

This budget will raise more total property taxes than last year's budget by \$3,387,594, (12.2%), and of that amount \$1,508,287 is tax revenue to be raised from new property added to the tax roll this year.

The City Council will hold a public hearing on the budget on September 17, 2019, at 6:00 p.m. at 100 East Main Street, Suite 500.

<u>Tax rate per \$100 in value</u>	<u>FY 2019</u>	<u>FY 2020</u>
Property tax rate	\$ 0.4976	\$ 0.5045
Effective tax rate	\$ 0.4870	\$ 0.4737
Effective M&O tax rate	\$ 0.2935	\$ 0.2938
Rollback tax rate	\$ 0.4976	\$ 0.5045
Debt rate	\$ 0.1807	\$ 0.1872

Total amount of municipal debt obligations: \$258,570,000

The total amount of outstanding municipal debt obligations considered self-supporting: \$120,415,922





where quality meets life

PFLUGERVILLE
T E X A S

City of Pflugerville

FY20 Proposed Budget

August 23, 2019

Vision Statement

Pflugerville is an open, safe, family-oriented community that provides its residents with an environment to grow by focusing on innovation, keeping an open perspective and creating opportunities to succeed.

Mission Statement

Efficiently and effectively deliver public resources and services that result in an enhanced quality of life.

Community Values

- ❖ Respect and honor all people
- ❖ Stewardship through volunteerism
- ❖ Honesty and integrity
- ❖ Leadership and visionaries
- ❖ Fiscal responsibility
- ❖ Sense of community

Strategic Plan

The City of Pflugerville Strategic Plan was adopted on September 27, 2016. In this document, City Council outlined four Pfocus Areas as broad priorities of the City Council.

- ❖ Fiscal Responsibility and Economic Development
- ❖ Public Safety
- ❖ Infrastructure and Transportation
- ❖ Public Engagement and Quality of Life

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August 23, 2019

Dear Mayor Gonzales, Mayor Pro-Tem Peña and Members of the Council:

Staff is pleased to submit for your review and consideration the proposed budget for the City of Pflugerville for the fiscal year beginning October 1, 2019. This financial plan outlines the programs and services proposed to meet the needs of Pflugerville residents during the coming fiscal year.

As you know, the City has continued to experience rapid population growth and a strong economy as evidenced by the increase in property values, continued residential construction, and expansion of commercial business development. Along with this growth is an increased demand on City services, resulting in additional maintenance needs. We believe this budget provides for investment in long-term planning, labor resources, and improvements that help us manage and sustain growth.

Thank you in advance for your time and consideration of this proposed budget. The remainder of this document includes a summary of the FY20 proposed budget.

Budget Overview

A summary of the FY20 budget, by fund:

<u>Fund</u>	<u>Revenues</u>	<u>Expenses</u>
General Fund	\$ 42,303,873	\$ 42,301,591
Utility Fund	\$ 34,779,720	\$ 34,220,367
Debt Service Fund	\$ 12,457,078	\$ 12,457,077
General Fund Capital Projects	\$ 23,114,000	\$ 20,251,000
Utility Fund Capital Projects	\$ 78,281,182	\$ 78,281,182

Overall, the FY20 budget reflects an increase of 31% over the prior year budget; a direct response to the increased infrastructure and operational needs of an expanding population. Growth is also affecting revenues; roughly half of the increase in anticipated property tax revenues for FY20 is derived from new properties. Further, sales tax collections and development revenues continue to escalate, reflecting our thriving local economy.

One initiative of this proposed budget is the reorganization and separation of functions into separate budgets. The Administration department accounted for the City Manager's Office, Communications, P+C (People+Culture), Finance, and Facilities Maintenance. Each of these functions have been divided into separate budget workbooks in an effort to provide more transparency in the spending plan. In addition, the Resource Recovery (chipping) budget has been separated from the Wastewater Treatment budget.

The Budget Process

The City's budget process begins each year with the Capital Improvements Program (CIP) planning process. CIP needs are outlined for the next five fiscal years. Revenue estimates are prepared to forecast the ability of rates and taxes to fund needed capital infrastructure or the debt issued for such projects.

The Budget Process (continued)

The City Manager and staff then prepare a proposed budget for submission to the City Council by July 1st, as required by the City Charter. Each City department prepares a five-year operating budget. Only the upcoming fiscal year is formally adopted, while the next four years are used to forecast the City's ability to fund both current and proposed future commitments.

City Council work sessions are scheduled in July and August to review and add input, with formal public comment in September, and adoption of the annual budget no later than September 29th.

Growth – Challenges and Rewards

According to the U.S. Census, the City's population grew from 48,366 in 2010 to an estimated 64,431 (34%) in 2018. The City's Planning Department has estimated a current total population of 71,200. Future projections include an annual population growth of 5% for each of the next two years. This growth is reflective of the population increase seen in the entire Central Texas (Austin metropolitan) region and by the amount of housing currently under construction in Pflugerville.

The certified appraised value for FY20 (tax year 2019), as determined by the Travis and Williamson Central Appraisal Districts, increased by 10.8% over the prior year. This increase is due to new construction (residential and commercial) and an increase in appraised property values. In FY20 the average residential taxable value is \$254,485, an increase of 6% over the prior year. There are indications that commercial and residential development will continue at a similar pace into FY20.

Growth is occurring throughout the City, including in the City of Pflugerville Tax Increment Reinvestment Zone Number One (TIRZ #1). TIRZ #1 was authorized in December 2010 to stimulate economic development in designated areas, including portions of the Falcon Pointe subdivision. In 2018, the zone was expanded to include a new development, the Pecan District on the City's west side roughly bordered by Pecan Street, Heatherwilde Blvd. and Old Austin-Pflugerville Road. The tax revenue received from 100% of new property value in the TIRZ is used to fund projects completed within the TIRZ boundary. The certified appraised value for all properties in TIRZ #1 as of January 1, 2019 is \$317 million, a 28% increase over the January 1, 2018 value.

In January 2019, Baylor Scott and White opened the first hospital in the City. The three-story nearly 100,000 square foot facility also features a multi-specialty medical clinic. The City's largest commercial centers, Stone Hill Town Center and 130 Commerce Park continue construction and many other projects are on-going around the City. A 27-acre industrial campus will provide roughly 350,000 square feet of Class A industrial space at the intersection of Heatherwilde Blvd and State Highway 45. Several office condo buildings are also under construction with more in development review. The Pecan District has begun the first phase of a multi-phase, multi-use development.

Development pressure along State Highways 130 and 45 is mounting but is dependent on critical utility projects necessary to serve these areas. Master plans are underway for the City's water and wastewater utility systems to identify and evaluate those critical projects. The plans are expected to be completed later this year and will provide valuable guidance for City leaders as they plan the City's future growth.

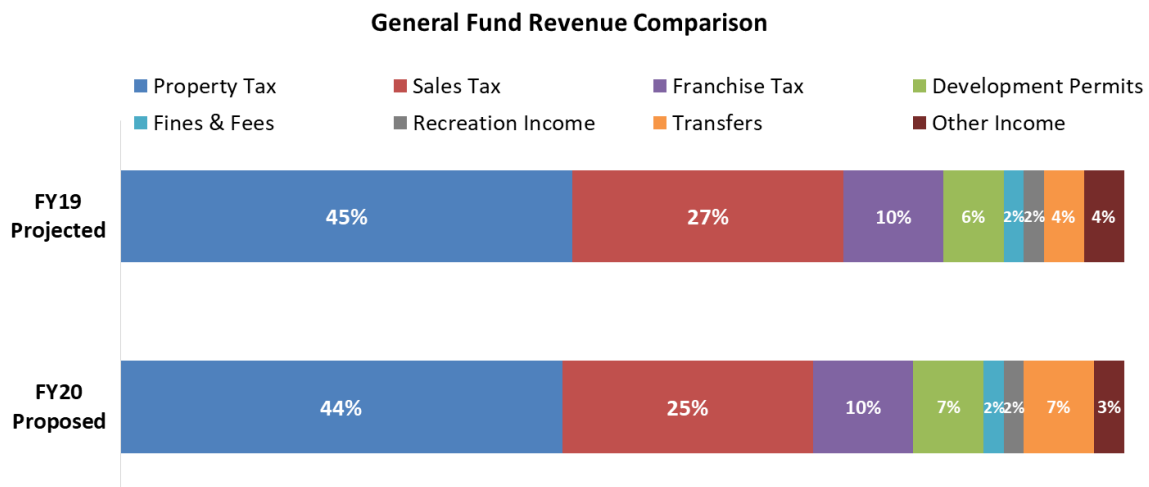
As it relates to the current budget and forecasting for subsequent budget years, the 86th Texas Legislature approved some challenging rules for Texas cities this session. Senate Bill 2, effective January 1, 2020, imposes a property tax revenue cap of 3.5%, significantly lower than the current 8% maximum. As property tax revenues make up 44% of all general fund revenues, this will certainly enter into future funding discussions. In addition, Senate Bill 1152 reduces franchise fees imposed on telecommunications companies to the lesser of the state cable franchise or telephone line access fees, effective for payments made after January 1, 2020. Telecommunications companies are responsible for determining which fee will be paid, thus at this time the City can only estimate the effect of this legislation.

General Fund

The General Fund is composed of functions most frequently associated with local governments, such as: police services, street maintenance, parks and libraries. The primary objective for the General Fund budget is providing services to the residents of Pflugerville. The proposed budget for FY20 continues current services and programs and is balanced with revenues exceeding expenditures.

General Fund Revenue

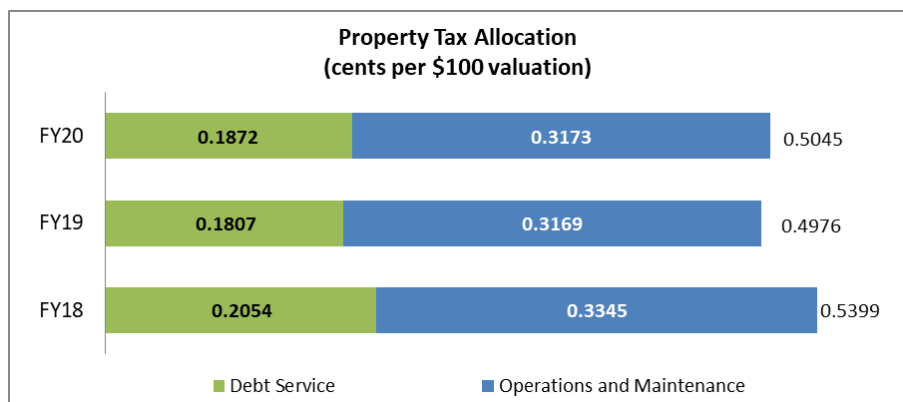
The following chart illustrates the City of Pflugerville's General Fund revenue sources as a percentage of total revenues for each FY19 and FY20.



Property Taxes

The proposed budget includes an ad valorem property tax rate of \$0.5045 per \$100 in valuation. This tax rate is based on an 8% rollback calculation and is a slight increase from the prior year's adopted tax rate of \$0.4976. This tax rate will allow the City to maintain operating funding levels in light of growth and to continue to issue debt for 2018 voter approved transportation projects.

Property tax revenues fund both debt service payments on tax supported debt and provide funding to the operating budget in the General Fund. The chart at right shows the allocation of the rate between these two uses for the current fiscal year and the adopted rate for the past two fiscal years.



The proposed tax rate provides \$0.3173/\$100 of property valuation for general city operations (O&M) of the total tax rate. This O&M rate will fund approximately \$18.5 million or 44% of the general fund budget.

General Fund Revenue (continued)**Sales Taxes**

The City's sales tax revenues continue to increase as a result of commercial development and growth, as reflected in the chart at right. The FY20 sales tax revenue is budgeted to increase 7% over the FY19 projected sales tax collections and will remain approximately 25% of total general fund revenues.

Franchise Fees

The budget for franchise fees is projected to remain stable in consideration of changes to legislation passed earlier this year.

Development Permits

Development permits and related revenue receipts for FY19 are projected to be 115% of the revenues budgeted for that purpose. FY20 development revenues are budgeted to increase due to the anticipation of sustained development pressure as well as fee adjustments that will be presented to Council later this summer. However, this increase is offset by the anticipated transition of the health inspections permitting process to a service performed by the City of Austin. This arrangement provides seamless health permitting for food establishment customers throughout Travis County, however, no longer provides a revenue stream to the City.

Transfers

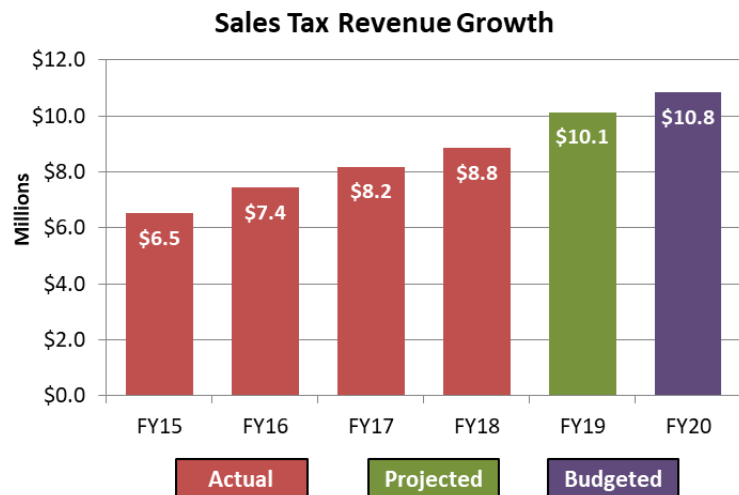
The transfer from the Utility Fund to the General Fund will increase to \$1.2 million for FY20 due to the transition of the Resource Recovery function. The General Fund will also receive transfers from Municipal Court and Police Department special revenue funds to support programs budgeted in the General Fund. A transfer from bond proceeds to the General Fund to offset Engineering department personnel costs related to bond projects is also included for FY20. Finally, in FY20, a transfer of \$1.5 million is included from general fund balance to supply funding for several one-time projects, studies, and equipment needs.

General Fund Expenditures

General Fund FY20 budgeted expenditures of \$42,301,591 represent a \$5.8 million (16%) increase from the FY19 projected year-end estimate. These increases are primarily to maintain the current levels of service to the community as the demand for services continues to grow.

The proposed budget includes a focus on long-term planning and transportation initiatives. Long-term planning proposals including a City-wide Comprehensive Plan, a Downtown utilities inventory and location analysis, an American Disabilities Act (ADA) Transition plan, a traffic signal study, and Phase 2 of a Drainage Master Plan. Transportation related proposals include a pilot program with Capital Metro for limited transit services, design funds for several transportation projects, and additional funding for street repairs.

Investment in an asset management software is also proposed to assist multiple city functions in managing the City's infrastructure more efficiently. Numerous requests for replacement equipment and vehicles are included throughout.

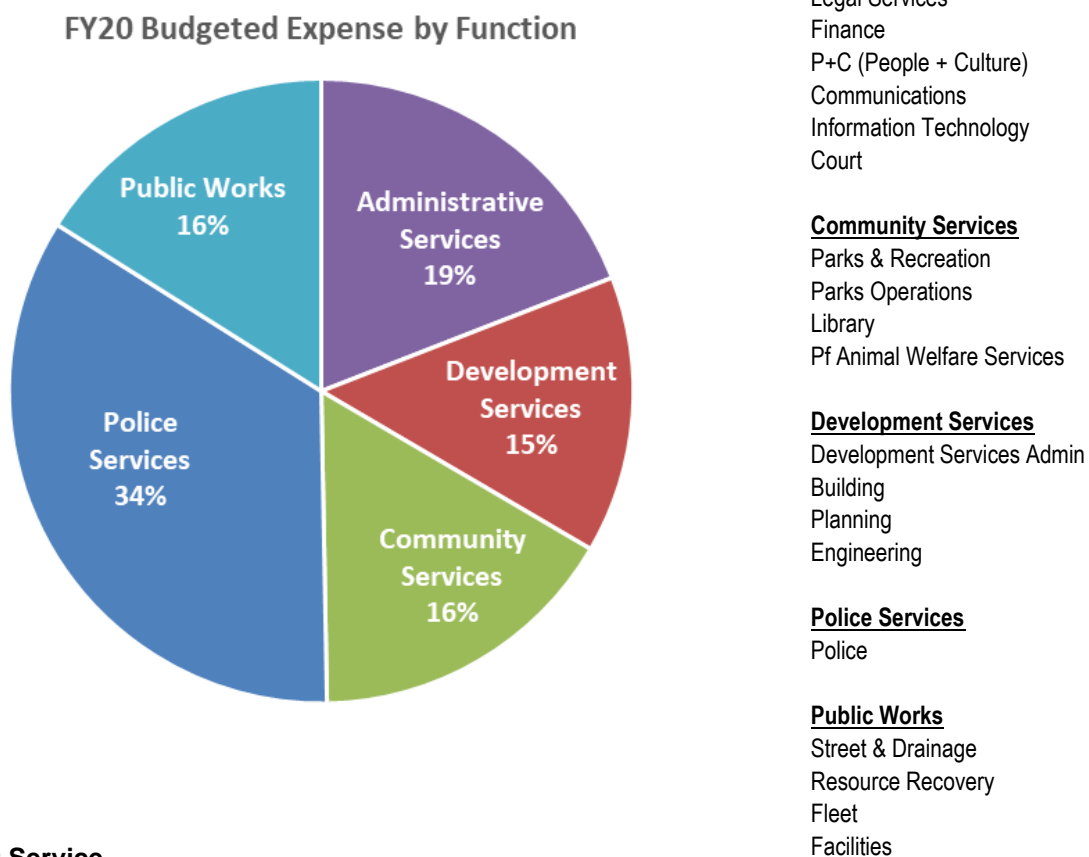


General Fund Expenditures (continued)

The proposed budget includes increases to address the costs of current employees such as escalating insurance costs and merit increases. In addition, proposed adjustments for equity are included as a result of the FY19 compensation and classification study that reviewed all non-commissioned positions. Personnel equity adjustments have been included in each applicable department budget.

Several new personnel positions are proposed for FY20 including: Senior Planner (Transportation), Code Compliance Officer, Environmental Specialist, Senior Engineer, Parks Operations Technician, and two Patrol Officers.

The following chart illustrates the departmental allocation of the General Fund resources projected for FY20.



Debt Service

The City's outstanding total indebtedness will be \$258,570,000 as of September 30, 2019. This number includes approximately \$120 million combination tax and revenue certificates issued for City utilities, Pflugerville Community Development Corporation, and TIRZ projects. The repayment on all debt is allocated from the budget of the appropriate source; however, since all City debt carries a tax pledge, all issuances are considered general obligations of the City for analysis and rating purposes.

In 2019, the City issued approximately \$5 million in General Obligation bonds for voter approved street projects, which are a portion of the \$21.1 million approved by the voters in the November 2018 election. Additional funding for roadway and wastewater system improvements, \$7.4 million and \$12.5 million respectfully, was issued as Certificates of Obligation at City Council authorization.

Debt Service (continued)

This budget document includes a list of current bonds and annual payments as well as the appropriate revenue source required to pay the principal, interest, and fees. It also includes a summary of the purpose of the bonds, the issue amount, and the principal balance outstanding.

Utility Fund

The Utility Fund is comprised of the Water, Wastewater, and Solid Waste Departments. An update to the water and wastewater rate study was completed in November 2018 to determine the fees needed to cover the cost of operating the City's water and wastewater utilities. Due to the cost of capital projects and a retail customer growth rate of approximately 5.5% annually, City Council approved a 20 cent increase in the fixed charge in water rates as well as an increase in the fixed and volumetric charges for wastewater as recommended by City staff and the utility rate consultant. The average customer saw a 6.1% increase in their total water and wastewater bill beginning December 2018.

Water retail revenue collections for FY19 are projected at 99% of the budgeted revenues due to an increase in the amount of rainfall mitigated by continued growth. The FY20 budget includes a 3% increase over FY19 projected in retail water revenues to account for continuing growth. Wastewater revenue collections are projected at 109% of the FY19 budgeted revenues due to the implementation of new rate during the fiscal year. The retail wastewater revenues are budgeted at a 4% increase over the FY19 projected revenues.

Utility Fund department expenditures for FY20 increase 12% from the FY19 budget. Following are some of the proposed requests for the utility fund. The Utility Administration department includes equity and merit increases for all utility departments. Utility Maintenance includes an additional Utility Foreman and an additional Regulatory Operator. A tank maintenance contract is proposed in Water Distribution and a water treatment plant assessment is proposed in Water Treatment. Water Treatment also includes 2 additional Treatment Plant Operators. Wastewater Collection includes an engineering consultant to start the Wastewater Pretreatment/FOG (fats, oils and grease) Program. The Wastewater Treatment department includes a wastewater treatment plant flood study for FEMA (Federal Emergency Management Agency) and two additional treatment plant operators.

Funding for the water and wastewater portions of existing debt service obligations are included in the water and wastewater departments. These estimates also include the cost of a proposed 2020 issuance for approximately \$31 million of water and wastewater infrastructure projects.

The Utility Fund balance reserve policy requires maintaining an unencumbered fund balance of 25% (3 months) of operating expenditures. For FY20, this amount will be approximately \$4.8 million.

Capital Improvement Project (CIP) Funds

Street, Park, and Facility CIP

During 2019, several projects are anticipated to be complete including Weiss Lane Improvements, Heatherwilde and Windermere Subdivision Street Improvements and the East Pflugerville Parkway Roadway Improvements.

Pfennig Lane Improvements are under construction and Old Austin-Hutto Road Improvements are anticipated to begin construction in 2019.



**Heatherwilde & Windermere
Subdivision Street Improvements**

Capital Improvement Project (CIP) Funds (continued)

In February 2019, bonds were issued for voter and council approved transportation projects. Preliminary work has begun for many of the roadway improvements.

The Stone Hill and 1849 Park (Phase 1B) projects were completed and construction began on Wilbarger Creek Park. The Animal Services Intake Facility was completed at the Pflugerville Animal Welfare Services.



Stone Hill Park



**Central Wastewater Treatment
Plant Improvements**

Utility CIP

The Central Wastewater Treatment Plant Interim Improvements are anticipated to be completed in 2019 and work continues on the Central Wastewater Treatment Plant Expansion Phase 1.

The West SH130 Wastewater Interceptor and SH130/SH45 Water and Wastewater Extensions are underway. Design began on the Weiss Lane Lift Station and Force Main System Upgrades.

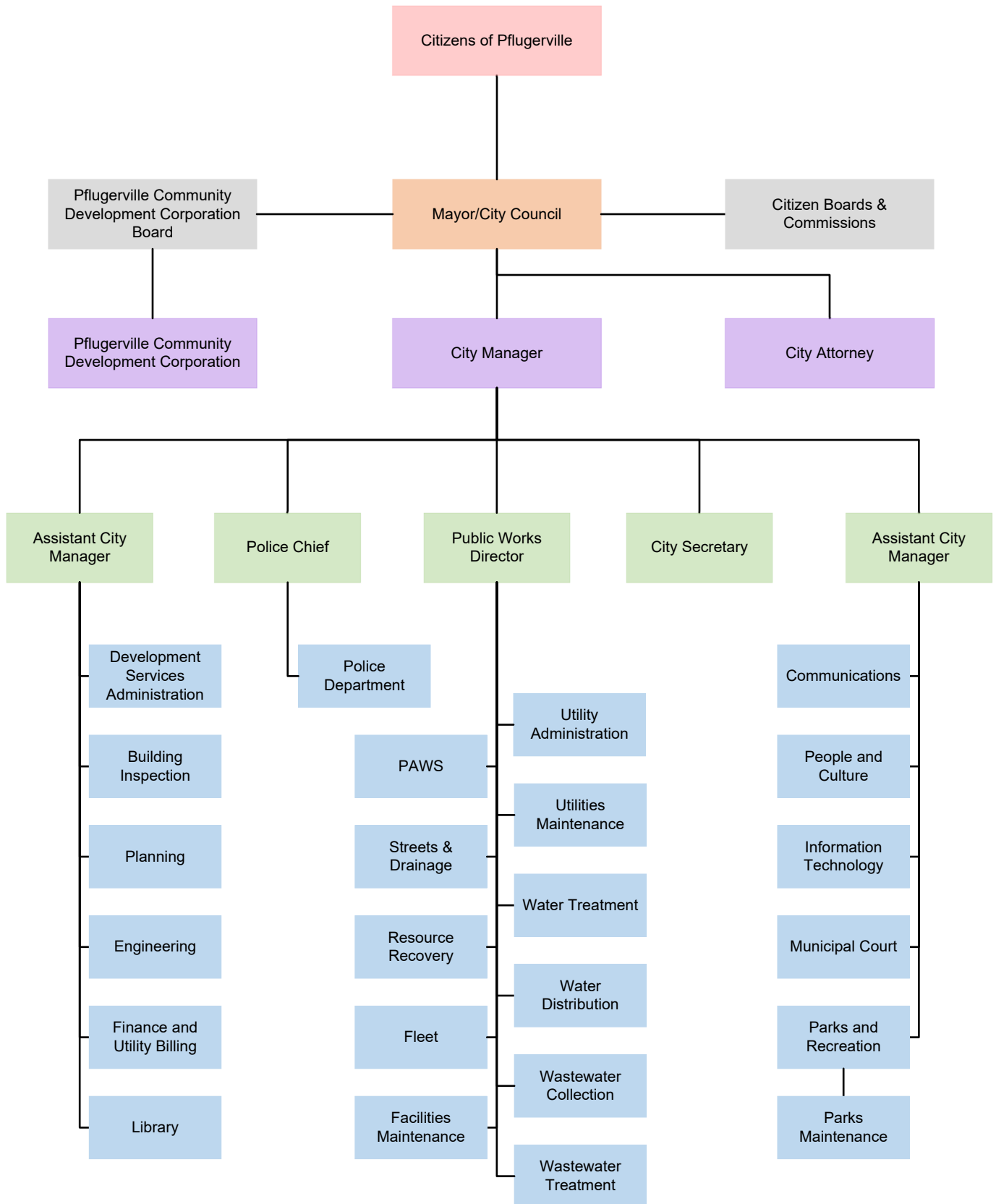
Updates to the water and wastewater master plans and impact fees are underway. This will result in an updated comprehensive capital improvements plan recommendation and final reports are expected to be available late 2019.

Final Thoughts

It is our hope that this budget document enables City leaders and the residents of the City of Pflugerville to actively participate in the ongoing budgeting and planning process.

We wish to thank all of the City staff members who contributed so much time and effort to the creation of this budget. The budget document could not have been developed without the many hours of dedication spent by staff gathering the information, performing analyses and formatting the document.

City of Pflugerville, Texas Organizational Chart



Fiscal Year 2020 Budget and Tax Rate Adoption Schedule

Schedule for tax rate above lower of effective rate or rollback rate

Tuesday, January 22 City Council meeting	City Council meeting to discuss strategies for the FY20 budget.
Monday, April 15	Peer Review Committee submits recommendation for FY20 proposed full-time positions to City Manager.
Friday, April 19	FY20 Departmental Budget Workbooks, 5 Year Budget Workbooks, and supplemental budget information distributed to departments/ACMs.
Friday, April 19 - Wednesday, May 1	Finance coordinates with departments to prepare FY20 and five year revenue estimates.
Wednesday, May 1	Departments submit completed FY20 Departmental Budget Workbooks, 5 Year Budget Workbooks, and supplemental budget information to Finance.
Wednesday, May 1	Appraiser sends notice of estimated taxable value to City.
Wednesday, May 1 - Tuesday, May 14	FY20 department proposed budget submissions compiled by Finance.
Tuesday, May 14 City Council meeting	City Council review and approval of Capital Improvement Plan (CIP).
Tuesday, May 21 - Friday, May 31	Department meetings with City Manager to discuss proposed department budgets, changes, and additions.
Monday, June 3 - Friday, June 28	Discussions between City Manager, departments and Finance to refine the proposed budget for City Council (as necessary) and proposed budget compiled for City Council.
Friday, June 28	Proposed FY20 budget submitted to City Council, including preliminary property tax rate information.
Monday, July 1	Deadline to submit the proposed budget to City Council, per City Charter.
Tuesday, July 9 City Council meeting	Proposed FY20 budget presented to City Council.
Tuesday, July 23 City Council meeting	City Council work session to discuss the budget, if desired. Discuss and consider the proposed property tax rate for FY20.
Tuesday, July 23	Proposed FY20 budget posted to website.
Thursday, July 25	Finance and Budget Committee meeting to discuss proposed budget.
Tuesday, August 13 City Council meeting	City Council work session to discuss the budget, if desired.
Monday, August 19	Appraisal rolls certified by Chief Appraiser.
Tuesday, August 20	Tax Office calculation of effective and rollback tax rates submitted to jurisdictions for approval prior to publication on September 2.

Fiscal Year 2020 Budget and Tax Rate Adoption Schedule

Schedule for tax rate above lower of effective rate or rollback rate

Friday, August 23	Updated FY20 Proposed Budget posted to website and provided to City Secretary, 30 days before tax rate adoption per Local Government Code.
Tuesday, August 27 City Council Meeting	City Council work session to discuss the budget, if desired. Discuss and consider the proposed property tax rate for FY20. <i>* If proposed rate will exceed the lower of the rollback or effective rate, take action and schedule public hearings.</i>
Thursday, August 29	Finance and Budget Committee meeting to discuss proposed budget.
Monday, September 2	Publication of effective tax rates, fund balances, and debt schedules, unencumbered fund balance, submitted by Travis County, appears in Austin American-Statesman.
Tuesday, September 3	Notice of Proposed Tax Rate and Public Hearings published in Austin American-Statesman and posted to City website per the Local Government Code.
Tuesday, September 3	<ul style="list-style-type: none"> * Notice of Proposed Tax Rate and Public Hearings posted on City website. This should run until adoption of the tax rate. * Notice of Proposed Tax Rate and Public Hearings published on City Access Channel PflTV as a 60-second notice at least five times a day between 7 a.m. and 9 p.m. until adoption of the tax rate.
Wednesday, September 4	Notice of Public Hearing on Budget published in Pflugerville Pflag newspaper and on City website as required by Local Government Code and City Charter.
Tuesday, September 10 City Council meeting	* First Public Hearing on tax increase.
Tuesday, September 17 City Council meeting Special Session	<ul style="list-style-type: none"> * Second Public Hearing on tax increase. At the hearing, schedule and announce meeting to adopt a tax rate 3-14 days following the second public hearing. Public hearing on budget as required by Local Government Code and City Charter.
Tuesday, September 24 City Council meeting	<ul style="list-style-type: none"> Adoption of budget by the City Council by ordinance. Adoption of tax rate by ordinance. * Resolution ratifying the property tax increase.
Wednesday, September 25	<ul style="list-style-type: none"> Adopted tax rate provided to county tax offices. Adopted tax rate ordinance or required language posted to City website.
Friday, September 27	<ul style="list-style-type: none"> Adopted FY20 Budget provided to City Secretary. Adopted FY20 Budget posted to City website.

*Action required due to the Truth-in-Taxation requirements prompted when the proposed tax rate exceeds the lower of the effective rate or rollback rate.

Funds Summary

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Revenues				
General	35,178,473	37,972,145	37,980,280	42,303,873
Utility	32,739,904	33,386,178	34,249,288	34,779,720
Debt Service	11,074,688	11,160,528	11,141,352	12,457,078
General Fund Capital Projects	25,969,153	26,790,500	14,952,993	23,114,000
Utility Fund Capital Projects	8,499,120	36,659,862	3,840,753	78,281,182
Total	\$ 113,461,338	\$ 145,969,213	\$ 102,164,666	\$ 190,935,853

Expenses				
General	34,127,322	37,972,145	36,470,899	42,301,591
Utility	29,284,908	30,589,419	30,011,303	34,220,367
Debt Service	11,074,688	11,101,318	11,141,352	12,457,077
General Fund Capital Projects	25,969,153	26,790,500	14,952,993	20,251,000
Utility Fund Capital Projects	8,499,120	36,659,862	3,840,753	78,281,182
Total	\$ 108,955,191	\$ 143,113,244	\$ 96,417,300	\$ 187,511,217

FY20 Anticipated Beginning Fund Balances

General	\$ 14,800,003
Utility	\$ 21,505,940

Debt Service Fund

	FY18 Actual	FY19 Projected	FY20 Proposed Budget
Revenue			
Property Tax	\$ 9,708,512	\$ 9,778,574	\$ 11,099,432
Payment on PCDC Bonds	768,121	757,338	749,438
TIRZ Payment on Bonds	592,359	595,440	596,585
Total	\$ 11,074,688	\$ 11,141,352	\$ 12,457,078
Expenses			
Debt Service Interest	\$ 5,130,580	\$ 5,319,723	\$ 6,315,506
Debt Service Principal	4,577,932	4,458,851	4,785,549
PCDC Bond Payments	768,121	757,338	749,438
TIRZ Bond Payments	592,359	595,440	596,585
Subtotal	\$ 11,068,992	\$ 11,131,352	\$ 12,447,077
Service Fees	5,696	10,000	10,000
Total	\$ 11,074,688	\$ 11,141,352	\$ 12,457,077
Bond Summary			
2009 Certificates of Obligation	\$ 250,250	\$ 242,000	\$ 231,000
2009 General Obligation Bonds	67,650	65,250	62,850
2010 General Obligation Bonds	110,370	109,330	108,190
2010 Certificates of Obligation	229,473	227,241	225,010
2010 Limited Refunding Bonds	605,184	998,272	991,232
2012 Limited Tax Refunding Bonds	2,139,658	1,791,960	1,808,530
2013 General Obligation Bonds	108,400	106,900	105,400
2013 Certificates of Obligation (PCDC)	236,206	233,206	230,206
2014 Certificates of Obligation (PCDC)	361,081	360,081	358,931
2015 Limited Tax & Refunding Bonds	922,366	926,351	923,860
2015 Certificates of Obligation	496,528	496,495	496,396
2016A Certificates of Obligation	706,500	704,200	706,600
2016B Certificates of Obligation (TIRZ)	215,600	215,600	215,600
2016C Certificates of Obligation (TIRZ)	262,793	260,090	262,035
2016 Limited Tax & Refunding Bonds	2,827,550	2,819,900	2,804,500
2017B Certificates of Obligation (TIRZ)	113,967	119,750	118,950
2017 Limited Tax Bonds	779,483	873,225	865,225
2017 Limited Tax Refunding Bonds	465,100	417,450	426,700
2017 Limited Tax Refunding Bonds (PCDC)	170,833	164,050	160,300
2019 Limited Tax Bonds	-	-	292,701
2019 Certificates of Obligation	-	-	436,993
2020 Proposed debt issuance	-	-	615,868
Total	\$ 11,068,992	\$ 11,131,352	\$ 12,447,077

Outstanding General Fund Debt

Date of Issue/ Type of debt	Amount of issue	Bond Principal Balance as of September 30, 2019	Construction funds remaining to be spent as of September 30, 2019
2009 Tax & Revenue CO's*	\$11,500,000	\$220,000	\$0
The funds from this bond issue were used to fund various street and drainage projects.			
2009 General Obligation	\$3,000,000	\$60,000	\$0
The funds from this bond issue were used to begin funding the expansion of the Pflugerville Public Library.			
2010 General Obligation	\$2,000,000	\$1,680,000	\$0
The funds from this bond issue were used to continue funding of the expansion of the Pflugerville Public Library.			
2010 Tax & Revenue CO's*	\$4,130,000	\$3,450,000	\$0
The funds from this bond issue were used to fund the purchase of infrastructure from New Quest.			
2010 Limited Tax & Revenue Refunding Bonds	\$10,099,200	\$7,900,800	\$0
The funds were used to refinance and partially retire the '01 and '02 CO debt issues.			
2012 Limited Tax & Revenue Refunding Bonds	\$14,982,000	\$8,189,028	\$0
The funds were used to refinance and partially retire the '99 General Obligation bonds and '02-'04 CO debt issues.			
2013 Limited Tax Bonds	\$2,000,000	\$1,725,000	\$0
The funds were used to complete funding of the expansion of the Pflugerville Public Library.			
2013 Tax & Revenue CO's* (PCDC)	\$4,600,000	\$4,050,000	\$0
The funds were used by PCDC for various street and drainage projects including Pfluger Farm Lane.			
2014 Tax & Revenue CO's* (PCDC)	\$4,980,000	\$3,820,000	\$0
The funds were used by PCDC for various street and drainage projects including Impact Way.			
2015 Limited Tax & Refunding Bonds	\$14,027,795	\$12,825,800	\$0
The funds from this bond were used to refinance and retire the '04 and '05 CO debt issues and for various voter approved parks and streets projects.			
2015 Tax & Limited Revenue CO's*	\$8,413,300	\$7,697,250	\$1,615,000
The funds from this bond issue will be used to fund various street, drainage, and park projects.			
2016A Tax & Revenue CO's*	\$8,630,000	\$7,800,000	\$2,688,000
The funds from this bond issue will be used for street, park, facility and police projects.			
2016B Tax & Revenue CO's* (TIRZ)	\$5,940,000	\$5,940,000	\$0
The funds were used for contractual obligations associated with Tax Increment Reinvestment Zone (TIRZ) #1 projects.			
2016C Tax & Revenue CO's* (TIRZ)	\$1,565,000	\$1,095,000	\$0
The funds were used for contractual obligations associated with Tax Increment Reinvestment Zone (TIRZ) #1 projects.			
2016 Limited Tax & Refunding Bonds	\$52,845,000	\$51,320,000	\$830,000
The funds from this bond issue will be used for various voter approved parks and streets projects.			
2017B Tax & Revenue CO's* (TIRZ)	\$2,060,000	\$1,960,000	\$0
The funds were used for contractual obligations associated with Tax Increment Reinvestment Zone (TIRZ) #1 projects.			
2017 Limited Tax Bonds	\$17,355,000	\$16,895,000	\$6,000,000
The funds from this bond issue will be used for various voter approved parks and streets projects.			
2017 Limited Tax Refunding Bonds	\$6,775,000	\$6,400,000	\$0
The funds were used to refinance and partially retire the '09 CO debt issue.			
2017 Limited Tax Refunding Bonds (PCDC)	\$2,010,000	\$1,825,000	\$0
The funds were used to refinance and partially retire the '09A CO debt issue.			
2019 Limited Tax Bonds	\$5,050,000	\$5,050,000	\$4,932,000
The funds from this bond issue will be used for various voter approved streets projects.			
2019 Tax & Revenue CO's*	\$6,941,200	\$6,941,200	\$6,741,000
The funds from this bond issue will be used for various street projects.			
Totals	\$188,903,495	\$156,844,078	\$22,806,000

*Combination Tax and Revenue Certificates of Obligation

Capital Projects

Revenue	FY 2020
Cash Balance Forward	
2015 Combination Tax & Revenue Certificates of Obligation	\$ 1,615,000
2016A Combination Tax & Revenue Certificates of Obligation	2,688,000
2016 Limited Tax & Refunding Bonds	830,000
2017 Limited Tax Bonds	6,000,000
2019 Limited Tax Bonds	4,932,000
2019 Combination Tax & Revenue Certificates of Obligation	6,741,000
Transfer from Travis County Escrow - Weiss Lane	308,000
Total Funding Available	<u>\$ 23,114,000</u>

Expense	
Allocated Funding	
Weiss Lane	\$ 1,885,000
Pfennig Lane	470,000
Wilbarger Creek Park	800,000
Lake Pflugerville	3,800,000
Gilleland Pool Restroom Renovation	450,000
Bohls House Parking Lot	175,000
Stonehill Splash Pad	250,000
Justice Center Parking Lot Expansion	200,000
Colorado Sand Drive	466,000
Kelly Lane Phase 2	829,000
Old Austin-Hutto Road	3,580,000
FM 685/Copper Mine Drive Overpass	338,000
NB FM 685 and Kelly Lane Intersection	732,000
SB FM 685 and Kelly Lane Intersection	589,000
E. Pecan Street at Biltmore Avenue Intersection	490,000
E. Pecan Street Turn Lane at FM 685	220,000
Pecan Street at Heatherwilde Blvd Intersection	363,000
Rowe Lane at SH 130 Northbound Frontage Road	281,000
Pfluger Farm Lane North	625,000
Kelly Lane Phase 3	820,000
Picadilly Drive	404,000
Central Commerce Drive	413,000
Royston Lane	506,000
Melber Lane	360,000
E. Pflugerville Parkway (Colorado Sand to Weiss Lane)	950,000
Bond Project Administration	255,000
Total Estimated Expenses	\$ 20,251,000

Unallocated Funding	<u>\$ 2,863,000</u>
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Unallocated funding will be distributed to projects based on Council approval.

