	149,000	132,300	134,300	
Maintenance and Services	318,895	332,183	332,183	328,913	331,957	
Total Expenditures	\$ 1,012,601	\$ 1,090,126	\$ 1,090,126	\$ 975,063	\$ 1,038,110	-4.8%

~ AUTHORIZED POSITIONS ~						
Position Title						
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00	
M&O Supervisor	1.00	1.00	1.00	1.00	1.00	
Recreation Programs Coordinator	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	1.00	1.00	-	-	-	
Administrative Technician	-	-	0.50	0.50	0.50	
M&O Technician	2.00	2.00	2.00	2.00	2.00	
M&O Assistant	4.00	4.00	4.00	4.00	3.00	
Total Personnel	10.00	10.00	9.50	9.50	8.50	-10.5%

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

FUND: General **DEPARTMENT:** Parks Maintenance & Recreation Programming **FUNCTION:** Community Development **ACCOUNT:** 101-1953-540

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 389,150	\$ 415,065	\$ 415,065	\$ 350,000	\$ 381,256	
10 20 Overtime	25,497	10,800	10,800	20,000	16,000	
10 30 Longevity	3,555	3,855	3,855	3,700	3,965	
10 40 Incentive Pay	1,650	1,800	1,800	1,250	1,500	
11 15 Program Salaries and Wages	816	7,443	7,443	1,000	7,443	
20 10 Retirement	58,791	59,276	59,276	50,000	54,731	
20 20 Social Security	31,172	33,949	33,949	27,500	31,769	
20 40 Insurance	51,423	65,934	65,934	51,000	64,788	
20 50 Workers' Compensation	4,508	4,609	4,609	3,350	4,280	
20 55 Long Term Disability	964	1,112	1,112	950	1,021	
20 60 Auto Allowance	4,800	4,800	4,800	4,800	4,800	
20 65 Cell Phone Allowance	262	300	300	300	300	
Subtotal	572,588	608,943	608,943	513,850	571,853	-6.1%
Supplies:						
31 10 Office Supplies	649	600	600	600	600	
31 40 Clothing	2,527	3,500	3,500	3,300	3,300	
31 90 Other Supplies	1,789	5,500	5,500	4,500	4,500	
34 10 Botanical & Agricultural Supplies	17,256	15,000	15,000	15,000	15,000	
34 20 Medical Supplies	461	600	600	600	600	
34 30 Cleaning Supplies	9,547	9,000	9,000	9,000	9,000	
35 10 Motor Vehicle Repair Supplies	2,603	2,500	2,500	2,000	2,500	
35 20 Building Materials and Supplies	4,719	5,000	5,000	4,000	4,500	
35 30 Plumbing Supplies	3,952	4,000	4,000	4,000	4,000	
35 35 Electrical Supplies	5,054	7,000	7,000	7,000	7,000	
36 10 Small Tools and Equipment	9,939	9,000	9,000	7,000	7,000	
36 50 Recreation Program Supplies	9,906	19,000	19,000	10,000	10,000	
37 10 Natural Gas	379	1,300	1,300	1,300	1,300	
37 20 Electricity	42,357	55,000	55,000	55,000	55,000	
37 30 Fuel, Oil and Lubricants	9,981	12,000	12,000	9,000	10,000	
Subtotal	121,118	149,000	149,000	132,300	134,300	-9.9%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	871	1,250	1,250	1,250	1,250	
42 60 Technology Fees	13,518	7,729	7,729	7,729	-	
51 20 General Insurance	14,734	15,000	15,000	15,000	15,000	
52 10 Telephone/Communications	1,516	1,400	1,400	1,400	1,400	
52 20 Postage	8	200	200	100	100	
55 10 Education and Training	1,566	2,500	2,500	2,500	2,500	
56 24 Equipment Rentals	3,241	4,000	4,000	3,500	4,000	
56 25 Fleet Replacement	22,656	25,624	25,624	25,624	28,024	
57 10 Other Contractual Services - LCISD	(318)	10,000	10,000	10,000	10,000	
57 12 Other Contractual Services - YMCA	20,000	20,000	20,000	20,000	20,000	
57 14 Other Contractual Services - Restrooms	23,856	26,000	26,000	22,212	22,212	
57 16 Nuisance Animals	-	3,000	3,000	1,500	3,000	
57 20 Other Contractual Services - Tree Trimming	1,850	6,000	6,000	4,000	4,000	
62 40 Grounds Maintenance Services	58,412	50,000	50,000	51,499	45,000	
62 45 Grounds Maintenance - Park Mowing	61,542	64,000	64,000	76,373	88,745	
62 50 Grounds Maintenance - Sports Complex	52,980	52,980	52,980	49,226	49,226	
63 10 Building Repair and Maintenance	3,039	2,500	2,500	2,000	2,500	
63 15 Structure Repair and Maintenance	27,135	30,000	30,000	25,000	25,000	
63 25 Equipment Repair and Maintenance	12,291	10,000	10,000	10,000	10,000	
Subtotal	318,895	332,183	332,183	328,913	331,957	-0.1%
Total Expenditures	\$ 1,012,601	\$ 1,090,126	\$ 1,090,126	\$ 975,063	\$ 1,038,110	-4.8%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Special Events	FUNCTION: Community Development	ACCOUNT: 101-1955-540

PROGRAM DESCRIPTION:

The City of Rosenberg Special Events are under the direction of the Parks and Recreation Director. The events consist of the Rosenberg Christmas Nights and Family 4th Celebration.

FY2018 BUDGET NOTES:

1. The Hotel/Motel will fund the Rosenberg Christmas Nights event through a transfer from the Hotel/Motel Fund.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Special Events:
- Rosenberg Christmas Nights & Family 4th Celebration **FUNCTION:** Community Development **ACCOUNT:** 101-1955-540

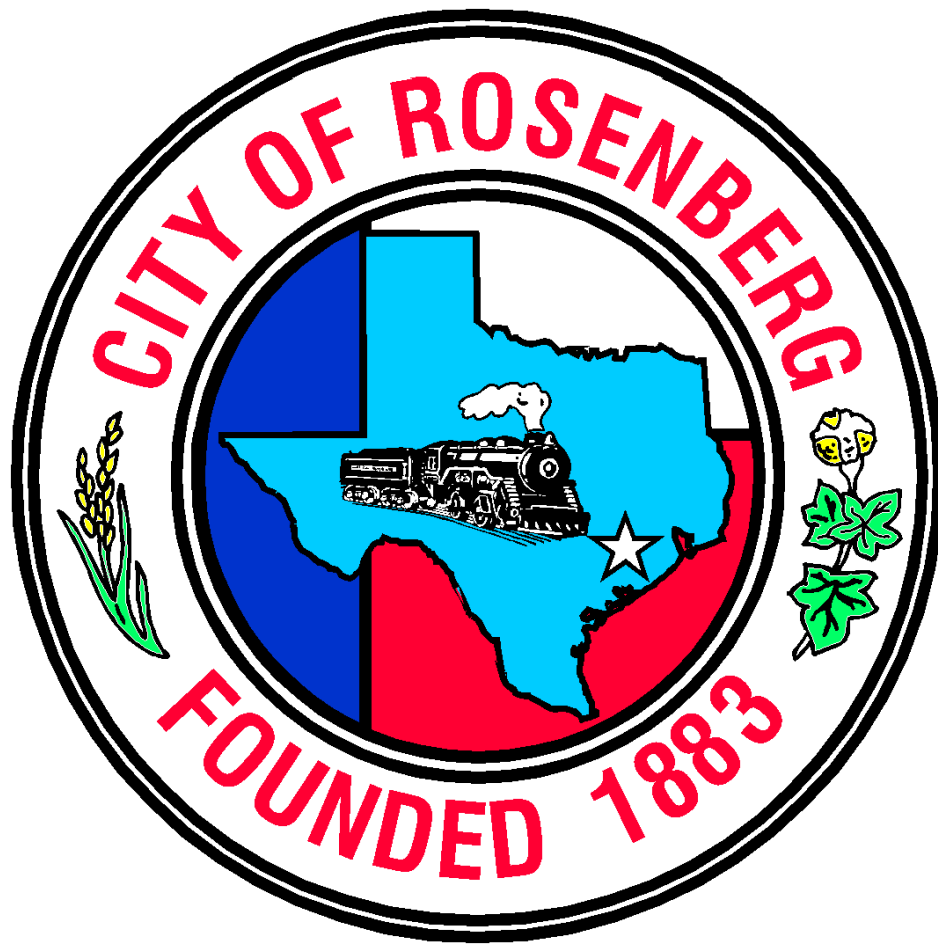
Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 26,013	\$ 36,646	\$ 36,646	\$ 23,246	\$ 36,628	
Maintenance and Services	158,940	166,250	166,250	114,969	160,808	
Total Expenditures	\$ 184,953	\$ 202,896	\$ 202,896	\$ 138,215	\$ 197,436	-2.7%

~ AUTHORIZED POSITIONS ~

Position Title
None

~ EXPENDITURE DETAIL ~

Personnel and Benefits:						
10 15 Salaries and Wages - Family 4th Celebration	\$ 12,599	\$ 15,000	\$ 15,000	\$ 13,000	\$ 15,000	
10 17 Salaries and Wages - Rosenberg Christmas Nights	7,505	15,000	15,000	3,600	15,000	
20 10 Retirement	2,791	4,008	4,008	4,008	3,954	
20 20 Social Security	1,444	2,296	2,296	2,296	2,296	
20 40 Insurance	1,414	-	-	-	-	
20 50 Workers' Compensation	210	342	342	342	378	
20 55 Long Term Disability	50	-	-	-	-	
Subtotal	26,013	36,646	36,646	23,246	36,628	0.0%
Maintenance and Services:						
51 20 General Insurance	212	6,000	6,000	213	250	
53 15 Family 4th Celebration	60,640	60,750	60,750	60,750	62,391	
53 25 Rosenberg Christmas Nights	88,667	90,000	90,000	48,302	88,667	
53 30 Rosenberg Christmas Nights Dinner	9,421	9,500	9,500	5,704	9,500	
Subtotal	158,940	166,250	166,250	114,969	160,808	-3.3%
Total Expenditures	\$ 184,953	\$ 202,896	\$ 202,896	\$ 138,215	\$ 197,436	-2.7%



PUBLIC SAFETY

- Public Safety Organizational Chart
- Public Safety Summary
- Police Department
- Emergency Management
- Animal Control
- School Officers and Crossing Guards
- Fire Department
- Fire Marshal

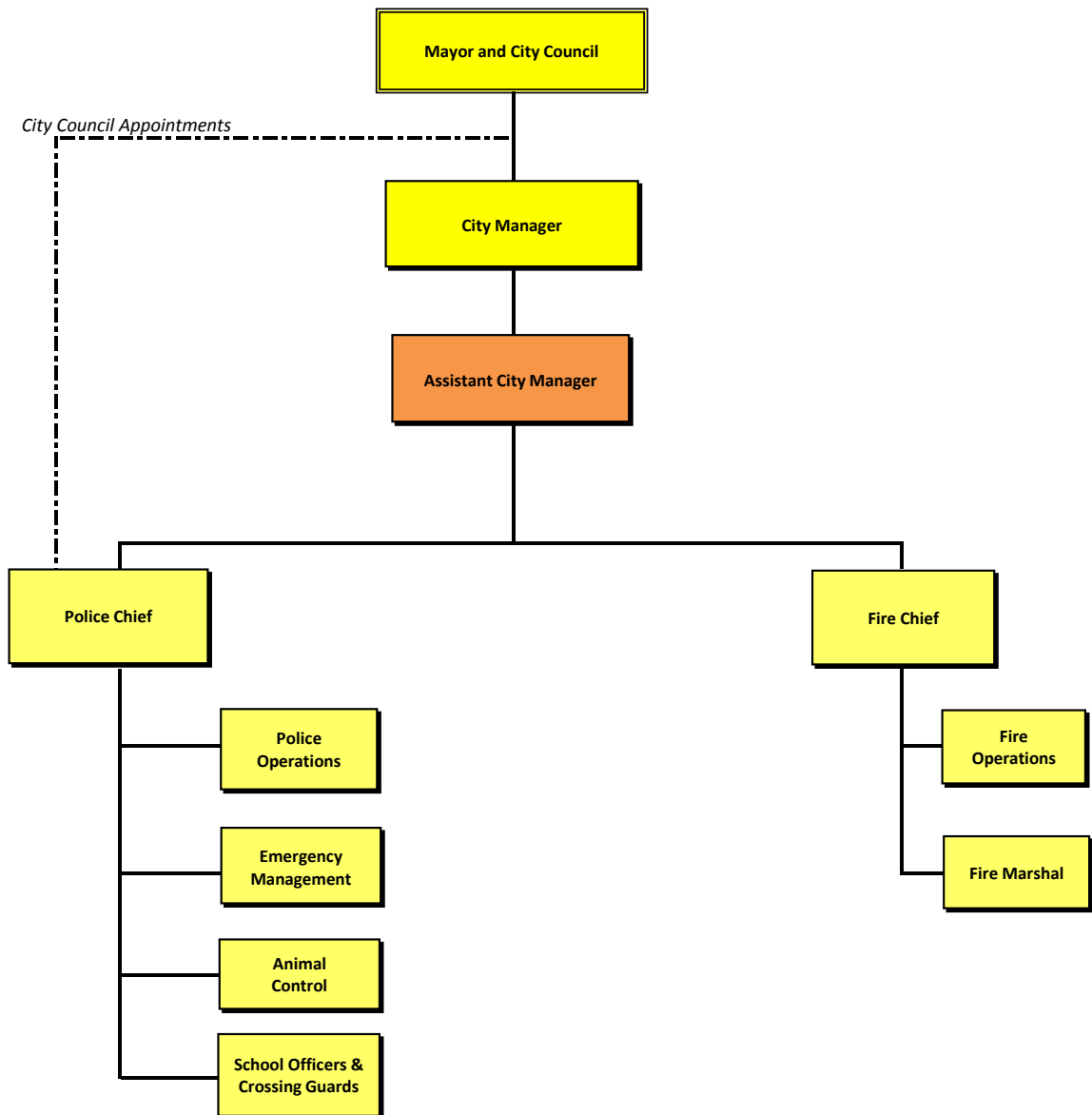


PUBLIC SAFETY

OCT 1, 2017 - SEP 30, 2018

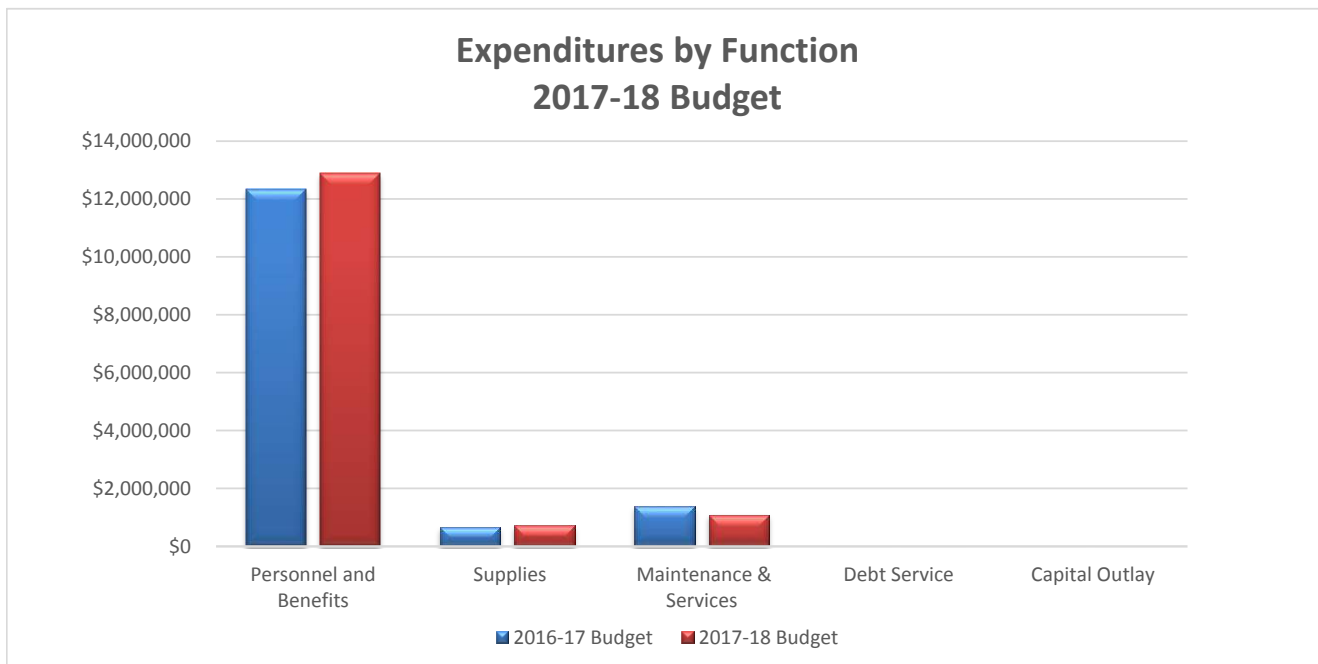
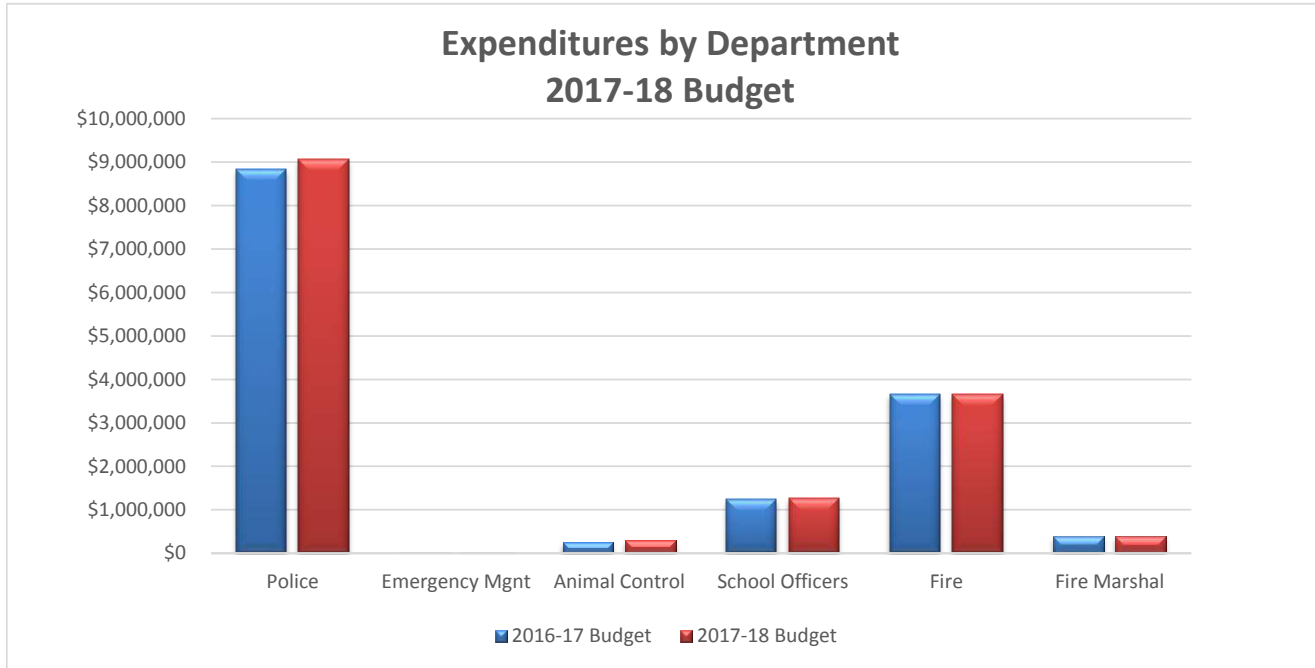
CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

Public Safety Organizational Chart



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Public Safety



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Public Safety Summary **FUNCTION:** N/A **ACCOUNT:** 101-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
FUNCTION AND CLASSIFICATION SUMMARY						
Personnel and Benefits	\$ 11,056,901	\$ 12,355,440	\$ 12,355,440	\$ 11,611,291	\$ 12,906,281	
Supplies	644,335	676,033	676,033	774,787	716,225	
Maintenance and Services	1,248,917	1,383,412	1,395,024	1,405,487	1,096,505	
Subtotal	12,950,153	14,414,885	14,426,497	13,791,565	14,719,011	2.0%
Total Expenditures	\$ 12,950,153	\$ 14,414,885	\$ 14,426,497	\$ 13,791,565	\$ 14,719,011	2.0%

~ AUTHORIZED POSITIONS ~

Position Title						
Police	87.48	91.48	94.48	94.48	95.00	
Emergency Management	-	-	-	-	-	
Animal Control	3.00	3.00	3.00	3.00	4.00	
School Officers and Crossing Guards	13.86	14.86	14.86	14.86	14.86	
Fire	37.00	37.00	37.00	37.00	37.00	
Fire Marshal	4.00	4.00	4.00	4.00	4.00	
Total Personnel	145.34	150.34	153.34	153.34	154.86	1.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:
General

DEPARTMENT:
Police

FUNCTION:
Public Safety

ACCOUNT:
101-3000-520

MISSION STATEMENT:

Pursue professional excellence by challenging the status quo in leadership, education, and accountability. Attain partnerships with the community to remove threats and blight to enhance safety and quality of life.

PROGRAM DESCRIPTION:

The Police Department is under the direction and supervision of the Police Chief, who is appointed by the City Council. The Department is responsible for enforcement of traffic laws, accident investigations, community education, and crime prevention programs, investigation of crimes against persons and property, and narcotic investigations and service to crime victims. In addition, the Department is responsible for the maintenance of criminal records, files, prisoner processing and detention, and radio communications and teletype services.

The Police Chief plans, directs, coordinates, supervises and evaluates the activities of Police Department personnel to preserve order, protect life and property, and to enforce laws and municipal Ordinances. He/she also directs and participates in the development of goals, objectives, policies, and priorities for the Department in addition to planning and implementing law enforcement programs for the City to better carry out the policies and goals of the City Council.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goal# 1: Provide quality service to our community.

Objectives:

- Leadership development and succession planning through formal training and education
- Continue proactive follow-up investigations to improve our clearance rates for criminal offenses
- Continue our recruitment program at area colleges and academies to reflect our community diversity
- Participate in a multi-agency effort, to include federal agencies to increase intelligence gathering, investigate, and prosecute criminal offenses
- Continue training and education to address emerging criminal trends

Department Goal# 2: Continue to research technology trends and address technology threats

Objectives:

- Research and enhance equipment used to identify criminals captured on video or remote camera systems
- Use technology to distribute personnel and allocate resources
- Increase technology to capture evidence in investigations
- Improve technology in the jail to reduce liability

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Police	Public Safety	101-3000-520

❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal# 3: Actively involve residents and the business community in crime prevention and promoting community safety awareness.

Objectives:

- Continue to cooperate with prosecutors to improve the case review process and charging decisions
- Involve members of the public to aid the Police Department in its crime fighting efforts
- Host quarterly or semi-annual town hall meetings with the community
- Educate citizens through an established online community awareness program on how to identify and report suspicious drug activities
- Establish a web-based case reporting system that allows citizens to self-report minor crimes
- Provide quality police services to our community by utilizing the COPS Program

❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.***

Department Goal# 4: Continue to improve the safety of our community and the efficient mobility of traffic

Objectives:

- Increase traffic management and mobility as development expands
- Continue to analyze accident statistical data for directed patrol enforcement
- Utilize public works to assist with engineering proposals to reduce collisions and traffic concerns
- Enhance the traffic investigative unit's ability to respond to traffic complaints and accidents
- Research and develop innovative strategies to help minimize traffic mobility concerns.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
Child Identification sessions held	6	6	15
Number of participants in Child Identification sessions	1,000	1,000	1,500
Calls for service/911	49,177	47,008	50,000
Calls for service per uniformed officer	1,446	1,382	1,500
Percent of priority 1 calls responded to within 3 minutes	17%	18.80%	16%
Percent of priority 1 calls to total calls	11.45%	13%	11%
Number of reported crimes	4,229	3937	4,313
Percent of reported crimes cleared	67%	85%	65%
Number of citizen complaints against Police Officers	8	14	10
Percent completion of investigations into citizen complaints within 30 days	63%	63%	63%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Police	Public Safety	101-3000-520

FY2018 BUDGET NOTES:

1. A Police Officer was converted to a Sergeant position to oversee the Community Oriented Policing (COPS) program. Additionally, The Crime Analyst position was converted from part-time to full-time.
2. Increase in Training Supplies by \$7,000 to begin the replacement of tasers.
3. Increase in Uniforms by \$5,000 to replace SWAT and Honor Guard uniforms.
4. Increase in Community Education Supplies by \$3,000 due to increase in public survey tools and membership for six (6) users.
5. Increase in Investigative Costs by \$5,000 due to increased lab costs/data base access for CID and additional equipment in ID office.
6. Increase in Telephone/Communications by \$2,500 due to added data service to CRO's phones and tablets.
7. Increase in Education and Training by \$5,000 due to increased cost for professional development and schooling required for K-9 officers.
8. Increase in Other Contractual Services-Profiling/Collections by \$3,500 due to actual cost increase.
9. Increase in Building Repair and Maintenance by \$5,000 due to aging building and actual cost.
10. Decrease in Equipment Repair and Maintenance due to moving software and equipment maintenance agreements to Technology Fund.
11. Increase in Radio Nest Repair and Maintenance by \$8,800 due to increased contract with Harris County.
12. Computer Software Services was added for web based online incident reporting.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Police **FUNCTION:** Public Safety **ACCOUNT:** 101-3000-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 6,591,472	\$ 7,531,671	\$ 7,531,671	\$ 6,870,100	\$ 7,945,544	
Supplies	386,900	397,658	397,658	487,812	412,500	
Maintenance and Services	769,268	904,276	915,888	928,971	702,775	
Total Expenditures	\$ 7,747,639	\$ 8,833,605	\$ 8,845,217	\$ 8,286,883	\$ 9,060,819	2.4%

~ AUTHORIZED POSITIONS ~

Position Title						
Police Chief	1.00	1.00	1.00	1.00	1.00	
Assistant Police Chief	1.00	1.00	1.00	1.00	1.00	
Police Lieutenant	5.00	5.00	5.00	5.00	5.00	
Police Sergeant	8.00	8.00	9.00	9.00	10.00	
Police Officer	48.00	51.00	54.00	54.00	53.00	
Public Safety Support Supervisor	3.00	3.00	3.00	3.00	3.00	
Public Safety Support Specialist	14.00	14.00	14.00	14.00	14.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Specialist	2.00	2.00	2.00	2.00	2.00	
Administrative Technician	1.00	1.00	1.00	1.00	1.00	
Civilian Jailer	2.00	2.00	2.00	2.00	2.00	
Crime Analyst	0.48	0.48	0.48	0.48	1.00	
Victim's Advocate	1.00	1.00	1.00	1.00	1.00	
Information Technology Specialist	-	1.00	-	-	-	
Total Personnel	87.48	91.48	94.48	94.48	95.00	0.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Police **FUNCTION:** Public Safety **ACCOUNT:** 101-3000-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 4,312,844	\$ 5,033,548	\$ 5,033,548	\$ 4,500,000	\$ 5,282,165	
10 20 Overtime	361,122	126,300	126,300	280,000	126,300	
10 30 Longevity	36,592	42,690	42,690	38,000	44,400	
10 40 Incentive Pay	90,085	139,200	139,200	165,000	170,700	
10 50 Holiday Pay	129,570	205,662	205,662	180,000	193,659	
11 10 Temporary Salaries and Wages	4,628	-	-	28,500	-	
20 10 Retirement	680,844	741,880	741,880	650,000	767,585	
20 20 Social Security	354,860	424,878	424,878	350,000	445,524	
20 40 Insurance	556,977	743,869	743,869	615,000	833,664	
20 50 Workers' Compensation	46,829	52,934	52,934	45,000	60,214	
20 55 Long Term Disability	10,523	14,110	14,110	12,000	14,733	
20 70 Uniforms - Taxable	6,600	6,600	6,600	6,600	6,600	
Subtotal	6,591,472	7,531,671	7,531,671	6,870,100	7,945,544	5.5%
Supplies:						
31 10 Office Supplies	5,582	6,000	6,000	6,000	6,000	
31 15 Training Supplies	33,798	28,000	28,000	28,000	35,000	
31 20 Computer Supplies	445	-	-	-	-	
31 35 Business Expenses	950	1,500	1,500	1,500	1,500	
31 40 Clothing	26,596	28,158	28,158	28,158	28,000	
31 45 Uniforms	27,901	25,000	25,000	25,000	30,000	
32 10 Jail Operation Supplies	28,144	30,000	30,000	30,000	30,000	
32 30 Brazos Town Center Office	2,078	3,500	3,500	3,500	3,500	
33 20 Community Education Supplies	2,155	5,000	5,000	5,000	8,000	
33 30 Child Safety Program Supplies	3,306	-	-	-	-	
34 25 Laboratory Supplies	3,343	4,000	4,000	4,000	4,000	
34 30 Cleaning Supplies	2,931	3,000	3,000	3,000	3,000	
35 10 Motor Vehicle Repair Supplies	72,043	50,000	50,000	50,000	50,000	
35 15 Equipment Repair Supplies	8,432	1,000	1,000	1,000	1,000	
36 10 Small Tools and Equipment	100	500	500	500	500	
36 20 Small Tools and Equipment - Grant	-	-	-	90,154	-	
37 20 Electricity	59,164	72,000	72,000	72,000	72,000	
37 30 Fuel, Oil and Lubricants	109,933	140,000	140,000	140,000	140,000	
Subtotal	386,900	397,658	397,658	487,812	412,500	3.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Police	Public Safety	101-3000-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL CONTINUED ~						
Maintenance and Services:						
42 15 Investigative Costs	18,661	15,000	21,669	21,669	20,000	
42 35 Dues, Subscriptions, Memberships	846	750	750	933	1,500	
42 60 Technology Fees	224,084	185,996	185,996	185,996	-	
51 20 General Insurance	95,672	95,000	95,000	97,257	95,000	
52 10 Telephone/Communications	32,219	36,500	36,500	36,500	39,000	
52 20 Postage	1,269	1,000	1,000	1,000	1,000	
52 30 Freight and Express	115	500	500	500	500	
54 10 Printing and Binding	1,220	3,000	3,000	3,000	3,000	
55 10 Education and Training	21,228	20,000	20,000	22,135	25,000	
56 24 Equipment Rentals	1,485	1,560	1,560	1,560	1,600	
56 25 Fleet Replacement	268,908	312,170	312,170	312,170	369,835	
57 10 Other Contractual Svcs-Profiling/Collections	17,550	16,000	16,000	17,800	19,500	
57 15 Janitorial Services	10,275	15,000	15,000	15,000	15,000	
57 27 Lease of Motor Vehicles - CID	16,120	24,300	24,300	24,300	24,300	
63 10 Building Repair and Maintenance	10,355	12,000	16,943	17,831	17,000	
63 25 Equipment Repair and Maintenance	46,215	150,000	150,000	150,000	30,000	
63 26 Radio Repair and Maintenance	3,046	2,500	2,500	2,500	5,000	
63 27 Radio Nest Repair and Maintenance	-	3,000	3,000	8,819	11,800	
63 28 Network System Maintenance	-	10,000	10,000	10,000	10,000	
63 40 Computer Software Service	-	-	-	-	13,740	
Subtotal	769,268	904,276	915,888	928,971	702,775	-23.3%
Total Expenditures	\$ 7,747,639	\$ 8,833,605	\$ 8,845,217	\$ 8,286,883	\$ 9,060,819	2.4%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Emergency Management	Public Safety	101-3032-520

PROGRAM DESCRIPTION:

The Office of Emergency Management is under the supervision of the Police Chief and is primarily responsible for an emergency management strategy that incorporates the four principles of emergency management: preparation, mitigation, response and recovery. The Office of Emergency Management is prepared to activate an Emergency Operations Center during any major disaster to facilitate the coordination of support agencies and resources needed to provide continuity of government services to the public.

FY2018 BUDGET NOTES:

1. Increase in Community Education Supplies by \$2,100 to allow for at least two emergency preparedness mailers and in-house publications.
2. Increase in Education and Training by \$1,000 for additional training and conference attendance for EM personnel.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Emergency Management **FUNCTION:** Public Safety **ACCOUNT:** 101-3032-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personal Services	\$ -	\$ 7,268	\$ 7,268	\$ 7,268	\$ 7,258	
Supplies	\$ 3,407	\$ 3,000	\$ 3,000	\$ 3,000	\$ 5,100	
Maintenance and Services	3,914	9,655	9,655	9,655	9,220	
Total Expenditures	\$ 7,321	\$ 19,923	\$ 19,923	\$ 19,923	\$ 21,578	8.3%
~ AUTHORIZED POSITIONS ~						
Position Title						
None						
~ EXPENDITURE DETAIL ~						
Personal Services:						
10 40 Incentive Pay	-	6,000	6,000	6,000	6,000	
20 10 Retirement	-	801	801	801	791	
20 20 Social Security	-	459	459	459	459	
20 50 Workers' Compensation	-	8	8	8	8	
Subtotal	-	7,268	7,268	7,268	7,258	-0.1%
Supplies:						
31 15 Training Supplies	\$ 695	\$ 700	\$ 700	\$ 700	\$ 700	
31 35 Business Expenses	14	300	300	300	300	
31 90 Other Supplies	2,248	1,600	1,600	1,600	1,600	
33 20 Community Education Supplies	450	400	400	400	2,500	
Subtotal	3,407	3,000	3,000	3,000	5,100	70.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	500	435	435	435	600	
51 20 General Insurance	14	20	20	20	20	
52 10 Telephone/Communications	476	600	600	600	600	
55 10 Education and Training	1,374	3,000	3,000	3,000	4,000	
57 10 Other Contractual Services-Emergency Notification	-	4,000	4,000	4,000	2,000	
63 40 Computer Software Repair and Maintenance	1,550	1,600	1,600	1,600	2,000	
Subtotal	3,914	9,655	9,655	9,655	9,220	-4.5%
Total Expenditures	\$ 7,321	\$ 19,923	\$ 19,923	\$ 19,923	\$ 21,578	8.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Animal Control	Public Safety	101-3034-520

PROGRAM DESCRIPTION:

The Animal Control division, under the direction and supervision of the Police Chief, is primarily responsible for the protection of citizens from danger and nuisance created by uncontrolled or diseased animals. Protection of citizens is accomplished through the enforcement of various state statutes and City Ordinances. The department is also responsible for the operation and maintenance of the animal control shelter, including adoption opportunities available to the public held at the shelter and throughout the Fort Bend County area.

STRATEGIC PLAN GOALS:

- ❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming year*

Department Goal# 1: Provide quality Animal Control services to our community.

Objectives:

- Expand Animal Control coverage to include weekends and evenings.
- Ensure that the Shelter is staffed and remains open during normal operating hours.

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 2: Continue to administer a successful animal adoption program to find forever homes for as many animals as possible, and reduce euthanizations.

Objectives:

- Maintain transparency to keep the public informed of Animal Control facility operations using our available social media platforms.
- Attend or Host a minimum of 2 Animal Adoption Events per Quarter.
- Continue to work with Animal Rescue Groups to facilitate adoptions. Developed a coordinated Volunteer Orientation Program with established guidelines and expectations.
- Schedule regular meetings with all active Volunteers and Rescue Group Administrators a minimum of once per quarter.

PERFORMANCE INDICATORS:

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
	<u>Actual</u>	<u>Estimated</u>	<u>Projected</u>
Calls for service	3939	4500	4500
Stray animals captured	1001	1,300	1,300
Bite cases investigated	27	35	35
Educational programs conducted	11	22	22
Honey bee swarms/hives investigated	9	12	12
Owner release animals taken in	306	400	400
Animals Adopted	490	500	500

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:
General

DEPARTMENT:
Animal Control

FUNCTION:
Public Safety

ACCOUNT:
101-3034-520

FY2018 BUDGET NOTES:

1. Increase in Salaries and Wages and related benefits to add an Administrative Technician.
2. Decreased Uniform Allowance by \$1,800 and added Uniforms in the amount of \$1,800
3. Increase to Other Supplies by \$2,100 due to increase in number of animals entering the shelter.
4. Increase to Medical Supplies by \$5,000 to alter the animals prior to adoption and expedite the adoption process.
5. Increase to Small Tools & Equipment by \$6,350 is to purchase larger holding cages for the animals, such as cats with kittens and litters of puppies.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Animal Control **FUNCTION:** Public Safety **ACCOUNT:** 101-3034-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2016-17 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 130,315	\$ 161,584	\$ 161,584	\$ 146,590	\$ 201,512	
Supplies	45,023	48,250	48,250	56,650	64,600	
Maintenance and Services	30,095	48,046	48,046	45,426	43,246	
Total Expenditures	\$ 205,432	\$ 257,880	\$ 257,880	\$ 248,666	\$ 309,358	20.0%

~ AUTHORIZED POSITIONS ~

Position Title						
Animal Control Supervisor	1.00	1.00	1.00	1.00	1.00	
Animal Control Officer	2.00	2.00	2.00	2.00	2.00	
Administrative Technician	-	-	-	-	1.00	
Total Personnel	3.00	3.00	3.00	3.00	4.00	33.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Animal Control **FUNCTION:** Public Safety **ACCOUNT:** 101-3034-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2016-17 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 88,221	\$ 114,746	\$ 114,746	\$ 95,000	\$ 136,270	
10 20 Overtime	8,543	3,600	3,600	15,000	3,600	
10 30 Longevity	1,365	540	540	435	565	
10 40 Incentive Pay	675	1,200	1,200	675	600	
20 10 Retirement	13,856	16,281	16,281	13,000	18,588	
20 20 Social Security	7,491	9,324	9,324	8,250	10,788	
20 40 Insurance	7,284	12,305	12,305	12,500	28,857	
20 50 Workers' Compensation	1,342	1,487	1,487	1,550	1,876	
20 55 Long Term Disability	188	301	301	180	368	
20 70 Uniforms - Taxable	1,350	1,800	1,800	-	-	
Subtotal	130,315	161,584	161,584	146,590	201,512	24.7%
Supplies:						
31 10 Office Supplies	391	500	500	500	500	
31 35 Business Expenses	4	100	100	100	200	
31 45 Uniforms	-	-	-	1,800	1,800	
31 90 Other Supplies	1,440	900	900	2,500	3,000	
31 95 Other Expenses-Donations	9,525	9,000	9,000	9,000	9,000	
34 20 Medical Supplies	18,553	15,000	15,000	20,000	20,000	
34 30 Cleaning Supplies	2,932	4,000	4,000	4,000	4,000	
34 35 Animal Feed	1,771	3,500	3,500	3,500	4,000	
35 10 Motor Vehicle Repair Supplies	129	750	750	750	750	
36 10 Small Tools and Equipment	1,643	3,000	3,000	3,000	9,350	
37 10 Natural Gas	772	1,500	1,500	1,500	1,500	
37 20 Electricity	5,799	7,000	7,000	7,000	7,500	
37 30 Fuel, Oil and Lubricants	2,064	3,000	3,000	3,000	3,000	
Subtotal	45,023	48,250	48,250	56,650	64,600	33.9%
Maintenance and Services:						
42 60 Technology Fees	6,860	4,880	4,880	4,880	-	
51 20 General Insurance	2,452	2,800	2,800	2,800	2,800	
52 10 Telephone/Communications	459	1,900	1,900	1,900	1,900	
52 20 Postage	75	200	200	80	200	
54 10 Printing and Binding	408	1,200	1,200	800	1,200	
54 15 Community Education	-	900	900	500	900	
55 10 Education and Training	157	3,200	3,200	1,500	3,200	
56 24 Equipment Rentals	-	100	100	100	100	
56 25 Fleet Replacement	11,966	11,966	11,966	11,966	12,046	
57 10 Other Contractual Services	506	3,500	3,500	3,500	3,500	
57 15 Janitorial Services	2,079	8,600	8,600	8,600	8,600	
62 10 Carcass Disposal	3,280	4,000	4,000	4,000	4,000	
63 10 Building Repair and Maintenance	448	2,200	2,200	2,200	2,200	
63 25 Equipment Repair and Maintenance	1,404	2,600	2,600	2,600	2,600	
Subtotal	30,095	48,046	48,046	45,426	43,246	-10.0%
Total Expenditures	\$ 205,432	\$ 257,880	\$ 257,880	\$ 248,666	\$ 309,358	20.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	School Officers and Crossing Guards	Public Safety	101-3036-520

PROGRAM DESCRIPTION:

The City has an agreement with the Lamar Consolidated School District to provide security and other services to the District under the School Resource Division. The Rosenberg Police Department is responsible for the School Resource Division (SRO Division) which currently consist of a Lieutenant, one Sergeant and 10 Officers. The SRO Division is primarily responsible for the safety of the students and staff throughout the Lamar Consolidated Independent School District which encompasses 384 square miles and spans across five cities. The division is responsible for investigation of crimes against people and property. The Department also provides school – crossing guards for area elementary schools.

STRATEGIC PLAN GOALS:

- ❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming year*

Department Goal #1: Continue to provide quality contractual police services to LCISD

Objectives:

- SRO development through formal School Resource Officer training and education.

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal #2: Continue to research and update technology

Objectives:

- Utilize technology to strategically monitor campus surveillance cameras from off site locations.

Department Goal #3: Improve the safety of students

Objectives:

- Improved response to school zone and roadway traffic concerns and enhanced ability to investigate criminal offenses.

FY2018 BUDGET NOTES:

1. Decrease to Small Tools and Equipment due to purchase of body cameras in FY2017.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	School Officers and Crossing Guards	Public Safety	101-3036-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 1,101,386	\$ 1,206,577	\$ 1,206,577	\$ 1,248,250	\$ 1,249,607	
Supplies	6,250	17,100	17,100	17,100	11,100	
Maintenance and Services	28,902	26,544	26,544	26,544	6,000	
Total Expenditures	\$ 1,136,538	\$ 1,250,221	\$ 1,250,221	\$ 1,291,894	\$ 1,266,707	1.3%

~ AUTHORIZED POSITIONS ~						
<u>Position Title</u>						
Police Lieutenant	1.00	1.00	1.00	1.00	1.00	
Police Sergeant	1.00	1.00	1.00	1.00	1.00	
Police Officer	9.00	10.00	10.00	10.00	10.00	
School Crossing Guards	2.86	2.86	2.86	2.86	2.86	
Total Personnel	13.86	14.86	14.86	14.86	14.86	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** School Officers and Crossing Guards **FUNCTION:** Public Safety **ACCOUNT:** 101-3036-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 640,067	\$ 732,004	\$ 732,004	\$ 738,500	\$ 747,761	
10 20 Overtime	115,472	75,000	75,000	100,000	75,000	
10 30 Longevity	7,729	8,120	8,120	8,120	8,145	
10 40 Incentive Pay	19,500	32,400	32,400	40,725	44,400	
10 50 Holiday Pay	2,266	-	-	-	-	
11 10 Temporary Salaries/Crossing Guards	53,663	53,537	53,537	53,537	53,537	
20 10 Retirement	108,236	113,207	113,207	113,207	115,365	
20 20 Social Security	60,525	68,929	68,929	68,929	71,054	
20 40 Insurance	83,207	111,148	111,148	113,000	120,637	
20 50 Workers' Compensation	9,142	10,265	10,265	10,265	11,699	
20 55 Long Term Disability	1,580	1,967	1,967	1,967	2,010	
Subtotal	1,101,386	1,206,577	1,206,577	1,248,250	1,249,607	3.6%
Supplies:						
31 40 Clothing	6,130	2,000	2,000	2,000	-	
31 45 Uniforms	120	6,600	6,600	6,600	8,600	
31 50 Crossing Guard Supplies	-	2,500	2,500	2,500	2,500	
36 10 Small Tools and Equipment	-	6,000	6,000	6,000	-	
Subtotal	6,250	17,100	17,100	17,100	11,100	-35.1%
Maintenance and Services:						
42 60 Technology Fees	22,725	21,544	21,544	21,544	-	
52 10 Telephone/Communications	6,177	5,000	5,000	5,000	6,000	
Subtotal	28,902	26,544	26,544	26,544	6,000	-77.4%
Total Expenditures	\$ 1,136,538	\$ 1,250,221	\$ 1,250,221	\$ 1,291,894	\$ 1,266,707	1.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire	Public Safety	101-3100-520

MISSION STATEMENT:

To minimize the destructive impact on life and property caused by fires, accidents, and illness.

PROGRAM DESCRIPTION:

The Fire Department is under the direction of the Fire Chief, who is primarily responsible for suppression, fire administration, rescue/EMS operations, vehicle and facility maintenance, training, and public relations. The Fire Department provides the manpower to assist the Fire Marshal's Office in fire prevention and fire safety education. Annual classes are provided to all of the schools and day care facilities within the community. As a public service, firefighters install smoke detectors when requested by residents. The Fire Department also participates in regional programs such as the Hazardous Materials team and the Heavy Rescue and Structural Collapse teams. These programs have equipment that was funded through Federal Grants. The Department coordinates with Fort Bend EMS to provide Emergency Medical Services to our citizens with Fire Department personnel performing first response medical service.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Maintain or Enhance Critical Facilities.

Objectives:

- Provide funding for continual improvements to fire stations.
- Contract with an Architect to complete a feasibility study on Fire Station #4 site.

Department Goal# 2: Maintain Reliable Equipment.

Objectives:

- Replace a current squad unit.
- Provide one vehicle for the Fire Prevention position for inspection and response purpose.
- Purchase a new fire engine for front line operations.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire	Public Safety	101-3100-520

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 3: Personnel.

Objectives:

- To have reliable and appropriate staffing to meet nationally recognized standards by hiring three (3) Firefighters per year to reach 1.33 Firefighters for each Firefighter position.
- Hire twelve (12) Firefighters if awarded the Staffing for Adequate Fire and Emergency Response (SAFER) Grant. If unsuccessful, utilize the city's match to hire three (3) Firefighters.

- ❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goal# 4: Evaluating Customer Needs.

Objectives:

- Identify a medium to collect survey data that is functional for all customers.
- Initiate the survey collection program.
- Tabulate data collected and utilize it to make informed decisions.

Department Goal# 5: Professional Development.

Objectives:

- Initiate the review process of the Best Practices Program.
- Modify the training program for the probationary Firefighter.
- Analyze and modify annual training programs.
- Continue the Officer Development Training Program.
- Create positional task books for field operations.

Department Goal# 6: Seek Opportunities for Public and Private Partnerships.

Objectives:

- Perform a comprehensive review of all established partnerships and create opportunities to enhance current programs.
- Identify new groups for partnerships that will provide opportunities for alternative funding.
- Develop a program that will improve communication between Non-English-speaking customers and public servants.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire	Public Safety	101-3100-520

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Number of responses	4,506	4,733	5,000
Percent of responses for fires/alarms	10%	10%	12%
Percent of responses for rescues	70%	70%	70%
Percent of responses for hazardous conditions	5%	6%	7%
Percent of responses for service calls	7%	7%	9%
Average Number of responses per Fire Station	1502	1183	1250
Response Time (call received – on location)	6:35	6:21	6:00
Number of reportable injuries (civilian and firefighter)	13	8	10

FY2018 BUDGET NOTES:

1. Increase Small Tools and Equipment by \$10,000 for the purchase of one (1) Thermal Imaging Camera per year.
2. Increase in Telephone/Communications by \$1,800 to upgrade technology.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Fire **FUNCTION:** Public Safety **ACCOUNT:** 101-3100-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 2,962,193	\$ 3,094,695	\$ 3,094,695	\$ 3,056,953	\$ 3,138,599	
Supplies	187,405	196,075	196,075	196,075	208,975	
Maintenance and Services	404,010	379,128	379,128	379,128	314,574	
Total Expenditures	\$ 3,553,608	\$ 3,669,898	\$ 3,669,898	\$ 3,632,156	\$ 3,662,148	-0.2%

~ AUTHORIZED POSITIONS ~

Position Title						
Fire Chief	1.00	1.00	1.00	1.00	1.00	
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00	
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00	
Fire Captain	6.00	6.00	6.00	6.00	6.00	
Fire Engineer	6.00	6.00	6.00	6.00	6.00	
Senior Firefighter	7.00	7.00	7.00	7.00	7.00	
Firefighter	11.00	11.00	11.00	11.00	11.00	
Senior Administrative Specialist	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	1.00	1.00	1.00	
Total Personnel	37.00	37.00	37.00	37.00	37.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire	Public Safety	101-3100-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 1,925,933	\$ 1,974,654	\$ 1,974,654	\$ 1,940,000	\$ 2,020,165	
10 20 Overtime	139,429	100,000	100,000	140,000	100,000	
10 30 Longevity	20,409	22,645	22,645	23,253	20,660	
10 40 Incentive Pay	35,200	54,900	54,900	57,600	59,400	
10 50 Holiday Pay	69,969	75,135	75,135	72,000	76,189	
11 10 Temporary Salaries and Wages	19,985	48,906	48,906	15,000	26,748	
20 10 Retirement	301,843	297,598	297,598	305,000	300,111	
20 20 Social Security	156,369	174,180	174,180	165,000	176,239	
20 40 Insurance	269,090	319,379	319,379	315,000	330,934	
20 50 Workers' Compensation	18,730	21,164	21,164	18,500	21,893	
20 55 Long Term Disability	4,637	5,534	5,534	5,000	5,660	
20 65 Cell Phone Allowance	600	600	600	600	600	
Subtotal	2,962,193	3,094,695	3,094,695	3,056,953	3,138,599	1.4%
Supplies:						
31 10 Office Supplies	2,681	2,300	2,300	2,300	2,300	
31 15 Training Supplies	4,736	6,400	6,400	6,400	6,400	
31 35 Business Expenses	316	300	300	300	300	
31 40 Clothing	24,000	24,675	24,675	24,675	24,675	
31 45 Uniforms	20,282	22,800	22,800	22,800	22,800	
31 90 Other Supplies	4,096	4,000	4,000	4,000	4,000	
34 15 Chemical Supplies	1,788	4,750	4,750	4,750	4,750	
34 20 Medical Supplies	8,904	5,000	5,000	5,000	5,000	
34 30 Cleaning Supplies	4,014	4,500	4,500	4,500	5,500	
35 10 Motor Vehicle Repair Supplies	60,139	48,000	48,000	48,000	48,000	
35 15 Equipment Repair Supplies	1,774	4,500	4,500	4,500	4,500	
35 20 Building Materials and Supplies	2,773	2,700	2,700	2,700	2,700	
36 10 Small Tools and Equipment	5,594	5,700	5,700	5,700	15,700	
36 30 Safety Equipment	974	1,100	1,100	1,100	2,000	
37 10 Natural Gas	1,432	2,850	2,850	2,850	2,850	
37 20 Electricity	20,423	23,500	23,500	23,500	24,500	
37 30 Fuel, Oil and Lubricants	23,481	33,000	33,000	33,000	33,000	
Subtotal	187,405	196,075	196,075	196,075	208,975	6.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire	Public Safety	101-3100-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL CONTINUED~						
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	1,734	2,450	2,450	2,450	2,450	
42 36 Volunteer Pension/Dues	61,287	65,000	65,000	65,000	60,000	
42 60 Technology Fees	126,206	78,333	78,333	78,333	-	
42 75 Volunteer Holiday Party	1,190	1,190	1,190	1,190	1,190	
43 40 License and Inspection Fees	5,574	9,500	9,500	9,500	9,500	
43 50 Volunteer Activities	11,704	15,000	15,000	15,000	15,000	
51 20 General Insurance	18,875	21,000	21,000	21,000	21,000	
52 10 Telephone/Communications	8,390	7,935	7,935	7,935	9,735	
52 20 Postage	397	400	400	400	400	
54 10 Printing and Binding	1,153	1,100	1,100	1,100	1,100	
55 10 Education and Training	21,521	25,000	25,000	25,000	25,000	
56 15 Building Rentals	14,774	-	-	-	-	
56 25 Fleet Replacement	98,273	99,860	99,860	99,860	115,749	
57 10 Other Contractual Services	4,695	10,000	10,000	10,000	11,000	
62 32 Laundry and Other Sanitation Services	742	760	760	760	850	
63 10 Building Repair and Maintenance	10,856	18,000	18,000	18,000	18,000	
63 25 Equipment Repair and Maintenance	13,643	16,000	16,000	16,000	16,000	
63 26 Radio Repair	2,996	7,600	7,600	7,600	7,600	
Subtotal	404,010	379,128	379,128	379,128	314,574	-17.0%
Total Expenditures	\$ 3,553,608	\$ 3,669,898	\$ 3,669,898	\$ 3,632,156	\$ 3,662,148	-0.2%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fire Marshal	Public Safety	101-3133-520

PROGRAM DESCRIPTION:

The Fire Marshal's Office is under the supervision of the Fire Chief. The Fire Marshal's Office is charged with public fire and life safety education and enforcement of federal, state, and local laws as they pertain to fire safety. Utilizing firefighters, we produce educational programs for all age groups in the community. To bridge the difference in education and enforcement, the Fire Marshal's Office reviews building plans to ensure that state and local fire code requirements are met. After construction has begun, fire inspectors ensure the building is being built according to approved plans. Fire prevention is further assisted by our annual business inspection program. Should a fire happen, it is investigated to determine the cause. By determining the cause, we can use the information to educate the public to ensure their safety. The Fire Marshal's Office also has the responsibility of the rental registration program. Through the program, the city ensures a safe structure for the occupants to live in.

