



**AGENDA  
REGULAR CITY COUNCIL  
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall  
201 North Brushy Street ~ Leander, Texas



Thursday ~ September 15, 2016 at 7:00 PM

**Mayor – Christopher Fielder**  
**Place 1 – Andrea Navarrette**  
**Place 2 – Michelle Stephenson**  
**Place 3 – Shanan Shepherd**

**Place 4 – Ron Abruzzese (Mayor Pro Tem)**  
**Place 5 – Jeff Seiler**  
**Place 6 – Troy Hill**  
**City Manager – Kent Cagle**

1. Open meeting, Invocation, Pledges of Allegiance  
*Presentation of colors by Leander Police Department Honor Guard*
2. Roll Call
3. Staff Comments: Greg Minton, Police Chief - Recognition of Leander Police Explorers #641  
Pat Womack, Public Works Director – Household Hazardous Waste Cleanup Event
4. Citizen Comments: Three (3) minutes allowed per speaker  
*Please turn in speaker request form before the meeting begins*
5. Consider a Resolution of the City Councils of the Cities of Cedar Park, Leander and Liberty Hill, Texas Expressing their Support for the Law Enforcement Officers Serving our Cities, the State, and the United States This item is sponsored by Council Member Shepherd
6. Proclamation for National Night Out  
*Presentation by Assistant Police Chief Jeffrey Hayes*
7. Recognition of Planning Department for the American Planning Association (APA) Planning Excellence Award  
*This item is sponsored by Mayor Fielder*
8. Presentation and discussion regarding the proposed location and platform for the new Christmas Tree

**CONSENT AGENDA: ACTION**

9. Approval of the minutes: September 1, 2016
10. Authorize Funding Agreement with Williamson County Children's Advocacy Center
11. Authorize Funding Agreement with Opportunities for Williamson & Burnet Counties, Inc.
12. Second Reading of an Ordinance on Zoning Case 16-TOD-Z-018: a zoning change of a lot generally located to the southwest of the intersection of Amanda's Way and CR 276 for 2.5016 acres, more or less from PUD/TOD, Planned Unit Development/Transit Oriented Development to an amended PUD to designate the base zoning district SFS- 2-A, Single Family Suburban as permitted by the Smart Code, Leander, Williamson County, Texas
13. Master Professional Services Agreement with Halff Associates, Inc.

## PUBLIC HEARING: ACTION

14. **Public Hearing** on the Proposal Budget for FY 2016-17

**Action** on an Ordinance adopting the FY 2016-17 Annual Budget

15. **Public Hearing** on Zoning Case 16-Z-019: Consider a zoning change of 3.555 acres, more or less, located at 18175 Ronald W. Reagan Blvd. from interim zoning SFR-1-B, Single Family Rural to LC-2-B, Local Commercial, Leander, Williamson County, Texas

**Action** on Zoning Case 16-Z-019: a zoning change of 3.555 acres, more or less, located at 18175 Ronald W. Reagan Blvd. from interim zoning SFR-1-B, Single Family Rural to LC-2-B, Local Commercial, Leander, Williamson County, Texas

## REGULAR AGENDA

16. First Reading of an Ordinance levying ad valorem taxes for the use and support of the municipal government of the City of Leander, Texas for FY 2016-17

17. Consider an Ordinance of the City of Leander, Texas amending Ordinance No. 15-046-00 adopting the Annual Budget of the City of Leander, Texas for Fiscal Year 2015-16

18. Consider a Resolution adopting an Investment Policy and Strategy for the City of Leander

19. Consider Resolution Texas Establishing a Policy for Selecting Professional Underwriters

20. Consider an Ordinance authorizing Employees to be able to purchase previous credit in Texas Municipal Retirement System

21. Consider an Ordinance amending Chapter 8, Article 8.05, Division 3 regulating Junked Vehicles

22. Consider approval of Construction Activities between 9:00 pm and 7:00 am for the Old 2243 Roadway Improvements Project from September 15<sup>th</sup> through October 31, 2016

23. Consider approval of Guaranteed Maximum Price Proposal from American Constructors for construction and delivery of Fire Station #4 and authorize the City Manager to execute the Addendum to Construction Manager at Risk Agreement for Fire Station #4, City of Leander, Texas

24. Water Use and Supply Update

25. Council Member Closing Statements

## EXECUTIVE SESSION

26. Convene into executive session:

- a) Pursuant to Section 551.071, Texas Government Code to consult with legal counsel regarding board selection processes and the Open Meetings Act
- b) Pursuant to Section 551.074, Tex. Gov't Code to discuss and perform annual review and evaluation of City Manager pursuant to employment contract

27. Reconvene into open session to take action as determined appropriate in the City Council's discretion Regarding:

- a) Board selection processes and the Open Meetings Act
- b) Possible action concerning evaluation of City Manager pursuant to employment contract

**REGULAR AGENDA (CONTINUED)**

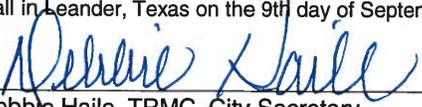
28. Consider amendments to Ordinance #11-011-00 regarding Appointments of Persons to City Boards, Commissions, or Committees

*This item sponsored by Mayor Fielder*

29. Adjournment

**CERTIFICATION**

This meeting will be conducted pursuant to the Texas Government Code Section 551.001 et seq. At any time during the meeting the Council reserves The right to adjourn into executive session on any of the above posted agenda items in accordance with the sections 551.071 [litigation and certain Consultation with attorney], 551.072 [acquisition of interest in real property], 551.073 [contract for gift to city], 551.074 [certain personnel deliberations Or 551.076 [deployment/implementation of security personnel or devices]. The City of Leander is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary at (512) 528-2743 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call (512) 528-2800. I certify that the above agenda for this meeting of the City Council of the City of Leander, Texas, was posted on the bulletin board at City Hall in Leander, Texas on the 9th day of September, 2016 by 5:00 pm pursuant to Chapter 551 of the Texas Government Code

  
Debbie Haile, TRMC, City Secretary



**Executive Summary**  
**September 15, 2016**

**Agenda Subject:** Recognition of the Leander Police Explorers #641 for their participation in the 2016 State Explorer Competitions held in Arlington, Texas.

**Background:** During the 3-day event, our explorer post competed against 71 other Police Explorer Posts from around the state, including those from the Austin, Houston, and Dallas area. Our Explorers competed in 8 different scenario categories, including Officer Down/Rescue, Crisis Negotiation, Intoxicated Driver, Arrest, Search and Seizure, Bomb Threat, Domestic Crisis, Felony Traffic Stop, and Robbery in Progress. At the end of the competition, Leander Police Explorer Post #641 earned a total of four awards:

- 2<sup>nd</sup> Place in State –Crisis Negotiations
- 3<sup>rd</sup> Place in State - Officer Down/Rescue
- 3<sup>rd</sup> Place in State - Felony Traffic Stop
- 3<sup>rd</sup> Place in State - Robbery in Progress

**Origination:** Greg Minton, Chief of Police

**Recommendation:** N/A

**Attachments:** N/A

**Prepared by:** Greg Minton, Chief of Police

## AGENDA ITEM # 5



### **Executive Summary**

**September 15, 2016**

**Subject:** Consider a Resolution of the City Councils of the Cities of Cedar Park, Leander and Liberty Hill, Texas Expressing their Support for the Law Enforcement Officers Serving our Cities, the State, and the United States

**Background:** Council Member Shepherd requested this Resolution be placed on the agenda

**Financial Consideration:** None

**Recommendation:** None

**Attachments:** Resolution

**Prepared by:** Debbie Haile, TRMC, City Secretary

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCILS OF THE CITIES OF CEDAR PARK, LEANDER, AND LIBERTY HILL, TEXAS EXPRESSING THEIR SUPPORT FOR THE LAW ENFORCEMENT OFFICERS SERVING OUR CITIES, THE STATE, AND THE UNITED STATES; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the members of law enforcement in Cedar Park, Leander, and Liberty Hill play an essential role in safeguarding the rights and freedoms of those who live in central Texas; and

WHEREAS, police officers, dispatchers, police chaplains and other police civilian support staff are vital parts of our communities, standing ready 24 hours a day to deal with emergencies and offering assistance to those in need; and

WHEREAS, it is fitting that we recognize and support the courageous individuals who tireless work to protect the wellbeing and security of our citizens; and

WHEREAS, the City Councils for the Cities of Cedar Park, Leander, and Liberty Hill are proud of the dedicated police officers who put their lives on the line to keep our communities safe; and

WHEREAS, these City Councils wholeheartedly appreciate the extraordinary efforts and sacrifices of our police officers and are especially indebted to those who have given their lives in service to others;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR PARK, TEXAS, THE CITY COUNCIL OF THE CITY OF LEANDER, AND THE CITY COUNCIL OF THE CITY OF LIBERTY HILL:

SECTION 1. The City Councils for the cities of Cedar Park, Leander, and Liberty Hill hereby pledge continued support for those brave men and women who serve our communities, the State, and the Nation as law enforcement officers.

SECTION 2. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED this the 22<sup>nd</sup> day of SEPTEMBER, 2016.

CITY OF CEDAR PARK, TEXAS

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Matthew Powell, Mayor

CITY OF LEANDER, TEXAS

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Christopher Fielder, Mayor

CITY OF LIBERTY HILL, TEXAS

---

Connie Fuller, Mayor

ATTEST:

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LeAnn M. Quinn, TRMC  
City Secretary

APPROVED AS TO FORM  
AND CONTENT:

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J.P. LeCompte, City Attorney



CITY OF LEANDER  
*Proclamation*

- WHEREAS,** the National Association of Town Watch is sponsoring a unique, nationwide crime, drug and violence prevention program on October 4, 2016 entitled "National Night Out";
- WHEREAS,** "National Night Out" provides a unique opportunity for the City of Leander to join forces with thousands of other communities across the country in promoting cooperative police- community crime prevention efforts; and
- WHEREAS,** it is essential that all residents of the City of Leander are aware of the importance of crime prevention programs and recognize the impact that their individual participation can have on reducing crime; and
- WHEREAS,** the City of Leander and the Leander Police Department is committed to enhancing the public trust through partnerships with our community; and
- WHEREAS,** police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program.
- NOW, THEREFORE,** I, Mayor Christopher Fielder, and the Leander City Council, call upon all citizens of our community to participate in "National Night Out" on Tuesday, October 4, 2016 in the City of Leander.

In witness thereof, I have hereunto affixed my signature this 15th day of September 2016.

*Attest:*

Christopher Fielder  
MAYOR



Debbie Haile  
CITY SECRETARY



**Executive Summary**

**September 15, 2016**

**Subject:** Recognition of Planning Department for the American Planning Association (APA) Planning Excellence Award

**Background:** The Texas Chapter of the American Planning Association presented the 2016 Certificate of Achievement for Planning Excellence to the Planning Department of the City of Leander. The letter is attached outlining the award. Mayor Fielder asked that this be placed on the agenda in order to recognize the outstanding work by the Planning Department.

**Financial Consideration:** None

**Recommendation:** None

**Attachments:** Letter from American Planning Association – Texas Chapter

**Prepared by:** Debbie Haile, TRMC, City Secretary



American Planning Association  
**Texas Chapter**

*Making Great Communities Happen*

**Chapter Officers**

Kim Mickelson, JD, AICP  
President  
713.533.3956  
kmickelson@olsonllp.com

Doug McDonald, AICP  
President-Elect  
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Past President  
817.735.7259  
wds@freese.com

**Executive Administrator**

Mike McAnelly, FAICP  
9629 Fallbrook Drive  
Dallas, Texas 75243  
214.850.9046  
administrator@apatexas.gov

August 15, 2016

Christopher Fielder, Mayor  
City of Leander  
104 North Brushy Street  
Leander, Texas 78641

Dear Mayor Fielder,

It is with great pleasure that the Texas Chapter of the American Planning Association presents its 2016 Certificate of Achievement for Planning Excellence to your Planning Department. This Certificate recognizes the Professional planning standards demonstrated by your planning staff and the support exhibited by your City Council and Planning Commission. More specifically, the City of Leander meets the Chapter's goals for:

- Increasing awareness of professional planning;
- Recognizing Planning Departments which meet certain professional requirements;
- Enhancing neighborhood and citizen recognition of planning efforts;
- Encouraging the funding of professional training for Commissioners and staff; and
- Aiding in economic development and community image.

I encourage you to share this award with your City Council and Planning Commission. The Board of Directors and members of the Texas Chapter APA thank you for your support in your community's planning program.

Respectfully,

Kim Mickelson JD, AICP  
President, Texas Chapter APA



**Executive Summary**

**September 15, 2016**

**Subject:** Presentation and discussion regarding the proposed location and platform for the new Christmas tree.

**Background:** The City recently purchased a new Christmas tree that will replace the former tree that was placed on Brushy Street between the Chamber of Commerce office and the Planning Department. The Chamber is co-sponsoring with the City the annual Christmas Parade and Festival this year. The festival is proposed to be greatly expanded and as a part of that the Chamber would like to propose the relocation of the Christmas tree. The new tree also requires a foundation and the Chamber is proposing a design and funding program for the new foundation.

Bridget Brandt, President of the Leander Chamber of Commerce, will make the presentation.

**Financial Consideration:** City staff time will be required for the construction of the tree foundation and some additional electrical work will also be required.

**Recommendation:** This is a discussion item.

**Attachments:** None

**Prepared by:** Tom Yantis, Assistant City Manager



**MINUTES  
REGULAR CITY COUNCIL  
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall  
201 North Brushy Street ~ Leander, Texas



Thursday ~ September 1, 2016 at 7:00 PM

**Mayor – Christopher Fielder  
Place 1 – Andrea Navarrette  
Place 2 – Michelle Stephenson  
Place 3 – Shanan Shepherd**

**Place 4 – Ron Abruzzese (Mayor Pro Tem)  
Place 5 – Jeff Seiler  
Place 6 – Troy Hill  
City Manager – Kent Cagle**

1. Open meeting, Invocation, Pledges of Allegiance  
**Mayor Fielder opened the meeting at 7:00 pm and welcomed those in attendance  
Council Member Hill delivered the invocation**
2. Roll Call  
**All present**
3. Staff Comments:  
**Bill Gardner, Fire Chief spoke about weather awareness and preparedness**
4. Citizen Comments: Three (3) minutes allowed per speaker  
*Please turn in speaker request form before the meeting begins*

**CONSENT AGENDA: ACTION**

5. Approval of the minutes: August 18, 2016
6. Receive Quarterly Investment Report
7. License Agreement Case 16-LA-002: License Agreement between the City of Leander and Parker Home Owners Association, a Texas non-profit corporation for a property generally located to the northwest of the intersection of Flintrock Drive and Limestone Creek Road, City of Leander, Williamson County, Texas
8. License Agreement Case 16-TOD-LA-008: License Agreement between the City of Leander and Bryson Home Owners Association, a Texas non-profit corporation for the property generally located to the northeast of the intersection of 183A Toll Road and San Gabriel Parkway, City of Leander, Williamson County, Texas
9. Dedication and Acceptance of Cold Springs Commercial Marketplace Wastewater Line Improvements  
**Motion made by Council Member Navarrette to approve the consent agenda. Second by Council Member Shepherd. Motion passes, all voting “aye”**

**PUBLIC HEARING: NO ACTION**

10. **Public Hearing** on a Proposal to Adopt a Tax Rate for FY 2016-17  
**Robert Powers, Finance Director explained**

**Steve Kovacs 2628 Homecoming – spoke against**

**Mayor Fielder announced that the vote on the tax rate will occur on Thursday, September 15, 2016 at 7:00 pm at the Pat Bryson Municipal Hall, 201 North Brushy Street, Leander, Texas**

**PUBLIC HEARING: ACTION**

11. **Public Hearing** on Zoning Case 16-TOD-Z-018: Consider a zoning change of a lot generally located to the southwest of the intersection of Amanda's Way and CR 276 for 2.5016 acres, more or less from PUD/TOD, Planned Unit Development/Transit Oriented Development to an amended PUD to designate the base zoning district SFS-2-A, Single Family Suburban as permitted by the Smart Code, Leander, Williamson County, Texas *Applicant: Ruben and Patricia Moreno*  
**Tom Yantis, Asst. City Manager explained**

**Action** on Zoning Case 16-TOD-Z-018: a zoning change of a lot generally located to the southwest of the intersection of Amanda's Way and CR 276 for 2.5016 acres, more or less from PUD/TOD, Planned Unit Development/Transit Oriented Development to an amended PUD to designate the base zoning district SFS-2-A, Single Family Suburban as permitted by the Smart Code, Leander, Williamson County, Texas

**Motion made by Council Member Shepherd to approve. Second by Council Member Hill.**  
**Motion passes, all voting "aye"**

12. **Public Hearing** on Subdivision Case 16-CP-003: Consider the San Gabriel Whitt Ranch Concept Plan for 76.89 acres, more or less, generally located 1 mile from the northwest corner of the intersection of CR 280 and N. Bagdad Road on the west side of N. Bagdad Road, Leander, Williamson County, Texas  
*Applicant: Garrett Keller on behalf of San Gabriel Whitt Ranch LLC, Davy Roberts*  
**Tom Yantis, Asst. City Manager explained**

**Action** on Subdivision Case 16-CP-003: Consider the San Gabriel Whitt Ranch Concept Plan for 76.89 acres, more or less, generally located 1 mile from the northwest corner of the intersection of CR 280 and N. Bagdad Road on the west side of N. Bagdad Road, Leander, Williamson County, Texas

**Motion made by Council Member Shepherd to approve. Second by Council Member Navarrette.**  
**Motion passes, all voting "aye"**

13. **Public Hearing** to consider an updated service and assessment plan for calendar year 2016 for the Oak Creek Public Improvement District and an updated assessment roll to apportion assessments levied against property located in the District among subdivided lots  
**Robert Powers, Finance Director explained**

**Action** on an Ordinance Approving an Annual Update to the Service and Assessment Plan and Assessment Roll for the Oak Creek Public Improvement District and Apportioning Assessments Among Subdivided Lots within the District

**Motion made by Council Member Seiler to approve. Second by Council Member Stephenson.**  
**Motion passes, all voting "aye"**

**REGULAR AGENDA**

14. Consider approval to renew the Library Management & Operations Agreement and Schedule "A" for FY 2016-17  
**Tom Yantis, Asst. City Manager explained**

**Motion made by Council Member Shepherd to approve. Second by Council Member Seiler.**  
**Motion passes, all voting "aye"**

15. Authorize the City Manager to negotiate a contract for Architectural and Engineering Services with Komatsu Architecture for the Fire Station #1 Relocation Project  
**Joy Simonton, Purchasing Agent explained**

**Motion made by Council Member Navarrette to approve. Second by Council Member Stephenson. Motion passes, all voting “aye”**

16. Authorize the City Manager to negotiate a contract for Construction Manager at Risk Services with Chasco Constructors for the Fire Station #1 Relocation Project  
**Joy Simonton, Purchasing Agent explained**

**Motion made by Council Member Shepherd to approve. Second by Council Member Seiler. Motion passes, all voting “aye”**

17. Consider authorizing award of bid for four (4) vehicles from Grapevine Dodge Chrysler Jeep and Freedom Chevy Dodge  
**Joy Simonton, Purchasing Agent explained**

**Motion made by Council Member Stephenson to approve. Second by Mayor Pro Tem Abruzzese. Motion passes, all voting “aye”**

**EXECUTIVE SESSION**

18. Convene into executive session pursuant to Section 551.074, Texas Government Code to deliberate the appointment of:
- a) Place 6 to the Ethics Commission
  - b) One Member to the Board of Adjustment/Appeal
  - c) One Member to the Public Art Commission

**Council convened into executive session at 7:25 pm  
Council reconvened into open session at 7:49 pm**

19. Reconvene into open session to take action as deemed appropriate in the City Council’s discretion regarding the appointment of:
- a) Place 6 to the Ethics Commission
  - b) One Member to the Board of Adjustment/Appeal
  - c) One Member to the Public Art Commission

**a) Mayor Pro Tem Abruzzese made a motion to appoint Brenda Crawford to the Ethics Commission in Place 6. Second by Council Member Stephenson. Motion passes, all voting “aye”**

**Motion made by Mayor Pro Tem Abruzzese to amend Ordinance 11-011-00, Section 2E(1) to waive the requirement that no person shall serve on more than one board, commission, or special committee appointed by the City Council. However, this prohibition shall not apply to *ad hoc*, special purpose, or blue ribbon committees appointed by the City Council from time to time. Second by Council Member Navarrette. Motion passes, all voting “aye”**

**b) Mayor Pro Tem Abruzzese made a motion to appoint Joseph Eckels to the Board of Adjustment/Appeal. Second by Council Member Seiler. Motion passes, all voting “aye”**

**c) No action taken – Mayor Fielder moved this item to item #20**

20. Consider Board Appointments/Reappointments to the following Boards/Commissions:
- a) TIRZ Board
  - b) Leander Development Authority
  - c) Library Foundation Board

**Mayor Pro Tem Abruzzese made a motion to appoint Amanda Gifford to the Public Art Commission. Second by Council Member Navarrette. Motion passes, all voting "aye"**

**Mayor Pro Tem Abruzzese made a motion to appoint Joseph Eckels to the TIRZ Board and the Leander Development Authority. Second by Council Member Shepherd . Motion passes, all voting "aye"**

**Mayor Pro Tem Abruzzese made a motion to appoint Shooter Russell to the Library Foundation Board. Second by Council Member Stephenson. Motion fails 4 to 3 with Council Member Navarrette, Council Member Shepherd, Mayor Fielder and Council Member Hill voting against.**

21. Council Member Closing Statements  
**Council Members gave their closing statements**

22. Adjournment  
**With there being no further business, the meeting adjourned at 7:56 pm**

Attest:

\_\_\_\_\_  
Christopher Fielder, Mayor

\_\_\_\_\_  
Debbie Haile, TRMC, City Secretary



**Executive Summary**

**September 15, 2016**

**Council Agenda Subject:** Authorize Funding Agreement with Williamson County Children's Advocacy Center

**Background:** Section 13.05 of the City's Home Rule Charter states that a written contract for services shall be executed prior to any nonprofit, community service organization receiving city funds. Such contracts shall establish the terms, conditions and services to be provided, and shall require an annual audit of the nonprofit organization.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** FY 2016-17 General Fund / Police (\$30,000; 01-40-5726)

**Recommendation:** Approval

**Attachments:** Funding Agreement; Budget Request; 2014-2015 Audit

**Prepared by:** Robert G. Powers, Finance Director



# Williamson County Children's Advocacy Center

Breaking the Cycle of Abuse One Child at a Time

March 15, 2016

Chief Greg Minton  
Leander Police Department  
705 Leander Drive  
Leander, TX 78641

RE: FY 2017 Budget Submission

Dear Chief Minton,

As part of our service to you, we constantly analyze and refine programs to better meet your community needs. We continue to provide bilingual Forensic Interviews, bilingual Child & Family Therapy, and medical exams for our young clients. Now, we are excited to announce that we have expanded our services to include a dedicated bilingual Family Advocate and a dedicated bilingual Parent Therapist.

In preparation for your FY 2017 budget submission, we offer you some highlights from the past year at the WCCAC as they relate to the City of Leander. Specially trained SANE (sexual assault nurse exam) nurses provided 82 medical exams in house, and our counselors provided 4,555 therapy sessions for 482 clients. The following statistics reflect historical countywide use of our forensic services to child abuse victims, as well as services provided specifically to Leander residents.

Year	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
<b>Leander</b>	23	47	69	79	51	49	46	52	89	80	84
<b>Total Interviews</b>	351	510	634	650	648	651	503	553	686	682	770

5% ↑

In addition to these direct services, our Outreach Coordinator provides training throughout Williamson county to equip school officials, community groups, and first responders to better recognize the warning signs of child abuse and to be pro-active in their reporting to authorities. In 2015, we provided training for 2,787 professionals across the county. Our 2015 Impact Report with more information is enclosed for your review.

**Request:** \$30,000 FY 2017: The budget request is the same as last year's.

Please know we appreciate our partnership with your office; we especially appreciate the participation of Detectives Garrett and Jones, as well as, your new Victim Services Coordinator, Mirna Johnson in our monthly Child Protection Team meetings, generally held on the second Wednesday of each month at 9:0 am at the WCCAC.

Again, thank you for your support, and that of your officers. Know that, together, we are providing an excellent service to these children and their families.

Warmest regards,

  
Monica Benoit-Beatty  
Executive Director

Copy to:  
Kent Cagle, City Manager  
200 West Willis  
P.O. Box 319  
Leander, TX 78646

*Thank you Chief Minton  
for you + your dept's dedicated  
efforts to stop child abuse  
in Leander!*  


# Williamson County Children's Advocacy Center

## Forensic Interviews

2014: 680 interviews

2015: 770 interviews

## Medical Exams

2014: 72 specialized medical exams

2015: 82 SANEs

## Therapy

2014: 375 clients in 3100 sessions

2015: 482 clients in 4555 sessions

## Outreach

2014: 129 trainings for 4100 child care professionals

2015: 112 trainings for 2787 professionals

Our Impact!

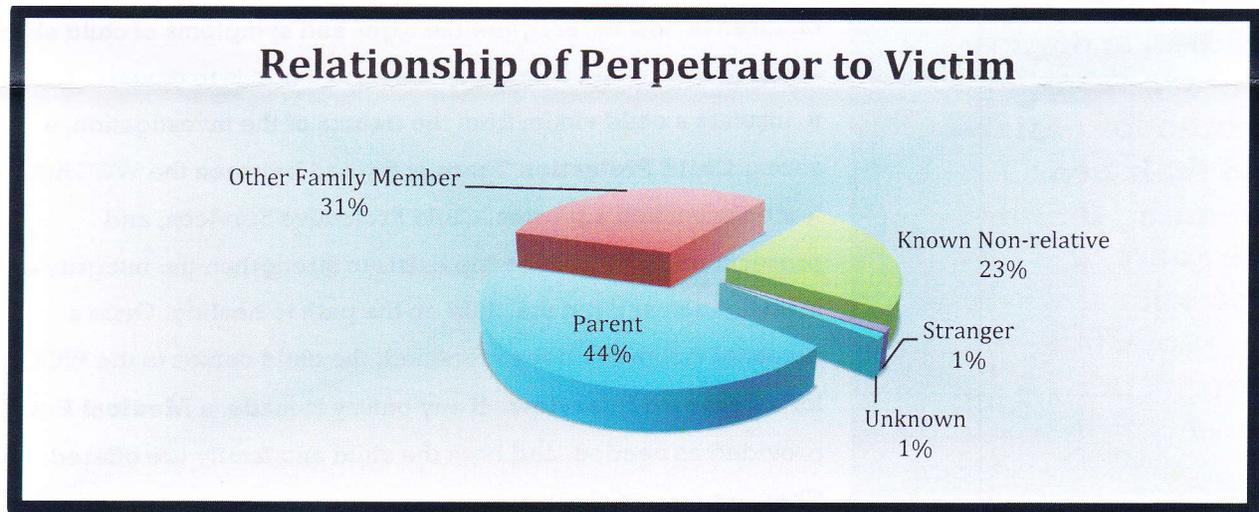
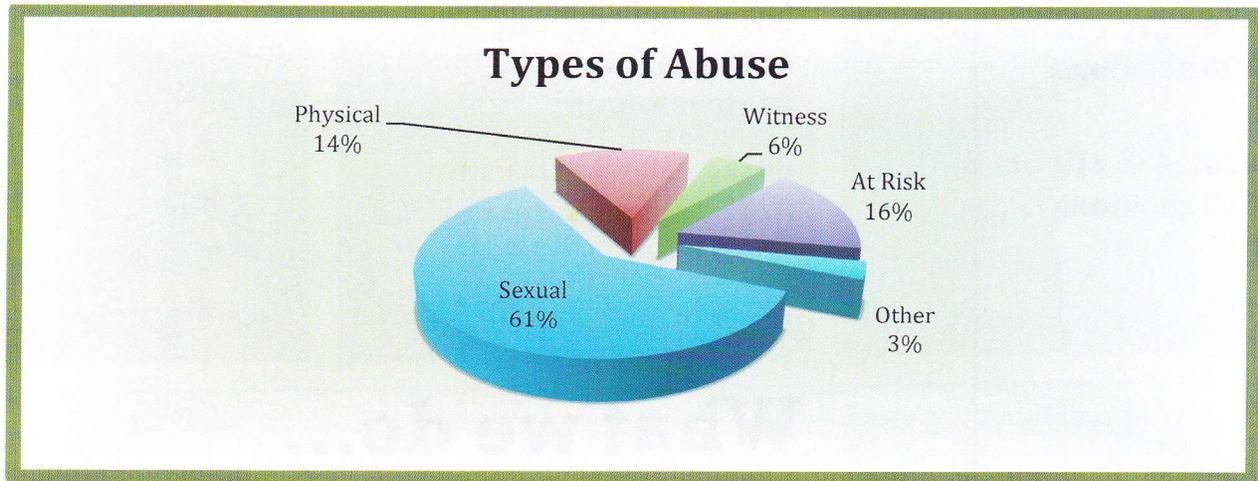
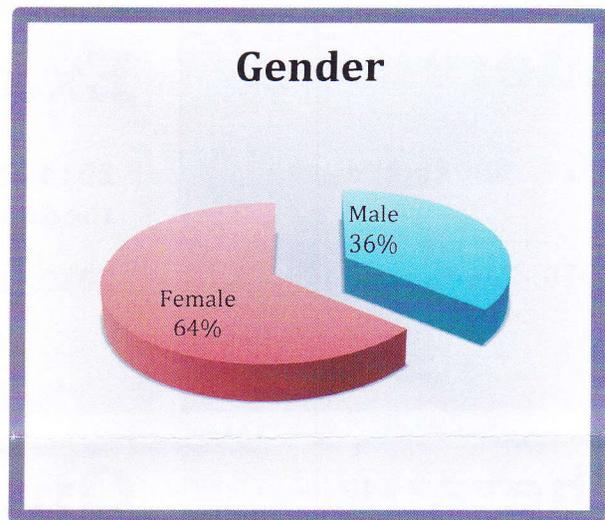
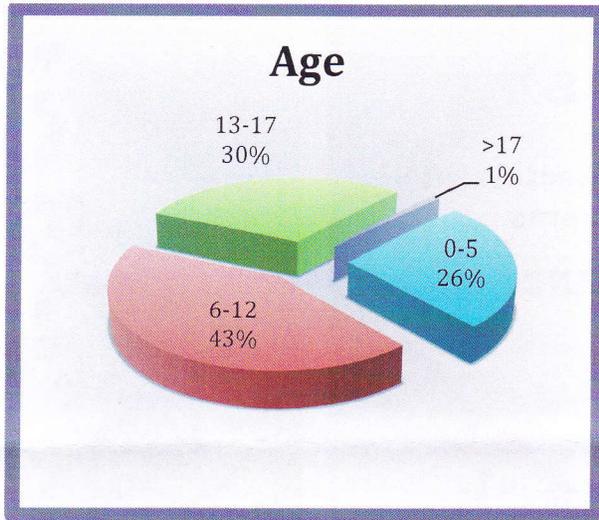
We exist to provide a safe place for children to disclose abuse, **reduce trauma for children and their non-offending family members**, and extend professional services that protect the integrity of an investigation.

## What we do...

Our **Outreach Program** educates those who have primary access to children in how to *recognize* the signs and symptoms of child abuse and how to *respond* when they suspect a child is in danger. In order to insulate a child victim from the trauma of the investigation, a strong **Child Protection Team** is formed between the WCCAC, 14 law enforcement agencies, Child Protective Services, and prosecutors. The partnership exists to strengthen the integrity of the investigation and put the child on the path to healing. Once a potential victim has been identified, the child comes to the WCCAC for a **Forensic Interview**. If any outcry is made, a **Medical Exam** is provided as needed, and both the child and family are offered **Therapy**, free of charge.

Monica Benoit-Beatty, Executive Director \* 512-943-3901 \* [Director@WilcoCAC.org](mailto:Director@WilcoCAC.org)

# Williamson County Children's Advocacy Center Statistics Charts for FY2015



COUNTY OF WILLIAMSON §

STATE OF TEXAS §

**FUNDING AGREEMENT**

This **INTERLOCAL COOPERATION AGREEMENT** ("Agreement") is executed by and between **WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER**, 1811 SE Inner Loop, Georgetown, TX 78626, hereinafter referred to as "AGENCY", and the **CITY OF LEANDER, TEXAS**, a home rule municipal corporation organized under the laws of the State of Texas, hereinafter referred to as the "City", P.O. Box 319, Leander, Texas 78646, acting by and through their duly authorized representatives.

