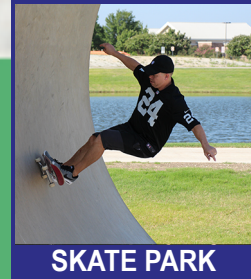




COTTONWOOD CREEK



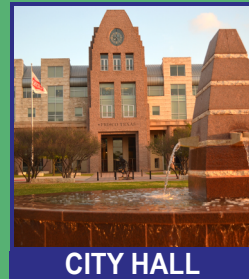
COMMONS PAVILION



SKATE PARK



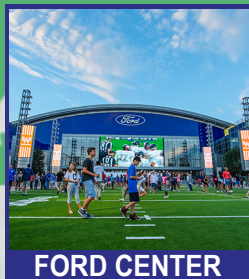
TOYOTA STADIUM



CITY HALL



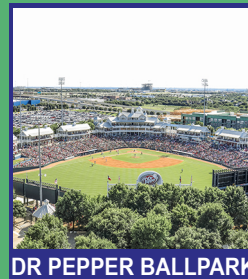
BACCHUS PARK



FORD CENTER



STONEBRIAR MALL



DR PEPPER BALLPARK





# City of Frisco

## Fiscal Year 2018–2019

### Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$4,488,166, which is a 3.78 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$6,592,358.

The members of the governing body voted on the budget as follows:

**FOR:** John Keating  
Shona Huffman  
Will Sowell  
Bill Woodard  
Brian Livingston

**AGAINST:**

**PRESENT** and not voting: Mayor Jeff Cheney

**ABSENT:** Tim Nelson

#### Property Tax Rate Comparison

	2018-2019	2017-2018
Property Tax Rate:	\$0.446600/100	\$0.446600/100
Effective Tax Rate:	\$0.418386/100	\$0.411700/100
Effective Maintenance & Operations Tax Rate:	\$0.272088/100	\$0.269009/100
Rollback Tax Rate:	\$0.447088/100	\$0.446694/100
Debt Rate:	\$0.153233/100	\$0.156165/100

Total debt obligation for City of Frisco secured by property taxes: \$489,931,399



**DISTINGUISHED BUDGET PRESENTATION AWARD**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Frisco  
Texas**

For the Fiscal Year Beginning

**October 1, 2017**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Frisco, Texas** for its annual budget for the fiscal year beginning **October 1, 2017**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

## **WE VALUE:**

**Integrity**

**Outstanding Customer Service**

**Fiscal Responsibility**

**Operational Excellence**

**Our Employees**



**CITY OF FRISCO, TEXAS  
CITY COUNCIL**



Shona Huffman  
Mayor Pro-Tem  
Place 2



Jeff Cheney  
Mayor



John Keating  
Deputy Mayor Pro-Tem  
Place 1



Will Sowell  
Place 3



Bill Woodard  
Place 4



Tim Nelson  
Place 5



Brian Livingston  
Place 6

## **EXECUTIVE TEAM**

George Purefoy	City Manager
Henry J. Hill	Deputy City Manager
Nell Lange	Assistant City Manager
Ben Brezina	Assistant City Manager
Kristi Morrow	City Secretary
Dana Baird	Director of Communications and Media Relations
Anita Cothran	Director of Financial Services
John Bruce	Police Chief
Mark Piland	Fire Chief
Lauren Safranek	Director of Human Resources
Tom Johnston	Director of Administrative Services
Curt Balogh	Director of Information Technology Services
Shelley Holley	Director of Library
Shannon Keleher	Director of Parks & Recreation
Paul Knippel	Director of Engineering Services & Public Works
John Lettelleir	Director of Development Services
Ron Patterson	President of the Economic Development Corporation
Marla Roe	Executive Director of Convention & Visitor's Bureau

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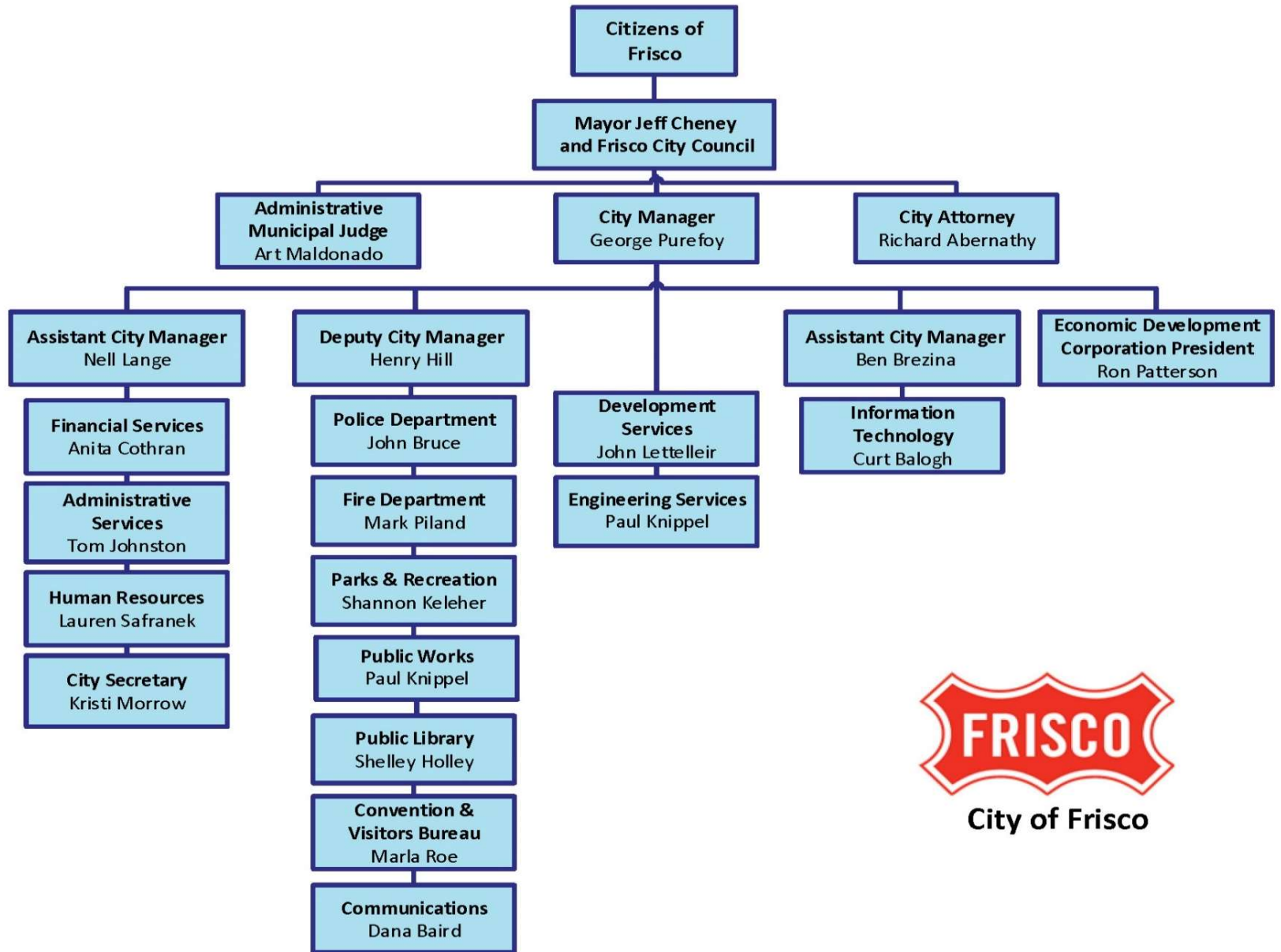
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## CITY OF FRISCO ORGANIZATIONAL CHART



# ★ THE CITY OF FRISCO, TEXAS



**The City of Frisco, Texas** is a City in Collin and Denton counties. As of October 1, 2018, the City will have an estimated population of 180,000. Frisco continues to be one of the fastest-growing cities in the nation.

The City has a total area of 70 square miles including the extraterritorial jurisdiction.





## CITY OF FRISCO

GEORGE A. PUREFOY MUNICIPAL CENTER  
6101 FRISCO SQUARE BLVD · 5TH FLOOR  
FRISCO, TEXAS 75034  
TEL 972.292.5106 · FAX 972.292.5122  
WWW.FRISCOTEXAS.GOV

September 18, 2018

Honorable Mayor Cheney and  
Members of the City Council  
City of Frisco, Texas

Honorable Mayor Cheney and City Council Members,

City Staff is proud to present the Fiscal Year 2018-2019 Annual Budget to City Council. The funding requests included allows city staff to provide core services to our residents, businesses and visitors. Funding also addresses many of the City Council *2018/2019 Top 10 Priorities* for special initiatives and projects.

The Budgets as presented are balanced. Revenues are projected sufficient to support planned expenses which will provide required service levels; market-based compensation; equipment replacements; several new supplemental programs; and new capital equipment needs as requested by our Department Heads.

Total Adopted Expense Budgets for each major fund:

General Fund	\$ 173 million
Tax Increment Reinvestment Zone #1	42 million
Capital Projects Fund	34 million
Debt Service Fund	69 million
Utility Operating Fund	<u>102 million</u>
Total Major Funds FY19	\$ 420 million

Total Adopted Expense Budgets for the other funds which are considered non-major:

Subsidiary General Fund	\$ 4 million
Special Revenue Funds	21 million
Stormwater Utility Fund	3 million
Environmental Services Fund	17 million
Utility Capital Projects & Impact Fees Fund	<u>43 million</u>
Total Non-Major Funds FY19	\$ 88 million

Detailed information for each fund is provided with the *Fund Summaries*. Department's goals and performance measures are also provided to support our program of services with the *Department Summaries*. The Budget in Brief, organizational charts, pay plans, debt schedules and the multi-year capital investment program are included for your

review. The *Executive Summary*, immediately following this message, provides summary detail regarding the major funds, personnel costs, debt service and capital outlay and should be read in conjunction with this transmittal budget message.

### **Growth**

Frisco is supported by a large and growing property tax base supported by high demand for our desirable location in the northern DFW metroplex. Sales tax collections reflect the growing base of our retail and entertainment sectors. Our venues continue to attract visitors here to shop and play. The Frisco Economic Development Corporation attracts employers allowing our residents to live and work in our City. As we are all very aware, population growth directly impacts operations. The special projects/events & public/private partnerships that we manage also impact City service levels and this proposal reflects many of these impacts. The estimated population growth for FY19 is 5.9%, to an estimated 190,000 by the end of the fiscal year. This represents approximately 890 additional residents each month moving into Frisco. The strong population growth added to an annual CPI index of 2.9% yields an overall increase of approximately 8.8%, which is one indicator for the recommended increases in our operating budgets. The total expenditure budget for the General Fund is \$173 million compared to the revised budget for this year of \$169 million, which is an increase of \$4 million, or 2.4% which is 6.4% less than the combined growth and CPI increase. Our employees continue to manage Frisco's growth with lean and best practices.

Council gave city staff clear direction in January regarding their *Top 10 Priorities* for 2018/2019. These priorities are in addition to the day to day operations for public safety, health and welfare, and our other primary functions of a municipality. Additional funding is included to continue implementing innovative systems and solutions for traffic systems and maintenance of our roads; capital reserve funding continues with the payback of the 1% franchise tax; funding to support local arts is continued; our legislative plan is funded and staff is committed to telling our story to legislators and officials in Austin; funding for Downtown Frisco to finish the development plan is included; and facility expansion needs and Parks Master Plans are included in the Capital Investment Program funding plans.

Additionally, growth of the Northern section of the Dallas North Tollway (DNT) is evident by the cranes at construction sites for several medical facilities and development north of Main Street. Development also continues in the Mall area in the southwestern section of the City, and housing developments in all sectors of Frisco. The Frisco Economic Development Corporation has met several of the Council objectives for operational changes and strategies to continue attracting quality businesses and employers to Frisco. And, of course, one of our major announcements and capital investments during the past few months was the partnership with the University of North Texas to build a full service campus at Preston Road and Panther Creek Parkway.

### **Our Employees**

Our employees are our most important asset and the largest expense (68%) for the General Fund. Employee compensation and benefit is a major investment for the City. Funding to offer a competitive benefit and compensation package to recruit and retain the highest quality employees has been proposed. A market study has been completed for benchmark positions and we have included funding to increase salaries for public safety personnel and several other personnel classes an average of 3% based on current market conditions. Funding was provided in August 2018 to increase several pay classes that we needed to address, including Communication Dispatchers and our maintenance level workers. This funding will assist departments in their recruitment efforts to fill some vacant positions now.

An average 3% merit for all employees is the continuation of the long-standing performance pay system that City Council has supported for many years. Health insurance costs are projected to increase with more personnel covered, but current premium rates are projected to cover costs for 2019. The Insurance Reserve Fund will be utilized during the next year to plan for a proposed Employee Health Clinic as part of our overall Wellness Program. Retirement benefit contribution rates (14.34%-City & 7%-Employee) are properly funded for FY19 based on the retirement system (TMRS) actuarial study.

### **Capital Investments**

We are in the fourth year of the 2015 Bond Program, and a total of \$56,490,000 in voter approved bonds were sold this past June with debt service payments associated with the additional bonds beginning in the FY19 budget. The new bonds provide funding for various roadway construction projects and public safety equipment. Debt service for the Utility Fund CIP also includes the 2018 Certificates of Obligation of \$15 million issued for several reuse projects and sewer infrastructure projects. Departments are currently preparing a new Bond Program Package to offer to a Citizen Bond Committee during the Fall, for a recommended May 2019 election, which will be presented to City Council in January.

### **Property Taxes**

Our adopted budget maintains strong fund balances and provides for no change in the property tax rate. Revenue collections are based on a property tax rate of \$.4466. Council approval of the additional 2.5% homestead exemption in June 2018 brings the homestead exemption to 10%, for a total exemption reduction of \$1.679 billion on homestead properties. This reduction is calculated into the certified assessed taxable values and provides additional tax relief to our homeowners. The Over 65 exemption is also continued in the proposal for a reduction of \$529 million. Assuming the homestead deduction percentage will continue to increase over the next several years until it reaches 20%, consideration needs to be given to establishing a maximum combined percentage for the Over 65 and Homestead. For example, the combined percentage this year is 33%, if no ceiling is established below this percentage.

Assessed taxable values from FY18 to FY19 on the same properties (revalue) increased by 5.06%, or \$1.3 billion. The overall increase in taxable value, including the new values of \$1.5 billion, is 10.62%. Overall the increase in taxable value is \$2.8 billion - for a total certified assessed value of \$29.3 billion. The assessed values less the properties still under review by the ARB and the TIRZ value totals \$27.5 billion. The growth in the assessed property values allows us to fund operational increases, as outlined below.

The tax rate of \$.4466 is allocated so that a portion of the funds is used for maintenance and operations (M&O) with the remainder allocated to fund general obligation voter approved debt (I&S). The M&O rate is \$.293367, and the debt service rate is \$.153233. The effective tax rate (ETR), is the tax rate that would produce the same amount of taxes if applied to the same properties taxed in both years. The calculated M&O ETR for 2019 is \$.272088. The difference is \$.021279, or approximately \$5.8 million in additional funding to support city operations in the General Fund.

### **General Fund**

The increase in property tax collections in the General Fund will be used to partially fund requests below totaling over \$8 million which includes 48 new positions (45 FTE), market adjustments for public safety and other employees and capital equipment. The new staff positions are detailed below with projected salary and operational costs (vehicles, equipment, and office furniture) included:

- ◆ 14 positions for Frisco Police (including patrol vehicles) - \$1.3 million;
- ◆ 12 positions for Frisco Fire - \$722,000;
- ◆ 9 positions for Parks & Frisco Public Library - \$240,000;
- ◆ 9 positions for Communications, Finance, and Administrative Services - \$592,000;
- ◆ 3 positions for Public Works/Engineering Services - \$222,000;
- ◆ 1 position for Development Services - \$89,000;
- ◆ An average 3% merit increase for non-public safety employees and a 3% step increase for public safety employees - \$3 million.
- ◆ Funding for a 3% market adjustment for public safety employees and certain other employee classes is also recommended. Total cost is \$1.8 million.
- ◆ 20 part-time Firefighters for Special Events – costs to be paid by venues, City will cover workers compensation benefits at a minimal cost.

As indicated earlier in this letter, approximately 68% of the total General Fund budget is funding for personnel salaries and benefits.



\$9.2 million has been requested for new and replacement capital equipment needs in the General Fund:

- ◆ \$4.5 million is budgeted for replacement capital
- ◆ \$4.7 million is for new capital and operational equipment not included with the requested positions listed above. Several major items include:
  - \$750,000 Phase I - Joint Seal Replacement Program
  - \$1.9 million for Disaster Recovery Implementation
  - \$727,000 for Library Materials
  - \$422,000 FAC Equipment Replacement
  - \$170,000 Additional Median Maintenance Outsourcing
  - \$480,000 Electronic Plan Review
  - \$300,000 Downtown Improvement Project

A transfer of \$1 million is included from the General Fund to the Capital Reserve Fund to repay for the Main Street/Bury the Lines project that we initially funded in FY17. This transfer is funded by the increase in the electric franchise tax rate which Council approved as the funding source. An additional \$1.2 million is appropriated from bond funds to cover new traffic signal communications equipment to enhance our signal system. And, the \$1.9 million for Disaster Recovery Implementation will be funded through a transfer to General Fund from the Capital Reserve Fund.

### **Enterprise Funds**

The Utility Fund working capital reserves are maintained for the next year. Utility fee rates for water will increase by 5%. Projected growth in the customer base is an additional 5%. The fee increases are to offset pass through costs from the North Texas Municipal Water District (NTMWD). A rate study was completed and presented to City Council last August to support the utility rates.

Of the total expense budget for the Utility Fund, \$55.9 million (55%) of the expenses are the payments made directly to the NTMWD for water delivery and wastewater treatment. The funding levels for Environmental Services and Stormwater Drainage are sufficient to maintain contractual obligations and to recover costs by the fees charged. A fee increase in solid waste is necessary to recover costs of the program as presented to City Council last September for increasing contractor expenses.

Frisco continues to work with NTMWD and the other member cities regarding the water rate. Frisco has proposed a new rate which should address some of the concerns of the four member cities which filed the PUC rate case.

Seven new staff positions are approved in the Utility Fund with funding for staff merits which average 3% and some market adjustments as discussed above for certain employee classes. The primary new capital funding of \$786,000 is to provide a new crane truck, crew and several generators for operational plants. Replacement capital totals \$1.1

million. The Stormwater Fund includes funding for a new Inspector and has capital expenses of \$293,000. The Environmental Services Fund requested 2 new staff and a trash cart cleaning program of \$375,000.

### **Summary**

In our continuing efforts to improve our communications and transparency with the public concerning the City's finances and budgeting process, and in accordance with state laws, we held public hearings for the budget & tax rate and a budget work session during the months of August and September. This document and all public presentations were posted on the City of Frisco website, [www.friscotexas.gov](http://www.friscotexas.gov). We welcomed all residents to attend the public hearings. If there is any additional information which you require, which is not included in this document, please do not hesitate to contact us.

The Budget Development process each year is a major endeavor for all the management team here at the City and for our Budget Office Staff, which includes: Jennifer Hundt, Tanya Anderson, Blaine Morris, and BJ Long. The teamwork and contributions of all makes the process transparent for our residents and Council. City staff strive to provide excellent services and implement new innovative ways to serve our community. We believe that the funding requests will fund the objectives set by the City Council and allow us to continue to excel in our delivery of services.

We again thank the City Council for their direction and proper oversight of Frisco's financial management policies throughout the year, and, as always, we are honored as well as humbled to serve such a progressive and exciting community.

Respectfully submitted,



George Purefoy  
City Manager

## EXECUTIVE SUMMARY

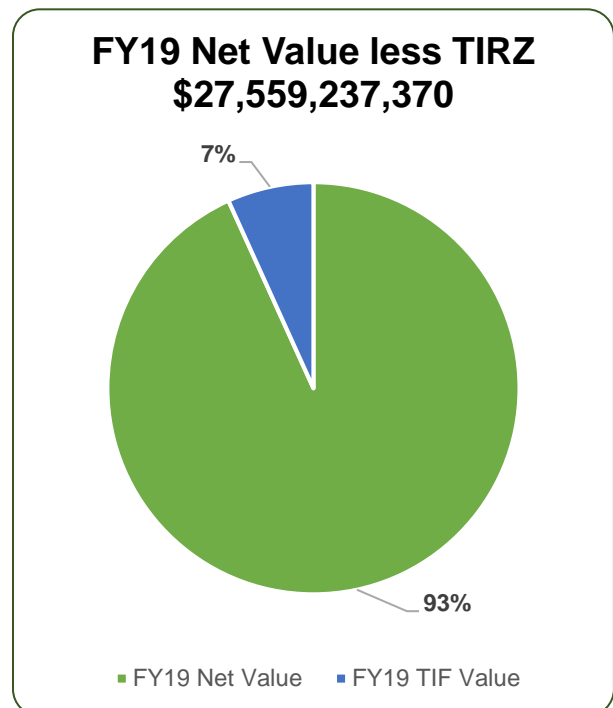
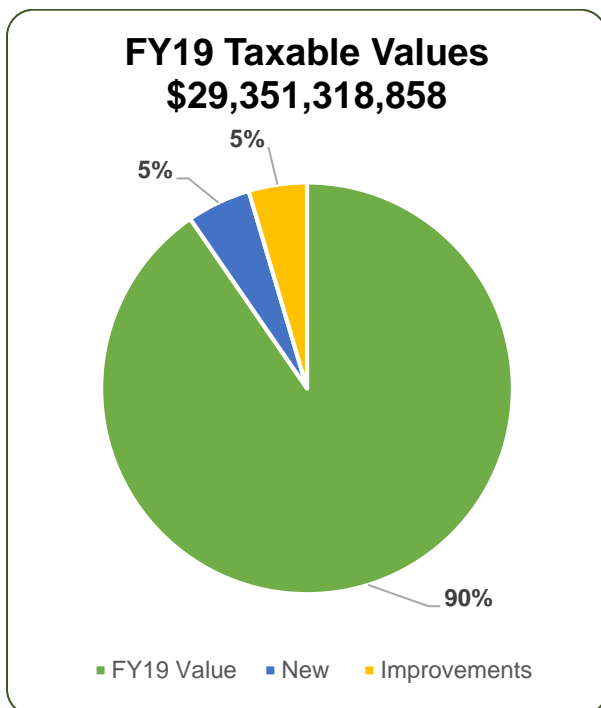
The Executive Summary is provided to summarize the details of the budget.

### GENERAL FUND REVENUES:

The property tax rate is \$.4466 per \$100 of taxable assessed value. This rate remains flat from FY18.

The property tax values for FY 2018-2019 (FY19) have been certified at \$29,351,318,858. Of this amount the Tax Increment Reinvestment Zones #1 & #5 have a captured value of \$1,987,828,073, with a taxable value of \$1,792,081,488 resulting in a current net taxable value of \$27,559,237,370 for operations and debt service. This is a 10% increase over the certified FY18 net taxable value of \$24,874,610,961. Council approved an 2.5% increase to the homestead exemption in June for a total of 10% for FY19. The Senior Homestead Exemption of \$80,000 (or 25% of the median home value for Seniors) remains the same. These exemptions provide some tax relief to our homeowners and are reflected in the taxable certified rolls presented.

The gross taxable value increase of \$2,818,479,245 (10.62%) is due to a combination of the increased value in existing property of \$1,342,357,917 (5.06%) and the value generated by new improvements and annexations equaling \$1,476,121,328 (5.56%). The Appraisal Districts still have property values totaling \$557,622,287 under review with the Appraisal Review Board which may be adjusted over the next three months. \$454,856,179 of the under protest amount is included in the total certified value to arrive at the lower estimated certified amount of \$29,248,552,750. This amount is required for use in the effective tax rate calculation.



The tax rate is \$.446600. The effective tax rate is \$.418386 per \$100 of taxable assessed value and the rollback rate is \$.447088.

The tax rate is allocated so that \$.293367 (66%) funds the General Fund operations and \$.153233 (34%) funds the annual debt payment requirements. The rollback tax rate is \$.000488 above the FY19 tax rate.

The total general fund revenue budget for the FY19 Budget year is \$173 million as compared to revised projections this year of \$158 million.

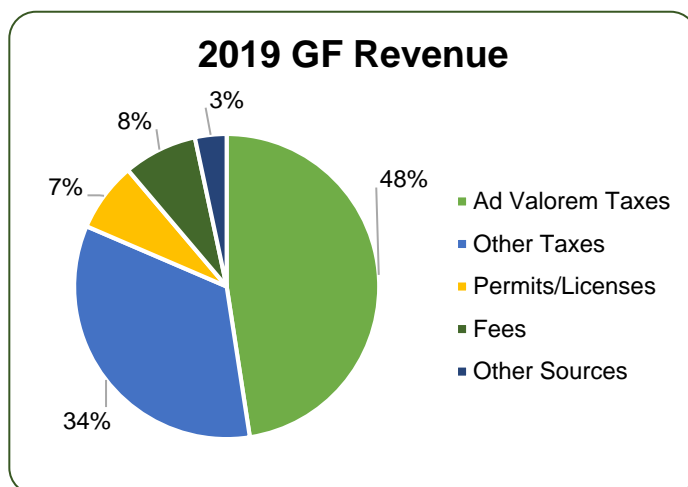
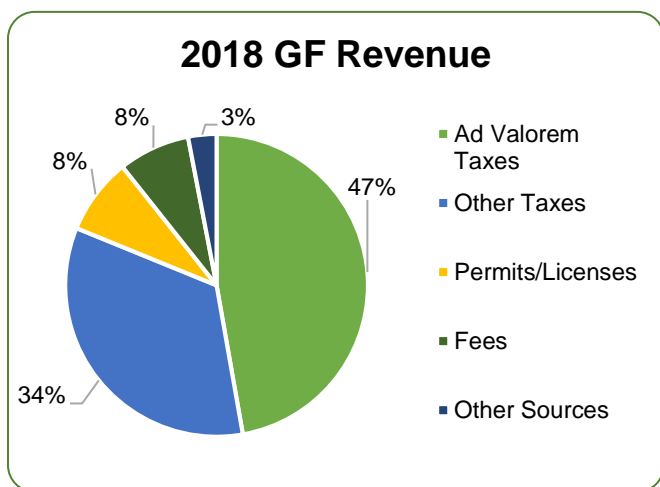
Key elements in the revenue budgets include:

Revenue from property tax collections are due to increases in total valuation, which accounts for an \$8.9 million increase.

Sales tax receipts are estimated to be \$46.8 million in the FY19 Annual Budget, a projected increase of 7% over the revised FY18 projected collections of \$43.7 million. This estimate is based on the activity that we are seeing in the current year and anticipated growth next year. The amount to be rebated back in Section 380 Sales Tax Grants in the General Fund in FY19 is projected to be \$6.1 million.

The sales taxes and franchise taxes represent 34% of total revenues. Projected franchise taxes are \$10.6 million, which represents \$400,000 or 3.9% increase over the current year's revised estimate. Franchise taxes are based on receipts of the utility companies, and we continue to see slight decreases in telephone and cable taxes, with slight increases in the electric franchise tax.

The FY19 building permit fee revenues are budgeted at \$10.9 million, the same as previous year projections. We project single family permits issued in the range of 1,800 to 2,000 on an annual basis while the City is still in a growth phase.



## SUMMARY OF GENERAL FUND EXPENDITURES:

The General Fund operating expenditures are budgeted to be \$173 million, compared to the projected FY18 year end total of \$169 million. During the City Manager's Office review of the individual department requests, department priority in funding was considered as the budget was balanced.

---

**General Government** includes: *City Manager's Office, Communications and Media Relations, City Secretary's Office, Legal Services, City Council, and Records Management.* The budget is \$6.7 million, which represents a slight decrease from FY18. A major investment of resources for the new agenda software implementation continues into FY19. Funding in Communications includes an increase for a Communications Specialist.

**Financial Services Department** includes: *Administration, Community Development, Budget Office, Finance Office, Treasury, Municipal Court, and Section 380 Sales Tax Grants.* The total budget is \$13.9 million, an increase of 3%. The increase is primarily due to an increase in the Section 380 Sales Tax Grants for agreements Council has approved. Three new positions are included, Treasury Manager, Deputy Court Clerk and a Grants Coordinator. With the increases in the grant activity and CDBG programming, the Grants Coordinator will assist with day to day analysis of the new grants. The Deputy Court Clerk is required to meet state mandates for court notifications to offenders. Capital funding is also included for a replacement vehicle for Court.

**Police Department** expenditures total \$44 million, an increase of 10%. The increase includes 14 new positions: Assistant Chief, Crime Analyst, Training Sergeant, 2 Detention Supervisors, 3 Record Clerks, 3 Communications Officers, Public Safety Equipment Technician, Traffic/Special Events Lieutenant, and Detective. We continue replacing patrol vehicles, in line with our current vehicle replacement schedule with ten replacement vehicles for a total cost of \$722,848. The PD Radio System is being updated with newer consoles for a cost of \$160,500. A Radio System Microwave Refresh is included in continuation capital. New programs include tasers for several bureaus, a Police Explorer Program, Radio Management System, and Higher Ground Upgrade for the Radio System.

**Fire Department** budget totals \$40 million, or an increase of over 5%. Attributing to the increase are 12 new positions: Nine Firefighter/Paramedics (which are to be funded by the 2<sup>nd</sup> SAFER Grant), one Battalion Chief, Fire Investigator with K9, and Fire Inspector. Capital includes replacement funding for a generator and card reader access at Stations 4 and 5, SCBA Equipment for the Training Center, Motorola Radio replacements and task chairs for the Central Fire Training Room. Funding is also continued for additional specialty pay for firefighter driver/operators totaling \$400,000.

**Public Works Department** budget is \$12.9 million, a decrease of 2%. The decrease is largely due to the LED lighting changeout program being completed. Two new positions were approved including a Maintenance Engineer and Senior Signal Technician. The capital budget includes funding for replacing 3 crew trucks, concrete saw, arrow board, 2 trailers, 2 sanders, 2 dump trucks a 12 yd and a 6 yd, a portable light tower, several signal message boards, a sign printer, and a bucket truck. A new Joint Seal Replacement Program begins with the first year funding of this program totaling \$750,000. With the addition of the Maintenance Engineer, and the study/review of road conditions throughout the City, this program will assist with providing maintenance to get ahead of major road deterioration.

**Human Resource Department** budget is \$2.5 million, or a 9% increase. Two new programs are proposed to assist departments with new hire assessments and to provide new training opportunities through the Cornerstone Program. Operational increases include funding contractual services for the health insurance third party administrators.

**Administrative Services Department** budget is \$9.5 million, which is a decrease of 13%. This department has several divisions: *Administration, Risk, Purchasing, Fleet Services, Building Services and Support Services.* The key funding for FY19 includes a Senior Buyer in the *Purchasing Division*

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to manage the new P-Card Program the City is implementing, and 2 Facilities Maintenance Technicians and 2 Custodians in the *Building Services Division*. Two replacement crew trucks, a new ½ ton truck, 2 replacement Prius Pool Vehicles and an Astro Van are included. Funding also includes 2 Carrier Aquasnap Chillers. Total supplemental funding approved is \$364,964.

**Information Technology Services Department (IT)** has four Divisions: *Administration*, *Management Information Services (MIS)*, *Project Management Office* and *Information Systems (IS)*. The budget for the IT Department totals \$8 million. This is an increase of 25% over the FY18 revised budget which includes capital/capital replacement and operating budgets. This increase is to fund continued implementation of the enhancements to disaster recovery systems of \$1.9 million, which was partially funded last year. Funding will be transferred from the Capital Reserve Fund. Ongoing maintenance budgets of various systems, including the city phone system, are required to maintain, enhance, and assist in making city services more efficient.

**Library Services Department** annual total operating budget is \$5 million, basically the same appropriation as FY18. The books and materials supplemental funding is \$727,106 for FY19. Funding to maintain the collection at the high standards our patrons expect and the programming we are known for is sufficient. New personnel include two Circulation Supervisors, a part time Library Assistant, and two grant funded part time Interns.

**Parks and Recreation Department** is funded at \$17.5 million, an increase of 3% over the FY18 appropriation. A replacement Ford 150 is included in *Parks Administration*. \$85,000 is provided for the *Senior Center* to replace fitness equipment and a passenger bus. Personnel includes a part time Recreation Aide. As we continue to add park land and medians, management has requested additional funding of \$170,000 to outsource for contract mowing and median maintenance instead of hiring maintenance workers. Other funding for the *Parks & Median Maintenance* includes laptops for crew leaders to use in the field, ten replacement trailers, six mowers, a ballfield paint sprayer, Lightning Prediction System replacement and seven crew trucks. Equipment replacements and new capital for the *Parks & Median Maintenance Division* total \$476,000. The *Frisco Athletic Center (FAC)* includes funding for replacement athletic equipment of \$422,000 (or the annual depreciation amount). *Parks Athletics* includes new funding of \$30,000 for two Recreation Facilities Monitors. The *Heritage Center* includes funding for a new Arts & Culture Educator.

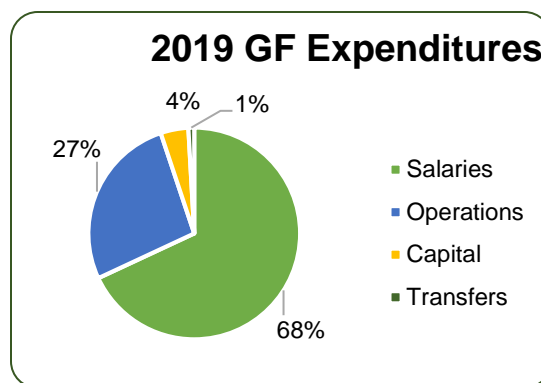
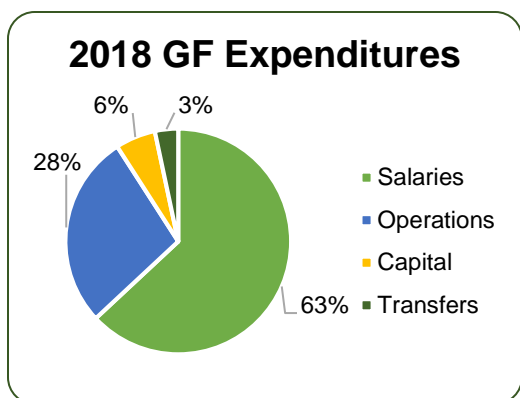
**Engineering Services Department** total budget remains flat at \$2.3 million. One time funding was included in FY17 and continued in FY18 for the LED replacement program, which is now complete. The General Fund functions include *Engineering*, *Transportation*, and *Signal Control*. Capital funding for upgrades to a radio communication system and traffic signal controllers total \$121,500. A Traffic Technician is added as new staff for FY19 and one replacement truck is funded.

**Development Services Department** includes the *Planning*, *Building Inspections*, *Code Enforcement*, and *Health Divisions*. The proposed budget is \$8.6 million, which is a 12% increase. Major funding of \$480,000 is to implement an electronic plan review system for our building development community to improve turnaround approvals of submittals. Additionally, as part of the Council's *Top 10 Priorities*, we funded \$300,000 for the Downtown Masterplan Study implementation. The department has one proposed Code Enforcement Officer. Capital appropriations for seven replacement vehicles totals \$196,000.

**Non-Departmental** in the General Fund decreased for FY19. The transfer to the Capital Reserve Fund and the Capital Projects Fund in FY18 accounts for the majority of the decrease. We have also

included personnel cost attrition of \$1.5 million in FY19 for ongoing vacancies or delays in filling approved positions and \$453,750 for market adjustments.

In keeping with our prior budgeting practice, operating capital costs are reflected in the budgets of the individual departments and divisions as listed above. A list of all funded capital and Department requested capital is located at the beginning of the General Fund division section of the budget on the Capital and Supplemental Request Summary.



## UTILITY FUND

### REVENUES AND EXPENSES:

The Utility Fund budget provides for operational needs of the system and includes increased costs from the North Texas Municipal Water District. Total budgeted revenues are \$107.9 million as compared to revised projected revenues for the previous fiscal year of \$102.1 million. The revenues are based on the City increasing water and sewer rates to cover the costs associated with the expanded system operations and a water rate adjustment to account for the water cost increases and capital needs from the North Texas Municipal Water District (NTMWD). Expenses related to Water and Sewer services by the NTMWD account for 55% of the Fund's total expenses. Water rate increases of 2% were approved in September.

FY19 water revenues increase to \$59.2 million as compared to current year's revised projections of \$58.4 million. This reflects our best estimate given different variables: impact of water use restrictions, conservation in city operations, and rate adjustments. Total sewer estimated revenues are \$43.1 million as compared to the previous year's revised revenues of \$37.3 million. This total reflects an increase due to the anticipated growth in the customer base.

We will continue transferring \$3 million from the Water and Sewer Impact Fee Fund to offset the debt service for additions and improvements to the water and sewer system. NTMWD bond issuances to expand the sewer plants are reflected in our payments back to the District.

The operational budgets in the Utility Fund are comprised of divisions from portions of several different departments including **City Manager's Office**, **Financial Services** (*Revenue Collections/UB*), **Administrative Services** (*Logistics*), **Public Works** (*Administration, Water*

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*Resources, Water, Sewer, Meters, Operations, and Right of Way*), **Information Technology** (*Administration, Development, Project Management Office, Information Services, and Geographic Information Systems*) and **Engineering Services** (*Administration, Engineering, and Construction Inspection*).

**City Manager's Office** expenses total \$157,347. This expense is to cover salary and operations to support utility related project management.

*Revenue Collections Division* in the **Financial Services Department** has a budget of \$1.9 million, a 4% increase from the previous year's revised budget which includes funding for credit card fees and postage cost increases to cover mailing of bills each month.

Expenses in the **Public Works Department** budget total \$75 million or an 8% increase over FY18 revised projections. Of this amount, \$55 million represents payments to the NTMWD for water and sewer services. This increase includes a 5% rate increase from the NTMWD for water from \$2.78 per 1,000 gallons to \$2.92. We exceeded our minimum take or pay in FY18, so our minimum water purchases will increase as well. The NTMWD will also pass through increases for services related to operating wastewater treatment plants. Replacement equipment totals \$1.1 million. Details regarding the replacement equipment can be found in the Capital and Supplemental Request Summary in the Utility Fund section of this document.

Seven new positions are included for the **Public Works Department** including a Utilities Technician Supervisor, Utility Inspector, System Technician and control valve crew which includes a Crew Leader and 3 person Maintenance Crew. These positions, including equipment and operations, account for approximately \$738,153 of the increase. A generator for Frisco 1 South is \$250,000 and repairs to Frisco Lakes Lift Station vault walls totals \$640,000. \$50,000 is also included for Fire Hydrant contract maintenance.

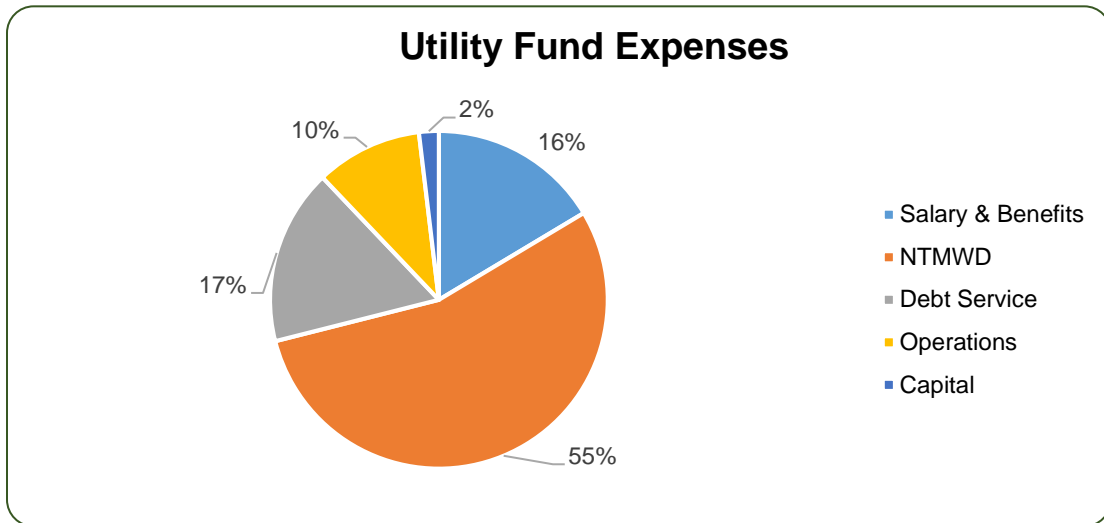
The Utility Fund also provides funding for the **Information Technology Department** – with a total budget of \$3 million or an increase of 9%. The increase is primarily in the *GIS* Division for the operational licensing and support for the Enterprise GIS Software as well as a replacement vehicle.

**Administrative Services Department** expenses increased 11%, or approximately \$20,000 due to the continued funding for centralized warehouse and fleet bays expansion.

**Engineering Services Department - *Engineering and Construction Inspection***, total budget is \$4 million, up 4%. Two replacement trucks are included, and the ongoing engineering studies have also been funded.

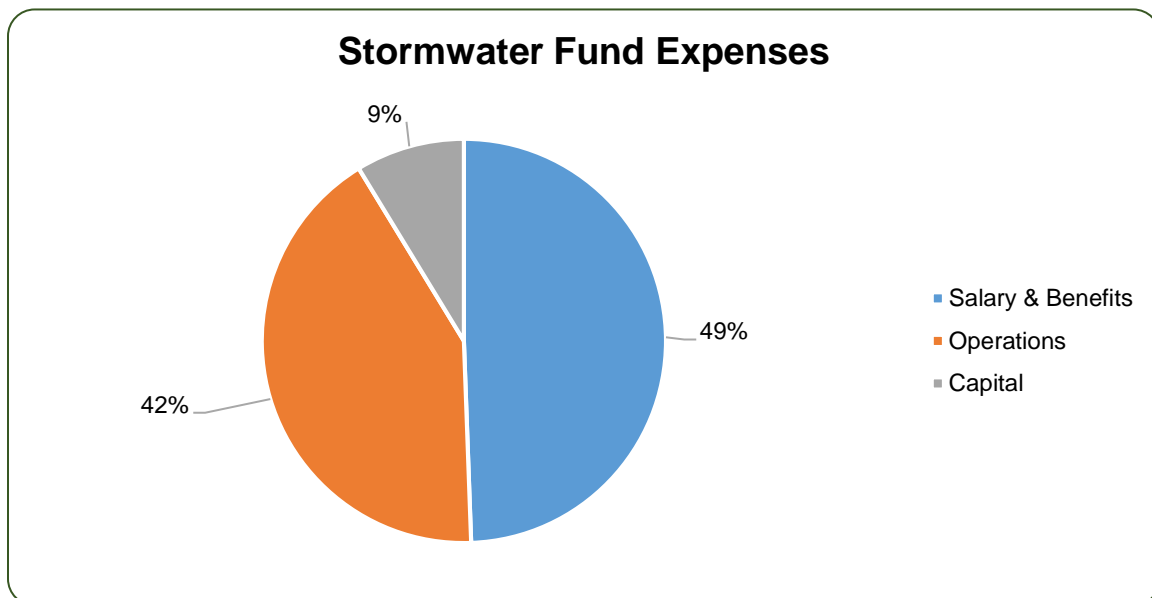
**Non-Departmental** expenses for debt service increased 6% for FY19. Total Utility Fund debt service for FY19 totals \$17 million. Details for debt service by series are included in the Debt Section.





## STORMWATER FUND REVENUE AND EXPENSE:

Total estimated revenues for FY19 are \$4 million. Stormwater fee revenue represents a 4.9% increase over the revised FY18 fee revenue. The revenue stream from the fee has proven to be consistent with projections made when the fund was established. No increases are proposed for FY19.



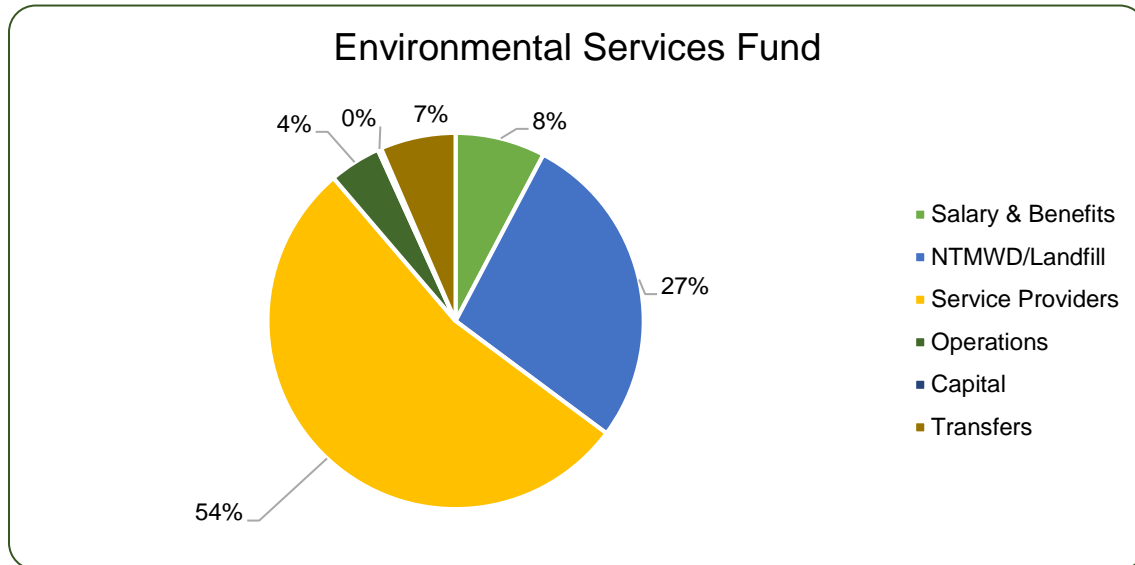
The projected expenses are \$3.4 million. This includes a new Inspector position. Capital funding is included for a low profile loader and one replacement truck. Transfers of \$548,088 for administrative costs and several capital projects are included in the funding approved for FY19.

## ENVIRONMENTAL SERVICES FUND REVENUE AND EXPENSE:

The Environmental Service Fund continues to meet revenue goals. Budgeted revenues are \$17.4 million, which is an 8% increase over the FY18 revised revenues. This is due to anticipated

increases in the number of households and business customers of the various services provided and a proposed fee increase based on costs of service.

Expenses total \$17.4 million. Approximately 81% of the expenses for the fund are related to contracts for collection of garbage and recyclables, along with the cost of disposal charged by the NTMWD. This includes a \$1.1 million transfer to other funds to cover administrative costs and in lieu of franchise fees.



### CAPITAL PROJECTS BUDGET:

The capital projects budget tracks the infrastructure and building projects which are funded with general operating transfers, intergovernmental revenue, bond funds and other special funding sources. Revised FY18 expenditure budget of \$297 million and proposed FY19 estimate of \$34 million will fund the projects in the current plan. Bonds were sold for road projects, and public safety during FY18 of \$56.5 million. Total authorized but unissued bonds, after the FY18 sale, will be \$64.5 million, including the authorizations approved by the voters in the 2006 and 2015 elections that the City still plans to spend. A Citizen's Bond Committee was named in August, which is gathering information from staff regarding future projects for the next five years and will present to Council in January 2019 to place on the May 2019 Election Ballot. At this time, we anticipate asking for funding consistent with prior elections to fund roads, parks, public safety and facilities.

Building and infrastructure projects of this magnitude can typically span many years. Some projects can take up to six years to complete. The following list contains many of the projects that are either in design or under construction within FY18 through FY19.

1. Facilities totaling approximately \$80 million to include:

- Soccer Complex
- Fleet Center Facility Expansion
- Fire Stations and Equipment
- Public Safety Training Center
- Performing Arts Center
- City Hall/Library Expansion
- The Grove - Adult Activity Center

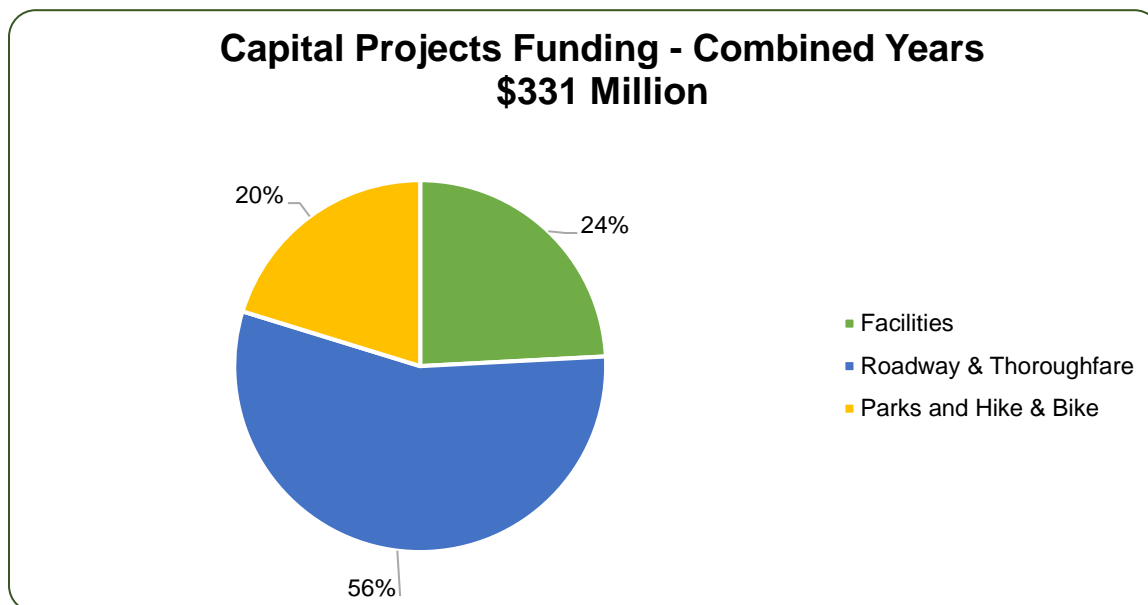
2. Roadway and thoroughfare improvements of \$184 million to include:

- 4th Army Drive
- Custer Creek Farm Street Reconstruction
- Dallas Parkway (DNT Frontage Roads) Phase I
- DNT Phase 2
- Traffic Signal Installations
- Arterial Street Light improvements
- Panther Creek
- Preston Road Intersection improvements
- Rockhill Road
- Main Street
- Teel Parkway

3. Parks and Hike & Bike Trail improvements totaling over \$67 million, which include:

- Brinkman Land Park Land
- Northeast Community Park
- Various Hike and Bike Trails
- Various Neighborhood Parks
- Grayhawk Park
- Pearson Park
- Dominion Trail

The listed projects are only a portion of the complete list, which can be found on the Capital Projects Fund Summary pages of the budget document.



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## DEBT SERVICE FUND:

Current tax revenues budgeted to cover the debt service obligations are \$42,229,875. Additional revenues from the TIRZ funds supporting debt service total \$21,909,094. Additional contributions into the debt service fund include appropriations from Thoroughfare Impact Fees, the Frisco Community Development Corporation, the Frisco Economic Development Corporation, and the Panther Creek Public Improvement Districts (payments made by residents of the Districts). Total revenues in the Debt Service Fund are budgeted at \$67,492,085 with 37% of that amount being supported from other revenue streams.

Obligations to be paid out of the debt service fund total \$68,566,564 (including fees) with a projected ending fund balance of \$4.7 million.

## PERSONNEL:

FY18 included 1,584 positions authorized. With the addition of 57 net positions, there will be 1,641 positions authorized, with 1,411.5 FTE (full time equivalent). Approximately, 7.40 FTE per 1,000 population.

### General Fund Positions

A net total of 48 positions are included in the General Fund. Total salary and benefit cost estimate of the new positions is \$2.4 million in FY19. Staffing additions, which have been discussed in the preceding summary by Department, include:

- 1 Communications Specialist
- 1 Treasury Manager
- 1 Deputy Court Clerk
- 1 Grants Coordinator
- 1 Assistant Police Chief
- 1 Crime Analyst
- 1 Training Sergeant
- 2 Detention Supervisors
- 2 Police Senior Records Clerk
- 1 Police Records Clerks
- 3 Police Communications Officers
- 1 Public Safety Equipment Technician
- 1 Traffic/Special Events Lieutenant
- 1 CID Detective
- 9 Fire Firefighters (SAFER Grant #2)
- 1 Battalion Chief Special Events/Facilities
- 1 Fire Investigator
- 1 Fire Inspector
- 1 Public Works Maintenance Engineer
- 1 Senior Signal Technician – Public Works
- 1 Senior Buyer
- 2 Facilities Technician
- 2 Custodians
- .5 Library Assistant Part Time
- 2 Library Circulation Supervisors
- 1 (2) Library Interns Part Time (TSLAC Grant)
- 1 (2) Recreation Facilities Monitors Part Time

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- .5 Recreation Aide Part Time
  - 1 Heritage Center Arts & Culture Educator
  - 1 Engineering Traffic Technician
  - 1 Code Enforcement Officer

### Enterprise Fund Positions

Utility Fund has an increase of 7 new positions at a cost of \$442,867 to include:

- 1 Utility Technician
- 1 Utility Inspector
- 1 System Technician
- 1 Control Valve Crew Leader
- 2 Maintenance Technicians
- 1 Maintenance Worker

Stormwater Fund has an increase of 1 new position:

- 1 Inspector

Environmental Services Fund has an increase of 2 new positions:

- 1 CSR
- 1 Superintendent

### Other Fund Positions

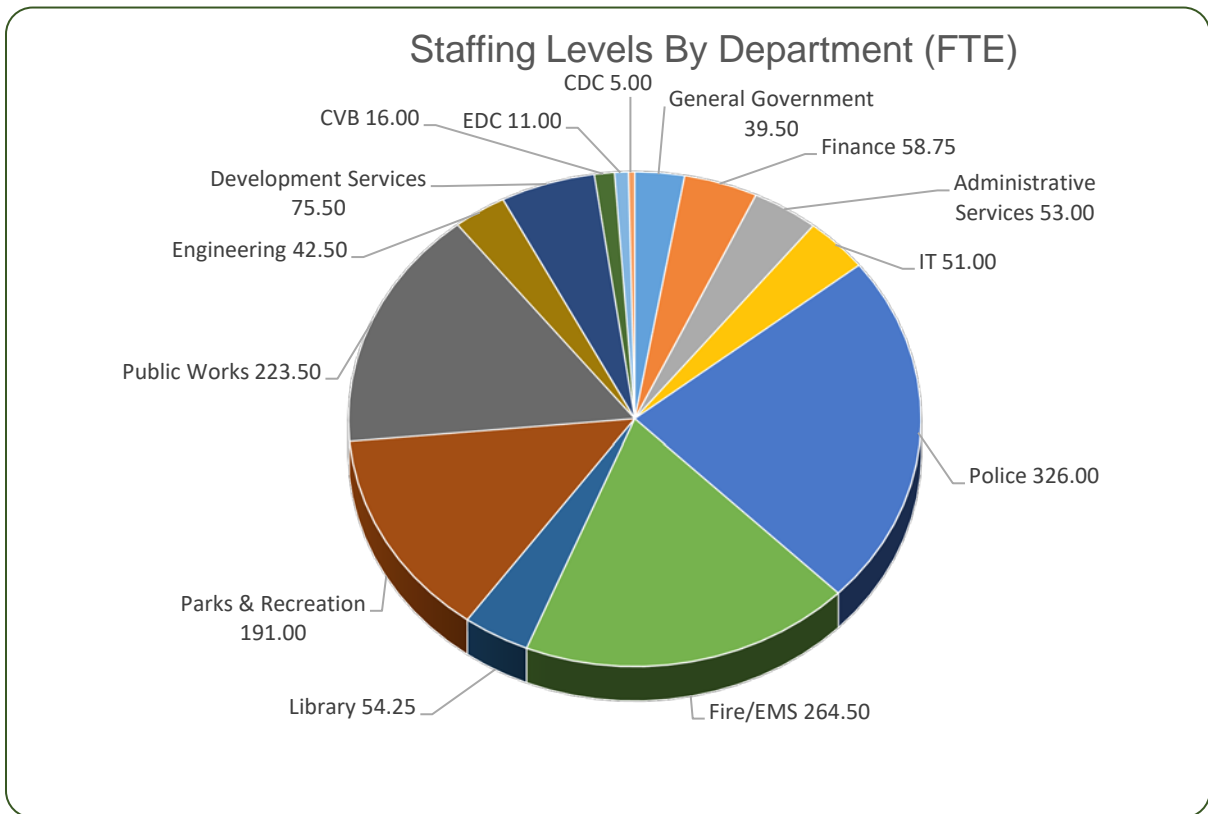
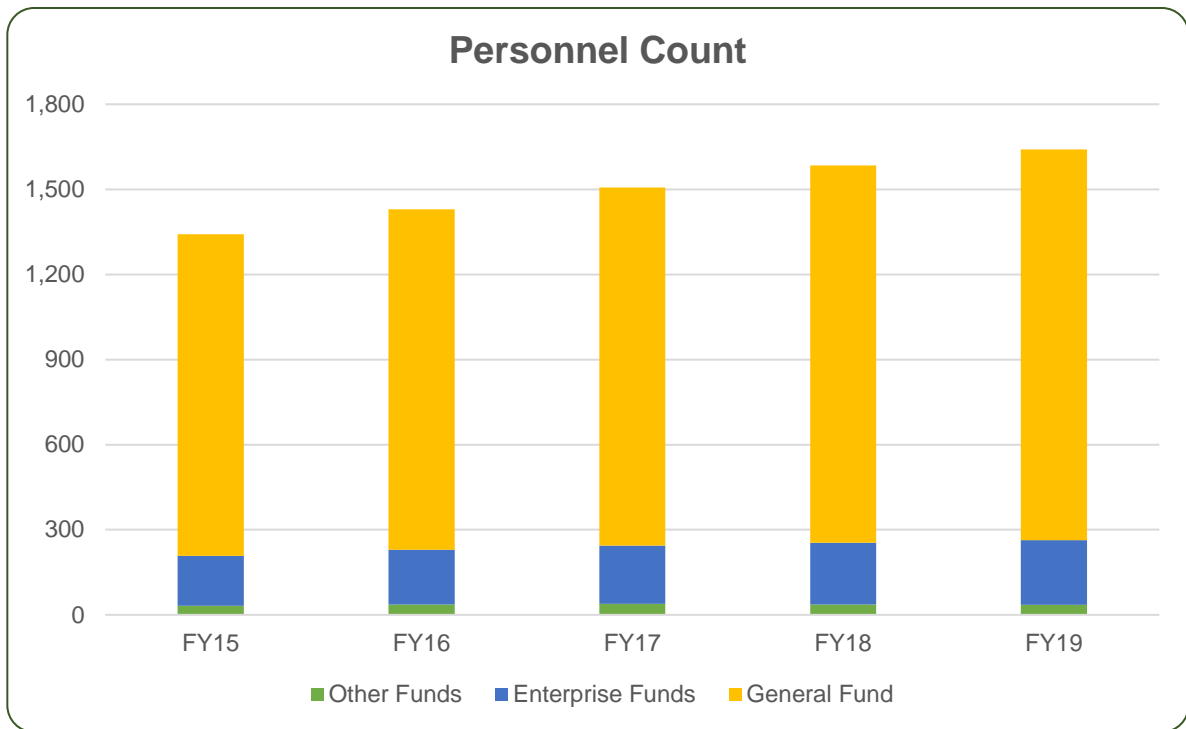
Hotel/Motel Fund has an increase of 2 new positions to include:

- 1 Sales & Service Support Coordinator
- 1 Marketing Support Coordinator

### Pay and Benefits

Funding of approximately \$3 million, for an average 3% merit-based increase for employees and one 3% step increase for police and fire personnel, is included in FY19 budget. We want to be competitive in the general market place, comparable to similar situated employers and we continue to address market changes. Total budget for all funds of approximately \$2 million is to address market adjustments for public safety and some other employee classifications (Dispatchers & Maintenance Workers).

Insurance cost estimates for FY19 are based on our consultant's evaluation of costs and funding requirements. It is anticipated that a rate increase to the City and our employees will not be necessary for FY19 due to performance of the plan during the past few years. The full Texas Municipal Retirement System (TMRS) rate of 14.34% is included in the budget, up from 14.26% for 2018. The latest actuarial study reflects that our plan is 86.5% funded at 12/31/2017. This is higher than the prior year of 80.78%.



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## CITY COUNCIL STRATEGIC FOCUS AREAS:

Frisco's Annual Budget is our plan of action detailing how the City's overall goals will be achieved. Each Department includes, as a part of its description of core services, information on their mission, strategies, objectives, and measures. The work program specifics, which are included with the budget unit pages, describe the steps the operating departments are taking to align their budgets with City Council's Strategic Focus Areas and Strategic Goals. These goals are also aligned with the stated City Core Values:

Integrity  
Outstanding Customer Service  
Fiscal Responsibility  
Operational Excellence  
Our Employees

In 2003, the City Council established seven Strategic Focus Areas to guide the City's operations and provide the Council's long term vision for the community:

1. **Long-Term Financial Health** - Responsible stewardship of financial resources balancing short and long term needs of the community.
2. **Public Health & Safety** - Provide quality programs and services which promote community well-being.
3. **Infrastructure** - Develop and maintain transportation systems, utilities and facilities to meet the needs of the community.
4. **Excellence in City Government** - Provide effective and efficient services with integrity in a responsive and fair manner.
5. **Sustainable City** - Promote the continued development of a diverse, unique and enduring city.
6. **Civic Involvement** - Encourage civic pride, community participation and a sense of ownership in our community.
7. **Leisure and Culture** - Provide quality entertainment, recreation and cultural development to promote and maintain a strong sense of community.

This year, the City Council conducted its Strategic Work Session in January. From the meeting, Council unanimously agreed upon specific priorities. These were formally adopted. The FY19 proposal provides funding, in most cases, to continue our progress towards achieving these priorities.

The Council's top priorities for 2018-2019 are as follows:

- Traffic – Implement Innovative Systems
- Start to Rebuild Capital Reserves
- Performing Arts Center- Develop Arts Strategy
- Legislative Plan to Protect Frisco
- Downtown – Finish Plan and Start Big Project
- Expand Higher Education Opportunities in Frisco
- Implementation of EDC strategic and operational changes
- Create an Identity in North Corridor Including Destination Hotel - 380
- Plan Facility Expansion to Meet Service Needs
- Master Plan Parks, Trails, and Flood Plain that are Undeveloped





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# BUDGET IN BRIEF



## **BUDGET IN BRIEF**

The following pages provide a short and concise summary of the budget process and key budget points.

### **BUDGET PROCESS**

The budget process is a yearly activity as set forth in the City Charter. The City Council adopts an annual budget as prepared by the City Manager and City staff.

The process starts each year in January, with the City Council Worksession. At which, the City Council and City Manager along with Department Directors determine the strategic focus areas, long term goals and plans for the upcoming fiscal year for the City of Frisco.

Throughout February and March, the Budget staff begins preparing training materials and forecasts. Staff continuously monitor current year revenues and expenditures, and simulating subsequent fiscal year projections.

Each year in April, the Management Team hosts a Budget Kickoff Meeting. At the Budget Kickoff Meeting, forms, guidelines, and training materials needed to prepare the revised budget and proposed budget requests are provided. Preparation of the budget includes three parts; 1) the current year revised budget, 2) the subsequent fiscal year proposed budget, 3) and the subsequent fiscal year capital and supplemental requested amounts. Budget Office staff hold training sessions with the Departments during April to assist with budget software use and provide one-on-one assistance and instruction.

The current year revised budget is a projection of revenues and expenditures for the remainder of the current fiscal year. Departments submit justification for accounts that are expected to be over budget and for accounts that funding is not able to be fully utilized. All accounts are then evaluated and adjusted from the current budgeted amount to meet year end needs.

The subsequent fiscal year proposed budget is the expected cost for maintaining the current year base operations. Increases to the operating portion due to growth or inflation of the base are limited depending on the City Manager guidelines stated during the Budget Kick Off Meeting. Capital and one-time purchases from the previous fiscal year are not included in this base estimate.

Instead, activities that require additional resources, new or replacement equipment, or new programs are included in the capital and supplemental requested amounts. For each item requested, Departments provide a description, itemization, and justification of the estimated costs. These requests are submitted by the Department in a list prioritized according to need. Fleet and computer replacements are submitted by the Fleet Division and Information Technology Department for each Department and evaluated during the Departmental Budget Review Meetings.

All three parts of the budget preparation materials are due to the Budget staff in May. Throughout May, individual Departmental Budget Review Meetings are held with the Department Director and the Management Team to review and discuss their requests for changes to the current year, their upcoming year proposed budget, and their capital and supplemental requests. The budget staff combines the proposed requests into the Revenue, Expenditure, and Fund Summaries and submits to the City Manager, who then reviews, makes adjustments and submits the proposed budget to the City Council prior to August 15.

The City Council has the opportunity to review the proposed budget, discuss their opinions, ask questions with the City Manager, provide feedback, and request changes at the Council Worksession in early August. After the Council Worksession there are two public hearings. The Charter requires at least one public hearing on the budget. In addition, if the proposed tax rate exceeds the effective tax rate, the City is required to hold two public hearings on the tax rate in addition to the public hearing on the budget. The public hearings allow citizens a chance to voice their opinions.

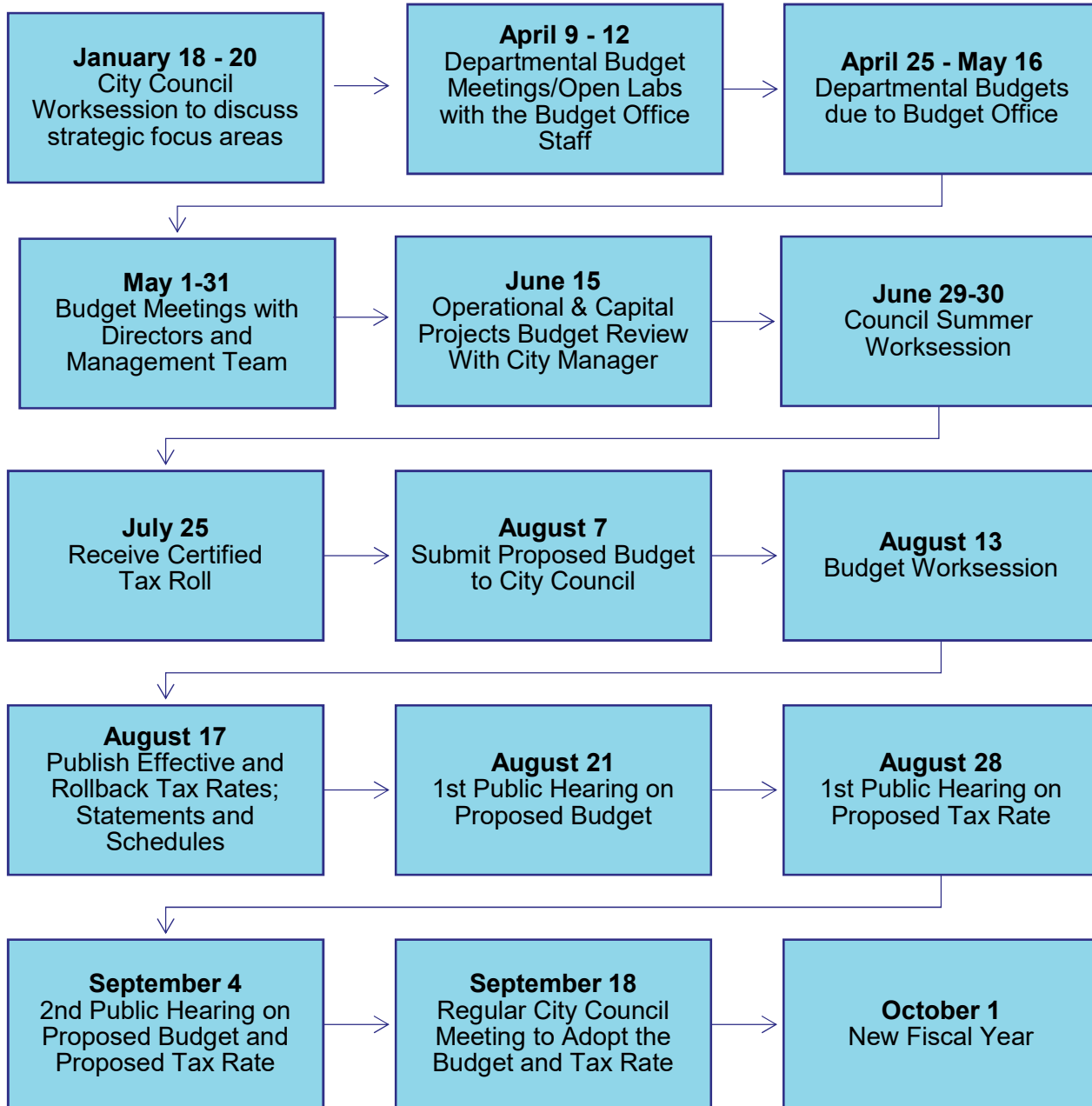
## **BUDGET IN BRIEF, CONTINUED**

The City Council will adopt the final budget appropriation at a City Council meeting in September for the October 1 fiscal year start date.

### **BUDGET ADJUSTMENTS AND AMENDMENTS**

Budget changes that do not affect the total for a Department, but transfer funds from one line item to another within a Department's operating budget are allowed at each Director's discretion. A budget adjustment that will bring a change in the total appropriation for a Department may be allowed by the City Manager at the written request of the Department, based on the City's ability to fund the request. A budget adjustment that requires a change in total appropriations at the fund level requires the City Council's approval in the form of an ordinance.

## **BUDGET PROCESS FLOWCHART**



**CITY OF FRISCO**  
**COMBINED BUDGET SUMMARY**  
**2018 - 2019**

Fund Title	Estimated Beginning Balance	Revenues by Type			
		Taxes	Licenses & Permits	Fees	Interest
General Fund	\$ 50,976,343	\$ 141,000,807	\$ 12,677,795	\$ 13,516,515	\$ 840,000
Insurance Reserve Fund	6,424,871	-	-	-	72,000
Capital Reserve Fund	8,413,354	-	-	-	50,000
Public Leased Facility Fund	348,781	-	-	1,121,944	700
Special Events Fund	489,627	-	-	225,000	1,000
Workforce Housing Fund	451,003	-	-	-	3,200
Public Arts Fund	493,739	-	-	-	1,000
Superdome Fund	1,228,791	-	-	-	10,000
TIRZ #1 Fund	5,070,629	33,912,736	-	4,967,061	66,600
TIRZ #5 Fund	447,014	1,204,501	-	-	-
Court Technology Fund	309,501	-	-	190,000	700
Traffic Control Enforcement	124,793	-	-	216,000	2,600
Hotel/Motel Tax Fund	1,142,029	6,573,190	-	-	1,000
Panther Creek PID Fund	38,078	-	-	215,000	65,000
Grants Fund	-	-	-	-	-
CDBG Fund	-	-	-	-	-
Public Television Franchise Fund	509,645	328,000	-	-	1,000
Capital Projects Fund	4,244,804	-	-	-	-
Thoroughfare Impact Fee Fund	26,930,813	-	-	-	-
Park Dedication Fee Fund	20,024,363	-	-	-	-
Debt Service Fund	5,725,645	42,229,875	-	-	30,000
Utility Fund	47,089,855	-	-	103,738,928	200,000
Utility Capital Projects Fund	8,378,724	-	-	-	-
Utility Impact Fee Fund	34,355,069	-	-	-	-
Stormwater Fund	514,331	-	-	3,995,821	3,000
Environmental Services Fund	7,271,471	-	-	17,260,179	90,000
Community Development Fund	79,157,907	23,574,452	-	-	460,000
Economic Development Fund	79,593,166	23,574,452	-	-	440,000
Charitable Foundation Fund	12,486	-	-	-	-
<b>Totals</b>	<b>\$ 389,766,832</b>	<b>\$ 272,398,013</b>	<b>\$ 12,677,795</b>	<b>\$ 145,446,448</b>	<b>\$ 2,337,800</b>

Revenues By Type		Expenses by Object				
	Interfund				Interfund	Estimated
Miscellaneous	Transfers	Salary &	Service &	Capital	Transfers	Ending
	In	Benefit	Commodity	Outlay	Out	Balance
\$ 1,941,996	\$ 2,995,312	\$ 117,465,544	\$ 46,268,227	\$ 7,369,936	\$ 1,735,728	\$ 51,109,333
-	-	-	-	-	-	6,496,871
-	1,200,000	-	-	-	1,900,000	7,763,354
-	100,000	-	1,207,238	-	-	364,187
77,500	80,400	-	325,205	-	-	548,322
-	-	-	21,500	-	-	432,703
-	205,328	88,181	158,147	-	-	453,739
-	-	-	-	-	-	1,238,791
-	5,182,870	-	18,919,986	-	23,425,272	6,854,636
-	-	-	-	-	1,274,077	377,438
-	-	-	113,488	25,000	84,000	277,713
-	-	-	117,500	100,000	-	125,893
677,825	-	1,833,097	2,820,201	-	2,507,899	1,232,847
-	-	-	-	-	280,000	38,078
10,246,617	150,000	-	5,119,167	1,574,102	3,703,348	-
851,152	-	-	851,152	-	-	-
-	-	-	-	326,598	-	512,047
21,500,000	17,893,348	-	-	34,393,348	-	9,244,804
-	-	-	-	-	5,000,000	21,930,813
-	-	-	-	-	4,500,000	15,524,363
-	25,232,209	-	68,566,563	-	-	4,651,165
570,000	3,345,530	16,639,640	83,316,579	1,923,143	-	53,064,951
15,775,000	10,000,000	-	-	24,875,000	-	9,278,724
-	-	-	-	-	8,000,000	26,355,069
-	-	1,660,852	858,642	292,750	548,088	1,152,820
36,000	-	1,342,882	14,841,552	52,800	1,148,754	7,271,662
4,062,102	2,790,255	265,000	13,154,025	18,796,093	13,045,519	64,784,079
73,275	-	1,718,446	20,377,566	-	2,022,567	79,562,314
1,500	-	-	1,500	-	-	12,486
\$ 55,812,967	\$ 69,175,252	\$ 141,013,642	\$ 277,038,239	\$ 89,728,770	\$ 69,175,252	\$ 370,659,204

**CITY OF FRISCO**  
**THREE YEAR REVENUE AND EXPENDITURE SUMMARY**

	Actual 2017	General Fund Revised 2018	Proposed 2019	Actual 2017	TIRZ #1 Fund Revised 2018	Proposed 2019
<b>Revenues</b>						
Taxes	\$ 119,924,855	\$ 128,552,955	\$ 141,000,807	\$ 28,029,224	\$ 31,029,677	\$ 33,912,736
Licenses & Permits	12,904,536	12,591,178	12,677,795	-	-	-
Fees	13,933,697	13,101,824	13,516,515	4,319,583	4,962,937	4,967,061
Interest	482,840	800,000	840,000	41,687	61,060	66,600
Miscellaneous	1,950,357	1,921,768	1,941,996	-	-	-
<b>Total Revenue</b>	<b>149,196,285</b>	<b>156,967,725</b>	<b>169,977,113</b>	<b>32,390,494</b>	<b>36,053,674</b>	<b>38,946,397</b>
<b>Expenditures</b>						
Salary & Benefit	97,637,727	107,003,462	117,465,544	-	-	-
Service & Commodity	33,296,995	47,350,932	46,268,227	14,239,085	17,183,230	18,919,986
Capital Outlay	4,510,733	9,445,045	7,369,936	-	-	-
<b>Total Expenditures</b>	<b>135,445,455</b>	<b>163,799,439</b>	<b>171,103,707</b>	<b>14,239,085</b>	<b>17,183,230</b>	<b>18,919,986</b>
<b>Net Revenue (Expenditures)</b>	<b>13,750,830</b>	<b>(6,831,715)</b>	<b>(1,126,594)</b>	<b>18,151,409</b>	<b>18,870,444</b>	<b>20,026,410</b>
<b>Other Sources (Uses)</b>						
Transfers In (Out)	(3,632,530)	(4,327,052)	1,259,584	(17,535,586)	(18,510,611)	(18,242,403)
Proceeds from Debt	-	-	-	-	-	-
<b>Total Resources (Uses)</b>	<b>(3,632,530)</b>	<b>(4,327,052)</b>	<b>1,259,584</b>	<b>(17,535,586)</b>	<b>(18,510,611)</b>	<b>(18,242,403)</b>
<b>Beginning Fund Balance</b>	<b>52,016,809</b>	<b>62,135,109</b>	<b>50,976,343</b>	<b>4,094,973</b>	<b>4,710,796</b>	<b>5,070,629</b>
<b>Ending Fund Balance</b>	<b>\$ 62,135,109</b>	<b>\$ 50,976,343</b>	<b>\$ 51,109,333</b>	<b>\$ 4,710,796</b>	<b>\$ 5,070,629</b>	<b>\$ 6,854,636</b>

(1) Actual is presented on a budgetary basis



Debt Service Fund			Utility Fund			Total General Fund Subsidiaries		
Actual 2017	Revised 2018	Proposed 2019	Actual 2017	Revised 2018	Proposed 2019	Actual 2017	Revised 2018	Proposed 2019
\$ 36,643,823	\$ 39,139,734	\$ 42,229,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-	-
-	-	-	84,155,929	97,706,441	103,738,928	1,404,620	1,421,436	1,346,944
77,294	61,060	30,000	207,890	450,000	200,000	154,339	133,200	127,900
-	-	-	780,810	585,000	570,000	30,378	32,000	77,500
<b>36,721,117</b>	<b>39,200,794</b>	<b>42,259,875</b>	<b>85,144,629</b>	<b>98,741,441</b>	<b>104,508,928</b>	<b>1,589,337</b>	<b>1,586,636</b>	<b>1,552,344</b>
-	-	-	13,787,003	14,888,738	16,639,640	-	-	88,181
60,718,535	64,569,705	68,566,564	71,938,387	78,168,434	83,316,579	11,311,330	1,772,288	1,712,090
-	-	-	1,294,414	1,353,952	1,923,143	185,831	-	-
<b>60,718,535</b>	<b>64,569,705</b>	<b>68,566,564</b>	<b>87,019,804</b>	<b>94,411,124</b>	<b>101,879,362</b>	<b>11,497,161</b>	<b>1,772,288</b>	<b>1,800,271</b>
(23,997,418)	(25,368,911)	(26,306,690)	(1,875,175)	4,330,317	2,629,566	(9,907,824)	(185,652)	(247,927)
24,669,135	25,247,043	25,232,210	2,550,281	3,319,743	3,345,530	4,173,124	5,124,696	(314,272)
-	-	-	-	-	-	-	-	-
<b>24,669,135</b>	<b>25,247,043</b>	<b>25,232,210</b>	<b>2,550,281</b>	<b>3,319,743</b>	<b>3,345,530</b>	<b>4,173,124</b>	<b>5,124,696</b>	<b>(314,272)</b>
5,175,796	5,847,513	5,725,645	38,764,689	39,439,795	47,089,855	17,417,031	11,682,331	16,621,375
\$ 5,847,513	\$ 5,725,645	\$ 4,651,165	\$ 39,439,795	\$ 47,089,855	\$ 53,064,951	\$ 11,682,331	\$ 16,621,375	\$ 16,059,176

**CITY OF FRISCO**  
**THREE YEAR REVENUE AND EXPENDITURE SUMMARY**

Total Special Revenue Funds				Total Capital Projects		
	Actual 2017	Revised 2018	Proposed 2019	Actual 2017	Revised 2018	Proposed 2019
<b>Revenues</b>						
Taxes	\$ 5,436,851	\$ 7,101,420	\$ 8,105,691	\$ -	\$ -	\$ -
Licenses & Permits	-	-	-	-	-	-
Fees	915,247	693,000	621,000	22,509,350	13,800,000	-
Interest	111,530	93,700	80,300	2,394,787	3,280,000	-
Miscellaneous	1,937,909	5,084,483	11,775,594	37,075,458	31,842,135	775,000
<b>Total Revenue</b>	<b>8,401,536</b>	<b>12,972,603</b>	<b>20,582,585</b>	<b>61,979,595</b>	<b>48,922,135</b>	<b>775,000</b>
<b>Expenditures</b>						
Salary & Benefit	1,452,088	1,616,730	1,833,097	-	-	-
Service & Commodity	4,027,913	5,724,232	9,021,508	-	-	-
Capital Outlay	573,454	1,248,474	2,025,700	140,444,771	355,043,190	59,268,348
<b>Total Expenditures</b>	<b>6,053,455</b>	<b>8,589,436</b>	<b>12,880,305</b>	<b>140,444,771</b>	<b>355,043,190</b>	<b>59,268,348</b>
Net Revenue (Expenditures)	2,348,081	4,383,167	7,702,280	(78,465,176)	(306,121,055)	(58,493,348)
<b>Other Sources (Uses)</b>						
Transfers In (Out)	(2,228,821)	(5,122,827)	(7,699,324)	10,419,722	28,380,928	10,393,348
Proceeds from Debt	-	-	-	64,801,889	71,490,000	36,500,000
<b>Total Resources (Uses)</b>	<b>(2,228,821)</b>	<b>(5,122,827)</b>	<b>(7,699,324)</b>	<b>75,221,611</b>	<b>99,870,928</b>	<b>46,893,348</b>
Beginning Fund Balance	4,420,251	4,539,511	3,799,851	303,427,465	300,183,900	93,933,773
Ending Fund Balance	\$ 4,539,511	\$ 3,799,851	\$ 3,802,807	\$ 300,183,900	\$ 93,933,773	\$ 82,333,773

(1) Actual is presented on a budgetary basis

Total Enterprise Funds			Total Component Units			Total All Funds		
Actual 2017	Revised 2018	Proposed 2019	Actual 2017	Revised 2018	Proposed 2019	Actual 2017	Revised 2018	Proposed 2019
\$ -	\$ -	\$ -	\$ 40,273,288	\$ 44,064,396	\$ 47,148,904	\$ 230,308,041	\$ 249,888,182	\$ 272,398,013
-	-	-	-	-	-	12,904,536	12,591,178	12,677,795
17,033,801	19,586,663	21,256,000	-	-	-	144,272,227	151,272,301	145,446,448
50,367	96,000	93,000	857,147	900,000	900,000	4,377,881	5,875,020	2,337,800
203,462	36,000	36,000	991,473	13,175,384	1,008,673	42,969,847	52,676,770	16,184,763
<b>17,287,630</b>	<b>19,718,663</b>	<b>21,385,000</b>	<b>42,121,908</b>	<b>58,139,780</b>	<b>49,057,577</b>	<b>434,832,531</b>	<b>472,303,451</b>	<b>449,044,819</b>
2,302,860	2,472,663	3,003,734	1,926,376	2,149,249	1,983,446	117,106,054	128,130,842	141,013,642
12,282,596	15,322,832	15,700,194	36,194,034	59,931,908	33,533,091	244,008,875	290,023,562	277,038,239
439,227	384,050	345,550	129,899	459,368	18,796,093	147,578,329	367,934,079	89,728,770
<b>15,024,683</b>	<b>18,179,545</b>	<b>19,049,478</b>	<b>38,250,309</b>	<b>62,540,525</b>	<b>54,312,630</b>	<b>508,693,258</b>	<b>786,088,483</b>	<b>507,780,651</b>
2,262,947	1,539,118	2,335,522	3,871,599	(4,400,745)	(5,255,054)	(73,860,726)	(313,785,032)	(58,735,832)
(1,584,615)	(4,078,558)	(1,696,842)	(16,830,710)	(30,033,362)	(12,277,831)	-	-	-
-	-	-	7,960,018	-	3,128,204	72,761,907	71,490,000	39,628,204
<b>(1,584,615)</b>	<b>(4,078,558)</b>	<b>(1,696,842)</b>	<b>(8,870,692)</b>	<b>(30,033,362)</b>	<b>(9,149,627)</b>	<b>72,761,907</b>	<b>71,490,000</b>	<b>39,628,204</b>
9,646,910	10,325,242	7,785,802	198,196,759	193,197,666	158,763,559	633,160,683	632,061,864	389,766,832
<b>\$ 10,325,242</b>	<b>\$ 7,785,802</b>	<b>\$ 8,424,482</b>	<b>\$ 193,197,666</b>	<b>\$ 158,763,559</b>	<b>\$ 144,358,879</b>	<b>\$ 632,061,864</b>	<b>\$ 389,766,832</b>	<b>\$ 370,659,204</b>



## KEY BUDGET POINTS

### FISCAL YEAR 2019

GENERAL FUND BUDGET	\$	172,839,435
UTILITY FUND BUDGET	\$	101,879,362
TAXABLE VALUATION	\$	29,351,318,858
PROPOSED TAX RATE	\$	0.44660

### PROPERTY VALUATION ANALYSIS FOR THE PAST FIVE YEARS

TAX YEAR	CERTIFIED TAXABLE VALUATION	TOTAL GAIN (LOSS)		LESS NEW IMPROVEMENTS & ANNEXATIONS		GAIN (LOSS) ON PROPERTY ASSESSMENTS	
2013	15,898,187,961						
2014	18,046,803,425	2,148,615,464	13.51%	829,013,875	5.21%	1,319,601,589	8.30%
2014	18,046,803,425						
2015	20,795,469,824	2,748,666,399	15.23%	1,008,288,943	5.59%	1,740,377,456	9.64%
2015	20,795,469,824						
2016	24,283,388,226	3,487,918,402	16.77%	1,168,291,698	5.62%	2,319,626,704	11.15%
2016	24,283,388,226						
2017	26,532,839,613	2,249,451,387	9.26%	1,507,283,912	6.21%	742,167,475	3.06%
2017	26,532,839,613						
2018	29,351,318,858	2,818,479,245	10.62%	1,476,121,328	5.56%	1,342,357,917	5.06%

### 5 YEAR STAFFING TRENDS (Number of Authorized Positions)

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
General Fund	1,134	1,201	1,263	1,330	1,378
Utility Fund	152	163	173	182	189
Environmental Services Fund	12	15	16	16	18
Stormwater Drainage Fund	12	14	16	19	20
Economic Development Fund	14	14	14	14	11
Public Art Fund	1	1	1	1	1
Capital Projects Fund	5	2	2	-	-
Hotel/Motel Fund	11	12	14	14	16
Public Leased Facility Fund	1	1	1	1	1
Community Development Fund	-	7	7	7	7
Total All Funds	1,342	1,430	1,507	1,584	1,641

**HISTORY**  
**History of Frisco Tells of Growth From**  
**Rich Soil and Good Farm Land**  
By Bob Warren, Former Mayor of Frisco  
and updated by Staff

In February 1902, a town we now know as Frisco, was formed from the fertile black soil of west Collin County's beautiful rolling prairie land. However, to get a true picture of the history of our City, we need to look much further back in time, perhaps to the early 1800's.

At least three vital ingredients were present in the birth of Frisco. An abundance of rich soil made excellent farmland, but two other things were needed, transportation and water. Lets see how these three ingredients worked together to grow the Frisco we know today.

**Transportation**

As with any successful city, transportation has been key to the development of Frisco. Settlers first came to this area while traveling the Shawnee Trail.

In 1838, the Congress of the Republic of Texas appropriated money for the construction of a north – south road, thereby opening northern Texas to trade. The Shawnee Trail from Austin to the Red River was followed for this route. This road, for which our Shawnee Trail Sports complex is named, ran through the heart of what later became the City of Frisco.

A military post near the Red River was named for Captain William C. Preston, a veteran of the Texas Revolution. The Shawnee Trail, which would ultimately become Preston Trail, then Preston Road, was used by wagon trains moving south bringing immigrants to Texas and by cattle drives going north from Austin. The town, Lebanon, then a thriving cattle town and now a part of Frisco served as an assembly point for the cattle drives. South of this area in 1841, John Neely Bryan began the settlement of Dallas.

Next came another mode of transportation, the railroad, which gave birth to Frisco. The origin of railroads in this area began in 1849 in the state of Missouri. The Pacific Railroad Company was granted a charter to build a line from St. Louis to the western boundary of Missouri. Fifty- three years later the line had become a part of the St. Louis, San Francisco Railroad. Men at depot stations along the line soon shortened the name of the line to "Frisco".

**Water**

By 1869, the laying of track, which would become part of the Frisco line, was being completed in Texas. In 1902, one such line was completed from Denison to Carrollton through the center of what is now Frisco. The thirst of the steam locomotive brought the need of watering holes about every twenty to thirty miles. Since water was not as available on the higher ground along Preston Ridge, the Frisco Railroad looked four miles west to lower ground. There they dug a lake called Frisco Lake, on Stewart Creek to provide water, (the second ingredient in our growth story) for the engines.

**Soil or Land**

In 1902, what would eventually become Frisco was a piece of land owned by the Blackland Town Site Company, a subsidiary of the Frisco Railroad. The property was subdivided into lots and sold to potential settlers. The auction, which was held on February 13 and 14, 1902, was advertised up and down the rail lines as far away as Chicago, St. Louis, and Kansas City. The sale also attracted residents and merchants from surrounding communities that had no rail access. Businesses and residents began moving here from Little Elm to the west and from Lebanon, which was seeing fewer and fewer cattle drives.

With the decline of Lebanon, some of the houses were physically moved from Preston Road to what is now downtown Frisco. One was the T.J. Campbell home which was rolled on logs and pulled into Frisco where it now stands, a historical monument.

The settlement was first called Emerson, named for Francis Emerson, owner of the farm where the town site was located. However, when application was made for a post office under the name "Emerson" the application was refused. There was a town called Emberson in Lamar County, and authorities ruled that the names were too similar.

An existing post office called Eurida was transferred to the new town site from a community only two miles to the northwest. The postmaster, Tom Duncan, came along in the move. For some time the office continued to operate under the name Eurida.

Later, in 1904, the people selected the name "Frisco City" for their town in honor of the railroad that founded the young city. It was soon shortened to Frisco, and the Post Office Department approved the new name.

Frisco became a thriving town, serving as a trade center for the surrounding farming community. It was not until 1908, however, that the residents elected to make their community an incorporated City. On March 27, 1908 the citizens elected their first municipal government which included four aldermen, an alderman at large, a town marshal and Dr. I.S. Rogers, the town's first physician and mayor. Dr. Rogers, for which Rogers Elementary is named, served as mayor the first three years of the City's incorporated life.

The census of 1910, Frisco's first, showed a population of 332 pioneers. By the next census in 1920, the count was 733, and the town's population remained near that level through the 1950 census (736).

Quadruple digits were recorded in 1960 when the count showed 1,184. Slow but steady growth continued, bringing the total to 3,499 in 1980 and 6,141 in 1990. The nineties ushered in a "population explosion" bringing an estimated 21,400 people as of January 1, 1997. FY 2019 estimate is closer to 180,000.

Today our three ingredients are still working to build Frisco. With 70 square miles of land (soil) within its boundaries the City is seeing a diversified crop produced. Where wheat, cotton, corn and feed once grew, we see people, houses, businesses, churches, schools, offices, and parks.

Frisco Lake served its purpose as a railroad lake (and a swimming hole), then went the way of the steam locomotive. But water continues to be a key factor in our growth. Once served by water wells, today we have a contract with North Texas Municipal Water District to furnish over 10.1 billion gallons of water.

Though rail continues to be very important, automobiles and trucks, and how to keep them moving now claim our attention. Frisco is blessed with a toll road, major State and Federal highways, and new streets and thoroughfares are being built as fast as practical. Within the next 3 to 5 years an estimated \$150 million is to be spent on thoroughfare improvements within the City of Frisco.

The once small village of Frisco has reached perhaps adolescence. Its mother, the railroad, hardly recognizes her child. But, what of the future? The City's Master Plan says when the City Develops fully into its 70 square miles, it may house as many as 375,000 people.

**We will be challenged to keep our ingredients in order!**

## **PERSONNEL**

		<u><b>FY17</b></u>	<u><b>FY 18</b></u>	<u><b>FY 19</b></u>	<u><b>FTE</b></u>
<u><b>General Fund</b></u>					
10-General Government	10 - City Manager's Office	8	10	10	10.00
	11 - Communications & Media Relations	8	9	10	10.00
	12 - City Secretary's Office	4	4	4	4.00
	17 - Records Management	2	2	2	2.00
20-Financial Services	10 - Administration	3	3	3	2.50
	19 - Community Development	1	2	3	3.00
	20 - Budget Office	5	5	5	5.00
	21 - Accounting	13	14	13	13.00
	22 - Treasury	1	1	3	3.00
	23 - Municipal Court	20	20	21	20.25
30-Police	10 - Administration	7	8	13	13.00
	10 - Personnel & Training	6	6	7	7.00
	31 - Community Services	10	11	9	9.00
	31 - Detention	18	18	20	20.00
	31 - Records	9	10	12	12.00
	31 - Communications	35	39	39	39.00
	31 - Radio Operations	-	-	6	6.00
	31 - Animal Services	6	8	8	8.00
	32 - Patrol	117	123	120	120.00
	32 - Traffic	11	12	13	13.00
	33 - School Resource Officer	30	30	30	30.00
	33 - Evidence and Property	6	8	8	8.00
	33 - Investigations	35	38	40	40.00
35-Fire	10 - Administration	13	13	14	14.00
	34 - Community Education	3	3	3	2.50
	35 - Fire Prevention	10	12	14	14.00
	35 - Emergency Management	2	2	2	2.00
	36 - Operations	198	217	226	226.00
	37 - EMS	2	2	2	2.00
	39 - Fleet Services	4	4	4	4.00
40-Public Works	10 - Administration	-	5	5	5.00
	41 - Streets	39	37	38	38.00
	47 - Operations	-	10	9	9.00
	48 - Signal & Street Lighting Operations	-	11	12	12.00
	49 - ROW	-	-	1	1.00
50-Human Resources	10 - Human Resources	11	12	12	12.00
55-Administrative Services	10 - Administration	4	5	5	5.00
	51 - Risk-Property/Liability	2	2	2	2.00
	52 - Purchasing Services	7	8	9	9.00
	55 - Building Services	18	19	23	23.00
	56 - Fleet Services	10	12	12	12.00
60-Information Technology	10 - Administration	2	3	3	3.00
	61 - Project Management Office	1	2	2	2.00
	62 - Information Services	7	8	8	8.00
	63 - Management Information Services	13	19	19	19.00



## PERSONNEL

		<u>FY17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FTE</u>
<b><u>General Fund, continued</u></b>					
65-Library	10 - Administration	4	4	4	4.00
	65 - Library Services	64	64	69	50.25
75-Parks and Recreation	10 - Administration	8	8	11	9.00
	71 - Senior Center	11	11	12	8.50
	72 - Frisco Athletic Center	278	276	274	81.66
	74 - Athletics	9	9	11	7.17
	75 - Parks & Median Maintenance	76	75	75	75.00
	76 - Leisure Services	4	4	3	3.50
	78 - Planning & CIP	4	4	4	4.00
	79 - Heritage Museum	1	2	3	2.17
80-Engineering Services	10 - Administration	1	-	-	-
	85 - Traffic Signal System	13	2	2	2.00
	86 - Traffic Control	9	-	-	-
	88 - Engineering	-	1	1	1.00
	89 - Transportation	7	8	9	9.00
90-Development Services	10 - Planning	18	19	19	18.50
	94 - Health and Food Safety	8	9	9	9.00
	96 - Building Inspections	41	40	41	41.00
	98 - Code Enforcement	6	7	7	7.00
<b>General Fund Total</b>		<u>1,263</u>	<u>1,330</u>	<u>1,378</u>	<u>1,155.00</u>
<b><u>Utility Fund</u></b>					
10-General Government	10 - City Manager's Office	1	1	1	1.00
20-Financial Services	26 - Revenue Collections	12	12	12	12.00
40-Public Works	10 - Administration	15	6	6	6.00
	40 - Water Resources	-	12	12	10.00
	42 - Water	34	37	38	38.00
	43 - Sewer	15	17	18	18.00
	44 - Meters	21	21	21	21.00
	47 - Operations	15	17	22	22.00
	49 - ROW	12	8	8	8.00
55-Administrative Services	52 - Logistics	2	2	2	2.00
60-Information Technology	10 - Administration	-	1	1	1.00
	60 - Development	3	3	3	3.00
	61 - Project Management Office	1	1	1	1.00
	62 - Information Services	3	3	3	3.00
	63 - Management Information Services	3	3	3	3.00
	64 - Geographic Information Services	7	8	8	8.00
80-Engineering Services	10 - Administration	5	5	5	5.00
	87 - Construction Inspection	13	13	13	13.00
	88 - Engineering	11	12	12	10.50
<b>Utility Fund Total</b>		<u>173</u>	<u>182</u>	<u>189</u>	<u>185.50</u>
<b><u>Stormwater Drainage Fund</u></b>					
40-Public Works	46 - Compliance	14	17	18	18.00
80-Engineering Services	88 - Engineering	2	2	2	2.00
<b>Stormwater Drainage Fund Total</b>		<u>16</u>	<u>19</u>	<u>20</u>	<u>20.00</u>

## PERSONNEL

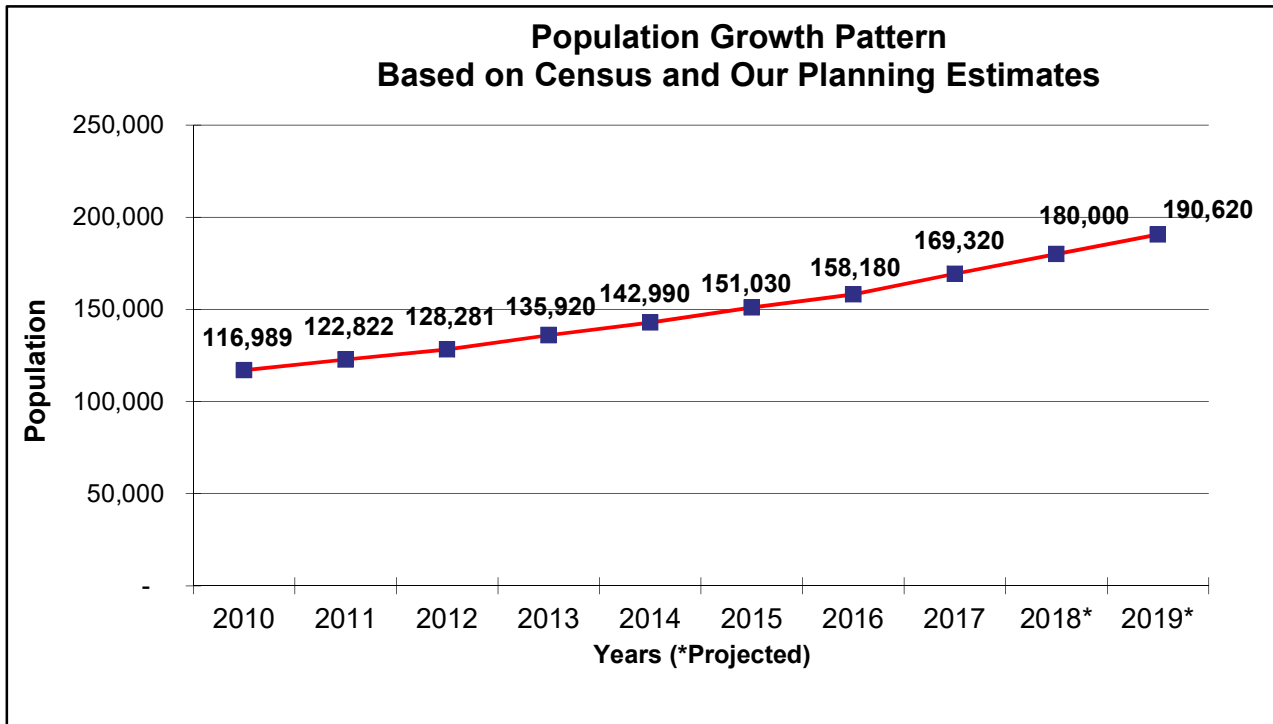
		<u>FY17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FTE</u>
<b><u>Environmental Services Fund</u></b>					
40-Public Works	45 - Environmental Services	16	16	18	17.50
	<b>Environmental Services Fund Total</b>	<u>16</u>	<u>16</u>	<u>18</u>	<u>17.50</u>
<b><u>Public Leased Facility Fund</u></b>					
10-General Government	10 - Administration	1	1	1	0.50
	<b>Public Leased Facility Fund Total</b>	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.50</u>
<b><u>Public Art Fund</u></b>					
75-Parks and Recreation	10 - Administration	1	1	1	1.00
	<b>Public Art Fund Total</b>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.00</u>
<b><u>Hotel/Motel Fund</u></b>					
25-Convention & Visitor's Bureau	10 - Administration	14	14	16	16.00
	<b>Hotel/Motel Fund Total</b>	<u>14</u>	<u>14</u>	<u>16</u>	<u>16.00</u>
<b><u>Capital Projects Fund</u></b>					
10-General Government	10 - Administration	2	-	-	-
	<b>Capital Projects Fund Total</b>	<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Community Development Fund</u></b>					
75-Parks and Recreation	79 - Frisco Discovery Center	7	7	7	5.00
	<b>Community Development Fund Total</b>	<u>7</u>	<u>7</u>	<u>7</u>	<u>5.00</u>
<b><u>Economic Development Fund</u></b>					
10-General Government	15 - Economic Development	14	14	11	11.00
	<b>Economic Development Fund Total</b>	<u>14</u>	<u>14</u>	<u>11</u>	<u>11.00</u>
<b>GRAND TOTAL</b>		<u>1,507</u>	<u>1,584</u>	<u>1,641</u>	<u>1,411.50</u>

### FY 2019 STAFFING

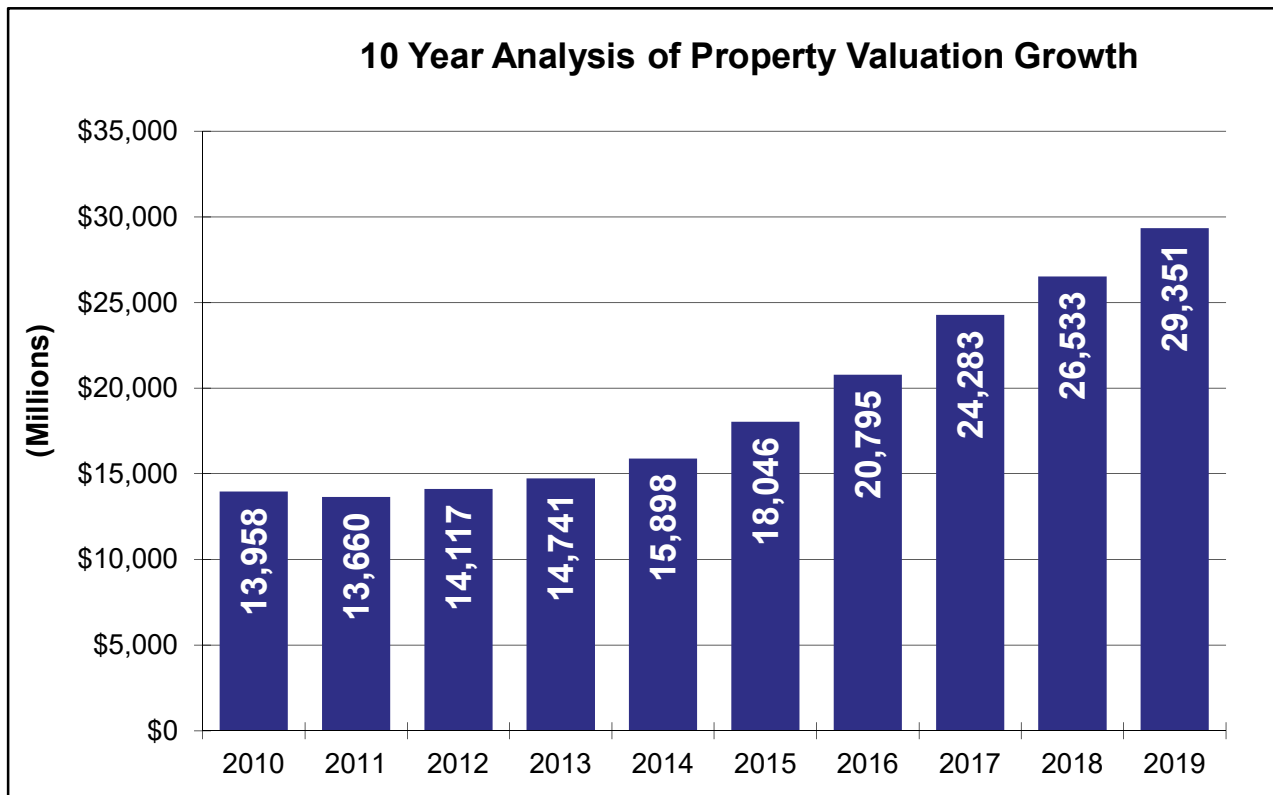
Full Time & Part Time Positions

FY 2019		
FUND	FT	PT
General Fund	1,068	310
Utility Fund	183	6
Environmental Services Fund	17	1
Stormwater Drainage Fund	20	-
Economic Development Fund	11	-
Public Art Fund	1	-
Hotel/Motel Fund	16	-
Public Leased Facility Fund	-	1
Community Development Fund	3	4
	1,319	322

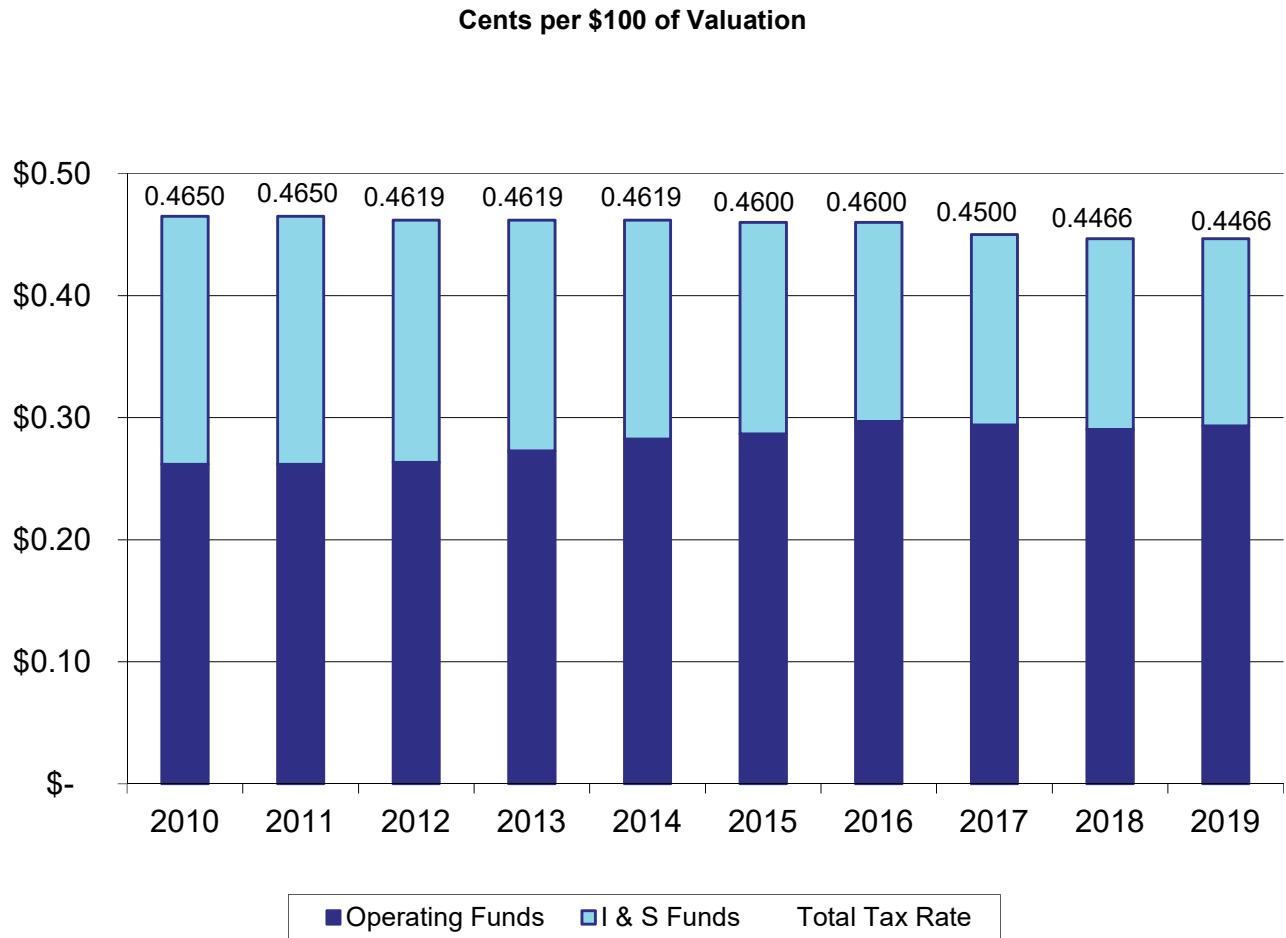
## GROWTH CHARTS



The 2010 Census showed the April 1, 2010 population for Frisco at 116,989 with 62% in Collin County and 38% in Denton County. FY19 estimates are based on a 5.9% growth assumption from our Development Services Department. The population at build-out is projected to be 375,000.



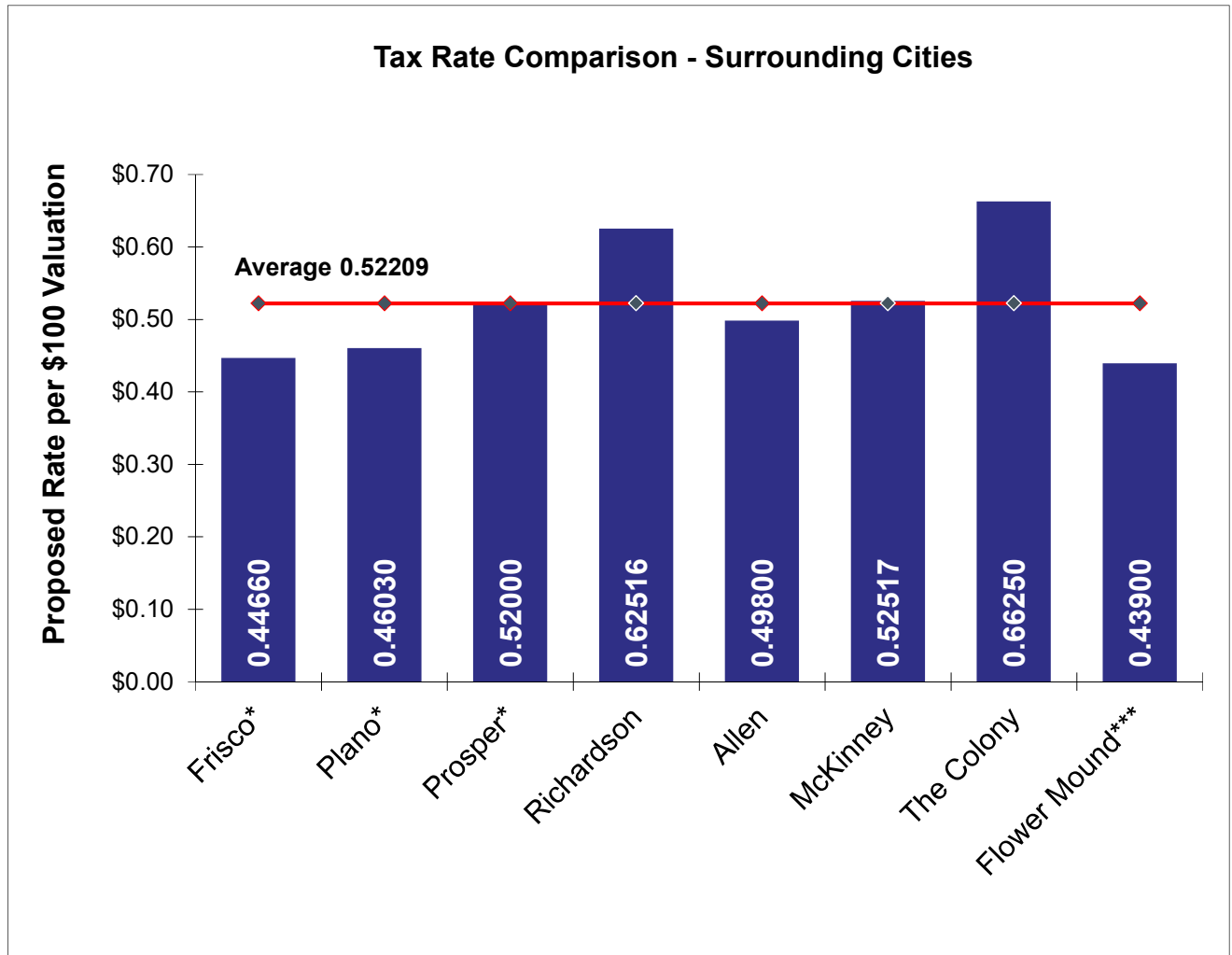
## COMPOSITION OF TAX RATE FOR THE PAST TEN YEARS



### 10 YEAR ANALYSIS OF TAX RATE

Fiscal Year	Operating Funds	I & S Funds	Total Tax Rate
2009-2010	0.261882	0.203118	0.46500
2010-2011	0.261732	0.203268	0.46500
2011-2012	0.263446	0.198464	0.46191
2012-2013	0.272957	0.188953	0.46191
2013-2014	0.282626	0.179284	0.46191
2014-2015	0.286791	0.173209	0.46000
2015-2016	0.297064	0.162936	0.46000
2016-2017	0.294052	0.155948	0.45000
2017-2018	0.290435	0.156165	0.44660
2018-2019	0.293367	0.153233	0.44660

## AREA TAX RATE COMPARISON



\* Grants homestead exemption

\*\*\*Has a 1/4% sales tax for street maintenance and repair



## **BUDGET OVERVIEW**

This overview provides a general synopsis of the City's fiscal position. It is designed to appeal to the general public and consists of sections that give brief one page summaries of each of the City's Funds and Departments. This overview has been separated into sections by fund types.