PERFORMANCE INDICATORS:

	2015-16 <u>Actual</u>	2016-17 <u>Estimate</u>	2017-18 <u>Projected</u>
Number of fire prevention inspections	1,224	1,500	1800
Number of incendiary fires	2	5	5
Number of plans reviewed	332	350	400
Number of smoke detectors installed	121	150	125
Rental property registered	771	25	25

FY2018 BUDGET NOTES

1. No significant changes from FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Fire Marshal **FUNCTION:** Public Safety **ACCOUNT:** 101-3133-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 271,535	\$ 353,645	\$ 353,645	\$ 282,130	\$ 363,762	
Supplies	15,350	13,950	13,950	14,150	13,950	
Maintenance and Services	12,729	15,763	15,763	15,763	20,690	
Total Expenditures	\$ 299,614	\$ 383,358	\$ 383,358	\$ 312,043	\$ 398,402	3.9%

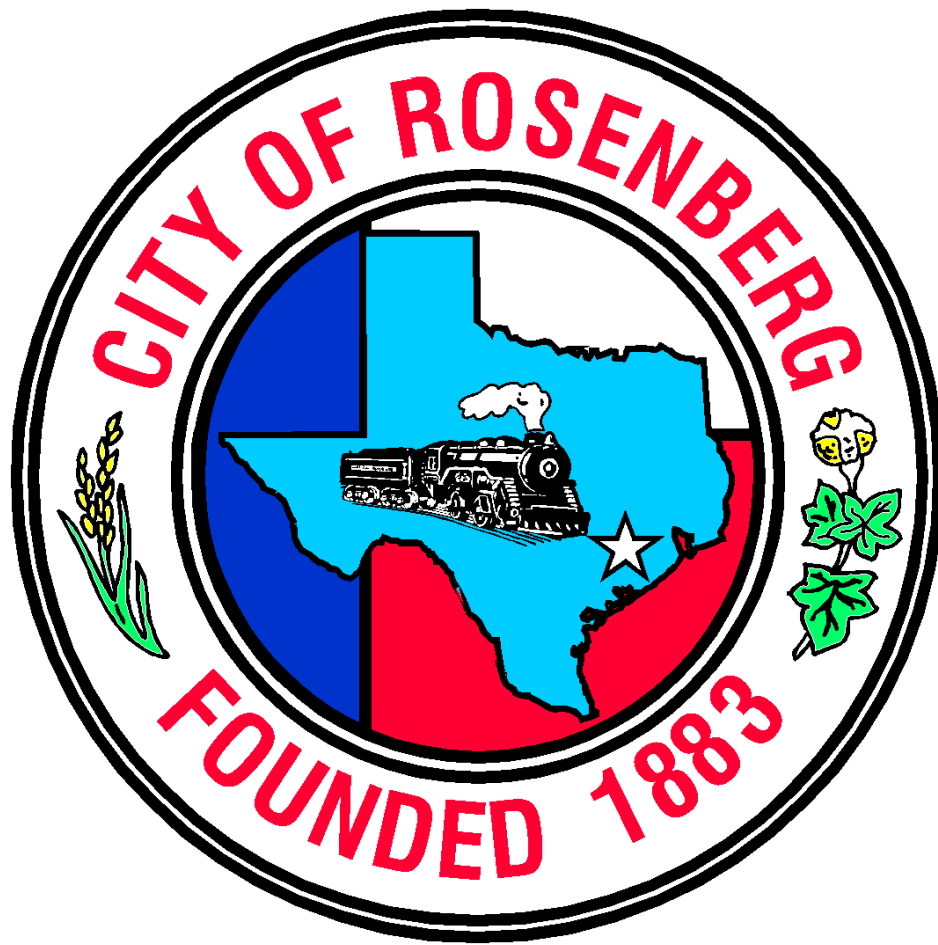
~ AUTHORIZED POSITIONS ~

<u>Position Title</u>						
Fire Marshal	1.00	1.00	1.00	1.00	1.00	
Fire Inspector	3.00	3.00	3.00	3.00	3.00	0.0%
Total Personnel	4.00	4.00	4.00	4.00	4.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Fire Marshal **FUNCTION:** Public Safety **ACCOUNT:** 101-3133-520

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 175,770	\$ 225,031	\$ 225,031	\$ 175,000	\$ 228,520	
10 20 Overtime	6,083	6,000	6,000	1,000	6,000	
10 30 Longevity	1,175	1,380	1,380	1,380	1,560	
10 40 Incentive Pay	7,200	12,000	12,000	12,000	12,000	
10 50 Holiday Pay	4,200	6,664	6,664	5,000	8,948	
20 10 Retirement	26,816	33,536	33,536	28,500	33,876	
20 20 Social Security	12,822	19,207	19,207	15,000	19,663	
20 40 Insurance	35,295	46,790	46,790	42,000	49,932	
20 50 Workers' Compensation	1,759	2,411	2,411	1,750	2,621	
20 55 Long Term Disability	415	626	626	500	641	
Subtotal	271,535	353,645	353,645	282,130	363,762	2.9%
Supplies:						
31 10 Office Supplies	249	300	300	300	300	
31 15 Training Supplies	989	850	850	850	850	
31 40 Clothing	1,730	1,500	1,500	1,500	1,500	
31 55 Personal Protective Equipment	-	4,800	4,800	4,800	4,800	
31 90 Other Supplies	7,326	3,300	3,300	3,300	3,300	
33 30 Child Safety Program Supplies	2,853	-	-	-	-	
35 10 Motor Vehicle Repair Supplies	1,070	1,350	1,350	1,350	1,350	
36 10 Small Tools and Equipment	196	350	350	550	350	
37 30 Fuel, Oil and Lubricants	936	1,500	1,500	1,500	1,500	
Subtotal	15,350	13,950	13,950	14,150	13,950	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	158	2,400	2,400	2,400	2,400	
42 60 Technology Fees	5,990	5,563	5,563	5,563	-	
43 40 License and Inspection Fees	85	-	-	-	680	
51 20 General Insurance	834	1,000	1,000	1,000	1,000	
52 20 Postage	268	300	300	300	300	
54 10 Printing and Binding	238	300	300	300	300	
55 10 Education and Training	1,833	6,000	6,000	6,000	6,000	
56 25 Fleet Replacement	3,300	-	-	-	9,810	
63 25 Equipment Repair and Maintenance	23	200	200	200	200	
Subtotal	12,729	15,763	15,763	15,763	20,690	31.3%
Total Expenditures	\$ 299,614	\$ 383,358	\$ 383,358	\$ 312,043	\$ 398,402	3.9%





PUBLIC WORKS

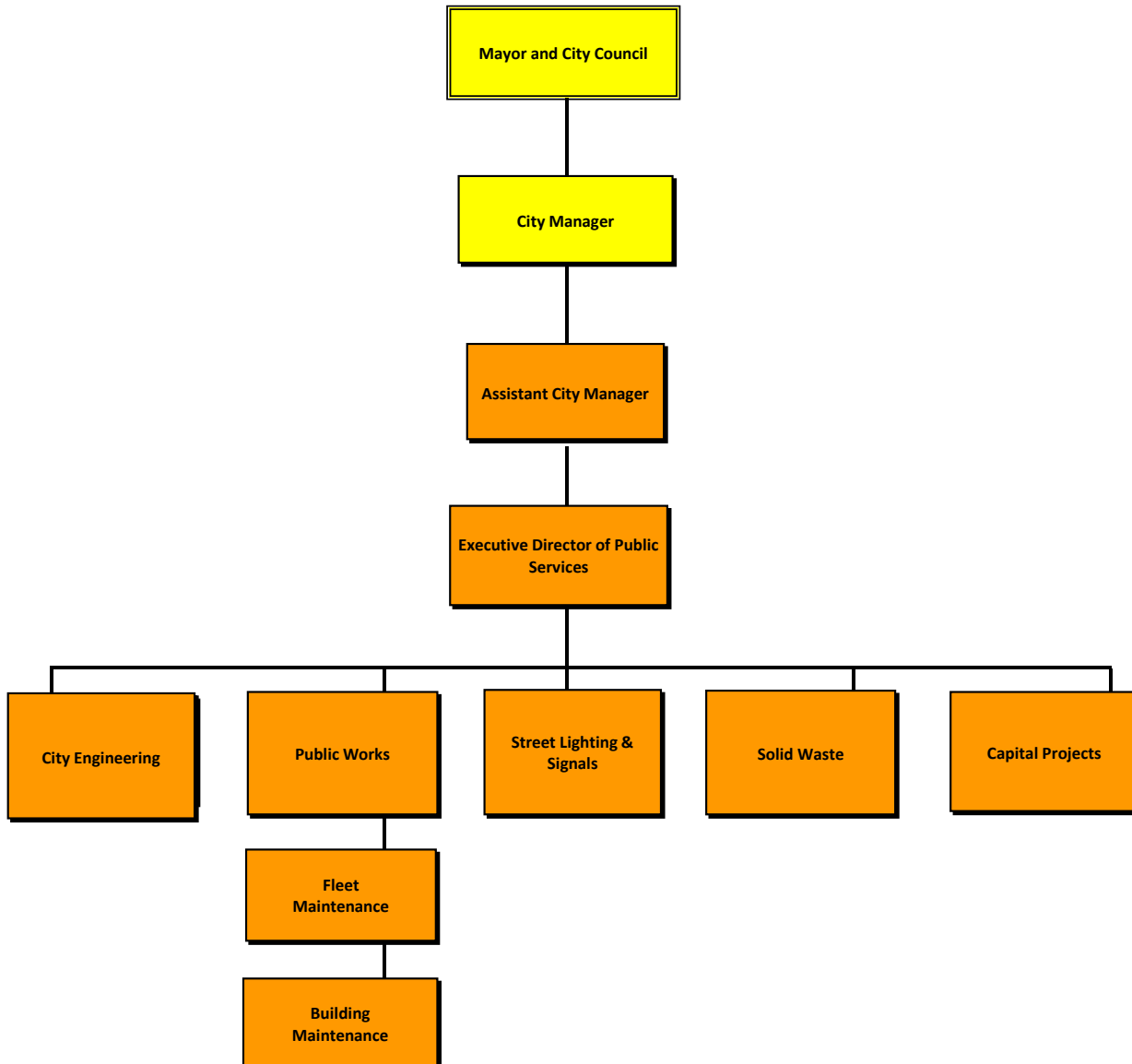
- Organizational Chart
- Summary
- Street Lighting and Signals
- Fleet Maintenance
- Solid Waste
- Building Maintenance

PUBLIC WORKS

OCT 1, 2017 - SEP 30, 2018

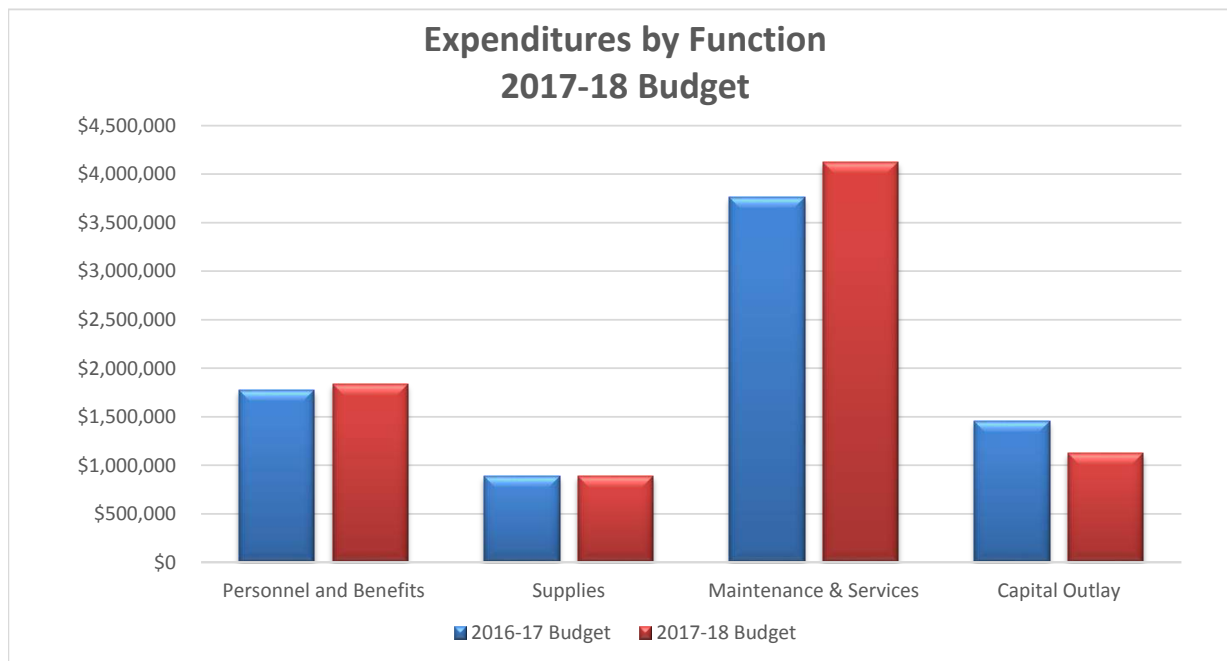
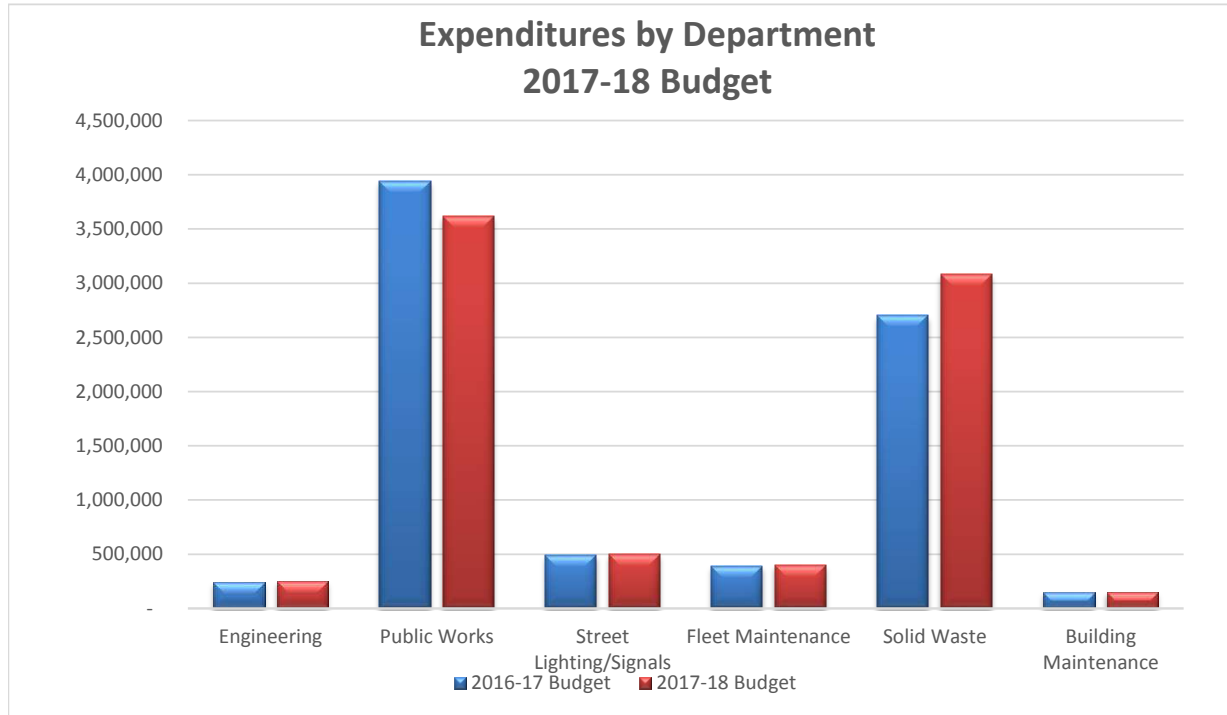
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Public Works Organizational Chart



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Public Works



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Public Works Summary **FUNCTION:** N/A **ACCOUNT:** 101-50XX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
FUNCTION AND CLASSIFICATION SUMMARY						
Personnel and Benefits	\$ 1,574,763	\$ 1,776,966	\$ 1,776,966	\$ 1,692,949	\$ 1,839,882	
Supplies	815,410	882,450	882,450	879,950	889,100	
Maintenance and Services	3,565,555	3,760,445	3,760,445	3,867,145	4,120,217	
Other Expenses	25,839	25,839	25,839	25,839	25,839	
Subtotal	5,981,567	6,445,700	6,445,700	6,465,883	6,875,038	6.7%
Capital Outlay	1,545,024	900,000	1,458,264	1,458,264	1,120,000	-23.2%
Total Expenditures	\$ 7,526,591	\$ 7,345,700	\$ 7,903,964	\$ 7,924,147	\$ 7,995,038	1.2%

~ AUTHORIZED POSITIONS ~

Position Title						
Full-time equivalents:						
Public Works	18.85	18.85	19.00	19.00	19.00	
Fleet Maintenance	5.00	5.00	5.00	5.00	5.00	
Building Maintenance	2.00	2.00	2.00	2.00	2.00	
Total Personnel	25.85	25.85	26.00	26.00	26.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Engineering	Public Works	101-5021-530

PROGRAM DESCRIPTION:

The Engineering Division is under the general direction of the Executive Director of Public Services. The City Engineer is administratively responsible for providing general engineering services including subdivision plat review, planning, public works' projects. The City Engineer also provides technical assistance with the operations of the City's Water/Wastewater system. Cobb, Fendley and Associates, Inc. provide these engineering services as the City Engineer. The City Engineer serves as a staff member for the Planning Commission and City Council. Cobb, Fendley and Associates, Inc. also provide infrastructure inspection services and construction management services as needed.

FY2018 BUDGET NOTES:

1. In the FY2018 budget, Engineering was moved from General Government to Public Works.
2. The Engineering Services includes attending City Council meetings, Planning Commission meetings, staff reviews, traffic studies, plan reviews and other services provided by the City Engineer.
3. The appropriation for Infrastructure Inspection Fees relates to inspections of new construction, such as streets and water or sewer lines, by a developer which will eventually be maintained by the City.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Engineering **FUNCTION:** Public Works **ACCOUNT:** 101-5021-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Maintenance and Services	\$ 253,845	\$ 240,000	\$ 240,000	\$ 245,000	\$ 250,000	
Subtotal	253,845	240,000	240,000	245,000	250,000	4.2%
Capital Outlay	-	-	-	-	-	100.0%
Total Expenditures	\$ 253,845	\$ 240,000	\$ 240,000	\$ 245,000	\$ 250,000	4.2%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
43 15	Engineering and Architectural Services	\$ 80,870	\$ 90,000	\$ 90,000	\$ 105,000	\$ 100,000
43 95	Infrastructure Inspection Fees	172,975	150,000	150,000	140,000	150,000
Total Expenditures		\$ 253,845	\$ 240,000	\$ 240,000	\$ 245,000	\$ 250,000 4.2%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Public Works	Public Works	101-5022-530

MISSION STATEMENT:

The mission of the Public Works Department is to improve the quality of life of our customers – the citizens, taxpayers, transportation users and internal City Partners by effectively planning, developing, implementing, and administering public works projects and provide maintenance of city roads, bridges, alleys, traffic signs, sidewalks, and drainage infrastructure.

PROGRAM DESCRIPTION:

The Public Works Department, is under the direction of the Public Works Director, and is primarily responsible for the maintenance of streets, including street overlay, street reconstruction, drainage ditches, storm sewers, street sign repair and installation; as well as culvert installation and maintenance. The department also administers and monitors the street sweeping, tree trimming, sidewalk replacement and right of way mowing to ensure that contractual operations and maintenance are in accordance with existing agreement and all state and federal regulations. The Public Works Department reviews and comments on infrastructure plans. The department performs inspections and accepts new infrastructure once it meets the City's design criteria. The Project Director of Capital Projects is under the direction of the Executive Director of Public Services and coordinates and oversees the Capital Improvement Projects citywide.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Improve the condition of our public infrastructure.

Objectives:

- Develop 15-year plan to overlay/reconstruct asphalt streets.
- Expand efforts to clean ditches and culverts by contracting rural areas
- Expand efforts to alleviate bird baths on concrete streets.
- Expand efforts to alleviate trip hazards on sidewalks by grinding or raising sidewalk panels.
- Develop proactive plan to maintain alleys on a scheduled basis.
- Continue the annual tree trimming program.
- Utilize TV inspections of storm drainage system to proactively identify and correct problems.
- Enhance street sweeping, pavement marking, and street sign maintenance program.
- Conduct traffic surveys of potential traffic concerns.
- Foster partnerships with Fort Bend County, Fort Bend Drainage District, TXDOT and other agencies to leverage local dollars and resources for infrastructure improvements.
- Research and develop innovative strategies to help minimize traffic mobility concerns.
- Coordinate work within City ROW with other entities and Utilities to minimize damage to City paving and utilities.
- Monitor, repair or replace city sidewalks with available funds.
- Project Director to continue to oversee reconstruction of select roads and utility relocations or improvements as necessary.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:
General

DEPARTMENT:
Public Works

FUNCTION:
Public Works

ACCOUNT:
101-5022-530

- Project Director to continue to oversee Major Utility Capital Projects including water, storm sewer, sanitary sewer and water reuse.
- Project Director to continue to oversee Major City Facility Improvements including new building construction, major and minor building renovations, re-roofs, and HVAC upgrades.
- Project Director to continue to work with City Manager's Office on future City facilities needs as the City continues to grow.

❖ **Department Goal# 2: Continue to research technology trends and address technology threats.**

Objectives:

- In conjunction with Information Services develop a five-year technology plan for the department.
- Research and enhance equipment used to initiate and track service requests.
- Use technology to distribute personnel and allocate resources.
- Use technology to map and inventory public infrastructure including storm drains, drainage outfalls, and street signage.
- Use technology to conduct televised surveys and inspections of underground infrastructure to determine condition and maintenance needs.
- Use technology to manage and oversee construction projects in real time, accessing construction plans, electronic submittals, communications and related data at the job site through mobile technology.
- Project Director to use technology to communicate with the entire project team in real time including engineers, contractors, utilities, and all major stakeholders. Coordinate multiple re-occurring monthly meetings for effective project management.
- Continue to implement e-filing of project related documents for quick access and to reduce paper handling.
- Project Director to continue to manage multiple concurrent projects from design to construction with efficient technology systems.
- Project Director to monitor receipt of electronic as-built files upon completion of Capital Projects.

❖ **Department Goal# 3: Provide quality public works service to our community.**

Objectives:

- Achieve and maintain full staffing levels.
- Leadership development and succession planning through mentorships and formal training and education.
- Maintain initial response time to service requests of less than 24 hours.
- Continue proactive follow-up of service requests to improve our efficiency and to ensure the citizens' expectations are met.
- Reduce backlog of service requests.
- Monitor street sweeping and right-of-way monitoring contracts.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Public Works	Public Works	101-5022-530

- Participate in a multi-agency effort, to include Fort Bend County and TXDOT.
- Remodel break room and restroom.
- Continue training and education to address emerging maintenance trends, methods, and new materials.
- Reorganize personnel structure to improve accountability and effectiveness.
- Centralize Public Works facilities – office space need assessment.
- Host Texas Public Works Association Annual Picnic.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Public Road Mileage maintained by City (miles)	156.61	160.28	160.28
Concrete Streets maintained by City (miles)	67.50	70.70	70.70
Asphalt Streets maintained by City (miles)	87.47	87.94	87.94
Gravel Streets maintained by City (miles)	1.64	1.64	1.64
Alley Mileage maintained by City (miles)	25.38	25.38	25.38
Alleys repaired (linear feet)	47,865	48,000	48,000
Ditch regrading (linear feet)	25,894	25,000	25,000
Number of safety programs conducted per year	12	12	12
Number of storm sewer drain markers installed or replaced	200	200	200
Number of street signs installed or replaced	166	200	200
Number of linear feet striped per year	57,500	50,000	50,000
Number of work order received	643	650	650
Number of work order completes	643	650	650
Concrete Roadway Reconstruction (LF)	4,164	12,000	8,200
Asphalt Roadway Reconstruction (LF)	14,863	10,771	10,000
Public sidewalks on road reconstruction projects	4,164	12,000	12,600
Public sidewalks improved City Wide (LF)	5,444	11,000	10,000

FY2018 BUDGET NOTES:

1. Other Contractual Services decrease by \$18,000 due to favorable bids for contracted services.
2. Increase in Street Maintenance by \$220,000 to fund additional street repairs.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Public Works **FUNCTION:** Public Works **ACCOUNT:** 101-5022-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 1,142,685	\$ 1,325,417	\$ 1,325,417	\$ 1,232,694	\$ 1,361,866	
Supplies	358,988	375,750	375,750	375,750	372,400	
Maintenance and Services	505,724	755,791	755,791	756,971	733,504	
Other Expenses	25,839	25,839	25,839	25,839	25,839	
Subtotal	2,033,236	2,482,797	2,482,797	2,391,254	2,493,609	0.4%
Capital Outlay	1,545,024	900,000	1,458,264	1,458,264	1,120,000	-23.2%
Total Expenditures	\$ 3,578,260	\$ 3,382,797	\$ 3,941,061	\$ 3,849,518	\$ 3,613,609	-8.3%

~ AUTHORIZED POSITIONS ~

Position Title						
Assistant City Manager of Public Services	0.35	0.35	-	-	-	
Executive Director of Public Services	-	-	0.50	0.50	0.50	
Director of Public Works	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Public Works Manager	1.00	1.00	1.00	1.00	1.00	
M&O Foreman	2.00	2.00	2.00	2.00	2.00	
M&O Specialist	4.00	4.00	4.00	4.00	4.00	
M&O Technician	8.00	8.00	8.00	8.00	8.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	
Project Director	1.00	1.00	1.00	1.00	1.00	
Total Personnel	18.85	18.85	19.00	19.00	19.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Public Works **FUNCTION:** Public Works **ACCOUNT:** 101-5022-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 798,751	\$ 925,096	\$ 925,096	\$ 850,000	\$ 941,916	
10 20 Overtime	12,298	10,300	10,300	5,000	10,300	
10 30 Longevity	11,843	10,813	10,813	10,519	11,695	
10 40 Incentive Pay	6,775	9,900	9,900	11,775	12,000	
20 10 Retirement	114,753	128,017	128,017	125,000	129,018	
20 20 Social Security	60,464	73,317	73,317	68,000	74,888	
20 40 Insurance	113,879	140,574	140,574	135,000	154,013	
20 50 Workers' Compensation	19,733	22,631	22,631	22,631	22,501	
20 55 Long Term Disability	1,908	2,489	2,489	2,489	2,535	
20 60 Auto Allowance	1,680	1,680	1,680	1,680	2,400	
20 65 Cell Phone Allowance	600	600	600	600	600	
Subtotal	1,142,685	1,325,417	1,325,417	1,232,694	1,361,866	2.7%
Supplies:						
31 10 Office Supplies	747	800	800	800	800	
31 35 Business Expenses	-	100	100	100	750	
31 40 Clothing	6,903	6,750	6,750	6,750	6,750	
31 90 Other Supplies	1,172	1,000	1,000	1,000	1,000	
34 15 Chemical Supplies	1,820	3,000	3,000	3,000	3,000	
34 30 Cleaning Supplies	439	500	500	500	500	
35 10 Motor Vehicle Repair Supplies	15,148	18,000	18,000	18,000	18,000	
35 40 Street Repair Supplies	227,773	212,500	212,500	212,500	212,500	
35 50 Sidewalk Repair Supplies	-	10,000	10,000	10,000	10,000	
36 10 Small Tools and Equipment	7,195	5,000	5,000	5,000	5,000	
36 25 Street Sign Maintenance Supplies	62,473	67,500	67,500	67,500	67,500	
36 30 Safety Equipment	2,700	3,600	3,600	3,600	3,600	
37 20 Electricity	4,280	5,000	5,000	5,000	5,000	
37 30 Fuel, Oil and Lubricants	28,337	42,000	42,000	42,000	38,000	
Subtotal	358,988	375,750	375,750	375,750	372,400	-0.9%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	994	1,680	1,680	1,680	1,680	
42 60 Technology Fees	23,721	10,135	10,135	10,135	-	
43 80 Storm Water Management Program	1,168	15,500	15,500	15,500	15,500	
43 81 Speed Hump Program	38,645	30,000	30,000	30,000	30,000	
51 20 General Insurance	16,760	19,000	19,000	19,000	19,000	
52 10 Telephone/Communications	2,217	1,620	1,620	2,800	2,800	
52 20 Postage	58	100	100	100	100	
55 10 Education and Training	1,928	4,000	4,000	4,000	4,000	
56 24 Equipment Rentals	1,488	3,030	3,030	3,030	3,030	
56 25 Fleet Replacement	97,462	94,126	94,126	94,126	103,794	
57 10 Other Contractual Services	238,385	298,000	298,000	298,000	280,000	
57 11 Other Contractual Services - Mosquito Spraying	-	38,000	38,000	38,000	38,000	
57 20 Other Contractual Services - Concrete Raising	-	30,000	30,000	30,000	30,000	
62 40 Grounds Maintenance - Annual Tree Trimming	54,929	60,000	60,000	60,000	55,000	
63 10 Building Repair and Maintenance	4,306	4,600	4,600	4,600	4,600	
63 25 Equipment Repair and Maintenance	23,663	35,000	35,000	35,000	35,000	
63 26 Radio Repair and Maintenance	-	1,000	1,000	1,000	1,000	
63 28 Sidewalk Repair and Replacement	-	110,000	110,000	110,000	110,000	0.0%
Subtotal	505,724	755,791	755,791	756,971	733,504	-2.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Public Works **FUNCTION:** Public Works **ACCOUNT:** 101-5022-530

Classification		2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL CONTINUED~							
<u>Capital Outlay:</u>							
70 30	Street Overlay	1,545,024	900,000	1,458,264	1,458,264	1,120,000	
	Subtotal	1,545,024	900,000	1,458,264	1,458,264	1,120,000	-23.2%
<u>Other Expenses:</u>							
81 70	Vehicle Loan	25,839	25,839	25,839	25,839	25,839	
	Subtotal	25,839	25,839	25,839	25,839	25,839	0.0%
	Total Expenditures	\$ 3,578,260	\$ 3,382,797	\$ 3,941,061	\$ 3,849,518	\$ 3,613,609	-8.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Street Lighting and Traffic Signals	FUNCTION: Public Works	ACCOUNT: 101-5023-530

PROGRAM DESCRIPTION:

The Street Lighting and Traffic Signals activity is under the direction of the Public Works Director and is primarily responsible for providing construction, maintenance, and operation for City controlled traffic signals. Coordinate street lighting services on City streets with CenterPoint Energy.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Improve the condition of our public infrastructure.

Objectives:

- Perform annual preventive maintenance on all of the City owned traffic signals.
- Install battery backup units on City maintained traffic signals.
- Replace signal cabinet on Radio Lane at Avenue N.
- Stock replacement parts for traffic signals.
- Coordinate the signal timing along Reading Road from FM 2218 to FM2977.
- Coordinate with TXDOT on the operation of the State run traffic signals.

Department Goal# 2: Provide quality public works service to our community.

- Respond to traffic signal complaints within a reasonable time.
- Cut tree canopies around street lights in District 3.

PERFORMANCE INDICATORS:

	2015-16 <u>Actual</u>	2016-17 <u>Estimate</u>	2017-18 <u>Projected</u>
Preventive Maintenance performed on Traffic Signals	3	3	3
New Street Light installed	64	50	50

FY2018 BUDGET NOTES:

1. Increase in Electricity by \$10,000 due to additional street lights.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Street Lighting and Signals **FUNCTION:** Public Works **ACCOUNT:** 101-5023-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Supplies	\$ 428,301	\$ 470,000	\$ 470,000	\$ 470,000	\$ 480,000	
Maintenance and Services	14,794	18,000	18,000	18,000	18,000	
Total Expenditures	\$ 443,095	\$ 488,000	\$ 488,000	\$ 488,000	\$ 498,000	2.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Supplies:						
35 45 New Light Installation	\$ 5,100	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
37 20 Electricity	423,201	455,000	455,000	455,000	465,000	
Subtotal	428,301	470,000	470,000	470,000	480,000	2.1%
Maintenance and Services:						
51 20 General Insurance	513	750	750	750	750	
63 25 Equipment Repair and Maintenance	14,282	17,250	17,250	17,250	17,250	
Subtotal	14,794	18,000	18,000	18,000	18,000	0.0%
Total Expenditures	\$ 443,095	\$ 488,000	\$ 488,000	\$ 488,000	\$ 498,000	2.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fleet Maintenance	Public Works	101-5025-530

MISSION STATEMENT:

"We Are Not an Expense; We Are an Opportunity to Save Money"

PROGRAM DESCRIPTION:

The Fleet Maintenance activity is under the direction of the Public Works Director. The department is primarily responsible for providing internal support for vehicle and equipment maintenance activities. The department maintains detailed records of repair and maintenance costs of the fleet by use of a micro computer-based fleet management system. With the assistance of this system, a program of preventative maintenance procedures was implemented in order to keep the fleet in proper operating order and to extend the life of the fleet by performing routine preventative maintenance services.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Provide proper staffing to accommodate growing size of the fleet and changing technology.

Objectives:

- Promote the Mechanic II positions that we currently have to Mechanic III positions to meet current qualification requirements.
- Remain competitive with the surrounding cities and the private sector to ensure a qualified staff.

Department Goal# 2: Acquire a new fleet facility and fuel site for the City of Rosenberg.

Objectives:

- Begin conversations and provide information necessary to the City Manager and/or Planning Dept. to acquire new facility.
- Replace the Fleet repair facility.
- Replace existing underground fuel tanks with above ground tanks.

❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 3: Train personnel properly in order to maintain a professional level of service to the entire fleet.

Objectives:

- Allow all personnel to gain new training on current vehicle and equipment technology.
- Continue AC Delco online training program.
- Attend Pierce Fire Truck Training.
- Attend Emergency Vehicle Technician training conference.
- Encourage more technicians to test for ASE Certifications
- Encourage technicians to test for Emergency Vehicle Technician certifications.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fleet Maintenance	Public Works	101-5025-530

Department Goal# 4: Create a safe working environment for the employees of the Fleet Department as well as our customers.

Objectives:

- Remove old out dated in ground lift with new above ground 4 post lift.
- Replace worn outdated tire changing equipment.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Total Work Orders Completed	757	694	700
ASE Master Automobile Technician	2	2	2
ASE Master Medium/Heavy Truck Technician	1	2	2
Medium/Heavy Truck Technician	0	0	0
ASE Truck Equipment Technician	2	2	2
ASE Automobile Technician	2	2	2
Relevant Education classes attended	8	9	10
Fueling Station Compliance:	2	2	2
Number of times tanks tested	1	1	1
Number of times lines tested	1	1	1

FY2018 BUDGET NOTES:

1. No significant changes from FY2017 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Fleet Maintenance	Public Works	101-5025-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 319,250	\$ 336,072	\$ 336,072	\$ 340,295	\$ 354,368	
Supplies	17,412	22,000	22,000	22,000	22,000	
Maintenance and Services	30,294	30,914	30,914	31,434	26,751	
Total Expenditures	\$ 366,956	\$ 388,986	\$ 388,986	\$ 393,729	\$ 403,119	3.6%

~ AUTHORIZED POSITIONS ~

Position Title						
Fleet Manager	1.00	1.00	1.00	1.00	1.00	
Mechanic II	2.00	2.00	2.00	2.00	2.00	
Mechanic I	1.00	1.00	1.00	1.00	1.00	
M&O Specialist	1.00	1.00	1.00	1.00	1.00	
Total Personnel	5.00	5.00	5.00	5.00	5.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Fleet Maintenance **FUNCTION:** Public Works **ACCOUNT:** 101-5025-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 233,939	\$ 241,790	\$ 241,790	\$ 244,000	\$ 249,795	
10 20 Overtime	2,048	1,500	1,500	-	1,500	
10 30 Longevity	1,890	2,220	2,220	2,220	2,520	
10 40 Incentive Pay	4,200	8,100	8,100	10,500	10,500	
20 10 Retirement	33,374	33,875	33,875	34,500	34,837	
20 20 Social Security	18,106	19,402	19,402	19,500	20,221	
20 40 Insurance	21,418	24,610	24,610	25,000	28,857	
20 50 Workers' Compensation	3,711	3,931	3,931	3,931	5,472	
20 55 Long Term Disability	564	644	644	644	666	
Subtotal	319,250	336,072	336,072	340,295	354,368	5.4%
Supplies:						
31 10 Office Supplies	56	300	300	300	300	
31 40 Clothing	1,321	1,650	1,650	1,650	1,650	
31 90 Other Supplies	556	800	800	800	800	
34 30 Cleaning Supplies	632	800	800	800	800	
35 10 Motor Vehicle Repair Supplies	1,019	2,000	2,000	2,000	2,000	
35 12 Supply Inventory	1,503	1,500	1,500	1,500	1,500	
36 10 Small Tools and Equipment	5,926	6,000	6,000	6,000	6,000	
36 30 Safety Equipment	298	350	350	350	350	
37 10 Natural Gas	639	2,100	2,100	2,100	2,100	
37 20 Electricity	2,637	2,500	2,500	2,500	2,500	
37 30 Fuel, Oil and Lubricants	2,825	4,000	4,000	4,000	4,000	
Subtotal	17,412	22,000	22,000	22,000	22,000	0.0%
Maintenance and Services:						
42 60 Technology Fees	6,729	4,684	4,684	4,684	-	
51 20 General Insurance	4,095	4,100	4,100	5,000	5,000	
52 10 Telephone/Communications	-	380	380	-	-	
55 10 Education and Training	2,967	6,000	6,000	6,000	6,000	
56 25 Fleet Replacement	6,378	5,180	5,180	5,180	5,181	
57 10 Other Contractual Services	3,435	3,070	3,070	3,070	3,070	
63 10 Building Repair and Maintenance	2,477	3,000	3,000	3,000	3,000	
63 25 Equipment Repair and Maintenance	4,213	4,500	4,500	4,500	4,500	
Subtotal	30,294	30,914	30,914	31,434	26,751	-13.5%
Total Expenditures	\$ 366,956	\$ 388,986	\$ 388,986	\$ 393,729	\$ 403,119	3.6%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Solid Waste	Public Works	101-5026-530

PROGRAM DESCRIPTION:

The Solid Waste Division, through contracted services, provides for the collection and disposal of residential and commercial garbage. Recycling services are included in the cost of service for residents and are offered to commercial entities for an additional fee.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Number of residential solid waste customers	8,890	9,138	9,338
Number of commercial solid waste customers/month	1,035	1,040	1,050
Number of trash service complaints	768	581	724

FY2018 BUDGET NOTES:

1. Increase in cost of Garbage Collection due to an 8.6% increase in residential services and a 12% increase in commercial services.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Solid Waste **FUNCTION:** Public Works **ACCOUNT:** 101-5026-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Maintenance and Services	\$ 2,747,680	\$ 2,700,000	\$ 2,700,000	\$ 2,800,000	\$ 3,080,000	
Total Expenditures	\$ 2,747,680	\$ 2,700,000	\$ 2,700,000	\$ 2,800,000	\$ 3,080,000	14.1%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

<u>Maintenance and Services:</u>						
62 15 Garbage Collection	2,747,680	\$ 2,700,000	\$ 2,700,000	\$ 2,800,000	\$ 3,080,000	
Subtotal	2,747,680	2,700,000	2,700,000	2,800,000	3,080,000	14.1%
Total Expenditures	\$ 2,747,680	\$ 2,700,000	\$ 2,700,000	\$ 2,800,000	\$ 3,080,000	14.1%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General	Building Maintenance	Public Works	101-5040-530

MISSION STATEMENT:

The Mission of the Building Maintenance Division is to provide ongoing quality maintenance of City facilities for internal departmental customers by integrating preventative maintenance with active response in order to reduce long-term maintenance costs.

PROGRAM DESCRIPTION:

The Building Maintenance Division is under the direction of the Public Works Director and is responsible for all City-owned buildings. The division performs skilled work in the repair and maintenance of these facilities. The Building Maintenance Division will develop a schedule for the regular inspection of City-owned facilities. These inspections will allow timely, routine documentation of maintenance needs, and this will facilitate planning and the budget process with the goal of reducing costs in the long-run.

STRATEGIC PLAN GOALS:

The mission of the City of Rosenberg's Building Maintenance Division is to proactively maintain and improve existing municipal facilities in order to provide safe and work-friendly environments for visitors and City staff. The Building Maintenance Division is committed to providing facilities support services that meet and exceed customer expectations through the establishment of the following goals:

- ❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal: Exceptional levels of customer satisfaction

- Determine level of customer satisfaction Analyze responses to identify patterns
- Identify and implement improvements that will increase the level of customer satisfaction
- Improve the work order system as necessary to maximize efficiency

- ❖ ***The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.***

Department Goal: Highly motivated, well-trained and stable workforce

- Provide training that enhances performance and broadens work skills
- Add a second Building Services Technician within next year or two

Department Goal: Excellent facilities maintenance, operation and services

- Identify required resources for facilities maintenance, operation and services
- Develop, evaluate and refine checklists for routine preventative maintenance

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General	DEPARTMENT: Building Maintenance	FUNCTION: Public Works	ACCOUNT: 101-5040-530

PERFORMANCE INDICATORS:

Performance Indicators	2015-16 Actual	2016-17 Estimated	2017-18 Projected
Work order received:	379	300	300
Work orders completed	379	300	300
Satisfaction survey results:	N/A 95%+	95%+	95%+
Work-time lost to injuries:	- One (1) day or less	One (1) day or less	One (1) day or less
Percent of work orders resolved after first contact:	- 98%+	98%+	98%+

FY2018 BUDGET NOTES:

1. No significant changes from FY2017 budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Building Maintenance **FUNCTION:** Public Works **ACCOUNT:** 101-5040-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 112,828	\$ 115,477	\$ 115,477	\$ 119,960	\$ 123,649	
Supplies	10,709	14,700	14,700	12,200	14,700	
Maintenance and Services	13,219	15,740	15,740	15,740	11,962	
Total Expenditures	\$ 136,755	\$ 145,917	\$ 145,917	\$ 147,900	\$ 150,311	3.0%

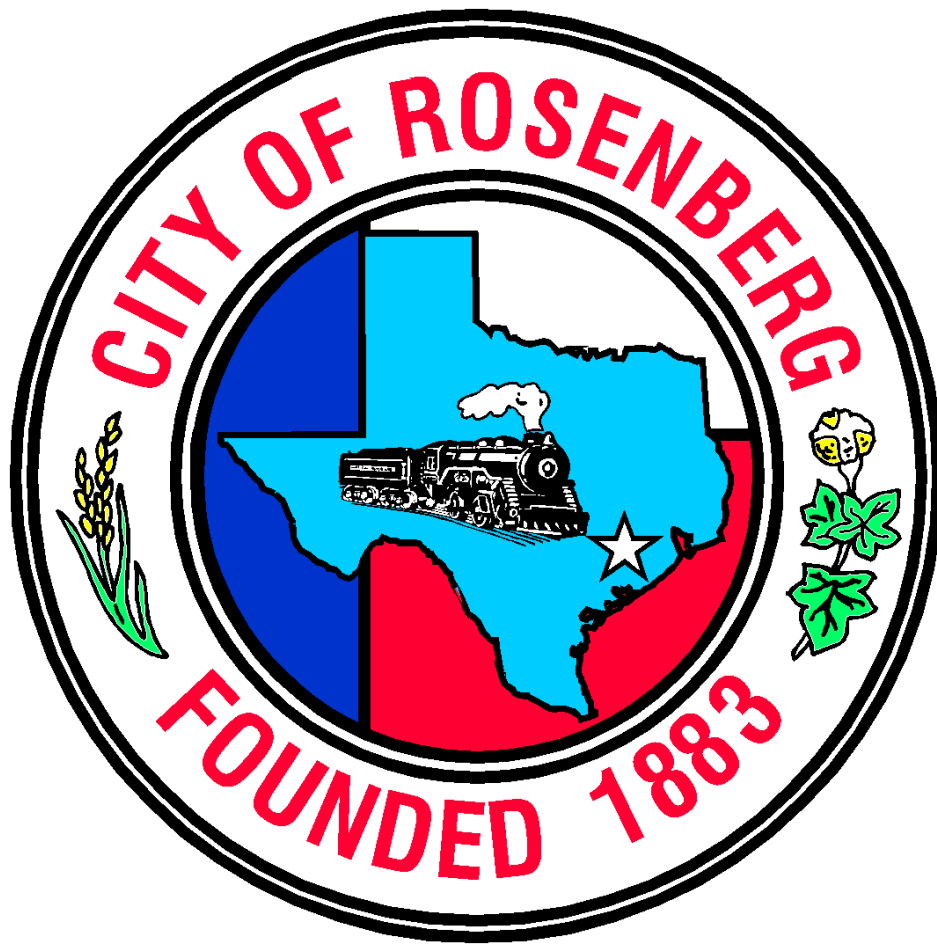
~ AUTHORIZED POSITIONS ~

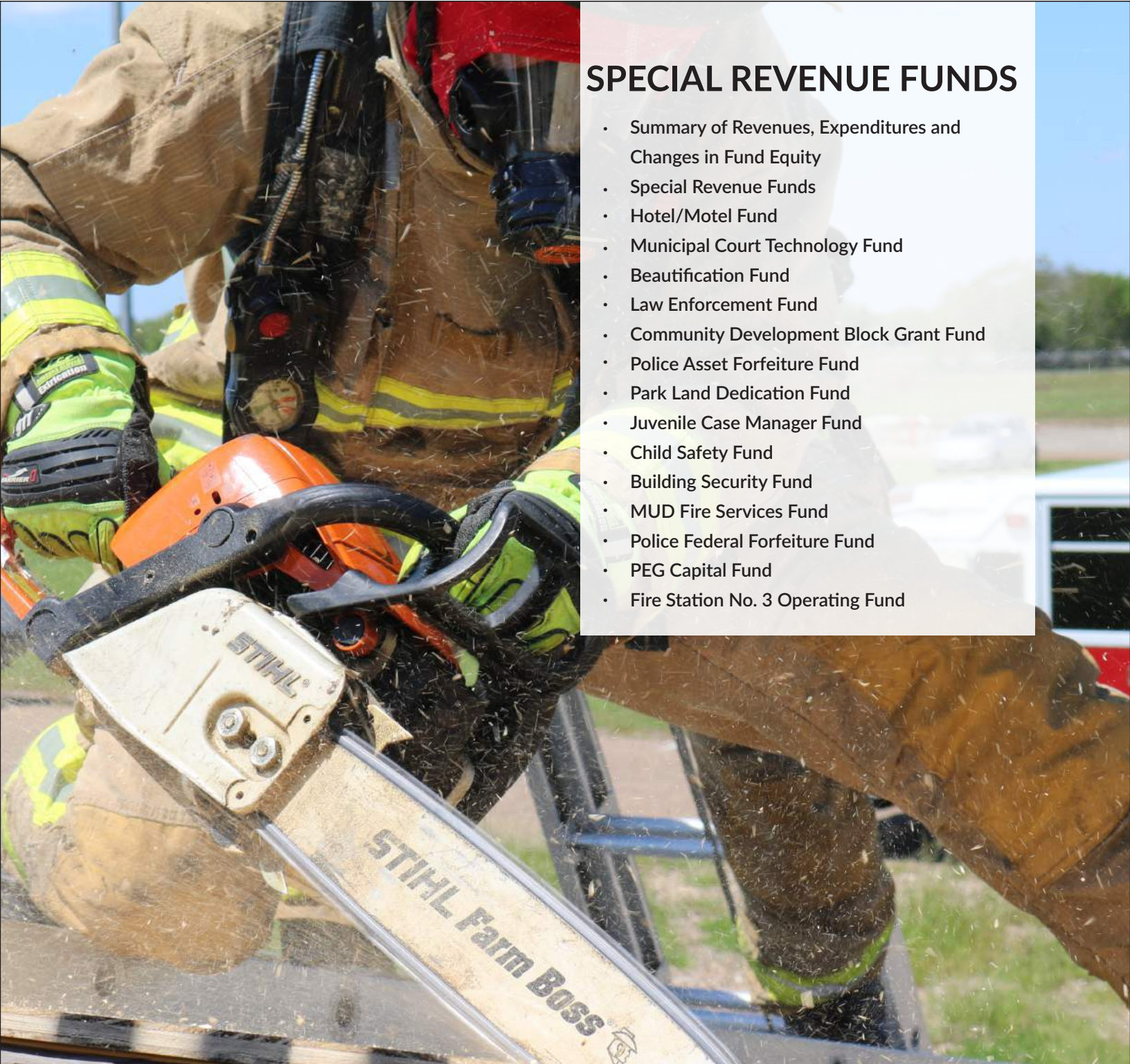
Position Title						
M&O Supervisor	1.00	1.00	1.00	1.00	1.00	
M&O Assistant	1.00	1.00	1.00	1.00	1.00	
Total Personnel	2.00	2.00	2.00	2.00	2.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: General **DEPARTMENT:** Building Maintenance **FUNCTION:** Public Works **ACCOUNT:** 101-5040-530

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 77,614	\$ 79,766	\$ 79,766	\$ 80,350	\$ 84,216	
10 20 Overtime	496	400	400	1,866	400	
10 30 Longevity	595	715	715	715	835	
10 40 Incentive Pay	350	600	600	600	600	
20 10 Retirement	10,899	10,884	10,884	11,400	11,342	
20 20 Social Security	5,594	6,234	6,234	5,925	6,583	
20 40 Insurance	15,482	15,473	15,473	17,849	18,085	
20 50 Workers' Compensation	1,111	1,198	1,198	1,075	1,369	
20 55 Long Term Disability	174	207	207	180	219	
20 60 Cell Phone Allowance	514	-	-	-	-	
Subtotal	112,828	115,477	115,477	119,960	123,649	7.1%
Supplies:						
31 10 Office Supplies	160	300	300	300	300	
31 40 Clothing	759	1,000	1,000	1,000	1,000	
31 90 Other Supplies & Equipment	1,542	3,000	3,000	3,000	3,000	
34 20 Medical Supplies	140	200	200	200	200	
34 30 Cleaning Supplies	267	500	500	500	500	
35 10 Motor Vehicle Repair Supplies	165	1,000	1,000	1,000	1,000	
36 10 Small Tools and Equipment	6,460	6,700	6,700	4,200	6,700	
36 30 Safety Equipment	402	1,000	1,000	1,000	1,000	
37 30 Fuel, Oil and Lubricants	815	1,000	1,000	1,000	1,000	
Subtotal	10,709	14,700	14,700	12,200	14,700	0.0%
Maintenance and Services:						
42 60 Technology Fees	3,319	3,779	3,779	3,779	-	
51 20 General Insurance	612	650	650	650	650	
52 10 Telephone/Communications	812	1,300	1,300	1,300	1,300	
55 10 Education and Training	332	1,000	1,000	1,000	1,000	
56 24 Equipment Rentals	1,000	1,000	1,000	1,000	1,000	
56 25 Fleet Replacement	2,924	3,711	3,711	3,711	3,712	
63 25 Equipment Repair and Maintenance	4,220	4,300	4,300	4,300	4,300	
Subtotal	13,219	15,740	15,740	15,740	11,962	-24.0%
Total Expenditures	\$ 136,755	\$ 145,917	\$ 145,917	\$ 147,900	\$ 150,311	3.0%





SPECIAL REVENUE FUNDS

- Summary of Revenues, Expenditures and Changes in Fund Equity
- Special Revenue Funds
- Hotel/Motel Fund
- Municipal Court Technology Fund
- Beautification Fund
- Law Enforcement Fund
- Community Development Block Grant Fund
- Police Asset Forfeiture Fund
- Park Land Dedication Fund
- Juvenile Case Manager Fund
- Child Safety Fund
- Building Security Fund
- MUD Fire Services Fund
- Police Federal Forfeiture Fund
- PEG Capital Fund
- Fire Station No. 3 Operating Fund

SPECIAL REVENUE FUNDS

OCT 1, 2017 - SEP 30, 2018

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects.

Hotel/Motel Fund (212) - This fund is used to account for revenues derived from hotel occupancy taxes, which are legally restricted to certain expenditures, such as those expenditures associated with promotion of tourism.

Municipal Court Technology Fund (213) - This fund is used to account for revenues derived from State imposed court fees. These funds are legally restricted to the funding of enhanced technology for Municipal Court.

Beautification Fund (214) - This fund is used to account for revenue derived from contributions which are committed to be used for City-wide beautification and recycling projects.

Law Enforcement Fund (215) - This fund is used to account for revenues derived from seizure and/or sale of assets from illegal narcotics activities. Expenditures are restricted to improvements for the Police Department to be used in the prevention of illegal narcotic use.

Community Development Block Grant Fund (216) - This fund is used to account for grant revenues that are restricted for expenditures approved through the CDBG program.

Police Asset Forfeiture Fund (218) – This fund is used to account for revenues derived from seizure and/or sale of assets related to enforcement and abatement of criminal statutes. Expenditures are restricted to improve activities related to general law enforcement programs or law enforcement equipment.

Park Land Dedication Fund (221) – This fund is used to account for revenues derived from developments, which have chosen to give funds in-lieu of creating parks within new residential communities. Expenditures are restricted to create new or upgrade existing parks in the applicable park zones.

Juvenile Case Manager Fund (222) – This fund is used to account for revenues derived from State imposed court fees. These fees are legally restricted to finance the salary and benefits of a juvenile case manager.

Child Safety Fund (223) – This fund is used to account for revenues derived from State imposed court fees. These fees are legally restricted to finance programs designed to enhance child safety.

Building Security Fund (224) – This fund is used to account for revenue derived from State imposed court fees. These fees are legally restricted to finance security personnel for Municipal Court or to finance items for the purpose of providing security services for buildings housing Municipal Court.

MUD Fire Services Fund (226) – This fund is used to account for revenues derived from fees paid by the Municipal Utility Districts in the City's ETJ. Expenditures are restricted for the purposes of providing fire services.

Police Federal Forfeiture Fund (227) – This fund is used to account for revenues derived from the proceeds of assets seized, in partnership with Federal Law Enforcement Officials, for activities related to enforcement and abatement of criminal statutes. Expenditures are restricted to improvements for the Police Department to be used in the prevention of illegal narcotic use.

PEG Capital Fund (228) – This fund is used to account for revenues derived from the one percent cable tv franchise fee. These funds are restricted to fund capital expenditures associated with the municipal cable channel.

Fire Station No. 3 Operating (230) – This fund is used to account for the operating cost of Fire Station No. 3.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND EQUITY**

ALL SPECIAL REVENUE FUNDS

2017-18 BUDGET							
	Hotel/ Motel Fund (212)	Municipal Court Technology Fund (213)	Beauti- fication Fund (214)	Law Enforcement Fund (215)	CDBG Fund (216)	Police Asset Forfeiture Fund (218)	Park Land Dedication Fund (221)
<u>RESOURCES:</u>							
Total Beginning Balance	\$ 1,328,961	\$ 6,546	\$ 110,400	\$ 278,391	\$ 103,840	\$ 33,676	\$ 285,293
<u>REVENUES:</u>							
Sales Taxes	-	-	-	-	-	-	-
Other Taxes	575,000	-	-	-	-	-	-
Infrastructure Insp. Fees	-	-	-	-	-	-	-
Municipal Court Revenue	-	21,000	-	-	-	-	-
Grants	-	-	-	-	329,000	-	-
Interest Earnings	1,100	10	100	50	-	-	200
Miscellaneous Income	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Intergovernmental Revenue	-	-	-	-	-	-	-
Special Events	9,000	-	-	-	-	-	-
Contributions	-	-	24,000	-	-	-	5,000
TOTAL REVENUES	585,100	21,010	24,100	50	329,000	-	5,200
TOTAL FUNDS AVAILABLE	1,914,061	27,556	134,500	278,441	432,840	33,676	290,493
<u>EXPENDITURES/EXPENSES:</u>							
Personnel and Benefits	86,458	-	-	-	-	-	-
Supplies	4,550	-	-	87,600	-	15,400	-
Maintenance and Services	277,790	23,450	15,000	20,000	-	-	-
Subtotal	368,798	23,450	15,000	107,600	-	15,400	-
Capital Outlay	-	-	-	18,000	406,600	-	246,037
Other Expenditures	-	-	-	-	-	-	-
Transfers	456,940	-	-	-	-	-	-
TOTAL EXPENDITURES	825,739	23,450	15,000	125,600	406,600	15,400	246,037
<u>ENDING FUND BALANCE:</u>							
Total Ending Balance	1,088,322	4,106	119,500	152,841	26,240	18,276	44,456
Restricted Balance	1,088,322	4,106	-	152,841	26,240	18,276	44,456
Committed Balance	-	-	119,500	-	-	-	-
FUND TOTAL	\$ 1,914,061	\$ 27,556	\$ 134,500	\$ 278,441	\$ 432,840	\$ 33,676	\$ 290,493

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND EQUITY**

ALL SPECIAL REVENUE FUNDS

2017-18 BUDGET								
Juvenile Case Manager Fund (222)	Child Safety Fund (223)	Building Security Fund (224)	MUD Fire Services Fund (226)	Police Federal Forfeiture Fund (227)	PEG Capital Fund (228)	Fire Station No 3 Operating Fund (230)	2017-18 Total Budget	
\$ 165,295	\$ 190,162	\$ -	\$ 822,868	\$ 97,272	\$ 163,131	\$ 1,756	\$	3,587,592
-	-	-	-	-	-	-	-	-
-	-	-	-	-	70,000	-	-	645,000
-	-	-	-	-	-	-	-	-
21,000	36,000	13,500	-	-	-	-	-	91,500
-	-	-	-	-	-	-	-	329,000
60	65	-	4,000	1,000	-	400	-	6,985
-	-	-	-	24,520	-	-	-	24,520
-	-	-	-	-	-	1,358,969	-	1,358,969
-	-	-	1,005,000	-	-	-	-	1,005,000
-	-	-	-	-	-	-	-	9,000
-	-	-	-	-	-	-	-	29,000
21,060	36,065	13,500	1,009,000	25,520	70,000	1,359,369	-	3,498,974
186,355	226,227	13,500	1,831,868	122,792	233,131	1,361,125	-	7,086,566
-	-	-	-	-	-	1,133,034	-	1,219,492
-	21,665	-	-	10,000	-	100,850	-	240,065
2,000	30,000	-	-	25,000	-	125,485	-	518,725
2,000	51,665	-	-	35,000	-	1,359,369	-	1,978,282
-	-	-	73,400	-	15,000	-	-	759,037
-	-	-	-	-	-	-	-	-
30,269	7,800	13,500	1,164,500	-	-	-	-	1,673,009
32,269	59,465	13,500	1,237,900	35,000	15,000	1,359,369	-	4,410,329
154,086	166,762	-	593,968	87,792	218,131	1,756	-	2,676,237
154,086	166,762	-	593,968	87,792	218,131	-	-	2,554,981
-	-	-	-	-	-	1,756	-	121,256
\$ 186,355	\$ 226,227	\$ 13,500	\$ 1,831,868	\$ 122,792	\$ 233,131	\$ 1,361,125	\$	7,086,566

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Hotel/Motel	Hotel/Motel	Community Development	212-XXXX

PROGRAM DESCRIPTION:

Marketing/Tourism:

The Hotel Occupancy Tax (HOT) Fund accounts for revenue and expenditures from the City's hotel occupancy tax. The State of Texas allows cities to assess hotel occupancy taxes at a rate of up to seven percent (7%). The current occupancy tax rate for the City of Rosenberg is seven percent (7%) of the room rental rate. Rosenberg's HOT also applies in the ETJ. Hotel occupancy tax is collected from all applicable hotel/motel occupants by lodging providers, and remitted to the City on a monthly basis.

Expenditures of HOT funds must meet the requirements of Chapter 351 of the Tax Code and meet a two-part test: 1. The expenditures must promote tourism and the convention and hotel industry, *and* 2. The expenditures must clearly fit into one of nine statutory categories: (1) convention and visitors centers; (2) convention registration; (3) advertising the municipality or its vicinity; (4) promotion of the arts; (5) historical restoration and preservation; (6) sporting events in a county under one million in population; (7) enhancing or upgrading existing sports facilities or sports fields (only in certain cities); (8) tourist transportation systems; and (9) signage directing the public to sights and attractions that are visited frequently by hotel guests in the city.

HOT Funds are used for two programs: Main Street Program and Marketing/Tourism Program.

Main Street Program:

In January 2015, Rosenberg was named one of two 2015 Main Street cities by the Texas Historical Commission, joining 88 other active Main Street cities across the state. The Main Street Program is designed to assist with downtown revitalization through organization, design, promotion, and economic restructuring in the context of historic preservation. Local Main Street programs receive a wide range of services and technical expertise from the state office in design and historic preservation, planning, economic development, organizational management and training.

The Rosenberg Main Street Program is managed by a full-time local Main Street Manager and advised by a Main Street Advisory Board of downtown stake holders and community volunteers who coordinate projects and activities through four volunteer committees: The Design Committee, the Economic Restructuring Committee, the Organization Committee, and the Promotion Committee.