**WHEREAS**, the City of Leander is a local government as defined in 791.003 of the Texas Government Code, and

**WHEREAS**, AGENCY is a Texas non-profit organization whose mission is to provide a safe place to report child abuse, reduce the emotional trauma for children and non-offending family members, and extend professional services that protect the integrity of an investigation; and

**WHEREAS**, the goals of the Agency include (a) providing a child sensitive environment; (b) crisis intervention; (c) victim advocacy; (d) forensic interviewers; (e) medical and mental health referrals; and (f) investigation, prosecution, and treatment of child abuse cases; and

**WHEREAS**, both AGENCY and the City desire to enter into this Agreement to provide for the use of funds granted by the City for the benefit of the Leander community;

**NOW, THEREFORE**, for and in consideration of the covenants, conditions and undertakings hereinafter described, and the benefits to accrue to the citizens of the City, the parties contract, covenant and agree to provide certain governmental services and functions as follows:

**Section 1. Assistance.** The City of Leander will provide assistance to the AGENCY to be used for services that support the goals of the AGENCY, in an amount not to exceed \$30,000 (the "Grant") for the term of this Agreement.

**Section 2. Conflict of Interests.** AGENCY covenants and agrees that it presently has no interest and will not acquire, direct or indirect, an interest, which conflicts with its efficient, diligent faithful performance of the terms of this contract and agreement. This agreement shall not be assigned or transferred by AGENCY without prior written consent of the City.

**Section 3. Agreement Period.** This Agreement shall commence on October 1, 2016, and shall continue in effect until September 30, 2017 unless terminated in writing by the City or AGENCY by giving thirty days notice of termination to the other party. In the event of early termination by

AGENCY, the AGENCY shall repay the City a pro rata share of the Grant, prorated over the one-year term of this Agreement. Terms governing repayment of the Grant shall survive the term of this Agreement until fulfilled.

**Section 4. Reporting.** The AGENCY will provide the City with an annual report on the use of the funds or credit allocated to them by September 1 of each year.

**Section 5. Repayment of Funds.** AGENCY shall repay the City the Grant, less any reductions as provided in this subsection, within ten (10) days of notice by the City in the event that AGENCY fails to use the Grant as provide in this Agreement. For each quarter that AGENCY uses the Grant as provided in this Agreement, AGENCY's obligation to repay the Grant shall be reduced by \$7,500.00.

**Section 6. Amendments and Modifications.** This Agreement may not be amended or modified except in writing executed by the City and the AGENCY and authorized by both parties.

**Section 7. Captions.** The descriptive captions of this Agreement are for informational purposes only and shall in no way limit or effect the terms or conditions of the paragraphs.

**Section 8. Severability.** The sections, paragraphs, clauses and phrases of this Agreement are severable and, if any phrase, clause, sentence, paragraph, or section of the Agreement should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, or paragraphs, and sections of this Agreement.

**IN WITNESS WHERE OF,** the parties hereto have executed this Agreement by their duly authorized agents and officers.

**SIGNED AND APPROVED** this the \_\_\_\_ day of September, 2016.

CITY OF LEANDER

AGENCY

\_\_\_\_\_  
Christopher Fielder, Mayor

  
\_\_\_\_\_  
Monica Benoit-Beatty  
Executive Director

ATTEST:

\_\_\_\_\_  
Debbie Haile, City Secretary

**WILLIAMSON COUNTY  
CHILDREN'S ADVOCACY CENTER, INC.  
(A NONPROFIT CORPORATION)**

**FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITOR'S REPORT**

**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.

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**BROWN, GRAHAM & COMPANY**  
PROFESSIONAL CORPORATION  
CERTIFIED PUBLIC ACCOUNTANTS

13809 Research Blvd., Suite 305 • Austin, Texas 78750  
512-257-8078 • Fax 512-257-8091 • www.bgc-cpa.com

## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors  
Williamson County Children's Advocacy Center, Inc.

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Williamson County Children's Advocacy Center, Inc. (a nonprofit organization) (the Corporation) which comprise the statements of financial position as of September 30, 2015 and 2014, and the related statements of activities, cash flows and functional expenses for the years then ended, and the related notes to the financial statements.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and to the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Corporation's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Williamson County Children's Advocacy Center, Inc. as of September 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 23, 2016, on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering's internal control over financial reporting and compliance.

Brown, Graham & Company, P.C.

Austin, Texas

February 23, 2016

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENTS OF FINANCIAL POSITION**  
**SEPTEMBER 30, 2015 AND 2014**

	<u>2015</u>	<u>2014</u>
<b><u>ASSETS</u></b>		
Cash and cash equivalents (Note 2)	\$ 455,563	\$ 493,902
Accounts receivable - medical exams	-	4,310
Grants receivable (Notes 3 and 7)	43,812	38,329
Beneficial interest in assets held by community foundation (Notes 4 and 6)	231,948	162,976
Prepaid expenses	8,761	-
Property and equipment, net (Note 5)	<u>614,806</u>	<u>657,425</u>
 Total assets	 <u>\$ 1,354,890</u>	 <u>\$ 1,356,942</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
Accrued liabilities	\$ 9,584	\$ 394
Deferred revenue (Note 7)	<u>43,658</u>	<u>22,500</u>
 Total liabilities	 <u>53,242</u>	 <u>22,894</u>
Net assets:		
Unrestricted:		
Board designated (Note 6)	231,948	162,976
Undesignated	<u>1,062,200</u>	<u>1,171,072</u>
 Total unrestricted net assets	 1,294,148	 1,334,048
Temporarily restricted - IT and security upgrades	<u>7,500</u>	<u>-</u>
 Total net assets	 <u>1,301,648</u>	 <u>1,334,048</u>
 Total liabilities and net assets	 <u>\$ 1,354,890</u>	 <u>\$ 1,356,942</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENT OF ACTIVITIES**  
**YEAR ENDED SEPTEMBER 30, 2015**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Support and revenue:			
Grants and contracts (Note 7)	\$ 401,392	\$ -	\$ 401,392
Contributions	313,650	7,500	321,150
In-kind support (Note 8)	4,300	-	4,300
Special events	17,304	-	17,304
Medical exams	29,530	-	29,530
Interest	1,178	-	1,178
	<u>767,354</u>	<u>7,500</u>	<u>774,854</u>
Total support and revenue			
Expenses and losses:			
Program services:			
Client services	619,262	-	619,262
Support services:			
General and administrative	110,855	-	110,855
Fundraising	50,342	-	50,342
Net loss on beneficial interest in asset held by community foundation (Notes 4 and 6)	2,295	-	2,295
	<u>782,754</u>	<u>-</u>	<u>782,754</u>
Total expenses and losses			
Change in net assets from operations	(15,400)	7,500	(7,900)
Contributions to Greater Round Rock Community Foundation	(24,500)	-	(24,500)
Change in net assets	(39,900)	7,500	(32,400)
Net assets:			
Beginning of year	1,334,048	-	1,334,048
End of year	<u>\$ 1,294,148</u>	<u>\$ 7,500</u>	<u>\$ 1,301,648</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENT OF ACTIVITIES**  
**YEAR ENDED SEPTEMBER 30, 2014**

	<u>Unrestricted</u>
Support, gains and revenue:	
Grants and contracts (Note 7)	\$ 384,734
Contributions	318,270
In-kind support (Note 8)	9,449
Special events	77,085
Medical exams	29,773
Interest	1,429
Net gain on beneficial interest in assets held by community foundation (Notes 4 and 6)	<u>16,629</u>
Total support, gains and revenue	<u>837,369</u>
Expenses:	
Program services:	
Client services	584,777
Support services:	
General and administrative	107,512
Fundraising	<u>66,107</u>
Total expenses	<u>758,396</u>
Change in net assets from operations	78,973
Contributions to Greater Round Rock Community Foundation	<u>(15,000)</u>
Change in net assets	63,973
Unrestricted net assets:	
Beginning of year	<u>1,270,075</u>
End of year	<u>\$ 1,334,048</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENTS OF CASH FLOWS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

	2015	2014
Cash flows from operating activities:		
Change in net assets	\$ (32,400)	\$ 63,973
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	46,862	39,636
Donation of property and equipment	-	(1,949)
Net change in beneficial interest in assets held by community foundation	4,528	(15,105)
(Increase) Decrease in:		
Accounts receivable - medical exams	4,310	(424)
Grants receivable	(5,483)	13,036
Prepaid expenses	(8,761)	1,000
Increase (Decrease) in:		
Accounts payable	(394)	(8,242)
Accrued liabilities	9,584	394
Deferred revenue	21,158	(15,000)
	39,404	77,319
Net cash flows from operating activities		
Net cash flows from investing activities:		
Contributions to Chisolm Trails Community Foundation	(73,500)	(45,000)
Purchase of property and equipment	(4,243)	(29,928)
	(77,743)	(74,928)
Net cash flows from investing activities		
Net increase (decrease) in cash and cash equivalents	(38,339)	2,391
Cash and cash equivalents:		
Beginning of year	493,902	491,511
	493,902	491,511
End of year	\$ 455,563	\$ 493,902

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED SEPTEMBER 30, 2015**

	Program	Support		Total
	Services	Services		
	Client	General and	Fundraising	
	Services	Administrative		
Personnel	\$ 436,490	\$ 78,138	\$ 24,249	\$ 538,877
Professional services	40,463	7,243	2,248	49,954
Supplies	15,291	2,737	850	18,878
Telephone	3,471	621	193	4,285
Postage	868	156	48	1,072
Occupancy	27,992	5,011	1,555	34,558
Printing and publications	4,188	749	233	5,170
Insurance	4,136	740	230	5,106
Training and meetings	34,533	6,182	1,918	42,633
Miscellaneous	10,378	1,857	577	12,812
Repairs and maintenance	3,494	626	194	4,314
Special events	-	-	15,938	15,938
Total expenses before depreciation	581,304	104,060	48,233	733,597
Depreciation	37,958	6,795	2,109	46,862
Total expenses	\$ 619,262	\$ 110,855	\$ 50,342	\$ 780,459

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED SEPTEMBER 30, 2014**

	Program Services	Support Services		
	Client Services	General and Administrative	Fundraising	Total
Personnel	\$ 422,291	\$ 77,639	\$ 24,655	\$ 524,585
Professional services	36,570	6,723	2,135	45,428
Supplies	20,007	3,678	1,168	24,853
Telephone	3,368	619	197	4,184
Postage	991	182	58	1,231
Occupancy	30,414	5,591	1,776	37,781
Printing and publications	3,023	556	176	3,755
Insurance	5,332	981	311	6,624
Training and meetings	22,146	4,072	1,293	27,511
Miscellaneous	7,745	1,424	452	9,621
Repairs and maintenance	983	181	57	1,221
Special events	-	-	31,966	31,966
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses before depreciation	552,870	101,646	64,244	718,760
Depreciation	<hr/> 31,907	<hr/> 5,866	<hr/> 1,863	<hr/> 39,636
Total expenses	<hr/> <u>\$ 584,777</u>	<hr/> <u>\$ 107,512</u>	<hr/> <u>\$ 66,107</u>	<hr/> <u>\$ 758,396</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of activities:**

Williamson County Children's Advocacy Center, Inc., a Texas nonprofit corporation (the Corporation), was incorporated May 1, 1997, and began operations October 1, 1997. The Corporation's mission is to provide a safe place to report child abuse, reduce the emotional trauma for children and non-offending family members, and extend professional services that protect the integrity of an investigation.

The Corporation receives grant funds from Williamson County, Children's Advocacy Centers of Texas, National Children's Alliance, United Way of Williamson County, the Office of the Governor - Criminal Justice Division, and certain cities within Williamson County as well as contributions from other cities within Williamson County and the general public.

**Basis of accounting and presentation:**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP). Net assets, revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions.

**Estimates:**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

**Cash and cash equivalents:**

Cash equivalents consist primarily of funds invested in short-term interest-bearing accounts. The Corporation considers all highly liquid investments purchased with initial maturities of three months or less to be cash equivalents.

**Property and equipment:**

Purchased property and equipment are recorded at cost. Donations of property and equipment are recorded as support at their estimated fair market value at the date of donation. Leasehold improvements are depreciated on the straight-line basis over 15 to 30 years. Furniture and equipment are depreciated on the straight-line basis over 4 to 10 years.

**Contributions:**

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increase those net asset classes. When a temporary restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**– CONTINUED**

**Donated services:**

Donated services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation.

**Public support, revenue and receivables:**

Williamson County Children's Advocacy Center, Inc. receives substantially all its grant and contract revenue from State and County agencies. Revenue recognition depends on the terms of the contract. Unconditional promises to give are recorded as received. Unconditional promises to give due in the next year are reflected as current promises to give and are recorded at their net realizable value. Unconditional promises to give due in subsequent years are reflected as long-term promises to give and recorded at the present value of their net realizable value, discounted using risk-free interest rates applicable to the years in which the promises are received. Accounts and grants receivable are considered past due based upon contractual terms of the underlying agreement. Any allowance for doubtful accounts is based on prior years' experience and management's analysis of possible bad debts.

**Income taxes:**

The Corporation is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and therefore has made no provision for federal income taxes in the accompanying financial statements. The Corporation has also been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(vi). There was no unrelated business income for the years ended September 30, 2015 and 2014.

Financial Accounting Standards Board Accounting Standards Codification (FASB ASC) Section 740 requires extensive disclosures about uncertain tax positions. The requirements of this standard are applicable to nonprofit organizations. The Corporation evaluates any uncertain tax positions using the provisions of FASB ASC 450. Accordingly, a loss contingency is recognized when it is probable that a liability has been incurred as of the date of the financial statements and the amount of the loss can be reasonably estimated. The amount recognized is subject to estimate and management's judgment with respect to the likely outcome of each uncertain tax position.

The Corporation does not believe that it has engaged in any situation that would result in an uncertain tax position. As a result, management does not believe that any uncertain tax positions currently exist and therefore, no loss contingency has been recognized in the accompanying financial statements. The Corporation's policy is to record any income tax related penalties and interest incurred as general and administrative expenses. There were no income tax related penalties and interest for the years ended September 30, 2015 and 2014.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
**– CONTINUED**

**Fair value measurements:**

FASB ASC 820-10 establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820-10 are described as follows:

Level 1 – Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date;

Level 2 – Inputs to the valuation methodology are other than quoted prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies; and

Level 3 – Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability including assumptions regarding risk.

**NOTE 2 – CONCENTRATION OF CREDIT RISK**

The Corporation has a master repurchase and over-night investment account (OIA) agreement with a bank. Funds transferred to the OIA at the end of each day are invested in government securities overnight and then, on the following business day, the principal and interest earned are deposited back in the Corporation's bank account. The invested funds are not insured by the Federal Deposit Insurance Corporation or Securities Investor Protection Corporation. The Corporation has not experienced any losses in this account.

**NOTE 3 – GRANTS RECEIVABLE**

Grants receivable are deemed to be fully collectible by management and are receivable in less than one year. As of September 30, 2015 and 2014, grants receivable consists of grants and contracts as follows:

	<u>2015</u>	<u>2014</u>
Office of Governor - Criminal Justice Division	\$ 11,667	\$ 11,667
Children's Advocacy Centers of Texas	16,895	11,412
National Children's Alliance	4,000	4,000
City of Cedar Park	7,500	-
City of Hutto	3,750	3,750
United Way of Williamson County	<u>-</u>	<u>7,500</u>
Total grants receivable	<u>\$ 43,812</u>	<u>\$ 38,329</u>

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 4 – BENEFICIAL INTEREST IN ASSETS HELD BY COMMUNITY FOUNDATION**

The Corporation has an endowment fund agreement with Chisholm Trail Community Foundation (CTCF) for which the Corporation is the sole named beneficiary (Note 6). Disbursements may be made at the discretion of the Corporation's Board of Directors and with CTCF's approval when the fund balance is in excess of \$10,000. CTCF retains the rights to modify any condition or restriction on the distribution of funds if in their sole judgment, such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with area charitable needs. The Corporation measures its beneficial interest in assets held by the community foundation at fair value on a recurring basis, which as of September 30, 2015 and 2014, totaled \$231,948 and \$162,976, respectively.

	2015		2014	
	Fair Value Measurements Using Input Type		Fair Value Measurements Using Input Type	
	Level 2	Total	Level 2	Total
	Portfolio investment pools	\$ 231,948	\$ 231,948	\$ 162,976

The Corporation's methodology used to measure the fair values of portfolio investment pools were derived from valuation of underlying assets held by CTCF.

**NOTE 5 – PROPERTY AND EQUIPMENT**

The following is a summary of property and equipment as of September 30, 2015 and 2014:

	2015	2014
Leasehold improvements	\$ 779,084	\$ 779,084
Furniture and equipment	152,164	147,921
Total	931,248	927,005
Less: Accumulated depreciation	(316,442)	(269,580)
Property and equipment, net	\$ 614,806	\$ 657,425

**NOTE 6 – NET ASSETS AND ENDOWMENT FUND**

As required by GAAP, net assets associated with endowment funds, including funds designated by the Corporation's board of directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions. Unrestricted funds were donated to the Corporation in prior years and the board of directors decided to designate the proceeds for establishment of an endowment with the CTCF in 2007 named the Williamson County Children's Advocacy Fund (WCCAC Fund) (Note 4). As of September 30, 2015 and 2014, the Corporation's board of directors had designated \$231,948 and \$162,976, respectively, of unrestricted net assets in the WCCAC Fund.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 6 – NET ASSETS AND ENDOWMENT FUND - CONTINUED**

The Corporation holds these funds with CTCF to preserve them for the long-term benefit of the Corporation. The Corporation wishes to maintain the original fair value of all gifts as of the date of the board designation absent explicit board stipulations to the contrary. As a result of this policy, the Corporation classifies as board designated net assets (a) the original value of board-designated gifts to this endowment, (b) the original value of subsequent board designated gifts to this endowment, and (c) accumulations to the endowment fund in excess of any distributions made. Certain accumulations to the endowment may be distributed to the Corporation upon recommendation of the finance committee of the board of directors, approval of the board of directors and as provided for in the agreement with CTCF.

The Corporation's policy was created to protect the value of the endowment. Its investment policy is conservative and minimizes risk and promotes diversification of funds when possible. The investment policy attempts to maximize the total return consistent with acceptable levels of risk. Endowment assets are invested with CTCF in a well-diversified asset mix that is intended to result in a consistent inflation-protected rate of return.

Actual returns in any given year may vary. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and strategies are managed by the CTCF so as to not expose the WCCAC fund to unacceptable levels of risk.

Changes in endowment net assets for the years ended September 30, 2015 and 2014 are as follows:

	<u>2015</u>	<u>2014</u>
Endowment net assets, beginning of year	\$ 162,976	\$ 102,871
Contributions by the Corporation	73,500	45,000
Investment returns and fees:		
Net unrealized investment gains/(losses), interest and dividends	(2,295)	16,629
Investment fees	<u>(2,233)</u>	<u>(1,524)</u>
Endowment net assets, end of year	<u>\$ 231,948</u>	<u>\$ 162,976</u>

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 7 – SUMMARY OF GRANTS AND CONTRACTS**

Williamson County Children's Advocacy Center, Inc. was funded through the following grants and contracts for the year ended September 30, 2015:

<u>Funding Source</u>	<u>Grant/Contract Period</u>	<u>Total Grant/ Contract</u>	<u>Recognized Support Prior Year</u>	<u>Recognized Support Current Year</u>	<u>Unused Balance on Grant/Contract</u>
Children's Advocacy Centers of Texas	09/01/14 - 08/31/15	\$ 144,409	\$ 11,412	\$ 132,997	\$ -
Children's Advocacy Centers of Texas	09/01/15 - 08/31/16	146,992	-	16,895	130,097
National Children's Alliance	01/01/15 - 12/31/15	9,000	-	9,000	-
United Way of Williamson County	07/01/14 - 06/30/15	30,000	7,500	22,500	-
City of Hutto	10/01/14 - 09/30/15	15,000	-	15,000	-
Office of Governor - Criminal Justice Division	09/01/14 - 08/31/15	140,000	11,667	128,333	-
Office of Governor - Criminal Justice Division	09/01/15 - 08/31/16	326,966	-	11,667	315,299
City of Round Rock	10/01/14 - 09/30/15	30,000	-	30,000	-
Georgetown Health Foundation	07/01/14 - 06/30/15	30,000	7,500	22,500	-
Georgetown Health Foundation	07/01/15 - 06/30/16	50,000	-	<u>12,500</u>	37,500
Total				<u>\$ 401,392</u>	

Deferred revenue related to these grants and contracts totaled \$37,500 at September 30, 2015.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 7 – SUMMARY OF GRANTS AND CONTRACTS - CONTINUED**

Williamson County Children's Advocacy Center, Inc. was funded through the following grants and contracts for the year ended September 30, 2014:

<u>Funding Source</u>	<u>Grant/Contract Period</u>	<u>Total Grant/ Contract</u>	<u>Recognized Support Prior Year</u>	<u>Recognized Support Current Year</u>	<u>Unused Balance on Grant/Contract</u>
Children's Advocacy Centers of Texas	09/01/13 - 08/31/14	\$ 136,392	\$ 15,570	\$ 120,822	-
Children's Advocacy Centers of Texas	09/01/14 - 08/31/15	144,409	-	11,412	132,997
National Children's Alliance	01/01/14 - 12/31/14	9,000	-	9,000	-
United Way of Williamson County	07/01/13 - 06/30/14	30,000	7,500	22,500	-
United Way of Williamson County	07/01/14 - 06/30/15	30,000	-	7,500	22,500
City of Hutto	10/01/13 - 09/30/14	15,000	-	15,000	-
Office of Governor - Criminal Justice Division	09/01/13 - 08/31/14	140,000	10,167	129,833	-
Office of Governor - Criminal Justice Division	09/01/13 - 08/31/14	140,000	-	11,667	128,333
City of Round Rock	10/01/13 - 09/30/14	24,000	12,000	12,000	-
Georgetown Health Foundation	08/01/13 - 07/30/14	50,000	12,500	37,500	-
Georgetown Health Foundation	07/01/14 - 06/30/15	30,000	-	<u>7,500</u>	22,500
Total				<u>\$ 384,734</u>	

Deferred revenue related to these grants and contracts totaled \$22,500 at September 30, 2014.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 8 – IN-KIND SUPPORT**

The value of donated services and goods and the corresponding expenditures included in the financial statements for the years ended September 30, 2015 and 2014, are as follows:

	2015	2014
In-kind support	\$ 4,300	\$ 9,449
In-kind expenditures:		
Purchase of furniture and equipment	\$ -	\$ 1,949
Expenses:		
Professional services	\$ 4,200	\$ 5,500
Miscellaneous	100	2,000
Total	\$ 4,300	\$ 7,500

**NOTE 9 – COMMITMENTS**

On October 3, 2006, the Corporation and Williamson County (the County) entered into a Memorandum of Understanding (MOU) that will remain in effect until October 2, 2035, unless terminated on an earlier date by mutual written agreement. The Corporation entered into a lease agreement with the County for two acres of land on which a new building was constructed using \$500,000 of County funds. The Corporation used \$745,377 of its funds to complete building construction which is included in leasehold improvements (Note 5). Per the MOU, the Corporation engages in activities on these premises that are in accordance with its mission and in compliance with Article III, section 52 of the Texas Constitution.

The thirty year lease agreement with the County for two acres of land with its improvements was signed on October 3, 2006, and includes monthly lease payments of \$2,000 commencing upon occupancy of the new building in October, 2007. Lease expense of \$24,000 is included in occupancy on the statement of functional expenses. The lease agreement may be extended for no more than two additional ten (10) year terms. Per the MOU, the County further agreed to allow the Corporation, at its choice, to acquire the leased premises, with its improvements, at or before the end of the lease term, conditioned upon the Corporation fulfilling all the terms and conditions stated in the MOU and lease agreement. The sales price as set forth in the MOU would be the fair market value of the land at date of conveyance less (1) fifty percent (50%) of the fair market value of the land at date of conveyance and (2) all lease payments made to date.

**WILLIAMSON COUNTY CHILDREN'S ADVOCACY CENTER, INC.**  
**(A NONPROFIT CORPORATION)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEARS ENDED SEPTEMBER 30, 2015 AND 2014**

**NOTE 9 – COMMITMENTS – CONTINUED**

At September 30, 2015, future minimum lease payments are as follows:

September 30,		
2016	\$	24,000
2017		24,000
2018		24,000
2019		24,000
2020		24,000
Thereafter		<u>408,000</u>
Total minimum future rental payments	\$	<u>528,000</u>

**NOTE 10 – DATE OF MANAGEMENT EVALUATION OF SUBSEQUENT EVENTS**

Management has evaluated subsequent events through February 23, 2016, the date on which the financial statements were available to be issued.

**GOVERNMENTAL AUDIT INFORMATION**



BROWN, GRAHAM & COMPANY  
PROFESSIONAL CORPORATION  
CERTIFIED PUBLIC ACCOUNTANTS

13809 Research Blvd., Suite 305 • Austin, Texas 78750  
512-257-8078 • Fax 512-257-8091 • www.bgc-cpa.com

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Williamson County Children's Advocacy Center, Inc.  
Georgetown, Texas

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Williamson County Children's Advocacy Center, Inc. (a nonprofit corporation) (the Corporation) as of and for the year ended September 30, 2015, and the related notes to the financial statements, and have issued our report thereon dated February 23, 2016.

***Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Corporation's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Corporation's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Brown, Graham & Company, P.C.*

Austin, Texas  
February 23, 2016



**Executive Summary**

**September 15, 2016**

**Council Agenda Subject:** Authorize Funding Agreement with Opportunities for Williamson & Burnet Counties, Inc.

**Background:** Section 13.05 of the City's Home Rule Charter states that a written contract for services shall be executed prior to any nonprofit, community service organization receiving city funds. Such contracts shall establish the terms, conditions and services to be provided, and shall require an annual audit of the nonprofit organization. The OWBC (formerly WBCO) requested an increase in support to \$10,000 but the proposed budget includes the \$5,000 that the City has historically provided.

According to OWBC, they currently have 38 home delivered meal clients and 58 congregate clients that attend the senior center.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** \$5,000 as provided for in the FY 2016-17 Budget

**Recommendation:** Approval

**Attachments:** Agreement; 2017 Request

**Prepared by:** Robert G. Powers, Finance Director



**OPPORTUNITIES**  
for Williamson & Burnet Counties  
Paths to Independence

July 5, 2016

Robert G. Powers  
Finance Director, City of Leander  
200 West Willis  
Leander, Texas 78641

Dear Mr. Powers,

Thank you for the City of Leander's request for the Williamson Burnet Counties Opportunities, Inc. proposal, and for your consideration for funding. The organization has undergone many wonderful changes, the first of those being a rebrand and name change as we are now doing business as Opportunities for Williamson & Burnet Counties, (OWBC). Our outreach and awareness programs have led to many new as well as continued partnerships with local community organizations, civic groups, local governments, and funders.

OWBC appreciates the City's history of contribution, collaboration, and support of the Opportunities Meals on Wheels Program which continues to provide local seniors with our much needed service. The past funding donations have allowed us to continue to expand and provide this much needed service. For the 2016/2017 fiscal year OWBC respectfully requests funding in the amount of \$10,000 from the City of Leander.

The Opportunities Meals on Wheels has proudly delivered and served nutritious meals to local elderly clients for over 36 years, and looks forward to doing so well into the future. The program provides hot, freshly prepared, nutritious noontime meals that meet at least 1/3 of the RDA requirements. Recipients of these meals include homebound seniors as well as at seniors who come to eat in a congregate setting. Our meals are delivered to homebound clients by caring volunteers who provide not only a meal, but critical social contact to many seniors who have limited societal interaction.

The Opportunities Meals on Wheels/Senior Nutrition Program allows for local seniors to "age in place", thus being able to stay in their own homes, with their belongings and in the comfort of the community in which they are familiar. In 2015 the program delivered over 118,000 meals in Williamson County, and we currently have 38 seniors registered in the Leander area for home delivered meals. At the cost of \$7.00 per meal multiplied by an average of 260 meals served per year/per individual, this calculates to \$69,160.00 for home delivered meals in Leander and the immediate surrounding area (not including Cedar Park). Leander is also one of five congregate sites serving noontime meals Monday – Friday. Although attendance varies there are 58 seniors currently registered for the congregate meals. With funding of \$10,000.00 our program would be able to provide over 1400 meals. In order for the program to maintain and continue to provide this service it is critical to have ongoing and continued community support. The number of local seniors expected to be in need of our service is only anticipated to rise due to the increased longevity of life, the rising costs of health care and medications, and the rising cost of living. Our service is provided at minimal cost to clients with no senior ever being turned away for inability to pay.

We look forward to hearing from the City, and if there is anything more you need, please feel free to contact me.

Sincerely,

Diana Phillips  
Executive Director  
(512) 763-1400

COUNTY OF WILLIAMSON §

STATE OF TEXAS §

### **FUNDING AGREEMENT**

This **INTERLOCAL COOPERATION AGREEMENT** (“Agreement”) is executed by and between **OPPORTUNITIES FOR WILLIAMSON & BURNET COUNTIES, INC.**, 604 High Tech Drive Georgetown, Texas 78626, hereinafter referred to as “WBCO”, and the **CITY OF LEANDER**, Texas, a home rule municipal corporation organized under the laws of the State of Texas, hereinafter referred to as the “City”, P.O. Box 319, Leander, Texas 78646, acting by and through their duly authorized representatives.

**WHEREAS**, the City of Leander is a local government as defined in 791.003 of the Texas Government Code, and

**WHEREAS**, WBCO is a Texas non-profit corporation that provides the services described herein to the Leander community, and

**WHEREAS**, both WBCO and the City desire to enter into this Agreement to provide for the use of funds granted by the City for the benefit of the Leander community;

**NOW, THEREFORE**, for and in consideration of the covenants, conditions and undertakings hereinafter described, and the benefits to accrue to the citizens of the City, the parties contract, covenant and agree to provide certain governmental services and functions as follows:

**Section 1. Assistance.** The City of Leander will provide assistance to the WBCO to be used for the Meals-On-Wheels Program located at 351 N. Bagdad, Leander, Texas, 78641, for services to the Leander community, including but not limited to providing meals to participants aged 60 and older, or disabled persons, in an amount not to exceed \$5,000 (the “Grant”) for the term of this Agreement.

**Section 2. Conflict of Interests.** WBCO covenants and agrees that it presently has no interest and will not acquire, direct or indirect, an interest, which conflicts with its efficient, diligent faithful performance of the terms of this contract and agreement. This agreement shall not be assigned or transferred by WBCO without prior written consent of the City.

**Section 3. Agreement Period.** This Agreement shall commence on October 1, 2016, and shall continue in effect until September 30, 2017 unless terminated in writing by the City or the WBCO by giving thirty days notice of termination to the other party. In the event of early termination by WBCO, the WBCO shall repay the City a pro rata share of the Grant, prorated over the one-year term of this Agreement. Terms governing repayment of the Grant shall survive the term of this Agreement until fulfilled.

**Section 4. Reporting.** The WBCO will provide the city with an annual report on the use of the funds or credit allocated to them by September 1 of each year, which funds shall be used for the Meals-On-Wheels program located at 351 N. Bagdad, Leander, Texas 78641. The report shall include the number of City of Leander citizens who have benefited directly from the donation as well as a general statement of the use of the funds.

**Section 5. Repayment of Funds.** WBCO shall repay the City the Grant, less any reductions as provided in this subsection, within ten (10) days of notice by the City in the event that WBCO fails to use the Grant as provide in this Agreement. For each quarter that WBCO uses the Grant as provided in this Agreement, WBCO's obligation to repay the Grant shall be reduced by \$1,250.00.

**Section 6. Amendments and Modifications.** This Agreement may not be amended or modified except in writing executed by the City and the WBCO and authorized by both parties.

**Section 7. Captions.** The descriptive captions of this Agreement are for informational purposes only and shall in no way limit or effect the terms or conditions of the paragraphs.

**Section 8. Severability.** The sections, paragraphs, clauses and phrases of this Agreement are severable and, if any phrase, clause, sentence, paragraph, or section of the Agreement should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, or paragraphs, and sections of this Agreement.

**IN WITNESS WHERE OF**, the parties hereto have executed this Agreement by their duly authorized agents and officers.

**SIGNED AND APPROVED** this the \_\_\_\_ day of September, 2016.

CITY OF LEANDER

WBCO

\_\_\_\_\_  
Christopher Fielder, Mayor

\_\_\_\_\_  
Diana Phillips, Executive Director

ATTEST:

\_\_\_\_\_  
Debbie, Haile, City Secretary



**Executive Summary**

**September 15, 2016**

---

**Agenda Subject:** Zoning Case 16-TOD-Z-018: Consider action on the rezoning of a lot generally located to the southwest of the intersection of Amanda's Way and CR 276; legally described as Lot 1B, Wiley Creek Estates, Phase 1 Replat; being 2.5016 acres more or less; WCAD Parcel R507158. Currently, the property is zoned PUD/TOD (Planned Unit Development/Transit Oriented Development) and the applicant is proposing to amend the PUD to designate the base zoning district as SFS-2-A (Single-Family Suburban) as permitted by the SmartCode, Leander, Williamson County, Texas.