To aid in the analysis of this information, a brief explanation of our fund structure and the various fund types is available on the following pages:

## **FUND SUMMARIES**

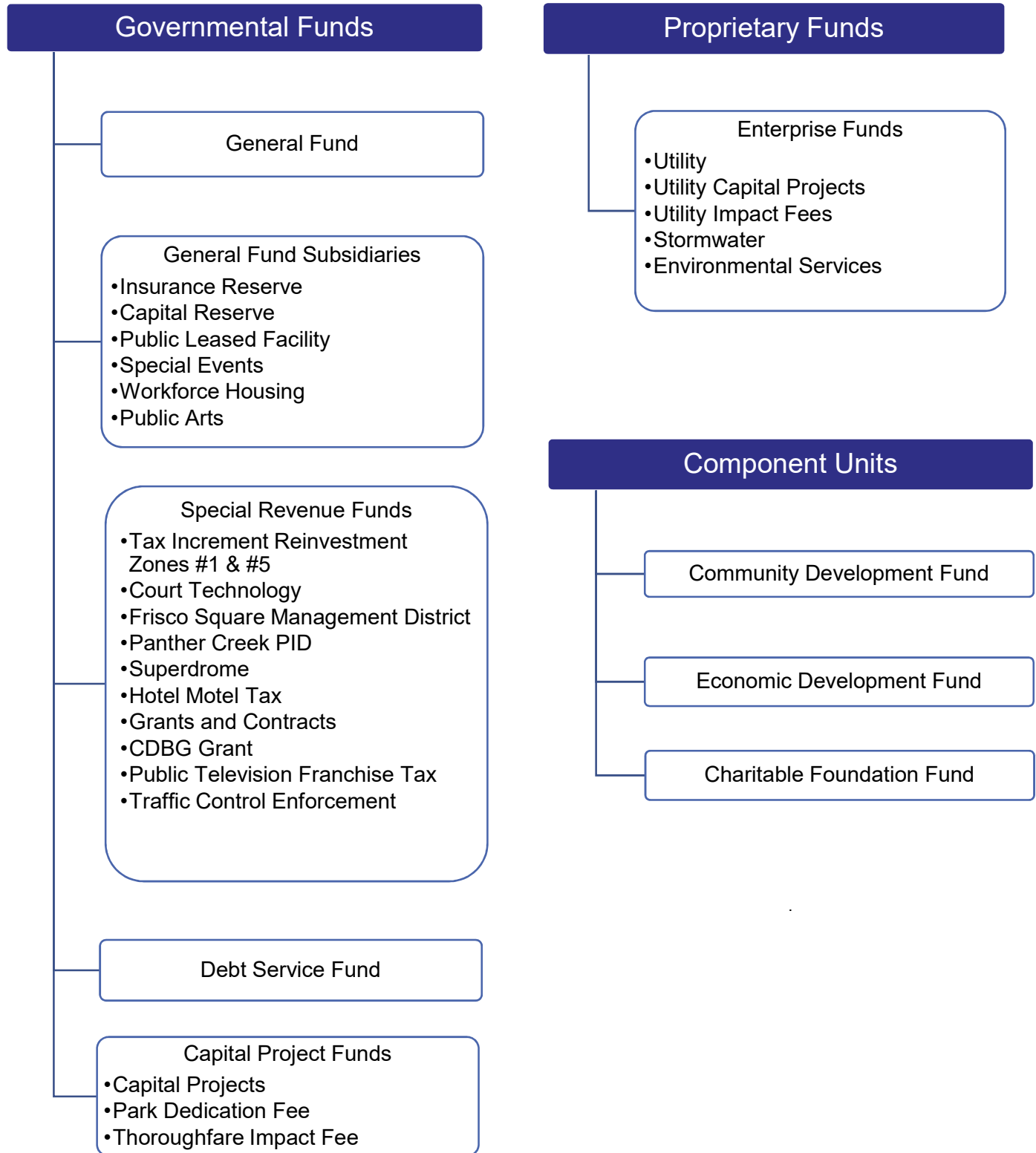
Fund Summaries provide an analysis of each separate fund including revenues, expenditures and fund balance. For comparative purposes, the immediately preceding fiscal years' audited figures are illustrated, as well as, current year original budget, revised current year budget and proposed budget for the next fiscal year.

## **DEPARTMENTAL SUMMARIES**

The pages following the "Fund Summaries" provide analysis of the various Departments, Divisions, and Subdivisions of the City. For comparative purposes, the immediately preceding fiscal years' audited figures are illustrated, as well as revised current year budget and proposed budget for the next fiscal year.

## FUND STRUCTURE

Accounts are organized into a group based on similar properties and each fund is considered to be a separate entity. All funds are subject to budget approval.





## **FUND ACCOUNTING**

The accounts of the City of Frisco are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are summarized as follows:

### **GOVERNMENTAL FUND TYPES:**

The City accounts and budgets for Governmental Funds, at the fund level, using the modified accrual basis of accounting. This means that revenue is recognized in the accounting period in which it becomes available and measurable, while expenditures are recognized in the accounting period in which they are incurred.

General Fund - The General Fund is the operating fund of the City. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. The General Fund records the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds. Activities operating in the General Fund include: City Council, General Government Administration, Finance, Fire, Police, Human Resources, Administrative Services, Information Technology, Library, Parks and Recreation, Public Works, Traffic Engineering and Development Services. Subsidiary funds include: a Special Events Fund, Workforce Housing Fund, Public Arts Fund, Public Leased Facility Fund, Insurance Reserve Fund, and Capital Reserve Fund.

Debt Service Fund - The Debt Service Fund is used to account for accumulation of financial resources for the payment of principal and interest, and related costs on general long-term liabilities paid from taxes levied by the City, contributions from leased facilities and the TIRZ Fund.

Capital Project Funds - The Capital Project Funds are used to account for the acquisition or construction of capital facilities being financed from General Obligation or Certificate of Obligation Bond proceeds, grants, or transfers from other funds, other than those recorded in Proprietary Funds. The City's Capital Project Funds consist of the following: Facilities, Parks and Recreation, Public Safety Improvements, Library, Roads.

Special Revenue Funds - The Tax Increment Reinvestment Zones (TIRZ#1 and TIRZ#5), Hotel/Motel Tax Fund, Frisco Square Management District Fund, Panther Creek Public Improvement District Fund, the Community Development Block Grant (CDBG) Fund, the Grants Fund, the Traffic Control Enforcement Fund, the Court Technology Fund, the Superdome Fund, and the Public Television Franchise Tax Fund are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

### **PROPRIETARY FUND TYPES:**

The City accounts and budgets for Proprietary Funds using the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liability is incurred.

Enterprise Funds - The Utility Fund, Environmental Services Fund, and the Stormwater Drainage Fund account for the operations of the water and sewer system, the collection and disposal of solid waste, and the development and maintenance of proper drainage services. These services for the general public are funded primarily on a user-charge fee basis.

## **FUND ACCOUNTING, CONTINUED**

### **COMPONENT UNITS:**

The City, although a legally separate entity, is considered to be financially accountable for three component units and accounts and budgets for them using the modified accrual basis of accounting.

Frisco Economic Development Corporation (FEDC) - The FEDC provides marketing and economic development services to the City. The City provides for custody and investment of assets, various administrative, personnel, and legal services for the FEDC. Funding is derived from a half cent sales tax.

Frisco Community Development Corporation (FCDC) - The FCDC addresses recreational, cultural arts, senior citizen, and other related community development needs of the City as well as some economic development activities. The City provides for custody and investment of assets and various administrative services for the FCDC. Funding is derived from a half cent sales tax and various lease revenues.

City of Frisco Charitable Foundation (CFCF) - The Foundation was established to address recreational, cultural arts, senior citizen, community safety education, and other related community development needs. Funding is derived from contributions.

The chart below shows the relationship among the various funds and their primary revenue sources.

	Primary Revenue Sources			
	Ad Valorem Tax	Sales and Use Tax	User Fees	Special Revenue
General Fund	x	x		
Debt Service Fund	x			
TIRZ Funds	x	x*	x	
Hotel/Motel Tax Fund		x		
FCDC		x	x	
FEDC		x		
Utility Fund			x	
Environmental Services Fund			x	
Stormwater Fund			x	
Capital Projects Funds				x
Grant Funds				x
Special Revenue Funds				x

\* TIRZ#5

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# GENERAL FUND



**CITY OF FRISCO  
GENERAL FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 52,016,809	\$ 49,129,605	\$ 62,135,109	\$ 50,976,343
Receipts:				
Revenues	149,196,285	153,639,365	156,967,725	169,977,113
Interfund Transfers	984,000	2,068,524	1,327,644	2,995,312
<b>Total Revenue</b>	<b>150,180,285</b>	<b>155,707,889</b>	<b>158,295,369</b>	<b>172,972,425</b>
<b>Funds Available</b>	<b>202,197,094</b>	<b>204,837,494</b>	<b>220,430,478</b>	<b>223,948,768</b>
Deductions:				
Expenditures	126,269,237	142,286,023	147,344,964	156,792,959
Capital Outlay	4,510,733	6,699,713	9,445,045	7,369,936
Section 380 Sales Tax Grant	3,469,941	3,882,830	6,182,830	6,116,512
Interfund Transfers-Capital Project	100,000	-	-	-
Interfund Transfers-Other Funds	4,516,530	1,417,496	5,654,696	1,735,728
Subtotal Deductions	138,866,441	154,286,062	168,627,535	172,015,135
Expenditures-Special one time	1,195,544	986,600	826,600	824,300
<b>Total Deductions</b>	<b>140,061,985</b>	<b>155,272,662</b>	<b>169,454,135</b>	<b>172,839,435</b>
<b>Fund Balance, Ending</b>	<b>62,135,109</b>	<b>49,564,832</b>	<b>50,976,343</b>	<b>51,109,333</b>
Contingent Appropriation	-	2,193,625	2,302,917	2,443,642
<b>Unassigned Fund Balance, Ending</b>	<b>\$ 62,135,109</b>	<b>\$ 47,371,207</b>	<b>\$ 48,673,426</b>	<b>\$ 48,665,691</b>

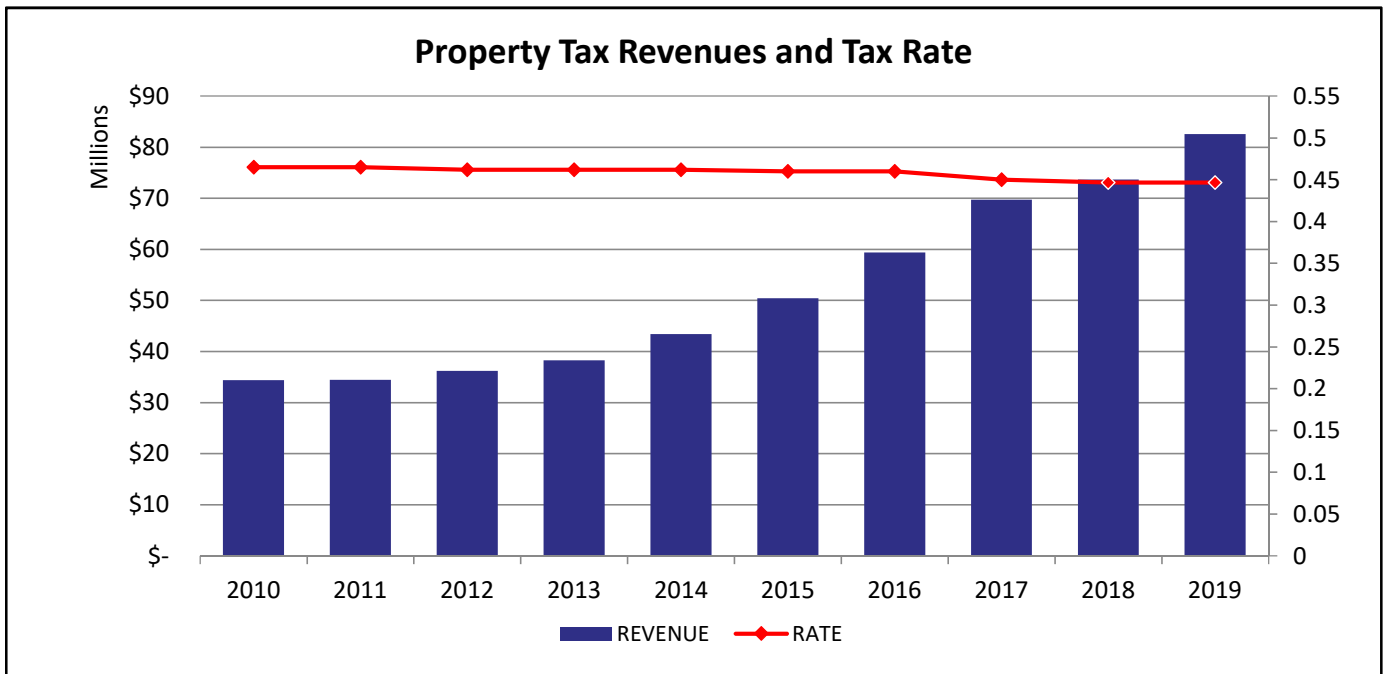
The City of Frisco policy is to maintain a fund balance of three (25%) months of operating expenditures as a reserve against an unanticipated decrease in revenue. The City Council also recognizes that many commitments have been made for future infrastructure projects. The City established the General Fund - Contingent Appropriation account item to set aside funds for unidentified future needs. The annual designation is 1.5% of operating expenditures or \$2,443,642 for FY19. The proposed Ending Fund Balance is 30.01% of operating expenditures and the Ending Fund Balance Less Contingent Appropriation is 28.58% of operating expenditures.

## GENERAL FUND REVENUE SUMMARY

The revenue summary section provides a description and underlying assumptions for the major revenue sources of the General Fund, including significant trends that affect revenue assumptions in the current fiscal year.

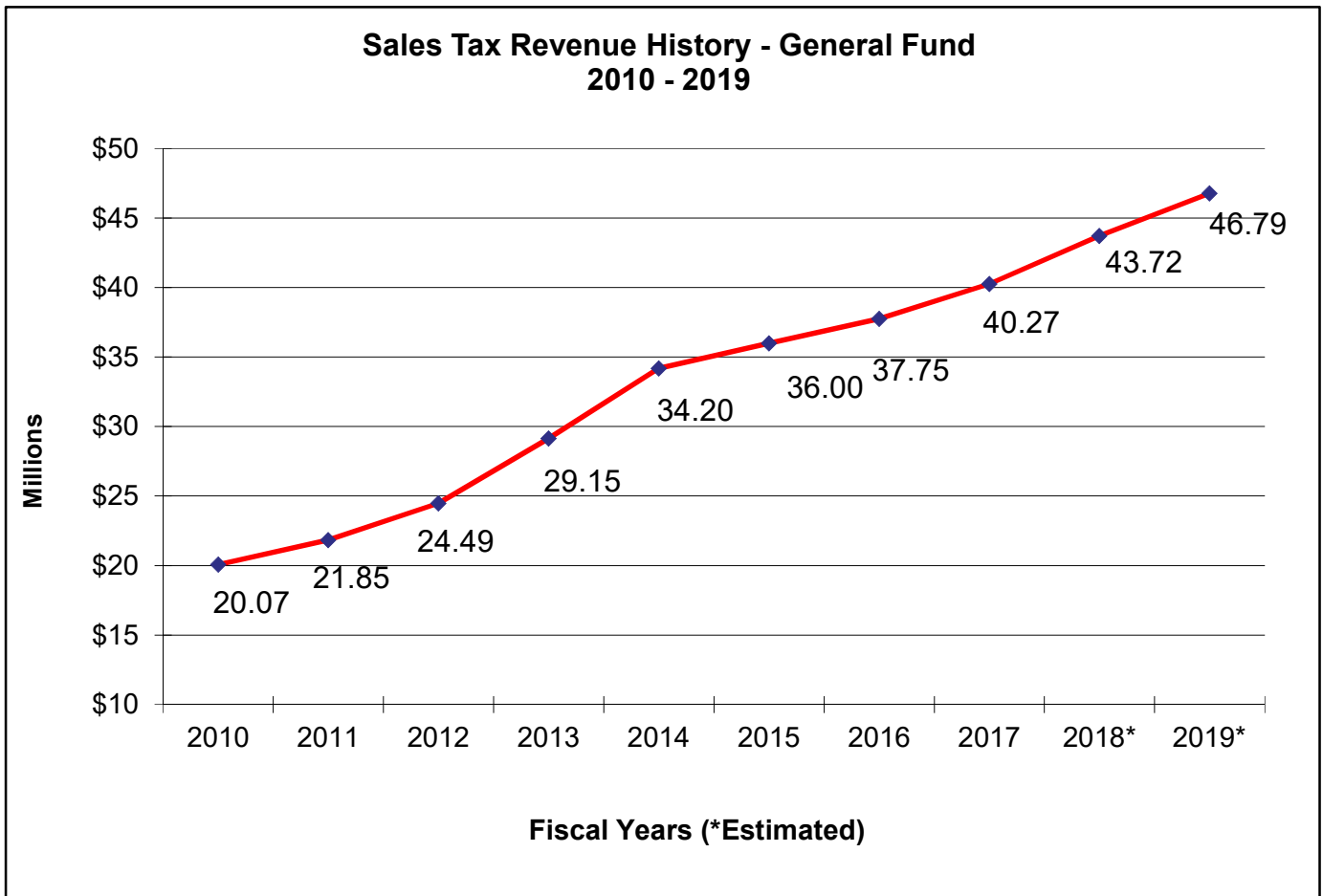
### **Tax Revenue:**

**Ad Valorem Taxes** - The City's largest revenue source, making up 47.7% of the General Fund budgeted revenues, or \$82.5 million for fiscal year 2018 - 2019. Ad valorem tax revenue is determined by two major factors: the total assessed value established by the Central Appraisal Districts (CAD) of Collin County and Denton County and the tax rate established by the Frisco City Council. The City's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and certain personal property located in the City. Appraised values are established by the CAD and certified by the Appraisal Review Board. The assessed values for FY 2018-2019 (FY19) have been certified at \$29,351,318,858. The collection rate is estimated at 100% and is based on the City's historically high collection rate. The tax rate is divided so that \$0.293367 funds the General Fund operations and the remaining \$0.153233 funds the Debt Service Fund.



**Sales Taxes** - Collected by retailers and remitted to the State Comptroller's Office for the sale of goods and services within the City of Frisco. The State returns 2% of the total sales tax collected. One cent is used for the General Fund and one cent is allocated 50/50 between the Frisco Community Development Corporation and the Frisco Economic Development Corporation. Sales tax collections make up approximately 27.0% of the total General Fund revenues. The sales tax revenue stream continues to increase as several new major retail establishments complete construction.

## GENERAL FUND REVENUE SUMMARY



**Franchise Fees** - The rental costs paid by utilities (electric, telephone, cable, and gas) that use the City's rights-of-way or other City property to provide utility services to residents and businesses within the City. Franchise fees are based on a percentage of utility gross receipts. Franchise fees are projected to be \$10.65 million for fiscal year 2018 - 2019, based on an increase in population and utility use.

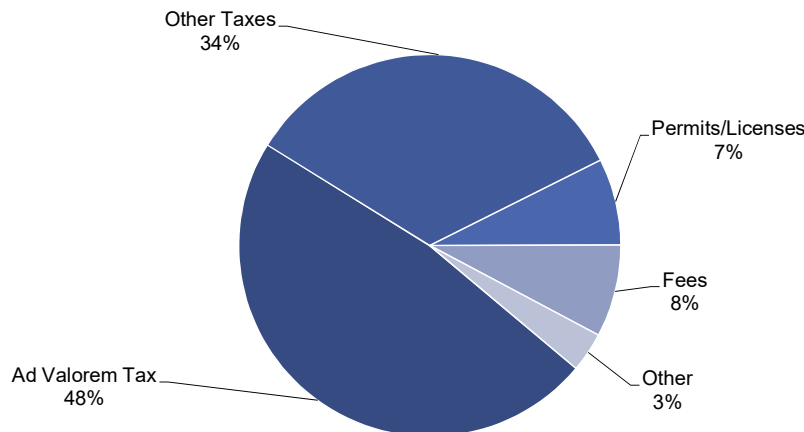
### **Permits / Licenses Revenue:**

**Permits and Licenses** - Represent approximately 7.3% of the total projected general fund revenues for fiscal year 2018 - 2019. These include; building, pool, health, and specific use permits and service fees collected by the Development Services Department. For FY 2019, we budgeted \$10.86 million in building permits as we continue as one of the fastest growing cities in America.

## GENERAL FUND SCHEDULE OF REVENUES

REVENUES	Actual FY15	Actual FY16	Actual FY17	Revised FY18	Proposed FY19
<b>Ad Valorem Tax</b>					
Current	47,067,475	55,558,671	64,451,221	70,273,537	80,849,680
Delinquent	975,570	1,115,483	1,452,418	1,000,000	1,025,000
Tax Penalty	480,866	573,023	813,466	550,000	563,750
Rollback	1,798,784	2,085,716	2,904,273	1,700,000	-
Tax Attorney Fees	69,233	56,363	83,719	100,000	100,000
<b>Ad Valorem Tax</b>	<b>50,391,928</b>	<b>59,389,257</b>	<b>69,705,097</b>	<b>73,623,537</b>	<b>82,538,430</b>
<b>Other Taxes</b>					
Sales	36,003,036	37,750,335	40,265,592	43,724,396	46,785,104
Beverage	829,667	843,535	849,168	978,600	1,027,530
Franchise - Electric	4,924,619	4,997,425	5,420,717	6,241,000	6,553,050
Franchise - Phone	585,274	595,828	592,793	630,422	661,943
Franchise - Cable	2,081,031	2,075,337	1,769,780	1,760,000	1,760,000
Franchise - Gas	1,331,812	1,107,798	1,321,708	1,595,000	1,674,750
<b>Other Taxes</b>	<b>45,755,439</b>	<b>47,370,258</b>	<b>50,219,758</b>	<b>54,929,418</b>	<b>58,462,377</b>
<b>Permits/Licenses</b>					
Building Permits	9,805,227	10,279,858	11,172,872	10,858,833	10,858,833
Pool Permits	201,215	213,295	203,166	223,030	234,182
Health Permits	249,514	308,644	392,145	385,000	404,250
Solicitor Licenses	19,059	10,596	12	-	-
Fire Permits	224,249	322,049	401,000	314,150	329,858
Alarm Permits	473,337	497,998	685,816	760,165	798,173
Misc. Permits	43,810	44,678	49,525	50,000	52,500
<b>Permits/Licenses</b>	<b>11,016,411</b>	<b>11,677,118</b>	<b>12,904,536</b>	<b>12,591,178</b>	<b>12,677,795</b>
<b>Fees</b>					
Ambulance	2,019,464	2,492,201	2,507,622	2,520,000	2,595,600
P&Z Fees	313,397	301,785	301,049	299,689	314,673
Fire	36,900	76,756	183,225	145,000	152,250
Intergovernmental - Dispatch/Amb.	1,461,079	3,395,184	2,401,473	2,063,250	2,166,413
Fines	1,967,148	1,894,501	1,817,676	1,900,000	1,995,000
Batting Cages	8,225	6,952	6,193	10,300	10,815
Library	51,419	62,193	58,695	82,400	86,520
Charges for Service	395,359	433,242	912,822	404,438	424,660
Heritage Museum	61,792	35,264	38,273	45,034	47,286
Frisco Athletic Center	3,582,627	3,651,924	3,745,818	3,800,000	3,800,000
Recreation Fees	1,615,393	1,712,802	1,792,796	1,677,213	1,761,074
Court Security	185,928	166,426	168,055	154,500	162,225
<b>Fees</b>	<b>11,698,731</b>	<b>14,229,230</b>	<b>13,933,697</b>	<b>13,101,824</b>	<b>13,516,515</b>
<b>Other</b>					
Interest	212,780	493,411	482,840	800,000	840,000
Miscellaneous	644,357	801,614	719,515	674,858	682,617
Tower Leases	1,054,191	1,161,240	1,204,041	1,148,435	1,159,919
Contributions	55,670	36,596	26,801	98,475	99,460
Transfers - Other Funds	834,200	983,271	984,000	1,327,644	2,995,312
<b>Other</b>	<b>2,801,198</b>	<b>3,476,132</b>	<b>3,417,197</b>	<b>4,049,412</b>	<b>5,777,308</b>
<b>Total</b>	<b>121,663,707</b>	<b>136,141,993</b>	<b>150,180,285</b>	<b>158,295,369</b>	<b>172,972,425</b>

**General Fund Revenue by Source  
Fiscal Year 2019**

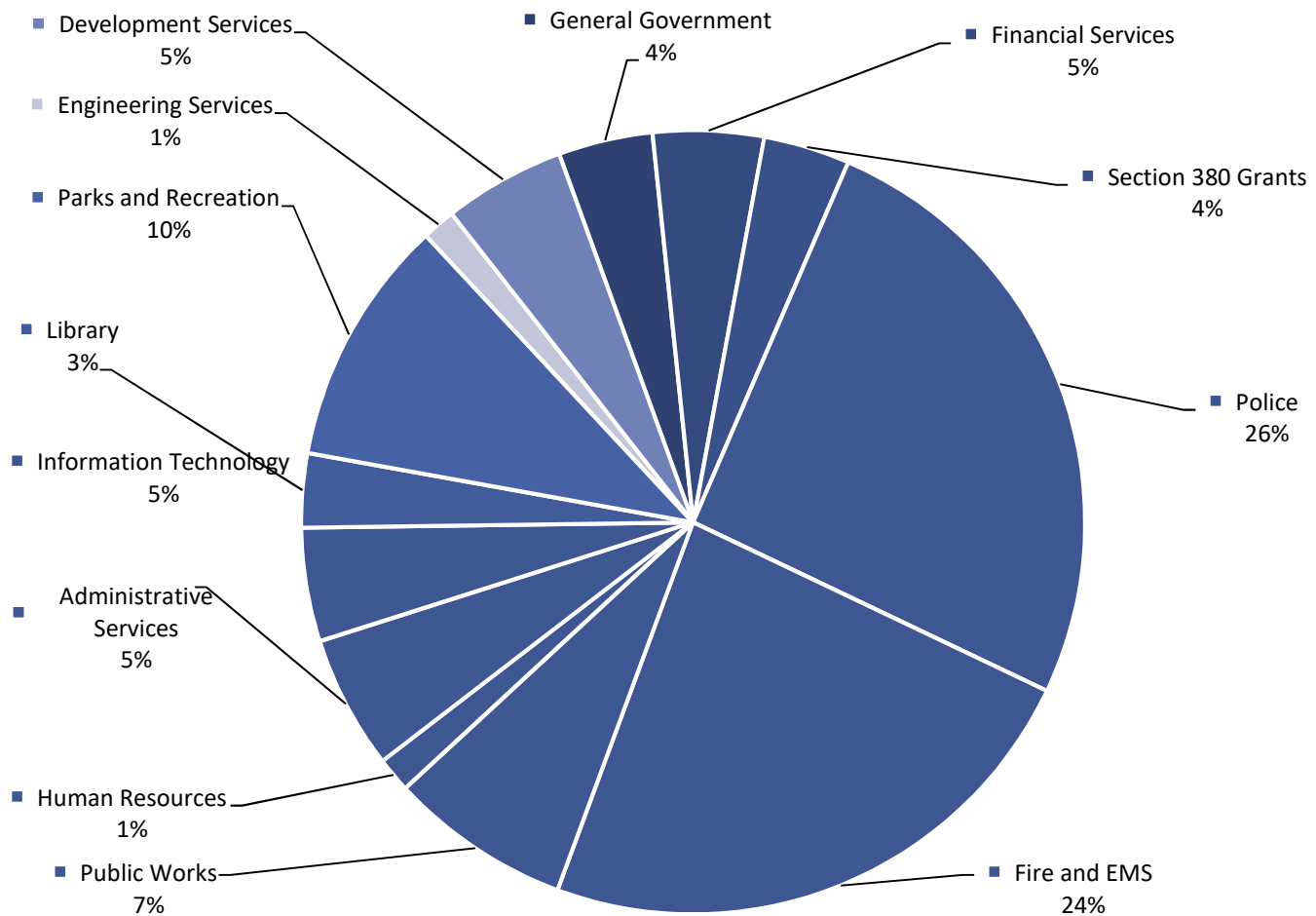




## GENERAL FUND SUMMARY EXPENDITURE REPORT BY DEPARTMENT

EXPENDITURES		Actual FY15	Actual FY16	Actual FY17	Revised FY18	Proposed FY19
10	General Government	5,580,290	5,530,722	6,461,925	6,848,677	6,689,579
20	Financial Services	5,230,030	5,938,753	6,332,462	7,326,405	7,843,505
20	Section 380 Grants	4,926,433	3,359,834	3,469,941	6,182,830	6,116,512
30	Police	25,824,842	30,068,497	34,745,518	40,004,242	43,943,517
35	Fire and EMS	26,910,687	30,942,499	34,390,338	38,352,308	40,429,917
40	Public Works	5,758,315	6,830,849	7,033,338	13,185,584	12,881,063
50	Human Resources	1,572,563	1,921,183	1,985,329	2,275,872	2,482,031
55	Administrative Services	6,492,134	6,995,926	7,701,707	10,917,661	9,468,705
60	Information Technology	2,676,843	3,587,803	3,519,091	6,415,044	8,033,452
65	Library	4,025,847	4,188,113	4,451,875	5,297,041	5,252,472
75	Parks and Recreation	11,295,863	14,602,708	14,876,129	16,957,609	17,541,792
80	Engineering Services	3,451,529	4,268,496	5,014,906	2,357,724	2,344,725
90	Development Services	6,255,982	7,102,886	6,562,896	7,672,442	8,622,687
	<b>Sub-Total</b>	110,001,358	125,338,270	136,545,455	163,793,439	171,649,957
99	Non Dept & Transfers Out	8,376,086	3,611,850	3,516,530	5,660,696	1,189,478
	<b>Total</b>	<b>118,377,444</b>	<b>128,950,119</b>	<b>140,061,984</b>	<b>169,454,135</b>	<b>172,839,435</b>

**General Fund Expenditures by Department as Percent of Total**



**CAPITAL, SUPPLEMENTAL AND PROGRAM EXPENDITURE  
FUNDED AND UNFUNDED REQUESTS  
FISCAL YEAR 2018 - 2019  
General Fund**

Division/Subdivision	Item Description	Continuation Capital	FTE Req.	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
Comm/Media Relations	Communications Specialist	-	1.00	55,952	-	5,158	61,110
Records Management	Integration of Trak-It and OnBase	-	-	-	-	10,700	10,700
Community Development	Grants Coordinator	-	1.00	55,952	10,000	6,016	71,968
Treasury	Treasury Manager	-	1.00	95,767	10,000	5,391	111,158
Municipal Court	Deputy Court Clerk	-	1.00	39,500	-	50	39,550
Municipal Court	Replace: Unit # 9155 2009 Chevrolet Tahoe (86,756)	69,197	-	-	-	-	69,197
PD Administration	Assistant Chief with vehicle	-	1.00	142,583	64,682	23,531	230,796
PD Administration	Crime Analyst	-	1.00	55,952	-	6,135	62,087
PD Personnel/Training	Training Sergeant	-	1.00	97,949	6,125	16,622	120,696
PD Community Services	Police Explorer Program	-	-	-	-	15,750	15,750
PD Community Services	TASERS	-	-	-	-	6,640	6,640
PD Detention	Detention Supervisor (1)	-	1.00	58,077	-	7,459	65,536
PD Detention	Detention Supervisor (2)	-	1.00	58,077	-	5,074	63,151
PD Detention	AeroClave Room Decontamination	-	-	-	18,000	-	18,000
PD Detention	TASERS	-	-	-	-	9,960	9,960
PD Records	Records Clerk (Alarm Permitting)	-	1.00	39,500	8,500	7,785	55,785
PD Records	Senior Records Clerk (IBR/UCR)	-	1.00	45,491	8,500	7,785	61,776
PD Records	Financial Tracking Software	-	-	-	-	7,500	7,500
PD Communications	Communications Officer (1)	-	1.00	48,054	-	3,050	51,104
PD Communications	Communications Officer (2)	-	1.00	48,054	-	3,050	51,104
PD Communications	Communications Officer (3)	-	1.00	48,054	-	3,050	51,104
PD Radio Operations	HigherGround Upgrade/IP Logger Radio Traffic	-	-	-	-	69,256	69,256
PD Radio Operations	Replace older Console Radios Backup System	160,500	-	-	-	-	160,500
PD Radio Operations	Public Safety Equipment Technician	-	1.00	75,950	13,375	11,109	100,434
PD Radio Operations	Radio System Microwave Refresh (Maintain Tower Link)	45,000	-	-	-	-	45,000
PD Radio Operations	Radio Management System	-	-	-	-	39,500	39,500
PD Animal Services	Replace Unit #: 97006 2007 F150 (65,391)	33,975	-	-	-	-	33,975
PD Patrol	Replace Unit #: 5221 2015 Tahoe (93,868)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5222 2015 Tahoe (77,766)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5223 2015 Tahoe (83,064)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5224 2015 Tahoe (86,206)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5225 2015 Tahoe (50,894)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5226 2015 Tahoe (99,915)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5227 2015 Tahoe (83,947)	76,397	-	-	-	-	76,397
PD Patrol	Replace Unit #: 5228 2015 Tahoe (92,895)	76,397	-	-	-	-	76,397
PD Traffic	Traffic/Special Events Lieutenant w/Tahoe	-	1.00	108,578	83,822	17,422	209,822
PD Traffic	Replace Unit #: 3203 2013 Tahoe (66,626)	77,697	-	-	-	-	77,697
PD SRO	TASERS	-	-	-	-	49,800	49,800
PD Investigations	Senior Records Clerk	-	1.00	45,491	7,250	5,185	57,926
PD Investigations	CID Detective	-	1.00	73,090	12,325	15,857	101,272
Fire Administration	Battalion Chief (Facilities/Special Events/Bond Program Management)	-	1.00	119,994	82,178	17,894	220,066
Fire Training/Education	Public Safety Training Center, Phase 1, SCBA Equipment	-	-	-	70,850	7,200	78,050
Fire Prevention	EOD K9 / Fire Investigator	-	1.00	95,462	16,874	29,424	141,760
Fire Prevention	Replace: Unit # U5 2011 Chevy 1500 (85,303)	60,018	-	-	-	-	60,018
Fire Prevention	Fire Inspector	-	1.00	59,219	35,210	13,709	108,138
Fire Prevention	Vehicle for reclassified Deputy Fire Marshall	-	-	-	74,061	-	74,061
Fire Operations	Safer Grant Program Cost Sharing (City Match)	-	9.00	167,627	-	84,780	252,407
Fire Operations	Upgrade 3 Firefighter/Paramedics to Fire Captains (Station #9)	-	-	91,197	-	11,250	102,447
Fire Operations	Card Reader Access - Station #4 and #5	-	-	-	58,000	-	58,000
Fire Operations	Replace: Unit # S1 2009 Tahoe (90,200)	60,018	-	-	-	-	60,018
Fire Operations	Generator - Fire Station #4	100,000	-	-	-	6,800	106,800
Fire Operations	Radio Maintenance and Replacement Program	60,000	-	-	-	-	60,000
Fire Operations	Task Chairs at Central Fire Station Training Room	-	-	-	-	39,865	39,865
PW Streets	Public Works Maintenance Engineer	-	1.00	83,536	7,237	7,098	97,871
PW Streets	New Half-ton Pickup for Construction Inspector	-	-	-	31,328	-	31,328
PW Streets	Replace: Unit # 41087 2004 Sterling 12 yd Dump Truck (81,271)	114,750	-	-	-	-	114,750
PW Streets	Replace: Unit # 41091 2004 Ford 6 yd Dump Truck (78,458)	103,750	-	-	-	-	103,750
PW Streets	Replace: Unit # 41143 2008 Husqvarna Concrete Saw (1,209 hrs)	35,000	-	-	-	-	35,000
PW Streets	Replace: Unit # 41138 2007 Ford F-150 for Street Supervisor (91,000)	31,425	-	-	-	-	31,425
PW Streets	Replace: Unit # 41137 2003 Wanco Arrow Board	10,000	-	-	-	-	10,000
PW Streets	Replace: Unit # 41096 2000 Belshe Haul Trailer	18,000	-	-	-	-	18,000
PW Streets	Replace: Unit # 41033 2000 Flink Sander	15,000	-	-	-	-	15,000
PW Streets	Replace: Unit # 41124 2006 Flink Sander	15,000	-	-	-	-	15,000
PW Streets	Replace: Unit # 41146 2008 Ford F-350 XL Superduty (73,107)	77,400	-	-	-	-	77,400
PW Streets	Replace: Unit # 41057 1998 Rite Lite Portable Light Tower (1,655 hrs)	15,000	-	-	-	-	15,000
PW Streets	Contract for Joint Seal Replacement (Partial Funding for FY19)	-	-	-	-	750,000	750,000
PW Operations	Replace: Unit # 48504 2005 32 ft Gooseneck Light Pole Trailer	6,300	-	-	-	-	6,300
PW Operations	Replace: Unit # 48526 - 2007 American Signal Message Board	13,458	-	-	-	-	13,458
PW Operations	Replace 2006 Summa Sign Printer	28,300	-	-	-	-	28,300

**CAPITAL, SUPPLEMENTAL AND PROGRAM EXPENDITURE  
FUNDED AND UNFUNDED REQUESTS  
FISCAL YEAR 2018 - 2019  
General Fund**

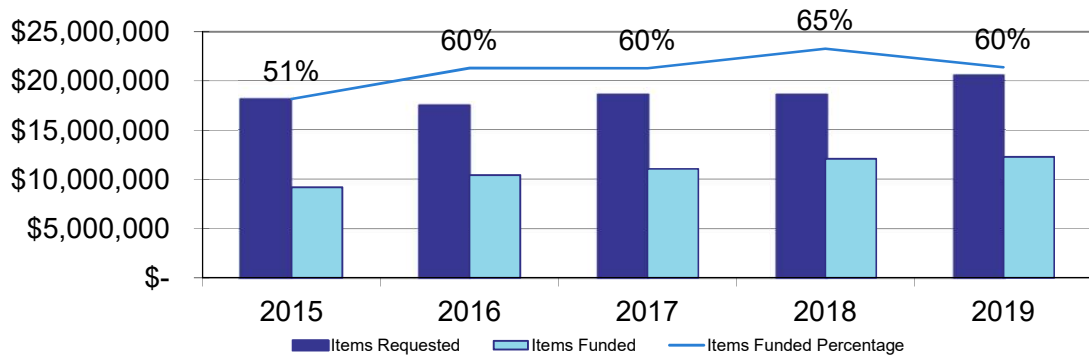
Division/Subdivision	Item Description	Continuation Capital	FTE Req.	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
PW Operations	Replace: Unit # 48511 - 2008 Ford F-350 XL Superduty (71,728)	65,723	-	-	-	-	65,723
PW Operations	Replace: Unit # 48525 - 2007 American Signal Message Board	13,458	-	-	-	-	13,458
PW Signal/Street Lighting	Senior Signal Technician	-	1.00	50,810	-	14,659	65,469
PW Signal/Street Lighting	Replace: Unit # 48003 2008 Ford F-550 XL Bucket Truck (104,813)	134,428	-	-	-	-	134,428
Human Resources	Cornerstone LMS Content	-	-	-	-	21,500	21,500
Human Resources	New Hire Assessments	-	-	-	-	29,860	29,860
AS Purchasing	e-Procurement Solution	-	-	-	-	26,600	26,600
AS Purchasing	Senior Buyer / P-card Administrator	-	1.00	60,390	-	10,001	70,391
AS Building Services	Facilities Technician #1 w/ Pick Up	-	1.00	42,349	33,203	9,834	85,386
AS Building Services	Custodian #1	-	1.00	32,429	-	970	33,399
AS Building Services	Facilities Technician #2 w/ Pick Up	-	1.00	42,349	33,203	9,834	85,386
AS Building Services	Custodian #2	-	1.00	32,429	-	970	33,399
AS Building Services	Replace: Unit # 55008 2000 Chevy 1500 (65,145)	33,203	-	-	-	-	33,203
AS Building Services	New 1/2 Ton Pick Up for Existing Facilities Technician	-	-	-	30,403	-	30,403
AS Building Services	Replace: (2) Carrier Aquasnap Chillers	90,000	-	-	-	-	90,000
AS Building Services	Replace: Unit # 55005 2006 Ford F150 XL (50,812)	30,403	-	-	-	-	30,403
AS Building Services	Replace: Unit # 55004 2006 Toyota Prius (41,148)	27,600	-	-	-	-	27,600
AS Fleet Services	Replace: Unit # 56006 2004 Toyota Prius Pool Vehicle (85,514)	27,850	-	-	-	-	27,850
AS Fleet Services	Replace: Unit 56013 2005 Chevy Astro Van (46,163)	34,585	-	-	-	-	34,585
IT MIS	Server Replacement	130,000	-	-	-	-	130,000
IT MIS	CCOM Hardware Upgrade	150,000	-	-	-	-	150,000
IT MIS	Disaster Recovery Consulting and Implementation	-	-	-	1,900,000	-	1,900,000
IT MIS	Cisco Phone Handset Analysis	50,000	-	-	-	-	50,000
Library Administration	Library Materials Funding	628,090	-	-	-	-	628,090
Library Administration	Library Materials Funding	99,016	-	-	-	-	99,016
Library Youth Services	Library Assistant (PT)	-	0.50	16,661	-	120	16,781
Library Youth Services	TSLAC Interns (2 PT)	-	1.00	-	-	-	-
Library Circ. Services	Circulation Supervisors (2)	-	2.00	116,155	-	3,464	119,619
Library Tech. Services	Library Catalog and Website Software Package	-	-	-	-	122,500	122,500
Parks Administration	Replace: Unit #75186 2008 Ford F-150 (91,464)	30,975	-	-	-	-	30,975
Parks Senior Center	Replace: Unit # 71100 2007 15 Passenger ADA Bus (77,523)	60,278	-	-	-	-	60,278
Parks Senior Center	Replace: (3) Precor Treadmills	19,492	-	-	-	-	19,492
Parks Senior Center	Replace: Elliptical Machine	5,145	-	-	-	-	5,145
Parks Senior Center	Recreation Aide (PT)	-	0.50	8,873	-	265	9,138
Parks FAC	FAC - Replacement Equipment	422,000	-	-	-	-	422,000
Parks Athletics	Recreation Facilities Monitor	-	0.50	14,719	-	60	14,779
Parks Athletics	Recreation Facilities Monitor	-	0.50	14,719	-	60	14,779
Parks Median Maint.	Laptop Computers for Crew Leaders	-	-	-	-	44,850	44,850
Parks Median Maint.	Replace: Unit # 75136 1997 Trailer - Gooseneck	8,000	-	-	-	-	8,000
Parks Median Maint.	Replace: Unit # 75135 1998 Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75161 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75162 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75138 1998 Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75159 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75163 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75140 2000 Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 77063 2002 Mongoose Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75087 2004 Ford F-150 (86,934)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 77064 2002 Mongoose Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75197 2002 Parker Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75166 2007 Ford F-150 (104,992)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 75183 2008 Ford F-150 (114,739)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 75146 1998 Trailer - Gooseneck	8,000	-	-	-	-	8,000
Parks Median Maint.	Replace: Unit # 75128 2006 Ford F-150 (91,287)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 75150 2004 Brackeen Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Replace: Unit # 75151 2004 Brackeen Trailer	4,500	-	-	-	-	4,500
Parks Median Maint.	Ballfield Paint Sprayer	-	-	-	14,500	-	14,500
Parks Median Maint.	Wide Area Mower (Snake)	-	-	-	35,000	-	35,000
Parks Median Maint.	Replace: Unit # 77057 2002 Ford F350 (79,062)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 75168 2005 Ford F350 (104,362)	31,475	-	-	-	-	31,475
Parks Median Maint.	Replace: Unit # 75118 2006 Toro with Wide Area Mower T360 100"	40,000	-	-	-	-	40,000
Parks Median Maint.	Replace Lightning Prediction System	43,200	-	-	-	-	43,200
Parks Median Maint.	Contract Median Maintenance	-	-	-	-	170,000	170,000
Parks Median Maint.	Replace: Unit # 75085 2004 Ford F150 (78,135)	32,375	-	-	-	-	32,375
Parks Median Maint.	Replace: Unit # 75093 2006 Smithco with Ballfield Machine	22,500	-	-	-	-	22,500
Parks Heritage Center	Arts & Culture Educator	-	1.00	52,763	5,947	6,256	64,966
ES Signal Control	Upgrade 2 Traffic Signal Communication Towers	121,500	-	-	-	-	121,500
ES Transportation	Traffic Technician	-	1.00	50,810	-	8,023	58,833
ES Transportation	Replace: Unit # 89012 2003 Chevy 1500 (74,091)	30,400	-	-	-	-	30,400

**CAPITAL, SUPPLEMENTAL AND PROGRAM EXPENDITURE  
FUNDED AND UNFUNDED REQUESTS  
FISCAL YEAR 2018 - 2019  
General Fund**

Division/Subdivision	Item Description	Continuation Capital	FTE Req.	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
DS Planning	Electronic Plan Review	-	-	-	80,000	400,000	480,000
DS Planning	Potential Downtown Masterplan Study	-	-	-	-	300,000	300,000
DS Building Inspections	Replace: Unit # 96019 2001 Chevy 1500 (51,100)	28,075	-	-	-	-	28,075
DS Building Inspections	Replace: Unit # 96032 2005 Ford F-150 (78,084)	28,075	-	-	-	-	28,075
DS Building Inspections	Replace: Unit # 96034 2006 Ford F-150 (62,896)	28,075	-	-	-	-	28,075
DS Building Inspections	Replace: Unit # 96041 2007 Ford F-150 (84,379)	28,075	-	-	-	-	28,075
DS Building Inspections	Replace: Unit # 96042 2007 Ford F-150 (85,387)	28,075	-	-	-	-	28,075
DS Code Enforcement	Code Enforcement Officer w/ Pick-up	-	1.00	48,054	31,503	9,647	89,204
DS Code Enforcement	Replace: Unit # 98003 2006 Ford F-150 (81,540)	27,725	-	-	-	-	27,725
DS Code Enforcement	Replace: Unit #98004 2006 Ford F-150 (82,720)	27,725	-	-	-	-	27,725

**Total of Items Funded:** 4,587,860 45.00 2,392,616 2,782,076 2,516,328 12,278,880  
**Total Supplemental Items Funded:** 7,691,020  
**Total Continuation Capital and Supplemental Items Funded:** 12,278,880

**Five Year Comparison of Capital & Supplemental Program**



**Items Below This Line Are Not Funded**

Division/Subdivision	Item Description	Continuation Capital	FTE Req.	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
City Manager's Office	CMO Intern - Masters (PT)	-	0.50	15,773	-	1,600	17,373
PD Administration	Deputy Chief w/Vehicle Patrol	-	1.00	165,866	64,682	19,459	250,007
PD Administration	Training Officer	-	1.00	97,453	6,125	15,232	118,810
PD Detention	Detention Officer (1)	-	1.00	60,654	-	3,022	63,676
PD Detention	Detention Officer (2)	-	1.00	60,654	-	3,022	63,676
PD Animal Services	Senior Animal Services Officer w/truck	-	1.00	74,602	67,825	10,717	153,144
PD Animal Services	Animal Services Officer	-	1.00	64,072	6,125	10,339	80,536
PD Patrol	Deployment Officer (1) w/Tahoe	-	1.00	73,090	82,522	13,422	169,034
PD Patrol	Deployment Officer (2)	-	1.00	73,090	6,125	13,422	92,637
PD Patrol	Deployment Officer (3) w/Tahoe	-	1.00	97,453	82,522	13,422	193,397
PD Patrol	Deployment Sergeant	-	1.00	130,598	12,309	17,350	160,257
PD Traffic	1 Ton Truck (Traffic)	-	-	-	56,825	-	56,825
PD Evid/Property	M-Vac System	-	-	-	35,352	-	35,352
PD Investigations	Surveillance Van Equipment Upgrade (SIU)	35,000	-	-	-	-	35,000
PD Investigations	CID Cubicles (9 Workstations, including Phones)	-	-	-	57,456	-	57,456
Fire Administration	Records Clerk (Alarm Permitting)	-	1.00	52,666	6,763	3,650	63,079
Fire Training/Education	Administrative Secretary	-	1.00	52,666	-	3,610	56,276
Fire Prevention	Deputy Fire Marshal	-	1.00	159,992	74,061	18,144	252,197
Fire Operations	2019 Ford Transit Van HR XL	-	-	-	56,018	-	56,018
Fire Operations	Repainting at Fire Stations	-	-	-	-	15,000	15,000
Fire Operations	Public Safety Equipment Technician	-	1.00	71,699	-	7,370	79,069
Fire EMS	Pulse Point Smart Phone Application	-	-	-	-	23,500	23,500
PW Streets	Contract for Joint Seal Replacement	-	-	-	-	1,260,400	1,260,400
PW Streets	Construction Inspector with Half-ton Pickup	-	1.00	70,350	38,565	6,619	115,534
PW Streets	Replace: Unit # 41055 1996 Case Loader (3,807 hrs)	142,000	-	-	-	-	142,000
PW Streets	Replace: Unit # 41005 1997 Cat Motor Grader (6,587 hrs)	365,000	-	-	-	-	365,000
PW Signal/Street Lighting	Pave Traffic Signal Pole Yard (Parking Area)	-	-	-	150,000	-	150,000
Human Resources	Benefits Administration System	-	-	-	-	91,000	91,000
Human Resources	Talent Acquisition Coordinator	-	1.00	70,350	-	3,600	73,950
Administrative Services	Assistant Director of Administrative Services	-	1.00	129,293	-	7,161	136,454

**CAPITAL, SUPPLEMENTAL AND PROGRAM EXPENDITURE  
FUNDED AND UNFUNDED REQUESTS  
FISCAL YEAR 2018 - 2019  
General Fund**

*Items Below This Line Are Not Funded, continued*

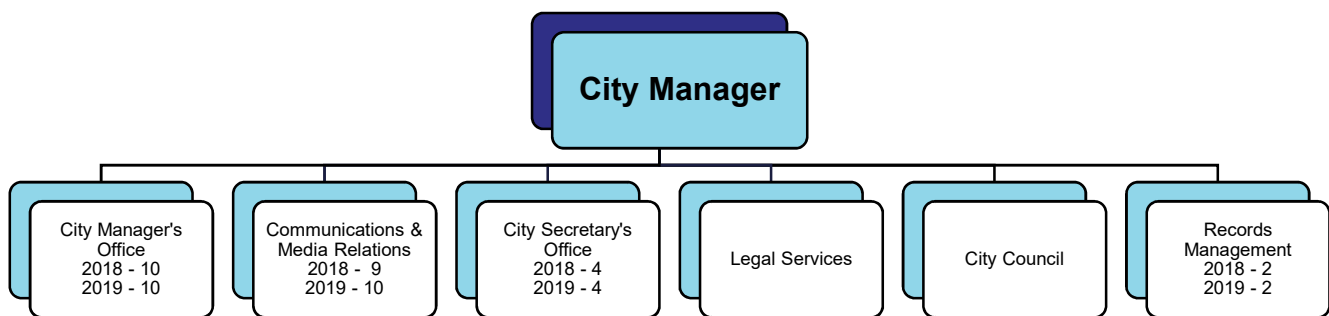
Division/Subdivision	Item Description	Continuation Capital	FTE	Supplemental Capital Items			Item Total
			Req.	Personnel	Capital	Operations	
AS Building Services	New Forklift	-	-	-	24,000	-	24,000
AS Building Services	Trailer Mounted Diesel Generator	-	-	-	15,242	-	15,242
AS Building Services	Facilities Maintenance Worker #1 w/ Pick Up	-	1.00	50,898	33,203	9,834	93,935
AS Building Services	Facilities Maintenance Worker #2 w/ Pick Up	-	1.00	50,898	33,203	9,834	93,935
AS Building Services	Facilities Maintenance Supervisor w/ Pick Up	-	1.00	80,520	33,203	9,734	123,457
AS Building Services	New 1/2 Ton Pick Up for Existing Facilities Technician	-	-	-	30,403	-	30,403
AS Building Services	Facilities Bucket Truck	-	-	-	123,878	-	123,878
IT Project Management	Technical Writer	-	1.00	96,402	6,184	6,847	109,433
IT IS	Data Analyst	-	1.00	109,082	6,184	7,474	122,740
IT IS	ASA III	-	1.00	100,426	6,184	7,474	114,084
IT MIS	Microsoft Brainstorm Citywide Training	-	-	-	-	50,000	50,000
IT MIS	Cisco Phone Handset Replacement	75,000	-	-	-	-	75,000
IT MIS	JAMF	-	-	-	-	50,000	50,000
IT MIS	Netwrix	-	-	-	-	54,000	54,000
IT MIS	Core Network Upgrade	230,000	-	-	-	-	230,000
IT GIS	GIS Analyst	-	1.00	80,519	-	6,947	87,466
Library Administration	Library Materials Funding	100,000	-	-	-	-	100,000
Library Adult Services	Intern (College)	-	0.50	13,794	-	120	13,914
Parks Senior Center	Reservation Coordinator	-	1.00	66,492	-	8,259	74,751
Parks FAC	FAC - Replacement Equipment	200,000	-	-	-	-	200,000
Parks Athletics	Recreation Facilities Monitor	-	0.50	19,625	-	60	19,685
Parks Median Maint.	Replace: Unit # 75113 2006 Smithco with Ballfield Machine	22,500	-	-	-	-	22,500
Parks Median Maint.	Replace: Unit # 75164 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75165 2007 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75189 2010 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75194 2011 Kubota Z-Turn Mower	12,000	-	-	-	-	12,000
Parks Median Maint.	Replace: Unit # 75124 2006 Ford F-150 (57,587)	38,650	-	-	-	-	38,650
Parks Median Maint.	Replace: Unit # 75126 2006 Ford F-150 (71,125)	31,475	-	-	-	-	31,475
Parks Recreation	Replace: Unit # 76081 2004 Toyota Prius (46,512)	27,378	-	-	-	-	27,378
Parks CIP/Planning	3/4 Ton Pickup Truck	-	-	-	37,725	428	38,153
Parks CIP/Planning	Parks Construction Inspector	-	1.00	70,350	-	5,929	76,279
Parks Heritage Museum	Collection Management Coordinator	-	1.00	74,602	-	7,147	81,749
Parks Heritage Museum	Storage Consultant	-	-	-	-	15,000	15,000
ES Signal Control	Traffic Signal Detection Equipment (Phase 1)	-	-	-	500,000	-	500,000
DS Building Inspections	Permit Services Manager	-	1.00	98,389	-	5,340	103,729
Non-Departmental	Financial Software Replacement Reserve Funding	-	-	-	-	1,000,000	1,000,000

<b>Total of Items Not Funded:</b>	1,315,003	29.50	2,432,318	1,652,684	2,815,488	8,215,493
<b>Total of All Items Considered:</b>	5,902,863	74.50	4,824,934	4,434,760	5,331,816	20,494,373
<b>Total of All Capital and Supplemental Items:</b>	20,494,373					

# GENERAL GOVERNMENT DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Continually seeks to improve the quality of life for the residents of the City and administer all municipal business of the City through the execution of City Council decisions. Communications and Media Relations, as well as the City Secretary's Office, empowers the public by providing information to improve the quality of life, promote civic pride, and project transparency. Records Management empowers the City's residents with "readily available information" and provides efficient, economical and effective controls over the creation, distribution, organization, integrity, maintenance, management, and disposition of records. Legal Services Division provides timely and quality legal services to the City.



## EXPENDITURE SUMMARY

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
City Manager's Office	\$ 2,029,689	\$ 2,345,708	\$ 2,479,150	5.69%
Communications & Media Relations	1,060,001	1,296,163	1,340,725	3.44%
City Secretary's Office	597,854	537,579	535,911	-0.31%
Legal Services	2,320,641	2,069,000	1,845,000	-10.83%
City Council	191,284	180,107	182,476	1.32%
Records Management	262,454	420,120	306,317	-27.09%
<b>Totals</b>	<b>\$ 6,461,925</b>	<b>\$ 6,848,677</b>	<b>\$ 6,689,579</b>	<b>-2.32%</b>

# GENERAL GOVERNMENT

## City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Long-term Financial Health

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>11010000 - City Manager's Office</b>						
📁	Plan for long-term financial security	Maintain City budget and finances	Per capita sales tax 1%	\$238	\$243	\$245
			1 year debt requirement per capita	\$359	\$359	\$360

### Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>11012000 - City Secretary's Office</b>						
✓	Provide transparency in government	Respond to public information requests according to the statutes laid forth in the Texas Public Information Act	Number of requests	1,399	1,425	1,500
			Associated Revenue	\$8,358	\$8,400	\$8,500
📁			Percentage responded to according to the State of Texas timeline	100%	100%	100%
✓	Provide customer service	Issuing and tracking City alcohol permits	Number of permits issued	405	500	600
			Associated Revenue	\$49,155	\$54,000	\$58,500

# GENERAL GOVERNMENT

## City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>11017000 - Records Management</b>						
📁	Maintain systems, technologies, and methodologies for consistent communication of goals, objectives, programs and activities	Staff training to improve efficiency and risk mitigation in records management	Conduct records management training sessions	20	25	35
		Tracking of records for processing, offsite storage, retrieval/return, and final destruction	Total number of items tracked	2,411	2,500	2,700
		Implement technology and processes to improve efficiency and comply with state regulations and Records Management best practices	Update technology, policy and processes to improve response to records requests and ensure proper retention of records	70%	85%	95%

### Strategic Focus Area: Civic Involvement

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
11011000 - Communications & Media Relations						
✓	Design programs that encourage community partnerships	Expand available services using volunteers (calendar year)	Active volunteers	815	625	850
			Volunteer hours served	21,799	11,127	22,000
			Value of volunteer hours	\$548,244	\$274,169	\$567,180
	Engage with outside organizations who produce private special events and coordinate city services to ensure optimal results for the events	Number of events	131	151	170	
	Increase participation in digital Newsletter, Focal Point	Increase subscriber base by 5% annually	34,000	43,651	35,700	
		Increase opens by 5% annually	36.40%	25.23%	38.22%	
		Increase clicks by 2% annually	2.87%	2.25%	2.92%	



## GENERAL GOVERNMENT

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Civic Involvement, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
11011000 - Communications & Media Relations						
✓	Increase performance of City's primary website, www.friscotexas.gov		Number of visits - increase by 10% annually	1.4 M	1 M	1.5 M
			Number of page views - increase by 10% annually	3.3 M	2.4 M	3.5 M
			Unique page views - increase by 10% annually	2.6 M	1.9 M	2.7 M
			Mobile traffic - increase by 5% annually	44%	51.00%	53.00%
	Use social media to engage, educate, and inform community about city programs, services, special events, engagement opportunities and emergencies.	Increase engagement by 5% annually	Twitter followers	53,994	59,326	66,000
			Facebook likes	15,444	17,659	19,000
			YouTube subscribers	603	853	1,000
11012000 - City Secretary's Office						
📁	Explore ways to improve voter turnout in City Elections	Offer adequate polling locations for the public's convenience	Percentage of residents voting	15.9%	7.5%	9%
			Total registered voters	89,369	95,269	98,000

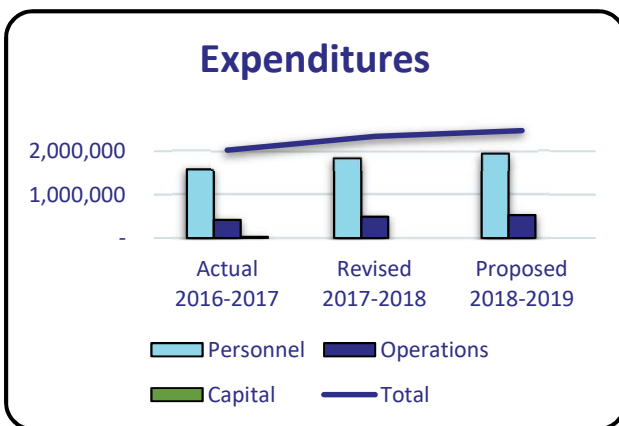
**Core Services**

The City of Frisco Charter provides for the appointment of the City Manager who "shall serve as the Chief Administrative Officer of the City." The City Manager strives to continually improve quality and efficiency of services provided, plan for the continued growth and expansion of the City, insure that service is provided equally to all areas of the City and provide effective support for the City Council.

In that role, the City Manager's Office takes an active role in the evaluation of annual budget alternatives, coordinates inter-departmental activities to insure effective and efficient work practices, implements policies and ordinances in a timely, fair and consistent manner and supports quality commercial and residential development.

**Key Points Affecting Service, Performance, and Proposed Budget**

- The City Manager's Office takes a major role in the management and funding of the capital program, providing for planned growth, and providing the support for the resolution of complex citizen issues.



**Expenditures - 11010000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,582,233</b>	<b>1,852,424</b>	<b>1,951,715</b>
<b>Operations</b>	<b>421,091</b>	<b>493,284</b>	<b>527,435</b>
<b>Capital</b>	<b>26,365</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>2,029,689</b>	<b>2,345,708</b>	<b>2,479,150</b>

**Major Budget Items**

- Operations include appropriations for contractual services which include funding for the annual lobbyist contract and management study contracts.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>City Manager</b>	<b>213</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Deputy City Manager</b>	<b>212</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Assistant City Manager</b>	<b>211</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Manager Intergovernmental Relations &amp; Project Mgmt.</b>	<b>156</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Special Assistant to the City Manager</b>	<b>153</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Facilities Project Manager</b>	<b>153</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Administrative Supervisor</b>	<b>133</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Senior Administrative Assistant</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Administrative Assistant</b>	<b>124</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total</b>		<b>10</b>	<b>10</b>	<b>10</b>

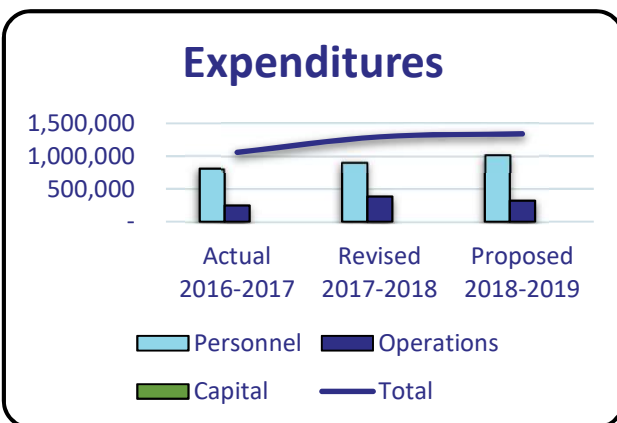
### Core Services

The Communications and Media Relations Division is responsible for educating, marketing, promoting and informing the public and greater North Texas about City of Frisco programs, services, special projects and events. Our goal is to make it easy for our residents to be informed, involved and knowledgeable about the up-to-date work of our City government.

Our communication tools include the City's bi-monthly resident newsletter, Focal Point; press releases, which are posted online and distributed to print and broadcast news organizations, as well as, a number of freelance journalists; an E-news service, which is subscriber based; social media, including Twitter, Facebook, & YouTube; a cable TV, government access channel; as well as videos on demand, 24/7 streaming of the cable channel and live streaming of City Council and Planning & Zoning meetings.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ The Division is responsible for the content management of the City of Frisco's primary website, [www.friscotexas.gov](http://www.friscotexas.gov), as well as the content management of [friscofun.org](http://friscofun.org), [friscofiresafetytown.com](http://friscofiresafetytown.com), and [friscofreedomfest.org](http://friscofreedomfest.org).
- ➔ The Division responds to daily media inquiries which can involve providing and/or facilitating interviews, as well as, assisting with the sharing of records, documents, photographs or video related to City programs and services.
- ➔ The Division manages the Municipal Volunteer Program (MVP), which supports City sponsored events. Volunteers are also used to supplement various staffing needs. Recruiting, screening, onsite management, tracking of service hours and the volunteer appreciation reception, are components of the program.
- ➔ The Division provides video production, in the form of public service announcements, as well as, marketing, training and educational videos. Staff also provides audio/video production of City Council, Planning and Zoning, and Town Hall meetings necessary to satisfy broadcast and archive needs. The Audio/Visual (AV) staff also coordinates the rebroadcast of Collin and Denton County commissioner meetings on Frisco's cable channel and website.



### Expenditures - 11011000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>811,865</b>	<b>908,983</b>	<b>1,019,019</b>
<b>Operations</b>	<b>248,136</b>	<b>387,180</b>	<b>321,706</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>1,060,001</b>	<b>1,296,163</b>	<b>1,340,725</b>

### Major Budget Items

- ➔ Personnel appropriations include the addition of a Communications Specialist to assist the Director in publishing city-wide publications, maintaining media relations and governmental relations.

**GENERAL GOVERNMENT****Communications and Media Relations****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Director of Communications and Media Relations	205	1	1	1
Sponsorship and Events Developer Administrator	148	1	1	1
Interactive Media Administrator	145	1	1	1
Producer	145	1	1	1
Audio Video Administrator	141	1	1	1
Communications Specialist	139	-	-	1
Videographer/Production Assistant	-	1	1	-
Videographer	138	-	1	2
Volunteer Coordinator	133	1	1	1
Administrative Assistant	124	1	1	1
Total		8	9	10

## Core Services

The City Secretary's Office main goal is to promote an environment throughout Frisco City government that encourages efficiency, compliance, and transparency by implementing policies and procedures that foster effective distribution of information with City Council, City Staff, candidates, citizens, and voters.

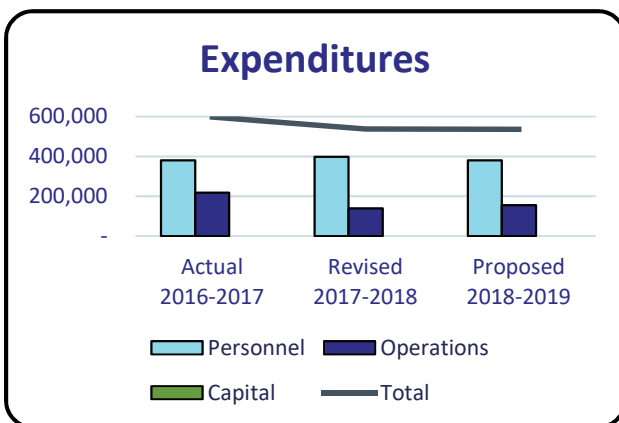
As administrators of City elections, the City Secretary's Office takes a proactive approach to voter education, voter registration, and voter turnout. The City Secretary's Office serves as the official repository for associated campaign and document filings. Additionally, the Division coordinates the City Council's Boards and Commissions appointment process and maintains the records relating to these appointments.

Continually serving the public by; striving for excellence in preparation of all official documents and minutes, preserving the legislative history of the City, publishing of official legal notices, updating and distributing of the City's Code of Ordinances, managing alcohol permits, and acting as Records Management Officer.

Finally, the City Secretary's Office is responsible for upholding transparency by managing Public Information Requests. The Office fulfills all requests according to the statutes outlined by the State of Texas Public Information Act.

## Key Points Affecting Service, Performance, and Proposed Budget

- The Boards and Commissions appointment process continues to grow as the number of citizens interested in these positions increase. New Board and Commission software was implemented in FY18 and increased the number of citizens who applied. Continued modifications and updates to the software will help ensure it is as efficient as possible, continues to meet the needs of staff, and is easy for citizens to use.
- Alcohol permitting continues to grow as the number of businesses in Frisco increase. Staff workload has also increased despite efforts to customize and streamline current processing software. The current software does not allow online applications/payments. Staff is currently working with the IT department for a solution that would allow customers to apply and pay online, saving customers and staff valuable time.
- Public Information Requests continued to increase in FY18. An increase is also anticipated for FY19. Since 2013 the number of Public Information Requests received has increased by 50%. Revenues from Public Information Requests have also increased by an average of 77% due to the implementation of payment module software.



## Expenditures - 11012000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>380,520</b>	<b>398,574</b>	<b>381,130</b>
<b>Operations</b>	<b>217,334</b>	<b>139,005</b>	<b>154,781</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>597,854</b>	<b>537,579</b>	<b>535,911</b>

## Major Budget Items

- FY18 revised operation costs leveled out due to only conducting one Election during this fiscal year. FY19 anticipates an increase in elections to include a possible Charter and Bond Election, in addition to the normal General Election. Operations appropriations fluctuate in relation to elections held.

**GENERAL GOVERNMENT****City Secretary's Office****Personnel**

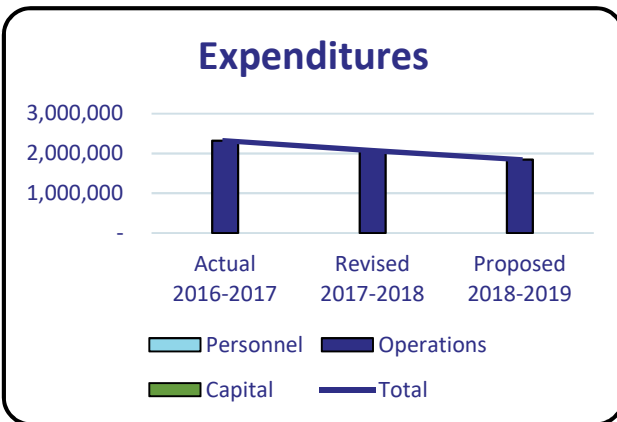
	Level	FY 2017	FY 2018	FY 2019
City Secretary	204	1	1	1
Deputy City Secretary	-	-	1	-
Assistant City Secretary	135	1	-	1
Open Records Coordinator	132	1	1	1
Administrative Assistant	124	<u>1</u>	<u>1</u>	<u>1</u>
Total		4	4	4

### Core Services

The Legal Division provides legal support for the day-to-day operations of the City, including matters such as land use and development, human resources, economic development, litigation support, and municipal court.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ The City retains the law firm of Abernathy, Roeder, Boyd & Hullett. In addition to the business related legal services, they provide prosecutorial services for matters brought before the Municipal Court.



### Expenditures - 11014000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	-	-
Operations	2,320,641	2,069,000	1,845,000
Capital	-	-	-
<b>Total</b>	<b>2,320,641</b>	<b>2,069,000</b>	<b>1,845,000</b>

### Major Budget Items

- All General Fund legal expenses are included in this Division. Project related legal expenses are charged to the specific capital project within the Capital Projects Funds.
- Legal expenses are also included in this Division for ongoing resolution and legal work associated with the closure of Exide, a battery recycling plant.

### Personnel

**Note: No positions are funded in this Division.**

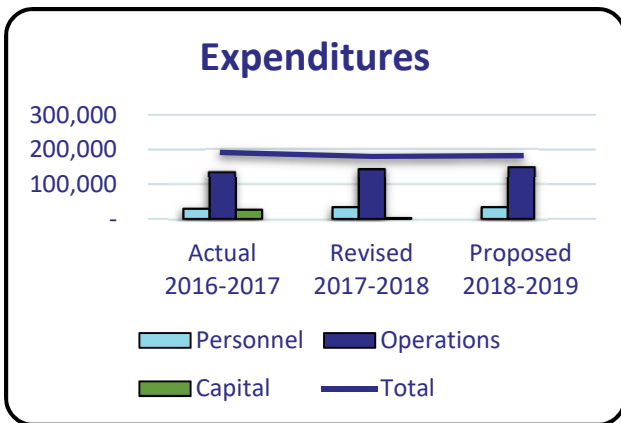
## Core Services

The City Charter provides for the creation of a City Council that is vested with all powers of the City and the determination of all matters of policy. In the adoption of the FY 2019 Annual Budget, the City Council adopted their Strategic Focus Areas, Long Term Goals and Objectives and the Objectives for Fiscal Year 2019.

In meeting those objectives, the City Council supported the City's Long-term Financial Health, Public Health and Safety, Infrastructure Development to provide for commercial and residential growth, Excellence In City Government, a Sustainable City as well as opportunities for Civic Involvement and Leisure and Culture.

The City Council's achievements include the support of a multi-million dollar capital program to supporting the growth and development of the community. Initiatives and partnerships for commercial and residential growth continue. These efforts are designed to provide new jobs, obtain additional capital investment, increase retail square footage, and provide for a diversified commercial base.

The City Council supports multiple opportunities for civic involvement in the governmental process including "Coffee with the Mayor", Town Hall meetings, the Mayor's Youth Council, and the City Hall 101 program.



## Expenditures - 11016000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	29,066	33,591	33,585
Operations	135,369	143,461	148,891
Capital	26,849	3,055	-
<b>Total</b>	<b>191,284</b>	<b>180,107</b>	<b>182,476</b>

## Major Budget Items

➤ Travel and training expenditures account for 33% of the operational budget, while dues and member subscriptions account for just under 26%.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Mayor	-	1	1	1
Council Members	-	6	6	6
<b>Total</b>		<b>7</b>	<b>7</b>	<b>7</b>

**Note: Council Members are not counted in employee totals and receive a monthly compensation based on the City Charter.**

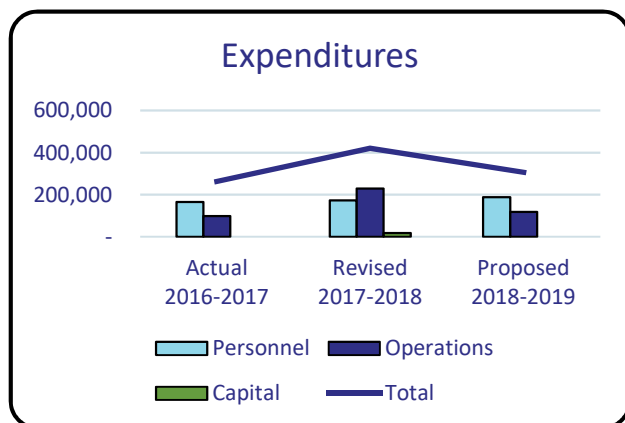


### Core Services

The Records Management Division is responsible for coordinating, administering and implementing the Records and Information Governance Policy and Program to protect records and provide for transparency at the City of Frisco. Records Management oversees the program development and improvement, training, retention, digital technology acquisition, long-term storage, filing systems, and destruction of records in compliance with Federal, State, and Local regulations. The Records Management Division applies records management standards and best practices to identify and improve efficiency and transparency while ensuring the security, integrity, retrieval, and preservation of digital information. This Division oversees the offsite storage and facilitates shipments and retrieval of information to and from storage improving security and efficiency with better use of facility space. Records Management also conducts records research, evaluates and compiles ensuing records for executive management and attorneys in response to specific requests, discovery, and litigation.

### Key Points Affecting Service, Performance, and Proposed Budget

- The Records Management Division maintains systems, technologies, and methodologies for consistent communication of goals, objectives, programs, and activities by regularly conferring with Departments on processes to improve efficiency within the organization.
- Implementation of OnBase Module to integrate Records Management System with Trak-It Permit System.
- Continued Implementation of Office 365 policy updates and revised email processes. Training required for users.
- Provide staff training on policy and processes, manage, secure, and preserve records to improve record integrity and efficiency and ensure compliance with records management system applications.



### Expenditures - 11017000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>164,539</b>	<b>172,904</b>	<b>188,251</b>
<b>Operations</b>	<b>97,915</b>	<b>228,820</b>	<b>118,066</b>
<b>Capital</b>	<b>-</b>	<b>18,396</b>	<b>-</b>
<b>Total</b>	<b>262,454</b>	<b>420,120</b>	<b>306,317</b>

### Major Budget Items

- The FY19 Budget provides funding of \$10,700 for the Integration of Trakit and OnBase software applications.
- The operational budget for Proposed FY19 is down from prior year. FY18 Revised Budget includes a carry forward Purchase Order encumbrance of approximately \$107,900 related to the On-Base software conversion.

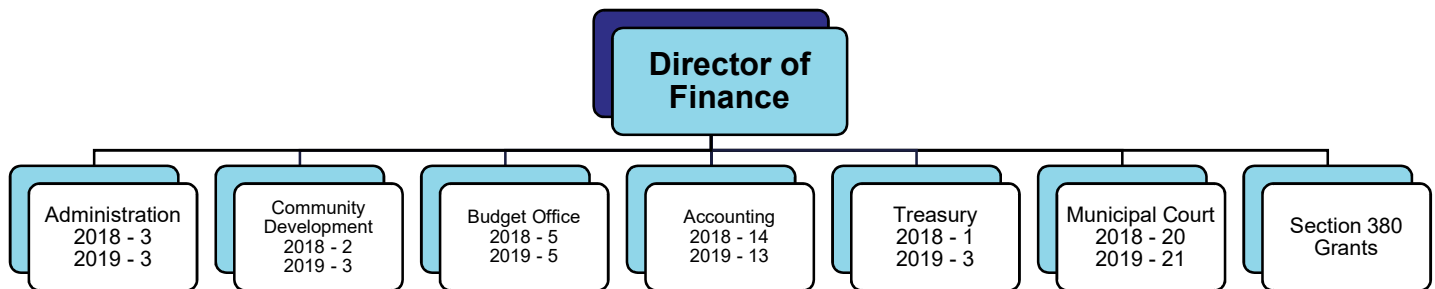
### Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Records Manager</b>	<b>145</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Records Clerk</b>	<b>120</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

# FINANCIAL SERVICES DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Financial Services will accurately and fairly manage and present the City's financial affairs; protect and advance the City's financial position by maintaining proper internal controls and recommending sound financial policies; and provide quality customer service for Frisco residents, bond holders and employees.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 304,784	\$ 334,847	\$ 339,479	1.38%
Community Development	480,534	860,787	968,253	12.48%
Budget Office	514,278	649,345	688,551	6.04%
Accounting	2,029,348	2,322,193	2,159,624	-7.00%
Treasury	876,869	960,536	1,347,958	40.33%
Municipal Court	2,126,649	2,198,697	2,339,640	6.41%
Section 380 Grants	3,469,941	6,182,830	6,116,512	-1.07%
<b>Totals</b>	<b>\$ 9,802,403</b>	<b>\$ 13,509,235</b>	<b>\$ 13,960,017</b>	<b>3.34%</b>

# FINANCIAL SERVICES

## City Council Strategic Focus Areas served by this Department -







## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness	Frisco Policy
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## Strategic Focus Area: Long Term Financial Health

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>12021000 - Accounting</b>						
✓	Provide customers (internal and external) with quality service	Establish internal controls and conduct internal reviews	Internal reviews	2	2	2
			Contracts with third parties current/updated	10	10	10
			Internal staff training	13	10	10
			Training sessions offered to City staff	2	3	5

## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
12010000 - Administration						
	Provide customers (internal and external) with quality service	Provide information to financial advisors, bondholders, underwriters and rating agencies	City's general obligation bond rating (Benchmark AA/Aa1)	S&P = AA	S&P = AA +	S&P = AA+
				Moody's = Aa1	Moody's = Aaa	Moody's = Aaa
		Meet reporting deadlines	Meet 100% of reporting deadlines	100%	100%	100%
12019000 - Community Development						
	Provide customers (internal and external) with quality service	Meet reporting deadlines for grants	Meet 100% of reporting deadlines for grants	100%	100%	100%
		Complete grant compliance requirements	Complete 100% of grant compliance requirements	100%	100%	100%

# FINANCIAL SERVICES









## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness	Frisco Policy
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## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
12020000 - Budget Office						
	Provide stewardship of financial resources balancing the City's short and long-term needs	Maintain a competitive debt position	Debt requirement portion of tax rate	34.66%	34.97%	34.31%
		Maintain General Fund balance (Benchmark 25%)	Unassigned fund balance as % of operating budget	46.28%	29.87%	28.58%
12021000 - Accounting						
	Provide customers (internal and external) with quality service	Ensure prompt payments to City vendors and employees, as required by law	Vendors paid within the thirty day prompt payment mandate	90%	93%	95%
			Accounts payable checks and transactions per clerk	15,396	15,800	16,000
			Payroll checks and status changes processed per clerk	32,504	33,500	35,000
			Employees per payroll clerk	1,274	1,336	1,375
12022000 - Treasury						
	Manage the City's investment portfolio	Earn benchmark yield as set by the City's investment policy and strategy	Annual investment rate of return: number of basis points greater than the six month treasury bill rate	16 bp	18 bp	20 bp
	Maintain percent of current property taxes collected	Maintain major revenue source collections	Collection rate	100%	100%	100%

# FINANCIAL SERVICES

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness	 Frisco Policy
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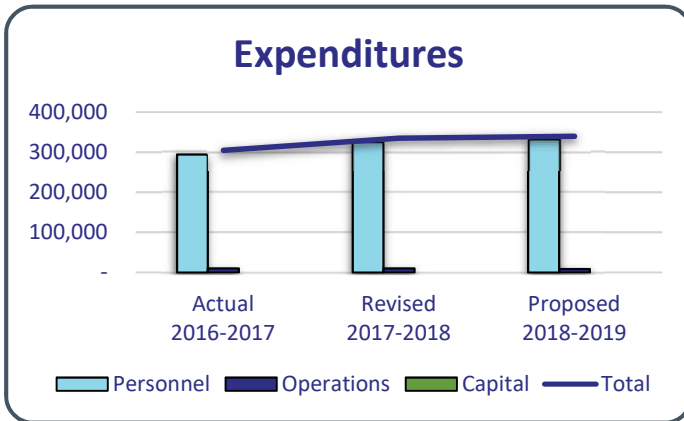
## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>12023000 - Municipal Court</b>						
✓	Provide juvenile defendants sentencing alternatives and exposure to the judicial process for teens interested in a legal career	Maintain Teen Diversionary Program	Juvenile cases filed	655	400	400
			Juvenile cases referred to Teen Court	16%	20%*	20%*
📁	Provide excellent administrative and clerical support for municipal court proceedings	Provide the community with a high level of customer service	Cases closed/total cases filed	105%	100%	100%
✓			Cases closed	20,516	19,500	20,000
📁		Cases processed through automation	Forms processed by web and phone	24%	30%	30%
📁		Evaluate workflow demands by the community	Court processing costs per case	\$88	\$95	\$95

\* Change in state law resulted in a drop in Juvenile filings.

## Core Services

Financial Services is responsible for financial analysis and reporting, development of financial policies, evaluation of internal controls, and management of the financial affairs of the City. This Division acts as the primary contact for the City's outside bond counsel, auditors, rating agencies, underwriters, bankers, investment advisors, and financial advisors. Administration provides leadership, strategic planning, and financial strategy to the City Council, City Manager's Office, and other City Departments. Core services managed include: ♦ Finance ♦ Budget ♦ Contract Administration ♦ General Accounting & Reporting ♦ Payables & Payroll ♦ Grant Accounting ♦ Cash & Debt Management ♦ Municipal Court ♦ Customer Revenue Billing and Collection ♦ Project Management ♦ Social Services (Community Development) Administration.



## Expenditures - 12010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>294,383</b>	<b>324,812</b>	<b>330,750</b>
<b>Operations</b>	<b>10,401</b>	<b>10,035</b>	<b>8,729</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>304,784</b>	<b>334,847</b>	<b>339,479</b>

## Major Budget Items

- Primary expenditures are personnel related in this Division.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Director of Financial Services</b>	<b>209</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Senior Administrative Assistant</b>	<b>131</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Special Projects Assistant (PT - 900 hours per year)</b>	<b>114</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>

## Core Services

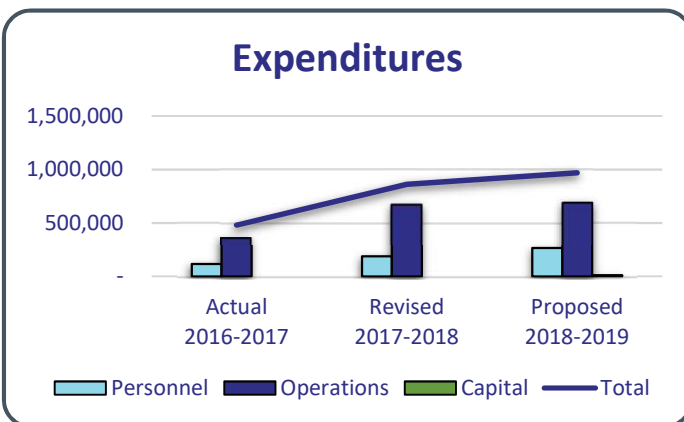
The Community Development Division oversees the application, implementation, and reporting of public and private grants.

This Division implements and manages the Department of Housing and Urban Development Community Development Block Grant, the Social Services Grant, and the Workforce Housing Program.

Staff facilitate a grant process culminating in the Social Services and Housing Board recommendation of the allocation of federal and local funds to the City Council. The Social Services and Housing Board approves policy for Community Development Block Grant programs, Social Services Grant programs, and Workforce programs.

## Key Points Affecting Service, Performance, and Proposed Budget

- Positions are supported by funding from the Community Development Block Grant (CDBG).
- Social service grant agencies receiving funding include: Assistance Center of Collin County, Boys & Girls Clubs of Collin County, Court Appointed Special Advocates Children's Advocacy Center for Denton County, City House, Family Place, Frisco Family Services, Hope's Door, Journey of Hope Grief Center, Small World with Love, Texas Muslim Women's Foundation, and Wellness Center for Older Adults. These agencies are funded with an appropriation designation of \$1 per capita, or \$180,000 for FY19.



## Expenditures - 12019000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	117,274	189,050	266,375
Operations	363,260	671,737	691,878
Capital	-	-	10,000
<b>Total</b>	<b>480,534</b>	<b>860,787</b>	<b>968,253</b>

## Major Budget Items

- Expenditures for FY19 include funding for a Grants Coordinator to assist with the programs and grant administration.
- Expenditures for staff support include office supplies, training and mileage reimbursement. Staff expenditures are allocated to the CDBG Fund when appropriate.
- Transit services are included in operations for \$492,000 for FY19, including up to \$0.25 per capita for social service grant agency awards.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Community Development Supervisor	148	1	1	1
Grants Coordinator	139	-	-	1
Rehabilitation Specialist	139	-	1	1
<b>Total</b>		<b>1</b>	<b>2</b>	<b>3</b>

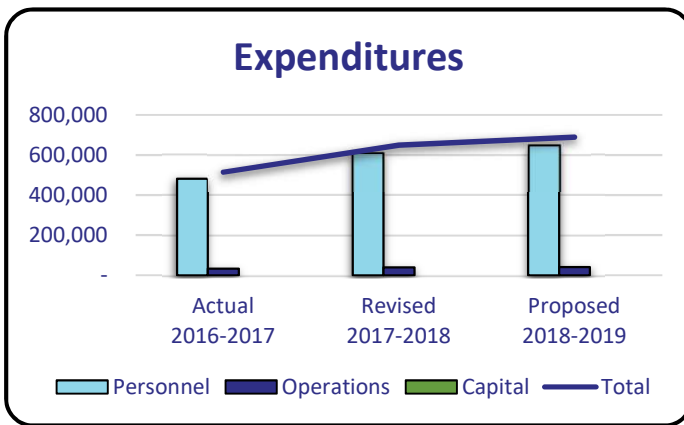
## Core Services

The Budget Office provides financial and management information for the City Manager, City Council and City Departments to ensure the most effective use of available resources. The Division manages the development and execution of the annual budget, assembles and guides the development of performance measures, and performs special projects such as research and analysis, rate and fee determination and oversees the funding of the City's capital projects. The Division assists in managing the City's debt program and allocating existing appropriation to on-going capital projects.

The development of the City's Annual Budget, a priority of the Division, serves four basic functions for the City: a policy document that articulates the City's priorities and strategic issues of the upcoming fiscal year, an operations guide for staff in developing goals and objectives for the coming fiscal year and in monitoring and evaluating progress toward those goals, a fiscal document for the projection of revenues and expenditures, and a communications tool that informs the City's residents of its expenditures and accomplishments.

## Key Points Affecting Service, Performance, and Proposed Budget

➤ The FY18 Budget Document was submitted to the Government Finance Officers Association and did receive the Distinguished Budget Presentation Award for the Fiscal Year Beginning October 1, 2017. The Division will revise the current year's budget in accordance with GFOA's comments and submit it for the Distinguished Budget Presentation Award for the Fiscal Year Beginning October 1, 2018.



## Expenditures - 12020000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>480,955</b>	<b>609,668</b>	<b>647,033</b>
<b>Operations</b>	<b>33,323</b>	<b>39,677</b>	<b>41,518</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>514,278</b>	<b>649,345</b>	<b>688,551</b>

## Major Budget Items

➤ Personnel, continuing education, and support are the key expenditures in this Division.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Assistant Finance Director - Budget</b>	<b>204</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Budget and Strategic Planning Manager</b>	<b>162</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Senior Financial Analyst</b>	<b>147</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Budget Analyst I</b>	<b>139</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>5</b>	<b>5</b>	<b>5</b>



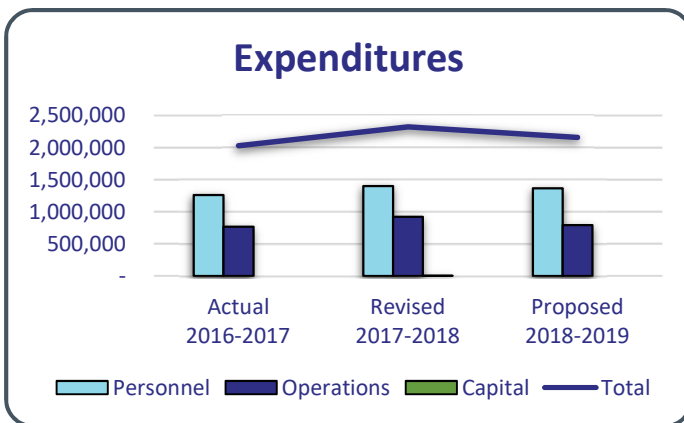
### Core Services

The Accounting Division is responsible for the proper, accurate, and timely recording of the collection and disbursement of City funds and the reporting of these transactions in accordance with Generally Accepted Accounting Principles (GAAP). The Division provides policy, procedures, instruction, and systems to the various City Departments regarding financial transactions.

Staffing includes accountants to monitor and report grant information to grantor agencies. Internal controls are monitored and reviewed by Staff.

### Key Points Affecting Service, Performance, and Proposed Budget

- The City has been awarded the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting for the reports from FY 2000 through 2017. The FY18 Comprehensive Annual Financial Report will be submitted to the GFOA for Certificate consideration. Staff also prepare a Popular Annual Financial Report and distributes to residents through the City website.
- The Accounting Division continues to analyze new financial software modules and encourage integration with other City software systems to improve efficiencies and controls.



### Expenditures - 12021000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,260,400</b>	<b>1,398,503</b>	<b>1,365,587</b>
<b>Operations</b>	<b>768,948</b>	<b>922,825</b>	<b>794,037</b>
<b>Capital</b>	<b>-</b>	<b>865</b>	<b>-</b>
<b>Total</b>	<b>2,029,348</b>	<b>2,322,193</b>	<b>2,159,624</b>

### Major Budget Items

- The Treasury Analyst is being transferred to the Treasury Office beginning in FY19.
- External auditor contracts, internal review contracts & banking depository contracts are appropriated in this budget.

### Personnel

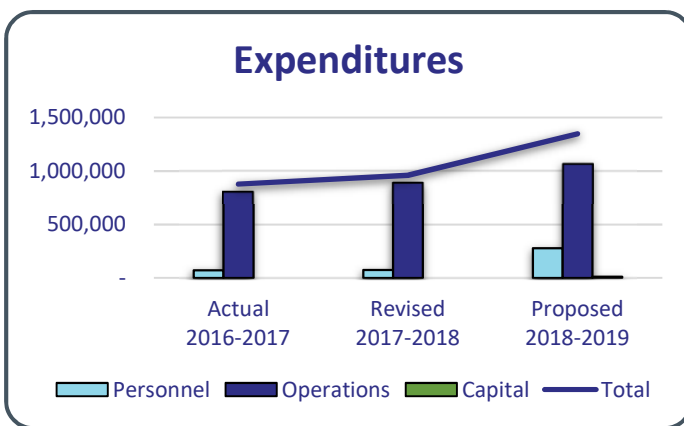
	Level	FY 2017	FY 2018	FY 2019
Assistant Finance Director - Controller	204	1	1	1
Assistant Controller-Component Units	162	1	1	1
Accounting Manager	156	1	1	1
Financial Services Manager	156	1	1	1
Accountant II	143	1	2	2
Treasury Analyst	-	1	1	-
Accountant	139	2	2	2
Payroll Coordinator	135	1	1	1
Senior Payroll Specialist	129	1	1	1
Accounting Technician II	125	3	3	3
<b>Total</b>		<b>13</b>	<b>14</b>	<b>13</b>

## Core Services

Managing the cash & debt management program as well as central cashiering, effective tax rate calculations, property tax accounting, billing for the Public Improvement Districts, and billing for miscellaneous accounts receivable are the core services offered by this Division.

## Key Points Affecting Service, Performance, and Proposed Budget

- The budget includes contractual service requirements including Denton and Collin County Central Appraisal Districts, the delinquent tax attorney, First Southwest Asset Management and the Tax Collector Contract with Collin County.
- Collin County bills and collects the property taxes for the City (Collin and Denton County) for \$1 per parcel. Total estimated number of parcels for FY19 is 67,641.
- The Treasury Analyst is being transferred from the Finance Division beginning in FY19.



## Expenditures - 12022000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	71,829	73,049	277,568
Operations	805,040	887,487	1,060,390
Capital	-	-	10,000
<b>Total</b>	<b>876,869</b>	<b>960,536</b>	<b>1,347,958</b>

## Major Budget Items

- Contracts for tax assessment, billing and collection are the major expenditure and represent 78% of operations.
- For FY19 a new position, Treasury Manager, has been added to manage the City's investment portfolio and capital appropriations have been provided for office reconfiguration related to this position.

## Personnel

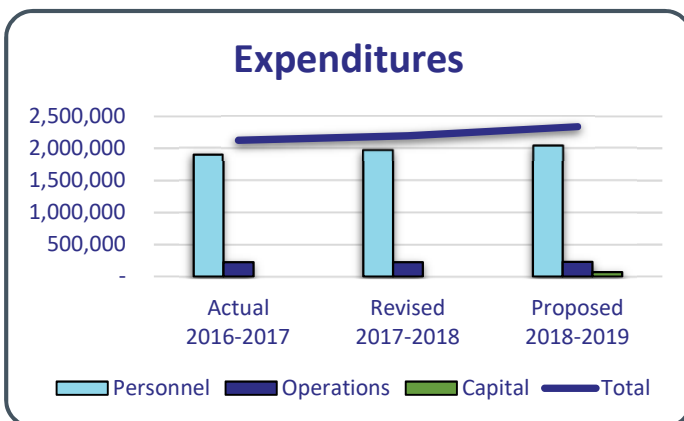
	Level	FY 2017	FY 2018	FY 2019
Treasury Manager	156	-	-	1
Treasury Analyst	141	-	-	1
Senior Customer Service Representative	128	1	1	1
<b>Total</b>		<b>1</b>	<b>1</b>	<b>3</b>

## Core Services

Municipal Court provides administrative and clerical support for municipal court proceedings. Responsibilities include: Collin and Denton County magistrate services, juvenile truancy prevention, collection of fines, fees and state costs, filing citations/complaints, court scheduling, issuing, tracking and clearing warrants, maintaining the juror database, and updating and maintaining court records and reporting collections, convictions and statistical data to State agencies.

## Key Points Affecting Service, Performance, and Proposed Budget

- To maintain the civic involvement of youth and provide for a diversionary sentencing program for juvenile offenders, the Court will continue to contract with the Collin County Teen Court Program.
- The Municipal Court continues to implement new technology to improve compliance and efficiency through the several dedicated funds established by law.
- The Municipal Court meets constitutional guarantees to defendants regarding the right to a trial by judge or jury by providing such trials through the Court system. Many cases are efficiently disposed of prior to trial. This reduces the number of bench and jury trials needed. The Court conducts 500-600 pre-trials per month.
- The Municipal Court provides reports and statistical analysis to City administrators that reflect accurate and relevant information on the activities of the Court.
- Court staff will continue to work with City Management on a solution to the space constraints in the current facility.



## Expenditures - 12023000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,903,698	1,974,290	2,043,196
Operations	222,951	224,407	227,247
Capital	-	-	69,197
<b>Total</b>	<b>2,126,649</b>	<b>2,198,697</b>	<b>2,339,640</b>

## Major Budget Items

- Contract Services for prosecutorial and City Attorney fees make up 58% of the operating budget.
- Appropriations have been provided in FY19 for the addition of another Deputy Court Clerk and related operations expenditures. This position will be a key part of the "E" electronic friendly process implementation.
- Capital funding of \$69,197 is being provided for the replacement of a 2009 Chevrolet Tahoe.

**FINANCIAL SERVICES****Municipal Court****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Administrative Municipal Court Judge	204	1	1	1
Associate Municipal Court Judge (1 FT, 1 PT)	201	2	2	2
Municipal Court Administrator	156	1	1	1
Accountant III - Compliance	147	-	1	1
Accountant II - Compliance	-	1	-	-
Bailiff/Warrant Officer	A42	3	3	3
Municipal Court Coordinator	141	2	2	2
Senior Deputy Court Clerk	128	6	5	5
Senior Deputy Court Clerk - Warrant Clerk	128	1	1	1
Senior Deputy Court Clerk - Juvenile Case	128	1	1	1
Deputy Court Clerk	120	2	3	4
Total		20	20	21

**Core Services**

The expenditures of the Section 380 sales tax/property tax grants and agreements with various retail developers in Frisco are accounted for in this Division. Agreements include rebating a percentage of the increased sales tax or property tax back to the developer.

**Key Points Affecting Service, Performance, and Proposed Budget**

- ➡ The City has the following active sales tax agreements which include:

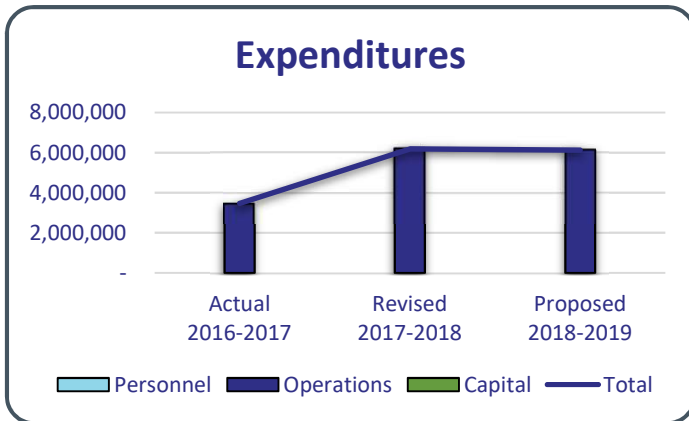
	<u>Origination</u>	<u>Term</u>
Costco	2010	20 yrs
Blue Star	2013	26 yrs
Sales Center #8	2013	25 yrs
Frisco Station	2015	25 yrs
Skygroup	2015	5 yrs
Wade Park	2015	25 yrs
Brixxmor	2016	10 yrs
Stonebriar Mall	2016	10 yrs
The Gate - IGO	2016	28 yrs
Walmart RE Trust	2016	10 yrs
BMC West	2017	25 yrs

- ➡ The City has twelve property tax agreements:

	<u>Origination</u>	<u>Term</u>
Champion Warren	2006	25 yrs
Costco	2010	10 yrs
Blue Star	2013	26 yrs
Conifer	2013	10 yrs
Hall Office Park	2014	10 yrs
MoneyGram	2014	5 yrs
Frisco Station	2015	25 yrs
Skygroup	2015	10 yrs
Wade Park	2015	25 yrs
Hall Office Park	2016	25 yrs
The Gate - IGO	2016	28 yrs
Nack Development	2017	2 yrs
KOA Development	2018	25 yrs

➡ The City has the following sales use tax agreements:

	<u>Origination</u>	<u>Term</u>
Landon Homes	2014	10 yrs
Pulte Homes	2014	10 yrs
Highland Homes	2015	10 yrs
First Texas Homes	2015	10 yrs
Toll Bros	2015	10 yrs
Hall Office Park	2016	2 yrs



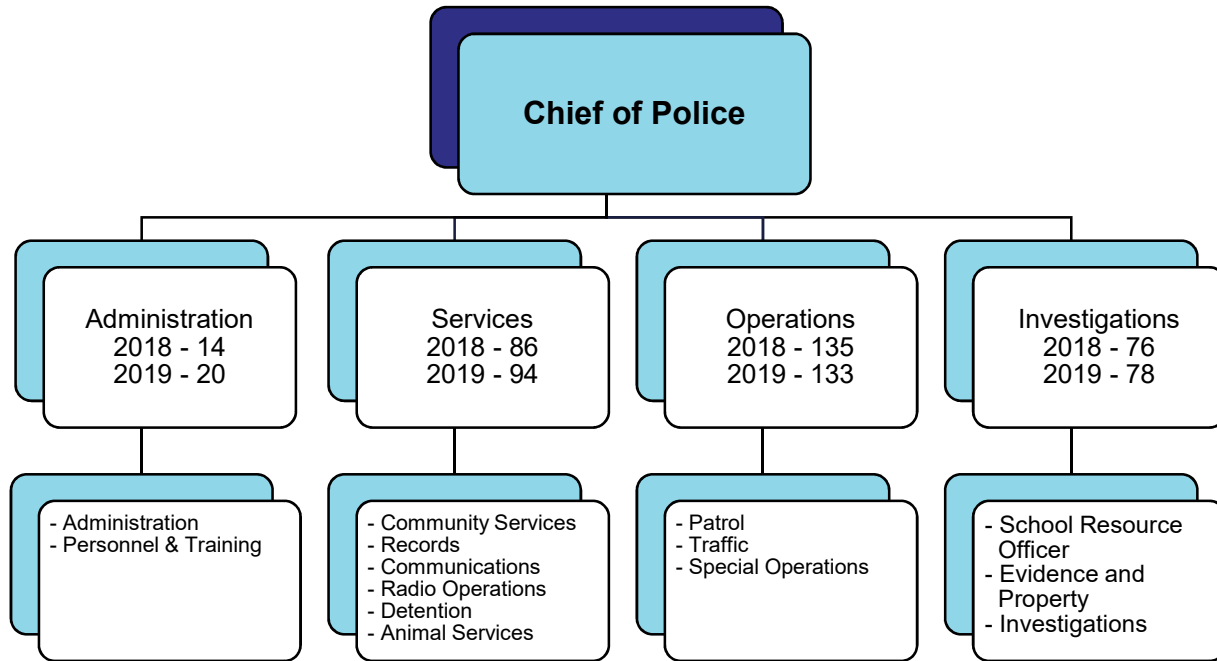
**Expenditures - 12028000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	-	-
Operations	3,469,941	6,182,830	6,116,512
Capital	-	-	-
<b>Total</b>	<b>3,469,941</b>	<b>6,182,830</b>	<b>6,116,512</b>

# POLICE DEPARTMENT SUMMARY

## DEPARTMENT MISSION

While promoting individual responsibility and community commitment, the Frisco Police Department will work together in a spirit that resolves problems, reduces crime and the fear of crime, and provides a safe environment for everyone.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 1,241,074	\$ 1,423,382	\$ 2,173,249	52.68%
Personnel and Training	1,095,530	895,103	1,228,464	37.24%
Community Services	1,170,540	1,306,039	1,132,717	-13.27%
Detention	1,646,292	1,340,801	1,459,830	8.88%
Records	661,381	786,738	900,677	14.48%
Communications	3,749,920	4,962,555	3,191,995	-35.68%
Radio Operations	-	-	2,285,838	N/A
Animal Services	800,503	1,038,336	1,088,349	4.82%
Patrol	14,922,565	16,647,015	17,504,568	5.15%
Traffic	1,416,236	1,918,477	2,107,043	9.83%
Special Operations	29,224	72,246	71,857	-0.54%
School Resource Officer	3,913,305	4,262,337	4,729,473	10.96%
Evidence and Property	572,107	791,551	797,174	0.71%
Investigations	3,526,844	4,559,662	5,272,283	15.63%
<b>Totals</b>	<b>\$ 34,745,518</b>	<b>\$ 40,004,242</b>	<b>\$ 43,943,517</b>	<b>9.85%</b>

# POLICE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>13010301 - Administration</b>						
📁	Focus on service	Maintain accreditation compliance standards	Compliance with no applied discretions	100%	100%	100%
✓		Continuously evaluate our quality of service	Random and user surveys	N/A	N/A	99%
		Create and consult with the Community Advisory Board	Number of yearly meetings	N/A	N/A	2
✓	Implement approaches to reduce both reported and non-reported crime	Work with Patrol Watch Commanders and CID to identify analytical data used to respond to crime trends	Create reports with analysis on crime trends for COMPSTAT and other meetings to best utilize police resources	46	48	50
<b>13010302 - Personnel and Training</b>						
✓	Focus on learning	Provide officers with training to better understand crime patterns and behavior	Average training per year: 40 hours	100%	100%	100%
📁		Supervision improvement utilizing Developing Leaders Training	10 supervisors attend per year	N/A	N/A	100%
		Identify cost effective/efficient training methods to officers	In-house/ consortium training hours provided at no cost	7,500	7,500	7,500
⌚	Focus on service	Enhance the Department's capabilities to address significant events	Positions filled with qualified applicants within 3 months	17%	20%	30%



# POLICE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Public Health & Safety, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>13031311 - Community Services</b>						
✓	Focus on leading	Engage the community as a partner in crime prevention while promoting a positive image of the department	Total number of social media impressions received through the department's social media presence on Facebook, Twitter, Instagram, Next Door, and YouTube	N/A	77,000 followers	85,000 followers
	Focus on learning	Enhance crime prevention programs	Increase total participation in programs such as SAFECAM, FNW, CPA, COPS, block parties for Frisco CAN, etc.	N/A	2,750	3,500
<b>13031314 - Detention</b>						
📁	Focus on service	Enhance customer service skills	Bond and fine receipt accuracy	100%	100%	100%
✓	Develop all personnel to be consistent with our mission and values	Maintain processes with high standards of facility cleanliness, safety, and security while mitigating City liability	Bookings conducted	2,778	3,100	3,400
<b>13031315 - Records</b>						
📁	Focus on service	Enhance customer service skills	Percentage of customers that rated our service as good or excellent	99%	100%	100%
⌚		Provide citizens with timely and accurate reports	Average number of days to process public information requests	N/A	5	3

# POLICE DEPARTMENT




## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Public Health & Safety, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
13031317 - Communications						
	Focus on service	Answer all calls quickly and professionally	Maintain an average answer time of less than 4 seconds	N/A	3	3
			Maintain an average hold time of less than 20 seconds	N/A	4.66	6
	Focus on learning	Dispatch all emergency calls quickly	Maintain an average dispatch time of less than 1 minute on all fire calls and priority 1 police calls	N/A	PD 48 sec	PD 1 min
				N/A	FD 32.5 sec	FD 45 sec
13031319 - Animal Services						
	Provide superior service delivery	Implement systems that provide services in the most efficient and accurate manner	Respond to complaints within 24 hours	100%	100%	100%
13032321 - Patrol						
✓	Focus on service	Respond to all calls quickly and professionally	Response times (priority 1 calls)	6:18	6:33	Under 6:40
	Develop all personnel to be consistent with our mission and values	Ensure all personnel have received training needed	Personnel obtaining basic and specialized training	100%	100%	100%
13032322 - Traffic						
✓	Build stronger community partnerships to enhance communications and promote civic involvement	Expand traffic enforcement and education	Traffic enforcement (citizen contacts)	8,485	12,500	13,000+
	Focus on safety	Expand CVE enforcement	CVE enforcement (trucks inspected)	314	480	500+

# POLICE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Public Health & Safety, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>13032324 - Special Operations</b>						
✓	Provide the highest level of quality service, integrity, and professionalism	Ensure all personnel have received training needed for Special Operations situations	Training hours per operator	230	250	250
		Address critical response situations within the City	Successful critical incident responses with after action analysis -unit activations	6	6	6
📁	Focus on service	Maintain operational readiness and capabilities to address any significant/high risk event	Table top exercises completed with 100% results within defined standards	4	4	4
<b>13033332 - School Resource Officer</b>						
📁	Focus on service	Improve school campus safety related programs	Positive Feedback received from Principals on SRO performance and presentations	N/A	95%	100%
✓	Focus on learning	Expose youth to positive roles in law enforcement through ongoing educational programs	Number of students impacted through Shattered Dreams, Its Party Time, JIP, JPA	7,000	9,000	9,500
<b>13033333 - Property &amp; Evidence</b>						
📁	Focus on service	Enhance abilities to receive, maintain, and purge property/evidence in an orderly and timely manner	Number of items received/Number of items purged	7,200/3,656	8,500/4,300	9,500/5,000
⌚		Enhance abilities to analyze and process all evidence in a timely manner and reduce backlog	Number of evidentiary items analyzed, processed or requested	5,123	6,600	7,500

# POLICE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Public Health & Safety, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>13033336 - Investigations</b>						
📁	Focus on service	Provide timely and thorough investigations	Average overall clearance rate per 1000	23	25	28
✓	Focus on leading	Increase solvability of crimes through use of technology and specialized training	Print identifications made	N/A	25	40

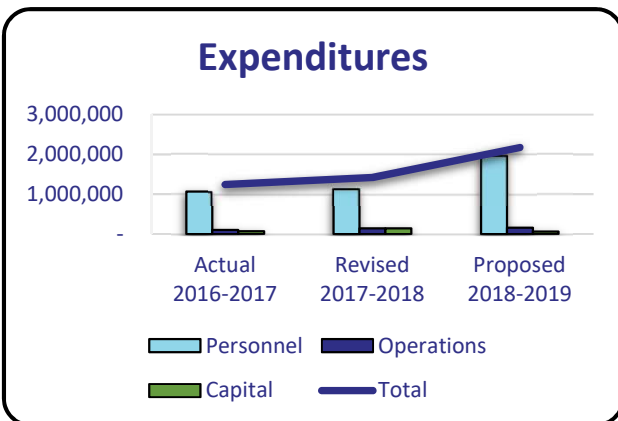
### Core Services

Administration is responsible for the overall management and function of the Police Department. Administration accomplishes this task in a variety of different ways that include: preparation of the Department's annual budget, review of citizen surveys to ensure superior service is being provided by personnel, review of policies and procedures, maintain the Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation status, and use crime analysis to better respond and deploy officers in response to crime trends.

The Department's commitment to accreditation through CALEA benefits the residents of Frisco by ensuring that the highest quality of service is provided to them. Maintaining accreditation status requires a constant review of policies to ensure that Frisco PD is in compliance with standards set forth by both CALEA and the law. In addition to accreditation, the increased use of crime analysis is improving efficiencies. Trends are identified, and mapping is completed to assist officers with snapshot views of crime trends so they are better informed as they patrol the streets.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ The Police Department's administrative tasks have continued to grow over the years. This budget year we will be seeking additional positions to support the function of the Administration Bureau. In FY18, the Police Department hosted the National CALEA Conference in Frisco with over 500 attendees from multiple countries.



### Expenditures - 13010301

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,069,616</b>	<b>1,141,628</b>	<b>1,960,244</b>
<b>Operations</b>	<b>104,508</b>	<b>141,192</b>	<b>154,448</b>
<b>Capital</b>	<b>66,950</b>	<b>140,562</b>	<b>58,557</b>
<b>Total</b>	<b>1,241,074</b>	<b>1,423,382</b>	<b>2,173,249</b>

### Major Budget Items

- Personnel appropriations provide for the addition of an Assistant Police Chief and a Crime Analyst in FY19.
- 2 Deputy Chief positions have been relocated to Administration beginning in FY19; one from Community Services and one from Patrol. 1 Administrative Assistant has been relocated from Patrol.

# POLICE ADMINISTRATION

# Administration

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Police Chief	210	1	1	1
Assistant Police Chief	A68	1	1	2
Deputy Chief	A65	1	1	3
Lieutenant	A59	1	1	1
Accreditation Administrator	141	1	1	1
Crime Analyst	139	1	1	2
Office Manager	135	1	1	1
Administrative Assistant	124	-	1	2
Total		7	8	13

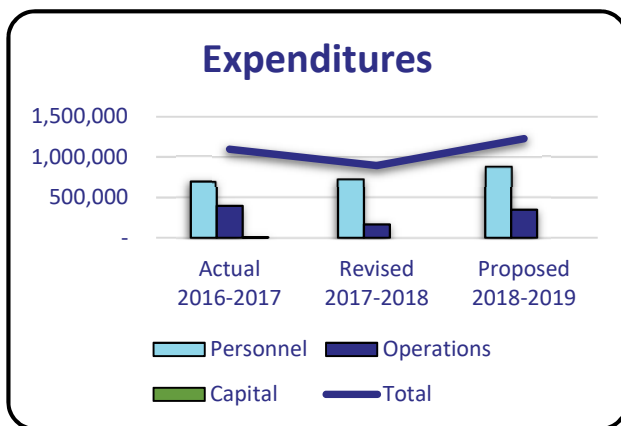
### Core Services

The Personnel and Training Subdivision is responsible for ensuring that vacancies within the department are filled with high quality applicants. In addition, they must identify the training needs for all facets of the department and ensure that Texas Commission on Law Enforcement (TCOLE) requirements are achieved at all times. This Subdivision has also been very aggressive in identifying training classes to host on-site to save on travel costs. Instructors already employed by the City are utilized to host classes for both internal needs and for other agencies. Training is of the upmost importance in law enforcement, and this Subdivision seeks to find the highest quality training. The 60 training hours per employee average exceeds the 20 hours required by TCOLE. Training records are kept and maintained on all employees of the Department.

Recruiting is another important function of this subdivision. The Personnel and Training staff accomplish this function by making appearances at job/career fairs to find qualified applicants. Once applicants enter the hiring process, they are screened and a thorough background check is completed.

### Key Points Affecting Service, Performance, and Proposed Budget

- Focus will be on developing the Frisco Police Department training academy. We currently partner with other local agencies for cadet training at the Plano-Richardson academy building and will need to assign staff to that facility full time in FY19.
- Creating an environment where the principles of the 21st Century Policing model is implemented through our training efforts. Expanding our training efforts to create more effective supervision and management. Finding additional trainings to host or through in-service means to enhance the Departments overall readiness.
- Firearms training is increasing. Growing academy requirements, issuing rifles to staff and the added Simunitions training program all contribute to budget growth for this area.