Special Revenue Fund

Special Revenue funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes.

	Balance June 30, 2019
Police Department	
Revenues from state and federal drug seizure funds, donations for National Night Out and Blue Santa, and child safety fees.	\$ 344,221
Municipal Court	
Revenues collected from Court fines legally mandated to be expended for Court technology, security, and efficiency. These funds are expended for the benefit of the Municipal Court.	\$ 138,324
Deutschen Pfest	
Funded by profits from the City's annual Deutschen Pfest, these funds are expended for the benefit of the City's Park programs.	\$ 81,284
PISD Police Department	
These funds are expended for the Pflugerville Independent School District (PISD) Police Department. Based on a service agreement with PISD, all expenditures are reimbursed by the PISD.	\$ -
Hotel Occupancy Tax	
Revenues from hotel occupancy taxes (HOT) are used by the city council for the purpose of advertising and encouraging the growth of tourist and convention activity in the City, including the financial support of the conference (civic) center.	\$ 85,252
Community Development Block Grant	
The US Department of Housing and Urban Development (HUD) has identified the city as a metropolitan entitlement city. This allows the City to receive funds for specific community projects outlined in City Council adopted Action Plans. Funds are received on a reimbursement basis.	\$ -
Public, Education and Governmental (PEG) Access Channel Funds	
PEG Funds are collected from cable providers as part of the franchise payments. PEG funds can only be spent on purchases for PEG facilities as permitted by federal law.	\$ 210,940
Tax Increment Reinvestment Zone (TIRZ) #1	
A TIRZ has been established in accordance with Chapter 311 of the State of Texas Tax Code. TIRZ funds are used to pay direct expenses of the TIRZ, appropriate uses are further outlined in the TIRZ Finance and Project Plans.	\$ 1,094,876
Total	\$ 1,954,897

Escrow Funds Summary

Escrow Funds Summary as of June 30, 2019

Escrow funds are payments from developers in lieu of construction or parkland requirements.
The funds are expended when appropriate City projects are undertaken.

Acct	Account Name	Description	Balance
2023	Regional Detention	Detention fees from various developers to construct regional detention improvements.	\$ 156,807
2033	Parkland	Parkland Development Fees and fees in-lieu of parkland dedication from developers. <i>A portion of these funds are obligated for: Wilbarger Creek Park (\$385,000) and Pfluger Park Restroom (\$18,000); transfer pending final completion of project.</i>	\$ 795,521
2037	Traffic Improvements	Funds received from developers as outlined in Traffic Impact Analysis (TIA) Reports to be used for future traffic improvements. <i>A portion of these funds (\$182,000) are allocated to the Weiss Lane roadway project. A portion of these funds to be spent on future transportation and corridor studies.</i>	\$ 2,783,439
2039	Sidewalk	Fees collected from developers to construct sidewalks. <i>A portion of these funds (\$66,000) are allocated to the sidewalks associated with the Weiss Lane roadway project.</i>	\$ 385,819
2048	Traffic Signal Springbrook Apts	Funds received from developer for future traffic signals as identified by TIA.	\$ 18,900
2070	Weiss Lane Escrow Travis County	Travis County funds for the county's share of the Weiss Lane roadway project, disbursed as project is completed.	\$ 1,437,795
2075	Arista 380 Repayment	Funds received from Arista for irrevocable letter of credit. <i>Effective February 2017, the City Council has authorized these funds to be used to reimburse the City for PCDC Certificate of Obligations debt through 2020.</i>	\$ 1,331,891
2079	Cornerstone 380 ED Infrastructure	Escrow for \$1.0 million infrastructure payment due by Dec. 31, 2020 to Cornerstone at Kelly Lane, LLC per 380 Economic Development agreement.	\$ 834,351
2080	Project North Reimbursement Account	Funds will be used to pay for professional fees incurred in relation to Project North up to a maximum of \$150,000.	\$ 31,294

Total Escrow Funds \$ 7,775,817

General Fund Summary

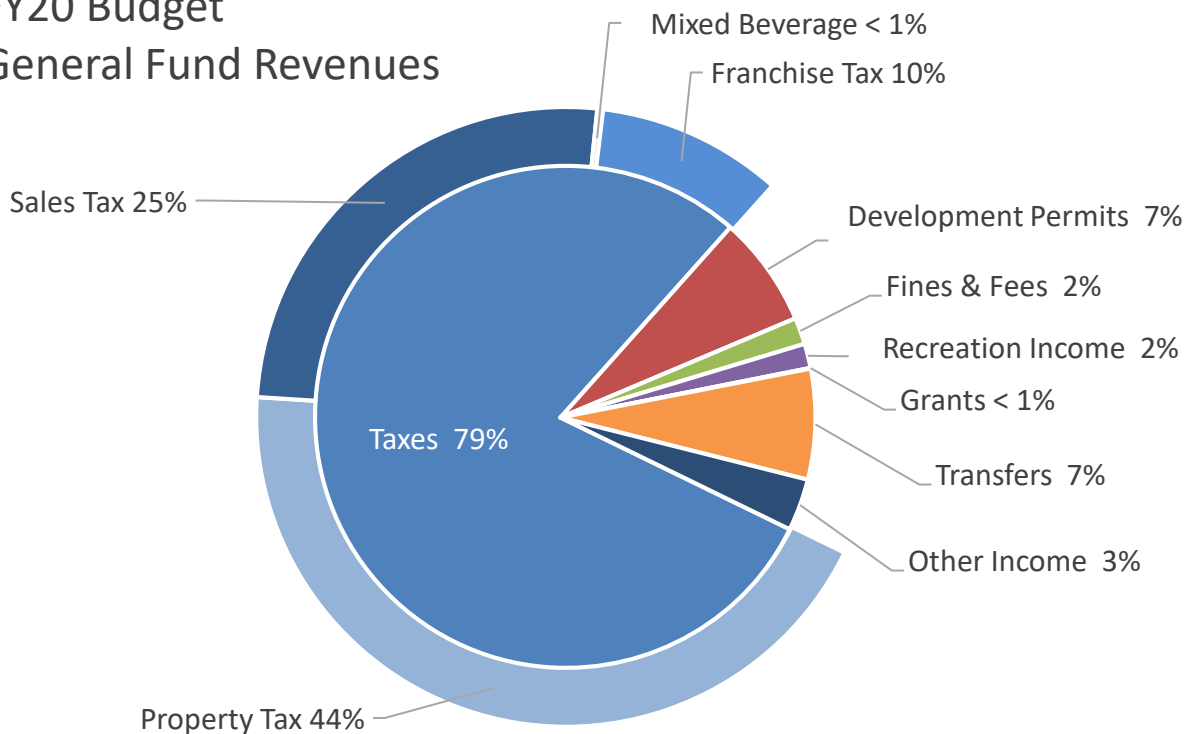
	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget	Change Budget to Budget
Revenues					
General Fund Revenue	35,178,473	37,972,145	37,980,280	42,303,873	
Total	\$ 35,178,473	\$ 37,972,145	\$ 37,980,280	\$ 42,303,873	11.4%
Expenses					
City Managers Office	-	-	-	2,974,544	
Legal Services	400,568	435,000	450,000	457,000	
Finance	-	-	-	1,110,522	
P+C (People + Culture)	-	-	-	743,805	
Communications	-	-	-	699,634	
Information Technology	1,563,301	1,653,674	1,504,590	1,440,603	
Development Serv Admin	530,004	573,251	546,901	1,018,743	
Building	724,669	603,710	645,087	731,395	
Planning	668,216	1,204,788	1,111,133	2,013,624	
Engineering (Dev & CIP)	1,711,934	1,931,871	1,755,010	2,682,023	
Library	1,480,287	1,643,534	1,604,937	1,764,166	
Court	429,790	504,240	422,015	465,315	
Pf Animal Welfare Services	646,507	780,781	735,604	794,895	
Police	13,471,744	13,729,859	13,531,058	14,439,610	
Parks & Recreation	2,442,212	2,711,252	2,640,345	2,542,313	
Parks Operations	1,318,639	1,174,411	1,062,660	1,645,546	
Street & Drainage	4,381,207	5,145,867	5,020,207	5,407,490	
Resource Recovery	-	-	-	468,189	
Fleet	236,095	262,440	245,429	295,337	
Facilities	-	-	-	606,837	
Administration	4,122,149	5,617,467	5,195,924	-	
Total	\$ 34,127,322	\$ 37,972,145	\$ 36,470,899	\$ 42,301,591	11.4%
Revenues over (under) expenses	\$ 1,051,151	\$ -	\$ 1,509,381	\$ 2,282	
			Less: Capital Outlay	\$ (1,319,309)	
			Less: Non-Operating	\$ (1,212,813)	
			Operating Expense	\$ 39,769,469	
			FY20 Beginning Fund Balance	\$ 14,800,003	
			FY20 Reserved Fund Balance (25% of Operating Expenses)	\$ 9,942,367	



General Fund Revenue

	FY18 Actual	FY19 Adopted Budget	FY19 Projected Total	FY20 Proposed Budget	% Budget Change FY19 to 20	% Change FY19 Projected to FY20 Budget
Taxes	\$ 28,528,673	\$29,760,831	\$ 31,044,686	\$33,582,251	13%	8%
Development Permits	2,189,895	2,094,045	2,404,764	2,975,326	42%	24%
Fines & Fees	620,075	696,991	669,292	717,070	3%	7%
Recreation Income	608,192	644,500	650,350	653,850	1%	1%
Grants	202,404	94,542	193,542	18,000	-81%	-91%
Transfers	1,142,130	3,331,533	1,526,485	2,961,576	-11%	94%
Other Income	1,887,104	1,349,703	1,491,161	1,395,800	3%	-6%
Total	\$ 35,178,473	\$37,972,145	\$ 37,980,280	\$42,303,873	11%	11%

FY20 Budget General Fund Revenues



Budget Summary

General Fund revenues are budgeted to increase in FY20 for a variety of reasons. Property tax revenue for operations increases by 13% due to growth in development and property valuations. Further, property taxes comprise less than 50% of all General Fund budgeted revenues. The sales tax budget continues to increase as more commercial establishments open their doors. In FY19, Development Permits revenue is expected to continue to surpass budgeted amounts and the FY20 budget maintains growth in this revenue type. Fines & Fees revenues have stabilized, but remain lower than historic collections as police fines trend downward. Grant revenue projections for FY19 include the receipt of grants for police equipment and PCDC grants for the Main Street Plaza community engagement project. However, FY20 only includes grants awarded to the City at this time. A transfer from fund balance for one-time projects of \$2.2 million was budgeted for FY19, but only \$0.5 million will be necessary due to better than anticipated sales tax, franchise fees, and interest income. A fund balance transfer of \$1.5 million is budgeted for FY20.

General Fund Revenue

		FY18 Actual	FY19 Approved Budget	FY19 Projected Total	FY20 Proposed Budget
Taxes					
3-200-200	Property Taxes	15,679,314	16,946,578	16,848,054	18,528,251
3-200-210	Property Tax Int & Penalty	47,675	-	67,632	-
3-200-220	Sales Tax	8,846,441	9,419,253	10,119,000	10,827,000
3-200-222	Mixed Beverage Tax	99,163	95,000	110,000	127,000
3-200-230	Franchise Tax	3,856,081	3,300,000	3,900,000	4,100,000
	Subtotal	28,528,673	29,760,831	31,044,686	33,582,251
Development Permits					
3-200-240	Building Permits	1,051,023	1,110,237	1,143,544	1,651,384
3-200-241	Subdivision Construction Inspect	408,349	489,250	978,500	1,100,000
3-200-242	Plat Review Fees	421,965	210,512	40,000	78,676
3-200-243	Site Dev Plan Review Fees	180,224	155,201	99,354	102,335
3-200-244	Dev Svcs Technology Fee	29,235	20,695	31,972	32,931
3-200-246	ROW Permit Fees	-	-	-	10,000
3-200-250	Health Inspection Permits	99,100	108,150	111,394	-
	Subtotal	2,189,895	2,094,045	2,404,764	2,975,326
Fines & Fees					
3-200-300	Citations	571,353	653,991	621,292	667,070
3-200-301	Animal Adoptions & Fines	18,123	18,000	18,000	18,000
3-200-605	Library Fee Revenue	30,599	25,000	30,000	32,000
	Subtotal	620,075	696,991	669,292	717,070
Recreation Income					
3-200-400	Reservations	49,342	65,000	61,100	61,100
3-200-420	Pfun Camp	121,797	135,000	130,000	130,000
3-200-421	1849 Park	-	10,000	25,750	29,250
3-200-425	Sports League User Fees	13,445	15,000	25,000	25,000
3-200-426	Recreation Center Income	209,897	195,000	200,000	200,000
3-200-427	Athletics Program Income	3,416	4,000	4,000	4,000
3-200-430	Special Events Income	17,416	19,500	19,500	19,500
3-200-440	Pool Income	146,090	170,000	150,000	150,000
3-200-726	P & R Facilities Rental	46,788	31,000	35,000	35,000
	Subtotal	608,192	644,500	650,350	653,850

General Fund Revenue

		FY18 Actual	FY19 Approved Budget	FY19 Projected Total	FY20 Proposed Budget
Grants					
3-200-351	PCDC Grants	90,000	13,000	100,000	-
3-200-357	Federal Vest Grant	-	12,578	12,578	18,000
3-200-366	Police Grants	111,254	68,964	80,964	-
3-200-370	Library Grants	1,150	-	-	-
	Subtotal	202,404	94,542	193,542	18,000
Transfers					
3-200-750	Transfer from Utility	750,000	750,000	750,000	1,202,000
3-200-722	Trsf from SR - MC Technology	8,608	25,800	25,647	21,500
3-200-722	Trsf from SR - MC Security	24,629	18,247	18,263	18,263
3-200-722	Trsf from SR - MC Efficiency	11,135	9,800	3,946	3,675
3-200-722	Trsf from SR - Child Safety	31,501	48,129	48,129	48,138
3-200-722	Trsf from SR - HOT	-	5,000	-	-
3-200-723	Transfer from Park Escrow	35,340	-	-	-
3-200-725	Trsf from Bond Proceeds	280,916	180,500	180,500	168,000
3-200-900	Fund Balance Transfer	-	2,294,057	500,000	1,500,000
	Subtotal	1,142,130	3,331,533	1,526,485	2,961,576
Other Income					
3-200-325	Towing Revenue	29,526	26,000	14,000	27,300
3-200-350	PISD PD Service Fees	367,897	354,509	370,677	250,000
3-200-410	Donations - Library	9,410	-	11,100	-
3-200-412	Donations - Parks	12,090	-	8,100	-
3-200-414	Donations - Police	1,100	-	100	-
3-200-415	Donations - Animal Shelter	2,198	-	5,600	-
3-200-690	Intergovernmental Revenue	-	195,000	66,673	198,000
3-200-695	TIRZ #1 Reimbursement ¹	237,960	299,194	308,600	319,500
3-200-710	Interest Income	387,992	400,000	540,500	500,000
3-200-720	Miscellaneous Income	119,530	60,000	61,228	59,000
	Purchasing Rebates	-	-	38,086	12,000
3-200-729	Insurance claim revenue	18,153	-	25,897	15,000
3-200-850	Sale of Fixed Assets	55,968	15,000	40,600	15,000
3-200-899	Infrastructure Fees	645,280	-	-	-
	Subtotal	1,887,104	1,349,703	1,491,161	1,395,800
	Total Revenue	\$ 35,178,473	\$ 37,972,145	\$ 37,980,280	42,303,873

¹ Includes administrative fee and per residence service payments.

Property Tax

CERTIFIED VALUATIONS

	<u>Effective Rate</u>	<u>Rollback Rate</u>	<u>Proposed Rate</u>
Net Appraised Value	\$ 6,197,966,170	\$ 6,197,966,170	\$ 6,197,966,170
Tax Rate (cents/\$100)	0.4737	0.5045	0.5045
Net Tax Revenue	\$ 29,318,766	\$ 31,227,739	\$ 31,227,739

Assumes 100% collection rate and \$41,000 collection fees

<u>Rate Distribution</u>			
Operations & Maintenance O&M	0.2865	0.3173	0.3173
Debt Service I & S	0.1872	0.1872	0.1872
Total	0.4737	0.5045	0.5045

<u>Funding Distribution</u>				
General Fund	O & M	\$ 16,717,105	\$ 18,528,251	\$ 18,528,251
TIRZ #1 Fund	O & M	\$ 1,504,574	\$ 1,602,401	\$ 1,602,401
Debt Service	I & S	\$ 11,097,087	\$ 11,097,087	\$ 11,097,087
Total		\$ 29,318,766	\$ 31,227,739	\$ 31,227,739

\$0.01 of tax rate = \$619,797 property tax revenue

Average residential home taxable value in FY20 = \$ 254,485

Average residential home taxable value in FY19 = \$ 241,037

Effective Rate The tax rate required to produce the same amount of tax revenue for the current fiscal year as the previous fiscal year.

Rollback Rate The maximum rate allowed by law without voter approval. The rollback rate calculation includes an eight (8%) percent increase on the prior year operations and maintenance rate plus the amount necessary to cover debt service.

Proposed Rate The rate proposed for the upcoming tax year. This is the rate in the budget on which all property tax revenue estimates are based.

Approved Rate The rate approved by City Council.

**City of Pflugerville
Tax Levies, Rates, and Values**

Fiscal Year	M & O Rate	I & S Rate	Total Rate	Taxable Value*	Tax Levy	Average Residential Value
2000-2001	0.4291	0.2133	0.6424	758,849,420	4,874,849	124,242
2001-2002	0.4218	0.2081	0.6299	950,667,129	5,988,252	139,218
2002-2003	0.3986	0.2313	0.6299	1,171,638,331	7,380,150	153,059
2003-2004	0.4175	0.2242	0.6417	1,199,210,222	7,695,332	147,070
2004-2005	0.4372	0.2028	0.6400	1,310,450,828	8,386,885	150,056
2005-2006	0.4199	0.2151	0.6350	1,408,716,503	8,945,350	155,391
2006-2007	0.4125	0.2115	0.6240	1,515,913,575	9,459,301	157,990
2007-2008	0.4236	0.1954	0.6190	1,892,441,147	11,714,211	164,904
2008-2009	0.4371	0.1769	0.6140	2,489,169,600	15,283,501	170,870
2009-2010	0.4114	0.1976	0.6090	2,624,009,352	15,980,217	172,444
2010-2011	0.4101	0.1939	0.6040	2,781,357,612	16,799,400	161,948
2011-2012	0.3937	0.2053	0.5990	2,803,692,319	16,794,117	159,329
2012-2013	0.3946	0.1994	0.5940	2,830,601,908	16,813,775	152,384
2013-2014	0.3851	0.1885	0.5736	3,019,457,851	17,319,610	159,312
2014-2015	0.3700	0.1636	0.5336	3,434,886,438	18,328,554	172,045
2015-2016	0.3665	0.1740	0.5405	3,866,723,695	20,899,642	187,672
2016-2017	0.3526	0.1873	0.5399	4,402,435,988	23,768,752	206,287
2017-2018	0.3345	0.2054	0.5399	4,931,129,265	26,623,167	224,485
2018-2019	0.3169	0.1807	0.4976	5,625,974,572	27,994,849	241,037
2019-2020	0.3173	0.1872	0.5045	6,197,966,170	31,268,739	254,485

*Includes value of TIRZ #1 area.



City of Pflugerville, Texas

General Fund Pro Forma - FY20

08/23/2019

Tax Rate: FY20 - 8% Rollback, estimated 3.5% Rollback Rate remaining years

DRAFT 2

1¢ ≈ \$ 619,797

Notes on back of page

		FY 19 Projected		FY 20 Proposed		FY 21 Estimated		FY 22 Estimated		FY 23 Estimated		FY 24 Estimated
Certified Appraised taxable value	13.5%	\$ 5,594,884,443	10.8%	\$ 6,197,966,170	5.9%	\$ 6,563,646,174	6.0%	\$ 6,957,464,944	5.6%	\$ 7,347,082,981	5.4%	\$ 7,743,825,462
Property tax rate (in cents per \$100) ¹	-4.23¢	0.4976	0.69¢	0.5045	-2.26¢	0.4819	-1.43¢	0.4676	-1.17¢	0.4559	-1.01¢	0.4458
Estimated Debt Rate	-12%	0.1807	4%	0.1872	-6%	0.1754	-6%	0.1652	-6%	0.1561	-6%	0.1473
Estimated O&M Rate	-5.3%	0.3169	0.1%	0.3173	-3.4%	0.3065	-1.3%	0.3024	-0.9%	0.2998	-0.4%	0.2985
Property tax revenue	4.6%	27,805,145	12.3%	31,227,739	1.2%	31,587,211	2.9%	32,488,106	3.0%	33,448,351	3.1%	34,472,974
Property tax revenue for debt service	0%	\$ 9,719,773	14%	\$ 11,097,087	-1%	\$ 10,955,527	0%	\$ 10,908,780	0%	\$ 10,874,486	0%	\$ 10,833,836
Debt service expense (existing debt only)	0%	(9,708,512)	8.0%	(10,485,187)	-0.8%	(10,406,169)	-3.0%	(10,098,125)	-0.3%	(10,064,262)	-0.4%	(10,022,256)
Debt service expense- Proposed Debt ²				(615,868)		(753,888)		(1,060,245)		(1,060,245)		(1,060,245)
TIRZ property value above base ³	20%	(248,657,130)	28%	(317,621,639)	11%	(354,086,966)	8%	(380,724,126)	2%	(388,879,186)	1%	(394,044,946)
Value of New property w/in TIRZ		32,728,615		47,586,691		36,465,327		26,637,160		8,155,060		5,165,760
TIRZ Property Tax Expense		\$ 1,237,318		\$ 1,602,401		\$ 1,706,345		\$ 1,780,266		\$ 1,772,900		\$ 1,756,652
Property tax revenue for operations	7.1%	16,848,054	10%	18,528,251	2%	18,925,339	5%	19,799,060	5%	20,800,965	5%	21,882,486
Other general fund revenues	8.0%	21,132,226	5.4%	22,275,622	6.4%	23,703,042	-0.4%	23,619,264	4.7%	24,722,213	2%	25,315,256
Budgeted Transfer from Fund Balance				1,500,000								
Total revenue for operations	7.6%	37,980,280	11.4%	42,303,873	0.8%	42,628,381	1.9%	43,418,323	4.8%	45,523,178	4%	47,197,742
Expense for operations & maintenance	4.2%	(33,722,812)	17.9%	(39,769,469)	5.1%	(41,786,647)	3.2%	(43,128,434)	3.5%	(44,617,878)	1.8%	(45,430,553)
Expense for economic development (excluding TIRZ) ⁴		(1,072,503)		(1,212,813)		(1,515,314)		(1,698,472)		(1,777,495)		(1,744,134)
Expense for capital outlay ⁴		(1,675,584)		(1,319,309)		(1,909,200)		(1,634,980)		(1,630,540)		(1,657,540)
Total expense for operations	6%	(36,470,899)	16.0%	(42,301,591)	6.9%	(45,211,161)	2.8%	(46,461,886)	3.4%	(48,025,913)	1.7%	(48,832,227)
Fiscal Year net revenue (loss)		1,509,381		2,282		(2,582,780)		(3,043,563)		(2,502,735)		(1,634,485)
Transfer from Fund Balance ²		(500,000)		(1,500,000)				-		-		-
Less: Possible Land Acquisitions		(1,000,000)										
Transfer to Vehicle Replacement Reserve ^{5 3}		(900,000)										
Fund balance forward		14,800,003		13,302,285		10,719,505		7,675,942		5,173,207		3,538,722
as a % of Operating Expense ⁶		43.9%		33.4%		25.7%		17.8%		11.6%		7.8%
Charter requirement of 25% reserve		8,430,703		9,942,367		10,446,662		10,782,109		11,154,469		11,357,638
Policy requirement reserve (3% or \$1 mil max)		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000
Total Reserve requirements		\$ 9,430,703		\$ 10,942,367		\$ 11,446,662		\$ 11,782,109		\$ 12,154,469		\$ 12,357,638
Available fund balance		5,369,300		2,359,918		(727,157)		(4,106,166)		(6,981,262)		(8,818,916)
Population Growth Projections ⁷	16.3%	71,200	4.9%	74,700	5.0%	78,300	4.6%	81,900	4.4%	85,500	4.2%	89,100
Projected Commercial/Retail Growth	1.0%		1.0%		1.0%		1.0%		1.0%		1.0%	

Notes on back of page

Notes:

- ¹ FY20 tax rate is an 8% Rollback Rate based on *certified* appraised taxable values.
- ² Proposed debt includes only: (a) debt authorized from the 2018 bond election (\$15.9 million unissued as of May 2019) and
(b) 2018 Council approved Certificate of Obligation road projects (\$2.0 million unissued as of May 2019).
- ³ The annual estimated values of the TIRZ are provided by the project plan.
- ⁴ Capital Outlay and Economic Development Incentives are not included in the calculation of the 25% operating reserve.
- ⁵ Vehicle Replacement Reserve is used to fund purchases of replacement vehicles and mobile equipment and funded by a transfer from fund balance.
- ⁶ Per City Charter - fund balance as a % of Operating Expense must equal or exceed 25% for the adopted budget.
- ⁷ Population estimates provided by City Planning Department.

City Manager's Office
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

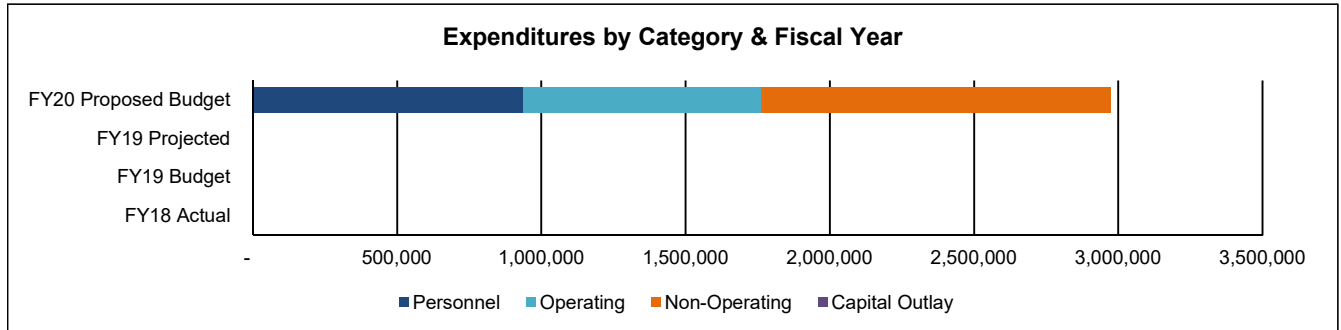
Department Description

The City Manager is responsible for the administration of municipal affairs and oversees the day-to-day operations. The City Manager prepares recommendations and implements the policy direction approved by the Mayor and City Council. The City Secretary's Office is located with the City Manager's Office. The City Secretary provides administrative support to the City Manager and oversees the City's agendas and minutes, resolutions and ordinances, elections, open records and records management program.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	936,842	N/A	N/A
Operating	-	-	-	824,889	N/A	N/A
Non-Operating	-	-	-	1,212,813	N/A	N/A
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 2,974,544	N/A	N/A



FY20 Budget Highlights

Category	Item	Amount
General	City Manager's Office Separated from Administration Department	-
Equity	Compensation and Classification Equity Adjustments	16,994
Personnel	City Intern	15,894
Operating	Increase in Public Transportation Services for Pilot Program	276,810

City Manager's Office

100 East Main Street | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6100 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Fostered citizen engagement through the implementation of the following programs: PF101, Youth Advisory Council, and State of the City.
- ☒ Increased employee engagement and communications through City committees, employee coffee with the City Manager program, the use of Slack, and a facilitated management team retreat.
- ☒ Recommended and City Council provided direction to develop new City Hall facilities in the downtown area to stimulate investment and retain a sense of place for citizens.
- ☒ Appointed Records Management liaisons for each department and established position duties.

FY20 Goals

- ☐ Continue to foster citizen engagement through the continuation and implementation of programs that educate, inspire, and highlight our City.
- ☐ Continue to foster employee engagement, satisfaction, and excellence in public service.
- ☐ Continue with initiatives and plans to develop new City Hall facilities in the downtown area to stimulate investment and retain a sense of place for citizens.
- ☐ Create a training program for Records Liaisons, schedule regular records trainings and complete a city-wide records inventory.
- ☐ Initiate placemaking projects within the community to create public spaces that promote interaction, health, and well-being.
- ☐ Identify opportunities for the City to be fiscally sustainable throughout time by reviewing the City's development patterns, revenues, and service costs.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Number of Open Records Requests Processed	1,200	1,250	1,300
Number of Records Trainings Held	0	0	3

City Manager's Office
100 East Main Street | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6100 | pflugervilletx.gov

Staffing

Position ¹	FY18 Approved	FY19 Approved	FY20 Proposed
City Manager	0	0	1
Assistant City Manager (ACM)	0	0	2
City Secretary	0	0	1
Deputy City Secretary	0	0	1
City Intern (Part-Time)	0	0	1
Total Positions	0	0	6

¹ All City Manager's Office positions were separated from the Administration Department to form a new department beginning in FY20.

City Manager's Office Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-200-000	Salaries				641,056
	New Personnel/Promotions				15,894
	Equity				16,994
4-200-005	Overtime				500
4-200-006	Overtime- Pfestivals				500
4-200-015	Employee Retirement				89,053
4-200-016	Contractual Retirement Contribution				17,244
4-200-020	Social Security/Medicare				42,851
4-200-030	Workers Compensation				690
4-200-040	Employee Insurance				40,990
4-200-050	Unemployment Tax				1,350
4-200-085	Merit Increases				69,720
	Total Personnel	-	-	-	936,842
	Operating				
4-200-180	Election Expense				50,000
4-200-195	Other Professional Fees				223,000
4-200-196	Public Transportation Services				336,810
4-200-310	Communications				7,400
4-200-410	Training and Education				25,000
4-200-415	Council				30,000
4-200-416	State of the City				1,000
4-200-430	Office Supplies				5,000
4-200-432	Custodial Supplies				400
4-200-440	Small Tools/Equipment				7,000
4-200-450	Advertising				4,000
4-200-455	Printing and Records				500
4-200-460	Memberships/Dues (Department)				7,835
4-200-461	City Partnerships				43,744
4-200-465	Rentals/Leases (Copiers)				4,500
4-200-480	Other Operating Expenses				10,000
4-200-510	Maintenance Contracts				15,700
4-200-697	Community Engagement				50,000
4-200-698	Community Programs: PF101				3,000

City Manager's Office Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Total Operating		-	-	-	824,889
Non-Operating					
4-200-901	Economic Incentives				1,212,813
Total Non-Operating		-	-	-	1,212,813
Capital Outlay					
4-200-700	Equipment				-
Total Capital Outlay		-	-	-	-
Total Expense		-	\$ -	-	\$ 2,974,544

**City Manager's Office
New Personnel**

Position	Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
City Intern	14,500	-	1,109	270	15.14	-	15,894
Totals	\$ 14,500	\$ -	\$ 1,109	\$ 270	\$ 15	\$ -	\$ 15,894
Total							\$ 15,894

**City Manager's Office
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Additional Consulting Services ¹				200,000
Code Updates				3,000
Parcel Surveys/Appraisals				20,000
Total	\$ -	\$ -	\$ -	\$ 223,000

¹ Includes bond facilitation and downtown planning.

**City Manager's Office
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
City Manager					
AICP/APA (Planning Associations)	Indiv (1)				800
City Manager Study Group	Indiv (1)				100
International Council of Shopping Centers (ICSC)	Indiv (2)				150
International City Managers Assoc. (ICMA)	Indiv (3)				3,600
Texas Economic Development Council	Indiv (1)				500
Texas City Managers Assoc. (TCMA)	Indiv (4)				2,000
City Secretary					
ARMA (Records Management)	Indiv (1)				215
Capital City Chapter of Municipal Clerks	Indiv (2)				60
International Institute of Municipal Clerks (IIMC)	Indiv (1)				210
Texas Municipal Clerks Association	Indiv (2)				200
Total		\$ -	\$ -	\$ -	\$ 7,835

**City Manager's Office
City Partnerships (4461)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Community Advancement Network	City-wide				500
CAMPO (Capital Area Metropolitan Planning Organization)	City-wide				3,200
CAPCOG (Capital Area Council of Govs)	City-wide				7,200
CAPCOG - Air Quality	City-wide				10,544
Greater Pflugerville Chamber of Commerce (GPCC)	City-wide				10,000
Strategic Government Resources (SGR)	City-wide				300
Texas Municipal League (TML)	City-wide				12,000
Total		\$ -	\$ -	\$ -	\$ 43,744

**City Manager's Office
Maintenance Contracts (4510)**

Equipment/Software	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Agenda Review Software	1 year	City Hall				11,000
Open Records Request Mgmt	1 year	Suite 300				4,700
Total			\$ -	\$ -	\$ -	\$ 15,700

Legal Services

100 East Main Street | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6100 | pflugervilletx.gov

Department Description

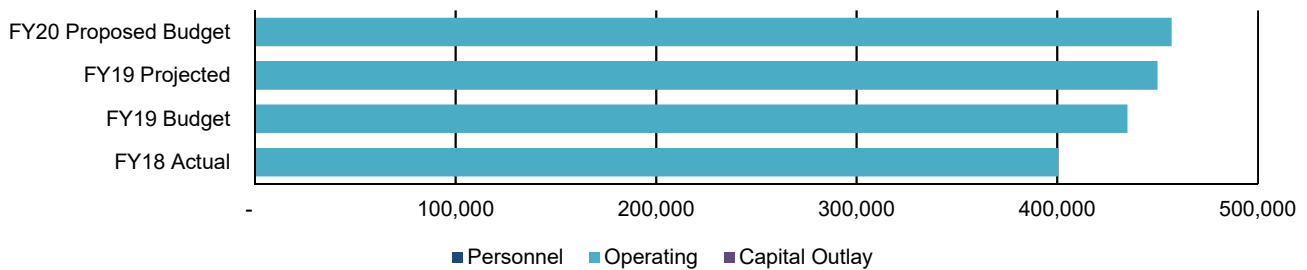
Legal Services accounts for contracted legal services provided to the City for the management of various legal affairs, including: providing legal advice to the City Council, boards, commissions and City departments; real estate matters including acquisitions, dispositions, and trades; and review of contracts, resolutions, and ordinances to ensure compliance with federal, state, and local law.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	-	N/A	N/A
Operating	400,568	435,000	450,000	457,000	5%	2%
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ 400,568	\$ 435,000	\$ 450,000	\$ 457,000	5%	2%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
None	None	-



Legal Services Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Operating					
4-201-110	General Legal Fees	324,545	340,000	360,000	357,000
4-201-111	Prosecutor Fees	50,329	65,000	50,000	60,000
4-201-112	FOIA Fees	25,694	30,000	40,000	40,000
Total Operating		400,568	435,000	450,000	457,000
Total Expense		\$ 400,568	\$ 435,000	\$ 450,000	\$ 457,000



Finance Department
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

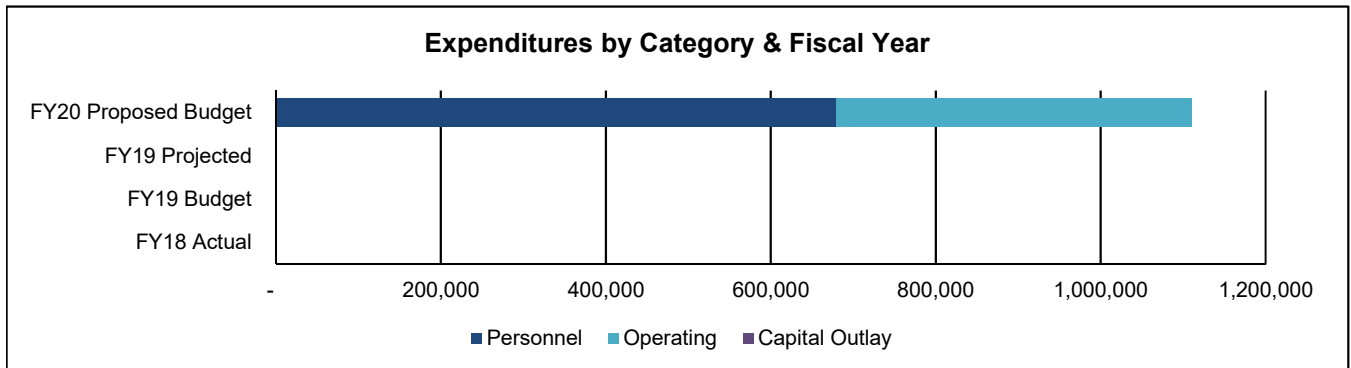
Department Description

The Finance Department delivers quality financial services to City of Pflugerville citizens and staff. The Finance Department acts as the point of contact for all financial services, including: preparing annual City budget and financial statement documents; completing bi-weekly employee payroll; maintaining records of daily transactions; processing payments for vendors of the City; and providing assistance to customers needing utility services, including water, sewer, and solid waste.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	679,275	N/A	N/A
Operating	-	-	-	431,247	N/A	N/A
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 1,110,522	N/A	N/A



FY20 Budget Highlights

Category	Item	Amount
General	Finance separated from Administration Department	-
Equity	Compensation and Classification Equity Adjustments	9,743
Operating	Financial Software Consultant	100,000
Operating	Budget Software	18,000

Finance Department
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Received Government Finance Officers Association (GFOA) awards for budget and financial reporting.
- ☒ Created procurement card policies and procedures in advance of program implementation.
- ☒ Competitively selected a Municipal Financial Advisor to guide the City in the issuance of debt obligations and other financial products.
- ☒ Created a Debt Management policy to provide a framework for the City's debt program.