**Background:** This request is the final step in the rezoning process.

**Origination:** Applicant/Agent: Ruben and Patricia Moreno.

**Financial Consideration:** None

**Recommendation:** See Planning Analysis. The Planning & Zoning Commission recommendation will be available at the meeting.

- Attachments:**
1. Planning Analysis
  2. Current Zoning Map
  3. Future Land Use Map
  4. Proposed Zoning Map
  5. Aerial Map
  6. Notification map
  7. PUD Notes and Conceptual Site Layout & Land Use Plan
  8. Letter of Intent
  9. Ordinance

**Prepared By:** Tom Yantis, AICP  
Assistant City Manager

08/23/2016



## PLANNING ANALYSIS

### ZONING CASE 16-TOD-Z-018 WILEY CREEK ESTATES PUD

#### GENERAL INFORMATION

- Owner:** Ruben and Patricia Moreno
- Current Zoning:** PUD/TOD (Planned Unit Development/Transit Oriented Development)
- Proposed Zoning:** PUD/TOD (Planned Unit Development/Transit Oriented Development) with a base zoning district of SFS-2-A (Single-Family Suburban)
- Size and Location:** The property is generally located to the southwest of the intersection of Amanda's Way and CR 276 and includes 2.5 acres, more or less.
- Staff Contact:** Robin M. Griffin, AICP  
Senior Planner

#### ABUTTING ZONING AND LAND USE:

The table below lists the abutting zoning and land uses.

	ZONING	LAND USE
NORTH	PUD/TOD	Established Single-Family Home
EAST	PUD/TOD	Undeveloped Property
SOUTH	PUD/TOD	Established Single-Family Home
WEST	PUD/TOD	Undeveloped Property

<b>COMPOSITE ZONING ORDINANCE &amp; SMARTCODE INTENT STATEMENTS</b>
---

**PUD/TOD – PLANNED UNIT DEVELOPMENT/TRANSIT ORIENTED DEVELOPMENT:**

The purpose and intent of the Planned Unit Development (PUD) district is to design unified standards for development in order to facilitate flexible, customized zoning and subdivision standards which encourage imaginative and innovative designs for the development of property within the City. The intent of this zoning request is to provide for the design of a development which permits a mixed-residential community. The intent of this zoning district is to cohesively regulate the development to assure compatibility with adjacent single-family residences, neighborhoods, and commercial properties within the region.

**CONVENTIONAL ZONE:**

The Conventional Development Sector allows conventional single-use and mixed-use development with some basic design standards to provide a transition to adjacent neighborhoods and pedestrian-oriented communities, and for the possibility of future retrofit of the area to a more pedestrian-oriented pattern.

**USE COMPONENT**

**SFS – SINGLE FAMILY SUBURBAN:**

*Features:* 9,000 sq. ft. lot min.; 1,500 sq. ft. living area min.

*Intent:* Development of single-family detached dwellings on intermediate suburban standard sized lots and for other compatible and complimentary uses. The purpose of this component is to provide regulations to maintain and protect the City's single-family residences and neighborhoods in areas with intermediate lot sizes.

**SITE COMPONENT**

**TYPE 2:**

*Features:* Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 35% of units with an enclosed garage parking space.

*Intent:*

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.

**ARCHITECTURAL COMPONENT**

**TYPE A:**

*Features:* 85% masonry; 5 or more architectural features.

*Intent:*

- (1) The Type A architectural component is intended to be utilized for high quality developments or to provide variety as an additional option for portions of a residential development and may be utilized in or adjacent to single-family uses.
- (2) This component is intended to be utilized for single-family development that backs up to, or sides to, a major thoroughfare.
- (3) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions by applying this component to a less restrictive use or site component adjacent to a more restrictive use or site component. This standard may be utilized to help ensure compatibility for non-residential uses, multi-family, two-family, townhouse or small lot residential development with adjacent property that is more restricted.
- (4) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (5) This component may be utilized for any high profile development, for any property in a prominent location or at an important gateway to the community.
- (6) This component is not intended to become an involuntary standard for the majority of a single-family subdivision, especially with SFR, SFE, SFS, SFU and SFC components.

**COMPREHENSIVE PLAN STATEMENTS:**

The following Comprehensive Plan statements may be relevant to this case:

- Create strong neighborhoods with a variety of housing choices.
- Encourage a range of housing types at a variety of price points.
- Neighborhood Residential is intended to accommodate a variety of housing types. The density and mix of housing types is dependent on a number of suitability factors including environmental constraints (such as steep topography and floodplain), the availability of sewer infrastructure, proximity to neighborhood and community centers, existing and planned parks and recreation sites, schools, and the road network.

**ANALYSIS:**

The applicant is requesting an amendment to the PUD/TOD (Planned Unit Development/Transit Oriented Development) district in to order to develop a single-family home at this location. The surrounding properties are all designated as Conventional District within the TOD (Transit Oriented Development). The properties to the north and south are developed as single-family homes. The properties to the west and east are undeveloped.

The proposed base zoning for this PUD is SFS-2-A (Single-Family Suburban). This use component permits the development of single-family homes with a minimum lot width of seventy (70') feet.

The Type A Architectural Component requires that 85% of all walls are comprised of masonry. In addition, five architectural features are required.

The Conventional Development (CD) Sector Standards will apply to this project. US 183 is designated as a B-Street and 183A Toll is designated as a C-Street. These standards are listed below.

Specific to Lots and Buildings in Residential Zoning Districts

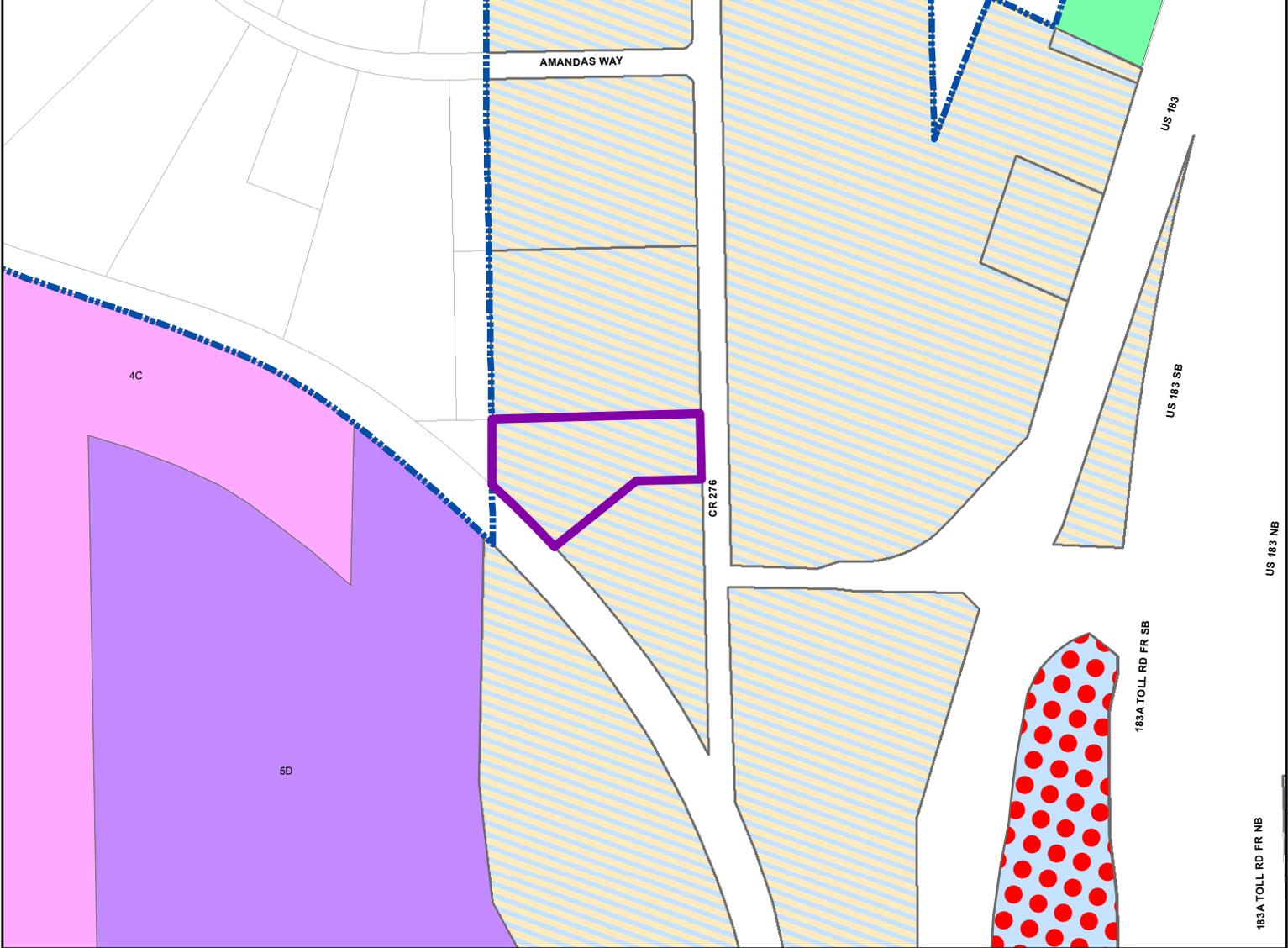
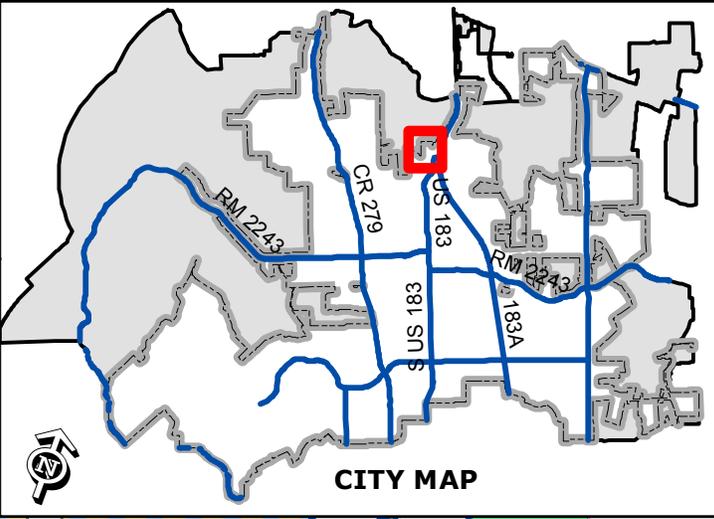
- a. All residential buildings shall meet the Type A Architectural Component of the Composite Zoning Ordinance.
- b. A minimum overall gross density of 4 units per acre shall be required.
- c. Any residential lot narrower than 50 feet shall not have driveway access from the front of the lot and must provide parking access from a rear alley. The Planning Director may waive this requirement if unusual conditions are found such as steep slopes or other restrictive topography, floodplains, existing and incompatible adjacent development or other similar features.

This property is located within the Neighborhood Residential Land Use category as identified by the Future Land Use Plan. The intent of this category is to accommodate a variety of housing types. The density and mix of housing types is dependent on a number of suitability factors including environmental constraints (such as steep topography and floodplain), the availability of sewer infrastructure, proximity to neighborhood and community centers, existing and planned parks and recreation sites, schools, and the road network.

**STAFF RECOMMENDATION:**

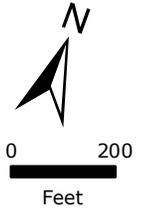
Staff recommends approval of the requested TOD/PUD amendment to designate the base zoning district of SFS-2-A (Single-Family Suburban). This request meets the intent statements of the Composite Zoning Ordinance and the goals of the Comprehensive Plan.

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the official ordinance for zoning verification. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.

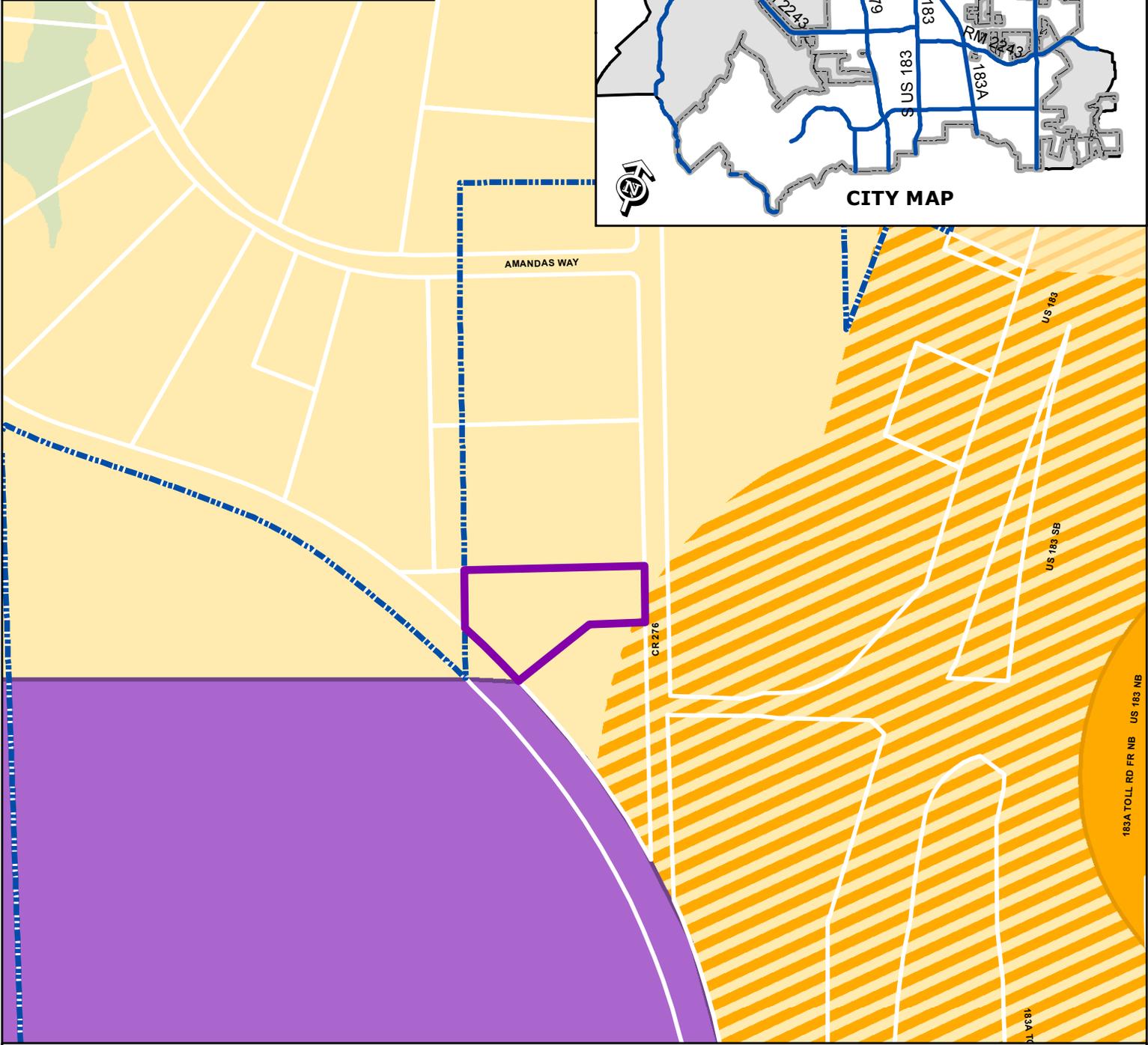
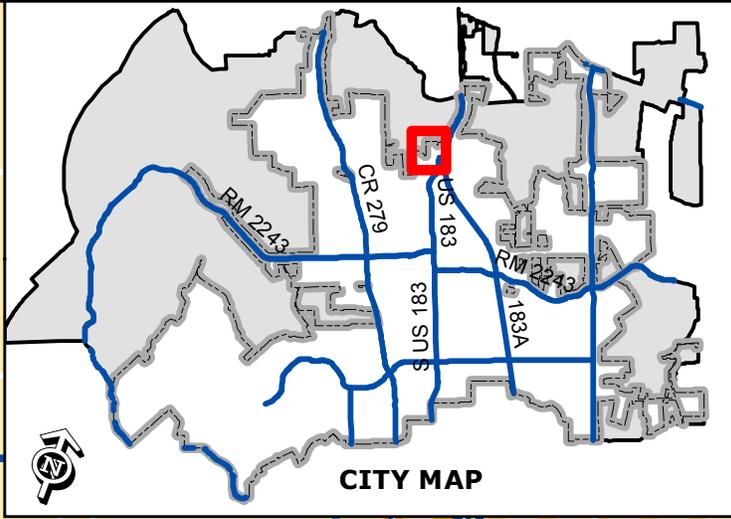


**ZONING CASE 16-TOD-Z-018 Attachment #2** Current Zoning Map - Wile Creek Estates

- |   |   |  |  |  |
|---|---|--|--|--|
|  Subject Property |  SFR |  SFL    |  LO |  PUD - Commercial    |
|  City Limits      |  SFE |  SFT    |  LC |  PUD - Mixed Use     |
|   |  SFS |  SFU/MH |  GC |  PUD - Multi-Family  |
|   |  SFU |  TF     |  HC |  PUD - Townhomes     |
|   |  SFC |  MF     |  HI |  PUD - Single-Family |



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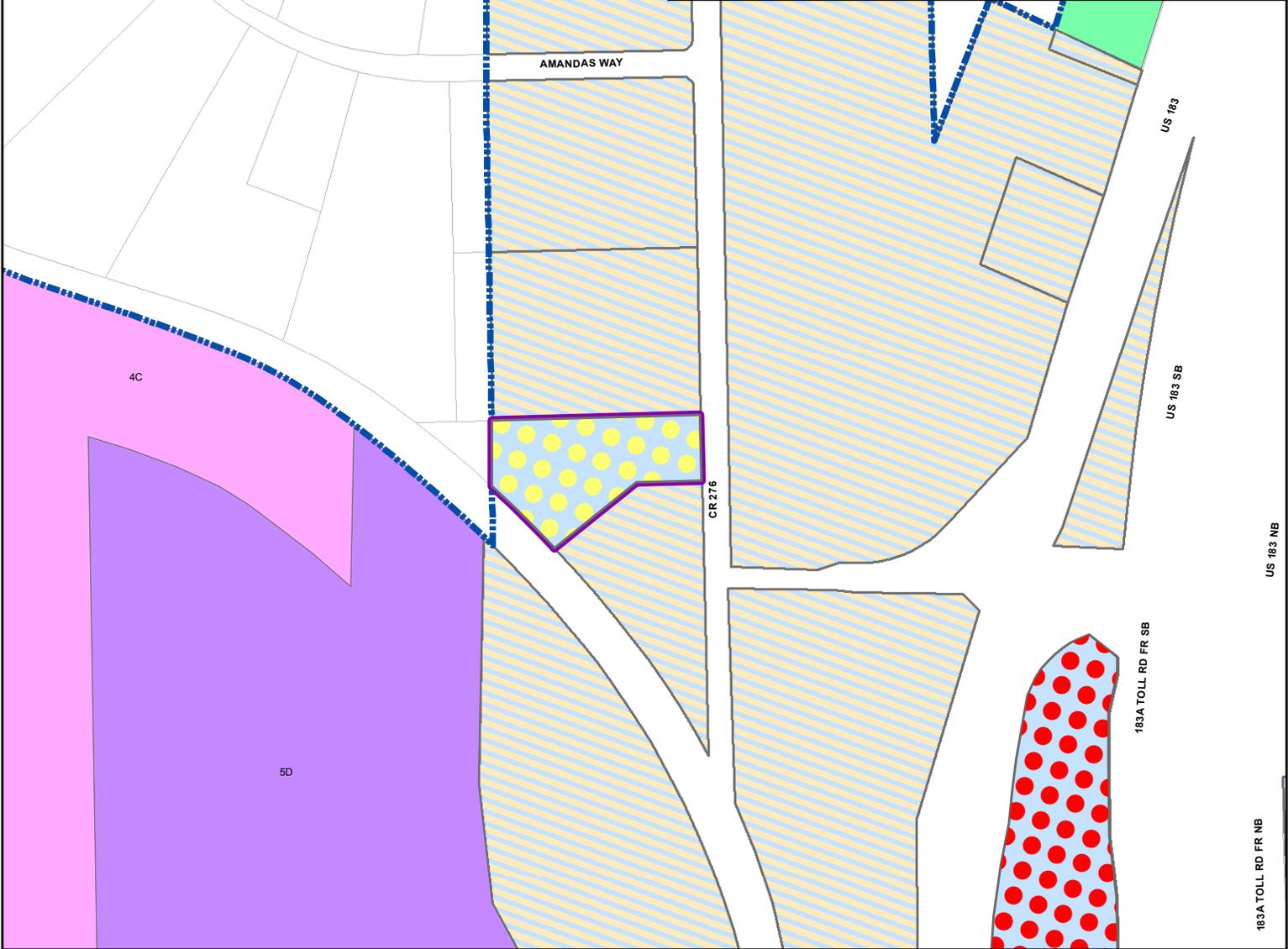
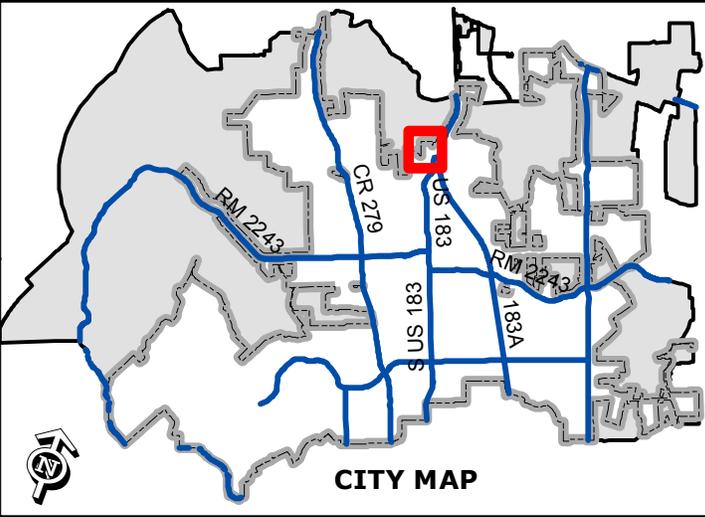


**ZONING CASE 16-TOD-Z-018 Attachment #3** Future Land Use Map - Wiley Creek Est

 Subject Property	 Commercial Corridor	 Transit Supportive Mixed Use
 City Limits	 Neighborhood Center	 Station Area Mixed Use
 Open Space	 Community Center	 Old Town Mixed Use
 Mixed Use Corridor	 Activity Center	 Employment Mixed Use
	 Industrial District	
	 Neighborhood Residential	

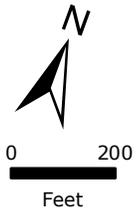

  


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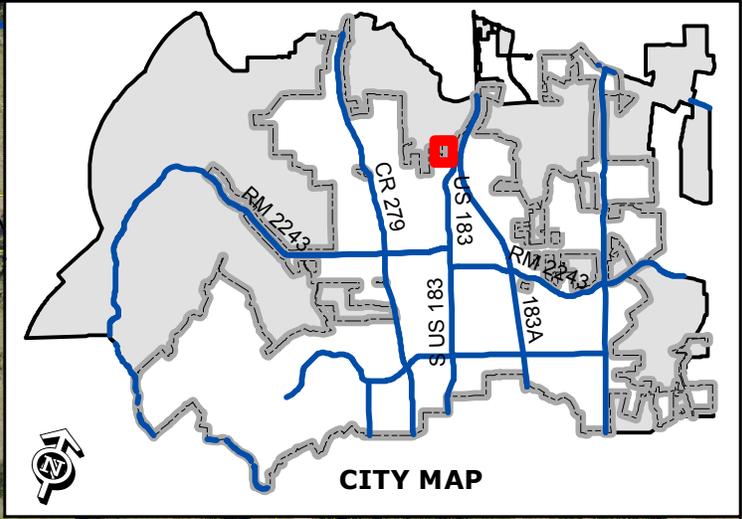
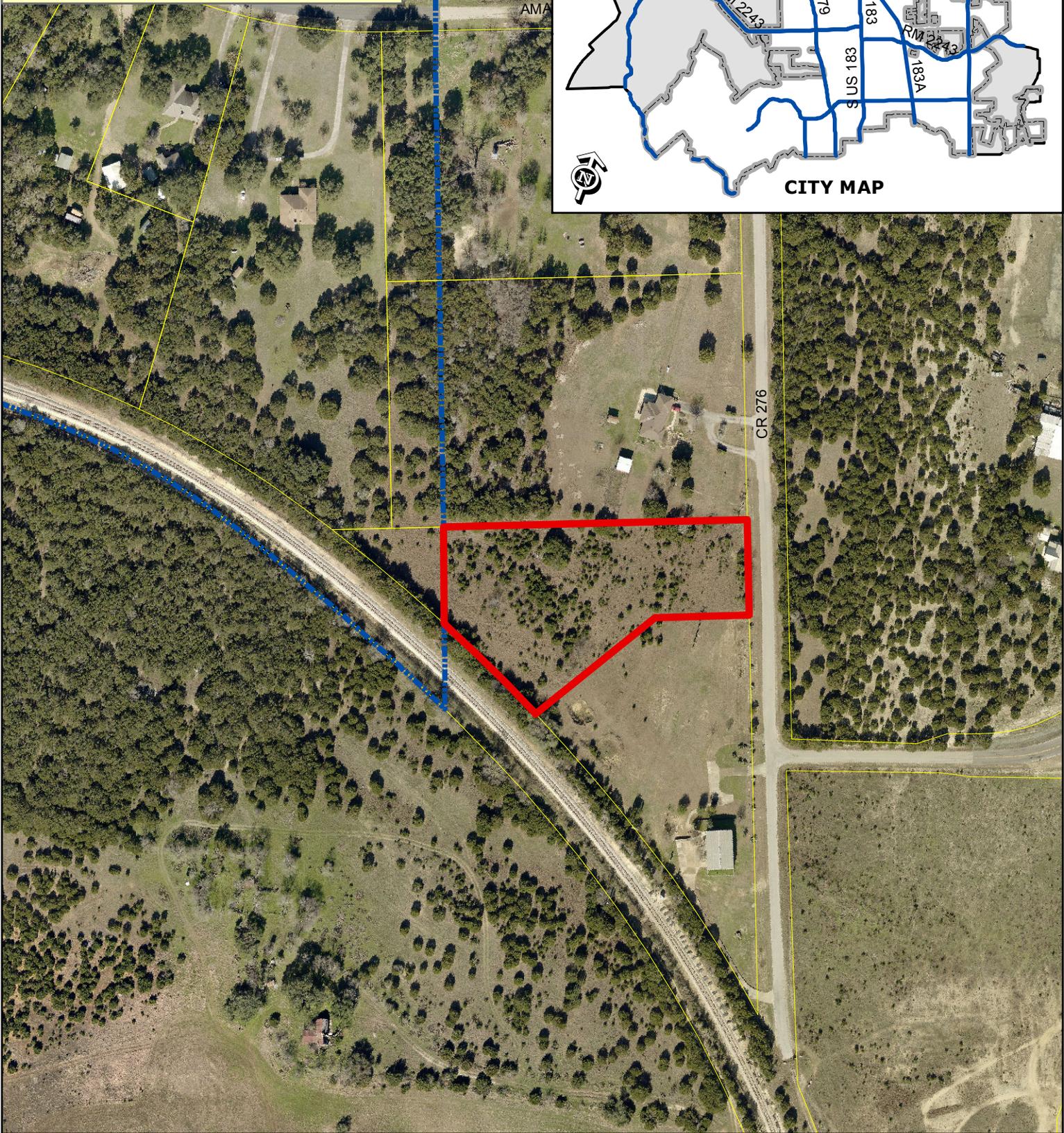


**ZONING CASE 16-TOD-Z-018 Attachment #4** Proposed Zoning Map - Wiley Creek Estates

	Subject Property		SFR		SFL		LO		PUD - Commercial
	City Limits		SFE		SFT		LC		PUD - Mixed Use
			SFS		SFU/MH		GC		PUD - Multi-Family
			SFU		TF		HC		PUD - Townhomes
			SFC		MF		HI		PUD - Single-Family



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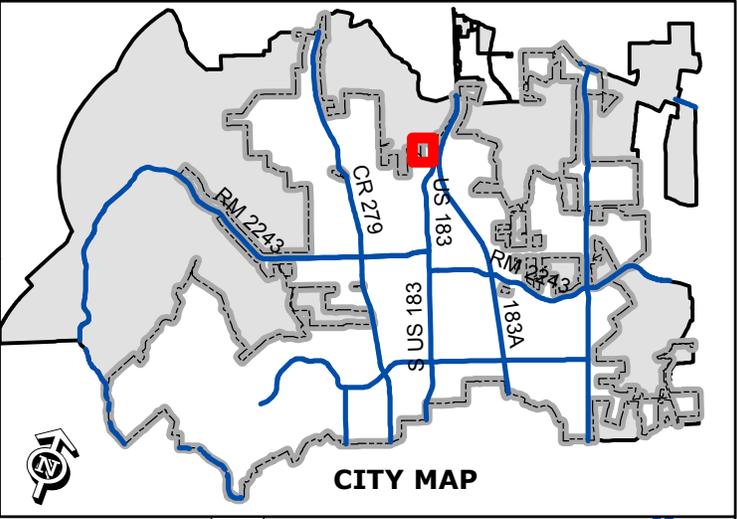
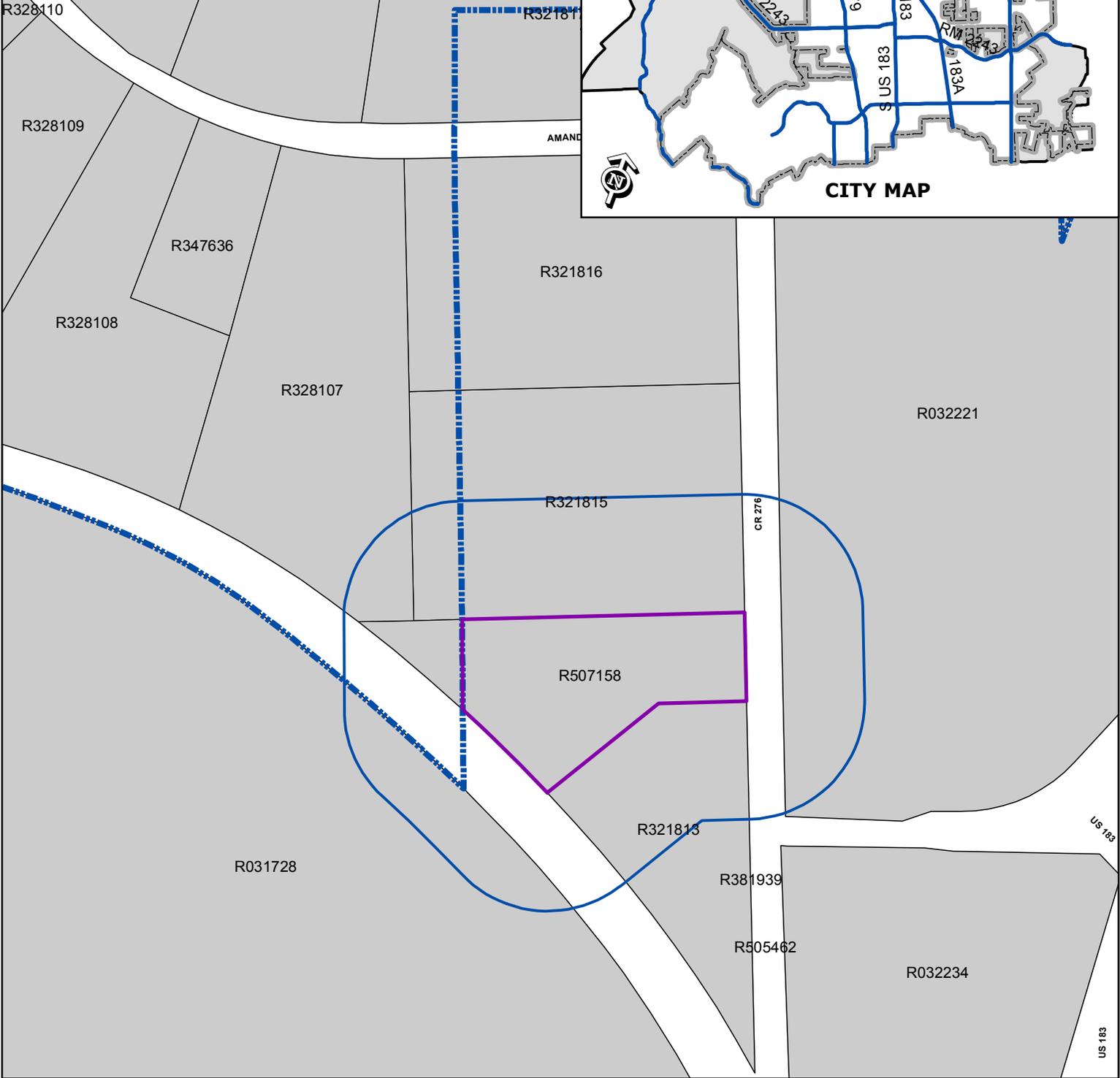
# ZONING CASE 16-TOD-Z-016 Attachment #6

Aerial Exhibit - Approximate Boundaries  
Wiley Creek Estates PUD



-  Subject Property
-  City Limits

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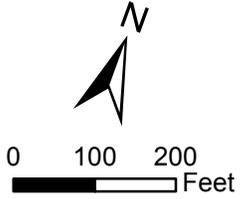


**ZONING CASE 16-TOD-Z-018**

**Attachment # 4**

Notification Map  
Wiley Creek Estates

-  Public Notification Boundary
-  Subject Property
-  City Limits
-  WCAD Parcels



## **EXHIBIT A**

### ***Lot 1 B, Wiley Creek Estates PUD***

#### **A. Purpose and Intent**

The Lot 1B, Wiley Creek Estates PUD is composed of approximately 2.5016 acres, as described in Exhibit C (Plat). The development of this property is planned as a single-family development.