Marketing/Tourism Program:

The Marketing/Tourism Program consists of advertising and promotion to attract those living outside the City to Rosenberg. This program promotes events and attractions that brings visitors to Rosenberg and increases business for the hotel industry.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Hotel/Motel	Hotel/Motel	Community Development	212-XXXX

FY2018 BUDGET NOTES:

1. Marketing and Tourism Program - Increase Contributions to Other Entities by \$75,000 to allow additional funding as part of the new Policies and Guidelines for Use of the Hotel Occupancy Tax (HOT) Revenues.
2. Marketing and Tourism Program - Transfer to General Fund in the amount of \$152,740 to reimburse for the following:

Rosenberg Christmas Nights	\$106,981
Communications Personnel	18,853
Economic Development Personnel	<u>26,906</u>
	152,740

3. Main Street Program - Increase Downtown Seasonal Events by \$5,000 to increase activities and events in downtown. This increase is offset by an increase in Downtown Seasonal Events Sponsorships.
4. Budget includes the use of \$240,639 of fund balance to balance the FY2018 Hotel/Motel Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

HOTEL/MOTEL FUND

FUND: 212

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
HOTEL/MOTEL FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 1,741,859	\$ 1,715,009	\$ 1,780,809	\$ 1,780,809	\$ 1,328,961
Revenues and Transfers In	<u>653,926</u>	<u>600,100</u>	<u>600,100</u>	<u>573,700</u>	<u>585,100</u>
Total Funds Available	<u>2,395,785</u>	<u>2,315,109</u>	<u>2,380,909</u>	<u>2,354,509</u>	<u>1,914,061</u>
Uses/Deductions:					
Expenditures and Transfers	614,976	1,043,758	1,043,758	1,025,548	825,739
Ending Fund Balance:					
Total Ending Balance	<u>1,780,809</u>	<u>1,271,351</u>	<u>1,337,151</u>	<u>1,328,961</u>	<u>1,088,322</u>
Fund Total	<u><u>\$ 2,395,785</u></u>	<u><u>\$ 2,315,109</u></u>	<u><u>\$ 2,380,909</u></u>	<u><u>\$ 2,354,509</u></u>	<u><u>\$ 1,914,061</u></u>
 Net Revenues (Expenditures)	 38,950	 (443,658)	 (443,658)	 (451,848)	 (240,639)

**CITY OF ROSENBERG
2017-18 BUDGET**

HOTEL/MOTEL FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
40500 Hotel/Motel Occupancy Taxes	\$ 642,742	\$ 595,000	\$ 595,000	\$ 560,000	\$ 575,000	
45100 Interest Earnings	6,059	1,100	1,100	5,000	1,100	
46680 Sponsorships	800	1,000	1,000	-	1,000	
46670 Downtown Seasonal Events	4,325	3,000	3,000	8,700	8,000	
TOTAL REVENUES	653,926	600,100	600,100	573,700	585,100	-2.5%

FUNCTION AND CLASSIFICATION SUMMARY

EXPENDITURES:						
Personnel and Benefits	\$ 79,550	\$ 82,444	\$ 82,444	\$ 81,774	\$ 86,458	
Supplies	3,629	6,150	6,150	4,700	4,550	
Maintenance and Services	112,578	196,130	196,130	180,040	277,790	
Transfers to Other Funds	419,220	459,034	459,034	459,034	456,940	
Subtotal	614,976	743,758	743,758	725,548	825,739	11.0%
Capital Outlay	-	300,000	300,000	300,000	-	
TOTAL EXPENDITURES	\$ 614,976	\$ 1,043,758	\$ 1,043,758	\$ 1,025,548	\$ 825,739	-20.9%

~ AUTHORIZED POSITIONS ~

Position Title					
Full-time equivalents:					
Main Street Manager	1.00	1.00	1.00	1.00	1.00
Total Personnel	1.00	1.00	1.00	1.00	1.00

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Hotel/Motel	Economic Development	Marketing/Tourism	212-1211-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE SUMMARY ~						
EXPENDITURES:						
Supplies	1,315	2,900	2,900	2,000	2,900	
Maintenance and Services	70,949	112,600	112,600	106,600	187,600	
Subtotal	72,263	115,500	115,500	108,600	190,670	65.1%
Capital Outlay	-	300,000	300,000	300,000	-	
Transfers	419,220	459,034	459,034	459,034	456,940	
TOTAL EXPENDITURES	\$ 491,483	\$ 874,534	\$ 874,534	\$ 867,634	\$ 647,610	-25.9%

~ AUTHORIZED POSITIONS ~

Position Title

None

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Hotel/Motel **DEPARTMENT:** Economic Development **FUNCTION:** Marketing/Tourism **ACCOUNT:** 212-1211-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 30 Longevity	\$ -	\$ -	\$ -	\$ -	\$ 170	
Subtotal	-	-	-	-	170	100.0%
Supplies:						
31 10 Office Supplies	16	300	300	-	300	
31 35 Business Expenses	-	600	600	-	600	
37 20 Electricity	1,299	2,000	2,000	2,000	2,000	
Subtotal	1,315	2,900	2,900	2,000	2,900	0.0%
Maintenance and Services:						
41 20 Contributions to Other Entities	-	25,000	25,000	25,000	100,000	
42 35 Dues, Subscriptions, Memberships	-	3,600	3,600	3,600	3,600	
43 90 Other Professional Services	7,211	5,500	5,500	-	5,500	
52 20 Postage	303	500	500	-	500	
53 10 Advertising	63,435	75,000	75,000	75,000	75,000	
55 10 Education and Training	-	3,000	3,000	3,000	3,000	
Subtotal	70,949	112,600	112,600	106,600	187,600	66.6%
Capital Outlay:						
70 30 Improvements Other Than Buildings	-	300,000	300,000	300,000	(A)	
Subtotal	-	300,000	300,000	300,000	-	0.0%
Transfers:						
91 01 Transfer to General Fund	119,220	154,834	154,834	154,834	152,740	
95 60 Transfer to Civic Center Fund	300,000	304,200	304,200	304,200	304,200	
Subtotal	419,220	459,034	459,034	459,034	456,940	-0.5%
Total Expenditures	\$ 491,483	\$ 874,534	\$ 874,534	\$ 867,634	\$ 647,610	-25.9%

(A) - Project amount will roll over into FY2018

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Hotel/Motel	Economic Development	Main Street Program	212-1212-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE SUMMARY ~						
EXPENDITURES:						
Personnel and Benefits	79,550	82,444	82,444	81,774	86,288	
Supplies	2,314	3,250	3,250	2,700	1,650	
Maintenance and Services	41,629	83,530	83,530	73,440	90,190	
Subtotal	123,493	169,224	169,224	157,914	178,128	5.3%
TOTAL EXPENDITURES	\$ 123,493	\$ 169,224	\$ 169,224	\$ 157,914	\$ 178,128	5.3%

~ AUTHORIZED POSITIONS ~

<u>Position Title</u>						
Main Street Manager	1.00	1.00	1.00	1.00	1.00	
Total Personnel	1.00	1.00	1.00	1.00	1.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Hotel/Motel **DEPARTMENT:** Economic Development **FUNCTION:** Main Street Program **ACCOUNT:** 212-1212-510

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 58,477	\$ 60,229	\$ 60,229	\$ 60,080	\$ 62,041	
10 30 Longevity	-	-	-	-	170	
20 10 Retirement	8,060	8,045	8,045	8,045	8,199	
20 20 Social Security	4,160	4,608	4,608	4,608	4,759	
20 40 Insurance	8,635	9,321	9,321	8,800	10,871	
20 50 Workers' Compensation	63	78	78	78	81	
20 55 Long Term Disability	154	163	163	163	168	
Subtotal	79,550	82,444	82,444	81,774	86,288	4.7%
Supplies:						
31 10 Office Supplies	652	1,400	1,400	1,200	1,000	
31 90 Other Supplies	1,192	1,850	1,850	1,000	650	
33 20 Community Education Supplies	470	-	-	500	-	
Subtotal	2,314	3,250	3,250	2,700	1,650	-49.2%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	1,444	2,000	2,000	2,000	2,000	
43 90 Other Professional Services	50	1,750	1,750	1,000	750	
52 10 Telephone/Communications	1,456	1,500	1,500	1,500	3,500	
52 20 Postage	29	500	500	300	500	
53 10 Advertising/Marketing	8,768	8,000	8,000	8,000	8,000	
53 15 Facade Improvement Program	-	20,000	20,000	20,000	20,000	
53 20 Physical Improvement Program	2,703	10,000	10,000	1,000	10,000	
53 25 Downtown Seasonal Events	17,661	30,000	30,000	30,000	35,000	
54 10 Printing and Binding	1,979	2,000	2,000	2,000	2,000	
55 10 Education and Training	3,865	4,000	4,000	3,800	4,000	
56 15 Building Rentals	3,600	3,600	3,600	3,600	4,200	
57 15 Janitorial Services	75	180	180	240	240	
Subtotal	41,629	83,530	83,530	73,440	90,190	8.0%
Total Expenditures	\$ 123,493	\$ 169,224	\$ 169,224	\$ 157,914	\$ 178,128	5.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Municipal Court Technology	Municipal Court	General Government	213-1417-510

PROGRAM DESCRIPTION:

The Municipal Court Technology Fund is under the general direction of the Assistant City Manager. Revenues of the fund are derived from State authorized court fees, which are legally restricted by Article 102.0172 of the Code of Criminal Procedures to certain expenditures. Expenditures for the Municipal Court Technology Fund are restricted to the funding of enhanced technology for the Court.

FY2018 BUDGET NOTES:

1. The appropriation for Computer Software Repair and Maintenance includes the following:

Tyler Technologies Website Hosting	900
Tyler Technologies Online Payments	1,200
Tyler Technologies Incode Software Maintenance	20,500
Tyler Technologies Incode Jury Import	<u>850</u>

Total: \$ 23,450

2. Budget includes the use of \$2,440 of fund balance to balance the FY2018 Municipal Court Technology Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

MUNICIPAL COURT TECHNOLOGY FUND

FUND: 213

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
MUNICIPAL COURT TECHNOLOGY FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 15,882	\$ 12,991	\$ 8,663	\$ 8,663	\$ 6,546
Revenues and Transfers In	<u>17,075</u>	<u>18,010</u>	<u>18,010</u>	<u>20,520</u>	<u>21,010</u>
Total Funds Available	<u>32,957</u>	<u>31,001</u>	<u>26,673</u>	<u>29,183</u>	<u>27,556</u>
Uses/Deductions:					
Expenditures and Transfers	24,295	20,900	20,900	22,636	23,450
Ending Fund Balance:					
Total Ending Balance	8,663	10,101	5,773	6,546	4,106
Fund Total	<u>\$ 32,957</u>	<u>\$ 31,001</u>	<u>\$ 26,673</u>	<u>\$ 29,183</u>	<u>\$ 27,556</u>
 Net Revenues (Expenditures)	 (7,219)	 (2,890)	 (2,890)	 (2,116)	 (2,440)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Beautification	Beautification	Economic Development	214-1900-540

PROGRAM DESCRIPTION:

The Beautification Fund is under the general direction of the Economic Development Director. Revenues of the fund consist primarily of contributions made by the City's solid waste collection contractor to be used for beautification and recycling projects.

FY2018 BUDGET NOTES:

1. The appropriation Other Contractual Services provides for the disposal and removal of old tires found within the City limits or other services to beautify the City.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

BEAUTIFICATION FUND

FUND: 214

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
BEAUTIFICATION FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 70,786	\$ 80,285	\$ 91,900	\$ 91,900	\$ 110,400
Revenues and Transfers In	<u>24,305</u>	<u>24,100</u>	<u>24,100</u>	<u>24,100</u>	<u>24,100</u>
Total Funds Available	<u>95,091</u>	<u>104,385</u>	<u>116,000</u>	<u>116,000</u>	<u>134,500</u>
Uses/Deductions:					
Expenditures and Transfers	3,191	15,000	15,000	5,600	15,000
Ending Fund Balance:					
Total Ending Balance	91,900	89,385	101,000	110,400	119,500
Fund Total	<u>\$ 95,091</u>	<u>\$ 104,385</u>	<u>\$ 116,000</u>	<u>\$ 116,000</u>	<u>\$ 134,500</u>
 Net Revenues (Expenditures)	 21,114	 9,100	 9,100	 18,500	 9,100

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

BEAUTIFICATION FUND

FUND: 214

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 305	\$ 100	\$ 100	\$ 100	\$ 100	
47110 Contributions - Beautification	24,000	24,000	24,000	24,000	24,000	
TOTAL REVENUES	\$ 24,305	\$ 24,100	\$ 24,100	\$ 24,100	\$ 24,100	0.0%
EXPENDITURES:						
Maintenance and Services	\$ 3,191	\$ 15,000	\$ 15,000	\$ 5,600	\$ 15,000	
TOTAL EXPENDITURES	\$ 3,191	\$ 15,000	\$ 15,000	\$ 5,600	\$ 15,000	0.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
42 50 Keep Rosenberg Beautiful Program	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	
42 52 Rosenberg Image Committee Expenses	151	500	500	500	500	
43 85 Clean Up Project	-	5,000	5,000	1,000	5,000	
54 15 Community Education	-	3,000	3,000	1,000	3,000	
57 10 Other Contractual Services	2,941	6,400	6,400	3,000	6,400	
Subtotal	3,191	15,000	15,000	5,600	15,000	0.0%
Total Expenditures	\$ 3,191	\$ 15,000	\$ 15,000	\$ 5,600	\$ 15,000	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Law Enforcement	Police	Public Safety	215-3000-520

PROGRAM DESCRIPTION:

The Law Enforcement Fund is under the general direction of the Police Chief. Revenues of the Fund are derived from the proceeds of contraband seized by or forfeited to local, state or federal law enforcement officials for activities related to enforcement and abatement of illegal narcotics. Seizure and forfeiture of contraband in Texas is governed by Chapter 59 of the Texas Code of Criminal Procedure. Revenues and expenditures of the fund are reported on a yearly basis to the Office of the Texas Attorney General for audit compliance. Expenditures are restricted to those types of expenditures, which can be used to improve activities related to the prevention of illegal narcotics use, including drug education programs and law enforcement equipment.

FY2018 BUDGET NOTES:

1. Small Tools and Equipment includes the purchase of the following:

APCO dispatching software (50% Police/50% Fire)	\$18,400
Dispatch headsets	\$ 2,300
SWAT rifle replacement	\$26,000
Interview room software	\$22,100
Mobile AFIS	\$ 3,800
Tablets	<u>\$ 9,000</u>
	\$81,600
2. Machinery and Equipment includes the purchase of fitness equipment for \$18,000.
3. Budget includes the use of \$125,550 of fund balance to balance the FY2018 Law Enforcement Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

LAW ENFORCEMENT FUND

FUND: 215

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
LAW ENFORCEMENT FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 187,800	\$ 199,949	\$ 195,510	\$ 195,510	\$ 278,391
Revenues and Transfers In	<u>30,038</u>	<u>50</u>	<u>50</u>	<u>221,945</u>	<u>50</u>
Total Funds Available	<u>217,838</u>	<u>199,999</u>	<u>195,560</u>	<u>417,455</u>	<u>278,441</u>
Uses/Deductions:					
Expenditures and Transfers	22,328	152,064	152,064	139,064	125,600
Ending Fund Balance:					
Total Ending Balance	195,510	47,935	43,496	278,391	152,841
Fund Total	<u>\$ 217,838</u>	<u>\$ 199,999</u>	<u>\$ 195,560</u>	<u>\$ 417,455</u>	<u>\$ 278,441</u>
 Net Revenues (Expenditures)	 7,710	 (152,014)	 (152,014)	 82,881	 (125,550)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

LAW ENFORCEMENT FUND

FUND: 215

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
42330 Intergovernmental - Narcotics Revenue	\$ 29,382	\$ -	\$ -	\$ 221,895	\$ -	
45100 Interest Earnings	656	50	50	50	50	
TOTAL REVENUES	\$ 30,038	\$ 50	\$ 50	\$ 221,945	\$ 50	0.0%
EXPENDITURES:						
Supplies	\$ 3,189	\$ 41,000	\$ 41,000	\$ 41,000	\$ 87,600	
Maintenance and Services	19,139	49,000	49,000	54,000	20,000	
Subtotal	22,328	90,000	90,000	95,000	107,600	19.6%
Transfers to Other Funds	-	42,064	42,064	42,064	-	
Capital Outlay	-	20,000	20,000	2,000	18,000	
TOTAL EXPENDITURES	\$ 22,328	\$ 152,064	\$ 152,064	\$ 139,064	\$ 125,600	-17.4%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Supplies:						
32 20 Police Operation Supplies	\$ 3,189	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	
36 10 Small Tools and Equipment	-	35,000	35,000	35,000	81,600	
Subtotal	3,189	41,000	41,000	41,000	87,600	113.7%
Maintenance and Services:						
55 10 Education and Training	19,139	20,000	20,000	25,000	20,000	
63 10 Building Repair and Maintenance	-	29,000	29,000	29,000	-	-100.0%
Subtotal	19,139	49,000	49,000	54,000	20,000	-59.2%
Capital Outlay:						
70 40 Machinery and Equipment	-	20,000	20,000	2,000	18,000	
Subtotal	-	20,000	20,000	2,000	18,000	-10.0%
Transfers:						
96 02 Transfer to Fleet Replacement Fund	-	42,064	42,064	42,064	-	-100.0%
Subtotal	-	42,064	42,064	42,064	-	-100.0%
Total Expenditures	\$ 22,328	\$ 152,064	\$ 152,064	\$ 139,064	\$ 125,600	-17.4%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Community Development Block Grant	Public Works	Community Development	216-1900-540

PROGRAM DESCRIPTION:

The Community Development Block Grant Fund is under the direction of the Project Director. Community Development Block Grant Funds are received as a pass through grant from the U.S. Department of the Housing and Urban Development through Fort Bend County. Previously, the City of Rosenberg has been using these grant proceeds to reconstruct the sanitary sewer lines in north Rosenberg. Since FY2015, the funds are being used to reconstruct water lines in north Rosenberg.

FY2018 BUDGET NOTES:

1. For FY2018, the City will use the grant funds for Phase V of the North Side Water Improvements which includes waterline replacement on North Side.
2. Budget includes the use of \$77,600 of fund balance to balance the FY2018 Community Development Block Grant Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND: 216

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 159,629	\$ 68,309	\$ 103,840	\$ 103,840	\$ 103,840
Revenues and Transfers In	<u>564,680</u>	<u>398,200</u>	<u>398,200</u>	<u>398,200</u>	<u>329,000</u>
Total Funds Available	<u>724,309</u>	<u>466,509</u>	<u>502,040</u>	<u>502,040</u>	<u>432,840</u>
Uses/Deductions:					
Expenditures and Transfers	620,469	398,200	398,200	398,200	406,600
Ending Fund Balance:					
Total Ending Balance	<u>103,840</u>	<u>68,309</u>	<u>103,840</u>	<u>103,840</u>	<u>26,240</u>
Fund Total	<u>\$ 724,309</u>	<u>\$ 466,509</u>	<u>\$ 502,040</u>	<u>\$ 502,040</u>	<u>\$ 432,840</u>
 Net Revenues (Expenditures)	 (55,789)	 -	 -	 -	 (77,600)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND: 216

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
42220 Intergovernmental - CDBG Grants	\$ 479,680	\$ 323,000	\$ 323,000	\$ 323,000	\$ 329,000	
48501 Transfer from Water/Wastewater Fund	85,000	75,200	75,200	75,200	-	
TOTAL REVENUES	\$ 564,680	\$ 398,200	\$ 398,200	\$ 398,200	\$ 329,000	-17.4%
EXPENDITURES:						
Capital Outlay	\$ 620,469	\$ 398,200	\$ 398,200	\$ 398,200	\$ 406,600	
TOTAL EXPENDITURES	\$ 620,469	\$ 398,200	\$ 398,200	\$ 398,200	\$ 406,600	2.1%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Capital Outlay:						
70 31 North Side Water Improvements - Phase II (CP1505)	252,212	-	-	-	-	
70 32 North Side Water Improvements - Phase III	368,257	-	-	-	-	
70 33 North Side Water Improvements - Phase IV	-	398,200	398,200	398,200	(A)	
70 34 North Side Water Improvements - Phase V	-	-	-	-	406,600	
Subtotal	620,469	398,200	398,200	398,200	406,600	2.1%
Total Expenditures	\$ 620,469	\$ 398,200	\$ 398,200	\$ 398,200	\$ 406,600	2.1%

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Police Asset Forfeiture	Police	Public Safety	218-3000-520

PROGRAM DESCRIPTION:

The Police Asset Forfeiture Fund is under the general direction of the Police Chief. Revenues of the fund are derived from the proceeds of assets seized by local and state law enforcement officials for activities related to enforcement and abatement of criminal statute or from proceeds of assets deemed abandoned or unclaimed property. These funds are classified as revenues under Chapter 18 or Chapter 47 of the Code of Criminal Procedures. Expenditures can be used to improve activities related to general law enforcement programs and law enforcement equipment.

FY2018 BUDGET NOTES:

1. Budget includes the use of \$15,400 to replace desks, chairs, and office equipment in Small Tools and Equipment.
2. Budget includes the use of \$15,400 of fund balance to balance the FY2018 Police Asset Forfeiture Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

POLICE ASSET FORFEITURE FUND

FUND: 218

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget

POLICE ASSET FORFEITURE FUND SUMMARY

Resources:

Total Beginning Balance	\$ 34,147	\$ 31,197	\$ 42,510	\$ 42,510	\$ 33,676
Revenues and Transfers In	8,363	-	-	2,579	-
Total Funds Available	<u>42,510</u>	<u>31,197</u>	<u>42,510</u>	<u>45,089</u>	<u>33,676</u>

Uses/Deductions:

Expenditures and Transfers	-	10,000	11,413	11,413	15,400

Ending Fund Balance:

Total Ending Balance	42,510	21,197	31,097	33,676	18,276
Fund Total	<u>\$ 42,510</u>	<u>\$ 31,197</u>	<u>\$ 42,510</u>	<u>\$ 45,089</u>	<u>\$ 33,676</u>

Net Revenues (Expenditures)	8,363	(10,000)	(11,413)	(8,834)	(15,400)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

POLICE ASSET FORFEITURE FUND

FUND: 218

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 158	\$ -	\$ -	\$ 150	\$ -	
46900 Miscellaneous Income	8,204	-	-	2,429	-	
TOTAL REVENUES	\$ 8,363	\$ -	\$ -	\$ 2,579	\$ -	100.0%
EXPENDITURES:						
Supplies	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,400	
Maintenance and Services	-	5,000	6,413	6,413	-	
Subtotal	-	10,000	11,413	11,413	15,400	34.9%
TOTAL EXPENDITURES	\$ -	\$ 10,000	\$ 11,413	\$ 11,413	\$ 15,400	34.9%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Supplies:						
36 10 Small Tools and Equipment	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,400	208.0%
Subtotal	-	5,000	5,000	5,000	15,400	0.0%
Maintenance and Services:						
63 10 Building Repair and Maintenance	-	5,000	6,413	6,413	-	
Subtotal	-	5,000	6,413	6,413	-	-100.0%
Total Expenditures	\$ -	\$ 10,000	\$ 11,413	\$ 11,413	\$ 15,400	34.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Park Land Dedication	Parks and Recreation	Community Development	221-1953-540

PROGRAM DESCRIPTION:

The Park Land Dedication Fund is designed to create new or to upgrade existing parks within the applicable park zones. The funding is derived from developments that are established within the City, which have chosen to give the City funds in-lieu of creating parks within new residential communities. The allocation of these funds is restricted to the zone from which the revenues are derived and must be spent within five years of being collected.

FY2018 BUDGET NOTES:

1. Funds will be budgeted for FY2018, and FY2017 budgeted amounts will be carried over for the following projects:

- a. Seabourne Creek Nature Center – The following funding is for engineering and architectural design:

Park Land Dedication Fund Rollover from FY2017	\$150,000
Park Land Dedication Fund FY2018 Budget	25,000
RDC Rollover from FY2017	65,000
RDC FY2018 Budget	<u>110,000</u>
Total	\$350,000

- b. SCRSC Big League Field – The engineering is complete and the estimated cost to construct is funded as follows:

Hotel/Motel Fund Rollover from FY2017	\$300,000
Park Land Dedication Fund Rollover from FY2017	100,000
RDC Rollover from FY2017	100,000
Park Land Dedication Fund FY2018 Budget	<u>204,000</u>
Total	\$704,000

2. Budget includes the use of \$240,837 of fund balance to balance the FY2018 Park Land Dedication Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

PARK LAND DEDICATION FUND

FUND: 221

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
PARK LAND DEDICATION FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 334,190	\$ 64,177	\$ 356,681	\$ 356,681	\$ 285,293
Revenues and Transfers In	<u>33,210</u>	<u>5,200</u>	<u>5,200</u>	<u>202,820</u>	<u>5,200</u>
Total Funds Available	<u>367,400</u>	<u>69,377</u>	<u>361,881</u>	<u>559,501</u>	<u>290,493</u>
Uses/Deductions:					
Expenditures and Transfers	10,719	-	291,245	274,208	246,037
Ending Fund Balance:					
Total Ending Balance	356,681	69,377	70,636	285,293	44,456
Fund Total	<u>\$ 367,399</u>	<u>\$ 69,377</u>	<u>\$ 361,881</u>	<u>\$ 559,501</u>	<u>\$ 290,493</u>
 Net Revenues (Expenditures)	 22,492	 5,200	 (286,045)	 (71,388)	 (240,837)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

PARK LAND DEDICATION FUND

FUND: 221

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 1,260	\$ 200	\$ 200	\$ 200	\$ 200	
46900 Miscellaneous Income	500	-	-	-	-	
47130 Developer Contributions	31,450	5,000	5,000	202,620	5,000	
TOTAL REVENUES	\$ 33,210	\$ 5,200	\$ 5,200	\$ 202,820	\$ 5,200	0.0%
EXPENDITURES:						
Capital Outlay	\$ 10,719	\$ -	\$ 291,245	\$ 274,208	\$ 246,037	
TOTAL EXPENDITURES	\$ 10,719	\$ -	\$ 291,245	\$ 274,208	\$ 246,037	-15.5%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Capital Outlay:						
70 30 Improvements O/T Bldgs (CP1509)	\$ 7,356	\$ -	\$ 44,607	\$ 27,570	\$ 17,037	
70 31 Improvements O/T Bldgs - Sbrn Creek Nature Center (CP1603)	-	-	150,000	150,000	25,000	
70 32 Improvements O/T Bldgs - Sbrn Creek Regional Sports Comp (CP1602)	3,363	-	96,638	96,638	204,000	
Subtotal	10,719	-	291,245	274,208	246,037	-15.5%
Total Expenditures	\$ 10,719	\$ -	\$ 291,245	\$ 274,208	\$ 246,037	-15.5%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Juvenile Case Manager	Municipal Court	General Government	222-1417-510

PROGRAM DESCRIPTION:

The Juvenile Case Manager Fund is under the general direction of the Assistant City Manager. Revenues of the Fund are derived from State authorized court fees, which are legally restricted by Article 102.0174 of the Code of Criminal Procedures to certain expenditures. This fund can be used to fund a juvenile case manager.

FY2018 BUDGET NOTES:

1. A portion of the salaries and benefits for the Court Administrator (10%) and the Municipal Court Clerk II position (40%) that is assigned as the Juvenile Case Manager is reimbursed by this fund through a transfer to the General Fund.
2. Budget includes the use of \$11,209 of fund balance to balance the FY2018 Juvenile Case Manager Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

JUVENILE CASE MANAGER FUND

FUND: 222

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget

JUVENILE CASE MANAGER FUND SUMMARY

Resources:

Total Beginning Balance	\$ 172,904	\$ 167,365	\$ 167,175	\$ 167,175	\$ 165,295
Revenues and Transfers In	<u>21,406</u>	<u>21,060</u>	<u>21,060</u>	<u>27,250</u>	<u>21,060</u>
Total Funds Available	<u>194,310</u>	<u>188,425</u>	<u>188,235</u>	<u>194,425</u>	<u>186,355</u>

Uses/Deductions:

Expenditures and Transfers	27,135	31,130	31,130	29,130	32,269

Ending Fund Balance:

Total Ending Balance	167,175	157,295	157,105	165,295	154,086
Fund Total	<u>\$ 194,310</u>	<u>\$ 188,425</u>	<u>\$ 188,235</u>	<u>\$ 194,425</u>	<u>\$ 186,355</u>

Net Revenues (Expenditures)	(5,729)	(10,070)	(10,070)	(1,880)	(11,209)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

JUVENILE CASE MANAGER FUND

FUND: 222

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
44166 Truancy Prevention Fees	\$ 3,225	\$ 3,000	\$ 3,000	\$ 4,500	\$ 3,000	
44199 Other Fines and Forfeitures	17,579	18,000	18,000	22,000	18,000	
45100 Interest Earnings	602	60	60	750	60	
TOTAL REVENUES	<u>\$ 21,406</u>	<u>\$ 21,060</u>	<u>\$ 21,060</u>	<u>\$ 27,250</u>	<u>\$ 21,060</u>	0.0%
EXPENDITURES:						
Maintenance and Services	\$ 495	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	
Subtotal	495	2,000	2,000	-	2,000	0.0%
Transfers	26,640	29,130	29,130	29,130	30,269	
TOTAL EXPENDITURES	<u>\$ 27,135</u>	<u>\$ 31,130</u>	<u>\$ 31,130</u>	<u>\$ 29,130</u>	<u>\$ 32,269</u>	3.7%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
55 10 Education and Training	\$ 495	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	
Subtotal	495	2,000	2,000	-	2,000	0.0%
Transfers:						
91 01 Transfer to General Fund	26,640	29,130	29,130	29,130	30,269	
Subtotal	26,640	29,130	29,130	29,130	30,269	3.9%
Total Expenditures	<u>\$ 27,135</u>	<u>\$ 31,130</u>	<u>\$ 31,130</u>	<u>\$ 29,130</u>	<u>\$ 32,269</u>	3.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Child Safety Fund	Municipal Court	General Government	223-1417-510

PROGRAM DESCRIPTION:

The Child Safety Fund is under the general direction of the Assistant City Manager. Revenues of the Fund are derived from state authorized court fees, which are legally restricted by Article 102.014 of the Code of Criminal Procedures to certain expenditures. This fund can only be used to finance programs designed to enhance child safety, health, or nutrition, and include programs for child abuse prevention and intervention, and drug and alcohol abuse prevention.

FY2018 BUDGET NOTES:

1. Child Safety Program Supplies in the amount of \$6,915 provide supplies for the Police and Fire Departments.
2. Other Contractual Services in the amount of \$30,000 will fund street striping and crosswalk markings in designated school zones.
3. The Transfer to the General Fund of \$7,800 will fund Police Department overtime for oversight and compliance monitoring of registered sex offenders within the City.
4. Budget includes the use of \$23,400 of fund balance to balance the FY2018 Child Safety Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CHILD SAFETY FUND

FUND: 223

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
CHILD SAFETY FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 206,087	\$ 187,047	\$ 208,368	\$ 208,368	\$ 190,162
Revenues and Transfers In	40,699	36,065	36,065	43,341	36,065
Total Funds Available	246,786	223,112	244,433	251,709	226,227
Uses/Deductions:					
Expenditures and Transfers	38,417	59,465	61,547	61,547	59,465
Ending Fund Balance:					
Total Ending Balance	208,368	163,647	182,886	190,162	166,762
Fund Total	\$ 246,786	\$ 223,112	\$ 244,433	\$ 251,709	\$ 226,227
 Net Revenues (Expenditures)	 2,281	 (23,400)	 (25,482)	 (18,206)	 (23,400)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CHILD SAFETY FUND

FUND: 223

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
44150 School Zone Court Costs	\$ 856	\$ 1,000	\$ 1,000	\$ 900	\$ 1,000	
44199 Other Fines and Forfeitures	39,076	35,000	35,000	41,641	35,000	
45100 Interest Earnings	767	65	65	800	65	
TOTAL REVENUES	\$ 40,699	\$ 36,065	\$ 36,065	\$ 43,341	\$ 36,065	0.0%
EXPENDITURES:						
Supplies	\$ 9,520	\$ 21,665	\$ 23,747	\$ 23,747	\$ 21,665	
Maintenance and Services	14,182	30,000	30,000	30,000	30,000	
Subtotal	23,702	51,665	53,747	53,747	51,665	-3.9%
Transfers	14,715	7,800	7,800	7,800	7,800	
TOTAL EXPENDITURES	\$ 38,417	\$ 59,465	\$ 61,547	\$ 61,547	\$ 59,465	-3.4%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Supplies:						
33 30 Child Safety Program Supplies	-	6,915	6,915	6,915	6,915	0.0%
36 25 School Zone Street Sign	\$ 9,520	\$ 14,750	\$ 16,832	\$ 16,832	\$ 14,750	
Subtotal	9,520	21,665	23,747	23,747	21,665	-8.8%
Maintenance and Services:						
57 10 Other Contractual Services	14,182	30,000	30,000	30,000	30,000	
Subtotal	14,182	30,000	30,000	30,000	30,000	0.0%
Transfers:						
91 01 Transfer to General Fund	14,715	7,800	7,800	7,800	7,800	
Subtotal	14,715	7,800	7,800	7,800	7,800	0.0%
Total Expenditures	\$ 38,417	\$ 59,465	\$ 61,547	\$ 61,547	\$ 59,465	-3.4%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Building Security Fund	Municipal Court	General Government	224-1417-510

PROGRAM DESCRIPTION:

The Building Security Fund is under the general direction of the Assistant City Manager. Revenues of the fund are derived from State authorized court fees, which are legally restricted by Article 102.017 of the Code of Criminal Procedures to certain expenditures. This fund can only be used to finance security personnel for Municipal Court, or to finance items used for the purpose of providing security services for buildings housing Municipal Court including, but not limited to: (1) the purchase or repair of X-ray machines and conveying systems; (2) handheld metal detectors; (3) walkthrough metal detectors; (4) identification cards and systems; (5) electronic locking and surveillance equipment; (6) bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing security services; (7) signage; (8) confiscated weapons inventory and tracking systems; or (9) locks, chains, or other security hardware.

FY2018 BUDGET NOTES:

1. This budget includes the reimbursement to the General Fund for a portion of the Bailiff/Warrant Officer position.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

BUILDING SECURITY FUND

FUND: 224

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
BUILDING SECURITY FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ -	\$ -	\$ 823	\$ 823	\$ -
Revenues and Transfers In	<u>10,823</u>	<u>10,000</u>	<u>10,000</u>	<u>13,510</u>	<u>13,500</u>
Total Funds Available	<u>10,823</u>	<u>10,000</u>	<u>10,823</u>	<u>14,333</u>	<u>13,500</u>
Uses/Deductions:					
Expenditures and Transfers	10,000	10,000	10,000	14,333	13,500
Ending Fund Balance:					
Total Ending Balance	823	-	823	-	-
Fund Total	<u>\$ 10,823</u>	<u>\$ 10,000</u>	<u>\$ 10,823</u>	<u>\$ 14,333</u>	<u>\$ 13,500</u>
 Net Revenues (Expenditures)	 823	 -	 -	 (823)	 -

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

BUILDING SECURITY FUND

FUND: 224

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
44165 Municipal Court Bldg Security Fees	\$ 10,823	\$ 10,000	\$ 10,000	\$ 13,500	\$ 13,500	
45100 Interest Earnings	-	-	-	10	-	
TOTAL REVENUES	<u>\$ 10,823</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 13,510</u>	<u>\$ 13,500</u>	35.0%
EXPENDITURES:						
Transfers	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 14,333</u>	<u>\$ 13,500</u>	
TOTAL EXPENDITURES	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 14,333</u>	<u>\$ 13,500</u>	35.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Transfers:						
91 01 Transfer to General Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ 14,333	\$ 13,500	
Subtotal	10,000	10,000	10,000	14,333	13,500	35.0%
Total Expenditures	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 14,333</u>	<u>\$ 13,500</u>	35.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
MUD Fire Services	Fire	Public Safety	226-3100-520

PROGRAM DESCRIPTION:

The MUD Fire Services Fund is under the general direction of the Fire Chief. Revenues of the Fund consist primarily of contributions made by the Municipal Utility Districts in the ETJ that have approved Fire Service Agreements with the City of Rosenberg.

FY2018 BUDGET NOTES:

1. Machinery and Equipment in the amount of \$73,400 is for 50% of the APCO 911 Advisor software and training (\$18,400), and for eleven (11) tablets/mobile data terminals (\$55,000).
2. Budget includes the use of \$228,900 of fund balance to balance the FY2018 MUD Fire Services Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

MUD FIRE SERVICES FUND

FUND: 226

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
MUD FIRE SERVICES FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 1,011,164	\$ 834,314	\$ 859,368	\$ 859,368	\$ 822,868
Revenues and Transfers In	<u>803,485</u>	<u>750,210</u>	<u>750,210</u>	<u>978,500</u>	<u>1,009,000</u>
Total Funds Available	<u>1,814,649</u>	<u>1,584,524</u>	<u>1,609,578</u>	<u>1,837,868</u>	<u>1,831,868</u>
Uses/Deductions:					
Expenditures and Transfers	955,281	1,015,000	1,015,000	1,015,000	1,237,900
Ending Fund Balance:					
Total Ending Balance	859,368	569,524	594,578	822,868	593,968
Fund Total	<u>\$ 1,814,649</u>	<u>\$ 1,584,524</u>	<u>\$ 1,609,578</u>	<u>\$ 1,837,868</u>	<u>\$ 1,831,868</u>
 Net Revenues (Expenditures)	 (151,796)	 (264,790)	 (264,790)	 (36,500)	 (228,900)

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

MUD FIRE SERVICES FUND

FUND: 226

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
42340 Intergovernmental - Other Entities	\$ 800,160	\$ 750,000	\$ 750,000	\$ 975,000	\$ 1,005,000	
45100 Interest Earnings	3,325	210	210	3,500	4,000	
TOTAL REVENUES	<u>\$ 803,485</u>	<u>\$ 750,210</u>	<u>\$ 750,210</u>	<u>\$ 978,500</u>	<u>\$ 1,009,000</u>	34.5%
EXPENDITURES:						
Transfers	<u>\$ 778,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,164,500</u>	
TOTAL EXPENDITURES	<u>\$ 955,281</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,237,900</u>	22.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Capital Outlay:						
70 22 Property Building - Fire Admin	\$ 88,318	\$ -	\$ -	\$ -	\$ -	
70 40 Machinery and Equipment	88,963	-	-	-	73,400	100.0%
Subtotal	177,281	-	-	-	73,400	0.0%
Transfers:						
91 01 Transfer to General Fund	-	-	-	-	-	
92 30 Transfer to Fire Station No. 3 Operating Fund	\$ 778,000	\$ 1,015,000	\$ 1,015,000	\$ 1,015,000	\$ 1,164,500	
Subtotal	778,000	1,015,000	1,015,000	1,015,000	1,164,500	14.7%
Total Expenditures	<u>\$ 955,281</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,015,000</u>	<u>\$ 1,237,900</u>	22.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Police Federal Forfeiture	Police	Public Safety	227-3000-520

PROGRAM DESCRIPTION:

The Police Federal Forfeiture Fund is under the general direction of the Police Chief. Revenues of the fund are derived from the proceeds of assets seized by federal law enforcement officials that are transferred to any state or local law enforcement agency that directly participated in an investigation or prosecution that resulted in a federal forfeiture. The U.S. Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that helps deter crime and fosters cooperation among federal, state, and local law enforcement agencies. The Department of Justice administers the Equitable Sharing Program and requires each agency to comply with guidelines by completing a yearly Equitable Sharing Agreement and Certification every year the agency receives funds. Expenditures can be used to improve activities related to general law enforcement programs and law enforcement equipment.

FY2018 BUDGET NOTES:

1. Small Tools and Equipment included the purchase of sniper rifle and related equipment for \$10,000.
2. Budget includes the use of \$9,480 of fund balance to balance the FY2018 Police Federal Forfeiture Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

POLICE FEDERAL FORFEITURE FUND

FUND: 227

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget

POLICE FEDERAL FORFEITURE FUND SUMMARY

Resources:

Total Beginning Balance	\$ 165,868	\$ 135,918	\$ 164,484	\$ 164,484	\$ 97,272
Revenues and Transfers In	<u>41,165</u>	<u>-</u>	<u>-</u>	<u>34,112</u>	<u>25,520</u>
Total Funds Available	<u>207,033</u>	<u>135,918</u>	<u>164,484</u>	<u>198,596</u>	<u>122,792</u>

Uses/Deductions:

Expenditures and Transfers	42,548	79,000	84,825	101,325	35,000

Ending Fund Balance:

Total Ending Balance	164,484	56,918	79,660	97,272	87,792
Fund Total	<u>\$ 207,033</u>	<u>\$ 135,918</u>	<u>\$ 164,484</u>	<u>\$ 198,596</u>	<u>\$ 122,792</u>

Net Revenues (Expenditures)	(1,384)	(79,000)	(84,825)	(67,213)	(9,480)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

POLICE FEDERAL FORFEITURE FUND

FUND: 227

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
42150 Int'gov - Federal Narcotics Revenue	\$ 29,306	\$ -	\$ -	\$ 9,092	\$ -	
45100 Interest Earnings	583	-	-	500	1,000	
46720 Reimbursement-Vehicle Rental	11,275	-	-	24,520	24,520	
TOTAL REVENUES	\$ 41,165	\$ -	\$ -	\$ 34,112	\$ 25,520	0.0%
EXPENDITURES:						
Supplies	\$ 10,790	\$ 54,000	\$ 59,825	\$ 76,325	\$ 10,000	
Maintenance and Services	31,759	25,000	25,000	25,000	25,000	
Subtotal	42,548	79,000	84,825	101,325	35,000	
Capital Outlay	-	-	-	-	-	
TOTAL EXPENDITURES	\$ 42,548	\$ 79,000	\$ 84,825	\$ 101,325	\$ 35,000	-58.7%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Supplies:						
36 10 Small Tools and Equipment	\$ 10,790	\$ 54,000	\$ 59,825	\$ 76,325	\$ 10,000	-83.3%
Subtotal	10,790	54,000	59,825	76,325	10,000	-83.3%

~ EXPENDITURE DETAIL CONTINUED~

Maintenance and Services:						
57 27 Lease of Motor Vehicles	31,759	25,000	25,000	25,000	25,000	0.0%
Subtotal	31,759	25,000	25,000	25,000	25,000	0.0%
Total Expenditures	\$ 42,548	\$ 79,000	\$ 84,825	\$ 101,325	\$ 35,000	-58.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
PEG Capital	Communications	General Government	228-1750-510

PROGRAM DESCRIPTION:

The PEG Capital Fund was created to account for the 1% Public, Educational or Governmental (PEG) fee that began to be collected and remitted by franchised cable television providers in the City of Rosenberg pursuant to the State of Texas cable franchise effective January 1, 2012. These funds are restricted to fund capital expenditures associated with the City's municipal cable channel and programming, and are administered by Information Services via the Communications Department.

FY2018 BUDGET NOTES:

1. With the completion of the majority of the improvements to the City Council Chambers, the budget for equipment was reduced from \$115,000 to \$15,000.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

PEG CAPITAL FUND

FUND: 228

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
PEG CAPITAL FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 152,326	\$ 102,375	\$ 176,881	\$ 176,881	\$ 163,131
Revenues and Transfers In	<u>69,306</u>	<u>70,000</u>	<u>70,000</u>	<u>70,750</u>	<u>70,000</u>
Total Funds Available	<u>221,632</u>	<u>172,375</u>	<u>246,881</u>	<u>247,631</u>	<u>233,131</u>
Uses/Deductions:					
Expenditures and Transfers	44,751	115,000	115,000	84,500	15,000
Ending Fund Balance:					
Total Ending Balance	176,881	57,375	131,881	163,131	218,131
Fund Total	<u>\$ 221,632</u>	<u>\$ 172,375</u>	<u>\$ 246,881</u>	<u>\$ 247,631</u>	<u>\$ 233,131</u>
 Net Revenues (Expenditures)	 24,555	 (45,000)	 (45,000)	 (13,750)	 55,000

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

PEG CAPITAL FUND

FUND: 228

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %

~ REVENUE & EXPENDITURE SUMMARY ~

REVENUES:

40440 Franchise Tax - Cable TV	\$ 68,749	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	
45100 Interest Earnings	556	-	-	750	-	
TOTAL REVENUES	<u>\$ 69,306</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 70,750</u>	<u>\$ 70,000</u>	0.0%

EXPENDITURES:

Capital Outlay	\$ 44,751	\$ 115,000	\$ 115,000	\$ 84,500	\$ 15,000	
TOTAL EXPENDITURES	<u>\$ 44,751</u>	<u>\$ 115,000</u>	<u>\$ 115,000</u>	<u>\$ 84,500</u>	<u>\$ 15,000</u>	-87.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

	<u>Capital Outlay:</u>						
70 40	Machinery and Equipment	\$ 44,751	\$ 115,000	\$ 115,000	\$ 84,500	\$ 15,000	
	Subtotal	44,751	115,000	115,000	84,500	15,000	-87.0%
	Total Expenditures	<u>\$ 44,751</u>	<u>\$ 115,000</u>	<u>\$ 115,000</u>	<u>\$ 84,500</u>	<u>\$ 15,000</u>	-87.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Fire Station No. 3 Operating	Fire	Public Safety	230-3100-520

PROGRAM DESCRIPTION:

The Fire Station No. 3 Operating Fund has been established to separate the annual operating costs for Fire Station No. 3 from the General Fund Fire Department Budget. Revenues from the General Fund and the MUD Fire Services Fund provide funds to operate Fire Station No. 3. This fund enables the City to conduct the administrative review which is required by the Fire Service Agreements.

PERFORMANCE INDICATORS:

*Performance Indicators for Fire Station No. 3 are included in the overall Performance Indicators for the Fire Department.

FY2018 BUDGET NOTES:

1. Increase in Technology Fees due to the reallocation of Technology Fund expenses to the other funds and the increased amount of technology needs and maintenance necessary for fire services including the MACH Alerting System maintenance.
2. Addition of Grounds Maintenance in the amount of \$7,000 from the Parks Department budget to accurately reflect the cost to Fire Station No. 3.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FIRE STATION NO. 3 OPERATING FUND

FUND: 230

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget

FIRE STATION NO. 3 OPERATING FUND SUMMARY

Resources:

Total Beginning Balance	\$ 306,512	\$ 47,145	\$ 66,933	\$ 66,933	\$ 1,756
Revenues and Transfers In	<u>972,160</u>	<u>1,209,869</u>	<u>1,209,869</u>	<u>1,209,869</u>	<u>1,359,369</u>
Total Funds Available	<u>1,278,672</u>	<u>1,257,014</u>	<u>1,276,802</u>	<u>1,276,802</u>	<u>1,361,125</u>

Uses/Deductions:

Expenditures and Transfers	1,211,739	1,257,015	1,257,015	1,275,046	1,359,369

Ending Fund Balance:

Total Ending Balance	66,933	(1)	19,787	1,756	1,756
Fund Total	<u>\$ 1,278,672</u>	<u>\$ 1,257,014</u>	<u>\$ 1,276,802</u>	<u>\$ 1,276,802</u>	<u>\$ 1,361,125</u>

Net Revenues (Expenditures)	(239,579)	(47,146)	(47,146)	(65,177)	-

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FIRE STATION NO. 3 OPERATING FUND

FUND: 230

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	719	400	400	400	400	
48101 Transfer from General Fund	193,441	194,469	194,469	194,469	194,469	
48226 Transfer from MUD Fire Services	778,000	1,015,000	1,015,000	1,015,000	1,164,500	
TOTAL REVENUES	\$ 972,160	\$ 1,209,869	\$ 1,209,869	\$ 1,209,869	\$ 1,359,369	12.4%
EXPENDITURES:						
Personnel and Benefits	\$ 1,043,983	\$ 1,074,411	\$ 1,074,411	\$ 1,095,442	\$ 1,133,034	
Supplies	48,500	98,350	98,350	98,350	100,850	
Maintenance and Services	66,665	84,254	84,254	81,254	125,485	
Subtotal	1,159,148	1,257,015	1,257,015	1,275,046	1,359,369	8.1%
Capital Outlay	52,591	-	-	-	-	
TOTAL EXPENDITURES	\$ 1,211,739	\$ 1,257,015	\$ 1,257,015	\$ 1,275,046	\$ 1,359,369	8.1%

~ AUTHORIZED POSITIONS ~

Position Title						
Professional Standards/Compliance Officer	1.00	1.00	1.00	1.00	1.00	
Fire Captain	3.00	3.00	3.00	3.00	3.00	
Fire Engineer	3.00	3.00	3.00	3.00	3.00	
Senior Firefighter	1.00	1.00	1.00	1.00	1.00	
Firefighter	5.00	5.00	5.00	5.00	5.00	
Total Personnel	13.00	13.00	13.00	13.00	13.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FIRE STATION NO. 3 OPERATING FUND

FUND: 230

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 674,341	\$ 679,742	\$ 679,742	\$ 682,000	\$ 710,802	
10 20 Overtime	43,970	40,000	40,000	40,000	40,000	
10 30 Longevity	5,710	6,515	6,515	6,610	7,235	
10 40 Incentive Pay	17,050	28,800	28,800	28,800	28,200	
10 50 Holiday Pay	25,554	26,375	26,375	26,375	27,726	
11 10 Temporary Salaries and Wages	468	-	-	-	-	
20 10 Retirement	105,713	104,379	104,379	104,379	107,280	
20 20 Social Security	54,369	59,778	59,778	59,778	62,268	
20 40 Insurance	109,624	119,413	119,413	138,500	139,207	
20 50 Workers' Compensation	5,550	7,502	7,502	7,200	8,303	
20 55 Long Term Disability	1,634	1,907	1,907	1,800	2,013	
Subtotal	1,043,983	1,074,411	1,074,411	1,095,442	1,133,034	5.5%
Supplies:						
31 10 Office Supplies	483	500	500	500	500	
31 40 Clothing	10,688	10,000	10,000	10,000	10,000	
31 45 Uniforms	5,918	11,400	11,400	11,400	13,200	
31 55 Personal Protective Equipment	-	44,000	44,000	44,000	44,000	
31 90 Other Supplies	988	1,000	1,000	1,000	1,000	
34 15 Chemical Supplies	1,127	1,500	1,500	1,500	1,500	
34 20 Medical Supplies	499	1,000	1,000	1,000	1,000	
34 30 Cleaning Supplies	1,385	1,200	1,200	1,200	1,200	
35 10 Motor Vehicle Repair Supplies	13,345	8,000	8,000	8,000	8,500	
35 15 Equipment Repair Supplies	380	750	750	750	750	
35 20 Building Materials and Supplies	411	1,000	1,000	1,000	1,000	
36 10 Small Tools and Equipment	989	1,000	1,000	1,000	1,000	
36 30 Safety Equipment	500	500	500	500	700	
37 10 Natural Gas	985	1,500	1,500	1,500	1,500	
37 20 Electricity	6,539	8,000	8,000	8,000	8,000	
37 30 Fuel, Oil and Lubricants	4,263	7,000	7,000	7,000	7,000	
Subtotal	48,500	98,350	98,350	98,350	100,850	2.5%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FIRE STATION NO. 3 OPERATING FUND

FUND: 230

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Maintenance and Services:						
42 60 Technology Fees	29,181	29,181	29,181	29,181	65,912	
43 40 License and Inspection Fees	170	1,150	1,150	1,150	1,150	
51 20 General Insurance	1,670	3,000	3,000	3,000	3,000	
52 10 Telephone/Communications	-	5,120	5,120	5,120	5,120	
55 10 Education and Training	3,489	4,000	4,000	4,000	4,000	
56 25 Fleet Replacement	29,403	29,403	29,403	29,403	29,403	
62 32 Laundry and Other Sanitation Services	294	400	400	400	400	
62 40 Grounds Maintenance Services	-	-	-	-	7,000	
63 10 Building Repair and Maintenance	5	4,000	4,000	4,000	4,500	
63 25 Equipment Repair and Maintenance	2,453	5,000	5,000	5,000	5,000	
63 40 Computer Software Repair and Maintenance	-	3,000	3,000	-	-	
Subtotal	66,665	84,254	84,254	81,254	125,485	48.9%
Capital Outlay:						
70 44 Personal Protective Equipment	52,591	-	-	-	-	
Subtotal	52,591	-	-	-	-	100.0%
Total Expenditures	\$ 1,211,739	\$ 1,257,015	\$ 1,257,015	\$ 1,275,046	\$ 1,359,369	8.1%



DEBT SERVICE FUND

- Summary
- Revenue and Expenditure Summary
- General Obligation Debt Service Requirements (2018 - 2037) and Comparative Property Tax Rate Distribution
- General Obligation Debt by Source
- Computation of Debt Margin
- Computation of Direct and Overlapping Debt
- Debt Service Schedules

DEBT SERVICE FUND

OCT 1, 2017 - SEP 30, 2018

DEBT SERVICE FUND

Debt Service Fund (Fund 301) – is used to account for revenues designated for debt retirement. Expenditures are legally restricted for payment of principal and interest on general obligation or tax-supported debt. Revenue bond debt issued for water and wastewater purposes is paid by the appropriate enterprise fund(s) while general obligation debt issued for water and wastewater purposes is supported by a transfer from enterprise funds to the debt service fund.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

DEBT SERVICE FUND

FUND: 301

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
DEBT SERVICE FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 5,028,226	\$ 5,210,490	\$ 5,492,737	\$ 5,492,737	\$ 5,492,737
Revenues and Transfers In	<u>7,925,689</u>	<u>8,125,961</u>	<u>8,125,961</u>	<u>8,125,373</u>	<u>7,534,889</u>
Total Funds Available	<u>12,953,915</u>	<u>13,336,451</u>	<u>13,618,698</u>	<u>13,618,110</u>	<u>13,027,626</u>
Uses/Deductions:					
Expenditures and Transfers	7,461,178	8,125,961	8,125,961	8,125,373	7,472,889
Ending Fund Balance:					
Total Ending Balance	5,492,737	5,210,490	5,492,737	5,492,737	5,554,737
Fund Total	<u>\$ 12,953,915</u>	<u>\$ 13,336,451</u>	<u>\$ 13,618,698</u>	<u>\$ 13,618,110</u>	<u>\$ 13,027,626</u>
 Net Revenues (Expenditures)	 464,511	 -	 -	 -	 62,000

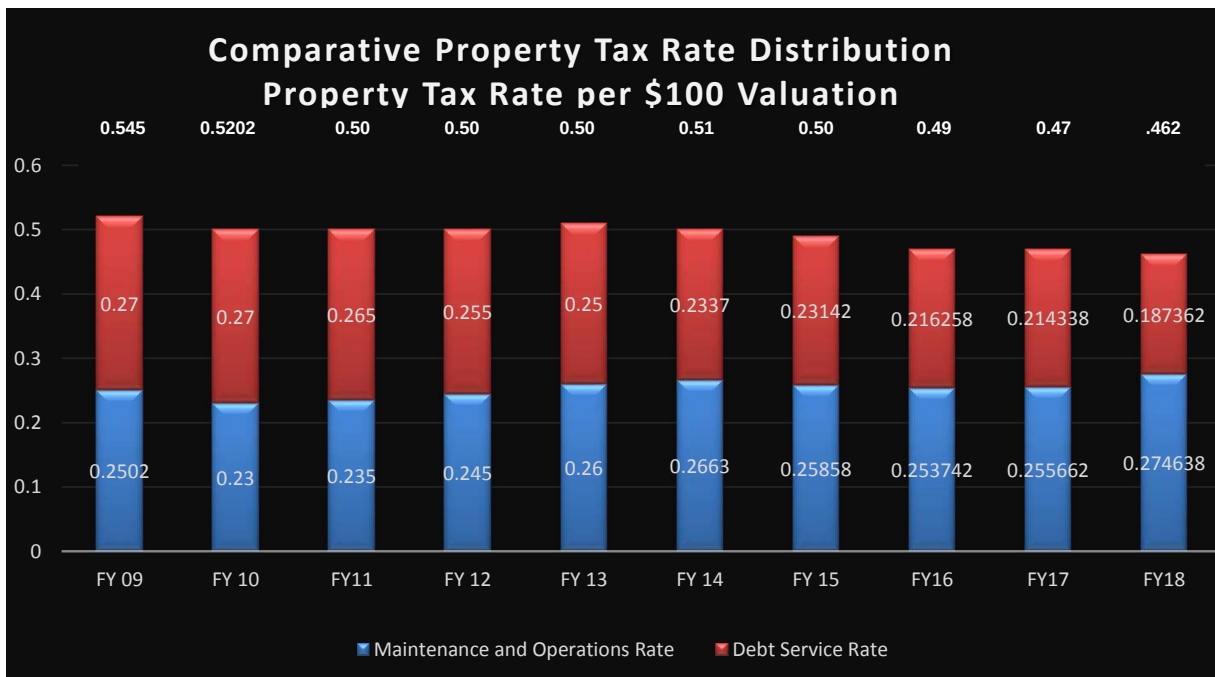
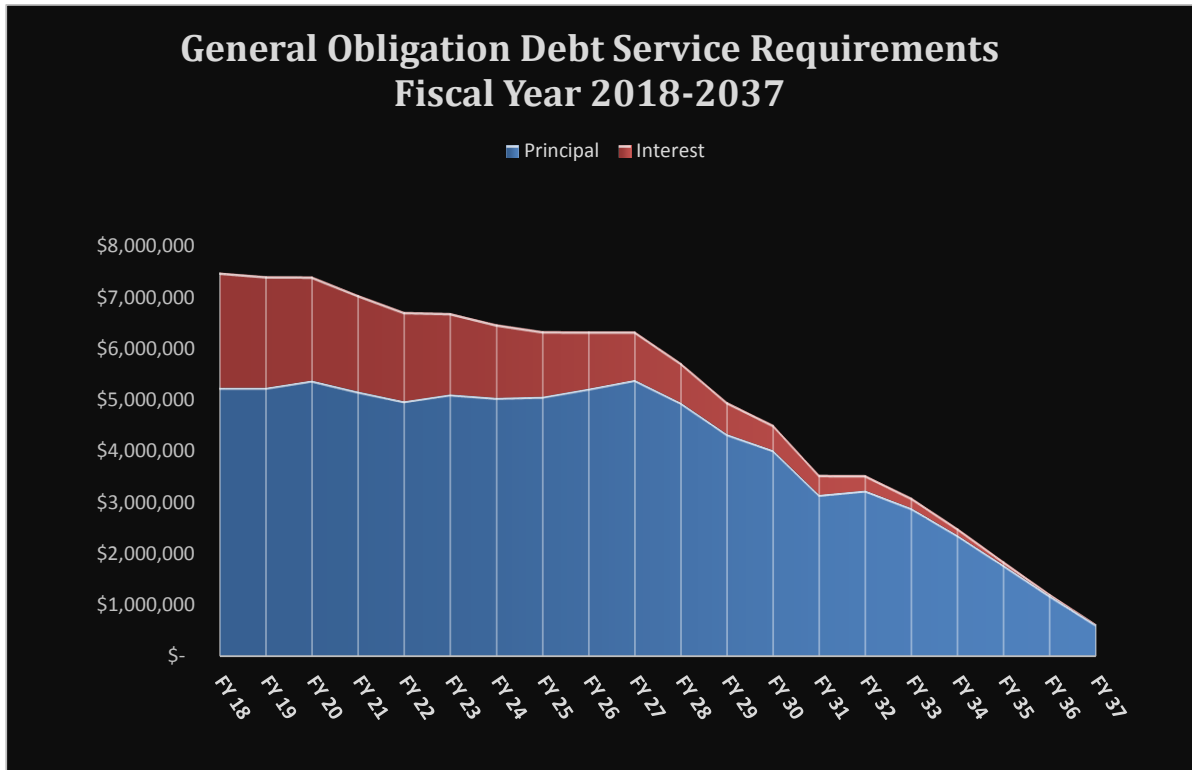
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

DEBT SERVICE FUND

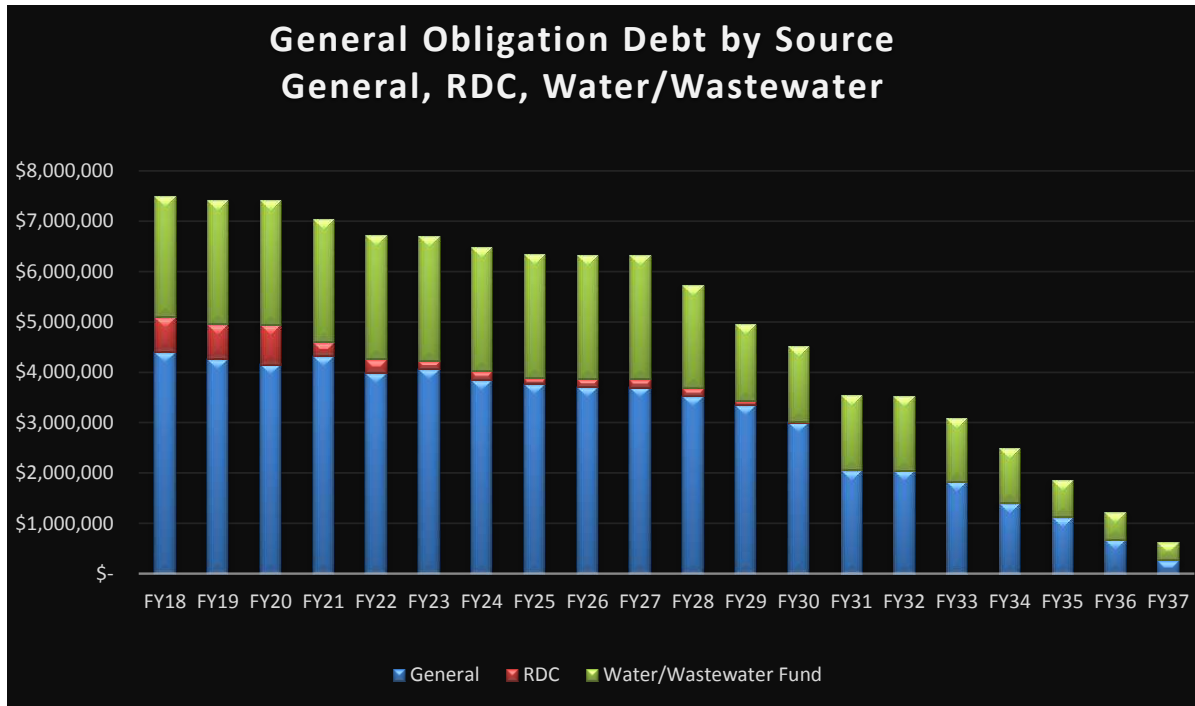
FUND: 301

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
40110 Current Taxes	\$ 4,348,472	\$ 4,792,588	\$ 4,792,588	\$ 4,780,000	\$ 4,451,571	
40111 Current Taxes - Penalty and Interest	25,386	20,000	20,000	20,000	20,000	
40120 Delinquent Taxes	46,437	35,000	35,000	35,000	35,000	
40121 Delinquent Taxes-Penalty and Interest	12,523	20,000	20,000	12,000	12,000	
Subtotal	4,432,818	4,867,588	4,867,588	4,847,000	4,518,571	-7.2%
Other Revenue:						
45100 Interest Earnings	19,780	5,000	5,000	25,000	25,000	
48501 Transfer from W/WW Fund	2,315,663	2,180,640	2,180,640	2,180,640	1,993,292	
48219 Transfer from RDC Fund	794,991	704,782	704,782	704,782	631,318	
48514 Transfer from Subsidence Fund	300,000	305,382	305,382	305,382	303,918	
48560 Transfer from Civic Center Fund	62,437	62,569	62,569	62,569	62,790	
TOTAL REVENUES	<u>\$ 7,925,689</u>	<u>\$ 8,125,961</u>	<u>\$ 8,125,961</u>	<u>\$ 8,125,373</u>	<u>\$ 7,534,889</u>	-7.3%
EXPENDITURES:						
561-8110 Principal Retirement	\$ 5,236,922	\$ 5,645,000	\$ 5,645,000	\$ 5,660,000	\$ 5,435,000	
562-8120 Interest Expense	2,202,506	2,450,961	2,450,961	2,369,273	2,007,889	
563-8130 Fiscal Agent Fees	21,750	30,000	30,000	36,100	30,000	
564-8160 Cost of Issuance	-	-	-	60,000	-	
TOTAL EXPENDITURES	<u>\$ 7,461,178</u>	<u>\$ 8,125,961</u>	<u>\$ 8,125,961</u>	<u>\$ 8,125,373</u>	<u>\$ 7,472,889</u>	-8.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**



CITY OF ROSENBERG, TEXAS
2017-18 BUDGET



CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

COMPUTATION OF DEBT MARGIN

Classification	2015-16 Actual (1)	2016-17 Budget (3)	2016-17 Estimate (2)	2017-18 Budget (3)
Net Taxable Value	\$1,819,211,712	\$1,933,380,329	\$2,022,365,405	\$2,199,121,566
Plus exempt property	120,523,153	105,872,059	106,079,413	108,428,465
Total Assessed Value	1,939,734,865	2,039,252,388	2,128,444,818	2,307,550,031
TEN PERCENT OF TOTAL ASSESSED VALUE - NOTE A	193,973,487	203,925,239	212,844,482	230,755,003
Less net bonded debt:				
Total bonded debt outstanding	64,714,000	72,714,000	72,714,000	77,413,000
Less assets in debt service funds	5,028,225	4,990,530	4,990,530	5,210,490
NET BONDED DEBT	59,685,775	67,723,470	67,723,470	72,202,510
DEBT MARGIN	\$134,287,712	\$136,201,769	\$145,121,012	\$158,552,493

Note A -

No statutory debt limit is imposed by either State law or City Charter. However, the City's Financial Goals and Objectives Policy limits debt to ten percent (10%) of the assessed value of taxable property.