FY20 Goals

- ☐ Implement procurement card program and train card users to streamline purchasing and vendor payment processes.
- ☐ Complete reporting requirements to continue receiving budget and financial reporting awards.
- ☐ Maintain or strengthen the financial status of the City with outside sources, such as rating agencies, investors, and other governmental agencies by providing accurate and timely financial information.
- ☐ Identify financial software needs, with the assistance of a consultant, for future software procurement.
- ☐ Strengthen overall municipal finance knowledge throughout the City through trainings.
- ☐ Identify financial opportunities for reinvestment in Downtown.
- ☐ Analyze and embrace challenges created by Senate Bill 2.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Number of Utility Bills Processed	291,347	305,914	321,500
% of Utility Bills Paid Electronically or by Draft	92.6%	93.0%	94.0%
% of Utility Bills Provided Electronically (E-Bills)	47.0%	48.0%	49.0%
Number of Municipal Finance Trainings	0	0	4

Finance Department
100 East Main Street | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6100 | pflugervilletx.gov

Staffing

Position¹	FY18 Approved	FY19 Approved	FY20 Proposed
Finance Director	0	0	1
Assistant Finance Director	0	0	1
Budget Analyst	0	0	1
Senior Accountant	0	0	1
Accountant	0	0	1
Accounting/Payroll Technician	0	0	1
Purchasing Coordinator	0	0	1
Accounts Payable Technician	0	0	1
Total Positions	0	0	8

¹ Finance positions were separated from the Administration Department to form a new department beginning in FY20.

Finance Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-200-000	Salaries				478,968
	Equity				9,743
4-200-005	Overtime				700
4-200-006	Overtime- Pfestivals				700
4-200-015	Employee Retirement				66,627
4-200-020	Social Security/Medicare				36,748
4-200-030	Workers Compensation				517
4-200-040	Employee Insurance				65,584
4-200-050	Unemployment Tax				2,160
4-200-085	Merit Increases				17,528
	Total Personnel	-	-	-	679,275
	Operating				
4-200-140	Appraisal Fees				130,000
4-200-150	Auditor Professional Fees				47,500
4-200-195	Other Professional Fees				138,400
4-200-310	Communications				500
4-200-400	Postage				20,000
4-200-410	Training and Education				15,000
4-200-420	Insurance				800
4-200-430	Office Supplies				4,200
4-200-432	Custodial Supplies				400
4-200-440	Small Tools/Equipment				5,000
4-200-450	Advertising				1,000
4-200-455	Printing and Records				10,000
4-200-460	Memberships/Dues				1,455
4-200-465	Rentals/Leases (Copiers)				3,000
4-200-480	Other Operating Expenses				7,500
4-200-510	Maintenance Contracts				46,492
	Total Operating	-	-	-	431,247

Finance Department Expense

FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
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Capital Outlay

4-200-700	Equipment						-
Total Capital Outlay		-	-	-	-	-	-
Total Expense		-	\$ -	\$ -	-	\$ -	1,110,522

**Finance Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Bank Fees				27,000
Bond Arbitrage Calculations				5,900
Financial Software Consultant				100,000
W-2 & 1099 Processing				5,500
Total	\$ -	\$ -	\$ -	\$ 138,400

**Finance Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
CenTex Chapter American Payroll Assoc.	Indiv (1)				45
Govt. Finance Officers Assoc. (GFOA)	Indiv (3)				595
Govt. Finance Officers Assoc. of Texas (GFOAT)	Indiv (4)				520
Texas Comptroller (Purchasing Co-op)	City-wide				100
Texas Public Purchasing Association (TPPA)	Indiv (1)				75
TX State Board of Public Accountancy (CPA Lic.)	Indiv (2)				120
Total		\$ -	\$ -	\$ -	\$ 1,455

**Finance Department
Maintenance Contracts (4510)**

Equipment/Software	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Budget Software	1 year	City Hall				18,000
Finance Software	1 year	Suite 100				23,492
Zactax Subscription	1 year	City Hall				5,000
Total			\$ -	\$ -	\$ -	\$ 46,492

People and Culture (P+C)

203 West Main Street, Suite C | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6175 | pflugervilletx.gov

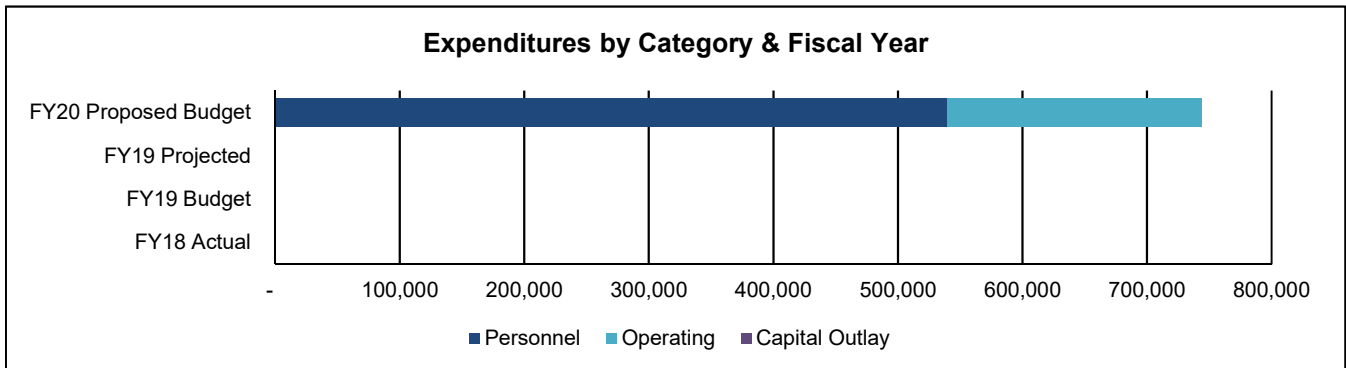
Department Description

People and Culture is a cohesive, collaborative team of professionals committed to creating an ethics-based trusting, healthy, and positive work environment in order to assist in accomplishing the City's goals and objectives. People and Culture strives to attract and retain a diverse group of people who share in the City's vision.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	539,525	N/A	N/A
Operating	-	-	-	204,280	N/A	N/A
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 743,805	N/A	N/A



FY20 Budget Highlights

Category	Item	Amount
General	People and Culture Separated from Administration Department	-
Equity	Compensation and Classification Equity Adjustments	6,178

People and Culture (P+C)

203 West Main Street, Suite C | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6175 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Completed an employee compensation and classification study.
- ☒ Conducted an employee engagement survey.
- ☒ Revitalized employee committee activity through the creation of the following committees: Unbeatable, Wellness, Safety, Pfun, Benefits, and Performance Evaluation.
- ☒ Reviewed and updated the City Employee Handbook.
- ☒ Published a request for proposal (RFP) for benefits consulting and broker firm.

FY20 Goals

- ☐ Manage employee engagement initiatives, focusing on implementing feedback from results of the FY19 employee engagement survey.
- ☐ Develop and create a framework of standard operating procedure for the P+C.
- ☐ Review Health Insurance Portability and Accountability Act (HIPPA) policy and strategies to ensure compliance, ensure the department completes retraining, and evaluate communications for Protected Health Information notifications.
- ☐ Design a streamlined recruiting process that simplifies the hiring process for managers and department heads.
- ☐ Develop leadership training and development strategies with the intent to align with succession planning.
- ☐ Revise employee performance evaluation process in conjunction with compensation and classification structures.
- ☐ Partner with the City Manager's Office to kick-off the P+C portion of the paperless City project.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Input			
Number of Non-Seasonal Employees	*	388	378
Number of Seasonal Employees	*	130	130
Output			
Number of Pfun Committee Events Held	*	6	6
Number of Trainings Hosted	*	20	24
Number of Sick Leave Pool Requests Heard	*	5	5
Number of Worker's Compensation Claims Processed	60	60	60
Efficiency			
Average Number of Days to Fill a Posted Job Vacancy	*	*	40
Effectiveness			
Percentage of Employee Committees Fully Staffed	*	100.0%	100.0%
Number of Employees Taking Advantage of Tuition Reimbursement	8	10	8
Percent of City Staff Participation in the Flue Shot Clinic	*	27.6%	29.1%
Percent of City Staff Participation in the Biometric Screening Offering	*	8.0%	19.8%
EAP Offering Utilization	9.9%	10.8%	10.5%
Average Tenure of Employees (Years)	*	6.4	6.5
Turnover Rate ²	0.16	0.22	0.16

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

² In FY19, 21 PfISD officers moved from the Pflugerville Police Department to the Independent School District.

People and Culture (P+C)

203 West Main Street, Suite C | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6175 | pflugervilletx.gov

Staffing

Position ¹	FY18 Approved	FY19 Approved	FY20 Proposed
P+C Director	0	0	1
P+C Generalist	0	0	1
P+C Coordinator	0	0	1
P+C Assistant	0	0	1
Total Positions	0	0	4

¹ All P+C positions were separated from the Administration Department to form their own department beginning in FY20.

**People and Culture (P+C)
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-200-000	Salaries				256,891
	Equity				6,178
4-200-005	Overtime				500
4-200-006	Overtime- Pfestivals				500
4-200-010	Employee Incentives				4,000
4-200-015	Employee Retirement				36,324
4-200-020	Social Security/Medicare				20,035
4-200-030	Workers Compensation				282
4-200-040	Employee Insurance				32,792
4-200-042	Employee Wellness Program				72,500
4-200-045	EFA Claim Reimbursement				100,000
4-200-050	Unemployment Tax				1,080
4-200-085	Merit Increases				8,443
Total Personnel		-	-	-	539,525
Operating					
4-200-195	Other Professional Fees				103,650
4-200-310	Communications				1,000
4-200-410	Training and Education				8,200
4-200-412	Management Development				20,000
4-200-420	Insurance				200
4-200-430	Office Supplies				2,000
4-200-432	Custodial Supplies				400
4-200-440	Small Tools/Equipment				2,000
4-200-455	Printing/Forms/Records				500
4-200-460	Memberships/Dues				1,430
4-200-465	Rentals/Leases (Copiers)				3,000
4-200-480	Other Operating Expenses				8,000
4-200-481	Employee Appreciation				30,000
4-200-510	Maintenance Contracts				23,900
Total Operating		-	-	-	204,280

People and Culture (P+C) Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Capital Outlay					
4-200-700	Equipment				-
Total Capital Outlay		-	-	-	-
Total Expense		-	-	-	743,805

People and Culture (P+C)
Other Professional Fees (4195)

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Background Checks				5,500
COBRA				2,900
Confidential Record Storage				1,200
Drug Screening/Physicals				20,000
Employee Assistance Program				12,300
FSA & EFA Program Admin Fees				5,750
Health Insurance Broker				55,000
Multi-Lingual Testing				1,000
Total	\$ -	\$ -	\$ -	\$ 103,650

People and Culture (P+C)
Memberships (4460)

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Capital City Chapter of Municipal Clerks	Indiv (1)				30
International Public Management Assoc. for HR	Indiv (1)				410
Society for HR Management (SHRM)	Indiv (3)				570
Texas Municipal Clerks Association	Indiv (1)				100
Texas Municipal HR Assoc. (TMHRA)	Indiv (4)				320
Total		\$ -	\$ -	\$ -	\$ 1,430

People and Culture (P+C)
Maintenance Contracts (4510)

Equipment/Software	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Docusign	1 year	Suite 100				4,000
HR Affordable Care Act (ACA) Software	1 year	City Hall				17,500
i applicants (tracking)	1 year	Suite 100				2,400
Total			\$ -	\$ -	\$ -	\$ 23,900

Communications Department
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

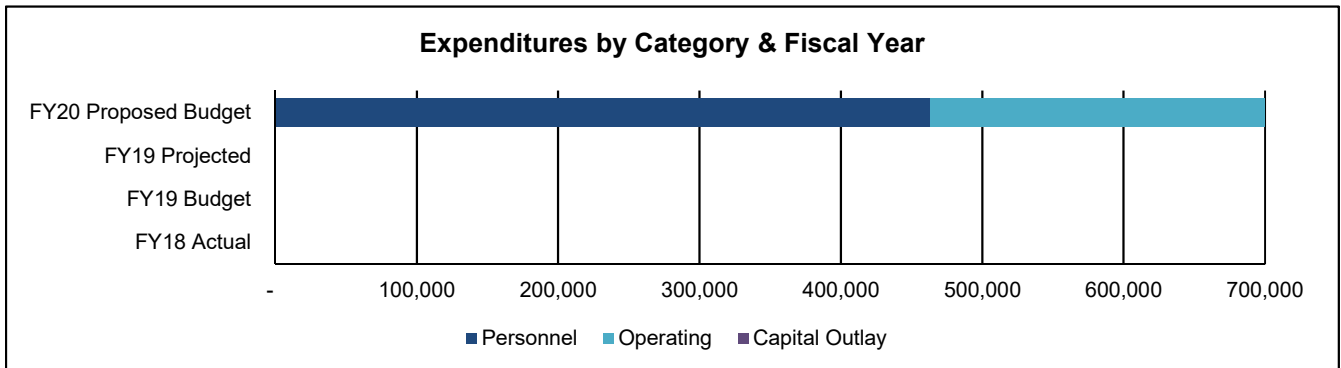
Department Description

The Communications Department ensures that the City's key messages reach the community. The Communications Department manages the City's website, social media accounts, special events and public access channel, PFTV. The Department also provides outreach to the community regarding the actions of the City Council and the City.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	463,079	N/A	N/A
Operating	-	-	-	236,555	N/A	N/A
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 699,634	N/A	N/A



FY20 Budget Highlights

Category	Item	Amount
General	Communications Department Separated from Administration Department	-

Communications Department
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Enhanced Customer Experience through the launch of the Chat Now feature on Pflugervilletx.gov.
- ☒ Began a monthly utility bill insert, *The Pflyer*, of which approximately 143,000 copies were sent in FY19.
- ☒ Printed and mailed the *Year in Review* to approximately 25,000 citizens.
- ☒ Launched a stand-alone Pflugerville Police website.
- ☒ Established licensed trademarks for the City logo, the Pf Oval, the City Seal, and the phrase "Between a Rock and a Weird Place"™.
- ☒ Claimed 42 locations on Google Maps/Businesses, including all Pflugerville parks and City offices.
- ☒ Migrated websites for Deutschen Pfest, Pfirecracker Pfestival, and Pfall Chili Pfest to a more robust server environment.
- ☒ Won the following awards at the Texas Association of Municipal Information Officers' annual conference:
 - 1st place for PfunTX brochure;
 - 1st place for Police Department recruiting video;
 - 2nd place for Chili Pfest;
 - 3rd place for "best use of Facebook" for the Library's Natural Tattoo Day posts; and
 - 3rd place for the Police Department Critical Conversations video.

FY20 Goals

- ☐ Enhance internal city communication using both established channels (Slack and Employee Newsletter) and new channels.
- ☐ Increase subscription to City's newsletter, Key to the City, by ten percent.
- ☐ Increase the number of live streamed events.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Total Web Pages Served on Five Main Sites	1,744,085	1,861,417	1,973,102
Live Streams on Social Media	*	*	*
Effectiveness			
Press Release to Media Coverage Conversion	*	*	*
Total Website Visitors	456,466	477,189	501,048
Total Social Media Followers	49,238	62,193	83,701

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Communications Department
100 East Main Street | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6100 | pflugervilletx.gov

Staffing

Position¹	FY18 Approved	FY19 Approved	FY20 Proposed
Communications Director	0	0	1
Digital Content Web Specialist	0	0	1
Public Information Officer ²	0	0	1
Communications Specialist	0	0	1
Videography Multimedia Specialist	0	0	1
Communications Assistant (Part-Time)	0	0	1
Total Positions	0	0	6

¹ All Communications positions were separated from the Administration Department to form a new department beginning in FY20.

² Moved from Police Department for FY20.

Communications Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-200-000	Salaries				332,163
4-200-005	Overtime				700
4-200-006	Overtime- Pfestivals				2,000
4-200-010	Employee Incentives				2,000
4-200-015	Employee Retirement				45,298
4-200-020	Social Security/Medicare				25,770
4-200-030	Workers Compensation				362
4-200-040	Employee Insurance				40,990
4-200-050	Unemployment Tax				1,620
4-200-085	Merit Increases				12,176
Total Personnel		-	-	-	463,079
Operating					
4-200-195	Other Professional Fees				25,000
4-200-197	Media Expense				60,000
4-200-200	Gasoline				100
4-200-210	Vehicle Maintenance				1,000
4-200-310	Communications				1,900
4-200-410	Training and Education				5,000
4-200-420	Insurance				700
4-200-430	Office Supplies				700
4-200-432	Custodial Supplies				200
4-200-440	Small Tools/Equipment				1,000
4-200-455	Printing and Records				39,500
4-200-460	Memberships/Dues				1,055
4-200-465	Rentals/Leases (Copiers)				2,150
4-200-480	Other Operating Expenses				6,000
4-200-510	Maintenance Contracts				77,250
4-200-681	Promotional Materials				15,000
Total Operating		-	-	-	236,555

Communications Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Capital Outlay					
4-200-700	Equipment				-
Total Capital Outlay		-	-	-	-
Total Expense		-	-	-	699,634

**Communications Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Graphic Designer				25,000
Total	\$ -	\$ -	\$ -	\$ 25,000

**Communications Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
City County Comm. & Marketing Assoc. (3CMA)	Indiv (1)				400
National Assoc. of Govt. Webmasters (NAGW)	Indiv (1)				150
Texas Association of CVB	Indiv (1)				250
Texas Assoc.of Municipal Information Officers (TAMIO)	Indiv (2)				255
Total		\$ -	\$ -	\$ -	\$ 1,055

**Communications Department
Maintenance Contracts (4510)**

Equipment/Software	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Customer Service & Engagement Platform	1 year	City-wide				5,000
Internal Communications (Slack)	1 year	City-wide				35,000
Social Media Scheduler	1 year	City-wide				15,000
Video Streaming	1 year	City-wide				6,250
Website Maintenance	1 year	City-wide				16,000
Total			\$ -	\$ -	\$ -	\$ 77,250

Information Technology

100 East Main Street | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6100 | pflugervilletx.gov

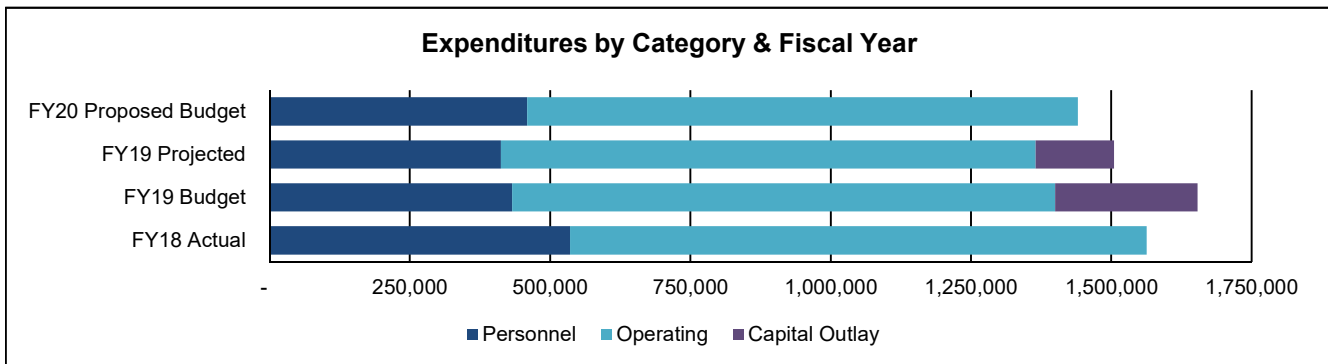
Department Description

Information Technology includes the City's internal information technology staff, as well as contracted information technology help desk services.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	535,328	432,198	412,122	459,309	6%	3%
Operating	1,027,974	967,476	953,069	981,294	1%	-100%
Capital Outlay	-	254,000	139,398	-	-100%	-4%
Total	\$ 1,563,301	\$ 1,653,674	\$ 1,504,590	\$ 1,440,603	-13%	-4%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	4,337
Operating	New Fiber Line to Police Department Watertower	85,000

Information Technology

100 East Main Street | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6100 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Replaced 5.5 year-old servers in City Hall server room to better handle expanding capacity and plan for future disaster recovery needs.
- ☒ Installed an uninterruptible power supply at the Police Station.
- ☒ Installed and deployed desktop encryption and next generation anti-virus for better security on and off city network.
- ☒ Setup Verizon Private Network so police cruisers and the water system have priority over other wireless traffic, increasing wireless connectivity in critical events.
- ☒ Installed upgraded main "core" switching at City Hall for redundancy and future growth.
- ☒ Initiated the Technology Master Plan to increase City-wide effectiveness and efficiency and to position the City for future growth.

FY20 Goals

- ☐ Complete Phase I wireless for fresh water system redundancy.
- ☐ Install internet overload protection for better security and reliable speeds.
- ☐ Complete City-wide move to non-sole source security and video management systems.
- ☐ Create a written disaster recovery plan that will help identify needs for emergency events and natural disasters.
- ☐ Setup and install police video analytic software to provide better community protection.
- ☐ Begin implementation of the Technology Master Plan.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Tickets Received	*	4,746	5,100
Network Devices Supported	*	1,278	1,300
Overall Electronic Data Supported (Terabytes)	450	459	469
Personal Computers Replaced	60	96	72
Servers Supported (Virtual and Hosts)	*	99	106
Efficiency			
Average time from Receipt of Ticket to First Contact (Minutes)	*	8.33	8.00
Effectiveness			
Network Uptime (%)	*	99.98%	99.98%
Percent of Malware, Spam, and Viruses Blocked	*	99.99%	99.99%

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Information Technology

100 East Main Street | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6100 | pflugervilletx.gov

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Chief Information Officer	1	1	1
IT Systems Administrator	2	3	3
Field Technician	0	1	1
GIS Coordinator ¹	1	0	0
GIS Analyst ¹	2	0	0
Total Positions	6	5	5

¹ All GIS positions moved to the Planning Department in FY19.

Information Technology Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-202-000	Salaries	401,957	311,651	301,272	325,035
	Equity				4,337
4-202-005	Overtime	491	4,000	2,000	4,000
4-202-010	Employee Incentives	-	-	-	-
4-202-015	Employee Retirement	55,518	42,675	41,293	45,637
4-202-020	Social Security/Medicare	29,402	24,147	23,200	25,171
4-202-030	Workers Compensation	980	725	624	771
4-202-040	Employee Insurance	46,006	41,395	36,128	40,990
4-202-050	Unemployment Tax	972	1,350	1,350	1,350
4-202-085	Merit Increases	-	6,255	6,255	12,018
	Total Personnel	535,328	432,198	412,122	459,309
	Operating				
4-202-195	Other Professional Fees	222,956	146,992	168,523	185,200
4-202-310	Communications ¹	5,972	5,800	7,541	95,400
4-202-405	Uniforms and PPE	-	-	-	600
4-202-410	Training and Education	2,391	13,600	14,000	17,700
4-202-420	Insurance	1,651	1,800	1,637	1,800
4-202-430	Office Supplies	355	500	400	500
4-202-440	Small Tools/Equipment	25,190	16,000	16,000	16,000
4-202-460	Memberships/Dues	150	200	175	250
4-202-480	Other Operating	2,345	4,000	6,426	500
4-202-510	Maintenance Contracts	324,882	333,045	296,368	330,844
4-202-520	Maintenance and Repairs	-	-	-	13,300
4-202-677	Computer Replacement	183,381	182,000	182,000	189,200
4-202-678	IT Projects	258,701	263,539	260,000	130,000
	Total Operating	1,027,974	967,476	953,069	981,294

Information Technology Expense

				FY19	FY20
		FY18	FY19	Projected	Proposed
		Actual	Budget	Total	Budget
Capital Outlay					
4-202-700	Equipment	-	254,000	139,398	-
Total Capital Outlay		-	254,000	139,398	-
Total		\$ 1,563,301	\$ 1,653,674	\$ 1,504,590	\$ 1,440,603

¹ Amounts moved to the IT Department from various departments for fiber lines and City-wide internet for FY20.

**Information Technology
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Cisco Technician Services ¹	-	22,400	24,086	27,200
Helpdesk Manager & Tier 1 Helpdesk	173,036	56,612	56,612	57,000
Microsoft Office & Adobe Training	-	-	-	15,000
Offsite Backup Services	49,920	67,979	68,675	71,000
Wireless & Fiber Master Plan Phase 2	-	-	19,150	15,000
	\$ 222,956	\$ 146,992	\$ 168,523	\$ 185,200

¹ Moved from IT Maintenance Contracts in FY19.

**Information Technology
Memberships (4460) and IT Projects (4678)**

Memberships

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Texas Association of Governmental IT Managers	Group	150	200	175	250
Total		\$ 150	\$ 200	\$ 175	\$ 250

IT Projects

Project/Software/Program	FY20 Proposed
A/V Repairs and Upgrades	25,000
Fiber Line to PD Tower and Connectivity to City Hall	85,000
Server Room Management	12,000
VMWare Horizon	8,000
Total \$ 130,000	

Information Technology Maintenance Contracts (4510)

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Access Control - Feenics	1 Year	City-wide	-	-	3,500	4,000
ASANA Project MGMT	1 Year	IT Dept	-	-	1,200	1,600
Cisco Technician Services ¹	1 year	City-wide	16,903	-	-	-
CJIS DPS 2 Factor Authentication	1 year	City-wide	7,812	8,812	7,812	22,000
Contracts moved to GIS for FY19	1 year	City-wide	52,166	-	-	-
Dell C9010 Warranty Renewal	5 year	City-wide	-	15,209	25,209	-
Device Management	1 year	City-wide	10,801	10,600	11,500	16,700
Email Spam Filter	1 year	City-wide	12,645	13,500	13,500	14,000
Firewall Maintenance	3 year	City-wide	-	10,000	10,000	-
Generator Maintenance	1 year	City Hall Complex	1,045	4,500	3,991	4,500
Heuristic Security Monitoring	1 year	City-wide	-	11,000	10,204	11,000
Imaging, PC Management and Update server	1 year	City-wide	1,080	2,200	5,813	11,500
Intrusion Prevention System (Pre Firewall Filter) PD & CH	1 year	City-wide IT	27,972	32,000	16,000	18,000
IT Ticketing Software	1 year	City-Wide	2,999	4,000	2,999	4,000
Laserfiche Software ²	1 year	City-Wide	-	8,000	7,684	8,000
Layer 8 User Training	3 year	City-Wide	8,165	-	-	-
Microsoft EA (Office, etc.)	1 year	City-wide	113,819	122,000	88,000	90,000
Network Load Balancer	1 Year	City-wide	-	-	7,500	7,500
Network Monitor - PRTG	1 year	City-wide	-	3,049	3,049	3,049
Network Monitoring & Security Software Maintenance	1 year	City-wide IT	10,349	11,000	6,889	-
Network Security Testing	1 year	City-wide	-	-	-	25,000
Next-Gen Anti-virus	1 year	City-wide	34,139	53,000	46,727	49,000
PC Protection	1 year	City-Wide	-	-	-	10,000
Remote and Secure Access	1 year	City-wide	14,085	13,575	13,296	13,500
Server Room Management	1 year	IT Dept	-	-	-	6,000
System Logger	1 Year	City-wide	-	-	295	295
VM Ware Maintenance	1 year	City-wide	10,903	10,600	11,200	11,200
Total			\$ 324,882	\$ 333,045	\$ 296,368	\$ 330,844

¹ Moved to Other Professional Fees in FY19.

² Moved from Administration Department in FY19.

Development Services Administration
 201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6300 | pflugervilletx.gov

Department Description

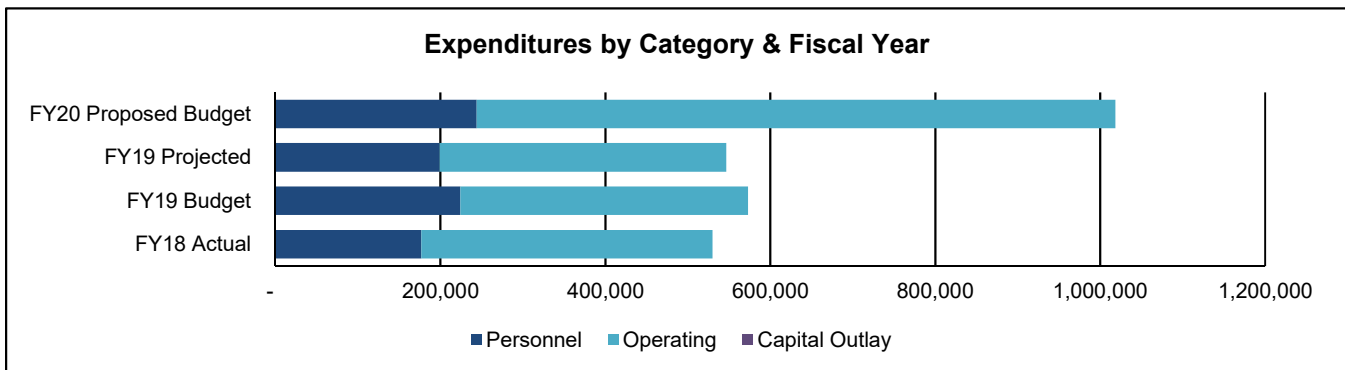
The Development Services Administration Department is composed of expenditures shared by the Building Department, the Planning Department, and the Engineering Department. The budgets for these departments are allocated separately.

This section will provide information on the budget for the Development Services Administration Department and subsequent pages will provide information for each related department.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	177,023	224,226	199,162	244,118	9%	23%
Operating	352,981	349,025	347,739	774,625	122%	123%
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ 530,004	\$ 573,251	\$ 546,901	\$ 1,018,743	78%	86%



FY20 Budget Highlights

Category	Item	Amount
Operating	Fire Marshal Fees Moved from Administration Department	120,000



Development Services Administration
201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6300 | pflugervilletx.gov

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Administrative Technician	3	4	4
Total Positions	3	4	4

**Development Services Administration
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-205-000	Salaries	125,068	153,619	140,326	166,077
4-205-005	Overtime	1,634	-	103	-
4-205-006	Overtime - Pfestivals	-	-	66	-
4-205-010	Incentives	1,800	1,800	1,800	1,800
4-205-015	Employee Retirement	17,758	21,013	19,353	23,285
4-205-020	Social Security/Medicare	9,259	11,890	10,886	12,843
4-205-030	Workers' Compensation	226	162	131	181
4-205-040	Employee Insurance	20,782	31,046	21,801	32,792
4-205-050	Unemployment Tax	495	1,080	1,080	1,080
4-205-085	Merit Increases	-	3,616	3,616	6,060
	Total Personnel	177,023	224,226	199,162	244,118
	Operating				
4-205-175	Fire Marshal Fees ¹	-	-	-	120,000
4-205-195	Other Professional Fees	127,804	90,000	90,400	90,500
4-205-200	Gasoline	382	400	230	400
4-205-210	Vehicle Maintenance	8	375	200	375
4-205-300	Electricity	-	-	-	16,000
4-205-320	Water	-	-	-	500
4-205-330	Natural Gas	-	-	-	1,700
4-205-310	Communications	11,916	12,200	11,054	12,500
4-205-410	Training and Education	-	1,000	500	5,000
4-205-420	Insurance	891	1,000	905	1,500
4-205-430	Office Supplies	3,374	3,000	2,500	3,500
4-205-432	Custodial Supplies	-	-	-	1,000
4-205-440	Small Tools/Equipment	335	4,600	2,000	2,000
4-205-465	Rentals/Leases	10,525	11,000	6,000	8,300
4-205-466	Leased Office Space w/ Utilities	154,944	156,000	165,000	195,100
4-205-480	Other Operating Expenses	6,518	5,700	5,700	1,000

**Development Services Administration
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-205-510	Maintenance Contracts	36,189	62,750	62,750	62,750
4-205-520	Maintenance and Repairs	94	1,000	500	252,500
Total Operating		352,981	349,025	347,739	774,625
Capital Outlay					
4-205-700	Equipment	-	-	-	-
Total Capital Outlay		-	-	-	-
Total Expense		\$ 530,004	\$ 573,251	\$ 546,901	\$ 1,018,743

¹ Moved from Administration Department for FY20.

**Development Services Administration
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Credit Card Fees	4,801	5,000	5,400	5,500
Health Inspections ¹	123,002	85,000	85,000	85,000
Total	\$ 127,804	\$ 90,000	\$ 90,400	\$ 90,500

¹ FY20 budget includes a transition from Bureau Veritas to City of Austin as service provider.

**Development Services Administration
Maintenance Contracts (4510)**

Equipment/Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Custodial Services	1 year	DSC ¹	6,924	7,250	7,250	7,250
MyPermitNow	1 year	DSC ¹	29,265	55,500	55,500	55,500
Total			\$ 36,189	\$ 62,750	\$ 62,750	\$ 62,750

¹Development Services Center (DSC)



Building Inspection Department
 201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6300 | pflugervilletx.gov/building

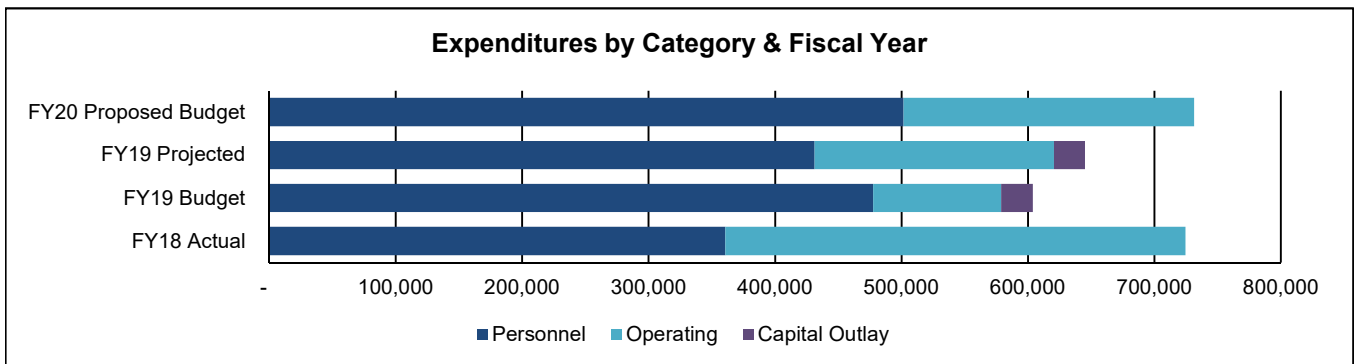
Department Description

The Building Inspection Department is committed to partnering with the building community to ensure that Pflugerville's residences and places of business are designed and constructed to the standards for quality, safety, and efficiency in accordance with the adopted building, site development, and zoning regulations.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	360,623	477,480	431,259	501,560	5%	16%
Operating	364,046	101,230	189,331	229,835	127%	21%
Capital Outlay	-	25,000	24,498	-	-100%	-100%
Total	\$ 724,669	\$ 603,710	\$ 645,087	\$ 731,395	21%	13%



FY20 Budget Highlights

Category	Item	Amount
Operating	Increase in Outsourced Residential Inspections and Related Revenue	130,000

Building Inspection Department
 201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6300 | pflugervilletx.gov/building

FY19 Accomplishments

- ☒ Implemented electronic plan submission for both commercial and residential properties.
- ☒ Increase effectiveness and efficiency by fully implementing electronic permitting including paperless application, submission, and ability to pay a majority of fees online.
- ☒ Increased inspector and staff proficiency through multiple training opportunities focused on increasing their knowledge of code and obtaining more certifications.

FY20 Goals

- ☐ Increase effectiveness and efficiency by fully implementing electronic permitting including paperless application, submission, and ability to pay a majority of fees online.
- ☐ Refine electronic plan submission and streamline process. Implement rapid review response for simple projects (Solar, porches, decks, irrigation, etc.) with one day turn around. Continue commercial plan review turn around within 10 days, and cut new residential review time from current 10-12 days to 5 days.
- ☐ Continue fostering the existing partnership with builders, improve communication of expectations, and improve all aspects of the inspection services. All geared in an effort to reduce the number of reinspections, and improve to an overall 73% pass aggregate.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Single Family Inspections	25,000	30,000	32,000
Multi-family Inspections	4,000	5,000	6,000
Commercial Inspections	1,750	1,750	2,500
Other Inspections	8,600	8,000	9,000
Total Inspections	39,350	44,750	49,500
Efficiency			
Commercial Plan Review Turnaround (Days)	*	10	10
Residential Plan Review Turnaround (Days)	*	12	5
Expedited Review of Simple Projects Turnaround (Days)	*	3	1
Inspection Completion Turnaround	*	Next Day	Next Day
Effectiveness			
Average Inspections per Business Day	108	140	150
Inspections per Business Day per Inspector	22	30	36
Reinspections	*	17,066	14,000
Passed Inspection Aggregate	*	71.0%	73.0%

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Building Inspection Department
201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6300 | pflugervilletx.gov/building

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Building Official	1	1	1
Building Inspector III	1	2	2
Building Inspector II	3	1	1
Building Inspector I	0	2	2
Total Positions	5	6	6

Building Inspection Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Operating				
4-210-000	Salaries	266,318	341,641	309,412	355,509
4-210-005	Overtime	363	400	100	400
4-210-010	Employee Incentives	2,769	3,600	3,600	3,600
4-210-015	Employee Retirement	37,505	46,732	42,650	49,864
4-210-020	Social Security/Medicare	19,395	26,441	23,953	27,502
4-210-030	Workers Compensation	1,254	818	782	876
4-210-040	Employee Insurance	32,343	47,604	40,517	49,188
4-210-050	Unemployment Tax	677	1,620	1,620	1,620
4-210-085	Merit Increases	-	8,624	8,624	13,001
	Total Personnel	360,623	477,480	431,259	501,560
	Operating				
4-210-195	Other Professional Fees	340,386	70,000	160,000	200,000
4-210-200	Gasoline	6,366	6,500	6,000	7,500
4-210-210	Vehicle Repair & Maintenance	295	3,000	4,281	3,500
4-210-310	Communications	2,338	3,700	2,080	2,800
4-210-405	Uniforms and PPE	1,739	1,850	1,500	1,850
4-210-410	Training and Education	2,953	6,000	6,000	6,000
4-210-420	Insurance	4,719	2,300	3,035	2,200
4-210-440	Small Tools/Equipment	1,001	3,500	3,500	3,000
4-210-460	Memberships/Dues	300	880	935	985
4-210-480	Other Operating Expenses	3,950	3,500	2,000	2,000
	Total Operating	364,046	101,230	189,331	229,835
	Capital Outlay				
4-210-700	Equipment	-	25,000	24,498	-
	Total Capital Outlay	-	25,000	24,498	-
	Total Expense	\$ 724,669	\$ 603,710	\$ 645,087	\$ 731,395

**Building Inspection Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Residential Inspections - Outsourced ¹	340,386	70,000	160,000	200,000
Total	\$ 340,386	\$ 70,000	\$ 160,000	\$ 200,000

¹ Expenses will be offset by revenue generated by Bureau Veritas residential inspection services.