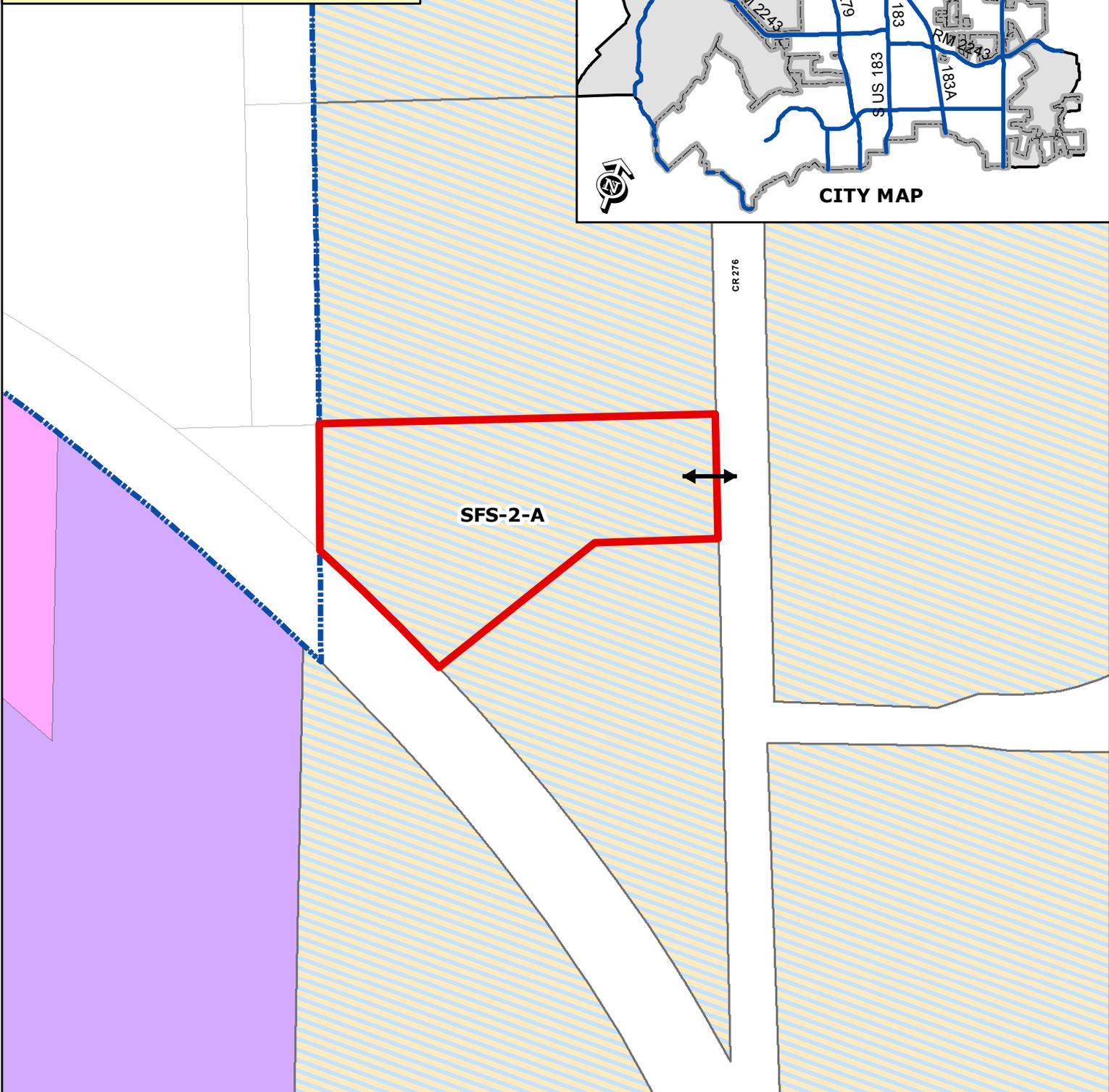
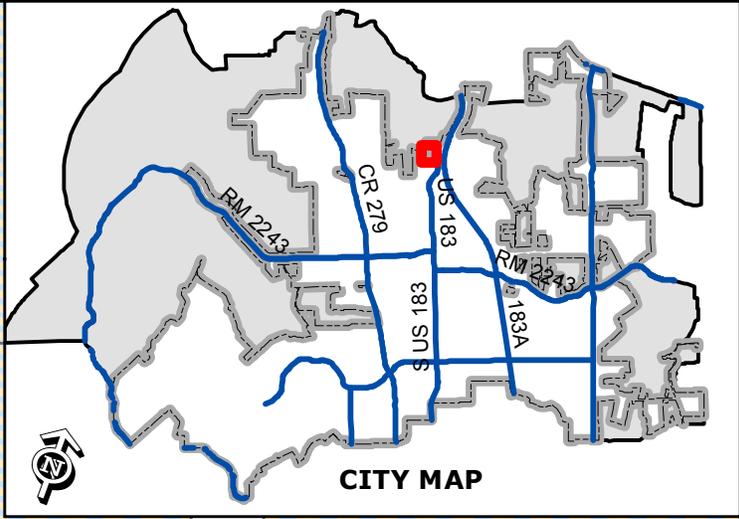
#### **B. Applicability and Base Zoning**

1. All aspects regarding the development of this PUD shall comply the City of Leander Composite Zoning Ordinance and the Conventional Development (CD) Sector Standards, except as established in this exhibit, titled Exhibit A.
2. For the purpose of establishing development standards for the PUD, the SFS-2-A (Single-Family Suburban) base zoning district has been selected from the Leander Composite Zoning Ordinance for the proposed commercial development.

#### **C. Conceptual Site Layout and Land Use Plan**

Exhibit B (attached) is a conceptual site layout and land use plan intended to visually convey the proposed location of the residential development. This plan does not constitute plat or site plan approval.

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the official ordinance for zoning verification. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



### ZONING CASE 16-TOD-Z-018

### Exhibit B Conceptual Site Layout & Land Use Plan

Lot 1B, Wiley Creek Estates PUD  
This Plan is conceptual. All applicable City Ordinances shall apply unless otherwise noted in the PUD Notes

 Subject Property  
 City Limits

  
0  200  
Feet

STATE OF TEXAS \*
COUNTY OF WILLIAMSON \*
KNOW ALL MEN BY THESE PRESENTS:

LOT 1, WILEY CREEK ESTATES PHASE ONE REPLAT

THAT WE, Kelly Allen Taylor and Victoria Taylor, owners of 5.00 acres of land out of the Charles Cochran League, Abstract No. 134, located within the City of Leander, Williamson County, Texas as conveyed to us in and under Document No. 199983680, of the Official Public Records of Williamson County, Texas, same being all of Lot 1, WILEY CREEK ESTATES PHASE ONE, as recorded in Cabinet "J", Slides 238 & 239, of the Plat Records of Williamson County, Texas, and as shown hereon do hereby amend said 5.00 acres of land and do adopt this plat as our amended plat to be known as "Lot 1, Wiley Creek Estates Phase One Replat", and do dedicate to the public the use of all streets and easements as shown hereon.

WITNESS MY HAND, this the \_\_\_ day of \_\_\_, 2010, A.D.

Kelly Allen Taylor
1703 Laurel Lane
Leander, TX 78641
Victoria Taylor
1703 Laurel Lane
Leander, TX 78641

BEFORE ME, the undersigned authority personally appeared Kelly Allen Taylor and Victoria Taylor, known to me to be the persons whose names are sworn and subscribed to this instrument, and acknowledged to me that they have executed the same for the purpose and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_ DAY OF \_\_\_, 2010, A.D.

Notary Public, State of Texas Printed Name

Expiration Date



STATE OF TEXAS, COUNTY OF WILLIAMSON:

I, William C. Stewart am authorized under the laws of the State of Texas to practice the profession of land surveying and do hereby certify that this plat was prepared from an actual and accurate on-the-ground survey of the land shown hereon, that this survey was completed in compliance with the minimum standards of practice as promulgated by the Texas Board of Professional Land Surveying, that the corner monuments shown hereon were properly placed under my direction and supervision and that this plat complies with the Leander Subdivision Ordinance of the City of Leander, Texas.

William C. Stewart
10-15-09
Registered Professional Land Surveyor
No. 5785
Date of Field Survey: March 28, 2009



Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County, Williamson County Flood Regulations, and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County & Cities Health District and Williamson County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

Steve Williams, Director of Environmental Services, City of Leander, Texas, dated 23 July 2010.

Approved this day the 12 day of August, 2010 A.D. at a public meeting of the Planning and Zoning Commission of the City of Leander, Texas and authorized to be filed for record by the County Clerk of Williamson County.

Mark Bell, Chair, Planning and Zoning Commission, City of Leander, Texas. Ellen Inzlate, Secretary, Planning and Zoning Commission, City of Leander, Texas.

This Subdivision is within the city limits of Leander the 12th day of August, 2010 A.D.

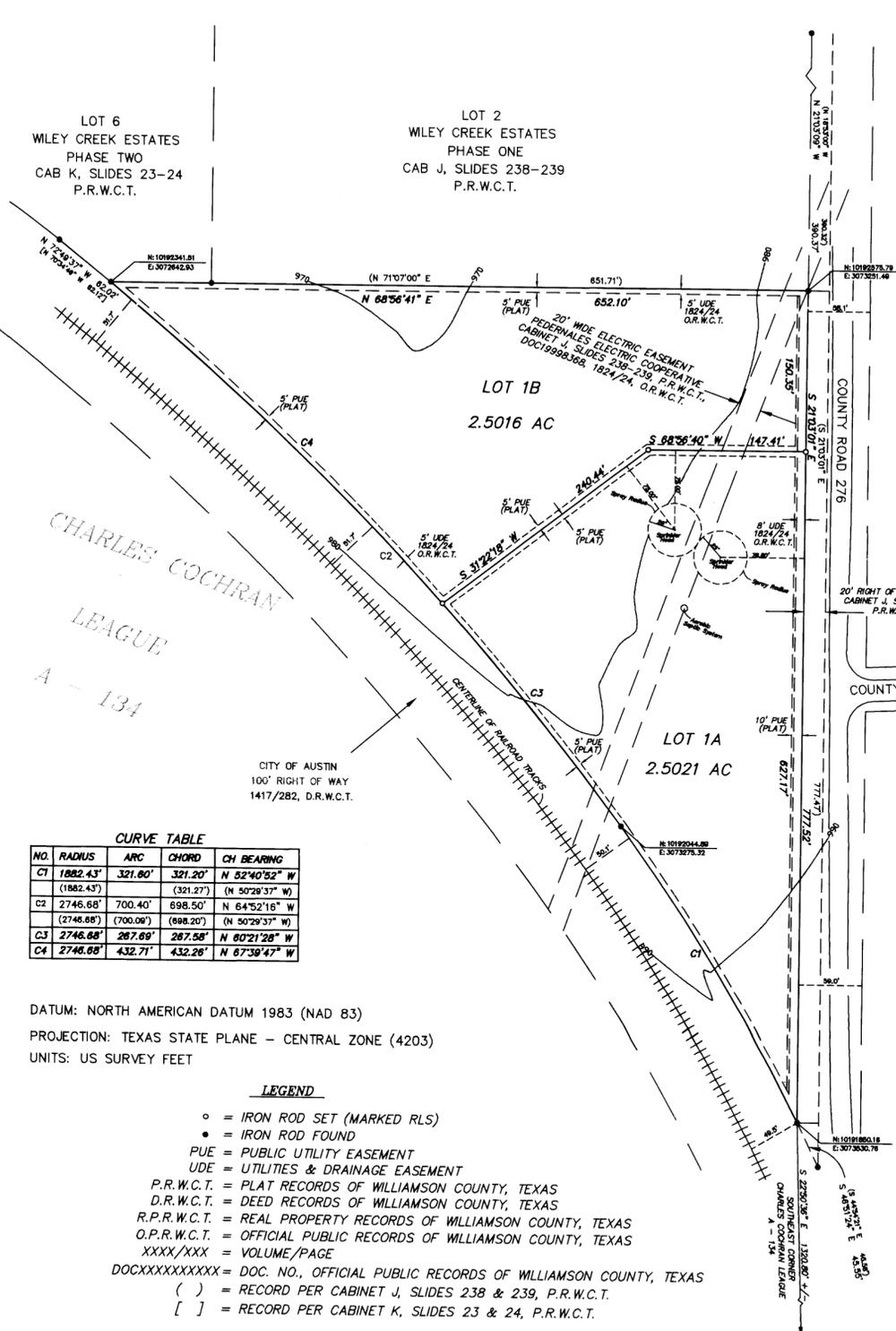


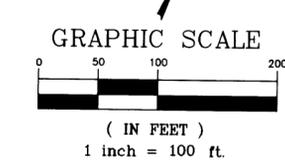
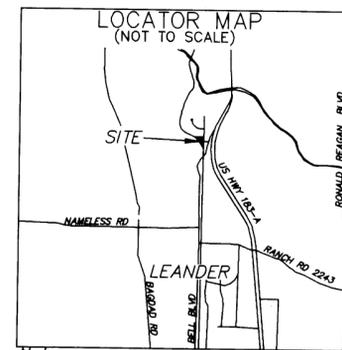
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DATUM: NORTH AMERICAN DATUM 1983 (NAD 83)
PROJECTION: TEXAS STATE PLANE - CENTRAL ZONE (4203)
UNITS: US SURVEY FEET

- LEGEND
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PERIMETER FIELD NOTE DESCRIPTION FOR LOT 1:

BEING 5.004 ACRES OUT OF THE CHARLES COCHRAN LEAGUE, ABSTRACT NO. 134, AND BEING ALL OF LOT 1, WILEY CREEK ESTATES PHASE ONE, A SUBDIVISION OF RECORD IN WILLIAMSON COUNTY, TEXAS, AS RECORDED IN CABINET J, SLIDES 238 AND 239, OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS, SAID 5.004 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING at a 1/2" iron rod found in the west right-of-way line of County Road No. 276 and the northeast curving line of a 100 foot wide right-of-way conveyed to the City of Austin by Deed recorded in Volume 1417, Page 282, aforementioned subdivision bears South 46°51'24" East, at a distance of 45.55 feet;
THENCE with northeast line of the said 100 foot right-of-way along a curve to the left with a radius of 1882.43 feet, an arc distance of 321.60 feet and a chord which bears North 52°40'58" West at a distance of 321.20 feet to a 1/2" iron rod found marking the point of a compound curve;
THENCE continuing with the northeast line of the said 100 foot right-of-way along a curve to the left with a radius of 2746.68 feet, an arc distance of 700.40 feet and a chord which bears North 64°42'16" West at a distance of 698.50 feet to a 1/2" iron rod found marking the south most corner of Lot 6, WILEY CREEK ESTATES PHASE TWO a subdivision of record in Williamson County, Texas, as recorded in Plat Cabinet K, Slides 23 and 24 of the Plat Records of Williamson County, Texas, for the northwest corner of the herein described tract from which a 1/2" iron rod found marking the point of a compound curve in the southwest line of the said Lot 6 and the northeast line of the said 100 foot right-of-way bears North 72°49'37" West, at a distance of 62.02 feet;
THENCE leaving the said 100 foot right-of-way with the south most line of the said Lot 6 and the south line of Lot 2, WILEY CREEK ESTATES PHASE ONE North 68°56'41" East at 93.69 feet passing a 1/2" iron rod found marking the common corner of the said Lot 6 and the said Lot 2, and continuing for a total distance of 652.10 feet to a 1/2" iron rod found in the west right-of-way line of County Road No. 276 marking the southeast corner of the said Lot 2 from which a 1/2" iron rod found marking the northeast corner of the said Lot 2 bears North 21°03'09" West, at a distance of 390.37 feet;
THENCE with the west right-of-way line of County Road No. 276 South 21°03'01" East, at a distance of 777.52 feet to the POINT OF BEGINNING, containing 5.004 Acres of land, more or less.



Notes: This subdivision is subject to all general notes and restrictions appearing on the plat of Wiley Creek Estates Phase One, Lot 1, recorded at Cabinet J, Slides 238 & 239, of the Plat Records of Williamson County, Texas.

Unless shown hereon or otherwise stated herein this subdivision is subject to all deed restrictions, limitations and covenants as set out and stated in Volume 1824, Page 24, of the Official Records of Williamson County, Texas.

Water is provided to this subdivision by the City of Leander. This subdivision has an approved Onsite Sewer Facility (OSSF).

REGULATIONS FOR FLOOD PLAIN MANAGEMENT FOR WILLIAMSON COUNTY:

No structure or land within this subdivision shall hereafter be located or altered without first submitting a CERTIFICATE OF COMPLIANCE application to the Williamson County Flood Plain Administrator.

CITY OF LEANDER NOTES:

- 1. Building setbacks not shown hereon shall comply with the most current zoning ordinance for the City of Leander.
2. No driveway shall be constructed closer than 50 feet or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street. No driveway shall be constructed closer than 100 feet or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
3. For lots less than 60 feet wide and zoned SFC, SFL or SFT, residential street facing garages shall be located no closer to the street than five feet in front of the dwelling or roof covered porch, with such dwelling or porch structure being not less than seven feet wide for all portions of the structure adjacent to the garage. For all other lots, residential street facing garages shall be located no closer to the street than the dwelling.
4. The use of the property shown hereon has been identified as Single Family Residential.

SURVEYOR'S NOTES: The basis for the bearings and coordinates shown hereon is the Texas State Plane Coordinate System, Central Zone, NAD 83 (93), using a combined scale factor of 0.99986251. All distances shown hereon are surface values.

All easements of record shown hereon are based on a complete title abstract research by the surveyor whose seal and signature are affixed hereto.

STATE OF TEXAS COUNTY OF WILLIAMSON

I NANCY E. RISTER, CLERK OF COUNTY COURT, WITH AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE 18th DAY OF AUGUST, 2010, A.D. AT 10:38 O'CLOCK A.M. AND WAS DULY RECORDED ON THIS THE 18th DAY OF AUGUST, 2010, A.D. AT 2:40 O'CLOCK P.M. PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET GG SLIDE 271. WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS THE LAST DAY OF AUGUST ABOVE.

BY: Nancy E. Rister, Deputy William... Clerk, County Court, Williamson County, Texas.



PHOTOGRAPHIC MYLAR

Ranger Land Surveying
Construction, Design & Residential Surveying
P.O. Box 1542, Leander, TX 78646
Office: (512) 567-3511
Field: (512) 417-7335
www.rangersurveying.com

Letter of Intent

Zoning Request

July 21, 2016

To: The City of Leander

Planning Department

RE: Rezoning application TOD PUD

Wiley Creek Estates subdivision County Road 276 lot 1B of Lot 1a

Requesting rezoning of lot 1B of Lot 1 to residential zoning for the construction of a single-family home dwelling. The lot is currently designated in a Conventional Development Sector. The home will be constructed on 2.5 acres in the Wiley Creek Estates subdivision and will be 1825 square feet with an attached enclosed garage.

The submittal of this application for your approval is for the July 22, 2016 deadline.

Ruben and Patricia Moreno

**ORDINANCE NO #**

**ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE PLANNED UNIT DEVELOPMENT KNOWN AS THE TRANSIT ORIENTED DEVELOPMENT DISTRICT FOR A PARCEL OF LAND BY CREATING THE WILEY CREEK ESTATES PLANNED UNIT DEVELOPMENT WITH A BASE ZONING DISTRICT OF SFS-2-A (SINGLE-FAMILY SUBURBAN); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.**

**Whereas**, the owner of the property described herein after (the "Property"), which is located within the planned unit development known as the Transit Oriented Development District (the "TODD"), has requested that the Property be rezoned and a planned unit development plan (the "PUD plan") for the Wiley Creek Estates Planned Unit Development ("PUD") be adopted;

**Whereas**, after giving at least ten days written notice to the owners of land within two hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

**Whereas**, after publishing notice of the public hearing at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:**

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2. Amendment of TODD Ordinance.** Ordinance No. 14-042-00, as amended, the City of Leander TODD Ordinance, is hereby modified and amended for these Properties as set forth in Section 3.

**Section 3. Applicability.** The TODD Ordinance is hereby amended by creation of the Wiley Creek Estates PUD, which are herein referred to as the "Property," generally located to the southwest of the intersection of Amanda's Way and CR 276 and legally described as follows: Lot 1B, Wiley Creek Estates, Phase 1 Replat, located in Leander, Williamson County, Texas; and identified by tax identification number R507158; more particularly described in instrument number 2014042880 recorded in the Williamson County Official Public Records.

**Section 4. Property Rezoned.** The Property is zoned to the planned unit development district known as the Wiley Creek Estates PUD within the TODD. The Property shall be developed and occupied in compliance with the PUD plan attached hereto as Exhibits "A", "B", and "C", the Conventional Development Sector Standards of the Smart Code (defined in the TODD Ordinance) and as amended by the PUD, the Composite Zoning Ordinance, and other applicable regulations of the City.

**Section 4. Recording Zoning Change.** The City Council directs the City Secretary to record this zoning classification on the City's official zoning map with the official notation as prescribed by the City's zoning ordinance.

**Section 5. Severability.** Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 6. Open Meetings.** That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

**PASSED AND APPROVED** on First Reading this the 1<sup>st</sup> day of September, 2016.  
**FINALLY PASSED AND APPROVED** on this the 15<sup>th</sup> day of September, 2016.

**THE CITY OF LEANDER, TEXAS**

**ATTEST:**

\_\_\_\_\_  
Christopher Fielder, Mayor

\_\_\_\_\_  
Debbie Haile, City Secretary

## **EXHIBIT A**

### ***Lot 1 B, Wiley Creek Estates PUD***

#### **A. Purpose and Intent**

The Lot 1B, Wiley Creek Estates PUD is composed of approximately 2.5016 acres, as described in Exhibit C (Plat). The development of this property is planned as a single-family development.

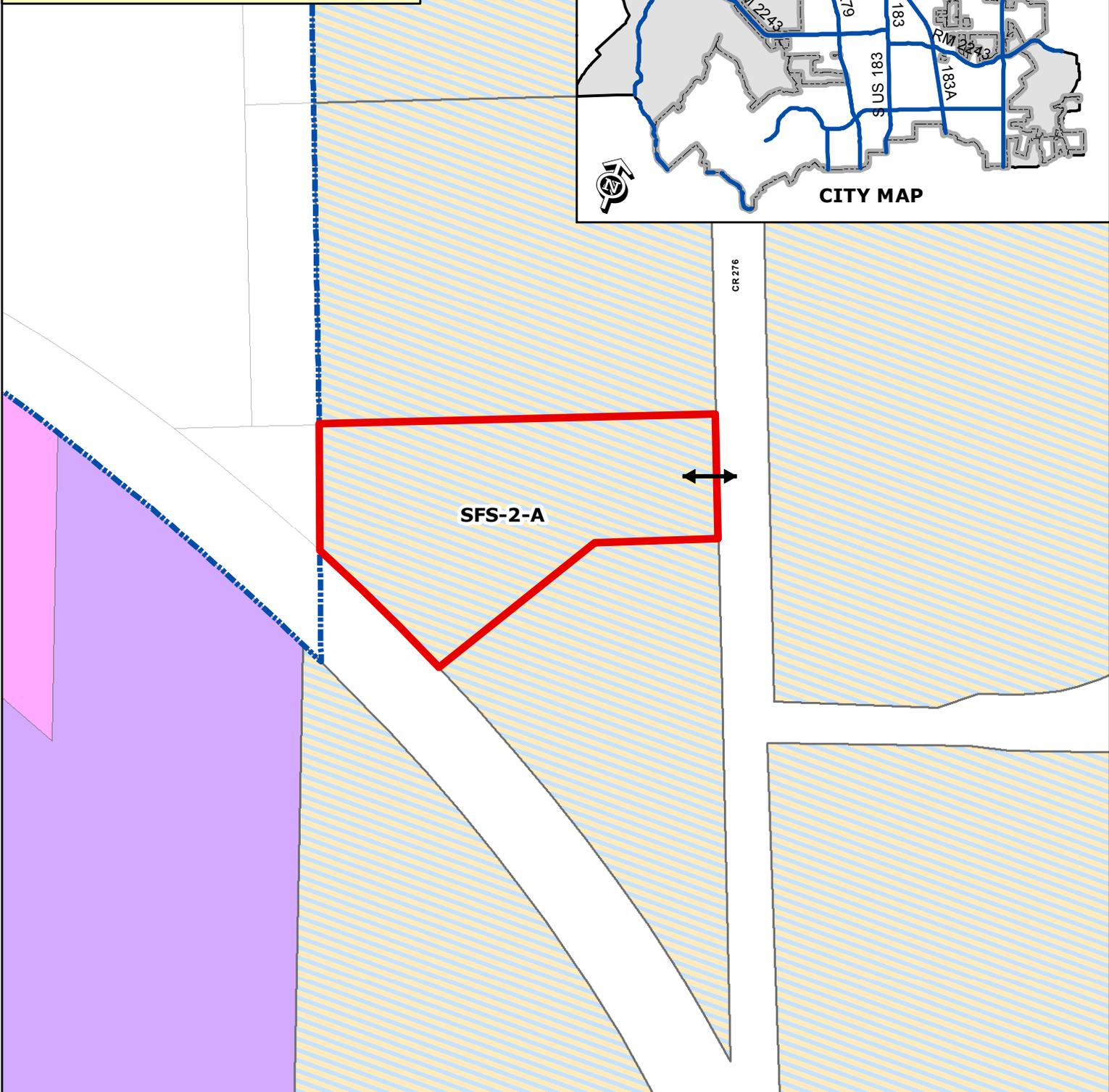
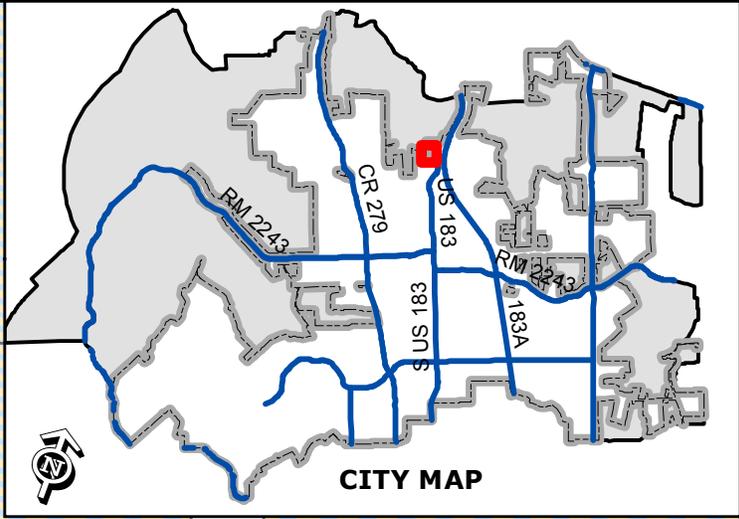
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1. All aspects regarding the development of this PUD shall comply the City of Leander Composite Zoning Ordinance and the Conventional Development (CD) Sector Standards, except as established in this exhibit, titled Exhibit A.
2. For the purpose of establishing development standards for the PUD, the SFS-2-A (Single-Family Suburban) base zoning district has been selected from the Leander Composite Zoning Ordinance for the proposed commercial development.

#### **C. Conceptual Site Layout and Land Use Plan**

Exhibit B (attached) is a conceptual site layout and land use plan intended to visually convey the proposed location of the residential development. This plan does not constitute plat or site plan approval.

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### ZONING CASE 16-TOD-Z-018

### Exhibit B Conceptual Site Layout & Land Use Plan

Lot 1B, Wiley Creek Estates PUD  
This Plan is conceptual. All applicable City Ordinances shall apply unless otherwise noted in the PUD Notes

 Subject Property  
 City Limits

  
0  200  
Feet

STATE OF TEXAS \*
COUNTY OF WILLIAMSON \*
KNOW ALL MEN BY THESE PRESENTS:

LOT 1, WILEY CREEK ESTATES PHASE ONE REPLAT

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WITNESS MY HAND, this the \_\_\_ day of \_\_\_, 2010, A.D.

Kelly Allen Taylor
1703 Laurel Lane
Leander, TX 78641
Victoria Taylor
1703 Laurel Lane
Leander, TX 78641

BEFORE ME, the undersigned authority personally appeared Kelly Allen Taylor and Victoria Taylor, known to me to be the persons whose names are sworn and subscribed to this instrument, and acknowledged to me that they have executed the same for the purpose and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS \_\_\_ DAY OF \_\_\_, 2010, A.D.

Notary Public, State of Texas Printed Name

Expiration Date



STATE OF TEXAS, COUNTY OF WILLIAMSON:

I, William C. Stewart am authorized under the laws of the State of Texas to practice the profession of land surveying and do hereby certify that this plat was prepared from an actual and accurate on-the-ground survey of the land shown hereon, that this survey was completed in compliance with the minimum standards of practice as promulgated by the Texas Board of Professional Land Surveying, that the corner monuments shown hereon were properly placed under my direction and supervision and that this plat complies with the Leander Subdivision Ordinance of the City of Leander, Texas.

William C. Stewart
10-15-09
Registered Professional Land Surveyor
No. 5785
Date of Field Survey: March 28, 2009



Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County, Williamson County Flood Regulations, and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County & Cities Health District and Williamson County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

Steve Williams, Director of Environmental Services, City of Leander, Texas. Date: 23 July 2010.

