This Budget will raise more total property taxes than last year's budget by $1,450,000 or 8%. And of that amount, $521,300 is tax revenue to be raised from new property added to the roll this year.

THE CITY OF
SAN MARCOS

City of San Marcos

2015-16 Annual Budget

City Council

DANIEL GUERRERO..... MAYOR

LISA PREWITT……..... PLACE 1

JUDE PRATHER..... PLACE 2

JOHN THOMAIDES..... PLACE 3

JANE HUGHSON..... PLACE 4

RYAN THOMASON..... PLACE 5

SHANE SCOTT……..... PLACE 6

Appointed Officials

JARED MILLER…….....CITY MANAGER

MICHAEL COSENTINO.....CITY ATTORNEY

JAMIE PETTIJOHN…..…….....CITY CLERK

JOHN P. BURKE, JR..... MUNICIPAL COURT JUDGE

City Manager's Office

COLLETTE JAMISON.....ASSISTANT CITY MANAGER

Budget Document Preparation

STEVE PARKER.....ASST CITY MANAGER/CHIEF FINANCIAL OFFICER

HEATHER HURLBERT, CPA, CGFO.....DIRECTOR OF FINANCE

THE CITY OF
SAN MARCOS

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of San Marcos

Texas

For the Fiscal Year Beginning

October 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of San Marcos, Texas for its annual budget for the fiscal year beginning October 1, 2014.

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.

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

THE CITY OF
SAN MARCOS

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

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The Mission of the City of San Marcos

The goals of the City Government are to safeguard the health, safety and welfare of the City's residents, provide for a high quality of life, foster intergovernmental liaison and communication, encourage responsible citizenship, promote sound community and economic development, conserve and protect the City's natural resources and environment.

– *San Marcos City Charter*

THE CITY OF
SAN MARCOS
1877

TO: Honorable Daniel Guerrero & Members of the City Council

FROM: Jared Miller, City Manager

SUBJECT: 2015-2016 Proposed Budget

DATE: July 31, 2015

I am honored to present the proposed Fiscal Year 2015-2016 City of San Marcos Operating Budget and Capital Improvements Plan. This budget is structurally balanced, with operating revenues meeting operating expenditures, and maintains the current property tax rate for the ninth consecutive year. The annual budget is the outline of the programs and services to be provided to our citizens during the upcoming year and will stand as the foundation for enhancing the City's vision as adopted by the City Council in June 2015. It also lays the groundwork for future growth and development through the planning of capital improvements and new service levels expansions. A structurally balanced budget will set the foundation for prudent fiscal management of City operations in the coming years and ensure the City will have the tools to achieve the City Council goals.

The development of the proposed budget focused on the capitalization of the local and regional economic projections which have continued to remain extremely strong over the past three years. San Marcos was once again recognized as the fastest growing city in the Unites States for the third year in a row. Property tax appraisals are up 8 percent for Fiscal Year 2016 and the City is seeing indications of continued new growth for the future. General Fund revenue has increased $15.6 million over the past 5 years due to strong retail and commercial growth in the City. The increases in permit and development activity, generated by new construction combined with sound financial policies, have put San Marcos in a strong financial position.

In June 2015, the City adopted a key set of visioning goals as mentioned previously provided the needed direction to create the Fiscal Year 2016 Proposed Budget. City staff will use the following vision to make the City of San Marcos fully sustainable long into the future:

- ✓ Assess, present a plan for, and begin the update of City facilities
- ✓ Beautify and Enhance the Quality of Place for San Marcos
- ✓ Continue Downtown redevelopment
- ✓ Recruit employers that will provide job opportunities for knowledge and skilled manufacturing workers
- ✓ Maintain and improve the City's infrastructure

- ✓ Continue to build on positive working relationships between Council and staff to enhance communication, decision making, and execution
- ✓ Sound Finances

City staff also used a recently completed citizen survey by the ETC Institute to help in the creation of this proposal. This survey once again noted that the City of San Marcos was setting the standard both regionally and nationally in the areas associated with customer service. It also noted that the citizens felt a strong sense of community safety, quality utility services and a high level of available parks and recreation activities which helps make San Marcos such a unique and vibrant sense of place. Areas for improvement within the survey included neighborhood code enforcement, storm water runoff and flood prevention along with a lack of potential mobility throughout the City.

The budget provides for additional positions to support the City's growth and City Council goals including two new detectives, a police records specialist, three additional part-time park rangers, an arborist, as well as key administrative support in fleet, animal services and parks and recreation. To address issues such as City mobility, city staff is proposing the addition of a GIS transit analyst and a traffic signal technician along with an additional $100,000 in street maintenance funding within the proposed budget. Needed personnel in the water and electric utility have also been recommended in order to address service level increases due to system utility growth. Additional expenditures related to the newly created Communications Department including an increase in videographer hours and website enhancements will further increase governmental transparency. The budget also appropriates additional funding for the Police and Fire meet and confer agreements that will be brought to council in August for adoption.

Many of the additions to the San Marcos budget over the past three years will help transform into one of the most beautiful, clean and well-maintained cities in the central Texas corridor. The San Marcos City Council is considering the adoption of a clean community fee which will provide opportunities to enhance existing beautification programs and projects.

One of the key variables that could potentially impact this year's proposed budget is the City's Emergency Medical Services (EMS) program. Two years ago the City created a partnership with the Central Texas Medical Center which allowed for the participation in the federal government's 1115 waiver program. The federal government matched the City's EMS funding which allowed the City to offset potential future funding increases for the service. The City was notified at the beginning of July that this waiver program would no longer be eligible for City use. The City is currently reviewing all issues related to the future of our EMS service. This budget contains placeholders which will allow the City to address the results of our research.

We believe the proposed budget reflects a fiscally responsible approach that allows the City to improve the current infrastructure and meets growth demands while maintaining the City's strong financial position. This budget ensures the quality services our citizens expect and focus the resources necessary to meet the demands of future growth and

development while maintaining an affordable cost of services. This budget was created with guidance and input from the City Council on behalf of the Citizens of San Marcos. We feel this budget and the policies that guide it will make San Marcos sustainable for many years into the future.

Respectfully submitted,

Jared Miller
City Manager

THE CITY OF
SAN MARCOS

Executive Summary

The fiscal year 2016 proposed budget totals $185,615,000 and meets the highest standards in budgeting as expected by the community and City Council. The budget represents a partnership between City Council and staff responding to the Council's vision for the community. The budget contains financial summaries, missions, objectives, accomplishments, plans for achievement, and program outlines that invoke our commitment to using best business practices in providing quality services to our citizenry.

Staff used the City Council's Budget Policy Statement and Goals as a guide for developing the proposed budget. The Executive Summary explains the key choices and decisions made during the budget process to meet the priorities and guidelines established by City Council.

Budget Discussion

The fiscal year 2016 budget is tentatively proposed as shown in the schedules contained in this budget document. Late in the budget preparation process the City received information about a possible significant change in the way the City provides EMS service. The City has participated in the Hays EMS organization along with Hays County, City of Kyle, North Hays ESD, and South Hays ESD. The City has been able to supplement the City's contribution of $425,000 by applying for 1115 Federal Indigent Care funds through Central Texas Medical Center (CTMC). Early in July the City was notified that going forward, this program was not able to fund these types of contributions. After the notification, CTMC tentatively agreed to provide approximately $200,000 in supplemental funds for the San Marcos\Hays EMS organization to help supplement the City's contribution. There is also uncertainty that all existing organizations will continue with the SM\Hays EMS organization. If any entity were to leave the SM\Hays EMS organization, the cost to the City for EMS service could increase significantly.

The City has planned a possible move to fire-based EMS service, but was expecting the change to be made several years in the future. If the City were to move to fire based EMS beginning fiscal year 2017, a total of 26 employees would need to be hired and trained during fiscal year 2016. The cost to hire, train, and equip these personnel and purchase needed operational equipment would be approximately $1.6 million. During this time the City would also make the required contribution to support Hays EMS of $425,000 up to a possible $800,000 to continue EMS services during the transition. The combined costs to the City could exceed $2.4 million. The proposed budget as presented has a total of $1,025,000 in EMS related funding included in the budget. This issue is continuing to develop and City Council will continue to discuss the best approach for providing EMS services up to the adoption of the budget.

Property Tax Rate

A property tax rate increase is not being proposed in the 2016 budget. The taxable property base increased by an estimated 8.05%, for a total valuation of $3.67 billion during the 2016 tax year. Taxable value on new improvements increased by $98.3 million and exiting properties accounts for $175.0 million of the $273.3 million value. The certified appraisal shows approximately

$265 million is still under protest at the appraisal district. The chief appraiser for Hays County estimates that 40% of this valuation will be reduced via the protest process. This budget will raise more total property tax revenue than last year's budget by$1,449,110.

City Fee Annual Adjustment

The budget includes a proposed increase in fees of 1.50% which is the average Consumer Price Index (CPI) for calendar year 2014. Staff has proposed to City Council that fees be adjusted annually for positive increases in the CPI to ensure fees for services are keeping pace with the cost of providing these services.

Water/ Wastewater Fund

For the 2016 budget, the Citizen Utility Advisory Board (CUAB) recommends a 5% rate adjustment in water and a 1% rate adjustment in wastewater. The CUAB spent several months looking at the updated rate modeling, the impacts required capital projects and maintenance activities, and the long range plans for the water/wastewater utility including the effect of the Hays County Public Utility Agency (HCPUA). The City of San Marcos is a member of the Hays County Public Utility Agency which is a joint venture between San Marcos, Kyle, Buda, and several regional water corporations who are working together to firm up future water supplies through the year 2060. The City of San Marcos' share of the total construction cost related to Phase 1 of the project is approximately $70.0 million and the majority of the construction is anticipated to begin in 2019. A small project related to Phase I is scheduled for 2016. This project will construct a pipeline between San Marcos, Kyle and Buda. The City is still exploring other water supply alternatives in hopes that this future expense can be reduced if possible. To prepare for this project and others, the CUAB recommends slow, steady rate adjustments instead of large, one-time increases. The utility expects to undertake $121.3 million in system improvement projects through a combination of debt and cash financing over the next five fiscal years. This rate adjustment supports the addition $260,800 in recurring and $185,500 non-recurring operating expenses including several maintenance personnel to maintain the expanding and aging utility system. In addition, there is funding of $799,000 for capital expenses including equipment, technology, and vehicles needed by the utility.

Electric Utility Fund

For the 2016 budget, the CUAB recommends no rate adjustment. The CUAB spent several months looking at the updated rate study modeling and the results indicated that no rate adjustment was necessary in fiscal year 2016 and possibly 2017. There is a possibility of small increases in fiscal year 2018 and 2019. The current rate supports the addition $225,950 in recurring and $423,650 non-recurring operating expenses including increases in several contracts and the addition of an engineering services contract. In addition, there is funding of $1,124,500 for capital expenses including equipment, technology including an outage management system, and vehicles needed by the utility. The utility expects to undertake $29.4 million in system improvement projects through a combination of debt and cash financing over the next five fiscal years.

The City and LCRA executed an amended and restated Wholesale Power Agreement in March 2011. A provision in the agreement granted to the City a right and option to participate in

ownership of any future generation capacity constructed by LCRA on a load proportional basis. LCRA has started construction on the Thomas C. Ferguson replacement plant project, creating the opportunity for the City to exercise this right and option. Staff researched the financial requirements and forecasted financial net revenue associated with the plant over the life cycle of the facility and presented information to the Council on the risk/benefit issues related to the option. Participation in ownership of the facility is forecasted to enhance revenue to the City Electric Utility and benefit the ratepayers. The City of San Marcos issued Electric Utility System Revenue Bonds in July 2013 totaling $18.5 Million to finance this project. The project came in on-time and within the construction budget. The plant began operations in August of 2014 and the Electric Utility has already benefitted from the ability receive power at a lower cost along with receiving direct benefit from the net operations of the plant.

During the 2014 winter, fuel and power costs were markedly higher due to a number of factors that affected supply and demand in the U. S. and the entire Texas electric grid The very cold polar vortex events in January and February along with growth in electric users set new all-time high electric demands and Lower Colorado River Authority (LCRA) was forced to purchase more power than forecasted at a much higher cost than expected. The high demand caused price spikes for natural gas and power. The high demand and pricing caps raised by the Energy Reliability Council of Texas (ERCOT) that regulates the Texas Electric Grid, allowed prices to rise to levels higher than ever before and power amounts that had cost $30 under normal conditions traded as high as $5,000. As a result of this extreme price difference, the amounts the City paid LCRA for power was significantly less than the actual cost of power. To lessen the impact on the utility and the utility customers, LCRA has offered their customers the opportunity to reimburse the difference over a 24 month period. This cost will be passed through to customers on a separate line on utility bills and will be based on actual KWh used and this charge will be removed when the amount has been repaid to LCRA. During 2015, LCRA has achieved savings in their purchased power and has used these savings to reduce the amount of under recovery due from the City. As a result, the City expects that this amount will be paid in full before the 24 month time period and the charge will be removed from customers' bills before the originally projected time frame.

Drainage Utility Fund

In fiscal year 2014 City Council proposed a three year, 5% annual increase to adequately fund future needed projects which help protect the river and aquifer. This is the third year of the 3 year ordinance. Current operating revenues currently meet total operating expenses. City Council discussed during budget workshops increasing the current 5% for fiscal year 2016 to properly fund the need for capital projects.

The utility expects to undertake $16.9 million in system improvement projects through debt financing over the next five fiscal years.

City Beatification

In recent years the City conducted several a citizen satisfaction surveys that compared the City of San Marcos to regional and national standards across America. The results of several of the studies indicated that the citizens of community are concerned with the overall beautification of

the City. Over the past few budget cycles, we have appropriated funds to ensure that this concern is addressed. Funding has been appropriated to increase the frequency of mowing within city parks and rights of way, additional street sweeping, graffiti removal, business sign and façade enhancement programs, as well as art mural programs. Funds to enhance Capital Improvement projects such as IH35 underpass lighting, entryway beautification, park improvements are included in the project budgets. Sidewalks and streets are receiving attention with an increase in the street maintenance budget of over $1.2 million over the last 4 years and the addition of two dedicated sidewalk crews to maintain and enhance the walkability of the City. The City Council is considering a small Clean Community fee that will provide a source of additional funding for even more projects, programs, and enhanced services.

Employee Medical Plan

The City's Employee Medical Plan benefits are provided through a self-funded arrangement that utilizes a plan administrator and obtains insurance for excess claims. The plan is funded by the contributions of the City and City employees. For many years the medical plan operated with minimal rate increases. During fiscal years 2012 and 2013 the plan experienced significant cost increases. As a result of these increases, a large portion of the funds reserves were used and the City directly contributed $400,000 to the fund. As a result of these, steps have been taken to address the long term viability of the plan including:

- Contracting with an employee benefits consultant to assist us in managing the plan and responding to the impact of National Healthcare.
- Completed a market analysis to compare benefit levels and identify changes in benefit and contribution levels within the plan which will continue to be competitive and support attracting and retaining a quality workforce. The City engaged employees during the process through a survey and focus groups.
- Implemented benefit changes, employee contributions and a revised rate structure to provide an incentive for participation in a new "Well Life Program". The goal of the well life program is to educate and engage employees in their health for the long term viability of providing a cost effective medical plan.

As a result of these initiatives along with the continued education of employees about their benefits, the health plan reserves are being rebuilt and the FY2015 premium increase limited to 5%. For FY2016, there is a 5% premium increase budgeted to continue building the reserves and properly fund the continuing expenses of the fund.

Police and Fire Meet and Confer

The Meet and Confer process is established through the Texas Local Government Code, Chapter 142, Subchapters B & C, which establish the manner by which a municipality with a population of 50,000 or more and its Police and Fire Associations can discuss wages, hours of employment and other working conditions. This process provides an opportunity to pre-empt state statutes. On February 7, 2006 the City Council approved the San Marcos Police Officers' Association and the San Marco Professional Fire Fighters' Association petitions to become the sole and exclusive bargaining agent for the City of San Marcos Police Officers and Fire Fighters.

The first negotiation between the City and Associations was in 2009 and resulted in three year agreements with each Association effective October 1, 2009 through September 30, 2012. We are currently in negotiations developing our third agreement with each Association to be effective October 1, 2015 through September 30, 2018. The process of approval includes final agreement on terms and presenting the proposed agreements for approval. The first step is ratification by the respective Association followed by approval by the City Council. The budget includes an amount of $1,000,000 which is projected to fund the provisions of year one of the agreements.

Compensation Program

During Fiscal Year 2012, the City of San Marcos contracted with an independent human resource consulting firm to conduct an extensive compensation and classification study. The analysis was layered with various levels of criteria including job descriptions, market variance, job classifications/grades as well as pay for performance, which is traditionally a goal of City Council. The results of that study showed that overall the City of San Marcos non-civil service employees were paid close to market averages with approximately fifty percent of City staff falling below market and fifty percent above market, thus making us competitive overall. The compensation program for fiscal years 2013, 2014, and 2015 made adjustments to those employees falling below market while still rewarding outstanding employees through an evaluation based merit program. In fiscal year 2016, the City will conduct another compensation and classification study to evaluate the current market environment and make sure that the City continues to attract and retain quality employees.

The following chart shows the cost of the compensation program by fund.

New Personnel

COMPENSATION PROGRAM INCREASE ALLOCATION BY FUND					
	2012**	2013**	2014**	2015**	2016**
General Fund Non Civil Service	$336,446	$270,000	$278,000	$392,600	$401,936
General Fund Civil Service	328,000	74,300	140,000	107,500	1,000,000
Water/ Wastewater	29,540	51,000	44,300	62,400	60,183
Electric Utility	32,516	46,000	58,000	86,200	83,145
Drainage	1,076	2,300	3,000	3,100	9,992
Solid Waste	0	0	0	2,432	2,160
WIC	12,246	17,000	26,000	26,400	22,829
Main Street	1,220	1,500	2,300	2,870	2,554
Capital Improvements	4,348	18,500	24,500	14,200	11,798
TOTAL	$746,492	$480,060	$576,100	$695,270	$1,594,597
**Non-civil service increases given in April-6 months of expense					

Video Tech Upgrade

With the hiring of the new Communications Director in FY 2015, the City has taken great strides to increase public outreach through the use of our cable channel and social media. By upgrading the current video tech which is programmed for 30 hours per week to a full-time position with

benefits; the department will continue to provide a new level of communication, outreach and transparency to our Citizenry.

Athletic Specialist Upgrade
Parks and Recreations has requested to upgrade an Athletic Specialist position to full-time due to an increase in field facility rentals and program demands. This position upgrade is being funded through existing internal departmental funds and does not have a budgetary impact to the City but will provide a higher level of service in the area of sports tourism and recreation.

Animal Shelter Program Coordinator
In an effort to increase pet adoptions and shelter awareness, the City is proposing a position that would facility public awareness through marketing, public relations, event planning and program promotion. Finding homes for sheltered animals is one of the primary goals for the City.

GIS Engineering/Transit Analyst
This position's responsibilities are currently split between the Transit Division and Engineering Department. With the creation of an additional Full Time Employee, both Transit and Engineering will have a dedicated GIS analyst to address their growing service demands.

3 Additional Part-Time Rangers
Management in the increased park use of Cape's Camp, Thompson Island and Stokes Parks, as well as the additional land added to upper Purgatory Park in 2014/2015 has caused an increased demand for additional park rangers. This will add 3 additional part-time park rangers in the proposed budget or one Ranger II and two Ranger I positions. $8,000 was also appropriated to upgrade existing Ranger compensation for those with an EMT certification and Texas Peace Officer License.

Community Services Receptionist
The receptionist will assist with filing, program and facility reservations as well as special events preparation and coverage. This position will support the board/commission liaison due to steady increase in public service such as the arts mural program. A higher level of customer service will be provided due to the additional coverage during staff during vacancies or current staff being out of the office.

Arborist
The arborist position's primary function will be to coordinate all municipal arboriculture programs including tree maintenance, planting and removal of dead and diseased trees. A position such as this is needed in order to obtain a Tree City USA designation. The position will also coordinate and assist with all Capital Improvement Projects in order to maintain the highest level of tree protection. This position will be funded via all three major funds.

2 Police Detectives
The City of San Marcos has added 8 new patrol officers over the past 3 years in order to meet the growing public safety demands of this City. During that same time period, the number of cases associated with property and personal crime has continued to increase. By adding an additional patrol officer at the beginning of the fiscal year and one at mid-year, this caseload can hopefully be reduced. When a criminal investigations division is poorly staffed, an increase in crime

statistics can occur due to perpetrators being allowed to stay on the street to continue their criminal activities. The Police Department originally asked for 4 new detectives but due to budget constraints only two are being recommended during this fiscal year.

Police Records Specialist
In May of 2013, the Michael Morton Act was signed into law as Texas Senate Bill 1611 thus creating a significant change in how records requests must be processed and handled. This bill has also created an exponential increase of requests from our District Attorney as well as through open records requests. This increase in workload has been spread to numerous individuals within the department thus reducing productivity. This records specialist position will allow the department to assign all of their compliance activities to one person.

Traffic Signal Tech
Over the past several years, the City has taken over traffic signal responsibilities from the Texas Department of Transportation. In 2016, the number of traffic signals is expected to grow from 48 to 61. Currently, there is only one technician assigned to this function whereas the national standard calls for a ratio of 1:25 per traffic signal. The current person is assigned to the water utility and splits his duties accordingly. This would provide for a designated full-time traffic signal technician thus providing enhanced weekend coverage.

Fleet Inventory Technician
Currently the Inventory Supervisor spends almost half a day, every day completing Inventory Tech work, to include, issuing and receiving parts in the Asset Management program. The Inventory Technician will take over these duties and also assist with the ordering, receiving, issuing, transferring and completing inventory requests. The Inventory Team currently stocks parts in 5 warehouses which include inventory parts valued at approximately $2.5 million and issues and receipts of over just over $5 million a year.

Utility Systems Analyst
This position is being recommended to support the Public Services Department with the evolving and increased use of technology. The role includes data analysis, quality assurance, and application support. Public Services is currently collecting and integrating data through various systems (AMI, MeterSense, SCADA, Maximo, Alertworks, mCare, as well as NorthStar; however, a position is required to leverage the data from these systems to enhance business reporting and metrics. The position will also support Meter Operations with software setups, implementations, integrations and upgrades. The new position supports Comprehensive Plan objectives and will mitigate the use of consultants to perform these functions. The funding of this position will be split between the Water and Electric Fund.

Water Distribution Crew Leader
The focus of the crew leader will be the supervision of the leak detection, valve maintenance and hydrant repair crew. The responsibilities will include the use of the "permalog" leak detection equipment using the lift and shift technique citywide to detect water leaks and help reduce unaccounted water loss. The utilization of correlators to pinpoint leaks for crew repairs. This crew leader will be responsible for hydrant maintenance/repairs and valve exercising/maintenance program.

Water Quality Crew Leader
The Water Quality Division has been operating at the same staffing level for over ten years, however the work load has increased each year. The Water Quality Division is responsible for collecting approximately 6,000 public drinking water and wastewater samples required by the EPA and TCEQ. Due to the expanding economic and population growth in the City and additional EPA and TCEQ sampling requirements, the WQ Division will be responsible for completing an increased work load each year.

Wastewater Equipment Operator II
The Equipment Operator II position will utilize Global Positioning System (GPS) to record and update the location of the City's infrastructure including hydrants, valves, meter boxes and water/ wastewater mains. Installs and performs preventative maintenance on water mains and services. Will assist in the supervision of crews in the absence of crew leader. Priority will be the focus of leak detection and water loss prevention. Will also be responsible for hydrant maintenance/repair and valve exercising/maintenance program.

Operating Expenses
Departments must submit requests for any increase to the base budget with the exception of increases due to contractual requirements, consumer price index related increases, fuel use, and required software maintenance. Budget requests were made by each department for additional funding, prioritized, and vetted by the City Manager's Office and Finance Director. During the budget workshops, the City Manager proposed an additional $442,000 in personnel related which included one-time expenses of $17,300 along with $133,000 in recurring operating expenses and $91,667 in one-time expenses to the general fund budget. The non-personnel recurring additions included:

• Blanco River Flood Gauge Maintenance	$5,150
• Railroad Quad Gate Annual Maintenance	$14,280
• International Economic Development Prof Development	$3,600
• Website Redesign Annual Maintenance Split	$2,667
• Communications Department Related Support	$11,970
• Low Cost Spay/Neuter Program	$5,000
• Cape's Camp/Thompson's Island Trash Pickup	$10,000
• Small Business Training Main Street	$1,000
• Policy & Procedures Subscription Software (Fire)	$8,000
• Public Education Fire Department	$10,000
• Community Outreach Municipal Court	$4,000
• Contracted Technology Services Personnel	$30,000
• Technology Services Professional Development	$10,000
• Technology Services Membership Dues	$2,000
• Technical Security Audit Split	$8,333
• Internet Bandwidth Increase Split	$7,000
Total Recurring Expenses:	$133,000

The total one-time recommendations included:

• Website Redesign Split	$13,333
• Beautification Overlay District Program	$30,000
• Update Parks, Recreation, Open Space Master Plan	$45,000
• ESRI GIS Developer Conference	$3,334
Total One-Time Expenses:	$91,667

The City Manager also made additional recommendation for the Drainage, Water/Wastewater and Electric Fund and they are as follows:

Drainage Recurring:

• Equipment Maintenance Increase	$10,000
• Mowing Additional Creeks and Right of Ways	$25,000
• Gradall XL3100 Hydraulic Excavator (financed)	$55,000
Total Recurring Expenses:	$90,000

Drainage One-Time:

• 6 Yard Dump Truck	$85,000
• Flat Bed Trailer	$5,500
• Jetscan Video Nozzle	15,500
• Finn Trailer Hydroseeder	$30,500
• Sonetics Communication System	$15,000
Total One-Time Expenses:	$151,500

Water/Wastewater Recurring:

• Technical Security Audit Split	$8,300
• Internet Bandwidth Increase Split	$7,000
• TX Water & Water Reuse Conference	$4,000
• Analytical Laboratory Services	$35,000
• Website Redesign Annual Maintenance Split	$2,700
Total Recurring Expenses:	$57,000

Water/Wastewater One Time:

• Total Organic Carbon Removal Study	$30,000
• Direct Potable Reuse Study	$100,000
• ESRI GIS Developer Conference Split	$3,334
• Maximo Consultant Split	$33,300
• Website Redesign Split	$13,300
Total One-Time Expenses:	$179,934

Electric Recurring:

• Technical Security Audit Split	$8,300
• Internet Bandwidth Increase Split	$7,000
• Line Person Class Allocation Distribution	$66,500
• Tree Trimming Contract Increase	$66,900
• Lineman Training Course	$10,900
• Utility Customer Service Reorganization	$5,300
• Website Redesign Annual Maintenance Split	$2,700
Total Recurring Expenses:	$167,600

Electric One Time:

• Engineering Services	$250,000
• AUD Implementation & Training	$75,000
• Meter Service Temp Contract	$49,000
• ESRI GIS Developer Conference Split	$3,300
• Maximo Consultant Split	$33,300
• Website Redesign Split	$13,300
Total One-Time Expenses:	$423,900

Economic Development and Small Business Development
This year's budget contains $360,000 for economic and small business development along with $160,000 for legislative representation with the expense being shared equally between the General Fund, Water/Wastewater Fund, and Electric Fund since development benefits all their major funds.

The City also set aside $200,000 in FY2015 to establish an economic war chest that could be used to replicate 4A/4B funding in order to potentially attract a prospective new employer in future years. FY2016 will be the second year this funding will be set aside. City staff has created an incentive policy which will outline how these funds can potentially be used. City Council will review that policy during the January Visioning session.

Capital Outlay
During the City Council Budget Policy Workshop, City Council directed staff to commit $1,000,000 in the General Fund for replacement of vehicles and equipment. This amount was increased to $1,200,000 during the budget workshops held in July. This increase allows the City to continue catching up on a backlog of equipment and vehicle replacements, technology infrastructure and other one-time expenses. In addition, there is $134,525 proposed for the purchase of new Library books as an annual, on-going capital expenditure.

In the Water/Wastewater Utility, $799,000 is proposed for replacement of equipment and vehicles and $50,000 for technology related projects. In the Electric Utility, $450,000 is

proposed for replacement of equipment and vehicles, $1,124,500 for recurring expenses related to transformers, meters, and customer extensions, and $50,000 for technology related projects.

Cash Funded Capital Maintenance

The fiscal year 2016 budget continues to allocate amounts into the Cash-Financed Capital Funds for Information Technology, Streets Rehabilitation, Parks Improvements, and Facility Improvements. These funds are budgeted annually as one-time expenses and are funded if revenues allow. These funds will be used to finance capital projects in these areas through cash funds instead of bond funding.

The Cash-Financed Capital Funds provide a funding source for capital projects such as:

- Non-routine infrastructure improvements
- Continuing Technology infrastructure upgrades and improvements
- Street rehabilitation and maintenance projects
- Park improvements, rehabilitation, and acquisition

The capital funds along with other one-time expenses are listed below:

• Routine Capital Outlay-Parks	$ 40,000
• Routine Capital Outlay-Police	$ 40,000
• Routine Capital Outlay-Fire	$ 40,000
• Capital Outlay	$1,200,000
• Capital Outlay related to new positions	$ 9,300
• Library Books	$ 134,525
• Building Capital Maintenance	$ 200,000
• Parks Capital Maintenance	$ 200,000
• Technology Capital Maintenance	$ 50,000
• Streets Capital Maintenance	$ 100,000

Capital Improvements Program – Certificate of Obligation Projects

For the 2016 budget, projects were proposed by all departments and prioritized. Staff vetted all projects and were constrained to maintain the City's 50/50 debt to operations ratio. The compiled projects were then presented to Planning and Zoning Committee. Planning and Zoning made their recommendations and the recommended projects were taken to the City Council for approval. The funding of these projects are as follows:

Capital Improvements Program

Project List	FY 2016	FY 2017	FY 2018	Total
Parks and Public Buildings				
Swimming Pool Improvements - Rio Vista	50,000	30,000		80,000
Sheltered Bus Stops	80,000		80,000	160,000
City Facility Renovations SWAT Bld	115,000			115,000
City Facility Renovations	200,000	200,000	150,000	550,000
Capes Camp Improvement and Dam	200,000	750,000		950,000
Gary Softball Complex Renovation- Existing Fields	250,000	2,500,000		2,750,000
Municipal Services Complex Expansion/Relocation	600,000		5,400,000	6,000,000
Children's Park Renovation	1,200,000			1,200,000
City Park - ADA Playground		100,000	1,000,000	1,100,000
City Facility Parking Lots		300,000		300,000
City Facility Renovations PD 911		350,000		350,000
City Facility HVAC - Police		500,000		500,000
City Facility Parking Lots - Police		650,000		650,000
Animal Shelter - Phase II, Design, Construction		750,000	5,500,000	6,250,000
Blanco River Village City Park			200,000	200,000
Park Development of Undeveloped Park Land			500,000	500,000
San Marcos Youth Baseball Complex			900,000	900,000
Library Expansion & Renovation			1,100,000	1,100,000
City Hall Reconstruction			1,500,000	1,500,000
Public Safety				
Coban Digital Mobile Video	50,000	150,000	150,000	350,000
FD Relocation Station #2	200,000	4,000,000		4,200,000
FD Replacement Engine (52-315)	700,000			700,000
FD Relocation Station #4	4,000,000			4,000,000
FD Station 7 New Station District #6 Mall			600,000	600,000
FD Station 6 New Station District# 11			800,000	800,000
700 mhz Radio's replacements for Public Safety			1,200,000	1,200,000
FD Replacement Ladder Truck (52-300)			1,320,000	1,320,000
Airport				
Airport CAF Hanger Rehabilitation	25,000	25,000	25,000	75,000
Airport Routine Maintenance Grant Match	50,000	50,000	50,000	150,000
Airport Control Tower Driveway Relocation & Drainage Imp	58,000			58,000
Airport Landscaping		80,000		80,000
Airport Taxiway System Rehab		300,000		300,000
Airport RSDA Taxiways & Utilities			75,000	75,000
Development Services				
Comprehensive Plan	33,000	33,000		66,000

Streets				
Hopkins Sidewalk Widening CM Allen to Thorpe	75,000			75,000
Sessom Drive Bike/Ped and Peques Improvements	100,000			100,000
Highway 80 Sidewalks	250,000	1,000,000		1,250,000
School Zone Flashers	250,000			250,000
Leah Drive		22,000	150,000	172,000
Pat Garrison Improvements from Comanche to Guadalupe		50,000	500,000	550,000
Bishop Street Sidewalk Connection		95,000	310,000	405,000
Uhland Road Improvements		150,000	1,000,000	1,150,000
Chestnut Street Improvements		630,000	1,200,000	1,830,000
Old Ranch Road 12 Bike & Ped & Widening Project		680,000		680,000
Long Street Realignment			550,000	550,000
Technology Services (3 Funds)				
Fiber Optic Infrastructure Expansions/Maintenance	80,000	80,000	80,000	240,000
Network Infrastructure		150,000		150,000
Disaster Recovery Infrastructure (every 5 yrs)		166,666		166,666
CIP General Funds				
Hutchison Street Parking Lot	85,000			85,000
Greenways Master Plan	90,000			90,000
Transportation Oversize	100,000	100,000	100,000	300,000
Engineering -CIP Department Funding	146,545	67,117		213,662
One Way -Two Way Conversion	200,000		2,000,000	2,200,000
CM Allen Reconstruction	1,350,000			1,350,000
Mill Street Reconstruction	1,650,000			1,650,000
Sessom Improvements from N LBJ to Comanche		110,000	550,000	660,000
Downtown Reconstruction Ph II		500,000		500,000
Purgatory/Willow Creek Trail Corridor			250,000	250,000
Total Projects	12,187,545	14,568,783	27,240,000	53,996,328

Future Bond Projects and Election

During the City Council Visioning Process this year, the San Marcos City Council gave direction for City staff to conduct a study that would examine the existing condition of city facilities and the possible need for their replacement and/or reconstruction. This study would provide analysis related to future needs and space criteria for the City departments in the future. A scenario will also be prepared that will examine possible public/private partnerships in the development of new facilities and infrastructure. A fiscal plan will also be created showing possible funding scenarios necessary to accomplish each proposal. City staff was tasked with completing this assignment by the end of the calendar year 2015.

Fund Balances

In the Budget Policy Statement, the City Council directed that the Water/ Wastewater Utility and General Fund meet a fund balance level of at least 25%. The Electric Utility is building fund

balance to be the equivalent of 60 days of operating expenses including the cost of purchase power. Previously, the Electric Utility maintained funds equivalent to 25% of operating expenses excluding purchase power. During a ratings review with Standard and Poor's, the agency felt the inclusion of purchase power in the calculation was more appropriate and the City has changed the methodology. These percentages indicate what percentage of annual recurring operation expenses are maintained in the fund balance, or reserve, of each fund. This goal was established to provide a minimum of three months operating capital for each of the major funds. Staff has met this goal in the proposed budget.

External Programs

Hotel Occupancy Tax Fund

In Fiscal Year 2008, voters proposed a 2% venue tax to be implemented in the Hotel/Motel Fund to help offset debt payments associated with the City of San Marcos Conference Center. Revenues collected from the Embassy Suites Hotel along with the 2% venue tax are restricted for the debt service related to the City's Conference Center which opened November 2009. The Conference Center has performed well and has exceeded revenue projections. In fiscal year 2014 a portion of the bonds issued for the conference center were refunded and the City was able to apply $3.5 million of the excess hotel occupancy tax and venue tax collections against the debt principal lowering the debt service payments. If collections continue at the current pace, the City will be able to pay off the bonds several years early.

Social Services

City Council budgeted social service program funding from the general fund for fiscal year 2016 at $450,000. The Human Services Advisory Board (HSAB) is tasked with developing a recommendation for distributing the social service program allotment to the various social service agencies operating within San Marcos. The HSAB implemented an appeals process in Fiscal Year 2007.

Budget Overview

The proposed budget of $185,615,000 is an increase of $12.6 million or 7.28% from the adopted fiscal year 2015 budget. Increases in recurring expenses are attributable to numerous issues related to contract obligations in water and electric supply agreements, CPI adjustments to existing contracts, commitments to proposed merit increases increased health insurance costs, and additional proposed personnel as well as debt service increases. The decrease in one-time expenses is primarily related to the reduction in the transfer in capital reserves in the utility funds.

2015/2016 Annual Budget Expense Summary

	FY 2015 Originial Budget	FY 2016 Proposed Budget	Dollar Change	Percent Change
General Fund	56,467,256	60,926,925	4,459,669	7.90%
Debt Service Fund	12,703,742	12,524,925	(178,817)	-1.41%
Special Revenue Funds	6,846,144	8,201,861	1,355,717	19.80%
Permanent Funds	-	-	-	0.00%
Capital Improvement Funds	1,068,494	522,460	(546,034)	-51.10%
Enterprise Funds	95,926,771	103,438,834	7,512,063	7.83%
Total	173,012,407	185,615,005	12,602,598	7.28%

Fund Balances

A healthy fund balance represents sound fiscal management and measures our capacity to sustain current and future operations. Overall, the budget will bring our fund balances to a total of $48.9 million, or 26.4% of total expenses. The percentage in 2015 was 24.2%. The change in Fund Balance is primarily due to increased budgeted expenses and the increase in the balance in the Electric Fund due to the recommendation from Standards and Poors. The budget continues our commitment of maintaining appropriate fund balances while meeting City Council priorities. These fund balances can be used toward:

- One-time emergency expenses
- Counter-cyclical reserves to minimize the effects of an economic downturn
- Ensuring financial security in the event of a disaster
- Bond rating and creditworthy assessments
- Other one-time expenses such as economic development incentives

2015/2016 Annual Budget Fund Balance Summary

	Actual FY 2013-14	Approved FY 2014-15	Revised FY 2014-15	Proposed FY 2015-16
Beginning Fund Balance	43,647,809	45,076,351	45,076,352	49,589,101
Total Revenues	164,385,563	170,712,881	174,581,442	184,975,585
Total Funds Available	208,033,372	215,789,232	219,657,793	234,564,686
Total Expenses	162,957,020	173,012,407	170,068,692	185,615,005
Ending Fund Balance	45,076,352	42,776,826	49,589,101	48,949,681
Percentage	27.66%	24.72%	29.16%	26.37%

The General Fund

The General Fund is the primary operating fund for the City. It is viewed as the general government fund and accounts for most of the City's financial resources, except for resources required to be accounted for in other funds.

Revenues

Revenue forecasting is a complex and difficult task that involves collecting historical data, researching economic data, and formulating forecasting assumptions. At a minimum, ten years of historical data are compiled and analyzed as part of the forecasting procedure. Qualitative and quantitative forecasting techniques such as consensus forecasting, expert forecasting and trend analysis are utilized when preparing revenue estimates. In some cases, more than one technique is used to predict revenues for the next fiscal year. Expert forecasting is perhaps the most useful technique because it relies on extensive technical knowledge of the economic activity that generates the revenue and is sensitive to changes in the national, regional, and local economies.
This method is quite useful for the City because a significant amount of our sales tax base is generated through retail sales from the Prime and Tanger Outlet Malls. The General Fund receives revenues from a variety of sources, including taxes, licenses and permits, fines and penalties, interest income, other agencies, service fees, and transfers for indirect costs. Revenue projections are based on a variety of factors such as the economy, historical collections, known changes that will occur, and growth factors. In all events, conservative estimates are used.

2015/2016 Annual Budget General Fund Revenue Summary

	Actual FY 2013-2014	Revised FY 2014-15	Adopted FY 2015-16	Percent of Total
Ad Valorem Tax	8,251,304	10,023,342	13,394,338	22.07%
Sales Tax	24,020,619	26,017,740	27,318,627	45.01%
Franchise Fees - City	5,992,793	5,766,725	6,011,648	9.91%
Franchise Fees - Other	1,281,038	1,485,665	1,514,276	2.50%
Other Taxes	615,356	670,376	692,063	1.14%
Licenses and Permits	2,219,259	2,313,956	3,032,397	5.00%
Fines and Penalties	1,260,789	1,462,628	1,246,828	2.05%
Interest Income	36,569	61,000	61,000	0.10%
Cultural and Recreational	760,364	814,146	841,753	1.39%
Other Agencies	431,535	472,330	481,456	0.79%
Current Services	243,673	310,955	341,338	0.56%
Other Revenue	876,652	1,726,380	1,029,735	1.70%
Reimbursements from Other Funds	4,456,035	4,502,868	4,723,113	7.78%
Total	50,445,987	55,628,110	60,688,573	100.00%

Ad Valorem Tax

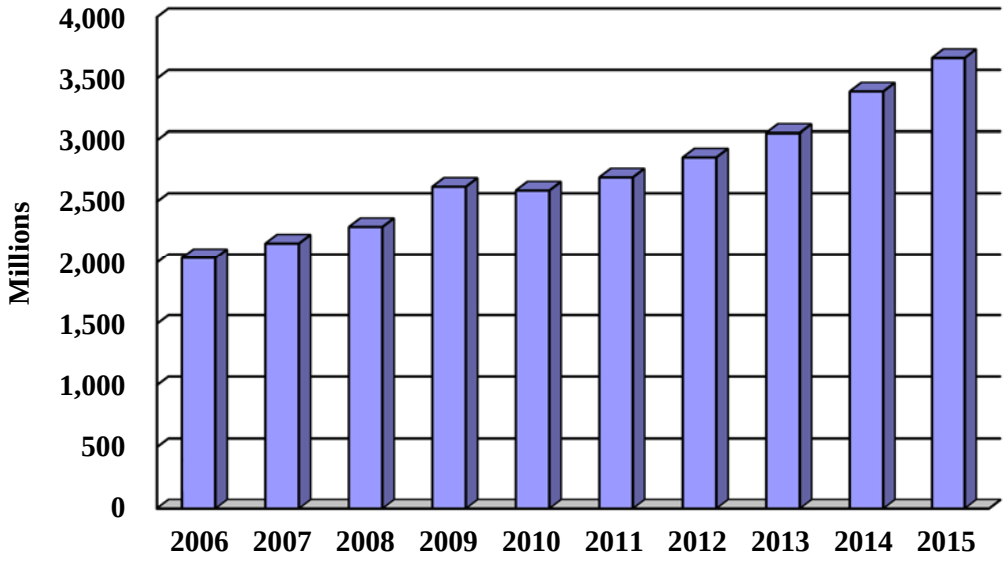
In the budget, property taxes represent 22.1% of total General Fund revenue. Property taxes are based on the assessed value of land, buildings and structures in the City as appraised by the Hays, Guadalupe, and Caldwell County Appraisal Districts. Certified assessed values in San

Marcos are reported at $3.67 billion an increase of 8% above the previous tax year assessed values. The City has experienced rapid growth over the last few years and expects this trend to continue. The City was named as the Fastest Growing City three years running. A 98.0% current tax collection rate and a 2.0% delinquent tax collection rate are assumed for the budget. Revenue forecasting techniques are not used with the ad valorem tax, as the revenue is relatively simple to calculate. The calculation for ad valorem tax revenue is based on the certified assessed value using the tax rate.

The proposed property tax rate for 2016 is at 53.02 cents per $100 valuation, the same as the current rate. The operations and maintenance tax rate will pay operations and maintenance (O&M) costs in the General Fund, producing revenues of $13.4 million. The debt service rate is allocated to repay tax supported debt in the Debt Service Fund. The debt service revenue of $6.5 million will be used to pay long-term debt. For this fiscal year, the City is using $2.0 million of accumulated debt services fund balance to pay for a portion of the debt service obligations. This accumulated fund balance is a function of a combination of annual interest earnings, final appraisals higher than budgeted, and savings on budgeted debt service due to refunding prior debt issuances at lower interest rates. One-cent of the property tax rate will generate $367,000 in revenue.

Historically, property taxes represent a relatively stable source of revenue for the City. In general, property tax revenues tend to increase and are not subject to dramatic shifts in the economy. There was a slight decline in tax year 2010 of 1.2%. The City's property tax base has grown consistently since the decline in 2010 and due to the current economic climate this trend should continue.

10-Year Appraisal Roll History (Property Tax Year)



Sales Taxes

Sales taxes represent 45.0% of total General Fund revenue projected for fiscal year 2016. Sales tax receipts are the largest single revenue source supporting general governmental services in San Marcos. Consistent retail sales have kept this revenue stream steady for the past several years. It is important to note that sales tax revenues are a volatile funding source and are subject to shifts in local, state and national economies. Our reliance on this revenue source is approached with caution.

The City's proposed Financial Policy utilizes conservative forecast guidelines for projecting budgetary sales tax estimates. The following illustration shows the actual percentage increase for the most recently completed fiscal year (2013).

FY 2013 Actual	FY 2013 Actual	Percentage Increase
$22,852,364	$24,020,600	5.1%

The current financial policy states that the estimated percentage increase in sales tax revenue may not exceed the actual percentage increase of the most recently completed fiscal year that resulted in a positive increase. The previous financial policy was revised in 2011 to account for those years when a decrease in sales tax occurs within the City, as was the case in 2009 when sales taxes decreased by 1.95%. Per the budget policy statement that was proposed by City Council, an estimate of 5% was used to estimate the $27.3 million in 2016.

As sales taxes represent 46.5% of the total General Fund revenues, they represent the greatest single source of revenue for the General Fund. Any excess collection above the fiscal year 2015 estimate goes directly into General Fund balance. The City Council has entered into a performance based 380 economic development agreement with Creekside Square, Ltd, "Stone Creek Crossing" to rebate property and sales tax collections not to exceed $4 million over a five year period. 2015 was the final year of the agreement. The City has other 380 economic development agreements with businesses including HEB, for construction of additional warehouse space and job creation, CTMC for facility expansion and related job creation, and anticipate more as the City continues to grow and attract quality businesses.

The City of San Marcos collects one and one-half cents on every dollar spent on taxable goods and services within the City limits. The State of Texas allows home rule cities like San Marcos to adopt a one-cent sales tax to support general governmental services. Local voters authorized another half-cent in 1987 dedicated solely to the reduction of property taxes. The one and one half cents collected by the City represents the maximum we may adopt.

10-Year Sales Tax Collection History			
Fiscal Year	Annual Collection	Percentage Increase	
2005	14,037,500	4.8	%
2006	16,232,402	15.6	%
2007	17,405,977	7.2	%
2008	18,347,135	5.4	%
2009	17,989,392	-1.9	%
2010	18,398,707	2.3	%
2011	19,854,399	7.9	%
2012	21,079,582	4.2	%
2013	22,852,364	8.4	%
2014	24,020,618	5.1	%
*2015	26,017,740	8.3	%

*Estimated

The half-cent sales tax alone is expected to generate $9,106,200 in the next fiscal year, a sum that is equivalent to 24.8 cents on the property tax rate. Without the half-cent sales tax dedicated to property tax reduction, the City's ad valorem tax rate would have to be 24.8 cents more, or 77.82 cents per $100 of assessed value, to support the programs and services provided to San Marcos residents. Sales tax revenue, much of it generated by tourists and non-residents, represent significant savings to property taxpayers in San Marcos. Sales taxes are a primary source of funds for many vital services ranging from police and fire protection, to parks and recreation, library, environmental services, planning, and much more. The reliance on sales tax revenues requires vigilant monitoring of our revenue sources to assure they will keep pace with the demands and the rising costs of operating a complex municipal government.

Franchise Fees

The General Fund receives revenues from franchise fees paid by public and private utilities which use City streets, alleys and rights-of-way for their utility lines and mains. Franchise revenues are budgeted at $7.5 million, or 12.4% of total General Fund revenues. The majority of this revenue source, $6.0 million, is generated through electric, water and wastewater utility franchise fees paid from City-owned utilities. Historically, the City of San Marcos has assessed a 9% franchise fee on gross water, wastewater and electric utility revenue. In fiscal year 2012 as part of the Sound Finances initiative, City Council moved to lower the franchise fees collected from city utilities from 9% to 7% over a four year period. The 7% for Water/Wastewater was achieved in fiscal year 2013, two years ahead of schedule and the 7% for Electric as achieved in fiscal year 2015. The move to lower franchise fees helps reduce some pressure on the utility rates in future years.

The remaining portion of franchise fees, $1.51 million, is collected from telephone, cable and gas utility companies operating within the jurisdictional limits of the City. These smaller franchise fees are estimated through the conservative forecasting technique. This conventional technique assumes that historic collections will remain constant and that the revenue source is stable. Several outside entity franchise agreements were renegotiated in 2010 and several more agreements expire in future years. City staff will be examining other providers to ensure that all agreements are consistent and in the best interest of the City.

Licenses and Permits
Licenses and permits represent the various fees collected for such activities as construction, plumbing, electrical, development and food service operation. Various permits such as building, mechanical, plumbing, zoning, site development, food handler, moving and alarm permits are required for business operation. These monies are used to fund the operating costs of functions associated with enforcing codes and building regulations.

The following table depicts building permit growth over the last ten years.

10-Year Building Permit History

Fiscal Year	Building Permit Market Value	Percentage Increase/Decrease	
2005	129,492,718	89.4	%
2006	150,000,000	25.0	%
2007	153,000,000	2.0	%
2008	138,000,000	-.9.8	%
2009	98,000,000	-29.0	%
2010	172,000,000	75.5	%
2011	67,000,000	-61.0	%
2012	191,000,000	185.1	%
2013	255,000,000	33.5	%
2014	152,000,000	-40.4	%

In fiscal year 2013, new fee structures were proposed by City Council that increased the fees associated with issuing development permits in San Marcos. The City has experience steady growth in the past few years and have seen tremendous grow in all areas of construction including single family, commercial and especially multi-family structures. Approximately 60% of all multi-family structures constructed since 2007 have been student oriented. The fiscal year 2015 estimated revenue from licenses and permits is $2.42 million or 4.53% of total General Fund revenues. This amount is consistent with the previous budget growth and reflects a conservative estimate of the future commercial and residential development occurring within the City. Projections are based on an assessment of development trends in the area.

Fines and Penalties
Revenues from fines and penalties for fiscal year 2016 are estimated at $1.25 million, or 2.1% of total General Fund revenues. The City once again participated in the regional warrant round-up in March 2015. Eighteen regional courts participate in the warrant round-up which gains tremendous media coverage leading to the actual round-up. In 2006, a Deputy Marshal position was added to improve the professionalism of the court operations and to further increase our collection rate and in 2010, an additional part-time Deputy Marshal position was added to further improve the City's collection efforts.

Interest Income
Total revenues from interest for fiscal year 2016 are estimated at $61,000 or .10% of total General Fund revenues. Anticipated interest earnings are based on market projections of interest

rates, which have been at historic low rates since 2010. The current rate of return is approximately 0.10%. Some funds are invested over longer periods for a higher return and in the current fiscal year, the Investment Policy was modified to allow for 5-year investments for Reserve Funds.

Cultural and Recreational

Total revenues from cultural and recreational services for fiscal year 2015 are estimated at $841,700 or 1.4% of total General Fund revenues. Cultural and recreational revenue sources include library fees, and other various fees and service charges from Parks and Recreation programs and Activity Center usage fees. The program fees and service charges are dependent upon usage of City facilities and program attendance. The City operates a wide variety of recreational programs throughout the year. The City has entered into revenue participation contracts with fitness service providers that give the City 30% of gross revenues from various fitness courses taught at the Activity Center. Included in these fees is the Hays County contribution of $80,000 per year that helps in the funding of the City Library. In fiscal year 2013 new fees were proposed by City Council that increased some of the fees charged in the library, activity center, and for the parks and recreation programs.

Revenue from Other Agencies

Revenue from other agencies includes reimbursements from other governmental agencies for various services performed by the City. These services include providing security officers at the local school district and habitat conservation research. Total revenue for fiscal year 2015 is estimated at $481,460, or .8% of total General Fund revenues. The City and SMCISD are parties to a contract that calls for the school district to reimburse the City for 50% of the annual salaries and benefit costs for providing four uniformed officers within the school system. Another significant portion of this revenue source is a reimbursement received from Texas State University-San Marcos. The University reimburses the City 50% of the cost of salary and benefits for our Habitat Conservation position. Also, the City of Kyle and Hays County participate in the City's Animal Shelter funding each year. That contribution commitment is set at $236,309 in 2016.

Charges for Current Services

Total revenue from current services is estimated at $341,400 or .6% of General Fund revenues. Revenues within this category include animal shelter charges, birth and death certificate fees, passport fees, various fees assessed through the Police Department such as accident report fees and new revenue for Fire Revenue Rescue. The Fire Revenue rescue will collect fees for emergency calls involving non-citizens that require Fire Department response such as house fires and vehicle collisions. Revenue projections are based on historical collection data with larger increases in the shelter adoption due to new fees put in place in fiscal year 2013 and the new fire department revenue.

Other Revenues

The General Fund receives revenues from a variety of other sources that do not meet the classification requirements of other categories. These revenues include ordinance copies, insufficient funds service charges, rebates generated from the purchase card program and sales tax discounts. These revenue sources are projected at $1,029,740 or 1.7% of total general fund

revenue, for the next fiscal year. Revenue assumptions for this category are based on historical collection data.

Reimbursements from Other Funds and Operating Transfers
The General Fund bears the costs for administrative services such as legal, human resources, purchasing, finance, administration, information technology, and building and equipment usage. These costs are reviewed and calculated annually by an independent firm, which then recommends the reimbursements assigned to each fund. Reimbursements from other funds represent $4.7 million, or 7.8% of total general fund revenues.

Expenditures

The General Fund is the primary operating fund for city government. Several internal service departments, including City Manager's Office, Legal, City Clerk, City Council, Finance, Human Resources, and Technology Services, have costs allocated among the General Fund, Enterprise Funds and Special Revenue Funds, reflecting the cost of providing these services. Total General Fund expenditures for fiscal year 2015 are budgeted at $60,927,000 a 7.9% increase from the adopted FY 2015 budget. General Fund departments include:

- **General Government** (City Manager, City Clerk, and Legal)
- **Human Resources**
- **Finance**
- **Technology Services (**Information Technology, GIS)
- **Municipal Court**
- **Development Services** (DS Admin, Planning, Permit Center, Inspections)
- **Fire Services**
- **Police Services Capital Improvement Department**
- **Community Services** (CS Admin, Environmental Health, Animal Services, Animal Shelter, Library, Parks and Recreation, Activity Center, Grounds and Maintenance, Fleet, PARD Contracts, Park Rangers, and Neighborhood Services)
- **Public Services** (Transportation Admin, Traffic Control, and Streets)
- **General Services** (Social Services and Special Services)

2015/2016 Annual Budget
General Fund Expenditure Summary by Department

	Actual FY 2013-2014	Revised FY 2014-15	Proposed FY 2015-16	Percent of Total
General Government	2,759,447	2,900,054	3,041,132	4.99%
Human Resources	974,992	1,036,045	1,144,234	1.88%
Finance	1,369,714	1,468,623	1,543,432	2.53%
Municipal Court	745,768	697,252	704,754	1.16%
Technology Services	1,389,426	1,512,207	1,728,859	2.84%
Development Services	1,934,725	2,142,691	2,178,195	3.58%
Capital Improvements	580,458	1,174,311	1,633,762	2.68%
Fire Services	7,270,567	7,039,350	7,874,304	12.92%
Police Services	13,616,962	13,514,009	14,377,364	23.60%
Public Services	3,358,329	3,856,956	4,784,390	7.85%
Community Services	9,130,673	9,715,122	10,674,382	17.52%
General Services	8,270,578	9,277,108	11,242,117	18.45%
Total	51,401,640	54,333,728	60,926,925	100.00%

Fund Balance

Each fund maintains a fund balance that is available to cover operating expenses in the event of revenue shortfalls or other unforeseen events. The anticipated General Fund balance at the end of fiscal year 2016 is $17.1 million or 30.3% of expenditures. This large fund balance represents our commitment to using best business practices and conservative revenue estimates.

The Debt Service Fund

The Debt Service Fund is used to account for the debt service portion of property tax revenues received. Debt service taxes are specifically assessed for the payment of general long-term debt principal and interest. The use of a separate fund ensures that debt service tax revenues are not commingled with other revenues and not used for any purpose other than debt repayment. Debt limits regarding general obligation debt can be found within the City's Financial Policy in this document.

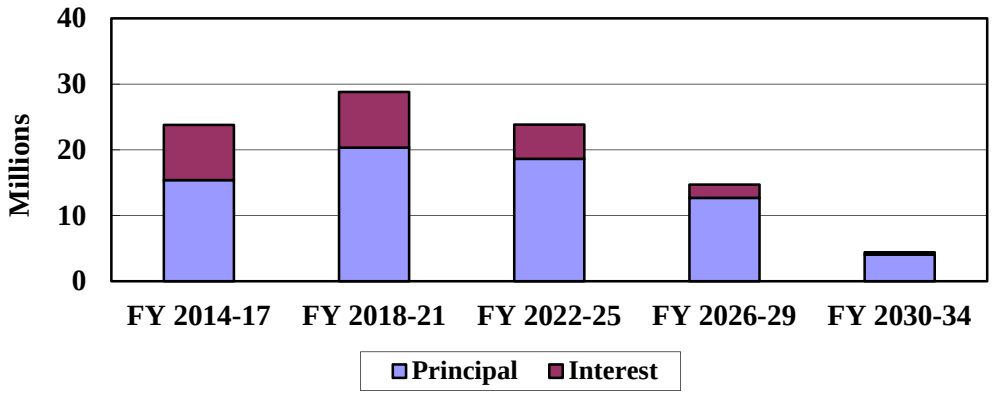
Revenues and Expenditures

Ad valorem (property) taxes provide the main revenue source for the Debt Service Fund. Of the total anticipated property tax collections, 31.9% of the revenue is allocated to debt service, while the remaining portion of 68.1% pays for operations and maintenance (O&M). For this fiscal year, the City is using $2.0 million of accumulated debt services fund balance to pay for a portion of the debt service obligations. This accumulated fund balance is a function of a combination of annual interest earnings, final appraisals higher than budgeted, and savings on

budgeted debt service due to refunding prior debt issuances at lower interest rates. This fiscal year budget maintains a debt service percentage below 50% which was a goal of City Council as a part of the Sound Finances initiative. This percentage reached a high of 60% in 2011 and the City has achieved and maintained this lower percentage through the deferment of debt issues in 2011 and 2012 along with constraining the 2013 debt issuance to $4 million.

In the new fiscal year, $0.1691 of the $0.5302 property tax rate is dedicated to debt repayment. Principal and interest payments are budgeted at $12.68 million but tax supported payments are budgeted at $8.1. The City's total General Obligation outstanding principal debt is $71,210,000 as of September 30, 2014, including voter-authorized bond programs in elections held in 1998 and 2005, and bond refinancing in 2009, 2010, 2012, 2013, and 2014. The City anticipates issuing an additional $6.1 million in debt in late August which is not reflected in these amounts. Maturity dates for individual bond issues are scheduled annually through 2034.

20-Year Principal and Interest Payment Schedule



The types of projects financed through long-term general obligation debt include major street projects, public safety facilities and equipment, library, parks and recreational facilities. Debt payments for revenue bonds which finance water, wastewater, electric and drainage projects are repaid separately through those respective enterprise funds.

Special Revenue Funds

Special revenue funds are used to account for the proceeds of certain specific revenue sources that are legally restricted to expenditures for specified purposes. The City utilizes this type of fund to account for revenues such as hotel occupancy tax, grants, special fines authorized by the State, and forfeiture revenue from seized assets.

Municipal Court Technology Fund

In its 1999 legislative session, the Texas Legislature established the Municipal Court Technology Fund through Senate Bill 601 to provide a funding source to local municipal courts for future technological enhancements to their respective court systems. In response, the City of San Marcos established the Municipal Court Technology Fund to provide budgeting and accountability for the funds received through the collection of the technology fee. The revenues

collected are legally restricted for making technological enhancements to the Municipal Court, which may include computer systems, networks, hardware, software, imaging systems, electronic kiosks, electronic ticket writers or docket management systems. Revenue is projected at $30,000. Revenue estimates are based on historical trend information and follow the same assumptions as Fines & Penalties revenues within the General Fund. Expenditures for technology improvements are estimated at $30,000.

Seized Assets Fund

This fund, established in 2001, provides budgeting and accountability for revenues collected from the sale of forfeited and seized assets belonging to various criminals engaged in certain illegal activities. Revenues from these seized assets are used to fund various technology improvements in our Police Department. These revenues are projected at $5,000 for the fiscal year. Projections are based on historical collection assumptions. Expenditures for this fund include the annual audit of this fund and specific police projects and enhancements.

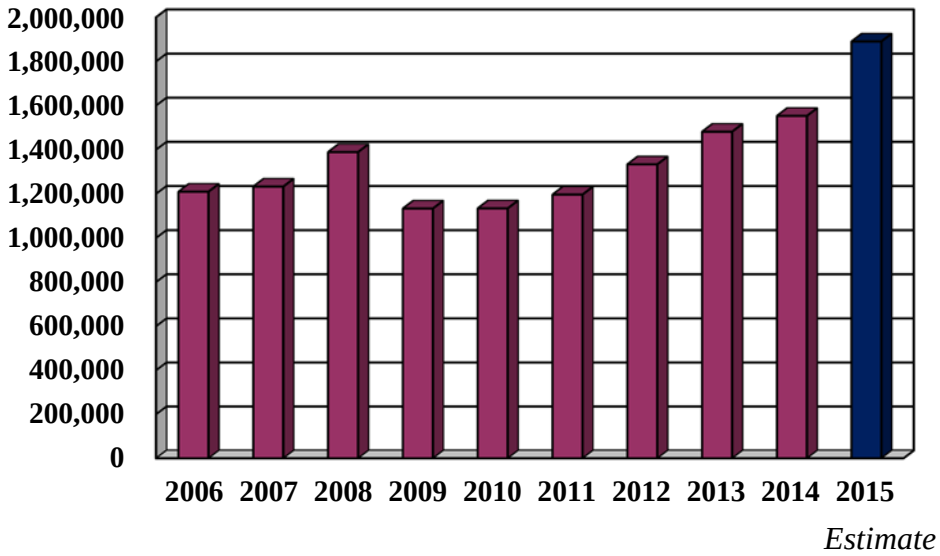
Hotel Occupancy Tax Fund

The Hotel Occupancy Tax Fund is used to account for a local bed tax of 7%. During fiscal year 2008, San Marcos residents approved an additional Venue Tax of 2% to pay for the debt related to the City's Conference Center. Tax monies collected are used for tourist development activities in accordance with State law.

Revenues

The 9% occupancy tax is charged to occupants of rooms rented from hotels, motels and inns located in the City. The tax is collected by owners of each facility and is remitted to the City monthly. Hotel Tax receipts received from the new Embassy Suites Hotel are restricted solely for the repayment of conference center debt. Unrestricted occupancy tax revenues are budgeted at $2.2 million which is an increase of $289,000 from the anticipated 2015 revenue. Revenue generated by the Embassy Suites is projected to stay level. In fiscal year 2015, 170 rooms were added with the opening of 2 new branded hotels and the City expects to add 400 rooms by the summer of 2016, with 4 more branded hotel openings.

10-Year Hotel Occupancy Tax Collection History (Fiscal Year)



Expenditures

The Hotel Occupancy Tax Fund supports tourist development activities, downtown revitalization and the arts. In fiscal year 2015 Main Street moved to a new location downtown and provides a meeting place for people in downtown San Marcos.

The following table depicts the revenue distribution made from hotel occupancy taxes.

Program	FY 2015 Adopted	FY 2016 Proposed
Convention & Visitors Bureau	1,178,515	1,304,000
Arts Commission	100,000	150,000
Main Street Program	264,051	273,000
Tanger Marketing Program	150,000	150,000
Conference Building Repairs	32,000	32,000
Tourist Account	5,000	5,000
Downtown Marketing Coop	75,000	75,000
Eco Tourism	40,000	40,000
Sports Tourism	60,000	60,000
Mural Funding	30,000	35,000
Downtown Enhancement	0	82,000
Transportation	10,000	10,000
TOTAL	**1,944,566**	**2,215,982**

Community Development Block Grant Program Fund

In fiscal year 1994, the United States Department of Housing and Urban Development designated the City of San Marcos as an Entitlement City for the Community Development Block Grant (CDBG). The program is designed to eliminate slum and blight conditions and to serve the needs of low to moderate-income residents. New funding totals $517,100 an increase of $25,200 from the prior fiscal year. In fiscal year 2014 the amount awared was less than originally estimated and awarded so a difference of $60,000 was funded from the general fund budget. The 2014 budget was amended to award an additional $40,000 from the general fund for programs that did not receive sufficient funding through the 2015 allocation. In this fiscal year, there is no supplemental funding appropriated in the general fund.

Women, Infants and Children (WIC) Program Fund

The Women, Infants and Children Program provides nutritional food supplements, nutritional counseling, clinical assessments, and education to pregnant women, breast-feeding mothers, infants and children up to five years of age. The City of San Marcos operates a five-county regional WIC program that is funded through the Texas Department of Health and Human Services and the United States Department of Agriculture. The budget of $2.05 million will provide nutritional food supplements, nutritional counseling, clinical assessments, and education to pregnant women, breast-feeding mothers, infants and children up to five years of age who live in Hays, Caldwell, Comal and Guadalupe Counties. San Marcos is unique in being a municipality in Texas that administers a multi-county regional WIC program. The entire program is reimbursed with state and federal funds.

Other Special Revenue Funds

The Cemetery Operations Fund provides for maintenance and upkeep of the historic San Marcos City Cemetery. The Cemetery Operations Fund, with a budget of $217,600 provides for maintenance of the historic San Marcos City Cemetery. The General Fund transfer is the largest source of Cemetery Operations Fund revenue. Revenues such as burial permits, monument permits, and cemetery lot sales are calculated based on the current fees and the annual estimated number of sales. The transfer from the General Fund is $145,500 for operations and includes an additional appropriation for $50,000 to make improvements to the cemetery and perform needed repairs.

The Municipal Court Juvenile Fee was established in 2009. This sole use of this fund is to establish a funding source for a Juvenile Case Manager position, which is now being budgeted as a full-time position. The revenue for this fund is estimated at $43,000.

The Municipal Court Security Fee was established to help enhance security within municipal courts. This sole use of this fund is to enhance security within the court operations. The revenue for this fund is estimated at $24,012.

The Tax Increment Reinvestment Zone #2 Blanco Vista Development Fund was established in 2010. This fund tracks property tax revenues from the City and Hays County which are specifically restricted for the repayment of debt to the developers of the Yarrington Road

Overpass. The restricted property tax revenues are estimated to be $508,100.

The Tax Increment Reinvestment Zone #3 Conference Center Fund was established in 2010. This fund tracks property tax revenues from the City and Hays County which are specifically restricted for the repayment of debt related to the building of the City of San Marcos Conference Center. The restricted property tax revenues are estimated to be $211,250.

The Tax Increment Reinvestment Zone #5 Downtown Fund was established in 2012. This fund tracks property tax revenues from the City and Hays County which are dedicated source of sustainable funding for downtown improvements in support of the proposed Downtown Master Plan. The restricted property tax revenues are estimated to be $373,500.

The Transportation Reinvestment Zone #1 Loop 110 Fund was established in 2013. This fund tracks property tax revenues which are specifically restricted for the repayment of debt related to the construction of Loop 110. The restricted property tax revenues are estimated to be $50,000.

The Transportation Investment Zone #1 Lone Star Rail Fund was established in 2013. This fund tracks property tax and sales tax revenues which are specifically restricted for the future operating expense for the Lone Star Rail. The restricted property tax revenues are estimated to be $25,000.

Capital Improvements Fund

The Capital Improvements Fund was established during the realignment of the organization in October of 2009. The primary objective of this department was to streamline the capital improvement process in order to ensure that projects were completed in a timely manner thus reducing unnecessary expenses related to delayed projects. Salaries related to CIP staff are charged directly to CIP Bond Funds or Capital Improvement Projects in relation to the completion of streets and drainage projects, water/wastewater projects, and electric projects. Many of the project management duties were outsourced to outside firms. In 2012, the City changed this policy and began moving the CIP project management back to City employees and moving operating expenses from bond funding to directly charging the expenses to the City's General Fund. Fiscal year 2016 is the fifth year of a six year planned transition from bond to general fund operating funding.

The Capital Improvements Department operating expenses of $322,460 are split between three different funds including General Capital Projects, Water/Wastewater Capital Projects and Drainage Capital Projects. In fiscal year 2016, $458,000 of expense is moved from the bond funded Capital Improvement Department into the General Fund budget. This total moved also includes the movement of a three person concrete/sidewalk maintenance crew that was added during fiscal year 2015. After the 2013 Citizen satisfaction survey, sidewalks construction and maintenance were made a priority for the City Council. In 2014, $200,000 in CO's were issued specifically for sidewalk improvements. The crew was funded with the bond proceeds in fiscal year 2015 and has been moved into the general fund in fiscal year 2016.

Enterprise Funds

Enterprise funds are used to account for governmental activities that are similar to those found in private businesses. The major revenue source for these funds is the revenue generated from customers who receive the services provided. Revenues generated through the rates pay the operating costs and debt retirement for these funds.

In 2012, a Citizens Utility Advisory Board (CUAB) was formed at the direction of the City Council. This board is made up of 5 citizens and the Mayor who is a non-voting member. The charge of the board is to bring recommendations for budget and rates for both the Water/Wastewater and Electric utilities to the City Council. The Board met with staff to gain an understanding of how the utilities operate, the composition of the rates and the issues facing the utilities in the upcoming years.

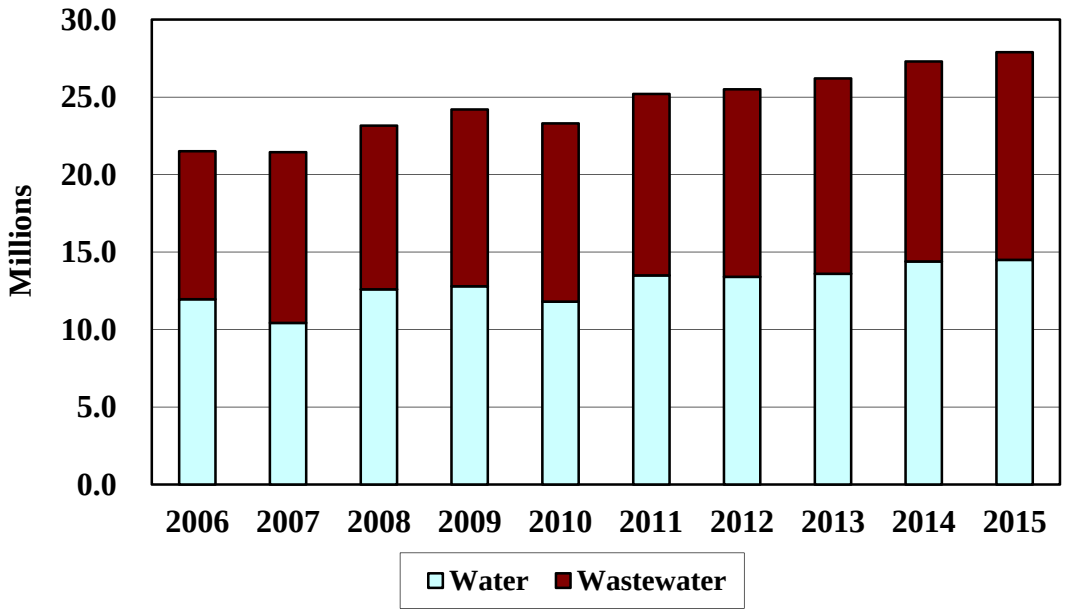
Water and Wastewater Utility Fund

The City of San Marcos operates a superior water production, distribution and wastewater collection and treatment system for the community. This fund is used to account for the revenues and expenses of this utility system.

Revenues

The Water/Wastewater Utility Fund receives revenue from residential, multi-family and commercial customers based on their monthly water consumption. San Marcos water and wastewater rates are provided in detail within the Miscellaneous and Statistical section of the budget.

10-Year Water/Wastewater Service Revenue History (Fiscal Year)



Revenue projections for water and wastewater revenues are based on factors such as historical collections, known changes that will occur, system growth factors and weather predictions. Projected revenues from all sources are budgeted at $33.2 million. Revenues from water service are estimated at $15.7 million and wastewater revenues are estimated at $15.1 million. Other revenue sources include sales of effluent, pretreatment charges, wheeling sales, service and connection charges, and interest income.

Prior to fiscal year 2012, there had not been consistent rate adjustments to support the utility but since there have been small, consistent rate increase to support the growing utility. In fiscal year 2014, the CUAB chose to implement a new tiered structure for rates instead of recommending a rate adjustment. The resulting rate structure emphasizes conservation with charges beginning at the first gallon used and modifications to the tiers to more closely resemble non irrigation usage in the lower levels. The City implemented winter averaging in early 2008.

A Water/Wastewater Rate Study has been conducted every year for the last several years including 2015. For the 2016 budget, the CUAB recommends a 5% rate adjustment in water and a 1% rate adjustment in wastewater. The CUAB spent several months looking at the updated rate study modeling, the impacts of the newly implemented rate structure, and the long range plans on the water/wastewater utility including the effect of the Hays County Public Utility Agency (HCPUA).

2015/2016 Annual Budget

Water/ Wastewater Utility Fund Revenue Summary

	Actual FY 2013-2014	Revised FY 2014-15	Proposed FY 2015-16	Percent of Total
Water Service	14,444,657	14,467,820	15,782,440	45.84%
Wastewater Service	13,422,420	14,402,429	15,121,250	43.92%
Effluent Sales	303,733	311,000	320,330	0.93%
Pretreatment Charges	429,449	450,000	463,500	1.35%
Interest Income	92,564	79,000	79,000	0.23%
Penalties	317,850	344,716	355,057	1.03%
Service Charges	91,736	92,521	95,297	0.28%
Connection Charges	86,073	105,000	108,150	0.31%
Debt Service Reimbursement	842,446	858,069	883,811	2.57%
Other Revenue	1,256,678	1,394,117	1,222,404	3.55%
Total	31,287,606	32,504,672	34,431,239	100.00%

Expenses

The Water and Wastewater Fund supports several divisions, including:

- Wastewater Collection
- Water Quality Services
- Water Distribution Maintenance
- Water Conservation
- Water/ Wastewater Administration

The fiscal year 2016 appropriations for the Water/ Wastewater Utility Fund operating and capital expenditures are $34.0 million, which is a $1.7 million increase from fiscal year 2015. While the total expenses are flat, the operating expenses increased $1.6 million or 5.7%. The majority of this increase is due to contractual agreements with OMI and GBRA to operate the processing plants, personnel costs including the addition of new personnel, and capital expenditures.

Historically, the Water/Wastewater fund has reimbursed the Electric Utility Fund $550,000 related to the proportional use of the Meter Operations, Public Services Administration and Utility Business Office which are expensed within the Electric Utility Fund. In fiscal year 2016, the Water/Wastewater Fund's cost of these shared departments is $3.2 million. The reimbursement has been increased to $1.4 million to reflect the true costs of these services.

The Hays County Public Utility Agency is a joint venture between San Marcos, Kyle, Buda, and some regional water corporations to firm up future water supplies through the year 2060. The City of San Marcos' share of the total construction cost related to Phase 1 of the project is approximately $70.0 million and the majority of the construction is anticipated to begin in 2019. A small project related to Phase I is scheduled for 2016. This project will construct a pipeline between San Marcos, Kyle and Buda. The City is still exploring water supply alternatives in hopes that this future expense can be reduced as much as possible. The City has set aside cash reserves along with steady rate increases to make sure there is capacity to fund the future infrastructure costs related to this project without large rate increases.

2015/2016 Annual Budget

Water/ Wastewater Utility Fund Expense Summary by Category

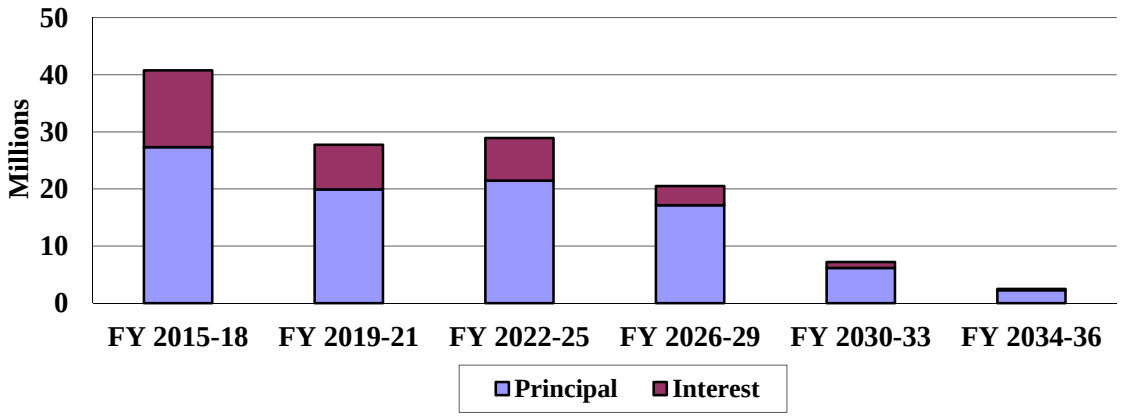
	Actual FY 2013-2014	Revised FY 2014-15	Proposed FY 2015-16	Percent of Total
Personnel	3,125,581	3,577,704	3,975,427	11.70%
Contracted Services	7,799,882	8,658,016	9,214,652	27.11%
Materials and Supplies	1,102,244	1,187,661	1,188,257	3.50%
Other Charges	5,736,243	7,023,954	7,398,738	21.77%
Operating Transfers	4,857,797	59,416	80,202	0.24%
Capital Outlay	330	550,000	857,316	2.52%
Transfer to Capital Reserves	-	1,000,000	625,000	1.84%
Rate Stabilization Fund	-	-	-	0.00%
Debt Service	9,795,506	9,872,508	10,652,498	31.34%
Total	32,417,583	31,929,259	33,992,090	100.00%

Debt Service

Debt service in the Water/Wastewater Fund is budgeted at $10,653,000. The total outstanding debt of the utility system is $94,365,000 as of August 1, 2015. A debt issuance is planned for last August. It is important to note that the significant investments in water and wastewater infrastructure projects undertaken by the City of San Marcos were required to respond to regional, state or federal mandates. Significant investments in upgrading the wastewater

treatment plant and collection system were made to meet high level treatment standards mandated by the U.S. Environmental Protection Agency and the Texas Commission on Environmental Quality, and to add plant capacity for future growth. Debt payments on these significant projects are scheduled through fiscal year 2036.

21-Year Principal and Interest Payment Schedule



Fund Balance

We anticipate an ending fund balance of $8.1 million or 25.1% of operating expenses. Fund balance transfers are incorporated into this budget to reduce the fund balance down to 25%. The transfers will be used to fund or offset future debt issuances related to capital improvement projects.

Rate Stabilization

This budget establishes a rate stabilization fund which is funded at 10% of water revenues and 5% of wastewater revenues. This will help the City alleviate future rate increases that are needed due to fluctuations in seasonal weather patterns. This is a major component in achieving our sound finance initiative.

Drainage Utility Fund

The City of San Marcos began assessing a drainage utility rate in fiscal year 2000 on all residential and commercial property located in the City. The drainage charge was established to provide funding for the planning, engineering, construction, maintenance, improvement and reconstruction of drainage projects throughout the City.

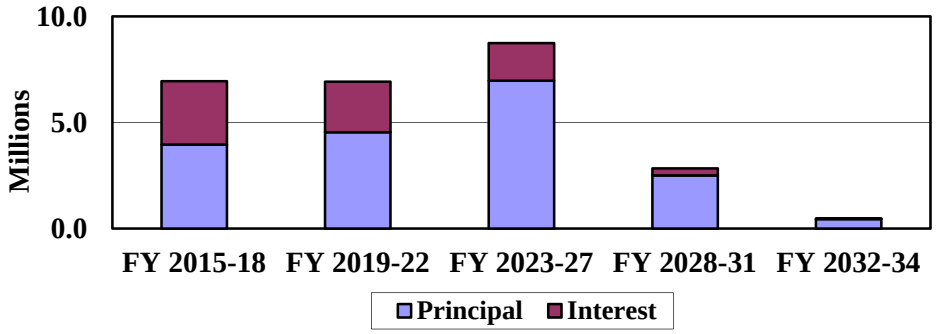
Revenues and Expenses

The San Marcos Drainage Utility Fund is an enterprise fund supported by assessment of drainage utility fees. The Drainage Utility was created in July 1999 by Council to address the need for drainage improvements throughout the City. Revenues from the fees will be used in future years to pay for future bond issuances related to drainage improvements. A three year, annual 5% rate adjustment was approved in fiscal year 2014. Projected revenues from fees are budgeted at $3.3 million. This rate supports the addition of a several captial equipment additions. Operating expenses are budgeted at $3.6 million.

Debt Service

Debt service in the Drainage Utility Fund is budgeted at $1.9 million. As of September 30, 2014 the City of San Marcos will have an outstanding debt of $24.9 million for improvements to the drainage utility system with a planned debt issuance in August. The current debt will be repaid annually until fiscal year 2034.

20-Year Principal and Interest Payment Schedule



Fund Balance

We anticipate an ending fund balance reserves of $1.1 million in the Drainage Utility Fund at September 30, 2016.

Electric Utility Fund

The City of San Marcos purchases and distributes electric power to the San Marcos community. San Marcos has some of the lowest electric rates in Texas. The utility operates at a 99.9997% reliability rate and has a system capacity of 145 megawatts.

Revenues

The Electric Utility Fund is an enterprise fund established to purchase and distribute electric power to the San Marcos community. The utility receives revenues through rates charged to customers for electric service, from other operating revenues and interest income.

2015/2016 Annual Budget
Electric Utility Fund Revenue Summary

	Actual FY 2013-2014	Revised FY 2014-15	Proposed FY 2015-16	Percent of Total
Electric Service	53,433,236	52,154,389	54,976,998	88.88%
Interest Income	50,556	20,000	29,487	0.05%
Penalties	562,828	562,406	568,030	0.92%
Service Charges	29,834	28,497	28,681	0.05%
Connection Charges	396,784	384,246	388,088	0.63%
Other Revenue	1,142,080	3,881,028	4,078,691	6.59%
Indirect Costs	879,901	1,558,950	1,758,393	2.84%
Operating Transfers	23,485	25,242	25,242	0.04%
One-Time Revenues	-	-	-	0.00%
Total	56,518,705	58,614,758	61,853,611	100.00%

The major element in the increased revenue of the Electric Utility is the pass-through costs of purchased power from LCRA to the retail customer. In 2012, the City of San Marcos opted to purchase 10% of its load from a provider other than LCRA. The City chose Nextera to act as an alternative power suppler with lower cost options. In 2015, the contract expired with Nextera and the City signed a contract with Calpine for 15% of its load.

The City and LCRA executed an amended and restated Wholesale Power Agreement in March of 2011 and in the agreement was a provision that granted the City a right and option to participate in ownership of any future generation capacity constructed by LCRA on a load proportional basis. LCRA has started construction on the Thomas C. Ferguson replacement plant project, creating the opportunity for the City to exercise this right and option. Staff researched the financial requirements and forecast financial net revenue associated with the plant over the life cycle of the facility and presented information to the Council on the risk/benefit issues related to the option. Participation in ownership of the facility is forecasted to enhance revenue to the City Electric Utility and benefit the ratepayers. The City of San Marcos issued Electric Utility System Revenue Bonds in July 2013 totaling $18.5 Million to finance this project. The project came in on-time and within the construction budget. The plant began producing power during the summer of 2014 and the electric utility has benefited from the participation not only from the operations of the plant, but also the opportunity to receive power at a reduced cost to the city.

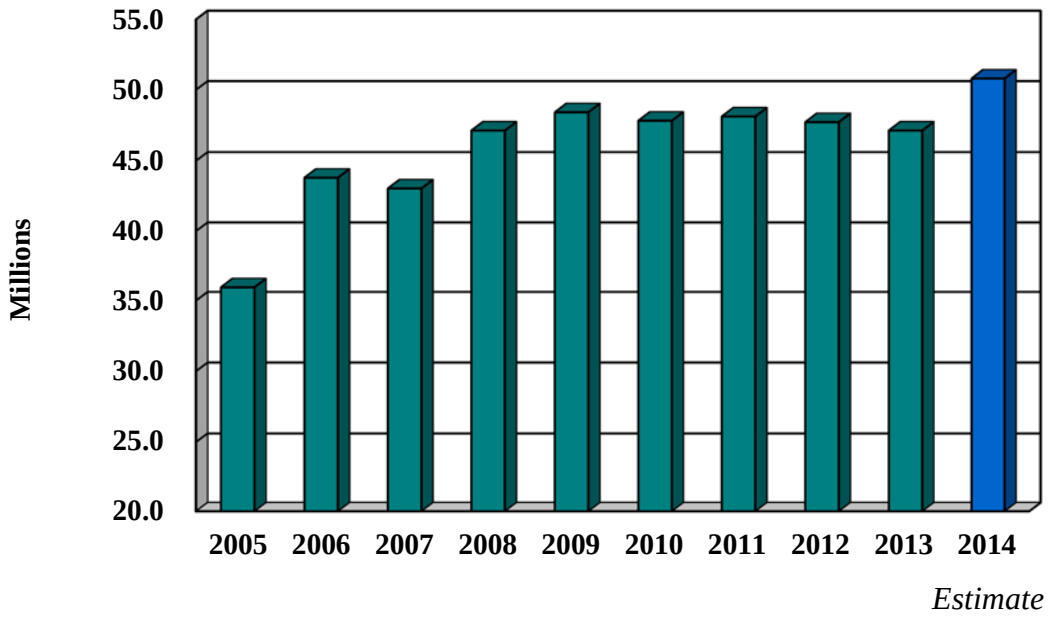
In the past few years the electric utility customers have increased significantly reflecting the growth in San Marcos with relatively little change in personnel levels. The cost of materials has increased steadily along with contracted services and personnel. In addition to the cost increases, the Utility is incorporating new financial policies recommended by Standards and Poor's during the last ratings review. The Utility went through a ratings review before issuing revenue bonds for the funding of the Ferguson replacement power plant project. The review resulted in a rating of BBB+ which was lower than the prior rating of AA-. The recommended policies include maintaining sufficient operating revenues to have 1.2 times the debt payments remaining after cover all recurring operating expenses and having at least 60 days of operating reserves,

including purchase power, in fund balance. Prior to this, times coverage had dipped slightly below 1.2 times in several years and the utility maintained at least 90 days of operating reserves but did not include purchased power in the calculation.

Historically, the Electric Utility paid a 9% franchise fee on Gross Electric Revenue to the General Fund. A reduction from 9% to 7% over 4 years began in fiscal year 2012 and is budgeted at 7% for fiscal year 2015.

For the 2016 budget, the CUAB recommends no rate adjustment. The CUAB spent several months looking at the updated rate study modeling and the results indicated that no rate adjustment was necessary in fiscal year 2016 and possibly in fiscal year 2017.

10-Year Electric Service Revenue History



Expenses

The Electric Utility Department provides efficient electric service to the San Marcos community. The expenditures for fiscal year 2015 total $61.5 million. Departmental divisions include:

- Public Services Admin
- Conservation
- Meter Operations
- Administration
- Maintenance
- Customer Billing and Collections

The current rate supports the addition of an shared arborist and shared utility system analyst, professional and contracted services, added staff training, and software purchases including an outage management system. It also supports funding of capital outlay for equipment, technology, and vehicles needed by the utility.

At $39.0 Million, the cost of wholesale power from LCRA represents the largest expense in this fund.

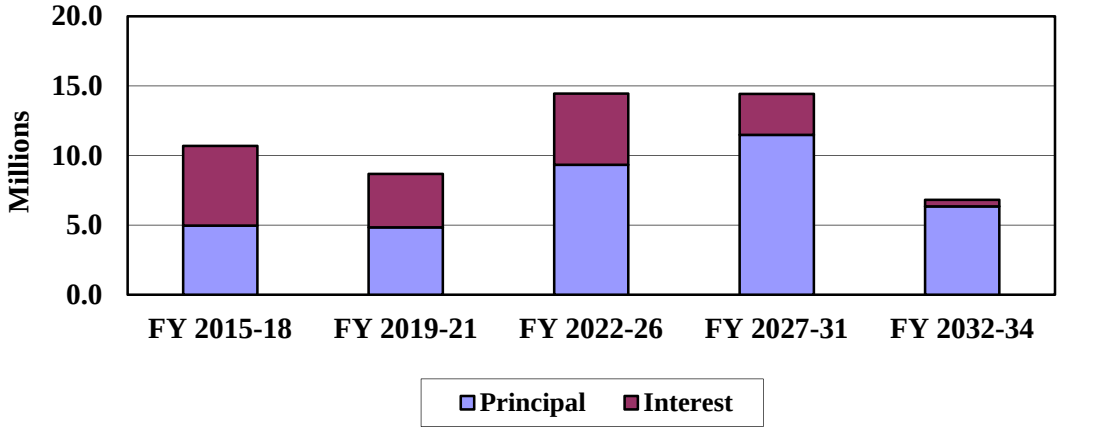
2015/2016 Annual Budget
Electric Utility Fund Expense Summary by Category

	Actual FY 2013-2014	Revised FY 2014-15	Proposed FY 2015-16	Percent of Total
Personnel	4,133,395	4,730,457	5,226,053	8.50%
Purchase of Power	38,220,968	38,776,951	38,974,973	63.37%
Contracted Services	1,327,476	1,695,087	2,326,682	3.78%
Materials and Supplies	432,635	512,217	532,530	0.87%
Other Charges	6,903,254	6,528,698	6,842,950	11.13%
Capital Outlay	1,024,322	1,450,000	2,037,771	3.31%
Transfer to Capital Reserves	-	800,000	2,650,000	4.31%
Rate Stabilization Fund	-	-	-	0.00%
Debt Service	1,867,886	2,303,123	2,915,785	4.74%
Operating Transfers	157,000	-	-	0.00%
Total	54,066,936	56,796,534	61,506,744	100.00%

Debt Service

Debt service in the Electric Utility fund during fiscal year 2015 is budgeted at $2.9 million. As of September 30, 2014, the City of San Marcos has outstanding debt of $37.0 million which includes the purchase of the electric distribution system from LCRA in 1986 and $18.5 million for the Ferguson Power Plant project. There is a bond issuance planned for August. The current debt will be repaid annually until fiscal year 2034. Revenue bond covenants and the City's Financial Policy require the City maintain a 1.20 Times Coverage Ratio. The Times Coverage Ratio calculations for enterprise funds can be found in the Miscellaneous and Statistical Section of this document.

20-Year Principal and Interest Payment Schedule



Fund Balance

Fund balance at the end of fiscal year 2016 in the Electric Utility Fund is budgeted at $9.3 million or a reserve totaling 60 days of expenses. The Electric Utility, with millions of dollars worth of valuable substations and aboveground distribution facilities, is particularly vulnerable to weather-related disasters.

Rate Stabilization

This budget also establishes a rate stabilization fund which is funded at 5% of electric revenues. This will help the City alleviate future rate increases that are needed due to fluctuations in seasonal weather patterns. This is a major initiative in achieving sound finances.

Municipal Airport Fund

The Municipal Airport has three runways and is situated on 1,356 acres. Additionally, there are 60 acres of maintained parking ramps and 38 City-owned hangars and shelters. Revenue sources such as storage rentals, hangar rentals, storage rentals, gross receipts fees and land leases partially support the daily operational costs. There are more than 300 based aircraft at the airport and more than 100,000 annual takeoffs, landings and approaches.

Revenues and Expenses

The San Marcos Municipal Airport Fund is an enterprise fund supported by revenues from hangar and shelter rentals, commercial and agricultural leases, and if required, a transfer from the General Fund for airport management. The Airport will require a general fund transfer of $115,000 to support operations in fiscal year 2016. The Airport serves the general aviation needs of our residents and citizens in the surrounding region. Other revenues are relatively minor and are simple to forecast. Revenues such as T-hangar rentals, storage area rentals, facility rentals and shelter rentals are calculated based on the rental charge and the number of rental units rented. Other revenues such as gross receipt revenues are forecasted based on historical data.

The operational budget for the Airport Fund is $438,000. The Airport is managed by Texas Aviation Partners who oversees the daily operations and ongoing development. The Airport works closely with the Texas Department of Transportation and the Federal Aviation. Due to City Council and lobbying efforts, the City continues to receive federal appropriations funding. The City of San Marcos opened a new Air Traffic Control tower at the end of Fiscal Year 2011. Incentive payments to Texas Aviation Partners based on performance of the airport are estimated to be $30,600 in 2016.

Solid Waste Collection Utility Fund

The City of San Marcos outsources its residential solid waste collection through the use of a competitive bidding process. The solid waste collection company charges its monthly fee to the City on a per customer basis. This fee is used to set the rates along with administrative charges and charged to each resident within the City.

Revenues and Expenses

The Solid Waste Collection Utility Fund is an enterprise fund supported by assessment of residential waste collection and recycling service charges. Projected revenues from service

charges are budgeted at $3.3 million. Expenditures are $3.2 million for solid waste hauling, recycling and household hazardous waste collection and disposal. Also included is an additional $200,000 for one-time improvements to the system. In Fiscal Year 2009 the City Council added single stream recycling to the services provided. Hazardous Household Waste expenses are now budgeted within this fund.

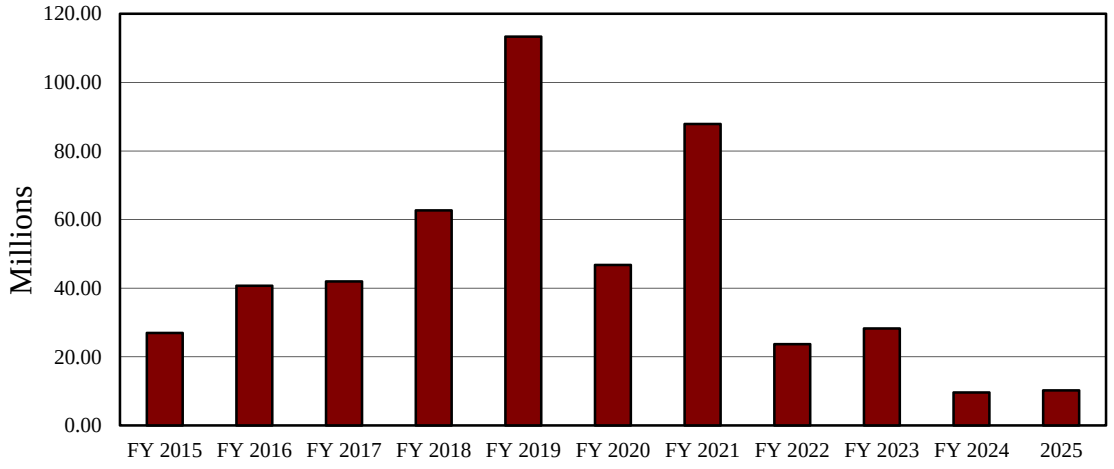
Permanent Funds

The City serves as trustee for funds collected through its cemetery perpetual care fee. This fee is assessed on all municipal cemetery plots sold. Interest earned from the Cemetery Perpetual Care Fund is used to support the maintenance costs at the municipal cemetery. The principal amount of the fund cannot be used for any purpose. A true-up is done at the end of each year to ensure that estimated interest income budgeted is aligned properly with actual revenues received after a fiscal year has been closed. Interest earnings were not sufficient to make a transfer out of the Perpetual Care Fund and into the Cemetery Operations Fund since fiscal 2012.