**Building Inspection Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Building Officials Association of Texas	Indiv (1)	-	60	50	50
International Code Council (ICC)	Indiv (2)	135	200	315	315
International Association of Electrical Inspectors	Indiv (1)	-	120	120	120
National Fire Protection Association	Indiv (1)	-	175	175	175
Texas State Board of Plumbing Examiners	Indiv (5)	165	325	275	325
Total		\$ 300	\$ 880	\$ 935	\$ 985

Planning Department

201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6300 | Fax 512-990-4374 | pflugervilletx.gov/planning

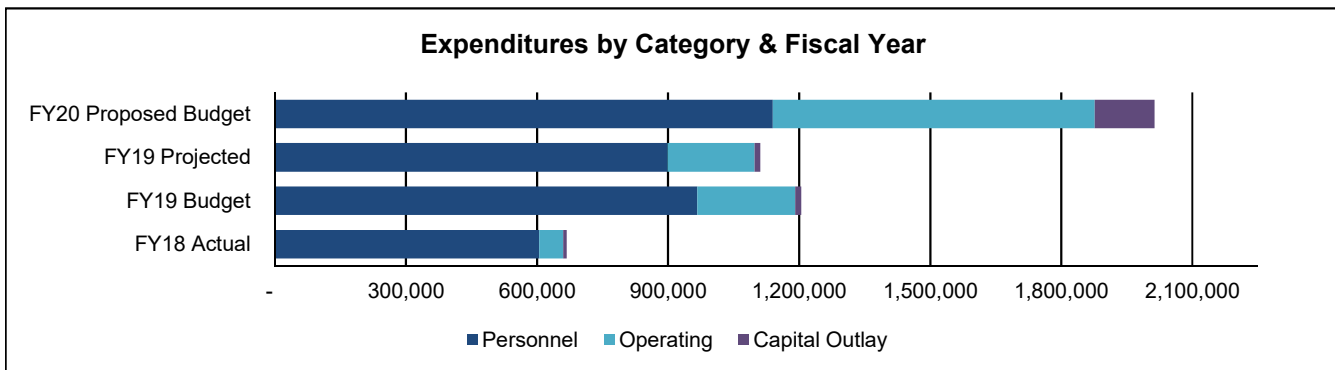
Department Description

The Planning Department is committed to providing professional guidance and expertise to promote a healthy and vibrant quality of life through the responsible application of land use and development regulations. By focusing on economic vitality, environmental integrity and quality development standards, Pflugerville ensures the long term sustainability of the community's identity and values. Four divisions reside within the Planning Department: Current Planning, Long Range Planning, Code Compliance and Graphic Information Systems (GIS).



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	605,348	967,368	898,641	1,139,914	18%	27%
Operating	54,870	223,920	199,492	736,710	229%	269%
Capital Outlay	7,997	13,500	13,000	137,000	915%	954%
Total	\$ 668,216	\$ 1,204,788	\$ 1,111,133	\$ 2,013,624	67%	81%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	23,915
Personnel	Senior Planner	80,921
Personnel	Code Compliance Officer	52,534
Operating	Comprehensive Plan	250,000
Operating	Downtown Overhead Utilities and Analysis Study	250,000
Capital Outlay	City Works Asset Management Software	110,000
Capital Outlay	Ford F-150 for New Code Compliance Officer	27,000

Planning Department
 201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6300 | Fax 512-990-4374 | pflugervilletx.gov/planning

FY19 Accomplishments

- ☑ Completed the Historic Colored Addition Preliminary Infrastructure Study in conjunction with Engineering Department.
- ☑ Implemented year five activities for the Community Development Block Grant Program (CDBG) and completed the Analysis of Impediments to Fair Housing.
- ☑ Designed and constructed the Main Street Plaza, the first community engagement project, in conjunction with other City departments and community partners.
- ☑ Increased economic vitality and long-term sustainability of Pflugerville's identity through implementation of Year One of the Downtown Action Plan.
- ☑ Created a Code Compliance Advocacy team called Community Advocates and Resources (CARE) to address code issues that effect various city departments and provide better response to our residents.
- ☑ Increased effectiveness through implementation of electronic plan review for all development applications.
- ☑ Integrated Code Enforcement into MyPermitNow system.

FY20 Goals

- ☐ Initiate efforts to complete a new Comprehensive Plan by engaging citizens and establishing the framework.
- ☐ Implement 2019-2024 Consolidated Plan/Action Plan for the Community Development Block Grant Program (CDBG).
- ☐ Increase community engagement by selecting and completing year two community engagement project.
- ☐ Increase economic vitality and long-term sustainability of Pflugerville's identity through implementation of Year Two of the Downtown Action Plan.
- ☐ Increase transparency by making GIS data more readily available to the general public through the use of open data.
- ☐ Implement CityWorks asset management system for use by Public Works, CIP and Parks Departments.
- ☐ Work with the Census Bureau to complete decennial census.
- ☐ Increase customer service effectiveness by analyzing community partnerships that will aid residents needing assistance with property maintenance and related code compliance concerns.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Code Compliance Inspections	*	4,100	6,150
Bandit Signs Collected	*	6,240	9,300
Single Family Lots Reviewed	2,656	1,000	750
Subdivision Applications	53	25	30
Site Development Applications	37	40	40
Zoning Applications	14	13	10
Board of Adjustment Cases	2	2	2
Efficiency			
Percent of Code Complaints Responded to within 24 Hours on Business Days	*	99.0%	99.0%
Percent of Code Violations Complied with Voluntarily	*	99.0%	99.0%
Percent of GIS Data Maintained within the Time Frames Defined by Each Responsible Department	*	90.0%	90.0%
Percent of GIS Requests Completed within the Agreed Upon Timeframe	*	95.0%	95.0%

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Planning Department

201-B E. Pecan St. | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6300 | Fax 512-990-4374 | pflugervilletx.gov/planning

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Planning Director	1	1	1
Assistant Planning Director	1	1	1
Senior Planner	1	1	2
Planner II	1	1	1
Planner I	1	1	1
Planning Technician	1	1	1
GIS Coordinator ¹	1	1	1
Senior GIS Analyst ¹	1	1	1
GIS Analyst ¹	2	2	2
Senior Code Compliance Officer	1	1	1
Code Compliance Officer	1	1	2
Planning Intern (Part-Time)	1	1	1
Total Positions	13	13	15

¹GIS positions were moved from the Information Technology Department in FY19.

Planning Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-220-000	Salaries	451,354	698,885	648,128	700,315
	New Personnel/Promotions				133,455
	Equity				23,915
4-220-005	Overtime	2	-	-	-
4-220-010	Incentives	3,275	1,800	1,800	3,800
4-220-015	Employee Retirement	61,343	93,397	87,582	96,290
4-220-020	Social Security/Medicare	32,951	53,602	49,719	53,865
4-220-030	Workers' Compensation	1,014	851	835	872
4-220-040	Employee Insurance	54,051	97,278	89,022	98,376
4-220-050	Unemployment Tax	1,357	3,510	3,510	3,510
4-220-085	Merit Increases	-	18,045	18,045	25,516
	Total Personnel	605,348	967,368	898,641	1,139,914
	Operating				
4-220-195	Other Professional Fees	2,075	85,000	78,658	571,500
4-220-198	GIS Expense	-	900	500	700
4-220-200	Gasoline	2,217	1,500	1,500	1,750
4-220-210	Vehicle Maintenance	1,161	2,000	1,000	2,000
4-220-310	Communications	3,030	2,600	2,319	2,800
4-220-405	Uniforms and PPE	-	-	679	1,600
4-220-410	Training and Education	11,259	16,500	16,500	27,000
4-220-420	Insurance	799	900	1,719	1,900
4-220-440	Small Tools/Equipment	2,707	9,650	9,000	21,000
4-220-450	Legal Notices	6,793	12,000	10,000	12,000
4-220-455	Printing	-	-	-	1,800
4-220-460	Memberships/Dues	3,580	5,070	5,137	6,860
4-220-480	Other Operating Expenses	5,394	8,100	8,100	5,500
4-220-483	Code Enforcement Expense	1,547	4,000	1,500	4,000

Planning Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-220-510	Maintenance Contracts	13,977	75,700	62,881	76,300
4-220-520	Maintenance and Repairs	330	-	-	-
	Total Operating	54,870	223,920	199,492	736,710
	Capital Outlay				
4-220-700	Equipment	7,997	13,500	13,000	27,000
4-220-702	Software	-	-	-	110,000
	Total Capital Outlay	7,997	13,500	13,000	137,000
	Total Expense	\$ 668,216	\$ 1,204,788	\$ 1,111,133	\$ 2,013,624

**Planning Department
New Personnel**

Position	Proposed Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Code Compliance Officer	36,192	5,020	2,769	270	86	8,198	52,534
Senior Planner (Transportation)	59,571	8,263	4,557	270	62	8,198	80,921
Totals	\$ 95,763	\$ 13,282	\$ 7,326	\$ 540	\$ 148	\$ 16,396	\$ 133,455

Total Cost \$ 133,455

Planning Department Capital Outlay

Account Number	Item	FY20 Proposed
4700	Ford F-150 New Code Compliance Vehicle	27,000
		Total 4700 \$ 27,000
4702	City Works Asset Management Software	110,000
		Total 4702 \$ 110,000
		Total Capital Outlay \$ 137,000

**Planning Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
ARCGIS - GeoHub	-	-	-	14,000
Comprehensive Plan	-	-	-	250,000
Downtown - Overhead Utilities and Analysis Study	-	-	-	250,000
ESRI Support ¹	-	5,000	6,145	5,000
Small Area Study - SE Area of SH130 at Pflugerville Parkway	-	75,000	63,000	-
Title Reports and Surveys	2,075	5,000	9,513	7,500
Transportation Infrastructure Planning ²	-	-	-	45,000
Total	\$ 2,075	\$ 85,000	\$ 78,658	\$ 571,500

¹ Moved from IT in FY19.

² Moved from Engineering for FY20.

**Planning Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
APA - Planners Advisory Service	Group	-	695	695	695
APA ¹ / AICP ² Memberships	Indiv (7) and P&Z Commission	2,886	2,500	2,455	3,450
Congress for the New Urbanism (CNU)	Indiv (2)	-	400	390	400
International Code Council	Indiv (3)	-	-	215	345
National Emergency Number Assoc. (NENA)	Group	274	300	284	300
TDLR Health	Indiv (3)	75	75	75	225
Texas Dept of Lic & Reg	Indiv (3)	-	-	100	300
Texas Downtown Association	Indiv (1)	345	400	345	345
Urban and Regional Information Systems Assoc. (URISA) ³	Indiv (5)	-	700	578	800
Total		\$ 3,580	\$ 5,070	\$ 5,137	\$ 6,860

¹ American Planning Association (APA)

² American Institute of Certified Planners (AICP)

³ Moved from IT in FY19.

**Planning Department
Maintenance Contracts (4510)**

Equipment/ Service	Term	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
6' Aerial & 2' Contour GIS mapping data	1 year	5,462	12,500	-	10,000
Adobe Acrobat Pro	1 year	-	1,000	1,200	-
AutoCAD ¹	1 year	-	2,800	2,375	2,800
BlueBeam	1 year	-	800	760	1,900
Drone Imagery Processing	1 year	-	-	-	3,000
enCode-360	1 year	5,046	5,100	5,046	5,100
ESRI Enterprise License Agreement Software ¹	1 year	-	50,000	50,000	50,000
Monday Software	1 year	3,468	3,500	3,500	3,500
Total		\$ 13,977	\$ 75,700	\$ 62,881	\$ 76,300

¹ Moved from IT in FY19.

Engineering Department

15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

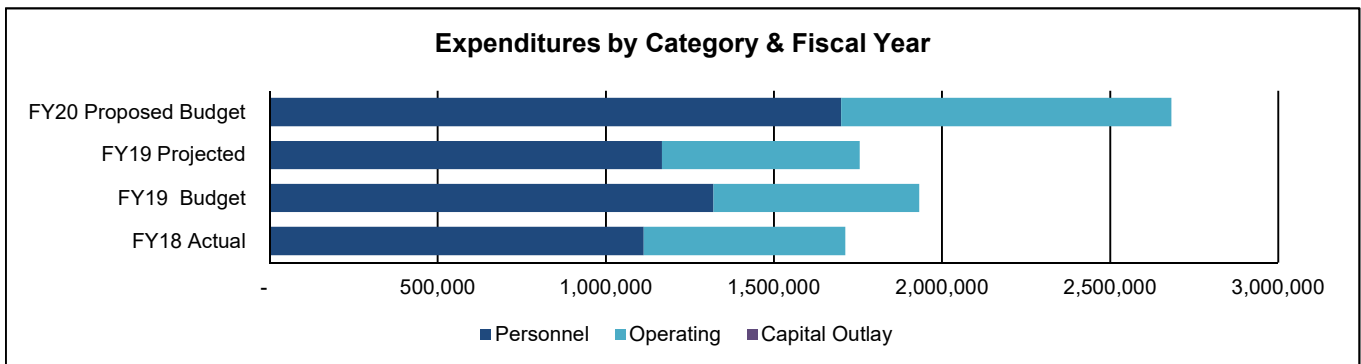
Department Description

The Engineering Department manages land development and the construction of capital improvement projects by coordinating with developers throughout the planning and construction process. This includes: reviewing and issuing permits for proposed improvements within City right-of-way; floodplain and traffic management; Municipal Separate Storm Sewer System (MS4); construction inspections associated with public infrastructure and site development; and coordination for request of maintenance or repair of items during the warranty period. The Department is also responsible for oversight of the following areas: engineering plan review; management of the construction process; City codes and standards; and development of long-term planning objectives for public infrastructure.



Expenditure Summary

	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	1,112,309	1,320,546	1,166,964	1,700,161	29%	46%
Operating	599,625	611,325	588,046	981,862	61%	67%
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ 1,711,934	\$ 1,931,871	\$ 1,755,010	\$ 2,682,023	39%	53%



FY20 Budget Highlights

Category	Item	Amount
Personnel	Senior Engineer	110,184
Personnel	Environmental Specialist	67,669
Personnel	Promotion from Engineer Associate to Engineer	15,195
Operating	Caldwell and Russel Street Historic Infrastructure Design	243,750
Operating	American Disabilities Act Transition Plan	150,000
Operating	Traffic Signals Upgrades Design	100,000
Operating	Drainage Fee Study - Phase 2	100,000
Operating	Engineering Design Manual Upgrades	50,000
Operating	Pavement Design Updates in Engineering Design Manual	50,000

Engineering Department

15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6400 | Fax: 512-989-1052 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Minimized congestion, inconvenience, deterioration, and visual impacts on the Cities roads through the completion of the Right of Way management ordinance which will allow the City to govern the use and occupancy of the public rights-of-way by administering and regulating public and private entities.
- ☒ Awarded grant for Drainage Master Plan.
- ☒ Successfully renewed MS4 License, as required by the Texas Commission on Environmental Quality.
- ☒ Consolidated the focus of the Development and CIP Engineering teams by restructuring the Engineering Department.
- ☒ Completed the Weiss Lane Roadway Project.
- ☒ Determined Fiscal needs of the Capital Improvement Program through Water and Wastewater Master Plan process.

FY20 Goals

- ☐ Improve the FEMA Community Rating System in Pflugerville from a 9 to a 8.
- ☐ Educate the public about flood risks based on recommendations from the National Weather Service study of historic rainfall called ATLAS 14.
- ☐ Complete the following Capital Improvement Projects: 1849 Park Left Turn Lane, and Pfennig Lane.
- ☐ Increase compliance with regulations through the completion of the Engineering Specifications and Construction Standards Update.
- ☐ Improve strategic planning through the completion of the Water, Wastewater, and Transportation Master Plans.
- ☐ Complete the Water and Wastewater Impact Fee Studies.
- ☐ Complete the Design and begin Construction on the West State Highway 130 (SH130) Wastewater Interceptor Project.
- ☐ Complete the Surveying and Benchmark Monuments Project.
- ☐ Kick-off the design for various Bond projects throughout the City.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Projects in Design	20	37	28
Completed Master Plans and Studies	0	5	2
Projects in Construction	19	14	16
Development Projects Reviewed	*	*	*
CIP Projects Inspected	*	*	*
Development Projects Inspected	105	100	115
Right-of-Way Inspections	*	*	*
Environmental Inspections	277	200	275
Right-of-Way Permits Issued	79	80	80
Public Meetings	*	*	*
Efficiency			
Average Number of Projects in Design per Project Manager	*	*	*
Average Value of Projects in Construction per Project Manager	*	*	*
Average Number of Business Days to Complete a Review	10	10	10
Average Number of Projects per Inspector	10	10	10
Effectiveness			
Average Number of Reviews per Development Project	4	4	4

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Engineering Department

15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position	FY18 Approved	FY19 ¹ Approved	FY20 Proposed
City Engineer	1	1	1
Assistant City Engineer	0	2	2
Development Engineering Director	1	0	0
Senior Engineer	1	1	2
Engineer	2	2	3
Engineer Associate	1	1	0
Senior Construction Inspector	2	2	2
Construction Manager	0	1	1
Construction Inspector II	2	4	4
Construction Inspector I	2	0	0
Environmental Specialist	1	1	2
Parks Development Manager ²	0	0	1
Total Positions	13	15	18

¹ Includes reorganization of CIP and Development Engineering departments in January 2019.

² Moved from Parks and Recreation for FY20.

Engineering Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-230-000	Salaries	835,329	961,787	858,760	1,086,161
	New Personnel/Promotions				193,049
4-230-005	Overtime	1,937	6,000	1,554	8,000
4-230-006	Overtime-Pfestivals	120	-	-	-
4-230-010	Employee Incentives	3,645	1,800	2,191	1,800
4-230-015	Employee Retirement	115,629	131,088	116,862	152,010
4-230-020	Social Security/Medicare	62,350	74,174	64,640	83,841
4-230-030	Workers' Compensation	4,356	2,836	2,774	3,229
4-230-040	Employee Insurance	86,827	113,836	91,158	131,168
4-230-050	Unemployment Tax	2,115	3,780	3,780	4,320
4-230-085	Merit Increases	-	25,245	25,245	36,583
	Total Personnel	1,112,309	1,320,546	1,166,964	1,700,161
	Operating				
4-230-195	Other Professional Fees	534,865	537,500	535,000	904,250
4-230-200	Gasoline	12,601	10,542	4,099	14,287
4-230-210	Vehicle Repair & Maintenance	5,774	7,500	3,064	5,200
4-230-310	Communications	5,960	5,900	6,623	7,000
4-230-405	Uniforms and PPE	1,510	1,745	883	3,500
4-230-410	Training/Education/Travel	18,607	20,828	17,500	24,000
4-230-420	Insurance	4,085	5,500	5,654	5,100
4-230-430	Office Supplies	279	400	256	550
4-230-440	Small Tools & Equipment	4,374	11,110	5,169	5,000
4-230-460	Memberships/Dues	4,121	4,595	3,460	6,075
4-230-480	Other Operating Expenses	3,672	3,955	3,489	2,400
4-230-487	MS4 Expense	3,777	1,750	2,849	4,500
	Total Operating	599,625	611,325	588,046	981,862

Engineering Department Expense

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Capital Outlay				
4-230-700 Equipment	-	-	-	-
Total Capital Outlay	-	-	-	-
Total Expense	\$ 1,711,934	\$ 1,931,871	\$ 1,755,010	\$ 2,682,023

**Engineering Department
New Personnel**

Position	Proposed Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Senior Engineer	82,804	11,485	6,335	270	1,093	8,198	110,184
Environmental Specialist	48,194	6,684	3,687	270	636	8,198	67,669
Totals	\$ 130,998	\$ 18,169	\$ 10,021	\$ 540	\$ 1,729	\$ 16,396	\$ 177,854

Proposed Promotions					
Current Position	Current Salary	New Position	New Salary	Estimated Benefits	Total
Engineer Associate	53,040	Engineer	65,520	2,715	15,195
Totals	\$ 53,040		\$ 65,520	\$ 2,715	\$ 15,195
					Total \$ 193,049

**Engineering Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Arterial/ Major Collector ADT Data	-	15,000	15,000	15,000
Design for Cameron Road Turn Lane for 1849 Park	-	33,000	33,000	-
Design for E. Pecan at Biltmore Ave. Intersection Improvements	-	30,000	30,000	-
Design for E. Pecan Turn Lane Improvements at FM 685	-	40,000	40,000	-
Design for FM 685 & Kelly Lane Intersection Improvements	-	85,000	85,000	-
Design for FM 685/Copper Mine Overpass	-	75,000	75,000	-
Design for NB FM 685 & Kelly Lane Intersection Improvements	-	95,000	95,000	-
Drainage Fee Study	-	-	-	100,000
Drainage Impacts (Atlas 14) – Engineering Design Manual Updates	-	-	-	50,000
Drainage Master Plan	-	150,000	150,000	150,000
Geotechnical Engineering (Pavement Design updates in Engineering Design Manual)	-	-	-	50,000
Historic Infrastructure Evaluation for Caldwell & Russell Street	50,000	-	-	-
Historic Infrastructure Design for Caldwell & Russell Street ¹	-	-	-	243,750
Inspection Tracking Software	-	-	-	500
Misc. Engineering	6,613	2,500	-	3,000
Specifications Update	97,998	-	-	-
Traffic Impact Analysis (TIA Reviews)	-	-	-	30,000
Traffic Signal Timing Data	-	9,000	9,000	9,000
Traffic Signal Upgrades Design	100,558	-	-	100,000
Traffic Signal Warrant Data	-	3,000	3,000	3,000
ADA Transition Plan	-	-	-	150,000
Transportation Infrastructure Planning ²	45,000	-	-	-
Transportation Master Plan	234,697	-	-	-
	\$ 534,865	\$ 537,500	\$ 535,000	\$ 904,250

¹ Project is partially funded (75% / 25%) by the Utility Administration Department. Total amount budgeted for FY20 is \$325,000.

² Moved to Planning for FY20.

**Engineering Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
American Society of Civil Engineers	Indiv (7)	1,629	1,855	1,540	2,095
American Society of Landscape Architects ¹	Indiv (1)	-	-	-	465
American Water Works	Indiv (2)	422	215	215	460
Certified Professional in Municipal Stormwater Management (CPMSM)	Indiv (2)	-	150	150	500
Institute of Transportation Engineers (ITE)	Indiv (2)	945	930	600	700
Landscape Architect License Renewal (TBAE) ¹	Indiv (1)	-	-	-	110
NICET Recertification	Indiv (4)	-	160	160	225
Professional Engineers Board	Indiv (8)	200	360	120	400
PTOE Certification	Indiv (1)	490	315	315	315
Texas Commission on Environmental Quality (TCEQ)	Indiv (5)	-	160	160	225
Texas Floodplain Management Association (TFMA)	Indiv (5)	435	450	200	580
Total		\$ 4,121	\$ 4,595	\$ 3,460	\$ 6,075

¹ Moved from Parks for FY20.

Pflugerville Public Library

1008 W. Pfluger St. | M-Th 10am-8pm, F-S 10am-6pm, Su 1pm-6pm (excluding holidays)

Ph. 512-990-6375 | pflugervilletx.gov/library

Department Description

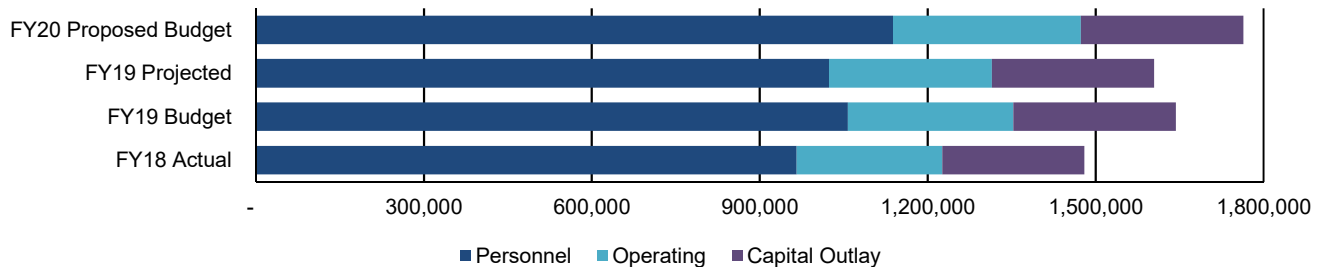
The Pflugerville Public Library is rising to the challenge of transforming public libraries in seven categories as identified by the American Library Association: Society, Technology, Education, the Environment, Politics (and Government), Economics, and Demographics. The library is more than stacks of books or new tech toys- it is the community living room and so much more.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	966,118	1,057,572	1,023,954	1,138,302	8%	11%
Operating	260,392	295,962	290,984	335,864	13%	15%
Capital Outlay	253,777	290,000	290,000	290,000	0%	0%
Total	\$ 1,480,287	\$ 1,643,534	\$ 1,604,937	\$ 1,764,166	7%	10%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	48,918

Pflugerville Public Library

1008 W. Pfluger St. | M-Th 10am-8pm, F-S 10am-6pm, Su 1pm-6pm (excluding holidays)

Ph. 512-990-6375 | pflugervilletx.gov/library

FY19 Accomplishments

- ☒ Provided better customer service through increased services for adults and seniors.
- ☒ Increased inclusion opportunities by providing enhanced mobility access at the Heritage House Museum.
- ☒ Increased reach of Library services by partnering with Animal Welfare Services and Human Resources to present programs and lectures at professional conferences.
- ☒ Enhanced mobile access by increasing number of Wi-Fi hotspots.
- ☒ Maintained position on the cutting edge of library services offered as evidence through various awards and grants received such as: 2018 Texas Historical Commission Award of Merit; 2017 Texas Municipal Director's Association Achievement of Excellence in Libraries Award; Texas Book Festival Grant; Texas Commission on the Arts Program Support Grants; Friends of the Library program support; and Pflugerville Community Development Grant to Support Small Business Resources.

FY20 Goals

- ☐ Increase inclusion opportunities by providing more mobility impaired parking spaces at the library.
- ☐ Increase proficiency of professional staff by providing leadership training.
- ☐ Improve customer experience by exploring space options at the library.
- ☐ Improve the museum experience by providing wireless access at Heritage House Museum.
- ☐ Increase opportunities provided to citizens by seeking alternative funding for special projects, programs, and emerging technologies.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Library Visitors	205,505	209,000	210,000
Effectiveness			
Cost Savings for Customers Related to Borrowing Materials (\$)	4,916,707	4,500,000	5,000,000
Volunteer Hours	5,884	6,245	6,000
Cost Savings Derived from Volunteers (\$)	88,260	93,675	93,000
Potential Customers Contacted Through Outreach	3,135	5,000	5,500

Pflugerville Public Library

1008 W. Pfluger St. | M-Th 10am-8pm, F-S 10am-6pm, Su 1pm-6pm (excluding holidays)

Ph. 512-990-6375 | pflugervilletx.gov/library

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Library Director	1	1	1
Assistant Library Director	1	1	1
Librarian	4	5	5
Business Manager	1	1	1
Circulation Desk Supervisor	1	1	1
Library Technician	8	7	7
Library Technician (Part-Time)	8	9	9
Total Positions	24	25	25

**Pflugerville Public Library
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-250-000	Salaries	703,845	740,416	727,827	759,254
	Equity				48,918
4-250-005	Overtime	108	500	500	500
4-250-010	Employee Incentives	9,000	9,000	9,000	9,000
4-250-015	Employee Retirement	88,855	90,168	95,211	95,526
4-250-020	Social Security/Medicare	53,707	57,368	56,405	58,810
4-250-030	Workers Compensation	1,445	956	934	1,010
4-250-040	Employee Insurance	105,923	132,464	107,377	131,168
4-250-050	Unemployment Tax	3,234	6,724	6,724	6,721
4-250-085	Merit Increases	-	19,976	19,976	27,395
	Total Personnel	966,118	1,057,572	1,023,954	1,138,302
	Operating				
4-250-200	Gasoline	28	-	60	60
4-250-210	Vehicle Mnt	81	-	184	200
4-250-300	Electricity	29,984	31,000	27,512	30,000
4-250-310	Communications	6,598	9,300	7,146	7,800
4-250-330	Natural Gas	2,439	1,900	2,582	2,800
4-250-400	Postage	-	-	-	200
4-250-410	Training and Education	9,743	9,000	9,000	11,000
4-250-420	Insurance	11,801	12,700	13,910	15,000
4-250-430	Office Supplies	17,247	15,000	15,000	20,800
4-250-432	Custodial Supplies	-	-	-	1,300
4-250-440	Small Tools/Equipment	19,337	30,000	30,000	23,850
4-250-455	Printing and Records	-	-	-	400
4-250-460	Memberships/Dues	2,455	2,474	2,593	3,328
4-250-462	Library Programming	27,241	30,000	30,000	34,500
4-250-463	Makerspace	6,111	12,000	12,000	12,000
4-250-464	Public Technology Access	-	-	-	37,650
4-250-465	Rentals/Leases	10,454	9,200	6,800	3,750
4-250-480	Other Operating	21,207	16,000	16,000	5,400
4-250-510	Maintenance Contracts	38,748	52,388	53,197	39,726

**Pflugerville Public Library
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-250-520	Maintenance and Repairs	25,746	28,000	28,000	29,100
4-250-680	Special Events	10,291	12,000	12,000	12,000
4-250-681	Marketing and Outreach	-	-	-	20,000
4-250-682	Heritage House	20,881	25,000	25,000	25,000
Total Operating		260,392	295,962	290,984	335,864
Capital Outlay					
4-250-700	Equipment	7,720	-	-	-
4-250-701	Library Collection	246,057	290,000	290,000	290,000
Total Capital Outlay		253,777	290,000	290,000	290,000
Total Expense		\$ 1,480,287	\$ 1,643,534	\$ 1,604,937	\$ 1,764,166

**Pflugerville Public Library
Capital Outlay**

Account Number	Item	FY20 Proposed
4701	Collection (Books, e-books, CDs, DVDs, etc.)	290,000
4701 Total		<u><u>\$ 290,000</u></u>
Total Capital Outlay		<u><u>\$ 290,000</u></u>

**Pflugerville Public Library
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Amazon Prime Membership	Group	99	-	119	119
American Assoc. for State and Local History	Indiv (1)	118	115	115	115
American Library Association	Indiv (5)	864	840	840	840
Central Texas Library System	Group	300	300	300	300
Instructables	Group	-	99	99	99
Public Library Association	Indiv (7)	-	-	-	525
School Library Journal Digital	Group	-	-	-	160
Texas Historical Foundation	Indiv (1)	-	-	-	50
Texas Library Association	Indiv (7)	954	1,000	1,000	1,000
Texas Municipal Library Directors Assoc	Group	120	120	120	120
Total		\$ 2,455	\$ 2,474	\$ 2,593	\$ 3,328

**Pflugerville Public Library
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Apollo Software ¹	1 year	Library	11,572	17,000	11,572	-
Bed Bug Preventions	1 year	Library	3,600	1,800	3,600	3,600
Boiler/Hygrometer Inspection	1 year	Library	-	842	842	842
Compliance Site License	1 year	Library	193	3,000	3,000	3,000
Digital Local History Archive Hosting ¹	1 year	Library	5,679	5,700	6,300	-
Electronic Vehicle Charging Stations	1 Year	Library	-	-	-	4,500
Fiber Pole	1 year	Library	-	1,000	1,000	1,000
Fire Prevention Alarm Test & Inspection	1 year	Library	2,618	2,620	2,620	2,620
HVAC Maintenance	1 year	Library	882	6,000	6,000	6,000
Meeting Room Management	1 year	Library	895	700	3,592	3,600
Mobile Hotspots Maintenance	1 year	Library	2,400	2,508	3,700	3,700
Mowing & Landscaping	1 year	Library	5,903	5,500	5,500	5,500
Pest Control	1 year	Library	375	290	375	375
Public Computer Management ¹	1 year	Library	2,363	3,000	3,000	-
Public Computer Security ¹	1 year	Library	1,112	1,115	1,115	-
Rat Abatement and Prevention	1 year	Library	-	250	250	250
Security System	1 year	Library	1,158	823	491	491
Social Media Archiving	1 year	Library	-	240	240	240
Video making software	1 year	Library	-	-	-	408
Wi-Fi Counter	1 year	Library	-	-	-	3,600
Total			\$ 38,749	\$ 52,388	\$ 53,197	\$ 39,726

¹ Amounts moved from Maintenance Contracts to Public Technology Access for FY20.

Municipal Court

Pflugerville Justice Center, 1611 E. Pfennig Lane | M-F 8am-6pm (excluding holidays)

Ph. (512) 990-6285 | pflugervilletx.gov/court

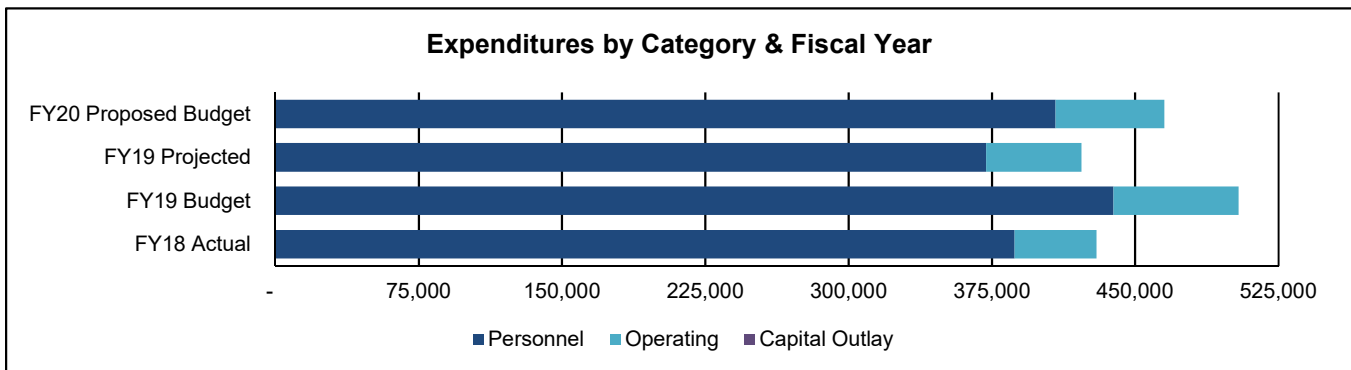
Department Description

Municipal Court provides a forum for fair and balanced resolution of legal issues within its jurisdiction and in accordance with City of Pflugerville ordinances and the laws of the State of Texas.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	386,884	438,765	372,105	408,402	-7%	10%
Operating	42,906	65,475	49,911	56,913	-13%	14%
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ 429,790	\$ 504,240	\$ 422,015	\$ 465,315	-8%	10%



FY20 Budget Highlights

Category	Item	Amount
None	None	-

Municipal Court

Pflugerville Justice Center, 1611 E. Pfennig Lane | M-F 8am-6pm (excluding holidays)

Ph. (512) 990-6285 | pflugervilletx.gov/court

FY19 Accomplishments

- ☒ Completed implementation of electronic citation process.
- ☒ Implemented Teen Court program to educate and engage youth in the community.
- ☒ Conducted warrant amnesty program.

FY20 Goals

- ☐ Increase efficiency with implementation of "paperless" case filings.
- ☐ Provide additional training to Teen Court participants to enhance program effectiveness.
- ☐ Improve customer service communications using interactive voice response and messaging tools.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Cases Filed	6,748	7,423	7,794
Uncontested Dispositions	3,489	3,957	4,353
Compliance Dismissals	780	792	894
Driver Safety Dismissals	702	761	785
Deferred Disposition Dismissals	1,046	962	1,059
Trial by Judge	0	2	5
Trial by Jury	1	10	6
Warrants Issued	1,077	1,980	1,830
Warrants Cleared	1,825	8,057	2,197

Municipal Court

Pflugerville Justice Center, 1611 E. Pfennig Lane | M-F 8am-6pm (excluding holidays)

Ph. (512) 990-6285 | pflugervilletx.gov/court

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Court Administrator/Associate Judge	1	1	1
Court Clerk	1	1	1
Deputy Court Clerk	3	3	3
Municipal Court Judge (Part-Time)	1	1	1
Total Positions	6	6	6

Municipal Court Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-260-000	Salaries	290,714	319,267	265,939	294,110
4-260-005	Overtime	478	1,000	574	1,000
4-260-010	Employee Incentives	3,669	3,600	1,523	1,800
4-260-015	Employee Retirement	35,788	38,014	33,469	35,259
4-260-020	Social Security/Medicare	21,910	24,776	20,505	22,714
4-260-030	Workers Compensation	532	338	305	319
4-260-040	Employee Insurance	32,816	41,395	39,414	40,990
4-260-050	Unemployment Tax	977	1,620	1,620	1,620
4-260-085	Merit Increases	-	8,755	8,755	10,590
	Total Personnel	386,884	438,765	372,105	408,402
	Operating				
4-260-195	Other Professional Fees	11,782	19,100	16,594	15,500
4-260-310	Communications	1,560	1,700	1,560	1,700
4-260-410	Training and Education	1,838	2,100	1,900	2,100
4-260-420	Insurance	319	400	304	400
4-260-430	Office Supplies	10,456	9,500	9,000	9,600
4-260-440	Small Tools/Equipment	934	3,000	-	3,000
4-260-460	Memberships/Dues	150	175	135	175
4-260-465	Rentals/Leases (copiers)	3,562	5,000	2,400	2,400
4-260-480	Other Operating	964	8,000	2,000	1,000
4-260-510	Maintenance Contracts	11,168	13,500	15,218	16,438
4-260-520	Maintenance and Repairs	173	3,000	800	3,000
4-260-698	Teen Court	-	-	-	1,600
	Total Operating	42,906	65,475	49,911	56,913
	Capital Outlay				
4-260-700	Equipment	-	-	-	-
	Total Capital Outlay	-	-	-	-
	Total	\$ 429,790	\$ 504,240	\$ 422,015	\$ 465,315

**Municipal Court
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Credit Card Fees ¹	11,367	18,600	11,366	15,000
Interpreter - Court ¹	415	500	500	500
Temporary Personnel Services	-	-	4,728	-
Total	\$ 11,782	\$ 19,100	\$ 16,594	\$ 15,500

¹ Expenditures will be funded with Special Revenue funds, offsetting revenue is included in General Fund Revenue.

**Municipal Court
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Texas Association for Court Administrators	Indiv (1)	75	75	75	75
Texas Court Clerks Association	Indiv (1)	-	40	-	40
Texas Municipal Court Association	Indiv (1)	75	60	60	60
Total		\$ 150	\$ 175	\$ 135	\$ 175

**Municipal Court
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
InCode Software Maintenance ¹	1 year	Justice Center (Court)	11,168	13,500	15,218	16,438
Total			\$ 11,168	\$ 13,500	\$ 15,218	\$ 16,438

¹ Expenditures will be funded with Court Technology special revenue funds. Revenue offsetting the expenditures is included in the General Fund.