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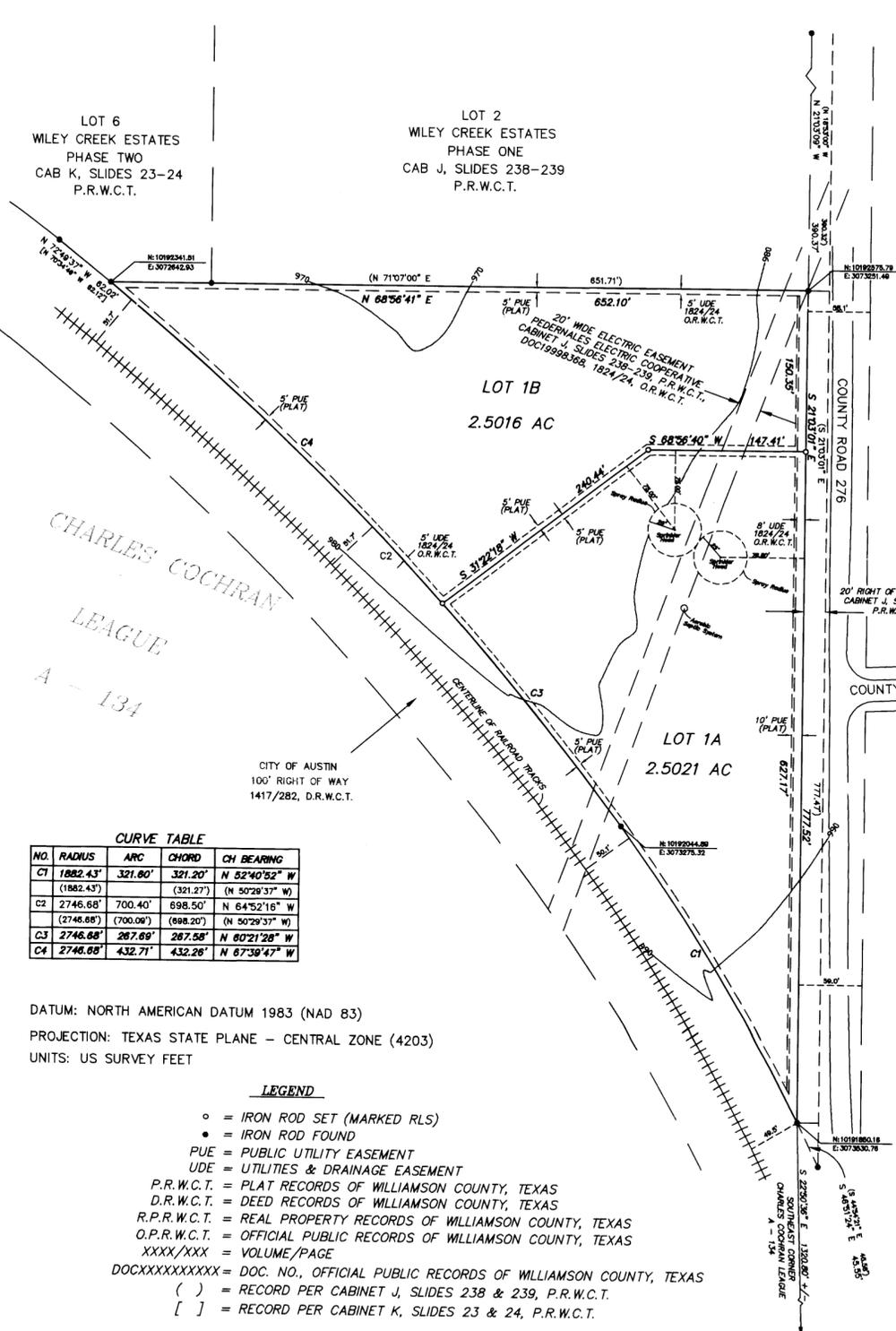


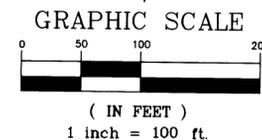
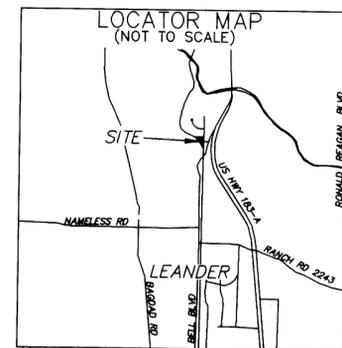
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Notes:
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Water is provided to this subdivision by the City of Leander. This subdivision has an approved Onsite Sewer Facility (OSSF).

REGULATIONS FOR FLOOD PLAIN MANAGEMENT FOR WILLIAMSON COUNTY:

No structure or land within this subdivision shall hereafter be located or altered without first submitting a CERTIFICATE OF COMPLIANCE application to the Williamson County Flood Plain Administrator.

CITY OF LEANDER NOTES:

- 1. Building setbacks not shown hereon shall comply with the most current zoning ordinance for the City of Leander.
2. No driveway shall be constructed closer than 50 feet or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street. No driveway shall be constructed closer than 100 feet or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
3. For lots less than 60 feet wide and zoned SFC, SFL or SFT, residential street facing garages shall be located no closer to the street than five feet in front of the dwelling or roof covered porch, with such dwelling or porch structure being not less than seven feet wide for all portions of the structure adjacent to the garage. For all other lots, residential street facing garages shall be located no closer to the street than the dwelling.
4. The use of the property shown hereon has been identified as Single Family Residential.

SURVEYOR'S NOTES:

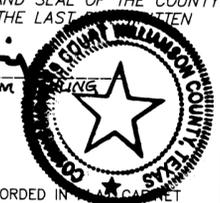
The basis for the bearings and coordinates shown hereon is the Texas State Plane Coordinate System, Central Zone, NAD 83 (93), using a combined scale factor of 0.99986251. All distances shown hereon are surface values.

All easements of record shown hereon are based on a complete title abstract research by the surveyor whose seal and signature are affixed hereto.

STATE OF TEXAS, COUNTY OF WILLIAMSON:

I, NANCY E. RISTER, CLERK OF COUNTY COURT, WITH AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE 18th DAY OF AUGUST, 2010, A.D. AT 10:38 O'CLOCK A.M., AND WAS DULY RECORDED ON THIS THE 18th DAY OF AUGUST, 2010, A.D. AT 2:40 O'CLOCK P.M., PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET GG, SLIDE 271. WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS THE LAST DAY OF AUGUST 2010.

Signature of Nancy E. Rister, Deputy Clerk, Williamson County, Texas.



PHOTOGRAPHIC MYLAR



Ranger Land Surveying
Construction, Design & Residential Surveying
P.O. Box 1542, Leander, TX 78646
Office: (512) 567-3511
Field: (512) 417-7335
www.rangersurveying.com



**Executive Summary**

**September 15, 2016**

**Subject:** Consider approval of a master professional services agreement with Halff Associates, Inc.

**Background:** On June 2, 2016 the City Council authorized the City Manager to enter into a contract with Halff Associates for the 2nd phase design of Lakewood Park. Subsequent to that action, the City Manager also approved a contract with Halff Associates for the preliminary engineering for the Metro Drive extension project. The City is also now considering Halff Associates for additional projects and this item is intended to provide a master professional services agreement between the City and Halff that will govern all projects that Halff works on for the City. Individual task orders will be able to be created under this agreement for projects and if the project is less than \$50,000 the City Manager will be able to authorize the task order and if the project is greater than \$50,000 the task order will require Council approval.

**Financial Consideration:** None for this item. Individual task orders will have financial consideration.

**Recommendation:** Staff recommends approving the master professional services agreement with Halff Associates to govern existing and future task orders.

**Attachments:** Professional services agreement

**Prepared by:** Tom Yantis, Assistant City Manager

# PROFESSIONAL SERVICES CONTRACT

This Professional Services Contract ("Contract" or "Agreement") between the City Of Leander ("OWNER") and Halff Associates, a Texas Corporation ("Professional"), collectively referred to as the "Parties", is an agreement for the Professional to provide the OWNER with the professional services described in this Contract, for and in consideration of the payment terms and performance obligations herein described. The effective date of this Contract shall be the date set forth on the signature page.

## **Article 1. Work to be Provided**

(a) Professional shall provide Work (the "Work") to OWNER under individual assignments approved from time to time in accordance with this Contract. To authorize assignments under this Contract, the Parties will prepare a written Task Order, including a written Statement of Work describing the tasks to be performed and a specific price or a formula by which the price can be determined. Task Orders shall be numbered consecutively, or by some other designation system agreed upon by the Parties, and shall reference this Contract. No Work is authorized unless authorized representatives of both parties sign such a Task Order. The City Manager is authorized to approve and execute a Task Order that is \$50,000 or less, provided that the Director of Finance certifies that there is a sufficient unencumbered appropriate to pay for the Task Order. Task Orders that exceed \$50,000 must be approved by the City Council. This Contract does not guarantee a minimum amount Professional will be paid or a minimum number of Task Orders.

(b) Notwithstanding anything to the contrary contained in this Agreement, OWNER and Professional agree and acknowledge that OWNER is entering into this Agreement in reliance on Professional's technical experience and qualifications with respect to performing the Work, and Professional's technical experience and qualifications with respect to engineering services. The Professional accepts the relationship of trust and confidence established between it and the OWNER by this Agreement. Professional covenants with OWNER to use its best efforts, skill, judgment, and abilities to perform the Work and to further those interests of OWNER that are known to Professional, in accordance with OWNER's requirements and procedures, in accordance with the ordinary standards of Professional's profession or business. Professional represents that there are no undisclosed obligations, commitments, or impediments of any kind that will or could taint, limit or prevent performance of the Work.

(c) Changes In Scope of Work. OWNER may request additional Work or changes in the Work as the project progresses. If so, changes in the Scope of Work shall be initiated by a written change order signed by an authorized representative of each party. The change order shall describe the Work to be added, changed or deleted and shall state the additional cost or cost reduction and schedule changes, if any. Verbal change orders shall have no effect, except in cases of an emergency threatening personal injury or property damage, and in such cases the verbal change order shall be followed as soon as practicable by a writing to be executed by the parties hereto. The terms and conditions of this Contract may be modified only by a writing signed by an authorized representative of each party.

## **Article 2. Contract Documents**

- (a) General Definition. The Contract Documents, in order of precedence consist of:
- (i) All written Change Orders executed after the effective date of this Contract by an authorized representative of each Party;
  - (ii) Each Task Order executed pursuant to this Contract by an authorized representative of both parties;
  - (iii) The Statement of Work attached to each Task Order;
  - (iv) This Contract; and
  - (v) Any other documents specifically identified as Contract Documents in the General Conditions for construction projects, if the Professional preforms services in relation to a construction project.
- (b) Exclusion from Contract Documents. No term, condition, or provision of any Task Order or other document that conflicts with the terms and conditions contained in this Professional Services Contract will be considered part of the Contract Documents, or otherwise valid, unless expressly provided and accepted in writing by the OWNER and Professional.

## **Article 3. Term**

This Contract is for a three (3) year period subject to extension as provided in this Article, but not to exceed a maximum five (5) year period. The primary term begins upon execution of this Contract by an authorized representative of the OWNER and expires in three years. OWNER shall thereafter have the option to extend the contract for up to, but not to exceed, two extended terms of one year each. Any extension by the OWNER shall be effective upon 30 days notice to Professional prior to the end of the then current term. The extension shall be deemed automatically accepted by Professional unless Professional refuses the extension by written notice to OWNER within ten (10) days after the Professional receives the notice of extension from the OWNER.

## **Article 4. Schedule**

Time is an important element of the performance of this contract. Professional will put forth its best efforts to complete the Work in accordance with any deadlines to which the parties agree in any Task Order. Professional agrees to perform all obligations and render the Work set forth in this Contract or any Task Order issued pursuant hereto in accordance with the any timelines included in the Statement of Work, except as the Parties may hereafter mutually agree in writing otherwise. If required by the Statement of Work, a specific work progress schedule will be developed for each individual task in compliance with that Statement of Work.

## **Article 5. Price**

The Price to be paid for Work under any Task Order shall be as agreed in a particular Task Order.

## **Article 6. Payment**

(a) Anything in this agreement to the contrary notwithstanding, all payments to be made by the OWNER hereunder are subject to Ch. 2251 of the Texas Government Code, popularly known as the Prompt Payment Act, which shall control to the extent of any conflict with this paragraph. Payment in full for invoices shall be due within thirty (30) days from date the invoice is received by OWNER. Invoices paid more than thirty (30) days after the invoice is received are subject to a late charge of 1% per month (12% APR) on the amount of the undisputed past due balance.

(b) Invoices for payment under this Contract shall be sent to:

Kent Cagle  
City Manager  
City of Leander  
P.O. Box 319  
Leander, Texas 78646-0319

Payments may be based on completion of the Work, fulfillment of milestones, progress payments or any other method that is established in the agreed Statement of Work. In no event shall Professional invoice OWNER more than once monthly.

## **Article 7. Acceptance of the Work**

When Professional can demonstrate that the Work is complete in accordance with the acceptance criteria included in the Statement of Work and so notifies OWNER, OWNER shall review the Work for general compliance with the Contract. If the Work appears to comply with the Contract requirements, and Professional has furnished all required documentation, OWNER shall notify Professional in writing of OWNER's Acceptance of the Work. Acceptance of the Work shall not limit nor diminish Professional's responsibilities, duties and warranties with respect to the Work. The Work shall be performed by the Professional in a manner consistent with good practices for the profession, and the ordinary standards and skills of the professionals practicing such profession in Travis County and Williamson County, Texas.

## **Article 8. Jobsite Inspection**

If required by OWNER, Professional's representatives shall observe the jobsite and clearly understand the requirements and risks of the Work to be performed, the jobsite conditions, traffic conditions, the proximity of high-voltage power lines, utilities, and other local conditions likely to affect Professional's performance before accepting any Task Order. Acceptance of a Task Order shall constitute the Professional's certification that it has by observation satisfied itself with respect to all such local conditions and is willing to accept all risks they impose.

## **Article 9. Independent Contractor**

(a) Professional shall perform in all respects as an independent contractor and not as an employee, partner, joint venture or agent of the OWNER. The Work to be performed by Professional shall be subject to the OWNER's review, approval and acceptance as provided in the Contract Documents, but the detailed manner and method of performance shall be under the control of Professional. The accuracy, completeness, and scheduling of the Work and the application of proper means and methods for performance of the Work are entirely the responsibility of Professional. Professional shall be solely responsible for hiring, supervising and paying its employees, subcontractors and suppliers. Professional shall be solely responsible for payment of all (i) compensation, including any employment benefits, to its employees, (ii) taxes, including withholding for federal income tax purposes, employment and unemployment taxes, and (iii) such other expenses as may be owed to Professional's employees. However, because Professional's Work may be associated in the minds of the public with OWNER, Professional shall ensure that all Work by its employees, subcontractors and agents is performed in an orderly, responsible and courteous manner. Non-citizen workers shall be properly documented.

(b) Upon prior notification to and written approval of OWNER, Professional may hire subcontractors to perform work hereunder. Professional shall be responsible to OWNER for the performance of all such subcontractors. OWNER shall require any and all such subcontractors to sign agreements with Professional that bind the subcontractors to perform subcontracts in accordance with the Contract Documents. Upon the request of OWNER, Professional shall furnish OWNER with copies of such subcontracts. In addition, Professional agrees that it is Professional's responsibility to ensure that such subcontractors make all appropriate tax payments or tax withholding in relation to subcontractor's employees providing work to OWNER through Professional under this Contract. Professional represents that it and its subcontractors are fully trained to perform the tasks required by this Contract and that they need no training by the OWNER. Professional further understands and agrees that it will be responsible to OWNER for the quality and performance of any Work performed by any such subcontractor.

#### **Article 10. Licenses and Permits**

(a) Professional shall procure and maintain at its expense all licenses and permits necessary for it to perform the Work.

(b) Professional shall ensure that its subcontractors' and their employees are all properly licensed to perform their respective portions of the Work.

#### **Article 11. Governing Laws, Regulations & Standards**

(a) This Contract shall be governed, interpreted and enforced under the laws of the State of Texas, without regard to its conflict of law principles. In the event of litigation between the Parties arising out of this Contract issued under it, venue for such litigation shall be in a court of competent jurisdiction in Williamson County, Texas.

(b) Professional shall be aware of and shall comply with all non-conflicting Federal, State, and local laws, ordinances, codes (including applicable Professional codes) and regulations applicable to the Work, any equipment to be fabricated and delivered and for

compliance with standards and codes of technical societies that have been adopted by law or regulation or compliance with which is required in the Contract Documents. If any of the Work fails to comply with such laws, ordinances, codes, and regulations, Professional shall bear the costs to bring the Work into compliance.

(c) Without limiting the generality of the foregoing, during the performance of the Agreement, Professional agrees to comply with all applicable regulations of Executive Order No. 11246 of September 24, 1965, as amended and updated, and the rules, regulations, and relevant orders of the Secretary of Labor as they may apply to Equal Employment Opportunity. Professional will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended and updated, and by the rules, regulations, and orders of the Secretary of Labor pursuant thereto, and will permit access to its books, records, and accounts by the cognizant agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

#### **Article 12. Intoxicants & Drugs: Employee Conduct**

OWNER shall not allow intoxicants or illegal drugs on its jobsite. Professional shall not at any time allow personnel for whom it is responsible on the jobsite if they are under the influence of any substance that may impair their performance. Professional shall promptly remove from the jobsite any person who is or appears to be under the influence of any of these substances or is otherwise unsafe or disorderly. Professional shall ensure that its employees, subcontractors and their employees avoid excessive noise, exceeding speed limits or reckless driving, use of weapons, or trespass on land not owned by or under easement to OWNER. If private property must be entered or crossed to perform the Work, Professional shall obtain permission from the property owner before entering.

#### **Article 13. Risk of Loss**

(a) Professional shall bear the expense and risk of loss or damage to work in progress, completed Work, materials, equipment, and all other incidents of the Work prior to Acceptance of the Work. Professional shall promptly replace or repair any loss or damage at its own expense. In the event of substantial loss or damage due to Force Majeure, the schedules shall be equitably extended. Professional shall bear the expense of storage space for stored materials, whether on-site or off-site, and shall bear the risk of loss or damage to all such materials. Professional shall take reasonable precautions to protect the materials from weather damage, burglary, pilferage and similar hazards.

(b) Professional shall bear the risk of loss or damage to its own equipment, tools, supplies and property and those of its subcontractors and suppliers, regardless of the cause of loss or damage throughout the project.

#### **Article 14. Warranties and Representations**

(a) **Warranty of Title.** Professional warrants the title to any goods it delivers to OWNER incidental to the performance of the Work and that said goods will be free and clear of all liens, mortgages, security interests or other encumbrances.

(b) **General Warranty of the Work.** Professional represents that all Work shall be performed in a Professional manner consistent with the ordinary industry standards and the ordinary standards of the profession of Professional. Professional shall correct, without delay and at its own expense, any portion of the Work that does not meet the foregoing warranty and is discovered within one year after Acceptance of the Work by re-performing that portion of the Work. Any repair, replacement, or modification of the Work performed pursuant to the provisions of this paragraph shall be supplied or repaired on the same terms and conditions as provided for herein for the Work.

(c) **Intellectual Property Representation.** Professional represents that the Work and the processes used in performing it shall not infringe on any valid United States patent, registered United States copyright, trademark or trade secret.

(d) **Business Standing Warranty.** Professional warrants, represents, and agrees that if (i) it is a corporation or limited liability company, then it is a corporation duly organized, validly existing and in good standing under the laws of the State of Texas, or a foreign corporation or limited liability company duly authorized and in good standing to conduct business in the State of Texas, that it has all necessary corporate power and has received all necessary corporate approvals to execute and deliver the Agreement, and the individual executing the Agreement on behalf of Professional has been duly authorized to act for and bind Professional; or (ii) if it is a partnership, limited partnership, or limited liability partnership, then it has all necessary partnership power and has secured all necessary approvals to execute and deliver this Agreement and perform all its obligations hereunder; and the individual executing this Agreement on behalf of Professional has been duly authorized to act for and bind Professional.

#### **Article 15. General Indemnity**

(a) Professional shall hold the OWNER and its councilmember's, officers, employees, agents and professionals harmless from claims, damages and losses (jointly, "Claims"), and reimburse the OWNER for its reasonable attorneys' fees, to the extent arising out of, or resulting from or arising under this Agreement, such liabilities, damage, loss, or expense caused by the negligent, grossly negligent or intentional act or willful misconduct of Professional, anyone directly or indirectly employed by it, or anyone for whose acts it is legally liable.

(b) If the parties are concurrently negligent, each party's liability and defense reimbursement obligations shall be limited to that portion of negligence attributable to it as determined under the applicable proportionate responsibility rules of the state of Texas.

(c) Anything to the contrary herein notwithstanding, neither party shall be liable to indemnify the other for the negligence, gross negligence or willful misconduct of the other.

(d) The foregoing indemnity provisions shall be deemed independent covenants and shall survive completion of or any termination of the Agreement or any claimed breach thereof. Professional's indemnity responsibility as specified in this clause shall not include special, incidental, punitive or consequential damages.

## **Article 16. Intellectual Property Indemnity**

(a) Professional shall, at its own expense, defend all suits or proceedings instituted against OWNER, its officers, agents, employees, or professionals based upon any claim that the Work, or any part thereof, or the process performed thereby constitutes an infringement of either any patent or copyright of the United States or of any trademark or trade secret protected by either federal or state law. Professional shall pay all awards of damages assessed against OWNER which result from any such claim, suit, or proceeding and shall indemnify and save OWNER harmless against losses, expenses (including reasonable attorney's fees), and damages resulting from any such claim, suit, or proceeding, including obedience to resulting decrees and to resulting compromises for which Professional is legally liable.

(b) If, in any such suit, a restraining order or temporary injunction is granted, Professional shall make every reasonable effort, by giving a satisfactory bond or otherwise, to secure the suspension of any such restraining order or temporary injunction. If, in any such suit, the Work or any part thereof or the process performed thereby is held to constitute an infringement and its use be permanently enjoined, Professional shall at once make every reasonable effort to secure for OWNER a license at Professional's expense authorizing the continued use of the alleged infringing portion of the Work. If Professional is unable to secure such license within a reasonable time, Professional shall, at its own expense and without impairing performance requirements, either provide non-infringing replacements or modify the Work to eliminate the infringement. In addition to indemnifying and saving OWNER harmless, Professional shall reimburse OWNER for any costs incurred as a result of the unavailability of the infringing item or its non-infringing replacement.

(c) Such indemnity shall not apply to infringement claims that are based upon patent, copyright, trademark, or trade secret violations where such information was supplied by OWNER or which were directed for use by OWNER.

## **Article 17. Indemnity Procedures**

With respect to any claim for Indemnity, the following procedures shall apply:

(a) **Notice.** Promptly after receipt by any entity entitled to indemnification of notice of the commencement or threatened commencement of any civil, administrative, or investigative action or proceeding involving a claim in respect of which the indemnitees shall seek indemnification, the indemnitees shall notify the indemnitor of such claim in writing. No failure to so notify an indemnitor shall relieve the Indemnitor of its obligations under this Agreement except to the extent that it can demonstrate damages attributable to such failure. Within fifteen (15) days following receipt of written notice from the indemnitee relating to any claim, but no later than ten (10) days before the date on which any response to a complaint or summons is due, the indemnitor shall notify the indemnitee in writing if the indemnitor elects to assume control of the defense and settlement of that claim (a "Notice of Election"). It is specifically provided that any indemnitee may by separate legal counsel participate in any proceeding brought by a third party and raise defenses available to

indemnites, without waiving or limiting the benefits of this article or any duty or responsibility of indemnitor; provided that such indemnitee shall not attempt to limit or waive any defenses raised by indemnitor.

(b) **Procedure for Notice of Election.** If the indemnitor delivers a Notice of Election relating to any claim within the required notice period, the indemnitor shall be entitled to have sole control over the defense and settlement of such claim; provided, however, that (i) the indemnitees shall be entitled to participate in the defense of such claim and to employ counsel at its own expense to assist in the handling of such claim, and (ii) the indemnitor shall obtain the prior written approval of the indemnitees before entering into any settlement of such claim or ceasing to defend against such claim. After the indemnitor has delivered a Notice of Election relating to any claim in accordance with the preceding paragraph, the indemnitor shall not be liable to the indemnitees for any legal expenses incurred by such indemnitees in connection with the defense of that claim. In addition, the indemnitor shall not be required to indemnify the indemnitees for any amount paid or payable by such indemnitees in the settlement of any claim for which the indemnitor has delivered a timely Notice of Election if such amount was agreed to without the written consent of the indemnitor.

(c) **Procedure Where No Notice of Election Is Delivered.** If the indemnitor does not deliver a Notice of Election relating to any claim within the required notice period, the indemnitees shall have the right to defend the claim in such manner as it may deem appropriate. If the indemnitor fails to deliver a Notice of Election for any claim for which indemnitor is obligated to indemnify the indemnitees pursuant to the terms of this Agreement, then the indemnitor will be solely responsible for any and all costs and expenses incurred by the indemnitees in defending such claim and the indemnitor shall promptly reimburse the indemnitees for all such costs and expenses.

**Article 18. Insurance**

Professional shall obtain and maintain the insurance coverage specified below on an occurrence-basis and shall provide to Owner an insurance certificate listing the coverage before starting work on any OWNER property. **THE COVERAGE SHALL NOT BE CONSTRUED AS ESTABLISHING OR LIMITING PROFESSIONAL'S LIABILITY UNDER THE INDEMNITY PROVISION.** OWNER shall be listed as an "additional insured" on all policies other than the Workers Compensation and Professional Liability policies. Professional for itself and its insurers hereby waive subrogation against OWNER, its affiliates, their Boards of Directors, Directors, officers, employees and agents. Professional's failure to maintain the required insurance coverage at any time during the contract period may be grounds for OWNER to suspend the Contract and withhold payment until insurance coverage is satisfactory.

	<u>Type of Insurance</u>	<u>Minimum Coverage</u>
(a)	<u>Workers' Compensation</u>	
	Coverage A -	statutory
	Coverage B -	\$250,000 employer's liability

- (b) General Liability

Bodily Injury	\$500,000 per person
Bodily Injury	\$1,000,000 per occurrence
Property Damage	\$1,000,000 per occurrence
  
- (c) Automobile Liability  
(including owned or leased vehicles and heavy equipment)

Bodily Injury	\$1,000,000 per occurrence
Property Damage	\$ 500,000 per occurrence

The automobile liability coverage shall apply to owned, non-owned, hired and leased vehicles. Before work begins, a certificate of all required insurance shall be filed with Project Manager of OWNER.

- (d) Professional Liability                      \$1,000,000 per claim / aggregate

**Article 19. Force Majeure**

(a) The nonperformance or delayed performance by Professional or OWNER of any obligation under the Agreement shall be excused if such nonperformance or delay is caused by an event beyond the control of the affected party ("Force Majeure"), except to the extent that Professional knew of or should reasonably have been able to foresee such an event and failed to take reasonable measures to avoid the event. Items beyond the control of the parties include, but are not limited to: fire; acts of war, acts of a public enemy; acts of domestic or foreign terrorism, natural disasters; strikes, epidemics or quarantine restrictions; riot, or sabotage; and acts of civil or military authority having jurisdiction.

(b) Upon occurrence of a Force Majeure, the date for performance of the Work shall be extended for a period equal to the time lost by reason of the delay, provided Professional or OWNER has taken reasonable steps to proceed with the performance of the Agreement and has made written notification of such delay and of any corrective action taken. Professional shall not be entitled to any increase in compensation by reason of Force Majeure.

(c) The following delays shall not constitute excusable delays in performance by Professional and shall not constitute a reason for extending the date for performance of the Work:

1. Delays by subcontractors or suppliers of Professional for reasons other than Force Majeure;
  
2. Delays in approval of documentation because of inadequate performance by Professional;
  
3. Delays caused by Professional's lack of sufficient personnel with the necessary skills.

## **Article 20. General Safety, Environmental and Site Operations Requirements**

(a) Safety. All parts of this Contract shall be performed in strict accordance with the safety requirements of applicable codes and statutes, federal, state, and local requirements, and the standard industry practice. Professional is solely responsible in its procedures for the safety of its jobsite personnel, equipment, and properties involved in this project, including Professional's subcontractors. However, Professional is not responsible for jobsite safety of others, including Construction Contractor personnel or Construction Contractor means, methods, or procedures.

(b) Environmental. Professional is solely responsible for all costs incurred by OWNER for any spills or leaks caused by Professional or its subcontractors or sub consultants during performance of, or in connection with, the Work. Without limiting the foregoing sentence, Professional shall be responsible for all costs incurred to contain, remediate, and restore the site of the spill according to applicable state and federal laws and regulations, and if on OWNER's property, according to OWNER's requirements.

OWNER shall be responsible for all notifications required by and federal, state, or local law or regulation. Professional shall immediately notify OWNER with the nature and location of the spill. Professional shall provide a written report to OWNER whose representative shall identify the substance, quantity released, location of the spill, and perform clean up and remediation activities. If the spill occurs off OWNER's property, then the Professional shall also notify the OWNER of any agencies notified and the representatives of the agencies contacted. The report shall be a narrative that summarizes on-scene activity and remediation efforts. If long-term remediation will be required, it shall be noted in the report. The initial report shall be provided to OWNER within 24 hours after the incident. Follow-up reports shall be provided to OWNER weekly until remediation efforts have been completed and the spill has been properly remediated.

**PROFESSIONAL SHALL INDEMNIFY AND HOLD OWNER HARMLESS FROM ANY AND ALL LIABILITIES, INCLUDING, BUT NOT LIMITED TO, REMEDIATION COSTS, FINES, PENALTIES, COURT COSTS, AND ATTORNEY'S FEES RESULTING FROM SPILLS, RELEASES, IMPROPER HANDLING AND/OR DISPOSAL OF WASTES CAUSED BY PROFESSIONAL, ITS SUBCONTRACTORS, AND/OR SUBCONSULTANTS.**

## **Article 21. Assignment**

This Contract is to be considered a personal Work Contract. Professional may not assign this Contract without the consent of OWNER. Any permitted assignee must notify the OWNER in writing that it accepts the assignment on the same terms and conditions contained in this Contract. No permitted assignment shall limit Professional's responsibility for performance of this contract. Attempted assignment or delegation of this

Contract, including obligations under it, without the written consent of OWNER shall be void, and not merely voidable.

### **Article 22. Termination for Convenience**

(a) OWNER shall have the right to terminate this Contract for its convenience at any time. After receipt of the notice of termination, the Professional shall immediately proceed with the following obligations, regardless of any delay in determining or adjusting any amounts due at that point in the Contract:

1. Stop all ongoing Work.
2. Place no further subcontracts or orders for materials or Work.
3. Terminate all subcontracts.
4. Cancel all materials and equipment orders, as applicable.
5. Take any action that is necessary to protect and preserve all property related to this Contract that is in the possession of the Professional.

(b) In the event of a termination under paragraph (a) of this Article, OWNER shall pay equitable termination charges, for all billable time expended or portions of Work completed (as applicable) and materials purchased, and out-of-pocket costs that have been reasonably incurred by Professional as a result of terminating this Contract. OWNER shall not be liable in connection with any termination under this Article for special, incidental, consequential, or punitive damages, or for loss of anticipated future work, anticipated profits, administrative costs or overhead on anticipated work, or other indirect costs.

### **Article 23. Termination for Cause**

(a) The occurrence of any one or more of the following events will constitute an event of default:

- (1) Professional's persistent failure to perform the Work in accordance with the Contract Documents (including, but not limited to, failure to supply sufficient skilled workers, suitable materials or equipment, or to adhere to project schedules as adjusted from time to time pursuant by the parties);
- (2) Professional's disregard of applicable laws or regulations;
- (3) Professional's disregard of the authority of OWNER's Representative;

(4) Professional's violation in any substantial way of any provisions of the Contract Documents;

(5) Failure of Professional to pay subcontractors and/or material suppliers; or

(6) Professional's violation of OWNER's ethics policy.

(b) If one or more of the events identified in paragraph (a) occur, OWNER may terminate this Contract, after giving Professional (and the surety, if any) seven (7) calendar days prior written notice, unless such event of default shall have been cured.

(c) If this Contract has been so terminated by OWNER, the termination will not affect any rights or remedies of OWNER against Professional or any surety then existing or which may thereafter accrue. No retention or payment of moneys due Professional by OWNER will release Professional from liability.

(d) In such a circumstance, OWNER shall notify Professional in writing of the termination, with copies of the notice to OWNER's jobsite personnel. Upon notice of termination, Professional and its subcontractors shall promptly stop the Work and allow OWNER to take possession of the jobsite including any equipment and materials identified to the project (whether stored on-site or off-site), after securing the jobsite from safety and environmental hazards.

**Article 24. Work Product.** Upon termination of this Agreement for cause or for convenience, Professional shall deliver all work product and deliverables prepared under this Agreement, whether complete or not, to the City in a form acceptable to the City. The work product and deliverables shall be delivered to the City upon the earlier to occur of thirty days' notice from the City or the date of termination of the Agreement. This section shall survive termination of the Agreement, and the City may enforce this provision through specific performance.

**Article 25. Suspension**

(a) OWNER may, at any time and at its sole option, suspend all or any portions of the Work to be performed under this Agreement by providing ten (10) calendar days written notice to the Professional. Upon receipt of any such notice, Professional shall:

1. Immediately discontinue the Work on the date and to the extent specified in the notice.
2. Place no further orders or subcontracts for materials, Work, or facilities with respect to the suspended portion of the Work, other than to the extent necessary to protect any portion of the Work already performed.

3. Promptly make every reasonable effort to obtain suspension, upon terms satisfactory to OWNER, of all orders, subcontracts, and rental agreements to the extent that they relate to performance of the portion of Work suspended by the notice.
4. Continue to protect and maintain the portion of the Work already completed, including the portion of the Work suspended hereunder, unless otherwise specifically stated in the notice.
5. Continue to perform Professional's obligations for the portions of the Work not suspended.

(b) As full compensation for such suspension, Professional will be reimbursed for the following costs, reasonably incurred, without duplication of any item, to the extent that such costs actually result from such suspension of Work.

1. A reasonable standby charge to be negotiated between OWNER and the Professional sufficient to compensate Professional for keeping (to the extent required in the notice) its organization and equipment committed to the Work in a standby status.
2. All reasonable costs associated with demobilization of Professional's facility, forces, and equipment.
3. A reasonable amount to be negotiated between OWNER and the Professional to reimburse the Professional for the cost of maintaining and protecting that portion of the Work upon which activities have been suspended.
4. All billable time reasonably extended or portions of Work completed (as applicable) prior to the suspension, materials purchased, and out-of-pocket costs that have been reasonable incurred by Professional.

