# ADOPTED ANNUAL BUDGET

Rosenberg
TEXAS

**OCTOBER 1, 2020 -
SEPTEMBER 30, 2021**

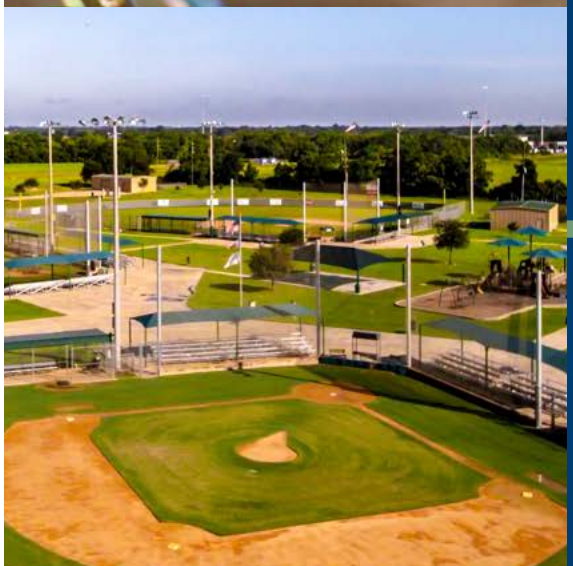










# Fiscal Year

# 2020 2021

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# ANNUAL ADOPTED BUDGET FOR FISCAL YEAR 2020-2021

This budget will raise more revenue from property taxes than last year's budget by $447,312, which is a 4.02% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $412,094.

Property Tax Rate Comparison:

| Per $100 Valuation | Fiscal Year 2021 | Fiscal Year 2020 |
|---|---|---|
| Tax Rate | $0.400000 | $0.415000 |
| No-New-Revenue Tax Rate | $0.402352 | $0.412846 |
| No-New-Revenue M&O Tax Rate | $0.427586 | $0.447063 |
| Voter-Approval Tax Rate | $0.401776 | $0.455621 |
| Debt Rate | $0.134303 | $0.160891 |

Record Vote on Adoption of Budget:

| Members of Governing Body | For | Against | Absent |
|---|---|---|---|
| William "Bill" Benton | ✓ | | |
| Jacob Balderas | ✓ | | |
| Kevin Raines | ✓ | | |
| Isaac Davila | | | ✓ |
| Steven DeGregorio | ✓ | | |
| Timothy Anders | ✓ | | |
| Richard Olson | ✓ | | |

Total City Debt Obligation

The total amount of municipal debt obligations secured by property taxes for the City of Rosenberg is $59,640,000.

*Statutory Notice Statement required by Texas Local Government Code, Chapter 102. Municipal Budget, Section 102.007*



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# MAYOR AND CITY COUNCIL




## MAYOR

William T. “Bill” Benton

## MAYOR PRO-TEM, At Large – Position 2

Kevin Raines

### Council Members

Jacob Balderas..... At Large – Position 1

Isaac Davila..... District No. 1

Steven DeGregorio..... District No. 2

Timothy P. Anders..... District No. 3

Richard Olson..... District No. 4



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## APPOINTED OFFICIALS

| | |
|---|---|
| John Maresh | City Manager |
| Randle Law Office, Ltd. LLP. | City Attorney |
| Danyel Swint | City Secretary |
| Phyllis Ross | Municipal Judge |
| Jonathan White | Police Chief |

## DEPARTMENT DIRECTORS

| | |
|---|---|
| Joyce Vasut | Assistant City Manager/Director of Finance |
| Robert Kinsey | Building Official |
| Tanya Kveton | Director of Communications |
| Travis Tanner | Executive Director of Community Development |
| Rigo Calzoncin | Executive Director of Public Services |
| Jeremy Heath | Director of Economic Development |
| Darrell Himly | Fire Chief |
| Ashley Williams | Director of Human Resources |
| Darren McCarthy | Director of Parks and Recreation |
| Doug Gorka | Director of Public Works |
| Val Martinez | Director of Fleet |
| Eddie De Leon | Director of Utilities |
| Shelton Besson | Director of Technology |

## CONTRACTUAL SERVICES

| | |
|---|---|
| Jones\|Carter | City Engineer |



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**October 01, 2020**

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

Presented herein is the Adopted Annual Budget for fiscal year 2021 (FY21) in accordance with Texas Statute and the City of Rosenberg Charter, beginning October 01, 2020, and ending September 30, 2021. The FY21 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



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❖ 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 FY20, 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 has completed its second year of receiving an average of 3 million gallons of water, per day, from Brazosport Water Authority. The City is in compliance with the thirty (30) percent groundwater reduction mandate set forth by the Fort Bend Subsidence District.
- Deployed the Mobile Work Order System by the Utilities department and completed the installation of Lift Station No. 19 at Bryan Road
- The City and the RDC are proud to announce the opening of the $130 million, 1.2 million-square-foot Dollar Tree Distribution Center
- Successful Water Distribution System Maintenance Conversion from Chloramine Disinfection to Free Chlorine Disinfection and back to Chloramines as per TCEQ Rules and Regulations
- The GIS Division completed the majority of the City's utility infrastructure (water, sewer and drainage) mapping project, improved quality of imagery on City web-based maps, and successfully took over assignment of addresses from CenterPoint Energy including the creation of online application form to streamline the process.
- The Parks Department coordinated a successful Rosenberg Christmas Nights event; and also coordinated with several organizations for the future utilization of the expansion to the fields at Seabourne Creek Regional Sports Complex and other City parks.
- Completion of the Parks and Recreation Master Plan
- Continued successful implementation of various modules of Tyler Technologies' Incode software such as Financials, Utility Billing and Code Enforcement (EnerGov), including adding the Fire Marshal's Office to EnerGov for plan reviews.
- Economic Development personnel and the Rosenberg Development Corporation have worked with numerous developers to increase development and bring many new businesses to Rosenberg including Wetsounds and the moving of Si Environmental offices to the Rosenberg Business Park
- The City received the Traditional Finances Transparency Star from the Texas State Comptroller of Public Accounts for displaying a high level of financial transparency.
- The Rosenberg Police Department (RPD) received the re-recognized status for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program.
- The Rosenberg Animal Control and Shelter made tremendous strides and reached the "NO-Kill" status in FY20.
- The Rosenberg Fire department put a full-time squad in service at Fire Station No. 4.
- Purchased a new Squad truck that will allow the Fire Department to utilize three (3) squads for medical responses as staffing allows

The updated strategic plans played an integral role in the development of the FY21 Adopted Budget. The goals and objectives of each department are intended to facilitate the accomplishment of the overall goals of the City.

## Financial and Economic Outlook

For FY20, the City's financial outlook continues to show a steady trend. Considering the financial impacts that the Coronavirus (COVID-19) has had on different sectors of the economy, the local sales tax revenues have remained steady when compared to FY19 actual sales tax revenues. Building-related permit revenues have stayed comparable to FY19, which is a good indicator that new development continues. Additionally, the City's tax base reflects just over $103 million in new development. The City's goal is to sustain economic expansion and continue a pro-growth strategy.

## Budgetary Priorities and Focus

The FY21 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 apply 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 as well as Civic Center user fees
- 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
  - ✓ Adjusted Compensation Plan to included a $0.50 cent increase to the plan for FY21
- Provision of City services to a growing community
  - ✓ Prioritize needs and review City's strategic plan
  - ✓ Addition of three (3) new positions including two (2) Police Officers and one (1) Detective
- Maintenance and replacement of the City's aging infrastructure
  - ✓ A complete list of CIP projects 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. 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 FY21 Budget maintains compliance with the reserve requirements.

## Overview of Adopted Budget and Significant Funds

The FY21 Adopted Budget includes total expenditures for all funds in the amount of $86,087,786. 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) | FY21 Adopted |
|---|---|
| General Fund | $ 36.8 |
| Special Revenue Funds | 4.1 |
| Debt Service Funds | 10.6 |
| Water/Wastewater Fund | 21.3 |
| Civic Center Fund | 0.4 |
| Internal Service Fund | 5.4 |
| Component Unit | 3.6 |
| Total Operating Funds | 82.2 |
| Capital Project Funds | 3.9 |
| Totals | $ 86.1 |

**General Fund**

The City's sales tax revenue has shown a steady trend so far in FY20. Due to the uncertainty of the long-term effects of COVID-19, the projection for FY21 sales tax revenue does not include an increase when compared to the FY20 estimated actual collections. However, due to a conservative budget in FY20, the FY21 budget is at $400,000 greater than the FY20 budget.

The total property tax rate is decreasing by one and one-half cents ($0.015) from forty-one and one-half cents ($0.415) to forty cents ($0.40). However, due to a decrease of two and one-half cents in the debt rate and new development, the property tax revenues for maintenance and operations will increase.

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 and the additional of three positions in the Police Department.

**Debt Service Obligations**

The City's FY20 property tax rate was 41.5 cents ($0.415) per $100 valuation. Of that rate, 16.0891 cents ($0.160891) per $100 valuation is designated for debt service obligations and 25.4109 cents ($0.254109) per $100 valuation is designated for the Maintenance and Operation Budget. The City's debt rate calculation for FY21 decreased approximately two and one-half cents to about 13.4 cents ($0.134303) per $100 valuation. This decrease in the debt rate is achieved even with paying off the 2012 Certificates of Obligation, which have a current balance of $5.16 million.

The debt portion of the property tax rate has decreased a little over twelve cents ($0.12) over the past ten (10) years from FY12 to FY21. This has been accomplished since the Water/Wastewater Fund has become self-supporting and has eliminated dependence on the property tax rate for water/wastewater debt service obligations. Secondly, the City has worked with the City's Financial Advisor to properly manage its debt service obligations.

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 $103 million through new development within the City limits in 2020. 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.



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**Water/Wastewater Fund**

The financial condition of the Water/Wastewater Fund has significantly improved, but forecasted infrastructure needs may require additional funding. The Adopted revenues for FY21 will meet the combined operating expenditures, debt service payments and approximately $354,000 for one-time expenditures including: Neptune Meter R900 migration project, a Risk and Resiliency Assessment, additional funding for reclaimed waterlines and funding for the utility adjustments on FM2218.

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 an increase for FY21. Staff will continue to monitor the costs of operating and maintaining the infrastructure for the delivery of surface water and reserved capacity for additional surface water needs to achieve the sixty percent (60%) groundwater reduction requirement in 2025. In FY20, the following projects were completed or near completion: CDBG Phase VI – Candler Road Project, Sanitary Sewer Pipe Bursting Phase III, I-69/Spur 10 Water and Sewer Line Extension and Standby Generator at WWTP 1A – CDBG-DR Project.

**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 FY16, the City must continue to evaluate the salary structure and make adjustments to remain competitive. In September 2020, the compensation plan was increased by $0.50 per hour for all levels for FY21.

The FY21 Adopted Budget authorizes two hundred and ninety-nine (299) full-time positions and includes the addition of three (3) positions, which includes one (1) Detective in the CID division and two (2) Officers in our Patrol division of the Police Department. Additionally, one administrative technician from the Civic Center was reclassed to Municipal Court.

**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 FY21 Adopted Budget or funding sources will be identified as the project develops.

- Airport Avenue Extension to I-69 (RDC)
- Bamore Road Extension from I-69 to Stella Road (County Mobility)
- Benton Road Expansion from FM762 to City Limits near Reading Road (County Mobility)
- Dry Creek Drainage Improvements
- Railroad Quiet Zones
- Rosenberg Business Park Phase 2 – Paving, Drainage & Utility Extensions
- Sidewalks – New Construction (RDC)
- Ward Street (Avenue N to Avenue K) Drainage and Paving Improvements
- Louise Street and Avenue N Intersection Improvements

The Water/Wastewater projects identified below are also included in the FY21 CIP.

- Lift Station #9 & #10 Elevation of Electrical Equipment (CDBG-DR)
- North Side Water Line Improvements, CDBG, Phase 7
- Spacek Road Sanitary Sewer Improvements from Biotics to Reading Road
- 16" Water Line Loop – FM 2218 to J. Meyer Road/SH36
- I-69 Corridor Water & Sanitary Sewer Extensions (Ocusoft to Bamore, Loop dead ends at Dry Creek)
- Upgrade Water Distribution Lines (Mulcahy St – Ave I to Ave M)
- Wastewater Treatment Plant 1A Collection Line Rehabilitation – Phase Four



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- FM 2218 from I-69 to State Hwy 36 Utility Adjustments

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
- FM 723 from Avenue D to Baker Road

**Budget Requests**

Although many budget requests were submitted by staff and approved by City Council, nine (9) of the sixteen (16) supplemental items were included in the FY21 Adopted Budget. The requests that were included in the Adopted Budget include:

- Patrol Vehicle video equipment replacement - Police (General Fund)
- Carpet Replacement – Police (General Fund)
- Patrol Vehicle computer upgrade - Police (Law Enforcement Fund)
- Higher Ground Replacement - Police (Law Enforcement Fund)
- Facility Camera Replacement - Police (Federal Forfeiture Fund)
- Unmarked Vehicle – CID (Federal Forfeiture Fund)
- Fifteen (15) new tasers - Police (Law Enforcement Fund)
- Tractor - Parks Department (General Fund)
- City Website Redesign (General Fund)

There were seven (7) personnel requests submitted and prioritized. Three (3) new positions are included in the budget: A detective in the CID division and two (2) patrol officers, all in the Police Department.

## Future Concerns

Though this Budget 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:

- Passing of Senate Bill 2, the Texas Property Tax Reform and Transparency Act by the Texas Legislature lowering the tax rate that a municipality can adopt without a mandatory election
- 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.

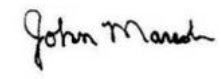
## Conclusion

Due to the uncertainty with the short and long-term effects of COVID-19, this year was a challenge to maintain the FY21 Adopted Budget within the projected revenues, as the City works to meet the increasing service needs of an expanding community, all while reducing the City's debt. 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. Should you need further information or have any questions, please contact Joyce Vasut or myself.

Respectfully submitted,



City Manager



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# 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**

- Increase accessibility and customer service.

**City Secretary**

- Obtain JustFOIA – software for open records requests.
- Develop a plan for additional departments to utilize the electronic document management system (EDMS), especially for those departments with permanent records.
- Business storage and management services.

**Civic Center**

- Provide excellent customer service and satisfaction.
- 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**

- Facilitate Business Recruitment Efforts.
- Continue Business Retention and Expansion Efforts.

**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**

- Maintain and update our current facilities to bring up to current standards.

**Human Resources**

Automate and Streamline

- 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.

Equitable and Empowering Practices

- End inequities and injustices in the work of Human Resources through an examination of how our policies, procedures, and practices can be implemented to strengthen partnerships and build trust.



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**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.

**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**

- Continue implementing the Unified Development Code (UDC) and make/propose changes as necessary.
- Complete an assessment of MUDs within the City limits and ETJ to verify compliance with applicable rules and regulations.
- Revise Parkland Dedication ordinance.
- Explore options to improve the documentation of impact fee and parkland payments through InCode and EnerGov.
- Continue working with Tyler Technologies to better document Planning cases.
- Transition to complete electronic review of plat submittals.
- Update the Comprehensive Plan and Master Thoroughfare Plan with any necessary changes identified through implementation.

**Police**

- Provide quality service to our community.
- Continue to research technology needs related to policing.

**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

**Street Lighting and Traffic Signals**

- Improve the condition of our public infrastructure.

**STRATEGIC PLAN GOAL# 2**

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

**Animal Control**

- Refine No Kill Strategies

**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.



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# ORGANIZATIONAL GOALS MATRIX

**Communications**

- Continue to grow the department and utilize the unique talents that each position's role possesses to enhance our overall goals for the City and expand our marketing and branding efforts.

**Customer Service**

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

**Economic Development**

- Expand Tourism Efforts.
- Facilitate external us of Hotel Occupancy Tax funding.
- Facilitate Main Street Program.

**Finance**

- Organizations excellence and customer service – by maintaining effective internal systems and processes, we enhance overall organizational performance and responsiveness to customer needs and expectations.

**Fire**

- Increase personnel.

**Fleet Maintenance**

- Train personnel properly in order to maintain a professional level of service to the entire fleet.

**Human Resources**

Recruitment

- Improve recruitment and selection to build and maintain a diverse and talented workforce.

Workforce Development

- 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.

**Mayor & Council**

- 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**

- Promote greater availability and access to City data.
- Update the Comprehensive Plan and Master Thoroughfare Plan with any necessary changes identified through implementation.

**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.
- Complete surface water conversion.



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**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

**Code Enforcement**

- Research technology trends and address technology threats.

**Communications**

- Increase public confidence.
- Increase social presence.

**Customer Service**

- Provide quality customer service in a timely and convenient manner.

**Finance**

- Increase public access to use and timely information.
- Workforce development and management – attracting, developing and retaining a high-quality, diverse and professional staff.

**Fire**

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

**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**

- Continue updating website and creating documents to improve ease of access.
- Install a customer portal at the front of the City Hall Annex with aid from Information Services.
- Explore avenues to supply up-to-date and relevant information to the public and developers.
- Amend budget as necessary to accommodate potential new training opportunities.
- Create editable web maps.
- Create web maps for citizen reporting and interaction.
- Plan for future growth of GIS Division to facilitate the above.

**Police Department**

- Continue to improve the safety of our community by expanding our traffic division.

**Technology**

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



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## DEPARTMENT AND FUND MATRIX

**GENERAL FUND**

***General Government***

101-1100 Mayor & Council
101-1121 Council At-Large Position #1
101-1122 Council At-Large Position #2
101-1123 Council - District 1
101-1124 Council - District 2
101-1125 Council - District 3
101-1126 Council - District 4
101-1127 Council - Mayor
101-1200 City Manager
101-1210 Human Resources
101-1211 Economic Development
101-1300 City Secretary
101-1400 Finance
101-1417 Municipal Court
101-1500 City Attorney
101-1600 City Prosecutor
101-1720 Technology
101-1750 Communications
101-1800 General Government

***Community Development***

101-1900 Planning
101-1921 Engineering
101-1935 Code Enforcement
101-1941 Health
101-1953 Parks and Recreation
101-1955 Special Events

***Public Safety***

101-3000 Police
101-3034 Animal Control
101-3036 School Officers & Crossing Guards
101-3100 Fire
101-3132 Emergency Management
101-3133 Fire Marshal

***Public Works***

101-5021 Engineering
101-5022 Public Works
101-5023 Street Lighting & Signals
101-5025 Fleet Maintenance
101-5026 Solid Waste
101-5040 Building Maintenance

**SPECIAL REVENUE FUNDS**

212-0000 Hotel/Motel Fund
213-0000 Municipal Court Technology Fund
214-0000 Beautification Fund
215-0000 Law Enforcement Fund
216-0000 Community Development Block Grant Fund
218-0000 Police Asset Forfeiture Fund
221-0000 Park Land Dedication Fund
222-0000 Juvenile Case Manager Fund
223-0000 Child Safety Fund
224-0000 Building Security Fund
226-0000 MUD Fire Services Fund
227-0000 Police Federal Forfeiture Fund
228-0000 PEG Capital Fund
230-0000 Fire Station No. 3 Operating Fund

**DEBT SERVICE FUND**

301-0000 Debt Service Fund

**CAPITAL PROJECT FUNDS**

401-0000 Seabourne Creek Capacity Fund
410-0000 General Supplemental Fund
415-0000 2014 General Obligation Fund
427-0000 2017 Certificates of Obligation Fund
430-0000 County Mobility Project Fund

**ENTERPRISE FUNDS**

501-0000 Water/Wastewater Fund
509-0000 Spacek Rd Lift Station and Sewer Line Fund
514-0000 Subsidence Fund
515-0000 Water & Wastewater Supplemental Fund
517-0000 Water Impact Fee Fund
518-0000 Sewer Impact Fee Fund
560-0000 Civic Center Fund

**INTERNAL SERVICE FUNDS**

601-0000 Insurance Fund
602-0000 Fleet Replacement Fund
603-0000 Technology Fund

**COMPONENT UNIT FUNDS**

219-0000 Rosenberg Development Corp. (RDC) Fund
225-0000 RDC Projects Fund



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## 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 |
| Ecomonic Development | X | | | | | X |
| City Secretary | X | | | | | X |
| Finance | X | | | | | X |
| Municipal Court | X | X | | | | X |
| City Attorney | X | | | | | |
| City Prosecutor | X | | | | | |
| General Government | X | | | | | X |
| Planning | X | | | | | X |
| Engineering | X | | | | | |
| Code Enforcement | X | | | | | X |
| Health | X | | | | | X |
| Communications | X | X | | | | X |
| Civic Center | | | | X | | X |
| Parks & Recreation | X | X | | | | X |
| Special Events | X | | | | | |
| Police | X | X | | | | X |
| Animal Control | X | | | | | X |
| School Officers & CG | X | | | | | X |
| Fire | X | X | | | | X |
| Emergency Management | 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 |
| Technology | X | X | X | X | | X |



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# EXECUTIVE SUMMARY

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



## *ORGANIZATION OF THE BUDGET DOCUMENT*

The City of Rosenberg Fiscal Year 2020-21 (FY21) 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 table of contents, elected officials, list of appointed officials and department directors, City's organizational chart, and the City Manager's budget message.

**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. Four (4) 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.



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**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 FY21 budget.

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

## *BUDGET PRESENTATION GUIDELINES*

The FY21 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.



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**Budget Objectives**

The FY21 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 FY21 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.

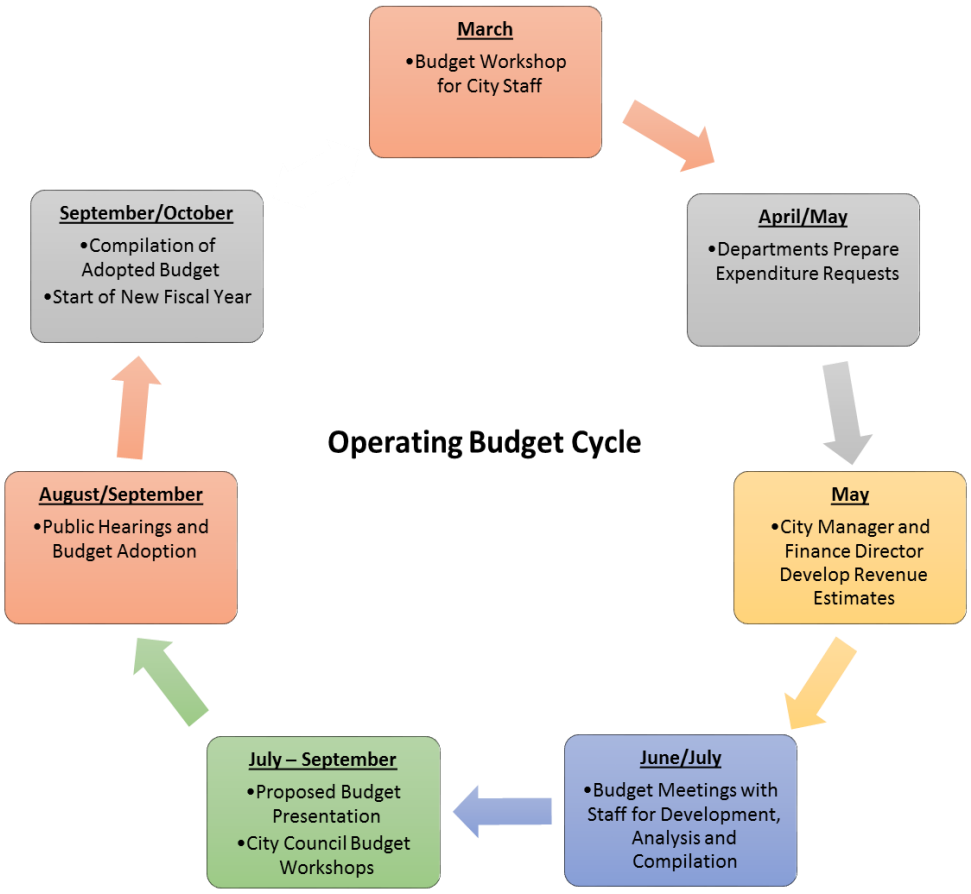
Budgeting from a "conservative" perspective, revenues are often anticipated either at or only slightly above prior year levels, unless there are other factors which are known that will significantly affect anticipated revenues. By estimating revenues conservatively, decreases in any one revenue source 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.



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**Budget Process**

The budget process for FY21 began in March 2020 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 reviewed by the City Manager and Assistant City Manager and then 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 on July 31, 2020 and distributed to the City Council on August 4, 2020. One public hearing was held on the proposed budget on September 1, 2020. On September 1, 2020, 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 FY21. No public hearings were required on the proposed tax rate since the proposed tax rate is less than the no-new revenue and voter-approval tax rates.






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## *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.



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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.



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



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**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 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 FY21 budget document is consistent to information previously presented in previous budget documents. For comparative purposes, expenditures summary includes amounts for (1) 2018-19 actual (audited) amounts; (2) 2019-20 adopted budget amounts; (3) 2019-20 adjusted budget amounts (as amended through June 30, 2020); (4) 2019-20 estimated amounts; and (5) 2020-21 adopted budget amounts. The "Var %" column represents the percentage change from the FY20 to FY21 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 for expenditure accounts represents the fund, department, function and account for each line item in the budget as follows:

**XXX – XXXX – XXX – XXXX**

**Fund – Department – Function – Account**



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The following is a description and 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, certificates of obligation, and intergovernmental funds from Fort Bend County Mobility funding, as well as the expenditures of those proceeds for the acquisition of fixed assets as designated in each bond issue or mobility fund project. There are four (4) budgeted capital project funds.



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## Government Fund Type

### *General Fund - 101

**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)

**Community Development (540)**

Planning (1900)
Code Enforcement (1935)
Health (1941)
Parks and Recreation (1953)
Special Events (1955)

**Public Safety (520)**

Police (3000)
Animal Control (3034)
School Resource Officers (3036)
Fire (3100)
Emergency Management (3132)
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)

### Special Revenue Funds

- 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

- * Debt Service Fund - 301

### Capital Project Funds

- General Supplemental Fund - 410
- General Obligation Bond Fund - 415
- *2017 CO Bond Fund - 427
- General County Mobility Fund - 430

* Major Fund for Reporting Purposes



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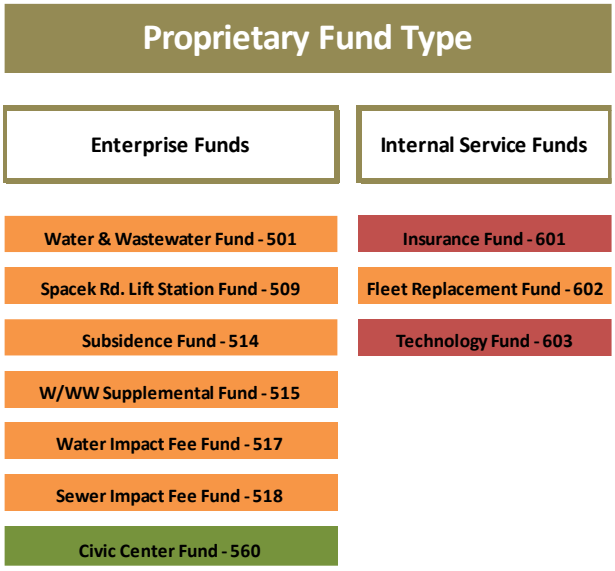
## Proprietary Fund Types

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.




## *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.



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## *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 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.

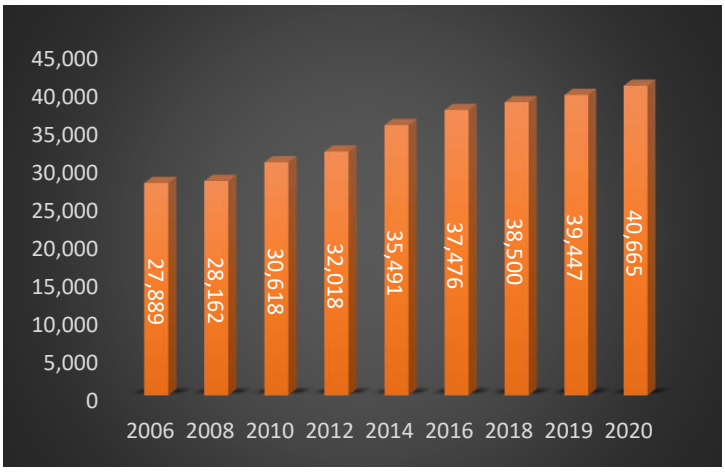


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**Population Growth**

**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 2006 and 2020, Rosenberg's population grew by approximately 50% 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 2020 is presented on the following two pages and includes information on location, demographics, education, labor, employers, transportation, development, housing, utilities, community services, recreation and quality of life.



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Rosenberg TEXAS

ECONOMIC DEVELOPMENT

# Fast Facts 2020

## Location:

Total Land Area.....37.2 Sq. Miles
Residential.....38%
Parks and Floodways.....3%
Commercial/Industrial.....12%
Commercial/Undeveloped.....47%
Land in Rosenberg ETJ.....70.4 Sq. Miles

## Demographics:

### Population

2000 (Census).....24,043
2010 (Census).....30,618
2015.....35,829
2020.....40,344

### Population by Age

4 years and under.....7.19%
5 years to 19 years.....21.55%
20 years to 29 years.....14.87%
30 years to 39 years.....13.12%
40 years to 49 years.....14.87%
50 years to 59 years.....11.57%
60 years to 64 years.....5.34%
65+ years.....13.66%
Total Households.....12,188
Total Families.....9,307
Average Household Income.....$72,588

## Labor:

Unemployment as of June 2020.....9.4%
Texas is a Right to Work State.
Skills Development Fund - Grants.

Economic Development Department
832-595-3330
rosenbergedc.com

## Education:

### Education Levels

High school or higher.....76.9%
Bachelor's degree or higher.....12.92%
Enrollment for Lamar CISD
Five High Schools: One Class 4A, three Class 5A and One Class 6A.
The district "Met Standard" (Highest Possible Academic Rating).
43 Total Campuses
Student/Teacher Ratio..... 16 To 1

### 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
Houston Community College
Lone Star College

## Largest Employers:

**Private Sector**
Aldi
Benedettini Cabinetry
Biotics Research
BMC/Bison
Seatex, Ltd.
CenterPoint Energy
Dollar Tree
Encapsulite Int.
Engelbrecht Manufacturing
Frito-Lay, Inc.
Gurecky Manufacturing
Murphy Industries
National Oilwell Varco
NexGen Pharma, Inc.
OcuSOFT, Inc.
Silver Eagle, Inc
Superior Tank

**Government Sector**
Lamar CISD
City of Rosenberg
Fort Bend County
Texana MHMR Center
TxDOT

"The Hub of the Gulf Coast"



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## 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 90 A, and Spur 10
- 45 miles from Port of Houston and 50 miles from Port of Freeport

## Development:

**Certificates of Occupancy Issued**

| | Commercial | Residential |
|---|---|---|
| 2019 | 168 | 261 |
| 2018 | 138 | 321 |
| 2017 | 149 | 303 |
| 2016 | 202 | 415 |
| 2015 | 147 | 278 |
| 2014 | 131 | 164 |

**Residential Development**

2,366 in-city homes built from 2013 to 2019

**Commercial Development**

- 1,200,000 square-foot Dollar Tree Distribution Center to commence operations on October 1, 2020.
- 184 acre business park under development
- 25 acre industrial park under development
- 120,000 square-foot Wet Sounds headquarters and distribution center under construction

## Housing:

In 2019, Applied Geographic Solutions estimated the total number of housing units to be 12,733.
Rosenberg's median home value is approximately $173,900
The cost of living for Rosenberg is 96.6, 3.4 Points lower than the US 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

## 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
- Black Cowboy Museum
- George Ranch Historical Park
- Fort Bend Museum
- Annual Events – Fort Bend County Fair, Rosenberg Railroad Museum Festival, Family Fourth Celebration, Spring and Fall Downtown Arts Festivals, Rosenberg Christmas Nights
- Historic Downtown Cultural Arts District
- 75 miles from Galveston Island
- Golf Courses nearby – Greatwood Golf Club, Golf Club at Cinco Ranch, River Pointe Golf Course, Pin Oak

## Quality of Life:

Historic Downtown Rosenberg was designated a Cultural District by Texas Commission on the Arts and a Texas Main Street Program by the Texas Historical Commission. Rosenberg Police Department received Certificate of Recognition from the Texas Police Chiefs Association.

**Economic Development Department**
**832-595-3330**
**rosenbergedc.com**

Sources: US Census Bureau, ACS, Applied Geographic Solutions (AGS), City of Rosenberg, Claritas, Texas Workforce Commission, Texas Labor Market and Career Information.

"The Hub of the Gulf Coast"



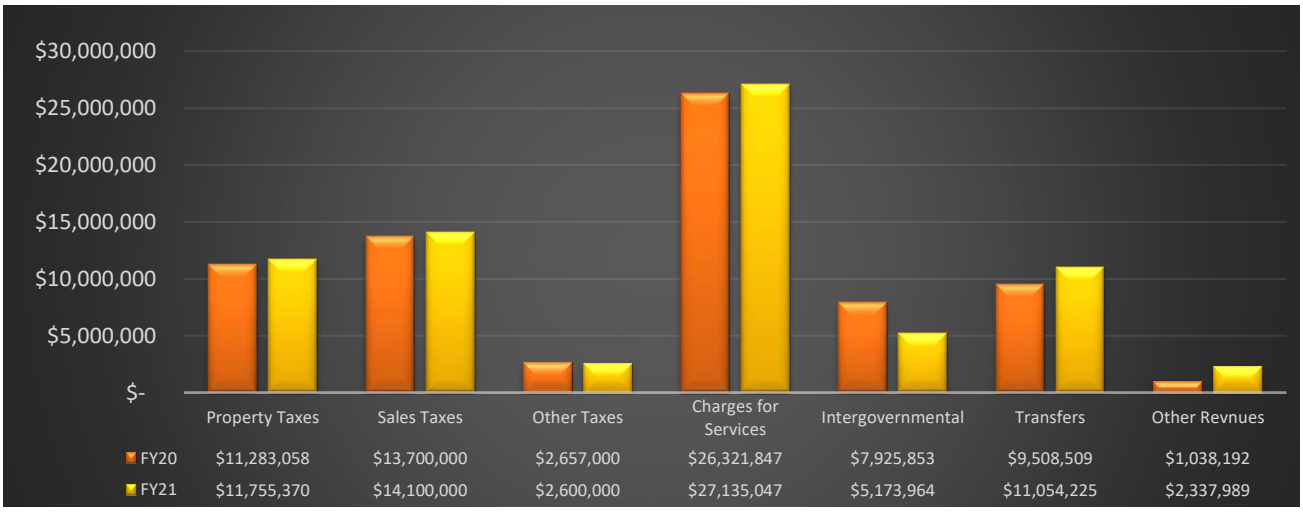
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## *FINANCIAL SUMMARIES*

### REVENUE OVERVIEW

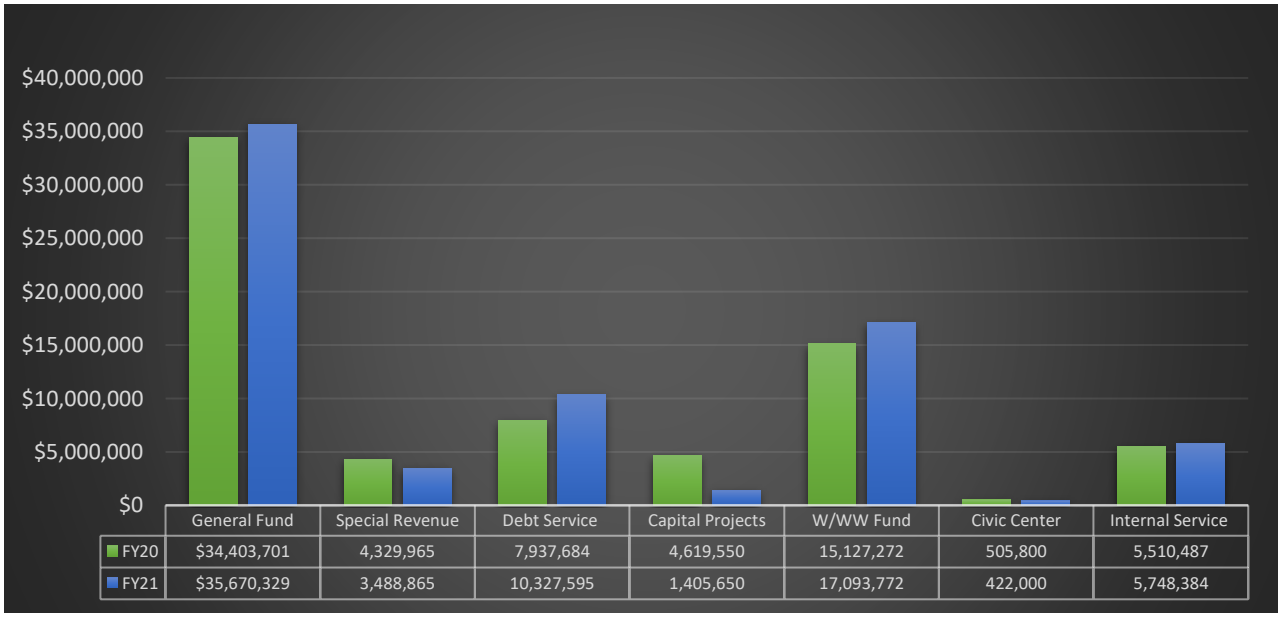
Total revenues for all funds, including transfers are $72,561,595 for FY21, a slight increase of $127,136 from fiscal year 2019-20 (FY20) adjusted budgeted revenues of $72,434,459. The increase is due to a decrease in intergovernmental revenues resulting from less mobility funding from Fort Bend County than the previous year but is offset by an increase to the transfers to the Debt Service Fund due to a larger cash pay-off of debt in FY21.

**Revenues by Source**




| | Property Taxes | Sales Taxes | Other Taxes | Charges for Services | Intergovernmental | Transfers | Other Revnues |
|---|---|---|---|---|---|---|---|
| FY20 | $11,283,058 | $13,700,000 | $2,657,000 | $26,321,847 | $7,925,853 | $9,508,509 | $1,038,192 |
| FY21 | $11,755,370 | $14,100,000 | $2,600,000 | $27,135,047 | $5,173,964 | $11,054,225 | $2,337,989 |

**Revenues by Fund**




| | General Fund | Special Revenue | Debt Service | Capital Projects | W/WW Fund | Civic Center | Internal Service |
|---|---|---|---|---|---|---|---|
| FY20 | $34,403,701 | 4,329,965 | 7,937,684 | 4,619,550 | 15,127,272 | 505,800 | 5,510,487 |
| FY21 | $35,670,329 | 3,488,865 | 10,327,595 | 1,405,650 | 17,093,772 | 422,000 | 5,748,384 |

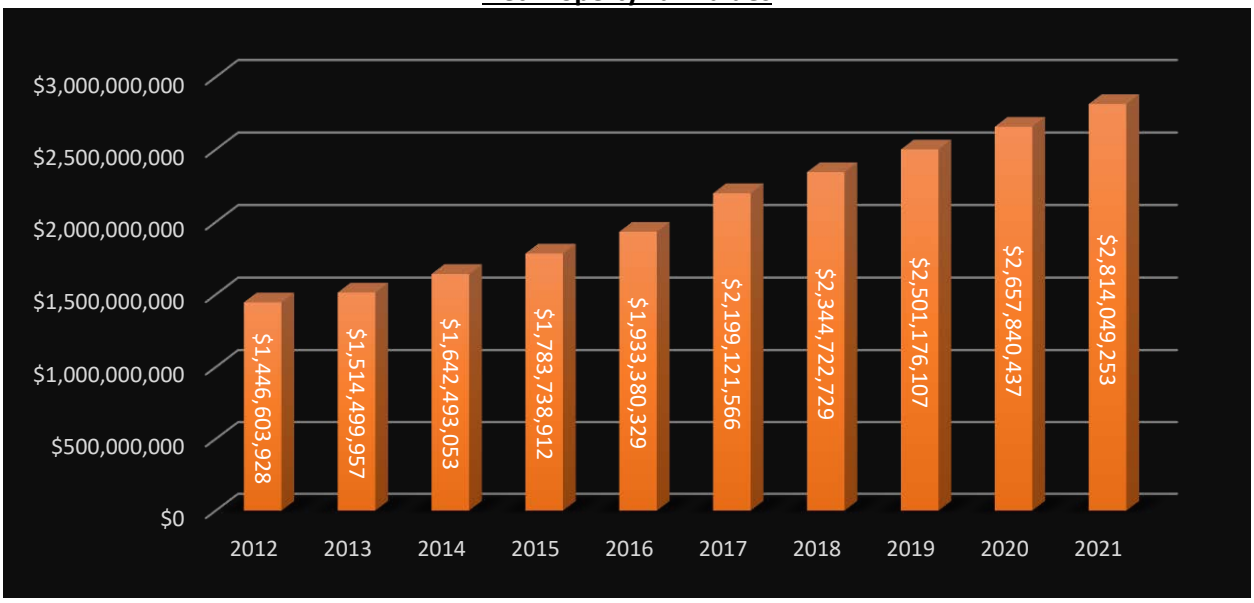


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**Ad Valorem (Property) Taxes**

A significant source of revenue for the City is property tax. The total market value of property for FY21 (Tax Year 2020) as determined by the Fort Bend Central Appraisal District (CAD) is $3.748 billion. Of this total, there are various exemptions and abatements of $934 million, resulting in a net taxable value of $2.814 billion. The net taxable value for Tax Year 2020 represents an increase of $156 million or 5.9% from the Tax Year 2019 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.

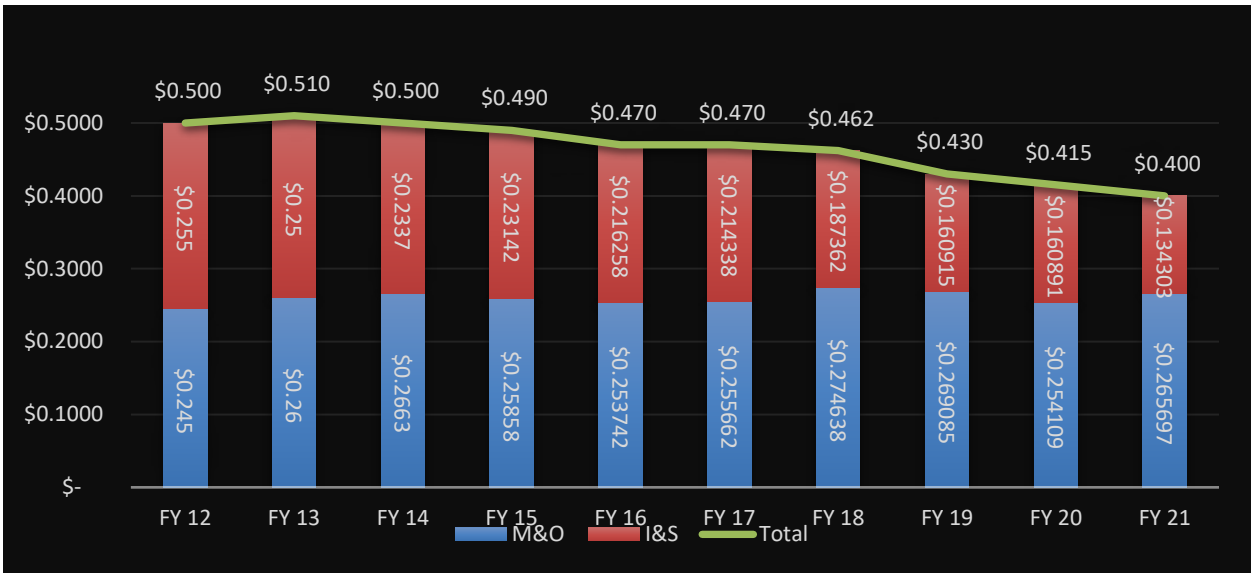
The City allows certain exemptions which are allowed by state law and/or local statutes. For example, for tax year 2020 (fiscal year 2021), the City increased the over-65 exemption for taxpayers from $60,000 to $75,000 on the value of a residential homestead and increased the disabled person's exemption from $45,000 to $60,000. 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. City Council also increased the local residential homestead exemption from the greater of 1% of valuation or $5,000 to the greater of 10% of valuation or $5,000. This increase will alleviate some of the tax burden to those citizens that have chosen to make Rosenberg their home.



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*Tax Rate*

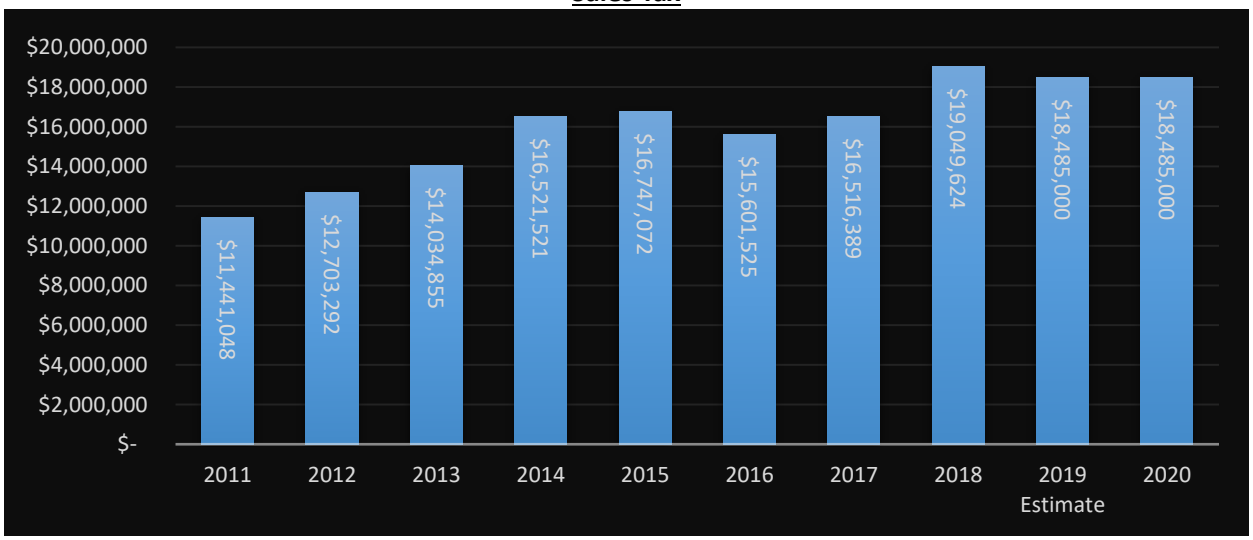
The City's adopted tax rate of $0.40 per $100 of taxable valuation is $0.015 less than FY20. The chart below represents a history of the tax rate since FY12.




**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 FY21 is budgeted for $18,485,000, an increase of $400,000 or 2% more than the FY20 budget. The FY21 Budgeted sales tax is based on the actual collections of $18,485,000 for FY20. A historical summary of total sales tax revenues is presented in the chart below:

**Sales Tax**

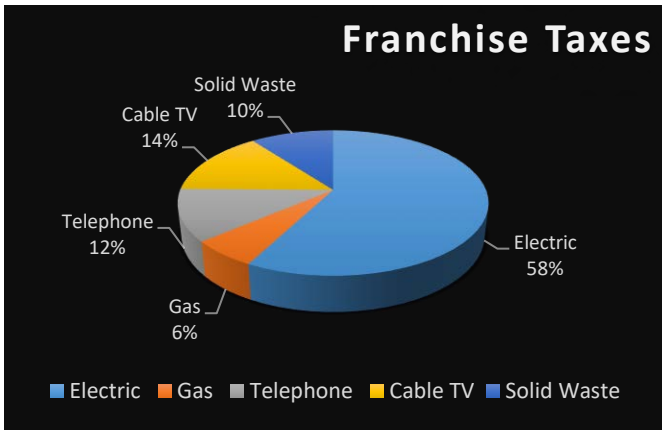



Sales tax revenue in the General Fund is budgeted for $14,100,000 in FY21 and comprises 40% of the total revenue in the General Fund.

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**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 FY21 of $1,993,000, an increase of .02% from the FY2020 budgeted amount of $1,990,000.




**Water and Wastewater Fund Revenues:**

Revenues for the Water and Wastewater Fund are comprised primarily from water and wastewater customer billings. For FY21, water revenue is anticipated to be $5,200,000, which represents 51% of the total revenue in the Water and Wastewater Fund; revenues from wastewater (sewer) charges are anticipated to be $4,450,000 for FY21 and comprise 44% of the total revenues. The combined revenue of $9.65 million generated from water and wastewater customer billings comprises 95% 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 wastewater systems.

In an effort to be comply with the City's Water Conservation Plan, the water and sewer rates were adjusted in FY17 to a four-tiered rate structure. The rates charged for water and sewer services will not change for FY21. 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 wastewater systems as the City moves forward.

The City continues to monitor the subsidence fees as the City implemented the 2016 mandate and plans for the 2025 mandate to reduce the City's groundwater use even more. The subsidence fee, which is used to fund the mandates to reduce the City's groundwater use, was increased on October 1, 2019 from $2.20 per thousand gallons to $2.40 per thousand gallons, and a second increase occurred on January 1, 2020 to $2.60 per thousand gallons. No increase is included in the FY21 budget.

The City executed a water supply agreement with Brazosport Water Authority (BWA) 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 meets 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. The City started accepting water from the Brazosport Water Authority in 2018.



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**Interfund Transfers and General and Administrative Transfers:**

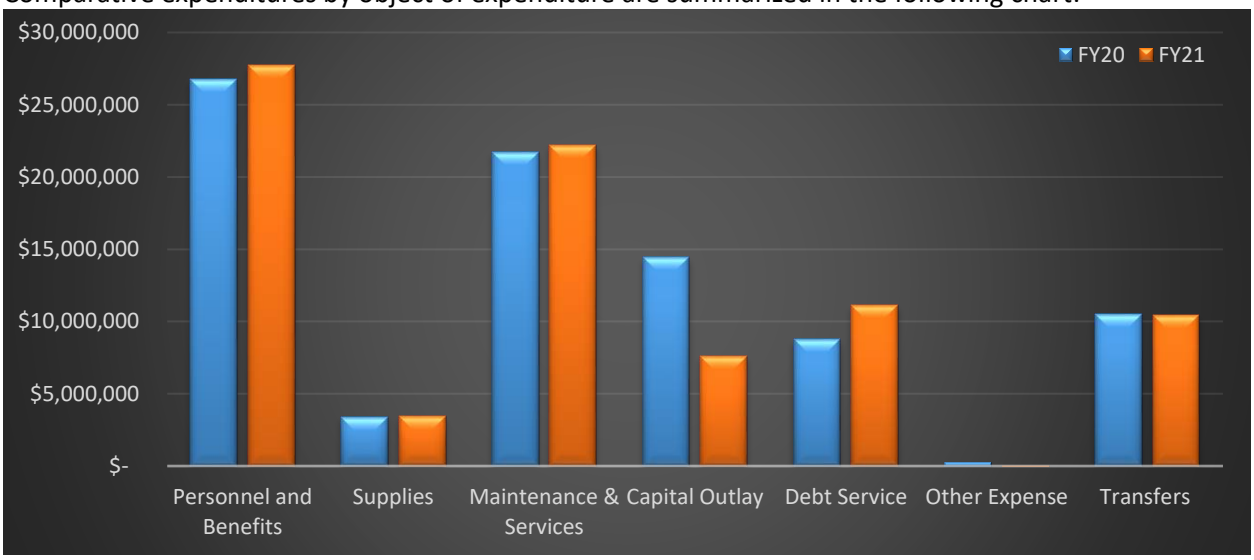
Interfund transfers, general and administrative transfers, and in-lieu-of-tax transfers to the General Fund remained the same amount of $1,898,946 in FY20, to $1,898,946 in FY21. General and administrative transfers have been calculated from appropriate Enterprise Funds to compensate funds for administrative 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.

**EXPENDITURE OVERVIEW**

Total authorized expenditures for all funds for FY21 are $82,483,420, a decrease of $3,371,524, or 3.93% from FY20 amended budget expenditures of $85,854,943. 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. Expenditures summarized by fund type, presenting the percentage change from prior year budget amounts as amended, are as follows:

| | 2020-21 Budget | 2019-20 Budget (As Amended) | Percent % Increase (Decrease) |
|---|---|---|---|
| ***Governmental Fund Types:*** | | | |
| General Fund | $36,773,979 | $37,152,566 | (1.02) |
| Special Revenue Funds | 4,115,407 | 4,906,546 | (16.12) |
| Debt Service Fund | 10,614,280 | 8,437,684 | 25.80 |
| Capital Project Funds | 3,903,650 | 11,288,888 | (65.42) |
| ***Proprietary Fund Types:*** | | | |
| Enterprise Funds | 21,687,247 | 19,085,495 | (2.13) |
| Internal Service Funds | 5,388,857 | 4,983,764 | 8.13 |
| Totals | $82,483,420 | $85,854,943 | (3.93) |

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






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

| | 2020-21 Budget | 2019-20 Budget (As Amended) | Percent Increase (Decrease) |
|---|---|---|---|
| Personnel Services | $27,701,211 | $26,774,232 | 3.46 |
| Supplies | 3,417,880 | 3,385,330 | 0.96 |
| Maintenance and Services | 22,209,242 | 21,722,351 | 2.24 |
| Capital Outlay | 7,573,579 | 14,442,928 | (47.56) |
| Debt Service | 11,111,910 | 8,747,459 | 27.03 |
| Other Expense | 67,839 | 275,550 | (75.38) |
| Transfers to other funds | 10,401,759 | 10,507,093 | (1.00) |
| Totals | $82,483,420 | $85,854,943 | (3.93)% |

**General Fund**

The General Fund is the City's largest single fund. Total expenditures for the General Fund are decreased by $378,587, or 1.02% from the FY20 adjusted budget. Items of interest funded in the General Fund include the following:

***Personnel Changes:***

Personnel expenditures, including salaries and benefits, account for 66% of the General Fund budgeted expenditures. For FY21, personnel costs increased due to the inclusion of a $0.50 per hour increase to the City's compensation plan. Personnel costs also increased due to the addition of three (3) new positions including one (1) Detective and two (2) Police Officers. These new positions are discussed in 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 FY21, 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 $10,211,572 in FY20 to $13,178,772 for FY21, an increase of $2,967,200, or approximately 29%. The most significant change in the Water and Wastewater Operations Fund includes the increase to the Transfer to Debt Service Fund due to the inclusion of a one-time payoff of debt obligations for the Water Wastewater Fund.



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**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 FY21 are budgeted at $4,112,447 for premiums and related expenses, an increase of $229,892, or 6% over FY20 budgeted expenditures of $3,882,555. The City's health insurance premiums slightly decreased from FY20, with the City realizing the decrease to the city's portion. Additionally, additional personnel were added and greater dependent coverage participation all contributed to the increased budget.

**Fleet Replacement Fund:**

For FY21, there are six (6) vehicles budgeted for replacement. The General Fund and other funds will continue to pay into this fund for future vehicle replacements.

**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 FY21 are $987,410. This amount reflects an increase of $20,200, or 2.1% from the expenses for FY20.

**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 FY21 in the capital projects funds include $3,903,650. Although this amount is less than the FY20 adjusted budget; many currents projects have balances that will roll-over from FY20 to FY21.



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## *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:

| | Amount Issued | Amount Outstanding |
|---|---|---|
| *Tax and Revenue Certificates of Obligation* | | |
| Series 2012 | 8,600,000 | 5,160,000 |
| Series 2013 | 9,000,000 | 6,440,000 |
| Series 2014 | 5,000,000 | 3,835,000 |
| Series 2014A | 3,000,000 | 2,285,000 |
| Series 2015 | 9,760,000 | 7,755,000 |
| Series 2016 | 9,825,000 | 8,150,000 |
| Series 2017 | 9,320,000 | 8,290,000 |
| *General Obligation and Refunding Bonds* | | |
| Series 2014 | 1,565,000 | 1,085,000 |
| Series 2017 | 7,390,000 | 5,505,000 |
| Series 2017A | 4,945,000 | 4,060,000 |
| Series 2020 | 7,785,000 | 7,075,000 |
| ***Total General Obligation Debt Outstanding*** | | ***$59,640,000*** |

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

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2021 | 8,910,000 | 1,662,280 | 10,572,280 |
| 2022 | 3,875,000 | 1,412,753 | 5,287,753 |
| 2023 | 3,995,000 | 1,297,865 | 5,292,865 |
| 2024 | 4,120,000 | 1,178,265 | 5,298,265 |
| 2025-2037 | 38,740,000 | 5,515,341 | 44,255,341 |
| **Totals** | **$59,640,000** | **$11,066,504** | **$70,706,504** |

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 $216 million lower than the debt limit. The City's general obligation debt per capita is $1,486, while the City's overlapping debt per capita is $5,697 for a total debt per capita of $7,183. 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, 147, 148, 152, 159 and 167, and Fort Bend County.



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**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. The debt service requirements for the Enterprise Fund are summarized as follows:

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2021 | 465,085 | 28,694 | 493,779 |
| 2022 | 283,393 | 5,078 | 288,471 |
| 2023 | 21,000 | - | 21,000 |
| 2024-2029 | 126,000 | - | 126,000 |
| **Total** | **$895,478** | **$33,772** | **$929,250** |

## *PERSONNEL OVERVIEW*

There is a total of 299 full-time positions for FY21 which includes an increase of three (3) full-time positions over FY20 adopted budget. The FY21 Budget includes the addition of three (3) positions: Detective and two Police Officers.

Total full-time positions for FY21, by fund are summarized as follows:

| Fund/Department | FY21 |
|---|---|
| General Fund | 254.0 |
| Hotel/Motel Fund (Main Street Program) | 1.0 |
| Special Revenue Fund (Fire Station No. 3) | 13.0 |
| Water & Wastewater Fund | 29.0 |
| Civic Center Fund | 2.0 |
| **Total Full-Time Positions** | **299.0** |

Total personnel costs, including fringe benefits, for FY21 are $27,701,211 and comprises 34% of the City's overall budget.



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## *CAPITAL IMPROVEMENTS PROGRAM (CIP)*

In July 2020, the City Council approved a CIP program for FY21. 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 FY21 funding have been included in the FY21 departmental budgets and in the Capital Projects Summary. The plan identifies various projects that will be financed with operating funds, Rosenberg Development Corporation, contributions and grants from other entities, General Fund fund balance, and other funding sources.

**Effect of Capital Improvements on Operations:**

Many of the capital improvements included in the FY21 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 expenditures, or a 72-day operating reserve. Based on the operating expenditures, the required minimum ending fund balance for the General Fund would be $7,144,796; the projected ending balance as provided in the budget is $15,949,113, which represents 43% of operating expenditures, or a 158-day operating reserve. For the Water and Wastewater fund the required minimum ending balance, based on operating expenditures, should be $2,529,828; the projected ending balance net of contingency as provided in the budget is $3,423,252, which represents 34% of operating expenditures, or a 125-day operating reserve. The City remains in very sound financial condition with 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 $4.385 million in sales tax for FY21. Expenditures are categorized as follows: administration, marketing, memberships and services, professional services, business retention and expansion and infrastructure. The majority of the expenses, $2,933,564 or 81% of the budget is for infrastructure improvements and debt service payments.



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## *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, 2019. 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 2019-20 budget award is the twenty-seventh (27th) consecutive year the City has received the award.***






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# BUDGET SUMMARIES

OCTOBER 1, 2020 - SEPTEMBER 30, 2021



**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## COMBINED BUDGET SUMMARY

| Fund | Estimated Beginning Balance 10/1/2020 Note (1) | Revenues & Transfers In | Expenditures & Transfers Out | Estimated Ending Balance 9/30/2021 |
|---|---|---|---|---|
| **GOVERNMENTAL FUND TYPES:** | | | | |
| GENERAL FUND | $ 17,052,763 | $ 35,670,329 | $ 36,773,979 | $ 15,949,113 |
| SPECIAL REVENUE FUNDS: | | | | |
| Hotel/Motel Fund | 696,494 | 457,000 | 602,612 | 550,882 |
| Municipal Court Technology Fund | 48 | 14,930 | 14,900 | 78 |
| Beautification Fund | 166,736 | 24,500 | 10,500 | 180,736 |
| Law Enforcement Fund | 333,789 | 3,000 | 286,300 | 50,489 |
| Community Development Block Grant Fund | 235,914 | - | - | 235,914 |
| Police Asset Forfeiture Fund | 35,984 | 500 | 10,000 | 26,484 |
| Park Land Dedication Fund | 641,604 | 10,000 | - | 651,604 |
| Juvenile Case Management Fund | 143,398 | 24,000 | 35,634 | 131,764 |
| Municipal Court Child Safety Fund | 190,218 | 42,000 | 60,800 | 171,418 |
| Municipal Court Building Security Fund | 2,928 | 10,000 | 10,000 | 2,928 |
| MUD Fire Services Fund | 445,806 | 1,281,000 | 1,443,146 | 283,660 |
| Police Federal Forfeiture Fund | 214,857 | 25,520 | 88,100 | 152,277 |
| PEG Fund | 272,931 | 58,000 | 15,000 | 315,931 |
| Fire Station No. 3 Operating Fund | 19,447 | 1,538,415 | 1,538,415 | 19,447 |
| ***Subtotal*** | 3,400,154 | 3,488,865 | 4,115,407 | 2,773,612 |
| DEBT SERVICE FUND | 5,132,710 | 10,327,595 | 10,614,280 | 4,846,025 |
| CAPITAL PROJECTS FUNDS | 4,146,103 | 1,405,650 | 3,903,650 | 1,648,103 |
| TOTAL GOVERNMENTAL FUNDS | 29,731,730 | 50,892,439 | 55,407,316 | 25,216,853 |
| **PROPRIETARY FUND TYPES:** | | | | |
| ENTERPRISE FUNDS: | | | | |
| Water & Wastewater Fund: | | | | |
| Operating Funds | 6,442,252 | 10,459,772 | 13,178,772 | 3,723,252 |
| Restricted Funds | 12,769,403 | 5,039,000 | 8,086,475 | 9,721,928 |
| Civic Center Fund | (107,113) | 422,000 | 422,000 | (107,113) |
| ***Subtotal*** | 19,104,542 | 15,920,772 | 21,687,247 | 13,338,067 |
| INTERNAL SERVICE FUNDS: | | | | |
| Insurance Fund | 654,106 | 4,064,860 | 4,112,447 | 606,520 |
| Fleet Replacement Fund | 7,058,264 | 746,114 | 289,000 | 7,515,378 |
| Technology Fund | 133,618 | 937,410 | 987,410 | 83,618 |
| ***Subtotal*** | 7,845,989 | 5,748,384 | 5,388,857 | 8,205,516 |
| TOTAL PROPRIETARY FUNDS | 26,950,531 | 21,669,156 | 27,076,104 | 21,543,583 |
| **COMPONENT UNITS:** | | | | |
| Rosenberg Development Corporation | 3,018,813 | 4,430,000 | 3,604,366 | 3,844,447 |
| GRAND TOTAL | $ 59,701,074 | $ 76,991,595 | $ 86,087,786 | $ 50,604,884 |

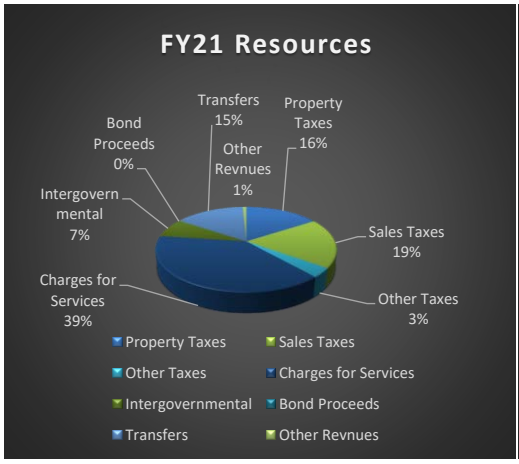
Notes:
(1) - Total beginning reserves, including restricted reserves.

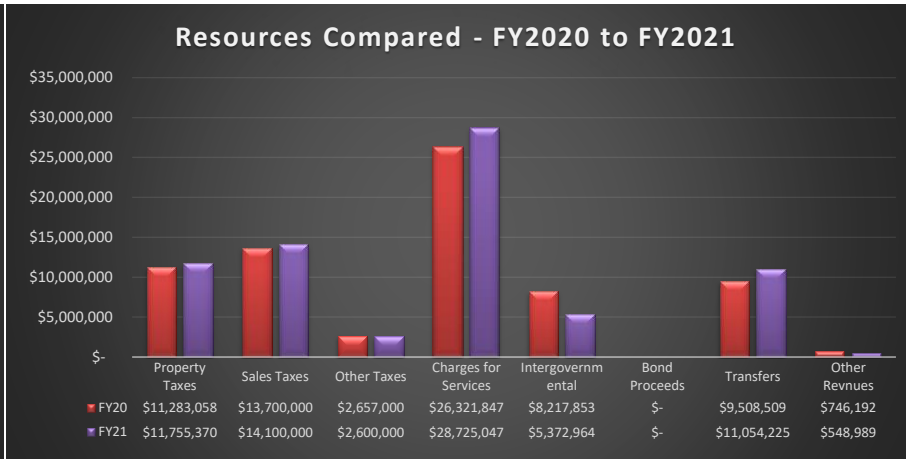


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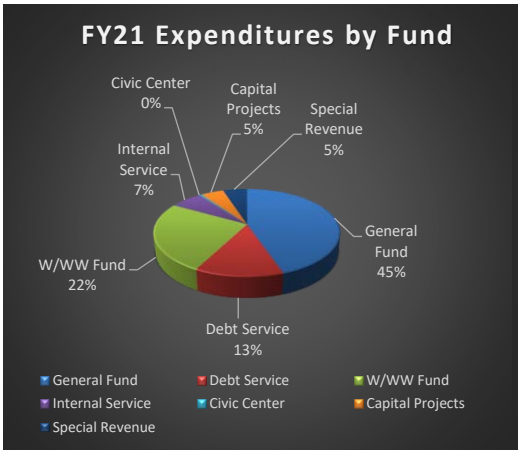
**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

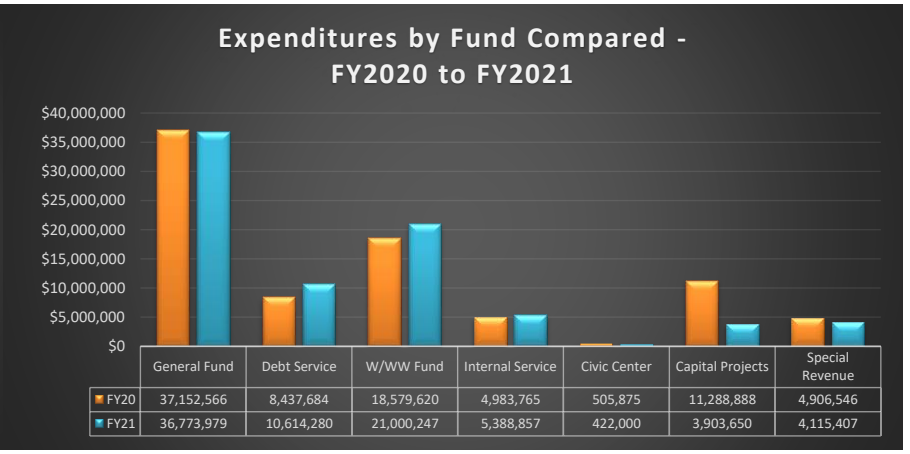
**Budget Summary - All Funds**



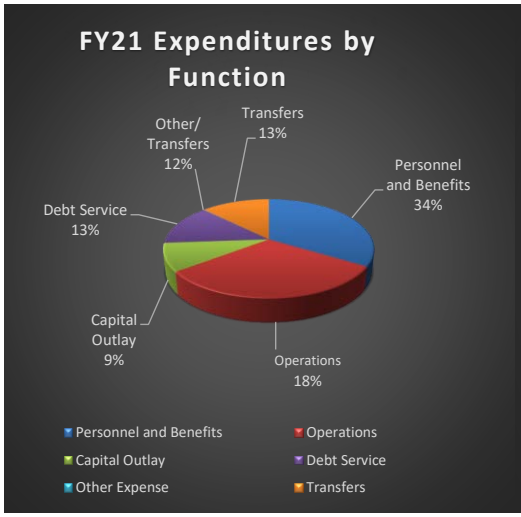



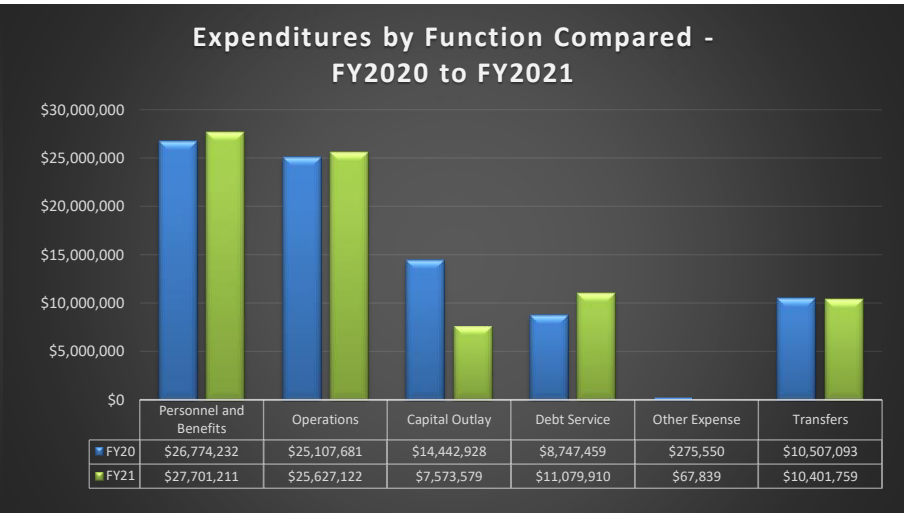

| | Property Taxes | Sales Taxes | Other Taxes | Charges for Services | Intergovernmental | Bond Proceeds | Transfers | Other Revnues |
|---|---|---|---|---|---|---|---|---|
| FY20 | $11,283,058 | $13,700,000 | $2,657,000 | $26,321,847 | $8,217,853 | $- | $9,508,509 | $746,192 |
| FY21 | $11,755,370 | $14,100,000 | $2,600,000 | $28,725,047 | $5,372,964 | $- | $11,054,225 | $548,989 |




| | General Fund | Debt Service | W/WW Fund | Internal Service | Civic Center | Capital Projects | Special Revenue |
|---|---|---|---|---|---|---|---|
| FY20 | 37,152,566 | 8,437,684 | 18,579,620 | 4,983,765 | 505,875 | 11,288,888 | 4,906,546 |
| FY21 | 36,773,979 | 10,614,280 | 21,000,247 | 5,388,857 | 422,000 | 3,903,650 | 4,115,407 |




| | Personnel and Benefits | Operations | Capital Outlay | Debt Service | Other Expense | Transfers |
|---|---|---|---|---|---|---|
| FY20 | $26,774,232 | $25,107,681 | $14,442,928 | $8,747,459 | $275,550 | $10,507,093 |
| FY21 | $27,701,211 | $25,627,122 | $7,573,579 | $11,079,910 | $67,839 | $10,401,759 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | GOVERNMENTAL FUND TYPES | | | | PROPRIETARY FUND TYPES | | | ALL FUNDS |
|---|---|---|---|---|---|---|---|---|
| | | | | | Enterprise Funds | | | |
| Description | General Fund | Special Revenue Funds (1) | Debt Service Fund | Capital Projects Funds (2) | Water & Wastewater Fund | Civic Center Fund | Internal Service Funds (3) | 2020-21 Budget |
| ***BEGINNING BALANCE (Estimates)*** | $ 17,052,763 | $ 3,400,154 | $ 5,132,710 | $ 4,146,103 | $ 19,211,655 | $ (107,113) | $ 7,845,989 | $ 56,682,261 |
| **REVENUES:** | | | | | | | | |
| Property taxes | 7,787,217 | - | 3,968,153 | - | - | - | - | 11,755,370 |
| Sales taxes | 14,100,000 | - | - | - | - | - | - | 14,100,000 |
| Other taxes | 2,093,000 | 507,000 | - | - | - | - | - | 2,600,000 |
| Licenses & permits | 827,800 | - | - | - | - | - | - | 827,800 |
| Charges for services | 5,738,302 | - | - | - | 14,221,700 | 59,500 | 5,699,045 | 25,718,547 |
| Fines & forfeitures | 499,800 | 88,900 | - | - | - | - | - | 588,700 |
| Interest revenue | 40,000 | 22,830 | 30,000 | 2,000 | 105,000 | - | 23,500 | 223,330 |
| Intergovernmental | 2,245,964 | 1,278,000 | - | 900,000 | 750,000 | - | - | 5,173,964 |
| Contributions | - | 29,000 | - | - | - | - | - | 29,000 |
| Other Revenue | 439,300 | 25,520 | - | - | - | - | 25,839 | 490,659 |
| **TOTAL REVENUES** | 33,771,383 | 1,951,250 | 3,998,153 | 902,000 | 15,076,700 | 59,500 | 5,748,384 | 61,507,370 |
| **OTHER FINANCING SOURCES:** | | | | | | | | |
| Proceeds from debt issuance | - | - | - | - | - | - | - | - |
| Transfers in | 1,898,946 | 1,537,615 | 6,329,442 | 503,650 | 422,072 | 362,500 | - | 11,054,225 |
| **TOTAL OTHER SOURCES** | 1,898,946 | 1,537,615 | 6,329,442 | 503,650 | 422,072 | 362,500 | - | 11,054,225 |
| **TOTAL RESOURCES** | 35,670,329 | 3,488,865 | 10,327,595 | 1,405,650 | 15,498,772 | 422,000 | 5,748,384 | 72,561,595 |
| **TOTAL FUNDS AVAILABLE** | $ 52,723,091 | $ 6,889,019 | $ 15,460,305 | $ 5,551,753 | $ 34,710,427 | $ 314,887 | $ 13,594,373 | $ 129,243,856 |
| **OPERATING EXPENSES:** | | | | | | | | |
| Personnel and Benefits | $ 24,103,954 | $ 1,307,665 | $ - | $ - | $ 2,107,971 | $ 181,621 | $ - | $ 27,701,211 |
| Supplies | 1,993,780 | 190,150 | - | - | 1,166,600 | 67,350 | - | 3,417,880 |
| Maintenance & services | 8,316,508 | 398,650 | - | 97,000 | 8,200,984 | 116,242 | 5,079,857 | 22,209,242 |
| Capital outlay | 1,050,000 | 232,800 | - | 3,806,650 | 2,175,129 | - | 309,000 | 7,573,579 |
| Debt Service | - | - | 10,614,280 | - | 497,630 | - | - | 11,111,910 |
| Other expense | 35,839 | - | - | - | 32,000 | - | - | 67,839 |
| **TOTAL EXPENDITURES** | 35,500,082 | 2,129,265 | 10,614,280 | 3,903,650 | 14,180,314 | 365,213 | 5,388,857 | 72,081,660 |
| **OTHER FINANCING USES:** | | | | | | | | |
| Transfers Out | 1,273,897 | 1,986,142 | - | - | 7,084,933 | 56,787 | - | 10,401,759 |
| **TOTAL OTHER USES** | 1,273,897 | 1,986,142 | - | - | 7,084,933 | 56,787 | - | 10,401,759 |
| **TOTAL EXPENDITURES & OTHER USES** | 36,773,979 | 4,115,407 | 10,614,280 | 3,903,650 | 21,265,247 | 422,000 | 5,388,857 | 82,483,420 |
| **TOTAL ENDING BALANCE** | 15,949,113 | 2,773,612 | 4,846,025 | 1,648,103 | 13,445,180 | (107,113) | 8,205,516 | 46,760,436 |
| Reserve for contingencies | 100,000 | - | - | - | 300,000 | - | - | 400,000 |
| Restricted balance | - | 2,573,429 | - | - | 5,355,767 | - | - | 7,929,196 |
| ***ENDING BALANCE (4)*** | $ 15,849,113 | $ 200,183 | $ 4,846,025 | $ 1,648,103 | $ 7,789,413 | $ (107,113) | $ 8,205,516 | $ 38,431,240 |

(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.