Pflugerville Animal Welfare Services (PAWS)

Pflugerville Animal Shelter, 1600 Waterbrook Dr. | Sun-Tues 11am-6pm, Th-Sa 11am-6pm
Ph. (512) 990-PETS | pflugervilletx.gov/paws

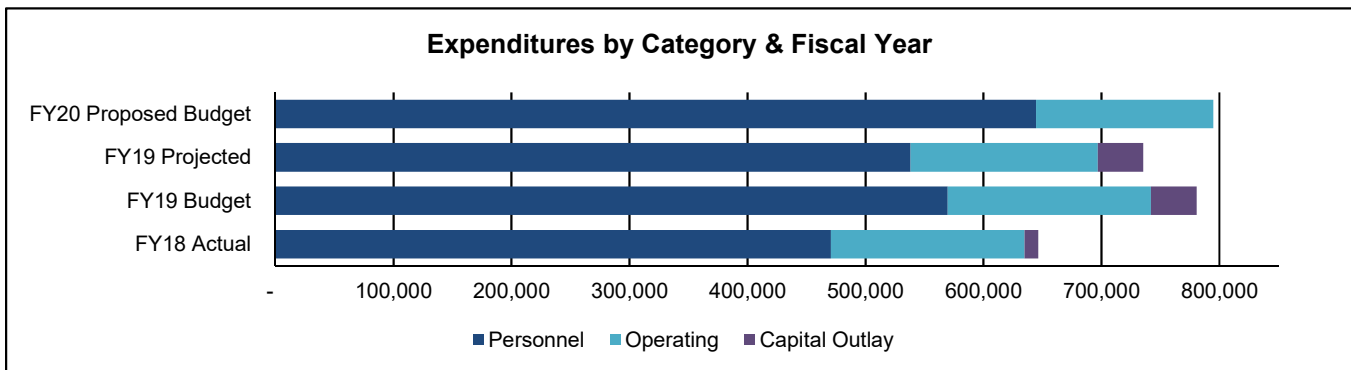
Department Description

Pflugerville Animal Welfare Services (PAWS) is comprised of Pflugerville Animal Shelter and Field Services and is a service focused department. PAWS responds to animal related calls inside the city limits, including investigating state law and city ordinance violations. PAWS houses stray and unwanted animals, has an adoption and foster program, and a volunteer program. PAWS hosts various volunteer groups from companies and civic groups, and provides education and outreach to youth in the community.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	470,859	569,831	538,356	644,745	13%	20%
Operating	163,938	172,200	158,673	150,150	-13%	-5%
Capital Outlay	11,710	38,750	38,575	-	-100%	-100%
Total	\$ 646,507	\$ 780,781	\$ 735,604	\$ 794,895	2%	8%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	58,899

Pflugerville Animal Welfare Services (PAWS)

Pflugerville Animal Shelter, 1600 Waterbrook Dr. | Sun-Tues 11am-6pm, Th-Sa 11am-6pm

Ph. (512) 990-PETS | pflugervilletx.gov/paws

FY19 Accomplishments

- ☒ Increased ability to provide for the safety and health of City animal population through the opening of a new Dog Intake building and Catio (cat patio) for cat enrichment.
- ☒ Increased ability to efficiently serve citizens through the purchase and installation of a new shelter.
- ☒ Improved call volume mapping through the installation of new field software.
- ☒ Increased the number of new volunteers and improved the volunteer onboarding process through the creation of an online volunteer orientation.
- ☒ Increased animal safety awareness in City through education services on bite prevention, rabies awareness, and responsible pet ownership in public and private schools and child care centers.

FY20 Goals

- ☐ Increase effectiveness by creating more adoptable animals through the improvement and expansion of training programs for volunteers, tailoring training to address enrichment and training needs of animals.
- ☐ Evaluate needs in high call volume neighborhoods and/or areas to provide more resources to address neighborhood needs and ultimately reduce call volume.
- ☐ Implement diversion programs to help owners keep pets instead of surrender, and help adopters work through issues instead of returning animals to shelter.
- ☐ Maintain the ability to address needs of animal population by increasing the number of short term fosters who evaluate how animals behave in the home, and increasing the number of bottle baby fosters.
- ☐ Implement and assess programs to reduce length of stay of animals at the shelter, and reduce number of owner surrendered animals.
- ☐ Collaborate with Friends of the Pflugerville Animal Shelter, the shelter's 501c3 support group, to increase membership and support through social media and print promotions.

Performance Measures			
Indicators	FY18 Actuals	FY19 Estimate	FY20 Estimate
Output			
Dogs & Puppies Received	643	740	720
Cats & Kittens Received	326	405	375
Livestock Received	0	2	2
Other Domestic Animals Received	20	20	20
Activities for Animal Control Officers	2,164	2,450	2,700
Animals Impounded in Field by ACOs	360	400	420
Effectiveness			
Volunteer Hours	*	*	*
Percentage of Dogs & Puppies Adopted or Transferred to Rescue	*	*	*
Percentage of Cats & Kittens Adopted or Transferred to Rescue	*	*	*
Percentage of Dogs Reclaimed by Owner	*	*	*
Percentage of Cats Reclaimed by Owner	*	*	*
Fiscal Year Save Rate	98.4%	98.0%	98.0%

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Pflugerville Animal Welfare Services (PAWS)

Pflugerville Animal Shelter, 1600 Waterbrook Dr. | Sun-Tues 11am-6pm, Th-Sa 11am-6pm

Ph. (512) 990-PETS | pflugervilletx.gov/paws

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Animal Shelter Director	1	1	1
Animal Control Supervisor	1	1	1
Animal Control Officer	2	3	3
Kennel Technician Supervisor	0	1	1
Kennel Technician	2	3	3
Administrative Technician	1	1	1
Animal Shelter (Part-Time)	4	3	3
Total Positions	11	13	13

Pflugerville Animal Welfare Services (PAWS)
Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-270-000	Salaries	330,689	385,222	361,294	388,501
	Equity				58,899
4-270-005	Overtime	6,574	6,500	8,500	8,500
4-270-006	Overtime- Pfestivals	51	500	500	500
4-270-010	Employee Incentives	-	-	-	2,000
4-270-015	Employee Retirement	40,747	48,153	48,536	49,754
4-270-020	Social Security/Medicare	25,726	30,004	28,327	30,562
4-270-030	Workers Compensation	6,626	5,687	5,178	5,967
4-270-040	Employee Insurance	58,738	80,720	72,975	81,980
4-270-050	Unemployment Tax	1,708	3,443	3,443	3,510
4-270-085	Merit Increases	-	9,602	9,602	14,573
	Total Personnel	470,859	569,831	538,356	644,745
	Operating				
4-270-195	Other Professional Fees	51,494	42,000	42,000	42,000
4-270-200	Gasoline	5,188	4,200	4,200	4,200
4-270-210	Vehicle Repair	2,460	5,300	5,300	5,500
4-270-220	Equipment Repair	558	500	500	500
4-270-300	Electricity	11,850	15,500	14,251	15,000
4-270-310	Communications	8,478	9,000	8,831	3,600
4-270-330	Natural Gas	942	1,200	2,176	2,300
4-270-405	Uniforms and PPE	4,129	9,200	9,200	9,500
4-270-410	Training and Education	2,849	4,000	4,000	5,000
4-270-420	Insurance	3,010	7,400	5,265	5,700
4-270-430	Office Supplies	976	1,500	1,500	1,600
4-270-432	Custodial Supplies	-	-	-	400
4-270-440	Small Tools/Equipment	15,792	17,600	15,600	10,000
4-270-455	Printing and Records	-	-	-	200
4-270-460	Memberships/Dues	-	200	250	250

**Pflugerville Animal Welfare Services (PAWS)
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-270-465	Rentals/Leases (Copiers)	3,931	4,000	2,000	2,000
4-270-476	Animal Supplies	13,204	21,000	21,000	21,000
4-270-480	Other Operating	8,647	12,000	5,000	3,400
4-270-510	Maintenance Contracts	6,306	5,600	5,600	5,600
4-270-520	Maintenance and Repairs	24,124	10,000	10,000	10,400
4-270-680	Special Events	-	2,000	2,000	2,000
Total Operating		163,938	172,200	158,673	150,150
Capital Outlay					
4-270-700	Equipment	-	15,750	15,575	-
4-270-702	Software	-	23,000	23,000	-
4-270-710	Buildings	11,710	-	-	-
Total Capital Outlay		11,710	38,750	38,575	-
Total		\$ 646,507	\$ 780,781	\$ 735,604	\$ 794,895

Pflugerville Animal Welfare Services (PAWS)
Other Professional Fees (4195)

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Emergency Care	-	1,000	1,000	1,000
Veterinary Services	51,494	41,000	41,000	41,000
Total	\$ 51,494	\$ 42,000	\$ 42,000	\$ 42,000

**Pflugerville Animal Welfare Services (PAWS)
Memberships (4460)**

	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Texas Animal Control Association	Group	-	200	250	250
	Total	\$ -	\$ 200	\$ 250	\$ 250

**Pflugerville Animal Welfare Services (PAWS)
Maintenance Contracts (4510)**

Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Mowing Contract	1 year	Animal Shelter	4,877	4,200	4,200	4,200
Pest Control	1 year	Animal Shelter	1,155	1,400	1,400	1,400
Total			\$ 6,306	\$ 5,600	\$ 5,600	\$ 5,600

Police Department

1611 E. Pfennig Lane | Office Hours: M-F 8am-5pm (excluding holidays)
Non-Emergency Ph. 512-990-6700; Emergencies dial 911 | pflugervilletx.gov/police

Department Description

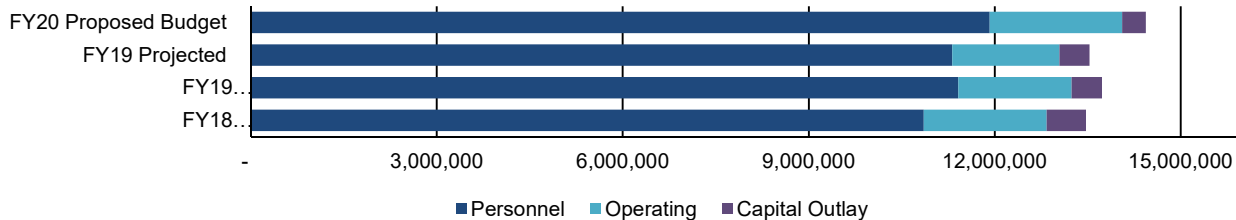
The Police Department enforces City ordinances, State of Texas laws, and applicable federal laws in a fair and impartial manner, while working within the statutory and judicial limitations of the police authority and court process. Additionally, the Department reduces the opportunity for crime by providing a highly visible uniformed patrol and suppresses criminal activity by identifying crime and criminals, arresting offenders, and providing protection to the community. The Police Department also ensures response to emergency calls in a timely manner and coordinates Emergency Management Operations for the City.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	10,855,284	11,413,213	11,314,739	11,920,612	4%	5%
Operating	1,983,742	1,828,140	1,727,813	2,132,689	17%	23%
Capital Outlay	632,718	488,506	488,506	386,309	-21%	-21%
Total	\$ 13,471,744	\$ 13,729,859	\$ 13,531,058	\$ 14,439,611	5%	7%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	32,785
Personnel	Two New Patrol Officers	159,757
Personnel	Increase in Overtime	60,000
Operating	Replacement of Mobile Radios	84,342
Operating	Increase in Training	67,125
Capital Outlay	Replacement of Eight Patrol Tahoes	313,442
Capital Outlay	Patrol Tahoe for Two New Patrol Officers	48,291
Capital Outlay	eDocs and Imaging Module	12,750

Police Department

1611 E. Pfennig Lane | Office Hours: M-F 8am-5pm (excluding holidays)
Non-Emergency Ph. 512-990-6700; Emergencies dial 911 | pflugervilletx.gov/police

FY19 Accomplishments

- ☒ Created quality assurance program for the Communications Division for consistent customer service levels across the division.
- ☒ Awarded a Selective Traffic Enforcement Program (STEP) grant in partnership with Texas Department of Transportation, for the purpose of reducing the amount of collisions in the city.
- ☒ Established new partnerships with regional law enforcement entities for cooperative crime reduction strategies and solving of crimes.
- ☒ Increased transparency through the implementation of a body-worn camera program and issued body-worn cameras to all sworn personnel.
- ☒ Increased effectiveness through the installation and use of an Automated Fingerprint ID System for the purpose of suspect identification and the solving of crimes.
- ☒ Successful transition of Pflugerville ISD Police Department personnel and equipment to new interlocal partnership with Pflugerville ISD.

FY20 Goals

- ☐ Continue to engage our diverse community through public events, community outreach, social media and volunteer opportunities.
- ☐ Analyze Selective Traffic Enforcement Program (STEP) grant funds and Texas Department of Transportation partnership for effectiveness at reducing the amount of collisions.
- ☐ Focus on employee well-being by taking a holistic approach through emotional, mental and physical resiliency programs.
- ☐ Develop and implement an officer wellness/fitness program.
- ☐ Ensure all employees are highly trained and all necessary certifications are maintained.
- ☐ Educate the public on crime reduction and target-hardening techniques in an effort to enhance public safety.
- ☐ Continue ongoing partnership with the Pflugerville ISD and extending services to the Pflugerville ISD Police Department.
- ☐ Maintain accreditation through the Texas Police Chief's Association Best Practices Recognition Program through continued policy development and adherence to established standards.
- ☐ Develop and implement employee survey program to gauge employee satisfaction.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Input			
Collisions	*	*	*
Output			
Calls for Service; Reports Taken	*	*	*
Public Safety Posts to Social Media	*	*	*
Employee Training Hours (TCOLE Mandated, Specialized)	*	*	*
Police Sponsored/Hosted Events	*	*	*
Participation in Community Events (Not Hosted)	*	*	*
Efficiency			
Response Time	*	*	*

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Police Department

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Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Police Chief	1	1	1
Assistant Chief	1	1	1
Commander	2	2	2
Lieutenant	4	5	5
Sergeant	13	13	13
Corporal - Detective	10	10	10
Corporal	10	10	10
Officer	46	47	49
Property Crime Scene Tech	2	2	2
Property Room Supervisor	1	1	1
Civilian Director	1	1	1
Fleet Assistant	1	1	1
Equipment Control Specialist	1	1	1
Public Information Officer ¹	1	1	0
Public Safety Answering Point (PSAP) Coordinator	0	1	1
Dispatch Supervisor	4	4	4
Dispatcher	11	12	12
911 Operator	1	1	1
Call Taker	1	1	1
Office of Community Liaison Manager	0	1	1
Victim Services Director	1	0	0
Police Records Clerk	4	4	4
Administrative Analyst	1	1	1
Records Supervisor/Emer. Mgmt. Coordinator	1	1	1
Special Asst. to the Chief of Police	1	1	1
Administrative Technician	1	1	1
Facilities Maintenance Tech	2	2	1
Victim Services (Part-Time)	1	1	1
Dispatcher (Part-Time)	2	0	0
Records (Part Time)	1	1	1
Office of Community Liaison (Part-Time)	2	2	2
School Crossing Guard (Seasonal)	6	6	6
Total Positions	134	136	136

¹ Moved to Communications Department for FY20.

Police Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-300-000	Salaries	7,604,438	7,868,199	7,789,747	7,993,494
	New Personnel/Promotions				159,757
	Equity				32,785
4-300-005	Overtime	277,045	190,000	265,000	250,000
4-300-006	Overtime - Pfestivals	53,133	50,000	53,133	54,000
4-300-010	Employee Incentives	206,025	209,000	204,521	209,185
4-300-015	Employee Retirement	1,114,976	1,110,407	1,133,379	1,165,360
4-300-020	Social Security/Medicare	608,301	636,266	635,899	650,761
4-300-030	Workers Compensation	116,001	73,637	71,325	78,014
4-300-040	Employee Insurance	854,851	1,021,408	907,440	996,221
4-300-050	Unemployment Tax	20,514	35,943	35,943	35,139
4-300-085	Merit Increases	-	218,353	218,353	295,896
	Total Personnel	10,855,284	11,413,213	11,314,739	11,920,612
	Operating				
4-300-195	Other Professional Fees	171,782	61,650	44,610	49,650
4-300-200	Gasoline	182,916	150,800	150,800	160,800
4-300-210	Vehicle Repair	102,095	81,333	120,000	141,833
4-300-220	Equipment Repair	4,095	3,000	3,150	4,500
4-300-300	Electricity	74,356	78,000	74,502	79,000
4-300-310	Communications	128,556	139,400	123,811	113,500
4-300-330	Natural Gas	13,842	18,300	10,292	10,900
4-300-400	Postage	-	-	-	2,500
4-300-405	Uniforms and PPE	161,183	185,030	165,000	180,030
4-300-406	Vest Expense	59,930	53,614	15,000	31,600
4-300-410	Training and Education	37,322	32,875	38,000	100,000
4-300-420	Insurance	128,724	119,700	128,036	122,200
4-300-430	Office Supplies	14,363	14,500	14,500	16,000
4-300-432	Custodial Supplies	-	-	-	5,700
4-300-434	Ammunition	25,028	28,000	28,000	28,700
4-300-435	Property and Evidence Supplies	-	-	-	23,200

Police Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-300-440	Small Tools/Equipment	182,945	134,317	134,317	300,461
4-300-455	Printing and Records	-	-	-	7,000
4-300-460	Memberships/Dues	17,269	21,931	23,059	23,304
4-300-465	Rentals/Leases (Copiers)	28,918	29,080	25,000	25,000
4-300-466	Leased Office Space	23,760	26,136	26,136	26,136
4-300-475	Police Dogs (3)	52,331	20,000	20,000	25,000
4-300-480	Other Operating	95,380	76,856	76,856	34,000
4-300-510	Maintenance Contracts	139,967	284,618	299,104	335,775
4-300-520	Maintenance and Repairs	299,975	205,000	150,000	153,000
4-300-600	Emergency Management	-	-	-	5,000
4-300-678	Information Technology ¹	-	-	-	69,900
4-300-684	Recruiting /Prof Standards	32,694	56,500	50,000	50,000
4-300-687	COPS/CERT Program	3,253	3,500	3,500	3,500
4-300-688	Victim Assistance Program	-	1,000	1,000	1,000
4-300-692	Vehicle Impound	2,934	3,000	3,140	3,500
Total Operating		1,983,742	1,828,140	1,727,813	2,132,689
Capital Outlay					
4-300-700	Equipment	618,118	488,506	488,506	373,559
4-300-702	Software	14,600	-	-	12,750
Total Capital Outlay		632,718	488,506	488,506	386,309
Total		13,471,744	\$ 13,729,859	\$ 13,531,058	\$ 14,439,611

¹ Amounts have been moved from the IT budget.

**Police Department
New Personnel**

Position	Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Benefits	Total
Patrol Officer	58,240	8,078	4,455	270	637	8,198	21,639	79,879
Patrol Officer	58,240	8,078	4,455	270	637	8,198	21,639	79,879
Totals	\$ 116,480	\$ 16,156	\$ 8,911	\$ 540	\$ 1,275	\$ 16,396	\$ 43,277	\$ 159,757
Total								\$ 159,757

**Police Department
Capital Outlay**

Account Number	Item	FY20 Proposed
700	Cyanoacrylate Fuming Chamber Used to process evidence and latent fingerprints	6,200
700	Evidence Refrigerator Additional refrigerator for evidence storage	5,626
700	Patrol Tahoe (1) For 2 new patrol positions	48,291
700	Patrol Tahoes (8) Replacement of 2012-2013 Patrol Tahoes (444, 458, 460, 461, 480, 481, 484, 485)	313,442
Total 4700		\$ 373,559
702	FileOnQ - eDocs & Imaging Module Enables property personnel to attach documents in FileOnQ	12,750
Total 4702		\$ 12,750
Total Capital Outlay		\$ 386,309

Police Department
Other Professional Fees (4195) and Information Technology (4678)

Other Professional Fees

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Officer Exam Audit	-	7,500	6,000	6,000
Facility System Assessment and Repairs	42,110	-	-	-
Case Related Medical Testing	29,337	12,000	15,000	17,000
CAD RMS Software Training	81,064	-	-	-
Officer Debriefing	140	2,500	2,500	2,500
Patrol Officer Bonds	425	450	425	450
Police Consulting	17,447	35,500	18,000	20,000
Police Physical Exams	-	1,200	1,200	1,200
Psychological Evaluations	1,080	2,500	1,485	2,500
Total	\$ 171,782	\$ 61,650	\$ 44,610	\$ 49,650

Information Technology

Project/Software/Program	FY20 Proposed
Spillman Technical Onsite & Remote	4,400
Cloud Storage Expansion	40,000
Cisco Phone License	5,500
Building UPS Maintenance	4,000
Camera Upgrades	16,000
Total	<u>69,900</u>

**Police Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
ARIC (Austin Regional Intelligence Center)	Group	9,945	10,000	10,413	10,500
CAPCOG Emergency Notification System	Group	-	1,500	1,500	1,500
Central Texas Crime Prevention	Group	-	180	180	180
I.A. Property & Evidence	Group	-	600	600	600
International Association of Chiefs of Police (IACP)	Group	350	300	380	380
International Association of Chiefs of Police Network (IACPNET)	Group	350	350	1,225	1,225
International Association of Law Enforcement Intelligence Analysts (IALEIA)	Indiv (1)	50	150	50	50
Life at LEMIT	Indiv (1)	70	-	-	-
Leads On-Line (Pawn Shops)	Group	2,148	2,148	2,148	2,148
National Night Out	Group	35	35	35	35
NIXLE (Messaging System)	Group	1,743	1,750	1,750	1,795
NNDDA (Canine Certification)	Indiv (2)	-	400	300	300
Police Executive Research Forum	Group	300	450	475	475
The Productivity Center (TCLEDDS)	Group	-	1,600	1,760	1,830
Texas Crime Prevention Association (TCPA)	Group	60	90	60	90
Texas Assoc. of Municipal Information Officers (TAMIO)	Group	-	70	-	-
Texas Gang Investigators Association Membership	Indiv (1)	20	-	-	-
Texas Police Chiefs Association	Indiv (2)	498	508	508	521
Texas Police Chiefs Association (Accreditation)	Group	1,600	1,600	1,600	1,600
Texas Law Enforcement Analyst Network (LEAN)	Indiv (2)	75	25	25	25
Texas Victim Services Association	Indiv (1)	-	50	50	50
U.S. ID Manual	Group	-	125	-	-
Total		\$ 17,269	\$ 21,931	\$ 23,059	\$ 23,304

**Police Department
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Adobe Software License	1 year	Pfennig Ln.	-	-	-	1,800
AFIS Machine Maintenance	1 year	Pfennig Ln.	-	6,300	6,300	7,740
ALPR Maintenance	1 year	Pfennig Ln.	-	1,800	-	-
Alarm Monitoring	1 year	203 W. Main	789	610	789	800
AC Maintenance	1 year	Pfennig Ln.	13,421	17,184	17,000	17,000
Boiler Licensing	1 year	Pfennig Ln.	110	150	125	150
CAD RMS Software Maintenance	1 year	Pfennig Ln.	2,439	122,816	122,816	122,816
Cell Phone Extraction	1 year	Pfennig Ln.	800	3,400	3,400	3,400
CLEAR	1 year	Pfennig Ln.	9,386	6,000	12,539	12,539
Coalition Radio Fees	1 year	Pfennig Ln.	49,864	61,000	53,000	57,000
Critical Elite Maintenance	1 year	Pfennig Ln.	-	750	750	750
Generators	1 year	Pfennig Ln.	3,978	5,000	5,000	5,000
Landscaping/Mowing	1 year	Pfennig Ln.	3,383	6,000	6,000	6,200
NICE Maintenance Contract	1 year	Pfennig Ln.	-	-	-	12,000
DORS online reporting	1 year	Pfennig Ln.	329	-	15,780	15,780
Blue Team Software	1 year	Pfennig Ln.	-	-	-	840
IA Pro Software	1 year	Pfennig Ln.	-	-	-	1,200
Latent Print Software	1 year	Pfennig Ln.	-	-	-	200
Pest Control	1 year	Pfennig Ln.	1,605	1,400	1,400	1,400
Radar Maintenance	1 year	Pfennig Ln.	-	1,600	1,600	1,600
Radio Maintenance	1 year	Pfennig Ln.	41,399	38,908	32,904	34,000
Range Maintenance	1 year	Pfennig Ln.	-	7,000	7,000	20,000
Record Management	1 year	Pfennig Ln.	-	-	6,060	6,060
Sprinkler Inspection	1 year	Pfennig Ln.	4,641	4,700	4,641	4,700
Performance Evaluation Software	1 year	Pfennig Ln.	-	-	2,000	2,000
Spillman Red Hat Enterprise License	1 year	Pfennig Ln.	-	-	-	800
			\$ 139,967	\$ 284,618	\$ 299,104	\$ 335,775

Parks and Recreation Department

400 Immanuel Rd. | Rec Center: M-F 5:30am-9pm, Sa 8am-8pm, Su 1pm-6pm

Ph. 512-990-6350 | pflugervilletx.gov/parks

Department Description

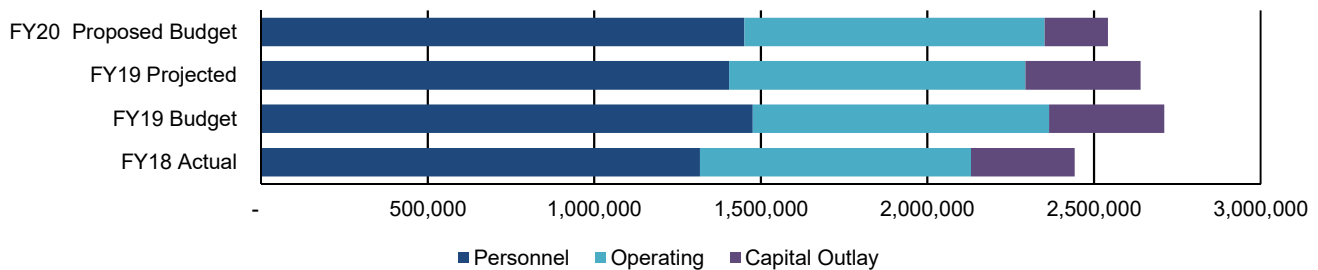
The Pflugerville Parks and Recreation Department is responsible for all developed parks, paved hike and bike trails, parkland and open space, a Recreation Center, four aquatic facilities and numerous recreation programs. Its mission is to provide the citizens of Pflugerville with opportunities for increased health and wellness through recreational activities and safe park facilities that promote physical, emotional, intellectual, cultural, and social well-being for all members of the community.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	1,317,381	1,475,787	1,405,425	1,451,295	-2%	3%
Operating	814,295	889,715	889,170	901,018	1%	1%
Capital Outlay	310,536	345,750	345,750	190,000	-45%	-45%
Total	\$ 2,442,212	\$ 2,711,252	\$ 2,640,345	\$ 2,542,313	-6%	-4%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	27,123
Capital Outlay	Replacement 15 Passenger Van	40,000
Capital Outlay	Replacement Playground Equipment for Creekside Park	150,000

Parks and Recreation Department

400 Immanuel Rd. | Rec Center: M-F 5:30am-9pm, Sa 8am-8pm, Su 1pm-6pm

Ph. 512-990-6350 | pflugervilletx.gov/parks

FY19 Accomplishments

- ☒ Created new access to recreational activities and safe park facilities through completion of 1849 Phase 1.
- ☒ Increased opportunities for seniors to access recreational activities through the completion of the Senior Room expansion.
- ☒ Increased opportunities for citizens to utilize parks through creation of Outdoor Programs.
- ☒ Promoted health and wellness for seniors through expanded Senior Program offerings.
- ☒ Completed Bohls Park playground replacement. Increased safety of parks through completion of Bohls Park playground replacement.
- ☒ Increased safety and accessibility of Parks through completion of Pfluger park ADA access and addition of a shade structure.

FY20 Goals

- ☐ Expand access to recreational activities and safe park facilities by beginning construction on Lake Pflugerville Phase I.
- ☐ Create access to recreational activities and safe park facilities through completion of Wilbarger Creek Park.
- ☐ Complete needs assessment and feasibility study for Recreation and Senior Center.
- ☐ Continue to provide opportunities for increased health and wellness for the growing community by expanding Senior and Outdoor programs.
- ☐ Provide opportunities for recreational activities through creation of Programming for 1849 Park.
- ☐ Increase opportunities for recreational activities through completion of Youth Sports Agreement for team sports at 1849 Park.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Average age of playgrounds	12	11	11
Parks	45	46	47
Effectiveness			
Volunteers	4,467	4,690	5,171
Volunteer Hours	16,635	16,415	18,089
Cost Savings Derived from Volunteers (\$)	299,430	295,470	325,602
New Outdoor Programs	0	7	12
Summer Pfun Camp Participation	1,225	1,350	1,418
Percent of Recreation Classes Meeting Minimum Enrollment	88.0%	85.0%	88.0%
New Senior Programming (% of Total Senior Programming)	75.0%	85.0%	88.0%
Senior Memberships	588	700	710
1849 Field Usage	0.0%	100.0%	100.0%

Parks and Recreation Department

400 Immanuel Rd. | Rec Center: M-F 5:30am-9pm, Sa 8am-8pm, Su 1pm-6pm

Ph. 512-990-6350 | pflugervilletx.gov/parks

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Parks and Recreation Director	1	1	1
Assistant Parks & Rec Director	1	1	1
Parks Development Manager ¹	1	1	0
Aquatic/Athletic Coordinator	1	1	1
Aquatics/Athletic Specialist	1	1	1
Community Service Coordinator	1	1	1
Special Events Coordinator	1	1	1
Recreation Superintendent	1	1	1
Recreation Program Coordinator	1	1	1
Community Service Coordinator	1	1	1
Parks Maintenance Specialist ²	0	1	1
Administrative Technician	2	2	2
Recreation Center Technician	1	1	1
Rec Center Receptionist (Part-Time)	4	4	4
Parks Intern (Part-Time)	1	1	1
Pfun Camp Staff ³ (Seasonal)	22	22	22
Pool Staff ³ (Seasonal)	89	89	89
Instructors ³ (Seasonal)	7	7	7
Nursery Attendants ³ (Seasonal)	2	2	2
Total Positions	138	139	138

¹ Moved to Engineering for FY20.

² Moved from Parks Operations in FY19.

³ This is an estimate of the total number of seasonal positions.

Parks and Recreation Department Expense

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel				
4-400-000 Salaries	666,406	732,327	670,789	683,105
Equity				27,123
4-400-005 Overtime	373	4,000	1,000	1,000
4-400-006 Overtime- Pfestivals	4,370	1,000	4,000	4,000
4-400-010 Employee Incentives	5,600	3,600	5,600	5,600
4-400-015 Employee Retirement	89,052	95,023	90,541	90,968
4-400-020 Social Security/Medicare	50,631	56,681	52,126	53,068
4-400-030 Workers Compensation	3,581	2,683	2,745	2,781
4-400-040 Employee Insurance	94,185	115,906	109,057	106,457
4-400-050 Unemployment Tax	2,382	4,923	4,923	4,645
4-400-085 Merit Increases	-	19,644	19,644	27,548
Total Personnel	916,580	1,035,787	960,425	1,006,295
Operating				
4-400-195 Other Professional Fees	93,768	30,000	25,000	20,000
4-400-200 Gasoline	6,572	6,000	6,000	6,000
4-400-201 Propane	2,432	1,600	1,600	1,600
4-400-210 Vehicle Repair & Maintenance	10,735	3,500	25,000	10,600
4-400-220 Equipment Repair	474	-	-	-
4-400-300 Electricity	36,856	89,000	59,134	96,000
4-400-310 Communications	14,048	15,800	8,801	4,700
4-400-320 Water	2,188	6,000	5,000	5,000
4-400-330 Natural Gas	1,498	2,000	1,145	1,300
4-400-405 Uniforms and PPE	973	800	800	800
4-400-410 Training and Education	13,982	18,600	18,600	18,600
4-400-420 Insurance	17,295	24,000	24,322	30,400
4-400-430 Office Supplies	4,352	4,000	4,000	4,200
4-400-432 Custodial Supplies	-	-	-	5,000
4-400-440 Small Tools/Equipment	9,624	10,000	7,000	13,000
4-400-455 Printing and Records	-	-	-	500
4-400-460 Memberships/Dues	3,049	3,155	3,580	2,430

Parks and Recreation Department Expense

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-400-465 Rentals/Leases	23,498	24,000	22,000	60,100
4-400-480 Other Operating	12,105	29,100	15,000	6,200
4-400-510 Maintenance Contracts	12,089	22,845	21,873	21,873
4-400-520 Maintenance and Repairs	25,836	106,500	62,000	35,100
4-400-650 Pool	227,426	196,500	275,000	244,000
4-400-651 Pool Salaries ¹	315,826	335,000	335,000	335,000
4-400-661 Athletic Programs	7,847	10,315	10,315	10,315
4-400-662 Recreation Programs	113,231	100,000	100,000	110,300
4-400-663 Rec Programs Salaries ¹	10,103	20,000	20,000	20,000
4-400-664 Pfun Camp	27,972	25,000	30,000	30,000
4-400-665 Pfun Camp Salaries ¹	74,872	85,000	90,000	90,000
4-400-676 Senior Center Programs	35,837	40,000	40,000	40,000
4-400-680 Special Events	95,936	107,000	107,000	107,000
4-400-681 Promotional Materials	10,507	9,000	11,000	11,000
4-400-689 Farmers Market	4,168	5,000	5,000	5,000
Total Operating	1,215,096	1,329,715	1,334,170	1,346,018
Capital Outlay				
4-400-700 Equipment	296,537	290,000	290,000	190,000
4-400-702 Software	-	15,750	15,750	-
4-400-710 Buildings	-	40,000	40,000	-
4-400-720 Improvements o/t Buildings	13,999	-	-	-
Total Capital Outlay	310,536	345,750	345,750	190,000
Total Expense	\$ 2,442,212	\$ 2,711,252	\$ 2,640,345	\$ 2,542,313

¹ Salaries include Social Security/Medicare & TEC.

**Parks and Recreation Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Playground Replacement Equipment For Creekside (21 Years Old) to upgrade the playground, playcurb, and add ADA access	150,000
4700	15 Passenger Van Replacement of 2000 E350 Passenger Van (#229)	40,000

Total 4700 \$ 190,000

Total Capital Outlay \$ 190,000

**Parks and Recreation Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Processing and Credit Card Fees	20,618	30,000	25,000	20,000
Recreation & Senior Center Needs Assessment and Feasibility Study	69,850	-	-	-
Irrigation System Evaluation	3,300	-	-	-
Total	\$ 93,768	\$ 30,000	\$ 25,000	\$ 20,000

**Parks and Recreation Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
American Society of Landscape Architects ¹	Indiv (2)	930	930	930	-
Arbor Day Foundation	City-wide	-	25	25	25
Keep Texas Beautiful	City-wide	175	175	150	150
Landscape Architect License Renewal (TBAE) ¹	Indiv (2)	215	220	220	-
National Recreation Park Association	Indiv (5)	640	510	875	875
Texas Amateur Athletic Federation (TAAF)	City-wide	235	235	235	235
Texas Dept. of Agriculture (Farmers Market)	City-wide	-	50	50	50
Texas Municipal League	Indiv (1)	85	-	85	85
Texas Public Pools Council	Indiv (2)	104	110	110	110
Texas Recreation and Park Society (TRAPS)	Indiv (9)	665	900	900	900
Total		\$ 3,049	\$ 3,155	\$ 3,580	\$ 2,430

¹ Moved to Engineering for FY20.

**Parks and Recreation Department
Maintenance Contracts (4510)**

Equipment	Location	Term	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Copier Maintenance	Rec Center	1 year	66	150	150	150
Elevator - Inspection	Rec Center	1 year	400	386	404	404
Elevator - Licensing	Rec Center	1 year	-	20	20	20
Elevator- Maintenance	Rec Center	1 year	2,621	3,700	3,700	3,700
Fire Alarm & Sprinklers Inspection & Monitoring	Rec Center	1 year	1,328	2,500	2,500	2,500
Fire Extinguisher Inspection	Rec Center	1 year	55	55	55	55
HVAC	Rec Center	1 year	679	5,000	5,000	5,000
Mowing	Rec Center	1 year	3,383	7,500	7,500	7,500
Pest Control	Various Park Facilities	1 year	1,460	1,650	1,650	1,650
RainBird Irrigation System Maintenance	Rec Center	1 year	280	-	-	-
Security System- Rec Center	Rec Center	1 year	1,218	784	784	784
Weight Room Equipment	Rec Center	1 year	600	1,100	110	110
Total			\$ 12,089	\$ 22,845	\$ 21,873	\$ 21,873



Parks Operations Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

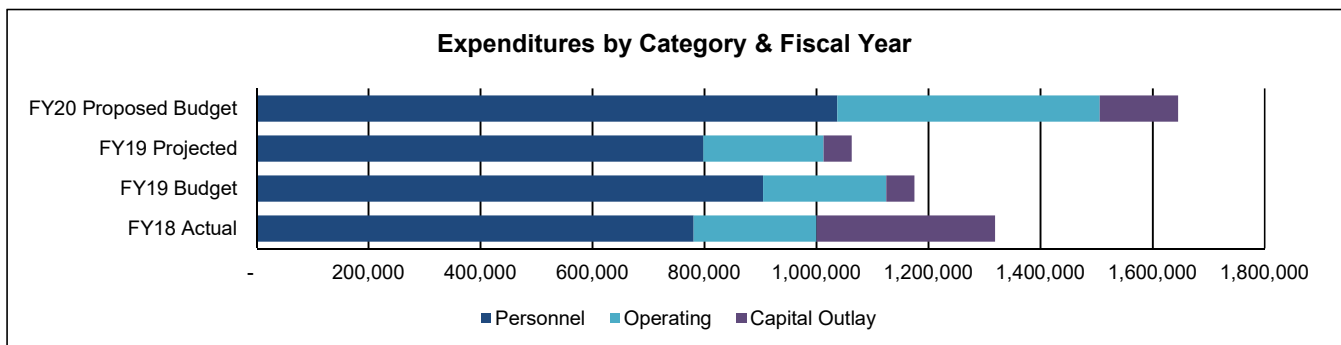
Department Description

The Parks Operations Department is responsible for the day-to-day operations and maintenance of Pflugerville's developed parks and paved trails. Its mission is to maintain the City's parks and park facilities to the standard expected by citizens and users.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	780,785	904,250	797,849	1,037,282	15%	30%
Operating	219,168	220,161	214,811	468,264	113%	118%
Capital Outlay	318,686	50,000	50,000	140,000	180%	180%
Total	\$ 1,318,639	\$ 1,174,411	\$ 1,062,660	\$ 1,645,546	40%	55%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	37,377
Personnel	Parks Operations Technician	45,107
Capital Outlay	Replacement of Ford F-250 with Ford F-550 Chassis XL	70,000
Capital Outlay	Replacement of Ford F-350 Crew Cab Long Bed with Ford F-350 XL Crew Cab	40,000
Capital Outlay	Replacement of EZ Electric Shuttle Cart with 2 Seat Utility Vehicle	15,000
Capital Outlay	Replacement of 72' Mower with Zero Turn Mower	15,000

Parks Operations Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Implemented work order system to increase efficiency.
- ☒ Increase efficiency of operations through the use of Playground Guardian, a Playground Management and Maintenance Software.
- ☒ Educated citizens through programs such as Arbor Day and Nature Pfest in partnership with PflSD.
- ☒ Created opportunities for citizens to enjoy City parks through assistance with numerous special events including Deutschen Pfest, Chili Pfest, Spring Pfling, Plaza Palooza, and the Pfirecracker Pfestival.