(c) Upon receipt of notice to restart the suspended portion of the Work, Professional shall immediately resume performance on the suspended portion of the Work to the extent required in the notice. Within 14 calendar days after receipt of notice to restart the suspended portion of the Work, the Professional shall submit a revised schedule for approval by OWNER. If, as a result of any suspension, the cost to Professional of subsequently performing the Work or the time required to do so is changed, a claim for an adjustment in the contract price may be made. Any claim on the part of Professional for change in price or extension of time shall be made in accordance with this Agreement.

#### **Article 26. Dispute Resolution**

The Parties agree that in the event of a dispute concerning the performance or non-performance of any obligations flowing from or as a result of this Contract and prior to the initiation of any litigation, the Parties will voluntarily submit the dispute to the Travis County Dispute Resolution Center, or a mutually agreed alternative, for mediation as though it were referred through the operation of the Texas Alternative Dispute Resolution Procedures Act, Title 7, Chapter 154, TEX. CIV. PRAC. & REM. ANN., (Vernon's 1986).

No record, statement, or declaration resulting from or in connection with such alternate dispute resolution procedure may be used in evidence in subsequent litigation except to demonstrate that this article has been complied with in good faith by a party. The use of such center shall not be or constitute a waiver of venue.

**Article 27. Notices**

All notices or other communications required under this Contract may be made either by personal delivery in writing or by certified mail, postage prepaid, return receipt requested. Notice shall be deemed to have been given when delivered or mailed to the parties at their respective addresses as set forth below or when mailed to the last address provided in writing to the other party by the addressee.

Owner: Attn: City Manager  
City of Leander  
P.O. Box 319  
Leander, TX 78464-0319

Professional: .  
Halff Associates  
4030 West Braker Lane  
Austin, Texas 78759-5356

**Article 28. Titles and Section Headings**

The titles and section headings of this Contract are included for convenience only and shall not be deemed to constitute a part of this Contract.

**Article 29. Interpretation and Reliance**

While this Contract form was initiated by OWNER, Professional had the opportunity to take exception to and seek clarification of it. Thus, this Contract is the product of negotiations between the Parties. No presumption will apply in favor of any party in the interpretation of this Contract or in resolution of any ambiguity of any provision.

**Article 30. Failure to Act**

No action or failure to act by either party shall be a waiver of a right or duty afforded under the Contract, nor shall such action or failure to act constitute a breach of this Contract, except as specifically agreed to in writing.

**Article 31. Contract Non-Exclusive**

The Contract is not exclusive. Professional has the right to perform Work for others during the term of the Contract, and OWNER has the right to hire others to perform the same or similar tasks.

**Article 32. Third Party Beneficiaries**

There are no third party beneficiaries to this Contract and the provisions of this Contract shall not create any legal or equitable right, remedy or claim enforceable by any person, firm, or organization other than the Parties and their permitted successors and permitted

assigns.

**Article 33. Mitigation of Damages**

In all cases the Party establishing or alleging a breach of contract or a right to be indemnified in accordance with this Contract shall be under a duty to take all necessary measures to mitigate the loss which has occurred, provided that it can do so without unreasonable inconvenience or cost.

**Article 34. Severability**

This Contract is severable and if any one or more parts of it are found to be invalid, such invalidity shall not affect the remainder of this Contract if it can be given effect without the invalid parts.

**Article 35. Integration & Contract Modification**

This Contract contains the entire and integrated agreement between Professional and OWNER as to its subject matter and supersedes all prior negotiations, correspondence, understandings, representations and agreements, written or oral, related to it. In case of conflict between the terms and conditions of this Contract and those of any standard sales forms presented by Professional or such forms appearing in or referenced by Professional's bid or proposal, the terms and conditions of this Contract shall prevail. The terms and conditions of this Contract can be modified only by a writing signed by an authorized representative of both Professional and OWNER.

Executed to be effective as of the \_\_\_\_ day of \_\_\_\_\_, 2016.

**City of Leander:**

**Halff Associates**

By: \_\_\_\_\_

By \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

## AGENDA ITEM # 14 (PUBLIC HEARING)



### Executive Summary September 15, 2016

**Agenda Subject:** Public Hearing on the Proposed Budget for FY 2016-17

**Background:** Prior to adoption of the proposed budget for FY 2016-17, a public hearing is required.

FY 2016-17 BUDGET SUMMARY	Recommended Expenditures
General Fund	30,427,149
Capital Project Funds	52,626,296
Debt Service Fund	7,541,893
Special Revenue Funds	1,480,361
Internal Service Fund	1,218,000
Golf Fund	1,369,574
Utility Fund	11,789,638
Utility Debt Service Fund	11,461,384
Utility Internal Service Fund	54,000
Utility Capital Project Funds	8,810,342
<b>TOTAL All Funds</b>	<b>126,778,637</b>

#### RECOMMENDED TAX RATE

Maintenance & Operations	\$0.38560	
Debt Service	\$0.21340	
Combined Total Recommended	<u>\$0.59900</u>	per \$100 valuation

This budget will raise more total property taxes than last year's budget by \$2,546,893 or 13.5%, and of that amount, \$1,993,116, or 78.3%, is tax revenue to be raised from new property added to the tax roll this year.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** n/a

**Attachments:** n/a

**Prepared by:** Robert G. Powers, Finance Director

## AGENDA ITEM # 14 (Action)



### Executive Summary September 15, 2016

**Agenda Subject:** An Ordinance Adopting the FY 2016-17 Annual Budget

**Background:** After the public hearing on the proposed budget for FY 2016-17, the City Council can adopt the proposed budget, with or without amendments. State law requires that a budget be adopted before the governing body can set the tax rate. State law also requires that adoption of a budget that raises more revenue from property taxes than in the previous year will first require a separate vote of the governing body to ratify the property tax increase reflected in the budget. The increase in property tax revenue is \$2,546,893 or 13.5%, and of that amount, \$1,993,116, or 78.3% is tax revenue to be raised from new property added to the tax roll this year.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** See attached proposed budget

**Recommendation:** Motion #1 – move to ratify the property tax increase reflected in the proposed budget. Motion #2 – move to approve the proposed budget for FY 2016-17.

**Attachments:** Ordinance adopting the FY 2016-17 Annual Budget

**Prepared by:** Robert G. Powers, Finance Director

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Leander, Texas ("City") has submitted to the City Council a proposed budget of the revenues and the expenditures for FY 2016-17 to conduct the affairs of the City and has provided a complete financial plan for FY 2016-17; and

WHEREAS, the proposed budget has been compiled from detailed information obtained from the several departments, divisions, and offices of the City; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which has been filed with the City Secretary; and

WHEREAS, the City Council has conducted a public hearing on the budget, as provided by law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. The FY 2016-17 Annual Budget, beginning October 1, 2016, and ending September 30, 2017, a copy which is attached hereto as Exhibit "A", is hereby adopted:

Section 2. The sums shown on Exhibit "A", are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City as established in the approved budget document for the fiscal year ending September 30, 2017.

Section 3. The city manager is hereby authorized to transfer appropriations, when necessary, between accounts within the same budgetary fund for purposes of fiscal control, efficiency and sound management practices.

Section 4. Ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. This ordinance shall be and remain in full force and effect from and after its final passage and publication as herein provided.

PASSED AND APPROVED this 15th day of September, 2016.

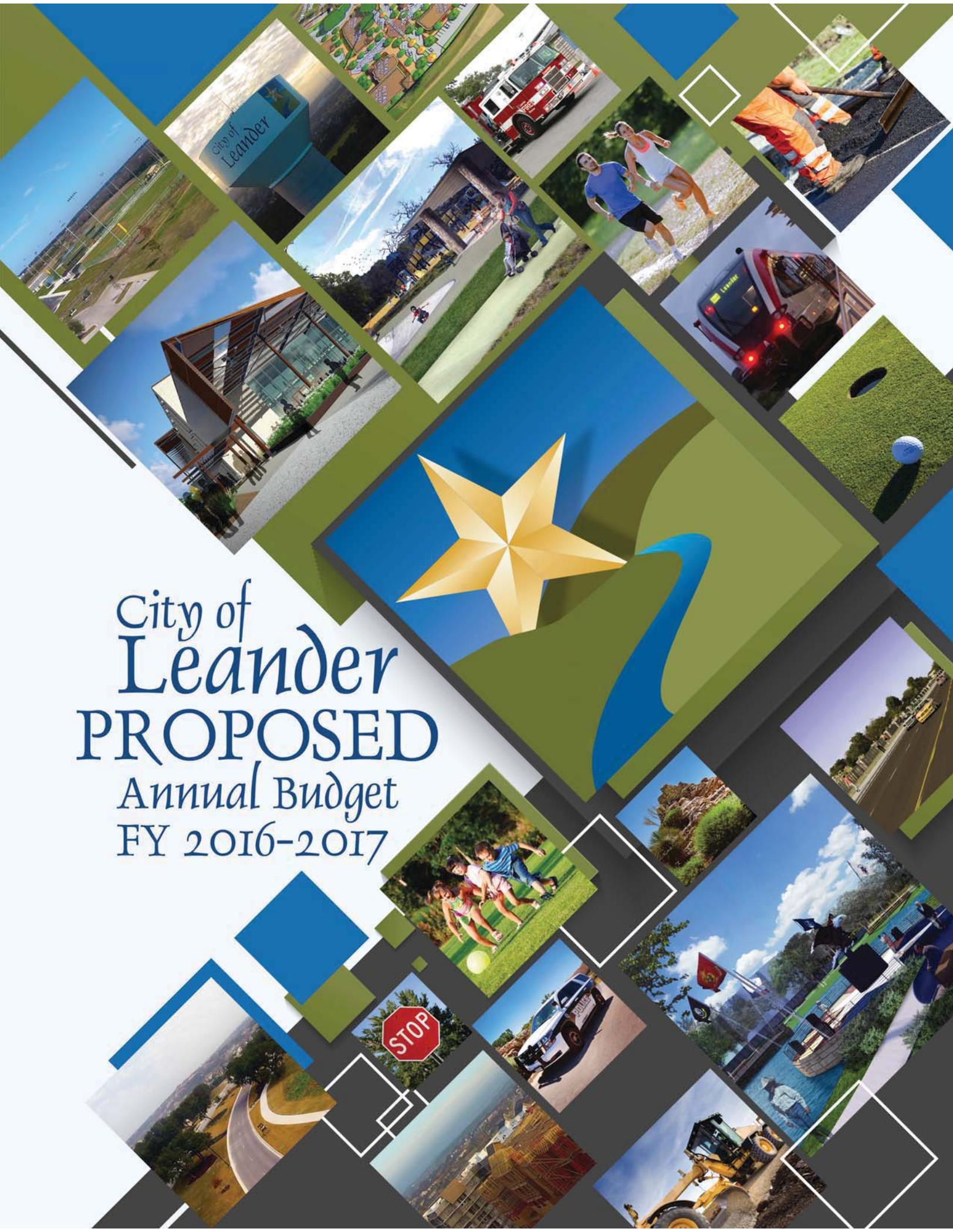
CITY OF LEANDER, TEXAS

\_\_\_\_\_  
Christopher Fielder, Mayor

ATTEST:

\_\_\_\_\_  
Debbie Haile, City Secretary

City of  
*Leander*  
**PROPOSED**  
Annual Budget  
FY 2016-2017





# City of Leander

## FY 2016-17

### Proposed Budget

The following information is required: This budget will raise more total property taxes than last year's budget by \$2,546,893 or 13.5%, and of that amount, \$1,993,116 or 78.3%, is tax revenue to be raised from new property added to the tax roll this year.

2015 Adopted Property Tax Rate: \$0.632920

2017 Proposed Property Tax Rate: \$0.599000

Truth-in-Taxation Calculated Rates:

Effective \$0.591675

Effective Maintenance & Operating \$0.375539

Rollback \$0.618982

Debt \$0.213400

•All rates per \$100 valuation

•Municipal Debt Obligations supported by  
property taxes: \$63,726,807



## **Elected Officials**

Christopher Fielder	Mayor
Andrea Navarrette	Place 1
Michelle Stephenson	Place 2
Shanan Shepherd	Place 3
Ron Abruzzese	Mayor Pro Tem
Jeff Seiler	Place 5
Troy Hill	Place 6

## **Appointed Officials**

Kent Cagle	City Manager
Paige Saenz	City Attorney
Cathy Riedel	Presiding Judge
Mark Goodner	Associate Judge

## **Directors**

Tom Yantis	Assistant City Manager
Debbie Haile	City Secretary
Mark Willis	Economic Development Director
Wayne Watts	Engineering Director
Robert Powers	Finance Director
Bill Gardner	Fire Chief
Cindy Hignite	Human Resources Director
Mark Tummons	Parks & Recreation Director
Greg Minton	Chief of Police
Patrick Womack	Public Works Director



# City of Leander, Texas



August 1, 2016

The Honorable Mayor and City Council  
Leander City Hall  
Leander, Texas 78641

I am pleased to present to you the proposed budget for the fiscal year beginning October 1, 2016 and ending September 30, 2017. The budget has been prepared to meet only our basic needs and attempts to maintain the existing service levels of our growing community. Last year in this space I said that by the 2020 census that we would probably be the fastest growing city in the nation over 50,000 in population. Well, the data that the Census Bureau released this year for 2015 shows that we are the fastest growing city in the nation with a population of 15,000 or more. I feel confident that we will keep that designation as we pass the 50,000 population figure in the next 18 months or so. This is a wonderful achievement, but it does propose a challenge in providing services.

I will continue to stress that we cannot let growth monopolize all of our resources and we must continue to maintain our ever growing inventory of infrastructure. Our priorities for this budget are similar to last year and include 1) funding a compensation and benefits plan to retain and attract a high quality workforce, 2) continue to increase funding for an infrastructure maintenance program, 3) continue to improve our technological and management skillsets to address service level needs, 4) implement the first phase of the 2016 bond program, 5) implement a new Tax Increment Finance District on Ronald Reagan Boulevard between Hero Way and RM 2243 to encourage commercial development, and 6) continue tax rate reduction.

In the current Fiscal Year we have begun construction of the largest public works project ever undertaken by the City of Leander. The widening of RM 2243 from US 183 to Lakeline is a \$27 million project over 2.5 miles in length. It is expected to be completed by the end of FY 2017. Construction of Fire Station No. 4 has been delayed, but should begin in August of 2016. The widening of Bagdad Road from RM 2243 north to CR 280 should be awarded in September of 2016, as well as a right turn lane on Crystal Falls and US 183. The architectural and construction manager at risk contracts for new Fire Station No. 1 (San Gabriel Parkway) will be awarded in the very near term with opening anticipated in early to mid FY 2017-18. Construction of Station No. 4 should commence in late 2016 and be completed in late summer 2017. Completion of Station No. 4 will allow the staff at the existing Station No. 1 to temporarily relocate to Station No. 3 and will allow the vacated Station No. 1 to be expanded and remodeled for conversion to office space for Development Services.

The successful \$72 million bond election in May of this year will provide welcome resources to deal with service demands, but it also adds a tremendous amount of work to an already stressed Development Services staff. The first engineering projects for those bond projects were just awarded and include the expansion of Raider Way and Woodview Drive adjacent to Rouse High

School, the extension of Metro Drive in the TOD, and design for the Lakewood Park master plan improvements.

Just as I mentioned last year, the Austin area continues to experience rapid growth in jobs as unemployment drops to some of the lowest in the nation. These new jobs are accelerating the housing boom in Leander and we have increased our staffing and capabilities in Building Inspection and Planning in mid-year of 2016 just as we anticipated. The 2013 year that saw a record 666 single family building permits issued seems a distant memory as we added 1,142 in 2014 and 1,173 in 2015. We are on pace to issue another 1,300 in 2016. An additional 1,200 to 1,300 single family permits are projected for 2017.

We have prepared the FY 2017 Budget in the same manner as the previous year; with a careful eye on the economy. We know that a serious slowdown in building and economic activity would have a devastating impact on our budget as approximately 30% of our General Fund revenue is elastic and development related. With this in mind, we continue to fund significant capital outlay and infrastructure maintenance in the operating budget, while maintaining a healthy fund balance. We continue to remain conservative in our revenue forecasts.

The General Fund proposed budget is balanced without the use of any cash reserves. The transfer from the Utility Fund to the General Fund (\$1,250,000) remains the same as the previous year and is necessary to offset the administrative overhead costs budgeted in the General Fund that are attributable to the Utility Fund. The budget also includes the annual transfer out to the Vehicle Replacement Fund (\$350,000) as we continue to build up the fleet replacement program to be fully self-supporting.

One change in FY 2017 is a proposed transfer to the Golf Course (\$165,000) is now budgeted instead of being reserved in a contingency account. We believe that the golf revenue estimates in previous budgets have been too aggressive and, as you well know, we have historically fallen short. By no means does this reflect an acceptance of this trend. We continue to pursue the goal of a fantastic golf course with a self-supporting bottom line.

In addition to the preparing the FY 2017 Budget, each year staff presents a multi-year financial forecast for the General Fund, Utility Fund, Water Impact Fee fund and the Wastewater Impact Fee Fund. This important planning exercise allows us to stay focused on what requirements will be necessary to maintain existing service levels as well as preparing for new demands on the horizon.

Once again, the Utility Fund will improve its financial position which is being driven by our rapid growth. While the need for rate increases has dwindled, and no rate increase is proposed for this budget, we must be ever cognizant of the fact that our debt service requirements will continue to increase until 2020. Any slowdown in growth before 2020 will put extreme upward pressure on our rates. Also keep in mind that we are being pressured by our partners in the Brushy Creek Regional Utility System to issue more debt almost immediately to fund the engineering on the deep water intake on Lake Travis. That will be followed by another request within three years to issue debt for construction which would, if approved, increase our total Utility Fund debt by a breathtaking 57%.

## GENERAL FUND REVENUES

Forecasted General Fund revenues are up 11% from the 2015-16 adopted budget and 5% from the current year estimate. The recommended tax rate of 59.9 cents per \$100 valuation represents a 3.4

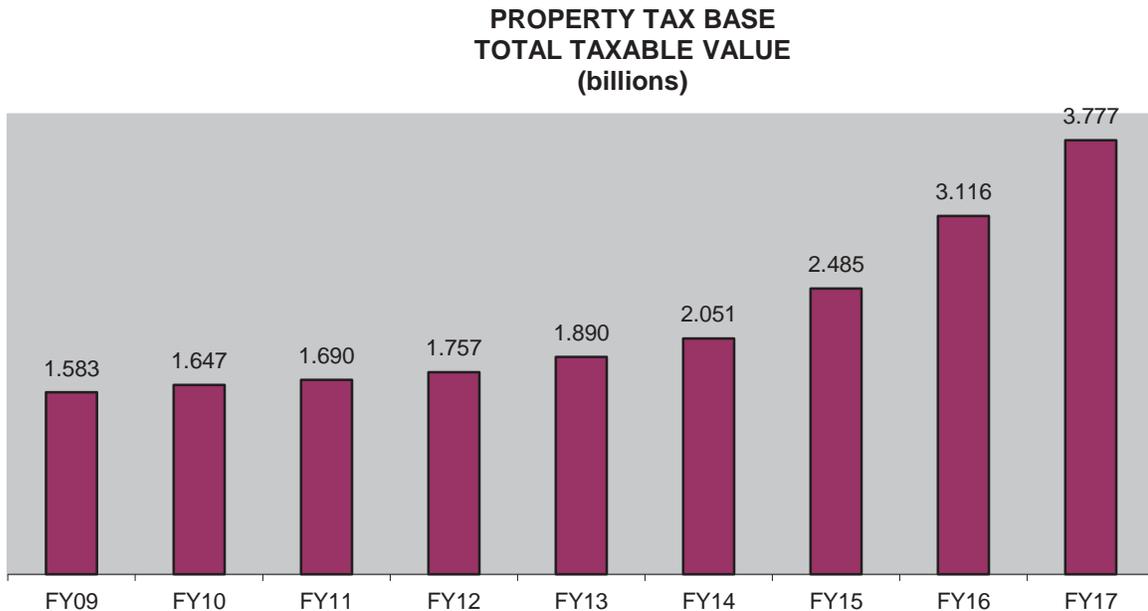
cent decrease in the tax rate from the current rate of 63.292 cents. The tax rate is comprised of a maintenance and operations rate of 38.56 cents and a debt service rate of 21.34 cents. In 2012, we implemented a three-year plan to address the revenue needed to fund the peak debt service amount in 2015. Now that we have successfully addressed that critical issue, we will make debt issuance plans for the \$72 million bond package that was approved by voters in May of this year.

We anticipate the first take down to be approximately sixteen to eighteen million dollars comprised of transportation, park improvements, and initial planning and design for the senior center. In addition, as we have discussed, we intend to issue another thirteen to fourteen million dollars in certificates of obligation (CO's) for previously approved projects such as the relocation of Fire Station No. 1, Bagdad Road and the renovation of Pat Bryson Hall. Also included in the proposed CO issue is the anticipated utility and roadway infrastructure for a second tax increment reinvestment zone.

The City added over \$340 million in new property this past year and the overall tax base increased by 21.2% from 3.12 billion to 3.78 billion in taxable value. It is astonishing to note that it took the City of Leander ten years to grow the tax base from \$1 billion to \$2 billion. With the current rate of growth, we will grow from \$2 billion to \$4 billion in less than four years.

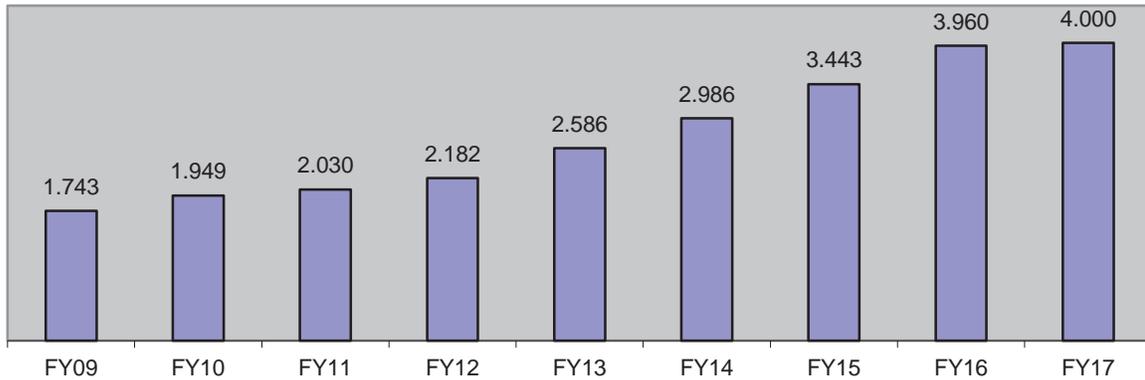
The primary increases in General Fund revenues continue to be in the areas of development-related fees, sales taxes, and property taxes due to new construction and revaluations. We are conservatively projecting 1,300 single family permits next year for budget purposes. There are also 620 multi-family units under construction with several more projects slated to break ground in 2017. Existing property values have increased by 10.1%.

The following chart illustrates growth in the property tax base over the past several years.



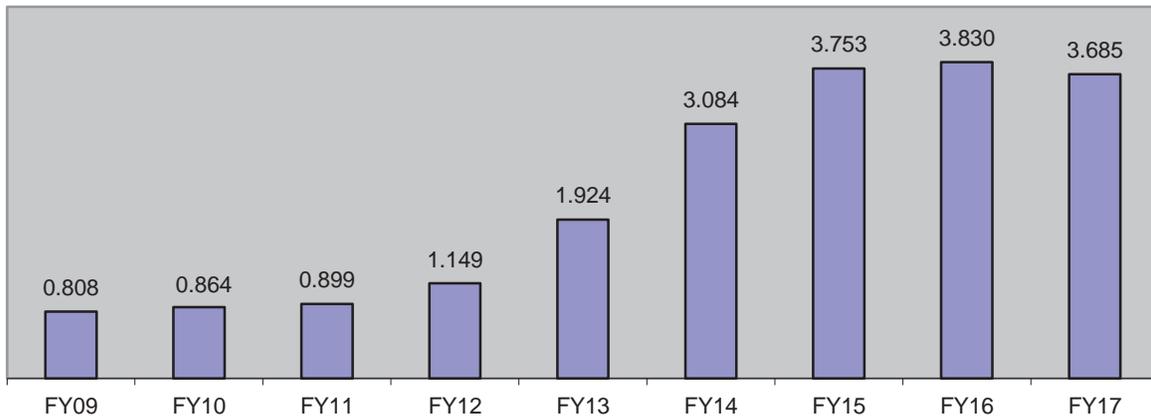
Sales tax receipts for the current year are up over 18.6% from last year. However, we have budgeted only what we expect to receive this fiscal year in order to stay consistent with our budgeting policy. Although we are behind in sales tax per capita comparisons with other Texas cities, we believe that the way to climb up that ladder is with continued emphasis on infrastructure improvements, targeted economic development strategies and an emphasis on supporting quality growth.

### SALES TAX COLLECTIONS (millions)



As the next chart reveals, building permit revenue has remained strong for the past several years as the pace for new construction remains strong. With over 13,000 lots with some form of approval, over 4,000 already platted for development and more subdivisions in the planning stages, we do not forecast any slowdown in the near term, but have projected a conservative estimate for next year.

### BUILDING PERMIT REVENUE (millions)



Obviously, the tremendous and continued growth over the past several years has brought not only increased revenues, but also increased service demands. Consequently, each year the General Fund budget has increased to meet those demands. However, our conservative budgeting philosophy has resulted in the ability to maintain a fund balance that is above our policy requirement of 25% or 90 days operating reserve.

#### GENERAL FUND EXPENDITURES

General Fund expenditures for FY 2017 are recommended at \$30,427,149. After subtracting transfers, the proposed current operating budget is \$29,912,149 which is an increase of 13.6% compared to the adopted 2015-16 budget and 11.1% when compared to the revised budget.

Significant enhancements in the General Fund include 23 new positions including a public information officer, six firefighters for Station No. 3, four patrol officers, two sergeants and an additional school resource officer in the Police Department. Also included are three positions in Public Works, an additional animal services officer, a GIS analyst in Engineering, an accounting manager in Finance, an Information Technology help desk position, and two Parks maintenance workers. The current year budget was amended to add five positions – a building inspector, plans reviewer, an assistant planner, Fire training officer, and fire inspector.

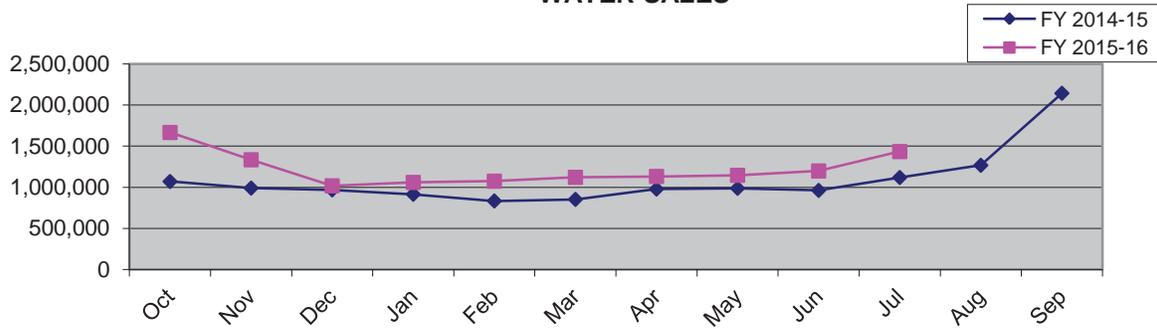
In addition to the new personnel and any required vehicles and equipment, funds are also included for the following – the employee merit program; an increase in the City's contribution towards dependent health insurance from 30% to 40% as previously approved by City Council; and continuation of the fiber optic build out (\$200,000.) This next phase brings the fiber optic project near completion (anticipated 2017-18) and will allow the City to have greater capacity and control over our telecommunication and Internet infrastructure. In the Police Department, funds are included for an education incentive and special assignment pay program.

The Public Works budget has been increased by \$410,000 from \$750,000 to \$1,165,000 for street and drainage repairs. We continue to build up our budget in this account so we do not defer critical maintenance. Additional funds are included in contractual services due to increased right-of-way mowing and drainage infrastructure maintenance.

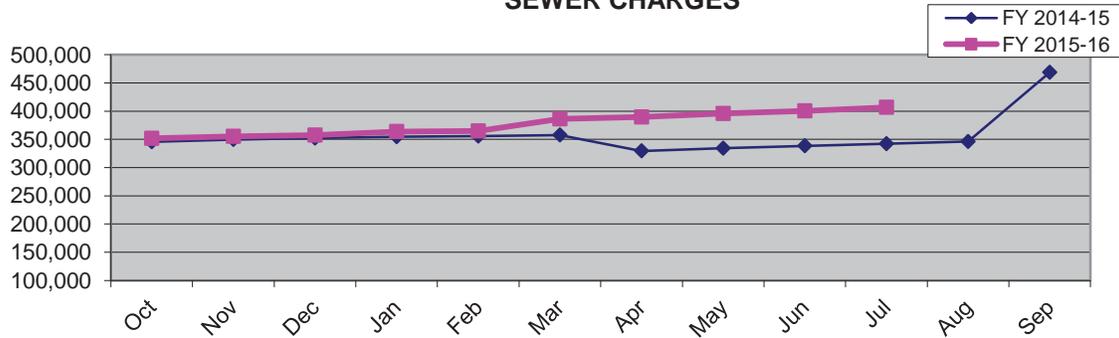
#### UTILITY FUND REVENUES

Revenues in the Utility Fund are projected to increase approximately \$3,041,000 or 15%, from the adopted FY 2015-2016 Budget. The increase is based on new customers as well as a relief from the drought conditions of the past several years. No rate increase is recommended for FY 2016-17. While the increased revenue is welcomed, it is also important. As you know, our annual debt service requirements have increased from \$3.6 million in 2011 and will rise to \$12.8 million in 2020. In addition to this increase in debt service, we must deal with ordinary inflation in electricity, chemicals and repairs to infrastructure that will age over that time period. In addition, over the next couple of years we will continue to analyze and prepare for the next phase of the BCRUA project with our regional partners.

### WATER SALES



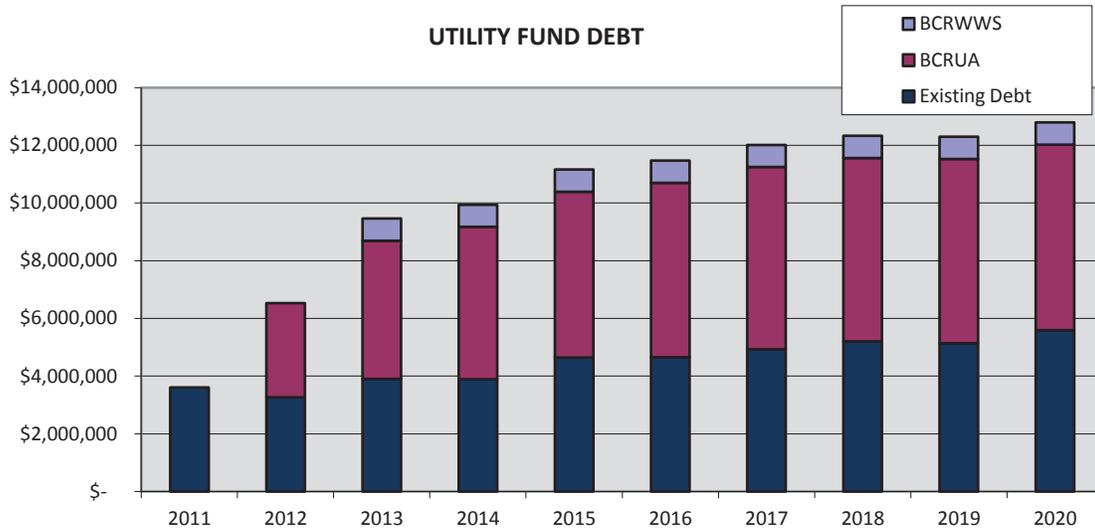
### SEWER CHARGES



### UTILITY FUND EXPENDITURES

Utility Fund operating expenditures and debt service (less transfers out) are expected to increase by \$3,068,322 or 16.2% primarily due to an increase in production at the both the Sandy Creek and regional water plants (\$900,000); aeration and filtration improvements at the wastewater treatment plant (\$365,000); N. Brushy Street waterline (\$400,000); and an increase in debt service (\$554,449). The budget also includes the addition of a four positions – a second plant operator for the Travisso Water Reclamation Plant, a meter services supervisor, utility billing manager, and customer service supervisor.

Below is the current and future debt service for the Utility Fund showing the impact of the BCRUA contract revenue debt that began in FY 2012 and the Brushy Creek Regional Wastewater System (BCRWWS) which began in FY 2013.