(1) - Value as of September 30, 2016

(2) - Value as of September 30, 2017

(3) - Certified Values

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

COMPUTATION OF DIRECT AND OVERLAPPING DEBT

Taxing Entity	Gross Debt Outstanding	Percentage Applicable to City of Rosenberg	City of Rosenberg's Share of Debt
Fort Bend County	\$ 523,195,000	3.63%	\$ 18,991,979
Lamar Consolidated Independent School District	719,995,000	16.89%	121,607,156
Fort Bend Municipal Utility District No. 94	5,255,000	100%	5,255,000
Fort Bend Municipal Utility District No. 144	10,905,000	97.79%	10,664,000
Fort Bend Municipal Utility District No. 148	4,910,000	100%	4,910,000
Fort Bend Municipal Utility District No. 152	8,505,000	1.32%	112,266
Fort Bend Municipal Utility District No. 159	4,975,000	100%	4,975,000
Fort Bend Municipal Utility District No. 167	25,265,000	100%	25,265,000
TOTAL OVERLAPPING DEBT			<u>\$ 191,780,401</u>
TOTAL OVERLAPPING DEBT PER CAPITA			\$ 5,117.42
City of Rosenberg	77,413,000	100%	<u>\$ 77,413,000</u>
TOTAL DIRECT DEBT PER CAPITA			\$ 22,270.71
COMBINED DIRECT AND TOTAL OVERLAPPING DEBT			<u><u>\$ 269,193,401</u></u>
COMBINED DIRECT AND OVERLAPPING DEBT PER CAPITA			\$ 7,183.09

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Total General Obligation Debt

Fiscal Year	Principal Due	Total Interest	Total Principal & Interest
2018	5,240,000	2,248,578	7,488,578
2019	5,240,000	2,179,832	7,419,832
2020	5,380,000	2,030,189	7,410,189
2021	5,170,000	1,881,128	7,051,128
2022	4,980,000	1,737,567	6,717,567
2023	5,110,000	1,588,555	6,698,555
2024	5,045,000	1,434,562	6,479,562
2025	5,065,000	1,276,824	6,341,824
2026	5,225,000	1,110,495	6,335,495
2027	5,395,000	940,727	6,335,727
2028	4,950,000	776,664	5,726,664
2029	4,335,000	628,039	4,963,039
2030	4,020,000	496,079	4,516,079
2031	3,150,000	388,241	3,538,241
2032	3,235,000	295,898	3,530,898
2033	2,890,000	207,081	3,097,081
2034	2,365,000	130,839	2,495,839
2035	1,780,000	72,340	1,852,340
2036	1,185,000	33,423	1,218,423
2037	615,000	9,225	624,225
Total	\$80,375,000	\$19,466,285	\$99,841,285

NOTE: The adopted budget was prepared based on refunding the Certificates of Obligation, Series 2008 and Series 2008A and advanced refunding the Certificates of Obligation, Series 2009 and General Obligation and Refunding Bonds, Series 2009. After approval of the budget City Council authorized the issuance of new debt - Certificates of Obligation, Series 2017. The General Obligation Debt Schedule and the individual debt schedules have been updated based on this change. Therefore, the principal and interest amounts for 2018 and the RDC and Water/Wastewater portions for FY2018 do not match the FY18 budgeted amounts in the adopted budget.

RDC Portion - Fiscal Year 2018			Water/Wastewater Portion - Fiscal Year 2018		
Total Principal	Total Interest	Total Principal & Interest	Total Principal	Total Interest	Total Principal & Interest
\$ 672,840	\$ 147,959	\$ 820,799	\$ 1,599,930	\$ 787,663	\$ 2,387,593
		C \$ (113,000)			D -
		\$ 707,799			\$ 2,387,593

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2008**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	285,000	75,856	70,869	146,725	431,725
2019	300,000	70,869	65,544	136,413	436,413
2020	315,000	65,544	59,874	125,418	440,418
2021	325,000	59,874	53,943	113,817	438,817
2022	345,000	53,943	47,560	101,503	446,503
2023	360,000	47,560	40,810	88,370	448,370
2024	380,000	40,810	33,685	74,495	454,495
2025	400,000	33,685	26,085	59,770	459,770
2026	420,000	26,085	18,000	44,085	464,085
2027	440,000	18,000	9,200	27,200	467,200
2028	460,000	9200	-	9,200	469,200
Total	\$ 4,030,000	\$ 501,426	\$ 425,570	\$ 926,996	\$ 4,956,996

Total amount authorized: \$6,080,000
Ordinance # 2008-10

Interest Rates:	Year of Maturity	Interest Rate	Year of Maturity	Interest Rate
	2018	3.50%	2022	3.70%
	2019	3.55%	2023-2024	3.75%
	2020	3.60%	2025	3.80%
	2021	3.65%	2026	3.85%
	2021	3.65%	2027-2028	4.00%

RDC Portion - Fiscal Year 2018			Water/Wastewater Portion - Fiscal Year 2018		
Total Principal	Total Interest	Total Principal & Interest	Total Principal	Total Interest	Total Principal & Interest
\$ 120,000	\$ 59,990	\$ 179,990	\$ 165,000	\$ 86,735	\$ 251,735

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2008A**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	80,000	29,321	27,621	56,943	136,943
2019	85,000	27,621	25,815	53,436	138,436
2020	90,000	25,815	23,835	49,650	139,650
2021	95,000	23,835	21,745	45,580	140,580
2022	95,000	21,745	19,655	41,400	136,400
2023	100,000	19,655	17,343	36,998	136,998
2024	105,000	17,343	14,914	32,257	137,257
2025	115,000	14,914	12,255	27,169	142,169
2026	120,000	12,255	9,480	21,735	141,735
2027	125,000	9,480	6,480	15,960	140,960
2028	130,000	6,480	3,360	9,840	139,840
2029	140,000	3,360	-	3,360	143,360
Total	\$ 1,280,000	\$ 211,824	\$ 182,503	\$ 394,328	\$ 1,674,328

Total amount authorized: \$1,800,000
Ordinance # 2008-42

Interest Rates:	Year of Maturity	Interest Rate
	2018-2019	4.25%
	2020-2022	4.40%
	2023-2026	4.63%
	2026-2029	4.80%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2009**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	75,000	23,119	21,619	44,738	119,738
2019	80,000	21,619	20,019	41,638	121,638
2020	80,000	20,019	18,419	38,438	118,438
2021	80,000	18,419	16,819	35,238	115,238
2022	85,000	16,819	15,119	31,938	116,938
2023	85,000	15,119	13,313	28,431	113,431
2024	90,000	13,313	11,400	24,713	114,713
2025	90,000	11,400	9,263	20,663	110,663
2026	95,000	9,263	7,006	16,269	111,269
2027	95,000	7,006	4,750	11,756	106,756
2028	100,000	4,750	2,375	7,125	107,125
2029	100,000	2,375	-	2,375	102,375
Total	\$ 1,055,000	\$ 163,219	\$ 140,100	\$ 303,319	\$ 1,358,319

Total amount authorized: \$1,670,000
Ordinance # 2009-13

Interest Rates:	Year of Maturity	Interest Rate
	2017-2022	4.00%
	2023-2024	4.25%
	2025-2029	4.75%

RDC Portion - Fiscal Year 2018			Water/Wastewater Portion - Fiscal Year 2018		
Total Principal	Total Interest	Total Principal & Interest	Total Principal	Total Interest	Total Principal & Interest
\$ 37,500	\$ 22,369	\$ 59,869	\$ 37,500	\$ 22,369	\$ 59,869

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation and Refunding Bonds
Series 2009**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	205,000	52,776	48,420	101,196	306,196
2019	205,000	48,420	44,064	92,484	297,484
2020	205,000	44,064	39,964	84,028	289,028
2021	205,000	39,964	35,864	75,828	280,828
2022	205,000	35,864	31,636	67,499	272,499
2023	205,000	31,636	27,408	59,043	264,043
2024	205,000	27,408	23,000	50,408	255,408
2025	200,000	23,000	18,700	41,700	241,700
2026	200,000	18,700	14,100	32,800	232,800
2027	200,000	14,100	9,500	23,600	223,600
2028	200,000	9,500	4,750	14,250	214,250
2029	200,000	4,750	-	4,750	204,750
Total	\$ 2,435,000	\$ 350,181	\$ 297,404	\$ 647,585	\$ 3,082,585

Total amount authorized: \$9,170,000
Ordinance # 2009-11 and 2009-12

Interest Rates:	Year of Maturity	Interest Rate
	2013-2019	4.25%
	2020-2021	4.00%
	2022-2023	4.13%
	2024-2025	4.30%
	2026-2027	4.60%
	2028-2029	4.75%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation Bonds
Series 2010**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	110,000	40,309	38,109	78,419	188,419
2019	120,000	38,109	35,709	73,819	193,819
2020	125,000	35,709	33,209	68,919	193,919
2021	130,000	33,209	30,609	63,819	193,819
2022	135,000	30,609	27,909	58,519	193,519
2023	145,000	27,909	25,009	52,919	197,919
2024	150,000	25,009	22,009	47,019	197,019
2025	155,000	22,009	18,909	40,919	195,919
2026	165,000	18,909	15,609	34,519	199,519
2027	175,000	15,609	12,000	27,609	202,609
2028	180,000	12,000	8,288	20,288	200,288
2029	190,000	8,288	4,250	12,538	202,538
2030	200,000	4,250	-	4,250	204,250
Total	\$ 1,980,000	\$ 311,931	\$ 271,622	\$ 583,553	\$ 2,563,553

Total amount authorized: \$2,635,000

Ordinance # 2010-04

Interest Rates:	Year of Maturity	Interest Rate
	2013-2026	4.00%
	2027-2028	4.13%
	2029-2030	4.25%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2010A**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	120,000	41,581	39,481	81,063	201,063
2019	125,000	39,481	37,294	76,775	201,775
2020	130,000	37,294	35,019	72,313	202,313
2021	140,000	35,019	32,219	67,238	207,238
2022	145,000	32,219	29,319	61,538	206,538
2023	150,000	29,319	26,319	55,638	205,638
2024	155,000	26,319	23,219	49,538	204,538
2025	170,000	23,219	19,819	43,038	213,038
2026	175,000	19,819	16,319	36,138	211,138
2027	185,000	16,319	12,619	28,938	213,938
2028	190,000	12,619	8,819	21,438	211,438
2029	200,000	8,819	4,569	13,388	213,388
2030	215,000	4,569	-	4,569	219,569
Total	\$ 2,100,000	\$ 326,594	\$ 285,013	\$ 611,606	\$ 2,711,606

Total amount authorized: \$2,800,000
Ordinance # 2010-06

Interest Rates:	Year of Maturity	Interest Rate
	2018-2020	3.50%
	2021-2028	4.00%
	2029-2030	4.25%

RDC Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 12,840	\$ 8,674	\$ 21,514

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2010B**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	345,000	91,195	87,055	178,250	523,250
2019	355,000	87,055	82,529	169,584	524,584
2020	365,000	82,529	77,510	160,039	525,039
2021	375,000	77,510	71,885	149,395	524,395
2022	390,000	71,885	65,840	137,725	527,725
2023	400,000	65,840	59,340	125,180	525,180
2024	415,000	59,340	52,389	111,729	526,729
2025	430,000	52,389	45,079	97,468	527,468
2026	445,000	45,079	37,291	82,370	527,370
2027	465,000	37,291	28,805	66,096	531,096
2028	485,000	28,805	19,833	48,638	533,638
2029	505,000	19,833	10,238	30,070	535,070
2030	525,000	10,238	-	10,238	535,238
Total	\$ 5,500,000	\$ 728,988	\$ 637,793	\$ 1,366,780	\$ 6,866,780

Total amount authorized: \$7,730,000
Ordinance # 2010-24

Interest Rates:	Year of Maturity	Interest Rate
	2017-2018	2.40%
	2019	2.55%
	2020	2.75%
	2021	3.00%
	2022	3.10%
	2023	3.25%
	2034	3.35%
	2025	3.40%
	2026	3.50%
	2027	3.65%
	2028	3.70%
	2029	3.80%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2010C**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	300,000	12,425	8,475	21,100	321,100
2019	310,000	8,675	4,800	13,475	323,475
2020	320,000	4,800	-	4,800	324,800
Total	\$ 930,000	\$ 25,900	\$ 13,275	\$ 39,375	\$ 969,375

Total amount authorized: \$2,775,000
Ordinance # 2010-25

Interest Rates:	Year of Maturity	Interest Rate
	2017-2018	2.40%
	2019	2.55%
	2020	2.75%

RDC Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 300,000	\$ 21,100	\$ 321,100

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation Refunding Bonds
Series 2011**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	460,000	25,200	18,300	43,500	503,500
2019	290,000	18,300	12,500	30,800	320,800
2020	305,000	12,500	6,400	18,900	323,900
2021	320,000	6,400		6,400	326,400
Total	\$ 1,375,000	\$ 62,400	\$ 37,200	\$ 99,600	\$ 1,474,600

Total amount authorized: \$4,860,000
Ordinance # 2011-09

Interest Rates:	Year of Maturity	Interest Rate
	2014-2018	3.00%
	2019-2021	4.00%

RDC Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 105,000	\$ 23,573	\$ 128,573

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2012**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	430,000	89,064	84,764	173,828	603,828
2019	430,000	84,764	80,464	165,228	595,228
2020	430,000	80,464	75,089	155,553	585,553
2021	430,000	75,089	69,714	144,803	574,803
2022	430,000	69,714	64,339	134,053	564,053
2023	430,000	64,339	58,964	123,303	553,303
2024	430,000	58,964	52,514	111,478	541,478
2025	430,000	52,514	46,064	98,578	528,578
2026	430,000	46,064	39,614	85,678	515,678
2027	430,000	39,614	33,164	72,778	502,778
2028	430,000	33,164	26,714	59,878	489,878
2029	430,000	26,714	20,264	46,978	476,978
2030	430,000	20,264	13,814	34,078	464,078
2031	430,000	13,814	7,095	20,909	450,909
2032	430,000	7,095	-	7,095	437,095
Total	\$ 6,450,000	\$ 761,638	\$ 672,574	\$ 1,434,211	\$ 7,884,211

Total amount authorized: \$8,600,000

Ordinance # 2012-14

Interest Rates:	Year of Maturity	Interest Rate
	2013-2019	2.00%
	2020-2023	2.50%
	2024-2030	3.00%
	2031	3.13%
	2032	3.30%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 215,000	\$ 86,914	\$ 301,914

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2012A**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	115,000	10,525	9,375	19,900	134,900
2019	120,000	9,375	7,575	16,950	136,950
2020	120,000	7,575	5,775	13,350	133,350
2021	125,000	5,775	3,900	9,675	134,675
2022	130,000	3,900	1,950	5,850	135,850
2023	130,000	1,950	-	1,950	131,950
Total	\$ 740,000	\$ 39,100	\$ 28,575	\$ 67,675	\$ 807,675

Total amount authorized: \$1,185,000
Ordinance # 2012-37

Interest Rates:	Year of Maturity	Interest Rate
	2014-2018	2.00%
	2019-2021	3.00%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation Refunding Bonds
Series 2012**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	150,000	10,175	8,675	18,850	168,850
2019	145,000	8,675	7,225	15,900	160,900
2020	145,000	7,225	5,775	13,000	158,000
2021	135,000	5,775	4,425	10,200	145,200
2022	130,000	4,425	3,125	7,550	137,550
2023	125,000	3,125	1,563	4,688	129,688
2024	125,000	1,563	-	1,563	126,563
Total	\$ 955,000	\$ 40,963	\$ 30,788	\$ 71,750	\$ 1,026,750

Total amount authorized: \$1,575,000
Ordinance #2012-36

Interest Rates:	Year of Maturity	Interest Rate
	2014-2020	2.00%

RDC Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 97,500	\$ 12,253	\$ 109,753

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2013**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	375,000	86,713	82,963	169,675	544,675
2019	385,000	82,963	79,113	162,075	547,075
2020	400,000	79,113	75,113	154,225	554,225
2021	410,000	75,113	71,013	146,125	556,125
2022	425,000	71,013	66,763	137,775	562,775
2023	435,000	66,763	62,413	129,175	564,175
2024	450,000	62,413	57,350	119,763	569,763
2025	465,000	57,350	52,119	109,469	574,469
2026	480,000	52,119	46,719	98,838	578,838
2027	490,000	46,719	41,206	87,925	577,925
2028	505,000	41,206	35,525	76,731	581,731
2029	525,000	35,525	29,356	64,881	589,881
2030	540,000	29,356	22,741	52,098	592,098
2031	555,000	22,741	15,665	38,406	593,406
2032	570,000	15,665	8,113	23,778	593,778
2033	590,000	8,113	-	8,113	598,113
Total	\$ 7,600,000	\$ 832,881	\$ 746,169	\$ 1,579,050	\$ 9,179,050

Total amount authorized: \$9,000,000

Ordinance # 2013-01

Interest Rates:	Year of Maturity	Interest Rate
	2014-2023	2.00%
	2024-2028	2.25%
	2029	2.35%
	2030	2.45%
	2031-2033	2.55-2.75%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 108,750	\$ 49,206	\$ 157,956

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2013A**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	65,000	3,888	3,264	7,152	72,152
2019	65,000	3,264	2,640	5,904	70,904
2020	65,000	2,640	2,016	4,656	69,656
2021	70,000	2,016	1,344	3,360	73,360
2022	70,000	1,344	672	2,016	72,016
2023	70,000	672	-	672	70,672
Total	\$ 405,000	\$ 13,824	\$ 9,936	\$ 23,760	\$ 428,760

Total amount authorized: \$650,000
Ordinance # 2013-16

Interest Rates:	Year of Maturity	Interest Rate
	2014-2023	2.00%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation Bonds
Series 2014**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	80,000	22,925	21,725	44,650	124,650
2019	80,000	21,725	20,525	42,250	122,250
2020	80,000	20,525	19,325	39,850	119,850
2021	80,000	19,325	17,925	37,250	117,250
2022	80,000	17,925	16,525	34,450	114,450
2023	80,000	16,525	15,125	31,650	111,650
2024	80,000	15,125	13,925	29,050	109,050
2025	80,000	13,925	12,725	26,650	106,650
2026	80,000	12,725	11,525	24,250	104,250
2027	80,000	11,525	10,125	21,650	101,650
2028	75,000	10,125	8,813	18,938	93,938
2029	75,000	8,813	7,500	16,313	91,313
2030	75,000	7,500	6,000	13,500	88,500
2031	75,000	6,000	4,500	10,500	85,500
2032	75,000	4,500	3,000	7,500	82,500
2033	75,000	3,000	1,500	4,500	79,500
2034	75,000	1,500	-	1,500	76,500
Total	\$ 1,325,000	\$ 213,688	\$ 190,763	\$ 404,450	\$ 1,729,450

Total amount authorized: \$1,565,000

Ordinance # 2014-02

Interest Rates:	Year of Maturity	Interest Rate
	2015-2020	3.00%
	2021-2023	3.50%
	2024-2026	3.00%
	2027-2029	3.50%
	2030-2034	4.00%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2014**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	195,000	66,406	63,481	129,888	324,888
2019	200,000	63,481	61,481	124,963	324,963
2020	205,000	61,481	59,431	120,913	325,913
2021	210,000	59,431	56,806	116,238	326,238
2022	220,000	56,806	54,056	110,863	330,863
2023	225,000	54,056	51,244	105,300	330,300
2024	235,000	51,244	48,306	99,550	334,550
2025	240,000	48,306	45,006	93,313	333,313
2026	250,000	45,006	41,256	86,263	336,263
2027	265,000	41,256	37,281	78,538	343,538
2028	275,000	37,281	33,156	70,438	345,438
2029	285,000	33,156	28,525	61,681	346,681
2030	300,000	28,525	23,275	51,800	351,800
2031	310,000	23,275	17,850	41,125	351,125
2032	325,000	17,850	12,163	30,013	355,013
2033	340,000	12,163	6,213	18,375	358,375
2034	355,000	6,213	-	6,213	361,213
Total	\$ 4,435,000	\$ 705,938	\$ 639,531	\$ 1,345,469	\$ 5,780,469

Total amount authorized: \$5,000,000

Ordinance # 2014-22

Interest Rates:	Year of Maturity	Interest Rate
	2015-2018	3.00%
	2019-2020	2.00%
	2021-2024	2.50%
	2025	2.75%
	2026-2034	3.00%-3.50%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 195,000	\$ 129,888	\$ 324,888

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2014A**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	\$120,000	45,925	43,525	89,450	209,450
2019	\$125,000	43,525	41,025	84,550	209,550
2020	\$130,000	41,025	38,425	79,450	209,450
2021	\$130,000	38,425	35,825	74,250	204,250
2022	\$135,000	35,825	33,125	68,950	203,950
2023	\$140,000	33,125	30,675	63,800	203,800
2024	\$145,000	30,675	28,138	58,813	203,813
2025	\$145,000	28,138	25,963	54,100	199,100
2026	\$155,000	25,963	23,638	49,600	204,600
2027	\$160,000	23,638	21,238	44,875	204,875
2028	\$165,000	21,238	18,763	40,000	205,000
2029	\$170,000	18,763	16,000	34,763	204,763
2030	\$175,000	16,000	13,156	29,156	204,156
2031	\$180,000	13,156	10,119	23,275	203,275
2032	\$190,000	10,119	6,913	17,031	207,031
2033	\$195,000	6,913	3,500	10,413	205,413
2034	\$200,000	3,500	-	3,500	203,500
Total	\$ 2,660,000	\$ 435,950	\$ 390,025	\$ 825,975	\$ 3,485,975

Total amount authorized: \$3,000,000

Ordinance # 2014-41

Interest Rates:	Year of Maturity	Interest Rate
	2015-2022	4.00%
	2023-2024	3.50%
	2025-2028	3.00%
	2029-2030	3.25%
	2031-2032	3.375%
	2033-2034	3.50%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2015**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	\$405,000	116,106	112,056	228,163	633,163
2019	\$415,000	112,056	107,906	219,963	634,963
2020	\$425,000	107,906	103,656	211,563	636,563
2021	\$430,000	103,656	99,356	203,013	633,013
2022	\$440,000	99,356	94,956	194,313	634,313
2023	\$450,000	94,956	90,456	185,413	635,413
2024	\$460,000	90,456	84,706	175,163	635,163
2025	\$470,000	84,706	78,831	163,538	633,538
2026	\$485,000	78,831	72,769	151,600	636,600
2027	\$495,000	72,769	66,581	139,350	634,350
2028	\$510,000	66,581	59,569	126,150	636,150
2029	\$525,000	59,569	52,350	111,919	636,919
2030	\$540,000	52,350	44,250	96,600	636,600
2031	\$555,000	44,250	35,925	80,175	635,175
2032	\$570,000	35,925	27,375	63,300	633,300
2033	\$590,000	27,375	18,525	45,900	635,900
2034	\$610,000	18,525	9,375	27,900	637,900
2035	\$625,000	9,375	-	9,375	634,375
Total	\$ 9,000,000	\$ 1,274,750	\$ 1,158,644	\$ 2,433,394	\$ 11,433,394

Total amount authorized: \$9,760,000

Ordinance # 2015-33

Interest Rates:	Year of Maturity	Interest Rate
	2016-2023	2.00%
	2024-2027	2.50%
	2028-2029	2.75%
	2030-2035	3.00%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 125,550	\$ 70,730	\$ 196,280

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligations
Series 2016**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	\$410,000	95,326	91,226	186,553	596,553
2019	\$420,000	91,226	87,026	178,253	598,253
2020	\$430,000	87,026	82,726	169,753	599,753
2021	\$435,000	82,726	78,376	161,103	596,103
2022	\$445,000	78,376	73,926	152,303	597,303
2023	\$455,000	73,926	69,376	143,303	598,303
2024	\$465,000	69,376	64,726	134,103	599,103
2025	\$475,000	64,726	59,976	124,703	599,703
2026	\$480,000	59,976	55,176	115,153	595,153
2027	\$490,000	55,176	50,276	105,453	595,453
2028	\$500,000	50,276	45,151	95,428	595,428
2029	\$510,000	45,151	39,924	85,075	595,075
2030	\$525,000	39,924	34,543	74,466	599,466
2031	\$535,000	34,543	29,059	63,601	598,601
2032	\$545,000	29,059	23,473	52,531	597,531
2033	\$555,000	23,473	17,784	41,256	596,256
2034	\$565,000	17,784	11,993	29,776	594,776
2035	\$580,000	11,993	6,048	18,040	598,040
2036	\$590,000	6,048	-	6,048	596,048
Total	\$ 9,410,000	\$ 1,016,111	\$ 920,785	\$ 1,936,896	\$ 11,346,896

Total amount authorized: \$9,825,000
Ordinance # 2016-30

Interest Rates:	Year of Maturity	Interest Rate
	2017-2027	2.00%
	2028-2036	2.05%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 123,000	\$ 55,966	\$ 178,966

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**General Obligation Refunding Bonds
Series 2017**

Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	610,000	119,000	109,850	228,850	838,850
2019	630,000	109,850	100,400	210,250	840,250
2020	645,000	100,400	90,725	191,125	836,125
2021	665,000	90,725	84,075	174,800	839,800
2022	685,000	84,075	73,800	157,875	842,875
2023	720,000	73,800	59,400	133,200	853,200
2024	740,000	59,400	48,300	107,700	847,700
2025	770,000	48,300	32,900	81,200	851,200
2026	805,000	32,900	16,800	49,700	854,700
2027	845,000	16,800	4,125	20,925	865,925
2028	275,000	4,125	-	4,125	279,125
Total	\$ 7,390,000	\$ 739,375	\$ 620,375	\$ 1,359,750	\$ 8,749,750

Total amount authorized: \$7,390,000
Ordinance #2016-35

Interest Rates:	Year of Maturity	Interest Rate
	2018-2028	2.00%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 453,230	\$ 170,036	\$ 623,266

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Tax and Revenue Certificates of Obligation
Series 2017**

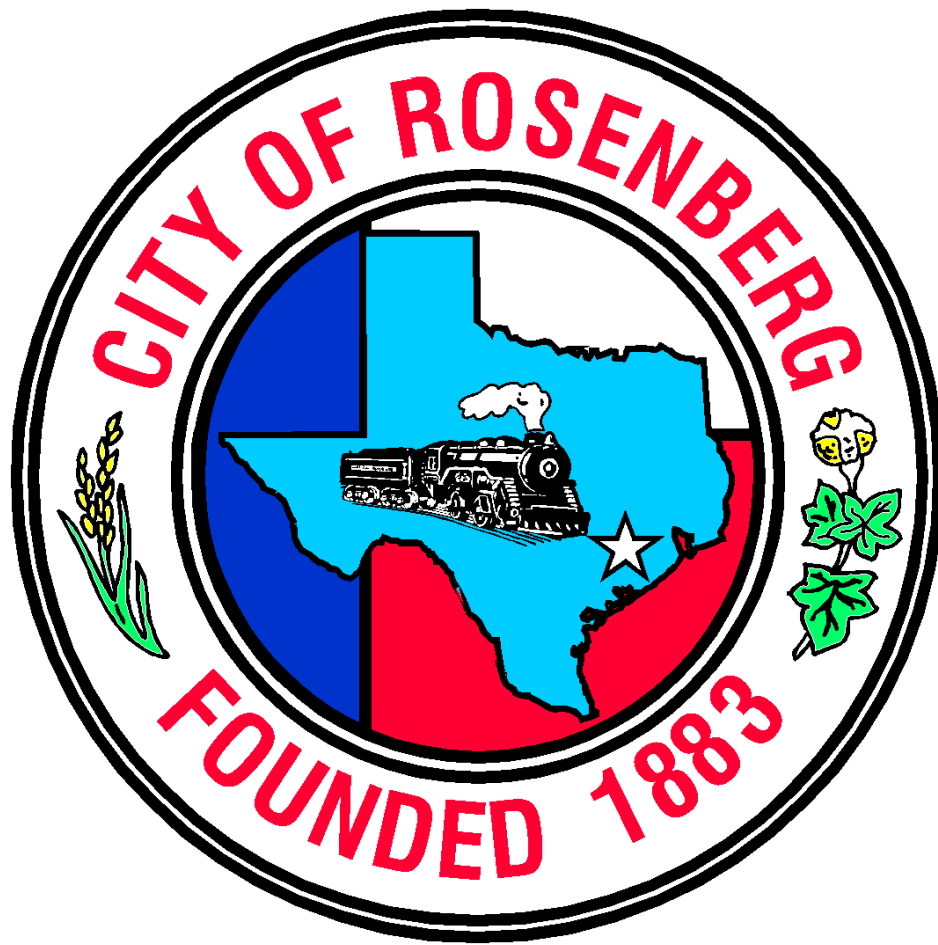
Fiscal Year	Principal Due 03/01	Interest Due 03/01	Interest Due 09/01	Total Interest	Total Principal & Interest
2018	305,000	64,463	135,225	199,688	504,688
2019	355,000	135,225	129,900	265,125	620,125
2020	370,000	129,900	124,350	254,250	624,250
2021	380,000	124,350	118,650	243,000	623,000
2022	390,000	118,650	112,800	231,450	621,450
2023	405,000	112,800	106,725	219,525	624,525
2024	415,000	106,725	100,500	207,225	622,225
2025	430,000	100,500	94,050	194,550	624,550
2026	440,000	94,050	87,450	181,500	621,500
2027	455,000	87,450	80,625	168,075	623,075
2028	470,000	80,625	73,575	154,200	624,200
2029	480,000	73,575	66,375	139,950	619,950
2030	495,000	66,375	58,950	125,325	620,325
2031	510,000	58,950	51,300	110,250	620,250
2032	530,000	51,300	43,350	94,650	624,650
2033	545,000	43,350	35,175	78,525	623,525
2034	560,000	35,175	26,775	61,950	621,950
2035	575,000	26,775	18,150	44,925	619,925
2036	595,000	18,150	9,225	27,375	622,375
2037	615,000	9,225	-	9,225	624,225
Total	\$ 9,320,000	\$ 1,537,613	\$ 1,473,150	\$ 3,010,763	\$ 12,330,763

Total amount authorized: \$9,320,000
Ordinance #2017-30

Interest Rates:	Year of Maturity	Interest Rate
	2018-2028	1.12-2.25%
	2029-2037	2.80%

Water/Wastewater Portion - Fiscal Year 2018

Total Principal	Total Interest	Total Principal & Interest
\$ 176,900	\$ 115,819	\$ 292,719



A photograph of a model train display. In the background is a two-story building with a sign that reads "ROSENBERG". The building has a brown roof and light-colored siding with arched windows. In the foreground, a model train is on tracks. The train consists of a white locomotive with a red roof and a yellow and red passenger car. The locomotive has a colorful logo on its side. The passenger car is yellow with red accents and a white star. The train is on a track made of gravel and wooden ties. The sky is blue with white clouds.

CAPITAL PROJECT FUNDS

- Combined Statement
- Seabourne Creek Capacity Fund
- General Supplemental Fund
- 2007, 2009, 2010, and 2014 General Obligation Fund
- 2015 Certificates of Obligation Fund
- 2016 Certificates of Obligation Fund
- Spacek Road County Mobility Project Fund
- Bryan Road County Mobility Project Fund

CAPITAL PROJECT FUNDS

OCT 1, 2017 - SEP 30, 2018

CAPITAL PROJECT FUNDS

Capital project funds are used to account for the acquisition and construction of major capital projects and facilities, other than those projects and facilities financed by other funds. These funds are presented as project-based budgets, rather than fiscal year budgets, since some projects may exceed one fiscal year. Accordingly, these funds are not included in the summary budget totals, but are presented for disclosure purposes only.

Seabourne Creek Capacity Fund (401) - This fund is used to account for revenues derived from permit fees for drainage capacity in the Seabourne Creek watershed. Revenues are restricted for drainage improvements to the Seabourne Creek watersheds.

General Supplemental Fund (410) – This fund is used to account for the one-time supplemental requests and improvements that are to be funded by the General Fund.

2007, 2009, 2010 & 2014 General Obligation Fund (415) – This fund is used to account for the renovation of the Communications Center, park improvements, and construction of sidewalks, park restrooms, Seaborne Creek Park Sports facility, streets, and drainage. Airport Avenue Phase II, Bryan Road, and Avenue H and Avenue Utility Adjustments.

2015 Certificates of Obligation Fund (425) – This fund is used to account for improvements to Old Richmond Rd/Avenue F, Chloramine Conversion Project, Water Plant No. 8, Lift Station No. 2 replacement and the Sanitary Sewer Pipe Bursting Project.

2016 Certificates of Obligation Fund (426) – This fund is used to account for improvements to Bryan Road, Spacek Road, and Sanitary Sewer Pipe Bursting Project.

Spacek Rd County Mobility Project Fund (431) – This fund is used to account for the Spacek Road County Mobility Project.

Bryan Rd County Mobility Project Fund (433) – This fund is used to account for the Bryan Road County Mobility Project.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CAPITAL PROJECT FUNDS COMBINED STATEMENT

Description	Prior Years Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
<u>RESOURCES:</u>				
Beginning balance	\$ 1,818,933	\$ 10,670,618	\$ 10,675,788	\$ 11,711,367
Revenues & transfers in	28,502,426	10,904,240	10,951,232	6,770,392
TOTAL FUNDS AVAILABLE	<u>\$ 30,321,359</u>	<u>\$ 21,574,858</u>	<u>\$ 21,627,021</u>	<u>\$ 18,481,759</u>
<u>USES/DEDUCTIONS:</u>				
Expenditures & transfers out	\$ 19,645,602	\$ 12,441,088	\$ 9,915,654	\$ 7,425,530
<u>ENDING FUND BALANCE</u>	<u>10,675,757</u>	<u>9,133,770</u>	<u>11,711,367</u>	<u>11,056,229</u>
<u>FUND TOTAL</u>	<u>\$ 30,321,359</u>	<u>\$ 21,574,858</u>	<u>\$ 21,627,021</u>	<u>\$ 18,481,759</u>
	8,856,824	(1,536,848)	1,035,578	(655,138)

~ SOURCES AND USES OF FUNDS ~

<u>SOURCE OF FUNDS:</u>				
Contributions - Developer	\$ -	\$ -	\$ -	\$ -
Detention Capacity Fees	7,558	-	-	-
Interest earnings	223,326	2,000	48,992	2,000
Intergovernmental Revenue - Fort Bend County	504,578	-	-	6,768,392
Intergovernmental Revenue - Other Gov Entities	151,725	-	-	-
Miscellaneous Revenues	-	-	-	-
Premiums on Bonds Sold	259,741	174,625	174,625	-
Proceeds from Debt Issuance	26,844,797	9,825,000	9,825,000	-
Transfer from General Fund	379,940	902,615	902,615	-
Transfer from 2012 CO	130,761	-	-	-
TOTAL SOURCES OF FUNDS	<u>\$ 28,502,426</u>	<u>\$ 10,904,240</u>	<u>\$ 10,951,232</u>	<u>\$ 6,770,392</u>

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CAPITAL PROJECT FUNDS COMBINED STATEMENT

Description	Prior Years Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
<u>USE OF FUNDS:</u>				
Maintenance and Services	\$ 57,327	\$ -	\$ 5,000	\$ -
	57,327	0	5,000	-
Capital Improvements:				
Bamore Road Upgrade (CP0703)	2,697,268	-	-	-
Bamore Road Phase III (CP1211)	100,000	-	-	-
Bathrooms @ Parks	613,230	-	-	-
Blume Road Improvements (CP0908)	432,844	-	-	-
Bryan Road (CP1103)	-	-	-	5,800,000
Chloramine Conversion (CP1513)	238,545	261,455	261,455	(A)
Cost of Issuance/Other	455,638	121,945	121,945	-
Downtown Sidewalk	215,481	-	-	-
Dry Creek Drainage (CP0602)	611,798	-	-	-
Dry Creek Drainage (CP1405)	641,732	918,282	918,282	(A)
Emergency Communications	432,021	-	-	-
General Supplemental Capital Outlay	534,323	2,504,885	1,599,980	-
Inspections	59,423	-	-	-
Lift Station No. 2 Replacement (CP1515)	-	660,000	660,000	(A)
Old Richmond Road (CP1305)	572,537	1,527,463	1,527,463	(A)
Park Improvements	295,837	-	-	-
Refunding of Debt	5,265,355	-	-	-
Sanitary Sewer Pipe Bursting Phase II (CP1514)	761,769	1,662,231	1,662,231	(A)
School Sidewalks	215,924	-	-	-
Seabourne Creek Drainage Phase II (CP9813)	1,845,876	-	-	-
Seabourne Creek Park Sport Facility	2,552,639	-	-	-
Sewer Infiltration (CP1309)	-	-	-	-
Spacek Road Improvements Phase II (CP1212)	-	1,625,530	-	1,625,530
Spacek Road Improvements Phase III	-	-	-	-
Transfer to Debt Service Fund	5,333	-	-	-
Water Plant No 8 (CP1512)	1,040,703	3,159,298	3,159,298	(A)
	19,588,276	12,441,088	9,910,654	7,425,530
	\$ 19,645,602	\$ 12,441,088	\$ 9,915,654	\$ 7,425,530

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

SEABOURNE CREEK CAPACITY FUND

FUND: 401

Classification	2015-16 Actual	2016-17 Budget	Project Estimate	2017-18 Budget

FUND SUMMARY

RESOURCES:

Total beginning balance	\$ 6,742	\$ 8,364	\$ 13,534	\$ 13,534
Revenues & Transfers In	7,587	-	-	-
TOTAL FUNDS AVAILABLE	\$ 14,329	\$ 8,364	\$ 13,534	\$ 13,534

USES/DEDUCTIONS:

Expenditures & Transfers Out	\$ 795	\$ -	\$ -	\$ -

ENDING FUND BALANCE:

Total ending balance	13,534	8,364	13,534	13,534

FUND TOTAL	\$ 14,329	\$ 8,364	\$ 13,534	\$ 13,534

~ REVENUE & EXPENDITURE SUMMARY ~

REVENUES:

43270 Detention Capacity Fees	\$ 7,558	\$ -	\$ -	\$ -
45100 Interest Earnings	29	-	-	-
TOTAL REVENUES	\$ 7,587	\$ -	\$ -	\$ -

EXPENDITURES:

70 30 Seabourne Creek Drainage Phase II (CP9813)	\$ 795	\$ -	\$ -	\$ -
70 31 Seabourne Creek Drainage Phase III (CP1403)	-	-	-	-
TOTAL EXPENDITURES	\$ 795	\$ -	\$ -	\$ -

Budget Notes:

This fund receives revenue from Seabourne Creek Detention Fees paid by property owners. The Funds must be used to improve drainage along Seabourne Creek and the regional detention facility.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
General Supplemental	General Government	Capital Outlay	410-0000-550

PROGRAM DESCRIPTION:

The General Supplemental Fund is under the general direction of the Assistant City Manager. Revenues of the Fund consist primarily of contributions made by the City's General Fund as budgeted on an annual basis. This allows separate accounting for various one-time supplemental purchases that may extend beyond one fiscal year. When anticipated costs are under the original budget this fund can build a fund balance which may be used as needed to fund annually approved items that exceed the original budget appropriation.

FY2018 BUDGET NOTES:

Staff recommends the following appropriations for the FY2018 Budget:

a) Expenditures carried over from FY2017:

Payment Kiosk	\$ 25,000
Bamore Road Connector	210,000
Traffic Signal at Reading & Town Center Blvd (CP1503)	115,375
Avenue G Connector	400,000
Lane Drive Drainage Improvements	50,000
IT Network Infrastructure	<u>271,500</u>
Total:	\$1,071,875

b) No new expenditures for FY2018

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

GENERAL SUPPLEMENTAL FUND

FUND: 410

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
GENERAL SUPPLEMENTAL FUND					
Resources:					
Total Beginning Balance	\$ 1,812,191	\$ 24,994	\$ 1,606,094	\$ 1,606,094	\$ 905,729
Revenues and Transfers In	<u>385,551</u>	<u>904,615</u>	<u>904,615</u>	<u>904,615</u>	<u>2,000</u>
Total Funds Available	<u>2,197,742</u>	<u>929,609</u>	<u>2,510,709</u>	<u>2,510,709</u>	<u>907,729</u>
Uses/Deductions:					
Expenditures and Transfers Out	591,650	902,515	2,504,885	1,604,980	-
Ending Fund Balance:					
Total Ending Balance	1,606,094	27,094	5,824	905,729	907,729
Fund Total	<u>\$ 2,197,744</u>	<u>\$ 929,609</u>	<u>\$ 2,510,709</u>	<u>\$ 2,510,709</u>	<u>\$ 907,729</u>
 Net Revenues (Expenditures)	 (206,099)	 2,100	 (1,600,270)	 (700,365)	 2,000

(A)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

GENERAL SUPPLEMENTAL FUND

FUND: 410

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	5,611	2,000	2,000	2,000	2,000	
47130 Contributions - Developer	-	-	-	-	-	
48101 Transfer from General Fund	379,940	902,615	902,615	902,615	-	
TOTAL REVENUES	\$ 385,551	\$ 904,615	\$ 904,615	\$ 904,615	\$ 2,000	-99.8%
EXPENDITURES:						
Maintenance and Services	\$ 57,327	\$ -	\$ -	\$ 5,000	\$ -	
Subtotal	57,327	-	-	5,000	-	100.0%
Capital Outlay	534,323	902,515	2,504,885	1,599,980	-	
TOTAL EXPENDITURES	\$ 591,650	\$ 902,515	\$ 2,504,885	\$ 1,604,980	\$ -	-100.0%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
43 65 Comprehensive Plan Services	8,516	-	-	-	-	
43 90 Other Professional Services	21,500	-	-	-	-	
57 10 Other Contractual Services	5,146	-	-	5,000	-	
57 45 Business Assistance Grant	9,915	-	-	-	-	
63 15 Structure Repair and Maintenance	12,250	-	-	-	-	
Subtotal	57,327	-	-	5,000	-	100.0%
Capital Outlay:						
70 20 Buildings	140,384	-	-	-	-	
70 30 Improvements Other Than Buildings	12,260	-	-	-	-	
70 31 Traffic Signal at Reading & Town Ctr Blvd (CP1503)	-	-	115,375	115,375	(A)	
70 32 Improv - Avenue C Connector	34,095	-	904,905	-	-	
70 33 Improv - Bamore Rd Connector	-	16,675	210,000	210,000	(A)	
70 34 Improv - Railroad Quiet Zones	-	-	100,000	100,000	-	
70 36 Improv - Avenue G Connector	-	400,000	400,000	400,000	(A)	
70 38 Improv - Lane Drive Drainage	-	50,000	50,000	50,000	(A)	
70 40 Machinery and Equipment	278,908	313,000	330,265	330,265	-	
70 41 Computer Hardware/Software	11,206	-	-	-	-	
70 42 Motor Vehicles	57,471	122,840	122,840	122,840	-	
70 56 IT Network Infrastructure	-	-	271,500	271,500	(A)	
Subtotal	534,323	902,515	2,504,885	1,599,980	-	-100.0%
Total Expenditures	\$ 591,650	\$ 902,515	\$ 2,504,885	\$ 1,604,980	\$ -	-100.0%

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

2007, 2009, 2010 & 2014 GENERAL OBLIGATION FUND

FUND: 415

Classification	Project Budget	Prior Years Actual	2016-17 Budget	Project Estimate	2017-18 Budget
2007, 2009, 2010 & 2014 GENERAL OBLIGATION FUND SUMMARY					
<u>RESOURCES:</u>					
Beginning Balance	\$ -	\$ -	\$ 948,748	\$ 948,748	\$ 36,466
Revenues & Transfers In	17,134,954	17,302,852	-	6,000	-
TOTAL FUNDS AVAILABLE	\$ 17,134,954	\$ 17,302,852	\$ 948,748	\$ 954,748	\$ 36,466
<u>USES/DEDUCTIONS:</u>					
Expenditures & Transfers Out	\$ 17,134,954	\$ 16,354,104	\$ 918,282	\$ 918,282	\$ -
<u>ENDING FUND BALANCE:</u>					
Total Ending Balance	-	948,748	30,466	36,466	36,466
FUND TOTAL	\$ 17,134,954	\$ 17,302,852	\$ 948,748	\$ 954,748	\$ 36,466

~ SOURCES AND USES OF FUNDS ~

<u>SOURCE OF FUNDS:</u>					
45100 Interest earnings	\$ -	\$ 167,898	\$ -	\$ 6,000	\$ -
46900 Miscellaneous Revenue	-	-	-	-	-
474-1000 Proceeds from Debt Issuance	17,084,797	17,084,797	-	-	-
474-2000 Premiums On Bonds Sold	50,157	50,157	-	-	-
TOTAL SOURCES OF FUNDS	\$ 17,134,954	\$ 17,302,852	\$ -	\$ 6,000	\$ -

USE OF FUNDS:

Capital Improvements:					
Bamore Road Upgrade (CP0703)	\$ 2,697,268	\$ 2,697,268	\$ -	\$ -	\$ -
Bamore Road Phase III (CP1211)	100,000	100,000	-	-	-
Bathrooms at Parks	613,230	613,230	-	-	-
Blume Road Improvements (CP0908)	432,844	432,844	-	-	-
Downtown Sidewalk	215,481	215,481	-	-	-
Dry Creek Drainage (CP0602)	611,798	611,798	-	-	-
Dry Creek Drainage (CP1405)	1,592,764	641,732	918,282	918,282	(A)
Emergency Communications	432,021	432,021	-	-	-
Inspections	59,423	59,423	-	-	-
Park Improvements	295,837	295,837	-	-	-
School Sidewalks	215,924	215,924	-	-	-
Seabourne Creek Drainage Phase II (CP9813)	1,728,092	1,845,081	-	-	-
Seabourne Creek Park Sports Facility	2,552,639	2,552,639	-	-	-
Subtotal	(A) 11,547,321	10,713,278	918,282	918,282	-
Other Costs and Expenses:					
81 60 Cost of Issuance	322,278	370,138	-	-	-
90 20 Transfer to Debt Service	-	5,333	-	-	-
Refunding of Debt	5,265,355	5,265,355	-	-	-
Subtotal	5,587,633	5,640,826	-	-	-
TOTAL USE OF FUNDS	\$ 17,134,954	\$ 16,354,104	\$ 918,282	\$ 918,282	\$ -

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

2015 CERTIFICATES OF OBLIGATION

FUND: 425

Classification	Project Budget	Prior Years Actual	2016-17 Budget	Project Estimate	2017-18 Budget
2015 CERTIFICATES OF OBLIGATION FUND SUMMARY					
<u>RESOURCES:</u>					
Beginning Balance	\$ -	\$ -	\$ 7,448,768	\$ 7,448,768	\$ 219,314
Revenues & Transfers In	9,969,500	10,147,792	-	40,992	-
TOTAL FUNDS AVAILABLE	\$ 9,969,500	\$ 10,147,792	\$ 7,448,768	\$ 7,489,761	\$ 219,314
<u>USES/DEDUCTIONS:</u>					
Expenditures & Transfers Out	\$ 9,969,500	\$ 2,699,024	\$ 7,270,446	\$ 7,270,447	\$ -
<u>ENDING FUND BALANCE:</u>					
Total Ending Balance	\$ -	\$ 7,448,768	\$ 178,322	\$ 219,314	\$ 219,314
FUND TOTAL	\$ 9,969,500	\$ 10,147,792	\$ 7,448,768	\$ 7,489,761	\$ 219,314

~ SOURCES AND USES OF FUNDS ~

<u>SOURCE OF FUNDS:</u>					
45100 Interest Earnings	\$ -	\$ 47,448	\$ -	\$ 40,992	\$ -
47410 Proceeds from Debt Issuance	9,760,000	9,760,000	-	-	-
47420 Premiums on Bond Sale	209,500	209,584	-	-	-
48420 Transfer from CO2012 Bond Fund	-	130,761	-	-	-
TOTAL SOURCES OF FUNDS	\$ 9,969,500	\$ 10,147,792	\$ -	\$ 40,992	\$ -
<u>USE OF FUNDS:</u>					
Capital Improvements:					
70 31 Old Richmond Rd/Avenue F (CP1305)	\$ 2,100,000	\$ 572,537	\$ 1,527,463	\$ 1,527,463	(A)
70 32 Chloramine Conversion (CP1513)	500,000	238,545	261,455	261,455	(A)
70 33 Water Plant No. 8 (CP1512)	4,200,000	1,040,703	3,159,298	3,159,298	(A)
70 34 Lift Station No. 2 Replacement (CP1515)	660,000	-	660,000	660,000	(A)
70 35 Sanitary Sewer Pipe Bursting Phase II (CP1514)	2,424,000	761,769	1,662,231	1,662,231	(A)
Subtotal	9,884,000	2,613,554	7,270,446	7,270,447	-
Other Costs and Expenses:					
81 60 Issuance costs	85,500	85,470	-	-	-
95 01 Transfer to W/WW Fund	-	-	-	-	-
Subtotal	85,500	85,470	-	-	-
TOTAL USE OF FUNDS	\$ 9,969,500	\$ 2,699,024	\$ 7,270,446	\$ 7,270,447	\$ -

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

2016 CERTIFICATES OF OBLIGATION

FUND: 426

Classification	Project Budget	Prior Years Actual	2016-17 Budget	Project Estimate	2017-18 Budget
2016 CERTIFICATES OF OBLIGATION FUND SUMMARY					
<u>RESOURCES:</u>					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ 680
Revenues & Transfers In	-	-	9,999,625	9,999,625	-
TOTAL FUNDS AVAILABLE	\$ -	\$ -	\$ 9,999,625	\$ 9,999,625	\$ 680
<u>USES/DEDUCTIONS:</u>					
Expenditures & Transfers Out	\$ -	\$ -	\$ -	\$ 9,998,945	\$ -
<u>ENDING FUND BALANCE:</u>					
Total Ending Balance	\$ -	\$ -	\$ 9,999,625	\$ 680	\$ 680
FUND TOTAL	\$ -	\$ -	\$ 9,999,625	\$ 9,999,625	\$ 680

~ SOURCES AND USES OF FUNDS ~

<u>SOURCE OF FUNDS:</u>					
45100 Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
47410 Proceeds from Debt Issuance	-	-	9,825,000	9,825,000	-
47420 Premiums on Bond Sale	-	-	174,625	174,625	-
TOTAL SOURCES OF FUNDS	\$ -	\$ -	\$ 9,999,625	\$ 9,999,625	\$ -
<u>USE OF FUNDS:</u>					
Capital Improvements:					
70 31 Bryan Road Improvements (CP1103)	\$ -	\$ -	\$ -	\$ 5,970,000	(A)
70 33 Sanitary Sewer Pipe Bursting Phase III	-	-	-	3,607,000	(A)
70 34 Spacek Road Phase III	-	-	-	300,000	(A)
Subtotal	-	-	-	9,877,000	-
Other Costs and Expenses:					
81 60 Issuance costs	-	-	-	121,945	-
Subtotal	-	-	-	121,945	-
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 9,998,945	\$ -

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2018.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

SPACEK RD COUNTY MOBILITY PROJECT

FUND: 431

Classification	Prior Years Actual	2016-17 Budget	Project Estimate	2017-18 Budget
SPACEK RD COUNTY MOBILITY PROJECT FUND SUMMARY				
<u>RESOURCES:</u>				
Beginning Balance	\$ -	\$ 658,644	\$ 658,644	\$ 658,644
Revenues & Transfers In	658,644	-	-	968,392
TOTAL FUNDS AVAILABLE	\$ 658,644	\$ 658,644	\$ 658,644	\$ 1,627,036
<u>USES/DEDUCTIONS:</u>				
Expenditures & Transfers Out	\$ -	\$ 1,625,530	\$ -	\$ 1,625,530
<u>ENDING FUND BALANCE:</u>				
Total Ending Balance	658,644	(966,886)	658,644	1,506
FUND TOTAL	\$ 658,644	\$ 658,644	\$ 658,644	\$ 1,627,036

~ SOURCES AND USES OF FUNDS ~

<u>SOURCE OF FUNDS:</u>				
42320 Intergov Revenue - Fort Bend County	\$ 504,578	\$ -	\$ -	\$ 968,392
42340 Intergov Revenue - Other Gov Entities	151,725	-	-	-
45100 Interest Earnings	2,341	-	-	-
TOTAL SOURCES OF FUNDS	\$ 658,644	\$ -	\$ -	\$ 968,392
<u>USE OF FUNDS:</u>				
Capital Improvements:				
70 35 Spacek Road Imp. Phase II (CP1212)	\$ -	\$ 1,625,530	\$ -	\$ 1,625,530
Subtotal	-	1,625,530	-	1,625,530
TOTAL USE OF FUNDS	\$ -	\$ 1,625,530	\$ -	\$ 1,625,530

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

BRYAN RD COUNTY MOBILITY PROJECT

FUND: 433

Classification	Prior Years Actual	2016-17 Budget	Project Estimate	2017-18 Budget

BRYAN RD COUNTY MOBILITY PROJECT FUND SUMMARY

RESOURCES:

Beginning Balance	\$ -	\$ -	\$ -	\$ -
Revenues & Transfers In	-	-	-	5,800,000
TOTAL FUNDS AVAILABLE	\$ -	\$ -	\$ -	\$ 5,800,000

USES/DEDUCTIONS:

Expenditures & Transfers Out	\$ -	\$ -	\$ -	\$ 5,800,000

ENDING FUND BALANCE:

Total Ending Balance	-	-	-	-

FUND TOTAL	\$ -	\$ -	\$ -	\$ 5,800,000

~ SOURCES AND USES OF FUNDS ~

SOURCE OF FUNDS:

42320 Intergov Revenue - Fort Bend County	\$ -	\$ -	\$ -	\$ 5,800,000
TOTAL SOURCES OF FUNDS	\$ -	\$ -	\$ -	\$ 5,800,000

USE OF FUNDS:

Capital Improvements:

70 35 Bryan Rd County Mobility (CP1103)	\$ -	\$ -	\$ -	\$ 5,800,000
Subtotal	-	-	-	5,800,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 5,800,000



ENTERPRISE FUNDS

- Water and Wastewater Fund
- Civic Center Fund

ENTERPRISE FUNDS

OCT 1, 2017 - SEP 30, 2018

Enterprise Funds

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of these funds is to separate costs of providing goods or services to the general public on a continuing basis. Such funds are to be financed or recovered primarily through user charges. Separation is necessary in order to provide a periodic determination of net income for accountability purposes and to determine appropriate user rate schedules.