FY20 Goals

- ☐ Increase efficiency with the City-wide work order system.
- ☐ Begin maintenance of the newly completed Wilbarger Creek Park once complete.
- ☐ Increase uniformity with all site aesthetic amenities such as benches, trash cans, signage, etc.
- ☐ Protect the natural environment through trainings for staff on best mowing practices in wildflower areas.
- ☐ Align with appropriate specifications for field maintenance by improving or maintaining current practices.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Parks Maintained	45	46	47
Park Acres Maintained	1,072	1,089	1,100
Bags of Trash	12,000	13,000	15,000
Miles of Trails Maintained	46	47	48
Annual Work Orders Completed	N/A	N/A	50
Effectiveness			
Work Orders Completed Within 24 Hours	N/A	N/A	90.0%
Special Events Cleaned-Up within 24 Hours	90.0%	95.0%	100.0%
Parks Cleaned-Up within 24 Hours Following a Holiday	90.0%	95.0%	100.0%

Parks Operations Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Parks Operations Superintendent	0	1	1
Parks Operations Foreman	1	1	1
Parks Operations Specialist ¹	4	3	3
Parks Operations Technician	10	10	11
Parks Operations Technician (Part-Time)	2	4	4
Seasonal Parks Operations Tech (Seasonal)	4	4	4
Total Positions	21	23	24

¹ One Parks Operations Specialist moved to Parks & Recreation in FY19.

Parks Operations Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-550-000	Salaries	531,233	608,134	523,155	639,759
	New Personnel/Promotions			-	45,107
	Equity				37,377
4-550-005	Overtime	6,032	6,000	6,000	7,000
4-550-006	Overtime- Pfestivals	10,321	6,000	10,500	8,000
4-550-010	Employee Incentives	7,477	9,000	7,131	7,200
4-550-015	Employee Retirement	70,847	76,448	73,790	82,979
4-550-020	Social Security/Medicare	41,351	48,129	40,021	50,640
4-550-030	Workers Compensation	9,091	6,145	5,801	6,659
4-550-040	Employee Insurance	101,775	122,115	109,172	122,970
4-550-050	Unemployment Tax	2,659	5,789	5,789	5,789
4-550-085	Merit Increases	-	16,490	16,490	23,802
	Total Personnel	780,785	904,250	797,849	1,037,282
	Operating				
4-550-200	Gasoline	19,883	16,000	16,000	16,000
4-550-201	Propane	775	1,050	1,050	1,050
4-550-210	Vehicle Repair & Maintenance	8,672	11,000	11,000	11,100
4-550-220	Equipment Repair	11,561	14,000	14,000	14,000
4-550-310	Communications	3,342	3,600	3,133	9,200
4-550-405	Uniforms and PPE	6,538	10,286	10,286	15,386
4-550-410	Training and Education	1,620	3,500	1,276	2,000
4-550-420	Insurance	5,857	8,800	6,911	8,000
4-550-430	Office Supplies	7	500	500	500
4-550-432	Custodial Supplies	-	-	-	9,400
4-550-433	Chemicals	3,817	10,000	10,000	12,000
4-550-440	Small Tools/Equipment	15,284	15,000	15,000	15,000
4-550-460	Memberships/Dues	385	425	655	580
4-550-465	Rentals/Leases	959	4,000	4,000	9,800
4-550-472	Landscaping	9,536	-	9,000	10,000
4-550-480	Other Operating	38,545	28,000	28,000	500
4-550-510	Maintenance Contracts	-	-	-	239,348
4-550-520	Maintenance and Repairs	82,535	94,000	84,000	94,400

**Parks Operations Department
Expense**

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-550-686	Lake Pflugerville	9,851	-	-	-
Total Operating Expense		219,168	220,161	214,811	468,264
Capital Outlay					
4-550-700	Equipment	196,411	50,000	50,000	140,000
4-550-710	Buildings	122,275	-	-	-
Total Capital Outlay		318,686	50,000	50,000	140,000
Total Expense		\$ 1,318,639	\$ 1,174,411	\$ 1,062,660	\$ 1,645,546

**Parks Operations Department
New Personnel**

Position	Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Parks Operations Technician	29,910	4,149	2,288	270	292	8,198	45,107
Totals	\$ 29,910	\$ 4,149	\$ 2,288	\$ 270	\$ 292	\$ 8,198	\$ 45,107
							Total \$ 45,107

Parks Operations Department Capital Outlay

Account Number	Item	FY20 Proposed
4700	Ford F-550 Chassis XL 4X2 SD Reg. Cab Replacement of 2000 Ford F250 (#220), will be used to pull stage and haul bulk materials	70,000
4700	Utility Vehicle - 2 Seat Replacement of EZ GO Electric Shuttle Cart	15,000
4700	Zero Turn Mower Replacement of 2002 Gravely 72" mower	15,000
4700	Ford F-350 XL Crew Cab Replacement of F-350 4x2 Crew Cab Long Bed (#437)	40,000
Total 4700		\$ 140,000
Total Capital Outlay		\$ 140,000

**Parks Operations Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
National Recreation & Parks Association (NRPA)	Indiv (1)	-	170	170	170
TCEQ - Irrigator's License	Indiv (1)	-	75	75	-
Texas Dept of Agriculture - Applicator's License	Indiv (1)	115	70	70	70
Texas Recreation & Parks Society (TRAPS)	Indiv (1)	100	110	110	110
Texas Sports Turf Managers Assoc.	Indiv (2)	60	-	120	120
Texas Turfgrass Association	Indiv (1)	110	-	110	110
Total		\$ 385	\$ 425	\$ 655	\$ 580

**Parks Operations Department
Maintenance Contracts (4510)**

Equipment	Location	Term	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Mowing Contract ¹	Various Park Facilities	1 year	-	-	-	236,348
Playground Maintenance Software	Various Park Facilities	1 year	-	-	-	3,000
			\$ -	\$ -	\$ -	\$ 239,348

¹ Moved from Streets and Drainage Department for FY20.



Streets and Drainage Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Department Description

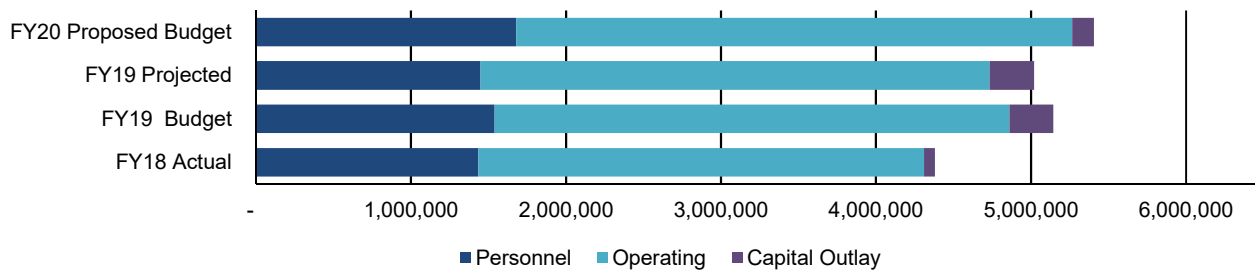
The Streets and Drainage Department is responsible for streets maintenance (crack sealing, pothole repairs, patching utility cuts, and responding to emergency and special event road closures); right-of-way-maintenance (mowing, edging, tree trimming, trash removal and repairing sidewalks); drainage maintenance (maintaining culverts, detention ponds, channels and creeks); sign maintenance (maintaining traffic signs, streets signs, barricades and complying with federal and state regulations for street sign placement and maintenance); and mowing (Right-of-Ways and drainage areas).



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	1,434,922	1,541,292	1,450,382	1,680,320	9%	16%
Operating	2,876,230	3,320,500	3,283,969	3,586,170	8%	9%
Capital Outlay	70,055	284,075	285,856	141,000	-50%	-51%
Total	\$ 4,381,207	\$ 5,145,867	\$ 5,020,207	\$ 5,407,490	5%	8%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	77,368
Operating	Increase in Contracted Street Maintenance	450,000
Capital Outlay	Replacement of Track Loader	60,000
Capital Outlay	Replacement of Ford F-250 with Ford F-150 4x4 Crew Cab	34,000
Capital Outlay	Replacement of Gooseneck Trailer	14,000
Capital Outlay	Replacement of 61" Mower	13,000
Capital Outlay	Replacement of 72" Mower	13,000
Capital Outlay	Replacement of Gooseneck Trailer with 22' Tilt Trailer	7,000

Streets and Drainage Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Increased staffs' ability to make informed budget decisions in regards to the maintenance and rehabilitation of City streets, sidewalks, and signs by performing a pavement evaluation.
- ☒ Continued to address pedestrian safety issues throughout the City, focusing on trip hazards within one-half mile of public buildings, through the Sidewalk Repair Program.
- ☒ The purchase of the new sign printer has had a great impact on the Department's ability to make a high quality sign for less money, along with a quicker turnaround than going to a vendor for our custom sign needs.
- ☒ Increased citizen safety by regrading and stabilizing the soil of five heavily eroded drainage channels, as well as clearing four channels of silt and debris.
- ☒ Rehabilitated Black Locust Dr. from the intersection of Heatherwilde to Grand Avenue.

FY20 Goals

- ☐ Create safer and more reliable streets by implementing a City wide maintenance program which includes the full spectrum of maintenance techniques, and a systematic approach to extending the life of the pavement.
- ☐ The Department will evaluate a Preventive Maintenance Program, including the tools and training necessary to ensure its success.
- ☐ Ensure Pflugerville complies with the State and Federal regulations regarding the minimum levels of reflectivity for all regulatory signs (STOP, speed limit, etc.) by implementing a phased sign replacement program.
- ☐ Decrease stormwater flow through residents' yards by addressing drainage issues on E. Walter Ave./Geyser Ave.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Traffic Signals Owned and Maintained	15	18	21
Lane Miles Crack Sealed	128	127	140
Sidewalk Repairs (Linear Feet)	6,885	4,335	2,900
Signs Made	664	600	700
Signs Maintained	308	375	800
Acres Mowed per Month (In-House)	240	240	260
Storm Inlets Inspected	429	500	500
Storm Inlets Cleaned	125	125	125
Effectiveness			
Percent of Employees Who Have Passed National Incident Management System - FEMA Training 100 and 700	N/A	100.0%	100.0%
Voluntary Employee Turnover Rate	6	4	4

Streets and Drainage Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Field Operations Superintendent	1	1	1
Street Foreman	1	1	1
Drainage Foreman	1	1	1
Field Operations Foreman	1	1	1
Crew Leader	4	4	4
Equipment Operator	11	11	11
Sign Shop Technician	2	2	2
Field Operations Crew Leader	2	2	2
Field Operations Technician	5	5	5
Total Positions	28	28	28

Streets and Drainage Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-500-000	Salaries	947,859	1,006,267	953,168	1,036,819
	Equity				77,368
4-500-005	Overtime	17,061	10,000	9,000	10,000
4-500-006	Overtime- Pfestivals	11,627	8,000	12,000	12,000
4-500-010	Employee Incentives	9,900	7,200	11,215	12,600
4-500-015	Employee Retirement	135,616	139,454	133,522	148,606
4-500-020	Social Security/Medicare	73,588	78,907	74,134	81,964
4-500-030	Workers Compensation	36,862	22,867	22,417	24,532
4-500-040	Employee Insurance	198,095	231,812	198,140	229,544
4-500-050	Unemployment Tax	4,313	7,560	7,560	7,560
4-500-085	Merit Increases	-	29,225	29,225	39,327
	Total Personnel	1,434,922	1,541,292	1,450,382	1,680,320
Operating					
4-500-195	Other Professional Fees	-	100,000	117,875	18,000
4-500-200	Gasoline	46,497	50,000	40,000	50,000
4-500-201	Propane	431	200	200	200
4-500-210	Vehicle Repair	29,725	40,000	30,000	40,800
4-500-220	Equipment Repair	58,294	50,000	55,000	50,000
4-500-301	Electricity - Street/Traffic Lights	566,990	592,000	564,000	593,000
4-500-310	Communications	7,059	7,400	6,900	7,900
4-500-400	Postage	-	-	-	200
4-500-405	Uniforms and PPE	12,783	13,000	12,000	24,900
4-500-410	Training and Education	4,291	10,000	10,000	10,000
4-500-420	Insurance	22,735	22,000	21,200	22,900
4-500-430	Office Supplies	1,393	400	200	600
4-500-432	Custodial Supplies	-	-	-	2,000
4-500-433	Chemicals	2,282	4,500	3,000	4,500
4-500-440	Small Tools/Equipment	41,743	35,000	35,000	35,000
4-500-460	Memberships/Dues	-	-	-	1,970
4-500-465	Rentals/Leases	7,967	20,000	7,500	14,000
4-500-480	Other Operating Expenses	42,030	35,000	35,000	5,500

Streets and Drainage Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-500-500	Street Repairs (in house)	143,369	181,000	181,000	200,000
4-500-501	Street Maintenance (contracted)	994,316	1,150,000	1,150,000	1,600,000
4-500-502	ROW/Drainage Projects	75,568	150,000	150,000	150,000
4-500-503	Sidewalk Repair (contracted)	144,383	150,000	150,000	150,000
4-500-504	Pavement Marking (contracted)	150,665	150,000	150,000	190,000
4-500-510	Maintenance Contracts	436,317	470,000	475,094	280,000
4-500-520	Maintenance and Repairs	5,395	5,000	5,000	14,700
4-500-524	Traffic Signal Maintenance	47,709	50,000	50,000	60,000
4-500-525	Signs & School Signals	34,291	35,000	35,000	60,000
Total Operating		2,876,230	3,320,500	3,283,969	3,586,170
Capital Outlay					
4-500-700	Equipment	22,153	117,075	118,856	141,000
4-500-720	Improvements o/t Buildings	47,902	167,000	167,000	-
Total Capital Outlay		70,055	284,075	285,856	141,000
Total Expense		\$ 4,381,207	\$ 5,145,867	\$ 5,020,207	\$ 5,407,490

**Streets and Drainage Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Track Loader Replacement of a 2007 Trackloader	60,000
4700	Gooseneck Trailer Replacement of 1999 Gooseneck Trailer (#249)	14,000
4700	Ford F-150 4x4 Crew Cab Replacement of 2000 Ford F-250 (#254)	34,000
4700	22' Tilt Trailer Replacement of 2000 Gooseneck Trailer (#292)	7,000
4700	61" Mower Replacement of 1998 Grasshopper Mower	13,000
4700	72" Mower Replacement of 72" Scag Mower	13,000
Total 4700		\$ 141,000
Total Capital Outlay		\$ 141,000

**Streets and Drainage Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Pavement Management Study	-	100,000	117,875	18,000
Total	\$ -	\$ 100,000	\$ 117,875	\$ 18,000

**Streets and Drainage Department
Memberships (4460)**

Organization	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
American Public Works Association	Department	-	-	-	1,700
International Municipal Signal Association	Indiv (3)	-	-	-	270
Total		\$ -	\$ -	\$ -	\$ 1,970

**Streets and Drainage Department
Maintenance Contracts (4510)**

Equipment/Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Crack Seal	1 Year	Various	119,920	120,000	120,000	150,000
Drainage Improvements	1 year	Various	46,970	-	-	-
Drainage Mowing	1 Year	Various	55,052	80,000	80,000	80,000
Parks Mowing ¹	1 year	Various	214,375	220,000	225,094	-
Street/ROW Mowing - Contracted	1 year	Various	-	50,000	50,000	50,000
Total			\$ 436,317	\$ 470,000	\$ 475,094	\$ 280,000

¹ Moved to Parks Operations for FY20.



Resource Recovery Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Department Description

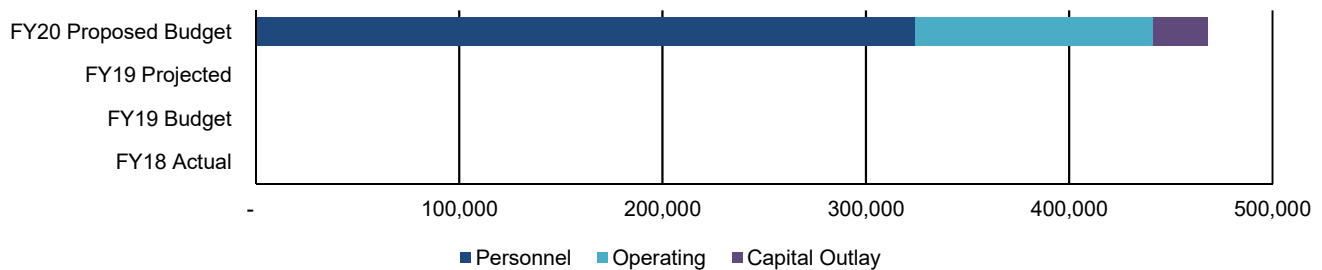
Resource Recovery is responsible for curbside chipping and staffing the City's Recycle Center. Curbside Chipping provides homeowners the opportunity to dispose of tree and brush debris, which the City then uses for producing compost and mulch, both of which are available to residents to pick up at the Recycle Center free of charge. The Recycle Center provides a way for homeowners to dispose of many household items in an environmentally sound manner.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	324,589	N/A	N/A
Operating	-	-	-	116,600	N/A	N/A
Capital Outlay	-	-	-	27,000	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 468,189	N/A	N/A

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
General	Resource Recovery Separated from Wastewater Treatment	-
Equity	Compensation and Classification Equity Adjustments	16,829
Capital Outlay	Replacement of Ford F-250 with Ford F-150	27,000

Resource Recovery Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Decreased operational costs at the Recycle Center by taking advantage of the cooperative opportunities with the City of Austin and Travis County.
- ☒ Evaluated operations and made recommendations for the Chipping Program and Recycle Center.

FY20 Goals

- ☐ Expand recycling operations to include items that will further enhance our commitment to the environment.
- ☐ Expand the hours of operation to better serve the community.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Chipping Piles Collected	15,647	14,000	14,000
Tires Collected	1,568	1,100	10,000
Scrap Metal Collected (Tons)	114	95	100
Cardboard Collected (Tons)	23	20	20

Resource Recovery Department

15500 Sun Light Near Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position ¹	FY18 Approved	FY19 Approved	FY20 Proposed
Resource Recovery Foreman	0	0	1
Resource Recovery Crew Leader	0	0	1
Resource Recovery Equipment Operator	0	0	4
Total Positions	0	0	6

¹ All Resource Recovery positions were separated from Wastewater Treatment to form a new department beginning in FY20.

Resource Recovery Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-500-000	Salaries				197,940
	Equity				16,829
4-500-005	Overtime				2,000
4-500-010	Employee Incentives				1,800
4-500-015	Employee Retirement				27,981
4-500-020	Social Security/Medicare				15,433
4-500-030	Workers Compensation				4,379
4-500-040	Employee Insurance				49,188
4-500-050	Unemployment Tax				1,620
4-500-085	Merit Increases				7,419
	Total Personnel	-	-	-	324,589
Operating					
4-500-200	Gasoline				20,000
4-500-210	Vehicle Repair				10,000
4-500-220	Equipment Repair				20,000
4-500-310	Communications				700
4-500-405	Uniforms and PPE				6,000
4-500-410	Training and Education				1,000
4-500-420	Insurance				900
4-500-440	Small Tools/Equipment				10,000
4-500-480	Other Operating Expenses				6,000
4-500-510	Maintenance Contracts				40,000
4-500-520	Maintenance and Repairs				2,000
	Total Operating	-	-	-	116,600
Capital Outlay					
4-500-700	Equipment				27,000
	Total Capital Outlay	-	-	-	27,000
	Total Expense	\$ -	\$ -	\$ -	\$ 468,189

Resource Recovery Department Capital Outlay

Account Number	Item	FY20 Proposed
4700	Ford F-150 Replacement of 1999 Ford F-250 (#221)	27,000
Total 4700		<u>\$ 27,000</u>
Total Capital Outlay		<u>\$ 27,000</u>

**Resource Recovery Department
Maintenance Contracts (4510)**

Equipment/Service	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Tub Grinding	Recycle Center	-	-	-	40,000
Total		\$ -	\$ -	\$ -	\$ 40,000

Fleet Department
 15500 Sun Light Way #B | M-F 7:30am-4pm (excluding holidays)
 Ph. 512-990-6400 | pflugervilletx.gov

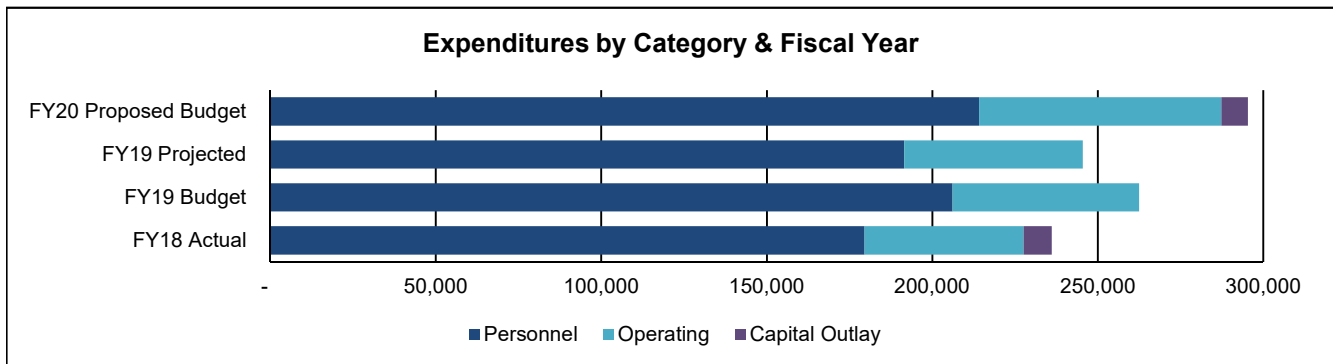
Department Description

The Fleet Department ensures all City vehicles and equipment are in the best possible condition through routine maintenance and repairs. Other responsibilities include reviewing and assisting with purchases of City vehicles and equipment, and performing repairs, state inspections, and preventive maintenance on all City vehicles and equipment.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	179,499	206,140	191,526	214,137	4%	12%
Operating	48,096	56,300	53,903	73,200	30%	36%
Capital Outlay	8,500	-	-	8,000	N/A	N/A
Total	\$ 236,095	\$ 262,440	\$ 245,429	\$ 295,337	13%	20%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	3,311
Capital Outlay	Tire Changer	8,000

Fleet Department

15500 Sun Light Way #B | M-F 7:30am-4pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Performed repairs in the most efficient way to serve customers and keep the departments within budget.
- ☒ Coordinated with Departments to spec and purchase vehicles and equipment.
- ☒ Decreased maintenance and repair costs by replacing the Fleet Department vehicle.

FY20 Goals

- ☐ Provide training to educate vehicle users on proper operation and maintenance of vehicles and equipment.
- ☐ Evaluate alternative fuels, fuel efficiency, fuel sources and alternative modes of transportation.
- ☐ Evaluate and develop a Fleet Replacement Plan.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Vehicles Inspected	230	235	240
Vehicles Maintained	235	240	245
Items of Equipment Maintained	135	140	145

Fleet Department
15500 Sun Light Way #B | M-F 7:30am-4pm (excluding holidays)
Ph. 512-990-6400 | pflugervilletx.gov

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Fleet Maintenance Foreman	1	1	1
Automotive Mechanic	2	2	2
Mechanics Helper (Part-Time)	1	1	1
Total Positions	4	4	4

Fleet Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-600-000	Salaries	127,296	144,154	133,431	147,686
	Equity				3,311
4-600-005	Overtime	153	1,500	500	500
4-600-015	Employee Retirement	17,544	17,941	18,177	18,757
4-600-020	Social Security/Medicare	9,201	11,143	10,112	11,336
4-600-030	Workers Compensation	2,218	1,412	1,332	1,480
4-600-040	Employee Insurance	22,600	24,837	22,821	24,594
4-600-050	Unemployment Tax	486	1,080	1,080	1,080
4-600-085	Merit Increases	-	4,073	4,073	5,393
	Total Personnel	179,499	206,140	191,526	214,137
	Operating				
4-600-200	Gasoline	110	800	800	800
4-600-210	Vehicle Repair	10	900	900	1,000
4-600-220	Equipment Repair	1,533	2,000	2,000	2,000
4-600-310	Communications	610	800	600	700
4-600-405	Uniforms and PPE	1,207	1,600	1,600	2,400
4-600-410	Training and Education	409	750	750	750
4-600-420	Insurance	499	2,700	503	600
4-600-432	Custodial Supplies	-	-	-	2,300
4-600-440	Small Tools/Equipment	7,347	8,000	8,000	8,000
4-600-465	Rentals/Leases	456	2,000	2,000	1,000
4-600-480	Other Operating Expenses	6,744	8,000	8,000	500
4-600-510	Maintenance Contracts	-	-	-	17,800
4-600-520	Maintenance and Repairs	625	750	750	5,350
4-600-687	Bulk Supplies	28,544	28,000	28,000	30,000
	Total Operating	48,096	56,300	53,903	73,200
	Capital Outlay				
4-600-700	Equipment	8,500	-	-	8,000
	Total Capital Outlay	8,500	-	-	8,000
	Total Expense	\$ 236,095	\$ 262,440	\$ 245,429	\$ 295,337

**Fleet Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Tire Changer	8,000
4700 Total		<u>\$ 8,000</u>
Total Capital Outlay		<u>\$ 8,000</u>

**Fleet Department
Maintenance Contracts (4510)**

Equipment/Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Fleet Vehicle GPS Service ¹	1 year	All GF Non-Police Vehicles	-	-	-	17,800
Total			\$ -	\$ -	\$ -	\$ 17,800

¹ Moved from the Administration Department for FY20.

Facilities Maintenance

102 South Third Street | M-F 8:00am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov

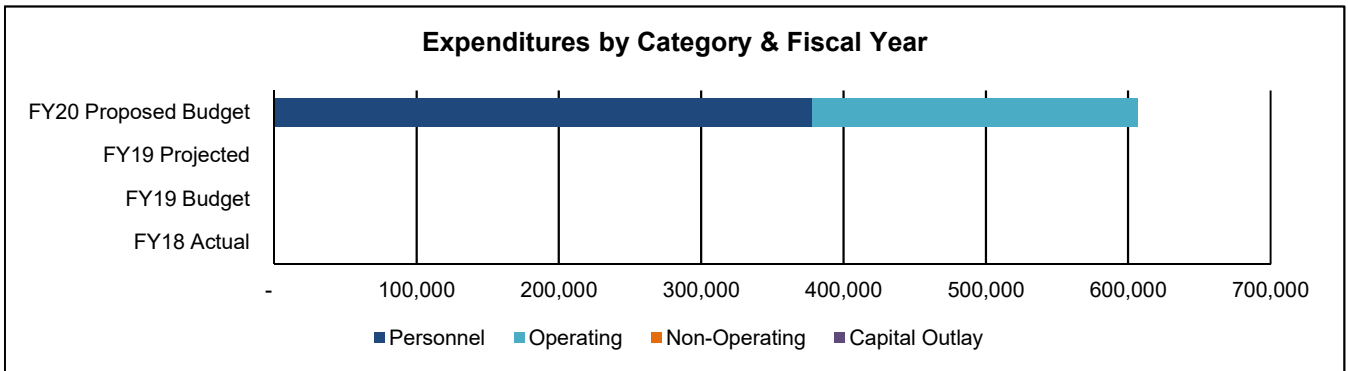
Department Description

Facilities Maintenance is responsible for the cleaning and maintenance of all City facilities and Downtown area. Facilities Maintenance performs preventative maintenance and repairs on all City buildings and related building equipment and is also responsible for soliciting bids from outside Vendors, monitoring City contracts that relate to facilities maintenance, and delivering the mail to and from the Post Office and City facilities.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	378,087	N/A	N/A
Operating	-	-	-	228,750	N/A	N/A
Non-Operating	-	-	-	-	N/A	N/A
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ -	\$ -	\$ -	\$ 606,837	N/A	N/A



FY20 Budget Highlights

Category	Item	Amount
General	Facilities Maintenance Separated from Administration Department	-
Equity	Compensation and Classification Equity Adjustments	17,072

Facilities Maintenance

102 South Third Street | M-F 8:00am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov

FY19 Accomplishments

- ☒ Increased efficiency through the implementation of an internal ticketing system.
- ☒ Increased efficiency and the rate of preventative maintenance performed by hiring a maintenance technician.
- ☒ Increased the effectiveness and life of the Police Department's facilities and related equipment by soliciting and implementing a contract for preventative maintenance on the air conditioning system.

FY20 Goals

- ☐ Train City staff to use newly-integrated ticketing system to enter and respond to work orders.
- ☐ Train Facilities Maintenance staff to perform preventative maintenance to increase the effectiveness and life of City facilities and related equipment.
- ☐ Research and plan City-wide air conditioning system integration, which would allow Facilities Maintenance to continuously monitor the air conditioning systems at all City locations.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Tickets Received	*	*	*
Trainings Held	*	*	*
Efficiency			
Average Response Time	*	*	*
Percent of Preventative Maintenance Performed by Scheduled Time	*	*	*
Effectiveness			
Repeat Tickets Received (After Clearing Initial Ticket)	*	*	*

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Facilities Maintenance

102 South Third Street | M-F 8:00am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov

Staffing

Position ¹	FY18 Approved	FY19 Approved	FY20 Proposed
Facilities Foreman	0	0	1
Facilities Maintenance Technician II	0	0	1
Facilities Maintenance Technician I ²	0	0	4.5
Total Positions	0	0	6.5

¹ All Facility Maintenance positions were separated from the Administration Department to form a new department beginning in FY20.

² One Facilities Maintenance Technician I position is partially funded (50% / 50%) by the Utility Administration Department.

Facilities Maintenance Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-200-000	Salaries				231,762
	Equity				17,072
4-200-005	Overtime				1,600
4-200-010	Employee Incentives				5,400
4-200-015	Employee Retirement				33,116
4-200-020	Social Security/Medicare				18,265
4-200-030	Workers Compensation				2,998
4-200-040	Employee Insurance				57,386
4-200-050	Unemployment Tax				1,890
4-200-085	Merit Increases				8,598
	Total Personnel				378,087
Operating					
4-200-200	Gasoline				3,200
4-200-210	Vehicle Maintenance				1,450
4-200-300	Electricity				20,000
4-200-320	Water				1,000
4-200-330	Natural Gas				2,100
4-200-310	Communications				4,800
4-200-405	Uniforms and PPE				4,700
4-200-410	Training and Education				1,000
4-200-420	Insurance				8,700
4-200-430	Office Supplies				300
4-200-432	Custodial Supplies				17,000
4-200-440	Small Tools/Equipment				5,000
4-200-466	Leased Office Space				20,000
4-200-480	Other Operating Expenses				3,000
4-200-510	Maintenance Contracts				11,500
4-200-520	Maintenance and Repairs				125,000
	Total Operating	-	-	-	228,750

Facilities Maintenance Expense

				FY19	FY20
		FY18	FY19	Projected	Proposed
		Actual	Budget	Total	Budget
Capital Outlay					
4-200-700	Equipment				-
Total Capital Outlay		-	-	-	-
Total Expense		-	-	-	606,837

**Facilities Maintenance
Maintenance Contracts (4510)**

Equipment/Software	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Alarm Monitoring & Maintenance	1 year	City Hall				5,800
Mowing (City Facilities)	1 year	City Hall, Maintenance				5,000
Pest Control	1 year	City Hall				700
Total			\$ -	\$ -	\$ -	\$ 11,500

Administration Department
 100 East Main Street | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6100 | pflugervilletx.gov

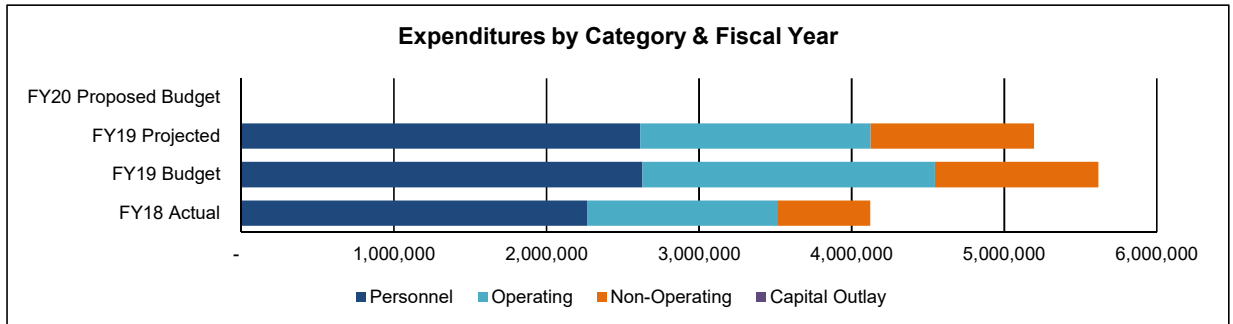
Department Description

Administration has historically been composed of the City Manager's Office, Finance, People and Culture, Communications, and Facilities Maintenance. Beginning in FY20, the Administration Department was separated into its various functions.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	2,265,913	2,627,871	2,613,878	-	-100%	-100%
Operating	1,245,389	1,917,093	1,509,543	-	-100%	-100%
Non-Operating	610,847	1,072,503	1,072,503	-	-100%	-100%
Capital Outlay	-	-	-	-	N/A	N/A
Total	\$ 4,122,149	\$ 5,617,467	\$ 5,195,924	\$ -	-100%	-100%



FY20 Budget Highlights

Category	Item	Amount
General	Administration Department Separated into its Various Functions	-

Administration Department
100 East Main Street | M-F 8am-5pm (excluding holidays)
Ph. 512-990-6100 | pflugervilletx.gov

Staffing

Position¹	FY18 Approved	FY19 Approved	FY20 Proposed
City Manager	1	1	0
Assistant City Manager (ACM)	2	2	0
City Secretary	1	1	0
Human Resources Director	1	1	0
Human Resources Generalist	1	1	0
Human Resources Coordinator	1	1	0
Human Resources Assistant	0	1	0
Digital Content Web Specialist	1	1	0
Communications Director	1	1	0
Marketing Specialist	1	1	0
Videography Multimedia Specialist	1	1	0
Deputy City Secretary	0	1	0
Assistant City Secretary	2	0	0
Administrative Technician (Part-Time)	1	1	0
Facilities Foreman	1	1	0
Facilities Technician	5	6	0
Finance Director	1	1	0
Assistant Finance Director	1	1	0
Budget Analyst	1	1	0
Senior Accountant	1	1	0
Accountant	1	1	0
Accounting/Payroll Technician	1	1	0
Purchasing Coordinator	1	1	0
Accounts Payable Technician	1	1	0
Total Positions	28	29	0

¹ All positions were separated to form new departments based on function beginning in FY20.