## GOLF FUND

The recommended budget for the Golf Fund is based upon anticipated play of 21,500 rounds. In the current year, we engaged Billy Casper Golf to provide an assessment of the golf course and its operations. The report provided a number of excellent recommendations to improve the profitability of the course. We continue our commitment to bring the course to a break even status that does not rely on a General Fund subsidy. The critical variable to positive financial performance is the number of rounds played. We have all seen the tremendous physical and aesthetic improvements to the course over the past couple of years. The goal is to reach the level of 25,000 to 30,000 annual rounds. This amount of play will cover all of our operating costs as well allow some modest amount of improvements to the course.

## CAPITAL IMPROVEMENT PROJECTS

Projects that were completed in the FY 2015-16 Fiscal Year include, the Benbrook Park baseball fields, the completion of the Bagdad Sidewalk Project from Crystal Falls to Bledsoe Park, and the intersection of 183A/SH183. The widening of 2243 / Hero Way is well underway and should be completed towards the end of 2017. 2016 GO Bond projects currently in the engineering phase include San Gabriel Parkway from CR 270 to Ronald Reagan Boulevard, Metro Drive from the Capital Metro station to Mel Mathis, Raider Way and Woodview Drive from Crystal Falls Parkway to 183A, and East Street from RM 2243 to Hero Way.

Based upon Council priorities expressed at your recent retreat, the initial priorities for construction include Metro Drive and North Brushy Street streetscape improvements. Construction for Raider Way/Woodview; San Gabriel and East Street are anticipated in the second draw of the 2016 GO Bond authorization.

Numerous park projects identified the Bond Task Force recommendations are also slated to begin in 2016-17. These include Lakewood Park design, parkland acquisition, Bledsoe Park synthetic turf

fields; Veterans Park, East Crystal Falls median landscaping and Mason Creek Trail. In addition, funding for initial planning and design of the Senior Center budgeted in the initial 2016 GO bonds.

In the Utility Fund, water projects proposed to be funded with water impact fees include CR 269/Hero Way waterline phase 1 (\$389,000); Kauffman Loop Elevated Storage Tank (\$2,850,000); Reagan Boulevard Booster Pump Station (\$2,490,000); and Metro Drive waterline (\$500,000). Wastewater projects include the Bar W Ranch wastewater line that is a joint effort of the developer, Leander MUD No. 3 and the City. Numerous other projects under construction by developers will involve impact fee funds as part of executed development agreements whereby the City pays for the oversizing and/or extension of certain infrastructure.

#### TRANSIT-ORIENTED DEVELOPMENT DISTRICT (T.O.D.)

In 2010, Capital Metro successfully opened the 32-mile commuter rail line between Leander and downtown Austin (Red Line). Since then, Austin Community College has acquired a 100-acre site for future campus location and several roadways have recently been completed, including Hero Way, San Gabriel Parkway and Mel Mathis Avenue. The current year saw the first vertical project start construction in the TOD. The Standard Apartments are partially open and will be completed by September.

Austin Community College will break ground on the first phase of its newly named San Gabriel Campus in October of 2016. The doors of the new campus are expected to open in the summer of 2018 and when all phases are completed, the campus should accommodate over 10,000 students. The first vertical mixed use project in the TOD is under review and should begin construction by the first quarter of 2017.

#### CONCLUSION

I want to thank all of the staff that have worked on this document. We have many talented and dedicated employees that make this city operate effectively on a daily basis, despite the many challenges that they face. I look forward to working with the City Council to finalize this budget and set in motion an operational and financial plan to guide us through FY 2016-17 and beyond.

Sincerely,



Kent Cagle  
City Manager



**CITY OF LEANDER, TEXAS**  
**FY 2016-17**  
**PROPOSED BUDGET**  
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## **BUDGET PROCESS**

The City Charter establishes the fiscal year, which begins October 1 and ends September 30 of the following year. The Charter also requires the City Manager to submit a proposed budget no later than August 1 prior to the start of the next fiscal year. The budget process begins each year in the early spring. The Finance Department projects revenue estimates for the coming year and then, after preliminary meetings with the Finance Director, department directors submit their requested budgets to the City Manager.

After receiving the budget requests, the City Manager and Finance Director conduct a series of meetings in May and early June with each director to review and discuss their budget requests.

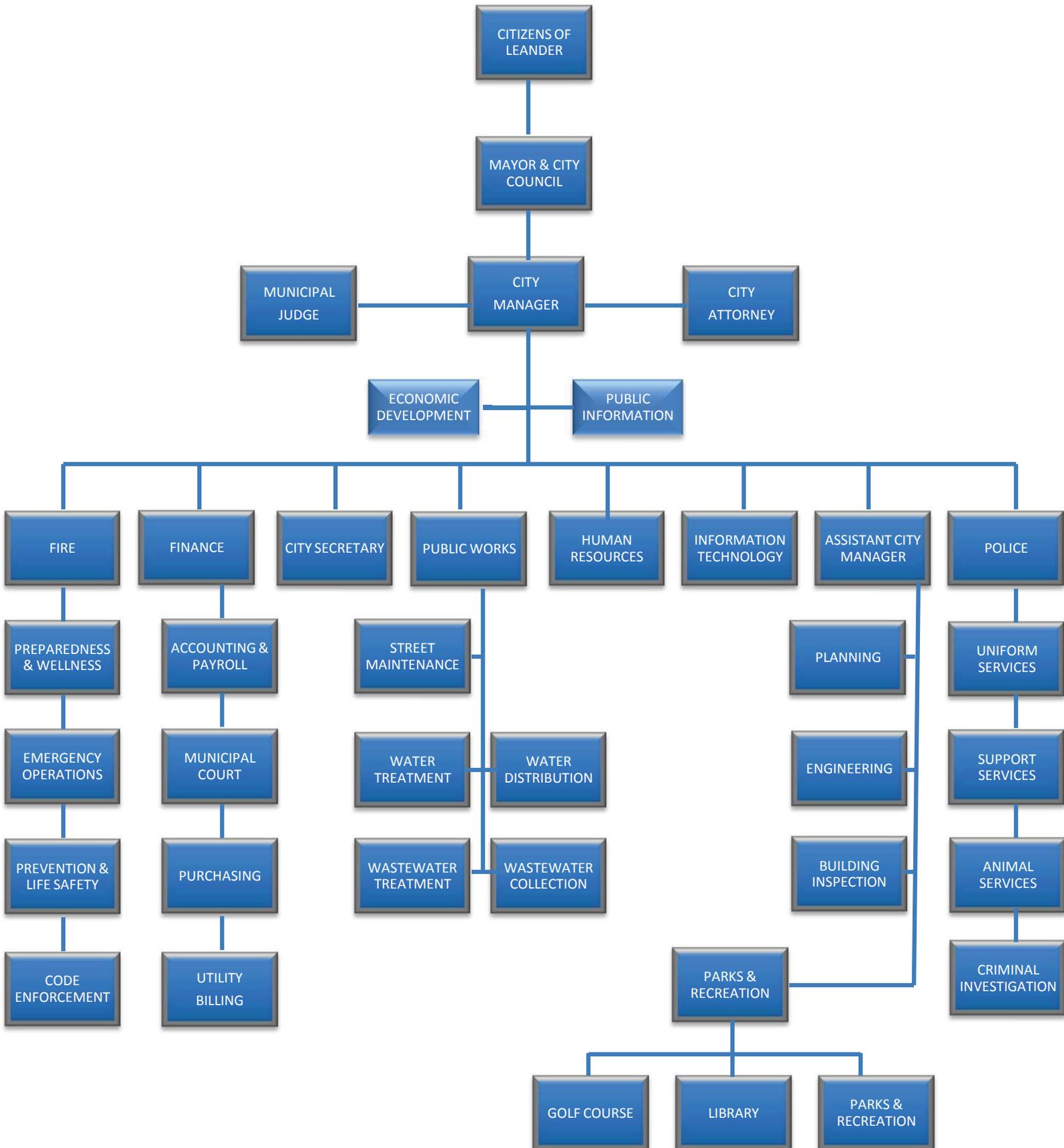
By law, appraisal districts must certify the tax roll by July 25. This is usually the last potential variable in putting together the City Manager's proposed budget to the City Council.

## **BUDGET CALENDAR FY 2016-17**

-

<b>August 1</b>	City Manager Proposed Budget Due to City Council
<b>August 4</b>	Regular City Council Meeting to Discuss Proposed Tax Rate & Schedule Two Public Hearings
<b>August 11</b>	Publish Notice of Proposed Tax Rate & Public Hearings Schedule
<b>August 18</b>	Regular Council Meeting – 1st Public Hearing on Proposed Tax Rate
<b>September 1</b>	Regular City Council Meeting – 2 <sup>nd</sup> Public Hearing on Proposed Tax Rate;
<b>September 15</b>	Regular City Council Meeting – Hold Public Hearing on Budget; Vote on Budget; First Reading on Tax Rate
<b>September 19</b>	Second (& Final) Reading on Tax Rate; Adopt Tax Rate

# City of Leander, Texas Organization Chart FY 2016-17





# Leander City Council 2016-2017



**Andrea Navarrette**  
Place 1



**Michelle Stephenson**  
Place 2



**Shanan Shepherd**  
Place 3



**Christopher Fielder**  
Mayor



**Ron Abruzzese**  
Mayor Pro Tem



**Jeff Seiler**  
Place 5



**Troy Hill**  
Place 6



**FY 2016-17  
PROPOSED BUDGET**

**OPERATING  
FUNDS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>General Fund-01</b>						
Beginning Fund Balance	7,734,755	8,919,250	8,452,962	9,167,050	9,167,050	7,970,313
<b>Revenues</b>	<b>21,923,509</b>	<b>25,040,502</b>	<b>26,287,426</b>	<b>26,655,676</b>	<b>27,866,604</b>	<b>29,177,149</b>
<b>Expenditures</b>						
CITY MANAGER	464,623	262,329	302,337	302,337	319,550	432,982
CITY SECRETARY	178,793	216,744	204,423	204,423	221,865	200,468
FINANCE	386,504	448,074	486,346	486,346	500,204	624,544
CITY COUNCIL	49,847	59,810	43,224	43,224	43,656	43,970
LIBRARY	563,855	573,773	610,667	610,667	610,667	615,867
URBAN DEVELOPMENT	239,192	45,618	0	0	0	0
ECONOMIC DEVELOPMENT	113,301	233,379	422,861	422,861	403,871	432,273
HUMAN RESOURCES	0	217,760	269,823	269,823	266,330	334,986
INFORMATION TECHNOLOGY	0	196,154	766,116	766,116	747,172	1,030,113
MUNICIPAL COURT	234,406	285,127	370,427	370,427	355,336	379,719
MUNICIPAL COURT JUDGE	43,001	47,668	0	0	0	0
PLANNING & DEVELOPMENT SVCS	400,887	598,041	510,425	545,425	536,672	578,328
PUBLIC WORKS	1,480,747	2,163,590	2,486,130	2,486,130	2,615,475	3,303,817
ENGINEERING	888,175	1,186,087	1,574,279	1,574,279	1,518,882	1,649,123
PARKS & RECREATION	915,964	1,162,779	1,312,111	1,452,236	1,458,175	1,483,384
POLICE DEPARTMENT	4,893,008	5,500,481	5,996,350	5,996,350	6,284,931	6,947,448
ANIMAL SERVICES	193,157	268,596	260,389	260,389	266,107	376,416
CODE ENFORCEMENT	144,717	132,180	145,363	145,363	128,441	164,656
FIRE DEPARTMENT	3,727,002	4,869,352	5,476,482	5,733,482	5,880,483	6,070,617
BLDG INSPECTIONS	468,169	794,496	982,978	1,057,978	1,071,250	1,106,235
NON-DEPARTMENTAL	3,135,142	3,490,434	4,105,695	4,200,945	3,967,274	4,137,203
<b>Total Expenditures</b>	<b>18,520,490</b>	<b>22,752,472</b>	<b>26,326,426</b>	<b>26,928,801</b>	<b>27,196,341</b>	<b>29,912,149</b>
<b>Current Operating surplus/(deficit)</b>	<b>3,403,019</b>	<b>2,288,030</b>	<b>(39,000)</b>	<b>(273,125)</b>	<b>670,263</b>	<b>(735,000)</b>
Transfers In	1,360,000	1,360,000	1,250,000	1,250,000	1,250,000	1,250,000
Transfers Out	(3,578,524)	(3,522,300)	(3,117,000)	(3,117,000)	(3,117,000)	(515,000)
<b>Net Transfers In / (Out)</b>	<b>(2,218,524)</b>	<b>(2,162,300)</b>	<b>(1,867,000)</b>	<b>(1,867,000)</b>	<b>(1,867,000)</b>	<b>735,000</b>
Ending Fund Balance	8,919,250	9,044,980	6,546,962	7,026,925	7,970,313	7,970,313
(less) Reserve Policy-25%	(4,630,123)	(5,688,118)	(6,581,607)	(6,732,200)	(6,799,085)	(7,478,037)
<b>Over / (Under) Reserve Policy</b>	<b>4,289,128</b>	<b>3,356,862</b>	<b>(34,645)</b>	<b>294,725</b>	<b>1,171,228</b>	<b>492,276</b>
Operating Reserve (days)	176	145	91	95	107	97

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND REVENUES</b>						
<b>ADMINISTRATIVE</b>						
01-00-4002 ANIMAL CONTROL REDEMPTION FEES	3,270	3,290	3,200	3,200	1,980	3,200
01-00-4010 ANIMAL REGISTRATION FEES	902	1,051	1,000	1,000	1,000	1,000
01-00-4020 CTRMA / BRYSON MOU	0	0	0	0	0	0
01-00-4068 OAK CREEK PID REIMBURSEMENT	0	36,713	0	0	6,000	35,000
01-00-4069 TIRZ REIMBURSEMENT	130,000	130,000	0	0	0	0
<b>TOTAL ADMINISTRATIVE</b>	<b>134,172</b>	<b>171,054</b>	<b>4,200</b>	<b>4,200</b>	<b>8,980</b>	<b>39,200</b>
<b>FINES</b>						
01-00-4120 CITY PERCENTAGE-STATE COSTS	34,193	22,065	24,000	24,000	24,000	22,000
01-00-4140 JUVENILE CASE MANAGER FEE	24,626	20,501	22,000	22,000	22,000	20,000
01-00-4155 MUNICIPAL COURT RECEIPTS-FINES	242,358	233,163	265,000	265,000	265,000	265,000
01-00-4160 NOTARY / FILING FEES	5	275	275	275	275	275
01-00-4190 SPECIAL COURT FEES	31,766	22,879	25,000	25,000	25,000	20,000
01-00-4195 STATE ARREST FEES	32,379	25,081	25,000	25,000	25,000	24,000
<b>TOTAL FINES</b>	<b>365,326</b>	<b>323,964</b>	<b>361,275</b>	<b>361,275</b>	<b>361,275</b>	<b>351,275</b>
<b>FRANCHISE FEES</b>						
01-00-4230 FRANCHISE FEES	1,387,165	1,661,328	1,586,000	1,586,000	1,650,000	1,650,000
01-00-4250 MUNICIPAL FEES	54,336	61,463	70,000	70,000	70,000	70,000
<b>TOTAL FRANCHISE FEES</b>	<b>1,441,501</b>	<b>1,722,791</b>	<b>1,656,000</b>	<b>1,656,000</b>	<b>1,720,000</b>	<b>1,720,000</b>
<b>SPECIAL FEES</b>						
01-00-4302 BOOK / MDSE SALES	819	1,000	1,000	1,000	1,000	1,000
01-00-4316 CONTRIBUTIONS - LIBRARY	1,057	1,006	1,000	1,000	1,000	1,000
01-00-4317 COPIER / PRINTER FEES	14,398	12,179	10,000	10,000	10,000	10,000
01-00-4327 FINES & FEES LIBRARY	12,727	13,115	12,500	12,500	12,500	12,500
01-00-4343 INTER LIBRARY LOANS	308	2,017	250	250	250	250
01-00-4346 LIBRARY CARDS	4,361	3,783	3,500	3,500	3,500	3,500
01-00-4348 LONE STAR	0	24	0	0	0	0
01-00-4351 GRANTS - LIBRARY	4,800	0	0	0	0	0
01-00-4371 RENTAL FEES	3,984	3,739	4,000	4,000	4,000	4,000
<b>TOTAL SPECIAL FEES</b>	<b>42,454</b>	<b>36,863</b>	<b>32,250</b>	<b>32,250</b>	<b>32,250</b>	<b>32,250</b>
<b>MISCELLANEOUS</b>						
01-00-4400 ACCIDENT REPORT COPIES	2,174	630	1,500	1,500	100	100
01-00-4412 ASPHALT PENALTIES	4,342	0	0	0	0	0
01-00-4415 CASH OVER/UNDER	54	-6	0	0	0	0
01-00-4420 CONSTRUCTION INSPECTION FEES	2,139,556	1,735,442	1,700,000	1,784,250	2,150,000	1,700,000
01-00-4421 COPIES & OPEN RECORDS REQUEST	70	359	25	25	85	25
01-00-4426 COUNTY GLEN ROW VACATE	0	0	0	0	0	0
01-00-4427 CREDIT CARD FEES COLLECTED	8,298	6,426	7,800	7,800	7,800	7,800
01-00-4435 DONATIONS 4TH OF JULY	12,995	10,700	10,000	10,000	10,000	10,000
01-00-4443 FD CIVIL DEFENSE FEMA REIMB	0	0	0	0	0	0
01-00-4446 FIRE- GRANTS	12,999	47,757	0	0	2,229	0
01-00-4447 FIRE SAFER GRANT	190,285	177,676	114,431	114,431	114,431	0
01-00-4448 GARBAGE COLLECTIONS	1,490,311	1,954,587	2,000,250	2,145,250	2,145,000	2,250,000
01-00-4449 INTEREST INCOME	25,707	22,900	8,500	8,500	25,000	35,000
01-00-4455 MAPS	380	320	100	100	120	100
01-00-4465 ORDINANCES	100	0	0	0	0	0
01-00-4467 OTHER REVENUE	8,929	20,662	5,000	5,000	52,000	5,000
01-00-4478 PROFESSIONAL FEES	51,015	49,975	45,000	45,000	45,000	45,000
01-00-4479 PROPERTY DAMAGE CLAIMS	214	0	0	0	1,665	0

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
01-00-4489 SALE OF ASSETS	14,200	96,962	5,000	5,000	40,000	5,000
01-00-4492 TOD UDO REIMBURSEMENT	0	0	0	0	0	0
01-00-4494 TOD-PLAN REVIEW FEES	0	0	0	0	0	0
01-00-4498 WILLIAMSON CO. F.D. CONTRIBU	32,793	34,513	30,000	30,000	35,514	30,000
<b>TOTAL MISCELLANEOUS</b>	<b>3,994,422</b>	<b>4,158,902</b>	<b>3,927,606</b>	<b>4,156,856</b>	<b>4,628,944</b>	<b>4,088,025</b>

#### PERMITS & LICENSES

01-00-4520 BUILDING PERMITS	2,888,989	3,515,494	3,520,000	3,520,000	3,650,000	3,520,000
01-00-4521 BLDG PLAN REVIEW FEES	195,042	237,338	165,000	165,000	180,000	165,000
01-00-4522 CODE ENFORCEMENT FEES	187	9,820	500	500	0	500
01-00-4525 FIRE REVIEW FEE	12,137	112,885	96,000	96,000	20,000	40,000
01-00-4527 FIRE PERMITS FEE	400	8,680	8,500	8,500	8,500	8,500
01-00-4528 MPN TECHNOLOGY FEE	2,270	33,755	20,000	20,000	40,000	50,000
01-00-4530 LIQUOR PERMITS	3,301	6,336	6,000	6,000	3,000	3,000
01-00-4545 LEGAL REVIEW FEES	85,051	81,953	45,000	45,000	45,000	45,000
01-00-4546 PLAN REVIEW FEE - K.FRIESE	1,898	250	0	0	0	0
01-00-4555 SITE DEVELOPMENT FILING FEE	78,357	137,956	75,000	75,000	125,000	150,000
01-00-4562 SPECIAL EVENTS PD	733	0	500	500	500	500
01-00-4565 SUBDIVISION FILING FEE	298,365	205,432	137,500	137,500	175,000	150,000
01-00-4595 ZONING FILING FEE	146,279	68,834	45,000	45,000	45,000	50,000
<b>TOTAL PERMITS &amp; LICENSES</b>	<b>3,713,009</b>	<b>4,418,733</b>	<b>4,119,000</b>	<b>4,119,000</b>	<b>4,292,000</b>	<b>4,182,500</b>

#### POLICE SPECIAL REVENUE

01-00-4620 LEOSE-TRAINING	2,902	4,631	2,995	2,995	3,055	3,055
01-00-4625 LISD - INTERLOCAL AGREEMENT	223,994	245,881	245,000	245,000	255,000	380,744
01-00-4630 LISD - POLICE OVERTIME	47,715	47,267	50,000	50,000	50,000	50,000
01-00-4640 MEDICAL VICTIMS/AG OFFICE	1,195	4,676	1,500	1,500	2,500	1,500
01-00-4655 PSAP SUPPLY RESTRICTED	1,500	1,500	1,500	1,500	1,500	1,500
01-00-4660 RESTITUTION REVENUE	0	136	0	0	0	0
01-00-4680 FIRE - WMS ESD #9	0	0	0	102,000	204,000	204,000
01-00-4690 WARRANT FEES	27,276	22,566	26,000	26,000	26,000	20,000
01-00-4695 WRECKER PERMIT FEE	550	0	600	600	600	600
<b>TOTAL POLICE SPECIAL REVENUE</b>	<b>305,132</b>	<b>326,657</b>	<b>327,595</b>	<b>429,595</b>	<b>542,655</b>	<b>661,399</b>

#### RECREATION FEES

01-00-4718 CONCERTS & EVENTS	8,575	16,390	8,500	8,500	8,500	6,500
01-00-4730 FIELD RENTAL	43,952	16,729	35,000	35,000	35,000	35,000
01-00-4750 BASEBALL REGISTRATION	0	0	0	37,000	25,000	70,000
01-00-4760 MOVIES IN THE PARK REVENUE	2,832	2,600	3,000	3,000	3,000	3,000
01-00-4770 PARK FACILITY USE FEES	7,390	7,575	6,000	6,000	6,000	6,000
01-00-4771 PARK PERMITS	50	50	500	500	500	500
01-00-4772 RECREATION PROGRAMS	0	0	0	0	0	0
01-00-4780 SWIMMING POOL FEES	11,171	17,675	20,000	20,000	18,000	18,000
<b>TOTAL RECREATION FEES</b>	<b>73,970</b>	<b>61,020</b>	<b>73,000</b>	<b>110,000</b>	<b>96,000</b>	<b>139,000</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>TAXES</b>						
01-00-4821 BEVERAGE TAX	5,520	8,653	6,500	6,500	17,000	18,500
01-00-4837 CURRENT PROPERTY TAX	8,816,361	10,207,112	11,975,000	11,975,000	12,110,000	13,875,000
01-00-4850 DELINQUENT PROPERTY TAX	3,004	91,701	45,000	45,000	62,500	45,000
01-00-4870 PENALTY & INTEREST	42,506	43,577	25,000	25,000	35,000	25,000
01-00-4880 SALES TAX 1%	2,986,133	3,469,477	3,735,000	3,735,000	3,960,000	4,000,000
<b>TOTAL TAXES</b>	<b>11,853,524</b>	<b>13,820,520</b>	<b>15,786,500</b>	<b>15,786,500</b>	<b>16,184,500</b>	<b>17,963,500</b>
<b>TRANSFERS</b>						
01-00-4970 TRANSFER IN UTILITY FUND	1,360,000	1,360,000	1,250,000	1,250,000	1,250,000	1,250,000
<b>TOTAL TRANSFERS</b>	<b>1,360,000</b>	<b>1,360,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>
<b>TOTAL REVENUES</b>	<b>23,283,509</b>	<b>26,400,502</b>	<b>27,537,426</b>	<b>27,905,676</b>	<b>29,116,604</b>	<b>30,427,149</b>

## CITY MANAGER

The City Manager is the City's chief executive officer appointed by the City Council and responsible for the proper administration of the business affairs of the City. The City Manager's duties include executing laws and/or policies established by the City Council; submitting an annual budget for their approval; and providing strategic leadership and professional management for the entire organization.

Beginning in FY 2015, a new budget unit for Human Resources (HR) was established and the associated personnel and expenses are now accounted for in that unit.

### FY 2015-16 ACCOMPLISHMENTS

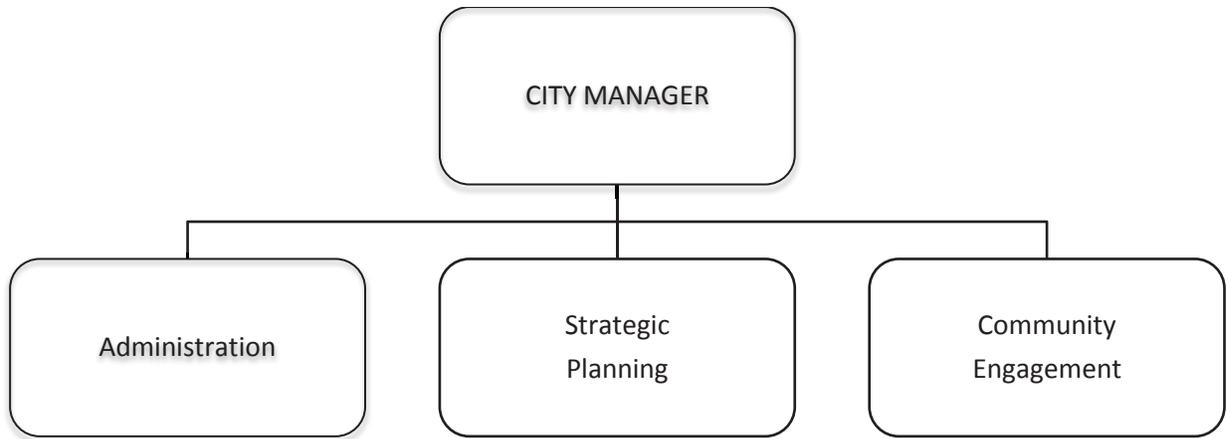
- Assisted City Council with creation of successful bond task force
- Initiated YMCA Feasibility Study
- Initiated Crystal Falls Golf Course Assessment Study
- Recruited and hired Parks & Recreation Director

### FY 2016-17 OBJECTIVES

- Complete relocation of Fire Station #1 and repurpose Pat Bryson Municipal Hall to consolidate and house Development Services
- Oversee implementation of the 2016 voter approved General Obligation Bond Program
- Continue Development of Old Town incentives plan
- Economic Development

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes a new Public Information Officer position.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
CITY MANAGER	1	1	1	1
PUBLIC INFORMATION OFFICER	0	0	0	1
HR ADMINISTRATOR	1	0	0	0
ADMINISTRATIVE ASSISTANT	1	0	0	0
HR GENERALIST	1	0	0	0
ASSISTANT CITY MANAGER *	0	*	*	*
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>

\* See Planning and Development Services Department

PROGRAM & SERVICES CONTACT INFORMATION		
City Manager's Office	<a href="http://www.leandertx.gov/citymanager">www.leandertx.gov/citymanager</a>	(512) 528-2700

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01 -GENERAL FUND</b>						
<b>CITY MANAGER</b>						
<b>PERSONNEL</b>						
01-01-5110 SUPERVISION	192,998	200,799	197,637	197,637	205,915	203,570
01-01-5120 OPERATIONS	115,318	0	0	0	0	90,000
01-01-5152 PHONE ALLOWANCE	3,810	1,815	1,800	1,800	1,800	3,600
01-01-5153 LONGEVITY	840	180	240	240	240	300
01-01-5155 CAR ALLOWANCE	7,865	7,865	7,800	7,800	7,800	12,600
01-01-5180 FICA	14,247	7,433	7,049	7,049	7,049	13,227
01-01-5182 HEALTH, DENTAL & LIFE	18,120	8,306	9,685	9,685	9,685	17,319
01-01-5186 MDC	4,432	2,922	3,008	3,008	3,008	4,470
01-01-5188 TMRS	35,412	23,606	24,073	24,073	24,073	38,017
01-01-5190 UNEMPLOYMENT INSURANCE	834	9	207	207	207	351
01-01-5192 WORKERS COMP	586	408	388	388	323	578
<b>TOTAL PERSONNEL</b>	<b>394,462</b>	<b>253,342</b>	<b>251,887</b>	<b>251,887</b>	<b>260,100</b>	<b>384,032</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-01-5217 MINOR EQUIPMENT	354	0	1,000	1,000	1,000	1,000
01-01-5250 OFFICE SUPPLIES	8,713	930	2,000	2,000	2,000	2,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>9,067</b>	<b>930</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-01-5503 BUILDING MAINTENANCE	86	66	0	0	0	0
01-01-5520 EQUIPMENT REPAIRS & MAINT	258	0	250	250	250	250
01-01-5555 MAINTENANCE CONTRACTS	3,468	0	0	0	0	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>3,812</b>	<b>66</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>CONTRACTUAL SERVICES</b>						
01-01-5600 CONTRACT LABOR	41,843	695	5,000	5,000	5,000	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>41,843</b>	<b>695</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-01-5807 CELL PHONE / PAGER	0	0	0	0	0	0
01-01-5915 POSTAGE	297	17	200	200	200	200
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>297</b>	<b>17</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-01-6201 DUES & SUBSCRIPTIONS	3,283	3,699	6,000	6,000	6,000	6,000
01-01-6202 ADVERTISING & PRINTING	2,347	21	500	500	500	500
01-01-6380 TRAVEL & TRAINING	9,002	3,559	10,500	10,500	9,000	9,000
01-01-6999 CONTINGENCY	511	0	25,000	25,000	35,500	25,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>15,142</b>	<b>7,279</b>	<b>42,000</b>	<b>42,000</b>	<b>51,000</b>	<b>40,500</b>
<b>TOTAL CITY MANAGER</b>	<b>464,623</b>	<b>262,329</b>	<b>302,337</b>	<b>302,337</b>	<b>319,550</b>	<b>432,982</b>



## CITY SECRETARY

The City Secretary serves as custodian of official City records and public documents and provides administrative support as required to the City Manager, Mayor and City Council. As the Records Management Officer, the City Secretary is responsible for responding to requests for release of open records for the City in accordance with the Texas Public Information Act. All meetings of the City Council and City Boards & Commissions are posted in accordance with the Texas Open Meetings Act. The City Secretary serves as administrator for all City elections and issues liquor permits for businesses serving alcohol within the city limits. All ordinances, resolutions, contracts, easements, deeds, bonds and other documents requiring City certification are sealed and attested by the City Secretary.