### Expenditures - 13010302

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	695,265	730,058	882,814
Operations	394,567	165,045	345,650
Capital	5,698	-	-
<b>Total</b>	<b>1,095,530</b>	<b>895,103</b>	<b>1,228,464</b>

### Major Budget Items

- The department will continue efforts to train supervisors by sending them to ILEA and the Developing Leaders course. The cost is \$695 per student and the goal is to train 10-15 per year. We will also continue to identify specialized training courses, in line with objectives from the 21st Century Policing model.
- Personnel appropriations will increase with the addition of a Training Sergeant in FY19.
- Increased quantity of ammunition will continue to be needed due to increased size of department and training needs.

**POLICE ADMINISTRATION****Personnel and Training****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Professional Standards Sergeant	A52	1	1	1
Training Sergeant	A52	-	-	1
Professional Standards Investigator	A42	3	3	3
Training Officer	A42	1	1	1
Administrative Assistant	124	<u>1</u>	<u>1</u>	<u>1</u>
Total		6	6	7



## Core Services

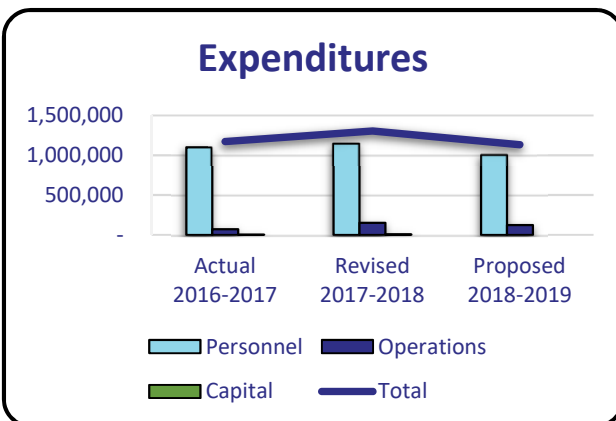
The Community Services Subdivision facilitates and coordinates efforts to reduce crime through the development, promotion, and implementation of effective crime prevention-based strategies. The Subdivision is home to the Department's Public Information Officers. These individuals are responsible for media responses to major incidents as well as promoting an overall positive image of the Frisco PD. This group also maintains a presence on Social Media. This has become an invaluable tool for police departments to interact with the community they serve by providing information, and receiving tips on recent crimes.

Additionally, the Subdivision strengthens public trust through education and partnerships. In order to achieve goals, it partners with citizens and businesses, government and civic organizations, as well as schools and education-based programs.

Staffing is currently comprised of a Deputy Chief, one Lieutenant, one Sergeant, four Community Service Officers, two Public Service Officers (PSOs), and one Administrative Assistant. These dedicated men and women are tasked with maintaining and facilitating the positive relationships between the Police Department and the residents we serve.

## Key Points Affecting Service, Performance, and Proposed Budget

- Community Services continued to expand its role in social media in FY18, making the PD more accessible to our technology savvy citizens. These efforts will continue in FY19. Although there is currently no direct budget impact due to this, increased engagement could expand the demand on our resources as relationships are built and citizen involvement in programs increases.
- Community Services will endorse personal and professional development by providing continuing education, program specific training, and creating a cooperative team workflow during weekly divisional meetings.
- Community Services Programs: Frisco C.A.N., Safety Fair, Frisco Neighborhood Watch, Community Outreach, Department Tours, Chaplain Program and Citizens On Patrol.



## Expenditures - 13031311

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	1,099,530	1,148,336	1,008,487
<b>Operations</b>	70,165	151,578	124,230
<b>Capital</b>	845	6,125	-
<b>Total</b>	1,170,540	1,306,039	1,132,717

## Major Budget Items

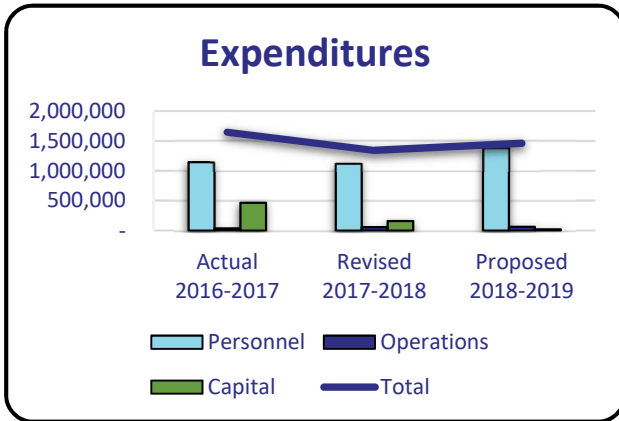
- FY19 includes appropriations for the addition of a Police Explorer Program, related equipment, and operational expenditures.
- Operational funding is provided for the addition of tasers for all sworn members.
- The Deputy Chief and 1 Administrative Assistant have been relocated to Administration beginning in FY19.

**POLICE SERVICES****Community Services****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Deputy Chief	-	1	1	-
Lieutenant	A59	1	1	1
CSO - Sergeant	A52	1	1	1
CSO - Police Officer	A42	3	4	4
Administrative Assistant	124	2	2	1
Public Service Officer	124	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total</b>		<b>10</b>	<b>11</b>	<b>9</b>

Core Services

All persons arrested by Frisco Police Officers are brought to the jail facility where they may be housed until their release or transferred to a county jail facility. The jail is fully staffed by Detention Officers 24 hours a day, 7 days a week, 365 days a year. Currently, the jail has an authorized detention staff that includes two Detention Supervisors, four Detention Leads and twelve Detention Officers.



Expenditures - 13031314

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,145,679	1,123,550	1,381,454
Operations	36,516	58,892	60,376
Capital	<u>464,097</u>	<u>158,359</u>	<u>18,000</u>
Total	1,646,292	1,340,801	1,459,830

Major Budget Items

- Capital and operation funding has been provided for an AeroClave Decontamination System and tasers to be used in the Detention Center.
- Personnel appropriations include the addition of two Detention Supervisors and related expenses.

Personnel

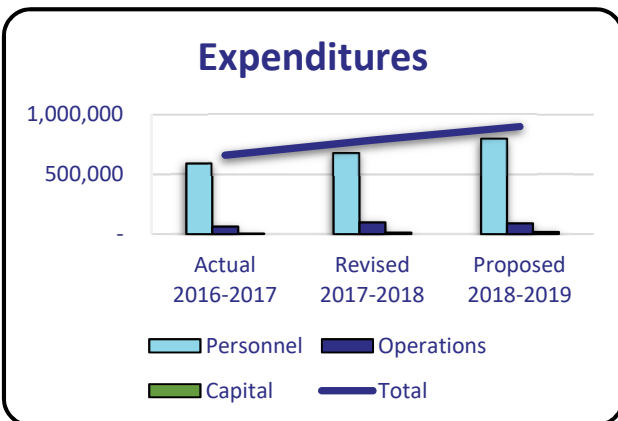
	Level	FY 2017	FY 2018	FY 2019
Detention Supervisor	141	2	2	4
Senior Detention Officer	131	3	4	4
Detention Officer	128	<u>13</u>	<u>12</u>	<u>12</u>
Total		18	18	20

### Core Services

The primary function of the Records Subdivision is management of the Department's records, which is done in accordance with the Texas State Library and Archives Commission. The Records Subdivision is also responsible for the processing and approval of reports; including the proper coding of crimes, in accordance with the Uniform Crime Reporting program, responding to other agency requests for information, expunging or restricting records pursuant to court order, and answering the main phones and staffing the reception area of the main lobby.

### Key Points Affecting Service, Performance, and Proposed Budget

- Public Information Requests, other agency requests, expunctions, and alarm permits continue to increase.
- As the population continues to grow and officers are added, there will be more requests for assistance, and additional reports will need to be generated.



### Expenditures - 13031315

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>592,152</b>	<b>676,762</b>	<b>794,733</b>
<b>Operations</b>	<b>63,738</b>	<b>96,939</b>	<b>88,944</b>
<b>Capital</b>	<b>5,491</b>	<b>13,037</b>	<b>17,000</b>
<b>Total</b>	<b>661,381</b>	<b>786,738</b>	<b>900,677</b>

### Major Budget Items

- Funding for a Senior Records Clerk and a Records Clerk and related expenditures has been included in the FY19 budget. The Senior Records Clerk will be focused on UCR/IBR processing and the Records Clerk will be assigned to Alarms.
- Operational funding has also been provided for Financial Tracking Software licenses and related equipment.

### Personnel

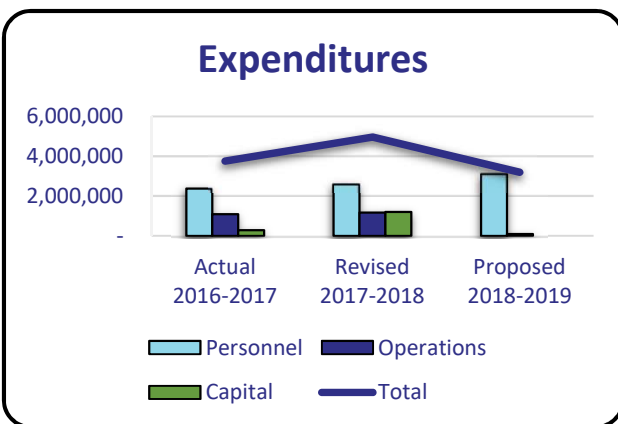
	Level	FY 2017	FY 2018	FY 2019
Records Manager	148	1	1	1
Records Supervisor	141	1	1	1
Open Records Coordinator	132	2	2	2
Senior Records Clerk	128	2	2	3
Records Clerk	120	3	4	5
<b>Total</b>		<b>9</b>	<b>10</b>	<b>12</b>

Core Services

The Communications Subdivision is comprised of one manager, three supervisors and thirty dispatchers who work three, 8-hour shifts to provide 24-hour coverage. Dispatchers are specially trained to handle all types of emergency and non-emergency calls. These calls can range from simple inquiries about police services to assisting in the administering of CPR during life-and-death situations. Dispatchers are responsible for answering all calls for service placed to the Frisco Communications Center for both police and fire service, as well as Frisco's Animal Control Division.

Key Points Affecting Service, Performance, and Proposed Budget

➤ As the City continues to grow, we will see an increased number of emergency and non-emergency calls for service which are handled via the Communication Subdivision. Additionally, as more fire stations are built, additional resources will need to be allocated to fire communications.



Expenditures - 13031317

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	2,379,611	2,591,905	3,105,204
Operations	1,081,166	1,166,463	86,791
Capital	289,143	1,204,187	-
<b>Total</b>	<b>3,749,920</b>	<b>4,962,555</b>	<b>3,191,995</b>

Major Budget Items

➤ FY19 will see the addition of three Communications Officers to staff a second NCIC position on three shifts.

➤ Expenses related to Radio Operations will now be in the newly created Radio Operations Division beginning in FY19. As part of this restructure, the following positions have been moved: 1 Radio Systems Manager, 1 Senior Radio Technician, and 1 Public Safety Equipment Technician.

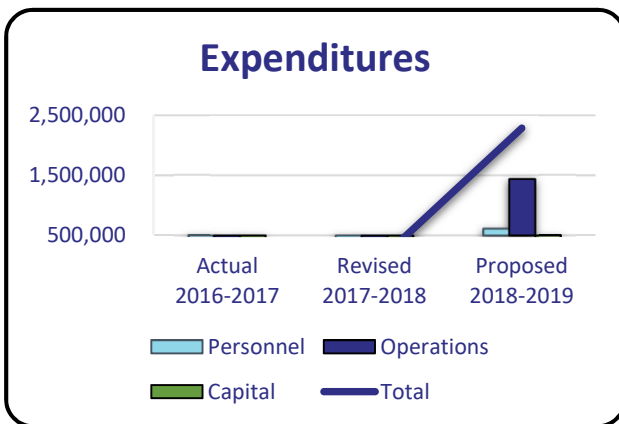
Personnel

	Level	FY 2017	FY 2018	FY 2019
Radio Systems Manager	-	1	1	-
Communications Manager	157	1	1	1
Senior Radio Technician	-	1	1	-
Communications Supervisor	141	3	3	3
Public Safety Equipment Technician	-	1	1	-
Dispatch Training Coordinator	134	1	1	1
Quality Assurance Coordinator	134	-	1	1
Senior Police Dispatcher	134	12	12	12
Dispatcher	131	15	18	21
<b>Total</b>		<b>35</b>	<b>39</b>	<b>39</b>

Core Services

Radio Operations provides technical support to all of Police, Fire and Public Works. This support includes technical support for mobile video, CAD, recording systems and general technical support for the entire Department.

Key Points Affecting Service, Performance, and Proposed Budget



Expenditures - 13031318

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	611,553
<b>Operations</b>	-	-	1,430,910
<b>Capital</b>	-	-	243,375
<b>Total</b>	-	-	2,285,838

Major Budget Items

- The following staff members have been relocated to this Sub-division beginning in FY19: Radio Systems Manager, Senior Radio Technician, and a Public Safety Equipment Technician from Communications; and 2 Public Service Officers from Patrol.
- Funding has been provided for the addition of a Public Safety Equipment Technician and related expenses.
- Capital funding of \$205,500 has been provided for the replacement of the Console Radios Backup System and the radio system microwave refresh. Operational funding is included for an upgrade of the HigherGround Logger Radio Traffic System.

Personnel

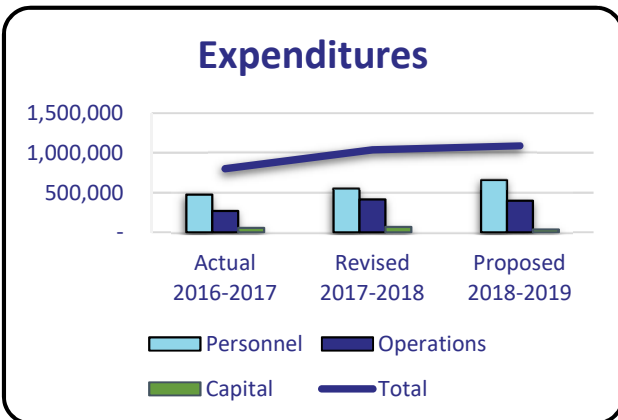
	Level	FY 2017	FY 2018	FY 2019
Radio Systems Manager	157	-	-	1
Senior Radio Technician	145	-	-	1
Public Safety Equipment Technician	137	-	-	2
Public Service Officer	124	-	-	2
<b>Total</b>		-	-	6

## Core Services

Animal Services delivers effective, courteous and responsive animal care and control services to the residents. Animal Services accomplishes the goals of protecting public safety and ensuring animal welfare through compassionate, responsive, professional enforcement of the laws and public policy.

## Key Points Affecting Service, Performance, and Proposed Budget

- The Division will provide education programs for residents on rabies, bite prevention, and other animal nuisances.



## Expenditures - 13031319

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>473,737</b>	<b>556,141</b>	<b>658,560</b>
<b>Operations</b>	<b>270,010</b>	<b>414,370</b>	<b>395,814</b>
<b>Capital</b>	<b>56,756</b>	<b>67,825</b>	<b>33,975</b>
<b>Total</b>	<b>800,503</b>	<b>1,038,336</b>	<b>1,088,349</b>

## Major Budget Items

- The FY19 budget provides for the replacement of a 2007 Ford F150. This unit will be replaced with a Half Ton Pick-up with a decked storage area.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Animal Services Manager</b>	<b>153</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Animal Services Supervisor</b>	<b>141</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Animal Services Officer</b>	<b>131</b>	<b>4</b>	<b>6</b>	<b>6</b>
<b>Total</b>		<b>6</b>	<b>8</b>	<b>8</b>

## Core Services

Patrol is the most visible and recognizable unit of the Police Department, operating 24 hours a day, 7 days a week, 365 days a year. Patrol officers are first responders who provide proactive police patrols, enforce federal, state, and local laws, traffic laws, and report offenses. In short, the Patrol Subdivision performs initial investigations of offenses and prevents or deters crimes through their presence and community involvement.

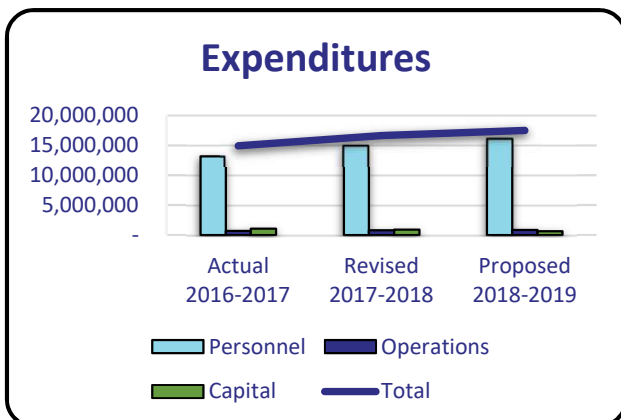
To effectively provide coverage throughout the City, Patrol utilizes four shifts responsible for different geographic regions of the City. The Patrol shifts work in 12-hour rotations with both day and night shift coverage.

Patrol is managed by eight watch commanders who are Lieutenants in rank and all report directly to the Operations Deputy Chief. Each watch commander has two to four Sergeants who report directly to them, with each Sergeant being responsible for one of the four geographic regions of the City.

Patrol also encompasses two K-9 Units and a four person Deployment Team that is responsible for "Hot Spot Policing" in response to areas that have seen spikes in crime. The deployment Team also focuses on Frisco's tourist areas to provide increased presence during events, and in areas where a high number of visitors or citizens gather (Stonebriar Mall, The Star, Frisco Square).

## Key Points Affecting Service, Performance, and Proposed Budget

- A total of 8 Patrol vehicles will be replaced based on mileage, repair history, and maintenance factors. There has been increased cost in the build of Police Tahoes based on the addition of extra protection for Officers (ballistic door panels) and lock boxes for Patrol Rifle/Heavy Vest storage.
- The Department currently staffs four sectors in the City with patrol coverage. Due to growth in the population, the Department currently has two Watch Commanders working on each shift with responsibilities split between the East and West side of the City.



## Expenditures - 13032321

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>13,165,442</b>	<b>14,945,750</b>	<b>16,067,562</b>
<b>Operations</b>	<b>689,355</b>	<b>789,922</b>	<b>825,830</b>
<b>Capital</b>	<b>1,067,768</b>	<b>911,343</b>	<b>611,176</b>
<b>Total</b>	<b>14,922,565</b>	<b>16,647,015</b>	<b>17,504,568</b>

## Major Budget Items

- Capital appropriations include the replacement of 8 patrol units consistent with the City policy for replacing squad vehicles.
- The Deputy Chief position has been relocated to Administration and 2 Public Safety Officers have been relocated to Radio Operations beginning in FY19.



**POLICE OPERATIONS****Patrol****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Deputy Chief	-	1	1	-
Lieutenant	A59	8	8	8
Sergeant	A52	17	17	17
Corporal	A43	14	14	14
Police Officer	A42	73	79	79
Senior Police Records Clerk	128	1	1	1
Police Service Assistant	126	1	1	1
Public Service Officer	-	<u>2</u>	<u>2</u>	<u>-</u>
Total		117	123	120

### Core Services

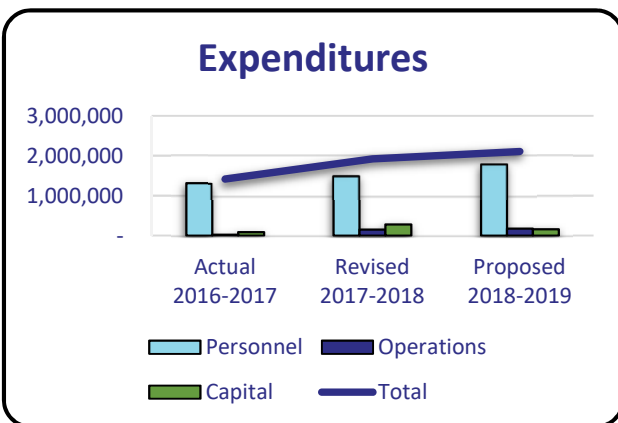
The Traffic Unit is the Department's specialized unit that focuses on traffic enforcement, accident investigation, commercial vehicle enforcement (CVE), and investigates and prosecutes hit and run accidents.

The unit is comprised of one Sergeant and ten Police Officers. Of the ten officers, six are assigned to the Motors Unit and utilize police-model Harley Davidson motorcycles for traffic enforcement. The Motor Unit also works several special events (Community Parade, 5k Runs) and conducts escorts within the city related to special events. The remaining four officers assigned to the unit work day and evening shift assignments utilizing the Chevrolet Tahoe patrol vehicle.

All of the personnel assigned to the Traffic Unit receive specialized, in-depth training into accident investigation and reconstruction. All of the officers have received training from the Texas Department of Public Safety on commercial vehicle enforcement.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ Staff are involved in administrative duties that includes STEP, Commercial Vehicle Enforcement, Accident Investigation, and Red Light Camera program.



### Expenditures - 13032322

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,309,272</b>	<b>1,496,069</b>	<b>1,781,850</b>
<b>Operations</b>	<b>22,246</b>	<b>148,609</b>	<b>169,799</b>
<b>Capital</b>	<b>84,718</b>	<b>273,799</b>	<b>155,394</b>
<b>Total</b>	<b>1,416,236</b>	<b>1,918,477</b>	<b>2,107,043</b>

### Major Budget Items

➤ Funding has been provided for a Traffic Lieutenant position. This Lieutenant position will allow the Traffic Unit to offer more continuity to planning for Special Events related to traffic issues. The Traffic Lieutenant will also allow the Unit to be more responsive to citizen traffic concerns and focus on analysis of crash data for more proactive enforcement.

➤ Capital appropriations include the replacement of 1 Tahoe to maintain the replacement schedule.

### Personnel

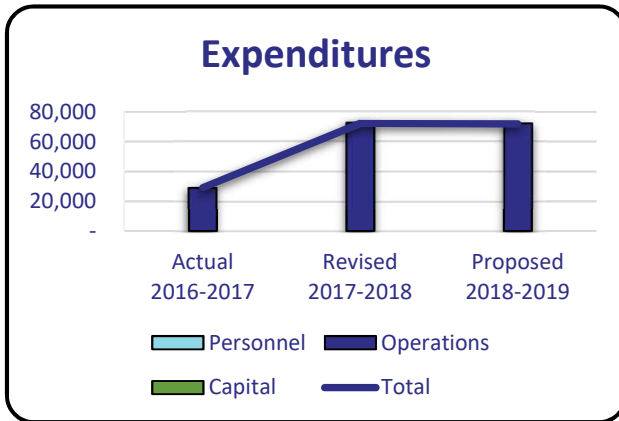
	Level	FY 2017	FY 2018	FY 2019
Lieutenant	A59	-	-	1
Sergeant	A52	1	1	1
Police Officer	A42	10	10	10
Parking Enforcement Officer	A36	-	1	1
<b>Total</b>		<b>11</b>	<b>12</b>	<b>13</b>

### Core Services

The Special Operations Unit (SOU) is a specially trained and equipped unit of the Department, staffed and prepared to address critical response situations. Consisting of three functional teams including the Tactical Operations Team, Crisis Negotiations Team, and Sniper Team. Members of SOU are called upon to address problems such as barricaded persons, hostage situations, and high-risk warrant service.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ Special Operations funds only the operating activities of the functional teams. These activities are performed by personnel in other Subdivisions in addition to their regular duties.



### Expenditures - 13032324

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	-	-
Operations	29,224	72,246	71,857
Capital	-	-	-
<b>Total</b>	<b>29,224</b>	<b>72,246</b>	<b>71,857</b>

### Major Budget Items

- In addition to ongoing routine operational expenditures, four Basic Uniform Sets for new members have been provided for along with money for SOU helmet cameras in the FY19 budget.
- An increase in training funds has been included for the Special Operation Unit based on new members being added to the team, as well as increases in training for venue/special event security. Training money has also been budgeted for a nationally recognized Command Module for the SOU Commander.

### Personnel

**Note: No positions are funded in this Subdivision.**

**Core Services**

The School Resource Officer (SRO) Subdivision is a partnership between the Frisco Police Department and the Frisco Independent School District (FISD). SRO's are full-time Frisco police officers assigned to all secondary schools within the FISD.

The SROs serve three fundamental functions in their role as a school resource officer:

1. Law Enforcement Officer
2. Teacher
3. Counselor

The primary purpose of the SRO program is the reduction and prevention of crimes committed by juveniles and young adults.

Additional goals of the program include: establishing a rapport with students, parents, faculty, staff, and administrators; creating and expanding programs with vision and creativity to increase student participation; presenting a positive image for students; and providing safety for students and others within the school district.

Through various educational programs, School Resource Officers expose youth to positive roles in law enforcement. These programs include Bedrooms Backpacks and Beyond, "It's Party Time", Shattered Dreams, and other activities.

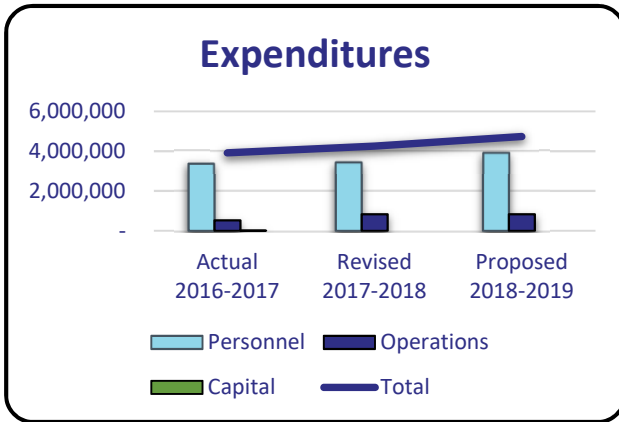
Increased teen awareness of traffic safety issues and responsibilities is a goal. Shattered Dreams is a two-day program designed to educate students, parents, and the community about the serious issue of underage drinking and driving, by providing a realistic experience and encouraging them to make positive choices. The Junior Police Academy (JPA) and Teen Police Academy (TPA) also stress this awareness. The JPA and TPA cadets learn the basic functions of a Police Department and have the opportunity to practice what they learn in practical exercises. Juvenile Impact Program (JIP) brings together law enforcement officers and corrections personnel in an attempt to divert area youth from future involvement with the criminal justice system. Law Enforcement personnel give firsthand accounts of the negative effects these youth might face if they continue to make poor decisions and participate in delinquent conduct. JIP impresses upon the participants that they must take responsibility for their actions.

**Key Points Affecting Service, Performance, and Proposed Budget**

- The City currently funds School Resource Officers for schools within the Frisco ISD District and the City's incorporated areas. Beginning in school year 2018-2019, two additional School Resource Officers will be added to cover the openings of a new high school (Memorial HS) and middle school (Lawler MS). The two positions are currently funded in the budget. There are a total of 15 Middle Schools, 10 High Schools and 2 Special Program Centers. The specialty centers include the Career and Technical Education Center and the Student Opportunity Center.
- The School Resource Officer program will continue to offer training that is approved by the National Association of School Resource Officers (NASRO). The NASRO is a not-for-profit organization created especially for school-based law enforcement officers, school administrators, and school security/safety professionals. Members work as partners to protect students, school faculty and staff and the schools they attend.

## POLICE INVESTIGATIONS

## School Resource Officer



### Expenditures - 13033332

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>3,376,614</b>	<b>3,431,410</b>	<b>3,893,208</b>
<b>Operations</b>	<b>519,597</b>	<b>830,927</b>	<b>836,265</b>
<b>Capital</b>	<b>17,094</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>3,913,305</b>	<b>4,262,337</b>	<b>4,729,473</b>

### Major Budget Items

- ➔ Funding of \$49,800 is being provided to equip all School Resource Officers with tasers in FY19.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
School Resource Officer Lieutenant	A59	1	1	1
School Resource Officer Sergeant	A52	3	3	3
School Resource Officer	A42	26	26	26
<b>Total</b>		<b>30</b>	<b>30</b>	<b>30</b>

## POLICE INVESTIGATIONS

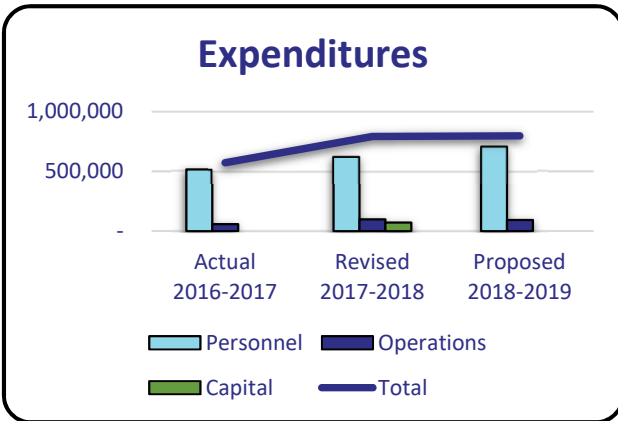
## Evidence and Property

### Core Services

The Property and Crime Scene Subdivision is responsible for the safe keeping and chain of control for all property that comes to the police department as evidence, recovered or found property. The Property room is responsible for receiving, maintaining, and purging property/evidence in an orderly and timely manner.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ This Subdivision is under the Investigations Bureau. Currently Evidence and Property is staffed with an Evidence and Property Manager, one Property Supervisor, three Criminalists, and two Property Technicians. In the last four years the volume of property handled by the property room has doubled. The amount of video evidence collected and processed for prosecution has also grown significantly due to the increased implementation of body worn cameras.



### Expenditures - 13033333

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	514,861	621,849	704,861
Operations	57,246	99,426	92,313
Capital	-	70,276	-
Total	572,107	791,551	797,174

### Major Budget Items

➤ FY18 Capital appropriations funded the upgrade of the NEC AFIS Upgrade required by Texas Department of Public Safety and also included a carry forward purchase order for approximately \$21,900. There are no major capital items for FY19.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Evidence and Property Manager	153	1	1	1
Evidence and Property Supervisor	141	-	1	1
Criminalist	139	2	4	4
Property and Evidence Technician	126	2	2	2
Crime Scene Technician	-	1	-	-
Total		6	8	8

### Core Services

The Criminal Investigations Subdivision (CID) is the investigative branch of the Police Department, performing all criminal investigations. CID works closely with both the Collin County and Denton County District Attorney's Offices to prosecute all criminal cases.

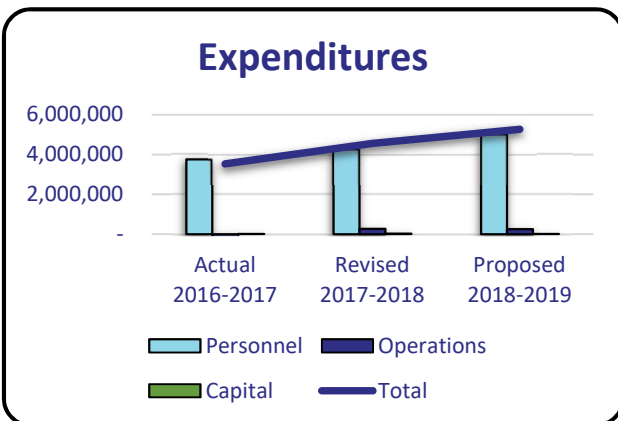
Detectives assigned to CID are police officers who have been specially selected and trained, and who must commit to a minimum of two years.

Once a case is received by CID, it is assigned to one of three investigative groups: Crimes Against Persons (CAPERS), Property Crimes, or the Special Investigations Unit (SIU). Cases are assigned based on the elements of the offense and the investigative focus required by the investigators.

The Crime Victim Advocates and the Grants Administrator have been relocated from the Services Bureau to the new Investigations Bureau.

### Key Points Affecting Service, Performance, and Proposed Budget

- Due to the increasing case loads and needs for services, three new positions are requested in the Investigations Unit. These positions include one detective, one crime victim advocate, and one senior records clerk. The growth of the unit is needed to keep up with the growth of the City and increasing demands on the unit.
- Currently two of the Crime Victim Advocates are funded through a grant that expires in September 2018.



### Expenditures - 13033336

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	3,752,937	4,275,194	5,010,723
Operations	(231,791)	266,093	248,110
Capital	5,698	18,375	13,450
Total	3,526,844	4,559,662	5,272,283

### Major Budget Items

- Personnel appropriations for FY19 include the addition of 1 Detective and 1 Senior Records Clerk.

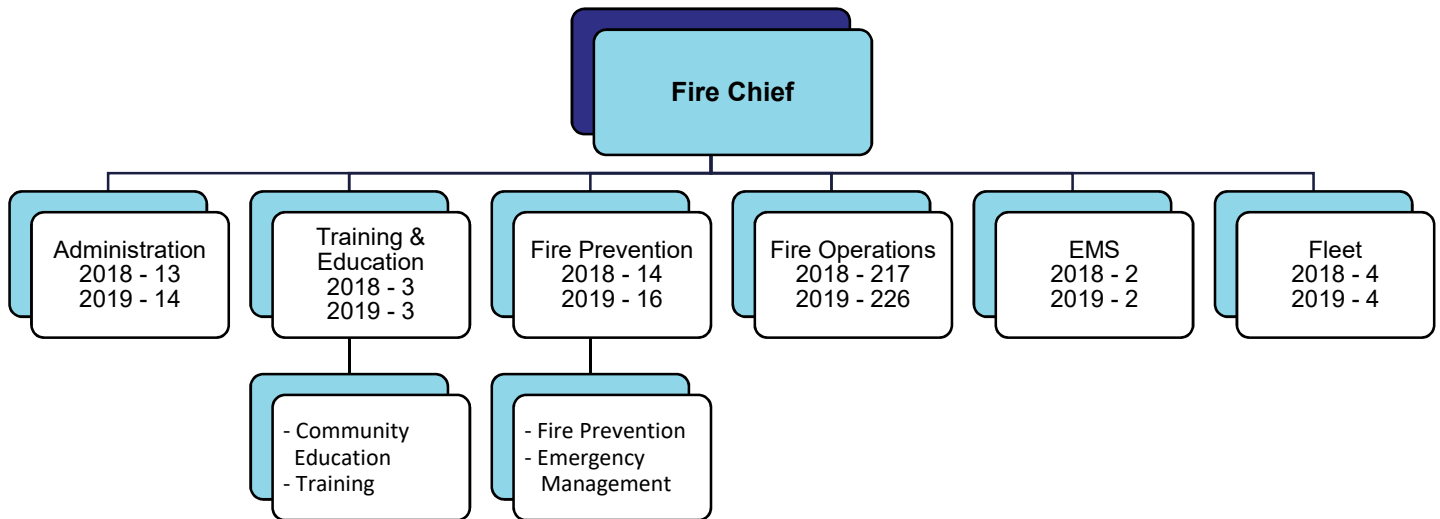
### Personnel

	Level	FY 2017	FY 2018	FY 2019
Lieutenant	A59	1	1	1
Sergeant	A52	4	4	4
Detective	A42	24	27	28
Special Investigator	A42	1	1	1
Victim Assistance and Grants Administrator	148	1	1	1
Victim Advocate	140	2	2	2
Senior Records Clerk	128	2	2	3
Total		35	38	40

# FIRE DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Committed to your health and safety through exceptional service.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 2,280,211	\$ 2,385,799	\$ 2,589,693	8.55%
Community Education	279,613	311,137	378,755	21.73%
Fire Training	320,761	379,222	515,312	35.89%
Fire Prevention	1,114,035	1,371,246	1,823,978	33.02%
Emergency Management	338,242	335,159	429,200	28.06%
Fire Operations	27,583,065	30,578,365	31,566,648	3.23%
Emergency Medical Services (EMS)	1,360,738	1,634,800	1,568,311	-4.07%
Fleet	1,113,673	1,356,580	1,558,020	14.85%
<b>Totals</b>	<b>\$ 34,390,338</b>	<b>\$ 38,352,308</b>	<b>\$ 40,429,917</b>	<b>5.42%</b>



# FIRE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
13534341 - Community Education						
✓	Increase citizen participation	Effective use of volunteers to supplement community education programming	Volunteer hours - Frisco Fire Safety Town	3,378	3,500	3,500
			Volunteer hours - Citizen Fire Academy alumni	1,038	1,100	1,100
📁	Prevention of fire related deaths in targeted populations	Minimize % change of fire deaths	% Change of fire deaths year to year	0%	0%	0%
✓		Population reached through fire prevention efforts	Total fire prevention contacts through Frisco Fire Safety Town, Clown Program and Outreach efforts	76,892	80,000	80,000
13534343 - Training						
📁	Enhanced core competencies and skills	Utilize state-of-the-art training techniques	Training hours of ISO training requirements	18 monthly per firefighter	20 monthly per firefighter	22 monthly per firefighter
			Hours of enhanced specialty training	14,000	14,350	14,700
13535351 - Emergency Management						
📁	Promotion of emergency and disaster preparedness	Accurately document disaster planning	Emergency Management Plan designation from State of Texas	Advanced	Advanced	Advanced
			Hazard Mitigation Plan	FEMA Approved	FEMA Approved	FEMA Approved
	Promotion of emergency and disaster preparedness	Population reached through fire prevention efforts	Public Outreach Activities	-	12%	12
	Notification of citizens pre-disaster	Maintain effective outdoor notification coverage of population	Percentage of citizens within effective radius of Outdoor Warning Sirens	89%	97%	97%

# FIRE DEPARTMENT



## City Council Strategic Focus Areas served by this Department -




## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Public Health & Safety, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
13536000 - Fire Operations						
	Protection of lives and property	Provide timely response to emergency calls	90% Fractile Response Times	8:15	8:07	8:00
	Achieve operational excellence	Provide adequate deployment	% of calls with 1st unit arrival within 5 minutes (Target 90%)	73%	75%	90%
			% of calls with 2nd unit arrival under 8 minutes (Target 90%)	90%	98%	90%
13537000 - Emergency Medical Services (EMS)						
	Protection of lives	Timely response to emergency calls	EMS response time average (Minutes)	6:24	5:59	6:00

## Strategic Focus Area: Infrastructure

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
13535000 - Fire Prevention						
✓	Achieve operational excellence	Facilitate quality development	No more than an average of 5 review days per submitted plan	9.7	8.6	5
			Total number of permits	1,266	1,548	1,500
		Maintain life safety and fire protection in existing businesses	Total number of Inspections	1,823	2,386	2,500
			Fires in non-residential properties/total structure fires	6 of 56	5 of 51	7 of 55
13539000 - Fleet Services						
	Build a successful organization	Proactive maintenance of emergency vehicles and equipment	Preventive maintenance meets industry standards	Met	Meet	Meet

# FIRE DEPARTMENT

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government

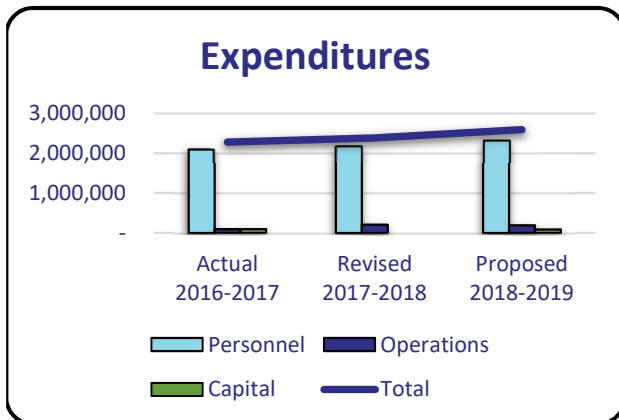
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>13510000 - Administration</b>						
📁	Protection of lives and property	Maintain or strive to achieve ISO PPC Rating of ISO Class-1	Maintain ISO Class-1 PPC Rating	ISO Class-1	ISO Class-1	ISO Class-1
	Firefighter Safety	Meet or exceed industry standards for personnel safety	Meet NFPA Standards related to Apparatus, PPE, and Facilities	Met	Meet	Meet
			Comply with NFPA 1500 Standard on Fire Department Occupational Safety and Health Program	N/A	Meet	Meet

## Core Services

To provide leadership, coordinate and accomplish the mission, goals and objectives of the Frisco Fire Department. In an effort to meet these expectations, Fire Administration provides policy governance for the department; develops and administers the Annual Budget and provides leadership and coordination with the City Council, the City Manager's Office and other City Departments, as well as coordinating with National, State and Local Agencies.

## Key Points Affecting Service, Performance, and Proposed Budget

- ➔ The Department continues to see increased call volumes year over year. In FY18, the Department has experienced a 11.65% increase in call volume over the same period in FY17. Current projections are anticipating a 10% increase for FY19 from the FY18 totals.
- ➔ The Department has accomplished a major step forward in establishing a full-time Health and Safety Program. Program development is anticipated to continue during FY19.
- ➔ The Department continues to see significant demands placed on Administrative personnel with Services and Support provided to 226 sworn positions. This number is projected to increase further in the next five (5) year period.



## Expenditures - 13510000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	2,094,199	2,176,070	2,318,882
Operations	95,156	209,729	188,633
Capital	90,856	-	82,178
<b>Total</b>	<b>2,280,211</b>	<b>2,385,799</b>	<b>2,589,693</b>

## Major Budget Items

- ➔ Funding of approximately \$58,000 has been provided for continued software maintenance and support for vital software applications utilized by the Fire Department.
- ➔ Appropriations are provided for the addition of a 4th Battalion Chief and related expenses which include a vehicle. This position will be responsible for facility maintenance coordination, special events coordination, and the Department's capital improvement program.

**FIRE ADMINISTRATION****Administration****Personnel**

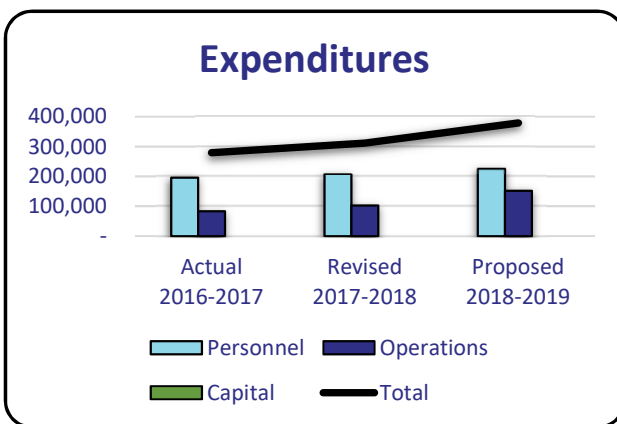
	Level	FY 2017	FY 2018	FY 2019
Fire Chief	210	1	1	1
Assistant Chief	67	2	2	2
Operational Deputy Chief	63	1	1	1
Deputy Chief of Support Services	63	1	1	1
Battalion Chief	59	1	3	4
Captain	-	1	-	-
Professional Standards Coordinator / Fire Investigator	A42	1	1	1
Firefighter / EMT	-	1	-	-
Strategic Services Manager	153	1	1	1
Office Manager	135	1	1	1
Administrative Supervisor	133	-	1	1
Senior Administrative Assistant	-	1	-	-
Administrative Secretary	120	1	1	1
Total		13	13	14

## Core Services

To develop and implement premier fire and life safety education for the residents and guests of the City of Frisco.

## Key Points Affecting Service, Performance, and Proposed Budget

- The Frisco Fire Department Community Education Division is responsible for community risk reduction for all residents in the City of Frisco. By having a facility designated for education such as Frisco Fire Safety Town, the residents are learning how to reduce injuries and prepare for emergencies while having fun in an innovative manner. Frisco Firefighters educate Frisco Independent School District (FISD) students (and students from surrounding areas) on various safety lessons such as how to call 911, motor vehicle and pedestrian safety, fire safety, severe weather safety and disaster preparation. Each October, Frisco Fire Clowns teach safety messages to FISD students on various hot topics in a fun and entertaining format.
- During Junior Citizens Fire Academy, teenagers are able to attend a summer camp at the Fire Department to learn about what it takes to be a firefighter. They also have an opportunity to attend a program to learn about sports safety, using a fire extinguisher and babysitter safety at Frisco Fire Safety Town. Frisco firefighters also attend FISD middle school career days to educate the youth about firefighting as a future career.
- The Community Education Division also conducts programs for adults and senior adults. There are monthly CPR / AED and fire extinguisher trainings at select fire stations that are taught by a firefighter. Water safety campaigns are conducted during the summer to educate on drowning prevention. Citizen's Fire Academy (CFA) and Community Emergency Response Team (CERT) programs are conducted throughout the year. The Fire Department also has a program for senior adults to learn more about how to prevent injuries, severe weather preparedness and fire safety. This program is taught within the senior adults geographic community. Educational materials are available on the Frisco Fire Safety Town website and at all community events.



## Expenditures - 13534341

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>195,880</b>	<b>208,225</b>	<b>226,547</b>
<b>Operations</b>	<b>83,733</b>	<b>102,912</b>	<b>152,208</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>279,613</b>	<b>311,137</b>	<b>378,755</b>

## Major Budget Items

- Operational funding continues for Community Education promotional and educational materials, items for all community safety fairs and events, FISD educational programs and City events. Funding is also provided for the maintenance of the battery operated jeeps, helmets and bicycles.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Community Education Coordinator</b>	<b>141</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Fire Safety Educator (1 PT, 1 FT)</b>	<b>136</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>

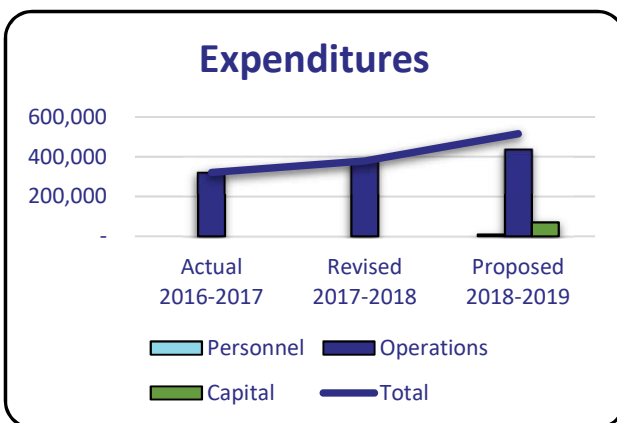
## Core Services

The Frisco Fire Department Training Division is responsible for a broad spectrum of training and educational activities that the Department conducts, sanctions and sponsors. The Department maintains a strong commitment to providing quality educational opportunities for all personnel. The Training Division continues to prepare our Department staff to serve our community in the most efficient and effective manner possible. The Training Division will deliver high-quality training and education with an emphasis on continued improvement of customer service delivery, operational effectiveness, safety, risk management and personal / professional development.

Focused training in Live Fire-environments continues to develop the Department's personnel into a highly trained and motivated team. With the addition of the Public Safety Training Center, Phase 1 (anticipated to be put into service in June 2019) Department personnel will not have to travel outside of the City as often to perform hands-on training for live fire evolutions, special operations, command and control evolutions and many other focused areas that will assist the Department in providing service with best practices to the residents and visitors of Frisco. Marked improvement in areas of patient care have been noted due to the addition of the SIMLAB, a mobile patient simulator that provides hands-on training with realistic, practical training experience.

## Key Points Affecting Service, Performance, and Proposed Budget

➔ Operational expenditures have increased in relation to the number of firefighters, supplemental training to address the increasing complexity of structures, and revisions to the amount of training required to meet State Certifications.



## Expenditures - 13534343

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	9,435
<b>Operations</b>	320,761	379,222	435,027
<b>Capital</b>	-	-	70,850
<b>Total</b>	<b>320,761</b>	<b>379,222</b>	<b>515,312</b>

## Major Budget Items

➔ Capital appropriations of \$70,850 are provided for 10 Self Contained Breathing Apparatus with Cylinders for the Public Safety Training Center - Phase I.

## Personnel

**Note: No positions are funded in this Subdivision.**

# FIRE PREVENTION

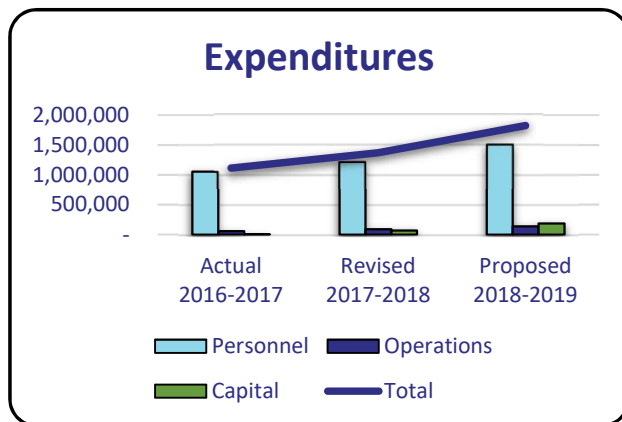
# Fire Prevention

## Core Services

The Fire Prevention Subdivision provides a variety of services including: investigation into the cause and origin of all fires, review of development site plans and fire protection system plans for new construction, annual inspection of existing businesses, criminal investigations and prosecution of fire-related crimes as well as research and development of fire and life safety codes and ordinances to protect the lives and property of all those who live, work or visit the City of Frisco.

## Key Points Affecting Service, Performance, and Proposed Budget

- ➔ The Fire Marshal's Office currently reviews development infrastructure, fire alarm and protection system plans for new and existing developments. It is a continuing effort to be efficient, accurate and timely with these reviews and the department strives to find ways to reduce turnaround. Recent increases in development applications and projects have increased the workload in the office.
- ➔ In the 81st Texas Legislative Session, HB 3866 was passed by the Legislature and went into effect September 1, 2009. HB 3866 applies to fire code inspections conducted after September 1, 2011. As such, state law now requires that anyone enforcing a fire code or an ordinance related to fire codes adopted by law or ordinance by a state, county or local government entity, must be a Certified Fire Inspector by the Texas Commission on Fire Protection. While this currently applies only to facilities which require licensure inspection by State or local entities, it is likely this will continue to expand to inspections of all public accessible facilities in the future.



## Expenditures - 13535000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,052,500	1,213,821	1,499,992
Operations	56,815	87,103	137,823
Capital	4,720	70,322	186,163
Total	1,114,035	1,371,246	1,823,978

## Major Budget Items

- ➔ Funding has been provided for the addition of an EOD K9/Fire Investigator position and related operational expenses. A vehicle, K9, shelter and other operational items are being purchased with grant funding.
- ➔ Funding has been provided for an additional Fire Inspector position and related operational expenses. This request includes funding for the purchase of 1-vehicle to support this new position. Capital appropriations also include a vehicle to be used by the Fire Marshal.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Fire Marshal	A59	1	1	1
Fire Captain	A56	1	1	1
Senior Fire Protection Engineer	159	1	1	1
EOD K9 / Fire Investigator	A42	-	-	1
Fire Protection Engineering Associate	143	1	1	1
Fire Inspector	142	5	7	8
Administrative Assistant	124	1	1	1
<b>Total</b>		<b>10</b>	<b>12</b>	<b>14</b>



## Core Services

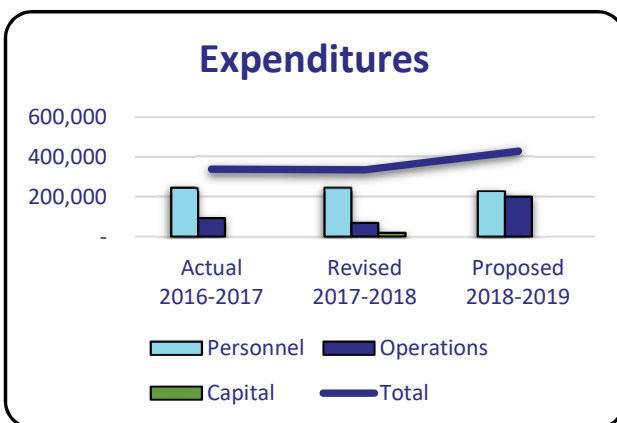
Emergency Management develops and coordinates the City's Emergency Management Plan (EMP), providing basic general guidance for emergency management activities and an overview of the City's methods of mitigation, preparedness, response and recovery. The plan describes the City's emergency response organization and assigns responsibilities for various emergency tasks. The plan is intended to provide a framework for more specific functional annexes that describe in detail "who does what, when and how." The EMP applies to all local officials, departments and agencies. Emergency Management also promotes emergency/disaster preparedness through public education activities at health/safety fairs, City events, and civic group meetings.

The City of Frisco maintains a high-level Emergency Operations Center (EOC), which includes state-of-the-art technology. The EOC receives vital information from local TV, cable channels, area public safety departments and an advanced weather monitoring service. Within the EOC, staff has multiple communication capabilities.

During major events, the EOC serves as a gathering point for City officials and other decision makers who utilize the EMP to ensure the safety of our residents.

## Key Points Affecting Service, Performance, and Proposed Budget

- As the Emergency Management Coordinator for the City, reviewing and updating the EMP falls within the scope of the Fire Department. Of the three (3) rating levels approved by the State of Texas, the City of Frisco EMP maintains the highest level (Advanced).
- The Fire Department has also made a conscious effort to integrate into statewide disaster programs and responses to further train/broaden the Fire Department personnel to disaster experience.
- The Fire Department has previously partnered with the County to establish a Hazard Mitigation Plan. Completion and Federal approval of this plan has met criteria for certain federally funded grant requirements. This plan is established above and beyond State requirements and is not common in many municipalities. A Frisco-specific annex has been completed and incorporated into the Collin County Hazard Mitigation Plan.



## Expenditures - 13535351

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>245,064</b>	<b>246,924</b>	<b>229,533</b>
<b>Operations</b>	<b>93,178</b>	<b>68,968</b>	<b>199,667</b>
<b>Capital</b>	<b>-</b>	<b>19,267</b>	<b>-</b>
<b>Total</b>	<b>338,242</b>	<b>335,159</b>	<b>429,200</b>

## Major Budget Items

- Operational funding is provided for the operations and maintenance of the Emergency Operations Center, the City's Outdoor Warning System (OWS) (including software, hardware, audio-visual, equipment and technical support services) and the City's Emergency Management program.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Deputy Emergency Management Coordinator</b>	<b>163</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Emergency Management Analyst</b>	<b>140</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

**Core Services**

The Frisco Fire Department has developed and trained a dedicated group of professionals who provide fire and rescue services to the residents of Frisco. The Fire Department places a priority on the safety of firefighters and Department staff and maintains a state-of-the-art health and welfare program, as well as safety training intending to incorporate this priority into all emergency and non-emergency situations.

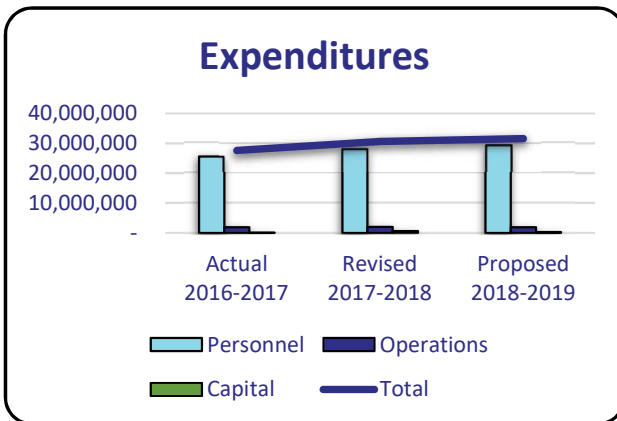
The Department includes eight stations. The firefighter's shift structure includes working 24 hours, which is followed by 48 hours off-duty. There are three shifts, named A, B and C Shifts. A group of firefighters, assigned to a particular fire engine, fire truck, medic (ambulance) or special operations unit make up a Company. Each fire station has a unique compliment of personnel and apparatus.

**Key Points Affecting Service, Performance, and Proposed Budget**

- ➡ To meet the City Council's Strategic Focus Area, Public Health and Safety, the Fire Department will continue to maintain and enhance fire protection services through the provision of fire protection coverage that results in an Insurance Services Office Inc. (ISO) Public Protection Classification (PPC) rating of Superior (ISO Class-1). The ISO PPC program provides important, up to date information about municipal fire protection services by collecting information about the quality of public fire protection in fire districts across the country. In each of those fire districts, ISO evaluates all of the relevant data and assigns a PPC rating from ISO Class-1 to ISO Class-10. In this rating classification system, ISO Class-1 is the best; ISO Class-10 needs the most improvement. The ISO has provided rating classifications for 2,840 fire departments in the State of Texas and 43,094 fire departments in the United States. The ISO rating measures performance in fire alarm and communications systems (including telephone systems, telephone lines, staff and dispatching systems), the water supply system (including condition/maintenance of hydrants and the evaluation of the amount of water supply compared with amount needed to suppress fire) and the fire department (including equipment, staffing, training and geographic distribution of fire companies), which totals 50% of the overall evaluation score. The Frisco Fire Department currently enjoys an ISO Class-1 rating, one of fifty-two (52) departments in the State of Texas and one of three hundred five (305) Departments in the United States.
- ➡ The Fire Department currently operates the following apparatus 24-hours a day, 7-days a week: Eight (8) engine companies, three (3) fire truck companies, one (1) heavy rescue company, one (1) Fire / EMS squad unit, seven (7) medics (ambulances), two (2) Battalion Chiefs, one (1) safety officer and a Hazardous Materials Team. An additional ambulance was placed into service in FY 2018 to address the increasing EMS call volume in the City.
- ➡ The Frisco Fire Department's intent is to consistently maintain timely response to emergency calls, and has established as a goal a maximum response time of seven minutes for emergency calls from time call received to arrival on scene.

## FIRE SUPPRESSION

## Fire Operations



### Expenditures - 13536000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>25,581,816</b>	<b>28,012,011</b>	<b>29,378,943</b>
<b>Operations</b>	<b>1,937,921</b>	<b>1,951,971</b>	<b>1,909,687</b>
<b>Capital</b>	<b>63,328</b>	<b>614,383</b>	<b>278,018</b>
<b>Total</b>	<b>27,583,065</b>	<b>30,578,365</b>	<b>31,566,648</b>

### Major Budget Items

- ➔ Capital appropriations for FY19 include the maintenance and replacement of Motorola Mobile and Portable Radios, a replacement generator at Fire Station No. 4 and the replacement of 2-Fire Department utility vehicles that have reached the end of their recommended service life.
- ➔ Capital funds have been provided to add electronic card reader access to 2-Fire Stations (Fire Station No. 4 and Fire Station No. 5) in order to enhance security.
- ➔ The Department has been awarded a Federal FY17 SAFER Program Grant Application for 9-firefighter positions. The City's cost sharing allocations required under the SAFER Grant Program have been requested for funding in FY19.
- ➔ The Division has been authorized for 20 part-time firefighter positions specifically related to special events within the City. The costs associated with the positions will be to provide training.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Battalion Chief</b>	<b>59</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Captain / Paramedic</b>	<b>56</b>	<b>27</b>	<b>27</b>	<b>30</b>
<b>Lieutenant / Paramedic</b>	<b>50</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>Firefighter / Paramedic</b>	<b>45</b>	<b>112</b>	<b>125</b>	<b>130</b>
<b>Field Incident Technician</b>	<b>36</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Firefighter / EMT</b>	<b>36</b>	<b>34</b>	<b>38</b>	<b>39</b>
<b>Firefighter / Special Events (PT)**</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>20</b>
<b>Fire Incident Safety Officer</b>	<b>36</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Fire Safety Equipment Technician</b>	<b>137</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Administrative Assistant</b>	<b>124</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Administrative Secretary</b>	<b>120</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>198</b>	<b>217</b>	<b>246</b>

\*\* Firefighter / Special Events (PT) are not counted in the employee totals.

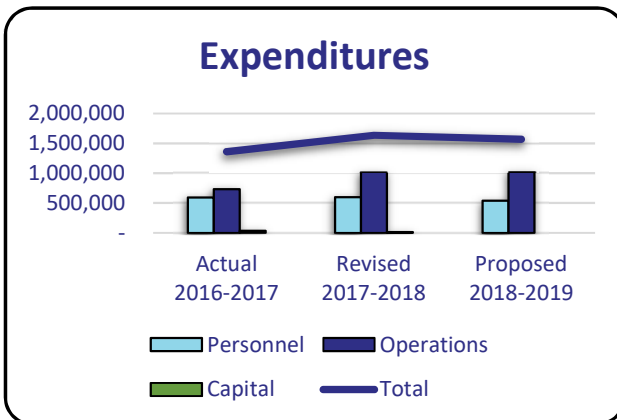
**Core Services**

The Frisco Fire Department has developed and trained a dedicated group of professionals who provide emergency and non-emergency medical services to the Citizens of Frisco.

**Key Points Affecting Service, Performance, and Proposed Budget**

➔ Emergency Medical Services (EMS) continues to enhance prehospital medical service capabilities through a continuous process of research, quality improvement and through the implementation of best practices. The Department strives to maximize pre-hospital treatment capabilities through training and education to expand the capabilities of the paramedics and EMTs that provide emergency medical services. The Department embraces the role of technology in the delivery of emergency medical services and is committed to providing its members with state-of-the-art equipment to perform advanced procedures in the pre-hospital setting. The Department also recognizes the hazards associated with the delivery of emergency medical services and places the highest priority on employee health by providing education, personal protective equipment (PPE), access to vaccination and annual physicals.

➔ Frisco Fire Department's intent is to continually maintain timely response to emergency calls, and has established as a goal a maximum response time of seven minutes for emergency calls from time call received to first unit arrival.



**Expenditures - 13537000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	591,011	596,182	537,342
Operations	734,037	1,024,967	1,030,969
Capital	35,690	13,651	-
<b>Total</b>	<b>1,360,738</b>	<b>1,634,800</b>	<b>1,568,311</b>

**Major Budget Items**

➔ Approximately 57% of the Operational expenses in this division are to fund medical equipment/maintenance, protective gear, and medical supplies for all emergency apparatus.

**Personnel**

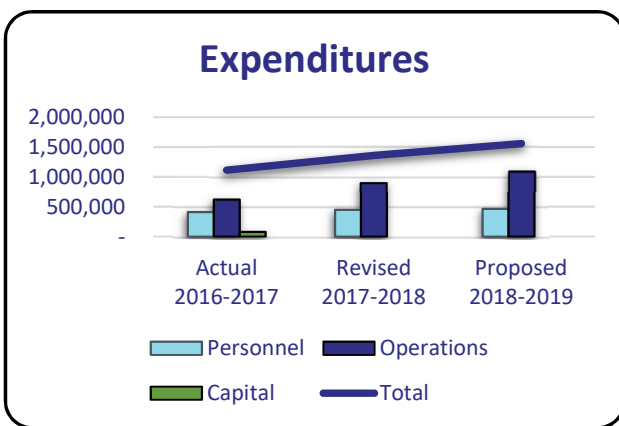
	Level	FY 2017	FY 2018	FY 2019
Battalion Chief of EMS	59	1	1	1
Captain	56	1	1	1
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

## Core Services

Fleet Services is responsible for maintaining the Frisco Fire Department fleet in order to achieve a consistent state of readiness to respond to fire, medical and non-fire related emergencies. Fleet Services also assesses the future capital needs of the Department in relation to apparatus, various equipment and facilities-related items.

## Key Points Affecting Service, Performance, and Proposed Budget

➤ The Frisco Fire Department currently has two (2) Certified Emergency Vehicle Technicians (EVT) who do a majority of all emergency vehicle maintenance at the Fire Department Fleet Facility adjacent to Central Fire Station on Tomlin Drive. The Fire Department continues to meet stringent preventative maintenance standards for emergency vehicles and equipment. Through a quality fleet management program, the emergency vehicles and equipment are maintained for both the safety of the firefighters which ultimately yields a longer service life.



## Expenditures - 13539000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	413,159	448,430	461,626
Operations	622,249	908,150	1,096,394
Capital	78,265	-	-
<b>Total</b>	<b>1,113,673</b>	<b>1,356,580</b>	<b>1,558,020</b>

## Major Budget Items

➤ One of the challenges currently facing the Department is the overall aging of the fleet. Included in the FY19 appropriation is funding for replacement/rebuilds of apparatus engines, transmissions, pumps and hydraulic generators. This funding will ensure a quick, efficient response to emergency situations and minimize downtime of apparatus.

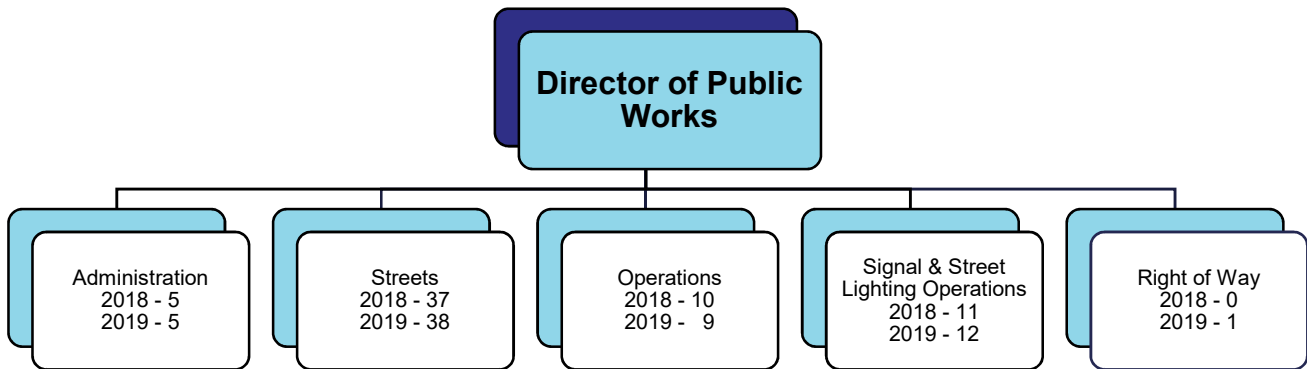
## Personnel

	Level	FY 2017	FY 2018	FY 2019
Fleet Services Manager	147	1	1	1
Emergency Vehicle Technician	135	2	2	2
Inventory Specialist	126	1	1	1
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>

# PUBLIC WORKS DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Maintain street and traffic safety through the street improvement program, drainage work, sidewalk and curb repair, and pothole repair. Operate and maintain a safe and efficient transportation system for the City of Frisco. Provide for the electrical costs associated with providing street lights and traffic signals within the City limits.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ -	\$ 588,286	\$ 652,352	10.89%
Streets	5,351,521	6,615,418	6,941,307	4.93%
Traffic Control	-	1,494,157	1,642,639	9.94%
Signal & Street Lighting Operations	1,681,817	4,487,723	3,585,719	-20.10%
Right of Way	-	-	59,046	N/A
<b>Totals</b>	<b>\$ 7,033,338</b>	<b>\$ 13,185,584</b>	<b>\$ 12,881,063</b>	<b>-2.31%</b>

# PUBLIC WORKS

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Public Health & Safety, Sustainable City, and Civic Involvement

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>14010000 - Administration</b>						
✓	Public Works Accreditation	Improve employee productivity and customer satisfaction	Complete BMPs in the APWA accreditation manual (1.5 year project)	N/A	50%	100%
	Preparedness & Public Safety	Supervisor /Supts. become familiar with basic NIMS procedures	Complete NIMS courses ICS-300 and ICS-400	N/A	100%	100%
	Safety	Improve Safety Awareness	8 Divisions meet monthly separately to discuss safety issues / concerns related to their particular tasks and operations	N/A	100%	100%
📁	Safety	All Public Works Operators of backhoes receive training	(For 2019) backhoe training for new Operator I promotions	N/A	16 employees	10 employees
⌚	Efficiency	All Public Works vehicles comply with idle time policy	Each division meet goal of 15% idle time or less	N/A	N/A	15% or less per division
<b>14041000 - Streets</b>						
✓	Maintain existing infrastructure	Provide safe sidewalks and walkways for pedestrians	Length of time between customer request and repair	5.5 months	2.5 months	2.5 months
		Improve Asphalt Streets	Resurface/Rebuild at least 5% of HMAC lane miles annually	11.3%	8.3%	11.3%
		Repair Street and Alley Failures	Cubic yards of concrete poured	2,395	2,000	2,300
📁		Recondition existing Asphalt Streets	Number of Asphalt Streets Resurfaced	7	6	5

## PUBLIC WORKS

### City Council Strategic Focus Areas served by this Department -



### Strategic Focus Area: Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>14047000 - Traffic Control</b>						
✓	Provide a safe driving environment through adequate signage	Make sure signs meet minimum retro reflectivity levels	Traffic signs produced and installed for replacements or new installs	5,465	5,200	5,500
📁	Provide safe school zones	Provide necessary traffic control signs and markings for safe pedestrian travel in school zones	Refurbish or re-locate all school zone markers	54 (186 Total)	50 (196 Total)	55 (200 Total)
📁	Effective communication with the public	Help manage traffic during special events and provide public service messages	Staff hours spent setting up message boards	213	350	350
✓	Provide a safe driving environment through adequate striping	Restripe intersections once every 3 years, restripe mid-block arterials once every 4 years	Miles of new or refreshed striping installed	14	22	18

### Strategic Focus Area: Infrastructure and Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>14048000 - Street Lighting &amp; Signal Control</b>						
📁	Ensure proper operation of school zone flashers and speed boards	Complete scheduled maintenance & trouble call repairs	School zone flashers maintenance/repair visits	192	271	225
	Ensure proper operation of signal equipment	Complete scheduled maintenance & trouble call repairs	Traffic signal maintenance/repair visits	1,040	1,235	1,270
	Ensure proper installation of street lights	Complete scheduled maintenance & trouble call repairs	Operational fixtures maintained	96% of 6,421 fixtures	97% of 6,613 fixtures	98% of 7,362 fixtures
	Effective communication with the public	Help manage traffic during special events and provide public service messages	Staff hours spent setting up message boards	80	25	25
✓	Provide safe and efficient driving environment	Install new school zone flashers	School zone flashers installed	12	12	6
			Training sessions offered to City staff	38	39	35

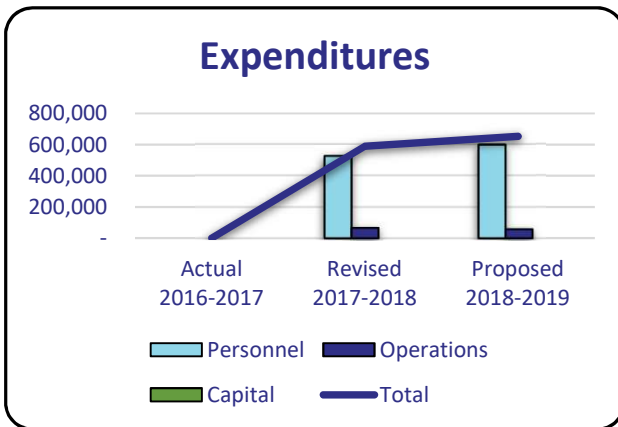


**Core Services**

The Administration Division is responsible for activities and projects within the Public Works Department that address safety operations, emergency management and disaster preparedness programs, training and other organizational processes, policies and procedures.

**Key Points Affecting Service, Performance, and Proposed Budget**

➡ The Business Analyst is the lead charged with accomplishing a department self-assessment to evaluate and improve business processes that lead to the American Public Works Association National Accreditation. The process of addressing deficiencies and/or improvements in best management practices can affect appropriation requirements in the various Public Works Divisions.



**Expenditures - 14010000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	523,417	594,714
<b>Operations</b>	-	64,869	57,638
<b>Capital</b>	-	-	-
<b>Total</b>	-	588,286	652,352

**Major Budget Items**

➡ Personnel, continuing education, and support are key expenditures in this Division.

**Personnel**

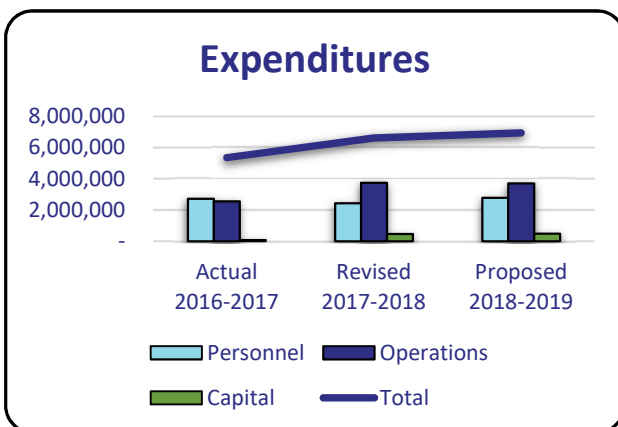
	Level	FY 2017	FY 2018	FY 2019
<b>Asst Director of Public Works Operations</b>	204	-	1	1
<b>Business Analyst</b>	154	-	1	1
<b>Office Manager</b>	135	-	1	1
<b>Administrative Supervisor</b>	133	-	1	1
<b>Data Entry Clerk</b>	120	-	1	1
<b>Total</b>		-	5	5

### Core Services

The Streets Division is responsible for the repair and maintenance of streets, sidewalks, and alleys. The Division rebuilds asphalt streets, makes minor concrete street and alley repairs, builds and repairs sections of sidewalk and curbs, and sands driving surfaces during icy weather.

### Key Points Affecting Service, Performance, and Proposed Budget

- In this Division, sidewalk, roadway repair, replacement, and maintenance, and other street-related materials account for approximately 86% of FY19 operations appropriations. Changes in program requirements for street-related repair or replacement will directly impact appropriation requirements.
- The Division has generated a pavement preservation program that addresses a comprehensive set of maintenance and repair best management practices, and promotes more cost-effective techniques to extend the life of pavement. Subsequently, this reduces the need for expensive rehab/replacement projects prematurely.
- The Streets Division has an employee on-call, 24 hours-a day, 7 days a week, 365 days a year.



### Expenditures - 14041000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	2,718,635	2,419,163	2,773,564
Operations	2,554,285	3,732,082	3,693,853
Capital	<u>78,601</u>	<u>464,173</u>	<u>473,890</u>
<b>Total</b>	<b>5,351,521</b>	<b>6,615,418</b>	<b>6,941,307</b>

### Major Budget Items

- Operational funding includes appropriations for the addition of a Public Works Maintenance Engineer and related expenses.
- Operational funding includes \$750,000 for the Joint Seal Replacement contract.
- Capital funding of \$435,325 has been provided for the replacement of the following equipment: Two Sander Trucks, Portable Light Tower, Haul Trailer, Arrow Board, Concrete Saw, 12-Yard Dump Truck, 6-Yard Dump Truck, and a 2008 Ford F-350 truck. In addition, funding has been provided for an additional Pickup that will be assigned to the Construction Engineer.

**PUBLIC WORKS****Streets****Personnel**

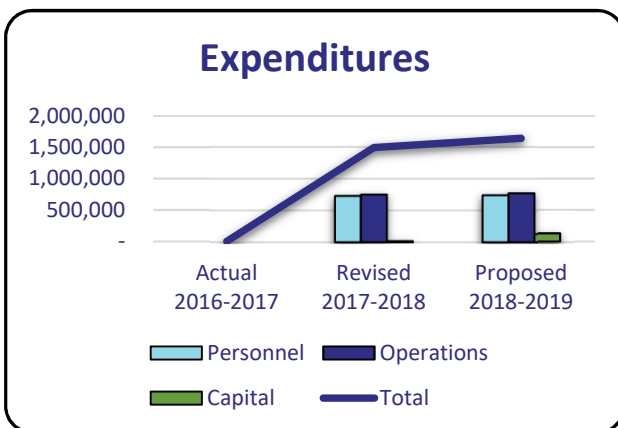
	Level	FY 2017	FY 2018	FY 2019
Asst Director of Public Works Operations	-	1	-	-
Business Analyst	-	1	-	-
Public Works Maintenance Engineer	159	-	-	1
Street Superintendent	153	1	1	1
Street Supervisor	143	3	3	3
Construction Inspector	136	1	2	2
Office Manager	-	1	-	-
Crew Leader	131	8	8	8
Senior Administrative Assistant	-	1	-	-
Equipment Operator I/II	123/125	13	14	14
Maintenance Worker	118	9	9	9
Total		39	37	38

### Core Services

Public Works Traffic Control Operations Division's responsibility includes the fabrication, installation and maintenance of all signs, fabrication of vehicle logos, and maintenance of pavement markings on City streets.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ The Operations Division was reassigned from the Engineering Department effective October 1, 2017.
- ➔ To standardize signs within the City and to take advantage of economies of scale, the City maintains its own sign shop.
- ➔ 36% of this Division's FY19 Operations budget (\$275,000) is for replacement signs and pavement marking materials. Changes in materials expenditures or requirements for street sign or pavement marking quality will affect budget appropriation levels.



### Expenditures - 14047000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	728,561	741,209
Operations	-	749,671	774,191
Capital	-	15,925	127,239
<b>Total</b>	-	<b>1,494,157</b>	<b>1,642,639</b>

### Major Budget Items

- ➔ Capital funding of \$127,239 is included for the replacement of 1 Gooseneck Light Pole Trailer, 2 Signal Message Boards, a Summa Sign Printer, and 1 Ford F-350.
- ➔ ROW Coordinator has been moved to the newly created ROW Division in Fund 100 for FY19.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Signs and Marking Supervisor	143	-	1	1
Sign Shop Coordinator	138	-	1	1
ROW Coordinator	-	-	1	-
Senior Signs and Marking Technician	132	-	3	3
Signal Technician I	128	-	1	1
Signs and Marking Technician	118	-	3	3
<b>Total</b>		-	<b>10</b>	<b>9</b>

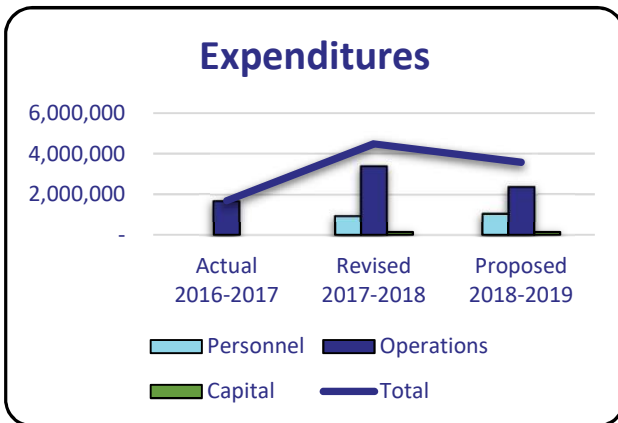
### Core Services

The Street Lighting Operations Division is responsible for the maintenance, installation, and construction inspection of all traffic signals, street lights, school zone flashers and radar speed boards in operation within the City of Frisco. Our goal is to ensure that the Division's assets are operating properly 24/7, 7 days a week to provide the highest quality infrastructure and level of service for present and future Frisco residents. This Division also provides for the electrical expenditures associated with providing street lights and traffic signals within the City Limits.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ Staff from the this division periodically scan designated areas at night to ensure street lights are working. If outages are noticed (or a resident reports an outage), a work order is prepared and the City (or resident) works with the electric provider to get the light fixed.
- ➔ Staff from the this division periodically scan designated areas at night to ensure that the existing street signs are reflective for good visibility at night. Nonreflective signs are noted in a spreadsheet, a work order is prepared to fabricate a new sign and then replaced in the field by the Traffic Control Division.
- ➔ Number of Street Lights:

	FY 2017	FY 2018	FY 2019
Gexa (Oncor)	1,965	2,105	2,207
Denton County Electric (CoServ)	4,467	4,524	4,787
Total	6,432	6,629	6,994



### Expenditures - 14048000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	963,363	1,075,464
Operations	1,681,817	3,389,504	2,375,827
Capital	-	134,856	134,428
Total	1,681,817	4,487,723	3,585,719

### Major Budget Items

- ➔ Growth in operations for electrical cost expenses has decreased due to the LED light replacement initiative which was completed in FY18.
- ➔ Appropriations have been provided in FY19 for the addition of a Senior Signal Technician and related operational expenditures.
- ➔ Capital funding of \$134,428 has been provided for the replacement of a Bucket Truck.

**PUBLIC WORKS****Signal & Street Lighting Operations****Personnel**

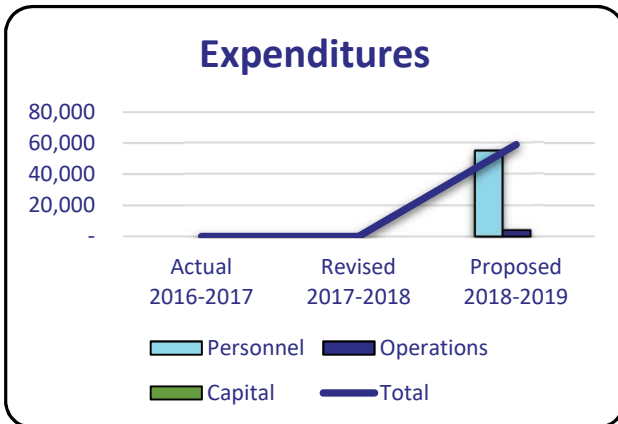
	Level	FY 2017	FY 2018	FY 2019
Traffic Signal Superintendent	153	-	1	1
Traffic Signal Supervisor	143	-	1	1
Senior Roadway Lighting Technician	139	-	1	1
Senior Signal Technician	134	-	2	3
Traffic Technician	134	-	1	1
Signal Technician II	131	-	3	3
Signal Technician I	128	-	2	2
Total		-	11	12

### Core Services

The Right of Way Inspection Division is responsible for the management and permitting process for the use of City right-of-way areas and easements. Division personnel also locate existing City utilities, prior to excavation of a site, after the submission and approval of a right-of-way permit.

### Key Points Affecting Service, Performance, and Proposed Budget

➡ The ROW Inspection Division in Fund 100 is new for FY19.



### Expenditures - 14049000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	54,997
<b>Operations</b>	-	-	4,049
<b>Capital</b>	-	-	-
<b>Total</b>	-	-	59,046

### Major Budget Items

➡ ROW Coordinator has been relocated from the Traffic Control Operations Division beginning in FY19.

### Personnel

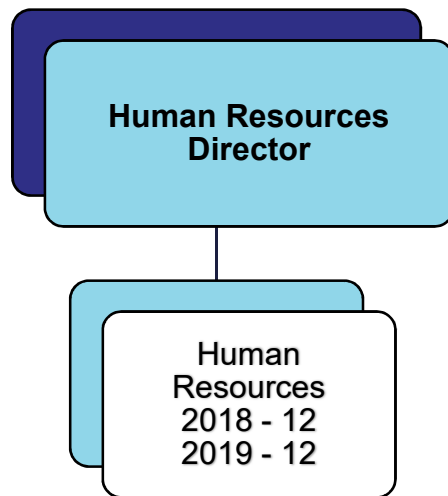
	Level	FY 2017	FY 2018	FY 2019
ROW Coordinator	131	-	-	1
<b>Total</b>		-	-	1

# HUMAN RESOURCES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

Sets the standard among public sector employers in which every worker is a valued and respected team member. The Department will work to maintain the City's competitiveness in the market by enhancing customer service, optimizing business processes, delivering competitive services, achieving a positive employee climate, recruiting and retaining skilled, diverse workforce and promoting learning and growth.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Human Resources	\$ 1,985,329	\$ 2,275,872	\$ 2,482,031	9.06%
<b>Totals</b>	<u>\$ 1,985,329</u>	<u>\$ 2,275,872</u>	<u>\$ 2,482,031</u>	<u>9.06%</u>



# HUMAN RESOURCES





## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
15010000 - Human Resources						
	Achieve a positive employee climate	Maintain worker's compensation modifier at or below pool average - pool/city	No lost time claims reported per 100	1.35	1.39	1.42
			Cost per claim	\$290	\$313	\$330
			Lost time claims reported per 100	2.10	2.69	2.75
			Cost per claim	\$15,902	\$16,379	\$17,000
✓			Cost of workers comp claims	.91/.32	.91/.32	.91/.42
	Deliver competitive services	Improve health of EE's and reduce medical claims net paid for high risk population to Norm	Wellness screenings completed	53.7%	67%	73%
			High risk factor =>3 of those taking biometric screening	24.5%	30.0%	30.0%
			Catastrophic net paid PMPM vs. norm	36.9%	42.1%	36.0%
	Promote learning and growth	Increase average number of training hours per employee - GOAL is 31 hr/ee	Hours per EE per year provided by HR	17	9	17
	Recruit & retain a skilled, diverse workforce	Reduce involuntary terminations for FT EE's w/in the 1st year of employment	First year turnover	33.6%	34%	34%
✓		Maintain city-wide turnover at less than 10%	City employee turnover	9.20%	9%	9%
			New hires/re-hires	317	325	347
✓	Achieve a positive employee climate	Assure consistent and fair administration of policies	Grievances and case management	130	140	151
			Ethics hotline reports or investigations	11	12	12
			FMLA requests	175	160	166
		Process timely and accurate changes in employee status and pay for department operations	Personnel action entries	4,195	5,182	4,479

### Core Services

Human Resources (HR) provides services and support to managers, employees, and applicants; assists in recruiting and retaining a skilled and efficient workforce; and works to maintain the City of Frisco's competitiveness as an employer in the marketplace through salary, benefits, training, leadership development, and employee relations.

HR develops personnel policies to fulfill the requirements of the City Charter, Federal and State Laws. HR also develops policies that provide for due process, enhanced communication, guidelines for conduct, and consistent and equal treatment of employees.

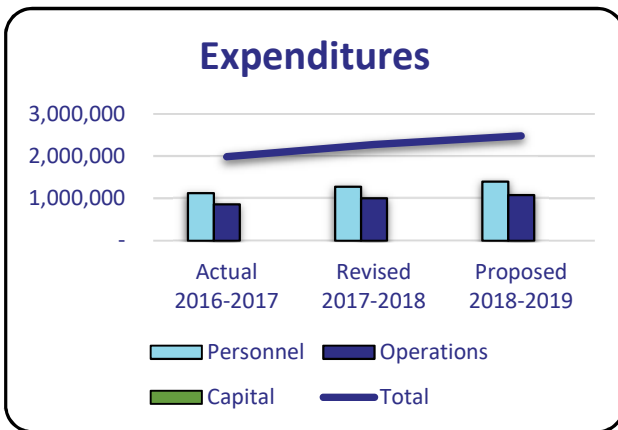
HR evaluates salaries and benefits to assure the City of Frisco is competitive in the market and provides affordable, quality health care. HR continues to respond to growth and changes in Departments with the development of new positions and/or reclassification of current positions.

### Key Points Affecting Service, Performance, and Proposed Budget

- Human Resources will work with City management and insurance consultants to evaluate high quality, cost effective specialists, hospitals and providers by identifying Premium Providers. Through incentive and plan design, HR will work with consultants to guide treatment choice to Premium Providers and address lifestyle changes to control cost of the City's self-insured plan. With benefit administration tools, HR will improve the efficiency of managing increasingly complicated plans intended to address need and promote change and savings.
- Continue to implement and prepare for future requirements of the Affordable Care Act including, but not limited to, changes in plan design, reporting requirements, and premium structure.
- The Human Resources Department will continue to work with TML Intergovernmental Risk Pool to improve the City's current Experience Modifier. The Experience Modifier is a rating between 0.0 - 1.0 that is used in the calculation of workers comp rates. The modifier is based on the frequency and severity of workers comp claims, payroll growth, and workers comp claims experience over the past 3 years. Frisco's modifier is .32. The goal is to obtain the lowest available modifier of .2 compared to the average of .91 for the DFW Metroplex.
- Use technology to optimize business processes and enhance resources for managers and employees. HR will continue to add resources and information to the HR site on FriscoLink including reports, information and tools; enhance tools in the Talent Management System; continue to develop and increase utilization of on-line tools including learning management systems for orientation, safety training, professional development, and performance reviews/merit increases.
- Continue to monitor and investigate Ethics Hotline reports which provides a process through which employees can anonymously report possible violations or concerns including, but not limited to harassments, misuse of City property, insurance fraud, theft, unsafe working conditions, etc.
- Implement programs and provide tools that focuses on, incorporates, cultivates, and recognizes the City's Core Values as demonstrated by employees and incorporated by management. Develop executive and upper management staff to lead the City's workforce and reinforce the Core Values.

## HUMAN RESOURCES

## Human Resources



### Expenditures - 15010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,124,049</b>	<b>1,272,884</b>	<b>1,399,540</b>
<b>Operations</b>	<b>861,280</b>	<b>1,002,988</b>	<b>1,082,491</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>1,985,329</b>	<b>2,275,872</b>	<b>2,482,031</b>

### Major Budget Items

➤ Operational appropriations include funding for learning management curriculum, and candidate assessments for hiring job fit in the FY19 budget.

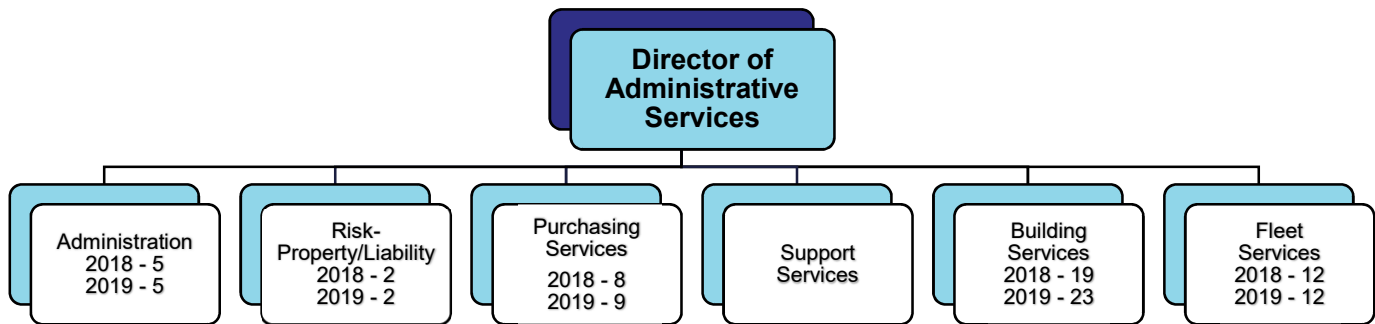
### Personnel

	Level	FY 2017	FY 2018	FY 2019
Director of Human Resources	205	1	1	1
Benefits Manager	155	1	1	1
Employee Relations Manager	155	1	1	1
Senior Comp and Class Analyst	147	-	1	1
Senior Human Resources Analyst	147	-	1	1
Benefits & Wellness Analyst	142	1	1	1
Human Resources Analyst	142	2	1	1
Learning & Development Coordinator	139	-	1	1
Senior Human Resources Generalist	-	1	-	-
Human Resources Generalist	136	3	3	3
Senior Administrative Assistant	131	-	1	1
Administrative Assistant	-	1	-	-
<b>Total</b>		<b>11</b>	<b>12</b>	<b>12</b>

# ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Ensures the highest level of value and ethics in the procurement of buildings, equipment, goods and services, and maintaining these items through preventative maintenance, repairs and risk avoidance. The Department will strive to provide the highest level of customer service to internal and external citizens, vendors and employees.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 584,133	\$ 709,730	\$ 716,610	0.97%
Risk-Property/Liability	954,904	1,056,927	1,176,030	11.27%
Purchasing Services	572,105	720,010	861,105	19.60%
Support Services	1,047,335	1,254,900	1,359,630	8.35%
Building Services	3,580,426	5,719,979	3,961,610	-30.74%
Fleet Services	962,804	1,456,115	1,393,720	-4.29%
<b>Totals</b>	<b>\$ 7,701,707</b>	<b>\$ 10,917,661</b>	<b>\$ 9,468,705</b>	<b>-13.27%</b>

## ADMINISTRATIVE SERVICES

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Long-Term Financial Health

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>15551000 - Risk-Property/Liability</b>						
📁	Loss prevention through safety training initiatives focused on loss trends	Train city staff based on loss trends	Risk/Safety training classes offered	N/A	12	10
	Ensure adequate protection of City resources and personnel	Manage insurance to maintain compliance with City specifications	Accurately account for City assets	Yes	Yes	Yes
	Reduce accidents by analyzing loss trends and providing appropriate follow up	Decrease the number of auto accidents by 5%	Auto accidents reduced	N/A	7%	5%
<b>15552000 - Purchasing</b>						
✓	Ensure City assets are disposed of properly	Conduct the auction of assets	Auction revenue received	\$408,007	\$200,000	\$200,000
	Streamline purchases, consolidate purchases, and eliminate duplication of efforts	Increase the number of annual contracts	Active Demandstar vendors	4,111	3,208	5,000

### Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>15510000 - Administration</b>						
✓	Provide customers (internal and external) with quality service	Provide a timely response to administrative matters	Respond to critical matters within 24 hours and non-routine matters within 30 days	Yes	Yes	Yes
	Provide good customer service	Keep customer complaints to a minimum	Complaints forwarded to management level	1	-	-

## ADMINISTRATIVE SERVICES

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
------------	--------------	-----------------

### Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>15510000 - Administration</b>						
📁	Costs to deliver City services will remain competitive with surrounding Cities	Costs to deliver City services will remain competitive with surrounding Cities	Postal unit targeted effort to increase revenue or decrease expense	1	3	4
			Vendor targeted effort to increase revenue or decrease expense	1	2	2
	Market the Contract Postal Unit to potential customers	Encourage customers in the area and patrons of City Hall and the Library	Increase in dollars received	21%	20%	20%
<b>15552000 - Purchasing</b>						
📁	Provide all customers(internal and external) with quality service delivery	Sustain turn-around time for issuance of purchase orders	Purchase order average processing time after receipt (day:hour:minute)	0:07:00	0:08:00	0:07:30
✓			Purchase orders processed	8,469	8,550	8,600
📁	Continued focus on best practices and excellence in procurement	Study and implement best practices as recognized by national standards (Benchmark: 100)	Achievement of Excellence in Procurement Award points received	145	145	150

## ADMINISTRATIVE SERVICES

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
------------	--------------	-----------------

### Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>15552000 - Purchasing, cont.</b>						
📁	Reduce time spent on finding sources of goods and services	Improve efficiency by increasing the number of annual contracts	Contract to total operations expenditures *AEP criteria revised in 2016 to remove cooperative contracts from qualifying contract spending	76%	55%	55%
✓	Streamline purchases, consolidate purchases, and eliminate duplication of efforts	Increase the number of annual contracts	Active annual contracts	120	193	200
<b>15555000 - Building Services</b>						
📁	Ensure City assets are maintained properly	Manage building support systems, meeting or exceeding historic trends	Cost/sf for maintenance	1.74	1.35	1.25
⌚	Prolong life of assets by maintaining preventative maintenance schedules	Ensure contracted preventative maintenance and custodial work is done on time and according to contracted specifications including callbacks	Contract maintenance/ custodial work requirements met	90%	93%	97%
			Contract preventative work: callbacks	10%	11%	7%

## ADMINISTRATIVE SERVICES




### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
15555000 - Building Services, cont.						
	Keeping staff competencies aligned with Divisional goals	Employees become proficient in skills to maximize equipment up-time	% of competencies identified in position descriptions	N/A	100%	100%
			% of competencies identified as mission-critical	N/A	100%	100%
			Number of training opportunities identified for adding and improving competencies	N/A	100%	80%
			% of training opportunities capitalized on	N/A	100%	100%
	Efficient and effective equipment	Quality of service	Critical work order response times (minutes)	N/A	2	15
		Provide the most efficient and effective equipment	Number of monthly energy consumption reports	N/A	7	12
		Minimize energy waste	Reduction of electricity consumption total citywide	N/A	2%	2%
		Cost of services is minimized	Cost of outsourced services	\$1,237,032	\$1,609,333	\$1,600,000
15556000 - Fleet Services						
	To minimize downtime and repair costs on vehicles and equipment	Schedule routine PM service & perform repairs	Avg. Downtime Hours	6.66	6.60	6.55
			Repair costs/value of total fleet	0.19%	0.18%	0.17%
	Provide functional fueling sites for city vehicles & equipment	Maintain fueling sites utilized by City Departments	Gallons pumped	409,139	415,000	425,000



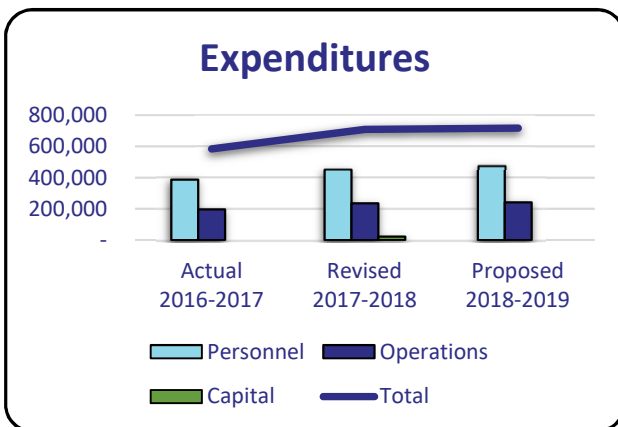
## Core Services

The Administration Division of Administrative Services is responsible for the management of the City's procurement process; including various contracts and agreements for all City Departments, the protection of the City's physical assets and related support services for Frisco residents and City operations. Core services managed in this department include: Purchasing - Risk Management - Fleet - Building Services - Support Services.

Postal unit targeted efforts to increase revenue are done by way of marketing the services available at the City Hall Contract Postal Unit to recruit more customers. In an effort to decrease expenses in the future, our inventory will be kept at an operating minimum. The Administrative Services Department utilizes one vendor targeted effort to help decrease expense by exploring other businesses in the area that can provide competitive pricing for the same quality.

## Key Points Affecting Service, Performance, and Proposed Budget

- Providing outstanding customer service is a top priority for the CPU and we aim to resolve any customer issues as they occur. This effort is maintained by continued coaching and training for the employees directly involved.
- Marketing the CPU to create awareness of the services offered is done through local business handouts, promotional items and flyers to advertise postal services and available hours.



## Expenditures - 15510000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	387,529	453,074	474,955
Operations	196,604	235,456	241,655
Capital	-	21,200	-
<b>Total</b>	<b>584,133</b>	<b>709,730</b>	<b>716,610</b>

## Major Budget Items

- The Division funds services that support the entire organization including the Mailroom and Contract Postal Unit.
- Revenue sources for the Contract Postal Unit (CPU) consist of those from Toll tag sales and USPS stamp and meter sales. FY18 postal revenue projections are estimated at \$174,000 and \$180,000 for FY19. This revenue fluctuates with the demand for stamps, package services and the number of visitors to City Hall and the Library on a regular basis.

## Personnel

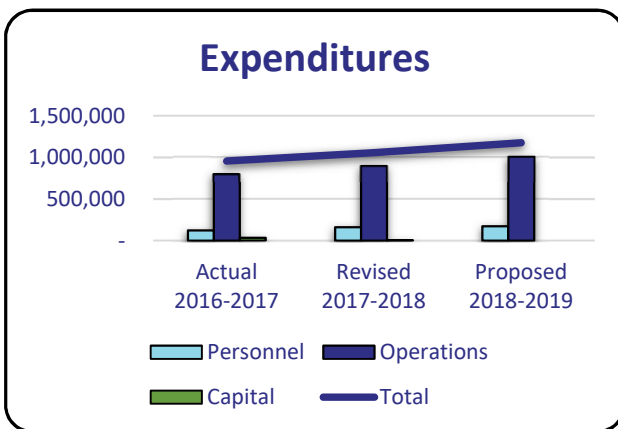
	Level	FY 2017	FY 2018	FY 2019
Director of Administrative Services	207	1	1	1
Property Administrator	148	-	1	1
Administrative Supervisor	133	-	1	1
Senior Administrative Assistant	-	1	-	-
Customer Service Representative	120	2	2	2
<b>Total</b>		<b>4</b>	<b>5</b>	<b>5</b>

**Core Services**

This Division handles the function of risk management and works to eliminate risk sources through loss prevention. Risk sources have been eliminated through accident review processes, effective claims processing, regular facility inspections, timely replacement of unsafe vehicles and equipment, and other means that have helped prevent future incidents.

**Key Points Affecting Service, Performance, and Proposed Budget**

- The Division administers the City's insurance programs and ensures adequate protection of City resources, through risk management; including monitoring insurance requirements for all City contracts, agreements, requests for proposals and special events.
- The City's insurance provider has projected no increase in property and liability insurance costs, except for growth in the amount being insured (e.g. new vehicle, new buildings, etc.).

**Expenditures - 15551000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	123,131	161,290	171,666
<b>Operations</b>	798,511	895,508	1,004,364
<b>Capital</b>	33,262	129	-
<b>Total</b>	<b>954,904</b>	<b>1,056,927</b>	<b>1,176,030</b>

**Major Budget Items**

- Approximately 89% of the Operations budget is to provide Property and Liability Insurance.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>Risk Administrator</b>	148	1	1	1
<b>Safety Coordinator</b>	142	1	1	1
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

## ADMINISTRATIVE SERVICES

## Purchasing Services

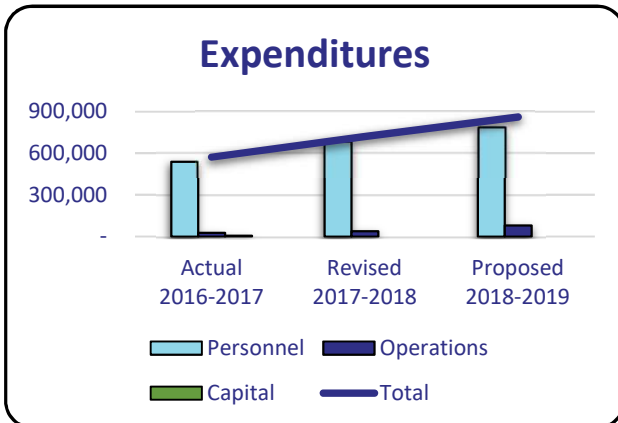
### Core Services

Purchasing Services is responsible for the procurement of goods and services. The Division coordinates bids, establishes and maintains annual supply contracts, maintains and distributes inventory, supports vendor outreach and supplier communications, and assists internal and external customers throughout the procurement process.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ Purchasing Services continues to seek automated processes to increase efficiency, which will allow the current staff to keep pace with growing volumes and responsibilities. Inventory continues to expand to include more City divisions and items.

➤ Purchasing Services received the Achievement of Excellence in Procurement Award for the 14th consecutive year in 2018. The award is given to purchasing Departments that demonstrate excellence by obtaining a high score based on standardized criteria. The criteria are designed to measure innovation, professionalism, productivity, e-procurement and leadership attributes of the procurement organization. Participants need to achieve a score of 100 points to win the award.



### Expenditures - 15552000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	538,350	682,496	782,387
Operations	27,064	37,514	78,718
Capital	6,691	-	-
<b>Total</b>	<b>572,105</b>	<b>720,010</b>	<b>861,105</b>

### Major Budget Items

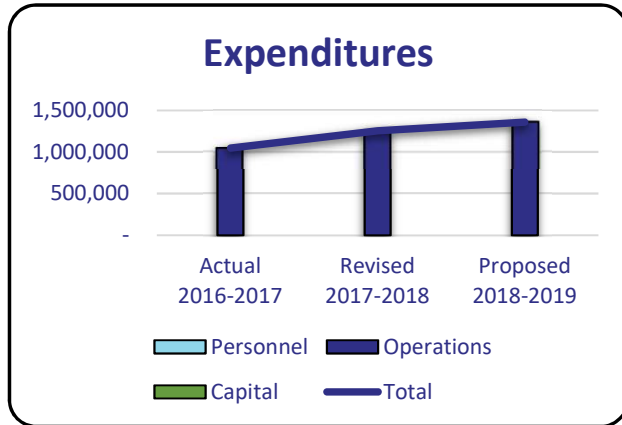
- Operational funding \$26,600 has been provided for an e-Procurement Solution in FY19.
- Appropriations are included in FY19 for a Senior Buyer/P-Card Administrator and related expenses.
- The Purchasing Manager was reclassified to Assistant Director of Administrative Services in lieu of a new position, as initially requested.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Assistant Director of Administrative Services	202	-	-	1
Purchasing Manager	-	1	1	-
Senior Buyer	143	1	1	2
Buyer	139	2	2	2
Inventory Coordinator	136	1	2	2
Inventory Specialist	126	2	2	2
<b>Total</b>		<b>7</b>	<b>8</b>	<b>9</b>

**Core Services**

The Support Services Division is responsible for utility procurement for City services within the General Fund.

**Key Points Affecting Service, Performance, and Proposed Budget****Expenditures - 15554000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	-
<b>Operations</b>	1,047,335	1,254,900	1,359,630
<b>Capital</b>	-	-	-
<b>Total</b>	1,047,335	1,254,900	1,359,630

**Major Budget Items**

➤ The Division funds services that support the entire organization including: telephone system charges and utility costs; such as electricity, water, and gas, for the operation of the buildings. Electricity accounts for approximately 59% of the operational budget for this Division. Operational appropriations for telephone related expenses have increased 2% over revised FY18 and will account for approximately 22% of the FY19 budget.

**Personnel**

**Note:** No positions are funded in this Subdivision.

**Core Services**

Building Services ensures that City's assets are maintained properly, the life of assets are prolonged by achieving preventative maintenance schedules, a clean and safe working environment exists for City staff, and HVAC systems are set for proper temperatures and efficiency.

**The following buildings are maintained:**

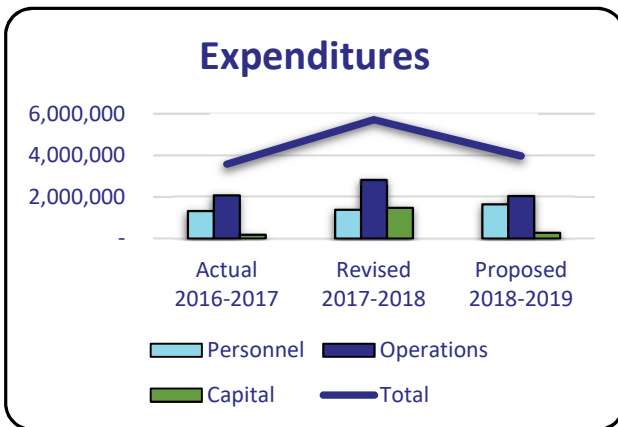
<u>Facility</u>	<u>Square Footage</u>
911 Relay Tower	500
Beal Building - Ste.101 - FDC	50,000
George A. Purefoy Municipal Center	150,000
Ferguson Building	4,000
Fire - Central / Safety Town	45,152
Fire - Fleet Maintenance	11,161
Fire - Stations 2-8	89,215
Frisco Athletic Center	100,000
Heritage - Museum	17,000
Heritage - Center	7,980
Legends	11,000
Municipal Court	7,913
Old Water Tower Radio Building	900
Parking Garage - City Hall	200,000
Parking Garage 1 - Dr. Pepper Arena	364,928
Parking Garage 2 - Dr. Pepper Arena	182,464
Parks - Administration	3,700
Parks - Annex	1,500
Police	110,000
Public Works	21,000
Radio Building 2 - 7200 Stonebrook	500
Radio Building 3 - 12134 Eldorado	500
School of Rock	7,391
Senior Center	17,645
Simms-Moore	9,000
Superdome	2,000
	<u>1,415,450</u>

**Key Points Affecting Service, Performance, and Proposed Budget**

- Requirements being met and reductions in callbacks are being improved through better specifications, higher expectations, and better contract management.
- Decreased cost per square foot is reflective of an increase in square footage being serviced and improved preventative maintenance processes, as well as energy consumption reduction (cost per square foot calculation includes direct labor and purchases/contracts).

## ADMINISTRATIVE SERVICES

## Building Services



### Expenditures - 15555000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,326,102</b>	<b>1,381,494</b>	<b>1,637,248</b>
<b>Operations</b>	<b>2,068,167</b>	<b>2,863,437</b>	<b>2,046,347</b>
<b>Capital</b>	<b>186,157</b>	<b>1,475,048</b>	<b>278,015</b>
<b>Total</b>	<b>3,580,426</b>	<b>5,719,979</b>	<b>3,961,610</b>

### Major Budget Items

- Personnel appropriations in the FY19 budget include 2 Facilities Technicians, related operational expenditures, and vehicles to support the positions, and 2 Custodians.
- Capital funding is provided for the replacement of two 3/4 Ton Pick-ups, a Toyota Prius, and 2 Carrier Aquasnap Chillers. In addition, funds are provided for the addition of 1 1/2 ton Pickup to be assigned to a Facilities Technician.
- Funding continues to be appropriated for contract security staffing for the George A. Purefoy Municipal Center.
- FY18 Revised includes funding for a HVAC Cooling Tower at the Frisco Athletic Center.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Facilities Manager</b>	<b>156</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Facilities Maintenance Supervisor</b>	<b>143</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Senior Facilities Technician</b>	<b>139</b>	<b>1</b>	<b>3</b>	<b>3</b>
<b>Senior Administrative Assistant</b>	<b>131</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Administrative Assistant</b>	<b>124</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Facilities Technician</b>	<b>124</b>	<b>8</b>	<b>6</b>	<b>8</b>
<b>Senior Custodian</b>	<b>112</b>	<b>-</b>	<b>1</b>	<b>5</b>
<b>Custodian</b>	<b>108</b>	<b>5</b>	<b>4</b>	<b>2</b>
<b>Total</b>		<b>18</b>	<b>19</b>	<b>23</b>

## ADMINISTRATIVE SERVICES

## Fleet Services

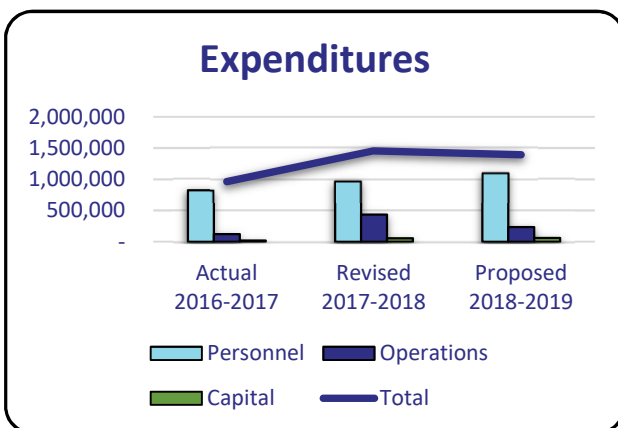
### Core Services

Fleet Services is responsible for supporting user Departments with their vehicle and equipment needs. This function is performed by developing specifications, scheduling & conducting routine preventative maintenance, performing repairs as needed, establishing guidelines & making replacement recommendations.

Other functions include maintaining the fueling stations, the carwash, assisting with equipment auctions, and conducting annual vehicle/equipment inventory audit.

### Key Points Affecting Service, Performance, and Proposed Budget

- Provide and maintain fuel sites that comply with Texas Commission on Environmental Quality (TCEQ) requirements.
- To adequately staff Fleet Services in order to see a reduction in repair cost/total value of fleet and keep downtime at a reasonable level.



### Expenditures - 15556000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	826,557	967,340	1,096,735
Operations	119,620	433,980	234,550
Capital	16,627	54,795	62,435
<b>Total</b>	<b>962,804</b>	<b>1,456,115</b>	<b>1,393,720</b>

### Major Budget Items

- Capital funding has been provided for the replacement of 2 Pool Vehicles: 1 Toyota Prius and 1 Chevrolet Van.