Administration Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-200-000	Salaries	1,635,151	1,867,084	1,811,949	-
4-200-005	Overtime	3,710	2,000	2,500	-
4-200-006	Overtime- Pfestivals	2,981	3,000	3,500	-
4-200-010	Employee Incentives	12,799	11,400	10,922	-
4-200-015	Employee Retirement	226,138	253,044	246,736	-
4-200-016	Contractual Retirement Contribution	2,234	-	17,274	-
4-200-020	Social Security/Medicare	117,365	136,240	139,909	-
4-200-030	Workers Compensation	9,547	4,606	5,589	-
4-200-040	Employee Insurance	184,669	229,742	215,045	-
4-200-042	Employee Wellness Program	1,026	1,500	1,200	-
4-200-045	EFA Claim Reimbursement	66,036	60,000	100,000	-
4-200-050	Unemployment Tax	4,257	7,904	7,904	-
4-200-085	Merit Increases	-	51,351	51,351	-
Total Personnel		2,265,913	2,627,871	2,613,878	-
Operating					
4-200-140	Appraisal Fees	125,904	135,000	124,716	-
4-200-150	Auditor Professional Fees	44,000	45,000	45,000	-
4-200-175	Fire Marshal Fees	129,835	160,000	88,866	-
4-200-180	Election Expense	43,673	50,000	10,000	-
4-200-195	Other Professional Fees	165,498	372,989	327,160	-
4-200-196	Public Transportation Services	57,643	60,000	60,000	-
4-200-197	Media Expense	162,765	165,000	155,000	-
4-200-198	Convention Visitors Bureau	6,643	5,000	5,000	-
4-200-200	Gasoline	2,637	2,750	2,750	-
4-200-210	Vehicle Maintenance	1,544	3,000	1,223	-
4-200-300	Electricity	17,498	18,000	18,533	-
4-200-310	Communications	11,709	28,800	28,800	-
4-200-320	Water	1,669	3,700	1,000	-
4-200-330	Natural Gas	2,066	2,500	1,940	-
4-200-400	Postage	18,788	23,000	20,000	-
4-200-405	Uniforms and PPE	1,757	3,000	2,000	-

Administration Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-200-410	Training and Education	35,297	34,000	44,500	-
4-200-412	Management Development	-	20,000	20,000	-
4-200-415	Council Training & Education	3,540	5,000	5,000	-
4-200-416	State of the City	9,818	11,000	11,341	-
4-200-420	Insurance	9,248	18,100	14,246	-
4-200-430	Office Supplies	13,205	11,000	10,000	-
4-200-432	Custodial Supplies	12,953	15,000	13,000	-
4-200-440	Small Tools/Equipment	23,408	20,000	22,000	-
4-200-450	Advertising	2,412	5,000	5,000	-
4-200-460	Memberships/Dues (Department)	8,203	11,676	11,211	-
4-200-461	City Partnerships	28,374	20,200	27,142	-
4-200-465	Rentals/Leases (Copiers)	19,749	28,425	7,000	-
4-200-466	Leased Office Space	16,830	20,000	18,233	-
4-200-480	Other Operating Expenses	151,899	91,769	120,000	-
4-200-510	Maintenance Contracts	107,450	99,098	109,882	-
4-200-520	Maintenance and Repairs	7,726	424,086	174,000	-
4-200-600	Emergency Management	1,433	5,000	5,000	-
Total Operating		1,245,389	1,917,093	1,509,543	-
Non-Operating					
4-200-901	Economic Incentives	610,847	1,072,503	1,072,503	-
Total Non-Operating		610,847	1,072,503	1,072,503	-
Capital Outlay					
4-200-700	Equipment	-	-	-	-
Total Capital Outlay		-	-	-	-
Total Expense		\$ 4,122,149	\$ 5,617,467	\$ 5,195,924	\$ -

**Administration Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Additional Consulting Services	-	175,000	108,940	-
Background Checks	4,530	5,000	5,000	-
Bond Arbitrage Calculations	5,280	7,088	8,850	-
CAMPO Planning Studies Application	8,000	-	-	-
Citizen Survey	-	23,500	8,681	-
COBRA	2,763	2,901	2,400	-
Code Updates	3,257	3,000	3,000	-
Compensation Plan	-	60,000	60,000	-
Confidential Record Storage	1,061	1,000	1,000	-
Drug Screening/Physicals	15,691	20,000	20,000	-
Employee Assistance Program	12,133	12,000	12,100	-
Facility Analysis	-	-	2,850	-
Financial Software Consultant	-	-	-	-
FSA & EFA Admin Fees	5,339	5,500	5,500	-
GASB 45 - OPEB Reporting	-	-	8,366	-
Graphic Designer	13,172	20,000	25,000	-
Hiring & Recruiting Services	28,471	-	-	-
Multi-Lingual Testing	-	1,000	675	-
Parcel Surveys/Appraisals	14,125	20,000	10,000	-
Public Relations Services	7,225	-	-	-
Public Works Facilities Master Plan	14,900	-	34,800	-
Strategic Planning Services	15,661	-	5,000	-
Temporary Personnel	415	12,000	-	-
W-2 & 1099 Processing	4,835	5,000	4,998	-
Website Redesign	5,000	-	-	-
Total	\$ 165,498	\$ 372,989	\$ 327,160	\$ -

**Administration Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
City Manager					
AICP/APA (Planning Associations)	Indiv (1)	698	650	750	-
International Council of Shopping Centers (ICSC)	Indiv (2)	150	-	150	-
International City Managers Assoc. (ICMA)	Indiv (3)	2,246	3,576	3,576	-
Texas Economic Development Council	Indiv (1)	500	500	500	-
Texas City Managers Assoc. (TCMA)	Indiv (4)	1,372	1,900	1,900	-
City Secretary					
ARMA (Records Management)	Indiv (2)	215	860	215	-
Capital City Chapter of Municipal Clerks	Indiv (3)	90	90	90	-
International Institute of Municipal Clerks (IIMC)	Indiv (1)	200	200	210	-
Texas Municipal Clerks Association	Indiv (2)	300	300	300	-
Human Resources					
International Public Management Assoc. for HR	Indiv (1)	397	400	405	-
Society for HR Management (SHRM)	Indiv (3)	105	570	570	-
Texas Municipal HR Assoc. (TMHRA)	Indiv (4)	225	225	320	-
Williamson County HR Assoc. (WCHRMA)	Indiv (1)	-	50	-	-
Finance					
CenTex Chapter American Payroll Assoc.	Indiv (1)	45	60	45	-
Govt. Finance Officers Assoc. (GFOA)	Indiv (3)	595	595	595	-
Govt. Finance Officers Assoc. of Texas (GFOAT)	Indiv (4)	535	500	400	-
Texas Public Purchasing Association (TPPA)	Indiv (1)	75	150	75	-
Texas State Board of Public Accountancy (CPA Lic.)	Indiv (1)	-	70	55	-
Communications					
City County Comm. & Marketing Assoc. (3CMA)	Indiv (1)	-	390	400	-
National Assoc. of Govt. Webmasters (NAGW)	Indiv (1)	150	100	150	-
Texas Association of CVB	Indiv (1)	-	250	250	-
Texas Assoc.of Municipal Information Officers (TAMIO)	Indiv (2)	-	180	255	-
Texas Assoc. of Telecommunications (TATOA)	Indiv (1)	-	60	-	-
Total		\$ 8,203	\$ 11,676	\$ 11,211	\$ -

**Administration Department
City Partnerships (4461)**

Vendors	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
CAMPO (Capital Area Metropolitan Planning Organization)	3,170	3,500	3,170	-
CAPCOG (Capital Area Council of Govs)	11,758	2,700	6,700	-
Community Advancement Network	500	500	500	-
Greater Pflugerville Chamber of Commerce (GPCC)	6,800	6,800	10,000	-
International Council of Shopping Centers (ICSC)	-	100	-	-
Strategic Government Resources (SGR)	-	300	300	-
Texas Comptroller (Purchasing Co-op)	100	100	100	-
Texas Municipal League (TML)	6,046	6,200	6,372	-
Total	\$ 28,374	\$ 20,200	\$ 27,142	\$ -

**Administration Department
Maintenance Contracts (4510)**

Equipment/Software	Term	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Agenda Review Software	1 year	10,030	11,000	10,030	-
Alarm Monitoring & Maintenance	1 year	5,246	6,825	5,500	-
Finance Software	1 year	21,308	21,986	22,373	-
Fleet Vehicle GPS Service	1 year	16,155	15,537	16,295	-
Generator	1 year	2,555	-	-	-
HR Affordable Care Act (ACA) Software	1 year	15,360	15,500	16,464	-
i applicants (tracking)	1 year	2,172	2,400	2,400	-
Internal Communications (Slack) ¹	1 year	-	-	6,500	-
Laserfiche Maintenance	1 year	7,684	-	-	-
Mowing (City facilities)	1 year	6,766	7,350	4,850	-
Open Records Request Mgmt	1 year	4,380	4,600	4,620	-
Pest Control	1 year	525	600	600	-
Website Maintenance	1 year	15,215	13,300	15,250	-
Zactax Subscription	1 year	-	-	5,000	-
		\$ 107,451	\$ 99,098	\$ 109,882	\$ -

¹ Moved from Other Operating for FY19.

Utility Fund Summary

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Operating Revenues				
Water	18,126,203	18,414,298	18,094,433	18,303,500
Wastewater	9,752,804	9,971,880	11,106,680	11,226,220
Solid Waste	4,860,897	5,000,000	5,048,175	5,250,000
Total	\$ 32,739,904	\$ 33,386,178	\$ 34,249,288	\$ 34,779,720
Operating Expenses				
Utility Administration	4,736,630	4,883,504	4,521,208	5,065,958
Utility Maintenance	1,544,040	1,627,423	1,540,539	1,988,224
Water Treatment	3,236,092	3,114,375	4,495,804	4,039,319
Water Distribution	8,458,645	9,481,301	8,184,044	9,537,573
Wastewater Collection	2,308,851	2,557,173	2,487,378	3,923,334
Wastewater Treatment	4,139,752	3,925,643	3,734,156	4,415,959
Solid Waste	4,860,897	5,000,000	5,048,175	5,250,000
Total	\$ 29,284,908	\$ 30,589,419	\$ 30,011,303	\$ 34,220,367
Revenues over (under) expenses	\$ 3,454,996	\$ 2,796,759	\$ 4,237,985	\$ 559,353
Capital Projects				
Capital Project Funding Sources	8,499,120	36,659,862	3,840,753	78,281,182
Capital Project Funding Uses	8,499,120	36,659,862	3,840,753	78,281,182
Sources over (under) uses	\$ -	\$ -	\$ -	\$ -
FY20 Estimated Beginning Fund Balance	\$ 21,505,940			
FY20 Reserved Fund Balance (25% of Operating Expense)	\$ 4,787,244			

See subsequent pages for Utility Fund Capital Improvement Projects and Impact Fee summaries.

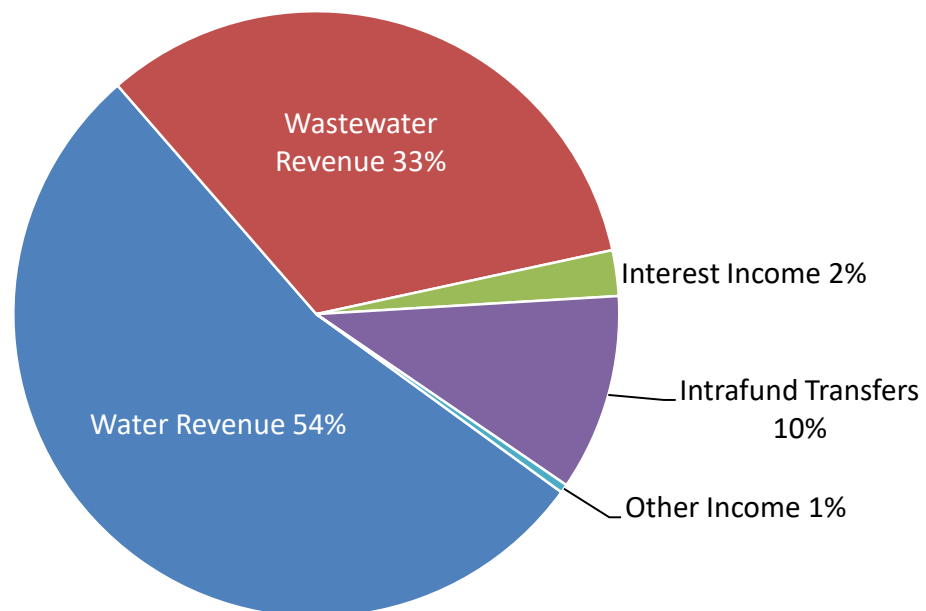


Utility Fund Revenue Summary

(excluding Solid Waste and Capital Projects)

	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget	% Change FY19 - FY20 Budget	% Change FY19 Projected to FY20 Budget
Water Revenue	16,476,585	16,066,298	15,394,500	15,831,500	-1%	3%
Wastewater Revenue	8,314,237	8,604,700	9,404,000	9,744,040	13%	4%
Interest Income	582,707	205,000	880,000	720,000	251%	-18%
Intrafund Transfers	2,350,000	3,380,000	3,380,000	3,100,000	-8%	-8%
Other Income	155,478	130,180	142,613	134,180	3%	-6%
Total	\$ 27,879,007	\$ 28,386,178	\$ 29,201,113	\$ 29,529,720	4%	1%

Utility Fund Revenues FY20 Proposed Budget



Budget Summary

Water and wastewater user fees continue to be the largest source of external income for the Utility Fund, comprising more than 85% of the Utility Fund's operating revenue. Utility rates were increased in December 2018 for both water and wastewater customers. Interest revenue has increased in FY19 with better interest rates; however, these funds are budgeted conservatively since project funds will be spent down, resulting in lower cash balances. Intrafund transfers from accumulated impact fees will continue to fund a portion of water and wastewater debt service expenditures. Utility capital projects, impact fees, and solid waste activities are summarized in separate schedules later in this document.

Water Revenue

	FY18 Actual Total	FY19 Adopted Budget	FY19 Projected Total	FY20 Proposed Budget
3-100-100 Water Revenue	14,872,612	14,420,000	14,300,000	14,729,000
3-100-101 Wholesale Water - Manville	1,283,231	1,302,298	739,500	741,500
3-100-102 Wholesale Water - Windermere	314,992	340,000	349,000	356,000
3-100-120 Tap Fees	5,750	4,000	6,000	5,000
3-100-125 Fire Hydrant Testing Fee	9,250	7,000	5,500	5,000
3-100-700 Service Fees	106,990	95,000	102,000	100,000
3-100-710 Interest Income	160,026	65,000	250,000	200,000
3-100-720 Miscellaneous Income	17,452	16,000	18,400	17,000
Operating revenue	\$ 16,777,378	\$ 16,249,298	\$ 15,773,433	\$ 16,153,500
3-100-711 Non-operating Interest	98,825	25,000	181,000	150,000
3-100-735 Impact Fee Transfer (DS funding)	1,250,000	2,000,000	2,000,000	2,000,000
3-100-735 Impact Fee Transfer (IF Study)	-	140,000	140,000	-
Other revenue	\$ 1,348,825	\$ 2,165,000	\$ 2,321,000	\$ 2,150,000
Total revenue	\$ 18,126,203	\$ 18,414,298	\$ 18,094,433	\$ 18,303,500

Wastewater Revenue

		FY18 Actual Total	FY19 Amended Budget	FY19 Projected Total	FY20 Proposed Budget
3-150-110	Wastewater	8,309,237	8,603,700	9,400,000	9,743,040
3-150-120	Wastewater Tap Fees	5,000	1,000	4,000	1,000
3-150-710	Interest Income	167,443	65,000	244,000	200,000
3-150-726	Rental Income	4,290	4,680	4,680	4,680
3-150-741	Recycling Center	10,421	7,500	9,000	7,500
Operating revenue		\$ 8,496,390	\$ 8,681,880	\$ 9,661,680	\$ 9,956,220
3-150-711	Non-Operating Interest	156,414	50,000	205,000	170,000
3-150-735	Impact Fee Transfer (DS funding)	1,100,000	1,100,000	1,100,000	1,100,000
3-150-735	Impact Fee Transfer (IF Study)	-	140,000	140,000	-
Other revenue		\$ 1,256,414	\$ 1,290,000	\$ 1,445,000	\$ 1,270,000
Total Revenue		\$ 9,752,804	\$ 9,971,880	\$ 11,106,680	\$ 11,226,220

Utility Long-Term Debt Service

Bond Issue	Annual Payment Amounts			
	Water		Wastewater	
	Principal	Interest	Principal	Interest
2010 Limited Tax Refunding¹	\$ 379,800	\$ 177,768	\$ -	\$ -
2012 Limited Tax Refunding²	1,201,398	1,392,348	444,353	514,978
2015 Limited Tax & Refunding³	-	-	462,150	391,946
2015 Combination Tax and Revenue	241,500	450,446	110,250	205,639
2017A Combination Tax and Revenue	-	-	315,000	720,750
2017 Limited Tax & Refunding⁴	-	-	105,000	233,600
2019 Combination Tax and Revenue	-	-	-	744,069
<i>Proposed 2020 Debt Issuance</i>		315,560		623,840
Totals	<u>\$ 1,822,698</u>	<u>\$ 2,336,122</u>	<u>\$ 1,436,753</u>	<u>\$ 3,434,821</u>

¹ 2010 Refunding issue, included partial refunding of 2002 Certificates of Obligation.

² 2012 Refunding issue, included partial refunding of 2002, 2003, 2003A, and 2004 Certificates of Obligation.

³ 2015 Refunding issue, included refunding of 2004 and 2005 Certificates of Obligation.

⁴ 2017 Refunding issue, included refunding of 2009A Certificates of Obligation.

Outstanding Utility Fund Debt

Date of Issue/ Type of Debt	Amount	Bond Principal Balance as of September 30, 2019	Construction funds remaining to be spent as of September 30, 2019
2010 Limited Tax Refunding Bonds	\$5,680,800	\$4,444,200	\$0
The funds from this refunding were used to refinance and partially retire the 2002 Certificates of Obligation.			
2012 Limited Tax Refunding Bonds	\$47,443,000	\$40,440,972	\$0
The funds from this refunding were used to refinance and partially retire the 2002, 2003, 2003A, 2004 Certificates of Obligation.			
2015 Limited Tax & Refunding Bonds	\$10,267,205	\$8,259,200	\$0
The funds from this refunding were used to refinance and retire the 2004 and 2005 Certificates of Obligation.			
2015 Tax & Revenue CO's*	\$16,736,700	\$15,627,750	\$0
The funds from this bond issue were used for constructing, improving and extending the waterworks & sewer system.			
2017A Tax & Revenue CO's*	\$16,950,000	\$16,095,000	\$13,500,000
The funds from this bond issue were used for constructing, improving and extending the waterworks & sewer system.			
2017 Limited Tax Refunding Bonds	\$5,345,000	\$5,040,000	\$0
The funds from this bond issue were used for constructing, improving and extending the waterworks & sewer system.			
2019 Tax & Revenue CO's*	\$11,818,800	\$11,818,800	\$12,524,000
The funds from this bond issue were used for constructing, improving and extending the waterworks & sewer system.			
Totals	\$120,783,905	\$101,725,922	\$26,024,000

* Combination Tax and Revenue Certificates of Obligation

Proposed 2020 debt includes an approximate \$31.8 million issuance (including issuing costs) for waster and wastewater projects.

Water Impact Fees Summary

Impact fees are assessed on new properties to help defray a portion of the costs that naturally result from increased development. By Texas law, these fees must be used for capital acquisition or debt service related to capital projects that have been identified in the City's Capital Improvement Program. Therefore, impact fees are only included in the budget to the extent they are estimated to be used to for approved purposes.

	FY18 Actual	FY19 Approved Budget	FY19 Projected Total	FY20 Proposed Budget
Revenues				
3136 Water Impact Fees	\$ 3,016,645	\$ -	2,800,000	\$ -
Total Revenues	<u><u>\$ 3,016,645</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,800,000</u></u>	<u><u>\$ -</u></u>
Expenses				
3735 Transfer for Debt Service	1,250,000	2,000,000	2,000,000	2,000,000
3735 Transfer for Impact Fee Study	-	140,000	140,000	-
3735 Transfer for Cap Projects	899,444	443,000	148,800	190,000
Total Expenses	<u><u>\$ 2,149,444</u></u>	<u><u>\$ 2,583,000</u></u>	<u><u>\$ 2,288,800</u></u>	<u><u>\$ 2,190,000</u></u>
 Estimated Year End Fund Balance	 \$ 6,152,242			

Wastewater Impact Fees Summary

Impact fees are assessed on new properties to help defray a portion of the costs that naturally result from increased development. By Texas law, these fees must be used for capital acquisition or debt service related to capital projects that have been identified in the City's Capital Improvement Program. Therefore, impact fees are only included in the budget to the extent they are estimated to be used to for approved purposes.

	FY18 Actual	FY19 Approved Budget	FY19 Projected Total	FY20 Proposed Budget
Revenues				
3136 Wastewater Impact Fees	\$ 2,667,789	\$ -	2,400,000	\$ -
Total Revenues	<u>\$ 2,667,789</u>	<u>\$ -</u>	<u>\$ 2,400,000</u>	<u>\$ -</u>
Expenses				
3735 Transfer for Debt Service	1,100,000	1,100,000	1,100,000	1,100,000
3735 Transfer for Impact Fee Study	-	140,000	140,000	-
3735 Transfer for Cap Projects	1,541,057	2,442,000	1,945,912	3,500,000
Total Expenses	<u>\$ 2,641,057</u>	<u>\$ 3,682,000</u>	<u>\$ 3,185,912</u>	<u>\$ 4,600,000</u>
 Estimated Year End Fund Balance	 \$ 6,180,904			

Capital Project Funding Summary

	FY18 Actual	FY19 Amended Budget	FY19 Projected Total	FY20 Proposed Budget
Capital Funding				
Water				
3725 Bond Proceeds (New Debt)	\$ -	\$ -	\$ -	\$ 11,039,000
3725 Existing Bond Funds	-	-	-	-
3900 Fund Balance Transfer	2,064,063	3,859,860	314,594	12,120,618
3900 Impact Fees	899,444	443,000	148,800	190,000
Wastewater				
3725 Bond Proceeds (New Debt)	-	12,170,563	-	19,836,504
3725 Existing Bond Funds	2,594,335	14,810,839	1,115,473	26,024,000
3900 Fund Balance Transfer	1,400,221	2,933,600	315,974	5,571,060
3900 Impact Fees	1,541,057	2,442,000	1,945,912	3,500,000
Total	\$ 8,499,120	\$ 36,659,862	\$ 3,840,753	\$ 78,281,182
Capital Expenditures				
Water				
120 Water Treatment	\$ -	\$ -	\$ -	\$ 11,039,000
130 Water Distribution	2,963,507	4,302,860	463,394	12,310,618
Wastewater				
160 Wastewater Collection	1,728,813	15,711,602	810,786	14,476,873
170 Wastewater Treatment	3,806,799	16,645,400	2,566,573	40,454,691
Total	\$ 8,499,120	\$ 36,659,862	\$ 3,840,753	\$ 78,281,182

Utility Fund Capital Improvement Projects

Water Projects	Total Cost Estimate	FY 2019 Projected	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
System Strength & Reliability							
1 Pump Station at Water Treatment Plant	7,897,100	\$ -	\$ 1,204,700	\$ 6,692,400	\$ -	\$ -	\$ -
2 Water Treatment Plant Expansion to 20.5 MGD	23,000,000	-	3,000,000	10,000,000	10,000,000	-	-
3 Water Treatment Plant, High Service Pump Station, Lake Pump Station Expansion, Pretreatment Trains to 30 MGD	45,810,200	-	5,829,300	19,990,450	19,990,450	-	-
4 Colorado Sand Drive Looping (16")	1,001,500	-	130,195	871,305	-	-	-
5 Looping Improvements in Central Pressure Zone (16"/12")	6,615,000	-	-	-	-	860,000	5,755,000
6 Water Treatment Plant Emergency Generator Power System	7,705,000	-	1,005,000	6,700,000	-	-	-
Storage							
7 Heatherwilde Elevated Storage (950 Pressure Plane)	6,896,000	368,707	-	-	-	-	-
8 2.0 MG Elevated Storage Tank (800 Pressure Plane)	7,993,500	-	1,200,000	3,396,750	3,396,750	-	-
9 2.5 MG North Elevated Storage Tank	9,170,700	-	1,399,000	5,181,100	2,590,600	-	-
Distribution							
10 Weiss Lane Transmission Main Phase 1B	3,381,000	22,037	-	-	-	-	-
11 Helios Way Water Line to Central Wastewater Treatment Plant	335,500	21,448	-	-	-	-	-
12 SH 45 Water Extension and Interconnect	854,400	51,203	552,308	213,600	-	-	-
13 Water Lines to Convert East Pressure Zone to 800' Pressure Zone (30"/24"/20"/16")	2,931,900	-	-	439,800	2,492,100	-	-
14 Water Lines in New 800' Pressure Zone (16"/12")	8,444,700	-	-	1,266,705	5,383,498	1,794,497	-
15 Weiss Lane/Pecan Street Water Lines (42"/36")	10,531,300	-	-	1,579,700	6,713,700	2,237,900	-
16 Weiss Lane/Kelly Lane Water Lines (36"/30")	9,377,400	-	1,406,610	3,985,395	3,985,395	-	-
17 State Highway 130 Water Line (20")	2,196,700	-	329,505	1,867,195	-	-	-
18 State Highway 130 Water Lines (30"/24")	5,846,500	-	877,000	3,727,148	1,242,352	-	-
19 State Highway 45 Water Lines (24"/20")	2,453,900	-	-	368,100	2,085,800	-	-
20 Water Lines to Convert Manville 900' Pressure Zone to 800' Pressure Zone (12"/8")	3,398,200	-	-	-	-	509,730	2,888,470
Miscellaneous System Improvements							
21 Manville Water Line (MUD 5 Agreement)	1,000,000	-	1,000,000	-	-	-	-
22 Colorado River Intake Screen Sourcing System	690,000	-	90,000	600,000	-	-	-
23 Conversion of Water Meters to AMI	8,000,000	-	-	3,000,000	4,000,000	1,000,000	-
24 Zebra Mussel Chemical Control Systems	526,000	-	526,000	-	-	-	-
25 CCN Acquisition	4,800,000	-	4,800,000	-	-	-	-
Total Water Projects		\$ 463,394	\$ 23,349,618	\$ 69,879,648	\$ 61,880,645	\$ 6,402,127	\$ 8,643,470

Funding sources- Water:

Transfer from Fund balance	(314,594)	(12,120,618)	-	-	-	-
Existing Bond Funds	-	-	-	-	-	-
New Bond Funds	-	(11,039,000)	(69,809,648)	(61,880,645)	(6,402,127)	(8,643,470)
Water Impact Fees	(148,800)	(190,000)	(70,000)	-	-	-

Indicates project partially funded by Impact Fees

Utility Fund Capital Improvement Projects

	Total Cost Estimate	FY 2019 Projected	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Wastewater Projects							
Capacity Expansion							
1 Central WWTP Capacity Expansion Phase 1	44,000,000	\$ 2,566,573	\$ 27,670,691	\$ 11,000,000	\$ -	\$ -	\$ -
3 Central WWTP Capacity Expansion Phase 2	18,560,000	-	2,784,000	550,000	6,278,500	8,947,500	-
4 Weiss Lane Lift Station Pump Upgrades	400,000	127,635	272,365	-	-	-	-
5 Carmel Lift Station Pump Upgrades	350,000	-	-	350,000	-	-	-
6 Weiss Lane and Carmel Lift Stations Operational Improvements	1,840,000	-	240,000	1,600,000	-	-	-
7 Renewable Energy Park Force Main Extension	506,000	-	66,000	220,000	220,000	-	-
8 15" Gilleland Creek Interceptor	1,036,300	-	-	-	-	155,445	880,855
9 Club Lift Station Expansion	4,059,000	-	-	-	-	608,850	3,450,150
10 Boulder Ridge Lift Station Expansion	552,300	-	-	-	-	12,450	539,850
Lift Station Removal							
11 Decommission Pfluger Crossing Lift Station	306,800	-	-	306,800	-	-	-
12 Decommission Highland Park Lift Station	306,800	-	-	306,800	-	-	-
13 Decommission Bohls Place Lift Station	306,800	-	-	306,800	-	-	-
14 Decommission Verona Lift Station	306,800	-	-	-	306,800	-	-
Development Driven Improvements							
15 Carmel Interceptor Phase 1 (includes 1849 Park WW line)	3,131,000	18,841	-	-	-	-	-
16 SH 45/SH 130 Tunnel (extend service to north)	2,229,200	169,498	334,380	1,562,843	-	-	-
17 West SH 130 Interceptor Phase 1 & 2	16,480,000	494,812	\$ 8,808,013	4,000,000	2,000,000	-	-
18 Sorento Interceptor Phase 2	4,585,200	-	638,000	2,127,000	1,820,200	-	-
19 Highland Park Interceptor (30"/24")	1,794,800	-	269,220	1,144,185	381,395	-	-
20 Wilbarger Creek Interceptor (54")	25,007,300	-	3,751,095	10,628,102	10,628,103	-	-
21 8.0 MGD Wilbarger Wastewater Treatment Plant	115,440,000	-	10,000,000	45,472,500	43,189,000	16,778,500	-
22 North Central Basin Interceptors (21"/12")	2,839,500	-	-	-	-	450,000	2,389,500
23 Bohls Place Interceptor (8")	652,000	-	97,800	554,200	-	-	-
Total Wastewater Projects		\$ 3,377,359	\$ 54,931,564	\$ 80,129,230	\$ 64,823,998	\$ 26,952,745	\$ 7,260,355
Funding sources - Wastewater:							
Transfer from Fund balance		(315,974)	(5,571,060)	-	-	-	-
Existing Bond Funds		(1,115,473)	(26,024,000)	-	-	-	-
New Bond Funds		-	(19,836,504)	(77,529,230)	(64,823,998)	(26,952,745)	(7,260,355)
Wastewater (Central) Impact Fees		(1,945,912)	(3,500,000)	(2,600,000)	-	-	-

Indicates project partially funded by Impact Fees

Utility Fund Capital Improvement Projects

Total Funding Sources - Water & Wastewater	FY 2019 Projected	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Transfer from Fund balance	\$ (630,568)	\$ (17,691,678)	\$ -	\$ -	\$ -	\$ -
Existing Bond Funds	(1,115,473)	(26,024,000)	-	-	-	-
New Bond Funds	-	(30,875,504)	(147,338,878)	(126,704,643)	(33,354,872)	(15,903,825)
Water and Wastewater (Central) Impact Fees	(2,094,712)	(3,690,000)	(2,670,000)	-	-	-
Projected fund balance remaining at year-end:	\$ 22,500,000	\$ 4,808,322	\$ 4,808,322	\$ 4,808,322	\$ 4,808,322	\$ 4,808,322
Bond funds remaining at year-end:	\$ 26,024,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Proposed Water and Wastewater CIP Expense	\$ 3,840,753	\$ 78,281,182	\$ 150,008,878	\$ 126,704,643	\$ 33,354,872	\$ 15,903,825

Notes

All project information provided by the City Engineer in May 2019.
 Use of available fund balance will be considered prior to future bond issuances.
 Use of available impact fees will be re-evaluated upon completion of the Impact Fee Study in fiscal year 2020.



Solid Waste Summary

Revenue	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Solid Waste	4,860,897	5,000,000	5,048,175	5,250,000
Total Revenue	<u>\$ 4,860,897</u>	<u>\$ 5,000,000</u>	<u>\$ 5,048,175</u>	<u>\$ 5,250,000</u>

Operating	FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Franchise Fee	408,691	412,200	431,407	448,700
Sales Tax	362,584	374,100	376,771	391,900
Monthly Solid Waste Services	4,089,622	4,213,700	4,239,998	4,409,400
Total Operating Expense	<u>\$ 4,860,897</u>	<u>\$ 5,000,000</u>	<u>\$ 5,048,175</u>	<u>\$ 5,250,000</u>



Utility Administration Department
 15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)
 Ph. 512-990-6400 | pflugervilletx.gov/publicworks

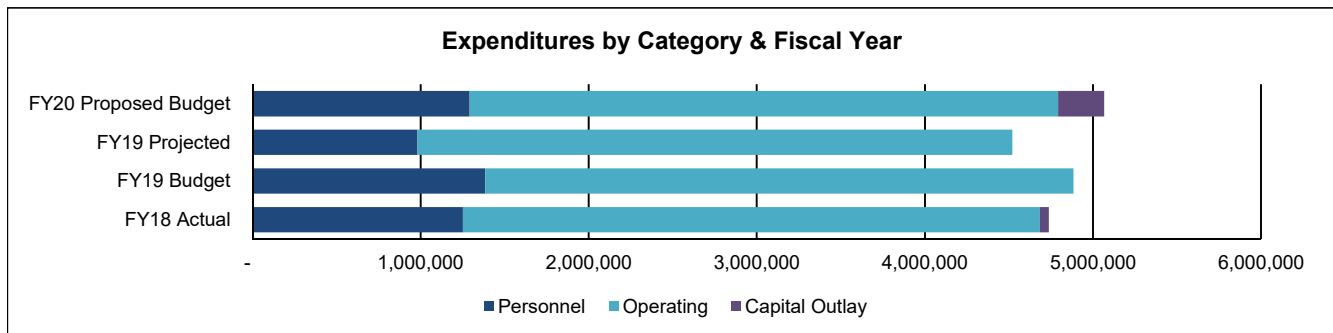
Department Description

The Utility Administration Department was created to account for activities that are used or generated by all utility departments and cannot be allocated to one specific utility function. This department oversees all utility operations and projects.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	1,251,561	1,385,418	981,551	1,291,596	-7%	32%
Operating	3,432,069	3,498,086	3,539,657	3,501,362	0%	-1%
Capital Outlay	53,000	-	-	273,000	N/A	N/A
Total	\$ 4,736,630	\$ 4,883,504	\$ 4,521,208	\$ 5,065,958	4%	12%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	23,332
Operating	Increase in Aquatic Vegetation Control	95,000
Operating	Historic Infrastructure Design for Caldwell and Russel Streets	81,250
Capital Outlay	SCADA Wireless Mesh Backup and Infrastructure	210,000
Capital Outlay	Ford F-150 4x4	30,000
Capital Outlay	Replacement Ford F-150	27,000



Utility Administration Department
15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)
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Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Public Works Director	1	1	1
Utility Superintendent	2	2	2
Maintenance Superintendent ¹	1	1	0
Water Conservation/Regulatory Manager	1	1	1
Utility Business Operations Manager	1	1	1
Management Engineer ²	1	0	0
Utility Engineer	1	1	1
Construction Inspector II	1	1	1
Capital Improvement Program Manager	1	1	1
Utility Billing Specialist	4	4	4
Conservation Education Specialist	1	1	1
Utility CIP Technician	1	1	1
Administrative Technician	1	1	1
Facilities Maintenance Tech ³	0	1	0.5
Recycle Center Attendant (Part-Time)	1	1	1
Laborer (Seasonal)	2	2	2
Total Positions	20	20	18.5

¹ The Maintenance Superintendent was reclassified as a Utility Foreman and moved to Utility Maintenance beginning in FY20.

² The Management Engineer was a temporary position, funded through Dec. 2017.

³ Position is partially funded (50% / 50%) by Facilities Maintenance.

Utility Administration Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-110-000	Salaries	938,454	998,736	700,696	901,881
	Equity				23,332
4-110-005	Overtime	591	500	1,500	1,500
4-110-006	Overtime- Pfestivals	849	600	600	600
4-110-010	Employee Incentives	1,800	1,800	1,800	1,800
4-110-015	Employee Retirement	127,887	132,236	94,826	122,364
4-110-020	Social Security/Medicare	68,116	76,625	52,610	69,292
4-110-030	Workers Compensation	2,489	1,845	1,848	1,828
4-110-040	Employee Insurance	108,482	140,743	95,339	131,168
4-110-050	Unemployment Tax	2,894	5,189	5,189	4,919
4-110-085	Merit Increases	-	27,144	27,144	32,912
	Total Personnel	1,251,561	1,385,418	981,551	1,291,596
	Operating				
4-110-110	Legal Fees	17,541	5,000	5,000	5,000
4-110-195	Other Professional Fees	1,173,849	1,244,512	1,318,766	694,608
4-110-200	Gasoline	6,925	6,135	6,000	6,135
4-110-210	Vehicle Maintenance/Repair	4,624	3,500	3,500	10,000
4-110-260	Franchise Fee Water	658,833	637,647	615,540	633,060
4-110-260	Franchise Fee Wastewater	332,369	363,058	376,000	389,721
4-110-300	Electricity	20,416	28,500	24,800	26,000
4-110-310	Communications	20,767	22,000	18,200	20,700
4-110-400	Postage	71,063	85,000	71,525	75,500
4-110-405	Uniforms and PPE	813	2,230	2,230	3,230
4-110-410	Travel & Training	18,136	27,812	27,812	28,500
4-110-420	Insurance	7,366	11,900	11,325	13,100
4-110-430	Office Supplies	9,734	11,500	11,500	12,000
4-110-432	Custodial Supplies	-	-	-	5,500
4-110-440	Small Tools	62,691	20,000	20,000	20,000

Utility Administration Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-110-460	Membership/Dues	6,081	8,560	7,775	12,545
4-110-465	Rentals/Leases	4,563	8,000	6,000	12,000
4-110-470	Publications/Software	180	1,500	1,500	1,500
4-110-480	Other Operating	46,752	40,350	40,350	18,350
4-110-510	Maintenance Contracts	129,402	146,882	147,834	247,913
4-110-520	Maintenance & Repairs	22,821	60,000	60,000	62,000
4-110-550	Printing and Records	-	-	-	2,000
4-110-645	Transfer	797,509	750,000	750,000	1,202,000
4-110-636	Manville Contract	18,075	14,000	14,000	-
Total Operating		3,432,069	3,498,086	3,539,657	3,501,362
Capital Outlay					
4-110-700	Equipment	53,000	-	-	273,000
Total Capital Outlay		53,000	-	-	273,000
Total Expense		\$ 4,736,630	\$ 4,883,504	\$ 4,521,208	\$ 5,065,958

**Utility Administration
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Ford F-150 Replacement of 2006 Ford F-150 (#313)	27,000
4700	Ford F-150 4x4 New Vehicle	30,000
4700	SCADA Wireless Mesh Backup & Infrastructure Provides network redundancy and support for future growth	210,000
4700	20' Trailer Replacement of 2004 Big Tex 20' Pipe Utility Trailer (#286)	6,000
4700 Total		\$ 273,000
Total Capital Outlay		\$ 273,000

**Utility Administration Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Bond Arbitrage Calculations	2,470	1,913	1,254	1,608
Credit Card Processing & PCI Fees	240,986	246,800	242,000	250,000
Engineering Consultant - Misc	15,985	125,000	125,000	200,000
Engineering Consultant - WTP Assessment ¹	2,830	100,000	200,000	-
Engineering Consultant - WWTP Assessment ²	-	100,000	100,000	-
Historic Infrastructure Design for Caldwell & Russell Street ³	-	-	-	81,250
Impact Fees Master Plan	-	280,000	280,000	-
Interim Public Works Director Services	7,383	65,000	68,392	-
Land Surveys	66,569	-	-	-
Lobbying Fees	104,200	104,200	104,200	-
Monthly Website Fees	4,740	5,000	4,750	5,000
Quarterly Insite Fees	87,836	91,900	92,700	98,000
Survey Benchmark Installations	596	70,000	70,000	-
Translation Services	1,980	1,000	2,000	2,500
Utility Bill Printing	26,465	28,700	25,000	26,250
Utility Rate Study	22,720	25,000	3,470	30,000
Wastewater Master Plan	278,940	-	-	-
Water Master Plan	299,410	-	-	-
WWTP Flood Study for FEMA ²	9,250	-	-	-
Total	\$ 1,173,849	\$ 1,244,512	\$ 1,318,766	\$ 694,608

¹ Moved to Water Treatment for FY20.

² Moved to Wastewater Treatment for FY20.

³ Project is primarily funded (25% / 75%) by the Engineering Department. Total amount budgeted for FY20 is \$325,000.