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**CITY OF ROSENBERG**
**2020-21 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 Improvments 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 2021, 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: | $ 1,050,000 |
| HOTEL/MOTEL FUND | (A) |
| LAW ENFORCEMENT FUND: | 217,800 |
| COMMUNITY DEVELOPMENT BLOCK GRANT FUND: | - |
| PARKLAND DEDICATION FUND | - |
| PEG CAPITAL FUND: | 15,000 |
| CAPITAL PROJECTS FUNDS: | 3,806,650 |
| WATER/WASTEWATER CAPITAL PROJECT FUNDS: | 2,175,129 |
| CIVIC CENTER FUND: | - |
| FLEET REPLACEMENT FUND: | 289,000 |
| TECHNOLOGY FUND: | 20,000 |
| **Total Capital Expenditures:** | **$ 7,573,579** |
| RDC CAPITAL EXPENDITURES: | 2,210,000 |
| **GRAND TOTAL CAPITAL EXPENDITURES:** | **$ 9,783,579** |

(A) Project amount will roll over in to FY2021



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**Budgeted Capital Expenditures**

| Fund | Department/Project Description | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| **GENERAL FUND** | | | | |
| | **Public Works (101-5022)** | | | |
| | Street Overlay | $ 1,690,738 | $ 1,100,000 | $ 1,050,000 |
| | Public Works Total | 1,690,738 | 1,100,000 | 1,050,000 |
| | **General Fund Total** | $ 1,690,738 | $ 1,100,000 | $ 1,050,000 |
| **SPECIAL REVENUE FUNDS** | | | | |
| | **HOTEL/MOTEL FUND** | | | |
| | Buildings | $ - | $ 200,000 | (A) |
| | Hotel/Motel Fund Total | - | - | - |
| | **LAW ENFORCEMENT FUND (215)** | | | |
| | Machinery & Equipment | 19,000 | 19,000 | 217,800 |
| | Motor Vehicles | 86,000 | 86,000 | - |
| | Law Enforcement Fund Total | 105,000 | 105,000 | 217,800 |
| | **COMMUNITY DEVELOPMENT BLOCK GRANT FUND (216)** | | | |
| | North Side Water Improvements - Candler Road | - | 431,404 | - |
| | North Side Water Improvements - Phase VII | 600,000 | 600,000 | (A) |
| | CDBG Fund Total | 600,000 | 1,031,404 | - |
| | **PARK LAND DEDICATION FUND (221)** | | | |
| | Improvements O/T Buildings - Big League Baseball | 21,214 | 21,214 | - |
| | Improvements O/T Buildings - Shade Structures SCRSC | 40,000 | 40,000 | - |
| | Park Land Dedication Fund Total | 61,214 | 61,214 | - |
| | **PEG CAPITAL FUND (228)** | | | |
| | Machinery and Equipment | 15,000 | 15,000 | 15,000 |
| | PEG Capital Fund Total | 15,000 | 15,000 | 15,000 |
| | **Special Revenue Funds Total** | $ 781,214 | $ 1,212,618 | $ 232,800 |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**Budgeted Capital Expenditures**

| Fund | Department/Project Description | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| **CAPITAL PROJECTS FUNDS** | | | | |
| | **General Supplemental Fund (410)** | | | |
| | Improv - Avenue C Extension | 847,795 | 847,795 | (A) |
| | Railroad Quiet Zones | 66,614 | 66,614 | (A) |
| | Avenue G Connector | 328,162 | 328,162 | - |
| | Bamore Road Extension | 1,750,000 | 1,750,000 | (A) |
| | Improvements OT Buildings | 113,638 | 113,638 | - |
| | Improvements OT Buildings - Parks Master Plan | 2,450 | 2,450 | - |
| | Machinery & Equipment | 63,000 | 63,000 | 31,650 |
| | Computer Hardware/Software | 21,000 | 42,000 | 375,000 |
| | Motor Vehicles | - | 5,927 | - |
| | IT Network Infrastructure | 98,000 | 98,000 | - |
| | General Supplemental Fund Total | 3,290,659 | 3,317,586 | 406,650 |
| | **2014 General Obligation Fund (415)** | | | |
| | Dry Creek Drainage | $ 913,909 | $ 923,909 | (A) |
| | 2014 General Obligation Fund Total | 913,909 | 923,909 | - |
| | **2017 Certificates of Obligation Fund (427)** | | | |
| | Road Improvements | $ 556,684 | $ 20,044 | $ - |
| | Spacek Road Phase III | 1,348,294 | 520,368 | $ - |
| | Railroad Quiet Zones | 407,526 | 407,526 | (A) |
| | Sanitary Sewer Pipe Bursting Phase III | 4,679,928 | 2,356,594 | (A) |
| | Sanitary Sewer Pipe Bursting Phase IV | - | - | $ 2,500,000 |
| | 2017 Certificates of Obligation Fund Total | 6,992,432 | 3,304,532 | 2,500,000 |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**Budgeted Capital Expenditures**

| Fund | Department/Project Description | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| | **County Mobilty Project Fund (430)** | | | |
| | Reading Road Center Turn Ln Project | $ 44,977 | $ 44,977 | $ - |
| | Benton Road Project | 5,299,802 | 5,299,802 | (A) |
| | Bamore Road Project | - | - | 900,000 |
| | County Mobilty Project Fund Total | 5,344,779 | 5,344,779 | 900,000 |
| | **Capital Projects Funds Total** | $ 16,541,779 | $ 12,890,806 | $ 3,806,650 |
| **WATER/WASTEWATER FUND** | | | | |
| | **SPACEK RD LIFT STATION & SEWER LINE FUND (509)** | | | |
| | Spacek Road Sewer Line (CP1506) | $ - | $ 9,830 | $ 296,129 |
| | Spacek Rd Lift Station & Sewer Line Fund Total | - | 9,830 | 296,129 |
| | **WATER/WASTEWATER SUPPLEMENTAL FUND (515)** | | | |
| | Improvements O/T Buildings | - | 97,100 | - |
| | Buildings | 40,000 | 40,000 | - |
| | Improvements O/T Buildings CDBG-DRH | - | 298,611 | (A) |
| | FM 2218 Utility Adjustments | - | - | 1,700,000 |
| | SCADA Project | - | 124,133 | - |
| | Reclaimed Water Phase II | - | 504,598 | 86,000 |
| | Dollar Tree Infrastructure | - | 3,231,986 | - |
| | Machinery and Equipment | 85,000 | 124,315 | 93,000 |
| | Water/Wastewater Supplemental Fund Total | 125,000 | 4,420,743 | 1,879,000 |
| | **WATER IMPACT FEE FUND (517)** | | | |
| | I-69 Waterline Improvements | $ 2,000,000 | $ 2,000,000 | $ - |
| | Water Impact Fee Fund Total | 2,000,000 | 2,000,000 | - |
| | **Water/Wastewater Fund Total** | $ 2,125,000 | $ 6,430,573 | $ 2,175,129 |
| **CIVIC CENTER FUND (560)** | | | | |
| | Machinery and Equipment | $ 40,000 | $ - | $ - |
| | Computer Hardware/Software | 6,000 | - | - |
| | Civic Center Fund Total | 46,000 | - | - |
| | **Civic Center Fund Total** | $ 46,000 | $ - | $ - |
| **FLEET REPLACEMENT FUND (602)** | | | | |
| | Motor Vehicles | $ 134,000 | $ 134,000 | $ 289,000 |
| | Fleet Replacement Fund Total | 134,000 | 134,000 | 289,000 |
| | **Fleet Replacement Fund Total** | $ 134,000 | $ 134,000 | $ 289,000 |
| **TECHNOLOGY FUND (603)** | | | | |
| | Servers Maintenance and Replacement | $ 20,000 | $ 20,000 | $ 20,000 |
| | Technology Fund Total | 20,000 | 20,000 | 20,000 |
| | **Technology Fund Total** | $ 20,000 | $ 20,000 | $ 20,000 |
| | **Total Budgeted Capital Expenditures:** | $ 21,338,731 | $ 21,787,997 | $ 7,573,579 |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**Budgeted Capital Expenditures**

| Fund | Department/Project Description | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| **RDC PROJECTS FUND (225)** | | | | |
| | Business Development Grant | $ 90,655 | $ 90,655 | $ - |
| | Buildings & Improvements | 801,150 | 801,150 | 10,000 |
| | Business Park Development | 238,848 | 238,848 | 750,000 |
| | Fort Bend Transit | 75,000 | 75,000 | 75,000 |
| | Incentive Commitment - Texas State Technical College (TSTC) | 200,000 | 200,000 | 200,000 |
| | Incentive Commitment - Dollar Tree | - | - | 250,000 |
| | Incentive Commitment - Wet Sounds | - | - | 75,000 |
| | Texas Master Naturalist | - | - | - |
| | Parks Improvements | 50,000 | 50,000 | 50,000 |
| | Prospective Business Incentive | 1,692,369 | 1,692,369 | 500,000 |
| | Big League Baseball Field | - | - | - |
| | Airport Avenue Extension | 3,173,050 | 3,173,050 | (A) |
| | Wayfinding Signage Development | 150,000 | 150,000 | (A) |
| | I-69 Waterline Extension | 1,162,700 | 1,162,700 | (A) |
| | Traffic Signal - Reading Rd & Town Center Blvd | 115,375 | 115,375 | (A) |
| | Reading Road Center Turn Lane | 1,723,676 | 1,723,676 | (A) |
| | Railroad Crossing - Quiet Zone | 600,000 | 600,000 | (A) |
| | Entryway Signage - Highway 36 & 90 | 150,000 | 150,000 | (A) |
| | Downtown Parking Lot | 660,000 | 660,000 | (A) |
| | Sidewalk Improvements | 755,440 | 755,440 | 300,000 |
| | RDC Projects Fund Total | 11,638,263 | 11,638,263 | 2,210,000 |
| | **RDC Projects Fund Total:** | $ 11,638,263 | $ 11,638,263 | $ 2,210,000 |
| | **GRAND TOTAL CAPITAL EXPENDITURES:** | **$ 32,976,994** | **$ 33,426,260** | **$ 9,783,579** |

(A) Project amount will roll over in to FY2021



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**Summary of Personnel Staffing Positions**

**(Full-time Equivalent Positions)**

| Fund/Department Position Title | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| **GENERAL FUND:** | | | | | | | |
| **General Government:** | | | | | | | |
| **City Manager (101-1200)** | | | | | | | |
| City Manager | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Assistant City Manager | | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | |
| 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 | |
| | Subtotal | 3.00 | 3.50 | 3.50 | 3.50 | 3.50 | 0% |
| **Human Resources (101-1210)** | | | | | | | |
| Director of Human Resources | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Administrative Specialist | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Human Resources Generalist | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| | Subtotal | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0% |
| **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 Specialist | | 1.00 | 0.00 | 0.00 | 0.00 | 1.00 | |
| Administrative Technician | | 0.00 | 1.00 | 1.00 | 1.00 | 0.00 | |
| | Subtotal | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0% |
| **Finance (101-1400)** | | | | | | | |
| Assistant City Manager | | 1.00 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Assistant Director of Finance | | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Manager | | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Fiscal Services Coordinator | | 1.00 | 1.00 | 2.00 | 2.00 | 2.00 | |
| 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 | | 1.00 | 1.00 | 0.00 | 0.00 | 0.00 | |
| | Subtotal | 7.00 | 6.50 | 6.50 | 6.50 | 6.50 | 0% |
| **Municipal Court (101-1417)** | | | | | | | |
| Municipal Judge | | 0.48 | 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 | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Court Clerk I | | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 | |
| | Subtotal | 4.96 | 4.96 | 4.96 | 4.96 | 5.96 | 20% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Summary of Personnel Staffing Positions

**(Full-time Equivalent Positions)**

| Fund/Department Position Title | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 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 | | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Senior Administrative Specialist | | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| | Subtotal | 5.50 | 5.50 | 5.50 | 5.50 | 5.50 | 0% |
| **Communications (101-1750)** | | | | | | | |
| Director of Communications | | 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 | | 2.40 | 2.40 | 2.40 | 2.40 | 1.80 | |
| | Subtotal | 2.40 | 2.40 | 2.40 | 2.40 | 1.80 | -25% |
| TOTAL GENERAL GOVERNMENT | | 34.36 | 34.36 | 34.36 | 34.36 | 34.76 | 1% |
| **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 | 4.00 | |
| Police Sergeant | | 10.00 | 10.00 | 10.00 | 10.00 | 11.00 | |
| Police Officer | | 53.00 | 55.00 | 55.00 | 55.00 | 50.00 | |
| Detective | | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 | |
| Director of Public Safety Dispatch | | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Public Safety Support Supervisor | | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 | |
| Public Safety Support Specialist | | 14.00 | 12.00 | 12.00 | 12.00 | 13.00 | |
| 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 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Crime Analyst | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Crime Victim's Advocate | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| | Subtotal | 95.00 | 97.00 | 97.00 | 97.00 | 100.00 | 3% |
| **School Officers & Crossing Guards (101-3036)** | | | | | | | |
| Police Lieutenant | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Police Sergeant | | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Police Officer | | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | |
| School Crossing Guards | | 2.86 | 2.86 | 2.86 | 2.86 | 2.86 | |
| | Subtotal | 20.86 | 20.86 | 20.86 | 20.86 | 20.86 | 0% |
| **Animal Control (101-3034)** | | | | | | | |
| Director of Animal Control | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| 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 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Kennel Technician | | 0.00 | 0.48 | 0.48 | 0.48 | 0.48 | |
| | Subtotal | 5.00 | 5.48 | 5.48 | 5.48 | 5.48 | 0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Fund/Department Position Title | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| **Fire (101-3100)** | | | | | | | |
| Fire Chief | | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Assistant Fire Chief | | 3.00 | 3.00 | 1.00 | 1.00 | 1.00 | |
| Fire Battalion Chief | | 6.00 | 6.00 | 3.00 | 3.00 | 3.00 | |
| Fire Captain | | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | |
| Fire Engineer | | 10.00 | 10.00 | 6.00 | 6.00 | 6.00 | |
| Senior Firefighter | | 14.00 | 14.00 | 10.00 | 10.00 | 14.00 | |
| Firefighter | | 0.96 | 0.96 | 14.00 | 14.00 | 10.00 | |
| Firefighter | | 1.00 | 1.00 | 0.96 | 0.96 | 0.96 | |
| 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 | 43.96 | 43.96 | 43.96 | 43.96 | 43.96 | 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 | | 168.82 | 171.30 | 171.30 | 171.30 | 174.30 | 2% |
| **Public Works (101-5022)** | | | | | | | |
| Executive Director of Public Services | | 0.50 | 0.50 | 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 | |
| Administrative Technician | | 0.24 | 0.24 | 0.24 | 0.24 | 0.24 | |
| 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 | 19.24 | 19.24 | 19.24 | 19.24 | 19.24 | 0% |
| **Fleet Maintenance (101-5025)** | | | | | | | |
| Director of Fleet Maintenance | | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Manager | | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 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 | | 26.24 | 26.24 | 26.24 | 26.24 | 26.24 | 0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Fund/Department Position Title | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 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 Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| GIS Specialist | 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)** | | | | | | |
| Director of Code Compliance/Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Plans Examiner | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Code Compliance Coordinator | 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 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Administrative Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Subtotal | 9.00 | 11.00 | 11.00 | 11.00 | 11.00 | 0% |
| **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 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Civic Center & Events Manager | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.00 | 0.50 | 0.50 | 0.50 | 0.00 | |
| M&O Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| M&O Assistant | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Subtotal | 8.50 | 8.50 | 8.50 | 8.50 | 8.00 | -6% |
| TOTAL COMMUNITY DEVELOPMENT | 24.50 | 26.50 | 26.50 | 26.50 | 26.00 | -2% |
| TOTAL GENERAL FUND | 253.92 | 258.40 | 258.40 | 258.40 | 261.30 | 1% |
| **WATER AND WASTEWATER FUND:** | | | | | | |
| **Administration (501-6050)** | | | | | | |
| Executive Director of Public Services | 0.50 | 0.50 | 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 | |
| Administrative Technician | 0.24 | 0.24 | 0.24 | 0.24 | 0.24 | |
| Subtotal | 2.24 | 2.24 | 2.24 | 2.24 | 2.24 | 0% |
| **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 | |
| Subtotal | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Fund/Department Position Title | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **Water Distribution (501-6053)** | | | | | | |
| M&O Supervisor | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| M&O Foreman | 4.00 | 3.50 | 3.50 | 3.50 | 3.50 | |
| M&O Technician | 5.00 | 5.50 | 5.50 | 5.50 | 5.50 | |
| M&O Assistant | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Subtotal | 11.50 | 9.50 | 9.50 | 9.50 | 9.50 | 0% |
| **Wastewater Collection (501-6054)** | | | | | | |
| M&O Supervisor | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| M&O Supervisor | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| M&O Foreman | 2.00 | 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 | 1.00 | 1.00 | 1.00 | 1.00 | |
| M&O Technician | 0.00 | 1.50 | 1.50 | 1.50 | 1.50 | |
| M&O Assistant | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Subtotal | 7.00 | 9.50 | 9.50 | 9.50 | 9.50 | 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 | 2.00 | |
| Fiscal Services Technician | 4.00 | 4.00 | 4.00 | 4.00 | 3.00 | |
| Subtotal | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 0% |
| TOTAL WATER & W/W FUND | 28.74 | 29.24 | 29.24 | 29.24 | 29.24 | 0% |
| **HOTEL/MOTEL FUND (212)** | | | | | | |
| Tourism & Main Street 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 & Events Manager | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 | |
| M&O Assistant | 1.96 | 1.96 | 1.96 | 1.96 | 1.96 | |
| TOTAL CIVIC CENTER FUND | 3.46 | 3.46 | 3.46 | 3.46 | 2.96 | -14% |
| TOTAL ALL FUNDS | 300.12 | 305.10 | 305.10 | 305.10 | 307.50 | 1% |

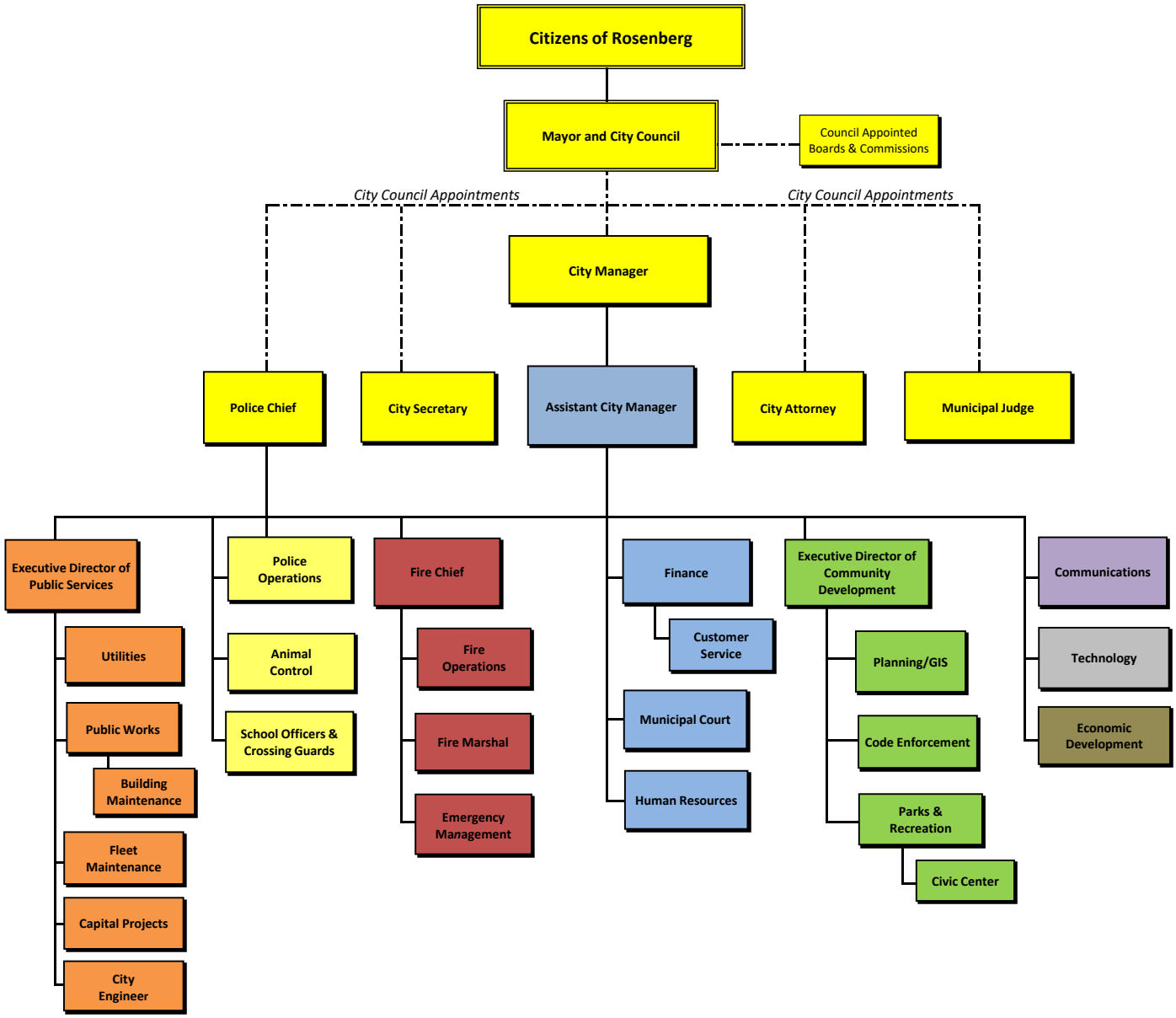
| | |
|---|---|
| Full Time Positions: | 299.00 |
| Part Time Positions: | 8.50 |
| TOTAL FULL TIME EQUIVALENTS: | 307.50 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## ORGANIZATIONAL CHART





# GENERAL FUND

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021

**General Fund**
**(Fund 101)**

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**The General 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 taxes, franchise taxes, fees and fines, and intergovernmental revenues.**

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# General Fund

The General Fund encompasses the majority of the City's services. Resources to the fund are generated through property and sales taxes, franchise fees, fines, charges for services and miscellaneous income. Expenditures from the fund support municipal services such as Public Safety, Parks, Finance, Community Development, Administration, Court and Public Works operations. Recurring operating expenditures are projected to increase annually by an average of 3% from FY21 to FY24 due to growth in personnel costs and operations and maintenance.

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 percent (3%) increase per year. Sales tax receipts are the largest source of revenue for the City and have historically accounted for about 41% of operating revenues. The growth in sales tax is estimated conservatively in order to reduce dependence on sales, which is a volatile revenue stream. Sales tax revenues make up 41% of the total revenues in the General Fund while property taxes represent 20%.

The Long-Term Financial plan is discussed in the transmittal letter located on page vii. The financial plan presents the General Fund over six fiscal years: actual amounts for the previous audited fiscal year (FY19), the adjusted budget for FY20, ending estimate for FY20, and four projected years (FY21 - FY24).

## Assumptions

### Revenues:

- **Property Taxes**: Projections assume ad valorem property values will increase in FY22, FY23 and FY24 by 3% each year. This reflects that new home starts and new commercial development will continue for the next three to five years as well as the economy in Fort Bend County. With the passage of Senate Bill No. 2, staff will continue to monitor the effects beginning fiscal year 2021.
- **Sales Tax**: Projections for FY21 include a $400,000 increase due to a 380 development agreement in FY18 and growth in economy. Projections after FY21 include an increase of 3% each year. Although the long-term effects of the novel Coronavirus (COVID-19) are unknown, the city will continue to monitor the effects of COVID-19 on this source of revenue.
- **Franchise and Other Taxes**: Projections for franchise and other taxes, charges for services, and licenses and permits to increase by a steady 2% projected from new homes and commercial development based on historical data.

### Expenditures:

- **Operating Expenditures** which consist of Personnel and Benefits projected to increase 4% for FY22 - FY24 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 FY22 - FY24 due to historical trends and 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.



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## FY21 General Fund Long-Term Financial Plan

| | Actual 2018-19 | Adjusted Budget 2019-20 | Estimate 2019-20 | Adopted Budget 2020-21 | Projection 2021-22 | Projection 2022-23 | Projection 2023-24 |
|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **20,267,767** | **17,775,661** | **17,775,661** | **17,052,763** | **15,949,114** | **14,472,705** | **12,589,467** |
| Revenues: | | | | | | | |
| Property Taxes | 6,806,085 | 6,903,700 | 6,881,500 | 7,787,217 | 8,020,834 | 8,261,459 | 8,509,302 |
| Sales and use taxes | 14,016,788 | 13,700,000 | 14,100,000 | 14,100,000 | 14,523,000 | 14,958,690 | 15,407,451 |
| Franchise taxes and other taxes | 2,030,772 | 2,075,000 | 2,093,000 | 2,093,000 | 2,134,860 | 2,177,557 | 2,221,108 |
| Licenses and permits | 832,679 | 732,500 | 911,300 | 827,800 | 844,356 | 861,243 | 878,468 |
| Fines and forfeitures | 1,721,185 | 1,713,402 | 1,714,702 | 1,748,102 | 1,783,064 | 1,818,725 | 1,855,100 |
| Intergovernmental | 2,995,735 | 2,202,853 | 2,222,541 | 2,245,964 | 2,290,883 | 2,336,701 | 2,383,435 |
| Charges for services | 4,196,203 | 4,300,000 | 4,360,000 | 4,490,000 | 4,579,800 | 4,671,396 | 4,764,824 |
| Interest on investments | 417,719 | 345,000 | 160,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Transfers from Water/Wastewater | 1,516,446 | 1,686,842 | 1,686,842 | 1,686,842 | 1,720,579 | 1,754,990 | 1,790,090 |
| Transfers from Other Funds | 210,425 | 212,104 | 212,104 | 212,104 | 216,346 | 220,673 | 225,086 |
| Other | 352,566 | 532,300 | 586,900 | 439,300 | 439,300 | 439,300 | 439,300 |
| **Total Revenues** | **35,096,603** | **34,403,701** | **34,928,889** | **35,670,329** | **36,593,022** | **37,540,735** | **38,514,165** |
| Expenditures: | | | | | | | |
| Operating Expenditures | | | | | | | |
| Personnel and Benefits | 20,450,936 | 23,159,399 | 22,361,055 | 24,103,954 | 25,068,112 | 26,070,837 | 27,113,670 |
| Maintenance and Services | 7,997,309 | 8,259,269 | 8,207,642 | 8,316,508 | 8,482,838 | 8,652,495 | 8,825,545 |
| Supplies | 1,858,288 | 1,973,230 | 1,959,788 | 1,993,780 | 2,033,656 | 2,074,329 | 2,115,815 |
| Transfers to Other Funds | 6,647,541 | 2,034,091 | 1,994,511 | 1,273,897 | 1,299,375 | 1,325,362 | 1,351,870 |
| **Total Operating Expenditures** | 36,954,074 | 35,425,989 | 34,522,996 | 35,688,139 | 36,883,981 | 38,123,023 | 39,406,900 |
| Non-Operating Expenditures | | | | | | | |
| Other Expenses | 25,839 | 35,839 | 30,839 | 35,839 | 30,450 | 30,450 | 30,450 |
| Capital Outlay | 608,796 | 1,690,738 | 1,100,000 | 1,050,000 | 1,155,000 | 1,270,500 | 1,397,550 |
| **Total Non-Operating Expenditures** | 634,635 | 1,726,577 | 1,130,839 | 1,085,839 | 1,185,450 | 1,300,950 | 1,428,000 |
| **Total Expenditures** | **37,588,709** | **37,152,566** | **35,653,835** | **36,773,978** | **38,069,431** | **39,423,973** | **40,834,900** |
| **Ending Fund Balance** | **17,775,661** | **15,026,796** | **17,050,715** | **15,949,114** | **14,472,705** | **12,589,467** | **10,268,731** |
| **Calculation of available funds:** | | | | | | | |
| Ending fund balance | 17,775,661 | 15,026,796 | 17,050,715 | 15,949,114 | 14,472,705 | 12,589,467 | 10,268,731 |
| Less required contingency | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Less reserve for City Emergencies | 504,111 | 504,111 | 504,111 | 504,111 | 550,000 | 600,000 | 650,000 |
| Less 20% required minimum balance | 7,395,983 | 7,092,366 | 6,910,767 | 7,144,796 | 7,382,886 | 7,630,695 | 7,887,470 |
| Excess funds available for capital projects | 9,775,567 | 7,330,319 | 9,535,837 | 8,200,207 | 6,439,819 | 4,258,772 | 1,631,261 |



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**CITY OF ROSENBERG, TEXAS**

**2020-21 BUDGET**

**GENERAL FUND**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget (2) | 2019-20 Estimate (3) | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ GENERAL FUND SUMMARY ~** | | | | | | |
| **Resources:** | | | | | | |
| Total Beginning Balance | $ 20,267,767 | $ 16,534,371 | $ 17,775,661 | $ 17,775,661 | $ 17,052,763 | -4.1% |
| Revenues and Transfers In | 35,096,604 | 34,403,701 | 34,403,701 | 34,928,889 | 35,670,329 | 3.7% |
| Total Funds Available | 55,364,371 | 50,938,072 | 52,179,362 | 52,704,550 | 52,723,091 | 1.0% |
| **Uses/Deductions:** | | | | | | |
| Expenditures and Transfers Out | 37,588,710 | 36,546,327 | 37,152,566 | 35,651,787 | 36,773,979 | -1.0% |
| **Ending Fund Balance:** | | | | | | |
| Total Ending Balance | 17,775,661 | 14,391,745 | 15,026,796 | 17,052,763 | 15,949,113 | 6.1% |
| 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 | 17,171,550 | 13,787,634 | 14,422,685 | 16,448,652 | 15,345,002 | 6.4% |
| ***Fund Total*** | $ 55,364,371 | $ 50,938,072 | $ 52,179,362 | $ 52,704,550 | $ 52,723,091 | 1.0% |
| Net Revenues (Expenditures) | (2,492,106) | (2,142,626) | (2,748,865) | (722,898) | (1,103,650) A | |

(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

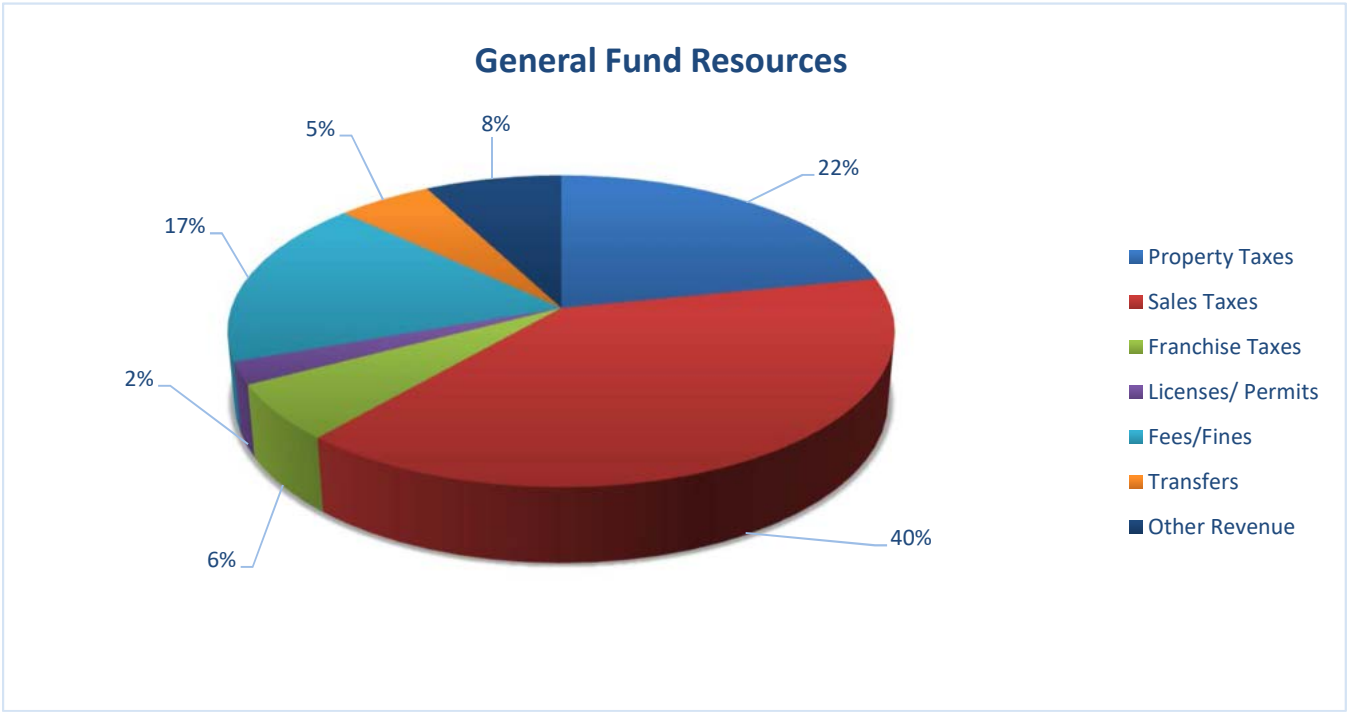
**FY2021 BUDGET NOTES:**

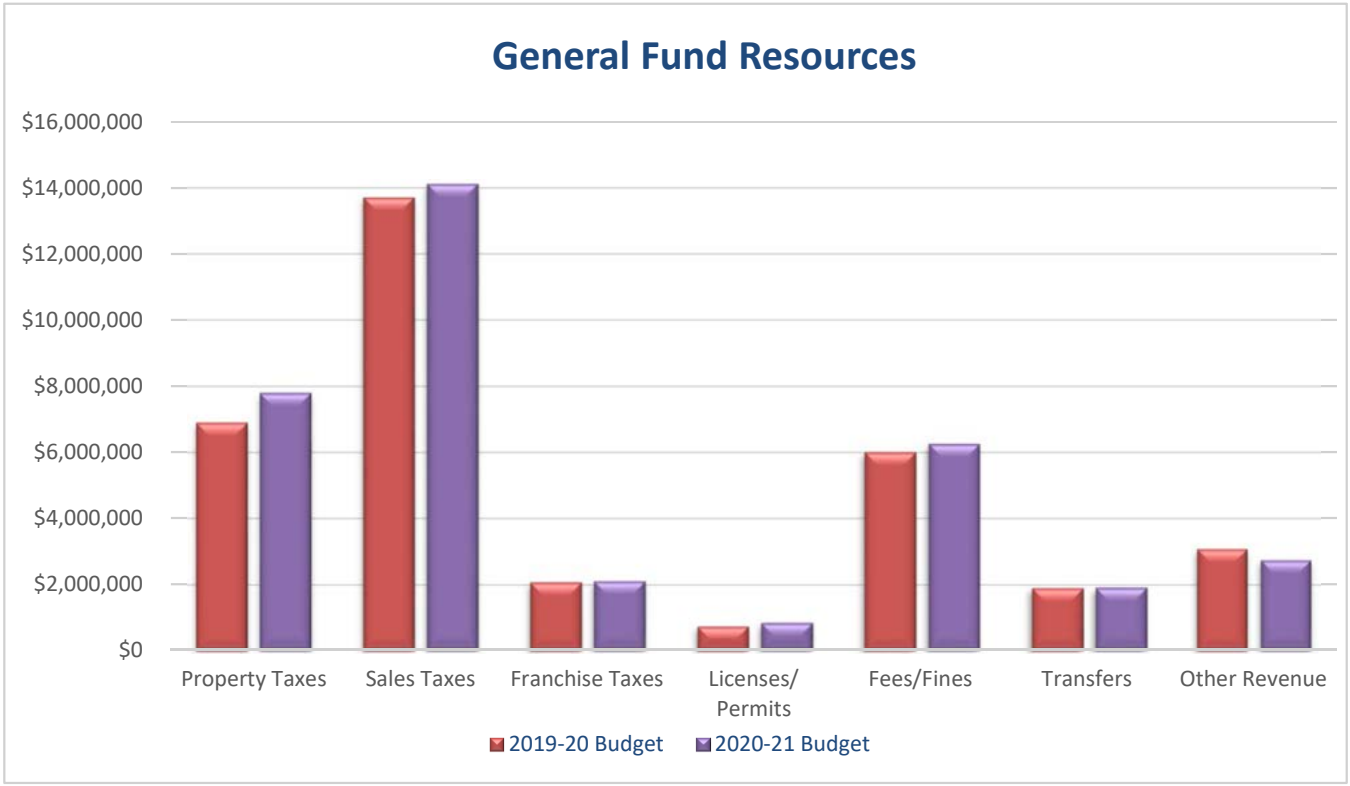
(A) The budgeted expenditures exceeds the budgeted revenues by $1,103,650. There is Fund Balance available to cover the one-time expenditures including $600,000 to pay-off debt and $503,650 to cover one-time supplemental purchases



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# General Fund Summary






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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**GENERAL FUND**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| | | | **~ RESOURCES ~** | | | |
| ***REVENUES:*** | | | | | | |
| TAXES: | | | | | | |
| Property taxes | $ 6,806,085 | $ 6,903,700 | $ 6,903,700 | $ 6,881,500 | $ 7,787,217 | 12.8% |
| Sales taxes | 14,016,788 | 13,700,000 | 13,700,000 | 14,100,000 | 14,100,000 | 2.9% |
| Franchise and Mixed Beverage taxes | 2,030,772 | 2,075,000 | 2,075,000 | 2,093,000 | 2,093,000 | 0.9% |
| Subtotal | 22,853,646 | 22,678,700 | 22,678,700 | 23,074,500 | 23,980,217 | 5.7% |
| LICENSES & PERMITS: | | | | | | |
| Licenses | 28,291 | 27,000 | 27,000 | 27,800 | 29,300 | 8.5% |
| Permits | 804,388 | 705,500 | 705,500 | 883,500 | 798,500 | 13.2% |
| Subtotal | 832,679 | 732,500 | 732,500 | 911,300 | 827,800 | 13.0% |
| FINES & FEES: | | | | | | |
| Solid waste collection fees | 4,196,203 | 4,300,000 | 4,300,000 | 4,360,000 | 4,490,000 | 4.4% |
| Fines | 492,631 | 484,800 | 484,800 | 479,800 | 499,800 | 3.1% |
| Fees | 1,228,554 | 1,228,602 | 1,228,602 | 1,234,902 | 1,248,302 | 1.6% |
| Subtotal | 5,917,388 | 6,013,402 | 6,013,402 | 6,074,702 | 6,238,102 | 3.7% |
| OTHER REVENUE: | | | | | | |
| Interest earnings | 417,719 | 345,000 | 345,000 | 160,000 | 40,000 | -88.4% |
| Intergovernmental revenue | 2,995,735 | 2,494,853 | 2,494,853 | 2,550,941 | 2,444,964 | -2.0% |
| Miscellaneous revenue | 352,566 | 240,300 | 240,300 | 258,500 | 240,300 | 0.0% |
| Subtotal | 3,766,021 | 3,080,153 | 3,080,153 | 2,969,441 | 2,725,264 | -11.5% |
| TOTAL REVENUES BEFORE TRANSFERS | 33,369,733 | 32,504,755 | 32,504,755 | 33,029,943 | 33,771,383 | 3.9% |
| TRANSFERS FROM OTHER FUNDS: | | | | | | |
| Transfer from Special Revenue Funds | 210,425 | 212,104 | 212,104 | 212,104 | 212,104 | 0.0% |
| Water & Wastewater Fund | 1,516,446 | 1,686,842 | 1,686,842 | 1,686,842 | 1,686,842 | 0.0% |
| Subtotal | 1,726,871 | 1,898,946 | 1,898,946 | 1,898,946 | 1,898,946 | 0.0% |
| TOTAL REVENUES AND TRANSFERS | 35,096,604 | 34,403,701 | 34,403,701 | 34,928,889 | 35,670,329 | 3.7% |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**GENERAL FUND**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| | | ~ REVENUE DETAIL ~ | | | | |
| ***PROPERTY TAXES: (401)*** | | | | | | |
| 10 Current taxes | $ 6,689,937 | $ 6,809,700 | $ 6,809,700 | $ 6,700,000 | $ 7,668,217 | 12.6% |
| 11 Current penalty and interest | 29,265 | 24,000 | 24,000 | 24,000 | 24,000 | 0.0% |
| 20 Delinquent taxes | 56,628 | 40,000 | 40,000 | 125,000 | 65,000 | 62.5% |
| 21 Delinquent penalty and interest | 17,469 | 16,000 | 16,000 | 16,000 | 16,000 | 0.0% |
| 40 Taxes - Overpayments | 12,785 | 14,000 | 14,000 | 16,500 | 14,000 | 0.0% |
| Subtotal | 6,806,085 | 6,903,700 | 6,903,700 | 6,881,500 | 7,787,217 | 12.8% |
| ***SALES TAXES: (402)*** | | | | | | |
| 00 General Sales Tax | 14,016,788 | 13,700,000 | 13,700,000 | 14,100,000 | 14,100,000 | 2.9% |
| Subtotal | 14,016,788 | 13,700,000 | 13,700,000 | 14,100,000 | 14,100,000 | 2.9% |
| ***MIXED BEVERAGE TAXES: (403)*** | | | | | | |
| 00 Mixed beverage taxes | 92,026 | 85,000 | 85,000 | 100,000 | 100,000 | 17.6% |
| Subtotal | 92,026 | 85,000 | 85,000 | 100,000 | 100,000 | 17.6% |
| ***FRANCHISE TAXES: (404)*** | | | | | | |
| 10 Electric | 1,099,254 | 1,145,000 | 1,145,000 | 1,150,000 | 1,150,000 | 0.4% |
| 20 Gas | 126,330 | 120,000 | 120,000 | 120,000 | 120,000 | 0.0% |
| 30 Telephone | 224,589 | 235,000 | 235,000 | 230,000 | 230,000 | -2.1% |
| 40 Cable TV | 293,982 | 295,000 | 295,000 | 288,000 | 288,000 | -2.4% |
| 50 Solid Waste | 194,592 | 195,000 | 195,000 | 205,000 | 205,000 | 5.1% |
| Subtotal | 1,938,747 | 1,990,000 | 1,990,000 | 1,993,000 | 1,993,000 | 0.2% |
| TOTAL TAX REVENUES | 22,853,646 | 22,678,700 | 22,678,700 | 23,074,500 | 23,980,217 | 5.7% |
| ***LICENSES: (411)*** | | | | | | |
| 15 Peddler license | 2,250 | 2,500 | 2,500 | 1,000 | 2,500 | 0.0% |
| 20 Taxi license | - | 100 | 100 | 100 | 100 | 0.0% |
| 25 Mobile home park license | 10,850 | 11,000 | 11,000 | 11,000 | 11,000 | 0.0% |
| 30 Precious Metal/Jewel license | 250 | 400 | 400 | 400 | 400 | 0.0% |
| 35 Amusement license | 200 | 100 | 100 | 100 | 100 | 0.0% |
| 40 Liquor license | 10,010 | 10,000 | 10,000 | 12,000 | 12,000 | 20.0% |
| 45 Animal/Kennel license | 266 | 400 | 400 | 400 | 400 | 0.0% |
| 60 Salvage yard license | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 0.0% |
| 90 Other licenses | 2,465 | 500 | 500 | 800 | 800 | 0.0% |
| Subtotal | 28,291 | 27,000 | 27,000 | 27,800 | 29,300 | 8.5% |
| ***PERMITS: (412)*** | | | | | | |
| 10 Electrical permits | 77,210 | 75,000 | 75,000 | 70,000 | 75,000 | 0.0% |
| 15 Building permits | 560,378 | 455,000 | 455,000 | 650,000 | 550,000 | 20.9% |
| 20 Mobile home permits | - | 3,000 | 3,000 | 3,000 | 3,000 | 0.0% |
| 25 Plumbing permits | 40,201 | 42,000 | 42,000 | 30,000 | 40,000 | -4.8% |
| 35 Parade permits | - | - | - | - | - | 0.0% |
| 40 Heating & A/C permits | 16,664 | 18,000 | 18,000 | 18,000 | 18,000 | 0.0% |
| 45 Food permits | 82,622 | 90,000 | 90,000 | 90,000 | 90,000 | 0.0% |
| 55 Cemetery burial permits | 225 | 300 | 300 | 300 | 300 | 0.0% |
| 60 Special events permits | 4,210 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% |
| 80 Storm Water Permits | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 0.0% |
| 90 Sign permits | 7,398 | 6,000 | 6,000 | 6,000 | 6,000 | 0.0% |
| 95 Kiosk Sign permits | 8,280 | 8,000 | 8,000 | 8,000 | 8,000 | 0.0% |
| Subtotal | 804,388 | 705,500 | 705,500 | 883,500 | 798,500 | 13.2% |
| TOTAL LICENSES & PERMITS | 832,679 | 732,500 | 732,500 | 911,300 | 827,800 | 13.0% |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**GENERAL FUND**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| | **~ REVENUE DETAIL ~** | | | | | |
| | (Continued) | | | | | |
| ***FINES: (441)*** | | | | | | |
| 05 Fines - Traffic/Criminal | 217,880 | 220,000 | 220,000 | 200,000 | 220,000 | 0.0% |
| 06 Fines - Federal Motor Carrier Vehicle | - | - | - | 500 | 500 | 100.0% |
| 07 Transportation fines | 86,707 | 80,000 | 80,000 | 90,000 | 90,000 | 12.5% |
| 15 Peace Officer fee | 103 | 100 | 100 | 100 | 100 | 0.0% |
| 20 Capias fines | 10,071 | 10,000 | 10,000 | 10,000 | 10,000 | 0.0% |
| 25 00 Court cost fines | 4,370 | 4,200 | 4,200 | 4,500 | 4,500 | 7.1% |
| 30 Defensive driving course fines | 3,435 | 4,000 | 4,000 | 3,500 | 3,500 | -12.5% |
| 40 Local arrest fines | 18,336 | 17,000 | 17,000 | 18,400 | 18,400 | 8.2% |
| 45 Traffic costs | 5,972 | 6,000 | 6,000 | 6,000 | 6,000 | 0.0% |
| 55 Warrant fees | 15,227 | 15,000 | 15,000 | 9,000 | 9,000 | -40.0% |
| 60 Time payment | 9,603 | 7,000 | 7,000 | 7,000 | 7,000 | 0.0% |
| 90 Deferred Adjudication fee | 99,183 | 105,000 | 105,000 | 110,000 | 110,000 | 4.8% |
| 95 City % of State court cost fines | 21,362 | 16,000 | 16,000 | 20,000 | 20,000 | 25.0% |
| 99 Other fines | 381 | 500 | 500 | 800 | 800 | 60.0% |
| Subtotal | 492,631 | 484,800 | 484,800 | 479,800 | 499,800 | 3.1% |
| ***FEES: (432)*** | | | | | | |
| 10 Plat filing fees | 53,838 | 52,000 | 52,000 | 52,000 | 52,000 | 0.0% |
| 11 Reinspection fees | 10,765 | 10,000 | 10,000 | 17,000 | 17,000 | 70.0% |
| 15 Plan checking fees | 383,999 | 400,000 | 400,000 | 380,000 | 380,000 | -5.0% |
| 18 Infrastructure Inspection fees | 267,586 | 255,000 | 255,000 | 270,000 | 270,000 | 5.9% |
| 20 Solid waste fees | 4,196,203 | 4,300,000 | 4,300,000 | 4,360,000 | 4,490,000 | 4.4% |
| 31 County Fire fighting fees | 114,500 | 114,500 | 114,500 | 114,500 | 114,500 | 0.0% |
| 33 Emergency fees | - | 5,000 | 5,000 | 5,000 | 4,400 | -12.0% |
| 40 Vending fees | 318 | 600 | 600 | 300 | 300 | -50.0% |
| 50 Collection fees - sales tax | 1,198 | 900 | 900 | 1,000 | 1,000 | 11.1% |
| 55 Recreation fees | 8,573 | 8,000 | 8,000 | 3,500 | 3,500 | -56.3% |
| 56 Seabourne Sports Complex fees | 3,151 | 3,200 | 3,200 | - | 3,200 | 0.0% |
| 57 Park Rental fees | 12,231 | 12,000 | 12,000 | 5,200 | 12,000 | 0.0% |
| 60 Administrative fees (RDC) | 260,820 | 279,902 | 279,902 | 279,902 | 279,902 | 0.0% |
| 62 Fire Marshal fees | 54,673 | 40,000 | 40,000 | 55,000 | 55,000 | 37.5% |
| 65 False alarm fees | 13,350 | 5,000 | 5,000 | 10,000 | 10,000 | 100.0% |
| 67 Tow Truck fees | 9,560 | 12,000 | 12,000 | 15,000 | 15,000 | 25.0% |
| 69 Firing Range fees | - | 2,600 | 2,600 | 2,600 | 2,600 | 0.0% |
| 75 Records retrieval fees | 1,207 | 700 | 700 | 700 | 700 | 0.0% |
| 80 Returned check fees | 175 | 200 | 200 | 200 | 200 | 0.0% |
| 82 Pet Adoption fees | 29,867 | 25,000 | 25,000 | 21,000 | 25,000 | 0.0% |
| 87 Dangerous Buildings Administrative Fees | 1,074 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% |
| 90 Other fees | 1,668 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% |
| Subtotal | 5,424,757 | 5,528,602 | 5,528,602 | 5,594,902 | 5,738,302 | 3.8% |
| TOTAL FINES & FEES | 5,917,388 | 6,013,402 | 6,013,402 | 6,074,702 | 6,238,102 | 3.7% |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

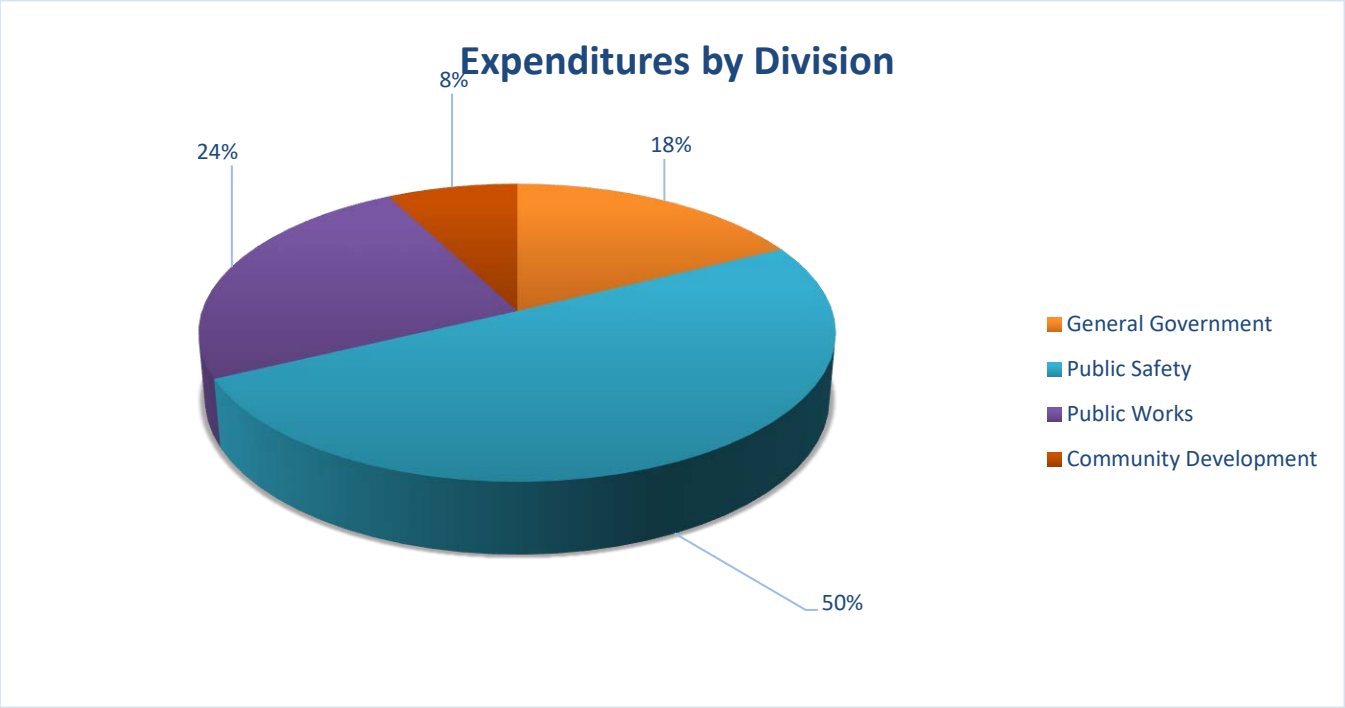
**GENERAL FUND**

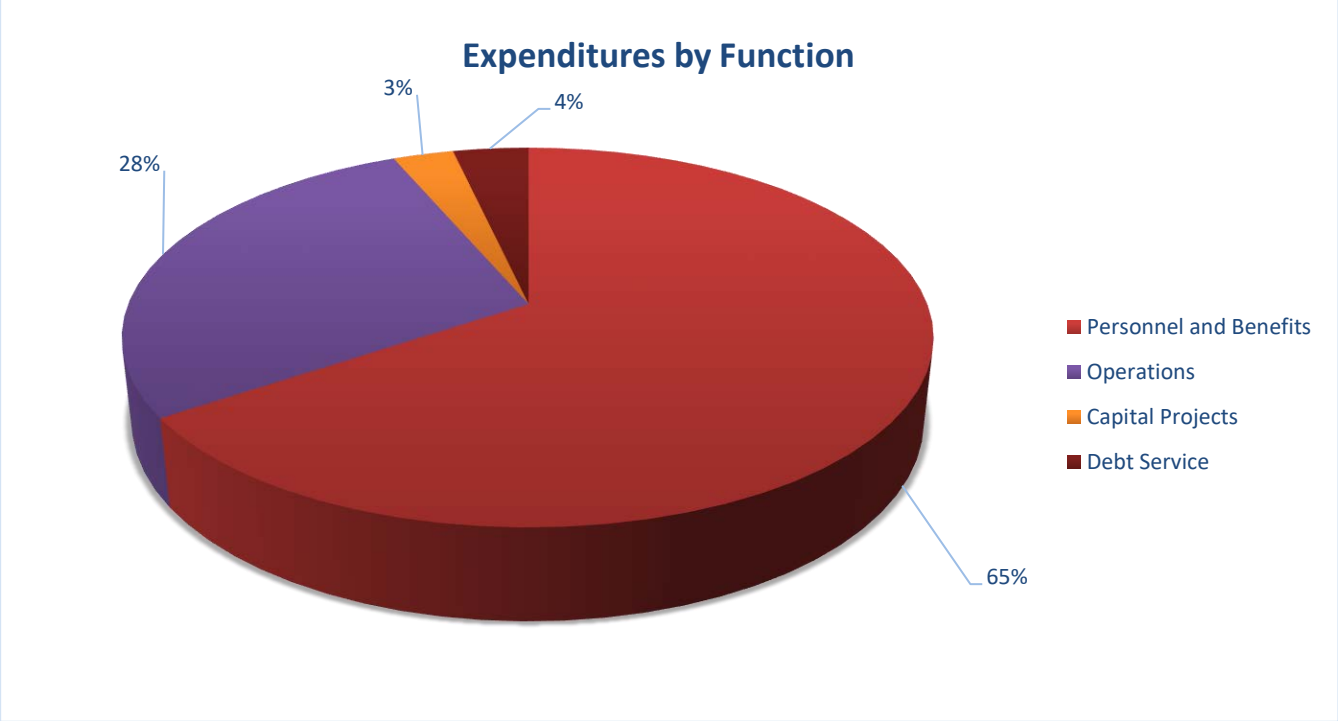
| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| | **~ REVENUE DETAIL ~** | | | | | |
| | (Continued) | | | | | |
| ***OTHER REVENUE:*** | | | | | | |
| 42110 US Treasury | 8,995 | - | - | - | - | 100.0% |
| 42120 FEMA Grants | 551,210 | - | - | - | - | |
| 42140 COPS Grant Funds | 32,962 | - | - | 36,400 | - | 100.0% |
| 42145 SAFER Grant Funds | 179,940 | 292,000 | 292,000 | 292,000 | 199,000 | -31.8% |
| 42150 CJD Grant Funds | 58,455 | 45,000 | 45,000 | 45,000 | 45,000 | 0.0% |
| 42210 State of Texas | 12,852 | - | - | - | - | 100.0% |
| 42310 LCISD | 2,136,267 | 2,157,853 | 2,157,853 | 2,157,853 | 2,200,964 | 2.0% |
| 42320 Fort Bend County | 15,054 | - | - | 19,688 | - | 100.0% |
| 42350 Industrial Payment - (Frito-Lay) | 114,000 | 114,000 | 114,000 | 114,000 | 114,000 | 0.0% |
| 45100 Interest earnings | 417,719 | 345,000 | 345,000 | 160,000 | 40,000 | -88.4% |
| 46110 Gain on disposal of assets | 10,639 | 5,000 | 5,000 | 5,000 | 5,000 | 0.0% |
| 46140 Sale of Property | - | - | - | - | - | 100.0% |
| 46300 Mowing & demolition revenue | 10,558 | 8,000 | 8,000 | 8,000 | 8,000 | 0.0% |
| 46510 Gazebo Rental | 100 | 200 | 200 | 200 | 200 | 0.0% |
| 46515 Street light electricity charges | - | - | - | - | - | 100.0% |
| 46530 Agricultural leases | 98 | - | - | - | - | 100.0% |
| 46610 Donations-Animal Control | 17,555 | 8,000 | 8,000 | 27,000 | 8,000 | 0.0% |
| 46620 Donations-Fire Department | (12,046) | 100 | 100 | 7,600 | 100 | 0.0% |
| 46630 Donations-Police Department | 191 | 2,500 | 2,500 | 3,200 | 2,500 | 0.0% |
| 46650 Rosenberg Christmas Nights Sponsorship | 21,560 | 20,000 | 20,000 | 17,500 | 20,000 | 0.0% |
| 46655 Rosenberg Christmas Nights Meal Tickets | 3,760 | 2,500 | 2,500 | 2,000 | 2,500 | 0.0% |
| 46660 Family 4th Celebration Sponsorship | 21,075 | 20,000 | 20,000 | 8,000 | 20,000 | 0.0% |
| 46700 Reimbursement for Personnel | 40,375 | 20,000 | 20,000 | 22,000 | 20,000 | 0.0% |
| 46710 Insurance Proceeds | 34,430 | - | - | 34,000 | - | 100.0% |
| 46900 Miscellaneous revenue | 90,270 | 40,000 | 40,000 | 10,000 | 40,000 | 0.0% |
| Subtotal | 3,766,021 | 3,080,153 | 3,080,153 | 2,969,441 | 2,725,264 | -11.5% |
| TOTAL REVENUE BEFORE TRANSFERS | 33,369,733 | 32,504,755 | 32,504,755 | 33,029,943 | 33,771,383 | 3.9% |
| ***TRANSFERS FROM OTHER FUNDS:*** | | | | | | |
| 48212 Transfer from Hotel/Motel Fund | 154,925 | 160,670 | 160,670 | 160,670 | 160,670 | 0.0% |
| 48222 Transfer from Juvenile Case Manager Fund | 32,200 | 33,634 | 33,634 | 33,634 | 33,634 | 0.0% |
| 48223 Transfer from Child Safety Fund | 7,800 | 7,800 | 7,800 | 7,800 | 7,800 | 0.0% |
| 48224 Transfer from Bldg Security Fund | 15,500 | 10,000 | 10,000 | 10,000 | 10,000 | 0.0% |
| 48501 Transfer from Water/Wastewater Fund | 1,516,446 | 1,686,842 | 1,686,842 | 1,686,842 | 1,686,842 | 0.0% |
| TOTAL TRANSFERS | 1,726,871 | 1,898,946 | 1,898,946 | 1,898,946 | 1,898,946 | 0.0% |
| TOTAL REVENUES AND TRANSFERS | $ 35,096,604 | $ 34,403,701 | $ 34,403,701 | $ 34,928,889 | $ 35,670,329 | 3.7% |



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# General Fund Summary

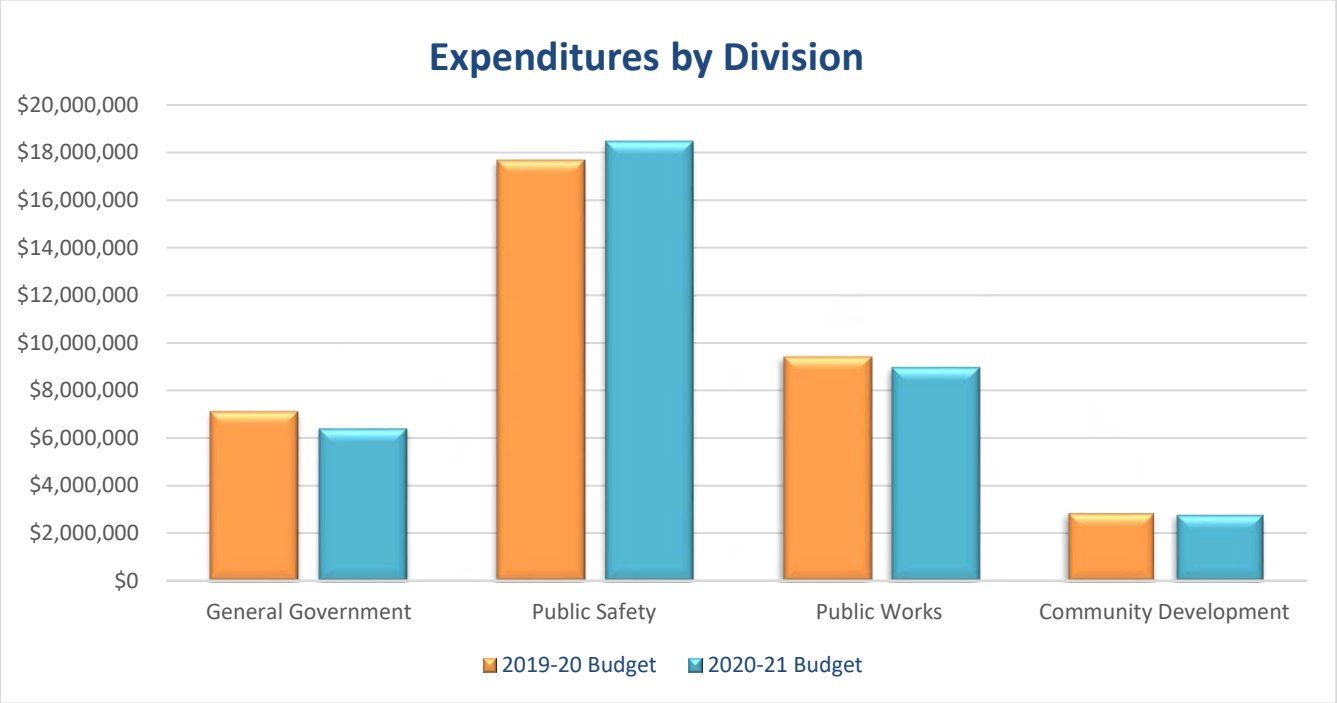


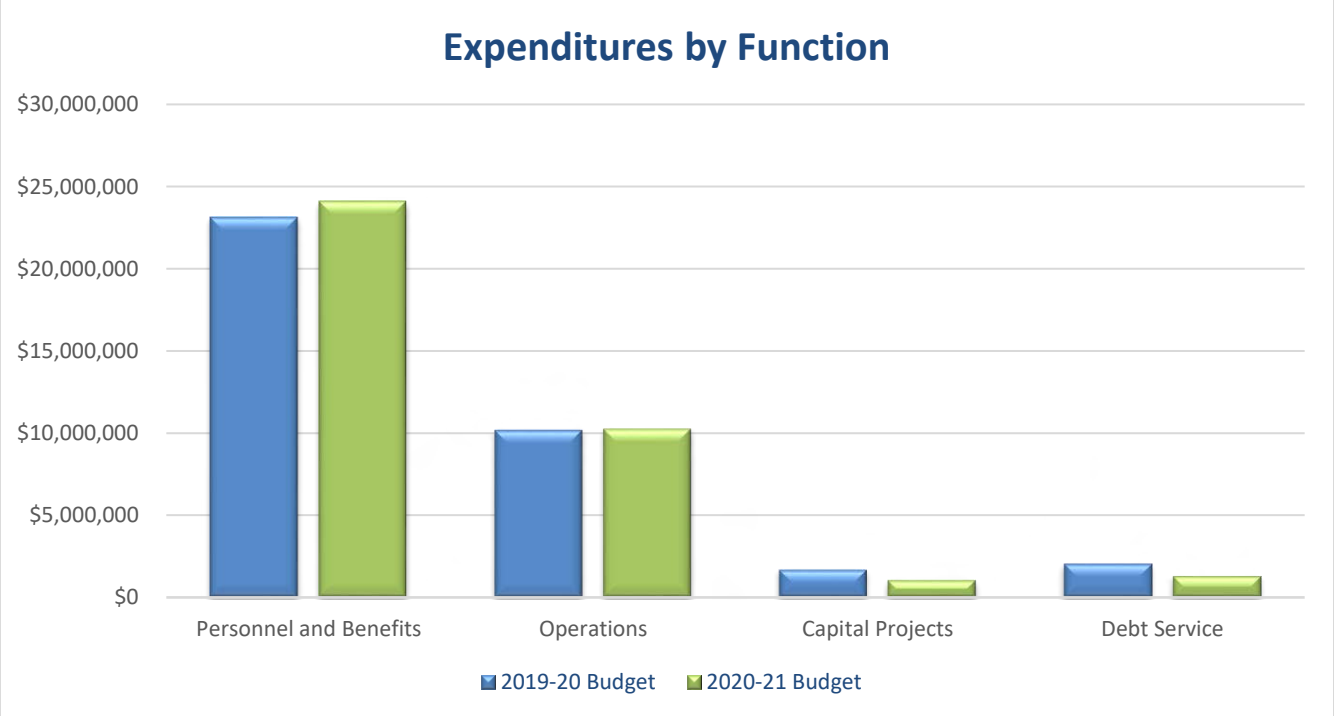






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# General Fund Summary






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ FUNCTION AND CLASSIFICATION SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 20,450,936 | $ 23,159,398 | $ 23,159,399 | $ 22,359,008 | $ 24,103,954 | 4.1% |
| **Supplies** | 1,858,288 | 1,973,230 | 1,973,230 | 1,959,788 | 1,993,780 | 1.0% |
| **Maintenance and Services** | 7,997,309 | 8,243,769 | 8,259,269 | 8,207,642 | 8,316,508 | 0.7% |
| **Other Expenses** | 25,839 | 35,839 | 35,839 | 30,839 | 35,839 | 0.0% |
| **Transfers to Other Funds** | 6,647,541 | 2,034,091 | 2,034,091 | 1,994,511 | 1,273,897 | -37.4% |
| **Subtotal** | 36,979,914 | 35,446,327 | 35,461,828 | 34,551,787 | 35,723,979 | 0.7% |
| **Capital Outlay** | 608,796 | 1,100,000 | 1,690,738 | 1,100,000 | 1,050,000 | -37.9% |
| **Total Expenditures** | $ 37,588,710 | $ 36,546,327 | $ 37,152,566 | $ 35,651,787 | $ 36,773,979 | -1.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title | | | | | | |
|---|---|---|---|---|---|---|
| General Government | 34.36 | 34.36 | 34.36 | 34.36 | 34.76 | |
| Community Development | 24.50 | 26.50 | 26.50 | 26.00 | 26.00 | |
| Public Safety | 168.82 | 171.30 | 171.30 | 171.30 | 174.30 | |
| Public Works | 26.24 | 26.24 | 26.24 | 26.24 | 26.24 | |
| **Total Personnel** | 253.92 | 258.40 | 258.40 | 257.90 | 261.30 | 1.1% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **GENERAL GOVERNMENT:** | | | | | | |
| Mayor & Council | $ 31,039 | $ 58,814 | $ 58,815 | $ 56,881 | $ 58,814 | |
| City Manager | 362,258 | 476,860 | 476,860 | 494,190 | 503,726 | |
| Human Resources | 308,343 | 361,840 | 361,840 | 350,601 | 360,782 | |
| Economic Development | 301,774 | 304,916 | 304,916 | 237,588 | 290,312 | |
| City Secretary | 268,371 | 281,493 | 281,493 | 278,940 | 329,616 | |
| Finance & Accounting | 723,538 | 726,460 | 726,460 | 716,803 | 742,165 | |
| Municipal Court | 386,943 | 423,694 | 423,694 | 426,665 | 478,603 | |
| City Attorney | 401,253 | 273,600 | 273,600 | 320,000 | 273,600 | |
| City Prosecutor | 40,950 | 42,000 | 42,000 | 42,000 | 42,000 | |
| Information Services | 373,380 | 497,028 | 497,028 | 439,288 | 487,817 | |
| Communications | 202,186 | 241,382 | 241,382 | 240,684 | 246,622 | |
| General Government | 8,000,809 | 3,457,967 | 3,457,967 | 3,364,285 | 2,639,896 | |
| ***Subtotal*** | 11,400,843 | 7,146,054 | 7,146,055 | 6,967,924 | 6,453,952 | -9.7% |
| **COMMUNITY DEVELOPMENT:** | | | | | | |
| Planning | 477,232 | 505,365 | 505,365 | 505,880 | 512,916 | |
| Code Enforcement | 657,303 | 912,515 | 912,515 | 840,586 | 880,360 | |
| Health | 176,741 | 186,718 | 186,718 | 181,606 | 178,369 | |
| Parks & Recreation | 969,002 | 1,074,776 | 1,074,776 | 1,058,476 | 1,055,538 | |
| Special Events | 154,260 | 188,288 | 188,288 | 146,629 | 180,318 | |
| ***Subtotal*** | 2,434,538 | 2,867,662 | 2,867,662 | 2,733,176 | 2,807,501 | -2.1% |
| **PUBLIC SAFETY:** | | | | | | |
| Police | 8,823,311 | 10,130,979 | 10,130,979 | 9,571,457 | 10,639,718 | |
| Emergency Management | 12,694 | 22,089 | 22,089 | 22,089 | 22,089 | |
| Animal Control | 407,032 | 459,792 | 459,792 | 451,548 | 463,717 | |
| School Officers & Crossing Guards | 2,002,900 | 2,157,853 | 2,157,853 | 2,035,061 | 2,200,964 | |
| Fire | 4,179,159 | 4,470,807 | 4,470,807 | 4,507,152 | 4,698,357 | |
| Fire Marshal | 361,673 | 454,071 | 454,071 | 456,213 | 465,328 | |
| ***Subtotal*** | 15,786,770 | 17,695,591 | 17,695,591 | 17,043,520 | 18,490,173 | 4.5% |
| **PUBLIC WORKS:** | | | | | | |
| Engineering | 619,345 | 480,000 | 480,000 | 520,000 | 535,000 | |
| Public Works | 2,927,030 | 3,752,457 | 4,358,695 | 3,781,855 | 3,767,626 | |
| Street Lighting & Signals | 493,125 | 523,000 | 523,000 | 523,000 | 523,000 | |
| Fleet Maintenance | 376,634 | 423,317 | 423,317 | 423,567 | 430,806 | |
| Solid Waste | 3,399,332 | 3,500,000 | 3,500,000 | 3,500,000 | 3,600,000 | |
| Building Maintenance | 151,094 | 158,246 | 158,246 | 158,746 | 165,921 | |
| ***Subtotal*** | 7,966,559 | 8,837,020 | 9,443,258 | 8,907,168 | 9,022,353 | -4.5% |
| **TOTAL EXPENSES** | $ 37,588,710 | $ 36,546,327 | $ 37,152,566 | $ 35,651,787 | $ 36,773,979 | -1.0% |



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CITY OF ROSENBERG
FOUNDED 1883

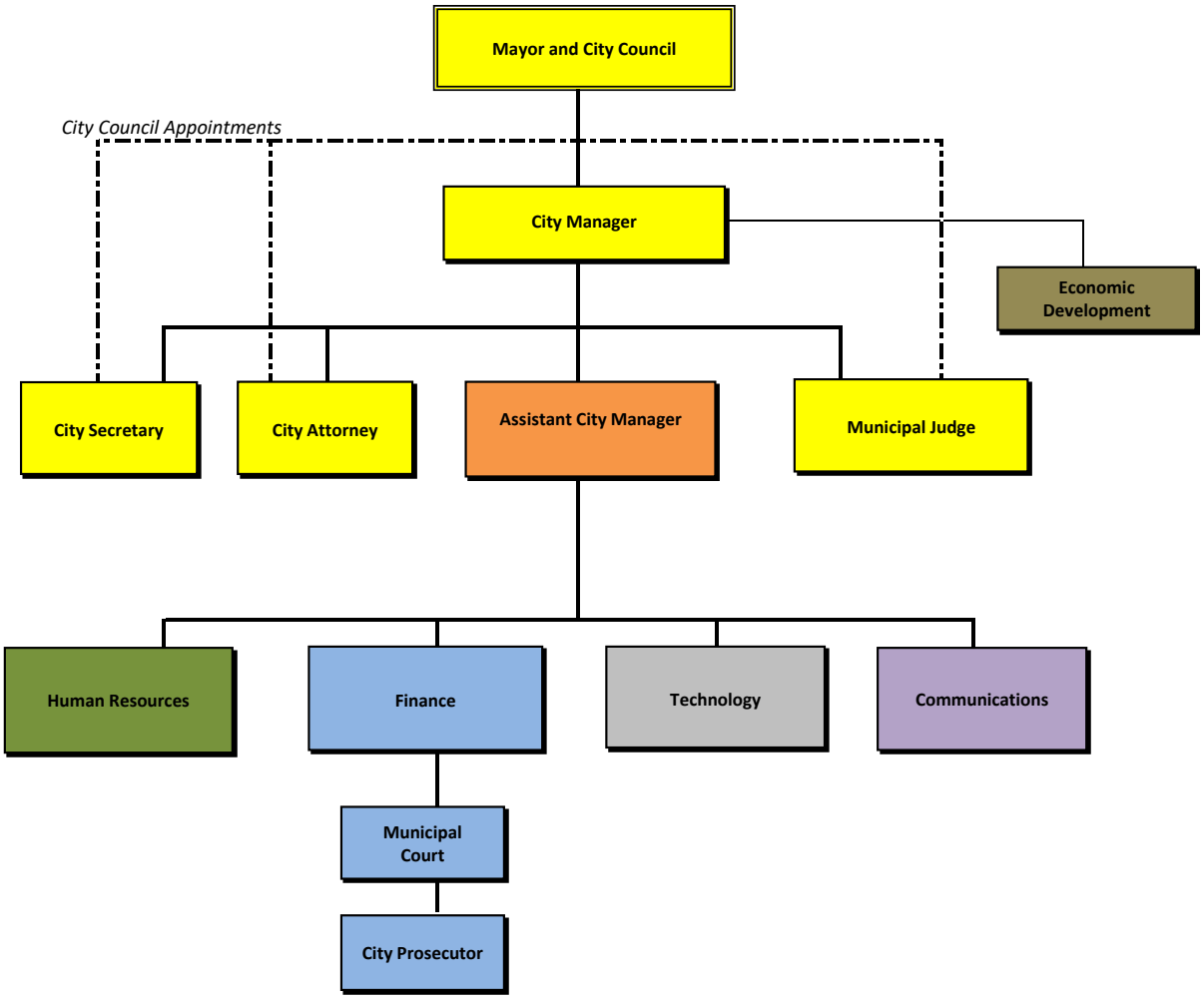
# GENERAL GOVERNMENT

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## General Government Organizational Chart