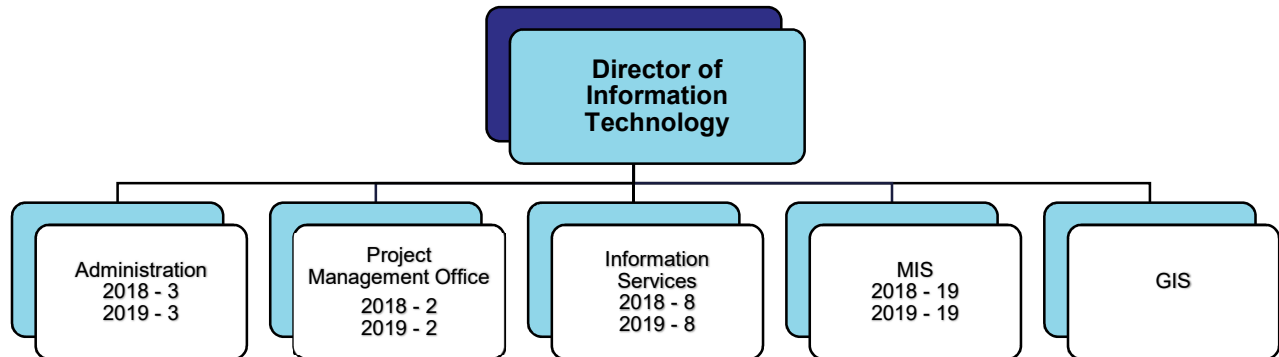
### Personnel

	Level	FY 2017	FY 2018	FY 2019
Fleet Services Manager	156	1	1	1
Fleet Services Supervisor	145	1	1	1
Shop Foreman	139	1	1	1
Master Fleet Technician	135	4	6	6
Senior Fleet Technician	132	1	1	1
Fleet Technician	128	1	1	1
Administrative Assistant	124	1	1	1
<b>Total</b>		<b>10</b>	<b>12</b>	<b>12</b>

# INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Ensures reliability, availability, serviceability and security of all computer and telecommunications-related systems, required for City Departments to effectively accomplish their missions.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 345,051	\$ 525,521	\$ 459,987	-12.47%
Project Management Office	139,163	212,958	264,983	24.43%
Information Services	716,555	926,050	1,035,004	11.77%
Management Information Services	2,318,321	4,750,515	6,267,998	31.94%
GIS	-	-	5,480	N/A
<b>Totals</b>	<b>\$ 3,519,091</b>	<b>\$ 6,415,044</b>	<b>\$ 8,033,452</b>	<b>25.23%</b>



# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16010000 - Administration</b>						
📁	Provide for planning, implementation, operations, and maintenance of IT systems	Document 5-year Strategic Plan for Information Technology Services	Completion and review of plan by Departments and City Manager's Office	0%	25%	75%
📁	Ensure the integrity, reliability and availability of key systems	Implement Disaster Recovery for identified key systems.	Implement Current/Phase I of the DR Systems Integration project.	N/A	N/A	100%
<b>16061000 - Project Management Office</b>						
📁	Facilitate project management such that scheduled projects are successfully completed	Support project managers and business units by overseeing project processes to ensure accountability in all projects	Projects successfully completed within budget, on time, and in scope	N/A	85.00	100%
	Guide vendor selection process to ensure the solution meets business requirements	Support business project scope and definition by creating and/or collaborating on requirements in all projects led by the PMO	Produce requirements for approved technology selection projects	100%	100%	100%
⌚	Provide the most cost effective approach to sustaining or improving services delivery	Provide for steering committee review of all projects meeting criteria developed for Information Technology projects process	Projects reviewed by steering committee	90%	100%	100%
⌚	Utilize industry standard best practices for project management activities lead by the PMO.	Stay current in the industry utilizing professional development services offered via online training, classroom training, and conferences	Participate in at least one professional training exercise and/or conference each year	100%	100%	100%

# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16062000 - Information Services</b>						
📁	Survey customers to ensure satisfaction	Customer Satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	99.67%	97%	95%
📁	Business applications are kept current to help ensure reliability and maximize the availability of features	Ensure system functionality and reliability	Core applications are kept up to date and in support with regularly scheduled updates/upgrades	95%	90%	100%
<b>16063000 - Management Information Services</b>						
📁	Survey customers to ensure satisfaction	Customer Satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem	98.12%	N/A	95%
	Ensure all computer systems and communication infrastructure are reliable by maintaining all systems, including Public Safety, at the correct operating levels	Maintain average time to resolve desktop computer and software installation issues	Resolve desktop systems in less than 4 hours	75%	90%	90%
		Maintain average time for restoration of enterprise hardware, applications and network connectivity	Restore servers, connectivity and applications in less than 4 hours	90%	90%	90%
		Leverage the City's investment in Microsoft technologies to maintain efficiency while reducing costs	Ensure all desktops, laptops, and mobile devices are maintained and current	95%	95%	95%
✓	Ensure all staff members are educated and trained on current and new technologies	Pursue the training plan so that internal capabilities can be used to achieve system support strategies	System support strategies achieved with new training/all planned systems	85%	90%	90%

# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16064000 - Geographic Information Systems</b>						
📁	Survey customers to ensure satisfaction	Customer satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	100%	N/A	95%
📁	Create and maintain current and accurate GIS data	Analyze collected data for accuracy of datasets falling under a normalized maintenance schedule	Utility and development-related data is within spatial and attribute established tolerances	95%	97%	97%
	Provide City staff and citizens access to a variety of GIS tools and data for the purposes of viewing, downloading, and analysis.	Develop intuitive tools, maps and applications to share and integrate with GIS data	City staff and citizens become autonomous consumers of GIS decreasing the requests for information throughout the organization	90%	90%	90%

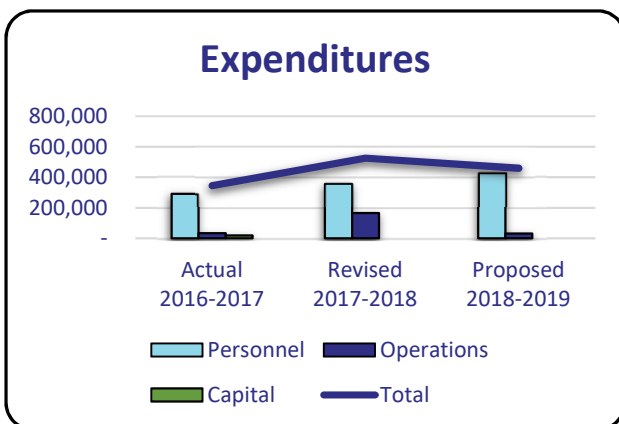
## Core Services

Information Technology Administration guides the operations of the Project Management Office, Management Information Services, Information Services, Geographic Information Systems and Development. It is the goal and practice of Information Technology Administration to work both strategically and tactically with all City Departments to ensure the cost effective deployment and support of technology as needed to improve both the efficiency and effectiveness of City services delivery. The Information Technology department installs, maintains and/or supports:

- An internal private network infrastructure connecting 24 City facilities
- A private and public Wi-Fi network in all City facilities
- Nearly 300 physical and virtual servers
- Desktops/laptops/Mobile Data Computers (MDC's), telephones and cell phones for over 1400 employees
- Direct support for 20 core enterprise level applications and secondary support for another 80 ancillary applications
- 25-30 department technology projects per year
- GIS services for the City, the Town of Prosper and for the Frisco EDC.

## Key Points Affecting Service, Performance, and Proposed Budget

- Overall the Information Technology (IT) Department continues to work with Departments to effectively plan and implement technology systems for continuous improvement in the delivery of services.
- Information Technology Administration will ensure appropriate review of all decisions requiring use of technology systems so that both user business requirements and ongoing support requirements are properly documented and an integral part of procurement decisions.



## Expenditures - 16010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	292,521	359,483	428,894
Operations	34,169	166,038	31,093
Capital	18,361	-	-
<b>Total</b>	<b>345,051</b>	<b>525,521</b>	<b>459,987</b>

## Major Budget Items

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Director of Information Technology	209	1	1	1
Security Officer	163	-	1	1
Administrative Assistant	124	1	1	1
<b>Total</b>		<b>2</b>	<b>3</b>	<b>3</b>

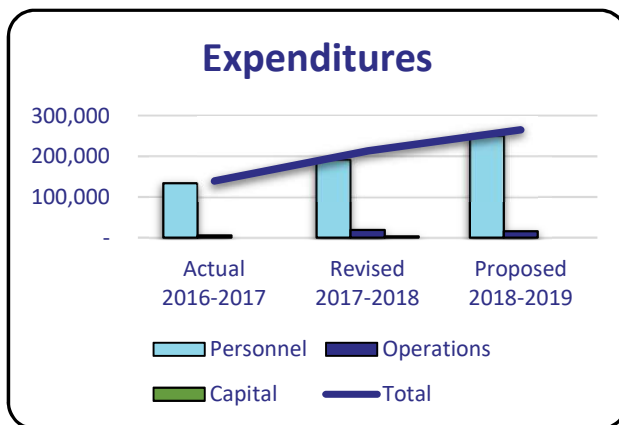
## Core Services

The Information Technology Project Management Office (PMO) works with all Departments to ensure technology purchases and improvements are properly researched, evaluated, managed, documented, tested and aligned with the strategic direction of the City. The PMO office:

- Oversees the technology process for project initiation, funding, IT resource. Allocation and prioritization of initiatives working under the authority of the Project Steering Committee.
- Sets standards for project life cycle and planning, guiding Departments who purchase or change software/hardware that is integrated into their business processes.
- Serves as integral part of technology procurements including requirements definition, vendor evaluation and solution recommendations.
- Supports development and integration projects with design specifications, use cases and testing resources.
- Coordinates software project implementation deliverables and assist with project planning, configuration, testing and documentation.
- Consults with City Departments for technology strategic direction and facilitates IT solutions to business problems.
- Gathers and produces project status reporting for City management review.

## Key Points Affecting Service, Performance, and Proposed Budget

- ➔ FY19 funding continues the support for enterprise project management for IT related projects.



## Expenditures - 16061000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>133,392</b>	<b>190,981</b>	<b>249,553</b>
<b>Operations</b>	<b>5,771</b>	<b>19,031</b>	<b>15,430</b>
<b>Capital</b>	<b>-</b>	<b>2,946</b>	<b>-</b>
<b>Total</b>	<b>139,163</b>	<b>212,958</b>	<b>264,983</b>

## Major Budget Items

- ➔ A large percentage of the Operational funding in this Division is related to Project Management Software subscriptions for two staff members.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Senior Business Analyst</b>	<b>155</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Business Analyst</b>	<b>151</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>1</b>	<b>2</b>	<b>2</b>

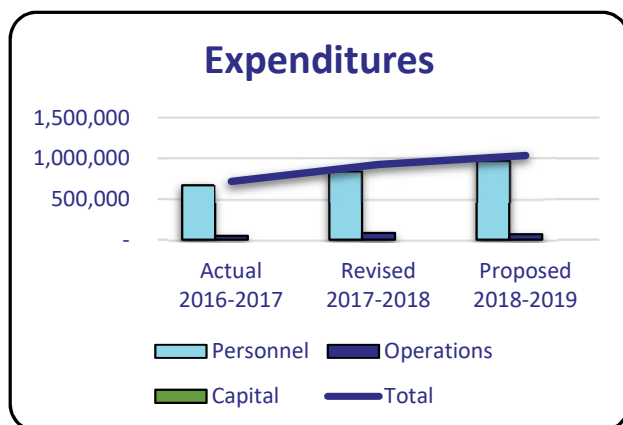
## Core Services

The Information Services (IS) Division provides a system of tools, processes and support for information management and workflow programs used for gathering, processing, storing and sharing information throughout all City departments. The personnel in this division provide technical and user support to all Departments for 20 core applications and over 80 ancillary applications. This Division also provides implementation support for new projects and applications, helping to ensure that systems actually deliver the performance that departments require. Some of the software for which this Division supports and has in-depth knowledge of includes:

- **Munis:** the financial system used throughout the City
- **Incode:** the utility billing system used to track and bill water usage throughout the City
- **Integrated Computer Systems:** computer aided dispatch and records management system used by public safety to track incidents and responders
- **Cityworks:** work order software system used by the public works divisions
- **TRAKiT:** software used by development services and public works to manage permitting and development services
- **MCRS:** municipal court records management and point of sale system
- **Firehouse:** records management and preplanning system used by the Fire Department

## Key Points Affecting Service, Performance, and Proposed Budget

- The annual budget provides the continued support, maintenance and expansion of the functionality and usage of the applications used. It also allows for the continued education and training of the Information Services staff members enabling them to provide reliable and consistent support for City staff.



## Expenditures - 16062000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	670,061	841,711	967,275
Operations	46,494	84,339	67,729
Capital	-	-	-
<b>Total</b>	<b>716,555</b>	<b>926,050</b>	<b>1,035,004</b>

## Major Budget Items

- The operations budget includes training and continuing education for the Information Services staff to provide reliable and consistent support for the various applications and systems maintained.

## Personnel

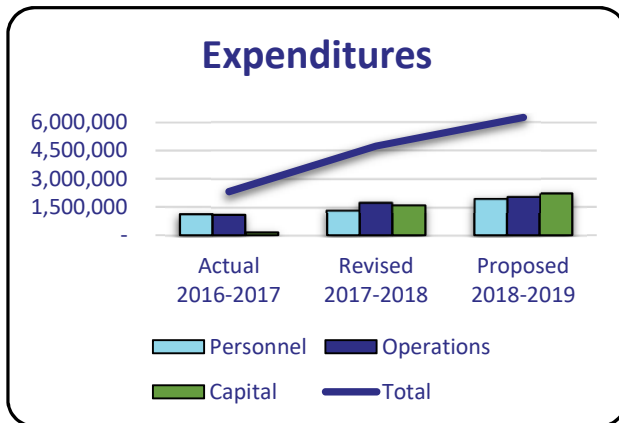
	Level	FY 2017	FY 2018	FY 2019
Information Services Manager	160	1	1	1
Information Services Supervisor	155	-	1	1
Application Systems Administrator II	150	6	6	6
<b>Total</b>		<b>7</b>	<b>8</b>	<b>8</b>

## Core Services

Management Information Services (MIS) is responsible for maintaining telecommunication systems, network infrastructure, desktop/laptops/mobile devices, and server infrastructure on which all City data systems reside.

## Key Points Affecting Service, Performance, and Proposed Budget

➤ To ensure systems reliability, availability, serviceability and security, the MIS Division maintains inventory of all desktop, laptop, servers, switches and other infrastructure and determines annual replacement schedules to prevent infrastructure from aging beyond usefulness.



## Expenditures - 16063000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,104,967</b>	<b>1,359,591</b>	<b>1,966,418</b>
<b>Operations</b>	<b>1,071,459</b>	<b>1,762,602</b>	<b>2,071,580</b>
<b>Capital</b>	<b>141,895</b>	<b>1,628,322</b>	<b>2,230,000</b>
<b>Total</b>	<b>2,318,321</b>	<b>4,750,515</b>	<b>6,267,998</b>

## Major Budget Items

➤ The Capital appropriations in FY19 for capital replacement which includes city-wide server replacements, core network refresh, CCOM hardware replacement, and a Cisco Phone Handset Analysis. Citywide city systems inventory is approximately \$5 million and has a 5 year refresh rate yielding a requirement for annual capital replacement of approximately \$1 million plus the equipment to expand public safety and other systems as requirements change and the employee workforce grows. Approximately \$1.9M is also provided for Disaster Recovery Consulting and Implementation.

➤ The Operations budget includes funds for ongoing hardware and software maintenance. This includes, but is not limited to, Cisco, Microsoft, Dell and NetApp.

➤ Appropriations are included in FY19 to address priority areas to include security and a Technology Infrastructure Refresh.

## Personnel

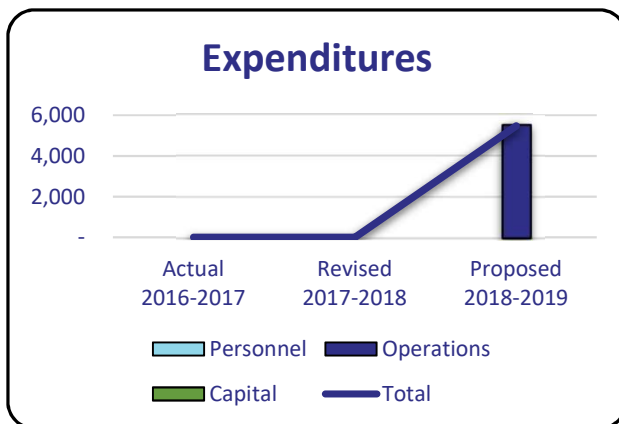
	Level	FY 2017	FY 2018	FY 2019
MIS/Computer Technology Manager	160	1	1	1
MIS Supervisor	156	-	1	1
Network Engineer	155	2	2	2
Systems Engineer	152	4	7	7
Unified Communications Specialist	148	2	2	2
MIS Supervisor/Desktop Administrator	143	1	1	1
Technical Support Specialist I	137	3	5	5
<b>Total</b>		<b>13</b>	<b>19</b>	<b>19</b>

## Core Services

The Geographic Information Services (GIS) Division contributes directly to the success of City operations, citizen engagement, business attraction and retention by providing tools, analysis, processes and support for use of geographic data to answer questions, solve problems and illustrate value.

- Works with City leaders to develop meaningful maps and geographic visual aids which are critical to business operations and promotion of opportunities to those looking to do business within our City.
- Improves effective use of information technologies by maintaining geospatial data and converting it to useful information for all departments through system integration strategies, data analysis and mapping services.
- Ensures accuracy of all geographical data and layers published on behalf of the City by designing and performing meticulous quality checks, standardizing processes and managing all changes to the information flow. This includes a variety of GIS layers like streets, parcels, subdivisions and utility data.
- Supports City spatial data requests and other information requirements to assist with operation and function of interrelated systems and programs including those used by Public Safety for first response.
- Interprets and transfers data from source documents including digital and/or printed plats, record drawings, plans, profiles and legal descriptions. Collect field data using GPS.

## Key Points Affecting Service, Performance, and Proposed Budget



## Expenditures - 16064000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	-
<b>Operations</b>	-	-	5,480
<b>Capital</b>	-	-	-
<b>Total</b>	-	-	5,480

## Major Budget Items

- ➡ The GIS Division in Fund 100 is new for FY19.

## Personnel

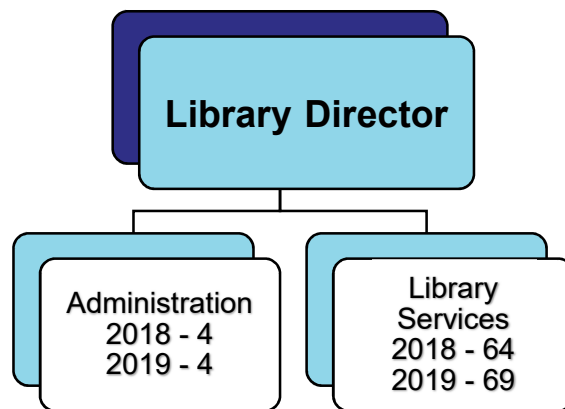
**Note: No positions are funded in this Subdivision.**



# LIBRARY DEPARTMENT SUMMARY

## DEPARTMENT MISSION

The Library and its staff will inspire intellect, curiosity, and imagination.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 1,263,509	\$ 1,629,886	\$ 1,407,252	-13.66%
Library Services	<u>3,188,366</u>	<u>3,667,155</u>	<u>3,845,220</u>	<u>4.86%</u>
<b>Totals</b>	<u>\$ 4,451,875</u>	<u>\$ 5,297,041</u>	<u>\$ 5,252,472</u>	<u>-0.84%</u>

# LIBRARY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Infrastructure

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16565654 - Technical Services</b>						
📁	Continuously improve e-library website use	Implement design upgrades of website sections based on user input	Citizens survey results "website easy to use"	85%	88%	90%
	Continued service improvement	Decrease the time required to catalog, receive and process items	Bestsellers on the shelves within two work days	100%	100%	100%
	Implement computer software and other system enhancements	Complete upgrades and updates within 30 days of vendor release	Upgrades/updates completed within 30 days	92%	95%	98%

### Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16510000 - Administration</b>						
📁	Costs to deliver library services will remain competitive with regional libraries	Acquire library materials to meet state recommendations and patron needs (benchmark: 2 items per capita)	Collection size per capita	1.17	1.23	1.23
📁	Costs to deliver library services will remain competitive with regional libraries	Exceed benchmarks for transactions per Full Time Equivalent (FTE) position	Transactions per FTE (benchmark)	4,779 (2,734)	4,800 (2,800)	4,900 (2,900)
⌚			Meet Library of Excellence Award standards	100%	100%	100%

# LIBRARY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16565653 - Circulation Services</b>						
📁	Improve customer convenience by addressing their desires and needs	Maintain efficiency in customer service in "held" books	Make items in the building available for hold pickup (hours)	24	17	17
✓		Maintain efficiency in customer service	Length of time to get items back on the shelf (hours)	21	21	20
📁	Increase efficiency and time-saving for patrons and staff	Maintain efficiency in customer service in available books	Percentage of "Held" items made available (daily)	92%	91%	91%

## Strategic Focus Area: Sustainable City, and Civic Involvement

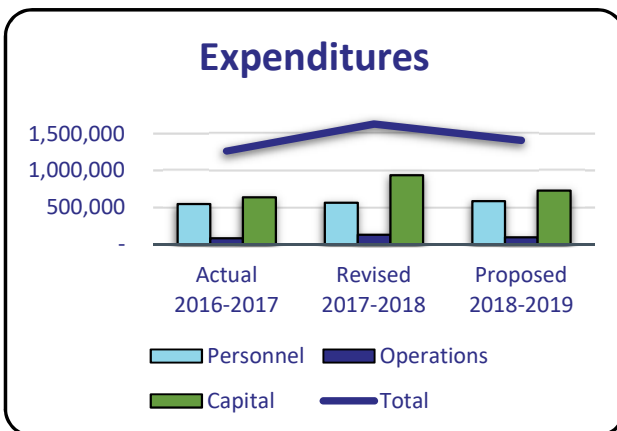
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>16565651 - Adult Services</b>						
✓	Focus on effective programming	Increase the number of Adult programming participants	Participants	5,921	5,021	5,600
	Increase staff productivity through volunteers	Develop a dedicated core group of volunteers	Adult volunteer hours	2,940	3,087	3,241
<b>16565652 - Youth Services</b>						
✓	Provide an opportunity for teen involvement in library services	Create volunteer opportunities for teens	Teen volunteer hours	3,846	3,880	3,900
	Develop programs to offset the "summer slide" among children of all ages	Increase the number of summer reading program participants	Participants in summer reading program	22,672	23,615	24,640
	Achieve innovation and excellence in early literacy education	Provide an interactive learning environment for children ages zero to five years and their caregivers	Attendance to the Ready to Read Railroad, an early literacy active learning center	72,020	72,100	72,200
	Achieve innovation and excellence in early literacy education	Educate citizens on early literacy milestones in children ages zero to five years	Attendance at youth programs and workshops that feature early literacy	27,893	28,270	28,575

### Core Services

The Library seeks to inspire intellect, curiosity, and imagination. The intellectual, educational, and cultural needs of the community are the foundation for the services and collections of the Library. It is a goal of the Library to provide access to innovative programs, current materials, and emerging technology. The Library Administration Division guides the operations of Adult Services, Youth Services, Circulation Services and Technical Services Divisions. Library Administration is also responsible for working with the Library Foundation Board and The Friends of the Frisco Public Library.

### Key Points Affecting Service, Performance, and Proposed Budget

- The Library will strive to be recognized as a library of excellence by achieving the Library of Excellence Award and retaining State of Texas Library Accreditation, thereby achieving high standards for Library service.
- To enhance services for Frisco residents, the Frisco Library has entered into mutually beneficial reciprocal partnerships with the libraries of Allen, McKinney, Plano, and The Colony. Frisco residents may use these libraries without a charge. Those who do not live in Frisco or our partner cities, will be charged a \$50 annual membership fee to use the Library.



### Expenditures - 16510000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>547,344</b>	<b>562,890</b>	<b>586,017</b>
<b>Operations</b>	<b>80,864</b>	<b>128,747</b>	<b>94,129</b>
<b>Capital</b>	<b>635,301</b>	<b>938,249</b>	<b>727,106</b>
<b>Total</b>	<b>1,263,509</b>	<b>1,629,886</b>	<b>1,407,252</b>

### Major Budget Items

- Operating capital for the purchase of Library materials is \$727,106 and includes appropriation for reading, listening, and visual materials. This includes \$99,016 to move toward the Library's Master Plan directive of 1.52 items per capita.

### Personnel

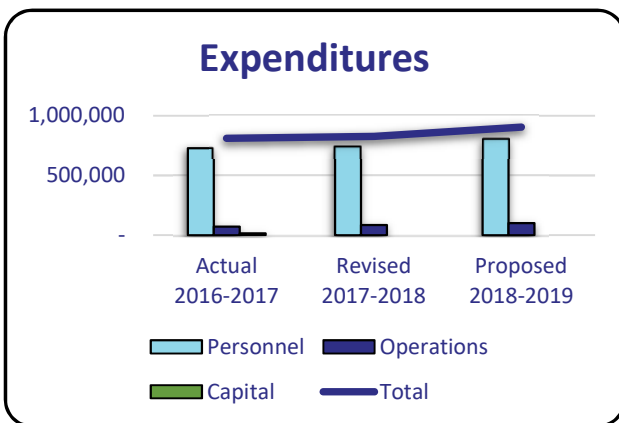
	Level	FY 2017	FY 2018	FY 2019
<b>Library Director</b>	<b>205</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Assistant Library Director</b>	<b>200</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Senior Administrative Assistant</b>	<b>131</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Administrative Assistant</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>

### Core Services

The Library seeks to inspire intellect, curiosity, and imagination. Adult Services provides library services and offerings to those age 18 and older.

### Key Points Affecting Service, Performance, and Proposed Budget

- Adult Services will expand its offering of downloadable materials in response to current demand patterns for this service.
- As staff ability to meet patron expectations is dependent on their readiness to maximize their productivity and stay current, staff training will be a major focus.



### Expenditures - 16565651

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	727,101	741,961	803,771
Operations	70,064	84,324	100,799
Capital	13,953	-	-
Total	811,118	826,285	904,570

### Major Budget Items

- Operational appropriations of \$58.5K are related to Computer Software Maintenance and Support for the many software databases utilized by the Library.

### Personnel

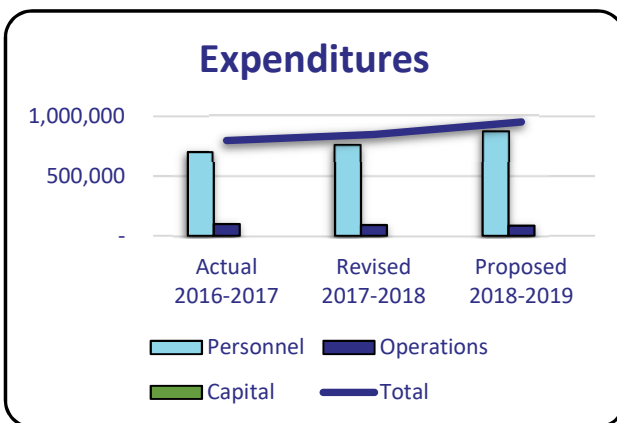
	Level	FY 2017	FY 2018	FY 2019
Adult Services Manager	148	1	1	1
Senior Librarian	143	2	1	1
Librarian (3 FT, 1 PT)	139	3	4	4
Library Assistant (4 FT, 3 PT)	132	7	7	7
Total		13	13	13

### Core Services

The Library seeks to inspire intellect, curiosity, and imagination. Library - Youth Services is responsible for library services and offerings for ages birth to 17 years old.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ Youth Services develops and implements weekly classes and services for children and their families to encourage literacy development.
- ➔ Teen Frisco Action and Advisory Board (FAAB) provides civic involvement for teens. The FAAB consists of three Library staff members and teen volunteers who advise on Library programs and manage the VolunTEEN effort.



### Expenditures - 16565652

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	699,899	759,816	868,565
Operations	98,272	89,726	85,144
Capital	-	-	-
Total	798,171	849,542	953,709

### Major Budget Items

- ➔ The Youth Services Division will add one additional part-time library assistant in FY19 to handle increased demand for services for children. Two part-time interns, which are funded by a grant from the Texas State Library and Archives Commission, will also be added for pop-up STEM programming. Other appropriations are for the Mayor's Summer Reading Challenge, software services for homework help, and early literacy support.

### Personnel

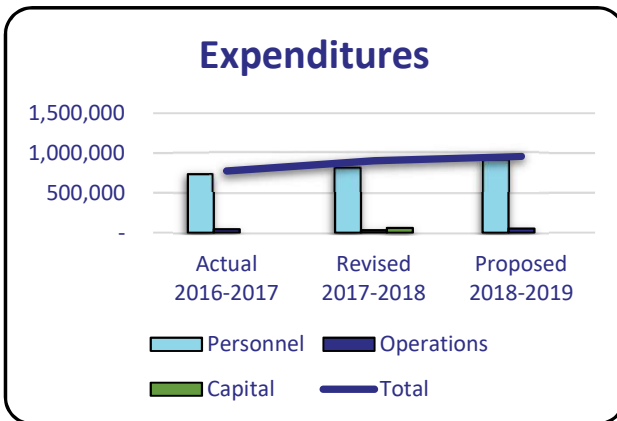
	Level	FY 2017	FY 2018	FY 2019
Youth Services Manager	148	1	1	1
Senior Librarian	143	1	2	2
Librarian	139	4	3	3
Library Assistant (2 FT, 7 PT)	132	8	8	9
Intern (PT)	114	3	3	5
Total		17	17	20

### Core Services

The Library seeks to inspire intellect, curiosity, and imagination. Library - Circulation Services is responsible for the "checking out" and making available the Library's collection to the public.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ Library Circulation Services seeks to support an increase in circulation of 6% over FY18.
- ➔ With increased efficiency due to continuous process improvements, Circulation will strive to get materials back on the shelves within 20 hours.



### Expenditures - 16565653

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>733,450</b>	<b>811,890</b>	<b>905,231</b>
<b>Operations</b>	<b>42,002</b>	<b>30,297</b>	<b>51,852</b>
<b>Capital</b>	<b>-</b>	<b>59,300</b>	<b>-</b>
<b>Total</b>	<b>775,452</b>	<b>901,487</b>	<b>957,083</b>

### Major Budget Items

- ➔ The majority of the operations budget for FY19 consists of maintenance and support of the automated materials handler plus supplies for the Trail Blazer Press which will be recovered in fees charged to users.
- ➔ Appropriations have been provided for the addition of 2 Circulation Services Supervisors in FY19 to allow for a more manageable staff to supervisor ratio.

### Personnel

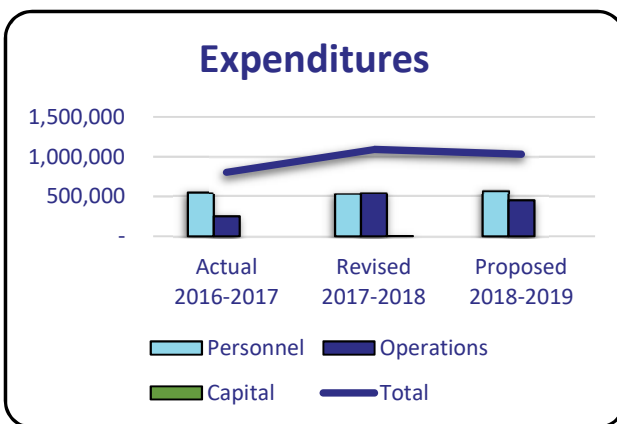
	Level	FY 2017	FY 2018	FY 2019
<b>Circulation Manager</b>	<b>148</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Circulation Services Supervisor</b>	<b>136</b>	<b>-</b>	<b>-</b>	<b>2</b>
<b>Senior Library Technician</b>	<b>128</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Library Technician (4 FT, 16 PT)</b>	<b>120</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>Intern (PT)</b>	<b>100</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Total</b>		<b>28</b>	<b>28</b>	<b>30</b>

### Core Services

Technical services functionality maintains and improves the use of all Library automated systems and computers, including the website, express check out system, automated check-in and sorter system, and other technology. The material services functionality, combined with technical services, includes those services required to maintain the collections, catalog, and provide an acquisition process.

### Key Points Affecting Service, Performance, and Proposed Budget

➔ The key drivers for the Technical Services Subdivision are supporting and maintaining the numerous integrated software and hardware systems that provide library services to the public directly and through the staff, making newly acquired materials findable and available to the public quickly and efficiently, and developing optimum utilization and productivity from automation systems through staff training and skills development.



### Expenditures - 16565654

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>550,574</b>	<b>539,029</b>	<b>577,003</b>
<b>Operations</b>	<b>253,051</b>	<b>550,787</b>	<b>452,855</b>
<b>Capital</b>	<b>-</b>	<b>25</b>	<b>-</b>
<b>Total</b>	<b>803,625</b>	<b>1,089,841</b>	<b>1,029,858</b>

### Major Budget Items

➔ Appropriations include \$192,142 for support and maintenance of the library's primary automation systems and for software platforms to acquire and provide electronic materials to library members.

➔ FY19 operating capital for the purchase of a new website content management and library catalog overlay software system is \$122,500. This will enable the service-driven library website to be built and maintained more efficiently and will also provide an improved catalog experience for library users, especially on mobile devices.

### Personnel

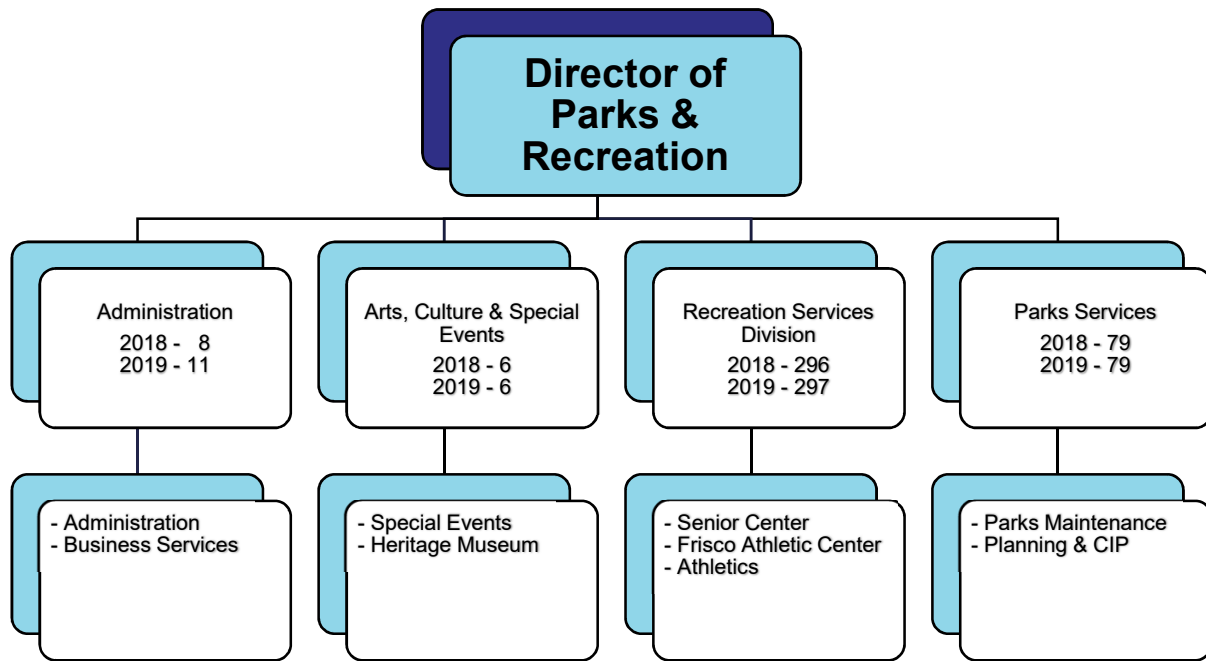
	Level	FY 2017	FY 2018	FY 2019
<b>Library System Specialist</b>	<b>147</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Senior Librarian</b>	<b>143</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Library Production Specialist</b>	<b>137</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Library Technician</b>	<b>120</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>6</b>	<b>6</b>	<b>6</b>



# PARKS AND RECREATION DEPARTMENT SUMMARY

## DEPARTMENT MISSION

To offer experiences in culture, discovery, wellness and play through exceptional service, facilities, parks and programs; and to be good stewards of our resources for Frisco residents and visitors.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 1,350,261	\$ 1,175,235	\$ 1,317,784	12.13%
Senior Center	591,450	732,448	757,035	3.36%
Frisco Athletic Center	4,730,564	5,210,263	5,136,682	-1.41%
Athletics	496,388	492,312	635,595	29.10%
Parks & Median Maintenance	6,730,621	8,228,882	8,605,284	4.57%
Special Events	423,731	512,838	463,521	-9.62%
Planning & CIP	440,029	433,389	411,525	-5.04%
Heritage Museum	113,084	172,242	214,366	24.46%
<b>Totals</b>	<b>\$ 14,876,129</b>	<b>\$ 16,957,609</b>	<b>\$ 17,541,792</b>	<b>3.44%</b>

# PARKS AND RECREATION

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Long-Term Financial Health

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17510000 - Administration</b>						
📁	Encourage fiscal responsibility	Secure traditional and non-traditional revenue opportunities	Cost recovery rate for the P&R operational budget	46%	44%	45%
<b>17572000 - Frisco Athletic Center</b>						
📁	Encourage fiscal responsibility	Continue to utilize a business-model approach to attract revenue streams while monitoring expenditures	Maintain a 100% cost recovery rate for the facility's operations	106%	100%	100%
<b>17576000 - Special Events</b>						
📁	Responsible stewardship of financial resources	Secure cash, contributions and market-supported fees for events	Recover 100% of costs to implement special events	113%	112%	104%
✓		Utilize volunteers to supplement staffing for events	Annual volunteer hours	1,189 hrs	2,018 hrs	2,018 hrs
⌚			Annual volunteer cost savings	\$26,324	\$44,678	\$49,763
✓	Provide quality recreational opportunities	Provide health & wellness opportunities to adults through community activities	Annual program participants	2,100	2,200	2,400

## PARKS AND RECREATION

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Long-Term Financial Health, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17578000 - Planning &amp; CIP</b>						
📁	Provide expanded funding for Divisional programs	Secure funding, via cash or value-in-kind, from non-core revenue sources, i.e. grants, rentals, sponsorships, partnerships, etc.	Annual per capita funding	\$23.87	\$6.55	\$7.00

### Strategic Focus Area: Infrastructure

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17578000 - Planning &amp; CIP</b>						
📁	Sustain and maintain the City's infrastructure	Provide timely improvement, expansion and maintenance of infrastructure to meet the needs of expanding population	Acres of parkland per 1,000 residents	9.8	9.2	11.5
		Develop parks and trail systems to connect all parts of the City and our regional trail systems	Residents that can walk to a City park in 15 minutes	77%	77%	72%

# PARKS AND RECREATION

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17510000 - Administration</b>						
📁	Provide effective and efficient services with integrity in a responsive and fair manner	Gauge the community's satisfaction with the Department's offerings	80% of respondents are satisfied	80%	80%	80%
	Combine detailed hiring practices with a rewarding and satisfying work environment	Attain an 85% retention rate for full-time employees	Retention rate for full-time employees	90%	90%	90%
<b>17575000 - Parks &amp; Median Maintenance</b>						
📁	Provide visually appealing public open spaces	Implement quality maintenance standards	Medians maintained in a 7 day cycle	85%	99%	99%

### Strategic Focus Area: Sustainable City

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17572000 - Frisco Athletic Center</b>						
📁	Maximize efficiency while reducing resources	Implement financial and promotional incentives to reduce overall membership transaction time	Membership transactions performed via monthly auto-draft option	68%	70%	72%
<b>17575000 - Parks &amp; Median Maintenance</b>						
📁	Provide quality maintenance to ensure long-term sustainability	Maintain park infrastructure, open spaces and ROW to sustain the life of these facilities	Park acres per maintenance employee (benchmark 15:1)	19:1	22:1	22:1

# PARKS AND RECREATION



## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Civic Involvement

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
17571000 - Senior Center						
	Encourage civic pride and community involvement	Offer avenues to encourage volunteer participation	Annual volunteer hours	3,071	3,500	3,750
			Annual volunteer cost savings	\$75,730	\$86,310	\$92,475
	Provide opportunities for seniors citizens to increase health, wellness and socialization	Increase awareness of services and offer a variety of programs for members	Average monthly membership	1,805	1,972	2,000
			Annual member visits (scans)	54,391	62,000	68,000
			Scheduled program participation	23,292	26,000	29,000
17576000 - Special Events						
	Encourage civic pride and community involvement	Offer a wide variety of special events which cater to multiple segments of the population	Maintain a minimum residential attendance of 25%	31,513	35,468	45,000

### Strategic Focus Area: Leisure and Culture

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17572000 - Frisco Athletic Center</b>						
✓	Provide quality recreational opportunities	Remain a desired destination by offering desirable programs and activities	Annual membership participation	710,000	700,000	700,000
			Annual program participation	161,000	165,000	170,000

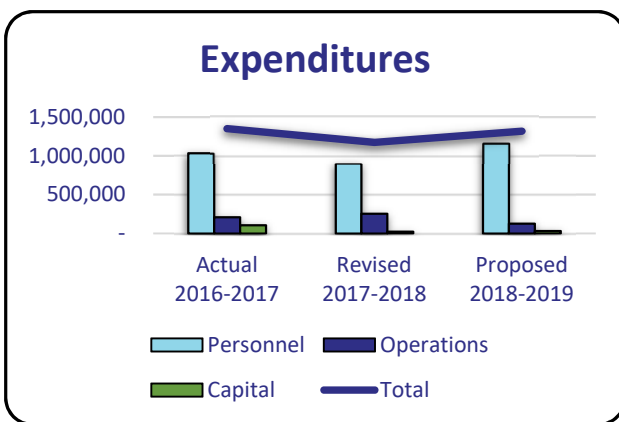
## Core Services

Administration is responsible for overseeing and administering all of the Divisions within the Department. The Administration Division ensures that vacancies within the Department are filled with high quality applicants. In addition, training needs for all aspects of the Department are identified, ensuring that accreditation standards through the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) are achieved.

The City's Parks & Recreation (P&R) Department received national accreditation from the National Recreation and Park Association in 2012, becoming the 74th municipal Parks and Recreation Department in the United States and only the 7th in the State of Texas receiving this recognition.

## Key Points Affecting Service, Performance, and Proposed Budget

- The FY19 Budget appropriations will support the administrative staff's efforts to improve currently provided services to the community.



## Expenditures - 17510000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,035,772	900,801	1,159,764
Operations	208,969	254,306	127,045
Capital	105,520	20,128	30,975
<b>Total</b>	<b>1,350,261</b>	<b>1,175,235</b>	<b>1,317,784</b>

## Major Budget Items

- Capital funding has been provided for the replacement of a 2008 Ford F-150 Truck.
- A Business Services Manager and an Administrative Assistant from Frisco Athletic Center and an Administrative Assistant from Special Events have been transferred to Administration beginning in FY19.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Director of Parks and Recreation	205	1	1	1
Assistant Director - Parks Operations	200	1	1	1
Arts, Culture and Special Events Manager	156	-	1	1
Business Services Manager	156	-	-	1
Leisure Services Manager	-	1	-	-
Recreation Services Manager	156	1	1	1
Marketing Coordinator	140	1	1	1
Marketing Production Specialist	137	-	1	1
Marketing Assistant (PT)	-	1	-	-
Office Manager	135	1	1	1
Administrative Assistant	124	1	1	3
<b>Total</b>		<b>8</b>	<b>8</b>	<b>11</b>

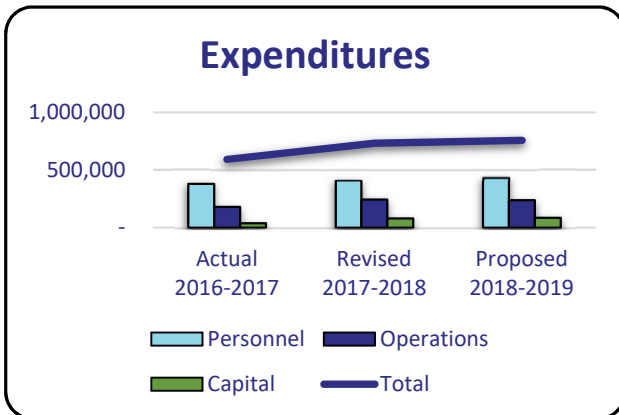
**Core Services**

The Senior Center at Frisco Square is an award-winning facility which provides a large variety of programs and activities for Frisco's growing senior adult population.

Originally opened in 2004, the 17,000 square-foot facility has hundreds of participatory programs, trips and special events. In addition, the facility provides an excellent avenue for self-paced and social opportunities. The Senior Center prides itself as a welcoming place for those interested in visiting with their friends, making new friends - all while keeping the mind and body energized.

**Key Points Affecting Service, Performance, and Proposed Budget**

- The Frisco Senior Center maintains staff at current levels. The current staff's activities include researching, planning, organizing and implementing an increasing number of events throughout the year.
- The FY15 bond sale included funds for the new Senior Center Facility - The Grove at Frisco Commons. With an anticipated opening in 2020, staff is preparing for the new facility and its expanded level of services.



**Expenditures - 17571000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	377,571	409,615	434,391
<b>Operations</b>	178,493	243,784	237,729
<b>Capital</b>	35,386	79,049	84,915
<b>Total</b>	591,450	732,448	757,035

**Major Budget Items**

- Capital funding of \$24,637 has been provided for the replacement of 3 Treadmills and 1 Elliptical Machine in the Fitness area.
- An additional Part-time Recreation Aide will be added in FY19 to accommodate the growing attendance and use of the Senior Center Facility.

**Personnel**

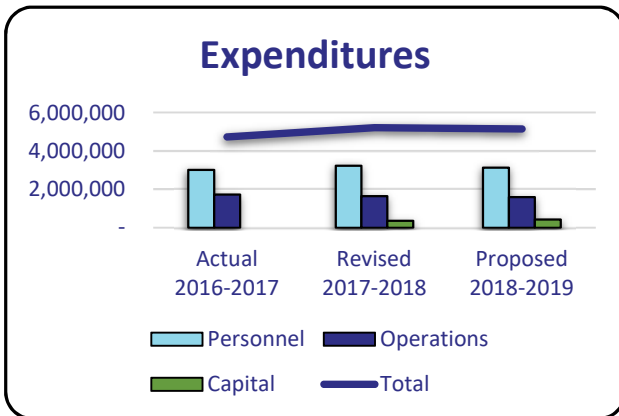
	Level	FY 2017	FY 2018	FY 2019
<b>Center Supervisor</b>	141	1	1	1
<b>Recreation Programmer</b>	133	2	2	2
<b>Senior Recreation Leader</b>	120	2	2	2
<b>Van Driver (PT)</b>	112	3	3	3
<b>Recreation Aide (PT)</b>	106	3	3	4
<b>Total</b>		11	11	12

**Core Services**

Be a leader in combating the alarming trend of people leading a sedentary lifestyle. The Frisco Athletic Center (FAC) aims to reverse this trend by offering quality activities that strengthens ones self-esteem, physical health & wellness, mental stimulation and social capabilities while uniting families and our community.

**Key Points Affecting Service, Performance, and Proposed Budget**

➔ The FAC aims to recover 100% of operational costs through a progressive financial approach which is beneficial to both resident members and residents who are not members; a win-win approach for everyone. The FAC routinely welcomes more than 700,000 visits per year. The FAC's goal is to provide superior customer service, excellent programs and activities, state-of-the-art equipment, and a safe and well-maintained environment at an affordable price.



**Expenditures - 17572000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	3,014,667	3,227,906	3,119,132
Operations	1,715,897	1,630,840	1,595,550
Capital	-	351,517	422,000
<b>Total</b>	<b>4,730,564</b>	<b>5,210,263</b>	<b>5,136,682</b>

**Major Budget Items**

- ➔ The FAC will add \$422,000 in replacement items to keep the facility updated including fitness equipment.
- ➔ The Business Services Manager and Administrative Assistant have been transferred to Administration in FY19.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
Business Services Manager	-	-	1	-
Assistant Recreation Services Manager	-	1	-	-
Aquatic Operations Superintendent	153	1	1	1
Program & Fitness Superintendent	153	1	1	1
Customer Service Superintendent	153	1	1	1
Athletic Center Supervisor	141	4	3	3
Aquatic Center Supervisor	141	1	1	1
Senior Facilities Technician	139	-	1	1
Athletic Center Coordinator	133	3	3	3
Aquatic Center Coordinator	133	2	2	2
Aquatic Program Coordinator	133	-	1	1
Facility Technician	124	2	1	1
Administrative Assistant	-	1	1	-
Customer Service Representative	120	2	4	4
Recreation Leader (PT)	112	7	4	4
Head Lifeguard (6 PT, 11 SL)	112	17	17	17
Water Safety Instructor (14 PT, 8 SL)	112	22	22	22
Recreation Aide (2 FT, 40 PT, 16 SL)	106	59	58	58
Lifeguard (42 PT, 90 SL)	106	132	132	132
Assistant Swim Instructor I/II (13 PT, 9 SL)	102/106	22	22	22
<b>Total</b>		<b>278</b>	<b>276</b>	<b>274</b>

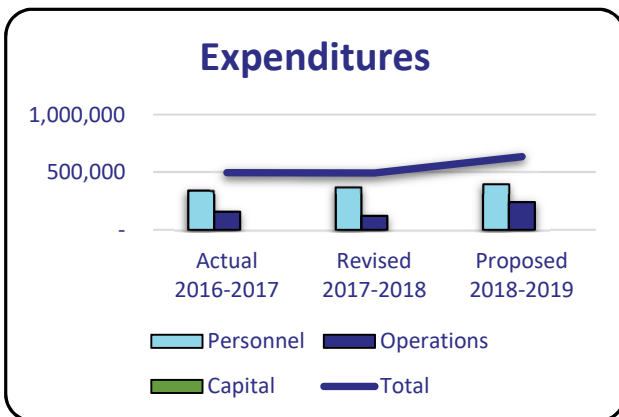


## Core Services

The Athletic Facilities Division oversees internal and outside organizational usages for Athletic Facilities. The Division works as a liaison with associations that offer recreational activities to youth and adult residents. Adult sports currently offered are softball, flag football, kickball, and cricket. The Division also offers Athletic Events, such as MLB's "Pitch, Hit, & Run" and the NFL's "Punt, Pass, & Kick". The "On-Deck Circle" is a quality baseball/softball training area located at Harold Bacchus Community Park.

## Key Points Affecting Service, Performance, and Proposed Budget

➔ Due to the increase in demand, the Division will begin to offer and manage Cricket as part of the adult sport offerings available to our citizens.



## Expenditures - 17574000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>339,874</b>	<b>371,184</b>	<b>395,979</b>
<b>Operations</b>	<b>156,514</b>	<b>121,128</b>	<b>239,616</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>496,388</b>	<b>492,312</b>	<b>635,595</b>

## Major Budget Items

➔ Appropriations for FY19 include 2 additional Part-time Facilities Monitors to help cover pavillion rentals and allow for a greater presence throught the entire year.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Athletics Program Supervisor</b>	<b>141</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Recreation Center Supervisor</b>	<b>141</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Athletic Coordinator</b>	<b>133</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Recreation Programmer</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Recreation Facilities Monitor (PT)</b>	<b>122</b>	<b>2</b>	<b>2</b>	<b>4</b>
<b>Customer Service Representative</b>	<b>120</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Recreation Aide (PT)</b>	<b>106</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total</b>		<b>9</b>	<b>9</b>	<b>11</b>

## PARKS AND RECREATION

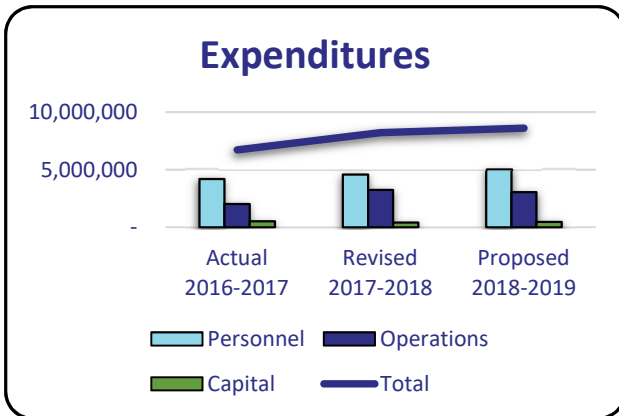
## Parks and Median Maintenance

### Core Services

The Parks & Median Maintenance Division manages the maintenance of the city's neighborhood parks, community parks, hike & bike trails and additional special purpose park sites. The Division is continually striving to provide the City's growing population with quality parks, open spaces and facilities. The Division is committed to having a great park system that complements the overall image and livability of the City.

### Key Points Affecting Service, Performance, and Proposed Budget

- The Division manages more than 1,500 acres of park land, including nearly 60 athletic game fields.
- The Division manages approximately 300 acres of medians along the City's roads and highways.



### Expenditures - 17575000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	4,178,161	4,574,070	5,079,870
Operations	2,024,207	3,239,944	3,048,989
Capital	528,253	414,868	476,425
Total	6,730,621	8,228,882	8,605,284

### Major Budget Items

- Contract services in FY18 provided for approximately 216 acres of medians to be maintained by a contract landscape company. In FY19 additional funding of \$170,000 is being provided to increase the acreage to include an additional 100 acres of medians. This allows for contract services for all medians.
- The Operations budget also includes additional funding for pesticides to continue to manage weeds on City properties.
- Capital funding of \$426,925 will provide for replacement of 10 trailers, 5 mowers, Ballfield Machine, 2 trucks, and Lightning Prediction System. Capital funding of \$49,500 will provide for the addition of a Wide Area Mower (Snake), and a Ballfield Paint Sprayer.

### Personnel

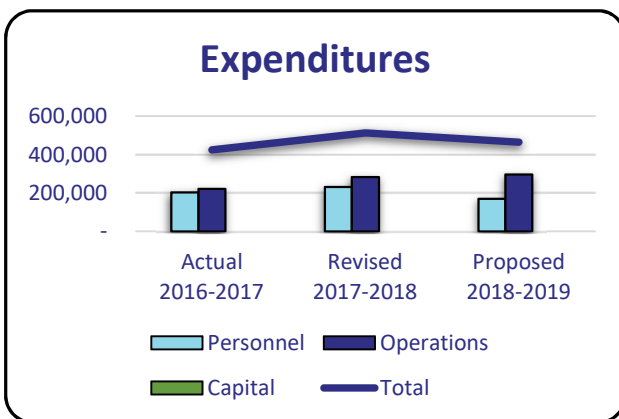
	Level	FY 2017	FY 2018	FY 2019
Parks Superintendent	153	2	3	3
Parks Supervisor	143	2	1	1
Crew Leader	131	11	12	12
Irrigation Crew Leader	131	1	1	1
Certified Applicator	129	1	1	1
Licensed Irrigator	126	2	2	2
Equipment Operator	123	11	11	11
Senior Mechanic - Small Engine	122	1	1	1
Mechanic - Small Engine	119	1	1	1
Irrigation Technician	119	4	4	4
Maintenance Worker	118	40	38	38
Total		76	75	75

### Core Services

The Special Events Division provides direction and managerial oversight for each of the following areas: recreation programs and special events. The Division services the residents by improving the quality of the life of our community through exceptional programs and special events.

### Key Points Affecting Service, Performance, and Proposed Budget

➔ The FY19 Budget provides for a variety of recreational programs with an emphasis on administering memorable special events such as Merry Main Street, Daddy Daughter Dance, Mother Son Dance, and the Frosty 5K Run. New and fresh events such as Concert in the Park, Paws in the Pool, and a month-long calendar of events in July supporting National Parks & Recreation Month will be offered.



### Expenditures - 17576000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	202,414	230,666	168,594
Operations	221,317	282,172	294,927
Capital	-	-	-
<b>Total</b>	<b>423,731</b>	<b>512,838</b>	<b>463,521</b>

### Major Budget Items

- ➔ FY19 will see a slight increase in Operational expenses mainly due to costs associated with the hosting of special events.
- ➔ The Administrative Assistant has been transferred to Administration beginning in FY19.

### Personnel

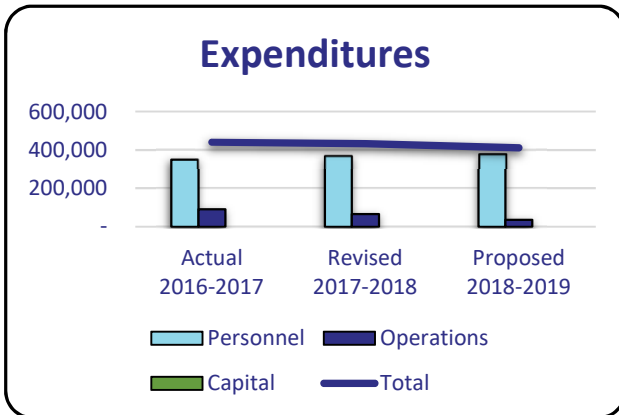
	Level	FY 2017	FY 2018	FY 2019
Special Events Program Supervisor	141	1	1	1
Recreation Programmer	133	1	1	1
Administrative Assistant	-	1	1	-
Intern (PT)	114	1	1	1
<b>Total</b>		<b>4</b>	<b>4</b>	<b>3</b>

**Core Services**

The Planning & CIP Division provides for long-range planning of the City's parks and recreation system, including the acquisition and development of parks, open space, and trail systems within the community.

**Key Points Affecting Service, Performance, and Proposed Budget**

➤ Staff is currently managing over 30 different projects within the Department. Projects range from small scale renovations to large scale Community Park design and construction projects.



**Expenditures - 17578000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>348,940</b>	<b>367,212</b>	<b>376,838</b>
<b>Operations</b>	<b>91,089</b>	<b>66,177</b>	<b>34,687</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>440,029</b>	<b>433,389</b>	<b>411,525</b>

**Major Budget Items**

➤ FY19 expenses are reduced due to completion of projects requiring Professional Services in FY18.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>Parks Services Manager</b>	<b>156</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Planning &amp; CIP Superintendent</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Senior Planner - Parks</b>	<b>147</b>	<b>2</b>	<b>1</b>	<b>2</b>
<b>Planner - Parks</b>	<b>141</b>	<b>1</b>	<b>2</b>	<b>1</b>
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>

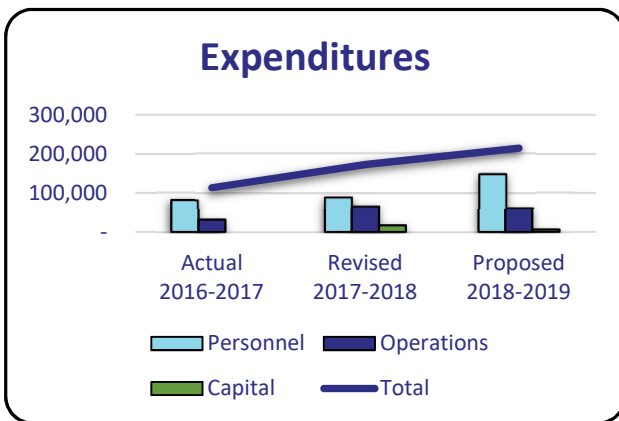
## Core Services

Through a visit to the Frisco Heritage Museum and Frisco Village, Frisco residents and visitors can embark on a journey through local history. The Museum features exhibits highlighting local artifacts and photographs, as well as, an old-time cinema house showing multimedia presentations.

Frisco Village is comprised of buildings representing the area's rich history.

## Key Points Affecting Service, Performance, and Proposed Budget

- The Heritage Museum will support the City Council's goal of making the Museum and Frisco Village a premier destination by actively providing information about the facilities and what they have to offer.
- The Heritage Museum staff will enhance exhibits and events that will support increased visitor attendance and participation.



## Expenditures - 17579000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	81,860	89,191	147,569
Operations	31,224	66,013	60,850
Capital	-	17,038	5,947
<b>Total</b>	<b>113,084</b>	<b>172,242</b>	<b>214,366</b>

## Major Budget Items

- Major expenses in the Operational budget continue to be contract services related to public events.
- Appropriations for FY19 include the addition of an Arts & Culture Educator, and related expenses.

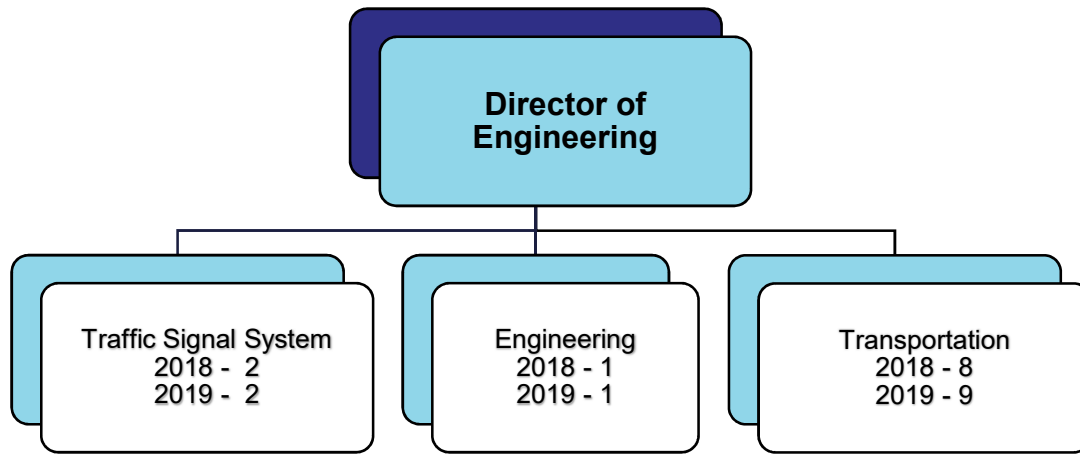
## Personnel

	Level	FY 2017	FY 2018	FY 2019
Heritage Park Coordinator	140	1	1	1
Arts & Culture Educator	136	-	-	1
Rec Aide (PT)	106	-	1	1
<b>Total</b>		<b>1</b>	<b>2</b>	<b>3</b>

# ENGINEERING SERVICES DEPARTMENT SUMMARY

## DEPARTMENT MISSION

To provide municipal infrastructure delivery through management of City funded capital projects and review of private development projects, provide transportation engineering and operations services to the residents, and facilitate engineering and technical services to infrastructure operations and maintenance.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 149,524	\$ -	\$ -	N/A
Traffic Signal System	2,350,955	695,609	634,787	-8.74%
Traffic Control	1,204,680	-	-	N/A
Engineering	-	188,641	147,852	-21.62%
Transportation	1,309,747	1,473,474	1,562,086	6.01%
<b>Totals</b>	<b>\$ 5,014,906</b>	<b>\$ 2,357,724</b>	<b>\$ 2,344,725</b>	<b>-0.55%</b>

## ENGINEERING SERVICES

### City Council Strategic Focus Areas served by this Department



### Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Excellence in City Government

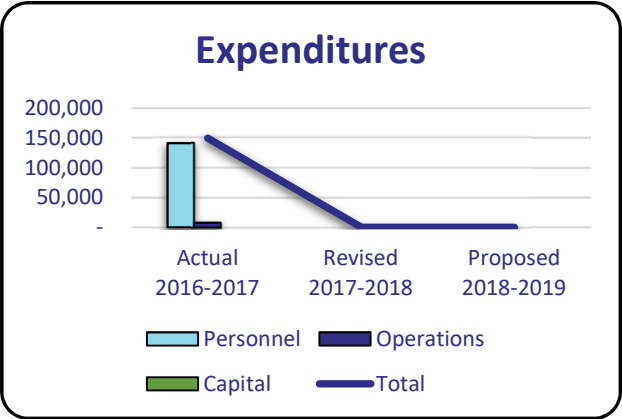
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>18088000 - Engineering</b>						
📁	Prepare for the future	Acquire ROW/Easements for CIP Projects prior to construction	ROW/Easements Acquired	N/A	102	120
		Conduct Group and Individual Utility Coordination meetings	Meetings held	N/A	40	50

### Strategic Focus Area: Infrastructure, Sustainable City, and Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>18085000 - Traffic Signal System</b>						
📁	Enhance mobility and safety along arterial streets	Proactively identify problems with the traffic signal system	Work Orders created to fix traffic signal problems	313	365	350
<b>18089000 - Transportation</b>						
✓	Enhance mobility and safety along arterial streets	Enhance mobility and safety for all travelers	Traffic signals installed	5 New & 2 Rebuild	11 New & 13 Rebuild	10 New & 6 Rebuild
📁	Provide safe and efficient driving environment	Install new arterial lighting	Miles of arterial roadway lighting added	11	-	5
	Improve traffic safety through design and operations	Reduce the number of crashes	Crashes per 1,000 residents	12.21	11.92	11.65
	Provide superior private development review	Meet established expectations	Submittals reviewed within 4 weeks turnaround time	91% of 1,551	92% of 1,450	94% of 1,450
	Provide superior private development review	Meet established expectations	Residential submittals reviewed within 4 weeks turnaround time	58% of 129	60% of 120	70% of 100
	Accommodate event traffic at Toyota Stadium and Ford Center	Clear traffic for events with < 15,000 attendees	Events cleared in 45 minutes or less	13 of 15	21 of 22	18 of 20
		Clear traffic for events with >15,000 attendees	Events cleared in 75 minutes or less	16 of 16	7 of 8	7 of 8

Core Services

The staff in the Administration Division were reassigned to the Engineering Division in FY18 to align functionality with services. This information is for historical purposes only.



Expenditures - 18010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	141,043	-	-
Operations	8,481	-	-
Capital	-	-	-
Total	149,524	-	-

Personnel

ROW Services Administrator

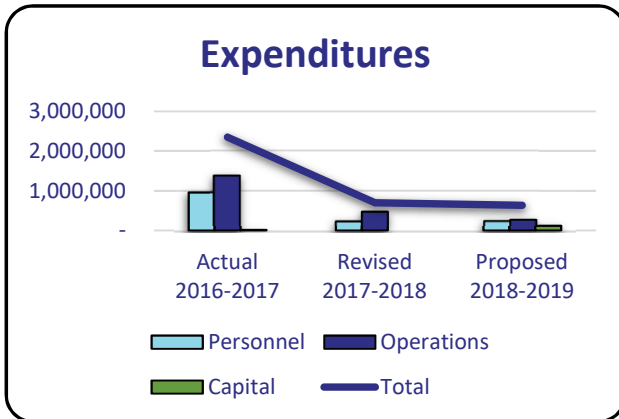
Total

Level	FY 2017	FY 2018	FY 2019
-	1	-	-
Total	1	-	-



**Core Services**

The Signal Control Division has been renamed the Traffic Signal System Division after the maintenance personnel were relocated to a Public Works Division for FY18. The Traffic Signal System Division operates the traffic signal system (which also includes traffic cameras, radio equipment, and communications and networking equipment).

**Key Points Affecting Service, Performance, and Proposed Budget****Expenditures - 18085000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	956,734	226,837	240,496
Operations	1,377,247	468,772	272,791
Capital	16,974	-	121,500
<b>Total</b>	<b>2,350,955</b>	<b>695,609</b>	<b>634,787</b>

**Major Budget Items**

- ➔ Capital funding is provided for the upgrade of two Traffic Signal Communication towers.

**Personnel**

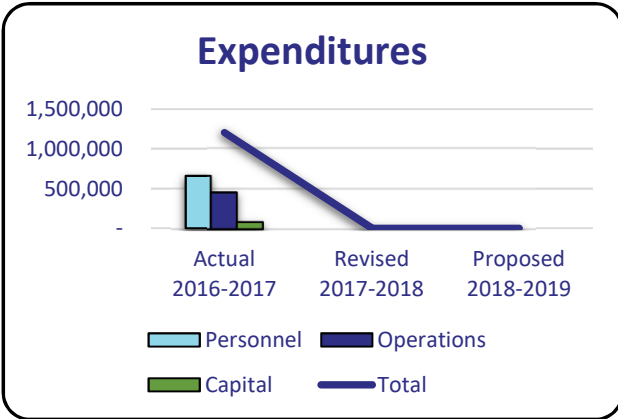
	Level	FY 2017	FY 2018	FY 2019
Traffic Signal Superintendent	-	1	-	-
ITS Project Manager	150	-	1	1
Traffic Signal Supervisor	-	1	-	-
Senior Signal Systems Operator	-	1	-	-
Senior Roadway Lighting Technician	-	1	-	-
Signal Systems Operator	136	1	1	1
Senior Signal Technician	-	2	-	-
Traffic Technician	-	1	-	-
Signal Technician II	-	3	-	-
Signal Technician I	-	2	-	-
<b>Total</b>		<b>13</b>	<b>2</b>	<b>2</b>

## ENGINEERING SERVICES

## Traffic Control

### Core Services

The Traffic Control Division was reassigned to the new Public Works Traffic Control Operations Division effective October 1, 2017 with the Departments' reorganization. The information shown below is for historical purposes only.



### Expenditures - 18086000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	660,384	-	-
Operations	455,158	-	-
Capital	89,138	-	-
<b>Total</b>	<b>1,204,680</b>	-	-

### Personnel

Signs and Marking Supervisor  
 Sign Shop Coordinator  
 Senior Signs and Marking Technician  
 Signal Technician I  
 Signs and Marking Technician

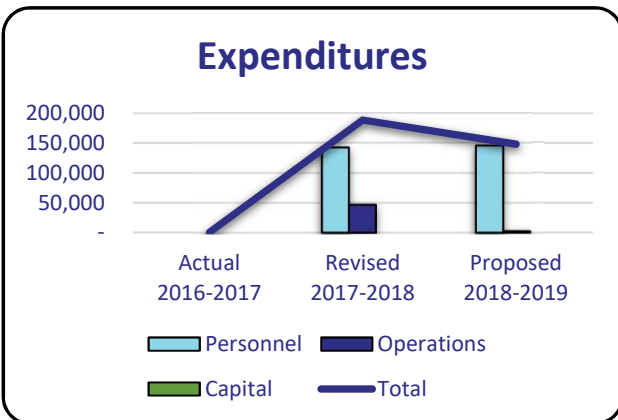
Level	FY 2017	FY 2018	FY 2019
-	1	-	-
-	1	-	-
-	4	-	-
-	1	-	-
-	2	-	-
<b>Total</b>	<b>9</b>	-	-

## Core Services

The Right of Way Services Administrator is responsible for acquiring Right of Way for both Capital and Development projects and managing franchise utility relocations for Capital Projects.

## Key Points Affecting Service, Performance, and Proposed Budget

- Right of Way procurement is managed through this Division.



## Expenditures - 18088000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	142,282	145,226
Operations	-	46,359	2,626
Capital	-	-	-
<b>Total</b>	<b>-</b>	<b>188,641</b>	<b>147,852</b>

## Major Budget Items

- Primary expenditures are personnel related in this Division. Reduction from FY18 to FY19 is related to a transfer of Professional Services expenses.

## Personnel

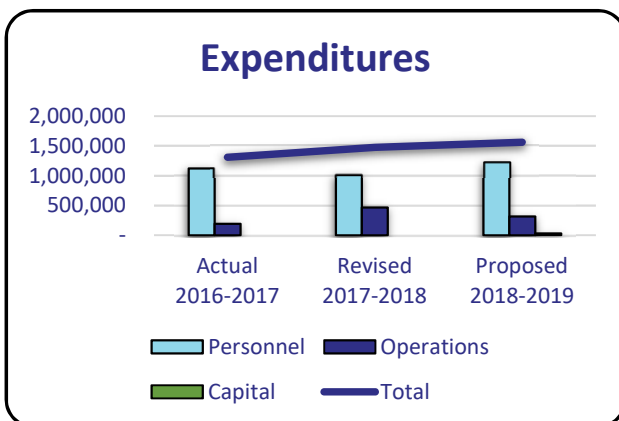
	Level	FY 2017	FY 2018	FY 2019
ROW Services Administrator	150	-	1	1
<b>Total</b>		<b>-</b>	<b>1</b>	<b>1</b>

### Core Services

The Transportation Division is responsible for the management of traffic signal and lighting capital projects, operation of transportation infrastructure, special event traffic operations, infrastructure planning, data collection and analysis, transit, Smart City technology, and transportation engineering review for all development in the City.

### Key Points Affecting Service, Performance, and Proposed Budget

- The majority of operational expenditures consist of independent studies by outside consultants. These studies typically result in master planning documents or reports analyzing transportation data or alternatives. The funding for consulting work in FY19 will include data collection, reviewing the design of roundabouts proposed by developers, and researching cyber security for our traffic signal system.
- The City's fast growth is reflected by the increasing number of development plans reviewed each year by the Division (13% annual growth FY12 to FY17 with a projected leveling off in FY18). The addition of a new Traffic Technician position in the FY19 budget will help us to process the high level of development, respond to citizen requests, and collate data while freeing up our engineers to tackle the new, growing tasks in our Division such as transit and Smart City technologies.



### Expenditures - 18089000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,118,512	1,009,451	1,217,341
Operations	191,235	464,023	314,345
Capital	-	-	30,400
<b>Total</b>	<b>1,309,747</b>	<b>1,473,474</b>	<b>1,562,086</b>

### Major Budget Items

- Appropriations are provided in FY19 for a Traffic Technician and related expenditures.
- Capital funding for the replacement of a 2003 Chevrolet Pick-up has been provided in FY19.
- Professional services include funding to study cyber security for our traffic signal system, analyze roundabouts proposed by developers, and to research the designs and use of mini-roundabouts as a traffic calming tool.
- FY19 professional services will also include collecting traffic data as part of our annual traffic count program and producing an annual crash study.

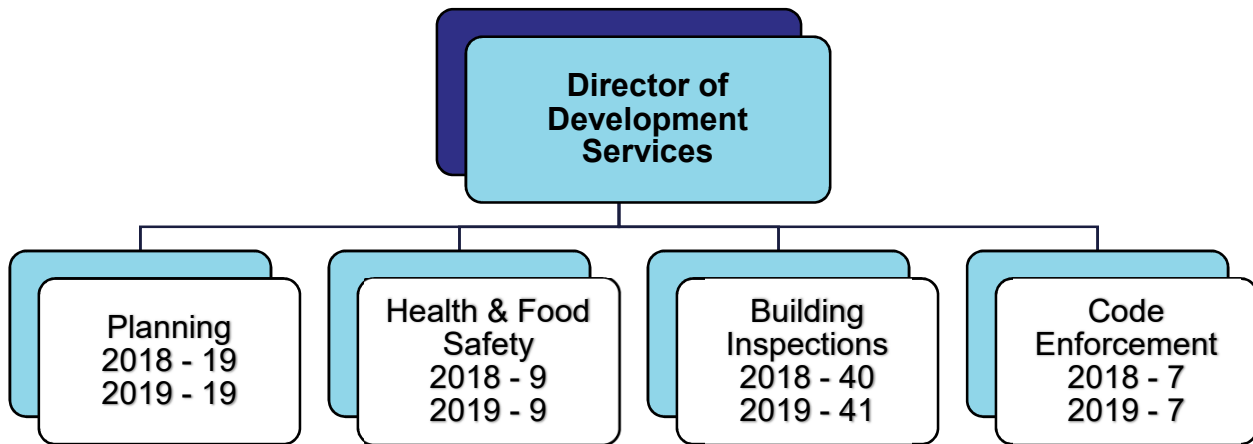
### Personnel

	Level	FY 2017	FY 2018	FY 2019
Asst Director of Engineering Services/Transportation	204	1	1	1
Transportation Planning Manager	163	-	1	1
Traffic Signal and ITS Manager	163	-	1	1
Senior Traffic Engineer	-	2	-	-
Traffic Engineer	155	2	3	2
EIT	143	1	1	2
Traffic Technician	134	1	1	2
<b>Total</b>		<b>7</b>	<b>8</b>	<b>9</b>

# DEVELOPMENT SERVICES DEPARTMENT SUMMARY

## DEPARTMENT MISSION

To support the City's efforts in becoming a community of value that focuses on the quality of life through services we provide and laying the foundation for a sustainable future through innovative planning and building practices. The Department will provide services and programs to minimize the risk of illness and injury to the community.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Planning	\$ 1,504,429	\$ 2,280,326	\$ 2,611,442	14.52%
Health and Food Safety	835,349	996,016	1,007,983	1.20%
Building Inspections	3,559,029	3,768,116	4,183,733	11.03%
Code Enforcement	<u>664,089</u>	<u>627,984</u>	<u>819,529</u>	<u>30.50%</u>
<b>Totals</b>	<u>\$ 6,562,896</u>	<u>\$ 7,672,442</u>	<u>\$ 8,622,687</u>	<u>12.39%</u>

# DEVELOPMENT SERVICES





## City Council Strategic Focus Areas served by this Department



### Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Public Health & Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
19010000 - Planning						
	Provide superior development review services	Provide services in the most efficient manner and accurate manner	Staff comments for pre-submittal meetings provided to applicants within 2 business days from the day the meeting is held	N/A	N/A	100%
			Staff comments for plans/plats provided to applicants within 10 business days	100%	100%	100%
19094000 - Health and Safety						
	Provide superior service delivery	Provide services in the most efficient accurate manner	Review time: restaurants 15 business days	95%	95%	100%
			Review time: pool plans 10 business days	93%	95%	100%
19096000 - Building Inspections						
✓	Provide superior development review services	Provide services in the most efficient and accurate manner	Goal of 15 inspections per inspector per business day	21	16.5	16
19098000 - Code Enforcement						
	Provide quality programs and services which promote community well being	Proactively improve public health and safety	Maintenance/ Zoning complaint response within 1 business day (weekends & Holidays not included)	100%	100%	100%
	Provide quality programs and services which promote community well being	Provide quality education through multiple outlets	Conduct 20 outreach efforts (HOA; Round Table; Cable Channel; City Events)	N/A	15	20

# DEVELOPMENT SERVICES

## City Council Strategic Focus Areas served by this Department



### Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Excellence in City Government

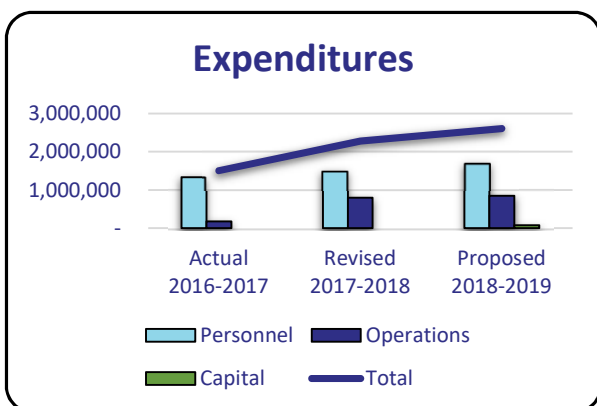
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>19010000 - Planning</b>						
✓	Promote and develop standards and provide services that maintain sustainable property values	Maintain participation in the 5-Star Neighborhood Program	Review ten 5-Star Neighborhoods annually	N/A	N/A	14
<b>19096000 - Building Inspections</b>						
📁	Provide superior development review services	Provide services in the most efficient manner and accurate manner	Single family plans review - 10 business days	100%	90%	100%
			Commercial plans review - 15 business days	74%	90%	90%
✓	Promote and develop standards and provide services that maintain sustainable property values	Use programs to work with property owners, managers, and landlords to maintain code compliance	Multifamily structures inspected for code compliance (100%)	24	36	41
<b>19098000 - Code Enforcement</b>						
✓	Promote and develop standards and provide services that maintain sustainable property values	Coordinate neighborhood cleanups	Conduct neighborhood cleanups (as needed)	3	2	2
		Compliance	Cases abated within 30 calendar days	N/A	N/A	90%

### Core Services

The Planning Division coordinates the updating/administering of the City's Comprehensive Plan's policy statements that addresses planning and development topics, and forecasts of demographic data. Planning also oversees the development of the City to ensure compliance with the City's Zoning and Subdivision Ordinances, and coordinates the pre-submittal meetings and development review process. Planning manages the processing of zoning and development cases through the development process, and prepare staff reports to the Planning & Zoning Commission, and City Council.

### Key Points Affecting Service, Performance, and Proposed Budget

- Continue the Downtown Master Plan and US 380 Overlay District studies and implementation of studies.
- Continue to implement the 5-Star Neighborhood Program to work with communities on best practices for managing a homeowners' association.
- Work with the City Manager's Office for approval and implementation of City-wide electronic plan review software.
- Per the Department's Strategic Plan, the staff routinely reviews ordinances to keep current of recent legislative changes. Continue on the Downtown Master Plan, scheduled for completion August 2018. Other projects looking to schedule, SUP Recension and Rezoning Multi-Family properties that have developed as Single-Family, and review Cell Tower regulations.
- Continue to monitor annexation agreements in the City's extraterritorial jurisdiction and/or process annexation



### Expenditures - 19010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,331,760</b>	<b>1,486,084</b>	<b>1,684,158</b>
<b>Operations</b>	<b>172,669</b>	<b>794,242</b>	<b>847,284</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>80,000</b>
<b>Total</b>	<b>1,504,429</b>	<b>2,280,326</b>	<b>2,611,442</b>

### Major Budget Items

- A combination of Operational and Capital funding appropriations of \$480,000 have been provided for the implementation of an Electronic Plan Review System and related equipment.
- Operational appropriations of \$300K have been provided for the Downtown Masterplan.



**DEVELOPMENT SERVICES****Planning****Personnel**

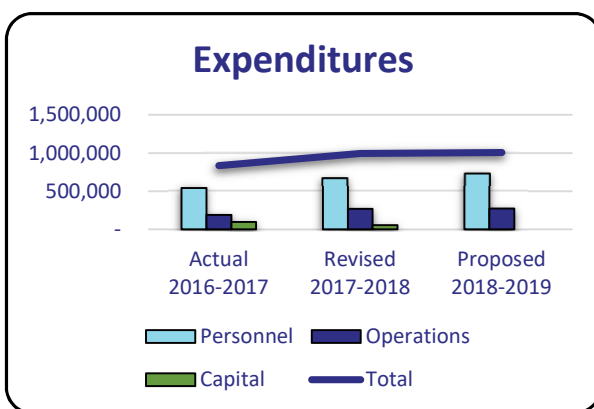
	Level	FY 2017	FY 2018	FY 2019
Director of Development Services	209	1	1	1
Planning Manager	156	1	1	1
Senior Planner	147	2	2	2
Senior Landscape Architect	147	2	2	2
Landscape Architect	141	-	1	1
Planner	141	5	5	5
Administrative Supervisor	133	-	1	1
Senior Administrative Assistant	-	1	-	-
Planning Technician	129	3	3	3
Administrative Assistant	124	1	1	1
Records Clerk	120	1	1	1
Intern (PT)	118	1	1	1
		<hr/>	<hr/>	<hr/>
Total		18	19	19

## Core Services

Health and Food Safety Division provides outstanding services, programs, public health education and standards to ensure the public health regarding health and swimming pool sanitation, and monitors third party contractor for West Nile Virus testing and spraying.

## Key Points Affecting Service, Performance, and Proposed Budget

- Per the Department's Strategic Plan, the staff routinely reviews ordinances to keep current on recent legislative changes and International Code Council changes. There are no Health and Food Safety ordinances up for review in FY19.
- Staff administration of the Mosquito Surveillance and Response program.
- The Division supports the dual Strategic Focus Areas of Public Health and Safety as well as Excellence in City Government through surveillance efforts of mosquito-borne diseases.



## Expenditures - 19094000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	543,137	675,067	735,797
Operations	193,337	267,199	272,186
Capital	98,875	53,750	-
<b>Total</b>	<b>835,349</b>	<b>996,016</b>	<b>1,007,983</b>

## Major Budget Items

- Increase in contract services for additional mosquito traps to a total of 14 fixed and 3 rover sites.
- Approximately 79% of the Operational budget provides for the continuation of the mosquito management services contract.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Environmental Health Supervisor	145	1	1	1
Senior Environmental Health Specialist	139	-	1	1
Environmental Health Specialist	136	4	4	4
Senior Environmental Health Inspector	134	-	1	1
Environmental Health Inspector	132	2	1	1
Environmental Health Technician	129	1	1	1
<b>Total</b>		<b>8</b>	<b>9</b>	<b>9</b>

## DEVELOPMENT SERVICES

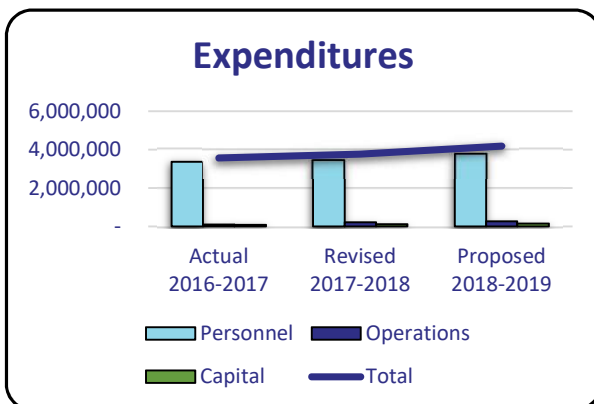
## Building Inspections

### Core Services

The Building Inspections Division is responsible for safeguarding the public health and safety through the review and inspection of all building construction, remodel, addition and alteration. Accessory permits of signs, pools and fences are processed and inspected. Maintenance functions of Multi-family routine inspection and complaint investigation are performed. The Division provides a "walk-in" service for all functions and the cashier function for Engineering Services along with processing Board of Adjustment applications.

### Key Points Affecting Service, Performance, and Proposed Budget

- Per the Department's Strategic Plan, the staff routinely reviews ordinances to keep current of recent legislative changes and International Code Council changes. Updating Contractor Registration Ordinance; Multi-Family Registration Ordinance and Substandard Structure Ordinance.
- Maintaining training budget to provide staff opportunity for professional growth and career advancement to improve the quality services provided.



### Expenditures - 19096000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>3,371,891</b>	<b>3,454,693</b>	<b>3,778,840</b>
<b>Operations</b>	<b>100,830</b>	<b>203,523</b>	<b>264,518</b>
<b>Capital</b>	<b>86,308</b>	<b>109,900</b>	<b>140,375</b>
<b>Total</b>	<b>3,559,029</b>	<b>3,768,116</b>	<b>4,183,733</b>

### Major Budget Items

- Capital funding of \$140,375 has been provided for the replacement of five Trucks in FY19.
- Operational funding of \$42,000 has been provided for the replacement of 7 laptops, 13 desktop, and monitors.
- A Code and Health Manager position has been relocated from Code Enforcement to Building Inspections and reclassified as a Permit Services Manager beginning in FY19.

### Personnel

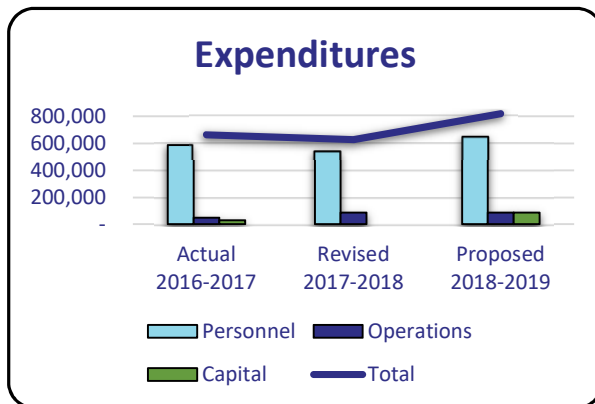
	Level	FY 2017	FY 2018	FY 2019
Building Official	163	1	1	1
Permit Services Manager	153	-	-	1
Assistant Building Official	153	1	1	1
Plans Examiner Supervisor	145	1	1	1
Chief Building Inspector	143	3	3	3
Senior Building Inspector	139	3	2	2
Senior Plans Examiner	139	1	2	2
Multi-Family Inspector	136	1	1	1
Building Inspector	136	17	18	18
Rehabilitation Specialist (100% CDBG Funded)	-	1	-	-
Plans Examiner	136	4	3	3
Building Permit Technician Supervisor	133	-	1	1
Senior Building Permit Technician	-	1	-	-
Senior Administrative Assistant	131	-	1	1
Building Permit Technician	129	4	4	3
Administrative Assistant	-	1	-	-
Customer Service Representative	120	2	2	3
<b>Total</b>		<b>41</b>	<b>40</b>	<b>41</b>

## Core Services

The Code Enforcement Division works in partnership with citizens, property owners, and businesses to promote and maintain a safe and desirable community that maintains and preserves property values. By working with other City Departments and enforcing City ordinances.

## Key Points Affecting Service, Performance, and Proposed Budget

- Per the Department's Strategic Plan, the staff routinely reviews ordinances to keep current of recent legislative changes and International Code Council changes. Update Vacant & Substandard/Unsafe Structure Ordinance. Other projects to schedule, Short Term Rentals-research and review with City Council for direction.
- Staff will work with homeowners to maintain and preserve their property, attend HOA president's meetings and training events.
- The level of budget appropriation is directly related to the level of the Division's assistance in minimizing code violations in neighborhoods and assisting other City Departments. Staff contract for mowing, minor structural removal, and residential clean-up. The City requires reimbursement of this expenditure by the property owner.
- Implement Neighborhood Partnership Program.



## Expenditures - 19098000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>586,238</b>	<b>541,806</b>	<b>644,831</b>
<b>Operations</b>	<b>48,751</b>	<b>86,178</b>	<b>87,745</b>
<b>Capital</b>	<b>29,100</b>	<b>-</b>	<b>86,953</b>
<b>Total</b>	<b>664,089</b>	<b>627,984</b>	<b>819,529</b>

## Major Budget Items

- Personnel appropriations include funding for an additional Code Enforcement officer and related expenditures in the FY19 budget.
- Capital funding of \$55,450 has been provided for the replacement of 2 Ford F-150 trucks.
- The Code and Health Manager has been relocated to Building Inspections and reclassified to a Permit Services Manager beginning in FY19.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Code and Health Manager	-	-	1	-
Code Enforcement Supervisor	141	1	1	1
Senior Code Enforcement Officer	139	1	2	2
Code Enforcement Officer	131	3	1	2
Code Enforcement Technician	129	1	2	2
<b>Total</b>		<b>6</b>	<b>7</b>	<b>7</b>

## NON-DEPARTMENTAL

### Core Services

Non-departmental funding includes transfer out and other miscellaneous funding needs for all General Fund Departments.

### Key Points Affecting Service, Performance, and Proposed Budget

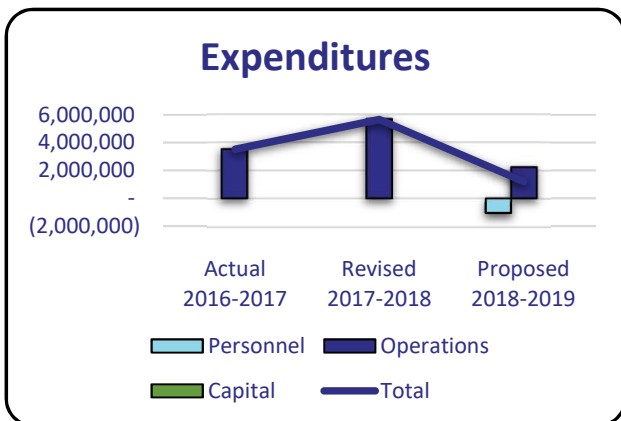
► Operations appropriations included in Revised FY 2018 include transfers of:

Contingency	\$ 6,000
Capital Reserve Fund	4,500,000
Capital Projects Fund	530,000
Grant Fund	250,000
Public Art Fund	227,996
Frisco Freedom Fest	86,700
Public Leased Facility Fund	60,000
Total Transfer to Other Funds	<u>\$ 5,660,696</u>

► Operations appropriations included in Fiscal Year 2019 include transfers of:

Contingency	\$ 500,000
Capital Reserve Fund	1,200,000
Public Art Fund	205,328
Grant Fund	150,000
Public Leased Facility Fund	100,000
Frisco Freedom Fest	80,400
Total Transfer to Other Funds	<u>\$ 2,235,728</u>

► Personnel appropriations for FY19 include a credit to salaries of \$1,500,000 (or approximately 10% of salaries/benefits) budgeted in anticipation of attrition savings and \$453,750 in remaining market adjustments that will be spread throughout the Departments.



### Expenditures - 19999000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	-	(1,046,250)
Operations	3,516,530	5,660,696	2,235,728
Capital	-	-	-
Total	3,516,530	5,660,696	1,189,478

### Personnel

Note: No positions are funded in this Division.



**CITY OF FRISCO  
INSURANCE RESERVE FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

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	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 5,208,126	\$ 5,248,126	\$ 6,351,871	\$ 6,424,871
Receipts:				
Interest Income	43,745	40,000	73,000	72,000
Interfund Transfers - General Fund	1,100,000	-	-	-
<b>Total Revenue</b>	<b>1,143,745</b>	<b>40,000</b>	<b>73,000</b>	<b>72,000</b>
<b>Funds Available</b>	<b>6,351,871</b>	<b>5,288,126</b>	<b>6,424,871</b>	<b>6,496,871</b>
 <b>Fund Balance, Ending</b>	 <b><u>\$ 6,351,871</u></b>	 <b><u>\$ 5,288,126</u></b>	 <b><u>\$ 6,424,871</u></b>	 <b><u>\$ 6,496,871</u></b>

The Insurance Reserve Fund was established in FY 2010 as a separate fund subsidiary to the General Fund. This was accomplished with a transfer from the General Fund. The reserve is set aside to cover unanticipated health insurance claims and as a stabilization fund for premium charges. The fund also covers any implicit rate subsidy for our post employment benefits. In years when claims exceed premiums, this fund could cover the shortfall. Staff continually review program expenses as well as regulations and usage to recommend adjustments as appropriate in insurance rates. Any excess fund program charges will be transferred at the end of the year to the reserve fund.

Reserves are maintained at 25% of claims expenses for FY19. Projected insurance claims and expenses for FY19 total over \$19 million.

This is a subsidiary fund to the General Fund.

**CITY OF FRISCO  
CAPITAL RESERVE FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 10,780,527	\$ 3,588,463	\$ 3,613,354	\$ 8,413,354
Receipts:				
Interest Income	101,891	50,000	50,000	50,000
Interfund Transfers - General Fund	2,814,880	1,000,000	5,000,000	1,200,000
<b>Total Revenue</b>	<b><u>2,916,771</u></b>	<b><u>1,050,000</u></b>	<b><u>5,050,000</u></b>	<b><u>1,250,000</u></b>
<b>Funds Available</b>	<b><u>13,697,298</u></b>	<b><u>4,638,463</u></b>	<b><u>8,663,354</u></b>	<b><u>9,663,354</u></b>
Deductions:				
Expenditures	9,848,944	-	-	-
Interfund Transfers - General Fund	235,000	1,034,880	250,000	1,900,000
<b>Total Deductions</b>	<b><u>10,083,944</u></b>	<b><u>1,034,880</u></b>	<b><u>250,000</u></b>	<b><u>1,900,000</u></b>
<b>Fund Balance, Ending</b>	<b><u>\$ 3,613,354</u></b>	<b><u>\$ 3,603,583</u></b>	<b><u>\$ 8,413,354</u></b>	<b><u>\$ 7,763,354</u></b>

The City Council expressed the desire to establish a reserve for future infrastructure needs and set a financial policy to accomplish this goal. The FY 2008 Budget established the Capital Reserve Fund with a General Fund transfer of \$500,000.

The Fund continues to be supported by transfers from the General Fund, in line with City Policy to transfer funds from the General Fund each year the prior year ending has a net increase to Fund Balance. The ultimate goal is that the annual budget will adequately cover the yearly cost of replacement equipment.

This is a subsidiary fund to the General Fund.



**CITY OF FRISCO  
PUBLIC LEASED FACILITY FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 244,964	\$ 121,971	\$ 347,795	\$ 348,781
Receipts:				
City Building Leases	1,100,050	1,098,035	1,105,936	1,121,944
Interest Income	1,082	700	1,000	700
Interfund Transfers	210,000	-	60,000	100,000
<b>Total Revenue</b>	<b>1,311,132</b>	<b>1,098,735</b>	<b>1,166,936</b>	<b>1,222,644</b>
<b>Funds Available</b>	<b>1,556,096</b>	<b>1,220,706</b>	<b>1,514,731</b>	<b>1,571,425</b>
Deductions:				
Operating Expenditures	1,038,872	1,084,296	1,165,950	1,207,238
Capital Expenditures	169,429	-	-	-
<b>Total Deductions</b>	<b>1,208,301</b>	<b>1,084,296</b>	<b>1,165,950</b>	<b>1,207,238</b>
<b>Fund Balance, Ending</b>	<b>\$ 347,795</b>	<b>\$ 136,410</b>	<b>\$ 348,781</b>	<b>\$ 364,187</b>

The Fund accounts for the income and expense associated with the Public Leased Facilities; including the Downtown Reuse Plan and the Public Garages at the Stars Center and Dr. Pepper baseball stadium. For FY14 and forward, this Fund includes revenue from the leases of the old downtown buildings, interest earnings on fund balance and expenses associated with the leases and building maintenance. The Downtown Coordinator function is being provided by an Assistant City Manager and a Development Services Planner.

On June 6, 2006, the City adopted an implementation plan for the continued use of City-owned buildings in Historic Downtown. The Downtown Reuse Plan called for the City to retain ownership of the existing City Hall buildings and to focus future uses in specialty retail, dining and the arts. The City also contracted with a leasing and property management firm to assist in identifying tenants to support the development of the downtown area. One of the buildings is currently leased to School of Rock. The other buildings house the City's Municipal Court and Parks Administration.

During FY 2013, the City assumed management responsibilities for the public garages at the Stars Center and Dr. Pepper Ballpark. Our partners fund 33% and 36% of the maintenance costs of garage #1 with the City funding the difference. The City funds the maintenance of garage #2, with a hotel and an office building, sharing some of the costs.

This is a subsidiary fund to the General Fund.

**CITY OF FRISCO  
SPECIAL EVENTS FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 322,530	\$ 381,961	\$ 416,394	\$ 489,627
Receipts:				
Sponsorships	65,797	45,500	45,500	45,500
Merchandise & Other Revenue	30,378	32,000	32,000	32,000
Rents and Royalties	238,773	270,000	270,000	225,000
Interest Income	2,638	1,000	5,000	1,000
Interfund Transfers	95,306	74,500	86,700	80,400
<b>Total Revenue</b>	<b><u>432,892</u></b>	<b><u>423,000</u></b>	<b><u>439,200</u></b>	<b><u>383,900</u></b>
<b>Funds Available</b>	<b><u>755,422</u></b>	<b><u>804,961</u></b>	<b><u>855,594</u></b>	<b><u>873,527</u></b>
Deductions:				
Expenditures	322,626	343,000	365,967	325,205
Capital Expenditures	16,402	-	-	-
<b>Total Deductions</b>	<b><u>339,028</u></b>	<b><u>343,000</u></b>	<b><u>365,967</u></b>	<b><u>325,205</u></b>
<b>Fund Balance, Ending</b>	<b><u>\$ 416,394</u></b>	<b><u>\$ 461,961</u></b>	<b><u>\$ 489,627</u></b>	<b><u>\$ 548,322</u></b>

The Special Events Fund was established in FY03 to track and account for the contributions received for special events or other specifically designated purposes. For FY19, the Special Events Fund again provides funding for the annual Independence Day (July 4th) celebration. Funding for this event consists of sponsorships, proceeds from merchandise refreshment sales and General Fund subsidies.

Frisco Heritage Center & Museum is operated by the Parks & Recreation's Arts, Culture, & Special Events Division. The City entered into a contract for management services for Heritage Center building rentals in FY10. The vendor is responsible for booking events in the buildings and managing those private events. Rents and Royalties include income from the bookings. It is anticipated there will be approximately 125 bookings in FY19. That equates to over 20,000 adults and children visiting the Heritage Center Facilities each year as rental event participants. The entire fund balance is set aside for the maintenance of the Heritage Center facilities.

This is a subsidiary fund to the General Fund.

**CITY OF FRISCO  
WORKFORCE HOUSING FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 477,708	\$ 430,408	\$ 469,303	\$ 451,003
Receipts:				
Interest Income	2,248	3,000	3,200	3,200
<b>Total Revenue</b>	<b>2,248</b>	<b>3,000</b>	<b>3,200</b>	<b>3,200</b>
<b>Funds Available</b>	<b>479,956</b>	<b>433,408</b>	<b>472,503</b>	<b>454,203</b>
Deductions:				
Expenditures	10,653	64,750	21,500	21,500
<b>Total Deductions</b>	<b>10,653</b>	<b>64,750</b>	<b>21,500</b>	<b>21,500</b>
<b>Fund Balance, Ending</b>	<b>\$ 469,303</b>	<b>\$ 368,658</b>	<b>\$ 451,003</b>	<b>\$ 432,703</b>

The Workforce Housing Fund was established in FY03. The purpose of this fund is to improve the quality and quantity of housing opportunities for workforce families through housing and economic development programs designed and implemented by the Social Services and Housing Board and approved by the Frisco City Council.

The initial funding for this program was a transfer from the General Fund. During FY05, a Down Payment assistance program was initiated to assist City and FISH employees in purchasing their first home in Frisco. Any repayment of loans will be retained in this fund to ensure the continuation of the program.

In FY17, the Down Payment Assistance loan amount available increased to up to \$10,000.

Through the 3rd quarter of FY18, one Down Payment Assistance Loan has been granted and 10 persons have attended the required Homebuyer Certification Classes.

In an effort to increase participation and encourage more residents to apply for assistance, the household income eligibility level was raised. The City Council continues to explore additional opportunities to provide affordable housing throughout the City, in response to increases in average household market value.

This is a subsidiary fund to the General Ledger.

**CITY OF FRISCO  
PUBLIC ART FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 383,176	\$ 395,017	\$ 483,614	\$ 493,739
Receipts:				
Interest Income	2,735	1,000	1,000	1,000
Interfund Transfers - General Fund	137,938	227,996	227,996	205,328
Interfund Transfers - Other Funds	50,000	-	-	-
<b>Total Revenue</b>	<u>190,673</u>	<u>228,996</u>	<u>228,996</u>	<u>206,328</u>
<b>Funds Available</b>	<u>573,849</u>	<u>624,013</u>	<u>712,610</u>	<u>700,067</u>
Deductions:				
Operating Expenditures	90,235	178,996	218,871	246,328
<b>Total Deductions</b>	<u>90,235</u>	<u>178,996</u>	<u>218,871</u>	<u>246,328</u>
<b>Fund Balance, Ending</b>	<u>\$ 483,614</u>	<u>\$ 445,017</u>	<u>\$ 493,739</u>	<u>\$ 453,739</u>

The Frisco Public Arts Program encourages public and private programs to further the development and awareness of the visual arts. A FY07 transfer from the General Fund of \$250,000 provided the initial start-up funding for this effort.

For FY19, the total proposed interfund transfers of \$205,328 will fund a Public Art Coordinator, anticipated improvements, promotional programs, and art maintenance.

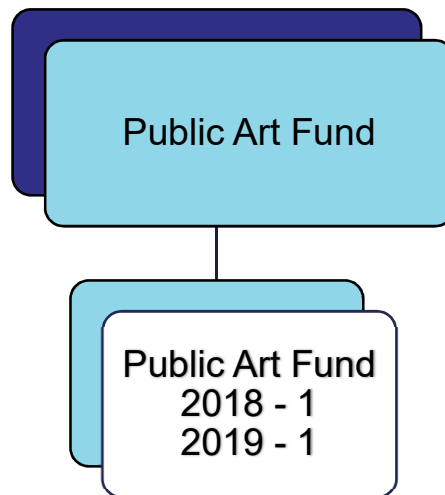
This is a subsidiary fund to the General Fund.

# PUBLIC ART FUND

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## DEPARTMENT MISSION

The mission of the City of Frisco's Public Art Program is to promote cultural, aesthetic and economic vitality in Frisco, Texas by integrating the work of artists into public places, civic infrastructure and private development.



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Public Art Fund	\$ 90,235	\$ 218,871	\$ 246,328	12.54%
<b>Totals</b>	<u>\$ 90,235</u>	<u>\$ 218,871</u>	<u>\$ 246,328</u>	<u>12.54%</u>

# PUBLIC ART FUND

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Leisure & Culture

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>17510190 - Public Art Fund</b>						
✓	Further the development, awareness, and interest in the visual arts	Continue the "Art in Atrium" and other temporary art shows	Number of art shows	1	2	2
		Maintain proper custodial records of Public Art	Update inventory and catalog collection	1	1	1

# PUBLIC ART FUND

## Core Services

Art and culture are important elements in the City of Frisco's growth and development as a community where people come to live, work, play, and grow. Public art strengthens our community's cultural identity, especially in the development of new capital projects.

In 2002, the City Council passed an ordinance establishing Frisco's Public Art Program. Frisco's Ordinance calls for a percentage of Capital Project Funds to be used to commission public art. Known as "Percent for Art," this tool is already used by more than 400 cities, states and public agencies across the country.

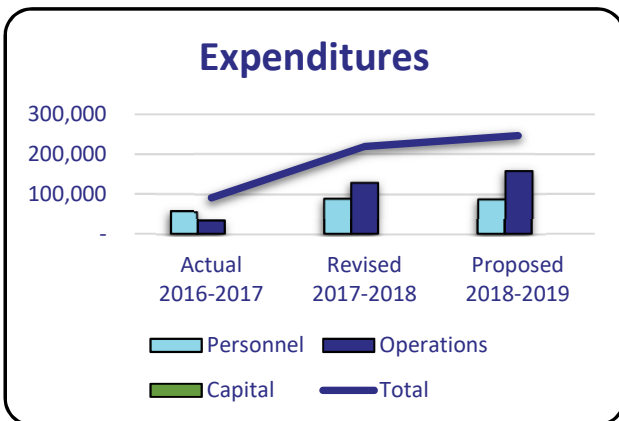
The Ordinance also called for the development of a Public Art Master Plan. In 2003, the City hired Via Partnership to develop a Master Plan that identifies guidelines for the public art program, specific public art opportunities, and support of community programs. The Public Art Master Plan was approved in 2004 by the City Council.

In August 2017, the City hired Designing Local Ltd. to update the Public Art Master Plan and Public Art Program Ordinance. City Council approved the updated Plan and Ordinance in August 2018.

Appointed by the City Council, a resident Public Art Board oversees the implementation of the Public Art Program. Working with City staff, this Board advises the Council on the commissioning of public art in our parks, at our facilities and along our roads. The City currently has more than 80 art installations and Wayfinding Signage.

## Key Points Affecting Service, Performance, and Proposed Budget

- Staff will assist with the Public Art Program as well as with other art and cultural related opportunities.
- This proposed funding will support a diverse public art collection in our City parks, along our roads and at our facilities. As part of the City's continued commitment to be a "Destination City", the public art program will promote tourism and economic vitality through the artistic opportunities, destinations, and the enhancement of public spaces.



## Expenditures - 17510190

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>57,126</b>	<b>89,504</b>	<b>88,181</b>
<b>Operations</b>	<b>33,109</b>	<b>129,367</b>	<b>158,147</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>90,235</b>	<b>218,871</b>	<b>246,328</b>

## Major Budget Items

- Funds budgeted consist of those for operating support for the program. Funds for the actual sculpture/art items are appropriated as part of the capital projects.
- \$90,000 has been budgeted for art maintenance.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Public Art Coordinator</b>	<b>140</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>





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# ENTERPRISE FUNDS

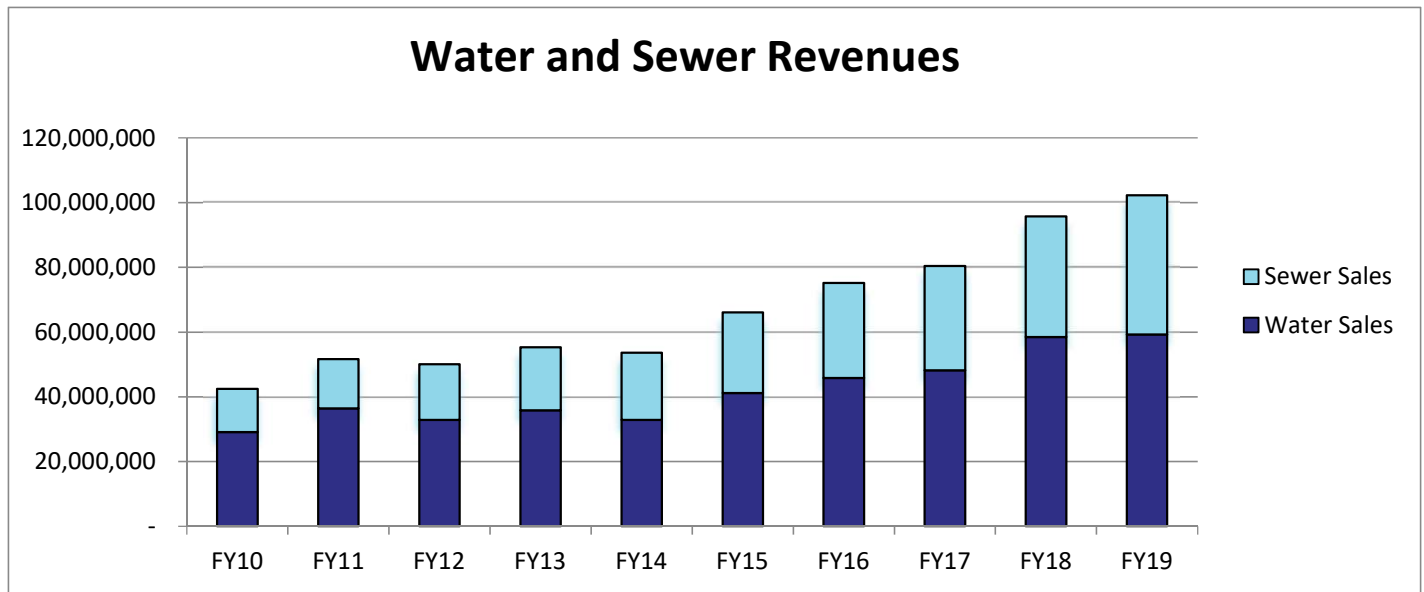


## **ENTERPRISE FUNDS REVENUE SUMMARY**

The revenue summary section provides a description and underlying assumptions for the major revenue sources of the Enterprise Funds, including significant trends that affect revenue assumptions in the current fiscal year.

### **Utility Fund:**

**Water and Sewer** - Water and sewer revenues are collected for the sale of water and disposal of sewer for residential, commercial and apartment usage. The City currently has approximately 56,000 utility billing customer accounts. Revenues for fiscal year 2018-2019 are budgeted at \$59.2 million for water sales and \$43.1 million for sewer charges. The City's water and sewer rate study is used as a guide for projecting water and sewer revenues and rate setting requirements.



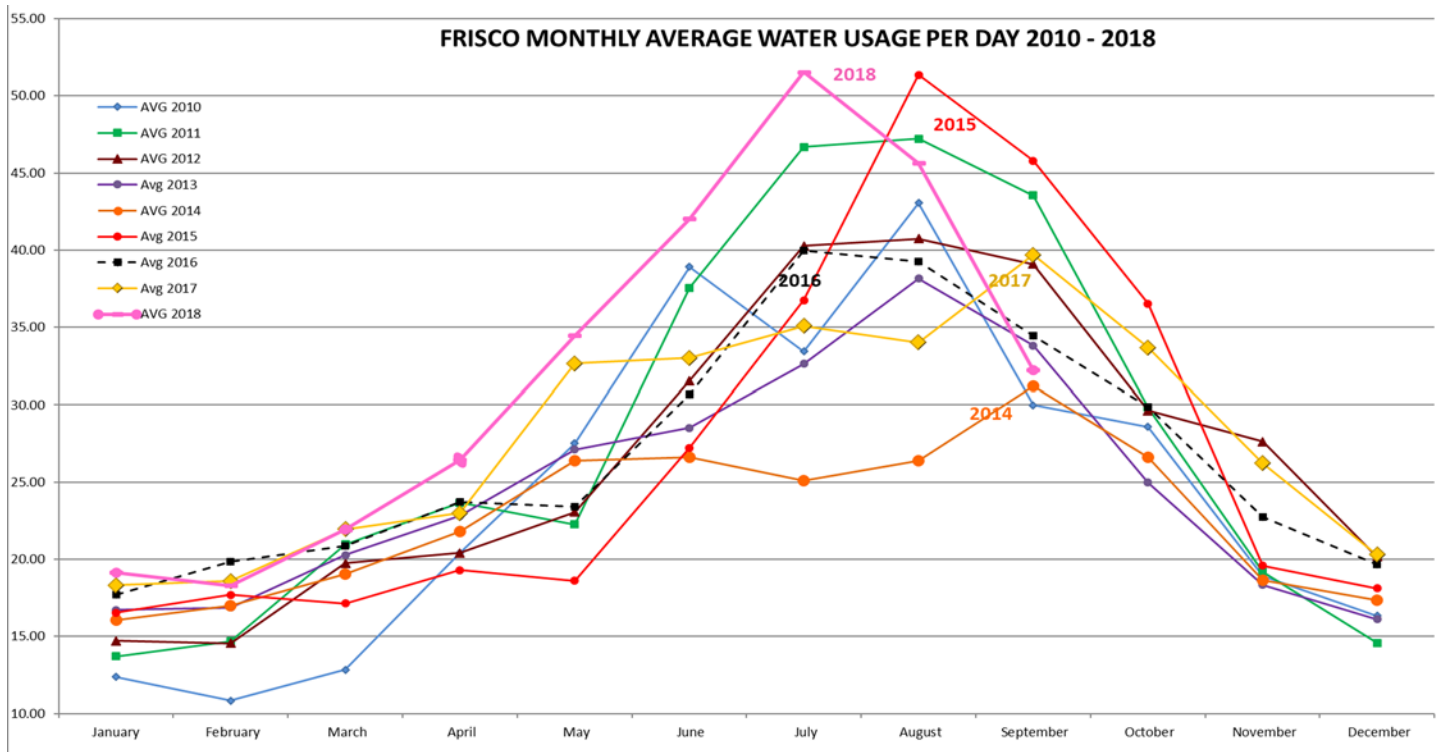
### **Environmental Services Fund:**

**Service Charges** - The Environmental Services Fund accounts for the collection and disposal of solid waste and recycling services of the City. Service fees are charged for residential, commercial, and apartment garbage collection and solid waste disposal. Revenues for fiscal year 2018-2019 are projected at \$17.39 million. This projection includes a rate adjustment of \$1.00 for all residential accounts per month.

### **Stormwater Fund:**

**Service Charges** - The Stormwater Fund was developed in FY10 in response to the State Mandated Phase II of the Municipal Separate Storm Sewer System (MS4), to reduce the discharge of pollutants and to protect water quality through various control measures. Service fees are charged for residential and non-residential sectors to support the services, equipment, and materials needed to meet the compliance requirements of the City's Storm Water Management Program. Revenues for fiscal year 2018-2019 are projected at \$4 million. This projection does not anticipate a rate adjustment.

## ENTERPRISE FUNDS REVENUE SUMMARY



The chart above reflects the water usage for the last ten years and shows how our customers have decreased their consumption during times of drought and rainy seasons.

**CITY OF FRISCO  
UTILITY FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Net Position, Beginning	\$ 38,764,689	\$ 37,963,578	\$ 39,439,795	\$ 47,089,855
Receipts:				
Water Sales	48,155,462	50,101,067	58,433,885	59,219,882
Sewer Charges	32,268,008	39,052,741	37,342,556	43,069,046
Inspection Fees	3,732,459	1,650,000	1,930,000	1,450,000
Interest Income	207,890	150,000	450,000	200,000
Miscellaneous	780,810	550,000	585,000	570,000
Interfund Transfers	3,300,281	3,319,743	3,319,743	3,345,530
<b>Total Revenue</b>	<b>88,444,910</b>	<b>94,823,551</b>	<b>102,061,184</b>	<b>107,854,458</b>
<b>Funds Available</b>	<b>127,209,599</b>	<b>132,787,129</b>	<b>141,500,979</b>	<b>154,944,313</b>
Deductions:				
Operating Expenses	22,375,054	25,331,956	25,473,205	26,984,295
Cost of Sales and Services	48,060,972	51,519,901	51,519,901	55,895,360
Capital Outlay	1,294,414	1,394,207	1,353,952	1,923,143
Interfund Transfers - Other Funds	750,000	-	-	-
Bond Principal	9,470,000	10,135,000	10,135,000	11,055,000
Bond Interest/Fiscal Charges	5,819,364	5,929,066	5,929,066	6,021,564
<b>Total Deductions</b>	<b>87,769,804</b>	<b>94,310,130</b>	<b>94,411,124</b>	<b>101,879,362</b>
<b>Net Position, Unrestricted</b>	<b>\$ 39,439,795</b>	<b>\$ 38,476,999</b>	<b>\$ 47,089,855</b>	<b>\$ 53,064,951</b>
Cash and Cash Equivalents	37,857,258	27,683,500	45,507,318	51,482,414
Days in Cash	196	145	216	227

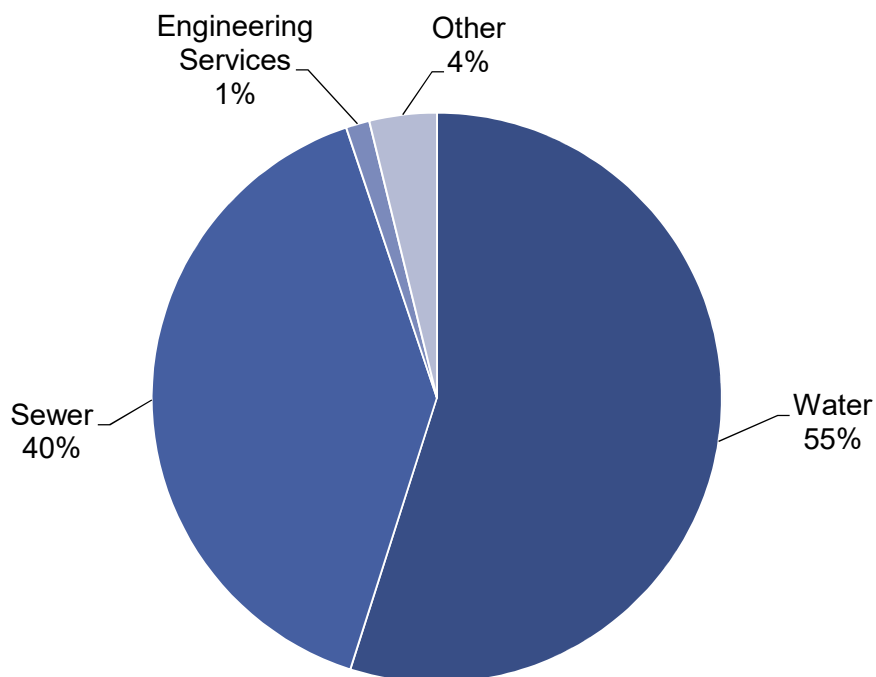
The growth experienced by the City is seen in the increase in operating expenses for the Utility Fund services. A large portion of the increase is due to the increased cost of water and delivery. A rate increase will be effective January 1, 2019 to continue our efforts to maintain the financial health of the Utility Fund, cover operating expenses, and to pass on the NTMWD rate increases.