Water & Wastewater Fund (501) - This fund is used to account for Water and Sewer activities and operations.

Spacek Rd Lift Station and Sewer Line Improvements Fund (509) – This fund is used to account for funds which are restricted for the construction and construction related costs for sanitary sewer improvements along Bryan Road and Spacek Road.

Subsidence Fund (514) – This fund is used to account for funds which are restricted for the conversion to surface water and subsidence compliance.

Water & Wastewater Supplemental Fund (515) – This Fund is used to account for the one-time supplemental requests and improvements that are to be funded by the Water & Wastewater Fund.

Water Impact Fee Fund (517) – This fund is used to account for the City’s water impact fee revenues, which are to be used for the expansion of the City water system facilities and capacity. Such projects include the Surface Water Project and related capital improvements.

Sewer Impact Fee Fund (518) – This fund is used to account for the City’s sewer impact fee revenues, which are to be used for the expansion of the City’s wastewater system facilities and capacity.

Civic Center Fund (560) – This fund is used to account for the activities and operations pertaining to the Rosenberg Civic Center.

City of Rosenberg, Texas
2017-18 BUDGET
FY18 Water & Wastewater Fund Long-Term Financial Plan

	Actual 2015-16	Adjusted Budget 2016-17	Estimate 2016-17
Beginning Fund Balance	6,567,464	6,199,585	6,199,585
Revenues:			
Water Sales	4,750,323	4,585,000	4,800,000
Wastewater sales	4,406,792	4,300,000	4,400,000
Water Tap Fees	265,150	215,000	190,000
Connect fees	62,052	45,000	31,500
Reconnect fees	56,814	50,000	40,000
Wastewater tap fees	266,000	220,000	160,000
Penalty revenue	197,711	175,000	195,000
Reclaimed Water Sales	8,773	10,000	14,500
Returned check fees	6,300	5,000	6,000
Interest earnings	31,538	14,000	50,000
Backflow permit revenue	1,690	1,800	1,800
Property lease revenue	124,581	100,000	148,408
Miscellaneous	51,626	5,000	22,429
Transfer from General Fund	81,191	81,191	81,191
Total Revenues	10,310,541	9,806,991	10,140,828
Expenditures:			
Operating Expenditures			
Personnel and Benefits	1,703,582	1,936,357	1,800,091
Supplies	956,417	1,172,275	1,140,675
Maintenance and Services	1,584,405	1,665,035	1,651,471
Other Expense	351,576	862,666	858,766
Transfers to Other Funds	1,873,923	1,998,476	1,998,476
Total Operating Expenditures	6,469,903	7,634,809	7,449,479
Non-Operating Expenditures			
Debt Service	2,315,663	2,180,640	2,180,640
Capital Outlay	2,580,762	-	-
Total Non-Operating Expenditures	4,896,425	2,180,640	2,180,640
Total Expenditures	11,366,328	9,815,449	9,630,119
Ending Fund Balance	5,511,677	6,191,127	6,710,294
Calculation of available funds:			
Ending fund balance	5,511,677	6,191,127	6,710,294
Less required contingency		294,463	288,904
Less 20% required minimum balance		1,526,962	1,489,896
Excess funds available for			
capital projects		4,369,702	4,931,495
Debt Service Coverage Ratio		231%	254%

City of Rosenberg, Texas
2017-18 BUDGET
FY18 Water & Wastewater Fund Long-Term Financial Plan

	Projection		
2017-18	2018-19	2019-2020	2020-2021
6,421,390	6,421,390	5,617,082	5,010,421
4,800,000	5,040,000	5,292,000	5,556,600
4,400,000	4,620,000	4,851,000	5,093,550
190,000	193,800	197,676	201,630
31,500	32,130	32,773	33,428
40,000	40,800	41,616	42,448
160,000	163,200	166,464	169,793
195,000	198,900	202,878	206,936
14,500	14,790	15,086	15,388
6,000	6,120	6,242	6,367
50,000	51,000	52,020	53,060
1,800	1,800	1,800	1,836
150,000	150,000	150,000	150,000
5,000	5,000	5,000	5,000
81,191	81,191	81,191	81,191
10,124,991	10,598,731	11,095,746	11,617,227
1,913,841	1,990,395	2,169,850	2,306,564
1,197,175	1,221,119	1,245,541	1,270,452
2,029,501	2,070,091	2,111,493	2,153,723
868,766	886,141	903,864	921,941
2,122,416	2,164,864	2,208,162	2,252,325
8,131,699	8,332,610	8,638,910	8,905,005
1,993,292	3,070,429	3,063,497	2,930,079
-	-	-	-
1,993,292	3,070,429	3,063,497	2,930,079
10,124,991	11,403,039	11,702,407	11,835,084
6,421,390	5,617,082	5,010,421	4,792,565
6,421,390	5,617,082	5,010,421	4,792,565
303,750	342,091	351,072	355,053
1,626,340	1,666,522	1,727,782	1,781,001
4,491,300	3,608,469	2,931,567	2,656,511
144%	103%	110%	124%

WATER & WASTEWATER FUND
FINANCIAL PLAN

The Long-Term Financial plan is discussed in the transmittal letter located on page vi. The plan presents the Water & Wastewater Fund over six fiscal years: actual amounts for FY16, the adjusted budget for FY17, ending estimate for FY17 and four projected years (FY18-FY21).

REVENUES

The financial condition of the Water/Wastewater Fund has improved, but continues to be underfunded for future infrastructure needs. The revenues for FY18 will exceed the combined operating expenditures and debt service payments.

Water and Wastewater sales are projected to slightly increase (5%) over the next three years due to growth, water and wastewater rate increases, and expansion within and around the City. The other water-related fees are also projected to increase by 2% with the increased growth in the City of Rosenberg.

EXPENDITURES

Operating Expenditures - Personnel and Benefits are projected to increase at a rate of 4% for FY19 to FY21 due to increases in the cost of employee benefits and the need for additional personnel due to continued growth in the City. Supplies and maintenance and services are also projected to increase by 2% due to the increasing costs of supplies along with the residential and commercial growth in the City of Rosenberg.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

WATER & WASTEWATER FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget (3)	2016-17 Estimate (4)	2017-18 Budget	Var %
~ WATER & WASTEWATER FUND SUMMARY ~						
Resources:						
Total Beginning Balance (2)	\$ 6,567,464	\$ 6,199,585	\$ 6,199,585	\$ 6,199,585	\$ 6,421,390	3.6%
Revenues and Transfers In	<u>10,310,541</u>	<u>9,806,992</u>	<u>9,806,991</u>	<u>10,140,828</u>	<u>10,124,991</u>	3.2%
Total Funds Available	<u>16,878,006</u>	<u>16,006,577</u>	<u>16,006,576</u>	<u>16,340,413</u>	<u>16,546,381</u>	3.4%
Uses/Deductions:						
Expenditures and Transfers Out	11,366,328	9,806,992	9,815,449	9,630,119	10,124,991	3.2%
Ending Fund Balance:						
Total Ending Balance	5,511,677	6,199,585	6,191,127	6,710,293	6,421,390	3.7%
Reserved for Contingencies (1)	300,000	294,210	294,463	288,904	300,000	1.9%
Unreserved ending balance	<u>5,211,677</u>	<u>5,905,375</u>	<u>5,896,664</u>	<u>6,421,390</u>	<u>6,121,390</u>	3.8%
Fund Total	<u>\$ 16,878,006</u>	<u>\$ 16,006,577</u>	<u>\$ 16,006,576</u>	<u>\$ 16,340,413</u>	<u>\$ 16,546,381</u>	3.4%
Net Revenues (Expenditures)	(1,055,787)	-	(8,458)	510,708	-	

(1) 3% of expenditures

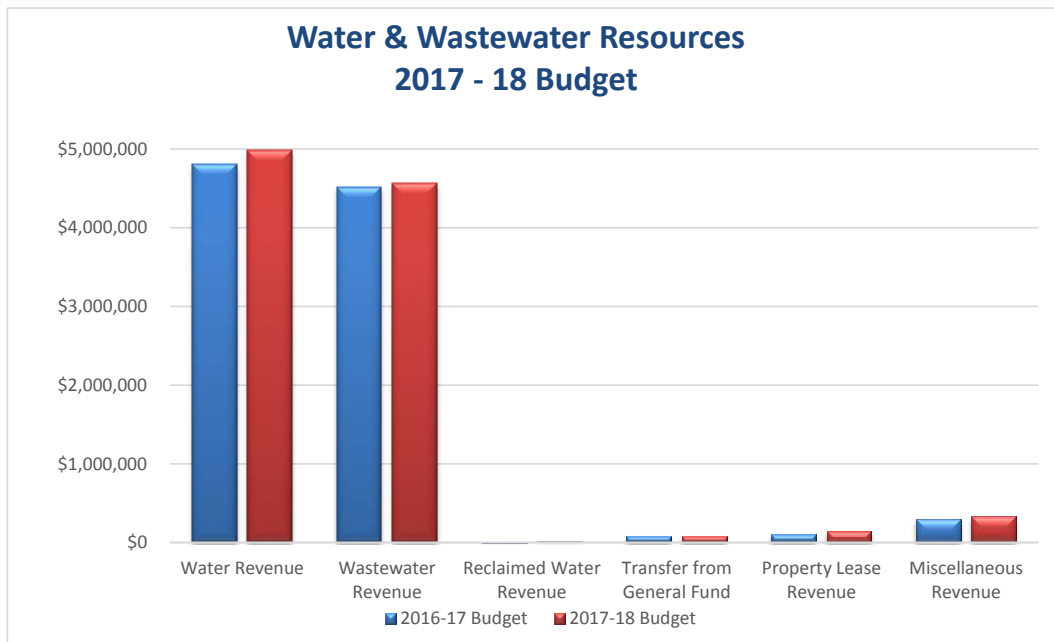
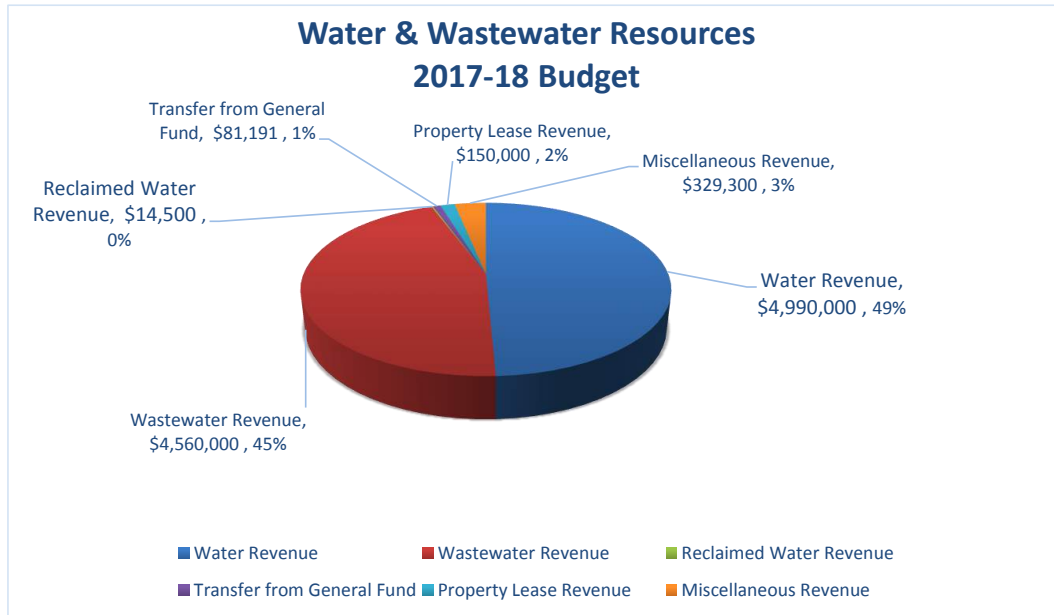
(2) Working Capital Basis

(3) Adopted budget plus year-end roll, and includes budget adjustments throughout the year.

(4) Staff's estimate of year-end

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Water & Wastewater Fund Summary



**CITY OF ROSENBERG
2016-17 BUDGET**

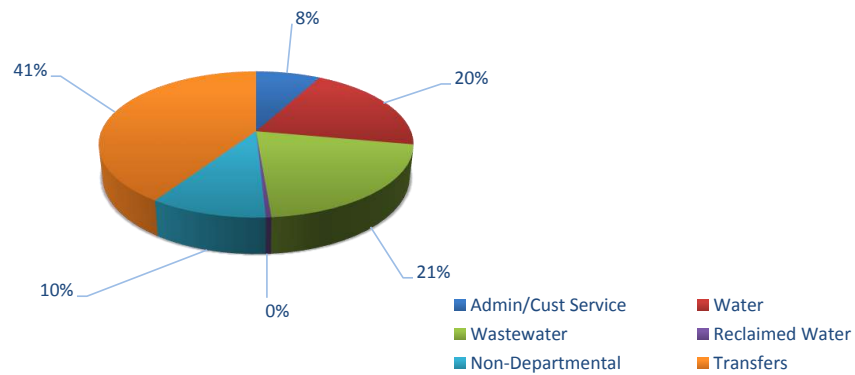
WATER & WASTEWATER FUND

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
RESOURCES						
<u>OPERATING REVENUES:</u>						
43111 Water sales	\$ 4,750,323	\$ 4,585,000	\$ 4,585,000	\$ 4,800,000	\$ 4,800,000	4.7%
43121 Wastewater sales	4,406,792	4,300,000	4,300,000	4,400,000	4,400,000	2.3%
43112 Water tap fees	265,150	215,000	215,000	190,000	190,000	-11.6%
43115 Connect fees	62,052	45,000	45,000	31,500	31,500	-30.0%
43116 Reconnect fees	56,814	50,000	50,000	40,000	40,000	-20.0%
43122 Wastewater tap fees	266,000	220,000	220,000	160,000	160,000	-27.3%
43130 Penalty revenue	197,711	175,000	175,000	195,000	195,000	11.4%
43150 Reclaimed Water Source	8,773	10,000	10,000	14,500	14,500	45.0%
43280 Returned check fees	6,300	5,000	5,000	6,000	6,000	20.0%
Subtotal	10,019,916	9,605,000	9,605,000	9,837,000	9,837,000	2.4%
<u>OTHER REVENUE:</u>						
45100 Interest earnings	31,538	14,000	14,000	50,000	50,000	257.1%
41226 Backflow permit revenue	1,690	1,800	1,800	1,800	1,800	0.0%
46540 Property lease revenue	124,581	100,000	100,000	148,408	150,000	50.0%
46710 Insurance Proceeds	41,705	-	-	17,454	-	100.0%
46800 Cash over & short	(43)	-	-	(25)	-	0.0%
46900 Miscellaneous	9,964	5,000	5,000	5,000	5,000	0.0%
47130 Contributions - Developers	-	-	-	-	-	100.0%
48101 Transfer from General Fund	81,191	81,191	81,191	81,191	81,191	0.0%
Subtotal	290,625	201,991	201,991	303,828	287,991	42.6%
TOTAL REVENUES	10,310,541	9,806,991	9,806,991	10,140,828	10,124,991	3.2%

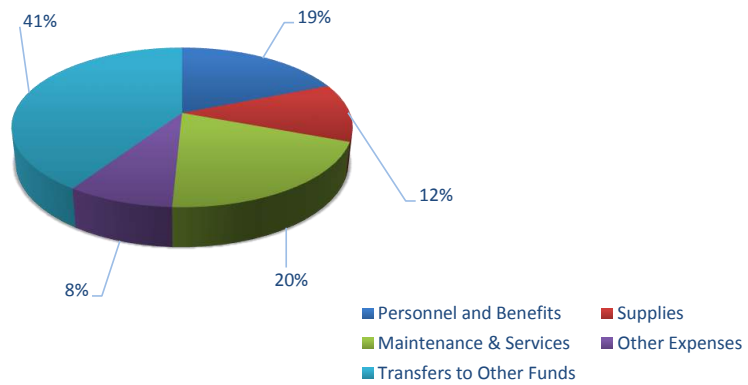
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Water & Wastewater Fund Summary

**Expenditures by Division
2017-18 Budget**

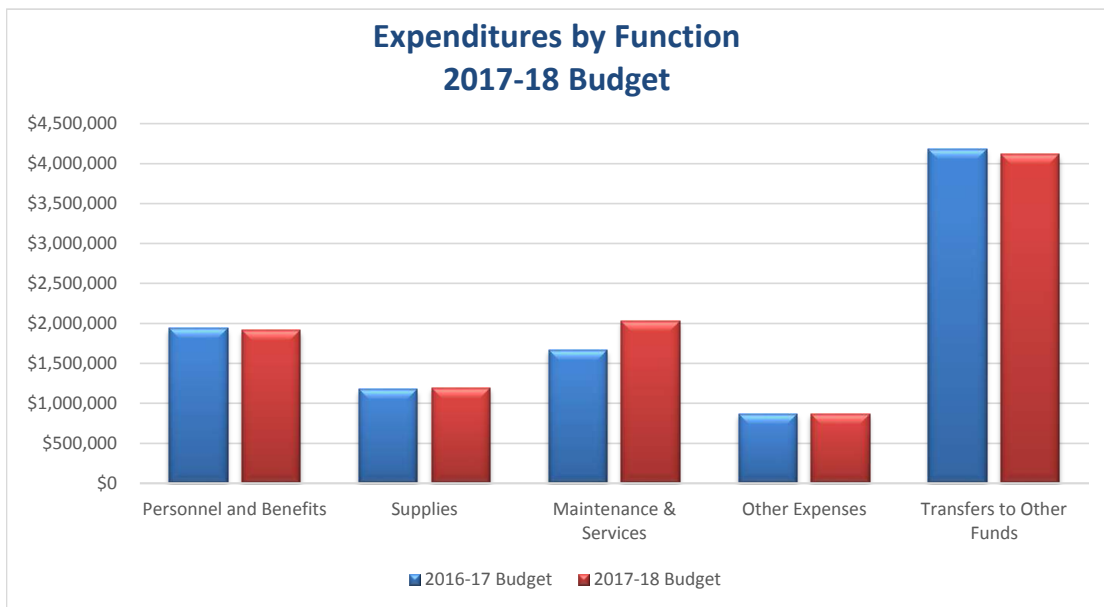
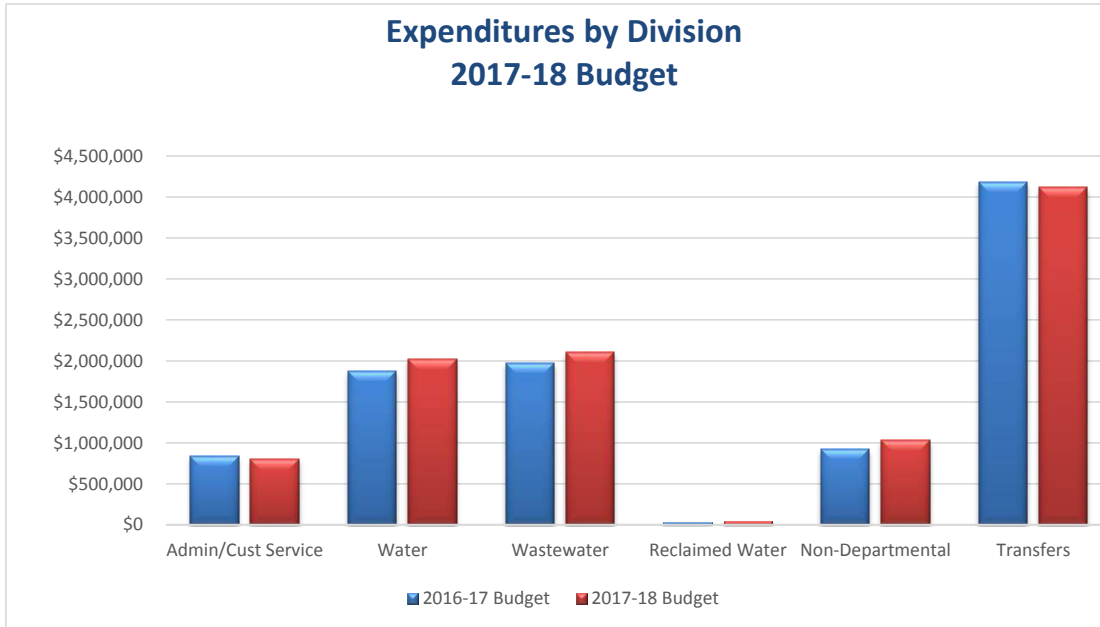


**Expenditures by Function
2017-18 Budget**



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Water & Wastewater Fund Summary



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Water & Wastewater Function Summary
FUNCTION: N/A
ACCOUNT: 501-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
FUNCTION AND CLASSIFICATION SUMMARY						
Personnel and Benefits	\$ 1,703,582	\$ 1,936,357	\$ 1,936,357	\$ 1,800,091	\$ 1,913,841	
Supplies	956,417	1,172,275	1,172,275	1,140,675	1,197,175	
Maintenance and Services	1,584,405	1,656,578	1,665,035	1,651,471	2,029,501	
Other Expense	351,576	862,666	862,666	858,766	868,766	
Transfers to Other Funds	4,189,586	4,179,116	4,179,116	4,179,116	4,115,708	
Subtotal	8,785,566	9,806,992	9,815,449	9,630,119	10,124,991	3.2%
Capital Outlay	2,580,762	-	-	-	-	
Total Expenditures	\$ 11,366,328	\$ 9,806,992	\$ 9,815,449	\$ 9,630,119	\$ 10,124,991	3.2%

~ AUTHORIZED POSITIONS ~

Position Title						
Full-time equivalents:						
Administration	2.15	2.15	2.00	2.00	2.00	
Water Production/Purification	1.50	1.50	1.50	1.50	1.50	
Water Distribution	10.50	11.50	11.50	11.50	11.50	
Wastewater Collection	7.00	7.00	7.00	7.00	7.00	
Wastewater Treatment	0.00	0.00	0.00	0.00	0.00	
Reclaimed Water	0.00	0.00	0.00	0.00	0.00	
Customer Services	6.48	6.48	6.48	6.48	6.48	
Total Personnel	27.63	28.63	28.48	28.48	28.48	0.0%

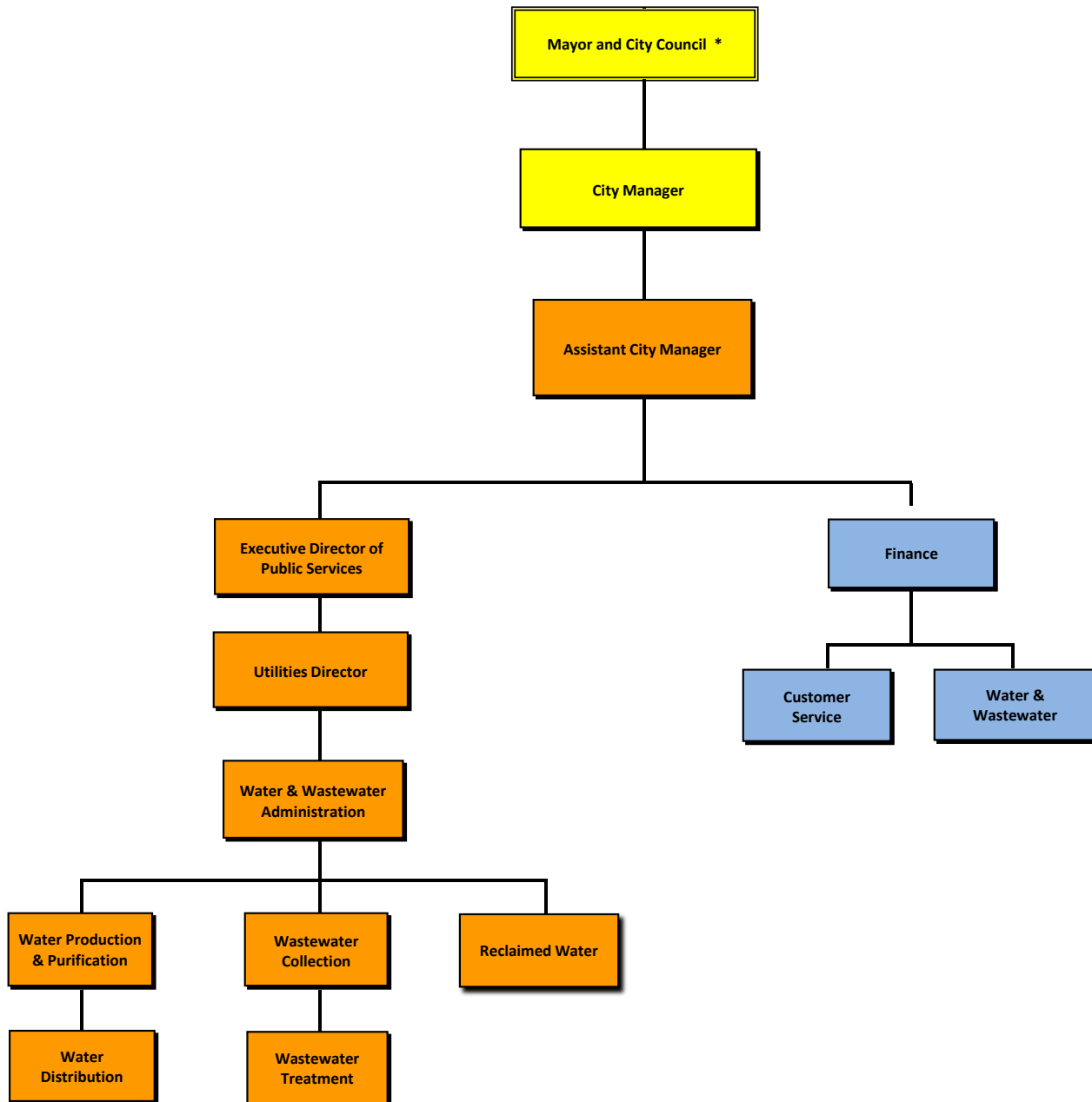
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Water & Wastewater Department Summary
FUNCTION: N/A
ACCOUNT: 501-XXXX

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
DEPARTMENT SUMMARY						
SUMMARY BY PROGRAM/DEPARTMENT:						
<u>DEPARTMENTAL:</u>						
Administration	\$ 210,087	\$ 329,218	\$ 329,218	\$ 233,953	\$ 281,413	
Customer Services	519,962	504,500	504,500	495,442	518,185	
Subtotal	730,049	833,718	833,718	729,395	799,598	-4.1%
Water:						
Water Production/Purification	889,997	740,473	740,473	780,293	896,068	
Water Distribution	2,413,295	1,134,974	1,134,974	1,074,204	1,126,853	
Subtotal	3,303,293	1,875,447	1,875,447	1,854,497	2,022,921	7.9%
Wastewater:						
Wastewater Collection	1,427,684	854,363	854,363	836,363	955,704	
Wastewater Treatment	1,468,597	1,107,200	1,115,657	1,075,600	1,152,600	
Subtotal	2,896,281	1,961,563	1,970,020	1,911,963	2,108,304	7.0%
Reclaimed Water						
Reclaimed Water	24,867	38,250	38,250	36,250	48,500	
Subtotal	24,867	38,250	38,250	36,250	48,500	26.8%
TOTAL DEPARTMENTAL	6,954,490	4,708,978	4,717,435	4,532,105	4,979,323	5.6%
<u>NON-DEPARTMENTAL:</u>						
Personnel and Benefits	6,000	6,000	6,000	6,000	6,000	
Debt Service	130,628	836,766	836,766	836,766	836,766	
Transfers to Other Funds	4,189,586	4,179,116	4,179,116	4,179,116	4,115,708	
Maintenance and Services	85,625	76,132	76,132	76,132	187,194	
TOTAL NON-DEPARTMENTAL	4,411,839	5,098,014	5,098,014	5,098,014	5,145,668	0.9%
TOTAL EXPENDITURES	\$ 11,366,328	\$ 9,806,992	\$ 9,815,449	\$ 9,630,119	\$ 10,124,991	3.2%

CITY OF ROSENBERG, TEXAS
2017-18 BUDGET

Water & Wastewater Organizational Chart



FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Customer Service	Water & Wastewater	501-1456-600

MISSION STATEMENT:

The Customer Service Department is dedicated to providing the highest standards in customer service, with accuracy, professionalism and integrity while meeting customers' needs efficiently with reliable information and services.

PROGRAM DESCRIPTION:

The Customer Service division is under the direction and supervision of the Assistant City Manager. The Division is primarily responsible for billing and collecting of water, wastewater, solid waste, and sales taxes on solid waste. Other division responsibilities include monitoring all utility accounts for non-payment, high consumption, and unauthorized usage, handling customer inquiries and requests, processing all service requests for field personnel and monitoring their completion, processing customer requested service connects, disconnects, and transfers, maintaining the City issued liquor licenses, food permits, and precious metal dealer's licenses, and accepting payments for miscellaneous charges and fees.

STRATEGIC PLAN GOALS:

- ❖ ***The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.***

Department Goal# 1: Implement the use of technology to help prepare for future growth and to alleviate some of the burden being placed on the Department staff by providing alternative payment options for customers.

Objectives:

- Implementation of the interactive voice response system (IVR).
- Implementation of a payment Kiosk.
- Implementation of the ability to accept payments electronically from on-line banking processes.

- ❖ ***The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.***

Department Goal# 2: Provide customers with greater accessibility to account information by providing up-to-date adequate information.

Objectives:

- Provide customers with the ability to monitor their own consumption.
- Provide mobile access ability for customers to access their accounts, receive alerts and request services.

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Customer Service	Water & Wastewater	501-1456-600

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goal# 3: Provide quality customer service in a timely and convenient manner.

Objectives:

- Provide staff training for prompt, accurate service in a professional manner.
- Improve workstation layout and front counter set-up to improve efficiencies and allow customers a clear sight and access to customer service representatives.
- Increase customer satisfaction and service level by implementing dash board ticketing system.

PERFORMANCE INDICATORS:

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Total water meters billed by City	10,259	10,400	10,500
Customer utility bills processed annually	114,500	114,800	115,000
Annual amount collected for utility bills	\$12,998,758	\$13,000,000	\$13,020,000
Customers notified annually of high consumption	1,570	1,650	1,750
Annual customer applications for service	2,015	2,150	2,300
Annual customer payments taken over the phone	6,883	7,150	7,400
Annual customer payments taken through online services	17,978	18,500	19,000
Annual miscellaneous service requests processed	12,826	12,900	13,000
Annual customer service training sessions per employee	12	12	12

FY2018 BUDGET NOTES:

1. The increase in Temporary Salaries and Wages is for 200 additional hours for the part-time position to allow adequate coverage for customer services and training during the software conversion.
2. The increase in education and training budget is for the Tyler Technology Conference.
3. The Equipment Repair and Maintenance item is for the annual maintenance cost for the Automated Payment Kiosk, IVR System, and Payment Aggregator.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Customer Service	Water & Wastewater	501-1456-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 382,743	\$ 337,560	\$ 337,560	\$ 344,459	\$ 362,728	
Supplies	3,951	4,600	4,600	4,600	4,850	
Maintenance and Services	106,716	136,440	136,440	124,383	118,607	
Other Expense	26,552	25,900	25,900	22,000	32,000	
Subtotal	519,962	504,500	504,500	495,442	518,185	2.7%
Total Expenditures	\$ 519,962	\$ 504,500	\$ 504,500	\$ 495,442	\$ 518,185	2.7%

~ AUTHORIZED POSITIONS ~

Position Title						
Fiscal Services Coordinator	1.00	1.00	1.00	1.00	1.00	
Senior Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Specialist	1.00	1.00	1.00	1.00	1.00	
Fiscal Services Technician	3.48	3.48	3.48	3.48	3.48	
Total Personnel	6.48	6.48	6.48	6.48	6.48	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Customer Service
FUNCTION: Water & Wastewater
ACCOUNT: 501-1456-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 252,910	\$ 231,285	\$ 231,285	\$ 229,500	\$ 237,298	
10 20 Overtime	355	500	500	1,425	500	
10 30 Longevity	2,680	2,790	2,790	3,045	2,940	
10 40 Incentive Pay	700	2,100	2,100	1,325	1,500	
11 10 Temporary Salaries and Wages	2,465	8,750	8,750	10,000	18,414	
20 10 Retirement	65,132	31,614	31,614	31,614	31,928	
20 20 Social Security	18,898	18,790	18,790	18,790	19,917	
20 40 Insurance	38,729	40,788	40,788	47,900	49,251	
20 50 Workers' Compensation	312	319	319	285	339	
20 55 Long Term Disability	562	624	624	575	641	
Subtotal	382,743	337,560	337,560	344,459	362,728	7.5%
Supplies:						
31 10 Office Supplies	1,275	1,400	1,400	1,400	1,400	
31 35 Business Expenses	227	600	600	600	750	
31 90 Other Supplies	1,139	1,200	1,200	1,200	1,300	
36 10 Small Tools and Equipment	1,310	1,400	1,400	1,400	1,400	
Subtotal	3,951	4,600	4,600	4,600	4,850	5.4%
Maintenance and Services:						
42 60 Technology Fees	13,606	18,983	18,983	18,983	-	
51 20 General Insurance	519	650	650	650	650	
52 10 Telephone/Communications	2,550	2,900	2,900	2,900	3,000	
52 20 Postage	2,029	2,150	2,150	2,150	2,200	
54 10 Printing and Binding	1,977	3,900	3,900	3,900	3,900	
54 15 Community Education	1,486	6,000	6,000	6,000	6,000	
55 10 Education and Training	1,250	1,800	1,800	1,800	3,900	
56 24 Equipment Rentals	288	1,100	1,100	-	-	
57 10 Bill Printing Services	83,011	94,350	94,350	87,000	94,350	
63 25 Equipment Repair and Maintenance	-	4,607	4,607	1,000	4,607	
Subtotal	106,716	136,440	136,440	124,383	118,607	-13.1%
Other Expenses:						
85 30 Bad Debt Expense	26,552	25,900	25,900	22,000	32,000	
Subtotal	26,552	25,900	25,900	22,000	32,000	23.6%
Total Expenditures	\$ 519,962	\$ 504,500	\$ 504,500	\$ 495,442	\$ 518,185	2.7%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Administration	Water & Wastewater	501-6050-600

MISSION STATEMENT:

To anticipate community needs, to deliver exceptional service and to cultivate an enhanced quality of life in our community through leadership, innovation, and cooperative partnerships.

PROGRAM DESCRIPTION:

The Water and Wastewater Administration division, under the direction of the Executive Director of Public Services is primarily responsible for the supervision of all municipal utilities divisions, with the exception of Customer Service. Included in the oversight activities for utilities are water production and purification, water distribution, wastewater collection, wastewater treatment, and reclaimed water divisions, and the related maintenance and construction of water and wastewater assets. The division is responsible to maintain the City's general compliance with TCEQ regulations and permit requirements related to the public drinking water and wastewater utility systems. In addition, the Executive Director of Public Services is responsible for the supervision of the Program Director of Capital Projects, City Engineer and the Public Works Department.

STRATEGIC PLAN GOALS:

❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

Department Goal# 1: Provide an effective wastewater collection treatment system to protect public health.

Objectives:

- Aggressively complete Capital Improvement Projects Plan to replace deteriorated sanitary sewer collection system lines and lift stations to minimize inflow/infiltration.
- Eliminate sanitary sewer overflows resulting from inflow/infiltration.
- Outsource wastewater treatment plant operations and maintenance.

Department Goal# 2: Implement chloramine disinfection in FY 2018.

Objectives:

- Comply with Fort Bend Subsidence District mandate to reduce groundwater production by 30% by taking delivery of 3 MGD of treated surface water from Brazosport Water Authority.
- Aggressively complete Capital Improvement Projects necessary to comply with unfunded mandates and sustain local growth.
- Provide water quality that meets or exceeds all federal and state regulatory standards.
- Provide pleasant tasting tap water without tastes, color, or odor. Provide no harmful levels of chemicals, elements or bacteria in the drinking water.
- Provide adequate pressure for daily use and produce and distribute safe, high quality water for domestic and commercial uses and fire protection.
- Educate the public about water conservation.
- Expand use of reclaimed water to reduce potable water demand.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Administration	Water & Wastewater	501-6050-600

❖ *The City of Rosenberg will increase the public's confidence in the City of Rosenberg, its staff and its services.*

Department Goal# 3: 100% Customer Satisfaction.

Objectives:

- Provide for succession planning and cross-training
- Inventory and map water and sanitary sewer utility systems.
- Comply with TCEQ, EPA, and other regulatory agencies. Perform better than national utility standards.
- Extend the life of systems and equipment through preventative and predictive maintenance.
- Maintain reliable operations at all times.
- Maintain effective equipment and vehicle replacement programs.
- Develop a well-trained, certified and professional utility staff by updating employee pay scales and incentive pay for licensed individuals to attract and retain high quality employees. Increase minimum training requirements of employees and train employees on Standard Operating Procedures.
- Maintain consolidated, up-to-date and usable emergency management plan.
- Centralize facilities and provide adequate office space.
- Build organizational and system capacity to support growing customer base and system expansion.
- Know our customers and meet their expectations.
- Use technology to increase productivity and to reduce costs – SCADA.
- Emphasis safety first in all our actions.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Number of licensed water/wastewater operators	9	10	11
Percent emergency repairs made within 24 hours	100%	100%	100%
Number of safety meetings per year	12	12	12
Percent of employees that attended safety meetings	100%	100%	100%
Number of line locates	7,800	7,900	8,000

FY2018 BUDGET NOTES:

1. Decrease in Salaries and Wages and corresponding benefits due to the change in personnel from Assistant City Manager (65%) to Executive Director of Public Services (50%).
2. Addition of Electricity expense in the amount of \$3,000 for the Utility's Administration Building.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater	DEPARTMENT: Administration	FUNCTION: Water & Wastewater	ACCOUNT: 501-6050-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 171,809	\$ 290,262	\$ 290,262	\$ 180,397	\$ 223,262	
Supplies	845	3,475	3,475	3,075	6,475	
Maintenance and Services	30,628	35,481	35,481	50,481	51,676	
Subtotal	210,087	329,218	329,218	233,953	281,413	-14.5%
Total Expenditures	\$ 210,087	\$ 329,218	\$ 329,218	\$ 233,953	\$ 281,413	-14.5%

~ AUTHORIZED POSITIONS ~

<u>Position Title</u>						
Assistant City Manager of Public Services	0.65	0.65	-	-	-	
Executive Director of Public Services	-	-	0.50	0.50	0.50	
Director of Utilities	1.00	1.00	1.00	1.00	1.00	
Senior Administrative Specialist	0.50	0.50	0.50	0.50	0.50	
Total Personnel	2.15	2.15	2.00	2.00	2.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater **DEPARTMENT:** Administration **FUNCTION:** Water & Wastewater **ACCOUNT:** 501-6050-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 105,453	\$ 188,623	\$ 188,623	\$ 90,000	\$ 139,721	
10 20 Overtime	-	250	250	-	250	
10 30 Longevity	3,436	633	633	451	305	
10 40 Incentive Pay	150	-	-	-	-	
11 10 Temporary Salaries and Wages	19,200	35,000	35,000	35,000	35,000	
20 10 Retirement	16,200	25,810	25,810	15,000	18,883	
20 20 Social Security	10,005	17,460	17,460	17,460	13,639	
20 40 Insurance	12,748	18,033	18,033	18,033	10,727	
20 50 Workers' Compensation	920	297	297	297	1,325	
20 55 Long Term Disability	276	436	436	436	412	
20 60 Auto Allowance	3,120	3,120	3,120	3,120	2,400	
20 65 Cell Phone Allowance	300	600	600	600	600	
Subtotal	171,809	290,262	290,262	180,397	223,262	-23.1%
Supplies:						
31 10 Office Supplies	178	350	350	350	350	
31 35 Business Expenses	82	500	500	500	500	
31 40 Clothing	332	625	625	625	625	
35 10 Motor Vehicle Repair Supplies	-	800	800	400	800	
37 20 Electricity	-	-	-	-	3,000	
37 30 Fuel, Oil and Lubricants	253	1,200	1,200	1,200	1,200	
Subtotal	845	3,475	3,475	3,075	6,475	86.3%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	4,329	4,205	4,205	4,205	4,400	
43 15 Engineering and Architectural Services	9,598	10,000	10,000	25,000	25,000	
43 60 Impact Fee Services	3,310	4,000	4,000	4,000	5,000	
51 20 General Insurance	752	1,050	1,050	1,050	1,050	
52 10 Radio/Telephone/Communications	6,494	7,300	7,300	7,300	7,300	
52 20 Postage	201	250	250	250	250	
55 10 Education and Training	2,069	3,800	3,800	3,800	3,800	
56 25 Fleet Replacement	3,876	4,876	4,876	4,876	4,876	
Subtotal	30,628	35,481	35,481	50,481	51,676	45.6%
Other Expenses:						
85 10 Depreciation Expense	6,804	-	-	-	-	
Subtotal	6,804	-	-	-	-	100.0%
Total Expenditures	\$ 210,087	\$ 329,218	\$ 329,218	\$ 233,953	\$ 281,413	-14.5%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Water Purification/Production	Water & Wastewater	501-6052-600

PROGRAM DESCRIPTION:

The Water Purification/Production division, under the direction of the Executive Director of Public Services and Utilities Director, is primarily responsible for providing an adequate, uninterrupted quantity and quality of water to meet the demands of the City's water users, and the operation of eight (8) water plants that receive water from eight (8) source-of-supply water wells and treated surface water. The water plants treat water pumped from the wells into storage tanks and then into the distribution lines with chemicals for disinfection and water conditioning agents. The treated water is tested regularly to ensure compliance with standards established by the Texas Commission on Environmental Quality (TCEQ) and other regulatory agencies.

PERFORMANCE INDICATORS:

	2015-16	2016-17	2017-18
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Maximum daily pumping capacity*	14.5	14.5	14.5
Number of water supply wells maintained	7	7	7
Number of water plants maintained	7	7	8
Total water pumped **	1.48	1.48	1.48
Peak day pumpage *	8.6	7.8	7.8
Total storage capacity *	5.856	8.856	10.356
Number of ground storage tanks	8	8	8
Ground storage capacity *	3.991	6.991	6.991
Number of elevated storage tanks	5	5	5
Elevated tank storage capacity *	1.85	3.35	3.35
Number of hydro pneumatic tanks	1	1	1
Hydro pneumatic storage capacity*	.015	.015	.015
Number of bacteriological samples collected	480	480	480

* Million gallons

** Billion gallons

FY2018 BUDGET NOTES:

1. License and Inspection Fees were increased by \$10,000 and reclassified from Water Distribution to Water Production for the TCEQ assessments and anticipated fee increase.
2. As part of the surface water conversion, the City is contracting out the water plant operations in the amount of \$106,880 per year.
3. Grounds Maintenance Service in the amount of \$12,220 was reallocated from Wastewater Collections to Water Production to more accurately reflect the actual expense per function.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Water Production/Purification	Water & Wastewater	501-6052-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 98,187	\$ 101,372	\$ 101,372	\$ 109,442	\$ 107,808	
Supplies	355,786	443,650	443,650	443,850	454,000	
Maintenance and Services	248,433	195,451	195,451	227,001	334,260	
Subtotal	889,997	740,473	740,473	780,293	896,068	21.0%
Total Expenditures	\$ 889,997	\$ 740,473	\$ 740,473	\$ 780,293	\$ 896,068	21.0%

~ AUTHORIZED POSITIONS ~

Position Title						
M&O Foreman	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	0.0%
Total Personnel	1.50	1.50	1.50	1.50	1.50	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Water Production/Purification
FUNCTION: Water & Wastewater
ACCOUNT: 501-6052-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 58,921	\$ 65,186	\$ 65,186	\$ 66,500	\$ 67,308	
10 20 Overtime	11,802	6,000	6,000	8,900	6,000	
10 30 Longevity	190	250	250	250	368	
10 40 Incentive Pay	1,900	1,725	1,725	3,450	3,600	
20 10 Retirement	9,622	8,972	8,972	10,400	9,395	
20 20 Social Security	5,086	5,138	5,138	5,670	5,453	
20 40 Insurance	10,261	12,925	12,925	13,096	14,334	
20 50 Workers' Compensation	275	1,000	1,000	1,000	1,169	
20 55 Long Term Disability	130	176	176	176	182	
Subtotal	98,187	101,372	101,372	109,442	107,808	6.3%
Supplies:						
31 10 Office Supplies	342	350	350	350	450	
31 20 Computer Supplies	-	-	-	200	200	
31 35 Business Expenses	-	900	900	900	900	
31 40 Clothing	529	750	750	750	800	
34 15 Chemical Supplies	81,544	120,000	120,000	120,000	130,000	
35 10 Motor Vehicle Repair Supplies	858	2,500	2,500	2,500	2,500	
36 30 Safety Equipment	-	250	250	250	250	
37 10 Natural Gas	414	700	700	700	700	
37 20 Electricity	266,138	310,000	310,000	310,000	310,000	
37 30 Fuel, Oil and Lubricants	5,962	8,200	8,200	8,200	8,200	
Subtotal	355,786	443,650	443,650	443,850	454,000	2.3%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	175	210	210	210	210	
43 40 License and Inspection Fees	322	5,000	5,000	1,000	40,000	
51 20 General Insurance	15,590	16,050	16,050	17,500	17,500	
52 10 Telephone/Communications - Scada	855	1,200	1,200	1,200	1,200	
52 20 Postage	123	100	100	200	200	
54 10 Printing and Binding	1,754	2,000	2,000	2,000	2,000	
54 15 Community Education	280	2,555	2,555	2,555	2,750	
55 10 Education and Training	830	2,000	2,000	2,000	2,800	
56 25 Fleet Replacement	5,836	25,336	25,336	25,336	7,500	
57 10 Other Contractual Services	-	-	-	-	106,880	
62 40 Grounds Maintenance Services	-	-	-	-	12,220	
63 10 Building Repair and Maintenance	123	6,000	6,000	40,000	6,000	
63 25 Equipment Repair and Maintenance	222,544	135,000	135,000	135,000	135,000	
Subtotal	248,433	195,451	195,451	227,001	334,260	71.0%
Other Expenses:						
85 10 Depreciation Expense	187,592	-	-	-	-	
Subtotal	187,592	-	-	-	-	100.0%
Total Expenditures	\$ 889,997	\$ 740,473	\$ 740,473	\$ 780,293	\$ 896,068	21.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Water Distribution	Water & Wastewater	501-6053-600

PROGRAM DESCRIPTION:

The Water Distribution division, under the direction of the Executive Director of Public Services and the Utilities Director, is primarily responsible for the operation and maintenance of the City's water distribution and transmission system. Activities include maintenance and installation of piping, valves, fittings, fire hydrants, water meter reading, metering equipment, water taps, booster pump stations and storage facilities. The department is also responsible for providing emergency after-hours responses to water distribution problems.

PERFORMANCE INDICATORS:

	2015-16 <u>Actual</u>	2016-17 <u>Estimate</u>	2017-18 <u>Projected</u>
Water mains replaced/upgraded (linear feet)	38,689	10,000	11,000
Water meters replaced	62	65	70
Water meters read monthly	10,300	10,500	10,600
Percent increase(decrease) in water meters read monthly	5%	2%	1%
Broken mains/leaks repaired	463	490	500
Average length of time per service disruption (hours)	1	1.5	1.5
New water taps installed (excluding out of City MUD's)	420	440	460
Percent increase(decrease) in the number of water taps	6%	4%	4%
Total number of water connections (excluding out of city MUD's)	10,260	10,700	11,160
Total number of water connections for out of city MUD's receiving wholesale water from City	2,662	2,900	3,200
Average response time (hours)	1	1	1
Number of fire Hydrants	1,350	1,380	1,410
Number of fire hydrants flushed	2,700	2,760	2,820
Average water pressure	52	52	52
Number of customer water quality complaints	159	135	140
Water billed to city customers – gallons **	1.15	1.00	1.01
Water billed to wholesale MUD's – gallons *	239.2	227.5	229.0
Gallons of lost/unaccounted for water *	38.1	38.0	38.8
Percentage of lost/unaccounted for water	2.8%	2.7%	2.7%
Percentage of water billed to in-city/wholesale MUD's	86%/13%	86%/13%	86%/13%
Number of customer connect work orders completed	703	750	800
Number of customer disconnect work orders completed	600	560	600
Number of meter re-reads	3,651	1,060	1,050
Number of non-payment disconnects	1,391	1,320	1,300
Number of non-payment reconnects	1,310	1,305	1,300
Miles of water lines	171	180	191

* Million gallons

** Billion gallons

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Water Distribution	Water & Wastewater	501-6053-600

FY2018 BUDGET NOTES:

1. License and Inspection Fees were reclassified from Water Distribution to Water Production for the TCEQ assessments to more accurately report the expenses by function.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Water Distribution
FUNCTION: Water & Wastewater
ACCOUNT: 501-6053-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 622,496	\$ 694,640	\$ 694,640	\$ 653,270	\$ 699,664	
Supplies	205,866	252,225	252,225	222,825	259,525	
Maintenance and Services	184,594	188,109	188,109	198,109	167,664	
Subtotal	1,012,956	1,134,974	1,134,974	1,074,204	1,126,853	-0.7%
Total Expenditures	\$ 2,413,295	\$ 1,134,974	\$ 1,134,974	\$ 1,074,204	\$ 1,126,853	-0.7%

~ AUTHORIZED POSITIONS ~

Position Title						
Utilities Manager	0.50	0.50	0.50	0.50	0.50	
M&O Foreman	4.00	4.00	4.00	4.00	4.00	
M&O Technician	4.00	5.00	5.00	5.00	5.00	
M&O Assistant	2.00	2.00	2.00	2.00	2.00	
Total Personnel	10.50	11.50	11.50	11.50	11.50	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater
DEPARTMENT: Water Distribution
FUNCTION: Water & Wastewater
ACCOUNT: 501-6053-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 407,304	\$ 445,252	\$ 445,252	\$ 425,000	\$ 448,676	
10 20 Overtime	38,893	45,000	45,000	45,000	45,000	
10 30 Longevity	5,610	5,865	5,865	6,170	6,450	
10 40 Incentive Pay	2,800	5,100	5,100	3,150	1,800	
20 10 Retirement	62,150	66,949	66,949	61,500	66,155	
20 20 Social Security	32,328	38,343	38,343	33,000	38,398	
20 40 Insurance	66,498	79,474	79,474	72,500	83,754	
20 50 Workers' Compensation	5,973	7,467	7,467	6,000	8,233	
20 55 Long Term Disability	940	1,190	1,190	950	1,199	
Subtotal	622,496	694,640	694,640	653,270	699,664	0.7%
Supplies:						
31 10 Office Supplies	312	325	325	325	325	
31 40 Clothing	3,576	4,200	4,200	4,800	5,000	
31 90 Other Supplies	3,459	3,000	3,000	3,000	3,000	
34 10 Botanical & Agricultural Supplies	720	1,400	1,400	1,400	1,400	
34 15 Chemical Supplies	35	2,500	2,500	2,500	2,500	
34 25 Laboratory Supplies	770	1,500	1,500	1,500	3,000	
34 30 Cleaning Supplies	614	800	800	800	800	
35 10 Motor Vehicle Repair Supplies	5,254	7,000	7,000	7,000	7,000	
35 20 Building Materials and Supplies	123	900	900	900	900	
35 30 Plumbing Supplies	72,012	75,000	75,000	75,000	80,000	
35 32 Water Meters	95,128	120,000	120,000	90,000	120,000	
35 40 Street Repair Supplies	175	1,000	1,000	1,000	1,000	
36 10 Small Tools and Equipment	2,667	4,000	4,000	4,000	7,000	
36 30 Safety Equipment	1,269	2,000	2,000	2,000	2,000	
37 20 Electricity	236	600	600	600	600	
37 30 Fuel, Oil and Lubricants	19,516	28,000	28,000	28,000	25,000	
Subtotal	205,866	252,225	252,225	222,825	259,525	2.9%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	8,799	7,500	7,500	7,500	8,000	
43 40 License and Inspection Fees	29,795	30,000	30,000	34,000	1,000	
51 20 General Insurance	16,934	17,000	17,000	19,000	19,000	
52 10 Telephone/Communications	853	625	625	625	625	
52 20 Postage	-	500	500	500	500	
55 10 Education and Training	3,387	6,400	6,400	6,400	6,400	
56 24 Equipment Rentals	1,709	4,000	4,000	4,000	4,000	
56 25 Fleet Replacement	50,646	46,084	46,084	46,084	41,839	
57 10 Other Contractual Services	14,771	10,000	10,000	14,000	16,000	
57 15 Water Leakage Survey	25,600	25,000	25,000	25,000	27,000	
57 20 Water Sample Testing Services	-	30,000	30,000	30,000	30,000	
63 25 Equipment Repair and Maintenance	32,101	10,000	10,000	10,000	12,000	
63 27 Radio Repair and Maintenance	-	1,000	1,000	1,000	1,300	
Subtotal	184,594	188,109	188,109	198,109	167,664	-10.9%
Capital Outlay:						
85 10 Depreciation	1,400,340	-	-	-	-	
Subtotal	1,400,340	-	-	-	-	100.0%
Total Expenditures	\$ 2,413,295	\$ 1,134,974	\$ 1,134,974	\$ 1,074,204	\$ 1,126,853	-0.7%

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Wastewater Collection	Water & Wastewater	501-6054-600

PROGRAM DESCRIPTION:

The Wastewater Collection division, under the direction of the Executive Director of Public Services and the Utilities Director, is primarily responsible for the operation and maintenance of the City's wastewater collection system. Activities include maintenance and installation of piping, valves, fittings, wastewater taps and twenty-six (28) lift stations. The collection system is designed to collect and transport the wastewater for eventual treatment at the City's wastewater treatment plants. Additional responsibilities include continuation of the wastewater main replacement program, cleaning line stoppages, and installing sewer taps.