Capital Improvements Program

The City of San Marcos has established an on-going ten-year Capital Improvements Program (CIP) to plan for major capital expenditures and identify funding sources for these projects. The CIP provides a ten-year strategic plan for important infrastructure investments for fiscal year 2016 to fiscal year 2025. The CIP is a budgetary tool for community decision-makers and suggests a variety of possible funding sources, ranging from operating budgets, state and federal grants, to future voter-approved bond programs. The CIP also suggests the particular year in which projects might be authorized. Only the first year of each CIP cycle is as part of the fiscal year's expenditures; the nine subsequent years are considered to be planning years.

Ten-Year Capital Improvements Program Outlay Schedule



Summary

The budget provides San Marcos with a balanced budget of $185.6 million to support essential public services and programs. We enter the new fiscal year with the most diversified property tax base in our history at $3.7 billion and healthy fund balances. We continue to direct our resources to fulfilling the City Council's priorities in providing for our community development, infrastructure and excellent public service for our residents.

City staff feels that the FY2015-2016 Proposed Budget takes great strides toward achieving the City Council's #1 Strategic Initiative of Sound Finances. Several issues have been addressed:

- Continued reduction the debt service portion of the tax rate from 60% to 45% through the reprioritization of existing bond funds and the deferral of both the 2011 and 2012 bond issue and limiting future general debt issuances to maintain at least a 50/50 ratio.
- The reduction of utility franchise fee transfers supporting the General Fund which will have a positive impact on future rate increases.
- Addressing non-civil service and civil service compensation issues which will allow the City to retain our valued employees.
- A 6-year plan to move the Debt Funded Capital Improvements staff back into the General Fund instead of being capitalized through debt funding.
- Additional staffing in critical customer service areas and areas highlighted during the citizen's survey.
- Addition of beautification programs in response to citizen surveys.
- Exploration of future facility and capital project needs for a potential bond election.

City of San Marcos
2016 Proposed Budget Policy Statement

The FY2015-16 Operating Budget and CIP Plan will strive to support the goals and objectives as outlined in the Vision San Marcos: A River Runs Through Us Comprehensive Master Plan.

I. Fund Balance Goals

- General Fund: Minimum of 25% (of recurring operating expenses)
- Water/ Wastewater Fund: Minimum of 25% (of recurring operating expenses)
- Electric Utility Fund: Minimum of the equivalent of 60 days of operating expenses including purchased power

II. Capital Improvements Program

- In-depth review of Capital Improvements Projects underway. Will evaluate funding needs on existing projects, staff capacity to complete current and future projects. Initial Recommendations will be presented to Council
- Issue only up to an appropriate amount of debt in the general fund to maintain the 50/50 debt to operations ratio
- Utility CIP capacity calculated through the rate model

III. Revenue Goals

GENERAL FUND

- No Property tax rate increase
- Property Values increase based on a conservative trend
- Maintain utility fund franchise fee transfers to the General Fund at 7% Sales tax will be projected based on current trends with a maximum 5% increase over prior year
- Building Permit fees will be based on a conservative trend
- All other revenues will be increased 1% unless known increases exist

WATER FUND

- Rate study to determine possible rate increases and structure changes
- Recommendations related to rate structure and future rate increases will be made by Citizens Utility Advisory Board
- Preliminary rate study results available in June

ELECTRIC FUND

- Rate study to determine possible rate increases and structure changes
- Recommendations related to rate structure and future rate increases will be made by Citizens Utility Advisory Board
- Preliminary rate study results available in June

DRAINAGE FUND

- Third year of a 5% rate increase per year for 3 years

DEBT SERVICE FUND

- Maintain a 50/50 property tax debt to operation ratio between the general fund and the debt service fund

IV. Fund Expenditures

GENERAL FUND

- Additional personnel based on need
- Estimated 5-10% increase in health insurance premium beginning January 1
- Budget full rate of 18.35% for TMRS
- Base operations budgets flat. Additions to the department budgets must be requested, justified, and ranked by priority.
- Fuel/Contractual Obligations/Consumer Price Index increases allowed
- Move $300,000 of Street Maintenance from one-time expense to recurring expense
- Capital Outlay funding based on established fleet replacement policy, need and capacity
- Additional anticipated funding level increases:
    - Transit Funding-$100K
    - Items negotiated during Meet and Confer

WATER/WASTEWATER FUND

- Additional personnel based on need.
- Estimated 5-10% increase in health insurance premium beginning January 1
- Budget full rate of 18.35% for TMRS
- Base operations budgets flat. Additions to the department budgets must be requested, justified, and ranked by priority.
- Fuel/Contractual Obligations/Consumer Price Index increases allowed
- Utility fund transfers to the General Fund budgeted at 7%
- Capital Outlay amounts determined through the rate model based on established fleet replacement policy and need

ELECTRIC UTILITY FUND

- Additional personnel based on need
- Estimated 5-10% increase in health insurance premium beginning January 1
- Budget full rate of 18.35% for TMRS
- Base operations budgets flat. Additions to the department budgets must be requested, justified, and ranked by priority.
- Fuel/Contractual Obligations/Consumer Price Index increases allowed
- Utility fund transfers to the General Fund budgeted at 7%
- Capital Outlay amounts determined through the rate model based on established fleet replacement policy and need
-

V. Other Initiatives

★ **Continue funding Capital Maintenance Funds and additional one-time funds related to:**

- Maintain Technology, Building Maintenance, Parks Repair, Sidewalk Repair- same level as FY2015
- Street Maintenance- Move $300,000 to recurring expense and fund an additional $300,000 in one time funds

★ **Education and Youth Initiatives**

- Continue allocation of $150,000 to fund the existing Youth Services Manager position and youth focused programs identified in the youth master plan

★ **Social Services**

- Explore opportunities to appropriate additional funding in addition to the $410,000 funding level of FY 2015

★ **Hotel Motel Fund**

- Revenue based on conservative trends reflecting new hotel rooms
- Funding for special programs remains flat. Organizations can request increases during the budget process for specific programs

★ **Economic Development Funding**

- Formulate a policy in 2015 outlining guidelines for use of existing economic development funds and explore appropriate future funding levels.

★ **Potential Bond Election**

- Plan for a future bond election in the 2016 timeframe.
- A proposed bond program will be submitted to Council prior to December 31, 2015.

City of San Marcos Financial Policy

I. Purpose

The broad purpose of this policy is to enable the City to achieve and maintain a long-term stable and positive financial condition through the use of sound financial management practices. The watchwords used to epitomize the City's financial management include integrity, prudent stewardship, planning, accountability, full disclosure and communication.

The more specific purpose of this policy is to provide guidelines to the Director of Finance in planning and managing the City's daily financial affairs and in developing recommendations to the City Manager and City Council.

The City Council will annually review and approve this policy as part of the budget process.

The scope of this policy covers the operating budget, revenues, expenditures, capital improvements program, financial planning, accounting, auditing, financial reporting, treasury management, debt management, and financial condition and reserves, in order to:

A. Present fairly and with full disclosure the financial position and results of the financial operations of the City in conformity to generally accepted accounting principles (GAAP).

B. Determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the City's Charter, the City's Code of Ordinances, the Texas Local Government Code and other pertinent legal documents and mandates.

II. Operating Budget

A. Preparation – Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The "budget" is the City's annual financial operating plan. The budget includes all of the operating departments of the governmental funds, special revenue funds, enterprise funds, and permanent funds of the City. The budget includes expenditures for personnel, contracted services, materials and supplies, other charges, operating transfers, social services, indirect costs, capital outlay and debt service. The budget is prepared by the City Manager and Director of Finance with the participation of all the City's Department Directors within the provisions of the City Charter, on a basis that is consistent with GAAP.

B. Multi-Year Planning – The Director of Finance will prepare a multi-year financial forecast of the General Fund. This forecast is an integral part of developing the proposed budget.

1. Proposed Budget – The City Manager presents a budget to the City Council. The budget provides a complete financial plan for the ensuing fiscal year, and shall contain a budget message explaining the budget, containing an outline of the proposed financial policies of the City for the ensuing fiscal year, setting forth the reasons for salient changes from the previous fiscal year in expenditure and revenue items, and explaining any major changes in financial policy.

a) The budget should include four basic segments for review and evaluation. These segments are: (1) actual revenue and expenditure amounts for the last completed fiscal year, (2) original revenue and expenditure amounts budgeted for the current fiscal year, (3) revenue and expenditure amounts estimated for the current fiscal year, and (4) revenue and expenditure amounts for the ensuing fiscal year.

b) The City Manager, not less than 30 days prior to the time the City Council makes its tax levy for the current fiscal year, shall file with the City Clerk the proposed budget.

2. Adoption – The City Council shall call and publicize a public hearing to allow for citizen participation. The City Council will subsequently adopt by Ordinance such budget, as it may have been amended, as the City's annual budget effective for the fiscal year beginning October 1st. The budget should be proposed by the City Council no later than the expiration of the fiscal year.

C. Balanced Budget – The operating budget will be balanced with current revenues, which may include beginning fund balances less required reserves as established by City Council, greater than or equal to current expenditures.

D. Planning – The budget process will be coordinated so as to identify major policy and financial issues for City Council consideration several months prior to the budget adoption date. This will allow adequate time for appropriate decisions and analysis of financial impacts.

E. Reporting – Financial reports will be made available to Department Directors to manage their budgets and to enable the Director of Finance to monitor the overall budget. The Director of Finance will present summary financial and budgetary reports to the City Council to disclose the overall budget and financial condition of the City. The financial and budgetary reports will include comparisons of actual to budget, actual to prior year, appropriate ratios, and graphs to ensure full disclosure and present meaningful information.

F. Control and Accountability – Department Directors will be responsible to ensure that their department budgets will not exceed budgeted amounts. Department Directors will be responsible to ensure revenues generated by activities of their departments meet budgeted amounts.

G. Contingent Appropriation – A provision shall be made in the budget for a contingent appropriation of no more than three percent of total expenditures to be used in case of emergencies or unforeseen circumstances. The contingent appropriation shall be under the control of and distributed by the City Manager after approval of the City Council. A detailed account of contingent appropriation expenditures shall be recorded and reported.

All expenditures of the contingent appropriation will be evaluated using the following criteria:

- Is the request of such an emergency nature that it must be made immediately?
- Why was the item not budgeted in the normal budget process?
- Why the transfer cannot be made within the division or department?

III. Revenue Policies

A. Characteristics – The City Finance Department will strive for the following optimum characteristics in its revenue system:

1. Simplicity – Where possible and without sacrificing accuracy, the revenue system will be kept in simple order to reduce compliance costs for the taxpayer or service recipient.

2. Certainty – There will be a thorough knowledge and understanding of revenue sources to increase the reliability of the revenue system. Consistent collection policies will be enacted to provide assurances that the revenue base will materialize according to budgets and plans.

3. Equity – Equity will be maintained in the revenue system structure; i.e., subsidization between entities, funds, services, utilities, and customer classes will be minimized or eliminated.

4. Revenue Adequacy – There will be a balance in the revenue system; i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.

5. Administration – The benefits of a revenue source should exceed the cost of levying and collecting that revenue. The cost of collection should be reviewed annually for cost effectiveness as a part of the indirect cost of service analysis. Where appropriate, the administrative processes of state, federal or local governmental collection agencies will be used in order to reduce administrative cost.

6. Diversification and Stability – A diversified revenue system with a stable source of income should be maintained. This will help avoid instabilities in similar revenue sources due to factors such as fluctuations in the economy and variations in the weather.

B. Issues – The following considerations and issues will guide the City Finance Department in its revenue policies concerning specific sources of funds:

1. Cost/Benefit and Financial Impact Analysis for Tax and Fee Abatements – A cost/benefit and financial impact analysis should be performed to assess tax or fee abatement economic development incentives.

2. Accounts Receivable – Accounts receivable procedures will target collection for a maximum of 30 days from service. Accounts past due more than 120 days may be sent to a collection agency. The Director of Finance is authorized to write-off non-collectible accounts that are delinquent for more than 180 days.

3. Non-Recurring Revenues – One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not be used for budget balancing purposes.

4. Deferrals or Short-Term Loans – Deferrals or short-term loans will not be used for budget balancing purposes.

5. Property Tax Revenues – All real and business personal property located within the City is valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Hays County Tax Appraisal District (HCTAD). A visual reappraisal and reassessment of all real and business personal property will be done every third year. The HCTAD reappraises real and business personal property every year as a standard practice.

Conservatism will be used to estimate property tax revenues. The Hays County Tax Assessor Collector will furnish an estimated property tax collection rate to the Director of Finance. The Finance Department will endeavor with the Tax Assessor Collector to collect one hundred percent (100%) of property taxes levied in each fiscal year.

6. Interest Income – Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided to be invested.

7. User Fees and Service Charges – For services associated with a user fee or service charge, the direct and indirect costs of that service will be offset by a user fee where possible. Department Directors will annually review user fees and service charges to ensure that the costs of services are recouped through user fees and service charges. The City Council will determine how much of the cost of a service should be recovered by fees and service charges.

8. Indirect Cost Allocation – All City funds will include transfers to and receive credits from other funds for general and administrative costs incurred. The most predominant fund that receives credits from other funds is the General Fund. The General Fund receives credits for bearing such costs as administration, legal counsel, finance, personnel, data processing, engineering and other costs. An independent third party will conduct an indirect cost allocation study annually to determine the credits received.

9. Enterprise Fund Rates – The Director of Finance and the Department Directors of each Enterprise Fund will review rates annually to ensure sufficient coverage of operating expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

10. Franchise Fees – The Electric Fund and Water and Wastewater Utility Fund will include franchise fees as a component of utility rates. A 7% Water and Wastewater Utility and a 7.5% moving to 7% Electric Utility Fund franchise fee is levied on gross sales. The City will aim to keep these franchise fees similar to those charged to investor-owned utility franchises operating within the City.

11. Intergovernmental Revenues (Federal/State/Local) – All potential grants will be examined for matching requirements and the source of the matching requirements. These revenue sources will be expended only for intended purpose of grant aid. It must be clearly understood that operational requirements set up as a result of a grant or aid could be discontinued once the term and conditions of the project have terminated.

12. Revenue Monitoring – Revenues actually received will be compared to budgeted revenues by the Director of Finance and variances will be investigated. This process will be summarized in the appropriate financial report and reported to the City Manager and City Council on a quarterly basis.

IV. Budgetary Sales Tax Estimation

A. The estimated percentage increase in sales tax revenue for the ensuing fiscal year budget will not exceed the actual percentage increase of the most recently completed fiscal year in which a sales tax increase was realized.

B. The following example illustrates the limitation set by this policy.

Fiscal Year 1 Actual	Fiscal Year 2 Actual	Percentage Increase
$10,000,000	$10,500,000	5.0 %

Fiscal Year 3 Estimated	Fiscal Year 4 Budget	Percentage Increase
$11,550,000	$12,127,500	5.0 %

In the example above, the Fiscal Year 4 Proposed Budget is limited to a 5.0% increase, which is the actual percentage increase of the most recently completed fiscal year (Fiscal Year 2).

C. This policy ensures that the ensuing fiscal year budget contains a sales tax revenue estimate based on actual completed fiscal years only.

V. Budgetary Sales Tax Revenue Shortfall Contingency Plan

A. The City will establish a plan to address economic situations that cause sales tax revenue to be significantly less than the proposed budget sales tax revenue. The plan is comprised of the following components:

Indicators –	Serve as warnings that potential budgetary sales tax revenue shortfalls are increasing in probability. Staff will monitor state and national economic indicators to identify recessionary or inflationary trends that could negatively impact consumer spending. Staff will develop a monthly report that compares the current month's sales tax revenue to the same month of the previous year. The report will show sales tax revenue by month for the last ten fiscal years.
Phases –	Serve to classify and communicate the severity of the estimated budgetary sales tax revenue shortfall. Identify the actions to be taken at the given phase.
Actions –	Preplanned steps to be taken in order to prudently address and counteract the estimated budgetary sales tax revenue shortfall.

B. The actions listed in phases 1 through 3 are short-term in nature. In the event the underlying economic situation is expected to last for consecutive years, more permanent actions, such as phases 4 and 5, will be taken.

C. Staff will apprise City Council at the regular City Council meeting immediately following any action taken through this plan. Information such as underlying economic condition, economic indicators, estimated budgetary sales tax revenue shortfall, actions taken and expected duration will be presented to City Council.

D. The City Council may appropriate fund balance as needed to cover any estimated budgetary sales tax revenue shortfall. Appropriation of fund balance must be carefully weighted and long-term budgetary impacts must be considered in conjunction with the projected length of the economic downturn.

E. Actions taken through this plan must always consider the impact on revenue generation. Actions taken should reduce expenses well in excess of resulting revenue losses.

F. These are only guidelines of possible actions that may be taken in the event of sales tax revenue decreases. In the event of a catastrophic event, necessary measures will be taken by the City Manager that are in the best interest of the City.

G. The following is a summary of phase classifications and the corresponding actions to be taken. Revenue will be monitored on a quarterly basis, with action being taken in the

month following the completed quarter that experiences the shortfall. Actions are cumulative, so each level will include all actions set forth in prior levels.

1. ALERT: The estimated annual sales tax revenue is 1.5% less than the proposed sales tax revenue budget.
    a. Freeze newly created positions.
    b. Implement a time delay for hiring vacant positions.

2. MINOR: The estimated annual sales tax revenue is 2.5% less than the sales tax revenue proposed budget.
    a. Suspend funding of Capital Maintenance accounts.
    b. Suspend capital outlay purchases.
    c. Reduce the number of temporary workers.

3. MODERATE: The estimated annual sales tax revenue is 3.5% less than the sales tax revenue proposed budget.
    a. Implement a managed hiring program for vacant positions.
    b. Reduce travel and training budgets.
    c. Reduce office supply budgets.
    d. Scrutinize professional services expenses.
    e. Implement a salary freeze and suspend mid-year merit increases if possible.

4. MAJOR: The estimated annual sales tax revenue is 4.5% less than the proposed sales tax revenue budget.
    a. Scrutinize repairs and maintenance expense. Perform only critical maintenance and make only critical repairs.
    b. Freeze all external printing and publication expenses, except for legally required notices.
    c. Reduce overtime budgets.
    d. Prepare a Reduction in Force Plan.
    e. Defer payments to City-owned utilities for electricity, street lighting, water and wastewater services.

5. CRISIS: The estimated annual sales tax revenue is 5% less than the proposed sales tax revenue budget.
    a. Service level reductions, elimination of specific programs, reduction-in-force and other cost reduction strategies will be considered.
    b. Reduce departmental budgets by a fixed percentage or dollar amount.
    c. Departments will prioritize service levels and programs according to City Council goals and objectives.
    d. Consider four-day work weeks to reduce personnel costs.
    e. Reduce external program funding – social service agencies.

VI. Expenditure Policies

A. Appropriations – The point of budgetary control is at the department level budget for all funds. Following formal adoption, the budget is amended or adjusted as necessary.

1. Amendment-. An amendment involves increasing the total expenditures of the funds over the original proposed budget or changes to the total approved FTE count. The budget is amended through a submission made by a Department Director to the City Manager. The Department Director prepares a budget amendment detailing the reason, line items and amounts to be effected which is approved by the City Finance Department after verification of available dollars. The amendment is given to the City Manager or their designee for review for overall appropriate objectives and purposes. The amendment request is submitted to the City Council for formal adoption by ordinance.
2. Adjustment-An adjustment involves moving expenses between line items, departments or funds, but does not increase total expenditures over the proposed budget. The budget is adjusted through a submission made by the Department Director. If the budget adjustment requires a transfer between funds, or involves the use of contingent appropriations, the adjustment is submitted to City Council for approval by a motion. If the budget adjustment requires a transfer between departments, it must be approved by the City Manager or their designee. All other adjustments may be approved by the City Finance Director.

B. Encumbrance Accounting System – An encumbrance accounting system will be used to alert Department Directors when their maximum budget limits have been reached. Encumbrances are expenditure estimates and will reduce budgeted appropriations in the same manner as an actual expenditure. Once the actual expenditure amount is paid or the encumbrance lapses, the encumbrance will be deleted. Department Directors should use the encumbrance accounting system for all purchases.

C. Personnel Savings – No recognized or significant personnel savings in any Department will be spent by the Department Director without the prior authorization of the City Manager. This control is used to realize personnel savings each year that will be recognized in the proposed budget as a reduction in the current fiscal year's personnel appropriations.

D. Capital Outlay-Any previously budgeted capital outlay funds not expended at year end may be moved to a cash funded Capital Improvements Projects account for expenditure in a subsequent fiscal year. These funds may be used for a capital outlay item or for other designated purpose.

E. Impact Fees Reserves-Funds may be used to support projects identified in the impact fee study, as proposed by City Council, for new growth projects. Authorization for use of impact fee funds will be provided by the City Manager or their designee.

F. Purchasing – All Department Directors will ensure their respective departments comply with the City's Purchasing Manual when purchasing goods or services.

G. Prompt Payment – All invoices approved for payment will be paid by the City Finance Department within thirty (30) calendar days of receipt in accordance with the provisions of State law.

The Director of Finance will establish and maintain payment procedures that will make use of advance payment discounts. Advanced payment discounts will be used in all instances except when the City will earn more interest income than the advance payment discount through investing the idle cash.

VII. Capital Improvements Program – Major Projects

A. Purpose – The Capital Improvements Program (CIP) is a multi-year financial planning tool used to identify and plan for major capital projects which address growth, transportation, public safety, and utility infrastructure issues in conjunction with goals and priorities as determined by City Council. A major capital project generally involves a significant expenditure of funds, beyond operation and maintenance costs, for the acquisition or construction of a needed facility or infrastructure. A major capital project should exceed $50,000 in cost. The CIP coincides with the adoption of the budget and uses a ten-year projection.

B. Preparation – The CIP will be prepared annually and on a project basis categorized by specific program; i.e., streets, drainage, public safety, public buildings, parks and recreation, water, wastewater and electric. The CIP should contain a comprehensive description of the project, funding sources, the timing of capital projects, and the impact on operations. The CIP will be prepared by the Planning Department and reviewed by the City Manager with the involvement of responsible departments. The CIP will be submitted to the Planning and Zoning (P&Z) Commission for their review. After considerable deliberation including public workshops and hearings to gather citizen participation, the P&Z will approve a recommended CIP for City Council's approval. The City Council reviews the CIP for adherence to goals and priorities and approves the CIP for inclusion in the ensuing fiscal year budget. Capital projects within the first year of the CIP are approved for funding. Maintenance and operational costs related to capital projects are included in the ensuing fiscal year budget.

C. Funding Sources – Where applicable, assessments, impact fees, pro rata charges, or other fees should be used to fund capital projects which have a primary benefit to specific, identifiable property owners.
Recognizing that long-term debt is usually a more expensive financing method, alternative-financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases such as fire trucks. The types of debt issued are listed in Section VIII of this policy.

D. Timing and Expenditure Control – The Director of Finance will work with Department Directors during the fiscal year to schedule the timing of capital projects to insure funds availability. All capital projects must be funded and appropriated. The Finance Department must certify the availability of resources before any capital project

contract is presented to the City Council for approval.

E. Reporting – Financial reports will be made available to Department Directors to manage their capital projects budgets and to enable the Director of Finance to monitor the overall capital projects budget.

IX. Financial Planning, Accounting, Auditing and Reporting

A. Financial Planning – The Director of Finance provides recommendations for short-term and long-term strategic financial planning to efficiently and effectively use the City's financial resources. This financial planning is achieved in accordance with the goals and priorities of the City Council, the City Manager, and in compliance with applicable laws and Generally Accepted Accounting Principles (GAAP).

B. Accounting System – The Director of Finance is responsible for the development, maintenance and administration of the City's accounting system. Compliance with GAAP and applicable federal, state and local laws and regulations will be maintained. This responsibility also includes the implementation and maintenance of internal accounting controls for the City's financial resources. Functions of the accounting system include payroll, accounts payable, general ledger, grants, capital projects, fixed assets, accounts receivable, self-insurance, utility billing and collections.

C. Financial Auditing –

1. Qualifications of the Auditor – In conformance with the City's Charter and according to the provisions of Texas Local Government Code, the City will be financially audited annually by an outside independent auditing firm. The auditing firm must demonstrate that it has the breadth and depth of staff to conduct the City's financial audit in accordance with generally accepted auditing standards and contractual requirements. The auditing firm must hold a license under the Civil Statutes of Texas and be capable of demonstrating that it has sufficient staff which will enable it to conduct the City's financial audit. The auditing firm will complete its financial audit within 120 days of the City's fiscal year end. The auditing firm will submit its Management Letter to the City Council within 30 days of the completion of its financial audit. The Management Letter will state the auditing firm's findings of non-compliance and recommendations for compliance.

The Director of Finance shall respond within 60 days in writing to the City Manager and City Council regarding the auditing firm's Management Letter, addressing the findings of non-compliance contained therein.

2. Responsibility of Auditing Firm to City Council – The auditing firm is retained by and is accountable directly to the City Council and will have access to direct communication with the City Council if the City staff is unresponsive to the auditing firm's recommendations or if the auditing firm considers such

communication necessary to fulfill its legal and professional responsibilities.

D. Financial Reporting –

1. External Reporting – The City Finance Department will prepare the necessary transmittal letter, financial summaries and tables, notes and miscellaneous financial information contained within the comprehensive annual financial report (CAFR). The auditing firm will audit this financial information for compliance with GAAP. The audited CAFR will be submitted to the City Council for their review and will be made available to the public for inspection.

2. Internal Reporting – The City Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. The City Finance Department will strive for excellence in its financial reporting. The following qualitative characteristics of accounting information will be incorporated in all reports that are prepared:

Definitions of Qualitative Characteristics of Accounting Information:

- Bias - Bias in measurement is the tendency of a measure to fall more often on one side than the other of what it represents instead of being equally likely to fall on either side. Bias in accounting measures means a tendency to be consistently too high or too low. Financial reporting will strive to eliminate bias in accounting measures.
- Comparability – The quality of information that enables users to identify similarities in and differences between two sets of economic phenomena.
- Completeness – The inclusion in reported information of everything material that is necessary for faithful representation.
- Conservatism – A prudent reaction to uncertainty to try to insure that uncertainty and risks inherent in financial situations are adequately considered.
- Consistency – Conformity from period to period with unchanging policies and procedures.
- Feedback Value – The quality of information that enables users to confirm or correct prior expectations.
- Materiality – The magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.
- Neutrality – Absence in reported information of bias intended to attain a predetermined result or to induce a particular mode of behavior.
- Predictive Value – The quality of information that helps users to increase the likelihood of correctly forecasting the outcome of past or present events.
- Relevance – The capacity of information to make a difference in a decision by helping users to form predictions about the outcomes of past, present, and future events or to confirm or correct prior expectations.
- Reliability – The quality of information that assures that information is reasonably

free from error and bias and faithfully represents what it purports to present.

- Representational Faithfulness – Correspondence or agreement between a measure or description and the phenomenon that it purports to represent (sometimes called validity).
- Timeliness – Having information available to a decision-maker before it loses its capacity to influence decisions.
- Understandability – The quality of information that enables users to perceive its significance.
- Verifiability – The ability through consensus among measurers to insure that information represents what it purports to represent or that the chosen method of measurement has been used without error or bias.

X. Treasury Management

A. Investments – The Director of Finance, or designee shall promptly deposit all City funds with the City's depository bank in accordance with the provisions of the current depository bank agreement. The Director of Finance, or designee will then promptly invest all funds in any negotiable instrument that the City Council has authorized under the provisions of the State of Texas Public Funds Investment Act and in accordance with the City Council approved Investment Policy.

B. Cash – The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collection centers such as utility bills, building and related permits and licenses, parks and recreation, and other collection offices where appropriate and feasible.

Idle cash position will be determined daily to maximize interest income. The underlying theme will be that idle cash will be invested with the intent to 1) safeguard assets, 2) maintain liquidity, and 3) maximize return.

The City Finance Department will use appropriate check-signing technology tosign all checks with the signatures of the City Manager and Director of Finance. Internal controls will be established to secure the technology and to prevent its misuse.

The City Manager, Assistant City Manager, and Director of Finance are authorized signatories on all City depository bank accounts. Any withdrawal, transfer or payment of City funds requires a minimum of two signatures.

XI. Debt Management

A. Policy Statement – The City Council recognizes the primary purpose of major capital projects is to support provision of services to its residents. Using debt financing to meet the major capital project needs of the community must be evaluated according to two tests - efficiency and equity. The test of efficiency equates to the highest rate of return for a given investment of resources. The test of equity requires a determination of

who should pay for the cost of major capital projects. In meeting the demand for major capital projects, the City will strive to balance the load between debt financing and "pay as you go" financing methods. The City Council realizes failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that the amount of debt incurred may have a negative financial impact. The City will achieve an appropriate balance between service demands and the amount of debt incurred. The aforementioned tests and methods of financing will assist the City Council, City Manager and Director of Finance in achieving this appropriate balance.

B. Types of Debt –

1. General Obligation Bonds (GO's) – General obligation bonds will be issued to fund major capital projects of the general government, are not to be used to fund operating needs of the City and are backed by the full faith and credit of the City as well as the ad valorem taxing authority of the City as prescribed by law. The term of a bond issue will not exceed the useful life of the major capital projects funded by the bond issue and will generally be limited to no more than twenty years. GO's must be authorized by a vote of the citizens of the City.

2. Revenue Bonds (RB's) – Revenue bonds may be issued to fund major capital projects necessary for the continuation or expansion of a service which produces a revenue sufficient enough to obtain investment grade ratings and credit enhancement and for which the major capital project may reasonably be expected to provide for a revenue stream to fund the annual debt service requirements. The term of a bond issue will not exceed the useful life of the major capital projects funded by the bond issue and will generally be limited to no more than twenty years. RB's do not need a vote of the citizens of the City.

3. Certificates of Obligation (CO's) and Limited Tax Notes (Notes) – Certificates of obligations may be issued to fund major capital projects, which are not otherwise covered under either General Obligation Bonds or Revenue Bonds. Notes will be used in order to fund capital requirements which the useful life does not exceed seven (7) years as authorized by State law. Debt service for CO's or Notes may be either from general revenues or backed by a specific revenue stream or streams or by a combination of both. The term of the CO's will not exceed the useful life of the major capital projects funded by the certificate issuances and will generally be limited to no more than twenty years. Neither CO's nor Notes require a vote of the citizens of the City.

4. Method of Sale – The Director of Finance will use a competitive bidding process in the sale of bonds unless the nature of the issue or market conditions warrant a negotiated sale. In situations where a competitive bidding process is not elected, the Director of Finance will publicly present the reasons why and will participate with the City's Financial Advisor in the selection of the underwriter or direct purchaser.

C. Analysis of Financing Alternatives – The Director of Finance will explore alternatives to the issuance of debt for major capital projects. These alternatives will include, but are limited to: 1) grants-in-aid, 2) use of fund balance or working capital, 3) use of current revenues, 4) contributions from developers and others, 5) leases, and 6) impact fees.

D. Conditions for Using Debt – Debt financing of major capital projects will be done only when the following conditions exist:

- When non-continuous projects (those not requiring continuous annual appropriations) are desired;
- When it can be determined that future users will receive a benefit from the major capital project;
- When it is necessary to provide basic services to residents and taxpayers (for example, purchase of water rights);
- When total debt, including that issued by overlapping governmental entities, does not constitute an unreasonable burden to the residents and taxpayers.

E. Costs and Fees – All costs and fees related to debt issuance will be paid out of debt proceeds.

F. Debt Limitations – The City maintains the following limitations in relation to debt issuance:

- An Ad Valorem tax rate of $1.20 per $100 of assessed value is the maximum municipal tax rate that may be levied for all General Fund tax supported expenditures and debt service.
- Debt payments made solely from ad valorem tax revenue should not exceed 20% of combined General Fund and Debt Service Fund expenditures.
- Total outstanding debt should not exceed 5% of the current year's taxable assessed valuation.

G. Arbitrage Rebate Compliance – The City Finance Department will maintain a system of record keeping and reporting to comply with arbitrage rebate compliance requirements of the Federal tax code.

H. Sound Financing of Debt – When the City utilizes debt financing, it will ensure that the debt is soundly financed by:

- Conservatively projecting the revenue sources that will be used to pay the debt;
- Financing the major capital project over a period not greater than the useful life of the major capital project;
- Maintaining a debt service coverage ratio which ensures that combined debt service requirements will not exceed revenues pledged for the payment of debt; and
- To the extent possible, the City will aim to repay at least 25% of the principal amount of its general obligation debt within five years and at least 50% within 10 years. The

City may choose to structure debt repayment so as to wraparound existing debt obligations or to achieve other financial planning goals.

I. Credit Enhancement – The City should seek credit enhancement (letters of credit, bond insurance, surety bonds, etc.) when such credit enhancement proves cost effective. Credit enhancement may be used to improve or establish a credit rating on a debt obligation even if such credit enhancement is not cost effective if the use of such credit enhancement meets the financial planning goals.

J. Financing Methods – The City maintains the following guidelines in relation to methods of financing used to issue debt:

- Where it is efficient and cost effective, the City will use revenue or other self-supporting bonds in lieu of tax supported/pledged debt instruments.
- When appropriate, the City will issue non-obligation debt, for example, Industrial Development Revenue bonds, to promote community stability and economic growth.

K. Refunding – Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered if and when there is a net economic benefit of the refunding or the refunding is essential in order to modernize covenants, which impinge on prudent and sound financial management.

L. Full and Complete Disclosure – The City of San Marcos is committed to full and complete financial disclosure, and to cooperating with credit rating agencies, institutional and individual investors, City departments, other levels of government, and the general public to share clear, comprehensible and accurate financial information. Official statements accompanying debt issues, comprehensive annual financial reports, and continuous disclosure statements will meet, at a minimum, the standards articulated by the Municipal Standards Rulemaking Board, the National Federation of Municipal Analysts, the Government Accounting Standards Board (GASB), and the Securities Exchange Commission (SEC). The City Finance Department will be responsible for ongoing disclosure to nationally recognized municipal securities information repositories (NRMSIRs). Updates of budget, debt and financial information will be provided to credit rating agencies and investors when new debt is issued.

M. Credit Rating – The City of San Marcos seeks to maintain the highest possible credit ratings for all categories of debt that can be achieved without compromising the delivery of basic City services.

N. Elections – State law regulates which securities may be issued only after a vote of the electors of the City and approved by a majority of those voting on the issue.

1. Election Required – Securities payable in whole or in part from ad valorem taxes of the City except issues such as tax increment securities, certificates of obligation, and limited tax notes.

2. Election Not Required –

- Short-term notes (12 months or less) issued in anticipation of the collection of taxes and other revenues.
- Securities issued for the acquisition of water rights or capital improvements for water and wastewater treatment.
- Securities payable solely from revenue other than ad valorem taxes of the City.
- Refunding securities issued to refund and pay outstanding securities.
- Tax increment securities payable from ad valorem tax revenue derived from increased valuation for assessment of taxable property within a plan of development or other similar area as defined by applicable State Statutes.
- Certificates of obligation.
- Limited Tax Notes.
- Securities for the construction or improvement of public streets and/or rights-of-way in order to relieve congestion or for public safety matters.

XII. Financial Conditions, Reserves, and Stability Ratios

A. Operational Coverage – The City's Enterprise Funds will comply with all bond covenants and maintain an operational coverage of at least 120%, such that current operating revenues will exceed current operating expenses.

B. Fund Balances/ Working Capital –

1. The General Fund's fund balance should be at least 25% of the General Fund's annual operating expenditures. This percentage is the equivalent of three months operational expenditures. As a goal, the City will strive to achieve 30% fund balance.
2. The Water and Wastewater Utility Fund working capital should be maintained at 25% of total recurring operating expenses or the equivalent of three months operating expenses Ending fund balances above 25% will be moved to cash fund future Capital Improvement projects
3. The Electric Utility Fund working capital should be maintained at the equivalent of 60 days of recurring operating expenses. Ending fund balances above the 60 days of recurring operating expenses will be moved to cash fund future Capital Improvement projects.
4. Reserves will be used for emergencies or unforeseen expenditures, except when balances can be reduced because their levels exceed guideline minimums as stated below.

C. Capital and Debt Service Funds –

1. Monies in the Capital Improvement Program Funds should be used within twenty-four months of receipt or within a reasonable time according to construction schedules. Interest income and unspent monies from bond issuances

can be used to fund similar projects as outlined by bond covenants. Any remaining monies will be used to pay the bond issuance.

2. Revenues in the Debt Service Fund are based on property tax revenues and interest income. Reserves in the Debt Service Fund are designed to provide funding between the date of issuance of new debt and the time that property tax levies are adjusted to reflect the additional debt. Article 10, Section 10.02 of the City Charter requires that the City maintain a reserve balance of two percent of all outstanding general obligation debt.

D. Ratios/Trend Analysis –

Ratios and significant balances will be incorporated into financial reports. This information will provide users with meaningful data to identify major trends of the City's finances through analytical procedures. We have selected the following ratios/balances as key indicators:

-	Fund Balance: FB	Assets Less Liabilities AL (Acceptable level)>25.0% of Expenditures
-	Working Capital: CA - CL	Current Assets Less Current Liabilities AL > 25.0% of Expenses
-	Current Ratio: CA/CL	Current Assets Divided By Current Liabilities AL> 1.00
-	Quick Ratio: CA/CL	"Liquid" Current Assets Divided By Current Liquid Liabilities AL > 1.00
-	Debt Ratio (%): CL+LTL/TA	Current Liabilities Plus Long Term Liabilities Divided By Total Assets AL< 1.00
-	Enterprise Operational Coverage: OR/OE	Operating Revenue Divided By Operating Expense AL > 1.20

Our goal is to develop minimum/maximum levels for the ratios/balances above through analyzing the City’s historical trends and anticipated future trends. We will also analyze and compare the City to other municipalities to develop these acceptable levels.

XIII. Internal Controls

A. Written Procedures – Wherever possible, the Director of Finance will establish and maintain written procedures for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of

fiscal responsibility set forth in this policy statement.

B. Department Directors' Responsibilities – Each Department Director is responsible to ensure that good internal controls are followed throughout their Department, that all City Finance Department directives or internal control recommendations are implemented, and that all independent auditor recommendations are addressed.

XIV. Personnel and Training

A. Adequate Personnel – Personnel levels will be adequate for the City Finance Department to operate effectively. Overtime will be used only to address temporary or seasonal demands that require excessive hours. Workload allocation alternatives will be explored before increasing personnel.

B. Training – The City Finance Department will support the continuing education efforts of all personnel. Personnel will be held accountable for communicating, teaching, and sharing with other personnel members all information and training materials acquired from seminars, conferences, and related education efforts.

C. Awards, Credentials, Recognition – The City Finance Department will support efforts and involvement which result in meeting standards and receiving exemplary recitations on behalf of any of the City's fiscal policies, practices, processes, products, or personnel. Certifications may include Certified Government Finance Officer, Certified Public Accountant, Management Accountant, Certified - Internal Auditor, and Certified Cash Manager.

The City Finance Department will strive to maintain a high level of excellence in its policies and procedures. The CAFR and budget will be presented annually to the Governmental Finance Officers Association for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.

Reader's Guide

This section is meant to assist the lay reader in understanding the budget document and components. A summary of the major sections is included in this guide to make reading this document much easier.

Introduction

The Introduction is an opportunity for management to introduce the budget to the City Council and citizenry. There are two sections of the Introduction—the Transmittal Letter and the Executive Summary.

The Transmittal Letter
The Transmittal Letter formally conveys the budget document to the City Council, the governing body for the citizens of San Marcos. A summary of key initiatives is contained within this section.

Executive Summary
This section provides a detailed explanation of revenues, expenses and fund balances within each of the major budgeted funds.

Budget Policy Statement
The City Council formally adopts the Budget Policy Statement through a resolution. Staff uses the statement as a guideline for developing the budget.

City of San Marcos Financial Policy
The Financial Policy was last revised in January 2008. The financial policy provides long-term, organization-wide guidance from which budgetary and financial decisions are made. The policy is broad in scope and purpose and covers major financial areas such as budgeting, revenues, expenditures, capital improvements program, financial condition and reserves, and internal controls.

Reader's Guide
The Reader's Guide provides a brief summary of the information contained in the various sections of the budget. Supplemental data such as form of government, geographic location, population, demographics is contained within this section. This background information serves to familiarize the reader with the community's demographic and economic profile.

Budget Summary

The Budget Summary is a compilation and summary of all financial information contained in the operating detail section of the budget. All summaries are gross budget presentations—meaning that interfund transfers are included.

Consolidated Fund Balance Statement
The Consolidated Fund Balance Statement is a detailed table that analyzes fund balances for all funds and includes revenue and expense totals for the previous fiscal year and proposed budget.

Consolidated Summary of Major Revenues and Expenses
This summary is a detailed table that lists the major sources of revenue and the major categories of expenses for all funds.

Consolidated Summary of Operating Transfers
This table shows the various operating and indirect transfers made between the various funds within the proposed budget.
Consolidated Revenue, Expense and Fund Balance Comparison
This summary compares three years of revenue, expense and fund balance history (prior year's actual, current year's estimate, and proposed for next year).
Property Tax Valuation and Revenue
This detailed worksheet illustrates the method for calculating property tax revenue by providing information about the tax roll, collection rates and the division of the property tax rate between debt service and operations and maintenance.

Budget Structure

The budget document is divided into the following fund groups. Not all funds reported in the audited financial statements are budgeted. Smaller, less significant, and rarely used funds such as grant and trust and agency funds are not budgeted.

General Fund

The General Fund is the primary operating fund for the City. It is viewed as the general government fund and accounts for a vast number of financial resources, except for resources required to be accounted for in other funds.

Debt Service Fund

The Debt Service Fund is used to account for the debt service portion of property tax revenues received. Debt service taxes are specifically assessed for the payment of general long-term debt principal and interest. The use of a separate fund ensures that debt service tax revenues are not commingled with other revenues and not used for any purpose other than debt repayment.

Special Revenue Funds

Special revenue funds are used to account for the proceeds of certain specific revenue sources that are legally restricted to expenditures for specified purposes. The City utilizes this type of fund to account for revenues such as hotel occupancy tax, grants, special fines authorized by the State, and forfeiture revenue from seized assets.

Hotel Occupancy Tax
The Hotel Occupancy Tax Fund is used to account for a local bed tax of 7%. Tax monies collected are used for tourist development activities in accordance with State law.
Municipal Court Technology
This fund was established in fiscal year 2000 to provide budgeting and accountability for revenues collected from of a technology fee assessed through the municipal court system. The Texas Legislature established the fee in its 1999 legislative session to provide a funding source to local municipal courts for future technological enhancements to their respective court systems. The enhancements may include computer systems, network systems, software, imaging systems, electronic kiosks, electronic ticket writers or docket management systems.

Municipal Security Fee

This fund was established in 2006 to provide budgeting and accountability for revenues collected from a security fee assessed through the municipal court system. The fee can only be used to finance security personnel or items used for the purpose of providing security services for the building that houses the Municipal Court.

Seized Assets

This fund provides budgeting and accountability for revenues collected from the sale of forfeited and seized assets belonging to various criminals engaged in certain illegal activities. Revenues from these seized assets are used to fund various technology improvements in our Police Department.

Community Development Block Grant

In fiscal year 1994, the United States Department of Housing and Urban Development designated the City of San Marcos as an Entitlement City for the Community Development Block Grant (CDBG). The program is designed to eliminate slum and blight conditions and to serve the needs of low to moderate-income residents.

Women, Infants and Children Program Fund

The Women, Infants and Children Program provides nutritional food supplements, nutritional counseling, clinical assessments, and education to pregnant women, breast-feeding mothers, infants and children up to five years of age. The City of San Marcos operates a five-county regional WIC program that is funded through the Texas Department of Health and Human Services and the United States Department of Agriculture.

Tax Reinvestment Zones

The City has several Tax Increment Reinvestment Zones across the City which have been used to stimulate development in key demographic areas.

Other Special Revenue Funds

The Cemetery Operations Fund provides for maintenance and upkeep of the historic San Marcos City Cemetery.

Enterprise Funds

Enterprise funds are used to account for governmental activities that are similar to those found in private businesses. The major revenue source for these enterprise funds is the rate revenue generated from the customers who receive the services provided. Expenses for these services are paid for through revenue generated from services provided.

Water/Wastewater Utility

The City of San Marcos operates a superior water production and wastewater collection and treatment system for the community. This fund is used to account for the revenues and expenses of this utility system.

Drainage Utility

The City of San Marcos began assessing a drainage utility rate in fiscal year 2000 to all residential and commercial property located in the City. The drainage charge was established to provide funding for the planning, engineering, construction, maintenance, improvement and reconstruction of drainage projects throughout the City.

Electric Utility

The City of San Marcos purchases and distributes electric power to the San Marcos community. San Marcos has some of the lowest electric rates in Texas and has not raised rates since 2005. The utility operates at a 99.9997% reliability rate and has a system capacity of 145 megawatts.

Municipal Airport

The Municipal Airport has four runways and is situated on 1,356 acres. Additionally, there are 60 acres of maintained parking ramps and 38 City-owned hangars and shelters. Revenue sources such as storage rentals, hangar rentals, storage rentals, gross receipts fees and land leases partially support the daily operational costs. There are more than 300 based aircraft at the airport and more than 100,000 annual takeoffs, landings and approaches.

Waste Collection Utility Fund

The City of San Marcos outsources its residential solid waste collection through the use of a competitive bidding process. The solid waste collection company charges its monthly fee to the City on a per customer basis. This fee is passed on to each resident within the City. The waste collection revenue and expense were previously shown within the General Fund.

Permanent Funds

The City serves as trustee for funds collected through its cemetery perpetual care fee. This fee is assessed on all municipal cemetery plots sold. Interest earned from the Cemetery Perpetual Care Fund is used to support the maintenance costs at the municipal cemetery. The principal amount of the fund cannot be used for any purpose.

Miscellaneous and Statistical

Statistical and supplemental financial data is contained within this section. This background information serves to familiarize the reader with the community's economic profile.

Personnel Roster

The Personnel Roster serves as a summary of the staffing level for all departments. Information is presented in two forms, positions and full-time equivalents (FTE's). An FTE is a unit of measure that converts the hours worked by part-time and seasonal employees into equivalent hours worked by full-time employees. Full-time employees work 2,080 hours annually. An example of an FTE calculation would be a part-time employee that works 1,040 hours annually. The FTE calculation would be 0.5 (1,040 ÷ 2,080).

Glossary

The glossary contains definitions of words used throughout the budget document. Most of the terminology is specific to local government budgeting and accounting and is not readily understood by a reasonably informed lay reader.

Basis of Budgeting

Fund budgets are on a basis consistent with modified and full accrual accounting basis, with exceptions, including that depreciation, amortization and bad debt expenses are not included in the budget, capital purchases are budgeted in the year of purchase, and debt principal is

budgeted in the year it is to be paid. The emphasis is on cash transactions in lieu of non-cash transactions, such as depreciation and amortization. The focus is on the net change in working capital.

The General, Debt Service, Special Revenue, and Permanent funds are budgeted on a modified accrual basis, with exceptions as noted above. Revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, and franchise tax revenues are susceptible to accrual. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable and the liability will be liquidated with resources included in the budget, except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period; (4) un-matured interest on long-term debt is recognized when due, and (5) those exceptions noted above.

The Enterprise funds are budgeted on a full accrual basis with exceptions as noted above. Revenues are budgeted in the year they are expected to be earned and expenses are budgeted in the year the liability is expected to be incurred.

Basis of Accounting

Basis of accounting refers to the time at which revenues, expenses and the related assets and liabilities are recognized in the accounts and reported in the financial statements.

Governmental funds and agency funds are accounted for using the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenses, if measurable, are generally recognized when the related fund liability is incurred. Exceptions to this general rule include the un-matured principal and interest on general obligation long-term debt which is recognized when due and accrued vacation and sick leave, which is included in the General Long-Term Debt Account Group. These exceptions are in conformity with generally accepted accounting principles.

Property tax revenues are recognized when they become available. In this case, available means when due, or past due and receivable within the current period and collected within the current period or soon enough thereafter to be used to pay liabilities of the current period. Such time thereafter shall not exceed 60 days. Tax collections expected to be received subsequent to the 60-day availability period are reported as deferred revenue.

Sales taxes are recorded when susceptible to accrual (i.e., both measurable and available). Sales taxes are considered measurable when in the custody of the State Comptroller and are recognized as revenue at that time. Other major revenues that are considered susceptible to accrual include

utility franchise taxes, grants-in-aid earned and other intergovernmental revenues. In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual grant programs are used for guidance. There are essentially two types of intergovernmental revenues. In one, monies must be expended for the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenses recorded. In the other, monies are virtually unrestricted as to purpose of expense and are revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt, or earlier, if the susceptible to accrual criteria are met.

The accrual basis of accounting is utilized by the proprietary fund. Under the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned and become measurable (i.e., water billings and accrued interest). Expenses are records in the accounting period incurred, if measurable.

Organizational Relationships

A department is a major administrative segment of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area (e.g., Police Department, Parks and Recreation Department, Public Department). The smallest organizational unit budgeted is the division. The division indicates responsibility for one functional area, and in many cases these functional areas are put together to demonstrate a broader responsibility. When this is done, the divisions are combined to make up one department. For example, the Public Works Department is comprised of Public Works Administration, Streets, Traffic, and Vehicle Maintenance.

Budget Amendment

Following formal adoption, the budget is amended as necessary through a submission made by a Department Director to the City Manager. A budget amendment form detailing the reason, line items and amounts to be effected is prepared. The Finance Department reviews the amendment for available dollars and the City Manager reviews the amendment for overall appropriate objectives and purposes. Should appropriations transfer between Departments, Funds, or involve fund balance or Contingency Funds, the amendment is submitted to City Council for approval; otherwise, the City Manager has authority to approve or disapprove. Budget amendments that require City Council approval are formally as an ordinance of the City.

Budget Process

(a) **Strategic Planning and Visioning** – Early in the budget process, the City Council and administrative staff retreat to discuss community needs and challenges. City Council develops short and long-term priorities as well as a policy statement to use for the current budget and future years.

(b) **Revenue Projection** – The Finance Department staff develops revenue projections based

upon trend analysis, anticipated changes in the local, state and national economies, and discussions with other departments. The revenue projection is used to determine the financial limitations for the development of the budget.

(c) **Budget Development** – Departments develop a budget that incorporates the goals outlined within the policy statement and the financial limitations as determined through revenue projections.

(d) **Budget Analysis** – Once department budgets are submitted, a preliminary budget estimate is constructed. Administrative and Finance staff review the preliminary budget and hold department reviews. Funding requests and target levels are discussed in an attempt to reconcile department requests with financial limitations and policy statement goals.

(e) **Budget** – The City Manager submits a budget that seeks to meet City Council's goals as outlined in the policy statement. Council then reviews the budget for conformity to their overall direction and guidance. Workshops are held to review and discuss the budget. City Council may take action to make changes to the budget.

(f) **Public Hearings / Budget Adoption** – Public hearings on the budget and tax rate are held to give citizens an opportunity to speak for or against the budget. Citizens also have an opportunity to attend budget workshops that occur prior to the budget adoption. The budget and tax rate take effect on October 1st.

FY 2016 Budget Calendar

April 3		Budget Issue Summary Due from Departments
April 10		Council Visioning
April 21		Public hearing and adoption of Budget Policy
April 30		Estimate of taxable value due
May 8/11		Departmental Budget Kickoff/Training
May 21		Budget Workshop – Financial Update
June 5		Completed Departmental Budgets Due to Finance
June		Department Budget Review Meetings with Finance
June		Budget Reviewed by City Manager and one-on-ones held with City Council if needed
June 30		Budget update meeting with Council
July 23		1st Budget review workshop
July 21		Set Public Hearing Dates for the budget
July 27		2nd Budget review workshop
July 26		Publish Notice of public hearing on the budget
July 25/27		Tax Rolls Certified
July 31		Proposed Budget Filed with City Clerk and Council
August 4		Potential agenda items to discuss any outstanding budget items from workshops
August 9		Publish notice of effective tax rate. First published tax code notice-vote and dates of public hearing
August 14		Record vote on Proposal to set tax rate above effective rate, Potential agenda items to discuss any outstanding budget items
August 18		First public hearing on the tax rate
September 1		Second Public hearing on tax rate, Budget public hearing, 1st reading of utility rates and budget ordinance.
September 15		2nd Reading of Utility Rates and Budget Adoption, Tax Rate adoption, ratification of the tax rate reflected in the budget

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

DEPARTMENT/RESPONSIBILITY CENTER MATRIX

This matrix shows the correlation between departments and their respective responsibility center. Listed across the top of the matrix are the responsibility centers. The departments are shown along the side. Areas containing a check mark indicate the responsibility of the department.

Department	Responsibility Center			
	General Service	Community Service	Community Development	Public Safety
City Manager	✓			
City Clerk	✓			
Legal	✓			
Human Resources	✓			
Finance	✓			
Technology Services	✓			
Neighborhood Services			✓	
Environmental Health		✓		
Library		✓		
Parks and Recreation		✓		
Capital Improvements			✓	
Planning and Development			✓	
WIC		✓		
Fire				✓
Police				✓
Public Services			✓	
Water & Wastewater Utility			✓	
Electric Utility			✓	
Municipal Airport			✓	

CITY OF SAN MARCOS

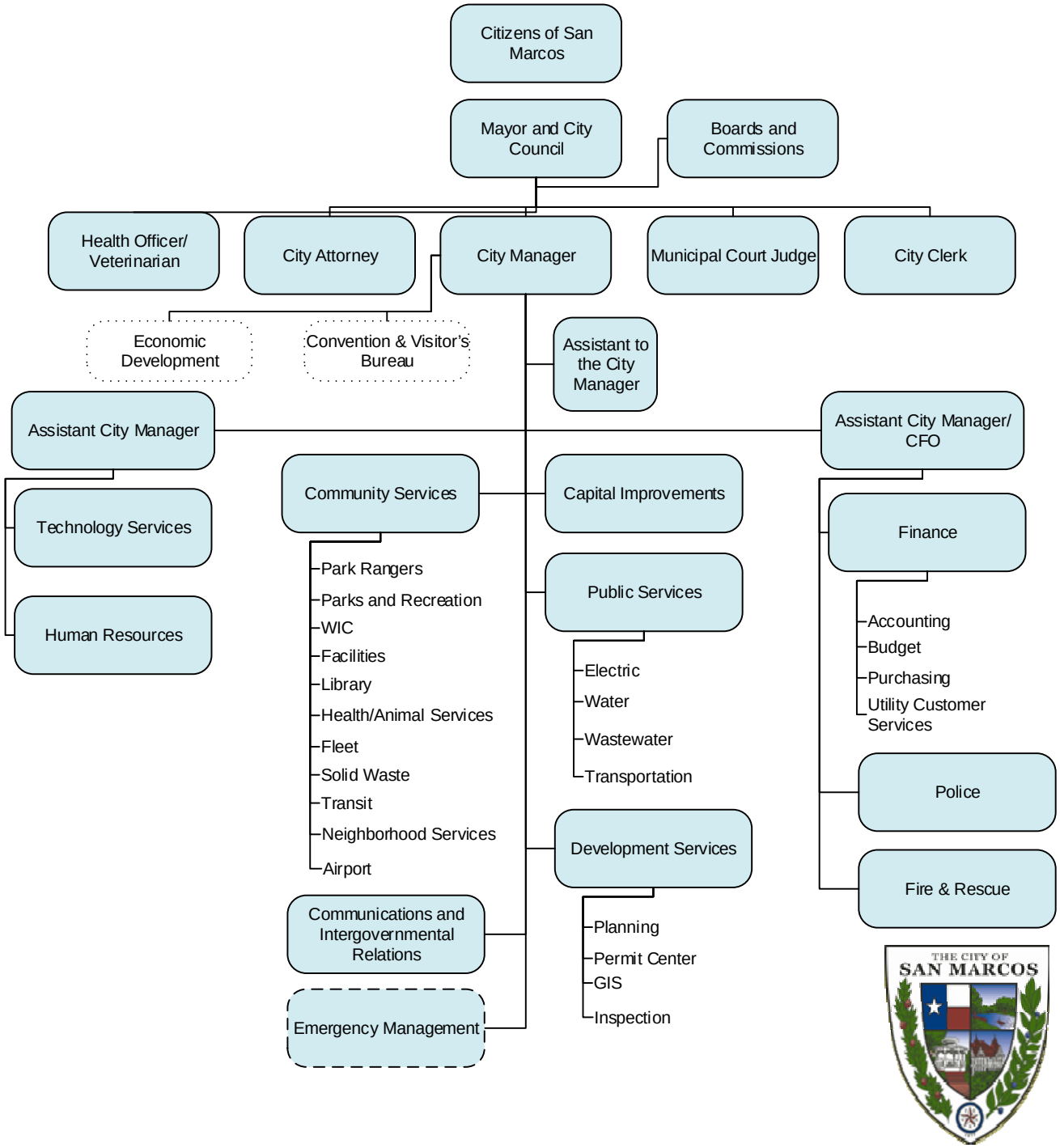
2015-16 ANNUAL BUDGET

DEPARTMENT/DIVISION ASSIGNMENT BY FUND

The annual budget is presented by fund. This matrix shows the assignment of departments and divisions by fund within the budget. Listed across the top of the matrix are the major funds. The departments and divisions within each fund are shown below the respective fund.

General Fund	**Hotel Occupancy Tax Fund**	**WIC Program Fund**	**Water /WW Utility Fund**	**Electric Utility Fund**	**CIP Fund**	**Municipal Airport Fund**
City Manager	Main Street	Administration	Wastewater Collection	Conservation	CIP	Airport
City Clerk		Nutrition		Meter Operations		
Legal		Breastfeeding	Wastewater Treatment Facility Operations	Administration		
Finance		Peer Councilor		Maintenance		
Muncipal Court				Billing & Collections		
Human Resources			Water Quality Services	Public Services Administration		
Technology Services						
			Water Production/ Wastewater Treatment Facility Maintenance			
Neighborhood Services						
Environmental Health						
Animal Services						
Library						
Parks & Recreation			Water Distribution Maintenance			
Activity Center						
Facilities & Grounds			Conservation			
			Administration			
Park Rangers						
Development Services Admin						
Planning/Permit						
Inspections						
Police Admin/ Operations						
Fire						
Transportation Administration						
Streets						
Traffic Control						
Fleet						

City of San Marcos
2015-16 Annual Budget
Organization Chart



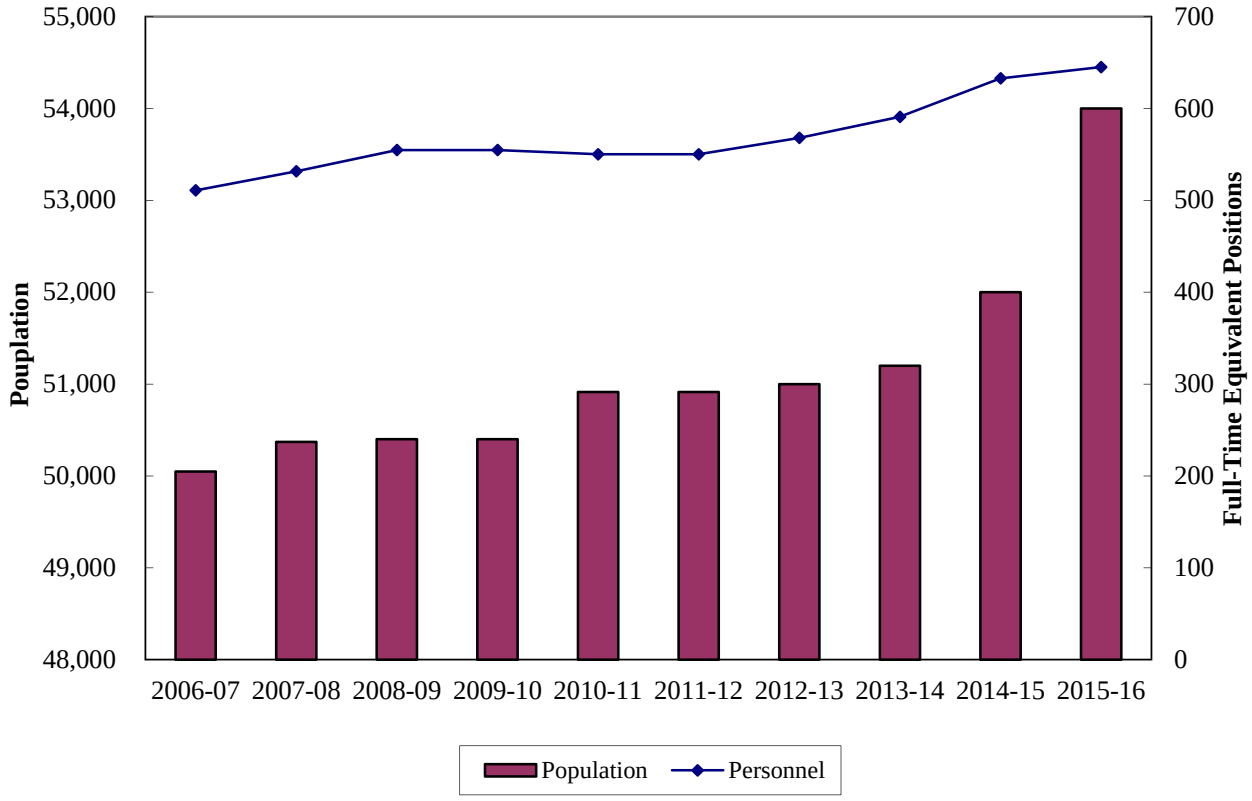
CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

PERSONNEL ROSTER
TOTAL OF ALL FUNDS

	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Proposed 2015-16
General Fund	500.34	525.34	528.34	554.84	429.41	453.74	455.45	481.05
Hotel Occupancy Tax Fund	2	2	2	2	1.48	2.00	2.00	2.00
Water/Wastewater Utility Fund	52	50	50	56	50.50	51.00	49.00	55.00
Drainage Utility Fund	2	3	3	6	2.00	2.50	2.50	5.50
Electric Utility Fund	56	57	57	61	55.00	56.00	56.00	60.00
Solid Waste	2	2.33	1.33	1.33	1.33	1.33	1.33	1.33
Transit	1	1.33	1.33	1.33	0.83	0.83	0.83	0.83
CDBG	2	2	2	2	1.50	1.50	1.50	1.50
WIC State Program	27	26	26	26	27.00	26.00	26.00	26.00
Capital Improvements Fund	15	10	10	8	15.00	10.00	10.00	8.00
Total	660	679	681	719	584.05	604.90	604.61	641.21

POPULATION GROWTH VERSUS PERSONNEL GROWTH



CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

COMMUNITY INFORMATION

The City of San Marcos is a Home-Rule municipality operating under the Council-Manager form of government and is approximately 32 square miles in size with a residential population of 54,076. The city was incorporated on July 11, 1877. San Marcos is the county seat and principal commercial, educational and recreational center of Hays County. San Marcos is located on Interstate Highway 35 and U.S. Highway 81, and at the intersection of State Highways 80, 142, 21 and 123, midway between the metropolitan areas of San Antonio and Austin. San Marcos attracts millions of visitors annually that shop at the Premium Outlet Mall, Tanger Outlet Mall, and visit the Aquarena Springs Park and Wonder World Park. Beef cattle, sorghums and cotton are the principal sources of agricultural income. Retail sales are the principal source of economic income.

The climate of San Marcos is humid sub-tropical with hot summers. The annual total precipitation is 42.41 inches. Rainfall occurs in late spring and early fall. The mean length of the growing season (without freeze) is 254 days. San Marcos receives about 63% of total possible sunshine annually. San Marcos sits between 650 and 805 feet above sea level.

There are 310 lane miles of streets and roads in the city, with approximately 99.9% of these paved. Transportation methods include two bus services, an airport, and two railways. There are four fire stations and one police station in the city.

There are six public elementary schools, four private elementary schools, two public junior high schools, 3 private junior high schools, one public high school, two private high schools, and one public alternative education school located in San Marcos.

There are currently over 30,000 registered voters within the city limits.

The City's 27,000 square-foot public library houses a collection of over 145,000 volumes. The library collection includes books, videos, audiotapes, computer software, and audiovisual equipment. All residents of San Marcos and Hays County are eligible to borrow materials and use other library services. The library offers a wide array of programs and services including GED and English as a Second Language tutoring for adults, story time and film programs for children, inter-library loan, and reference assistance. The library is open seven days per week and makes its two meeting rooms and thirty internet-accessible computers available for public use.

Recreational Facilities:

Activity Center. 62,000 square-foot facility offering programs to youth, adults and seniors.

Bicentennial Park. 4 acres – jogging trail, picnic tables.

Castle Forest. 2.6 acres – undeveloped.

Children's Park. 5.77 acres – picnic facilities jogging trails, playscape, and restroom facilities.

City Park. 18 acres – one multi-purpose football/soccer field, recreation hall, picnic facilities, two basketball courts, and playground apparatus.

Dunbar Park. 7.3 acres – recreation center, basketball court, playground apparatus, multi-purpose field, and picnic facilities.

Gary Parkland. 42 acres – 4 lighted softball fields, concession stand, restroom facilities, and 7 multi-size soccer/football fields and concession.

H-E-B Park. 3 acre – picnic facilities and playground apparatus.

Hills of Hays. 2.91 acres – playground, basketball court, and picnic facilities.

Lancaster. 2.315 acres – playground apparatus and basketball court.

Memorial Park. 12.56 acres – public library and new activity center.

Old Wastewater Treatment Plant. 12 acres – undeveloped.

Prospect Park. 9 acres – greenspace, undeveloped.

Ramon Lucio Park. 22.10 acres – 5 lighted little league fields, one lighted pony league field, jogging trails, picnic facilities, and one covered pavilion.

Rio Vista Park. 13.54 acres – swimming pool, 2 covered pavilions, 6 lighted tennis courts, picnic facilities, basketball court, jogging trails, Park Rangers and Fire Marshall.

River Ridge. 7.4 acres – 2 tennis courts, basketball courts and jogging trail.

San Marcos Riverwalk Park and Fish Hatchery. 3.4 acres with bike and hiking trails.

San Marcos Park and Wildlife Habitat. 8.8 acres – picnic facilities and jogging trails.

Schulle Canyon. 20.9 acres – greenspace, undeveloped.

Sessions Drive. 5 acres – greenspace, undeveloped.

Swift Memorial Park. 0.25 acres – playground apparatus, basketball court and greenhouse.

Verimendi Plaza. 1.25 acres – Charles S. Cock House Museum, Memorial Grove, riverwalk, gazebo, fountain, gardens, foundation and picnic facilities.

Veteran's Memorial Park. 1.25 acres – picnic facilities, one covered pavilion, playground apparatus and basketball court.

Victory Gardens. 0.25 acres – playground apparatus and basketball court.

5 mile Dam Soccer complex- 47 acres- playground, 10 soccer fields, concession, jogging trail and one covered pavilion.

Spring Lake Preserve 250 acres, natural undeveloped

Purgatory Creek 427 acres, trails, natural areas

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

DEMOGRAPHIC STATISTICS
LAST TEN FISCAL YEARS

Fiscal Year	Population (A)	Hays County Median Family Income	Hays County Median Age	SMCISD School Enrollment (C)	Unemployment Rate for City of San Marcos
2005	43,994 (A)	67,070 (A)	28.90 (A)	7,200	3.6 % (H)
2006	47,069 (A)	66,376 (A)	28.90 (A)	N/A	4.2% (H)
2007	50,049 (A)	65,280 (A)	28.25 (A)	7,350	3.4% (H)
2008	50,317 (A)	72,670 (A)	28.4 (A)	7,400	3.4% (H)
2009	50,913 (A)	74,850 (A)	28.2 (A)	7,434	4.7% (H)
2010	53,913 (A)	75,200 (A)	28.2 (A)	7,500	5.4% (H)
2011	47,505 (A)	70,100 (A)	28.2 (A)	7,550	6.0% (H)
2012	46,750 (A)	70,100 (A)	28.2 (A)	7,550	4.7% (H)
2013	48,100 (A)	71,000 (A)	28.2 (A)	7,600	4.7% (H)
2014	54,100 (A)	72,500 (A)	28.2 (A)	7,800	4.9% (H)

Sources:

A City of San Marcos Planning Department.
B U.S. Department of Commerce; information for Hays County.
C Superintendent's Average Attendance Report (years reported are September through June).
D Texas Statement Employment Commission, Economic Research and Analysis Department, January 1991 - Civilian Labor Force Annual Average Data Report.
E Not Used.
F Chamber of Commerce, San Marcos, Texas.
G Fiscal year 1996 changed from Per Capita Income to Median Income.
H Texas Workforce Commission labor market information.
I US Census Bureau

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TEN LARGEST TAXPAYERS

Business Name	Business Category	Assessed Valuation	Percent of Total Assessed Valuation
Hays Energy LP	Energy	$198,332,108	7.55%
H.E.B. Warehouse	Grocery Warehouse	113,520,708	4.45%
San Marcos Factory Shops	Retail Center	59,519,446	1.77%
Tanger Properties	Retail Center	57,693,771	1.68%
CFAN	Manufacturing	42,880,361	1.47%
Prime Outlets at SM	Retail Center	41,409,255	1.39%
ACC OP (Retreat SM)	Apartment Property	38,240,538	1.13%
San Marcos Properties III	Property Development	38,045,240	.88%
Copper Beech Townhomes	Apartment Property	34,731,013	.83%
CD/Park 7 SM Owner LP	Property Development	33,650,894	.79%
Total		$658,023,334	21.94%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TEN LARGEST EMPLOYERS

Business Name	Business Category	Number of Employees
Texas State University	University	3,036
Premium Outlets San Marcos	Retail Outlet	2,100
Tanger Factory Outlet Center	Retail Outlet	1,540
San Marcos CISD	Education	1,200
Hays County	County Government	813
Central Texas Medical Center	Hospital	800
Hunter Industries	Manufacturing	650
H.E.B. Distribution Center	Grocery Warehouse	650
Gary Job Corps	Government Housing	560
City of San Marcos	City Government	550

TEN LARGEST ELECTRIC CUSTOMERS

Business Name	Amount Billed
Texas State University, Cogen	$7,114,886
H.E.B. Grocery	1,809,586
Texas State University	1,158,062
City of San Marcos	841,669
SMCISD	751,908
Central Texas Medical Center	721,021
Embassy Suites Hotel & Conf Center	591,421
Hays County Government Center	561,819
Walmart Super Store	544,556
Thermon Mfg	437,650

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED FUND BALANCE STATEMENT

	Fund Balance 10-01-2014	Estimated Revenues FY 2014-15	Estimated Expenses FY 2014-15	Fund Balance 10-01-2015	Proposed Revenues FY 2015-16	Proposed Expenses FY 2015-16	Fund Balance 09-30-2016
Governmental Funds							
General Fund	16,016,541	55,628,110	54,333,728	17,310,923	60,688,573	60,926,926	17,072,570
Debt Service Fund	7,422,079	13,346,797	11,982,304	8,786,572	14,055,051	12,524,925	10,316,698
Special Revenue Funds							
Hotel Occupancy Tax Fund	380,550	3,473,810	3,324,616	529,744	3,807,168	3,788,553	548,358
Municipal Court Technology Fund	174,992	30,025	30,000	175,017	30,025	30,000	175,042
Municipal Court Security Fee Fund	112,770	24,012	36,842	99,940	24,012	12,143	111,809
Municipal Court Juvenile Fee Fund	5,014	43,000	50,571	(2,557)	43,000	52,239	(11,796)
Municipal Court Efficiency Fee Fund	-	27,000	5,000	22,000	27,000	5,000	44,000
Seized Assets Fund	60,388	5,100	33,359	32,129	5,100	1,500	35,729
TIRZ #2, #3, #5, TRZ #1, TIZ #1	81,404	898,922	644,598	335,728	1,192,839	1,528,567	-
CDBG Program Fund	-	491,929	491,929	-	517,077	517,077	-
WIC Program Fund	-	1,942,909	1,942,909	-	2,049,418	2,049,418	-
Cemetery Operations Fund	4,650	234,300	238,655	295	217,100	217,364	31
PEG Funds	420,525	90,000	200,000	310,525	90,000	200,000	200,525
Permanent Funds							
Cemetery Perpetual Care Fund	1,059,474	8,000	-	1,067,474	8,000	-	1,075,474
CIP Funds							
General Debt Capital Projects	560,963	100,000	368,746	292,217	180,615	80,615	392,217
Water Wastewater Capital Projects	1,562,057	50,000	433,115	1,178,942	260,000	209,599	1,229,343
Drainage Utility Capital Projects	698,451	50,000	66,633	681,818	82,246	32,246	731,818
Enterprise Funds							
Water & Wastewater Utility Fund	7,113,640	32,504,672	31,929,259	7,689,053	34,431,239	33,992,090	8,128,202
Drainage Utility Fund	1,297,143	3,147,214	3,130,656	1,313,701	3,422,740	3,642,472	1,093,968
Electric Utility Fund	7,156,246	58,614,758	56,796,534	8,974,470	61,853,611	61,506,744	9,321,337
Municipal Airport Fund	7,961	403,268	410,314	915	436,522	437,972	(535)
Waste Collection Utility Fund	866,742	3,016,502	3,098,124	785,120	3,293,427	3,246,105	832,441
Transit	74,761	451,114	520,801	5,074	610,000	613,450	1,624
All Funds	45,076,352	174,581,442	170,068,692	49,589,101	187,324,762	185,615,006	51,298,855

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED SUMMARY OF MAJOR REVENUES AND EXPENSES

	General Fund	Debt Service Fund	Hotel Occupancy Tax Fund	CDBG Program Fund	WIC Program Fund	Other Special Revenue	Water & Wastewater Utility Fund	Drainage Utility Fund
Beginning Fund Balance October 1 2015	17,310,923	8,786,572	529,744	-	-	973,078	7,689,053	1,313,701
Major Revenues								
Taxes	48,930,952	6,200,799	3,751,571	-	-	-	-	-
Licenses and Permits	3,032,397	-	-	-	-	1,300	-	-
Fines and Penalties	1,246,828	-	-	-	-	105,000	-	29,672
Interest Income	61,000	26,000	1,000	-	-	137	79,000	1,000
Cultural and Recreational	841,753	-	-	-	-	-	-	-
Other Agencies	481,456	-	-	-	-	-	-	-
Current Services	341,338	-	-	-	-	-	-	-
Grants	-	-	-	517,077	2,049,418	-	-	-
Water Service Revenue	-	-	-	-	-	-	15,782,440	-
Wastewater Service Revenue	-	-	-	-	-	-	15,121,250	-
Drainage Service Revenue	-	-	-	-	-	-	-	3,346,300
Electric Service Revenue	-	-	-	-	-	-	-	-
Waste Collection Service Revenue	-	-	-	-	-	-	-	-
Operating Transfers	4,723,113	-	54,596	-	-	145,500	-	-
Other Revenues	1,029,735	5,479,074	-	-	-	1,377,139	3,448,549	45,768
One-Time Revenues	-	-	-	-	-	-	-	-
Total Revenues	60,688,573	11,705,874	3,807,168	517,077	2,049,418	1,629,076	34,431,239	3,422,740
Available Resources	77,999,496	20,492,446	4,336,912	517,077	2,049,418	2,602,154	42,120,293	4,736,441
Major Expenses								
Personnel Services	42,611,381	-	147,328	93,199	1,388,915	59,382	3,975,427	428,880
Contracted Services	6,401,632	-	1,978,835	420,375	295,705	221,864	9,214,652	842,254
Materials and Supplies	4,029,453	-	35,177	3,503	117,933	12,000	1,188,257	55,969
Other Charges	2,871,092	-	54,642	-	246,866	1,317,319	7,398,738	236,484
Capital Outlay and Maintenance	140,000	-	-	-	-	225,000	857,316	206,500
System Improvements	-	-	-	-	-	-	-	-
Social Services	450,000	-	-	-	-	-	-	-
Debt Service	-	12,524,925	-	-	-	-	10,652,498	1,872,385
Operating Transfers	1,473,183	-	1,572,571	-	-	211,248	80,202	-
Transfer to Capital Reserves	-	-	-	-	-	-	625,000	-
Rate Stablization Fund	-	-	-	-	-	-	-	-
One-Time Expenses	2,950,184	-	-	-	-	-	-	-
Total Expenses	60,926,925	12,524,925	3,788,553	517,077	2,049,418	2,046,813	33,992,090	3,642,472
Ending Fund Balance on 09/30/2016	17,072,571	7,967,520	548,359	-	-	555,341	8,128,202	1,093,969

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED SUMMARY OF MAJOR REVENUES AND EXPENSES

	Electric Utility Fund	Municipal Airport Fund	Waste Collection Utility Fund	Transit Fund	Capital Improvements Fund	Permanent Funds	Total from All Funds
Beginning Fund Balance October 1 2015	8,974,470	915	785,120	5,074	2,152,977	1,067,474	49,589,101
Major Revenues							
Taxes	-	-	-	-	-	-	58,883,323
Licenses and Permits	-	-	-	-	-	-	3,033,697
Fines and Penalties	-	-	-	-	-	-	1,381,500
Interest Income	29,487	150	-	-	200,000	5,000	402,774
Cultural and Recreational	-	-	-	-	-	-	841,753
Other Agencies	-	-	-	-	-	-	481,456
Current Services	-	321,372	-	-	-	-	662,710
Grants	-	-	-	-	-	-	2,566,495
Water Service Revenue	-	-	-	-	-	-	15,782,440
Wastewater Service Revenue	-	-	-	-	-	-	15,121,250
Drainage Service Revenue	-	-	-	-	-	-	3,346,300
Electric Service Revenue	54,976,998	-	-	-	-	-	54,976,998
Waste Collection Service Revenue	-	-	3,248,427	-	-	-	3,248,427
Operating Transfers	-	-	-	610,000	-	-	5,533,209
Other Revenues	6,847,126	-	45,000	-	322,861	3,000	18,598,252
One-Time Revenues	-	115,000	-	-	-	-	115,000
Total Revenues	61,853,611	436,522	3,293,427	610,000	522,861	8,000	184,975,585
Available Resources	70,828,080	437,437	4,078,547	615,074	2,675,838	1,075,474	234,564,686
Major Expenses							
Personnel Services	5,226,053	-	169,219	110,950	322,460	-	54,533,192
Contracted Services	41,301,655	396,032	2,795,537	496,000	-	-	64,364,540
Materials and Supplies	532,530	7,360	22,000	3,000	-	-	6,007,182
Other Charges	6,842,950	34,580	59,350	3,500	-	-	19,065,522
Capital Outlay and Maintenance	2,037,771	-	200,000	-	-	-	3,666,587
System Improvements	-	-	-	-	-	-	-
Social Services	-	-	-	-	-	-	450,000
Debt Service	2,915,785	-	-	-	-	-	27,965,594
Operating Transfers	-	-	-	-	-	-	3,337,205
Transfer to Capital Reserves	2,650,000	-	-	-	-	-	3,275,000
Rate Stablization Fund	-	-	-	-	-	-	-
One-Time Expenses	-	-	-	-	-	-	2,950,184
Total Expenses	61,506,744	437,972	3,246,105	613,450	322,460	-	185,615,005
Ending Fund Balance on 09/30/2016	9,321,336	(535)	832,442	1,624	2,353,378	1,075,474	48,949,681

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED REVENUE COMPARISON

	Actual Fiscal Year 2013-14	Approved Fiscal Year 2014-15	Estimated Fiscal Year 2014-2015	Proposed Fiscal Year 2015-16
Governmental Funds				
General Fund	50,445,987	53,470,508	55,628,110	60,688,573
Debt Service Fund	12,492,434	13,234,666	13,346,797	11,705,874
Special Revenue Funds				
Hotel Occupancy Tax Fund	2,993,655	3,246,427	3,473,810	3,807,168
Municipal Court Technology Fund	26,126	30,025	30,025	30,025
Municipal Court Security Fee Fund	20,589	24,012	24,012	24,012
Municipal Court Juvenile Fee Fund	35,848	43,000	43,000	43,000
Municipal Court Efficiency Fee Fund	-	27,000	27,000	27,000
Seized Assets Fund	25,303	5,100	5,100	5,100
TIRZ #2, #3, #5, TRZ #1, TIZ #1	538,251	821,871	898,922	1,192,839
CDBG Program Fund	653,305	491,929	491,929	517,077
WIC Program Fund	1,651,374	1,929,742	1,942,909	2,049,418
Cemetery Operations Fund	137,481	237,100	234,300	217,100
PEG Funds	90,586	90,000	90,000	90,000
Permanent Funds				
Cemetery Perpetual Care Fund	11,078	8,000	8,000	8,000
Capital Improvement Funds				
General Capital Projects	406,750	466,583	100,000	180,615
Water Wastewater Capital Projects	791,261	483,115	50,000	260,000
Drainage Utility Capital Projects	164,040	116,633	50,000	82,246
Enterprise Funds				
Water/Wastewater Utility Fund	31,287,606	32,304,672	32,504,672	34,431,239
Drainage Utility Fund	2,898,059	3,071,718	3,147,214	3,422,740
Electric Utility Fund	56,518,705	57,114,757	58,614,758	61,853,611
Municipal Airport Fund	326,935	419,899	403,268	436,522
Waste Collection Utility Fund	2,574,077	2,625,010	3,016,502	3,293,427
Transit Fund	296,114	451,114	451,114	610,000
Total	164,385,563	170,712,881	174,581,442	184,975,585

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED EXPENSE COMPARISON

	Actual Fiscal Year 2013-14	Approved Fiscal Year 2014-15	Estimated Fiscal Year 2014-2015	Proposed Fiscal Year 2015-16
Governmental Funds				
General Fund	51,401,640	56,467,256	54,333,728	60,926,925
Debt Service Fund	12,205,778	12,703,742	11,982,304	12,524,925
Special Revenue Funds				
Hotel Occupancy Tax Fund	2,885,282	3,384,159	3,324,616	3,788,553
Municipal Court Technology Fund	3,335	30,000	30,000	30,000
Municipal Court Security Fee Fund	36,611	11,842	36,842	12,143
Municipal Court Juvenile Fee Fund	46,798	50,571	50,571	52,239
Municipal Court Efficiency Fee Fund	-	5,000	5,000	5,000
Seized Assets Fund	46,664	1,500	33,359	1,500
TIRZ #2, #3, #5, TRZ #1, TIZ #1	459,847	702,747	644,598	1,528,567
CDBG Program Fund	713,305	491,929	491,929	517,077
WIC Program Fund	1,651,374	1,929,741	1,942,909	2,049,418
Cemetery Operations Fund	135,963	238,655	238,655	217,364
PEG Funds	4,745	200,000	200,000	200,000
Permanent Funds				
Cemetery Perpetual Care Fund	-	-	-	-
Capital Improvement Funds				
General Capital Projects	284,646	368,746	368,746	80,615
Water Wastewater Capital Projects	584,952	433,115	433,115	209,599
Drainage Utility Capital Projects	90,062	66,633	66,633	32,246
Enterprise Funds				
Water/Wastewater Utility Fund	32,417,583	32,250,372	31,929,259	33,992,090
Drainage Utility Fund	2,574,988	3,221,835	3,130,656	3,642,472
Electric Utility Fund	54,066,936	56,106,388	56,796,534	61,506,744
Municipal Airport Fund	384,177	419,161	410,314	437,972
Waste Collection Utility Fund	2,661,543	3,407,213	3,098,124	3,246,105
Transit Fund	300,791	521,801	520,801	613,450
Total	162,957,020	173,012,407	170,068,692	185,615,005

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSOLIDATED FUND BALANCE COMPARISON

	Actual Fiscal Year 2013-14	Approved Fiscal Year 2014-15	Estimated Fiscal Year 2014-2015	Proposed Fiscal Year 2015-16
Governmental Funds				
General Fund	16,016,541	13,019,793	17,310,923	17,072,571
Debt Service Fund	7,422,079	7,953,003	8,786,572	7,967,520
Special Revenue Funds				
Hotel Occupancy Tax Fund	380,550	242,818	529,744	548,359
Municipal Court Technology Fund	174,992	175,017	175,017	175,042
Municipal Court Security Fee Fund	112,770	124,940	99,940	111,809
Municipal Court Juvenile Fee Fund	5,014	(2,557)	(2,557)	(11,796)
Municipal Court Efficiency Fee Fund	-	22,000	22,000	44,000
Seized Assets Fund	60,388	63,988	32,129	35,729
TIRZ #2, #3, #5, TRZ #1, TIZ #1	81,404	200,528	335,728	-
CDBG Program Fund	-	-	-	-
WIC Program Fund	-	1	-	-
Cemetery Operations Fund	4,650	3,095	295	31
PEG Funds	420,525	310,525	310,525	200,525
Permanent Funds				
Cemetery Perpetual Care Fund	1,059,474	1,067,474	1,067,474	1,075,474
Capital Improvement Funds				
General Capital Projects	560,963	658,800	292,217	392,217
Water Wastewater Capital Projects	1,562,057	1,612,057	1,178,942	1,229,343
Drainage Utility Capital Projects	698,451	748,451	681,818	731,818
Enterprise Funds				
Water/Wastewater Utility Fund	7,113,640	7,167,940	7,689,053	8,128,202
Drainage Utility Fund	1,297,143	1,147,026	1,313,701	1,093,969
Electric Utility Fund	7,156,246	8,164,615	8,974,470	9,321,336
Municipal Airport Fund	7,961	8,699	915	(535)
Waste Collection Utility Fund	866,742	84,539	785,120	832,442
Transit Fund	74,761	4,074	5,074	1,624
Total	45,076,352	42,776,826	49,589,101	48,949,681

City of San Marcos
Property Tax Valuation and Revenue
2015-16 Annual Budget

Total Market Value			$ 3,667,359,174
Less: Exemptions & Exempt Properties			-
Net Taxable Assessed Valuations			$ 3,667,359,174
Assessed Value X $0.5302 Tax Rate			$ 19,444,338
98.00% Collection Rate			$ 19,055,452
2.00% Delinquent Rate			$ 388,887
Total Taxes To Be Collected:			
Current Collections			$ 19,055,452
Delinquent Collections	65.00%		252,776
Penalties and Interest	35.00%		136,110
			$ 19,444,338
Division of Tax Rate:			
Debt Service	31.8900%	$ 0.1691	$ 6,200,799
O & M	68.1100%	0.3611	13,243,539
	100.0000%	$ 0.5302	$ 19,444,338

General Fund Detail:		**Debt Service Fund Detail:**	
Current Ad Valorem	$ 12,978,668	Current Ad Valorem	$ 6,076,784
Delinquent	172,166	Delinquent	80,610
Penalties	92,705	Penalties	43,406
	$ 13,243,539		$ 6,200,799
One-cent equals:	$ 366,736		

THE CITY OF
SAN MARCOS

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND
FINANCIAL FORECAST

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Operating Revenues					
Sales Taxes	26,017,740	27,318,627	28,138,186	28,982,331	29,851,801
Ad Valorem Taxes	10,023,342	13,394,338	11,699,937	12,473,932	12,145,074
Other Taxes	7,922,766	8,217,987	8,490,687	8,775,568	9,077,424
Licenses and Permits	2,313,956	2,987,584	3,390,287	3,792,990	4,195,693
Fines and Penalties	1,462,628	1,306,050	1,191,199	1,135,569	1,079,939
Interest Income	61,000	61,000	61,000	61,000	61,000
Cultural and Recreational	814,146	829,313	868,616	907,918	947,220
Revenue from Other Agencies	472,330	481,456	481,456	481,456	481,456
Charges from Current Services	310,955	339,369	350,243	371,117	391,991
Other Revenue	1,726,380	1,029,735	1,998,745	2,062,069	1,229,705
Reimbursements from Other Funds	4,502,868	4,723,113	5,750,410	4,755,910	4,755,910
Total Operating Revenues	55,628,110	60,688,573	62,420,765	63,799,860	64,217,213
Operating Expenditures					
Personnel Services	36,895,755	42,611,381	44,315,836	45,938,469	47,316,623
Contracted Services	5,547,552	6,401,632	6,604,665	6,736,758	6,871,493
Materials and Supplies	3,613,990	4,029,453	4,110,042	4,192,243	4,276,088
Other Charges	2,731,225	2,871,092	2,928,514	2,987,084	3,046,826
Social Services	411,100	450,000	450,000	450,000	450,000
Operating Transfers	1,352,561	1,473,183	1,473,183	1,473,183	1,473,183
Total Operating Expenditures	50,552,182	57,836,741	59,882,240	61,777,738	63,434,213
Operating Income/ (Loss)	5,075,928	2,851,832	2,538,525	2,022,122	783,000
One-Time Revenues					
Prior Period Adjustment	-	-	-	-	-
Other Revenue	-	-	-	-	-
One-Time Expenses					
One-Time Operating Transfers	-	-	-	-	-
Economic Development Incentives	1,547,796	1,057,551	1,163,306	1,279,636	1,407,600
Capital Outlay and Maintenance	142,000	140,000	140,000	140,000	140,000
Prior Period Adjustment	2,091,750	1,892,633	1,892,633	1,892,633	1,892,633
Net Change in Fund Balance	1,294,382	(238,352)	(657,414)	(1,290,147)	(2,657,233)
Beginning Unreserved Fund Balance	16,016,541	17,310,923	17,072,571	16,415,157	15,125,009
Ending Unreserved Fund Balance	17,310,923	17,072,571	16,415,157	15,125,009	12,467,776
Percentage of Operating Expenditures	35.2%	30.3%	28.1%	25.1%	20.1%
Days of Operation	128	111	103	92	73

CITY OF SAN MARCOS

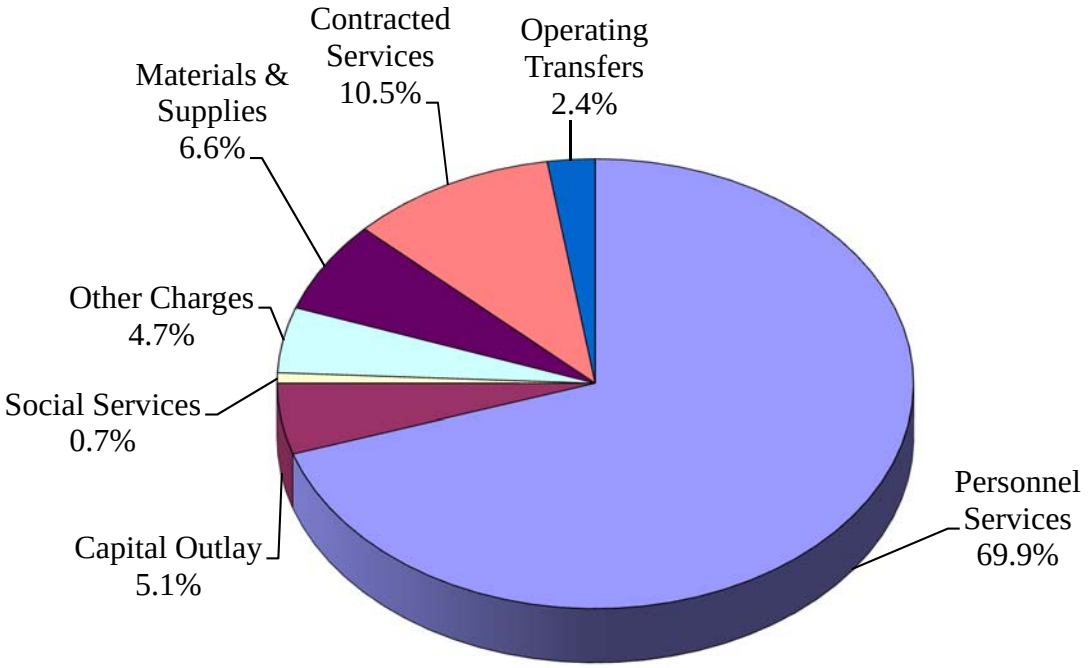
2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**16,972,194**	**16,016,541**	**16,016,541**	**17,310,923**
Operating Revenues				
Property Taxes	8,251,304	10,023,342	10,023,342	13,394,338
Sales Tax	24,020,619	24,817,740	26,017,740	27,318,627
Franchise Taxes and other Fees	7,889,188	7,672,767	7,922,766	8,217,987
Licenses and Permits	2,219,259	2,423,957	2,313,956	3,032,397
Fines and Penalties	1,260,789	1,517,628	1,462,628	1,246,828
Interest Income	36,569	61,000	61,000	61,000
Cultural and Recreational	760,364	800,541	814,146	841,753
Reimbursement from Other Agencies	431,535	442,330	472,330	481,456
Current Services	243,673	283,955	310,955	341,338
Other Revenue	876,652	924,381	1,726,380	1,029,735
Reimbursement from Other Funds	4,456,035	4,502,868	4,502,868	4,723,113
Total Operating Revenue	**50,445,987**	**53,470,508**	**55,628,110**	**60,688,573**
Total Funds Available	**67,418,181**	**69,487,049**	**71,644,651**	**77,999,496**
Operating Expenditures				
Personnel Services	35,619,197	38,561,124	36,895,755	42,611,381
Contracted Services	4,761,331	5,732,832	5,547,552	6,401,632
Materials and Supplies	3,685,971	3,999,244	3,613,990	4,029,453
Other Charges	2,009,641	2,758,225	2,731,225	2,871,092
Social Services	410,000	411,100	411,100	450,000
Operating Transfers	1,606,829	1,259,061	1,352,561	1,473,183
Total Operating Expenditures	**48,092,968**	**52,721,576**	**50,552,182**	**57,836,741**
One-Time Expenses				
One-Time Operating Transfers	-	-	-	-
Eco Development/TIZ Incentives	968,672	1,511,930	1,547,796	1,057,551
Other Incentives	-	142,000	142,000	140,000
Capital Outlay and Maintenance	2,340,000	2,091,750	2,091,750	1,892,633
One-Time Expenditures	**3,308,672**	**3,745,680**	**3,781,546**	**3,090,184**
Total Expenditures	**51,401,640**	**56,467,256**	**54,333,728**	**60,926,925**
Ending Unreserved Fund Balance	**16,016,541**	**13,019,793**	**17,310,923**	**17,072,571**
Fund Balance as a Percentage of Operating Expenditures	34.45%	25.30%	35.19%	30.29%
Days of Operation	126	92	128	111