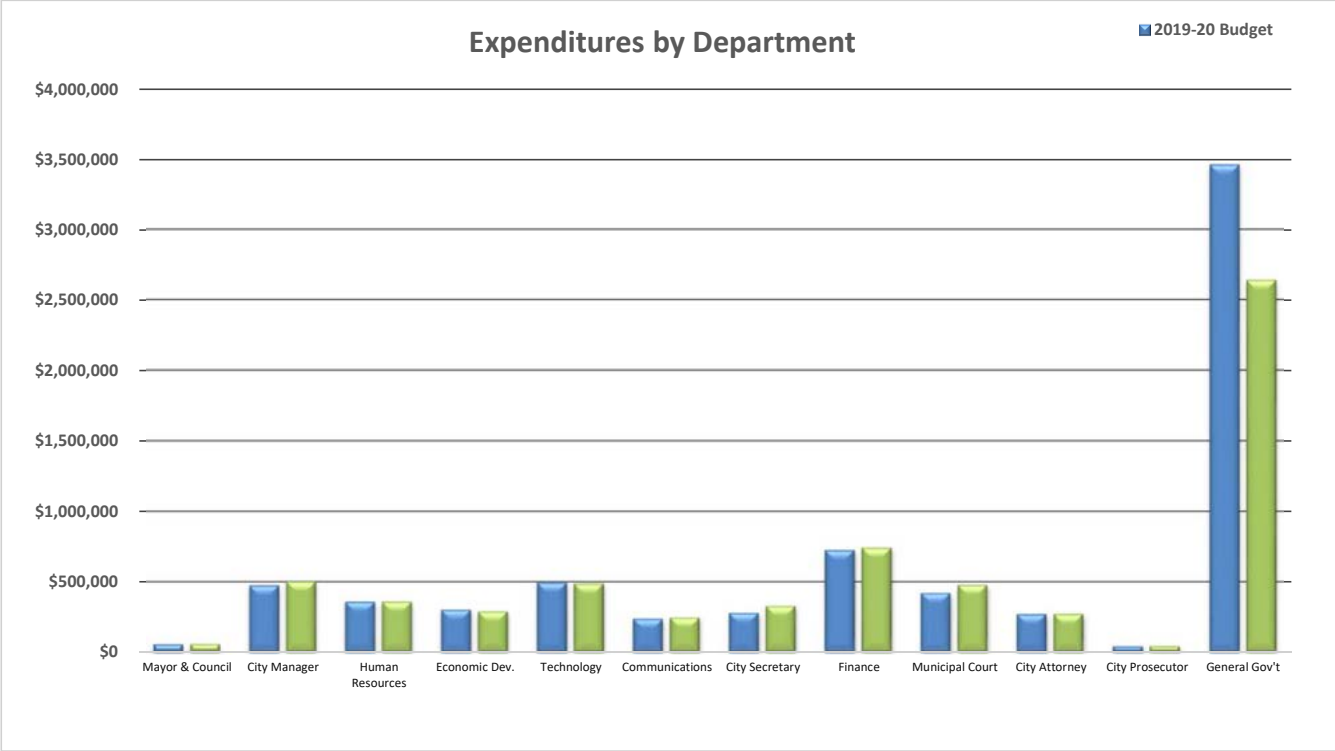


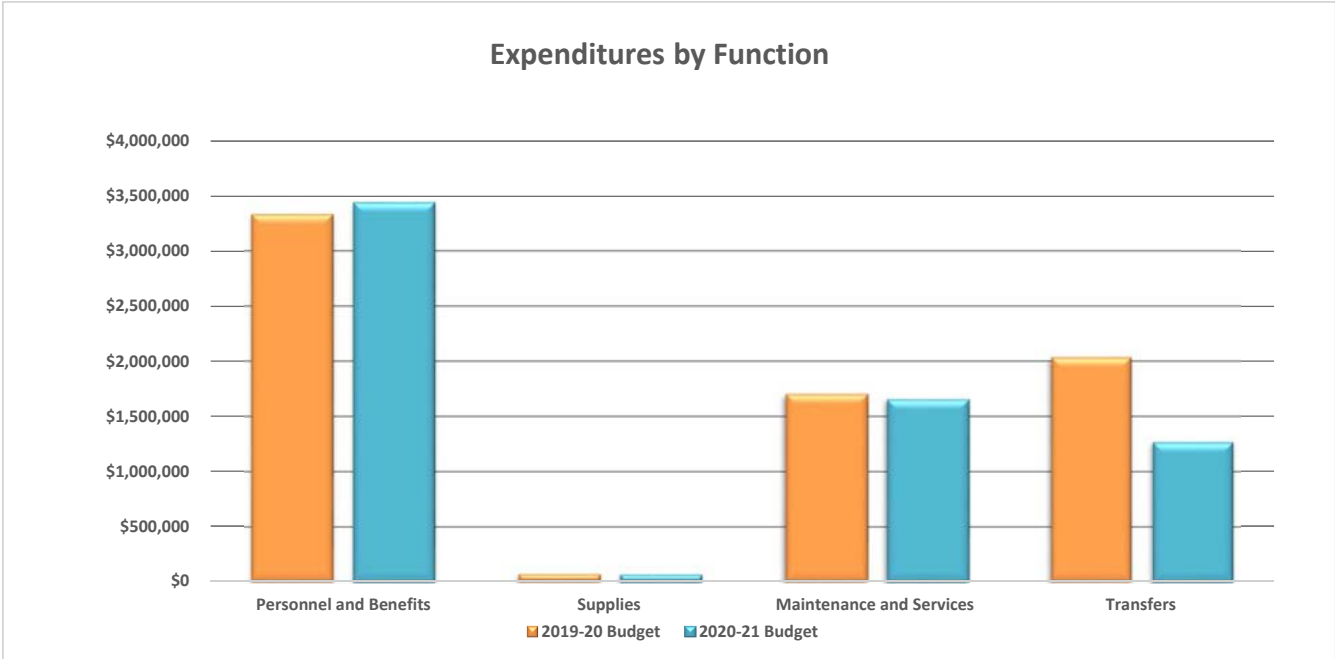



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**General Government**






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **Personnel and Benefits** | $ 2,991,116 | $ 3,330,167 | $ 3,330,168 | $ 3,236,896 | $ 3,438,112 | |
| **Supplies** | 56,996 | 70,300 | 70,300 | 67,583 | 71,400 | |
| **Maintenance and Services** | 1,707,063 | 1,701,496 | 1,701,496 | 1,663,934 | 1,660,543 | |
| **Other Expenses** | - | 10,000 | 10,000 | 5,000 | 10,000 | |
| **Transfers to Other Funds** | 6,647,541 | 2,034,091 | 2,034,091 | 1,994,511 | 1,273,897 | |
| **Subtotal** | 11,402,716 | 7,146,054 | 7,146,055 | 6,967,924 | 6,453,952 | -9.7% |
| **Capital Outlay** | - | - | - | - | - | 0.0% |
| **Total Expenditures** | $ 11,402,716 | $ 7,146,054 | $ 7,146,055 | $ 6,967,924 | $ 6,453,952 | -9.7% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Full-time equivalents: | | | | | | |
| City Manager | 3.00 | 3.50 | 3.50 | 3.50 | 3.50 | |
| Human Resources | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Economic Development | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| City Secretary | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Finance | 7.00 | 6.50 | 6.50 | 6.50 | 6.50 | |
| Municipal Court | 4.96 | 4.96 | 4.96 | 4.96 | 5.96 | |
| Information Services | 5.00 | 5.50 | 5.50 | 5.50 | 5.50 | |
| Communications | 3.00 | 2.50 | 2.50 | 2.50 | 2.50 | |
| General Government | 2.40 | 2.40 | 2.40 | 2.40 | 1.80 | |
| **Total Personnel** | 34.36 | 34.36 | 34.36 | 34.36 | 34.76 | 1.2% |



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# MAYOR AND CITY COUNCIL

## 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.
- 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.

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ FUNCTION AND CLASSIFICATION SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 19,394 | $ 19,394 | $ 19,395 | $ 19,395 | $ 19,394 | |
| **Supplies** | 5,171 | 11,600 | 11,600 | 11,883 | 11,600 | |
| **Maintenance and Services** | 6,474 | 27,820 | 27,820 | 25,603 | 27,820 | |
| **Subtotal** | 31,039 | 58,814 | 58,815 | 56,881 | 58,814 | 0.0% |
| **Total Expenditures** | $ 31,039 | $ 58,814 | $ 58,815 | $ 56,881 | $ 58,814 | 0.0% |

**~ 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 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personal Services** | $ - | $ - | $ - | $ - | $ - | |
| **Supplies** | **3,443** | **3,500** | **3,500** | **3,500** | **3,500** | |
| **Maintenance and Services** | **1,753** | **2,780** | **2,780** | **2,780** | **2,780** | |
| **Subtotal** | **5,196** | **6,280** | **6,280** | **6,280** | **6,280** | 0.0% |
| **Capital Outlay** | - | - | - | - | - | 100.0% |
| **Total Expenditures** | **$ 5,196** | **$ 6,280** | **$ 6,280** | **$ 6,280** | **$ 6,280** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 31 35 | Business Expenses | $ 3,443 | $ 3,500 | $ 3,500 | $ 3,500 | $ 3,500 | |
| | **Subtotal** | **3,443** | **3,500** | **3,500** | **3,500** | **3,500** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 41 45 | Special Council Expenditures | 699 | 1,600 | 1,600 | 1,600 | 1,600 | |
| 43 45 | Awards | 471 | 500 | 500 | 500 | 500 | |
| 51 20 | General Insurance | 69 | 90 | 90 | 90 | 90 | |
| 52 20 | Postage | 80 | 290 | 290 | 290 | 290 | |
| 54 10 | Printing and Binding | 434 | 300 | 300 | 300 | 300 | |
| | **Subtotal** | **1,753** | **2,780** | **2,780** | **2,780** | **2,780** | 0.0% |
| | **Total Expenditures** | **$ 5,196** | **$ 6,280** | **$ 6,280** | **$ 6,280** | **$ 6,280** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **107** | **750** | **750** | **1,033** | **750** | |
| **Maintenance and Services** | **2,287** | **3,740** | **3,740** | **1,523** | **3,740** | |
| **Total Expenditures** | **$ 4,980** | **$ 7,076** | **$ 7,076** | **$ 5,142** | **$ 7,076** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| Council At-Large Position #1 |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **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 | 2 | 2 | 2 | 2 | 2 | |
| | **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| | **Supplies:** | | | | | | |
| 31 35 | Business Expenses | 107 | 650 | 650 | 933 | 650 | |
| 31 90 | Other Supplies | - | 100 | 100 | 100 | 100 | |
| | **Subtotal** | **107** | **750** | **750** | **1,033** | **750** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 747 | 600 | 600 | 600 | 600 | |
| 52 10 | Telephone/Communications | - | 640 | 640 | 640 | 640 | 0.0% |
| 55 10 | Education and Training | 1,539 | 2,500 | 2,500 | 283 | 2,500 | |
| | **Subtotal** | **2,287** | **3,740** | **3,740** | **1,523** | **3,740** | 0.0% |
| | **Total Expenditures** | **$ 4,980** | **$ 7,076** | **$ 7,076** | **$ 5,142** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **370** | **750** | **750** | **750** | **750** | |
| **Maintenance and Services** | **492** | **3,740** | **3,740** | **3,740** | **3,740** | |
| **Total Expenditures** | **$ 3,448** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| Council At-Large Position #2 |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **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 | 2 | 2 | 2 | 2 | 2 | |
| | **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| | **Supplies:** | | | | | | |
| 31 35 | Business Expenses | 365 | 650 | 650 | 650 | 650 | |
| 31 90 | Other Supplies | 5 | 100 | 100 | 100 | 100 | |
| | **Subtotal** | **370** | **750** | **750** | **750** | **750** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 101 | 600 | 600 | 600 | 600 | |
| 52 10 | Telephone/Communications | - | 640 | 640 | 640 | 640 | |
| 55 10 | Education and Training | 391 | 2,500 | 2,500 | 2,500 | 2,500 | |
| | **Subtotal** | **492** | **3,740** | **3,740** | **3,740** | **3,740** | 0.0% |
| | **Total Expenditures** | **$ 3,448** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **160** | **1,350** | **1,350** | **1,350** | **1,350** | |
| **Maintenance and Services** | **-** | **3,140** | **3,140** | **3,140** | **3,140** | |
| **Total Expenditures** | **$ 2,746** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 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 | 2 | 2 | 2 | 2 | 2 | |
| | | **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| | | **Supplies:** | | | | | | |
| 31 | 35 | Business Expenses | 160 | 1,250 | 1,250 | 1,250 | 1,250 | |
| 31 | 90 | Other Supplies | - | 100 | 100 | 100 | 100 | |
| | | **Subtotal** | **160** | **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** | **$ 2,746** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **25** | **1,350** | **1,350** | **1,350** | **1,350** | |
| **Maintenance and Services** | **-** | **3,140** | **3,140** | **3,140** | **3,140** | |
| **Total Expenditures** | **$ 2,611** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| Council District 2 |

**~ EXPENDITURE DETAIL ~**

| | | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **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 | 2 | 2 | 2 | 2 | 2 | |
| | | **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| | | **Supplies:** | | | | | | |
| 31 | 35 | Business Expenses | 25 | 1,250 | 1,250 | 1,250 | 1,250 | |
| 31 | 90 | Other Supplies | - | 100 | 100 | 100 | 100 | |
| | | **Subtotal** | **25** | **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** | **$ 2,611** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **230** | **750** | **750** | **750** | **750** | |
| **Maintenance and Services** | **629** | **3,740** | **3,740** | **3,740** | **3,740** | |
| **Total Expenditures** | **$ 3,445** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 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 | 2 | 2 | 2 | 2 | 2 | |
| **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| **Supplies:** | | | | | | |
| 31 35 Business Expenses | 230 | 650 | 650 | 650 | 650 | |
| 31 90 Other Supplies | - | 100 | 100 | 100 | 100 | |
| **Subtotal** | **230** | **750** | **750** | **750** | **750** | 0.0% |
| **Maintenance and Services:** | | | | | | |
| 42 35 Dues, Subscriptions, Memberships | 629 | 600 | 600 | 600 | 600 | |
| 52 10 Telephone/Communications | - | 640 | 640 | 640 | 640 | 0.0% |
| 55 10 Education and Training | - | 2,500 | 2,500 | 2,500 | 2,500 | |
| **Subtotal** | **629** | **3,740** | **3,740** | **3,740** | **3,740** | 0.0% |
| **Total Expenditures** | **$ 3,445** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | **$ 2,586** | |
| **Supplies** | **189** | **750** | **750** | **750** | **750** | |
| **Maintenance and Services** | **451** | **3,740** | **3,740** | **3,740** | **3,740** | |
| **Total Expenditures** | **$ 3,226** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 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 | 2 | 2 | 2 | 2 | 2 | |
| | | **Subtotal** | **2,586** | **2,586** | **2,586** | **2,586** | **2,586** | 0.0% |
| | | **Supplies:** | | | | | | |
| 31 | 35 | Business Expenses | 189 | 650 | 650 | 650 | 650 | |
| 31 | 90 | Other Supplies | - | 100 | 100 | 100 | 100 | |
| | | **Subtotal** | **189** | **750** | **750** | **750** | **750** | 0.0% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 451 | 600 | 600 | 600 | 600 | |
| 52 | 10 | Telephone/Communications | - | 640 | 640 | 640 | 640 | 0.0% |
| 55 | 10 | Education and Training | - | 2,500 | 2,500 | 2,500 | 2,500 | |
| | | **Subtotal** | **451** | **3,740** | **3,740** | **3,740** | **3,740** | 0.0% |
| | | **Total Expenditures** | **$ 3,226** | **$ 7,076** | **$ 7,076** | **$ 7,076** | **$ 7,076** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 3,879** | **$ 3,878** | **$ 3,879** | **$ 3,879** | **$ 3,878** | |
| **Supplies** | **647** | **2,400** | **2,400** | **2,400** | **2,400** | |
| **Maintenance and Services** | **862** | **3,800** | **3,800** | **3,800** | **3,800** | |
| **Total Expenditures** | **$ 5,387** | **$ 10,078** | **$ 10,079** | **$ 10,079** | **$ 10,078** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| Mayor |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **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 | 3 | 3 | 4 | 4 | 3 | |
| | **Subtotal** | **3,879** | **3,878** | **3,879** | **3,879** | **3,878** | 0.0% |
| | **Supplies:** | | | | | | |
| 31 35 | Business Expenses | 598 | 2,300 | 2,300 | 2,300 | 2,300 | |
| 31 90 | Other Supplies | 49 | 100 | 100 | 100 | 100 | |
| | **Subtotal** | **647** | **2,400** | **2,400** | **2,400** | **2,400** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 52 10 | Telephone/Communications | 862 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 54 10 | Printing and Binding | - | 100 | 100 | 100 | 100 | |
| 55 10 | Education and Training | - | 2,500 | 2,500 | 2,500 | 2,500 | |
| | **Subtotal** | **862** | **3,800** | **3,800** | **3,800** | **3,800** | 0.0% |
| | **Total Expenditures** | **$ 5,387** | **$ 10,078** | **$ 10,079** | **$ 10,079** | **$ 10,078** | 0.0% |



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# CITY MANAGER

## 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, Assistant City Manager, Executive Assistant, 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 Chief of Police, 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.
- Consider 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 problem-solving.

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 358,045** | **$ 466,010** | **$ 466,010** | **$ 483,340** | **$ 492,876** | |
| **Supplies** | **1,274** | **1,700** | **1,700** | **1,700** | **1,700** | |
| **Maintenance and Services** | **2,939** | **9,150** | **9,150** | **9,150** | **9,150** | |
| **Total Expenditures** | **$ 362,258** | **$ 476,860** | **$ 476,860** | **$ 494,190** | **$ 503,726** | 5.6% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Assistant City Manager | - | 0.50 | 0.50 | 0.50 | 0.50 | |
| 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 | |
| **Total Personnel** | 3.00 | 3.50 | 3.50 | 3.50 | 3.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | **~ EXPENDITURE DETAIL ~** | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 252,933 | $ 332,644 | $ 332,644 | $ 348,000 | $ 357,562 | |
| 10 20 | Overtime | 321 | 1,200 | 1,200 | 100 | 1,200 | |
| 10 30 | Longevity | 1,440 | 2,850 | 2,850 | 2,850 | 1,958 | |
| 10 40 | Incentive Pay | 600 | 600 | 600 | 600 | 600 | |
| 20 10 | Retirement | 43,185 | 56,350 | 56,350 | 58,600 | 60,432 | |
| 20 20 | Social Security | 17,766 | 26,366 | 26,366 | 27,500 | 28,214 | |
| 20 40 | Insurance | 34,903 | 37,551 | 37,551 | 37,000 | 34,012 | |
| 20 50 | Workers' Compensation | 294 | 379 | 379 | 390 | 405 | |
| 20 55 | Long Term Disability | 603 | 720 | 720 | 800 | 993 | |
| 20 60 | Auto Allowance | 6,000 | 7,200 | 7,200 | 7,200 | 7,200 | |
| 20 65 | Cell Phone Allowance | - | 150 | 150 | 300 | 300 | |
| | **Subtotal** | **358,045** | **466,010** | **466,010** | **483,340** | **492,876** | 5.8% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 695 | 700 | 700 | 700 | 700 | |
| 31 35 | Business Expenses | 580 | 1,000 | 1,000 | 1,000 | 1,000 | |
| | **Subtotal** | **1,274** | **1,700** | **1,700** | **1,700** | **1,700** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 785 | 3,400 | 3,400 | 3,400 | 3,400 | |
| 43 90 | Outside Professional Services | - | - | - | - | - | |
| 51 20 | General Insurance | 627 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 52 20 | Postage | 332 | 400 | 400 | 400 | 400 | |
| 54 10 | Printing and Binding | - | 250 | 250 | 250 | 250 | |
| 55 10 | Education and Training | 1,194 | 4,100 | 4,100 | 4,100 | 4,100 | |
| | **Subtotal** | **2,939** | **9,150** | **9,150** | **9,150** | **9,150** | 0.0% |
| | **Total Expenditures** | **$ 362,258** | **$ 476,860** | **$ 476,860** | **$ 494,190** | **$ 503,726** | 5.6% |



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# HUMAN RESOURCES

## MISSION STATEMENT:

To provide systems and programs that equip, support and develop an excellent workforce. This is achieved 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 Director of Human Resources. 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: Automation – HR Technology

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.

- Automate and streamline employee resource information
- Online policies, benefits and recruitment information
- Online FMLA and COBRA processing
- Online up-to-date job descriptions with transparent compensation schedule
- Data management including both paper and electronic

Department Goal #2: Equitable and Empowering Practices – Policy Improvements

End inequities and injustices in the work of Human Resources through an examination of how our policies, procedures, and practices can be implemented to strengthen partnerships and build trust.

- Update the Personnel Policies and Procedures Manual for strong organizational values and modern practices
- Continue to review and update compensation structure as needed for best practices
- Culture of continuous improvement and alignment of practices for organizational success
- Training opportunities to all employees and management staff
- Professional Development Opportunities

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

Department Goal# 3: Recruitment & Selection

Improve recruitment and selection to build and maintain a diverse and talented workforce

- Utilize social media
- Update HR webpage to show transparency in City's benefits, pay structure, and incentives'



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- Develop step structure to help eliminate pay compression
- Participate in market and benefit surveys to ensure marketplace equity
- Competitive market salary structure
- Up-to-date recruitment process to find and acquire a quality workforce
- Current job descriptions to help eliminate employment barriers

Department Goal# 4: Workforce Development

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

- Workforce development
- Affordable Voluntary benefits
- Healthcare benefit guide
- Automated open enrollment
- Safety and Wellness Committees

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of FTE's | 302.06 | 306.54 | 310.54 |
| Average income per employee by hour | $25.06 | $25.71 | $27.00 |
| Number of vacancies filled: | 155 | 55 | 60 |
| Number of applications received: | 1413 | 1000 | 1200 |
| Percentages of new hires successfully completing probation | 60% | 80% | 85% |
| Number of grievances processed: | 2 | 1 | 1 |
| Number of performance evaluations processed (Includes annual and probationary period): | 214 | 215 | 220 |
| Percentage of appraisals completed on time | 50% | 60% | 70% |
| Number of worker compensation claims filed: | 55 | 25 | 30 |
| Number of employee development programs held: | | | |
| Management/Supervisors | 10 | 1 | 5 |
| Employees | 9 | 1 | 5 |
| Number of participants from the employee development programs | 280 | 290 | 290 |

## FY2021 BUDGET NOTES:

1. Employee Recognition Program was decreased by $5,000.
2. Other Professional Services for hiring assessments for Police and Fire personnel was decreased by $6,900 due to a decrease in the number of assessments needed based on less employee turnover.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 224,857** | **$ 245,640** | **$ 245,640** | **$ 254,901** | **$ 256,482** | |
| **Supplies** | **6,391** | **5,100** | **5,100** | **5,100** | **5,100** | |
| **Maintenance and Services** | **77,094** | **111,100** | **111,100** | **90,600** | **99,200** | |
| **Total Expenditures** | **$ 308,343** | **$ 361,840** | **$ 361,840** | **$ 350,601** | **$ 360,782** | -0.3% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Director of Human Resources | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Human Resources Generalist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| **Total Personnel** | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 159,848 | $ 172,661 | $ 172,661 | $ 183,000 | $ 183,207 | |
| 10 30 | Longevity | 535 | 975 | 975 | 983 | 1,328 | |
| 10 40 | Incentive Pay | 100 | - | - | 600 | 600 | |
| 20 10 | Retirement | 26,879 | 28,880 | 28,880 | 29,500 | 30,827 | |
| 20 20 | Social Security | 12,069 | 13,512 | 13,512 | 14,100 | 14,393 | |
| 20 40 | Insurance | 22,387 | 25,952 | 25,952 | 23,000 | 22,413 | |
| 20 50 | Workers' Compensation | 186 | 194 | 194 | 233 | 207 | |
| 20 55 | Long Term Disability | 403 | 466 | 466 | 485 | 508 | |
| 20 60 | Auto Allowance | 2,000 | 2,400 | 2,400 | 2,400 | 2,400 | |
| 20 65 | Cell Phone Allowance | 450 | 600 | 600 | 600 | 600 | |
| | **Subtotal** | **224,857** | **245,640** | **245,640** | **254,901** | **256,482** | 4.4% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 816 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 31 30 | Recruiting Expenses | 3,645 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 31 35 | Business Expenses | 844 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 31 90 | Other Supplies | 1,087 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 30 | Safety Equipment | - | 100 | 100 | 100 | 100 | |
| | **Subtotal** | **6,391** | **5,100** | **5,100** | **5,100** | **5,100** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 150 | 200 | 200 | 200 | 200 | |
| 42 65 | Retiree Recognition Program Expenses | 5,964 | 12,600 | 12,600 | 12,600 | 12,600 | |
| 42 70 | Employee Recognition Program Expenses | - | 30,000 | 30,000 | 25,000 | 25,000 | |
| 43 30 | Medical - Employee Recruitment | 24,511 | 22,000 | 22,000 | 22,000 | 22,000 | |
| 43 32 | Employee Drug Screening | 3,277 | 5,500 | 5,500 | 5,500 | 5,500 | |
| 43 45 | Awards | 2,678 | - | - | - | - | |
| 43 90 | Other Prof Services | 23,103 | 18,900 | 18,900 | 10,000 | 12,000 | |
| 51 20 | General Insurance | 413 | 500 | 500 | 500 | 500 | |
| 52 10 | Telephone/Communications | 70 | - | - | - | - | |
| 52 20 | Postage | 114 | 400 | 400 | 300 | 400 | |
| 53 10 | Advertising | - | 600 | 600 | 600 | 600 | |
| 54 10 | Printing and Binding | 1,090 | 400 | 400 | 400 | 400 | |
| 55 10 | Education and Training | 5,179 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 57 10 | Other Contractual Services | 10,544 | 14,000 | 14,000 | 7,500 | 14,000 | |
| | **Subtotal** | **77,094** | **111,100** | **111,100** | **90,600** | **99,200** | -10.7% |
| | **Total Expenditures** | **$ 308,343** | **$ 361,840** | **$ 361,840** | **$ 350,601** | **$ 360,782** | -0.3% |



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# ECONOMIC DEVELOPMENT

## PROGRAM DESCRIPTION:

The Rosenberg Development Corporation is the catalyst for growth and innovation to improve the quality of life for the citizens of Rosenberg. The Economic Development Department exists to recruit new, retain and assist in the expansion of existing businesses in the City including commercial, industrial and retail opportunities. Additionally, the Economic Development Department consists of the Main Street Program and Tourism efforts and the promotion of each. The Economic Development Department is 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 the initial point of contact for new retail, commercial and industrial prospects and recruitment. 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.***

Department Goal #1: Facilitate Business Recruitment Efforts.

Objectives:

- Continue aggressive recruitment efforts to attract new manufacturing, logistical, commercial and retail opportunities by attending various manufacturing, logistics, retail and site selector conferences to introduce new businesses and franchises to Rosenberg including attending events with Team Texas.
- Continue networking with the Governor's Office of Economic Development and Tourism, Greater Houston Partnership, Houston-Galveston Area Partnership, Fort Bend EDC, Port of Freeport, Port of Houston, Hwy 36A Coalition and the Brazoria Fort Bend Rail District to promote logistical operations in Rosenberg.
- Refresh the RDC Website including property listings to make it more attractive and usable for site selectors and businesses researching opportunities in Rosenberg.
- Partner with Fort Bend Global Initiatives on conducting prospect & consulate visits that promote Foreign Direct Investment Opportunities (FDI).
- Promote Available Property.
- Regularly attend Fort Bend Society of Commercial Realtor Meetings to promote available property in Rosenberg.

Department Goal #2: Continue Business Retention and Expansion Efforts.

Objectives:

- Continue Business Retention visits attempting to achieve 8 visits per quarter (We are looking at different options to conduct meetings virtually). Through the BRE program and discussions with business leaders, we anticipate gleaning a better understanding of our changing business climate.



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

Department Goal #3: Expand Tourism Efforts.

Objectives:

- Create and Promote Opportunities for Visitors to come to Rosenberg.
- Create new Tourism opportunities to attract folks to the City. These can include sporting events, festivals, etc. (These plans could be subject to required social distancing practices.)
- Create, design and install Wayfinding signage to make it easier for tourists to find our important locations.
- Continue multi-platform marketing highlighting Rosenberg tourism assets.

Department Goal #4: Facilitate external us of Hotel Occupancy Tax funding.

Objectives:

- Continue disseminating HOT grants to worthy projects to assist in growing our tourism base.

Department Goal #4: Facilitate Main Street Program.

Objectives:

- Continue to hold seasonal events.
- Continue the promotion of the Main Street Program.
- Continue creating and disseminating a newsletter highlighting activities in the main street area.
- Promote cultural arts designation by the Texas Commission on the Arts.
- Collaborate with Rosenberg Arts Alliance to create events in the district.
- Stay connected to the Texas Main Street design office and make design requests as needed.
- Carryout Façade Improvement and Downtown Improvement Grants.



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# ECONOMIC DEVELOPMENT

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| • Number of Site Visits Hosted | 30 | 22 | 25 |
| • Number of Business Retention Visits | 32 | 22 | 32 |
| • Number of Unique Website Visits | 8,000 | 8,500 | 10,000 |
| • Total Jobs Announced from RDC Projects | 450 | 470 | 470 |
| • Total Investment Announced by RDC Projects | $15,000,000 | $168,000,000 | $168,000,000 |

**Relevant Economic Indicators**

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| • Population | 39,935 | 40,300 | 41,000 |
| • Total Employment | 17,590 | 14,500 | 17,000 |
| • Unemployment Rate | 3.2% | 13.2% | 4.5% |
| • Sales Tax Receipts | $20,119,269 | $20,000,000 | $20,000,000 |
| • Number of Homes Built (City and ETJ) | 488 | 546 | 500 |
| • Number of Homes Platted (City and ETJ) | 796 | 800 | 650 |
| • Hotel Occupancy Tax Receipts | $537,357 | $450,000 | $450,000 |

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 301,080** | **$ 303,891** | **$ 303,891** | **$ 236,653** | **$ 289,287** | |
| **Maintenance and Services** | **694** | **1,025** | **1,025** | **935** | **1,025** | |
| **Total Expenditures** | **$ 301,774** | **$ 304,916** | **$ 304,916** | **$ 237,588** | **$ 290,312** | -4.8% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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 | 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 | $ 213,979 | $ 212,285 | $ 212,285 | $ 165,000 | $ 200,179 | |
| 10 20 Overtime | - | - | - | 440 | - | |
| 10 30 Longevity | 445 | 999 | 999 | 848 | 1,904 | |
| 10 40 Incentive Pay | 600 | 600 | 600 | 121 | - | |
| 20 10 Retirement | 36,785 | 36,539 | 36,539 | 27,500 | 34,685 | |
| 20 20 Social Security | 16,436 | 17,097 | 17,097 | 14,500 | 16,194 | |
| 20 40 Insurance | 24,143 | 25,952 | 25,952 | 21,500 | 25,952 | |
| 20 50 Workers' Compensation | 191 | 246 | 246 | 225 | 233 | |
| 20 55 Long Term Disability | 501 | 573 | 573 | 520 | 540 | |
| 20 60 Auto Allowance | 8,000 | 9,600 | 9,600 | 6,000 | 9,600 | |
| **Subtotal** | **301,080** | **303,891** | **303,891** | **236,653** | **289,287** | -4.8% |
| | **Maintenance and Services:** | | | | | |
| 51 20 General Insurance | 336 | 400 | 400 | 310 | 400 | |
| 52 10 Telephone/Communications | 358 | 625 | 625 | 625 | 625 | |
| **Subtotal** | **694** | **1,025** | **1,025** | **935** | **1,025** | 0.0% |
| **Total Expenditures** | **$ 301,774** | **$ 304,916** | **$ 304,916** | **$ 237,588** | **$ 290,312** | -4.8% |



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# CITY SECRETARY

## 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: Operational Excellence and Efficiency.

Objectives:

- Environmental stewardship, including reduction of City expense on records storage and standardization of records management across departments.
- Enhance the preservation of and access to City's historically valuable records yet maintain integrity of protected records.
- Deliver superior service to City Council, to exceed their expectations and enhance the public awareness of their roles, members, and jurisdiction.

Department Goal #2: Legal Compliance.

Objectives:

- Conduct legal City elections.
- Comply with current/new legislation through resource management and transparency in local government.

Department Goal #3: Customer Service.

Objectives:

- Enhance and promote accessibility to and services provided by the office of the City Secretary.
- Expand self-service solutions.



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of agendas and public notices posted on website 72 hours in advance of meeting/hearing: | 271 | 300 | 300 |
| Number of Regular/special Council meetings: | 57 | 45 | 50 |
| Number of hours of council meeting and minute transcription preparation: | 250/300 | 300/350 | 325/375 |
| Number of proclamations/certificates/awards prepared: | 211 | 250 | 250 |
| Number of Freedom of Information Act requests: | 336 | 450 | 500 |

## FY2021 BUDGET NOTES:

1. Only $2,000 of the $20,000 budget for Election Services for FY2020 was used due to the postponement of the May election. However, the budget for FY2021 will be increased to $38,000 to cover two elections (November 2020 and May 2021).



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 211,670** | **$ 222,703** | **$ 222,703** | **$ 238,150** | **$ 252,826** | |
| **Supplies** | **1,702** | **1,950** | **1,950** | **1,950** | **1,950** | |
| **Maintenance and Services** | **54,999** | **56,840** | **56,840** | **38,840** | **74,840** | |
| **Total Expenditures** | **$ 268,371** | **$ 281,493** | **$ 281,493** | **$ 278,940** | **$ 329,616** | 17.1% |
| **~ 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 Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| **Total Personnel** | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 156,492 | $ 164,924 | $ 164,924 | $ 176,700 | $ 184,912 | |
| 10 20 | Overtime | - | 300 | 300 | - | 300 | |
| 10 30 | Longevity | 450 | 1,238 | 1,238 | 855 | 1,193 | |
| 10 40 | Incentive Pay | 3,550 | 4,200 | 4,200 | 2,800 | 2,400 | |
| 11 10 | Salaries and Wages - Part Time | 1,373 | - | - | - | - | |
| 20 10 | Retirement | 26,869 | 28,295 | 28,295 | 28,000 | 31,328 | |
| 20 20 | Social Security | 12,332 | 13,240 | 13,240 | 13,750 | 14,627 | |
| 20 40 | Insurance | 7,612 | 7,471 | 7,471 | 13,000 | 14,942 | |
| 20 50 | Workers' Compensation | 189 | 190 | 190 | 200 | 209 | |
| 20 55 | Long Term Disability | 403 | 445 | 445 | 445 | 515 | |
| 20 60 | Auto Allowance | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | |
| | **Subtotal** | **211,670** | **222,703** | **222,703** | **238,150** | **252,826** | 13.5% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 1,556 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 31 35 | Business Expenses | 146 | 450 | 450 | 450 | 450 | |
| | **Subtotal** | **1,702** | **1,950** | **1,950** | **1,950** | **1,950** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 1,135 | 900 | 900 | 900 | 900 | |
| 51 20 | General Insurance | 531 | 830 | 830 | 830 | 830 | |
| 52 10 | Telephone/Communications | 589 | 660 | 660 | 660 | 660 | |
| 52 20 | Postage | 381 | 700 | 700 | 700 | 700 | |
| 52 30 | Freight and Express | 85 | 250 | 250 | 250 | 250 | |
| 53 10 | Advertising | 17,280 | 17,500 | 17,500 | 17,500 | 17,500 | |
| 54 10 | Printing and Binding | 3,866 | 9,000 | 9,000 | 9,000 | 9,000 | |
| 55 10 | Education and Training | 5,802 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 57 10 | Other Contractual Services- Shredding | 1,930 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 57 20 | Election Services | 23,401 | 20,000 | 20,000 | 2,000 | 38,000 | |
| | **Subtotal** | **54,999** | **56,840** | **56,840** | **38,840** | **74,840** | 31.7% |
| | **Total Expenditures** | **$ 268,371** | **$ 281,493** | **$ 281,493** | **$ 278,940** | **$ 329,616** | 17.1% |



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# FINANCE

## MISSION STATEMENT:

The Rosenberg Finance Department is committed to serving 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 seven 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, purchasing, as well as performing accounting duties such as accounts payable, payroll, grant management, capital asset management, general ledger reconciliations and project accounting. 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: Organizations excellence and customer service – by maintaining effective internal systems and processes, we enhance overall organizational performance and responsiveness to customer needs and expectations.

Objectives:

- Promote financial best practices and accountability.
- Web-Based Applications – Identify financial processes that can be automated to improve efficiencies for Department staff and City employees
- Provide software training for users of the Accounting software.



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

Department Goal# 3: Increase public access to use and timely information.

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.
- Create a Popular Annual Finance Report (PAFR) to communicate financial information in a simple and easy-to understand format to citizens and other stakeholders without a background in public finance.

Department Goal# 4: Workforce development and management – attracting, developing and retaining a high-quality, diverse and professional staff.

Objectives:

- Evaluate staffing levels that directly affect the finance and accounting operations
- Provide high-value educational and training opportunities to facilitate success.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Average number of days to process invoices | 28.00 | 28.00 | 25.00 |
| Average number of days to publish monthly reports after month-end | 29 | 28 | 20 |
| Accounts Payable Invoices Processed | 12,000 | 12,500 | 13,000 |
| Number of training hours for staff development | 120 | 70 | 100 |
| % Rate of Collection - Current Taxes | 99% | 99% | 99% |
| % Rate of Collection - Delinquent Taxes | 50% | 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 | 99% | 100% | 100% |
| Received GFOA Award for Popular Annual Financial Report (PAFR) | N/A | Yes | Yes |
| % of "Proficient" or higher ratings for PAFR Criteria | N/A | 80% | 100% |



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## FY2021 BUDGET NOTES:

1. Audit and Accounting Services increased by $5,825 due to the new contract.
2. Sales Tax Analysis decreased by $2,500 due to new contract.
3. Central Appraisal District services contract increased by $1,000.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 553,841 | $ 540,660 | $ 540,660 | $ 541,606 | $ 553,040 | |
| **Supplies** | 3,174 | 3,200 | 3,200 | 3,200 | 3,200 | |
| **Maintenance and Services** | 166,196 | 182,600 | 182,600 | 171,997 | 185,925 | |
| **Subtotal** | 723,211 | 726,460 | 726,460 | 716,803 | 742,165 | 2.2% |
| **Total Expenditures** | $ 723,211 | $ 726,460 | $ 726,460 | $ 716,803 | $ 742,165 | 2.2% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Assistant City Manager | 1.00 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Assistant Director of Finance | - | 1.00 | 1.00 | 1.00 | 1.00 | |
| Finance Manager | 1.00 | - | - | - | - | |
| Budget Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Purchasing 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 | |
| **Total Personnel** | 7.00 | 6.50 | 6.50 | 6.50 | 6.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 403,368 | $ 394,649 | $ 394,649 | $ 395,000 | $ 401,616 | |
| 10 20 | Overtime | 1,013 | - | - | - | - | |
| 10 30 | Longevity | 3,035 | 3,113 | 3,113 | 3,105 | 3,870 | |
| 10 40 | Incentive Pay | 3,450 | 2,400 | 2,400 | 2,700 | 3,900 | |
| 20 10 | Retirement | 66,296 | 65,672 | 65,672 | 65,672 | 67,423 | |
| 20 20 | Social Security | 31,007 | 30,728 | 30,728 | 30,728 | 31,479 | |
| 20 40 | Insurance | 41,186 | 41,090 | 41,090 | 41,090 | 41,090 | |
| 20 50 | Workers' Compensation | 465 | 442 | 442 | 445 | 451 | |
| 20 55 | Long Term Disability | 1,022 | 1,066 | 1,066 | 1,066 | 1,111 | |
| 20 60 | Auto Allowance | 2,400 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 20 65 | Cell Phone Allowance | 600 | 300 | 300 | 600 | 900 | |
| | **Subtotal** | **553,841** | **540,660** | **540,660** | **541,606** | **553,040** | 2.3% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 1,518 | 1,500 | 1,500 | 1,479 | 1,500 | |
| 31 35 | Business Expenses | 675 | 900 | 900 | 900 | 900 | |
| 31 90 | Other Supplies | 981 | 800 | 800 | 821 | 800 | |
| | **Subtotal** | **3,174** | **3,200** | **3,200** | **3,200** | **3,200** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 41 10 | Tax Assessing and Collecting Services | 6,076 | 6,200 | 6,200 | 6,097 | 6,200 | |
| 42 35 | Dues, Subscriptions, Memberships | 1,976 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 43 10 | Audit and Accounting Services | 41,550 | 43,900 | 43,900 | 43,900 | 49,725 | |
| 43 90 | Other Professional Services - Sales Tax Analysis | 25,503 | 28,500 | 28,500 | 25,000 | 25,000 | |
| 51 20 | General Insurance | 2,120 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 52 20 | Postage | 2,775 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 54 10 | Printing and Binding | 3,513 | 3,500 | 3,500 | 3,500 | 3,500 | |
| 55 10 | Education and Training | 7,518 | 8,500 | 8,500 | 6,500 | 8,500 | |
| 57 10 | Other Contractual Services - CAD | 75,165 | 85,000 | 85,000 | 80,000 | 86,000 | |
| | **Subtotal** | **166,196** | **182,600** | **182,600** | **171,997** | **185,925** | 1.8% |
| | **Total Expenditures** | **$ 723,211** | **$ 726,460** | **$ 726,460** | **$ 716,803** | **$ 742,165** | 2.2% |



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# MUNICIPAL COURT

## MISSION STATEMENT:

The mission of the 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 and Court Administrator. 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.
- Increase and improve the Municipal Court staff.

# MUNICIPAL COURT

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| **Cases Disposition** | | | |
| New cases filed | 8,077 | 8,500 | 8,600 |
| Dispositions: | | | |
| Bond Forfeitures/Applied | 181 | 94 | 90 |
| Dismissed/Not Guilty (other cases) | 925 | 948 | 950 |
| Dismissed DSC | 279 | 412 | 425 |
| Dismissed Deferred Disposition | 804 | 978 | 980 |
| Dismissed Proof Financial Responsibility | 41 | 62 | 65 |
| Dismissed Compliance | 271 | 380 | 390 |
| Community Service- Partial & Full | 50 | 64 | 65 |
| Appealed Cases | 7 | 5 | 5 |
| **Juvenile Activity** | | | |
| Transportation Code Cases Filed | 57 | 75 | 75 |
| Non-Driving Alcoholic Beverage Code Cases Filed | 40 | 31 | 30 |
| Violation of local Daytime Curfew Ordinance Cases Filed | 15 | 14 | 15 |
| All other Non-Traffic Fine-Only Cases Filed | 141 | 52 | 80 |
| Number of Juvenile Cases Filed (total) | 253 | 172 | 200 |
| **Warrant Activity** | | | |
| Warrant Issued | 1,700 | 561 | 1,500 |
| Warrant Cleared | 1,193 | 688 | 1,000 |
| **Trials Activity** | | | |
| Number of Non-Jury and Jury Trials | 7 | 13 | 11 |
| Number of Jury Notices Mailed | 251 | 450 | 450 |
| Show Cause Hearings Scheduled | 1,481 | 1,724 | 1,700 |
| Cases Assessed | 7,250 | 7,969 | 7,978 |
| Cases Satisfied by Jail Credit | 765 | 460 | 550 |
| Magistrate Warnings | 643 | 460 | 500 |

## FY2021 BUDGET NOTES:

1. An administrative positon from the Civic Center was reclassed to Municipal Court due to the decrease in activity and revenues at the Civic Center and the need for assistance at Municipal Court to more effectively work older accounts and issue warrants timelier.
2. Decrease of $3,500 for associated judges to cover weekends and holidays.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 369,180** | **$ 392,494** | **$ 392,494** | **$ 405,965** | **$ 450,303** | |
| **Supplies** | **4,661** | **5,100** | **5,100** | **5,100** | **5,700** | |
| **Maintenance and Services** | **13,101** | **26,100** | **26,100** | **15,600** | **22,600** | |
| **Total Expenditures** | **$ 386,943** | **$ 423,694** | **$ 423,694** | **$ 426,665** | **$ 478,603** | 13.0% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Municipal Court Judge | 0.48 | 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 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Clerk I | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 | |
| **Total Personnel** | 4.96 | 4.96 | 4.96 | 4.96 | 5.96 | 20.2% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**~ EXPENDITURE DETAIL ~**

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 160,618 | $ 169,790 | $ 169,790 | $ 169,500 | $ 208,748 | |
| 10 20 | Overtime | 342 | 2,000 | 2,000 | 515 | 2,000 | |
| 10 30 | Longevity | 1,295 | 2,333 | 2,333 | 2,333 | 2,903 | |
| 10 40 | Incentive Pay | 4,125 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 11 10 | Salaries and Wages - Part Time | 123,292 | 130,000 | 130,000 | 145,000 | 131,000 | |
| 20 10 | Retirement | 27,446 | 29,254 | 29,254 | 29,500 | 35,794 | |
| 20 20 | Social Security | 21,803 | 23,634 | 23,634 | 23,634 | 26,733 | |
| 20 40 | Insurance | 29,432 | 29,884 | 29,884 | 29,884 | 37,355 | |
| 20 50 | Workers' Compensation | 330 | 341 | 341 | 341 | 386 | |
| 20 55 | Long Term Disability | 497 | 458 | 458 | 458 | 584 | |
| | **Subtotal** | **369,180** | **392,494** | **392,494** | **405,965** | **450,303** | 14.7% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 4,348 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 31 35 | Business Expenses | 312 | 300 | 300 | 300 | 900 | |
| | **Subtotal** | **4,661** | **5,100** | **5,100** | **5,100** | **5,700** | 11.8% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 358 | 4,550 | 4,550 | 550 | 4,550 | |
| 51 20 | General Insurance | 475 | 700 | 700 | 700 | 700 | |
| 52 20 | Postage | 1,035 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 54 10 | Printing and Binding | 245 | 1,550 | 1,550 | 1,550 | 1,550 | |
| 55 10 | Education and Training | 4,543 | 4,300 | 4,300 | 4,300 | 4,300 | |
| 57 10 | Other Contractual Services | 345 | 3,000 | 3,000 | 1,500 | 3,000 | |
| 57 16 | Associate Judges Contractural Services | 6,100 | 10,000 | 10,000 | 5,000 | 6,500 | |
| | **Subtotal** | **13,101** | **26,100** | **26,100** | **15,600** | **22,600** | -13.4% |
| | **Total Expenditures** | **$ 386,943** | **$ 423,694** | **$ 423,694** | **$ 426,665** | **$ 478,603** | 13.0% |



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# CITY ATTORNEY

## 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.

## FY2021 BUDGET NOTES:

1. No changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Maintenance and Services** | **$ 401,253** | **$ 273,600** | **$ 273,600** | **$ 320,000** | **$ 273,600** | |
| **Total Expenditures** | **$ 401,253** | **$ 273,600** | **$ 273,600** | **$ 320,000** | **$ 273,600** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | Maintenance and Services: | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 43 | 90 | Other Professional Services | 45,553 | 20,000 | 20,000 | 20,000 | 20,000 | |
| 57 | 10 | Other Contractual Services | 355,701 | 253,600 | 253,600 | 300,000 | 253,600 | |
| | | **Total Expenditures** | **$ 401,253** | **$ 273,600** | **$ 273,600** | **$ 320,000** | **$ 273,600** | 0.0% |



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# CITY PROSECUTOR

## PROGRAM DESCRIPTION:

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

## FY2021 BUDGET NOTES:

1. No changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Maintenance and Services** | **$ 40,950** | **$ 42,000** | **$ 42,000** | **$ 42,000** | **$ 42,000** | |
| **Total Expenditures** | **$ 40,950** | **$ 42,000** | **$ 42,000** | **$ 42,000** | **$ 42,000** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 43 20 | Legal | $ 40,950 | $ 42,000 | $ 42,000 | $ 42,000 | $ 42,000 | |
| | **Total Expenditures** | **$ 40,950** | **$ 42,000** | **$ 42,000** | **$ 42,000** | **$ 42,000** | 0.0% |



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# TECHNOLOGY

## 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:

- Redesign and expand citywide network infrastructure.
- Implement Network security and Backup infrastructure.
- 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.

Department Goal #3: Centralize and Consolidate.

Objectives:

- Complete and improve Server Virtualization
- Continue to use Active Directory as single point of authentication
- Continue to bring 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



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimated | 2020-21 Projected |
|---|---|---|---|
| Total Service Requests | 5,576 | 4,700 | 4,200 |
| Total Completed Service Requests | 5,241 | 4,653 | 4,158 |
| Service Request Percent Complete | 90% | 99% | 99% |
| Network Up Time | 90% | 98% | 99% |

## FY2021 BUDGET NOTES:

1. Small Tools and Equipment was added in the amount of $1,000 to purchase small tools when needed.
2. Education and Training was decreased by $5,000.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 364,976 | $ 476,128 | $ 476,128 | $ 427,338 | $ 472,917 | |
| **Supplies** | 2,161 | 2,400 | 2,400 | 2,400 | 2,900 | |
| **Maintenance and Services** | 6,243 | 18,500 | 18,500 | 9,550 | 12,000 | |
| **Subtotal** | 373,380 | 497,028 | 497,028 | 439,288 | 487,817 | -1.9% |
| **Capital Outlay** | - | - | - | - | - | 0.0% |
| **Total Expenditures** | $ 373,380 | $ 497,028 | $ 497,028 | $ 439,288 | $ 487,817 | -1.9% |
| **~ 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 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Senior Administrative Specialist | - | 0.50 | 0.50 | 0.50 | 0.50 | |
| **Total Personnel** | 5.00 | 5.50 | 5.50 | 5.50 | 5.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | **~ EXPENDITURE DETAIL ~** | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 249,833 | $ 321,838 | $ 321,838 | $ 300,000 | $ 331,312 | |
| 10 20 | Overtime | 2,694 | 2,300 | 2,300 | 500 | - | |
| 10 30 | Longevity | 680 | 1,148 | 1,148 | 1,148 | 1,620 | |
| 10 40 | Incentive Pay | 1,200 | 6,450 | 6,450 | 600 | 600 | |
| 20 10 | Retirement | 43,098 | 55,514 | 55,514 | 50,000 | 55,730 | |
| 20 20 | Social Security | 18,264 | 25,974 | 25,974 | 20,000 | 26,021 | |
| 20 40 | Insurance | 41,498 | 53,869 | 53,869 | 48,000 | 49,740 | |
| 20 50 | Workers' Compensation | 297 | 374 | 374 | 350 | 375 | |
| 20 55 | Long Term Disability | 613 | 861 | 861 | 840 | 918 | |
| 20 60 | Auto Allowance | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 20 65 | Cell Phone Allowance | 2,000 | 3,000 | 3,000 | 1,100 | 1,800 | |
| | **Subtotal** | **364,976** | **476,128** | **476,128** | **427,338** | **472,917** | -0.7% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 400 | 1,000 | 1,000 | 1,000 | 500 | |
| 31 35 | Business Expenses | 1,695 | 1,400 | 1,400 | 1,400 | 1,400 | |
| 31 90 | Other Supplies | 66 | - | - | - | - | |
| 36 10 | Small Tools and Equipment | - | - | - | - | 1,000 | |
| | **Subtotal** | **2,161** | **2,400** | **2,400** | **2,400** | **2,900** | 20.8% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 354 | 2,000 | 2,000 | 500 | 500 | |
| 43 90 | Other Professional Services | - | 3,200 | 3,200 | 3,200 | 3,200 | |
| 51 20 | General Insurance | 522 | 600 | 600 | 600 | 600 | |
| 52 20 | Postage | 287 | 200 | 200 | 250 | 200 | |
| 55 10 | Education and Training | 5,079 | 12,500 | 12,500 | 5,000 | 7,500 | |
| | **Subtotal** | **6,243** | **18,500** | **18,500** | **9,550** | **12,000** | -35.1% |
| | **Total Expenditures** | **$ 373,380** | **$ 497,028** | **$ 497,028** | **$ 439,288** | **$ 487,817** | -1.9% |



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# COMMUNICATIONS

## MISSION STATEMENT:

To facilitate communications, programs, messages and values clearly and accurately in order to build trust and create an engaged and informed community; to serve the City as a whole and the community at large through the timely formulation and dissemination of accurate, relevant information regarding City services, programs and projects; to educate the public by means of all City communication tools including publications, website, social media, municipal television, media relations, emergency communications and community outreach; to serve as a resource to City departments for their specific communication needs; and to encourage understanding and participation in city government while enhancing awareness and pride in the City's rich history, accomplishments, programs and services.

## PROGRAM DESCRIPTION:

The Communications Department, under the leadership of the Director of Communications, develops and implements strategies and plans to communicate the City's message to residents, media and the general public to encourage understanding and participation in city government while enhancing awareness and pride in the City's rich history, accomplishments, programs and services.

The Department is responsible for community engagement, media relations, developing, planning and coordinating internal and external communications and campaigns to inform and educate the community on City programs, services and goals that promote and/or impact the overall quality of life, development, and the safety and welfare of our community.

The Communications Team produces the city's monthly newsletter – the Rosenberg Insider, the bimonthly Main Street Newsletter (with assistance from Economic Development) manages the city's website, social media channels, municipal cable channel and formulates press releases, statements, talking points and messaging for the City, as well as handling all media relations.

Services include print material, advertising, photography, videography, graphics, editorial and marketing direction.

## 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, track and analyze data continually.
- Establish guidelines for methods to survey and receive citizen opinions on City services, programs, etc. to ensure we are meeting citizen satisfaction and needs.
- Reevaluate, grow and/or reallocate resources as needed.



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# COMMUNICATIONS

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

Department Goal# 2: Continue to grow the department and utilize the unique talents that each position's role possesses to enhance our overall goals for the City and expand our marketing and branding efforts.

Objectives:

- Organize, train and build a solid City communications team.
- Continue to use innovative ways to address demand on department.
- Champion career development and professional growth.
- Creation of city-wide branding and graphic standards to create an identifiable, cohesive look and feel to the City.
- Development of Communications department-specific policies and procedures.

❖ ***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 and build public confidence.

Objectives:

- Strive for transparency and excellence.
- Public engagement with relevant topics and information.
- Explore avenues to enhance services to citizens through technology improvements.

Department Goal# 4: Increase social presence.

Objectives:

- Educate, inform and engage the public.
- Increase social media reach, engagement and interactions.
- Use social media to share timely, City-related information and initiatives.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Press releases distributed | 33 | 25 | 25 |
| Create and distribute Rosenberg Insider Newsletter | 12 | 12 | 12 |
| Create and distribute Main Street Newsletter | 6 | 6 | 6 |
| Professional certification and training attended | 1 | 0 | 2 |

## FY2021 BUDGET NOTES:

1. Subscription Services in the amount of $4,000 was reclassed to Dues, Subscriptions, Memberships ($3,000) and Other Professional Services ($1,000).



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 172,604** | **$ 211,532** | **$ 211,532** | **$ 210,334** | **$ 216,772** | |
| **Supplies** | **3,866** | **3,250** | **3,250** | **4,250** | **3,250** | |
| **Maintenance and Services** | **25,715** | **26,600** | **26,600** | **26,100** | **26,600** | |
| **Total Expenditures** | **$ 202,186** | **$ 241,382** | **$ 241,382** | **$ 240,684** | **$ 246,622** | 2.2% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Director of Communications | 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 | 1.00 | 0.50 | 0.50 | 0.50 | 0.50 | |
| **Total Personnel** | 3.00 | 2.50 | 2.50 | 2.50 | 2.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 130,681 | $ 153,358 | $ 153,358 | $ 153,000 | $ 155,573 | |
| 10 30 | Longevity | 305 | 315 | 315 | 225 | 615 | |
| 10 40 | Incentive Pay | 408 | 750 | 750 | - | - | |
| 20 10 | Retirement | 21,705 | 25,248 | 25,248 | 25,248 | 25,985 | |
| 20 20 | Social Security | 9,778 | 11,813 | 11,813 | 11,813 | 12,132 | |
| 20 40 | Insurance | 9,055 | 19,464 | 19,464 | 19,464 | 19,464 | |
| 20 50 | Workers' Compensation | 142 | 170 | 170 | 170 | 175 | |
| 20 55 | Long Term Disability | 330 | 414 | 414 | 414 | 428 | |
| 20 60 | Auto Allowance | - | - | - | - | 2,400 | |
| 20 65 | Cell Phone Allowance | 200 | - | - | - | - | |
| | **Subtotal** | **172,604** | **211,532** | **211,532** | **210,334** | **216,772** | 2.5% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 632 | 500 | 500 | 500 | 600 | |
| 31 35 | Business Expenses | 2,319 | 2,500 | 2,500 | 2,500 | 1,500 | |
| 31 90 | Other Supplies | 915 | 250 | 250 | 1,250 | 1,150 | |
| | **Subtotal** | **3,866** | **3,250** | **3,250** | **4,250** | **3,250** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 1,410 | 1,200 | 1,200 | 2,700 | 4,200 | |
| 43 90 | Other Professional Services | - | - | - | - | 1,000 | |
| 51 20 | General Insurance | 289 | 400 | 400 | 400 | 400 | |
| 52 10 | Telephone/Communications | 705 | 1,600 | 1,600 | 1,600 | 1,600 | |
| 53 10 | Advertising | 69 | - | - | - | - | |
| 54 10 | Newsletter Printing and Insertion Fees | 15,960 | 17,400 | 17,400 | 17,400 | 17,400 | |
| 55 10 | Education and Training | 5,489 | 2,000 | 2,000 | - | 2,000 | |
| 57 16 | Subscription Services | 1,794 | 4,000 | 4,000 | 4,000 | - | |
| | **Subtotal** | **25,715** | **26,600** | **26,600** | **26,100** | **26,600** | 0.0% |
| | **Total Expenditures** | **$ 202,186** | **$ 241,382** | **$ 241,382** | **$ 240,684** | **$ 246,622** | 2.2% |



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## PROGRAM DESCRIPTION:

The General Government activity includes expenditures and activities for general services and functions, such as funding for interns, health insurance contributions, City Hall building maintenance, and utilities including electricity and natural gas. 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.

## FY2021 BUDGET NOTES:

1. Transfer $503,650 to the General Supplement Fund (410) for:
    - $375,000 for Police Department Patrol vehicles video and computer replacement/upgrade
    - $19,000 for the equipment for the 3 new positions in the police department
    - $31,650 for a tractor for the Parks department
    - $38,000 for the carpet replacement at the Police Department
    - $40,000 for the redesign of the City website
2. Transfer $600,000 to Debt Service Fund to pay off a portion of the General Fund's portion of the 2012 Certificates of Obligation.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-2019 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 415,468 | $ 451,715 | $ 451,715 | $ 419,215 | $ 434,216 | |
| **Supplies** | 28,594 | 36,000 | 36,000 | 32,000 | 36,000 | |
| **Maintenance and Services** | 909,206 | 926,161 | 926,161 | 913,559 | 885,783 | |
| **Other Expenses** | - | 10,000 | 10,000 | 5,000 | 10,000 | |
| **Transfers** | 6,647,541 | 2,034,091 | 2,034,091 | 1,994,511 | 1,273,897 | |
| **Subtotal** | 8,000,809 | 3,457,967 | 3,457,967 | 3,364,285 | 2,639,896 | -23.7% |
| **Capital Outlay** | - | - | - | - | - | |
| **Total Expenditures** | $ 8,000,809 | $ 3,457,967 | $ 3,457,967 | $ 3,364,285 | $ 2,639,896 | -23.7% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Full-time equivalents: | | | | | | |
| Administrative Interns | 2.40 | 2.40 | 2.40 | 2.40 | 1.80 | |
| **Total Personnel** | 2.40 | 2.40 | 2.40 | 2.40 | 1.80 | -25.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-2019 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 11 10 | Salaries and Wages - Part Time | $ 36,389 | $ 58,200 | $ 58,200 | $ 40,000 | $ 51,240 | |
| 11 15 | Part Time Wages - Janitorial | - | 18,000 | 18,000 | 22,000 | 18,000 | |
| 20 10 | Retirement | - | 2,000 | 2,000 | 3,500 | 2,000 | |
| 20 20 | Social Security | 2,784 | 4,450 | 4,450 | 4,650 | 3,920 | |
| 20 30 | Unemployment Claims | 51,977 | 25,000 | 25,000 | 5,000 | 15,000 | |
| 20 40 | Insurance Admin/Contingency | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | |
| 20 45 | Insurance-City's Portion Retiree | 274,276 | 294,000 | 294,000 | 294,000 | 294,000 | |
| 20 50 | Workers' Compensation | 42 | 65 | 65 | 65 | 56 | |
| | **Subtotal** | **415,468** | **451,715** | **451,715** | **419,215** | **434,216** | -3.9% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 3,864 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 31 90 | Other Supplies | 5,205 | 8,000 | 8,000 | 4,000 | 8,000 | |
| 37 10 | Natural Gas | 707 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 37 20 | Electricity | 18,818 | 22,000 | 22,000 | 22,000 | 22,000 | |
| | **Subtotal** | **28,594** | **36,000** | **36,000** | **32,000** | **36,000** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 20 | Special Committee Expense | 395 | 1,000 | 1,000 | 2,500 | 1,000 | |
| 42 25 | Planning Commission Expenses | 389 | 500 | 500 | 500 | 500 | |
| 42 35 | Dues, Subscriptions, Memberships | 10,033 | 12,500 | 12,500 | 12,500 | 12,500 | |
| 42 45 | Safety Committee Expenses | - | 200 | 200 | 200 | 200 | |
| 42 60 | Technology Fees | 712,061 | 712,061 | 712,061 | 712,061 | 678,683 | |
| 42 70 | Employee Holiday Party | 13,973 | 16,800 | 16,800 | 18,911 | 16,800 | |
| 42 75 | Employee Appreciation | 11,393 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 43 35 | Taxes Due Fees | 2,238 | 500 | 500 | 500 | 500 | |
| 43 50 | Volunteer Committees | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| 43 90 | Outside Professional Services | 7,981 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 51 20 | General Insurance | 11,442 | 11,600 | 11,600 | 11,600 | 11,600 | |
| 52 10 | Radio/Communications | 43,236 | 35,000 | 35,000 | 40,000 | 40,000 | |
| 55 10 | Education and Training | 8,110 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 56 24 | Equipment Rentals | 1,165 | 5,000 | 5,000 | 2,000 | 3,000 | |
| 57 10 | Other Contractual Services | 1,040 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 57 15 | Janitorial Services | 14,148 | - | - | - | - | |
| 57 35 | MUD Reimbursement | 64,449 | 70,000 | 70,000 | 51,787 | 60,000 | |
| 63 10 | Building Repair and Maintenance | 7,153 | 25,000 | 25,000 | 25,000 | 25,000 | |
| 63 25 | Equipment Repair and Maintenance | - | 6,000 | 6,000 | 6,000 | 6,000 | |
| | **Subtotal** | **909,206** | **926,161** | **926,161** | **913,559** | **885,783** | -4.4% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-2019 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL CONTINUED~** | | | | | | |
| | **Other Expenses:** | | | | | | |
| 85 30 | Bad Debt Expense | - | 10,000 | 10,000 | 5,000 | 10,000 | |
| | **Subtotal** | **-** | **10,000** | **10,000** | **5,000** | **10,000** | 0.0% |
| | **Transfers:** | | | | | | |
| 92 19 | Transfer to RDC | 646,500 | - | - | - | - | |
| 92 30 | Transfer to Fire Station No. 3 Operating Fund | 194,469 | 94,469 | 94,469 | 94,469 | 94,469 | |
| 93 01 | Transfer to Debt Service Fund | 1,710,000 | - | - | - | 600,000 | |
| 94 10 | Transfer to General Supplemental Fund | 317,000 | 1,817,550 | 1,817,550 | 1,817,550 | 503,650 | |
| 94 30 | Transfer to County Mobility Fund | 2,650,000 | - | - | - | - | |
| 95 01 | Transfer to Water/Wastewater Fund | 68,072 | 68,072 | 68,072 | 28,492 | 47,278 | |
| 95 15 | Transfer to Water/Wastewater Supplemental | 1,000,000 | - | - | - | - | |
| 95 60 | Transfer to Civic Center Fund | 24,000 | 54,000 | 54,000 | 54,000 | 28,500 | |
| 96 03 | Transfer to Technology Fund | 37,500 | - | - | - | - | |
| | **Subtotal** | **6,647,541** | **2,034,091** | **2,034,091** | **1,994,511** | **1,273,897** | -37.4% |
| | **Total Expenditures** | **$ 8,000,809** | **$ 3,457,967** | **$ 3,457,967** | **$ 3,364,285** | **$ 2,639,896** | -23.7% |



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# COMMUNITY DEVELOPMENT

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



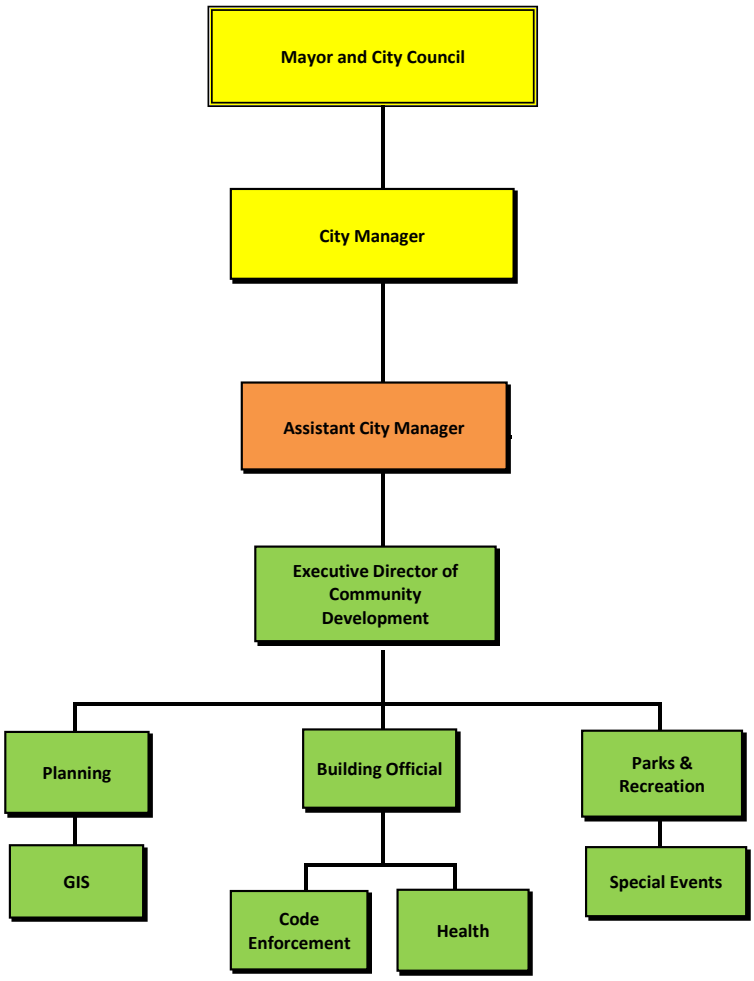


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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

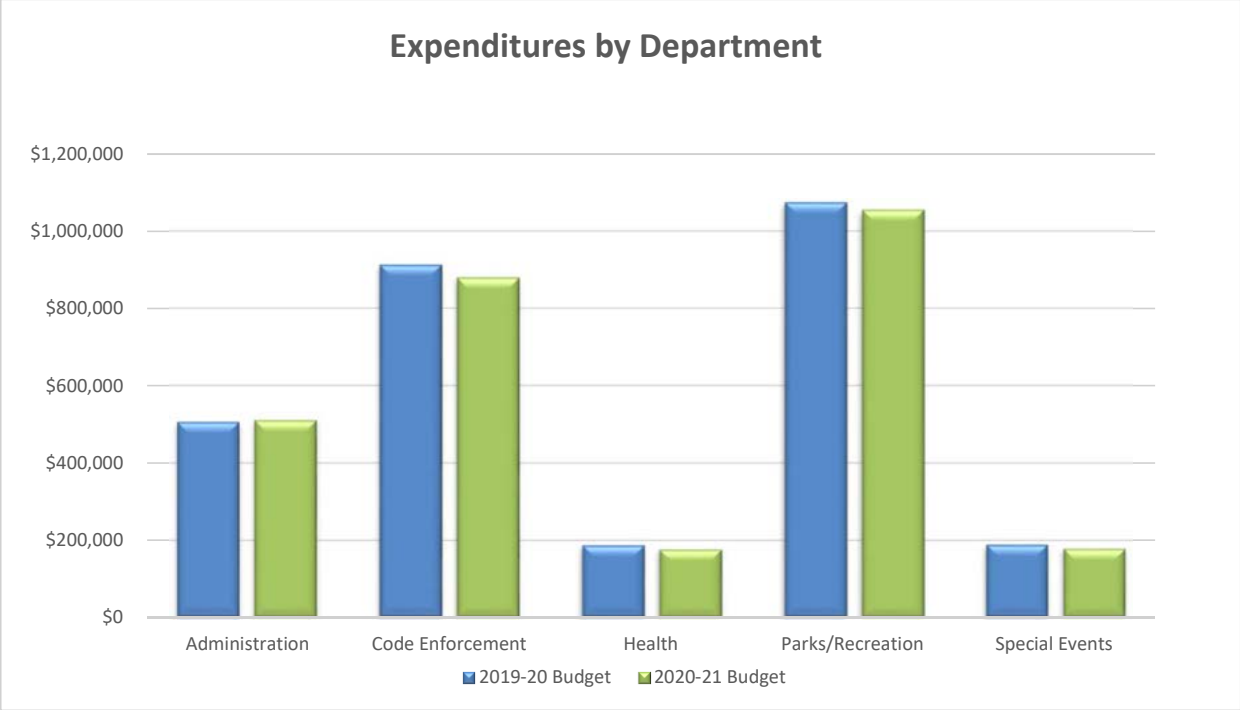
## Community Development Organizational Chart

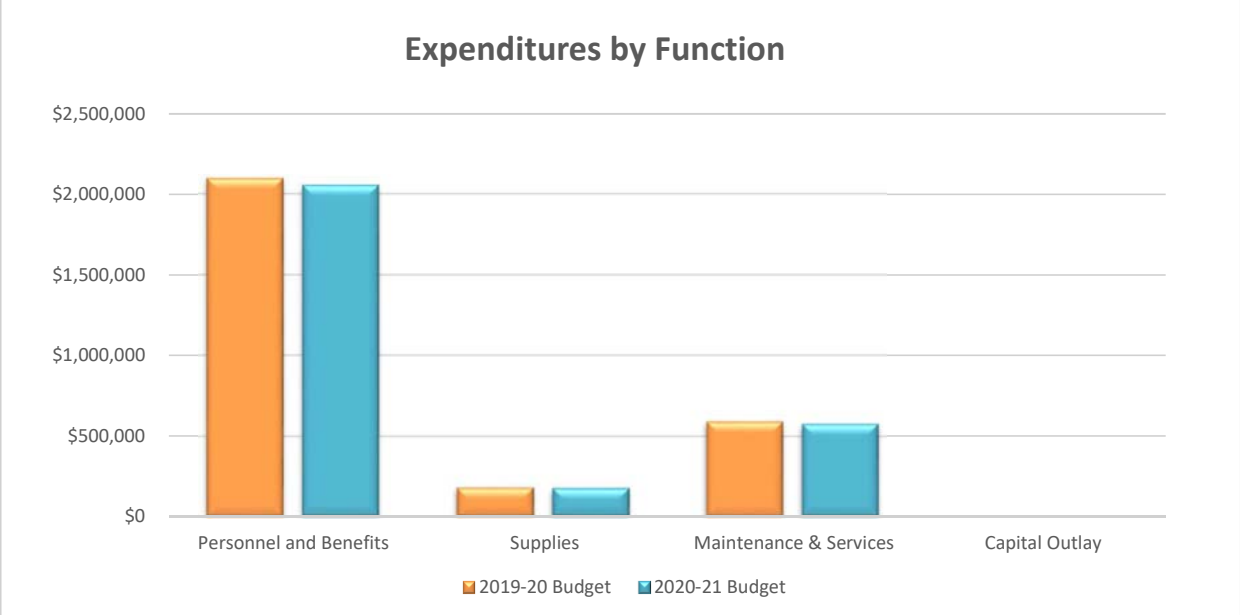





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## Community Development






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **Personnel and Benefits** | **$ 1,815,450** | **$ 2,096,766** | **$ 2,096,766** | **$ 2,024,257** | **$ 2,055,186** | |
| **Supplies** | **$ 145,763** | **$ 180,980** | **$ 180,980** | **$ 181,180** | **$ 177,730** | |
| **Maintenance and Services** | **$ 473,325** | **$ 589,916** | **$ 589,916** | **$ 527,739** | **$ 574,585** | |
| **Subtotal** | **2,434,538** | **2,867,662** | **2,867,662** | **2,733,176** | **2,807,501** | -2.1% |
| **Capital Outlay** | - | - | - | - | - | 100.0% |
| **Total Expenditures** | **$ 2,434,538** | **$ 2,867,662** | **$ 2,867,662** | **$ 2,733,176** | **$ 2,807,501** | -2.1% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Planning | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | |
| Code Enforcement | 9.00 | 11.00 | 11.00 | 11.00 | 11.00 | |
| Health | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Parks and Recreation Programming | 8.50 | 8.50 | 8.50 | 8.00 | 8.00 | |
| **Total Personnel** | 24.50 | 26.50 | 26.50 | 26.00 | 26.00 | -1.9% |



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# PLANNING

## MISSION STATEMENT:

The mission of the City of Rosenberg's Planning and GIS 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 and GIS 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:

- Continue implementing the Unified Development Code (UDC) and make/propose changes as necessary.
- Complete an assessment of MUDs within the City limits and ETJ to verify compliance with applicable rules and regulations
- Implement revised Parkland Dedication ordinance
- Continue to improve the documentation of impact fee and parkland payments through InCode and EnerGov
- Continue working with Tyler Technologies to better document Planning cases
- Transition to complete electronic review of plat submittals
- Review and update the Comprehensive Plan and Master Thoroughfare Plan with any necessary changes identified through implementation

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

Department Goals:

- Promote greater availability and access to City data
- Review and update the Comprehensive Plan and Master Thoroughfare Plan with any necessary changes identified through implementation



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❖ ***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
- Install a customer portal at the front of the City Hall Annex with aid from Information Services
- Explore avenues to supply up-to-date and relevant information to the public and developers
- Utilize budget as necessary to accommodate potential new training opportunities
- Create editable web maps
- Create web maps for citizen reporting and interaction
- Plan for future growth of GIS Division to facilitate the above

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of plats reviewed | 60 | 55 | 60 |
| Number of Planned Unit Developments/variances reviewed | 5 | 5 | 5 |
| Addresses Assigned | 549 | 600 | 650 |
| Web map hits | 9,339 | 10,500 | 12,000 |
| Total water main line mileage mapped in GIS system | 273 | 282 | 291 |
| Total sanitary sewer main line mileage mapped in GIS system | 225 | 232 | 239 |
| Total storm sewer main line mileage mapped in GIS system | 197 | 204 | 211 |
| Number of ordinance updates presented to the Planning Commission | 5 | 5 | 5 |
| Number of ordinance updates presented to the City Council | 3 | 5 | 3 |

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 467,104** | **$ 490,185** | **$ 490,185** | **$ 490,950** | **$ 497,736** | |
| **Supplies** | **1,427** | **1,880** | **1,880** | **1,880** | **1,880** | |
| **Maintenance and Services** | **8,701** | **13,300** | **13,300** | **13,050** | **13,300** | |
| **Total Expenditures** | **$ 477,232** | **$ 505,365** | **$ 505,365** | **$ 505,880** | **$ 512,916** | 1.5% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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 Adminstrative 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% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**~ EXPENDITURE DETAIL ~**

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 333,705 | $ 349,169 | $ 349,169 | $ 349,169 | $ 354,369 | |
| 10 | 30 | Longevity | 1,280 | 2,280 | 2,280 | 2,370 | 2,730 | |
| 10 | 40 | Incentive Pay | 775 | 600 | 600 | 1,275 | 900 | |
| 20 | 10 | Retirement | 56,271 | 58,442 | 58,442 | 58,442 | 59,544 | |
| 20 | 20 | Social Security | 25,092 | 27,346 | 27,346 | 27,346 | 27,800 | |
| 20 | 40 | Insurance | 43,312 | 45,612 | 45,612 | 45,612 | 45,612 | |
| 20 | 50 | Workers' Compensation | 385 | 393 | 393 | 393 | 400 | |
| 20 | 55 | Long Term Disability | 885 | 943 | 943 | 943 | 981 | |
| 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** | **467,104** | **490,185** | **490,185** | **490,950** | **497,736** | 1.5% |
| | | **Supplies:** | | | | | | |
| 31 | 10 | Office Supplies | 1,427 | 1,880 | 1,880 | 1,880 | 1,880 | |
| | | **Subtotal** | **1,427** | **1,880** | **1,880** | **1,880** | **1,880** | 0.0% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 934 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 51 | 20 | General Insurance | 1,229 | 1,400 | 1,400 | 1,150 | 1,400 | |
| 52 | 20 | Postage | 60 | 100 | 100 | 100 | 100 | |
| 54 | 10 | Printing and Binding | 75 | 300 | 300 | 300 | 300 | |
| 55 | 10 | Education and Training | 6,403 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 57 | 10 | Other Contractual Services | - | 2,000 | 2,000 | 2,000 | 2,000 | |
| 63 | 25 | Equipment Repair and Maintenance | - | 500 | 500 | 500 | 500 | |
| | | **Subtotal** | **8,701** | **13,300** | **13,300** | **13,050** | **13,300** | 0.0% |
| | | **Total Expenditures** | **$ 477,232** | **$ 505,365** | **$ 505,365** | **$ 505,880** | **$ 512,916** | 1.5% |



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# CODE ENFORCEMENT

## 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, under the direction of the Executive Director of Community Development, is made up of three divisions: 1) building permits and inspections, 2) general code enforcement, and 3) 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 high grass control, debris removal, and the investigation and demolition of dangerous structures.

## 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.
- 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, its staff, and its 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 online scheduling, which will provide the convenience of scheduling inspections and submitting meeting requests.
- Online plan-tracking and plat-tracking for contractors and developers.