PERFORMANCE INDICATORS:

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
	<u>Actual</u>	<u>Estimate</u>	<u>Projected</u>
Sewer mains replaced/upgraded (linear feet)	45,414	20,000	20,000
Number of lift stations	28	28	28
Broken mains/leaks repaired including stoppages	478	480	490
Average length of time per service disruption in hours	1.5	1.5	1.5
New wastewater taps installed excluding out of City MUD's	381	390	400
Percent increase(decrease) in number of wastewater taps	6%	2%	4%
Total number of wastewater connections without MUD's	13,580	13,930	14,200
Total number of wastewater connections for out of city MUD's served by the city	165	165	165
Percent increase in the total number of wastewater connections	2%	2%	3%
Number of times per day each lift station maintained	1	1	1
Average response time to sewer complaints (hours)	1	1	1
Number of SCADA systems installed in lift stations	3	13	33
Miles of sanitary sewer lines	151	155	160

FY2018 BUDGET NOTES:

1. With the contracting out of the water plant operations, it was cost effective to also contract out the lift station operations in the amount of \$100,820 per year.
2. Decrease in Grounds Maintenance Services due to the reallocation of expense to Water Production to more accurately reflect expenses by function.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Wastewater Collection	Water & Wastewater	501-6054-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 422,348	\$ 506,523	\$ 506,523	\$ 506,523	\$ 514,379	
Supplies	119,067	151,325	151,325	151,325	151,325	
Maintenance and Services	155,014	196,515	196,515	178,515	290,000	
Subtotal	696,429	854,363	854,363	836,363	955,704	11.9%
Total Expenditures	\$ 1,427,684	\$ 854,363	\$ 854,363	\$ 836,363	\$ 955,704	11.9%

~ AUTHORIZED POSITIONS ~

Position Title						
Utilities Manager	0.50	0.50	0.50	0.50	0.50	
M&O Foreman	2.50	2.50	2.50	2.50	2.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Specialist	0.50	0.50	0.50	0.50	0.50	
M&O Assistant	3.00	3.00	3.00	3.00	3.00	0.0%
Total Personnel	7.00	7.00	7.00	7.00	7.00	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater	DEPARTMENT: Wastewater Collection	FUNCTION: Water & Wastewater	ACCOUNT: 501-6054-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 259,031	\$ 323,259	\$ 323,259	\$ 323,259	\$ 321,959	
10 20 Overtime	38,225	29,000	29,000	29,000	29,000	
10 30 Longevity	3,455	4,155	4,155	4,155	3,228	
10 40 Incentive Pay	3,300	5,250	5,250	5,250	6,300	
20 10 Retirement	42,032	49,111	49,111	49,111	48,304	
20 20 Social Security	21,850	28,127	28,127	28,127	28,038	
20 40 Insurance	50,040	62,422	62,422	62,422	72,246	
20 50 Workers' Compensation	3,778	4,326	4,326	4,326	4,435	
20 55 Long Term Disability	638	873	873	873	869	
Subtotal	422,348	506,523	506,523	506,523	514,379	1.6%
Supplies:						
31 10 Office Supplies	850	1,000	1,000	1,000	1,000	
31 40 Clothing	3,332	4,000	4,000	4,000	4,000	
34 15 Chemical Supplies	3,383	6,000	6,000	6,000	6,000	
34 30 Cleaning Supplies	357	750	750	750	750	
35 10 Motor Vehicle Repair Supplies	3,158	4,500	4,500	4,500	4,500	
35 20 Building Materials and Supplies	149	400	400	400	400	
35 30 Plumbing Supplies	20,336	20,000	20,000	20,000	20,000	
35 33 Sewer Taps	-	1,000	1,000	1,000	1,000	
35 35 Electrical Supplies	128	175	175	175	175	
35 40 Street Repair Supplies	427	1,000	1,000	1,000	1,000	
36 10 Small Tools and Equipment	766	5,000	5,000	5,000	5,000	
36 30 Safety Equipment	1,498	2,000	2,000	2,000	2,000	
37 20 Electricity	73,646	90,000	90,000	90,000	90,000	
37 30 Fuel, Oil and Lubricants	11,038	15,500	15,500	15,500	15,500	
Subtotal	119,067	151,325	151,325	151,325	151,325	0.0%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	140	280	280	280	320	
43 40 License and Inspection Fees	-	750	750	750	750	
51 20 General Insurance	7,535	8,000	8,000	11,000	11,000	
52 10 Telephone/Communications	344	1,225	1,225	1,225	1,225	
55 10 Education and Training	3,400	7,500	7,500	7,500	7,500	
56 24 Equipment Rentals	-	300	300	300	300	
56 25 Fleet Replacement	19,965	24,760	24,760	24,760	31,405	
57 10 Other Contractual Services - Lift Station Operator	-	-	-	-	100,820	
57 10 Other Contractual Services - Vacuum Services	16,060	25,000	25,000	25,000	30,000	
62 40 Grounds Maintenance Services	16,700	16,700	16,700	16,700	5,680	
63 25 Equipment Repair and Maintenance	90,870	111,000	111,000	90,000	100,000	
63 27 Radio Repair and Maintenance	-	1,000	1,000	1,000	1,000	
Subtotal	155,014	196,515	196,515	178,515	290,000	47.6%
Capital Outlay:						
85 10 Depreciation	731,255	-	-	-	-	
Subtotal	731,255	-	-	-	-	100.0%
Total Expenditures	\$ 1,427,684	\$ 854,363	\$ 854,363	\$ 836,363	\$ 955,704	11.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Wastewater Treatment	Water & Wastewater	501-6055-600

PROGRAM DESCRIPTION:

The Wastewater Treatment division, under the direction of the Executive Director of Public Services and the Utilities Director, is responsible for providing proper treatment of all wastewater received from the collection system and monitoring the effluent discharge and bio-solids in accordance with state and federal requirements. Included within the activities are the operation and maintenance of the City's three (3) wastewater treatment plants that process the collected wastewater. The division also performs process analysis for various local, state and federal regulatory agencies. The operations of this division have been outsourced to a private entity.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Daily average flow of wastewater treated annually:			
Plant No. 1A – Permit capacity 2.0mgd	1.30	1.45	1.45
Plant No. 2 – Permit capacity 4.5mgd	1.80	1.99	1.99
Plant No. 3 – Permit capacity 0.025mgd	.0032	.0032	.0032
Percent of permitted capacity:			
Plant No. 1A	65%	72%	72%
Plant No. 2	40%	44%	44%
Plant No. 3	13%	13%	13%
Permit violations	0	0	0

* Million gallons

** Billion gallons

FY2018 BUDGET NOTES:

1. Increase to Plant Operations Services by \$15,000 due to increase in the cost of services.
2. Increase to Pretreatment Program by \$20,000 due to the anticipated increase in cost and services based on TCEQ's review.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater	DEPARTMENT: Wastewater Treatment	FUNCTION: Water & Wastewater	ACCOUNT: 501-6055-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Supplies	\$ 262,265	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	
Maintenance and Services	757,164	807,200	815,657	775,600	852,600	
Subtotal	1,019,430	1,107,200	1,115,657	1,075,600	1,152,600	3.3%
Total Expenditures	\$ 1,468,597	\$ 1,107,200	\$ 1,115,657	\$ 1,075,600	\$ 1,152,600	3.3%

~ AUTHORIZED POSITIONS ~

Position Title
N/A

~ EXPENDITURE DETAIL ~

Supplies:						
37 20 Electricity	\$ 259,895	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	
37 30 Fuel, Oil and Lubricants	2,370	-	-	-	-	
Subtotal	262,265	300,000	300,000	300,000	300,000	0.0%
Maintenance and Services:						
43 15 Engineering and Architectural Services	40,638	20,000	20,000	20,000	25,000	
43 40 License and Inspection Fees	48,736	55,000	55,000	50,000	55,000	
51 20 General Insurance	28,994	29,000	29,000	31,300	31,300	
52 10 Telephone/Communications	-	1,300	1,300	1,300	1,300	
57 10 Other Cont Svcs - Plant Operation Services	495,573	510,000	510,000	510,000	525,000	
57 20 Other Cont Svcs - Pretreatment Program	-	10,000	10,000	3,000	30,000	
63 10 Building Repair and Maintenance	5,776	5,000	5,000	10,000	10,000	
63 25 Equipment Repair and Maintenance	137,448	176,900	185,357	150,000	175,000	
Subtotal	757,164	807,200	815,657	775,600	852,600	4.5%
Capital Outlay:						
85 10 Depreciation	449,167	-	-	-	-	
Subtotal	449,167	-	-	-	-	0.0%
Total Expenditures	\$ 1,468,597	\$ 1,107,200	\$ 1,115,657	\$ 1,075,600	\$ 1,152,600	3.3%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Reclaimed Water	Water & Wastewater	501-6057-600

PROGRAM DESCRIPTION:

Terry High School remains the first customer for Reclaimed Water from the City. This is a relatively new Water/Wastewater Department which will track the operational costs for providing reclaimed water. To help offset these costs, a revenue line item in the Water/Wastewater Fund was created for Reclaimed Water Sales.

PERFORMANCE INDICATORS:

	<u>2015-16 Actual</u>	<u>2016-17 Estimate</u>	<u>2017-18 Projected</u>
Reuse line installed (linear feet)	1,022	0	0
Reclaimed water pumpage *	180	200	200
Meters Installed	3	3	3

* Million gallons

FY2018 BUDGET NOTES:

1. Increase to Electricity by \$4,000 for increased operations for reclaimed water.
2. Increase to Equipment Repair and Maintenance due to increase in reclaimed water operations.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater	DEPARTMENT: Reclaimed Water	FUNCTION: Water & Wastewater	ACCOUNT: 501-6057-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Supplies	\$ 8,636	\$ 17,000	\$ 17,000	\$ 15,000	\$ 21,000	
Maintenance and Services	16,231	21,250	21,250	21,250	27,500	
Subtotal	24,867	38,250	38,250	36,250	48,500	26.8%
Total Expenditures	\$ 24,867	\$ 38,250	\$ 38,250	\$ 36,250	\$ 48,500	26.8%

~ AUTHORIZED POSITIONS ~

Position Title

N/A

~ EXPENDITURE DETAIL ~

Supplies:						
34 15 Chemical Supplies	\$ 1,399	\$ 6,000	\$ 6,000	\$ 4,000	\$ 6,000	
37 20 Electricity	7,237	11,000	11,000	11,000	15,000	
Subtotal	8,636	17,000	17,000	15,000	21,000	23.5%
Maintenance and Services:						
42 30 Water Reuse Plan	-	10,000	10,000	6,000	10,000	
51 20 General Insurance	37	500	500	500	500	
57 38 Educational Material & Signage	-	500	500	500	500	
63 10 Building Repair and Maintenance	32	250	250	250	500	
63 25 Equipment Repair and Maintenance	16,162	10,000	10,000	14,000	16,000	
Subtotal	16,231	21,250	21,250	21,250	27,500	29.4%
Total Expenditures	\$ 24,867	\$ 38,250	\$ 38,250	\$ 36,250	\$ 48,500	26.8%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Water & Wastewater	Non-Departmental	Water & Wastewater	501-6090-600

PROGRAM DESCRIPTION:

The expenditures for the Water & Wastewater Non-Departmental Fund are comprised of various administrative and maintenance charges, as well as debt payments and transfers to other funds.

FY2018 BUDGET NOTES:

1. A transfer of \$6,000 to the City Health Insurance Fund is for administrative costs.
2. The Technology Fee was removed from the different functions within the Water/Wastewater Fund and are included in the Non-Departmental Cost in the amount of \$138,990.
3. The Transfer to the General Fund of \$1,122,966, is to reimburse the General Fund for support services.
4. The Transfer to the General Fund as a Payment In-Lieu-of-Taxes is calculated at 4% of operating revenue.
5. The appropriation of \$1,993,292 is for the transfer to Debt Service Fund to pay current debt obligations.
6. The Transfer to W/WW Supplemental includes:
 - a. WWTP#2 SCADA \$ 80,000
 - b. Shoring \$ 9,500
 - c. SCADA Lift Station \$200,000
 - d. Data Collector & tower \$ 68,000
 - e. Computer for Foreman \$ 1,870
 - f. Badge Readers for Utility Building \$ 6,600
 - g. Security Cameras-All facilities \$ 70,000
 - h. Pickup Truck for Line Locator \$ 40,000
 - i. Triple Fork water line adjustment \$130,000
 - Total \$605,970

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Water & Wastewater	DEPARTMENT: Non-Departmental	FUNCTION: Water & Wastewater	ACCOUNT: 501-6090-600

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ DEPARTMENT SUMMARY ~						
Personnel and Benefits	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	
Maintenance and Services	85,625	76,132	76,132	76,132	187,194	
Debt Service	130,628	836,766	836,766	836,766	836,766	
Transfers to Other Funds	4,189,586	4,179,116	4,179,116	4,179,116	4,115,708	
Subtotal	4,411,839	5,098,014	5,098,014	5,098,014	5,145,668	0.9%
Total Expenditures	\$ 4,411,839	\$ 5,098,014	\$ 5,098,014	\$ 5,098,014	\$ 5,145,668	0.9%

~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
20 40 Insurance Admin/Contingency	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	
Subtotal	6,000	6,000	6,000	6,000	6,000	0.0%
Maintenance and Services:						
42 60 Technology Fees	47,445	29,332	29,332	29,332	138,990	
43 70 Performance Assurance Services	38,180	46,800	46,800	46,800	48,204	
Subtotal	85,625	76,132	76,132	76,132	187,194	145.9%
Debt Service:						
81 10 Principal	-	721,102	721,102	721,102	744,485	
81 20 Interest	130,628	111,814	111,814	111,814	88,431	
81 30 Fiscal Agent Fees	-	3,850	3,850	3,850	3,850	
Subtotal	130,628	836,766	836,766	836,766	836,766	0.0%
Transfers:						
91 01 Transfer to General Fund-Administration	1,403,923	1,053,576	1,053,576	1,053,576	1,122,966	
91 01 Transfer to General Fund-Pymt In-Lieu-of-Taxes	-	378,200	378,200	378,200	393,480	
92 16 Transfer to CDBG	85,000	75,200	75,200	75,200	-	
93 01 Transfer to Debt Service Fund	2,315,663	2,180,640	2,180,640	2,180,640	1,993,292	
95 15 Transfer to Water/Wastewater Supplemental	285,000	491,500	491,500	491,500	605,970	
96 03 Transfer to Technology Fund	100,000	-	-	-	-	
Subtotal	4,189,586	4,179,116	4,179,116	4,179,116	4,115,708	-1.5%
Total Expenditures	\$ 4,411,839	\$ 5,098,014	\$ 5,098,014	\$ 5,098,014	\$ 5,145,668	0.9%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Water & Wastewater Fund
Aggregating Schedule of Revenues
and Expenses (Working Capital Basis)**

Classification	2017-18 Budget			
	2015-16 Actual Totals	2015-16 Budget Totals	Water & Wastewater Operations (501)	WW Treatment Plant #4 (509)
<u>RESOURCES:</u>				
BEGINNING BALANCE	\$ 17,869,850	\$ 16,151,312	\$ 6,421,390	\$ 1,615,671
OPERATING REVENUES:				
Water revenue	5,024,247	4,810,000	5,004,500	-
Wastewater revenue	4,672,792	4,520,000	4,560,000	-
Subsidence Fee	2,945,022	2,700,000	-	-
Miscellaneous revenue	500,773	381,800	429,300	-
TOTAL OPERATING REVENUES	13,142,835	12,411,800	9,993,800	-
TOTAL FUNDS AVAILABLE	31,012,685	28,563,112	16,415,190	1,615,671
<u>EXPENSES:</u>				
Administration	210,087	329,218	281,413	-
Water production/purification	889,997	740,473	896,068	-
Water distribution	2,413,295	1,134,974	1,126,853	-
Wastewater collection	1,427,684	854,363	955,704	-
Wastewater treatment	1,468,597	1,115,657	1,152,600	-
Customer services	519,962	504,500	518,185	-
Groundwater Reduction Costs	2,488,839	461,000	-	-
Reclaimed Water	-	38,250	48,500	-
TOTAL EXPENSES	9,418,462	5,178,435	4,979,323	-
Non-Operating Revenues (Expenses):				
Capital impact revenue	1,285,381	-	-	-
Interest revenue	66,736	17,000	50,000	-
Debt service and fiscal agent fees	(130,628)	(836,766)	(836,766)	-
Transfers in	972,191	819,452	81,191	-
Personnel and Benefits	(6,000)	(6,000)	(6,000)	-
Maintenance and Services	(112,945)	(333,913)	(187,194)	-
Grant	-	-	-	-
Capital	(60,371)	(1,736,728)	-	(1,615,000)
Intergovernmental	778,401	400,000	-	-
TOTAL NON-OPERATING REVENUE (EXPENSES)	2,792,766	(1,676,955)	(898,769)	(1,615,000)
NET INCOME BEFORE OPERATING TRANSFERS	6,517,139	5,556,410	4,115,708	(1,615,000)
Operating transfers out	(5,722,049)	(4,179,116)	(4,115,708)	-
INCREASE (DECREASE) IN WORKING CAPITAL	795,090	1,377,294	0	(1,615,000)
ENDING BALANCE	\$ 18,664,940	\$ 17,528,605	\$ 6,421,390	\$ 671

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Water & Wastewater Fund
Aggregating Schedule of Revenues
and Expenses (Working Capital Basis)**

2017-18 Budget				
Water Subsid. Fund (514)	W/WW Supplemental Fund (515)	Water Impact Fee Fund (517)	Sewer Impact Fee Fund (518)	2017-18 Budget Totals
\$ 3,609,052	\$ 84,906	\$ 2,152,160	\$ 498,820	\$ 14,381,999
-	-	-	-	5,004,500
-	-	-	-	4,560,000
2,945,000	-	-	-	2,945,000
-	-	-	-	429,300
2,945,000	-	-	-	12,938,800
6,554,052		2,152,160	498,820	27,320,799
-	-	-	-	281,413
-	-	-	-	896,068
-	-	-	-	1,126,853
-	-	-	-	955,704
-	-	-	-	1,152,600
-	-	-	-	518,185
4,072,670	-	-	-	4,072,670
-	-	-	-	48,500
4,072,670	-	-	-	9,051,993
-	-	-	-	-
15,000	1,250	-	-	66,250
-	-	-	-	(836,766)
-	575,970	-	-	657,161
-	-	-	-	(6,000)
-	-	(30,000)	(30,000)	(247,194)
-	-	-	-	-
-	(575,970)	-	-	(2,190,970)
450,000	-	-	-	450,000
465,000	1,250	(30,000)	(30,000)	(2,107,519)
(662,670)	1,250	(30,000)	(30,000)	1,779,288
(303,918)	-	-	-	(4,419,626)
(966,588)	1,250	(30,000)	(30,000)	(2,640,338)
\$ 2,642,464	\$ 86,156	\$ 2,122,160	\$ 468,820	\$ 11,741,661

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**WATER & WASTEWATER
SPACEK RD LIFT STATION AND SEWER LINE IMPROVEMENTS FUND: 509**

Classification	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
RESOURCES:				
Total beginning balance	\$ 1,304,529	\$ 1,443,671	\$ 1,443,671	\$ 1,615,671
Revenues & Transfers In	139,143	-	172,000	-
TOTAL FUNDS AVAILABLE	1,443,671	1,443,671	1,615,671	1,615,671
DEDUCTIONS:				
Expenditures & Transfers Out	-	1,440,000	-	1,615,000
TOTAL ENDING BALANCE	1,443,671	3,671	1,615,671	671
ACCOUNT TOTAL	\$ 1,443,671	\$ 1,443,671	\$ 1,615,671	\$ 1,615,671
 REVENUES:				
43140 Capital Impact Fee Revenue	\$ 134,088	\$ -	\$ 164,000	\$ -
45100 Interest Earnings	5,054	-	8,000	-
TOTAL REVENUES	\$ 139,143	\$ -	\$ 172,000	\$ -
 EXPENDITURES:				
70 31 Spacek Road Sewer Line (CP1506)	\$ -	\$ 1,440,000	\$ -	\$ -
70 32 Bryan Road Lift Station (CP1408)	-	-	-	1,615,000
TOTAL EXPENDITURES	\$ -	\$ 1,440,000	\$ -	\$ 1,615,000

Budget Notes: The MUD's (MUD No. 144) located in the City's ETJ are contributing to this fund which will be used to build the Wastewater Treatment Plant # 4 when the customer base grows to require a new wastewater treatment plant. If WWTP# 4 is not needed, these funds will be used for Spacek Road Improvements and Lift Station.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**WATER & WASTEWATER
Subsidence Fund**

FUND: 514

Classification	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
RESOURCES:				
Total beginning balance	\$ 2,182,824	\$ 3,426,175	\$ 3,426,175	\$ 3,609,052
Revenues & transfers in	3,732,189	3,103,000	3,729,000	3,410,000
TOTAL FUNDS AVAILABLE	5,915,013	6,529,175	7,155,175	7,019,052
DEDUCTIONS:				
Expenditures & transfers out	2,488,839	3,594,123	3,546,123	4,376,588
TOTAL ENDING BALANCE	3,426,175	2,935,052	3,609,052	2,642,464
ACCOUNT TOTAL	\$ 5,915,014	\$ 6,529,175	\$ 7,155,175	\$ 7,019,052

REVENUES:				
42330 Gulf Coast Water Authority	318,250	-	340,000	-
42340 Intergovernmental (MUDS)	460,151	400,000	430,000	450,000
43222 Subsidence Fee	2,945,022	2,700,000	2,945,000	2,945,000
45100 Interest Earnings	8,766	3,000	14,000	15,000
TOTAL REVENUES	\$ 3,732,189	\$ 3,103,000	\$ 3,729,000	\$ 3,410,000

EXPENDITURES:				
31 35 Business Expense	\$ 332	\$ 1,000	\$ 1,000	\$ 1,000
43 15 Engineering Services	3,730	40,000	10,000	20,000
43 16 Water Corrosion Study	-	434,741	434,741	-
43 20 Legal Services	50	20,000	2,000	5,000
43 40 Subsidence Pumping Fee	24,560	30,000	30,000	40,000
43 50 Alternate Water Service	3,653	-	-	-
55 15 Community Education	-	10,000	10,000	10,000
57 10 Brazos River Authority Contract	317,813	340,000	340,000	360,000
57 20 Water Purchase - BWA	1,814,994	2,393,000	2,393,000	3,614,670
57 40 Water Wise Program	19,966	20,000	20,000	22,000
85 30 Other Expenses-Bad Debt	3,742	-	-	-
93 01 Transfer to Debt Service	300,000	305,382	305,382	303,918
TOTAL EXPENDITURES	\$ 2,488,839	\$ 3,594,123	\$ 3,546,123	\$ 4,376,588

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**WATER & WASTEWATER
Water/Wastewater Supplemental Fund**

FUND: 515

Classification	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
RESOURCES:				
Total beginning balance	\$ 194,386	\$ 345,178	\$ 345,178	\$ 84,906
Revenues & Transfers In	285,470	738,361	739,611	577,220
TOTAL FUNDS AVAILABLE	479,855	1,083,539	1,084,789	662,126
DEDUCTIONS:				
Expenditures & Transfers Out	134,678	1,066,874	999,883	575,970
TOTAL ENDING BALANCE	345,178	16,665	84,906	86,156
ACCOUNT TOTAL	\$ 479,855	\$ 1,083,539	\$ 1,084,789	\$ 662,126
REVENUES:				
45100 Interest Earnings	\$ 470	\$ 100	\$ 1,250	\$ 1,250
46730 Contribution - State of Texas	-	-	-	-
48501 Transfer from W/WW Fund	285,000	738,261	738,361	575,970
TOTAL REVENUES	\$ 285,470	\$ 738,361	\$ 739,611	\$ 577,220
EXPENDITURES:				
70 20 Buildings	\$ 27,320	\$ 257,781	\$ 282,000	\$ -
70 30 Improvements O/T Buildings	60,371	-	-	207,500
70 31 Sanitary Sewer Relocation	1,215	-	-	-
70 32 I-69 Utility Adjustments	18,453	17,172	17,172	-
70 33 I-69 Utility Adjustments	-	49,745	49,745	-
70 34 Lift Station No. 2 Improvements	-	376,866	376,866	-
70 35 SCADA Project	-	200,000	200,000	280,000
70 36 Sanitary Sewer Phasell	-	88,810	-	-
70 40 Machinery and Equipment	-	76,500	74,100	86,600
70 41 Computer Hardware/Software	-	-	-	1,870
95 01 Transfer to W/WW Fund	27,320	-	-	-
TOTAL EXPENDITURES	\$ 134,678	\$ 1,066,874	\$ 999,883	\$ 575,970

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**WATER & WASTEWATER
Water Impact Fee Fund**

FUND: 517

Classification	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
RESOURCES:				
Total beginning balance	\$ 785,204	\$ 1,099,160	\$ 1,099,160	\$ 2,152,160
Revenues & Transfers In	919,956	-	1,053,000	-
TOTAL FUNDS AVAILABLE	1,705,160	1,099,160	2,152,160	2,152,160
DEDUCTIONS:				
Expenditures & Transfers Out	606,000	-	-	30,000
TOTAL ENDING BALANCE	1,099,160	1,099,160	2,152,160	2,122,160
ACCOUNT TOTAL	\$ 1,705,160	\$ 1,099,160	\$ 2,152,160	\$ 2,152,160
REVENUES:				
43140 Capital Impact Fee	\$ 916,757	\$ -	\$ 1,046,000	\$ -
45100 Interest Earnings	3,199	-	7,000	-
TOTAL REVENUES	\$ 919,956	\$ -	\$ 1,053,000	\$ -
EXPENDITURES:				
43 90 Professional Services	\$ -	\$ -	\$ -	\$ 30,000
95 20 Transfer to GRP Water Projects Fund	606,000	-	-	-
TOTAL EXPENDITURES	\$ 606,000	\$ -	\$ -	\$ 30,000

Budget Notes: These funds will be used for future improvements to the City's water system in accordance with the Water Impact Fee Plan adopted by the City Council.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**WATER & WASTEWATER
Sewer Impact Fee Fund**

FUND: 518

Classification	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget
RESOURCES:				
Total beginning balance	\$ 988,201	\$ 1,226,820	\$ 1,226,820	\$ 498,820
Revenues & Transfers In	238,619	-	181,000	-
TOTAL FUNDS AVAILABLE	1,226,820	1,226,820	1,407,820	498,820
DEDUCTIONS:				
Expenditures & Transfers Out	-	909,000	909,000	30,000
TOTAL ENDING BALANCE	1,226,820	317,820	498,820	468,820
ACCOUNT TOTAL	\$ 1,226,820	\$ 1,226,820	\$ 1,407,820	\$ 498,820

REVENUES:				
43140 Capital Impact Fee	\$ 234,536	\$ -	\$ 175,000	\$ -
45100 Interest Earnings	4,083	-	6,000	-
TOTAL REVENUES	\$ 238,619	\$ -	\$ 181,000	\$ -

EXPENDITURES:				
43 90 Outside Professional Services	\$ -	\$ -	\$ -	\$ 30,000
70 30 Improvements O/T Building	-	909,000	909,000	-
TOTAL EXPENDITURES	\$ -	\$ 909,000	\$ 909,000	\$ 30,000

For Bryan/Spacek Road Sewer Improvements

Budget Notes: These funds will be used for future improvements to the City's sewer system in accordance with the Sewer Impact Fee Plan adopted by the City Council.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Total Water and Sewer Debt

Fiscal Year Ended 9/30	Principal Due	Total Interest	Total Principal & Interest
2018	744,485	88,431	832,916
2019	637,495	64,226	701,722
2020	260,185	45,740	305,924
2021	465,085	28,694	493,779
2022	283,393	5,078	288,471
2023	21,000	0	21,000
2024	21,000	0	21,000
2025	21,000	0	21,000
2026	21,000	0	21,000
2027	21,000	0	21,000
2028	21,000	0	21,000
2029	21,000	0	21,000
	<u>\$2,537,644</u>	<u>\$232,169</u>	<u>\$2,769,813</u>

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Combination Tax and Revenue Certificates of Obligations
Series 2010 (TWDB)**

Fiscal Year Ended 9/30	Principal Due		Total Principal & Interest
2018	21,000	-	21,000
2019	21,000	-	21,000
2020	21,000	-	21,000
2021	21,000	-	21,000
2022	21,000	-	21,000
2023	21,000	-	21,000
2024	21,000	-	21,000
2025	21,000	-	21,000
2026	21,000	-	21,000
2027	21,000	-	21,000
2028	21,000	-	21,000
2029	21,000	-	21,000
Total	<u>\$ 252,000</u>	<u>\$ -</u>	<u>\$ 252,000</u>

Total amount authorized: \$394,000
Ordinance # 2010-06

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**Capital Lease Agreement
Energy Efficiency Project 2009**

Fiscal Year Ended 9/30	Principal Due	Total Interest	Total Principal & Interest
2018	101,723	57,511	159,233
2019	107,063	52,170	159,233
2020	239,185	45,740	284,924
2021	444,085	28,694	472,779
2022	262,393	5,078	267,471
Total	\$1,154,450	\$189,192	\$1,343,642

General Fund Requirements

10%

2018	10,172	5,751	15,923
2019	10,706	5,217	15,923
2020	23,918	4,574	28,492
2021	44,409	2,869	47,278
2022	26,239	508	26,747
Total	\$115,445	\$18,919	\$134,364

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**State Energy Conservation Office - Loan Agreement
Energy Efficiency Project 2009**

Fiscal Year Ended 9/30	Principal Due	Total Interest	Total Principal & Interest
2018	621,762	30,920	652,682
2019	509,432	12,057	521,489
Total	<u>\$1,131,194</u>	<u>\$42,977</u>	<u>\$1,174,171</u>

**General Fund Requirements
10%**

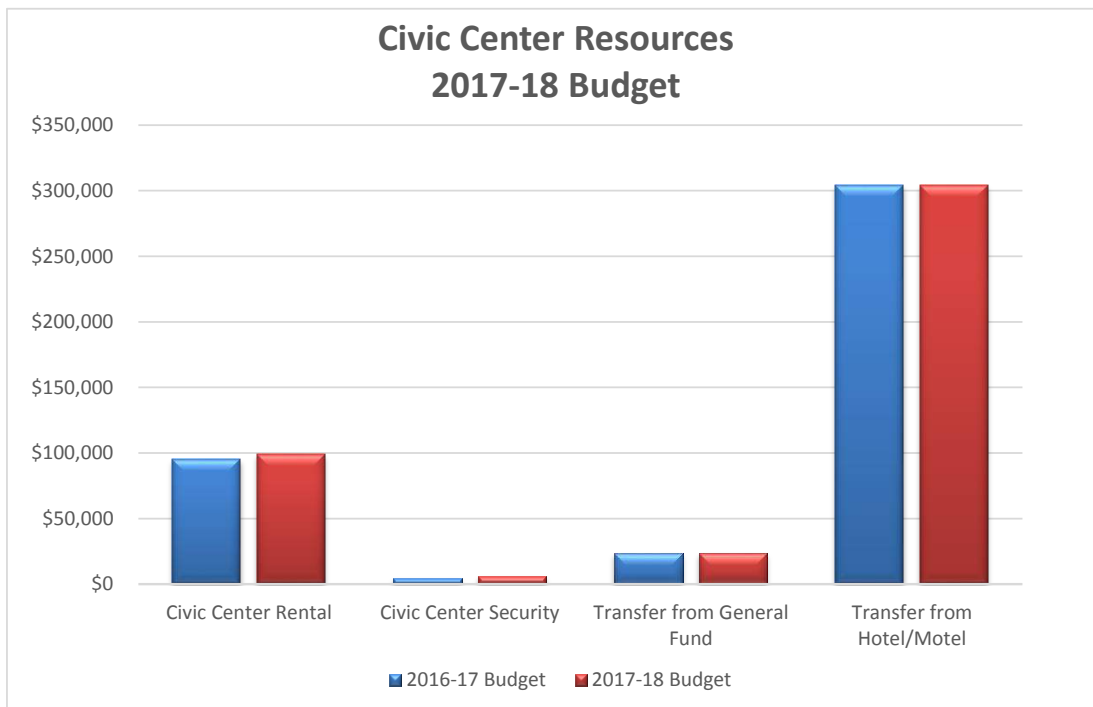
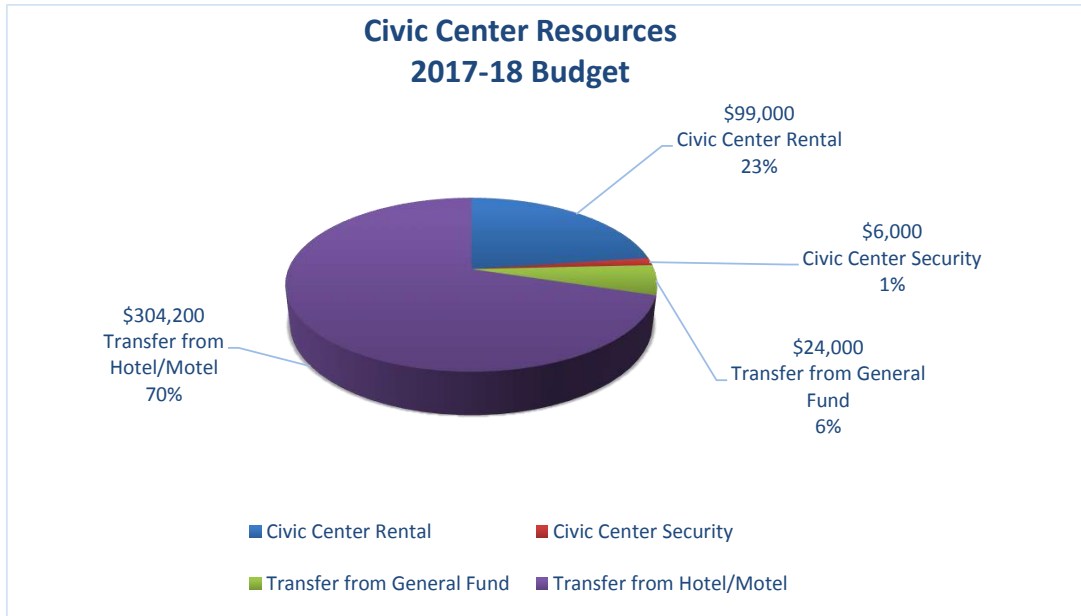
2018	62,176	3,092	65,268
2019	50,943	1,206	52,149
Total	<u>\$113,119</u>	<u>\$4,298</u>	<u>\$117,417</u>

CIVIC CENTER FUND

This fund is used to account for the activities and operations pertaining to the Rosenberg Civic Center.

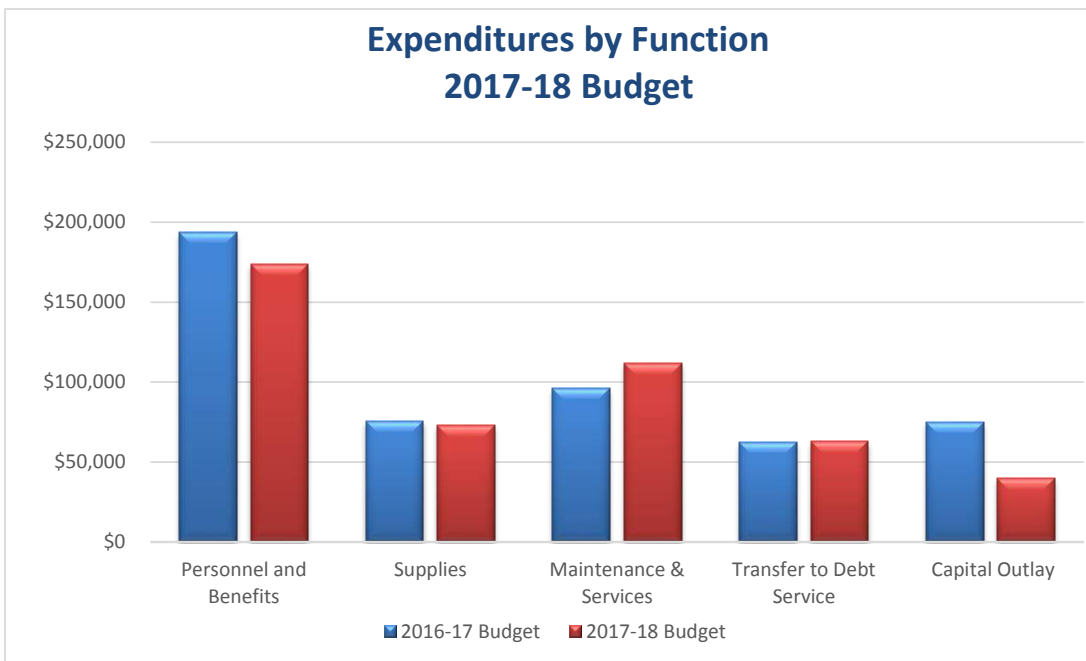
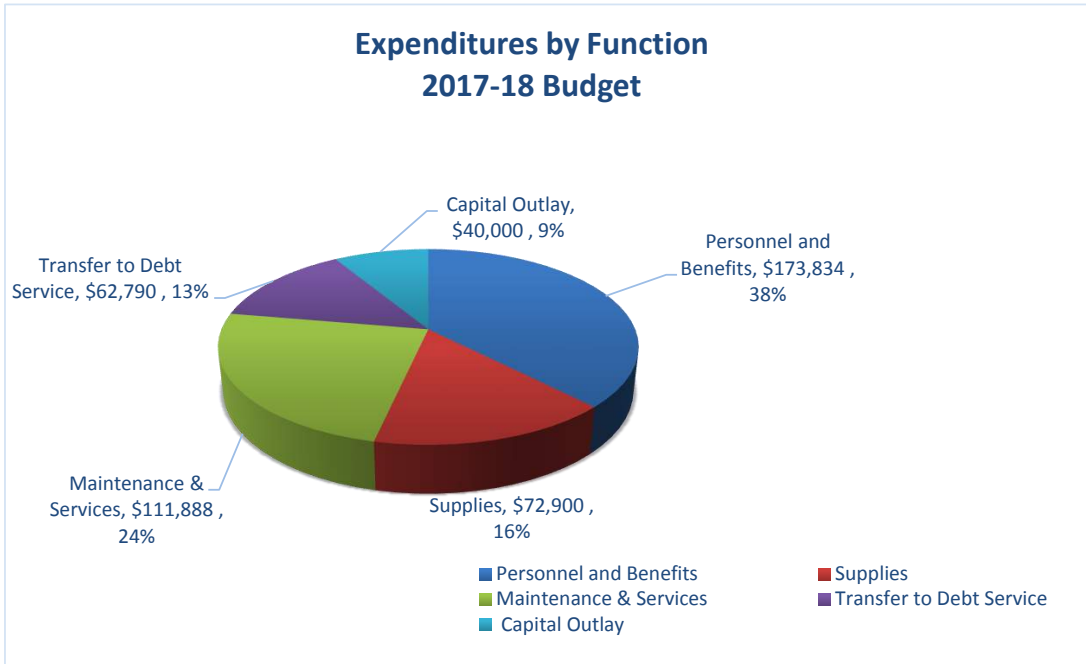
CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

Civic Center Fund Summary



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

Civic Center Fund Summary



**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Civic Center	Civic Center	Community Development	560-1951-540

MISSION STATEMENT:

The Civic Center vision and goal for the future is to become the premier location for our community when planning an event or meeting by continuing to keep our customer satisfaction as top priority and maintaining a warm, inviting environment for all.

PROGRAM DESCRIPTION:

The Rosenberg Civic Center provides a resource to city departments, the community and surrounding region to hold meetings, corporate functions, and educational seminars, social and private events at affordable costs in a comfortable atmosphere. With the addition of Parks & Recreation Programming the center has become a resource for leisure activities for young and young at heart to enjoy a host of fun family oriented activities. Civic Center staff provides these services with the utmost consideration to the customer's well-being and satisfaction.

STRATEGIC PLAN GOALS:

- ❖ *The City of Rosenberg will effectively manage the growth that will occur in Rosenberg in the coming years.*

Department Goal# 1: Provide excellent customer service and satisfaction - 100% is the goal.

Objectives:

- Continue to obtain, analyze and respond to customer feedback on the level of service provided by staff, atmosphere provided, success of events and overall satisfaction with the facility.
- Continue to provide educational opportunities for staff to enhance service levels.
- Improve access to information regarding the availability of the center and parks facilities and to streamline the booking process.

Department Goal# 2: Provide a clean, well maintained, updated and comfortable environment for all customers.

Objectives:

- Continue maintenance schedule for the building, equipment, grounds and parking lot.
- Continue feedback and suggestions on how to improve on the current contracted janitorial services.
- Evaluate and suggest updates to outdated technology and audio/visual systems.

- ❖ *The City of Rosenberg will enhance Rosenberg's quality of life for residents, businesses and visitors.*

- Department Goal# 3: Be recognized as the premier meeting/special event resource for the community.

Objectives:

- Raise community awareness of the facility.
- Encourage referrals to the facility.
- Improve/enhance webpage

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Civic Center	Civic Center	Community Development	560-1951-540

PERFORMANCE INDICATORS:

	<u>2015-16 Actual</u>	<u>2016-17 Estimate</u>	<u>2017-18 Projected</u>
Customer Satisfaction Levels	81%	90%	95%
Cost to perform maintenance activities	\$30,543	\$45,150	\$38,500
 Civic Center Bookings	 881	 890	 890
Civic Center Revenue	\$94,000	\$94,500	\$95,000

FY2018 BUDGET NOTES:

1. Due to reorganization of the Parks Department and Civic Center personnel, the Administrative Technician position is budgeted at fifty percent (50%) from Civic Center and fifty percent (50%) from the Parks Department.
2. Heating & A/C Repair & Maintenance is reduced due to the one-time cost in FY2017 to repair the air condition system.
3. Machinery and Equipment is reduced from \$75,000 to \$40,000 due to the completion of the new digital sign installation and to rollover the \$40,000 for the audio and video technology improvements.
4. Budget includes the use of \$27,212 of fund balance to balance the FY2018 Civic Center Fund Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CIVIC CENTER FUND

FUND 560

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
CIVIC CENTER FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ (23,008)	\$ 58,510	\$ 43,729	\$ 43,729	\$ 27,212
Revenues and Transfers In	<u>423,799</u>	<u>427,850</u>	<u>427,850</u>	<u>428,700</u>	<u>434,200</u>
Total Funds Available	<u>\$ 400,791</u>	<u>\$ 486,360</u>	<u>\$ 471,579</u>	<u>\$ 472,429</u>	<u>\$ 461,412</u>
Uses/Deductions:					
Expenditures and Transfers	\$ 357,062	\$ 502,850	\$ 502,850	\$ 445,217	\$ 461,412
Ending Fund Balance:					
Total Ending Balance	\$ 43,729	\$ (16,490)	\$ (31,271)	\$ 27,212	\$ -
Fund Total	<u>\$ 400,791</u>	<u>\$ 486,360</u>	<u>\$ 471,579</u>	<u>\$ 472,429</u>	<u>\$ 461,412</u>
 Net Revenues (Expenditures)	 66,737	 (75,000)	 (75,000)	 (16,517)	 (27,212)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Civic Center **DEPARTMENT:** Civic Center **FUNCTION:** Community Development **FUND: 560**

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 414	\$ 150	\$ 150	\$ 500	\$ 1,000	
46510 Civic Center Rental	94,035	95,000	95,000	94,500	99,000	
46512 Civic Center Security	5,350	4,500	4,500	5,500	6,000	
48101 Transfer from General Fund	24,000	24,000	24,000	24,000	24,000	
48212 Transfer from Hotel/Motel Fund	300,000	304,200	304,200	304,200	304,200	
TOTAL REVENUES	423,799	427,850	427,850	428,700	434,200	
EXPENDITURES:						
Personnel and Benefits	\$ 152,075	\$ 193,613	\$ 193,613	\$ 178,980	\$ 173,834	
Supplies	71,754	75,700	75,700	72,700	72,900	
Maintenance and Services	70,796	95,968	95,968	95,968	111,888	
Transfer to Debt Service	62,437	62,569	62,569	62,569	62,790	
Subtotal	357,062	427,850	427,850	410,217	421,412	
Capital Outlay	-	75,000	75,000	35,000	40,000	
Total Expenditures	\$ 357,062	\$ 502,850	\$ 502,850	\$ 445,217	\$ 461,412	-8.2%

~ AUTHORIZED POSITIONS ~

Position Title						
Civic Center Manager	1.00	1.00	1.00	1.00	1.00	
Administrative Technician	1.00	1.00	0.50	0.50	0.50	
M&O Assistant	1.96	1.96	1.96	1.96	1.96	
Total Personnel	3.96	3.96	3.46	3.46	3.46	0.0%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Civic Center **DEPARTMENT:** Civic Center **FUNCTION:** Community Development **FUND: 560**

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ EXPENDITURE DETAIL ~						
Personnel and Benefits:						
10 10 Salaries and Wages	\$ 110,687	\$ 116,909	\$ 116,909	\$ 108,056	\$ 103,885	
10 20 Overtime - Security	3,683	4,500	4,500	4,500	4,500	
10 30 Longevity	420	605	605	605	660	
10 40 Incentive Pay	175	600	600	600	300	
11 10 Temporary Salaries and Wages	13,936	20,535	20,535	15,000	17,250	
20 10 Retirement	(7,392)	16,418	16,418	16,250	14,451	
20 20 Social Security	9,458	10,977	10,977	10,900	9,712	
20 40 Insurance	19,972	21,626	21,626	21,626	21,692	
20 50 Workers' Compensation	560	836	836	836	812	
20 55 Long Term Disability	278	307	307	307	272	
20 65 Cell Phone Allowance	300	300	300	300	300	
Subtotal	152,075	193,613	193,613	178,980	173,834	-10.2%
Supplies:						
31 10 Office Supplies	618	700	700	700	700	
31 35 Business Expenses	100	100	100	100	100	
31 40 Clothing	357	500	500	500	500	
31 90 Other Supplies	1,228	1,500	1,500	1,500	1,500	
34 30 Cleaning Supplies	2,707	3,100	3,100	3,100	3,300	
35 10 Motor Vehicle Repair Supplies	93	700	700	700	700	
35 12 Supply Inventory	9,932	2,050	2,050	2,050	2,050	
35 30 Plumbing Supplies	73	300	300	300	300	
35 35 Electrical Supplies	358	500	500	500	500	
37 10 Natural Gas	405	550	550	550	550	
37 20 Electricity	55,420	65,000	65,000	62,000	62,000	
37 30 Fuel, Oil and Lubricants	463	700	700	700	700	
Subtotal	71,754	75,700	75,700	72,700	72,900	-3.7%
Maintenance and Services:						
42 35 Dues, Subscriptions, Memberships	670	770	770	770	770	
42 60 Technology Fees	11,949	10,098	10,098	10,098	27,798	
43 90 Other Professional Services - Inspections	2,158	2,460	2,460	2,460	2,480	
51 20 General Insurance	5,173	6,500	6,500	6,500	6,500	
52 10 Telephone/Communications	-	850	850	850	850	
52 20 Postage	4	100	100	100	100	
53 10 Advertising	720	1,700	1,700	1,700	1,700	
54 10 Printing and Binding	-	500	500	500	500	
55 10 Education and Training	827	1,000	1,000	1,000	1,000	
56 24 Equipment Rentals	1,630	1,650	1,650	1,650	1,650	
56 25 Fleet Replacement	3,750	3,750	3,750	3,750	2,600	
57 15 Janitorial Services	11,867	19,140	19,140	19,140	19,140	
62 31 Pest Control Services	800	800	800	800	800	
62 40 Grounds Maintenance	705	1,500	1,500	1,500	10,000	
63 10 Building Repair and Maintenance	20,184	11,950	11,950	11,950	12,000	
63 20 Heating & A/C Repair and Maintenance	7,374	27,200	27,200	27,200	18,000	
63 25 Equipment Repair and Maintenance	2,985	6,000	6,000	6,000	6,000	
Subtotal	70,796	95,968	95,968	95,968	111,888	16.6%

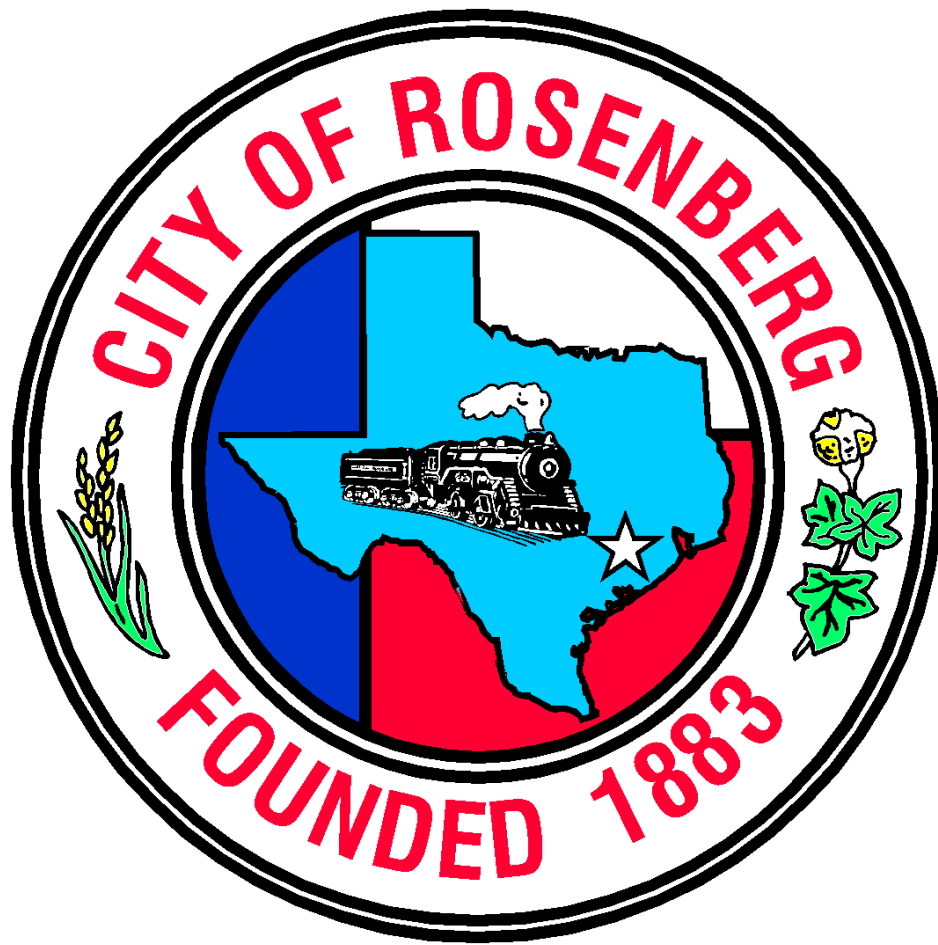
**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND: Civic Center **DEPARTMENT:** Civic Center **FUNCTION:** Community Development **FUND: 560**

Classification		2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
Capital Outlay:							
70 40	Machinery and Equipment	-	75,000	75,000	35,000	40,000	-46.7%
	Subtotal	-	75,000	75,000	35,000	40,000	-46.7%

~ EXPENDITURE DETAIL ~

Transfers:							
93 01	Transfer to Debt Service Fund	62,437	62,569	62,569	62,569	62,790	
	Subtotal	62,437	62,569	62,569	62,569	62,790	0.4%
Total Expenditures		\$ 357,062	\$ 502,850	\$ 502,850	\$ 445,217	\$ 461,412	-8.2%





INTERNAL SERVICE FUNDS

- Summary of Revenues, Expenditures, and Changes in Fund Equity
- Insurance Fund
- Fleet Replacement Fund
- Technology Fund

INTERNAL SERVICE FUNDS

OCT 1, 2017 - SEP 30, 2018

INTERNAL SERVICE FUNDS

Internal service funds are used to account for activities in which one or more departments of the City provide various services to other departments of the City, whereby, the intent of the fund is to recover the cost of providing those services from internal user charges.

Insurance Fund (601) - This fund is used to account for medical premiums and claims for City employees, eligible retirees, and covered dependents, and is funded by premiums from the General Fund, Water and Wastewater Fund, Fire Station No. 3 Operating Fund, Technology Fund, Civic Center Fund, and Hotel/Motel Fund, as well as contributions from employees, retirees and insured dependents.

Fleet Replacement Fund (602) - This fund is used to account for expenses associated with replacement of the City's fleet. Revenues are derived from lease charges from the various user departments in the General Fund, Water and Wastewater Fund, Civic Center, and Fire Station No.3.

Technology Fund (603) - This fund is used to account for expenses associated with operating, maintaining and acquiring the City's information systems. Revenues are derived from user charges to the General, Water and Wastewater, Fire Station No.3, and Civic Center Funds.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND EQUITY**

ALL INTERNAL SERVICE FUNDS

2017-18 BUDGET					
	2016-17 Budget Total	Insurance Fund	Fleet Replacement Fund	Technology Fund	2017-18 Budget Total
<u>RESOURCES:</u>					
Total beginning balance	\$ 5,580,312	\$ 682,117	\$ 4,291,536	\$ 115,908	\$ 5,089,561
REVENUES:					
Insurance premiums	\$ 3,069,060	\$ 3,585,399	\$ -	\$ -	\$ 3,585,399
Service charges	1,209,773	-	789,283	941,600	1,730,883
Interest earnings	3,050	2,000	1,950	2,000	5,950
Insurance Proceeds	-	-	-	-	-
Miscellaneous	25,839	-	25,839	-	25,839
Transfer in	-	-	665,600	-	665,600
TOTAL REVENUES	4,307,722	3,587,399	1,482,672	943,600	6,013,671
TOTAL FUNDS AVAILABLE	\$ 9,888,034	\$ 4,269,515	\$ 5,774,208	\$ 1,059,508	\$ 11,103,231
<u>EXPENDITURES/EXPENSES:</u>					
Maintenance & services	\$ 3,526,409	\$ 3,626,399	\$ -	\$ 757,600	\$ 4,383,999
Subtotal	3,526,409	3,626,399	-	757,600	4,383,999
Capital outlay	1,255,440	-	747,000	184,000	931,000
TOTAL EXPENDITURES	\$ 4,781,849	\$ 3,626,399	\$ 747,000	\$ 941,600	\$ 5,314,999
<u>ENDING FUND BALANCE:</u>					
Total ending balance	5,106,185	643,117	5,027,208	117,908	5,788,233
Designated balances	-	-	-	-	-
Undesignated balance	5,106,185	643,117	5,027,208	117,908	5,788,233
FUND TOTAL	\$ 9,888,034	\$ 4,269,515	\$ 5,774,208	\$ 1,059,508	\$ 11,103,231

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Insurance	Insurance	Insurance	601-0000-610

PROGRAM DESCRIPTION:

The Insurance Fund accounts for the City's health, dental, vision, life insurance plans, long-term disability and the flexible spending plan. Revenues are derived from premiums paid by the City, as well as employee contributions for the employee's portion of the employee and dependent coverage. The insurance plan is also available for eligible City retirees.