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET
GENERAL FUND



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Capital Outlay	Social Services	Total
General Government	2,338,036	175,743	90,131	437,223				3,041,133
Human Resources	953,871	132,920	12,000	45,443				1,144,234
Finance	1,416,113	59,425	29,974	37,920				1,543,432
Municipal Court	607,255	60,480	20,309	16,710				704,754
Technology Services	1,379,504	238,020	34,061	77,274				1,728,859
Development Services	1,869,886	168,020	46,814	93,475				2,178,195
CIP	1,359,493	158,709	51,060	64,500				1,633,762
Fire Services	7,269,151	136,852	332,583	135,718				7,874,304
Police Services	13,039,004	485,679	749,891	102,790				14,377,364
Public Services	2,390,753	354,337	1,801,397	237,903				4,784,390
Community Services	7,809,475	1,774,258	856,133	234,516				10,674,382
Special Services	2,178,840	2,657,190	5,100	1,387,620	1,473,183	3,090,184	450,000	11,242,117
Total	42,611,381	6,401,633	4,029,453	2,871,092	1,473,183	3,090,184	450,000	60,926,926

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND PERSONNEL ROSTER

	Positions				Full Time Equivalent			
General Fund	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Proposed 2015-16
Administration	9	9	9	10	8.38	8.75	8.75	9.75
City Clerk	5	5	5	5	5.00	5.00	5.00	5.00
Legal	6	6	6	6	6.00	6.00	6.00	6.00
Human Resources	10	10	10	11	10.00	10.00	10.00	10.60
Finance	18	18	18	19	17.55	17.55	17.55	18.55
Municipal Court	12	12	13	13	10.48	10.48	9.82	9.82
Fire Services	70	70	70	73	70.00	70.00	70.00	73.00
Police	133	142	142	145	130.50	139.50	140.13	143.13
Development Services	18	18	19	21	18.00	19.00	19.00	21.00
GIS	2	5	4	4	2.00	3.96	2.96	2.96
CIP/Engineering	3	7	7	12.5	3.00	7.00	7.00	12.50
Public Services	28	28	28	33	27.50	27.50	28.00	33.00
Community Services	175	182.34	183.34	187.34	110.00	116.00	117.25	120.75
Information Technology	11	13	14	15	11.00	13.00	14.00	15.00
Total	500.34	525.34	528.34	554.84	429.41	453.74	455.45	481.05

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Taxes				
Current Ad Valorem	7,757,428	9,191,611	9,191,611	12,188,568
TIRZ Allocation	351,472	631,264	631,264	790,884
Delinquent Ad Valorem	90,655	130,303	130,303	272,176
Penalties & Interest	51,750	70,163	70,163	142,710
Other Utility Franchise	1,191,147	1,375,460	1,375,460	1,402,969
Electric Franchise	4,007,492	3,545,807	3,745,807	3,848,390
Water and Wastewater Franchise	1,985,302	2,020,917	2,020,917	2,163,258
Telephone Franchise	89,891	110,205	110,205	111,307
Solid Waste Hauler Street Use/ Permit Fee	254,452	245,808	295,808	298,766
Sales Tax	24,020,619	24,817,740	26,017,740	27,318,627
Mixed Drink	360,903	374,569	374,569	393,297
Total	40,161,111	42,513,849	43,963,848	48,930,952
Licenses & Permits				
Professional & Occupational	47,200	59,445	59,445	50,195
Alcohol Permit	23,258	24,358	24,358	23,252
Pet Licenses	1,569	2,706	2,706	2,065
Building Permits	1,151,365	1,376,392	1,176,392	1,587,986
Permit Tech Fee	20,623	20,000	20,000	26,187
Mechanical Permits	41,155	45,548	45,548	48,654
Plumbing Permits	50,925	62,081	62,081	62,040
Sign Permits	12,710	9,452	9,452	16,841
Mobile Home Inspection	765	2,481	2,481	2,000
Zoning Permits	34,684	9,881	9,881	29,693
Electrical Permits	50,335	50,033	50,033	59,668
Certificate of Occupancy	4,700	5,956	5,956	2,366
Specific Use	15,890	(0)	(0)	11,279
Site Development Permit	125,993	158,829	158,829	208,211
Plat Review--Subdivision	47,130	3,275	43,275	40,276
Variances & Appeals	3,000	0	0	-
Construction Plan Review Fees	322,507	307,712	357,712	468,709
Temporary Food Service Facilities	1,423	784	784	1,621
Food Permits	178,799	189,337	189,337	238,740
Food Handler Certificates	4,475	18,091	18,091	5,000
Septic Tank Permits	2,050	3,745	3,745	3,465
Other Permits	17,785	8,386	8,386	16,417
Architectural Barrier Reviews	8,860	11,480	11,480	15,330
Moving Permits	550	110	110	564
Security Alarm Permits	27,153	25,754	25,754	36,720
Fire Prevention and Protection Permits	24,356	28,120	28,120	30,305
Potential CPI Adjustment	-	-	-	44,814
Total	2,219,259	2,423,957	2,313,956	3,032,397

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Fines & Penalties				
Parking Fines	129,699	111,058	161,058	118,073
Traffic Fines	393,380	434,873	434,873	363,655
Municipal Court Technology Fines	1,753	2,877	2,877	2,429
Other	49,289	60,665	60,665	60,000
Complaints	272,523	312,402	312,402	275,610
Failure to Appear	60	(0)	(0)	-
Warrant Fee	29,761	32,623	32,623	26,295
False Alarm Fee	12,396	16,523	16,523	24,369
Defensive Driving Administrative Fee	10,860	19,609	19,609	8,120
Arrest Fee	66,175	76,252	71,252	81,184
Special Expense Fee	262,819	410,300	310,300	257,422
Dismissal Fee	13,831	18,782	18,782	9,566
Traffic Fee	8,478	10,439	10,439	6,827
Child Safety Fee	9,765	11,226	11,226	13,279
Total	1,260,789	1,517,628	1,462,628	1,246,828
Interest Income				
Interest Income	36,569	61,000	61,000	61,000
Total	36,569	61,000	61,000	61,000
Cultural and Recreational				
Softball/Athletic Program	19,285	9,051	19,051	10,000
Summer Fun Program Fees	65,357	50,182	70,182	74,682
Library Lost Materials	9,554	12,788	12,788	5,737
Library Fines	25,872	42,277	37,277	15,292
Library Cards	8,409	7,848	7,848	13,118
Library - Misc Fees	18,930	20,000	20,000	21,279
Special Events Fee	188	67	67	-
Aquatic	684	6,757	1,757	1,000
Building User Fee	102,101	115,528	115,528	148,167
San Marcos Youth Night	2,105	2,085	2,085	-
Swimming Lessons	40,779	29,462	39,462	37,272
Hays County Library Donation	80,000	81,544	81,544	80,160
Annual Entry Fees-Resident	100,495	112,066	112,066	95,337
Annual Entry Fees-Non Resident	62,406	63,625	63,625	58,994
Daily Entry Fees-Resident	35,313	34,337	34,337	37,263
Daily Entry Fees-Non Resident	7,923	9,491	9,491	6,755

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Court Fees	1,120	772	772	996
Athletic Team Use Fees	-	16,398	0	-
Equipment Rental Fee	1,852	1,179	1,179	1,697
Aerobics Contracts Fee	84,252	85,308	85,308	110,499
Water Aerobics Contracts Fee	(0)	0	0	-
Instructional Contracts Fee	21,241	23,012	23,012	23,432
Lap Swim Fee	3,783	3,116	3,116	3,856
Senior Activities	-	9	9	-
Travel Programs Fee	24,699	19,825	19,825	28,892
Meeting Room Rental - Activity Center	39,399	46,109	46,109	50,392
Equipment Rental-PARD	4,104	5,083	5,083	4,041
AV Equipment Rental	515	763	763	451
Other Fees PARD	-	1,862	1,862	-
Potential CPI Adjustment	-	-	-	12,440
Total	760,364	800,541	814,146	841,753
Reimbursement from Other Agencies				
Land Sales	2,264	2,500	2,500	2,500
SWTSU - Watershed Protection Program	55,486	47,670	67,670	67,670
SMCISD - School Resource Officer Reim	155,318	164,982	174,982	174,982
Hays County Animal Services Contract Re	218,467	227,178	227,178	236,304
Total	431,535	442,330	472,330	481,456
Charges for Current Services				
Passport Fee	98,925	86,886	106,886	103,642
Animal Pound Charges	47,797	56,542	56,542	55,901
Animal Adoption Fees	33,755	34,470	34,470	54,437
Animal Vaccine - Microc	6,427	-	7,000	8,543
Vital Statistics - Births	41,288	39,608	39,608	42,957
Vital Statistics - Deaths	2,506	2,715	2,715	1,518
Police Fees - Various	11,010	12,255	12,255	12,303
Photographs	-	210	210	69
Criminal Record Name Check	10	3	3	-
Fleet Services	1,956	1,267	1,267	-
Fire Dept Revenue Rescue	-	50,000	50,000	60,000
Potential CPI Adjustment	-	-	-	1,969
Total	243,673	283,955	310,955	341,338
Other Revenues				
Auction Sales	28,390	83,922	83,922	94,235
Rebates	208,338	41,870	101,870	251,459
Sale of Maps	130	0	0	339
Sale of Materials & Services	119	243	243	-
Trolley Operations	-	-	-	-
Sale of P&Z Ordinances	-	155	155	42
Other	76,608	248,553	820,053	135,572
Loan Repayment - JQH	550,491	549,637	549,637	548,087
NSF Service Charge	934	-	500	-
MUD Fees	11,642	-	170,000	-
Total	876,652	924,381	1,726,380	1,029,735

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Reimbursement from Other Funds				
Water/Wastewater Utility Fund	2,594,816	2,594,816	2,594,816	2,722,917
Electric Utility Fund	1,604,735	1,604,735	1,604,735	1,684,972
Drainage Utility Fund	65,171	65,171	65,171	65,171
Capital Projects Fund	-	-	-	-
Insurance Liability Fund	-	-	-	-
Municipal Airport Fund	-	-	-	-
WIC Program Fund	191,313	238,146	238,146	250,053
Solid Waste Fund	-		-	-
Cemetery Operations Fund	-	-	-	-
Total	4,456,035	4,502,868	4,502,868	4,723,113
Total Operating Revenues	**50,445,987**	**53,470,508**	**55,628,110**	**60,688,573**
One-Time Revenues				
Prior Year Adjustments	-	-	-	-
Other Revenue	-	-	-	-
Total	-	-	-	-
Total Revenues	**50,445,987**	**53,470,508**	**55,628,110**	**60,688,573**
Recap of Revenues:				
Taxes	40,161,111	42,513,849	43,963,848	48,930,952
Licenses & Permits	2,219,259	2,423,957	2,313,956	3,032,397
Fines & Penalties	1,260,789	1,517,628	1,462,628	1,246,828
Interest Income	36,569	61,000	61,000	61,000
Cultural and Recreational	760,364	800,541	814,146	841,753
Reimbursement from Other Agencies	431,535	442,330	472,330	481,456
Charges for Current Services	243,673	283,955	310,955	341,338
Other Revenue	876,652	924,381	1,726,380	1,029,735
Reimbursements from Other Funds	4,456,035	4,502,868	4,502,868	4,723,113
One-Time Revenues	-	-	-	-
Total Revenues	**50,445,987**	**53,470,507**	**55,628,110**	**60,688,573**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
General Government				
City Manager				
Personnel Services	1,184,136	1,118,316	1,120,316	1,188,095
Contracted Services	11,156	12,200	13,500	15,500
Materials and Supplies	8,474	18,300	18,300	15,300
Other Charges	34,600	54,796	54,796	68,366
Total	1,238,366	1,203,612	1,206,912	1,287,261
City Clerk				
Personnel Services	341,424	383,436	383,436	404,650
Contracted Services	81,549	66,500	61,500	75,870
Materials and Supplies	49,607	67,400	62,400	61,031
Other Charges	22,259	37,613	37,613	34,613
Total	494,839	554,949	544,949	576,163
City Council				
Personnel Services	7,962	12,931	12,931	12,959
Contracted Services	6,542	8,280	8,280	8,280
Materials and Supplies	5,643	6,000	6,000	6,000
Other Charges	229,055	323,050	311,050	323,050
Total	249,203	350,261	338,261	350,289
Legal				
Personnel Services	695,852	713,679	713,679	732,332
Contracted Services	69,699	74,860	75,960	76,093
Materials and Supplies	6,131	9,100	9,100	7,800
Other Charges	5,357	11,194	11,194	11,194
Total	777,039	808,833	809,933	827,419
Total General Government	**2,759,447**	**2,917,654**	**2,900,054**	**3,041,132**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Human Resources Department				
Human Resources				
Personnel Services	874,424	874,870	874,870	953,871
Contracted Services	62,989	110,950	110,950	132,920
Materials and Supplies	15,202	20,500	20,500	12,000
Other Charges	22,378	29,725	29,725	45,443
Total	974,992	1,036,045	1,036,045	1,144,234
Total Human Resources	**974,992**	**1,036,045**	**1,036,045**	**1,144,234**
Finance Department				
Finance				
Personnel Services	1,235,522	1,343,086	1,343,086	1,416,113
Contracted Services	66,245	50,800	52,300	59,425
Materials and Supplies	42,472	37,508	36,750	29,974
Other Charges	25,474	36,487	36,487	37,920
Total	1,369,714	1,467,881	1,468,623	1,543,432
Total Finance Department	**1,369,714**	**1,467,881**	**1,468,623**	**1,543,432**
Muncipal Court				
Municipal Court				
Personnel Services	661,263	601,785	601,785	607,255
Contracted Services	55,161	59,480	54,480	60,480
Materials and Supplies	22,893	24,906	24,277	20,309
Other Charges	6,450	16,710	16,710	16,710
Total	745,768	702,881	697,252	704,754
Total Municipal Court	**745,768**	**702,881**	**697,252**	**704,754**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Technology Services				
Technology Services				
Personnel Services	1,098,718	1,335,889	1,235,889	1,379,504
Contracted Services	178,143	177,020	177,020	238,020
Materials and Supplies	37,330	34,592	34,024	34,061
Other Charges	75,236	65,274	65,274	77,274
Total	1,389,426	1,612,775	1,512,207	1,728,859
Total Technology Services	**1,389,426**	**1,612,775**	**1,512,207**	**1,728,859**
Development Services Department				
Development Services Admin				
Personnel Services	380,748	518,124	518,124	498,473
Contracted Services	61,569	24,510	24,850	25,005
Materials and Supplies	24,949	27,751	27,751	27,751
Other Charges	56,525	76,340	76,340	77,340
Total	523,790	646,725	647,065	628,569
Planning-Permit Division				
Personnel Services	759,704	778,476	778,476	822,950
Contracted Services	72,552	133,270	123,270	133,270
Materials and Supplies	-	-	5,374	3,450
Other Charges	4,675	5,635	5,635	5,635
Total	836,931	917,381	912,755	965,305
Inspections Division				
Personnel Services	320,996	341,577	341,577	356,601
Contracted Services	25,563	10,560	7,500	8,800
Materials and Supplies	13,816	13,517	6,462	6,463
Other Charges	1,912	2,000	2,000	2,000
Total	362,287	367,654	357,539	373,864
GIS Division				
Personnel Services	193,690	176,782	176,782	191,862
Contracted Services	-	30,900	30,900	945
Materials and Supplies	7,928	9,150	9,150	9,150
Other Charges	10,099	8,500	8,500	8,500
Total	211,717	225,332	225,332	210,457
Total Development Services Dept	**1,934,725**	**2,157,092**	**2,142,691**	**2,178,195**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Capital Improvements Department				
Capital Improvements Department				
Personnel Services	392,152	930,233	930,233	1,359,493
Contracted Services	125,173	143,020	133,020	158,709
Materials and Supplies	42,211	55,484	51,558	51,060
Other Charges	20,922	64,500	59,500	64,500
Total	580,458	1,193,237	1,174,311	1,633,762
Total Capital Improvemts Department	**580,458**	**1,193,237**	**1,174,311**	**1,633,762**
Fire Services Department				
Fire Operations				
Personnel Services	6,761,369	6,873,579	6,473,579	7,269,151
Contracted Services	99,660	169,254	154,029	136,852
Materials and Supplies	320,133	339,734	301,001	332,583
Other Charges	89,405	110,741	110,741	135,718
Total	7,270,567	7,493,308	7,039,350	7,874,304
Total Fire Services Department	**7,270,567**	**7,493,308**	**7,039,350**	**7,874,304**
Police Services Department				
Police Operations				
Personnel Services	12,343,498	12,691,006	12,241,006	13,039,004
Contracted Services	381,447	456,348	456,348	485,679
Materials and Supplies	810,533	837,618	723,873	749,891
Other Charges	81,484	102,782	92,782	102,790
Total	13,616,962	14,087,754	13,514,009	14,377,364
Total Police Services Department	**13,616,962**	**14,087,754**	**13,514,009**	**14,377,364**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Public Services Department				
Transportation Administration				
Personnel Services	480,518	498,916	498,916	523,321
Contracted Services	35,328	33,241	31,224	35,355
Materials and Supplies	14,812	18,114	17,473	21,234
Other Charges	145,231	171,103	171,103	225,124
Total	675,888	721,373	718,715	805,034
Traffic Control				
Personnel Services	429,188	448,600	448,600	539,014
Contracted Services	65,587	75,936	75,936	115,936
Materials and Supplies	252,696	205,870	162,302	160,936
Other Charges	3,188	4,338	4,338	4,254
Total	750,659	734,744	691,176	820,140
Streets				
Personnel Services	842,586	1,070,386	1,045,386	1,328,418
Contracted Services	65,254	83,450	83,450	203,046
Materials and Supplies	1,016,162	1,345,969	1,309,150	1,619,227
Other Charges	7,781	9,080	9,080	8,525
Total	1,931,782	2,508,885	2,447,066	3,159,216
Total Public Services Department	**3,358,329**	**3,965,001**	**3,856,956**	**4,784,390**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Community Services				
Community Services Admin				
Personnel Services	641,372	621,662	621,662	708,836
Contracted Services	850	900	900	945
Materials and Supplies	516	1,200	1,200	1,200
Other Charges	1,007	3,325	3,325	3,325
Total	643,746	627,087	627,087	714,306
Environmental Health				
Personnel Services	392,284	399,586	399,586	496,599
Contracted Services	18,276	28,170	28,895	28,990
Materials and Supplies	16,674	20,676	19,436	20,093
Other Charges	2,043	4,685	4,685	4,685
Total	429,278	453,117	452,602	550,367
Animal Services-Control				
Personnel Services	267,517	323,842	323,842	349,366
Contracted Services	21,240	23,234	23,935	29,797
Materials and Supplies	29,415	31,243	29,465	25,901
Other Charges	3,687	7,920	7,920	6,945
Total	321,858	386,239	385,162	412,009
Animal Services- Shelter				
Personnel Services	414,590	476,262	451,262	524,720
Contracted Services	57,730	73,925	73,925	73,830
Materials and Supplies	94,038	124,587	114,587	126,337
Other Charges	5,929	7,755	7,755	8,250
Total	572,286	682,529	647,529	733,137
Library				
Personnel Services	1,320,868	1,337,076	1,337,076	1,337,631
Contracted Services	47,182	41,669	42,094	54,277
Materials and Supplies	30,968	32,580	32,580	31,499
Other Charges	143,968	149,261	149,261	154,254
Total	1,542,987	1,560,586	1,561,011	1,577,662
Neighborhood Services				
Personnel Services	510,900	614,083	614,083	644,921
Contracted Services	79,515	68,894	70,150	100,625
Materials and Supplies	70,745	62,626	57,396	57,972
Other Charges	9,517	10,586	10,586	10,586
Total	670,676	756,189	752,215	814,104

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
Parks & Recreation				
Personnel Services	1,949,709	2,150,503	2,050,503	2,259,067
Contracted Services	359,707	419,054	421,729	477,729
Materials and Supplies	292,188	234,246	216,375	224,220
Other Charges	22,187	26,534	26,534	26,534
Total	2,623,791	2,830,337	2,715,141	2,987,550
Activity Center				
Personnel Services	509,513	581,290	581,290	630,093
Contracted Services	13,621	58,200	58,200	58,200
Materials and Supplies	99,651	89,760	79,760	89,760
Other Charges	3,481	3,500	3,500	3,500
Total	626,266	732,750	722,750	781,553
Outdoor Pool				
Personnel Services	59,775	98,847	98,847	98,995
Materials and Supplies	43,870	39,000	39,000	39,000
Total	103,645	137,847	137,847	137,995
Facilities & Grounds				
Personnel Services	(123)	-	-	-
Contracted Services	645,950	713,910	698,910	828,404
Materials and Supplies	234,289	170,572	137,927	156,488
Other Charges	-	-	-	-
Total	880,116	884,482	836,837	984,892
Park Rangers				
Personnel Services	193,920	238,112	238,112	263,322
Contracted Services	-	1,320	1,320	1,320
Materials and Supplies	36,801	13,772	13,772	21,800
Other Charges	3,649	4,440	4,440	8,150
Total	234,370	257,644	257,644	294,592
Fleet Services				
Personnel Services	349,530	440,822	440,822	495,925
Contracted Services	5,167	11,141	11,141	10,141
Materials and Supplies	35,231	47,369	41,947	61,863
Other Charges	1,134	15,387	15,387	8,287
Total	391,062	514,719	509,297	576,216
PARD Contract Programs				
Contracted Services	90,593	110,000	110,000	110,000
Total	90,593	110,000	110,000	110,000
Total Community Services	**9,130,673**	**9,933,526**	**9,715,122**	**10,674,382**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL FUND

	Actual 2013/2014	Approved 2014/2015	Estimated 2014/2015	Proposed 2015/2016
General Services				
Social Services				
Social Services	410,000	411,100	411,100	450,000
Total	410,000	411,100	411,100	450,000
Special Services				
Personnel Services	5,592	567,369	-	2,178,840
Contracted Services	1,957,883	2,461,837	2,331,837	2,657,190
Materials and Supplies	10,595	60,100	5,100	5,100
Other Charges	971,007	1,394,964	1,394,964	1,387,620
Operating Transfers	1,606,829	1,259,061	1,352,561	1,473,183
Eco Development/TIZ Incentives	968,672	1,511,930	1,547,796	1,057,551
Other Incentives	-	142,000	142,000	140,000
Capital Outlay & Maintenance	2,340,000	2,091,750	2,091,750	1,892,633
Prior Period Adjustments	-	-	-	-
Total	7,860,578	9,489,011	8,866,008	10,792,117
Total General Services	**8,270,578**	**9,900,111**	**9,277,108**	**11,242,117**
Total General Fund Expenditures	**51,401,640**	**56,467,265**	**54,333,728**	**60,926,925**

Summary of Expenditures by Services				
General Government	2,759,447	2,917,654	2,900,054	3,041,132
Human Resources	974,992	1,036,045	1,036,045	1,144,234
Finance	1,369,714	1,467,881	1,468,623	1,543,432
Municpal Court	745,768	702,881	697,252	704,754
Technology Services	1,389,426	1,612,775	1,512,207	1,728,859
Development Services	1,934,725	2,157,092	2,142,691	2,178,195
CIP	580,458	1,193,237	1,174,311	1,633,762
Fire Services	7,270,567	7,493,308	7,039,350	7,874,304
Police Services	13,616,962	14,087,754	13,514,009	14,377,364
Public Services	3,358,329	3,965,001	3,856,956	4,784,390
Community Services	9,130,673	9,933,526	9,715,122	10,674,382
General Services	8,270,578	9,900,111	9,277,108	11,242,117
Total General Fund Expenditures	**51,401,640**	**56,467,265**	**54,333,728**	**60,926,925**

City Manager Office

City Manager	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
City Manager	1	1	1	1	1.00	1.00	1.00	1.00
Assistant City Manager	1	1	1	1	1.00	1.00	1.00	1.00
Assistant City Manager/CFO	1	1	1	1	1.00	1.00	1.00	1.00
Director of Communications	1	1	1	1	1.00	1.00	1.00	1.00
Economic Development Projects Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
CMO Executive Assistant, Sr.	1	1	1	1	1.00	1.00	1.00	1.00
Communications Specialist II	0	0	0	1	0.00	0.00	0.00	1.00
Communications Specialist	1	1	1	1	1.00	1.00	1.00	1.00
CMO Executive Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Video Technician	1	1	1	1	0.38	0.75	0.75	0.75
Total	9	9	9	10	8.38	8.75	8.75	9.75

Mission Statement

The Administration office is responsible for the administration of the City of San Marcos organization including implementing the budget, policies and programs of the City Council. The Administrative staff provides assistance to the Mayor and City Council and other departments, liaison to citizens, businesses and other agencies, economic development coordination, and public information.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,184,136	1,120,316	1,120,316	1,188,095
Contracted Services	11,156	12,200	13,500	15,500
Materials and Supplies	8,474	18,300	18,300	15,300
Other Charges	34,600	54,796	54,796	68,366
Capital Outlay	0	0	0	0
Total	1,238,366	1,205,612	1,206,912	1,287,261

Goals and Objectives

- To provide leadership and oversight to ensure the City Council's priorities, policies, and programs are successfully implemented and effectively managed. Staff will accomplish this by implementation of the City's Comprehensive Plan and focusing on the City Council's seven (7) goals as established during City Council Visioning and adopted on June 16, 2015.
- To continue to expand communications between city government and its citizens.

- To respond with excellent customer service in a timely fashion to City Council, citizen's inquiries and requests.

What We Accomplished in 2014-15

- Formulation and implementation of City Budget and Financial Policies to encourage sound fiscal management.
- N LBJ Improvements – Sessom to Holland.
- Update and implement Capital Improvements Program
- Automated Vehicle Locator
- Budget Policy Statement
- Meet & Confer
- HCPUA
- GSMP Contract
- Citizen's Civic Academy
- Downtown Improvements Project
- SMTX Flood
- Victory Gardens Drainage and Neighborhood Improvements Project
- Rehabilitation of Fire Station 5 from Memorial Day Flood
- Municipal Building second floor renovation
- Community Survey
- Rental Registration
- Green Waste Cart
- Neighborhood Parking Permit Program
- Film Friendly Community Designation
- Parklets and Use of Right of Way Ordinance and Fees
- UPRR Quiet Zones
- Taxi and TNC Ordinance
- Water / Wastewater Master Plan
- Fluoride
- Transportation Master Plan Update
- Economic Development Projects
    - Epic Piping
    - Corvac Components
    - Whisper TX
- Loop 82 and SH 80 at IH 35 Intersection Improvements
- Loop Street Fire Protection
- Sessom Bike and Ped Project
- Code SMTX
- Management Team Hires:
    - Communications Director
    - Planning & Development Services Director
    - Library Director
- Annexation Strategy Update
- Wayfinding
- Sidewalk Construction Program
- Hunter Road Widening and Improvements

What We Plan to Accomplish in 2015-16

- Oversight of City organization including operations, maintenance and planning for future needs
- Major Projects
    - La Cima
    - LaSalle
    - Cotton Center
    - Highpointe
    - Paso Robles
    - Las Colinas
- Implementation of City Council's 7 Goals
- Comprehensive Plan
- Implement Budget, Financial Policies & CIP
- Adopt CodeSMTX
- Continuing implementation of HCPUA and explore long-term water supplies
- Formulation of Bond Task Force to review city infrastructure & maintenance
- Continue HCP River Projects
- Downtown parking lot
- Loop 82 Overpass
- Update City website
- FM 110 Upgrade broadcast system
- Lone Star Rail
- Upgrade broadcast system

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Maintenance of High Bond Rating	Standard & Poor & Moody's	AA, A+, A1, A1	AA, A+ A1, A1	AA,A+ A1, A1
Communications:				
• Videos Produced	#/ year	XX	XX	130
• Press Releases	#/ year	548	500	400
• News releases that generate coverage	#/ year	XX	XX	350
• Website Visits	#/year	XX	XX	1,000,000
Citizen Concerns • Public Stuff App • Admin PC	#/month	733	1,000	750

Department Detail

Fund 100 - General Fund
Department 100 - City Manager

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	865,510	810,636	810,636	858,125	5.9%
51110	Workmen'Scompensation	556	841	841	1,048	24.6%
51120	Overtime	685	696	696	717	3.0%
51190	Medicare	12,768	12,112	12,112	12,789	5.6%
51200	City Fica	47,337	43,384	43,384	45,551	5.0%
51210	City Tmrs	158,960	157,380	157,380	162,309	3.1%
51220	City Medical/Hospital Insuranc	65,810	69,266	69,266	84,420	21.9%
51300	Stability Pay	3,951	4,200	4,200	3,336	-20.6%
51350	Car Allowance	19,650	19,800	19,800	19,800	0.0%
51550	Moving Expenses	8,909	2,000	2,000	-	-100.0%
	Total Personnel Services	1,184,136	1,120,316	1,120,316	1,188,095	6.0%
52100	Printing & Publications	1,112	2,000	2,000	2,000	0.0%
52110	Telephone	7,490	7,200	8,500	8,500	18.1%
52160	Professional Services	2,554	3,000	3,000	3,000	0.0%
52300	Contracted Services	-	-	-	2,000	100.0%
52391	Software License & Maintenance	-	-	-	-	0.0%
	Total Contracted Services	11,156	12,200	13,500	15,500	27.0%
53150	Supplies-Other	5,774	14,000	14,000	11,000	-21.4%
53160	Supplies-Office	2,555	3,500	3,500	3,500	0.0%
53180	Postage	145	800	800	800	0.0%
	Total Materials and Supplies	8,474	18,300	18,300	15,300	-16.4%
54140	Dues & Subscriptions	5,344	9,741	9,741	16,061	64.9%
54340	Professional Development	8,395	15,815	15,815	23,065	45.8%
54342	Meals	10,725	11,750	11,750	11,750	0.0%
54343	Travel	10,136	17,490	17,490	17,490	0.0%
	Total Other Charges	34,600	54,796	54,796	68,366	24.8%
Total Administration		1,238,366	1,205,612	1,206,912	1,287,261	6.8%

City Clerk

City Clerk	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
City Clerk	1	1	1	1	1.00	1.00	1.00	1.00
Deputy City Clerk	1	1	1	1	1.00	1.00	1.00	1.00
Deputy Local Registrar	1	1	1	1	1.00	1.00	1.00	1.00
Records Management Program Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Passport Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Total	5	5	5	5	5.00	5.00	5.00	5.00

Mission Statement

The City Clerk's office is primarily responsible for giving notice and recording City Council meetings, is designated responsible for certain official records and documents of the City, including minutes of the City Council, ordinances and resolutions, deeds and easements, contracts, birth and death certificate records, the computerized indexing of Council actions and Board appointments, computerized code, keeps abreast of legislative changes in elections, administers all City elections, and the City's Records Management program, provides support services to the City Council, and responds to requests made by the City Manager affecting the daily business operation of the City.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	341,424	383,436	383,436	404,650
Contracted Services	81,549	66,500	61,500	75,870
Materials and Supplies	49,607	67,400	62,400	61,031
Other Charges	22,259	37,613	37,613	34,613
Capital Outlay	0	0	0	0
Total	494,839	554,949	544,949	576,164

Goals and Objectives

- Provide exceptional external customer service with concern, respect, friendly/courteous behavior and patience.
- Provide exceptional internal customer service by fostering a team-oriented environment.
- Promote transparency by improved public access to municipal records and other information.
- Maintain timely and accurate communications with the Council and assist Council in fulfilling its duties and responsibilities.
- Administer successful City wide Elections

What We Accomplished in 2014-15

- Upgraded to a new Agenda Software and successfully implemented and trained users throughout the organization.
- Vitals Department received the 5-Star rating from Texas Department of Health and Vital Statistics.
- Completed Minute Indexing and is currently up to date.
- Completed the Sunset Advisory Commission process and updated Board and Commission Ordinances to reflect recommendations made by the Commission.
- Planned and organized the 2014 Women's Hall of Fame Event.
- Planned and organized the 2015 Board and Commission Members reception.

What We Plan to Accomplish in 2015-16

- Implement the Gov Q&A software to streamline Open Records Requests.
- Receive another successful audit by the U.S. Department of State for Passports.
- Attainment of a 5 Star rating from the Texas Department of Health and Vital Statistics.
- Continued training for recertification of City Clerk and Deputy City Clerk.
- Organize a City wide voter education media campaign with the assistance of the Communications Department.
- Organize City wide Election.
- Plan and organize Annual Women's Hall of Fame Event.
- Plan and organize Annual Board and Commission Members reception.
- Facilitate annual Board and Commission member orientation.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Support City Council Meetings:				
Prepare agendas, order meals		65	65	65
Transcribe minutes		35	35	35
Execution of Agreements/Contracts		120	205	205
Execution of Ordinances		45	45	45
Execution of Resolutions	Count	120	120	120
Prepare proclamations, certificates, awards		200	200	200
Travel arrangements		30	30	30
Financial reconciliations		30	30	30
Correspondence, RSVP, Calendar entry		1,000	1,000+	1,000+
Maintain Official Records:				
# of code supplements submitted	Volumes	18	9	15
# of code supplements updated on website	Count	18	9	15
Public and Legal Notices, advertisements				
City Boards & Commissions:				
Active Board Members	Count	200	210	210
Active Board/Committees		24	28	28
Records Management For Departments:				
Active Records Stored	Boxes	3,095	2,050	1,800
Destruction Of Records	Boxes	360	150	250
Map Records Stores	Boxes	511	414	0
Telephone, In-Person Requests, Search Records	Count	400	1,220	1,300
Copies Provided		3,000	3,000	3,000
Passport Services: Process Applications	Count	3,095	3,500	3,500
Preparations for Special Events, gifts, flowers, etc	Count	180	210	210
Vital Statistics Records:				
Record of submitted birth/death records				
Birth certificates printed	Count	1,974	2,010	2,200
Death certificates printed		277	342	350
Laserfiche electronic conversion of Council records (To date, 163 volumes out of 180 volumes are in Laserfiche)	Volumes	6	8	8

Department Detail

Fund 100 - General Fund
Department 103 - City Clerk

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	236,108	233,459	233,459	244,421	4.7%
51110	Workmen'Scompensation	163	243	243	299	23.0%
51120	Overtime	1,293	36,019	36,019	37,100	3.0%
51190	Medicare	3,403	4,020	4,020	4,200	4.5%
51200	City Fica	14,551	17,191	17,191	17,953	4.4%
51210	City Tmrs	44,148	49,371	49,371	50,436	2.2%
51220	City Medical/Hospital Insuranc	34,206	35,340	35,340	42,210	19.4%
51300	Stability Pay	952	1,192	1,192	1,432	20.1%
51350	Car Allowance	6,600	6,600	6,600	6,600	0.0%
	Total Personnel Services	341,424	383,436	383,436	404,650	5.5%
52100	Printing & Publications	19,935	21,500	16,500	25,000	16.3%
52110	Telephone	3,668	4,700	4,700	4,700	0.0%
52160	Professional Services	275	300	300	300	0.0%
52390	Maint Contract-Office Equip	1,000	1,000	1,000	1,000	0.0%
52391	Software License & Maintenance	39,361	4,000	4,000	9,870	146.7%
52450	Election Expenses	17,310	35,000	35,000	35,000	0.0%
	Total Contracted Services	81,549	66,500	61,500	75,870	14.1%
53150	Supplies-Other	14,544	7,000	7,000	9,500	35.7%
53152	Supplies-Records Mngmt	18,950	20,000	20,000	14,131	-29.3%
53153	Supplies-Vitals	2,465	7,000	7,000	7,000	0.0%
53160	Supplies-Office	10,538	21,400	16,400	18,400	-14.0%
53XX1	Supplies-Special Events	-	5,000	5,000	5,000	0.0%
53XX2	Supplies-Food/Beverage	-	3,000	3,000	3,000	0.0%
53180	Postage	3,110	4,000	4,000	4,000	0.0%
	Total Materials and Supplies	49,607	67,400	62,400	61,031	-9.5%
54140	Dues & Subscriptions	440	620	620	620	0.0%
54250	Legal Notices	6,941	10,000	10,000	10,000	0.0%
54340	Professional Development	3,801	6,730	6,730	6,730	0.0%
54342	Meals	1,637	6,333	6,333	3,333	-47.4%
54343	Travel	4,818	8,930	8,930	8,930	0.0%
54352	Community Relations	4,622	5,000	5,000	5,000	0.0%
	Total Other Charges	22,259	37,613	37,613	34,613	-8.0%
Total City Clerk		494,839	554,949	544,949	576,163	3.8%

City Council

Mission Statement

The goals of the City Government are to safeguard the health, safety and welfare of the City's residents, provide for a high quality of life, foster intergovernmental liaison and communication, encourage responsible citizenship, promote sound community and economic development, conserve and protect the City's natural resources and environment.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	7,962	12,931	12,931	12,959
Contracted Services	6,542	8,280	8,280	8,280
Materials and Supplies	5,643	6,000	6,000	6,000
Other Charges	229,055	323,050	311,050	323,050
Capital Outlay	0	0	0	0
Total	249,202	350,261	338,261	350,289

Department Detail

Fund 100 - General Fund
Department 104 - City Council

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51110	Workmen'Scompensation	-	171	171	199	16.4%
51190	Medicare	1,509	2,417	2,417	2,417	0.0%
51200	City Fica	6,453	10,343	10,343	10,343	0.0%
	Total Personnel Services	7,962	12,931	12,931	12,959	0.2%
52110	Telephone	6,542	8,280	8,280	8,280	0.0%
	Total Contracted Services	6,542	8,280	8,280	8,280	0.0%
53154	Supplies-Council	5,643	6,000	6,000	6,000	0.0%
	Total Materials and Supplies	5,643	6,000	6,000	6,000	0.0%
54141	Council Dues and Subscriptions	23,020	28,250	28,250	28,250	0.0%
54500	Council Related Items	53,420	60,000	60,000	60,000	0.0%
54509	Specialized Council Travel	5,424	20,000	20,000	20,000	0.0%
54510	Council Travel-Mayor	18,110	18,000	18,000	18,000	0.0%
54511	Council Travel-Place 1	12,413	12,000	12,000	12,000	0.0%
54512	Council Travel-Place 2	8,410	12,000	12,000	12,000	0.0%
54513	Council Travel-Place 3	10,095	12,000	12,000	12,000	0.0%
54514	Council Travel-Place 4	9,897	12,000	12,000	12,000	0.0%
54515	Council Travel-Place 5	8,248	12,000	12,000	12,000	0.0%
54516	Council Travel-Place 6	10,139	12,000	12,000	12,000	0.0%
54518	Mayor - Comp / Reimb	14,400	20,400	20,400	20,400	0.0%
54519	Place 1 - Comp / Reimb	9,880	17,400	15,400	17,400	0.0%
54520	Place 2 - Comp / Reimb	-	17,400	15,400	17,400	0.0%
54521	Place 3 - Comp / Reimb	11,400	17,400	15,400	17,400	0.0%
54522	Place 4 - Comp / Reimb	11,400	17,400	15,400	17,400	0.0%
54523	Place 5 - Comp / Reimb	11,400	17,400	15,400	17,400	0.0%
54524	Place 6 - Comp / Reimb	11,400	17,400	15,400	17,400	0.0%
	0	-	-	-	-	0.0%
	Total Other Charges	229,055	323,050	311,050	323,050	0.0%
Total City Council		249,203	350,261	338,261	350,289	0.0%

Legal

Legal	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
City Attorney	1	1	1	1	1.00	1.00	1.00	1.00
Assistant City Attorney	2	2	2	2	2.00	2.00	2.00	2.00
Contracts Manager	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Total	6	6	6	6	6.00	6.00	6.00	6.00

Mission Statement

The mission of the Legal Department is to provide high quality legal services to facilitate policy making by the City Council and City Manager, to ensure the legality of the City's actions, to promote compliance with City regulations, to manage the City's real property interests, to represent the City's interests in litigation and legislative matters, and to provide staffing for the Ethics Review and Charter Review Commissions.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	695,852	713,679	713,679	732,332
Contracted Services	69,699	74,860	75,960	76,093
Materials and Supplies	6,131	9,100	9,100	7,800
Other Charges	5,357	11,194	11,194	11,194
Capital Outlay	0	0	0	0
Total	777,039	808,833	809,933	827,419

Goals and Objectives

- To assist the City Council and City Administration in achieving their lawful objectives.
- To provide all city departments with needed legal services and advice on a timely basis.
- To support the City Council by preparing and reviewing materials for council meetings; assist the City Clerk in the timely completion of agendas in accordance with council's expectations; and support other boards and commissions with legal services and legal advice.
- To assist city council and staff in the negotiation and preparation of economic development incentive agreements.
- To provide legal services pertaining to the purchase and sale of real property.
- To recommend and prepare amendments to update/improve the city's codes and ordinances.

What We Accomplished in 2014-15

- Assisted the City Council in finalizing 25 ballot propositions for the November 2013 special charter election.
- Provided legal support and advice for the adoption of a revised impact fee ordinance.
- Handled negotiation and filing of applications to transfer and exchange portions of the city's water and electric certificated service areas with Crystal Clear Water Supply Corporation and Pedernales Electric Cooperative.
- Provided legal support to city council subcommittees dealing with conditional use permits, municipal utility districts, public improvement districts, development agreements, the Lone Star Rail District.
- Assisted city staff in the preparation of interim amendments to the Land Development Code.
- Provided legal support to the City Council, Planning and Zoning Commission, Zoning Board of Adjustments, and Historic Preservation Commission.
- Assisted city staff, GSMP, and the City Council in negotiating and drafting several economic development agreements.

What We Plan to Accomplish in 2015-16

- Complete negotiation and execution of gas franchise agreement with Centerpoint Energy.
- Provide legal support and assistance to city staff working on interim amendments to the land development code.
- Provide legal support and assistance to city staff, the technical committee, and city council in preparation of the Code SMTX replacement for the land development code.
- Assist the City Council in implementing the city's legislative agenda in the 2015 regular session of the Texas Legislature.
- Provide legal support to city council subcommittees dealing with issues pertaining to conditional use permits, development agreements, public improvement districts, municipal utility districts, and tax increment reinvestment zones.
- Support the Council's economic development objectives through negotiation and drafting of incentive agreements.
- Assist city staff in the development of an annexation policy.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Ordinances/Resolutions prepared	#	282	220	235
Written Or Email Communications/Legal Opinions/Interpretation	#	5,200	5,500	5,800
Real Property Documents Prepared or Reviewed	#	215	225	235
Major Contracts Prepared Or Reviewed	#	80	90	100
Minor Contracts Prepared Or Reviewed	#	240	260	275
Staff resources for non-trial Mun Crt matters	Hours	1,600	1,650	1,650
Municipal Court Cases Tried Before Court	#	1,100	1,250	1,300
Board and Commission Meetings Attended	#	25	30	30
Bid/RFP/RFQ Prepared	#	23	20	25
Public Information Req.-Assisted & Opinions sought	#	150	100	120

Department Detail

Fund 100 - General Fund
Department 106 - Legal

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	510,726	521,040	521,040	531,211	2.0%
51110	Workmen'Scompensation	352	540	540	649	20.2%
51120	Overtime	-	696	696	717	3.0%
51190	Medicare	7,446	7,782	7,782	7,926	1.9%
51200	City Fica	29,445	30,472	30,472	31,085	2.0%
51210	City Tmrs	93,808	95,808	95,808	95,403	-0.4%
51220	City Medical/Hospital Insuranc	39,364	42,408	42,408	50,652	19.4%
51300	Stability Pay	3,512	3,532	3,532	3,288	-6.9%
51350	Car Allowance	11,200	11,400	11,400	11,400	0.0%
	Total Personnel Services	695,852	713,679	713,679	732,332	2.6%
52030	Legal Books	1,490	3,900	3,900	3,900	0.0%
52110	Telephone	1,474	1,560	2,660	2,793	79.0%
52230	Special Counsel	51,462	54,000	54,000	54,000	0.0%
52231	Litigation Related Costs	5,923	3,500	3,500	3,500	0.0%
52580	Courthouse Recordings	-	300	300	300	0.0%
52720	Legal Reference Services	9,349	11,600	11,600	11,600	0.0%
	Total Contracted Services	69,699	74,860	75,960	76,093	1.6%
53150	Supplies-Other	3,013	3,200	3,200	3,200	0.0%
53160	Supplies-Office	2,151	4,000	4,000	2,700	-32.5%
53180	Postage	967	1,400	1,400	1,400	0.0%
53300	Repairs-Vehicles & Equipment	-	500	500	500	0.0%
	Total Materials and Supplies	6,131	9,100	9,100	7,800	-14.3%
54140	Dues & Subscriptions	2,372	2,194	2,194	2,194	0.0%
54340	Professional Development	785	4,000	4,000	4,000	0.0%
54342	Meals	114	1,000	1,000	1,000	0.0%
54343	Travel	2,086	4,000	4,000	4,000	0.0%
	Total Other Charges	5,357	11,194	11,194	11,194	0.0%
Total Legal		777,039	808,833	809,933	827,419	2.3%

Human Resources

Human Resources	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Director of Human Resources	1	1	1	1	1.00	1.00	1.00	1.00
Assistant Director of Human Resources	1	1	1	1	1.00	1.00	1.00	1.00
Risk Manager/ADA Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Human Resources Manager	1	1	1	1	1.00	1.00	1.00	1.00
Benefits Manager	1	1	1	1	1.00	1.00	1.00	1.00
Training and Development Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Benefits/HR Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Human Resources Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant, Sr.	1	1	1	1	1.00	1.00	1.00	1.00
Customer Services Specialist	1	1	1	1	1.00	1.00	1.00	1.00
ADA Intern	0	0	0	1	0.00	0.00	0.00	0.60
Total	10	10	10	11	10.00	10.00	10.00	10.60

Mission Statement

The mission of the Human Resources Department is to provide quality service by ensuring a fair and equitable workplace and protecting the assets of the organization through programs and activities.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	874,424	874,870	874,870	953,871
Contracted Services	62,989	110,950	110,950	132,920
Materials and Supplies	15,202	20,500	20,500	12,000
Other Charges	22,378	29,725	29,725	45,443
Capital Outlay	0	0	0	0
Total	974,993	1,036,045	1,036,045	1,144,234

Goals and Objectives

- Human Resources administers a market competitive employee total compensation program which includes base-pay, short and long term incentives, and benefits. The Risk Management Program monitors casualty losses and workplace injuries, collaborates with departments and develops and administers programs and policies to minimize financial loss and foster a safe work environment. A core value of the Human Resources Department is the training and development program. This program is key to employee engagement and managing talent across the organization.

What We Accomplished in 2014-15

- Employee benefits program:
  - Continuation of collaboration with our employee benefits consultant to assist in managing the city's healthcare program.
  - Completed a survey of our peer comparators to compare the competitiveness and accountability of our employee benefit plan.
  - Implementation of mandatory employee health risk assessments.
- Staff Development: Workplace Harassment Training, TML Supervisory Training, Safety Coach Leadership Program and Employee
- Selection and Hiring.
- Employee performance evaluations and pay for performance plan.
- Implementation of Smoking Ordinance including update of City policies, changes to the medical plan to support smoking cessation, lunch and learn employee meetings and offering smoking cessation classes through the Employee Assistance Program.
- Administered entrance and promotional examinations for the Police and Fire department applicants in accordance with Texas Local Government Code Chapter 143 and Chapter 142 (Meet and Confer)
- Begin implementation of Tyler Technologies for Human Resources Information System. Implementation in FY 2015 with projected go live in February 2016.
- Completed the update of the ADA transition plan citywide for compliance with the American's with Disabilities Act (ADA).
- Negotiate Meet and Confer contracts with San Marcos Police Officers Association (SMPOA) and San Marcos Professional Firefighters Association (SMPFFA) for 2015-2018.
- Facilitated recruitment and selection process for Directors of Planning and Development Services, Communications and Intergovernmental Relations as well as Library.

What We Plan to Accomplish in 2015-16

- Compensation Study for all employees and Update of Sworn Fire and Police Pay Plans.
- Implement a new Human Resources Information System.
- Evaluation of online applicant tracking software for potential change (hosted system).
- Revision of the Local Civil Service Rules.
- Continue work on assessment of programs and facilities to update the City's Transition Plan.
- Update of policies to reflect evolving workplace needs.
- Begin Supervisor Development Training citywide.
- Implement organizational wellness program.
- Conduct and facilitate dependent eligibility audit to ensure only eligible dependents are enrolled in the City's health plan.
- Implement Public Agency Retirement Services (PARS) Alternative Retirement Plan (ARP).

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Total Number of employees	#	571	600	620
Total Number of employment applications received	#	6,019	6,000	6,000
Voluntary Turnover:				
• Civil Service	%	5.5%	3%	3%
• Non-Civil Service	%	21%	17%	15%
Training & Development	Hours per Employee	1,700	2,440	3,000
Claims Managed:				
• Workers' Comp Incidents Reported	Claims	124	134	135
• Lost time injuries	Claims	5	8	5
• Liability Claims Filed	Claims	88	100	105
• Subrogation Recoveries	Dollars	$117,915	$85,000	$80,000
Family Medical Leave Act Certifications	#	114	115	115
Medical plan-total lives covers	#	1,256	1,223	1,250

Department Detail

Fund 100 - General Fund
Department 119 - Human Resources

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	628,253	617,202	617,202	665,125	7.8%
51110	Workmen'Scompensation	438	621	621	788	26.9%
51120	Overtime	4,050	11,255	11,255	11,593	3.0%
51190	Medicare	8,999	9,300	9,300	9,988	7.4%
51200	City Fica	38,146	39,769	39,769	42,695	7.4%
51210	City Tmrs	113,666	113,060	113,060	118,900	5.2%
51220	City Medical/Hospital Insuranc	68,368	70,680	70,680	92,862	31.4%
51300	Stability Pay	5,904	6,384	6,384	5,320	-16.7%
51350	Car Allowance	6,600	6,600	6,600	6,600	0.0%
	Total Personnel Services	874,424	874,870	874,870	953,871	9.0%
52090	Advertising-Job Vacancy	3,485	16,950	16,950	-	-100.0%
52100	Printing & Publications	3,675	8,000	8,000	8,000	0.0%
52110	Telephone	3,648	4,840	4,840	5,690	17.6%
52160	Professional Services	4,389	-	-	19,570	100.0%
52300	Contracted Services	10,348	26,890	26,890	45,390	68.8%
52385	Web Hosted Recruiting Sys	14,416	19,000	19,000	19,000	0.0%
52559	Pre-Employment Screening	3,254	6,720	6,720	6,720	0.0%
52560	Employee Physicals	3,582	12,950	12,950	12,950	0.0%
52561	Employee Drug Testing Program	16,193	15,600	15,600	15,600	0.0%
	Total Contracted Services	62,989	110,950	110,950	132,920	19.8%
53150	Supplies-Other	11,128	12,000	12,000	12,000	0.0%
53160	Supplies-Office	2,836	7,500	7,500	-	-100.0%
53180	Postage	1,237	1,000	1,000	-	-100.0%
	Total Materials and Supplies	15,202	20,500	20,500	12,000	-41.5%
54140	Dues & Subscriptions	3,701	6,709	6,709	7,569	12.8%
54340	Professional Development	4,522	6,198	6,198	21,056	239.7%
54342	Meals	1,068	2,930	2,930	2,930	0.0%
54343	Travel	13,087	13,888	13,888	13,888	0.0%
	Total Other Charges	22,378	29,725	29,725	45,443	52.9%
Total Human Resources		974,992	1,036,045	1,036,045	1,144,234	10.4%

Finance

Finance	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Director of Finance	1	1	1	1	1.00	1.00	1.00	1.00
Accounting Manager	1	1	1	1	1.00	1.00	1.00	1.00
Purchasing Manager	1	1	1	1	1.00	1.00	1.00	1.00
Accountant	3	3	3	3	3.00	3.00	3.00	3.00
Accounting Specialist, Senior	2	2	2	2	2.00	2.00	2.00	2.00
Accounting Specialist	3	3	3	3	3.00	3.00	3.00	3.00
Contracts Administrator/Supervisor	0	0	0	1	0.00	0.00	0.00	1.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Mail Services Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Purchasing Specialist, Senior	2	2	2	2	2.00	2.00	2.00	2.00
Contracts Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Purchasing Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Mail Services Clerk	1	1	1	1	0.55	0.55	0.55	0.55
Total	18	18	18	19	17.55	17.55	17.55	18.55

Mission Statement

The Finance Department is responsible for the sound fiscal management of all City assets. The department supervises all revenue collections, property tax administration, purchasing, investments, fixed asset management and financial reporting. The need to keep current in staff training and to retain qualified professionals becomes increasingly more important as the City expands its role in economic development through actively participating in various grant programs, analyzing the feasibility of various economic incentive programs and maintaining an up-to-date status on the various laws that affect finance (fiscal impact fee laws, arbitrage, investments, etc.). The purchasing function of the Finance Department continues to produce greater cost savings and services to other City departments.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,235,522	1,343,086	1,343,086	1,416,113
Contracted Services	66,245	50,800	52,300	59,425
Materials and Supplies	42,472	37,508	36,750	29,974
Other Charges	25,474	36,487	36,487	37,920
Capital Outlay	0	0	0	0
Total	1,369,713	1,467,881	1,468,623	1,543,432

Goals and Objectives

- To assure the public protection and an accounting of its assets by way of collaboration effort with the departments and staff.

- To provide accurate and compliant budgeting, accounting and payroll services to City departments in order to manage the City's resources and meet federal, state and GASB requirements.
- To provide operating departments with the goods/services they need in the right quality and quantity, on a timely basis, as efficiently as possible, at the lowest overall cost, and in compliance with City Charter and applicable State Statutes.
- To achieve this objective, the purchasing function seeks to foster as much competition as possible. In doing so, it adopts the goal of fairness by ensuring that all who wish to compete for the opportunity to sell to the City can do so.
- The goal of integrity is woven through the procurement cycle, so as to maintain public's trust and reduce the City's exposure to criticism and suit. This goal is achieved through the requirement of complying with all applicable legal provisions.

What We Accomplished in 2014-15

- Awarded the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.
- Awarded the Government Finance Officers Association (GFOA) Distinguished Budget Presentation.
- Continued to provide staff support to the Human Services Advisory Board.
- Completed the annual San Marcos Hays County EMS audit.
- Participated in continuing education opportunities in order to maintain certification through NIGP.
- Provided exceptional customer service so that interaction between City staff and the public is timely and professional.
- Enabled vendors on-line access to vendor registration, download bid documents, blueprints and other ensuing documents.
- Provided additional bidding information (deposit logs, etc) available on the City of San Marcos Internet.
- Continued Implementation of Contract Management Software – a tracking software that allows all departments to combine all information on contracts.
- Provided In-house training sessions for purchasing procedures.
- Continued to provide in-house Oracle Financials training.
- Maintained credit rating upgrade from Standard and Poor's on General Obligation Debt from "A+" to "AA-".
- Received credit rating upgrades from Standard and Poor's on Revenue Debt from "A+" to "AA-" and maintained Moody's upgrade of "A2" to "A".
- Completed annual audit in an efficient and timely manner with minimal recommendations and no reportable findings from City's auditors.
- Completed the required Single Audit of all Federal disbursements with no reportable findings or questioned costs.
- Completed the Meet & Confer contracts with Civil-Service Police and Fire Associations.
- Implementation of a successful payroll upgrade to process the updated Meet & Confer contracts
- Implementation of the ACH direct deposit payment option to City's vendors/suppliers.
- Continue to implement process improvements for a paperless environment to increase cost savings and efficiency on all manual processes.
- Completed a depository RFA and awarded a new contract to Wells Fargo. The merchant services RFP will be completed before the end of the year.
- Implemented the new depository changes/updates to the financial, utility and payroll systems.
- Centralized distribution of Request for Quotes and are now available on the Internet.

What We Plan to Accomplish in 2015-16

- Continue to obtain the Distinguished Budget Presentation Award.
- Continue to obtain the Certificate of Achievement for Excellence in Financial Reporting.

- Continue to provide the timely acquisition of all supplies, materials, and services necessary to support the activities of the City in compliance with City Charter and applicable State Statutes.
- Continue to meet the increased demand of purchasing services that are required for projects and initiatives to be undertaken throughout the City organization.
- Maintain proper administrative structures, policies, procedures and reporting to ensure due diligence in the stewardship of public funds, assets, and service delivery.
- Maintain professionalism with ongoing staff educational upgrades, through courses, seminars, workshops and obtaining certifications.
- To consolidate whenever possible to develop more and better competitive bid specifications.
- Maintain and improve all customer service levels in responding to user departments in a timely manner on all procurement matters.
- Add other user departments to the Contract Management Software Program.
- Provide department level training of Oracle Financials, on screen inquiries, printing reports and account tracking.
- Enabled vendors on-line access to vendor registration, download bid documents, blueprints and other ensuing documents.
- Provided additional bidding information (deposit logs, etc) available on the City of San Marcos Internet.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Work Days/Audit	Number	3	3	3
Accounts Payable Transactions Per Accounts Payable Employee/Monthly	Number	890	925	975
Accounts Receivable Transactions Per Accounts Receivable Employee/Monthly	Number	151	160	160
Number Of Checks Disbursed Per Employee Involved In Process	Number	3,700	4,000	4,500
Number Of Procurement Card Transactions	Number	16,176	15,500	17,000
Pays Processed Per Payroll Employee/Month	Number	599	617	617
GFOA Distinguished Presentation		Yes	Yes	Yes
GFOA Certificate Of Achievement For Excellence In Financial Reporting		Yes	Yes	Yes
Purchase Orders Processed	Number	1,155	575	600
Invitation For Bid/Request For Proposals Processed	Number	53	51	55
Cooperative Contract Purchases	Number	291	357	400
Minor Construction Contracts Created	Number	71	90	80
Annual Contracts maintained	Number	54	49	50
% of annual contracts renewed on time	Percent	96.3%	81.6%	100%
Mail Cost	Number	$59,824	$42,087	$43,000
# of Packages Received by Mail Services	Number	5,900	4,900	4,500
Dollar Amount on P-Card	Amount	$5,780,305	$7,468,067	$7,500,000
Surplus	Amount	$44,215	$8,700	$20,000
P-Card Rebate/Cooperative Rebates	Amount	$105,305	$143,934	$150,000
Contracts Maintained	Number	n/a	306	450

Department Detail

Fund 100 - General Fund
Department 112 - Finance

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	864,915	931,868	931,868	971,310	4.2%
51110	Workmen'Scompensation	607	951	951	1,172	23.2%
51120	Overtime	14,886	16,246	16,246	16,733	3.0%
51190	Medicare	12,296	13,923	13,923	14,506	4.2%
51200	City Fica	52,578	59,523	59,523	62,026	4.2%
51210	City Tmrs	158,734	174,347	174,347	177,580	1.9%
51220	City Medical/Hospital Insuranc	120,192	134,292	134,292	160,398	19.4%
51300	Stability Pay	7,115	7,736	7,736	8,188	5.8%
51350	Car Allowance	4,200	4,200	4,200	4,200	0.0%
	Total Personnel Services	1,235,522	1,343,086	1,343,086	1,416,113	5.4%
52100	Printing & Publications	2,968	3,500	3,500	3,500	0.0%
52110	Telephone	3,858	3,000	4,500	4,725	57.5%
52160	Professional Services	58,099	37,800	37,800	45,200	19.6%
52390	Maint Contract-Office Equip	1,320	6,500	6,500	6,000	-7.7%
52391	Software License & Maintenance	-	-	-	-	0.0%
	Total Contracted Services	66,245	50,800	52,300	59,425	17.0%
53140	Fuel & Lubricants	1,912	2,144	1,386	1,811	-15.5%
53150	Supplies-Other	17,644	18,648	18,648	11,500	-38.3%
53160	Supplies-Office	9,791	9,216	9,216	9,000	-2.3%
53180	Postage	11,555	6,500	6,500	6,500	0.0%
53300	Repairs-Vehicles & Equipment	1,571	1,000	1,000	1,163	16.3%
	Total Materials and Supplies	42,472	37,508	36,750	29,974	-20.1%
54140	Dues & Subscriptions	3,325	3,957	3,957	4,915	24.2%
54340	Professional Development	11,881	15,885	15,885	13,190	-17.0%
54342	Meals	2,245	2,451	2,451	1,990	-18.8%
54343	Travel	8,023	14,194	14,194	17,825	25.6%
	Total Other Charges	25,474	36,487	36,487	37,920	3.9%
Total Finance		1,369,714	1,467,881	1,468,623	1,543,432	5.1%

Municipal Court

Municipal Court	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Municipal Court Judge	1	1	1	1	1.00	1.00	0.48	0.48
Alternate Municipal Court Judge	1	1	1	1	0.10	0.10	0.01	0.01
Municipal Court Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Chief Deputy Court Clerk	1	1	1	1	1.00	1.00	1.00	1.00
Deputy Marshal	2	2	3	3	1.38	1.38	1.33	1.33
Deputy Court Clerk	5	5	5	5	5.00	5.00	5.00	5.00
Juvenile Case Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Total	12	12	13	13	10.48	10.48	9.82	9.82

Mission Statement

The mission of the Municipal Court is to serve the community through the promotion of justice by providing an impartial forum for the resolution of all cases brought before the court in a manner such that legal rights of individuals are safeguarded and public interest is protected.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	661,263	601,785	601,785	607,255
Contracted Services	55,161	59,480	54,480	60,480
Materials and Supplies	22,893	24,906	24,277	20,309
Other Charges	6,450	16,710	16,710	16,710
Capital Outlay	0	0	0	0
Total	745,767	702,881	697,252	704,754

Goals and Objectives

- Access to Justice
  - Implement new case management system.
  - Expand technology access options for court parties.
- Expedition and Timeliness
  - Initiate marshal contact list to reduce defaults on pay plans.
  - Continue review of older cases for status updates.
- Equity, Fairness & Integrity
  - Implement new standing orders to address more cases at service counter.
  - Continue random case auditing and quality control measures.
- Independence and accountability
  - Ensure all state and local court reports are filed in a timely manner.
  - Maintain staff development programs to retain a professional, well-trained, customer service oriented workforce to better serve the needs of the public.

What We Accomplished in 2014-15

- Court began operation of a Teen Court Docket in October 2014.
- Court outreach program expanded into two new schools and more activity in San Marcos High School.
- Receiver the Traffic Safety award April of 2015 at the State traffic safety conference.
- Court reduced judicial staffing to 3 part time judges paid per hour for hours worked.
- Increased the number of closed cases and revenue with the collection's company and reclassifying a fulltime marshal position into 2 part-time marshal positions.
- Began hearing appeals from the school bus video arm program.

What We Plan to Accomplish in 2015-16

- Begin full operations in new court software and contract for services to include additional technological advances for improved service and access.
- Expand court outreach programs.
- Develop partnership programs to address community service opportunities for defendants and classes/programs to assist with redirecting juvenile behavior.
- Continue working with the collections company to address not compliant defendants.
- Partner with other cities for warrant service.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Total Number of cases filed	ea	17,771	22,000	22,050
Revenue (includes state and city revenue)	$	1,789,489	2,200,000	2,200,000
Total Number of cases disposed	ea	10,074	13,500	14,000
Community service	ea	236	298	305
Cases disposed prior to trial	ea	5,912	7,000	7,100

Department Detail

Fund 100 - General Fund
Department 116 - Municipal Court

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	471,519	444,030	444,030	447,776	0.8%
51110	Workmen'Scompensation	659	926	926	1,019	10.1%
51120	Overtime	2,168	2,408	2,408	2,480	3.0%
51190	Medicare	6,814	6,648	6,648	6,587	-0.9%
51200	City Fica	29,136	28,422	28,422	28,153	-0.9%
51210	City Tmrs	80,357	57,900	57,900	58,314	0.7%
51220	City Medical/Hospital Insuranc	61,609	49,476	49,476	59,094	19.4%
51300	Stability Pay	4,051	5,375	5,375	3,831	-28.7%
51350	Car Allowance	4,950	6,600	6,600	-	-100.0%
				-		
	Total Personnel Services	661,263	601,785	601,785	607,255	0.9%
52030	Legal Books	192	700	700	700	0.0%
52100	Printing & Publications	7,034	6,500	6,500	6,500	0.0%
52110	Telephone	1,771	2,700	2,700	2,700	0.0%
52160	Professional Services	1,394	500	500	500	0.0%
52300	Contracted Services	2,531	5,000	5,000	6,000	20.0%
52390	Maint Contract-Office Equip	960	2,000	2,000	2,000	0.0%
52391	Software License & Maintenance	41,279	42,080	37,080	42,080	0.0%
	Total Contracted Services	55,161	59,480	54,480	60,480	1.7%
53140	Fuel & Lubricants	1,000	1,156	527	492	-57.4%
53150	Supplies-Other	6,126	8,000	8,000	4,000	-50.0%
53160	Supplies-Office	6,571	7,500	7,500	7,500	0.0%
53180	Postage	3,978	7,250	7,250	7,250	0.0%
53240	Repairs-Building Materials	4,821	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	398	1,000	1,000	1,067	6.7%
	Total Materials and Supplies	22,893	24,906	24,277	20,309	-18.5%
54140	Dues & Subscriptions	575	1,210	1,210	1,210	0.0%
54230	Court Costs	1,344	3,800	3,800	3,800	0.0%
54320	Mileage	-	700	700	700	0.0%
54340	Professional Development	1,990	6,650	6,650	6,650	0.0%
54342	Meals	597	795	795	800	0.6%
54343	Travel	1,945	3,555	3,555	3,550	-0.1%
	Total Other Charges	6,450	16,710	16,710	16,710	0.0%
Total Municipal Court		745,768	702,881	697,252	704,754	0.3%

Technology Services

Technology Services	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Director of Information Technology	1	1	1	1	1.00	1.00	1.00	1.00
Network Manager	1	1	1	1	1.00	1.00	1.00	1.00
Technology Project Manager	1	1	1	1	1.00	1.00	1.00	1.00
Network Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Database Administrator	0	1	1	1	0.00	1.00	1.00	1.00
Business Systems Manager	0	1	1	1	0.00	1.00	1.00	1.00
Business Systems Analyst	0	2	3	3	0.00	2.00	3.00	3.00
IT Network Specialist	2	2	2	2	2.00	2.00	2.00	2.00
Information Technology Support Technician	4	3	3	3	4.00	3.00	3.00	3.00
Administratvie Assistant	0	0	0	1	0.00	0.00	0.00	1.00
Webmaster	1	0	0	0	1.00	0.00	0.00	0.00
Total	11	13	14	15	11.00	13.00	14.00	15.00

Mission Statement

The mission of the Technology Services Department is to oversee and coordinate new and existing technological resources for the City of San Marcos by providing recommendations, implementation and technical support of voice and data information systems.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,098,718	1,335,889	1,235,889	1,379,504
Contracted Services	178,143	177,020	177,020	238,020
Materials and Supplies	37,330	34,592	34,024	34,061
Other Charges	75,236	65,274	65,274	77,274
Capital Outlay	0	0	0	0
Total	1,389,427	1,612,775	1,512,207	1,728,859

Goals and Objectives

- To provide quality IT Support Services to all Departments.
- To provide quality network and data services to all Departments.
- To provide quality application support to all Departments.
- To provide quality telecommunications to the Departments.
- To empower users to be more efficient and effective through technology.
- To build and maintain the necessary infrastructure to ensure reliability and quality of service.
- To assist all Departments in meeting goals set forth by the City Council.

What We Accomplished in 2014-15

- Wells Fargo Electronic Receipt Upload Process in place for Utility Billing.
- WIC Telephone System for Kyle, Lockhart, New Braunfels, and Sequin.
- Upgrade of Netbackup.
- Upgrade if VEEAM.
- Implemented Data Domain disk backup locations.
- vSphere Upgrade.
- COBAN upgrade.
- Solarwinds Server and Applications Upgrade.
- Buffalo (NAS) Drive Implementation for expanded (cheap) storage.
- AVL Phase 1 Completed.
- Anti-Virus Server Upgrade.
- Tyler-Munis go live for Finance.
- Tyler-Munis start for HR/Payroll.
- Tyler-Munis start for Fleet.
- Animal Shelter Security Cameras – Phase 1 Completed.
- Metersense Upgrade.
- Review and acquire Oracle Database License to put us into compliancy.
- Replacement of Scada Systems for W/WW.
- Assisted in office moves for Finance and 2nd floor Municipal building.
- Disaster Recovery Plan Completed.
- Track-It Ticketing system upgrade.
- Track-It Self-Service password reset rolled out to all City employees.
- Justware for Municipal Court testing in-house solution.
- Assessed our Database Environment and putting together plans to migrate some applications from Oracle to Microsoft SqlServer to save the City money.
- Continued development of San Marcos Information Technology policies & procedures.
- Master Application Integration Mapping.
- Increasing Customer Service by starting Department visits and gathering information from our user base on how we can do better and what they may need to do their job better.
- Support requirements for flooding issues – EOC, relocation of Station 5.
- Assessed and started the roll out of the VDI replacements (Pano's) with new Dell Wyse Devices.
- Completed Technology Assessments on:
  - Automatic Vehicle Locator
  - Video Surveillance System
  - Security Access Door System
  - Replacement of Fleet Management application (RTA)
  - Continued integration of GIS with multiple departmental systems and applications
- Implemented a Production & Test environment for Maximo.
- Implemented a Test environment for GIS.
- Continue Virtual Infrastructure Upgrade.
- Installation of Public Safety Enterprise Mobility Software (NetMotion).
- Continue Management of Network closets.
- Completed approximately 5,200 requests for assistance for our customers.
- Deployment of wireless infrastructure at Girls Softball Complex.
- Storage Area Network (SAN) Deployment.
- Implementation an Mobile Citizen Service Request Application (SMTX Connect).
- Implementation of Zoll data management software for Fire Department.

- Implementation of Emergency Citizen Notification System (AlertWorks).
- Emergency Management – CryptoLocker
  - Upgraded end-user devices with Kaspersky
  - Created an Incident Report form
- Wireless Replacement.
- Regional CAD/RMS hosting (TX State).
- Fiber connection to San Marcos ISD.
- Firewall implementation with TX State.
- Emergency Response Assistance.
- Pt2Pt Harris Bldg to Fish Hatchery.
- Relocation of Fire Station 5 personnel.

What We Plan to Accomplish in 2015-16

- Continued replacement of Pano's with Wyse Devices.
- Continued deployment of the AVL System – Phase 2 Fleet, Phase 3 Fire.
- Continued deployment of enterprise solution for a Payroll and Benefit system.
- Continued deployment of enterprise solution for a Financial system.
- Upgrade of the LaserFiche application.
- Build the knowledge base for technical assistance.
- Develop policies to management technology contracts.
- Analysis on Outage Management System.
- Regional CAD/RMS Hosting (TX State, Buda, and Kyle).
- Assessment and implementation of Office 365 for email.
- Analysis on Network Infrastructure expansion.
- Continued implementation of the GIS Strategic Plan.
- Continued implementation of the IT Strategic Plan.
- Continued implementation of Disaster Recovery Plan.
- Expansion of Internal Wireless infrastructure.
- Continue implementation of Customer Connect for Utility Billing.
- Implementation of ITIL (Information Technology Infrastructure Library) methodology/standards to IT Department.
- Implementation of IT Change Management program.
- Continue implementation of Project Management (PMI) standards.
- Network Manager Test environment.
- Network Manager migration from MySql to SqlServer.
- Upgrade of Utility Billing Software (NorthStar).
- Upgrade to Parks and Recreation scheduling and management application (ActiveNetwork).
- Tyler Munis Fleet Implementation.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Network Uptime				
Period of time measured Oct 1 to Sept 30. As of this date we have experienced various network outages, lasting less than a day, due to network infrastructure upgrade.	%	98	98	99
Application Uptime				
Period of time measured Oct 1 to Sept 30. As of this date we have experienced twenty nine server/application outages, lasting less than a day.	%	93	92	95
Telephone Uptime				
Period of time measured Oct 1 to Sept 30. As of this date we have experienced various outages lasting less than a day, due to the telecommunication upgrade.	%	98	98	99
Completion Ratio of Critical calls in the allotted time defined in the Technology Service Level Agreement (1 day).	%	90.4	92	93
Completion Ratio of all non-critical calls in the allotted time defined in the Technology Service Level Agreement.	%	81.84	85	85

Department Detail

Fund 100 - General Fund
Department 122 - Technology Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	781,696	963,454	863,454	980,928	1.8%
51110	Workmen'Scompensation	543	979	979	1,179	20.4%
51120	Overtime	15,079	6,956	6,956	7,165	3.0%
51190	Medicare	11,291	14,179	14,179	14,494	2.2%
51200	City Fica	47,838	59,870	59,870	60,911	1.7%
51210	City Tmrs	144,420	177,610	177,610	176,681	-0.5%
51220	City Medical/Hospital Insuranc	90,486	105,313	105,313	126,630	20.2%
51300	Stability Pay	3,164	3,328	3,328	3,116	-6.4%
51350	Car Allowance	4,200	4,200	4,200	8,400	100.0%
		-				
	Total Personnel Services	1,098,718	1,335,889	1,235,889	1,379,504	3.3%
52010	Copier Rental	4,898	18,000	18,000	18,000	0.0%
52100	Printing & Publications	100	100	100	100	0.0%
52110	Telephone	107,601	120,000	120,000	126,000	5.0%
52160	Professional Services	10,553	10,003	10,003	10,003	0.0%
52300	Contracted Services	71,734	27,837	27,837	82,837	197.6%
52391	Software License & Maintenance	(16,744)	1,080	1,080	1,080	0.0%
	Total Contracted Services	178,143	177,020	177,020	238,020	34.5%
53140	Fuel & Lubricants	599	1,275	707	689	-46.0%
53150	Supplies-Other	23,609	18,217	18,217	18,217	0.0%
53160	Supplies-Office	12,404	14,400	14,400	14,400	0.0%
53180	Postage	158	200	200	200	0.0%
53300	Repairs-Vehicles & Equipment	559	500	500	555	11.0%
	Total Material and Supplies	37,330	34,592	34,024	34,061	-1.5%
54140	Dues & Subscriptions	4,643	5,469	5,469	7,469	36.6%
54340	Professional Development	50,390	42,201	42,201	52,201	23.7%
54342	Meals	3,936	5,454	5,454	5,454	0.0%
54343	Travel	16,268	12,150	12,150	12,150	0.0%
	Total Other Charges	75,236	65,274	65,274	77,274	18.4%
Total Technology Services		1,389,426	1,612,775	1,512,207	1,728,859	7.2%

GIS

GIS	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
GIS Manager	0	1	0	0	0.00	1.00	0.00	0.00
GIS Administrator	1	1	1	1	1.00	1.00	1.00	1.00
GIS Analyst	1	1	1	1	1.00	1.00	1.00	1.00
GIS Intern	0	2	2	2	0.00	0.96	0.96	0.96
Total	2	5	4	4	2.00	3.96	2.96	2.96

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	193,690	176,782	176,782	191,862
Contracted Services	0	30,900	30,900	945
Materials and Supplies	7,928	9,150	9,150	9,150
Other Charges	10,099	8,500	8,500	8,500
Capital Outlay	0	0	0	0
Total	211,717	225,332	225,332	210,457

Mission Statement

The City of San Marcos GIS mission is to practice responsive, collaborative and innovative approaches to GIS. The City GIS staff will provide geospatial information and applications to city employees and the public in order to enhance city operations, improve decision making, and provide excellent customer service.

Goals and Objectives

- Make GIS Data and tools easily accessible to city staff and public.
- Provide GIS/GPS training to City staff on GIS data and applications.
- Develop data collection, creation, submission, and storage standards to ensure accurate and consistent GIS data.
- Create and maintain a data access plan for GIS data.
- Maintain cartographic standards and improve methods for generating maps to increase efficiency and timeliness of customer service.
- Create and maintain Data Standards for consistent data storage and access.
- Maintain a strong web presence for staff and the public.
- Develop customized GIS tools to meet production needs.
- Monitor GIS data distribution to and from other agencies, businesses and customers.
- Stay current with industry standards and trends in software and hardware technology.

What We Accomplished in 2014-15

- Completed redesign of GIS server architecture.
- Migrated Database platform from Oracle to SQL Server and redesigned Database schema.
- Created uniform feature schema with better editor tracking.
- Upgraded software to ArcGIS 10.3, including 90+ desktop users.
- Maintained and updated information on the Division city website. Increases use of ArcGIS Online for map resources.
- Redesign GIS Web pages, using Java API.
- Expanded documentation for GIS processes. Worked toward integration of GIS processes with IT knowledge base.
- Built reliable metadata for all datasets, based on metadata standards.
- Completed cartographic standards and created city wide map templates.
- Data and mapping for Memorial Day Flood.
- Created online mapping application for Search and Recovery after Memorial Day Flood.
- Redesigned kiosk maps for Park and Greenspaces.
- Created maps for Fire Department ISO certification.
- Created collector application for fire hydrant inventory.
- Created web mapping application for permits, with integration with My Permit Now software.
- Created interactive maps for Neighborhood Character Study.
- Participated in GIS Day in conjunction with Texas State University.
- Procured and processed new digital orthoimagery.
- Train newly hired Crime Analyst in GIS.

What We Plan to Accomplish in 2015-16

- Completion of the GIS Action Plan. Strategic Plan was a 3 year plan and should be complete in 2016.
- Update GIS Strategic Plan.
- Implement GIS track-it ticket strategy to monitor technical support, map, data, and analysis requests.
- Implement Change Management Strategy.
- Create video training modules for staff at all knowledge levels.
- Implement Parcel Fabric model for maintaining cadastral (land based features) data.
- Redesign Water and Wastewater data to Local Government Information Model.
- Cross train staff, expand knowledge base to all datasets.
- GIS integration with other City enterprise application software.
- Work with County to build a cooperative Emergency Operation Application.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Quarterly evaluation of the GIS Goals and Objectives by the GIS Workgroup and GIS Steering Committee with the desired outcome of meeting planned objectives.	#	4	4	4
Scheduled quarterly GIS training sessions for City Staff.	#	N/A	0	4
Data coordination with multiple (7) kRegional/County/State agencies – Hays County, Hays Central Appraisal District, Comal Appraisal District, Caldwell County Appraisal District, Guadalupe Appraisal District, Greater San Marcos Partnership, and Capitol Area Council of Governments.	#	7	7	7
Availability and accessibility to GIS System uptime, exclusive of scheduled maintenance.	%	99.9	99.9	99.9
GIS professional certification of not less than two City employees in the use of ArcGIS applications annually.	#	N/A	N/A	1
Obtain state and/or national recognition for excellence in Municipal GIS.	#	N/A	0	1
Participate in Yearly GIS Day	#	1	1	1

Department Detail

Fund 100 - General Fund
Department 153 - GIS

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	142,957	131,010	131,010	141,098	7.7%
51110	Workmen'Scompensation	100	133	133	170	27.8%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	2,035	1,913	1,913	2,061	7.7%
51200	City Fica	8,701	8,183	8,183	8,814	7.7%
51210	City Tmrs	23,161	20,427	20,427	21,775	6.6%
51220	City Medical/Hospital Insuranc	15,764	14,136	14,136	16,884	19.4%
51300	Stability Pay	972	980	980	1,060	8.2%
	Total Personnel Services	193,690	176,782	176,782	191,862	8.5%
52110	Telephone	-	900	900	945	5.0%
52160	Professional Services	-	-	-	-	0.0%
52300	Contracted Services	-	30,000	30,000	-	-100.0%
52391	Software License & Maintenance	-	-	-	-	0.0%
	Total Contracted Services	-	30,900	30,900	945	-96.9%
53150	Supplies-Other	1,242	1,000	1,000	1,000	0.0%
53160	Supplies-Office	407	250	250	250	0.0%
53510	Supplies-Drafting	6,279	7,900	7,900	7,900	0.0%
	Total Materials and Supplies	7,928	9,150	9,150	9,150	0.0%
54140	Dues & Subscriptions	350	-	-	-	0.0%
54340	Professional Development	9,749	8,500	8,500	8,500	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
	Total Other Charges	10,099	8,500	8,500	8,500	0.0%
Total GIS Division		211,717	225,332	225,332	210,457	-6.6%

Development Services Administration

Development Services Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Director of Development Services	1	1	1	1	1.00	1.00	1.00	1.00
Asst Director of Development Services	1	1	1	1	1.00	1.00	1.00	1.00
Sustainable Development	0	0	0	1	0.00	1.00	0.00	1.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
GIS Analyst	0	0	1	1	0.00	0.00	1.00	1.00
Total	3	3	4	5	3.00	4.00	4.00	5.00

Mission Statement

To serve today's community development needs, while actively planning for the needs of tomorrow.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	380,748	518,124	518,124	498,473
Contracted Services	61,569	24,510	24,850	25,005
Materials and Supplies	24,949	27,751	27,751	27,751
Other Charges	56,525	76,340	76,340	77,340
Capital Outlay	0	0	0	0
Total	523,791	646,725	647,065	628,569

Goals and Objectives

- To effectively manage change within the community due to growth and development activity by carrying out the adopted Council policies and goals. The division provides professional expertise in the area of real estate development and city planning.
- To provide a high level of professional services to the varied stakeholders served, including builders, developers, land owners, neighborhood groups, business owners, City Commissions, allied governmental jurisdiction and the citizens of the community.
- To enhance the Community's economic competitive advantage and livability by encouraging high quality growth and development practices.
- To protect the health, safety and quality of life of the citizens of San Marcos through the effective administration of adopted building and development codes.
- To provide a single point of contact for pre & post entitlement procedures within the community.
- To be responsive to the needs of our customers by coordinating and performing timely reviews of permit applications for post entitlement permits.
- To comply with local and state laws regarding contractor qualification and licensing requirements.
- To provide floodplain development management and floodplain administration in accordance with the Federal Emergency Management Agency (FEMA).

- To improve the quality of life of low to moderate-income San Marcos residents by using the Community Development Block Grant (CDBG) Program to support public service programs, and housing and public facility/infrastructure/transportation projects.
- To promote fair and equitable housing transactions for all San Marcos residents through Fair Housing Act education and outreach activities.
- Use the proper development tools and flexible regulations to implement the Downtown Master Plan vision for the community.

What We Accomplished in 2014-15

Planning

- Accepted Charter Award from CNU for Code SMTX: Tactical Urbanism Intervention & Project Kick-Off.
- Conducted fee analysis and are set to present to City Council in August 2015.
- Developed standards for parklets, sidewalks and neighborhood gateway features – Presented to City Council-set for possible adoption in August 2015.
- Reviewed duties of the Comprehensive Plan Oversight Committee.
- Continued Code SMTX, the rewrite of the Land Development Code to include Neighborhood Character Studies and multiple community meetings.
- Completed Code Rode.
- Completed Brand Your Neighborhood.
- Completed General Contractor Training Program.
- Processed and reviewed multiple large development projects including review of development agreements, public improvement districts, municipal utility districts and associated planned development districts.
- Continued the Transportation Master Plan update along with Engineering/CIP.
- Continued integration of GIS & Addressing within MyPermitNow.
- Continue to work with Finance and Engineering/CIP to align Capital Improvements Program to Vision San Marcos.
- Updated the SmartCode including changes to the height warrant process.
- Reviewed and presented information regarding the inclusion of bonus densities within the SmartCode.
- Updated the Department Succession Plan for presentation in 2015-16 budget process.
- Coordinated inter-departmental meetings and presented a first year annexation plan based on the adopted annexation strategy.
- Contined the Development Review Committee meetings on Thursday afternoons.
- Continued staff support for City boards and commissions including Planning & Zoning Commission (P&Z), Historic Preservation Commission (HPC), Zoning Board of Adjustments (ZBOA). This averages 30 regular meetings a year.
- Facilitated Commission members, board members and staff attending specialized training and workshops.
- Maintained partnerships with local community groups.
- Facilitate presentations and recommendations for City Council which averages to approximately 30 meetings.
- Continued to make improvements to streamlining the building permitting and inspection processes.
- Completed adoption of the 2015 Building Codes and all other associated codes.
- Permitted $152 Million in residential & commercial construction value in calendar year 2014.
- Generated $1.8 Million in permit fees in FY 2013 and on track to meet or exceed this figure for FY 2014.

Community Initiatives

- Rehabilitated the houses of seven low-income families through the CDBG grant to Southside Community Center.
- Completed the San Marcos Senior Center expansion project.
- Conducted an extensive outreach campaign as part of the preparation of the 2015-19 Consolidated Plan;
- Completed the 2015-19 Consolidated Plan, which includes the 2015 Action Plan and submitted it to HUD before the deadline;

- Created, working with Human Resources and Legal, a City Employee Residency (down payment/closing cost) Incentive program.
- Monitored 4 non-profit recipients of CDBG funding.
- Hosted a "Fair Housing –Reasonable Accommodations" workshop targeted to persons working in all facets of the housing industry.
- Conducted a Subrecipient Workshop, provided technical assistance, and oversaw CDBG Program compliance for five subrecipient-managed programs.
- Reviewed and approved 3 City Employee Residency Incentive loans, 3 CDBG First Time Homebuyer loans, 1 Seton Hospital and 5 Texas State Professor Residency Incentive loans.

What We Plan to Accomplish in 2015-16

Planning

- Complete draft of Code SMTX.
- Complete draft of Transportation Master Plan.
- Complete Neighborhood Character Studies.
- Implement annexation strategy.
- Continue implementation of Vision San Marcos by working with other departments to track progress toward Five Year Action Items and update as necessary.
- Complete integration of GIS addressing function within MyPermitNow.
- Implement Downtown Sign & Façade grant program.
- Develop plan for potential Watershed department to specialize in coding, plan review & inspection in coordination with other departments.
- Work with City Manager's Office and the Greater San Marcos Partnership to adopt a policy for project-based incentives.
- Review and development implementation plan for downtown.
- Expand use of MyPermitNow to provide additional information to the public and improve internal processes.
- Continue customer interface improvements for MyPermitNow.
- Monitor and maintain current systems to ensure the process functions efficiently.
- Draft *Planning Procedures Manual* providing clear information about department functions for new employees and crosstraining.
- Update the Development Guide.
- Review and improve the unsafe structures program.
- Develop a plan for increased neighborhood outreach.

Community Iniatives

Continue to provide programs and services to assist low-income families through the CDBG and related programs.

- Rehabilitate seven owner-occupied houses through Southside Community Center's summer program.
- Provide direct homebuyer assistance with closing cost and down payment programs as funds are available.
- Host the third annual Fair Housing workshop as part of the City's Fair Housing education program.
- Complete improvements to Veterans Park and begin improvements to Dunbar Park.

Ongoing work with the Community

- Represent to the public the full function of the Development Planning Division by increasing transparency and access to information and increasing visibility in the community as a whole.
- Expand efforts for community education and strengthen ties to the professional building community in San Marcos and the region.
- Better use the departmental website to improve public relations and transparency, while providing useful, accessible information to the public.
- Prepare a housing and real estate market analysis profile providing up to date demographic information, development activity, a community profile (including information from other levels of government) and development information (including average processing times) for use by the public and potential investors in the City.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Annexed Land Area (*Increase in area anticipated because of Annexation Strategy)	# Of Acres	45	42	28*
Conditional use permits	# Of Cases	40	22	40
Support of board and commission meetings and other public meetings	# Of Mtgs Staffed	120	108	130
Review of development permits on historic properties	# Of COA's Reviewed	27	10	21
LDC Amendments Processed (*Major revision anticipated)	Ordinances	1	1	0*
Variances processed	# of Cases	3	2	5
Land Use Map Amendments/Preferred Scenario Amendments	# of Cases	8	2	2
Subdivision plats and concept plans processed	# of plats	42	30	40

Department Detail

Fund 100 - General Fund
Department 150 - Development Services Admin

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	278,380	374,947	374,947	360,541	-3.8%
51110	Workmen'Scompensation	186	385	385	438	13.6%
51120	Overtime	-	1,061	1,061	1,093	3.0%
51190	Medicare	4,028	5,569	5,569	5,360	-3.8%
51200	City Fica	17,174	23,201	23,201	21,701	-6.5%
51210	City Tmrs	50,166	68,851	68,851	64,698	-6.0%
51220	City Medical/Hospital Insuranc	22,997	36,047	36,047	36,723	1.9%
51300	Stability Pay	916	1,464	1,464	1,321	-9.7%
51350	Car Allowance	6,900	6,600	6,600	6,600	0.0%
	Total Personnel Services	380,748	518,124	518,124	498,473	-3.8%
52100	Printing & Publications	10,711	11,750	11,750	11,750	0.0%
52110	Telephone	2,959	2,760	3,100	3,255	17.9%
52160	Professional Services	46,677	10,000	10,000	10,000	0.0%
52300	Contracted Services	-	-	-	-	0.0%
52391	Software License & Maintenance	1,221	-	-	-	0.0%
52580	Courthouse Recordings	-	-	-	-	0.0%
	Total Contracted Services	61,569	24,510	24,850	25,005	2.0%
53150	Supplies-Other	13,686	15,100	15,100	15,100	0.0%
53160	Supplies-Office	7,538	7,251	7,251	7,251	0.0%
53180	Postage	3,725	5,400	5,400	5,400	0.0%
53510	Supplies-Drafting	-	-	-	-	0.0%
	Total Materials and Supplies	24,949	27,751	27,751	27,751	0.0%
54140	Dues & Subscriptions	3,807	5,050	5,050	5,050	0.0%
54270	Commission Training	8,899	14,500	14,500	14,500	0.0%
54320	Mileage	-	-	-	-	0.0%
54340	Professional Development	17,254	23,750	23,750	24,750	4.2%
54342	Meals	7,138	7,320	7,320	7,320	0.0%
54343	Travel	19,427	25,720	25,720	25,720	0.0%
	Total Other Charges	56,525	76,340	76,340	77,340	1.3%
Total Development Services Admin Division		523,790	646,725	647,065	628,569	-2.8%

Planning-Permit Division

Development Services Planning/Permit Center	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Planning Manager	1	1	1	1	1.00	1.00	1.00	1.00
Permit Manager	1	1	1	1	1.00	1.00	1.00	1.00
Senior Planner	1	1	1	1	1.00	1.00	1.00	1.00
Planner	2	2	2	2	2.00	2.00	2.00	2.00
Planner Tech	2	2	2	2	2.00	2.00	2.00	2.00
Building Services Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Engineering Technician	1	1	1	1	1.00	1.00	1.00	1.00
Permit Technician	0	0	0	1	0.00	0.00	0.00	1.00
Building Permit Specialist, Senior	1	1	1	1	1.00	1.00	1.00	1.00
Building Permit Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Total	11	11	11	12	11.00	11.00	11.00	12.00

Development Services CDBG	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Community Initiatives Program Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Community Initiatives Technician	1	1	1	1	0.50	0.50	0.50	0.50
Total	2	2	2	2	1.50	1.50	1.50	1.50

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	759,704	778,476	778,476	822,950
Contracted Services	72,552	133,270	123,270	133,270
Materials and Supplies	0	0	5,374	3,450
Other Charges	4,675	5,635	5,635	5,635
Capital Outlay	0	0	0	0
Total	836,931	917,381	912,755	965,305

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- To be responsive to the needs of our customers by coordinating and performing timely reviews of permit applications for post entitlement permits.
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- Reviewed and presented information regarding the inclusion of bonus densities within the SmartCode.
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What We Plan to Accomplish in 2015-16

PLANNING-PERMITTING

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- Complete draft of Transportation Master Plan.
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- Complete integration of GIS addressing function within MyPermitNow.
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- Develop plan for potential Watershed department to specialize in coding, plan review & inspection in coordination with other departments.
- Work with City Manager's Office and the Greater San Marcos Partnership to adopt a policy for project-based incentives.
- Review and development implementation plan for downtown.
- Expand use of MyPermitNow to provide additional information to the public and improve internal processes.
- Continue customer interface improvements for MyPermitNow.
- Monitor and maintain current systems to ensure the process functions efficiently.
- Draft Planning Procedures Manual providing clear information about department functions for new employees and crosstraining.
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Ongoing Work with the Community

- Represent to the public the full function of the Development Services Division by increasing transparency and access to information and increasing visibility in the community as a whole.
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- Better use the departmental website to improve public relations and transparency, while providing useful, accessible information to the public.
- Prepare a housing and real estate market analysis profile providing current demographic information, development activity, a community profile (including information from other levels of government) and development information (including average processing times) for use by the public and potential investors in the City.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
MPN Online Applications Processed	#	1,225	1,124	1,926
Total Value of Building Permits	$	200M	112M	192M
Gross Permit Revenue	$	1.8M	1M	1.3M
Number of Permits Issued	#	4,425	2,656	4,553
Number of New Building Permits Issued	#	709	402	689
Number of Site Preparation Permits Issued	#	29	20	34
Public presentations/workshops hosted promoting the CDBG Program/Fair Housing	#	3	13	4
City-funded Homebuyer loan applications Reviewed/Approved	#	5/5	14/10	8/8
CDBG First-Time Homebuyer Loans Reviewed/Approved	#	2/1	4/4	4/4
Project Environmental Reviews Performed	#	18	17	17
Projects Monitored for Davis Bacon & Related Acts Compliance	#	3	1	1
Number of on-site Subrecipient monitoring reviews performed	#	6	4	5

Department Detail

Fund 100 - General Fund
Department 151 - Planning-Permit Division

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	552,716	548,766	548,766	565,510	3.1%
51110	Workmen'Scompensation	414	598	598	731	22.2%
51120	Overtime	4,000	1,061	1,061	1,093	3.0%
51190	Medicare	7,876	7,999	7,999	8,266	3.3%
51200	City Fica	33,675	34,204	34,204	35,345	3.3%
51210	City Tmrs	95,908	100,622	100,622	101,187	0.6%
51220	City Medical/Hospital Insuranc	63,434	83,402	83,402	109,746	31.6%
51300	Stability Pay	1,681	1,824	1,824	1,072	-41.2%
51350	Car Allowance	-	-	-	-	0.0%
	Total Personnel Services	759,704	778,476	778,476	822,950	5.7%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	3,024	3,600	3,600	3,600	0.0%
52130	Equipment-Rent/Lease	748	1,710	1,710	1,710	0.0%
52160	Professional Services	19,300	71,000	61,000	71,000	0.0%
52300	Contracted Services	24,475	25,000	25,000	25,000	0.0%
52390	Maint Contract-Office Equip	213	1,500	1,500	1,500	0.0%
52391	Software License & Maintenance	24,552	30,220	30,220	30,220	0.0%
52580	Courthouse Recordings	240	240	240	240	0.0%
	Total Contracted Services	72,552	133,270	123,270	133,270	0.0%
53140	Fuel & Lubricants	-	-	-	3,250	100.0%
53150	Supplies-Other	-	-	-	-	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53180	Postage	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	-	-	5,374	200	100.0%
53340	Uniforms	-	-	-	-	0.0%
53510	Supplies-Drafting	-	-	-	-	0.0%
	Total Materials and Supplies	-	-	5,374	3,450	100.0%
54140	Dues & Subscriptions	4,175	4,635	4,635	4,635	0.0%
54250	Legal Notices	500	500	500	500	0.0%
54270	Commission Training	-	-	-	-	0.0%
54320	Mileage	-	500	500	500	0.0%
54340	Professional Development	-	-	-	-	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
	Total Other Charges	4,675	5,635	5,635	5,635	0.0%
Total Planning-Permit Division		836,931	917,381	912,755	965,305	5.2%

Inspections

Development Services Inspections	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Chief Building Official	1	1	1	1	1.00	1.00	1.00	1.00
Senior Inspector and Plans Examiner	0	0	2	2	0.00	0.00	2.00	2.00
Combination Inspector	3	3	1	1	3.00	3.00	1.00	1.00
Total	4	4	4	4	4.00	4.00	4.00	4.00

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	320,996	341,577	341,577	356,601
Contracted Services	25,563	10,560	7,500	8,800
Materials and Supplies	13,816	13,517	6,462	6,463
Other Charges	1,912	2,000	2,000	2,000
Capital Outlay	0	0	0	0
Total	362,287	367,654	357,539	373,864

Department Detail

Fund 100 - General Fund
Department 152 - Inspection

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	234,455	242,798	242,798	250,827	3.3%
51110	Workmen'Scompensation	378	556	556	676	21.6%
51120	Overtime	3,482	5,305	5,305	5,464	3.0%
51190	Medicare	3,419	3,603	3,603	3,723	3.3%
51200	City Fica	14,618	15,403	15,403	15,918	3.3%
51210	City Tmrs	42,449	45,313	45,313	45,765	1.0%
51220	City Medical/Hospital Insuranc	21,993	28,272	28,272	33,768	19.4%
51300	Stability Pay	204	328	328	460	40.2%
	Total Personnel Services	320,996	341,577	341,577	356,601	4.4%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	5,538	7,560	4,500	5,800	-23.3%
52160	Professional Services	20,025	3,000	3,000	3,000	0.0%
	Total Contracted Services	25,563	10,560	7,500	8,800	-16.7%
53140	Fuel & Lubricants	8,372	7,117	62	-	-100.0%
53150	Supplies-Other	-	-	-	-	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	3,720	4,500	4,500	4,563	1.4%
53340	Uniforms	1,724	1,900	1,900	1,900	0.0%
	Total Materials and Supplies	13,816	13,517	6,462	6,463	-52.2%
54140	Dues & Subscriptions	1,912	2,000	2,000	2,000	0.0%
54340	Professional Development	-	-	-	-	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
	Total Other Charges	1,912	2,000	2,000	2,000	0.0%
Total Inspection Division		362,287	367,654	357,539	373,864	1.7%

Capital Improvements

Capital Improvement	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Project Engineer II	1	0	0	1	1.00	0.00	0.00	1.00
Engineering Inspector, Manager	0	1	1	1	0.00	1.00	1.00	1.00
Engineering Inspector	0	4	4	4	0.00	4.00	4.00	4.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
GIS Transit Analyst	0	0	0	0.5	0.00	0.00	0.00	0.50
Engineering Tech/Graduate Engineer	0	0	0	2	0.00	0.00	0.00	2.00
Graduate Engineer I	0	0	0	1	0.00	0.00	0.00	1.00
Real Estate Acuisitions Administrator	0	0	0	1	0.00	0.00	0.00	1.00
Total	3	7	7	12.5	3.00	7.00	7.00	12.50

Mission Statement

To provide comprehensive engineering and inspection services to the citizens of San Marcos and other City departments in order to manage the City's infrastructure, protect the environment and insure public health and safety.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	392,152	930,233	930,233	1,359,493
Contracted Services	125,173	143,020	133,020	158,709
Materials and Supplies	42,211	55,484	51,558	51,060
Other Charges	20,922	64,500	59,500	64,500
Capital Outlay	0	0	0	0
Total	580,458	1,193,237	1,174,311	1,633,762

Goals and Objectives

- Design and construct CIP projects that address growth and improve the quality of life for our citizens and visitors.
    - Maintain a high level of quality
    - Maintain project schedules
    - Coordinate with all departments to ensure all needs are met
    - Ensure our environment is protected from construction projects
- Review and inspect public improvements to insure compliance.
- Optimize the performance of our people, process and systems.