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# CODE ENFORCEMENT

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimated | 2020-21 Projected |
|---|---|---|---|
| Total number of permits issued | 2,644 | 3,496 | 3,801 |
| Total number of plans checked | 641 | 636 | 655 |
| Percent of plans reviewed in one week (Residential) | 100% | 100% | 97% |
| Percent of plans reviewed in two weeks (Commercial) | 100% | 95% | 90% |
| Total permit valuation (in millions) | 117 | 222 | 249 |
| Total fees collected for permits | 2,340,338 | 2,438,281 | 2,511,429 |
| Total amount of plan review fees collected | 288,608 | 272,047 | 280,209 |
| Total permit fees less Plan review fees | 2,051,730 | 2,166,233 | 2,231,220 |
| Field inspections conducted (building) | 7,467 | 8,312 | 8,561 |
| Code Complaints investigated | 805 | 716 | 790 |
| Dangerous Buildings investigated | 2 | 5 | 4 |
| Dangerous buildings Demolished | 2 | 4 | 4 |
| Junk vehicle investigation | 120 | 168 | 170 |
| Number of training hours for state licenses | 42 | 42 | 44 |
| Number of training hours for certification | 140 | 140 | 140 |

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 600,591** | **$ 801,915** | **$ 801,915** | **$ 739,286** | **$ 768,340** | |
| **Supplies** | **19,961** | **25,700** | **25,700** | **25,900** | **26,450** | |
| **Maintenance and Services** | **36,750** | **84,900** | **84,900** | **75,400** | **85,570** | |
| **Total Expenditures** | **$ 657,303** | **$ 912,515** | **$ 912,515** | **$ 840,586** | **$ 880,360** | -3.5% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Director of Code Compliance/Building Officia | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Plans Examiner | - | 1.00 | 1.00 | 1.00 | 1.00 | |
| Code Compliance Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Building Inspector | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Code Compliance Officer | 2.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Administrative Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| **Total Personnel** | 9.00 | 11.00 | 11.00 | 11.00 | 11.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 407,935 | $ 535,890 | $ 535,890 | $ 500,000 | $ 526,260 | |
| 10 20 | Overtime | 7,757 | 1,500 | 1,500 | 3,500 | 1,500 | |
| 10 30 | Longevity | 3,060 | 5,588 | 5,588 | 4,481 | 3,608 | |
| 10 40 | Incentive Pay | 5,707 | 6,300 | 6,300 | 9,900 | 9,900 | |
| 11 15 | Part Time Wages - Janitorial | 4,435 | 30,506 | 30,506 | 7,500 | 7,500 | |
| 20 10 | Retirement | 71,895 | 90,985 | 90,985 | 85,000 | 89,769 | |
| 20 20 | Social Security | 31,932 | 42,570 | 42,570 | 40,000 | 41,914 | |
| 20 40 | Insurance | 59,827 | 79,035 | 79,035 | 80,000 | 79,035 | |
| 20 50 | Workers' Compensation | 279 | 894 | 894 | 875 | 808 | |
| 20 55 | Long Term Disability | 1,190 | 1,447 | 1,447 | 1,430 | 1,447 | |
| 20 60 | Auto Allowance | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 20 65 | Cell Phone Allowance | 1,775 | 2,400 | 2,400 | 1,800 | 1,800 | |
| | **Subtotal** | **600,591** | **801,915** | **801,915** | **739,286** | **768,340** | -4.2% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 2,488 | 2,000 | 2,000 | 2,000 | 2,200 | |
| 31 40 | Clothing | 3,574 | 4,200 | 4,200 | 4,200 | 4,200 | |
| 31 90 | Other Supplies | 2,053 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 35 10 | Motor Vehicle Repair Supplies | 2,828 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 36 10 | Small Tools and Equipment | 115 | 1,000 | 1,000 | 1,200 | 1,250 | |
| 37 20 | Electricity | 3,658 | 4,500 | 4,500 | 4,500 | 4,800 | |
| 37 30 | Fuel, Oil and Lubricants | 5,245 | 8,000 | 8,000 | 8,000 | 8,000 | |
| | **Subtotal** | **19,961** | **25,700** | **25,700** | **25,900** | **26,450** | 2.9% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 224 | 900 | 900 | 900 | 900 | |
| 43 90 | Other Professional Services | - | 15,750 | 15,750 | 7,500 | 15,750 | |
| 51 20 | General Insurance | 4,872 | 6,100 | 6,100 | 4,850 | 6,100 | |
| 52 10 | Telephone/Communications | 1,025 | 2,400 | 2,400 | 2,400 | 2,400 | |
| 52 20 | Postage | 3,800 | 5,250 | 5,250 | 5,250 | 5,250 | |
| 54 10 | Printing and Binding | 736 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 55 10 | Education and Training | 10,627 | 13,500 | 13,500 | 13,500 | 14,170 | |
| 56 25 | Fleet Replacement | 2,308 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 57 10 | Other Cont Services (Mowing, Dangerous Bldgs) | 7,703 | 30,000 | 30,000 | 30,000 | 30,000 | |
| 57 15 | Janitorial Services | 1,638 | - | - | - | - | |
| 63 10 | Building Repair and Maintenance | 3,817 | 4,500 | 4,500 | 4,500 | 4,500 | |
| 63 26 | Radio Repair and Maintenance | - | 500 | 500 | 500 | 500 | |
| | **Subtotal** | **36,750** | **84,900** | **84,900** | **75,400** | **85,570** | 0.8% |
| | **Total Expenditures** | **$ 657,303** | **$ 912,515** | **$ 912,515** | **$ 840,586** | **$ 880,360** | -3.5% |



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## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

The Consumer Health Division, under the direction of the Executive Director of Community Development 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.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Food establishment permits issued | 270 | 270 | 300 |
| Temporary food permits issued | 316 | 320 | 330 |
| Percent increase(decrease) in temporary permits | 19% | 10% | 10% |
| Food establishment inspections/investigations | 559 | 600 | 640 |
| Temporary establishment inspections | 174 | 123 | 150 |
| Consumer complaints/investigations | 30 | 26 | 30 |
| Public health consultations | 2167 | 2079 | 2090 |
| Plans reviewed | 19 | 25 | 30 |
| % of food service establishments inspected at least bi-annually | 100% | 100% | 100% |
| % of food service establishments inspected within 24 to 72 hours of complaint | 100% | 100% | 100% |

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 166,662** | **$ 172,458** | **$ 172,458** | **$ 167,584** | **$ 164,109** | |
| **Supplies** | **3,356** | **3,900** | **3,900** | **3,900** | **3,900** | |
| **Maintenance and Services** | **6,723** | **10,360** | **10,360** | **10,122** | **10,360** | |
| **Total Expenditures** | **$ 176,741** | **$ 186,718** | **$ 186,718** | **$ 181,606** | **$ 178,369** | -4.5% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 120,855 | $ 123,968 | $ 123,968 | $ 120,000 | $ 114,379 | |
| 10 | 30 | Longevity | 625 | 1,118 | 1,118 | 1,118 | 285 | |
| 10 | 40 | Incentive Pay | 1,200 | 1,200 | 1,200 | 1,300 | 900 | |
| 20 | 10 | Retirement | 20,286 | 20,697 | 20,697 | 20,000 | 18,935 | |
| 20 | 20 | Social Security | 9,210 | 9,684 | 9,684 | 9,600 | 8,841 | |
| 20 | 40 | Insurance | 13,674 | 14,942 | 14,942 | 14,942 | 18,481 | |
| 20 | 50 | Workers' Compensation | 189 | 367 | 367 | 367 | 335 | |
| 20 | 55 | Long Term Disability | 323 | 182 | 182 | 182 | 153 | |
| 20 | 65 | Cell Phone Allowance | 300 | 300 | 300 | 75 | 1,800 | |
| | | **Subtotal** | **166,662** | **172,458** | **172,458** | **167,584** | **164,109** | -4.8% |
| | | **Supplies:** | | | | | | |
| 31 | 10 | Office Supplies | 1,050 | 1,050 | 1,050 | 1,050 | 1,050 | |
| 31 | 40 | Clothing | 522 | 550 | 550 | 550 | 550 | |
| 31 | 90 | Other Supplies | 479 | 600 | 600 | 600 | 600 | |
| 35 | 10 | Motor Vehicle Repair Supplies | 510 | 500 | 500 | 500 | 500 | |
| 37 | 30 | Fuel, Oil and Lubricants | 795 | 1,200 | 1,200 | 1,200 | 1,200 | |
| | | **Subtotal** | **3,356** | **3,900** | **3,900** | **3,900** | **3,900** | 0.0% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 435 | 500 | 500 | 500 | 500 | |
| 51 | 20 | General Insurance | 1,546 | 1,700 | 1,700 | 1,462 | 1,700 | |
| 52 | 10 | Telephone/Communications | - | 300 | 300 | 300 | 300 | |
| 52 | 20 | Postage | - | 660 | 660 | 660 | 660 | |
| 54 | 10 | Printing and Binding | 326 | 400 | 400 | 400 | 400 | |
| 55 | 10 | Education and Training | 2,016 | 4,400 | 4,400 | 4,400 | 4,400 | |
| 56 | 25 | Fleet Replacement | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | |
| | | **Subtotal** | **6,723** | **10,360** | **10,360** | **10,122** | **10,360** | 0.0% |
| | | **Total Expenditures** | **$ 176,741** | **$ 186,718** | **$ 186,718** | **$ 181,606** | **$ 178,369** | -4.5% |



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# PARKS AND RECREATION

## 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 Department, under the direction of the Executive Director of Community Development and the Director of Parks and Recreation, is 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 infrastructure. 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 with the assistance of local volunteers which include the Easter Egg Hunt, the annual Children's Fishing Tournament, Booberg, Memorial Day, 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:

- Start implementation on recently approved comprehensive Parks and Recreation Master Plan Update.
- Create and implement a plan for Dry Creek parkland.
- 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.

❖ ***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 adjust 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.



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Projected | 2020-21 Estimate |
|---|---|---|---|
| Park acreage maintained (developed) | 451 | 451 | 451 |
| Man hours used: | | | |
| Mowing parks (all City areas) | 1499 | 1700 | 1700 |
| Trash clean up | 4674 | 4800 | 4600 |
| Park maintenance | 1686 | 1600 | 1600 |
| Flower bed maintenance/Tree trimming | 336 | 300 | 300 |
| Weed/fire ant control | 84 | 70 | 90 |
| Assisting other Departments | 446 | 300 | 400 |

## FY2021 BUDGET NOTES:

1. An administrative positon that had shared duties with Parks & Civic Center was reclassed to Municipal Court due to the decrease in activity and revenues at the Civic Center and the need for assistance at Municipal Court to more effectively work older accounts and issue warrants timelier.
2. Electricity was reduced by $5,000.
3. The budgeted line item for other contractual services with LCISD for the use of the natatorium was removed due to no activity with the program.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 559,658** | **$ 607,200** | **$ 607,200** | **$ 600,900** | **$ 597,963** | |
| **Supplies** | **121,019** | **149,500** | **149,500** | **149,500** | **145,500** | |
| **Maintenance and Services** | **288,325** | **318,076** | **318,076** | **308,076** | **312,075** | |
| **Total Expenditures** | **$ 969,002** | **$ 1,074,776** | **$ 1,074,776** | **$ 1,058,476** | **$ 1,055,538** | -1.8% |
| **~ 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 | |
| Civic Center & Events Manager | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | - | - | |
| M&O Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| M&O Assistant | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| **Total Personnel** | 8.50 | 8.50 | 8.50 | 8.00 | 8.00 | -5.9% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**~ EXPENDITURE DETAIL ~**

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 363,239 | $ 391,715 | $ 391,715 | $ 391,715 | $ 383,156 | |
| 10 | 20 | Overtime | 17,393 | 16,000 | 16,000 | 10,000 | 16,000 | |
| 10 | 30 | Longevity | 3,775 | 6,353 | 6,353 | 6,353 | 7,088 | |
| 10 | 40 | Incentive Pay | 1,225 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 11 | 15 | Program Salaries and Wages | 1,320 | 7,443 | 7,443 | 7,443 | 7,443 | |
| 20 | 10 | Retirement | 64,977 | 69,946 | 69,946 | 69,946 | 68,815 | |
| 20 | 20 | Social Security | 27,834 | 32,728 | 32,728 | 32,728 | 32,128 | |
| 20 | 40 | Insurance | 71,566 | 72,350 | 72,350 | 72,350 | 72,940 | |
| 20 | 50 | Workers' Compensation | 2,445 | 3,016 | 3,016 | 3,016 | 3,003 | |
| 20 | 55 | Long Term Disability | 1,060 | 1,049 | 1,049 | 1,049 | 1,091 | |
| 20 | 60 | Auto Allowance | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | |
| 20 | 65 | Cell Phone Allowance | 25 | 300 | 300 | - | - | |
| | | **Subtotal** | **559,658** | **607,200** | **607,200** | **600,900** | **597,963** | -1.5% |
| | | **Supplies:** | | | | | | |
| 31 | 10 | Office Supplies | 67 | 600 | 600 | 600 | 600 | |
| 31 | 40 | Clothing | 2,458 | 3,500 | 3,500 | 3,500 | 3,500 | |
| 31 | 90 | Other Supplies | 1,313 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 34 | 10 | Botanical & Agricultural Supplies | 10,462 | 17,500 | 17,500 | 17,500 | 17,500 | |
| 34 | 20 | Medical Supplies | 355 | 600 | 600 | 600 | 600 | |
| 34 | 30 | Cleaning Supplies | 7,094 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 35 | 10 | Motor Vehicle Repair Supplies | 5,564 | 2,500 | 2,500 | 3,500 | 3,000 | |
| 35 | 20 | Building Materials and Supplies | 2,266 | 4,500 | 4,500 | 4,500 | 4,500 | |
| 35 | 30 | Plumbing Supplies | 7,513 | 4,000 | 4,000 | 5,000 | 6,000 | |
| 35 | 35 | Electrical Supplies | 2,840 | 7,000 | 7,000 | 7,000 | 7,000 | |
| 36 | 10 | Small Tools and Equipment | 3,499 | 7,000 | 7,000 | 7,000 | 6,000 | |
| 36 | 50 | Recreation Program Supplies | 5,048 | 8,000 | 8,000 | 6,000 | 8,000 | |
| 37 | 10 | Natural Gas | 610 | 1,300 | 1,300 | 1,300 | 1,300 | |
| 37 | 20 | Electricity | 60,608 | 67,500 | 67,500 | 67,500 | 62,000 | |
| 37 | 30 | Fuel, Oil and Lubricants | 11,320 | 12,500 | 12,500 | 12,500 | 12,500 | |
| | | **Subtotal** | **121,019** | **149,500** | **149,500** | **149,500** | **145,500** | -2.7% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 470 | 1,250 | 1,250 | 1,250 | 1,250 | |
| 51 | 20 | General Insurance | 16,248 | 16,500 | 16,500 | 16,500 | 16,500 | |
| 52 | 10 | Telephone/Communications | 1,753 | 1,400 | 1,400 | 1,400 | 1,400 | |
| 52 | 20 | Postage | 61 | 100 | 100 | 100 | 100 | |
| 55 | 10 | Education and Training | 315 | 2,500 | 2,500 | 2,500 | 2,500 | |
| 56 | 24 | Equipment Rentals | 2,477 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 56 | 25 | Fleet Replacement | 11,825 | 11,826 | 11,826 | 11,826 | 15,825 | |
| 57 | 10 | Other Contractual Services - LCISD | 30 | 10,000 | 10,000 | - | - | |
| 57 | 12 | Other Contractual Services - YMCA | 20,000 | 15,000 | 15,000 | 15,000 | 15,000 | |
| 57 | 14 | Other Contractual Services - Restrooms | 21,840 | 22,000 | 22,000 | 22,000 | 22,000 | |
| 57 | 16 | Nuisance Animals | 150 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 57 | 20 | Other Contractual Services - Tree Trimming | 950 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 62 | 40 | Grounds Maintenance Services | 40,030 | 42,000 | 42,000 | 42,000 | 42,000 | |
| 62 | 45 | Grounds Maintenance - Park Mowing | 68,633 | 70,000 | 70,000 | 70,000 | 70,000 | |
| 62 | 50 | Grounds Maintenance - Sports Complex | 72,762 | 73,000 | 73,000 | 73,000 | 73,000 | |
| 63 | 10 | Building Repair and Maintenance | 2,195 | 2,500 | 2,500 | 2,500 | 4,500 | |
| 63 | 15 | Structure Repair and Maintenance | 22,301 | 29,000 | 29,000 | 29,000 | 27,000 | |
| 63 | 25 | Equipment Repair and Maintenance | 6,286 | 10,000 | 10,000 | 10,000 | 10,000 | |
| | | **Subtotal** | **288,325** | **318,076** | **318,076** | **308,076** | **312,075** | -1.9% |
| | | **Total Expenditures** | **$ 969,002** | **$ 1,074,776** | **$ 1,074,776** | **$ 1,058,476** | **$ 1,055,538** | -1.8% |



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# SPECIAL EVENTS

## PROGRAM DESCRIPTION:

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

## FY2021 BUDGET NOTES:

1. The Family 4th Celebration line item was slightly reduced by $10,000 to $65,000.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 21,434** | **$ 25,008** | **$ 25,008** | **$ 25,538** | **$ 27,038** | |
| **Maintenance and Services** | **132,826** | **163,280** | **163,280** | **121,091** | **153,280** | |
| **Total Expenditures** | **$ 154,260** | **$ 188,288** | **$ 188,288** | **$ 146,629** | **$ 180,318** | -4.2% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | Personnel and Benefits: | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 10 | 15 | Salaries and Wages - Family 4th Celebration | $ 7,766 | $ 10,000 | $ 10,000 | $ 8,000 | 9,000 | |
| 10 | 17 | Salaries and Wages - Rosenberg Christmas Nights | 7,782 | 10,000 | 10,000 | 11,000 | 11,000 | |
| 20 | 10 | Retirement | 2,500 | 3,270 | 3,270 | 3,270 | 3,270 | |
| 20 | 20 | Social Security | 1,131 | 1,530 | 1,530 | 1,530 | 1,530 | |
| 20 | 40 | Health Insurance | 2,081 | - | - | 1,500 | 2,000 | |
| 20 | 50 | Workers' Compensation | 140 | 208 | 208 | 208 | 208 | |
| 20 | 55 | Long Term Disability | 35 | - | - | 30 | 30 | |
| | | **Subtotal** | **21,434** | **25,008** | **25,008** | **25,538** | **27,038** | 8.1% |
| | | **Maintenance and Services:** | | | | | | |
| 51 | 20 | General Insurance | 233 | 280 | 280 | 191 | 280 | |
| 53 | 15 | Family 4th Celebration | 65,696 | 75,000 | 75,000 | 40,000 | 65,000 | |
| 53 | 25 | Rosenberg Christmas Nights | 60,271 | 80,000 | 80,000 | 75,400 | 80,000 | |
| 53 | 30 | Rosenberg Christmas Nights Dinner | 6,626 | 8,000 | 8,000 | 5,500 | 8,000 | |
| | | **Subtotal** | **132,826** | **163,280** | **163,280** | **121,091** | **153,280** | -6.1% |
| | | **Total Expenditures** | **$ 154,260** | **$ 188,288** | **$ 188,288** | **$ 146,629** | **$ 180,318** | -4.2% |



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CITY OF ROSENBERG
FOUNDED 1883

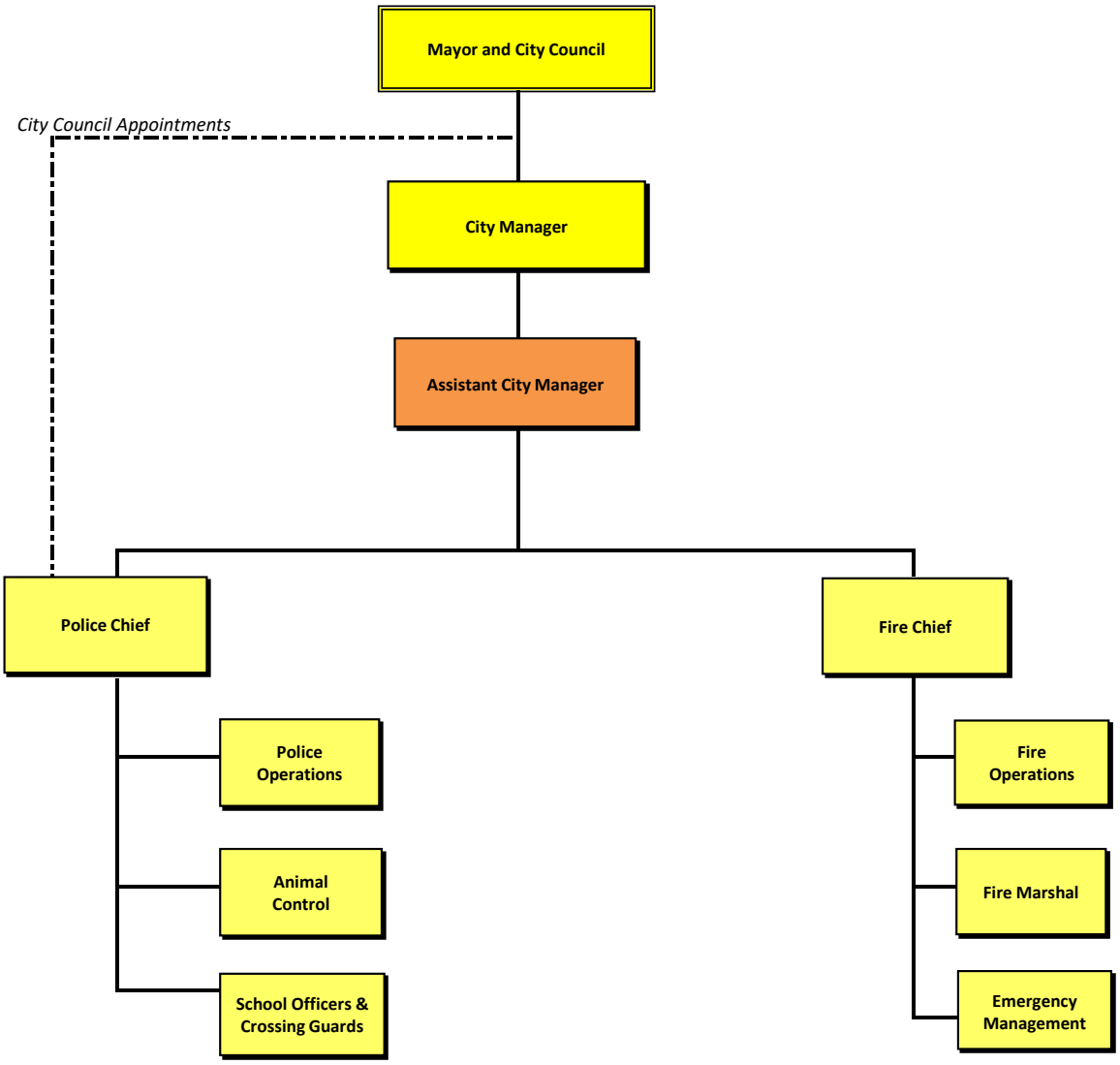
# PUBLIC SAFETY

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

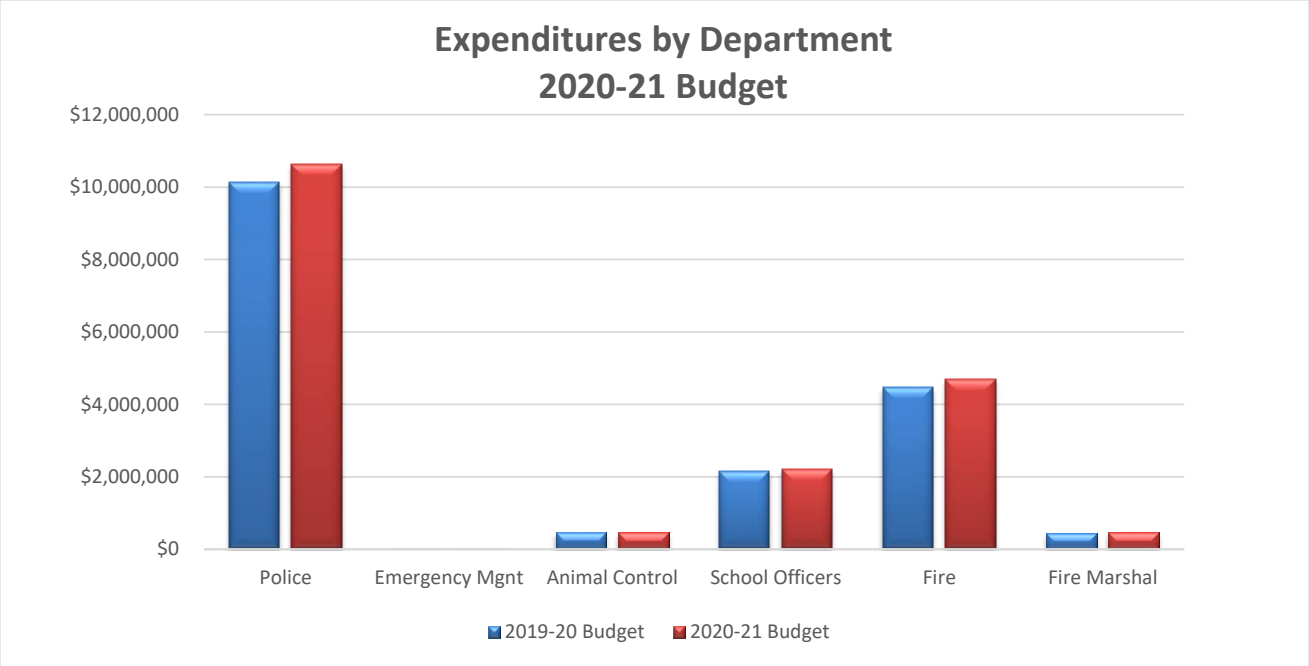
## Public Safety Organizational Chart

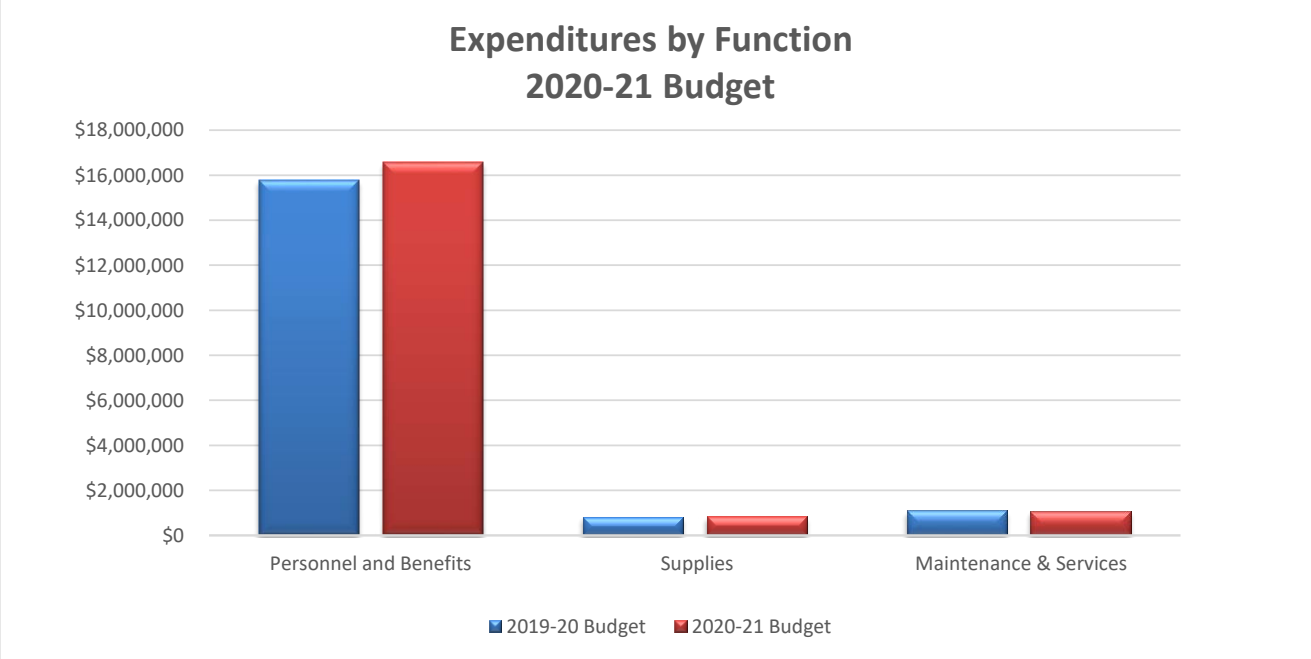





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# Public Safety






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **Personnel and Benefits** | **$ 13,877,503** | **$ 15,792,858** | **$ 15,792,858** | **$ 15,165,172** | **$ 16,597,001** | |
| **Supplies** | **828,184** | **805,450** | **805,450** | **793,025** | **826,650** | |
| **Maintenance and Services** | **1,064,857** | **1,097,283** | **1,097,283** | **1,087,369** | **1,066,522** | |
| **Subtotal** | **15,770,544** | **17,695,591** | **17,695,591** | **17,045,567** | **18,490,173** | 4.5% |
| **Total Expenditures** | **$ 15,774,076** | **$ 17,695,591** | **$ 17,695,591** | **$ 17,045,567** | **$ 18,490,173** | 4.5% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Police | 95.00 | 97.00 | 97.00 | 97.00 | 100.00 | |
| Animal Control | 5.00 | 5.48 | 5.48 | 5.48 | 5.48 | |
| School Officers and Crossing Guards | 20.86 | 20.86 | 20.86 | 20.86 | 20.86 | |
| Fire | 43.96 | 43.96 | 43.96 | 43.96 | 43.96 | |
| Emergency Management | - | - | - | - | - | |
| Fire Marshal | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | |
| **Total Personnel** | 168.82 | 171.30 | 171.30 | 171.30 | 174.30 | 1.8% |



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# POLICE

## MISSION STATEMENT:

Pursue excellence through the relentless challenge of the status quo in leadership, education, and accountability. Policing with the community to enhance safety and quality of life.

## PROGRAM DESCRIPTION:

The Police Department is under the direction and supervision of the Chief of Police, 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. 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 Department also supervises the Animal Control Division.

## 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 professional police services to our community

Objectives:

- Achieve and maintain full staffing levels
- Leadership development and succession planning through mentorships, formal training, and education
- Maintain emergency response time to priority one calls of less than 6 minutes
- 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 multi-agency task forces, to include federal agencies to increase intelligence gathering and build strong partnerships
- Maintain and improve our facilities to create a more productive working environment
- Improve relationships with community leaders and businesses by hosting citizens' police academy
- Reorganize personnel structure to improve accountability and effectiveness
- Research and utilize grant funds to obtain special equipment

Department Goal# 2: Continue to research technology needs related to policing

Objectives:

- In conjunction with Information Technology, develop a multi-year technology plan for the department
- Use technology to improve allocation of resources
- Develop partnership with Internet Crimes Against Children (ICAC) task force
- Focus investigative needs and training involving white collar crimes
- Improve technological capabilities in evidence collection and documentation
- Utilize software to increase organization and planning



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❖ ***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:

- Effectively use volunteers to enhance service to the community
- 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
- Research practices for establishing formal crime prevention program within the department that includes measuring for effectiveness and ensuring that crime prevention efforts remain a priority for all patrol officers
- Develop a community program that educates and informs the elder caregiver to encourage reporting and preventing abuse of the elderly
- Develop a community-wide education program with businesses and financial institutions to implement video equipment and video enhancement capabilities to improve the quality of video to deter burglaries, robberies, and apprehend criminals
- 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
- Provide quality police services to our community by utilizing the CROs program

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

Department Goal# 4: Develop and establish a Reserve Police Officer program.

Objectives:

- Increase the amount of Officers at the police department with minimal budget impacts
- Provide more Officer presence in City parks and retail areas
- Attract more experience on a part time basis to assist with training
- Provide more Officer presence for special events while minimizing overtime



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Community Oriented Events Attended | 61 | 60 | 60 |
| Calls for service | 54,028 | 55,115 | 56,217 |
| | | | |
| Average Response Time (Priority 1) | 7m43s | 7m45s | 7m |
| Calls for service (911) | 6,076 | 5,583 | 5,136 |
| Calls for service per uniformed officer | 1,637 | 1,778 | 1,561 |
| Total calls responded to in less than 3 minutes | 1,149 | 914 | 1200+ |
| Average Number of Patrol Officer/Sgt. | 33 | 38 | 40 |
| Percent of priority 1 calls to total calls | 10% | 8% | 9% |
| Number of criminal reports | 3,845 | 3,379 | 2,974 |
| Percent of reported crimes cleared | 64% | 60% | 60% |
| Number of citizen complaints against Police Officers | 21 | 14 | Unk |
| Percent completion of complaints within 30 days | 76% | 93% | Unk |

## FY2021 BUDGET NOTES:

1. Increase in Salaries & Wages due to the addition of three new positions: one (1) Detective in the CID division and two (2) Officers in the Patrol division.
2. Training supplies and Jail Operation supplies both were slightly decreased by $5,000 each.
3. Increase to Motor Vehicle Repair supplies by $20,000 to account for the increase in maintenance costs and increase is more in line with historical data.
4. Increase to Building Repair & Maintenance by $7,000 to proactively provide maintenance to aging building.
5. Increase of $5,000 to Equipment Repair & Maintenance line item.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 7,690,549** | **$ 9,005,867** | **$ 9,005,867** | **$ 8,462,392** | **$ 9,539,482** | |
| **Supplies** | **459,008** | **465,500** | **465,500** | **453,500** | **473,600** | |
| **Maintenance and Services** | **673,755** | **659,612** | **659,612** | **657,612** | **626,636** | |
| **Total Expenditures** | **$ 8,823,311** | **$ 10,130,979** | **$ 10,130,979** | **$ 9,573,504** | **$ 10,639,718** | 5.0% |
| **~ 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 | 4.00 | 4.00 | 4.00 | 4.00 | |
| Police Sergeant | 10.00 | 11.00 | 11.00 | 11.00 | 11.00 | |
| Police Officer | 53.00 | 55.00 | 55.00 | 55.00 | 50.00 | |
| Detectives | - | - | - | - | 8.00 | |
| Director of Public Safety Dispatch | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Public Safety Support Supervisor | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Public Safety Support Specialist | 12.00 | 13.00 | 13.00 | 13.00 | 13.00 | |
| 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 | |
| Adminstrative Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Civilian Jailer | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| Crime Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Victim's Advocate | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| **Total Personnel** | 95.00 | 97.00 | 97.00 | 97.00 | 100.00 | 3.1% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | **~ EXPENDITURE DETAIL ~** | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 4,843,839 | $ 5,797,251 | $ 5,797,251 | $ 5,300,000 | $ 6,089,867 | |
| 10 20 | Overtime | 265,824 | 146,300 | 146,300 | 200,000 | 146,300 | |
| 10 30 | Longevity | 34,640 | 63,020 | 63,020 | 56,492 | 67,483 | |
| 10 40 | Incentive Pay | 266,252 | 281,400 | 281,400 | 285,000 | 288,900 | |
| 10 50 | Holiday Pay | 146,427 | 224,815 | 224,815 | 205,000 | 253,726 | |
| 20 10 | Retirement | 908,771 | 1,065,229 | 1,065,229 | 1,000,000 | 1,122,160 | |
| 20 20 | Social Security | 401,768 | 498,413 | 498,413 | 480,000 | 523,933 | |
| 20 40 | Insurance | 756,637 | 852,469 | 852,469 | 860,000 | 965,712 | |
| 20 50 | Workers' Compensation | 50,730 | 58,089 | 58,089 | 57,500 | 60,919 | |
| 20 55 | Long Term Disability | 13,120 | 16,481 | 16,481 | 16,000 | 18,083 | |
| 20 70 | Uniforms - Taxable | 2,542 | 2,400 | 2,400 | 2,400 | 2,400 | |
| | **Subtotal** | **7,690,549** | **9,005,867** | **9,005,867** | **8,462,392** | **9,539,482** | 5.9% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 5,966 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 31 15 | Training Supplies | 23,183 | 35,000 | 35,000 | 30,000 | 30,000 | |
| 31 35 | Business Expenses | 957 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 31 40 | Clothing | 39,695 | 30,000 | 30,000 | 30,000 | 30,000 | |
| 31 45 | Uniforms | 36,803 | 40,000 | 40,000 | 40,000 | 40,000 | |
| 31 55 | Personal Protective Equipment | - | 4,000 | 4,000 | 4,000 | 4,000 | |
| 31 95 | Other Expenses - Donations | - | 2,000 | 2,000 | 2,000 | 2,000 | |
| 32 10 | Jail Operation Supplies | 21,477 | 30,000 | 30,000 | 25,000 | 25,000 | |
| 32 25 | Firing Range Operations | - | - | - | 500 | 2,100 | |
| 32 30 | Brazos Town Center Office | 3,299 | 3,500 | 3,500 | 3,500 | 3,500 | |
| 33 20 | Community Education Supplies | 7,934 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 34 25 | Laboratory Supplies | 4,719 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 34 30 | Cleaning Supplies | 3,533 | 3,000 | 3,000 | 3,000 | 4,000 | |
| 35 10 | Motor Vehicle Repair Supplies | 93,310 | 60,000 | 60,000 | 80,000 | 80,000 | |
| 35 15 | Equipment Repair Supplies | 155 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 10 | Small Tools and Equipment | 413 | 500 | 500 | 500 | 500 | |
| 36 20 | Small Tools and Equipment - Grant | 2,243 | - | - | - | - | |
| 37 20 | Electricity | 49,832 | 62,500 | 62,500 | 62,500 | 60,000 | |
| 37 30 | Fuel, Oil and Lubricants | 165,489 | 172,500 | 172,500 | 150,000 | 170,000 | |
| | **Subtotal** | **459,008** | **465,500** | **465,500** | **453,500** | **473,600** | 1.7% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL CONTINUED ~** | | | | | | |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 15 | Investigative Costs | 4,215 | 20,000 | 20,000 | 18,000 | 20,000 | |
| 42 | 35 | Dues, Subscriptions, Memberships | 1,585 | 1,700 | 1,700 | 1,700 | 1,700 | |
| 51 | 20 | General Insurance | 128,298 | 120,000 | 120,000 | 125,000 | 120,000 | |
| 52 | 10 | Telephone/Communications | 37,461 | 39,000 | 39,000 | 39,000 | 39,000 | |
| 52 | 20 | Postage | 1,210 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 52 | 30 | Freight and Express | 254 | 500 | 500 | 500 | 500 | |
| 54 | 10 | Printing and Binding | 1,994 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 55 | 10 | Education and Training | 29,319 | 27,500 | 27,500 | 22,500 | 27,500 | |
| 56 | 24 | Equipment Rentals | 1,620 | 1,600 | 1,600 | 1,600 | 1,600 | |
| 56 | 25 | Fleet Replacement | 362,733 | 335,312 | 335,312 | 335,312 | 289,536 | |
| 57 | 10 | Other Contractual Svcs-Profiling/Collections | 19,526 | 19,500 | 19,500 | 19,500 | 20,000 | |
| 57 | 15 | Janitorial Services | 14,406 | 15,000 | 15,000 | 15,000 | 15,000 | |
| 57 | 27 | Lease of Motor Vehicles - CID | 24,975 | 24,300 | 24,300 | 24,300 | 24,300 | |
| 63 | 10 | Building Repair and Maintenance | 17,871 | 17,000 | 17,000 | 17,000 | 25,000 | |
| 63 | 25 | Equipment Repair and Maintenance | 25,487 | 28,700 | 28,700 | 28,700 | 33,000 | |
| 63 | 26 | Radio Repair and Maintenance | 2,802 | 5,000 | 5,000 | 5,000 | 5,000 | |
| | | **Subtotal** | **673,755** | **659,612** | **659,612** | **657,612** | **626,636** | -5.0% |
| | | **Total Expenditures** | **$ 8,823,311** | **$ 10,130,979** | **$ 10,130,979** | **$ 9,573,504** | **$ 10,639,718** | 5.0% |



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# ANIMAL CONTROL & SHELTER

## MISSION STATEMENT:

To enforce animal regulations and assist the public with animal-related concerns to protect citizens and animals in our community. To increase pet adoptions, lost pet claims, rescue partnerships. To emphasize humane care such as standard municipal veterinary care and safety nets for lost, unwanted, or displaced pets in need to increase and sustain live outcomes of at least 90% of sheltered pets. To provide animal services to the public in order to educate and prevent animal homelessness and promote humane, compassionate treatment of animals and responsible pet ownership.

## PROGRAM DESCRIPTION:

The Animal Control division, under the direction and supervision of the Chief of Police and Director of Animal Control, is responsible for protecting citizens from danger and nuisance created by uncontrolled or diseased animals. Protection of citizens is accomplished through enforcement of various state statutes and City Ordinances. The department is also responsible for the operation and maintenance of the animal shelter. Shelter aims to increase the live release rate of animals under its care and meet modern No Kill standards. This entails maximizing adoption opportunities, educating the community on humane treatment, and collaborating with other animal welfare groups.

## STRATEGIC PLAN GOALS:

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

**Department Goal# 1: Program Development -** Cultivate and expand programs that help people, help animals, and inspire continued positive change in our community.

Objectives:

- Ensure all elements of No Kill Equation are incorporated into shelter programs.
- Grow Volunteer Program and find talented, skilled individuals to fill important roles.
- Expand Foster Program by "repackaging" through creative marketing campaigns; e.g., "field trips," "charm school," "sleepovers."
- Facilitate full TNR Program through pilot initiative.
- Build strong safety nets and enrichment standards through Behavior Program.

**Department Goal# 2: Customer Service -** Maximize internal and external customer service. Establish shelter as friendly, helpful place to the public.

Objectives:

- Balance staff coverage during evening and weekend hours when general activity and adoption likelihood is highest.
- Enroll staff and volunteers in customer service training opportunities.
- Interact proactively with the public to develop a growing network of community partnerships.
- Increase follow-up and welfare calls.
- Implement customer feedback surveys.

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

**Department Goal# 3: Improve Brand Equity -** Revise public perception of Animal Control/Shelter and strengthen brand promise through vision, mission, and practice alignment.

Objectives:

- Internally and externally, renew expectations on what Department provides, create fresh organization persona, and present consistent identity in regards to colors, logos, fonts, and key phrases.
- Build trust with the animal welfare community by demonstrating Department commitment to ethical animal treatment and progressive No Kill policies and procedures.
- Increase transparency that will reflect positively on the City as a whole.
- Amplify networking efforts, welcoming outside attention.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimated | 2020-21 Projected |
|---|---|---|---|
| Calls for Services | 4,500 | 4,700 | 5,000 |
| Animal Intakes | 1,308 | 1,500 | 1,600 |
| Bite Cases Investigated | 43 | 46 | 50 |
| Animals Adopted | 555 | 650 | 750 |
| Animals Fostered | 169 | 350 | 600 |

## FY2021 BUDGET NOTES:

1. Transfer $2,700 to Medical Supplies to accommodate increased percentage of live releases in need of spay/neuter surgeries and rabies vaccinations and to accommodate rising number of shelter intakes.
2. Added $15,000 for the new Trap, Neuter and Release (TNR) Program.
3. Building Repair & Maintenance increased by $2,000 to accommodate the needs for both buildings.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 283,088** | **$ 340,346** | **$ 340,346** | **$ 332,352** | **$ 337,117** | |
| **Supplies** | **90,845** | **88,800** | **88,800** | **90,175** | **101,700** | |
| **Maintenance and Services** | **33,099** | **30,646** | **30,646** | **29,021** | **24,900** | |
| **Total Expenditures** | **$ 407,032** | **$ 459,792** | **$ 459,792** | **$ 451,548** | **$ 463,717** | 0.9% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Full-time equivalents: | | | | | | |
| Director of Animal Control | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| 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 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Kennel Technician | - | 0.48 | 0.48 | 0.48 | 0.48 | |
| **Total Personnel** | 5.00 | 5.48 | 5.48 | 5.48 | 5.48 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | ~ EXPENDITURE DETAIL ~ | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 192,529 | $ 224,119 | $ 224,119 | $ 223,000 | $ 227,571 | |
| 10 20 | Overtime | 4,430 | 3,600 | 3,600 | 4,500 | 3,600 | |
| 10 30 | Longevity | 685 | 1,455 | 1,455 | 1,170 | 1,598 | |
| 10 40 | Incentive Pay | 1,000 | 1,800 | 1,800 | 1,250 | 1,200 | |
| 11 10 | Salaries and Wages - Part Time | - | 12,310 | 12,310 | 14,000 | 12,810 | |
| 20 10 | Retirement | 32,758 | 37,764 | 37,764 | 37,500 | 38,336 | |
| 20 20 | Social Security | 14,890 | 18,611 | 18,611 | 18,600 | 18,878 | |
| 20 40 | Insurance | 33,293 | 37,355 | 37,355 | 29,000 | 29,884 | |
| 20 50 | Workers' Compensation | 2,920 | 2,727 | 2,727 | 2,727 | 2,584 | |
| 20 55 | Long Term Disability | 583 | 605 | 605 | 605 | 657 | |
| | **Subtotal** | **283,088** | **340,346** | **340,346** | **332,352** | **337,117** | -0.9% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 810 | 500 | 500 | 500 | 500 | |
| 31 35 | Business Expenses | 106 | 200 | 200 | 200 | 200 | |
| 31 45 | Uniforms | 1,334 | 2,050 | 2,050 | 2,050 | 1,250 | |
| 31 90 | Other Supplies | 3,082 | 3,000 | 3,000 | 2,200 | 2,000 | |
| 31 95 | Other Expenses-Donations | 11,830 | 9,000 | 9,000 | 9,000 | 9,000 | |
| 34 20 | Medical Supplies | 53,997 | 50,300 | 50,300 | 56,175 | 53,000 | |
| 34 25 | Trap Neuter Release (TNR) Supplies | - | - | - | - | 15,000 | |
| 34 30 | Cleaning Supplies | 2,508 | 4,000 | 4,000 | 3,500 | 4,000 | |
| 34 35 | Animal Feed | 4,049 | 4,000 | 4,000 | 800 | 2,000 | |
| 35 10 | Motor Vehicle Repair Supplies | 358 | 750 | 750 | 750 | 750 | |
| 36 10 | Small Tools and Equipment | 3,101 | 3,000 | 3,000 | 3,000 | 2,000 | |
| 37 10 | Natural Gas | 929 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 37 20 | Electricity | 6,513 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 37 30 | Fuel, Oil and Lubricants | 2,229 | 2,500 | 2,500 | 2,500 | 2,500 | |
| | **Subtotal** | **90,845** | **88,800** | **88,800** | **90,175** | **101,700** | 14.5% |
| | **Maintenance and Services:** | | | | | | |
| 51 20 | General Insurance | 3,099 | 3,200 | 3,200 | 3,200 | 3,200 | |
| 52 10 | Telephone/Communications | 1,778 | 1,900 | 1,900 | 1,900 | 1,900 | |
| 52 20 | Postage | 52 | 200 | 200 | 20 | 200 | |
| 54 10 | Printing and Binding | 485 | 700 | 700 | 255 | 700 | |
| 54 15 | Community Education | - | 900 | 900 | - | 900 | |
| 55 10 | Education and Training | 3,385 | 3,200 | 3,200 | 3,200 | 1,500 | |
| 56 24 | Equipment Rentals | - | 100 | 100 | - | 100 | |
| 56 25 | Fleet Replacement | 12,046 | 12,046 | 12,046 | 12,046 | 6,000 | |
| 57 10 | Other Contractual Services | 712 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 57 15 | Janitorial Services | 2,195 | - | - | - | - | |
| 62 10 | Carcass Disposal | 2,660 | 1,800 | 1,800 | 1,800 | 1,800 | |
| 63 10 | Building Repair and Maintenance | 6,414 | 3,000 | 3,000 | 5,100 | 5,000 | |
| 63 25 | Equipment Repair and Maintenance | 273 | 2,600 | 2,600 | 500 | 2,600 | |
| | **Subtotal** | **33,099** | **30,646** | **30,646** | **29,021** | **24,900** | -18.7% |
| | **Total Expenditures** | **$ 407,032** | **$ 459,792** | **$ 459,792** | **$ 451,548** | **$ 463,717** | 0.9% |



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# SCHOOL RESOURCE OFFICERS & CROSSING GUARDS

## 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 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 one (1) Lieutenant, two (2) Sergeants and fifteen (15) 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.

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 budget.
2. Although the school resource officer agreement is scheduled to terminate during FY2021, no changes have been made to the budget since the expenditures are 100% offset with revenues from LSICD.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 1,940,678** | **$ 2,129,053** | **$ 2,129,053** | **$ 2,006,261** | **$ 2,172,164** | |
| **Supplies** | **53,549** | **14,700** | **14,700** | **14,700** | **14,700** | |
| **Maintenance and Services** | **8,674** | **14,100** | **14,100** | **14,100** | **14,100** | |
| **Total Expenditures** | **$ 2,002,900** | **$ 2,157,853** | **$ 2,157,853** | **$ 2,035,061** | **$ 2,200,964** | 2.0% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Police Lieutenant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Police Sergeant | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Police Officer | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | |
| School Crossing Guards | 2.86 | 2.86 | 2.86 | 2.86 | 2.86 | |
| **Total Personnel** | 20.86 | 20.86 | 20.86 | 20.86 | 20.86 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 1,102,042 | $ 1,184,358 | $ 1,184,358 | $ 1,134,000 | $ 1,215,371 | |
| 10 | 20 | Overtime | 188,870 | 200,000 | 200,000 | 175,000 | 200,000 | |
| 10 | 30 | Longevity | 10,922 | 17,310 | 17,310 | 18,870 | 19,110 | |
| 10 | 40 | Incentive Pay | 77,376 | 88,200 | 88,200 | 95,000 | 99,900 | |
| 10 | 50 | Holiday Pay | 5,918 | 6,791 | 6,791 | 6,791 | 6,642 | |
| 11 | 10 | Salaries and Wages - PT Crossing Guards | 38,207 | 59,488 | 59,488 | 35,000 | 62,458 | |
| 20 | 10 | Retirement | 225,171 | 244,706 | 244,706 | 240,000 | 252,496 | |
| 20 | 20 | Social Security | 102,730 | 119,047 | 119,047 | 118,000 | 122,662 | |
| 20 | 40 | Insurance | 171,644 | 189,918 | 189,918 | 165,000 | 173,404 | |
| 20 | 50 | Workers' Compensation | 14,944 | 16,028 | 16,028 | 15,500 | 16,510 | |
| 20 | 55 | Long Term Disability | 2,855 | 3,207 | 3,207 | 3,100 | 3,611 | |
| | | **Subtotal** | **1,940,678** | **2,129,053** | **2,129,053** | **2,006,261** | **2,172,164** | 2.0% |
| | | **Supplies:** | | | | | | |
| 31 | 45 | Uniforms | 10,846 | 12,200 | 12,200 | 12,200 | 12,200 | |
| 31 | 50 | Crossing Guard Supplies | - | 2,500 | 2,500 | 2,500 | 2,500 | |
| 36 | 10 | Small Tools and Equipment | 42,703 | - | - | - | - | |
| | | **Subtotal** | **53,549** | **14,700** | **14,700** | **14,700** | **14,700** | 0.0% |
| | | **Maintenance and Services:** | | | | | | |
| 52 | 10 | Telephone/Communications | 8,674 | 14,100 | 14,100 | 14,100 | 14,100 | |
| | | **Subtotal** | **8,674** | **14,100** | **14,100** | **14,100** | **14,100** | 0.0% |
| | | **Total Expenditures** | **$ 2,002,900** | **$ 2,157,853** | **$ 2,157,853** | **$ 2,035,061** | **$ 2,200,964** | 2.0% |



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# FIRE

## 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. Due to the recent flooding events, the department has organized and began training personnel in swift water rescue. 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.
- Seek funding for remodel design of the living quarters at Fire Station #1.

Department Goal# 2: Maintain Reliable Equipment.

Objectives:

- Replace Fire Chief's vehicle per Vehicle Replacement Plan.

❖ ***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.
- Convert three Firefighters positions to Captains positions to provide supervision at Fire Station 4 and for converting Squad 4 to an Engine.

❖ ***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:

- Initiate the survey collection program.
- Tabulate collected data and utilize information to make informed decisions.



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Department Goal# 5: Professional Development.

Objectives:

- Initiate the review process of the Best Practices Program.
- 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:

- Evaluate our Partnership with the Boy Scouts of America Explorer program and modify as necessary.
- Analyze the program that improves communication between Non-English speaking customers and public servants.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of responses | 5,371 | 5,450 | 5,650 |
| Percent of responses for fires/alarms | 9% | 8% | 10% |
| Percent of responses for rescues | 70% | 73% | 70% |
| Percent of responses for hazardous conditions | 5% | 5% | 5% |
| Percent of responses for service calls | 16% | 14% | 15% |
| Average Number of responses per Fire Station | 1,340 | 1,360 | 1,410 |
| Response Time (call received – on location) | 6:10 | 6:09 | 6:10 |
| Number of reportable injuries (civilian and firefighter) | 20 | 10 | 15 |

## FY2021 BUDGET NOTES:

1. The Salaries & wages line item increased due to the conversion from 2756 hours to 2912 scheduled hours to include the built-in overtime as part of the normal schedule.
2. Lowered the overtime line item to account for the change in salaries and wages for the built-in overtime already included in their salaries and wages.
3. The Volunteer Pension and the Volunteer Activities decreased by $5,000 each.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fire | Public Safety | 101-3100-520 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 3,639,932** | **$ 3,892,601** | **$ 3,892,601** | **$ 3,938,746** | **$ 4,118,217** | |
| **Supplies** | **209,260** | **214,900** | **214,900** | **213,100** | **215,100** | |
| **Maintenance and Services** | **329,968** | **363,306** | **363,306** | **355,306** | **365,040** | |
| **Total Expenditures** | **$ 4,179,159** | **$ 4,470,807** | **$ 4,470,807** | **$ 4,507,152** | **$ 4,698,357** | 5.1% |
| **~ 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 | 10.00 | 14.00 | 14.00 | 14.00 | 14.00 | |
| Firefighter | 14.00 | 10.00 | 10.00 | 10.00 | 10.00 | |
| Firefighter | 0.96 | 0.96 | 0.96 | 0.96 | 0.96 | |
| 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** | 43.96 | 43.96 | 43.96 | 43.96 | 43.96 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fire | Public Safety | 101-3100-520 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | **~ EXPENDITURE DETAIL ~** | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 2,308,948 | $ 2,456,326 | $ 2,456,326 | $ 2,480,000 | 2,664,786 | |
| 10 20 | Overtime | 142,906 | 120,000 | 120,000 | 140,000 | 40,000 | |
| 10 30 | Longevity | 18,750 | 30,488 | 30,488 | 30,653 | 34,950 | |
| 10 40 | Incentive Pay | 76,179 | 75,000 | 75,000 | 90,000 | 96,000 | |
| 10 50 | Holiday Pay | 82,321 | 112,694 | 112,694 | 100,000 | 116,754 | |
| 11 10 | Salaries and Wages - Part Time | 2,326 | 7,803 | 7,803 | 7,803 | 9,913 | |
| 20 10 | Retirement | 433,324 | 457,007 | 457,007 | 457,007 | 477,305 | |
| 20 20 | Social Security | 188,302 | 214,427 | 214,427 | 214,427 | 226,665 | |
| 20 40 | Insurance | 358,694 | 380,623 | 380,623 | 380,623 | 410,899 | |
| 20 50 | Workers' Compensation | 20,712 | 30,697 | 30,697 | 30,697 | 32,480 | |
| 20 55 | Long Term Disability | 6,270 | 6,936 | 6,936 | 6,936 | 7,865 | |
| 20 65 | Cell Phone Allowance | 1,200 | 600 | 600 | 600 | 600 | |
| | **Subtotal** | **3,639,932** | **3,892,601** | **3,892,601** | **3,938,746** | **4,118,217** | 5.8% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 2,286 | 2,300 | 2,300 | 2,300 | 2,300 | |
| 31 15 | Training Supplies | 4,885 | 6,400 | 6,400 | 6,400 | 6,400 | |
| 31 35 | Business Expenses | 222 | 300 | 300 | 300 | 300 | |
| 31 40 | Clothing | 22,784 | 25,500 | 25,500 | 25,500 | 25,500 | |
| 31 45 | Uniforms | 22,800 | 24,600 | 24,600 | 24,600 | 24,600 | |
| 31 90 | Other Supplies | 3,954 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 31 95 | Other Supplies - Grant | 7,239 | - | - | 5,000 | - | |
| 34 15 | Chemical Supplies | 4,685 | 4,750 | 4,750 | 4,750 | 4,750 | |
| 34 20 | Medical Supplies | 4,990 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 34 30 | Cleaning Supplies | 5,909 | 5,500 | 5,500 | 5,500 | 5,500 | |
| 35 10 | Motor Vehicle Repair Supplies | 44,121 | 52,800 | 52,800 | 46,000 | 52,500 | |
| 35 15 | Equipment Repair Supplies | 4,478 | 4,500 | 4,500 | 4,500 | 4,500 | |
| 35 20 | Building Materials and Supplies | 2,410 | 2,700 | 2,700 | 2,700 | 2,700 | |
| 36 10 | Small Tools and Equipment | 22,814 | 15,700 | 15,700 | 15,700 | 15,700 | |
| 36 30 | Safety Equipment | 2,494 | 2,500 | 2,500 | 2,500 | 2,500 | |
| 37 10 | Natural Gas | 1,926 | 2,850 | 2,850 | 2,850 | 2,850 | |
| 37 20 | Electricity | 20,560 | 22,500 | 22,500 | 22,500 | 23,000 | |
| 37 30 | Fuel, Oil and Lubricants | 30,702 | 33,000 | 33,000 | 33,000 | 33,000 | |
| | **Subtotal** | **209,260** | **214,900** | **214,900** | **213,100** | **215,100** | 0.1% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fire | Public Safety | 101-3100-520 |

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL CONTINUED~** | | | | | | |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 1,504 | 2,450 | 2,450 | 2,450 | 2,450 | |
| 42 | 36 | Volunteer Pension/Dues | 46,272 | 60,000 | 60,000 | 55,000 | 55,000 | |
| 42 | 75 | Volunteer Holiday Party | 1,190 | 1,190 | 1,190 | 1,190 | 1,190 | |
| 43 | 40 | License and Inspection Fees | 6,132 | 10,970 | 10,970 | 10,970 | 10,970 | |
| 43 | 50 | Volunteer Activities | 8,217 | 15,000 | 15,000 | 10,000 | 10,000 | |
| 51 | 20 | General Insurance | 23,791 | 24,000 | 24,000 | 24,000 | 24,000 | |
| 52 | 10 | Telephone/Communications | 11,214 | 9,735 | 9,735 | 9,735 | 9,735 | |
| 52 | 20 | Postage | 394 | 400 | 400 | 400 | 400 | |
| 54 | 10 | Printing and Binding | 959 | 1,100 | 1,100 | 1,100 | 1,100 | |
| 55 | 10 | Education and Training | 20,008 | 25,600 | 25,600 | 25,600 | 25,600 | |
| 56 | 25 | Fleet Replacement | 145,314 | 132,911 | 132,911 | 132,911 | 144,645 | |
| 57 | 10 | Other Contractual Svcs | 10,106 | 7,500 | 7,500 | 7,500 | 7,500 | |
| 57 | 11 | Other Contractual Svcs - Fire Fighter Physicals | - | 30,000 | 30,000 | 30,000 | 30,000 | |
| 62 | 32 | Laundry and Other Sanitation Services | 489 | 850 | 850 | 850 | 850 | |
| 63 | 10 | Building Repair and Maintenance | 23,201 | 18,000 | 18,000 | 20,000 | 18,000 | |
| 63 | 25 | Equipment Repair and Maintenance | 28,736 | 16,000 | 16,000 | 16,000 | 16,000 | |
| 63 | 26 | Radio Repair | 2,441 | 7,600 | 7,600 | 7,600 | 7,600 | |
| | | **Subtotal** | **329,968** | **363,306** | **363,306** | **355,306** | **365,040** | 0.5% |
| | | **Total Expenditures** | **$ 4,179,159** | **$ 4,470,807** | **$ 4,470,807** | **$ 4,507,152** | **$ 4,698,357** | 5.1% |



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# EMERGENCY MANAGEMENT

## PROGRAM DESCRIPTION:

The Office of Emergency Management is under the supervision of the Fire 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.

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Emergency Management | Public Safety | 101-3132-520 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personal Services** | **$ 9,037** | **$ 8,359** | **$ 8,359** | **$ 8,359** | **$ 8,359** | |
| **Supplies** | **$ 1,322** | **$ 5,100** | **$ 5,100** | **$ 5,100** | **$ 5,100** | |
| **Maintenance and Services** | **2,335** | **8,630** | **8,630** | **8,630** | **8,630** | |
| **Total Expenditures** | **$ 12,694** | **$ 22,089** | **$ 22,089** | **$ 22,089** | **$ 22,089** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Personal Services:** | | | | | | |
| 10 40 | Incentive Pay | 6,500 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 20 10 | Retirement | 1,073 | 1,079 | 1,079 | 1,079 | 1,079 | |
| 20 20 | Social Security | 451 | 505 | 505 | 505 | 505 | |
| 20 40 | Insurance | 942 | 100 | 100 | 100 | 100 | |
| 20 50 | Workers' Compensation | 59 | 75 | 75 | 75 | 75 | |
| 20 55 | Long Term Disability | 12 | - | - | - | - | |
| 20 65 | Cell Phone Allowance | - | 600 | 600 | 600 | 600 | |
| | **Subtotal** | **9,037** | **8,359** | **8,359** | **8,359** | **8,359** | 0.0% |
| | **Supplies:** | | | | | | |
| 31 15 | Training Supplies | $ - | $ 700 | $ 700 | $ 700 | $ 700 | |
| 31 35 | Business Expenses | - | 300 | 300 | 300 | 300 | |
| 31 90 | Other Supplies | 1,322 | 1,600 | 1,600 | 1,600 | 1,600 | |
| 33 20 | Community Education Supplies | - | 2,500 | 2,500 | 2,500 | 2,500 | |
| | **Subtotal** | **1,322** | **5,100** | **5,100** | **5,100** | **5,100** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | - | 700 | 700 | 700 | 700 | |
| 51 20 | General Insurance | 26 | 30 | 30 | 30 | 30 | |
| 52 10 | Telephone/Communications | 489 | - | - | - | - | |
| 55 10 | Education and Training | - | 4,000 | 4,000 | 4,000 | 4,000 | |
| 57 10 | Other Contractual Services-Emergency Notification | 1,820 | 1,900 | 1,900 | 1,900 | 1,900 | |
| 63 40 | Computer Software Repair and Maintenance | - | 2,000 | 2,000 | 2,000 | 2,000 | |
| | **Subtotal** | **2,335** | **8,630** | **8,630** | **8,630** | **8,630** | 0.0% |
| | **Total Expenditures** | **$ 12,694** | **$ 22,089** | **$ 22,089** | **$ 22,089** | **$ 22,089** | 0.0% |



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# FIRE MARSHAL

## MISSION STATEMENT:

To minimize the destructive impact on life and property caused by Fire, Accidents and Illness

## 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of fire prevention inspections | 771 | 1200 | 1500 |
| Number of incendiary fires | 2 | 4 | 5 |
| Number of plans reviewed | 369 | 400 | 500 |
| Number of smoke detectors installed | 127 | 100 | 120 |
| Rental property registered | 8 | 25 | 25 |

## FY2021 BUDGET NOTES

1. No significant changes from the FY2020 Budget except for an increase in the Fleet Replacement due to a repurposed vehicle being reassigned to the Fire Marshal's Office.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fire Marshal | Public Safety | 101-3133-520 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 323,256** | **$ 416,632** | **$ 416,632** | **$ 417,063** | **$ 421,662** | |
| **Supplies** | **15,524** | **16,450** | **16,450** | **16,450** | **16,450** | |
| **Maintenance and Services** | **19,361** | **20,989** | **20,989** | **22,700** | **27,216** | |
| **Total Expenditures** | **$ 361,673** | **$ 454,071** | **$ 454,071** | **$ 456,213** | **$ 465,328** | 2.5% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **ACCOUNT:** |
|---|---|---|---|
| General | Fire Marshal | Public Safety | 101-3133-520 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | | | **~ EXPENDITURE DETAIL ~** | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 213,944 | $ 275,475 | $ 275,475 | $ 275,475 | $ 276,869 | |
| 10 20 | Overtime | 2,256 | 4,500 | 4,500 | 4,500 | 4,500 | |
| 10 30 | Longevity | 1,955 | 2,880 | 2,880 | 3,311 | 1,463 | |
| 10 40 | Incentive Pay | 13,400 | 16,200 | 16,200 | 16,200 | 12,900 | |
| 20 10 | Retirement | 38,206 | 48,896 | 48,896 | 48,896 | 48,456 | |
| 20 20 | Social Security | 16,242 | 22,877 | 22,877 | 22,877 | 22,623 | |
| 20 40 | Insurance | 35,272 | 41,680 | 41,680 | 41,680 | 50,723 | |
| 20 50 | Workers' Compensation | 1,422 | 3,380 | 3,380 | 3,380 | 3,342 | |
| 20 55 | Long Term Disability | 557 | 744 | 744 | 744 | 786 | |
| | **Subtotal** | **323,256** | **416,632** | **416,632** | **417,063** | **421,662** | 1.2% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 284 | 300 | 300 | 300 | 300 | |
| 31 15 | Training Supplies | 786 | 850 | 850 | 850 | 850 | |
| 31 40 | Clothing | 1,427 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 31 45 | Uniform Allowance | - | 1,800 | 1,800 | 1,800 | 1,800 | |
| 31 55 | Personal Protective Equiment | 4,159 | 4,650 | 4,650 | 4,650 | 4,650 | |
| 31 90 | Other Supplies | 3,176 | 3,300 | 3,300 | 3,300 | 3,300 | |
| 35 10 | Motor Vehicle Repair Supplies | 3,826 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 36 10 | Small Tools and Equipment | 230 | 350 | 350 | 350 | 350 | |
| 37 30 | Fuel, Oil and Lubricants | 1,636 | 2,200 | 2,200 | 2,200 | 2,200 | |
| | **Subtotal** | **15,524** | **16,450** | **16,450** | **16,450** | **16,450** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 1,825 | 2,400 | 2,400 | 2,400 | 2,400 | |
| 43 40 | License and Inspection Fees | 674 | 680 | 680 | 680 | 680 | |
| 51 20 | General Insurance | 1,145 | 1,300 | 1,300 | 3,011 | 3,050 | |
| 52 20 | Postage | 287 | 300 | 300 | 300 | 300 | |
| 54 10 | Printing and Binding | 260 | 300 | 300 | 300 | 300 | |
| 55 10 | Education and Training | 5,360 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 56 25 | Fleet Replacement | 9,810 | 9,809 | 9,809 | 9,809 | 14,286 | |
| 63 25 | Equipment Repair and Maintenance | - | 200 | 200 | 200 | 200 | |
| | **Subtotal** | **19,361** | **20,989** | **20,989** | **22,700** | **27,216** | 29.7% |
| | **Capital Outlay:** | | | | | | |
| 70 42 | Motor Vehicles | 3,532 | - | - | - | - | |
| | **Subtotal** | **3,532** | **-** | **-** | **-** | **-** | 0.0% |
| | **Total Expenditures** | **$ 361,673** | **$ 454,071** | **$ 454,071** | **$ 456,213** | **$ 465,328** | 2.5% |



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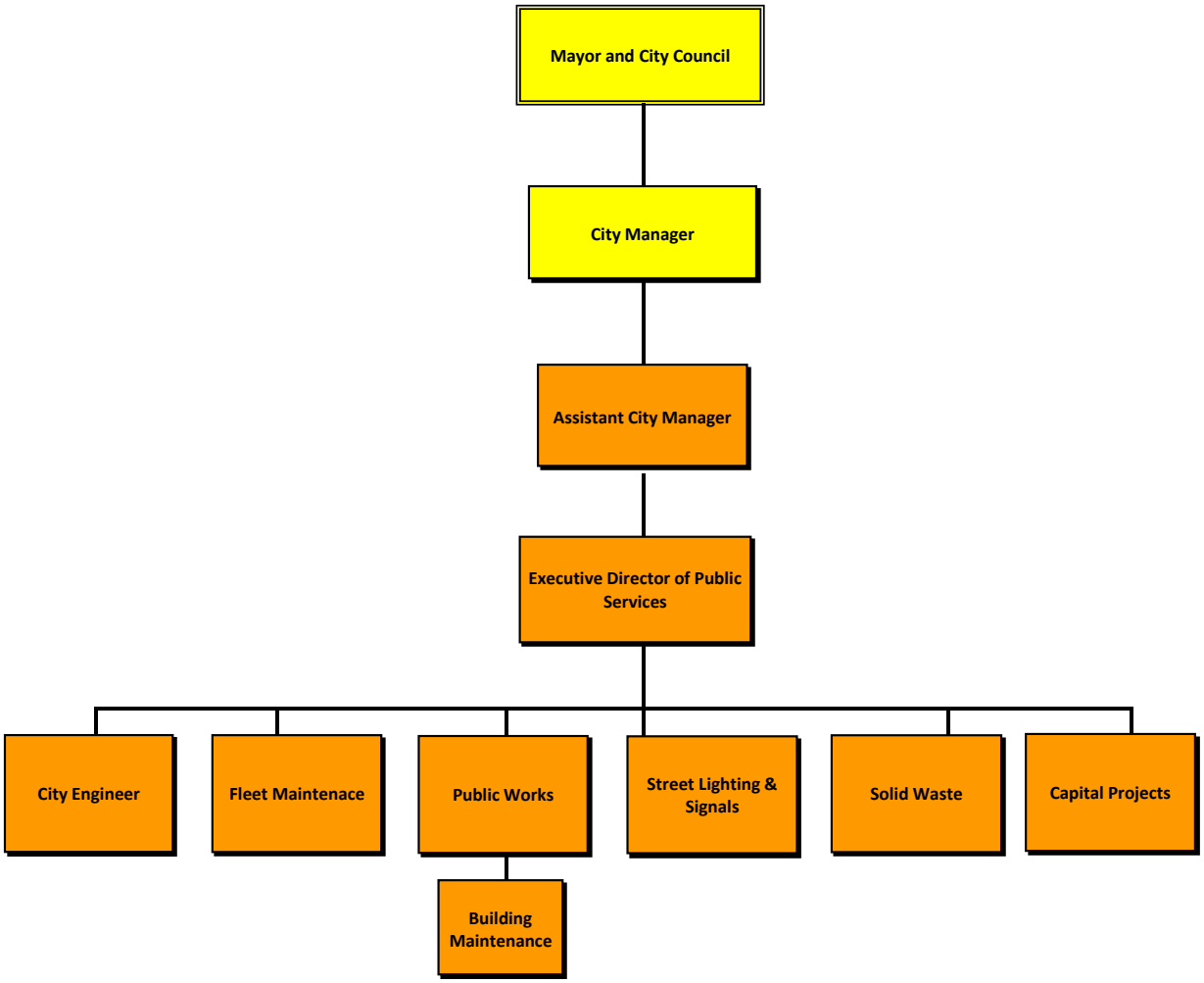
# PUBLIC WORKS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

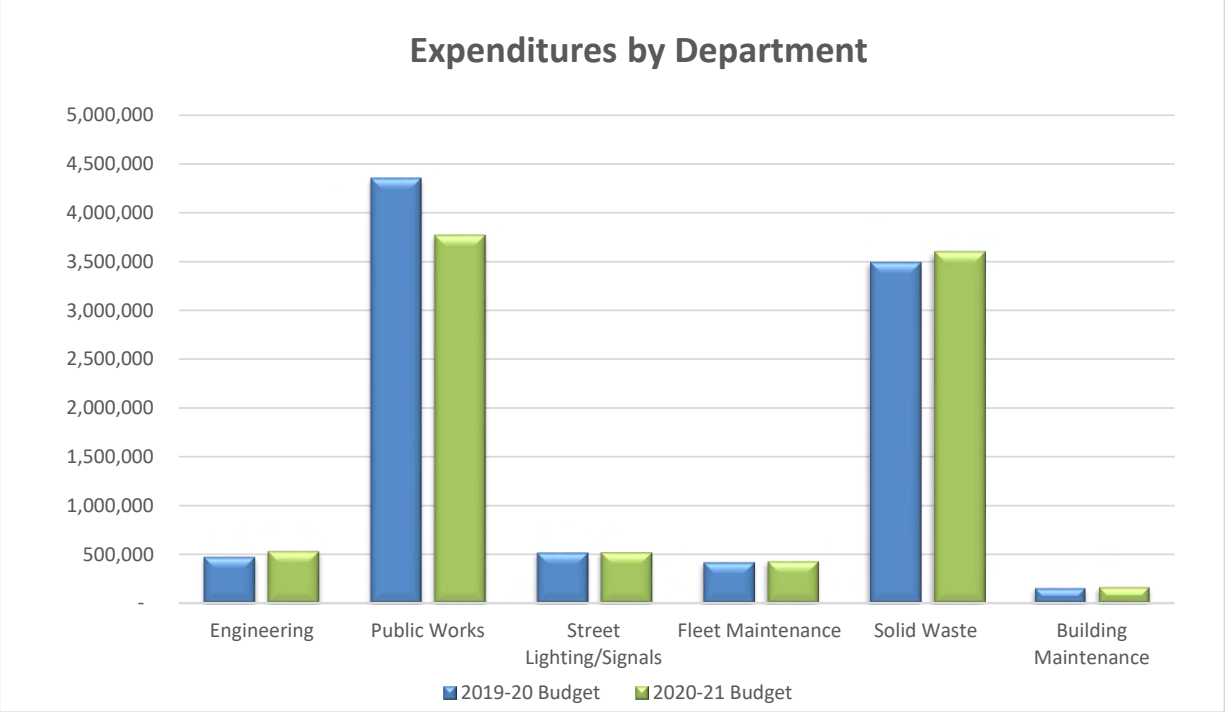
## Public Works Organizational Chart

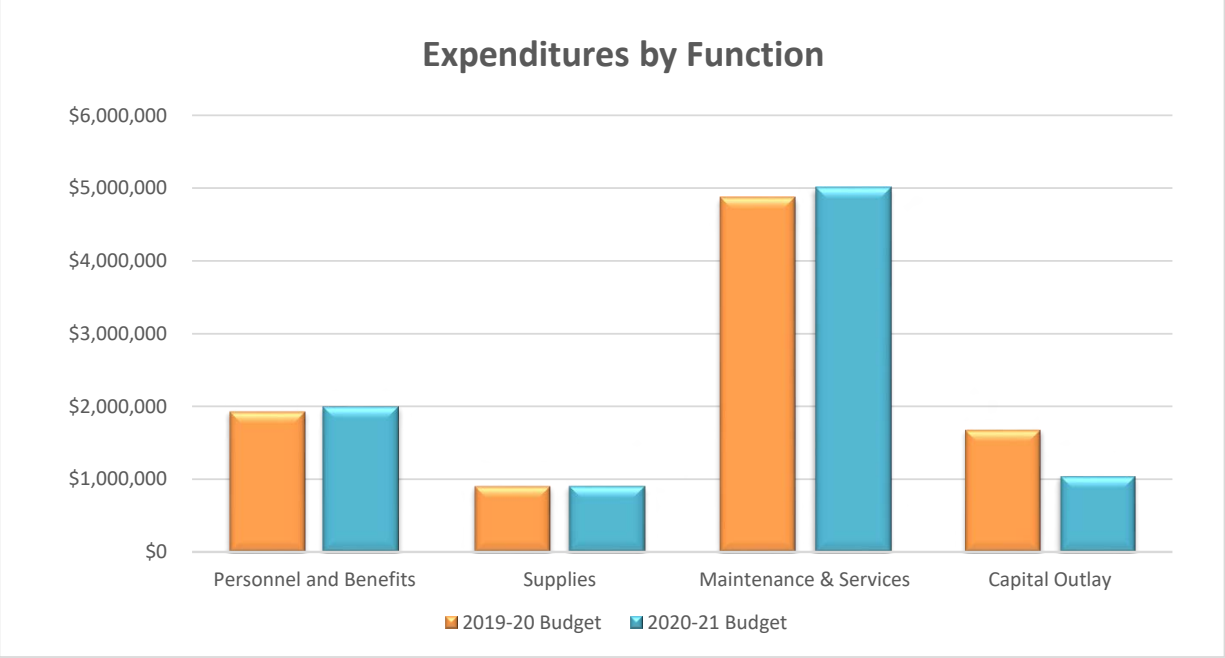





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## Public Works






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Public Works Summary | N/A | 101-50XX |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **Personnel and Benefits** | $ 1,757,505 | $ 1,939,607 | $ 1,939,607 | $ 1,934,730 | $ 2,013,656 | |
| **Supplies** | 826,023 | 916,500 | 916,500 | 918,000 | 918,000 | |
| **Maintenance and Services** | 4,751,928 | 4,855,074 | 4,870,574 | 4,928,599 | 5,014,858 | |
| **Other Expenses** | 25,839 | 25,839 | 25,839 | 25,839 | 25,839 | |
| **Subtotal** | 7,361,295 | 7,737,020 | 7,752,520 | 7,807,168 | 7,972,353 | 2.8% |
| **Capital Outlay** | 605,264 | 1,100,000 | 1,690,738 | 1,100,000 | 1,050,000 | -37.9% |
| **Total Expenditures** | $ 7,966,559 | $ 8,837,020 | $ 9,443,258 | $ 8,907,168 | $ 9,022,353 | -4.5% |

**~ AUTHORIZED POSITIONS ~**

| Position Title | | | | | | |
|---|---|---|---|---|---|---|
| Full-time equivalents: | | | | | | |
| Public Works | 19.24 | 19.24 | 19.24 | 19.24 | 19.24 | |
| 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** | 26.24 | 26.24 | 26.24 | 26.24 | 26.24 | 0.0% |



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# ENGINEERING

## 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 engineering services for City projects, subdivision plat review, planning, and project inspection. The City Engineer also monitors the Groundwater Reduction Plan, and assists with the operations of the City's Water/Wastewater system, both of which are charged to the Water Wastewater Fund. Beginning with fiscal year 1993, the City Engineer's duties, which include design and construction management for in-house construction and/or maintenance projects, were transferred to an outside engineering firm. The City Engineer serves as a staff member for the Planning Commission and City Council.