FY2018 BUDGET NOTES:

1. The Health Insurance Premiums increased by twelve percent (12%) for FY2018. Additionally, five percent (5%) of dependent coverage was shifted from the City to the employee. The overall costs are even greater due to additional personnel and an increase in the participation level.
2. Budget includes the use of \$39,000 of fund balance to balance the FY2018 Budget.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

INSURANCE FUND

FUND: 601

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
INSURANCE FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 825,326	\$ 643,134	\$ 763,633	\$ 763,633	\$ 682,117
Revenues and Transfers In	<u>2,788,775</u>	<u>3,049,962</u>	<u>3,070,060</u>	<u>3,284,017</u>	<u>3,587,399</u>
Total Funds Available	<u>\$ 3,614,101</u>	<u>\$ 3,693,096</u>	<u>\$ 3,833,693</u>	<u>\$ 4,047,650</u>	<u>\$ 4,269,515</u>
Uses/Deductions:					
Expenditures and Transfers Out	2,850,469	3,086,963	3,107,059	3,365,533	3,626,399
Ending Fund Balance:					
Total Ending Balance	763,633	606,133	726,634	682,117	643,117
Fund Total	<u>\$ 3,614,101</u>	<u>\$ 3,693,096</u>	<u>\$ 3,833,693</u>	<u>\$ 4,047,650</u>	<u>\$ 4,269,515</u>
 Net Revenues (Expenditures)	 (61,693)	 (37,001)	 (36,999)	 (81,516)	 (39,000)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

INSURANCE FUND

FUND: 601

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 2,311	\$ 1,000	\$ 1,000	\$ 2,000	\$ 2,000	
47210 General Fund Insurance Premium	1,559,202	1,768,093	1,786,551	1,834,164	1,999,738	
47220 W/WW Fund Insurance Premium	176,653	213,642	213,642	197,015	230,311	
47225 Fire Station #3 Oper Insurance Premium	107,679	119,413	119,413	138,054	139,207	
47230 Technology Fund Insurance Premium	691	-	-	-	-	
47235 Civic Center Fund Insurance Premium	19,882	21,626	21,626	21,626	21,692	
47240 Employees' Health Insurance Premiums	567,379	565,717	567,357	684,184	773,680	
47241 Employees' Vision Insurance Premiums	75	-	-	17,738	17,750	
47242 Employees' Dental Insurance Premiums	107,424	106,000	106,000	110,889	110,000	
47245 Employees' Flex Spending Contributions	46,264	50,000	50,000	86,369	87,000	
47260 Retirees' Insurance Premiums	89,913	111,550	111,550	99,608	111,550	
47265 Long Term Disability	30,731	30,600	30,600	30,600	30,600	
47270 Administrative Fees - General Fund	66,000	47,000	47,000	47,000	47,000	
47275 Administrative Fees - W/WW Fund	6,000	6,000	6,000	6,000	6,000	
47280 Hotel/Motel Fund Insurance Premium	8,572	9,321	9,321	8,770	10,871	
TOTAL REVENUES	\$ 2,788,775	\$ 3,049,962	\$ 3,070,060	\$ 3,284,017	\$ 3,587,399	16.9%

EXPENDITURES:						
Maintenance and Services	\$ 2,850,469	\$ 3,086,963	\$ 3,107,059	\$ 3,365,533	\$ 3,626,399	16.7%
TOTAL EXPENDITURES	\$ 2,850,469	\$ 3,086,963	\$ 3,107,059	\$ 3,365,533	\$ 3,626,399	16.7%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
42 55 Administrative Fees	\$ 26,972	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	
42 80 Health Fair Expenses	3,964	5,000	5,000	5,000	5,000	
51 10 Health Insurance Premiums	2,583,332	2,794,363	2,814,459	3,018,569	3,272,049	
51 15 Vision Insurance Premiums	-	-	-	17,664	17,750	
51 25 Dental Insurance Premiums	125,423	121,000	121,000	120,400	125,000	
51 30 Flex Spending Insurance Claims	48,901	50,000	50,000	85,000	87,000	
51 35 Long Term Disability	30,606	30,600	30,600	30,600	30,600	
51 40 Life Insurance Premiums	22,891	23,000	23,000	25,300	26,000	
57 10 Other Contractual Services	8,380	15,000	15,000	15,000	15,000	
Subtotal	2,850,469	3,086,963	3,107,059	3,365,533	3,626,399	16.7%
Total Expenditures	\$ 2,850,469	\$ 3,086,963	\$ 3,107,059	\$ 3,365,533	\$ 3,626,399	16.7%

CITY OF ROSENBERG, TEXAS 2017-18 BUDGET

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Fleet Replacement	Fleet Replacement	Fleet Replacement	602-0000-610

PROGRAM DESCRIPTION:

The Fleet Replacement Fund, accounts for lease revenues charged to the General Fund, Fire Station No. 3 Operating Fund, the Water/Wastewater Fund and Civic Center Fund operational budgets. Lease revenues consist of annual charges, based on the replacement cost of vehicles. Vehicle useful lives are estimated from 5 to 20 years, depending upon the expected use of the vehicle. For example, police patrol units are normally replaced every 4 to 6 years, while administrative vehicles may be replaced every 8 years. Pickups may be replaced every 7 to 10 years. The City Vehicle Replacement Policy further explains the criteria for replacement.

PERFORMANCE INDICATORS:

	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Estimate</u>	<u>2017-18</u> <u>Projected</u>
Average age of fleet	4.89	4.4	4.31
Percent of the fleet recommended for replacement	18%	13%	.9%

FY2018 BUDGET NOTES:

1. Transfer from General Fund is budgeted at \$665,600 for the purchase of a new fire engine. The fire engine and equipment is budgeted at \$710,000. The difference in the transfer and the cost will be covered by the Fleet Replacement Fund.
2. The following vehicle is recommended for replacement in FY2018:

Fire Department – 101-3100

Vehicle	Year /Make / Model	Est. Mileage	Age	Replacement cost
01-31-16	2008 Ford F-250	93,250	8 years	\$37,000.00

3. History of vehicles replaced:
 - 2011-12 - Replaced nine (9) vehicles
 - 2012-13 - Replaced three (3) vehicles and purchased a dump truck
 - 2013-14 - Replaced four (4) vehicles
 - 2014-15 - Replaced six (6) vehicles
 - 2015-16 - Replaced nineteen (19)
 - 2016-17 - Replaced fourteen (14)
 - 2017-18 - Recommended replacing one (1)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FLEET REPLACEMENT FUND

FUND: 602

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
FLEET REPLACEMENT FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 3,803,068	\$ 3,656,302	\$ 4,223,393	\$ 4,223,393	\$ 4,291,536
Revenues and Transfers In	<u>667,680</u>	<u>738,143</u>	<u>738,143</u>	<u>738,143</u>	<u>1,482,672</u>
Total Funds Available	<u>4,470,748</u>	<u>4,394,445</u>	<u>4,961,536</u>	<u>4,961,536</u>	<u>5,774,208</u>
Uses/Deductions:					
Expenditures and Transfers Out	247,354	670,000	670,000	670,000	747,000
Ending Fund Balance:					
Total Ending Balance	4,223,393	3,724,445	4,291,536	4,291,536	5,027,208
Fund Total	<u>\$ 4,470,748</u>	<u>\$ 4,394,445</u>	<u>\$ 4,961,536</u>	<u>\$ 4,961,536</u>	<u>\$ 5,774,208</u>
 Net Revenues (Expenditures)	 420,325	 68,143	 68,143	 68,143	 735,672

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FLEET REPLACEMENT FUND

FUND: 602

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 9,771	\$ 1,950	\$ 1,950	\$ 1,950	\$ 1,950	
47310 Lease Revenue - General Fund	518,594	576,145	576,145	576,145	671,660	
47320 Lease Revenue - Water/WW Fund	80,323	101,056	101,056	101,056	85,620	
47325 Lease Rev-Fire Station No.3 Operating	29,403	29,403	29,403	29,403	29,403	
47330 Loan Payment Revenue	25,839	25,839	25,839	25,839	25,839	
47335 Lease Revenue - Civic Center	3,750	3,750	3,750	3,750	2,600	
48101 Transfer from General Fund	-	-	-	-	665,600	
TOTAL REVENUES	\$ 667,680	\$ 738,143	\$ 738,143	\$ 738,143	\$ 1,482,672	100.9%
EXPENDITURES:						
Capital Outlay	\$ 247,354	\$ 670,000	\$ 670,000	\$ 670,000	\$ 747,000	11.5%
TOTAL EXPENDITURES	\$ 247,354	\$ 670,000	\$ 670,000	\$ 670,000	\$ 747,000	11.5%

~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Capital Outlay:						
70 42 Motor Vehicles	\$ 39	\$ 670,000	\$ 670,000	\$ 670,000	\$ 747,000	
Subtotal	39	670,000	670,000	670,000	747,000	11.5%
Other Expenses:						
85 10 Depreciation Expense	247,316	-	-	-	-	100.0%
Subtotal	247,316	-	-	-	-	100.0%
Total Expenditures	\$ 247,354	\$ 670,000	\$ 670,000	\$ 670,000	\$ 747,000	11.5%

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Technology	Technology	General Government	603-1720-610

PROGRAM DESCRIPTION:

The Technology Fund was restructured for FY2016 to separate departmental operating costs (a separate Technology Department budget was created in the General Fund), to centralize technology expenditures for the City, to provide a funding mechanism to support the City's technology infrastructure, and to better account for proportional fund contributions for the development and ongoing maintenance of the City's technology infrastructure and equipment. The fund is structured to show in a transparent and trackable manner, how Technology funds are allocated across the City's varied functional areas, and is maintained by the Director of Technology.

FY2018 BUDGET NOTES:

1. Telephone/Communications Maintenance is decreased by \$26,400 due to renegotiation of the telephone system maintenance contract.
2. Software Services is increasing by \$363,000 of which \$150,000 is being transferred from the Police Department for public safety software and equipment maintenance. Additional costs include the annual payment to Tyler Technologies in the amount of \$75,000 for the new ERP software maintenance, noting that the software maintenance to Springbrook (\$89,000) will also have to be paid during FY2018 while the conversion is taking place. Additional increases include MACH Alerting (\$33,015) ,
3. Networking Maintenance and Replacement will increase by \$66,000 for the annual costs associated with the network connection project and the contract with Comcast.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TECHNOLOGY FUND

FUND: 603

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
TECHNOLOGY FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 171,050	\$ 167,149	\$ 593,286	\$ 593,286	\$ 115,908
Revenues and Transfers In	951,242	532,450	532,450	534,350	943,600
Total Funds Available	1,122,292	699,599	1,125,736	1,127,636	1,059,508
Uses/Deductions:					
Expenditures and Transfers Out	\$ 529,005	\$ 532,350	\$ 1,004,790	\$ 1,011,728	\$ 941,600
Prior Period Adjustment					
Ending Fund Balance:					
Total Ending Balance	593,286	167,249	120,946	115,908	117,908
Fund Total	\$ 1,122,292	\$ 699,599	\$ 1,125,736	\$ 1,127,636	\$ 1,059,508
 Net Revenues (Expenditures)	 422,236	 100	 (472,340)	 (477,378)	 2,000

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

TECHNOLOGY FUND

FUND: 603

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 933	\$ 100	\$ 100	\$ 2,000	\$ 2,000	
46900 Miscellaneous Income	4,835	-	-	-	2,700	
47310 Lease Revenue - General Fund	543,292	444,756	444,756	444,756	706,200	
47320 Lease Revenue - W/WW Fund	61,051	48,315	48,315	48,315	138,990	
47325 Lease Revenue - Fire Station No. 3 Fund	29,181	29,181	29,181	29,181	65,912	
47335 Lease Revenue - Civic Center	11,949	10,098	10,098	10,098	27,798	
48101 Transfer from General Fund	200,000	-	-	-	-	
48501 Transfer from Water/Wastewater Fund	100,000	-	-	-	-	
TOTAL REVENUES	\$ 951,242	\$ 532,450	\$ 532,450	\$ 534,350	\$ 943,600	77.2%
EXPENDITURES:						
Personnel and Benefits	\$ (107,363)	\$ -	\$ -	\$ -	\$ -	
Maintenance and Services	515,242	419,350	419,350	421,288	757,600	
Subtotal	407,879	419,350	419,350	421,288	757,600	80.7%
Capital Outlay	121,127	113,000	585,440	590,440	184,000	-68.6%
TOTAL EXPENDITURES	\$ 529,005	\$ 532,350	\$ 1,004,790	\$ 1,011,728	\$ 941,600	-6.3%

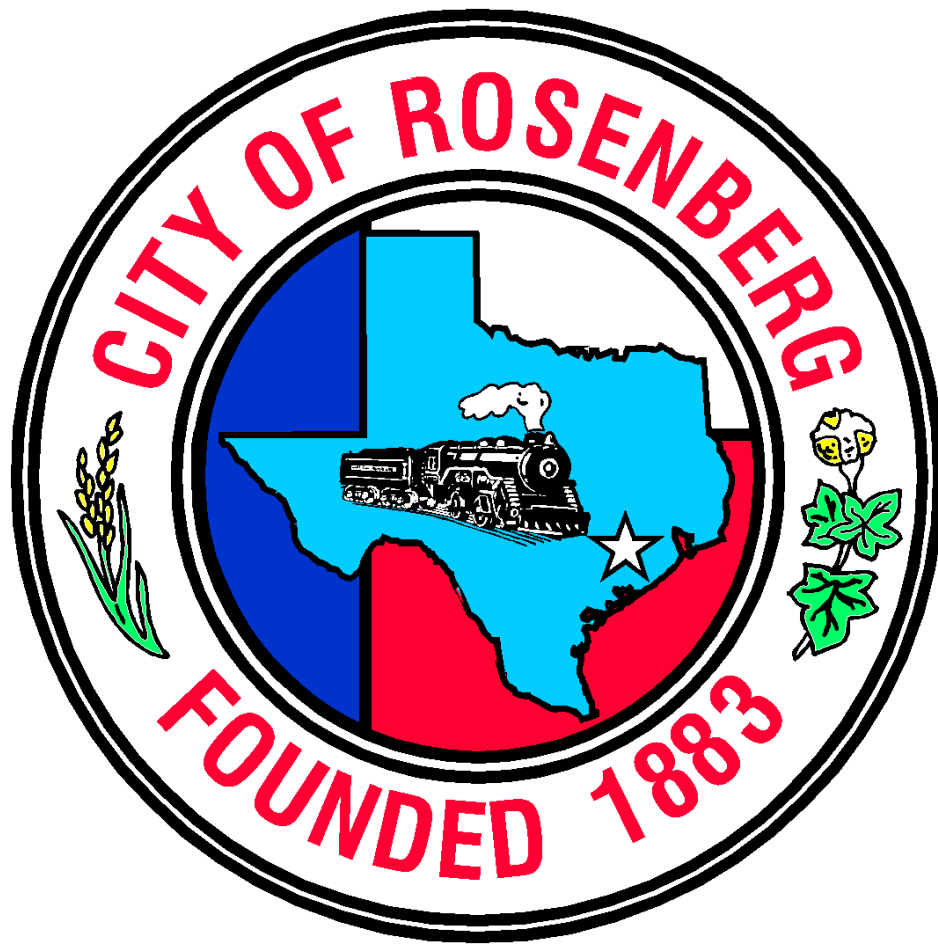
~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Maintenance and Services:						
63 21 Emergency Mgmt Systems Services	-	350	350	350	-	
63 28 Telephone/Communications Maintenance	114,744	123,000	123,000	123,000	96,600	
63 29 Printer/Copier Maintenance	64,189	69,000	69,000	71,000	71,000	
63 40 Software Services	330,362	227,000	227,000	227,000	590,000	
63 45 Field Data Services	5,948	-	-	(62)	-	
Subtotal	515,242	419,350	419,350	421,288	757,600	80.7%
Capital Outlay:						
70 40 PC Maintenance and Replacement	30,492	46,000	46,000	46,000	46,000	
70 41 Computer Hardware/Software	-	-	450,000	450,000	(A)	
70 45 Servers Maintenance and Replacement	26,393	20,000	20,000	20,000	20,000	
70 46 Peripherals Maintenance and Replacement	8,702	10,000	10,000	10,000	10,000	
70 47 Facility Security Maintenance and Replacement	4,280	10,000	10,000	15,000	15,000	
70 50 Networking Maintenance and Replacement	28,600	27,000	49,440	49,440	93,000	
85 10 Depreciation	22,659	-	-	-	-	
Subtotal	121,127	113,000	585,440	590,440	184,000	-68.6%
Total Expenditures	\$ 636,368	\$ 532,350	\$ 1,004,790	\$ 1,011,728	\$ 941,600	-6.3%





COMPONENT UNIT FUNDS

- Summary of Revenues, Expenditures, and Changes in Fund Equity
- Rosenberg Development Corporation (RDC)
- RDC Outstanding Debt Service
- RDC Projects Fund

COMPONENT UNIT FUNDS

OCT 1, 2017 - SEP 30, 2018

COMPONENT UNIT FUNDS

Component unit funds are legally separate organizations for which the elected officials of the primary government are financially accountable.

Rosenberg Development Corporation Fund (219) – This fund is used to account for revenues derived from the 0.005% local economic development sales tax, which became effective July 1, 1995. Expenditures are restricted to specific projects outlined in State Law and overseen by the Rosenberg Development Corporation Board.

RDC Projects Fund (225) – This fund is used to account for the various projects that have been funded by the Rosenberg Development Corporation.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

**SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND EQUITY**

RDC SPECIAL REVENUE FUNDS

2017-18 BUDGET			
	Rosenberg Development Corporation Fund (219)	RDC Projects Fund (225)	2017-18 Budget Total
<u>RESOURCES:</u>			
Total Beginning Balance	\$ 6,603,044	\$ 3,759,813	\$ 10,362,857
<u>REVENUES:</u>			
Sales Taxes	3,864,616	-	3,864,616
Interest Earnings	7,500	10,000	17,500
Transfers In	-	5,225,750	5,225,750
Intergovernmental Revenue	-	-	-
TOTAL REVENUES	3,872,116	5,235,750	9,107,866
TOTAL FUNDS AVAILABLE	\$ 10,475,160	\$ 8,995,563	\$ 19,470,723
<u>EXPENDITURES/EXPENSES:</u>			
Capital Outlay	-	3,890,750	3,890,750
Other Expenditures	1,248,682	1,335,000	2,583,682
Transfers	5,225,750	-	5,225,750
TOTAL EXPENDITURES	6,474,432	5,225,750	11,700,182
<u>ENDING FUND BALANCE:</u>			
Total Ending Balance	4,000,728	3,769,813	7,770,541
Restricted Balance	4,000,728	-	4,000,728
Committed Balance	-	3,769,813	3,769,813
FUND TOTAL	\$ 10,475,160	\$ 8,995,563	\$ 19,470,723

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
Rosenberg Development Corporation	Economic Development	Economic Development	219

PROGRAM DESCRIPTION:

The Rosenberg Development Corporation (RDC) was created as a result of the passage of a 1/2 cent economic development sales tax by the citizens of Rosenberg in January 1995 and operates as a 4(b) Corporation under the State of Texas Economic Development Act of 1979. The RDC is governed by a Board of Directors of seven, who are appointed by the City Council. Up to three members of the City Council may serve on this Board. The RDC's bylaws require the Board to approve the RDC's budget, which must then be approved by the City Council.

The mission of the Rosenberg Development Corporation is to promote, develop, and enhance community and economic development in Rosenberg by providing resources to stimulate the economic and expand the tax base. The RDC identifies the following areas, or categories, where economic development funds may be expended: administration, marketing, memberships and services, professional services, and RDC projects. In accordance with the RDC's bylaws, administration expenditures are limited to ten percent (10%) of the expenditure budget. Additionally, state law limits expenditures to ten percent (10%) of revenues for promotional purposes. The RDC also has the power to issue debt, subject to certain restrictions contained in the RDC's articles of incorporation and bylaws.

FY2018 BUDGET NOTES:

1. In FY2018 the RDC Fund will transfer \$5,225,750 to the RDC Projects Fund for various projects as listed in the RDC Projects Fund.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

ROSENBERG DEVELOPMENT CORPORATION FUND

FUND: 219

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget
ROSENBERG DEVELOPMENT CORPORATION FUND SUMMARY					
Resources:					
Total Beginning Balance	\$ 5,151,815	\$ 3,863,092	\$ 4,059,285	\$ 4,059,285	\$ 6,603,044
Revenues and Transfers In	<u>3,911,247</u>	<u>3,749,910</u>	<u>3,749,910</u>	<u>3,930,803</u>	<u>3,872,116</u>
Total Funds Available	<u>9,063,062</u>	<u>7,613,002</u>	<u>7,809,195</u>	<u>7,990,088</u>	<u>10,475,160</u>
Uses/Deductions:					
Expenditures and Transfers	5,003,777	4,787,845	4,787,845	1,387,044	6,474,432
Ending Fund Balance:					
Total Ending Balance	4,059,285	2,825,157	3,021,350	6,603,044	4,000,728
Reserved for Contingency	794,991	704,781	704,781	704,781	707,797
Unreserved ending balance	<u>3,264,294</u>	<u>2,120,376</u>	<u>2,316,569</u>	<u>5,898,263</u>	<u>3,292,931</u>
Fund Total	<u>\$ 9,063,062</u>	<u>\$ 7,613,002</u>	<u>\$ 7,809,195</u>	<u>\$ 7,990,088</u>	<u>\$ 10,475,160</u>
Net Revenues (Expenditures)	(1,092,530)	(1,037,935)	(1,037,935)	2,543,759	(2,602,316)

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

ROSENBERG DEVELOPMENT CORPORATION FUND

FUND: 219

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
40200 Sales Tax	\$ 2,839,900	\$ 2,707,860	\$ 2,707,860	\$ 2,893,599	\$ 2,893,599	
40210 BTC 1 Sales Tax	586,671	540,122	540,122	561,532	530,648	
40220 BTC 2 Sales Tax	473,904	468,055	468,055	441,882	417,579	
40230 Downtown Sales Tax	-	30,373	30,373	22,790	22,790	
45100 Interest Earnings	10,772	3,500	3,500	11,000	7,500	
TOTAL REVENUES	\$ 3,911,247	\$ 3,749,910	\$ 3,749,910	\$ 3,930,803	\$ 3,872,116	3.3%
EXPENDITURES:						
Administration: (219-2010-510)						
31 10 Office Supplies	\$ 382	\$ 1,000	\$ 1,000	\$ 500	\$ 1,000	
31 20 Computer Supplies	2,200	2,000	2,000	2,000	2,000	
31 35 Board Meeting and Director's Expenses	1,326	1,700	1,700	1,700	1,700	
51 20 General Insurance	265	400	400	260	400	
55 10 Education and Training	4,283	8,500	8,500	8,500	8,500	
57 10 Administration Services - City Reimb.	250,448	248,099	248,099	248,099	260,820	
Subtotal	258,904	261,699	261,699	261,059	274,420	4.9%
Marketing: (219-2020-510)						
43 91 GFBEDC	12,500	12,500	12,500	12,500	12,500	
52 20 Postage	132	200	200	100	200	
52 30 Freight and Express	-	100	100	50	100	
53 10 Advertising	27,880	45,500	45,500	45,175	44,850	
54 10 Printing and Binding	3,921	4,500	4,500	4,350	4,500	
Subtotal	44,433	62,800	62,800	62,175	62,150	-1.0%
Memberships and Services: (219-2030-510)						
31 35 Business Recruitment	6,368	25,000	25,000	25,000	26,500	
42 35 Dues, Subscriptions, and Service Contracts	6,535	8,980	8,980	7,700	8,615	
43 90 RDC Memberships	49,780	60,200	60,200	59,200	56,700	
Subtotal	62,683	94,180	94,180	91,900	91,815	-2.5%
Professional Services: (219-2050-510)						
43 15 Engineering Fees	35,681	35,000	35,000	35,000	37,500	
43 90 Legal Fees	136,726	60,000	60,000	100,000	65,000	
Subtotal	172,407	95,000	95,000	135,000	102,500	7.9%
Business Retention and Expansion: (219-2060-510)						
57 30 Business Appreciation Luncheon	-	10,000	10,000	10,000	10,000	
Subtotal	-	10,000	10,000	10,000	10,000	0.0%
Infrastructure: (219-2070-510)						
81 10 Principal	617,770	544,305	544,305	544,305	559,840	
81 20 Interest	177,221	160,476	160,476	160,476	147,957	
92 25 Transfer to RDC Projects Fund	3,670,360	3,559,385	3,559,385	122,129	5,225,750	
Subtotal	4,465,351	4,264,166	4,264,166	826,910	5,933,547	39.1%
TOTAL EXPENDITURES	\$ 5,003,777	\$ 4,787,845	\$ 4,787,845	\$ 1,387,044	\$ 6,474,432	35.2%

**Rosenberg Development Corporation
Outstanding Debt Service
2017-2018 Budget**

Fiscal Year	Principal Due	Total Interest	Total Principal & Interest	Adjustment for Business Park	Adjusted Principal & Interest
2017-18	672,840	147,957	820,797	(113,000)	707,797
2018-19	687,875	126,890	814,765	(113,000)	701,765
2019-20	703,410	104,444	807,854	(113,000)	694,854
2020-21	382,980	85,627	468,607	(191,000)	277,607
2021-22	387,515	71,341	458,856	(191,000)	267,856
2022-23	284,800	59,162	343,962	(170,000)	173,962
2023-24	297,835	48,994	346,829	(170,000)	176,829
2024-25	228,190	39,216	267,406	(156,000)	111,406
2025-26	236,225	29,874	266,099	(100,000)	166,099
2026-27	247,295	19,974	267,269	(100,000)	167,269
2027-28	255,330	9,557	264,887	(100,000)	164,887
2028-29	71,400	2,621	74,021		74,021
2029-30	23,005	489	23,494		23,494
Total	\$4,478,700	\$746,146	\$5,224,846	\$ (1,517,000)	\$3,707,846

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

FUND:	DEPARTMENT:	FUNCTION:	ACCOUNT:
RDC Projects Funds	Economic Development	Economic Development	225

PROGRAM DESCRIPTION:

This fund is used to account for the various projects that have been funded by the Rosenberg Development Corporation. It is under the direction of the Economic Development Director who serves as the Executive Director of the Rosenberg Development Corporation with the cooperation of the Finance Department and City Manager.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

RDC PROJECTS FUND

FUND: 225

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget

RDC PROJECTS FUND SUMMARY

Resources:

Total Beginning Balance	\$ 2,074,125	\$ 60,574	\$ 3,744,813	\$ 3,744,813	\$ 3,759,813
Revenues and Transfers In	<u>3,684,357</u>	<u>3,560,085</u>	<u>3,560,085</u>	<u>137,129</u>	<u>5,235,750</u>
Total Funds Available	<u>5,758,482</u>	<u>3,620,659</u>	<u>7,304,898</u>	<u>3,881,942</u>	<u>8,995,563</u>

Uses/Deductions:

Expenditures and Transfers	2,013,668	3,559,385	3,559,385	122,129	5,225,750

Ending Fund Balance:

Total Ending Balance	3,744,813	61,274	3,745,513	3,759,813	3,769,813
Fund Total	<u>\$ 5,758,482</u>	<u>\$ 3,620,659</u>	<u>\$ 7,304,898</u>	<u>\$ 3,881,942</u>	<u>\$ 8,995,563</u>

Net Revenues (Expenditures)	1,670,688	700	700	15,000	10,000

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

RDC PROJECTS FUND

FUND: 225

Classification	2015-16 Actual	2016-17 Adopted Budget	2016-17 Adjusted Budget	2016-17 Estimate	2017-18 Budget	Var %
~ REVENUE & EXPENDITURE SUMMARY ~						
REVENUES:						
45100 Interest Earnings	\$ 13,997	\$ 700	\$ 700	\$ 15,000	\$ 10,000	
48219 Transfer from RDC	3,670,360	3,559,385	3,559,385	122,129.00	5,225,750	
TOTAL REVENUES	\$ 3,684,357	\$ 3,560,085	\$ 3,560,085	\$ 137,129	\$ 5,235,750	47.1%
EXPENDITURES:						
Infrastructure	\$ 2,013,668	\$ 3,559,385	\$ 3,559,385	\$ 122,129	\$ 5,225,750	
Subtotal	2,013,668	3,559,385	3,559,385	122,129	5,225,750	46.8%
TOTAL EXPENDITURES	\$ 2,013,668	\$ 3,559,385	\$ 3,559,385	\$ 122,129	\$ 5,225,750	46.8%

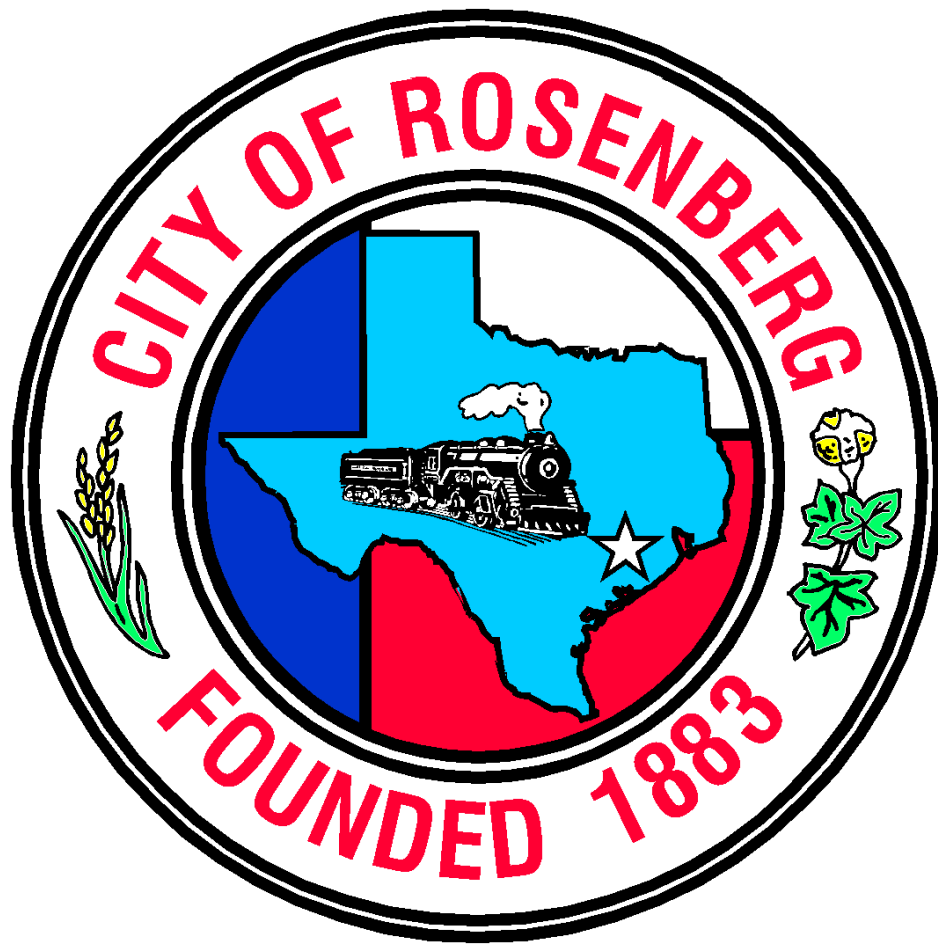
~ AUTHORIZED POSITIONS ~

Position Title

None

~ EXPENDITURE DETAIL ~

Infrastructure (225-2070-540):						
43 95	Project Management Fees	32,843	-	-	-	-
70 30	Business Park Development (CP1302)	628,753	-	-	-	-
70 30	Fort Bend Transit	75,000	75,000	75,000	75,000	75,000
70 30	Paragon Infrastructure	-	-	-	(3,000,000)	-
70 30	Parks Improvements	5,321	50,000	50,000	50,000	50,000
70 30	Superior Tanks Incentive	-	-	-	-	-
70 30	Texas State Technical College (TSTC)	200,000	200,000	200,000	200,000	200,000
70 30	Texas Master Naturalist Contribution	25,000	-	-	-	-
70 30	Transportation Gateway Improvements (CP1706)	68,580	75,000	75,000	75,000	60,000
70 30	Prospective Business Incentive	-	500,000	500,000	500,000	500,000
70 30	4th Street Infrastructure/Walmart Project	-	463,385	463,385	-	-
70 30	Seabourne Creek Sports Complex-Big League Baseball Field	-	100,000	100,000	100,000	-
70 30	Travis Park Playground Shade Structures	-	25,000	25,000	25,000	-
70 30	Airport Avenue Extension	-	-	-	-	3,173,050
70 30	Tony Becerra Park Canoe/Kayak Launch Grant	-	-	-	-	20,000
70 30	Wayfinding Signage Development	-	-	-	-	50,000
70 30	I-69 Waterline Extension	-	-	-	-	262,700
70 30	Highway 36 - Multi Model Feasibility Study	-	-	-	-	120,000
70 31	Downtown Planters	-	-	-	-	30,000
70 32	Aldi Project	500,000	-	-	-	-
70 33	Reading Rd Center Turn Lane	-	1,721,000	1,721,000	1,721,000	300,000
70 34	Seatex Drainage Project	-	100,000	100,000	100,000	-
70 35	Livable Centers (CP1501)	236,450	-	-	-	-
70 36	Macario Garcia Park Restrooms (CP1507)	184,117	-	-	26,129	-
70 37	Traffic Signal at Reading Rd and Town Ctr Blvd (CP1503)	-	-	-	-	-
70 38	Sidewalk Improvements	29,953	250,000	250,000	250,000	275,000
70 39	Seabourne Creek Park Nature Center	27,652	-	-	-	110,000
Subtotal		2,013,668	3,559,385	3,559,385	122,129	5,225,750
Total Expenditures		\$ 2,013,668	\$ 3,559,385	\$ 3,559,385	\$ 122,129	\$ 5,225,750





CAPITAL IMPROVEMENT PROGRAM

- Capital Improvement Program Overview
- Streets and Drainage Projects Summary
- Water/Wastewater Fund Projects Summary
- Resolution No. R-2324 FY2018
Capital Improvement Plan
- Resolution No. R-2325 FY2019 - FY2022
Capital Improvement Plan

CAPITAL IMPROVEMENT PROGRAM

OCT 1, 2017 - SEP 30, 2018

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program includes the list of projects for FY2018 with an individual Project Summary for each of the projects. The project budgets are approved as bonds are issued or as funding is determined.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

CAPITAL IMPROVEMENT PROGRAM SUMMARY

The five-year Capital Improvement Program (CIP) is reviewed annually to enable City Staff and City Council to reassess projects. The program is divided into two sections: the FY2018 CIP and the FY2019 – FY2022 CIP. The FY2018 CIP includes a total of 27 projects totaling over \$38 million. Summarized below are the FY2018 projects.

CIP Category	FY2018 Totals	# of Projects
General/Street and Drainage Projects (G/S & D)	\$21,524,592	18
Water and Wastewater Projects (W&WW)	<u>16,551,661</u>	<u>9</u>
Estimated Total Cost for FY2018	\$ 38,076,253	27

All of the projects included in the FY2018 plan are City priorities and are intended to be addressed in FY2018. Some of the projects are in the preliminary stages while others may be in a construction phase. There are several projects included in the CIP that will be funded by Texas Department of Transportation (TxDOT). These projects are included in the City's CIP, in order for the City Council to document their support and to emphasize the importance of these projects to the City.

ANNUAL OPERATING AND MAINTENANCE COSTS

Future annual operating and maintenance costs must be considered for all capital improvements. These costs cover miscellaneous expenses associated with the completed project, such as utility charges, janitorial, mowing and other maintenance items. Funding for these costs come from a variety of sources, depending on the project. Annual operating and maintenance costs are incorporated into the annual operating budget as projects are completed. A summary of future maintenance and operating costs associated with the projects in the FY2018 CIP is shown below:

<i>Future Annual Operating and Maintenance Costs</i>	
General/Street and Drainage Projects (G/S & D)	\$ 45,200
Water and Wastewater Projects (W&WW)	<u>21,000</u>
Estimated Total Operating Costs	\$ 66,200

The estimated cost of each project and the estimated annual operating and maintenance costs for each project are included on the next page for each of the 27 projects to be addressed in FY2018. Following this chart is an individual project summary for each project.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

<i>General/Street and Drainage Projects</i>	<i>Project Budget</i>	<i>Future O&M</i>
Avenue G Connector to Frost Street	\$400,000	\$2,000
Bamore Road Connector to I-69	\$210,000	\$5,000
Bryan Road	\$8,845,842	Refer to Note "C"
Drainage Improvements East of Lane Drive	\$50,000	Refer to Note "D"
Dry Creek Drainage Improvements	\$1,565,000	\$10,000
Fairgrounds Road Bridge Replacement at Seabourne Creek (TxDOT)	Refer to Note "B"	Refer to Note "B"
FM 2218 from I-69 to State Highway 36 (TxDOT)	Refer to Note "B"	Refer to Note "B"
Railway Quiet Zone	Refer to Note "A"	Refer to Note "D"
Reading Road Center Turn Lane (Industrial to Allwright)	\$2,021,000	\$5,000
Seabourne Creek Nature Center	\$3,350,000	Refer to Note "D"
Seabourne Creek Regional Sports Complex-Big League Baseball Field	\$800,000	\$5,000
Sidewalks – New Construction	\$250,000	\$1,200
Spacek Road Improvements – Phase Two	Refer to Note "E"	Refer to Note "C"
Spacek Road Improvements – Phase Three	\$3,802,000	Refer to Note "C"
State Highway 36 from I-69 to FM 2218 (TxDOT)	Refer to Note "B"	Refer to Note "B"
Traffic Signal at Reading Road and Town Center Boulevard	\$230,750	\$5,000
Travis Park Splash Pad	Refer to Note "A"	Refer to Note "A"
US Highway 59/I-69 Expansion within the City Limits (TxDOT)	Refer to Note "B"	\$12,000
Total General/Street and Drainage Projects	\$21,524,592	\$45,200

Notes: A = Project budget has not been determined.
 B = All or a majority of the project is funded and/or maintained by the Texas Department of Transportation (TxDOT). City supports the project.
 C = Project replaces or repairs a current asset of the City. No additional O&M cost required.
 D = City is in preliminary/engineering phase of project. Total cost has not been determined.
 E = Project budget included with the Bryan Road project budget

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

<i>Water and Wastewater Projects</i>	<i>Project Budget</i>	<i>Future O&M</i>
Lift Station No. 19 Replacement (Bryan Road)	\$2,058,061	\$5,000
North Side Water Improvements – Phase Five (CBDG)	\$406,600	Refer to Note “C”
Parkplace Southwest Water and Sanitary Sewer Extension	\$585,000	\$1,000
Reclaimed Water Distribution System – Phase Two (Seabourne Creek Park to Bryan Road)	\$1,500,000	\$5,000
Sanitary Sewer SCADA Installations	\$200,000	\$10,000
Spacek Road Sewer Line	\$3,150,000	Refer to Note “C”
US90A Triple Fork Utility Adjustments (TxDOT)	\$130,000	Refer to Note “C”
Utility Adjustments for I-69 Improvement Project (TxDOT)	Refer to Note “B”	Refer to Note “C”
Wastewater Treatment Plant 1A Collection System – Phase III	\$8,522,000	Refer to Note “C”
Total Water and Wastewater Projects	\$16,551,661	\$21,000

Notes: A = Project budget has not been determined.
 B = All or a majority of the project is funded and/or maintained by the Texas Department of Transportation (TxDOT). City supports the project.
 C = Project replaces or repairs a current asset of the City. No additional O&M cost required.
 D = City is in preliminary/engineering phase of project. Total cost has not been determined.
 E = Project budget included with the Bryan Road project budget.

Streets and Drainage Projects Summary

Project Title:	Avenue G Connector (Frost Street to west of Brazos)	
Project Number:	CP1704	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Project Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$400,000	
Proposed Funding:	General Supplemental Fund (Fund 410)	\$400,000
Council Approval Date:	N/A	
Election District:	District 1	
Project Summary:	This project would provide an Avenue G connection to allow a second access point to properties west of Brazos Street. These existing properties have one-way in and one-way out and the triple fork overpass project may place limitations to accessing Highway 90A.	
Supporting Documentation:	N/A	

Streets and Drainage Projects Summary

Project Title:	Bamore Road Connector to I-69	
Project Number:	CP1518	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Project Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$210,000	
Authorized Funding:	General Supplemental Fund (Fund 410)	\$210,000
Council Approval Date:	N/A	
Election District:	District 2	
Project Summary:	This project would involve the connection of Bamore Road to I-69 on the south side of I-69 near the Cottonwood Subdivision (MUD 148). This would align with the new I-69 overpass over the Bamore Road intersection. The right-of-way for this project has been acquired by the City.	
Supporting Documentation:	N/A	

Streets and Drainage Projects Summary

Project Title:	Bryan Road	
Project Number:	CP1103	
Bid Award:	2017-09	
Department:	Public Works	
Staff:	Executive Director of Public Services Project Director	
Engineer:	Landtech Consultants, Inc.	
Contractor:	Hurtado Construction	
Cost Estimate:	(For both the Bryan and Spacek Road Phase II Improvements)	
	Right-of-Way Acquisition	\$1,000,000
	Engineering	978,565
	Construction	6,017,277
	Inspections	400,000
	Contingencies	<u>450,000</u>
		\$8,845,842
Authorized Funding:	CO 2010B Bond Funds (Fund 419)	\$772,974
	CO 2012 Bond Funds (Fund 420)	664,971
	CO 2013 Bond Funds (Fund 422)	676,644
	County Mobility Funds (2007) (Fund 433)	1,100,000
	County Mobility Funds (2013) (Fund 433)	2,926,515
	2016 Certificates of Obligation	<u>2,817,207</u>
	Total	\$8,958,311
Council Approval Date:	March 19, 2013 by Resolution No. R-1634 May 19, 2015 by Resolution No. R-1962 July 18, 2017 by Resolution No. R-2354	
Election District:	District 4	
Project Summary:	Reconstruction from two (2) lane open ditch to four (4) lanes with concrete, curb and gutter, sidewalks, and storm drainage system. This project also includes: • Acquiring 100-foot right-of-way • Realigning Bryan Road at FM 2218 • Constructing two new bridges over Dry Creek • Replacing and upsizing the water and sanitary sewer lines • Evaluate installation of reclaimed water line	
	The Bryan Road Sewer Lift Station and Spacek Road Sewer Line projects will be done in conjunction with this project.	
Supporting Documentation:	Resolution No. R-1634 (Engineering Services) Resolution No. R-1962 (Engineering Services) Resolution No. R-2354 (Construction Contract)	

Streets and Drainage Projects Summary

Project Title:	Drainage Improvements East of Lane Drive	
Project Number:	CP1705	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Public Works Director City Engineer	
Engineer:	Costello Engineering	
Contractor:	N/A	
Estimate Cost:	\$50,000 (Rosenberg's share of the initial drainage study)	
Authorized Funding:	General Supplemental Fund (Fund 410)	\$50,000
Council Approval Date:	February 26, 2017 by Resolution No. R-2266	
Election District:	District 1	
Project Summary:	This area drains into the City of Richmond's drainage system and eventually into Rabbs Bayou. During heavy rainfall events, the drainage facilities in Richmond experience flooding. A drainage study was completed for this area by the City of Richmond with a recommendation for the City of Rosenberg to construct a drainage retention basin. No further action was taken. The first step would be for Rosenberg to determine which option/recommendation identified in the study will be utilized. The City of Rosenberg had entered in to an interlocal agreement with the City of Richmond for engineering services.	
Supporting Documentation:	Resolution No. R-2266 (Interlocal Agreement with City of Richmond for Engineering Services)	

Streets and Drainage Projects Summary

Project Title:	Dry Creek Drainage Improvements	
Project Number:	CP1405	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Public Works Director City Engineer	
Engineer:	LJA, Inc.	
Contractor:	N/A	
Estimate Cost:	\$12,000,000	
Authorized Funding:	GO 2014 Bond Funds (Fund 415)	\$1,565,000
Council Approval Date:	November 20, 2012 by Resolution No. R-1578 August 02, 2011 by Resolution No. R-1350 October 19, 2010 by Resolution No. R-1231 March 02, 2010 by Resolution No. R-1125 October 27, 2009 by Resolution No. R-1052 December 18, 2007 (No resolution) March 20, 2007 (No resolution) August 05, 2014 by Resolution No. R-1825	
Election District:	District 3 and District 4	
Project Summary:	Update of drainage basin study has been completed. Improvements will focus on the regional detention facility and improvements to drainage channel to be completed over a multi-year period. LJA Engineering, Inc., has completed construction plans for the facility. Fort Bend Drainage District has provided improvements to the Dry Creek channel between Louise Street and Airport Avenue, as well as between Bryan Road and FM 2218. The regional detention basin control structure and the box culvert structures at Louise Street have been completed. The excavation of the regional detention basin is in progress. Excavation work is 60% complete. Construction plans to excavate and widen the Dry Creek Channel between Airport Avenue and FM2218 are being prepared. The City will request that the Fort Bend Drainage District perform the work with a continued effort to minimize overall project costs.	
Supporting Documentation:	Resolution No. R-1578 Resolution No. R-1350 Resolution No. R-1231 Resolution No. R-1125 Resolution No. R-1052 LJA Change Order No. 1 – December 19, 2007 LJA Agreement - March 29, 2007 Resolution No. R-1825 (Construction contract)	

Streets and Drainage Projects Summary

Project Title:	Fairgrounds Road Bridge Replacement at Seabourne Creek (TxDOT)		
Project Number:	N/A		
Bid Award:	N/A		
Department:	Public Works		
Staff:	Executive Director of Public Services Project Director		
Engineer:	N/A		
Contractor:	N/A		
Cost Estimate:	N/A		
Proposed Funding:	TxDOT	80%	
	Local Matching Funds	20%	
Council Approval Date:	August 19, 2014 by Resolution No. 1843 September 2, 2014 by Resolution No. R-1855 November 18, 2014 by Resolution No. R-1877		
Election District:	District 2		
Project Summary:	This bridge has met the TxDOT off-system bridge replacement program criteria due to the overall poor condition of the bridge. Under this program, TxDOT will design and construct a new concrete bridge structure with a sidewalk. Construction is scheduled to occur during FY2018. The City's local funding match was met by the recent completion of the additional Louise Street box culvert structure at Dry Creek.		
Supporting Documentation:	Resolution No. R-1843 (Authorize Bridge Replacement) Resolution No. R-1855 (Authorize Equivalent-Match Project) Resolution No. R-1877 (Advance Funding Agreement with TxDOT)		

Streets and Drainage Projects Summary

Project Title:	FM 2218 from I-69 to State Highway 36 (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Executive Director of Public Services Public Works Director City Engineer
Staff:	N/A
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Authorized Funding:	TxDOT
Council Approval Date:	April 02, 2013 by Resolution No. R-1642
Election District:	District 2 and 4
Project Summary:	This is a TxDOT funded project. The reconstruction will match the improvements north of I-69 with four (4) lanes and a median. On August 5, 2014, City Council authorized staff to negotiate the dedication/donation of a strip of land to TxDOT for the creation of a turn-lane, a median cut and at least a three-lane entry/exit access point in the Seabourne Creek Park facility. If there are any additional improvements that would improve the safety and access to Seabourne Creek Regional Park, the City may be responsible for a portion of those costs. TxDOT is currently designing the project and acquiring the rights-of-way.
Supporting Documentation:	Resolution No. R-1642 (City Transportation Priorities)

Streets and Drainage Projects Summary

Project Title:	Railroad Quiet Zones	
Project Number:	CP15-19	
Bid Award:	N/A	
Department:	Public Works	
Staff:	City Manager Public Works Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	TBD	
Authorized Funding:	General Supplemental Fund (Fund 410)	\$100,000
Proposed Funds:	2017 Certificates of Obligation	\$500,000
Council Approval Date:	March 7, 2017 by Resolutions No. R-2246	
Election District:	District 1	
Project Summary:	The City has entered into an interlocal agreement with Fort Bend County and the City of Richmond on a project to implement directional horns and/or create “quiet zones” at certain railroad crossings. The first phase of the project which is currently underway and scheduled to complete in approximately 90 days is to determine the eligibility of each crossing and the improvements that may be required at each crossing. Phase two of the project will consist of the engineering design for the identified crossing selected by the City. This would be followed by a construction phase.	
Supporting Documentation:	Resolution No. R-2246 (Interlocal Agreement with City of Richmond and Fort Bend County)	

Streets and Drainage Projects Summary

Project Title:	Reading Road Center Turn Lane (Industrial to Allwright)	
Project Number:	CP1707	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Project Director City Engineer	
Engineer:	Dannenbaum Engineering Corporation	
Contractor:	N/A	
Cost Estimate:	\$2,021,000	
Authorized Funding:	Rosenberg Development Corporation	\$1,721,000
Proposed Funding:	2017 County Mobility Funding	\$770,000
Council Approval Date:	March 7, 2017 by Resolution No. R-2280 May 16, 2017 by Resolution No. R-2310	
Election District:	District 4	
Project Summary:	This project includes adding a center turn lane from Industrial to Allwright due to the heavy traffic volume and the high number of traffic accidents that have occurred. This will improve safety, traffic flow and access to commercial properties. This project is being considered for the 2017 Fort Bend County Mobility Bonds project list.	
Supporting Documentation:	Resolution No. R-2280 (Designation for 2017 Fort Bend County Mobility Funding) Resolution No. R-2310 (Engineering Services)	

Streets and Drainage Projects Summary

Project Title:	Seabourne Creek Park Nature Center	
Project Number:	CP1603	
Bid Award:	N/A	
Department:	Parks Department	
Staff:	Parks Director Executive Director of Community Development Project Director	
Architect:	N/A	
Contractor:	N/A	
Cost Estimate:	Architecture/Engineer	\$ 385,000
	Construction	<u>3,000,000</u>
		\$3,350,000
Authorized Funding:	Parkland Dedication Fund (221)	\$150,000
	Rosenberg Development Corporation (225)	<u>100,000</u>
		\$250,000
Proposed Funding:	Parkland Dedication Funds	\$ 25,000
	Rosenberg Development Corporation	<u>110,000</u>
		\$135,000
Council Approval Date:	May 17, 2016 by Resolution No. R-2145	
Election District:	District 2	
Project Summary:	The Seabourne Creek Park Master Plan includes the addition of a Seabourne Creek Park Nature Center. The initial phase of this project, focusing on the conceptual design of a Nature Center Facility and associated site improvements, have been completed. The next phase will consist of the architectural and engineering design.	
Supporting Documentation:	Resolution No. R-2145 (Planning Consultant)	

Streets and Drainage Projects Summary

Project Title:	Seabourne Creek Regional Sports Complex – Big League Baseball Field	
Project Number:	CP1602	
Bid Award:	N/A	
Department:	Parks Department	
Staff:	Parks Director Executive Director of Community Development Project Director	
Engineer:	O'Malley Strand Associates, Inc.	
Contractor:	N/A	
Cost Estimate:	\$800,000	
Authorized Funding:	Parkland Dedication Funds	\$100,000
	Hotel/Motel Funds (Fund 212)	\$300,000
	Rosenberg Development Corporation	<u>\$100,000</u>
		\$500,000
Proposed Funding:	Parkland Dedication Funds	\$204,000
Council Approval Date:	N/A	
Election District:	District 2	
Project Summary:	The Seabourne Creek Park Master Plan includes the addition of a big league baseball field at the Seabourne Creek Regional Sports Complex. The field will consist of a 400 feet center field and 325 feet sidelines with dugouts, scorekeeper's stand, scoreboard, bleachers, irrigation and lighting. The engineering phase is 50% complete.	
Supporting Documentation:	N/A	

Streets and Drainage Projects Summary

Project Title:	Sidewalk – New Construction	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Public Works Director Economic Development Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$250,000	
Proposed Funding:	RDC Project Fund (Fund 225) – FY2018	\$250,000
Council Approval Date:	N/A	
Election District:	N/A	
Project Summary:	This project includes the construction of new sidewalks, which has been divided into two phases: FY2017 phase includes the portion of the project for the FY2017 budget and is proposed to include the following: • Reading Road from Town Center Blvd. to Avenue I (Complete) • Radio Lane from Avenue N to Avenue I • Town Center Blvd. from Reading Road to Radio Lane (75% Complete) The FY2018 phase, including Mons Avenue and Town Center Boulevard from Reading Road to FM2218, is being considered by the RDC Board.	
Supporting Documentation:	N/A	

Streets and Drainage Projects Summary

Project Title:	Spacek Road Improvements - Phase Two
Project Number:	CP1212
Bid Award:	2017-09
Department:	Public Works
Staff:	Executive Director of Public Services Project Director
Engineer:	Landtech Consultants, Inc.
Contractor:	Hurtado Construction
Cost Estimate:	See "Bryan Road Project"
Authorized Funding:	See "Bryan Road Project"
Council Approval Date:	See "Bryan Road Project"
Election District:	District 4
Project Summary:	In conjunction with Bryan Road, Spacek Road will be reconstructed from two (2) lane open ditch to four (4) lanes with concrete roadway, concrete curb and gutter, sidewalks, and underground storm drainage system. Phase two includes, reconstructing Spacek Road from Bryan Road to the northern end of the Oaks of Rosenberg subdivision. Replacing and upsizing the water and waste water lines will occur in conjunction with this road improvement project.
Supporting Documentation:	See "Bryan Road Project"

Streets and Drainage Projects Summary

Project Title:	Spacek Road Improvements - Phase Three	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Project Director	
Engineer:	Landtech Consultants, Inc.	
Contractor:	N/A	
Cost Estimate:	Right of Way Acquisition	\$700,000
	Engineering	340,000
	Construction	2,000,000
	Inspections	150,000
	Contingencies	<u>612,000</u>
		\$3,802,000
Authorized Funding:	County Mobility Funding	\$659,890
	CO 2016 Bond Funds	<u>300,000</u>
		\$959,890
Proposed Funding:	2017 County Mobility Funding	\$1,170,000
	2017 Certificates of Obligation	<u>1,672,110</u>
		\$2,842,110
Council Approval Date:	March 7, 2017 by Resolution No. R-2280	
Election District:	District 4	
Project Summary:	In conjunction with Bryan Road, Spacek Road will be reconstructed from two (2) lane open ditch to four (4) lanes with concrete roadway, concrete curb and gutter, sidewalks, and underground storm drainage system. Phase three includes, reconstructing Spacek Road from Biotics Drive to the northern end of the Oaks of Rosenberg subdivision. Replacing and upsizing the water and waste water lines will occur in conjunction with this road improvement project.	
Supporting Documentation:	Resolution No. R-2280 (Designation for 2017 Fort Bend County Mobility Funding)	

Streets and Drainage Projects Summary

Project Title:	State Highway 36 from I-69 to FM2218 (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	Executive Director of Public Services Project Director City Engineer
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Authorized Funding:	TxDOT
Council Approval Date:	April 15, 2014 by Resolution No. R-1782
Election District:	District 2
Project Summary:	This is a TxDOT funded project. The proposed improvements include four-lanes with raised concrete median. City properties (Civic Center and Seabourne Creek Regional Park) may be impacted by the additional right-of-way needed. City water and wastewater utility line adjustments will be required and may be at the full expense of the City.
Supporting Documentation:	Resolution No. R-1782 (Right-of-Way Entry)

Streets and Drainage Projects Summary

Project Title:	Traffic Signal at Reading Road and Town Center Boulevard	
Project Number:	CP1503	
Bid Award:	N/A	
Department:	Public Works	
Staff:	Executive Director of Public Services Public Works Director	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$230,750	
Proposed Funding:	Developer (Fund 410)	\$115,375
	City of Rosenberg/RDC (Fund 225)	<u>\$115,375</u>
		\$230,750
Council Approval Date:	September 21, 2010 by Resolution No. R-1214 July 21, 2015 by Resolution No. R-2009	
Election District:	District 1 and 4	
Project Summary:	Per the development agreement between the City of Rosenberg and 16 Rose LTD, the City is required to install a traffic signal at the intersection of Town Center Boulevard and Reading Road. The Developer agrees to pay fifty percent (50%) of the engineering and construction cost. The Developer is required to make a payment to the City for one-half of the engineering and construction costs at the time any plats for development of phase two of the development plan are approved. The City Shall construct the traffic signal within 180 days of receiving the payment.	
Supporting Documentation:	Resolution No. R-1214 (Development Agreement) Resolution No. R-2009 (Development Agreement)	

Streets and Drainage Projects Summary

Project Title:	Travis Park Splash Pad
Project Number:	N/A
Bid Award:	N/A
Department:	Parks
Staff:	Parks Director
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	TBD
Authorized Funding:	N/A
Proposed Funding:	TBD
Council Approval Date:	N/A
Election District:	District 3
Project Summary:	This project is a park improvement with a water feature amenity. The location of the project would serve the interior of the City.
Supporting Documentation:	N/A

Streets and Drainage Projects Summary

Project Title:	US Highway 59/I-69 Expansion within the City Limits (TxDOT)
Project Number:	N/A
Bid Award:	N/A
Department:	Public Works
Staff:	Executive Director of Public Services City Engineer
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Proposed Funding:	TxDOT
Council Approval Date:	April 02, 2013 by Resolution No. R-1642 June 17, 2014 by Resolution No. R-1806
Election District:	District 2 and 4
Project Summary:	This TxDOT project includes reconstructing US Highway 59 to Interstate 69 standards with additional lanes and new interchanges. Phase One includes improvements from Spur 10 to Reading Road. Phase Two is from Reading Road to FM 762. Phase Three is from Spur 10 to Beasley TxDOT will provide funding for engineering design and construction. The City will be responsible for the relocation of City utilities in Phase I and Phase II; however, cost for utility relocation will be reimbursed by TxDOT. Phase I, Phase II and Phase III are currently under construction.
Supporting Documentation:	Resolution No. R-1642 (City Transportation Priorities) Resolution no. R-1806 (Local Enhancements)

Water/Wastewater Fund Projects Summary

Project Title:	Lift Station No. 19 Replacement (Bryan Road)	
Project Number:	CP1408	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Executive Director of Public Services Utilities Director City Engineer	
Engineer:	Jones & Carter, Inc.	
Contractor:	T & C Construction	
Cost Estimate:	Engineering	\$282,000
	Construction	1,691,061
	Contingencies	<u>85,000</u>
	Total Cost	\$2,058,061
Authorized Funding:	Bryan/Spacek Road Impact Fee Fund (Fund 516)	\$ 385,761
	Sewer Impact Fee Fund (Fund 518)	57,300
	Spacek Road Sewer Improvements (Fund 509)	<u>1,615,000</u>
		\$2,058,061
Council Approval Date:	November 17, 2015 by Resolution No. R-2069 March 7, 2017 by Resolution No. R-2279	
Election District:	District 4	
Project Summary:	As development such as Brazos Town Center Phase Two and MUD No. 144 (Waterford Park) continues in this area, the existing facilities have reached and exceeded capacity and have to be expanded. Construction is scheduled to begin during the second quarter of 2017. Development agreement fees have paid approximately \$380,000 towards this project. This project will need to be coordinated with the Bryan Road project.	
Supporting Documentation:	Resolution No. R-2069 (Engineering Services) Resolution No. R-2279 (Construction Contract)	

Water/Wastewater Fund Projects Summary

Project Title:	North Side Water Improvements – Phase Five (CDBG)	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Executive Director of Public Services Utilities Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	Engineering Services	\$ 44,700
	Construction Contract	329,000
	Contingencies	<u>32,900</u>
		\$406,600
Proposed Funding:	CDBG Grant Fund (Fund 216)	\$406,600
Council Approval Date:	March 15, 2016 by Resolution No. R-2117 March 21, 2017 by Resolution No. R-2284	
Election District:	District 1	
Project Summary:	This project would continue replacement of the water distribution system on the North side of Rosenberg. This proposed project will be Phase V of a water infrastructure project originally approved by CDBG for funding in 2005 to improve potable water service and improve fire protection to the north side of Rosenberg. This rehabilitation project will offer relief of a long-standing deficiency in the City's infrastructure. City will be required to match for engineering services and a portion of the construction cost in FY2017 Budget.	
Supporting Documentation:	Resolution No. R-2117 (Application Submission) Resolution No. R-2284	

Water/Wastewater Fund Projects Summary

Project Title:	Parkplace Southwest Water and Sanitary Sewer Extension (Pisces Street)	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Utilities Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$585,000	
Proposed Funding:	2017 Certificates of Obligation	\$585,000
Council Approval Date:	N/A	
Election District:	District 4	
Project Summary:	This project would extend City water and sanitary Sewer utilities to an area annexed in 2011. This area currently relies on private septic systems and a small water system that is privately owned. The City would install a complete new water distribution system with fire hydrants for fire protection and would also be required to purchase the private water system and abandon the well. Property owners would be connected to the City water system.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	Reclaimed Water Distribution System – Phase Two (Seabourne Creek Park to Bryan Road)
Project Number:	N/A
Bid Award:	N/A
Department:	Water/Wastewater
Staff:	Executive Director of Public Services Utilities Director City Engineer
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	\$1,500,000
Proposed Funding:	TBD
Council Approval Date:	N/A
Election District:	District 4
Project Summary:	The Bryan Road expansion project will include an alternate bid for the installation of a reclaimed water distribution system which will connect the Bryan Road area to the pump station at Seabourne Creek Park. Based on the cost of the project and available funding, the City will consider expanding the reclaimed water distribution system to the Bryan Road area. This project would construct the line necessary to connect the reuse water system to the Bryan Road reclaimed water line.
Supporting Documentation:	N/A

Water/Wastewater Fund Projects Summary

Project Title:	Sanitary Sewer SCADA Installations	
Project Number:	CP1703	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Utilities Director City Engineer	
Engineer:	N/A	
Contractor:	N/A	
Cost Estimate:	\$200,000	
Proposed Funding:	Water/Wastewater Supplemental Fund (Fund 515)	\$200,000
Council Approval Date:	N/A	
Election District:	Various	
Project Summary:	This project will include the installation of a supervisory control and data acquisition (SCADA) system which has been identified as a critical element that is necessary to more efficiently manage and operate the sanitary sewer system. The use of SCADA technology to remotely monitor and operate the City's lift stations from a central location is also a key element to more efficient operations. This phase of the project includes the SCADA installations at approximately twelve (12) lift stations throughout the sanitary sewer system. Additional phases will be necessary in the future to implement system wide SCADA technology.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	Spacek Road Sewer Line	
Project Number:	CP1506	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Executive Director of Public Services Utilities Director City Engineer	
Engineer:	Landtech Consultants, Inc.	
Contractor:	N/A	
Cost Estimate:	\$3,150,000	
Authorized Funding:	2016 Certificates of Obligation	\$3,150,000
Council Approval Date:	N/A	
Election District:	District 4	
Project Summary:	The existing sewer lines that serve Brazos Town Center Phase Two, MUD No. 144, and Spacek Road corridor are no longer adequate. With the continuation of new development, the existing line has exceeded capacity and must be upgraded. This improvement will be implemented with road improvements to Bryan Road and Spacek Road. MUD contributions are available to assist this project. Additional phases will be necessary to complete this project.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	US 90A Triple Fork Utility Adjustments (TxDOT)	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Utilities Director Project Director City Engineer	
Engineer:	Kelly Kaluza & Associates, Inc.	
Contractor:	N/A	
Cost Estimate:	\$130,000	
Proposed Funding:	Water/Wastewater Supplemental Fund	\$130,000
Council Approval Date:	N/A	
Election District:	District 2	
Project Summary:	The US 90A Triple Fork Project will require the City to relocate a portion of an existing 12 inch water line located west of Frost Street. The existing water line is in conflict with the existing TxDOT road improvement project and will have to be relocated into newly acquired TxDOT right-of-way. TxDOT may reimburse the City for the cost of the relations of the City water line.	
Supporting Documentation:	N/A	

Water/Wastewater Fund Projects Summary

Project Title:	Utility Adjustments for I-69 Improvement Project (TxDOT)
Project Number:	CP1508, CP1510 and CP1511
Bid Award:	N/A
Department:	Water/Wastewater
Staff:	Executive Director of Public Services
Engineer:	N/A
Contractor:	N/A
Cost Estimate:	N/A
Proposed Funding:	TxDOT
Council Approval Date:	September 2, 2014 by Resolution No. R-1852 September 2, 2014 by Resolution No. R-1853 January 20, 2015 by Resolution No. R-1899
Election District:	District 2 and 4
Project Summary:	The reconstruction of US Highway 59 to interstate standards will require utility relocations. The City will be responsible for some of the utility relocations but the cost will be reimbursed by TxDOT. The majority of the water and sanitary sewer line relocations have been included in the TxDOT construction contract, with the exception of one large diameter sanitary sewer line that is adjacent to but outside the proposed TxDOT right-of-way. A formal utility agreement has been executed by the City and TxDOT. This project, CP1508 – Sanitary Sewer Relocation (Bamore to Fairgrounds), is complete and all costs have been reimbursed by TxDOT. Two other projects, CP1510 – I-69 Utility Adjustments (Spur 10 to Reading Road) and CP1511 – I-69 Utility Adjustments (Reading Road to FM 762), are the responsibility of TxDOT, per formal utility agreements. The agreements for CP1510 and CP1511 have been executed by both the City and TxDOT. However, the City will have some expenses associated with these projects that will also be reimbursed by TxDOT. Construction is in progress for these two projects.
Supporting Documentation:	Resolution No. R-1852 (TxDOT Utility Agreement) Resolution No. R-1853 (TxDOT Utility Agreement) Resolution No. R-1899 (Construction Contract)

Water/Wastewater Fund Projects Summary

Project Title:	Wastewater Treatment Plant 1A Collection System – Phase Three	
Project Number:	N/A	
Bid Award:	N/A	
Department:	Water/Wastewater	
Staff:	Assistant City Manager Project Director	
Engineer:	Kelly Kaluza & Associates, Inc.	
Contractor:	N/A	
Cost Estimate:	\$8,522,000	
Authorized Funding:	2016 Certificates of Obligation	\$3,607,000
Proposed Funding:	2017 Certificates of Obligation	\$4,915,000
Council Approval Date:	N/A	
Election District:	District 1	
Project Summary:	This project will continue replacement of the aging sanitary sewer collection system in the Wastewater Treatment Plant# 1A service area. This area has been experiencing issues with stoppages due to deteriorated, collapsed or missing pipe and inflow and infiltration during rainfall events. These improvements are necessary to maintain compliance with TCEQ regulations.	
Supporting Documentation:	N/A	

RESOLUTION NO. R-2324

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ROSENBERG, TEXAS, APPROVING CAPITAL IMPROVEMENT PLAN
PRIORITIES FOR FY2017-2018.**

* * * * *

WHEREAS, the City staff of the City of Rosenberg has identified its priorities for Capital Improvement Projects for FY2018; and,

WHEREAS, the City Council and the Planning Commission have reviewed the projects and the Planning Commission has recommended eighteen (18) General/Street and Drainage Capital Improvement Projects and nine (9) Water and Wastewater Capital Improvement Projects; and,

WHEREAS, the City Council has prioritized the projects that were recommended for FY2018; and,

WHEREAS, the FY2018 Budget will address funding for the majority of the recommended Capital Improvement Projects; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ROSENBERG:

Section 1. The City Council hereby approves the FY2017-2018 Capital Improvement Plan for the City of Rosenberg, which is attached hereto as Exhibit "A" and made a part hereof for all purposes.