What We Accomplished in 2014-15

- Started construction on 9 projects: SH 123 at WW Utility Relocation, Loop Street Fire Protection, Airport Runway 13-31, Victory Gardens Drainage Willow Springs Channel Improvements, Loop 82 Overpass, SH 80 Governors Choice Achievement Award, Stagecoach Drive Widening, River Road Outfall, N LBJ Lift Station.
- Completed a total of 10 projects which included: Cheatham and Riverside Drainage and Paving Imps, Harmon's Way Phase 2, Post Road Waterline, Downtown Reconstruction Phase 1, Railroad Quiet Zones, N. LBJ Reconstruction, Hunter Road Widening, Loop Street Fire Protection, SH 80 GCAA, Stagecoach Drive Widening.
- Completed Update of the Wastewater Master Plan, Water Master Plan and Transportation Master Plans
- Update the Drainage, Transportation and Downtown SmartCode Water Quality Master Plans to support Vision San Marcos.
- Developed a new ROW permit procedure to cut down on the permitting time and ensure adequate inspections.
- Provide a master project schedule that will be updated quarterly for each project.
- Compiled department project workload on a 3 year basis and effectively managed over 80 projects.
- Completed update of construction specifications and details.

What We Plan to Accomplish in 2015-16

- Start Construction on 8 projects, which includes: Victory Gardens Subdivision, CM Allen Reconstruction, Sessom BikePed and Peques Intersection, Airport Drainage – Tower Driveway Imps, Airport Water and Wastewater, Cottonwood Creek 24in Waterline, N LBJ Wastewater Main/Oakridge Lift Station, CCN Exchange Phase 1.
- Complete construction on 6 projects such as: CM Allen Reconstruction, IH 35 at Yarrington Waterline, N. LBJ Lift Station, Airport Drainage – Tower Driveway Imps, Airport Water and Wastewater, Cottonwood Creek 24in Waterline.
- Implement city wide Microsoft Project program usage.
- Continue to improve communications for ongoing construction.
- Continue to effectively manage over 80 projects.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Construction projects on schedule	%	56	58	100
Completed projects on budget	%	95	88	100
Install citywide use of Microsoft Project to allow viewing of project schedules	%	50	80	100
Projects using Project management software (Owner Insite)	%	6	22	48
Update city construction details	%	40	100	100
Create City specifications	%	90	95	100
Update City construction notes	%	75	80	100
Improve storm water pollution prevention on every project	%	75	90	100
Update City general conditions	%	0	50	100

Department Detail

Fund 100 - General Fund
Department 145 -Capital Improvements

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	266,656	652,070	652,070	958,589	47.0%
51110	Workmen'Scompensation	372	1,161	1,161	2,037	75.5%
51120	Overtime	7,099	13,792	13,792	14,206	3.0%
51190	Medicare	3,725	9,683	9,683	14,147	46.1%
51200	City Fica	15,928	41,404	41,404	60,484	46.1%
51210	City Tmrs	48,658	121,810	121,810	173,891	42.8%
51220	City Medical/Hospital Insuranc	48,447	88,350	88,350	133,384	51.0%
51300	Stability Pay	1,268	1,964	1,964	2,756	40.3%
	Total Personnel Services	392,152	930,233	930,233	1,359,493	46.1%
52100	Printing & Publications	295	500	500	2,000	300.0%
52110	Telephone	7,612	19,250	14,250	15,000	-22.1%
52160	Professional Services	51,193	50,000	45,000	50,000	0.0%
52300	Contracted Services	45,158	50,000	50,000	77,430	54.9%
52391	Software License & Maintenance	20,915	23,270	23,270	14,279	-38.6%
	Total Contracted Services	125,173	143,020	133,020	158,709	11.0%
53140	Fuel & Lubricants	9,397	12,034	8,108	8,785	-27.0%
53150	Supplies-Other	15,386	16,500	16,500	16,500	0.0%
53160	Supplies-Office	4,902	5,000	5,000	5,000	0.0%
53180	Postage	448	2,000	2,000	1,000	-50.0%
53300	Repairs-Vehicles & Equipment	7,830	12,500	12,500	12,825	2.6%
53340	Uniforms	3,574	5,450	5,450	5,450	0.0%
53510	Supplies-Drafting	675	2,000	2,000	1,500	-25.0%
	Total Materials and Supplies	42,211	55,484	51,558	51,060	-8.0%
54140	Dues & Subscriptions	3,959	6,500	6,500	6,500	0.0%
54340	Professional Development	10,835	48,500	43,500	48,500	0.0%
54342	Meals	4,007	5,000	5,000	5,000	0.0%
54343	Travel	1,563	3,000	3,000	3,000	0.0%
54910	Safety Items	558	1,500	1,500	1,500	0.0%
	Total Other Charges	20,922	64,500	59,500	64,500	0.0%
Total Capital Improvements		580,458	1,193,237	1,174,311	1,633,762	36.9%

THE CITY OF
SAN MARCOS

Fire Operations

Fire Services	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Fire Chief	1	1	1	1	1.00	1.00	1.00	1.00
Assistant Fire Chief	2	2	2	2	2.00	2.00	2.00	2.00
Battalion Chief	3	3	4	5	3.00	3.00	4.00	5.00
Fire Captain	15	15	15	15	15.00	15.00	15.00	15.00
Support Services Captain	1	1	0	0	1.00	1.00	0.00	0.00
Fire Engineer	18	18	18	18	18.00	18.00	18.00	18.00
Fire Fighter	28	28	28	30	28.00	28.00	28.00	30.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Total	70	70	70	73	70.00	70.00	70.00	73.00

Mission Statement

The Fire Operations Department is committed to the people, property and environment of San Marcos from the harm of fires, life-threatening medical emergencies and sudden dangerous physical conditions that threaten our health and safety. We serve the public with efficiency and effectiveness.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	6,761,369	6,873,579	6,473,579	7,269,151
Contracted Services	99,660	169,254	154,029	136,852
Materials and Supplies	320,133	339,734	301,001	332,583
Other Charges	89,405	110,741	110,741	135,718
Capital Outlay	0	0	0	0
Total	7,270,567	7,493,308	7,039,350	7,874,304

Goals and Objectives

- Our top two goals for the San Marcos Fire Department for FY 15 -16 are the establishment of a fire-based EMS system and an all-hazards Fire Department Training Facility.
- Our goals and objectives revolve around our Mission Statement which states that the: San Marcos Fire Department is dedicated to providing a well-trained, motivated, and diverse team of professionals who deliver excellence in prevention, educational programs, and emergency response service to our community in a safe, responsible, and efficient manner.
- Additionally, we will continue updating, upgrading, and expanding our current facilities, equipment, apparatus, personnel, training, and services to meet state and national fire service standards and the needs and expectations of a rapidly growing community.
- We will also assist the City Council and Administration in achieving their stated goals while working within established guidelines and policies.

What We Accomplished in 2014-15

- Responded to 4,235 calls for assistance (CY 14).
- SMFD personnel participated in 8,951 hours of training and continuing education in CY 14, and from Oct 1, 2014 through July 12, 2015 Department personnel attained 47 new or higher-level certifications, including:
    - (1)TCFP Firefighter Advanced
    - (10) TCFP Fire Officer I
    - (7) TCFP Fire Officer II
    - (6) TCFP Fire Officer III
    - (6) TCFP Fire Officer IV
    - (4) TCFP Fire Instructor I
    - (6) TCFP Fire Instructor II
    - (2) TCFP Hazardous Materials Technician
    - (2) National Fire Academy resident courses
    - (2) Graduates of the Texas Fire Chief's Academy
    - (1) Commission on Fire Accreditation International (CFAI) Chief Fire Officer Designation
- The San Marcos Fire Department, the Hays County Fire Chiefs, and Departments from Round Rock to San Antonio collaborated to host the 2015 Texas Engineering Extension Service (TEEX) Leadership Development Symposium here in San Marcos from January 12-14, 2015; over 1,000 participants attended this free, State-sponsored training opportunity at the Embassy Suites Conference Center.
- Fire Department administrators participated in the implementation of the new Tyler-Munis financial system.
- We received and placed in service a new 100' aerial ladder truck at Fire Station 3.
- We spent the last few months of 2014 preparing for our Insurance Service Office (ISO) Public Protection Classification (PPC) grading which took place in January of 2015. This comprehensive grading of the City's water supply, dispatching capabilities, and fire department is required every ten years.
- Numerous Fire Department and other City Employees continued to actively participate in the County-wide PSAP Co-location Task Force.
- Implemented the Supplies and Inventory module of the Zoll Records Management System (RMS) software. This application will allow us to track all SMFD supplies, equipment, and apparatus. This tracking will include the original purchase information, maintenance and repairs, and scheduled replacement notification.
- Hired Fire Recovery USA to begin identified Fire Department Service fee collections resulting in $10,362 credit to the General Fund through July 1, 2015.
- Completed the fourth annual SMFD Citizens Fire Academy and hosted the fourth annual Fire Department Open House and Kick-off to Fire Prevention Month with over 1,200 citizens attending.
- Stephen Guenthner graduated from the University of Texas Health Science Center at San Antonio with his Paramedic certification.
- Conducted our ninth and tenth Resident Advisor (RA) Fire Academies for Texas State University, training their RAs in fire and life-safety education pertaining to on-campus living.
- Completed numerous facility remodel/update projects. At station 1 we were able to completely remodel the guest bathroom downstairs as well as converting the two staff restrooms upstairs into three.
- Began the process of certifying all SMFD Captains, and above, through the Blue Card incident command system. To date, Chief Rowell and Chief Matano have completed the train-the-trainer program, and Chiefs Kuhlman, Minor, Crawford, and Koenig have obtained their individual certifications. Remaining officers and all drivers began the fifty hour on-line portion of the program in June, 2015.
- The Fire Department received the City's Safety Award for 2015 which means we had no lost time due to on-the-job injuries in 2014.
- Expanded our Training Division with the addition of Battalion Chief Aaron Crawford in April, 2015.
- Actively participated in several community activities and programs to include: National Night Out, the "Fired Up About Reading" program at the Library, numerous neighborhood school and church festivals and fairs, Shattered Dreams, and our Annual 9-11 Remembrance Ceremony.

- BRW Architects was selected and began the architecture and design process for the new fire station 4 which will be constructed in FY 15-16 at 1404 Wonder World Drive.
- Completed the purchase of all new Scott Air Packs. This purchase will allow us to replace all of the Department's Self-contained breathing apparatus (SCBA).

What We Plan to Accomplish in 2015-16

- Prepare for the implementation of fire-based EMS on October 1, 2016.
- Design and begin construction of a Fire Department training facility.
- Pursue third-party designation through the Texas Fire Chiefs Association's Best Practices Program as a starting point toward seeking Accreditation through the Center for Public Safety Excellence in the future.
- EMS – continue to improve the level of EMS service offered by SMFD personnel and increasing the number of ALS providers we have on staff.
- Continue the process to relocate fire station 2; the current plan calls for the station to be located on land donated to the city by the La Cima developer near the intersection of Wonder World Drive and Old RR 12.
- Additional/new Fire Station Land Purchase and Construction – based on numerous studies and assessments, we need to immediately purchase land and construct additional stations in the vicinity of Hwy 80 and Hwy 21 and in the vicinity of the Outlet Malls.
- Develop specifications and order a new Engine 4; we hope to receive the vehicle in late-2016.
- Airport future needs assessment and fire protection – this is mostly contingent on the classification of the San Marcos Regional Airport to a Part 139 airport by the Federal Aviation Administration.
- Junior Fire Academy – similar to the tremendously successful Junior Deputies Academy that is hosted by the Sheriff's Offices in Hays and Comal County, this program would target pre-teens and allow them to spend a week, during their summer, learning about fire and EMS. This has been in the planning stage for a couple of years but we didn't have enough lead time for the summer of FY 13-14 and it wasn't approved in the budget for FY 14-15.
- Continue with the implementation of the ZOLL Records Management System and other associated hardware and software applications which assist us with creating and utilizing prefire plans, data mining, and better monitoring our compliance with Texas Commission on Fire Protection (TCFP), Insurance Services Office (ISO), Texas Department of State Health Services (DSHS), and National Fire Protection Association (NFPA) standards.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Total Incidents	# of incidents	3,846	4,235	4,601
Life and Fire Safety Education	# of people contacted	10,250	15,000	22,000
Total Training Hours Received by Dept Personnel	# of hours	9,434	8,951	12,567
Citizens Fire Academy Graduates	#	17	15	15
Fire Dept Open House Attendees	#	1,000	1,000	1,000
Resident Advisor Fire Academy Graduates	#	143	155	158

Department Detail

Fund 100 - General Fund
Department 155 - Fire Operations

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	4,471,455	4,556,300	4,156,300	4,758,664	4.4%
51110	Workmen'Scompensation	22,985	32,518	32,518	40,427	24.3%
51120	Overtime	208,524	272,278	272,278	285,665	4.9%
51121	Acting Pay	75,155	87,502	87,502	87,502	0.0%
51122	Flsa 207 (K) Premium	105,294	-	-	-	0.0%
51123	Certification Pay	58,763	-	-	-	0.0%
51190	Medicare	70,109	72,928	72,928	76,328	4.7%
51200	City Fica	299,034	310,578	310,578	324,401	4.5%
51210	City Tmrs	890,319	916,663	916,663	937,593	2.3%
51220	City Medical/Hospital Insuranc	500,346	509,603	509,603	624,708	22.6%
51300	Stability Pay	54,485	52,990	52,990	61,262	15.6%
51340	Premium Pay	-	56,520	56,520	66,900	18.4%
51350	Car Allowance	4,200	4,200	4,200	4,200	0.0%
51380	Pension Fund-Reserves	700	1,500	1,500	1,500	0.0%
			-			
	Total Personnel Services	6,761,369	6,873,579	6,473,579	7,269,151	5.8%
52010	Copier Rental	1,034	1,100	1,100	1,100	0.0%
52100	Printing & Publications	1,200	1,200	1,200	1,200	0.0%
52110	Telephone	28,689	46,575	31,350	32,900	-29.4%
52160	Professional Services	43,743	72,729	72,729	54,002	-25.7%
52391	Software License & Maintenance	16,345	23,000	23,000	23,000	0.0%
52300	Contracted Services	-	16,000	16,000	16,000	0.0%
52650	Repairs-Communications	8,650	8,650	8,650	8,650	0.0%
	Total Contracted Services	99,660	169,254	154,029	136,852	-19.1%
53120	Chemicals	6,665	6,500	6,500	6,500	0.0%
53140	Fuel & Lubricants	83,121	86,997	63,264	86,123	-1.0%
53150	Supplies-Other	39,361	40,790	30,790	40,790	0.0%
53160	Supplies-Office	5,500	5,500	5,500	5,500	0.0%
53180	Postage	791	1,200	1,200	1,200	0.0%
53240	Repairs-Building Materials	34,287	36,712	36,712	36,712	0.0%
53300	Repairs-Vehicles & Equipment	95,645	75,959	70,959	80,832	6.4%
53340	Uniforms	54,763	86,076	86,076	64,926	-24.6%
5XXXX	Public Education/CFA	-	-	-	10,000	100.0%
	Total Materials and Supplies	320,133	339,734	301,001	332,583	-2.1%
54140	Dues & Subscriptions	1,736	2,015	2,015	10,982	445.0%
54340	Professional Development	58,190	77,724	77,724	92,216	18.6%
54342	Meals	9,155	10,330	10,330	10,465	1.3%
54343	Travel	18,324	18,672	18,672	20,055	7.4%
54910	Safety Items	2,000	2,000	2,000	2,000	0.0%
	Total Other Charges	89,405	110,741	110,741	135,718	22.6%
Total Fire Operations		7,270,567	7,493,308	7,039,350	7,874,304	5.1%

Police

Police Services	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Police Chief	1	1	1	1	1.00	1.00	1.00	1.00
Assistant Chief of Police	2	2	2	2	2.00	2.00	2.00	2.00
Police Commander	4	4	4	4	4.00	4.00	4.00	4.00
Police Sergeant	12	12	12	12	12.00	12.00	12.00	12.00
Police Corporal	17	17	17	17	17.00	17.00	17.00	17.00
Police Officer	60	64	64	66	60.00	64.00	64.00	66.00
Support Services Division Manager	1	1	1	1	1.00	1.00	1.00	1.00
911 Communications Manager	0	1	1	1	0.00	1.00	1.00	1.00
Victim Services Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
911 Shift Supervisor	4	4	4	4	4.00	4.00	4.00	4.00
Crime Scene/Evidence Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Crime Analyst	0	0	0	1	0.00	0.00	0.00	1.00
Police Records Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
911 Telecommunicator	18	21	21	21	18.00	21.00	21.00	21.00
Administrative Assistant, Senior	1	1	1	1	1.00	1.00	1.00	1.00
Crime Scene/Evidence Technician	1	1	1	1	1.00	1.00	1.00	1.00
Parking Coordinator	0	1	1	1	0.00	1.00	1.00	1.00
Administrative Assistant	2	2	2	2	2.00	2.00	2.00	2.00
Police Records Specialist	3	3	3	3	3.00	3.00	3.00	3.00
Parking Technician	4	4	4	4	1.50	1.50	2.13	2.13
Total	133	142	142	145	130.50	139.50	140.13	143.13

Mission Statement

The Police Department is responsible for 911 emergency communications, training, school resource, juvenile, crime prevention, accreditation, grant administration, records and administrative supervision and coordination of all activities and operations within the Police Department. Responsible of protection of life and property, identification and apprehension of offenders, and recovery of lost and stolen property. Addresses those responsibilities through pro-active patrol, responding to calls for service, directing traffic, investigating accidents, conducting criminal investigations, providing emergency response, and participating in other community service activities. Conducts narcotic investigations, provides K-9 services and operates the Crime Stoppers Program.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	12,343,498	12,691,006	12,241,006	13,039,004
Contracted Services	381,447	456,348	456,348	485,679
Materials and Supplies	810,533	837,618	723,873	749,891
Other Charges	81,484	102,782	92,782	102,790
Capital Outlay	0	0	0	0
Total	13,616,962	14,087,754	13,514,009	14,377,364

Goals and Objectives

- Maintain critical communications for all public safety, including 9-1-1 service, for citizens needing police, fire and/or emergency medical services (EMS).
- Provide updates and training for all police department staff for commission, licensing and certification mandates for the State of Texas.
- Delivery of department programs with assistance from local partnerships and citizen involvement, such as:
    - School Resource Officer program with the San Marcos Consolidated Independent School District
    - Hays County Juvenile Probation, Juvenile Detention Center, and Juvenile Courts
    - Citizen's Police Academy and Alumni Association
    - Texas State University ALERRT training center and various internship opportunities
    - Numerous citizen and neighborhood groups
- Maintain police department facilities and grounds for daily and emergency use by staff, city staff, other government agencies, and citizens.
- Conduct events in the community and state-wide promoting the department programs, services, awards and employment opportunities.
- Conduct recruiting and testing of applicants followed by completion of mandated hiring processes to fill openings for licensed staff – Telecommunication Operators and Police Officers.
- Provide public information records and recordings, and conduct investigations of complaints received.
- The Operations Division consists of two entities: The Patrol function, which responds to immediate calls for service, and the Criminal Investigation Division, which performs follow-up investigations on cases generated by patrol officers. While the Patrol and Criminal Investigation functions serve two different roles, they are similarly joined in their mission. That mission is to maintain the public order, protect life and property, and to serve the community through legal and ethical means.
- Officers in these functions perform their duties by detecting and arresting offenders, utilizing proactive crime prevention methods, recovering lost or stolen property, assisting those in need, and participating in hands-on community involvement through problem-solving.

What We Accomplished in 2014-15

- Launched Chief of Police quarterly newsletter – Common Ties – to provide updates on department performance, current trends, and events.
- Conducted two community meetings with citizens at local church for dialog related to race and police relations.
- Conducted refresher defensive tactics training for all officers in defensive counter-measures for incidents involving more violent, well-trained and armed subjects.
- Completed mandated training hours for all department personnel.
- Installed new lighting controls to improve the work environment in 9-1-1 Communications Center.
- Completed numerous employment polygraph examinations with in-house certified examiner. Certified examiner conducts pre-employment polygraph exams for police and fire candidates; and provides exams for criminal investigation division.
- Continued expansion of college internship program, Blue Santa program and Texas Night Out program.
- Coordinated meetings for juvenile investigators, SRO's, and probation officers for multi-disciplinary training, case status reviews, and legal updates.
- Instructed employees of the Hays County Juvenile Detention Center to raise awareness and prevent abuse, neglect or exploitation of juvenile inmates at the facility.
- Utilized detainees from the Hays County Juvenile Detention Center for community service projects on SMPD grounds for clean-up of equipment and landscape.
- Expanded use of social media for Citizen's Police Academy Alumni Association and department resulting in crime tips leading to the identification and arrests of felony suspects.
- Completed second annual training with all San Marcos and Hays County school districts and first responders on Standard Response Protocol for multi-hazard responses including: active shooter, weather events and other potential mass casualty incidents. Added 'reunification drill' in this year for first evaluation of how to return children to parents evacuated from a school campus. Training is beneficial in teaching students' the skills to act and seek safety regardless of location.
- Evaluation of Emergency Police Dispatch for 9-1-1 Center scheduling and filling of numerous vacancies.

- Provided classroom for Finance Department use for one year+ during transition and upgrade of new financial system software.
- Expanded recruiting efforts for licensed personnel, Telecommunicator Operators and Police Officers.
- Responded to multiple law enforcement and community needs during the Memorial Day Flood and incidents following the flood in affected areas.
- Began process for converting use of military vehicle, MRAP, for public safety and rescue operations. Able to use during flood event to rescue 25 citizens due to effective readiness level maintained.
- Installed covering over brick parapet wall to stop building leaks of rainwater to interior due to deteriorating brick mortar.
- Replaced evidence/property intake and transitional storage lockers with secure storage locking system.
- **Outlet Malls** – The Outlet Malls of San Marcos present challenges to the department related to specific events and traffic issues. Three events that require coordination of special response are during Holy Week, Tax Free Weekend (typically the first weekend in August) and the weekend after Thanksgiving, also known as "Black Friday". The weekend after Thanksgiving has developed into a 24 hour a day event with hundreds of stores opening at or before midnight on Thanksgiving night. These events require extensive planning with the Police Department taking the lead in coordinating with TxDOT, Engineering, Streets/Traffic Department, Fire and Rescue, and management from both malls. The two foot/bike officers assigned to the Outlet Malls full time are supplemented with officers on overtime for the special events. The Police and Fire Departments operate a full joint-operation Command Post during the events. We continue to manage vehicle and pedestrian mall traffic through effective incident command, traffic direction, and community liaison. The Department has also participated with mall management on an emergency response drill to help us all protect the visitors and this economic resource. The Department has also participated with mall management on an emergency response drill to help us all protect the visitors and this economic resource.
- **Emotionally Disturbed Persons** – Law enforcement officers continue to handle the burden of finding inpatient and outpatient services for the mentally ill. The Police Department added a second full-time officer assigned as a Mental Health Officer. The MHO performs transports to Private and State Hospitals in Austin and San Antonio as well as in Kerrville, TX. They work with the Hays County Court at Law serving Orders of Protective Custody (OPC) as well as assisting the Hays County Sherriff's Office, SMPD Patrol, SRO, Narcotics, CID and the DA's Office with individuals suffering from Mental Illness. The MHOs make home visits with consumers to divert crisis mental health incidents and works in collaboration with MCOT/Scheib assisting local residents, TX State students, and consumers from surrounding communities who rely on local outreach and medical services. Fiscal year to date, the mental health officers handled 485 calls for service and completed 150 case reports related to mental health investigations. There, unfortunately, have been three suicides.
- **Traffic Control** – Citizen complaints of traffic congestion and violations are consistently ranked as a top concern in the annual citizen survey. Patrol officers routinely make traffic contacts in their districts according to their knowledge of problem areas and citizen based complaints. Three full-time motorcycle officers focus on violations in school zones, passing a loading or unloading school bus, and neighborhoods. These officers work only traffic enforcement activities and target areas of the city from which we receive citizen complaints and where they are higher incidents of traffic collisions. With the assignment of traffic complaints being given to the motorcycle officers, the complaints are addressed in a more efficient and timely manner than a patrol officer can often manage due to various priorities and calls for service.
- **San Marcos-Hays County Family Justice Center** – The purpose of the center is to create a multi-agency facility where victims of violent crime, including domestic and dating violence, can have numerous needs met at one location, the 29 acre campus of the Village of San Marcos www.villagecampus.org). Assistant Chief Penny Dunn is the project coordinator for the Family Justice Center, serves as President of the Friends of the Family Justice Center (a non-profit organization), and a board member of the Village of San Marcos. The project is shovel ready and the capital campaign began in May with major donations of $25,000 Walton Group, $30,000 from the Peace, Love, and Happiness Foundation, and a $500,000 donation from an anonymous donor.
- **Downtown District** – The bar closing hours were changed to 2:00 a.m. seven days a week in May 2009 resulting in increased demand of police resources. The foot/bike unit for the Downtown District was expanded from two officers to four this past year, however due to vacancies, these slots have not been filled

yet. While the department worked to hire and train the new officers, an agreement was reached with the TX State University Police Department which allowed the department to hire off-duty officers from that agency to supplement our patrol staffing in the downtown area.

- **Sex Offender Registration Program** - The Sex Offender Registration Compliance Program works to serve as the core of an aggressive enforcement program related to sex offenders. The Criminal Investigation Division collaborates with the Patrol Division and Records Division in making random compliance checks on local registered sex offenders. The number of registered sex offenders living in San Marcos varies but currently there are 62 registered with the department as living in San Marcos. Due to staffing shortages and growing caseloads, no sex offender checks have been done by CID in 2014. Currently information about noncompliance is communicated to CID by other law enforcement agencies, concerned citizens or records personnel when the offender comes into PD to register.
- **SWAT** – The San Marcos/Hays County SWAT Team has continued its average of about one call out per month and monthly training cycles where operators attend at least 16 hours of training. The team continues to be an active part of the LESET group that works with regional agencies to allow access to regional assets and aids us in securing additional tactical equipment. The team hosted a regional competition with other SWAT teams to build relationships which are critical during very large, complicated tactical calls. Working under these regional agreements from the Capital Area Council of Governments, the team responded to Blanco County to assist on a barricaded suspect. These kind of efforts save expensive resources through sharing. The majority of the team's members conduct regular training for their respective agencies with officers from SMPD providing an additional 60+ hours of refresher training for the patrol division to include felony stops, firearms, SABA (self aid/buddy aid), active shooter and low light. The team also continues to be an active part of the community by participating in the Citizens Police Academy and other various functions within in the city and county. After a 40 hour training week, the team worked with multiple agencies and emergency services disciplines to practice integrated response concepts. These concepts get EMS and fire into a 'warm' zone faster to help saved injured person's lives.
- **Crime Victims Services** (CVS) – The Crime Victims Coordinator, Roya Williamson, manages 7 volunteers who assist in reaching out to victims of crime in San Marcos. The CVS unit served 1,289 new crime victims during the year and continued services for 478 crime victims from the prior year. The total number of victims served was 1,737. The CVS unit provided training and presented information for law enforcement professionals and citizens around the community during 55 presentations and health fairs with more than 2,048 attendees. The Crime Victim Services Coordinator provides victim services refresher and update information as part of the officer in-service training. Roya is in the process of establishing the Hays County Regional Critical Incident Stress Management (CISM) Team. This team will be a multi-agency effort to include San Marcos Police Department, San Marcos Fire Department, Hays County Sheriff's Office, Texas State University Police Department, Kyle Police Department, Kyle Fire Department, Buda Police Department and EMS. Neighboring law enforcement agency, Kyle Police Department (KPD) experienced a tragic incident where their victim services coordinator, who was seven months pregnant, was murdered. During this traumatic incident, Roya provided direct care to not only the victims' family members, but also the staff at Kyle Police Department. Assistance provided included completion of crime victim compensation application for victim and claimants, accompaniment to the family and assistance through meetings with the funeral home, law enforcement representatives and selected church to coordinate large scale funeral arrangements, assisted KPD staff by coordinating CISM sessions that were conducted by Travis County Sheriff's Office CISM team members, coordinated the provision of continued victim services to the Kyle community including responding to call-outs as needed . During the 2015 Memorial Week-end Floods, assisted in staffing the Emergency Operation Center (EOC) as a call-taker for the week following the event as well as coordinating CISM sessions for area fire-fighters/first responders involved in the search effort, several departments within the City of San Marcos staff members, CTMC ER staff and the EOC. Roya continues to be an active member of several organization boards which include Friends of the Family Justice Center (Treasurer), the Village of San Marcos (Treasurer), Texas Victim Services Association (Region B Coordinator which covers 39 counties), Central Texas Medical Center – Women's Council Foundation and the Hays Caldwell Council on Alcohol and Drug Abuse.
- **Bank Robbery Initiative Consortium (BRIC)** - The department continued its participation in this group aimed at addressing prevention of bank robberies and apprehension of bank robbery suspects along the IH-35 corridor. The department is the host of quarterly meetings of the BRIC members that includes federal,

state, and local law enforcement and bank officials within the Central Texas area (San Antonio to Austin). Meetings provide an opportunity to network with agencies and bank security managers, share intelligence, gain insight into banking operations, learn about breakthrough technology and security measures, and make recommendations to the banking leaders about operational issues and investigative requirements.

- **Evidence Section –** Continued evidence and property disposition projects involving research, obtaining order for destruction, removal from storage, and transport; or on-site destruction with a portable incinerator, for destruction of more than 4,000 items of evidence and property. 594 items were submitted to crime labs in 2014 for forensic analysis with multiple DNA CODIS hits and AFIS hits for fingerprint evidence recovered at crime scenes. Over 2,137 pounds of biological and illegal drug evidence was destroyed per court order and approximately 39 guns. Historical input of evidence and property stored at SMPD is being entered in the new tracking and inventory system implemented in 2013. In the first nine months 601 pounds of medications were left in the secure depository located in the SMPD front lobby by citizens. These items are properly disposed of to prevent contamination of water and land. Approximately 40 old unanalyzed SANE kits sent to private out of state lab as part of grant. (These were old cases that for whatever reason were never submitted to any lab for analysis. Due to their age, some dating back to the 90's, and case status, they could not be submitted to DPS for analysis). Getting these cases submitted under the grant brought us into compliance with SB1636 which was passed in 2011. A huge accomplishment for this year was the finalization of a long needed project to clean out the evidence vaults so that audits can be better performed in the future. Multiple in-house staff from multiple divisions assisted over a weeks' time in June to touch 30,065 pieces of evidence stored, conduct research, and purge 19,890 pieces of property no longer needed. A much more manageable 10,175 were returned to the vaults and cataloged.
- **Noise in Neighborhoods** – Since Fall 2007, staff and the community have problem-solved the enforcement issues of noise violations and nuisance conditions throughout the City. Using the SARA problem-solving model, recommendations were made for short, medium, and long-term solutions to include a universal application of strategies with customized plans for specific problem locations. From 2009 to 2010, the total number of noise complaints dropped 4.0% and the percentage of noise related to overall calls for service decreased slightly from 7.8% to 6.6%. Corresponding drops in calls for service related to noise continued to decrease in 2014 and estimated into 2015. Compared to 2007, calls for service related to noise were down 24.8% in 2013. Through 2014, an estimated 1969 hours of uncommitted time has been made available to dedicate staff elsewhere rather than engaging in loud parties.
- **The ACT (Achieving Community Together) Campaign** is a collaborative effort of the City of San Marcos and Texas State University to work together on common values, mission, and goals. Formed in June 2008, ACT is the result of innovative problem-solving and citizen participation. This historic effort is the first time stakeholders have come together on a large scale to promote positive relations between student and non-student residents through education, community connectedness, and resources.
- **Criminal Investigations Division**

  Criminal investigations assisted patrol in augmenting patrol officer staffing shortage issues which impacted their ability to keep up with the case load as needed. While this was an effective stop gap measure, we were able to revive the temporary/rotating detective position back after staffing levels on patrol met minimums. The division has been meeting with the District Attorney's office to educate each other about and to streamline the case intake process. We have also been working with DAs office to allow access to COBAN videos. The CID Commander continued to coordinate Background investigations for Administration, a process which will return later this fiscal year. We obtained a military surplus generator for use on crime scenes to better aid our needs out in the field away from utilities. We designed a CIS report for property module to locate evidence from 2008-2012 and obtained wireless internet access with a mifi device that would allow for hotspot on crime scenes. We were very happy to be able to hire a crime analyst who has already been very busy assisting in a number of investigations and looking at crime trends. The CID Commander began functioning as Morton compliance officer which usually involves 5 to 7 emails per day to research and answer questions pertaining to active cases or defendants in jail. Case reviews completed on 5 detectives to verify accountability processes.

What We Plan to Accomplish in 2015-16

- Continued development of local partnerships for an effective regional response through the following projects:

    - CIS/CAD – Public safety reporting and computer aided dispatch shared system with Texas State University Police, Hays County Sheriff's Office, Kyle Police, and Buda Police.
    - Complete training with U.S. Department of Homeland Security Investigation Section and evaluate benefits for cross designation of sworn staff for investigations of human trafficking and other federal offenses committed along the I-35 corridor.
    - Develop further training and working relationships with Federal law enforcement agencies.
- Complete installation and implement the Automated Vehicle Locator (AVL) system for police vehicles through grant funding.
- Remodel interview rooms for effective sound proofing to improve recordings.
- Initiate Federal Emergency Management Administration (FEMA) level training for Incident Management and Command of all employees.
- Complete audit of non-consent tow sign compliance for all properties within city limits.
- Launch new evidence software for collecting, entering, and tracking of evidence in the field using Smartphone technology.
- Continue evaluation and testing of body camera devices used by police officers and parking technicians in the field. Evaluation will include storage limitations and capabilities of cloud storage.
- Conduct department policy review for start of Texas Police Chief's Recognition program certification process.
- Continue to develop community partnerships to positively impact quality of life issues for citizens.
- Continue to provide current technology and equipment to assist officers in their investigation of crime and disorder.
- Increase citizen contacts and community participation and programs associated with the ACT campaign.
- Continue work with agencies and entities for resources and funding to address issues associated with emotionally disturbed persons.
- Provide essential training for investigation of domestic violence, sexual assault, child abuse, police tactics, and police driving.
- Continue work and involvement in Family Justice Center and Village of San Marcos projects.
- Continue to participate in the regional Law Enforcement Standards Education and Training (LESET) Team working in collaboration with law enforcement agencies in the Capitol Area Council of Governments. In addition to SWAT resources, San Marcos Police continue to train and have available two Strike Teams to respond and assist in mutual aid situations. The LESET group continues to seek grant funding to equip and train all regional strike teams so they can work together for a far greater response than most agencies can put together on their own.
- Continue grant funding for the Crime Victim Services program.
- Continue recruiting and adding to the volunteers in the Crime Victims Services unit to an ideal number of 24 volunteers.
- Regenerate Sexual Offender compliance checks.
- Continue participation in the Bank Robbery Initiative Consortium (BRIC).
- Implement a new process by which the department can measure patrol officer activity and encourage high productivity.
- Purchase an updated video forensics computer for CID.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Patrol Calls for service	#	45,755	48,580	51,495
Officer initiated contacts	#	29,433	26,966	27,775
Active cases assigned to detectives	#	1,281	1,132	1,166
Cases sent to District Attorney for prosecution	#	574	373	385
Noise complaints	#	2,284	2,160	2,052
Traffic accidents	#	4,117	4,090	4,212
Traffic stops	#	17,452	17,785	18,141
Evidence items submitted to PD evidence section	#	3,399	3,947	4,578
Evidence items destroyed to PD evidence section	#	4,527	5,724	5,895
Peace Officer Training – Department Goal Of 40 Hours Per Officer Per Year	% Completed	97	40	98
Crime Prevention/Community Service Contacts	#	2,257	10,800	12,000
Citizen Police Academy Graduates	#	30	63	40
Incidents for Police Dept	#	72,200	78,001	80,300
Mean Response Time For Priority 1 Calls	Minutes	6.00	6.29	6.00
Calls Dispatched For San Marcos Fire Department	#	3,351	4,118	4,750
Calls Dispatched For San Marcos/Hays EMS	#	7,358	7,552	7,800
SMPD-Academy class hours	#	2,541	2,500	2,500
SMPD-Academy Students instructed	#	797	400	650

Department Detail

Fund 100 - General Fund
Department 165 - Police Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	2,276,059	-	-	-	0.0%
51110	Workmen'Scompensation	6,841	-	-	-	0.0%
51120	Overtime	179,983	-	-	-	0.0%
51190	Medicare	35,077	-	-	-	0.0%
51200	City Fica	149,345	-	-	-	0.0%
51210	City Tmrs	442,344	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	300,101	-	-	-	0.0%
51300	Stability Pay	41,147	-	-	-	0.0%
51340	Premium Pay	23,255	-	-	-	0.0%
	Total Personnel Services	3,454,152	-	-	-	0.0%
52100	Printing & Publications	1,111	-	-	-	0.0%
52110	Telephone	49,796	-	-	-	0.0%
52115	Cdpd Communications	38,092	-	-	-	0.0%
52130	Equipment-Rent/Lease	80,145	-	-	-	0.0%
52160	Professional Services	7,953	-	-	-	0.0%
52391	Software License & Maintenance	66,737	-	-	-	0.0%
52900	City Share-School Crossing Gds	15,500	-	-	-	0.0%
	Total Contracted Services	259,334	-	-	-	0.0%
53140	Fuel & Lubricants	26,121	-	-	-	0.0%
53150	Supplies-Other	33,191	-	-	-	0.0%
53160	Supplies-Office	7,138	-	-	-	0.0%
53180	Postage	3,512	-	-	-	0.0%
53240	Repairs-Building Materials	68,755	-	-	-	0.0%
53280	Repairs-E-Comm	8,500	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	14,340	-	-	-	0.0%
53340	Uniforms	6,258	-	-	-	0.0%
53360	Supplies-Armory	100,535	-	-	-	0.0%
	Total Materials and Supplies	268,351	-	-	-	0.0%
54140	Dues & Subscriptions	1,180	-	-	-	0.0%
54340	Professional Development	40,217	-	-	-	0.0%
54342	Meals	18,355	-	-	-	0.0%
54343	Travel	15,944	-	-	-	0.0%
	Total Other Charges	75,696	-	-	-	0.0%
Total Police Administration		4,057,532	-	-	-	0.0%

Department Detail

Fund 100 - General Fund
Department 166 - Police Operations

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	5,594,343	8,184,554	7,734,554	8,315,216	1.6%
51110	Workmen'Scompensation	38,010	62,299	62,299	74,827	20.1%
51120	Overtime	657,550	705,258	705,258	713,403	1.2%
51190	Medicare	92,474	134,589	134,589	136,513	1.4%
51200	City Fica	395,407	570,044	570,044	578,288	1.4%
51210	City Tmrs	1,174,938	1,646,614	1,646,614	1,630,418	-1.0%
51220	City Medical/Hospital Insuranc	649,868	995,881	995,881	1,203,829	20.9%
51300	Stability Pay	126,060	191,847	191,847	183,171	-4.5%
51340	Premium Pay	160,695	199,920	199,920	203,340	1.7%
	Total Personnel Services	8,889,347	12,691,006	12,241,006	13,039,004	2.7%
52100	Printing & Publications	10,008	7,100	7,100	7,100	0.0%
52110	Telephone	-	76,100	76,100	79,905	5.0%
52115	Cdpd Communications	-	55,650	55,650	55,650	0.0%
52130	Equipment-Rent/Lease	7,030	78,600	78,600	78,600	0.0%
52160	Professional Services	104,124	41,560	41,560	43,060	3.6%
52300	Contracted Services	-	45,014	45,014	44,514	-1.1%
52391	Software License & Maintenance	-	135,824	135,824	160,350	18.1%
52870	Towing Charges	952	1,000	1,000	1,000	0.0%
52900	City Share-School Crossing Gds	-	15,500	15,500	15,500	0.0%
	Total Contracted Services	122,113	456,348	456,348	485,679	6.4%
53140	Fuel & Lubricants	282,245	333,291	229,546	244,305	-26.7%
53150	Supplies-Other	71,193	96,552	96,552	91,545	-5.2%
53160	Supplies-Office	-	9,675	9,675	9,675	0.0%
53180	Postage	-	3,950	3,950	3,950	0.0%
53240	Repairs-Building Materials	-	62,990	52,990	62,990	0.0%
53250	Repairs-Collision	2,997	4,500	4,500	4,500	0.0%
53280	Repairs-E-Comm	-	8,500	8,500	8,500	0.0%
53300	Repairs-Vehicles & Equipment	120,144	119,250	119,250	135,751	13.8%
53340	Uniforms	63,022	94,810	94,810	84,575	-10.8%
53360	Supplies-Armory	-	100,600	100,600	100,600	0.0%
53400	Supplies-K-9	2,581	3,500	3,500	3,500	0.0%
	Total Materials and Supplies	542,182	837,618	723,873	749,891	-10.5%
54140	Dues & Subscriptions	1,788	3,095	3,095	3,095	0.0%
54330	Investigative Costs	4,000	4,000	4,000	4,000	0.0%
54340	Professional Development	-	55,125	45,125	55,125	0.0%
54342	Meals	-	23,732	23,732	23,740	0.0%
54343	Travel	-	16,830	16,830	16,830	0.0%
	Total Other Charges	5,788	102,782	92,782	102,790	0.0%
Total Police Operations		9,559,430	14,087,754	13,514,009	14,377,364	2.1%

THE CITY OF
SAN MARCOS

Transportation Administration

Public Services Transportation Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Public Services - Transportation	1	1	1	1	1.00	1.00	1.00	1.00
Transportation Engineering Manager	1	1	1	1	1.00	1.00	1.00	1.00
Engineering Technician	1	1	1	1	1.00	1.00	1.00	1.00
Public Services GIS/Technology Specialist	1	1	1	1	0.50	0.50	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Inventory Control Technician	1	1	1	1	1.00	1.00	1.00	1.00
Total	6	6	6	6	5.50	5.50	6.00	6.00

Mission Statement

The Transportation Administration Division provides planning, direction and administrative support services for all divisions within the Public Works Department, including streets and drainage, vehicle maintenance, and inspections.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	480,518	498,916	498,916	523,321
Contracted Services	35,328	33,241	31,224	35,355
Materials and Supplies	14,812	18,114	17,473	21,234
Other Charges	145,231	171,103	171,103	225,124
Capital Outlay	0	0	0	0
Total	675,889	721,374	718,716	805,034

Goals and Objectives

Supports and enhances a high quality of life for the City's residents, businesses and visitors by providing well planned, environmentally sensitive, cost-effective infrastructure and services to promote public health, personal safety, transportation, economic growth, and regional collaboration including:

- Executing City Council vision and goals.
- Infrastructure management, operation, maintenance inventory, and mapping.
- Continue implementation of residential solid waste one-call complaint line and with 24 hr response.
- Ensure reliable quality residential solid waste collection services through effective tracking measures.
- Respond to traffic concerns to citizens in a prompt, efficient manner.
- Manage MS4 Permit.

What We Accomplished in 2014-15

- Update and implement 5-yr Pavement Management Plan.

- Successfully implemented real-time traffic monitoring for emergency management personnel.
- Submitted MS4 Permit to TCEQ.
- Completed approximately 125 traffic counts/studies in response to citizen traffic concern.s
- Completed 2014 Traffic Count Maps.
- Completed cycle counts and yearly inventory of fleet, water/wastewater, Electric, and traffic warehouses.
- Established minimum reorder points using maximo reports for all parts in the four warehouses.
- Issues $1.3 million of inventory warehouse parts.
- Implemented sidewalk maintenance program.
- Created a Storeroom Report for Managers, Asst. Directors and Director.
- Issued and received $5 million of inventory, materials and services.
- Completed ADA Transition Plan for Public Rights-of-Way.
-

What We Plan to Accomplish in 2015-16

- Continue to enhance pavement management system to stabilize annual funding and optimize solid-waste hauler billings to maximize funding source.
- Conduct Pavement Condition survey of all streets in the network.
- Expand sidewalk maintenance program.
- Conduct 2,015 Traffic Counts throughout the City.
- Expand Complete Streets program to maximize roadway efficiencies through striping.
- Continue to audit the drainage utility accounts for proper drainage charges.
- Complete yearly inventory of fleet, water/wastewater, Electric, and traffic warehouses.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Pavement Management	Miles	310	315	317
Sidewalk Management	Feet	502,000	505,000	507,000
Plan Review Assistance	#	30	40	40
Traffic Counts/Studies	#	119	125	125
Special Events/Traffic Management Plans	#	4	9	8
Street cut permits issued	#	195	200	200

Department Detail

Fund 100 - General Fund
Department 175 - Transportation Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	344,796	347,090	347,090	360,422	3.8%
51110	Workmen'Scompensation	336	490	490	599	22.2%
51120	Overtime	3,298	11,593	11,593	11,941	3.0%
51190	Medicare	4,988	5,257	5,257	5,460	3.9%
51200	City Fica	21,326	22,480	22,480	23,347	3.9%
51210	City Tmrs	63,268	65,698	65,698	66,695	1.5%
51220	City Medical/Hospital Insuranc	38,835	42,408	42,408	50,652	19.4%
51300	Stability Pay	1,272	1,500	1,500	1,804	20.3%
51350	Car Allowance	2,400	2,400	2,400	2,400	0.0%
	Total Personnel Services	480,518	498,916	498,916	523,321	4.9%
52100	Printing & Publications	1,200	1,200	1,200	1,200	0.0%
52110	Telephone	7,089	11,567	9,550	10,025	-13.3%
52160	Professional Services	16,029	9,840	9,840	5,000	-49.2%
52300	Contracted Services	720	720	720	5,716	693.9%
52390	Maint Contract-Office Equip	2,155	2,155	2,155	2,155	0.0%
52391	Software License & Maintenance	7,483	7,106	7,106	10,606	49.3%
52650	Repairs-Communications	653	653	653	653	0.0%
	Total Contracted Services	35,328	33,241	31,224	35,355	6.4%
53140	Fuel & Lubricants	5,592	1,187	546	593	-50.0%
53150	Supplies-Other	3,416	8,340	8,340	11,992	43.8%
53160	Supplies-Office	2,827	4,006	4,006	4,006	0.0%
53180	Postage	96	1,010	1,010	1,010	0.0%
53300	Repairs-Vehicles & Equipment	716	500	500	562	12.4%
53340	Uniforms	2,166	2,071	2,071	2,071	0.0%
53420	Supplies-Survey	-	500	500	500	0.0%
53510	Supplies-Drafting	-	500	500	500	0.0%
	Total Materials and Supplies	14,812	18,114	17,473	21,234	17.2%
54140	Dues & Subscriptions	2,090	2,385	2,385	2,265	-5.0%
54340	Professional Development	5,871	11,191	11,191	14,855	32.7%
54342	Meals	3,257	2,775	2,775	2,980	7.4%
54343	Travel	6,031	8,825	8,825	8,825	0.0%
54805	Indirect Costs - Electric Util	127,053	143,550	143,550	193,822	35.0%
54910	Safety Items	929	2,377	2,377	2,377	0.0%
	Total Other Charges	145,231	171,103	171,103	225,124	31.6%
Total Transportation Administration		675,888	721,373	718,715	805,034	11.6%

Traffic Division

Public Services Transportation - Traffic	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Traffic Control Crew Leader	2	2	2	2	2.00	2.00	2.00	2.00
Traffic Control Equipment Oper II	1	2	2	2	1.00	2.00	2.00	2.00
Traffic Control Equipment Oper I	5	4	4	4	5.00	4.00	4.00	4.00
Total	8	8	8	8	8.00	8.00	8.00	8.00

Mission Statement

To provide the citizens of San Marcos with a safe driving environment.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	429,188	448,600	448,600	539,014
Contracted Services	65,587	75,936	75,936	115,936
Materials and Supplies	252,696	205,870	162,302	160,936
Other Charges	3,188	4,338	4,838	4,254
Capital Outlay	0	0	0	0
Total	750,659	734,744	691,676	820,140

Goals and Objectives

Execute City Council's vision and goals by providing top quality, professional, effective, and timely traffic signal, pavement striping, signage, school zone, and traffic control operation and maintenance services to residents, businesses and internal customers including:

- Improving livability through clean, well-maintained, and visible cross-walks, pavement markings, and striping.
- Managing and maintaining the City's pavement striping and signage to beautify our community and reduce the City's exposure to liability.
- Supporting economic development and mobility through well-maintained traffic signals.
- Leveraging existing resources by seeking grants and by enhancing inter-agency opportunities.
- Fostering collaborative opportunities with other agencies and individuals to improve service delivery.
- Continuing focus on high-quality service and customer satisfaction.

What We Accomplished in 2014-15

- Maintain GPS Opticom pre-emption system on 50 major signalized intersections.
- Successfully implemented special event, traffic control plan for Texas Commencements.
- Successfully installed video server for real-time traffic observation by emergency management personnel.
- Maintained 48 traffic signals.

- Established a street sign replacement/management program with scheduled intervals based on funding level.
- Installed signs, barricades, and traffic control for 9 city sponsored parades and special events including: Veterans' Day, Texas Trail Riders, Texas Bike Race, Dies Y Seis, Sights and Sounds, tax free weekend, Texas Nature, LBJ two-way demonstration, black Friday etc.)
- Repaired or installed 700 street name and traffic control signs.
- Assisted in 5 neighborhood cleanups.
- Completed 60 work orders for centerline striping, parking lots, and crosswalks.
- Installed RRFB ped crossing system with in pavement LEDs.
- Installed 4 solar powered stop-sign red flash beacons.
- Made and installed 60 signs for other departments.
- Initiated inventory of signage using GPS mapping technology.
- Completed city wide night-time sign retro-reflectivity inspection.
- Implemented 4 Residential Parking Zones.
- Completed 100,000 sqr tree and vegetation clearing within city ROW.
- Inspected 48 signalized intersections.
- Installed 4 driver feedback signs.

What We Plan to Accomplish in 2015-16

- Replace old signage to meet new federal sign reflectivity requirements
- Continue updating inventory of signage using GPS mapping technology.
- Continue to maintain and upgrade traffic signal system.
- Continue to maintain and upgrade Opticom Emergency Preemption System.
- Continue tree and vegetation clearing program with scheduled intervals based on funding level.
- Establish a pavement marking program with scheduled intervals based on funding level.
- Continue/enhance street sign replacement/management program with scheduled intervals based on funding level.
- Continue to provide a safe driving environment for the citizens of San Marcos.
- Continue to provide help to implement Residential Parking Zones.
- Inspect 48 signalized intersections.
- Installed signs, barricades, and traffic control for 8 city sponsored parades and special events including: Veterans' Day, Texas Trail Riders, Texas Bike Race, Dies Y Seis, Sights and Sounds, tax free weekend, Texas Nature, black Friday etc.).

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Sign Repair	Each	852	700	700
Striping Workorders	Each	68	15 ln miles	15 ln miles
New Sign Installations	Each	135	135	135
Brush & Tree Removal	Each	208	100,000 sqrt	100,000 sqrt
Set/Remove Barricades	Each	81	80	80
Traffic Signal Repairs and Inspections	Each	68	75	75
School Zone Light Repairs	Each	15	14	14
Pavement Markings Workorders	Each	28	30	30

Department Detail

Fund 100 - General Fund
Department 176 - Traffic Division

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	276,786	291,658	291,658	347,911	19.3%
51110	Workmen'Scompensation	4,666	6,953	6,953	9,770	40.5%
51120	Overtime	10,906	11,427	11,427	11,770	3.0%
51190	Medicare	3,987	4,435	4,435	5,264	18.7%
51200	City Fica	17,048	18,966	18,966	22,501	18.6%
51210	City Tmrs	52,535	55,797	55,797	64,691	15.9%
51220	City Medical/Hospital Insuranc	60,777	56,544	56,544	73,868	30.6%
51300	Stability Pay	2,484	2,820	2,820	3,240	14.9%
	Total Personnel Services	429,188	448,600	448,600	539,014	20.2%
52110	Telephone	2,604	2,976	2,976	2,976	0.0%
52130	Equipment-Rent/Lease	2,641	738	738	738	0.0%
52160	Professional Services	32,353	10,000	10,000	15,000	50.0%
52300	Contracted Services	27,270	60,800	60,800	95,800	57.6%
52380	Repairs-Signalization	-	-	-	-	0.0%
52650	Repairs-Communications	718	1,422	1,422	1,422	0.0%
	Total Contracted Services	65,587	75,936	75,936	115,936	52.7%
53140	Fuel & Lubricants	10,516	10,718	7,150	5,128	-52.2%
53150	Supplies-Other	5,553	5,781	5,781	5,781	0.0%
53160	Supplies-Office	239	400	400	400	0.0%
53300	Repairs-Vehicles & Equipment	7,380	5,745	5,745	6,401	11.4%
53340	Uniforms	5,696	4,837	4,837	4,837	0.0%
53560	Signs - Traffic	69,106	66,689	46,689	46,689	-30.0%
53570	Supplies - Pavement Marking	47,008	54,246	34,246	34,246	-36.9%
53580	Supplies - Signalization	107,196	57,454	57,454	57,454	0.0%
	Total Materials and Supplies	252,696	205,870	162,302	160,936	-21.8%
54340	Professional Development	-	500	500	416	-16.8%
54342	Meals	868	840	840	840	0.0%
54343	Travel	1,124	1,500	1,500	1,500	0.0%
54910	Safety Items	1,197	1,498	1,498	1,498	0.0%
	Total Other Charges	3,188	4,338	4,338	4,254	-1.9%
Total Traffic Division		750,659	734,744	691,176	820,140	11.6%

Street Division

Public Services Transportation - Streets	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Street and Drainage Manager	1	1	1	1	1.00	1.00	1.00	1.00
Streets Control Maintenance Crew Leader	3	3	3	4	3.00	3.00	3.00	4.00
Street Equipment Operator II	4	4	4	6	4.00	4.00	4.00	6.00
Street Equipment Operator I	6	6	6	8	6.00	6.00	6.00	8.00
Total	14	14	14	19	14.00	14.00	14.00	19.00

Mission Statement

To support the City Council mandate and insure that 18 lane miles of City streets are overlaid while doing daily maintenance to insure the citizens of San Marcos have safe and drivable streets.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	842,586	1,070,386	1,045,386	1,328,418
Contracted Services	65,254	83,450	83,450	203,046
Materials and Supplies	1,016,162	1,345,969	1,309,150	1,619,227
Other Charges	7,781	9,080	9,080	8,525
Capital Outlay	0	0	0	0
Total	1,931,783	2,508,885	2,447,066	3,159,216

Goals and Objectives

Execute City Council's vision and goals by providing top quality, professional, effective, and timely street and right-of-way operation and maintenance services to residents, businesses and internal customers including:

- Managing and maintaining the City's infrastructure to beautify our community and reduce the City's exposure to liability.
- Continuing focus on high-quality service and customer satisfaction.
- Improving livability through clean, well-maintained, and accessible streets, sidewalks, right-of-way, and roadside vegetation.
- Leveraging existing resources by seeking grants and by enhancing neighborhood volunteer opportunities.
- Supporting economic development through well-maintained roads, right-of-way, and infrastructure.
- Fostering collaborative opportunities with other agencies and individuals to improve service delivery.

What We Accomplished in 2014-15

- Completed 12 lane-miles of street overlay and surface treatments including Dunbar Phase I, Dunbar Phase II, the Hills of Hays Overlay Project, North L.B.J. from University to Woods St and the Alley in between University Dr. and Hutchison St.
- Slurry Sealed 5.03 lane miles in the River Ridge Business Park and River Road.
- Completed a City-wide pavement condition assessment.
- Swept the Central Business District and gateways twice monthly; and all City streets at least 4 times annually.
- Initiated Street Sweeping contract for Downtown and gateways.
- Continued crack sealing program and completed 20 lane miles.
- Provided assistance with all parade events.
- Supported other departments as needed.
- Patched 210 potholes.
- Patched 150 utility repairs and street cuts for water and wastewater division.
- Assisted with Neighborhood Cleanup events.
- Installed ADA ramps and sidewalks in the Dunbar neighborhood; Hills of Hays Neighborhood; and N L.B.J. St.
- Swept 90 lane miles at the San Marcos Municipal Airport.

What We Plan to Accomplish in 2015-16

- Complete 12 lane-miles of street overlay.
- Continue to develop pavement management system to monitor, assess, evaluate, and repair street system utilizing most cost-effective measure.
- Continue daily street maintenance. (street cut repairs, pot hole repairs, shoulder repairs, etc.).
- Complete 20 lane-miles of crack sealing.
- Continue and expand street sweeping program to increase cleaning intervals.
- Enhance sidewalk maintenance program.
- Continue street renovation program.
- Provide support for specials projects as needed.
- Install new sidewalks and fill in gaps in neighborhoods and streets.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Street Cuts	Each	168	150	150
Pot Holes	Each	215	220	220
Street Minor Reconstruction	Miles	1.5	.5	.5
Crack Seal	Miles	3.6	20	20
Overlay/Surface Treatment	Miles	16.8	14	14

Department Detail

Fund 100 - General Fund
Department 177 - Street Division

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	559,917	695,577	670,577	852,301	22.5%
51110	Workmen'Scompensation	9,467	13,770	13,770	19,478	41.5%
51120	Overtime	21,615	34,778	34,778	35,821	3.0%
51190	Medicare	8,213	10,706	10,706	12,981	21.3%
51200	City Fica	35,116	45,772	45,772	55,499	21.3%
51210	City Tmrs	104,923	134,658	134,658	159,561	18.5%
51220	City Medical/Hospital Insuranc	96,003	127,224	127,224	185,724	46.0%
51300	Stability Pay	7,332	7,900	7,900	7,052	-10.7%
	Total Personnel Services	842,586	1,070,386	1,045,386	1,328,418	24.1%
52110	Telephone	3,068	4,064	4,064	5,000	23.0%
52130	Equipment-Rent/Lease	1,402	15,000	15,000	13,660	-8.9%
52300	Contracted Services	30,000	30,000	30,000	30,000	
52650	Repairs-Communications	784	4,386	4,386	4,386	0.0%
52670	Street Maintenance	-	-	-	-	0.0%
52680	Sidewalks	30,000	30,000	30,000	150,000	400.0%
	Total Contracted Services	65,254	83,450	83,450	203,046	143.3%
53100	Asphalt	613,886	913,893	913,893	1,213,893	32.8%
53111	Street Use/Permit Fee Overlay	211,276	245,808	245,808	245,808	0.0%
53140	Fuel & Lubricants	58,057	75,867	49,048	43,126	-43.2%
53150	Supplies-Other	23,038	23,154	23,154	22,904	-1.1%
53160	Supplies-Office	115	391	391	391	0.0%
53300	Repairs-Vehicles & Equipment	67,774	53,221	43,221	59,470	11.7%
53340	Uniforms	8,238	5,550	5,550	5,550	0.0%
53800	Base Material	25,037	19,345	19,345	19,345	0.0%
53830	R C Tack Oil	8,740	8,740	8,740	8,740	0.0%
	Total Materials and Supplies	1,016,162	1,345,969	1,309,150	1,619,227	20.3%
54140	Dues & Subscriptions	184	184	184	200	8.7%
54340	Professional Development	3,604	3,900	3,900	4,004	2.7%
54342	Meals	813	880	880	880	0.0%
54343	Travel	-	875	875	200	-77.1%
54910	Safety Items	3,180	3,241	3,241	3,241	0.0%
	Total Other Charges	7,781	9,080	9,080	8,525	-6.1%
Total Street Division		1,931,782	2,508,885	2,447,066	3,159,216	25.9%

Community Services Administration

Community Services Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Executive Director of Community Services	1	1	1	1	1.00	1.00	1.00	1.00
Community Services Operations Manager	1	1	1	1	1.00	1.00	1.00	1.00
Fleet/Facilities/Transit Manager	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
Construction Manager	0	0	1	1	0.00	0.00	1.00	1.00
Grants Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Total	4.67	4.67	5.67	5.67	4.67	4.67	5.67	5.67

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	641,372	621,662	621,662	708,836
Contracted Services	850	900	900	945
Materials and Supplies	516	1,200	1,200	1,200
Other Charges	1,007	3,325	3,325	3,325
Capital Outlay	0	0	0	0
Total	643,745	627,087	627,087	714,306

Department Detail

Fund 100 - General Fund
Department 123 - Community Services Admin

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	467,560	452,957	452,957	509,994	12.6%
51110	Workmen'Scompensation	1,482	2,223	2,223	2,917	31.2%
51120	Overtime	3,050	1,350	1,350	1,391	3.0%
51190	Medicare	6,712	6,701	6,701	7,531	12.4%
51200	City Fica	27,891	27,058	27,058	30,281	11.9%
51210	City Tmrs	84,889	83,523	83,523	91,838	10.0%
51220	City Medical/Hospital Insuranc	42,018	40,052	40,052	56,844	41.9%
51300	Stability Pay	3,572	3,597	3,597	3,841	6.8%
51350	Car Allowance	4,200	4,200	4,200	4,200	0.0%
	Total Personnel Services	641,372	621,662	621,662	708,836	14.0%
52110	Telephone	850	900	900	945	5.0%
	Total Contracted Services	850	900	900	945	5.0%
53150	Supplies-Other	180	500	500	500	0.0%
53160	Supplies-Office	8	500	500	500	0.0%
53180	Postage	329	200	200	200	0.0%
	Total Materials and Supplies	516	1,200	1,200	1,200	0.0%
54140	Dues & Subscriptions	-	325	325	325	0.0%
54340	Professional Development	973	1,000	1,000	1,000	0.0%
54342	Meals	34	500	500	500	0.0%
54343	Travel	-	1,500	1,500	1,500	0.0%
	Total Other Charges	1,007	3,325	3,325	3,325	0.0%
Total Community Services Admin		643,746	627,087	627,087	714,306	13.9%

Neighborhood Services

Community Services Neighborhood Services	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Fire Marshal	1	1	1	1	1.00	1.00	1.00	1.00
Assistant Fire Marshal	1	1	1	1	1.00	1.00	1.00	1.00
Neighborhood Services Officer, Sr	1	1	1	1	1.00	1.00	1.00	1.00
Neighborhood Services Officer	2	4	4	4	2.00	3.50	3.50	3.50
Community Liaison	1	1	1	1	0.48	0.48	0.48	0.48
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Total	7	9	9	9	6.48	7.98	7.98	7.98

Mission Statement

The mission of the Neighborhood Services Department is to provide the highest quality service with the greatest efficiency. The Marshal Department strives to conduct comprehensive code enforcement that fosters voluntary compliance, effects prompt correction of noted violations, and that is consistent, fair and equitable in its application. Compliance is gained by focusing public education on the City's codes and state laws relevant to nuisance, zoning, environment and consumer health standards.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	510,900	614,083	614,083	644,921
Contracted Services	79,515	68,894	70,150	100,625
Materials and Supplies	70,745	62,626	57,396	57,972
Other Charges	9,517	10,586	10,586	10,586
Capital Outlay	0	0	0	0
Total	670,677	756,189	752,215	814,104

Goals and Objectives

- Neighborhood Services is dedicated to enforce code related ordinances striking a balance between the needs of our long-term citizens and transient populations.
- We pride ourselves on our relationship with our customers through comprehensive programs designed to meet and exceed their expectations. We listen first and actively seek input and feedback from our citizens, making customer service second only to the safety our personnel.
- The organization will set goals and objectives that focus on creative and innovative solutions to any and all problems. We will actively participate in our community projects and programs, even those not traditionally a part of the Fire or Emergency Service.
- Integrate all building and site inspection practices into a cohesive and seamless operation. Decrease inspection wait times through more efficient process development.

What We Accomplished in 2014-15

- The Neighborhood Services Department Division has been created combining all inspection practices under one functional unit using virtual technology. We have finished development for Fire Inspection program.
- The division has implemented, and intends to expand, the nuisance abatement program within the City in an effort to enhance quality of life for its citizens. Reverse electronic communication back to the customer was implemented to notify persons to status of complaints.
- Neighborhood Services has readied an updated comprehensive construction codes and regulation document to facilitate construction within the city.
- Building Inspection and Engineering Inspections has retrained and tasked inspectors to reduce on-site inspection overlap. Redirection of large scale project management will ensure value rated production from third party vendors.
- Emergency Management has re-certified our comprehensive Hazard Mitigation program for the City and maintains and advanced level planning tool opening up grants for CDBG and other federal redevelopment programs.
- Emergency Management obtained an Advanced Readiness certification from the State of Texas Department of Emergency Management – Texas Department of Public Safety. This ensures recovery funding during disaster.

What We Plan to Accomplish in 2015-16

- Implement new fire inspection software program created for use on MPN systems for the public.
- Bring new personnel on-line and increase overall impact of code services to the community.
- Begin the Beautification Overlay enforcement program covering all the major arterial roads into the city.
- The division overall plans to increase our training and professional development program to include more broad based courses and increased certification levels for our personnel.
- Working in concert with other departments we plan to implement new methodologies to deal with continuous code compliance issues and enhance the planning capability related to Emergency Management.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
R-1 Violations	Cases	56	35	57
Junk Vehicle Removed	#	301	350	400
Investigations of Fire	Cases	5	6	3
Complaints Originated by Officers	Cases	1,198	1,200	1,250
Education of Public (Fire Safety)	#	11,231	12,221	12,000
Education of Public (Code Enforcement)	#	3,745	3,590	4,000
Education of Public (Emerg Mgmt Courses)	#	745	800	1,000
Inspections Completed (Building and CIP)	#	8,432	9,000	9,000

Department Detail

Fund 100 - General Fund
Department 124 - Neighborhood Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	360,270	423,976	423,976	440,138	3.8%
51110	Workmen'Scompensation	1,515	2,382	2,382	2,899	21.7%
51120	Overtime	19,601	14,013	14,013	14,433	3.0%
51190	Medicare	5,247	6,394	6,394	6,640	3.8%
51200	City Fica	22,439	27,341	27,341	28,387	3.8%
51210	City Tmrs	60,502	80,437	80,437	81,612	1.5%
51220	City Medical/Hospital Insuranc	38,524	56,544	56,544	67,536	19.4%
51300	Stability Pay	2,802	2,996	2,996	3,276	9.3%
	Total Personnel Services	510,900	614,083	614,083	644,921	5.0%
52010	Copier Rental	969	1,200	1,200	1,200	0.0%
52100	Printing & Publications	2,075	2,200	2,200	2,200	0.0%
52110	Telephone	8,916	8,244	9,500	9,975	21.0%
52130	Equipment-Rent/Lease	5,722	6,000	6,000	6,000	0.0%
52160	Professional Services	10,191	10,000	10,000	10,000	0.0%
52300	Contracted Services	31,034	30,000	30,000	30,000	0.0%
52XXX	Beautification Overlay District Program	-	-	-	30,000	100.0%
52390	Maint Contract-Office Equip	150	500	500	500	0.0%
52391	Software License & Maintenance	5,016	6,000	6,000	6,000	0.0%
52650	Repairs-Communications	15,387	4,600	4,600	4,600	0.0%
52870	Towing Charges	55	150	150	150	0.0%
	Total Contracted Services	79,515	68,894	70,150	100,625	46.1%
53140	Fuel & Lubricants	16,415	17,646	12,416	12,227	-30.7%
53150	Supplies-Other	13,591	10,560	10,560	10,560	0.0%
53160	Supplies-Office	2,758	6,720	6,720	6,720	0.0%
53180	Postage	5,372	3,500	3,500	3,500	0.0%
53240	Repairs-Building Materials	5,556	6,000	6,000	6,000	0.0%
53300	Repairs-Vehicles & Equipment	20,728	14,000	14,000	14,765	5.5%
53340	Uniforms	6,324	4,200	4,200	4,200	0.0%
	Total Materials and Supplies	70,745	62,626	57,396	57,972	-7.4%
54140	Dues & Subscriptions	380	400	400	400	0.0%
54340	Professional Development	5,042	6,070	6,070	6,070	0.0%
54342	Meals	935	936	936	936	0.0%
54343	Travel	1,879	1,880	1,880	1,880	0.0%
54910	Safety Items	1,280	1,300	1,300	1,300	0.0%
	Total Other Charges	9,517	10,586	10,586	10,586	0.0%
Total Neighborhood Services		670,676	756,189	752,215	814,104	7.7%

THE CITY OF
SAN MARCOS

Environmental Health

Community Services Environmental Health	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Community Services	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
Chief Sanitarian	1	1	1	1	1.00	1.00	1.00	1.00
Sanitarian	2	2	2	2	2.00	2.00	2.00	2.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Total	4.67	4.67	4.67	4.67	4.67	4.67	4.67	4.67

Mission Statement

Our mission is to provide outstanding services in Environmental Health and Animal Services in order to promote an appropriate level of assurance to the citizens of San Marcos that the environment in which they live, work and play is both safe and healthy. We will accomplish this by best management practices of time, talent and treasure.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	392,284	399,586	399,586	496,599
Contracted Services	18,276	28,170	28,895	28,990
Materials and Supplies	16,674	20,676	19,436	20,093
Other Charges	2,043	4,685	4,685	4,685
Capital Outlay	0	0	0	0
Total	429,277	453,117	452,602	550,367

Goals and Objectives

- We strive to provide outstanding services promoting and protecting the public health and general welfare of citizens and visitors to San Marcos through quality assured food service inspections, food worker training and enforcement of standards and codes of public health.
- Environmental protection of neighborhoods through accredited OSSF program, provision of clean up events and systematic vector control.
- We strive to promote an appropriate level of assurance to the citizens and visitors of San Marcos that the environment in which they live, work, and play is both safe and healthy.
- We will accomplish these goals and objectives through best management practices of time, talent, and treasure.

What We Accomplished in 2014-15

- Actively participated in several community events such as Community Cleanups, Sights and Sounds, San Marcos Recycles Day and KSMB.

- Hosted the annual Central Texas Environmental Health Association Education Conference.
- Conducted 1252 food service inspections.
- Held (4) neighborhood cleanup events removing 386 tons of rubbish and recycling approximately 189 tons of metal, automotive tires and small appliances.
- Inspection and enforcement of grease traps at all restaurant locations for compliance with F.O.G. ordinance.
- Completed HAZWOPER training for staff.
- Collected / Reported 290 river water samples.
- Provided staff support during Memorial Day flood-2015 with debris management and Vector Control.
- Dining with Dog; Ordinance / Variance process.
- Hired/trained new Admin. support personnel.

What We Plan to Accomplish in 2015-16

- Four Community cleanup events.
- Host the Central Texas Environmental Health Association annual Education conference.
- Regulate and enforce TCEQ rules and regulations regarding all OSSF (septic systems) and provide consultation as requested.
- Continue to provide after hours and weekend support service by Sanitarian staff.
- Inspection of all fixed, temporary and mobile food service operations as often as necessary.
- Continue to monitor bacteria levels in the SM River and report as required for recreational use.
- Continue to track and report NLC Discount Prescription Card Program throughout the City.
- Regulate and enforce Smoking in Public Places Ordinance.
- Relocate Environmental Health and Solid Waste Services.
- Add green waste cart and collection service for residential solid waste customers.
- Continue to provide once a month drop off for brushy waste.
- Continue to provide HHW services to residents of Hays County.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Food Establishment Inspections	# Year	1,193	1,200	1,400
Food Establishment Permits	# Issue	432	460	460
River Samples Collected	# Collected	145	145	145
Vector Control	# Acres Treated	31	40	40
Septic System Inspections	# Year	53	50	50
Day Care Centers/Group Homes Inspections	# Year	29	30	30
Emergency Response	# Of Cases	5	5	5
Community Clean Ups	# Year	6	4	4
Grease Trap (F.O.G.) Inspections	# Year	1,190	1,126	1,126

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 100 - General Fund						
Department 125 - Environmental Health						
51100	Salaries	280,414	284,811	284,811	355,510	24.8%
51110	Workmen'Scompensation	397	583	583	788	35.2%
51120	Overtime	-	1,194	1,194	1,230	3.0%
51190	Medicare	3,975	4,220	4,220	5,283	25.2%
51200	City Fica	16,997	18,040	18,040	22,588	25.2%
51210	City Tmrs	50,833	52,782	52,782	64,227	21.7%
51220	City Medical/Hospital Insuranc	34,900	32,984	32,984	39,396	19.4%
51300	Stability Pay	3,168	3,372	3,372	3,576	6.0%
51350	Car Allowance	1,600	1,600	1,600	4,000	150.0%
	Total Personnel Services	392,284	399,586	399,586	496,599	24.3%
52010	Copier Rental	2,061	1,500	1,500	1,500	0.0%
52100	Printing & Publications	1,080	1,320	1,320	1,320	0.0%
52110	Telephone	4,150	3,480	4,205	4,300	23.6%
52160	Professional Services	2,145	8,700	8,700	8,700	0.0%
52300	Contracted Services	3,736	7,870	7,870	7,870	0.0%
52391	Software License & Maintenance	4,800	4,800	4,800	4,800	0.0%
52650	Repairs-Communications	304	500	500	500	0.0%
	Total Contracted Services	18,276	28,170	28,895	28,990	2.9%
53120	Chemicals	1,695	1,900	1,900	1,900	0.0%
53140	Fuel & Lubricants	4,456	4,606	3,366	3,851	-16.4%
53150	Supplies-Other	7,035	9,000	9,000	9,000	0.0%
53160	Supplies-Office	1,282	1,350	1,350	1,350	0.0%
53180	Postage	209	500	500	500	0.0%
53300	Repairs-Vehicles & Equipment	1,363	1,920	1,920	2,092	9.0%
53340	Uniforms	634	1,400	1,400	1,400	0.0%
	Total Materials and Supplies	16,674	20,676	19,436	20,093	-2.8%
54140	Dues & Subscriptions	784	1,050	1,050	1,050	0.0%
54340	Professional Development	547	920	920	920	0.0%
54342	Meals	678	865	865	865	0.0%
54343	Travel	35	1,850	1,850	1,850	0.0%
	Total Other Charges	2,043	4,685	4,685	4,685	0.0%
Total Environmental Health		429,278	453,117	452,602	550,367	21.5%

Animal Services-Animal Control

Community Services Animal Control	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Animal Control Officer	4	4	4	4	4.00	4.00	4.00	4.00
Clerk/Dispatcher	0	0	0	1	0.00	0.00	0.00	1.00
Animal Control Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Total	5	5	5	6	5.00	5.00	5.00	6.00

Mission Statement

The Animal Control Division's mission is to protect the citizens of San Marcos from zoonosis diseases and to protect tangible property from animal related damage and to offer the public a State licensed quarantine facility for the quarantine of suspected rabies cases. The City of San Marcos Animal Shelter is a full service shelter with 24 dog runs, euthanasia facilities, cat holding facilities, quarantine runs for dogs and an isolation room for quarantine cats. These facilities are coordinated and maintained 365 days per year. The Animal Services Division provides response calls for service involving stray animals, non-domestic or wild animals, dead or injured animals, animal related bite cases, and cruelty and neglect investigations.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	267,517	323,842	323,842	349,366
Contracted Services	21,240	23,234	23,935	29,797
Materials and Supplies	29,415	31,243	29,465	25,901
Other Charges	3,687	7,920	7,920	6,945
Capital Outlay	0	0	0	0
Total	321,859	386,239	385,162	412,009

Goals and Objectives

- To provide assistance to the citizens of San Marcos in a manner that protects the health and safety of both the citizens and their pets.
- To become the best Animal Services Division in the State.
- In order to provide this service we will continue to manage all resources placed in our trust at the highest possible level.
- We will make awareness and education a priority in order to gain community support and compliance for the benefit of all pets, pet owners and non-pet owners.

What We Accomplished in 2014-15

- Conducted low cost Rabies clinic.
- Continue to provide education opportunities in schools.

- Coordinating combined efforts with Park Rangers and our ATV Parks Patrol.
- Further improved record keeping and reporting of calls for service and calls taken by adding call disposition.
- Implemented compliance with Rabies Vaccines and City Pet Licensing for impounded animals.
- Participated and served community during 2015 Memorial Day Flood Event.
- Increased presence in public parks and venues.

What We Plan to Accomplish in 2015-16

- Conduct a low cost rabies vaccination clinic.
- Continue extra patrols in the parks.
- Improve compliance with City Pet Licensing and leash laws.
- Obtain Pet First Aid Certification through Red Cross for all ACOs.
- Obtain Texas Certified Cruelty Investigator credentials for all ACOs.
- With addition of 5th ACO, implement extended hours for field services.
- Implement more consistent Park Patrols (with addition of ACO).
- Ordinance Revision.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Citations Issued	#	74	30	100
Dead Animal Pick-up	#	310	300	400
Calls for Service	#	11,566	13,330	16,000
Bite Cases Investigated	#	248	264	300

Department Detail

Fund 100 - General Fund
Department 126 - Animal Service-Animal Control

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	168,293	204,880	204,880	217,630	6.2%
51110	Workmen'Scompensation	1,072	2,091	2,091	2,614	25.0%
51120	Overtime	17,081	16,883	16,883	17,389	3.0%
51190	Medicare	2,559	3,233	3,233	3,421	5.8%
51200	City Fica	10,941	13,827	13,827	14,631	5.8%
51210	City Tmrs	33,259	40,678	40,678	42,064	3.4%
51220	City Medical/Hospital Insuranc	33,032	40,994	40,994	50,652	23.6%
51300	Stability Pay	1,280	1,256	1,256	964	-23.2%
	Total Personnel Services	267,517	323,842	323,842	349,366	7.9%
52100	Printing & Publications	368	390	390	390	0.0%
52110	Telephone	7,129	7,999	8,700	8,700	8.8%
52160	Professional Services	2,458	3,240	3,240	3,240	0.0%
52300	Contracted Services	10,784	10,980	10,980	16,842	53.4%
52390	Maint Contract-Office Equip	500	465	465	465	0.0%
52650	Repairs-Communications	-	160	160	160	0.0%
	Total Contracted Services	21,240	23,234	23,935	29,797	28.2%
53120	Chemicals	2,815	2,816	2,816	2,816	0.0%
53140	Fuel & Lubricants	14,684	16,476	14,698	9,955	-39.6%
53150	Supplies-Other	4,587	4,600	4,600	4,600	0.0%
53160	Supplies-Office	440	451	451	451	0.0%
53300	Repairs-Vehicles & Equipment	2,901	2,500	2,500	3,679	47.2%
53340	Uniforms	3,987	4,400	4,400	4,400	0.0%
	Total Materials and Supplies	29,415	31,243	29,465	25,901	-17.1%
54140	Dues & Subscriptions	-	500	500	425	-15.0%
54340	Professional Development	2,304	3,015	3,015	1,480	-50.9%
54342	Meals	1,108	1,815	1,815	1,980	9.1%
54343	Travel	275	2,590	2,590	3,060	18.1%
	Total Other Charges	3,687	7,920	7,920	6,945	-12.3%
Total Animal Control		321,858	386,239	385,162	412,009	6.7%

Animal Services-Animal Shelter

Community Services Animal Shelter	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Animal Services Manager	1	1	1	1	1.00	1.00	1.00	1.00
Animal Shelter Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Animal Services Clerk	1	1	1	1	1.00	1.00	1.00	1.00
Veterinary Technician	1	1	1	1	1.00	1.00	1.00	1.00
Animal Shelter Technician, Lead	2	2	2	2	2.00	2.00	2.00	2.00
Animal Shelter Technician	6	6	6	6	2.88	2.88	2.88	2.88
Total	13	13	13	13	9.88	9.88	9.88	9.88

Mission Statement

The Animal Shelter Division's mission is to protect the citizens of San Marcos from zoonosis diseases and to protect tangible property from animal related damage and to offer the public a State licensed quarantine facility for the quarantine of suspected rabies cases. The City of San Marcos Animal Shelter is a full service shelter with 24 dog runs, euthanasia facilities, cat holding facilities, quarantine runs for dogs and an isolation room for quarantine cats. These facilities are coordinated and maintained 365 days per year. The Animal Services Division provides response calls for service involving stray animals, non-domestic or wild animals, dead or injured animals, animal related bite cases, and cruelty and neglect investigations.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	414,590	476,262	451,262	524,720
Contracted Services	57,730	73,925	73,925	73,830
Materials and Supplies	94,038	124,587	114,587	126,337
Other Charges	5,929	7,755	7,755	8,250
Capital Outlay	0	0	0	0
Total	572,287	682,529	647,529	733,137

Goals and Objectives

- To provide assistance to the citizens of San Marcos in a manner that protects the health and safety of both the citizens and their pets.
- To become the best Animal Services Division in the State.
- In order to provide this service we will continue to manage all resources placed in our trust at the highest level possible.
- We will make awareness and education a priority in order to gain community support and compliance for the benefit of all pets, pet owners and non-pet owners.

What We Accomplished in 2014-15

- Continued to increase live out come, with increased focus on returns to owner and transfers to rescue.

- Continued to minimize/decrease euthanasia rates while intake has increased.
- Conducted low cost Rabies clinic.
- Conducted 9th annual Spay Day.
- Participated and served community during 2015 Memorial Day Flood Event.
- Implemented consistency with marketing with Facebook maintenance and interactive responses.
- Implemented first annual Volunteer Appreciation Luncheon.

What We Plan to Accomplish in 2015-16

- Continue to increase live outcomes at the shelter.
- Continue to reduce euthanasia through increased transfers, adoptions and public outreach.
- Conduct low cost Rabies clinic.
- Conduct 10th annual Spay Day San Marcos.
- Revise and implement improved sheltering contract with interlocal partners.
- Seek funding for Expansion construction from shelter partners.
- Continue to Improve and Expand Volunteer program to include incentives and recognition.
- Continue to Improve and Expand resources for Public Outreach Programs.
- Implement Foster Program for further decrease in euthanasia (with addition of new position).

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Animal Intake from San Marcos	#	2,558	2,629	3,629
Animal Intake from Hays County	#	1,904	1,925	2,500
Animal Intake from Kyle	#	1,004	952	1,179
Animal Intake from Buda	#	220	257	300
Animals Euthanized	#	2,723	2,555	2,300
Animals Adopted	#	428	500	600
Animals Returned to Owner/Transferred	#	729	1,100	1,350
Volunteers	# Trained Hrs Wkd	263 1,297	85 2,550	150 3,500
Visitors to the Shelter	#	15,585	17,000	18,000

Department Detail

Fund 100 - General Fund
Department 127 - Animal Services-Shelter

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	298,471	334,287	309,287	360,292	7.8%
51110	Workmen'Scompensation	1,512	2,775	2,775	3,718	34.0%
51120	Overtime	2,389	2,320	2,320	2,390	3.0%
51190	Medicare	4,195	4,908	4,908	5,289	7.8%
51200	City Fica	17,936	20,981	20,981	22,603	7.7%
51210	City Tmrs	44,363	52,624	52,624	54,335	3.3%
51220	City Medical/Hospital Insuranc	44,253	56,544	56,544	74,205	31.2%
51300	Stability Pay	1,472	1,824	1,824	1,888	3.5%
	Total Personnel Services	414,590	476,262	451,262	524,720	10.2%
52100	Printing & Publications	1,142	2,200	2,200	2,200	0.0%
52160	Professional Services	-	-	-	-	0.0%
52300	Contracted Services	19,885	14,325	14,325	14,230	-0.7%
52305	Contracted Services-Veterinary	31,320	50,000	50,000	50,000	0.0%
52390	Maint Contract-Office Equip	2,192	2,400	2,400	2,400	0.0%
52391	Software License & Maintenance	3,192	5,000	5,000	5,000	0.0%
	Total Contracted Services	57,730	73,925	73,925	73,830	-0.1%
53120	Chemicals	7,330	7,500	7,500	7,500	0.0%
53140	Fuel & Lubricants	21,490	25,000	15,000	26,250	5.0%
53150	Supplies-Other	11,525	13,555	13,555	13,555	0.0%
53160	Supplies-Office	1,641	2,600	2,600	2,600	0.0%
53240	Repairs-Building Materials	1,919	2,500	2,500	2,500	0.0%
53340	Uniforms	2,918	4,000	4,000	4,500	12.5%
53470	Supplies-Medical	42,385	53,432	53,432	53,432	0.0%
53405	Supplies-Pet Food	4,830	16,000	16,000	16,000	0.0%
	Total Materials and Supplies	94,038	124,587	114,587	126,337	1.4%
54140	Dues & Subscriptions	305	350	350	325	-7.1%
54340	Professional Development	1,389	3,500	3,500	4,300	22.9%
54342	Meals	1,110	1,340	1,340	1,270	-5.2%
54343	Travel	3,125	2,565	2,565	2,355	-8.2%
	Total Other Charges	5,929	7,755	7,755	8,250	6.4%
Total Animal Shelter		572,286	682,529	647,529	733,137	7.4%

Library

Community Services Library	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Community Services	1	1	1	1	1.00	1.00	1.00	1.00
Library - Division Manager	3	3	3	3	3.00	3.00	3.00	3.00
Librarian	3	4	4	4	3.00	4.00	4.00	4.00
Circulation Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Library Assistant	5	5	5	5	5.00	5.00	5.00	5.00
Library Clerk	7	7	7	7	4.55	4.55	4.55	4.55
Library Page	6	6	6	6	2.25	2.25	2.25	2.25
Total	26	27	27	27	19.80	20.80	20.80	20.80

Mission Statement

Our mission is to help make San Marcos a great place to live by providing our citizens with access to an outstanding collection of library materials; entertaining and educational programs for all ages; fast, free computer, Internet, and information services; and comfortable facilities in which to read, relax, and connect with others. We strive to provide truly outstanding customer service and to promote reading and learning as vital, enjoyable, lifelong activities.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,320,868	1,337,076	1,337,076	1,337,631
Contracted Services	47,182	41,669	42,094	54,277
Materials and Supplies	30,968	32,580	32,580	31,499
Other Charges	143,968	149,261	149,261	154,254
Capital Outlay	0	0	0	0
Total	1,542,986	1,560,586	1,561,011	1,577,661

Goals and Objectives

- INSPIRING YOUNG MINDS: Our goal is to inspire children and teens to explore and expand their interests, help them succeed in school, and develop a love of reading by providing them with an abundance of creative programs and access to books, computers, and other learning resources.
- CREATING OPPORTUNITIES FOR ADULTS: Our goal is to make San Marcos a community of choice for adults by providing them with opportunities to improve their academic, work, and life skills; and to enhance their enjoyment of leisure time through reading and lifelong learning.
- PRESERVING OUR PAST: Our goal is to preserve our rich local heritage for future generations by serving as a center for the collection, preservation and use of archival materials related to the San Marcos and Hays County area.

- SHARING RESOURCES 24/7: Our goal is to meet the informational, educational, and recreational needs of our citizens by providing them with convenient access to well-maintained, up-to-date collections of informative and entertaining library materials in a variety of formats.
- BEING A GREAT PEOPLE PLACE: Our goal is to provide our citizens with an attractive, comfortable place for reading and learning, for meetings, and for accessing technology.
- MANAGING FOR GREAT RETURNS: Our goal is to insure that our citizens receive outstanding service and a great return on their investment in our public library.

What We Accomplished in 2014-15

- **YOUTH SERVICES**: Children's program attendance climbed to over 30,000. Services included collaborative programs with United Way, the SM Fire Department, science and art programming, Lego mania, puppet shows, and over 800 storytimes held in the library and throughout the city. We also partnered with the COSM Activity Center and sponsored Streamfest, an all-day festival of art, science, and math activities. Our Super Hero summer reading participants, including summer fun and local daycares, read over 38,000 books in just 8 weeks. This year brought an expansion of our teen programming and a new Teen Advisory Board. Working families regularly attended the Tuesday family night programming which is offered weekly in the summer and monthly during the school year. We visited and made book distributions through El Centro, Head Start, Casa Esperanza, and the SMCISD Sunset Programs.
- **ADULT SERVICES**: Adult program attendance climbed to 12,000. Highlights included Texas Author Day, French, Spanish and sign language classes, beekeeping workshops, concerts, book clubs, foreign films, a philosophy dialogue series, computer classes, and special programs about the Affordable Care Act. We also provided 7,500 hours of GED, ESL, and adult literacy tutoring and an additional 150 computer classes. Special exhibits included a Texas Homestead exhibit sponsored by Texas Humanities and an interactive exhibit about the Edwards Aquifer. Our income tax aid service helped 1,250 low-income and retired people accurately e-file their tax returns. A new partnership with the Retired Faculty and Staff Association of Texas State provided access to lifelong learning classes available free to the whole community.
- **COLLECTION SERVICES**: We cataloged and processed 6,000 new items for the collection and de-accessioned nearly 5,000 items by reviewing the collection for out-of-date and damaged materials. This has become an annual necessity in order to make room for new library materials. We maintained a 250 title periodical collection. Materials from our 160,000 volume collection were checked out over 450,000 times during the year and 20,000 items were placed on reserve.
- **24/7 DIGITAL LIBRARY**: We continued building our e-book service and marketing it under the 24/7 banner. Through joint projects with other central Texas libraries, our patrons now have access to over 8,000 downloadable ebooks and 6,000 downloadable audio books. Our digital services also include access to Cypress Resume, Bookletters, TexShare databases, Heritage Quest, and Learning Express. We promoted these services aggressively with banners, bookmarks, outreach events, Facebook, Instagram, and in-house training programs. We also partnered with SMEU and mailed all city utility customers information about our 24/7 services.
- **ACCESS TO COMPUTERS & INFORMATION**: We provided one-on-one reference services to 35,545 customers. Our public access computers were used over 95,000 times and laptop use of our Wi-Fi system was about 30,000. We implemented the new Navigator system for interlibrary loan services and expanded this service to include lending materials in addition to receiving them.
- **LOCAL HISTORY CENTER**: We have been actively digitizing photos from our local history files and making them accessible on the web. We microfilmed several Hays County papers and indexed another year of the SMDR. We participated in several community history projects including the common experience "In Remembrance of Martin Luther King." With our newly purchased scanner, we hosted workshops on scanning family archives. The National Endowment for the Humanities provided a valuable genealogy workshop on the conservation of family treasures.
- **FACILITIES, GROUNDS, FURNISHINGS, & EQUIPMENT**: We continue to aggressively maintain our aging facility. We are continuing our work with Keep San Marcos Beautiful, the Hays County Master Gardeners, and PARD to revitalize our landscaping. The Friends of the Library have purchased 60 new chairs for our large meeting room and have provided a computer projector that the public can use in this

room. We completed several important computer upgrades this year. We also began taking credit card payments at the circulation desk.