**Utility Administration Department
Memberships (4460)**

Vendors	Type	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
American Public Works Association (APWA)	Group	-	1,000	1,000	1,000
American Society of Civil Engineers	Group	-	315	-	315
American Water Works Association (AWWA)	Group	1,055	1,215	900	3,500
Highland Lakes Firm Water Customers	Group	4,000	4,000	4,000	4,000
Professional Engineers Board	Indiv (1)	40	40	-	40
South Central Membrane Association (SCMA)	Indiv	-	400	300	400
Texas Floodplain Management Association (TFMA)	Indiv (1)	-	90	-	90
Texas Municipal Utilities Association (TMUA)	Indiv (1)	75	-	75	150
Texas Water Utility Assoc. (All Utility Departments)	Group	825	1,000	1,000	2,550
Water Environmental Federation	Group	-	500	500	500
Total		\$ 6,081	\$ 8,560	\$ 7,775	\$ 12,545

**Utility Administration
Maintenance Contracts (4510)**

Equipment/Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Aquatic Vegetation Control	1 year	Lake	34,950	45,000	45,000	140,000
Contract Mowing	TBD	Various Utility Sites	51,448	55,000	55,000	58,000
Fire & Security Systems Maintenance	1 year	Various	854	795	850	900
GPS Tracking Software Maintenance	1 year	Public Works	16,155	16,975	18,000	19,000
Outbound Delivery Notifications	1 year	Suite 100	3,416	3,500	3,500	3,500
Plotter Maintenance Contract	1 year	Public Works	-	700	700	700
Quarterly Pest Control Service	N/A	Public Works	520	500	1,700	1,800
Utility Billing Software Maintenance (Audiotel, TOPS, and Equip)	1 year	Suite 100	17,699	19,911	18,584	19,513
Work Order Software Monthly Fee	1 year	Public Works	4,360	4,500	4,500	4,500
Total			\$ 129,402	\$ 146,882	\$ 147,834	\$ 247,913



Utility Maintenance Department

15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

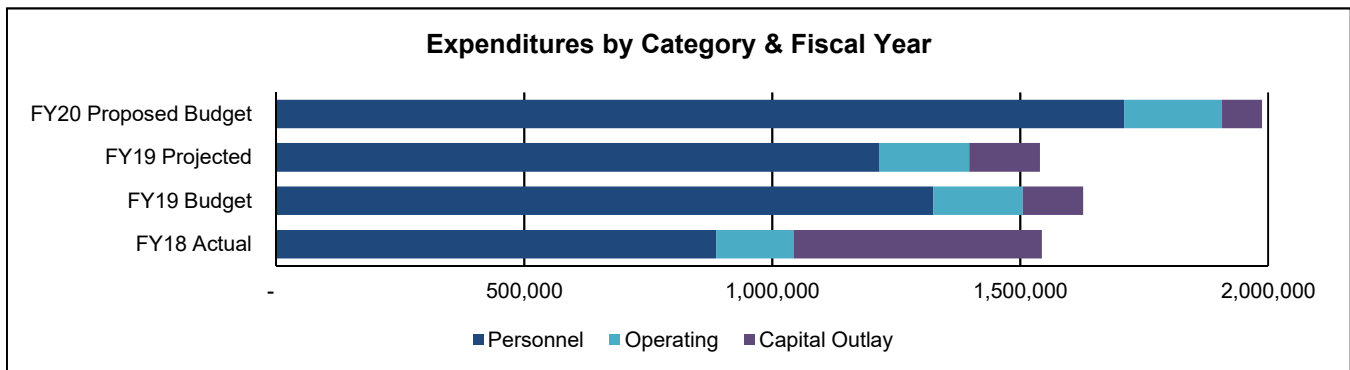
Department Description

The Utility Maintenance Department maintains and repairs water and wastewater lines, pumps, motors, pump stations and plant equipment.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	887,307	1,325,623	1,215,493	1,710,124	29%	41%
Operating	156,235	179,800	182,184	197,100	10%	8%
Capital Outlay	500,499	122,000	142,862	81,000	-34%	-43%
Total	\$ 1,544,040	\$ 1,627,423	\$ 1,540,539	\$ 1,988,224	22%	29%



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	29,668
Personnel	Utility Foreman	73,594
Personnel	Regulatory Operator I/II	48,902
Personnel	Promotion of two Regulatory Operator II to Regulatory Operator III	19,313
Capital Outlay	Replacement of two Ford F-150s	54,000
Capital Outlay	Ford F-150 for New Regulatory Operator	27,000

Utility Maintenance Department
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 Ph. 512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Increased efficiency and safety through the purchase of a combination machine.
- ☒ Regulatory staff updated and approved the Drought Contingency Plan, Water Use Survey and Water Loss Audit required by TCEQ and the Texas Water Development Board and submitted the Water Conservation Plan to each agency.
- ☒ Pump and motor maintenance staff worked with water and wastewater treatment to reevaluate current preventative maintenance routines and ensure all equipment is being maintained according to manufacturer recommendations.

FY20 Goals

- ☐ Line maintenance staff will continue to maintain one hour or less response time for emergency water and sewer call outs.
- ☐ Regulatory staff will complete and engineering study and start both the Industrial Pretreatment and Fats, Oils, Greases (FOG) programs.
- ☐ Continue growth of the Backflow Program to include additional high health device locations.
- ☐ Increase effectiveness by collaborating with vendors to research ways to control odors at lift stations and install recommended equipment.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Emergency Call Outs	*	*	150
Work Orders Dispatched or Received	*	*	14,000
Efficiency			
Emergency Call Out Response Time	*	*	< 1 hour
Average Number of Work Orders Completed per Staff	*	*	609

* A new performance management program was implemented mid-FY19. At the time of publication, data was not yet available.

Utility Maintenance Department

15500 Sun Light Near Way #B | M-F 8am-5pm (excluding holidays)

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Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Utility Foreman ¹	1	1	3
Utility Maintenance Tech III	2	2	2
Utility Maintenance Tech II	1	2	2
Utility Maintenance Tech I	2	2	2
Utility Systems Worker III	4	4	4
Utility Systems Worker II	4	6	6
Utility Systems Worker I	3	3	3
Regulatory Operator II/III ²	0	3	3
Regulatory Operator I/II	0	0	1
Total Positions	17	23	26

¹ One position moved from Utility Administration as former Maintenance Superintendent position for FY20.

² Moved from Water Distribution in FY19.

Utility Maintenance Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-115-000	Salaries	560,802	850,542	772,932	986,624
	New Personnel/Promotions				141,810
	Equity				29,668
4-115-005	Overtime	57,524	50,000	60,000	60,000
4-115-006	Overtime- Pfestivals	725	2,000	2,000	2,000
4-115-010	Employee Incentives	5,054	5,400	6,854	6,646
4-115-015	Employee Retirement	85,529	122,754	113,900	146,366
4-115-020	Social Security/Medicare	47,280	69,458	63,904	80,728
4-115-030	Workers Compensation	12,903	12,022	12,022	14,392
4-115-040	Employee Insurance	114,819	184,208	154,648	196,752
4-115-050	Unemployment Tax	2,671	6,210	6,210	6,480
4-115-085	Merit Increases	-	23,029	23,023	38,658
	Total Personnel	887,307	1,325,623	1,215,493	1,710,124
Operating					
4-115-200	Gasoline	26,563	37,500	25,000	37,500
4-115-210	Vehicle Repair	13,946	15,000	25,000	20,500
4-115-220	Equipment Repair	9,834	20,000	20,000	20,000
4-115-310	Communications	3,724	3,800	4,700	5,900
4-115-405	Uniforms and PPE	6,935	8,000	8,000	19,100
4-115-410	Training and Education	11,123	12,400	12,400	14,000
4-115-420	Insurance	11,215	13,100	13,084	16,700
4-115-430	Office Supplies	-	-	-	500
4-115-432	Custodial Supplies	-	-	-	9,200
4-115-433	Chemicals	2,018	2,000	2,000	2,000
4-115-440	Small Tools/Equipment	38,020	36,000	36,000	36,000
4-115-455	Printing and Records	-	-	-	600
4-115-465	Rentals/Leases	2,578	2,000	2,000	2,000
4-115-480	Other Operating Expenses	25,654	24,000	27,000	1,000
4-115-520	Maintenance & Repairs	4,625	6,000	7,000	12,100
	Total Operating	156,235	179,800	182,184	197,100
Capital Outlay					
4-115-700	Equipment	500,499	122,000	142,862	81,000
	Total Capital Outlay	500,499	122,000	142,862	81,000
Total Expense		\$ 1,544,040	\$ 1,627,423	\$ 1,540,539	\$ 1,988,224

Utility Maintenance Department New Personnel

Position	Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Utility Foreman	52,998	7,351	4,054	270	723	8,198	73,594
Regulatory Operator I/II	32,906	4,564	2,517	270	447	8,198	48,902
Totals	\$ 85,904	\$ 11,915	\$ 6,572	\$ 540	\$ 1,171	\$ 16,396	\$ 122,497

Proposed Promotions					
Current Position	Current Salary	Position	Salary	Estimated Benefits	Total Budget Increase
Regulatory Operator II	39,811	Regulatory Operator III	48,194	1,274	9,657
Regulatory Operator II	39,811	Regulatory Operator III	48,194	1,274	9,657
Totals	\$ 79,622		\$ 96,388	\$ 2,547	\$ 19,313
Total					\$ 141,810

**Utility Maintenance Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Ford F-150 Replacement of 2010 Ford F-150 (#393)	27,000
4700	Ford F-150 Replacement of 2010 Ford F-150 (#394)	27,000
4700	Ford F-150 New Regulatory vehicle	27,000

Total 4700 \$ 81,000

Total Capital Outlay \$ 81,000

Water Treatment Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Department Description

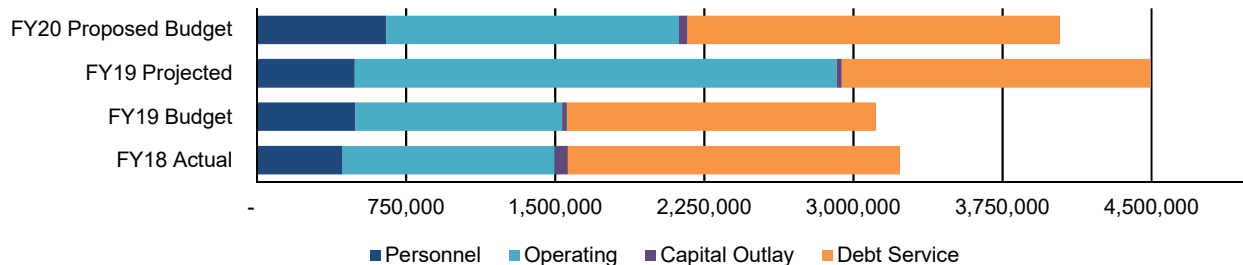
To ensure the health and well-being of customers by providing a safe and sufficient supply of water, while maintaining good internal and external communications and fiscal accountability.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	431,887	496,190	493,012	652,486	31%	32%
Operating	1,067,130	1,039,210	2,424,319	1,470,525	42%	-39%
Capital Outlay	65,654	25,000	24,498	44,000	76%	80%
Debt Service	1,671,421	1,553,975	1,553,975	1,872,307	20%	20%
Total	\$ 3,236,092	\$ 3,114,375	\$ 4,495,804	\$ 4,039,319	30%	-10%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	2,471
Personnel	Two Treatment Plant Operator I/II/III	97,805
Operating	Engineering Consultant for the Water Treatment Plant Assessment	200,000
Operating	Increase in Maintenance and Repairs	86,100
Capital Outlay	Replacement Ford F-150	27,000
Capital Outlay	Replacement of One John Deere Gator 4x4 with a Kawasaki Mule	17,000

Water Treatment Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

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FY19 Accomplishments

- ☒ Improved Water Treatment Plant operations and staff proficiency by contracting with Zenon for an onsite operations technician who provided two weeks of onsite support, conducted an operational analysis, and provided training to staff.
- ☒ Maintained Water Treatment Plant functionality and staff proficiency by contracting with Zenon to conduct 5 days of membrane repair/replacement and training.
- ☒ Increased functionality of Water Treatment Plant by collaborating with a consultant to combat the infestation of Zebra Mussels through the completion of a Zebra Mussel evaluation and initial design of a Zebra Mussel control system.
- ☒ Worked with consultant to conduct a Zebra Mussel evaluation and design a Zebra mussel control system.
- ☒ Collaborated with staff and consultants to evaluate issues with the High Service Pump Station.

FY20 Goals

- ☐ Maintain Water Treatment Plant functionality by contracting with Zenon to perform annual onsite operation support visits.
- ☐ Implement new preventative maintenance program.
- ☐ Collaborated with staff and consultants to design upgrade to resolve High Service Pump issues.
- ☐ Increase functionality of Water Treatment Plant by completing design of and then constructing the Zebra Mussel control system.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Average Flow (MGD)	7	8	8
Peak Flow (MGD)	13	13	14
Total Flow (MG)	2,733	3,000	3,180
Flow from Wells (MG)	478	490	500
Flow from WTP (MG)	2,255	2,510	2,680

Water Treatment Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Utility Foreman	1	1	1
Treatment Plant Operator III	3	3	3
Treatment Plant Operator II	3	4	4
Treatment Plant Operator I	0	0	2
Total Positions	7	8	10

Water Treatment Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
	Personnel				
4-120-000	Salaries	281,157	310,701	306,112	349,792
	New Personnel/Promotions				97,805
	Equity				2,471
4-120-005	Overtime	29,429	32,500	32,500	32,500
4-120-006	Overtime- Pfestivals	206	500	500	500
4-120-015	Employee Retirement	42,680	46,468	45,952	53,093
4-120-020	Social Security/Medicare	22,673	26,293	35,316	29,284
4-120-030	Workers Compensation	6,353	4,537	4,537	5,186
4-120-040	Employee Insurance	48,255	64,141	57,046	65,584
4-120-050	Unemployment Tax	1,134	2,160	2,160	2,160
4-120-085	Merit Increases	-	8,890	8,890	14,111
	Total Personnel	431,887	496,190	493,012	652,486
	Operating				
4-120-155	Lab Fees	824	6,000	6,000	6,000
4-120-195	Other Professional Fees	-	-	18,000	200,000
4-120-200	Gasoline	8,064	6,000	8,500	8,500
4-120-210	Vehicle Repair	3,188	2,000	4,000	3,300
4-120-220	Equipment Repair	1,537	3,500	2,000	3,500
4-120-300	Electricity	510,627	438,000	471,878	572,000
4-120-310	Communications	12,309	13,000	10,800	11,900
4-120-320	Water	404	475	400	475
4-120-405	Uniforms	2,646	3,200	4,000	7,400
4-120-410	Training and Education	5,761	3,000	3,000	9,000
4-120-420	Insurance	21,564	23,700	26,128	26,200
4-120-432	Custodial Supplies	-	-	-	4,600
4-120-433	Chemicals	128,732	175,000	175,000	175,000
4-120-440	Small Tools/Equipment	8,650	5,000	8,000	8,000
4-120-465	Rentals/Leases	440	1,000	1,000	1,100
4-120-480	Other Operating	8,849	10,000	14,000	1,200
4-120-485	State Permits	33,345	35,000	35,000	35,000

Water Treatment Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-120-510	Maintenance Contracts	66,692	99,335	92,553	96,250
4-120-520	Maintenance and Repairs	253,499	215,000	1,544,060	301,100
	Total Operating	1,067,130	1,039,210	2,424,319	1,470,525
	Capital Outlay				
4-120-700	Equipment	65,654	25,000	24,498	44,000
	Total Capital Outlay	65,654	25,000	24,498	44,000
	Debt Service				
4-120-800	Debt Service Interest	892,920	860,647	860,647	1,150,968
4-120-810	Debt Service Principal	778,334	692,828	692,828	720,839
4-120-815	Debt Service Fees	167	500	500	500
	Total Debt Service	1,671,421	1,553,975	1,553,975	1,872,307
	Total Expense	\$ 3,236,092	\$ 3,114,375	\$ 4,495,804	\$ 4,039,319

Water Treatment Department New Personnel

Position	Proposed Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Treatment Plant Operator I/II/III	32,906	4,564	2,517	270	447	8,198	48,902
Treatment Plant Operator I/II/III	32,906	4,564	2,517	270	447	8,198	48,902
Totals	\$ 65,811	\$ 9,128	\$ 5,035	\$ 540	\$ 895	\$ 16,396	\$ 97,805
Total							\$ 97,805

**Water Treatment Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Ford F-150 Replacement of 2010 Ford F-150 (#395)	27,000
4700	Kawasaki Mule Replacement of 2006 John Deere Gator 4x4	17,000
Total 4700 \$		44,000
Total Capital Outlay \$		44,000

**Water Treatment
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Engineering Consultant - WTP Assessment ¹	-	-	-	200,000
Temporary Personnel and Training	-	-	18,000	-
Total	\$ -	\$ -	\$ 18,000	\$ 200,000

¹ \$100,00 was previously included in the Utility Administration Department.

**Water Treatment Department
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Calibrate & Loop Test	1 year	Plant	-	2,500	-	-
Fire Extinguisher Service	1 year	Plant	151	75	-	-
Lab Instrumentation Service	1 year	Plant - Lab	22,413	25,000	25,443	27,000
Meter Testing	1 year	Plant/ Wells	1,575	3,500	3,500	3,500
Remote Access	Var.	Various	350	-	350	350
SCADA Maintenance Quarterly Visits	1 year	Plant	25,819	35,000	30,000	30,000
Security System Maintenance	1 year	Plant	-	1,260	1,260	1,400
Vacuum Pumps/ Compressors	1 year	Plant	16,385	10,000	10,000	10,000
Zeno-Trac Monitoring System	1 year	Plant	-	22,000	22,000	24,000
Total			\$ 66,692	\$ 99,335	\$ 92,553	\$ 96,250



Water Distribution Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Department Description

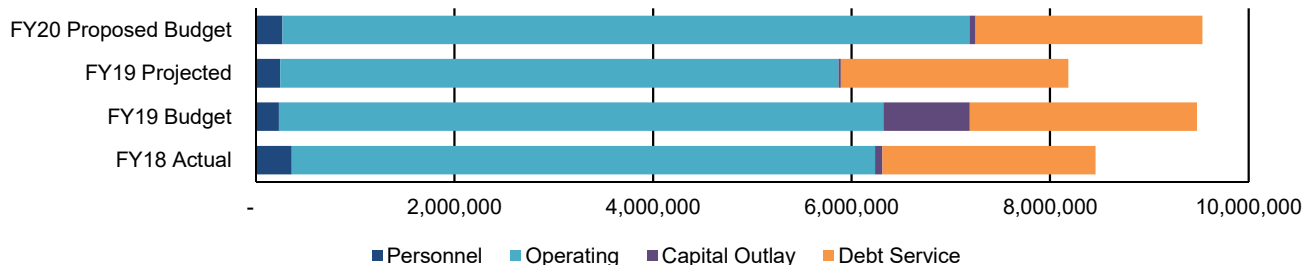
To ensure the health and well-being of customers by maintaining the distribution system to the highest degree in order to provide a constant supply of water; while maintaining good internal and external communications and fiscal accountability.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	360,348	231,776	245,478	268,744	16%	9%
Operating	5,877,309	6,091,763	5,624,305	6,921,317	14%	23%
Capital Outlay	73,767	868,000	24,498	60,000	-93%	145%
Debt Service	2,147,221	2,289,762	2,289,762	2,287,512	0%	0%
Total	\$ 8,458,645	\$ 9,481,301	\$ 8,184,044	\$ 9,537,573	1%	17%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Equity	Compensation and Classification Equity Adjustments	6,286
Operating	Tank Maintenance Contract	675,000
Operating	Increase in Maintenance and Repairs for Water Meter Replacements	216,800
Capital Outlay	Replacement Ford F-150 4x2 Crew Cab	30,000
Capital Outlay	Automatic Hydrant Flushers	30,000

Water Distribution Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Evaluated entering into a water storage tank maintenance agreement to enhance the maintenance of the City's storage tanks and ensure they are properly maintained to extend service life.
- ☒ Increased effectiveness through the completion of the third year of the valve and hydrant maintenance contract which extends the life of current distribution valves and hydrants and ensures they are working properly.
- ☒ Improved customer service through the completion of the first year of valve replacement/insertion contract.

FY20 Goals

- ☐ Enter into a Water Storage Tank Maintenance agreement to properly maintain all Elevated and Ground Storage Tanks to extend their service life and meet State and Federal requirements.
- ☐ Review and evaluate Advanced metering infrastructure (AMI) systems and programs.
- ☐ Install automated hydrant flushing devices on dead-end water main locations to increase water quality while decreasing staff hours required to flush each location by hand.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Water Main Miles	245	248	250
Number of Connections	18,328	19,200	20,000
New Connections Meters Installed	971	1,100	1,200
Meters Repaired / Replaced	1,213	1,800	2,200
Water Main Repairs	5	10	10
Water Service Repairs	65	76	80
Hydrant Maintenance	947	1,000	1,100
Hydrants Flushed	1,844	1,800	1,900
Hydrants Repaired / Replaced	12	12	15
Isolation Valve Maintenance	2,074	2,100	2,200
Angle Stops Repaired / Replaced	57	45	60
Locate Requests	224	250	275
Hydrant Flow Tests	39	40	45

Water Distribution Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Utility Foreman	1	1	1
Meter Technician III	1	2	2
Meter Technician II	2	1	1
Regulatory Operator II/III ¹	3	0	0
Total Positions	7	4	4

¹Moved to Utility Maintenance in FY19.

Water Distribution Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-130-000	Salaries	252,448	156,657	170,314	179,606
	Equity				6,286
4-130-005	Overtime	802	1,000	1,000	1,000
4-130-015	Employee Retirement	34,990	21,315	23,335	25,050
4-130-020	Social Security/Medicare	18,453	12,061	12,917	13,816
4-130-030	Workers Compensation	5,440	2,081	1,936	2,456
4-130-040	Employee Insurance	47,081	33,116	30,430	32,792
4-130-050	Unemployment Tax	1,134	1,080	1,080	1,080
4-130-085	Merit Increases	-	4,466	4,466	6,658
	Total Personnel	360,348	231,776	245,478	268,744
Operating					
4-130-155	Lab Fees	35,526	33,000	25,000	33,000
4-130-200	Gasoline	14,243	13,500	12,000	13,500
4-130-210	Vehicle Repair	4,127	3,500	4,500	5,000
4-130-220	Equipment Repair	1,006	1,500	1,500	1,500
4-130-300	Electricity	191,223	207,000	160,500	170,000
4-130-310	Communications	5,826	3,200	11,200	9,300
4-130-330	Natural Gas	718	2,000	2,000	2,000
4-130-400	Postage	-	-	-	400
4-130-405	Uniforms and PPE	2,580	2,000	3,200	11,800
4-130-410	Training and Education	7,945	3,000	4,000	4,000
4-130-420	Insurance	20,780	23,200	31,303	33,700
4-130-430	Office Supplies	-	-	-	1,300
4-130-432	Custodial Supplies	-	-	-	1,100
4-130-433	Chemicals	12,611	16,000	16,000	16,000
4-130-440	Small Tools/Equipment	21,970	15,000	15,000	15,000
4-130-465	Rentals/Leases	-	1,500	1,500	1,500
4-130-480	Other Operating Expenses	13,145	9,500	9,500	3,400
4-130-485	State Permits	8,702	20,000	37,000	37,000
4-130-510	Maintenance Contracts	258,615	408,500	407,965	1,102,050
4-130-520	Maintenance and Repairs	267,769	175,000	200,000	391,800
4-130-624	Wholesale Water (Manville 685)	887,272	1,030,104	887,707	932,844

Water Distribution Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-130-625	Wholesale Water (Manville MUDs)	1,928,260	1,952,804	1,668,095	1,751,500
4-130-630	Water District Payments	600,057	626,455	745,371	849,723
4-130-635	Water Conservation	32,477	35,000	37,000	40,000
4-130-640	Water Meters	268,648	270,000	275,000	250,000
4-130-660	LCRA Water Purchases	1,293,808	1,240,000	1,068,964	1,243,900
Total Operating Expense		5,877,309	6,091,763	5,624,305	6,921,317
Capital Outlay					
4-130-700	Equipment	73,767	25,000	24,498	60,000
4-130-720	Improvements o/t Buildings	-	843,000	-	-
Total Capital Outlay		73,767	868,000	24,498	60,000
Debt Service					
4-130-800	Debt Service Interest	1,253,327	1,221,477	1,221,477	1,185,153
4-130-810	Debt Service Principal	893,389	1,067,785	1,067,785	1,101,859
4-130-815	Debt Service Fees	505	500	500	500
Total Debt Service		2,147,221	2,289,762	2,289,762	2,287,512
Total Expense		\$ 8,458,645	\$ 9,481,301	\$ 8,184,044	\$ 9,537,573

**Water Distribution Department
Capital Outlay**

Account Number	Item	FY20 Proposed
4700	Ford F-150 4x2 Crew Cab Replacement of 2012 Ford F-150 (#448)	30,000
4700	Automatic Hydrant Flushers	30,000
Total 4700		\$ 60,000
Total Capital Outlay		\$ 60,000

**Water Distribution Department
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Backflow Prevention	1 year	Various	495	500	495	550
Lead & Copper Testing	1year	Various	-	-	-	25,000
Meter Reading Equipment	1 year	Suite 100	5,000	6,500	6,500	6,500
Tank Inspections	1 year	Various	3,000	3,000	3,060	-
Tank Maintenance	1 year	Various	-	3,500	2,910	675,000
Valve and Hydrant Maintenance	1 year	Various	123,587	145,000	145,000	145,000
Valve Replacement Program	1 year	Various	126,533	250,000	250,000	250,000
Total			\$ 258,615	\$ 408,500	\$ 407,965	\$ 1,102,050



Wastewater Collection Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

Department Description

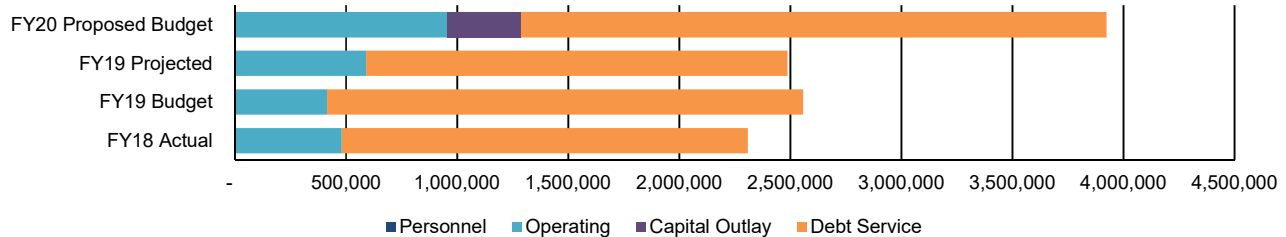
Provide for the effective, safe and reliable collection of wastewater for City customers by operating and maintaining the supply and collection systems according to recognized and adopted standards.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	-	-	-	-	N/A	N/A
Operating	479,332	413,350	590,001	953,550	131%	62%
Capital Outlay	-	-	-	333,000	N/A	N/A
Debt Service	1,829,520	2,143,823	1,897,377	2,636,784	23%	39%
Total	\$ 2,308,851	\$ 2,557,173	\$ 2,487,378	\$ 3,923,334	53%	58%

Expenditures by Category & Fiscal Year



FY20 Budget Highlights

Category	Item	Amount
Operating	Engineering Consultant for Wastewater Pretreatment/Fats, Oils, and Grease Program	400,000
Operating	Increase in Sludge Disposal for Collection	58,000
Operating	Increase in Maintenance and Repairs	50,000
Capital Outlay	Lift Station Communication Improvements	150,000
Capital Outlay	Lift Station Back-Up Power Improvements	75,000
Capital Outlay	Weiss Ln and Verona Lift Station Odor Control Equipment	58,000
Capital Outlay	Smart Manhole Cover Units	50,000

Wastewater Collection Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays) Ph.
512-990-6400 | pflugervilletx.gov/publicworks

FY19 Accomplishments

- ☒ Completed annual MS4 inspection of sanitary sewer manholes located within 100ft of Gilleland Creek. 59 manholes were inspected for inflow and infiltration, and repaired four.
- ☒ Evaluated chemical and equipment options to control lift station odors in an effective equitable manner.
- ☒ Increased effectiveness by evaluating chemical and equipment options and then creating a lift station cleaning routine to help control odors and prevent maintenance issues.

FY20 Goals

- ☐ Increase efficiency and effectiveness by decreasing inflow, infiltration, and surcharges through the installation of Smart Manhole Cover units at key locations to perform an in depth inspection and evaluation of the sanitary sewer system.
- ☐ Increase effectiveness and compliance with regulations during power outages by installing switch and quick connect gear for portable generators at lift stations that do not currently have backup generators.
- ☐ Install switch gear and quick connect for portable generator at lift stations that do not currently have backup generators, which will allow staff to hook up a trailer mounted generator during power outages. This also reduces the chance of lift station overflows that cause environmental damage and result in Federal and State violations and fines.
- ☐ Increase effectiveness by increasing communication through the addition of Supervisory Control and Data Acquisition (SCADA) and associated communications infrastructure to lift stations that are not currently monitored by SCADA.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Wastewater Main Miles	231	245	250
Number of Connections	20,606	22,000	23,000
Manholes Repaired	11	14	20
Sewer Backups	116	134	150
Number of Lines Filmed	166	192	210
Quantity Filmed (Feet)	29,347	31,192	33,000
Taps Installed by Line Maintenance	1	0	0
Lines Repaired	23	26	30
Lines Located	224	250	275
Manholes Inspected	381	664	700
Lines Cleaned	61	36	50
Manholes Cleaned	46	54	60
Cleanouts Repaired	10	4	20

Wastewater Collection Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Operating					
4-160-155	Lab Fees	-	1,000	1,000	1,000
4-160-195	Other Professional Fees	-	-	-	400,000
4-160-300	Electricity	90,563	86,600	99,800	105,000
4-160-310	Communications	7,539	8,500	5,350	5,700
4-160-320	Water	1,259	2,000	600	650
4-160-420	Insurance	8,622	9,300	9,801	10,700
4-160-433	Chemicals	34,209	25,000	25,000	35,000
4-160-510	Maintenance Contracts	3,676	7,950	13,450	14,500
4-160-520	Maintenance and Repairs	231,334	170,000	275,000	220,000
4-160-620	Sludge Disposal	42,832	42,000	100,000	100,000
4-160-626	Wholesale WW Windermere	59,299	61,000	60,000	61,000
Total Operating		479,332	413,350	590,001	953,550
Capital Outlay					
4-160-700	Equipment	-	-	-	333,000
Total Capital Outlay		-	-	-	333,000
Debt Service					
4-160-800	Debt Service Interest	938,230	1,280,852	1,251,933	1,972,733
4-160-810	Debt Service Principal	801,249	862,471	638,959	663,551
4-160-815	Debt Service Fees	195	500	500	500
Total Debt Service		1,829,520	2,143,823	1,897,377	2,636,784
Total Expense		\$ 2,308,851	\$ 2,557,173	\$ 2,487,378	\$ 3,923,334

Wastewater Collection Capital Outlay

Account Number	Item	FY20 Proposed
4700	Smart Manhole Cover Units 10-20 Units	50,000
4720	Lift Station Back-Up Power Improvements	75,000
4700	Lift Station Odor Control Equipment At Weiss Ln & Verona	58,000
4720	Lift Station Communication Improvements	150,000
4700 Subtotal		\$ 333,000
Total Capital Outlay		\$ 333,000

**Wastewater Collection
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Engineering Consultant - Wastewater Pretreatment/FOG Program	-	-	-	400,000
Total	\$ -	\$ -	\$ -	\$ 400,000

**Wastewater Collection Department
Maintenance Contracts (4510)**

Equipment/Service	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Odor Control	1 year	WWTP	790	-	5,500	5,500
SCADA Maintenance	1 year	WWTP	-	5,000	5,000	5,000
Smart Manhole Cover	1 year	WWTP	2,886	2,950	2,950	4,000
Total			\$ 3,676	\$ 7,950	\$ 13,450	\$ 14,500

Wastewater Treatment Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

Ph. 512-990-6400 | pflugervilletx.gov/publicworks

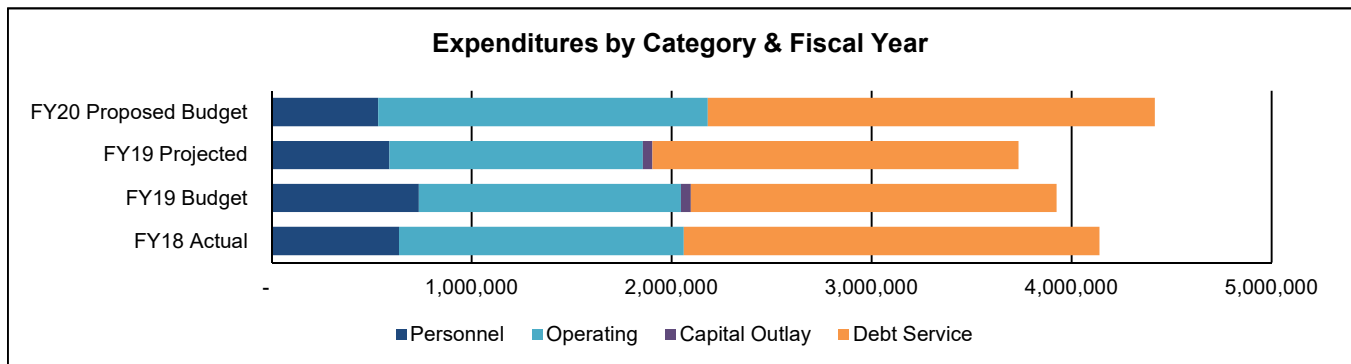
Department Description

Provide for the effective, safe and reliable treatment of wastewater for City customers by operating and maintaining the treatment process according to recognized and adopted standards.



Expenditure Summary

Category	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed Budget	% Change FY19-FY20 Budget	% Change FY19 Projected to FY20 Budget
Personnel	637,301	736,211	589,169	532,366	-28%	-10%
Operating	1,422,986	1,309,600	1,267,162	1,647,800	26%	30%
Capital Outlay	-	50,000	47,896	-	-100%	-100%
Debt Service	2,079,465	1,829,832	1,829,929	2,235,790	22%	22%
Total	\$ 4,139,752	\$ 3,925,643	\$ 3,734,156	\$ 4,415,956	12%	18%



FY20 Budget Highlights

Category	Item	Amount
General	Resource Recovery Function Separated to Form a New Department	-
Equity	Compensation and Classification Equity Adjustments	18,053
Personnel	Two Treatment Plant Operator I/II/III	97,453
Operating	Wastewater Treatment Plant Study for FEMA	300,000
Operating	Engineering Consultant for the Wastewater Treatment Plant Assessment	100,000

Wastewater Treatment Department

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FY19 Accomplishments

- ☒ Increased efficiency of composting operations by reducing the increases to sludge hauling through the purchase of a skid steer loader.
- ☒ Completed the Wastewater Treatment Plant Interim Improvements and planned for Wastewater Treatment Plant 10 Million Gallon per Day expansion with the assistance of a consultant.
- ☒ Conduct an evaluation of plant preventative maintenance and create a new preventative maintenance program.

FY20 Goals

- ☐ Construct Phase I of the Wastewater Treatment Plant 10MGD Expansion through collaboration with staff, contactors and consultants.
- ☐ Increase staff proficiency in operation techniques and maintenance of new equipment installed for the Wastewater Treatment Plant Expansion by contracting with vendors to receive requisite training.
- ☐ Implement new preventative maintenance program.
- ☐ Evaluate the use of a SCARAB System to increase the efficiencies of the composting operations.

Performance Measures			
Indicators	FY18 Actual	FY19 Projected	FY20 Estimate
Output			
Gallons Treated (MG)	1,577	1,790	1,898
Average Flow (MGD)	4	5	5
Peak Flow (MGD)	9	10	12
Sludge Composted (Cubic Yards)	759	800	900
Reuse Water Sold (MG)	42	43	45

Wastewater Treatment Department

15500 Sun Light Near Way, #B | Office Hours: M-F 8am-5pm (excluding holidays)

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Staffing

Position	FY18 Approved	FY19 Approved	FY20 Proposed
Utility Foreman	1	1	1
Resource Recovery Foreman ¹	1	1	0
Resource Recovery Crew Leader ¹	1	1	0
Treatment Plant Operator III	3	3	3
Treatment Plant Operator I/II	2	2	4
Equipment Operator ¹	4	4	0
Total Positions	12	12	8

¹ The Resource Recovery program was separated from Wastewater Treatment to form a new department beginning in FY20.

Wastewater Treatment Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
Personnel					
4-170-000	Salaries	420,845	472,872	378,237	265,912
	New Personnel\Promotions				97,453
	Equity				18,053
4-170-005	Overtime	21,859	20,000	20,000	20,000
4-170-006	Overtime- Pfestivals	2,123	-	500	500
4-170-010	Employee Incentives	4,638	5,400	5,400	3,600
4-170-015	Employee Retirement	61,513	67,366	55,061	40,225
4-170-020	Social Security/Medicare	33,609	38,118	30,784	22,186
4-170-030	Workers Compensation	10,646	7,340	6,397	3,097
4-170-040	Employee Insurance	80,109	107,627	75,301	49,188
4-170-050	Unemployment Tax	1,958	3,510	3,510	1,620
4-170-085	Merit Increases	-	13,978	13,978	10,532
	Total Personnel¹	637,301	736,211	589,169	532,366
Operating					
4-170-155	Lab Fees	89,886	100,000	100,000	100,000
4-170-195	Other Professional Fees	-	-	-	400,000
4-170-200	Gasoline	37,734	30,000	30,000	10,000
4-170-210	Vehicle Repair	13,677	16,000	12,000	6,900
4-170-220	Equipment Repair	20,439	20,000	10,000	5,000
4-170-300	Electricity	271,661	304,500	269,200	283,000
4-170-310	Communications	1,892	1,900	1,850	1,700
4-170-320	Water Expense	244	400	250	300
4-170-405	Uniforms	6,829	8,200	8,200	10,700
4-170-410	Training and Education	3,933	3,500	3,500	3,500
4-170-420	Insurance	24,680	26,600	27,062	28,700
4-170-432	Custodial Supplies	-	-	-	1,400
4-170-433	Chemicals	345,841	295,000	295,000	300,000
4-170-440	Small Tools/Equipment	7,571	11,500	11,500	11,500
4-170-465	Rentals/Leases	39,511	20,000	20,000	5,000
4-170-480	Other Operating	17,979	28,000	28,000	500
4-170-485	State Permits	27,606	30,000	30,000	30,000
4-170-510	Maintenance Contracts	35,144	44,000	44,000	46,000

Wastewater Treatment Department Expense

		FY18 Actual	FY19 Budget	FY19 Projected Total	FY20 Proposed Budget
4-170-520	Maintenance and Repairs	275,389	180,000	200,000	213,600
4-170-620	Sludge Disposal	191,970	175,000	175,000	190,000
4-170-627	Water Softener Rebate Program	11,000	15,000	1,600	-
Total Operating		1,422,986	1,309,600	1,267,162	1,647,800
Capital Outlay					
4-170-700	Equipment	-	50,000	47,896	
Total Capital Outlay		-	50,000	47,896	-
Debt Service					
4-170-800	Debt Service Interest	900,213	1,087,755	1,087,755	1,462,088
4-170-810	Debt Service Principal	984,096	741,577	741,577	773,202
4-170-815	Debt Service Fees	360	500	597	500
4-170-820	Bond Issuance Costs	194,796	-	-	-
Total Debt Service		2,079,465	1,829,832	1,829,929	2,235,790
Total Expense		\$ 4,139,752	\$ 3,925,643	\$ 3,734,156	\$ 4,415,956

¹ Significant declines between FY19 and FY20 budgeted in personnel-related amounts are due to the removal of Resource Recovery from Wastewater Treatment.

Wastewater Treatment
New Personnel

Position	Proposed Salary	Retirement	SS/Med Taxes	TEC	TWC	Insurance	Total
Treatment Plant Operator I/II/III	32,906	4,564	2,517	270	272	8,198	48,727
Treatment Plant Operator I/II/III	32,906	4,564	2,517	270	272	8,198	48,727
Totals	\$ 65,811	\$ 9,128	\$ 5,035	\$ 540	\$ 544	\$ 16,396	\$ 97,453
Total							\$ 97,453

**Wastewater Treatment Department
Other Professional Fees (4195)**

Service	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Engineering Consultant - WWTP Assessment ¹	-	-	-	100,000
WWTP Flood Study for FEMA	-	-	-	300,000
	\$ -	\$ -	\$ -	\$ 400,000

¹ Previously included in the Utility Administration Department.

**Wastewater Treatment Department
Maintenance Contracts (4510)**

Equipment	Term	Location	FY18 Actual	FY19 Budget	FY19 Projected	FY20 Proposed
Generators	1 year	WWTPs	16,665	18,000	18,000	20,000
Quarterly SCADA Service	1 year	Central Plant	7,114	14,000	14,000	14,000
Treatment Plant Equipment	1 year	Central Plant	11,365	12,000	12,000	12,000
Total			\$ 35,144	\$ 44,000	\$ 44,000	\$ 46,000