PASSED, APPROVED, AND RESOLVED this 6th day of June 2017.

ATTEST:

APPROVED:


Linda Cernosek, **CITY SECRETARY**


William Benton, **MAYOR**



FY2018 – CAPITAL IMPROVEMENT PROJECTS

GENERAL/STREETS AND DRAINAGE PROJECTS

1. Bryan Road
2. Reading Road Center Turn Lane (Industrial to Allwright)
3. Spacek Road Improvements – Phase II
4. Bamore Road Connector to I-69
5. Drainage Improvements East of Lane Drive
6. Sidewalks – New Construction
7. Railway Quiet Zones
8. Avenue G Connector to Frost Street
9. Fairgrounds Road Bridge Replacement at Seabourne Creek (TxDOT)
10. Dry Creek Drainage Improvements
11. Travis Park Splash Pad
12. Spacek Road Improvements – Phase III
13. Traffic Signal at Reading Road and Town Center Boulevard
14. Seabourne Creek Regional Sports Complex – Big League Baseball Field
15. US Highway 59/I-69 Expansion within the City Limits (TxDOT)
16. Seabourne Creek Park Nature Center
17. FM 2218 from I-69 to State Highway 36 (TxDOT)
18. State Highway 36 from I-69 to FM2218 (TxDOT)

WATER AND WASTEWATER PROJECTS

1. Lift Station No. 19 Replacement (Bryan Road)
2. Spacek Road Sewer Line
3. North Side Water Improvements – Phase Five (CBDG)
4. Sanitary Sewer SCADA Installations
5. US90A Triple Fork Utility Adjustments (TxDOT)
6. WWTP 1A Collection System – Phase Three
7. Parkplace Southwest Water and Sanitary Sewer Extension
8. Utility Adjustments for I-69 Improvements Project (TxDOT)
9. Reclaimed Water Distribution System – Phase II (Seabourne Creek Park to Bryan Road)

RESOLUTION NO. R-2325

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
ROSENBERG, TEXAS, APPROVING CAPITAL IMPROVEMENT PLAN
PRIORITIES FOR FY2019-2022.**

* * * * *

WHEREAS, the City Council of the City of Rosenberg recognizes that certain Capital Improvement Projects are necessary and beneficial for the development and improvement of City infrastructure and facilities; and,

WHEREAS, the City Council, City Manager, and staff have attempted to identify those specific Capital Improvement Projects appropriate for the needs of the City and its citizens; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ROSENBERG:

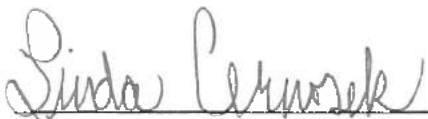
Section 1. The City Council, City Manager, and staff have established priorities for certain projects, namely the Capital Improvement Plan, to implement said development and improvement projects for the Fiscal Years 2019 through 2022.

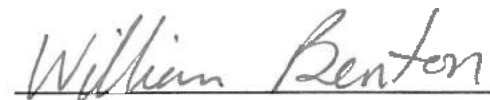
Section 2. A copy of said improvements is attached hereto as Exhibit "A" and made a part hereof for all purposes.

PASSED, APPROVED, AND RESOLVED this 6th day of June 2017.

ATTEST:

APPROVED:


Linda Cernosek, City Secretary


William Benton, Mayor



CAPITAL IMPROVEMENT PLAN

FY2019 – FY2022

FY2019

General Projects

Aquatics Center in Seabourne Creek Park
Civic Center/Seabourne Creek Park Parking Lot Expansion
FM 2218 Entrance Road into Seabourne Creek Park
Fire Station and Emergency Operations Center
Municipal Facilities Improvements

Streets and Drainage

Avenue F Downtown Parking Lot Phase Two
Dry Creek Drainage Improvements
Graeber Road Extension (Airport Road to TSTC Campus)
Greenwood Subdivision – Rehabilitate Streets, Curb and Gutter and Sidewalks
New Sidewalk Plan Construction
Ricefield Road Bridge Replacement at Dry Creek

Water and Wastewater

Automatic Transfer Switch and Backup Generator as WWTP # 1A
Avenue G Water Line and Fire Hydrant Improvements
I-69 Corridor Water and Sanitary Sewer Extensions
SCADA Installations
Wastewater Treatment Plant 1A Collection System – Phase Four
Water Line Extension and Connection from Bonbrook to Bridlewood (GRP)

FY2020

General Projects

Seabourne Creek Sports Park

Streets and Drainage

Bamore Road Extension (Bamore Road to Klauke Road)
FM 723 from Avenue D to FM 359 (TxDOT)
3rd Street at Intersection with Avenue M
New Sidewalk Plan Construction

Water and Wastewater

Lamar High School Reclaimed Water Project
Upgrade Wastewater Lift Stations
Upgrade Water Distribution System Lines

FY2021

General Projects

Brazos River Trail Project
Public Safety Enhancement Project
Wireless Network (Police)
Zone 8 Park Development

Streets and Drainage

Avenue D Street Paving and Drainage
Benton Road Expansion (FM762 to City Limits near Reading Road)
Brooks Avenue
Downtown Sidewalks
Herndon Drive and Mustang Avenue
New Sidewalk Plan Construction
Radio Lane Reconstruction (Avenue I to Avenue N)

Water and Wastewater

Cottonwood Subdivision Waterline Extension

FY2022

General Projects

N/A

Streets and Drainage

4th Street Extension Project
Blume Road Extension (Klauke Road to I-69 Feeder)
J Meyer Road Expansion (Highway 36 to FM2218)
Klauke Road Extension
New Sidewalk Plan Construction

Water and Wastewater

N/A



SUPPLEMENTAL INFORMATION

- Ordinance No. 2017 - 24 Adopting Budget
- Ordinance No. 2017 - 25 Ad Valorem Tax Levy
- Financial Management Policies
- Acronyms and Glossary of Terms

SUPPLEMENTAL INFORMATION

OCT 1, 2017 - SEP 30, 2018

SUPPLEMENTAL INFORMATION

The Supplemental Information includes the budget ordinance, the tax rate ordinance, financial management policies, acronyms, and the glossary of terms.

ORDINANCE NO. 2017-24

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF ROSENBERG, TEXAS, BUDGET FOR THE FISCAL YEAR 2017-2018; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, within the time and in the manner required by law, the City Manager of the City of Rosenberg (the "City") has prepared and submitted to the City Council a budget estimate of expenditures and revenues of all City departments, divisions and offices for the fiscal year beginning October 01, 2017, and ending on September 30, 2018; and,

WHEREAS, such budget was timely filed with the City Secretary, has been available for inspection, was submitted to City Council, and a public hearing on such budget was held by City Council on August 22, 2017, after proper notice having been given in accordance with law; and,

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in its judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and,

WHEREAS, a copy of such budget has been filed with the City Secretary and the City Council now desires to approve and adopt the same; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ROSENBERG:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council hereby approves and adopts the budget described in the preamble of this Ordinance, a summary of which is attached hereto as Exhibit "A" and made a part of this Ordinance for all purposes and a copy of which is on file with the City Secretary. The City Secretary is hereby directed to place on said budget an endorsement, which shall be signed by the City Secretary, which shall read as follows: "The Official Budget of the City of Rosenberg, Texas, for the Fiscal Year Beginning October 01, 2017, and ending September 30, 2018." Such budget, as thus endorsed, shall be kept on file in the office of the City Secretary as a public record.

Section 3. In support of said budget and by virtue of the adoption thereof, the several amounts specified for the various purposes named in said budget are hereby

appropriated to and for such purposes.

Section 4. The City Manager is hereby directed to file a copy of the budget with all agencies pursuant to Section 9.11 of the City's home-rule charter, as amended.

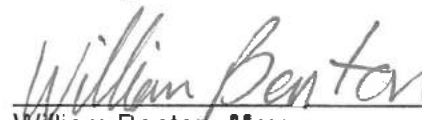
PASSED AND APPROVED pursuant to Section 9.09 of the Charter of the City of Rosenberg by a vote of 7 "ayes" in favor and 0 "noes" against on this, the 5th day of September 2017.

<u>Council Member</u>	<u>In Favor</u>	<u>Opposed</u>	<u>Abstained</u>
Mayor William Benton	<u>X</u>	<u> </u>	<u> </u>
Council Member Jacob Balderas	<u>X</u>	<u> </u>	<u> </u>
Council Member Amanda J. Barta	<u>X</u>	<u> </u>	<u> </u>
Council Member Jimmie J. Peña	<u>X</u>	<u> </u>	<u> </u>
Council Member Susan Euton	<u>X</u>	<u> </u>	<u> </u>
Council Member Alice Jozwiak	<u>X</u>	<u> </u>	<u> </u>
Council Member Lynn Moses	<u>X</u>	<u> </u>	<u> </u>

ATTEST:


Linda Cernosek, **CITY SECRETARY**

APPROVED:


William Benton, **Mayor**

APPROVED AS TO FORM:


Scott Tschirhart, **City Attorney**
Denton Navarro Rocha Bernal Hyde & Zech, P.C.

**CITY OF ROSENBERG, TEXAS
2017-18 BUDGET**

COMBINED BUDGET SUMMARY

Fund	Estimated Beginning Balance 10/1/2017	Revenues & Transfers In	Expenditures & Transfers Out	Estimated Ending Balance 9/30/2018
Note (1)				
GOVERNMENTAL FUND TYPES:				
GENERAL FUND	\$ 15,276,132	\$ 30,936,622	\$ 30,936,622	\$ 15,276,132
SPECIAL REVENUE FUNDS:				
Hotel/Motel Fund	1,328,961	585,100	825,739	1,088,322
Municipal Court Technology Fund	6,546	21,010	23,450	4,106
Beautification Fund	110,400	24,100	15,000	119,500
Law Enforcement Fund	278,391	50	125,600	152,841
Community Development Block Grant Fund	103,840	329,000	406,600	26,240
Police Asset Forfeiture Fund	33,676	-	15,400	18,276
Park Land Dedication Fund	285,293	5,200	246,037	44,456
Juvenile Case Management Fund	165,295	21,060	32,269	154,086
Municipal Court Child Safety Fund	190,162	36,065	59,465	166,762
Municipal Court Building Security Fund	-	13,500	13,500	-
MUD Fire Services Fund	822,868	1,009,000	1,237,900	593,968
Police Federal Forfeiture Fund	97,272	25,520	35,000	87,792
PEG Fund	163,131	70,000	15,000	218,131
Fire Station No. 3 Operating Fund	1,756	1,359,369	1,359,369	1,756
Subtotal	3,587,592	3,498,974	4,410,329	2,676,237
DEBT SERVICE FUND	5,492,737	7,534,889	7,472,889	5,554,737
CAPITAL PROJECTS FUNDS	11,711,367	6,770,392	7,425,530	11,056,229
TOTAL GOVERNMENTAL FUNDS	36,067,828	48,740,877	50,245,370	34,563,335
PROPRIETARY FUND TYPES:				
ENTERPRISE FUNDS:				
Water & Wastewater Fund:				
Operating Funds	6,421,390	10,124,991	10,124,991	6,421,390
Restricted Funds	7,960,609	3,987,220	6,627,558	5,320,271
Civic Center Fund	27,212	434,200	461,412	-
Subtotal	14,409,211	14,546,411	17,213,961	11,741,661
INTERNAL SERVICE FUNDS:				
Insurance Fund	682,117	3,587,399	3,626,399	643,117
Fleet Replacement Fund	4,291,536	1,482,672	747,000	5,027,208
Technology Fund	115,908	943,600	941,600	117,908
Subtotal	5,089,561	6,013,671	5,314,999	5,788,233
TOTAL PROPRIETARY FUNDS	19,498,772	20,560,082	22,528,960	17,529,894
COMPONENT UNITS:				
Rosenberg Development Corporation	10,362,857	3,882,116	6,474,432	7,770,541
GRAND TOTAL	\$ 65,929,457	\$ 73,183,075	\$ 79,248,762	\$ 59,863,770

Notes:

(1) - Total beginning reserves, including restricted reserves.

ORDINANCE NO. 2017-25

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF ROSENBERG, TEXAS, FOR THE YEAR 2017; PROVIDING FOR THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

WHEREAS, Section 26.05 of the Texas Property Tax Code provides that before the later of September 30th, or the 60th day after the date the certified appraisal roll is received by the taxing unit, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and,

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the unit's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the unit for the next year), each of the components must be approved separately; and,

WHEREAS, the proposed tax rate for the current tax year of the City of Rosenberg, Texas, consists of two components: a tax rate for the purpose of paying the accruing interest and to provide a sinking fund for payment of the indebtedness of the City, and a tax rate for the purpose of funding the maintenance and operation expenditures of the City for the next fiscal year, as set forth in Section 5 of this ordinance; and,

WHEREAS, City Council has approved, by separate motions, the tax rate heretofore specified for each of said components; and,

WHEREAS, City Council finds that all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of this Ordinance have been timely and properly given and held; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ROSENBERG:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

Section 2. There is hereby levied, for the tax year 2017, to fund the City's fiscal year 2017-2018 municipal budget, an ad valorem tax at the total rate of forty-six point two cents (\$0.462000) on each one hundred dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits of the City, upon which an

ad valorem tax is authorized by law to be levied by the City of Rosenberg, Texas. Said tax being so levied and apportioned to the specific purposes here set forth:

- 1) For the maintenance and operations expenditures of the City (General Fund), \$0.274638 on each \$100 valuation of property; and
- 2) For interest and sinking fund, \$0.187362 on each \$100 valuation of property.

All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

Section 4. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 9.65 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$40.66.

Section 5. All ad valorem taxes levied hereby, in the total amount of forty-six point two cents (\$0.462) on each one hundred dollars (\$100.00) of assessed valuation, as reflected by Sections 2 hereof, shall be due and payable on or before January 31, 2018. All ad valorem taxes due the City of Rosenberg, Texas, and not paid on or before January 31st following the year for which they were levied, shall bear penalty and interest as prescribed in the Texas Tax Code.

Section 6. All taxes shall become a lien upon property against which assessed, and the Fort Bend County as the assessor and collector of the City is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the

payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City.

Section 7. All ordinances and parts of ordinances inconsistent or in conflict herewith are hereby repealed to the extent of such conflict.

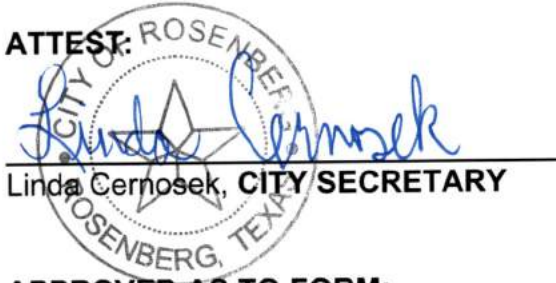
Section 8. If any provision of this Ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, the same shall not invalidate or impair the validity, force, or effect of any other provision of this Ordinance.

Section 9. The requirement in Section 3.10 of the City of Rosenberg's home-rule charter that ordinances be read on two separate days is hereby dispensed with by an affirmative vote of five or more of the Council Members, and this Ordinance shall take effect upon its adoption.

PASSED AND APPROVED by a vote of 5 "ayes" in favor and 2 "noes" against on this first and final reading in full compliance with the provisions of Section 3.10 of the Charter of the City of Rosenberg on this, the 5th day of September 2017.

<u>Council Member</u>	<u>In Favor</u>	<u>Opposed</u>	<u>Abstained</u>
Mayor William Benton	_____	<u>X</u>	_____
Council Member Jacob Balderas	_____	<u>X</u>	_____
Council Member Amanda J. Barta	<u>X</u>	_____	_____
Council Member Jimmie J. Peña	<u>X</u>	_____	_____
Council Member Susan Euton	<u>X</u>	_____	_____
Council Member Alice Jozwiak	<u>X</u>	_____	_____
Council Member Lynn Moses	<u>X</u>	_____	_____

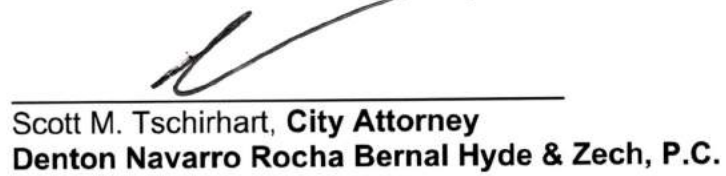
ATTEST:


Linda Cernosek, **CITY SECRETARY**

APPROVED:


William Benton, **Mayor**

APPROVED AS TO FORM:


Scott M. Tschirhart, **City Attorney**
Denton Navarro Rocha Bernal Hyde & Zech, P.C.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

Section 1. General Guidelines.

- 1.1 The City will establish and maintain a high standard of accounting practices. The City's accounting system shall conform to generally accepted governmental accounting principles (GAAP), as prescribed by the Governmental Accounting Standards Board (GASB) for governmental entities.
- 1.2 The City will prepare and maintain in a current status written procedures relating to each financial management area.
- 1.3 The Mayor/City Council shall appoint an Audit/Finance Committee whose members shall serve terms of one (1) year. The Committee will be responsible for recommending a certified public accounting firm, as well as monitoring the independent audit process and making suggestions regarding internal controls within the City. Members of the Committee shall be comprised of three members of the City Council. Committee staff members will be the City Manager, Finance Director, and Finance Manager.
- 1.4 Every three to five years, the City will issue a request for proposal to choose an auditor for a period of three years, with an optional one-time two-year extension.
- 1.5 These financial management guidelines shall remain in effect until amended by the City Council. In addition, these guidelines shall be reviewed at least annually by the Audit/Finance Committee.

Section 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.
- 2.2 The adoption of a balanced budget, where current resources (current revenues plus fund balances or reserves) shall be required. Current resources will equal or exceed current expenditures for each individual fund.
- 2.3 Fund balances or reserves of operating funds at the end of each fiscal year shall be at least twenty percent (20%) of the fund operating expenditures (excluding non-recurring expenditures), or seventy-two days (72) of total fund operating expenditures for the same fiscal year.
- 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 (one-time revenues), including reserves and fund balances, to fund non-recurring (one-time) expenditures. Recurring (on-going) revenues shall be used to fund recurring (on-going) expenditures.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

- 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 annually in order to determine the appropriate level of funding anticipated to support the various related activities.
- 2.7 Rates for water and sewer enterprise activities shall be fixed and maintained at levels sufficient to ensure that annual revenues will be available to pay all direct and indirect costs of the enterprise activity, including costs of operation, capital improvements, maintenance, principal and interest requirements on outstanding debt, and interest and sinking fund and reserve fund requirements.
- 2.8 Net earnings of the enterprise funds for any fiscal period shall be at least 1.25 times the average annual principal and interest requirements of outstanding debt. Net earnings shall be defined to include non-operating revenues available for debt service, excluding depreciation and transfers to other funds.
- 2.9 Budgets of operating funds shall provide for costs of fully maintaining all City facilities.
- 2.10 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 95 percent (95%) of the current levy.
- 2.11 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.
- 2.12 Transfers from enterprise activities to the general fund for administrative services, in-lieu-of tax payments, and dividends shall not exceed the estimated costs incurred by the general fund in providing such services. The basis for each transfer shall be fully explained each year in the proposed budget.
- 2.13 A contingency budget, to be used in the case of unforeseen items of expenditures, shall be established in accordance with Section 9.14 of the Rosenberg City Charter. Provision shall be made in the annual budget and in the appropriation ordinances for a contingency appropriation of not more than three (3) percent of total General Fund operating expenditures. Expenditures from this contingency appropriation shall be made only in case of established emergencies (unforeseen situations affecting the health, safety and wellbeing of the citizens and/or employees), as authorized by the City Council.
- 2.14 A proposed budget for all funds shall be submitted by the City Manager between sixty (60) and ninety (90) days prior to the beginning of the ensuing fiscal year. The proposed budget shall be filed in the Office of the City Secretary, and be available for review and inspection by interested citizens during normal business hours.
- 2.15 Annual fixed-dollar budgets are adopted for all funds except for capital project and trust funds for the period beginning October 1 and ending September 30 of the following year.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

Project-based budgets for capital projects are adopted on a project basis, and not on a fiscal year basis.

- 2.16 All budget appropriations (except for capital projects) lapse at year-end (September 30). Any encumbered appropriations at year-end may be re-appropriated by the City Manager in the ensuing fiscal year. Such re-appropriations shall be subsequently reported to City Council.
- 2.17 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 when 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. Outstanding encumbrances at year-end are re-appropriated in the budgets of the ensuing fiscal year. For Enterprise and Internal Service funds, depreciation is not budgeted, and capital improvements and debt service principal payments are budgeted as expenditures/expenses.
- 2.18 The budget shall be adopted 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 the approval of the City Council. The City Manager is authorized to transfer appropriations within a department in an individual fund in accordance with these policy guidelines. Except in emergency situations, and only upon prior approval by the City Council, no department shall exceed appropriations.
- 2.19 Authority to transfer appropriations within a department. The City Manager may approve transfers of unencumbered appropriations between general classifications of expenditures within a department, provided the transfer amounts do not result in a net increase in total appropriations, and further provided that no amounts shall be transferred from or to any capital outlay line-item accounts. All transfers within a department shall be reported to the City Council at the next regularly scheduled City Council meeting.
- 2.20 Authority to transfer appropriations between a fund/department. Transfer of unencumbered appropriations in general classifications of expenditures between funds or departments shall be approved only by the City Council. The City Council shall also approve any budget modification(s) resulting in a net increase in appropriations, or any proposed use of contingency funds.
- 2.21 The City will strive to receive and retain the Distinguished Budget Presentation Award presented annually by the Government Finance Officers Association (GFOA).
- 2.22 Budgets of Enterprise and Internal Service funds shall be self-supporting, i.e., current revenues (including retained earnings) will equal or exceed current expenditures (excluding depreciation).
- 2.23 Contingency reserves should be maintained at a level sufficient to provide for unanticipated expenditures of a non-recurring nature.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

- 2.24 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.
- 2.25 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.
- 2.26 The proposed budget should disclose both a "current services level" and an "expanded services level" separately. Current services level is that level of funding necessary to provide the same level of services for the upcoming fiscal year that is currently being provided. Expanded services level includes funding requests associated with new or expanded service(s), additional personnel or new capital.

Section 3. Capital Improvements.

- 3.1 The City will develop and maintain a five-year plan for capital improvements. This plan shall be reviewed at least annually by the City Council. Capital improvements for planning purposes shall be considered all land, land improvements, building projects, infrastructure (i.e., streets, water and wastewater improvements) and equipment exceeding \$100,000 in cost.
- 3.2 All capital improvements should be made in accordance with the five-year plan as adopted by or presented to the City Council.
- 3.3 The City Council shall adopt an annual capital budget based on the approved 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 A capital project status report shall be prepared for the City Council each quarter.
- 3.6 Interest earnings on bond proceeds shall be credited to the appropriate capital project fund.

Section 4. Debt Management.

- 4.1 Long-term debt shall not be incurred to finance current 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 (5) years or less to retire, and may be used to fund purchases of machinery, equipment (including office equipment) and vehicles.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

- 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.
- 4.3 The average maturity of each general obligation bond issue shall not exceed twenty (20) years.
- 4.4 Total debt service requirements (principal and interest) in any fiscal year should generally not exceed twenty-five (25) percent of total expenditures/expenses.
- 4.5 Total direct debt shall not exceed ten (10) percent of the assessed value of taxable property.
- 4.6 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.
- 4.7 Interest and sinking fund and/or debt reserve balances shall be maintained at the minimum of the following: (a) equal to fifty (50) percent of the ensuing year's principal and interest requirements; or, (b) in accordance with the City's most restrictive bond ordinances and/or covenants.

Section 5. Financial Reporting.

- 5.1 The City will strive to receive and retain the Certificate of Achievement for Excellence in Financial Reporting awarded annually by the Government Finance Officers Association of the United States and Canada (GFOA).
- 5.2 An annual independent financial audit shall be performed by a properly licensed independent public accounting firm, and results of this audit will be presented to the City Council by March 31 of the following year in the form of a Comprehensive Annual Financial Report (CAFR), in accordance with GAAP and governmental accounting, auditing and financial reporting (GAAFR) requirements.
- 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 statements shall be prepared on a monthly basis and made available to the City Council in a condensed format. Financial statements shall be prepared and presented to the City Council as a formal agenda item on a quarterly basis.

Section 6. Purchasing.

- 6.1 The Finance Director shall be responsible for maintaining written purchasing policies and procedures in accordance with State statutes, City ordinances and these policies.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

- 6.2 Generally, purchases are authorized as follows:
- 6.2.1 The Finance Director and the Department Head may approve purchases for \$5,000 or less.
 - 6.2.2 Purchases exceeding \$5,000 but less than \$50,000 will require detailed purchasing specifications, and must be approved by the Department Head, the Finance Director and the City Manager.
 - 6.2.3 Purchases exceeding \$50,000 will be subject to competitive bidding requirements and may be approved only by the City Council. Formal competitive bids shall be required for all purchases in excess of those limits established by State statutes (Local Government Code, Chapter 252). Purchases below State statute limitations may be approved by the Department Head and Finance Director, and/or the City Manager in accordance with City statutes and written purchasing policies and procedures.
- 6.3 Lease purchase agreements shall only be used to finance capital items with a purchase price exceeding \$25,000 and a useful life of at least three years. All lease purchase agreements in excess of limits established by State statutes will be awarded by City Council.
- 6.4 All City purchases should be made locally, to the extent possible.
- 6.5 The City will enter into interlocal agreements, whenever practical, with entities such as the State of Texas, Houston-Galveston Area Council of Governments, or Fort Bend County in order to take advantage of purchasing contracts with favorable pricing arrangements.

Section 7. Cash and Investments.

- 7.1 The Finance Director shall be responsible for maintaining written policies and 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 will obtain the best possible return on cash investments consistent with State laws and the City's investment policy.
- 7.5 The City will utilize the consolidated (pooled) cash method of accounting for cash, whereby multiple accounting funds are accounted for in one consolidated (pooled) cash bank account. Consolidated or pooled cash will enhance the City's ability to effectively manage the City's investment portfolio, through controlled receipts and disbursements functions.

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

Section 8. General Accounting Guidelines.

- 8.1 The City Manager is authorized to write off utility accounts less than \$1,000 which have been delinquent for more than 120 days. These accounts will be aggressively pursued for collection by any lawful and available means. Accounts which are in bankruptcy status, involving a claim of \$1,000 or less, which requires 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 utility write-offs to City Council at the next regularly scheduled City Council Meeting. All accounts involving amounts greater than \$1,000 shall be referred directly to City Council for write off, or further recommended action.

Section 9. Fund Balance.

- 9.1 Fund balance is essential to the preservation of the financial integrity of the City and is fiscally advantageous for both the City and the citizens. This section provides guidance concerning the desired level of fund balance maintained by the City to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.
- 9.2 Fund balance is a measurement of available financial resources and is the difference between total assets and total liabilities in each fund. GASB Statement 54 distinguishes fund balance classified based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:
- 9.2.1 **Non-spendable Fund Balance** – amounts that are not in a spendable form (e.g., inventory, pre-paid expenses, or are legally or contractually required to be maintained intact (e.g. permanent fund principal).
- 9.2.2 **Restricted Fund Balance** – amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally or through enabling legislation (e.g. Debt Service, Capital Projects, State and Federal Grants or donations).
- 9.2.3 **Committed Fund Balance** – amounts that can be used only for the specific purposes determined by a formal action of City Council (Council). Commitments may be changed or lifted only by referring to the formal action that imposed the constraint originally (e.g. Council's commitment in connection with future construction projects).
- 9.2.4 **Assigned Fund Balance** – amounts intended to be used by the government for specific purposes. Intent can be expressed by Council or by a designee to whom the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted

**CITY OF ROSENBERG
2017-2018 BUDGET**

FINANCIAL MANAGEMENT POLICIES

or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

- 9.2.5 **Unassigned Fund Balance** – includes all amounts not contained in other classifications and is the residual classification of the general fund only. Unassigned amounts are available for any legal purpose.

9.3 The responsibility for designating funds to specific classifications shall be as follows:

- 9.3.1 **Committed Fund Balance** – The Rosenberg City Council is the governing body's highest level of decision-making authority, and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by City Council.
- 9.3.2 **Assigned Fund Balance** – The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

ACRONYMS AND GLOSSARY OF TERMS

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

ACRONYMS

The annual budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the budget document in understanding these terms, this list of acronyms has been included in the budget document.

A

A/C: Air Conditioning
ACM: Assistant City Manager
ADA: Americans with Disability Act
ASE: Automotive Service Excellence

B

BTC: Brazos Town Center
BWA: Brazosport Water Authority

C

CAD: Central Appraisal District
CAFR: Comprehensive Annual Financial Report
CDBG: Community Development Block Grant
CFBCA: Central Fort Bend Chamber Alliance
CID: Criminal Investigation Division
CIP: Capital Improvements Program
CJD: Criminal Justice Division
CM: City Manager
CO: Certificate of Obligation
CP: Capital Project
CPI: Consumer Price Index
CPR: Cardiopulmonary Resuscitation

D

DPS: Department of Public Safety
DSC: Driver Safety Course

E

ED: Economic Development
EDMS: Electronic Document Management Systems
EMS: Emergency Medical Safety
EOC: Emergency Operations Center
EPA: Environmental Protection Agency
ETJ: Extraterritorial Jurisdiction
ETR: Effective Tax Rate

F

FFII: Firefighter II
FLSA: Fair Labor Standards Act
FM: Farm to Market
FTE: Full Time Equivalent
FY: Fiscal Year

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

ACRONYMS

G

GAAP: Generally Accepted Accounting Principles
GAAFR: Governmental Accounting, Auditing, and Financial Reporting
GASB: Governmental Accounting Standards Board
GFBEDC: Greater Fort Bend Economic Development Council
GFOA: Government Finance Officers Association
GIS: Geographic Information System
G/L: General Ledger
GO: Certificate of General Obligation
GPS: Global Positioning System
GRP: Groundwater Reduction Plan

H

HGAC: Houston-Galveston Area Council
HOA: Home Owners Association
HOT: Hotel/Motel Occupancy Tax
HR: Human Resources
HUB: Historically Underutilized Business
HUD: Department of Housing and Urban Development
HVAC: Heating, Ventilation, and Air Conditioning

I

I69: Interstate 69
ISO: Insurance Service Office
ITIL: Information Technology Infrastructure Library
IVR: Interactive Voice Response System

K

KRB: Keep Rosenberg Beautiful

L

LCISD: Lamar Consolidated Independent School District
LEOSE: Law Enforcement Officer Standards and Education
LF: Linear Feet
LLEBG: Local Law Enforcement Block Grant

M

M&O: Maintenance and Operations
MUD: Municipal Utility District

O

O&M: Operating and Maintenance
O/T: Other Than

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

ACRONYMS

P

PC/LAN: Personal Computer/Local Area Network
PDF: Portable Document Format
PEG: Public, Educational, and Governmental Access Television
PPE: Personal Protective Equipment

R

RCC: Rosenberg Civic Center
RDC: Rosenberg Development Corporation
RFP: Request for proposal
ROW: Right of Way
RRLGC: Richmond Rosenberg Local Government Corporation

S

SCADA: Supervisory Control and Data Acquisition
SCRSC: Seabourne Creek Regional Sports Complex
S&D: Street & Drainage
SECO: State Energy Conservation Office
SIB: State Infrastructure Bank
SRO: School Resource Officer
SWAT: Special Weapons and Tactics
SWOT: Strengths, Weaknesses, Opportunities, and Threats
SWWC: Southwest Water Company

T

TAMIO: Texas Association of Municipal Information Officers
TCEQ: Texas Commission on Environmental Quality
TEEX: Texas Engineering Extension Service
TIRZ: Tax Increment Reinvestment Zone
TMCCP: Texas Municipal Clerk's Certification Program
TML: Texas Municipal League
TMRS: Texas Municipal Retirement System
TWDB: Texas Water Development Board
TXDOT: Texas Department of Transportation

V

VLAN: Virtual Local Area Network

W

WFBMD: West Fort Bend Management District
WWTP: Wastewater Treatment Plant
W/WW: Water/Wastewater

Y

YMCA: Young Men's Christian Association

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

The annual budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the budget document in understanding these terms, this glossary has been included in the budget document.

ACCOUNT NUMBER: A set of accounts used in the general ledger by the City to indicate the fund, department, activity, and object code, if applicable, of a revenue or expenditure item.

ACCRUAL BASIS OF ACCOUNTING: The recording of financial transactions for the City in the periods in which they occur, rather than only in the periods in which cash is received or paid. For example, water and wastewater revenues which were billed in September are recorded as revenues in September, even though payment in cash is received in October. Conversely, services or supplies which have been received in September, but actually paid by the City in October, are recorded as obligations of the City (expenditures) in September.

ACTIVITY: See Program/Activity.

ADOPTED BUDGET: The final budget adopted by ordinance by the City Council.

AD VALOREM TAX: Property taxes based on assessed valuation of property and collected from property owners.

AGENCY FUND: A fund type normally used to account for assets held by the City as an agent for individuals, private organizations or other governments and/or other funds. The agency fund also is used to report the assets and liabilities of Internal Revenue Code, Section 457, deferred compensation plans.

ANNUAL BUDGET: A budget applicable to a single fiscal year.

ANNUAL FINANCIAL REPORT: A financial report applicable to a single fiscal year.

APPRAISE: To estimate the value, particularly the value of property. If the property is valued for taxation, the narrower term "assess" is substituted.

APPROPRIATION: An annual authorization made by the City Council which permits the City to make expenditures of available resources, within a specified time frame.

ASSESS: To establish an official property value for taxation.

ASSESSED VALUE/VALUATION: A value (valuation) placed upon real estate or other property within the City as a basis for levying taxes.

ASSESSMENT: (1) The process of making the official valuation of property for taxation, and/or (2) the valuation placed upon property as a result of this process.

ASSESSMENT ROLL: The official list containing the legal description of each parcel of property and its assessed valuation. With personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property and its assessed value.

AUDIT: A comprehensive collection and investigation of the fairness of the City's assertions of its financial statements, or to evaluate whether the City has efficiently and effectively carried out its responsibilities. A financial audit is a review of the accounting system and financial information to determine how the City's funds were collected and spent, and whether expenditures were in compliance with appropriations.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

BALANCED BUDGET: As required by law, revenues and inter-fund transfers must equal or exceed expenditures for all funds.

BASE BUDGET: The budget needed to maintain the current operations and service levels of the City.

BASIS OF ACCOUNTING: A term referring as to when revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the City's financial statements.

BIOCHEMICAL OXYGEN DEMAND (BOD): A measure of how much dissolved oxygen is being consumed as microbes breakdown organic matter.

BOND: A municipality will issue this debt instrument and agree to repay the face amount of the bond on the designated maturity date. Bonds are primarily used to finance capital projects.

BOND RATING: A rating assigned by outside credit rating companies which gives investors an idea of the credit-worthiness of the City.

BONDED DEBT: The portion of indebtedness represented by the principal amount of outstanding bonds.

BUDGET: A plan of financial operation containing an estimate of proposed expenditures for a given period and the proposed means of financing them, usually for a single fiscal year. This term may refer to both the proposed and adopted budget.

BUDGET ADJUSTMENT (AMENDMENT): A formal legal procedure utilized by the City to revise a budget appropriation during a fiscal year.

BUDGET CALENDAR: A schedule containing key dates which the City follows for each stage of the preparation, adoption, and administration of the budget.

CAPITAL BUDGET: A plan of proposed capital outlays and the means of financing them.

CAPITAL OUTLAY: An expenditure which results in the acquisition of or addition to a fixed asset, in accordance with the City's capitalization policy. Generally, the purchase must have an anticipated useful life of more than one year and can be individually identified as a unit of property. Capital outlay generally consists of land, buildings, improvements other than buildings, machinery and equipment, and furniture and fixtures.

CAPITAL IMPROVEMENTS PROGRAM (CIP): A plan for capital expenditures and improvements to be incurred each year over a fixed period of years to meet capital needs arising from the long-term capital needs. It sets forth each project or other contemplated expenditures in which the City may have a part and specifies the resources estimated to be available to finance the projected expenditures.

CASH BASIS: A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CENTRAL APPRAISAL DISTRICT (CAD): The Fort Bend County Central Appraisal District is the entity which has been established in each Texas County by the State legislature for the purpose of appraising property. All taxing units in Fort Bend County use the property values computed by CAD. The CAD is governed by a board whose members are appointed by the individual taxing entities, based on each entity's ratio of property values.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

CERTIFIED APPRAISAL ROLL: The final property appraisal roll, as calculated by the Fort Bend County Central Appraisal District.

COMPONENT UNIT FUNDS: Legally separate organizations for which elected officials of the primary government are financially accountable.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual financial report of a government that encompasses all funds and component units of the government.

CONSUMER PRICE INDEX (CPI): The measure of price level computed by the Bureau of Labor Statistics on a monthly basis. It is the ratio of the cost of specific consumer items in any one year to the cost of those items in the base year.

CONTRACTUAL LEASE OBLIGATIONS: Legal debt instruments which are authorized by the Texas Public Property Finance Act (Subchapter A, Chapter 271, and Local Government Code). This financing can be used to finance all types of new and used personal property, such as portable buildings, furniture, office equipment and other equipment.

CURRENT TAXES: Property taxes that are levied and due within one year.

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest, sometimes referred to as a "sinking fund."

DEFICIT: (1) The excess of the liabilities of a fund over its assets; or (2) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DELINQUENT TAXES: Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached.

DEPARTMENT: A major administrative division of the City which indicates the overall management responsibility for an operation or a group of related activities within a functional area. (See Program/Activity.)

DEPRECIATION: The decline in the value of an asset due to general wear and tear or obsolescence.

DISTINGUISHED BUDGET PRESENTATION AWARD: An award presented annually by the Government Finance Officers Association of the United States and Canada for the City's budget document. In order to receive the award, the City's budget document must meet stringent disclosure requirements, including the budget as a policy document, financial plan, communications device, and an operations guide.

EFFECTIVE TAX RATE: Generally, the tax rate (levy) for the current year which produces the same tax revenue (based on current year assessed valuation, less new improvements and annexations) that was produced from the prior year tax rate (levy).

ENCUMBRANCES: Commitments 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 the fund balance/reserves. Encumbrances are generally re-appropriated in the ensuing fiscal year.

ENTERPRISE FUND: A fund established to account for operations financed and operated in a manner similar to private business enterprises. In this case, the governing body intends that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

ENVIRONMENTAL PROTECTION AGENCY (EPA): An agency of the United States government which is responsible for establishing and enforcing regulations dealing with environmental issues.

EXPENDITURES: A decreases in net financial resources. Expenditures include current operating expenses requiring the use of net current assets, debt service and capital outlays, and intergovernmental grants.

EXPENSES: Outflows or other uses of assets or incurring of liabilities (or a combination of both) from delivering or producing goods, services or carrying out other activities that constitute the entity's ongoing major operations.

EXTRATERRITORIAL JURISDICTION (ETJ): The area extending approximately three (3) miles beyond the corporate limits, within which the City exercises extraterritorial powers of land division and/or zoning review.

FIDUCIARY FUND TYPE: The trust and agency funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds. The Firemen's Relief and Retirement Fund is classified as a fiduciary (pension trust) fund.

FINANCIAL AUDIT: An audit made to determine whether the financial statements of a government are presented fairly in conformity with GAAP.

FISCAL YEAR (FY): A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of operations.

FIXED ASSET: An asset of long-term character, which are intended to continue to be held or used, such as land, buildings, machinery, and equipment, etc.

FRANCHISE TAX: A special privilege granted by the City, permitting the continued use of public property, such as city streets, right-of-ways, usually involving public utilities, i.e., gas, telephone, cable television and electric utilities.

FULL-TIME EQUIVALENT (FTE): A term to indicate the number of annual hours for a position (may be also referred to as "worker year"). For example, an employee working 40 hours per week for 52 weeks per year will have 2,080 annual hours (40 x 52). Therefore, 2,080 hours will equal one FTE. Further, an employee working 40 hours per week for 13 weeks equals 520 annual hours (40 x 13), or a FTE of 0.25. A FTE for a firefighter position is 2,756 annual hours, resulting in one FTE position.

FUND: A fiscal and accounting entity with a self-balancing set of accounts, i.e., assets equal liabilities plus fund balance/equity.

FUND BALANCE: The difference between the accumulated revenues and expenditures of a governmental fund.

FUND BALANCE-RESERVED FOR CONTINGENCIES: An account used to segregate or designate a portion of fund balance for resources restricted to payments for unanticipated expenditures during the fiscal year or future fiscal years.

FUND BALANCE-RESERVED FOR DEBT SERVICE: An account used to segregate or designate a portion of fund balance for resources legally restricted to the payment of debt principal and interest maturing in future years.

FUND BALANCE-RESERVED FOR ENCUMBRANCES: An account used to segregate or designate a portion of fund balance for expenditure upon completion of a contract or agreement.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

FUND TYPE: Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL AND ADMINISTRATIVE (G&A) FEE TRANSFER: A transfer from enterprise or internal service funds to the general fund for general and administrative services provided to other funds. For example, the water and wastewater fund receives administrative services from the City Manager/Human Resources, City Attorney, City Council, Finance and Administration, and a number of other activities that are funded from the general fund. The G&A fee is used as a means of reimbursing the general fund for these types of services.

GENERAL FUND: The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LEDGER: A record containing the accounts needed to reflect the financial position and the results of operations of an entity.

GENERAL OBLIGATION BONDS: Bonds that finance a variety of public projects such as streets, buildings, and improvements. The repayment of these bonds is usually made from the Debt Service Fund, and are backed (guaranteed) by the full faith and credit of the City.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting, governing the form and content of the financial statements of an entity, encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time; and provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

GEOGRAPHIC INFORMATION SYSTEMS (GIS): A computer system that is capable of capturing, storing, analyzing, and displaying geographically referenced information; that is identified according to location. GIS also includes the procedures, operating personnel, and spatial data that go into the system.

GOAL: A long-term, attainable target of a program, department, or the City as a whole. Goals will likely extend over several fiscal years.

GOVERNMENTAL ACCOUNTING, AUDITING, AND FINANCIAL REPORTING (GAAFR): A publication of the Government Finance Officers Association. It is also known as the *Blue Book*.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB): The authoritative accounting and financial reporting standard-setting body for government entities.

GOVERNMENT FINANCE OFFICERS ASSOCIATION: The association of public finance professionals who sponsors the Distinguished Budget Presentation Award Program and the Certificate of Achievement for Excellence in Financial Reporting Program.

GOVERNMENTAL FUND TYPES: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities-except those accounted for in proprietary funds and fiduciary funds. Under GAAP there are four governmental fund types: general, special revenue, debt service, and capital projects.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

GROUNDWATER REDUCTION PLAN (GRP): A plan mandated by the Fort Bend Subsidence District to convert from well water to surface water.

HOTEL/MOTEL TAX: A tax levied upon the cost of occupancy of any room or space furnished by any hotel. The City levies a tax of 7 percent of the occupancy rate; the state maximum is seven percent (7%). Revenue received from the source is disbursed for the promotion of tourism within the City of Rosenberg.

INCOME: A term used in proprietary fund-type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

INDEPENDENT AUDIT: An audit performed by an independent auditor.

INFRASTRUCTURE: Public domain assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and similar assets that are immovable and of value only to the City.

IN-LIEU OF TAXES TRANSFER: A transfer similar to the general and administrative fee transfer where an enterprise or internal service fund transfers funds to the general fund "in-lieu-of taxes." Since the water and wastewater fund is a part of the City, the assets of the fund are exempt from property taxes. However, when computing the full cost of services in the water and wastewater fund, in-lieu-of taxes is calculated in order to transfer the appropriate amount(s) to the general fund.

INTERNAL SERVICE FUND: A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other entities, on a cost-reimbursement basis.

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT (LCISD): The local school district that provides public education services within the City of Rosenberg.

LEVY: (1) To impose taxes, special assessments or service charges for the support of government activities. (2) The total amount of taxes, special assessments or service charges imposed by a government.

LIABILITIES: Probable future obligations of and entity indicating a future transfer of assets or providing of services to other entities as a result of past transactions or events.

LINE-ITEM BUDGET: A budget that lists each expenditure and revenue category separately, along with the dollar amount budgeted for each specific category.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

MAINTENANCE AND OPERATIONS (M&O): Expenditures of a recurring nature which are necessary for the operation of a department or activity. Does not include capital outlay or debt service expenditures. (Sometimes also referred to as O&M.)

MARKET VALUE: A price at which an item can be sold.

MIXED BEVERAGE TAX: A tax imposed on the gross receipts of a licensee for the sale, preparation or serving of mixed beverages.

MODIFIED ACCRUAL ACCOUNTING: A basis of accounting in which expenditures are accrued, but revenues are accounted for on a cash basis. This accounting system is a combination of cash and accrual accounting since

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received, or are "measurable" or "available for expenditure."

NON-RECURRING REVENUE/EXPENSES: Resources/expenses recognized by the City that are unique and occur only one-time without pattern in one fiscal year.

OBJECT (OBJECT OF EXPENDITURE): A specific classification of expenditure in the City's chart of accounts. Examples of object of expenditures are office supplies, equipment maintenance, salaries, and wages, etc.

OBJECTIVE: A specific, measurable, and observable accomplishment the City or a department intends to achieve during the year.

OPERATION & MAINTENANCE (O&M): See maintenance and operation.

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 are controlled.

OPERATING EXPENSES: Proprietary fund expenses which are directly related to the fund's primary service activities.

OPERATING INCOME: The excess of proprietary fund operating revenues over operating expenses.

OPERATING REVENUES: Proprietary fund revenues directly related to a fund's primary activities, consisting primarily of user charges for goods and services.

ORDINANCE: A formal legislative enactment by the City Council.

PER CAPITA DEBT: The amount of a government's debt divided by its population. Per capita debt is used to indicate the government's credit position by reference to the proportionate debt per resident.

PERFORMANCE BASED BUDGET SYSTEM: The budgeting system where departmental allocations are built around workload measures for each program.

PERFORMANCE INDICATORS: Specific quantitative and qualitative measures of work performed as an objective of the department. (See Service Level Indicators.)

PERSONAL SERVICES: A classification of expenditures that includes salaries and wages, overtime, longevity and related fringe benefits.

POLICY: A plan, course of action or guiding principle, designed to set parameters for decisions and actions. For example, the City Council adopts budget policies which set parameters for the overall formulation and adoption of the budget.

PROGRAM/ACTIVITY: A major administrative division of the City which indicates the overall management responsibility for an operation or a group of related activities within a functional area. (See Department.)

PROPOSED BUDGET: The budget originally proposed by the City Manager to the City Council. Amendments are frequently made to the proposed budget to arrive at the adopted budget.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

PROPRIETARY FUND TYPES. The classification used to account for the City's ongoing organizations and activities that are similar to those often found in the private, commercial sector. The Water and Wastewater Fund is a proprietary fund type.

RESERVED FUND BALANCE: Those portions of fund balance that are not available for expenditure, or that are legally segregated for a specific future use.

RESERVES: An account used to indicate the difference between a fund's assets and liabilities. Reserves are sometimes referred to as fund balance, retained earnings or working capital. In addition, reserves within a fund may be classified as undesignated, i.e., the reserves are not designated for any specific purpose or expenditure, or designated, i.e., the reserves are designated for a specific purpose or expenditure.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues for the repayment of the bonds, such bonds sometimes contain a mortgage on the property of the enterprise fund.

REVENUES: (1) An increase in the net current assets of a governmental fund type. (2) Increases in the net total assets of a proprietary fund type.

SALES TAX: A general tax on sales levied on persons and businesses selling merchandise or services in the city limits on a retail basis.

SPECIAL REVENUE FUND: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

STRATEGIC PLAN: A document used to communicate with the organization the organizations goals, the actions needed to achieve those goals and all of the other critical elements developed during the planning exercise.

SUPPLEMENTAL REQUESTS: The budget requests for any program enhancements felt necessary or result in a significant funding increase over base budget.

TAX ABATEMENT: The full or partial exemption from ad valorem taxes for a specified time of certain real property located in a designated zone and for economic development purposes.

TAX RATE: The amount of tax stated in terms of a unit of the tax base; for example, \$0.5202 per \$100 assessed valuation of taxable property.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ): A regulatory body of the State of Texas regulating and establishing environmental procedures relating to the use of natural resources.

TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS): The retirement system which provides retirement coverage and benefits administration to over 600 municipal entities in the State of Texas. The TMRS was created by the Texas Legislature and is governed by a board, which is appointed by the Governor, with the advice of the State Senate.

TOTAL SUSPENDED SOLIDS (TSS): Solids in water that can be trapped by a filter.

TRANSFER: Movement of resources between two funds.

CITY OF ROSENBERG, TEXAS

2017-18 BUDGET

GLOSSARY OF TERMS

TRUST AND AGENCY FUND: One of the seven fund types in governmental accounting. See Trust Funds and Agency Fund.

TRUST FUNDS: Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds.

WORKING CAPITAL: The current assets less current liabilities of a fund. For budgetary purposes, working capital, rather than retained earnings, is generally used to reflect the available resources of the enterprise fund (water and wastewater) and internal service funds.