- **OTHER GOOD NEWS**: With our expanded hours, we are now open 7 days per week for a total of 70 hours. Volunteers served 7,000 hours at the library this year. Our Friends group raised over $20,000 for our summer reading and GED programs, books, shelving, landscaping, and equipment. We met regularly with the technology staff and librarians from SMCISD to promote our collection and services. We also participated at school events to issue library cards and provide eBook instruction.

What We Plan to Accomplish in 2015-16

- Maintain or exceed current levels of service in all key performance areas.
- Work with city council, CIP department, and others to explore a possible bond issue for library expansion.
- Continue building and promoting our downloadable e-Book collection and other 24/7 digital services.
- Continue improvements to library webpages including development of online forms and mobile apps.
- Develop a library logo and standardize our pamphlets and promotional materials.
- Continue digitizing local history materials and making them available via the Internet.
- Enhance services to teens and continue to develop the Teen Advisory Board.
- Partner with community educational entities to improve the quality of San Marcos' workforce.
- Work to improve customer service and efficiency throughout our operation.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Citizens enjoy coming to the library to read, learn, and connect with others.	# of visitors	358,576	380,500	384,500
The library is well-used by a large percentage of the San Marcos community.	# of active borrowers	43,852	44,000	45,000
The library collection is well-used because it meets the recreational and educational needs of the community.	# of items borrowed	441,234	454,000	462,500
The library provides citizens and visitors with access to the Internet and other computer resources.	Use Of Computers	124,590	126,600	127,000
The library helps support the educational and recreational needs of children.	Attendance	31,680	31,800	32,000
The library provides adults with GED and literacy tutoring as well as other opportunities for lifelong learning.	Attendance	12,243	12,550	13,100
The library provides citizens with opportunities to give back to their community by doing meaningful volunteer work.	# Hours	7,048	7,500	8,050
The library maintains an up-to-date, well-organized collection of materials to meet the diverse needs of our community.	Volumes	159,082	161,000	162,500
Citizens receive friendly, professional help when they are seeking information or computer instruction.	Reference Assistance	35,545	35,900	36,600

Department Detail

Fund 100 - General Fund
Department 130 - Library

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	935,402	934,067	934,067	915,690	-2.0%
51110	Workmen'Scompensation	617	977	977	1,129	15.6%
51190	Medicare	13,195	13,776	13,776	13,498	-2.0%
51200	City Fica	56,420	58,927	58,927	57,722	-2.0%
51210	City Tmrs	161,757	164,561	164,561	156,958	-4.6%
51220	City Medical/Hospital Insuranc	138,815	148,428	148,428	177,282	19.4%
51300	Stability Pay	12,262	13,940	13,940	11,152	-20.0%
51350	Car Allowance	2,400	2,400	2,400	4,200	75.0%
			-			
	Total Personnel Services	1,320,868	1,337,076	1,337,076	1,337,631	0.0%
52010	Copier Rental	2,641	2,910	2,910	2,910	0.0%
52100	Printing & Publications	1,406	1,394	1,394	1,600	14.8%
52110	Telephone	591	600	1,025	1,076	79.3%
52170	Microfilming	1,660	1,660	1,660	1,660	0.0%
52391	Software License & Maintenance	28,083	22,505	22,505	34,631	53.9%
52395	Digital Materials Subscription	12,000	12,000	12,000	12,000	0.0%
52722	Book Bindery Services	800	600	600	400	-33.3%
	Total Contracted Services	47,182	41,669	42,094	54,277	30.3%
53150	Supplies-Other	9,679	9,700	9,700	12,380	27.6%
53160	Supplies-Office	14,455	14,680	14,680	12,000	-18.3%
53180	Postage	4,235	5,600	5,600	4,200	-25.0%
53300	Repairs-Vehicles & Equipment	2,600	2,600	2,600	2,919	12.3%
	Total Materials and Supplies	30,968	32,580	32,580	31,499	-3.3%
54130	Periodicals	13,753	13,770	13,770	14,994	8.9%
54140	Dues & Subscriptions	740	1,150	1,150	1,150	0.0%
54320	Mileage	478	449	449	300	-33.2%
54340	Professional Development	665	1,085	1,085	1,085	0.0%
54342	Meals	186	450	450	450	0.0%
54343	Travel	1,191	1,750	1,750	1,750	0.0%
61090	Books & Materials	126,955	130,607	130,607	134,525	3.0%
	Total Other Charges	143,968	149,261	149,261	154,254	3.3%
Total Library		1,542,987	1,560,586	1,561,011	1,577,662	1.1%

Parks and Recreation

Community Services Parks and Recreation	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Community Services	1	1	1	1	1.00	1.00	1.00	1.00
Athletics Program Manager	1	1	1	1	1.00	1.00	1.00	1.00
Recreation Programs Manager	1	1	1	1	1.00	1.00	1.00	1.00
Habitat Conservation Plan Manager	1	1	1	1	1.00	1.00	1.00	1.00
Parks Operations Manager	1	1	1	1	1.00	1.00	1.00	1.00
Youth Services Manager	0	1	1	1	0.00	1.00	1.00	1.00
Beautification Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Athletic Program Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Recreation Programs Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Recreation Programs Specialist	1	1	1	1	0.50	0.50	0.50	0.50
Facilities / Events Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Parks Maintenance Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Parks Maintenance Crew Leader	2	3	3	3	2.00	3.00	3.00	3.00
Parks/Facilities Worker	5	6	6	6	5.00	6.00	6.00	6.00
Parks/Facilities Specialist	2	6	6	6	2.00	6.00	6.00	6.00
Maintenance - Athletic Fields	0	0	0	2	0.00	0.00	0.00	2.00
Nature Center Program Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Naturalist	0	0	0	1	0.00	0.00	0.00	0.50
Summer Program Coordinator	1	1	1	1	0.27	0.27	0.27	0.27
Summer Assistant Program Coordinator	1	1	1	1	0.23	0.23	0.23	0.23
Summer Playground Site Supervisor	2	2	2	2	0.46	0.46	0.46	0.46
Summer Asst. Playground Site Supervisor	4	4	4	4	0.92	0.92	0.92	0.92
Summer Playground Leader	16	16	16	16	3.69	3.69	3.69	3.69
Intern	3	3	3	3	0.52	0.52	0.52	0.52
Pool Manager	1	0	0	0	0.35	0.00	0.00	0.00
Water Safety Instructor	4	0	0	0	0.98	0.00	0.00	0.00
Head Lifeguard	4	0	0	0	1.08	0.00	0.00	0.00
Lifeguard	7	0	0	0	1.72	0.00	0.00	0.00
Cashier / Pool Attendant	2	0	0	0	0.33	0.00	0.00	0.00
Total	66	55	55	58	31.05	33.59	33.59	36.09

Mission Statement

To provide the citizens and visitors of San Marcos the highest level of programs, parks, facilities and services that will positively enhance our vision of creating community.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,949,709	2,150,503	2,050,503	2,259,067
Contracted Services	359,707	419,054	421,729	477,729
Materials and Supplies	292,188	234,246	216,375	224,220
Other Charges	22,187	26,534	26,534	26,534
Capital Outlay	0	0	0	0
Total	2,623,791	2,830,337	2,715,141	2,987,550

Goals and Objectives

- Provide excellent customer services.
- Continue to increase the efficiency and effectiveness of processes within each division.
- Ensure that recreation/leisure needs of all sectors of the community are met.
- Develop a benefits-based approach for all programs and services.
- To protect and restore the integrity of San Marcos River through addressing watershed land use and river management.

What We Accomplished in 2014-15

- Provided staff support to the following community groups – San Marcos Area Youth Soccer Association, Summer Fest Steering Committee, Sights and Sounds of Christmas and the San Marcos Youth Baseball/Softball Association.
- Provided staff support to the following city boards and commissions – Parks Advisory Board, Arts Commission, Senior Citizen Advisory Board, Cemetery Commission, and the Veterans Affairs Advisory Committee.
- Successfully planned and implemented the following Special Events: Veterans Day Parade, Senior Expo, Summer fest, Movies in Your Park, Keep San Marcos Beautiful Spring Concert Series, Sights and Sounds of Christmas, Daddy Daughter Dance, Golden Sweethearts Ball, Fun Fish Day and Dances for Adults w/Disabilities (6), Art Unhitched, Working Artists Workshops, Cultural Costume Parade for Children, and Memorial Day Remembrance Ceremony.
- Hosted the Children's Play Area for TCMA Conference.
- Successfully raised monetary sponsorships and of in-kind donations to support programs for youth, Senior citizens, and special populations.
- Provided two service learning projects for the Texas State University Recreation Administration Division (Spring and Fall Carnivals, and Art and Eco Fest and Concert Series).
- Provided six internship opportunities for Texas State University Students.
- Recruited and utilized more than 750 volunteers totaling more than 3000 volunteer hours.
- Successfully planned and implemented the Summer Fun Program(270 participants)
- Designed and prepared the Spring/Summer and Fall/Winter Activity Guides.
- Attended professional development training at the 2013 TRAPS conference and the Keep Texas Beautiful Conference.
- Prepared and distributed 10,000 copies of the quarterly 50+ Senior Newsletter.
- Planned and Implemented 12 travel group's trips throughout the state and Louisiana.
- Continued to assist with the Keep San Marcos Beautiful Program concert series
- Held two River clean ups events to remove litter and trash from the San Marcos River.
- Continued implantation of Edward Aquifer HCP and completed work plans for City and University.

- Implemented State Scientific areas for Texas wild rice.
- Will continue to manage underwater litter program to remove litter from the river.

What We Plan to Accomplish in 2015-16

- To continue to improve customer communication process, customers follow up.
- To continue to provide a variety of recreation and leisure programs for all citizens.
- Continue upkeep of city parks/facilities and retrofit with green measures where possible.
- To complete renovation of Veterans and Dunbar Neighborhood Park improvement projects.
- To increase participation in fitness programs.
- To leverage existing City funds and obtain grants with limited or no matching funds.
- To begin implementation of Arts Master Plan.
- To continue implementation of the EARIP plan.
- To begin implementation of San Marcos Youth Master Plan.
- To update existing Parks, Recreation & Open Space Master Plan.
- Evaluate effectiveness of current beautification measures.
- To continue to plan and implement programs, sporting events and special events that provide quality of life opportunities for all citizens.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Parkland - Regional	acres	135	135	155
Parkland - Neighborhood	acres	59	59	60
Parkland – Open Space	acres	943	943	1,050
Total Park Acres	acres	1,699	1,699	1,826
Total Park Users	#	120,000	130,000	130,000
Fitness Programs (Land and Water)	Prog	12	14	18
Programs/Revenue	Rev	45,000	48,000	48,000
Contract Leisure Programs	Prog	10	10	10
	Rev	26,393	19,000	19,000

Department Detail

Fund 100 - General Fund
Department 135 - Parks and Recreation

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	1,348,858	1,461,142	1,361,142	1,513,731	3.6%
51110	Workmen'Scompensation	6,181	9,865	9,865	12,216	23.8%
51120	Overtime	64,194	71,193	71,193	73,329	3.0%
51190	Medicare	19,644	22,433	22,433	23,225	3.5%
51200	City Fica	83,995	95,924	95,924	99,314	3.5%
51210	City Tmrs	225,504	260,335	260,335	264,170	1.5%
51220	City Medical/Hospital Insuranc	187,902	214,867	214,867	258,325	20.2%
51300	Stability Pay	11,032	12,344	12,344	12,356	0.1%
51350	Car Allowance	2,400	2,400	2,400	2,400	0.0%
	Total Personnel Services	1,949,709	2,150,503	2,050,503	2,259,067	5.0%
52100	Printing & Publications	5,926	6,000	6,000	6,000	0.0%
52110	Telephone	27,702	27,300	29,975	31,475	15.3%
52130	Equipment-Rent/Lease	38,185	48,000	48,000	48,000	0.0%
52352	Summer Fun Rent/Lease	19,449	20,000	20,000	20,000	0.0%
52160	Professional Services	40,955	29,500	29,500	74,500	152.5%
52180	River Maintenance Program	39,294	35,500	35,500	35,500	0.0%
52300	Contracted Services	137,529	143,804	143,804	177,804	23.6%
52390	Maint Contract-Office Equip	1,588	1,600	1,600	1,600	0.0%
52391	Software License & Maintenance	-	14,500	14,500	15,000	3.4%
52650	Repairs-Communications	-	250	250	250	0.0%
52910	Officials	5,600	50,000	50,000	10,000	-80.0%
52920	Softball Fields	13,605	15,000	15,000	30,000	100.0%
52930	Senior Programs	29,874	27,600	27,600	27,600	0.0%
	Total Contracted Services	359,707	419,054	421,729	477,729	14.0%
53120	Chemicals	6,057	7,000	7,000	7,000	0.0%
53121	Chemicals-Pools	-	-	-	-	0.0%
53140	Fuel & Lubricants	35,502	34,142	26,271	19,555	-42.7%
53150	Supplies-Other	93,890	74,960	64,960	74,960	0.0%
53160	Supplies-Office	5,053	5,760	5,760	5,760	0.0%
53161	Supplies-Summer Fun	9,715	9,000	9,000	9,000	0.0%
53180	Postage	1,976	9,000	9,000	9,000	0.0%
53240	Repairs-Building Materials	79,594	50,000	50,000	50,000	0.0%
53260	River Clean Up	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	51,895	37,384	37,384	40,945	9.5%
53340	Uniforms	8,506	7,000	7,000	8,000	14.3%
	Total Materials and Supplies	292,188	234,246	216,375	224,220	-4.3%
54140	Dues & Subscriptions	4,714	2,600	2,600	2,600	0.0%
54340	Professional Development	1,505	3,105	3,105	3,105	0.0%
54342	Meals	1,366	2,135	2,135	2,135	0.0%
54343	Travel	4,134	6,694	6,694	6,694	0.0%
54370	Special Events/Projects	9,439	10,000	10,000	10,000	0.0%
54910	Safety Items	1,029	2,000	2,000	2,000	0.0%
	Total Other Charges	22,187	26,534	26,534	26,534	0.0%
Total Parks and Recreation		2,623,791	2,830,337	2,715,141	2,987,550	5.6%

Activity Center

Community Services Activity Center	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Aquatics Program Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Athletic Program Specialist	1	2	2	2	1.00	1.50	1.75	1.75
Activity Center Attendant	6	6	6	6	4.63	4.63	4.63	4.63
Lifeguard / Water Safety Instructor	2	2	2	2	1.75	1.75	1.75	1.75
Facilities/Maintenance Worker	2	2	2	2	1.50	1.50	1.50	1.50
Lifeguard	6	6	6	6	3.00	3.00	3.00	3.00
Total	18	19	19	19	12.88	13.38	13.63	13.63

Mission Statement

The mission of the Activity Center is to provide leisure activities in athletics, aquatics and fitness for the citizens of San Marcos. The Activity Center will provide a meeting facility to accommodate a variety of needs for the community. These activities and opportunities will be delivered at the highest level possible with the resources provided.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	509,513	581,290	581,290	630,093
Contracted Services	13,621	58,200	58,200	58,200
Materials and Supplies	99,651	89,760	79,760	89,760
Other Charges	3,481	3,500	3,500	3,500
Capital Outlay	0	0	0	0
Total	626,266	732,750	722,750	781,553

Goals and Objectives

- Safe, well maintained facilities: 1) daily, weekly inspections, 2) equipment upkeep and maintenance, 3)Monthly and yearly reviews, 4) overall facility maintenance program.
- Customer Service: 1) Provide excellent Customer service. 2) create positive public interactions, 3) customer input and evaluations.
- Marketing: 1) use of technology, 2) use of new Active Net system, 3) use of all available Social Media Outlets.
- Offer quality Athletic and Aquatic programs. Make sure all recreation/leisure needs of all sectors are met with new and innovative programming.
- Increase Memberships/Facility usage: 1) renewals, 2) quality programming.
- Staff Development: 1) staff training and involvement in decision making processes, 2) staff recognition Programs, 3) productive and informative staff meetings.4) Team atmosphere.

What We Accomplished in 2014-15

- Offered 14 youth Athletic programs for ages 3-12.
- Offered 15 adult Athletic programs.
- Offered 3 Athletic Travel Group Trips
- Hosted Sunshine Kids program – river tubing, and pool party.
- Performed board duties and registration for SMAYSO and SMYBSA youth organizations.
- Enhanced and expanded Officials training program to include background checks.
- Maintained ASA district duties for Austin area including all youth team registrations.
- Maintained Aerobic Contract.
- Continue fitness equipment and weight equipment replacement program.
- Offered 8 programs in Aquatics/Natatorium.
- Hosted two (2) Texas Challenge Girls Fastpitch Tournaments.
- Hosted SMYBSA Girls softball program to Gary Fastpitch Complex.

What We Plan to Accomplish in 2015-16

- Continue to offer diverse, safe and quality programs in athletic and aquatics.
- Obtain new tennis contractor. Expand contract tennis program for lessons tournaments etc.
- Improve customer services relating to Activity Center.
- Replace carpet in Activity Center.
- Continued maintenance issues at Activity Center, fitness equipment and aquatic facility.
- Expansion of services, programs and facility needs at Girls Softball Complex through programming.
- Increase revenues – reduce and control expenses.
- Increase program numbers through quality programming.
- Expand on use of electronic and social media to enhance all programs.
- Continue to expand and enhance youth programs to include track and golf programs.
- Develop long term resource needs and long term future issues.
- Expand Aquatic programs and services.
- Re-plaster Natatorium.
- Develop and administer Adult Kick-Ball league.

Performance Measures	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Youth Athletics	Programs	11	16	17
	Participants	25,000	27,000	29,000
Adult Athletics	Programs	17	17	17
	Participants	36,000	38,000	39,000
Aquatics Programs – Natatorium	Programs	16	9	14
	Participants	9,000	6,000	7,000
Memberships	Members	2,500	2,350	2,600
Non-member facility usage	Average per month	10,000	11,194	12,000
Softball Complex Rentals	Rentals	37	51	65
Activity Center Gym Rentals	Rentals	45	55	65
Athletic Travel Group Trips	#		3	3

Department Detail

Fund 100 - General Fund
Department 136 - Activity Center

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	356,030	376,410	376,410	400,496	6.4%
51110	Workmen'Scompensation	1,652	2,798	2,798	3,218	15.0%
51120	Overtime	7,693	7,702	7,702	7,933	3.0%
51190	Medicare	5,164	5,609	5,609	5,965	6.4%
51200	City Fica	22,079	23,975	23,975	25,509	6.4%
51210	City Tmrs	55,675	63,269	63,269	65,776	4.0%
51220	City Medical/Hospital Insuranc	59,381	98,952	98,952	118,188	19.4%
51300	Stability Pay	1,840	2,576	2,576	3,008	16.8%
	Total Personnel Services	509,513	581,290	581,290	630,093	8.4%
52130	Equipment-Rent/Lease	4,284	3,200	3,200	3,200	0.0%
52160	Professional Services	2,753	15,000	15,000	15,000	0.0%
52300	Contracted Services	-	35,000	35,000	35,000	0.0%
52390	Maint Contract-Office Equip	6,584	5,000	5,000	5,000	0.0%
	Total Contracted Services	13,621	58,200	58,200	58,200	0.0%
53120	Chemicals	6,406	7,000	7,000	7,000	0.0%
53150	Supplies-Other	49,530	48,260	38,260	48,260	0.0%
53160	Supplies-Office	4,171	5,280	5,280	5,280	0.0%
53240	Repairs-Building Materials	39,543	29,220	29,220	29,220	0.0%
	Total Material and Supplies	99,651	89,760	79,760	89,760	0.0%
54400	Team Registrations	3,481	3,500	3,500	3,500	0.0%
	Total Other Charges	3,481	3,500	3,500	3,500	0.0%
Total Activity Center		626,266	732,750	722,750	781,553	6.7%

Outdoor Pool

Community Services Outdoor Pool	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Pool Manager	0	1	1	1	0.00	0.35	0.35	0.35
Water Safety Instructor	0	4	4	4	0.00	0.98	0.98	0.98
Head Lifeguard	0	4	4	4	0.00	1.08	1.08	1.08
Lifeguard	0	7	7	7	0.00	1.72	1.72	1.72
Cashier / Pool Attendant	0	2	2	2	0.00	0.33	0.33	0.33
Total	0	18	18	18	0.00	4.45	4.45	4.45

Mission Statement

The mission of the Outdoor Pool is to provide leisure aquatics for the citizens of San Marcos.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	59,775	98,847	98,847	98,995
Contracted Services	0	0	0	0
Materials and Supplies	43,870	39,000	39,000	39,000
Other Charges	0	0	0	0
Capital Outlay	0	0	0	0
Total	103,645	137,847	137,847	137,995

Goals and Objectives

- Continue positive public interaction with patrons input and evaluations. Provide excellent customer service.
- Continue to offer quality Aquatic programing to make sure all recreation & leisure needs are met.
- Provide a safe, well maintained facility with daily, weekly inspections and maintenance checks.
- Monthly staff In-service trainings and involvement in the decision making process.
- Increase Memberships & Facility usage by providing quality programming.

What We Accomplished in 2014-15

9 programs in Aquatics

- Youth Swim Lessons (8 sessions).
- Hosted 52 Pool Parties at Rio Vista Pool. (June – August).
- Splash Day Unofficial/Opening & Closing.
- Noon Adult Swim (12pm – 1pm).
- Family Night Swim (Thursdays, 8pm – 10pm: June – August).
- Splash Jams (3).
- Memorial Day Celebration.
- Red/White/Blue Celebration.

- Labor Day Celebration.
- Repaired surfacing at Spray Pad in Rio Vista Pool.

What We Plan to Accomplish in 2015-16

- Continue working on our customer service relations with the community and our patrons
- Increase program numbers through quality programming.
- Increase and expand Aquatic programs and services.
- Expand Aquatic programs and services.
- Re-plaster Natatorium and Rio Vista Pools.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Rio Vista Pool Rentals	Programs	51	45	51
	Participants	3,500	3,300	4,000
Rio Vista Pool Programs	Programs	9	12	12
	Participants	5,500	6,000	6,000
Rio Vista Memberships	Members	27	30	30
Daily Entries	Participants	20,750	21,000	21,500

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 100 - General Fund						
Department 137 - Outdoor Pool						
51100	Salaries	51,484	91,023	91,023	91,023	0.0%
51110	Workmen'Scompensation	345	861	861	1,009	17.2%
51120	Overtime	3,597	-	-		
51190	Medicare	801	1,318	1,318	1,318	0.0%
51200	City Fica	3,427	5,645	5,645	5,645	0.0%
51220	City Medical/Hospital Insuranc	121	-	-	-	0.0%
	Total Personnel Services	59,775	98,847	98,847	98,995	0.1%
53121	Chemicals-Pools	12,000	12,000	12,000	12,000	0.0%
53150	Supplies-Other	6,930	10,000	10,000	10,000	0.0%
53240	Repairs-Building Materials	24,940	17,000	17,000	17,000	0.0%
	Total Material and Supplies	43,870	39,000	39,000	39,000	0.0%
Total Outdoor Pool		103,645	137,847	137,847	137,995	0.1%

Facilities and Grounds

Community Services Facilities and Grounds	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Parks Maintenance Crew Leader	1	0	0	0	1.00	0.00	0.00	0.00
Parks Equipment Worker	4	0	0	0	4.00	0.00	0.00	0.00
Parks Maintenance Worker	1	0	0	0	1.00	0.00	0.00	0.00
Total	6	0	0	0	6.00	0.00	0.00	0.00

Mission Statement

The mission of the Facilities and Grounds Division is the administration and implementation of a comprehensive maintenance program of all City owned facilities, public grounds, easements, right of ways, and drainage areas.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	-123	0	0	0
Contracted Services	645,950	713,910	698,910	828,404
Materials and Supplies	234,289	170,572	137,927	156,488
Other Charges	0	0	0	0
Capital Outlay	0	0	0	0
Total	880,116	884,482	836,837	984,892

Goals and Objectives

- Maintain high customer satisfaction rates.
- Provide “top-quality” technical craftsmanship, while optimizing costs.
- Monitor and evaluate all city maintenance contracts.
- Optimize operational efficiency through advanced technology and energy efficient systems- Computerize HVAC and Irrigation Controls.
- Continue energy conservation measure retrofits.
- Develop quantifiable operational performance measures.
- Continue ADA improvements.
- Provide timely 24 / 7 service support.
- Provide comprehensive technical training opportunities for staff.

What We Accomplished in 2014-15

- Implement automated Asset Management, Facility Work Order and Project Management System through Tyler Enterprise.
- Completed initial roof replacements/repairs at Public Services, SMPD, Water Quality, City Hall, Library, and Activity Center.
- Remodel Municipal Building office spaces.
- Renovated/expanded SMEU office areas.

- Renovated Fire Stations #1, #3, #4, living, storage, and bay area.
- Public Service Flood Renovations.
- Renovated SMPD locker room and restrooms following major water damage incident.
- SMPD Environmental Dehumidification System—Evidence Vaults.
- Installed new SMPD evidence storage lockers.
- Completed renovation of Airport offices.
- Renovated Animal Shelter following major water damage incident.
- Renovated Fire Stations #5 following Memorial Day flood--living, storage, and bay area.
- Complete construction of the Senior Center Project.

What We Plan to Accomplish in 2015-16

- Continue to maintain and service City Facilities in the most efficient way possible.
- Complete roof replacements/repairs at Municipal Bldg, SMEU, Grant Harris, and Public Services.
- Renovate SMPD Interrogation Rooms.
- Begin initial construction of SMFD Sta#4.
- Renovate Grant Harris Bldg offices.
- Replace carpet at Activity Center.
- Implement Engineer design plan for City Hall and Grant Harris structural problems.
- Complete design and construction of City Park parking lot.
- Continue to add facilities to HVAC and irrigation computer control systems.
- Continue to standardize and add facilities to our door access and security system.
- Continue ADA renovations as funds allow.
- Continue to review and update all standing City maintenance contracts.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Acres Of Public Grounds Maintained	Acres	142	157	171
Facility Maintenance	Facilities	44	44	44
Janitorial Contract	Sq. Ft.	220,549	220,549	220,549
Lawn Maintenance	Acres	96	96	120
ROW's, Drainage Acres, Alleys	Acres	1,870	1,891	1,918
Litter Control	Acres	79	101	128

Department Detail

Fund 100 - General Fund
Department 138 - Facilities and Grounds

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	(123)	-	-	-	0.0%
51110	Workmen'Scompensation	-	-	-	-	0.0%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	-	-	-	-	0.0%
51200	City Fica	-	-	-	-	0.0%
51210	City Tmrs	-	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	-	-	-	-	0.0%
51300	Stability Pay	-	-	-	-	0.0%
	Total Personnel Services	(123)	-	-	-	0.0%
52110	Telephone	-	-	-	-	0.0%
52130	Equipment-Rent/Lease	10,002	10,000	10,000	10,000	0.0%
52160	Professional Services	255,538	275,904	275,904	275,904	0.0%
52180	River Maintenance Program	-	-	-	-	0.0%
52650	Repairs-Communications	59	500	500	500	0.0%
52860	Janitorial Services	380,351	427,506	412,506	542,000	26.8%
	Total Contracted Services	645,950	713,910	698,910	828,404	16.0%
53120	Chemicals	1,824	10,000	10,000	10,000	0.0%
53140	Fuel & Lubricants	14,867	24,808	12,163	10,724	-56.8%
53150	Supplies-Other	29,507	32,200	32,200	32,200	0.0%
53165	Supplies-Graffiti	397	7,000	7,000	7,000	0.0%
53240	Repairs-Building Materials	187,693	96,564	76,564	96,564	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
	Total Material and Supplies	234,289	170,572	137,927	156,488	-8.3%
Total Facilities and Grounds		880,116	884,482	836,837	984,892	11.4%

Park Rangers

Community Services Parks Ranger	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Park Ranger Program Manager	1	1	1	1	1.00	1.00	1.00	1.00
Park Ranger III	4	5	5	5	0.77	1.77	1.77	1.77
Park Ranger II	5	5	5	5	0.72	0.72	0.72	0.72
Park Ranger I	9	9	9	9	1.09	1.09	1.09	1.09
Total	19	20	20	20	3.58	4.58	4.58	4.58

Mission Statement

The Park Ranger program is a valuable tool in addressing the needs of the City's parks and its patrons. Multi-tasked Park Rangers are available during peak days and nights to provide assistance, enforce rules, administer medical aid, oversee park usage, maintain trails, monitor river activity, provide educational background, promote San Marcos, direct traffic and parking, locate lost children, provide rescue service, secure loose animals, and just give a happy greeting to a passerby. The Ranger has only one job requirement and that is to help people recreate. At the same time, the Rangers are required to balance the issues of all visitors, impact to the land/resources, and safety.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	193,920	238,112	238,112	263,322
Contracted Services	0	1,320	1,320	1,320
Materials and Supplies	36,801	13,772	13,772	21,800
Other Charges	3,649	4,440	4,440	8,150
Capital Outlay	0	0	0	0
Total	234,370	257,644	257,644	294,592

Goals and Objectives

- The creation of the Park Ranger program was a valuable tool in addressing the needs of the park and its patrons. Multi-tasked Rangers were available during peak days and nights to provide assistance, enforce rules, administer medical aid, oversee park usage, maintain trails, monitor river activity, provide educational background, and promote San Marcos. They also direct traffic and parking, locate lost children, provide rescue services, secure loose animals, and just give a happy greeting to a passerby. The Ranger has only one job requirement and that is to HELP PEOPLE RECREATE. At the same time, the Ranger is required to balance the issues of all visitors, impact to the land/resources, and safety.

What We Accomplished in 2014-15

- The Park Ranger program has had a noticeable impact on the park system and the city as a whole. This impact is noted by the comments received from the park patrons, the reduction of litter, and the overall reduction in criminal activity. This was accomplished by the high visibility of the Rangers in the park.

The visibility allowed the patron to voluntarily comply with city ordinances as well as allow them to locate and communicate questions/concerns they may have. But most of all, with just the visibility of the Rangers, we were able to increase to overall sense of security and comfort level of everyone in the park. The Rangers were able to purchase new medical equipment for first response at the parks that includes AED's and rescue equipment.

- A comprehensive mapping project has been completed to allow first responders to call out locations within the vast park system. This project also allows visitors to better identify critical locations of events that may be in progress and speed response times. This pole marking and map system also includes helicopter landing sites for emergencies as well as tracking systems for lost persons.

What We Plan to Accomplish in 2015-16

- Implementation of new rules and regulations in the park to enhance the park experience is a high priority. Balancing the implementation of rules and the impact to the vendors and the city at large is an important step in our program. We hope to maintain employment of the full time Ranger to help provide continuous coverage and help take the program to a higher level of proficiency.
- Developing new strategies to educate the public regarding new regulations.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Bike Patrol	Miles	1,211	600	1,200
Kayak	Hours	136	112	200
Foot Patrol	Miles	5,296	7,000	8,000
ATV	Hours	784	700	800
	Miles	4,987	6,000	8,000
Vehicle	Miles	21,500	10,000	15,000

Department Detail

Fund 100 - General Fund
Department 139 - Park Rangers

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	141,856	167,112	167,112	185,556	11.0%
51110	Workmen'Scompensation	954	1,533	1,533	1,967	28.3%
51120	Overtime	23,442	22,786	22,786	23,470	3.0%
51190	Medicare	2,184	2,753	2,753	3,037	10.3%
51200	City Fica	9,338	11,773	11,773	12,986	10.3%
51210	City Tmrs	10,083	18,019	18,019	18,974	5.3%
51220	City Medical/Hospital Insuranc	6,063	14,136	14,136	16,884	19.4%
51300	Stability Pay	-	-	-	448	100.0%
	Total Personnel Services	193,920	238,112	238,112	263,322	10.6%
52110	Telephone	-	1,320	1,320	1,320	0.0%
	Total Contracted Services	-	1,320	1,320	1,320	0.0%
53120	Chemicals	100	80	80	-	-100.0%
53150	Supplies-Other	30,698	9,024	9,024	10,000	10.8%
53160	Supplies-Office	455	768	768	800	4.2%
53300	Repairs-Vehicles & Equipment	1,869	1,700	1,700	2,000	17.6%
53340	Uniforms	3,679	2,200	2,200	9,000	309.1%
	Total Material and Supplies	36,801	13,772	13,772	21,800	58.3%
54340	Professional Development	3,649	4,440	4,440	8,150	83.6%
	Total Other Charges	3,649	4,440	4,440	8,150	83.6%
Total Park Rangers		234,370	257,644	257,644	294,592	14.3%

PARD Contract Programs

Mission Statement

The Contract Programs division is used to show the various contract amounts for programs such as aerobics and other instructional programs.

Goals and Objectives

- To provide a variety of recreation and leisure programs for all ages.
- Provide both water and land aerobic programs.
- To offer these programs to the public utilizing qualified contract instructors.
- To offer these programs at affordable prices, while generating a profit for the instructors and the city.

What We Accomplished in 2014-15

- Continued to administer Aerobics contract.
- Maintained positive relations with contract instructors.
- Offered a variety of Aerobic programs with contractor.
- Increased participation numbers in all aerobic programs.
- Replaced aging fitness equipment.
- Maintained existing fitness and weight equipment.
- Added new contact programs and phased out some old ones.

What We Plan to Accomplish in 2015-16

- Increase revenue from the Aerobic Fitness Programs.
- Offer Aerobic programs geared for all ages and needs.
- Maintain existing weight and fitness equipment.
- Improve marketing efforts through the use of CLASS email lists, flyers, and press releases and other ideas.
- To evaluate the current programs utilizing Texas State Student Interns.
- Purchase new bikes and equipment for aerobics program.
- Continue 4 year replacement cycle of fitness equipment. Replace portion of Spin Bikes.
- Maintain existing programs at the Activity Center and Cephas House.

Expenditure by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	0	0	0	0
Contracted Services	90,593	110,000	110,000	110,000
Materials and Supplies	0	0	0	0
Other Charges	0	0	0	0
Capital Outlay	0	0	0	0
Total	90,593	110,000	110,000	110,000

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Fitness Programs/Land & Water	Programs	16	25	25
	Revenue	$45,000	$54,000	$60,000
Contract Leisure Programs	Programs	8	6	8
	Revenue	$17,760	$15,000	$18,000

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 100 - General Fund						
Department 140 - Contract Programs						
52320	Aerobics Contracts	73,542	70,000	70,000	70,000	0.0%
52330	Contract Programs	17,051	40,000	40,000	40,000	0.0%
	Total Contracted Services	90,593	110,000	110,000	110,000	0.0%
Total Contract Programs		90,593	110,000	110,000	110,000	0.0%

Fleet Services

Community Services Fleet Services	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Fleet Services Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Master Fleet Service Technician	4	5	5	5	4.00	5.00	5.00	5.00
Fleet Services Technician	1	1	1	1	1.00	1.00	1.00	1.00
Total	6	7	7	7	6.00	7.00	7.00	7.00

Mission Statement

To provide service to all of City of San Marcos departments and divisions that own equipment and vehicles by repairing and maintaining vehicles and equipment through all phases of repairs to include rebuilding and replacing major assemblies. We cover all repairs from tire repairs to major overhauls to vehicle renovation.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	349,530	440,822	440,822	495,925
Contracted Services	5,167	11,141	11,141	10,141
Materials and Supplies	35,231	47,369	41,947	61,863
Other Charges	1,134	15,387	15,387	8,287
Capital Outlay	0	0	0	0
Total	391,062	514,719	509,297	576,216

Goals and Objectives

Execute City Council's vision and goals by providing top quality, professional, effective, and timely Fleet management and maintenance services to customers including:

- Maintain high customer satisfaction rates.
- Provide "top-quality" technical craftsmanship, while optimizing costs.
- Increase technician's billable hours productivity.
- Determine fleet availability for each vehicle/equipment class.
- Optimize operational efficiency through advanced technological systems.
- Develop quantifiable operational performance measures.
- Provide timely 24 / 7 service support and road call responses.
- Provide comprehensive technical training and certification opportunities for staff.
- Promote usage of alternative fuels and vehicles; emphasize fuel economy and emission reduction initiatives.
- Achieve a perfect safety record—"0" preventable accidents and "0" lost time injuries.

What We Accomplished in 2014-15

- Provided level-one customer service and quality craftsmanship for over 554 vehicles/equipment.
- Implemented City-wide asset management system and inventory control module.
- Proactively scheduled preventive maintenance (PM) program--continues to save money.
- Employed City fuel conservation strategies—adhered to "best practice" vehicle operations guidelines.
- Procured highly versatile PM equipment —reduced repair time by 1/3 for brake work and AC reclamation. Marked improvement in diagnostic triage, engine performance, and reduced outside service costs.
- Provided all customers individual fleet procurement reviews and asset specification guidance.
- Supported Depts. in fleet baseline evaluation and right-sizing measures.
- Updated Shops diagnostics systems for both Heavy and Light duty vehicles.
- Opened City-run State Certified Inspection Station.
- Implement the latest advancement in Automated Vehicle Locator fleet management systems. Deploy the system on approximately 220 fleet assets to track fuel efficiency, idling, system diagnostics, and driving safety.
- Hired a Master Fleet Service Tech to continue our efforts to reduce outsourcing.

What We Plan to Accomplish in 2015-16

- Provide premier service support for City Council's vision and goals -- partner with other Department customers to successfully achieve their operational fleet goals and objectives.
- Provide "top-quality" technical craftsmanship-- control labor/parts costs; monitor quality service assurance program; increase scheduled preventative maintenance program by 7%; improve vehicle availability rates; track re-works/returns; and streamline operational reports.
- Perform a fleet baseline evaluation and conduct a vehicle usage analysis. Continue fleet right-sizing measures and introduce operational efficiencies garnered by operating motor pools and central fleet management techniques.
- Implement new Tyler fleet management software/technology. Develop both near- and long-term functionality and support capability.
- Analyze cost efficiencies and emissions standards of fleet assets utilizing renewable energy technology.
- Fund technical training for specialized OEM and vehicle service training classes, pursue EVT ratings.
- Achieve a perfect safety record—"0" preventable accidents and "0" lost time injuries.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
PM Services Light Vehicles/Equipment	Each	496	625	705
PM Services Heavy/Off-Road Vehicles	Each	456	476	540
Unscheduled Maintenance	Each	1,550	1,325	1,105
Work Orders Completed	Each	3,004	3,094	3,310
Return Rate (APWA benchmark is 2 percent)	Percent	1.25	1.25	1
Total Fleet Size	Each	522	551	549
Technician Billable Hours (Goal 70%)	Percent	80	82	84
Average Equipment On-Line Availability (Goal 95%)	Percent	96	97	97.5
Scheduled Preventative Maintenance Ratio (Goal 35%)	Percent	37	37	38

Department Detail

Fund 100 - General Fund
Department 179 - Fleet Division

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	243,460	296,504	296,504	327,226	10.4%
51110	Workmen'Scompensation	1,529	2,715	2,715	3,530	30.0%
51120	Overtime	3,138	10,191	10,191	10,497	3.0%
51190	Medicare	3,458	4,478	4,478	4,929	10.1%
51200	City Fica	14,787	19,139	19,139	21,077	10.1%
51210	City Tmrs	44,342	56,308	56,308	60,595	7.6%
51220	City Medical/Hospital Insuranc	36,643	49,476	49,476	65,848	33.1%
51300	Stability Pay	2,172	2,012	2,012	2,224	10.5%
	Total Personnel Services	349,530	440,822	440,822	495,925	12.5%
52100	Printing & Publications	-	160	160	160	0.0%
52110	Telephone	2,045	2,064	2,064	2,064	0.0%
52130	Equipment-Rent/Lease	589	3,500	3,500	3,500	0.0%
52160	Professional Services	602	2,175	2,175	2,175	0.0%
52300	Contracted Services	1,493	2,242	2,242	2,242	0.0%
52650	Repairs-Communications	439	1,000	1,000	-	-100.0%
	Total Contracted Services	5,167	11,141	11,141	10,141	-9.0%
53140	Fuel & Lubricants	5,559	11,569	6,147	18,028	55.8%
53150	Supplies-Other	21,132	21,500	21,500	26,000	20.9%
53160	Supplies-Office	130	300	300	300	0.0%
53300	Repairs-Vehicles & Equipment	2,927	6,500	6,500	13,635	109.8%
53310	Repairs-Fleet Vechicles	2,951	4,000	4,000	-	-100.0%
53340	Uniforms	2,531	3,500	3,500	3,900	11.4%
	Total Materials and Supplies	35,231	47,369	41,947	61,863	30.6%
54140	Dues & Subscriptions	-	163	163	163	0.0%
54340	Professional Development	100	9,345	9,345	3,745	-59.9%
54342	Meals	171	335	335	335	0.0%
54343	Travel	-	3,300	3,300	1,500	-54.5%
54910	Safety Items	863	2,244	2,244	2,544	13.4%
	Total Other Charges	1,134	15,387	15,387	8,287	-46.1%
Total Fleet Division		391,062	514,719	509,297	576,216	11.9%

Social Services

Department Organization

The Social Services Division is used to account for social service program expenditures.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Social Services	410,000	411,100	411,100	450,000
Total	410,000	411,100	411,100	450,000

Department Detail

Fund 100 - General Fund
Department 185 - Social Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
57010	Casa Of Central Tx	14,500	15,000	15,000	18,000	20.0%
57012	E Cafe	-	-	-	-	0.0%
57017	Boys and Girls Clubs of South Central	2,000	-	-	-	0.0%
57030	Combined Community Action	12,000	12,000	12,000	12,000	0.0%
57032	Community Action-Prescription	9,600	8,500	8,500	8,500	0.0%
57040	Community Action-Senior Citize	9,000	10,000	10,000	12,000	20.0%
57033	GENaustin	1,700	1,000	1,000	1,500	50.0%
57042	Smcisd Pep Program	9,000	9,000	9,000	-	-100.0%
57043	Texas State-Safe At Home	-	-	-	-	0.0%
57050	GSM Youth Council	40,000	40,000	40,000	43,000	7.5%
57060	Hays Caldwell Alcohol & Drug	32,200	32,500	32,500	36,400	12.0%
57070	Hays Caldwell Women'S Center	67,000	66,600	66,600	67,600	1.5%
57090	Hays County Homespun	18,500	16,000	16,000	16,000	0.0%
57091	Hays County Dispute Resolution Center	2,000	2,000	2,000	4,000	100.0%
57095	Nosotro La Gente	5,000	5,000	5,000	5,000	0.0%
57100	Retired Sr Volunteer Program	-	-	-	-	0.0%
57110	Hays County Area Food Bank	41,000	41,000	41,000	45,000	9.8%
57120	San Marcos Housing Authority	20,000	23,000	23,000	25,000	8.7%
57130	Sm Youth Services Bureau	18,000	18,000	18,000	20,000	11.1%
57140	Scheib Opportunity Center	40,000	40,000	40,000	42,500	6.3%
57150	Southside Community Center	57,000	59,000	59,000	66,000	11.9%
57160	Willie Mae Mitchell Center	-	-	-	-	0.0%
57171	Society Of St Vincent De Paul	8,000	8,000	8,000	12,000	50.0%
57014	PALS	3,500	3,500	3,500	6,000	71.4%
57051	Austin Tennant's Council	-	-	-	-	0.0%
57YYY	School Fuel	-	-	-	6,500	100.0%
57052	Samaritan Counseling Center	-	-	-	-	0.0%
57XXX	United Way	-	1,000	1,000	3,000	200.0%
Total Social Services		410,000	411,100	411,100	450,000	9.5%

Special Services

Department Organization

The Special Services Division is used to account for a variety of non-direct expenditures. Examples of expenditures include utilities, insurance, bank charges and operating transfers.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	5,592	567,369	0	2,178,840
Contracted Services	1,957,883	2,461,837	2,331,837	2,657,190
Materials and Supplies	10,595	60,100	5,100	5,100
Other Charges	971,007	1,394,964	1,394,964	1,387,620
One Time Expenses	3,127,891	3,200,417	3,200,417	2,299,300
Operating Transfers	1,787,609	1,804,324	1,933,690	2,264,067
Total	7,860,577	9,489,011	8,866,008	10,792,117

Department Detail

Fund 100 - General Fund
Department 190 - Special Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51310	Unemp Comp & Term Leave	5,592	174,836	-	174,836	0.0%
51320	Market - Merit: Non-Civil Ser	-	392,533	-	404,004	2.9%
51325	Market - Merit: Civil Service	-	-	-	1,600,000	100.0%
51220	City Medical/Hospital Insuranc	-	-		-	0.0%
	Total Personnel Services	5,592	567,369	-	2,178,840	284.0%
52100	Printing & Publications	15,133	29,730	29,730	28,530	-4.0%
52110	Telephone	-	18,450	18,450	60,000	225.2%
52121	Heat-Municipal Bldg	11,701	6,930	6,930	7,623	10.0%
52122	Heat-Activity Ctr	19,739	14,385	14,385	15,824	10.0%
52123	Heat-Library	3,646	2,100	2,100	2,310	10.0%
52125	Heat-Fire	13,250	9,345	9,345	10,280	10.0%
52126	Heat-Other Bldgs	26,685	28,350	28,350	31,185	10.0%
52142	Power & Light-Municipal Bldg	54,251	66,000	66,000	72,600	10.0%
52143	Power & Light-City Hall	38,785	44,550	44,550	49,005	10.0%
52144	Power & Light-Activity Ctr	95,188	106,700	91,700	117,370	10.0%
52146	Power & Light-Library	44,651	66,000	66,000	72,600	10.0%
52147	Power & Light-Police	122,649	138,240	118,240	152,064	10.0%
52148	Power & Light-Fire	44,556	47,300	47,300	52,030	10.0%
52149	Power & Light-Other Bldgs	177,500	221,400	201,400	243,540	10.0%
52150	Water & Sewer	63,243	103,000	103,000	113,300	10.0%
52153	Water & Sewer-City Hall	5,500	5,768	5,768	6,345	10.0%
52154	Water & Sewer-Activity Center	25,666	26,780	26,780	29,458	10.0%
52156	Water & Sewer-Library	7,889	14,214	14,214	15,635	10.0%
52157	Water & Sewer-Police	12,151	10,300	10,300	11,330	10.0%
52158	Water & Sewer-Fire	5,798	48,925	48,925	53,818	10.0%
52159	Water & Sewer-Other Bldgs	247,949	406,850	386,850	447,535	10.0%
52160	Professional Services	113,563	103,500	103,500	100,833	-2.6%
52171	Prof Srvcs - Apprais Dist	141,842	153,500	153,500	153,500	0.0%
52172	Prof Srvcs - Audit Srvcs	23,917	19,933	19,933	19,933	0.0%
52191	Garbage-City Facilities	19,684	25,727	25,727	28,300	10.0%
52192	Recycling-City Facilities	12,206	19,139	19,139	21,053	10.0%
52300	Contracted Services	-	-	-	2,666	100.0%
52350	Building Rental	44,044	50,000	50,000	50,000	0.0%
52391	Software License & Maintenance	243,528	334,770	284,770	328,939	-1.7%
52415	Regional Mobility Plan Study	-	4,000	-	-	-100.0%
52416	Unified Planning Work Program	1,306	2,000	1,000	1,000	-50.0%
52710	Street Lighting	224,545	245,250	245,250	269,775	10.0%
52715	Traffic Lights	590	1,100	1,100	1,210	10.0%
52730	Maintenance-Municipal Complex	96,730	87,600	87,600	87,600	0.0%
	Total Contracted Services	1,957,883	2,461,837	2,331,837	2,657,190	7.9%
53140	Fuel & Lubricants	-	55,000	-	-	-100.0%
53150	Supplies-Other	10,595	5,100	5,100	5,100	0.0%
	Total Material and Supplies	10,595	60,100	5,100	5,100	-91.5%

Department Detail

Fund 100 - General Fund
Department 190 - Special Services (continued)

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
54120	Tuition Reimb Program	11,303	10,125	10,125	10,125	0.0%
54140	Dues & Subscriptions	5,000	5,000	5,000	5,000	0.0%
54160	Insurance	161,387	190,000	190,000	190,000	0.0%
54180	Ems Constribution	425,000	425,000	425,000	425,000	0.0%
54181	Crimestoppers Contribution	15,000	15,000	15,000	15,000	0.0%
54185	Carts	-	-	-	-	0.0%
54188	Rail District	49,500	49,500	49,500	49,500	0.0%
54210	Assessments Center	5,977	6,500	6,500	6,500	0.0%
54260	Training-Supervisory	15,272	45,000	45,000	45,000	0.0%
54350	Economic Development	-	120,000	120,000	120,000	0.0%
54355	Special Economic Development P	-	53,333	53,333	53,333	0.0%
54361	Veteran'S Day Parade	5,039	5,000	5,000	5,000	0.0%
54365	Summerfest Tourism Fireworks	15,000	15,000	15,000	15,000	0.0%
54366	Sights & Sounds	30,000	80,000	80,000	80,000	0.0%
54370	Special Events/Projects	22,039	30,400	30,400	30,400	0.0%
54600	Contingency	-	50,000	50,000	50,000	0.0%
54750	Bank Charges	61,410	45,000	45,000	45,000	0.0%
54891	Civil Service Administration	21,566	28,000	28,000	28,000	0.0%
54915	Safety Program	5,088	5,100	5,100	5,100	0.0%
54920	Employee Recognition	2,967	5,820	5,820	5,820	0.0%
54940	Employee Group Activities	7,585	8,160	8,160	8,160	0.0%
55130	Arts Project Funding	29,944	29,035	29,035	29,035	0.0%
57140	Scheib Opportunity Center	19,050	-	-	-	0.0%
57014	PALS	6,930	-	-	-	0.0%
54194	Centro Cultural Hispano de San Marcos	8,333	25,000	25,000	25,000	0.0%
54195	Lyndon Baines Johnson Museum	8,333	25,000	25,000	25,000	0.0%
54196	Calaboose African American History Museum	8,333	25,000	25,000	25,000	0.0%
54375	Beautification Projects	4,391	20,000	20,000	20,000	0.0%
54376	Youth Initiatives	26,559	78,991	78,991	71,646	-9.3%
	Total Other Charges	971,007	1,394,964	1,394,964	1,387,620	-0.5%
54715	Sales Tax - Rebate	787,891	900,000	900,000	200,000	
610ED	Future ED Incentive		66,667	66,667	66,667	0.0%
61452	Downtown Façade Program		100,000	100,000	100,000	0.0%
610HB	Homebuyer Incentive		42,000	42,000	40,000	-4.8%
61100	Capital Outlay	700,000	1,037,750	1,037,750	1,209,300	16.5%
610XX	Website Redesign	-	-	-	13,333	100.0%
61070	Fire Routine Capital Maintenan	30,000	30,000	30,000	40,000	33.3%
61021	Pd Routine Capital Maintenance	30,000	30,000	30,000	40,000	33.3%
61101	PARD - Routine Capital Mantena	30,000	94,000	94,000	40,000	-57.4%
61420	Building Capital Maintenance	200,000	200,000	200,000	200,000	0.0%
61430	Parks Capital Maintenance	200,000	200,000	200,000	200,000	0.0%
61440	Technology Capital Maintenance	150,000	200,000	200,000	50,000	-75.0%
61450	Streets Capital Maintenance	300,000	300,000	300,000	100,000	-66.7%
61451	Sidewalks	200,000	-	-	-	0.0%
61421	Facility Remodel	500,000	-	-	-	0.0%
	Total One Time Expenses	3,127,891	3,200,417	3,200,417	2,299,300	-28.2%
58110	Oper Trsf/Fund 110	46,985	52,810	52,810	54,596	3.4%
58150	Oper Trsf/Fund 150	-	-	-	-	0.0%
58200	Oper Trsf/Fund 200	-	-	-	-	0.0%
58250	Oper Trsf/Fund 250	60,000	-	-	-	0.0%
58290	Oper Trsf/Fund 290	91,619	249,458	281,495	348,085	39.5%
58291	Oper Trsf/Fund 291	66,642	145,805	123,849	135,538	-7.0%
58295	Oper Trsf/Fund 295	22,519	100,000	140,785	207,261	107.3%
58296	Oper Trsf/Fund 296	-	25,000	25,000	50,000	100.0%
58297	Oper Trsf/Fund 297	-	25,000	10,000	50,000	100.0%
58310	Oper Trsf/Fund 310	550,491	549,637	549,637	548,087	-0.3%
58420	Oper Trsf/Fund 420	538,356	-	-	-	0.0%
58688	Oper Trsf/Fund 688	296,114	451,114	451,114	610,000	35.2%
58680	Oper Trsf/Fund 680	38,822	40,000	125,000	115,000	187.5%
58840	Oper Trsf/Fund 840	76,061	165,500	174,000	145,500	-12.1%
	Total Operation Transfers	1,787,609	1,804,324	1,933,690	2,264,067	25.5%
	Total Prior Period Adjustments	-	-	-	-	0.0%
Total Special Services		7,860,578	9,489,011	8,866,008	10,792,117	13.7%

THE CITY OF
SAN MARCOS

City of San Marcos

2015-16 Annual Budget

Debt Service Fund

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**7,135,423**	**7,422,079**	**7,422,079**	**8,786,572**
Operating Revenues				
Current Ad Valorem	7,366,281	7,734,971	7,734,971	6,076,784
Delinquent Ad Valorem	61,810	102,607	102,607	80,610
Penalties and Interest	53,472	55,250	55,250	43,406
Interest Income	79,686	26,000	26,000	26,000
Hammonds Transfer	549,031	550,490	550,490	549,637
BAB Subsidy	115,345	118,712	118,712	115,618
Pass Thru Toll Revenue	3,030,000	3,030,000	3,030,000	3,030,000
TIRZ Transfer	100,292	228,484	198,767	211,248
Venue Tax Transfer	1,136,517	1,388,152	1,530,000	1,572,571
Total Operating Revenues	**12,492,434**	**13,234,666**	**13,346,797**	**11,705,874**
One-Time Revenues				
One-Time Operating Transfers	-	-	-	-
Total One-Time Revenues	-	-	-	-
Total Funds Available	**19,627,857**	**20,656,745**	**20,768,876**	**20,492,446**
Operating Expenditures				
Principal Payments	7,000,000	7,330,000	7,370,000	7,770,000
Interest Payments	5,199,806	5,347,492	4,582,304	4,723,675
Fiscal Agent Fees	5,971	26,250	30,000	31,250
Callable Debt	-	-	-	-
Total Operating Expenditures	**12,205,778**	**12,703,742**	**11,982,304**	**12,524,925**
Ending Fund Balance	**7,422,079**	**7,953,003**	**8,786,572**	**7,967,520**
Fund Balance as a Percentage of Total Expenditures	60.81%	62.60%	73.33%	63.61%
Total Outstanding Tax Supported Debt	77,960,000	81,805,000	81,805,000	65,765,000

Outstanding Tax Supported Debt	**Original Principal**
Series 2007 General Obligation Bonds	280,000
Series 2007B Combination Tax and Revenue Certificates of Obligation (Tax Portion Only)	1,470,000
Series 2008 General Obligation Bonds	590,000
Series 2008 Combination Tax and Revenue Certificates of Obligation (Tax Portion Only)	955,000
Series 2008 Pass-Through Toll Revenue & Limited Tax Bonds Tax (Tax Portion Only)	645,000
Series 2008A Combination Tax and Revenue Certificates of Obligation	5,855,000
Series 2009 Direct Placement	6,810,000
Series 2009 GO Refunding Bonds	3,080,000
Series 2009 General Obligation Bonds	2,755,000
Series 2010 Taxable Build America Bonds	6,250,000
Series 2010 General Obligation Refunding Bonds	7,335,000
Series 2012 General Obligation Refunding Bonds	5,370,000
Series 2013 General Obligation Refunding Bonds	670,000
Series 2013 Combination Tax & Revenue Bonds	3,365,000
Series 2014 Combination Tax & Revenue Bonds	5,525,000
Series 2014 General Obligation Refunding Bonds	6,420,000
Series 2014A General Obligation Refunding Bonds	8,390,000
Total	65,765,000

Fund Balance as a Percentage of Total Original Principal Amount for Outstanding Tax Supported Debt 12.12%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division 418 - 2004 Certificates of Obligation						
71150	Principal Payments	130,000		-	-	0.0%
71200	Interest Payments	4,810		-	-	0.0%
71300	Fiscal Agent Fees	-		-	-	0.0%
	Total	134,810		-	-	0.0%
Fund 310 - Debt Service Fund						
Division 419 - 2005 Certificates of Obligation						
71150	Principal Payments	305,000		-	-	0.0%
71200	Interest Payments	18,500		-	-	0.0%
71300	Fiscal Agent Fees	300		-	-	0.0%
	Total	323,800		-	-	0.0%
Fund 310 - Debt Service Fund						
Division 421 - 2007 General Obligation Bonds-Ref						
71150	Principal Payments	80,000	85,000	85,000	90,000	5.9%
71200	Interest Payments	40,923	15,631	15,631	12,019	-23.1%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	121,461	101,881	101,881	103,269	1.4%
Fund 310 - Debt Service Fund						
Division 420 - 2007B Combination Tax & Revenue-Ref						
71150	Principal Payments	430,000	450,000	450,000	470,000	4.4%
71200	Interest Payments	216,341	82,238	82,238	63,113	-23.3%
71300	Fiscal Agent Fees	179	1,250	1,250	1,250	0.0%
	Total	646,520	533,488	533,488	534,363	0.2%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division 422 - 2007 Combination Tax & Revenue Hotel-Ref						
71150	Principal Payments	500,000	520,000	520,000	540,000	3.8%
71200	Interest Payments	339,572	54,400	54,400	33,200	-39.0%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	840,109	575,650	575,650	574,450	-0.2%
Fund 310 - Debt Service Fund						
Division 423 - 2007A Combination Tax & Revenue Hotel						
71150	Principal Payments	195,000	205,000	205,000	215,000	4.9%
71200	Interest Payments	355,491	344,638	17,463	5,913	-98.3%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	551,029	550,888	223,713	222,163	-59.7%
Fund 310 - Debt Service Fund						
Division 424 - 2008 General Obligation Bonds-Ref						
71150	Principal Payments	175,000	180,000	180,000	190,000	5.6%
71200	Interest Payments	149,885	143,104	31,313	24,113	-83.2%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	325,423	324,354	212,563	215,363	-33.6%
Fund 310 - Debt Service Fund						
Division 425 - 2008 Combination Tax & Revenue Certificates of Obligation-Ref						
71150	Principal Payments	280,000	295,000	295,000	305,000	3.4%
71200	Interest Payments	244,359	233,159	50,825	39,025	-83.3%
71300	Fiscal Agent Fees	269	1,250	1,250	1,250	0.0%
	Total	524,628	529,409	347,075	345,275	-34.8%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division 426 - 2008 Pass Through Toll Revenue & Limited Tax Bonds (Toll & Tax Supported)-Ref						
71150	Principal Payments	1,515,000	1,575,000	1,575,000	1,635,000	3.8%
71200	Interest Payments	1,489,394	1,259,706	270,740	207,740	-83.5%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	3,004,931	2,835,956	1,846,990	1,843,990	-35.0%
Fund 310 - Debt Service Fund						
Division 427 - 2008A McCarty Lane Direct Placement						
71150	Principal Payments	310,000	325,000	325,000	340,000	4.6%
71200	Interest Payments	299,189	284,898	284,898	269,916	-5.3%
71300	Fiscal Agent Fees	-	1,250	1,250	1,250	0.0%
	Total	609,189	611,148	611,148	611,166	0.0%
Fund 310 - Debt Service Fund						
Division 428 - 2009 Combination Tax & Revenue Certificates of Obligation						
71150	Principal Payments	330,000	345,000	345,000	360,000	4.3%
71200	Interest Payments	350,787	337,588	337,588	323,788	-4.1%
71300	Fiscal Agent Fees	50	1,250	1,250	1,250	0.0%
	Total	680,837	683,838	683,838	685,038	0.2%
Fund 310 - Debt Service Fund						
Division 429 - 2009 General Obligation Bonds						
71150	Principal Payments	140,000	145,000	145,000	150,000	3.4%
71200	Interest Payments	132,569	128,019	128,019	122,944	-4.0%
71300	Fiscal Agent Fees	150	1,250	1,250	1,250	0.0%
	Total	272,719	274,269	274,269	274,194	0.0%
Fund 310 - Debt Service Fund						
Division 430 - 2009 General Obligation Refunding Bonds						
71150	Principal Payments	1,235,000	815,000	815,000	835,000	2.5%
71200	Interest Payments	205,581	156,181	156,181	123,581	-20.9%
71300	Fiscal Agent Fees	150	1,250	1,250	1,250	0.0%
	Total	1,440,731	972,431	972,431	959,831	-1.3%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division-431 Taxable Series 2010 Build America Bonds						
71150	Principal Payments	340,000	345,000	345,000	355,000	2.9%
71200	Interest Payments	339,178	330,338	330,338	319,643	-3.2%
71300	Fiscal Agent Fees	75	1,250	1,250	1,250	0.0%
	Total	679,253	676,588	676,588	675,893	-0.1%
Fund 310 - Debt Service Fund						
Division-432 General Obligation Refunding Bonds Series 2010						
71150	Principal Payments	1,035,000	1,040,000	1,040,000	1,045,000	0.5%
71200	Interest Payments	307,575	281,700	281,700	250,500	-11.1%
71300	Fiscal Agent Fees	300	1,250	1,250	1,250	0.0%
	Total	1,342,875	1,322,950	1,322,950	1,296,750	-2.0%
Fund 310 - Debt Service Fund						
Division -433 General Obligation Refunding Bonds Series 2012						
71150	Principal Payments	-	150,000	150,000	480,000	220.0%
71200	Interest Payments	190,913	190,913	190,913	188,475	-1.3%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	191,047	342,163	342,163	669,725	95.7%
Fund 310 - Debt Service Fund						
Division -434 General Obligation Refunding Bonds Series 2013						
71150	Principal Payments	-				
71200	Interest Payments	262,000	33,500	33,500	33,500	0.0%
71300	Fiscal Agent Fees	269	1,250	1,250	1,250	0.0%
	Total	262,269	34,750	34,750	34,750	0.0%
Fund 310 - Debt Service Fund						
Division -435 Combination Tax & Revenue Certificates of Obligation Series 2013						
71150	Principal Payments	-	140,000	140,000	145,000	3.6%
71200	Interest Payments	142,666	115,675	115,675	112,875	-2.4%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	142,800	256,925	256,925	259,125	0.9%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division -436 General Obligation Refunding Bonds, Series 2013 (Pass Thru Toll Portion)						
71150	Principal Payments	-				
71200	Interest Payments	-	228,500	228,500	228,500	0.0%
71300	Fiscal Agent Fees	-	1,250	1,250	1,250	0.0%
	Total	-	229,750	229,750	229,750	0.0%
Fund 310 - Debt Service Fund						
Division -XXXCombination Tax & Revenue Certificates of Obligation 2014						
71150	Principal Payments	-	415,000	415,000	25,000	-94.0%
71200	Interest Payments	-	205,756	205,756	165,988	-19.3%
71300	Fiscal Agent Fees	323	1,250	1,250	1,250	0.0%
	Total	323	622,006	622,006	192,238	-69.1%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014						
71150	Principal Payments	-	300,000	300,000	-	-100.0%
71200	Interest Payments	110,074	296,900	296,900	290,900	-2.0%
71300	Fiscal Agent Fees	950	1,250	1,250	1,250	0.0%
	Total	111,024	598,150	598,150	292,150	-51.2%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014 Pass Thruough Toll						
71150	Principal Payments	-				
71200	Interest Payments	-	258,850	258,850	258,850	0.0%
71300	Fiscal Agent Fees	-	1,250	1,250	1,250	0.0%
	Total	-	260,100	260,100	260,100	0.0%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014 HOT Tax Portion						
71150	Principal Payments	-				
71200	Interest Payments	-	365,800	365,800	365,800	0.0%
71300	Fiscal Agent Fees	-	1,250	1,250	1,250	0.0%
	Total	-	367,050	367,050	367,050	0.0%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014A						
71150	Principal Payments	-		-		
71200	Interest Payments	-		236,671	359,500	100.0%
71300	Fiscal Agent Fees	-		1,250	1,250	100.0%
	Total	-	-	237,921	360,750	100.0%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014B						
71150	Principal Payments	-		40,000	80,000	100.0%
71200	Interest Payments	-		132,235	200,496	100.0%
71300	Fiscal Agent Fees	-		1,250	1,250	100.0%
	Total	-	-	173,485	281,746	100.0%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Refunding Bonds, Series 2014A-Pass-Through Portion						
71150	Principal Payments	-				
71200	Interest Payments	-		476,173	723,300	100.0%
71300	Fiscal Agent Fees	-		1,250	1,250	100.0%
	Total	-	-	477,423	724,550	100.0%
Fund 310 - Debt Service Fund						
Division -XXX General Obligation Bonds, Series 2015						
71150	Principal Payments	-			510,000	100.0%
71200	Interest Payments	-		-	-	0.0%
71300	Fiscal Agent Fees	-		-	1,250	100.0%
	Total	-	-	-	511,250	100.0%
Summary						
	Principal Payments	7,000,000	7,330,000	7,370,000	7,770,000	6.0%
	Interest Payments	5,199,806	5,347,492	4,582,304	4,723,675	-11.7%
	Fiscal Agent Fees	5,971	26,250	30,000	31,250	19.0%
	New Debt Payments	-	-	-	-	0.0%
	Total	12,205,778	12,703,742	11,982,304	12,524,925	-1.4%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA LAST TEN FISCAL YEARS

Fiscal Year	Population	Assessed Value	Gross Bonded Debt	Debt Service Funds	Net Bonded Debt	Percent of Net Debt to Assessed Value	Net Debt Per Capita
2006	47,069	1,870,714,884	40,415,000	1,557,638	38,857,362	1.91%	776
2007	50,049	2,039,634,021	48,930,000	5,764,165	43,165,835	2.12%	862
2008	50,317	2,276,934,847	77,010,000	6,003,239	71,006,761	3.12%	1,411
2009	50,913	2,623,365,186	77,960,000	7,199,004	70,760,996	3.11%	1,313
2010	53,913	2,504,035,456	81,805,000	6,428,387	75,376,613	2.87%	1,333
2011	47,505	2,452,170,753	76,840,000	7,913,022	68,926,978	2.55%	1,476
2012	46,750	2,456,366,767	71,980,000	10,973,198	61,006,802	2.49%	1,305
2013	50,001	2,861,809,498	72,090,000	10,404,537	61,685,463	2.15%	1,233
2014	54,076	3,057,698,401	71,210,000	7,135,423	64,074,577	2.09%	1,184
2015	58,892	3,394,045,225	65,765,000	7,422,079	58,342,921	1.71%	990

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

RATIO OF ANNUAL DEBT SERVICE EXPENDITURES FOR GENERAL BONDED DEBT TO TOTAL GENERAL GOVERNMENT EXPENDITURES LAST TEN FISCAL YEARS

Fiscal Year	Principal	Interest	Total Debt Service	Total General Governmental Expenditures	Ratio of Total Debt Service to General Governmental Expenditures
2006	2,810,000	1,808,161	4,618,161	45,263,436	10 %
2007	3,030,000	1,887,770	4,917,770	43,664,381	11%
2008	3,195,000	1,820,060	5,015,060	49,968,402	11%
2009	4,695,000	4,039,047	8,734,047	55,597,726	11%
2010	4,780,000	3,478,882	8,258,882	58,684,164	11%
2011	4,005,000	3,216,402	7,221,402	62,691,847	11%
2012	4,750,000	3,269,200	8,019,200	63,879,206	11%
2013	4,855,000	2,940,719	7,795,719	60,705,849	12%
2014	4,980,000	2,782,545	7,762,545	68,127,194	11%
2015	5,230,000	2,696,776	7,926,775	73,314,510	11%

* Includes expenditures of the General, Special Revenue, Debt Service, Capital Projects, and Permanent Funds.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

COMPUTATION OF LEGAL DEBT MARGIN
SEPTEMBER 30, 2015

State Law Limit – 10% of Taxable Assessed Value

Actual taxable assessed value at September 30, 2015		$ 3,667,359,174
Debt limit – 10% of taxable assessed value		366,735,917
Total general obligation debt outstanding	$ 65,765,000	
Less: Debt Service Fund balance	8,786,572	
Debt applicable to debt limit		59,978,428
Legal debt margin		$306,757,489

City of San Marcos Financial Policy Limit – 5% of Taxable Assessed Value

Actual taxable assessed value at September 30, 2015		$ 3,667,359,174
Debt limit – 5% of taxable assessed value		183,367,958
Total general obligation debt outstanding	$ 65,765,000	
Less: Debt Service Fund balance	8,786,572	
Debt applicable to debt limit		59,978,428
Debt margin – Financial Policy		$123,389,530

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET
SUMMARY OF OUTSTANDING DEBT
AS OF SEPTEMBER 30, 2015

Issue	Purpose	Interest Rate	Amount Issued	Issue Date	Maturity Date	Amount Outstanding
2007 General Obligation Bonds	Constructing, reconstructing and improving streets and other related expenses.	4.25%	1,895,000	06/15/2007	08/15/2026	280,000
2007 B Combination Tax & Revenue Certificates	Constructing, reconstructing and improving streets and other related expenses.	4.25%	12,235,000	06/15/2007	08/15/2026	1,470,000
2008 GO Bonds	Constructing, reconstructing and improving streets and other related expenses.	4.67%	4,790,000	04/02/2008	08/15/2027	590,000
2008 Combination Tax & Revenue	Constructing, reconstructing and improving streets and other related expenses.	4.78%	11,960,000	04/02/2008	08/15/2027	955,000
2008 Pass-Through Toll Revenue	Wonder World Drive Project (Tax Portion)	5.01%	5,450,000	04/02/2008	08/15/2031	645,000
2008A Direct Placement-McCarty	McCarty Lane Project	4.61%	7,600,000	09/16/2008	08/15/2028	5,855,000
2009 General Obligation	Constructing, reconstructing and improving streets and other related expenses.	4.60%	23,455,000	06/15/2009	09/30/2029	2,755,000
2009 General Obligation Refunding Bonds	Constructing, reconstructing and improving streets and other related expenses.	4.46%	4,495,000	06/15/2009	09/30/2029	3,080,000
2009 Certificates of Obligation	Constructing, reconstructing and improving streets and other related expenses	3.38%	9,745,000	06/15/2009	09/30/2029	6,810,000
2010 Combination Tax & Revenue	Build America Bonds	3.49%	8,625,000	03/01/2010	08/15/2030	6,250,000
2010 GO Refunding Bonds	Refunding Bonds	2.69%	17,245,000	11/01/10	08/15/2023	7,335,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET
SUMMARY OF OUTSTANDING DEBT (CONT'D)
AS OF SEPTEMBER 30, 2015

Issue	Purpose	Interest Rate	Amount Issued	Issue Date	Maturity Date	Amount Outstanding
2012 General Obligations Refunding Bonds	General Obligation Refunding Bonds	2.76%	5,520,000	02/29/2012	08/15/2025	5,370,000
2013 General Obligation Refunding Bonds	General Obligation Refunding Bonds	3.64%	670,000	04/12/2013	08/15/2031	670,000
2013 Combinations Tax & Revenue Bonds	Constructing, reconstructing and improving streets and other related expenses.	3.12%	3,505,000	04/12/2013	08/15/2033	3,365,000
2014 Combination Tax & Revenue Bonds	Constructing, reconstructing and improving streets and other related expenses.	3.07%	5,940,000	05/20/2014	08/15/2034	5,525,000
20014 General Obligation Refunding Bonds	General Obligation Refunding Bonds	2.85%	6,720,000	06/15/2014	08/15/2026	6,420,000
2014A General Obligation Refunding Bonds	General Obligation Refunding Bonds	2.78%	8,390,000	12/18/2014	9/30/29	8,390,000
SUBTOTAL TAX SUPPORTED DEBT			138,235,000			65,765,000
2007 Combination Tax & Revenue	Hammon Hotel and Conference Center	4.25 %	15,575,000	06/15/2007	02/15/2032	1,100,000
2007A Combination Tax & Revenue	Hammon Hotel and Conference Center Developer Supported	5.25 %	6,905,000	06/15/2007	02/15/2032	420,000
2014 General Obligation Refunding Bonds	Hammon Hotel and Conference Center	2.85%	8,500,000	06/15/2014	08/15/2032	8,500,000
2014B General Obligation Refunding	Hammon Hotel and Conference Center	2.78%	6,210,000	12/18/2014	02/15/32	6,170,000
2008 Pass-Through Toll Revenue	Wonder World Drive Project	5.01%	37,500,000	04/02/2008	08/15/2031	4,460,000
2013 General Obligation Refunding Bonds	Wonder World Pass Through Portion	3.64%	4,570,000	04/12/2013	08/15/2031	4,570,000
2014 General Obligation Refunding Bonds	Wonder World Pass Through Portion	2.85%	5,350,000	06/15/2014	08/15/2024	5,350,000
2014General Obligation Refunding Bonds	Wonder World Pass Through Portion	2.78%	17,420,000	12/18/2014	8/15/29	17,420,000
TOTAL OUTSTANDING DEBT			$194,227,500			$113,755,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL OBLIGATION DEBT SERVICE REQUIREMENTS
SEPTEMBER 30, 2015

Fiscal Year		Principal		Interest		Total
2016		4,995,000		2,614,252		7,609,252
2017		5,170,000		2,441,302		7,611,302
2018		5,360,000		2,250,790		7,610,790
2019		5,060,000		2,050,846		7,110,846
2020		5,335,000		1,874,825		7,209,825
2021		4,595,000		1,662,294		6,257,294
2022		4,785,000		1,481,697		6,266,697
2023		4,845,000		1,288,203		6,133,203
2024		4,475,000		1,084,162		5,559,162
2025		4,475,000		878,432		5,353,432
2026		4,140,000		683,836		4,823,836
2027		3,455,000		515,214		3,970,214
2028		2,755,000		358,468		3,113,468
2029		2,260,000		242,994		2,502,994
2030		1,450,000		151,526		1,601,526
2031		900,000		94,262		994,262
2032		630,000		59,362		689,362
2033		655,000		37,800		692,800
2034		425,000		14,875		439,875
Total		65,765,000		19,785,142		85,550,142

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

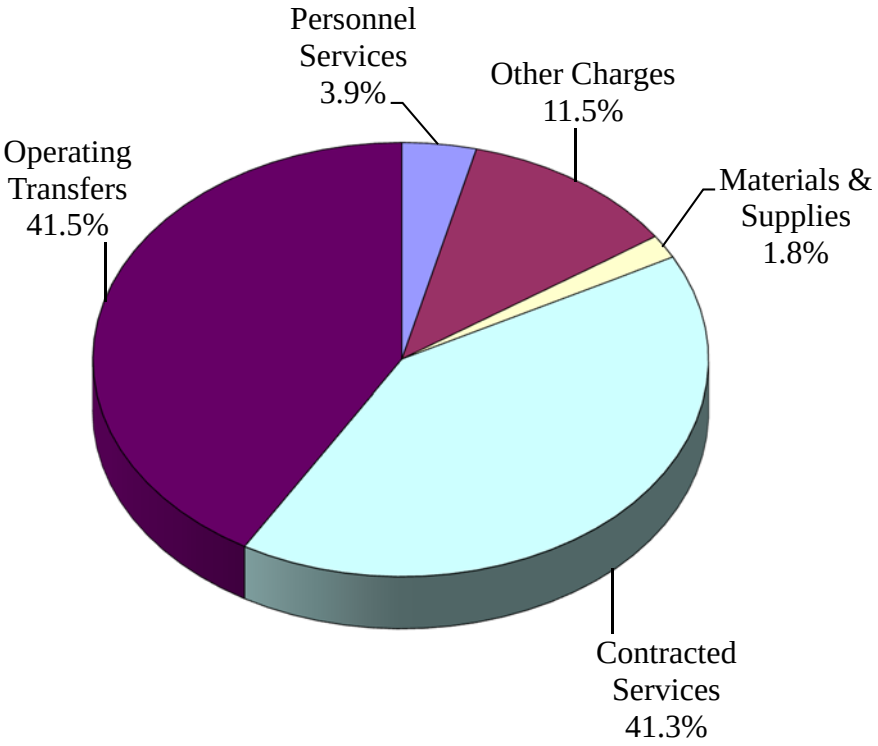
HOTEL OCCUPANCY TAX FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Fund Balance - Reserved and Unreserved	**837,458**	**380,550**	**380,550**	**529,744**
Operating Revenues				
Hotel Occupancy Tax	1,552,887	1,730,524	1,890,000	2,179,000
Penalties	6,746	-	-	-
Embassy Tax Revenue	942,828	945,158	990,000	950,000
Venue Tax-2%	443,670	494,435	540,000	622,571
Interest Income	537	1,000	1,000	1,000
Other Revenue	2	22,500	-	-
Operating Transfer for Main Street	46,985	52,810	52,810	54,596
Total Operating Revenues	**2,993,655**	**3,246,427**	**3,473,810**	**3,807,168**
Total Funds Available	**3,831,113**	**3,626,977**	**3,854,360**	**4,336,912**
Operating Expenditures				
San Marcos CVB Tourism Contract	1,013,650	1,178,515	1,178,515	1,304,000
Tanger Marketing Program	150,000	150,000	150,000	150,000
Downtown Marketing Coop	24,026	75,000	50,000	75,000
Building Repairs	-	32,000	15,000	32,000
Tourist Account	1,010	5,000	5,000	5,000
Transportation	480	10,000	10,000	10,000
Eco Tourism	-	40,000	-	40,000
Sports Tourism		60,000	-	60,000
Airport Branding/Wayfinding	1,818	-	-	-
Downtown Lighting	-	-	-	82,000
Mural Funding	19,352	30,000	30,000	35,000
Arts Project Funding	50,000	50,000	50,000	75,000
Permanent Art	3,182	50,000	50,000	75,000
Main Street Program	235,266	264,051	256,101	272,982
Total Operating Expenditures	**1,498,784**	**1,944,566**	**1,794,616**	**2,215,982**
Operating Transfers and Adjustments				
Transfer of Venue Tax	1,386,498	1,439,593	1,530,000	1,572,571
Total Transfers and Adjustments	**1,386,498**	**1,439,593**	**1,530,000**	**1,572,571**
Reserved for Unspent Allocations - Arts Funding	123,274			
Reserved for Unspent Allocations - Branding Marketing	23,825			
Reserved for Unspent Allocations - Wayfinding	378,182			
Reserved for Unspent Allocations - Conference Ctr.	15,000	-	-	-
Reserved for Unspent Allocations - Performing Arts Center	25,000			
Total Reserves for Unspent Allocations	565,281	-	-	-
Ending Unreserved Fund Balance	**380,550**	**242,818**	**529,744**	**548,359**
Fund Balance as a Percentage of Total Expenditures	25.39%	12.49%	29.52%	24.75%

City of San Marcos

2015-16 Annual Budget

Hotel Occupancy Tax Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Total
Other Tourism Programs	0	1,529,000	32,000	382,000	1,572,571	3,515,571
Main Street Program	147,328	35,835	35,177	54,642	0	272,982
Total	147,328	1,564,835	67,177	436,642	1,572,571	3,788,553

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 110 - Hotel Occupancy Tax Fund						
Department 300 - Other Tourism Programs						
52062	San Marcos CVB Tourism Contrac	1,013,650	1,178,515	1,178,515	1,304,000	10.6%
52068	Tanger Marketing Program	150,000	150,000	150,000	150,000	0.0%
52072	Downtown Mrktng Coop	24,026	75,000	50,000	75,000	0.0%
	Total Contracted Services	1,187,676	1,403,515	1,378,515	1,529,000	8.9%
53240	Repairs-Building Materials	-	32,000	15,000	32,000	0.0%
	Total Materials and Supplies	-	32,000	15,000	32,000	0.0%
54362	Tourist Account	1,010	5,000	5,000	5,000	0.0%
54367	Transportation	480	10,000	10,000	10,000	0.0%
54371	Airport Branding/Wayfinding	1,818	-	-	-	0.0%
54372	Downtown Lighting	-	-	-	82,000	100.0%
54373	Mural Funding	19,352	30,000	30,000	35,000	16.7%
5XXX1	Eco Tourism Funding	-	40,000	20,000	40,000	0.0%
5XXX2	Sports Tourism	-	60,000	30,000	60,000	0.0%
55130	Arts Project Funding	50,000	50,000	50,000	75,000	50.0%
55134	Permanent Art	3,182	50,000	50,000	75,000	50.0%
	Total Other Charges	75,842	245,000	195,000	382,000	55.9%
58310	Oper Trsf/Fund 310	1,386,498	1,439,593	1,530,000	1,572,571	9.2%
	Total Operating Transfers	1,386,498	1,439,593	1,530,000	1,572,571	9.2%
Total Other Tourism Programs		2,650,016	3,120,108	3,118,515	3,515,571	12.7%

Main Street

Main Street	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Main Street Program Manager	1	1	1	1	1.00	1.00	1.00	1.00
Main Street Program Coordinator	1	1	1	1	0.48	1.00	1.00	1.00
Total	2	2	2	2	1.48	2.00	2.00	2.00

Mission Statement

The mission of the San Marcos Main Street Program is to enhance the cultural identity, historical significance and economic stability of our community through a comprehensive downtown revitalization program of design, economic restructuring, organization and promotion.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	134,535	139,843	139,843	147,328
Contracted Services	21,065	48,709	33,909	35,835
Materials and Supplies	11,515	10,874	17,724	35,177
Other Charges	68,151	64,625	64,625	54,642
Capital Outlay	0	0	0	0
Total	235,266	264,051	256,101	272,982

Goals and Objectives

To preserve, protect and promote the unique character of downtown through the Main Street Four-Point Approach which is the foundation of revitalization from cultural and architectural heritage to local enterprises and community pride.

To comply with the mandated Four-Point Approach of the National Trust for Historic Preservation's Main Street Program, the San Marcos Main Street Program's objectives are:

Design

- To improve and preserve the downtown environment to include buildings, infill, and new development compatibility, enhancing the visual and historic qualities and economic viability of the commercial district.

Organization

- To building partnerships, consensus, and cooperation among community groups, stakeholders, and individuals in the revitalization process and assemble human and financial resources to implement revitalization efforts.

Promotion

- To promote a positive image of downtown by marketing the district's unique characteristics to residents, investors, business owners and visitors with an effective promotional strategy through advertising, retail promotions, and special events.

Economic Restructuring

- To strengthen downtown's existing economic assets while expanding and diversifying its economic base to meet new and existing opportunities and challenges.

What We Accomplished in 2014-15

- Accredited as a 2015 National Main Street City by the National Trust and the Texas Historical Commission by achieving identified standards of performance based on the Main Street Four-Point Approach based on 2014 performance.
- Submitted required quarterly reinvestment reports to the state. In 2014 the private sector reinvested $2,112,128.94 in downtown with 27 businesses opening. Provided resources and information for new and existing businesses and potential investors.
- Continued marketing strategies targeting tourists and the community. The newly designed monthly newsletter now reaches over 700 recipients.
- Continuing architectural assistance and façade grant program for downtown businesses and building owners, targeting historic properties that contribute to the unique character of downtown as funds are available. In 2014, Main Street Program has awarded $ 22,949.79 to 18 downtown business and property owners.
- Monitored and leased downtown parking lot spaces. Lot is fully leased. Managed additional Parking programs including Edward Gary Parking Voucher and Justice Center employee parking lot programs.
- Provided staff support to various organizations including Main Street Board, Downtown Association, Chamber's Business Development Committee, Heritage Association of San Marcos Board, Design Review Committee, as well as Convention and Visitor's Bureau Board.
- Worked with SMPD and KSMB to improve cleanliness, beautification, safety, and graffiti clean-up, to create a cleaner, safer, and more pedestrian-friendly downtown.
- Created and supported 28 downtown events that brought nearly 10,000 visitors to downtown.
- Worked with classes Texas State University including PR Campaigns, MBA Capstone Group, and Recreation Programming
- Facilitated 4 committees chaired by members of the Main Street Advisory Board that oversee each of the 4 Points of Main Street Program Approach.
- Partnerships developed and fostered with Small Business Development Center, Greater San Marcos Partnership, Texas State organizations including KTSW Net Impact, Horticulture group, Student Affairs, Community Relations, ACT, Bobcat Build among others.

What We Plan to Accomplish in 2015-16

- Meet identified standards of performance in 2016 set by the National Trust for accreditation as a 2015 National Main Street City.
- Continue to work on downtown beautification as resources are available.
- Use completion of the downtown construction projects to highlight and feature our new and improved downtown streetscapes and experience.
- Bid for conferences and conventions that will bring visitors to our downtown area.
- Develop additional promotional strategies to meet the challenging and changing market. Respond to opportunities which bring visitors to the heart of our city such as events, TxState parents, visitors, LBJ Museum, and others.
- Continue to protect and enhance downtown's unique character through free architectural assistance and façade grants to businesses and building owners.
- Address issues and recommendations contained in the Main Street Board's work plan.
- Respond to and provide assistance and resources to tourists, new and existing businesses, investors, and the downtown community. Maintain the Main Street website. Develop and produce monthly newsletter for downtown and the community.
- Continue providing staff support to local groups and organizations.
- Continue programs that meet the individual Main Street Program's goals.