The City adheres to a policy of maintaining 7 months of days in cash and sets rates accordingly.

## UTILITY FUND SCHEDULE OF REVENUES

REVENUES	Actual FY15	Actual FY16	Actual FY17	Revised FY18	Proposed FY19
<b>Water</b>					
Water Sales	40,685,502	45,261,040	47,296,816	57,744,003	58,570,780
Tapping Fees	7,920	5,530	6,600	3,000	3,000
Reconnect Fee	68,130	61,565	84,275	93,075	59,102
Service Charge	374,004	485,042	767,771	593,807	587,000
<b>Water</b>	<b>41,135,556</b>	<b>45,813,178</b>	<b>48,155,462</b>	<b>58,433,885</b>	<b>59,219,882</b>
<b>Sewer</b>					
Sewer Service	24,490,858	28,797,950	31,622,311	36,666,117	42,518,797
Sewer Service Charges	297,949	330,174	370,775	441,190	275,000
Tapping Fee	6,000	1,200	3,600	2,400	2,400
Reuse Water Sales	183,081	258,139	271,322	232,849	272,849
<b>Sewer</b>	<b>24,977,888</b>	<b>29,387,462</b>	<b>32,268,008</b>	<b>37,342,556</b>	<b>43,069,046</b>
<b>Engineering Services</b>					
Inspection Fee	2,537,871	3,034,508	3,278,461	1,550,000	1,150,000
Miscellaneous	96,839	471,796	453,998	380,000	300,000
<b>Engineering</b>	<b>2,634,710</b>	<b>3,506,304</b>	<b>3,732,459</b>	<b>1,930,000</b>	<b>1,450,000</b>
<b>Other</b>					
Interest	19,384	84,858	207,890	450,000	200,000
Damage/Repairs	25,065	153,646	68,122	-	-
Miscellaneous	521,874	640,946	712,688	585,000	570,000
Transfers	7,051,638	3,263,257	3,300,281	3,319,743	3,345,530
<b>Other</b>	<b>7,617,961</b>	<b>4,142,707</b>	<b>4,288,981</b>	<b>4,354,743</b>	<b>4,115,530</b>
<b>Total</b>	<b>76,366,115</b>	<b>82,849,651</b>	<b>88,444,910</b>	<b>102,061,184</b>	<b>107,854,458</b>

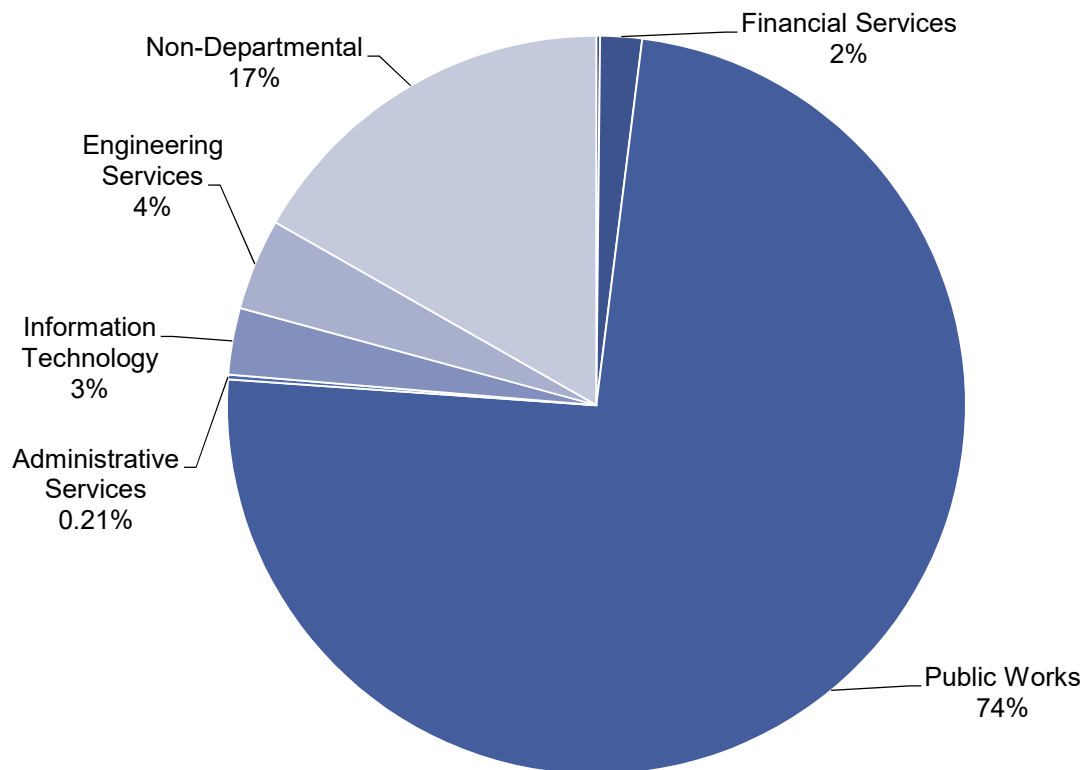
**Utility Fund Schedule of Revenues  
FY 2019**



## UTILITY FUND SUMMARY EXPENSE REPORT BY DEPARTMENT

EXPENSES	Actual FY15	Actual FY16	Actual FY17	Revised FY18	Proposed FY19
10 General Government	29,252	107,401	56,952	297,977	157,347
20 Financial Services	1,191,501	1,323,266	1,502,578	1,795,213	1,864,509
40 Public Works	44,756,555	56,307,327	63,626,487	69,399,928	75,518,461
55 Administrative Services	106,663	94,568	141,728	192,534	212,775
60 Information Technology	1,603,202	2,279,438	2,319,119	2,724,690	2,969,659
80 Engineering Services	3,004,173	3,655,720	3,443,054	3,936,716	4,080,047
99 Non-Departmental	13,968,373	16,469,651	16,679,886	16,064,066	17,076,564
<b>Total</b>	<b>64,659,719</b>	<b>80,237,371</b>	<b>87,769,804</b>	<b>94,411,124</b>	<b>101,879,362</b>

### Utility Fund Expenses by Department as Percent of Total

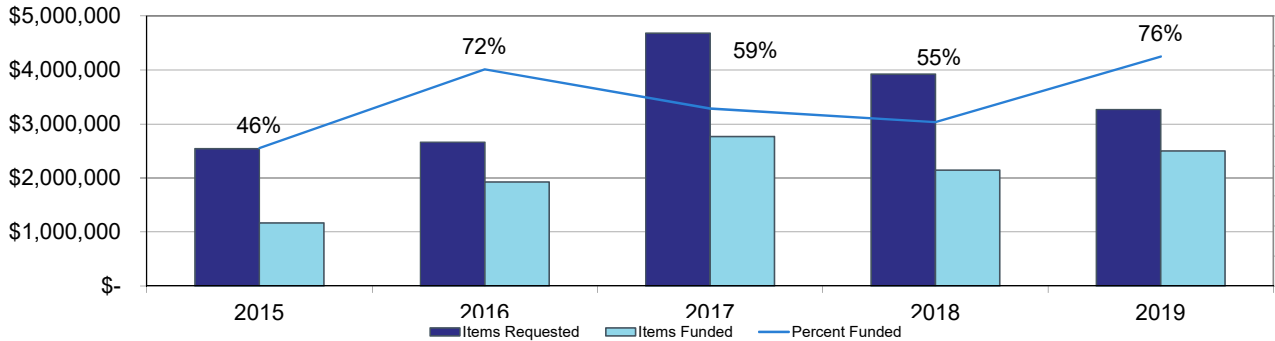


**CAPITAL, SUPPLEMENTAL AND PROGRAM EXPENSES  
FUNDED AND UNFUNDED REQUESTS  
FISCAL YEAR 2018 - 2019  
UTILITY FUND**

Division	Item Description	Continuation Capital	FTE Request	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
PW - Water Resources	Replace: Unit # 40019 2006 Ford F150XL WaterWise Truck (149,819)	32,825	-	-	-	-	32,825
PW - Water Resources	Replace: Unit # 40020 2006 Ford F150XL WaterWise Truck (122,351)	32,825	-	-	-	-	32,825
PW - Water Resources	Replace: Unit # 40021 2007 Ford F150XL WaterWise Truck (125,865)	32,825	-	-	-	-	32,825
PW - Water	Utilities Technician Supervisor w/ Pick Up		1.0	80,520	32,300	16,952	129,772
PW - Water	6 Yard Dump Truck		-	-	106,678	-	106,678
PW - Water	Replace: Unit # 42113 2009 Ford F150XL (70,417)	32,300	-	-	-	-	32,300
PW - Water	Replace: Unit # 42019 1997 Case Skid Steer (2,508 hrs)	56,000	-	-	-	-	56,000
PW - Water	Replace: Unit # 42055 2001 Coleman Portable Light Tower (532 hrs)	15,000	-	-	-	-	15,000
PW - Water	Replace: Unit # 42047 2001 Ford F350XL Superduty Fuel Truck (106,866)	50,400	-	-	-	-	50,400
PW - Water	Contracted Fire Hydrant Maintenance		-	-	-	50,000	50,000
PW - Sewer	Utility Inspector for Utility Inspection w/ Pick Up		1.0	70,350	33,953	6,099	110,402
PW - Sewer	Mezzanine for Sewer Bay		-	-	49,000	-	49,000
PW - Sewer	Replace: Unit 43027 2006 Bobcat Excavator	65,000	-	-	-	-	65,000
PW - Sewer	Replace: Unit 42069 2002 Case Steer Loader	55,000	-	-	-	-	55,000
PW - Meters	New 1 Ton Crew Cab Pick Up		-	-	53,078	-	53,078
PW - Operations	Control Valve Crew (Leader, Mnt Tech II, Mnt Tech I, MW) w/ Crane Truck		4.0	227,925	170,828	33,954	432,707
PW - Operations	System Technician		1.0	64,072	-	1,200	65,272
PW - Operations	Replace: Unit # 47014 2014 Ford F150 (86,992)	31,125	-	-	-	-	31,125
PW - Operations	Repairs to Frisco Lakes Lift Station Vault Walls	640,000	-	-	-	-	640,000
PW - Operations	Generator For Frisco 1 South		-	-	250,000	-	250,000
PW - Operations	Portable Generator for West Side Lift Stations		-	-	80,000	-	80,000
IT - GIS	Replace Unit # 64002 2002 Ford Explorer (111,401)	28,066	-	-	-	-	28,066
IT - GIS	Trimble GPS w/Range Finder		-	-	10,490	-	10,490
ES - Construction Insp.	Replace Unit # 87026 2007 Ford F-150 (103,192)	32,725	-	-	-	-	32,725
ES - Construction Insp.	Accreditation		-	-	-	25,000	25,000
ES - Construction Insp.	Replace: Unit # 87029 2008 Ford F-150 (123,693)	32,725	-	-	-	-	32,725

<b>Sub-Totals:</b>	1,136,816	7.00	442,867	786,327	133,205	2,499,215
<b>Total Supplemental:</b>	1,362,399					
<b>Total Replacement Capital &amp; Supp. Items:</b>	2,499,215					

**Five Year Comparison of Capital & Supplemental Program**



**Items Below This Line Are Not Funded**

Division	Item Description	Continuation Capital	FTE Req.	Supplemental Capital Items			Item Total
				Personnel	Capital	Operations	
PW - Administration	Public Works Training Room AV replacement/upgrade	17,335	-	-	-	-	17,335
PW - Water Resources	Water Education Coordinator (CMOM) w/ Prius		1.0	70,350	39,115	6,649	116,114
PW - Water Resources	New Waterwise Prius		-	-	31,878	-	31,878
PW - Water Resources	Irrigation Inspector w/ Pick Up		1.0	70,350	40,440	7,694	118,484
PW - Water	Maintenance Worker		1.0	50,897	-	1,800	52,697
PW - Sewer	Utility Inspector for Jetscan Video w/ Pick Up		1.0	70,350	40,137	6,099	116,586
PW - Operation	System Technician		1.0	64,072	-	1,200	65,272
IT - Administration	Administrative Assistant	-	1	56,465	6,184	3,947	66,596
IT - MIS	Data Analyst	-	1.0	109,082	7,500	7,474	124,056
IT - GIS	GIS Intern Bachelors	-	1.0	28,658	-	2,077	30,735
ES - Engineering	Replace: Unit # 88023 2005 Ford F-150 (43,455)	28,575	-	-	-	-	28,575

<b>Total of Items Not Funded:</b>	45,910	8	520,224	165,254	36,940	768,328
<b>Total of All Items Considered:</b>	1,182,726	15.0	963,091	951,581	170,145	3,267,543
<b>Total of All Capital &amp; Supplemental Items:</b>	3,267,543					

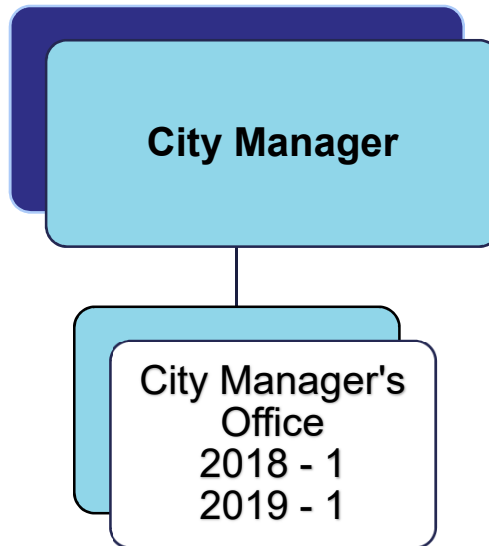


# GENERAL GOVERNMENT DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

Continually seeks to improve the quality of life for the residents of the City of Frisco and administer all municipal business of the City through the execution of City Council decisions.



## Expense Summary

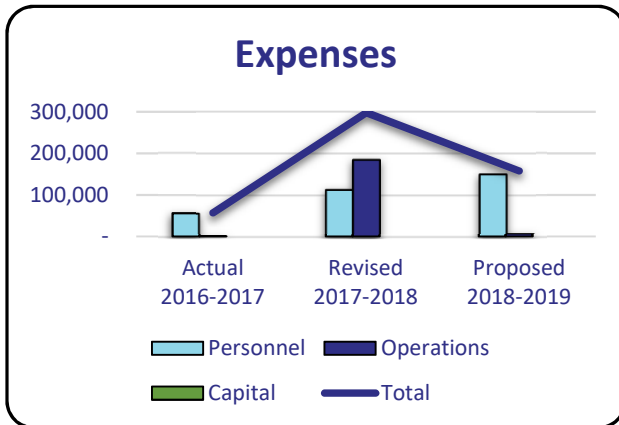
Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
City Manager's Office	\$ 56,952	\$ 297,977	\$ 157,347	-47.19%
<b>Totals</b>	<u>\$ 56,952</u>	<u>\$ 297,977</u>	<u>\$ 157,347</u>	<u>-47.19%</u>

## Core Services

Responsibilities include providing technical guidance, direction and oversight on contract actions; developing and ensuring compliance with terms and conditions of contracts; preparing, processing and tracking of contracts, pay requests, change orders and modifications; and monitoring for project budget compliance.

## Key Points Affecting Service, Performance, and Proposed Budget

➔ The City Manager's Office takes a major role in the management and funding of the capital program, providing for planned growth, and providing the support for the resolution of complex citizen issues.



## Expenses - 61010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	56,330	113,248	150,118
Operations	622	184,729	7,229
Capital	-	-	-
Total	56,952	297,977	157,347

## Major Budget Items

➔ FY18 included legal and professional service expenses related to the discussions of the NTMWD contract.

## Personnel

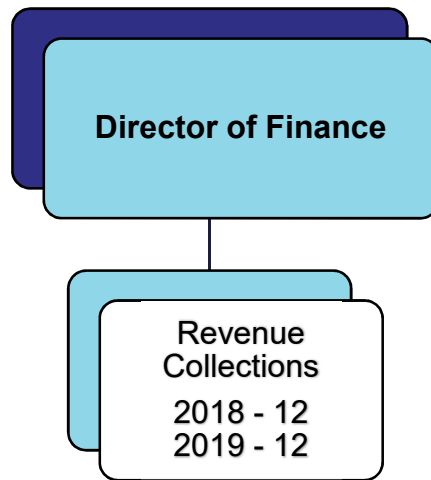
	Level	FY 2017	FY 2018	FY 2019
Strategic Services Manager	153	1	1	1
Total		1	1	1

# FINANCIAL SERVICES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

The Revenue Collections Division of Financial Services offers exceptional customer service for City newcomers, visitors, and residents by being pleasant and helpful whether by phone, e-mail or in person. Consistency, responsiveness, fairness, honesty and candor in all customer service operations is our standard.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Revenue Collections	\$ 1,502,578	\$ 1,795,213	\$ 1,864,509	3.86%
<b>Totals</b>	<b>\$ 1,502,578</b>	<b>\$ 1,795,213</b>	<b>\$ 1,864,509</b>	<b>3.86%</b>

**City Council Strategic Focus Areas served by this Department -**



**Strategic Focus Area: Excellence in City Government and Long-Term Financial Health**

FY 2019 ♦ Enterprise Fund

## FINANCIAL SERVICES

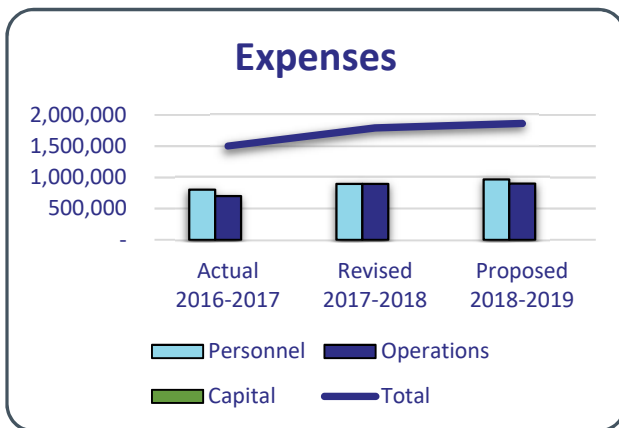
## Revenue Collections

### Core Services

The Revenue Collections Division is responsible for the billing and collection of user charges for water & sewer, drainage fees, and garbage collection in a professional, positive and responsive manner. This Division also supervises the central cashier for all City Departments and provides cash handling training sessions for staff.

### Key Points Affecting Service, Performance, and Proposed Budget

➔ FY19 Credit Card Transaction Fees are anticipated to increase from FY18 due to an increase in online bill payments by credit card.



### Expenses - 62026000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	801,224	897,995	965,363
Operations	701,354	897,218	899,146
Capital	-	-	-
<b>Total</b>	<b>1,502,578</b>	<b>1,795,213</b>	<b>1,864,509</b>

### Major Budget Items

➔ Postage costs and credit card fees are the major expenses in the Operations budget.

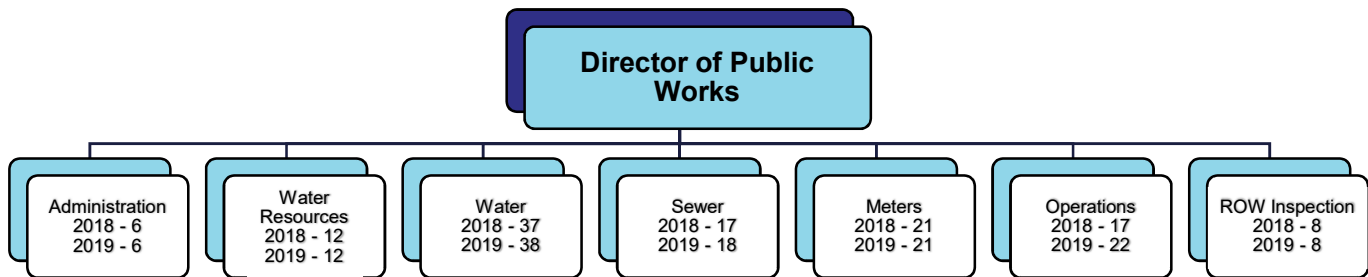
### Personnel

	Level	FY 2017	FY 2018	FY 2019
Revenue Collections Manager	156	1	1	1
Assistant Revenue Collections Manager	153	1	1	1
Accountant II	-	1	-	-
Billing Supervisor	141	-	1	1
Cashier Supervisor	141	1	1	1
Accountant	139	1	1	1
Senior Customer Service Representative	128	2	3	3
Customer Service Representative	120	5	4	4
<b>Total</b>		<b>12</b>	<b>12</b>	<b>12</b>

# PUBLIC WORKS DEPARTMENT SUMMARY

## DEPARTMENT MISSION

To raise customer awareness of ways to improve water efficiency through the distribution system and to prevent stormwater pollution from point and non-point sources. To deliver safe drinking water to our customer at adequate pressure, in ample quantities, with proper distribution systems in accordance with regulatory guidelines. To ensure the proper operation and accuracy of all water meters. Also to protect the City's infrastructure, manage the location of franchise utilities and protect potable water system from potential cross-connections through the backflow assembly process.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 989,938	\$ 537,005	\$ 536,882	-0.02%
Water Resources	-	819,510	1,045,322	27.55%
Water	30,031,637	34,013,579	37,861,956	11.31%
Sewer	24,003,607	25,554,352	26,207,378	2.56%
Meters	4,846,749	5,275,663	5,370,634	1.80%
Operations	2,633,906	2,317,910	3,636,038	56.87%
ROW Inspection	1,120,650	881,909	860,251	-2.46%
<b>Totals</b>	<b>\$ 63,626,487</b>	<b>\$ 69,399,928</b>	<b>\$ 75,518,461</b>	<b>8.82%</b>

# PUBLIC WORKS

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Public Health & Safety, Sustainable City, and Civic Involvement

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64040000 - Water Resources</b>						
📁	Implement water-use reduction policies that increase the community's effort to protect and conserve our water supply	Implement conservation strategies for overall improved water use efficiency	Overall water consumption (gallons per capita per day)	162	169	169
	Implement water-use reduction policies that limit outdoor watering using time-of-day and day-of-week restrictions	Reduce peak water usage during the summer season	Water used during peak summer months (gallons per capita per day)	196	195	194
	Provide customers (internal and external) with quality service delivery	Respond to customer complaints within 48 hours	Customer complaints responded to within 48 hours	98%	98%	98%
✓	Educate residents on water-use efficiency and stormwater initiatives through a weekly e-mail program	Implement the water-use policies and programs for citizen awareness	Subscriber base for WaterWise newsletters	24,463	25,498	26,499
	Establish superior process and procedures for irrigation systems	Provide services in the most efficient and accurate manner	Irrigation permits processed	2,297	2,388	2,483
			Number of systems inspected	2,846	2,960	3,078
	Educate new and existing home owners on weekly watering recommendations and smart irrigation technology	Improve irrigation system efficiency through inspections and free evaluation programs	Free sprinkler system checkups completed	3,756	3,868	3,984

# PUBLIC WORKS

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

## Strategic Focus Area: Public Health & Safety, Sustainable City, and Civic Involvement, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64042000 - Water</b>						
📁	Provide a "Superior Quality" rated water system	Meet or exceed State and Federal water quality parameters	Water quality parameter(s) met	Yes	Yes	Yes
	Provide timely maintenance of water system	Inspect and repair 100% of all fire hydrants annually	Fire hydrants inspected	90%	85%	85%
	Provide timely maintenance of water system	Inspect 10% of the residential service connections	Residential service connections inspected	10%	5%	5%
<b>64043000 - Sewer</b>						
📁	Inspect for system inflow and infiltration	Clean and video inspect 10% of the City's sewer mains	Linear feet of sewer line inspected	7%	10%	10%
		Inspect and repair 10% of the City's sewer manholes	Manholes inspected / repaired	33%	21%	10%
	Reduce the number of Sanitary System Overflows (SSO)	Reduce the number of SSO's to less than seven (1 per 100 miles of pipe)	SSO's recorded per Year	11	7	< 7

## Strategic Focus Area: Infrastructure

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64044000 - Meters</b>						
📁	Maintain efficient meter reading	Complete repairs as needed	Reduce the number of no-reads (meters) to less than 5%	2.5%	2.5%	< 5%
	Improve meter accuracy	Reduce the number of re-reads	Reduce the number of re-reads to less than 5%	3.7%	2.6%	< 5%



# PUBLIC WORKS

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload    ⌚ Efficiency    📁 Effectiveness

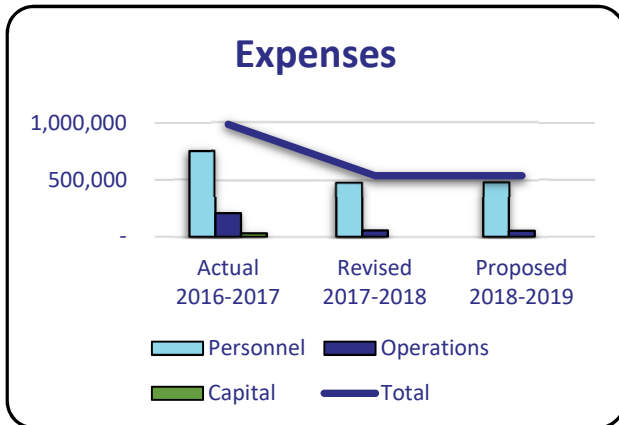
## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64049000 - ROW Inspection</b>						
📁	Establish process and procedures	Process and inspect right-of-way permits to protect the City infrastructure	Number of permits/month	594	858	1,000
			Number of online permits/month	N/A	50	800
			Number of hand delivery permits/month	N/A	808	200
			# Encroachment agreements/year	N/A	4	6
			Number of Network Node submittals/year	N/A	16	60
			Number of ROW permits with final inspections/month	N/A	20	40
			Number of ROW violations	N/A	18	17
		Make the right-of-way permitting process more efficient	Right-of-way permits processed within five days	95%	99%	99%

### Core Services

The Administration Division is responsible for activities and projects within the Public Works Department that address safety operations, emergency management and disaster preparedness programs, training and other organizational processes, policies and procedures.

### Key Points Affecting Service, Performance, and Proposed Budget



### Expenses - 64010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	753,209	480,996	483,886
Operations	208,204	56,009	52,996
Capital	28,525	-	-
<b>Total</b>	<b>989,938</b>	<b>537,005</b>	<b>536,882</b>

### Major Budget Items

➤ This Division funds a proportional share of the financial annual audit expense. The Utility Fund share is \$26,858 or 28% of the FY19 cost.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Deputy Director of Public Works	206	1	1	1
Water Resources Manager	-	1	-	-
Irrigation Supervisor	-	1	-	-
Education Coordinator	-	1	-	-
Irrigation Inspector	-	4	-	-
Customer Service Supervisor	133	-	1	1
Administrative Secretary	120	-	1	1
Customer Service Representative	120	2	3	3
Irrigation Technician	-	1	-	-
Irrigation Compliance Monitor (PT)	-	3	-	-
Intern (PT)	-	1	-	-
<b>Total</b>		<b>15</b>	<b>6</b>	<b>6</b>

### Core Services

The core service of the Public Works Water Resources Division is to conserve and maintain the City's water supply through educational programs and to inform and train Frisco's water customers on Best Management Practices for using water wisely.

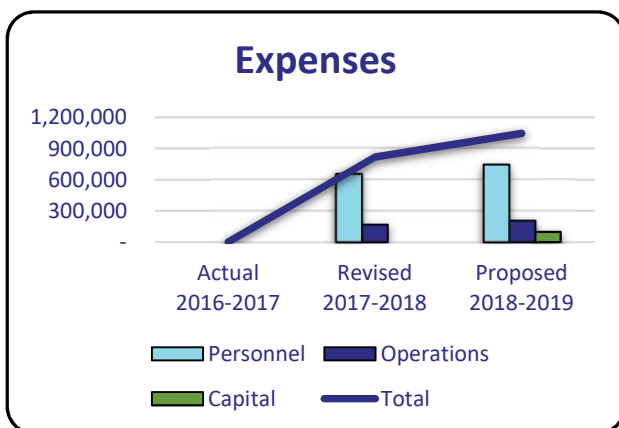
**WaterWise Program** - The Frisco WaterWise program involves a combination of water use reduction strategies. A few initiatives include workshops and training opportunities for homeowners, HOAs, and landscape professionals as well as a weekly e-mail service with lawn watering recommendations based on data from the City's weather station and outreach events.

**Free Sprinkler System Checkups** - To help reduce outdoor water usage and to maintain a healthier landscape, Water Resources offers free sprinkler system checkups. During a checkup a licensed Irrigation Specialist will evaluate a resident's sprinkler system, its water use efficiency, identify broken, or misaligned sprinkler heads, educate the resident about their system and controller, and make suggestions about converting to drip irrigation.

**Smart Controller Program** - The Smart Controller Program allows homeowners to register their smart controllers with the City to obtain assistance with programming the controller, an irrigation checkup and a smart controller yard sign. The City of Frisco has a rebate incentive program to support the installation of a smart controller by residents. In keeping with the newly adopted Water Efficiency Plan, a pledge to water with Frisco's weather station data will be added as an enhancement to the program.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ 40% of the operations budget is directly related to water education and conservation programs.



### Expenses - 64040000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	651,184	740,741
<b>Operations</b>	-	168,326	206,106
<b>Capital</b>	-	-	98,475
<b>Total</b>	-	819,510	1,045,322

### Major Budget Items

- ➔ FY19 Operational appropriations provide funding of \$23K for the replacement of all rugged laptops and related accessories.
- ➔ Capital appropriations are provided for the replacement of 3 Ford F150XL WaterWise trucks.

**PUBLIC WORKS****Water Resources****Personnel**

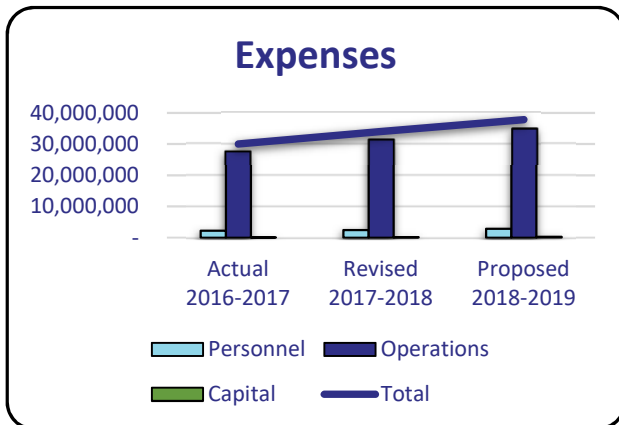
	Level	FY 2017	FY 2018	FY 2019
Water Resources Manager	156	-	1	1
Irrigation Supervisor	143	-	1	1
Education Coordinator	136	-	1	1
Irrigation Inspector	136	-	3	3
Licensed Irrigator	126	-	2	2
Irrigation Compliance Monitor (PT)	118	-	3	3
Intern Bachelors (PT)	114	-	1	1
		<hr/>	<hr/>	<hr/>
Total		-	12	12

### Core Services

The Water Division is responsible for the operation, repair and maintenance of all water lines, valves and fire hydrants. The Division performs daily water sampling required by the State of Texas to maintain a superior water quality rating for the residents of Frisco. The City purchases treated water from the North Texas Municipal Water District (NTMWD).

### Key Points Affecting Service, Performance, and Proposed Budget

➔ The cost of water from the NTMWD is increasing from \$2.78 per thousand gallons in FY18 to \$2.92 in FY19. The take or pay in FY19 is increasing to 10,986,490,000 gallons based on FY18 usage.



### Expenses - 64042000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>2,211,662</b>	<b>2,440,666</b>	<b>2,848,108</b>
<b>Operations</b>	<b>27,703,156</b>	<b>31,343,088</b>	<b>34,721,170</b>
<b>Capital</b>	<b>116,819</b>	<b>229,825</b>	<b>292,678</b>
<b>Total</b>	<b>30,031,637</b>	<b>34,013,579</b>	<b>37,861,956</b>

### Major Budget Items

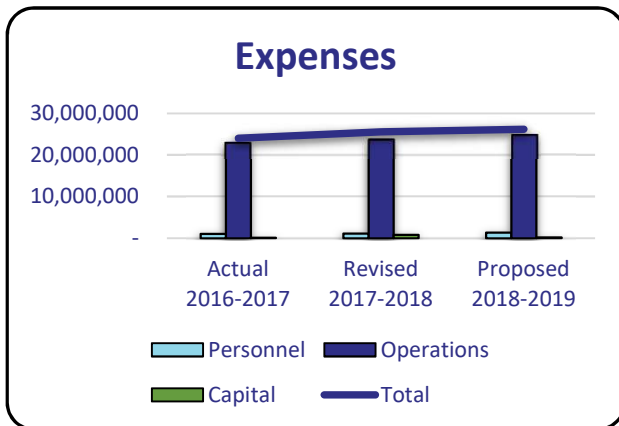
- ➔ Payments for water supply and processing from North Texas Municipal Water District comprise 90% of the operations budget.
- ➔ Personnel appropriations for FY19 include the addition of a Utilities Technician Supervisor. Capital funding has been provided for a truck for the Supervisor.
- ➔ Capital appropriations are provided for the replacement of 2 trucks, Skid Steer, a Portable Light Tower and a 6 Yard Dump Truck.
- ➔ Operational funding of \$50,000 has been provided for Contracted Fire Hydrant Maintenance for FY19.

**PUBLIC WORKS****Water****Personnel**

	Level	FY 2017	FY 2018	FY 2019
Assistant Director	204	1	1	1
Utilities Superintendent	153	1	1	1
Maintenance Supervisor	143	1	1	1
Valve & Hydrant Supervisor	143	1	1	1
Utilities Technician Supervisor	143	-	-	1
Business Process Analyst	-	1	-	-
Construction Technician	134	-	1	1
Crew Leader	131	7	9	9
Utility Line Locator	129	-	2	2
Water Quality Technician	129	2	2	2
Equipment Operator I/II	123/125	10	5	5
Customer Service Representative	-	1	-	-
Maintenance Worker	118	<u>9</u>	<u>14</u>	<u>14</u>
Total		34	37	38

**Core Services**

The Sewer Division is responsible for the collection of wastewater and its transmission to the wastewater treatment plants. This service includes the operation, maintenance and repair of all wastewater lines and manholes connected to the system. The system has 704 miles of wastewater lines and 10,804 manholes. The Division is also responsible for the operation and maintenance of the City's Reuse System, which currently provides nonpotable irrigation water to several large users. The North Texas Municipal Water District (NTMWD) operates the wastewater treatment plants.

**Expenses - 64043000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,016,888	1,120,186	1,319,012
Operations	22,899,527	23,635,134	24,685,413
Capital	87,192	799,032	202,953
<b>Total</b>	<b>24,003,607</b>	<b>25,554,352</b>	<b>26,207,378</b>

**Major Budget Items**

- ➔ Payments to NTMWD make up approximately 96% of the Operations budget.
- ➔ Personnel appropriations are provided in FY19 for a Utility Inspector. Capital funding is provided for a Pickup for the Inspector.
- ➔ Capital appropriations are provided for the replacement of a Bobcat Excavator and a Case Steer Loader. Funding is also provided for the addition of a Mezzanine for the Sewer Bay.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
Utilities Superintendent	153	1	1	1
Maintenance Supervisor	143	1	1	1
Utility Inspector	136	-	-	1
Crew Leader	131	6	6	6
Equipment Operator I/II	123/125	3	4	4
Camera Technician	121	1	2	2
Maintenance Worker	118	3	3	3
<b>Total</b>		<b>15</b>	<b>17</b>	<b>18</b>

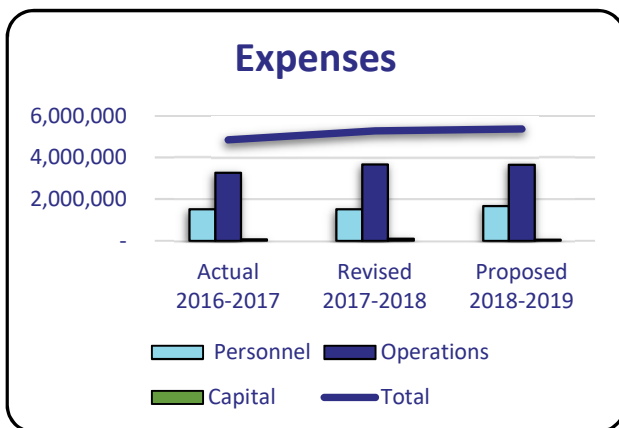
**Core Services**

The Meters Division is responsible for the installation of residential and commercial meters as well as the distribution of fire hydrant meters. The Meter Division reads, repairs, replaces and helps customers understand how water meters work. The Division strives to provide an accurate reading of every meter, every month. The Meter Division also provides residential customers with a "check for leak" service, that allows the home owner to know whether or not they may have an undetected leak, either in the irrigation system or home.

Automated Meter Infrastructure (AMI) system - Originally, the City of Frisco manually read each individual water meter. The Meter Division has converted all meters to "radio read" and is the process of adding a network of data collection sites. Radio transmitters on all current meters allow AMI collectors to receive consumption data from water meters on a continuous basis, and in the areas that are not currently covered by the AMI network, the meter readers with special computer receivers to read meters by driving down the street. The meter readings are transmitted to the computer and then downloaded into the utility billing software. This process has improved the accuracy and efficiency of meter reading. All new meter installations are equipped with this technology.

**Key Points Affecting Service, Performance, and Proposed Budget**

- ➔ FY19 meters purchases are directly in line with FY18.



**Expenses - 64044000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,509,460</b>	<b>1,513,228</b>	<b>1,660,145</b>
<b>Operations</b>	<b>3,272,633</b>	<b>3,670,960</b>	<b>3,657,411</b>
<b>Capital</b>	<b>64,656</b>	<b>91,475</b>	<b>53,078</b>
<b>Total</b>	<b>4,846,749</b>	<b>5,275,663</b>	<b>5,370,634</b>

**Major Budget Items**

- ➔ Approximately 93% of the Operations budget is dedicated to meter purchases.
- ➔ Capital funding has been provided for the addition of a 1 Ton Crew Cab Pickup.

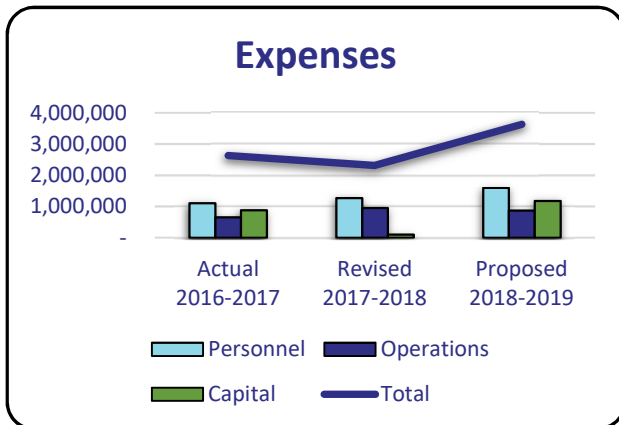
**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>Meter Superintendent</b>	<b>153</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Meter Supervisor</b>	<b>143</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Crew Leader</b>	<b>131</b>	<b>4</b>	<b>6</b>	<b>6</b>
<b>Meter Shop Coordinator</b>	-	1	-	-
<b>Administrative Secretary</b>	-	1	-	-
<b>Customer Service Representative</b>	-	1	-	-
<b>Maintenance Worker</b>	<b>118</b>	<b>9</b>	<b>12</b>	<b>12</b>
<b>Meter Reader</b>	-	2	-	-
<b>Total</b>		<b>21</b>	<b>21</b>	<b>21</b>



**Core Services**

The Utility Operation Division is responsible for the operation and maintenance of the City's water, sewer and reuse pumping facilities. This service includes the oversight of four water pump stations at two locations and six elevated storage tanks, fourteen sewer lift stations, and two reuse pump stations. The North Texas Municipal Water District (NTMWD) operates the wastewater treatment plants.

**Expenses - 64047000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,108,230</b>	<b>1,263,680</b>	<b>1,594,856</b>
<b>Operations</b>	<b>651,751</b>	<b>950,205</b>	<b>869,229</b>
<b>Capital</b>	<b>873,925</b>	<b>104,025</b>	<b>1,171,953</b>
<b>Total</b>	<b>2,633,906</b>	<b>2,317,910</b>	<b>3,636,038</b>

**Major Budget Items**

- ➔ Funding has been provided for the addition of a Systems Technician and a Control Valve Crew consisting of a Crew Leader, 2 Maintenance Technicians, and a Maintenance Worker. Capital appropriations will provide for the addition of a Crane Truck for the Crew.
- ➔ Capital funding of approximately \$1M has been provided for the replacement a Ford F150 truck, repairs to Frisco Lakes Lift Station Vault Walls, the addition of a generator for Frisco 1 South, and a portable generator for West Side Lift Stations.

**Personnel**

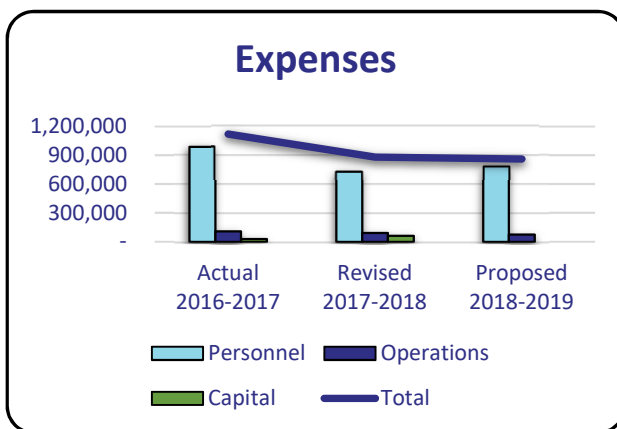
	Level	FY 2017	FY 2018	FY 2019
Utilities Superintendent	153	1	1	1
Utilities Operations Supervisor	143	1	1	1
Senior Backflow Inspector	139	-	1	1
Backflow Inspector	136	-	1	1
Senior Systems Technician	133	1	1	1
Crew Leader	131	2	2	3
Systems Technician	131	3	3	4
Maintenance Technician I/II	123/125	1	1	3
Maintenance Worker	118	6	6	7
<b>Total</b>		<b>15</b>	<b>17</b>	<b>22</b>

### Core Services

The Right of Way Inspection Division is responsible for the management and permitting process for the use of City right-of-way areas and easements. Division personnel also locate existing City utilities prior to excavation of a site, after the submission and approval of a right-of-way permit.

### Key Points Affecting Service, Performance, and Proposed Budget

➔ The FY19 Annual Budget supports the Division by funding its management of franchise utility locations and the backflow assembly program while the Texas Commission on Environmental Quality (TCEQ) regulates high hazardous backflow inspections.



### Expenses - 64049000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	986,835	731,663	785,439
Operations	106,885	89,896	74,812
Capital	26,930	60,350	-
<b>Total</b>	<b>1,120,650</b>	<b>881,909</b>	<b>860,251</b>

### Major Budget Items

➔ Personnel, continuing education, and support are key expenditures in this Division.

### Personnel

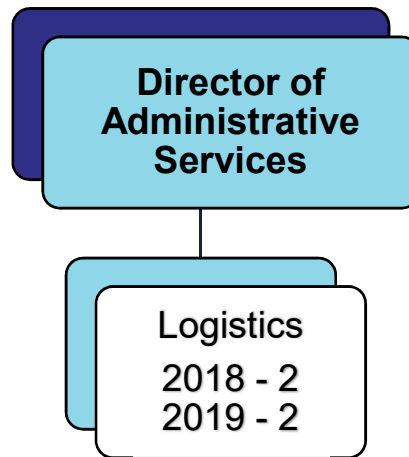
	Level	FY 2017	FY 2018	FY 2019
ROW Manager	159	1	1	1
Senior Backflow Inspector	-	1	-	-
Senior ROW Inspector	139	1	1	1
Construction Technician	-	1	-	-
ROW Inspector	136	3	5	5
Backflow Inspector	-	1	-	-
Crew Leader	-	1	-	-
Permit Technician	129	1	1	1
Utility Line Locator	-	1	-	-
Camera Technician	-	1	-	-
<b>Total</b>		<b>12</b>	<b>8</b>	<b>8</b>

# ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

Ensures the highest level of value and ethics in the procurement of buildings, equipment, goods and services, and maintaining these items through preventative maintenance, repairs and risk avoidance. The Department will strive to provide the highest level of customer service to internal and external citizens, vendors, and employees.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Logistics	\$ 141,728	\$ 192,534	\$ 212,775	10.51%
<b>Totals</b>	<b>\$ 141,728</b>	<b>\$ 192,534</b>	<b>\$ 212,775</b>	<b>10.51%</b>

# ADMINISTRATIVE SERVICES

## City Council Strategic Focus Areas served by this Department -



## Performance Measures - Efficiency/Effectiveness

✓ Workload    ⌚ Efficiency    📁 Effectiveness

### Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>65552000 - Logistics</b>						
📁	Provide internal customers with quality service delivery	Stock relevant inventory that is needed on a day to day basis	Inventory turnover ratio (cost of goods sold/average inventory value)	4.02	3.5	2.5
		Inventory under a form of contract (Excluding sole source)	Contract ratio (inventory items under contract/total item inventory count)	83%	89%	85%
		Sustain accurate inventory records	Accuracy ratio (accurate records/inventory records) of quarterly counts	97%	99%	95%

### Strategic Focus Area: Long-Term Financial Health

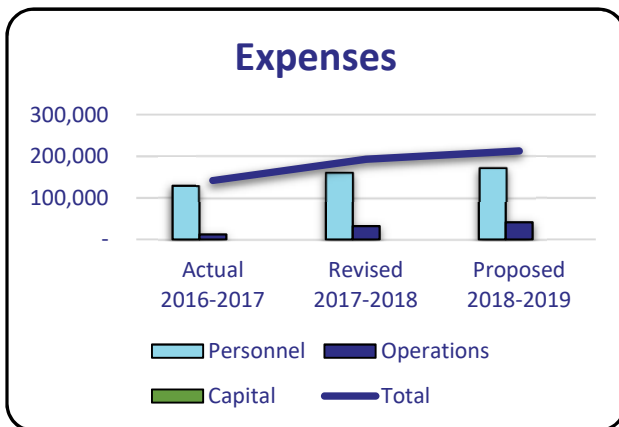
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>65552000 - Logistics</b>						
✓	Warehouse inventory	Pick tickets processed		2,776	3,000	3,300
		Inventory issued (dollar value)		\$3,850,000	\$4,000,000	\$4,500,000
		Inventory line items		490	620	700
	Fleet inventory	Pick tickets processed		2,000	2,200	2,400
		Inventory issued (dollar value)		\$574,295	\$575,000	\$580,000
		Inventory line items		1,497	1,886	1,900

## Core Services

This Division is responsible for the procurement of goods and services, inventory management and coordination of goods to end users within the Departments. The Division oversees the flow of materials in and out of inventory, maintains reasonable "buffer stock", coordinates bids, and works with supported Departments to establish and maintain annual supply contracts.

## Key Points Affecting Service, Performance, and Proposed Budget

- Continued improvement of automated processes that improve inventory efficiency along with managing warehouse distribution of materials for projects, operations, and maintenance.



## Expenses - 65552000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	129,311	160,767	171,413
Operations	12,417	31,767	41,362
Capital	-	-	-
<b>Total</b>	<b>141,728</b>	<b>192,534</b>	<b>212,775</b>

## Major Budget Items

- Operations appropriations include the annual fee for inventory software maintenance.

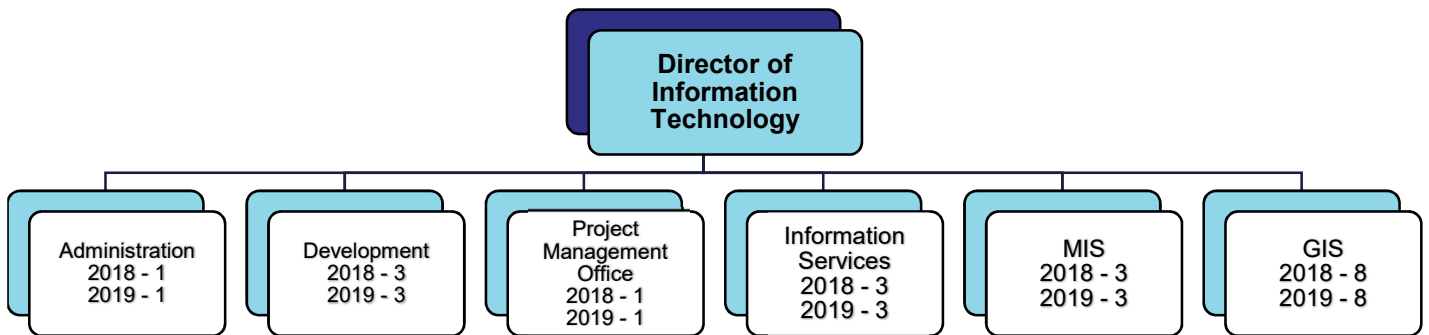
## Personnel

	Level	FY 2017	FY 2018	FY 2019
Logistics Manager	156	-	-	1
Inventory Administrator	-	1	1	-
Inventory Specialist	126	1	1	1
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

# INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

## DEPARTMENT MISSION

Ensures reliability, availability, serviceability and security of all computer and telecommunications-related systems, required for City Departments to effectively accomplish their missions.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ -	\$ 194,127	\$ 198,494	2.25%
Development	344,512	363,514	386,577	6.34%
Project Management Office	113,551	120,725	126,270	4.59%
Information Services	453,882	540,750	532,575	-1.51%
Management Information Services (MIS)	466,671	509,899	558,909	9.61%
Geographic Information Services (GIS)	940,503	995,675	1,166,834	17.19%
<b>Totals</b>	<b>\$ 2,319,119</b>	<b>\$ 2,724,690</b>	<b>\$ 2,969,659</b>	<b>8.99%</b>

# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>66010000 - Administration</b>						
📁	Maintain elevated employee awareness for maintaining a secure technical environment	Provide security awareness training to City staff	Train all employees on security awareness topics	N/A	98%	100%
<b>66060000 - Development</b>						
📁	Survey customers to ensure satisfaction	Customer satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	100%	100%	95%
	Develop highly effective, reliable, secure and innovative applications and integrations	Work with Project Manager and Business Analyst to ensure project requirements are documented and met	Systems development and integration initiatives meet documented requirements	90%	90%	90%
<b>66061000 - Project Management Office</b>						
📁	Facilitate project management such that scheduled projects are successfully completed	Support project managers and business units by overseeing project processes to ensure accountability in all projects	Projects successfully completed within budget, on time, and in scope	N/A	85%	100%
	Guide vendor selection process to ensure the solution meets business requirements	Support business project scope and definition by creating and/or collaborating on requirements in all projects led by the PMO	Produce requirements for approved technology selection projects	100%	100%	100%

# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>66061000 - Project Management Office</b>						
⌚	Provide the most cost effective approach to sustaining or improving services delivery	Provide for steering committee review of all projects meeting criteria developed for Information Technology projects process	Projects reviewed by steering committee	90%	100%	100%
⌚	Utilize industry standard best practices for project management activities lead by the PMO	Stay current in the industry utilizing professional development services offered via online training, classroom training, and conferences	Participate in at least one professional training exercise and/or conference each year	100%	100%	100%
<b>66062000 - Information Services</b>						
📁	Ensure reliability, availability, serviceability and security on applications	Ensure change management procedures followed during routine, emergency & project-related changes	Change management procedures updated/all procedures	95%	95%	95%
	Support applications and information systems with a focus on customer education and the public	Assist the business owners with process improvement through the use of technology	Technological processes improved as requested	90%	90%	90%
⌚	Survey customers to ensure satisfaction	Customer Satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	N/A	99%	95%
	Business applications are kept current to help ensure reliability and maximize the availability of features	Ensure system functionality and reliability	Core applications are kept up to date and in support with regularly scheduled updates/upgrades	95%	90%	100%



# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>66063000 - Management Information Services</b>						
📁	Survey customers to ensure satisfaction	Customer Satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	99.67%	98%	95%
📁	Ensure all computer systems are reliable by maintaining all systems at the correct operating levels	Maintain average time to resolve desktop computer and software installation issues	Resolve desktop systems in less than 4 hours	75%	90%	90%
		Maintain average time for restoration of enterprise hardware, applications and network connectivity	Restore servers, connectivity and applications in less than 4 hours	95%	95%	95%
		Leverage the City's investment in Microsoft technologies to maintain efficiency while reducing costs	Ensure all desktops, laptops, and mobile devices are maintained and current	95%	95%	95%
✓	Ensure all staff members are educated and trained on current and new technologies	Pursue the training plan so that internal capabilities can be used to achieve system support strategies	System support strategies achieved with new training/all planned systems	85%	90%	90%

# INFORMATION TECHNOLOGY

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>66064000 - Geographic Information Services</b>						
📁	Survey customers to ensure satisfaction	Customer satisfaction	Customers indicate satisfaction with the service they received related to service requests and problem tickets	100%	100%	95%
📁	Create and maintain current and accurate GIS data	Analyze collected data for accuracy of datasets falling under a normalized maintenance schedule	Utility and development-related data is within spatial and attribute established tolerances	95%	97%	97%
	Provide City staff and citizens access to a variety of GIS tools and data for the purposes of viewing, downloading, and analysis	Develop intuitive tools, maps and applications to share and integrate with GIS data	City staff and citizens become autonomous consumers of GIS decreasing the requests for information throughout the organization	90%	90%	90%

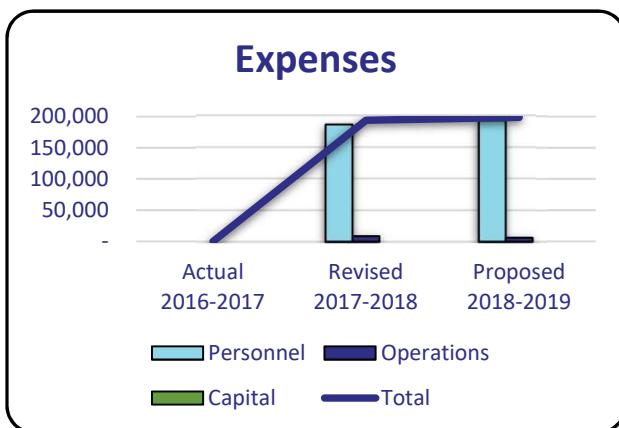
## Core Services

Information Technology Administration guides the operations of the Project Management Office, Management Information Services, Information Services, Geographic Information Systems and Development. It is the goal and practice of Information Technology Administration to work both strategically and tactically with all City Departments to ensure the cost effective deployment and support of technology as needed to improve both the efficiency and effectiveness of City services delivery. The Information Technology Department installs, maintains and/or supports:

- An internal private network infrastructure connecting 24 City facilities
- A private and public Wi-Fi network in all City facilities
- Nearly 300 physical and virtual servers
- Desktops/laptops/Mobile Data Computers (MDC's), telephones and cell phones for over 1400 employees
- Nearly 60 applications and provides secondary support for another 40 applications
- 25-30 department technology projects per year
- GIS services for the City, the Town of Prosper and for the Frisco EDC.

## Key Points Affecting Service, Performance, and Proposed Budget

- Overall the Information Technology (IT) Department continues to work with Departments to effectively plan and implement technology systems for continuous improvement in the delivery of services.
- Information Technology Administration will ensure appropriate review of all decisions requiring use of technology systems so that both user business requirements and ongoing support requirements are properly documented and an integral part of procurement decisions.



## Expenses - 66010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	185,222	192,059
Operations	-	8,905	6,435
Capital	-	-	-
<b>Total</b>	<b>-</b>	<b>194,127</b>	<b>198,494</b>

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Assistant Director of IT	204	-	1	1
<b>Total</b>		<b>-</b>	<b>1</b>	<b>1</b>

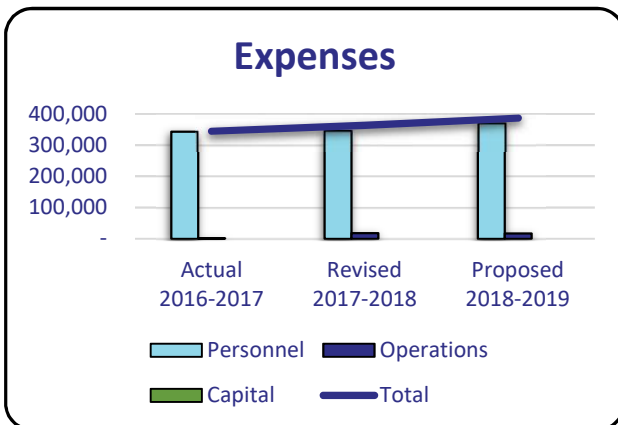
## Core Services

The Development Division is committed to the design, development, and implementation of business applications and integrations in support of the City's mission and goals.

- Ensures reliability of product by developing to standard, testing code, applying change management principles and monitoring performance.
- Coordinates with business owners, software vendors and IT resources to develop and support software integrations between new and existing City systems.
- Seeks continuous improvement on previously developed applications and integrations by soliciting user feedback and updating system capabilities according to currently available technology.
- Researches industry trends and understands the impact to current environment and integrated applications.

## Key Points Affecting Service, Performance, and Proposed Budget

- The Division must maintain current knowledge of software development trends and utilize state of the art technology to deliver custom applications, integrations, and documentation.



## Expenses - 66060000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>343,081</b>	<b>345,584</b>	<b>369,897</b>
<b>Operations</b>	<b>1,431</b>	<b>17,930</b>	<b>16,680</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>344,512</b>	<b>363,514</b>	<b>386,577</b>

## Major Budget Items

- Funding to support ongoing training and professional development opportunities to stay current with technologies being deployed and used throughout the City is included for FY19.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Software Developer	152	2	2	2
SQL Developer	152	1	1	1
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>

## Core Services

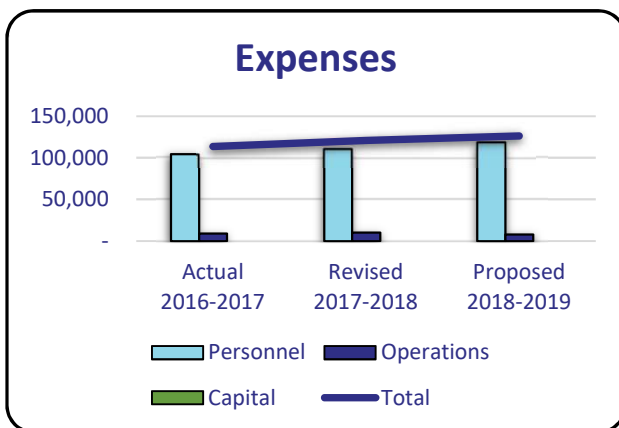
The Information Technology Project Management Office (PMO) works with all Departments to ensure technology purchases and improvements are properly researched, evaluated, managed, documented, tested and aligned with the strategic direction of the City.

The PMO office:

- Oversees the technology process for project initiation, funding, IT resource,
- Allocates and prioritizes initiatives working under the authority of the Project Steering Committee; sets standards for project life cycle and planning and guides Departments who purchase or change software/hardware that is integrated into their business processes,
- Serves as integral part of technology procurements including requirements definition, vendor evaluation and solution recommendations,
- Supports development and integration projects with design specifications, use cases and testing resources,
- Coordinates software project implementation deliverables and assist with project planning, configuration, testing and documentation,
- Consults with City Departments for technology strategic direction and facilitate IT solutions to business problems, and
- Gathers and produces project status reporting for City management review.

## Key Points Affecting Service, Performance, and Proposed Budget

➔ The FY19 Annual Budget continues the support of a Business Analyst for technology related projects including numerous Cityworks projects, TRAKiT GIS, Incode Integration - Meters, Onbase/GIS, Electronic Plan Review, and the eProcurement Software.



## Expenses - 66061000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	104,558	110,587	118,380
Operations	8,993	10,138	7,890
Capital	-	-	-
Total	113,551	120,725	126,270

## Personnel

### Business Analyst

Total

Level	FY 2017	FY 2018	FY 2019
151	1	1	1
Total	1	1	1

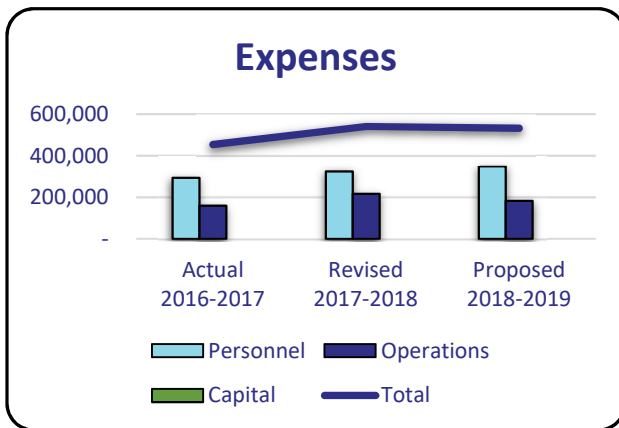
## Core Services

The Information Services (IS) Division provides a system of tools, processes and support for information management and workflow programs used for gathering, processing, storing and sharing information throughout all City Departments. The personnel in this Division provide technical and user support to all Departments for 20 core applications and over 80 ancillary applications. This Division also provides implementation support for new projects and applications, helping to ensure that systems actually deliver the performance that departments require. Some of the software for which this Division supports and has in-depth knowledge includes:

- **Munis:** the financial system used throughout the City
- **Incode:** the utility billing system used to track and bill water & sewer usage throughout the City
- **Integrated Computer Systems:** computer aided dispatch and records management system used by public safety to track incidents and responders
- **Cityworks:** work order software system used by the Public Works Department
- **TRAKiT:** software used by developers and the Public Works Department to manage permitting and development services throughout the City
- **MCRS:** Municipal Court records management and point of sale system
- **Firehouse:** records management and preplanning system used by the Fire department

## Key Points Affecting Service, Performance, and Proposed Budget

- ➔ The annual budget provides the continued support, maintenance and expansion of the functionality and usage of the applications used. It also allows for the continued education and training of the Information Services staff members enabling them to provide reliable and consistent support for City staff.



## Expenses - 66062000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>294,228</b>	<b>323,945</b>	<b>349,300</b>
<b>Operations</b>	<b>159,654</b>	<b>216,805</b>	<b>183,275</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>453,882</b>	<b>540,750</b>	<b>532,575</b>

## Major Budget Items

- ➔ The operations budget includes training and continuing education for the Information Services staff to provide reliable and consistent support for the various applications and systems maintained.

## Personnel

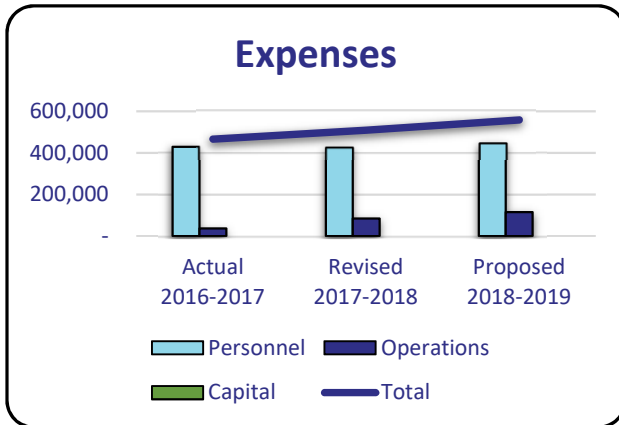
	Level	FY 2017	FY 2018	FY 2019
<b>Applications Systems Administrator II</b>	<b>150</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>

## Core Services

Management Information Services (MIS) is responsible for maintaining network infrastructure, to include; desktops, laptops, mobile devices, telecommunication systems and servers.

## Key Points Affecting Service, Performance, and Proposed Budget

➤ To ensure systems reliability, availability, serviceability and security, the MIS Division maintains inventory of all desktop, laptop, servers, switches and other infrastructure and determines annual replacement schedules to prevent infrastructure from aging beyond usefulness.



## Expenses - 66063000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	429,494	425,015	443,851
Operations	37,177	84,884	115,058
Capital	-	-	-
<b>Total</b>	<b>466,671</b>	<b>509,899</b>	<b>558,909</b>

## Major Budget Items

➤ The operations budget includes funding for professional services to audit and provide maintenance of our SQL architecture.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Database Administrator	158	2	2	2
Systems Engineer	152	1	1	1
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>

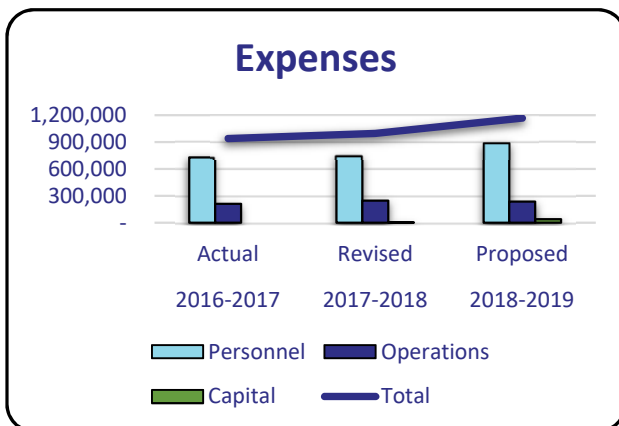
## Core Services

The Geographic Information Systems (GIS) Division contributes directly to the success of City operations, citizen engagement, business attraction and retention by providing tools, analysis, processes and support for use of geographic data to answer questions, solve problems and illustrate value.

- Works with City leaders to develop meaningful maps and geographic visual aids which are critical to business operations and promotion of opportunities to those looking to do business within our City.
- Improves effective use of information technologies by maintaining geospatial data and converting it to useful information for all departments through system integration strategies, data analysis and mapping services.
- Ensures accuracy of all geographical data and layers published on behalf of the City by designing and performing meticulous quality checks, standardizing processes and managing all changes to the information flow. This includes a variety of GIS layers like streets, parcels, subdivisions and utility data.
- Supports City spatial data requests and other information requirements to assist with operation and function of interrelated systems and programs including those used by Public Safety for first response.
- Interprets and transfers data from source documents including digital and/or printed plats, record drawings, plans, profiles and legal descriptions. Collect field data using GPS.

## Key Points Affecting Service, Performance, and Proposed Budget

- The FY19 Annual Budget supports the continued enhancement of the distributed GIS platform using ArcGIS for Server, improving access to information for staff and residents.
- The GIS Division manages interlocal agreements with both the Frisco EDC and the Town of Prosper for GIS services. Additionally \$100,970 of Operational appropriations fund the licensing and support of the Enterprise GIS Solution, accounting for approximately 43% of the FY19 operational budget.



## Expenses - 66064000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	729,146	746,626	891,073
Operations	211,357	245,254	237,205
Capital	-	3,795	38,556
<b>Total</b>	<b>940,503</b>	<b>995,675</b>	<b>1,166,834</b>

## Major Budget Items

- Capital funding has been provided for replacement of a 2002 Ford Explorer and the addition of a Trimble GPS with Range Finder.



**INFORMATION TECHNOLOGY****Geographic Information Services****Personnel**

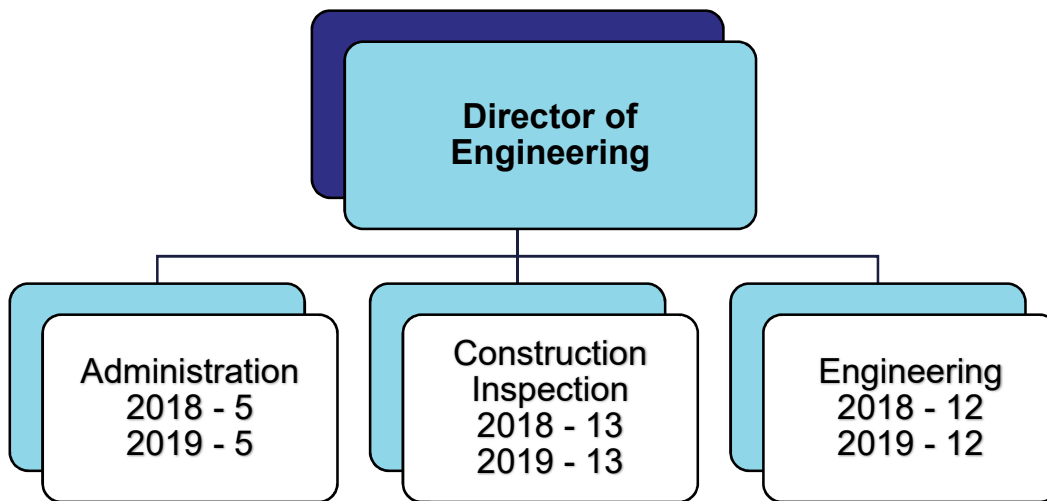
	Level	FY 2017	FY 2018	FY 2019
Assistant Director of IT	-	1	-	-
GIS Manager	156	1	1	1
GIS Data Administrator	154	1	1	1
Senior GIS Analyst	150	-	1	1
Senior GIS Technician	145	1	1	1
GIS Analyst	143	2	3	3
GIS Technician	139	<u>1</u>	<u>1</u>	<u>1</u>
Total		7	8	8

# ENGINEERING SERVICES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

To provide municipal infrastructure delivery through management of City funded capital projects and review of private development projects, provide transportation engineering and operations services to the residents, and facilitate engineering and technical services to infrastructure operations and maintenance.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration	\$ 597,983	\$ 754,570	\$ 778,770	3.21%
Construction Inspection	1,216,690	1,324,574	1,464,773	10.58%
Engineering	<u>1,628,381</u>	<u>1,857,572</u>	<u>1,836,504</u>	<u>-1.13%</u>
<b>Totals</b>	<b>\$ 3,443,054</b>	<b>\$ 3,936,716</b>	<b>\$ 4,080,047</b>	<b><u>3.64%</u></b>

# ENGINEERING SERVICES

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Infrastructure

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>68087000 - Construction Inspection</b>						
✓	Provide superior capital project inspection services	Meet expectations for inspection of capital projects	Average number of ongoing capital projects under construction	12	18	13
	Provide superior private development inspection services	Meet expectations for inspection of private development projects	Average number of ongoing private development projects under construction	103	92	98
<b>68088000 - Engineering</b>						
📁	Provide superior capital project delivery	Design and construct public infrastructure	Number of active capital design/construction projects	29	35	36
		Design and construct public infrastructure	Total capital design/construction project cost oversight	\$183M	\$104	\$115
📁	Provide superior customer service	Support of capital and private development	Process requests for asbuilts within 5 days	69%	34%	75%

## Strategic Focus Area: Excellence in City Government

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>68010000 - Administration</b>						
📁	Pursue administrative excellence in supporting capital projects	Predictable payment of invoices	Requests paid within designated time	90%	91%	92%
✓		Provide excellent administrative management of capital project contracts and other financial items	Financial items processed: capital projects contracts, etc.	1,152	1,510	1,565

# ENGINEERING SERVICES



## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Excellence in City Government, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
68010000 - Administration						
	Focus on mobile approach	Guide end users' workflows to be better compatible with future mobile solutions	Work with individual PW and ENG divisions to test and implement business processes that will enable them to start using, or more effectively use already available mobile solutions, positioning these divisions for seamless future transition to full field mobility	10%	50%	75%
		Mobilize CityWorks in the field on hand held devices	Test simplified user interfaces: Freeance Mobile, CityWorks Respond, and assess their capabilities to support the application in the field.	50%	65%	75%
68088000 - Engineering						
	Provide superior private development review services	Meet established review time	Review construction plans within 4 weeks	87%	88%	93%
✓			Private development project submittals processed	631	694	700

## Core Services

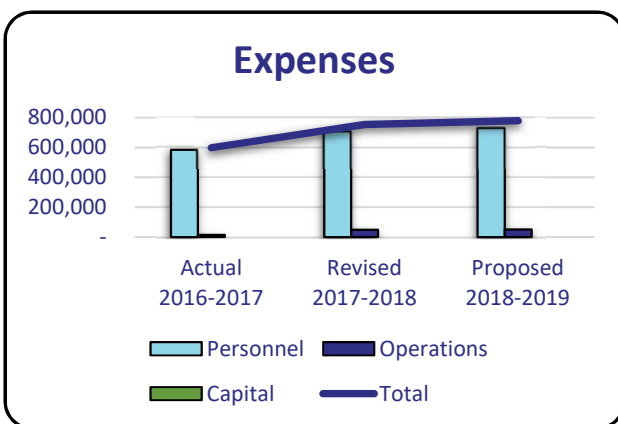
The core functional areas of the Department include:

Capital project delivery - administration of the City's bond-funded projects related to new roads, drainage, traffic signals, roadway median lighting, water distribution, and wastewater collection.

Development review - construction plan review and field inspection of infrastructure that is built by private development and accepted by the City.

Traffic operations - operation and maintenance of the traffic signal system, school and pedestrian zone safety, and special events.

Stormwater utility - administration of the utility including floodplain management and compliance with the State of Texas Stormwater Discharge Permit.



## Expenses - 68010000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>584,775</b>	<b>706,824</b>	<b>727,960</b>
<b>Operations</b>	<b>13,208</b>	<b>47,746</b>	<b>50,810</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>597,983</b>	<b>754,570</b>	<b>778,770</b>

## Major Budget Items

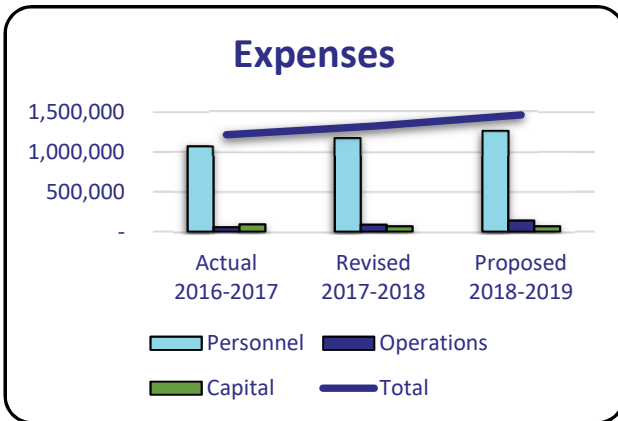
➤ Estimated legal fees and administrative support items account for approximately 51% of the operating budget.

## Personnel

	Level	FY 2017	FY 2018	FY 2019
<b>Director of Engineering Services</b>	<b>209</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Assistant Director of Engineering</b>	<b>204</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Business Process Analyst</b>	<b>139</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Office Manager</b>	<b>135</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Engineering Information Specialist</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Administrative Assistant</b>	<b>124</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>5</b>	<b>5</b>	<b>5</b>

**Core Services**

The Construction Inspection Division conducts inspection of all public infrastructure for private development and capital improvement projects for general conformance with City standards.

**Key Points Affecting Service, Performance, and Proposed Budget****Expenses - 68087000**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,071,929</b>	<b>1,170,215</b>	<b>1,260,206</b>
<b>Operations</b>	<b>53,558</b>	<b>88,909</b>	<b>139,117</b>
<b>Capital</b>	<b>91,203</b>	<b>65,450</b>	<b>65,450</b>
<b>Total</b>	<b>1,216,690</b>	<b>1,324,574</b>	<b>1,464,773</b>

**Major Budget Items**

- The majority of the FY19 Operations Budget is dedicated to professional services which includes funding for the Texas Department of Licensing and Regulation (TDLR) reviews as well as surveying and structural inspections by outside firms. Additionally, funding is provided for Professional Services for development of procedures and other related expenses for the Public Works Accreditation program.
- Capital funding is provided for the replacement of 2 Half Ton Trucks.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>Construction Superintendent</b>	<b>153</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Construction Supervisor</b>	<b>143</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Senior Construction Inspector</b>	<b>139</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Construction Inspector</b>	<b>136</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Construction Technician</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>Engineering Technician</b>	<b>131</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Total</b>		<b>13</b>	<b>13</b>	<b>13</b>

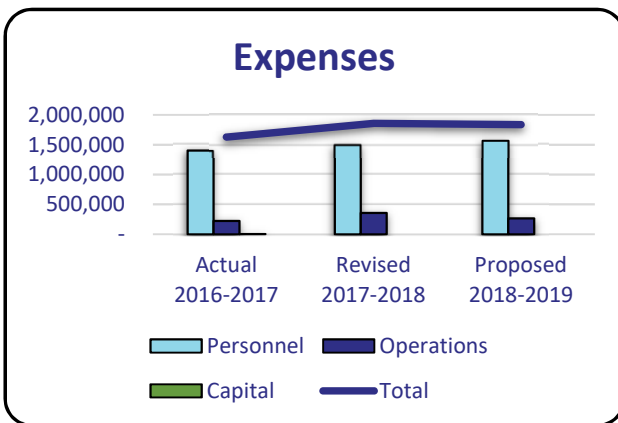
### Core Services

The Engineering Division is responsible for the design and construction of public infrastructure. Engineering reviews private development projects with respect to paving, drainage, water and wastewater for conformance with City standards. Engineering plans, reviews and manages the design and construction of paving, drainage, water, and wastewater capital projects.

### Key Points Affecting Service, Performance, and Proposed Budget

➤ FY19 will support continued work on management of the capital program for paving, drainage, water, wastewater and reuse facilities, refining and adjusting water, wastewater and reuse master plans, and updating the engineering standards. Engineering also provides support to other Departments including Public Works and Parks for the design of capital projects.

➤ FY19 includes continued work on the management of private development projects for paving, drainage, water, and wastewater facilities. The Engineering Division also assists other Departments as needed for updates to City ordinances.



### Expenses - 68088000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,401,006	1,501,107	1,567,833
Operations	222,211	356,465	268,671
Capital	5,164	-	-
<b>Total</b>	<b>1,628,381</b>	<b>1,857,572</b>	<b>1,836,504</b>

### Major Budget Items

➤ FY18 Revised Budget included approximately \$93,000 of carry forward Purchase Orders for various studies accounting for the reduction in the FY19 proposed budget.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Capital Projects Manager	163	1	1	1
Development Manager	163	1	1	1
Senior Engineer	159	5	4	4
Civil Engineer	153	2	3	3
Engineering Technician	131	-	1	1
Intern (PT)	114	2	2	2
<b>Total</b>		<b>11</b>	<b>12</b>	<b>12</b>

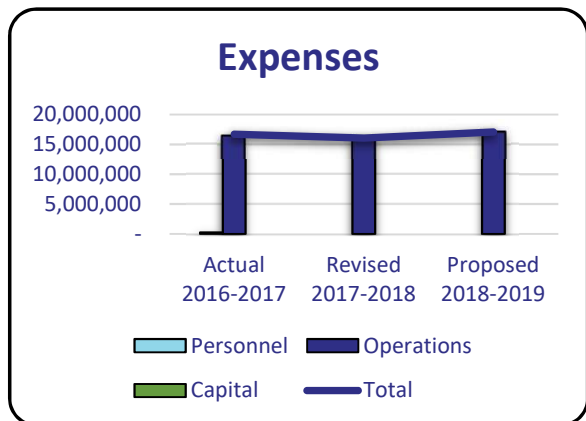
## NON-DEPARTMENTAL

### Core Services

Non-departmental funding includes transfers out, miscellaneous funding needs, and debt related appropriations.

### Key Points Affecting Service, Performance, and Proposed Budget

- ➔ This Division provides funding appropriated for debt service expenses.
- ➔ \$17 million in operations appropriations is for the debt service payments; see separate schedules in the Debt section of the budget for details.



### Expenses - 69999000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	255,637	-	-
Operations	16,424,249	16,064,066	17,076,564
Capital	-	-	-
<b>Total</b>	<b>16,679,886</b>	<b>16,064,066</b>	<b>17,076,564</b>

### Personnel

**Note: No positions are funded in this Division.**



**CITY OF FRISCO  
STORMWATER FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Net Position, Beginning	\$ 1,805,807	\$ 359,682	\$ 2,479,145	\$ 514,331
Receipts:				
Fees	3,495,399	3,757,598	3,805,230	3,995,821
Interest Income	5,706	3,000	6,000	3,000
Contributions	137,000	-	-	-
<b>Total Revenue</b>	<b>3,638,105</b>	<b>3,760,598</b>	<b>3,811,230</b>	<b>3,998,821</b>
<b>Funds Available</b>	<b>5,443,912</b>	<b>4,120,280</b>	<b>6,290,375</b>	<b>4,513,152</b>
Deductions:				
Operating Expenses	1,955,686	2,415,873	2,445,624	2,519,494
Capital Outlay	399,247	318,300	315,100	292,750
Interfund Transfers - Other Funds	609,834	866,149	3,015,320	548,088
<b>Total Deductions</b>	<b>2,964,767</b>	<b>3,600,322</b>	<b>5,776,044</b>	<b>3,360,332</b>
<b>Net Position, Unrestricted</b>	<b>\$ 2,479,145</b>	<b>\$ 519,958</b>	<b>\$ 514,331</b>	<b>\$ 1,152,820</b>

The Stormwater Fund was created in FY10 to fund the City's effort to comply with the Municipal Separate Stormwater Sewer System (MS4) permit issued by the State. The permit requires implementation of six minimum control measures to improve stormwater quality. These are public education and outreach, public involvement, illicit discharge detention and elimination, construction site stormwater runoff control, post-construction stormwater management in new development and redevelopment, and good housekeeping and best management practices.

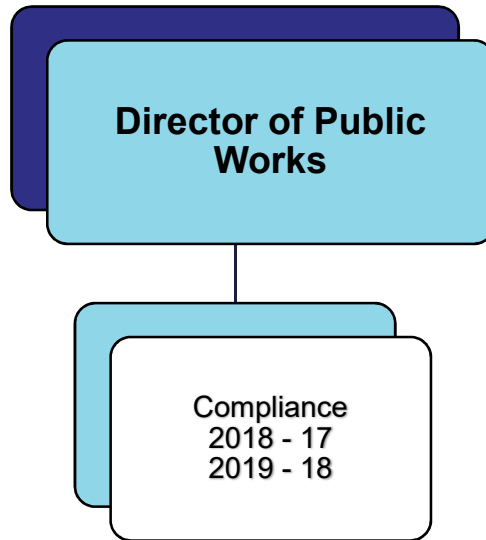
Interfund transfers to other funds for FY19 include a transfer to the General Fund for administrative costs, to the Utility Fund for a prorata cost of billing expenses, and to the Capital Projects Fund for a portion of the capital project costs.

## Public Works Department Summary

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### DEPARTMENT MISSION

To reduce the discharge of pollutants from the City's watershed by implementing and managing programs to improve water quality in accordance with regulatory requirements.



### Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Compliance	\$ 1,741,014	\$ 2,074,830	\$ 2,489,522	19.99%
<b>Totals</b>	<u>\$ 1,741,014</u>	<u>\$ 2,074,830</u>	<u>\$ 2,489,522</u>	<u>19.99%</u>

## PUBLIC WORKS

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Public Health & Safety, Infrastructure, and Sustainable City

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64046640 - Stormwater Compliance</b>						
✓	Water quality protection and compliance by reducing stormwater pollutants to the maximum extent practicable	Install structural controls to reduce pollutants	Controls installed or maintained	12	10	13
		Remove silt and debris from channels and streets	Tons removed	421	450	500
		Clean/sweep arterial roadways to reduce the amount of silt and debris entering the stormwater system	Roads cleaned/swept (miles)	229	240	260
		Proactive enforcement to reduce illicit discharge detection and elimination	Inspections to reduce illicit discharges	35	40	45
			Inspections to verify pollutant controls on construction projects	8,570	6,000	6,500
			Inspections to verify pollutant controls post-construction	138	140	150
			Inlet boxes inspected/cleaned	2,066	2,000	4,000

### Strategic Focus Area: Excellence in City Government and Civic Involvement

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64046640 - Stormwater Compliance, cont.</b>						
✓	Best Management Practices (BMPs) required by 2007 permit	Implemented and managed by 2013	BMPs attained	100%	100%	100%
	Best Management Practices (BMPs) required by 2013 permit	Implemented and managed by 2018	BMPs attained	15/35	33/35	35/35

## PUBLIC WORKS

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Excellence in City Government and Civic Involvement, cont.

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64046640 - Stormwater Compliance, cont.</b>						
📁	Provide public education to protect water quality	Use volunteers to place markings at storm drain inlets to deter the disposal of trash and debris into the stormwater system	Markings placed	750	-	750
		Present information to the public regarding the impact of discharging pollutants into the storm drain system	Educational presentations	194	150	150

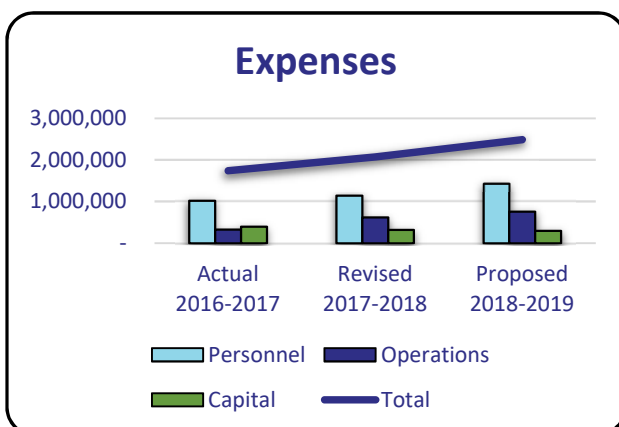
## Core Services

The core service of Stormwater Compliance is to ensure compliance with the Phase II Municipal Separate Storm Water System (MS4) permit.

## Key Points Affecting Service, Performance, and Proposed Budget

Factors affecting service, performance and the proposed budget are those contained in the permit and the Stormwater Management Plan to be developed by City staff to meet its requirements. The permit standard is to implement Best Management Practices (BMPs) to reduce pollutants to the maximum extent practicable using the following minimum control measures:

- **Public Education, Outreach and Involvement:** Inform and train the public on BMPs that decrease pollutant discharge from their land as a result of landscaping, outdoor housekeeping, and construction. Also provide outreach and involvement opportunities for volunteers such as inlet marking.
- **Illicit Discharge Detection and Elimination:** Proactively inspect the watershed to include dry weather screening and sampling of stream flows. When an illicit discharge is found or reported, the source is to be determined, investigated and corrective action taken.
- **Construction Site Stormwater Runoff Control:** This includes ensuring controls are designed, installed and maintained at construction sites to effectively reduce the discharge of pollutants from erosion and siltation from disturbed soils and building materials, products and waste.
- **Post Construction Stormwater Management:** This includes the enforcement of the requirements for the installation and maintenance of permanent BMPs to minimize pollutants from new and re-developed sites.
- **Pollution Prevention and Good Housekeeping for Municipal Operations:** Assess and inspect City facilities for the potential to discharge pollutants. Educate and train employees on BMPs to reduce discharges from City facilities and field operations. Assist departments in developing SOPs to reduce discharges from employee activities. To clean City infrastructure by street sweeping and the removal of trash and debris from drainage structures.
- **Industrial Stormwater Sources:** Protect the watershed from industrial and commercial discharges by the development and maintenance of an inventory of all sites that could discharge substantial pollutants, the performance of facility inspections and the provision of necessary enforcement and follow-up activities.
- The requirements continue to increase as the size of the system continues to grow. The crews currently maintain 427 miles of drainage pipe and boxes as well as 20,000 inlets and 2,498 outfalls.



## Expenses - 64046640

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	<b>1,016,597</b>	<b>1,144,314</b>	<b>1,443,721</b>
<b>Operations</b>	<b>325,170</b>	<b>615,416</b>	<b>753,051</b>
<b>Capital</b>	<b>399,247</b>	<b>315,100</b>	<b>292,750</b>
<b>Total</b>	<b>1,741,014</b>	<b>2,074,830</b>	<b>2,489,522</b>

## Major Budget Items

- Personnel appropriations are included in FY19 for a Stormwater Inspector and related expenses including a 1/2 ton pickup.
- Funding has been provided for Stream Gauges for public and water quality safety (\$210,000), Trench Box Protection equipment (\$7,500), a low profile loader (\$80,000), interim office space (\$20,000), and a replacement pickup (\$31,375).

**Public Works****Stormwater Compliance****Personnel**

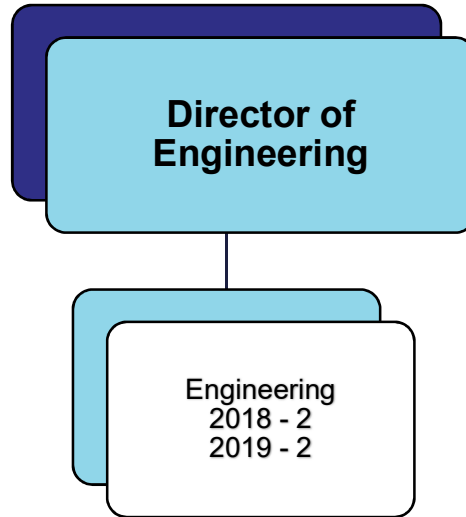
	Level	FY 2017	FY 2018	FY 2019
Stormwater Manager	156	1	1	1
Stormwater Crew Supervisor	143	1	1	1
Stormwater Inspector Supervisor	143	-	1	1
Hydrologist	141	1	1	1
Senior Stormwater Inspector	139	1	1	1
Stormwater Education Coordinator	136	1	1	1
Stormwater Inspector	136	4	3	4
Crew Leader	131	1	2	2
Equipment Operator II	125	2	2	2
Equipment Operator I	123	1	2	1
Maintenance Worker	118	<u>1</u>	<u>2</u>	<u>3</u>
Total		14	17	18

# ENGINEERING SERVICES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

Will strive to reduce property damage resulting from flooding and erosion in accordance with regulatory requirements.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Engineering	\$ 575,425	\$ 685,894	\$ 322,722	-52.95%
<b>Totals</b>	<b>\$ 575,425</b>	<b>\$ 685,894</b>	<b>\$ 322,722</b>	<b>-52.95%</b>

# ENGINEERING SERVICES

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Public Health and Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>68088640 - Engineering</b>						
📁	Provide superior capital and private development project review services	Support of capital and private development	Private development project submittals processed	631	694	700
			Capital project reviews completed	29	35	36
	Flood hazard and erosion mitigation	Protect citizens and property from flooding and erosion hazards	Number of active floodplain/drainage studies and/or erosion mitigation projects	41	32	32

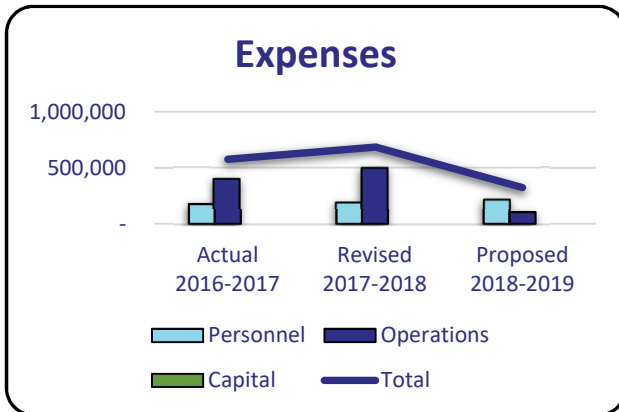


**Core Services**

The Stormwater Division is responsible for the review of private development and capital projects to ensure compliance with the Engineering Standards for drainage and erosion control. The Division is also responsible for watershed master plans and floodplain management.

**Key Points Affecting Service, Performance, and Proposed Budget**

► Professional services for master planning, flood studies, and drainage studies accounts for approximately 95% of the operations budget.

**Expenses - 68088640**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	176,668	190,297	217,131
<b>Operations</b>	398,757	495,597	105,591
<b>Capital</b>	-	-	-
<b>Total</b>	575,425	685,894	322,722

**Major Budget Items**

- FY19 Operations includes on call Engineering Professional Services for Master Planning. Several Flood and Drainage Studies completed in FY 2018 for a reduction of approximately \$200,000 to the FY 2019 Operations appropriations.
- Additionally, the FY18 Revised Budget included \$133,000 for prior year purchase orders related to ongoing studies and \$54,000 was provided for the slope stabilization of a retaining wall.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
<b>Senior Stormwater Engineer</b>	159	1	1	1
<b>EIT</b>	143	1	1	1
<b>Total</b>		2	2	2

**CITY OF FRISCO  
ENVIRONMENTAL SERVICES FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Net Position, Beginning	\$ 7,841,103	\$ 7,435,737	\$ 7,846,097	\$ 7,271,471
Receipts:				
Solid Waste Service Charges	13,538,402	15,266,579	15,781,433	17,260,179
Interest Income	44,661	20,000	90,000	90,000
Contributions & Other Income	66,462	36,000	36,000	36,000
<b>Total Revenue</b>	<b><u>13,649,525</u></b>	<b><u>15,322,579</u></b>	<b><u>15,907,433</u></b>	<b><u>17,386,179</u></b>
<b>Funds Available</b>	<b><u>21,490,628</u></b>	<b><u>22,758,316</u></b>	<b><u>23,753,530</u></b>	<b><u>24,657,650</u></b>
Deductions:				
Operating Expenses	1,390,074	1,181,759	1,495,410	2,118,026
Cost of Sales and Services	11,239,696	12,251,409	13,854,461	14,066,408
Capital Outlay	39,980	68,950	68,950	52,800
Interfund Transfers	974,781	1,063,238	1,063,238	1,148,754
<b>Total Deductions</b>	<b><u>13,644,531</u></b>	<b><u>14,565,356</u></b>	<b><u>16,482,059</u></b>	<b><u>17,385,988</u></b>
<b>Net Position, Unrestricted</b>	<b><u>\$ 7,846,097</u></b>	<b><u>\$ 8,192,960</u></b>	<b><u>\$ 7,271,471</u></b>	<b><u>\$ 7,271,662</u></b>

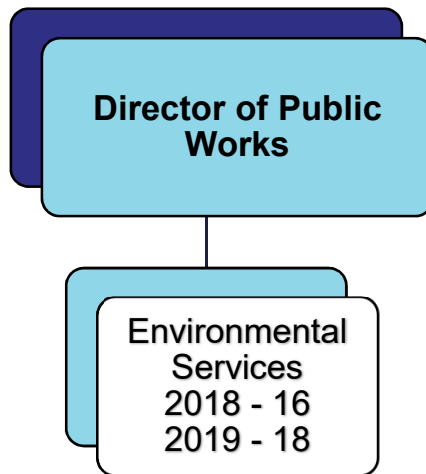
The Environmental Services Fund accounts for the collection and disposal of solid waste and recycling services of the City. The working capital at the end of FY19 represents approximately 44.93% of operating expenses and cost of sales and services. This falls within our policy goals for operating funds.

# ENVIRONMENTAL SERVICES DEPARTMENT SUMMARY

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## DEPARTMENT MISSION

To be dedicated, environmentally responsible stewards of our community and the Earth. To sustain and improve the quality of life of all who call the City their home and to safeguard our natural resources for the present and the future.



## Expense Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Environmental Services	\$ 12,669,750	\$ 15,418,821	\$ 16,237,234	5.31%
<b>Totals</b>	<b>\$ 12,669,750</b>	<b>\$ 15,418,821</b>	<b>\$ 16,237,234</b>	<b>5.31%</b>

# ENVIRONMENTAL SERVICES

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Public Health and Safety

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>64045660 - Environmental Services</b>						
📁	Reduce the City's reliance on the landfill	Increase tons recycled from the curbside recycling program	Curbside recycling program tonnage	18,868	19,000	19,500
		Maintain residential diversion rate	Waste stream diversion	31.45%	32.0%	32.5%
		Minimize landfill tonnage charges by diverting material into recycling programs	City landfill usage cost reduction due to recycling	\$922,360	\$950,000	\$975,000
		Minimize landfill tonnage charges by diverting hazardous materials	Participants at HHW Center	8,956	9,500	10,000
✓	Maintain outreach and volunteer programs	Adopt a street/park litter prevention programs	Volunteer hours	9,872	10,000	11,000
		Hold school presentations	Students reached through school presentations	53,000	54,000	55,000
		Environmental Club for Teenagers - Teens4Green	Membership levels	423	496	515
✓	Provide revenue and offset costs	Revenue generating recycling programs-Moving Box Sales, Metal, Cardboard, Oil, Printer Cartridges, Plastic Bags, Styrofoam	Revenue from recycling	\$32,000	\$35,000	\$37,500
			Styrofoam and plastic bags	15,970 lbs	16,200 lbs	16,500 lbs

## ENVIRONMENTAL SERVICES

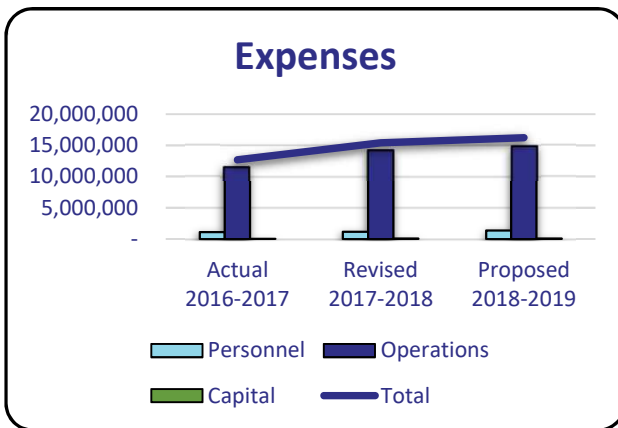
## Environmental Services

### Core Services

The Environmental Services Division oversees and manages the city's residential, commercial and construction waste services. It operates and maintains the Environmental Collection Center, Household Hazardous Waste program, and is responsible for City-wide litter control. The Division promotes environmental conservation recycling and waste reduction practices through innovative and creative programs and publications that are managed and designed in house. These include: Chunk your Junk, Clean it and Green it Events, Heard from the Curb newsletter, recycling mascot "Rufus Recycles", School Green teams and TEKS based educational website.

### Key Points Affecting Service, Performance, and Proposed Budget

- Council Objective - Demonstrate leadership as a community committed to preserving and protecting the environment.
- Focus on creating innovative programs that heighten awareness to environmental conservation and result in waste reduction.



### Expenses - 64045660

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,088,292	1,138,052	1,342,882
Operations	11,541,478	14,211,819	14,841,552
Capital	39,980	68,950	52,800
<b>Total</b>	<b>12,669,750</b>	<b>15,418,821</b>	<b>16,237,234</b>

### Major Budget Items

- While charges for Solid Waste Collection Services make up the majority of operational appropriations, approximately 1.3% of the FY19 Budget is to fund educational and recycling programs for the community.
- Personnel appropriations are included in FY19 for an additional Customer Service Representative, and a Environmental Services Superintendent. Funding is also provided for a vehicle for the Superintendent.
- Operational funding of \$375K is provided for the implementation of a cart cleaning program. This program will target the cleaning of carts that have been in service for five years.

### Personnel

	Level	FY 2017	FY 2018	FY 2019
Environmental Services Manager	156	1	1	1
Environmental Services Superintendent	153	-	-	1
Environmental Education Coordinator	136	2	2	2
Environmental Collection Administrator	132	1	1	1
Crew Leader	131	1	2	2
Environmental Waste Specialist	129	1	1	1
Senior Customer Service Representative	128	1	1	1
Administrative Assistant	124	1	1	1
Maintenance Technician I	-	1	-	-
Customer Service Representative	120	1	1	2
Maintenance Worker	118	5	5	5
Intern (PT)	114	1	1	1
<b>Total</b>		<b>16</b>	<b>16</b>	<b>18</b>



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# **SPECIAL REVENUE FUNDS**





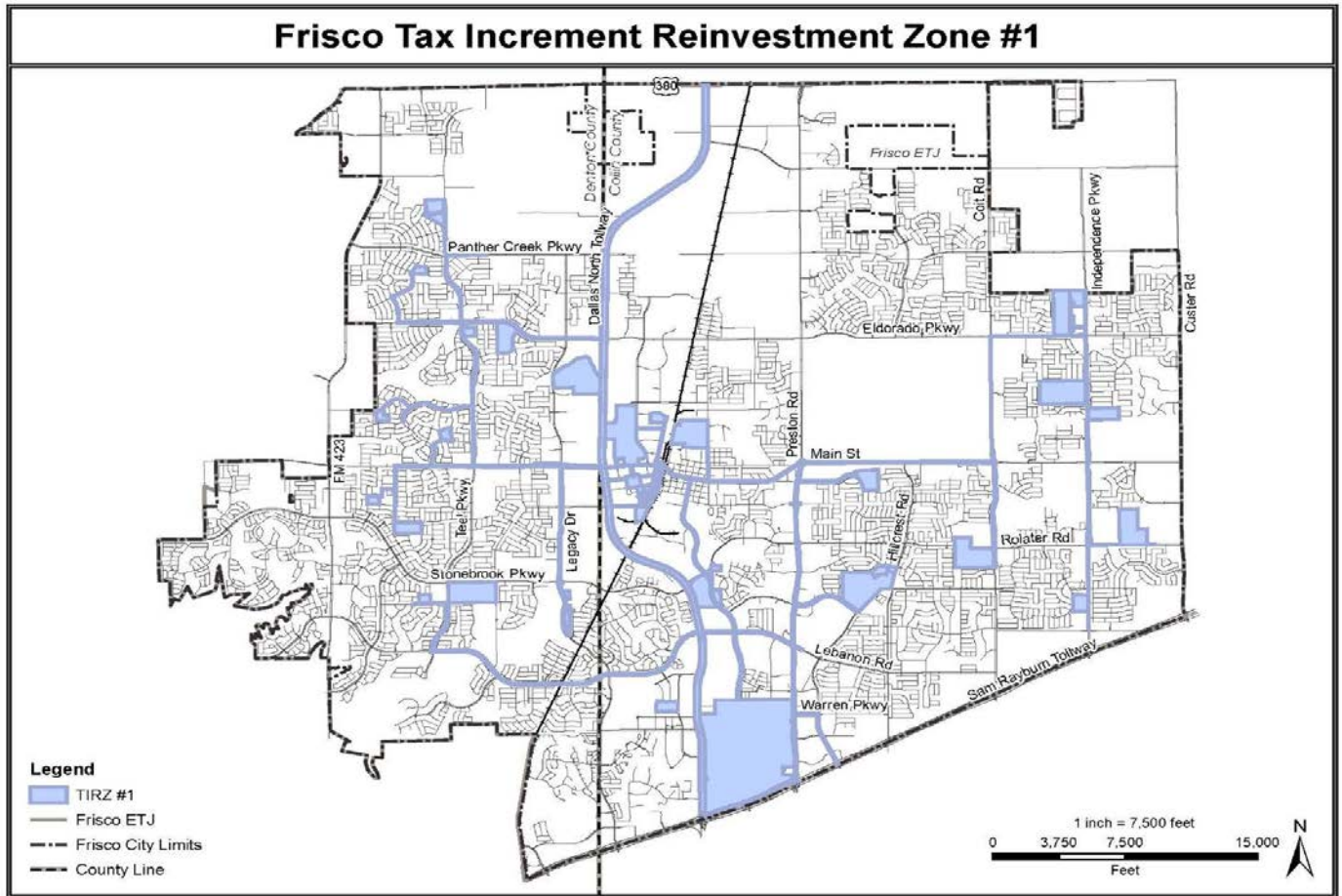
**CITY OF FRISCO**  
**TAX INCREMENT REINVESTMENT ZONE #1**  
**BUDGET SUMMARY**  
**FISCAL YEAR 2018 - 2019**

	<u>ACTUAL</u> <u>FY 2016-17</u>	<u>ORIGINAL</u> <u>BUDGET</u> <u>FY 2017-18</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2017-18</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>FY 2018-19</u>
Fund Balance, Beginning	\$ 4,094,973	\$ 3,400,926	\$ 4,710,796	\$ 5,070,629
Receipts:				
Property Taxes-Current	5,853,834	6,528,067	6,519,714	7,076,619
Intergovernmental-FISD	18,949,784	21,341,194	21,309,081	23,134,491
Intergovernmental-County	2,169,066	2,136,931	2,056,409	2,436,994
Intergovernmental-CCCCD	1,056,540	1,187,243	1,144,473	1,264,633
Interest Income	41,687	26,600	61,060	66,600
Interfund Transfer-Other Funds	5,037,833	5,066,452	5,164,283	5,182,869
Lease Income	4,319,583	4,862,937	4,962,937	4,967,061
<b>Total Revenue</b>	<b>37,428,327</b>	<b>41,149,424</b>	<b>41,217,957</b>	<b>44,129,266</b>
<b>Funds Available</b>	<b>41,523,300</b>	<b>44,550,350</b>	<b>45,928,753</b>	<b>49,199,895</b>
Deductions:				
Operating Expenditures	283,413	268,476	286,476	268,476
Reimbursement to Govt Entities	13,955,672	16,756,063	16,896,754	18,651,510
Interfund Transfer-2001A&B Series	977,038	975,283	975,283	974,319
Interfund Transfer-1997 CO Series	756,588	467,600	467,600	-
Interfund Transfer-2003A&B Series	1,103,997	1,100,214	1,100,214	1,102,667
Interfund Transfer-2008A&B Series	2,509,020	2,507,524	2,507,524	1,540,130
Interfund Transfer-2009 CO Series	255,120	253,833	253,833	256,833
Interfund Transfer-2011 CO Series	5,314,939	5,325,937	5,325,937	5,489,712
Interfund Transfer-2014 CO Series	5,863,918	5,896,567	5,896,568	5,921,935
Interfund Transfer-2015 GO Refunding	425,517	422,757	422,757	423,872
Interfund Transfer-2016 GO Refunding	3,681,868	3,679,750	3,937,450	4,925,550
Interfund Transfer-CDC	427,895	424,958	424,958	425,915
Interfund Transfer-CDC	1,257,520	2,362,770	2,362,770	2,364,340
<b>Total Deductions</b>	<b>36,812,504</b>	<b>40,441,732</b>	<b>40,858,124</b>	<b>42,345,258</b>
<b>Fund Balance, Ending</b>	<b>4,710,796</b>	<b>4,108,618</b>	<b>5,070,629</b>	<b>6,854,636</b>
Unearned Revenue	2,241,934	1,817,343	1,817,343	1,817,343
<b>Restricted TIRZ #1 Balance</b>	<b>\$ 6,952,730</b>	<b>\$ 5,925,961</b>	<b>\$ 6,887,972</b>	<b>\$ 8,671,979</b>

The Tax Increment Reinvestment Zone #1 (TIRZ) was created in 1997 to encourage development along the State Highway 121 corridor. Since creation, the captured taxable value has increased to \$1.6 billion for FY19. Collin County, the Collin County Community College District and Frisco Independent School District (FISD) all participate with the City in the TIRZ. Taxes generated from the captured value are restricted to funding improvements in the TIRZ #1.

The County is currently at an 80% participation rate. Lease payments represent funding for the Baseball Complex and Convention Center.

## FRISCO TAX INCREMENT REINVESTMENT ZONE #1

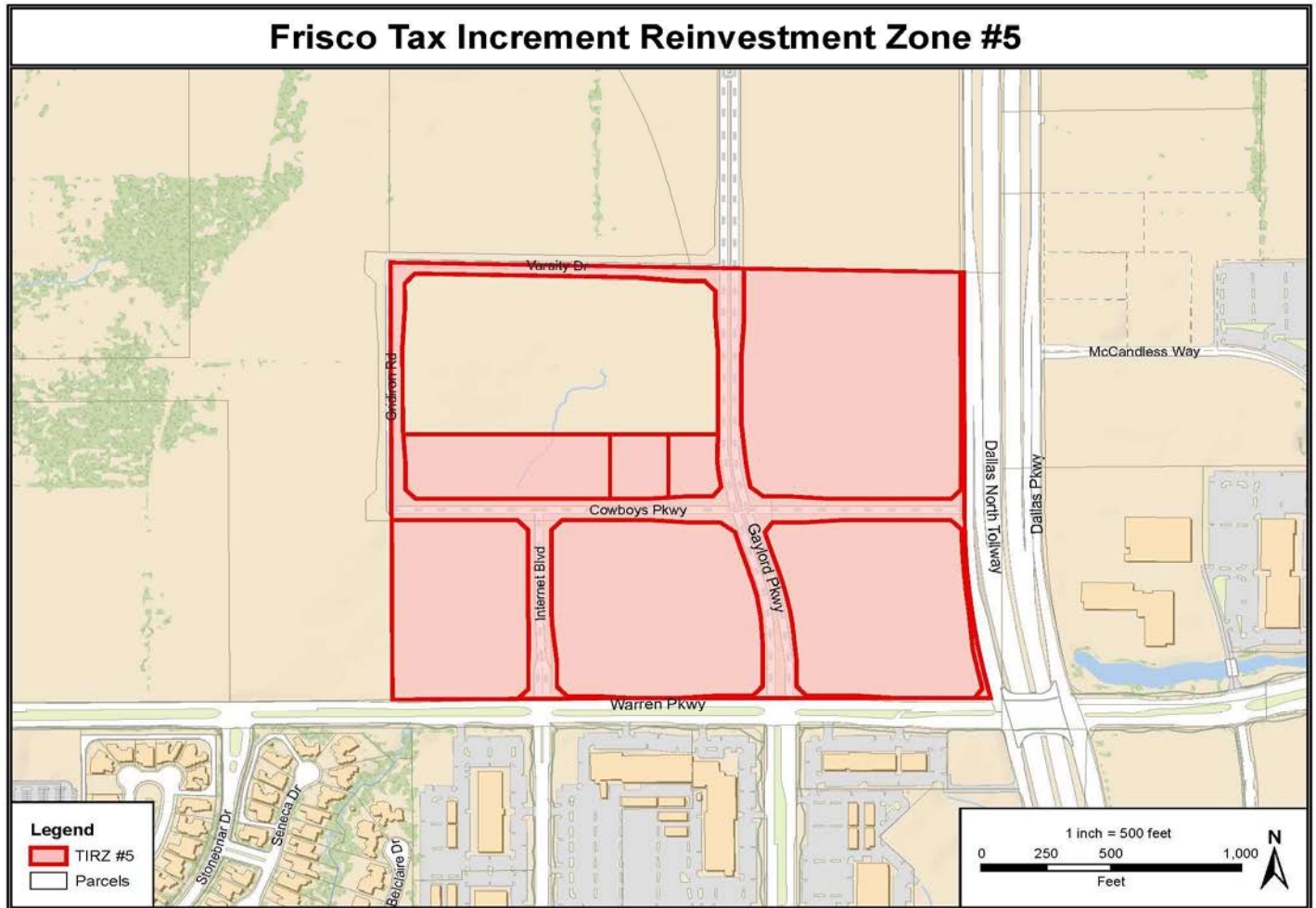


**CITY OF FRISCO**  
**TAX INCREMENT REINVESTMENT ZONE #5**  
**BUDGET SUMMARY**  
**FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 106,994	\$ 225,426	\$ 377,624	\$ 447,014
Receipts:				
Property Taxes-Current	110,736	402,782	402,640	864,501
Sales Tax	143,229	-	280,000	340,000
Interest Income	1,246	-	-	-
Interfund Transfer-Other Funds	15,419	-	-	-
<b>Total Revenue</b>	<b>270,630</b>	<b>402,782</b>	<b>682,640</b>	<b>1,204,501</b>
<b>Funds Available</b>	<b>377,624</b>	<b>628,208</b>	<b>1,060,264</b>	<b>1,651,515</b>
Deductions:				
Interfund Transfer-2016 CO Series	-	613,250	613,250	1,274,077
<b>Total Deductions</b>	<b>-</b>	<b>613,250</b>	<b>613,250</b>	<b>1,274,077</b>
<b>Fund Balance, Ending</b>	<b>377,624</b>	<b>14,958</b>	<b>447,014</b>	<b>377,438</b>
<b>Restricted TIRZ #5 Balance</b>	<b>\$ 377,624</b>	<b>\$ 14,958</b>	<b>\$ 447,014</b>	<b>\$ 377,438</b>

The Tax Increment Reinvestment Zone #5 (TIRZ) was created in 2014 for the development of three parking facilities and various roadways and infrastructure along the Dallas North Tollway. Since creation, the captured value has increased to \$387 million in taxable value for FY19. 50% of the taxes generated from the captured value are restricted to funding improvements in the TIRZ #5 as well as 50% of the City sales taxes collected from sales within the TIRZ #5 boundaries. There are no other entities participating in the TIRZ #5.