## FY2021 BUDGET NOTES:

1. The Engineering Services includes participating in City Council meetings, Planning Commission meetings, staff reviews, traffic studies, plan reviews and other services provided by the City Engineer.
2. Engineering and Architectural Services decreased by $25,000.
3. The appropriation for Infrastructure Inspection Fees relates to inspections of public infrastructure, such as streets, water and sewer lines in new development which will eventually be maintained by the City.
4. Infrastructure Inspection Fees increased by $80,000 due to increase in development and MUD infrastructure improvements.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Engineering | Public Works | 101-5021-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Maintenance and Services** | **$ 619,345** | **$ 480,000** | **$ 480,000** | **$ 520,000** | **$ 535,000** | |
| **Subtotal** | **619,345** | **480,000** | **480,000** | **520,000** | **535,000** | 11.5% |
| **Capital Outlay** | - | - | - | - | - | 100.0% |
| **Total Expenditures** | **$ 619,345** | **$ 480,000** | **$ 480,000** | **$ 520,000** | **$ 535,000** | 11.5% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 43 15 | Engineering and Architectural Services | $ 159,482 | $ 180,000 | $ 180,000 | $ 140,000 | $ 155,000 | |
| 43 95 | Infrastructure Inspection Fees | 459,862 | 300,000 | 300,000 | 380,000 | 380,000 | |
| | **Total Expenditures** | **$ 619,345** | **$ 480,000** | **$ 480,000** | **$ 520,000** | **$ 535,000** | 11.5% |



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## 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, drainage infrastructure, and mosquito spraying.

## PROGRAM DESCRIPTION:

The Public Works Department, is under the direction of the Executive Director of Public Services and Director of Public Works, 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, right of way mowing, concrete paving, street pavement markings, and mosquito spraying contracts 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 Program Director of Capital Projects (CIP Director) 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. Replace sidewalks panels where needed.
- 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.
- CIP Director to continue to oversee reconstruction of select roads and utility relocations or improvements as necessary.
- CIP Director to continue to oversee Major Utility Capital Projects including water, storm sewer, sanitary sewer and water reuse.



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- CIP Director to continue to oversee Major City Facility Improvements including new building construction, major and minor building renovations, re-roofs and HVAC upgrades.
- CIP 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.
- CIP 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-filling of project related documents for quick access and to reduce paper handling.
- CIP Director to continue to manage multiple concurrent projects from design to construction with efficient technology systems.
- CIP 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.
- Participate in a multi-agency effort, to include Fort Bend County and TXDOT.
- Remodel break room.
- 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.



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-2021 Projected |
|---|---|---|---|
| Public Road Mileage maintained by City (miles) | 163.67 | 165.71 | 165.71 |
| Concrete Streets maintained by City (miles) | 78.8 | 81.91 | 81.91 |
| Asphalt Streets maintained by City (miles) | 83.2 | 82.12 | 82.12 |
| 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) | 48,000 | 52,000 | 52,000 |
| Ditch regrading (linear feet) | 25,000 | 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 | 390 | 390 | 425 |
| Number of linear feet striped per year | 120,000 | 120,000 | 120,000 |
| Number of work orders received | 1,048 | 1,200 | 1,400 |
| Number of work orders completed | 1,048 | 1,200 | 1,400 |
| Concrete Roadway Reconstruction (LF) | 10,050 | 3,427 | 3,427 |
| Asphalt Roadway Reconstruction/Overlay (LF) | 9,395 | 16,655 | 20,000 |
| Public sidewalks on road reconstruction projects | 10,050 | 17,500 | 15,000 |
| Public sidewalks improved City Wide (LF) | 8,900 | 13,059 | 10,000 |
| Mowing by contract rough acres per year | 2,190.71 | 2,190.71 | 2,250.71 |
| Mowing by contract finish acres per year | 661.08 | 661.08 | 703.08 |
| Mowing by contract wastewater plants acres per year | 688.8 | 688.8 | 639.45 |
| Mowing by contract open acreage acres per year | 2,320.33 | 2,320.33 | 2,320.33 |
| Street sweeping base miles per month | 121.13 | 121.13 | 121.13 |
| Street sweeping alternate miles per month | 81.64 | 81.64 | 85.64 |

## FY2021 BUDGET NOTES:

1. ROW Mowing was increased by $3,000 and Concrete Raising was increased by $9,000 while Tree Trimming and Equipment Repair and Maintenance were each decreased by $6,000
2. The appropriation for vehicle loan is for the reimbursement to the Fleet Replacement Fund for the loans to purchase a dump truck ($8,350 yearly payments FY2013-FY2027) and a Gradall ($17,489 yearly payments FY2015-FY2029).



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Public Works | Public Works | 101-5022-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 1,294,851** | **$ 1,434,523** | **$ 1,434,523** | **$ 1,429,646** | **$ 1,498,446** | |
| **Supplies** | **303,071** | **371,800** | **371,800** | **373,050** | **373,050** | |
| **Maintenance and Services** | **698,005** | **820,295** | **835,795** | **853,320** | **820,291** | |
| **Other Expenses** | **25,839** | **25,839** | **25,839** | **25,839** | **25,839** | |
| **Subtotal** | **2,321,765** | **2,652,457** | **2,667,957** | **2,681,855** | **2,717,626** | 1.9% |
| **Capital Outlay** | **605,264** | **1,100,000** | **1,690,738** | **1,100,000** | **1,050,000** | -37.9% |
| **Total Expenditures** | **$ 2,927,030** | **$ 3,752,457** | **$ 4,358,695** | **$ 3,781,855** | **$ 3,767,626** | -13.6% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Executive Director of Public Services | 0.50 | 0.50 | 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 | |
| Administrative Technician | 0.24 | 0.24 | 0.24 | 0.24 | 0.24 | |
| 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 | 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 | |
| **Total Personnel** | 19.24 | 19.24 | 19.24 | 19.24 | 19.24 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Public Works | Public Works | 101-5022-530 |

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 874,778 | $ 961,824 | $ 961,824 | $ 961,824 | $ 1,009,787 | |
| 10 | 20 | Overtime | 7,954 | 10,300 | 10,300 | 10,300 | 10,300 | |
| 10 | 30 | Longevity | 12,360 | 14,689 | 14,689 | 14,562 | 16,166 | |
| 10 | 40 | Incentive Pay | 8,790 | 8,400 | 8,400 | 9,500 | 10,800 | |
| 11 | 10 | Salaries and Wages - Part Time | 3,393 | 8,850 | 8,850 | 3,000 | 8,892 | |
| 20 | 10 | Retirement | 149,904 | 163,256 | 163,256 | 163,256 | 172,102 | |
| 20 | 20 | Social Security | 65,321 | 77,084 | 77,084 | 77,084 | 81,039 | |
| 20 | 40 | Insurance | 149,807 | 166,621 | 166,621 | 166,621 | 164,557 | |
| 20 | 50 | Workers' Compensation | 16,278 | 17,610 | 17,610 | 17,610 | 18,695 | |
| 20 | 55 | Long Term Disability | 2,466 | 2,589 | 2,589 | 2,589 | 2,808 | |
| 20 | 60 | Auto Allowance | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | |
| 20 | 65 | Cell Phone Allowance | 1,400 | 900 | 900 | 900 | 900 | |
| | | **Subtotal** | **1,294,851** | **1,434,523** | **1,434,523** | **1,429,646** | **1,498,446** | 4.5% |
| | | **Supplies:** | | | | | | |
| 31 | 10 | Office Supplies | 1,197 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 31 | 35 | Business Expenses | 384 | 750 | 750 | 750 | 750 | |
| 31 | 40 | Clothing | 6,935 | 6,750 | 6,750 | 8,000 | 8,000 | |
| 31 | 90 | Other Supplies | 1,100 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 34 | 15 | Chemical Supplies | 3,380 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 34 | 30 | Cleaning Supplies | 117 | 500 | 500 | 500 | 500 | |
| 35 | 10 | Motor Vehicle Repair Supplies | 3,822 | 18,000 | 18,000 | 18,000 | 18,000 | |
| 35 | 40 | Street Repair Supplies | 173,676 | 212,500 | 212,500 | 212,500 | 212,500 | |
| 35 | 50 | Sidewalk Repair Supplies | 1,292 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 36 | 10 | Small Tools and Equipment | 2,463 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 36 | 25 | Street Sign Maintenance Supplies | 71,092 | 67,500 | 67,500 | 67,500 | 67,500 | |
| 36 | 30 | Safety Equipment | 3,072 | 3,600 | 3,600 | 3,600 | 3,600 | |
| 37 | 20 | Electricity | 2,986 | 4,200 | 4,200 | 4,200 | 4,200 | |
| 37 | 30 | Fuel, Oil and Lubricants | 31,557 | 38,000 | 38,000 | 38,000 | 38,000 | |
| | | **Subtotal** | **303,071** | **371,800** | **371,800** | **373,050** | **373,050** | 0.3% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | 2,016 | 1,680 | 1,680 | 1,680 | 1,680 | |
| 43 | 80 | Storm Water Management Program | 28,461 | 15,000 | 15,000 | 15,000 | 15,000 | |
| 43 | 81 | Speed Hump Program | 1,600 | 15,000 | 15,000 | 15,000 | 15,000 | |
| 51 | 20 | General Insurance | 22,962 | 23,500 | 23,500 | 24,400 | 23,500 | |
| 52 | 10 | Telephone/Communications | 3,061 | 2,800 | 2,800 | 2,800 | 2,800 | |
| 52 | 20 | Postage | - | 100 | 100 | 100 | 100 | |
| 55 | 10 | Education and Training | 3,105 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 56 | 24 | Equipment Rentals | 238 | 3,030 | 3,030 | 3,030 | 3,030 | |
| 56 | 25 | Fleet Replacement | 105,291 | 105,585 | 105,585 | 105,585 | 105,581 | |
| 57 | 10 | Other Contractual Services | 280,480 | - | - | - | - | |
| 57 | 11 | Other Contractual Services - Mosquito Spraying | 29,323 | 50,000 | 50,000 | 50,000 | 50,000 | |
| 57 | 12 | Other Contractual Services - Streep Striping | - | 50,000 | 50,000 | 50,000 | 50,000 | |
| 57 | 13 | Other Contractual Services - Street Sweeping | - | 92,000 | 92,000 | 92,000 | 92,000 | |
| 57 | 14 | Other Contractual Services - ROW Mowing | - | 192,000 | 192,000 | 195,000 | 195,000 | |
| 57 | 20 | Other Contractual Services - Concrete Raising | 35,219 | 40,000 | 40,000 | 40,000 | 49,000 | |
| 62 | 40 | Grounds Maintenance - Annual Tree Trimming | 53,997 | 55,000 | 55,000 | 43,625 | 49,000 | |
| 63 | 10 | Building Repair and Maintenance | 2,128 | 4,600 | 4,600 | 4,600 | 4,600 | |
| 63 | 25 | Equipment Repair and Maintenance | 49,559 | 55,000 | 55,000 | 80,000 | 49,000 | |
| 63 | 26 | Radio Repair and Maintenance | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| 63 | 28 | Sidewalk Repair and Replacement | 80,566 | 110,000 | 125,500 | 125,500 | 110,000 | |
| | | **Subtotal** | **698,005** | **820,295** | **835,795** | **853,320** | **820,291** | -1.9% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **ACCOUNT:** |
|---|---|---|---|
| General | Public Works | Public Works | 101-5022-530 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL CONTINUED~** | | | | | | |
| | **Capital Outlay:** | | | | | | |
| 70 30 | Street Overlay | 605,264 | 1,100,000 | 1,690,738 | 1,100,000 | 1,050,000 | |
| | **Subtotal** | **605,264** | **1,100,000** | **1,690,738** | **1,100,000** | **1,050,000** | -37.9% |
| | **Other Expenses:** | | | | | | |
| 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** | **$ 2,927,030** | **$ 3,752,457** | **$ 4,358,695** | **$ 3,781,855** | **$ 3,767,626** | -13.6% |



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# STREET LIGHTING & TRAFFIC SIGNALS

## PROGRAM DESCRIPTION:

The Street Lighting and Traffic Signals activity is under the direction of the Executive Director of Public Services 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.
- Stock replacement parts for traffic signals.
- Coordinate the signal timing along Reading Road from FM 2218 to FM 2977.
- 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.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-2020 Estimate | 2020-21 Projected |
|---|---|---|---|
| Preventive Maintenance performed on Traffic Signals | 3 | 3 | 3 |
| New Street Light installed | 75 | 80 | 80 |

## FY2021 BUDGET NOTES:

1. No changes from FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Street Lighting and Signals | Public Works | 101-5023-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Supplies** | **$ 489,206** | **$ 505,000** | **$ 505,000** | **$ 505,000** | **$ 505,000** | |
| **Maintenance and Services** | **3,918** | **18,000** | **18,000** | **18,000** | **18,000** | |
| **Total Expenditures** | **$ 493,125** | **$ 523,000** | **$ 523,000** | **$ 523,000** | **$ 523,000** | 0.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 35 45 | New Light Installation | $ 6,191 | $ 15,000 | $ 15,000 | $ 15,000 | $ 15,000 | |
| 37 20 | Electricity | 483,015 | 490,000 | 490,000 | 490,000 | 490,000 | |
| | **Subtotal** | **489,206** | **505,000** | **505,000** | **505,000** | **505,000** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 51 20 | General Insurance | 958 | 750 | 750 | 750 | 750 | |
| 63 25 | Equipment Repair and Maintenance | 2,960 | 17,250 | 17,250 | 17,250 | 17,250 | |
| | **Subtotal** | **3,918** | **18,000** | **18,000** | **18,000** | **18,000** | 0.0% |
| | **Total Expenditures** | **$ 493,125** | **$ 523,000** | **$ 523,000** | **$ 523,000** | **$ 523,000** | 0.0% |



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# FLEET MAINTENANCE

## 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 Executive Director Public Services and Fleet 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: Maintain and update our current facilities to bring up to current standards.

Objectives:

- Repair and/or replace existing garage doors.
- Update waste oil recovery system.
- Install covered working area in front of bays.
- Update parts storage area.

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

Department Goal# 2: 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.

Department Goal # 3: Acquire a new fleet facility and fuel site for the City of Rosenberg.

Objectives:

- Replace existing underground fuel tanks with above ground tanks.
- Begin conversations and provide information necessary to the City Manager and/or Planning Dept. to acquire new or expanding facility.



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# FLEET MAINTENANCE

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Total Work Orders Completed | 389 | 400 | 425 |
| ASE Master Automobile Technician | 1 | 1 | 1 |
| ASE Master Medium/Heavy Truck Technician | 1 | 1 | 1 |
| Medium/Heavy Truck Technician | 1 | 1 | 2 |
| ASE Truck Equipment Technician | 1 | 1 | 2 |
| ASE Automobile Technician | 1 | 1 | 2 |
| Relevant Education classes attended | 4 | 2 | 10 |
| Fueling Station Compliance: | 2 | 2 | 2 |
| Number of times tanks tested | 1 | 1 | 1 |
| Number of times lines tested | 1 | 1 | 1 |

## FY2021 BUDGET NOTES:

1. No significant change from FY2020.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fleet Maintenance | Public Works | 101-5025-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 335,125** | **$ 372,850** | **$ 372,850** | **$ 372,850** | **$ 380,089** | |
| **Supplies** | **20,708** | **25,000** | **25,000** | **25,250** | **25,250** | |
| **Maintenance and Services** | **20,802** | **25,467** | **25,467** | **25,467** | **25,467** | |
| **Total Expenditures** | **$ 376,634** | **$ 423,317** | **$ 423,317** | **$ 423,567** | **$ 430,806** | 1.8% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Director of Fleet | 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 | |
| **Total Personnel** | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Fleet Maintenance | Public Works | 101-5025-530 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 244,071 | $ 267,800 | $ 267,800 | $ 267,800 | $ 273,000 | |
| 10 20 | Overtime | 1,788 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 10 30 | Longevity | 1,190 | 2,243 | 2,243 | 2,243 | 2,693 | |
| 10 40 | Incentive Pay | 200 | 300 | 300 | 300 | 300 | |
| 20 10 | Retirement | 40,780 | 44,446 | 44,446 | 44,446 | 45,467 | |
| 20 20 | Social Security | 18,554 | 20,797 | 20,797 | 20,797 | 21,228 | |
| 20 40 | Insurance | 24,608 | 29,884 | 29,884 | 29,884 | 29,884 | |
| 20 50 | Workers' Compensation | 3,273 | 5,165 | 5,165 | 5,165 | 5,272 | |
| 20 55 | Long Term Disability | 661 | 715 | 715 | 715 | 745 | |
| | **Subtotal** | **335,125** | **372,850** | **372,850** | **372,850** | **380,089** | 1.9% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 270 | 300 | 300 | 300 | 300 | |
| 31 40 | Clothing | 1,596 | 1,650 | 1,650 | 1,900 | 1,900 | |
| 31 90 | Other Supplies | 262 | 800 | 800 | 800 | 800 | |
| 34 30 | Cleaning Supplies | 776 | 800 | 800 | 800 | 800 | |
| 35 10 | Motor Vehicle Repair Supplies | 1,070 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 35 12 | Supply Inventory | 1,124 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 36 10 | Small Tools and Equipment | 9,970 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 36 30 | Safety Equipment | 268 | 350 | 350 | 350 | 350 | |
| 37 10 | Natural Gas | 1,254 | 2,100 | 2,100 | 2,100 | 2,100 | |
| 37 20 | Electricity | 1,195 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 37 30 | Fuel, Oil and Lubricants | 2,923 | 3,500 | 3,500 | 3,500 | 3,500 | |
| | **Subtotal** | **20,708** | **25,000** | **25,000** | **25,250** | **25,250** | 1.0% |
| | **Maintenance and Services:** | | | | | | |
| 51 20 | General Insurance | 6,078 | 6,400 | 6,400 | 6,400 | 6,400 | |
| 55 10 | Education and Training | 2,883 | 5,300 | 5,300 | 5,300 | 5,300 | |
| 56 25 | Fleet Replacement | 5,180 | 3,197 | 3,197 | 3,197 | 3,197 | |
| 57 10 | Other Contractual Services | 2,754 | 3,070 | 3,070 | 3,070 | 3,070 | |
| 63 10 | Building Repair and Maintenance | 1,595 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 63 25 | Equipment Repair and Maintenance | 2,311 | 4,500 | 4,500 | 4,500 | 4,500 | |
| | **Subtotal** | **20,802** | **25,467** | **25,467** | **25,467** | **25,467** | 0.0% |
| | **Total Expenditures** | **$ 376,634** | **$ 423,317** | **$ 423,317** | **$ 423,567** | **$ 430,806** | 1.8% |



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# SOLID WASTE

## 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of residential solid waste customers | 9,853 | 10,130 | 10,400 |
| Number of commercial solid waste customers/month | 1,067 | 1,099 | 1,150 |

## FY2021 BUDGET NOTES:

1. Both residential and commercial rates will slightly increase by 3%.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Solid Waste | Public Works | 101-5026-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Maintenance and Services** | **$ 3,399,332** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,600,000** | |
| **Total Expenditures** | **$ 3,399,332** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,600,000** | 2.9% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| None |

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 62 15 | Garbage Collection | 3,399,332 | $ 3,500,000 | $ 3,500,000 | $ 3,500,000 | $ 3,600,000 | |
| | **Subtotal** | **3,399,332** | **3,500,000** | **3,500,000** | **3,500,000** | **3,600,000** | 2.9% |
| | **Total Expenditures** | **$ 3,399,332** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,500,000** | **$ 3,600,000** | 2.9% |



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# BUILDING MAINTENANCE

## 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 Executive Director of Public Services 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
- Implement new work order system 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



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# BUILDING MAINTENANCE

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimated | 2020-2021 Projected |
|---|---|---|---|
| Work order received: | 400 | 400 | 425 |
| Work orders completed | 400 | 400 | 425 |
| Satisfaction survey results: | 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%+ |

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 Budget except for an increase in the Fleet Replacement due to the assignment of a repurposed vehicle to the Building Maintenance Department.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Building Maintenance | Public Works | 101-5040-530 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 127,529** | **$ 132,234** | **$ 132,234** | **$ 132,234** | **$ 135,121** | |
| **Supplies** | **13,038** | **14,700** | **14,700** | **14,700** | **14,700** | |
| **Maintenance and Services** | **10,527** | **11,312** | **11,312** | **11,812** | **16,100** | |
| **Total Expenditures** | **$ 151,094** | **$ 158,246** | **$ 158,246** | **$ 158,746** | **$ 165,921** | 4.8% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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 | |
| **Total Personnel** | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| General | Building Maintenance | Public Works | 101-5040-530 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 88,040 | $ 90,792 | $ 90,792 | $ 90,792 | $ 92,872 | |
| 10 20 | Overtime | 255 | 400 | 400 | 400 | 400 | |
| 10 30 | Longevity | 955 | 1,613 | 1,613 | 1,613 | 1,793 | |
| 10 40 | Incentive Pay | 600 | 600 | 600 | 600 | 600 | |
| 20 10 | Retirement | 14,822 | 15,271 | 15,271 | 15,271 | 15,675 | |
| 20 20 | Social Security | 6,712 | 7,146 | 7,146 | 7,146 | 7,319 | |
| 20 40 | Insurance | 14,716 | 14,942 | 14,942 | 14,942 | 14,942 | |
| 20 50 | Workers' Compensation | 1,170 | 1,233 | 1,233 | 1,233 | 1,263 | |
| 20 55 | Long Term Disability | 259 | 237 | 237 | 237 | 257 | |
| | **Subtotal** | **127,529** | **132,234** | **132,234** | **132,234** | **135,121** | 2.2% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 157 | 300 | 300 | 300 | 300 | |
| 31 40 | Clothing | 424 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 31 90 | Other Supplies & Equipment | 2,847 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 34 20 | Medical Supplies | 85 | 200 | 200 | 200 | 200 | |
| 34 30 | Cleaning Supplies | 279 | 500 | 500 | 500 | 500 | |
| 35 10 | Motor Vehicle Repair Supplies | 530 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 10 | Small Tools and Equipment | 6,490 | 6,700 | 6,700 | 6,700 | 6,700 | |
| 36 30 | Safety Equipment | 780 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 37 30 | Fuel, Oil and Lubricants | 1,447 | 1,000 | 1,000 | 1,000 | 1,000 | |
| | **Subtotal** | **13,038** | **14,700** | **14,700** | **14,700** | **14,700** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 51 20 | General Insurance | 1,521 | 1,600 | 1,600 | 2,100 | 2,100 | |
| 52 10 | Telephone/Communications | 968 | 1,300 | 1,300 | 1,300 | 1,300 | |
| 55 10 | Education and Training | 884 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 56 24 | Equipment Rentals | 222 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 56 25 | Fleet Replacement | 3,712 | 2,112 | 2,112 | 2,112 | 6,400 | |
| 63 25 | Equipment Repair and Maintenance | 3,219 | 4,300 | 4,300 | 4,300 | 4,300 | |
| | **Subtotal** | **10,527** | **11,312** | **11,312** | **11,812** | **16,100** | 42.3% |
| | **Total Expenditures** | **$ 151,094** | **$ 158,246** | **$ 158,246** | **$ 158,746** | **$ 165,921** | 4.8% |



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CITY OF ROSENBERG
FOUNDED 1883

# SPECIAL REVENUE FUNDS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



## 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 statues. 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. Expenditures are restricted to fund capital expenditures associated with the City's municipal cable channel.**

**Fire Station No. 3 Operating (230) – This fund is used to account for the operating cost of Fire Station No. 3.**



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**ALL SPECIAL REVENUE FUNDS**

| 2020-21 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) |
|---|---|---|---|---|---|---|---|
| ***RESOURCES:*** | | | | | | | |
| Total Beginning Balance | $ 696,494 | $ 48 | $ 166,736 | $ 333,789 | $ 235,914 | $ 35,984 | $ 641,604 |
| ***REVENUES:*** | | | | | | | |
| Sales Taxes | - | - | - | - | - | - | - |
| Other Taxes | 450,000 | - | - | - | - | - | - |
| Infrastructure Insp. Fees | - | - | - | - | - | - | - |
| Municipal Court Revenue | - | 14,900 | - | - | - | - | - |
| Narcotics seizure revenue | - | - | - | - | - | - | - |
| Grants | - | - | - | - | - | - | - |
| Interest Earnings | 6,000 | 30 | 500 | 3,000 | - | 500 | 5,000 |
| Miscellaneous Income | - | - | - | - | - | - | - |
| Proceeds from Iss. Debt | - | - | - | - | - | | - |
| Transfers In | - | - | - | - | - | - | - |
| Transfer from RDC | - | - | - | - | - | | - |
| Intergovernmental Revenue | - | - | - | - | - | - | - |
| Special Events | 1,000 | - | - | - | - | - | - |
| Contributions | - | - | 24,000 | - | - | - | 5,000 |
| TOTAL REVENUES | 457,000 | 14,930 | 24,500 | 3,000 | - | 500 | 10,000 |
| TOTAL FUNDS AVAILABLE | 1,153,494 | 14,978 | 191,236 | 336,789 | 235,914 | 36,484 | 651,604 |
| **EXPENDITURES/EXPENSES:** | | | | | | | |
| Personnel and Benefits | - | - | - | - | - | - | - |
| Supplies | 2,450 | - | - | 41,000 | - | 10,000 | - |
| Maintenance and Services | 108,600 | 14,900 | 10,500 | 27,500 | - | - | - |
| Subtotal | 111,050 | 14,900 | 10,500 | 68,500 | - | 10,000 | - |
| Capital Outlay | - | - | - | 217,800 | - | - | - |
| Other Expenditures | - | - | - | - | - | - | - |
| Transfers | 491,562 | - | - | - | - | - | - |
| TOTAL EXPENDITURES | 602,612 | 14,900 | 10,500 | 286,300 | - | 10,000 | - |
| ***ENDING FUND BALANCE:*** | | | | | | | |
| Total Ending Balance | 550,882 | 78 | 180,736 | 50,489 | 235,914 | 26,484 | 651,604 |
| Restricted Balance | 550,882 | 78 | - | 50,489 | 235,914 | 26,484 | 651,604 |
| Committed Balance | - | - | 180,736 | - | - | - | - |
| ***FUND TOTAL*** | $ 1,153,494 | $ 14,978 | $ 191,236 | $ 336,789 | $ 235,914 | $ 36,484 | $ 651,604 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**ALL SPECIAL REVENUE FUNDS**

| 2020-21 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) | 2020-21 Total Budget |
| $ 143,398 | $ 190,218 | $ 2,928 | $ 445,806 | $ 214,857 | $ 272,931 | $ 19,447 | $ 3,400,154 |
| - | - | - | - | - | - | - | - |
| - | - | - | - | - | 57,000 | - | 507,000 |
| - | - | - | - | - | - | - | - |
| 23,000 | 41,000 | 10,000 | - | - | - | - | 88,900 |
| - | - | - | - | - | - | - | - |
| - | - | - | - | - | - | - | - |
| 1,000 | 1,000 | - | 3,000 | 1,000 | 1,000 | 800 | 22,830 |
| - | - | - | - | 24,520 | - | - | 24,520 |
| - | - | - | - | - | - | - | - |
| - | - | - | - | - | - | 1,537,615 | 1,537,615 |
| - | - | - | - | - | - | - | - |
| - | - | - | 1,278,000 | - | - | - | 1,278,000 |
| - | - | - | - | - | - | - | 1,000 |
| - | - | - | - | - | - | - | 29,000 |
| 24,000 | 42,000 | 10,000 | 1,281,000 | 25,520 | 58,000 | 1,538,415 | 3,488,865 |
| 167,398 | 232,218 | 12,928 | 1,726,806 | 240,377 | 330,931 | 1,557,862 | 6,889,019 |
| - | - | - | - | - | - | 1,307,665 | 1,307,665 |
| - | 23,000 | - | - | 10,000 | - | 103,700 | 190,150 |
| 2,000 | 30,000 | - | - | 78,100 | - | 127,050 | 398,650 |
| 2,000 | 53,000 | - | - | 88,100 | - | 1,538,415 | 1,896,465 |
| - | - | - | - | - | 15,000 | - | 232,800 |
| - | - | - | - | - | - | - | - |
| 33,634 | 7,800 | 10,000 | 1,443,146 | - | - | - | 1,986,142 |
| 35,634 | 60,800 | 10,000 | 1,443,146 | 88,100 | 15,000 | 1,538,415 | 4,115,407 |
| 131,764 | 171,418 | 2,928 | 283,660 | 152,277 | 315,931 | 19,447 | 2,773,612 |
| 131,764 | 171,418 | 2,928 | 283,660 | 152,277 | 315,931 | - | 2,573,428 |
| - | - | - | - | - | - | 19,447 | 200,184 |
| $ 167,398 | $ 232,218 | $ 12,928 | $ 1,726,806 | $ 240,377 | $ 330,931 | $ 1,557,862 | $ 6,889,019 |



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# HOTEL/MOTEL FUND

## 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.

**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.

**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 stakeholders 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.

## FY2021 BUDGET NOTES:

**Revenues:**

1. Hotel Occupancy Taxes decreased by nearly $75,000 due to COVID-19 and effects on traveling.

**Expenditures/Expenses:**

**Department 1211 – Marketing/Tourism:**

2. Contributions to qualified entities through the HOT Grant programs were removed from the FY2021 budget due to reduction in revenues.
3. Several other line items were reduced due to the reduction in revenues.
4. Tourism Travel and Training line item will cover expenses for TACVB trainings and webinars.
5. Transfer to General Fund for Rosenberg Christmas Nights (100%) and Communications personnel (10%) and Economic Development personnel (10% and 20%) for tourism and advertising efforts.

**Department 1212 – Main Street Program:**

6. The Main Street Manager position was not budgeted for FY2021. Due to the reduction in HOT revenues, the City will be seeking approval from the Texas Main Street Program for a temporary alternative participation model for FY2021, while maintaining its status as a designated Main Street community.
7. Line item 5310 for advertising – Budgeted $10,400 for the bimonthly newsletter printing and inserting into utility bills.
8. Façade Improvement Program was decreased from $20,000 to $10,000.
9. Line item for Downtown Events will consist of downtown events such as the Chocolate Walk, Artisan Market and Small Business Saturday.
10. Main Street Travel and Training will cover expenses for online trainings, webinars and our annual Main Street Workshop with the Texas Historical Commission.
11. Budget includes the use of $145,612 of fund balance to balance the FY2021 Budget, which is less than the amounts used in previous years.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**HOTEL/MOTEL FUND** **FUND: 212**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **HOTEL/MOTEL FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 1,558,963 | $ 868,376 | $ 1,145,288 | $ 1,145,288 | $ 696,494 |
| Revenues and Transfers In | 569,917 | 551,000 | 551,000 | 465,500 | 457,000 |
| Total Funds Available | 2,128,880 | 1,419,376 | 1,696,288 | 1,610,788 | 1,153,494 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 983,592 | 817,491 | 1,017,491 | 914,294 | 602,612 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 1,145,288 | 601,885 | 678,797 | 696,494 | 550,882 |
| ***Fund Total*** | $ 2,128,880 | $ 1,419,376 | $ 1,696,288 | $ 1,610,788 | $ 1,153,494 |
| Net Revenues (Expenditures) | (413,675) | (266,491) | (466,491) | (448,794) | (145,612) |



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**CITY OF ROSENBERG**
**2020-21 BUDGET**

**HOTEL/MOTEL FUND** **FUND: 212**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| **REVENUES:** | | | | | | |
| 40500 Hotel/Motel Occupancy Taxes | $ 537,357 | $ 525,000 | $ 525,000 | $ 450,000 | $ 450,000 | |
| 45100 Interest Earnings | 31,610 | 20,000 | 20,000 | 15,000 | 6,000 | |
| 46640 Bark in the Park Sponsorships | 190 | - | - | - | - | |
| 46670 Downtown Seasonal Events | 760 | 5,000 | 5,000 | 500 | - | |
| 46680 Sponsorships | - | 1,000 | 1,000 | - | 1,000 | |
| **TOTAL REVENUES** | 569,917 | 551,000 | 551,000 | 465,500 | 457,000 | -17.1% |
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **EXPENDITURES:** | | | | | | |
| Personnel and Benefits | $ 53,839 | $ 80,427 | $ 80,427 | $ 52,080 | $ - | |
| Supplies | 1,380 | 4,400 | 4,400 | 1,950 | 2,450 | |
| Maintenance and Services | 149,044 | 238,000 | 238,000 | 165,600 | 108,600 | |
| Transfers to Other Funds | 459,125 | 494,664 | 494,664 | 494,664 | 491,562 | |
| **Subtotal** | **663,388** | **817,491** | **817,491** | **714,294** | **602,612** | -26.3% |
| Capital Outlay | **263,147** | **-** | **-** | **-** | **-** | |
| **TOTAL EXPENDITURES** | **$ 926,535** | **$ 817,491** | **$ 817,491** | **$ 714,294** | **$ 602,612** | -26.3% |

**~ 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 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Hotel/Motel | Economic Development | Marketing/Tourism | 212-1211-510 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ EXPENDITURE SUMMARY ~** | | | | | | |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | 1,045 | 2,400 | 2,400 | 1,200 | 1,700 | |
| Maintenance and Services | 101,783 | 162,600 | 162,600 | 125,700 | 46,700 | |
| Subtotal | 102,828 | 165,000 | 165,000 | 126,900 | 48,400 | -70.7% |
| Capital Outlay | - | - | 200,000 | 200,000 | - | |
| Transfers | 459,125 | 494,664 | 494,664 | 494,664 | 491,562 | |
| TOTAL EXPENDITURES | $ 561,953 | $ 659,664 | $ 859,664 | $ 821,564 | $ 539,962 | -37.2% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Hotel/Motel | Economic Development | Marketing/Tourism | 212-1211-510 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | - | 300 | 300 | - | - | |
| 31 35 | Business Expenses | 208 | 600 | 600 | 200 | 500 | |
| 37 20 | Electricity | 837 | 1,500 | 1,500 | 1,000 | 1,200 | |
| | **Subtotal** | **1,045** | **2,400** | **2,400** | **1,200** | **1,700** | -29.2% |
| | **Maintenance and Services:** | | | | | | |
| 41 20 | Contributions to Other Entities | 78,026 | 100,000 | 100,000 | 80,000 | - | |
| 42 35 | Dues, Subscriptions, Memberships | 2,400 | 3,600 | 3,600 | 1,200 | 1,200 | |
| 43 90 | Other Professional Services | 1,300 | 5,500 | 5,500 | 2,000 | 2,000 | |
| 52 20 | Postage | - | 500 | 500 | 500 | 500 | |
| 53 10 | Advertising | 19,408 | 50,000 | 50,000 | 40,000 | 40,000 | |
| 55 10 | Education and Training | 648 | 3,000 | 3,000 | 2,000 | 3,000 | |
| | **Subtotal** | **101,783** | **162,600** | **162,600** | **125,700** | **46,700** | -71.3% |
| | **Capital Outlay:** | | | | | | |
| 70 20 | Buildings | - | - | 200,000 | 200,000 | (A) | |
| 70 30 | Improv O/T Buildings - Big League Baseball Field | 263,147 | - | - | - | - | |
| 70 31 | Improv O/T Buildings - Downtown Sidewalks | 57,057 | - | - | - | - | |
| | **Subtotal** | **320,204** | **-** | **200,000** | **200,000** | **-** | 0.0% |
| | **Transfers:** | | | | | | |
| 91 01 | Transfer to General Fund | 154,925 | 160,664 | 160,664 | 160,664 | 157,562 | |
| 95 60 | Transfer to Civic Center Fund | 304,200 | 334,000 | 334,000 | 334,000 | 334,000 | |
| | **Subtotal** | **459,125** | **494,664** | **494,664** | **494,664** | **491,562** | -0.6% |
| | **Total Expenditures** | **$ 882,157** | **$ 659,664** | **$ 859,664** | **$ 821,564** | **$ 539,962** | -37.2% |

(A) - Project balance will carry over into Fiscal Year 2021



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Hotel/Motel | Economic Development | Main Street Program | 212-1212-510 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ EXPENDITURE SUMMARY ~** | | | | | | |
| ***EXPENDITURES:*** | | | | | | |
| Personnel and Benefits | 53,839 | 80,427 | 80,427 | 52,080 | - | |
| Supplies | 335 | 2,000 | 2,000 | 750 | 750 | |
| Maintenance and Services | 47,261 | 75,400 | 75,400 | 39,900 | 61,900 | |
| Subtotal | 101,435 | 157,827 | 157,827 | 92,730 | 62,650 | -60.3% |
| TOTAL EXPENDITURES | $ 101,435 | $ 157,827 | $ 157,827 | $ 92,730 | $ 62,650 | -60.3% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Hotel/Motel | Economic Development | Main Street Program | 212-1212-510 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 39,739 | $ 58,656 | $ 58,656 | $ 40,000 | $ - | |
| 10 30 | Longevity | - | - | - | - | - | |
| 20 10 | Retirement | 6,555 | 9,590 | 9,590 | 5,500 | - | |
| 20 20 | Social Security | 2,992 | 4,487 | 4,487 | 2,400 | - | |
| 20 40 | Insurance | 4,411 | 7,471 | 7,471 | 4,050 | - | |
| 20 50 | Workers' Compensation | 42 | 65 | 65 | 40 | - | |
| 20 55 | Long Term Disability | 101 | 158 | 158 | 90 | - | |
| | **Subtotal** | **53,839** | **80,427** | **80,427** | **52,080** | **-** | -100.0% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 335 | 1,000 | 1,000 | 500 | 500 | |
| 31 90 | Other Supplies | - | 1,000 | 1,000 | 250 | 250 | |
| | **Subtotal** | **335** | **2,000** | **2,000** | **750** | **750** | -62.5% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 1,445 | 2,000 | 2,000 | 1,000 | 1,000 | |
| 43 90 | Other Professional Services | - | 1,000 | 1,000 | - | 1,000 | |
| 52 10 | Telephone/Communications | 772 | 1,500 | 1,500 | - | - | |
| 52 20 | Postage | 8 | 500 | 500 | 500 | 500 | |
| 53 10 | Advertising/Marketing | 8,154 | 10,400 | 10,400 | 10,400 | 10,400 | |
| 53 15 | Facade Improvement Program | 939 | 20,000 | 20,000 | 10,000 | 10,000 | |
| 53 20 | Physical Improvement Program | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 53 25 | Downtown Seasonal Events | 23,485 | 25,000 | 25,000 | 5,000 | 25,000 | |
| 54 10 | Printing and Binding | 220 | 2,000 | 2,000 | 500 | 1,000 | |
| 55 10 | Education and Training | 1,888 | 3,000 | 3,000 | 2,500 | 3,000 | |
| 56 15 | Building Rentals | 350 | - | - | - | - | |
| | **Subtotal** | **47,261** | **75,400** | **75,400** | **39,900** | **61,900** | -17.9% |
| | **Total Expenditures** | **$ 101,435** | **$ 157,827** | **$ 157,827** | **$ 92,730** | **$ 62,650** | -60.3% |



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# MUNICIPAL COURT TECHNOLOGY FUND

## PROGRAM DESCRIPTION:

The Municipal Court Technology Fund is under the general direction of the Assistant City Manager and Court Administrator. 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.

## FY2021 BUDGET NOTES:

1. The appropriation for Computer software Repair and Maintenance includes a portion of the annual maintenance cost for Incode software. The remaining cost is charged to Fund 603.

**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**MUNICIPAL COURT TECHNOLOGY FUND** **FUND: 213**

| Classification | 2017-18 Actual | 2018-19 Adopted Budget | 2018-19 Adjusted Budget | 2018-19 Estimate | 2019-20 Budget |
|---|---|---|---|---|---|
| **MUNICIPAL COURT TECHNOLOGY FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 4,061 | $ 639 | $ 48 | $ 48 | $ 48 |
| Revenues and Transfers In | 17,560 | 18,150 | 18,150 | 14,950 | 14,930 |
| Total Funds Available | 21,621 | 18,789 | 18,198 | 14,998 | 14,978 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 21,572 | 18,789 | 18,789 | 14,950 | 14,900 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 48 | - | (591) | 48 | 78 |
| ***Fund Total*** | $ 21,621 | $ 18,789 | $ 18,198 | $ 14,998 | $ 14,978 |
| Net Revenues (Expenditures) | (4,013) | (639) | (639) | - | 30 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**MUNICIPAL COURT TECHNOLOGY FUND** **FUND: 213**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 44160 Time Payment Fees | $ 2,164 | $ 2,300 | $ 2,300 | $ 1,300 | $ 1,300 | |
| 44196 Municipal Court Tech Fund Fee | 15,343 | 15,750 | 15,750 | 13,600 | 13,600 | |
| 45100 Interest Earnings | 53 | 100 | 100 | 50 | 30 | |
| TOTAL REVENUES | $ 17,560 | $ 18,150 | $ 18,150 | $ 14,950 | $ 14,930 | -17.7% |
| ***EXPENDITURES:*** | | | | | | |
| Maintenance and Services | 21,572 | 18,789 | 18,789 | 14,950 | 14,900 | |
| Subtotal | 21,572 | 18,789 | 18,789 | 14,950 | 14,900 | -20.7% |
| TOTAL EXPENDITURES | $ 21,572 | $ 18,789 | $ 18,789 | $ 14,950 | $ 14,900 | -20.7% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| None | | | | | | |
| **Maintenance and Services:** | | | | | | |
| 63 40 Computer Software Repair and Maintenance | 21,572 | 18,789 | 18,789 | 14,950 | 14,900 | |
| **Subtotal** | **21,572** | **18,789** | **18,789** | **14,950** | **14,900** | -20.7% |
| **Total Expenditures** | **$ 21,572** | **$ 18,789** | **$ 18,789** | **$ 14,950** | **$ 14,900** | -20.7% |



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# BEAUTIFICATION FUND

## PROGRAM DESCRIPTION:

The Beautification Fund is under the general direction of the Director of Economic Development. 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.

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**BEAUTIFICATION FUND** **FUND: 214**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **BEAUTIFICATION FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 133,591 | $ 158,491 | $ 158,236 | $ 158,236 | $ 166,736 |
| Revenues and Transfers In | 25,609 | 25,500 | 25,500 | 25,500 | 24,500 |
| Total Funds Available | 159,200 | 183,991 | 183,736 | 183,736 | 191,236 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 964 | 10,500 | 19,500 | 17,000 | 10,500 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 158,236 | 173,491 | 164,236 | 166,736 | 180,736 |
| ***Fund Total*** | $ 159,200 | $ 183,991 | $ 183,736 | $ 183,736 | $ 191,236 |
| Net Revenues (Expenditures) | 24,645 | 15,000 | 6,000 | 8,500 | 14,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**BEAUTIFICATION FUND** **FUND: 214**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 3,609 | $ 1,500 | $ 1,500 | $ 1,500 | $ 500 | |
| 47110 Contributions - Beautification | 22,000 | 24,000 | 24,000 | 24,000 | 24,000 | |
| TOTAL REVENUES | $ 25,609 | $ 25,500 | $ 25,500 | $ 25,500 | $ 24,500 | -3.9% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | - | - | 9,000 | 9,000 | - | -100.0% |
| Maintenance and Services | $ 964 | $ 10,500 | $ 10,500 | $ 8,000 | $ 10,500 | |
| TOTAL EXPENDITURES | $ 964 | $ 10,500 | $ 19,500 | $ 17,000 | $ 10,500 | -46.2% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 31 90 | Other Supplies | - | - | 9,000 | 9,000 | - | -100.0% |
| | **Subtotal** | **-** | | **9,000** | **9,000** | **-** | -100.0% |
| | **Maintenance and Services:** | | | | | | |
| 42 50 | Keep Rosenberg Beautiful Program | $ - | $ 100 | $ 100 | $ 100 | $ 100 | |
| 42 52 | Rosenberg Image Committee Expenses | 164 | 3,000 | 3,000 | 500 | 3,000 | |
| 54 15 | Community Education | - | 2,400 | 2,400 | 2,400 | 2,400 | |
| 57 10 | Other Contractual Services | 800 | 5,000 | 5,000 | 5,000 | 5,000 | |
| | **Subtotal** | **964** | **10,500** | **10,500** | **8,000** | **10,500** | 0.0% |
| | **Total Expenditures** | **$ 964** | **$ 10,500** | **$ 19,500** | **$ 17,000** | **$ 10,500** | -46.2% |



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# LAW ENFORCEMENT FUND

## 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.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Community Oriented Events Attended | 61 | 60 | 60 |
| Calls for service | 54,028 | 55,115 | 56,217 |
| | | | |
| Average Response Time (Priority 1) | 7m43s | 7m45s | 7m |
| Calls for service (911) | 6,076 | 5,583 | 5,136 |
| Calls for service per uniformed officer | 1,637 | 1,778 | 1,561 |
| Total calls responded to in less than 3 minutes | 1,149 | 914 | 1200+ |
| Average Number of Patrol Officer/Sgt. | 33 | 38 | 40 |
| Percent of priority 1 calls to total calls | 10% | 8% | 9% |
| Number of criminal reports | 3,845 | 3,379 | 2,974 |
| Percent of reported crimes cleared | 64% | 60% | 60% |
| Number of citizen complaints against Police Officers | 21 (4) | 14 (0) | Unk |
| Percent completion of complaints within 30 days | 76% | 93% | Unk |

## FY2021 BUDGET NOTES:

1. Small Tools and Equipment includes:
    - $10,000 for miscellaneous needs during the year; and
    - $25,000 for the purchase of fifteen (15) tasers
2. The Machinery and Equipment line item includes $136,800 for the patrol vehicle computer upgrades and $81,000 for the Higher Ground replacement.
3. Budget includes the use of $283,300 of fund balance to balance the FY2021 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**LAW ENFORCEMENT FUND** **FUND: 215**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **LAW ENFORCEMENT FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 455,426 | $ 312,424 | $ 455,789 | $ 455,789 | $ 333,789 |
| Revenues and Transfers In | 132,211 | 2,000 | 2,000 | 53,000 | 3,000 |
| Total Funds Available | 587,637 | 314,424 | 457,789 | 508,789 | 336,789 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 131,848 | 175,000 | 175,000 | 175,000 | 286,300 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 455,789 | 139,424 | 282,789 | 333,789 | 50,489 |
| ***Fund Total*** | $ 587,637 | $ 314,424 | $ 457,789 | $ 508,789 | $ 336,789 |
| Net Revenues (Expenditures) | 363 | (173,000) | (173,000) | (122,000) | (283,300) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## LAW ENFORCEMENT FUND — FUND: 215

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 42330 Intergovernmental - Narcotics Revenue | $ 120,885 | $ - | $ - | $ 49,500 | $ - | |
| 45100 Interest Earnings | 11,326 | 2,000 | 2,000 | 3,500 | 3,000 | |
| 46900 Miscellaneous Income | - | - | - | - | - | |
| TOTAL REVENUES | $ 132,211 | $ 2,000 | $ 2,000 | $ 53,000 | $ 3,000 | 50.0% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | $ 18,846 | $ 42,500 | $ 42,500 | $ 42,500 | $ 41,000 | |
| Maintenance and Services | 13,875 | 27,500 | 27,500 | 27,500 | 27,500 | |
| Subtotal | 32,721 | 70,000 | 70,000 | 70,000 | 68,500 | -2.1% |
| Transfers to Other Funds | - | - | - | - | - | |
| Capital Outlay | 99,127 | 105,000 | 105,000 | 105,000 | 217,800 | |
| TOTAL EXPENDITURES | $ 131,848 | $ 175,000 | $ 175,000 | $ 175,000 | $ 286,300 | 63.6% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 32 20 | Police Operation Supplies | $ 5,163 | $ 6,000 | $ 6,000 | $ 6,000 | $ 6,000 | |
| 36 10 | Small Tools and Equipment | 13,683 | 36,500 | 36,500 | 36,500 | 35,000 | |
| | **Subtotal** | **18,846** | **42,500** | **42,500** | **42,500** | **41,000** | -3.5% |
| | **Maintenance and Services:** | | | | | | |
| 55 10 | Education and Training | 13,875 | 27,500 | 27,500 | 27,500 | 27,500 | |
| | **Subtotal** | **13,875** | **27,500** | **27,500** | **27,500** | **27,500** | 0.0% |
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery and Equipment | - | 19,000 | 19,000 | 19,000 | 217,800 | |
| 70 42 | Motor Vehicles | 99,127 | 86,000 | 86,000 | 86,000 | - | |
| | **Subtotal** | **99,127** | **105,000** | **105,000** | **105,000** | **217,800** | 107.4% |
| | **Total Expenditures** | **$ 131,848** | **$ 175,000** | **$ 175,000** | **$ 175,000** | **$ 286,300** | 63.6% |



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# COMMUNITY DEVELOPMENT BLOCK GRANT FUND

## 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 State of Texas through Fort Bend County. For the past several years, the City of Rosenberg has been using these grant proceeds to reconstruct the sanitary sewer lines in north Rosenberg. In FY2015 through FY2018, the funds were being used to reconstruct water lines in north Rosenberg.

## FY2021 BUDGET NOTES:

1. The City will use the grant funds for the completion of Phase VII of water and wastewater improvements in north Rosenberg.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## COMMUNITY DEVELOPMENT BLOCK GRANT FUND — FUND: 216

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 203,180 | $ 213,806 | $ 329,318 | $ 329,318 | $ 235,914 |
| Revenues and Transfers In | 196,810 | 600,000 | 938,000 | 938,000 | - |
| Total Funds Available | 399,990 | 813,806 | 1,267,318 | 1,267,318 | 235,914 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 70,672 | 600,000 | 600,000 | 1,031,404 | - |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 329,318 | 213,806 | 667,318 | 235,914 | 235,914 |
| ***Fund Total*** | $ 399,990 | $ 813,806 | $ 1,267,318 | $ 1,267,318 | $ 235,914 |
| Net Revenues (Expenditures) | 126,138 | - | 338,000 | (93,404) | - |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND** **FUND: 216**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 42220 Intergovernmental - CDBG Grants | $ 119,210 | $ 600,000 | $ 938,000 | $ 938,000 | $ - | |
| 48501 Transfer from Water/Wastewater Fund | 77,600 | - | - | - | - | |
| TOTAL REVENUES | $ 196,810 | $ 600,000 | $ 938,000 | $ 938,000 | $ - | -100.0% |
| ***EXPENDITURES:*** | | | | | | |
| Capital Outlay | $ 70,672 | $ 600,000 | $ 600,000 | $ 1,031,404 | $ - | |
| TOTAL EXPENDITURES | $ 70,672 | $ 600,000 | $ 600,000 | $ 1,031,404 | $ - | -100.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 35 | North Side Water/Sewer Improvements - Candler Rd | - | - | - | 431,404 | - | |
| 70 36 | North Side Water/Sewer Improvements - Phase VII | - | 600,000 | 600,000 | 600,000 | (A) | |
| 95 01 | Transfer to W/WW Fund | 70,672 | - | - | - | - | |
| | **Subtotal** | **70,672** | **600,000** | **600,000** | **1,031,404** | **-** | -100.0% |
| | **Total Expenditures** | **$ 70,672** | **$ 600,000** | **$ 600,000** | **$ 1,031,404** | **$ -** | -100.0% |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2021.



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# POLICE ASSET FORFEITURE FUND

## 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 statues 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.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Community Oriented Events Attended | 61 | 60 | 60 |
| Calls for service | 54,028 | 55,115 | 56,217 |
| | | | |
| Average Response Time (Priority 1) | 7m43s | 7m45s | 7m |
| Calls for service (911) | 6,076 | 5,583 | 5,136 |
| Calls for service per uniformed officer | 1,637 | 1,778 | 1,561 |
| Total calls responded to in less than 3 minutes | 1,149 | 914 | 1200+ |
| Average Number of Patrol Officer/Sgt. | 33 | 38 | 40 |
| Percent of priority 1 calls to total calls | 10% | 8% | 9% |
| Number of criminal reports | 3,845 | 3,379 | 2,974 |
| Percent of reported crimes cleared | 64% | 60% | 60% |
| Number of citizen complaints against Police Officers | 21 | 14 | Unk |
| Percent completion of complaints within 30 days | 76% | 93% | Unk |

## FY2021 BUDGET NOTES:

1. Small Tools and Equipment includes $10,000 for miscellaneous needs during the year.
2. Budget includes the use of $9,500 of fund balance to balance the FY2021 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**POLICE ASSET FORFEITURE FUND** **FUND: 218**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **POLICE ASSET FORFEITURE FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 41,150 | $ 42,179 | $ 38,934 | $ 38,934 | $ 35,984 |
| Revenues and Transfers In | 2,399 | 500 | 500 | 7,050 | 500 |
| Total Funds Available | 43,549 | 42,679 | 39,434 | 45,984 | 36,484 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 4,616 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 38,934 | 32,679 | 29,434 | 35,984 | 26,484 |
| ***Fund Total*** | $ 43,549 | $ 42,679 | $ 39,434 | $ 45,984 | $ 36,484 |
| Net Revenues (Expenditures) | (2,216) | (9,500) | (9,500) | (2,950) | (9,500) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**POLICE ASSET FORFEITURE FUND** **FUND: 218**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 1,164 | $ 500 | $ 500 | $ 1,000 | $ 500 | |
| 46900 Miscellaneous Income | 1,236 | - | - | 6,050 | - | |
| TOTAL REVENUES | $ 2,399 | $ 500 | $ 500 | $ 7,050 | $ 500 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | $ 4,616 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | |
| Maintenance and Services | - | - | - | - | - | |
| Subtotal | 4,616 | 10,000 | 10,000 | 10,000 | 10,000 | 0.0% |
| TOTAL EXPENDITURES | $ 4,616 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | 0.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 36 10 | Small Tools and Equipment | $ 4,616 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | 0.0% |
| | **Subtotal** | **4,616** | **10,000** | **10,000** | **10,000** | **10,000** | 0.0% |
| | **Total Expenditures** | **$ 4,616** | **$ 10,000** | **$ 10,000** | **$ 10,000** | **$ 10,000** | 0.0% |



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# PARKLAND DEDICATION FUND

## 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 ten years of being collected.

## FY2021 BUDGET NOTES:

1. There are no projects budgeted at this time.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**PARK LAND DEDICATION FUND** **FUND: 221**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **PARK LAND DEDICATION FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 473,081 | $ 526,355 | $ 618,818 | $ 618,818 | $ 641,604 |
| Revenues and Transfers In | 269,878 | 10,000 | 10,000 | 85,000 | 10,000 |
| Total Funds Available | 742,959 | 536,355 | 628,818 | 703,818 | 651,604 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 124,141 | 41,000 | 62,214 | 62,214 | - |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 618,818 | 495,355 | 566,604 | 641,604 | 651,604 |
| ***Fund Total*** | $ 742,958 | $ 536,355 | $ 628,818 | $ 703,818 | $ 651,604 |
| Net Revenues (Expenditures) | 145,738 | (31,000) | (52,214) | 22,786 | 10,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**PARK LAND DEDICATION FUND** **FUND: 221**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 13,320 | $ 5,000 | $ 5,000 | $ 4,000 | $ 5,000 | |
| 47130 Developer Contributions | 256,558 | 5,000 | 5,000 | 81,000 | 5,000 | |
| TOTAL REVENUES | $ 269,878 | $ 10,000 | $ 10,000 | $ 85,000 | $ 10,000 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | - | 1,000 | 1,000 | 1,000 | - | |
| Subtotal | - | 1,000 | 1,000 | 1,000 | - | -100.0% |
| Transfers to Other Funds | - | | - | - | - | |
| Capital Outlay | $ 124,141 | $ 40,000 | $ 61,214 | $ 61,214 | $ - | |
| TOTAL EXPENDITURES | $ 124,141 | $ 41,000 | $ 62,214 | $ 62,214 | $ - | -100.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 31 90 | Other Supplies | $ - | $ 1,000 | $ 1,000 | $ 1,000 | $ - | -100.0% |
| | **Subtotal** | **-** | **1,000** | **1,000** | **1,000** | **-** | -100.0% |
| | **Capital Outlay:** | | | | | | |
| 70 30 | Imp O/T Bldgs - Big League Ball Field SCRSC | $ 8,457 | $ - | $ - | $ - | $ - | |
| 70 32 | Imp O/T Bldgs - Big League Ball Field SCRSC | 115,684 | - | 21,214 | 21,214 | - | |
| 70 33 | Imp O/T Bldgs - Shade Structure/Bleachers SCRSC | - | 40,000 | 40,000 | 40,000 | - | -100.0% |
| | **Subtotal** | **124,141** | **40,000** | **61,214** | **61,214** | **-** | -100.0% |
| | **Total Expenditures** | **$ 124,141** | **$ 41,000** | **$ 62,214** | **$ 62,214** | **$ -** | -100.0% |



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# JUVENILE CASE MANAGER FUND

## PROGRAM DESCRIPTION:

The Juvenile Case Manager Fund is under the general direction of the Assistant City Manager and Court Administrator. Revenues of the Fund are derived from State authorized court fees, which are legally restricted by Articles 102.015 and 102.0174 of the Code of Criminal Procedures, and Section 134.156 of the Local Government Code to certain expenditures. This fund can be used to fund a juvenile case manager.

## FY2021 BUDGET NOTES:

1. A portion of the salaries and benefits for the Court Administrator (10%) and the 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 $11,634 of fund balance to balance the FY2021 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**JUVENILE CASE MANAGER FUND** **FUND: 222**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **JUVENILE CASE MANAGER FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 165,596 | $ 158,396 | $ 159,532 | $ 159,532 | $ 143,398 |
| Revenues and Transfers In | 26,761 | 24,000 | 24,000 | 19,500 | 24,000 |
| Total Funds Available | 192,357 | 182,396 | 183,532 | 179,032 | 167,398 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 32,825 | 35,634 | 35,634 | 35,634 | 35,634 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 159,532 | 146,762 | 147,898 | 143,398 | 131,764 |
| ***Fund Total*** | $ 192,357 | $ 182,396 | $ 183,532 | $ 179,032 | $ 167,398 |
| Net Revenues (Expenditures) | (6,064) | (11,634) | (11,634) | (16,134) | (11,634) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**JUVENILE CASE MANAGER FUND** **FUND: 222**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 44166 Truancy Prevention Fees | $ 3,700 | $ 3,000 | $ 3,000 | $ 2,000 | $ 3,000 | |
| 44199 Other Fines and Forfeitures | 19,107 | 20,000 | 20,000 | 16,000 | 20,000 | |
| 45100 Interest Earnings | 3,954 | 1,000 | 1,000 | 1,500 | 1,000 | |
| TOTAL REVENUES | $ 26,761 | $ 24,000 | $ 24,000 | $ 19,500 | $ 24,000 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Maintenance and Services | $ 625 | $ 2,000 | $ 2,000 | $ 2,000 | $ 2,000 | |
| Subtotal | 625 | 2,000 | 2,000 | 2,000 | 2,000 | 0.0% |
| Transfers | 32,200 | 33,634 | 33,634 | 33,634 | 33,634 | |
| TOTAL EXPENDITURES | $ 32,825 | $ 35,634 | $ 35,634 | $ 35,634 | $ 35,634 | 0.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

**None**

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 55 10 | Education and Training | $ 625 | $ 2,000 | $ 2,000 | $ 2,000 | $ 2,000 | 0.0% |
| | **Subtotal** | **625** | **2,000** | **2,000** | **2,000** | **2,000** | 0.0% |
| | **Transfers:** | | | | | | |
| 91 01 | Transfer to General Fund | 32,200 | 33,634 | 33,634 | 33,634 | 33,634 | |
| | **Subtotal** | **32,200** | **33,634** | **33,634** | **33,634** | **33,634** | 0.0% |
| | **Total Expenditures** | **$ 32,825** | **$ 35,634** | **$ 35,634** | **$ 35,634** | **$ 35,634** | 0.0% |



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# CHILD SAFETY FUND

## PROGRAM DESCRIPTION:

The Child Safety Fund is under the general direction of the Assistant City Manager and Court Administrator. 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.

## FY2021 BUDGET NOTES:

1. Child Safety Program Supplies in the amount of $8,000 are included from the Police and Fire Departments.
2. The appropriation for $30,000 will fund street striping and crosswalk markings in designated school zones, as well as school zone sign repair and maintenance.
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 $18,800 of fund balance to balance the FY2021 Budget.

**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**CHILD SAFETY FUND** **FUND: 223**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **CHILD SAFETY FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 196,665 | $ 183,149 | $ 205,061 | $ 205,061 | $ 190,218 |
| Revenues and Transfers In | 48,679 | 42,000 | 42,000 | 45,957 | 42,000 |
| Total Funds Available | 245,344 | 225,149 | 247,061 | 251,018 | 232,218 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 40,283 | 60,800 | 60,800 | 60,800 | 60,800 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 205,061 | 164,349 | 186,261 | 190,218 | 171,418 |
| ***Fund Total*** | $ 245,344 | $ 225,149 | $ 247,061 | $ 251,018 | $ 232,218 |
| Net Revenues (Expenditures) | 8,396 | (18,800) | (18,800) | (14,843) | (18,800) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**CHILD SAFETY FUND** **FUND: 223**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 44150 School Zone Court Costs | $ 526 | $ 1,000 | $ 1,000 | $ 320 | $ 1,000 | |
| 44199 Other Fines and Forfeitures | 42,384 | 40,000 | 40,000 | 43,637 | 40,000 | |
| 45100 Interest Earnings | 5,083 | 1,000 | 1,000 | 2,000 | 1,000 | |
| 46900 Miscellaneous Income | 685 | - | - | - | - | |
| TOTAL REVENUES | $ 48,679 | $ 42,000 | $ 42,000 | $ 45,957 | $ 42,000 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | $ 14,805 | $ 23,000 | $ 23,000 | $ 23,000 | $ 23,000 | |
| Maintenance and Services | 17,678 | 30,000 | 30,000 | 30,000 | 30,000 | |
| Subtotal | 32,483 | 53,000 | 53,000 | 53,000 | 53,000 | 0.0% |
| Transfers | 7,800 | 7,800 | 7,800 | 7,800 | 7,800 | |
| TOTAL EXPENDITURES | $ 40,283 | $ 60,800 | $ 60,800 | $ 60,800 | $ 60,800 | 0.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

**None**

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 33 30 | Child Safety Program Supplies | $ 3,305 | $ 8,000 | $ 8,000 | $ 8,000 | $ 8,000 | 0.0% |
| 36 25 | School Zone Street Sign | 11,500 | 15,000 | 15,000 | 15,000 | 15,000 | |
| | **Subtotal** | **14,805** | **23,000** | **23,000** | **23,000** | **23,000** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 57 10 | Other Contractual Services | 17,678 | 30,000 | 30,000 | 30,000 | 30,000 | |
| | **Subtotal** | **17,678** | **30,000** | **30,000** | **30,000** | **30,000** | 0.0% |
| | **Transfers:** | | | | | | |
| 91 01 | Transfer to General Fund | 7,800 | 7,800 | 7,800 | 7,800 | 7,800 | |
| | **Subtotal** | **7,800** | **7,800** | **7,800** | **7,800** | **7,800** | 0.0% |
| | **Total Expenditures** | **$ 40,283** | **$ 60,800** | **$ 60,800** | **$ 60,800** | **$ 60,800** | 0.0% |



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# BUILDING SECURITY FUND

## 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.

## FY2021 BUDGET NOTES:

1. This budget includes the reimbursement to the General Fund for a portion of the Bailiff/Warrant Officer position.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**BUILDING SECURITY FUND** **FUND: 224**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **BUILDING SECURITY FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 4,829 | $ 1,209 | $ 908 | $ 908 | $ 2,928 |
| Revenues and Transfers In | 11,579 | 10,000 | 10,000 | 12,020 | 10,000 |
| Total Funds Available | 16,408 | 11,209 | 10,908 | 12,928 | 12,928 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 15,500 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 908 | 1,209 | 908 | 2,928 | 2,928 |
| ***Fund Total*** | $ 16,408 | $ 11,209 | $ 10,908 | $ 12,928 | $ 12,928 |
| Net Revenues (Expenditures) | (3,921) | - | - | 2,020 | - |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**BUILDING SECURITY FUND** **FUND: 224**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 44165 Municipal Court Bldg Security Fees | $ 11,513 | $ 10,000 | $ 10,000 | $ 12,000 | $ 10,000 | |
| 45100 Interest Earnings | 66 | - | - | 20 | - | |
| TOTAL REVENUES | $ 11,579 | $ 10,000 | $ 10,000 | $ 12,020 | $ 10,000 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Transfers | $ 15,500 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | |
| TOTAL EXPENDITURES | $ 15,500 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | 0.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Transfers:** | | | | | | |
| 91 01 | Transfer to General Fund | $ 15,500 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | |
| | **Subtotal** | **15,500** | **10,000** | **10,000** | **10,000** | **10,000** | 0.0% |
| | **Total Expenditures** | **$ 15,500** | **$ 10,000** | **$ 10,000** | **$ 10,000** | **$ 10,000** | 0.0% |



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# MUNICIPAL UTILITY DISTRICT (MUD) FIRE SERVICES FUND

## 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.

## FY2021 BUDGET NOTES:

1. The MUD Fire Services Fund began receiving payments from MUD 218 during FY2020.
2. The Transfer to Fire Station No. 3 was increased by $60,000 to cover Fire Station No. 3 operational costs.
3. Budget includes the use of $162,146 of fund balance to balance the FY2021 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**MUD FIRE SERVICES FUND** **FUND: 226**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **MUD FIRE SERVICES FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 660,372 | $ 570,873 | $ 611,952 | $ 611,952 | $ 445,806 |
| Revenues and Transfers In | 1,191,080 | 1,181,000 | 1,181,000 | 1,247,000 | 1,281,000 |
| Total Funds Available | 1,851,452 | 1,751,873 | 1,792,952 | 1,858,952 | 1,726,806 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 1,239,500 | 1,383,146 | 1,383,146 | 1,413,146 | 1,443,146 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 611,952 | 368,727 | 409,806 | 445,806 | 283,660 |
| ***Fund Total*** | $ 1,851,452 | $ 1,751,873 | $ 1,792,952 | $ 1,858,952 | $ 1,726,806 |
| Net Revenues (Expenditures) | (48,420) | (202,146) | (202,146) | (166,146) | (162,146) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**MUD FIRE SERVICES FUND** **FUND: 226**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 42340 Intergovernmental - Other Entities | $ 1,175,180 | $ 1,175,000 | $ 1,175,000 | $ 1,241,000 | $ 1,278,000 | |
| 45100 Interest Earnings | 15,900 | 6,000 | 6,000 | 6,000 | 3,000 | |
| TOTAL REVENUES | $ 1,191,080 | $ 1,181,000 | $ 1,181,000 | $ 1,247,000 | $ 1,281,000 | 8.5% |
| ***EXPENDITURES:*** | | | | | | |
| Capital Outlay | $ - | $ - | $ - | $ - | $ - | |
| Transfers | $ 1,239,500 | $ 1,383,146 | $ 1,383,146 | $ 1,413,146 | $ 1,443,146 | |
| TOTAL EXPENDITURES | $ 1,239,500 | $ 1,383,146 | $ 1,383,146 | $ 1,413,146 | $ 1,443,146 | 4.3% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery and Equipment | $ - | $ - | $ - | $ - | $ - | 100.0% |
| | **Subtotal** | **-** | **-** | **-** | **-** | **-** | 0.0% |
| | **Transfers:** | | | | | | |
| 92 30 | Transfer to Fire Station No. 3 Operating Fund | $ 1,239,500 | $ 1,383,146 | $ 1,383,146 | $ 1,413,146 | $ 1,443,146 | |
| | **Subtotal** | **1,239,500** | **1,383,146** | **1,383,146** | **1,413,146** | **1,443,146** | 4.3% |
| | **Total Expenditures** | **$ 1,239,500** | **$ 1,383,146** | **$ 1,383,146** | **$ 1,413,146** | **$ 1,443,146** | 4.3% |



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# POLICE FEDERAL FORFEITURE FUND

## 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 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.

## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Community Oriented Events Attended | 61 | 60 | 60 |
| Calls for service | 54,028 | 55,115 | 56,217 |
| | | | |
| Average Response Time (Priority 1) | 7m43s | 7m45s | 7m |
| Calls for service (911) | 6,076 | 5,583 | 5,136 |
| Calls for service per uniformed officer | 1,637 | 1,778 | 1,561 |
| Total calls responded to in less than 3 minutes | 1,149 | 914 | 1200+ |
| Average Number of Patrol Officer/Sgt. | 33 | 38 | 40 |
| Percent of priority 1 calls to total calls | 10% | 8% | 9% |
| Number of criminal reports | 3,845 | 3,379 | 2,974 |
| Percent of reported crimes cleared | 64% | 60% | 60% |
| Number of citizen complaints against Police Officers | 21 | 14 | Unk |
| Percent completion of complaints within 30 days | 76% | 93% | Unk |

## FY2021 BUDGET NOTES:

1. Added $8,100 to lease of motor vehicles for vehicle for the new CID detective position.
2. Budget includes $45,000 for new security cameras at the Police Department.
3. Budget includes the use of $62,580 of fund balance to balance the FY2021 Budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**POLICE FEDERAL FORFEITURE FUND** **FUND: 227**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **POLICE FEDERAL FORFEITURE FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 220,709 | $ 220,824 | $ 218,647 | $ 218,647 | $ 214,857 |
| Revenues and Transfers In | 32,239 | 25,520 | 25,520 | 31,210 | 25,520 |
| Total Funds Available | 252,948 | 246,344 | 244,167 | 249,857 | 240,377 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 34,301 | 35,000 | 35,000 | 35,000 | 88,100 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 218,647 | 211,344 | 209,167 | 214,857 | 152,277 |
| ***Fund Total*** | $ 252,948 | $ 246,344 | $ 244,167 | $ 249,857 | $ 240,377 |
| Net Revenues (Expenditures) | (2,062) | (9,480) | (9,480) | (3,790) | (62,580) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**POLICE FEDERAL FORFEITURE FUND** **FUND: 227**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 42150 Int'gov - Federal Narcotics Revenue | $ 18,814 | $ - | $ - | $ 17,500 | $ - | |
| 45100 Interest Earnings | 5,324 | 1,000 | 1,000 | 2,000 | 1,000 | |
| 46720 Reimbursement-Vehicle Rental | 8,100 | 24,520 | 24,520 | 11,710 | 24,520 | |
| TOTAL REVENUES | $ 32,239 | $ 25,520 | $ 25,520 | $ 31,210 | $ 25,520 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | $ 7,811 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | |
| Maintenance and Services | 26,489 | 25,000 | 25,000 | 25,000 | 78,100 | |
| Subtotal | 34,301 | 35,000 | 35,000 | 35,000 | 88,100 | |
| Capital Outlay | - | - | - | - | - | |
| TOTAL EXPENDITURES | $ 34,301 | $ 35,000 | $ 35,000 | $ 35,000 | $ 88,100 | 151.7% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | |
| 36 10 | Small Tools and Equipment | $ 7,811 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | |
| | **Subtotal** | **7,811** | **10,000** | **10,000** | **10,000** | **10,000** | 0.0% |

**~ EXPENDITURE DETAIL CONTINUED~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 57 27 | Lease of Motor Vehicles | 26,489 | 25,000 | 25,000 | 25,000 | 33,100 | |
| 63 35 | Security Cameras | - | - | - | - | 45,000 | |
| | **Subtotal** | **26,489** | **25,000** | **25,000** | **25,000** | **78,100** | 212.4% |
| | **Total Expenditures** | **$ 34,301** | **$ 35,000** | **$ 35,000** | **$ 35,000** | **$ 88,100** | 151.7% |



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# PUBLIC, EDUCATIONAL OR GOVERNMENTAL (PEG) FUND

## 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 Communications Department.

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**PEG CAPITAL FUND** **FUND: 228**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **PEG CAPITAL FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 229,845 | $ 221,345 | $ 228,931 | $ 228,931 | $ 272,931 |
| Revenues and Transfers In | 64,530 | 58,000 | 58,000 | 59,000 | 58,000 |
| Total Funds Available | 294,375 | 279,345 | 286,931 | 287,931 | 330,931 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 65,444 | 15,000 | 15,000 | 15,000 | 15,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 228,931 | 264,345 | 271,931 | 272,931 | 315,931 |
| ***Fund Total*** | $ 294,375 | $ 279,345 | $ 286,931 | $ 287,931 | $ 330,931 |
| Net Revenues (Expenditures) | (914) | 43,000 | 43,000 | 44,000 | 43,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**PEG CAPITAL FUND** **FUND: 228**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 40440 Franchise Tax - Cable TV | $ 58,418 | $ 57,000 | $ 57,000 | $ 57,000 | $ 57,000 | |
| 45100 Interest Earnings | 6,112 | 1,000 | 1,000 | 2,000 | 1,000 | |
| TOTAL REVENUES | $ 64,530 | $ 58,000 | $ 58,000 | $ 59,000 | $ 58,000 | 0.0% |
| ***EXPENDITURES:*** | | | | | | |
| Capital Outlay | $ 65,444 | $ 15,000 | $ 15,000 | $ 15,000 | $ 15,000 | |
| TOTAL EXPENDITURES | $ 65,444 | $ 15,000 | $ 15,000 | $ 15,000 | $ 15,000 | 0.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery and Equipment | $ 65,444 | $ 15,000 | $ 15,000 | $ 15,000 | $ 15,000 | |
| | **Subtotal** | **65,444** | **15,000** | **15,000** | **15,000** | **15,000** | 0.0% |
| | **Total Expenditures** | **$ 65,444** | **$ 15,000** | **$ 15,000** | **$ 15,000** | **$ 15,000** | 0.0% |



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# FIRE STATION NO. 3 OPERATING FUND

## 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.

## FY2021 BUDGET NOTES:

1. No significant changes from the FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## FIRE STATION NO. 3 OPERATING FUND — FUND: 230

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **FIRE STATION NO. 3 OPERATING FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 4,038 | $ 788 | $ 19,447 | $ 19,447 | $ 19,447 |
| Revenues and Transfers In | 1,435,021 | 1,478,415 | 1,477,815 | 1,507,815 | 1,538,415 |
| Total Funds Available | 1,439,059 | 1,479,203 | 1,497,262 | 1,527,262 | 1,557,862 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 1,419,612 | 1,473,972 | 1,473,972 | 1,507,815 | 1,538,415 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 19,447 | 5,231 | 23,290 | 19,447 | 19,447 |
| ***Fund Total*** | $ 1,439,059 | $ 1,479,203 | $ 1,497,262 | $ 1,527,262 | $ 1,557,862 |
| Net Revenues (Expenditures) | 15,409 | 4,443 | 3,843 | - | 0 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**FIRE STATION NO. 3 OPERATING FUND** **FUND: 230**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | 1,052 | 800 | 200 | 200 | 800 | |
| 48101 Transfer from General Fund | 194,469 | 94,469 | 94,469 | 94,469 | 94,469 | |
| 48226 Transfer from MUD Fire Services | 1,239,500 | 1,383,146 | 1,383,146 | 1,413,146 | 1,443,146 | |
| TOTAL REVENUES | $ 1,435,021 | $ 1,478,415 | $ 1,477,815 | $ 1,507,815 | $ 1,538,415 | 4.1% |
| ***EXPENDITURES:*** | | | | | | |
| Personnel and Benefits | $ 1,211,416 | $ 1,242,102 | $ 1,242,102 | $ 1,262,545 | $ 1,307,665 | |
| Supplies | 90,312 | 103,700 | 103,700 | 118,600 | 103,700 | |
| Maintenance and Services | 117,885 | 128,170 | 128,170 | 126,670 | 127,050 | |
| Subtotal | 1,419,612 | 1,473,972 | 1,473,972 | 1,507,815 | 1,538,415 | 4.4% |
| Capital Outlay | - | - | - | - | - | |
| TOTAL EXPENDITURES | $ 1,419,612 | $ 1,473,972 | $ 1,473,972 | $ 1,507,815 | $ 1,538,415 | 4.4% |
| **~ 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 | 5.00 | 5.00 | |
| Firefighter | 5.00 | 5.00 | 5.00 | 1.00 | 1.00 | |
| **Total Personnel** | 13.00 | 13.00 | 13.00 | 13.00 | 13.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**FIRE STATION NO. 3 OPERATING FUND** **FUND: 230**

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 759,374 | $ 757,598 | $ 757,598 | $ 780,000 | $ 819,399 | |
| 10 20 | Overtime | 36,992 | 40,000 | 40,000 | 37,000 | 20,000 | |
| 10 30 | Longevity | 7,636 | 9,293 | 9,293 | 9,200 | 10,463 | |
| 10 40 | Incentive Pay | 22,850 | 23,400 | 23,400 | 23,175 | 29,700 | |
| 10 50 | Holiday Pay | 28,138 | 40,892 | 40,892 | 36,000 | 36,655 | |
| 20 10 | Retirement | 141,038 | 142,440 | 142,440 | 145,000 | 150,124 | |
| 20 20 | Social Security | 59,829 | 66,646 | 66,646 | 64,000 | 70,091 | |
| 20 40 | Insurance | 146,366 | 149,811 | 149,811 | 156,000 | 158,462 | |
| 20 50 | Workers' Compensation | 7,447 | 9,847 | 9,847 | 9,920 | 10,352 | |
| 20 55 | Long Term Disability | 1,746 | 2,175 | 2,175 | 2,250 | 2,420 | |
| | **Subtotal** | **1,211,416** | **1,242,102** | **1,242,102** | **1,262,545** | **1,307,665** | 5.3% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 493 | 500 | 500 | 500 | 500 | |
| 31 40 | Clothing | 6,736 | 9,500 | 9,500 | 9,500 | 9,500 | |
| 31 45 | Uniforms | 10,209 | 13,200 | 13,200 | 13,200 | 13,200 | |
| 31 55 | Personal Protective Equipment | 42,357 | 47,000 | 47,000 | 47,000 | 47,000 | |
| 31 90 | Other Supplies | 1,043 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 34 15 | Chemical Supplies | 1,516 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 34 20 | Medical Supplies | 962 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 34 30 | Cleaning Supplies | 1,479 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 35 10 | Motor Vehicle Repair Supplies | 8,185 | 8,350 | 8,350 | 23,250 | 8,350 | |
| 35 15 | Equipment Repair Supplies | 648 | 750 | 750 | 750 | 750 | |
| 35 20 | Building Materials and Supplies | 712 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 10 | Small Tools and Equipment | 1,344 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 30 | Safety Equipment | 1,117 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 37 10 | Natural Gas | 1,484 | 1,500 | 1,500 | 1,500 | 1,500 | |
| 37 20 | Electricity | 5,948 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 37 30 | Fuel, Oil and Lubricants | 6,081 | 7,000 | 7,000 | 7,000 | 7,000 | |
| | **Subtotal** | **90,312** | **103,700** | **103,700** | **118,600** | **103,700** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**FIRE STATION NO. 3 OPERATING FUND** **FUND: 230**