- Monitor and lease downtown parking lot and find other ways to alleviate parking issues in the downtown area.
- Continue downtown marketing plan for advertising as funds are available.
- Continue to work with Parks & Recreation and Police Department to improve downtown streetscape, sidewalks, cleanliness and safety.
- Increase volunteerism and advocacy for downtown.
- Prioritize and implement objectives and goals of the Vision San Marcos comprehensive master plan and the Downtown Master Plan.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Number of Attendees brought to downtown as a result of events	Number	2,150	7,000	7,000
Special Events Supported	Number	10	22	22
New Businesses Opened Downtown	Number	23	25	25
Total of Public & Private Sector Reinvestment in Downtown	Dollars	$750,000	$12,726,584	$3,681,644
Total Reinvestment by the Private Sector	Dollars	$400,000	$11,707,219	$915,644
Private Sector Reinvestment in Buildings Rehabs	Dollars	$300,000	$5,525,719	$300,000
Private Sector Reinvestment in Buildings Purchased/Constructed	Dollars	$100,000	$6,181,500	$915,824
Economic Development Contacts/Requests	Number	6	4	4

Department Detail

Fund 110 - Hotel Occupancy Tax Fund
Department 301 - Main Street Program

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	94,227	97,448	97,448	101,754	4.4%
51110	Workmen'Scompensation	66	99	99	120	21.2%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	1,316	1,414	1,414	1,477	4.5%
51200	City Fica	5,626	6,045	6,045	6,313	4.4%
51210	City Tmrs	17,120	17,784	17,784	18,151	2.1%
51220	City Medical/Hospital Insuranc	16,180	14,136	14,136	16,884	19.4%
51300	Stability Pay	-	52	52	76	46.2%
51320	Market - Merit: Non-Civil Ser	-	2,865	2,865	2,554	-10.9%
	Total Personnel Services	134,535	139,843	139,843	147,328	5.4%
52100	Printing & Publications	2,632	4,000	4,000	2,300	-42.5%
52110	Telephone	2,157	1,800	4,500	4,725	162.5%
52149	Power & Light-Other Bldgs	-	-	-	-	0.0%
52159	Water & Sewer-Other Bldgs	-	-	-	-	0.0%
52160	Professional Services	2,090	8,100	8,100	11,500	42.0%
52350	Building Rental	13,000	32,500	15,000	15,000	-53.8%
52390	Maint Contract-Office Equip	-	913	913	913	0.0%
52391	Software License & Maintenance	1,187	1,396	1,396	1,397	0.1%
	Total Contracted Services	21,065	48,709	33,909	35,835	-26.4%
53150	Supplies-Other	-	-	150	-	0.0%
53160	Supplies-Office	2,399	300	7,000	9,400	3033.3%
53180	Postage	357	600	600	300	-50.0%
53210	Advertising	8,759	9,974	9,974	25,477	155.4%
	Total Materials and Supplies	11,515	10,874	17,724	35,177	223.5%
54140	Dues & Subscriptions	2,131	1,894	1,894	3,065	61.8%
54170	Main St-Incentive Program	6,151	4,488	4,488	4,488	0.0%
54280	Texas Natural	-	-	-	-	0.0%
54340	Professional Development	2,847	760	760	1,800	136.8%
54342	Meals	1,724	1,472	1,472	1,500	1.9%
54343	Travel	5,063	2,000	2,000	4,300	115.0%
54370	Special Events/Projects	50,234	54,011	54,011	39,489	-26.9%
	Total Other Charges	68,151	64,625	64,625	54,642	-15.4%
Total Main Street Program		235,266	264,051	256,101	272,982	3.4%

THE CITY OF
SAN MARCOS

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

MUNICIPAL COURT TECHNOLOGY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**152,201**	**174,992**	**174,992**	**175,017**
Operating Revenues				
Technology Fee	26,126	30,000	30,000	30,000
Interest Income	-	25	25	25
Total Operating Revenues	**26,126**	**30,025**	**30,025**	**30,025**
Total Funds Available	**178,328**	**205,017**	**205,017**	**205,042**
Operating Expenditures				
Materials and Supplies	-	5,000	5,000	5,000
Total Operating Expenditures	**-**	**5,000**	**5,000**	**5,000**
One-Time Expenditures				
Capital Outlay	3,335	25,000	25,000	25,000
Total One-Time Expenditures	**3,335**	**25,000**	**25,000**	**25,000**
Ending Unreserved Fund Balance	**174,992**	**175,017**	**175,017**	**175,042**
Fund Balance as a Percentage of Total Expenditures	100.00%	3500.35%	3500.35%	3500.85%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 240 - Municipal Court Technology Fund						
Department 334 - Technology Fee						
53150	Supplies - Other	-	5,000	5,000	5,000	
	Total Materials and Supplies	-	5,000	5,000	5,000	
61040	Computer Equipment	3,335	25,000	5,000	25,000	0.0%
	Total Capital Outlay	3,335	25,000	5,000	25,000	0.0%
Total Technology Fee		3,335	30,000	10,000	30,000	0.0%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

MUNICIPAL COURT SECURITY FEE FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**128,792**	**112,770**	**112,770**	**99,940**
Operating Revenues				
Security Fee	20,589	24,000	24,000	24,000
Interest Income	-	12	12	12
Total Operating Revenues	**20,589**	**24,012**	**24,012**	**24,012**
Total Funds Available	**149,381**	**136,782**	**136,782**	**123,952**
Operating Expenditures				
Personnel	6,611	6,842	6,842	7,143
Materials and Supplies	30,000	5,000	30,000	5,000
Total Operating Expenditures	**36,611**	**11,842**	**36,842**	**12,143**
One-Time Expenditures				
Capital Outlay	-	-	-	-
Total One-Time Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**112,770**	**124,940**	**99,940**	**111,809**
Fund Balance as a Percentage of Total Expenditures	308.02%	1055.06%	271.27%	920.78%

Department Detail

Fund 241 - Municipal Court Security Fee Fund
Department 333 Municipal Court Special Fees

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	1,766	6,245	6,245	6,497	4.0%
51110	Workmen'Scompensation	12	54	54	67	23.4%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	26	91	91	95	4.8%
51200	City Fica	109	391	391	408	4.2%
51210	City Tmrs	-	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	-	-	-	-	0.0%
51300	Stability Pay	-	61	61	77	25.5%
	Total Personnel Services	1,913	6,842	6,842	7,143	4.4%
53150	Supplies - Other	-	5,000	30,000	5,000	0.0%
	Total Materials and Supplies	-	5,000	30,000	5,000	
Total Security Fee		1,913	11,842	36,842	12,143	2.5%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

MUNICIPAL COURT JUVENILE FEE FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**15,963**	**5,014**	**5,014**	**(2,557)**
Operating Revenues				
Juvenile Fee	33,424	40,000	40,000	40,000
Truancy Fee	2,424	3,000	3,000	3,000
Interest Income	-	-	-	-
Total Operating Revenues	**35,848**	**43,000**	**43,000**	**43,000**
Total Funds Available	**51,812**	**48,014**	**48,014**	**40,443**
Operating Expenditures				
Personnel Services	46,798	50,571	50,571	52,239
Total Operating Expenditures	**46,798**	**50,571**	**50,571**	**52,239**
One-Time Expenditures				
Capital Outlay	-	-	-	-
Total One-Time Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**5,014**	**(2,557)**	**(2,557)**	**(11,796)**
Fund Balance as a Percentage of Total Expenditures	10.71%	-5.06%	-5.06%	-22.58%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 242 - Municipal Court Juvenile Fee Fund						
Department 332 Municipal Court Special Fees						
51100	Salaries	33,918	34,528	34,528	34,840	0.9%
51110	Workmen'Scompensation	23	35	35	41	17.1%
51190	Medicare	493	501	501	506	1.0%
51200	City Fica	2,108	2,141	2,141	2,162	1.0%
51210	City Tmrs	5,889	6,298	6,298	6,216	-1.3%
51220	City Medical/Hospital Insuranc	4,294	7,068	7,068	8,442	19.4%
51300	Stability Pay	72	-	-	32	100.0%
	Total Personnel Services	46,798	50,571	50,571	52,239	
Total Juvenile Fee		46,798	50,571	50,571	52,239	3.3%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

MUNICIPAL COURT EFFICIENCY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance		**-**	**-**	**22,000**
Operating Revenues				
Efficiency Fee	-	3,000	3,000	3,000
Other Revenue	-	24,000	24,000	24,000
Total Operating Revenues	**-**	**27,000**	**27,000**	**27,000**
Total Funds Available	**-**	**27,000**	**27,000**	**49,000**
Operating Expenditures				
Contracted Services	-	5,000	5,000	5,000
Total Operating Expenditures	**-**	**5,000**	**5,000**	**5,000**
Ending Unreserved Fund Balance	**-**	**22,000**	**22,000**	**44,000**
Fund Balance as a Percentage of Total Expenditures	0.00%	440.00%	440.00%	880.00%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 245 - Municipal Court Efficiency Fee Fund						
Department 335 Municipal Court Efficiency Fees						
52300	Contracted Services	-	5,000	5,000	5,000	0.0%
	Total Contracted Services	-	5,000	5,000	5,000	
Total Efficiency Fee		-	5,000	5,000	5,000	0.0%

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SEIZED ASSETS FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**81,749**	**60,388**	**60,388**	**32,129**
Operating Revenues				
Seized Assets	25,303	5,000	5,000	5,000
Interest Income	-	100	100	100
Total Operating Revenues	**25,303**	**5,100**	**5,100**	**5,100**
One-Time Operating Revenues				
One-Time Operating Transfers	-	-	-	-
Total One-Time Operating Revenues	**-**	**-**	**-**	**-**
Total Funds Available	**107,052**	**65,488**	**65,488**	**37,229**
Operating Expenditures				
Contracted Services	12,498	1,500	32,018	1,500
Materials and Supplies	4,246	-	-	-
Other Charges	5,332	-	-	-
Capital Outlay	24,589	-	1,341	-
Total Operating Expenditures	**46,664**	**1,500**	**33,359**	**1,500**
Ending Unreserved Fund Balance	**60,388**	**63,988**	**32,129**	**35,729**
Fund Balance as a Percentage of Total Expenditures	129.41%	4265.84%	96.31%	2381.94%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 245 - Seized Assets						
Department 278 - Special Services						
52160	Professional Services	12,498	1,500	32,018	1,500	
	Total Contracted Services	12,498	1,500	32,018	1,500	0.0%
53300	Repairs-Vehicles & Equipment	4,246	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
	Total Materials and Supplies	4,246	-	-	-	0.0%
54340	Professional Development	5,332	-	-	-	0.0%
	Total Other Charges	5,332	-	-	-	0.0%
61100	Miscellaneous Equipment	24,589	-	-	-	
61052	Pd - Light Vehicles	-	-	1,341	-	
	Total Capital Outlay	24,589	-	1,341	-	0.0%
Total Seized Assets		46,664	1,500	33,359	1,500	0.0%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	-	-	-	-
Operating Revenues				
Grant Revenue	653,305	491,929	491,929	517,077
Total Operating Revenues	**653,305**	**491,929**	**491,929**	**517,077**
One-Time Operating Revenues				
Operating Transfer - General Fund	60,000	-	-	-
Total One-Time Operating Revenues	**60,000**	-	-	-
Total Funds Available	**713,305**	**491,929**	**491,929**	**517,077**
Operating Expenditures				
Personnel Services	90,832	92,736	92,736	93,199
Materials and Supplies	8,730	3,966	3,966	3,503
CDBG Project Expenditures	613,743	395,227	395,227	420,375
Total Operating Expenditures	**713,305**	**491,929**	**491,929**	**517,077**
Ending Unreserved Fund Balance	-	-	-	-
Fund Balance as a Percentage of Total Expenditures	0.00%	0.00%	0.00%	0.00%

Department Detail

Fund 250 - Community Development Block Grant Fund
Department 335 - Community Development Block Grant

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	62,022	61,865	61,865	61,108	-1.2%
51110	Workmen'Scompensation	45	63	63	73	16.8%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	890	908	908	897	-1.2%
51200	City Fica	3,807	3,882	3,882	3,837	-1.2%
51210	City Tmrs	11,678	11,423	11,423	11,033	-3.4%
51220	City Medical/Hospital Insuranc	11,687	12,016	12,016	13,929	15.9%
51300	Stability Pay	703	760	760	787	3.5%
51320	Market - Merit: Non-Civil Ser	-	1,819	1,819	1,534	-15.7%
	Total Personnel Services	90,832	92,736	92,736	93,199	0.5%
56209	Administration-Other	8,730	3,966	3,966	3,503	-11.7%
	Total Materials and Supplies	8,730	3,966	3,966	3,503	
52391	Software License & Maintenance	-	698	698	698	0.0%
56067	Housing Rehab Assist Prog	-	-	-	-	0.0%
56068	Administration	-	-	-	-	0.0%
56167	Fy06 Cephus House Restoration	-	-	-	-	0.0%
56175	07 Habitat For Humanity	-	-	-	-	0.0%
56183	08 Cephus House	-	-	-	-	0.0%
56188	09 Eddie Durham Parkland	2,915	-	-	-	0.0%
56191	10 Senior Center Expansion	4,075	-	-	-	0.0%
56208	12 Hcwc Familty Violence Shelt	-	-	-	25,000	100.0%
562XX	12 Program Administration	-	-	-	-	0.0%
56196	11 Senior Center Expansion	-	-	-	-	0.0%
56197	11 Cephus House	-	-	-	-	0.0%
56198	11 Southside Cc Housing	-	-	-	-	0.0%
56199	11 Program Administration	-	-	-	-	0.0%
56200	12 Southside Community Center	-	-	-	-	0.0%
56201	12 Habitat For Humanity	32,097	-	-	-	0.0%
56202	12 First Time Homebuyers		-	-	-	0.0%
56203	12 Unsafe Structure Program	4,495	-	-	-	0.0%
56204	12 Conway Park Completion		-	-	-	0.0%
56205	Alamo Nbrhd Community Garden		-	-	-	0.0%
56xxx	Mini Skate Park Features	4,300	-	-	-	0.0%
56207	Summer Fund Voucher Program		-	-		
56210	13 Program Adminstration	-	-	-	-	0.0%
56211	13 United Way Mentoring	7,612	10,000	10,000	10,000	0.0%
56212	13 HCWC Shelter	25,000	25,000	25,000		
56213	13 CASA Program	25,000	25,000	25,000	29,810	19.2%
56214	13 Recreation Scholarships	15,262	6,738	6,738	12,750	89.2%
56215	13 Class Leader Stipends	7,477	-	-		
56216	13 Southside Rehab	98,290	100,000	100,000	100,000	0.0%
56217	13 Scheib Center Activity Hall	200,000	-	-		
56218	13 Willow Springs Park Trail	26,028	-	-		
56220	13 Conway Skate	153,754	-	-		
56221	13 Swift Skate	-	30,000	30,000		
56223	13 First Time Homebuyers	7,438	-	-		
5623X	15 Dunbar Park Improvements	-	197,791	197,791	242,117	22.4%
	Total Contracted Services	613,743	395,227	395,227	420,375	6.4%
Total Community Development Block Grant		713,305	491,929	491,929	517,077	5.1%

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WOMEN, INFANTS AND CHILDREN PROGRAM FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**-**	**-**	**-**	**-**
Operating Revenues				
Grant Revenue	1,651,374	1,929,742	1,942,909	2,049,418
Total Operating Revenues	**1,651,374**	**1,929,742**	**1,942,909**	**2,049,418**
Total Funds Available	**1,651,374**	**1,929,742**	**1,942,909**	**2,049,418**
Operating Expenditures				
Personnel Services	1,034,857	1,290,709	1,290,709	1,388,915
Contract Services	271,402	273,266	286,934	295,705
Materials and Supplies	111,038	118,900	118,400	117,933
Other Charges	208,561	246,866	246,866	246,866
	1,651,374	**1,929,741**	**1,942,909**	**2,049,418**
Ending Unreserved Fund Balance	**-**	**1**	**-**	**-**
Fund Balance as a Percentage of Total Expenditures	0.00%	0.00%	0.00%	0.00%

CITY OF SAN MARCOS

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WOMEN, INFANTS AND CHILDREN PROGRAM FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
WIC Administration				
Personnel Services	629,934	801,144	801,144	845,913
Contracted Services	221,195	217,463	231,131	239,529
Materials and Supplies	87,956	101,300	100,800	100,333
Other Charges	135,116	141,717	141,717	141,717
Capital Outlay	25,516	-	-	-
Total	1,099,717	1,261,624	1,274,792	1,327,491
WIC Nutritional Education				
Personnel Services	240,010	334,189	334,189	350,950
Contracted Services	13,566	19,465	19,465	19,575
Materials and Supplies	3,530	10,400	10,400	10,400
Other Charges	35,775	63,153	63,153	63,153
Total	292,882	427,207	427,207	444,078
WIC Lactation				
Personnel Services	86,025	61,446	61,446	62,648
Contracted Services	9,707	19,254	19,254	19,517
Materials and Supplies	11,546	4,400	4,400	4,400
Other Charges	16,355	21,241	21,241	21,241
Total	123,633	106,341	106,341	107,806
WIC Peer Counseling				
Personnel Services	78,888	93,930	93,930	129,404
Contracted Services	26,934	17,084	17,084	17,084
Materials and Supplies	8,005	2,800	2,800	2,800
Other Charges	21,315	20,755	20,755	20,755
Total	135,142	134,569	134,569	170,043
Total WIC Expenditures	1,651,374	1,929,741	1,942,909	2,049,418

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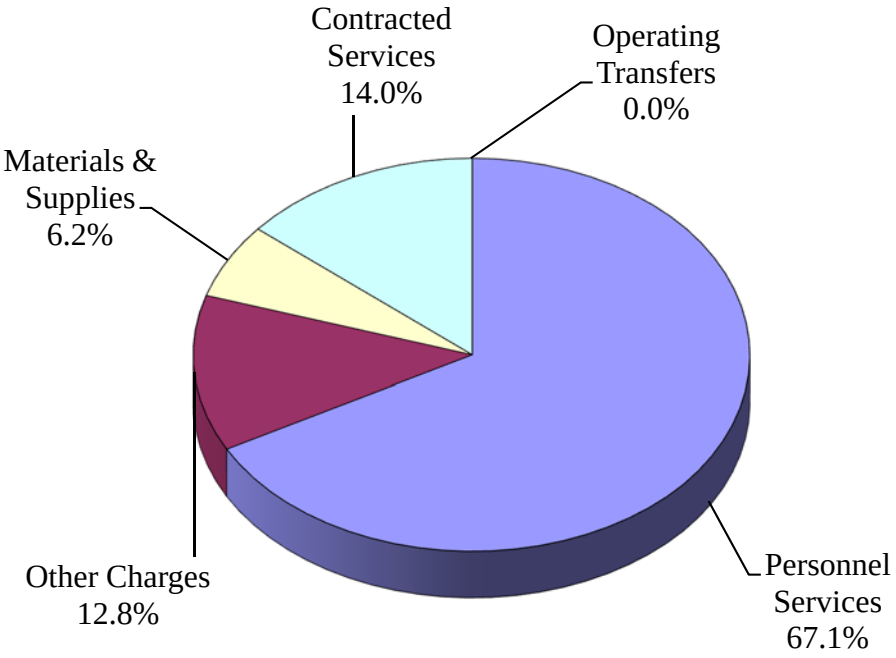
WOMEN, INFANTS AND CHILDREN PROGRAM FUND



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Total
Administration	845,913	239,529	100,333	141,717	0	1,327,492
Nutritional Education	350,950	19,575	10,400	63,153	0	444,078
Lactation	62,648	19,517	4,400	21,241	0	107,806
Peer Counselor	129,404	17,084	2,800	20,755	0	170,043
Total	1,388,915	295,705	117,933	246,866	0	2,049,419

	Positions				Full Time Equivalent			
WIC Program Fund	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Proposed 2015-16
Administration	17	16	16	16	17.00	16.00	16.00	16.00
Nutrition	6	6	6	6	6.00	6.00	6.00	6.00
Lactation	1	1	1	1	1.00	1.00	1.00	1.00
Peer Counselor	3	3	3	3	3.00	3.00	3.00	3.00
Total	27	26	26	26	27.00	26.00	26.00	26.00

WIC Program – Administration

WIC Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assitant, Senior	1	1	1	1	1.00	1.00	1.00	1.00
WIC Certification Specialist	5	5	5	5	5.00	5.00	5.00	5.00
WIC Clerk Breastfeeding Peer Counselor	1	1	1	1	1.00	1.00	1.00	1.00
WIC Clerk	9	8	8	8	9.00	8.00	8.00	8.00
Total	17	16	16	16	17.00	16.00	16.00	16.00

Mission Statement

The WIC Program will continue to provide counseling, clinical assessments, supplemental foods and immunizations to all eligible Pregnant Women, Nursing Mothers, Infants and Children up to five years of age who reside in the counties of Hays, Caldwell, Bastrop, Comal and Guadalupe.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	629,934	801,144	801,144	845,913
Contracted Services	221,195	217,713	231,381	239,529
Materials and Supplies	87,956	101,300	100,800	100,333
Other Charges	135,116	141,717	141,717	141,717
Operating Transfers	0	0	0	0
Capital Outlay	25,516	0	0	0
Total	1,099,717	1,261,874	1,275,042	1,327,492

Goals and Objectives

Our goal is best defined by our mission statement: To give all eligible families the best start for a life time of well-being by providing nutrition education and breastfeeding support during the critical stages of development.

- To enroll 11,752 participants per month (68% of the estimated potentially eligible population: 17,283).
- To provide WIC services and food benefits to 80% of enrolled participants per month.
- To provide nutrition education to 95% of families that receive food benefits each month.
- To ensure that 20% of pregnant women enrolled are enrolled during their first trimester of pregnancy.
- To make health care referrals to 98% participants who indicate they have no source of health care.

What We Accomplished in 2014-15

- Enrolled an average of 10,250 participants per month (59% of the estimated potentially eligible population).

- Provided WIC services and food benefits to an average of 8,695 participants per month (86% of enrolled participants).
- Provided nutrition education to 100% of families that received food benefits each month.
- Enrolled 35.2% of our pregnant participants during their first trimester.
- Made health care referrals to 100% of participants who indicated they had no source of health care.

What We Plan to Accomplish in 2015-16

- To enroll 70% (or 12,098) of the potential eligible population per month.
- To provide WIC services and food benefits to 80% of enrolled participants per month.
- To provide nutrition education to over 95% of families that receive food benefits each month.
- To ensure that over 25% of pregnant women enrolled are enrolled during their first trimester of pregnancy.
- To make health care referrals to over 98% of participants who indicate they have no source of health care.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Participants Enrolled per Month	#	10,328	10,250	12,098
Percent of Families receiving Nutrition Education per month	%	100%	100%	95%
Percent of Women Certified in their 1st Trimester	%	36%	35%	25%
Percent of enrolled participants receiving WIC services and food vouchers each month	%	85%	85%	80%
Percent of Clients referred to Health Care	%	100%	100%	98%
Percent of Potential Eligibles enrolled per month	%	64%	59%	70%

Department Detail

Fund 810 - Women, Infants & Children Program
Department 260 - WIC Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	427,831	519,667	519,667	542,152	4.3%
51110	Workmen'Scompensation	297	530	530	652	23.0%
51120	Overtime	4,559	5,548	5,548	5,714	3.0%
51190	Medicare	5,890	7,713	7,713	8,046	4.3%
51200	City Fica	25,177	32,982	32,982	34,403	4.3%
51210	City Tmrs	76,607	96,591	96,591	98,479	2.0%
51220	City Medical/Hospital Insuranc	80,821	106,020	106,020	126,630	19.4%
51300	Stability Pay	4,128	4,340	4,340	4,608	6.2%
51310	Unemp Comp & Term Leave	2,224	-	-	-	0.0%
51320	Market - Merit: Non-Civil Ser	-	25,353	25,353	22,829	-10.0%
51350	Car Allowance	2,400	2,400	2,400	2,400	0.0%
	Total Personnel Service	629,934	801,144	801,144	845,913	5.6%
52100	Printing & Publications	734	3,000	3,000	3,000	0.0%
52110	Telephone	24,086	15,432	29,100	30,500	97.6%
52130	Equipment-Rent/Lease	-	1,500	1,500	-	-100.0%
52140	Power & Light	15,944	16,250	16,250	22,800	40.3%
52159	Water & Sewer-Other Bldgs	2,430	2,997	2,997	3,600	20.1%
52160	Professional Services	-	2,200	2,200	2,200	0.0%
52300	Contracted Services	27,517	6,060	6,060	6,060	0.0%
52350	Building Rental	121,128	136,400	136,400	136,400	0.0%
52360	Garbage Collection	2,101	1,900	1,900	2,100	10.5%
52390	Maint Contract-Office Equip	-	4,200	4,200	4,200	0.0%
52391	Software License & Maintenance	10,594	13,229	13,229	13,969	5.6%
52860	Janitorial Services	14,534	12,400	12,400	12,400	0.0%
52880	Security Contract	1,626	1,645	1,645	1,800	9.4%
52890	Ext Service	500	500	500	500	0.0%
	Total Contracted Services	221,195	217,713	231,381	239,529	10.0%
53140	Fuel & Lubricants	2,128	2,000	1,500	929	-53.6%
53150	Supplies-Other	38,789	36,000	36,000	36,000	0.0%
53160	Supplies-Office	7,473	16,000	16,000	16,000	0.0%
53170	Supplies - Computers	12,844	3,700	3,700	3,700	0.0%
53180	Postage	2,382	800	800	800	0.0%
53240	Repairs-Building Materials	10,153	13,000	13,000	13,000	0.0%
53300	Repairs-Vehicles & Equipment	3,476	5,800	5,800	5,904	1.8%
53470	Supplies-Medical	10,711	24,000	24,000	24,000	0.0%
	Total Material and Supplies	87,956	101,300	100,800	100,333	-1.0%
54140	Dues & Subscriptions	422	515	515	515	0.0%
54200	Outreach	2,191	3,500	3,500	3,500	0.0%
54320	Mileage	445	4,000	4,000	4,000	0.0%
54340	Professional Development	4,725	4,739	4,739	4,739	0.0%
54342	Meals	350	602	602	602	0.0%
54343	Travel	871	1,507	1,507	1,507	0.0%
54800	Indirect Costs - Fund 100	126,113	126,854	126,854	126,854	0.0%
	Total Other Charges	135,116	141,717	141,717	141,717	0.0%
61040	Computer Equipment	-	-	-	-	0.0%
61050	Light Vehicles	25,516	-	-		
	Total Capital Outlay	25,516	-	-	-	0.0%
Total WIC Administration		1,099,717	1,261,874	1,275,042	1,327,491	5.2%

WIC Program – Nutritional Education

WIC Nutrition	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
WIC Program Administrator	1	1	1	1	1.00	1.00	1.00	1.00
WIC Supervisor/Nutritionist	5	5	5	5	5.00	5.00	5.00	5.00
Total	6	6	6	6	6.00	6.00	6.00	6.00

Mission Statement

The WIC Program positions provide services for all four functions, Administration, Nutritional Education, Lactation and Peer Counseling. Time spent for each function is recorded through the payroll process and allocated to each functional budget expense accordingly.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	240,010	334,189	334,189	350,950
Contracted Services	13,566	19,215	19,215	19,575
Materials and Supplies	3,530	10,400	10,400	10,400
Other Charges	35,775	63,153	63,153	63,153
Operating Transfers	0	0	0	0
Total	292,881	426,957	426,957	444,078

Department Detail

Fund 810 - Women, Infants & Children Program
Department 261 - WIC Nutritional Education

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	166,589	234,582	234,582	241,779	3.1%
51110	Workmen'Scompensation	116	236	236	288	22.0%
51120	Overtime	64	-	-	-	0.0%
51190	Medicare	2,295	3,405	3,405	3,512	3.1%
51200	City Fica	9,811	14,556	14,556	15,023	3.2%
51210	City Tmrs	29,830	40,822	40,822	41,188	0.9%
51220	City Medical/Hospital Insuranc	31,262	40,408	40,408	48,652	20.4%
51300	Stability Pay	44	180	180	508	182.2%
	Total Personnel Services	240,010	334,189	334,189	350,950	5.0%
52100	Printing & Publications	315	-	-	-	0.0%
52159	Water & Sewer-Other Bldgs	1,378	-	-	360	100.0%
52140	Power & Light	219	1,900	1,900	1,900	0.0%
52300	Contracted Services	-	1,896	1,896	1,896	0.0%
52350	Building Rental	10,251	11,160	11,160	11,160	0.0%
52860	Janitorial Services	1,333	3,659	3,659	3,659	0.0%
52880	Security Contract	24	300	300	300	0.0%
52890	Ext Service	46	300	300	300	0.0%
	Total Contracted Services	13,566	19,215	19,215	19,575	1.9%
53150	Supplies-Other	3,515	5,400	5,400	5,400	0.0%
53160	Supplies-Office	15	2,000	2,000	2,000	0.0%
53240	Repairs-Building Materials	-	3,000	3,000	3,000	0.0%
	Total Materials and Supplies	3,530	10,400	10,400	10,400	0.0%
54140	Dues & Subscriptions	-	349	349	349	0.0%
54320	Mileage	74	500	500	500	0.0%
54340	Professional Development	246	1,015	1,015	1,015	0.0%
54342	Meals	186	504	504	504	0.0%
54343	Travel	766	2,765	2,765	2,765	0.0%
54800	Indirect Costs - Fund 100	34,504	58,020	58,020	58,020	0.0%
	Total Other Charges	35,775	63,153	63,153	63,153	0.0%
Total WIC Nutritional Education		292,882	426,957	426,957	444,078	4.0%

WIC Program – Lactation

WIC Lactation	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
WIC Program Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Total	1	1	1	1	1.00	1.00	1.00	1.00

Mission Statement

The WIC Program positions provide services for all four functions, Administration, Nutritional Education, Lactation and Peer Counseling. Time spent for each function is recorded through the payroll process and allocated to each functional budget expense accordingly.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	86,025	61,446	61,446	62,648
Contracted Services	9,707	19,254	19,254	19,517
Materials and Supplies	11,546	4,400	4,400	4,400
Other Charges	16,355	21,241	21,241	21,241
Operating Transfers	0	0	0	0
Total	123,633	106,341	106,341	107,806

Department Detail

Fund 810 - Women, Infants & Children Program
Department 262 - WIC Lactation

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	59,760	43,160	43,160	43,160	0.0%
51110	Workmen'Scompensation	42	44	44	51	15.9%
51120	Overtime	23	-	-	-	0.0%
51190	Medicare	823	626	626	626	0.0%
51200	City Fica	3,520	2,676	2,676	2,676	0.0%
51210	City Tmrs	10,697	7,872	7,872	7,693	-2.3%
51220	City Medical/Hospital Insuranc	11,159	7,068	7,068	8,442	19.4%
51300	Stability Pay	-	-	-	-	0.0%
	Total Personnel Services	86,025	61,446	61,446	62,648	2.0%
52100	Printing & Publications	-	600	600	600	0.0%
52110	Telephone	-	-	-	-	0.0%
52140	Power & Light	973	1,950	1,950	1,950	0.0%
52159	Water & Sewer-Other Bldgs	157	230	230	290	26.1%
52160	Professional Services	-	-	-	-	0.0%
52350	Building Rental	7,667	11,747	11,747	11,747	0.0%
52300	Contracted Services	-	4,020	4,020	4,020	0.0%
52860	Janitorial Services	910	707	707	910	28.7%
	Total Contracted Services	9,707	19,254	19,254	19,517	1.4%
53150	Supplies-Other	11,485	4,000	4,000	4,000	0.0%
53160	Supplies-Office	61	200	200	200	0.0%
53180	Postage	-	200	200	200	0.0%
	Total Materials and Supplies	11,546	4,400	4,400	4,400	0.0%
54140	Dues & Subscriptions	-	600	600	600	0.0%
54320	Mileage	633	1,463	1,463	1,463	0.0%
54340	Professional Development	1,890	1,471	1,471	1,471	0.0%
54342	Meals	125	585	585	585	0.0%
54343	Travel	720	2,564	2,564	2,564	0.0%
54800	Indirect Costs - Fund 100	12,987	14,558	14,558	14,558	0.0%
	Total Other Charges	16,355	21,241	21,241	21,241	0.0%
Total WIC Lactation		123,633	106,341	106,341	107,806	1.4%

WIC Program – Peer Counselor

WIC Peer Counselor	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
WIC Clerk/Breastfeeding Peer Counselor	3	3	3	3	3.00	3.00	3.00	3.00
Total	3	3	3	3	3.00	3.00	3.00	3.00

Mission Statement

The WIC Program positions provide services for all four functions, Administration, Nutritional Education, Lactation and Peer Counseling. Time spent for each function is recorded through the payroll process and allocated to each functional budget expense accordingly.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	78,888	93,930	93,930	129,404
Contracted Services	26,934	17,084	17,084	17,084
Materials and Supplies	8,005	2,800	2,800	2,800
Other Charges	21,315	20,755	20,755	20,755
Operating Transfers	0	0	0	0
Total	135,142	134,569	134,569	170,043

Department Detail

Fund 810 - Women, Infants & Children Program
Department 263 - Peer Counselor

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	54,376	64,953	64,953	82,597	27.2%
51110	Workmen'Scompensation	38	66	66	98	48.5%
51120	Overtime	527	-	-	-	0.0%
51190	Medicare	749	945	945	1,202	27.2%
51200	City Fica	3,202	4,041	4,041	5,138	27.1%
51210	City Tmrs	9,712	9,561	9,561	14,771	54.5%
51220	City Medical/Hospital Insuranc	10,132	14,136	14,136	25,326	79.2%
51300	Stability Pay	152	228	228	272	19.3%
	Total Personnel Services	78,888	93,930	93,930	129,404	37.8%
52100	Printing & Publications	-	200	200	200	0.0%
52110	Telephone	1,558	1,884	1,884	1,884	0.0%
52140	Power & Light	-	-	-	-	0.0%
52160	Professional Services	-	-	-	-	0.0%
52300	Contracted Services	25,376	15,000	15,000	15,000	0.0%
	Total Contracted Services	26,934	17,084	17,084	17,084	0.0%
53150	Supplies-Other	1,565	2,300	2,300	2,300	0.0%
53160	Supplies-Office	-	300	300	300	0.0%
53170	Supplies - Computers	6,440	-	-	-	0.0%
53180	Postage	-	200	200	200	0.0%
	Total Materials and Supplies	8,005	2,800	2,800	2,800	0.0%
54140	Dues & Subscriptions	-	-	-	-	0.0%
54320	Mileage	1,851	600	600	600	0.0%
54340	Professional Development	770	240	240	240	0.0%
54342	Meals	157	200	200	200	0.0%
54343	Travel	827	200	200	200	0.0%
54800	Indirect Costs - Fund 100	17,710	19,515	19,515	19,515	0.0%
	Total Other Charges	21,315	20,755	20,755	20,755	0.0%
Total WIC Peer Counselor		135,142	134,569	134,569	170,043	26.4%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

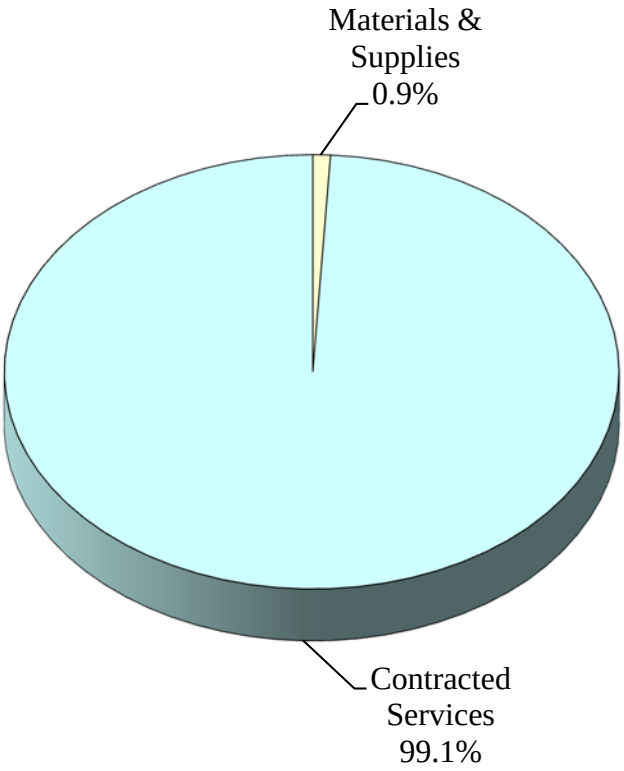
CEMETERY OPERATIONS FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**3,132**	**4,650**	**4,650**	**295**
Operating Revenues				
Burial Permits	150	800	300	800
Monument Permits	-	500	-	500
Other Revenue	-	300		300
Interest Income	-	-	-	-
Sale of Cemetery Lots	61,270	70,000	60,000	70,000
Sale of Memorial Plaques	-	-	-	-
Total Operating Revenues	**61,420**	**71,600**	**60,300**	**71,600**
One-Time Operating Revenues				
Operating Transfer - General Fund	76,061	165,500	174,000	145,500
Operating Transfer - Cemetery Perpetual Care Fund	-	-	-	-
Total One-Time Operating Revenues	**76,061**	**165,500**	**174,000**	**145,500**
Total Funds Available	**140,613**	**241,750**	**238,950**	**217,395**
Operating Expenditures				
Contracted Services	135,727	236,655	236,655	215,364
Materials and Supplies	236	2,000	2,000	2,000
Other Charges	-	-	-	-
Reimbursement to Other Funds	-	-	-	-
Total Operating Expenditures	**135,963**	**238,655**	**238,655**	**217,364**
One-Time Operating Expenditures				
One-Time Operating Transfers		-	-	-
Total One-Time Operating Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**4,650**	**3,095**	**295**	**31**
Fund Balance as a Percentage of Total Expenditures	3.42%	1.30%	0.12%	0.01%

City of San Marcos

2015-16 Annual Budget

Cemetery Operations Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Total
Administration	0	215,364	2,000	0	0	217,364

Cemetery Operations

Department Organization

There are no specific positions budgeted within the Cemetery Operations Fund. This fund is used to account for maintenance expenses required to keep the City Cemetery in good condition. The actual maintenance is provided by an area contractor.

Mission Statement

The cemetery division is responsible for the maintenance and development of the cemetery. The requested budget will provide resources for the maintenance and general improvements that are needed to maintain the cemetery in an attractive and accessible condition.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	0	0	0	0
Contracted Services	135,727	236,655	236,655	215,364
Materials and Supplies	236	2,000	2,000	2,000
Other Charges	0	0	0	0
Operating Transfers	0	0	0	0
One-Time Operating	0	0	0	0
Total	135,963	238,655	238,655	217,364

Goals and Objectives

- To manage in the cemetery in the highest and most efficient manner possible
- To ensure that the construction and maintenance of grounds and facilities enhance community pride and the visual quality of the cemetery.
- To ensure that the citizens of San Marcos interest are fully represented in the development and care of the cemetery.
- To maintain adequate funds to manage the cemetery in an efficient manner.
- To continue partnership with Friends of the cemetery in raising funds for beautification projects.

What We Accomplished in 2014-15

- Overlaid 4250 square feet of asphalt on various streets within the cemetery.
- Updated city web site with a user friendly map that will allow citizens to search for people interred in the Cemetery.
- Completed annual fall and spring cleanup.
- Installed new water line loop to control irrigation system within the cemetery.
- Consolidated survey maps to one master map.
- Landscaped plants at the entrance of the cemetery.
- Completed renovation of cemetery restroom facility.

What We Plan to Accomplish in 2015-16

- To continue to maintain and manage the cemetery in the highest and most efficient manner possible.
- To survey and open 100 additional lots in the Wood Lawn section of the cemetery.
- To continue to pursue options on expanding the cemetery.
- To continue annually update the Cemetery Master Plan and rules and regulations.
- To continue to partner with the Friends of the cemetery to promote and beautify the cemetery.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Grounds Maintenance	Acres	40	40	40
Lots Sold	# of lots	59	70	80
Burials	# of burials	70	80	80
Lots Surveyed For Public Sale	Surveyed	100	100	186
Cemetery Cleanups	#	2	2	2

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 840 - Cemetery Fund						
Department 280 - Cemetery Operations						
52300	Contracted Services	4,000	75,000	75,000	50,000	-33.3%
52390	Maint Contract-Office Equip	117,434	124,791	124,791	128,500	3.0%
52391	Software License & Maintenance	2,181	1,922	1,922	1,922	0.0%
52660	Repairs-Building & Equipment	-	2,000	2,000	2,000	0.0%
52700	Maintenance-General	12,112	32,942	32,942	32,942	0.0%
	Total Contracted Services	135,727	236,655	236,655	215,364	-9.0%
53150	Supplies-Other	236	2,000	2,000	2,000	0.0%
	Total Materials and Supplies	236	2,000	2,000	2,000	0.0%
58100	Oper Trsf/Fund 100	-	-	-		
	Total Operating Transfers	-	-	-	-	0.0%
54800	Indirect Costs - Fund 100	-	-	-	-	0.0%
	Total Other Charges	-	-	-	-	0.0%
Total Cemetery Operations		135,963	238,655	238,655	217,364	-8.9%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TAX INCREMENT REINVESTMENT ZONE #2
BLANCO VISTA DEVELOPMENT

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**-**	**(30)**	**(30)**	**-**
Operating Revenues				
TIRZ Revenue City	178,559	249,458	281,495	348,085
TIRZ Revenue County	81,668	118,029	129,366	160,030
Total Operating Revenues	**260,227**	**367,487**	**410,861**	**508,115**
Operating Expenditures				
Distributions	260,257	367,487	410,831	508,115
Total Operating Expenditures	**260,257**	**367,487**	**410,831**	**508,115**
Ending Unreserved Fund Balance	**(30)**	**(30)**	**-**	**-**

TAX INCREMENT REINVESTMENT ZONE #3
CONFERENCE CENTER

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**3,000**	**3,000**	**3,000**	**-**
Operating Revenues				
TIRZ Revenue City	129,881	145,805	123,849	135,538
TIRZ Revenue County	69,709	78,579	71,918	75,710
Total Operating Revenues	**199,590**	**224,384**	**195,767**	**211,248**
Operating Expenditures				
Operating Transfers To Debt Service Fund	199,590	224,384	198,767	211,248
Total Operating Expenditures	**199,590**	**224,384**	**198,767**	**211,248**
Ending Unreserved Fund Balance	**3,000**	**3,000**	**-**	**-**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TAX INCREMENT REINVESTMENT ZONE #5
DOWNTOWN

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**-**	**78,434**	**78,434**	**335,728**
Operating Revenues				
Interest Income	-	-	-	-
TIRZ Revenue City	43,472	100,000	140,785	207,261
TIRZ Revenue County	34,962	80,000	116,509	166,215
Total Operating Revenues	**78,434**	**180,000**	**257,294**	**373,476**
Operating Expenditures				
Distributions	-	60,876	-	709,204
Total Operating Expenditures	**-**	**60,876**	**-**	**709,204**
Ending Unreserved Fund Balance	**78,434**	**197,558**	**335,728**	**-**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TRANSPORTATION REINVESTMENT ZONE
LOOP 110

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	-	-	-	-
Operating Revenues				
Interest Income	-	-	-	-
TRZ Revenue City	-	25,000	25,000	50,000
Total Operating Revenues	**-**	**25,000**	**25,000**	**50,000**
Operating Expenditures				
Distributions	-	25,000	25,000	50,000
Total Operating Expenditures	**-**	**25,000**	**25,000**	**50,000**
Ending Unreserved Fund Balance	**-**	**-**	**-**	**-**

TRANSPORTATION INCREMENT ZONE
LONE STAR RAIL

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	-	-	-	-
Operating Revenues				
Interest Income	-	-	-	-
TIZ Revenue City	-	25,000	10,000	50,000
Total Operating Revenues	**-**	**25,000**	**10,000**	**50,000**
Operating Expenditures				
Distributions	-	25,000	10,000	50,000
Total Operating Expenditures	**-**	**25,000**	**10,000**	**50,000**
Ending Unreserved Fund Balance	**-**	**-**	**-**	**-**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

PUBLIC EDUCATION GOVERNMENTAL FUND (PEG)

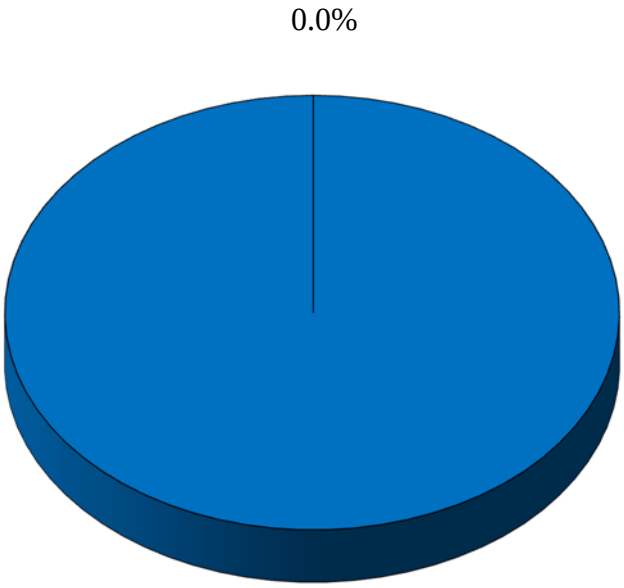
	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**334,683**	**420,525**	**420,525**	**310,525**
Operating Revenues				
Public Education Governmental Fee	90,586	90,000	90,000	90,000
Total Operating Revenues	**90,586**	**90,000**	**90,000**	**90,000**
Total Funds Available	**425,269**	**510,525**	**510,525**	**400,525**
Capital Outlay				
Equipment	4,745	200,000	200,000	200,000
Total One-Time Expenditures	**4,745**	**200,000**	**200,000**	**200,000**
Ending Unreserved Fund Balance	**420,525**	**310,525**	**310,525**	**200,525**

THE CITY OF
SAN MARCOS

City of San Marcos

2015-16 Annual Budget

Capital Improvements Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Capital Outlay	Total
General Capital Projects	80,615	0	0	0	0	80,615
W/WW Capital Projects	209,599	0	0	0	0	209,599
Drainage Capital Projects	32,246	0	0	0	0	32,246
Total	322,460	0	0	0	0	322,460

Capital Improvement Funds

Capital Improvement Fund Capital Improvement	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Director of Capital Improvements	1	1	1	1	1.00	1.00	1.00	1.00
Asst Director of Engineering/City Engineer	1	1	1	1	1.00	1.00	1.00	1.00
Engineering Construction Manager	1	1	1	0	1.00	1.00	1.00	0.00
Project Engineer II	5	5	5	3	5.00	5.00	5.00	3.00
Engineer Inspector Supervisor	1	0	0	0	1.00	0.00	0.00	0.00
Engineer Inspector	4	0	0	0	4.00	0.00	0.00	0.00
Graduate Engineer I	1	1	1	0	1.00	1.00	1.00	0.00
Real Estate Acquisitions Administrator	1	1	1	0	1.00	1.00	1.00	0.00
Sidewalk Mainenance Worker	0	0	0	3	0.00	0.00	0.00	3.00
Total	15	10	10	8	15.00	10.00	10.00	8.00

Mission Statement

To provide comprehensive engineering and inspection services to the citizens of San Marcos and other City departments in order to manage the City's infrastructure, protect the environment and insure public health and safety.

Expenditures by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	955,581	780,217	780,217	322,460
Contracted Services	4,050	0	0	0
Materials and Supplies	30	0	0	0
Other Charges	0	0	0	0
Capital Outlay	0	88,277	88,277	0
Total	959,661	868,494	868,494	322,460

Goals and Objectives

- Optimize the performance of our people, process and systems.
- Design and implement a fast-tracked project delivery system.
- Provide an innovative CIP program management delivery system.
- Customize the program management approach and enable the City to maximize economics of scale.
- Realize reduced program cost and build capacity with fewer resources.
- Lower construction costs.

What We Accomplished in 2014-15

- Reorganized and realigned the process to have a single department responsible for project delivery.
- Provided a city wide approach for strategic planning, management, and implementation of major public improvement projects.
- Compressed construction schedules.
- Developed and implement strategies to remove barriers.
- Provided a centralized focused structure for procuring professional and construction services.

What We Plan to Accomplish in 2015-16

- Reduce the time to construction by 30%.
- Provide a document control system that will track each project.
- Provide a master project schedule that will be updated weekly for each project.
- Maintain a high level of quality.
- Ensure prompt payment to vendors.
- Reduce the time frames for bid notice to start by 30%.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Increase the number of projects to construction	Each	5	12	31
Install Spitfire document control system	%	50%	50%	100%
Install progress delivery schedule system	Projects	50%	50%	100%
Develop a business process flow chart for all projects	Each	90%	90%	100%
Develop a business process flow chart for CIP Planning review	Each	50%	50%	100%
Develop standards & guidelines for each project	Each	50%	50%	100%
Install processes, practice and tools to improve project delivery	Each	50%	50%	100%
Prequalify master service agreements for ROW	Each	75%	70%	100%
Reduce CIP backlog	Projects	50%	50%	100%
Standardize CIP construction notes	Each	50%	50%	100%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL CAPITAL PROJECTS FUND SUMMARY

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**438,859**	**560,963**	**560,963**	**292,217**
Operating Revenues				
Bond Proceeds	306,750	366,583		80,615
Interest Income	100,000	100,000	100,000	100,000
Total Operating Revenues	406,750	466,583	100,000	180,615
Total Funds Available	**845,609**	**1,027,546**	**660,963**	**472,832**
Operating Expenditures				
Personnel Services	283,624	280,469	280,469	80,615
Contract Services	1,013	-	-	-
Materials and Supplies	10	-	-	-
Other Charges	-	-	-	-
Total Operating	**284,646**	**280,469**	**280,469**	**80,615**
One-Time Expenditures				
Self Financed Building Improvements	-	-	-	-
Self Financed Parks Improvements	-	-	-	-
Capital Outlay	-	88,277	88,277	-
Total One-Time Expenditures	**-**	**88,277**	**88,277**	**-**
Ending Unreserved Fund Balance	**560,963**	**658,800**	**292,217**	**392,217**
Fund Balance as a Percentage of Total Expenditures	197.07%	234.89%	104.19%	486.53%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 450 General Capital Projects						
51100	Salaries	206,434	194,204	194,204	58,765	-69.7%
51110	Workmen'Scompensation	208	1,919	1,919	97	-94.9%
51120	Overtime	1,196		-	-	0.0%
51190	Medicare	2,910	2,847	2,847	872	-69.4%
51200	City Fica	12,367	11,942	11,942	3,307	-72.3%
51210	City Tmrs	37,162	35,509	35,509	10,528	-70.4%
51220	City Medical/Hospital Insuranc	21,191	26,222	26,222	4,221	-83.9%
51300	Stability Pay	506	466	466	300	-35.6%
51310	Unemp Comp & Term Leave	-	-	-	-	
51320	Market - Merit: Non-Civil Ser	-	5,710	5,710	1,475	
51350	Car Allowance	1,650	1,650	1,650	1,050	-36.4%
	Total Personnel Service	283,624	280,469	280,469	80,615	-71.3%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	1,013	-	-	-	0.0%
52160	Professional Services	-	-	-	-	0.0%
52391	Software License & Maintenance	-	-	-	-	0.0%
52470	Survey & Maps	-	-	-	-	0.0%
	Total Contracted Services	1,013	-	-	-	0.0%
53140	Fuel & Lubricants	-	-	-	-	0.0%
53150	Supplies-Other	10	-	-	-	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53180	Postage	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
53420	Supplies-Survey	-	-	-	-	0.0%
53510	Supplies-Drafting	-	-	-	-	0.0%
	Total Material and Supplies	10	-	-	-	0.0%
54140	Dues & Subscriptions	-	-	-	-	0.0%
54340	Professional Development	-	-	-	-	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
54910	Safety Items	-	-	-	-	0.0%
	Total Other Charges	-	-	-	-	0.0%
61100	Miscellaneous Equipment	-	-	-		
61420	Self Financed Building Improvements	-	-	-		
61430	Self Financed Parks Improvements	-	-	-		
61400	General Improvements	-	88,277	88,277	-	
	Total Capital Outlay	-	88,277	88,277	-	-100.0%
Total General Capital Projects		284,646	368,746	368,746	80,615	-78.1%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 420 General Cash Capital Projects						
61440	Self Financed Computer Projects	-	-	-	-	
61450	Self Financed Street Rehabilitation	-	-	-	-	
	Total Capital Outlay	-	-	-	-	0.0%
Total General Cash Capital Projects Fund		-	-	-	-	0.0%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER/WASTEWATER CAPITAL PROJECTS FUND SUMMARY

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**1,355,748**	**1,562,057**	**1,562,057**	**1,178,942**
Operating Revenues				
Bond Proceeds	741,261	433,115	-	210,000
Interest Income	50,000	50,000	50,000	50,000
Total Operating Revenues	**791,261**	**483,115**	**50,000**	**260,000**
Total Funds Available	**2,147,009**	**2,045,172**	**1,612,057**	**1,438,942**
Operating Expenditures				
Personnel Services	582,309	433,115	433,115	209,599
Contract Services	2,633	-	-	-
Materials and Supplies	10	-	-	-
Other Charges	-	-	-	-
Total Operating	**584,952**	**433,115**	**433,115**	**209,599**
One-Time Expenditures				
Capital Outlay	-	-	-	-
Total One-Time Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**1,562,057**	**1,612,057**	**1,178,942**	**1,229,343**
Fund Balance as a Percentage of Total Expenditures	267.04%	372.20%	272.20%	586.52%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 480 Water/Wastewater Capital Projects						
51100	Salaries	429,878	313,690	313,690	152,790	-51.3%
51110	Workmen'Scompensation	456	469	469	253	-46.1%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	6,195	4,628	4,628	2,266	-51.0%
51200	City Fica	26,289	19,193	19,193	8,598	-55.2%
51210	City Tmrs	78,408	57,439	57,439	27,373	-52.3%
51220	City Medical/Hospital Insuranc	35,478	22,971	22,971	10,975	-52.2%
51300	Stability Pay	1,316	1,212	1,212	780	-35.6%
51310	Unemp Comp & Term Leave	-	-	-	-	0.0%
51320	Market - Merit: Non-Civil Ser	-	9,223	9,223	3,834	-58.4%
51350	Car Allowance	4,290	4,290	4,290	2,730	-36.4%
	Total Personnel Service	582,309	433,115	433,115	209,599	-51.6%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	2,633	-	-	-	0.0%
52160	Professional Services	-	-	-	-	0.0%
52391	Software License & Maintenance	-	-	-	-	0.0%
52470	Survey & Maps	-	-	-	-	0.0%
	Total Contracted Services	2,633	-	-	-	0.0%
53140	Fuel & Lubricants	-	-	-	-	0.0%
53150	Supplies-Other	10	-	-	-	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53180	Postage	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
53420	Supplies-Survey	-	-	-	-	0.0%
53510	Supplies-Drafting	-	-	-	-	0.0%
	Total Material and Supplies	10	-	-	-	0.0%
54140	Dues & Subscriptions	-	-	-	-	0.0%
54340	Professional Development	-	-	-	-	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
54910	Safety Items	-	-	-	-	0.0%
	Total Other Charges	-	-	-	-	0.0%
61100	Miscellaneous Equipment	-	-	-	-	
61400	General Improvements	-	-	-	-	
	Total Capital Outlay	-	-	-	-	0.0%
Total Water/Wastewater Capital Projects		584,952	433,115	433,115	209,599	-51.6%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

DRAINAGE CAPITAL PROJECTS FUND SUMMARY

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**624,473**	**698,451**	**698,451**	**681,818**
Operating Revenues				
Bond Proceeds	114,040	66,633	-	32,246
Interest Income	50,000	50,000	50,000	50,000
Total Operating Revenues	**164,040**	**116,633**	**50,000**	**82,246**
Total Funds Available	**788,513**	**815,084**	**748,451**	**764,064**
Operating Expenditures				
Personnel Services	89,648	66,633	66,633	32,246
Contract Services	404	-	-	-
Materials and Supplies	10	-	-	-
Other Charges	-	-	-	-
Total Operating	**90,062**	**66,633**	**66,633**	**32,246**
One-Time Expenditures				
Capital Outlay	-	-	-	-
Total One-Time Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**698,451**	**748,451**	**681,818**	**731,818**
Fund Balance as a Percentage of Total Expenditures	775.52%	1123.24%	1023.24%	2269.49%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 616 Drainage Capital Projects						
51100	Salaries	66,199	48,260	48,260	23,506	-51.3%
51110	Workmen'Scompensation	70	72	72	39	-46.0%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	953	712	712	349	-51.0%
51200	City Fica	4,044	2,953	2,953	1,323	-55.2%
51210	City Tmrs	12,062	8,837	8,837	4,211	-52.3%
51220	City Medical/Hospital Insuranc	5,458	3,534	3,534	1,688	-52.2%
51300	Stability Pay	202	186	186	120	-35.5%
51310	Unemp Comp & Term Leave	-	-	-	-	0.0%
51320	Market - Merit: Non-Civil Ser	-	1,419	1,419	590	-58.4%
51350	Car Allowance	660	660	660	420	-36.4%
	Total Personnel Service	89,648	66,633	66,633	32,246	-51.6%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	404	-	-	-	0.0%
52160	Professional Services	-	-	-	-	0.0%
52391	Software License & Maintenance	-	-	-	-	0.0%
52470	Survey & Maps	-	-	-	-	0.0%
	Total Contracted Services	404	-	-	-	0.0%
53140	Fuel & Lubricants	-	-	-	-	0.0%
53150	Supplies-Other	10	-	-	-	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53180	Postage	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
53420	Supplies-Survey	-	-	-	-	0.0%
53510	Supplies-Drafting	-	-	-	-	0.0%
	Total Material and Supplies	10	-	-	-	0.0%
54140	Dues & Subscriptions	-	-	-	-	0.0%
54340	Professional Development	-	-	-	-	0.0%
54342	Meals	-	-	-	-	0.0%
54343	Travel	-	-	-	-	0.0%
54910	Safety Items	-	-	-	-	0.0%
	Total Other Charges	-	-	-	-	0.0%
61400	General Improvements	-	-	-	-	
	Total Capital Outlay	-	-	-	-	0.0%
Total Drainage Capital Projects		90,062	66,633	66,633	32,246	-51.6%

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WATER / WASTEWATER UTILITY FUND
FINANCIAL FORECAST

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Operating Revenues					
Interest Income	79,000	79,000	79,000	79,000	79,000
Water Service Revenue	14,467,820	15,782,440	17,458,428	18,688,731	20,007,940
Wastewater Service Revenue	14,402,429	15,121,250	16,520,861	17,185,834	17,877,652
Charges from Other Services	2,416,747	2,275,749	2,296,007	2,316,467	2,360,296
Other Revenue	1,138,676	1,172,800	1,137,083	1,140,001	1,140,156
Total Operating Revenues	32,504,672	34,431,239	37,491,379	39,410,034	41,465,044
Operating Expenses					
Personnel Services	3,577,704	3,975,427	4,094,690	4,258,478	4,428,817
Contracted Services	8,658,016	9,214,652	9,464,705	9,681,662	9,908,571
Materials and Supplies	1,187,661	1,188,257	1,200,140	1,212,141	1,224,262
Other Charges	1,097,468	1,132,977	1,144,307	1,155,750	1,167,308
Franchise Fee	2,020,917	2,163,258	2,378,550	2,511,220	2,651,991
Reimbursement to Other Funds	3,905,569	4,102,503	4,143,528	4,184,963	4,226,813
Debt Service	9,872,508	10,652,498	11,226,806	12,372,903	14,085,182
Total Operating Expenses	30,319,842	32,429,573	33,652,726	35,377,116	37,692,945
Operating Income / (Loss)	2,184,829	2,001,667	3,838,653	4,032,917	3,772,100
One-Time Revenues					
Edwards Aquifer Authority Reimbursement	-	-	-	-	-
SWTP Reservation Charge	-	-	-	-	-
Prior Period Adjustment	-	-	-	-	-
Operating Transfers	-	-	-	-	-
One-Time Expenses					
Capital Outlay	550,000	857,316	865,889	874,548	883,294
System Improvements	-	-	-	-	-
Rate Stabilization	2,115,586	-	-	-	-
One-Time Operating Transfers	59,416	80,202	-	-	-
Transfer to Capital Reserves	1,000,000	625,000	-	-	-
Net Change in Fund Balance	(1,540,173)	439,149	2,972,764	3,158,369	2,888,806
Beginning Unreserved Fund Balance	9,229,226	7,689,053	8,128,202	11,100,965	14,259,335
Ending Unreserved Fund Balance	7,689,053	8,128,202	11,100,965	14,259,335	17,148,141
Percentage of Operating Expenses	25.4%	25.1%	33.0%	40.3%	45.5%
Days of Operation	93	91	120	147	166

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER / WASTEWATER UTILITY FUND SUMMARY

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**10,359,204**	**7,113,640**	**7,113,640**	**7,689,053**
Operating Revenues				
Interest Income	92,564	79,000	79,000	79,000
Water Service Revenue	14,444,657	14,467,820	14,467,820	15,782,440
Wastewater Service Revenue	13,422,420	14,402,429	14,402,429	15,121,250
Pretreatment Program	429,449	450,000	450,000	463,500
Connections-Water	81,319	100,000	100,000	103,000
Connections-Sewer	4,754	5,000	5,000	5,150
Effluent Revenue	303,733	311,000	311,000	320,330
Wholesale Water Sales	875,177	1,006,031	1,206,031	1,028,712
Penalties	317,850	344,716	344,716	355,057
Sales of Materials	-	1,200	1,200	1,200
Other Revenue	223,713	16,800	16,800	17,304
NSF Service Charges	2,130	7,521	7,521	7,747
Service Charges	89,606	85,000	85,000	87,550
Landscaping	100	-	-	-
Debt Service Reimbursement (Series 2006 and 2006A)	842,446	858,069	858,069	883,811
Build America Bond Subsidy	157,688	170,086	170,086	175,188
Total Operating Revenues	**31,287,606**	**32,304,672**	**32,504,672**	**34,431,239**
Total Funds Available	**41,646,810**	**39,418,312**	**39,618,312**	**42,120,293**
Operating Expenses				
Personnel Services	3,125,581	3,577,704	3,577,704	3,975,427
Contracted Services	7,799,882	8,655,916	8,658,016	9,214,652
Materials and Supplies	1,102,244	1,219,336	1,187,661	1,188,257
Other Charges	5,736,243	7,023,954	7,023,954	7,398,738
Debt Service	9,795,506	10,164,046	9,872,508	10,652,498
Total Operating Expenses	**27,559,456**	**30,640,956**	**30,319,842**	**32,429,573**
One-Time Expenses				
One-Time Operating Transfers	4,857,797	59,416	59,416	80,202
Capital Outlay	330	550,000	550,000	857,316
Transfer to Capital Reserves	-	1,000,000	1,000,000	625,000
Rate Stabilization		-	-	-
Total One-Time Expenses	**4,858,127**	**1,609,416**	**1,609,416**	**1,562,518**
Ending Fund Balance	**9,229,226**	**7,167,940**	**7,689,053**	**8,128,202**
Fund Balance Reserve-Rate Stabilization	**2,115,586**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**7,113,640**	**7,167,940**	**7,689,053**	**8,128,202**
Fund Balance as a Percentage of Total Expenses	25.81%	23.39%	25.36%	25.06%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER / WASTEWATER UTILITY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Wastewater Collection				
Personnel Services	861,676	1,021,633	1,021,633	1,050,890
Contracted Services	49,742	109,930	112,030	86,809
Materials and Supplies	413,389	409,732	401,525	406,575
Other Charges	25,369	21,694	21,694	38,657
Capital Outlay	330	-	-	260,460
Total	1,350,506	1,562,989	1,556,882	1,843,390
Water Quality Services				
Personnel Services	364,316	381,853	381,853	470,171
Contracted Services	107,088	173,983	173,983	209,761
Materials and Supplies	22,607	49,703	47,832	66,297
Other Charges	5,562	9,641	9,641	9,641
Capital Outlay	-	-	-	65,000
Total	499,573	615,180	613,309	820,870
Water Distribution Maintenance				
Personnel Services	1,484,996	1,661,383	1,661,383	1,898,056
Contracted Services	101,064	165,682	165,682	165,988
Materials and Supplies	638,661	697,571	675,974	653,055
Other Charges	37,672	47,680	47,680	42,030
Capital Outlay	-	-	-	60,460
Total	2,262,393	2,572,316	2,550,719	2,819,590
Water Conservation				
Personnel Services	40,253	78,489	78,489	83,236
Contracted Services	33,738	122,566	122,566	122,590
Materials and Supplies	11,827	21,000	21,000	21,000
Other Charges	1,057	2,307	2,307	2,307
Capital Outlay	-	-	-	-
Total	86,875	224,362	224,362	229,134

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET
WATER / WASTEWATER UTILITY FUND

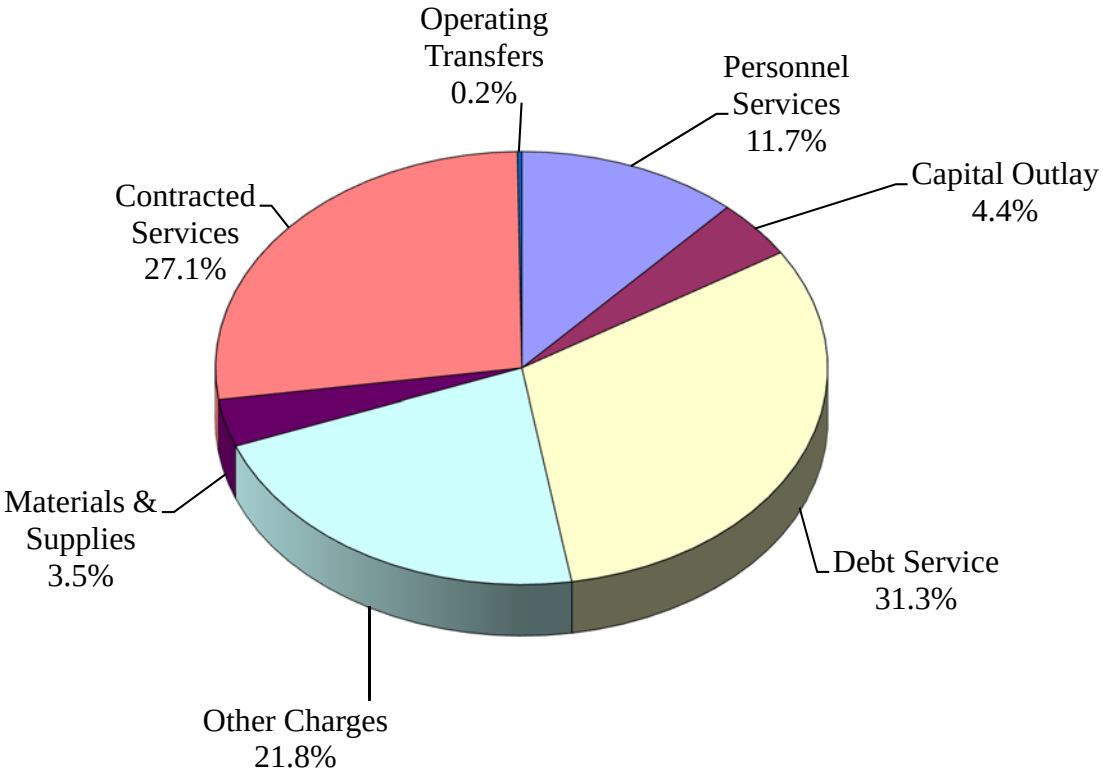
	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Water/Wastewater Administration				
Personnel Services	365,251	344,836	344,836	382,894
Contracted Services	99,223	114,528	114,528	256,878
Materials and Supplies	15,361	30,330	30,330	30,330
Other Charges	8,985	17,425	17,425	17,425
Capital Outlay	-	-	-	389,925
Total	488,820	507,119	507,119	1,077,452
Special Services				
Personnel Services	9,090	89,510	89,510	90,180
Contracted Services	7,409,026	7,969,227	7,969,227	8,372,626
Materials and Supplies	399	11,000	11,000	11,000
Other Charges	5,657,598	6,925,207	6,925,207	7,288,678
Operating / Administrative Transfers	4,857,797	59,416	59,416	80,202
Capital Outlay	-	550,000	550,000	81,471
Transfer to Capital Reserves	-	1,000,000	1,000,000	625,000
Rate Stablization Fund	-	-	-	-
Total	17,933,910	16,604,360	16,604,360	16,549,157
Debt Service				
Principal Payments	6,130,000	6,440,000	6,435,000	7,235,406
Interest Payments	3,660,102	3,702,796	3,420,008	3,394,592
Fiscal Agent Fees	5,404	21,250	17,500	22,500
New Debt Issued				
Total	9,795,506	10,164,046	9,872,508	10,652,498
Total Water/Wastewater Utility Fund Expenses	**32,417,583**	**32,250,372**	**31,929,259**	**33,992,090**

Summary of Expenses by Department				
Wastewater Collection	1,350,506	1,562,989	1,556,882	1,843,390
Water Quality Services	499,573	615,180	613,309	820,870
Water Distribution Maintenance	2,262,393	2,572,316	2,550,719	2,819,590
Water Conservation	86,875	224,362	224,362	229,134
Water/ Wastewater Administration	488,820	507,119	507,119	1,077,452
Special Services	17,933,910	16,604,360	16,604,360	16,549,157
Debt Service	9,795,506	10,164,046	9,872,508	10,652,498
Total Water/Wastewater Utility Fund Expenses	**32,417,583**	**32,250,372**	**31,929,259**	**33,992,090**

City of San Marcos

2015-16 Annual Budget

Water / Wastewater Utility Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Capital Outlay	Debt Service	Total
Wastewater Collection	1,050,890	86,809	406,575	38,657	0	260,460	0	1,843,391
Water Quality Services	470,171	209,761	66,297	9,641	0	65,000	0	820,870
Water Distribution & Maintenance	1,898,056	165,988	653,055	42,030	0	60,460	0	2,819,589
Conservation	83,236	122,590	21,000	2,307	0	0	0	229,133
Administration	382,894	256,878	30,330	17,425	0	389,925	0	1,077,452
Special Services	90,180	8,372,626	11,000	7,288,678	80,202	706,471	10,652,498	27,201,655
Total	3,975,427	9,214,652	1,188,257	7,398,738	80,202	1,482,316	10,652,498	33,992,090

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER / WASTEWATER UTILITY FUND PERSONNEL ROSTER

	Positions				Full Time Equivalent			
Water/Wastewater	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Water/Wastewater Collection	14	14	14	18	14.00	14.00	14.00	18.00
Water/Wastewaster Quality	6	6	6	6	5.50	6.00	6.00	6.00
Water/Wastewater Distribution & Maintenance	26	24	24	26	1.00	1.00	1.00	1.00
Water/Wastewater Conservation	2	2	2	2	3.00	3.00	3.00	3.00
Water/Wastewater Administration	4	4	4	4	3.00	3.00	3.00	3.00
Total	52	50	50	56	26.50	27.00	27.00	31.00

Wastewater Collection

Water/Wastewater Collection	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Wastewater Collection Manager	1	1	1	1	1.00	1.00	1.00	1.00
Water/ Wastewater Maintenance Crew Leader	2	2	2	2	2.00	2.00	2.00	2.00
Waste/Wastewater Equipment Operator II	3	3	3	4	3.00	3.00	3.00	4.00
Water/Wastewater Equipment Operator I	8	8	8	11	8.00	8.00	8.00	11.00
Total	14	14	14	18	14.00	14.00	14.00	18.00

Mission Statement

Provide wastewater collection service for the citizens of the City of San Marcos and operate and maintain the collection system in a safe, efficient and healthy manner.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	861,676	1,021,633	1,021,633	1,050,890
Contracted Services	49,742	109,930	112,030	86,809
Materials and Supplies	413,389	409,732	401,525	406,575
Other Charges	25,369	21,694	21,694	38,657
Capital Outlay	330	0	0	260,460
Total	1,350,506	1,562,989	1,556,882	1,843,391

Goals and Objectives

- Work to further the City Council's goal of expanding economic development, protecting the environment, and improving the image of San Marcos.
- Provide wastewater collections services to the citizens and businesses of San Marcos.
- Operate, maintain and correct failures in the wastewater collection system in a safe, efficient and healthy manner.
- Respond to all emergency and non-emergency calls 24 hours a day.
- Protect the health and safety of the community.
- Continue the video inspection of sewer mains and services throughout the city.
- Continue and improve grease and root control program.
- Increase efficiency of current preventative maintenance program.
- Increase monitoring of system by flow monitoring, smoke testing and testing for corrosive atmospheres.

What We Accomplished in 2014-15

- Increased flow metering.
- Crew Leaders participation of CIP/PCIP final inspection walk thru.
- Utility Line Locator participation in pre-construction meetings to improve good working relations between city and developers/contractors for the purpose of protecting utility infrastructure.
- Completed and increased scheduled bi-annual FOG control maintenance/treatment to meet increased demand on wastewater collection system.
- Reduction of clogging issues in lift stations through cleaning program and pumps replacement or retrofits.
- I/I smoke detection project in the Hughson Heights and Tanglewood Addition Subdivisions.

What We Plan to Accomplish in 2015-16

- Continue CCTV inspections.
- Continue GPS data acquisition of infrastructure assets.
- Continue mobile pc usage to increase efficiency and decrease response time.
- Continue infrastructure security via MH markers and key secured MH covers.
- Continue to address and correct issues identified during CCTV inspections.
- Comply with all applicable state, Federal and local mandates.
- Continue and increase flow monitoring.
- Continue FOG (fats, oils and grease) programs to reduce and eliminate service disruptions.
- Continue smoke testing to identify and correct I/I issues.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Wastewater Taps Installed	Taps	7	8	5
Sewer Mains/Services Repaired	#	188	130	100
Installed City-wide Sewer Clean-outs	#	27	35	50
Manhole Maintenance	#	54	75	55
FOG Control Chemical-Feed Site Maint	Orders	104	110	110
Video Inspection of Collection System for SSOI Compliance	Linear Ft.	35,030	20,000	35,000
Collection System Cleaned & Maint for SSOI Compliance	Linear Ft.	105,748	100,000	125,000

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 200 - Wastewater Collection

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	498,965	646,952	646,952	653,182	1.0%
51110	Workmen'Scompensation	2,642	3,372	3,372	4,828	43.2%
51120	Overtime	52,642	60,283	60,283	62,091	3.0%
51190	Medicare	7,465	10,317	10,317	10,430	1.1%
51200	City Fica	31,919	44,117	44,117	44,597	1.1%
51210	City Tmrs	155,478	129,799	129,799	128,215	-1.2%
51220	City Medical/Hospital Insuranc	108,350	122,418	122,418	143,514	17.2%
51300	Stability Pay	4,216	4,376	4,376	4,032	-7.9%
	Total Personnel Services	861,676	1,021,633	1,021,633	1,050,890	2.9%
52100	Printing & Publications	177	2,500	2,500	2,500	0.0%
52110	Telephone	13,040	12,300	14,400	15,120	22.9%
52130	Equipment-Rent/Lease	20,661	46,000	46,000	46,000	0.0%
52140	Power & Light	-	-	-	-	0.0%
52160	Professional Services	2,590	30,330	30,330	2,610	-91.4%
52391	Software License & Maintenance	12,775	14,800	14,800	16,579	12.0%
52650	Repairs-Communications	500	4,000	4,000	4,000	0.0%
	Total Contracted Services	49,742	109,930	112,030	86,809	-21.0%
53120	Chemicals	68,167	76,500	76,500	76,500	0.0%
53140	Fuel & Lubricants	34,197	37,516	29,309	20,324	-45.8%
53150	Supplies-Other	147,100	103,668	103,668	109,425	5.6%
53160	Supplies-Office	1,337	2,500	2,500	2,500	0.0%
53170	Supplies - Computers	4,925	18,200	18,200	18,200	0.0%
53180	Postage	869	3,000	3,000	3,000	0.0%
53240	Repairs-Building Materials	-	2,000	2,000	2,000	0.0%
53290	Repairs-Manhole (Material)	6,952	5,000	5,000	5,000	0.0%
53295	Repairs-Maintenance	74,593	75,000	75,000	75,000	0.0%
53300	Repairs-Vehicles & Equipment	46,378	40,000	40,000	48,278	20.7%
53340	Uniforms	10,044	11,148	11,148	17,500	57.0%
53800	Base Material	18,825	35,200	35,200	28,848	-18.0%
	Total Materials and Supplies	413,389	409,732	401,525	406,575	-0.8%
54140	Dues & Subscriptions	631	1,334	1,334	1,537	15.2%
54290	Mobile Commo System	3,052	3,700	3,700	3,700	0.0%
54340	Professional Development	5,969	5,460	5,460	18,380	236.6%
54342	Meals	669	800	800	640	-20.0%
54343	Travel	1,833	2,400	2,400	2,400	0.0%
54910	Safety Items	13,215	8,000	8,000	12,000	50.0%
	Total Other Charges	25,369	21,694	21,694	38,657	78.2%
61056	Service Truck / Suv	330	-	-	60,460	100.0%
61060	Maintenance Equipment	-	-	-	125,000	100.0%
61100	Miscellaneous Equipment	-	-	-	75,000	100.0%
	Total Capital Outlay	330	-	-	260,460	100.0%
Total Wastewater Collection		1,350,506	1,562,989	1,556,882	1,843,390	17.9%

Water Quality Services

Water/Wastewater Quality	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Water Quality Services Manager	1	1	1	1	1.00	1.00	1.00	1.00
Water Quality Technician	4	4	4	4	4.00	4.00	4.00	4.00
Administrative Clerk	1	1	1	1	0.50	1.00	1.00	1.00
Total	6	6	6	6	5.50	6.00	6.00	6.00

Mission Statement

The Water Quality Services division has the responsibility for administration and enforcement of Industrial Waste Discharge Regulations (Ordinance 1991-55) and implementation of Ordinance 1991-53 pertaining to Industrial User Permit Fees, Surcharge Fees, Commercial Waste Hauler Registration and Waste Receiving Fees.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	364,316	381,853	381,853	470,171
Contracted Services	107,088	173,983	173,983	209,761
Materials and Supplies	22,607	49,703	47,832	66,297
Other Charges	5,562	9,641	9,641	9,641
Capital Outlay	0	0	0	65,000
Total	499,573	615,180	613,309	820,870

Goals and Objectives

- Work to further the City Council's goal of expanding economic development, protecting the San Marcos River, and improving customer service and relations with the public.
- To support the City of San Marcos' responsibility in enforcing the Clean Water Act and Safe Drinking Water Act.
- To monitor the drinking water and wastewater to ensure the safety of the city's drinking water supply and to protect the wastewater system, personnel, and effluent discharge to the environment as required by the EPA and TCEQ.
- To monitor the wastewater from 15 permitted users and approximately 340 commercial users by inspecting and sampling these industrial and commercial facilities to ensure compliance with regulations.

What We Accomplished in 2014-15

- Collected approximately 1,100 wastewater samples from 15 permitted Industrial Users, collected approximately 1,750 drinking water samples from the city's distribution system and wells, approximately 150 samples from the San Marcos River, and 3,400 samples from commercial customers under our wastewater surcharge and FOG program.
- Evaluated approximately 6,400 drinking water and wastewater analytical results.

- Conducted approximately 40 inspections of industrial and commercial users and educated approximately 30 commercial representatives on current issues.
- Issued 4 Notices of Violation in response to violations of Industrial User discharge permits.
- Completed the fifth year of FOG sampling under the FOG ordinance for our 340 commercial/surcharge customers.

What We Plan to Accomplish in 2015-16

- Continue to enforce the Clean Water Act by monitoring the Industrial Users for permit compliance and the commercial users under the surcharge program.
- Inspect Industrial Users and investigate undesirable changes in wastewater characteristics.
- Continue to educate our domestic users through daily communication.
- Continue to sample for drinking water quality in our wells, distribution system, reclaimed water, and the San Marcos River. Continue to respond to customers questions concerning drinking water quality.
- Continue FOG sampling under the FOG ordinance.
- Issue new industrial waste discharge permits based on streamlining regulations.
- Continue to collect GPS locations for the surcharge and industrial permit wastewater sample ports.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Significant Industrial Users Inspections And Reports Prepared	Number	28	30	30
Water/Wastewater Samples Collected And Tested	Tests	5,800	6,40	6,400
Water/WW Sample Tests Perform By City Staff	Number	5,800	6,400	6,400
Significant Industrial Permit Actions(Issuances, Transfers, Renewals, Modifications)	Number	0	15	5
Significant Industrial User and Surcharge Facility Inspections/Reports	Number	298	308	325
Correspondence	Number	26	30	30
Working Meetings	Hours	105	125	125
Provide Educational Information – People Reached	Number	298	325	350
Purchase Orders, Check Requests, Receiving Reports	Number	157	165	165

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 202 - Water Quality Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	248,265	261,019	261,019	319,114	22.3%
51110	Workmen'Scompensation	1,705	2,646	2,646	4,130	56.1%
51120	Overtime	3,980	3,710	3,710	3,821	3.0%
51190	Medicare	3,511	3,880	3,880	4,722	21.7%
51200	City Fica	15,014	16,588	16,588	20,192	21.7%
51210	City Tmrs	45,682	48,798	48,798	58,050	19.0%
51220	City Medical/Hospital Insuranc	42,956	42,408	42,408	57,406	35.4%
51300	Stability Pay	3,204	2,804	2,804	2,736	-2.4%
	Total Personnel Services	364,316	381,853	381,853	470,171	23.1%
52100	Printing & Publications	3,976	3,200	3,200	3,200	0.0%
52110	Telephone	3,648	3,643	3,643	4,243	16.5%
52160	Professional Services	93,115	159,940	159,940	159,940	0.0%
52300	Contracted Services	-	-	-	35,000	100.0%
52391	Software License & Maintenance	6,350	7,200	7,200	7,378	2.5%
	Total Contracted Services	107,088	173,983	173,983	209,761	20.6%
53120	Chemicals	1,035	1,800	1,800	1,800	0.0%
53130	Lab Equipment	5,559	11,000	11,000	11,000	0.0%
53140	Fuel & Lubricants	6,206	7,151	5,280	23,933	234.7%
53150	Supplies-Other	1,259	12,700	12,700	12,100	-4.7%
53160	Supplies-Office	488	3,000	3,000	3,000	0.0%
53170	Supplies - Computers	3,500	3,500	3,500	3,500	0.0%
53180	Postage	159	3,000	3,000	3,000	0.0%
53300	Repairs-Vehicles & Equipment	939	3,500	3,500	3,912	11.8%
53340	Uniforms	3,464	4,052	4,052	4,052	0.0%
	Total Materials and Supplies	22,607	49,703	47,832	66,297	33.4%
54140	Dues & Subscriptions	342	794	794	794	0.0%
54340	Professional Development	3,359	3,100	3,100	3,100	0.0%
54342	Meals	139	1,005	1,005	1,005	0.0%
54343	Travel	-	2,742	2,742	2,742	0.0%
54910	Safety Items	1,721	2,000	2,000	2,000	0.0%
	Total Other Charges	5,562	9,641	9,641	9,641	0.0%
61056	Service Truck / Suv	-	-	-	40,000	100.0%
61421	Facility Remodel	-	-	-	25,000	100.0%
	Total Capital Outlay	-	-	-	65,000	100.0%
Total Water Quality Services		499,573	615,180	613,309	820,870	33.4%

Water Distribution Maintenance

Water/Wastewater Distribution	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Water Distribution Manager	1	1	1	1	1.00	1.00	1.00	1.00
W/WW Field Maintenance Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
W/WW Utility Project Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
W/WW Maintenance Crew Leader	3	3	3	3	3.00	3.00	3.00	3.00
W/WW Equipment Operator II	3	3	3	3	3.00	3.00	3.00	3.00
W/WW Equipment Operator I	10	8	8	10	10.00	10.00	8.00	10.00
W/WW Electrical Field Maintenance Tech	1	1	1	1	1.00	1.00	1.00	1.00
Instrumentation/Controls Maintenance Tech	2	1	1	1	2.00	2.00	1.00	1.00
Traffic Signal Technician	0	1	1	1	0.00	0.00	1.00	1.00
W/WW Field Maintenance Tech	3	3	3	3	3.00	3.00	3.00	3.00
Inventory/Control Technician	1	1	1	1	1.00	1.00	1.00	1.00
Total	26	24	24	26	26.00	26.00	24.00	26.00

Mission Statement

The Water Distribution Maintenance Division operates and maintains a water distribution system that provides the community and customers an ample supply of clean, potable water as mandated by state and federal agencies.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,484,996	1,661,383	1,661,383	1,898,056
Contracted Services	101,064	165,682	165,682	165,988
Materials and Supplies	638,661	697,571	675,974	653,055
Other Charges	37,672	47,680	47,680	42,030
Capital Outlay	0	0	0	60,460
Total	2,262,393	2,572,316	2,550,719	2,819,589

Goals and Objectives

- Support the Comprehensive Plan Work and to further the City Council's goal of expanding economic development, protecting the environment, and improving the image of San Marcos.
- To operate and maintain the water distribution system to provide the community and customers with an ample supply of safe drinking water as mandated by State and Federal agencies.
- Protect the health and safety of the community and environment.
- To respond to all emergency and non-emergency calls in a safe and efficient manner.
- To provide education and training to Water Distribution personnel to meet or exceed State and City requirements.

- To maintain and monitor the AMI System to insure functionality and accuracy.
- To continue to GPS our water system to insure accurate mapping.
- To continue to survey, monitor and maintain the distribution system to minimize water loss.
- To continue to repair and replace fire hydrants to ensure adequate fire protection.
- To repair and replace isolation water valves to minimize service interruptions during water main repairs.
- Support of our community continuing to providing excellent customer service.

What We Accomplished in 2014-15

- Installed over 300 new water services.
- Changed out over 500 water meters of ten years old or older and non-operational meters to ensure accuracy.
- Maintained, repaired or replaced over 150 fire hydrants to ensure fire protection.
- Tested and repaired the top ten water users' water meter to prevent revenue loss.
- Surveyed 75 miles of water mains for leak detection to prevent unaccounted water loss.
- Completed over 2,000 work orders on maintenance and repairs on the distribution system.
- Field responses to over 1500 customer inquiries regarding meter maintenance problems or concerns.
- Made over 450 repairs on water mains and service lines.
- Responded to over 600 requests for line locates.
- GPS of over 5,000 points in the water distribution system.

What We Plan to Accomplish in 2015-16

- Focus on the maintenance and service of large AMI Smart Meters.
- Continue to GPS existing and new water meters, valves and hydrants in the water distribution system.
- Continue to monitor and reduce unaccounted for water.
- Continue the leak detection survey of 75 linear miles of water lines.
- Prompt repair of all water main and water service leaks to reduce water loss.
- Continue to upgrade, resize and test water meters to insure accuracy.
- Explore new ideas and products that will realize savings in costs.
- Continue to train and educate coworkers to encourage confidence.
- Focus on repairs and maintenance of system valves and fire hydrants to ensure functionality.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
New Residential & Commercial Water Accounts	#	305	350	400
Meter Change Out Program	#	195	150	350
Combined W/WW Line Locate Calls	#	1,153	1,500	1,500
Customer Inquiries Regarding Meter Maintenance Problems & Concerns	#	1,275	1,200	1,200
Water Main and Water Service Repairs	#	324	200	300
Fire Hydrant Repairs/Replace	#	335	200	300
AMI Node Installations	#	126	3,000	3,000
Main & Service Line Taps, Extensions, Replacements, Relocations	#	25	40	50
W/WW Combined GPS Points Taken	Points Entered	3,903	2,000	5,000

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 204 - Water Distribution and Maintenance

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	964,083	1,068,823	1,068,823	1,214,325	13.6%
51110	Workmen'Scompensation	5,500	7,834	7,834	11,364	45.1%
51120	Overtime	73,516	92,742	92,742	95,246	2.7%
51190	Medicare	14,250	16,959	16,959	19,112	12.7%
51200	City Fica	60,931	72,502	72,502	81,714	12.7%
51210	City Tmrs	186,397	213,302	213,302	234,924	10.1%
51220	City Medical/Hospital Insuranc	172,722	181,365	181,365	232,999	28.5%
51300	Stability Pay	7,596	7,856	7,856	8,372	6.6%
	Total Personnel Services	1,484,996	1,661,383	1,661,383	1,898,056	14.2%
52100	Printing & Publications	553	3,192	3,192	3,192	0.0%
52110	Telephone	31,289	44,160	44,160	44,160	0.0%
52130	Equipment-Rent/Lease	299	15,000	15,000	15,000	0.0%
52140	Power & Light	4,562	5,000	5,000	5,000	0.0%
52160	Professional Services	49,782	76,730	76,730	76,730	0.0%
52391	Software License & Maintenance	12,470	13,600	13,600	13,906	2.3%
52650	Repairs-Communications	2,110	8,000	8,000	8,000	0.0%
	Total Contracted Services	101,064	165,682	165,682	165,988	0.2%
53140	Fuel & Lubricants	76,639	79,351	57,754	36,716	-53.7%
53150	Supplies-Other	256,577	233,700	233,700	235,100	0.6%
53160	Supplies-Office	1,472	2,000	2,000	2,000	0.0%
53167	Supplies-AMI	9,061	8,200	8,200	-	-100.0%
53170	Supplies - Computers	1,759	10,000	10,000	10,000	0.0%
53180	Postage	1,737	2,000	2,000	2,000	0.0%
53230	Repairs-Water Meter Parts	-	7,000	7,000	7,000	0.0%
53295	Repairs-Maintenance	21,497	25,000	25,000	25,000	0.0%
53300	Repairs-Vehicles & Equipment	46,826	40,000	40,000	44,919	12.3%
53340	Uniforms	16,988	20,320	20,320	20,320	0.0%
53390	Supplies-Meters	126,955	165,000	165,000	165,000	0.0%
53440	Supplies - Valves	32,589	45,000	45,000	45,000	0.0%
53800	Base Material	46,560	60,000	60,000	60,000	0.0%
	Total Materials and Supplies	638,661	697,571	675,974	653,055	-6.4%
54140	Dues & Subscriptions	356	2,810	2,810	2,810	0.0%
54290	Mobile Commo System	3,643	5,700	5,700	5,700	0.0%
54340	Professional Development	13,616	18,090	18,090	19,240	6.4%
54342	Meals	2,103	2,480	2,480	680	-72.6%
54343	Travel	5,382	6,600	6,600	1,600	-75.8%
54910	Safety Items	12,572	12,000	12,000	12,000	0.0%
	Total Other Charges	37,672	47,680	47,680	42,030	-11.8%
61056	Service Truck / Suv	-	-	-	60,460	100.0%
61062	Ps - Maintenance Equipment	-	-	-	-	0.0%
61100	Miscellaneous Equipment	-	-	-	-	0.0%
	Total Capital Outlay	-	-	-	60,460	100.0%
Total Water Distribution and Maintenance		2,262,393	2,572,316	2,550,719	2,819,590	9.6%

Water Conservation

Water/Wastewater Conservation	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Public Services Conservation Coordinator	1	1	1	1	0.50	0.50	0.50	0.50
Public Services Conservation Technician	1	1	1	1	0.50	0.50	0.50	0.50
Total	2	2	2	2	1.00	1.00	1.00	1.00

Mission Statement

This division responds to customers who need information or assistance involving the safe and efficient use of water at their home or business. This response is achieved by providing information through brochures, sample displays, presentations, home and business energy analysis and other teaching opportunities. This division also provides information to all City of San Marcos customers by telephone, mail, fax, e-mail and personal on-site visits.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	40,253	78,489	78,489	83,236
Contracted Services	33,738	122,566	122,566	122,590
Materials and Supplies	11,827	21,000	21,000	21,000
Other Charges	1,057	2,307	2,307	2,307
Capital Outlay	0	0	0	0
Total	86,875	224,362	224,362	229,133

Goals and Objectives

- The primary objective of the Public Services Department, Conservation Section is to implement the City Council's goal of environmental stewardship through promotion of energy and water efficiency programs such as energy/water audits, school education, public outreach, and financial rebates/incentives. The long-term goal is to increase water/energy efficiency and reduce per capita water/energy usage.

What We Accomplished in 2014-15

- During fiscal year 2014/2015, the Conservation Section expanded the energy efficient home rebate program and implemented the efficient irrigation system rebate program. Representatives from this section participated in various public events including the Texas State University Sustainability Fair, Texas Green Home & Living Show, CTMC Babyfest and Chamber of Commerce Business Expo. This section also sponsored education programs such as the Powerhouse Home Energy Investigation and the Green Home & Living Show Art Contest. Members of the Conservation section were active participants in various groups including the Central

Texas Water Efficiency Network, Community Connections Work Group, and the Chamber of Commerce Natural Resource Committee.

What We Plan to Accomplish in 2015-16

- During fiscal year 2015/2016, the Conservation Section will expand public outreach efforts in an effort to increase awareness of City conservation programs. This section will also continue to research and develop additional incentive programs as needed to achieve conservation goals.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Water/Energy Audits (single and multi-family residential, commercial)	#	304	250	250
Plumbing Retrofits (low-flow showerheads and faucet aerator)	#	320	0	0
Public and School Education (presentations, events, articles, ads, programs, etc)	#	34	40	45
Irrigation Design Plan Reviews (single-family, multi-family, and commercial)	#	97	125	125
Water Rebates and Incentives (washer rebates, toilet rebates, rain barrel rebates)	#	323	250	350
Energy Rebates and Incentives (HVAC, water heaters, Energy Star appliances, insulation)	#	56	45	60
Customer Services Calls	#	928	1,000	1,000

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 206 - Water / Wastewater Conservation

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	29,738	53,893	53,893	56,638	5.1%
51110	Workmen'Scompensation	21	54	54	68	25.9%
51120	Overtime	-	2,390	2,390	2,462	3.0%
51190	Medicare	433	822	822	863	5.0%
51200	City Fica	1,851	3,515	3,515	3,692	5.0%
51210	City Tmrs	5,429	10,340	10,340	10,616	2.7%
51220	City Medical/Hospital Insuranc	2,500	7,068	7,068	8,442	19.4%
51300	Stability Pay	282	408	408	456	11.8%
	Total Personnel Services	40,253	78,489	78,489	83,236	6.0%
52100	Printing & Publications	4,854	5,000	5,000	5,000	0.0%
52105	Efficiency Incentives	19,353	89,518	89,518	89,518	0.0%
52110	Telephone	563	488	488	512	5.0%
52160	Professional Services	8,968	-	-	-	0.0%
52300	Contracted Services	-	27,560	27,560	27,560	0.0%
	Total Contracted Services	33,738	122,566	122,566	122,590	0.0%
53140	Fuel & Lubricants	-	-	-	-	0.0%
53160	Supplies-Office	429	250	250	250	0.0%
53180	Postage	307	750	750	750	0.0%
53385	Supplies-Wtr Conservation	11,091	19,000	19,000	19,000	0.0%
53300	Repairs-Vehicles & Equipment	-	1,000	1,000	1,000	0.0%
	Total Materials and Supplies	11,827	21,000	21,000	21,000	0.0%
54140	Dues & Subscriptions	38	13	13	13	0.0%
54340	Professional Development	455	537	537	537	0.0%
54342	Meals	133	240	240	240	0.0%
54343	Travel	431	1,517	1,517	1,517	0.0%
	Total Other Charges	1,057	2,307	2,307	2,307	0.0%
Total Water/Wastewater Conservation		86,875	224,362	224,362	229,134	2.1%

Administration

Water/Wastewater Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Public Services	1	1	1	1	1.00	1.00	1.00	1.00
Technology Specialist / GIS	1	1	1	1	1.00	1.00	1.00	1.00
Public Services Support Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Coordinator	1	1	1	1	1.00	1.00	1.00	1.00
Total	4	4	4	4	4.00	4.00	4.00	4.00

Mission Statement

Provide planning, direction and administrative support for all divisions within the Water and Wastewater Utilities Department.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	365,251	344,836	344,836	382,894
Contracted Services	99,223	114,528	114,528	256,878
Materials and Supplies	15,361	30,330	30,330	30,330
Other Charges	8,985	17,425	17,425	17,425
Capital Outlay	0	0	0	389,925
Total	488,820	507,119	507,119	1,077,452

Goals and Objectives

- Work to further the City Council's goals of expanding economic development, protecting the environment, and improving the image of San Marcos.
- Support the implementation of the Comprehensive Master Plan.
- To act as initial contact point for all customers and customer concerns involving water and or wastewater. To provide management, technical, fiscal, and administrative guidance and support to this division.
- Prepare and distribute work orders to repair infrastructure problems (water leaks, wastewater problems, water quality concerns, etc.)
- Contact, dispatch, and monitor locations of work crews (via radio or telephone) to repair reported infrastructure problems.
- Attend public forums to disseminate information on all on-going infrastructure projects as well as receiving comments and suggestions from the general public.
- Provide a public service education that keeps citizens informed of water/wastewater issues.
- Direct and/or approve all division budget preparations and submissions and review expenditures.

What We Accomplished in 2014-15

- Responded to approximately 6,500 customer requests.
- Supported numerous public forums with representatives and equipment.
- Scanned more than 2,000 documents into Laserfiche for digital record management.
- Processed GPS data for over 2,500 water/wastewater features in GIS.
- Completed over 2,300 technology support related tasks requested by customers as well as other City departments. These included maps and map related data, technology training and assistance, GIS database development, and reporting.