## FRISCO TAX INCREMENT REINVESTMENT ZONE #5



**CITY OF FRISCO  
COURT TECHNOLOGY FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 360,454	\$ 287,036	\$ 350,393	\$ 309,501
Receipts:				
Fines and Fees	187,029	184,288	200,000	190,000
Interest Income	2,371	700	4,000	700
<b>Total Revenue</b>	<b>189,399</b>	<b>184,988</b>	<b>204,000</b>	<b>190,700</b>
<b>Funds Available</b>	<b>549,853</b>	<b>472,024</b>	<b>554,393</b>	<b>500,201</b>
Deductions:				
Operating Expenditures	108,191	131,824	135,517	113,488
Capital Outlay	7,269	25,375	25,375	25,000
Interfund Transfers - General Fund	84,000	84,000	84,000	84,000
<b>Total Deductions</b>	<b>199,460</b>	<b>241,199</b>	<b>244,892</b>	<b>222,488</b>
<b>Fund Balance, Ending</b>	<b>\$ 350,393</b>	<b>\$ 230,825</b>	<b>\$ 309,501</b>	<b>\$ 277,713</b>

The Court Technology Fund was established in FY09 as a special revenue fund to account for the restricted fees. Revenues for technology fees, building security fees and improvement fees are recorded in this fund.

The operational expenditures are for software support and maintenance agreements on security equipment. FY19 interfund transfers include \$84,000 to the General Fund for Court security and to fund the Juvenile Case Manager. In addition, the FY19 Budget provides new audio visual system equipment.

**CITY OF FRISCO  
TRAFFIC CONTROL ENFORCEMENT FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ 216,235	\$ 123,316	\$ 269,388	\$ 124,793
Receipts:				
Red Light Citation Fines	513,462	408,733	278,000	216,000
Interest Income	3,279	1,200	5,200	2,600
<b>Total Revenue</b>	<b>516,741</b>	<b>409,933</b>	<b>283,200</b>	<b>218,600</b>
<b>Funds Available</b>	<b>732,976</b>	<b>533,249</b>	<b>552,588</b>	<b>343,393</b>
Deductions:				
Operating Expenditures	391,507	311,474	327,795	117,500
Capital Outlay	72,081	200,000	100,000	100,000
<b>Total Deductions</b>	<b>463,588</b>	<b>511,474</b>	<b>427,795</b>	<b>217,500</b>
<b>Fund Balance, Ending</b>	<b>\$ 269,388</b>	<b>\$ 21,775</b>	<b>\$ 124,793</b>	<b>\$ 125,893</b>

In FY06, the City approved the implementation of an Automated Red Light Enforcement System to further the City's Traffic Safety Program. The System promotes public safety by discouraging the entry (of moving automobiles) into a traffic intersection when the traffic light is red. This is done through the imposition of a civil penalty for such action. The current penalty minimum is \$75 per occurrence and may increase with repeated violations. The proceeds from the imposition of this penalty will be placed in this fund and must be used to pay for "expenses of the automated red light enforcement program" and "expenses and items that are related to or can be used in the furtherance of traffic safety, including but not limited to, traffic control devices, traffic enforcement equipment, traffic education or awareness programs, any training for officers related to traffic safety."

Current locations with red light enforcement include: Southbound Preston at Gaylord only. The number of cameras has been reduced this year due to construction projects that are taking place. Additional locations are evaluated as the Traffic, Engineering, and Police Departments work with the Photographic Enforcement Citizen Advisory Committee, appointed by City Council, to identify the best uses for revenue and potential locations to install cameras. The Committee reviews crash data and several other factors to determine where photo enforcement may be most helpful in reducing crashes and making intersections safer. At each of the current locations, Frisco has experienced reductions in crashes when compared with the same locations prior to the cameras being installed. Currently 2 new locations have been approved by the Citizen Committee as new potential locations for cameras. These new locations will be evaluated by Traffic Engineering and are expected to come online in the 2nd half of FY19.

For FY18, October 2017 through June 2018, 10,378 red light camera citations have been issued. It is estimated that approximately 4,100 notices will be issued for FY19.

**CITY OF FRISCO  
HOTEL/MOTEL FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 1,460,618	\$ 707,360	\$ 1,284,992	\$ 1,142,029
Receipts:				
Hotel/Motel Tax	4,829,350	6,002,662	6,096,780	6,573,190
Interest Income	7,608	1,000	1,000	1,000
Merchandise	1,026	4,125	4,125	4,125
Sponsorships & Event Sales	19,322	35,500	35,500	35,500
Special Events	442,613	255,000	360,000	360,000
Intergovernmental	599,130	-	255,000	255,000
Rents and Royalties	4,384	-	10,000	10,000
Miscellaneous	6,764	-	13,200	13,200
<b>Total Revenue</b>	<b><u>5,910,197</u></b>	<b><u>6,298,287</u></b>	<b><u>6,775,605</u></b>	<b><u>7,252,015</u></b>
<b>Funds Available</b>	<b><u>7,370,815</u></b>	<b><u>7,005,647</u></b>	<b><u>8,060,597</u></b>	<b><u>8,394,044</u></b>
Deductions:				
Expenditures	2,817,872	3,130,839	3,203,064	3,658,298
Capital Outlay	6,461	-	-	-
Arts Programs	125,000	175,000	175,000	175,000
Special Events	1,127,371	661,639	1,030,187	820,000
Interfund Transfers-Other Funds	50,000	-	-	-
Appropriation for Sports Complex	258,170	257,700	257,700	260,300
Appropriation for Conference Center	1,178,163	1,188,537	1,188,537	1,186,900
Appropriation for Convention Center	522,786	519,080	1,064,080	1,060,699
<b>Total Deductions</b>	<b><u>6,085,823</u></b>	<b><u>5,932,795</u></b>	<b><u>6,918,568</u></b>	<b><u>7,161,197</u></b>
<b>Board Designated Reserves</b>	<b>-</b>	<b>426,460</b>	<b>844,516</b>	<b>958,324</b>
<b>Fund Balance, Ending</b>	<b><u>\$ 1,284,992</u></b>	<b><u>\$ 646,392</u></b>	<b><u>\$ 297,513</u></b>	<b><u>\$ 274,523</u></b>

The Hotel/Motel Fund was established in FY 2000 to account for the hotel-motel occupancy tax.

The occupancy tax is a 13% surcharge on each occupied hotel room, of which 7% goes to the hotel fund for the City and 6% goes to the State of Texas. By law occupancy tax must directly enhance and promote tourism and the convention and hotel industry and has 9 legal uses. They are 1) convention centers and visitor centers; 2) registration of convention delegates; 3) advertising and promotion; 4) promotion of the arts; 5) historical restoration and preservation; 6) certain costs of sporting events; 7) certain sporting facilities; 8) transportation of tourists; and 9) tourism related signage.

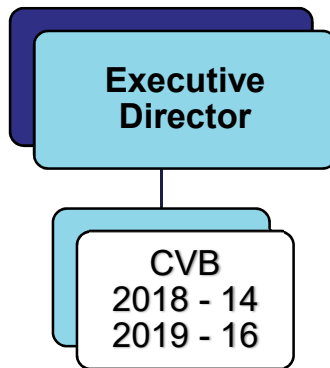
The CVB Board of Directors approved a policy to establish a reserve for future capital needs. The current City Policy is to maintain 25% of annual expenditures in fund balance. This Fund achieved the City Policy of 25% in FY14. The debt service commitment for the conference center represents approximately 16.6% of the total expenses annually. As the number of hotels increase, this percentage will decline and the fund balance reserves will increase. The FY19 projected ending fund balance plus the designated reserves is approximately 17.3% of the total expenses.

## HOTEL/MOTEL (CVB) FUND

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### DEPARTMENT MISSION

Visit Frisco (CVB) is the official destination marketing organization for the City, and is responsible for collaborative marketing efforts and promoting the City as the premier location for meetings, conventions, sports and tourism. Increasing economic prosperity for the City of Frisco, its residents and our marketing partners is what drives us.



### Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration (CVB)	\$ 2,824,333	\$ 3,203,064	\$ 3,658,298	14.21%
<b>Totals</b>	<u>\$ 2,824,333</u>	<u>\$ 3,203,064</u>	<u>\$ 3,658,298</u>	<u>14.21%</u>



## HOTEL/MOTEL (CVB)

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Long-Term Financial Health, Sustainable City, Civic Involvement, and Leisure & Culture

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>22510250 - Administration</b>						
✓	Generate leads and bookings for meetings, conventions, and tournaments	Solicit business through personal sales calls, phone solicitation, key trade show marketing, and targeted sales missions	Room nights contracted with Frisco hotels	57,277	58,700	67,250
📁	Track projected economic impact of all events booked by the CVB	Continue to focus on booking large Citywide conventions and sporting tournaments to maximize economic impact	Economic impact generated by groups booked through CVB (million dollars)	\$39.2M	\$43M	\$46M
📁	Increase awareness of the City as a destination by generating in-kind media stories	Pitch story ideas to publications and travel writers to garner media and print exposure for the destination	Media value generated through public relations campaign	\$2.2M	\$2M	\$2.4M

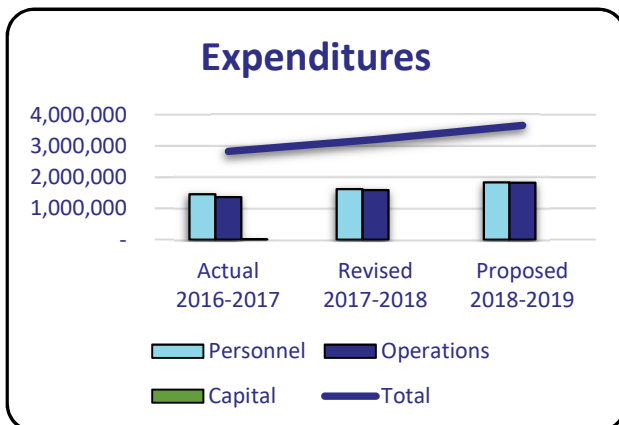
**Core Services**

Visit Frisco will continue to emulate and exceed the industry's highest professional standards and best practices in a spirit of leadership, candor, collaboration and effective communications.

**Key Points Affecting Service, Performance, and Proposed Budget**

- The FY19 funding supports the continuation of the destination advertising, a dedicated direct sales force, including our sports initiative; development of an International marketing plan; a new website; and updates to the 2012-2013 Tourism Economic Impact Study.
- The City currently has the following twenty-one hotels, including four of which are under construction.

Hampton Inn & Suites	103 rooms
Westin Hotel & Golf Club	301 rooms
Comfort Inn & Suites	61 rooms
Hampton Inn	105 rooms
Embassy Suites	330 rooms
Holiday Inn Express	121 rooms
Sheraton	168 rooms
Homewood Suites	117 rooms
Hilton Garden Inn	102 rooms
Comfort Suites	109 rooms
Aloft Frisco	136 rooms
Wingate	100 rooms
Home2Suites	122 rooms
Hyatt House	132 rooms
Hotel Indigo	110 rooms
Omni	300 rooms
Candlewood Suites	85 rooms
Holiday Inn Express	93 rooms
Drury Inn	185 rooms
AC Marriott	150 rooms
Residence Inn	175 rooms
<b>Total Rooms</b>	<b><u>3,105</u></b>

**Expenditures - 22510250**

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	1,452,088	1,616,730	1,833,097
<b>Operations</b>	1,365,784	1,586,334	1,825,201
<b>Capital</b>	<u>6,461</u>	<u>-</u>	<u>-</u>
<b>Total</b>	<b>2,824,333</b>	<b>3,203,064</b>	<b>3,658,298</b>

**Hotel/Motel (CVB)****Administration****Major Budget Items**

- ➔ Funding for this activity will continue to support marketing efforts to promote the City as a premier meeting location.
- ➔ Personnel appropriations include the addition of a CVB Sales & Services Coordinator and a CVB Marketing Support Coordinator.

**Personnel**

	Level	FY 2017	FY 2018	FY 2019
Executive Director	207	1	1	1
Director of Sales & Services	202	1	1	1
Director of Sports & Events	156	1	1	1
Director of Marketing & Communications	156	1	1	1
Senior Sales Manager	153	1	2	2
National Sales & Community Relations Manager	-	1	-	-
Communications Manager	146	1	1	1
Digital Marketing Manager	142	1	1	1
Sports Sales Manager	142	1	1	1
Sales Manager	142	1	1	1
Sports & Events Manager	142	1	1	1
Tourism & Convention Services Manager	142	1	1	1
CRM Coordinator	131	-	1	1
Senior Administrative Assistant	131	-	1	1
CVB Sales & Services Support Coordinator	126	-	-	1
CVB Marketing Support Coordinator	126	-	-	1
Administrative Assistant	-	<u>2</u>	<u>-</u>	<u>-</u>
Total		14	14	16

**CITY OF FRISCO**  
**FRISCO SQUARE MANAGEMENT DISTRICT FUND**  
**BUDGET SUMMARY**  
**FISCAL YEAR 2018 - 2019**

	ACTUAL FY 2016-17	ORIGINAL BUDGET FY 2017-18	REVISED BUDGET FY 2017-18	PROPOSED BUDGET FY 2018-19
Fund Balance, Beginning	\$ -	\$ -	\$ -	\$ -
Receipts:				
Contributions	29,528	-	-	-
<b>Total Revenue</b>	<u>29,528</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Funds Available</b>	<u>29,528</u>	<u>-</u>	<u>-</u>	<u>-</u>
Deductions:				
Interfund Transfers - Other Funds	29,528	-	-	-
<b>Total Deductions</b>	<u>29,528</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund Balance, Ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The Frisco Square Municipal Management District Fund (FSMD) was established in FY 2003 to account for the transactions of the Management District, located at the South East corner of the Dallas North Tollway and Main Street. This entity, created in 1999, has the power to tax or assess property owners within the district. It is governed by a five person board, which consists of two persons appointed by the council to represent the developer and three Frisco City Council members. The Frisco Square Management District does not currently assess property owners, however the District has the ability to levy a tax.

There is an agreement with the Developer that once the total assessed value in the District reached \$225 million, the Developer was not required to make debt service payments. The total value in the District is estimated to be over \$225 million for FY19.

The governing body, the FSMD Board, determines the amount of tax levy needed to support debt payments, maintenance and operations of the District. No tax levy will be assessed for fiscal year 2018-2019. Current debt obligations will be paid off in FY25. The FY19 Annual Budget, Debt Service Section provides the detailed FSMD debt schedule.

**CITY OF FRISCO  
PANTHER CREEK PID FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

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	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 20,707	\$ 20,707	\$ 38,078	\$ 38,078
Receipts:				
Revenue - Assessments	214,756	215,000	215,000	215,000
Interest Income	82,615	65,000	65,000	65,000
<b>Total Revenue</b>	<u>297,371</u>	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>
<b>Funds Available</b>	<u>318,078</u>	<u>300,707</u>	<u>318,078</u>	<u>318,078</u>
Deductions:				
Interfund Transfers - Other Funds	280,000	280,000	280,000	280,000
<b>Total Deductions</b>	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>
<b>Fund Balance, Ending</b>	<u><u>\$ 38,078</u></u>	<u><u>\$ 20,707</u></u>	<u><u>\$ 38,078</u></u>	<u><u>\$ 38,078</u></u>

The Panther Creek Estates Public Improvement District (PID #1) was established in FY 2003. In June 2003, \$2,667,670 in Certificates of Obligation bonds were sold to fund park infrastructure within the PID. Panther Creek (Dominion) PID #2 was created in June 2004. In July 2004, \$2,686,000 in Certificates of Obligation bonds were sold to fund park infrastructure within PID #2 boundaries.

The City has passed ordinances levying assessments on the property owners to fund the debt service. The revenue will be transferred for the debt payment for the certificates. Property owners are billed annually if they chose not to pay the entire assessment when the home was purchased. The estimated total number of lots in the two PID Districts is 1,959. The Panther Creek Home Owners Associations, through contracts with the City, are responsible for maintenance and operation of the improvements.

The debt service on these improvements will be paid off in FY 2024. The debt schedules can be found in the Debt Service section of this budget document.

**CITY OF FRISCO  
SUPERDROME FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 1,344,151	\$ 1,266,847	\$ 1,266,792	\$ 1,228,791
Receipts:				
Interest Income	6,860	10,000	10,000	10,000
<b>Total Revenue</b>	<u>6,860</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<b>Funds Available</b>	<u>1,351,011</u>	<u>1,276,847</u>	<u>1,276,792</u>	<u>1,238,791</u>
Deductions:				
Operating Expenditures	84,219	80,004	48,001	-
<b>Total Deductions</b>	<u>84,219</u>	<u>80,004</u>	<u>48,001</u>	<u>-</u>
<b>Fund Balance, Ending</b>	<u><b>\$ 1,266,792</b></u>	<u><b>\$ 1,196,843</b></u>	<u><b>\$ 1,228,791</b></u>	<u><b>\$ 1,238,791</b></u>

The Superdrome is a partnership between the Collin County Community College District and the City of Frisco. The facility was built by the City on land owned by the College at their Preston Ridge Campus. Initially there was a private partner involved. The fund balance is a result of the buyout by the private partner to be released from the partnership.

The lease contract terminated in FY 2018. The College & City are demolishing the Superdrome and have entered into an interlocal agreement to divide the proceeds in this Fund in FY19. The remaining balance will be appropriated per the City Council wishes.

**CITY OF FRISCO  
GRANTS AND CONTRACTS  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ -	\$ -	\$ -	\$ -
Receipts:				
Grant Income	599,290	2,542,417	3,765,416	10,246,617
Interfund Transfers - General Fund	158,407	115,000	250,000	150,000
<b>Total Revenue</b>	<u>757,697</u>	<u>2,657,417</u>	<u>4,015,416</u>	<u>10,396,617</u>
<b>Funds Available</b>	<u>757,697</u>	<u>2,657,417</u>	<u>4,015,416</u>	<u>10,396,617</u>
Deductions:				
Operating Expenditures	589,989	1,083,315	1,780,156	5,119,167
Capital Outlay	167,708	1,574,102	350,000	1,574,102
Interfund Transfers - Other Funds	-	-	1,885,260	3,703,348
<b>Total Deductions</b>	<u>757,697</u>	<u>2,657,417</u>	<u>4,015,416</u>	<u>10,396,617</u>
<b>Fund Balance, Ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The Grant Fund was established to account for governmental operating and capital grants awarded to the City of Frisco. Fiscal Year 2018-2019 grants include awards from Homeland Security, STEP Comprehensive, Texas Department of Transportation, and other federal, state, and corporate grants. Operating expenditures include funding 15.5 FTE in various City Departments, plus recruiting for 9 Fire SAFER grant employees.

Staff continue to explore new opportunities to apply for additional grants while working to ensure compliance with Federal Regulations and audit requirements of active grants. Currently staff is managing eighteen active grants, as listed on the following schedule.

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## GRANTS AND CONTRACTS

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### Schedule of Grants

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	<u>Federal CFDA number</u>	<u>Projected Budget 2019</u>
U.S. Department of Housing and Urban Development:		
2017 Community Development Block Grant	14.218	\$ 95,505
2018 Community Development Block Grant	14.218	218,248
2019 Community Development Block Grant	14.218	521,399
	TOTAL	<u>\$ 835,152</u>
U.S. Department of Justice:		
Passed through the Office of the Governor Criminal Justice Division		
2017 Victim Assistance Outreach Program	16.575	\$ 15,792
2018 Special Victims Investigator	16.588	23,957
2017 High Risk Lethality Detective	16.588	326
2018 High Risk Lethality Detective	16.588	24,577
Raman Spectroscopy Drug Detection System	16.738	124
U S Department of Homeland Security:		
Passed Through the Office of the Governor Criminal Justice Division		
2016 UASI Tactical Robot Grant	97.067	376
U.S. Department of Transportation:		
Passed Through Texas Department of Transportation:		
2018 STEP Comprehensive Grant	20.600.	34,167
Federal Highway Administration		
Passed Through Texas Department of Transportation:		
Three Cities Trail Grant	20.205	482,624
Frisco/NTTA Fiber Optic Connection	20.205	276,631
Ohio Drive At Warren Parkway Roundabout Project	20.205	1,900,000
Traffic Signal Adaptive Control and Performance Measures	20.205	320,000
Traffic Equipment Grant	20.205	1,400,000
Preston Road Intersection Improvements	20.205	3,220,724
Library		
2018 TSLAC Competitive Grant	45.31	12,925
Federal Emergency Management Association		
Passed Through :		
SAFER	97.083	2,684,394
	TOTAL	<u>\$ 10,396,617</u>



**CITY OF FRISCO  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ -	\$ -	\$ -	\$ -
Receipts:				
Federal Grant Receipts	222,205	838,490	622,242	835,152
Program Income	13,647	10,000	19,000	16,000
<b>Total Revenue</b>	<b>235,852</b>	<b>848,490</b>	<b>641,242</b>	<b>851,152</b>
<b>Funds Available</b>	<b>235,852</b>	<b>848,490</b>	<b>641,242</b>	<b>851,152</b>
Deductions:				
Operating Expenditures	42,149	82,000	93,650	107,180
Grant Expense - Direct Programs	128,703	701,490	478,339	665,762
Interlocal Agreements - Programs	65,000	65,000	69,253	78,210
<b>Total Deductions</b>	<b>235,852</b>	<b>848,490</b>	<b>641,242</b>	<b>851,152</b>
<b>Fund Balance, Ending</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

In 2014, the City of Frisco delivered the 2015-2019 Community Development Block Grant (CDBG) Consolidation Plan (the "Plan") required for funding from the Department of Housing and Urban Development. The Plan outlines the goals and objectives identified as the appropriate investments of CDBG resources to address community needs. The following needs were identified in the Plan: (1) support for social service organizations, (2) support for the development of affordable housing opportunities, especially for low-income residents and (3) community development efforts in lower-income neighborhoods.

This is the fourth year of the 2015 - 2019 five-year Consolidated Plan of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development. The City of Frisco will receive \$521,399 in grant funds plus estimated program income from housing rehabilitation loans of \$16,000 in FY19. Unexpended program funds from the previous years will be used to meet this year's goals which include: maintaining the affordable housing stock through housing rehabilitation; supporting social services for households at-risk for homelessness, supporting services for special needs citizens, and implementing public improvement and infrastructure projects in low-income areas around the city. In addition, the Community Development Block Grant provides partial funding for 2 City employees. The Social Services and Housing Board recommends the above expenditures for FY 2019, the 14th year of the program.

The City of Frisco will utilize Community Development Block Grant (CDBG) funds to serve an estimated (2) homeowners through our owner-occupied rehabilitation project during FY 2019. In addition, an estimated 30 seniors will receive nutritious meals through the Meals on Wheels Program, 1,215 residents will receive case management services from Frisco Family Services, and an estimated 26 persons experiencing homelessness will receive shelter and comprehensive services from the Samaritan Inn.

# COMMUNITY BLOCK DEVELOPMENT GRANT

## DEPARTMENT MISSION

The Community Development Block Grant is a federal entitlement program designed to provide resources to local communities for the provision of decent housing, a suitable living environment and expanded economic opportunities to the residents it serves.

### City Council Strategic Focus Areas served by this Department -



### Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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### Strategic Focus Area: Long-Term Financial Health

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>21010285 - Community Block Development Grant</b>						
📁	Provide for stewardship of financial resources balancing short and long-term community needs	Meet federal spending guidelines, less than 1.5 times annual award	Maximum fund balance for annual grant by August 1st	1.62	1.49	1.45

### Strategic Focus Area: Sustainable City

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>21010285 - Community Block Development Grant</b>						
📁	Promote the continued development of a diverse, unique and enduring city	Support and promote the availability of existing social services	CDBG funding provided to social service agencies	\$65,000	\$69,253	\$78,209
		Develop criteria and program elements for reviewing and sustaining maturing communities and infrastructure	Affordable housing stock preserved through owner-occupied housing rehabilitation (units)	7	10	2

# COMMUNITY DEVELOPMENT BLOCK GRANT

## Core Services

The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low to moderate income persons.

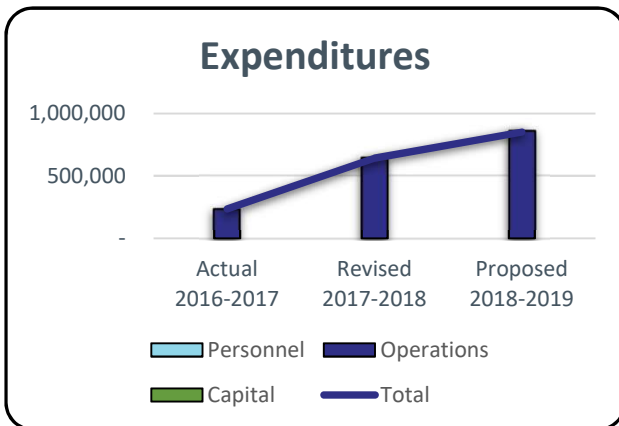
A grantee must develop and follow a detailed plan that provides for and encourages resident participation. This integral process emphasizes participation by persons of low to moderate income, particularly residents of predominantly low and moderate income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must provide residents with the following: reasonable and timely access to local meetings; an opportunity to review proposed activities and program performance; provide for timely written answers to written complaints and grievances; and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

The Social Services and Housing Board presides over the Citizen Participation Process and determines the best use of the funds allocated by the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG). CDBG funding is used to provide funds to four programs including one City program that pay salaries and benefits for the Housing and Grants Manager (25%), Community Development Supervisor (100%), and Rehabilitation Specialist (100%).

## Key Points Affecting Service, Performance, and Proposed Budget

➤ The Social Services and Housing Board recommendations for Fiscal Year 2019 included funding for the following projects:

- Collin County Committee on Aging - Meals on Wheels
- Frisco Family Services Center
- Samaritan Inn
- City of Frisco - Housing Rehabilitation Program
- City of Frisco - Public Improvements/Infrastructure



## Expenditures - 21010285

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	-	-	-
Operations	235,852	641,242	851,152
Capital	-	-	-
<b>Total</b>	<b>235,852</b>	<b>641,242</b>	<b>851,152</b>

\* Personnel are included in the General Fund, with the grant paying a percentage based on workload.

**CITY OF FRISCO  
PUBLIC TELEVISION FRANCHISE FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

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	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 911,092	\$ 391,342	\$ 952,244	\$ 509,645
Receipts:				
Franchise Tax Revenue-Cable	353,536	383,000	322,000	328,000
Interest Income	7,551	1,000	8,500	1,000
<b>Total Revenue</b>	<u><b>361,087</b></u>	<u><b>384,000</b></u>	<u><b>330,500</b></u>	<u><b>329,000</b></u>
<b>Funds Available</b>	<u><b>1,272,179</b></u>	<u><b>775,342</b></u>	<u><b>1,282,744</b></u>	<u><b>838,645</b></u>
Deductions:				
Capital Project Expenditures	319,935	346,200	773,099	326,598
<b>Total Deductions</b>	<u><b>319,935</b></u>	<u><b>346,200</b></u>	<u><b>773,099</b></u>	<u><b>326,598</b></u>
<b>Fund Balance, Ending</b>	<u><b>\$ 952,244</b></u>	<u><b>\$ 429,142</b></u>	<u><b>\$ 509,645</b></u>	<u><b>\$ 512,047</b></u>

The Public Television Franchise Fund was established in FY11 to account for the PEG (Public Educational and Governmental) cable franchise fee. As required by Texas SB-5, cable operating systems pay a PEG fee of 1% per subscriber. The fee is used for capital to support public, educational, and governmental channels.

The FY19 expenditures include fiber to the Adult Activity Center and new Fire Station, video production equipment, an editing machine and computer replacement hardware.

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# DEBT SERVICE FUND

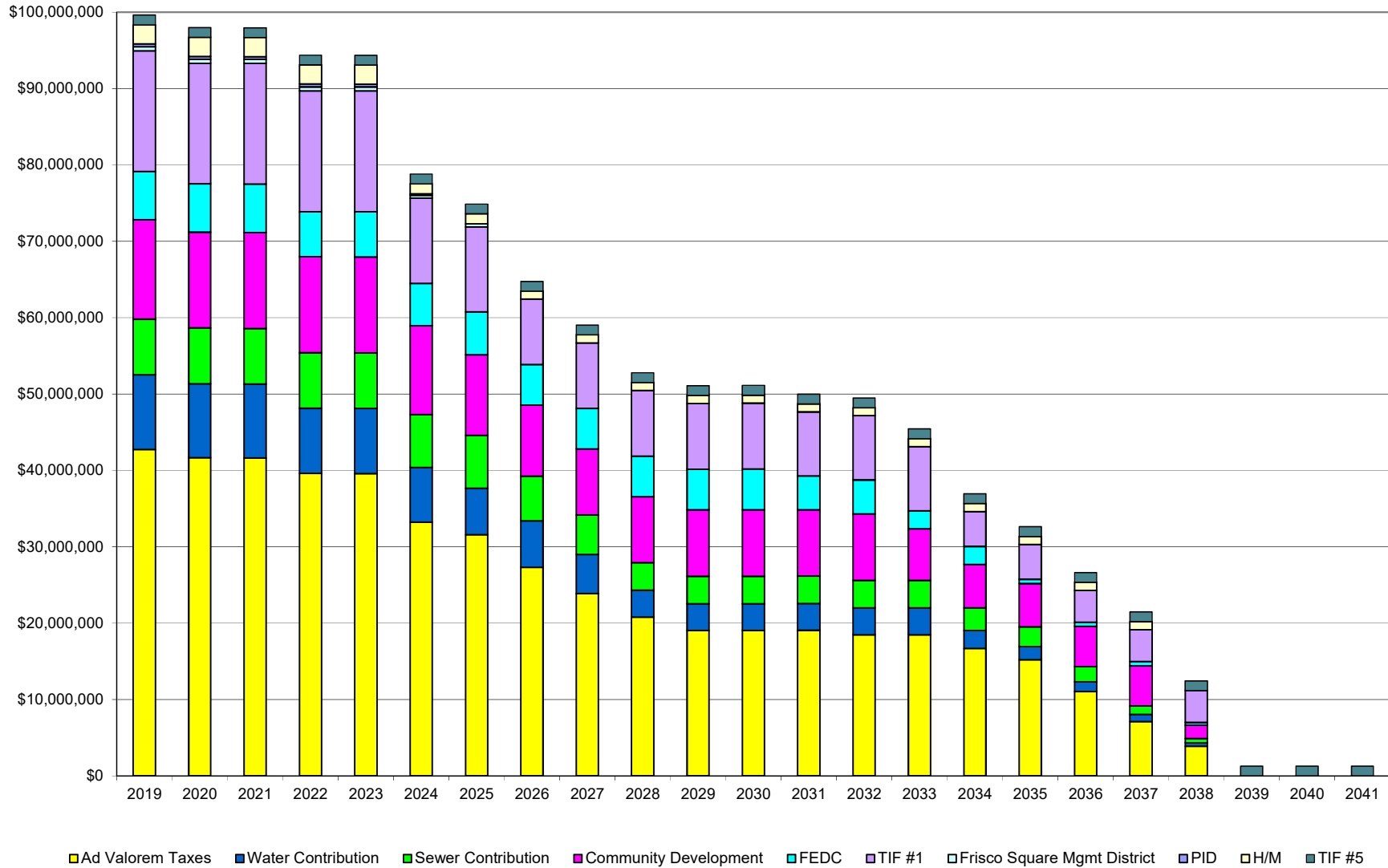


**CITY OF FRISCO  
DEBT SERVICE FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 5,175,796	\$ 5,810,940	\$ 5,847,513	\$ 5,725,645
Receipts:				
Property Taxes-Current	36,643,823	39,139,734	39,139,734	42,229,875
Interest Income	77,294	30,000	61,060	30,000
Interfund Transfers - TIRZ	20,888,004	21,242,715	21,500,416	21,909,094
Contributions	2,448,817	2,086,017	1,979,467	1,982,417
Interfund Transfers - Other	1,332,314	799,080	1,767,160	1,340,699
<b>Total Revenue</b>	<b><u>61,390,252</u></b>	<b><u>63,297,546</u></b>	<b><u>64,447,837</u></b>	<b><u>67,492,085</u></b>
<b>Funds Available</b>	<b><u>66,566,048</u></b>	<b><u>69,108,486</u></b>	<b><u>70,295,350</u></b>	<b><u>73,217,730</u></b>
Deductions:				
Principal	35,675,000	39,365,000	39,365,000	42,870,000
Interest	25,039,875	23,940,435	25,196,205	25,688,064
Fiscal Charges	8,838	8,500	8,500	8,500
Issuance Costs	(5,178)	-	-	-
<b>Total Deductions</b>	<b><u>60,718,535</u></b>	<b><u>63,313,935</u></b>	<b><u>64,569,705</u></b>	<b><u>68,566,564</u></b>
<b>Fund Balance, Ending</b>	<b><u>\$ 5,847,513</u></b>	<b><u>\$ 5,794,551</u></b>	<b><u>\$ 5,725,645</u></b>	<b><u>\$ 4,651,165</u></b>

The Debt Service Fund is utilized to record the appropriate portion of the tax rate as levied for the interest and sinking reserve for related City debt. The tax rate ratio of Maintenance and Operations to Interest and Sinking is .6569/.3431 for FY 2019. The tax rate of \$0.44660 is allocated \$0.293367 for Maintenance and Operations and \$0.153233 for the Debt Service Fund.

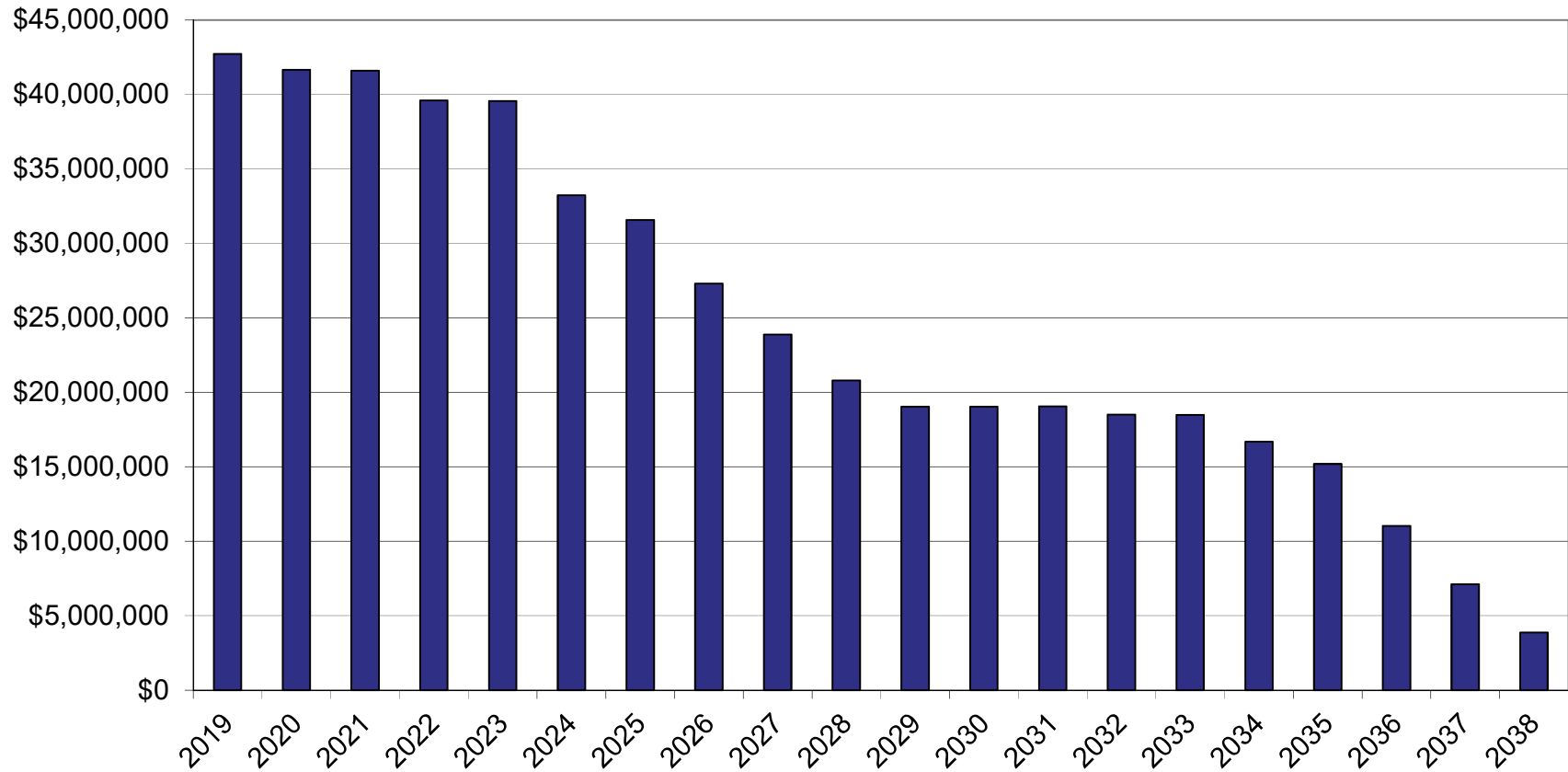
**GENERAL OBLIGATION AND CERTIFICATES OF OBLIGATION  
COMPOSITION OF DEBT SERVICE  
BY FUNDING SOURCE  
2018-2019**



This graph depicts the total debt obligations of the City, by funding source, as they are listed on their respective schedules and shows the level of debt requirements through the year 2041.



**GENERAL OBLIGATION AND CERTIFICATES OF OBLIGATION  
DEBT SERVICE  
SUPPORTED BY AD VALOREM TAXES  
2018-2019**



This graph depicts the debt obligations of the General Fund supported by Ad Valorem Taxes, through the year 2038.

**LONG-TERM DEBT - AD VALOREM TAXES**

**Long Term Debt Serviced by Ad Valorem Taxes**

Fiscal Year	2009 General		2011 General		2011 General		2012 General		2013 General		2013 General		2013 General		2014 General	
	Obligation Refunding		Obligation Bonds		Obligation Refunding		Obligation Refunding		Obligation Bonds		Obligation Refunding		Obligation Bonds		Obligation Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	1,760,000	184,800	340,000	225,729	5,340,000	1,171,737	1,235,000	308,413	200,000	163,212	2,485,000	1,965,875	825,000	605,700	735,000	754,025
2020	1,835,000	112,900	355,000	208,354	5,550,000	906,575	1,275,000	270,763	210,000	152,963	5,100,000	1,776,250	850,000	576,325	770,000	716,400
2021	1,905,000	38,100	370,000	192,079	5,775,000	633,425	1,310,000	233,263	220,000	142,212	5,350,000	1,515,000	880,000	541,725	810,000	676,900
2022	-	-	385,000	178,663	5,960,000	401,625	1,365,000	180,763	230,000	130,963	5,620,000	1,240,750	905,000	506,025	850,000	635,400
2023	-	-	400,000	162,647	6,170,000	154,250	1,430,000	110,888	245,000	119,087	5,910,000	952,500	930,000	473,975	895,000	591,775
2024	-	-	420,000	145,297	-	-	1,505,000	37,569	255,000	106,588	6,220,000	649,250	960,000	445,025	940,000	545,900
2025	-	-	435,000	129,791	-	-	-	-	270,000	93,463	6,535,000	330,375	1,000,000	413,150	990,000	497,650
2026	-	-	450,000	113,197	-	-	-	-	280,000	79,712	3,340,000	83,500	1,050,000	375,275	1,040,000	446,900
2027	-	-	470,000	95,360	-	-	-	-	295,000	68,288	-	-	1,100,000	332,275	1,095,000	393,525
2028	-	-	490,000	76,160	-	-	-	-	305,000	59,097	-	-	1,150,000	287,275	1,140,000	349,050
2029	-	-	510,000	55,905	-	-	-	-	310,000	49,487	-	-	1,195,000	240,375	1,185,000	302,325
2030	-	-	530,000	34,519	-	-	-	-	325,000	39,362	-	-	1,245,000	191,575	1,245,000	241,575
2031	-	-	555,000	11,794	-	-	-	-	335,000	28,637	-	-	1,300,000	140,675	1,300,000	189,325
2032	-	-	-	-	-	-	-	-	345,000	17,587	-	-	1,360,000	86,625	1,355,000	134,325
2033	-	-	-	-	-	-	-	-	355,000	5,991	-	-	1,420,000	29,288	1,410,000	75,775
2034	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,460,000	25,550
2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>5,500,000</b>	<b>335,800</b>	<b>5,710,000</b>	<b>1,629,495</b>	<b>28,795,000</b>	<b>3,267,612</b>	<b>8,120,000</b>	<b>1,141,656</b>	<b>4,180,000</b>	<b>1,256,649</b>	<b>40,560,000</b>	<b>8,513,500</b>	<b>16,170,000</b>	<b>5,245,288</b>	<b>17,220,000</b>	<b>6,576,400</b>

**Long Term Debt Serviced by Ad Valorem Taxes (continued)**

Fiscal Year	2014 General		2015 General		2015 General		2016 General		2016 General		2017 General		2018 General		Total Principal	Total Interest	Total
	Obligation Refunding		Obligation Bonds		Obligation Refunding		Obligation Bonds		Obligation Refunding		Obligation Bonds		Obligation Bonds				
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest			
2019	2,735,000	97,125	1,830,000	2,322,000	2,430,000	1,225,500	1,740,000	2,190,425	2,010,000	748,200	1,495,000	1,735,919	1,530,000	2,341,214	26,690,000	16,039,874	42,729,874
2020	105,000	26,125	1,925,000	2,228,125	2,550,000	1,101,000	1,820,000	2,110,125	1,345,000	674,375	1,575,000	1,659,169	1,790,000	2,086,500	27,055,000	14,605,949	41,660,949
2021	110,000	20,750	2,025,000	2,129,375	2,685,000	970,125	1,915,000	2,016,750	1,425,000	605,125	1,655,000	1,578,419	1,880,000	1,994,750	28,315,000	13,287,998	41,602,998
2022	115,000	15,125	2,130,000	2,025,500	2,820,000	832,500	2,010,000	1,918,625	1,505,000	531,875	1,735,000	1,493,669	1,975,000	1,898,375	27,605,000	11,989,858	39,594,858
2023	120,000	9,250	2,240,000	1,916,250	2,960,000	688,000	2,115,000	1,815,500	1,585,000	454,625	1,835,000	1,404,419	2,080,000	1,797,000	28,915,000	10,650,166	39,565,166
2024	125,000	3,125	2,350,000	1,801,500	3,105,000	536,375	2,225,000	1,707,000	1,675,000	373,125	1,920,000	1,310,544	2,185,000	1,690,375	23,885,000	9,351,673	33,236,673
2025	-	-	2,465,000	1,688,625	3,250,000	377,500	2,335,000	1,593,000	1,775,000	286,875	2,020,000	1,212,044	2,295,000	1,578,375	23,370,000	8,200,848	31,570,848
2026	-	-	2,585,000	1,569,875	2,895,000	223,875	2,455,000	1,473,250	1,530,000	204,250	2,125,000	1,108,419	2,410,000	1,460,750	20,160,000	7,139,003	27,299,003
2027	-	-	2,715,000	1,437,375	3,030,000	75,750	2,585,000	1,347,250	1,615,000	125,625	2,230,000	999,544	2,535,000	1,337,125	17,670,000	6,212,117	23,882,117
2028	-	-	2,855,000	1,298,125	-	-	2,715,000	1,214,750	1,705,000	42,625	2,340,000	896,994	2,655,000	1,220,650	15,355,000	5,444,726	20,799,726
2029	-	-	3,000,000	1,151,750	-	-	2,855,000	1,075,500	-	-	2,430,000	801,594	2,750,000	1,124,581	14,235,000	4,801,517	19,036,517
2030	-	-	3,155,000	997,875	-	-	2,985,000	944,425	-	-	2,530,000	702,394	2,835,000	1,037,316	14,850,000	4,189,041	19,039,041
2031	-	-	3,320,000	836,000	-	-	3,110,000	822,525	-	-	2,635,000	599,093	2,930,000	945,406	15,485,000	3,573,455	19,058,455
2032	-	-	3,490,000	665,750	-	-	3,235,000	695,625	-	-	2,730,000	505,443	3,025,000	846,747	15,540,000	2,952,102	18,492,102
2033	-	-	3,665,000	486,875	-	-	3,365,000	563,625	-	-	2,815,000	422,268	3,135,000	740,837	16,165,000	2,324,659	18,489,659
2034	-	-	3,855,000	298,875	-	-	3,495,000	435,163	-	-	2,900,000	336,543	3,250,000	620,975	14,960,000	1,717,106	16,677,106
2035	-	-	4,050,000	101,250	-	-	3,645,000	282,875	-	-	2,985,000	246,403	3,385,000	488,275	14,065,000	1,118,803	15,183,803
2036	-	-	-	-	-	-	3,835,000	95,875	-	-	3,080,000	151,638	3,520,000	350,175	10,435,000	597,688	11,032,688
2037	-	-	-	-	-	-	-	-	-	-	3,185,000	51,756	3,665,000	206,475	6,850,000	258,231	7,108,231
2038	-	-	-	-	-	-	-	-	-	-	-	-	3,805,000	66,588	3,805,000	66,588	3,871,588
Total	3,310,000	171,500	47,655,000	22,955,125	25,725,000	6,030,625	48,440,000	22,302,288	16,170,000	4,046,700	44,220,000	17,216,272	53,635,000	23,832,489	365,410,000	124,521,399	489,931,399

## LONG TERM DEBT - WATER

### Long Term Debt Serviced by Water Department

Fiscal Year	2011 General Obligation Refunding		2012 General Obligation Refunding		2013 General Obligation Refunding		2013 Certificates of Obligation		2014 Certificates of Obligation		2014 General Obligation Refunding		2015 Certificates of Obligation	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	1,135,000	253,863	750,000	185,750	-	294,500	625,320	544,903	307,418	301,699	840,000	44,250	265,000	191,329
2020	1,190,000	197,162	765,000	163,025	730,000	276,250	648,000	517,817	325,501	285,876	85,000	21,125	270,000	183,303
2021	1,245,000	138,325	800,000	131,550	765,000	238,875	670,680	486,470	340,571	269,224	90,000	16,750	280,000	175,054
2022	1,300,000	88,062	840,000	90,550	800,000	199,750	696,600	458,383	358,654	251,744	90,000	12,250	290,000	166,503
2023	1,355,000	33,875	885,000	47,425	835,000	158,875	725,760	434,363	376,738	233,358	95,000	7,625	295,000	157,729
2024	-	-	920,000	12,650	875,000	116,125	758,160	402,707	394,821	214,070	105,000	2,625	305,000	148,729
2025	-	-	-	-	920,000	71,250	797,040	363,828	415,918	193,801	-	-	315,000	139,429
2026	-	-	-	-	965,000	24,125	839,160	322,922	437,016	172,478	-	-	325,000	128,204
2027	-	-	-	-	-	-	881,280	279,912	461,127	150,024	-	-	335,000	116,679
2028	-	-	-	-	-	-	923,400	239,411	479,210	131,308	-	-	350,000	106,185
2029	-	-	-	-	-	-	959,040	201,164	497,294	111,687	-	-	360,000	94,641
2030	-	-	-	-	-	-	997,920	160,801	521,405	88,827	-	-	370,000	82,091
2031	-	-	-	-	-	-	1,043,280	118,049	539,488	69,633	-	-	385,000	68,879
2032	-	-	-	-	-	-	1,088,640	72,746	560,585	51,055	-	-	400,000	54,891
2033	-	-	-	-	-	-	1,134,000	24,806	578,669	31,119	-	-	415,000	40,119
2034	-	-	-	-	-	-	-	-	599,766	10,496	-	-	430,000	24,643
2035	-	-	-	-	-	-	-	-	-	-	-	-	445,000	8,344
2036	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>6,225,000</b>	<b>711,287</b>	<b>4,960,000</b>	<b>630,950</b>	<b>5,890,000</b>	<b>1,379,750</b>	<b>12,788,280</b>	<b>4,628,284</b>	<b>7,194,179</b>	<b>2,566,400</b>	<b>1,305,000</b>	<b>104,625</b>	<b>5,835,000</b>	<b>1,886,752</b>

### Long Term Debt Serviced by Water Department (continued)

Fiscal Year	2015 General Obligation Refunding		2016 Certificates of Obligation		2016 General Obligation Refunding		2017 Certificates of Obligation		2018 Certificates of Obligation		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest			
2019	1,060,000	555,750	175,000	174,550	1,005,000	128,850	240,000	223,725	215,000	252,565	6,617,738	3,151,734	9,769,472
2020	1,115,000	501,375	180,000	169,200	1,055,000	82,375	245,000	216,450	240,000	227,281	6,848,501	2,841,239	9,689,740
2021	1,170,000	444,250	190,000	161,800	1,120,000	28,000	255,000	208,950	245,000	220,006	7,171,251	2,519,254	9,690,504
2022	1,230,000	384,250	195,000	154,100	-	-	265,000	199,825	250,000	212,581	6,315,254	2,217,998	8,533,252
2023	1,290,000	321,250	205,000	146,100	-	-	275,000	189,025	260,000	204,931	6,597,498	1,934,556	8,532,054
2024	1,350,000	255,250	215,000	137,700	-	-	285,000	177,825	270,000	194,283	5,477,981	1,661,964	7,139,945
2025	1,410,000	186,250	220,000	129,000	-	-	295,000	166,225	285,000	180,406	4,657,958	1,430,189	6,088,147
2026	1,475,000	114,125	230,000	120,000	-	-	310,000	154,125	300,000	165,781	4,881,176	1,201,761	6,082,936
2027	1,545,000	38,625	240,000	110,600	-	-	320,000	141,525	315,000	151,981	4,097,407	989,346	5,086,753
2028	-	-	250,000	100,800	-	-	335,000	128,425	325,000	139,182	2,662,610	845,312	3,507,922
2029	-	-	260,000	90,600	-	-	350,000	114,725	340,000	125,881	2,766,334	738,698	3,505,032
2030	-	-	270,000	80,000	-	-	365,000	100,425	350,000	113,831	2,874,325	625,976	3,500,300
2031	-	-	280,000	69,000	-	-	375,000	85,625	360,000	103,181	2,982,768	514,367	3,497,135
2032	-	-	290,000	57,600	-	-	390,000	72,275	375,000	91,922	3,104,225	400,489	3,504,715
2033	-	-	305,000	45,700	-	-	400,000	60,425	385,000	79,806	3,217,669	281,975	3,499,643
2034	-	-	315,000	33,300	-	-	415,000	48,200	400,000	67,050	2,159,766	183,689	2,343,455
2035	-	-	330,000	20,400	-	-	430,000	35,256	410,000	53,375	1,615,000	117,375	1,732,375
2036	-	-	345,000	6,900	-	-	440,000	21,663	425,000	38,763	1,210,000	67,326	1,277,326
2037	-	-	-	-	-	-	455,000	7,394	440,000	23,625	895,000	31,019	926,019
2038	-	-	-	-	-	-	-	-	455,000	7,963	455,000	7,963	462,963
<b>Total</b>	<b>11,645,000</b>	<b>2,801,125</b>	<b>4,495,000</b>	<b>1,807,350</b>	<b>3,180,000</b>	<b>239,225</b>	<b>6,445,000</b>	<b>2,352,088</b>	<b>6,645,000</b>	<b>2,654,394</b>	<b>76,607,459</b>	<b>21,762,229</b>	<b>98,369,689</b>

## LONG TERM DEBT - SEWER

### Long Term Debt Serviced by Sewer Department

Fiscal Year	2011 General Obligation Refunding		2013 General Obligation Refunding		2013 Certificates of Obligations		2014 Certificates of Obligations		2014 General Obligation Refunding		2015 Certificates of Obligations	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	280,000	63,050	655,000	444,875	339,680	295,997	202,582	198,813	470,000	11,750	335,000	243,690
2020	295,000	49,050	1,165,000	399,375	352,000	281,283	214,499	188,387	-	-	345,000	233,490
2021	310,000	34,450	1,225,000	339,625	364,320	264,255	224,429	177,413	-	-	355,000	222,990
2022	320,000	22,000	1,285,000	276,875	378,400	248,998	236,346	165,894	-	-	365,000	212,190
2023	340,000	8,500	1,350,000	211,000	394,240	235,950	248,263	153,779	-	-	375,000	201,090
2024	-	-	1,420,000	141,750	411,840	218,755	260,179	141,068	-	-	390,000	189,615
2025	-	-	1,490,000	69,000	432,960	197,635	274,082	127,711	-	-	400,000	177,765
2026	-	-	635,000	15,875	455,840	175,415	287,985	113,660	-	-	415,000	163,465
2027	-	-	-	-	478,720	152,051	303,873	98,863	-	-	430,000	148,715
2028	-	-	-	-	501,600	130,051	315,790	86,530	-	-	445,000	135,312
2029	-	-	-	-	520,960	109,274	327,707	73,600	-	-	460,000	120,596
2030	-	-	-	-	542,080	87,349	343,595	58,536	-	-	475,000	104,521
2031	-	-	-	-	566,720	64,126	355,512	45,886	-	-	490,000	87,634
2032	-	-	-	-	591,360	39,517	369,415	33,644	-	-	510,000	69,815
2033	-	-	-	-	616,000	13,475	381,331	20,506	-	-	525,000	51,056
2034	-	-	-	-	-	-	395,234	6,917	-	-	545,000	31,458
2035	-	-	-	-	-	-	-	-	-	-	570,000	10,687
2036	-	-	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>1,545,000</b>	<b>177,050</b>	<b>9,225,000</b>	<b>1,898,375</b>	<b>6,946,720</b>	<b>2,514,129</b>	<b>4,740,821</b>	<b>1,691,206</b>	<b>470,000</b>	<b>11,750</b>	<b>7,430,000</b>	<b>2,404,089</b>

### Long Term Debt Serviced by Sewer Department (continued)

Fiscal Year	2015 General Obligation Refunding		2016 Certificates of Obligation		2017 Certificates of Obligation		2018 Certificates of Obligation		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest			
2019	1,170,000	600,500	445,000	442,850	280,000	261,906	260,000	306,399	4,437,262	2,869,830	7,307,092
2020	1,230,000	540,500	460,000	429,200	290,000	253,357	290,000	275,756	4,641,499	2,650,398	7,291,897
2021	1,295,000	477,375	480,000	410,400	300,000	244,506	295,000	266,982	4,848,749	2,437,996	7,286,746
2022	1,360,000	411,000	495,000	390,900	310,000	233,806	305,000	257,981	5,054,746	2,219,644	7,274,390
2023	1,425,000	341,375	520,000	370,600	320,000	221,207	315,000	248,681	5,287,503	1,992,182	7,279,684
2024	1,495,000	268,375	540,000	349,400	335,000	208,107	330,000	235,706	5,182,019	1,752,776	6,934,795
2025	1,560,000	192,000	560,000	327,400	350,000	194,406	345,000	218,831	5,412,042	1,504,748	6,916,790
2026	1,495,000	115,625	585,000	304,500	360,000	180,206	365,000	201,081	4,598,825	1,269,826	5,868,651
2027	1,565,000	39,125	610,000	280,600	375,000	165,506	380,000	184,356	4,142,593	1,069,216	5,211,809
2028	-	-	630,000	255,800	390,000	150,206	395,000	168,856	2,677,390	926,754	3,604,144
2029	-	-	660,000	230,000	410,000	134,207	410,000	152,757	2,788,667	820,434	3,609,100
2030	-	-	685,000	203,100	425,000	117,506	425,000	138,181	2,895,675	709,192	3,604,868
2031	-	-	715,000	175,100	440,000	100,206	440,000	125,206	3,007,232	598,158	3,605,390
2032	-	-	740,000	146,000	455,000	84,581	455,000	111,497	3,120,775	485,054	3,605,828
2033	-	-	770,000	115,800	470,000	70,706	465,000	96,831	3,227,331	368,374	3,595,706
2034	-	-	805,000	84,300	485,000	56,381	480,000	81,475	2,710,234	260,531	2,970,765
2035	-	-	835,000	51,500	500,000	41,294	500,000	64,925	2,405,000	168,406	2,573,406
2036	-	-	870,000	17,400	515,000	25,434	515,000	47,163	1,900,000	89,997	1,989,997
2037	-	-	-	-	535,000	8,694	535,000	28,788	1,070,000	37,482	1,107,482
2038	-	-	-	-	-	-	555,000	9,713	555,000	9,713	564,713
<b>Total</b>	<b>12,595,000</b>	<b>2,985,875</b>	<b>11,405,000</b>	<b>4,584,850</b>	<b>7,545,000</b>	<b>2,752,222</b>	<b>8,060,000</b>	<b>3,221,165</b>	<b>69,962,541</b>	<b>22,240,712</b>	<b>92,203,252</b>

**LONG TERM DEBT - FCDC**

**Long Term Debt Serviced by the Community Development Corporation**

Fiscal Year	2009 General		2011 General		2012 General		2013 General		2013 Certificates of		2014-A Certificates of		2014 General		2015-A Certificates of		2015B Certificates of	
	Obligation Refunding		Obligation Refunding		Obligation Refunding		Obligation Refunding		Obligation		Obligation		Obligation Refunding		Obligation		Obligation	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	410,000	8,200	295,000	65,756	745,000	186,175	710,000	481,000	580,000	504,244	810,000	836,517	630,000	40,250	335,000	279,625	115,000	105,771
2020	-	-	310,000	51,119	765,000	163,525	1,255,000	431,875	600,000	479,143	835,000	820,663	90,000	22,250	350,000	265,925	115,000	103,643
2021	-	-	330,000	35,819	805,000	131,925	1,320,000	367,500	620,000	450,144	860,000	801,575	95,000	17,625	365,000	251,625	120,000	101,096
2022	-	-	335,000	22,734	840,000	90,800	1,395,000	299,625	645,000	424,163	885,000	779,529	95,000	12,875	375,000	240,575	120,000	98,149
2023	-	-	350,000	8,750	890,000	47,550	1,465,000	228,125	670,000	401,957	915,000	754,535	100,000	8,000	385,000	232,734	125,000	94,776
2024	-	-	-	-	920,000	12,650	1,540,000	153,000	700,000	372,731	945,000	726,856	110,000	2,750	395,000	224,447	130,000	90,923
2025	-	-	-	-	-	-	1,620,000	74,000	740,000	336,731	980,000	696,765	-	-	405,000	212,150	135,000	86,688
2026	-	-	-	-	-	-	670,000	16,750	775,000	298,856	1,015,000	664,084	-	-	420,000	195,650	140,000	82,052
2027	-	-	-	-	-	-	-	-	815,000	259,106	1,055,000	628,884	-	-	435,000	180,725	140,000	77,089
2028	-	-	-	-	-	-	-	-	855,000	221,631	1,095,000	591,249	-	-	450,000	167,450	145,000	71,786
2029	-	-	-	-	-	-	-	-	890,000	186,175	1,140,000	551,007	-	-	465,000	153,725	155,000	65,939
2030	-	-	-	-	-	-	-	-	925,000	148,741	1,190,000	508,187	-	-	480,000	139,250	160,000	59,623
2031	-	-	-	-	-	-	-	-	965,000	109,156	1,245,000	460,339	-	-	495,000	124,016	165,000	53,000
2032	-	-	-	-	-	-	-	-	1,005,000	67,294	1,300,000	407,530	-	-	510,000	107,994	175,000	45,986
2033	-	-	-	-	-	-	-	-	1,050,000	22,969	1,360,000	352,335	-	-	525,000	90,847	180,000	38,485
2034	-	-	-	-	-	-	-	-	-	-	1,425,000	294,546	-	-	545,000	72,450	190,000	30,530
2035	-	-	-	-	-	-	-	-	-	-	1,490,000	234,060	-	-	565,000	53,025	195,000	22,253
2036	-	-	-	-	-	-	-	-	-	-	1,560,000	170,772	-	-	585,000	32,534	205,000	13,653
2037	-	-	-	-	-	-	-	-	-	-	1,630,000	104,580	-	-	605,000	10,966	215,000	4,623
2038	-	-	-	-	-	-	-	-	-	-	1,705,000	35,379	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	410,000	8,200	1,620,000	184,178	4,965,000	632,625	9,975,000	2,051,875	11,835,000	4,283,041	23,440,000	10,419,392	1,120,000	103,750	8,690,000	3,035,713	2,925,000	1,246,065

**Long Term Debt Serviced by the Community Development Corporation (continued)**

Fiscal Year	2016 General		Total Principal	Total Interest	Total	2012 Sales Tax Revenue Bonds (Taxable)		2015 Sales Tax Revenue Bonds (Taxable)		2016B Sales Tax Revenue Bonds (Taxable)		2016A Sales Tax Revenue Bonds (Taxable)		Total Principal	Total Interest	Total	Total Debt Serviced
	Obligation Refunding					Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest				
2019	705,000	197,850	5,335,388	2,705,388	8,040,388	1,190,000	677,672	240,000	185,915	570,000	531,140	720,000	875,250	2,720,000	2,269,977	4,989,977	13,030,365
2020	735,000	165,375	5,055,000	2,503,518	7,558,518	1,220,000	648,996	245,000	181,001	580,000	520,210	745,000	853,275	2,790,000	2,203,482	4,993,482	12,552,000
2021	770,000	127,750	5,285,000	2,285,059	7,570,059	1,255,000	617,098	250,000	175,243	595,000	507,567	770,000	826,700	2,870,000	2,126,608	4,996,608	12,566,667
2022	815,000	88,125	5,505,000	2,056,575	7,561,575	1,295,000	584,687	260,000	168,672	610,000	492,978	805,000	791,175	2,970,000	2,037,512	5,007,512	12,569,087
2023	845,000	46,625	5,745,000	1,823,052	7,568,052	1,335,000	548,576	265,000	161,518	625,000	476,512	845,000	749,925	3,070,000	1,936,531	5,006,531	12,574,583
2024	250,000	19,250	4,990,000	1,602,607	6,592,607	1,380,000	509,604	275,000	153,682	645,000	458,215	890,000	706,550	3,190,000	1,828,051	5,018,051	11,610,658
2025	260,000	6,500	4,140,000	1,412,834	5,552,834	1,430,000	467,506	280,000	145,218	665,000	438,263	935,000	660,925	3,310,000	1,711,912	5,021,912	10,574,746
2026	-	-	3,020,000	1,257,392	4,277,392	1,480,000	419,655	290,000	136,092	685,000	416,689	985,000	612,925	3,440,000	1,585,361	5,025,361	9,302,753
2027	-	-	2,445,000	1,145,804	3,590,804	1,540,000	366,805	300,000	125,457	710,000	392,532	1,030,000	562,550	3,580,000	1,447,344	5,027,344	8,618,148
2028	-	-	2,545,000	1,052,116	3,597,116	1,605,000	311,768	315,000	113,465	735,000	366,161	1,085,000	509,675	3,740,000	1,301,069	5,041,069	8,638,185
2029	-	-	2,650,000	956,846	3,606,846	1,680,000	250,584	325,000	100,985	765,000	337,944	1,145,000	453,925	3,915,000	1,143,438	5,058,438	8,665,284
2030	-	-	2,755,000	855,801	3,610,801	1,755,000	182,915	340,000	88,018	795,000	307,361	1,200,000	395,300	4,090,000	973,594	5,063,594	8,674,395
2031	-	-	2,870,000	746,511	3,616,511	1,840,000	112,093	350,000	73,950	830,000	273,735	1,255,000	333,925	4,275,000	793,703	5,068,703	8,685,214
2032	-	-	2,990,000	628,804	3,618,804	1,925,000	37,922	365,000	58,756	865,000	237,293	1,320,000	282,750	4,475,000	616,721	5,091,721	8,710,525
2033	-	-	3,115,000	504,636	3,619,636	-	-	385,000	42,819	905,000	199,237	1,350,000	242,700	2,640,000	484,756	3,124,756	6,744,392
2034	-	-	2,160,000	397,526	2,557,526	-	-	400,000	26,137	945,000	158,754	1,395,000	201,525	2,740,000	386,416	3,126,416	5,683,942
2035	-	-	2,250,000	309,338	2,559,338	-	-	415,000	8,819	985,000	115,811	1,445,000	151,700	2,845,000	276,330	3,121,330	5,680,668
2036	-	-	2,350,000	216,959	2,566,959	-	-	-	-	1,030,000	70,978	1,505,000	92,700	2,535,000	163,678	2,698,678	5,265,637
2037	-	-	2,450,000	120,169	2,570,169	-	-	-	-	1,080,000	24,030	1,565,000	31,300	2,645,000	55,330	2,700,330	5,270,499
2038	-	-	1,705,000	35,379	1,740,379	-	-	-	-	-	-	-	-	-	-	-	1,740,379
2039	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	4,380,000	651,475	69,360,000	22,616,314	91,976,314	20,930,000	5,735,881	5,300,000	1,945,747	14,620,000	6,325,410	20,990,000	9,334,775	61,840,000	23,341,813	85,181,813	177,158,127

## LONG TERM DEBT - FEDC

### Long Term Debt Serviced by the FEDC

Fiscal Year	2011 General Obligation Refunding		2014-A Certificates of Obligation		2015-B Certificates of Obligation		2016 Sales Tax Revenue Bonds (Tax Exempt) EDC		2016 General Obligation Refunding (Tax Exempt)		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest			
2019	295,000	65,756	160,000	167,290	115,000	105,771	150,000	182,000	600,000	131,750	1,170,000	470,567	1,640,567
2020	310,000	51,119	165,000	164,157	115,000	103,643	155,000	177,425	635,000	103,875	1,225,000	422,794	1,647,794
2021	330,000	35,819	170,000	160,385	120,000	101,096	160,000	171,900	665,000	71,375	1,285,000	368,675	1,653,675
2022	335,000	22,734	175,000	156,027	120,000	98,149	165,000	164,575	255,000	48,375	885,000	325,285	1,210,285
2023	350,000	8,750	185,000	151,025	125,000	94,776	175,000	156,075	265,000	35,375	925,000	289,926	1,214,926
2024	-	-	190,000	145,445	130,000	90,923	185,000	147,075	280,000	21,750	600,000	258,118	858,118
2025	-	-	195,000	139,428	135,000	86,688	195,000	137,575	295,000	7,375	625,000	233,491	858,491
2026	-	-	205,000	132,874	140,000	82,052	205,000	127,575	-	-	345,000	214,926	559,926
2027	-	-	210,000	125,817	140,000	77,089	215,000	117,075	-	-	350,000	202,906	552,906
2028	-	-	220,000	118,290	145,000	71,786	225,000	106,075	-	-	365,000	190,076	555,076
2029	-	-	230,000	110,187	155,000	65,939	240,000	94,450	-	-	385,000	176,126	561,126
2030	-	-	240,000	101,550	160,000	59,623	250,000	82,200	-	-	400,000	161,173	561,173
2031	-	-	250,000	91,922	165,000	53,000	260,000	69,450	-	-	415,000	144,922	559,922
2032	-	-	260,000	81,340	175,000	45,986	275,000	58,825	-	-	435,000	127,326	562,326
2033	-	-	270,000	70,343	180,000	38,485	280,000	50,500	-	-	450,000	108,828	558,828
2034	-	-	285,000	58,826	190,000	30,530	290,000	41,950	-	-	475,000	89,356	564,356
2035	-	-	300,000	46,687	195,000	22,253	300,000	31,600	-	-	495,000	68,940	563,940
2036	-	-	310,000	34,030	205,000	13,653	315,000	19,300	-	-	515,000	47,683	562,683
2037	-	-	325,000	20,854	215,000	4,623	325,000	6,500	-	-	540,000	25,477	565,477
2038	-	-	340,000	7,055	-	-	-	-	-	-	340,000	7,055	347,055
2039	-	-	-	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>1,620,000</b>	<b>184,178</b>	<b>4,685,000</b>	<b>2,083,532</b>	<b>2,925,000</b>	<b>1,246,065</b>	<b>4,365,000</b>	<b>1,942,125</b>	<b>2,995,000</b>	<b>419,875</b>	<b>12,225,000</b>	<b>3,933,650</b>	<b>16,158,650</b>

### Long Term Debt Serviced by the FEDC (continued)

Fiscal Year	2007 Sales Tax Revenue Bonds (Taxable)		2012 Sales Tax Revenue Bonds (Taxable)		2014 Sales Tax Revenue Bonds (Taxable)		Total Principal	Total Interest	Total	Total Debt Serviced
	Principal	Interest	Principal	Interest	Principal	Interest				
2019	460,000	486,990	1,260,000	717,815	1,005,000	750,081	2,725,000	1,954,886	4,679,886	6,320,453
2020	490,000	457,065	1,295,000	687,409	1,030,000	727,928	2,815,000	1,872,402	4,687,402	6,335,196
2021	520,000	425,250	1,330,000	653,576	1,060,000	701,781	2,910,000	1,780,607	4,690,607	6,344,282
2022	555,000	391,388	1,370,000	619,260	1,095,000	671,859	3,020,000	1,682,507	4,702,507	5,912,792
2023	590,000	355,320	1,415,000	581,019	1,135,000	638,048	3,140,000	1,574,387	4,714,387	5,929,313
2024	625,000	317,048	1,460,000	539,751	1,175,000	600,669	3,260,000	1,457,468	4,717,468	5,575,586
2025	670,000	276,255	1,515,000	495,180	1,215,000	560,203	3,400,000	1,331,638	4,731,638	5,590,129
2026	710,000	232,785	1,570,000	444,450	1,260,000	516,440	3,540,000	1,193,675	4,733,675	5,293,601
2027	760,000	186,480	1,630,000	388,450	1,310,000	469,463	3,700,000	1,044,393	4,744,393	5,297,299
2028	805,000	137,183	1,700,000	330,175	1,360,000	419,388	3,865,000	886,746	4,751,746	5,306,822
2029	860,000	84,735	1,780,000	265,359	1,420,000	365,857	4,060,000	715,951	4,775,951	5,337,077
2030	915,000	28,823	1,860,000	193,651	1,485,000	308,839	4,260,000	531,313	4,791,313	5,352,486
2031	-	-	1,945,000	118,693	1,550,000	246,960	3,495,000	365,653	3,860,653	4,420,575
2032	-	-	2,040,000	40,188	1,625,000	180,285	3,665,000	220,473	3,885,473	4,447,799
2033	-	-	-	-	1,700,000	110,460	1,700,000	110,460	1,810,460	2,369,288
2034	-	-	-	-	1,780,000	37,380	1,780,000	37,380	1,817,380	2,381,736
2035	-	-	-	-	-	-	-	-	-	563,940
2036	-	-	-	-	-	-	-	-	-	562,683
2037	-	-	-	-	-	-	-	-	-	565,477
2038	-	-	-	-	-	-	-	-	-	347,055
2039	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>7,960,000</b>	<b>3,379,320</b>	<b>22,170,000</b>	<b>6,074,976</b>	<b>21,205,000</b>	<b>7,305,641</b>	<b>51,335,000</b>	<b>16,759,937</b>	<b>68,094,937</b>	<b>84,253,587</b>

# LONG TERM DEBT - TIF

## Long Term Debt Serviced by TIF

Fiscal Year	2001-B Certificates of Obligation (Tax)		2003-B Certificates of Obligation		2008-B Certificates of Obligation		2009 Certificates of Obligation		2011 General Obligation Refunding	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	634,110	340,209	872,500	230,167	435,000	1,105,130	180,000	76,833	2,925,000	656,300
2020	681,317	297,457	917,500	183,520	460,000	1,078,056	125,000	70,733	3,080,000	510,038
2021	728,523	251,637	967,500	134,397	485,000	1,049,470	130,000	65,633	3,235,000	357,587
2022	778,950	202,158	1,020,000	82,604	515,000	1,019,220	135,000	60,333	3,370,000	227,156
2023	828,488	148,911	1,075,000	28,012	555,000	986,853	140,000	54,833	3,490,000	87,250
2024	886,246	92,111	-	-	590,000	952,216	145,000	48,951	-	-
2025	947,224	31,377	-	-	625,000	915,463	155,000	42,576	-	-
2026	-	-	-	-	1,400,000	854,206	155,000	35,989	-	-
2027	-	-	-	-	1,495,000	764,203	165,000	28,983	-	-
2028	-	-	-	-	1,590,000	665,869	175,000	21,333	-	-
2029	-	-	-	-	1,690,000	561,319	180,000	13,210	-	-
2030	-	-	-	-	1,805,000	449,916	190,000	4,513	-	-
2031	-	-	-	-	1,920,000	331,181	-	-	-	-
2032	-	-	-	-	2,050,000	204,638	-	-	-	-
2033	-	-	-	-	2,185,000	69,647	-	-	-	-
2034	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>5,484,858</b>	<b>1,363,860</b>	<b>4,852,500</b>	<b>658,700</b>	<b>17,800,000</b>	<b>11,007,386</b>	<b>1,875,000</b>	<b>523,916</b>	<b>16,100,000</b>	<b>1,838,331</b>

## Long Term Debt Serviced by TIF (continued)

Fiscal Year	2014-A Taxable Certificates of Obligation		2015 General Obligation Taxable Refunding		2016 General Obligation Bonds (Tax Exempt)		2016 General Obligation Refunding (Tax Exempt)		Total Principal	Total Principal	Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest			
2019	1,940,000	2,008,128	245,000	178,872	2,500,000	1,428,300	-	28,600	9,731,610	6,052,539	15,784,149
2020	1,995,000	1,970,205	250,000	174,167	2,610,000	1,313,050	40,000	27,600	10,158,817	5,624,826	15,783,643
2021	2,060,000	1,924,538	255,000	168,671	2,745,000	1,179,175	45,000	25,475	10,651,023	5,156,583	15,807,606
2022	2,125,000	1,871,661	260,000	162,425	2,885,000	1,038,425	45,000	23,225	11,133,950	4,687,207	15,821,157
2023	2,195,000	1,811,677	270,000	155,598	3,030,000	890,550	50,000	20,850	11,633,488	4,184,533	15,818,021
2024	2,275,000	1,745,156	275,000	148,101	3,185,000	735,175	50,000	18,350	12,133,488	3,740,061	15,873,549
2025	2,350,000	1,672,862	285,000	139,908	3,350,000	571,800	50,000	15,850	12,633,488	3,389,836	16,023,324
2026	2,435,000	1,594,476	290,000	131,065	3,525,000	459,175	50,000	13,225	13,133,488	3,088,136	16,221,624
2027	2,530,000	1,510,048	305,000	120,779	3,715,000	399,925	60,000	10,350	13,633,488	2,834,288	16,467,776
2028	2,630,000	1,419,723	315,000	109,154	3,915,000	337,675	60,000	7,350	14,133,488	2,561,103	16,694,591
2029	2,740,000	1,323,035	325,000	97,154	4,125,000	272,300	65,000	4,225	14,633,488	2,271,243	16,904,731
2030	2,855,000	1,220,213	340,000	84,685	4,345,000	210,700	65,000	1,300	15,133,488	1,971,326	17,104,814
2031	2,990,000	1,105,352	350,000	71,135	4,575,000	153,400	-	-	15,633,488	1,661,068	17,294,556
2032	3,125,000	978,466	365,000	56,478	4,820,000	93,800	-	-	16,133,488	1,333,382	17,466,870
2033	3,270,000	845,770	380,000	41,205	5,075,000	31,700	-	-	16,633,488	988,322	17,624,810
2034	3,420,000	706,952	400,000	25,214	5,340,000	-	-	-	17,133,488	732,166	17,866,654
2035	3,575,000	561,806	415,000	8,508	5,615,000	-	-	-	17,633,488	570,314	18,204,802
2036	3,740,000	410,020	-	-	5,900,000	-	-	-	18,133,488	410,020	18,543,508
2037	3,915,000	251,179	-	-	6,195,000	-	-	-	18,633,488	251,179	18,884,667
2038	4,095,000	84,971	-	-	6,500,000	-	-	-	19,133,488	84,971	19,218,459
2039	-	-	-	-	6,815,000	-	-	-	19,633,488	-	19,633,488
2040	-	-	-	-	7,140,000	-	-	-	20,133,488	-	20,133,488
2041	-	-	-	-	7,475,000	-	-	-	20,633,488	-	20,633,488
<b>Total</b>	<b>56,260,000</b>	<b>25,016,238</b>	<b>5,325,000</b>	<b>1,873,119</b>	<b>31,260,000</b>	<b>9,115,150</b>	<b>585,000</b>	<b>196,400</b>	<b>139,542,358</b>	<b>51,593,100</b>	<b>191,135,458</b>

## LONG TERM DEBT - TIF #5

Long Term Debt Serviced by TIF #5					
Fiscal Year	2016 Certificates of Obligation (Taxable)		Total Principal	Total Interest	Total
	Principal	Interest			
2019	665,000	609,077	665,000	609,077	1,274,077
2020	670,000	599,933	670,000	599,933	1,269,933
2021	685,000	589,125	685,000	589,125	1,274,125
2022	695,000	576,631	695,000	576,631	1,271,631
2023	710,000	562,709	710,000	562,709	1,272,709
2024	725,000	547,235	725,000	547,235	1,272,235
2025	740,000	530,274	740,000	530,274	1,270,274
2026	760,000	511,967	760,000	511,967	1,271,967
2027	780,000	491,938	780,000	491,938	1,271,938
2028	800,000	470,127	800,000	470,127	1,270,127
2029	825,000	446,474	825,000	446,474	1,271,474
2030	850,000	421,049	850,000	421,049	1,271,049
2031	880,000	393,924	880,000	393,924	1,273,924
2032	910,000	363,530	910,000	363,530	1,273,530
2033	940,000	330,230	940,000	330,230	1,270,230
2034	975,000	295,760	975,000	295,760	1,270,760
2035	1,010,000	260,030	1,010,000	260,030	1,270,030
2036	1,050,000	222,950	1,050,000	222,950	1,272,950
2037	1,085,000	185,062	1,085,000	185,062	1,270,062
2038	1,125,000	146,388	1,125,000	146,388	1,271,388
2039	1,165,000	106,312	1,165,000	106,312	1,271,312
2040	1,205,000	64,838	1,205,000	64,838	1,269,838
2041	1,250,000	21,875	1,250,000	21,875	1,271,875
2042	-	-	-	-	-
<b>Total</b>	<b>20,500,000</b>	<b>8,747,438</b>	<b>20,500,000</b>	<b>8,747,438</b>	<b>29,247,438</b>



## LONG TERM DEBT - FSMD

### Long Term Debt Serviced by FSMD

Fiscal Year	2001-B Certificates of Obligation (Tax)		2003-B Certificates of Obligation (Tax)		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest			
2019	250,890	133,948	107,500	27,493	358,390	161,441	519,831
2020	268,683	117,062	112,500	21,880	381,183	138,942	520,125
2021	286,477	99,020	117,500	16,013	403,977	115,033	519,010
2022	306,050	79,571	125,000	9,826	431,050	89,397	520,447
2023	326,512	58,617	130,000	3,318	456,512	61,935	518,447
2024	348,754	36,249	-	-	348,754	36,249	385,003
2025	372,776	12,348	-	-	372,776	12,348	385,124
2026	-	-	-	-	-	-	-
2027	-	-	-	-	-	-	-
2028	-	-	-	-	-	-	-
<b>Total</b>	<b>2,160,142</b>	<b>536,815</b>	<b>592,500</b>	<b>78,530</b>	<b>2,752,642</b>	<b>615,345</b>	<b>3,367,987</b>

Note: These bonds are being paid by the Developer. When the total assessed value reaches \$225 million, the Developer is not required to make any additional debt payments.

## LONG TERM DEBT - HOTEL/MOTEL

Long Term Debt Serviced by Hotel/Motel Fund									
Fiscal Year	2011 General Obligation Refunding		2015B Certificates of Obligation		2016 General Obligation Refunding (Tax-exempt)		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest			
2019	970,000	216,900	550,000	510,699	190,000	70,300	1,710,000	797,899	2,507,899
2020	1,015,000	168,512	565,000	500,374	195,000	61,625	1,775,000	730,511	2,505,511
2021	1,065,000	118,287	575,000	488,025	205,000	51,625	1,845,000	657,937	2,502,937
2022	1,110,000	75,344	590,000	473,716	215,000	41,125	1,915,000	590,185	2,505,185
2023	1,160,000	29,000	605,000	457,271	225,000	30,125	1,990,000	516,396	2,506,396
2024	-	-	625,000	438,689	240,000	18,500	865,000	457,189	1,322,189
2025	-	-	645,000	418,393	250,000	6,250	895,000	424,643	1,319,643
2026	-	-	665,000	396,309	-	-	665,000	396,309	1,061,309
2027	-	-	690,000	372,282	-	-	690,000	372,282	1,062,282
2028	-	-	715,000	346,137	-	-	715,000	346,137	1,061,137
2029	-	-	740,000	317,792	-	-	740,000	317,792	1,057,792
2030	-	-	770,000	287,510	-	-	770,000	287,510	1,057,510
2031	-	-	800,000	255,517	-	-	800,000	255,517	1,055,517
2032	-	-	835,000	221,791	-	-	835,000	221,791	1,056,791
2033	-	-	870,000	185,760	-	-	870,000	185,760	1,055,760
2034	-	-	910,000	147,490	-	-	910,000	147,490	1,057,490
2035	-	-	950,000	107,500	-	-	950,000	107,500	1,057,500
2036	-	-	990,000	65,790	-	-	990,000	65,790	1,055,790
2037	-	-	1,035,000	22,253	-	-	1,035,000	22,253	1,057,253
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>5,320,000</b>	<b>608,043</b>	<b>14,125,000</b>	<b>6,013,298</b>	<b>1,520,000</b>	<b>279,550</b>	<b>20,965,000</b>	<b>6,900,891</b>	<b>27,865,891</b>

## LONG TERM DEBT - PID

### Long Term Debt Serviced by the FPID

Fiscal Year	2011 General Obligation Refunding		2012 General Obligation Refunding		2014 General Obligation Refunding		Total Principal	Total Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest			
2019	150,000	32,962	130,000	32,937	20,000	5,250	300,000	71,149	371,149
2020	155,000	25,525	140,000	28,888	15,000	4,375	310,000	58,788	368,788
2021	160,000	17,912	145,000	23,162	15,000	3,625	320,000	44,699	364,699
2022	170,000	11,406	150,000	15,787	20,000	2,750	340,000	29,943	369,943
2023	175,000	4,375	150,000	8,287	25,000	1,625	350,000	14,287	364,287
2024	-	-	165,000	2,269	20,000	500	185,000	2,769	187,769
2025	-	-	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-	-	-
2027	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>810,000</b>	<b>92,180</b>	<b>880,000</b>	<b>111,330</b>	<b>115,000</b>	<b>18,125</b>	<b>1,805,000</b>	<b>221,635</b>	<b>2,026,635</b>



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## OTHER FUNDS



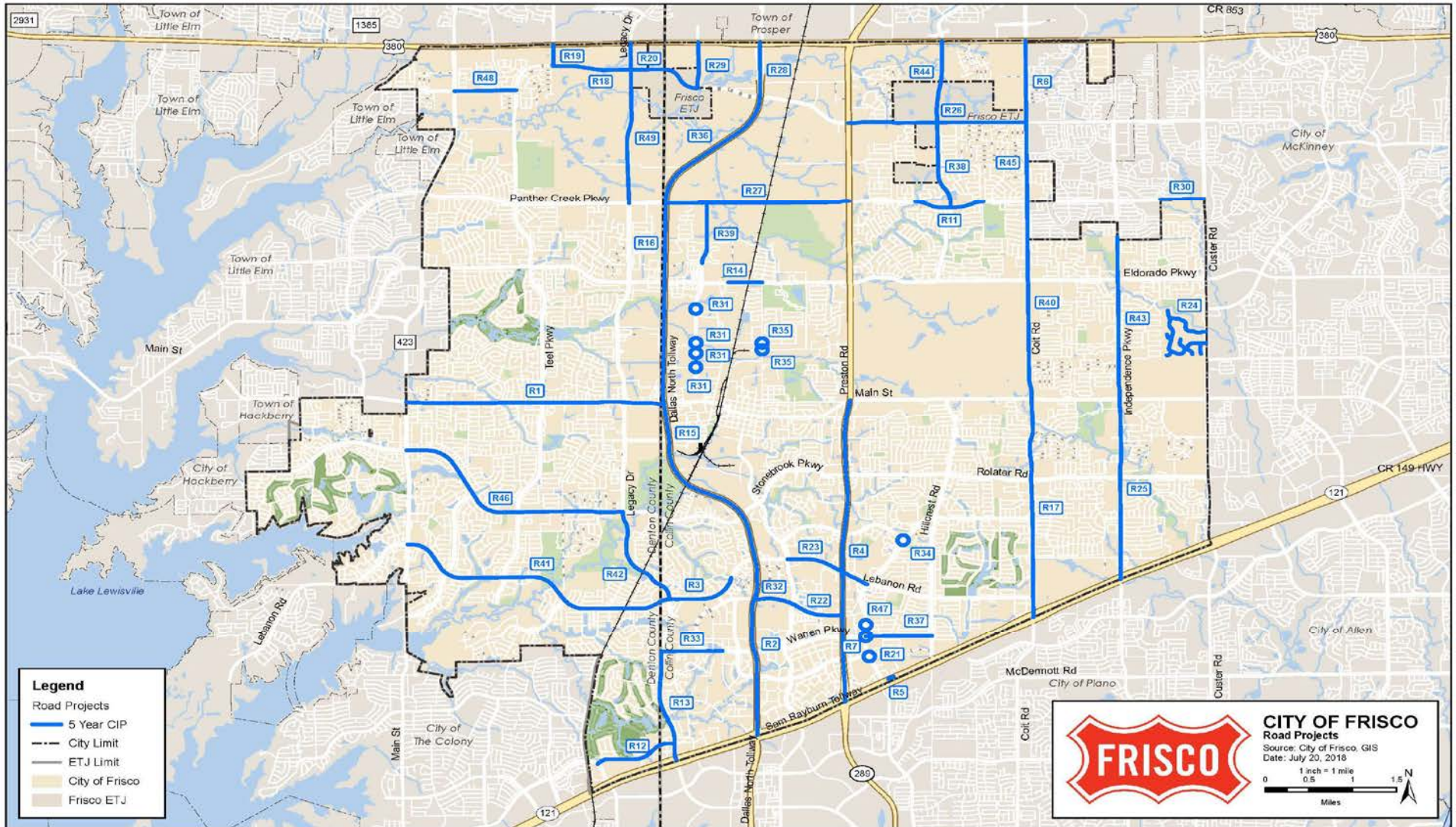
## BOND FUNDING SUMMARY

<b>Proposed Bond Sale*</b>	<b>56,490,000</b>	<b>21,500,000</b>	<b>79,000,000</b>	<b>45,000,000</b>	<b>55,500,000</b>	<b>35,000,000</b>
<b>Current Available Balance</b>	<b>161,456,079</b>	<b>4,244,805</b>	<b>9,244,805</b>	<b>3,791,882</b>	<b>2,657,878</b>	<b>1,137,878</b>
<b>Other Revenue*</b>	<b>82,600,434</b>	<b>17,893,348</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>12,000,000</b>	<b>12,000,000</b>
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020*</b>	<b>FY 2021*</b>	<b>FY 2022*</b>	<b>FY 2023*</b>
Roads	157,274,587	20,895,034	47,383,403	44,210,000	47,300,000	46,000,000
Traffic Signals	2,288,440	1,539,000	1,240,000	1,220,000	1,220,000	1,220,000
Arterial Lighting	1,116,950	1,176,690	1,829,520	704,004	-	-
Parks and Cultural Facilities	56,129,287	10,782,624	12,000,000	-	20,500,000	-
Public Safety	46,399,997	-	32,000,000	-	-	-
	33,092,447	-	-	10,000,000	-	-
<b>Total</b>	<b>296,301,708</b>	<b>34,393,348</b>	<b>94,452,923</b>	<b>56,134,004</b>	<b>69,020,000</b>	<b>47,220,000</b>
Balance Forward with Unissued GO	\$ 4,244,805	\$ 9,244,805	\$ 3,791,882	\$ 2,657,878	\$ 1,137,878	\$ 917,878

<b>Proposed Bond Sale*</b>	<b>15,000,000</b>	<b>15,000,000</b>	<b>15,000,000</b>	<b>15,000,000</b>	<b>30,000,000</b>	<b>20,000,000</b>
<b>Current Available Balance</b>	<b>\$ 46,849,431</b>	<b>\$ 8,378,724</b>	<b>\$ 9,278,724</b>	<b>\$ (15,147)</b>	<b>\$ 144,853</b>	<b>\$ (355,147)</b>
<b>Other Revenue*</b>	<b>5,270,775</b>	<b>10,775,000</b>	<b>10,000,000</b>	<b>5,000,000</b>	<b>10,000,000</b>	<b>-</b>
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020*</b>	<b>FY 2021*</b>	<b>FY 2022*</b>	<b>FY 2023*</b>
Water/Wastewater/Reuse	58,741,482	24,875,000	34,293,871	19,840,000	40,500,000	20,000,000
Balance Forward	\$ 8,378,724	\$ 9,278,724	\$ (15,147)	\$ 144,853	\$ (355,147)	\$ (355,147)

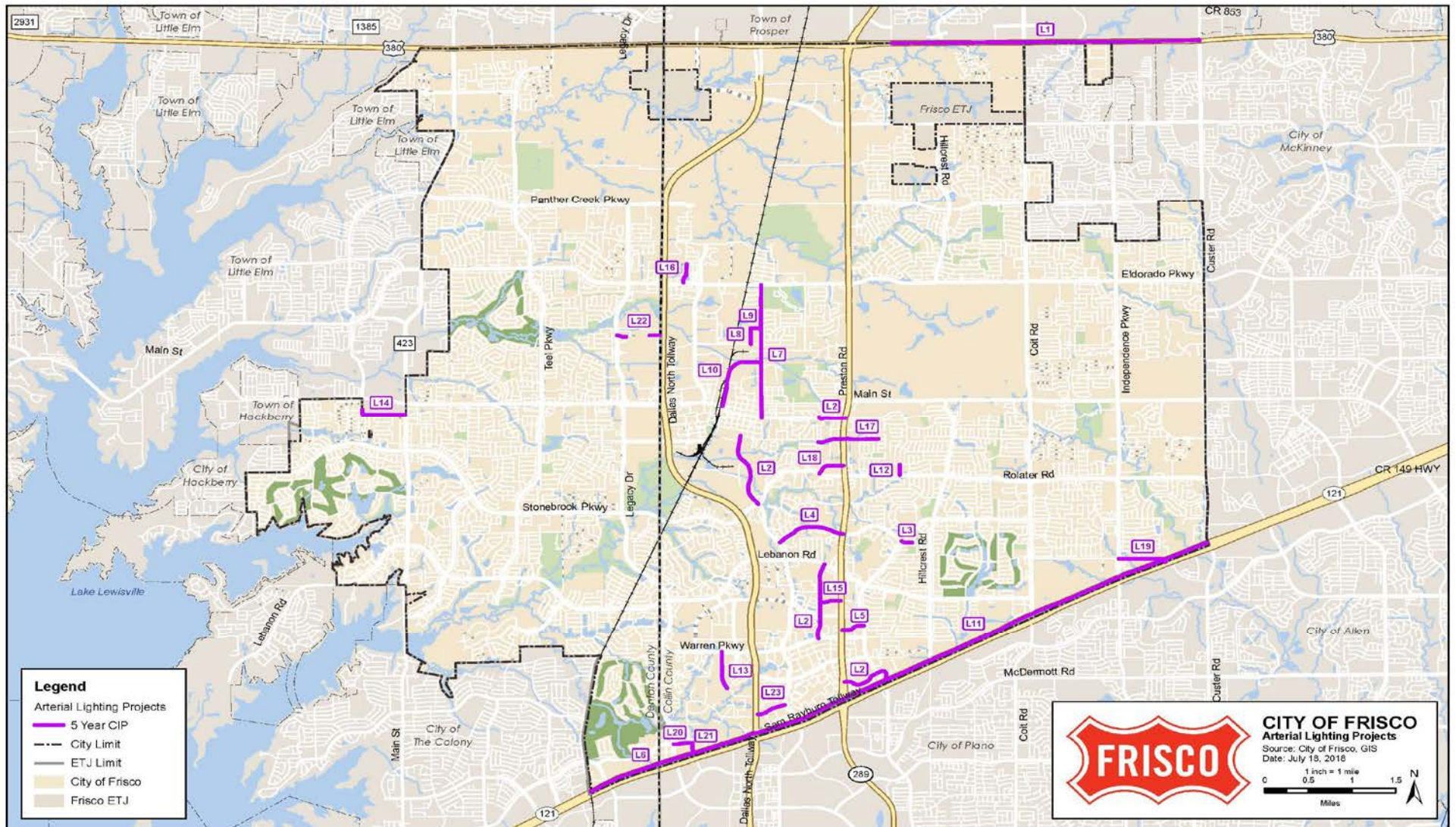
\* Proposed Bond Sale and Other Revenue: The City Council authorized the formation of a bond committee in the summer of 2018 to determine the needs and amounts of various bond propositions to be presented for voter approval at a May 2019 Bond Election. Which, depending on resident approval, would provide funding for FY19 and beyond. Bond sales are proposed each year, but will be evaluated based on market condition, need, pricing, and various factors relevant at the time of the sale. Impact Fees, Developer Contributions, Grants, and other revenue sources will also be used to fund construction.

# LONG RANGE FINANCIAL PLAN MAPS



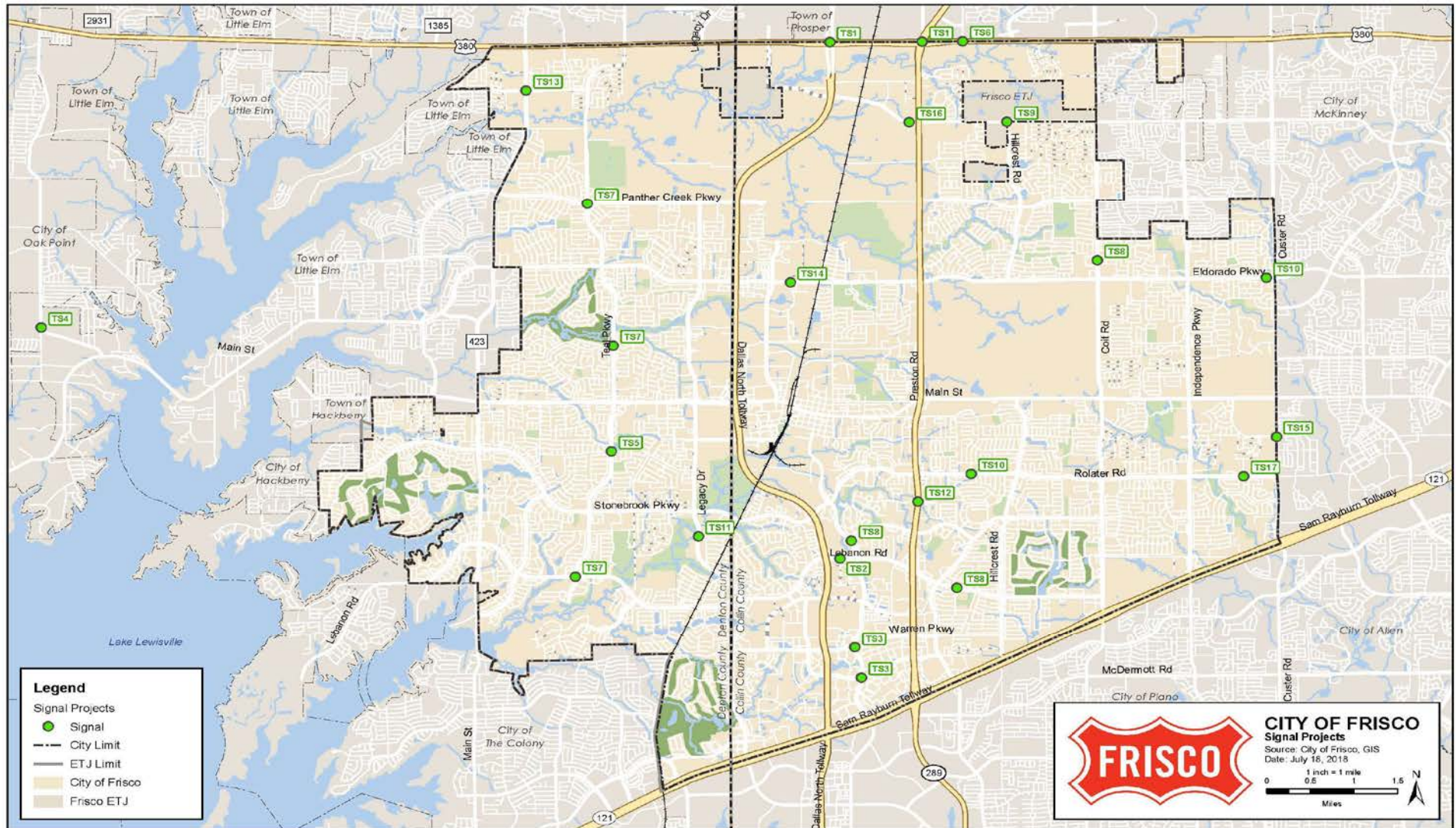


# LONG RANGE FINANCIAL PLAN MAPS

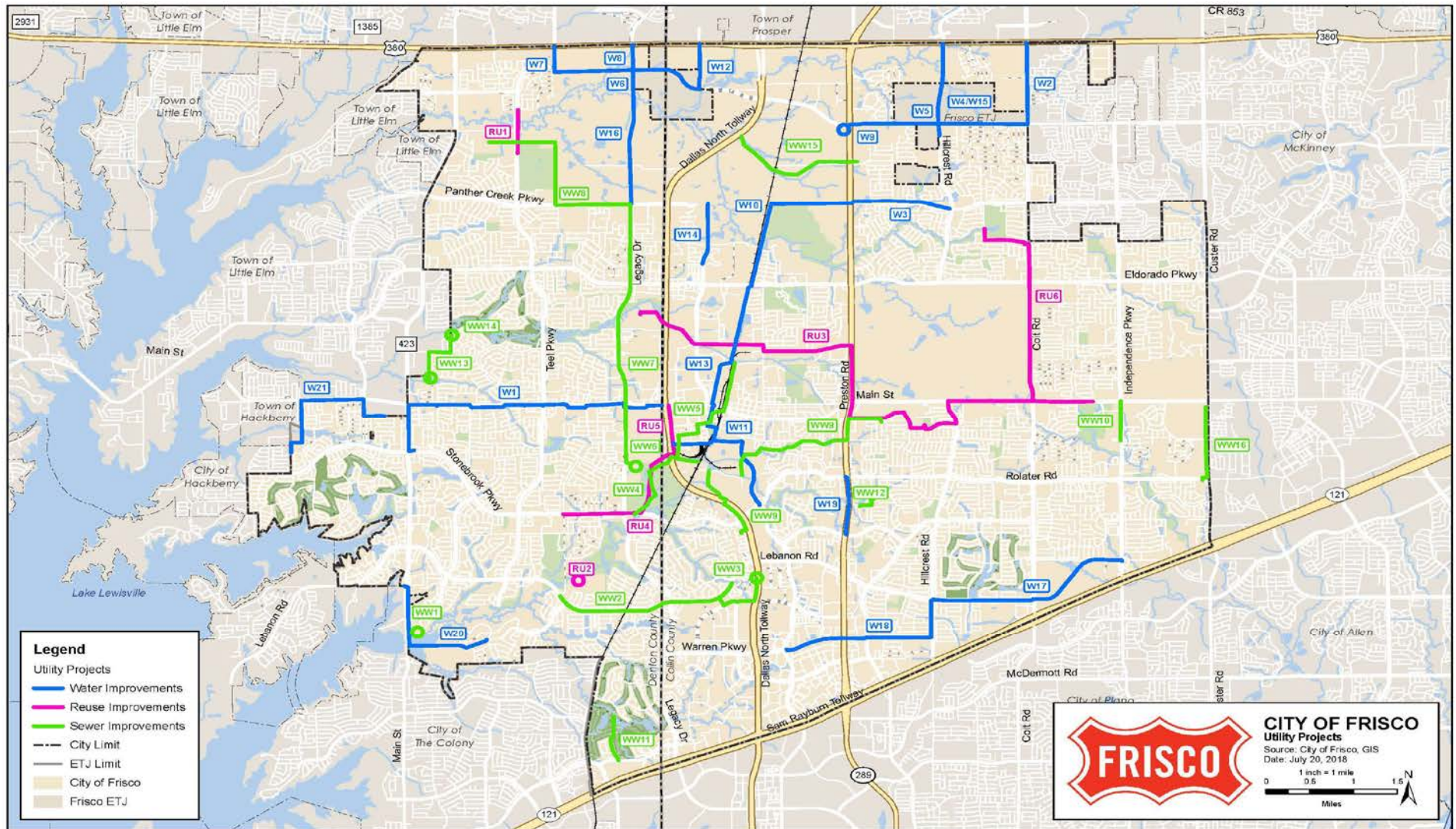




# LONG RANGE FINANCIAL PLAN MAPS







## Water/Wastewater Long-Range Financial Plan

The water/wastewater long range financial plan is prepared with forecast scenario from the annual rate study that is updated each summer.

### Projection Assumptions

Rate increases have been included each year of the five year plan as well as increases in water and sewer related items for maintenance costs, NTMWD, and salary and benefits.

Description	Revised 2018	Proposed 2019	Planned 2020	Planned 2021	Planned 2022	Planned 2023
Beginning Net Position	\$ 39,439,795	\$ 47,089,855	\$ 53,064,951	\$ 58,493,102	\$ 64,290,465	\$ 71,829,421
Water Sales	\$ 56,744,003	\$ 57,570,780	\$ 63,118,389	\$ 69,642,516	\$ 76,633,504	\$ 84,326,697
Sewer Treatment Sales	\$ 36,666,117	\$ 42,518,797	\$ 44,630,093	\$ 47,468,003	\$ 50,815,626	\$ 55,470,007
Other Charges for Services	\$ 1,366,321	\$ 1,199,351	\$ 1,223,338	\$ 1,247,805	\$ 1,272,761	\$ 1,298,216
Water Meter Fees	\$ 1,000,000	\$ 1,000,000	\$ 1,020,000	\$ 1,040,400	\$ 1,061,208	\$ 1,082,432
Engineering Services	\$ 1,930,000	\$ 1,450,000	\$ 1,479,000	\$ 1,508,580	\$ 1,538,752	\$ 1,569,527
Other Revenues	\$ 1,035,000	\$ 770,000	\$ 732,023	\$ 693,885	\$ 655,611	\$ 617,224
Use of Impact Fees for Debt Service	3,319,743	3,345,530	3,345,530	3,345,530	3,345,530	3,345,530
<b>Total Sources of Funds</b>	<b>\$ 102,061,184</b>	<b>\$ 107,854,458</b>	<b>\$ 115,548,373</b>	<b>\$ 124,946,719</b>	<b>\$ 135,322,991</b>	<b>\$ 147,709,633</b>
Utility Billing	\$ 1,795,213	\$ 1,864,509	\$ 1,920,444	\$ 1,978,058	\$ 2,037,399	\$ 2,098,521
Water/Admin/Operations	37,688,004	43,080,198	47,388,218	52,127,040	57,339,744	63,073,718
Sewer	25,554,352	26,207,378	28,828,116	31,710,927	34,882,020	38,370,222
Meters/ROW	6,157,572	6,230,885	6,230,885	6,230,885	6,230,885	6,230,885
GIS/IT/Admin Svcs/Gen Govt	3,215,201	3,339,781	3,439,974	3,543,174	3,649,469	3,758,953
Engineering	3,936,716	4,080,047	4,202,448	4,328,522	4,458,378	4,592,129
Non-Departmental	-	-	-	-	-	-
<b>Total O&amp;M Costs</b>	<b>\$ 78,347,058</b>	<b>\$ 84,802,798</b>	<b>\$ 92,010,086</b>	<b>\$ 99,918,605</b>	<b>\$ 108,597,894</b>	<b>\$ 118,124,428</b>
Debt Service - Existing	\$ 16,060,566	\$ 17,073,064	\$ 16,981,637	\$ 16,977,250	\$ 15,807,642	\$ 15,811,738
Debt Service - Planned	-	-	1,125,000	2,250,000	3,375,000	4,500,000
Debt - Related & Other	3,500	3,500	3,500	3,500	3,500	3,500
Transfer	-	-	-	-	-	-
<b>Non-Operating Costs</b>	<b>\$ 16,064,066</b>	<b>\$ 17,076,564</b>	<b>\$ 18,110,137</b>	<b>\$ 19,230,750</b>	<b>\$ 19,186,142</b>	<b>\$ 20,315,238</b>
<b>Total Uses of Funds</b>	<b>\$ 94,411,124</b>	<b>\$ 101,879,362</b>	<b>\$ 110,120,223</b>	<b>\$ 119,149,355</b>	<b>\$ 127,784,036</b>	<b>\$ 138,439,666</b>
<b>Sources Minus Uses of Funds</b>	<b>\$ 7,650,060</b>	<b>\$ 5,975,096</b>	<b>\$ 5,428,150</b>	<b>\$ 5,797,364</b>	<b>\$ 7,538,955</b>	<b>\$ 9,269,967</b>
Ending Net Position	\$ 47,089,855	\$ 53,064,951	\$ 58,493,102	\$ 64,290,465	\$ 71,829,421	\$ 81,099,387
% of Total Expenditures	49.9%	52.1%	53.1%	54.0%	56.2%	58.6%
Days of Working Capital	168	180	185	188	194	200

## CAPITAL PROJECTS SUMMARY

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All purchased capital assets are valued at cost where historical records are available or at an estimated cost where no historical records exist. The City defines capital asset as property, plant, equipment, and infrastructure with an initial individual cost of \$5,000 or more and an estimated useful life greater than one year. Outlays for capital assets and improvements are capitalized as the projects are completed. The costs of normal maintenance and repairs that do not materially add to the value of the asset or significantly extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related assets, as applicable.

The Capital Projects Fund Summary section provides brief descriptions of some of the major projects that will be in progress during FY 2018 - 2019 and a discussion of the relationship between the capital budget and the operating budget. A list of the proposed projects in the current plan and related funding sources can be found on the pages following this summary.

### Highlights:

#### Roads -

Town & Country Rebuild (Spring Creek Parkway to Legacy)(Project 16101): Reconstruct existing roadway and widen to 4 lanes. Construction is expected to begin in the 4th Quarter of 2018. Estimated project cost is \$3.7 million.

Rockhill Parkway (Mahard Parkway to Teel Parkway) (Project 18137): Construction of new 4 lane roadway. The project also includes the installation of a 24" water line. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$21.3 million.

Legacy Drive (Rockhill Parkway to US 380) (Project 18139): Construction of new 4 lane roadway. The project also includes the installation of a 16" water line. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$4.6 million.

Teel Parkway (Rockhill Parkway to US 380) (Project 18138): Construction of new 4 lane roadway. The project also includes the installation of a 16" water line. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$2.6 million.

Mahard Parkway (Rockhill Parkway to US 380) (Project 13136): Construction of new 6 lane roadway. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$4.2 million.

Legacy Drive (SH 121 to Warren Parkway): Evaluation of options and design of reconstruction, and possible widening, of Legacy Drive. Design is expected to begin in the 1st Quarter of 2019 after a traffic study of the SRT is completed by NTTA and public meetings are held. As evaluation of options is ongoing, no construction estimate is known at this time.

Dallas Parkway (Lebanon Road to Panther Creek Parkway) (Project 14130/18120): Widening of the frontage roads to three lanes in each direction and intersection improvements along the Dallas Parkway corridor. Construction, partially funded by TxDOT and Collin County, is expected to begin in the 3rd Quarter of 2019. Estimated project cost is approximately \$7.9 million.

Independence Parkway (SH 121 to Main Street) (Project 18140): Widening the existing roadway from four lanes to six lanes by constructing new lanes in the median. Design is expected to begin in the 4th Quarter of 2018. Estimated project cost is approximately \$6.4 million.

## CAPITAL PROJECTS SUMMARY

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Coit Road (SH 121 to Main Street) (Project 18111): Widening the existing roadway from four lanes to six lanes by constructing new lanes in the median. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is approximately \$6.4 million.

Ohio Roundabout @ Gaylord Parkway (Project 18124): Construction of a roundabout at the intersection of Ohio Drive and Gaylord Parkway to replace the existing All-Way Stop. Construction, is expected to begin in the 3rd Quarter of 2019. An evaluation of lower cost alternatives than reconstruction is underway. No project estimate has been determined at this time.

Main Street (Project 09124): Widen existing roadway from four lanes to six lanes by constructing new lanes in the median. The project includes the installation of a 30" water line and a Brazos Electric duct bank in the median. Construction began in October 2017 with an estimated construction cost of \$30 million.

### Facilities -

Fire Facilities and Equipment - In the May 2015 Bond Election, residents approved \$40,000,000 for the purpose of constructing, improving, and equipping public safety facilities, and acquiring warning sirens, fire trucks, and land in the interest of such projects. \$11,490,000 was issued in FY18 to include design/construction of Station #10, the design for renovations to Station #2 and purchasing a replacement squad, truck and medics (3) for various stations.

Public Safety Training Center, Phase 1 - Construction of a four story drill tower and burn facility with a 300 x 600 foot concrete driving skills pad, trench rescue training area, vehicle extrication training area, car fire training area, outdoor pavilion and indoor classroom. Construction is expected to complete in the Spring of 2019.

Fire Station #9 - Construction of approximately 14,000 square foot building with 3 apparatus bays and 12 individual bedrooms. Construction is expected to complete in the Spring of 2019.

City Hall/Library Expansion/Court - A feasibility study was conducted to assess the Library renovation. Several options were presented at the 2018 Summer Worksession. The recommended option included moving forward with the renovation of the Beal Building to include 2 floors for a total of approximately 145,500 square feet of Library space. Additionally, funding will be needed to address the City Hall and Municipal Court renovations and construction as well. Options and funding will be considered in the upcoming 2019 Bond Committee Presentation.

Public Works Facility Expansion - Expansion of the Public Works Facility is expected to be considered in the upcoming FY 2019 Bond Committee Presentations.

The Grove (Project 15139): In the May 2015 Bond Election, residents approved \$9,000,000 for the purpose of constructing and equipping an Adult Activity Center. Staff continues to work with the Open Space Master Plan consultant to finalize needs for the senior adult population. The FY15 bond sale included \$9 million for this project. This funding will construct a 30,000 square foot facility which can be expanded in the future, if needed. Additional funding from Park Dedication fees will be appropriated for this project. Construction began summer of 2018.

### Parks -

Various Trails - Numerous trails are underway that will connect schools to neighborhood parks to roadways throughout the City. The City's dedicated bikeways include designated bike routes, multi-use paths and an off-road soft surface biking trail. We continue to work closely with developers, to ensure future trail alignment with residential growth, as outlined in the Hike and Bike Master Plan.

## CAPITAL PROJECTS SUMMARY

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Grand Park (Project 05138): 275 acre regional park located along and west of the North Dallas Tollway; along and East of Legacy Parkway and North of Stonebrook Parkway. Staff continues to work with the consultant to address questions from the Corp of Engineers for the permitting of the water elements for the Park. It was anticipated in 2015 the costs to construct Phase 1 at an estimated \$35.5 million. However with construction costs escalating and changes in the lake design, we anticipate costs to increase. This project continues to wait on the permit from the Corp of Engineers and finalization of the Exide cleanup.

Dominion Trails (Project 12112): This project provides for the development of approximately 1.4 miles of trail found within the Dominion at Panther Creek development and will ultimately connect westward into the Latera subdivision. Connection between Panther Creek from Hillcrest Road and Preston Road. Construction is anticipated to begin in 2018.

First Street Park – This reinvestment of the 1.4-acre park along First Street will include a parking lot, walking trail, lighted pavilion, playground equipment, work out stations, outdoor seating, water fountain, barbecue grills, enhanced landscape, a monument sign and lighting improvements. Construction is expected to begin spring of 2019.

Community Garden at Frisco Commons – The Community Garden, currently located at First Street Park, will be moved to Frisco Commons adjacent to The Grove. This project will help expand food plots and production needed for Frisco Family Services. It will provide more residents with an opportunity to grow food in a Community Garden setting. The Garden will have food plots, a shade pavilion, demonstration garden, educational plots, water conservation education, pollinator gardens, walking paths, and seating.

Hackberry Knoll - This 13.35-acre park is located at the corner of Fall Harvest Drive and Labrador Run Drive in the Greyhawk Neighborhood. The neighborhood park improvements will entail aesthetic improvements, a shade structure, children's playground, multi-use court, walking trails, and landscape improvements. The park master plan will be completed in the fall of 2018, and construction is anticipated to begin in the spring of 2019.

Brinkman Park Land - The City, EDC, and CDC purchased 390 acres of which approximately 240 will be devoted to sports field development and 150 will be appropriated with our partnership with the University of North Texas. The sports field acreage substantially meets the needs for the City as identified in our Master Plan through buildout.

### Stormwater -

Vial Lake Dam Improvements at Warren Sports Complex (Project 15119): The project to rehabilitate the existing dam will complete design and begin construction in FY 19. The project budget is \$1.2 million. Half of the project will be funded by the Parks Department with the other half of the funding coming from Stormwater Funds.

Cottonwood Creek erosion repair at Powderhorn Lane - Construct bank armoring to protect the retaining wall and roadway. Total project budget is \$425,000 and is expected to be completed during FY 2019.

### Water -

Stonebrook/Cotton Gin 20/24" Waterline/Transfer Valve: This project consists of a 24-inch water line connecting to the existing 36-inch water line on Stonebrook Parkway continuing along 5th Street to Eubanks Street then running west along Cotton Gin Road to the DNT, and a transfer valve at DNT and Cotton Gin Road. This project will supply the proposed transfer valve and provide additional transmission capacity and looping within the Upper Pressure Plane. Estimated project cost is \$3.4 million. Design is expected to begin in the 2nd Quarter of 2019.



## CAPITAL PROJECTS SUMMARY

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Preston/Rockhill Elevated Storage Tank (EST): The proposed 2.5 MG EST will be located near the intersection of Preston Road and Rockhill Parkway and will provide the required storage to meet peak demands and fire protection in the north east area of the City. Estimated project cost is \$5.4 million. Design is expected to begin in the 4th Quarter of 2018. This project is located on property owned by the Community Development Corporation.

### Wastewater -

Legacy Lift Station and Force Main: Construction of a new wastewater lift station near Legacy Drive at Cottonwood Creek, to serve new developments along Dallas Parkway near Main Street. A 30" and 24" force main line from the lift station, along Legacy Drive and Panther Creek Parkway to the Panther Creek Wastewater Treatment Plant will also be constructed. Construction is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$22.5 million.