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 60 | Technology Fees | 66,459 | 67,147 | 67,147 | 67,147 | 67,147 | |
| 43 | 40 | License and Inspection Fees | 1,241 | 2,600 | 2,600 | 2,600 | 2,600 | |
| 51 | 20 | General Insurance | 2,331 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 52 | 10 | Telephone/Communications | - | 5,120 | 5,120 | 3,620 | 4,000 | |
| 55 | 10 | Education and Training | 4,229 | 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 | 91 | 400 | 400 | 400 | 400 | |
| 62 | 40 | Grounds Maintenance Services | 6,908 | 7,000 | 7,000 | 7,000 | 7,000 | |
| 63 | 10 | Building Repair and Maintenance | 1,713 | 4,500 | 4,500 | 4,500 | 4,500 | |
| 63 | 25 | Equipment Repair and Maintenance | 5,510 | 5,000 | 5,000 | 5,000 | 5,000 | |
| | | **Subtotal** | **117,885** | **128,170** | **128,170** | **126,670** | **127,050** | -0.9% |
| | | **Total Expenditures** | **$ 1,419,612** | **$ 1,473,972** | **$ 1,473,972** | **$ 1,507,815** | **$ 1,538,415** | 4.4% |



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# DEBT SERVICE FUND

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



**Debt Service Fund**
**(Fund 301)**

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**The debt service fund 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.**

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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**DEBT SERVICE FUND** **FUND: 301**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **DEBT SERVICE FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 5,900,146 | $ 5,783,855 | $ 5,856,535 | $ 5,856,535 | $ 5,132,710 |
| Revenues and Transfers In | 10,316,881 | 7,937,684 | 7,937,684 | 15,731,431 | 10,327,595 |
| Total Funds Available | 16,217,026 | 13,721,539 | 13,794,219 | 21,587,966 | 15,460,305 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 10,360,491 | 8,437,684 | 8,437,684 | 16,455,256 | 10,614,280 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 5,856,535 | 5,283,855 | 5,356,535 | 5,132,710 | 4,846,025 |
| ***Fund Total*** | $ 16,217,026 | $ 13,721,539 | $ 13,794,219 | $ 21,587,966 | $ 15,460,305 |
| Net Revenues (Expenditures) | (43,610) | (500,000) | (500,000) | (723,825) | (286,685) |



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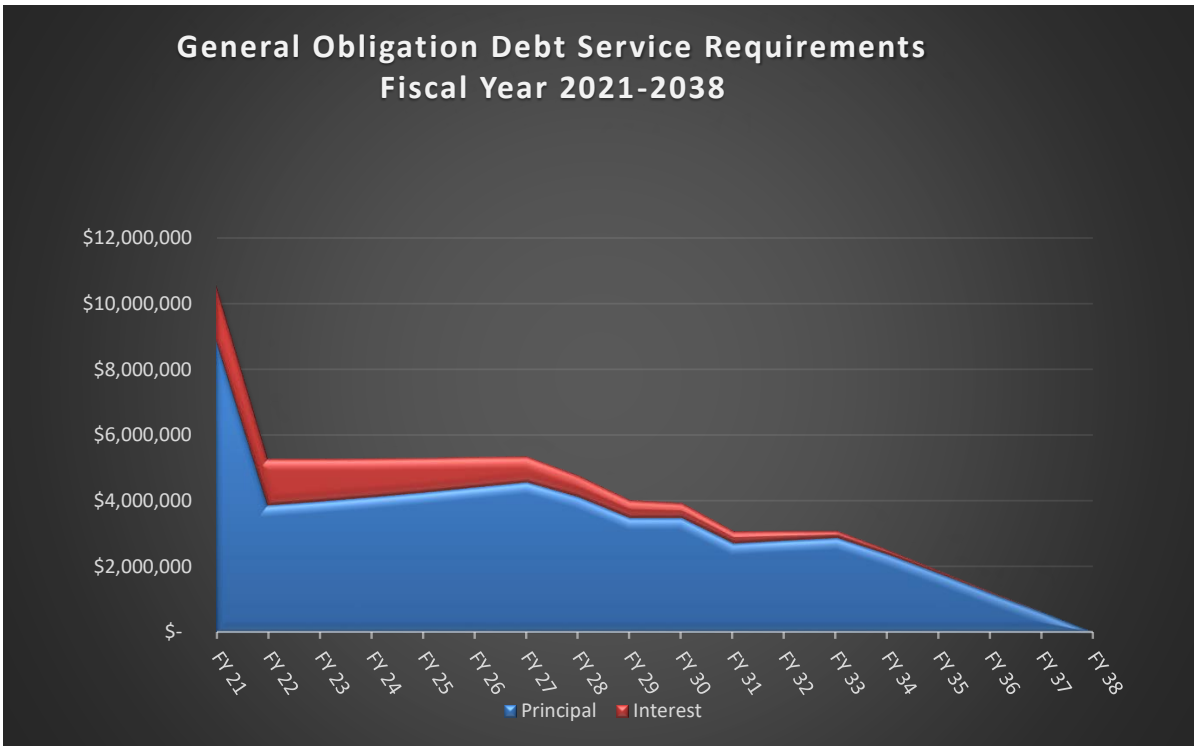
**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**DEBT SERVICE FUND** **FUND: 301**

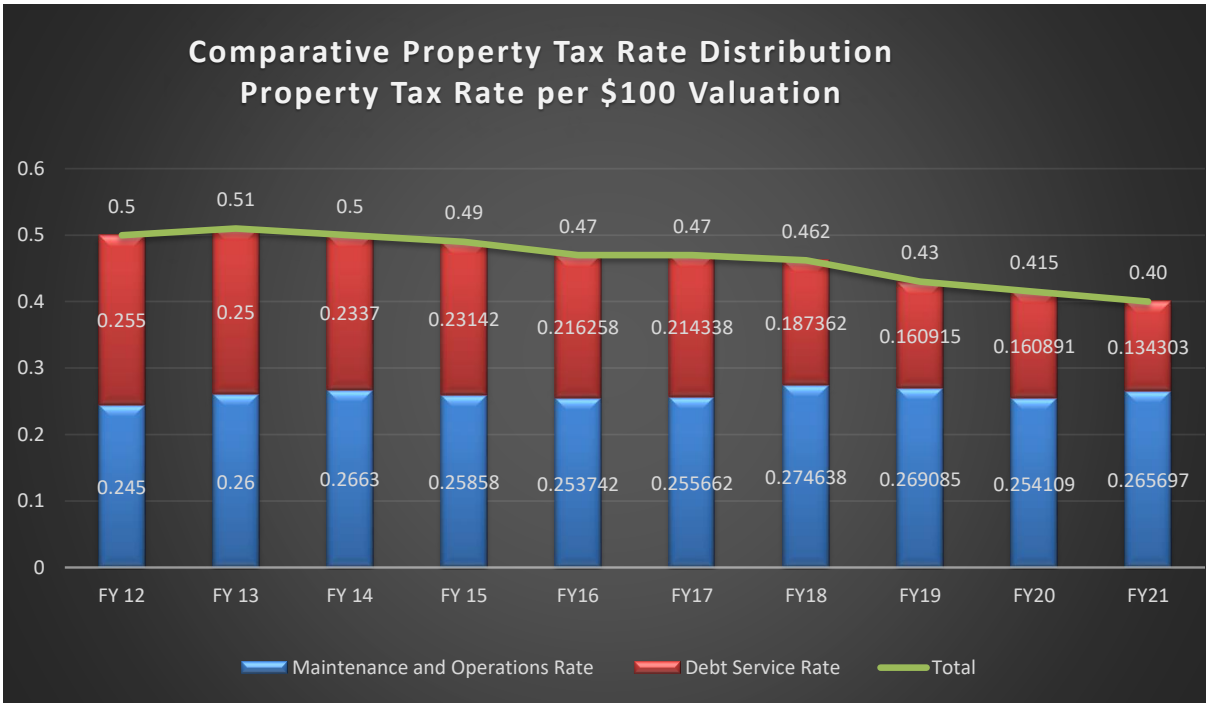
| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 40110 Current Taxes | $ 4,000,636 | $ 4,312,358 | $ 4,312,358 | $ 4,200,000 | $ 3,901,153 | |
| 40111 Current Taxes - Penalty and Interest | 17,501 | 20,000 | 20,000 | 20,000 | 20,000 | |
| 40120 Delinquent Taxes | 45,801 | 35,000 | 35,000 | 80,000 | 35,000 | |
| 40121 Delinquent Taxes-Penalty and Interest | 13,009 | 12,000 | 12,000 | 12,000 | 12,000 | |
| Subtotal | 4,076,946 | 4,379,358 | 4,379,358 | 4,312,000 | 3,968,153 | -9.4% |
| Other Revenue: | | | | | | |
| 45100 Interest Earnings | 153,597 | 75,000 | 75,000 | 65,000 | 30,000 | |
| 47410 Proceeds from Debt Issuance | - | - | - | 7,075,000 | - | |
| 47420 Bond Premium | - | - | - | 796,105 | - | |
| 48101 Transfer from General Fund | 1,710,000 | - | - | - | 600,000 | |
| 48219 Transfer from RDC Fund | 1,128,562 | 735,860 | 735,860 | 735,860 | 628,564 | |
| 48501 Transfer from W/WW Fund | 2,880,042 | 2,378,911 | 2,378,911 | 2,378,911 | 4,740,245 | |
| 48514 Transfer from Subsidence Fund | 304,783 | 305,550 | 305,550 | 305,550 | 303,846 | |
| 48560 Transfer from Civic Center Fund | 62,950 | 63,005 | 63,005 | 63,005 | 56,787 | |
| TOTAL REVENUES | $ 10,316,881 | $ 7,937,684 | $ 7,937,684 | $ 15,731,431 | $ 10,327,595 | 30.1% |
| ***EXPENDITURES:*** | | | | | | |
| 561-8110 Principal Retirement | $ 8,260,000 | $ 6,535,000 | $ 6,535,000 | $ 6,535,000 | $ 8,910,000 | |
| 562-8120 Interest Expense | 2,082,091 | 1,860,684 | 1,860,684 | 1,860,684 | 1,662,280 | |
| 563-8130 Fiscal Agent Fees | 18,400 | 30,000 | 30,000 | 30,000 | 30,000 | |
| 563-8140 Escrow Agent Fees | - | - | - | 7,929,393 | - | |
| 564-8160 Cost of Issuance | - | 12,000 | 12,000 | 100,179 | 12,000 | |
| TOTAL EXPENDITURES | $ 10,360,491 | $ 8,437,684 | $ 8,437,684 | $ 16,455,256 | $ 10,614,280 | 25.8% |



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**Note:** The FY2021 Debt Service Requirements include the pay off the 2012 Certificates of Obligation in the amount of $4,730,000, of which 50% is Water/Wastewater obligation.






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Total General Obligation Debt

| Fiscal Year | Principal Due | | Total Interest | Total Principal & Interest |
|---|---|---|---|---|
| 2021 | 8,910,000 | **A** | 1,662,280 | 10,572,280 |
| 2022 | 3,875,000 | | 1,412,753 | 5,287,753 |
| 2023 | 3,995,000 | | 1,297,865 | 5,292,865 |
| 2024 | 4,120,000 | | 1,178,265 | 5,298,265 |
| 2025 | 4,265,000 | | 1,052,946 | 5,317,946 |
| 2026 | 4,420,000 | | 918,778 | 5,338,778 |
| 2027 | 4,580,000 | | 783,115 | 5,363,115 |
| 2028 | 4,130,000 | | 654,784 | 4,784,784 |
| 2029 | 3,490,000 | | 545,281 | 4,035,281 |
| 2030 | 3,495,000 | | 451,395 | 3,946,395 |
| 2031 | 2,720,000 | | 367,333 | 3,087,333 |
| 2032 | 2,805,000 | | 288,803 | 3,093,803 |
| 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** | **$59,640,000** | | **$11,066,504** | **$70,706,504** |

**NOTE:**

**A** The Principal payment for FY2021 includes the pay-off of the 2012 Certificates of Obligation in the amount of $4,730,000, of which 50% is a Water/Wastewater obligation.

**B** The additional principal amount of $440,000 includes RDC's portion of the 2011 and 2012 General Obligation Refunding Bonds that were paid off in FY2020 but not allocated to RDC.

| RDC Portion - Fiscal Year 2021 | | | Water/Wastewater Portion - Fiscal Year 2021 | | |
|---|---|---|---|---|---|
| Total Principal | Total Interest | Total Principal & Interest | Total Principal | Total Interest | Total Principal & Interest |
| $ 147,046 | $ 41,518 | $ 188,564 | $ 1,711,395 | $ 663,850 | $ 2,375,245 |
| $ 440,000 **B** | | $ 440,000 | $ 2,365,000 **A** | | $ 2,365,000 |
| $ 587,046 | | $ 628,564 | $ 4,076,395 | | $ 4,740,245 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 2021 | 430,000 | 75,089 | 69,714 | 144,803 | 574,803 |
| Total | $ 430,000 | $ 75,089 | $ 69,714 | $ 144,803 | $ 574,803 |

Total amount authorized: $8,600,000
Ordinance # 2012-14

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2020-2023 | 2.50% |
| | 2024-2030 | 3.00% |
| | 2031 | 3.13% |
| | 2032 | 3.30% |

**Water/Wastewater Portion - Fiscal Year 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 215,000 | $ 72,401 | $ 287,401 |
| $ 2,365,000 | | $ 2,365,000 |
| $ 2,580,000 | | $ 2,652,401 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 6,440,000 | $ 584,094 | $ 508,981 | $ 1,093,075 | $ 7,533,075 |

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 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 118,900 | $ 42,376 | $ 161,276 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 1,085,000 | $ 148,513 | $ 129,188 | $ 277,700 | $ 1,362,700 |

Total amount authorized: $1,565,000
Ordinance # 2014-02

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2021-2023 | 3.50% |
| | 2024-2026 | 3.00% |
| | 2027-2029 | 3.50% |
| | 2030-2034 | 4.00% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 3,835,000 | $ 514,569 | $ 455,138 | $ 969,706 | $ 4,804,706 |

Total amount authorized: $5,000,000
Ordinance # 2014-22

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2021-2024 | 2.50% |
| | 2025 | 2.75% |
| | 2026-2034 | 3.00%-3.50% |

**Water/Wastewater Portion - Fiscal Year 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 210,000 | $ 116,238 | $ 326,238 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 2,285,000 | $ 305,475 | $ 267,050 | $ 572,525 | $ 2,857,525 |

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% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 7,755,000 | $ 938,681 | $ 835,025 | $ 1,773,706 | $ 9,528,706 |

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 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 133,300 | $ 62,934 | $ 196,234 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 8,150,000 | $ 742,533 | $ 659,806 | $ 1,402,339 | $ 9,552,339 |

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 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 130,500 | $ 48,331 | $ 178,831 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 |
|---|---|---|---|---|---|
| 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 | $ 5,505,000 | $ 410,125 | $ 319,400 | $ 729,525 | $ 6,234,525 |

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 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 494,095 | $ 129,876 | $ 623,971 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Tax and Revenue Certifcates of Obligation
## Series 2017

| Fiscal Year | Principal Due 03/01 | Interest Due 03/01 | Interest Due 09/01 | Total Interest | Total Principal & Interest |
|---|---|---|---|---|---|
| 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 | $ 8,290,000 | $ 1,208,025 | $ 1,083,675 | $ 2,291,700 | $ 10,581,700 |

Total amount authorized: $9,320,000
Ordinance #2017-30

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2018-2037 | 3.00% |

**Water/Wastewater Portion - Fiscal Year 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 220,400 | $ 140,940 | $ 361,340 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## General Obligation Refunding Bonds
## Series 2017A

| Fiscal Year | Principal Due 03/01 | Interest Due 03/01 | Interest Due 09/01 | Total Interest | Total Principal & Interest |
|---|---|---|---|---|---|
| 2021 | 430,000 | 60,900 | 54,450 | 115,350 | 545,350 |
| 2022 | 445,000 | 54,450 | 47,775 | 102,225 | 547,225 |
| 2023 | 460,000 | 47,775 | 40,875 | 88,650 | 548,650 |
| 2024 | 480,000 | 40,875 | 33,675 | 74,550 | 554,550 |
| 2025 | 505,000 | 33,675 | 26,100 | 59,775 | 564,775 |
| 2026 | 525,000 | 26,100 | 18,225 | 44,325 | 569,325 |
| 2027 | 545,000 | 18,225 | 10,050 | 28,275 | 573,275 |
| 2028 | 565,000 | 10,050 | 1,575 | 11,625 | 576,625 |
| 2029 | 105,000 | 1,575 | - | 1,575 | 106,575 |
| Total | $ 4,060,000 | $ 293,625 | $ 232,725 | $ 526,350 | $ 4,586,350 |

Total amount authorized: $4,945,000
Ordinance #2017-29

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2018-2029 | 3.00% |

| RDC Portion - Fiscal Year 2021 | | | Water/Wastewater Portion - Fiscal Year 2021 | | |
|---|---|---|---|---|---|
| Total Principal | Total Interest | Total Principal & Interest | Total Principal | Total Interest | Total Principal & Interest |
| $ 133,300 | $ 35,759 | $ 169,059 | $ 189,200 | $ 50,754 | $ 239,954 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## General Obligation Refunding Bonds
## Series 2020

| Fiscal Year | Principal Due 03/01 | Interest Due 03/01 | Interest Due 09/01 | Total Interest | Total Principal & Interest |
|---|---|---|---|---|---|
| 2021 | 580,000 | 128,975 | 117,375 | 246,350 | 826,350 |
| 2022 | 610,000 | 117,375 | 105,175 | 222,550 | 832,550 |
| 2023 | 625,000 | 105,175 | 92,675 | 197,850 | 822,850 |
| 2024 | 650,000 | 92,675 | 79,675 | 172,350 | 822,350 |
| 2025 | 685,000 | 79,675 | 65,975 | 145,650 | 830,650 |
| 2026 | 720,000 | 65,975 | 51,575 | 117,550 | 837,550 |
| 2027 | 755,000 | 51,575 | 36,475 | 88,050 | 843,050 |
| 2028 | 790,000 | 36,475 | 20,675 | 57,150 | 847,150 |
| 2029 | 815,000 | 20,675 | 8,450 | 29,125 | 844,125 |
| 2030 | 845,000 | 8,450 | - | 8,450 | 853,450 |
| Total | $ 7,075,000 | $ 707,025 | $ 578,050 | $ 1,285,075 | $ 8,360,075 |

Total amount authorized: $7,785,000
Ordinance #2019-54 (11/05/2019)

| Interest Rates: | Year of Maturity | Interest Rate |
|---|---|---|
| | 2021-2030 | 3.00% |

**RDC Portion - Fiscal Year 2021**

| Total Principal | Total Interest | Total Principal & Interest |
|---|---|---|
| $ 13,746 | $ 5,759 | $ 19,505 |



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# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## COMPUTATION OF DEBT MARGIN

| Classification | 2018-19 Actual (1) | 2019-20 Budget (3) | 2019-20 Estimate (2) | 2020-21 Budget (3) |
|---|---|---|---|---|
| Net Taxable Value | $2,505,294,903 | $2,657,840,437 | $2,668,948,355 | $2,814,049,253 |
| Plus exempt property | 217,887,055 | 240,169,671 | 237,558,816 | 334,238,744 |
| Total Assessed Value | 2,723,181,958 | 2,898,010,108 | 2,906,507,171 | 3,148,287,997 |
| TEN PERCENT OF TOTAL ASSESSED VALUE - NOTE A | 272,318,196 | 289,801,011 | 290,650,717 | 314,828,800 |
| Less net bonded debt: | | | | |
| Total bonded debt outstanding | 75,065,000 | 66,885,000 | 66,885,000 | 59,640,000 |
| Less assets in debt service funds | 5,900,146 | 5,783,855 | 5,856,535 | 5,132,710 |
| NET BONDED DEBT | 69,164,854 | 61,101,145 | 61,028,465 | 54,507,290 |
| DEBT MARGIN | $203,153,342 | $228,699,866 | $229,622,252 | $260,321,510 |

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, 2019
(2) - Value as of September 30, 2020
(3) - Certified Values



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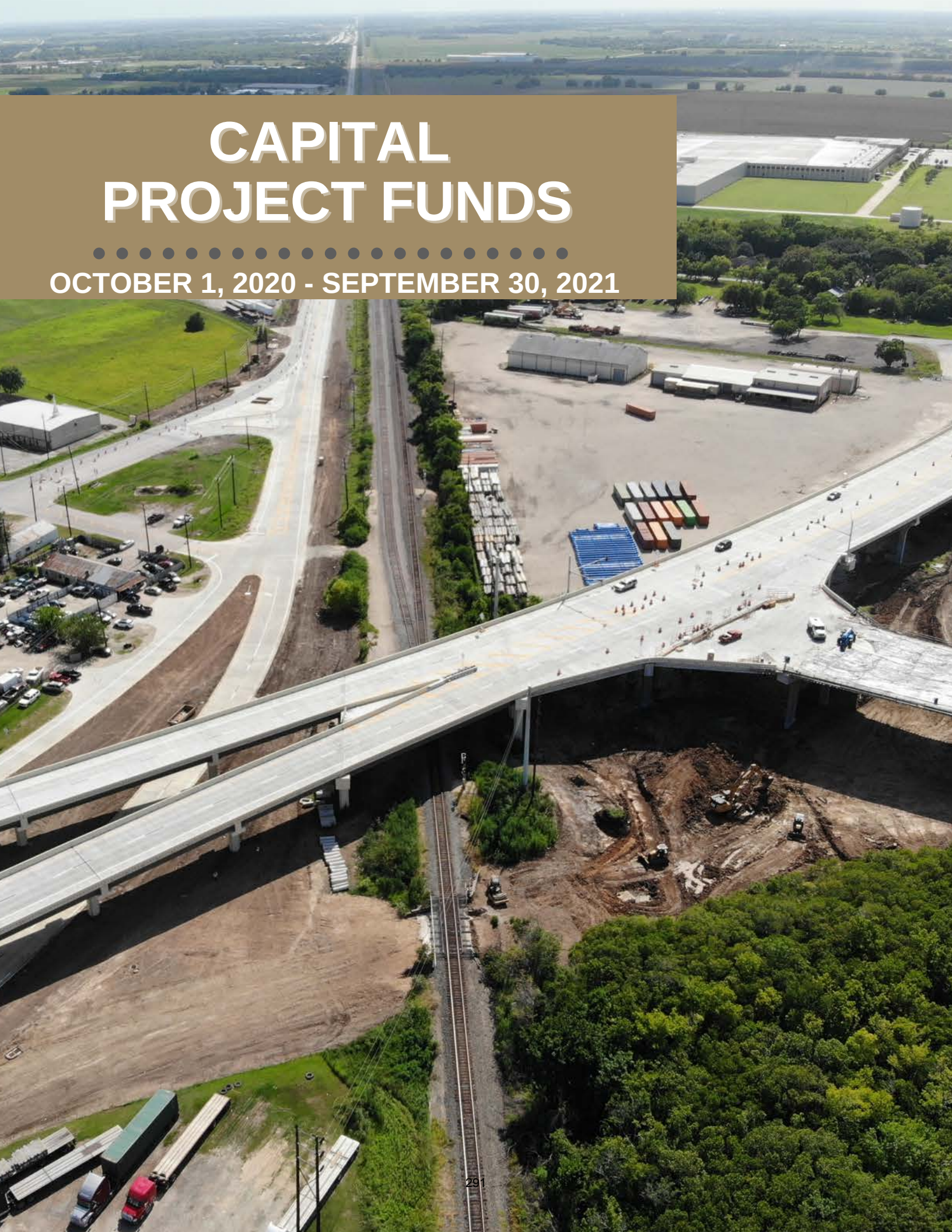
# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## 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 | $ 593,614,527 | 3.52% | $ 20,895,231 |
| Lamar Consolidated Independent School District | 791,650,000 | 17.16% | 135,847,140 |
| Fort Bend Municipal Utility District No. 94 | 4,180,000 | 100% | 4,180,000 |
| Fort Bend Municipal Utility District No. 144 | 23,635,000 | 100% | 23,635,000 |
| Fort Bend Municipal Utiltiy District No. 147 | 4,965,000 | 100% | 4,965,000 |
| Fort Bend Municipal Utiltiy District No. 148 | 5,910,000 | 100% | 5,910,000 |
| Fort Bend Municipal Utiltiy District No. 152 | 19,190,000 | 0.60% | 115,140 |
| Fort Bend Municipal Utiltiy District No. 159 | 4,425,000 | 100% | 4,425,000 |
| Fort Bend Municipal Utiltiy District No. 167 | 28,715,000 | 100% | 28,715,000 |
| | ***TOTAL OVERLAPPING DEBT*** | | $ 228,687,511 |
| | ***TOTAL OVERLAPPING DEBT PER CAPITA*** | | $ 5,697.25 |
| City of Rosenberg | 59,640,000 | 100% | $ 59,640,000 |
| | ***TOTAL DIRECT DEBT PER CAPITA*** | | $ 1,485.80 |
| | ***COMBINED DIRECT AND TOTAL OVERLAPPING DEBT*** | | $ 288,327,511 |
| | ***COMBINED DIRECT AND OVERLAPPING DEBT PER CAPITA*** | | $ 7,183.05 |



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# CAPITAL PROJECT FUNDS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021

## Capital Project Funds

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**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.**

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**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.**

**2014 General Obligation Fund (415) – This fund is used to account for the Dry Creek Drainage Project.**

**2017 Certificates of Obligation Fund (427) – This fund is used to account for improvements to roads, Spacek Road, Railroad Quiet Zones, Park Place/Fairgrounds and Sanitary Sewer projects.**

**County Mobility Projects (430) – This fund is used to account for the County Mobility Projects.**



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## CAPITAL PROJECT FUNDS COMBINED STATEMENT

| Description | Prior Years Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Beginning balance | $ 3,814,066 | $ 11,569,039 | $ 12,220,209 | $ 4,146,103 |
| Revenues & transfers in | 1,579,793 | 4,619,550 | 4,863,561 | 1,405,650 |
| TOTAL FUNDS AVAILABLE | $ 5,393,859 | $ 16,188,589 | $ 17,083,770 | $ 5,551,753 |
| ***USES/DEDUCTIONS:*** | | | | |
| Expenditures & transfers out | $ 2,408,109 | $ 11,288,888 | $ 7,637,865 | $ 3,903,650 |
| ***ENDING FUND BALANCE*** | 2,985,750 | 4,899,701 | 9,445,905 | 1,648,103 |
| ***FUND TOTAL*** | $ 5,393,859 | $ 16,188,589 | $ 17,083,770 | $ 5,551,753 |
| | (828,316) | (6,669,338) | (2,774,304) | (2,498,000) |

### ~ SOURCES AND USES OF FUNDS ~

| | | | | |
|---|---|---|---|---|
| ***SOURCE OF FUNDS:*** | | | | |
| Interest earnings | $ 442,636 | $ 2,000 | $ 102,000 | $ 2,000 |
| Intergovernmental Revenue - Fort Bend County | 770,000 | 2,800,000 | 2,800,000 | 900,000 |
| Intergovernmental Revenue - Other Gov Entities | - | - | - | - |
| Premiums on Bonds Sold | 50,157 | - | - | - |
| Proceeds from Debt Issuance | - | - | - | - |
| Transfer from General Fund | 317,000 | 1,817,550 | 1,961,561 | 503,650 |
| TOTAL SOURCES OF FUNDS | $ 1,579,793 | $ 4,619,550 | $ 4,863,561 | $ 1,405,650 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## CAPITAL PROJECT FUNDS COMBINED STATEMENT

| Description | Prior Years Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***USE OF FUNDS:*** | | | | |
| **Maintenance and Services** | $ 65,805 | $ 46,911 | $ 46,861 | $ 97,000 |
| | 65,805 | 46,911 | 46,861 | 97,000 |
| **Capital Improvements:** | | | | |
| Benton Road County Mobility Project | - | - | - | 900,000 |
| Reading Road Center Turn Ln Project | - | 44,977 | 44,977 | (A) |
| Bryan Road (CP1103) | - | - | - | - |
| Dry Creek Drainage (CP1405) | 680,649 | 913,909 | 923,909 | (A) |
| General Supplemental Capital Outlay | 1,661,655 | 3,290,659 | 3,317,586 | 406,650 |
| Waterline Parkplace/Fairgrounds Rd | - | - | - | - |
| Road Improvements | - | 556,684 | 20,044 | - |
| Railroad Quiet Zones | - | 407,526 | 407,526 | (A) |
| Sanitary Sewer Pipe Bursting | - | 4,679,928 | 2,356,594 | (A) |
| Sanitary Sewer Pipe Bursting IV | - | - | - | 2,500,000 |
| Spacek Road Improvements | - | 1,348,294 | 520,368 | (A) |
| | 2,342,304 | 11,241,977 | 7,591,004 | 3,806,650 |
| | $ 2,408,109 | $ 11,288,888 | $ 7,637,865 | $ 3,903,650 |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2021.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**SEABOURNE CREEK CAPACITY FUND** **FUND: 401**

| Classification | 2018-19 Actual | 2019-20 Budget | Project Estimate | 2020-21 Budget |
|---|---|---|---|---|
| **FUND SUMMARY** | | | | |
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 37 | $ 0 | $ 0 | $ 0 |
| Revenues & Transfers In | - | - | - | - |
| TOTAL FUNDS AVAILABLE | $ 37 | $ 0 | $ 0 | $ 0 |
| ***USES/DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | $ 37 | $ - | $ - | $ - |
| ***ENDING FUND BALANCE:*** | | | | |
| Total ending balance | 0 | 0 | 0 | 0 |
| ***FUND TOTAL*** | $ 37 | $ 0 | $ 0 | $ 0 |
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | |
| ***REVENUES:*** | | | | |
| 43270 Detention Capacity Fees | $ - | $ - | $ - | $ - |
| 45100 Interest Earnings | - | - | - | - |
| TOTAL REVENUES | $ - | $ - | $ - | $ - |
| ***EXPENDITURES:*** | | | | |
| 70 31 Seabourne Creek Drainage | - | - | - | - |
| 94 15 Transfer to 2007 GO Bond Fund | 37 | - | - | - |
| TOTAL EXPENDITURES | $ 37 | $ - | $ - | $ - |

**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.



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# GENERAL SUPPLEMENTAL FUND

## 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.

## FY2021 BUDGET NOTES:

- Expenditure amounts carried over from FY2020:

| | | |
|---|---|---|
| Parks Booking Software | $ | 10,000 |
| Railroad Quiet Zones | | 66,614 |
| Bamore Road Improvements | | 1,663,,578 |
| Avenue C Connector | | 847,795 |
| Total: | $ | 2,587,987 |

- For FY2021, the following supplemental budget items are being funded as a transfer from the General Fund:

| | | |
|---|---|---|
| New CID & Patrol Officer's Equipment (3610) | $ | 19,000 |
| Parks Department Tractor (7040) | | 31,650 |
| Carpet Replacement at Police Department (6310) | | 38,000 |
| City Website Redesign (5710) | | 40,000 |
| Police Department Patrol Vehicle Cameras (7041) | | 375,000 |
| Total: | $ | 503,650 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**GENERAL SUPPLEMENTAL FUND** **FUND: 410**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **GENERAL SUPPLEMENTAL FUND** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 2,305,225 | $ 810,222 | $ 1,461,392 | $ 1,461,392 | $ 80,506 |
| Revenues and Transfers In | 883,625 | 1,819,550 | 1,819,550 | 1,983,561 | 505,650 |
| Total Funds Available | 3,188,850 | 2,629,772 | 3,280,942 | 3,444,953 | 586,156 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers Out | 1,727,460 | 2,017,550 | 3,337,570 | 3,364,447 | 503,650 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 1,461,392 | 612,222 | (56,628) | 80,506 | 82,506 |
| ***Fund Total*** | $ 3,188,852 | $ 2,629,772 | $ 3,280,942 | $ 3,444,953 | $ 586,156 |
| Net Revenues (Expenditures) | (843,835) | (198,000) | (1,518,020) | (1,380,886) | 2,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**GENERAL SUPPLEMENTAL FUND** **FUND: 410**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 42210 State of Texas Grant | $ 68,638 | - | - | - | - | |
| 45100 Interest Earnings | 50,776 | $ 2,000 | $ 2,000 | $ 22,000 | $ 2,000 | |
| 46900 Miscellaneous Revenue | 66,614 | - | - | - | - | |
| 47130 Contributions - Developer | - | - | - | - | - | |
| 47150 Contributions - Other | - | - | | - | - | |
| 47150 FEMA | 380,597 | - | - | - | - | |
| 48101 Transfer from General Fund | 317,000 | 1,817,550 | 1,817,550 | 1,961,561 | 503,650 | |
| TOTAL REVENUES | $ 883,625 | $ 1,819,550 | $ 1,819,550 | $ 1,983,561 | $ 505,650 | -72.2% |
| ***EXPENDITURES:*** | | | | | | |
| Supplies | $ - | $ 22,550 | $ 22,550 | $ 22,500 | $ 19,000 | |
| Maintenance and Services | 65,805 | 18,000 | 24,361 | 24,361 | 78,000 | |
| Subtotal | 65,805 | 40,550 | 46,911 | 46,861 | 97,000 | 106.8% |
| Capital Outlay | 1,661,655 | 1,977,000 | 3,290,659 | 3,317,586 | 406,650 | |
| TOTAL EXPENDITURES | $ 1,727,460 | $ 2,017,550 | $ 3,337,570 | $ 3,364,447 | $ 503,650 | -84.9% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | **Supplies:** | | | | | | | |
| 36 10 | Small Tools and Equipment | $ - | $ 22,550 | $ 22,550 | $ 22,500 | $ 19,000 | | |
| | **Subtotal** | **-** | **22,550** | **22,550** | **22,500** | **19,000** | -15.7% | |
| | **Maintenance and Services:** | | | | | | | |
| 57 10 | Other Contractual Services | $ - | $ 18,000 | $ 18,000 | $ 18,000 | $ 40,000 | | |
| 57 50 | Recovery and Relief Assistance Grant | 19,642 | - | 6,361 | 6,361 | - | | |
| 63 10 | Building Repair and Maintenance | 534 | - | - | - | 38,000 | | |
| 63 15 | Structure Repair and Maintenance | 45,629 | - | - | - | - | | |
| | **Subtotal** | **65,805** | **18,000** | **24,361** | **24,361** | **78,000** | 220.2% | |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**GENERAL SUPPLEMENTAL FUND** **FUND: 410**

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 30 | Improvements Other Than Buildiings | 212,341 | 45,000 | 113,638 | 113,638 | - | |
| 70 32 | Improv - Avenue C Extension | - | - | 847,795 | 847,795 | (A) | |
| 70 32 | Improv - Avenue D Extension | 185,747 | - | - | - | - | |
| 70 33 | Improv - Bamore Rd Connector | 30,756 | - | - | - | - | |
| 70 34 | Improv - Railroad Quiet Zones | - | - | 66,614 | 66,614 | (A) | |
| 70 36 | Improv - Avenue G Connector | 42,167 | - | 328,162 | 328,162 | - | |
| 70 37 | Improv - Parks Master Plan | 44,100 | - | 2,450 | 2,450 | - | |
| 70 38 | Improv - Bamore Rd Extension | - | 1,750,000 | 1,750,000 | 1,750,000 | (A) | |
| 70 39 | Improv - Glendmeadow Drainage | 976,444 | - | - | - | - | |
| 70 40 | Machinery and Equipment | 50,943 | 63,000 | 63,000 | 63,000 | 31,650 | |
| 70 41 | Computer Hardware/Software | 30,726 | 21,000 | 21,000 | 42,000 | 375,000 | |
| 70 42 | Motor Vehicles | 88,431 | - | - | 5,927 | - | |
| 70 56 | IT Network Infrastructure | - | 98,000 | 98,000 | 98,000 | - | |
| | **Subtotal** | **1,661,655** | **1,977,000** | **3,290,659** | **3,317,586** | **406,650** | -87.6% |
| | **Total Expenditures** | **$ 1,727,460** | **$ 2,017,550** | **$ 3,337,570** | **$ 3,364,447** | **$ 503,650** | -84.9% |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2021.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**2014 GENERAL OBLIGATION FUND** **FUND: 415**

| Classification | Project Budget | Prior Years Actual | 2019-20 Budget | Project Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **2014 GENERAL OBLIGATION FUND SUMMARY** | | | | | |
| ***RESOURCES:*** | | | | | |
| Beginning Balance | $ - | $ 1,508,804 | $ 913,909 | $ 913,909 | $ - |
| Revenues & Transfers In | 1,615,157 | 85,754 | - | 10,000 | - |
| TOTAL FUNDS AVAILABLE | $ 1,615,157 | $ 1,594,558 | $ 913,909 | $ 923,909 | $ - |
| ***USES/DEDUCTIONS:*** | | | | | |
| Expenditures & Transfers Out | $ 1,641,036 | $ 680,649 | $ 913,909 | $ 923,909 | $ - |
| ***ENDING FUND BALANCE:*** | | | | | |
| Total Ending Balance | (25,879) | 913,909 | - | - | - |
| ***FUND TOTAL*** | $ 1,615,157 | $ 1,594,558 | $ 913,909 | $ 923,909 | $ - |
| **~ SOURCES AND USES OF FUNDS ~** | | | | | |
| ***SOURCE OF FUNDS:*** | | | | | |
| 45100 Interest earnings | $ - | $ 53,217 | $ - | $ 10,000 | $ - |
| 46900 Miscellaneous Revenue | - | 32,537 | - | - | - |
| 48401 Transfer from Seabourne Creek | - | | - | - | - |
| 47410 Proceeds from Debt Service | 1,565,000 | - | - | - | - |
| 47420 Premiums on Bond Sales | 50,157 | - | - | - | - |
| TOTAL SOURCES OF FUNDS | $ 1,615,157 | $ 85,754 | $ - | $ 10,000 | $ - |
| ***USE OF FUNDS:*** | | | | | |
| **Capital Improvements:** | | | | | |
| Dry Creek Improvements (CP1908) | $ 1,593,176 | $ 680,649 | $ 913,909 | $ 923,909 | (A) |
| Subtotal | 1,593,176 | 680,649 | 913,909 | 923,909 | - |
| **Other Costs and Expenses:** | | | | | |
| 70 30 Improvements O/T Buildings | - | - | - | - | - |
| 81 60 Cost of Issuance | 47,860 | - | - | - | - |
| Subtotal | 47,860 | - | - | - | - |
| TOTAL USE OF FUNDS | $ 1,641,036 | $ 680,649 | $ 913,909 | $ 923,909 | $ - |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2020



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**2017 CERTIFICATES OF OBLIGATION** **FUND: 427**

| Classification | Project Budget | Prior Years Actual | 2019-20 Budget | Project Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **2017 CERTIFICATES OF OBLIGATION FUND SUMMARY** | | | | | |
| ***RESOURCES:*** | | | | | |
| Beginning Balance | $ - | $ - | $ 7,300,129 | $ 7,300,129 | $ 4,065,597 |
| Revenues & Transfers In | 9,642,473 | 9,981,116 | - | 70,000 | - |
| TOTAL FUNDS AVAILABLE | $ 9,642,473 | $ 9,981,116 | $ 7,300,129 | $ 7,370,129 | $ 4,065,597 |
| ***USES/DEDUCTIONS:*** | | | | | |
| Expenditures & Transfers Out | $ 9,642,473 | $ 2,680,987 | $ 6,992,432 | $ 3,304,532 | $ 2,500,000 |
| ***ENDING FUND BALANCE:*** | | | | | |
| Total Ending Balance | $ - | $ 7,300,129 | $ 307,697 | $ 4,065,597 | $ 1,565,597 |
| ***FUND TOTAL*** | $ 9,642,473 | $ 9,981,116 | $ 7,300,129 | $ 7,370,129 | $ 4,065,597 |
| **~ SOURCES AND USES OF FUNDS ~** | | | | | |
| ***SOURCE OF FUNDS:*** | | | | | |
| 45100 Interest Earnings | $ - | $ 338,643 | | $ 70,000 | $ - |
| 47410 Proceeds from Debt Issuance | 9,320,000 | 9,320,000 | - | - | - |
| 47420 Premiums on Bond Sale | 322,473 | 322,473 | - | - | - |
| TOTAL SOURCES OF FUNDS | $ 9,642,473 | $ 9,981,116 | $ - | $ 70,000 | $ - |
| ***USE OF FUNDS:*** | | | | | |
| **Capital Improvements:** | | | | | |
| 70 31 Road Improvements | $ 2,000,000 | $ 1,443,316 | $ 556,684 | $ 20,044 | $ - |
| 70 32 Spacek Road Phase III | 1,700,000 | 351,706 | 1,348,294 | 520,368 | $ - |
| 70 33 Railroad Quiet Zones | 500,000 | 92,474 | 407,526 | 407,526 | (A) |
| 70 34 Water Lines Parkplace/Fairgrounds Road | 625,000 | 655,317 | - | - | $ - |
| 70 35 Sanitary Sewer Pipe Bursting Phase III | 4,679,298 | - | 4,679,928 | 2,356,594 | (A) |
| 70 35 Sanitary Sewer Pipe Bursting Phase IV | - | - | - | - | 2,500,000 |
| Subtotal | 9,504,298 | 2,542,813 | 6,992,432 | 3,304,532 | 2,500,000 |
| **Other Costs and Expenses:** | | | | | |
| 81 60 Issuance costs | 138,175 | 138,174 | - | - | - |
| Subtotal | 138,175 | 138,174 | - | - | - |
| TOTAL USE OF FUNDS | $ 9,642,473 | $ 2,680,987 | $ 6,992,432 | $ 3,304,532 | $ 2,500,000 |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2020.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**COUNTY MOBILITY PROJECT** **FUND: 430**

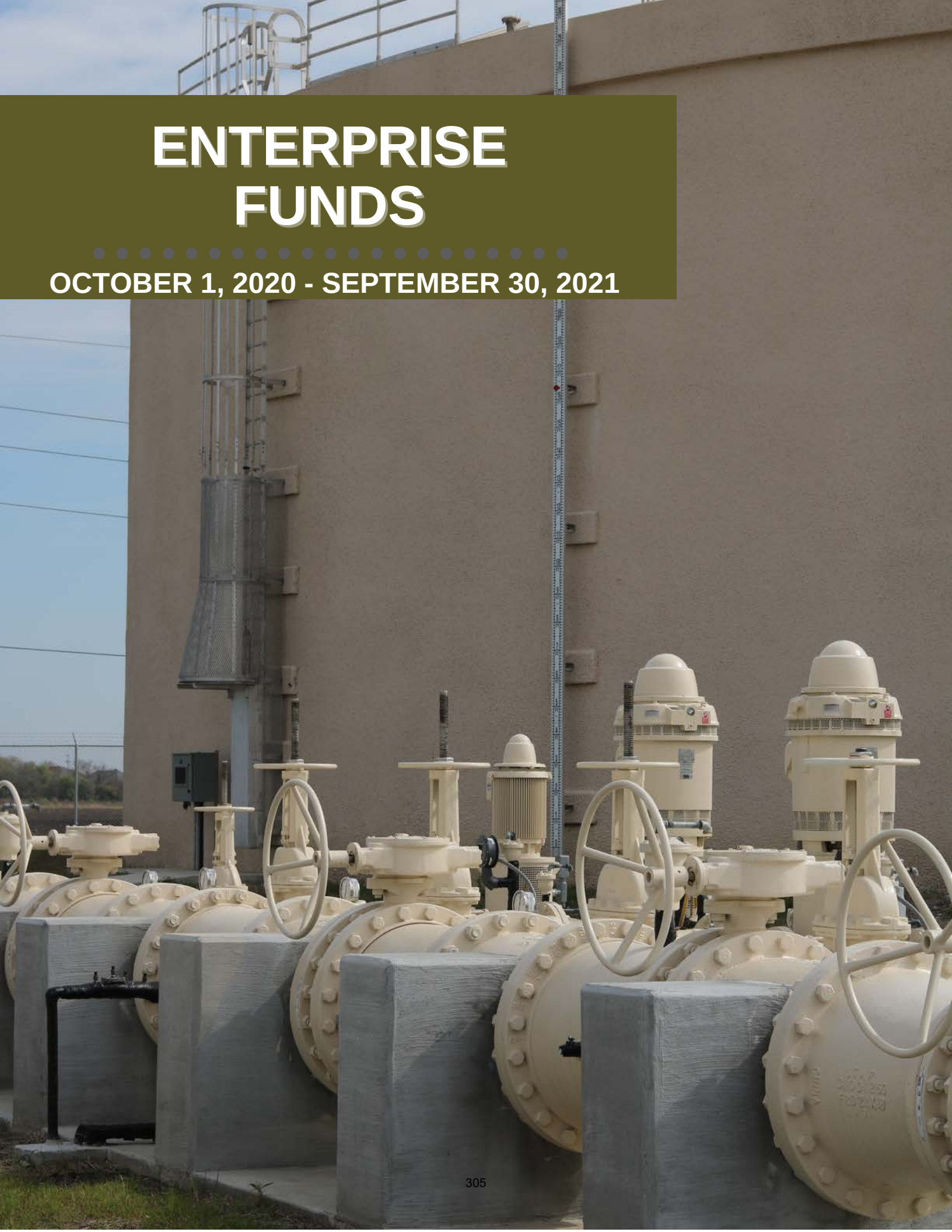
| Classification | Prior Years Actual | 2019-20 Budget | Project Estimate | 2020-21 Budget |
|---|---|---|---|---|
| **COUNTY MOBILITY PROJECT FUND SUMMARY** | | | | |
| ***RESOURCES:*** | | | | |
| Beginning Balance | $ - | $ 2,544,779 | $ 2,544,779 | $ - |
| Revenues & Transfers In | 3,420,000 | 2,800,000 | 2,800,000 | 900,000 |
| TOTAL FUNDS AVAILABLE | $ 3,420,000 | $ 5,344,779 | $ 5,344,779 | $ 900,000 |
| ***USES/DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | $ 875,221 | $ 5,344,779 | $ 5,344,779 | $ 900,000 |
| ***ENDING FUND BALANCE:*** | | | | |
| Total Ending Balance | 2,544,779 | - | - | - |
| ***FUND TOTAL*** | $ 3,420,000 | $ 5,344,779 | $ 5,344,779 | $ 900,000 |
| **~ SOURCES AND USES OF FUNDS ~** | | | | |
| ***SOURCE OF FUNDS:*** | | | | |
| 42320 Intergov Revenue - Fort Bend County | $ 770,000 | $ 2,800,000 | $ 2,800,000 | $ 900,000 |
| 48101 Transfer from General Fund | 2,650,000 | - | | - |
| TOTAL SOURCES OF FUNDS | $ 3,420,000 | $ 2,800,000 | $ 2,800,000 | $ 900,000 |
| ***USE OF FUNDS:*** | | | | |
| **Capital Improvements:** | | | | |
| 70 32 Reading Rd Center Turn Ln Proj (CP1707) | $ 725,023 | $ 44,977 | $ 44,977 | $ - |
| 70 32 Benton Rd Project (CP1901) | 150,198 | 5,299,802 | 5,299,802 | (A) |
| 70 33 Bamore Rd Project (CP1901) | - | - | - | 900,000 |
| Subtotal | 875,221 | 5,344,779 | 5,344,779 | 900,000 |
| TOTAL USE OF FUNDS | $ 875,221 | $ 5,344,779 | $ 5,344,779 | $ 900,000 |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2020.



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CITY OF ROSENBERG
FOUNDED 1883



# ENTERPRISE FUNDS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021

## Enterprise Funds

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**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.**

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**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 and Spacek Roads.**

**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.**



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# Water & Wastewater Fund

The Water & Wastewater (W/WW) Fund is an enterprise fund providing for the administration, billing and collection activities, and operation and maintenance of the City's water and wastewater system. Strategies used in the generation of this financial plan are aimed to ensure the fund is self-supporting and that capital improvement funding is adequate to maintain or expand the City's infrastructure. The financial condition of the W/WW Fund has improved, but continues to be underfunded for future infrastructure needs. Based on the forecast, the fund meets all current reserve and bond coverage requirements.

Users of the utility system generate revenues through service charges to support operations of the water and wastewater systems, along with all related debt service payments and operating transfers. Revenues are dependent on the number of users in the system as well as weather experienced during the year. The forecast assumes average rainfall for each year; however, variation from the average can have a significant impact on water demand and subsequent revenues.

The financial plan presents the W/WW Fund over six fiscal years: actual amounts for the previous audited fiscal year (FY19), the adjusted budget for FY20, ending estimate for FY20, and four projected years (FY21 - FY24).

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.

## Assumptions

### Revenues:

- **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:

- **Personnel and Benefits** are projected to increase at a rate of 4% each year for FY21 to FY24 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.
- **Non Operating Expenditures** for Debt Service in FY2021 includes the one-time payoff of $2,365,000 for the water/wastewater's portion of the 2012 Certificates of Obligation. No additional payoffs are included in the projected years.



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## FY21 Water & Wastewater Fund Long-Term Financial Plan

| | Actual 2018-19 | Adjusted Budget 2019-20 | Estimate 2019-20 | Adopted Budget 2020-21 | Projection 2021-22 | Projection 2022-23 | Projection 2023-24 |
|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **9,777,424** | **8,209,946** | **8,209,946** | **8,442,247** | **5,723,247** | **5,847,617** | **6,178,293** |
| Revenues: | | | | | | | |
| Operating Revenues: | | | | | | | |
| Water Sales | 5,142,281 | 5,000,000 | 5,200,000 | 5,200,000 | 5,460,000 | 5,733,000 | 6,019,650 |
| Wastewater sales | 4,442,597 | 4,400,000 | 4,450,000 | 4,450,000 | 4,672,500 | 4,906,125 | 5,151,431 |
| Water Tap Fees | 111,355 | 190,000 | 150,000 | 150,000 | 153,000 | 156,060 | 159,181 |
| Connect fees | 44,075 | 35,000 | 30,000 | 30,000 | 30,600 | 31,212 | 31,836 |
| Reconnect fees | 35,090 | 35,000 | 25,000 | 25,000 | 25,500 | 26,010 | 26,530 |
| Wastewater tap fees | 108,780 | 160,000 | 160,000 | 160,000 | 163,200 | 166,464 | 169,793 |
| Penalty revenue | 185,116 | 195,000 | 165,000 | 175,000 | 178,500 | 182,070 | 185,711 |
| Reclaimed Water Sales | 9,106 | 10,000 | 10,000 | 12,000 | 12,240 | 12,485 | 12,734 |
| Returned check fees | 1,447 | 2,000 | 3,000 | 2,500 | 2,550 | 2,601 | 2,653 |
| Interest earnings | 255,117 | 100,000 | 100,000 | 30,000 | 30,600 | 31,212 | 31,836 |
| Backflow permit revenue | 260 | 2,200 | 2,200 | 2,200 | 2,200 | 2,200 | 2,244 |
| Property lease revenue | 157,751 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| Miscellaneous | 69,152 | 5,000 | 98,500 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Operating Revenues** | 10,562,127 | 10,284,200 | 10,543,700 | 10,391,700 | 10,885,890 | 11,404,439 | 11,948,601 |
| Non Operating Revenues: | | | | | | | |
| Transfers In | 68,072 | 68,072 | 68,072 | 68,072 | 68,072 | 68,072 | 68,072 |
| **Total Revenues** | 10,630,199 | 10,352,272 | 10,611,772 | 10,459,772 | 10,953,962 | 11,472,511 | 12,016,673 |
| Expenditures: | | | | | | | |
| Operating Expenditures | | | | | | | |
| Personnel and Benefits | 2,280,732 | 2,083,031 | 2,091,234 | 2,107,971 | 2,192,290 | 2,379,821 | 2,524,934 |
| Supplies | 987,615 | 1,147,150 | 1,159,875 | 1,166,600 | 1,189,932 | 1,213,731 | 1,238,005 |
| Maintenance and Services | 2,222,862 | 2,198,863 | 2,345,834 | 2,593,484 | 2,645,354 | 2,698,261 | 2,752,226 |
| Other Expense | 37,105 | 32,000 | 32,000 | 32,000 | 32,640 | 33,293 | 33,959 |
| **Total Operating Expenditures** | 5,528,314 | 5,461,044 | 5,628,943 | 5,900,055 | 6,060,216 | 6,325,106 | 6,549,124 |
| Non-Operating Expenditures | | | | | | | |
| Debt Service | 3,189,817 | 2,688,686 | 2,688,686 | 5,237,875 | 2,687,718 | 2,693,437 | 2,690,613 |
| Transfers Out | 3,479,546 | 2,061,842 | 2,061,842 | 2,040,842 | 2,081,659 | 2,123,292 | 2,165,758 |
| Capital Outlay | - | - | - | - | - | - | - |
| **Total Non-Operating Expenditures** | 6,669,363 | 4,750,528 | 4,750,528 | 7,278,717 | 4,769,377 | 4,816,729 | 4,856,371 |
| **Total Expenditures** | 12,197,677 | 10,211,572 | 10,379,471 | 13,178,772 | 10,829,592 | 11,141,835 | 11,405,495 |
| **Ending Fund Balance** | **8,209,946** | **8,350,646** | **8,442,247** | **5,723,247** | **5,847,617** | **6,178,293** | **6,789,471** |
| **Calculation of available funds:** | | | | | | | |
| Ending fund balance | 8,209,946 | 8,350,646 | 8,442,247 | 5,723,247 | 5,847,617 | 6,178,293 | 6,789,471 |
| Less required contingency | 365,930 | 306,347 | 311,384 | 395,363 | 324,888 | 334,255 | 342,165 |
| Less 20% required minimum balance | 1,801,572 | 1,504,577 | 1,538,157 | 1,588,179 | 1,628,375 | 1,689,680 | 1,742,976 |
| Excess funds available for capital projects | 6,042,444 | 6,539,722 | 6,592,706 | 3,739,704 | 3,894,354 | 4,154,358 | 4,704,330 |
| Debt Service Coverage Ratio | 1.58 | 1.79 | 1.83 | 0.86 | 1.80 | 1.89 | 2.01 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## WATER & WASTEWATER FUND

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget (3) | 2019-20 Estimate (4) | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ WATER & WASTEWATER FUND SUMMARY ~** | | | | | | |
| **Resources:** | | | | | | |
| Total Beginning Balance (2) | $ 9,777,424 | $ 8,965,130 | $ 6,209,951 | $ 6,209,951 | $ 6,442,252 | 3.7% |
| Revenues and Transfers In | 10,630,200 | 10,452,272 | 10,352,272 | 10,611,772 | 10,459,772 | 1.0% |
| Total Funds Available | 20,407,624 | 19,417,402 | 16,562,223 | 16,821,724 | 16,902,024 | 2.1% |
| **Uses/Deductions:** | | | | | | |
| Expenditures and Transfers Out | 14,197,673 | 10,211,570 | 10,211,570 | 10,379,471 | 13,178,772 | 29.1% |
| **Ending Fund Balance:** | | | | | | |
| Total Ending Balance | 6,209,951 | 9,205,832 | 6,350,653 | 6,442,252 | 3,723,252 | -41.4% |
| Reserved for Contingencies (1) | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 0.0% |
| Unreserved ending balance | 5,909,951 | 8,905,832 | 6,050,653 | 6,142,252 | 3,423,252 | -43.4% |
| ***Fund Total*** | $ 20,407,624 | $ 19,417,402 | $ 16,562,223 | $ 16,821,724 | $ 16,902,024 | 2.1% |
| Net Revenues (Expenditures) | (3,567,473) | 240,702 | 140,702 | 232,301 | (2,719,000) (A) | |

(A) The budgeted expenditures exceeds the budgeted revenues by $2,719,000. There is Fund Balance available to cover the one-time expenditures including $2,365,000 to pay-off debt and $354,000 to cover one-time supplemental purchases.

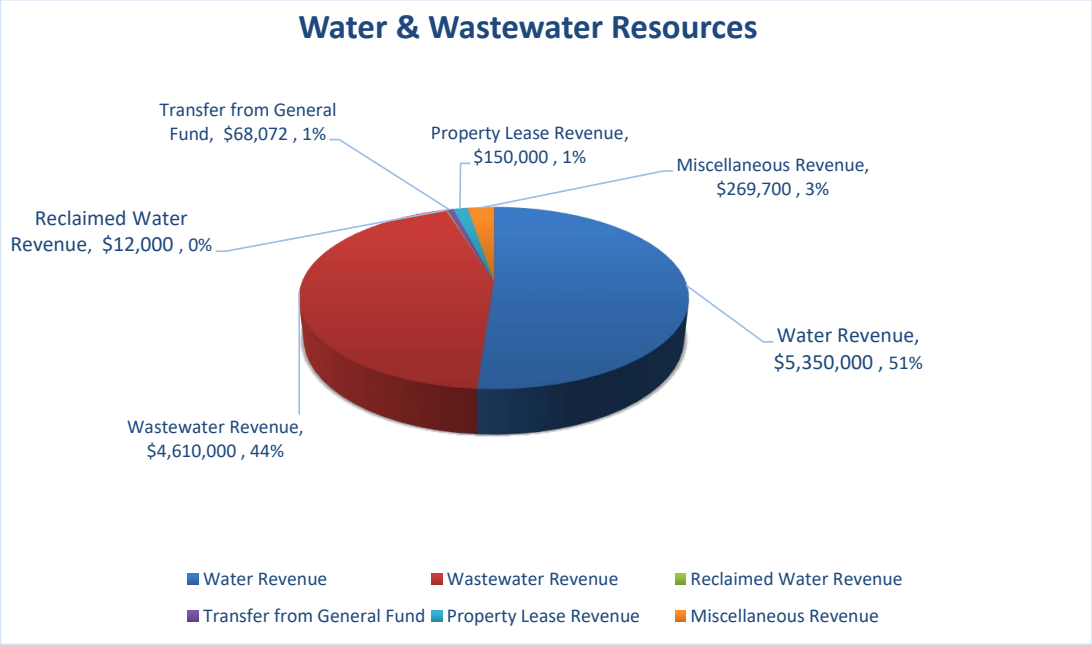
(1) 3% of expenditures
(2) Working Capital Basis
(3) Adopted budget plus year-end roll, and includes budget adjustments throughout the year.
(4) Staff's estimate of year-end

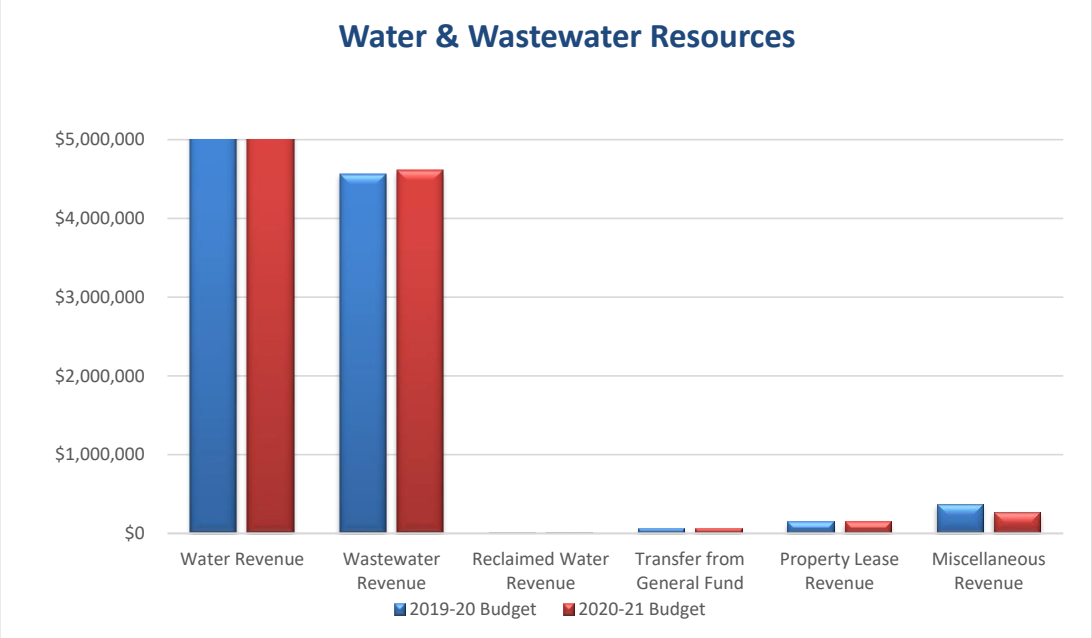


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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**Water & Wastewater Fund Summary**






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**CITY OF ROSENBERG**
**2020-21 BUDGET**

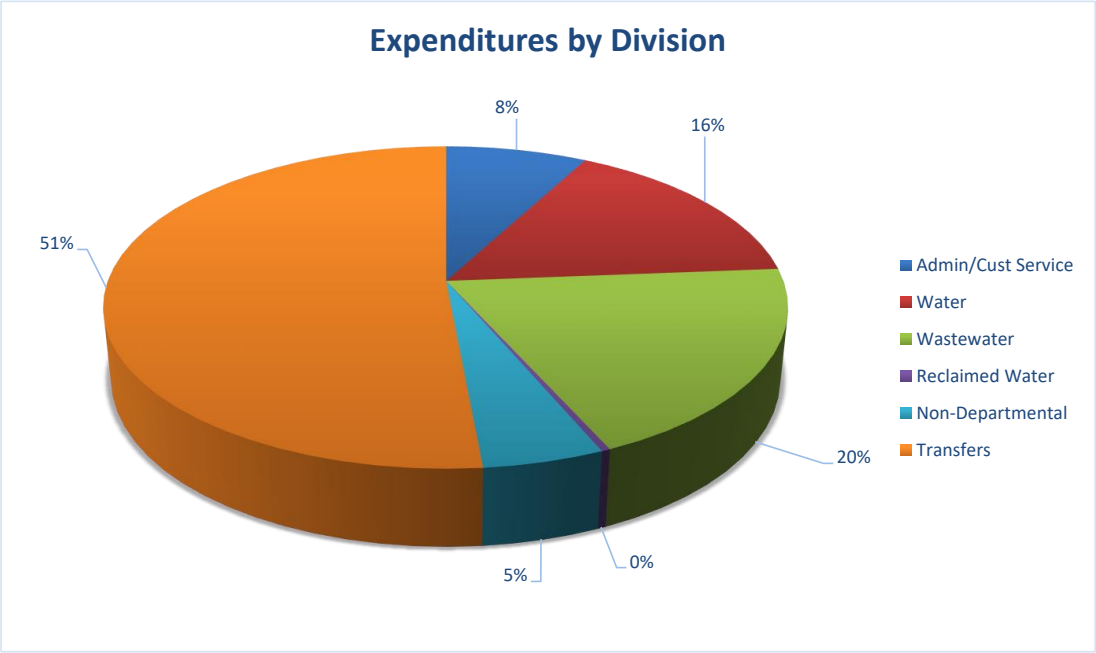
**WATER & WASTEWATER FUND**

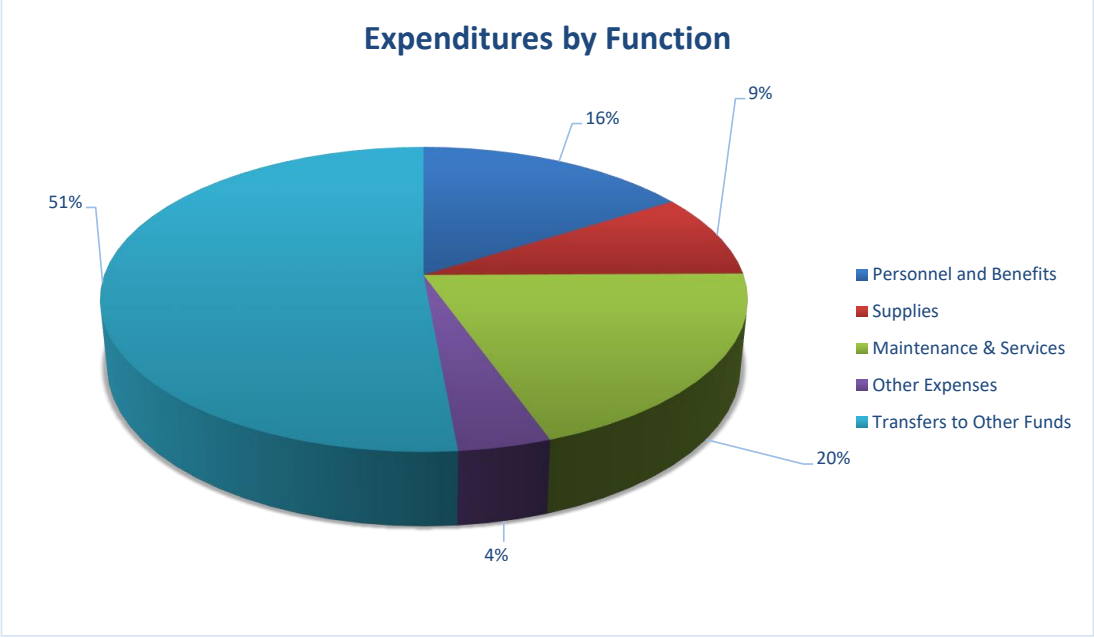
| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| | | ***RESOURCES*** | | | | |
| ***OPERATING REVENUES:*** | | | | | | |
| 43111 Water sales | $ 5,142,281 | $ 5,000,000 | $ 5,000,000 | $ 5,200,000 | $ 5,200,000 | 4.0% |
| 43112 Water tap fees | 111,355 | 190,000 | 190,000 | 150,000 | 150,000 | -21.1% |
| 43115 Connect fees | 44,075 | 35,000 | 35,000 | 30,000 | 30,000 | -14.3% |
| 43116 Administration fees | 35,090 | 35,000 | 35,000 | 25,000 | 25,000 | -28.6% |
| 43121 Wastewater sales | 4,442,597 | 4,400,000 | 4,400,000 | 4,450,000 | 4,450,000 | 1.1% |
| 43122 Wastewater tap fees | 108,780 | 160,000 | 160,000 | 160,000 | 160,000 | 0.0% |
| 43130 Penalty revenue | 185,116 | 195,000 | 195,000 | 165,000 | 175,000 | -10.3% |
| 43150 Reclaimed Water Source | 9,106 | 10,000 | 10,000 | 10,000 | 12,000 | 20.0% |
| 43280 Returned check fees | 1,447 | 2,000 | 2,000 | 3,000 | 2,500 | 25.0% |
| Subtotal | 10,079,847 | 10,027,000 | 10,027,000 | 10,193,000 | 10,204,500 | 1.8% |
| ***OTHER REVENUE:*** | | | | | | |
| 45100 Interest earnings | $ 255,117 | $ 200,000 | $ 100,000 | $ 100,000 | $ 30,000 | -70.0% |
| 41226 Backflow permit revenue | 260 | 2,200 | 2,200 | 2,200 | 2,200 | 0.0% |
| 46540 Property lease revenue | 157,751 | 150,000 | 150,000 | 150,000 | 150,000 | 0.0% |
| 46710 Insurance Proceeds | 56,432 | - | - | 58,500 | - | 100.0% |
| 46900 Miscellaneous | 12,720 | 5,000 | 5,000 | 40,000 | 5,000 | 0.0% |
| 48101 Transfer from General Fund | 68,072 | 68,072 | 68,072 | 68,072 | 68,072 | 0.0% |
| Subtotal | 550,353 | 425,272 | 325,272 | 418,772 | 255,272 | -21.5% |
| **TOTAL REVENUES** | **10,630,200** | **10,452,272** | **10,352,272** | **10,611,772** | **10,459,772** | 1.0% |



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## Water & Wastewater Fund Summary



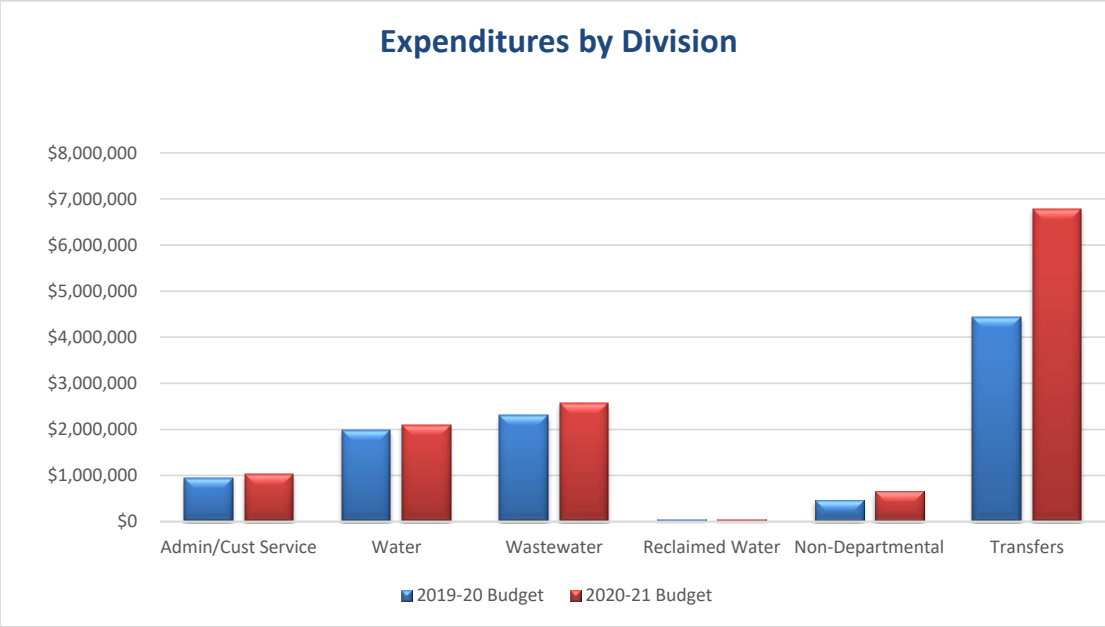



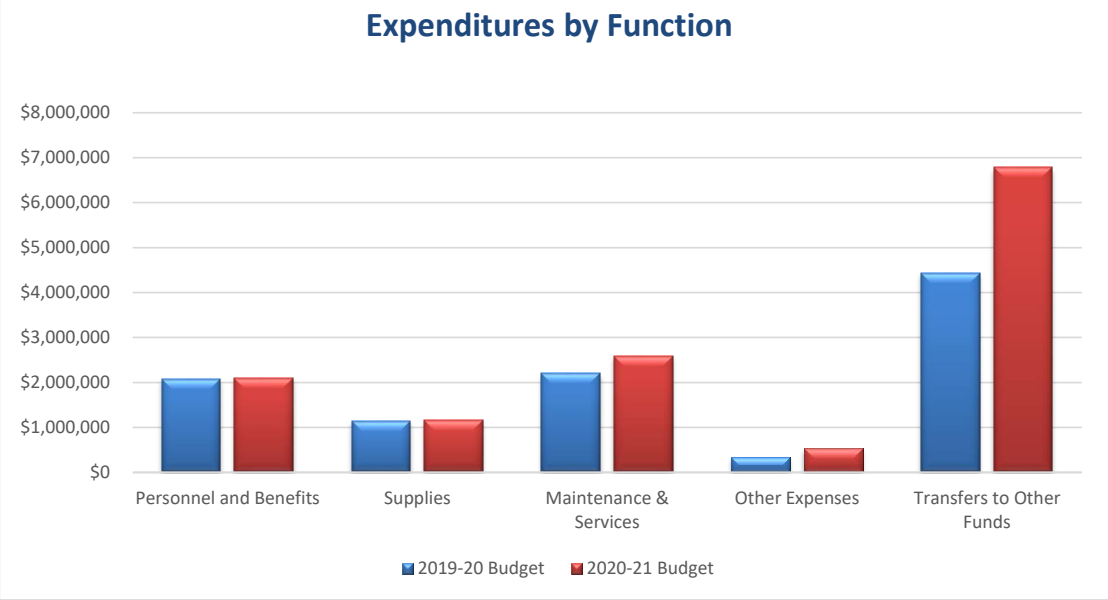



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**Water & Wastewater Fund Summary**






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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Water & Wastewater Function Summary | N/A | 501-XXXX |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **FUNCTION AND CLASSIFICATION SUMMARY** | | | | | | |
| **Personnel and Benefits** | **$ 2,280,732** | **$ 2,083,031** | **$ 2,083,031** | **$ 2,091,234** | **$ 2,107,971** | |
| **Supplies** | **987,615** | **1,147,150** | **1,147,150** | **1,159,875** | **1,166,600** | |
| **Maintenance and Services** | **2,222,862** | **2,198,863** | **2,198,863** | **2,345,834** | **2,593,484** | |
| **Debt Expense** | **346,880** | **341,775** | **341,775** | **341,775** | **497,630** | |
| **Other Expense** | **-** | **-** | **-** | **-** | **32,000** | |
| **Transfers to Other Funds** | **6,359,588** | **4,440,753** | **4,440,753** | **4,440,753** | **6,781,087** | |
| **Subtotal** | **12,197,677** | **10,211,572** | **10,211,572** | **10,379,471** | **13,178,772** | 29.1% |
| **Capital Outlay** | **1,999,996** | **-** | **-** | **-** | **-** | |
| **Total Expenditures** | **$ 14,197,673** | **$ 10,211,572** | **$ 10,211,572** | **$ 10,379,471** | **$ 13,178,772** | 29.1% |

**~ AUTHORIZED POSITIONS ~**

| Position Title | | | | | | |
|---|---|---|---|---|---|---|
| Full-time equivalents: | | | | | | |
| Administration | 2.24 | 2.24 | 2.24 | 2.24 | 2.24 | |
| Water Production/Purification | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| Water Distribution | 9.50 | 9.50 | 9.50 | 9.50 | 9.50 | |
| Wastewater Collection | 9.50 | 9.50 | 9.50 | 9.50 | 9.50 | |
| 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 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | |
| **Total Personnel** | 29.24 | 29.24 | 29.24 | 29.24 | 29.24 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Water & Wastewater Department Summary | N/A | 501-XXXX |

## DEPARTMENT SUMMARY

**SUMMARY BY PROGRAM/DEPARTMENT:**

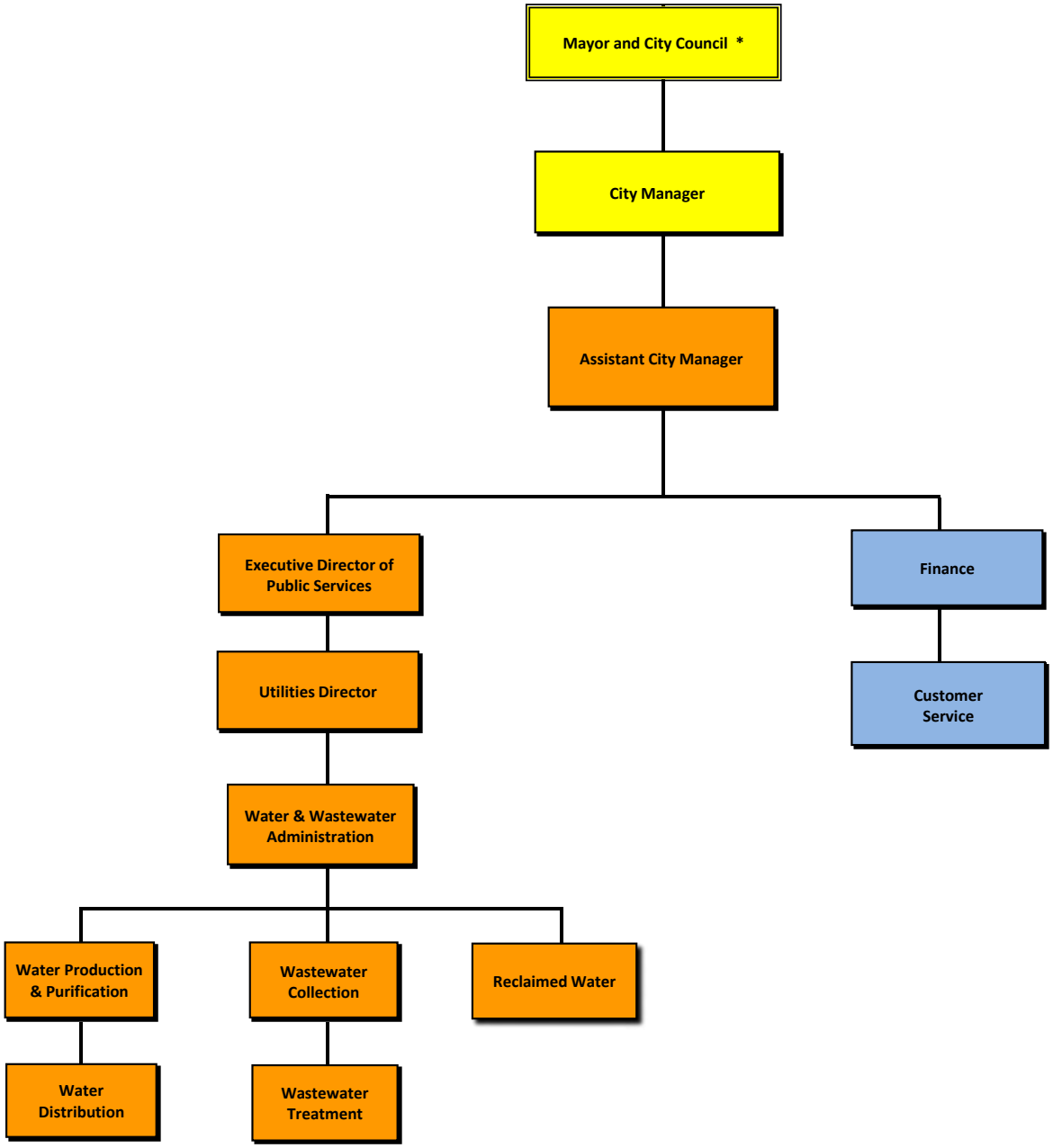
| Classification | 2018-2019 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| ***DEPARTMENTAL:*** | | | | | | |
| Administration | $ 284,411 | $ 311,818 | $ 311,818 | $ 311,232 | $ 309,508 | |
| Customer Services | 582,331 | 642,299 | 642,299 | 694,622 | 719,909 | |
| Subtotal | 866,743 | 954,117 | 954,117 | 1,005,853 | 1,029,418 | 7.9% |
| Water: | | | | | | |
| Water Production/Purification | 1,160,754 | 861,726 | 861,726 | 883,198 | 971,853 | |
| Water Distribution | 2,039,433 | 1,128,346 | 1,128,346 | 1,133,760 | 1,129,339 | |
| Subtotal | 3,200,187 | 1,990,072 | 1,990,072 | 2,016,958 | 2,101,192 | 5.6% |
| Wastewater: | | | | | | |
| Wastewater Collection | 1,870,297 | 1,140,518 | 1,140,518 | 1,159,902 | 1,188,509 | |
| Wastewater Treatment | 1,664,304 | 1,181,300 | 1,181,300 | 1,251,300 | 1,381,900 | |
| Subtotal | 3,534,601 | 2,321,818 | 2,321,818 | 2,411,202 | 2,570,409 | 10.7% |
| Reclaimed Water | | | | | | |
| Reclaimed Water | 26,089 | 43,150 | 43,150 | 43,044 | 47,150 | |
| Subtotal | 26,089 | 43,150 | 43,150 | 43,044 | 47,150 | 9.3% |
| TOTAL DEPARTMENTAL | 7,627,620 | 5,309,157 | 5,309,157 | 5,477,056 | 5,748,168 | 8.3% |
| ***NON-DEPARTMENTAL:*** | | | | | | |
| Personnel and Benefits | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | |
| Debt Service | 60,053 | 309,775 | 309,775 | 309,775 | 497,630 | |
| Transfers to Other Funds | 6,359,588 | 4,440,753 | 4,440,753 | 4,440,753 | 6,781,087 | |
| Maintenance and Services | 142,412 | 143,887 | 143,887 | 143,887 | 143,887 | |
| TOTAL NON-DEPARTMENTAL | 6,570,053 | 4,902,415 | 4,902,415 | 4,902,415 | 7,430,604 | 51.6% |
| TOTAL EXPENDITURES | $ 14,197,673 | $ 10,211,572 | $ 10,211,572 | $ 10,379,471 | $ 13,178,772 | 29.1% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Water & Wastewater Organizational Chart






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# CUSTOMER SERVICE

## 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 Director of Finance and 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 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 additional alternative for customers to make payments.
- 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.