What We Plan to Accomplish in 2015-16

- Provide guidance and management to all sections of Water/Wastewater Utilities.
- Continue to support advancements of electronic communications and field equipment for all sections of Water/Wastewater Utilities to improve efficiency and customer service.
- Continue to process collected infrastructure data in order to respond to customer/departmental map requests with accurate display of features.
- Continue to process/maintain files in a digital format to decrease paper cost and utilize a more user friendly filing system through Laserfiche.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Citizen Service Requests - Telephone calls and walk in customers	Number	6,000	6,500	6,750
Work Orders/Service Calls	Number	2,200	1,600	1,750
Review Building Plans/Plats	Number	195	225	250
Documents scanned into Laserfiche	Number	2,245	1,800	2,000
Correspondence Processed - Letters, memos, invoices, reports, etc.	Number	575	625	675
Utility Locates Called in to DIGTESS	# of Calls	198	290	325
Meters/Meter Components Adjusted in Billing System	# Meters	237	325	400
Technology Support Tasks (Maps/data, technology training, etc.)	# tasks	2,028	2,300	2,500
Processed GPS data features in GIS	# features	3,903	2,500	3,000

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 205 - Water / Wastewater Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	263,051	244,171	244,171	268,700	10.0%
51110	Workmen'Scompensation	183	250	250	470	88.0%
51120	Overtime	3,246	2,898	2,898	2,985	3.0%
51190	Medicare	3,749	3,648	3,648	4,008	9.9%
51200	City Fica	13,599	15,601	15,601	17,138	9.9%
51210	City Tmrs	47,892	45,456	45,456	48,843	7.5%
51220	City Medical/Hospital Insuranc	29,105	28,272	28,272	36,019	27.4%
51300	Stability Pay	2,026	2,140	2,140	2,332	9.0%
51350	Car Allowance	2,400	2,400	2,400	2,400	0.0%
	Total Personnel Services	365,251	344,836	344,836	382,894	11.0%
52100	Printing & Publications	4,403	4,113	4,113	4,113	0.0%
52110	Telephone	970	3,600	3,600	3,600	0.0%
52160	Professional Services	47,617	45,000	45,000	45,000	0.0%
52300	Contracted Services	-	-	-	130,000	100.0%
52391	Software License & Maintenance	46,233	61,815	61,815	74,165	20.0%
	Total Contracted Services	99,223	114,528	114,528	256,878	124.3%
53150	Supplies-Other	6,371	5,950	5,950	5,950	0.0%
53160	Supplies-Office	1,820	2,280	2,280	2,280	0.0%
53170	Supplies - Computers	486	5,000	5,000	5,000	0.0%
53175	Supplies-Public Relations	6,160	15,000	15,000	15,000	0.0%
53180	Postage	523	2,100	2,100	2,100	0.0%
53385	Supplies-Wtr Conservation	-	-	-	-	0.0%
	Total Materials and Supplies	15,361	30,330	30,330	30,330	0.0%
54140	Dues & Subscriptions	8,433	13,380	13,380	13,380	0.0%
54340	Professional Development	300	2,815	2,815	2,815	0.0%
54342	Meals	180	445	445	445	0.0%
54343	Travel	71	785	785	785	0.0%
54710	Water Cons Rebate Program	-	-	-	-	0.0%
	Total Other Charges	8,985	17,425	17,425	17,425	0.0%
61040	Computer Equipment	-	-	-	-	0.0%
61100	Miscellaneous Equipment	-	-	-	389,925	100.0%
	Total Capital Outlay	-	-	-	389,925	100.0%
Total Water/Wastewater Administration		488,820	507,119	507,119	1,077,452	112.5%

Special Services

Department Organization

The Special Services Division is used to account for a variety of non-direct expenses. Examples of expenses include utilities, insurance, bank charges and operating transfers.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	9,090	89,510	89,510	90,180
Contracted Services	7,409,026	7,969,227	7,969,227	8,372,626
Materials and Supplies	399	11,000	11,000	11,000
Other Charges	5,657,598	6,925,207	6,925,207	7,288,678
Operating Transfers	4,857,797	59,416	59,416	80,202
Transfer to Capital Reserves	0	1,000,000	1,000,000	625,000
Rate Stabilization Fund	0	0	0	0
Capital Outlay	0	550,000	550,000	81,471
Debt Service	9,795,506	10,164,046	9,872,508	10,652,498
Total	27,729,416	26,768,406	26,476,868	27,201,655

Department Detail

Fund 610 - Water/Wastewater Utility Fund
Department 210 - Special Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51210	City Tmrs	-	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	-	-	-	-	0.0%
51310	Unemp Comp & Term Leave	9,090	27,143	27,143	27,143	0.0%
51320	Market - Merit: Non-Civil Ser	-	62,367	62,367	63,038	1.1%
	Total Personnel Services	9,090	89,510	89,510	90,180	0.7%
52010	Copier Rental	-	15,000	15,000	15,000	0.0%
52100	Printing & Publications	10,661	40,000	40,000	40,000	0.0%
52110	Telephone	-	-	-	20,000	100.0%
52130	Equipment-Rent/Lease	-	39,559	39,559	39,559	0.0%
52191	Garbage-City Facilities	19,684	18,335	18,335	18,335	0.0%
52192	Recycling-City Facilities	12,206	12,360	12,360	12,360	0.0%
52140	Power & Light	132,587	140,000	140,000	140,000	0.0%
52160	Professional Services	67,817	74,415	74,415	89,748	20.6%
52300	Contracted Services	-	-	-	2,666	100.0%
52340	WWTP O&M - Omi Contract	2,127,405	2,251,402	2,251,402	2,363,972	5.0%
52341	WWTP Power Cost - Omi Contract	287,238	347,750	347,750	358,183	3.0%
52345	SWTP O&M	1,196,987	1,278,347	1,278,347	1,331,558	4.2%
52346	SWTP Power Cost	542,295	495,030	495,030	488,710	-1.3%
52347	Raw Water Delivery Sys O&M	423,219	397,962	397,962	477,779	20.1%
52391	Software License & Maintenance	254,068	348,512	348,512	364,201	4.5%
52440	Edward'S Aquifer	1,355	30,000	30,000	30,000	0.0%
52510	Eaa Mgmt Fees	372,407	456,400	456,400	456,400	0.0%
52520	Hcpua Oper Exp	-	-	-	-	0.0%
52570	Surface Water Supply	1,250,000	1,250,000	1,250,000	1,350,000	8.0%
52571	Raw Water Delivery Sys Debt Sv	647,685	728,255	728,255	728,255	0.0%
52740	Maintenance-Public Works	63,413	45,900	45,900	45,900	0.0%
	Total Contracted Services	7,409,026	7,969,227	7,969,227	8,372,626	5.1%
53150	Supplies-Other	399	5,500	5,500	5,500	0.0%
53380	Supplies-Copier	-	5,500	5,500	5,500	0.0%
	Total Materials and Supplies	399	11,000	11,000	11,000	0.0%
54120	Tuition Reimb Program	15,325	13,724	13,724	13,724	0.0%
54160	Insurance	139,413	185,140	185,140	185,140	0.0%
54190	Energy Assistance Fund	30,000	30,000	30,000	30,000	0.0%
54210	Assessments Center	5,928	6,630	6,630	6,630	0.0%
54260	Training-Supervisory	1,021	7,000	7,000	7,000	0.0%
54350	Economic Development	-	120,000	120,000	120,000	0.0%
54355	Special Economic Development P	-	53,333	53,333	53,333	0.0%
54450	WWTF Operations & Maintenance	3,910	3,977	3,977	3,977	0.0%
EDI	ED Incentive	-	66,667	66,667	66,667	0.0%
54600	Contingency	-	100,000	100,000	100,000	0.0%
54740	Bad Debt	61,049	242,835	242,835	267,031	10.0%
54750	Bank Charges	128,879	130,000	130,000	130,000	0.0%
54800	Indirect Costs - Fund 100	2,574,797	2,562,019	2,562,019	2,690,120	5.0%
54805	Indirect Costs - Electric Util	683,091	1,343,550	1,343,550	1,412,383	5.1%
54870	Ada Expense	527	1,000	1,000	1,000	0.0%
54890	Customer Service/Diversity	-	3,700	3,700	3,700	0.0%
54915	Safety Program	17,593	20,400	20,400	20,400	0.0%
54920	Employee Recognition	2,880	5,814	5,814	5,814	
54940	Employee Group Activities	7,881	8,501	8,501	8,501	0.0%
54970	Franchise Fee	1,985,302	2,020,917	2,020,917	2,163,258	7.0%
	Total Other Charges	5,657,598	6,925,207	6,925,207	7,288,678	5.2%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 610 - Water/Wastewater Utility Fund						
Department 210 - Special Services (continued)						
58100	Oper Trsf/Fund 100	32,797	34,416	34,416	55,202	60.4%
58150	Oper Trsf/Fund 150	-	-	-	-	0.0%
58155	Oper Trsf/Fund 155	-		-		
58480	Oper Trsf/Fund 480	-	-	-	-	0.0%
58490	Oper Trsf/Fund 490	-	-	-	-	
58620	Oper Trsf/Fund 620	-	-	-	-	
58630	Oper Trsf/Fund 630	4,800,000	-	-	-	0.0%
58685	Oper Trsf/Fund 685	25,000	25,000	25,000	25,000	0.0%
	Total Operating Transfers	4,857,797	59,416	59,416	80,202	35.0%
61XX1	Website Redesign	-	-	-	13,333	100.0%
61XX2	Firewall Replacement	-	-	-	18,138	100.0%
61100	Miscellaneous Equipment	-	500,000	500,000	-	-100.0%
61440	Technology Capital Maintenance	-	50,000	50,000	50,000	0.0%
630C	Transfer to Capital Reserves	-	1,000,000	1,000,000	625,000	-37.5%
83104	Rate Stablization Fund	-	-	-	-	0.0%
	Total Capital Outlay	-	1,550,000	1,550,000	706,471	-54.4%
	Total Prior Period Adjustments	-	-	-	-	0.0%
Total Special Services		17,933,910	16,604,360	16,604,360	16,549,157	-0.3%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 610 - Water/Wastewater Utility Fund						
Division 472 - 2004 Revenue Bonds						
71150	Principal Payments	350,000	370,000	-	-	-100.0%
71200	Interest Payments	22,090	14,430	-	-	-100.0%
71300	Fiscal Agent Fees	300	1,250	-	-	-100.0%
	Total	372,390	385,680	-	-	-100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division 473 - 2004A Revenue Bonds						
71150	Principal Payments	-	-	-	-	0.0%
71200	Interest Payments	-	-	-	-	0.0%
71300	Fiscal Agent Fees	-	-	-	-	0.0%
	Total	-	-	-	-	0.0%
Fund 610 - Water/Wastewater Utility Fund						
Division 474 - 2005 Refunding Bonds						
71150	Principal Payments	825,000	-	-	-	0.0%
71200	Interest Payments	29,700	-	-	-	0.0%
71300	Fiscal Agent Fees	-	1,250	-	-	-100.0%
	Total	854,700	1,250	-	-	-100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division 475 - 2005A Revenue Bonds						
71150	Principal Payments	185,000	195,000	-	-	-100.0%
71200	Interest Payments	11,300	7,800	-	-	-100.0%
71300	Fiscal Agent Fees	300	1,250	-	-	-100.0%
	Total	196,600	204,050	-	-	-100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division 476 - 2006 Revenue Bonds						
71150	Principal Payments	-	-	-	-	0.0%
71200	Interest Payments	125,328	125,328	125,328	125,328	0.0%
71300	Fiscal Agent Fees	750	1,250	1,250	1,250	0.0%
	Total	126,078	126,578	126,578	126,578	0.0%
Fund 610 - Water/Wastewater Utility Fund						
Division 477 - 2006A Revenue Bonds						
71150	Principal Payments	50,000	55,000	55,000	60,000	9.1%
71200	Interest Payments	150,959	148,059	148,059	144,841	-2.2%
71300	Fiscal Agent Fees	750	1,250	1,250	1,250	0.0%
	Total	201,709	204,309	204,309	206,091	0.9%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 610 - Water/Wastewater Utility Fund						
Division 478 - Series 2007 Water/WW Revenue Bonds-Ref						
71150	Principal Payments	485,000	505,000	505,000	530,000	5.0%
71200	Interest Payments	243,667	353,590	67,363	45,900	-87.0%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	729,204	859,840	573,613	577,150	-32.9%
Fund 610 - Water/Wastewater Utility Fund						
Division 479 - Series 2008 Water/WW Revenue Bonds-Ref						
71150	Principal Payments	300,000	300,000	300,000	300,000	0.0%
71200	Interest Payments	616,784	605,159	48,750	36,750	-93.9%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	917,321	906,409	350,000	338,000	-62.7%
Fund 610 - Water/Wastewater Utility Fund						
Division 480 - Series 2009 Combinations Tax and Revenue Certificates of Obligation						
71150	Principal Payments	380,000	395,000	395,000	410,000	3.8%
71200	Interest Payments	399,750	384,550	384,550	368,750	-4.1%
71300	Fiscal Agent Fees	50	1,250	1,250	1,250	0.0%
	Total	779,800	780,800	780,800	780,000	-0.1%
Fund 610 - Water/Wastewater Utility Fund						
Division 481 - Series 2009 Tax & Revenue Refunding Bonds						
71150	Principal Payments	1,310,000	1,355,000	1,355,000	1,400,000	3.3%
71200	Interest Payments	355,881	303,481	303,481	249,281	-17.9%
71300	Fiscal Agent Fees	150	1,250	1,250	1,250	0.0%
	Total	1,666,031	1,659,731	1,659,731	1,650,531	-0.6%
Fund 610 - Water/Wastewater Utility Fund						
Division 482 - Taxable Series 2010 Build America Bonds						
71150	Principal Payments	25,000	25,000	25,000	25,000	0.0%
71200	Interest Payments	486,609	485,959	485,959	485,184	-0.2%
71300	Fiscal Agent Fees	75	1,250	1,250	1,250	0.0%
	Total	511,684	512,209	512,209	511,434	-0.2%
Fund 610 - Water/Wastewater Utility Fund						
Division 483 - GO Refunding Bonds, Series 2010						
71150	Principal Payments	275,000	285,000	285,000	295,000	3.5%
71200	Interest Payments	112,475	105,600	105,600	97,050	-8.1%
71300	Fiscal Agent Fees	100	1,250	1,250	1,250	0.0%
	Total	387,575	391,850	391,850	393,300	0.4%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 610 - Water/Wastewater Utility Fund						
Division 484 - GO Refunding Bonds, Series 2011						
71150	Principal Payments	345,000	1,670,000	1,670,000	1,705,000	2.1%
71200	Interest Payments	426,750	419,850	419,850	386,450	-8.0%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	772,288	2,091,100	2,091,100	2,092,700	0.1%
Fund 610 - Water/Wastewater Utility Fund						
Division 433 - General Obligation Refunding Bonds. Series 2012						
71150	Principal Payments	15,000	15,000	15,000	610,000	3966.7%
71200	Interest Payments	246,169	245,869	245,869	245,625	-0.1%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	261,303	262,119	262,119	856,875	226.9%
Fund 610 - Water/Wastewater Utility Fund						
Division 434 - General Obligation Refunding Bonds, Series 2013						
71150	Principal Payments	1,390,000	1,045,000	1,045,000	1,060,000	1.4%
71200	Interest Payments	35,000	189,052	189,052	180,901	-4.3%
71300	Fiscal Agent Fees	269	1,250	1,250	1,250	0.0%
	Total	1,425,269	1,235,302	1,235,302	1,242,151	0.6%
Fund 610 - Water/Wastewater Utility Fund						
Division 435 - General Obligation Refunding Bonds, Taxable Series 2013						
71150	Principal Payments	195,000	90,000	90,000	85,000	-5.6%
71200	Interest Payments	190,281	14,150	14,150	12,350	-12.7%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	385,818	105,400	105,400	98,600	-6.5%
Fund 610 - Water/Wastewater Utility Fund						
Division 436 - Combination Tax & Revenue Certificates of Obligation, Series 2013						
71150	Principal Payments	-	135,000	135,000	145,000	7.4%
71200	Interest Payments	177,207	143,681	143,681	140,981	-1.9%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	177,341	279,931	279,931	287,231	2.6%
Fund 610 - Water/Wastewater Utility Fund						
Division 437 - Combination Tax & Revenue Certificates of Obligation, Series 2014						
71150	Principal Payments	-	-	-	-	0.0%
71200	Interest Payments	-	156,239	156,239	132,344	-15.3%
71300	Fiscal Agent Fees	241	1,250	1,250	1,250	0.0%
	Total	241	157,489	157,489	133,594	-15.2%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 610 - Water/Wastewater Utility Fund						
Division 438 - General Obligation Refunding Bonds, Series 2014						
71150	Principal Payments	-	-	560,000	-	0.0%
71200	Interest Payments	30,154	-	252,450	241,250	100.0%
71300	Fiscal Agent Fees	-	-	-	1,250	100.0%
	Total	30,154	-	812,450	242,500	100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division XXX - General Obligation Refunding Bonds, Series 2014A						
71150	Principal Payments	-	-	-	-	0.0%
71200	Interest Payments	-	-	329,628	500,700	100.0%
71300	Fiscal Agent Fees	-	-	-	1,250	100.0%
	Total	-	-	329,628	501,950	100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division XXX - W/WW System Revenue Bonds, Series 2015 (TWDB)						
71150	Principal Payments	-	-	-	40,000	100.0%
71200	Interest Payments	-	-	-	907	100.0%
71300	Fiscal Agent Fees	-	-	-	1,250	100.0%
	Total	-	-	-	42,157	100.0%
Fund 610 - Water/Wastewater Utility Fund						
Division XXX - W/WW System Revenue Bonds, Series 2015						
71150	Principal Payments	-	-	-	570,406	100.0%
71200	Interest Payments	-	-	-	-	0.0%
71300	Fiscal Agent Fees	-	-	-	1,250	100.0%
	Total	-	-	-	571,656	100.0%
Summary						
	Principal Payments	6,130,000	6,440,000	6,435,000	7,235,406	12.4%
	Interest Payments	3,660,102	3,702,796	3,420,008	3,394,592	-8.3%
	Fiscal Agent Fees	5,404	21,250	17,500	22,500	5.9%
Total Debt Service		9,795,506	10,164,046	9,872,508	10,652,498	4.8%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET
DRAINAGE UTILITY FUND
FINANCIAL FORECAST

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Operating Revenues					
Interest Income	1,000	1,000	1,000	1,000	1,000
Drainage Service Revenue	3,070,000	3,346,300	3,446,689	3,481,156	3,498,562
Charges from Other Services	76,214	75,440	74,547	73,550	72,393
Other Revenue	-	-	-	-	-
Total Operating Revenues	3,147,214	3,422,740	3,522,236	3,555,706	3,571,954
Operating Expenses					
Personnel Services	302,740	428,880	441,746	454,999	477,749
Contracted Services	809,649	842,254	867,522	893,547	938,225
Materials and Supplies	38,542	55,969	57,088	58,230	59,395
Other Charges	165,955	236,484	241,214	246,038	250,959
Debt Service	1,672,769	1,872,385	2,097,284	2,161,789	2,756,289
Total Operating Expenses	2,989,656	3,435,972	3,704,854	3,814,604	4,482,616
Operating Income / (Loss)	157,558	(13,233)	(182,618)	(258,898)	(910,661)
One-Time Expenses					
Capital Outlay	141,000	206,500	-	-	-
One-Time Operating Transfers	-	-	-	-	-
System Improvements	-	-	-	-	-
Prior Period Adjustment	-	-	-	-	-
Net Change in Fund Balance	16,558	(219,733)	(182,618)	(258,898)	(910,661)
Beginning Unreserved Fund Balance	1,297,143	1,313,701	1,093,969	911,351	652,453
Ending Unreserved Fund Balance	1,313,701	1,093,969	911,351	652,453	(258,208)
Percentage of Operating Expenses	43.9%	31.8%	24.6%	17.1%	-5.8%
Days of Operation	160	116	90	62	(21)

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

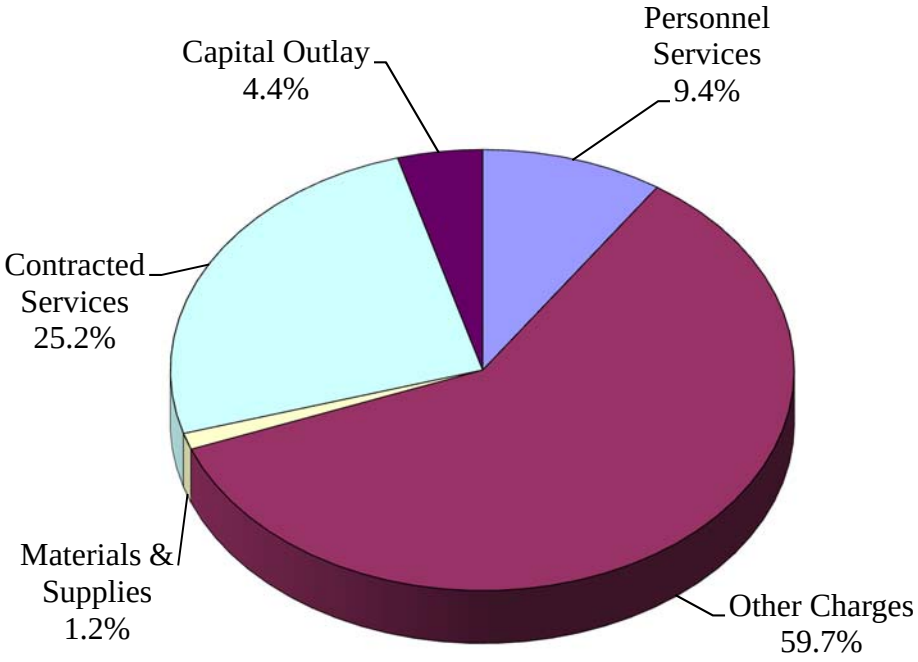
DRAINAGE UTILITY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**974,072**	**1,297,143**	**1,297,143**	**1,313,701**
Operating Revenues				
Interest Income	421	1,000	1,000	1,000
Drainage Utility Fee	2,824,586	2,993,205	3,070,000	3,346,300
Penalties	29,377	30,823	29,524	29,672
Other Revenue	59	-	-	-
Build America Subsidy	43,616	46,690	46,690	45,768
Total Operating Revenues	**2,898,059**	**3,071,718**	**3,147,214**	**3,422,740**
Total Funds Available	**3,872,131**	**4,368,861**	**4,444,357**	**4,736,441**
Operating Expenses				
Personnel Services	138,777	302,740	302,740	428,880
Contracted Services	658,754	809,649	809,649	842,254
Materials and Supplies	27,267	53,377	38,542	55,969
Other Charges	160,174	165,955	165,955	236,484
Debt Service	1,590,015	1,749,114	1,672,769	1,872,385
Total Operating Expenses	**2,574,988**	**3,080,835**	**2,989,656**	**3,435,972**
One-Time Expenses				
Capital Outlay	-	141,000	141,000	206,500
System Improvements	-	-	-	-
Operating Transfer	-	-	-	-
Prior Period Adjustment	-	-	-	-
Total One-Time Expenses	-	141,000	141,000	206,500
Ending Unreserved Fund Balance	**1,297,143**	**1,147,026**	**1,313,701**	**1,093,969**
Fund Balance as a Percentage of Total Expenses	50.37%	37.23%	43.94%	31.84%

City of San Marcos

2015-16 Annual Budget

Drainage Utility Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Capital Outlay	Operating Transfers	Total
Operations	428,880	55,754	55,969	8,574	206,500	0	755,677
Special Services	0	786,500	0	227,910	0	0	1,014,410
Debt Service	0	0	0	1,872,385	0	0	1,872,385
Total	428,880	842,254	55,969	2,108,869	206,500	0	3,642,472

Drainage

Transportation Drainage	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Drainage Manager	0	0	0	1	0.00	0.00	0.00	1.00
Drainage Maint. Crew Leader	1	1	1	1	1.00	1.00	1.00	1.00
Drainage Maint. Equipment Operator I	1	1	1	2	1.00	1.00	1.00	2.00
Drainage Maint. Equipment Operator II	0	0	0	1	0.00	0.00	0.00	1.00
GIS/Technology Specialist	0	1	1	1	0.00	0.50	0.50	0.50
Total	2	3	3	6	2.00	2.50	2.50	5.50

Mission Statement

Execute City Council's vision and goals by providing top quality, professional, effective, and timely drainage and right-of-way operation and maintenance services to residents, businesses and internal customers.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	137,474	302,740	302,740	428,880
Contracted Services	24,775	33,149	33,149	55,754
Materials and Supplies	27,267	53,377	38,542	55,969
Other Charges	4,559	8,470	8,470	8,574
Capital Outlay	0	141,000	141,000	206,500
Total	194,075	538,736	523,901	755,677

Goals and Objectives

- Manage and maintain the City's drainage infrastructure to beautify our community, reduce flooding, and reduce the City's exposure to liability.
- Manage the City's MS4 permit to comply with TCEQ stormwater regulations.
- Improve livability through clean, well-maintained drainage facilities, right-of-way, and roadside vegetation.
- Continue to focus on high-quality service and customer satisfaction.
- Foster collaborative opportunities with other agencies and individuals to improve delivery of service.
- Supporting economic development by reducing flood hazards through well-maintained drainage and right-of-way infrastructure.
- Leverage and maximize existing resources to accomplish City goals.

What We Accomplished in 2014-15

- Inspected 1,034 inlet boxes, area inlets, and catch basins.

- Cleaned 3,260 feet of storm sewer pipe.
- Cleaned 4,097 feet of open channel.
- Swept 1,174 curb miles of street throughout the city.
- Cleaned 5 water quality ponds on Wonder World Drive Extension.
- Cleaned all inline water quality devices throughout the city.
- Installed catch basin and storm sewer pipe on Lago Vista to reduce flooding.
- Replaced failing culvert on E. De Zavala.
- Continued GPS mapping of storm sewer facilities.
- Implemented year one of the City's MS4 program.
- Provided emergency response for the Memorial Day flood.

What We Plan to Accomplish in 2015-16

- Implement second year of the City's MS4 Program.
- Inspect and clean over 3,000 linear feet of storm sewer line.
- Continue GPS mapping of storm sewer facilities.
- Inspect and maintain 1,000 inlet boxes.
- Maintain all storm water quality devices.
- Clean and maintain 5,000 linear feet open channels.
- Clean and maintain detention ponds throughout the city.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Inlets Cleaned	Each	591	1,034	1,200
Storm Sewer Lines Cleaned	Linear Ft	2,001	3,260	3,500
Open Channels Cleaned	Linear Ft	5,042	4,097	5,000
Street Sweeping	Curb Miles	2,200	1,174	2,000

Department Detail

Fund 615 - Drainage Utility Fund
Department 214 - Drainage Operations

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	83,361	200,736	200,736	274,726	36.9%
51110	Workmen'Scompensation	1,441	2,113	2,113	7,702	264.5%
51120	Overtime	6,611	3,650	3,650	3,760	3.0%
51190	Medicare	1,198	2,980	2,980	4,070	36.6%
51200	City Fica	5,120	12,742	12,742	17,398	36.5%
51210	City Tmrs	19,500	37,486	37,486	50,018	33.4%
51220	City Medical/Hospital Insuranc	19,207	38,803	38,803	59,094	52.3%
51300	Stability Pay	1,036	1,132	1,132	2,120	87.3%
51320	Market - Merit: Non-Civil Ser	-	3,098	3,098	9,992	222.6%
	Total Personnel Services	137,474	302,740	302,740	428,880	41.7%
52110	Telephone	1,846	2,508	2,508	2,360	-5.9%
52130	Equipment-Rent/Lease	20,499	27,733	27,733	25,486	-8.1%
52300	Contracted Services	2,430	2,500	2,500	27,500	1000.0%
52650	Repairs-Communications	-	408	408	408	0.0%
	Total Contracted Services	24,775	33,149	33,149	55,754	68.2%
53140	Fuel & Lubricants	3,575	19,083	4,248	8,738	-54.2%
53150	Supplies-Other	16,170	17,214	17,214	15,578	-9.5%
53160	Supplies-Office	20	204	204	204	0.0%
53300	Repairs-Vehicles & Equipment	6,344	11,753	11,753	26,326	124.0%
53340	Uniforms	1,159	5,123	5,123	5,123	0.0%
	Total Materials and Supplies	27,267	53,377	38,542	55,969	4.9%
54140	Dues & Subscriptions	184	368	368	412	12.0%
54340	Professional Development	1,150	2,650	2,650	4,000	50.9%
54342	Meals	201	1,140	1,140	1,200	5.3%
54343	Travel	1,593	2,380	2,380	1,030	-56.7%
54910	Safety Items	1,431	1,932	1,932	1,932	0.0%
	Total Other Charges	4,559	8,470	8,470	8,574	1.2%
61060	Maintenance Equipment	-	141,000	141,000	-	-100.0%
61056	Service Truck / Suv	-		-	90,500	100.0%
61100	Miscellaneous Equipment	-		-	116,000	100.0%
61300	System Improvements	-	-	-		
	Total Capital Outlay	-	141,000	141,000	206,500	46.5%
Total Drainage Operations		194,075	538,736	523,901	755,677	40.3%

Special Services

Department Organization

The Special Services Division is used to account for a variety of non-direct expenses.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,303	0	0	0
Contracted Services	633,979	776,500	776,500	786,500
Materials and Supplies	0	0	0	0
Other Charges	155,615	157,485	157,485	227,910
Operating Transfers	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	1,590,015	1,749,114	1,672,769	1,872,385
Total	2,380,912	2,683,099	2,606,754	2,886,795

Department Detail

Fund 615 - Drainage Utility Fund
Department 215 - Special Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51210	City Tmrs	-	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	-	-	-	-	0.0%
51310	Unemp Comp & Term Leave	1,303	-	-	-	0.0%
	Total Personnel Services	1,303	-	-	-	0.0%
52110	Telephone	-	-	-	10,000	100.0%
52160	Professional Services	-	-	-	-	0.0%
52335	MS4 Compliance Cost	63,919	116,500	116,500	116,500	0.0%
52300	Contracted Services	570,059	660,000	660,000	660,000	0.0%
	Total Contracted Services	633,979	776,500	776,500	786,500	1.3%
53170	Supplies - Computers	-	-	-	-	0.0%
	Total Materials and Supplies	-	-	-	-	0.0%
54740	Bad Debt	11,701	20,465	20,465	5,337	-73.9%
54800	Indirect Costs - Fund 100	74,157	65,171	65,171	70,385	8.0%
54805	Indirect Costs - Electric Util	69,757	71,850	71,850	152,188	111.8%
	Total Other Charges	155,615	157,485	157,485	227,910	44.7%
58617	Oper Trsf/Fund 617	-	-	-	-	0.0%
58650	Oper Trsf/Fund 650	-	-	-	-	0.0%
	Total Operation Transfers	-	-	-	-	0.0%
61060	Maintenance Equipment	-	-	-	-	0.0%
61440	Technology Capital Maintenance	-	-	-	-	0.0%
	Total Capital Outlay	-	-	-	-	0.0%
Total Special Services		790,897	933,985	933,985	1,014,410	8.6%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 615 - Drainage Utility Fund						
Department 221 - 2004 CO Issuance						
71150	Principal Payments	180,000	-	-	-	0.0%
71200	Interest Payments	6,660	-	-	-	0.0%
71300	Fiscal Agent Fees	-	-	-	-	0.0%
	Total	186,660	-	-	-	0.0%
Fund 615 - Drainage Utility Fund						
Department 222 - 2007B Combination Tax and Revenue CO Issuance-Ref						
71150	Principal Payments	75,000	80,000	80,000	85,000	6.3%
71200	Interest Payments	38,599	56,260	14,563	11,163	-80.2%
71300	Fiscal Agent Fees	179	1,250	1,250	1,250	0.0%
	Total	113,778	137,510	95,813	97,413	-29.2%
Fund 615 - Drainage Utility Fund						
Department 223 - 2008 Combination Tax and Revenue CO Issuance-Ref						
71150	Principal Payments	115,000	120,000	120,000	115,000	-4.2%
71200	Interest Payments	201,371	196,772	20,125	15,325	-92.2%
71300	Fiscal Agent Fees	269	1,250	1,250	1,250	0.0%
	Total	316,640	318,022	141,375	131,575	-58.6%
Fund 615 - Drainage Utility Fund						
Department 224 - 2009 Combination Tax and Revenue CO Issuance						
71150	Principal Payments	190,000	195,000	195,000	205,000	5.1%
71200	Interest Payments	199,650	192,050	192,050	184,250	-4.1%
71300	Fiscal Agent Fees	50	1,250	1,250	1,250	0.0%
	Total	389,700	388,300	388,300	390,500	0.6%
Fund 615 - Drainage Utility Fund						
Department 225 - 2010 Taxable Series Build America Bonds						
71150	Principal Payments	85,000	85,000	85,000	85,000	0.0%
71200	Interest Payments	135,611	133,402	133,400	130,766	-2.0%
71300	Fiscal Agent Fees	75	1,250	1,250	1,250	0.0%
	Total	220,686	219,652	219,650	217,016	-1.2%
Fund 615 - Drainage Utility Fund						
Department 226- GO Refunding Bonds, Series 2010						
71150	Principal Payments	175,000	180,000	180,000	190,000	5.6%
71200	Interest Payments	71,175	66,800	66,800	61,400	-8.1%
71300	Fiscal Agent Fees	100	1,250	1,250	1,250	0.0%
	Total	246,275	248,050	248,050	252,650	1.9%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 615 - Drainage Utility Fund						
Department 433- GO Refunding Bonds, Series 2012						
71150	Principal Payments	-	190,000	190,000	190,000	0.0%
71200	Interest Payments	73,488	73,488	73,488	70,400	-4.2%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	73,622	264,738	264,738	261,650	-1.2%
Fund 615 - Drainage Utility Fund						
Department 436- Combination Tax & Revenue Certificates of Obligation, Series 2013						
71150	Principal Payments	-	35,000	35,000	40,000	14.3%
71200	Interest Payments	37,840	30,682	30,681	29,981	-2.3%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	37,974	66,932	66,931	71,231	6.4%
Fund 615 - Drainage Utility Fund						
Department 437- Combination Tax & Revenue Certificates of Obligation, Series 2014						
71150	Principal Payments	-	50,000	50,000	60,000	20.0%
71200	Interest Payments	4,593	54,660	54,660	45,300	-17.1%
71300	Fiscal Agent Fees	87	1,250	1,250	1,250	0.0%
	Total	4,680	105,910	105,910	106,550	0.6%
Fund 615 - Drainage Utility Fund						
Department XXX- General Obligation Refunding Bonds, Series 2014						
71150	Principal Payments			-	-	0.0%
71200	Interest Payments			38,450	38,450	100.0%
71300	Fiscal Agent Fees			1,250	1,250	100.0%
	Total	-	-	39,700	39,700	100.0%
Fund 615 - Drainage Utility Fund						
Department XXX- General Obligation Refunding Bonds, Series 2014A						
71150	Principal Payments	-	-	-		
71200	Interest Payments	-	-	99,803	151,600	100.0%
71300	Fiscal Agent Fees	-	-	1,250	1,250	100.0%
	Total	-	-	101,053	152,850	100.0%
Fund 615 - Drainage Utility Fund						
Department XXX- General Obligation Refunding Bonds, Series 2015						
71150	Principal Payments	-	-	-	150,000	100.0%
71200	Interest Payments	-	-			
71300	Fiscal Agent Fees	-	-	1,250	1,250	100.0%
	Total	-	-	1,250	151,250	100.0%
Summary						
	Principal Payments	820,000	935,000	935,000	1,120,000	19.8%
	Interest Payments	768,986	804,114	724,019	738,635	-8.1%
	Fiscal Agent Fees	1,029	10,000	13,750	13,750	37.5%
	New Debt Payments	-	-	-	-	0.0%
Total Debt Service		1,590,015	1,749,114	1,672,769	1,872,385	7.0%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY FUND
FINANCIAL FORECAST

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Operating Revenues					
Interest Income	20,000	29,487	29,782	30,080	30,380
Electric Service Revenue	52,154,389	54,976,998	56,046,440	57,513,092	59,086,339
Charges from Other Services	952,603	962,011	971,631	981,347	991,160
Other Revenue	3,928,816	4,126,722	1,320,629	1,584,453	1,558,492
Reimbursements from Other Funds	1,558,950	1,758,393	1,811,145	1,865,479	1,921,444
Total Operating Revenues	58,614,758	61,853,611	60,179,627	61,974,451	63,587,816
Operating Expenses					
Personnel Services	4,730,457	5,226,053	4,997,815	5,147,551	5,301,978
Contracted Services	1,695,087	2,326,682	1,785,023	1,838,574	1,875,345
Purchase of Power	38,776,951	38,974,973	37,302,749	37,973,868	40,421,001
Materials and Supplies	512,217	532,530	584,448	602,927	614,986
Other Charges	2,877,891	2,994,560	2,690,470	2,728,833	2,783,409
Franchise Fee	3,650,807	3,848,390	3,923,251	4,025,916	4,136,044
Reimbursement to Other Funds	-	-	-	-	-
Debt Service	2,303,123	2,915,785	3,333,264	3,711,114	4,465,714
Total Operating Expenses	54,546,534	56,818,973	54,617,020	56,028,783	59,598,477
Operating Income / (Loss)	4,068,224	5,034,638	5,562,607	5,945,668	3,989,339
One-Time Revenues					
Transfer from Capital Reserves	-	-	-	-	-
One-Time Expenses					
One-Time Operating Transfers	-	-	-	-	-
Capital Outlay	1,450,000	2,037,771	1,542,250	1,591,863	1,591,863
Transfer to Capital Reserves	800,000	2,650,000	-	-	-
Rate Stabilization	843,053	-	-	-	-
Net Change in Fund Balance	975,171	346,867	4,020,357	4,353,805	2,397,476
Beginning Unreserved Fund Balance	7,999,299	8,974,470	9,321,336	13,341,693	17,695,498
Ending Unreserved Fund Balance	8,974,470	9,321,336	13,341,693	17,695,498	20,092,974
Percentage of Operating Expenses	16.5%	16.4%	24.4%	31.6%	33.7%
Days of Operation	60	60	89	115	123

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**5,547,531**	**7,156,246**	**7,156,246**	**8,974,470**
Operating Revenues				
Interest Income	50,556	20,000	20,000	29,487
Sales Tax Discount	7,460	5,951	5,951	5,892
Electric Service Revenue	53,433,236	50,654,389	52,154,389	54,976,998
Connections - Electric	329,860	314,893	314,893	318,042
Reconnection Charges	66,924	69,353	69,353	70,046
Penalties	562,828	562,406	562,406	568,030
Other Revenue	739,128	3,255,563	3,255,563	3,622,530
Sale of Meters	264,068	223,209	223,209	50,000
Pole Attachment Fee	131,424	396,306	396,306	400,269
NSF Service Charges	4,620	6,754	6,754	6,720
Miscellaneous Service Charges	25,214	21,743	21,743	21,961
Reimbursement from Other Funds	879,901	1,558,949	1,558,950	1,758,393
BAB Subsidy	23,485	25,242	25,242	25,242
Total Operating Revenues	**56,518,705**	**57,114,757**	**58,614,758**	**61,853,611**
One-Time Revenues				
Residual Transfer from Electric CIP Fund	-	-	-	
Prior Year Adjustments	-	-	-	-
Total One-Time Revenues	-	-	-	-
Total Funds Available	**62,066,235**	**64,271,003**	**65,771,004**	**70,828,080**
Operating Expenses				
Personnel Services	4,133,395	4,730,457	4,730,457	5,226,053
Purchase of Power	38,220,968	38,974,973	38,776,951	38,974,973
Contracted Services	1,327,476	1,691,719	1,695,087	2,326,682
Materials and Supplies	432,635	532,393	512,217	532,530
Other Charges	2,895,763	2,877,891	2,877,891	2,994,560
Franchise Fee	4,007,492	3,545,807	3,650,807	3,848,390
Debt Service	1,867,886	2,303,147	2,303,123	2,915,785
Total Operating Expenses	**52,885,615**	**54,656,388**	**54,546,534**	**56,818,973**
One-Time Expenses				
One-Time Operating Transfers	157,000	-	-	-
Capital Outlay	1,024,322	1,450,000	1,450,000	2,037,771
Transfer to Capital Reserves	-	-	800,000	2,650,000
Rate Stablization Fund	-	-	-	-
Total One-Time Expenses	1,181,322	1,450,000	2,250,000	4,687,771
Ending Fund Balance	7,999,299	8,164,615	8,974,470	9,321,336
Reserve-Rate Stabilization	843,053			
Ending Unreserved Fund Balance	**7,156,246**	**8,164,615**	**8,974,470**	**9,321,336**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Conservation				
Personnel Services	133,255	78,401	78,401	83,236
Contracted Services	80,326	107,488	107,488	107,512
Materials and Supplies	10,796	23,569	23,872	28,458
Other Charges	240	5,458	5,458	5,458
Capital Outlay	-	-	-	-
Total	224,618	214,916	215,219	224,665
Meter Operations				
Personnel Services	723,713	731,585	731,585	786,269
Contracted Services	35,939	52,800	52,800	102,879
Materials and Supplies	63,078	74,853	68,348	63,020
Other Charges	23,638	23,956	23,956	19,930
Capital Outlay	288,351	350,000	350,000	392,920
Total	1,134,718	1,233,194	1,226,689	1,365,018
Administration				
Personnel Services	528,404	678,910	678,910	736,084
Purchase of Power	-	-	-	-
Contracted Services	82,737	128,850	128,850	454,210
Materials and Supplies	15,818	18,043	16,753	32,428
Other Charges	35,620	47,915	47,915	47,340
Capital Outlay	5,875	-	-	442,000
Total	668,455	873,718	872,428	1,712,062
Maintenance				
Personnel Services	1,453,726	1,823,517	1,823,517	2,049,192
Contracted Services	265,754	311,444	314,100	392,470
Materials and Supplies	299,774	313,815	301,131	308,894
Other Charges	58,644	57,275	57,275	57,890
Capital Outlay	730,096	550,000	550,000	1,121,380
Total	2,807,993	3,056,051	3,046,023	3,929,826
Utility Business Office				
Personnel Services	907,393	946,314	946,314	1,005,120
Contracted Services	320,143	375,203	375,915	379,810
Materials and Supplies	22,681	60,563	60,563	52,680
Other Charges	18,491	22,075	22,075	22,075
Capital Outlay	-	-	-	-
Total	1,268,707	1,404,155	1,404,867	1,459,684

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY FUND

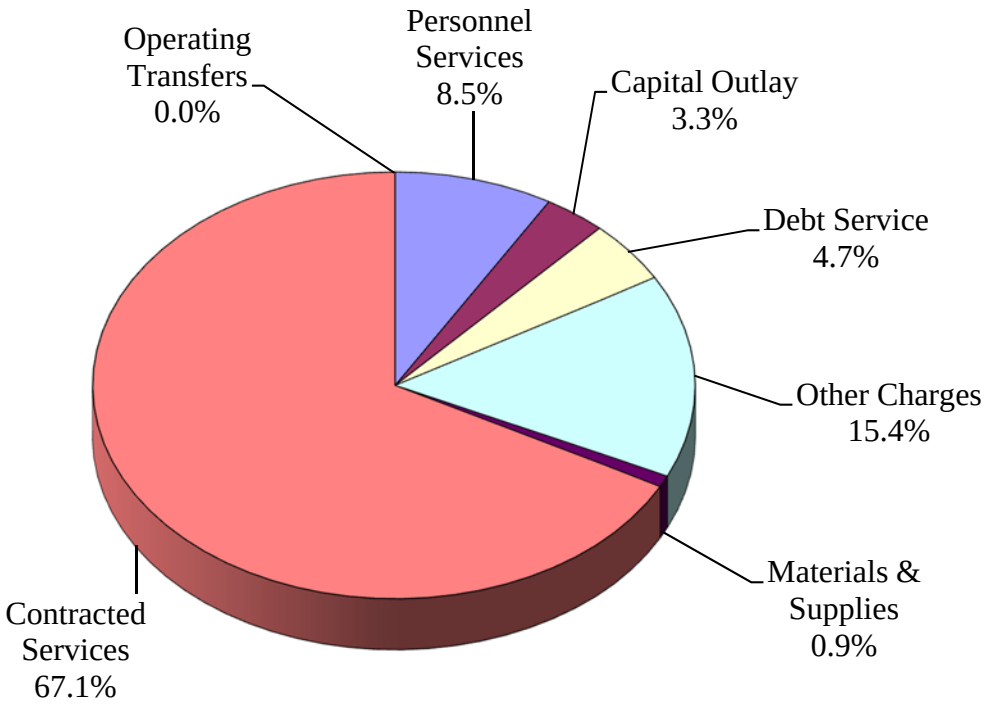
	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Public Services Administration				
Personnel Services	358,688	362,951	362,951	458,876
Contracted Services	28,086	35,056	35,056	135,056
Materials and Supplies	5,480	6,350	6,350	11,850
Other Charges	9,740	26,292	26,292	30,292
Capital Outlay	-	-	-	10,000
Total	401,994	430,649	430,649	646,074
Special Services				
Personnel Services	28,217	108,780	108,780	107,276
Purchase Power	38,220,968	38,974,973	38,776,951	38,974,973
Contracted Services	514,492	680,878	680,878	754,745
Materials and Supplies	15,007	35,200	35,200	35,200
Other Charges	2,749,390	2,694,920	2,694,920	2,811,575
Franchise Fee	4,007,492	3,545,807	3,650,807	3,848,390
Operating Transfers	157,000	-	-	-
Capital Outlay	-	550,000	550,000	81,471
Transfer to Capital Reserves	-	-	800,000	2,650,000
Rate Stablization	-	-	-	-
Total	45,692,566	46,590,559	47,297,537	49,263,630
Debt Service				
Principal Payments	625,000	815,000	815,000	1,455,000
Interest Payments	1,241,193	1,479,397	1,478,123	1,449,535
Fiscal Agent Fees	1,693	8,750	10,000	11,250
New Debt Issued	-	-	-	-
Total	1,867,886	2,303,147	2,303,123	2,915,785
Total Electric Utility Fund Expenses	54,066,936	56,106,388	56,796,534	61,516,744

Summary of Expenses by Department				
Conservation	224,618	214,916	215,219	224,665
Meter Operations	1,134,718	1,233,194	1,226,689	1,365,018
Administration	668,455	873,718	872,428	1,712,062
Maintenance	2,807,993	3,056,051	3,046,023	3,929,826
Utility Business Office	1,268,707	1,404,155	1,404,867	1,459,684
Public Services Administration	401,994	430,649	430,649	646,074
Special Services	45,692,566	46,590,559	47,297,537	49,263,630
Debt Service	1,867,886	2,303,147	2,303,123	2,915,785
Total Electric Utility Fund Expenses	54,066,936	56,106,388	56,796,534	61,516,744

City of San Marcos

2015-16 Annual Budget

Electric Utility Fund



Division	Personnel Services	Contracted Services	Materials & Supplies	Other Charges	Operating Transfers	Capital Outlay	Debt Service	Total
Conservation	83,236	107,512	28,458	5,458	0	0	0	224,664
Meter Operations	786,269	102,879	63,020	19,930	0	392,920	0	1,365,018
Administration	736,084	454,210	32,428	47,340	0	442,000	0	1,712,062
Maintenance	2,049,192	392,470	308,894	57,890	0	1,121,380	0	3,929,826
Utility Business Office	1,005,120	379,810	52,680	22,075	0	0	0	1,459,685
Public Services Administration	458,876	135,056	11,850	30,292	0	10,000	0	646,074
Special Services	107,276	39,729,718	35,200	9,309,965	0	81,471	2,915,785	52,179,415
Total	5,226,053	41,301,655	532,530	9,492,950	0	2,047,771	2,915,785	61,516,744

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY FUND PERSONNEL ROSTER

	Positions				Full Time Equivalent			
Electric Utility Fund	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Proposed 2015-16
Public Services Administration	3	3	3	3	3.00	3.00	3.00	3.00
Conservation	2	2	2	2	1.00	1.00	1.00	1.00
Electric Administration	8	8	8	8	8.00	8.00	8.00	8.00
Meter Operations	9	10	10	10	9.00	10.00	10.00	10.00
Maintenance	19	19	19	23	19.00	19.00	19.00	23.00
Utility Billing and Collections	15	15	15	15	15.00	15.00	15.00	15.00
Total	56	57	57	61	55.00	56.00	56.00	60.00

Conservation

Electric Conservation	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Public Services Conservation Coordinator	1	1	1	1	0.50	0.50	0.50	0.50
Public Services Conservation Technician	1	1	1	1	0.50	0.50	0.50	0.50
Total	2	2	2	2	1.00	1.00	1.00	1.00

Mission Statement

This division responds to customers who need information or assistance involving the safe and efficient use of electricity at their home or business. This response is achieved by providing information through brochures, sample displays, presentations, home and business energy analysis and other teaching opportunities. This division also provides information to all City of San Marcos customers by telephone, mail, fax, e-mail and personal on-site visits. This division exists because the Electric Utility has a generally recognized responsibility to not only provide electricity to customers but, also, to teach and promote the safe and efficient use of electricity.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	133,255	78,401	78,401	83,236
Contracted Services	80,326	107,488	107,488	107,512
Materials and Supplies	10,796	23,569	23,872	28,458
Other Charges	240	5,458	5,458	5,458
Capital Outlay	0	0	0	0
Total	224,617	214,916	215,219	224,664

Goals and Objectives

- The primary objective of the Public Services Department, Conservation Section is to implement the City Council's goal of environmental stewardship through promotion of energy and water efficiency programs such as energy/water audits, school education, public outreach, and financial rebates/incentives. The long-term goal is to increase water/energy efficiency and reduce per capita water/energy usage.

What We Accomplished in 2014-15

- During fiscal year 2014/2015, the Conservation Section expanded the energy efficient home rebate program and implemented the efficient irrigation system rebate program. Representatives from this section participated in various public events including the Texas State University Sustainability Fair, Texas Green Home & Living Show, CTMC Babyfest and Chamber of Commerce Business Expo. This section also sponsored education programs such as the Powerhouse Home Energy Investigation and the Green Home & Living Show Art Contest. Members of the Conservation section were active participants in various groups

including the Central Texas Water Efficiency Network, Community Connections Work Group, and the Chamber of Commerce Natural Resource Committee.

What We Plan to Accomplish in 2015-16

- During fiscal year 2015/2016, the Conservation Section will expand public outreach efforts in an effort to increase awareness of City conservation programs. This section will also continue to research and develop additional incentive programs as needed to achieve conservation goals.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Residential Water/Energy Audits (single and multi-family residential, commercial)	# Units	304	250	250
Plumbing Retrofits (low-flow showerheads and faucet aerator)	# Devices	320	0	0
Public and School Education (presentations, events, articles, ads, programs, etc.)	Ed. Opps.	34	40	45
Irrigation Design Plan Reviews (single-family, multi-family, and commercial)	# of plans	97	125	125
Water Rebates and Incentives (washer/toilet rebates, toilet distribution)	# Issued	323	250	350
Energy Rebates and Incentives (HVAC, water heaters, Energy Star appliances, insulation)	# Issued	56	45	60
Lighting Retrofits (compact fluorescent light bulbs given away at audits at community events or in the office)	# Devices	n/a	n/a	n/a
Customer Service Calls	# Calls	928	1,000	1,000

Department Detail

Fund 650 - Electric Utility Fund
Department 231 - Conservation

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	49,689	53,893	53,893	56,638	5.1%
51110	Workmen'Scompensation	34	54	54	68	25.9%
51120	Overtime	-	2,320	2,320	2,462	6.1%
51190	Medicare	722	821	821	863	5.1%
51200	City Fica	3,089	3,511	3,511	3,692	5.2%
51210	City Tmrs	74,360	10,327	10,327	10,616	2.8%
51220	City Medical/Hospital Insuranc	5,000	7,068	7,068	8,442	19.4%
51300	Stability Pay	360	408	408	456	11.8%
	Total Personnel Services	133,255	78,401	78,401	83,236	6.2%
52100	Printing & Publications	1,600	5,000	5,000	5,000	0.0%
52105	Efficiency Incentives	78,164	90,000	90,000	90,000	0.0%
52110	Telephone	563	488	488	512	5.0%
52160	Professional Services	-	12,000	12,000	12,000	0.0%
		-				
	Total Contracted Services	80,326	107,488	107,488	107,512	0.0%
53140	Fuel & Lubricants	2,352	319	622	5,123	1506.0%
53150	Supplies-Other	-	5,000	5,000	5,000	0.0%
53160	Supplies-Office	540	250	250	250	0.0%
53166	Supplies-Energy Efficiency	6,668	15,000	15,000	15,000	0.0%
53170	Supplies - Computers	1,000	1,000	1,000	1,000	0.0%
53180	Postage	135	1,000	1,000	1,000	0.0%
53300	Repairs-Vehicles & Equipment	101	1,000	1,000	1,085	8.5%
	Total Materials and Supplies	10,796	23,569	23,872	28,458	20.7%
54140	Dues & Subscriptions	68	178	178	178	0.0%
54340	Professional Development	-	1,750	1,750	1,750	0.0%
54342	Meals	99	430	430	430	0.0%
54343	Travel	73	2,600	2,600	2,600	0.0%
54910	Safety Items	-	500	500	500	0.0%
	Total Other Charges	240	5,458	5,458	5,458	0.0%
61050	Light Vehicles	-	-	-	-	0.0%
	Total Capital Outlay	-	-	-	-	0.0%
Total Conservation		224,618	214,916	215,219	224,665	4.5%

Meter Operations

Electric Meter Operations	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Utilities Metering Manager	1	1	1	1	1.00	1.00	1.00	1.00
Metering Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Complex Meter Technician	2	2	2	2	2.00	2.00	2.00	2.00
Meter Service Technician	3	4	4	4	3.00	4.00	4.00	4.00
Public Services Meter Data Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Public Services Support Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Total	9	10	10	10	9.00	10.00	10.00	10.00

Mission Statement

The Meter Operations Division is responsible for reading all electric and water meters within the San Marcos Electric Utility service area. All connects and disconnects of electric and water meters, per customer request or for nonpayment of bills or insufficient checks, are handled through this division. All service calls to the line maintenance crews are also dispatched through meter operations. This division is also responsible for the maintenance and calibration of the electric meters within our system.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	723,713	731,585	731,585	786,269
Contracted Services	35,939	52,800	52,800	102,879
Materials and Supplies	63,078	74,853	68,348	63,020
Other Charges	23,638	23,956	23,956	19,930
Capital Outlay	288,351	350,000	350,000	392,920
Total	1,134,719	1,233,194	1,226,689	1,365,018

Goals and Objectives

- Work safety, efficiently, and responsibly in order to display a positive image of the City.
- Demonstrate to our customers we are dedicated to providing the best service possible.
- Continue strengthening our electrical and general safety practices, so we can achieve a twelfth consecutive year with no lost time injuries.
- Continue to develop new skill sets regarding the City's Advanced Metering Infrastructure (AMI) project.
- Continue providing customers with accurate meter reads.

What We Accomplished in 2014-15

- Connected 782 new electric meters (35 large commercial, 747 residential/small commercial) adding about $150,000 of additional electric infrastructure.
- Collected 95% of monthly billing reads from the AMI.

- Meter staff attended Texas A&M Engineering Extension Service (TEEX) training courses on Electric Metering, Electrical Codes, and Electrical Safety for a combined total of 192 hours.
- Tested 283 current transformer metering points in the field using specialized equipment.
- Transitioned tasks from a contracted service to Metering for AMI related data entry and audit processes.
- Began performing water meter repairs on residential and small commercial meters (1" and smaller).
- Negotiated a contract settlement with our AMI vendor as the result of their inability to meet contracted performance measures. The settlement included a total of $1.1 million in product and software credits for AMI related expenses for the City.
- Installed 200 additional relays to improve water read performance.
- Upgraded MeterSense from version 4.0 to 4.1 for more efficiencies and better reporting of AMI data.
- Upgraded Network Manager from version 5.2 to 5.6.5 to improve outage reporting and align the utility to use Cooper's Yukon system to bridge AMI data to MeterSense.
- Began training dispatchers on SCADA operations and outage reporting in MeterSense.
- Repaired 150 electric and water metering locations damaged by the Memorial Day flood.

What We Plan to Accomplish in 2015-16

- Participate in testing and implementation of NorthStar upgrade from version 6.29 to 6.4.
- Upgrade the database for Network Manager from MySQL to Sequel Server.
- Upgrade MeterSense from version 4.1 to 4.2.
- Hold discovery meeting with Cooper and MeterSense to transition the MeterSense integration to Yukon for AMI data.
- Continue training dispatchers on SCADA operations, electric distribution, and GIS in preparation for the implementation of an Outage Management System (OMS).
- Implement an OMS to help the electric utility manage outages more efficiently and reduce outage times.
- Integrate mCare mobile service orders with Maximo to reduce duplication of data entry in the field.
- Finish replacing old AMI gateway enclosures with new ventilated, battery backup enclosures.
- Finish replacing original AMI gateways with new gateways. The old gateways are failing at a high rate due to age and installation in unventilated enclosures for several years.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Number Of Electric And Water Meters Read Per Month	Number Of Meters	34,958	36,040	37,121
Customer Requested Electric And Water Connects Performed Per Month	Connects	2,012	2,116	2,221
Number of New Service Connects	Number	756	782	700
Current Transformer Meter Tests	Tests	105	283	212
Number Of Service Calls Received By Meter Operations Dispatchers During Regular Business Hours	Calls	2,686	1,586	1,600
Non-Pay Disconnects Performed Annually	Disconnect	3,831	4,265	4,734
Non-Pay Reconnects Performed Annually	Reconnects	3,096	3,544	4,040
Water AMI No Communication Investigations performed annually	Number	1,950	3,585	3,700
Water AMI No Communication Investigations performed annually	Number	282	727	1,456

Department Detail

Fund 650 - Electric Utility Fund
Department 232 - Meter Operations

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	463,782	488,675	488,675	518,814	6.2%
51110	Workmen'Scompensation	1,199	2,261	2,261	5,841	158.3%
51120	Overtime	43,639	28,983	28,983	29,852	3.0%
51190	Medicare	6,984	7,585	7,585	8,043	6.0%
51200	City Fica	29,862	32,438	32,438	34,391	6.0%
51210	City Tmrs	91,705	95,431	95,431	98,875	3.6%
51220	City Medical/Hospital Insuranc	81,095	70,680	70,680	84,420	19.4%
51300	Stability Pay	5,448	5,532	5,532	6,032	9.0%
	Total Personnel Services	723,713	731,585	731,585	786,269	7.5%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	17,024	18,300	18,300	19,395	6.0%
52145	Electric/Water/Wastewater	-	-	-	-	0.0%
52160	Professional Services	17,553	23,000	23,000	23,000	0.0%
52300	Contracted Services	1,362	11,500	11,500	60,484	425.9%
52391	Software License & Maintenance	-	-	-	-	0.0%
	Total Contracted Services	35,939	52,800	52,800	102,879	94.8%
53010	Construction Materials	14,697	16,000	16,000	16,000	0.0%
53140	Fuel & Lubricants	16,891	22,062	15,557	14,635	-33.7%
53150	Supplies-Other	7,420	8,000	8,000	8,000	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53167	Supplies-AMI	5,623	10,000	10,000	7,000	-30.0%
53170	Supplies - Computers	4,260	5,000	5,000	5,000	0.0%
53180	Postage	863	2,000	2,000	1,000	-50.0%
53300	Repairs-Vehicles & Equipment	5,381	6,000	6,000	6,594	9.9%
53340	Uniforms	7,943	5,791	5,791	4,791	-17.3%
	Total Materials and Supplies	63,078	74,853	68,348	63,020	-15.8%
54140	Dues & Subscriptions	262	1,200	1,200	1,200	0.0%
54340	Professional Development	8,870	12,816	12,816	8,230	-35.8%
54342	Meals	1,347	960	960	1,575	64.1%
54343	Travel	10,133	5,980	5,980	5,925	-0.9%
54910	Safety Items	3,026	3,000	3,000	3,000	0.0%
	Total Other Charges	23,638	23,956	23,956	19,930	-16.8%
61100	Miscellaneous Equipment	-	-	-	40,000	100.0%
61050	Light Vehicles	-	-	-	52,920	100.0%
61316	Materials - Meters	288,351	350,000	350,000	300,000	-14.3%
	Total Capital Outlay	288,351	350,000	350,000	392,920	12.3%
Total Meter Operations		1,134,718	1,233,194	1,226,689	1,365,018	10.7%

Administration

Electric Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Public Services	1	1	1	1	1.00	1.00	1.00	1.00
Senior Engineer	1	1	1	1	1.00	1.00	1.00	1.00
Electrical Engineering Technician	3	3	3	3	3.00	3.00	3.00	3.00
Technology Project Manager	0	0	0	0	0.00	0.00	0.00	0.00
Administrative Clerk	1	1	1	1	1.00	1.00	1.00	1.00
Administrative Assistant	1	1	1	1	1.00	1.00	1.00	1.00
Public Services GIS/Technology Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Total	8	8	8	8	8.00	8.00	8.00	8.00

Mission Statement

The Administration Division takes care of the operation, planning, and design of the electrical distribution system for the City of San Marcos, and is the first line of contact with the public, industry and others requesting information on policies and procedures. The Operations Division is not only responsible for the plans and specifications used in the construction of the distribution facilities for the City, but also reviewing outside engineering plans for design and content. This division conducts field studies and engineers the projects for the upgrading of the distribution system, coordinating the work of both office and field personnel to complete the construction projects. This division creates economic cost analysis and technical reports and maintains the distribution mapping as well as drafting of distribution standards and specifications on the computer system. The operations division is also responsible for the installation and utilization of the Supervisory Control and Data Acquisition (SCADA) system as we move toward more automation of the distribution system.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	528,404	678,910	678,910	736,084
Purchase of Power	0	0	0	0
Contracted Services	82,737	128,850	128,850	454,210
Materials and Supplies	15,818	18,043	16,753	32,428
Other Charges	35,620	47,915	47,915	47,340
Capital Outlay	5,875	0	0	442,000
Total	668,454	873,718	872,428	1,712,062

Goals and Objectives

- Sustain sufficient funding and resources necessary for electric system expansion and maintenance.
- Budget monetary reserves to fund unplanned expenditures due to natural or accidental disasters.
- Provide timely electric system engineering and design for electric system expansion and maintenance projects.

- Stay informed of and comply with regulations and requirements by ERCOT (Energy Reliability Council of Texas), the PUC (Public Utility Commission), TRE (Texas Regional Entity) or NERC (North American Electric Reliability Corporation) which affect the Electric Utility Division.
- Accurately forecast electric system growth in order to plan inventory and improvements accordingly.
- Implement/integrate new or enhanced computer-based technologies which improve electric system maintenance, operations, planning, and reliability.
- Assist Maintenance in maintaining high power system reliability with minimum service interruptions.
- Begin implementation of energy efficient street lighting.

What We Accomplished in 2014-15

- Major design/project work: Ranch Road 12 Reconductor; Hunter Road Improvements; Canyon Substation Feeders; LBJ and MLK; Loop82; Chestnut Lofts.
- Implemented a new tree trimming contract with National Tree Company.
- Chestnut Lofts: concrete poles set for HT40 relocation. Dead-end pole at Co-gen has been removed in preparation for the new dead-end pole to be installed.
- Design complete on Franklin re-conductor – material on hand.
- Work on the underground portion of the Cottages is complete.
- Circuits verified and corrected in GIS, renumbering switches and disconnects.
- Poles and wire installed past the golf course – project completed 2 weeks ahead of schedule, work continues on Post Road re-conductor.
- LCRA constructed and started the Thomas C. Ferguson power plant which is partially owned by San Marcos.
- Completed the first year of streetlight replacement program by replacing all IH-35 lights with LED.

What We Plan to Accomplish in 2015-16

- Support accelerating system growth in commercial, multi-family and single family power services.
- Study the requirements and costs of power grid replacement in the downtown transects to provide service per density projections in comprehensive plan.
- Develop a work/project management program using MS Project 2010 to track project schedules.
- Complete Capital Improvement Projects, including Circuit Switcher Replacements, FM 2439 Hunter Road Improvements, Loop 82 Overpass, Mitchell St. Pole Replacements, Replace San Marcos Substation Transformer T-2, and Rio Vista Line Relocation.
- Begin Capital Improvement Projects, including LBJ-MLK Intersection (underground), Loop 82 Overpass, Reconductor Redwood Feeder RW-230, Reconductor Redwood Feeder RW-340, replace San Marcos Substation Transformer T-1.
- Continue Street Light Replacement Program.
- Begin integration considerations of engineering analysis and SCADA software with geographic information system, meter data management, and work management software.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Underground Locates – One Call System	Number	2,009	1,888	2,400
Design of Electric Lines both Overhead and Underground	WA's assigned	129	105	149
Existing Street Lights Within System	Fixtures	2,204	2,275	2,346
Pole Contacts	Number	21,891	24,365	21,963
Customer Yard Lights	Fixtures	1,367	1,371	1,430
PEC Street Lighting Outside of City's Electric Utility Service Territory, but inside the City's Limits	Number	103	144	131
Bluebonnet Street Lighting Outside of City's Electric Utility Service Territory, but inside the City's Limits	Number	82	97	93

Department Detail

Fund 650 - Electric Utility Fund
Department 233 - Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	366,442	476,133	476,133	510,916	7.3%
51110	Workmen'Scompensation	588	1,147	1,147	2,839	147.5%
51120	Overtime	12,141	13,170	13,170	13,565	3.0%
51190	Medicare	5,340	7,161	7,161	7,675	7.2%
51200	City Fica	22,832	30,474	30,474	32,391	6.3%
51210	City Tmrs	68,423	89,654	89,654	93,947	4.8%
51220	City Medical/Hospital Insuranc	48,313	56,544	56,544	69,787	23.4%
51300	Stability Pay	1,924	2,228	2,228	2,564	15.1%
51350	Car Allowance	2,400	2,400	2,400	2,400	0.0%
	Total Personnel Services	528,404	678,910	678,910	736,084	8.4%
52000	Power Costs-Fuel	-	-	-	-	0.0%
52001	Power Costs-Non Fuel	-	-	-	-	0.0%
52002	Power Costs-Transmission	-	-	-	-	0.0%
52003	Power Costs-Ercot & Other Char	-	-	-	-	0.0%
	Total Purchase of Power	-	-	-	-	0.0%
52100	Printing & Publications	776	1,500	1,500	1,500	0.0%
52110	Telephone	12,250	15,410	15,410	15,410	0.0%
52160	Professional Services	62,911	105,440	105,440	105,800	0.3%
52300	Contracted Services	-	-	-	325,000	100.0%
52390	Maint Contract-Office Equip	6,239	6,500	6,500	6,500	0.0%
52391	Software License & Maintenance	560	-	-	-	0.0%
	Total Contracted Services	82,737	128,850	128,850	454,210	252.5%
53140	Fuel & Lubricants	4,088	4,393	3,103	18,502	321.2%
53150	Supplies-Other	5,995	6,000	6,000	6,000	0.0%
53160	Supplies-Office	983	1,000	1,000	1,000	0.0%
53170	Supplies - Computers	1,150	2,400	2,400	2,400	0.0%
53180	Postage	23	250	250	250	0.0%
53300	Repairs-Vehicles & Equipment	2,865	3,000	3,000	3,276	9.2%
53340	Uniforms	714	1,000	1,000	1,000	0.0%
	Total Materials and Supplies	15,818	18,043	16,753	32,428	79.7%
54140	Dues & Subscriptions	24,646	26,850	26,850	25,900	-3.5%
54340	Professional Development	4,726	9,645	9,645	9,645	0.0%
54342	Meals	1,046	1,255	1,255	1,255	0.0%
54343	Travel	4,927	8,565	8,565	8,940	4.4%
54910	Safety Items	275	1,600	1,600	1,600	0.0%
	Total Other Charges	35,620	47,915	47,915	47,340	-1.2%
61040	Computer Equipment	5,875	-	-	400,000	100.0%
61100	Miscellaneous Equipment	-	-	-	42,000	100.0%
	Total Capital Outlay	5,875	-	-	442,000	100.0%
Total Administration		668,455	873,718	872,428	1,712,062	96.0%

Maintenance

Electric Maintenance	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Electric Distribution Manager	1	1	1	1	1.00	1.00	1.00	1.00
Electric Crew Leader	3	3	3	4	3.00	3.00	3.00	4.00
Line Person	7	7	7	10	7.00	7.00	7.00	10.00
Electric Equipment Operator	1	1	1	1	1.00	1.00	1.00	1.00
Line Person, Apprentice	2	2	2	2	2.00	2.00	2.00	2.00
Line Person Helper	4	4	4	4	4.00	4.00	4.00	4.00
Inventory Control Technician	1	1	1	1	1.00	1.00	1.00	1.00
Total	19	19	19	23	19.00	19.00	19.00	23.00

Mission Statement

The Maintenance Division of San Marcos Electric Utility has the mission to continually update and reconstruct the distribution system to maintain our high reliability factor. This division responds to service interruptions, works in all kinds of weather to restore service when these outages occur, and keeps the system operating uniformly on a daily basis. Maintenance personnel are constantly inspecting the distribution system and describing potential malfunction localities to the operations division for appropriate corrective action. These personnel install transformers and services to new customers. The disposition of their responsibilities exacts a professional manner since they are highly visible as they go about their daily routines.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	1,453,726	1,823,517	1,823,517	2,049,192
Contracted Services	265,754	311,444	314,100	392,470
Materials and Supplies	299,774	313,815	301,131	308,894
Other Charges	58,644	57,275	57,275	57,890
Capital Outlay	730,096	550,000	550,000	1,121,380
Total	2,807,994	3,056,051	3,046,023	3,929,826

Goals and Objectives

- Install and energize URD for Downtown project.
- Re-conduct and re-route Hunter Road.
- Re-conduct and re-build Ranch Road 12 circuits.
- Look for new training opportunities (Northwest Lineman's College).
- Meet or exceed new customer need dates.
- Spec out new 30 MVA transformers for San Marcos Sub.
- Become a Tree City USA.

What We Accomplished in 2014-15

- Downtown project - all underground installed and energized.
- Ranch Road 12 Re-conductor 100% complete.
- IH-35 street lights have all been replaced with LEDs and all street light circuits have been repaired.
- Distribution line moved for Chestnut Lofts.
- Re-build of North LBJ distribution line complete.
- Line relocation for LBJ and Craddock complete.
- More than 75 bad transformers replaced.
- Distribution re-conductor and re-route of overhead distribution line on north side of Loop 82 is complete.
- Cleared Loop 82 and Canyon substation for transformer maintenance.
- Multiple apartment subdivision have been completed.
- Franklin re-conductor is 30% complete.
- Line relocation for LBJ and Craddock complete.
- Re-numbering air switches is 10% complete.

What We Plan to Accomplish in 2015-16

- Start a Career Progression training program (apprentice program).
- Re-build and re-conduct Hill Top 10 circuit.
- Remove load from San Marcos T1 and T2 transformers for replacemen.t
- Continue with tree trimming program to get to a trim cycle.
- Re-number all switches and fuses / identify all conductor sizes / correct GIS mapping errors.
- Re-route and re-build south side of Aquareana for new overpass.
- Install new URD to feed Bobcat Stadium.
- Re-build and re-conduct Mill Street for an additional tie line.
- Various re-conductors (yet to be determined) to be able to shift load as needed.
- Work on a five year plan to increase system reliability.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Service Calls	Job Orders	859	1,005	1,500
Power Outages	Job Orders	220	257	115
Outages Caused by Animals	Job Orders	136	126	80
Transformers Installed	Units	71	83	200
Poles Installed	Number	84	98	125
Underground Primary Installed	Feet	20,173	23,602	35,000
Overhead Primary Installed	Feet	19,364	22,655	30,000
Street Light Burn Rate	Percent	90	95	96

Department Detail

Fund 650 - Electric Utility Fund
Department 234 - Maintenance

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	891,779	1,196,197	1,196,197	1,285,024	7.4%
51110	Workmen'Scompensation	2,671	5,618	5,618	12,633	124.9%
51120	Overtime	152,777	115,928	115,928	177,505	53.1%
51190	Medicare	14,577	19,121	19,121	21,289	11.3%
51200	City Fica	62,328	81,760	81,760	91,040	11.4%
51210	City Tmrs	187,427	240,536	240,536	261,731	8.8%
51220	City Medical/Hospital Insuranc	136,023	157,758	157,758	194,166	23.1%
51300	Stability Pay	6,144	6,600	6,600	5,804	-12.1%
	Total Personnel Services	1,453,726	1,823,517	1,823,517	2,049,192	12.4%
52040	Damages	1,388	5,500	5,500	5,500	0.0%
52100	Printing & Publications	-	-	-	-	0.0%
52130	Equipment-Rent/Lease	-	-	-	-	0.0%
52110	Telephone	9,740	9,144	11,800	12,390	35.5%
52300	Contracted Services	254,626	296,800	296,800	374,580	26.2%
				-		
	Total Contracted Services	265,754	311,444	314,100	392,470	26.0%
53010	Construction Materials	112,777	100,000	100,000	100,000	0.0%
53140	Fuel & Lubricants	55,776	57,318	44,634	48,022	-16.2%
53150	Supplies-Other	41,176	40,000	40,000	40,000	0.0%
53160	Supplies-Office	-	-	-	-	0.0%
53170	Supplies - Computers	128	3,800	3,800	3,800	0.0%
53180	Postage	15	-	-	-	0.0%
53320	Tires & Tubes	-	-	-	-	0.0%
53300	Repairs-Vehicles & Equipment	49,166	80,000	80,000	84,375	5.5%
53340	Uniforms	40,735	32,697	32,697	32,697	0.0%
	Total Materials and Supplies	299,774	313,815	301,131	308,894	-1.6%
54140	Dues & Subscriptions	217	350	350	350	0.0%
54340	Professional Development	7,002	7,085	7,085	10,900	53.8%
54342	Meals	2,214	1,560	1,560	1,560	0.0%
54343	Travel	11,544	11,780	11,780	8,580	-27.2%
54910	Safety Items	37,667	36,500	36,500	36,500	0.0%
	Total Other Charges	58,644	57,275	57,275	57,890	1.1%
61056	Service Truck / Suv	-	-	-	290,920	100.0%
61050	Light Vehicles	130,046	-	-	75,460	100.0%
61100	Miscellaneous Equipment	-	-	-	205,000	100.0%
61312	Materials - Customer Extension	600,049	550,000	550,000	550,000	0.0%
61314	Materials - Street Lighting	-	-	-	-	0.0%
61318	Materials - Transformers	-	-	-	-	0.0%
61070	Fire Routine Capital Maintenan	-	-	-	-	0.0%
	Total Capital Outlay	730,096	550,000	550,000	1,121,380	103.9%
Total Maintenance		2,807,993	3,056,051	3,046,023	3,929,826	28.6%

Utility Business Office

Utility Billing and Collections	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Utility Billing Manager	1	1	1	1	1.00	1.00	1.00	1.00
Utility Applications Administrator	1	1	1	1	1.00	1.00	1.00	1.00
Billing Quality Assurance Specialist	1	1	1	1	1.00	1.00	1.00	1.00
Utilities Customer Service Supervisor	2	2	2	2	2.00	2.00	2.00	2.00
Accounting Specialist	4	4	4	4	3.00	3.00	3.00	3.00
Lead Cashier	2	2	2	2	1.00	1.00	1.00	1.00
Utilities Customer Service Clerk	4	4	4	4	6.00	6.00	6.00	6.00
Total	15	15	15	15	15.00	15.00	15.00	15.00

Mission Statement

The Utility Billing and Collection Division is responsible for the billing and collection of all electric, water, wastewater, garbage, cemetery and other accounts. These tasks include billing, collection, customer relations, utility service connections and disconnections, computer data entry, and computer output product initiation, as well as reporting utility data to management.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	907,393	946,314	946,314	1,005,120
Contracted Services	320,143	375,203	375,915	379,810
Materials and Supplies	22,681	60,563	60,563	52,680
Other Charges	18,491	22,075	22,075	22,075
Capital Outlay	0	0	0	0
Total	1,268,708	1,404,155	1,404,867	1,459,685

Goals and Objectives

- Expand utility services customer web-portal “Customer Connect”.
- Complete Utility Billing Application (Harris – NorthStar) 6.4 upgrade (SOW and implementation).
- Finalize renegotiation of support contract with Harris NS and Smart-works to reduce redundancy of processes and cost.
- Continue to expand and promote online applications/capabilities to customers such as: AMI interval read data, reoccurring credit card payments, card swipes and signature pads.
- EBox payment implementation for online banking payments.
- Conversion of payment gateway to processing agent that will include echecks.
- Integration of the Tyler Munis Financial System with Harris NorthStar Utility Billing System.

What We Accomplished in 2014-15

- Identification of Multi-Family (MF) customers in the NorthStar utility billing application.
- Supply Multi-Family data for rate and usage analysis.
- Continued implementation of MDM software (MeterSense) that will interface with billing, GIS, SCADA, and other utility applications to provide remote functionality, rules engines, and reports for QA and analysis purposes.
- Expanded functionality of Mail-Outsource vendor to automate UB processes.
- Implemented Out-bound courtesy calls to utility customers.
- Renegotiated support contract with Harris NS and Smart-works to reduce redundancy of processes and cost.

What We Plan to Accomplish in 2015-16

- Expansion of new web-portal for UCS that will provide an AMI information, in addition will have custom design options for customers and the City.
- Complete Utility Billing Application (Harris – NorthStar) 6.4 upgrade SOW and implementation.
- Transfer collection agency referral process to a weekly function by billing clerk.
- Develop interface between the UB application and collection agency to automate referrals and payment
- Ebox implementation.
- Conversion of payment gateway to processing agent that will include echecks.
- Integration of the Tyler Munis Financial system with Harris NorthStar Utility Billing System.

Performance Measures

	Unit of Measure	Actual 2013-14	Estimated 2014-15	Projected 2015-16
Electric Accounts	# Month	22,365	23,037	23,498
Water Accounts	# Month	10,266	10,483	10,471
Wastewater Accounts	# Month	8,513	8,713	8,683
Sewer Surcharge Accounts	# Month	240	254	260
OTC Connects And Disconnects	# Month	1,416	1,427	1,456
Direct Draft PAP Accounts	# Month	1,467	1,559	1,653
Budget Billing Accounts	Number	747	729	743
Non-Pay Disconnects	# Month	331	372	409
Payments/Cashier/Day	Number	98	94	96
Web Connects and Disconnects	Number	711	762	777
Online Utility Billing & Collections Web Payments	Number	70,044	82,577	90,835
Automated Telephone Payments (IVR) Interactive Voice Response System	Number	30,649	30,542	31,153
Percentage of Automated (Web & IVR) payments to Total Utility Services Customers	Percent	31.5%	36.2%	38%
Western Union Payments (HEB & Money Box locations)	Number	4,620	6,896	7,586
Recurring Credit Card	Number	485	919	1,103
eBilling	Number	3,463	5,143	6,172

Department Detail

Fund 650 - Electric Utility Fund
Department - 235 Utility Business Office

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	619,164	636,834	636,834	663,416	4.2%
51110	Workmen'Scompensation	432	648	648	797	23.0%
51120	Overtime	17,419	24,321	24,321	29,551	21.5%
51190	Medicare	8,957	9,671	9,671	10,142	4.9%
51200	City Fica	38,300	41,351	41,351	43,368	4.9%
51210	City Tmrs	114,993	121,657	121,657	124,683	2.5%
51220	City Medical/Hospital Insuranc	102,731	106,020	106,020	126,630	19.4%
51300	Stability Pay	5,396	5,812	5,812	6,532	12.4%
	Total Personnel Services	907,393	946,314	946,314	1,005,120	6.2%
52100	Printing & Publications	161,474	220,000	220,000	220,000	0.0%
52110	Telephone	1,973	1,788	2,500	2,625	46.8%
52145	Electric/Water/Wastewater	-	-	-	-	0.0%
52160	Professional Services	92,493	70,125	70,125	78,007	11.2%
52390	Maint Contract-Office Equip	1,734	4,700	4,700	4,700	0.0%
52391	Software License & Maintenance	62,469	78,590	78,590	74,477	-5.2%
	Total Contracted Services	320,143	375,203	375,915	379,810	1.2%
53150	Supplies-Other	10,900	23,358	23,358	20,475	-12.3%
53160	Supplies-Office	7,569	27,515	27,515	22,515	-18.2%
53180	Postage	4,212	9,690	9,690	9,690	0.0%
	Total Materials and Supplies	22,681	60,563	60,563	52,680	-13.0%
54140	Dues & Subscriptions	-	200	200	200	0.0%
54340	Professional Development	8,532	9,250	9,250	9,250	0.0%
54342	Meals	1,828	2,240	2,240	2,240	0.0%
54343	Travel	8,132	10,385	10,385	10,385	0.0%
	Total Other Charges	18,491	22,075	22,075	22,075	0.0%
61100	Miscellaneous Equipment	-	-	-	-	0.0%
	Total Capital Outlay	-	-	-	-	0.0%
Total Utility Business Office		1,268,707	1,404,155	1,404,867	1,459,684	4.0%

Public Services Administration

Public Services Administration	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Executive Director of Public Services	1	1	1	1	1.00	1.00	1.00	1.00
Public Services GIS/Technology Manager	1	1	1	1	1.00	1.00	1.00	1.00
Inventory Control Supervisor	1	1	1	1	1.00	1.00	1.00	1.00
Total	3	3	3	3	3.00	3.00	3.00	3.00

Mission Statement

The Public Services Administration Division takes care of the operation, planning, and design of the electrical distribution system for the City of San Marcos, and is the first line of contact with the public, industry and others requesting information on policies and procedures.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	358,688	362,951	362,951	458,876
Contracted Services	28,086	35,056	35,056	135,056
Materials and Supplies	5,480	6,350	6,350	11,850
Other Charges	9,740	26,292	26,292	30,292
Capital Outlay	0	0	0	10,000
Total	401,994	430,649	430,649	646,074

Department Detail

Fund 650 - Electric Utility Fund
Department 236 - Public Services Admin

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	263,476	268,986	268,986	338,672	25.9%
51110	Workmen'Scompensation	186	277	277	407	46.9%
51120	Overtime	1,139	-	-	-	0.0%
51190	Medicare	3,769	3,982	3,982	4,982	25.1%
51200	City Fica	13,312	13,480	13,480	17,337	28.6%
51210	City Tmrs	48,650	49,334	49,334	60,494	22.6%
51220	City Medical/Hospital Insuranc	22,612	21,204	21,204	32,080	51.3%
51300	Stability Pay	1,344	1,488	1,488	704	-52.7%
51350	Car Allowance	4,200	4,200	4,200	4,200	0.0%
	Total Personnel Services	358,688	362,951	362,951	458,876	26.4%
52100	Printing & Publications	-	-	-	-	0.0%
52110	Telephone	4,262	4,056	4,056	4,056	0.0%
52160	Professional Services	23,824	31,000	31,000	31,000	0.0%
52300	Contracted Services	-	-	-	100,000	100.0%
52390	Maint Contract-Office Equip	-	-	-	-	0.0%
	Total Contracted Services	28,086	35,056	35,056	135,056	285.3%
53140	Fuel & Lubricants	-	-	-	-	0.0%
53150	Supplies-Other	1,634	1,500	1,500	7,000	366.7%
53160	Supplies-Office	493	500	500	500	0.0%
53170	Supplies - Computers	3,308	4,200	4,200	4,200	0.0%
53180	Postage	45	150	150	150	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	-	0.0%
53340	Uniforms	-	-	-	-	0.0%
	Total Materials and Supplies	5,480	6,350	6,350	11,850	86.6%
54140	Dues & Subscriptions	1,018	1,692	1,692	1,692	0.0%
54340	Professional Development	5,555	21,925	21,925	25,925	18.2%
54342	Meals	693	900	900	900	0.0%
54343	Travel	2,473	1,775	1,775	1,775	0.0%
54910	Safety Items	-	-	-	-	0.0%
	Total Other Charges	9,740	26,292	26,292	30,292	15.2%
61100	Miscellaneous Equipment	-	-	-	10,000	100.0%
	Total Capital Outlay	-	-	-	10,000	100.0%
Total Public Services Admin		401,994	430,649	430,649	646,074	50.0%

Special Services

Department Organization

The Special Services Division is used to account for a variety of non-direct expenses. Examples of expenses include utilities, insurance, bank charges and operating transfers.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	28,217	108,780	108,780	107,276
Purchase of Power	38,220,968	38,974,973	38,776,951	38,974,973
Contracted Services	514,492	680,878	680,878	754,745
Materials and Supplies	15,007	35,200	35,200	35,200
Other Charges	2,749,390	2,694,920	2,694,920	2,811,575
Franchise Fee	4,007,492	3,545,807	3,650,807	3,848,390
Operating Transfers	157,000	0	0	0
Transfer to Capital Reserves	0	0	800,000	2,650,000
Rate Stabilization	0	0	0	0
Capital Outlay	0	550,000	550,000	81,471
Debt Service	1,867,886	2,303,147	2,303,123	2,915,785
Total	47,560,452	48,893,705	49,600,659	52,179,415

Department Detail

Fund 650 - Electric Utility Fund
Department 240 - Special Services

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51210	City Tmrs	-	-	-	-	0.0%
51220	City Medical/Hospital Insuranc	-	-	-	-	0.0%
51310	Unemp Comp & Term Leave	28,217	22,619	22,619	22,619	0.0%
51320	Market - Merit: Non-Civil Ser	-	86,161	86,161	84,657	-1.7%
	Total Personnel Services	28,217	108,780	108,780	107,276	-1.4%
52000	Power Costs-Fuel	30,471,363	32,645,558	32,447,536	32,645,558	0.0%
52XXX	PCRF Recovery	-	2,270,222	2,270,222	2,270,222	0.0%
52002	Power Costs-Transmission	5,829,875	3,482,288	3,482,288	3,482,288	0.0%
52003	Power Costs-Ercot & Other Char	1,919,731	576,905	576,905	576,905	0.0%
	Total Purchase of Power	38,220,968	38,974,973	38,776,951	38,974,973	0.0%
52010	Copier Rental	4,307	15,300	15,300	15,300	0.0%
52100	Printing & Publications	10,767	47,507	47,507	47,507	0.0%
52110	Telephone	-	-	-	20,000	100.0%
52191	Garbage-City Facilities	19,684	18,335	18,335	18,335	0.0%
52192	Recycling-City Facilities	12,206	12,360	12,360	12,360	0.0%
52139	Power & Light Public Services	26,132	31,000	31,000	31,000	0.0%
52160	Professional Services	64,448	74,415	74,415	89,748	20.6%
52300	Contracted Services	-	-	-	2,666	100.0%
52391	Software License & Maintenance	314,470	423,897	423,897	459,765	8.5%
52750	Maintenance-Electric	62,478	58,064	58,064	58,064	0.0%
	Total Contracted Services	514,492	680,878	680,878	754,745	10.8%
53150	Supplies-Other	7,848	25,000	25,000	25,000	0.0%
53160	Supplies-Office	5,933	8,000	8,000	8,000	0.0%
53380	Supplies-Copier	1,226	2,200	2,200	2,200	0.0%
53875	FPP - Materials & Supplies	-	-	-	-	0.0%
	Total Materials and Supplies	15,007	35,200	35,200	35,200	0.0%
54120	Tuition Reimb Program	17,085	15,300	15,300	15,300	0.0%
54160	Insurance	153,739	201,970	201,970	201,970	0.0%
54190	Energy Assistance Fund	30,000	30,000	30,000	30,000	0.0%
54210	Assessments Center	5,929	6,630	6,630	6,630	0.0%
54260	Training-Supervisory	1,319	7,000	7,000	7,000	0.0%
54350	Economic Development	360,000	120,000	120,000	120,000	0.0%
54355	Special Economic Development P	101,161	53,333	53,333	53,333	0.0%
EDI	ED Incentive	-	66,666	66,666	66,666	0.0%
54600	Contingency	-	50,000	50,000	50,000	0.0%
54740	Bad Debt	183,083	369,764	369,764	406,182	9.8%
54750	Bank Charges	128,230	130,000	130,000	130,000	0.0%
54800	Indirect Costs - Fund 100	1,740,342	1,604,735	1,604,735	1,684,972	5.0%
54870	Ada Expense	538	1,020	1,020	1,020	0.0%
54890	Customer Service/Diversity	-	3,774	3,774	3,774	0.0%
54915	Safety Program	17,478	20,400	20,400	20,400	0.0%
54920	Employee Recognition	2,597	5,814	5,814	5,814	0.0%
54940	Employee Group Activities	7,890	8,514	8,514	8,514	0.0%
	Total Other Charges	2,749,390	2,694,920	2,694,920	2,811,575	
54970	Franchise Fee	4,007,492	3,545,807	3,650,807	3,848,390	8.5%
	Total Franchise Fee	4,007,492	3,545,807	3,650,807	3,848,390	8.5%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 650 - Electric Utility Fund						
Department 240 - Special Services (continued)						
58100	Oper Trsf/Fund 100	-	-	-	-	0.0%
58150	Oper Trsf/Fund 150	-	-	-	-	0.0%
58420	Oper Trsf/Fund 420	-	-	-	-	0.0%
58620	Oper Trsf/Fund 620	-	-	-	-	0.0%
58660	Oper Trsf/Fund 660	157,000	-	-	-	0.0%
					-	0.0%
	Total Operation Transfers	157,000	-	-	-	0.0%
61XX1	Website Redesign	-	-	-	13,334	100.0%
61XX2	Firewall Replacement	-	-	-	18,137	100.0%
61440	Technology Capital Maintenance	-	550,000	550,000	50,000	-90.9%
660C	Transfer to Capital Reserves	-	-	800,000	2,650,000	100.0%
83104	Rate Stablization	-	-	-	-	0.0%
	Total Capital Expenditures	-	550,000	1,350,000	2,731,471	396.6%
Total Special Services		45,692,566	46,590,559	47,297,537	49,263,630	5.7%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 650 - Electric Utility Fund						
Department 442 - 2007B Combination Tax and Revenue Bonds-Ref						
71150	Principal Payments	35,000	35,000	35,000	35,000	0.0%
71200	Interest Payments	16,387	23,586	6,213	4,725	-80.0%
71300	Fiscal Agent Fees	179	1,250	1,250	1,250	0.0%
	Total	51,566	59,836	42,463	40,975	-31.5%
Fund 650 - Electric Utility Fund						
Department 443 - 2010 Taxable Series Build America Bonds						
71150	Principal Payments	70,000	70,000	70,000	70,000	0.0%
71200	Interest Payments	72,119	70,299	70,299	68,129	-3.1%
71300	Fiscal Agent Fees	75	1,250	1,250	1,250	0.0%
	Total	142,194	141,549	141,549	139,379	-1.5%
Fund 650 - Electric Utility Fund						
Department 444 - 2011 Combo Tax and Revenue Bonds						
71150	Principal Payments	100,000	100,000	100,000	100,000	0.0%
71200	Interest Payments	274,519	272,519	272,519	270,519	-0.7%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	375,056	373,769	373,769	371,769	-0.5%
Fund 650 - Electric Utility Fund						
Department 433 - General Obligation Refunding Bonds, Series 2012						
71150	Principal Payments	420,000	430,000	430,000	435,000	1.2%
71200	Interest Payments	120,938	112,538	112,538	105,550	-6.2%
71300	Fiscal Agent Fees	134	1,250	1,250	1,250	0.0%
	Total	541,072	543,788	543,788	541,800	-0.4%
Fund 650 - Electric Utility Fund						
Department 436 - Combination Tax & Revenue Certificates of Obligation, Series 2013						
71150	Principal Payments	-	125,000	125,000	125,000	0.0%
71200	Interest Payments	127,080	103,038	103,038	100,538	-2.4%
71300	Fiscal Agent Fees	(1,077)	1,250	1,250	1,250	0.0%
	Total	126,003	229,288	229,288	226,788	-1.1%

Department Detail

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
Fund 650 - Electric Utility Fund						
Department 445 - Electric Utility System Revenue Bonds, Series 2013						
71150	Principal Payments	-	-	-	320,000	100.0%
71200	Interest Payments	628,228	837,638	837,638	834,438	-0.4%
71300	Fiscal Agent Fees	538	1,250	1,250	1,250	0.0%
	Total	628,766	838,888	838,888	1,155,688	37.8%
Fund 650 - Electric Utility Fund						
Department 437 - Combination Tax & Revenue Certificates of Obligation, Series 2014						
71150	Principal Payments	-	55,000	55,000	70,000	27.3%
71200	Interest Payments	-	59,780	59,780	49,538	-17.1%
71300	Fiscal Agent Fees	1,306	1,250	1,250	1,250	0.0%
	Total	1,306	116,030	116,030	120,788	4.1%
Fund 650 - Electric Utility Fund						
Department 438 - General Obligation Refunding Bonds, Series 2014						
71150	Principal Payments	-	-	-		
71200	Interest Payments	1,923	-	16,100	16,100	100.0%
71300	Fiscal Agent Fees	-	-	1,250	1,250	100.0%
	Total	1,923	-	17,350	17,350	100.0%
Fund 650 - Electric Utility Fund						
Department XXX - General Obligation Refunding Bonds, Series 2015						
71150	Principal Payments	-	-	-	300,000	100.0%
71200	Interest Payments	-	-			
71300	Fiscal Agent Fees	-	-		1,250	100.0%
	Total	-	-	-	301,250	100.0%
Summary						
	Principal Payments	625,000	815,000	815,000	1,455,000	78.5%
	Interest Payments	1,241,193	1,479,397	1,478,123	1,449,535	-2.0%
	Fiscal Agent Fees	1,693	8,750	10,000	11,250	28.6%
	New Debt Payments	-	-	-	-	0.0%
Total Debt Service		1,867,886	2,303,147	2,303,123	2,915,785	26.6%

THE CITY OF
SAN MARCOS

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

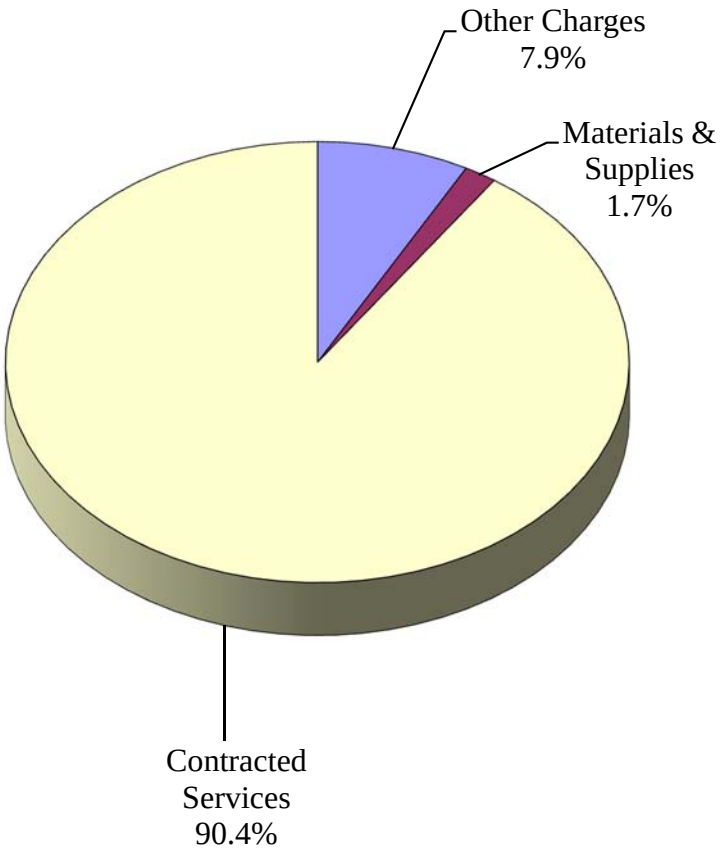
MUNICIPAL AIRPORT FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**65,203**	**7,961**	**7,961**	**915**
Operating Revenues				
Interest Income	-	150	150	150
Penalties Assessed	-	-	-	-
City-Owned T-Hangar Rentals	32,367	50,400	43,200	55,200
City-Owned Shelter Rentals	7,200	10,080	7,560	11,760
Agricultural Land Lease	-	17,000	17,000	25,000
Fuel Flowage Fees	88,706	100,000	59,000	75,000
City-Owned Storage Area Rentals	3,050	3,000	3,000	3,000
Private Hangar/Land Rentals	26,878	19,643	19,643	21,200
Commercial Land/Facility Rentals	150,426	180,626	133,626	136,212
Commercial Gross Receipts	42,250	45,000	40,000	40,000
Commercial Land/Facility Improvement Credits	(62,764)	(48,000)	(47,966)	(48,000)
Other Revenue	-	2,000	3,055	2,000
Total Operating Revenues	**288,113**	**379,899**	**278,268**	**321,522**
Non-Operating Revenues				
Transfer from General Fund	38,822	40,000	125,000	115,000
Total Non-Operating Revenues	**38,822**	**40,000**	**125,000**	**115,000**
Total Funds Available	**392,138**	**427,860**	**411,229**	**437,437**
Operating Expenses				
Contracted Services	351,194	361,610	387,202	396,032
Materials and Supplies	2,932	6,000	977	7,360
Other Charges	30,051	51,551	22,135	34,580
Total Operating Expenses	**384,177**	**419,161**	**410,314**	**437,972**
One-Time Expenses				
One-Time Operating Transfer	-	-	-	-
Total One-Time Expenses	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**7,961**	**8,699**	**915**	**(535)**
Fund Balance as a Percentage of Operating Expenses	2.07%	2.08%	0.22%	-0.12%

City of San Marcos

2015-16 Annual Budget

Municipal Airport Fund



Division	Contracted Services	Materials & Supplies	Other Charges	Total
Administration	396,032	7,360	34,580	437,972

Airport

Mission Statement

The San Marcos Municipal Airport provides for the aviation needs of the citizens of San Marcos and the regional community. The Administration of the Airport includes maintaining and improving the physical facilities, ensuring compliance with applicable Federal standards and rules, establishing and enforcing good airport operating practices, marketing, lease negotiation, and planning for short and long range needs of the Airport.

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	0	0	0	0
Contracted Services	351,194	361,610	387,202	396,032
Materials and Supplies	2,932	6,000	977	7,360
Other Charges	30,051	51,551	22,135	34,580
Total	384,177	419,161	410,314	437,972

Goals and Objectives

Launch a 5-year plan based on recently completely Airport Business Development Plan to transform the San Marcos Regional Airport with a focus on the newly developed Vision Statement: *"San Marcos Airport will be a premier gateway to the Central Texas region acting as a catalyst for jobs, investment, and innovation by leveraging the area's emerging economic strengths."*

- Develop airport with a focus on First Class aviation-related facilities in the Kilo Development Area (formally North Side Development) and a broad appeal to multiple levels of the General Aviation market.
- Target aviation and non-aviation related development projects that will enhance the Airport's revenues and marketability.
- Create a self-sustaining Airport Enterprise that fully funds its operating expenses and capital improvements with revenues generated by the airport.
- Fully leverage Federal and State grant funds to maintain and grow the airport. Target 85-90% grant-funding for capital improvements and eligible maintenance projects.

What We Accomplished in 2014-15

- Hosted the first ever Aircraft Owners and Pilots Association (AOPA) Regional Fly-In. Over 2,500 attendees and 450 aircraft from across the region with a 99% satisfaction rate. Overwhelming national press and recognition for the Airport was received.
- Finalized the City and TxDOT funded Airport Business Development Plan for a 1-5 year time frame.
- Worked closely with TxDOT and local engineering firms responsible for FM 110 to ensure compliance with FAA height restrictions and Airport access.
- Began signage and wayfinding project for Airport Drive with funds approved by Council. Expected installation to being October 2014.

- Completed construction of Phase 1 Kilo Development Area water and wastewater facilities and pavement project.
- Completed construction of Taxiway Juliet repair and resurface project; $1.5M project, 90% federally funded.
- Began design and engineering work from Runway 13-31 reconstruction (overlay, markings, and lights).
- Installed a Terminal Radar Display in the Air Traffic Control Tower to increase safety for Airport and community with the help of local government officials.
- Finalized City acquisition of Texas State University owned property adjacent to Airport and relocated Airport Management offices.
- Began remodel of Airport Management offices to ensure compliance with ADA regulations and to prepare the building for hosting Airport Commission meetings.
- Officially renamed the Airport "San Marcos Regional" to reflect the new vision statement.
- Began design of new Airport logo to facilitate coordinated branding strategy.
- Engaged marketing firm to assist in Airport marketing.
- Began lot layout plan for Ramp Side Development Area (RSDA) to encourage development in unused areas around existing aviation-related development.
- Developed Design Standards to encourage a more cohesive and updated look and feel to Airport to increase curb appeal.