Stewart Creek North Interceptor (Phase 4 & 5): Upsizing of existing wastewater lines along two branches of Stewart Creek. One runs near the Dallas North Tollway between Stonebrook Parkway and the Railroad and the second runs near Hickory from the Railroad to Preston Road. The proposed improvements will provide additional capacity to convey wastewater flows which are approaching the capacity of the existing wastewater lines. Design is expected to begin in the 4th Quarter of 2018. Estimated project cost is \$7.9 million.

Panther Creek Interceptor Extension (Phase 2): An extension of the Panther Creek Interceptor will extend an 18" and 21" Interceptor, along Panther Creek, from the Dallas North Tollway to Preston Road. The interceptor will serve the area west of Preston Road between Panther Creek Parkway and Rockhill Parkway. The proposed improvements will provide capacity to convey projected future wastewater flows. Design is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$3.6 million.

Trail Lift Station Decommission and Interceptor: Upon completion of the Legacy Lift Station and Force Main, the trails lift station will not be needed to pump wastewater to Panther Creek Wastewater Treatment Plant. The wet well at the Trails Lift Station is too small and causes maintenance problems. The Lift Station will be decommissioned and a gravity wastewater line will be constructed from the Trails Lift Station to Fairways Lift Station. Design will begin in the 3rd Quarter of 2019. Estimated project cost is \$4.8 million.

Fairways Lift Station Pump Improvements: Once the Trails Lift Station is decommissioned and the wastewater is flowing by gravity to the Fairways Lift Station, pump upgrades at the Fairways Lift Station will be necessary. Design of the pump upgrade is expected to begin in the 3rd Quarter of 2019. Estimated project cost is \$900,000.

### Reuse -

Reuse Storage Tank at Stewart Creek Wastewater Treatment Plant (Project 15604): Design of a new ground storage tank and pumping facility located at the treatment plant site will begin in the 4th Quarter of 2018. The proposed improvements will allow the City to store peak daytime effluent flows from the Stewart Creek Wastewater Treatment Plant and increase the reuse supply available during peak demands projected in the future. Estimated project cost is \$10 million.

24" Upper Reuse Line (Phase 1): 24" Reuse line which will provide reuse water to Warren Sports Complex and Frisco Commons Park. Design will begin in the 4th Quarter of 2018. Estimated project cost is \$5.5 million.



## CAPITAL PROJECTS SUMMARY

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### Frisco Community Development Corporation -

Northwest Community Park, Phase I - The Frisco Community Development Corporation is funding a total of \$1 million for the design of the Northwest Community Park. The park consists of approximately 168.7 acres and is located just North of Panther Creek Parkway and Teel Parkway.

Property Acquisition - We continue to work with Exide to move forward and complete the purchase of approximately 85 acres of park land.

Water/sewer/detention infrastructure costs of \$1.96 million have been projected for the relocation of concrete batch plants from current sites within the City to land owned by the Frisco Community Development Corporation.

The Frisco Community Development Corporation has estimated \$750,000 for relocation costs of a communication tower. The tower is currently located on land owned by the Frisco Community Development Corporation and will be located on another site of the same land tract.

Northeast Community Park, Phase II Design, will be funded for \$1.2 million by the Frisco Community Development Corporation. This is a 74 acre Community Park, and Phase II will include additional multi-sport athletics fields, tennis courts, volleyball courts, basketball courts and a splash pad

The Frisco Community Development Corporation is funding \$5 million for a Reuse Waterline to Warren Sports Complex. The system will connect Bacchus Park and Warren Park and will assist in alleviating current issues from using wells for water at these parks.

Sonntag Hike and Bike Trail will provide an off-street connection from the USACE 1135 Eco Restoration project to B.F. Phillips Community Park through Stewart Creek to future Grand Park. This hike and bike trail will be the longest continuous off-street hike and bike trail in Frisco's park system. The Frisco Community Development Corporation is providing funding of \$2 million for this project.

### **Impact of CIP on Operating Budget:**

The City Council supports capital needs through several of the Strategic Focus Areas, by committing to fund capital needs from fund balance to promote the Long Term Financial Health of the City, ensuring the Public Health and Safety by fulfilling Department software needs and replacing or purchasing needed equipment, by investing in the Community Infrastructures including repair of buildings, roads, sidewalks, and medians. The Leisure and Culture Strategic Focus Area is supported with the increased funding of Library books and materials to maintain accreditation status and continued funding for parks and open spaces. These various programs impact the General Fund operating budget each year through the replacement of or purchase of capital items as detailed through funded and unfunded requests on the Capital, Supplemental, and Program Expenditure pages of this budget document.

For FY 2019, the General Fund and Utility Fund operating budgets will support continuation and supplemental capital items:

#### **Personnel:**

With the planned completion of Fire Station #9 in FY 2018, 9 personnel and their salary and operations costs are included in the FY 2019 Proposed Budget at an approximate cost of just over \$1 million.

#### **Operations:**

Street repair costs in the FY2019 budget include \$750,000 for Phase 1 of a joint and seal replacement project. A generator and repairs at the Frisco Lakes Lift Station of just under \$1 million are included in the Utility Fund appropriations. Additionally, we continue to expand the reuse water system which should allow a cost effective means of securing irrigation for our park sites.

**CITY OF FRISCO  
CAPITAL PROJECTS FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 172,693,537	\$ 23,954,497	\$ 161,456,079	\$ 4,244,804
Receipts:				
Intergovernmental	95,319	-	29,804,275	-
Contributions	11,708,708	-	1,584,868	-
Interest Income	1,442,569	-	1,800,000	-
Interfund Transfers - General Fund	100,000	-	30,000	-
Interfund Transfers - Other Funds	9,339,413	710,000	22,774,793	13,593,348
Interfund Transfers - Component Units	12,415,807	4,345,700	27,029,577	4,300,000
Bond Funds	49,601,889	24,000,000	56,490,000	21,500,000
Miscellaneous	25,437	-	-	-
<b>Total Revenue</b>	<b>84,729,142</b>	<b>29,055,700</b>	<b>139,513,513</b>	<b>39,393,348</b>
<b>Funds Available</b>	<b>257,422,679</b>	<b>53,010,197</b>	<b>300,969,592</b>	<b>43,638,152</b>
Deductions:				
Capital Project Expenditures	95,318,857	28,995,700	296,301,708	34,393,348
Interest & Fiscal Charges	632,324	-	-	-
Interfund Transfers - Other Funds	15,419	-	423,080	-
<b>Total Deductions</b>	<b>95,966,600</b>	<b>28,995,700</b>	<b>296,724,788</b>	<b>34,393,348</b>
<b>Fund Balance, Ending</b>	<b>\$ 161,456,079</b>	<b>\$ 24,014,497</b>	<b>\$ 4,244,804</b>	<b>\$ 9,244,804</b>

The residents of the City of Frisco approved \$267,825,000 of General Obligation voter authorized bonds at the May 2015 election. The City sold \$56,490,000 in June 2018 for various Road and Public Safety Construction Projects. The City Council authorized the formation of a bond committee in the summer of 2018 to determine the needs and amounts of various bond propositions to be presented for voter approval at a May 2019 Bond Election. Which, depending on resident approval, would provide funding for FY19 and beyond. Bond sales are included in the proposed FY19, but will be evaluated based on market condition, need, pricing, and various factors relevant at the time of the sale.

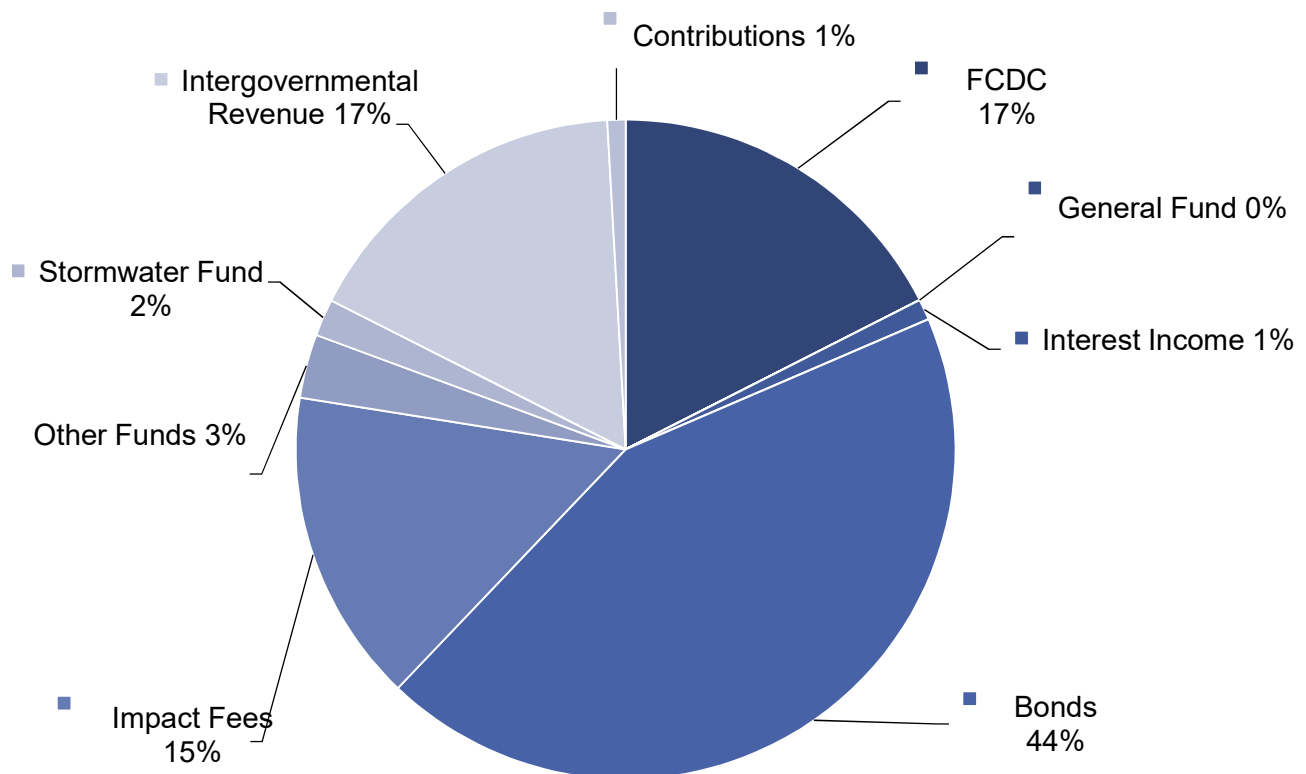
Intergovernmental revenue in FY18-FY19 includes: approximately \$17 million from Collin County, \$12.8 million from the North Central Texas Council of Governments (COG), TxDOT and intergovernmental agencies. Contributions from developers is approximately \$1.5 million. The transfers-in include \$30,000 from the General Fund, a combination of \$35.5 million from the Park Dedication, Stormwater, Impact Fee, and Grant Funds, and \$31.3 million from the FCDC.

A list of the proposed and on-going projects for Fiscal Years 2018-2019 can be found on the pages following this summary.

## FY 2019 CAPITAL PROJECTS SOURCE OF FUNDS

Source	Actual FY17	Original FY18	Revised FY18	Proposed FY19
Intergovernmental Revenue	95,319	-	29,804,275	
Contribution/Developer(s)	11,708,708	-	1,584,868	-
Bond Sale	49,601,889	24,000,000	56,490,000	21,500,000
Frisco Community Development Corp. (FCDC)	12,415,807	4,345,700	27,029,577	4,300,000
Interfund Transfer - General Fund	100,000	-	30,000	-
Interfund Transfer - Park Dedication Fees	-	-	3,000,000	4,500,000
Interfund Transfer - Thoroughfare Impact Fees	-	-	15,030,362	5,000,000
Interfund Transfer - Stormwater Fund	-	-	2,859,171	390,000
Interfund Transfer - Other Funds	9,339,413	710,000	1,885,260	3,703,348
Interest and Miscellaneous Income	1,468,006	-	1,800,000	-
<b>TOTALS</b>	<b>84,729,142</b>	<b>29,055,700</b>	<b>139,513,513</b>	<b>39,393,348</b>

FY18 - FY19 Capital Projects Source of Funds



**CAPITAL PROJECTS FUND SCHEDULE OF PROJECTS**  
**FY 2018-2019**

PROJECT DESCRIPTION	TOTAL BUDGET	ACTUAL PY SPENT TO DATE	ORIGINAL FY 2018	REVISED FY 2018	PROPOSED FY 2019
* ASL = Arterial Street Lights, DT = Downtown, DNT = Dallas North Tollway, NTTA = North Texas Tollroad Authority, TS = Traffic Signal, TSR = Traffic Signal Retiming					
<b>ARTERIAL STREET LIGHTING</b>					
19112 ASL - Clarence All Stars to Dena	49,500	-	-	49,500	-
19113 ASL - Dena Clarence to North County	27,000	-	-	27,000	-
19114 ASL - First Street - Main to North County	207,500	-	-	207,500	-
19111 ASL - North County Main to Eldorado	110,000	-	-	110,000	-
19109 ASL - Prestmont Place	63,030	-	-	63,030	-
19110 ASL - SH 121 WB Service Road	500,000	-	-	500,000	-
17119 ASL - US 380 - Lovers at Coit	175,000	-	-	175,000	-
18119 ASL - US 380 - Lovers to Custer	961,950	-	-	961,950	-
14111 ASL - Wade Blvd (Ohio to Revendell)	29,260	-	-	29,260	-
14112 ASL - Wade Blvd (Parkwood to Preston)	190,400	-	-	190,400	-
14109 Roadway Illumination Phase 4	776,750	-	-	776,750	-
<b>INTELLIGENT TRAFFIC SYSTEMS AND SIGNAL TIMING</b>					
15101 Blue Tooth Traffic Data Collection	19,000	-	-	19,000	-
15135 ITS - Equipment Upgrades	329,334	245,920	-	83,414	-
18121 ITS - Equipment Upgrades FY18	250,000	-	-	250,000	-
17110 ITS - ITS on Light Poles	44,450	30,960	-	13,490	-
14105 ITS - PTZ Cameras (SH 121 6 Locations) (Other 10	30,000	-	-	30,000	-
15131 ITS Automated Performance Measures	120,000	-	-	120,000	-
19119 ITS - Detection Equipment	865,150	-	-	865,150	-
19120 ITS - Communication Network Equipment	357,000	-	-	357,000	-
<b>TRAFFIC SIGNALS</b>					
17107 Signal Controller and Detection	1,876,608	239,386	-	1,637,222	-
19116 TS - Custer at The Grove	170,000	-	-	170,000	-
09112 TS - Designs for FM 3537 Signal Reconstruction	171,527	164,909	-	6,618	-
17109 TS - Eldorado at Grayhawk	196,500	175,350	-	21,150	-
19115 TS - Eldorado at Research	170,000	-	-	170,000	-
19108 TS - FM 423 at Rockhill	320,000	-	-	320,000	-
14103 TS - Gaylord at Avenue of the Stars	617,333	167,465	-	449,868	-
16102 TS - Lebanon at Forum	67,036	62,008	-	5,028	-
15108 TS - Legacy at Cotton Gin	1,948,078	1,219,083	-	728,995	-
18126 TS - Legacy Drive at Academy	30,000	-	-	30,000	-
17105 TS - Legacy/Veneto & Stonebrook/4th	1,416,850	159,237	-	1,257,613	-
17104 TS - Parkwood at Gaylord & Warren	1,417,833	104,512	-	1,313,321	-
15127 TS - Preston at Preston Vineyards	320,000	-	-	320,000	-
19117 TS - Rockhill at Fire Station #9	320,000	-	-	320,000	-
18113 TS - Rockhill at Hillcrest	250,000	-	-	250,000	-
18114 TS - Rolater at Kings Ridge, Eldorado at Kroger	675,200	-	-	675,200	-
17117 TS - Teel at High Shoals	625,000	14,750	-	610,250	-
18104 TS - Teel at Lebanon, The Trails, and Panther Creek	125,000	-	-	125,000	-
17103 TS - US 380 at Windsong/Hollyhock	149,785	148,016	-	1,769	-
15107 TS - US 380 West Signal Upgrade	121,200	96,116	-	25,084	-
18112 TS - Wade at Parkwood/Lebanon at Colby/Coit at Hay River	755,130	-	-	755,130	-
17102 TS - Warren at John Hickman	41,718	33,989	-	7,729	-
05162 TS - Warren-DNT Intersection Improvements	1,004,353	722,987	-	281,366	-
17116 FM720 at Hill Lane Signal	75,000	9,520	-	65,480	-
17115 Little Elm Signal System Upgrades	150,000	9,520	-	140,480	-
<b>ROADS</b>					
11115 4th Army	2,249,856	1,858,182	-	391,674	-
16101 4th Army	8,905,050	2,895,301	-	6,009,749	-
18117 Annual Sidewalk FY 18	578,003	-	-	578,003	-
16107 Annual Sidewalks	672,995	672,245	-	750	-
17111 Annual Sidewalks FY17	801,252	260,458	-	540,794	-
19121 Annual Sidewalks FY19	600,000	-	-	600,000	-
09141 Coit Road (Rockhill to US 380)	4,478,087	436,288	-	4,041,799	-
18111 Coit Road (SH 121 to Main Street)	6,407,157	-	-	6,407,157	-
19118 Custer Creek Farm Street Reconstruction	5,000,000	-	-	500,000	4,500,000
18120 Dallas Parkway 3rd Lane (Eldorado to Panther Creek)	2,377,687	-	-	2,377,687	-
14130 Dallas Parkway NB & 3rd Lane (Lebanon to Eldorado)	5,457,313	-	-	5,457,313	-
14129 Dallas Parkway NB & 3rd Lane (Warren to Lebanon)	3,905,497	3,535,922	-	369,575	-
19102 Dallas Parkway NB & SB 3rd Lane	200,000	-	-	200,000	-
15129 DNT (121-Lebanon) Phase 2	5,257,431	134,373	-	5,123,058	-
17108 Eldorado Parkway Bridge at BNSF	1,168,600	68,600	-	1,100,000	-
15140 Fire Station #9	890,000	367,133	-	522,867	-
18115 Hillcrest Connection at Rockhill	460,000	-	-	460,000	-
17604 Impact Fee Study	106,400	15,600	-	90,800	-
18140 Independence Parkway (SH 121 to Main)	800,000	-	-	800,000	-
14134 John Hickman (DNT to Parkwood)	1,831,000	-	-	1,831,000	-
18122 John Hickman (Parkwood to Preston)	1,680,000	-	-	1,680,000	-
08136 Lebanon at DNT Intersection Improvements	1,866,718	1,529,520	-	337,198	-
15608 Lebanon Lift Station	322,130	272,196	-	49,934	-
14136 Lebanon Road (Legacy to 4th Army)	2,783,682	-	-	2,783,682	-
18123 Lebanon Road (Parkwood to Ohio)	250,000	-	-	250,000	-
15118 Legacy Drive (121-Warren)	14,142,770	344,731	-	13,798,039	-
18116 Legacy Drive (BNSF to Allen Elementary)	1,187,036	-	-	1,187,036	-
18139 Legacy Drive (Rockhill to US 380)	3,900,000	-	-	3,900,000	-

**CAPITAL PROJECTS FUND SCHEDULE OF PROJECTS**  
**FY 2018-2019**

PROJECT DESCRIPTION	TOTAL BUDGET	ACTUAL PY SPENT TO DATE	ORIGINAL FY 2018	REVISED FY 2018	PROPOSED FY 2019
181xx Luminant	-	-	2,000,000	-	-
13136 Mahard Parkway/CR 26 (Rockhill to US 380)	4,400,284	363,888	-	4,036,396	-
09124 Main Street	25,913,598	1,801,819	-	24,111,779	-
13141 Miscellaneous Intersection Improvements	3,750,000	116,397	-	3,633,603	-
17106 Miscellaneous Median Projects	1,800,000	30,390	-	1,769,610	-
16110 Panther Creek Parkway	4,400,000	386,016	-	4,013,984	-
19101 Panther Creek Parkway (DNT to Preston)	2,000,000	-	-	2,000,000	-
11113 Preston Road Intersection Improvements	4,783,980	789,330	-	773,926	3,220,724
181xx Roadway Projects (FY18 Bonds)	-	-	20,000,000	-	-
191xx Roadway Projects (FY19 Bonds)	15,500,000	-	-	-	15,500,000
18128 Rockhill Parkway (FM 423 to Hollyhock)	30,365	-	-	30,365	-
18137 Rockhill Parkway (Teel to Mahard)	16,650,000	-	-	16,650,000	-
16109 Rockhill Parkway (Preston to Coit)	11,985,594	598,915	-	11,386,679	-
09115 Rockhill Parkway (CR 26 to DNT)	7,614,324	7,613,127	-	1,197	-
08126 Rockhill Parkway (DNT to Preston)	18,258,105	18,242,710	-	15,395	-
18125 Roundabout (Frisco Street at Tech, SV, All Star, Research)	480,000	-	-	480,000	-
18124 Roundabout (Ohio at Gaylord)	2,200,000	-	-	2,200,000	-
13139 Roundabout Warren at Ohio	2,355,000	290,588	-	2,064,412	-
18106 Sh 121 at Ohio	125,702	-	-	125,702	-
17602 Stewart Creek Interceptor SC5-26	1,700,162	-	-	1,700,162	-
18138 Teel Parkway (Rockhill to US 380)	2,000,000	-	-	2,000,000	-
16111 Town and Country	3,700,000	187,144	-	3,512,856	-
13145 US 380 (CR26 to Coit Road)	1,396,527	349,730	-	1,046,797	-
12602 West Rowlett Creek WW Main (Storm System)	281,000	226,860	-	54,140	-
19103 Westridge Blvd (Memory to Custer)	100,000	-	-	100,000	-
15123 Cottonwood Branch Utility Project (Fairways FM)	693,000	565,955	-	127,045	-
19104 Cottonwood Creek Erosion Repair at Powderhorn	390,000	-	-	-	390,000
15121 Legacy Christian Stewart Creek Erosion	1,690,000	674,606	-	1,015,394	-
18105 Taychas Trail, Drainage	300,000	-	-	300,000	-
15122 The Trails Erosion	513,510	53,376	-	460,134	-
15119 Vial Lake (Warren Park) Dam Improvements	1,272,000	105,461	650,000	1,166,539	-
<b>FACILITIES</b>					
12110 FAC Outdoor Master Plan and Expansion	7,338,871	7,309,104	-	29,767	-
13149 Police Headquarters Garage	1,500,000	179,444	-	1,320,556	-
15110 Dr Pepper Ballpark Renovations	6,050,527	5,713,080	145,700	337,447	-
15130 City Hall / Library / Court Expansion	5,000,000	4,053	-	4,995,947	-
15133 Fleet Warehouse	4,575,000	4,355,211	-	219,789	-
15139 The Grove - Adult Activity Center	11,456,890	432,413	-	11,024,477	-
15140 Fire Station #9 (Land)	7,462,164	742,296	-	6,719,868	-
15141 Old Central Fire Station Renovation	2,517,413	2,049,954	-	467,459	-
15142 Fire Station #3 Renovation	2,914,111	2,254,490	-	659,621	-
15143 Truck for Station #8 New	1,773,264	1,494,486	-	278,778	-
15145 Rescue #1 Replacement	1,500,000	1,466,525	-	33,475	-
16105 Soccer Complex	39,001,500	15,097,560	-	23,903,940	-
16108 P&R Expansion Walnut/Moore Street	2,055,000	63,374	-	1,991,626	-
16114 Training Center (including land)	10,001,167	2,150,825	1,266,589	7,850,342	-
16115 OWS Siren Expansion	614,783	-	-	614,783	-
16116 EOC Technology Upgrades	350,000	-	-	350,000	-
17112 Point of Capture System Station #4	40,540	35,900	-	4,640	-
17113 Central Fire Administration Remodel	120,019	-	-	120,019	-
18101 2018 Engine Builds	2,903,698	-	-	2,903,698	-
18107 Ambulance(s)	1,548,000	-	-	1,548,000	-
18129 Point of Capture System Installation	226,736	-	-	226,736	-
191xx Fire Station #10	7,836,000	-	-	7,836,000	-
18131 Replacement Truck #3	1,627,028	-	-	1,627,028	-
18132 Medic 5, 6, and 8	1,076,000	-	-	1,076,000	-
18133 Squad 2	276,000	-	-	276,000	-
16133 Fleet Warehouse Inventory	500,000	143,552	-	356,448	-
151xx Fire New and Replacement Equipment	-	-	2,733,411	-	-
18102 Police Property Room Expansion	220,000	-	-	220,000	-
18135 Fire Station #2 Remodel	500,000	-	-	500,000	-
18118 Performing Arts Center	2,000,000	-	-	2,000,000	-
<b>PARKS</b>					
07133 Hike and Bike Master Plan	109,040	100,939	-	8,101	-
08149 Ruff Range (Dog Park)	1,442,027	1,019,809	-	422,218	-
10111 Preston Road Off Street H&B Trail (Hickory to Wade)	261,667	249,404	-	12,263	-
10112 Cottonwood Creek Hike & Bike Trail Section A-3	959,518	941,447	-	18,071	-
11118 Pearson Park	2,000,000	60,144	-	1,939,856	-
12101 Cottonwood Linear Creek Park A-2	2,608,530	2,467,607	-	140,923	-
12103 Water Well at Warren, Bacchus, & Commons	1,915,000	1,900,205	-	14,795	-
12112 Dominion Trail	2,500,000	202,225	-	2,297,775	-
13126 Bacchus Phase IV, Fields	11,333,870	11,269,444	-	64,426	-
13128 Newman Village Neighborhood Park	1,525,000	1,431,014	-	93,986	-
14119 Northeast Community Park (including Skateboard Park)	18,986,038	16,979,993	-	2,006,045	-
19105 Northeast Community Park, Phase 2, Design	1,300,000	-	-	-	1,300,000
14121 Hackberry Knoll Park (Grayhawk Park II)	2,500,000	2,939	-	2,497,061	-
14122 Wranglers Range Park - (Timber Ridge Park)	1,748,007	1,191,209	-	556,798	-

**CAPITAL PROJECTS FUND SCHEDULE OF PROJECTS**  
**FY 2018-2019**

	PROJECT DESCRIPTION	TOTAL BUDGET	ACTUAL PY SPENT TO DATE	ORIGINAL FY 2018	REVISED FY 2018	PROPOSED FY 2019
15111	Preston Ridge NP Reinvestment	549,053	417,074		131,979	
15112	Bicentennial NP Reinvestment	609,819	34,721		575,098	
15134	Main Street Off Street Trail (Preston to Custer Creek)	1,500,000	-	-	1,500,000	-
16104	Plum Creek Park Site	1,435,000	676,277	-	758,723	-
16112	Bacchus Treehouse	500,000	4,710	1,200,000	495,290	-
16117	NW Community Park, Phase 1, Design	1,000,000	-	1,000,000	-	1,000,000
17101	Warren Sports Complex Reinvestment and Decel Lane	2,500,000	-	-	2,500,000	-
19106	Sonntag Hike & Bike Trail	3,500,000	-	-	-	3,500,000
17118	Freedom Meadows	75,000	3,337	-	71,663	-
18105	Taychas Trail, Phase 3	1,000,000	-	-	1,000,000	-
88130	6 Cities Trail Connection (13124)	1,800,000	195,390	-	1,121,986	482,624
18108	First Street Park Reinvestment	900,000	-	-	900,000	-
18109	Bretton Woods Park	161,285	-	-	161,285	-
18110	Brinkman Ranch Land	34,182,840	-	-	34,182,840	-
18127	Frisco Commons Community Garden	300,000	-	-	300,000	-
18134	Hollyhock Neighborhood Park & Trail	1,600,000	-	-	1,600,000	-
191xx	Preston Manor Neighborhood Park	750,000	-	-	750,000	-
191xx	Church Tract Neighborhood park	2,000,000	-	-	-	2,000,000
191xx	Centennial Park	500,000	-	-	-	500,000
191xx	Collinsbrook Farms Neighborhood Park	2,000,000	-	-	-	2,000,000
18141	Estates at Shaddock Park	8,105	-	-	8,105	-
	<b>TOTALS</b>	<b>461,725,800</b>	<b>131,030,744</b>	<b>28,995,700</b>	<b>296,301,708</b>	<b>34,393,348</b>

**CITY OF FRISCO  
THOROUGHFARE IMPACT FEES FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 31,455,000	\$ 23,065,000	\$ 37,531,175	\$ 26,930,813
Receipts:				
Impact Fees - Thoroughfare	9,012,210	-	4,000,000	-
Interest Income	266,280	-	430,000	-
<b>Total Revenue</b>	<u>9,278,490</u>	<u>-</u>	<u>4,430,000</u>	<u>-</u>
<b>Funds Available</b>	<u>40,733,490</u>	<u>23,065,000</u>	<u>41,961,175</u>	<u>26,930,813</u>
Deductions:				
Interfund Transfers - Other Funds	3,202,315	-	15,030,362	5,000,000
<b>Total Deductions</b>	<u>3,202,315</u>	<u>-</u>	<u>15,030,362</u>	<u>5,000,000</u>
<b>Fund Balance, Ending</b>	<u>\$ 37,531,175</u>	<u>\$ 23,065,000</u>	<u>\$ 26,930,813</u>	<u>\$ 21,930,813</u>

Impact Fees were established to assure the availability of funds for major capital projects needed as a result of new development. The laws governing the collection and disbursement of impact fees require separate accounting and reporting of these funds. Additionally, a city must do an analysis and update of the fee structure every five years.

The City takes a conservative approach and does not budget anticipated revenue. Funds are appropriated but subject to change based on development and infrastructure needs during the year.

A list of the proposed Projects for Fiscal Year 2018-2019 can be found on the Capital Projects Fund Schedule of Projects page.

**CITY OF FRISCO  
PARK DEDICATION FEE FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 20,885,998	\$ 20,485,998	\$ 19,724,363	\$ 20,024,363
Receipts:				
Park Dedication Fees	3,901,183	-	3,100,000	-
Interest Income	154,946	-	200,000	-
<b>Total Revenue</b>	<u><b>4,056,129</b></u>	<u><b>-</b></u>	<u><b>3,300,000</b></u>	<u><b>-</b></u>
<b>Funds Available</b>	<u><b>24,942,127</b></u>	<u><b>20,485,998</b></u>	<u><b>23,024,363</b></u>	<u><b>20,024,363</b></u>
Deductions:				
Interfund Transfers - Other Funds	5,217,764	-	3,000,000	4,500,000
<b>Total Deductions</b>	<u><b>5,217,764</b></u>	<u><b>-</b></u>	<u><b>3,000,000</b></u>	<u><b>4,500,000</b></u>
<b>Fund Balance, Ending</b>	<u><b>\$ 19,724,363</b></u>	<u><b>\$ 20,485,998</b></u>	<u><b>\$ 20,024,363</b></u>	<u><b>\$ 15,524,363</b></u>

Park dedication fees were established to assure the availability of funds to purchase land and construct neighborhood parks. Developers are required to pay a fee based on the number of units or to contribute land. The funds are tracked separately and transferred to the Capital Projects Fund as needed for scheduled development.

In addition to the Park Dedication fees for construction and development, the parks capital projects are also funded by General Obligation Bonds in the Capital Projects Fund. A list of the proposed Park Projects for Fiscal Year 2018-2019 can be found on the Capital Projects Fund Schedule of Projects page.

The City takes a conservative approach and does not budget anticipated revenue. Funds are appropriated but subject to change based on development and infrastructure needs during the year.



**CITY OF FRISCO  
UTILITY CAPITAL PROJECTS FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Net Position, Beginning	\$ 44,775,090	\$ 1,599,280	\$ 46,849,431	\$ 8,378,724
Receipts:				
Bond Funds	15,200,000	15,000,000	15,000,000	15,000,000
Transfers In - Component Units	-	-	-	5,000,000
Interfund Transfers - Other Funds	5,808,002	-	4,367,783	5,000,000
Contributions	25,245,994	-	452,992	775,000
Interest Income	313,935	-	450,000	-
<b>Total Revenue</b>	<b><u>46,567,931</u></b>	<b><u>15,000,000</u></b>	<b><u>20,270,775</u></b>	<b><u>25,775,000</u></b>
<b>Funds Available</b>	<b><u>91,343,021</u></b>	<b><u>16,599,280</u></b>	<b><u>67,120,206</u></b>	<b><u>34,153,724</u></b>
Deductions:				
Capital Project Expenses	44,493,590	14,478,800	58,741,482	24,875,000
<b>Total Deductions</b>	<b><u>44,493,590</u></b>	<b><u>14,478,800</u></b>	<b><u>58,741,482</u></b>	<b><u>24,875,000</u></b>
<b>Net Position, Ending</b>	<b><u>\$ 46,849,431</u></b>	<b><u>\$ 2,120,480</u></b>	<b><u>\$ 8,378,724</u></b>	<b><u>\$ 9,278,724</u></b>

This funding is for ongoing improvements to the water and wastewater distribution system. The debt is considered to be self-supporting debt as revenues from the Utility Fund pay for issued Certificates of Obligation. The City sold \$15,000,000 in debt in FY 2018 and anticipates selling additional debt in FY19 for ongoing capital project needs. A list of the ongoing projects follows this summary.

**UTILITY CAPITAL PROJECTS FUND SCHEDULE OF PROJECTS**  
**FY 2018-2019**

	PROJECT DESCRIPTION	TOTAL BUDGET	ACTUAL PY SPENT TO DATE	ORIGINAL FY 2018	REVISED FY 2018	PROPOSED FY 2019
<b>WATER</b>						
11115	4th Army	156,257	146,459	-	9,798	-
16101	4th Army, Phase 2	406,884	-	-	406,884	-
09141	Coit 16" Waterline (Rockhill - US380)	724,674	36,978	-	687,696	-
15140	Fire Station #9 Waterline	90,955	89,635	-	1,320	-
18xxx	FM 423 12" Waterline (W9)	-	-	1,680,000	-	-
18115	Hillcrest Connection at Rockhill	169,000	-	-	169,000	-
18xxx	King Road 12" Waterline (W10)	-	-	2,580,000	-	-
18139	Legacy 16" WL	700,000	-	-	-	700,000
13136	Mahard Parkway W/WW	200,000	-	-	-	200,000
09124	Main (FM423 - DNT)	5,094,084	426,200	-	4,667,884	-
17603	Northeast Water/Wastewater	1,780,663	144,040	684,500	1,636,623	-
16110	Panther Creek (Preston to Alameda)	1,084,833	21,158	-	1,063,675	-
19101	Panther Creek Parkway and BNSF RR 20/24" WL	350,000	-	-	-	350,000
186xx	Preston Road 20" Waterline (W7)	-	-	1,680,000	-	-
19607	Preston/Rockhill Elevated Storage Tank (W21)	700,000	-	5,400,000	-	700,000
18602	Public Works Expansion	1,200,000	-	-	400,000	800,000
18137	Rockhill Parkway 24" WL (W34/35)	4,600,000	-	-	-	4,600,000
09115	Rockhill Parkway (CR26 to DNT)	1,156,570	1,154,172	-	2,398	-
16109	Rockhill Parkway Waterline	273,257	20,000	-	253,257	-
186xx	Southern UPP30/36" Waterline PH1 (W3)	-	-	760,000	-	-
14601	Stewart Creek Water Reuse	462,486	434,695	-	27,791	-
19608	Stonebrook/Cotton Gin 20/24" WL	360,000	-	-	-	360,000
14607	Stonebrook/FM 423 Elevated Storage Tank	5,592,967	4,712,898	-	880,069	-
18138	Teel 16" WL	600,000	-	-	-	600,000
17604	Water Sewer Impact Fee Study	92,200	29,150	-	63,050	-
<b>WASTEWATER</b>						
19606	12" Lower Service Area Reuse Line	575,000	-	-	-	575,000
11115	4th Army	2,269,643	2,226,563	-	43,080	-
16101	4th Army, Phase 2	947,057	117,078	-	829,979	-
14602	CR26 Wastewater Improvements	-	-	200,000	-	-
18607	Crown Ridge Developer Agreement	150,381	-	-	150,381	-
19609	Fairways LS Pump Upgrades	112,500	-	-	-	112,500
15140	Fire Station #9 Waterline	349,875	72,181	-	277,694	-
19603	Frisco 2 Reuse GST	475,000	-	-	475,000	-
15608	Lebanon Lift Station	8,959,545	2,331,513	-	6,628,032	-
14136	Lebanon Road (DNT to Legacy)	4,773,978	391,280	-	4,382,698	-
18605	Legacy Force Main - North	5,215,000	-	-	4,450,000	765,000
18606	Legacy Force Main - South	6,400,000	-	-	2,562,500	3,837,500
18603	Legacy Lift Station	10,950,000	-	-	5,950,000	5,000,000
12606	Lone Star Lift Station Expansion	7,294,075	4,442,220	-	2,851,855	-
09124	Main (FM423 - DNT)	2,589	-	-	2,589	-
09607	North Stewart Creek Sewer Interceptor	7,403,579	6,980,481	-	423,098	-
17603	Northeast Water/Wastewater	1,884,999	146,629	1,194,300	1,738,370	-
19610	Panther Creek Interceptor Extension	380,000	-	-	-	380,000
19604	Reuse Pump Station Improvements	800,000	-	-	800,000	-
15604	Reuse Storage Study	862,000	152,257	-	709,743	-
17601	Stewart Creek North Sewer Interceptor - Phase 2	7,598,369	-	-	7,598,369	-
17602	Stewart Creek North Sewer Interceptor - Phase 3	7,403,210	613,883	-	6,789,327	-
18604	Stewart Creek North Sewer Interceptor - Phase 4 & 5	850,000	-	-	850,000	-
19611	Stewart Creek South Sewer Interceptor	150,000	-	-	-	150,000
19611	Stewart Creek Water Reuse	2,707,301	2,681,681	-	25,620	-
11601	Stewart Creek WW Treatment Plant	8,290	-	-	8,290	-
19612	Trails Gravity Interceptor	625,000	-	-	-	625,000
19601	Upper Reuse Waterline to Warren Sports Complex	5,000,000	-	-	-	5,000,000
19602	Upper Reuse 24" Line, Phase 2	600,000	-	-	600,000	-
15601	Wade Blvd/Preston Road Wastewater Imp (WW10) (S	223,145	73,145	300,000	150,000	-
17604	Water Sewer Impact Fee Study	92,200	15,600	-	76,600	-
19613	West Rowlett Creek Interceptor Phase 2	120,000	-	-	-	120,000
12602	West Rowlett Creek WW Main	7,572,919	7,474,107	-	98,812	-
<b>TOTALS</b>		<b>118,550,485</b>	<b>34,934,003</b>	<b>14,478,800</b>	<b>58,741,482</b>	<b>24,875,000</b>

**CITY OF FRISCO  
UTILITY IMPACT FEES FUND  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Net Position, Beginning	\$ 33,617,840	\$ 28,742,840	\$ 34,622,852	\$ 34,355,069
Receipts:				
Impact Fees - Water/Sewer	9,595,957	-	6,700,000	-
Interest Income	217,057	-	400,000	-
<b>Total Revenue</b>	<b>9,813,014</b>	<b>-</b>	<b>7,100,000</b>	<b>-</b>
<b>Funds Available</b>	<b>43,430,854</b>	<b>28,742,840</b>	<b>41,722,852</b>	<b>34,355,069</b>
Deductions:				
Interfund Transfers - Utility Projects	5,808,002	-	4,367,783	5,000,000
Interfund Transfers - Utility Fund	3,000,000	3,000,000	3,000,000	3,000,000
<b>Total Deductions</b>	<b>8,808,002</b>	<b>3,000,000</b>	<b>7,367,783</b>	<b>8,000,000</b>
<b>Net Position, Ending</b>	<b>\$ 34,622,852</b>	<b>\$ 25,742,840</b>	<b>\$ 34,355,069</b>	<b>\$ 26,355,069</b>

Impact Fees were established to assure the availability of funds for major capital projects needed as a result of development. The laws governing the collection and disbursement of impact fees require separate accounting and reporting of these funds. Additionally, a city must do an analysis and update of the fee structure every five years.

The City takes a conservative approach and does not budget anticipated revenue. Appropriations from this fund are being utilized to offset debt payments in the Utility Fund and construction of eligible projects in the Utility Projects Fund. Additional transfers are appropriated to Utility Projects, subject to change based on development and infrastructure needs during the year.

**CITY OF FRISCO  
COMMUNITY DEVELOPMENT CORPORATION  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 102,468,651	\$ 70,642,828	\$ 97,964,863	\$ 79,157,907
Receipts:				
Sales Tax Receipts	20,136,644	21,166,240	22,032,198	23,574,452
Interest Income	545,701	460,000	460,000	460,000
Rental Income	795,277	868,236	839,436	855,898
Frisco Discovery Center Revenue	105,339	66,000	66,000	78,000
Miscellaneous	35	-	10,000	-
Contributions	19,844	-	-	-
Proceeds on Land Conveyance	1,168,298	1,128,204	-	3,128,204
Interfund Transfers	1,685,415	2,787,728	2,787,728	2,790,255
<b>Total Revenue</b>	<b>24,456,553</b>	<b>26,476,408</b>	<b>26,195,362</b>	<b>30,886,809</b>
<b>Funds Available</b>	<b>126,925,204</b>	<b>97,119,236</b>	<b>124,160,225</b>	<b>110,044,716</b>
Deductions:				
Operating Expenditures	436,943	777,320	988,324	609,396
Capital Outlay	129,899	18,750,000	430,868	18,796,093
Appropriation City Commitments	8,129,383	8,003,892	-	-
Appropriation TIRZ Fund	-	-	2,348,632	2,361,823
Appropriation Debt Fund	-	-	1,380,821	1,383,696
Economic Incentives	1,308,013	1,431,580	1,927,414	2,070,000
Interfund Transfers - CIP	12,415,806	2,345,700	27,029,577	9,300,000
Principal	3,698,235	3,803,375	6,774,677	6,825,209
Interest/Fiscal Charges	2,842,062	2,713,089	4,122,005	3,914,420
<b>Total Deductions</b>	<b>28,960,341</b>	<b>37,824,956</b>	<b>45,002,318</b>	<b>45,260,637</b>
Fund Balance, Ending	<b>\$ 97,964,863</b>	<b>\$ 59,294,280</b>	<b>\$ 79,157,907</b>	<b>\$ 64,784,079</b>
Assigned General Reserve	4,843,583	5,048,665	5,141,196	5,491,113
Assigned Capital Maint Reserve	100,000	100,000	100,000	100,000
Assigned Land Held for Resale	15,124,284	15,124,283	33,050,830	33,050,830
Non spendable - Prepaids	1,432	-	-	-
Escrow for Exide Land	16,889,715	909,506	16,889,715	889,715
Escrow for Exide Remediation	24,363,875	-	-	-
Restricted for Future Construction	3,486,267	3,142,040	3,486,267	3,486,267
<b>Unassigned Fund Balance</b>	<b>\$ 33,155,707</b>	<b>\$ 34,969,786</b>	<b>\$ 20,489,899</b>	<b>\$ 21,766,154</b>

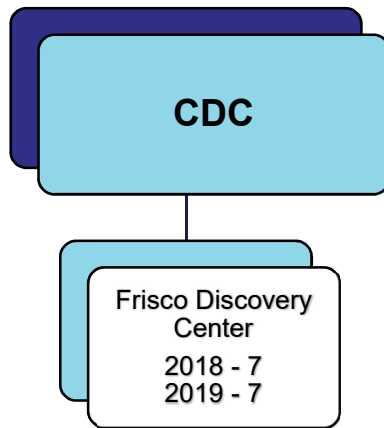
The Frisco Community Development Corporation (FCDC) benefits the City and its citizens by developing recreational resources. It operates primarily within the geographic boundaries of the City. The capital expenditures for FY 2019 are \$16,010,000 for the purchase of Exide land, \$1,960,000 for water/sewer/detention infrastructure, \$750,000 for relocation of a communications tower, \$44,757 for the Mini Train design costs and \$31,336 for the Museum of the American Railroad construction costs. Transfers for projects include \$1,000,000 for Northwest Community Park design costs, \$1,300,000 for Northeast Community Park Phase 2 Design, \$2,000,000 for the Sonntag Hike and Bike Trail and \$5,000,000 for a reuse waterline to the Warren Sports Complex.

The assigned general reserve has been established as a board policy; 25% of the annual sales tax revenue and interest income is set aside for future needs. Additionally there is a capital maintenance reserve for operations of the Frisco Discovery Center and there is an assignment of Fund Balance for Land Held for Resale. City staff assist the board members. Debt schedules for the FCDC can be found in the Debt Service section of this budget document.

# COMMUNITY DEVELOPMENT CORPORATION FUND

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## DEPARTMENT MISSION



## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Frisco Discovery Center	\$ 436,943	\$ 988,324	\$ 609,396	-38.34%
<b>Totals</b>	<u>\$ 436,943</u>	<u>\$ 988,324</u>	<u>\$ 609,396</u>	<u>-38.34%</u>

# COMMUNITY DEVELOPMENT CORPORATION

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Long-Term Financial Health and Sustainable City

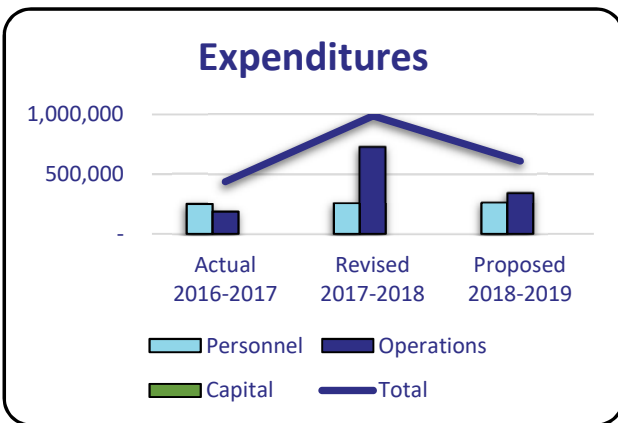
Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>77579000-Frisco Discovery Center</b>						
✓	Prepare venue for increased visitor traffic and maintain appeal for current arts-group users and tenants to sustain growth and viability	Improve spaces/entrance for visitors and arts groups (Infrastructure, Sustainable City)	Overall FDC attendance	159,783	140,640	223,696
✓			# of improvement projects	3	8	3
📁			% of projected rental fees earned	152%	37%	100%

## Core Services

The Frisco Discovery Center was developed by the Frisco Community Development Corporation and supported by the City of Frisco's Parks & Recreation Department, Arts, Culture, and Special Events Division. The FDC exists to benefit the surrounding community through educational and artistic experiences for Frisco residents and tourists. Through quality customer service, programs, venues, and partnerships with arts-groups and tenants, including Museum of the American Railroad, National Videogame Museum, and Sci-Tech Discovery Center; the FDC continues to increase the number of visitors and field trips annually.

## Key Points Affecting Service, Performance, and Proposed Budget

- The FY19 Budget for the FDC is focusing on finishing out the available spaces to fulfill the FCDC's directive of providing arts groups with operational rental facilities, while simultaneously enhancing the visitor experience.



## Expenditures - 77579000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	250,000	260,000	265,000
Operations	186,943	728,324	344,396
Capital	-	-	-
<b>Total</b>	<b>436,943</b>	<b>988,324</b>	<b>609,396</b>

## Major Budget Items

- Funding has been provided in FY19 for the upgrade of Special Events Room 2 (\$85,000), Picnic Tables for Pavilion (\$25,000), and new "Music in the Chamber" series (\$15,000)

## Personnel

	Level	FY 2017	FY 2018	FY 2019
Discovery Center Supervisor	141	1	1	1
Technical Director	138	1	1	1
Theatre Technician	-	1	-	-
Arts Center Assistant	124	-	1	1
Recreation Aide (PT)	106	4	4	4
<b>Total</b>		<b>7</b>	<b>7</b>	<b>7</b>

**CITY OF FRISCO  
ECONOMIC DEVELOPMENT CORPORATION  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

	<u>ACTUAL</u> <u>FY 2016-17</u>	<u>ORIGINAL</u> <u>BUDGET</u> <u>FY 2017-18</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2017-18</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>FY 2018-19</u>
Fund Balance, Beginning	\$ 95,712,519	\$ 85,080,048	\$ 95,218,717	\$ 79,593,166
Receipts:				
Sales Tax Receipts	20,136,644	21,166,240	22,032,198	23,574,452
Interest Income	311,446	260,000	440,000	440,000
Contributions	43,775	43,775	43,775	43,775
Note/Bond Proceeds (includes refunding)	6,791,720	-	-	-
Sale of Assets	-	23,786,702	11,967,402	-
Loan Income	25,324	-	32,271	24,500
Miscellaneous Revenue	301	5,000	5,000	5,000
Licenses/Rents	-	500,000	207,500	-
<b>Total Revenue</b>	<b>27,309,210</b>	<b>45,761,717</b>	<b>34,728,146</b>	<b>24,087,727</b>
<b>Funds Available</b>	<b>123,021,729</b>	<b>130,841,765</b>	<b>129,946,863</b>	<b>103,680,893</b>
Deductions:				
Operating Expenditures	4,088,012	4,657,069	4,814,265	4,506,517
Entrepreneurial Center Property Mgmt	609,400	603,017	603,017	-
Capital Outlay	-	70,000	28,500	-
Park 25 Roads, Infrastructure	2,815,338	-	6,600,829	-
Remediation	5,210	-	16,000	18,000
Incentives	4,060,976	8,886,910	9,658,492	9,496,730
Appropriation-City Commitments TIRZ Fund	1,596,103	1,750,564	1,369,414	1,373,846
Appropriation-City Commitments Debt Fund	746,525	217,496	598,646	598,721
Appropriation-City Commitments CDC Fund	-	-	-	-
Transfer to Other Fund	-	2,000,000	93,000	50,000
Principal	10,471,301	24,472,411	23,061,784	5,448,440
Interest/Fiscal Charges	3,410,147	3,085,987	3,509,750	2,626,325
<b>Total Deductions</b>	<b>27,803,012</b>	<b>45,743,454</b>	<b>50,353,698</b>	<b>24,118,579</b>
<b>Fund Balance, Ending</b>	<b>\$ 95,218,717</b>	<b>\$ 85,098,311</b>	<b>\$ 79,593,165</b>	<b>\$ 79,562,314</b>
Escrow for Exide Land	25,334,569	1,364,156	25,364,156	1,364,156
Assigned-Land Held for Resale	39,995,093	47,789,644	39,667,406	63,667,406
Restricted for Debt Service	4,996,648	4,955,071	4,996,648	4,996,648
Non spendable - Prepaids	88,793	-	-	-
<b>Unassigned Fund Balance</b>	<b>\$ 24,803,614</b>	<b>\$ 30,989,440</b>	<b>\$ 9,564,955</b>	<b>\$ 9,534,104</b>

The Frisco Economic Development Corporation benefits the City and its citizens by developing economic resources. It operates primarily within the geographic boundaries of the City. Funding for this organization is derived from a half cent sales tax.

The FEDC has issued bonds and uses various other financing instruments in addition to the funds derived from the half cent sales tax. Debt service schedules for the bonds and other financial obligations supported by the FEDC half cent sales tax can be found in the Long Term Debt section of this budget document.

The FEDC has entered into incentive agreements which obligate funds in future years and will be paid if the companies achieve their goals.

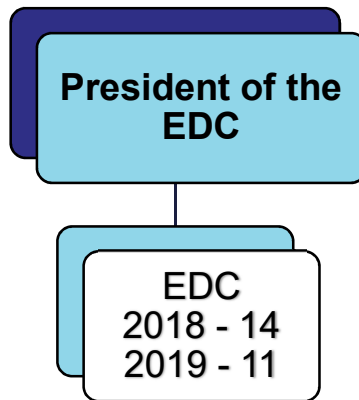


# ECONOMIC DEVELOPMENT CORPORATION FUND

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## DEPARTMENT MISSION

The Frisco Economic Development Corporation (FEDC) in partnership with the City of Frisco works to attract companies from outside the area, as well as, retain and expand local businesses. With this collaboration and the creation of programs providing critical elements for success in the community, the FEDC consistently creates an inflow of new and innovative companies into the community, creating new jobs and expanding the commercial tax base of the City of Frisco.

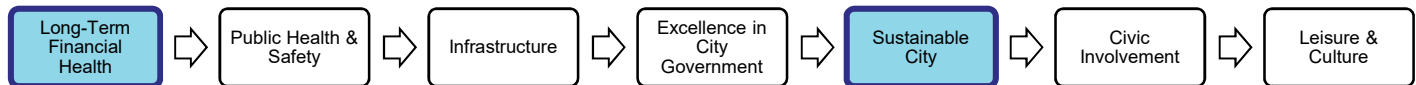


## Expenditure Summary

Activity	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed	% Change FY 2018 to FY 2019
Administration (EDC)	\$ 4,697,412	\$ 5,417,282	\$ 4,506,517	-16.81%
Non-Departmental	<u>23,105,600</u>	<u>44,936,415</u>	<u>19,612,062</u>	<u>-56.36%</u>
<b>Totals</b>	<u>\$ 27,803,012</u>	<u>\$ 50,353,697</u>	<u>\$ 24,118,579</u>	<u>-52.10%</u>

# ECONOMIC DEVELOPMENT CORPORATION

## City Council Strategic Focus Areas served by this Department -



## Performance Measures

✓ Workload	⌚ Efficiency	📁 Effectiveness
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## Strategic Focus Area: Long-Term Financial Health and Sustainable City

Type	Strategy	Objective	Performance Measure	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed
<b>81010000 - Economic Development Corporation</b>						
📁	Business attraction	Attract companies to Frisco from other markets to create jobs and new investment	FTE* Jobs created / retained	1,267	1,200	1,200
			Capital investment	\$434.7 M	\$150 M	\$100 M
			Square feet occupied	1.02 M	900,000	1.2 M
📁	Business retention & expansion	Provide support and resources to existing businesses for retention and expansion	Participants in: Frisco Forum; HR Forum	400	400	400
			Jobs saved	520	700	700
			Outreach meetings	Business visits 125	Business visits 125	Business visits 125
				Agency meetings 75	Agency meetings 75	Agency meetings 75
📁	Enhance innovative culture through entrepreneurship	Support entrepreneurial and collaborative environment for new business formation (Inspire Frisco)	Program companies	17	20	N/A
			Conferences & Meetings	18	30	30
			FTE* jobs	70	100	N/A
		Sponsorship of Frisco Chamber of Commerce Young Entrepreneurs Academy (YEA) and Frisco Young Professionals (FYP) Programs	YEA participants	34	35	35
			FYP participants	65	75	85
📁	Marketing and Communications	Communicate market demands for real estate, promote sustainability, workforce development, quality of life	Media placement value	\$200,000	\$250,000	\$250,000
			Number of media outlet stories	-	40	40
			Number of paid ad placements	-	20	20

## Core Services

FEDC has four core services: business attraction, business retention & expansion, enhance innovative culture through entrepreneurship and marketing and communications.

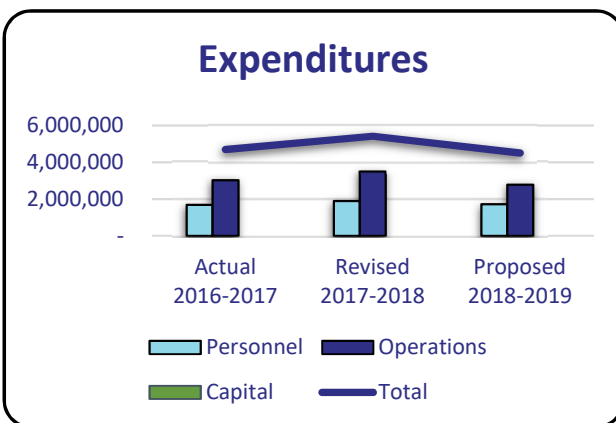
Such services are accomplished by targeting these areas:

Attracting companies to the City for job/investment growth using the strategies: organize to compete, lead generation, outbound marketing and providing support and resources to existing businesses for retention and expansion by communication and outreach.

Support an entrepreneurial/collaborative environment for business formation, increase connections to help companies' innovation, and foster Frisco students' entrepreneurial thinking; and enhance labor force skills through promotion of workforce development by creating connections to educational and workforce development resources.

## Key Points Affecting Service, Performance, and Proposed Budget

- The FY19 Budget amounts are based on projected and on-going development efforts by the FEDC staff.
- Appropriation for expanded business enterprises are based on current and projected prospects for incentives and other inducements to provide employment and expand the tax base within the City. Actual incentives awarded may vary depending on agreements that are approved by the FEDC Board of Directors.



## Expenditures - 81015000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
Personnel	1,676,376	1,889,249	1,718,446
Operations	3,021,036	3,528,033	2,788,071
Capital	-	-	-
<b>Total</b>	<b>4,697,412</b>	<b>5,417,282</b>	<b>4,506,517</b>

## Major Budget Items

- Appropriations for promotional marketing and advertising focused on business attraction, retention and job creation. To enhance the outbound market developments, lead generation and contacts utilizing real time data analytic tools. Advertising for sponsored digital content through social media. Increased domestic and international travel for targeted business development.
- Personnel appropriations decreased due to three positions previously held vacant have been eliminated in the FY19 Budget.
- Operations appropriations decreased primarily due to the sale of the Entrepreneurial Center for Property Management.

**ECONOMIC DEVELOPMENT CORPORATION****Administration****Personnel**

	<b>Level</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>
President	-	1	1	1
Vice President	-	1	1	1
Director of Business Attraction	-	1	1	-
Director of Business Development	-	1	1	-
Director of Business Retention & Expansion	-	1	1	1
Director of Economic Development	-	1	2	3
Director of Marketing & Communications	-	1	1	1
Economic Development Specialist	-	1	1	1
Manager of Economic Development	-	1	-	-
Compliance Administrator	141	-	1	1
Office Manager	135	1	1	1
Special Projects Coordinator	-	1	1	-
Senior Administrative Assistant	131	1	1	1
Administrative Assistant	-	2	1	-
<b>Total</b>		<b>14</b>	<b>14</b>	<b>11</b>

## Core Services

Non-departmental funding for the Economic Development Corporation includes economic incentives, debt payments, transfers out, and capital expenditures.

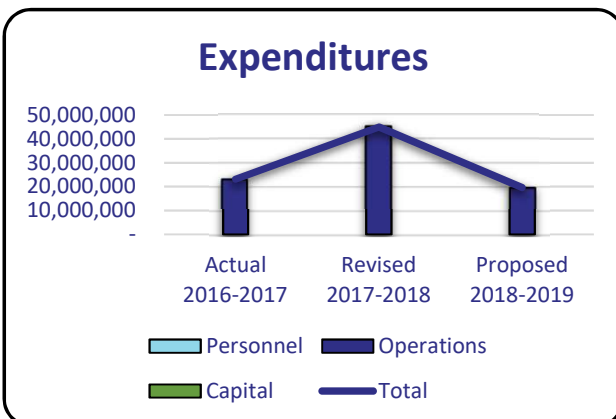
### Key Points Affecting Service, Performance, and Proposed Budget

- ◆ Appropriations in Revised FY 2018 for economic incentives, transfer, debt payments, and capital expenditures include:

Economic Incentives	\$ 9,658,492
City Commitments - TIRZ Fund	1,369,414
City Commitments - Debt Fund	598,646
Principal, Interest, Fiscal Charges	26,571,534
Park 25 Roads, Infrastructure	6,600,829
Capital Outlay	44,500
Transfers	93,000
	<u>\$ 44,936,415</u>

- ◆ Appropriations in Fiscal Year 2019 for economic incentives, transfer, debt payments, and capital expenditures include:

Economic Incentives	\$ 9,496,730
City Commitments - TIRZ Fund	1,373,846
City Commitments - Debt Fund	598,721
Principal, Interest, Fiscal Charges	8,074,765
Capital Outlay	18,000
Transfers	50,000
	<u>\$ 19,612,062</u>



### Expenditures - 89999000

	2016-2017 Actual	2017-2018 Revised	2018-2019 Proposed
<b>Personnel</b>	-	-	-
<b>Operations</b>	23,105,600	44,936,415	19,612,062
<b>Capital</b>	-	-	-
<b>Total</b>	23,105,600	44,936,415	19,612,062

## Personnel

- ◆ No positions are funded in this Division.

**CITY OF FRISCO  
CHARITABLE FOUNDATION  
BUDGET SUMMARY  
FISCAL YEAR 2018 - 2019**

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	<u>ACTUAL FY 2016-17</u>	<u>ORIGINAL BUDGET FY 2017-18</u>	<u>REVISED BUDGET FY 2017-18</u>	<u>PROPOSED BUDGET FY 2018-19</u>
Fund Balance, Beginning	\$ 15,589	\$ 14,939	\$ 14,086	\$ 12,486
Receipts:				
Contributions	1,578	1,700	4,000	1,500
<b>Total Revenue</b>	<u>1,578</u>	<u>1,700</u>	<u>4,000</u>	<u>1,500</u>
<b>Funds Available</b>	<u>17,167</u>	<u>16,639</u>	<u>18,086</u>	<u>13,986</u>
Deductions:				
Operating Expenditures	3,081	1,700	4,600	1,500
Interfund Transfers - General Fund	-	-	1,000	-
<b>Total Deductions</b>	<u>3,081</u>	<u>1,700</u>	<u>5,600</u>	<u>1,500</u>
<b>Fund Balance, Ending</b>	<u><u>\$ 14,086</u></u>	<u><u>\$ 14,939</u></u>	<u><u>\$ 12,486</u></u>	<u><u>\$ 12,486</u></u>

The Charitable Foundation Fund was established in FY07 to track and account for the contributions received for specifically designated purposes.

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# **SUPPLEMENTAL INFORMATION**





## **ABBREVIATIONS AND ACRONYMS**

<b>AFIS</b>	<b>Automatic Fingerprint Identification System (Police)</b>
<b>AIIM</b>	<b>Association for Information and Image Management</b>
<b>AMH</b>	<b>Automated Material Handling (Library)</b>
<b>ARMA</b>	<b>ARMA International</b>
<b>ASCLD</b>	<b>American Society of Crime Laboratory Directors (Police)</b>
<b>bp</b>	<b>basis points (Financial Services)</b>
<b>CAD</b>	<b>Central Appraisal District</b>
<b>CAFR</b>	<b>Comprehensive Annual Financial Report</b>
<b>CALEA</b>	<b>Commission on Accreditation for Law Enforcement Agencies (Police)</b>
<b>CAPERS</b>	<b>Crimes Against Persons (Police)</b>
<b>CAPRA</b>	<b>Commission for Accreditation of Parks and Recreation Agencies</b>
<b>CDBG</b>	<b>Community Development Block Grant</b>
<b>CEFR</b>	<b>Certificate of Excellence in Financial Reporting (Financial Services)</b>
<b>CERT</b>	<b>Citizens Emergency Response Team (Fire)</b>
<b>CFA</b>	<b>Citizens Fire Academy (Fire)</b>
<b>CID</b>	<b>Criminal Investigation Division(Police)</b>
<b>the City</b>	<b>City of Frisco, Texas</b>
<b>COBIT</b>	<b>Control Objectives for Information-related Technologies (Information Technology)</b>
<b>COMSTAT</b>	<b>Computer Statistics/Comparative Statistics (Police)</b>
<b>CSO</b>	<b>City Secretary's Office</b>
<b>EMS</b>	<b>Emergency Management Services (Fire)</b>
<b>ETJ</b>	<b>Extraterritorial jurisdiction</b>
<b>FACT</b>	<b>Frisco Assistant Code Team (Development Services)</b>
<b>FCDC</b>	<b>Frisco Community Development Corporation</b>
<b>FEDC</b>	<b>Frisco Economic Development Corporation</b>
<b>FISD</b>	<b>Frisco Independent School District</b>
<b>FTE</b>	<b>Full Time Equivalent</b>
<b>GAAP</b>	<b>Generally Accepted Accounting Principles (Financial Services)</b>
<b>GASB</b>	<b>Governmental Accounting Standards Board</b>

## **ABBREVIATIONS AND ACRONYMS**

<b>GFOA</b>	<b>Government Finance Officer's Association (Financial Services)</b>
<b>GIS</b>	<b>Geographic Information Services (Information Technology)</b>
<b>HR</b>	<b>Human Resources</b>
<b>IBR</b>	<b>Incident Based Reporting (Police)</b>
<b>ILL</b>	<b>Inter-library Loan system (Library)</b>
<b>ISO</b>	<b>Insurance Services Office (Fire)</b>
<b>MIS</b>	<b>Management Information Services (Information Technology)</b>
<b>NASRO</b>	<b>National Association of School Resource Officers (Police)</b>
<b>NTMWD</b>	<b>North Texas Municipal Water District</b>
<b>NTTA</b>	<b>North Texas Tollway Authority</b>
<b>OWS</b>	<b>Outdoor Warning System</b>
<b>PID</b>	<b>Public Improvement District</b>
<b>PM</b>	<b>Performance Measure</b>
<b>PM</b>	<b>Preventative Maintenance (Administrative Services)</b>
<b>PSO</b>	<b>Public Service Officer (Police)</b>
<b>ROW</b>	<b>Right-Of-Way (Public Works)</b>
<b>SOU</b>	<b>Special Operations Unit</b>
<b>SRO</b>	<b>School Resource Officer (Police)</b>
<b>SSO</b>	<b>Sanitary Sewer Overflows (Public Works)</b>
<b>SRT</b>	<b>Sam Rayburn Tollway</b>
<b>the State</b>	<b>the State of Texas</b>
<b>SIU</b>	<b>Special Investigations Unit</b>
<b>TCLEOSE</b>	<b>Texas Commission on Law Enforcement - Officer Standards and Education (Police)</b>
<b>TEEX-IDS</b>	<b>Texas Engineering Extension Service - Leadership Development Symposium (Fire)</b>
<b>TIRZ #1</b>	<b>Tax Increment Reinvestment Zone #1</b>
<b>TIRZ #5</b>	<b>Tax Increment Reinvestment Zone #5</b>
<b>TMS</b>	<b>Talent Management System (HR)</b>
<b>UCR</b>	<b>Uniform Crime Reporting (Police)</b>
<b>USPS</b>	<b>United States Postal Service (Administrative Services)</b>

## **GLOSSARY**

### **— A —**

**Accounting Period** - A period of time (e.g. one month, one year) where the City determines its financial position and results of operations.

**Accrual Basis of Accounting** - A method of accounting where revenues are recorded when the service is given and the expenses are recognized when the benefit is received, regardless of the timing of related cash flows.

**Ad Valorem Tax** - A tax levied on the assessed value of real estate and personal property. This tax is also known as a property tax.

**Adopted Budget** - The proposed budget as initially formally approved by the City Council.

**Amortization** - The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity.

**Appropriation** - A specific amount of money authorized by the City Council for the purchase of goods and services. The City's appropriation level is set at the fund level.

**Assessed Property Value** - The value set upon real estate or other property by the Appraisal District as a basis for levying taxes.

**Assigned Fund Balance** - Represents resources set aside ("earmarked") by the City for a particular purpose.

### **— B —**

**Balanced Budget** - A budget in which planned funds available equal planned expenditures.

**Basis Point** - One basis point is equal to 1/100 of a percent. If interest rates rise from 1.5 percent to 1.75 percent, the difference is referred to as an increase of 25 basis points.

**Bonds** - A certificate of debt issued by an entity, guaranteeing payment of the original investment plus interest by a specified future date.

**Budget** - An annual financial plan that identifies revenues, specifies the type and level of services to be provided, and establishes the amount of money which can be spent.

**Budget Letter** - Letter included in the opening section of the budget, that provides a summary of the most important challenges of the budget year, changes from previous years and recommendations regarding the financial policy for the upcoming period.

### **— C —**

**CAFR (Comprehensive Annual Financial Report)** - The City's annual financial statement prepared in accordance with generally accepted accounting principles. This document is usually published in February, following the year-end closing in September and the annual financial audit conducted by an independent accounting firm.

**Capital Equipment** - Equipment with an expected life of more than one year and with a value greater than \$5,000 (such as vehicles, computers, or furniture).

**Capital Improvement Budget** - The budgeted costs to provide needed infrastructure, park development, building construction or rehabilitation and other related items. Funding is received from various sources.

**Capital Projects Fund** - A Governmental Fund to account for resources for construction, major repair or renovation of city property.

## **GLOSSARY**

**Committed Fund Balance** - Represents resources whose use is subject to a legally binding constraint that is imposed by the City Council.

**Comprehensive Annual Financial Report** - See (CAFR).

**Contingency** - A General Fund appropriation available to cover unforeseen events that occur during that fiscal year. These funds, if not used, lapse to fund balance at year end. Contingency is not the same as Fund Balance or Retained Earnings.

### **— D —**

**Debt Service** - The payment of principal and interest on borrowed funds such as bonds.

**Depreciation** - The systematic distribution or allocation of the cost or basic value of a capital asset over its estimated useful life.

**Distinguished Budget Presentation Program** - A voluntary program administered by the Government Finance Officer's Association to encourage governments to publish efficiently organized and easily readable budget document and to provide peer recognition and technical assistance to the financial officers preparing them.

### **— E —**

**Enterprise Fund** - A self-supporting proprietary fund designed for activities supported by user charges. The City's Enterprise Funds are the Utility Fund, Stormwater Fund and Environmental Services Fund.

### **— F —**

**FTE (Full-Time Equivalent)** - A term used when developing personal services budgets; 2,080 hours worked annually equates to 1.0 full-time equivalent (FTE) position.

**FY (Fiscal Year)** - A period of 12 consecutive months designated as the budget year. The City's fiscal year begins October 1 and ends September 30. For example, the notation FY 2016 designates the fiscal year ending September 30,

**Fines and Forfeitures** - Fees collected by the Court System, including bail forfeitures, fines, and traffic fines.

**Franchise Tax** - Energy tax imposed on all sales of public utility services, including electricity, gas, telephone and cable television.

**Fund** - A self-balancing set of accounts to record revenues and expenditures associated with a specific purpose.

**Fund Balance** - Net position of a governmental fund.

**Fund Balance Policy** - Policy to maintain fund balance at a predetermined target level.

### **— G —**

**GAAP (Generally Accepted Accounting Principles)** - Conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

**General Fund** - One of five Governmental fund types to account for resources and uses of general operating functions of City Departments. The primary resources are property, sales, and franchise taxes.

## **GLOSSARY**

**Government Funds** - Funds that are generally used to account for tax-supported activities. There are five different types of government funds: the general fund, special revenue funds, debt service funds, capital project funds and permanent funds.

### **— I —**

**I&S** - Interest and Sinking tax rate to fund debt service.

**Interest Income** - Revenue received from investing the City's funds.

**IBR**- Incident Based Reporting.

**Interfund Transfer** - Administrative fees charged by the General Fund to other City funds (e.g., Water & Sewer, Environmental Services) for the provision of administrative and other city services.

**Intergovernmental Revenue** - Federal, state and county grants, and other forms of revenue. These include participation in infrastructure improvements, housing funds, reimbursement of police salaries, etc.

### **— M —**

**M&O** - Maintenance and Operation tax rate to fund operations.

**Miscellaneous (Other) Revenue** - Impounds, evidence, tower lease revenue, copy charges, and sundry revenue are examples.

**Mission Statement** - The statement that identifies the purpose and function of an organizational unit.

### **— N —**

**Non-Departmental** - Referring to activities, revenues and expenditures that are not assigned to a particular Department.

**Non-spendable** - Represents the portion of the net position that cannot be spent because the underlying resources are not in spendable form. i.e.: inventories and prepaids.

### **— O —**

**Operating Budget** - A budget for general expenditures such as salaries, utilities, and supplies. Generally does not include the Capital Projects Fund.

### **— P —**

**Per capita** - A measurement of the proportion of some statistic to individual resident determined by dividing the statistic by the current population.

**Performance Measure** - A variety of methods used to assess the results achieved and improvements still required in a process or system. Measurement gives the basis for continuous improvement by helping evaluate what is working and what is not.

**Permit Revenue** - Fees imposed on construction-related activities and for the acquisition of other nonbusiness permits (e.g., garage sale permits, alarm permits, etc.)

## **GLOSSARY**

**Private Contributions** - Funding received from various nongovernmental entities (sometimes placed in escrow accounts providing for a specific dedicated purpose). Escrows are established for median and sidewalk improvements.

**Property Tax** - A tax levied on the assessed value of real and personal property. This tax is also known as ad valorem tax.

**Property Tax Rate** - The property tax rate on all assessed property within the City limits. The City Council establishes the City's tax rate.

**Proprietary Fund** - The proprietary fund is used to account for activities that involve business-like interactions. Our Enterprise Funds are an example of proprietary funds..

### **— R —**

**Restricted** - Represents resources subject to externally enforceable constraints.

### **— S —**

**Sales Tax** - A tax administered by the State, imposed on the taxable sales of all final goods. The City of Frisco receives one percent of the total 8.25% sales tax. 6.25% goes to the State and FCDC and FEDC each receive 0.5%.

**Solid Waste Collection** - An Enterprise Fund which provides weekly trash and recycling pickup and bulky item collection. This service is accounted for in the Environmental Services Fund. Fees and expenditures are directly related to the services provided.

**Sources** - All revenues and other receipts derived by the City including transfers from other funds, appropriation of prior years' earnings, proceeds from the sale of bonds, lease agreements, or other obligations.

**Special Revenue Fund** - Funds used to account for certain property taxes, grant funds, and other special revenue legally restricted for specific purposes.

**Subsidiary Fund** - A fund that acts as a supplement to or supports a primary fund. For example, the Special Events Fund is a subsidiary fund to the General Fund.

### **— T —**

**Tax Rate** - The amount to multiply by the tax levy to determine the revenue to be collected.

### **— U —**

**UCR** - Uniform Crime Reporting.

**Utility Fund** - An Enterprise Fund established to account for resources and expenditures of operating and capital costs of City water and sewer distribution, storage and pumping facilities.

**Unassigned Fund Balance** - The difference between total fund balance and non-spendable, restricted, committed and assigned components.

### **— W —**

**Working Capital** - Current assets less current liabilities or that part of capital that is liquid and readily available to meet requirements.

# CITY OF FRISCO, TEXAS

## STATISTICS

Date of Incorporation	March 3, 1908
Form of Government	Council/Manager
Number of employees:	1,641
Full Time	1,322
Part Time	319
Area in square miles	70

### Principal Taxpayers

<u>Taxpayer</u>	2017 Taxable Assessed <u>Valuation</u>	% of Total Assessed <u>Valuation</u>
Stonebriar Mall Ltd Partnership	\$ 301,481,498	1.01%
BPR Shopping Center LP	138,882,043	0.47%
Blue Star HQ Inc	116,711,706	0.39%
AMLI Parkwood Boulevard LLC	95,635,986	0.32%
Hall Office Portfolio DB LLC	88,457,954	0.30%
Specified Properties	76,809,660	0.26%
Columbia Medical Center	71,171,071	0.24%
Tenet Frisco Ltd	63,316,269	0.21%
Eldorado Marketplace	59,626,516	0.20%
Wal-Mart Real Estate Business	59,345,261	0.20%
	<hr/>	<hr/>
	\$ 1,071,437,964	3.60%

# CITY OF FRISCO, TEXAS

## STATISTICS

### Demographic and Economic Statistics

<u>Fiscal Year</u>	<u>(1) Population</u>	<u>Personal Income (,000)</u>	<u>(2) Per Capita Income</u>	<u>(2) Median Age</u>	<u>(3) School Enrollment</u>	<u>(4) Unemployment Rate</u>
2008	101,524	4,042,381	39,817	31.7	30,761	4.9%
2009	106,036	4,430,820	41,786	33.2	33,895	7.9%
2010	116,989	5,961,993	40,185	32.8	37,269	8.1%
2011	122,822	4,673,131	38,048	33.9	40,122	8.0%
2012	128,281	5,180,628	40,385	34.0	42,650	5.4%
2013	135,920	5,757,299	42,358	34.0	45,479	4.3%
2014	142,990	6,155,291	43,047	34.3	49,632	3.2%
2015	151,030	6,584,153	43,595	36.1	53,323	3.5%
2016	158,180	7,555,626	47,766	37.0	55,924	3.9%
2017	169,320	8,926,212	52,718	37.4	58,461	3.7%

#### Data Sources

- (1) City of Frisco (Population) as of October 1, 2017
- (2) ACS 1 year estimates 2016
- (3) Frisco Independent School District (School Enrollment), October 2017
- (4) City of Frisco Development Services Annual Report January 2018

### Principal Employers

<u>Employer</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>
Frisco ISD (3,835 certified teachers)	6,970	1	7.97%
City of Frisco	1,508	2	1.72%
Conifer	1,150	3	1.31%
T-Mobile USA	900	4	1.03%
Baylor Medical Center	642	5	0.73%
Mario Sinacola & Sons Excavating	603	6	0.69%
Oracle	500	7	0.57%
Centennial Hospital	490	8	0.56%
Collin College	429	9	0.49%
<b>Total</b>	<b>13,192</b>		<b>15.08%</b>

Source: 2017 - North Central Texas Council of Governments website, Frisco ISD Communications, City of Frisco, Collin County Employment Survey.



# CITY OF FRISCO, TEXAS

## STATISTICS

### Operating Indicators by Function

Function	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
General government					
Building permits issued					
Residential	2,255	2,033	2,386	2,187	1,936
Commercial	347	454	432	549	644
Planning and development cases processed	402	454	432	447	609
Police					
Physical arrests	3,245	3,200	3,138	3,197	3,137
Traffic violations	17,460	20,194	19,708	21,008	19,062
Parking violations	799	668	387	294	265
Fire protection					
Number of calls answered	8,645	9,738	10,666	11,747	12,660
Inspections	5,490	5,195	5,437	6,386	4,151
Inspections - SAFER Program	2,922	2,656	2,555	1,532	1,059
Highways and streets					
Street resurfacing (square yards)	22,376	36,166	25,827	19,391	18,238
Street curb miles swept	7,896	7,896	7,896	5,144	10,417
Environmental services					
Solid waste collected (tons)	86,814	93,583	110,962	105,050	108,002
Recycled materials collected (tons)	15,814	15,716	16,382	17,457	18,868
Culture and recreation					
Library materials circulation	1,266,005	1,410,434	1,788,695	2,242,554	2,322,380
Library transactions	2,327,801	2,441,291	2,921,874	3,613,178	3,560,913
Library visits	548,760	563,268	587,313	620,115	632,168
Parks acreage	1,348	1,449	1,449	1,432	1,600
Athletic facilities and pavilion rental (visits)	710,430	697,775	711,661	853,265	814,748
Water					
New connections	2,372	2,280	2,541	2,889	2,262
Average daily consumption (million gallons/day)	25.8	20.9	24.2	25.6	25.9
Sewer					
Average daily wastewater flow (million gallon/day)	10.0	10.6	12.1	13.2	12.7

Sources: City Departments

Fire Protection Inspections include 743 automatic sprinkler inspections and 21 foster care, adoption or home daycare inspections.

# CITY OF FRISCO, TEXAS

## STATISTICS

### Capital Asset Statistics by Function

Function	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
General government					
Sports Complexes Supported	7	7	7	7	7
Museums, Art Gallery Supported**	3	3	3	3	3
Public Safety					
Police					
Stations	1	1	1	1	1
Patrol and Traffic Dedicated Vehicles	38	42	45	60	65
Fire Stations	7	7	8	8	8
Highways and streets					
Streets (miles)	1,246	1,709	1,771	2,011	2,313
Streetlights/Street Poles	8,173	8,523	8,973	9,360	10,032
Traffic signals	96	100	102	111	129
Culture and recreation					
Parks acreage					
Parks developed	646	864	921	921	900
Parks undeveloped	702	585	528	511	700
Swimming pools	1	1	1	1	1
Recreation centers	1	1	1	1	1
Community centers	2	2	1	1	1
Tennis courts	6	6	8	8	6
Soccer fields	35	35	35	35	35
Baseball fields	19	19	24	24	24
Water					
Customers/Accounts	44,988	47,039	49,740	52,182	54,261
Water lines (miles)	810	842	899	914	993
Fire hydrants	8,602	9,039	9,712	9,886	10,801
Maximum daily capacity (millions of gallons)	127.0	127.0	127.0	127.0	127.0
Sewer					
Customers/Accounts	43,091	44,312	46,763	48,281	50,212
Sanitary sewers (miles)	620	629	693	705	742
Storm sewers (miles)	551	589	642	375	417

\*\* Museums, Art Gallery Supported include the Heritage Museum,

Sports Complexes Supported include the Ballpark, Stars Center, Toyota Stadium, Superdome, Warren Sports Complex, Shawnee Trail Sports Complex, NE Community Park, The Star and Natatorium.

Traffic Signal numbers do not include 17 signals acquired in November of 2005 from TXDOT.

Streetlight and street miles statistics are from the GIS mapping database.

**CITY OF FRISCO  
FINANCIAL POLICIES  
SEPTEMBER 30, 2018**

**INTRODUCTION**

The City of Frisco, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code and the City of Frisco City Charter. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

**BASIS OF ACCOUNTING AND BUDGETING**

The City's finances are accounted for in accordance with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).

Accounts are organized and operated on the basis of funds and account groups. Funds are established according to their intended purpose and aid management in demonstrating compliance with legal and contractual provisions.

Encumbrance accounting is utilized for the Governmental Funds types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

The budget format is based on the modified accrual basis of accounting for Governmental Fund types, meaning budgeted expenditures are recorded when the services or goods are received and the liabilities are incurred, but revenues are recognized only when they are measurable and available. For Proprietary Fund types, the budget format is based on the accrual basis of accounting, meaning that expenses are recognized as encumbered, but revenues are recognized as obligated.

The budget is prepared in accordance with GAAP, with the exception of depreciation and compensated absences (accrued but unused vacation and sick leave). These are accrued in the financial statements of the Proprietary Fund types, but are not shown as expenses in the budget.

The City's operating budget is adopted on an annual basis with all appropriations lapsing at fiscal year end. Capital projects and grant funds have multi-year budgets. Outstanding encumbrances at fiscal year end are re-appropriated and honored the subsequent fiscal year.

**BUDGET**

The City is committed to a balanced budget, and provides full disclosure when a deviation from a balanced budget is planned, or when one occurs. The City defines a balanced budget as one in which total appropriated expenditures are equal to or less than total projected revenues plus beginning fund balances.

1. On or before the fifteenth day of August of each year, the City Manager shall submit to the City Council a budget for the ensuing fiscal year and an accompanying budget message.

**August 7, 2018 City Council Delivery**

2. Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than three percent (3%) of the total general fund expenditures, to be used in case of unforeseen items of expenditures. This contingent appropriation shall apply to current operating expenditures and shall not include any reserve funds of the City. Such contingent appropriation shall be under the control of the City Manager and distributed by him only after prior approval by the City Council. The proceeds of the contingent appropriation shall be disbursed only by transfer to other Departmental appropriation, the spending of which shall be charged to the Department or activities for which the appropriations are made.

**FY 2019 Projection: 1.5%**

3. No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made, unless the City Manager, or the City Manager's designee, first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable.
4. The City Manager shall submit to the City Council each month a report covering the revenues and expenditures of the City in such form as requested by the City Council.

## REVENUES

The City is aware of the fact that a diversity of revenue sources is important in order to handle fluctuations in individual sources. The City continues to search for new revenue sources, and monitor economic and legislative challenges to current revenue streams.

5. The City will strive toward the percentage of the tax rate allocated to the general fund at a minimum of 65% level. Conversely, the allocation of the tax rate for debt purposes should be no more than 35%.

**FY 2019 Projection: M&O = 65.69% and I&S = 34.31%**

**The City is in a very fast paced growth period. During this period, the City has sold substantial debt to accommodate the growth for facilities, roads, parks, and public safety improvements. The I&S ratio decreased from the previous fiscal year's ratio of 34.97%.**

6. The City will continue an aggressive program to reduce the level of delinquent taxes. The minimum collection rate objective is 98.5%.

**FY 2019 Projection: 100%**

7. The City will strive to maintain total delinquent taxes outstanding at an aggregate level not to exceed 10% of the current tax levy.

**FY 2019 Projection: 1%**

8. The City of Frisco will strive to maintain a diversified tax base with at least 30% commercial.

**FY 2019 Projection 27.9**

9. The City will strive to maintain an Over 65 Exemption (\$80,000) and a Homestead Exemption (10%) of not greater than 33% of the median assessed home value.

<b>FY 2019 Proposed:</b>	<b>Median Home Value \$349,000</b>	<b>80,000</b>
<b>FY 2019 Proposed:</b>	<b>Homestead Exemption 10% of \$349,000</b>	<b>34,900</b>
<b>FY 2019 Proposed:</b>	<b>33% of \$349,000</b>	<b>115,170</b>

## DEBT MANAGEMENT

Debt financing for the City, which includes general obligation bonds, certificates of obligation bonds, revenue bonds and other obligations permitted under the Law of the State of Texas, shall only be used to purchase capital assets that cannot be acquired from either available current revenues or fund balances.

10. City staff will evaluate each proposed bond issue considering current debt levels, economic conditions, availability of outside funding sources and key debt indicators. The City's goal is to stay within the amount discussed and presented during the citizen bond committee.
11. The City will strive to maintain base bond ratings of Aaa (Moody's Investors Service) and AA (Standard & Poor's) on the general obligation debt.  
**The City's current ratings are as follows: Moody's is Aaa and Standard & Poor's is AA+. Staff continues discussions with the agencies to monitor and improve those items that will ensure continued improvement in the ratings.**  
**The EDC's current ratings are as follows: Moody's is Aa3 and Standard & Poor's is AA-.**  
**The CDC's current ratings are as following: Moody's is Aa3 and Standard & Poor's is AA-.**
12. The City will use debt financing in the following circumstances: when the project involves acquisition of equipment that can't be purchased outright without causing unacceptable spike in the property tax rate; or when the project is the result of growth-related or development activities within the City that require unanticipated and unplanned infrastructure or capital improvements by the City; or when the project's useful life, or the projected service life of the equipment, will be equal to or exceed the term of the financing; or when there are designated revenues sufficient to service a debt, whether from project revenues, other specified and reserved resources, or infrastructure cost sharing revenues.
13. The City will manage the length of maturity of its long-term debt in order to lower net interest cost and to maintain future flexibility by paying off debt earlier. The target shall be 20 years.
14. Use of short-term borrowing such as temporary or emergency notes will be undertaken only if available cash or reserves are insufficient to meet both project needs and current obligations.
15. The City shall seek to issue its general or revenue bond obligations in a competitive sale unless it is determined by City staff and the Audit Committee that such a sale method will not produce the best results for the City.
16. Periodic reviews of all outstanding debts will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints) if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants essential to the operations and management of the City.
17. The investment maturity of bond proceeds (excluding reserve and debt service funds) shall generally be limited to the anticipated cash flow requirements or the "temporary period" (generally three years for capital projects) as defined by Federal tax law. These proceeds may be invested at an unrestricted yield during the temporary period. After the expiration of the temporary period, bond proceeds are subject to yield restriction and shall be invested considering the anticipated cash flow requirements of the funds and market conditions to achieve compliance with applicable regulations.
18. The City's maximum maturity for all bond proceeds shall not exceed the anticipated project spending dates. Interest in excess of the allowable arbitrage earnings will be segregated and made available for necessary payments to the US Treasury.
19. The City shall insure that it fully complies with all state and federal regulatory requirements, including post-issuance compliance related to continuing disclosure, private use and arbitrage rebate.

## INVESTMENT MANAGEMENT

The City, giving due regard to the safety and risk of investment, will invest funds in conformance with State and Federal Regulations, applicable Bond Ordinance requirements, formal Investment Policy and informal investment strategy. The City will seek to ensure that each investment transaction meets the investment objectives; of safety of principal through the safest types of securities with required collateralization and portfolio diversification, adequate liquidity to meet reasonable anticipated cash flow requirements, and a return on investments that return a competitive market rate while providing necessary principal protection.

20. The City will annually adopt a formal written Investment Policy as required by Chapter 2256, Texas Government Code, Public Funds Investment Act, and authorized by the City Council.

### **Adopted January 2018**

21. Authorized investment officers must submit a signed investment report to the City Council that summarizes investment activity for each City pooled fund group. The report must contain information required by the Public Funds Investment Act.

### **Signed investment report submitted to City Council quarterly**

## FUND BALANCES

The City maintains a prudent level of financial resources in each fund to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. Fund balances are monitored and managed according to the needs of the individual funds.

22. The City should set aside resources during years of growth to fund a reserve for years of decline and/or to fund capital from current funds for projects that would have been funded by debt financing.

The City will transfer funds each year the prior year ending results have a net increase to Fund Balance. Until such time the annual budget can adequately cover the yearly cost of replacement equipment this method will be utilized to increase the Capital Reserve Fund. At some point in the future, the recommendation would be to annually budget an amount to transfer (increasing the total each year until the amount equals at least the depreciation on vehicles and equipment).

23. The City will maintain a minimum fund balance reserve equal to three months (25%) of the total operating expenditures of the General Fund. While 25% is the minimum desired, historically the City has maintained a balance of approximately 30% to 33%.

**FY 2018: 33.20%**

**FY 2019 Projection: 31.37%**

24. The City will maintain a reserve of cash and investments in the Water and Wastewater Fund equal to seven months (210 days) of the total operating revenues.

**FY 2018: 5.72**

**FY 2019 Projection: 6.09**

25. The City will maintain a reserve of cash and investment in the Debt Fund equal to 1/12th of the P&I from the fund payments for the current year or 8.3%.

**FY 2018: 8.9%**

**FY 2019 Projection: 6.8%**

26. The City should design utility rates sufficient for funding a depreciation reserve which will accumulate resources to replace or rehabilitate aging infrastructure which no longer can be serviced by regular maintenance. Attempts should be made to fund the reserve at a level approximate to annual depreciation of assets as reported in the City's annual Comprehensive Annual Financial Report.

27. The CVB Board of Directors approved a policy to establish a reserve for future capital needs. The current City Policy is to maintain **25%** of annual expenditures in fund balance. The debt service commitment for the conference center represents **16.6%** of the total expenses annually. The FY19 projected fund balance and designated reserves is **17.3%** of annual expenditures.

## **FINANCIAL REPORTING**

The City's accounting records are audited by an independent public accounting firm following the conclusion of each fiscal year. The Finance Department prepares a Comprehensive Annual Financial Report (CAFR) in accordance with generally accepted accounting principles (GAAP) as applicable to state and local governments established by the Governmental Accounting Standards Board (GASB) for governmental accounting and financial reporting principles. The CAFR shows the status of the City's finances on the basis of GAAP. The CAFR shows fund revenues and expenditures on both a GAAP basis and budget basis for comparison purposes.

28. The document will satisfy all criteria of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting program.

**Certificate of Achievement for Excellence in Financial Reporting received for fiscal year ending 9/30/2017**

29. The results of the annual audit prepared by independent certified public accountants designated by the City Council is included as part of the CAFR.

**Unmodified ("clean") opinion received for fiscal year ending 9/30/2017**

30. Departments have real time access to actual expenditures and budget to allow individuals to review and compare as needed. The Finance Department reviews operating revenues and expenditures and recommends adjustments as needed. The Finance Department submits status reports to the City Council.

**Finance Department status report submitted to City Council monthly & posted on City website.**

## **PROCUREMENT PLANNING**

All City purchases of goods or services are made in accordance with the Texas Local Government Code, Uniform Commercial Code, City Charter, and other relevant federal, state, and local statutes. The City's purchasing policy requires purchases less than \$1,000 be made on the basis of at least one verbal quotation by the using Department. Purchases greater than \$1,000 and less than \$3,000 must be made on the basis of at least three written quotations by the using Department and the issuance of a purchase order. Purchases of greater than \$3,000 and less than \$25,000 must be made on the basis of at least three written quotations by the using Department and an attempt to contact two Historically Underutilized Businesses and the issuance of a purchase order. Purchases of \$50,000 or greater must be advertised in accordance with the competitive bid process and awarded by the City Council.



# GENERAL PAY PLAN - FY 2018/2019

Effective 10/01/2018

JOB CLASS CODE	Survey	TITLE	FLSA	Pay Grade		MINIMUM	MIDPOINT	MAXIMUM	3% Top with Merit Sum
1502		Intern - High School	N	100	Annual	\$ 18,448.82	\$ 22,599.72	\$ 26,750.88	\$ 27,553.41
					Monthly	\$ 1,537.40	\$ 1,883.31	\$ 2,229.24	
					Bi-Weekly	\$ 709.57	\$ 869.22	\$ 1,028.88	
					Hourly	\$ 8.8696	\$ 10.8653	\$ 12.8610	
1075		Assistant Swim Instructor I	N	102	Annual	\$ 19,364.02	\$ 23,720.83	\$ 28,077.66	\$ 28,919.99
					Monthly	\$ 1,613.67	\$ 1,976.74	\$ 2,339.81	
					Bi-Weekly	\$ 744.77	\$ 912.34	\$ 1,079.91	
					Hourly	\$ 9.3096	\$ 11.4042	\$ 13.4989	
1355		Lifeguard	N	106	Annual	\$ 21,332.48	\$ 26,132.34	\$ 30,932.20	\$ 31,860.17
1360	*	Recreation Aide			Monthly	\$ 1,777.71	\$ 2,177.70	\$ 2,577.68	
1076		Assistant Swim Instructor II			Bi-Weekly	\$ 820.48	\$ 1,005.09	\$ 1,189.70	
					Hourly	\$ 10.2560	\$ 12.5636	\$ 14.8713	
1070	*	Custodian	N	108	Annual	\$ 22,390.68	\$ 27,428.44	\$ 32,466.20	\$ 33,440.19
					Monthly	\$ 1,865.89	\$ 2,285.70	\$ 2,705.52	
					Bi-Weekly	\$ 861.18	\$ 1,054.94	\$ 1,248.70	
					Hourly	\$ 10.7648	\$ 13.1868	\$ 15.6088	
1381		Head Lifeguard	N	112	Annual	\$ 24,666.72	\$ 30,216.68	\$ 35,766.90	\$ 36,839.91
1373		Recreation Leader	N		Monthly	\$ 2,055.56	\$ 2,518.06	\$ 2,980.58	
1077		Water Safety Instructor	N		Bi-Weekly	\$ 948.72	\$ 1,162.18	\$ 1,375.65	
1664		Senior Custodian	N		Hourly	\$ 11.8590	\$ 14.5273	\$ 17.1956	
1371		Driver - Bus/Van PT	N						
1501		Intern Bachelors	N	114	Annual	\$ 25,890.28	\$ 31,715.58	\$ 37,540.88	\$ 38,667.11
					Monthly	\$ 2,157.52	\$ 2,642.97	\$ 3,128.41	
					Bi-Weekly	\$ 995.78	\$ 1,219.83	\$ 1,443.88	
					Hourly	\$ 12.4473	\$ 15.2479	\$ 18.0485	
1503		Intern - Masters	N	118	Annual	\$ 28,522.52	\$ 34,939.84	\$ 41,357.16	\$ 42,597.87
1240	*	Maintenance Worker	N		Monthly	\$ 2,376.88	\$ 2,911.65	\$ 3,446.43	
1247		Maintenance Worker - Facilities	N		Bi-Weekly	\$ 1,097.02	\$ 1,343.84	\$ 1,590.66	
1096		Meter Reader	N		Hourly	\$ 13.7128	\$ 16.7980	\$ 19.8833	
1196	*	Signs and Markings Technician	N						
1097		Irrigation Technician	N	119	Annual	\$ 29,221.12	\$ 35,795.87	\$ 42,370.62	\$ 43,641.74
1086		Small Engine Mechanic	N		Monthly	\$ 2,435.09	\$ 2,982.99	\$ 3,530.89	
					Bi-Weekly	\$ 1,123.89	\$ 1,376.76	\$ 1,629.64	
					Hourly	\$ 14.0486	\$ 17.2096	\$ 20.3705	
1307		Administrative Secretary	N	120	Annual	\$ 29,937.96	\$ 36,673.00	\$ 43,408.82	\$ 44,711.08
1320	*	Customer Service Representative	N		Monthly	\$ 2,494.83	\$ 3,056.08	\$ 3,617.40	
1674		Data Entry Operator	N		Bi-Weekly	\$ 1,151.46	\$ 1,410.50	\$ 1,669.57	
1043	*	Deputy Court Clerk	N		Hourly	\$ 14.3933	\$ 17.6313	\$ 20.8696	
1348	*	Library Technician	N						
1046	*	Police Records Clerk	N						
1385	*	Records Clerk	N						
1407		Senior Recreation Leader - Programs	N						
1118		Sewer Camera Technician	N	121	Annual	\$ 30,670.38	\$ 37,571.30	\$ 44,472.22	\$ 45,806.39
					Monthly	\$ 2,555.87	\$ 3,130.94	\$ 3,706.02	
					Bi-Weekly	\$ 1,179.63	\$ 1,445.05	\$ 1,710.47	
					Hourly	\$ 14.7454	\$ 18.0631	\$ 21.3809	
1019		Accounting Technician I	N	122	Annual	\$ 31,422.04	\$ 38,491.96	\$ 45,561.88	\$ 46,928.74
1260		Fleet Technician Apprentice	N		Monthly	\$ 2,618.50	\$ 3,207.66	\$ 3,796.82	
1249	*	Senior Small Engine Mechanic	N		Bi-Weekly	\$ 1,208.54	\$ 1,480.46	\$ 1,752.38	
1545		Recreation Facilities Monitor	N		Hourly	\$ 15.1068	\$ 18.5058	\$ 21.9048	
1663		Senior Irrigation Technician	N						
1331	*	Equipment Operator I	N	123	Annual	\$ 32,191.64	\$ 39,434.98	\$ 46,678.06	\$ 48,078.40
1241		Maintenance Technician	N		Monthly	\$ 2,682.64	\$ 3,286.25	\$ 3,889.84	
1553		Senior Meter Reader	N		Bi-Weekly	\$ 1,238.14	\$ 1,516.73	\$ 1,795.31	
1665		Senior Maintenance Worker	N		Hourly	\$ 15.4768	\$ 18.9591	\$ 22.4414	
1300	*	Administrative Assistant	N	124	Annual	\$ 32,980.48	\$ 40,401.14	\$ 47,821.80	\$ 49,256.45
1687		Arts Center Assistant	N		Monthly	\$ 2,748.37	\$ 3,366.76	\$ 3,985.15	
1244	*	Facilities Technician I	N		Bi-Weekly	\$ 1,268.48	\$ 1,553.89	\$ 1,839.30	
2517	*	Public Services Officer	N		Hourly	\$ 15.8560	\$ 19.4236	\$ 22.9900	





# GENERAL PAY PLAN - FY 2018/2019

Effective 10/01/2018

JOB CLASS CODE	Survey	TITLE	FLSA	Pay Grade		MINIMUM	MIDPOINT	MAXIMUM	3% Top with Merit Sum
1020	*	Accounting Technician II	N	125	Annual	\$ 33,788.56	\$ 41,390.96	\$ 48,993.36	\$ 50,463.16
1335		Equipment Operator II	N		Monthly	\$ 2,815.71	\$ 3,449.25	\$ 4,082.78	
1242		Maintenance Technician II	N		Bi-Weekly	\$ 1,299.56	\$ 1,591.96	\$ 1,884.36	
1552		Payroll Specialist	N		Hourly	\$ 16.2445	\$ 19.8995	\$ 23.5545	
1516		Crime Scene Technician	N	126	Annual	\$ 34,616.14	\$ 42,404.96	\$ 50,193.52	\$ 51,699.33
		CVB Marketing Support Coordinator	N		Monthly	\$ 2,884.68	\$ 3,533.75	\$ 4,182.79	
		CVB Sales & Services Support Coordinator	N		Bi-Weekly	\$ 1,331.39	\$ 1,630.96	\$ 1,930.52	
1257		Inventory Specialist	N		Hourly	\$ 16.6424	\$ 20.3870	\$ 24.1315	
1424		Licensed Irrigator	N						
1425		Property & Evidence Technician	N						
1519		Theatre Technician	N						
1253	*	Detention Officer	N	128	Annual	\$ 36,333.18	\$ 44,508.36	\$ 52,683.28	\$ 54,263.78
1261		Fleet Technician	N		Monthly	\$ 3,027.77	\$ 3,709.03	\$ 4,390.27	
1049		Senior Customer Service Representative	N		Bi-Weekly	\$ 1,397.43	\$ 1,711.86	\$ 2,026.28	
1048	*	Senior Deputy Court Clerk	N		Hourly	\$ 17.4679	\$ 21.3983	\$ 25.3285	
1352		Senior Library Technician	N						
1259		Senior Police Records Clerk	N						
1554		Senior Records Clerk	N						
1207		Signal Technician I	N						
1135		Building Permit Technician	N	129	Annual	\$ 37,223.42	\$ 45,598.80	\$ 53,973.92	\$ 55,593.14
1105		Certified Applicator	N		Monthly	\$ 3,101.95	\$ 3,799.90	\$ 4,497.83	
1537		Code Enforcement Technician	N		Bi-Weekly	\$ 1,431.67	\$ 1,753.80	\$ 2,075.92	
1510		Environmental Health Technician	N		Hourly	\$ 17.8959	\$ 21.9225	\$ 25.9490	
1163		Environmental Waste Specialist	N						
1555		Facilities Technician II	N						
1138		Planning Technician	N						
1139		ROW Technician	N						
1023		Senior Payroll Specialist	N						
1556		Senior Property & Evidence Technician	N						
1119		Utility Line Locator	N						
1120	*	Water Quality Technician	N						
1529		Emergency Vehicle Technician Apprentice	N	130	Annual	\$ 38,135.24	\$ 46,716.02	\$ 55,296.28	\$ 56,955.17
					Monthly	\$ 3,177.94	\$ 3,893.00	\$ 4,608.02	
					Bi-Weekly	\$ 1,466.74	\$ 1,796.77	\$ 2,126.78	
					Hourly	\$ 18.3343	\$ 22.4596	\$ 26.5848	
1022	*	Animal Control Officer	N	131	Annual	\$ 39,069.68	\$ 47,860.28	\$ 56,651.14	\$ 58,350.67
1147	*	Code Enforcement Officer	N		Monthly	\$ 3,255.81	\$ 3,988.36	\$ 4,720.93	
1312	*	Crew Leader	N		Bi-Weekly	\$ 1,502.68	\$ 1,840.78	\$ 2,178.89	
1690		CVB CRM Coordinator	N		Hourly	\$ 18.7835	\$ 23.0098	\$ 27.2361	
1137		Engineering Technician	N						
1112		Meter Shop Coordinator	N						
1678		Parking Enforcement Officer	N						
1170	*	Police Dispatcher	N						
1683		ROW Coordinator	N						
1378	*	Senior Administrative Assistant	N						
1140		Senior Building Permit Technician	N						
1440		Senior Detention Officer	N						
1558		Senior Planning Technician	N						
1557		Senior ROW Technician	N						
1113	*	Signal Technician II	N						
1121		Systems Technician	N						
1423		Environmental Collection Administrator	N	132	Annual	\$ 40,027.00	\$ 49,033.14	\$ 58,039.02	\$ 59,780.19
1188		Environmental Health Inspector	N		Monthly	\$ 3,335.58	\$ 4,086.10	\$ 4,836.59	
1081		Library Assistant	N		Bi-Weekly	\$ 1,539.50	\$ 1,885.89	\$ 2,232.27	
1426		Open Records Coordinator	N		Hourly	\$ 19.2438	\$ 23.5736	\$ 27.9034	
1262		Senior Fleet Technician	N						
1266		Senior Signs and Markings Technician	N						



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JOB CLASS CODE	Survey	TITLE	FLSA	Pay Grade		MINIMUM	MIDPOINT	MAXIMUM	3% Top with Merit Sum
1660		Administrative Supervisor	N	133	Annual	\$ 41,007.72	\$ 50,234.34	\$ 59,460.96	\$ 61,244.79
1397	*	Aquatic Program Coordinator	N		Monthly	\$ 3,417.31	\$ 4,186.20	\$ 4,955.08	
1401		Aquatics Center Coordinator	N		Bi-Weekly	\$ 1,577.22	\$ 1,932.09	\$ 2,286.96	
1547		Athletic Coordinator	N		Hourly	\$ 19.7153	\$ 24.1511	\$ 28.5870	
1080		Athletic Center Coordinator	N						
1559		Building Permit Technician Supervisor	N						
1676		Customer Service Supervisor	N						
1512		Fitness Coordinator	N						
1057	*	Recreation Programmer	N						
1198		Senior Systems Technician	N						
1429		Volunteer Coordinator	N						
		Facilities Technician III	N	134	Annual	\$ 42,012.36	\$ 51,464.92	\$ 60,917.74	\$ 62,745.27
1532		Police Dispatch Training Coordinator	N		Bi-Weekly	\$ 1,615.86	\$ 1,979.42	\$ 2,342.99	
1116		Roadway Lighting Technician	N		Hourly	\$ 20.1983	\$ 24.7428	\$ 29.2874	
1661		Senior Environmental Health Inspector	N						
1441		Senior Police Dispatcher	N						
1114		Senior Signal Technician	N						
1143		Traffic Technician	N						
1402		Assistant City Secretary	N	135	Annual	\$ 43,041.70	\$ 52,725.92	\$ 62,410.66	\$ 64,282.98
1091	*	Emergency Vehicle Technician	N		Monthly	\$ 3,586.81	\$ 4,393.83	\$ 5,200.89	
1263		Master Fleet Technician	N		Bi-Weekly	\$ 1,655.45	\$ 2,027.92	\$ 2,400.41	
1375	*	Office Manager	N		Hourly	\$ 20.6931	\$ 25.3490	\$ 30.0051	
1538	*	Payroll Coordinator	N						
8011		EDC Special Projects Coordinator	N						
		Arts & Culture Educator	N	136	Annual	\$ 44,096.00	\$ 54,017.86	\$ 63,939.46	\$ 65,857.64
1122		Backflow Inspector	N		Monthly	\$ 3,674.67	\$ 4,501.49	\$ 5,328.29	
1154	*	Building Inspector	N		Bi-Weekly	\$ 1,696.00	\$ 2,077.61	\$ 2,459.21	
1133	*	Construction Inspector	N		Hourly	\$ 21.2000	\$ 25.9701	\$ 30.7401	
8010		CVB Sales Service Coordinator	N						
8021		EDC Contracts Coordinator	N						
1164		Environmental Education Coordinator	N						
1189	*	Environmental Health Specialist	N						
1171		Fire Safety Educator	N						
1028	*	Human Resources Generalist	N						
1267		Inventory Coordinator	N						
1100		Irrigation Inspector	N						
		Library Circulation Services Supervisor	N						
1270		Multi-Family Inspector	N						
1142		Plans Examiner	N						
1271		Retaining Wall Inspector	N						
1159		ROW Inspector	N						
1106		Signal Systems Operator	N						
1131		Stormwater Inspector	N						
		Utility Inspector	N						
1165	*	Water Education Coordinator	N						
1337		Library Production Specialist	N	137	Annual	\$ 45,176.30	\$ 55,341.00	\$ 65,505.96	\$ 67,471.14
1689		Marketing Production Specialist	N		Bi-Weekly	\$ 1,737.55	\$ 2,128.50	\$ 2,519.46	
4039		Public Safety Equipment Technician	N		Hourly	\$ 21.7194	\$ 26.6063	\$ 31.4933	
1030		Technical Support Specialist	N						
1206		Sign Shop Coordinator	N	138	Annual	\$ 46,283.38	\$ 56,697.16	\$ 67,110.68	\$ 69,124.00
1518		Technical Director - Discovery Center	N		Monthly	\$ 3,856.95	\$ 4,724.76	\$ 5,592.56	
1012	*	Videographer	N		Bi-Weekly	\$ 1,780.1300	\$ 2,180.6600	\$ 2,581.1800	
					Hourly	\$ 22.25	\$ 27.26	\$ 32.26	



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1014	*	Accountant	EX	139	Annual	\$ 47,500.18	\$ 58,086.08	\$ 68,754.92	\$ 70,817.57
1015		Budget Analyst I	EX		Monthly	\$ 3,958.35	\$ 4,840.51	\$ 5,729.58	
1523		Business Process Analyst	EX		Bi-Weekly	\$ 1,826.93	\$ 2,234.08	\$ 2,644.42	
1011	*	Buyer	EX		Hourly	\$ 22.8366	\$ 27.9260	\$ 33.0553	
1180	*	Crime Analyst	N						
1166	*	Criminalist	N						
		Communications Specialist							
1264		Foreman/Master Fleet Technician	N						
1035		GIS Technician	N						
1698		Grants Coordinator	EX						
1003		Housing Coordinator	EX						
1695		Learning and Development Coordinator	N						
1342	*	Librarian	EX						
1184		Rehabilitation Specialist	N						
1520		Senior Animal Control Officer	N						
1409		Senior Backflow Inspector	N						
1517		Senior Building Inspector	N						
1151	*	Senior Code Enforcement Officer	N						
1134		Senior Construction Inspector	N						
1662		Senior Environmental Health Specialist	N						
1245		Senior Facilities Technician	N						
1527		Senior Human Resources Generalist	N						
1144		Senior Plans Examiner	N						
1505		Senior Right of Way Inspector	N						
1098		Senior Roadway Lighting Technician	N						
1203		Senior Stormwater Inspector	N						
1436		Senior Systems Signal Operator	N						
		Senior Technical Support Specialist	N						
1422		Emergency Management Analyst	EX	140	Annual	\$ 48,578.92	\$ 59,509.32	\$ 70,439.46	\$ 72,552.64
1006		Heritage Park Coordinator	EX		Monthly	\$ 4,048.24	\$ 4,959.11	\$ 5,869.95	
1177		Marketing Coordinator	EX		Bi-Weekly	\$ 1,868.42	\$ 2,288.82	\$ 2,709.21	
1004		Public Arts Coordinator	EX		Hourly	\$ 23.3553	\$ 28.6103	\$ 33.8651	
1169	*	Victim Advocate	N						
1168		Accreditation Administrator	EX	141	Annual	\$ 49,769.20	\$ 60,967.14	\$ 72,165.34	\$ 74,330.30
1145		Animal Control Supervisor	N		Monthly	\$ 4,147.43	\$ 5,080.60	\$ 6,013.78	
1679		Athletic Center Supervisor - Fun Club/Zone	EX		Bi-Weekly	\$ 1,914.20	\$ 2,344.89	\$ 2,775.59	
1371		Athletic Facilities Supervisor	EX		Hourly	\$ 23.9275	\$ 29.3111	\$ 34.6949	
1013		Audio Video Administrator	EX						
4037		Billing Supervisor	EX						
4026		Cashier Supervisor	EX						
1186		Code Enforcement Supervisor	N						
1408		Community Education Coordinator	EX						
1677		EDC Compliance Administrator	EX						
1250	*	Detention Supervisor	N						
1513		Discovery Center Supervisor	EX						
1391		Fitness Program Supervisor	EX						
1444		Hydrologist	EX						
1162		Landscape Architect	EX						
1050		Municipal Court Coordinator	EX						
1160		Neighborhood Services Representative	EX						
1670		Payroll Supervisor	EX						
1161	*	Planner	EX						
1167	*	Police Communications Supervisor	N						
1531	*	Police Records Supervisor	N						
1669		Property and Evidence Supervisor	N						
1428		Recreation Center Supervisor	EX						
1391		Recreation Programs Supervisor	EX						
1074		Senior Center Supervisor	EX						
1391		Special Events Supervisor	EX						
1445		Treasury Analyst I	EX						
1509		Benefits & Wellness Analyst	EX	142	Annual	\$ 50,988.34	\$ 62,460.84	\$ 73,933.34	\$ 76,151.34
8020		CVB Digital Marketing and Research Manager	EX		Monthly	\$ 4,249.03	\$ 5,205.07	\$ 6,161.11	
8000		CVB Sales Manager	EX		Bi-Weekly	\$ 1,961.09	\$ 2,402.34	\$ 2,843.59	
8022		CVB Sports & Events Services Manager	EX		Hourly	\$ 24.5136	\$ 30.0293	\$ 35.5449	
8014		CVB Sports Sales Manager	EX						
8004		CVB Tourism Sales & Convention Manager	EX						
1178	*	Fire Inspector	N						
1029	*	Human Resources Analyst	EX						
1535		Safety Coordinator	EX						