❖ ***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.
- Opening the drive through window.



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Total water meters billed by City | 10,795 | 10,900 | 11,000 |
| Customer utility bills processed annually | 122,445 | 125,230 | 128,155 |
| Annual amount collected for utility bills (water, sewer, garbage) | $15,744,476 | $16,699,000 | $16,700,000 |
| Customers notified annually of high consumption | 1,182 | 1,550 | 1,600 |
| Annual customer applications for service | 1,705 | 1,780 | 1,900 |
| Annual customer payments taken over the phone | 3,220 | 3,020 | 3,000 |
| Annual customer payments through IVR system | 8,123 | 10,600 | 10,700 |
| Annual customer payments taken through online services | 29,460 | 36,000 | 36,500 |
| Annual miscellaneous service requests processed | 11,877 | 10,600 | 10,800 |
| Annual customer service training sessions per employee | 12 | 16 | 16 |

## FY2021 BUDGET NOTES:

1. Increase to transaction fees line item for credit card and transaction fees paid by the City for offering online and over-the-phone payments at no charge to City water customers.
2. Added software subscription services to purchase new software, which is essential to the operations of the meter reading and billing functions.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Customer Service | Water & Wastewater | 501-1456-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 377,829 | $ 431,299 | $ 431,299 | $ 435,771 | $ 436,209 | |
| **Supplies** | 3,349 | 4,850 | 4,850 | 4,850 | 4,850 | |
| **Maintenance and Services** | 177,607 | 174,150 | 174,150 | 222,001 | 246,850 | |
| **Other Expense** | 23,547 | 32,000 | 32,000 | 32,000 | 32,000 | |
| **Subtotal** | 582,331 | 642,299 | 642,299 | 694,622 | 719,909 | 12.1% |
| **Total Expenditures** | $ 582,331 | $ 642,299 | $ 642,299 | $ 694,622 | $ 719,909 | 12.1% |
| **~ 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 | 2.00 | 2.00 | 2.00 | 2.00 | |
| Fiscal Services Technician | 4.00 | 3.00 | 3.00 | 3.00 | 3.00 | |
| **Total Personnel** | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Customer Service | Water & Wastewater | 501-1456-600 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 259,331 | $ 297,626 | $ 297,626 | $ 302,000 | $ 309,732 | |
| 10 20 | Overtime | 308 | 500 | 500 | 500 | 500 | |
| 10 30 | Longevity | 3,115 | 4,838 | 4,838 | 4,838 | 2,963 | |
| 10 40 | Incentive Pay | 1,850 | 2,100 | 2,100 | 2,100 | 1,800 | |
| 20 10 | Retirement | 43,416 | 49,877 | 49,877 | 49,975 | 51,529 | |
| 20 20 | Social Security | 18,871 | 23,314 | 23,314 | 23,314 | 24,059 | |
| 20 40 | Insurance | 49,849 | 51,903 | 51,903 | 51,903 | 44,432 | |
| 20 50 | Workers' Compensation | 308 | 337 | 337 | 337 | 347 | |
| 20 55 | Long Term Disability | 782 | 804 | 804 | 804 | 848 | |
| | **Subtotal** | **377,829** | **431,299** | **431,299** | **435,771** | **436,209** | 1.1% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 1,248 | 1,400 | 1,400 | 1,400 | 1,400 | |
| 31 35 | Business Expenses | 287 | 750 | 750 | 750 | 750 | |
| 31 90 | Other Supplies | 895 | 1,300 | 1,300 | 1,300 | 1,300 | |
| 36 10 | Small Tools and Equipment | 919 | 1,400 | 1,400 | 1,400 | 1,400 | |
| | **Subtotal** | **3,349** | **4,850** | **4,850** | **4,850** | **4,850** | 0.0% |
| | **Maintenance and Services:** | | | | | | |
| 41 15 | Transaction Fees | 92,198 | 60,000 | 60,000 | 110,000 | 120,000 | |
| 42 35 | Software Subscription Service | - | - | - | - | 12,700 | |
| 51 20 | General Insurance | 669 | 800 | 800 | 651 | 800 | |
| 52 10 | Telephone/Communications | 451 | 3,000 | 3,000 | 1,000 | 3,000 | |
| 52 20 | Postage | 1,730 | 2,200 | 2,200 | 2,200 | 2,200 | |
| 54 10 | Printing and Binding | 2,308 | 3,900 | 3,900 | 3,900 | 3,900 | |
| 54 15 | Community Education | 2,282 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 55 10 | Education and Training | 2,345 | 3,900 | 3,900 | 3,900 | 3,900 | |
| 57 10 | Other Contractual Services-Bill Printing Services | 75,624 | 94,350 | 94,350 | 94,350 | 94,350 | |
| | **Subtotal** | **177,607** | **174,150** | **174,150** | **222,001** | **246,850** | 41.7% |
| | **Other Expenses:** | | | | | | |
| 85 30 | Bad Debt Expense | 23,547 | 32,000 | 32,000 | 32,000 | 32,000 | |
| | | | | | - | | |
| | **Subtotal** | **23,547** | **32,000** | **32,000** | **32,000** | **32,000** | 0.0% |
| | **Total Expenditures** | **$ 582,331** | **$ 642,299** | **$ 642,299** | **$ 694,622** | **$ 719,909** | 12.1% |



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# WATER/WASTEWATER ADMINISTRATION

## 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: Complete surface water conversion.

Objectives:

- Comply with Fort Bend Subsidence District mandate to reduce groundwater production by 60% by 2025. City is currently 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.



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❖ ***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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Number of licensed water/wastewater operators | 14 | 15 | 16 |
| 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% |
| Inflow/Infiltration (I/I) Reduction Program Identified | 168 | 300 | 200 |
| Inflow/Infiltration (I/I) Reduction Program Repaired | 126 | 250 | 150 |

## FY2021 BUDGET NOTES:

1. No significant change from FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Administration | Water & Wastewater | 501-6050-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 241,867 | $ 251,593 | $ 251,593 | $ 251,007 | $ 249,083 | |
| **Supplies** | 3,120 | 6,475 | 6,475 | 6,475 | 6,675 | |
| **Maintenance and Services** | 26,692 | 53,750 | 53,750 | 53,750 | 53,750 | |
| **Subtotal** | 284,411 | 311,818 | 311,818 | 311,232 | 309,508 | -0.7% |
| **Total Expenditures** | $ 284,411 | $ 311,818 | $ 311,818 | $ 311,232 | $ 309,508 | -0.7% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Executive Director of Public Services | 0.50 | 0.50 | 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 | |
| Administrative Technician | 0.24 | 0.24 | 0.24 | 0.24 | 0.24 | |
| **Total Personnel** | 2.24 | 2.24 | 2.24 | 2.24 | 2.24 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Administration | Water & Wastewater | 501-6050-600 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 168,369 | $ 167,970 | $ 167,970 | $ 170,500 | $ 170,050 | |
| 10 20 | Overtime | - | 250 | 250 | 250 | 250 | |
| 10 30 | Longevity | 453 | 904 | 904 | 904 | 1,163 | |
| 11 10 | Salaries and Wages - Part Time | 3,393 | 9,110 | 9,110 | 5,000 | 8,892 | |
| 20 10 | Retirement | 27,564 | 28,191 | 28,191 | 29,000 | 28,523 | |
| 20 20 | Social Security | 11,903 | 13,887 | 13,887 | 15,000 | 14,004 | |
| 20 40 | Insurance | 26,930 | 27,328 | 27,328 | 27,000 | 22,806 | |
| 20 50 | Workers' Compensation | 444 | 199 | 199 | 199 | 202 | |
| 20 55 | Long Term Disability | 411 | 454 | 454 | 454 | 494 | |
| 20 60 | Auto Allowance | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | |
| 20 65 | Cell Phone Allowance | - | 900 | 900 | 300 | 300 | |
| | **Subtotal** | **241,867** | **251,593** | **251,593** | **251,007** | **249,083** | -1.0% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 340 | 350 | 350 | 350 | 350 | |
| 31 35 | Business Expenses | - | 500 | 500 | 500 | 500 | |
| 31 40 | Clothing | 102 | 625 | 625 | 625 | 625 | |
| 35 10 | Motor Vehicle Repair Supplies | - | 800 | 800 | 800 | 800 | |
| 37 20 | Electricity | 2,678 | 3,000 | 3,000 | 3,000 | 3,200 | |
| 37 30 | Fuel, Oil and Lubricants | - | 1,200 | 1,200 | 1,200 | 1,200 | |
| | **Subtotal** | **3,120** | **6,475** | **6,475** | **6,475** | **6,675** | 3.1% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 4,864 | 4,400 | 4,400 | 4,400 | 4,400 | |
| 43 15 | Engineering and Architectural Services | 5,931 | 25,000 | 25,000 | 25,000 | 25,000 | |
| 43 60 | Impact Fee Services | - | 5,000 | 5,000 | 5,000 | 5,000 | |
| 51 20 | General Insurance | 1,057 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 52 10 | Radio/Telephone/Communications | 7,945 | 7,300 | 7,300 | 7,300 | 7,300 | |
| 52 20 | Postage | 1,124 | 250 | 250 | 250 | 250 | |
| 55 10 | Education and Training | 895 | 3,800 | 3,800 | 3,800 | 3,800 | |
| 56 25 | Fleet Replacement | 4,876 | - | - | - | - | |
| | **Subtotal** | **26,692** | **53,750** | **53,750** | **53,750** | **53,750** | 0.0% |
| | **Other Expenses:** | | | | | | |
| 85 10 | Depreciation Expense | 12,732 | - | - | - | - | |
| | **Subtotal** | **12,732** | **-** | **-** | **-** | **-** | 100.0% |
| | **Total Expenditures** | **$ 284,411** | **$ 311,818** | **$ 311,818** | **$ 311,232** | **$ 309,508** | -0.7% |



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# WATER PURIFICATION/PRODUCTION

## 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 seven (7) water plants that receive water from six (6) 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Maximum daily well pumping capacity* | 12.8 | 12.8 | 12.8 |
| Number of water supply wells maintained | 6 | 6 | 6 |
| Surface water daily contract supply* | 3 | 3 | 3 |
| Surface water daily pumping capacity* | 7.6 | 7.6 | 7.6 |
| Number of water plants maintained | 7 | 7 | 7 |
| Total water pumped ** | 1.89 | 1.95 | 1.95 |
| Peak day pumpage * | 7.9 | 8.3 | 8.3 |
| Total storage capacity * | 10.425 | 10.425 | 10.425 |
| Number of ground storage tanks | 8 | 8 | 8 |
| Ground storage capacity * | 7.025 | 7.025 | 7.025 |
| Number of elevated storage tanks | 5 | 5 | 5 |
| Elevated tank storage capacity * | 3.40 | 3.40 | 3.40 |
| 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

## FY2021 BUDGET NOTES:

1. Slight increase to Other Contractual Services to account for the new water/wastewater operations contract.
2. Added new line item for Tank Maintenance for $50,000 to rehab, in phases, the various water plants based on the yearly inspections report.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Water Production/Purification | Water & Wastewater | 501-6052-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 95,889 | $ 70,856 | $ 70,856 | $ 76,018 | $ 77,983 | |
| **Supplies** | 423,039 | 423,100 | 423,100 | 422,800 | 433,100 | |
| **Maintenance and Services** | 391,278 | 367,770 | 367,770 | 384,380 | 460,770 | |
| **Subtotal** | 1,160,754 | 861,726 | 861,726 | 883,198 | 971,853 | 12.8% |
| **Total Expenditures** | $ 1,160,754 | $ 861,726 | $ 861,726 | $ 883,198 | $ 971,853 | 12.8% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| 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 | |
| **Total Personnel** | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Water Production/Purification | Water & Wastewater | 501-6052-600 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 57,809 | $ 46,894 | $ 46,894 | $ 52,100 | $ 49,494 | |
| 10 20 | Overtime | 5,901 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 10 30 | Longevity | 530 | 495 | 495 | 333 | 585 | |
| 10 40 | Incentive Pay | 3,125 | 1,350 | 1,350 | 1,350 | 1,350 | |
| 20 10 | Retirement | 11,746 | 7,969 | 7,969 | 8,000 | 8,427 | |
| 20 20 | Social Security | 5,228 | 3,728 | 3,728 | 3,800 | 3,934 | |
| 20 40 | Insurance | 10,473 | 3,735 | 3,735 | 3,735 | 7,471 | |
| 20 50 | Workers' Compensation | 907 | 558 | 558 | 570 | 583 | |
| 20 55 | Long Term Disability | 170 | 127 | 127 | 130 | 139 | |
| | **Subtotal** | **95,889** | **70,856** | **70,856** | **76,018** | **77,983** | 10.1% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 441 | 450 | 450 | 450 | 450 | |
| 31 20 | Computer Supplies | 42 | 200 | 200 | 200 | 200 | |
| 31 35 | Business Expenses | - | 900 | 900 | 900 | 900 | |
| 31 40 | Clothing | 924 | 800 | 800 | 800 | 800 | |
| 34 15 | Chemical Supplies | 155,612 | 160,000 | 160,000 | 160,000 | 170,000 | |
| 35 10 | Motor Vehicle Repair Supplies | 42 | 2,500 | 2,500 | 2,500 | 2,500 | |
| 35 20 | Building Materials and Supplies | 1,010 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 30 | Safety Equipment | 585 | 550 | 550 | 250 | 550 | |
| 37 10 | Natural Gas | 49,670 | 700 | 700 | 700 | 700 | |
| 37 20 | Electricity | 211,054 | 250,000 | 250,000 | 250,000 | 250,000 | |
| 37 30 | Fuel, Oil and Lubricants | 3,660 | 6,000 | 6,000 | 6,000 | 6,000 | |
| | **Subtotal** | **423,039** | **423,100** | **423,100** | **422,800** | **433,100** | 2.4% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 271 | 300 | 300 | 210 | 300 | |
| 43 40 | License and Inspection Fees | 34,335 | 40,000 | 40,000 | 40,000 | 40,000 | |
| 51 20 | General Insurance | 27,443 | 27,500 | 27,500 | 17,500 | 27,500 | |
| 52 10 | Telephone/Communications - Scada | 941 | 1,200 | 1,200 | 1,200 | 1,200 | |
| 52 20 | Postage | 477 | 500 | 500 | 200 | 500 | |
| 54 10 | Printing and Binding | 1,690 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 54 15 | Community Education | - | 2,750 | 2,750 | 2,750 | 2,750 | |
| 55 10 | Education and Training | 1,515 | 2,800 | 2,800 | 2,800 | 2,800 | |
| 56 25 | Fleet Replacement | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | |
| 57 10 | Other Contractual Services | 117,275 | 115,000 | 115,000 | 125,000 | 148,000 | |
| 57 20 | Water Sample Testing Services | - | - | - | - | 10,000 | |
| 62 40 | Grounds Maintenance Services | 11,584 | 12,220 | 12,220 | 12,220 | 12,220 | |
| 63 10 | Building Repair and Maintenance | 19,547 | 6,000 | 6,000 | 23,000 | 6,000 | |
| 63 25 | Equipment Repair and Maintenance | 168,700 | 150,000 | 150,000 | 150,000 | 150,000 | |
| 63 30 | Tank Maintenance | - | - | - | - | 50,000 | |
| | **Subtotal** | **391,278** | **367,770** | **367,770** | **384,380** | **460,770** | 25.3% |
| | **Other Expenses:** | | | | | | |
| 85 10 | Depreciation Expense | 250,548 | - | - | - | - | |
| | **Subtotal** | **250,548** | **-** | **-** | **-** | **-** | 100.0% |
| | **Total Expenditures** | **$ 1,160,754** | **$ 861,726** | **$ 861,726** | **$ 883,198** | **$ 971,853** | 12.8% |



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# WATER DISTRIBUTION

## 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Water mains replaced/upgraded (linear feet) | 13,332 | 12,000 | 12,000 |
| Water meters replaced | 40 | 65 | 70 |
| Water meters read monthly | 10,780 | 11,260 | 11,400 |
| Percent increase(decrease) in water meters read monthly | 1% | 1% | 1% |
| Broken mains/leaks repaired | 283 | 220 | 220 |
| Average length of time per service disruption (hours) | 1.5 | 1.5 | 1.5 |
| New water taps installed (excluding out of City MUD's) | 222 | 295 | 370 |
| Percent increase(decrease) in the number of water taps | 4% | 4% | 4% |
| Total number of water connections (excluding out of city MUD's) | 11,160 | 11,360 | 11,460 |
| Total number of water connections for out of city MUD's receiving wholesale water from City | 3,710 | 4,050 | 4,200 |
| Average response time (hours) | 1 | 1 | 1 |
| Number of fire Hydrants | 1,539 | 1,650 | 1,750 |
| Number of fire hydrants flushed | 1,539 | 1,650 | 1,750 |
| Average water pressure (P.S.I.) | 52 | 55 | 55 |
| Number of customer water quality complaints | 75 | 90 | 100 |
| Water billed to city customers – gallons ** | 2.01 | 2.02 | 2.03 |
| Water billed to wholesale MUD's – gallons * | 337.7 | 490.0 | 500.0 |
| Gallons of lost/unaccounted for water * | 247 | 38.8 | 38.8 |
| Percentage of lost/unaccounted for water | 14.8% | 12.5% | 9.5% |
| Percentage of water billed to in-city/wholesale MUD's | 87%/13% | 87%/13% | 87%/13% |
| Number of customer connect work orders completed | 990 | 1,770 | 1,850 |
| Number of customer disconnect work orders completed | 931 | 950 | 980 |
| Number of meter re-reads | 1,625 | 1,750 | 1,800 |
| Number of non-payment disconnects | 1,143 | 1,200 | 1,300 |
| Number of non-payment reconnects | 540 | 875 | 900 |
| Miles of water lines | 186 | 190 | 192 |

* Million gallons
** Billion gallons

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Water Distribution | Water & Wastewater | 501-6053-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | $ 1,108,606 | $ 683,127 | $ 683,127 | $ 680,241 | $ 685,306 | |
| **Supplies** | 191,791 | 264,800 | 264,800 | 268,425 | 269,300 | |
| **Maintenance and Services** | 150,627 | 180,419 | 180,419 | 185,094 | 174,733 | |
| **Subtotal** | 1,451,024 | 1,128,346 | 1,128,346 | 1,133,760 | 1,129,339 | 0.1% |
| **Capital Outlay** | 588,409 | - | - | - | - | 100.0% |
| **Total Expenditures** | $ 2,039,433 | $ 1,128,346 | $ 1,128,346 | $ 1,133,760 | $ 1,129,339 | 0.1% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Full-time equivalents: | | | | | | |
| M&O Supervisor | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| M&O Foreman | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 | |
| M&O Technician | 5.50 | 5.50 | 5.50 | 5.50 | 5.50 | |
| **Total Personnel** | 9.50 | 9.50 | 9.50 | 9.50 | 9.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **ACCOUNT:** |
|---|---|---|---|
| Water & Wastewater | Water Distribution | Water & Wastewater | 501-6053-600 |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 383,905 | $ 425,027 | $ 425,027 | $ 423,000 | $ 418,505 | |
| 10 20 | Overtime | 43,815 | 45,000 | 45,000 | 45,000 | 45,000 | |
| 10 30 | Longevity | 4,900 | 7,755 | 7,755 | 7,521 | 5,573 | |
| 10 40 | Incentive Pay | 2,650 | 2,700 | 2,700 | 3,500 | 2,700 | |
| 20 10 | Retirement | 484,865 | 78,558 | 78,558 | 78,000 | 77,302 | |
| 20 20 | Social Security | 29,922 | 36,755 | 36,755 | 36,750 | 36,091 | |
| 20 40 | Insurance | 151,771 | 79,862 | 79,862 | 79,000 | 92,993 | |
| 20 50 | Workers' Compensation | 5,666 | 6,322 | 6,322 | 6,322 | 5,990 | |
| 20 55 | Long Term Disability | 1,112 | 1,148 | 1,148 | 1,148 | 1,152 | |
| | **Subtotal** | **1,108,606** | **683,127** | **683,127** | **680,241** | **685,306** | 0.3% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 450 | 500 | 500 | 325 | 500 | |
| 31 40 | Clothing | 2,812 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 31 90 | Other Supplies | 3,095 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 34 10 | Botanical & Agricultural Supplies | 931 | 1,400 | 1,400 | 1,400 | 1,400 | |
| 34 15 | Chemical Supplies | 1,641 | 2,500 | 2,500 | 4,500 | 4,500 | |
| 34 25 | Laboratory Supplies | 813 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 34 30 | Cleaning Supplies | 926 | 1,000 | 1,000 | 800 | 1,500 | |
| 35 10 | Motor Vehicle Repair Supplies | 11,406 | 9,000 | 9,000 | 11,000 | 11,000 | |
| 35 20 | Building Materials and Supplies | 354 | 900 | 900 | 900 | 900 | |
| 35 30 | Plumbing Supplies | 71,416 | 80,000 | 80,000 | 80,000 | 80,000 | |
| 35 32 | Water Meters | 66,427 | 120,000 | 120,000 | 120,000 | 120,000 | |
| 35 40 | Street Repair Supplies | 394 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 10 | Small Tools and Equipment | 5,795 | 7,000 | 7,000 | 7,000 | 7,000 | |
| 36 30 | Safety Equipment | 3,813 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 37 20 | Electricity | 151 | 500 | 500 | 500 | 500 | |
| 37 30 | Fuel, Oil and Lubricants | 21,368 | 28,000 | 28,000 | 28,000 | 28,000 | |
| | **Subtotal** | **191,791** | **264,800** | **264,800** | **268,425** | **269,300** | 1.7% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 8,363 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 43 40 | License and Inspection Fees | 413 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 51 20 | General Insurance | 23,188 | 24,000 | 24,000 | 24,000 | 24,000 | |
| 52 10 | Telephone/Communications | 1,043 | 625 | 625 | 1,050 | 1,050 | |
| 52 20 | Postage | 97 | 500 | 500 | 500 | 500 | |
| 55 10 | Education and Training | 3,209 | 6,400 | 6,400 | 6,400 | 6,400 | |
| 56 24 | Equipment Rentals | 2,191 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 56 25 | Fleet Replacement | 41,839 | 41,844 | 41,844 | 41,844 | 37,733 | |
| 57 10 | Other Contractual Services | 11,521 | 16,000 | 16,000 | 16,000 | 16,000 | |
| 57 15 | Water Leakage Survey | 28,400 | 29,750 | 29,750 | 27,000 | 29,750 | |
| 57 20 | Water Sample Testing Services | 14,522 | 35,000 | 35,000 | 35,000 | 25,000 | |
| 63 25 | Equipment Repair and Maintenance | 15,842 | 12,000 | 12,000 | 19,000 | 20,000 | |
| 63 27 | Radio Repair and Maintenance | - | 1,300 | 1,300 | 1,300 | 1,300 | |
| | **Subtotal** | **150,627** | **180,419** | **180,419** | **185,094** | **174,733** | -3.2% |
| | **Capital Outlay:** | | | | | | |
| 85 10 | Depreciation | 588,409 | - | - | - | - | |
| | **Subtotal** | **588,409** | **-** | **-** | **-** | **-** | 100.0% |
| | **Total Expenditures** | **$ 2,039,433** | **$ 1,128,346** | **$ 1,128,346** | **$ 1,133,760** | **$ 1,129,339** | 0.1% |



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# WASTEWATER COLLECTION

## 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 (26) 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Sewer mains replaced/upgraded (linear feet) | 69,307 | 2,101 | 2,000 |
| Number of lift stations | 26 | 28 | 28 |
| Broken mains/leaks repaired including stoppages | 490 | 450 | 450 |
| 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 | 222 | 295 | 370 |
| Percent increase(decrease) in number of wastewater taps | 4% | 4% | 4% |
| Total number of wastewater connections without MUD's | 11,160 | 11,360 | 11,460 |
| Total number of wastewater connections for out of city MUD's served by the city | 404 | 500 | 550 |
| Percent increase in the total number of wastewater connections | 3% | 3% | 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 | 25 | 28 | 28 |
| Miles of sanitary sewer lines | 159 | 163 | 165 |

## FY2021 BUDGET NOTES:

1. Added line item for Postage to account for the various mailings the City will be sending related to smoke testing for different sections of the City.
2. Increase to Other Contractual Services – Lift Station Operations to account for new water/wastewater operations contract.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Wastewater Collection | Water & Wastewater | 501-6054-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 448,541** | **$ 638,156** | **$ 638,156** | **$ 640,199** | **$ 651,390** | |
| **Supplies** | **106,896** | **146,925** | **146,925** | **154,325** | **145,675** | |
| **Maintenance and Services** | **347,205** | **355,437** | **355,437** | **365,378** | **391,444** | |
| **Subtotal** | **902,643** | **1,140,518** | **1,140,518** | **1,159,902** | **1,188,509** | 4.2% |
| **Capital Outlay** | **967,654** | **-** | **-** | **-** | **-** | 100.0% |
| **Total Expenditures** | **$ 1,870,297** | **$ 1,140,518** | **$ 1,140,518** | **$ 1,159,902** | **$ 1,188,509** | 4.2% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| M&O Supervisor | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| M&O Supervisor | 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 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | |
| M&O Technician | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | |
| M&O Assistant | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.0% |
| **Total Personnel** | 9.50 | 9.50 | 9.50 | 9.50 | 9.50 | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Wastewater Collection | Water & Wastewater | 501-6054-600 |

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | | **Personnel and Benefits:** | | | | | | |
| 10 | 10 | Salaries and Wages | $ 274,996 | $ 405,277 | $ 405,277 | $ 405,277 | $ 415,767 | |
| 10 | 20 | Overtime | 34,358 | 29,000 | 29,000 | 29,000 | 29,000 | |
| 10 | 30 | Longevity | 2,945 | 4,935 | 4,935 | 5,453 | 5,730 | |
| 10 | 40 | Incentive Pay | 2,550 | 3,450 | 3,450 | 4,975 | 6,450 | |
| 20 | 10 | Retirement | 51,152 | 73,355 | 73,355 | 73,355 | 75,802 | |
| 20 | 20 | Social Security | 21,879 | 34,323 | 34,323 | 34,323 | 35,389 | |
| 20 | 40 | Insurance | 57,115 | 82,180 | 82,180 | 82,180 | 77,265 | |
| 20 | 50 | Workers' Compensation | 2,761 | 4,542 | 4,542 | 4,542 | 4,832 | |
| 20 | 55 | Long Term Disability | 786 | 1,094 | 1,094 | 1,094 | 1,155 | |
| | | **Subtotal** | **448,541** | **638,156** | **638,156** | **640,199** | **651,390** | 2.1% |
| | | **Supplies:** | | | | | | |
| 31 | 10 | Office Supplies | 553 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 31 | 40 | Clothing | 2,693 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 34 | 15 | Chemical Supplies | 1,193 | 6,000 | 6,000 | 6,000 | 4,000 | |
| 34 | 30 | Cleaning Supplies | 298 | 750 | 750 | 750 | 1,500 | |
| 35 | 10 | Motor Vehicle Repair Supplies | 803 | 3,000 | 3,000 | 4,500 | 3,000 | |
| 35 | 20 | Building Materials and Supplies | 3,116 | 1,500 | 1,500 | 400 | 1,500 | |
| 35 | 30 | Plumbing Supplies | 11,939 | 20,000 | 20,000 | 20,000 | 20,000 | |
| 35 | 33 | Sewer Taps | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| 35 | 35 | Electrical Supplies | - | 175 | 175 | 175 | 175 | |
| 35 | 40 | Street Repair Supplies | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| 36 | 10 | Small Tools and Equipment | 3,251 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 36 | 30 | Safety Equipment | 179 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 37 | 10 | Natural Gas | 792 | 1,000 | 1,000 | 1,000 | 1,000 | |
| 37 | 20 | Electricity | 69,778 | 85,000 | 85,000 | 92,000 | 85,000 | |
| 37 | 30 | Fuel, Oil and Lubricants | 12,301 | 15,500 | 15,500 | 15,500 | 15,500 | |
| | | **Subtotal** | **106,896** | **146,925** | **146,925** | **154,325** | **145,675** | -0.9% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 35 | Dues, Subscriptions, Memberships | - | 320 | 320 | 320 | 320 | |
| 43 | 40 | License and Inspection Fees | 444 | 750 | 750 | 750 | 750 | |
| 51 | 20 | General Insurance | 18,233 | 18,300 | 18,300 | 19,700 | 19,700 | |
| 52 | 10 | Telephone/Communications | 189 | 1,225 | 1,225 | 1,225 | 1,225 | |
| 52 | 20 | Postage | - | - | - | 2,500 | 2,500 | |
| 55 | 10 | Education and Training | 5,087 | 7,500 | 7,500 | 7,500 | 7,500 | |
| 56 | 24 | Equipment Rentals | 129 | 300 | 300 | 300 | 300 | |
| 56 | 25 | Fleet Replacement | 31,403 | 30,362 | 30,362 | 31,403 | 30,369 | |
| 57 | 10 | Other Contractual Services - Vactor Services | 41,117 | 30,000 | 30,000 | 30,000 | 15,000 | |
| 57 | 13 | Other Contractual Services - Lift Station Operator | 69,198 | 110,000 | 110,000 | 115,000 | 142,100 | |
| 62 | 40 | Grounds Maintenance Services | 5,318 | 5,680 | 5,680 | 5,680 | 5,680 | |
| 63 | 25 | Equipment Repair and Maintenance | 176,087 | 150,000 | 150,000 | 150,000 | 165,000 | |
| 63 | 27 | Radio Repair and Maintenance | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| | | **Subtotal** | **347,205** | **355,437** | **355,437** | **365,378** | **391,444** | 10.1% |
| | | **Capital Outlay:** | | | | | | |
| 85 | 10 | Depreciation | 967,654 | - | - | - | - | |
| | | **Subtotal** | **967,654** | **-** | **-** | **-** | **-** | 100.0% |
| | | **Total Expenditures** | **$ 1,870,297** | **$ 1,140,518** | **$ 1,140,518** | **$ 1,159,902** | **$ 1,188,509** | 4.2% |



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# WASTEWATER TREATMENT

## 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Daily average flow of wastewater treated annually: | | | |
| Plant No. 1A – Permit capacity 2.0mgd | 1.17 | 1.20 | 1.23 |
| Plant No. 2 – Permit capacity 4.5mgd | 1.8 | 2.0 | 2.2 |
| Plant No. 3 – Permit capacity 0.025mgd | .0020 | .0025 | .0035 |
| Percent of permitted capacity: | | | |
| Plant No. 1A | 58% | 60% | 62% |
| Plant No. 2 | 40% | 44% | 48% |
| Plant No. 3 | 8% | 10% | 14% |
| Permit violations | 0 | 0 | 0 |

* Million gallons
** Billion gallons

## FY2021 BUDGET NOTES:

1. Increase to Other Contractual Services – Plant Operations to account for new water/wastewater operations contract.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Wastewater Treatment | Water & Wastewater | 501-6055-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Supplies** | $ 243,032 | $ 285,000 | $ 285,000 | $ 285,000 | $ 285,000 | |
| **Maintenance and Services** | 977,339 | 896,300 | 896,300 | 966,300 | 1,096,900 | |
| **Subtotal** | **1,220,371** | **1,181,300** | **1,181,300** | **1,251,300** | **1,381,900** | 17.0% |
| **Capital Outlay** | **443,933** | - | - | - | - | 100.0% |
| **Total Expenditures** | **$ 1,664,304** | **$ 1,181,300** | **$ 1,181,300** | **$ 1,251,300** | **$ 1,381,900** | 17.0% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| N/A |

**~ EXPENDITURE DETAIL ~**

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **Supplies:** | | | | | | |
| 37 | 20 | Electricity | $ 243,032 | $ 285,000 | $ 285,000 | $ 285,000 | $ 285,000 | |
| | | **Subtotal** | **243,032** | **285,000** | **285,000** | **285,000** | **285,000** | 0.0% |
| | | **Maintenance and Services:** | | | | | | |
| 43 | 15 | Engineering and Architectural Services | 51,835 | 40,000 | 40,000 | 30,000 | 40,000 | |
| 43 | 40 | License and Inspection Fees | 53,163 | 55,000 | 55,000 | 55,000 | 55,000 | |
| 51 | 20 | General Insurance | 39,858 | 40,000 | 40,000 | 43,000 | 45,000 | |
| 52 | 10 | Telephone/Communications | - | 1,300 | 1,300 | 1,300 | 1,300 | |
| 57 | 10 | Other Cont Svcs - Plant Operation Services | 539,962 | 540,000 | 540,000 | 560,000 | 685,600 | |
| 57 | 20 | Other Cont Svcs - Pretreatment Program | - | 30,000 | 30,000 | 30,000 | 30,000 | |
| 62 | 40 | Grounds Maintenance Services | - | 30,000 | 30,000 | 30,000 | 30,000 | |
| 63 | 10 | Building Repair and Maintenance | 26,550 | 10,000 | 10,000 | 17,000 | 10,000 | |
| 63 | 25 | Equipment Repair and Maintenance | 265,970 | 150,000 | 150,000 | 200,000 | 200,000 | |
| | | **Subtotal** | **977,339** | **896,300** | **896,300** | **966,300** | **1,096,900** | 22.4% |
| | | **Capital Outlay:** | | | | | | |
| 85 | 10 | Depreciation | 443,933 | - | - | - | - | |
| | | **Subtotal** | **443,933** | **-** | **-** | **-** | **-** | 0.0% |
| | | **Total Expenditures** | **$ 1,664,304** | **$ 1,181,300** | **$ 1,181,300** | **$ 1,251,300** | **$ 1,381,900** | 17.0% |



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# RECLAIMED WATER

## PROGRAM DESCRIPTION:

The Reclaimed Water is a relatively new Water/Wastewater Department, which tracks 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Reuse line installed (linear feet) | 2,405 | 2,000 | 2,000 |
| Reclaimed water pumpage * | 154 | 165 | 165 |
| Meter Installed | 3 | 4 | 4 |

* Million gallons

## FY2021 BUDGET NOTES:

1. No significant changes from FY2020 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Reclaimed Water | Water & Wastewater | 501-6057-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Supplies** | **$ 16,388** | **$ 16,000** | **$ 16,000** | **$ 18,000** | **$ 22,000** | |
| **Maintenance and Services** | **9,701** | **27,150** | **27,150** | **25,044** | **25,150** | |
| **Subtotal** | **26,089** | **43,150** | **43,150** | **43,044** | **47,150** | 9.3% |
| **Total Expenditures** | **$ 26,089** | **$ 43,150** | **$ 43,150** | **$ 43,044** | **$ 47,150** | 9.3% |

**~ AUTHORIZED POSITIONS ~**

| Position Title |
|---|
| N/A |

**~ EXPENDITURE DETAIL ~**

| | | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|---|
| | | **Supplies:** | | | | | | |
| 34 | 15 | Chemical Supplies | $ 10,802 | $ 9,000 | $ 9,000 | $ 11,000 | $ 15,000 | |
| 37 | 20 | Electricity | 5,586 | 7,000 | 7,000 | 7,000 | 7,000 | |
| | | **Subtotal** | **16,388** | **16,000** | **16,000** | **18,000** | **22,000** | 37.5% |
| | | **Maintenance and Services:** | | | | | | |
| 42 | 30 | Water Reuse Plan | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| 51 | 20 | General Insurance | 48 | 150 | 150 | 44 | 150 | |
| 57 | 38 | Educational Material & Signage | 304 | 500 | 500 | 500 | 500 | |
| 63 | 10 | Building Repair and Maintenance | - | 500 | 500 | 500 | 500 | |
| 63 | 25 | Equipment Repair and Maintenance | 9,349 | 25,000 | 25,000 | 23,000 | 23,000 | |
| | | **Subtotal** | **9,701** | **27,150** | **27,150** | **25,044** | **25,150** | -7.4% |
| | | **Total Expenditures** | **$ 26,089** | **$ 43,150** | **$ 43,150** | **$ 43,044** | **$ 47,150** | 9.3% |



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## 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.

## FY2021 BUDGET NOTES:

1. A transfer of $8,000 to the City Health Insurance Fund is for administrative costs.
2. The Transfer to the General Fund of $1,686,842 is to reimburse the General Fund for support services and the Payment In Lieu of Taxes (PILOT). The PILOT is calculated at 4% of operating revenue.
3. The appropriation of $4,740,245 is for the transfer to Debt Service Fund for current debt obligations and to cover the Water/Wastewater Fund's 50% share of the 2012 Certificates of Obligation to be paid off in FY2021.
4. The Transfer to W/WW Supplemental includes:

| | | |
|---|---|---|
| AWIA Risk and Resiliency Assessment | $ | 65,000 |
| Neptune R900 AMI Network Infrastructure | | 93,000 |
| Reclaimed Water | | 86,000 |
| FM 2218 Utility Adjustments (City Portion) | | 110,000 |
| **Total:** | **$** | **354,000** |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| FUND: | DEPARTMENT: | FUNCTION: | ACCOUNT: |
|---|---|---|---|
| Water & Wastewater | Non-Departmental | Water & Wastewater | 501-6090-600 |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ DEPARTMENT SUMMARY ~** | | | | | | |
| **Personnel and Benefits** | **$ 8,000** | **$ 8,000** | **$ 8,000** | **$ 8,000** | **$ 8,000** | |
| **Maintenance and Services** | **142,412** | **143,887** | **143,887** | **143,887** | **143,887** | |
| **Debt Service** | **60,053** | **309,775** | **309,775** | **309,775** | **497,630** | |
| **Transfers to Other Funds** | **6,359,588** | **4,440,753** | **4,440,753** | **4,440,753** | **6,781,087** | |
| **Subtotal** | **6,570,053** | **4,902,415** | **4,902,415** | **4,902,415** | **7,430,604** | 51.6% |
| **Total Expenditures** | **$ 6,570,053** | **$ 4,902,415** | **$ 4,902,415** | **$ 4,902,415** | **$ 7,430,604** | 51.6% |
| **~ EXPENDITURE DETAIL ~** | | | | | | |
| **Personnel and Benefits:** | | | | | | |
| 20 40 Insurance Admin/Contingency | $ 8,000 | $ 8,000 | $ 8,000 | $ 8,000 | $ 8,000 | |
| **Subtotal** | **8,000** | **8,000** | **8,000** | **8,000** | **8,000** | 0.0% |
| **Maintenance and Services:** | | | | | | |
| 42 60 Technology Fees | 142,412 | 143,887 | 143,887 | 143,887 | 143,887 | |
| **Subtotal** | **142,412** | **143,887** | **143,887** | **143,887** | **143,887** | 0.0% |
| **Debt Service:** | | | | | | |
| 81 10 Principal | - | 260,185 | 260,185 | 260,185 | 465,085 | |
| 81 20 Interest | 60,053 | 45,740 | 45,740 | 45,740 | 28,695 | |
| 81 30 Fiscal Agent Fees | - | 3,850 | 3,850 | 3,850 | 3,850 | |
| **Subtotal** | **60,053** | **309,775** | **309,775** | **309,775** | **497,630** | 60.6% |
| **Transfers:** | | | | | | |
| 91 01 Transfer to General Fund-Administration | 1,516,446 | 1,686,842 | 1,686,842 | 1,686,842 | 1,686,842 | |
| 92 16 Transfer to CDBG | 77,600 | - | - | - | - | |
| 92 19 Transfer to RDC | 646,500 | - | - | - | - | |
| 93 01 Transfer to Debt Service Fund | 2,880,042 | 2,378,911 | 2,378,911 | 2,378,911 | 4,740,245 | |
| 95 15 Transfer to Water/Wastewater Supplemental | 1,239,000 | 375,000 | 375,000 | 375,000 | 354,000 | |
| **Subtotal** | **6,359,588** | **4,440,753** | **4,440,753** | **4,440,753** | **6,781,087** | 52.7% |
| **Total Expenditures** | **$ 6,570,053** | **$ 4,902,415** | **$ 4,902,415** | **$ 4,902,415** | **$ 7,430,604** | 51.6% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Water & Wastewater Fund
## Aggregating Schedule of Revenues and Expenses (Working Capital Basis)

| Classification | 2018-19 Actual Totals | 2019-20 Budget Totals | 2020-21 Budget: Water & Wastewater Operations (501) | 2020-21 Budget: WW Treatment Plant #4 (509) |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| BEGINNING BALANCE | $ 20,954,722 | $ 14,182,261 | $ 6,442,252 | $ 296,129 |
| OPERATING REVENUES: | | | | |
| Water revenue | 5,262,743 | 5,200,000 | 5,362,000 | - |
| State of Texas TxDot | | | | |
| Wastewater revenue | 4,551,377 | 4,560,000 | 4,610,000 | - |
| Subsidence Fee | 3,327,547 | 3,430,000 | - | - |
| Miscellaneous revenue | 492,891 | 424,200 | 389,700 | - |
| TOTAL OPERATING REVENUES | 13,634,558 | 13,614,200 | 10,361,700 | - |
| **TOTAL FUNDS AVAILABLE** | 34,589,280 | 27,796,461 | 16,803,952 | 296,129 |
| ***EXPENSES:*** | | | | |
| Administration | 284,411 | 311,818 | 309,508 | - |
| Water production/purification | 1,160,754 | 861,726 | 971,853 | - |
| Water distribution | 2,039,433 | 1,128,346 | 1,129,339 | - |
| Wastewater collection | 1,870,297 | 1,140,518 | 1,188,509 | - |
| Wastewater treatment | 1,664,304 | 1,181,300 | 1,381,900 | - |
| Customer services | 582,331 | 642,299 | 719,909 | - |
| Groundwater Reduction Costs | 5,131,830 | 5,607,500 | - | - |
| Reclaimed Water | - | 43,150 | 47,150 | - |
| TOTAL EXPENSES | 12,733,361 | 10,916,657 | 5,748,168 | - |
| Non-Operating Revenues (Expenses): | | | | |
| Capital impact revenue | 3,967,617 | - | - | - |
| Interest revenue | 556,190 | 250,000 | 30,000 | - |
| Debt service and fiscal agent fees | (60,053) | (309,775) | (497,630) | - |
| Transfers in | 1,068,072 | 68,072 | 68,072 | - |
| Personnel and Benefits | (8,000) | (8,000) | (8,000) | - |
| Maintenance and Services | (142,412) | (183,887) | (143,887) | - |
| Grant | - | - | - | - |
| Capital | (15,900) | (125,000) | - | (296,129) |
| Intergovernmental | 950,646 | 810,000 | - | - |
| TOTAL NON-OPERATING REVENUE (EXPENSES) | 6,316,160 | 501,410 | (551,445) | (296,129) |
| NET INCOME BEFORE OPERATING TRANSFERS | 7,217,357 | 3,198,953 | 4,062,087 | (296,129) |
| Operating transfers out | (6,359,588) | (6,440,753) | (6,781,087) | - |
| INCREASE (DECREASE) IN WORKING CAPITAL | 857,769 | (3,241,800) | (2,719,000) | (296,129) |
| ENDING BALANCE | $ 21,812,491 | $ 10,940,461 | $ 3,723,252 | $ (0) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## Water & Wastewater Fund
## Aggregating Schedule of Revenues and Expenses (Working Capital Basis)

| 2020-21 Budget | | | | |
|---|---|---|---|---|
| Water Subsid. Fund (514) | W/WW Supplemental Fund (515) | Water Impact Fee Fund (517) | Sewer Impact Fee Fund (518) | 2020-21 Budget Totals |
| $ 3,057,192 | $ 1,745,914 | $ 5,685,556 | $ 2,280,741 | $ 19,507,784 |
| - | - | - | - | 5,362,000 |
| - | 1,590,000 | | | 1,590,000 |
| - | - | - | - | 4,610,000 |
| 3,860,000 | - | - | - | 3,860,000 |
| - | - | - | - | 389,700 |
| 3,860,000 | 1,590,000 | - | - | 15,811,700 |
| 6,917,192 | | 5,685,556 | 2,280,741 | 35,319,484 |
| - | - | - | - | 309,508 |
| - | - | - | - | 971,853 |
| - | - | - | - | 1,129,339 |
| - | - | - | - | 1,188,509 |
| - | - | - | - | 1,381,900 |
| - | - | - | - | 719,909 |
| 5,607,500 | - | - | - | 5,607,500 |
| - | - | - | - | 47,150 |
| 5,607,500 | - | - | - | 11,355,668 |
| - | - | - | - | - |
| 75,000 | 5,000 | - | - | 110,000 |
| - | - | - | - | (497,630) |
| - | 354,000 | - | - | 422,072 |
| - | - | - | - | (8,000) |
| - | (65,000) | - | - | (208,887) |
| - | - | - | - | - |
| - | (1,879,000) | - | - | (2,175,129) |
| 750,000 | - | - | - | 750,000 |
| 825,000 | (1,585,000) | - | - | (1,607,574) |
| (922,500) | 5,000 | - | - | 2,848,458 |
| (303,846) | - | - | - | (7,084,933) |
| (1,226,346) | 5,000 | - | - | (4,236,475) |
| $ 1,830,846 | $ 1,750,914 | $ 5,685,556 | $ 2,280,741 | $ 15,271,309 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**WATER & WASTEWATER**
**SPACEK RD LIFT STATION AND SEWER LINE IMPROVEMENTS** **FUND: 509**

| Classification | 2018-19 Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 353,232 | $ 22,518 | $ 302,959 | $ 296,129 |
| Revenues & Transfers In | 8,144 | - | 3,000 | - |
| **TOTAL FUNDS AVAILABLE** | 361,376 | 22,518 | 305,959 | 296,129 |
| ***DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | 58,417 | - | 9,830 | 296,129 |
| TOTAL ENDING BALANCE | 302,959 | 22,518 | 296,129 | (0) |
| ***ACCOUNT TOTAL*** | $ 361,376 | $ 22,518 | $ 305,959 | $ 296,129 |
| ***REVENUES:*** | | | | |
| 43140 Capital Impact Fee Revenue | $ - | $ - | $ - | $ - |
| 45100 Interest Earnings | 8,144 | - | 3,000 | - |
| TOTAL REVENUES | $ 8,144 | $ - | $ 3,000 | $ - |
| ***EXPENDITURES:*** | | | | |
| 70 31 Spacek Road Sewer Line (CP1506) | $ - | $ - | $ 9,830 | $ 296,129 |
| 70 32 Bryan Road Lift Station (CP1408) | - | - | - | - |
| 95 01 Transfer to W/WW Fund | 58,417 | - | - | - |
| TOTAL EXPENDITURES | $ 58,417 | $ - | $ 9,830 | $ 296,129 |

**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 Sewer Improvements and Lift Station.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**WATER & WASTEWATER**
**Subsidence Fund** **FUND: 514**

| Classification | 2018-19 Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 5,017,075 | $ 4,030,314 | $ 3,952,242 | $ 3,057,192 |
| Revenues & transfers in | 4,371,779 | 4,315,000 | 4,976,500 | 4,685,000 |
| **TOTAL FUNDS AVAILABLE** | 9,388,854 | 8,345,314 | 8,928,742 | 7,742,192 |
| ***DEDUCTIONS:*** | | | | |
| Expenditures & transfers out | 5,436,613 | 5,913,050 | 5,871,550 | 5,911,346 |
| TOTAL ENDING BALANCE | 3,952,242 | 2,432,264 | 3,057,192 | 1,830,846 |
| ***ACCOUNT TOTAL*** | $ 9,388,855 | $ 8,345,314 | $ 8,928,742 | $ 7,742,192 |
| ***REVENUES:*** | | | | |
| 42330 Gulf Coast Water Authority | 345,250 | - | 356,500 | - |
| 42340 Intergovernmental (MUDS) | 605,396 | 810,000 | 720,000 | 750,000 |
| 43222 Subsidence Fee | 3,327,547 | 3,430,000 | 3,860,000 | 3,860,000 |
| 45100 Interest Earnings | 93,585 | 75,000 | 40,000 | 75,000 |
| TOTAL REVENUES | $ 4,371,779 | $ 4,315,000 | $ 4,976,500 | $ 4,685,000 |
| ***EXPENDITURES:*** | | | | |
| 31 35 Business Expense | $ - | $ 1,000 | $ 1,000 | $ 1,000 |
| 43 15 Engineering Services | - | 20,000 | 20,000 | 20,000 |
| 43 16 Water Corrosion Study | 3,689 | - | - | - |
| 43 20 Legal Services | - | 5,000 | 5,000 | 5,000 |
| 43 40 Subsidence Pumping Fee | 35,740 | 40,000 | 40,000 | 40,000 |
| 55 15 Community Education | - | 5,000 | 5,000 | 5,000 |
| 57 10 Brazos River Authority Contract | 345,188 | 360,000 | 360,000 | 360,000 |
| 57 20 Water Purchase - BWA | 4,717,316 | 5,146,500 | 5,105,000 | 5,146,500 |
| 57 40 Water Wise Program | 29,897 | 30,000 | 30,000 | 30,000 |
| 93 01 Transfer to Debt Service | 304,783 | 305,550 | 305,550 | 303,846 |
| TOTAL EXPENDITURES | $ 5,436,613 | $ 5,913,050 | $ 5,871,550 | $ 5,911,346 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**WATER & WASTEWATER**
**Water/Wastewater Supplemental Fund** **FUND: 515**

| Classification | 2018-19 Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 587,654 | $ 40,201 | $ 4,390,550 | $ 1,745,914 |
| Revenues & Transfers In | 4,939,835 | 385,000 | 2,026,107 | 1,949,000 |
| **TOTAL FUNDS AVAILABLE** | 5,527,489 | 425,201 | 6,416,657 | 3,694,914 |
| ***DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | 1,136,939 | 375,000 | 4,670,743 | 1,944,000 |
| TOTAL ENDING BALANCE | 4,390,550 | 50,201 | 1,745,914 | 1,750,914 |
| ***ACCOUNT TOTAL*** | $ 5,527,489 | $ 425,201 | $ 6,416,657 | $ 3,694,914 |
| ***REVENUES:*** | | | | |
| 42210 State of Texas - TxDOT | $ - | $ - | $ 40,971 | $ 1,590,000 |
| 42340 Other Governmental Entities | $ 36,750 | $ - | $ 298,611 | $ - |
| 45100 Interest Earnings | 64,085 | 10,000 | 35,000 | 5,000 |
| 46730 Contribution - State of Texas | - | - | 712,525 | - |
| 48101 Transfer from General Fund | 1,000,000 | - | - | - |
| 48219 Transfer from RDC | 1,300,000 | - | - | - |
| 48225 Transfer from RDC Project Fund | 1,300,000 | - | - | - |
| 48501 Transfer from W/WW Fund | 1,239,000 | 375,000 | 939,000 | 354,000 |
| TOTAL REVENUES | $ 4,939,835 | $ 385,000 | $ 2,026,107 | $ 1,949,000 |
| ***EXPENDITURES:*** | | | | |
| 57 10 Other Contractual Services | $ - | $ 250,000 | $ 250,000 | $ 65,000 |
| 70 20 Buildings | - | 40,000 | 40,000 | - |
| 70 30 Improvements O/T Buildings | 15,900 | - | 97,100 | - |
| 70 31 Improvements O/T Buildings CDBG-DRH | - | - | 298,611 | (A) |
| 70 32 FM 2218 Utility Adjustments | 8,143 | - | - | 1,700,000 |
| 70 35 SCADA Project | - | - | 124,133 | - |
| 70 38 Reclaim Water Phase II | - | - | 504,598 | 86,000 |
| 70 39 Dollar Tree Infrastruture | - | - | 3,231,986 | - |
| 70 40 Machinery and Equipment | - | 85,000 | 124,315 | 93,000 |
| 95 01 Transfer to W/WW Fund | 1,112,897 | - | - | - |
| TOTAL EXPENDITURES | $ 1,136,939 | $ 375,000 | $ 4,670,743 | $ 1,944,000 |

(A) - Remaining Project Estimate and Interest Earnings will carry-over to FY2021.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**WATER & WASTEWATER**
**Water Impact Fee Fund** **FUND: 517**

| Classification | 2018-19 Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 3,523,200 | $ 3,221,889 | $ 7,203,556 | $ 5,685,556 |
| Revenues & Transfers In | 3,680,356 | 75,000 | 522,000 | - |
| **TOTAL FUNDS AVAILABLE** | 7,203,556 | 3,296,889 | 7,725,556 | 5,685,556 |
| ***DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | - | 2,040,000 | 2,040,000 | - |
| TOTAL ENDING BALANCE | 7,203,556 | 1,256,889 | 5,685,556 | 5,685,556 |
| ***ACCOUNT TOTAL*** | $ 7,203,556 | $ 3,296,889 | $ 7,725,556 | $ 5,685,556 |
| ***REVENUES:*** | | | | |
| 43140 Capital Impact Fee | $ 3,528,447 | $ - | $ 447,000 | $ - |
| 45100 Interest Earnings | 151,909 | 75,000 | 75,000 | - |
| TOTAL REVENUES | $ 3,680,356 | $ 75,000 | $ 522,000 | $ - |
| ***EXPENDITURES:*** | | | | |
| 43 90 Professional Services | $ - | $ 40,000 | $ 40,000 | $ - |
| 70 30 I-69 Waterline Improvements | - | 2,000,000 | 2,000,000 | - |
| TOTAL EXPENDITURES | $ - | $ 2,040,000 | $ 2,040,000 | $ - |

**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.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**WATER & WASTEWATER**
**Sewer Impact Fee Fund** **FUND: 518**

| Classification | 2018-19 Actual | 2019-20 Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|
| ***RESOURCES:*** | | | | |
| Total beginning balance | $ 1,696,137 | $ 657,388 | $ 2,182,741 | $ 2,280,741 |
| Revenues & Transfers In | 486,604 | - | 138,000 | - |
| **TOTAL FUNDS AVAILABLE** | 2,182,741 | 657,388 | 2,320,741 | 2,280,741 |
| ***DEDUCTIONS:*** | | | | |
| Expenditures & Transfers Out | - | 40,000 | 40,000 | - |
| TOTAL ENDING BALANCE | 2,182,741 | 617,388 | 2,280,741 | 2,280,741 |
| ***ACCOUNT TOTAL*** | $ 2,182,741 | $ 657,388 | $ 2,320,741 | $ 2,280,741 |
| ***REVENUES:*** | | | | |
| 43140 Capital Impact Fee | $ 439,170 | $ - | $ 114,000 | $ - |
| 45100 Interest Earnings | 47,434 | - | 24,000 | - |
| TOTAL REVENUES | $ 486,604 | $ - | $ 138,000 | $ - |
| ***EXPENDITURES:*** | | | | |
| 43 90 Outside Professional Services | $ - | $ 40,000 | $ 40,000 | $ - |
| 70 30 Improvements O/T Building | - | - | - | - |
| 95 01 Transfer to W/WW Fund | - | - | - | - |
| TOTAL EXPENDITURES | $ - | $ 40,000 | $ 40,000 | $ - |

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.



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# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## Total Water and Sewer Debt

| Fiscal Year Ended 9/30 | Principal Due | Total Interest | Total Principal & Interest |
|---|---|---|---|
| 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 |
| | $895,479 | $33,772 | $929,251 |



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# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## Capital Lease Agreement
## Energy Efficiency Project 2009

| Fiscal Year Ended 9/30 | Principal Due | Total Interest | Total Principal & Interest |
|---|---|---|---|
| 2021 | 444,085 | 28,694 | 472,779 |
| 2022 | 262,393 | 5,078 | 267,471 |
| Total | $706,479 | $33,772 | $740,251 |

## General Fund Requirements

| | 10% | | |
|---|---|---|---|
| 2021 | 44,409 | 2,869 | 47,278 |
| 2022 | 26,239 | 508 | 26,747 |
| Total | $70,648 | $3,377 | $74,025 |



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# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## Combination Tax and Revenue Certificates of Obligations
## Series 2010 (TWDB)

| Fiscal Year Ended 9/30 | Principal Due | | Total Principal & Interest |
|---|---|---|---|
| 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 | $ 189,000 | $ - | $ 189,000 |

Total amount authorized: $394,000
Ordinance # 2010-06



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CITY OF ROSENBERG
FOUNDED 1883

**Civic Center Fund**

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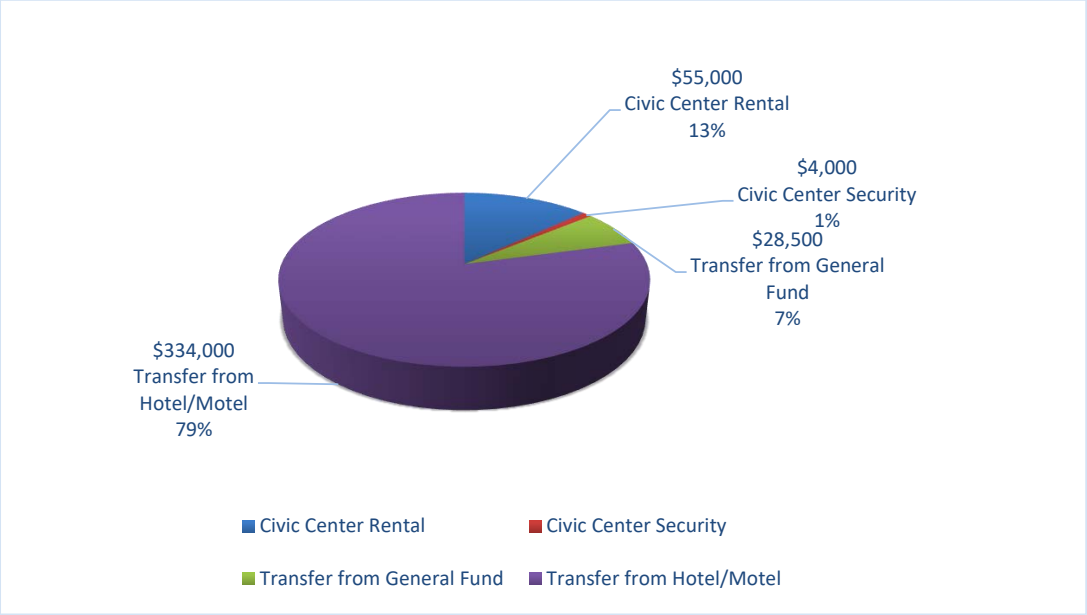
**This fund is used to account for the activities and operations pertaining to the Rosenberg Civic Center.**

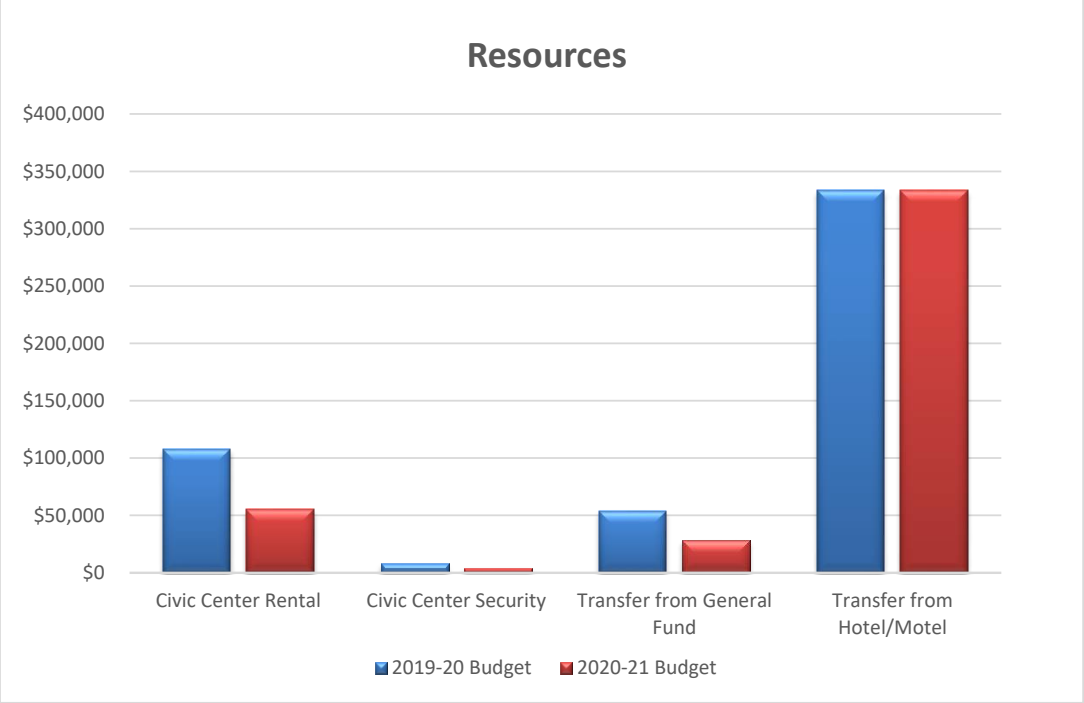
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## Civic Center Fund Summary

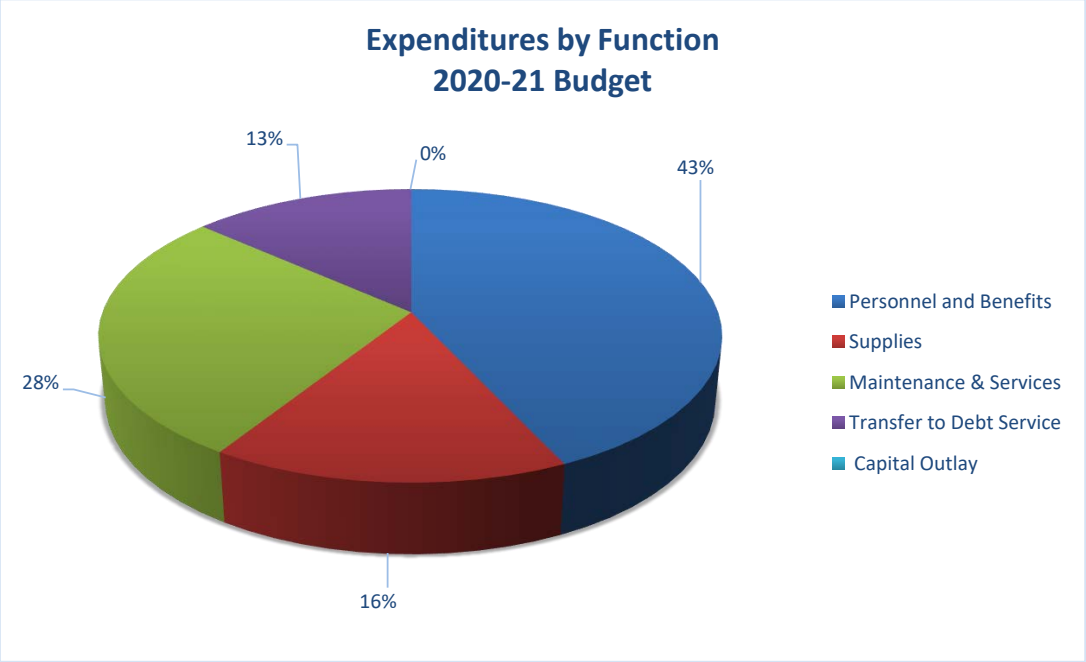


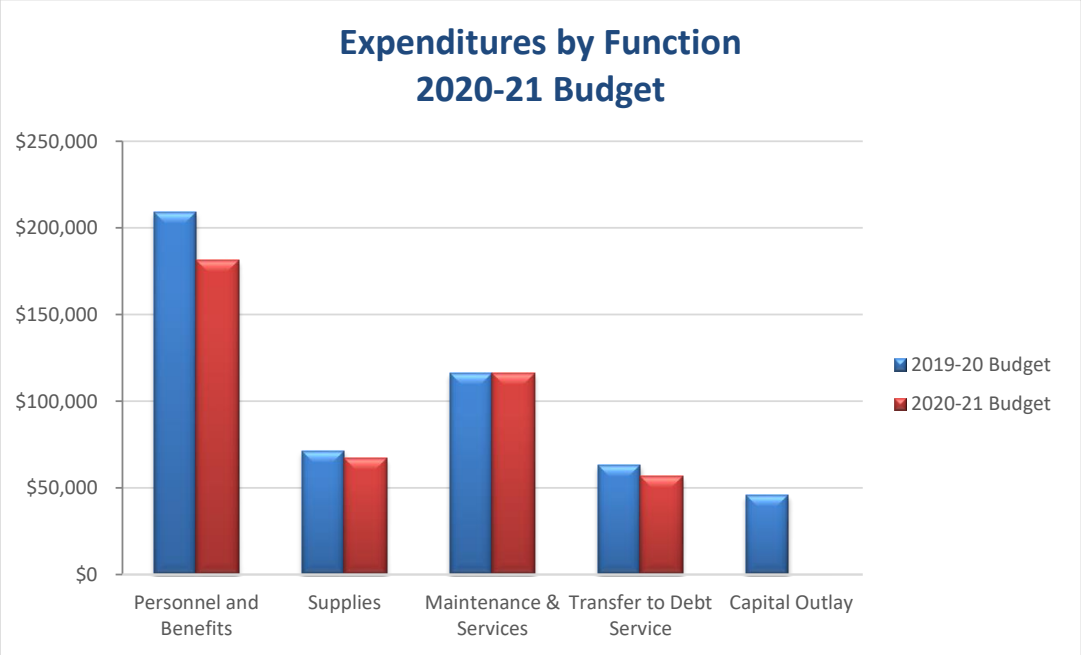






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## Civic Center Fund Summary






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# CIVIC CENTER

## 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.

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



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## PERFORMANCE INDICATORS:

| | 2018-19 Actual | 2019-20 Projected* | 2020-21 Estimate |
|---|---|---|---|
| Civic Center Bookings | 709 | 473 | 462 |
| Complimentary Bookings | 78 | 89 | 78 |
| City Bookings | 386 | 168 | 168 |
| Private Bookings | 245 | 216 | 216 |

*Due to COVID-19, the Civic Center activity decreased tremendously and many bookings canceled and requested a refund

## FY2021 BUDGET NOTES:

1. An administrative positon (shared between Parks & Civic Center) was reclassed to Municipal Court due to the decrease in activity and revenues at the Civic Center and the need for assistance at Municipal Court to more effectively work older accounts and issue warrants timelier.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## CIVIC CENTER FUND — FUND 560

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **CIVIC CENTER FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ (262,307) | $ 714 | $ (107,113) | $ (107,113) | $ (107,113) |
| Revenues and Transfers In | 440,467 | 505,500 | 505,800 | 411,300 | 422,000 |
| Total Funds Available | $ 178,160 | $ 506,214 | $ 398,687 | $ 304,187 | $ 314,887 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | $ 285,273 | $ 505,875 | $ 505,875 | $ 411,300 | $ 422,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | $ (107,113) | $ 339 | $ (107,188) | $ (107,113) | $ (107,113) |
| ***Fund Total*** | $ 178,160 | $ 506,214 | $ 398,687 | $ 304,187 | $ 422,000 |
| Net Revenues (Expenditures) | 155,194 | (375) | (75) | - | - |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **FUND: 560** |
|---|---|---|---|
| Civic Center | Civic Center | Community Development | |

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 2,733 | $ 2,000 | $ 2,300 | $ 1,300 | $ 500 | |
| 46510 Civic Center Rental | 101,434 | 107,500 | 107,500 | 20,000 | 55,000 | |
| 46512 Civic Center Security | 8,100 | 8,000 | 8,000 | 2,000 | 4,000 | |
| 48101 Transfer from General Fund | 24,000 | 54,000 | 54,000 | 54,000 | 28,500 | |
| 48212 Transfer from Hotel/Motel Fund | 304,200 | 334,000 | 334,000 | 334,000 | 334,000 | |
| TOTAL REVENUES | 440,467 | 505,500 | 505,800 | 411,300 | 422,000 | |
| *EXPENDITURES:* | | | | | | |
| Personnel and Benefits | $ 37,207 | $ 209,273 | $ 209,273 | $ 182,698 | $ 181,621 | |
| Supplies | 55,674 | 71,350 | 71,350 | 62,700 | 67,350 | |
| Maintenance and Services | 129,441 | 116,247 | 116,247 | 102,897 | 116,242 | |
| Transfer to Debt Service | 62,950 | 63,005 | 63,005 | 63,005 | 56,787 | |
| Subtotal | 285,273 | 459,875 | 459,875 | 411,300 | 422,000 | |
| Capital Outlay | - | 46,000 | 46,000 | - | - | |
| Total Expenditures | $ 285,273 | $ 505,875 | $ 505,875 | $ 411,300 | $ 422,000 | -16.6% |
| **~ AUTHORIZED POSITIONS ~** | | | | | | |
| **Position Title** | | | | | | |
| Civic Center & Events Manager | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | |
| Administrative Technician | 0.50 | 0.50 | 0.50 | 0.50 | - | |
| M&O Assistant | 3.40 | 1.96 | 1.96 | 1.96 | 1.96 | |
| **Total Personnel** | 4.90 | 3.46 | 3.46 | 3.46 | 2.96 | -14.5% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **FUND: 560** |
|---|---|---|---|
| Civic Center | Civic Center | Community Development | |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ EXPENDITURE DETAIL ~** | | | | | | |
| | **Personnel and Benefits:** | | | | | | |
| 10 10 | Salaries and Wages | $ 96,013 | $ 100,412 | $ 100,412 | $ 97,373 | $ 85,613 | |
| 10 20 | Overtime - Security | 7,276 | 8,000 | 8,000 | 6,250 | 8,000 | |
| 10 30 | Longevity | 385 | 818 | 818 | 818 | 938 | |
| 10 40 | Incentive Pay | 750 | 900 | 900 | 900 | 900 | |
| 11 10 | Salaries and Wages - Part Time | 23,117 | 19,544 | 19,544 | 14,000 | 20,244 | |
| 11 15 | Salaries and Wages - PT Janitorial | 13,306 | 22,506 | 22,506 | 12,500 | 16,305 | |
| 20 10 | Retirement | 19,944 | 21,688 | 21,688 | 15,453 | 21,688 | |
| 20 10 | Retirement - NPL - OPEB GASB 68 | (25,067) | - | - | - | - | |
| 20 20 | Social Security | 10,152 | 11,647 | 11,647 | 11,647 | 11,647 | |
| 20 40 | Insurance | 19,868 | 23,003 | 23,003 | 23,003 | 15,532 | |
| 20 40 | Insurance - OPEB GASB 75 - SBDF | (129,642) | - | - | - | - | |
| 20 50 | Workers' Compensation | 797 | 492 | 492 | 492 | 492 | |
| 20 55 | Long Term Disability | 309 | 263 | 263 | 263 | 263 | |
| | **Subtotal** | **37,207** | **209,273** | **209,273** | **182,698** | **181,621** | -13.2% |
| | **Supplies:** | | | | | | |
| 31 10 | Office Supplies | 582 | 700 | 700 | 700 | 700 | |
| 31 40 | Clothing | 456 | 500 | 500 | 500 | 500 | |
| 31 90 | Other Supplies | 539 | 3,150 | 3,150 | 1,500 | 3,150 | |
| 34 30 | Cleaning Supplies | 4,020 | 4,300 | 4,300 | 4,300 | 4,300 | |
| 35 10 | Motor Vehicle Repair Supplies | 557 | 700 | 700 | 700 | 700 | |
| 35 12 | Supply Inventory | 173 | - | - | - | - | |
| 35 30 | Plumbing Supplies | 207 | 300 | 300 | 300 | 300 | |
| 35 35 | Electrical Supplies | 74 | 500 | 500 | 500 | 500 | |
| 37 10 | Natural Gas | 506 | 500 | 500 | 500 | 500 | |
| 37 20 | Electricity | 48,107 | 60,000 | 60,000 | 53,000 | 56,000 | |
| 37 30 | Fuel, Oil and Lubricants | 455 | 700 | 700 | 700 | 700 | |
| | **Subtotal** | **55,674** | **71,350** | **71,350** | **62,700** | **67,350** | -5.6% |
| | **Maintenance and Services:** | | | | | | |
| 42 35 | Dues, Subscriptions, Memberships | 643 | 770 | 770 | 770 | 770 | |
| 42 60 | Technology Fees | 28,482 | 28,777 | 28,777 | 28,777 | 29,622 | |
| 43 90 | Other Professional Services - Inspections | 4,100 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 51 20 | General Insurance | 5,855 | 6,500 | 6,500 | 6,500 | 6,500 | |
| 52 10 | Telephone/Communications | 50 | 850 | 850 | - | - | |
| 52 20 | Postage | - | 100 | 100 | 100 | 100 | |
| 53 10 | Advertising | 1,327 | 1,700 | 1,700 | 1,700 | 1,700 | |
| 54 10 | Printing and Binding | 77 | 500 | 500 | 500 | 500 | |
| 55 10 | Education and Training | 906 | 1,000 | 1,000 | 500 | 1,000 | |
| 56 24 | Equipment Rentals | 1,476 | 1,650 | 1,650 | 1,650 | 1,650 | |
| 56 25 | Fleet Replacement | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 | |
| 57 15 | Janitorial Services | 5,978 | - | - | - | - | |
| 62 31 | Pest Control Services | 800 | 800 | 800 | 800 | 800 | |
| 62 40 | Grounds Maintenance | 8,161 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 63 10 | Building Repair and Maintenance | 9,877 | 16,000 | 16,000 | 12,000 | 16,000 | |
| 63 20 | Heating & A/C Repair and Maintenance | 55,009 | 35,000 | 35,000 | 28,000 | 35,000 | |
| 63 25 | Equipment Repair and Maintenance | 4,102 | 5,000 | 5,000 | 5,000 | 5,000 | |
| 63 40 | Computer Software Repair and Maint User Fees | - | 1,000 | 1,000 | - | 1,000 | |
| | **Subtotal** | **129,441** | **116,247** | **116,247** | **102,897** | **116,242** | 0.0% |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

| **FUND:** | **DEPARTMENT:** | **FUNCTION:** | **FUND: 560** |
|---|---|---|---|
| Civic Center | Civic Center | Community Development | |

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery and Equipment | - | 40,000 | 40,000 | - | - | -100.0% |
| 70 41 | Computer Hardware/Software | - | 6,000 | 6,000 | - | - | |
| | **Subtotal** | **-** | **46,000** | **46,000** | **-** | **-** | -100.0% |

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Transfers:** | | | | | | |
| 93 01 | Transfer to Debt Service Fund | 62,950 | 63,005 | 63,005 | 63,005 | 56,787 | |
| | **Subtotal** | **62,950** | **63,005** | **63,005** | **63,005** | **56,787** | -9.9% |
| | **Total Expenditures** | **$ 285,273** | **$ 505,875** | **$ 505,875** | **$ 411,300** | **$ 422,000** | -16.6% |



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CITY OF ROSENBERG
FOUNDED 1883

# INTERNAL SERVICE FUNDS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



## Internal Service Funds

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**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.**

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**Insurance Fund (601) - This fund is used to account for medical premiums and claims of 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, Civic Center Fund, 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.**



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

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

**ALL INTERNAL SERVICE FUNDS**

| | 2019-20 Budget Total | Insurance Fund | Fleet Replacement Fund | Technology Fund | 2020-21 Budget Total |
|---|---|---|---|---|---|
| ***RESOURCES:*** | | | | | |
| Total beginning balance | $ 7,169,205 | $ 654,106 | $ 7,058,264 | $ 133,618 | $ 7,845,989 |
| **REVENUES:** | | | | | |
| Insurance premiums | $ 3,816,240 | $ 4,063,360 | $ - | $ - | $ 4,063,360 |
| Service charges | 1,621,208 | - | 700,275 | 935,410 | 1,635,685 |
| Interest earnings | 47,200 | 1,500 | 20,000 | 2,000 | 23,500 |
| Insurance Proceeds | - | - | - | - | |
| Miscellaneous | 25,839 | - | 25,839 | - | 25,839 |
| TOTAL REVENUES | 5,510,487 | 4,064,860 | 746,114 | 937,410 | 5,748,384 |
| TOTAL FUNDS AVAILABLE | $ 12,679,692 | $ 4,718,967 | $ 7,804,378 | $ 1,071,028 | $ 13,594,373 |
| **EXPENDITURES/EXPENSES:** | | | | | |
| Maintenance & services | $ 4,829,765 | $ 4,112,447 | $ - | $ 967,410 | $ 5,079,857 |
| Subtotal | 4,829,765 | 4,112,447 | - | 967,410 | 5,079,857 |
| Capital outlay | 154,000 | - | 289,000 | 20,000 | 309,000 |
| TOTAL EXPENDITURES | $ 4,983,765 | $ 4,112,447 | $ 289,000 | $ 987,410 | $ 5,388,857 |
| ***ENDING FUND BALANCE:*** | | | | | |
| Total ending balance | 7,695,927 | 606,520 | 7,515,378 | 83,618 | 8,205,516 |
| Designated balances | - | - | - | - | - |
| Undesignated balance | 7,695,927 | 606,520 | 7,515,378 | 83,618 | 8,205,516 |
| ***FUND TOTAL*** | $ 12,679,692 | $ 4,718,967 | $ 7,804,378 | $ 1,071,028 | $ 13,594,373 |



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# INSURANCE FUND

## 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 and retiree contributions for the employee's and retiree's portion of the employee and dependent coverage.