What We Plan to Accomplish in 2015-16

- Begin construction for Runway 13-31 reconstruction (overlay, markings, and lighting).
- Design and construction Airport Security Fencing project utilizing TxDOT grant to reduce unauthorized access to Aircraft Operating Area (AOA). This project will also include additional public parking areas.
- Begin design and installation of Airport entrance sign upon finalization of FM 110 location and new Airport entrance(s).
- Begin marketing the Airport from a Commercial Real Estate perspective to target non-aviation business in conjunction with the GSMP.
- Roll out updated Minimum Standards, Rules and Regulations, and rates and charges following approval from Airport Commission and City Council.
- Begin design and construction of eight until T-hangar complex utilizing TxDOT grant funds.
- Design and rollout updated standalone Airport website.
- Design and distribute marketing collaterals.
- Update Airport Hazard Zoning ordinance and create Airport Compatible Land Use Zoning plan.

Department Detail

Fund 680 - Municipal Airport
Department 250 - Airport Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
52110	Telephone	-	-	-	-	0.0%
52140	Power & Light	13,341	17,000	15,602	17,000	0.0%
52160	Professional Services	337,853	344,610	371,600	379,032	10.0%
52660	Repairs-Building & Equipment	-	-	-	-	
	Total Contracted Services	351,194	361,610	387,202	396,032	9.5%
53140	Fuel & Lubricants	-	-	30	1,330	100.0%
53150	Supplies-Other	2,932	6,000	947	6,000	0.0%
53300	Repairs-Vehicles & Equipment	-	-	-	30	100.0%
	Total Materials and Supplies	2,932	6,000	977	7,360	22.7%
54160	Insurance	-	4,000	-	4,000	0.0%
54340	Professional Development	-	-	-	-	0.0%
54165	Income Incentives	30,051	47,551	22,135	30,580	-35.7%
54750	Bank Charges	-	-	-	-	0.0%
54800	Indirect Costs - Fund 100	-	-	-	-	0.0%
	Total Other Charges	30,051	51,551	22,135	34,580	-32.9%
58670	Oper Trsf/Fund 670	-	-	-	-	0.0%
	Total Operating Transfers	-	-	-	-	0.0%
Total Municipal Airport Fund		384,177	419,161	410,314	437,972	4.5%

CITY OF SAN MARCOS

2015-16 Annual Budget

SOLID WASTE COLLECTION UTILITY FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Fund Balance - Reserved and Unreserved	**954,209**	**866,742**	**866,742**	**785,120**
Operating Revenues				
Residential Garbage Collection Fee	1,616,011	1,708,807	1,850,507	2,008,523
Penalties	49,596	61,429	70,750	77,343
Recycling Collection Fee	860,768	809,774	1,050,244	1,162,560
Other Revenue	47,702	45,000	45,000	45,000
Total Operating Revenue	**2,574,077**	**2,625,010**	**3,016,502**	**3,293,427**
Total Funds Available	**3,528,286**	**3,491,752**	**3,883,244**	**4,078,547**
Operating Expenses				
Personnel Services	112,063	124,778	124,778	169,219
Contracted Services	2,449,040	2,707,175	2,598,086	2,795,537
Materials and Supplies	16,880	22,000	22,000	22,000
Other Charges	39,967	53,260	53,260	59,350
Operating / Administrative Transfers	-	-	-	-
Total Operating Expenses	**2,617,950**	**2,907,213**	**2,798,124**	**3,046,105**
Capital Improvemements	43,593	500,000	300,000	200,000
Ending Unreserved Fund Balance	**866,742**	**84,539**	**785,120**	**832,442**
Fund Balance as a Percentage of Operating Expenses	33.11%	2.91%	28.06%	27.33%

Solid Waste Collection

Solid Waste	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Assistant Director of Community Services	0	0.33	0.33	0.33	0.33	0.33	0.33	0.33
Solid Waste Program Coordinator	1	1	1	1	0.50	0.50	1.00	1.00
Administrative Assistant	1	1	0	0	0.50	0.50	0.00	0.00
Total	2.33	2.33	1.33	1.33	1.33	1.33	1.33	1.33

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	112,063	124,778	124,778	169,219
Contracted Services	2,449,040	2,707,175	2,598,086	2,795,537
Materials and Supplies	16,880	22,000	22,000	22,000
Other Charges	39,967	53,260	53,260	59,350
Capital Outlay	43,593	500,000	300,000	200,000
Operating Transfers	0	0	0	0
Total	2,661,543	3,407,213	3,098,124	3,246,106

Department Detail

Fund 685 - Solid Waste Collection Utility Fund
Department 257 - Other Charges

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	80,713	82,725	82,725	111,034	34.2%
51110	Workmen'Scompensation	57	85	85	134	57.6%
51120	Overtime	-	5,835	5,835	6,010	3.0%
51190	Medicare	1,122	1,301	1,301	1,715	31.8%
51200	City Fica	4,800	5,565	5,565	7,335	31.8%
51210	City Tmrs	16,300	16,224	16,224	20,943	29.1%
51220	City Medical/Hospital Insuranc	7,931	9,424	9,424	18,009	91.1%
51300	Stability Pay	340	388	388	452	16.5%
51320	Market - Merit: Non-Civil Ser	-	2,432	2,432	2,786	14.6%
51350	Car Allowance	800	800	800	800	0.0%
	Total Personnel Services	112,063	124,778	124,778	169,219	35.6%
52100	Printing & Publications	1,342	2,500	2,500	2,500	0.0%
52110	Telephone	621	2,160	2,160	2,160	0.0%
52160	Professional Services	1,584	3,600	3,600	3,600	0.0%
52205	Househld Haz Waste Prog	-	-	-	-	0.0%
52250	Garbage Contract - Residential	2,218,515	2,459,641	2,341,019	2,513,072	2.2%
52260	Garbage Collect-Landfill Reser	-	-	-	-	0.0%
52270	Garbage Contract - Recycle Pic	167,094	165,274	174,807	205,205	24.2%
52275	Multi Family Recycling	-	-	-	-	0.0%
52300	Contracted Services	54,097	65,000	65,000	60,000	-7.7%
52390	Maint Contract-Office Equip	-	2,000	2,000	2,000	0.0%
52650	Repairs-Communications	-	-	-	-	
52760	Environmental Services	5,787	7,000	7,000	7,000	0.0%
	Total Contracted Services	2,449,040	2,707,175	2,598,086	2,795,537	3.3%
53150	Supplies-Other	15,459	20,000	20,000	20,000	0.0%
53160	Supplies-Office	788	1,000	1,000	1,000	0.0%
53180	Postage	633	1,000	1,000	1,000	0.0%
	Total Materials and Supplies	16,880	22,000	22,000	22,000	0.0%
54140	Dues & Subscriptions	250	350	350	750	114.3%
54275	Administrative Fee	-	2,000	2,000	2,000	0.0%
54340	Professional Development	1,278	1,760	1,760	3,400	93.2%
54342	Meals	926	480	480	1,500	212.5%
54343	Travel	712	3,170	3,170	6,200	95.6%
54740	Bad Debt	36,800	45,000	45,000	45,000	0.0%
54910	Safety Items	-	500	500	500	0.0%
	Total Other Charges	39,967	53,260	53,260	59,350	11.4%
61100	Miscellaneous Equipment	43,593	500,000	300,000	200,000	-60.0%
	Total Capital Outlay	43,593	500,000	300,000	200,000	-60.0%
58100	Oper Trsf/Fund 100	-	-	-	-	0.0%
					-	0.0%
	Total Operation Transfers	-	-	-	-	0.0%
Total Solid Waste Collection Utility Fund		2,661,543	3,407,213	3,098,124	3,246,105	-4.7%

CITY OF SAN MARCOS

2015-16 Annual Budget

TRANSIT FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Fund Balance - Reserved and Unreserved	**79,438**	**74,761**	**74,761**	**5,074**
Operating Revenues				
Federal Transit Funds	-	-	-	-
State Transit Funds	-	-	-	-
Fare Revenue	-	-	-	-
Other Revenue	-	-	-	-
Total Operating Revenue	**-**	**-**	**-**	**-**
Operating Transfer - General Fund	296,114	451,114	451,114	610,000
Total One-Time Operating Revenues	**296,114**	**451,114**	**451,114**	**610,000**
Total Funds Available	**375,552**	**525,875**	**525,875**	**615,074**
Operating Expenses				
Personnel Services	106	69,301	69,301	110,950
Contracted Services	300,000	396,000	395,000	496,000
Materials and Supplies	685	3,000	3,000	3,000
Other Charges	-	3,500	3,500	3,500
Total Operating Expenses	**300,791**	**471,801**	**470,801**	**613,450**
Capital Improvemements	-	50,000	50,000	-
Ending Unreserved Fund Balance	**74,761**	**4,074**	**5,074**	**1,624**
Fund Balance as a Percentage of Operating Expenses				0.26%

Transit

Transit	Positions				Full Time Equivalent			
	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16	Actual 2013-14	Proposed 2014-15	Actual 2014-15	Propsed 2015-16
Fleet/Facilities/Transit Manager	0	0.33	0.33	0.33	0.33	0.33	0.33	0.33
Transit Admin	1	1	0	0	0.50	0.50	0.00	0.00
GIS Transit Analyst	0	0	1	1	0.00	0.00	0.50	0.50
Total	1	1.33	1.33	1.33	0.83	0.83	0.83	0.83

Expenses by Category

	Actual 2013-14	Original Approved 2014-15	Revised 2014-15	Proposed 2015-16
Personnel Services	106	69,301	69,301	110,950
Contracted Services	300,000	396,000	395,000	496,000
Materials and Supplies	685	3,000	3,000	3,000
Other Charges	0	3,500	3,500	3,500
Capital Outlay	0	50,000	50,000	0
Total	300,791	521,801	520,801	613,450

Department Detail

Fund 688-Transit
Department 258 - Administration

		Actual 2013-14	Original Approved 2014-15	Estimated 2014-15	Proposed 2015-16	% of Change
51100	Salaries	106	48,832	48,832	77,366	58.4%
51110	Workmen'Scompensation	-	291	291	388	33.5%
51120	Overtime	-	-	-	-	0.0%
51190	Medicare	-	710	710	1,125	58.4%
51200	City Fica	-	3,038	3,038	4,811	58.4%
51210	City Tmrs	-	8,938	8,938	13,831	54.8%
51220	City Medical/Hospital Insuranc	-	5,890	5,890	11,256	91.1%
51300	Stability Pay	-	167	167	231	38.4%
51320	Market - Merit: Non-Civil Ser	-	1,436	1,436	1,942	35.2%
51350	Car Allowance	-		-		
	Total Personnel Services	106	69,301	69,301	110,950	60.1%
52100	Printing & Publications	-	1,000	-	1,000	0.0%
52110	Telephone	-	-	-	-	0.0%
52160	Professional Services	-	20,000	20,000	20,000	0.0%
52535	Local City Route	300,000	350,000	350,000	450,000	28.6%
52530	ADA Paratransit	-	-	-	-	0.0%
52300	Contracted Services	-	25,000	25,000	25,000	0.0%
	Total Contracted Services	300,000	396,000	395,000	496,000	25.3%
53150	Supplies-Other	61	1,000	1,000	1,000	0.0%
53160	Supplies-Office	624	1,000	1,000	1,000	0.0%
53180	Postage	-	1,000	1,000	1,000	0.0%
	Total Materials and Supplies	685	3,000	3,000	3,000	0.0%
54140	Dues & Subscriptions	-	-	-	-	0.0%
54340	Professional Development	-	1,000	1,000	1,000	0.0%
54342	Meals	-	500	500	500	0.0%
54343	Travel	-	2,000	2,000	2,000	0.0%
	Total Other Charges	-	3,500	3,500	3,500	0.0%
61100	Miscellaneous Equipment	-	50,000	50,000	-	-100.0%
	Total Capital Outlay	-	50,000	50,000	-	-100.0%
Total Transit Fund		300,791	521,801	520,801	613,450	17.6%

THE CITY OF
SAN MARCOS

CITY OF SAN MARCOS

2015-16 Annual Budget

CEMETERY PERPETUAL CARE TRUST FUND

	Actual 2013/2014	Approved 2014/2015	Revised 2014/2015	Proposed 2015/2016
Beginning Unreserved Fund Balance	**1,048,397**	**1,059,474**	**1,059,474**	**1,067,474**
Operating Revenues				
Interest Income	8,564	5,000	5,000	5,000
Perpetual Care Sales	2,514	3,000	3,000	3,000
Total Operating Revenues	**11,078**	**8,000**	**8,000**	**8,000**
Total Funds Available	**1,059,474**	**1,067,474**	**1,067,474**	**1,075,474**
Operating Expenditures				
Operating Transfers	-	-	-	-
Total Operating Expenditures	**-**	**-**	**-**	**-**
Ending Unreserved Fund Balance	**1,059,474**	**1,067,474**	**1,067,474**	**1,075,474**
Fund Balance as a Percentage of Total Expenditures	100.00%	100.00%	100.00%	100.00%

THE CITY OF
SAN MARCOS

Executive Summary

Capital Improvements Program

Section 7.02 of the San Marcos City Charter requires the Planning and Zoning Commission to submit annually to the City Council, not less than 120 days prior to the beginning of the fiscal year, a list of recommended capital improvements found necessary or desirable. In accordance with the city's commitment to best business practices, and pursuant to the charter requirement, the city has established an on-going ten-year Capital Improvements Program (CIP) to plan for capital expenditures and identify funding sources for these projects.

The CIP is a budgetary tool for community decision-makers and suggests a variety of possible project funding sources, ranging from operating budgets, state and federal grants, to future voter approved bond programs. The CIP also suggests the particular year in which projects might be authorized. Since the first year of each CIP cycle is predominately adopted as part of the upcoming fiscal year's expenditures, it is important that the list of first year projects accurately reflects the goals and priorities of the City Council and the capacity of the city to provide the funding. The nine subsequent years in the document are utilized for planning purposes only.

A CIP project generally involves a capital expenditure of public funds, beyond maintenance and operating cost, for the acquisition, construction or improvement of a needed physical facility.

CIP Process

February - City Council Budget Workshop. The City Council adopts a budget policy statement that includes their priorities for the upcoming fiscal year.

February / March - Meeting is held with the Council of Neighborhood Associations to kick-off the Capital Improvements Plan process. The purpose of the meeting is to report on the status of the current CIP and to solicit ideas and suggestions for new projects. All suggestions are compiled and distributed to appropriate city personnel for evaluation and possible inclusion in the upcoming CIP.

March / April - Department Heads prepare their project submittals for inclusion in the CIP. Project Input Forms are compiled by the Planning and Development Services Department and the draft CIP is assembled.

April - The Administrative Review Committee reviews the draft CIP. This committee consists of the City Manager, Deputy City Manager, and the Directors of Finance and Planning and Development Services. The purpose of this review is to evaluate project proposals, coordinate the timing of projects, review funding proposals.

May - Planning and Zoning Commission review. Workshops are held to discuss project proposals and public hearings are held to solicit participation and comments.

June - City Council receives CIP recommendation and incorporates year one into the upcoming budget development process.

City Council Priorities

Each year the CIP reflects the priorities established by the City Council in their budget policy statement. Past CIP's have indicated a strong City Council commitment to upgrading and building the city's water and wastewater systems, and building new facilities to provide better services to the public. Projects such as the new surface water treatment plant reduced the city's dependence on underground water from the Edwards Aquifer. The reconstruction and upgrading of the wastewater treatment plant increased the capacity of the facility and improved the quality of the discharge into the San Marcos River. These and other projects, such as the construction of a new library, fire station, and activity center, were all CIP projects that evolved from a conceptual stage to the fully funded and ready to be bid stage in the first year of the CIP.

The Capital Improvements Program for Fiscal Years 2008/09 to 2016/17 recognizes City Council priorities and demonstrates a commitment to address the growth-related challenges facing the community. Growth issues, the economy, and the quality of life of the citizens are all impacted by the effectiveness of the city's thoroughfare system, and the CIP reflects a focus of future financial resources toward street and drainage projects.

Funding Sources

A variety of funding sources are identified in the CIP. Time constraints, previous commitments, voter approvals, revenues, and fund balances can determine which of the various sources is most appropriate for a particular project. The following definitions were utilized to determine the project funding recommendations contained in the CIP:

General Obligation Bonds (GO's) – Bonds that finance a variety of public projects such as streets, buildings, and capital improvements. GO's are backed by the full faith and credit of the government entity and are repaid through assessment of a property tax levy. GO's are issued only after receiving voter approval.

Certificates of Obligation (CO's) – Debt instruments used to finance capital improvement projects. CO's are backed by the full faith and credit of the government entity and are fully payable from a property tax levy. CO's differ from GO's in that they are approved by the City Council and are not voter approved.

Revenue Bond – Bonds whose principal and interest are payable exclusively from user fees. Revenue bonds are backed by the full faith and credit of the government entity.

General Fund – The general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is used as a funding source for projects related to streets, public buildings, parks, and other capital improvements for the general use of the citizenry.

Electric Utility Fund – The fund used to account for operations financed through the sale of electricity. The Electric Utility Fund is used as a funding source for projects related to the electric distribution system.

Water/Wastewater Utility Fund – The fund used to account for operations financed through the sale of water and wastewater treatment. The Water/Wastewater Utility Fund is used as a funding source for projects related to the water and wastewater system.

Grants – Contributions or gifts of cash or other assets from another governmental agency or foundation to be used for a specific purpose, activity or facility.

Operating Budget Impact

The Capital Improvements Program is primarily funded through the issuance of general obligation bonds, revenue bonds, certificates of obligation and grants from external agencies. Funding through annual budget appropriations is rare and used for smaller projects that can be completed within a fiscal year or shortly thereafter. The majority of projects within the CIP are for infrastructure construction, reconstruction and improvements. The operational impact of these projects is minimal other than incorporating those projects into ongoing maintenance and upkeep with other infrastructure assets. Those projects that will affect operation budgets are identified and quantified.

The first year of the CIP is funded through the issuance of debt. The corresponding principal and interest payments are budgeted within the respective fund. Other than debt service payments, there are no other budgeted amounts for operations unless specifically identified. It is rare that a CIP will cause an significant increase in operational expenses. Most operational budgets are increased because of other factors. Although conceptually a physical improvement should reduce operational expenses for repair, the likelihood is that the operational expense will remain budgeted for other needed repair expenses.

Operational impacts for CIP projects listed in years two through ten are estimates and will not impact the adopted budget. These future operational impacts are for planning purposes only and are used to evaluate whether a project receives appropriation.

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
	General Fund	**$ 12,187,545**	**$ 14,568,783**	**$ 27,240,000**	**$ 62,520,000**	**$ 21,427,000**	**$ 42,540,666**	**$ 180,483,994**
Airport	Airport CAF Hanger Rehabilitation	$ 25,000	$ 25,000	$ 25,000				**$ 75,000**
Airport	Airport Landscaping		$ 80,000					**$ 80,000**
Airport	Airport Property Acquisitions Gary Job Corp				$ 100,000			**$ 100,000**
Airport	Airport - Relocation of Electric Vault					$ 40,000		**$ 40,000**
Airport	Airport Routine Maintenance Grant Match	$ 50,000	$ 50,000	$ 50,000				**$ 150,000**
Airport	Airport RSDA Hangars					$ 120,000		**$ 120,000**
Airport	Airport Runway 17-35 Extension						$ 510,000	**$ 510,000**
Airport	Airport Control Tower Driveway Relocation & Drainage Imp	$ 58,000						**$ 58,000**
Airport	Airport KDA & JDA Utilities & Drainage				$ 440,000			**$ 440,000**
Airport	Airport RSDA Taxiways & Utilities			$ 75,000				**$ 75,000**
Airport	Airport Taxiway System Rehab		$ 300,000					**$ 300,000**
Eng	Greenways Master Plan	$ 90,000						**$ 90,000**
Eng	Hopkins Sidewalk Widening CM Allen to Thorpe	$ 75,000						**$ 75,000**
Eng	Hutchison Street Parking Lot	$ 85,000						**$ 85,000**
Eng	IH 35 River Road Underpass PER					$ 150,000		**$ 150,000**
Eng	Long Street Realignment			$ 550,000				**$ 550,000**
Eng	Mill Race Repairs and Improvements					$ 400,000		**$ 400,000**
Eng	MLK/LBJ Intersection Traffic Signal & Crosswalk Improvements					$ 342,000		**$ 342,000**
Eng	One Way -Two Way Conversion	$ 200,000		$ 2,000,000				**$ 2,200,000**
Eng	Purgatory/Willow Creek Trail Corridor			$ 250,000	$ 1,000,000		$ 1,000,000	**$ 2,250,000**
Eng	Reconstruction of Downtown Alleys					$ 500,000		**$ 500,000**
Eng	SH 21 San Marcos River Bridge Prel Engr Rpt					$ 200,000		**$ 200,000**
Eng	Transportation Oversize	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 500,000	**$ 1,000,000**
Eng	Bishop Street Sidewalk Connection		$ 95,000	$ 310,000				**$ 405,000**
Eng	Chestnut Street Improvements		$ 630,000	$ 1,200,000				**$ 1,830,000**
Eng	CM Allen Reconstruction	$ 1,350,000						**$ 1,350,000**
Eng	Downtown Reconstruction Ph II		$ 500,000		$ 5,000,000			**$ 5,500,000**
Eng	Engineering -CIP Department Funding	$ 146,545	$ 67,117					**$ 213,662**
Eng	Highway 80 Sidewalks	$ 250,000	$ 1,000,000					**$ 1,250,000**
Eng	Hopkins Street Improvement Project (Bishop to Moore)							**$ -**
Eng	Leah Drive		$ 22,000	$ 150,000				**$ 172,000**
Eng	Mill Street Reconstruction	$ 1,650,000						**$ 1,650,000**
Eng	Old Ranch Road 12 Bike & Ped & Widening Project		$ 680,000					**$ 680,000**
Eng	Pat Garrison Improvements from Comanche to Guadalupe		$ 50,000	$ 500,000				**$ 550,000**
Eng	Purgatory Creek Bypass Channel Drainage Improvements				$ 250,000			**$ 250,000**
Eng	River Ridge Extension to Post Road				$ 3,200,000	$ 6,300,000		**$ 9,500,000**
Eng	S Bishop Drainage Improvements				$ 1,000,000			**$ 1,000,000**
Eng	Sessom Drive Bike/Ped and Peques Improvements	$ 100,000						**$ 100,000**
Eng	Sessom Improvements from N LBJ to Comanche		$ 110,000	$ 550,000				**$ 660,000**
Eng	Uhland Road Improvements		$ 150,000	$ 1,000,000				**$ 1,150,000**
Eng	Victory Gardens Neighborhood Improvements Ph II - South Section					$ 400,000	$ 3,000,000	**$ 3,400,000**
Eng	E. Aquarena Springs Drive Reconstruction					$ 60,000	$ 150,000	**$ 210,000**
Eng	Extension/Paving of Hillyer St				$ 50,000	$ 500,000		**$ 550,000**
Eng	Transportation Master Plan						$ 400,000	**$ 400,000**

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Comm Svs	Animal Shelter - Phase II, Design, Construction		$ 750,000	$ 5,500,000				**$ 6,250,000**
Comm Svs	Athletic Field Synthetic Turf				$ 2,000,000	$ 2,000,000	$ 10,000,000	**$ 14,000,000**
Comm Svs	Blanco River Village City Park			$ 200,000				**$ 200,000**
Comm Svs	Capes Camp Improvement and Dam	$ 200,000	$ 750,000					**$ 950,000**
Comm Svs	Children's Park Renovation	$ 1,200,000						**$ 1,200,000**
Comm Svs	City Facility HVAC - Police		$ 500,000					**$ 500,000**
Comm Svs	City Facilities HVAC Replacement					$ 150,000		**$ 150,000**
Comm Svs	City Facility Parking Lots		$ 300,000			$ 150,000	$ 150,000	**$ 600,000**
Comm Svs	City Facility Parking Lots - Police		$ 650,000					**$ 650,000**
Comm Svs	City Facility Renovations	$ 200,000	$ 200,000	$ 150,000	$ 150,000			**$ 700,000**
Comm Svs	City Facility Renovations PD 911		$ 350,000					**$ 350,000**
Comm Svs	City Facility Renovations SWAT Bld	$ 115,000						**$ 115,000**
Comm Svs	City Hall Reconstruction			$ 1,500,000	$ 25,000,000			**$ 26,500,000**
Comm Svs	City Park - ADA Playground		$ 100,000	$ 1,000,000				**$ 1,100,000**
Comm Svs	Gary Softball Complex Renovation-Existing Fields	$ 250,000	$ 2,500,000					**$ 2,750,000**
Comm Svs	Library Expansion & Renovation			$ 1,100,000	$ 13,500,000			**$ 14,600,000**
Comm Svs	Park Development of Undeveloped Park Land			$ 500,000	$ 500,000	$ 500,000	$ 500,000	**$ 2,000,000**
Comm Svs	Purgatory Creek Preserve Park - Trail Head					$ 1,500,000		**$ 1,500,000**
Comm Svs	Regional Tennis Center					$ 400,000	$ 4,000,000	**$ 4,400,000**
Comm Svs	San Marcos Youth Baseball Complex			$ 900,000	$ 3,000,000	$ 3,000,000	$ 3,000,000	**$ 9,900,000**
Comm Svs	Sheltered Bus Stops	$ 80,000		$ 80,000	$ 80,000		$ 160,000	**$ 400,000**
Comm Svs	Swimming Pool Complex - East Side				$ 750,000	$ 3,000,000		**$ 3,750,000**
Comm Svs	Swimming Pool Improvements - Rio Vista	$ 50,000	$ 30,000					**$ 80,000**
Comm Svs	Municipal Services Complex Expansion/Relocation	$ 600,000		$ 5,400,000				**$ 6,000,000**
Dev Svs	Comprehensive Plan	$ 33,000	$ 33,000		$ 100,000			**$ 166,000**
Public Safety	Fire Department Relocation Station #2	$ 200,000	$ 4,000,000					**$ 4,200,000**
Public Safety	Fire Department Relocation Station #4	$ 4,000,000						**$ 4,000,000**
Public Safety	Fire Department Replacement Brush Truck #2 (52-319)					$ 200,000		**$ 200,000**
Public Safety	Fire Department Replacement Ladder Truck (52-300)			$ 1,320,000				**$ 1,320,000**
Public Safety	Fire Department Replacement Engine (52-315)	$ 700,000						**$ 700,000**
Public Safety	Fire Department Replacement Engine (52-614)					$ 785,000		**$ 785,000**
Public Safety	Fire Department Station 6 New Station District# 11			$ 800,000	$ 4,000,000			**$ 4,800,000**
Public Safety	Fire Department Station 6 New Engine District # 11				$ 1,400,000			**$ 1,400,000**
Public Safety	Fire Department Station 7 New Station District #6 Mall			$ 600,000		$ 400,000	$ 4,200,000	**$ 5,200,000**
Public Safety	Fire Department Station 7 New Engine District #6 (Mall)						$ 1,100,000	**$ 1,100,000**
Public Safety	Fire Department Station 8 New Engine District #12						$ 1,100,000	**$ 1,100,000**
Public Safety	Fire Department Station 8 New Station District #12						$ 5,300,000	**$ 5,300,000**
Public Safety	Fire Department Station 9 New Station District #10 (Airport)						$ 4,900,000	**$ 4,900,000**
Public Safety	Fire Department Station 10 New Station District #13						$ 800,000	**$ 800,000**
Public Safety	Fire Department Station 11 New Station District #7						$ 500,000	**$ 500,000**
Public Safety	700 mhz Radio's replacements for Public Safety			$ 1,200,000	$ 370,000			**$ 1,570,000**

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Public Safety	Coban Digital Mobile Video	$ 50,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,400,000**
Transportatn	McCarty and IH35 Traffic Signal				$ 300,000			**$ 300,000**
Transportatn	School Zone Flashers	$ 250,000						**$ 250,000**
Technology	Disaster Recovery Infrastructure (every 5 yrs)		$ 166,666				$ 166,666	**$ 333,332**
Technology	Fiber Optic Infrastructure Expansions/Maintenance	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 354,000	**$ 754,000**
Technology	Network Infrastructure		$ 150,000					**$ 150,000**
	Wastewater Fund	**$ 6,713,518**	**$ 8,078,283**	**$ 9,089,500**	**$ 7,280,000**	**$ 11,645,000**	**$ 44,025,666**	**$ 86,831,967**
Wastewater	Airport Taxiway System Rehab		$ 25,000					**$ 25,000**
Wastewater	Chestnut Street Improvements		$ 75,000	$ 300,000				**$ 375,000**
Wastewater	CM Allen Reconstruction	$ 18,000						**$ 18,000**
Wastewater	Columbia Wastewater Improvements	$ 125,000	$ 725,000					**$ 850,000**
Wastewater	Disaster Recovery Infrastructure (every 5 yrs)		$ 166,666				$ 166,666	**$ 333,332**
Wastewater	Downtown Reconstruction Ph II		$ 100,000		$ 1,000,000			**$ 1,100,000**
Wastewater	Engineering -CIP Department Funding	$ 381,018	$ 67,117					**$ 448,135**
Wastewater	Fiber Optic Infrastructure Expansions/Maintenance	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 354,000	**$ 754,000**
Wastewater	Hopkins Street Improvement Project (Bishop to Moore)		$ 1,250,000					**$ 1,250,000**
Wastewater	Main Lift Station Force Main Improvements & Reclaimed Water Improvements	$ 200,000						**$ 200,000**
Wastewater	Municipal Services Complex Expansion/Relocation	$ 300,000		$ 2,700,000				**$ 3,000,000**
Wastewater	N LBJ Waste Water and Oakridge Lift Station Improvements	$ 2,300,000						**$ 2,300,000**
Wastewater	Old Ranch Road 12 Bike & Ped & Widening Project		$ 215,000					**$ 215,000**
Wastewater	S Bishop Drainage Improvements				$ 200,000			**$ 200,000**
Wastewater	Sessom Improvements from N LBJ to Comanche		$ 610,000	$ 1,100,000				**$ 1,710,000**
Wastewater	Uhland Road Improvements		$ 30,000	$ 150,000				**$ 180,000**
Wastewater	Victory Gardens Neighborhood Improvements Ph II - South Section					$ 200,000	$ 1,500,000	**$ 1,700,000**
Wastewater	Wallace Addition - Water and Wastewater Improvements	$ 250,000						**$ 250,000**
Wastewater	Airport 10-inch/12-inch Wastewater Main					$ 335,000	$ 1,700,000	**$ 2,035,000**
Wastewater	Basin SM-04 Sanitary Sewer Evaluation				$ 25,000			**$ 25,000**
Wastewater	Basin SM-06 Sanitary Sewer Evaluation						$ 105,000	**$ 105,000**
Wastewater	Basin SM-07 Sanitary Sewer Evaluation					$ 55,000		**$ 55,000**
Wastewater	Blanco River Village Lift Station (LS #21) and City Softball Fields Lift Station (LS #47) Decommissioning						$ 865,000	**$ 865,000**
Wastewater	Brown Terrace Wastewater Lift Station 20					$ 50,000		**$ 50,000**
Wastewater	Browne Terrace Lift Station (LS #20) Rehabilitation						$ 150,000	**$ 150,000**
Wastewater	Care Inn Wastewater Lift Station 5					$ 100,000		**$ 100,000**
Wastewater	Clark Ave Wastewater Improvements			$ 50,000	$ 150,000			**$ 200,000**
Wastewater	East Centerpoint WW Oversize				$ 400,000			**$ 400,000**
Wastewater	East Purgatory Creek 15-inch/18-inch Wastewater Interceptor		$ 250,000	$ 1,200,000				**$ 1,450,000**
Wastewater	East Side Interceptor 36-inch Wastewater	$ 150,000	$ 700,000					**$ 850,000**
Wastewater	Ed JL Green Dr. 10-inch Wastewater Main		$ 50,000	$ 250,000				**$ 300,000**
Wastewater	Factory Shops WW Improvements Ph 1		$ 600,000					**$ 600,000**
Wastewater	Gary Job Corp Lift Station (LS #46) Decommissioning						$ 4,860,000	**$ 4,860,000**
Wastewater	Gary Job Corp LS 46 Rehab					$ 300,000		**$ 300,000**
Wastewater	Highway 80 Lift Station and 10-Inch Force Main				$ 1,000,000	$ 5,000,000		**$ 6,000,000**
Wastewater	Hwy 21 Wastewater Extension & Lift Station					$ 550,000	$ 2,800,000	**$ 3,350,000**
Wastewater	IH 35 Ellis to Wonderworld WW Improvements		$ 350,000	$ 2,000,000				**$ 2,350,000**
Wastewater	Linda Drive 18-in WW			$ 200,000	$ 2,000,000			**$ 2,200,000**

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Wastewater	Main Lift Station (LS #1) Expansion				$ 300,000	$ 1,700,000		**$ 2,000,000**
Wastewater	North Sessom Creek 15-inch & 12-inch Wastewater Main				$ 250,000	$ 1,200,000		**$ 1,450,000**
Wastewater	Posey Road Wastewater				$ 200,000	$ 1,000,000		**$ 1,200,000**
Wastewater	SSES & Repairs	$ 609,500	$ 609,500	$ 609,500	$ 625,000	$ 625,000	$ 3,125,000	**$ 6,203,500**
Wastewater	Upper Blanco River 24-Inch Wastewater Transfer Interceptor						$ 5,650,000	**$ 5,650,000**
Wastewater	Wastewater Collection Improvements	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Wastewater	Wastewater Improvements	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Wastewater	Wastewater Lift Station Improvements	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Wastewater	Wastewater Master Plan				$ 600,000			**$ 600,000**
Wastewater	West Purgatory Creek 18-inch Wastewater Interceptor	$ 350,000	$ 1,725,000					**$ 2,075,000**
Wastewater	WWTP 4.0 MGD AADF Expansion						$ 20,500,000	**$ 20,500,000**
Wastewater	WWTP Misc. Improvements Project Phase 2	$ 1,500,000						**$ 1,500,000**
	Water Fund	**$ 13,071,000**	**$ 8,175,000**	**$ 13,300,000**	**$ 34,800,000**	**$ 9,150,000**	**$ 55,940,000**	**$ 134,436,000**
Water	Airport KDA & JDA Utilities & Drainage				$ 200,000			**$ 200,000**
Water	Airport RSDA Taxiways & Utilities			$ 45,000				**$ 45,000**
Water	Airport Taxiway System Rehab		$ 25,000					**$ 25,000**
Water	Chestnut Street Improvements		$ 110,000	$ 425,000				**$ 535,000**
Water	CM Allen Reconstruction	$ 18,000						**$ 18,000**
Water	Comprehensive Plan	$ 33,000	$ 33,000		$ 100,000			**$ 166,000**
Water	Downtown Reconstruction Ph II		$ 100,000		$ 1,000,000			**$ 1,100,000**
Water	Hopkins Street Improvement Project (Bishop to Moore)		$ 1,500,000					**$ 1,500,000**
Water	Leah Drive		$ 50,000	$ 250,000				**$ 300,000**
Water	Main Lift Station Force Main Improvements & Reclaimed Water Improvements	$ 900,000						**$ 900,000**
Water	Mill Street Reconstruction	$ 150,000						**$ 150,000**
Water	Municipal Services Complex Expansion/Relocation	$ 300,000		$ 2,700,000				**$ 3,000,000**
Water	N LBJ Waste Water and Oakridge Lift Station Improvements	$ 2,100,000						**$ 2,100,000**
Water	Network Infrastructure		$ 150,000					**$ 150,000**
Water	Old Ranch Road 12 Bike & Ped & Widening Project		$ 60,000					**$ 60,000**
Water	Pat Garrison Improvements from Comanche to Guadalupe		$ 15,000	$ 150,000				**$ 165,000**
Water	S Bishop Drainage Improvements				$ 100,000			**$ 100,000**
Water	Uhland Road Improvements		$ 32,000	$ 280,000				**$ 312,000**
Water	Victory Gardens Neighborhood Improvements Ph II - South Section					$ 200,000	$ 1,500,000	**$ 1,700,000**
Water	Wallace Addition - Water and Wastewater Improvements	$ 1,100,000						**$ 1,100,000**
Water	Briarwood Water Improvements				$ 50,000	$ 300,000		**$ 350,000**
Water	Centerpoint - Crystal Clear Water Interconnection			$ 50,000	$ 100,000			**$ 150,000**
Water	Centerpoint Rd 12" Water Main Extension				$ 200,000	$ 1,300,000		**$ 1,500,000**
Water	Cheatham Water Line	$ 100,000	$ 500,000					**$ 600,000**
Water	Comanche Well Improvements		$ 400,000					**$ 400,000**
Water	Cottonwood Creek 24" Water Tie In	$ 2,500,000						**$ 2,500,000**
Water	Deerwood Water Improvements				$ 400,000	$ 2,500,000		**$ 2,900,000**
Water	Hopkins Water Line Replacement - LBJ to CM Allen						$ 500,000	**$ 500,000**
Water	Hunter to Soyars - Tank 24" Main				$ 50,000	$ 500,000		**$ 550,000**
Water	Hwy 123 12" Water AC Line Replacement			$ 250,000	$ 1,300,000			**$ 1,550,000**
Water	Hwy 21 12-inch Water Line Extension					$ 500,000	$ 3,000,000	**$ 3,500,000**

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Water	IH 35 Waterline Crossings		$ 600,000	$ 500,000	$ 500,000			**$ 1,600,000**
Water	IH 35S Water Improvements - Clovis south across creek		$ 100,000	$ 500,000				**$ 600,000**
Water	IH 35S Water Improvements - Hwy 123 to Wonder World			$ 400,000	$ 1,500,000			**$ 1,900,000**
Water	IH 35S Water Wonder World to Clovis and Civic						$ 1,950,000	**$ 1,950,000**
Water	Lime Kiln Water Line Oversize				$ 500,000			**$ 500,000**
Water	McCarty Tank Improvements					$ 100,000	$ 1,000,000	**$ 1,100,000**
Water	McKie and Lee Street Water Replacement	$ 100,000	$ 550,000					**$ 650,000**
Water	Mockingbird Hills Water Improvements - Cloverleaf, Mockingbird, Lacey, and Suncrest					$ 150,000	$ 750,000	**$ 900,000**
Water	Old Bastrop Hwy Water McCarty to Posey			$ 1,000,000	$ 4,000,000			**$ 5,000,000**
Water	Red Sky Water Improvements					$ 400,000	$ 2,200,000	**$ 2,600,000**
Water	Sleepy Hollow Water Improvements		$ 200,000	$ 1,000,000				**$ 1,200,000**
Water	Soyars Storage Tank #2					$ 150,000	$ 1,800,000	**$ 1,950,000**
Water	Stagecoach to McCarty Water Tank					$ 300,000	$ 1,900,000	**$ 2,200,000**
Water	Staples Rd 12" Water Line	$ 500,000	$ 2,000,000					**$ 2,500,000**
Water	SWTP Plant Improvements	$ 250,000						**$ 250,000**
Water	Trunk Hill Tank						$ 1,790,000	**$ 1,790,000**
Water	Water Improvements	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Water	Water Main Oversizing		$ 150,000		$ 150,000		$ 300,000	**$ 600,000**
Water	Water Master Plan						$ 500,000	**$ 500,000**
Water	Water Pump Station Improvements	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Water	Water Reuse System Expansion Project		$ 1,200,000		$ 200,000	$ 2,300,000		**$ 3,700,000**
Water	Water Supply - HCPUA	$ 4,305,000		$ 5,300,000	$ 24,000,000		$ 36,500,000	**$ 70,105,000**
Water	Water System Improvements	$ 100,000	$ 100,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,400,000**
Water	Whisper TX - Maxwell Buyout	$ 315,000						**$ 315,000**
	Drainage Fund	**$ 2,309,618**	**$ 3,004,847**	**$ 2,855,000**	**$ 4,990,000**	**$ 3,715,000**	**$ 8,050,000**	**$ 24,924,465**
Drainage	Airport Control Tower Driveway Relocation & Drainage Imp	$ 57,000						**$ 57,000**
Drainage	Airport Taxiway System Rehab		$ 75,000					**$ 75,000**
Drainage	CM Allen Reconstruction	$ 294,000						**$ 294,000**
Drainage	Columbia Wastewater Improvements	$ 25,000	$ 100,000					**$ 125,000**
Drainage	Downtown Reconstruction Ph II		$ 300,000		$ 3,000,000			**$ 3,300,000**
Drainage	Engineering -CIP Department Funding	$ 58,618	$ 26,847					**$ 85,465**
Drainage	Highway 80 Sidewalks	$ 25,000	$ 100,000					**$ 125,000**
Drainage	Hopkins Street Improvement Project (Bishop to Moore)		$ 1,000,000					**$ 1,000,000**
Drainage	Leah Drive		$ 48,000	$ 315,000				**$ 363,000**
Drainage	Mill Street Reconstruction	$ 400,000						**$ 400,000**
Drainage	Old Ranch Road 12 Bike & Ped & Widening Project		$ 425,000					**$ 425,000**
Drainage	Purgatory Creek Bypass Channel Drainage Improvements		$ 100,000	$ 1,000,000				**$ 1,100,000**
Drainage	River Ridge Extension to Post Road				$ 200,000	$ 800,000		**$ 1,000,000**
Drainage	S Bishop Drainage Improvements				$ 1,200,000			**$ 1,200,000**
Drainage	Sessom Drive Bike/Ped and Peques Improvements							**$ -**
Drainage	Sessom Improvements from N LBJ to Comanche			$ 200,000				**$ 200,000**
Drainage	Uhland Road Improvements		$ 150,000	$ 850,000				**$ 1,000,000**
Drainage	Victory Gardens Neighborhood Improvements Ph II - South Section					$ 300,000	$ 2,000,000	**$ 2,300,000**
Drainage	Airport Drainage Master Plan		$ 100,000					**$ 100,000**
Drainage	Cottonwood Creek Detention Study					$ 150,000		**$ 150,000**

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Drainage	Downtown Drainage Ph 2	$ 850,000						$ 850,000
Drainage	Downtown Smartcode Water Quality Plan Implementation		$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 500,000
Drainage	Drainage Master Plan Update						$ 3,300,000	$ 3,300,000
Drainage	Farris Street Drainage			$ 50,000				$ 50,000
Drainage	Girard/Earle Drainage Improvements			$ 50,000	$ 200,000			$ 250,000
Drainage	NRCS Reservoir #5 Expansion Prel Engr Rpt					$ 125,000		$ 125,000
Drainage	Rio Vista Mitigation	$ 60,000						$ 60,000
Drainage	River Rd Outfall Improvements	$ 250,000						$ 250,000
Drainage	River Road Drainage Improvements		$ 40,000	$ 200,000				$ 240,000
Drainage	River Road Pavement and Bank Stablization	$ 150,000						$ 150,000
Drainage	River Road RR Underpass - Drainage Improvements						$ 1,200,000	$ 1,200,000
Drainage	Schulle Creek Culvert Imp					$ 150,000	$ 1,000,000	$ 1,150,000
Drainage	Sessom Drainage Improvements at Academy	$ 50,000	$ 200,000					$ 250,000
Drainage	Stormwater System Improvements	$ 90,000	$ 90,000	$ 90,000	$ 90,000	$ 90,000	$ 450,000	$ 900,000
Drainage	William Pettus Drainage Improvements		$ 150,000					$ 150,000
Drainage	Willow Springs Creek Drainage Imp, North of Guadalupe				$ 200,000	$ 2,000,000		$ 2,200,000
	Electric Fund	**$ 6,439,347**	**$ 8,157,666**	**$ 10,210,000**	**$ 3,751,179**	**$ 858,247**	**$ 3,098,789**	**$ 32,515,228**
Electric	Bishop Street Sidewalk Connection		$ 20,000	$ 50,000				$ 70,000
Electric	Chestnut Street Improvements		$ 80,000	$ 300,000				$ 380,000
Electric	CM Allen Reconstruction	$ 190,000						$ 190,000
Electric	Comprehensive Plan	$ 33,000	$ 33,000		$ 100,000			$ 166,000
Electric	Disaster Recovery Infrastructure (every 5 yrs)		$ 166,666				$ 166,666	$ 333,332
Electric	Downtown Reconstruction Ph II		$ 300,000		$ 3,000,000			$ 3,300,000
Electric	Fiber Optic Infrastructure Expansions/Maintenance	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 354,000	$ 754,000
Electric	Hopkins Street Improvement Project (Bishop to Moore)	$ 400,000	$ 2,500,000					$ 2,900,000
Electric	Municipal Services Complex Expansion/Relocation	$ 600,000		$ 5,400,000				$ 6,000,000
Electric	Network Infrastructure		$ 150,000					$ 150,000
Electric	Old Ranch Road 12 Bike & Ped & Widening Project		$ 300,000					$ 300,000
Electric	Pat Garrison Improvements from Comanche to Guadalupe		$ 50,000	$ 500,000				$ 550,000
Electric	Sessom Drive Bike/Ped and Peques Improvements	$ 80,000						$ 80,000
Electric	Victory Gardens Neighborhood Improvements Ph II - South Section					$ 200,000	$ 1,500,000	$ 1,700,000
Electric	Chargepoint Electric Vehicle Charging Stations	$ 60,000						$ 60,000
Electric	Customer Extensions - New Service	$ 450,597	$ 458,000	$ 465,000	$ 471,179	$ 478,247	$ 978,123	$ 3,301,146
Electric	Electric Master Plan		$ 400,000					$ 400,000
Electric	HT-10 Reconductor	$ 200,000	$ 250,000					$ 450,000
Electric	HT-30 Feeder Extension	$ 368,000						$ 368,000
Electric	Loop 82 Substation Screen	$ 150,000						$ 150,000
Electric	LP-550 Reconductor			$ 240,000				$ 240,000
Electric	Pole Replacement - Elect Power poles	$ 75,000	$ 75,000					$ 150,000

	Project Name	2016 Proposed City Cost	2017 Proposed City Cost	2018 Proposed City Cost	2019 Proposed City Cost	2020 Proposed City Cost	2021-2025 Proposed City Cost	Total City 10 Year Cost
Electric	Reconductor Castle Forest Neighborhood	$ 97,750						**$ 97,750**
Electric	RW-340 Reconductor	$ 108,000						**$ 108,000**
Electric	SM-170 Reconductor	$ 367,000	$ 195,000					**$ 562,000**
Electric	SM-220 Reconductor	$ 220,000						**$ 220,000**
Electric	SM-240 Reconductor	$ 60,000						**$ 60,000**
Electric	Street Light Replacement Program	$ 400,000	$ 400,000					**$ 800,000**
Electric	Upgrade Hilltop Substation Transformer HT-T1	$ 2,500,000						**$ 2,500,000**
Electric	Upgrade Redwood Substation Transformer RW-T2			$ 3,075,000				**$ 3,075,000**
Electric	Upgrade Redwood Substation Transformer RW-T3		$ 2,500,000					**$ 2,500,000**
Electric	URD Cable Replacement		$ 200,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 600,000**
General	**General Fund Total**	**$ 12,187,545**	**$ 14,568,783**	**$ 27,240,000**	**$ 62,520,000**	**$ 21,427,000**	**$ 42,540,666**	**$ 180,483,994**
Wastewater	**Wastewater Fund Total**	**$ 6,713,518**	**$ 8,078,283**	**$ 9,089,500**	**$ 7,280,000**	**$ 11,645,000**	**$ 44,025,666**	**$ 86,831,967**
Water	**Water Fund Total**	**$ 13,071,000**	**$ 8,175,000**	**$ 13,300,000**	**$ 34,800,000**	**$ 9,150,000**	**$ 55,940,000**	**$ 134,436,000**
Drainage	**Drainage Fund Total**	**$ 2,309,618**	**$ 3,004,847**	**$ 2,855,000**	**$ 4,990,000**	**$ 3,715,000**	**$ 8,050,000**	**$ 24,924,465**
Electric	**Electric Fund Total**	**$ 6,439,347**	**$ 8,157,666**	**$ 10,210,000**	**$ 3,751,179**	**$ 858,247**	**$ 3,098,789**	**$ 32,515,228**
Grand Total	**Grand Total All Funds**	**$ 40,721,028**	**$ 41,984,579**	**$ 62,694,500**	**$113,341,179**	**$ 46,795,247**	**$153,655,121**	**$ 459,191,654**

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER RATE – SCHEDULE UW-1
(URBAN CUSTOMERS)

Applicable:

To any customer served through a single meter for water usage within the corporate limits of the City. Service will be furnished under this rate schedule subject to the established rules and regulations of the City covering this type of service.

Rate:

UW-1A: 5/8-3/4 Inch Water Meter:

Minimum Charge - $19.06
0 gallons to 6,000 gallons - $3.19 per 1,000 gallons or fraction thereof.
6,001 gallons to 9,000 gallons - $5.59 per 1,000 gallons or fraction thereof.
9,001 gallons to 12,000 gallons - $6.39 per 1,000 gallons or fraction thereof.
12,001 gallons to 20,000 gallons - $7.19 per 1,000 gallons or fraction thereof.
20,001 gallons to 50,000 gallons - $7.98 per 1,000 gallons or fraction thereof
Over 50,000 gallons - $9.58 per 1,000 gallons or fraction thereof.

UW-1B:1-Inch Water Meter:

Minimum Charge - $47.64
0 gallons to 4,000 gallons -$2.06 per 1,000 gallons or fraction thereof.
4,001 gallons to 10,000 gallons - $2.47 per 1,000 gallons or fraction thereof.
10,001 gallons to 25,000 gallons - $6.18 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $7.00 per 1,000 gallons or fraction thereof.

UW-1C: 1-1/2 Inch Water Meter:

Minimum Charge - $95.28
0 gallons to 8,000 gallons - $2.06 per 1,000 gallons or fraction thereof.
8,001 gallons to 10,000 gallons - $2.47 per 1,000 gallons or fraction thereof.
10,001 gallons to 25,000 gallons - $6.18 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $7.00 per 1,000 gallons or fraction thereof.

UW-1D: 2-Inch Water Meter and greater:

Minimum Charge - $152.44
0 gallons to13,000 gallons - $2.06 per 1,000 gallons or fraction thereof.
13,001 gallons to 25,000 gallons - $6.18 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $7.00 per 1,000 gallons or fraction thereof.

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER RATE – SCHEDULE RW-1
(RURAL CUSTOMERS)

Applicable:

To any customer served through a single meter for water usage outside the corporate limits of the City. Service will be furnished under this rate schedule subject to the established rules and regulations of the City covering this type of service.

Rate:

RW-1A: 5/8-3/4 Inch Water Meter:

Minimum Charge - $23.82
0 gallons to 6,000 gallons - $4.00 per 1,000 gallons of fraction thereof.
6,001 gallons to 9,000 gallons - $6.98 per 1,000 gallons of fraction thereof.
9,001 gallons to 12,000 gallons - $7.98 per 1,000 gallons or fraction thereof.
12,001 gallons to 20,000 gallons - $8.98 per 1,000 gallons or fraction thereof.
20,001 gallons to 50,000 gallons - $9.98 per 1,000 gallons or fraction thereof
Over 50,000 gallons - $11.98 per 1,000 gallons or fraction thereof.

RW-1B: 1-Inch Water Meter:

Minimum Charge - $59.54
0 gallons to 4,000 gallons -$2.58 per 1,000 gallons or fraction thereof
4,001 gallons to 10,000 gallons - $3.09 per 1,000 gallons or fraction thereof.
10,001 gallons to 25,000 gallons - $7.73 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $8.76 per 1,000 gallons or fraction thereof.

RW-1C: 1-1/2 Inch Water Meter:

Minimum Charge - $119.10
0 gallons to 8,000 gallons - $2.58 per 1,000 gallons or fraction thereof
8,001 gallons to 10,000 gallons - $3.09 per 1,000 gallons or fraction thereof.
10,001 gallons to 25,000 gallons - $7.73 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $8.76 per 1,000 gallons or fraction thereof.

RW-1D: 2-Inch Water Meter and greater:

Minimum Charge - $190.55
0 gallons to13,000 gallons - $2.58 per 1,000 gallons or fraction thereof
13,001 gallons to 25,000 gallons - $7.73 per 1,000 gallons or fraction thereof.
Over 25,000 gallons - $8.76 per 1,000 gallons or fraction thereof.

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER RATE – SCHEDULE LL-1
(LIFE LINE CUSTOMERS)

Applicable:

To any urban/rural customer who qualifies for financial assistance under the rules, regulations or guidelines promulgated by Community Action, Inc. of Hays, Caldwell and Blanco Counties.

LLW-1: 5/8 - 3/4 inch water meter (Urban)

First 6,000 gallons - Minimum Charge $19.06
6,001 gallons to 9,000 gallons - $5.59 per 1,000 gallons of fraction thereof.
9,001 gallons to 12,000 gallons - $6.39 per 1,000 gallons or fraction thereof.
12,001 gallons to 20,000 gallons - $7.19 per 1,000 gallons or fraction thereof.
20,001 gallons to 50,000 gallons - $7.98 per 1,000 gallons or fraction thereof
Over 50,000 gallons - $9.58 per 1,000 gallons or fraction thereof.

LLW-1: 5/8 - 3/4 inch water meter (Rural)

First 6,000 gallons - Minimum Charge $23.82
6,001 gallons to 9,000 gallons - $6.98 per 1,000 gallons of fraction thereof.
9,001 gallons to 12,000 gallons - $7.98 per 1,000 gallons or fraction thereof.
12,001 gallons to 20,000 gallons - $8.98 per 1,000 gallons or fraction thereof.
20,001 gallons to 50,000 gallons - $9.98 per 1,000 gallons or fraction thereof
Over 50,000 gallons - $11.98 per 1,000 gallons or fraction thereof.

All increments over 6,000 gallons to be billed at normal urban*/rural* customer rate.

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WASTEWATER RATE – SCHEDULE US-1
(URBAN CUSTOMERS)

Applicable:

To any customer using wastewater services and being served through a single water meter, unless wastewater is separately measured, and within the corporate limits of the City. Service will be furnished under this rate schedule subject to the established rules and regulations of the City covering this type of service.

Rate:

US-1A:5/8-3/4 Inch Water Meter:

First 2,000 gallons - $23.80 Minimum Bill.
Over 2,000 gallons - $6.86 per 1,000 gallons or fraction thereof.

US-1B: 1-Inch Water Meter:

First 4,000 gallons - $47.53 Minimum Bill.
Over 4,000 gallons - $6.86 per 1,000 gallons or fraction thereof.

US-1C: 1-1/2 Inch Water Meter:

First 8,000 gallons - $95.04 Minimum Bill.
Over 8,000 gallons - $6.86 per 1,000 gallons or fraction thereof.

US-1D: 2-Inch Water Meter and greater:

First 13,000 gallons - $152.10 Minimum Bill.
Over 13,000 gallons - $6.86 per 1,000 gallons or fraction thereof.

Maximum Bill:

No additional charge will be applied to a single-family Residential Customers for volumes in excess of 9,000 gallons for the US-1A, US-1B, US-1C rate categories.

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

Optional Methodology for Measurement of Use by Industrial Users:

An industrial user that uses a 2-inch or larger meter may submit a written request for the use of a methodology to determine the amount of wastewater services used other than metering of water or wastewater use. The methodology must be designed to charge the user for actual wastewater service use, and is subject to approval by the Director of Water/ Wastewater Utility Operations. If approved, the methodology will be used for a period of three years, subject to renewal upon submission by the user of a renewal request accompanied by updated methodology information, and approval by the Director of Water/ Wastewater Utility Operations. For this purpose, “industrial user” is defined as a manufacturing or industrial operation.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WASTEWATER RATE – SCHEDULE RS-1
(RURAL CUSTOMERS)

Applicable:

To any customer using wastewater services and being served through a single water meter, unless wastewater is separately measured, and within the corporate limits of the City. Service will be furnished under this rate schedule subject to the established rules and regulations of the City covering this type of service.

Rate:

RS-1A:5/8-3/4 Inch Water Meter:

First 2,000 gallons - $29.75 Minimum Bill.
Over 2,000 gallons - $8.56 per 1,000 gallons or fraction thereof.

RS-1B: 1-Inch Water Meter:

First 4,000 gallons - $59.41 Minimum Bill.
Over 4,000 gallons - $8.56 per 1,000 gallons or fraction thereof.

RS-1C: 1-1/2 Inch Water Meter:

First 8,000 gallons - $118.81 Minimum Bill.
Over 8,000 gallons - $8.56 per 1,000 gallons or fraction thereof.

RS-1D: 2-Inch Water Meter and greater:

First 13,000 gallons - $190.11 Minimum Bill.
Over 13,000 gallons - $8.56 per 1,000 gallons or fraction thereof.

Maximum Bill:

No additional charge will be applied to a single-family Residential Customers for volumes in excess of 9,000 gallons for the RS-1A, RS-1B, RS-1C rate categories.

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

Optional Methodology for Measurement of Use by Industrial Users:

An industrial user that uses a 2-inch or larger meter may submit a written request for the use of a methodology to determine the amount of wastewater services used other than metering of water or wastewater use. The methodology must be designed to charge the user for actual wastewater service use, and is subject to approval by the Director of Water/ Wastewater Utility Operations. If approved, the methodology will be used for a period of three years, subject to renewal upon submission by the user of a renewal request accompanied by updated methodology information, and approval by the Director of Water/ Wastewater Utility Operations. For this purpose, “industrial user” is defined as a manufacturing or industrial operation.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WASTEWATER RATE – SCHEDULE LL-1
(LIFE LINE CUSTOMERS)

Applicable:

To any urban/rural customer who qualifies for financial assistance under the rules, regulations or guidelines promulgated by Community Action, Incorporated of Hays, Caldwell and Blanco Counties.

Rate:

LLW-1: 5/8 - 3/4 inch water meter
Maximum bill - $23.80 (Urban)
Maximum bill - $29.75 (Rural)

Single Point of Delivery:

The above rates are based upon the supply of water to the entire premises through a single delivery and metering point. A separate supply of water for the same consumer at other points of consumption shall be separately metered and billed.

CITY OF SAN MARCOS

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SEWER SURCHARGE RATE
(SURCHARGE PARTICIPANT LIST CUSTOMERS)

Applicable:

To any non-domestic customer of the City of San Marcos sanitary sewer system that has higher levels of pollutants in their sewage waste than those contained in normal domestic waste and placed on the surcharge participant list. A customer on the surcharge participant list will have a sewer surcharge added to their monthly sewer bill.

Surcharge Rate:

COD Concentration (Milligram per Liter)
351 to 500 - $0.092 per pound.
501 to 600 - $0.153 per pound.
Over 600 - $0.32 per pound.

The rate is not incremental: The COD reading will determine the surcharge rate for a customer's entire discharge.

Surcharge Computation:

S = V * 8.34 * (COD-350) * Surcharge Rate

Definitions:

S – Surcharge in dollars that will appear on the monthly billing to customer.
V – Volume of monthly water usage in millions of gallons based upon the most recent twelve months average, or a minimum of six months average for new customers.
8.34 – Weight in pounds of a gallon of water.
COD (Chemical Oxygen Demand) – A measure of wastewater quality in milligrams per liter.
350 – Threshold level of COD for sewer surcharge.

City of San Marcos

2015-16 Annual Budget

Drainage Utility Rates

Proposed Commercial Rate:

$7.08 per equivalent residential unit (ERU) per month. One ERU for commercial land use is determined to be 2,250 square feet of impervious cover.

Proposed Residential Rate:

Category	Lot Size	Drainage Charge
Residential - Small lot	0 - 6,000 square feet	$4.64 per month
Residential - Average lot	6,001 - 12,000 square feet	$7.43 per month
Residential - Large lot	Greater than 12,000 square feet	$8.51 per month

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ELECTRIC UTILITY RATES

Residential Rates

Customer Charge:	Single or Three Phase Service	$9.29
Energy Charge:	All Metered kWh, per kWh	$0.02080

Small General Service Rates

Customer Charge:	Single or Three Phase Service	$10.92
Energy Charge:	All Metered kWh, per kWh	$0.02080

Medium General Service Rates

Customer Charge:	Single or Three Phase Service	$49.14
Demand Charge:	All kW of billing demand, per kW	$3.61
Energy Charge:	All Metered kWh, per kWh	$0.01020

Large General Service Rates

Primary Voltage: (Greater than 600 volts, but less than 69,000 volts)

Customer Charge:	Single or Three Phase Service	$764.80
Demand Charge:	All kW of billing demand, per kW	$3.17
Energy Charge:	All Metered kWh, per kWh	$0.00810

Secondary Voltage: (Less than 600 Volts)

Customer Charge:	Single or Three Phase Service	$218.40
Demand Charge:	All kW of billing demand, per kW	$3.44
Energy Charge:	All Metered kWh, per kWh	$0.01020

Standard Power Cost Recovery Factor (PCRF) and Choose to Renew PCRF rates apply to Residential, Small General Service and Medium General Service customers.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

A BRIEF DESCRIPTION OF LOCAL ORDINANCE AND STATE LAW

Proceedings to File a Budget:

30 days prior to the time City Council sets the Tax Levy-the City Manager will file with the City Secretary a Proposed Budget (See Sec. 8.02)

At the meeting City Council receives the Budget-Council shall fix a place and time for a public hearing on the proposed budget and cause it to be published in a local general circulation newspaper. (See 8.07 and 102.006 of the State Law)

Public Hearings:

At the Public Hearing, all interested persons shall be given an opportunity to be heard. (See Sec 8.07 and 102.006 of the State Law)

At a separate hearing, Council holds a public hearing on the property tax rate.

Adoption of the Budget:

After 14 days have lapsed since the public hearing on the budget, the City Council may adopt the budget and tax levying ordinances. (See Sec 8.09)

(Note: The Budget must be 15 days prior to the expiration of the current fiscal year; otherwise, the existing budget and tax levying ordinances become the ensuing fiscal year's budget and tax levying ordinances.) (See Sec 8.10)

Filing of the Budget:

The budget is to be filed with the County Clerk as prescribed by state law following adoption by City Council. (See Sec 8.11 and 102.011 of the State Law)

City of San Marcos

2015-16 Annual Budget

General Governmental Revenue by Source
Last Ten Fiscal Years

Fiscal Year	Licenses and Permits	Intergov-ernmental Revenue	Charges for Services	Fees and Penalties	Miscell-aneous Revenue	Tax Revenue	Total Revenue*
2005	854,818	1,989,677	4,413,393	1,331,391	2,109,693	22,993,824	33,692,796
2006	930,496	2,942,569	4,539,296	1,404,734	355,039	33,532,369	45,307,524
2007	688,943	10,050,033	4,673,630	1,450,558	508,716	35,610,380	55,727,936
2008	813,976	4,168,351	4,941,970	1,504,429	955,223	39,303,487	54,277,765
2009	847,678	10,925,601	4,978,075	1,722,705	4,930,433	33,617,042	57,021,534
2010	821,853	5,254,713	4,954,980	1,851,308	2,727,638	36,401,012	52,011,504
2011	994,123	3,354,206	5,021,489	1,720,669	1,610,951	37,858,603	50,560,041
2012	1,039,855	11,443,228	5,235,552	1,738,142	1,719,287	39,630,897	60,806,961
2013	2,194,788	9,002,953	5,333,670	1,641,420	2,113,478	42,925,701	63,212,010
2014	2,280,529	10,583,927	5,442,092	1,431,419	2,508,033	45,695,630	67,941,630

* Includes revenue of the General, Special Revenue, Debt Service, Capital Projects, and Permanent Funds.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GENERAL GOVERNMENTAL EXPENDITURES BY FUNCTION
LAST TEN FISCAL YEARS

Fiscal Year	General Government	Public Safety	Community Service	Debt Service	Capital Outlay	Total Expenditures*
2005	12,971,819	12,057,544	6,876,302	4,768,888	8,588,886	45,263,439
2006	11,095,617	12,558,996	7,410,044	5,185,178	7,394,546	43,644,381
2007	17,011,106	13,355,986	8,362,801	6,022,980	17,832,454	62,585,327
2008	15,66l3,181	15,833,503	8,542,826	9,656,828	26,710,357	76,406,695
2009	14,983,807	16,962,418	8,071,623	12,008,742	27,655,480	79,682,070
2010	14,548,005	18,997,394	9,549,374	11,230,663	30,093,216	84,418,652
2011	15,750,709	20,291,056	9,453,846	12,374,097	15,259,308	73,129,016
2012	16,595,158	20,527,494	9,305,394	12,772,503	9,225,694	68,426,243
2013	16,234,004	22,636,788	12,507,187	12,745,843	13,091,604	77,215,426
2014	18,894,202	24,554,982	13,204,031	12,561,278	16,643,915	85,858,408

* Includes expenditures of the General, Special Revenue, Debt Service and Capital Projects Funds.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

TAX REVENUE BY SOURCE
LAST TEN FISCAL YEARS

Fiscal Year	Total Taxes	General Property Taxes-Includes Delinquent Interest and Penalties	Sales Taxes	Franchise Taxes	Other Taxes *	Mixed Drink Tax
2005	30,109,095	8,622,198	14,037,501	6,242,627	1,034,143	172,626
2006	33,532,369	9,398,552	16,232,402	6,954,442	1,216,922	191,823
2007	34,505,803	9,590,359	16,517,956	6,783,349	1,448,101	211,795
2008	39,303,487	11,561,636	18,347,135	7,463,804	1,698,905	232,007
2009	34,300,653	12,102,219	17,989,392	1,036,785	2,927,368	244,889
2010	36,401,012	14,325,877	18,398,707	1,210,874	2,198,965	266,589
2011	37,858,603	14,260,359	19,854,399	1,184,223	2,296,276	263,346
2012	39,630,897	14,514,084	21,079,582	1,282,507	2,510,750	243,974
2013	42,925,700	15,271,649	22,852,364	1,703,869	2,805,274	292,544
2014	45,511,355	16,211,917	24,020,619	2,025,785	2,946,131	306,903

Note: These revenues include those of the General, Debt Service and Hotel Occupancy Tax Funds.

* Includes Hotel Occupancy Tax

City of San Marcos

2015-16 Annual Budget

Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended	Taxes Levied for the Fiscal Year	Collected With the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2005	8,503,149	$ 8,363,474	98.36%	125,604	$ 8,489,078	99.83%
2006	8,796,101	$ 8,620,179	98.00%	160,552	$ 8,780,731	99.83%
2007	9,590,359	$ 9,455,292	98.59%	117,077	$ 9,572,369	99.81%
2008	11,451,045	$ 11,291,991	98.61%	133,681	$ 11,425,672	99.78%
2009	12,147,748	$ 11,964,114	98.49%	161,450	$ 12,125,564	99.82%
2010	14,099,916	$ 13,907,121	98.63%	160,613	$ 14,067,734	99.77%
2011	13,970,763	$ 13,809,687	98.85%	129,148	$ 13,938,835	99.77%
2012	14,396,631	$ 14,265,714	99.09%	82,405	$ 14,348,119	99.66%
2013	15,105,625	$ 14,978,410	99.15%	93,465	$ 15,071,875	99.78%
2014	16,358,498	$ 16,280,315	99.52%	-	$ 16,280,315	99.52%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

	Real Property		Personal Property		Total		Ratio of Total Assessed to Total Estimated
Tax Year	Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value	Actual Value
2005	1,388,279,224	1,388,279,224	418,678,715	418,678,715	372,839,529	1,434,118,410	100%
2006	1,939,132,089	1,939,132,089	441,477,940	441,477,940	340,976,008	2,039,634,021	100%
2007	1,989,713,898	1,989,713,898	440,441,736	440,441,736	263,175,949	2,166,979,685	100%
2008	2,179,929,050	2,179,929,050	477,501,560	477,501,560	380,495,763	2,276,934,847	100%
2009	2,508,719,271	2,508,719,271	499,821,131	499,821,131	385,175,216	2,623,365,186	100%
2010	2,401,078,222	2,401,078,222	538,901,712	538,901,712	435,944,478	2,504,035,456	100%
2011	2,452,170,753	2,452,170,753	548,200,983	548,200,983	367,414,019	2,452,170,753	100%
2012	2,456,366,767	2,456,366,767	595,247,414	595,247,414	205,308,589	2,846,305,592	100%
2013	2,676,859,874	2,676,859,874	631,435,988	631,435,988	214,525,982	3,093,769,880	100%
2014	3,579,469,064	3,579,469,064	617,783,622	617,783,622	249,391,769	3,947,860,917	100%

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

PROPERTY TAX RATES AND TAX LEVIES AND ALL OVERLAPPING GOVERNMENTS (PER $100 OF ASSESSED VALUE) LAST TEN FISCAL YEARS

Tax Rates by Jurisdiction

Fiscal Year	City		School District		County		Other (Special Road)	
	Ratio	Rate	Ratio	Rate	Ratio	Rate	Ratio	Rate
2005	100%	0.4710	100%	1.7300	100%	0.3920	100%	0.0710
2006	100%	0.4702	100%	1.7000	100%	0.3790	100%	0.0710
2007	100%	0.5302	100%	1.3700	100%	0.3714	100%	0.0860
2008	100%	0.5302	100%	1.3700	100%	0.3714	100%	0.0801
2009	100%	0.5302	100%	1.3700	100%	0.4181	100%	0.0511
2010	100%	0.5302	100%	1.3500	100%	0.4248	100%	0.0444
2011	100%	0.5302	100%	1.3500	100%	0.4248	100%	0.0444
2012	100%	0.5302	100%	1.3500	100%	0.4252	100%	0.0438
2013	100%	0.5302	100%	1.4141	100%	0.4252	100%	0.0438
2014	100%	0.5302	100%	1.4141	100%	0.4252	100%	0.0438

Tax Levies by Jurisdiction

Fiscal Year	City	School District	County	Other (Special Road)
2005	8,503,149	41,954,674	26,638,112	4,785,562
2006	8,602,178	43,618,285	28,011,212	5,003,611
2007	9,590,359	46,711,271	31,123,253	5,731,207
2008	11,451,045	42,972,268	37,908,322	8,047,902
2009	13,817,898	44,729,436	45,182,723	5,490,118
2010	13,847,747	45,230,210	46,419,407	4,822,092
2011	14,313,845	45,305,383	47,750,395	4,911,395
2012	15,140,509	46,076,209	47,601,361	4,903,952
2013	15,173,314	47,395,022	49,503,000	5,099,000
2014	16,211,917	53,213,061	52,302,000	5,388,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

REVENUE BOND COVERAGE
LAST TEN FISCAL YEARS

Fiscal Year	Gross Revenue	Maintenance and Operation Expense *	Net Revenue Available for Debt Service	Principal	Interest	Total	Coverage
			Water and Wastewater				
2005	21,415,438	11,677,318	9,738,120	3,507,750	1,578,546	5,086,296	1.91 %
2006	26,318,349	12,782,882	13,535,467	3,140,000	3,045,435	6,185,435	2.19 %
2007	24,138,588	17,796,700	6,341,888	3,195,000	3,633,942	6,828,942	.93%
2008	28,352,029	19,568,829	8,783,200	3,620,000	3,383,614	7,003,614	1.25%
2009	26,279,549	19,637,393	6,642,156	4,065,000	4,531,610	8,596,610	.77%
2010	25,241,695	14,630,182	10,611,513	4,585,000	4,626,338	9,211,338	1.15%
2011	26,986,572	14,874,577	12,111,995	4,895,000	5,034,288	9,929,288	1.22%
2012	28,139,268	15,342,453	12,796,815	5,655,000	4,336,835	9,991,835	1.28%
2013	29,743,387	15,927,532	13,815,855	5,825,000	3,930,199	9,755,199	1.42%
2014	32,720,309	16,347,440	16,372,869	6,130,000	3,660,102	9,790,102	1.67%
			Electric				
2005	39,412,677	35,068,455	4,344,222	924,231	279,315	1,203,546	3.61 %
2006	45,564,818	43,679,087	1,885,731	770,000	437,183	1,207,183	1.56 %
2007	45,038,579	40,134,868	4,903,711	790,000	414,457	1,204,457	4.07%
2008	49,787,885	48,713,986	1,073,899	825,000	451,891	1,276,891	.84%
2009	49,461,030	45,689,134	3,771,896	865,000	394,994	1,259,994	2.99%
2010	48,768,174	44,500,751	4,267,423	900,000	364,006	1,264,006	3.38%
2011	48,453,727	42,144,555	6,309,172	980,000	438,706	1,418,706	4.45%
2012	51,783,661	44,236,219	7,547,442	1,035,000	560,859	1,595,859	4.73%
2013	48,848,992	43,237,059	5,611,933	1,180,000	596,376	1,776,376	3.16%
2014	54,440,398	46,886,182	8,554,216	625,000	1,241,193	1,866,193	4.58%

* These expenses do not include depreciation expense.

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

REVENUE BOND COVERAGE
LAST TEN FISCAL YEARS

Fiscal Year	Gross Revenue	Maintenance and Operation Expense *	Net Revenue Available for Debt Service	Principal	Interest	Total	Coverage
			Drainage				
2005	878,012	313,785	564,227	70,000	267,658	337,658	1.67%
2006	1,068,207	338,748	729,459	170,000	274,973	444,973	1.64%
2007	1,424,761	577,461	847,300	175,000	266,998	441,998	1.92%
2008	1,373,094	811,057	562,037	315,000	349,000	664,000	.85%
2009	1,390,465	866,427	524,038	350,000	957,806	1,307,806	.40%
2010	1,478,191	871,308	606,883	595,000	786,466	1,381,466	.44%
2011	2,108,913	771,837	1,337,076	730,000	892,251	1,622,251	.82%
2012	2,553,844	1,113,528	1,440,316	775,000	822,308	1,597,308	.90%
2013	2,673,393	1,059,148	1,614,245	800,000	785,000	1,585,000	1.02%
2014	2,885,937	1,054,349	1,831,588	820,000	768,987	1,588,987	1.15%

* These expenses do not include depreciation expense.

CITY OF SAN MARCOS
2015-16 ANNUAL BUDGET

BUILDING PERMITS AT MARKET VALUE
LAST TEN FISCAL YEARS

Fiscal Year	Residences	Commercial	Industrial Building	Apartments and Townhouses	Public Buildings	Repairs and Maintenance	Total
2005	14,497,688	32,071,516	13,200,000	25,724,494	11,982,456	11,328,689	108,804,843
2006	17,801,904	13,315,363	0	0	26,696,000	27,733,497	85,546,764
2007	15,600,385	100,895,334	2,666,667	23,233,333	26,666,667	51,583,767	220,646,153
2008	17,298,636	65,758,513	126,600	29,718,564	3,638,187	1,651,073	118,191,573
2009	20,567,997	64,038,321	112,152	24,846,389	5,387,660	767,017	115,719,536
2010	23,604,379	5,442,000	0	36,803,000	61,226,893	17,195,646	144,271,918
2011	22,094,851	12,420,000	200,000	19,187,176	6,692,709	10,700	60,605,436
2012	30,918,726	24,254,015	0	77,696,592	44,500	0	134,618,763
2013	29,657,470	7,777,822	0	40,000,000	0	150,000	77,585,292
2014	Not available at time of printing	Will be added for final budget					

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

CONSTRUCTION PERMITS
LAST TEN FISCAL YEARS

	New Commercial Construction *		New Single-Family Residential Construction *	
Fiscal Year	Number of Permits	Construction Dollar Value	Number of Units	Construction Dollar Value
2005	85	32,071,516	92	14,497,688
2006	36	40,311,363	103	17,801,904
2007	32	153,462,001	97	15,600,385
2008	17	21,133,200	115	15,492,332
2009	18	24,983,000	135	18,271,217
2010	11	66,668,893	170	23,604,379
2011	52	24,305,000	151	20,522,933
2012	14	16,270,098	208	28,645,682
2013	186	47,777,822	224	29,657,470
2014	208	82,000,000	278	50,000,000

Source:

* Construction permits, units and values.
Planning and Development Services Department
Building Inspection Division

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

SUMMARY OF OUTSTANDING WATER/ WASTEWATER UTILITY REVENUE DEBT
AS OF SEPTEMBER 30, 2015

Issue	Purpose	Interest Rate	Amount Issued	Issue Date	Maturity Date	Amount Outstanding
2006 Water & Sewer Revenue Bonds	Water and Sewer system improvements	4.81 %	7,915,000	06/02/2006	08/15/2036	2,615,000
2006A Water & Sewer Revenue Bonds	Water and Sewer system improvements	6.25 %	2,680,000	06/02/2006	08/15/2036	2,355,000
2007 Water & Sewer Revenue Bonds	Water and Sewer system improvements	4.5 %	10,725,000	06/15/2007	08/15/2036	1,080,000
2008 Water & Sewer Revenue Bonds	Water and Sewer system improvements	4.97%	13,915,000	04/02/2008	08/15/2036	900,000
2009 Water & Sewer CO's	Water and Sewer system improvements	4.60%	23,455,000	06/15/2009	09/30/2029	7,755,000
2009 Water & Sewer Refunding Bonds	Water and Sewer refunding bonds	3.60%	12,020,000	06/15/2009	09/30/2020	5,650,000
2010 Water & Sewer Build America Bonds	Water and Sewer refunding bonds	3.49%	8,840,000	03/23/2010	09/30/2010	8,740,000
2010 General Obligation Bonds	Water and Sewer refunding bonds	2.70%	3,650,000	11/01/2010	09/30/2023	2,740,000
2011 General Obligation Bonds	Water and Sewer refunding bonds	3.56%	14,800,000	12/06/11	08/15/2031	12,295,000
2012 General Obligation Bonds	Water and Sewer refunding bonds	2.76%	6,905,000	02/29/2012	08/15/2022	6,875,000
2013 General Obligation Taxable	Rater and Sewer Refunding Bonds	1.85%	11,870,000	04/12/2013	08/15/2020	10,630,000
2013 General Obligation Refunding	Water and Sewer refunding Bonds	3.64%	1,935,000	04/12/2013	08/15/2024	455,000
2013 Combination Tax & Revenue	Water and Sewer System Improvement	3.12%	4,315,000	04/12/2013	08/15/2033	4,180,000
2014 Combination Tax & Revenue	Water and Sewer System Improvement	3.07%	4,435,000	05/20/2014	08/15/2034	4,435,000
2014 General Obligation Refunding	Water and Sewer refunding Bonds	2.85%	5,935,000	06/15/2014	08/15/2026	5,375,000
2014 General Obligation Refunding Bonds	Waterworks and Sewer Sewer Improvements	2.78%	11,440,000	12/18/2014	8/15/2027	11,440,000
2015 TWDB Waterworks & Wastewater Revenue Bonds	TWDB-CWSRF	2.86%	410,000	5/27/2015	8/15/2025	410,000
	Total Water/WW Utility Debt		$ 145,245,000			$ 87,930,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

SUMMARY OF OUTSTANDING ELECTRIC UTILITY REVENUE DEBT
AS OF SEPTEMBER 30, 2015

Issue	Purpose	Interest Rate	Amount Issued	Issue Date	Maturity Date	Amount Outstanding
2007 B Tax & Revenue CO's	Electric Utility New Lien Revenue Refunding Bonds	4.25%	720,000	06/15/2009	09/30/2026	110,000
2010 Combination Tax & Revenue	Build America Bond-Electric Utility Improvement	3.60%	1,640,000	03/08/2010	08/15/2030	1,320,000
2011 Combination Tax & Revenue	Electric Utility Improvements	3.56%	8,090,000	12/06/2011	08/15/2031	7,790,000
2012 GO Refunding Bonds	Revenue Refunding Bonds	2.76%	4,210,000	02/29/2012	08/15/2022	3,360,000
2013 Combination Tax & Revenue	Electric Utility Improvements	3.12%	3,120,000	04/12/2013	08/15/2033	2,995,000
2013 Utility Revenue Bonds	Electric Utility Improvements	3.80%	18,510,000	08/01/2013	11/01/2033	18,510,000
2014 Combination Tax and Revenue	Electric Utility Improvements	3.07%	1,750,000	05/20/2014	08/15/2034	1,695,000
2014 General Obligation Refunding Bonds	Revenue Refunding Bonds	2.85%	360,000	06/15/2014	08/15/2026	360,000
	Total Electric Utility Debt		$38,400,000			$36,140,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

SUMMARY OF OUTSTANDING DRAINAGE UTILITY REVENUE DEBT
AS OF SEPTEMBER 30, 2015

Issue	Purpose	Interest Rate	Amount Issued	Issue Date	Maturity Date	Amount Outstanding
2007 B Combination Tax & Revenue	Constructing, reconstructing and improving drainage system	4.25%	12,235,000	06/15/2007	08/15/2026	260,000
2008 Combination Tax & Revenue	Constructing, reconstructing and improving drainage system	4.79%	11,960,000	04/02/2008	08/15/2027	375,,000
2009 Combination Tax & Revenue	Constructing, reconstructing and improving drainage system	4.60%	23,455,000	06/15/2009	09/30/2029	3,875,000
2010 Combination Tax & Revenue	Build America Bonds System Improvements	3.60%	1,640,000	03/08/2010	08/15/2030	2,400,000
2010 GO Refunding Bonds	Refunding Bonds	2.70%	3,650,000	11/01/2010	09/30/23	1,735,000
2012 GO Refunding Bonds	Refunding Bonds	2.76%	2,145,000	02/29/2012	08/15/24	1,955,000
2013 Combination Tax & Revenue	System Improvement Bonds	3.12%	930,000	04/12/2013	08/15/2033	895,000
2014 Combination Tax & Revenue	System Improvement Bonds	3.07%	1,600,000	05/20/2014	08/15/2034	1,550,000
2014 General Obligation Refunding Bonds	Refunding Bonds	2.85%	855,000	06/15/2014	08/15/2026	855,000
2014A General Obligations Refunding Bonds	Refunding Bonds	2.78%	3,440,000	12/18/2014	08/15/2027	3,440,000
	Total Drainage Utility Debt		$ 58,470,000			$ 18,275,000

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

WATER/WASTEWATER UTILITY DEBT SERVICE REQUIREMENTS
SEPTEMBER 30, 2015

Fiscal Year		Principal		Interest		Total
2016		6,795,000		3,224,778		10,019,778
2017		6,985,000		3,040,074		10,025,074
2018		7,215,000		2,791,324		10,006,324
2019		7,405,000		2,577,839		9,982,839
2020		7,625,000		2,362,592		9,987,592
2021		4,955,000		2,131,976		7,086,976
2022		5,130,000		1,955,311		7,085,311
2023		5,260,000		1,773,088		7,033,088
2024		5,460,000		1,564,722		7,024,722
2025		5,670,000		1,334,538		7,004,538
2026		5,895,000		1,082,610		6,977,610
2027		6,120,000		784,574		6,904,574
2028		2,440,000		576,630		3,016,630
2029		2,550,000		472,640		3,022,640
2030		2,655,000		365,290		3,020,290
2031		1,115,000		261,345		1,376,345
`2032		1,165,000		214,478		1,379,478
2033		1,215,000		164,775		1,379,775
2034		950,000		112,405		1,062,405
2035		645,000		68,780		713,780
2036		680,000		35,300		715,300
		87,930,000		26,895,070		114,825,070

City of San Marcos

2015-16 Annual Budget

Electric Utility Debt Service Requirements
September 30, 2015

Fiscal Year		Principal		Interest		Total
2016		1,155,000		1,425,690		2,580,690
2017		1,475,000		1,398,610		2,873,610
2018		1,515,000		1,360,371		2,875,371
2019		1,560,000		1,310,573		2,870,573
2020		1,615,000		1,261,891		2,876,891
2021		1,665,000		1,210,199		2,875,199
2022		1,725,000		1,155,579		2,880,579
2023		1,785,000		1,083,822		2,868,822
2024		1,865,000		1,009732		2,874,732
2025		1,945,000		933,650		2,878,650
2026		2,015,000		856,291		2,871,291
2027		2,105,000		773,688		2,878,688
2028		2,190,000		686,626		2,876,626
2029		2,290,000		592,674		2,882,674
2030		2,390,000		492,473		2,882,473
2031		2,500,000		381,325		2,881,325
2032		2,085,000		261,363		2,346,363
2033		2,190,000		159,800		2,349,800
2034		2,070,000		52,950		2,122,950
		36,140,000		16,407,305		52,547,305

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

DRAINAGE UTILITY DEBT SERVICE REQUIREMENTS
SEPTEMBER 30, 2015

Fiscal Year		Principal		Interest		Total
2016		970,000		692,867		1,662,867
2017		1,010,000		663,021		1,673,021
2018		1,040,000		627,731		1,667,731
2019		1,060,000		590,391		1,650,391
2020		1,105,000		555,143		1,660,143
2021		1,145,000		512,252		1,657,252
2022		1,190,000		468,565		1,658,565
2023		1,235,000		421,321		1,656,321
2024		1,300,000		369,160		1,669,160
2025		1,385,000		307,928		1,692,928
2026		1,445,000		242,524		1,687,524
2027		1,510,000		189,472		1,699,472
2028		750,000		117,574		867,574
2029		775,000		85,129		860,129
2030		815,000		51,773		866,773
2031		160,000		20,800		180,800
2032		165,000		15,450		180,450
2033		170,000		9,800		179,800
2034		110,000		3,850		113,850
		17,340,000		5,944,748		23,284,748

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

LIST OF ACRONYMS

CA	Current Assets
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Program
CIP	Capital Improvement Program
CL	Current Liabilities
CO's	Certificates of Obligation Debt
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GBRA	Guadalupe-Blanco River Authority
GFOA	Government Finance Officers Association
GO's	General Obligation Debt
HCTAD	Hays County Tax Appraisal District
I&S	Interest and Sinking
LCRA	Lower Colorado River Authority
NRMSIRs	Nationally Recognized Municipal Securities Information Repositories
O&M	Operations and Maintenance
P&Z	Planning and Zoning Commission
RB's	Revenue Bonds
SEC	Securities and Exchange Commission
SMCISD	San Marcos Independent School District
SMPD	San Marcos Police Department
TML	Texas Municipal League
TSUSM	Texas State University – San Marcos
WIC	Women, Infants and Children Program Fund
W/WW	Water/ Wastewater Utility Fund

CITY OF SAN MARCOS

2015-16 ANNUAL BUDGET

GLOSSARY OF TERMS

ACCOUNT - A code made up of numbers used to classify how specific dollar amounts come into the City or how they are being spent.

ACCRUAL BASIS OF ACCOUNTING – A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

AD VALOREM TAX - A tax levied on the assessed value of real property (also known as "property taxes").

AMORTIZE - To provide for the gradual extinguishment of (as a mortgage) usually by contribution to a sinking fund at the time of each periodic payment.

APPROPRIATION - A specific amount of money authorized by City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeable with "expenditures".

ASSESSED VALUATION - A value that is established for real and personal property for use as a basis for levying property taxes.

AUDIT - A comprehensive examination as to the manner in which the government's resources were actually utilized, concluding in a written report. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

BALANCE SHEET - A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

BASIS DIFFERENCES – Differences that arise through the employment of a basis of accounting for budgetary purposes that differs from the basis of accounting prescribed by GAAP for a given fund type.

BASIS OF ACCOUNTING – The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transactions or events take place), or on a cash basis (that is, when cash is received or paid). Basis of accounting is an essential part of measurement focus because a particular timing of recognition is necessary to accomplish a particular measurement focus.

BOND - A written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity date, together with periodic interest at a specified rate.

BONDED DEBT - The portion of indebtedness represented by outstanding bonds.

BUDGET - A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the means of financing them.

BUDGET CALENDAR - The schedule of key dates or milestones which the City departments follow in preparation, specific goals, and the means of financing them.

BUDGETARY BASIS OF ACCOUNTING – The method used to determine when revenues and expenses are recognized for budgetary purposes.

BUDGET DOCUMENT - The official plan showing how the City finances all of its services.

BUDGET YEAR - From October 1st through September 30th, which is the same as the fiscal year.

BUDGETARY CONTROL - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL EXPENDITURE – An expense for a major asset or improvement as shown in the Capital Improvement Program. The amount usually exceeds $50,000.

CAPITAL IMPROVEMENTS PROGRAM - A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years. Examples include land, improvements to land, easements, buildings, building improvements, and infrastructure.

CASH BASIS OF ACCOUNTING – Basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.

CASH MANAGEMENT - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CDBG - Community Development Block Grant - Federal HUD entitlement funds to meet a variety of needs of low income citizens including housing, infrastructure, equipment, facilities and public services.

CERTIFICATE OF OBLIGATION (C.O.) - Legal debt instruments used to finance capital improvement projects. Certificates of obligation are backed by the full faith and credit of the government entity and are fully payable from a property tax levy. Certificates of obligation differ from general obligation debt in that they are approved by the City Council and are not voter approved.

CERTIFIED TAX ROLL - A list of all-taxable properties, values and exemptions in the City. The Hays County Appraisal District establishes this roll.

CONTINGENCY - The appropriation of reserve funds for future allocation in the event specific budget allotments have expired and additional funds are needed.

CURRENT TAXES - Taxes that are levied and due within the ensuing fiscal year.

DEBT SERVICE - The payment of principal and interest on borrowed funds.

DEBT SERVICE FUNDS - Used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DELINQUENT TAXES - Taxes remaining unpaid after January 31st.

DEPARTMENT - An administrative division of the City having management responsibility for an operation or a group of related operations within a functional area.

DEPRECIATION - The decrease in value of physical assets due to use and the passage of time.

ENCUMBRANCE – Commitments related to unperformed (executory) contracts for goods or services.

ENTERPRISE FUND - A fund used to account for operations financed and operated in a manner similar to private business enterprises in that they are self supported by user fees. These funds use full accrual accounting.

ESTIMATED REVENUE - The amount of revenue expected to be collected during the year.

EXPENDITURE - The incurring of liability, payment of cash, or the transfer of property for the purpose of acquiring an asset or service or settling a loss.

EXPENSE - A charge incurred in an accounting period, whether actually paid in that accounting period or not.

FISCAL YEAR - October 1st through September 30th of each year.

FIXED ASSETS - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FRANCHISE FEE - A fee paid by public service businesses for use of City streets, alleys and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas, water, wastewater, and cable television.

FULL ACCRUAL ACCOUNTING - A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

FULL FAITH AND CREDIT - A pledge of the general taxing power of the City to repay debt obligations. This term is typically used in reference to general obligations bonds.

FULL TIME EQUIVALENT (F.T.E.) - A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal or temporary employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

FUND - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

FUND BALANCE - The excess of assets

over liabilities for governmental funds.

GAAP - Generally Accepted Accounting Principles.

GENERAL FUND - The general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS - Bonds that finance a variety of public projects such as streets, buildings, and capital improvements. The repayment of these bonds is usually made from the General Fund. They are backed by the full faith and credit of the City.

GENERAL OBLIGATION DEBT - The supported bonded debt, which is backed by the full faith and credit of the City.

GOAL - A long-term, attainable target for an organization Vision of the future.

GOVERNMENTAL FUND - It refers to the General Fund, all Special Revenue Funds and the Debt Service Fund.

GRANT - Contributions or gifts of cash or other assets from another government to be used for a specific purpose, activity or facility.

INDIRECT COSTS – Those costs that are fully expensed within one fund or division that can be allocated to another fund or division. i.e., Human Resources is fully expensed to the General Fund but services relate to the Electric Utility Fund as well.

INFRASTRUCTURE - Substructure or underlying foundation of the City (e.g. streets, utility lines, water and wastewater facilities, etc.)

INTERGOVERNMENTAL REVENUES - Revenues received from another governmental entity, such as county, state or federal governments.

INVENTORY - A detailed listing of property currently held by the City.

LEVY - To impose taxes, special assessments, or service charges for the support of City activities.

LINE ITEM BUDGET - A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) Separately along with the dollar amount budgeted for each specified category.

LIMITED TAX NOTES – Short-term, interest-bearing note issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenues to which it is related.

LONG-TERM DEBT - Any unmatured debt that is not a fund liability with a maturity of more than one year.

MODIFIED ACCRUAL ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

NON-OPERATING EXPENDITURES - The costs of government services which are not directly attributable to a specific City program or operation. An example includes debt service obligations.

NON-OPERATING REVENUES - The incomes received by the government which are not directly attributable to providing a service. An example would be interest on investments.

O & M - Operations and Maintenance

OBJECTIVES - A specific, measurable and observable result of an organization's activity which advances the organization toward a goal.

OPERATING BUDGET - A financial plan that presents expenditures for the fiscal year and estimates of revenue to finance them.

OPERATING TRANSFERS - Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

POLICY - A plan, course of action or guiding principle, designed to set parameters for decisions and actions.

PROPERTY TAX - Taxes that are levied on both real and personal property according to the Property's valuation and tax.

RESERVE - An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

RETAINED EARNINGS - The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in the fund and which are not reserved for any specific purpose.

REVENUE - All money received by a government other than expense refunds, capital contributions, and residual equity transfers.

REVENUE BONDS - Bonds whose principle and interest are payable exclusively from user fees.

RISK MANAGEMENT - An organized effort to protect the City's assets against loss, utilizing the most economical methods.

ROUTINE CAPITAL OUTLAY – Vehicles and other equipment with a value in excess of $5,000 and an expected life of more than three years.

SOURCES OF REVENUE - Revenues are classified according to their source or where they originate.

SPECIAL REVENUE FUNDS - Funds used to account for the proceeds of specific revenue sources (other that special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specific purposes.

TAX BASE - The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board.

TAX LEVY - The total amount of taxes imposed by the City on taxable property, as determined by the Hays County Tax Appraisal District.

TAX RATE - The tax rate is set by Council and is made up of two components; debt service and operations rates.

TIMING DIFFERENCES – Differences between the budgetary basis of accounting and GAAP that occur when the period used for budgeting differs from the period used for GAAP reporting (e.g., a special revenue fund that uses a grant-year budget rather

than a fiscal-year budget).

TRUST AND AGENCY FUNDS - Funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

UNEARNED REVENUE – A type of deferred revenue account used in connection with resources that have not yet been earned.

UNENCUMBERED FUND BALANCE - For budget purposes, the unencumbered fund balance is the amount of undesignated fund balance of a fund, which is available for allocation.

UNREALIZED REVENUES – Term used in connection with budgeting. The difference between estimated revenues and actual revenues.

WORKING CAPITAL – Current assets less current liabilities.

THE CITY OF
SAN MARCOS