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1404	*	Accountant II - CRT	EX	143	Annual Monthly Bi-Weekly Hourly	\$ 52,237.64	\$ 63,991.16	\$ 75,744.64	\$ 78,016.98			
1158		Chief Building Inspector	EX			\$ 4,353.14	\$ 5,332.60	\$ 6,312.05				
1430		Construction Supervisor	N			\$ 2,009.14	\$ 2,461.20	\$ 2,913.26				
1128		EIT	EX			\$ 25.1143	\$ 30.7650	\$ 36.4157				
1504		Facilities Maintenance Supervisor	N									
		Financial Analyst	EX									
1508		Fire Engineering Associate	EX									
1037	*	GIS Analyst	EX									
1258		Irrigation Supervisor	N									
1111		Meter Supervisor	N									
1273		MIS Supervisor/Desktop Administrator	EX									
1107		Parks Supervisor	N									
1058		Senior Buyer	EX									
		Senior Emergency Vehicle Technician	N									
1344		Senior Librarian	EX									
1521		Signs and Markings Supervisor	N									
1256		Stormwater Supervisor	N									
1671		Stormwater Inspection Supervisor	N									
1108	*	Streets Supervisor	N									
1117		Traffic Signal & Lighting Supervisor	N									
1109	*	Utilities Maintenance Supervisor	N									
		Utilities Technician Supervisor	N									
1448	*	Utility Operations Supervisor	N									
1110		Valve & Hydrant Supervisor	N									
1691		Deputy City Secretary	EX	145	Annual Monthly Bi-Weekly Hourly	\$ 54,828.80	\$ 67,165.02	\$ 79,501.50	\$ 81,886.55			
1190	Environmental Health Supervisor	EX	\$ 4,569.07			\$ 5,597.09	\$ 6,625.13					
1093	Fleet Supervisor	N	\$ 2,108.80			\$ 2,583.27	\$ 3,057.75					
1433	Interactive Media Administrator	EX	\$ 26.3600			\$ 32.2909	\$ 38.2219					
1146	Plans Examiner Supervisor	EX										
1427	Records Manager - CSO	EX										
1059	Senior GIS Technician	EX										
4035	Senior Radio Technician	EX										
1438		Video Producer	EX									
8017		CVB Communications Manager	EX	146	Annual Monthly Bi-Weekly Hourly	\$ 56,171.96	\$ 68,810.56	\$ 81,449.42	\$ 83,892.90			
			\$ 4,681.00			\$ 5,734.21	\$ 6,787.45					
			\$ 2,160.46			\$ 2,646.56	\$ 3,132.67					
			\$ 27.0058			\$ 33.0820	\$ 39.1584					
1417		Application Syst Admin I	EX	147	Annual Monthly Bi-Weekly Hourly	\$ 57,548.14	\$ 70,496.66	\$ 83,444.14	\$ 85,947.46			
1092	Fire Fleet Manager	N	\$ 4,795.68			\$ 5,874.72	\$ 6,953.68					
1363	Library Systems Specialist	EX	\$ 2,213.39			\$ 2,711.41	\$ 3,209.39					
1686	Senior Accountant	EX	\$ 27.6674			\$ 33.8926	\$ 40.1174					
1668	Senior Compensation & Classification Analyst	EX										
1675	Senior Employee Relations Analyst	EX										
1412	Senior Financial Analyst	EX										
4004	Senior Landscape Architect	EX										
1176	Senior Planner	EX										
1356		Adult Services Manager	EX	148	Annual Monthly Bi-Weekly Hourly	\$ 58,958.13	\$ 72,223.71	\$ 85,489.29	\$ 88,053.97			
1084	Circulation Manager	EX	\$ 4,913.18			\$ 6,018.64	\$ 7,124.11					
1546	Community Development Supervisor	EX	\$ 2,267.62			\$ 2,777.84	\$ 3,288.05					
1056	Inventory Administrator	EX	\$ 28.3453			\$ 34.7229	\$ 41.1006					
4001	Police Records Manager	EX										
1688	Property Administrator	EX										
1543	Risk Administrator	EX										
1431	Sponsorship & Event Development Administrator	EX										
1044	Unified Communications Specialist	EX										
1187	Victim Assistance And Grants Administrator	EX										
1341	Youth Services Manager	EX										
1064		Application Systems Administrator II	EX			150	Annual Monthly Bi-Weekly Hourly	\$ 61,882.34		\$ 75,806.12	\$ 89,729.64	\$ 92,421.53
1694	ITS Project Manager	EX										
	Landscape Architect Supervisor	EX	\$ 5,156.86					\$ 6,317.18		\$ 7,477.47		
	Planning Supervisor	EX	\$ 2,380.09	\$ 2,915.62	\$ 3,451.14							
1421	ROW Service Administrator	EX	\$ 29.7511	\$ 36.4453	\$ 43.1393							
1041	Senior GIS Analyst	EX										



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1032		Business Analyst	EX	151	Annual	\$ 63,398.66	\$ 77,663.30	\$ 91,927.94	\$ 94,685.78
					Monthly	\$ 5,283.22	\$ 6,471.94	\$ 7,660.66	
					Bi-Weekly	\$ 2,438.41	\$ 2,987.05	\$ 3,535.69	
					Hourly	\$ 30.4801	\$ 37.3381	\$ 44.1961	
1181		Software Developer	EX	152	Annual	\$ 64,951.90	\$ 79,567.02	\$ 94,180.32	\$ 97,005.73
1182		SQL Developer	EX		Monthly	\$ 5,412.66	\$ 6,630.59	\$ 7,848.36	
1069	*	Systems Engineer	EX		Bi-Weekly	\$ 2,498.15	\$ 3,060.27	\$ 3,622.32	
					Hourly	\$ 31.2269	\$ 38.2534	\$ 45.2790	
1539		Aquatics Operations Superintendent	EX	153	Annual	\$ 66,543.10	\$ 81,515.39	\$ 96,487.56	\$ 99,382.19
4006		Assistant Chief Building Official	EX		Monthly	\$ 5,545.26	\$ 6,792.95	\$ 8,040.63	
1526		Assistant Recreation Services Manager	EX		Bi-Weekly	\$ 2,559.35	\$ 3,135.21	\$ 3,711.06	
1439		Assistant Revenue Collections Manager	EX		Hourly	\$ 31.9919	\$ 39.1901	\$ 46.3883	
1199		Animal Control Manager	EX						
1310	*	Civil Engineer	EX						
1666		Code & Health Manager	EX						
1420		Construction Superintendent	EX						
1515	*	CSI/Property & Evidence Manager	EX						
1540		Customer Service Superintendent	EX						
8006		CVB Senior Sales Manager	EX						
		Environmental Services Superintendent	EX						
1411		Facility Project Manager	EX						
1195		Fire Protection Engineer	EX						
4011		Meter Superintendent	EX						
4126		Parks Planning Superintendent	EX						
4120		Parks Superintendent	EX						
1696		Permit Services Official	EX						
1541		Programming & Fitness Superintendent	EX						
5023		Special Assistant to City Manager	EX						
1129		Stormwater Engineer	EX						
1421		Strategic Services Manager	EX						
4012		Street Superintendent	EX						
1205		Traffic Signal Superintendent	EX						
4013		Utilities Maint Superintendent	EX						
4013		Utilities Superintendent	EX						
1529		GIS Data Administrator	EX	154	Annual	\$ 68,173.56	\$ 83,512.52	\$ 98,851.48	\$ 101,817.02
1419		PW Business Analyst	EX		Monthly	\$ 5,681.13	\$ 6,959.38	\$ 8,237.62	
					Bi-Weekly	\$ 2,622.06	\$ 3,212.02	\$ 3,801.98	
					Hourly	\$ 32.7758	\$ 40.1502	\$ 47.5248	
4003		Benefits Manager	EX	155	Annual	\$ 69,843.73	\$ 90,796.85	\$ 111,749.98	\$ 115,102.48
4036	*	Employee Relations Manager	EX		Monthly	\$ 5,820.31	\$ 7,566.40	\$ 9,312.50	
1673		Information Services Supervisor	EX		Bi-Weekly	\$ 2,686.30	\$ 3,492.19	\$ 4,298.08	
1201	*	Network Engineer	EX		Hourly	\$ 33.5787	\$ 43.6523	\$ 53.7260	
1434		Senior Business Analyst	EX						
1388	*	Traffic Engineer	EX						
4007	*	Accounting Manager	EX	156	Annual	\$ 71,554.86	\$ 93,021.50	\$ 114,487.80	\$ 117,922.43
1681		Arts, Culture & Special Events Manager	EX		Monthly	\$ 5,962.91	\$ 7,751.79	\$ 9,540.65	
1693		Business Services Manager	EX		Bi-Weekly	\$ 2,752.11	\$ 3,577.75	\$ 4,403.38	
8018		CVB Director of Communications & Marketing	EX		Hourly	\$ 34.4014	\$ 44.7219	\$ 55.0422	
8123		CVB Director of Sports and Events	EX						
4025	*	Environmental Services Manager	EX						
4009		Facilities Manager	EX						
4008		Financial Services Manager	EX						
1095	*	Fleet Services Manager	EX						
1528		GIS Manager	EX						
1536		Manager of Intergovernmental Relations and Program Management	EX						
1680		MIS Supervisor	EX						
4022	*	Municipal Court Administrator	EX						
1692		Parks Services Manager	EX						
4033		Planning Manager	EX						
4016	*	Purchasing Manager	EX						
4122	*	Recreation Services Manager	EX						
4015		Revenue Collections Manager	EX						
1432		Stormwater Manager	EX						
1697		Treasury Manager	EX						
1192		Water Resources Manager	EX						



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4030	*	Radio Systems Manager	EX	157	Annual	\$ 73,308.04	\$ 95,300.40	\$ 117,292.76	\$ 120,811.54
4018	*	Police Communications Manager	EX		Monthly	\$ 6,109.00	\$ 7,941.70	\$ 9,774.40	
					Bi-Weekly	\$ 2,819.54	\$ 3,665.40	\$ 4,511.26	
					Hourly	\$ 35.2443	\$ 45.8175	\$ 56.3908	
1040	*	Database Administrator	EX	158	Annual	\$ 75,104.12	\$ 97,635.20	\$ 120,166.54	\$ 123,771.54
					Monthly	\$ 6,258.68	\$ 8,136.27	\$ 10,013.88	
					Bi-Weekly	\$ 2,888.62	\$ 3,755.20	\$ 4,621.79	
					Hourly	\$ 36.1078	\$ 46.9400	\$ 57.7724	
1443		Public Works Maintenance Engineer	EX	159	Annual	\$ 76,944.14	\$ 100,027.46	\$ 123,110.52	\$ 126,803.84
1130		ROW Manager	EX		Monthly	\$ 6,412.01	\$ 8,335.62	\$ 10,259.21	
1506		Senior Civil Engineer	EX		Bi-Weekly	\$ 2,959.39	\$ 3,847.21	\$ 4,735.02	
1202		Senior Fire Protection Engineer	EX		Hourly	\$ 36.9924	\$ 48.0901	\$ 59.1878	
1202		Senior Stormwater Engineer	EX						
1132		Senior Traffic Engineer	EX						
1063		Information Services Manager	EX	160	Annual	\$ 78,829.14	\$ 102,477.96	\$ 126,126.78	\$ 129,910.58
1052		MIS/Computer Technology Manager	EX		Monthly	\$ 6,569.10	\$ 8,539.83	\$ 10,510.57	
					Bi-Weekly	\$ 3,031.89	\$ 3,941.46	\$ 4,851.03	
					Hourly	\$ 37.8986	\$ 49.2683	\$ 60.6379	
4038	*	Assistant Controller	EX	162	Annual	\$ 82,739.28	\$ 107,560.96	\$ 132,382.64	\$ 136,354.12
1550		Budget & Strategic Planning Manager	EX		Monthly	\$ 6,894.94	\$ 8,963.41	\$ 11,031.89	
					Bi-Weekly	\$ 3,182.28	\$ 4,136.96	\$ 5,091.64	
					Hourly	\$ 39.7785	\$ 51.7120	\$ 63.6455	
1549		Capital Projects Manager	EX	163	Annual	\$ 84,766.24	\$ 110,196.06	\$ 135,626.14	\$ 139,694.92
5015		Chief Building Official	EX		Monthly	\$ 7,063.85	\$ 9,183.01	\$ 11,302.18	
1511	*	Deputy Emergency Management Coordinator	EX		Bi-Weekly	\$ 3,260.24	\$ 4,238.31	\$ 5,216.39	
1548		Development Manager	EX		Hourly	\$ 40.7530	\$ 52.9789	\$ 65.2049	
1667		IT Security Officer	EX						
1684		Transportation Planning Manager	EX						
1685		Traffic Signal and ITS Manager	EX						



## EXECUTIVE PAY PLAN - FY 2018/2019

Effective 10/01/2018

JOB CLASS CODE	TITLE	FLSA	Pay Grade		MINIMUM	MIDPOINT	MAXIMUM
1347	Assistant Director - Library	E	200	Annual	\$ 86,885.50	\$ 112,951.02	\$ 139,016.54
4125	Assistant Director - Parks and Recreation	E		Monthly	\$ 7,240.46	\$ 9,412.59	\$ 11,584.71
1193	Engineering Division Manager	E		Bi-Weekly	\$ 3,341.75	\$ 4,344.27	\$ 5,346.79
				Hourly	\$ 41.7719	\$ 54.3034	\$ 66.8349
5121	Associate Municipal Court Judge	E	201	Annual	\$ 89,057.54	\$ 115,774.88	\$ 142,491.96
				Monthly	\$ 7,421.46	\$ 9,647.91	\$ 11,874.33
				Bi-Weekly	\$ 3,425.29	\$ 4,452.88	\$ 5,480.46
				Hourly	\$ 42.8161	\$ 55.6610	\$ 68.5058
8013	CVB Dir Of Sales and Services	E	202	Annual	\$ 91,283.92	\$ 118,669.20	\$ 146,054.22
				Monthly	\$ 7,606.99	\$ 9,889.10	\$ 12,171.19
				Bi-Weekly	\$ 3,510.92	\$ 4,564.20	\$ 5,617.47
				Hourly	\$ 43.8865	\$ 57.0525	\$ 70.2184
4027	Assistant Director - Finance	E	204	Annual	\$ 95,905.16	\$ 124,679.36	\$ 153,448.36
1200	Assistant Director - Information Technology	E		Monthly	\$ 7,992.10	\$ 10,389.95	\$ 12,787.36
4029	Assistant Director - Transportation Engineering	E		Bi-Weekly	\$ 3,688.66	\$ 4,795.36	\$ 5,901.86
4501	Assistant Public Works Director	E		Hourly	\$ 46.1083	\$ 59.9420	\$ 73.7733
5016	City Secretary	E					
5120	Municipal Court Judge	E					
5001	Director Of Communications & Media Relations	E	205	Annual	\$ 98,302.88	\$ 127,793.64	\$ 157,284.66
5002	Director Of Human Resources	E		Monthly	\$ 8,191.91	\$ 10,649.47	\$ 13,107.06
5004	Director Of Parks & Recreation	E		Bi-Weekly	\$ 3,780.88	\$ 4,915.14	\$ 6,049.41
5003	Library Director	E		Hourly	\$ 47.2610	\$ 61.4393	\$ 75.6176
4503	Deputy Director - Public Works	E	206	Annual	\$ 100,760.40	\$ 130,988.52	\$ 161,216.64
				Monthly	\$ 8,396.70	\$ 10,915.71	\$ 13,434.72
				Bi-Weekly	\$ 3,875.40	\$ 5,038.02	\$ 6,200.64
				Hourly	\$ 48.4425	\$ 62.9753	\$ 77.5080
5005	Executive Director CVB	E	207	Annual	\$ 103,279.54	\$ 134,263.22	\$ 165,247.16
5020	Director Of Administrative Services	E		Monthly	\$ 8,606.63	\$ 11,188.60	\$ 13,770.60
				Bi-Weekly	\$ 3,972.29	\$ 5,163.97	\$ 6,355.66
				Hourly	\$ 49.6536	\$ 64.5496	\$ 79.4458
5008	Director Of Development Services	E	209	Annual	\$ 108,507.88	\$ 141,060.40	\$ 173,612.66
5014	Director Of Engineering Services	E		Monthly	\$ 9,042.32	\$ 11,755.03	\$ 14,467.72
5006	Director Of Finance	E		Bi-Weekly	\$ 4,173.38	\$ 5,425.40	\$ 6,677.41
5007	Director of Information Technology	E		Hourly	\$ 52.1673	\$ 67.8175	\$ 83.4676
5009	Director Of Public Works	E					
5012	Fire Chief	E	210	Annual	\$ 113,933.30	\$ 148,113.42	\$ 182,293.28
5011	Police Chief	E		Monthly	\$ 9,494.44	\$ 12,342.79	\$ 15,191.11
				Bi-Weekly	\$ 4,382.05	\$ 5,696.67	\$ 7,011.28
				Hourly	\$ 54.7756	\$ 71.2084	\$ 87.6410
5010	Assistant City Manager	E	211	Annual	\$ 142,416.56	\$ 185,141.58	\$ 227,866.60
				Monthly	\$ 11,868.05	\$ 15,428.47	\$ 18,988.88
				Bi-Weekly	\$ 5,477.56	\$ 7,120.83	\$ 8,764.10
				Hourly	\$ 68.4695	\$ 89.0104	\$ 109.5513
5013	Deputy City Manager	E	212	Annual	\$ 149,537.44	\$ 194,398.88	\$ 239,260.06
				Monthly	\$ 12,461.45	\$ 16,199.91	\$ 19,938.34
				Bi-Weekly	\$ 5,751.44	\$ 7,476.88	\$ 9,202.31
				Hourly	\$ 71.8930	\$ 93.4610	\$ 115.0289



Effective 10/01/2018

## POLICE PAY PLAN - FY 2018/2019

GRADE	JOB CODE	POSITION	PERIOD	STEP - 0	STEP - 1	STEP - 2	STEP - 3	STEP - 4	STEP - 5	STEP - 6	STEP - 7	POTENTIAL EARNINGS AT TOP OUT
40 A	2004 1522	Police Officer Cadet Fire Investigator Recruit	Annual Monthly Bi-Weekly Hourly (2080)	\$59,869.68 \$4,989.14 \$2,302.68 \$28.7835								
42 A	2504 2005 1514	Police Officer Bailiff Fire Investigator	Annual Monthly Bi-Weekly Hourly (2080)	\$64,705.16 \$5,392.10 \$2,488.66 \$31.1083	\$66,646.32 \$5,553.86 \$2,563.32 \$32.0415	\$68,645.98 \$5,720.50 \$2,640.23 \$33.0029	\$70,704.92 \$5,892.08 \$2,719.42 \$33.9928	\$72,826.52 \$6,068.88 \$2,801.02 \$35.0128	\$75,011.30 \$6,250.94 \$2,885.05 \$36.0631	\$78,011.96 \$6,501.00 \$3,000.46 \$37.5058	\$81,912.32 \$6,826.03 \$3,150.47 \$39.3809	\$84,369.69
43 A	2506	Police Corporal	Annual Monthly Bi-Weekly Hourly (2080)	\$68,587.48 \$5,715.62 \$2,637.98 \$32.9748	\$70,645.12 \$5,887.09 \$2,717.12 \$33.9640	\$72,764.64 \$6,063.72 \$2,798.64 \$34.9830	\$74,947.60 \$6,245.63 \$2,882.60 \$36.0325	\$77,196.34 \$6,433.03 \$2,969.09 \$37.1136	\$79,511.90 \$6,625.99 \$3,058.15 \$38.2269	\$82,692.48 \$6,891.04 \$3,180.48 \$39.7560	\$86,827.00 \$7,235.58 \$3,339.50 \$41.7438	\$89,431.81
52 A	2513	Police Sergeant	Annual Monthly Bi-Weekly Hourly (2080)	\$91,240.76 \$7,603.40 \$3,509.26 \$43.8658	\$93,978.04 \$7,831.50 \$3,614.54 \$45.1818	\$96,797.48 \$8,066.46 \$3,722.98 \$46.5373						\$99,701.40
59 A	2502	Police Lieutenant	Annual Monthly Bi-Weekly Hourly (2080)	\$102,586.64 \$8,548.89 \$3,945.64 \$49.3205	\$105,664.26 \$8,805.36 \$4,064.01 \$50.8001	\$108,834.18 \$9,069.52 \$4,185.93 \$52.3241						\$112,099.21
65 A	2500	Police Deputy Chief	Annual Monthly Bi-Weekly Hourly (2080)	\$119,474.68 \$9,956.22 \$4,595.18 \$57.4398	\$123,058.78 \$10,254.90 \$4,733.03 \$59.1629	\$126,750.78 \$10,562.57 \$4,875.03 \$60.9379						\$130,553.30
68 A	5017	Police Assistant Chief	Annual Monthly Bi-Weekly Hourly (2080)	\$138,884.20 \$11,573.68 \$5,341.70 \$66.7713	\$143,050.70 \$11,920.89 \$5,501.95 \$68.7744							\$147,342.22





Effective 10/01/2018

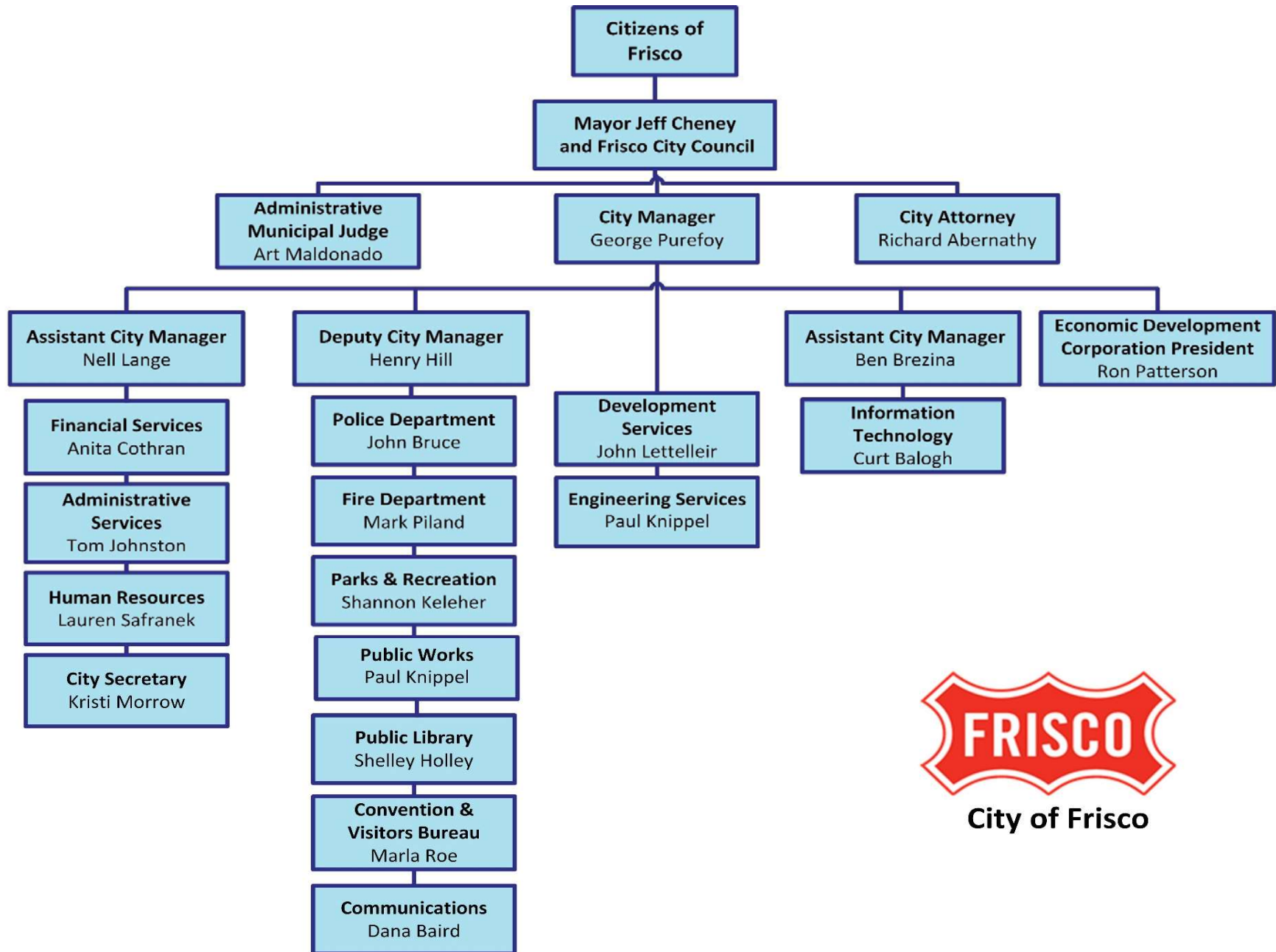
## FIRE PAY PLAN - FY 2018/2019

	POSITION	PERIOD	JOB CODE	SHIFT CODE	STEP - 0	STEP - 1	STEP - 2	STEP - 3	STEP - 4	STEP - 5	STEP - 6	Potential Earnings at TopOut	
36	Firefighter	Annual Monthly Bi-Weekly Hourly (2080) Hourly (2912)	3010 3000	36A 36B	\$63,117.08 \$5,259.76 \$2,427.58 \$30.3448 \$21.6748	\$65,010.66 \$5,417.56 \$2,500.41 \$31.2551 \$22.3251	\$66,961.18 \$5,580.10 \$2,575.43 \$32.1929 \$22.9949	\$68,969.68 \$5,747.47 \$2,652.68 \$33.1585 \$23.6846	\$71,039.02 \$5,919.92 \$2,732.27 \$34.1534 \$24.3953	\$73,170.24 \$6,097.52 \$2,814.24 \$35.1780 \$25.1271	\$75,365.16 \$6,280.43 \$2,898.66 \$36.2333 \$25.8809	\$77,626.31	
45	Firefighter/Paramedic	Annual Monthly Bi-Weekly Hourly (2080) Hourly (2912)	3005 3006	45A 45B	\$67,443.48 \$5,620.29 \$2,593.98 \$32.4248 \$23.1605	\$69,336.54 \$5,778.05 \$2,666.79 \$33.3349 \$23.8106	\$71,287.32 \$5,940.61 \$2,741.82 \$34.2728 \$24.4805	\$73,295.82 \$6,107.99 \$2,819.07 \$35.2384 \$25.1703	\$75,365.16 \$6,280.43 \$2,898.66 \$36.2333 \$25.8809	\$77,496.12 \$6,458.01 \$2,980.62 \$37.2578 \$26.6127	\$79,691.56 \$6,640.96 \$3,065.06 \$38.3133 \$27.3666	\$82,082.13	
50	Fire Lieutenant*	Annual Monthly Bi-Weekly Hourly (2080) Hourly (2912)	3203 3200	50A 50B	\$89,674.00 \$7,472.83 \$3,449.00 \$43.1125 \$30.7946	\$92,365.26 \$7,697.11 \$3,552.51 \$44.4064 \$31.7188	\$95,136.08 \$7,928.01 \$3,659.08 \$45.7385 \$32.6704						\$97,990.30
56	Fire Captain*	Annual Monthly Bi-Weekly Hourly (2080) Hourly (2912)	3201 3206 3202	56A 56B	\$99,892.00 \$8,324.33 \$3,842.00 \$48.0250 \$34.3036	\$102,888.76 \$8,574.06 \$3,957.26 \$49.4658 \$35.3327	\$105,975.48 \$8,831.29 \$4,075.98 \$50.9498 \$36.3927						\$109,154.69
59	Fire Battalion Chief Fire Marshal	Annual Monthly Bi-Weekly Hourly (2080) Hourly (2912)	3400 3407	59A 59B	\$115,860.94 \$9,655.08 \$4,456.19 \$55.7024 \$39.7874	\$119,336.62 \$9,944.72 \$4,589.87 \$57.3734 \$40.9810						\$122,916.87	
63	Fire Deputy Chief	Annual Monthly Bi-Weekly Hourly (2080)	3405	63A	\$128,417.64 \$10,701.47 \$4,939.14 \$61.7393	\$132,270.44 \$11,022.54 \$5,087.32 \$63.5916						\$136,238.55	
67	Assistant Fire Chief	Annual Monthly Bi-Weekly Hourly (2080)	3403	67A	\$138,883.68 \$11,573.64 \$5,341.68 \$66.7710	\$143,050.44 \$11,920.87 \$5,501.94 \$68.7743						\$147,341.97	

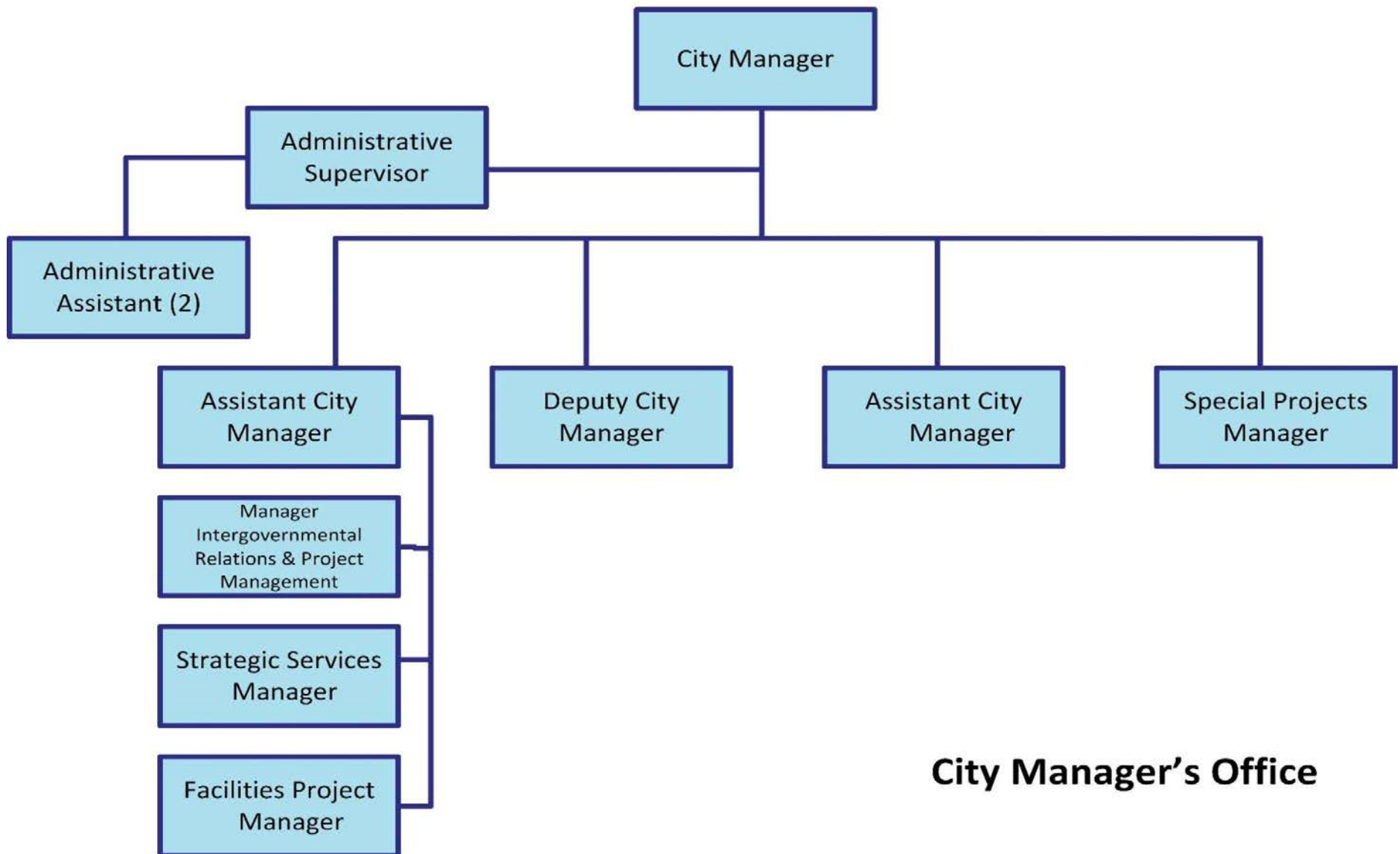
\* PARAMEDIC CERTIFICATION PAY IS \$350 PER MONTH PAID FOR LIEUTENANT AND CAPTAIN RANKS FOR ALL CERTIFIED PARAMEDICS

	POSITION	PERIOD	JOB CODE	SHIFT CODE	STEP - 0	STEP - 1	STEP - 2	STEP - 3	STEP - 4	STEP - 5	STEP - 6	Potential Earnings at TopOut
36	PT Paramedic - Special Events	Annual Monthly Bi-Weekly Hourly (2080)	3001	36A	\$63,117.08 \$5,259.76 \$2,427.58 \$30.3448	\$65,010.66 \$5,417.56 \$2,500.41 \$31.2551	\$66,961.18 \$5,580.10 \$2,575.43 \$32.1929	\$68,969.68 \$5,747.47 \$2,652.68 \$33.1585	\$71,039.02 \$5,919.92 \$2,732.27 \$34.1534	\$73,170.24 \$6,097.52 \$2,814.24 \$35.1780	\$75,365.16 \$6,280.43 \$2,898.66 \$36.2333	\$77,626.31

## Organizational Charts

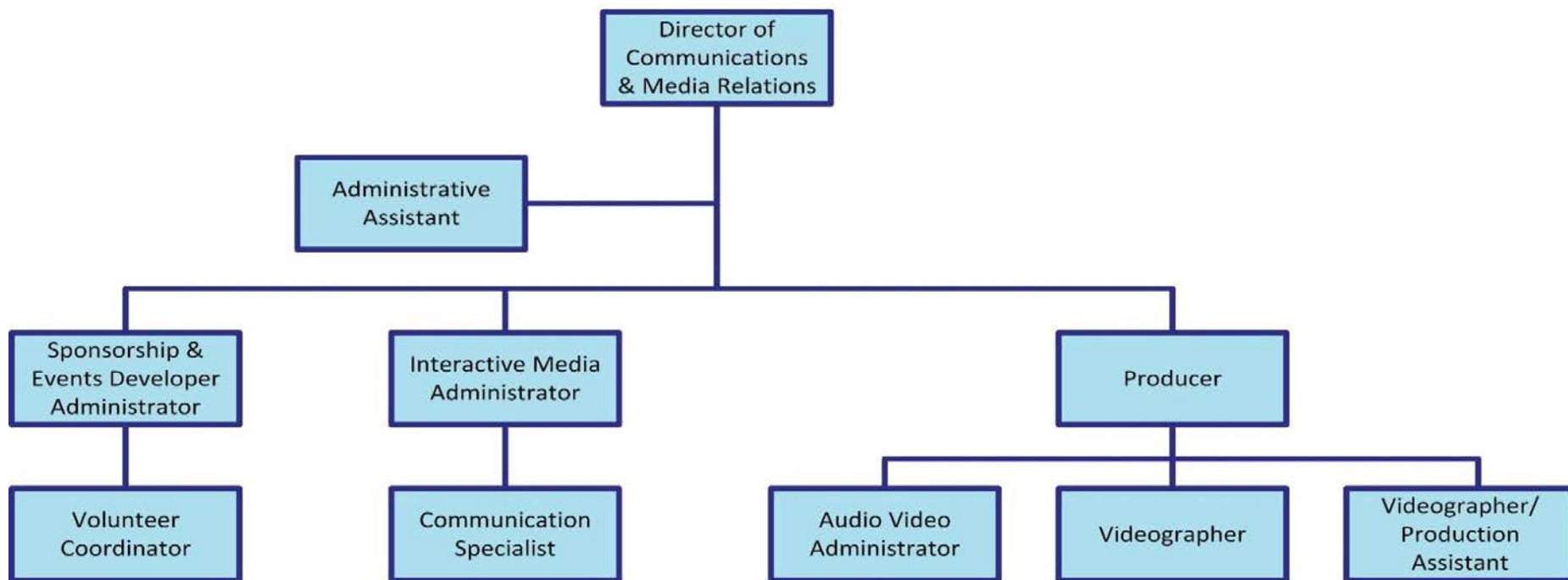


## Organizational Charts



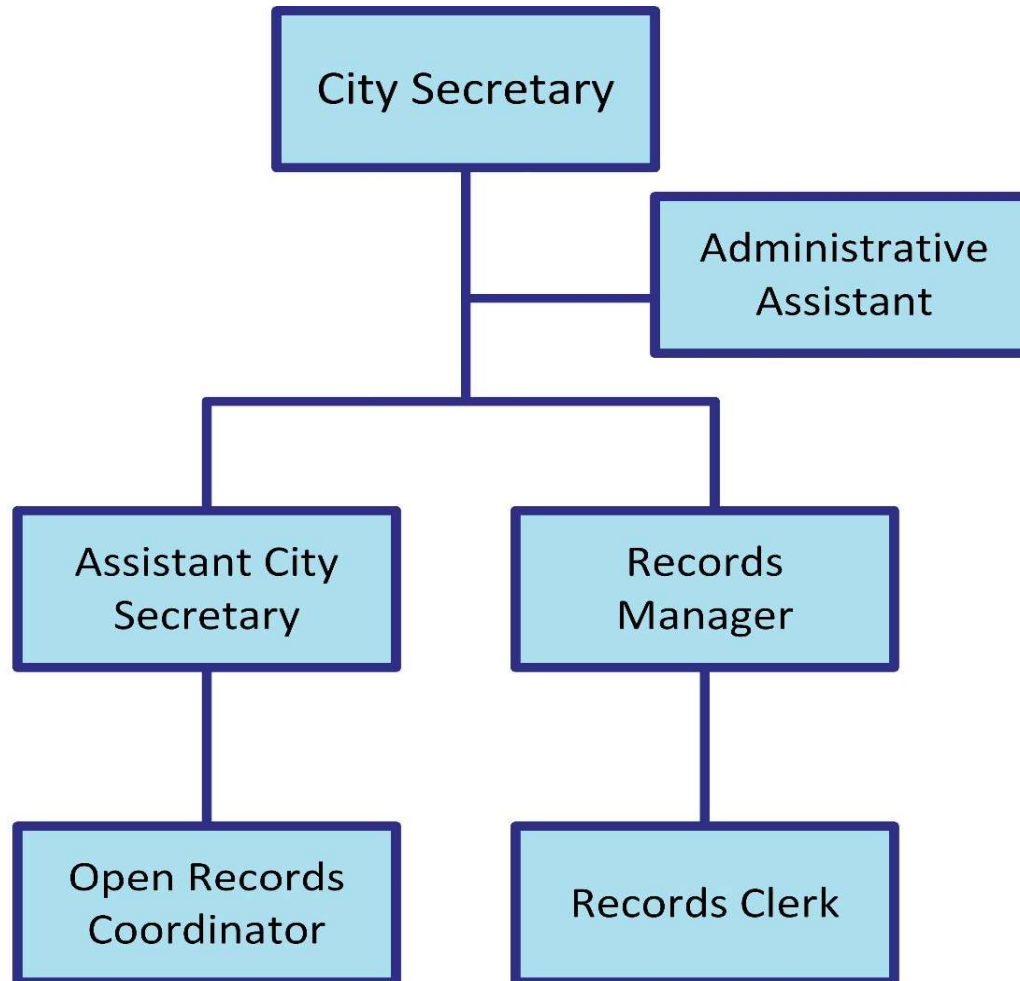
**City Manager's Office**

## Organizational Charts



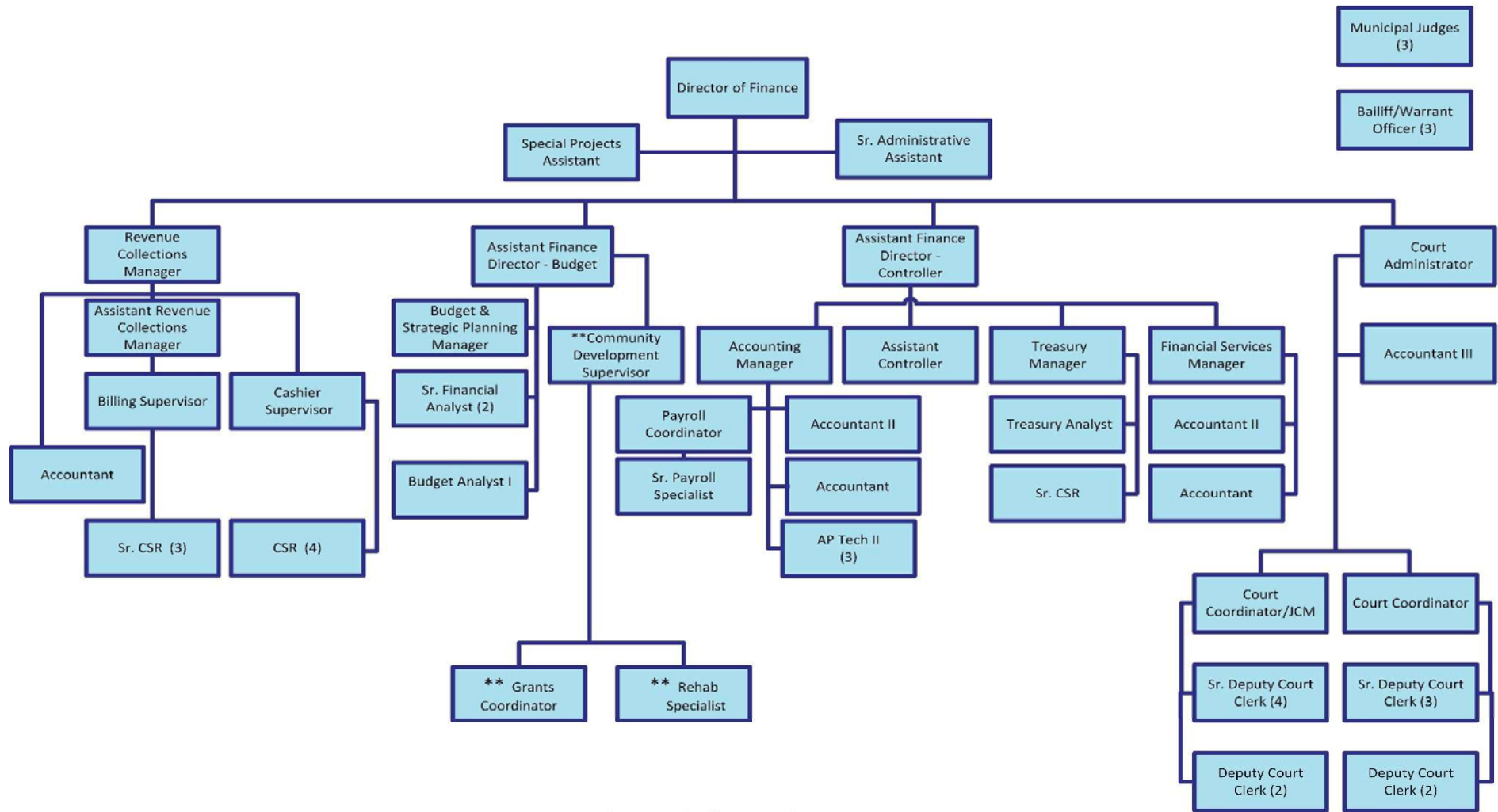
## Communications

## Organizational Charts



## **City Secretary's Office**

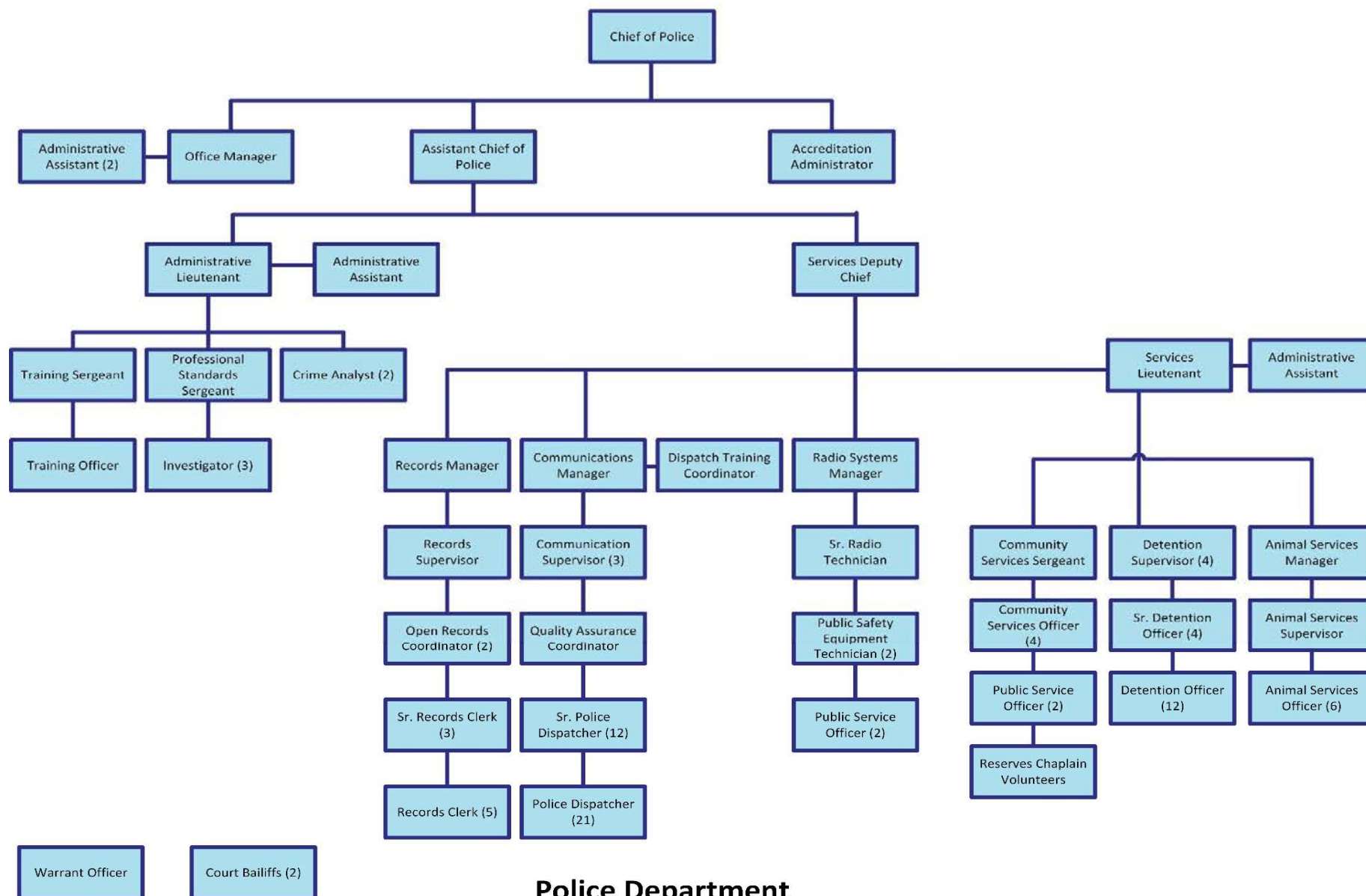
# Organizational Charts



## Financial Services

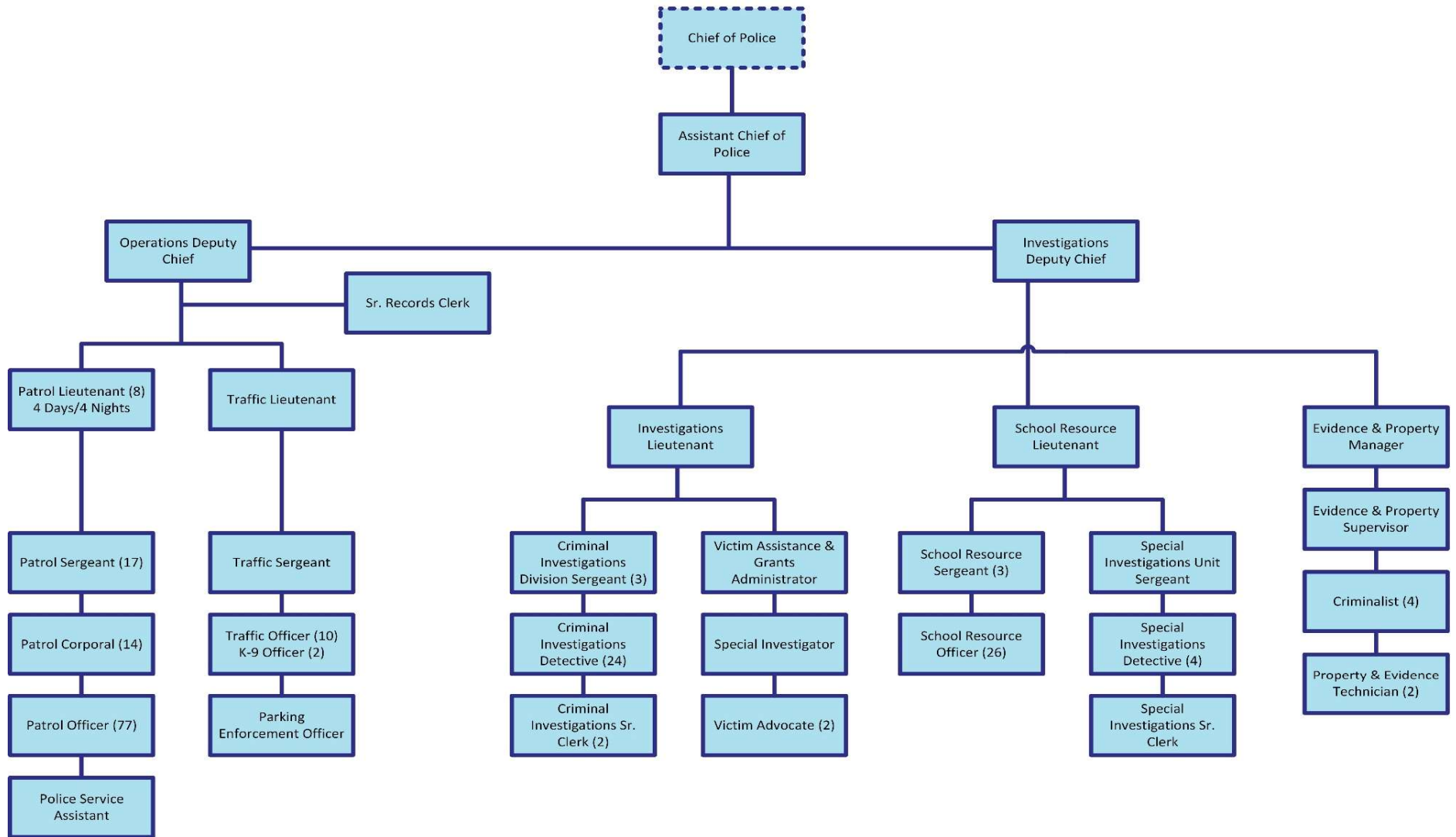
\*\*Funded Partially by CDBG/Development Services

**Police Department  
(Administration & Services)**





## Organizational Charts

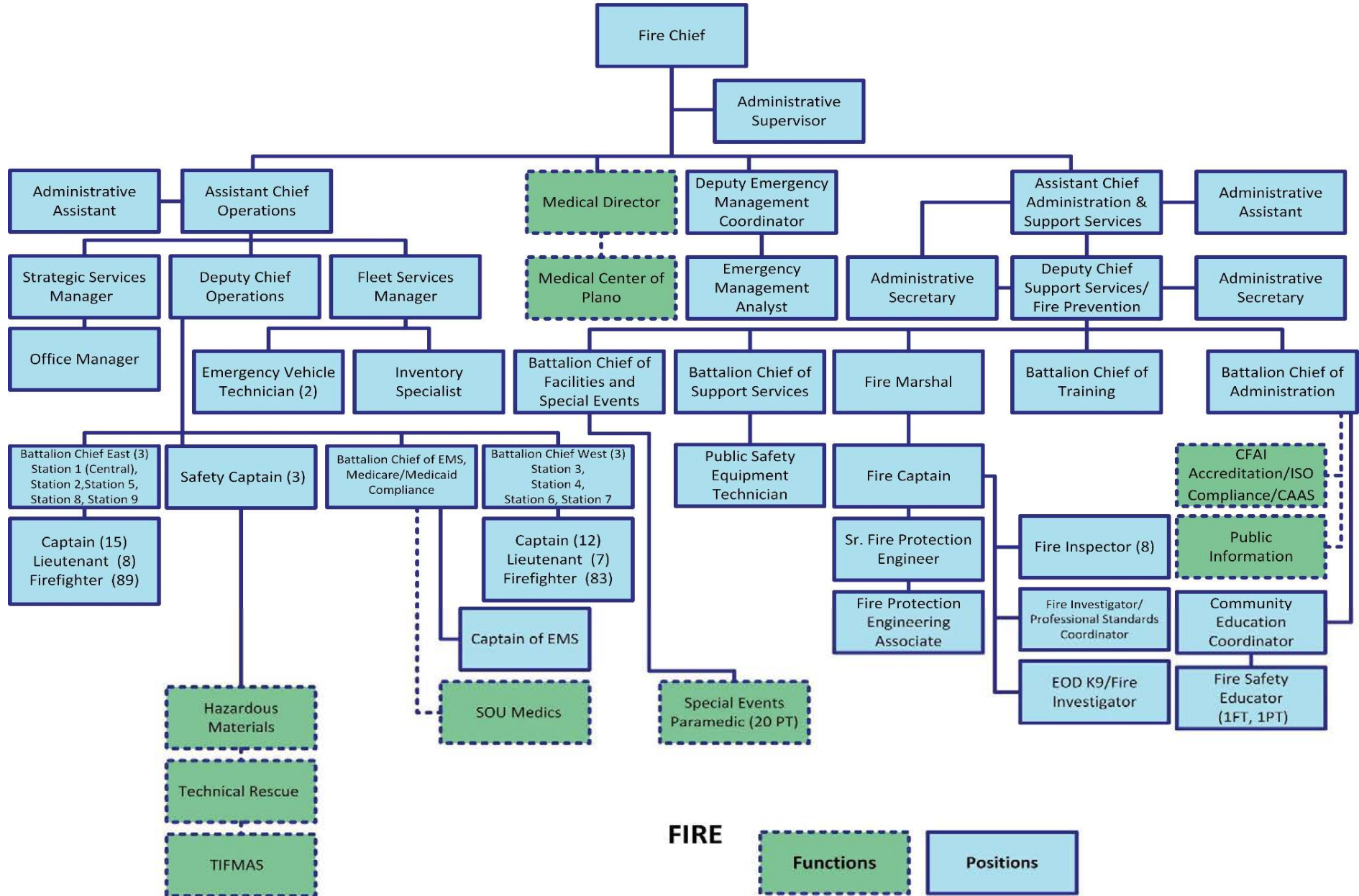


### Police Department (Operations & Investigations)

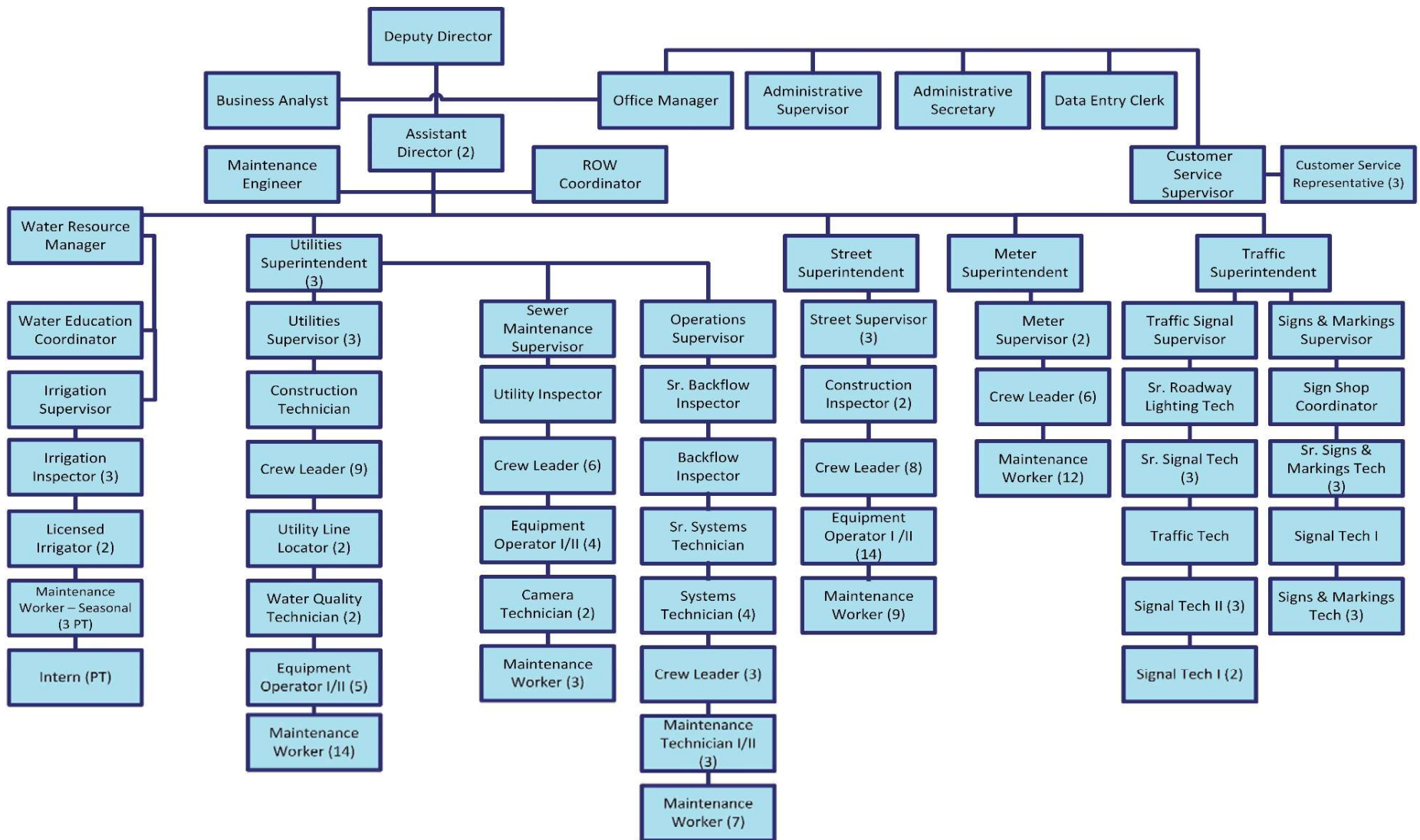
\*Position Accounted for on Administration & Services Organization Chart



# Organizational Charts

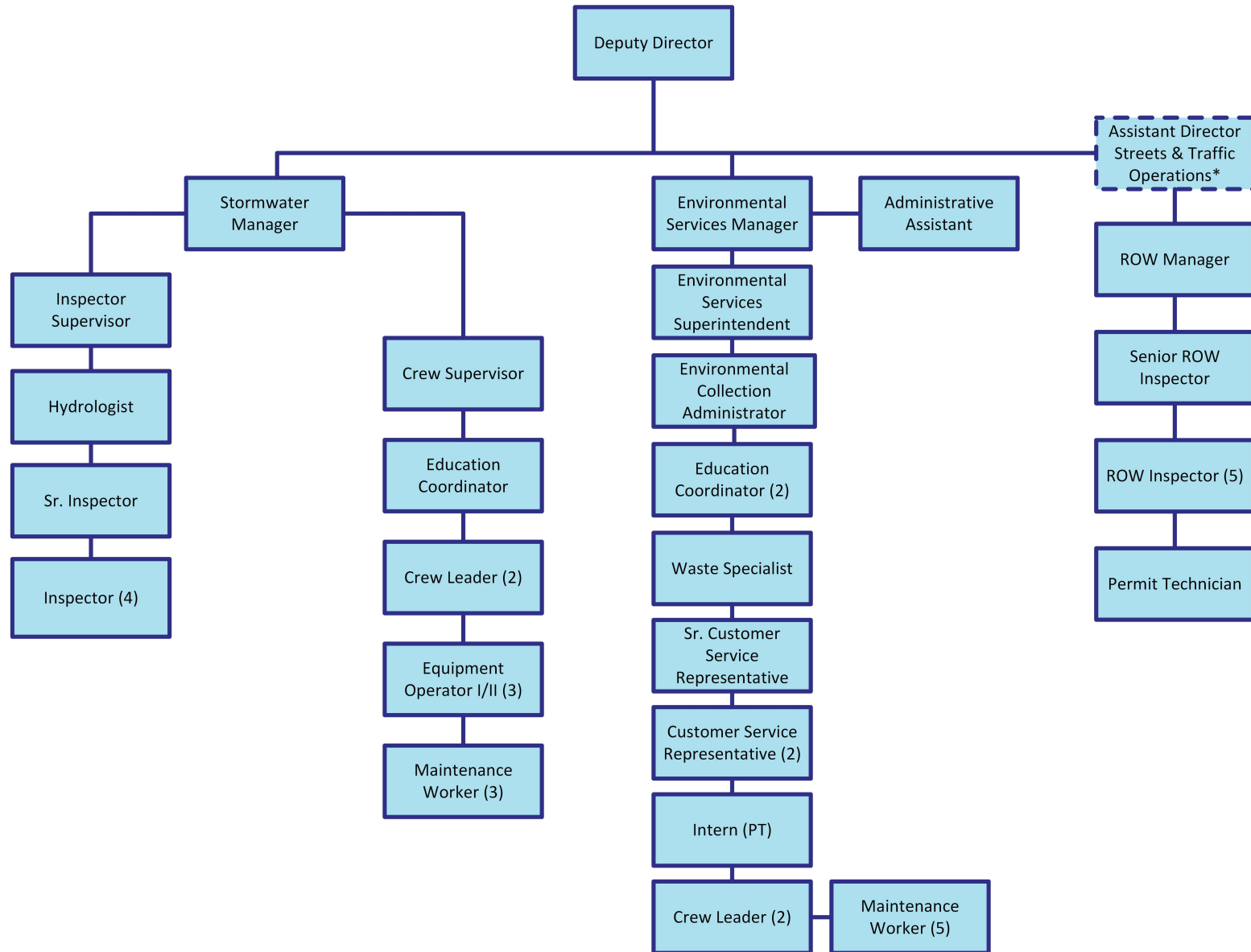


## Organizational Charts



## Public Works-Utilities

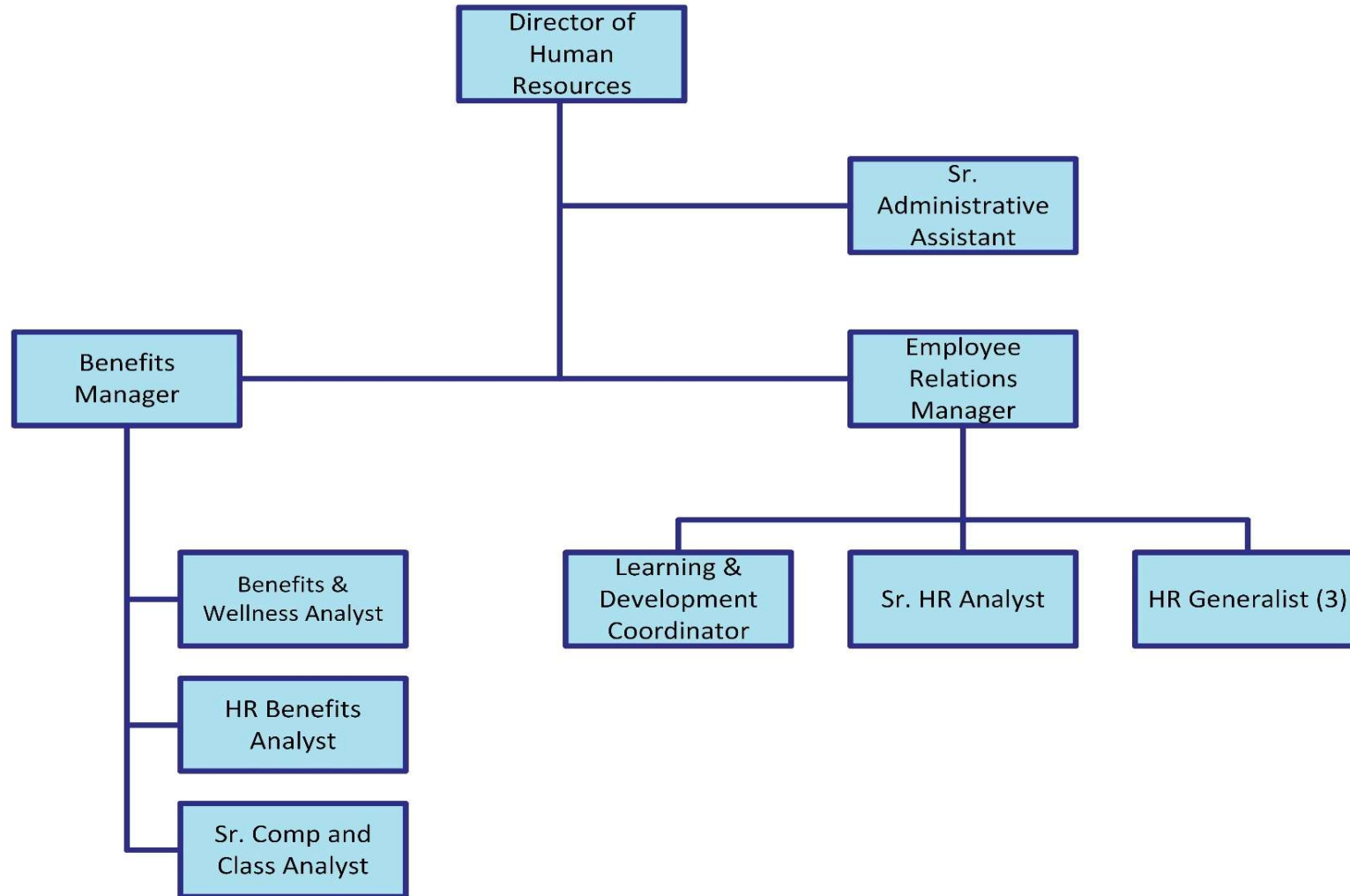
## Organizational Charts



### Public Works

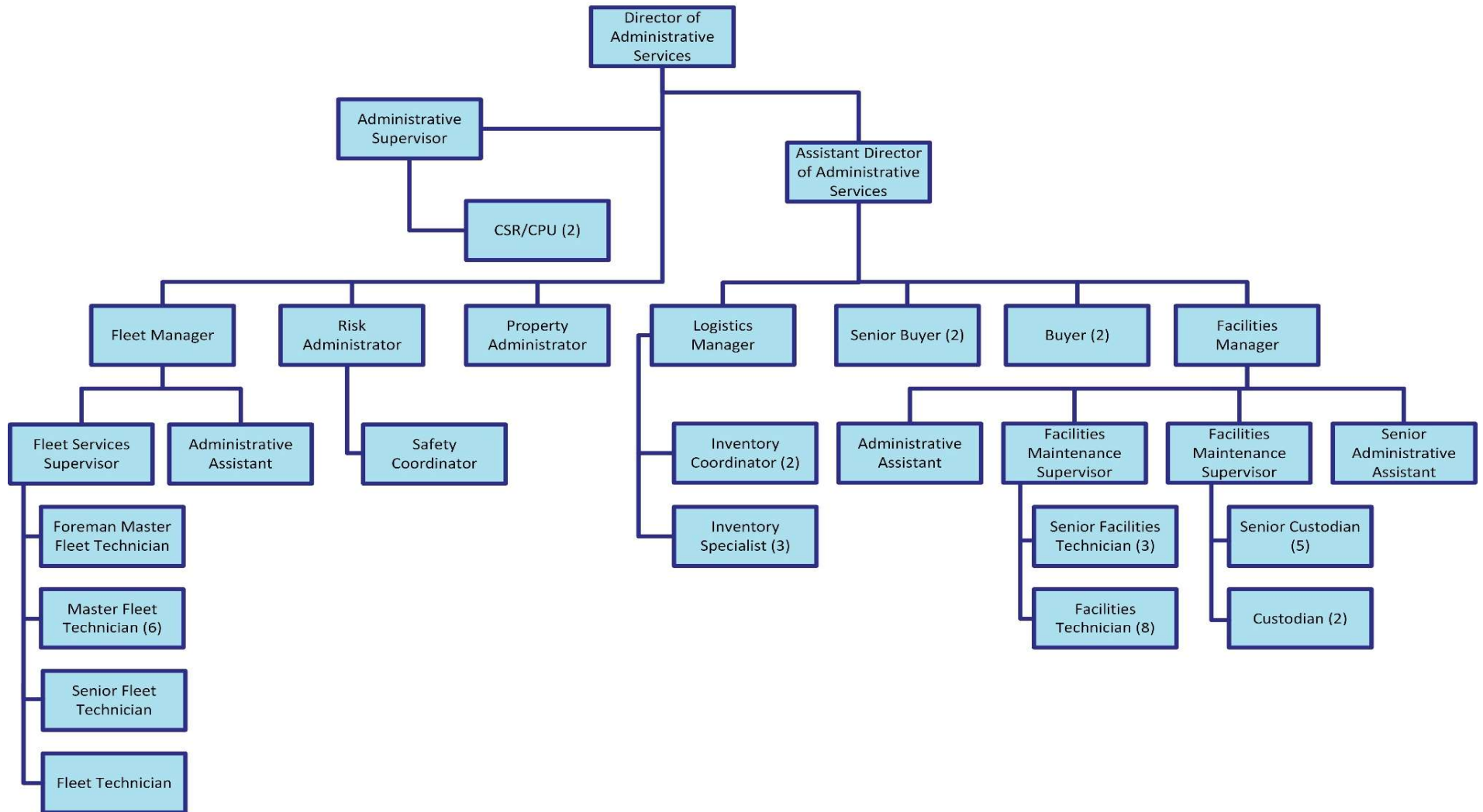
\*Position Accounted for on Public Works – Utilities Organization Chart

## Organizational Charts



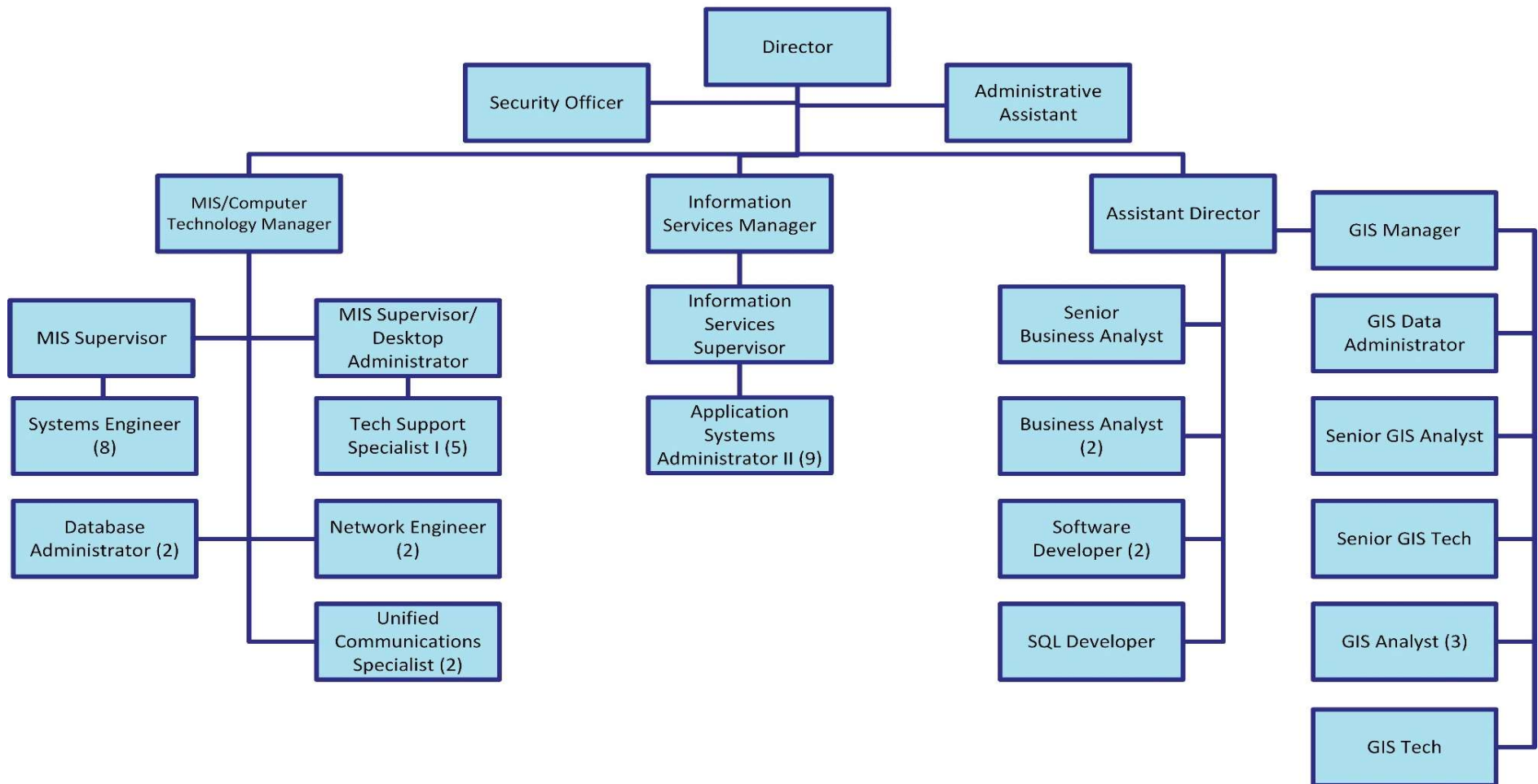
## Human Resources

## Organizational Charts



## Administrative Services

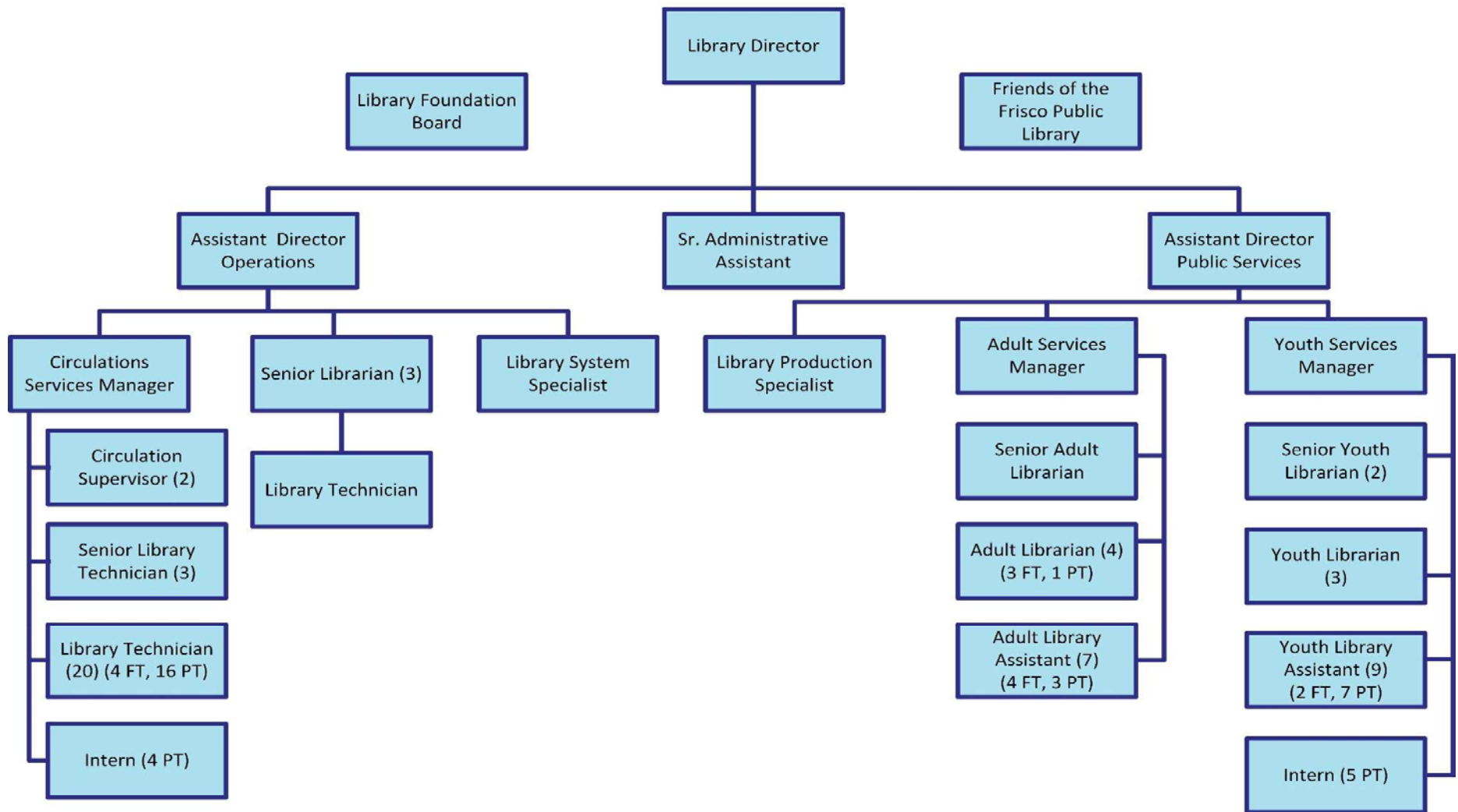
## Organizational Charts



## Information Technology

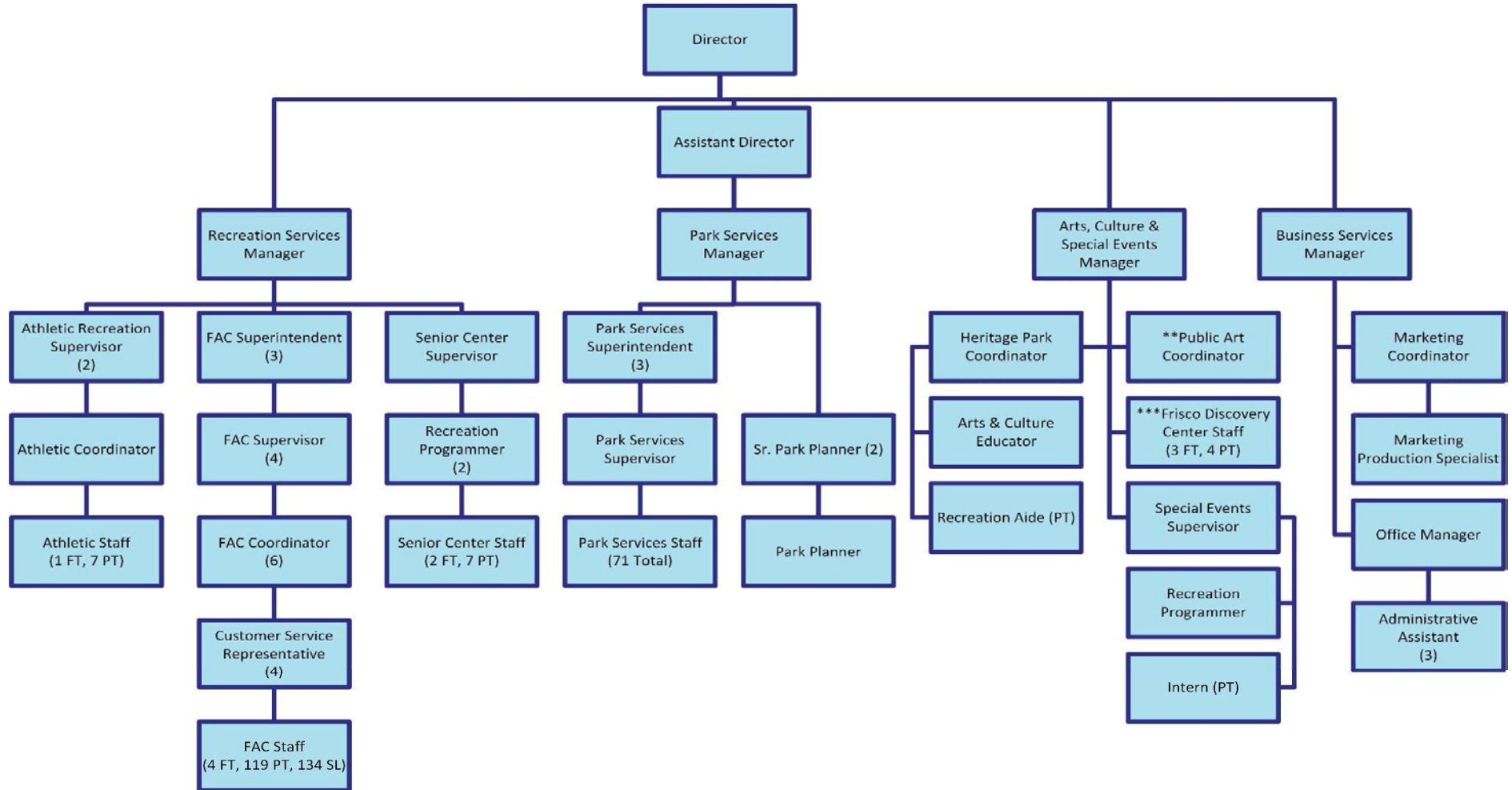


## Organizational Charts



## Library

## Organizational Charts

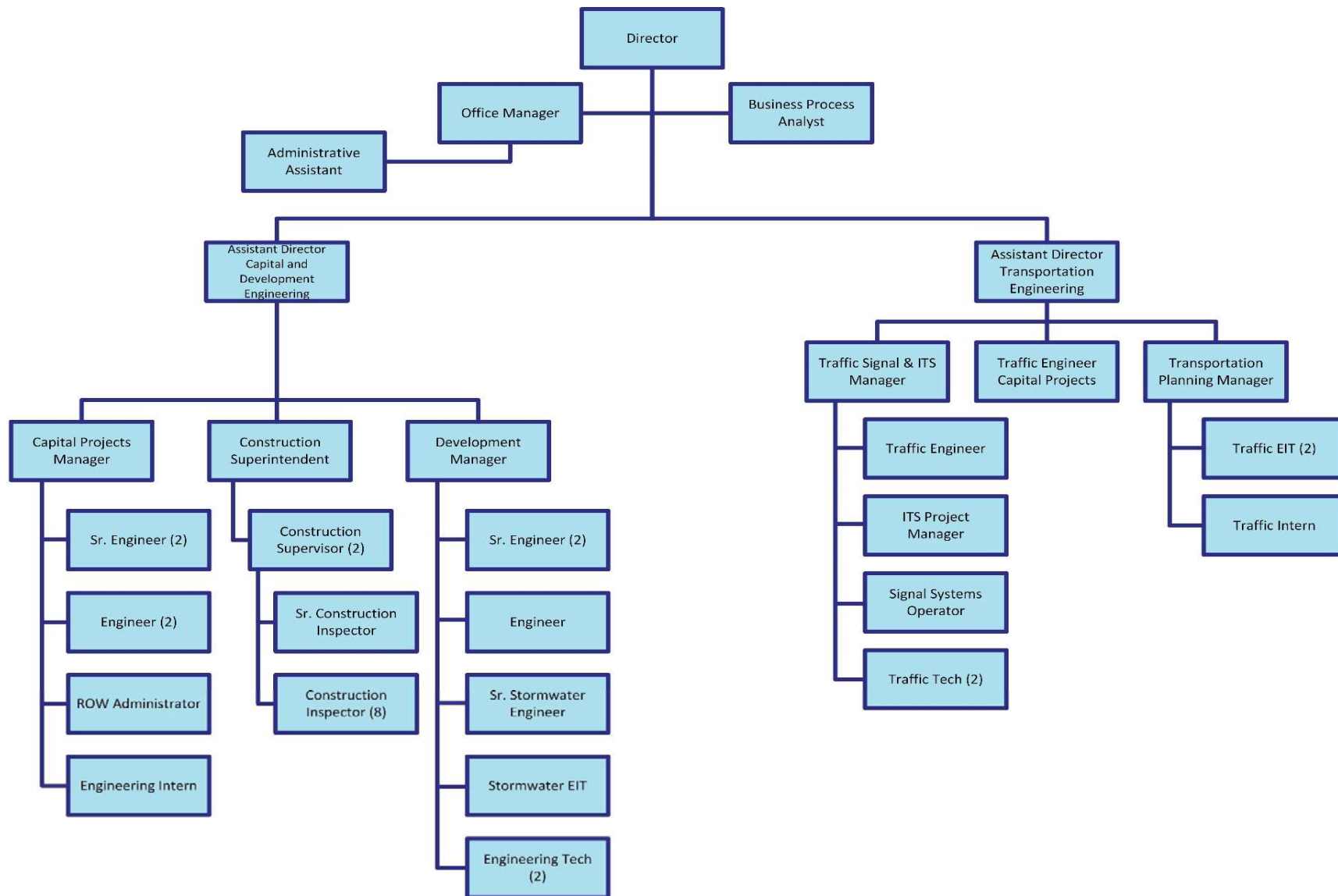


## Parks and Recreation

\*\* Funded by Public Art Fund  
 \*\*\* Funded by Frisco CDC

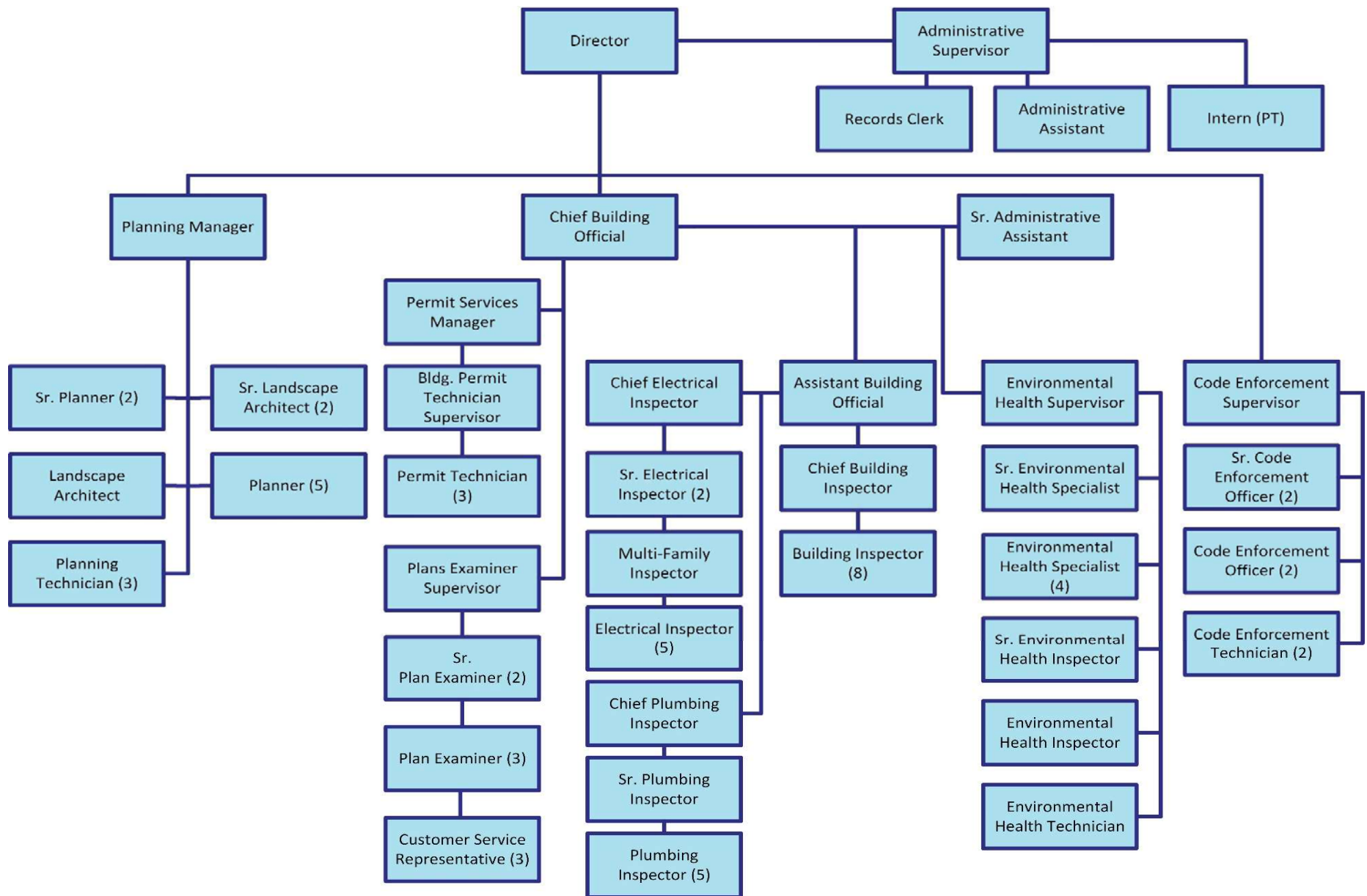


## Organizational Charts



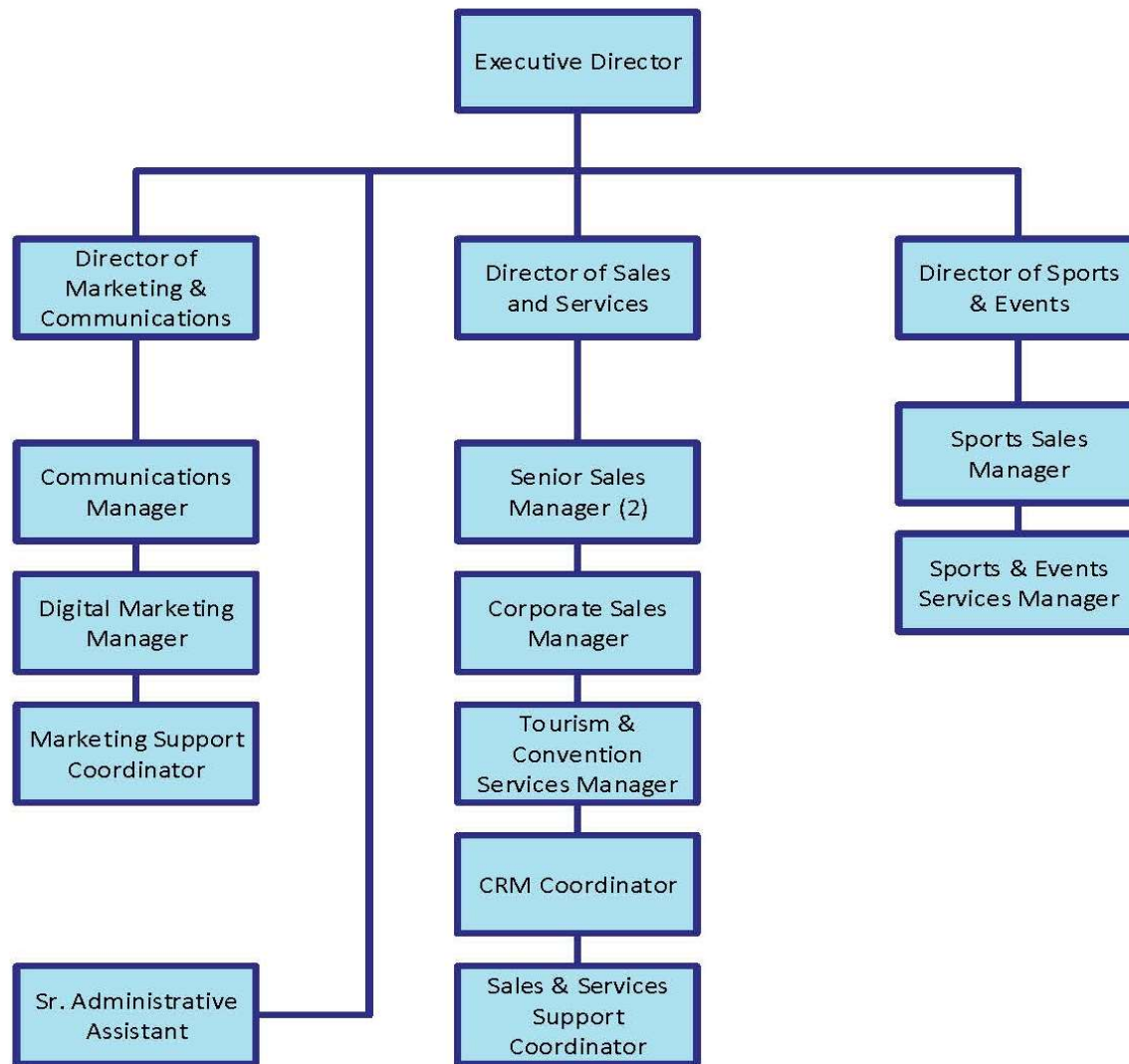
## Engineering Services

## Organizational Charts



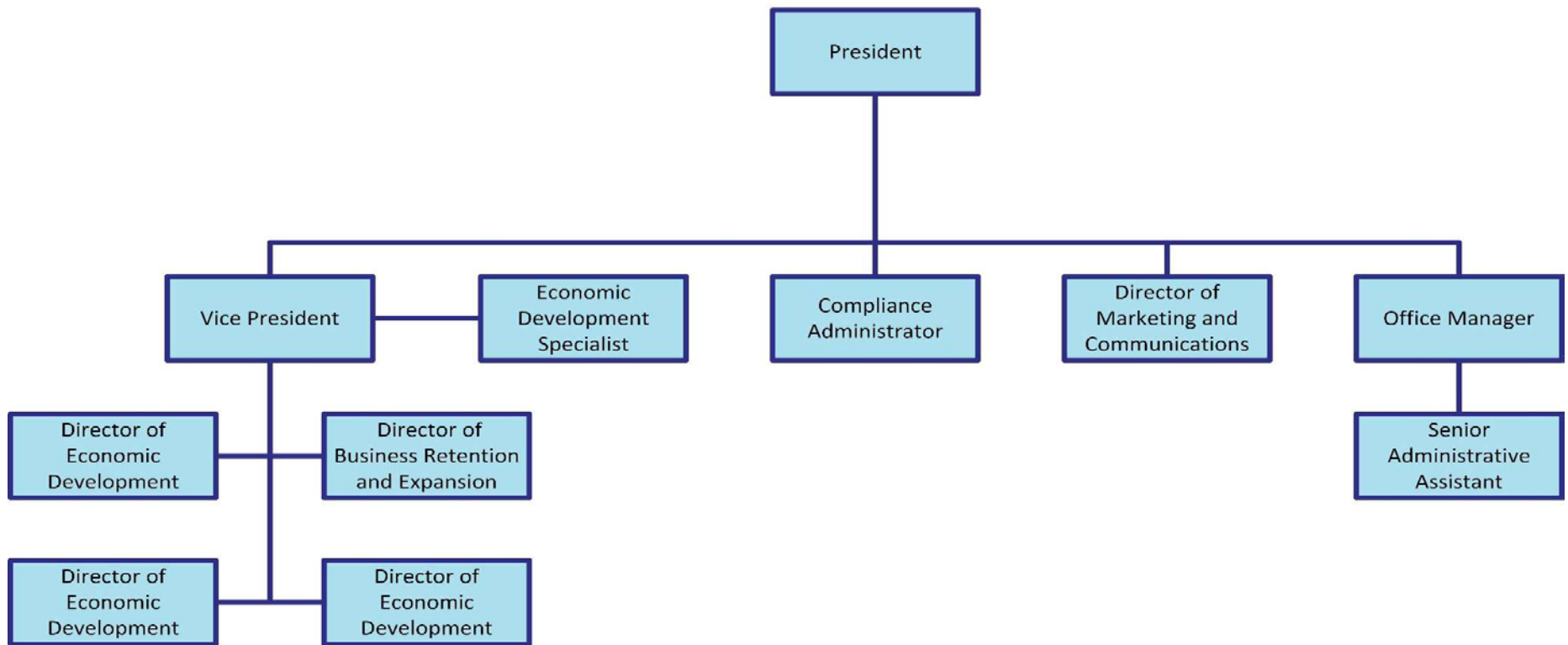
### Development Services

## Organizational Charts



## Convention & Visitors Bureau

## Organizational Charts



## **Economic Development Corporation**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, APPROVING REVISED BUDGET FIGURES FOR THE FISCAL YEAR 2017-2018; ADOPTING A BUDGET AND APPROPRIATING RESOURCES FOR THE CITY OF FRISCO, TEXAS FOR THE FISCAL YEAR BUDGET BEGINNING OCTOBER 1, 2018; PROVIDING A SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, the City Manager of the City of Frisco, Texas ("Frisco") has prepared a revision of certain figures in the Fiscal Year 2017-2018 Budget and submitted same to the City Council of the City of Frisco, Texas ("City Council"); and

WHEREAS, pursuant to the laws of the State of Texas and Frisco's Home Rule Charter, the City Manager has submitted to the City Council the proposed budget of the revenues and expenditures for conducting the affairs of Frisco and providing a complete financial plan for the fiscal year beginning October 1, 2018 and ending September 30, 2019, and has filed the same with the City Secretary (the "budget"). A copy of the budget is attached hereto as Exhibits A through AB and incorporated herein for all purposes; and

WHEREAS, public hearings were held by the City Council on said budget on August 21, 2018 and September 4, 2018, at which time said budget was fully considered, and interested taxpayers were given the opportunity to be heard by the City Council; and

WHEREAS, the City Council has studied the budget and listened to the comments of the taxpayers at the public hearings and has investigated and determined that adoption of the budget is in the best interest of the City; and

WHEREAS, the City Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS:**

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Adoption of Budget. The City Council hereby approves and adopts the proposed budget estimate of revenues and expenditures for Frisco, attached hereto as Exhibits A through AB, as submitted by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2018 and ending September 30, 2019.

**SECTION 3: Appropriation of Funds.** The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of Frisco as established in the approved budget:

	<b><u>Fiscal Year 2018</u></b> <b><u>(Revised)</u></b>	<b><u>Fiscal Year 2019</u></b>
General Fund	\$169,454,135	\$172,839,435
Capital Reserve Fund	250,000	1,900,000
Insurance Reserve Fund	-0-	-0-
Public Leased Facility Fund	1,165,950	1,207,238
Special Events Fund	365,967	325,205
Workforce Housing Fund	21,500	21,500
Public Art Fund	218,871	246,328
Utility Fund	94,411,124	101,879,362
Debt Service Fund	64,569,705	68,566,564
Capital Projects Fund	296,724,788	34,393,348
Park Dedication Fees Fund	3,000,000	4,500,000
Thoroughfare Impact Fees Fund	15,030,362	5,000,000
Utility Capital Projects Fund	58,741,482	24,875,000
Utility Impact Fees Fund	7,367,783	8,000,000
Hotel/Motel Tax Fund	6,918,568	7,161,197
Tax Increment Reinvestment #1	40,858,124	42,345,258
Tax Increment Reinvestment #5	613,250	1,274,077
Environmental Services Fund	16,482,059	17,385,988
Stormwater Management Fund	5,776,044	3,360,332
Panther Creek PID Fund	280,000	280,000
Superdome Operations Fund	48,001	-0-
Frisco Square Mgmt. District	-0-	-0-
Grants and Contracts Fund	4,015,416	10,396,617
CDBG Fund	641,242	851,152
Public Television Franchise Fund	773,099	326,598
Traffic Control Enforcement Fund	427,795	217,500
Court Technology Fund	244,892	222,488
Charitable Foundation Fund	5,600	1,500

**SECTION 4: Authority of City Manager.** Specific authority is hereby given to the City Manager to transfer appropriations budgeted from one account classification or activity to another within any individual department or activity, and to transfer appropriations from designated appropriations to any individual department or activity.

**SECTION 5: Savings/Repealing.** All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining



portions of conflicting ordinances shall remain in full force and effect.

**SECTION 6: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional and/or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, regardless of whether any one or more sections, subsections, sentences, clauses or phrases is declared unconstitutional and/or invalid.

**SECTION 7: Effective Date.** This Ordinance shall become effective from and after its adoption and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS**, on this 18<sup>th</sup> day of September, 2018.




**ATTEST TO:**

  
Kristi Morrow, Deputy City Secretary

  
Jeff Cheney, Mayor

**APPROVED AS TO FORM:**

  
Abernathy, Roeder, Boyd & Hullett, P.C.  
Ryan D. Pittman, City Attorney

Dates of Publication: September 21 & 28, 2018, *Frisco Enterprise*

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, APPROVING REVISED BUDGET FIGURES FOR FISCAL YEAR 2017-2018; ADOPTING A BUDGET AND APPROPRIATING RESOURCES FOR THE FRISCO COMMUNITY DEVELOPMENT CORPORATION FOR THE BUDGET YEAR BEGINNING OCTOBER 1, 2017; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, pursuant to the laws of the State of Texas and the Bylaws of the Frisco Community Development Corporation ("FCDC"), the budget covering the proposed expenditures for the fiscal year beginning October 1, 2017 and ending September 30, 2018, including the revised budgetary data for the fiscal year 2017-2018, was filed with the City Secretary (the "budget"). A copy of the budget is attached hereto as Exhibit A and incorporated herein for all purposes; and

WHEREAS, public hearings were held by the City Council of the City of Frisco, Texas ("City Council"), on said budget on August 21, 2018 and September 4, 2018, at which time said budget was fully considered, and interested taxpayers were given the opportunity to be heard by the City Council; and

WHEREAS, the City Council has studied the budget and listened to the comments of the taxpayers at the public hearings and has investigated and determined that adoption of the budget is in the best interest of the City; and

WHEREAS, the City Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS:**

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Adoption of Budget. The City Council hereby adopts the proposed budget estimate of revenues and expenditures for the FCDC, attached hereto as Exhibit A, as presented by the Board of Directors of the FCDC and appropriated by the City Council for the fiscal year beginning October 1, 2018 and ending September 30, 2019, including the revised budgetary data for the fiscal year 2017-2018.

SECTION 3: Amendment to 2017-2018 Budget. The revised estimate of expenditures for the FCDC's fiscal year 2017-2018 is \$45,002,318.



**SECTION 4: Proposed 2018-2019 Expenditures.** The proposed expenditures for the FCDC's fiscal year 2018-2019 are \$45,260,637.

**SECTION 5: Savings/ Repealing Clause.** All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

**SECTION 6: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION 7: Effective Date.** This Ordinance shall become effective from and after its adoption and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS**, on this 18<sup>th</sup> day of September, 2018.




**ATTEST TO:**

  
Kristi Morrow, Deputy City Secretary

  
Jeff Cheney, Mayor

**APPROVED AS TO FORM:**

  
Abernathy Roeder Boyd & Hullett P.C.  
Ryan D. Pittman, City Attorney

Dates of Publication: September 21 & 28, 2018, *Frisco Enterprise*

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, APPROVING REVISED BUDGET FIGURES FOR FISCAL YEAR 2017-2018; ADOPTING A BUDGET AND APPROPRIATING RESOURCES FOR THE FRISCO ECONOMIC DEVELOPMENT CORPORATION BUDGET YEAR BEGINNING OCTOBER 1, 2018; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, pursuant to the laws of the State of Texas and the Bylaws of the Frisco Economic Development Corporation (“FEDC”), the budget covering the proposed expenditures for the fiscal year beginning October 1, 2018 and ending September 30, 2019, including the revised budgetary data for the fiscal year 2017-2018, was filed with the City Secretary (the “budget”). A copy of the budget is attached hereto as Exhibit A and incorporated herein for all purposes; and

WHEREAS, public meetings were held by the City Council of the City of Frisco, Texas (“City Council”) on said budget on August 21, 2018 and September 4, 2018, at which time said budget was fully considered, and interested taxpayers were given the opportunity to be heard by the City Council; and

WHEREAS, the City Council has studied the budget and listened to the comments of the taxpayers at the public hearings and has investigated and determined that adoption of the budget is in the best interest of the City; and

WHEREAS, the City Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS:**

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Adoption of Budget. The City Council hereby adopts the proposed budget estimate of revenues and expenditures for the FEDC, attached hereto as Exhibit A, as presented by the Board of Directors of the FEDC and appropriated by the City Council for the fiscal year beginning October 1, 2018 and ending September 30, 2019, including the revised budgetary data for the fiscal year 2017-2018.

**SECTION 3: Amendment to 2017-2018 Budget.** The revised estimate of expenditures for the FEDC's fiscal year 2017-2018 is \$50,353,697.

**SECTION 4: Proposed 2018-2019 Expenditures.** The proposed fiscal year 2018-2019 estimate of expenditures for the FEDC is \$24,118,579.

**SECTION 5: Savings/Repealing Clause.** All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

**SECTION 6: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION 7: Effective Date.** This Ordinance shall become effective from and after its adoption and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, on this 18<sup>th</sup> day of September, 2018.**




  
Jeff Cheney, Mayor

**ATTEST TO:**

  
Kristi Morrow, Deputy City Secretary

**APPROVED AS TO FORM:**

  
Abernathy Roeder Boyd & Hullett P.C.  
Ryan D. Pittman, City Attorneys

Date of Publication: September 21 & 28, 2018, *Frisco Enterprise*



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, AMENDING ORDINANCE NO. 06-11-119 (COMPREHENSIVE FEE ORDINANCE), SECTION 3 (WATER SERVICE CHARGES) AND SECTION 5 (SOLID WASTE COLLECTION FEES); AMENDING ORDINANCE NOS. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 AND 17-09-70; MODIFYING CERTAIN FEES AND CHARGES FOR RESIDENTIAL AND COMMERCIAL WATER SERVICE AND SOLID WASTE COLLECTION FEES; PROVIDING A PENALTY CLAUSE, SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, the City Council of the City of Frisco, Texas ("City Council") has investigated and determined that it would be advantageous and beneficial to the citizens of the City of Frisco, Texas ("Frisco" or "City") to modify various fees and charges that may be assessed and collected by Frisco by amending Frisco's Comprehensive Fee Ordinance, Ordinance No. 06-11-119, as amended ("Comprehensive Fee Ordinance"), and Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70 as set forth below; and

WHEREAS, Frisco has complied with all procedural and legal requirements to amend the Comprehensive Fee Ordinance and Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS:**

**SECTION 1: Findings Incorporated.** The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION 2: Amendment to Section 3 (Water Service Charges) of the Comprehensive Fee Ordinance, Section 2 of Ordinance No. 14-12-77, Section 2 of Ordinance No. 15-09-73, Section 2 of Ordinance No. 16-09-78 and Section 2 of Ordinance No. 17-09-70.** Section 3 (Water Service Charges) of the Comprehensive Fee Ordinance, Section 2 of Ordinance No. 14-12-77, Section 2 of Ordinance No. 15-09-73, Section 2 of Ordinance No. 16-09-78 and Section 2 of Ordinance No. 17-09-70 are hereby amended as follows:

**"SECTION 3: Water Service Charges.** There shall be charged and collected each month by the City from the consumers of water service the amount of money hereinafter set out, based on the following rates:

**A. Residential Service Fees:**

Residential Meters	Monthly Cost
Minimum bill includes	\$18.04

2,000 gallons	
2,001 to 15,000 gallons	\$3.92/ per thousand*
15,001 to 25,000 gallons	\$4.56/per thousand*
25,001 to 40,000 gallons	\$4.88/per thousand*
40,001 to 80,000 gallons	\$5.65/per thousand*
80,001 gallons and above	\$6.78/per thousand*

\*Note: Cost per thousand gallons of water or fraction thereof.

- B. Commercial Service Fees:** The minimum monthly charge shall be based on the meter size and shall be billed at the following rates which include the cost of 2,000 gallons of water:

Meter Size	Monthly Charge Includes 2,000 Gallons	Cost Per Thousand Gallons* Over 2,000 Gallons
¾" standard	\$ 19.68	\$4.05
1"	\$ 29.21	\$4.05
1½"	\$ 58.51	\$4.05
2"	\$ 93.05	\$4.05
3"	\$172.84	\$4.05
4"	\$265.89	\$4.05
6"	\$558.42	\$4.05

\*Note: Cost per thousand gallons of water or fraction thereof.

- C.** For multi-family units on master meters, a minimum of \$18.04 per unit will be charged, with \$3.92 per thousand gallons for each thousand gallons of water or fraction thereof used above the total number of units multiplied by 2,000 gallons.

- D.** Outside City limit rate for all rate classes shall be multiplied by a factor of 1.5 for both the minimum monthly meter service and the rate for larger consumption.
- E. Commercial Irrigation Meters:** The minimum monthly charge shall be based on the meter size and shall be billed at the following rates which include the cost of 2,000 gallons of water:

<b>Meter Size</b>	<b>Monthly Charge Includes 2,000 Gallons</b>	<b>Cost Per 2,001 - 40,000 Gallons*</b>	<b>Cost Per Thousand Gallons* Over 40,000 Gallons</b>
¾" standard	\$ 19.68	\$4.05	\$5.65
1"	\$ 29.21	\$4.05	\$5.65
1½"	\$ 58.51	\$4.05	\$5.65
2"	\$ 93.05	\$4.05	\$5.65
3"	\$172.84	\$4.05	\$5.65
4"	\$265.89	\$4.05	\$5.65
6"	\$558.42	\$4.05	\$5.65

\*Note: Cost per thousand gallons of water or fraction thereof."

SECTION 3: Amendment to Section 5 (Solid Waste Collection Fees) of the Comprehensive Fee Ordinance and Section 5 of Ordinance No. 10-01-03 and Section 5 of Ordinance No. 11-09-45. Section 5 (Solid Waste Collection Fees) of the Comprehensive Fee Ordinance, Section 5 of Ordinance No. 10-01-03, Section 5 of Ordinance No. 11-09-45 and Section 5 of Ordinance No. 17-09-70 are hereby amended as follows:

**"SECTION 5: Solid Waste Collection Fees.** There shall be charged and collected each month by City for refuse and recycling collection service the amounts of money hereinafter set out based on the following schedule, not including appropriate taxation:

**A. Residential Service Fees:**

<b>Residential Carts</b>	<b>Per month</b>
First cart	\$ 14.50
Additional carts, price per cart	11.50
Senior citizen, price per cart	12.50
Additional cart delivery fee per container	16.30
Replacement Fee	73.80
Additional Collection fee, per cart, when request is made on same day as regularly scheduled pick up	22.80
Additional Collection fee, per cart, when request made on day/s following regularly scheduled pick up	35.80
Reload (refill of cart while truck stands by)	22.80

...

**SECTION 4: Penalty.** Any person, firm, corporation or business entity violating this Ordinance, the Comprehensive Fee Ordinance or Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70, as they exist or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine not to exceed FIVE HUNDRED DOLLARS (\$500.00), unless the violation relates to fire safety, zoning or public health and sanitation, in which case the fine shall not exceed TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00). Each continuing day's violation under this Ordinance, the Comprehensive Fee Ordinance or Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70, as they exist or may be amended, shall constitute a separate offense. The penal provisions imposed under violating this Ordinance, the Comprehensive Fee Ordinance and Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70, as they exist or may be amended, shall not preclude Frisco from filing suit to enjoin the violation. Frisco retains all legal rights and remedies available to it pursuant to local, state and federal law.

**SECTION 5: Savings/Repealing.** The Comprehensive Fee Ordinance and Ordinance Nos. 10-01-03, 11-09-45, 13-09-61, 14-12-77, 15-09-73, 16-09-78 and 17-09-70, shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict, but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

**SECTION 6: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional and/or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, regardless of whether any one or more sections, subsections, sentences, clauses or phrases is declared unconstitutional and/or invalid.


**SECTION 7: Effective Date.** This Ordinance shall become effective from and after its passage and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS**, on this 18<sup>th</sup> day of September, 2018.




**ATTESTED AND  
CORRECTLY RECORDED:**

  
Kristi Morrow, Interim City Secretary

  
Jeff Cheney, Mayor

**APPROVED AS TO FORM:**

  
Abernathy, Roeder, Boyd & Hullett, P.C.  
Ryan D. Pittman, City Attorneys

Dates of Publication: September 21 & 28, 2018, *Frisco Enterprise*



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS, LEVYING TAXES FOR THE 2018 TAX YEAR AT THE RATE OF \$0.446600 PER ONE HUNDRED DOLLARS (\$100.00) ASSESSED VALUE ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF FRISCO, TEXAS; PROVIDING FOR A DATE ON WHICH SUCH TAXES BECOME DUE AND DELINQUENT, TOGETHER WITH PENALTIES AND INTEREST THEREON; PROVIDING A PENALTY CLAUSE, SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.**

WHEREAS, the City Council of the City of Frisco, Texas ("City Council") hereby finds that the tax for the fiscal year beginning October 1, 2018, and ending September 30, 2019, hereinafter levied for current expenditures of the City of Frisco, Texas ("City") and the general improvements of the City and its property must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the City Council has approved, by a separate ordinance to be adopted on the 18th day of September, 2018, the budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

WHEREAS, the City has complied with all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS:**

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Tax Levied. For the fiscal year beginning October 1, 2018, and ending September 30, 2019, and for each fiscal year thereafter until otherwise provided, there is hereby levied and ordered to be assessed and collected on all taxable property, real, personal and mixed, situated within the corporate limits of the City, and not exempt from taxation by the Constitution of the State and valid State laws, an ad valorem tax for the general operations of the City at a rate of \$0.446600 on each One Hundred Dollars (\$100.00) assessed value of taxable property, and shall be apportioned and distributed as follows:

- a. For the purpose of defraying the current expenses of the municipal government of the City, \$0.293367 on each One Hundred Dollars (\$100.00) of assessed value of all taxable property.
- b. For the purpose of creating an interest and sinking fund to pay the interest and principal on all outstanding debt, capital lease payments and related fees of the City, not otherwise provided for, \$0.153233 on each One Hundred Dollars

(\$100.00) of assessed value of all taxable property, which shall be applied to the payment of such interest and maturities of all outstanding debt.

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.82 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$2.93.**

Total tax rate of \$0.446600 is based on one hundred percent (100%) market value on each One Hundred Dollars (\$100.00) of all taxable property within the City.

SECTION 3: Due Date of Taxes. The taxes assessed and levied hereby are payable anytime after the approval and publication of this Ordinance and not later than January 31 of the year following the year in which the taxes are assessed. The penalties and interest provided for herein shall accrue after January 31 of the year following the year in which the taxes are assessed. However, if the entire taxes due as provided herein are paid in full by January 31 of the year following the year in which the taxes are assessed, no penalty or interest shall be due.

SECTION 4: Penalties and Interest. A delinquent tax shall incur the maximum penalty and interest authorized by Section 33.01 of the Texas Property Tax Code, to-wit: a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1<sup>st</sup> of the year in which it becomes delinquent.

Provided, however, a tax that is delinquent on July 1<sup>st</sup> of the year in which it becomes delinquent shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1 of the year in which they become delinquent shall incur an additional penalty of fifteen percent (15%) of the amount of taxes, penalty and interest due; such additional penalty is to defray the costs of collection as authorized by Section 6.30 of the Texas Property Tax Code.

A tax imposed on tangible personal property that is delinquent on or after February 1 of the year in which it becomes delinquent shall incur an additional penalty sixty (60) days after the date the tax becomes delinquent. The tangible personal property taxes that remain delinquent on April 1 of the year in which they become delinquent shall incur an additional penalty of fifteen percent (15%) of the amount of taxes, penalty and interest due; such additional penalty is to defray the costs of collection as authorized by Section 33.11 of the Texas Property Tax Code.

SECTION 5: Place of Payment/Collection. Taxes are payable at the office of the Collin County Tax Assessor/Collector. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 6: Tax Roll. The tax roll, as presented to the City Council, together with any supplement thereto, is hereby accepted.

**SECTION 7: Rollback Taxes.** All rollback taxes collected during the 2019 fiscal year shall be deposited only in the General Fund of the City of Frisco, Texas and said funds shall not be allocated, in whole or in part, to the Debt Service fund of the City.

**SECTION 8: Savings/Repealing Clause.** All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

**SECTION 9: Severability.** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION 10: Effective Date.** This Ordinance shall become effective from and after its adoption and publication as required by the City Charter and by law.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS,** on this 18<sup>th</sup> day of September, 2018.




  
Jeff Cheney, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

  
Kristi Morrow, Deputy City Secretary

  
Abernathy Roeder Boyd & Hullett P.C.  
Ryan D. Pittman, City Attorneys

Dates of Publication: September 21 & 28, 2018, *Frisco Enterprise*







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