## FY2021 BUDGET NOTES:

1. Health insurance premium rates decreased by approximately 1.8%. In FY2020, the City funded 100% of the 1.6% increase so in FY2021, the City will save the 1.8% decrease. Therefore, the employees will be responsible for the same amount in FY2021 as they did in FY2020.
2. Budget includes the use of $47,587 of fund balance to balance the FY2021 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**INSURANCE FUND** **FUND: 601**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **INSURANCE FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 673,782 | $ 733,331 | $ 653,906 | $ 653,906 | $ 654,106 |
| Revenues and Transfers In | 3,802,572 | 3,821,440 | 3,821,440 | 4,182,850 | 4,064,860 |
| Total Funds Available | $ 4,476,354 | $ 4,554,771 | $ 4,475,346 | $ 4,836,756 | $ 4,718,967 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers Out | 3,822,447 | 3,882,555 | 3,882,555 | 4,182,650 | 4,112,447 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 653,906 | 672,216 | 592,791 | 654,106 | 606,520 |
| ***Fund Total*** | $ 4,476,354 | $ 4,554,771 | $ 4,475,346 | $ 4,836,756 | $ 4,718,967 |
| Net Revenues (Expenditures) | (19,876) | (61,115) | (61,115) | 200 | (47,587) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**INSURANCE FUND** **FUND: 601**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 6,999 | $ 5,200 | $ 5,200 | $ 1,500 | $ 1,500 | |
| 47210 General Fund Insurance Premium | 2,216,707 | 2,166,662 | 2,166,662 | 2,469,600 | 2,301,038 | |
| 47220 W/WW Fund Insurance Premium | 215,233 | 245,009 | 245,009 | 249,000 | 244,967 | |
| 47225 Fire Station #3 Oper Insurance Premium | 149,240 | 149,811 | 149,811 | 160,500 | 158,462 | |
| 47235 Civic Center Fund Insurance Premium | 22,453 | 23,003 | 23,003 | 21,100 | 15,532 | |
| 47240 Employees' Health Insurance Premiums | 719,470 | 747,184 | 747,184 | 758,200 | 811,766 | |
| 47241 Employees' Vision Insurance Premiums | 18,373 | 20,100 | 20,100 | 22,150 | 22,150 | |
| 47242 Employees' Dental Insurance Premiums | 130,180 | 141,600 | 141,600 | 155,500 | 163,275 | |
| 47245 Employees' Flex Spending Contributions | 84,968 | 87,000 | 87,000 | 98,100 | 98,000 | |
| 47260 Retirees' Insurance Premiums | 117,575 | 113,000 | 113,000 | 120,000 | 120,000 | |
| 47265 Long Term Disability/Life Insurance | 58,803 | 57,400 | 57,400 | 62,700 | 62,700 | |
| 47270 Administrative Fees - General Fund | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | |
| 47275 Administrative Fees - W/WW Fund | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | |
| 47280 Hotel/Motel Fund Insurance Premium | 4,570 | 7,471 | 7,471 | 6,500 | 7,471 | |
| TOTAL REVENUES | $ 3,802,572 | $ 3,821,440 | $ 3,821,440 | $ 4,182,850 | $ 4,064,860 | 6.4% |
| ***EXPENDITURES:*** | | | | | | |
| Maintenance and Services | $ 3,822,447 | $ 3,882,555 | $ 3,882,555 | $ 4,182,650 | $ 4,112,447 | 5.9% |
| TOTAL EXPENDITURES | $ 3,822,447 | $ 3,882,555 | $ 3,882,555 | $ 4,182,650 | $ 4,112,447 | 5.9% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 42 55 | Administrative Fees | $ 37,757 | $ 58,000 | $ 58,000 | $ 58,000 | $ 52,000 | |
| 42 80 | Health Fair Expenses | 6,237 | 5,200 | 5,200 | 5,200 | 5,200 | |
| 51 10 | Health Insurance Premiums | 3,474,864 | 3,503,255 | 3,503,255 | 3,771,000 | 3,703,122 | |
| 51 15 | Vision Insurance Premiums | 20,166 | 20,100 | 20,100 | 22,150 | 22,150 | |
| 51 25 | Dental Insurance Premiums | 142,200 | 141,600 | 141,600 | 155,500 | 163,275 | |
| 51 30 | Flex Spending Insurance Claims | 80,638 | 87,000 | 87,000 | 98,100 | 98,000 | |
| 51 35 | Long Term Disability | 26,615 | 27,600 | 27,600 | 32,900 | 32,900 | |
| 51 40 | Life Insurance Premiums | 30,221 | 29,800 | 29,800 | 29,800 | 29,800 | |
| 57 10 | Other Contractual Services | 3,750 | 10,000 | 10,000 | 10,000 | 6,000 | |
| | **Subtotal** | **3,822,447** | **3,882,555** | **3,882,555** | **4,182,650** | **4,112,447** | 5.9% |
| | **Total Expenditures** | **$ 3,822,447** | **$ 3,882,555** | **$ 3,882,555** | **$ 4,182,650** | **$ 4,112,447** | 5.9% |



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# FLEET REPLACEMENT FUND

## 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:

| | 2018-19 Actual | 2019-20 Estimate | 2020-21 Projected |
|---|---|---|---|
| Average age of fleet | 5.0 | 6.0 | 6.0 |
| Percent of the fleet recommended for replacement | 0% | 3% | 6% |

## FY2020 BUDGET NOTES:

1. 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) vehicles
   - 2016-17 - Replaced fourteen (14) vehicles
   - 2017-18 - Replaced one (1) vehicle and purchased a fire truck
   - 2018-19- no vehicles were replaced.
   - 2019-20- Replaced three (3) vehicles and repurposed two (2) of the replaced vehicles

2. For FY2021, there are six (6) vehicles recommended for replacement.

| Vehicle Number | Type of Vehicle | Department | Replacement Cost |
|---|---|---|---|
| 01-30-098 | 2011 Chevrolet Tahoe | Police Department – Patrol | $55,000 |
| 01-30-100 | 2011 Chevrolet Tahoe | Police Department – Patrol | $55,000 |
| 01-30-108 | 2012 Chevrolet Tahoe | Police Department – Patrol | $55,000 |
| 01-30-109 | 2012 Chevrolet Tahoe | Police Department – Patrol | $55,000 |
| 01-31-003 | 2007 Ford Crown Victoria | Fire Department – Admin | $45,000 |
| 50-53-077 | 2008 Ford F-150 | Water Distribution | $24,000 |
| | | | $289,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**FLEET REPLACEMENT FUND** **FUND: 602**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **FLEET REPLACEMENT FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 5,842,490 | $ 6,635,233 | $ 6,374,718 | $ 6,374,718 | $ 7,058,264 |
| Revenues and Transfers In | 917,097 | 797,546 | 797,546 | 817,546 | 746,114 |
| Total Funds Available | 6,759,587 | 7,432,779 | 7,172,264 | 7,192,264 | 7,804,378 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers Out | 384,869 | 134,000 | 134,000 | 134,000 | 289,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 6,374,718 | 7,298,779 | 7,038,264 | 7,058,264 | 7,515,378 |
| ***Fund Total*** | $ 6,759,587 | $ 7,432,779 | $ 7,172,264 | $ 7,192,264 | $ 7,804,378 |
| Net Revenues (Expenditures) | 532,228 | 663,546 | 663,546 | 683,546 | 457,114 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**FLEET REPLACEMENT FUND** **FUND: 602**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 105,559 | $ 40,000 | $ 40,000 | $ 60,000 | $ 20,000 | |
| 47310 Lease Revenue - General Fund | 668,078 | 619,998 | 619,998 | 619,998 | 592,670 | |
| 47320 Lease Revenue - Water/WW Fund | 85,618 | 79,706 | 79,706 | 79,706 | 75,602 | |
| 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 | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 | |
| TOTAL REVENUES | $ 917,097 | $ 797,546 | $ 797,546 | $ 817,546 | $ 746,114 | -6.4% |
| ***EXPENDITURES:*** | | | | | | |
| Capital Outlay | $ 384,869 | $ 134,000 | $ 134,000 | $ 134,000 | $ 289,000 | 115.7% |
| TOTAL EXPENDITURES | $ 384,869 | $ 134,000 | $ 134,000 | $ 134,000 | $ 289,000 | 115.7% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery and Equipment | $ - | $ - | $ - | $ - | $ - | |
| 70 42 | Motor Vehicles | - | 134,000 | 134,000 | 134,000 | 289,000 | |
| | **Subtotal** | **-** | **134,000** | **134,000** | **134,000** | **289,000** | 115.7% |
| | **Other Expenses:** | | | | | | |
| 85 10 | Depreciation Expense | 384,869 | - | - | - | - | 100.0% |
| | **Subtotal** | **384,869** | **-** | **-** | **-** | **-** | 100.0% |
| | **Total Expenditures** | **$ 384,869** | **$ 134,000** | **$ 134,000** | **$ 134,000** | **$ 289,000** | 115.7% |



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# TECHNOLOGY FUND

## PROGRAM DESCRIPTION:

The Technology Fund accounts for revenues charged to the General Fund, Water/Wastewater Fund, Fire Station No. 3 Fund and Civic Center Fund operational budgets. The Technology Fund is used 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.

## FY2021 BUDGET NOTES:

1. PC Maintenance and Replacement, Facility Security Maintenance and Replacement, and Computer Software Maintenance increased slightly due to monitor replacement needs, an increase in the security camera systems and increase in software services.
2. Budget includes the use of $50,000 of fund balance to balance the FY2021 budget.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**TECHNOLOGY FUND** **FUND: 603**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **TECHNOLOGY FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 130,692 | $ 111,500 | $ 140,580 | $ 140,580 | $ 133,618 |
| Revenues and Transfers In | 988,415 | 961,248 | 961,248 | 960,248 | 937,410 |
| Total Funds Available | 1,119,107 | 1,072,748 | 1,101,828 | 1,100,828 | 1,071,028 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers Out | $ 978,527 | $ 967,210 | $ 967,210 | $ 967,210 | $ 987,410 |
| Prior Period Adjustment | | | | | |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 140,580 | 105,538 | 134,618 | 133,618 | 83,618 |
| ***Fund Total*** | $ 1,119,107 | $ 1,072,748 | $ 1,101,828 | $ 1,100,828 | $ 1,071,028 |
| Net Revenues (Expenditures) | 9,888 | (5,962) | (5,962) | (6,962) | (50,000) |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**TECHNOLOGY FUND** **FUND: 603**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 1,501 | $ 2,000 | $ 2,000 | $ 1,000 | $ 2,000 | |
| 47310 Lease Revenue - General Fund | 712,061 | 719,437 | 719,437 | 719,437 | 678,683 | |
| 47320 Lease Revenue - W/WW Fund | 142,412 | 143,887 | 143,887 | 143,887 | 157,986 | |
| 47325 Lease Revenue - Fire Station No. 3 Fund | 66,459 | 67,147 | 67,147 | 67,147 | 69,119 | |
| 47335 Lease Revenue - Civic Center | 28,482 | 28,777 | 28,777 | 28,777 | 29,622 | |
| 48101 Transfer to General Fund | 37,500 | - | - | - | - | |
| TOTAL REVENUES | $ 988,415 | $ 961,248 | $ 961,248 | $ 960,248 | $ 937,410 | -2.5% |
| ***EXPENDITURES:*** | | | | | | |
| Maintenance and Services | 807,405 | 947,210 | 947,210 | 947,210 | 967,410 | |
| Subtotal | 807,405 | 947,210 | 947,210 | 947,210 | 967,410 | 2.1% |
| Capital Outlay | 171,122 | 20,000 | 20,000 | 20,000 | 20,000 | 0.0% |
| TOTAL EXPENDITURES | $ 978,527 | $ 967,210 | $ 967,210 | $ 967,210 | $ 987,410 | 2.1% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Maintenance and Services:** | | | | | | |
| 63 28 | Telephone/Communications Maintenance | 95,948 | 91,110 | 91,110 | 91,110 | 91,110 | |
| 63 29 | Printer/Copier Maintenance | 76,455 | 70,000 | 70,000 | 70,000 | 70,000 | |
| 63 30 | PC Maintenance and Replacement | - | 46,000 | 46,000 | 46,000 | 51,000 | |
| 63 31 | Peripherals Maintenance and Replacement | 170 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 63 32 | Facility Security Maintenance and Replacement | - | 15,000 | 15,000 | 15,000 | 20,000 | |
| 63 33 | Networking Maintenance and Replacement | - | 115,000 | 115,000 | 115,000 | 115,000 | |
| 63 40 | Computer Software Maintenance | 634,833 | 600,100 | 600,100 | 600,100 | 610,300 | |
| | **Subtotal** | **807,405** | **947,210** | **947,210** | **947,210** | **967,410** | 2.1% |
| | **Capital Outlay:** | | | | | | |
| 70 40 | Machinery & Equipment | 44,330 | - | - | - | - | |
| 70 41 | Computer Hardware/Software | 291 | - | - | - | - | |
| 70 45 | Servers Maintenance and Replacement | 8,624 | 20,000 | 20,000 | 20,000 | 20,000 | |
| 70 46 | Peripherals Maintenance & Replacement | 9,943 | - | - | - | - | |
| 70 47 | Facility Security Maintenance | 12,575 | - | - | - | - | |
| 70 50 | Networking Maintenance & Replacement | 73,308 | - | - | - | - | |
| 85 10 | Depreciation | 22,051 | - | - | - | - | |
| | **Subtotal** | **171,122** | **20,000** | **20,000** | **20,000** | **20,000** | 0.0% |
| | **Total Expenditures** | **$ 978,527** | **$ 967,210** | **$ 967,210** | **$ 967,210** | **$ 987,410** | 2.1% |



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CITY OF ROSENBERG
FOUNDED 1883

# COMPONENT UNIT FUNDS

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021



## Component Unit Funds

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**Component unit funds are legally separate organizations for which the elected officials of the primary government are financially accountable.**

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**<u>Rosenberg Development Corporation Fund (219)</u> – 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.**

**<u>RDC Projects Fund (225)</u> – This fund is used to account for the various projects that have been funded by the Rosenberg Development Corporation.**

**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND EQUITY

## RDC SPECIAL REVENUE FUNDS

### 2020-21 BUDGET

| | Rosenberg Development Corporation Fund (219) | RDC Projects Fund (225) | 2020-21 Budget Total |
|---|---|---|---|
| ***RESOURCES:*** | | | |
| Total Beginning Balance | $ 2,159,415 | $ 859,398 | $ 3,018,813 |
| ***REVENUES:*** | | | |
| Sales Taxes | 4,385,000 | - | 4,385,000 |
| Interest Earnings | 25,000 | 20,000 | 45,000 |
| Transfers In | - | 2,210,000 | 2,210,000 |
| Intergovernmental Revenue | - | - | - |
| TOTAL REVENUES | 4,410,000 | 2,230,000 | 6,640,000 |
| TOTAL FUNDS AVAILABLE | $ 6,569,415 | $ 3,089,398 | $ 9,658,813 |
| **EXPENDITURES/EXPENSES:** | | | |
| Capital Outlay | 95,000 | 1,110,000 | 1,205,000 |
| Other Expenditures | 1,299,366 | 1,100,000 | 2,399,366 |
| Transfers | 2,210,000 | - | 2,210,000 |
| TOTAL EXPENDITURES | 3,604,366 | 2,210,000 | 5,814,366 |
| ***ENDING FUND BALANCE:*** | | | |
| Total Ending Balance | 2,965,049 | 879,398 | 3,844,447 |
| Restricted Balance | 2,965,049 | - | 2,965,049 |
| Committed Balance | - | 879,398 | 879,398 |
| ***FUND TOTAL*** | $ 6,569,415 | $ 3,089,398 | $ 9,658,813 |



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# ROSENBERG DEVELOPMENT CORPORATION FUND

## 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 seven-member Board of Directors 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 RDC's mission is to recruit, promote, develop, and enhance community and economic opportunities in Rosenberg by providing resources to stimulate the economy and expand the tax base. The RDC identifies the following areas where economic development funds may be expended: administration, marketing, memberships & services, professional services, recruitment & attraction 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.

## FY2021 BUDGET NOTES:

1. Electricity expense was added to the budget in the amount of $4,000 for the new RDC building.
2. General Insurance was increased from $800 to $4,000 for the new RDC building.
3. Legal fees were reduced by $10,000.
4. Furniture/Fixtures and Security Cameras/Security Access were added in the amount of $95,000 as a one-time expense for the new RDC building.
5. In FY2021, the RDC will transfer $2,210,000 to the RDC Projects Fund for various projects. Such projects are listed in the RDC Projects Fund Summary.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**ROSENBERG DEVELOPMENT CORPORATION FUND** **FUND: 219**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **ROSENBERG DEVELOPMENT CORPORATION FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 5,184,845 | $ 1,689,216 | $ 1,867,377 | $ 1,867,377 | $ 2,159,415 |
| Revenues and Transfers In | 5,947,273 | 4,435,000 | 4,435,000 | 4,410,000 | 4,410,000 |
| Total Funds Available | 11,132,118 | 6,124,216 | 6,302,377 | 6,277,377 | 6,569,415 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 9,264,741 | 4,184,462 | 4,184,462 | 4,117,962 | 3,604,366 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 1,867,377 | 1,939,754 | 2,117,915 | 2,159,415 | 2,965,049 |
| Reserved for Contingency | 701,765 | 735,860 | 735,860 | 735,860 | 628,564 |
| Unreserved ending balance | 1,165,612 | 1,203,894 | 1,382,055 | 1,423,555 | 2,336,485 |
| ***Fund Total*** | $ 11,132,118 | $ 6,124,216 | $ 6,302,377 | $ 6,277,377 | $ 6,569,415 |
| Net Revenues (Expenditures) | (3,317,468) | 250,538 | 250,538 | 292,038 | 805,634 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**ROSENBERG DEVELOPMENT CORPORATION FUND** **FUND: 219**

| | Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|---|
| | **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| | ***REVENUES:*** | | | | | | |
| 40200 | Sales Tax | $ 4,520,503 | $ 4,385,000 | $ 4,385,000 | $ 4,385,000 | $ 4,385,000 | |
| 45100 | Interest Earnings | 113,020 | 50,000 | 50,000 | 25,000 | 25,000 | |
| 46900 | Miscellaneous Income | 20,750 | - | - | - | - | |
| | Other financing sources | 1,293,000 | - | - | - | - | |
| | **TOTAL REVENUES** | **$ 5,947,273** | **$ 4,435,000** | **$ 4,435,000** | **$ 4,410,000** | **$ 4,410,000** | -0.6% |
| | ***EXPENDITURES:*** | | | | | | |
| | **Administration: (219-2010-510)** | | | | | | |
| 31 10 | Office Supplies | $ 246 | $ 1,000 | $ 1,000 | $ 1,000 | $ 1,000 | |
| 31 20 | Computer Supplies | 1,067 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 31 35 | Board Meeting and Director's Expenses | 878 | 1,700 | 1,700 | 1,700 | 1,700 | |
| 37 20 | Electricity | - | - | - | - | 4,000 | |
| 51 20 | General Insurance | 795 | 800 | 800 | 800 | 4,000 | |
| 55 10 | Education and Training | 3,464 | 10,000 | 10,000 | 8,500 | 10,000 | |
| 57 10 | Administration Services - City Reimb. | 261,861 | 279,902 | 279,902 | 279,902 | 279,902 | |
| | **Subtotal** | **268,311** | **295,402** | **295,402** | **293,902** | **302,602** | 2.4% |
| | **Marketing: (219-2020-510)** | | | | | | |
| 43 91 | GFBEDC | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | |
| 52 20 | Postage | 309 | 500 | 500 | 500 | 500 | |
| 53 10 | Advertising | 14,343 | 40,000 | 40,000 | 40,000 | 40,000 | |
| 54 10 | Printing and Binding | 704 | 2,000 | 2,000 | 2,000 | 2,000 | |
| | **Subtotal** | **27,855** | **55,000** | **55,000** | **55,000** | **55,000** | 0.0% |
| | **Memberships and Services: (219-2030-510)** | | | | | | |
| 31 35 | Business Recruitment | 17,509 | 15,000 | 15,000 | 15,000 | 15,000 | |
| 41 20 | Contributions Other Entities - Texas Master Naturalists | - | 50,000 | 50,000 | 50,000 | 50,000 | |
| 42 35 | Dues, Subscriptions, and Service Contracts | 1,631 | 11,000 | 11,000 | 11,000 | 11,000 | |
| 43 90 | RDC Memberships | 48,995 | 54,700 | 54,700 | 54,700 | 54,700 | |
| | **Subtotal** | **68,135** | **130,700** | **130,700** | **130,700** | **130,700** | 0.0% |
| | **Professional Services: (219-2050-510)** | | | | | | |
| 43 15 | Engineering Fees | 19,896 | 37,500 | 37,500 | 37,500 | 37,500 | |
| 43 20 | Other Professional Services | 59,088 | 30,000 | 30,000 | 10,000 | 30,000 | |
| 43 90 | Legal Fees | 87,887 | 40,000 | 40,000 | 20,000 | 30,000 | |
| 63 30 | Rights-of-Way Maintenance | 31,983 | 60,000 | 60,000 | 45,000 | 60,000 | |
| 63 31 | Downtown Maintenance | 13,726 | 25,000 | 25,000 | 15,000 | 25,000 | |
| | **Subtotal** | **212,581** | **192,500** | **192,500** | **127,500** | **182,500** | -5.2% |
| | **Infrastructure: (219-2070-510)** | | | | | | |
| 70 41 | Security Cameras / Security Access | - | - | - | - | 20,000 | |
| 70 43 | Furniture and Fixtures | - | - | - | - | 75,000 | |
| 81 10 | Principal | 1,044,625 | 662,060 | 662,060 | 662,060 | 587,046 | |
| 81 20 | Interest | 104,687 | 73,800 | 73,800 | 73,800 | 41,518 | |
| 92 25 | Transfer to RDC Projects Fund | 6,238,548 | 2,775,000 | 2,775,000 | 2,775,000 | 2,210,000 | |
| 95 15 | Transfer to W/WW Supplemental Fund | 1,300,000 | - | - | - | - | |
| | **Subtotal** | **8,687,860** | **3,510,860** | **3,510,860** | **3,510,860** | **2,933,564** | -16.4% |
| | **TOTAL EXPENDITURES** | **$ 9,264,741** | **$ 4,184,462** | **$ 4,184,462** | **$ 4,117,962** | **$ 3,604,366** | -13.9% |



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# ROSENBERG DEVELOPMENT CORPORATION
# 2020-21 BUDGET

**Total RDC Debt**

| Fiscal Year | Principal Due | Total Interest | Total Principal & Interest |
|---|---|---|---|
| 2020-21 | 587,046 | 41,518 | 628,564 |
| 2021-22 | 152,407 | 37,175 | 189,582 |
| 2022-23 | 157,413 | 32,684 | 190,097 |
| 2023-24 | 164,205 | 28,022 | 192,227 |
| 2024-25 | 172,785 | 23,141 | 195,926 |
| 2025-26 | 179,814 | 18,135 | 197,949 |
| 2026-27 | 186,844 | 12,749 | 199,593 |
| 2027-28 | 193,873 | 7,258 | 201,131 |
| 2028-29 | 51,866 | 3,805 | 55,671 |
| 2029-30 | 20,027 | 2,758 | 22,785 |
| Total | $1,866,278 | $207,245 | $2,073,523 |



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# RDC PROJECTS FUND

## 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.

## FY2021 Budget Notes:

The following items are funded in the RDC Projects Fund:

| | Project | Amount |
|---|---|---|
| 1. | Building Improvements (Electricity connection for RDC Building) | $ 10,000 |
| 2. | Business Park Development (CP1302)<br>(Phase II Infrastructure) | 750,000 |
| 3. | Fort Bend Transit<br>(Based on a proposed one-year extension of current agreement) | 75,000 |
| 4. | Texas State Technical College<br>(Based on current development agreement, including 5 years at $200,000 and five years at $300,000.) | 200,000 |
| 5. | Dollar Tree<br>(Based on Performance Agreement) | 250,000 |
| 6. | Wet Sounds<br>(Based on Performance Agreement) | 75,000 |
| 7. | Parks Improvements<br>(Various park improvements to be presented at a future date) | 50,000 |
| 8. | Prospective Business Incentives<br>(Future business incentives) | 500,000 |
| 9. | New Sidewalk Projects<br>(New sidewalks in commercial areas to be approved by RDC Board at a future date.) | 300,000 |
| | Total | $ 2,210,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**RDC PROJECTS FUND** **FUND: 225**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget |
|---|---|---|---|---|---|
| **RDC PROJECTS FUND SUMMARY** | | | | | |
| **Resources:** | | | | | |
| Total Beginning Balance | $ 6,972,563 | $ 2,708,411 | $ 9,627,661 | $ 9,627,661 | $ 859,398 |
| Revenues and Transfers In | 6,425,768 | 2,835,000 | 2,835,000 | 2,870,000 | 2,230,000 |
| Total Funds Available | 13,398,331 | 5,543,411 | 12,462,661 | 12,497,661 | 3,089,398 |
| **Uses/Deductions:** | | | | | |
| Expenditures and Transfers | 3,770,669 | 2,775,000 | 11,638,263 | 11,638,263 | 2,210,000 |
| **Ending Fund Balance:** | | | | | |
| Total Ending Balance | 9,627,661 | 2,768,411 | 824,399 | 859,398 | 879,398 |
| ***Fund Total*** | $ 13,398,331 | $ 5,543,411 | $ 12,462,661 | $ 12,497,661 | $ 3,089,398 |
| Net Revenues (Expenditures) | 2,655,098 | 60,000 | (8,803,263) | (8,768,263) | 20,000 |



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

**RDC PROJECTS FUND** **FUND: 225**

| Classification | 2018-19 Actual | 2019-20 Adopted Budget | 2019-20 Adjusted Budget | 2019-20 Estimate | 2020-21 Budget | Var % |
|---|---|---|---|---|---|---|
| **~ REVENUE & EXPENDITURE SUMMARY ~** | | | | | | |
| ***REVENUES:*** | | | | | | |
| 45100 Interest Earnings | $ 187,220 | $ 60,000 | $ 60,000 | $ 95,000 | $ 20,000 | |
| 48219 Transfer from RDC | 6,238,548 | 2,775,000 | 2,775,000 | 2,775,000 | 2,210,000 | |
| TOTAL REVENUES | $ 6,425,768 | $ 2,835,000 | $ 2,835,000 | $ 2,870,000 | $ 2,230,000 | -21.3% |
| ***EXPENDITURES:*** | | | | | | |
| Infrastructure | $ 3,770,669 | $ 2,775,000 | $ 11,638,263 | $ 11,638,263 | $ 2,210,000 | |
| Subtotal | 3,770,669 | 2,775,000 | 11,638,263 | 11,638,263 | 2,210,000 | -81.0% |
| TOTAL EXPENDITURES | $ 3,770,669 | $ 2,775,000 | $ 11,638,263 | $ 11,638,263 | $ 2,210,000 | -81.0% |

**~ AUTHORIZED POSITIONS ~**

**Position Title**

None

**~ EXPENDITURE DETAIL ~**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Infrastructure (225-2070-540):** | | | | | | |
| 43 15 | Engineering/Architectural Servi | 636 | - | - | - | | |
| 57 46 | Business Improvement Grant | 9,345 | - | 90,655 | 90,655 | - | |
| 70 20 | Buildings & Improvements | 8,850 | - | 801,150 | 801,150 | 10,000 | |
| 70 30 | Business Park Development (CP1302) | - | - | 238,848 | 238,848 | 750,000 | |
| 70 30 | Fort Bend Transit | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | |
| 70 30 | Incentive Commitment - Texas State Technical College (TSTC) | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | |
| 70 30 | Incentive Commitment - Dollar Tree | - | - | - | - | 250,000 | |
| 70 30 | Incentive Commitment - Wet Sounds | - | - | - | - | 75,000 | |
| 70 30 | Texas Master Naturalist | 50,000 | - | - | - | - | |
| 70 30 | Parks Improvements | 2,114 | 50,000 | 50,000 | 50,000 | 50,000 | |
| 70 30 | Prospective Business Incentive | 250,000 | 600,000 | 1,692,369 | 1,692,369 | 500,000 | |
| 70 30 | Big League Baseball Field | 75,890 | - | - | - | - | |
| 70 30 | Airport Avenue Extension | - | - | 3,173,050 | 3,173,050 | (A) | |
| 70 30 | Wayfinding Signage Development | - | 50,000 | 150,000 | 150,000 | (A) | |
| 70 30 | I-69 Waterline Extension | 264,705 | 1,050,000 | 1,162,700 | 1,162,700 | (A) | |
| 70 30 | Traffic Signal Reading Rd & Town Cntr | - | - | 115,375 | 115,375 | (A) | |
| 70 33 | Reading Rd Center Turn Lane | 1,490,132 | - | 1,723,676 | 1,723,676 | (A) | |
| 70 34 | Railroad Crossing - Quiet Zones | - | 400,000 | 600,000 | 600,000 | (A) | |
| 70 36 | Entryway Signage - Highway 36 and 90 | - | 50,000 | 150,000 | 150,000 | (A) | |
| 70 37 | Downtown Parking Lot | 7,983 | - | 660,000 | 660,000 | (A) | |
| 70 38 | Sidewalk Improvements | 36,014 | 300,000 | 755,440 | 755,440 | 300,000 | |
| | **Subtotal** | **2,470,669** | **2,775,000** | **11,638,263** | **11,638,263** | **2,210,000** | -81.0% |
| | **Transfers:** | | | | | | |
| 95 15 | Transfer to W/WW Supplemental Fund | 1,300,000 | - | - | - | - | |
| | **Subtotal** | **1,300,000** | | **-** | **-** | **-** | 100.0% |
| | **Total Expenditures** | **$ 3,770,669** | **$ 2,775,000** | **$ 11,638,263** | **$ 11,638,263** | **$ 2,210,000** | -81.0% |

(A) Project balance will carry over to FY2021



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CITY OF ROSENBERG
FOUNDED 1883



# CAPITAL IMPROVEMENT PROGRAM

## OCTOBER 1, 2020 - SEPTEMBER 30, 2021

**Capital Improvement Program**

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**The Capital Improvement Program includes the list of projects for FY2021 with an individual Project Summary for each of the projects. The project budgets are approved as funding is obtained.**

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**CITY OF ROSENBERG, TEXAS**
**2020-21 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 FY2021 through FY2025CIP. The FY2021 CIP includes 17 projects totaling over $32.1 million. Summarized below are the FY2021 projects.

| CIP Category | FY2021 Totals | # of Projects |
|---|---|---|
| General/Street and Drainage Projects (G/S & D) | $26,337,500 | 9 |
| Water and Wastewater Projects (W&WW) | 5,817,534 | 8 |
| Estimated Total Cost for FY2020 | $ 32,155,034 | 17 |

All of the projects included in the FY2021 plan are City priorities and are intended to be addressed in FY2021. Some of the projects are in the preliminary stages while others may be in a construction phase. There are three additional 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 FY2021 CIP is shown below:

***Future Annual Operating and Maintenance Costs***

| | |
|---|---|
| General/Street and Drainage Projects (G/S & D) | $ 28,000 |
| Water and Wastewater Projects (W&WW) | 1,500 |
| Estimated Total Operating Costs | $ 29,500 |

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 16 projects to be addressed in FY2021. Following this chart is an individual project summary for each project.



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**CITY OF ROSENBERG, TEXAS**
**2020-21 BUDGET**

## CAPITAL IMPROVEMENT PROGRAM OVERVIEW

| General/Street and Drainage Projects | Project Budget | Future O&M |
|---|---|---|
| Airport Avenue Extension to I-69 (RDC) | $3,173,050 | $5,000 |
| Bamore Road Extension from I-69 to Klauke Road (County Mobility) | $2,486,550 | $1,000 |
| Benton Road Expansion from FM762 to City Limits near Reading Road (County Mobility) | $5,473,000 | Refer to Note "B" |
| Dry Creek Drainage Improvements | $12,000,000 | $10,000 |
| Louise Street and Avenue N Intersection Improvements | Refer to Note "A" | Refer to Note "A" |
| Railway Quiet Zones | $1,200,000 | $10,000 |
| Rosenberg Business Park Phase 2 | $1,704,900 | $2,000 |
| Sidewalks – New Construction (RDC) | $300,000 | $0 |
| Ward Street (Ave N to Ave K) Drainage & Pavement Improvements | Refer to Note "A" | Refer to Note "A" |
| **Total General/Street and Drainage Projects** | **$26,337,500** | **$28,000** |

| Water and Wastewater Projects | Project Budget | Future O&M |
|---|---|---|
| Lift Station #9 and #10 – Elevation of Electronic Equipment | $298,611 | $1,000 |
| North Side Water Line Improvements – Phase 7 (CDBG) | $600,000 | $500 |
| Spacek Road Sanitary Sewer Improvements from Biotics to Reading Road | $456,000 | Refer to Note "B" |
| 16" Water Line Loop – FM2218 to J. Meyer Road/SH 36 | Refer to Note "A" | Refer to Note "A" |
| I-69 Corridor Water and Sanitary Sewer Extensions | Refer to Note "A" | Refer to Note "A" |
| Upgrade Water Distribution System Lines – Mulcahy Street from Avenue I to Avenue M (GRP) | $262,923 | Refer to Note "B" |
| Wastewater Treatment Plant 1A Collection System – Phase Four | $2,500,000 | Refer to Note "B" |
| Water/Wastewater Utility Adjustments on FM 2218 from I-69 to SH36 | $1,700,000 | Refer to Note "B" |
| **Total Water and Wastewater Projects** | **$5,817,534** | **$1,500** |

Notes: A = Project budget has not been determined.
B = Project replaces or repairs a current asset of the City. No additional O&M cost required.



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**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Airport Avenue Extension to I-69 (RDC)** | |
| Project Number: | CP1810 | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | Executive Director of Public Services<br>Project Director<br>Economic Development Director | |
| Engineer: | BGE (Brown & Gay Engineers) | |
| Contractor: | N/A | |
| Cost Estimate: | $3,173,050 | |
| Authorized Funding: | Rosenberg Development Corporation | $3,173,050 |
| Election District: | District 4 | |
| Project Summary: | The Rosenberg Development Corporation entered into a development agreement with the property owner to extend Airport Avenue from FM 2218 to I-69. This project also includes drainage, water and sanitary sewer line improvements along the new roadway.<br><br>The RDC has committed funding for this project, provided the developer donates the right-of-way by December 14, 2019. The developer is responsible for any costs above the authorized funding amount. This project is also a part of the City's thoroughfare plan. | |
| Supporting Documentation: | Resolution No. R-2427 approved January 22, 2018 (Performance Agreement)<br>Resolution No. R-2431 approved February 6, 2018 (Engineering)<br>Resolution No. R-2880 approved December 17, 2019 (Drainage Easement)<br>Resolution No. R-2895 approved January 1, 2020 (Street Dedication Plat)<br>Resolution No. R-2944 approved May 5, 2020 – (Engineering – Supplement # 1) | |



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**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Bamore Road Extension from I-69 to Stella Road** | |
| Project Number: | N/A | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | Executive Director of Public Services<br>Project Director | |
| Engineer: | N/A | |
| Contractor: | N/A | |
| Cost Estimate: | $2,486,550 | |
| Authorized Funding: | 2017 County Mobility<br>General Supplemental Fund (Fund 410) | $900,000<br>$1,750,000<br>$2,650,000 |
| Election District: | District 2 | |
| Project Summary: | This project was included in the 2017 Fort Bend County Mobility Funds. The City has completed a project to align Bamore Road on the south side of I-69 with the new overpass on I-69 and Bamore Road on the north side of I-69.<br><br>Currently, Bamore Road dead ends in the Cottonwood Subdivision. Fort Bend County is near completion with extending Bamore Road to the intersection of Stella Road. This project will construct the second half of the four-lane thoroughfare from the new intersection near the I-69 frontage road through the Cottonwood Subdivision to Stella Road. This project will assist in development of several County projects, including a transit center and a medical examiner. Bamore Road is classified as a major thoroughfare on the City's Master Thoroughfare Plan. | |
| Supporting Documentation: | Resolution No. R-2280 approved March 7, 2017 (Designation for 2017 Fort Bend County Mobility Funding) | |



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**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Benton Road Expansion from FM 762 to City Limits near Reading Road** | |
| Project Number: | CP1901 | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | Executive Director of Public Services<br>Project Director | |
| Engineer: | N/A | |
| Contractor: | N/A | |
| Cost Estimate: | $5,473,000 | |
| Authorized Funding: | 2017 County Mobility<br>Mobility Fund (Fund 430) | $2,820,000<br>$2,653,000<br>$5,473,000 |
| Election District: | District 4 | |
| Project Summary: | This project was included in the 2017 Fort Bend County Mobility Funds. Fort Bend County plans to improve Benton Road to a four-lane concrete boulevard with curb and gutter and storm sewer. Improvements to the BNSF railroad grade crossing would also be included. The City would be responsible for a portion of the funding for the section in the City limits from FM762 to Reading Road. Benton Road is classified as a major thoroughfare on the City's Master Thoroughfare Plan. | |
| Supporting Documentation: | Resolution No. R-2280 approved March 7, 2017 (Designation for 2017 Fort Bend County Mobility Funding)<br>Resolution No. R-2574 approved September 18, 2018 (Interlocal Mobility Agreement) | |



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| | |
|---|---|
| **Project Title:** | **Dry Creek Drainage Improvements** |
| Project Number: | CP1405 |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | LJA, Inc. |
| Contractor: | N/A |
| Estimate Cost: | $12,000,000 |
| Authorized Funding: | GO 2014 Bond Funds (Fund 415) $1,565,000 |
| 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 90% complete.) Construction plans to excavate and widen the Dry Creek Channel between Airport Avenue and FM 2218 will need to be finalized. The City will request that the Fort Bend Drainage District perform the work with a continued effort to minimize overall project costs. The drainage impact fee to utilize regional detention capacity in lieu of onsite detention has been approved by City Council. LJA Engineering has finalized construction plans for final completion of the regional detention basin. Construction should begin in the summer of 2020. Additional channel improvements upstream of Louise Street will be the next priorities. |
| Supporting Documentation: | LJA Change Order No. 1 – December 19, 2007<br>LJA Agreement - March 29, 2007<br>Resolution No. R-1052 approved October 27, 2009<br>Resolution No. R-1125 approved March 02, 2010<br>Resolution No. R-1231 approved October 19, 2010<br>Resolution No. R-1350 approved August 02, 2011<br>Resolution No. R-1578 approved November 12, 2012<br>Resolution No. R-1825 approved August 05, 2014 (Construction contract)<br>Ordinance No. 2018-17 approved May 15, 2018 (Establish Drainage Fees)<br>Resolution No. R-2493 approved May 15, 2018 (Drainage Fees)<br>Resolution No. R-2604 approved February 19, 2019 (Engineering Agreement)<br>Resolution No. R-2840 approved September 17, 2019 (Change Order No. 1 Engineering Design Services for Phase 2) |



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**General/Streets and Drainage Projects Summary**

| | |
|---|---|
| **Project Title:** | **Louise Street and Avenue N Intersection Improvements** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Estimate Cost: | TBD |
| Authorized Funding: | TBD |
| Election District: | District 3 |
| Project Summary: | This project would consist of the re-alignment of Louise Street to remove the offset at the intersection at Avenue N. |
| Supporting Documentation: | N/A |



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**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Railroad Quiet Zones** | |
| Project Number: | CP1519 | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | City Manager<br>Public Works Director<br>City Engineer | |
| Engineer: | LJA Rail | |
| Contractor: | N/A | |
| Cost Estimate: | Fort Bend County | $34,000 |
| | Engineering | 134,000 |
| | Construction | 1,000,000 |
| | Contingency | 32,000 |
| | | $1,200,000 |
| Authorized Funding: | General Supplemental Fund (Fund 410) | $100,000 |
| | 2017 Certificates of Obligation | 500,000 |
| | Rosenberg Development Corporation | 600,000 |
| | | $1,200,000 |
| Election District: | District 1 and 4 | |
| Project Summary: | The City 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 determined the improvements that may be required at each crossing. This phase has been completed.<br><br>Phase two of the project consists of the engineering design for the following crossings: Walnut Avenue, 3rd Street, Rawson Road, Commercial Drive, Brazos Center Boulevard, FM 2977 (Minonite Road), and Benton Road. This would be followed by a construction phase. | |
| Supporting Documentation: | Resolution No. R-2246 approved on March 7, 2017 (Interlocal Agreement with City of Richmond and Fort Bend County)<br>Resolution No. R-2677 approved on March 19, 2019 (Engineering Service Agreement)<br>Resolution No. R-2741 approved April 16, 2019 (Amendment to Engineering Services Agreement)<br>Resolution No. R-2922 approved March 17, 2020 (Second Supplemental Agreement to Engineering Services Agreement) | |



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**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Rosenberg Business Park Phase 2 – Paving, Drainage, & Utility Extensions** | |
| Project Number: | N/A | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>Economic Development Director | |
| Engineer: | N/A | |
| Contractor: | N/A | |
| Cost Estimate: | $1,704,900 | |
| Authorized Funding: | Rosenberg Development Corporation | $238,848 |
| Proposed Funding: | Rosenberg Development Corporation<br>General Fund | $613,602<br>$852,450 |
| Election District: | N/A | |
| Project Summary: | The development agreement between the City of Rosenberg, the Rosenberg Development Corporation and the Rosenberg Business Park, LTD was approved by City council on February 5, 2013. The agreement required infrastructure improvements to be completed in two phases. The first phase was completed several years ago and the development is close to meeting the contract requirements for the second phase of improvements.<br><br>Phase II requires the City and RDC to each participate at 50% of the project costs for water distribution, sanitary sewer, drainage and paving improvements, and extension of electrical distribution. | |
| Supporting Documentation: | Resolution No. R-1613 approved February 5, 2013 (Development Agreement) | |

**General/Streets and Drainage Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Sidewalk – New Construction (RDC)** | |
| Project Number: | N/A | |
| Bid Award: | N/A | |
| Department: | Public Works | |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>Economic Development Director | |
| Engineer: | N/A | |
| Contractor: | N/A | |
| Cost Estimate: | $300,000 | |
| Proposed Funding: | RDC Project Fund (Fund 225) – FY2021 | $300,000 |
| Election District: | N/A | |
| Project Summary: | Since FY2016, the Rosenberg Development Corporation has provided funding for the construction of new sidewalks to improve pedestrian connectivity and quality of life for local residents.<br><br>The RDC Board will be considering sidewalk locations for the FY2021 project during the budget process. | |
| Supporting Documentation: | N/A | |



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**General/Streets and Drainage Projects Summary**

| | |
|---|---|
| **Project Title:** | **Ward Street (Avenue N to Avenue K) Drainage and Paving Improvements** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Estimate Cost: | TBD |
| Authorized Funding: | TBD |
| Election District: | District 3 |
| Project Summary: | This project would consist of reconstruction along Ward Street from Avenue N to Avenue K and drainage improvements. |
| Supporting Documentation: | N/A |



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| | | |
|---|---|---|
| **Project Title:** | **Lift Stations 9 & 10 – Elevation of Electrical Equipment (CDBG-DR)** | |
| Project Number: | N/A | |
| Bid Award: | N/A | |
| Department: | Water/Wastewater | |
| Staff: | Executive Director of Public Services<br>Utilities Director<br>City Engineer | |
| Engineer: | LJA Engineering | |
| Contractor: | N/A | |
| Cost Estimate: | $298,611 | |
| Authorized Funding: | CDBG – Disaster Relief | $298,611 |
| Election District: | District 1 | |
| Project Summary: | Lift Stations 9 and 10 were submerged due to the 2017 Hurricane Harvey Brazos River Flood Event. This project would elevate the electrical panels to minimize future flood damage. | |
| Supporting Documentation: | Resolution No. R-2599 approved November 6, 2018 (Grant Funding Application)<br>Resolution No. R-2601 approved November 6, 2018 (Administration Services)<br>Resolution No. R-2606 approved June 18, 2019 (Grant Application Submitted)<br>Resolution No. R-2892 approved January 21, 2020 (Subrecipient Agreement) | |



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**Water/Wastewater Fund Projects Summary**

| | |
|---|---|
| **Project Title:** | **North Side Water Line Improvements, CDBG, Phase 7** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Estimate Cost: | $600,000 |
| Authorized Funding: | CDBG Grant Fund |
| Election District: | District 1 |
| Project Summary: | This project would provide water line improvements along Avenue E, West Street, 1st Street, 2nd Street, 3rd Street, 5th Street, and 7th Street, on the north side of Rosenberg. This proposed project is a continuation of the water and sanitary sewer 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 project will offer relief of a long-standing deficiency in the City's infrastructure. |
| Supporting Documentation: | Resolution No. R-2726 approved on April 2, 2019 (Application Submission)<br>Resolution No. R-2807 approved August 20, 2019 (Engineering Services)<br>Resolution No. R-2887 approved January 7, 2020 (Subrecipient Agreement) |



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| | | |
|---|---|---|
| **Project Title:** | **Spacek Road Sanitary Sewer Improvements from Biotics to Reading Road** | |
| Project Number: | CP1506 | |
| Bid Award: | N/A | |
| Department: | Water/Wastewater | |
| Staff: | Executive Director of Public Services<br>Utilities Director<br>City Engineer | |
| Engineer: | EHRA | |
| Contractor: | N/A | |
| Cost Estimate: | $456,000 | |
| Authorized Funding: | Sewer Impact Fee Fund | $456,000 |
| Election District: | District 4 | |
| Project Summary: | The existing sewer lines that serve Brazos Town Center Phases One and 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. These project improvements have been implemented with road improvements to Bryan Road and Spacek Road. The final phase along Summer Parkway from Biotics Research Drive to Reading Road now needs to be constructed to complete this project. MUD contributions are available to assist this project. | |
| Supporting Documentation: | Resolution No. R-2878 approved December 17, 2019 (Engineering Services) | |



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| | |
|---|---|
| **Project Title:** | **16” Water Line Loop – FM 2218 to J. Meyer Road/SH 36** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Water/Wastewater |
| Staff: | Executive Director of Public Services<br>Project Director |
| Engineer: | TBD |
| Contractor: | N/A |
| Cost Estimate: | TBD |
| Authorized Funding: | TBD |
| Election District: | District 2 |
| Project Summary: | This project is necessary to complete a loop in the water distribution system south of I-69 between FM 2218 and State Highway 36, along J. Meyer Road. As a result of continued development in this general area of the City, the existing 12” dead end water line has reached capacity. Completing the loop will improve system capacity, increase water pressure, and provide the ability to move additional surface water through the distribution system in order to meet the 60% groundwater reduction mandate in 2025. |
| Supporting Documentation: | N/A |



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| | |
|---|---|
| **Project Title:** | **I-69 Corridor Water and Sanitary Sewer Extensions** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Water/Wastewater |
| Staff: | Executive Director of Public Services<br>Project Director |
| Engineer: | Jones & Carter |
| Contractor: | N/A |
| Cost Estimate: | TBD |
| Proposed Funding: | Water/Wastewater Supplemental |
| Election District: | Districts 2 and 4 |
| Project Summary: | This project phase would extend water and sanitary sewer along I-69 from Ocusoft to Bamore. The installation of essential public utilities such as water and sanitary sewer service would help promote development in this area.<br><br>This project would also loop dead end water lines on both sides of Dry Creek on the south side of I-69 to improve system reliability. |
| Supporting Documentation: | N/A |



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**Water/Wastewater Fund Projects Summary**

| | | |
|---|---|---|
| **Project Title:** | **Upgrade Water Distribution System Lines – Mulcahy Street from Avenue I to Avenue M** | |
| Project Number: | N/A | |
| Bid Award: | N/A | |
| Department: | Water/Wastewater | |
| Staff: | Executive Director of Public Services<br>Utilities Director<br>Project Director | |
| Engineer: | N/A | |
| Contractor: | N/A | |
| Cost Estimate: | $262,923 | |
| Authorized Funding: | Water/Wastewater Supplemental Fund | $262,923 |
| Election District: | City-wide | |
| Project Summary: | As part of the ongoing maintenance and operations of the water distribution system, deteriorated and undersized lines must be replaced to properly maintain water pressure and water quality. Fire hydrants will also be included to provide firefighting capabilities. The line replacements will be prioritized based on the number and frequency of leaks, water quality issues and lack of fire hydrants. | |
| Supporting Documentation: | N/A | |

| | |
|---|---|
| **Project Title:** | **Wastewater Treatment Plant 1A Collection Line Rehabilitation – Phase Four** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Water/Wastewater |
| Staff: | Project Director |
| Engineer: | Kelly Kaluza & Associates, Inc. |
| Contractor: | N/A |
| Cost Estimate: | $2,500,000 |

| | | |
|---|---|---|
| Authorized Funding: | 2017 Certificates of Obligation | $2,500,000 |
| Election District: | District 1 | |
| Project Summary: | This project will continue replacement of the aging sanitary sewer collection system in the Wastewater Treatment Plant #1A and Wastewater Treatment Plant #2 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 improve system reliability and maintain compliance with TCEQ regulations. | |
| Supporting Documentation: | N/A | |

**Water/Wastewater Fund Projects Summary**

| | |
|---|---|
| **Project Title:** | **Water/Wastewater Utility Adjustments on FM 2218 from I-69 to State Hwy 36** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Water/Wastewater |
| Staff: | Executive Director of Public Services<br>Utilities Director<br>City Engineer |
| Engineer: | Jones and Carter |
| Contractor: | N/A |
| Cost Estimate: | $1,700,000 |
| Authorized Funding: | TxDOT – Reimbursement per Utility Agreement – 93.5%<br>Water/Wastewater Fund |
| Election District: | District 2 and 4 |
| Project Summary: | As part of the FM2218 expansion project, a portion of the existing Southeast Sewer Trunkline and easements are in conflict with the new road right-of-way acquired by TxDOT. A twelve-inch waterline crossing at Business Park Drive is also in conflict. The City will be entering into a Utility Agreement with TxDOT to relocate the easements and utility lines in conflict. The Utility Agreement will allow TxDOT to reimburse the City for approximately 94% of the project costs, including easement acquisition, engineering and construction. |
| Supporting Documentation: | Resolution No. R-2945 approved May 05, 2020 (Engineering Contract) |

**TxDOT Projects Summary**

| | |
|---|---|
| **Project Title:** | **FM 2218 from I-69 to State Highway 36 (TxDOT)** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Cost Estimate: | $52,089.17 (Right-of-Way Contribution) |
| Authorized Funding: | TxDOT<br>General Fund (Right-of-Way Contribution) |
| 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 and is scheduled for construction in early 2020.<br><br>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.<br><br>TxDOT is currently acquiring the rights-of-way and construction will begin in late 2019. The City entered into an interlocal agreement with Fort Bend County regarding the funding contribution by the City for right-of-way and utility adjustments for properties within the city limits. |
| Supporting Documentation: | Resolution No. R-1642 approved on April 02, 2013 (City Transportation Priorities)<br>Resolution No. R-2507 approved on May 01, 2018 (Interlocal Agreement Fort Bend County) |

**TxDOT 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<br>Project Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Cost Estimate: | N/A |
| Authorized Funding: | TxDOT |
| Election District: | District 2 |
| Project Summary: | This is a TxDOT funded project. The proposed improvements will include four-lanes with raised center median. City properties (Civic Center and Seabourne Creek Regional Park) will 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. A portion of the Civic Center parking lot may also have to be relocated. |
| Supporting Documentation: | Resolution No. R-1782 approved on April 15, 2014 (Right-of-Way Entry) |



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**TxDOT Projects Summary**

| | |
|---|---|
| **Project Title:** | **FM 723 from Brazos River to FM 359 (TxDOT)** |
| Project Number: | N/A |
| Bid Award: | N/A |
| Department: | Public Works |
| Staff: | Executive Director of Public Services<br>Public Works Director<br>City Engineer |
| Engineer: | N/A |
| Contractor: | N/A |
| Estimate Cost: | N/A |
| Authorized Funding: | TxDOT |
| Election District: | District 1 |
| Project Summary: | This is a TxDOT funded project. The first phase will improve FM723 from Avenue D to Baker Road and is currently under construction. The second phase will improve FM723 from Baker Road to FM359. |
| Supporting Documentation: | N/A |



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**RESOLUTION NO. R-2962**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROSENBERG, TEXAS, APPROVING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FY2021 THROUGH FY2025.**

* * * * *

**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;

**WHEREAS**, the City staff of the City of Rosenberg has identified its priorities for Capital Improvement Projects for FY2021 through FY2025; and,

**WHEREAS**, the City Council and the Planning Commission have reviewed the projects and the Planning Commission has recommended nine (9) General/Street and Drainage Capital Improvement Projects and eight (8) Water and Wastewater Capital Improvement Projects for FY2021; and,

**WHEREAS**, the FY2021 Budget and future budgets will address funding for the recommended Capital Improvement Projects for the upcoming fiscal year; now, therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ROSENBERG:**

Section 1. The City Council hereby approves the FY2021 through FY2025 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 7 day of July 2020.

**ATTEST:** **APPROVED:**

Danyel Swint, **CITY SECRETARY** William Benton, **MAYOR**

CITY OF ROSENBERG • ROSENBERG, TEXAS

**General/Streets and Drainage Projects**

Airport Avenue Extension to I-69 (RDC)

Bamore Road Extension from I-69 to Stella Road (County Mobility)

Benton Road Expansion from FM762 to City Limits near Reading Road (County Mobility)

Dry Creek Drainage Improvements

Louise Street and Avenue N Intersection Improvements

Railroad Quiet Zones

Rosenberg Business Park Phase 2 – Paving, Drainage & Utility Extensions

Sidewalks – New Construction (RDC)

Ward Street (Avenue N to Avenue K) Drainage and Paving Improvements

**Water and Wastewater Projects**

Lift Station #9 & #10 Elevation of Electrical Equipment (CDBG-DR)

North Side Water Line Improvements, CDBG, Phase 7

Spacek Road Sanitary Sewer Improvements from Biotics to Reading Road

16" Water Line Loop – FM 2218 to J. Meyer Road/SH36

I-69 Corridor Water & Sanitary Sewer Extensions (Ocusoft to Bamore, Loop dead ends at Dry Creek)

Upgrade Water Distribution Lines (Mulcahy St – Ave I to Ave M)

Wastewater Treatment Plant 1A Collection Line Rehabilitation – Phase Four

FM 2218 from I-69 to State Hwy 36 Utility Adjustments

**TxDOT Projects**

FM 2218 from I-69 to State Hwy 36

State Highway 36 from I-69 to FM 2218

FM 723 (Brazos River to FM 359)



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## FY2022 CAPITAL IMPROVEMENT PROJECTS

**General Projects**

Civic Center/Seabourne Creek Park Parking Lot Expansion

FM 2218 Entrance Road into Seabourne Creek Park

Municipal Facilities Improvements

**Streets and Drainage**

Traffic Signal at Reading Road and Park Place Blvd.

Traffic Signal at Reading Road and Town Center Blvd.

Koeblen Road Extension – SH 36 at Band Road to FM 2218

Dry Creek Drainage Improvements

Baker Road – new intersection connection at FM723/Cummings Road

Greenwood Subdivision – Rehabilitate Streets, Curb and Gutter and Sidewalks

Sidewalks – New Construction

**Water and Wastewater**

Avenue G Water Line and Fire Hydrant Improvements

North Side Water Line Improvements, CDBG, Phase 8

Cottonwood Subdivision Waterline Extension

I-69 Corridor Water and Sanitary Sewer Extensions

Water Line Extension and Connection from Bonbrook to Bridlewood (GRP)

16” Water Line Extension and Connection from Water Plant #8 to MUD 162 (GRP)

Wastewater Treatment Plant 2 Collection System Line Rehabilitation



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## FY2023 CAPITAL IMPROVEMENT PROJECTS

**General Projects**

Fire Station and Emergency Operations Center

Seabourne Creek Regional Sports Complex Expansion

**Streets and Drainage**

3rd Street at Intersection with Avenue M

Koeblen Road Expansion – FM 2218 to future Spacek Road Intersection

Avenue D Street Paving and Drainage

Sidewalks – New Construction

Drainage Improvements East of Lane Drive

**Water and Wastewater**

1-69 Corridor – Water & Sanitary Sewer Extensions

Water Plant No. 4 Improvements to backfill GST for 60% GRP Conversion

Water & Sanitary Sewer Improvements – CDBG

Regional Wastewater Treatment Plant No. 4 (FM 2977 and Koeblen)

Upgrade Wastewater Lift Stations

Upgrade Water Distribution System Lines

Wastewater Treatment Plant 2 – Collection System Line Rehabilitation

Wastewater Treatment Plant 3 Expansion



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## FY2024 CAPITAL IMPROVEMENT PROJECTS

**General Projects**

- Brazos River Trail Project
- Public Safety Enhancement Project
- Wireless Network (Police)
- Zone 8 Park Development

**Streets and Drainage**

- J. Meyer Road Expansion (Highway 36 to FM 2218)
- Downtown Sidewalks
- Sidewalks - New Construction

**Water and Wastewater**

- Lamar High School Reclaimed Water Project
- I-69 Corridor Water & Sanitary Sewer Extensions
- Water & Sanitary Sewer Line Replacements - CDBG
- Upgrade Wastewater Lift Station
- Upgrade Water Distribution Lines
- Wastewater Treatment Plant 2 – Collection System Line Rehabilitation



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## FY2025 CAPITAL IMPROVEMENT PROJECTS

**General Projects**

Aquatics Center in Seabourne Creek Park

**Streets and Drainage**

4th Street Extension Project

Blume Road Extension (Klauke Road to I-69 Feeder)

Graeber Road Extension (Airport Avenue to TSTC Campus)

Brooks Avenue Reconstruction

Mustang Avenue and Herndon Drive Reconstruction

Klauke Road Extension

New Sidewalk Plan Construction

Radio Lane Reconstruction (Avenue I to Avenue N)

**Water and Wastewater**

Upgrade Wastewater Lift Stations

I-69 Corridor Water & Sanitary Sewer Extensions

Water & Sanitary Sewer Line Replacements - CDBG

Upgrade Water Distribution Lines

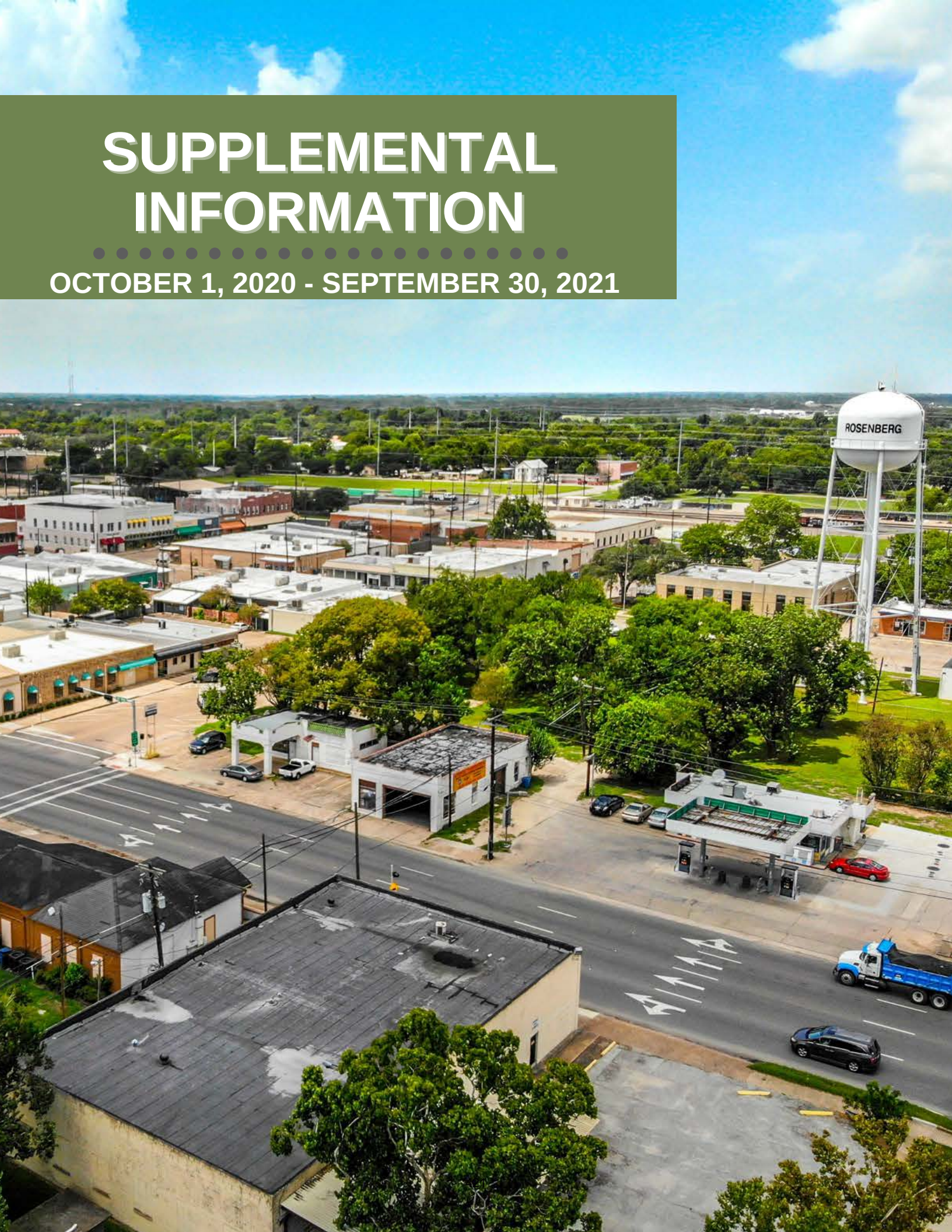


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CITY OF ROSENBERG
FOUNDED 1883

# SUPPLEMENTAL INFORMATION

**OCTOBER 1, 2020 - SEPTEMBER 30, 2021**



## Supplemental Information

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**The Supplemental Information includes the budget ordinance, the tax rate ordinance, financial management policies, acronyms and the glossary of terms.**

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**ORDINANCE NO. 2020-31**

**AN ORDINANCE APPROVING AND ADOPTING THE CITY OF ROSENBERG, TEXAS, BUDGET FOR THE FISCAL YEAR 2020-21; 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, 2020, and ending on September 30, 2021; 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 September 1, 2020, 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, 2020, and ending September 30, 2021." 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 6 "ayes" in favor and 0 "noes" against on this, the 15th day of September 2020. (one absent)

| Council Member | In Favor | Opposed | Abstained |
|---|---|---|---|
| Mayor William Benton | ✓ | | |
| Council Member Jacob E. Balderas | ✓ | | |
| Council Member Kevin Raines | ✓ | | |
| Council Member Isaac Davila | ABSENT | | |
| Council Member Steven M. DeGregorio | ✓ | | |
| Council Member Timothy Anders | ✓ | | |
| Council Member Richard Olson | ✓ | | |

**ATTEST:**

Danyel Swint, TRMC, **CITY SECRETARY**

**APPROVED:**

William Benton, **Mayor**

**APPROVED AS TO FORM:**

**City Attorney**
**Randle Law Office, Ltd., L.L.P.**

CITY OF ROSENBERG • ROSENBERG, TEXAS •

## CITY OF ROSENBERG, TEXAS
## 2020-21 BUDGET

## COMBINED BUDGET SUMMARY

| Fund | Estimated Beginning Balance 10/1/2020 Note (1) | Revenues & Transfers In | Expenditures & Transfers Out | Estimated Ending Balance 9/30/2021 |
|---|---|---|---|---|
| **GOVERNMENTAL FUND TYPES:** | | | | |
| GENERAL FUND | $ 17,052,763 | $ 35,670,329 | $ 36,773,979 | $ 15,949,113 |
| SPECIAL REVENUE FUNDS: | | | | |
| Hotel/Motel Fund | 696,494 | 457,000 | 602,612 | 550,882 |
| Municipal Court Technology Fund | 48 | 14,930 | 14,900 | 78 |
| Beautification Fund | 166,736 | 24,500 | 10,500 | 180,736 |
| Law Enforcement Fund | 333,789 | 3,000 | 286,300 | 50,489 |
| Community Development Block Grant Fund | 235,914 | - | - | 235,914 |
| Police Asset Forfeiture Fund | 35,984 | 500 | 10,000 | 26,484 |
| Park Land Dedication Fund | 641,604 | 10,000 | - | 651,604 |
| Juvenile Case Management Fund | 143,398 | 24,000 | 35,634 | 131,764 |
| Municipal Court Child Safety Fund | 190,218 | 42,000 | 60,800 | 171,418 |
| Municipal Court Building Security Fund | 2,928 | 10,000 | 10,000 | 2,928 |
| MUD Fire Services Fund | 445,806 | 1,281,000 | 1,443,146 | 283,660 |
| Police Federal Forfeiture Fund | 214,857 | 25,520 | 88,100 | 152,277 |
| PEG Fund | 272,931 | 58,000 | 15,000 | 315,931 |
| Fire Station No. 3 Operating Fund | 19,447 | 1,538,415 | 1,538,415 | 19,447 |
| ***Subtotal*** | 3,400,154 | 3,488,865 | 4,115,407 | 2,773,612 |
| DEBT SERVICE FUND | 5,132,710 | 10,327,595 | 10,614,280 | 4,846,025 |
| CAPITAL PROJECTS FUNDS | 4,146,103 | 1,405,650 | 3,903,650 | 1,648,103 |
| TOTAL GOVERNMENTAL FUNDS | 29,731,730 | 50,892,439 | 55,407,316 | 25,216,853 |
| **PROPRIETARY FUND TYPES:** | | | | |
| ENTERPRISE FUNDS: | | | | |
| Water & Wastewater Fund: | | | | |
| Operating Funds | 6,442,252 | 10,459,772 | 13,178,772 | 3,723,252 |
| Restricted Funds | 12,769,403 | 5,039,000 | 8,086,475 | 9,721,928 |
| Civic Center Fund | (107,113) | 422,000 | 422,000 | (107,113) |
| ***Subtotal*** | 19,104,542 | 15,920,772 | 21,687,247 | 13,338,067 |
| INTERNAL SERVICE FUNDS: | | | | |
| Insurance Fund | 654,106 | 4,064,860 | 4,112,447 | 606,520 |
| Fleet Replacement Fund | 7,058,264 | 746,114 | 289,000 | 7,515,378 |
| Technology Fund | 133,618 | 937,410 | 987,410 | 83,618 |
| ***Subtotal*** | 7,845,989 | 5,748,384 | 5,388,857 | 8,205,516 |
| TOTAL PROPRIETARY FUNDS | 26,950,531 | 21,669,156 | 27,076,104 | 21,543,583 |
| **COMPONENT UNITS:** | | | | |
| Rosenberg Development Corporation | 3,018,813 | 4,430,000 | 3,604,366 | 3,844,447 |
| GRAND TOTAL | $ 59,701,074 | $ 76,991,595 | $ 86,087,786 | $ 50,604,884 |

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

**ORDINANCE NO. 2020-32**

**AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF ROSENBERG, TEXAS, FOR THE YEAR 2020; 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 2 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 2020, to fund the City's fiscal year 2020-2021 municipal budget, an ad valorem tax at the total rate of forty cents ($0.40) 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), $0.265697 on each $100 valuation of property; and

2) For interest and sinking fund, $0.134303 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. All ad valorem taxes levied hereby, in the total amount of forty cents ($0.40) on each one hundred dollars ($100.00) of assessed valuation, as reflected by Section 2 hereof, shall be due and payable on or before January 31, 2021. 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 5. 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 6. All ordinances and parts of ordinances inconsistent or in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. 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 8. The requirement in Section 3.10 of the City of Rosenberg's homerule 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 6 "ayes" in favor and 0 "noes" against (one absent) 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 1st day of September 2020.

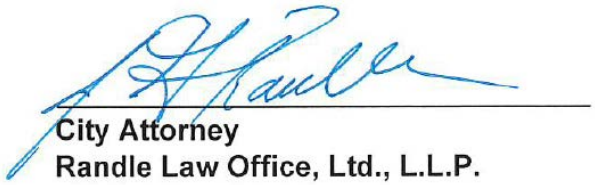
| **Council Member** | **In Favor** | **Opposed** | **Abstained** |
|---|---|---|---|
| Mayor William Benton | ✓ | | |
| Council Member Kevin Raines | ✓ | | |
| Council Member Jacob E. Balderas | ✓ | | |
| Council Member Isaac Davila | ABSENT | | |
| Council Member Steven M. DeGregorio | ✓ | | |
| Council Member Timothy P. Anders | ✓ | | |
| Council Member Richard Olson | ✓ | | |

**ATTEST:** **APPROVED:**

Danyel Swint, TRMC, **CITY SECRETARY** William Benton, **Mayor**

CITY OF ROSENBERG • ROSENBERG, TEXAS •

**APPROVED AS TO FORM:**



**City Attorney**
**Randle Law Office, Ltd., L.L.P.**

# CITY OF ROSENBERG
# 2020-2021 BUDGET

## FINANCIAL MANAGEMENT POLICIES

**Introduction**

The City of Rosenberg assumes an important responsibility to its citizens and customers to carefully account for public funds, to manage City finances wisely and to plan for the adequate funding of services desired by the public.

The main goal of this Policy is to help the City achieve a long-term, stable, and positive financial condition. The City's financial management as directed by this Policy is based on the foundation of integrity, prudent stewardship, planning, accountability and full disclosure. The purpose of the Policy is to provide guidance for planning and directing the City's daily financial affairs.

This Policy provides a framework in pursuit of the following objectives.

**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, making suggestions regarding internal controls within the City and reviewing various financial policies of 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.



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## FINANCIAL MANAGEMENT POLICIES

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.

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



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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 forty-five (45) 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, posted on the City's website, 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. 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 un-encumbered 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.

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.



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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.

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.

6.2 Generally, purchases are authorized as follows:

6.2.1 The Department Head may approve purchases for $3,000 or less, if such purchase is within the budgeted line item.

6.2.2 Purchases exceeding $3,000 but less than $50,000 will require detailed purchasing specifications and must be approved by the Department Head and the Finance Director. The City Manager must approve all purchases over $5,000.

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, without compromising the safety and liquidity of such investments.

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.

**Section 8. General Accounting Guidelines.**

8.1 The City Manager is authorized to write off accounts receivable and 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 accounts receivable and 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 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



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# CITY OF ROSENBERG, TEXAS
# 2020-21 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**
ACM: Assistant City Manager
ADA: Americans with Disability Act

**B**
BTC: Brazos Town Center
BWA: Brazosport Water Authority

**C**
CAD: Central Appraisal District
CAFR: Comprehensive Annual Financial Report
CDBG: Community Development Block Grant
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

**D**
DPS: Department of Public Safety

**E**
ED: Economic Development
EOC: Emergency Operations Center
EPA: Environmental Protection Agency
ETJ: Extraterritorial Jurisdiction
ETR: Effective Tax Rate

**F**
FLSA: Fair Labor Standards Act
FM: Farm to Market
FTE: Full Time Equivalent
FY: Fiscal Year



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# CITY OF ROSENBERG, TEXAS
# 2020-21 BUDGET

## ACRONYMS

**G**
GAAP: Generally Accepted Accounting Principles
GAAFR: Governmental Accounting, Auditing, and Financial Reporting
GASB: Governmental Accounting Standards Board
GFOA: Government Finance Officers Association
GIS: Geographic Information System
G/L: General Ledger
GO: General Obligation Bonds
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

**I**
I69: Interstate 69
ISO: Insurance Service Office
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



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# CITY OF ROSENBERG, TEXAS
# 2020-21 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
SECO: State Energy Conservation Office
SRO: School Resource Officer
SWAT: Special Weapons and Tactics
SWOT: Strengths, Weaknesses, Opportunities, and Threats

**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



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# CITY OF ROSENBERG, TEXAS
# 2020-21 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.



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# CITY OF ROSENBERG, TEXAS
# 2020-21 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.

**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.



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# CITY OF ROSENBERG, TEXAS
# 2020-21 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: L**egally separate organizations for which elected officials of the primary government are financially accountable.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):** The official annual financial report if 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 ration 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). In 2020, the effective tax rate changed to the No New Revenue Rate.

**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.

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# CITY OF ROSENBERG, TEXAS
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## 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.

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# CITY OF ROSENBERG, TEXAS
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## 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 if 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 ASSOCAITION:** 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
# 2020-21 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 of 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.



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# CITY OF ROSENBERG, TEXAS
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## GLOSSARY OF TERMS

**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 expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received, or are "measurable" or "available for expenditure."

**NO-NEW-REVENUE 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). The no-new-revenue tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year. based on a tax rate that would produce the same amount of taxes if applied to the same properties taxed in both years. A taxing unit's no-new-revenue tax rate is generally equal to the last year's taxes divided by the current taxable value of properties that were also on the tax roll last year. Previously known as the Effective Tax Rate (ETR).

**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.)



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# CITY OF ROSENBERG, TEXAS
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## GLOSSARY OF TERMS

**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.**

**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.



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# CITY OF ROSENBERG, TEXAS
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## GLOSSARY OF TERMS

**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.

**TRANSFER:** Movement of resources between two funds.

**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.

**VOTER-APPROVAL TAX RATE:** The voter-approval tax rate provides cities with about the same amount of tax revenue it spent the previous year for day-to-day operations plus an extra three and a half percent for operations and sufficient funds to pay debts in the coming year. The voter-approval tax rate is a calculated maximum rate allowed by law without voter approval. Previously known as the rollback tax rate.

**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.



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