### FY 2015-16 ACCOMPLISHMENTS

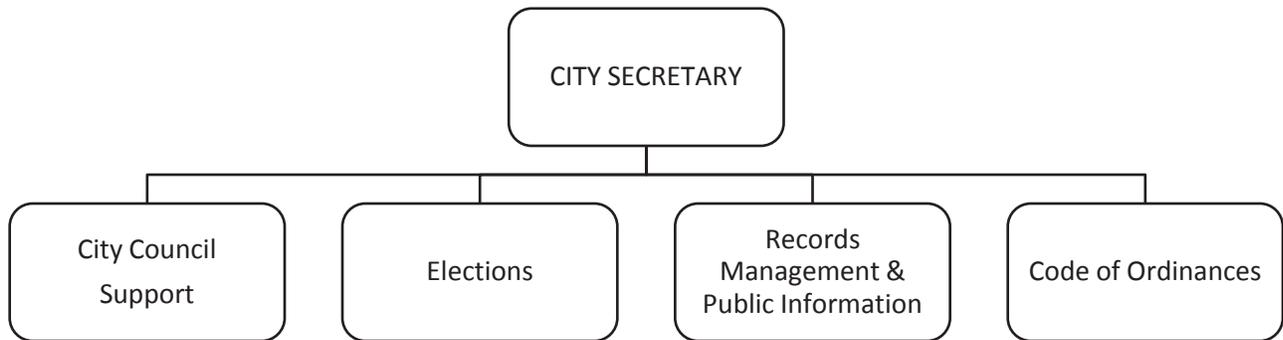
- Continued recertification with Texas Municipal Clerks Certification Program
- Continued working with Leander City Council
- Continued working with Boards and Commissions
- Remained active with Capital Chapter of the Texas Municipal Clerks
- Updated Leander Code of Ordinances with Franklin Legal Publishing
- Continued implementation of Laserfiche for cloud based document management
- Maintained Records Retention Facility to make records readily available to staff
- Continued filling open records requests according to State Law
- Conducted General Election and Special Bond Election in May 2016
- Reconfigured filing system in office with the Deputy City Secretary

### FY 2016-17 OBJECTIVES

- Continue work on Texas Registered Municipal Clerks Recertification Program
- Update all Boards and Commissions to ensure they are in active status
- Maintain applications to keep all City Boards and Commissions current and full
- Attend seminars to stay updated on Legislative issues concerning municipalities
- Keep Code of Ordinances updated with Franklin Legal Publishing
- Continue scanning of all documents into Laserfiche for cloud based document management
- Maintain all City Liquor Permits to ensure they are paid and up to date
- Train other Departments on the use of Laserfiche
- Coordinate semi-annual retreats for City Council

### SUMMARY OF SIGNIFICANT CHANGES

City Council members serve three-year terms. Municipal elections are held the second Saturday in May in two out of every three years. The next General election is scheduled for May 2018.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
CITY SECRETARY	1	1	1	1
DEPUTY CITY SECRETARY	0	0	1	1
ADMINISTRATIVE ASSISTANT	0	1	0	0
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Open Records Requests	260	280	300
• City Liquor Permits	29	33	40
• Taxicab Permits	2	2	2

PROGRAM & SERVICES CONTACT INFORMATION		
City Secretary	<a href="http://www.leandertx.gov/citysecretary">www.leandertx.gov/citysecretary</a>	(512) 528-2743
Williamson County Elections	<a href="http://www.wilco.org">www.wilco.org</a>	(512) 943-1630
Travis County Elections	<a href="http://www.traviscountyclerk.org">www.traviscountyclerk.org</a>	(512) 854-4996
Texas Ethics Commission	<a href="http://www.ethics.state.tx.us">www.ethics.state.tx.us</a>	(800) 252-8683
Texas Secretary of State	<a href="http://www.sos.state.tx.us">www.sos.state.tx.us</a>	(512) 463-5650

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>CITY SECRETARY</b>						
<b>PERSONNEL</b>						
01-02-5110 SUPERVISION	69,250	71,219	70,633	70,633	70,633	70,633
01-02-5120 OPERATIONS	31,440	42,115	47,501	47,501	48,970	49,150
01-02-5140 OVERTIME	0	0	0	0	0	5,000
01-02-5152 PHONE ALLOWANCE	1,905	1,815	1,800	1,800	1,800	1,800
01-02-5153 LONGEVITY	780	1,200	1,320	1,320	1,320	1,440
01-02-5180 FICA	6,282	6,965	7,121	7,121	7,121	7,937
01-02-5182 HEALTH, DENTAL & LIFE	9,340	12,445	13,923	13,923	13,923	14,717
01-02-5186 MDC	1,469	1,629	1,665	1,665	1,665	1,856
01-02-5188 TMRS	11,354	12,951	13,326	13,326	13,326	15,977
01-02-5190 UNEMPLOYMENT INSURANCE	414	18	414	414	414	437
01-02-5192 WORKERS COMP	142	222	215	215	193	230
<b>TOTAL PERSONNEL</b>	<b>132,377</b>	<b>150,580</b>	<b>157,918</b>	<b>157,918</b>	<b>159,365</b>	<b>169,177</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-02-5215 COMPUTER HARDWARE	1,086	5,661	0	0	0	0
01-02-5250 OFFICE SUPPLIES	818	1,198	1,000	1,000	1,200	1,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>1,904</b>	<b>6,858</b>	<b>1,000</b>	<b>1,000</b>	<b>1,200</b>	<b>1,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-02-5555 MAINTENANCE CONTRACTS	0	1,245	0	0	0	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>1,245</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CONTRACTUAL SERVICES</b>						
01-02-5600 CONTRACT LABOR	1,034	996	1,350	1,350	5,350	3,346
01-02-5626 EQUIPMENT LEASES	0	2,570	4,650	4,650	4,650	3,000
01-02-5628 ELECTION EXPENSE	28,104	19,801	20,000	20,000	30,000	0
01-02-5672 RECORDS MANAGEMENT	8,388	24,760	13,435	13,435	15,000	14,035
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>37,526</b>	<b>48,127</b>	<b>39,435</b>	<b>39,435</b>	<b>55,000</b>	<b>20,381</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-02-5807 CELL PHONE / PAGER	0	0	0	0	0	0
01-02-5912 COURT RECORDING FEES	200	0	200	200	200	200
01-02-5915 POSTAGE	1,047	237	150	150	200	150
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>1,247</b>	<b>237</b>	<b>350</b>	<b>350</b>	<b>400</b>	<b>350</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-02-6201 DUES & SUBSCRIPTIONS	190	230	220	220	400	260
01-02-6202 ADVERTISING & PRINTING	1,105	1,354	1,500	1,500	1,500	1,000
01-02-6380 TRAVEL & TRAINING	4,443	8,111	4,000	4,000	4,000	8,300
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>5,738</b>	<b>9,696</b>	<b>5,720</b>	<b>5,720</b>	<b>5,900</b>	<b>9,560</b>
<b>TOTAL CITY SECRETARY</b>	<b>178,793</b>	<b>216,744</b>	<b>204,423</b>	<b>204,423</b>	<b>221,865</b>	<b>200,468</b>



## FINANCE

The Finance Department's primary responsibilities include Accounting, Accounts Payable, Payroll, Purchasing, and Budget. The department provides financial reporting to city management and to the City Council and assists other departments by providing the information and/or resources they need to accomplish their respective missions. The department is also responsible for debt and cash management as well as overseeing internal financial controls throughout the organization. The department also has working relationships with the Williamson and Travis Central appraisal districts and both the Williamson and Travis County tax offices. The City's fiscal year begins October 1 and ends September 30. The City's Home Rule Charter requires the City Manager to submit a proposed budget to the City Council by August 1. The Finance Department provides assistance to the city manager in preparing the Annual Budget and is responsible for producing the final document.

### FY 2015-16 ACCOMPLISHMENTS

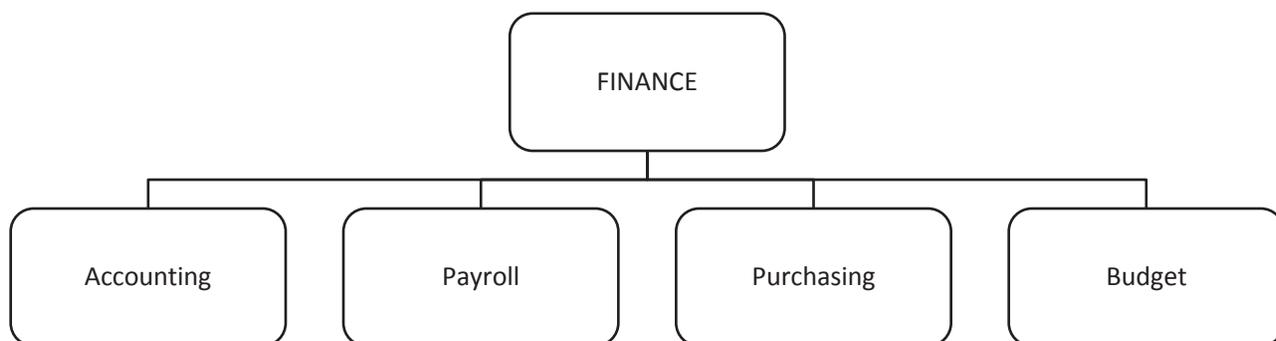
- Received unqualified opinion for the FY 2014-15 audit
- Assisted Citizens Bond Task Force
- Prepared successful bid for Employee Health Insurance
- Prepared RFQ for Debt Underwriter Services
- Developed enhanced project accounting processes
- Hosted citywide Purchasing Policy training session
- Issued an additional 18 formal solicitations
- Conducted cash handling training
- Maintained bond credit rating (Moody's Aa3) and S&P (AA-)

### FY 2016-17 OBJECTIVES

- Prepare long-range capital budget for adoption by City Council
- Increase purchasing policy and credit card policy efficiencies through staff training
- Facilitate successful issuance of Series 2016 Certificates of Obligation and General Obligation Bonds
- Support and train for increased usage of interlocal agreement contracts for purchasing purposes
- Participate in State Comptroller's Transparency Stars program
- Complete Payment Card Industry (PCI) compliance reports
- Improve City's bond credit rating

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes a new Accounting Manager position and increases in contractual services for investment advisory contract (\$20,000) and credit card merchant services PCI compliance (\$15,000). A General Services Manager position is being created to consolidate purchasing and contractual management activities with facility maintenance activities.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
FINANCE DIRECTOR	1	1	1	1
PURCHASING AGENT	1	1	1	0
GENERAL SERVICES MANAGER	0	0	0	1
ACCOUNTING MANAGER	0	0	0	1
SENIOR ACCOUNTANT	0	1	1	1
ASSISTANT TO FINANCE DIRECTOR	1	1	0	0
ACCOUNTING CLERK	1	1	1	1
PAYROLL CLERK	0	0	1	1
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>6</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Investments (Quarter Average)	\$53,849,805	\$57,000,000	\$90,000,000
• Payroll Administration (Approved FTEs)	218.0	230.5	257.5
• Accounts Payable checks & EFTs issued	3,478	3,920	4,325
• Purchase Orders Processed	2,680	2,800	2,600

PROGRAM & SERVICES CONTACT INFORMATION		
Accounts Payable	<a href="http://www.leandertx.gov/finance">www.leandertx.gov/finance</a>	(512) 528-2728
Accounting		(512) 528-2719
Purchasing		(512) 528-2730
Payroll		(512) 528-2726
Williamson County Tax Office	<a href="http://www.wilco.org">www.wilco.org</a>	(512) 943-1603
Travis County Tax Office	<a href="http://www.co.travis.tx.us">www.co.travis.tx.us</a>	(512) 854-9473
Williamson Central Appraisal District	<a href="http://www.wcad.org">www.wcad.org</a>	(512) 930-3787
Travis Central Appraisal District	<a href="http://www.traviscad.org">www.traviscad.org</a>	(512) 834-9317

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>FINANCE</b>						
<b>PERSONNEL</b>						
01-03-5110 SUPERVISION	110,205	114,826	114,444	114,444	118,960	187,137
01-03-5120 OPERATIONS	109,057	136,137	161,639	161,639	166,114	167,502
01-03-5140 OVERTIME	207	72	150	150	150	150
01-03-5152 PHONE ALLOWANCE	445	424	420	420	420	420
01-03-5153 LONGEVITY	960	900	1,080	1,080	1,080	1,320
01-03-5155 CAR ALLOWANCE	4,840	4,840	4,800	4,800	4,800	4,800
01-03-5180 FICA	13,686	14,442	17,142	17,142	17,142	22,055
01-03-5182 HEALTH, DENTAL & LIFE	18,536	20,653	27,846	27,846	27,846	34,726
01-03-5186 MDC	3,201	3,352	4,095	4,095	4,095	5,237
01-03-5188 TMRS	24,941	26,777	32,763	32,763	32,763	44,747
01-03-5190 UNEMPLOYMENT INSURANCE	630	36	828	828	828	864
01-03-5192 WORKERS COMP	401	431	529	529	451	676
<b>TOTAL PERSONNEL</b>	<b>287,109</b>	<b>322,889</b>	<b>365,736</b>	<b>365,736</b>	<b>374,649</b>	<b>469,634</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-03-5204 BUDGET EXPENSE	20,950	12,156	12,000	12,000	12,000	12,000
01-03-5215 COMPUTER HARDWARE	0	2,535	0	0	170	0
01-03-5250 OFFICE SUPPLIES	4,815	8,689	6,000	6,000	6,000	6,000
01-03-5252 SOFTWARE	264	1,029	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>26,028</b>	<b>24,408</b>	<b>18,000</b>	<b>18,000</b>	<b>18,170</b>	<b>18,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-03-5485 SOFTWARE MAINTENANCE	20,884	16,951	17,800	17,800	19,950	17,800
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>20,884</b>	<b>16,951</b>	<b>17,800</b>	<b>17,800</b>	<b>19,950</b>	<b>17,800</b>
<b>CONTRACTUAL SERVICES</b>						
01-03-5600 CONTRACT LABOR	38,200	69,313	68,300	68,300	68,300	103,300
01-03-5602 ALARM MONITORING	803	258	500	500	500	500
01-03-5608 BRINKS ARMORED CAR SERVICE	5,355	5,439	5,220	5,220	5,220	5,220
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>44,358</b>	<b>75,011</b>	<b>74,020</b>	<b>74,020</b>	<b>74,020</b>	<b>109,020</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-03-5807 CELL PHONE / PAGER	453	609	715	715	715	715
01-03-5911 CREDIT CARD MERCHANT FEES	600	150	600	600	600	600
01-03-5915 POSTAGE	1,529	1,231	1,600	1,600	1,600	1,600
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>2,582</b>	<b>1,990</b>	<b>2,915</b>	<b>2,915</b>	<b>2,915</b>	<b>2,915</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-03-6201 DUES & SUBSCRIPTIONS	1,004	871	1,000	1,000	1,000	1,000
01-03-6202 ADVERTISING & PRINTING	1,132	1,833	1,125	1,125	5,000	1,125
01-03-6380 TRAVEL & TRAINING	3,407	4,122	5,750	5,750	4,500	5,050
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>5,543</b>	<b>6,825</b>	<b>7,875</b>	<b>7,875</b>	<b>10,500</b>	<b>7,175</b>
<b>TOTAL FINANCE</b>	<b>386,504</b>	<b>448,074</b>	<b>486,346</b>	<b>486,346</b>	<b>500,204</b>	<b>624,544</b>



## CITY COUNCIL

The City Government of Leander is dedicated to providing its citizens with the highest quality of service through the effective and efficient use of all available resources. The City of Leander is a home rule municipality which operates under a Council-Manager form of government. All powers of the City are vested in the City Council which enacts legislation, adopts budgets, approves the issuance of municipal bonds, adopts all city ordinances, plans for capital improvements, purchasing and selling property and establishing the tax rate. The City Council appoints and works closely with the City Manager to formulate the City's annual budget.

The Mayor and City Council members serve 3-year terms. Regular meetings are held on the first and third Thursday of each month at 7:00 p.m. at Pat Bryson Municipal Hall.

### FY 2015-16 ACCOMPLISHMENTS

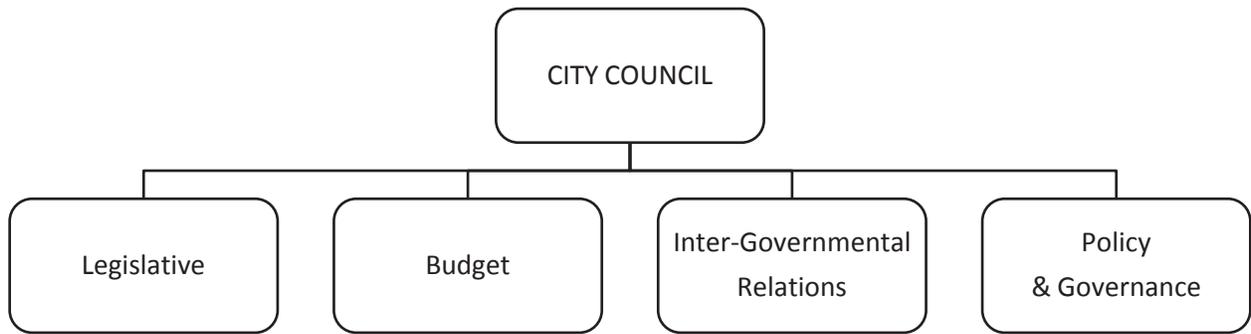
- Opened three new baseball fields at Benbrook Ranch Park
- Started Leander Little League
- Initiated construction on Old 2243 W from US 183 to Lakeline Blvd.
- Reduced Tax Rate by \$0.02
- Maintained Water & Sewer Rates
- Completed Annexation of 1,743.25 acres
- Completed expansion of Water and Sewer CCN
- Completed Bagdad Sidewalks from Leander High School to Benbrook Ranch Park
- Established Old Town Empowerment Zone

### FY 2016-17 OBJECTIVES

- Issue first series of Bonds from 2016 Election
- Establish connectivity to ACC prior to commencement of classes
- Establish Joint Agreement with WBCO & Williamson County to relocate & expand Senior Center
- Begin Construction of Bagdad Road from Old 2243 West / Hero Way to CR 280

### SUMMARY OF SIGNIFICANT CHANGES

There are no significant changes in the proposed budget.



PROGRAM & SERVICES CONTACT INFORMATION		
City Council	<a href="http://www.leandertx.gov/citycouncil">www.leandertx.gov/citycouncil</a>	(512) 528-2743
Meeting Agendas	<a href="http://www.leandertx.gov/citysecretary">www.leandertx.gov/citysecretary</a>	(512) 528-2743

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND CITY COUNCIL</b>						
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-05-5215 COMPUTER HARDWARE	0	2,163	1,500	1,500	0	0
01-05-5217 MINOR EQUIPMENT	17,131	8,350	0	0	0	0
01-05-5250 OFFICE SUPPLIES	6,296	4,221	1,000	1,000	2,500	1,000
01-05-5390 MEETINGS	5,607	7,488	6,200	6,200	6,200	6,200
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>29,034</b>	<b>22,223</b>	<b>8,700</b>	<b>8,700</b>	<b>8,700</b>	<b>7,200</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-05-5520 EQUIPMENT REPAIRS & MAINT	0	0	5,000	5,000	5,000	5,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-05-5915 POSTAGE	0	50	0	0	0	0
01-05-5916 WIRELESS CARDS	0	138	3,240	3,240	3,240	1,500
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>0</b>	<b>188</b>	<b>3,240</b>	<b>3,240</b>	<b>3,240</b>	<b>1,500</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-05-6201 DUES & SUBSCRIPTIONS	9,845	13,279	6,784	6,784	7,216	10,770
01-05-6202 ADVERTISING & PRINTING	0	82	0	0	0	0
01-05-6380 TRAVEL & TRAINING	8,946	24,039	19,500	19,500	19,500	19,500
01-05-6850 INTERNAL SERVICE FUND CHARGES	2,023	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>20,813</b>	<b>37,399</b>	<b>26,284</b>	<b>26,284</b>	<b>26,716</b>	<b>30,270</b>
<b>TOTAL CITY COUNCIL</b>	<b>49,847</b>	<b>59,810</b>	<b>43,224</b>	<b>43,224</b>	<b>43,656</b>	<b>43,970</b>



## LIBRARY

The Mission of the Leander Public Library is to enlighten and enrich the citizens of Leander and the surrounding community by providing services and resources needed for self-directed personal growth, satisfying leisure experiences, and cultural understanding, and to promote literacy, lifelong learning, and love of reading. The Leander Public Library operates in an 18,000 square foot facility that serves the City of Leander and the surrounding areas by providing more than 60,000 books, audiobooks, downloadable e-books and e-audiobooks, films, and music for all ages. Additionally, weekly programs offered include five children's story times, after school STEAM Club, computer classes, GED and ESL classes, as well as other events on a monthly basis such as, Teen Gaming Nights, Book Clubs, Leander Writer's Guild, Craftastic Saturdays, Summer Reading Program, and various special events throughout the year like Mini Comic-Con, Teddy Bear Picnic, Winter Wonderland, and family movie festivals. Free wi-fi is available along with twenty-four computers for the public to access the Internet, desktop publishing, and online databases including Mango Languages, Chilton's Car Repair, Legal Forms, Cypress Resume, and TexShare's 51 databases provided by the Texas State Library. Along with two study rooms, the Library has two conference rooms that may be rented for community events. The Library is open 74 hours a week, employs 12 full and part time staff members including three degreed librarians, has more than 20,000 registered patrons and averages about 10,000 visitors each month. The City contracts with Library Systems and Services to operate the library.

### FY 2015-16 ACCOMPLISHMENTS

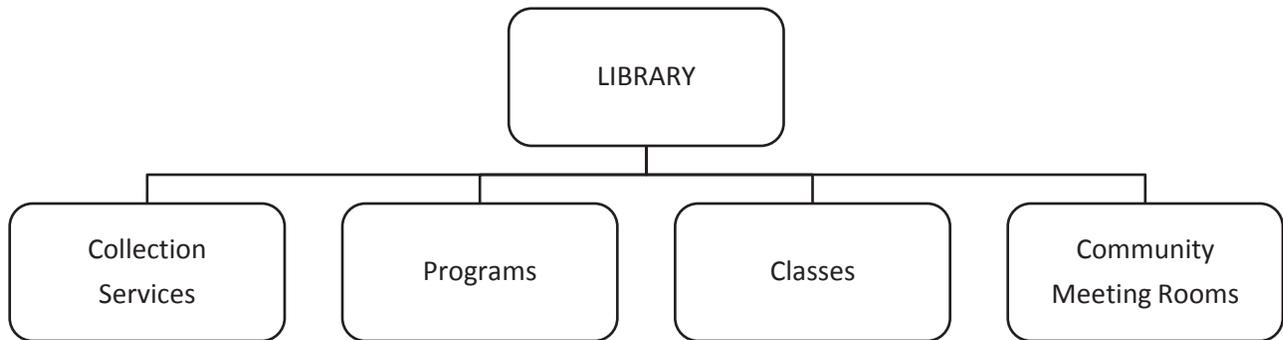
- Increased number of programs by 30%.
- Increased program attendance by 40%.
- Awarded \$500 grant for Conserving Family Treasures program.
- Added e-magazines and romance section for wider user access.
- Weeded outdated collection and patron information.

### FY 2016-17 OBJECTIVES

- Replace staff and circulation workstations.
- Increase overall collection by 10%.
- Add makerspace resources for enhanced programming.
- Continue to offer outstanding customer service, materials, and programs to our growing community.

### SUMMARY OF SIGNIFICANT CHANGES

There are no significant changes in the proposed budget.



PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Number of visitors	149,192	155,000	160,000
• Registered patrons	24,011	20,000	23,000
• Programs & special events	658	685	700
• Circulation	142,406	145,000	150,000
• Collection development	61,547	60,000	63,000*

PROGRAM & SERVICES CONTACT INFORMATION		
Main Library/Circulation Desk	<a href="http://www.leandertx.gov/library">www.leandertx.gov/library</a>	(512) 259-5259
Children and Teen Services		ext 228
Director/Administration		ext 224
Library Systems & Services	<a href="http://www.lssi.com">www.lssi.com</a>	(800) 638-8725
Texas State Library & Archives	<a href="http://www.tsl.state.tx.us">www.tsl.state.tx.us</a>	(512) 463-5455

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>PUBLIC LIBRARY</b>						
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-06-5215 COMPUTER HARDWARE	0	0	0	0	0	0
01-06-5217 MINOR EQUIPMENT	0	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-06-5503 BUILDING MAINTENANCE	22,803	5,664	8,500	8,500	8,500	9,000
01-06-5555 MAINTENANCE CONTRACTS	27,467	30,420	35,520	35,520	35,520	35,520
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>50,270</b>	<b>36,084</b>	<b>44,020</b>	<b>44,020</b>	<b>44,020</b>	<b>44,520</b>
<b>CONTRACTUAL SERVICES</b>						
01-06-5600 CONTRACT LABOR	507,747	536,102	565,167	565,167	565,167	569,867
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>507,747</b>	<b>536,102</b>	<b>565,167</b>	<b>565,167</b>	<b>565,167</b>	<b>569,867</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-06-5810 TELEPHONE	-586	0	0	0	0	0
01-06-5911 CREDIT CARD MERCHANT FEES	782	741	480	480	480	480
01-06-5915 POSTAGE	0	0	0	0	0	0
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>196</b>	<b>741</b>	<b>480</b>	<b>480</b>	<b>480</b>	<b>480</b>
<b>GRANTS</b>						
01-06-6007 TEXAS BOOK FESTIVAL EXPENSE	4,660	0	0	0	0	0
<b>TOTAL GRANTS</b>	<b>4,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-06-6311 SUMMER READING PROGRAM	982	845	1,000	1,000	1,000	1,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>982</b>	<b>845</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL PUBLIC LIBRARY</b>	<b>563,855</b>	<b>573,773</b>	<b>610,667</b>	<b>610,667</b>	<b>610,667</b>	<b>615,867</b>



## URBAN DESIGN

The Urban Design office was created to oversee all aspects of development-related issues within the City's SmartCode planning area. This area encompasses the land surrounding the Capital Metro transit station, Old Town, and adjacent areas that are planned as walkable neighborhoods. The Urban Design department also provided support to the Leander Tax Increment Reinvestment Zone (TIRZ) Board of Directors and oversaw administrative functions of the TIRZ. The duties of the Urban Design office have been transferred to the Planning & Development Services Department.

### FY 2015-16 ACCOMPLISHMENTS

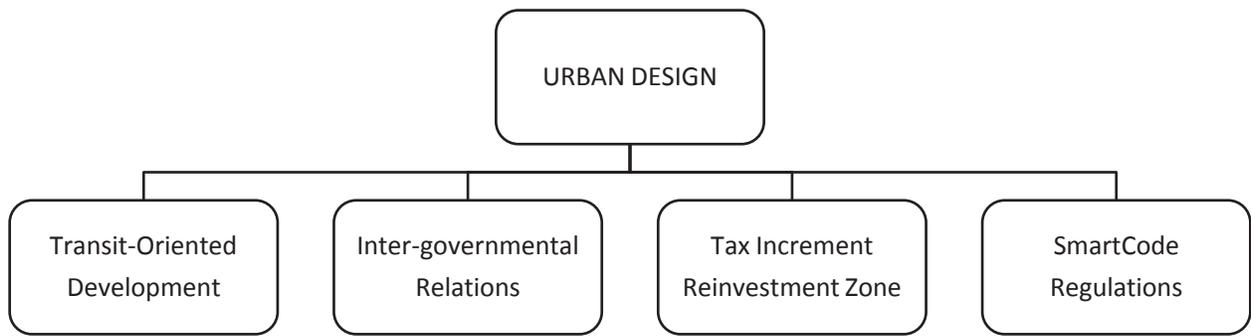
- The duties of the Urban Design office have been transferred to the Planning & Development Services Department

### FY 2016-17 OBJECTIVES

- The duties of the Urban Design office have been transferred to the Planning & Development Services Department

### SUMMARY OF SIGNIFICANT CHANGES

Funding for activities and tasks associated with the T.O.D. were transferred to the Planning & Development Services Department.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
URBAN DESIGN OFFICER	1	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
<ul style="list-style-type: none"> <li>See Planning and Development Services</li> </ul>			

PROGRAM & SERVICES CONTACT INFORMATION		
Urban Design	<a href="http://www.leandertx.gov/urbandesign">www.leandertx.gov/urbandesign</a>	(512) 528-2832

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**01-GENERAL FUND  
URBAN DESIGN**

**PERSONNEL**

01-07-5110 SUPERVISION	39,472	0	0	0	0	0
01-07-5152 PHONE ALLOWANCE	400	0	0	0	0	0
01-07-5153 LONGEVITY	480	0	0	0	0	0
01-07-5155 CAR ALLOWANCE	840	0	0	0	0	0
01-07-5180 FICA	1,127	0	0	0	0	0
01-07-5182 HEALTH, DENTAL & LIFE	1,053	0	0	0	0	0
01-07-5186 MDC	582	0	0	0	0	0
01-07-5188 TMRS	4,740	0	0	0	0	0
01-07-5190 UNEMPLOYMENT INSURANCE	0	0	0	0	0	0
01-07-5192 WORKERS COMP	48	0	0	0	0	0
<b>TOTAL PERSONNEL</b>	<b>48,742</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUPPLIES/MINOR EQUIPMENT**

01-07-5221 MATERIALS & SUPPLIES	0	0	0	0	0	0
01-07-5250 OFFICE SUPPLIES	20	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CONTRACTUAL SERVICES**

01-07-5600 CONTRACT LABOR	190,045	44,126	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>190,045</b>	<b>44,126</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**UTILITIES,PERMITS & FEES**

01-07-5915 POSTAGE	203	0	0	0	0	0
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>203</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SPECIAL EXPENSE/OTHER**

01-07-6201 DUES & SUBSCRIPTIONS	0	125	0	0	0	0
01-07-6223 URBAN DEVELOPMENT EXPENSE	0	0	0	0	0	0
01-07-6380 TRAVEL & TRAINING	181	1,368	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>181</b>	<b>1,493</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL URBAN DEVELOPMENT</b>	<b>239,192</b>	<b>45,618</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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## ECONOMIC DEVELOPMENT

The Economic Development Department was established to develop policies and programs that help existing business to expand and new business to relocate to Leander in order to create employment, increase the city's tax base, and improve the overall economic well-being of the community. Success is measured by increased employment opportunities, increased capital investment and diversification of the economic base. By working closely with the Greater Leander Chamber of Commerce, the Greater Austin Chamber of Commerce, Williamson County Economic Development Partnership, local civic and business leaders, real estate professionals and regional developers, the department leverages resources to enhance the community's strengths, minimize its weaknesses, seize opportunities and diminish threats to economic health. The department coordinates the City's sponsorship of the Leander Pop Up Market and Car Show in Old Town the third Sunday of each month between June through October.

### FY 2015-16 ACCOMPLISHMENTS

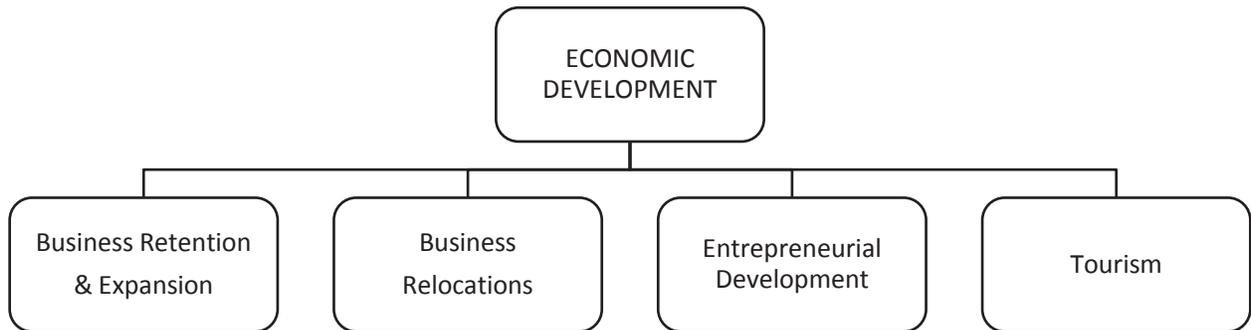
- In process of completing recruitment of a Saint David's Hospital that will involve at least a \$100 million investment by the company and create a minimum of 150 jobs over the course of a three phase development
- Improved the property search function of the economic development web page by incorporating Zonability with the Xcellence search feature
- Established the "Old Town Grant Program" for small businesses (first grant in process)
- With the Chamber of Commerce expanding the Leander Car Show to include a pop up market and farmer's market on the third Saturday of each month, June through October
- Added to networking channels by obtaining membership in the Industrial Asset Management Council (IAMC), strengthened ties with the Austin Regional Partnership and helped develop/implement the marketing plan for the Williamson County Economic Development Council
- In process of designing a new TIRZ zone for Council approval
- Maintained the *Economic Indicators Database* and *Primary Employer's Directory*
- Continued to expand social media presence

### FY 2016-17 OBJECTIVES

- Increase property tax base, and increase sales tax and permit fee revenue
- Recruit at least one new base business to the city
- Improve the Economic Development Department's web page
- Establish a new TIF district
- Further establish the Old Town grant program (at least two grants in the coming year)
- Improve networking channels to develop prospect leads
- Attain Economic Developer certification for the Economic Development Manager
- Work with the Mayor to develop the vision/direction for the Mayor's Economic Development Committee
- Further improve the Economic Development Web Page and overall marketing effort

### SUMMARY OF SIGNIFICANT CHANGES

Additional funds are included for economic impact analyses, marketing and recruiting.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ECONOMIC DEVELOPMENT DIRECTOR	1	1	1	1
ECONOMIC DEVELOPMENT MANAGER	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Residential Permits	1,173	1,400	1,500
• Commercial / Industrial Permits	59	65	75
• Sales Tax Receipts	3,469,476	3,825,000	4,150,000

PROGRAM & SERVICES CONTACT INFORMATION		
Economic Development	<a href="http://www.leandertx.gov/ed">www.leandertx.gov/ed</a>	(512) 528-2855
Leander Pop Up Market & Car Show		(512) 528-2855
Greater Leander Chamber of Commerce	<a href="http://www.leandercc.org">www.leandercc.org</a>	(512) 259-1907

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>ECONOMIC DEVELOPMENT</b>						
<b>PERSONNEL</b>						
01-08-5110 SUPERVISION	0	45,693	110,001	110,001	113,145	114,130
01-08-5120 OPERATIONS	52,825	54,010	53,976	53,976	55,307	55,723
01-08-5152 PHONE ALLOWANCE	1,270	1,930	3,000	3,000	3,000	3,000
01-08-5153 LONGEVITY	120	180	240	240	240	360
01-08-5155 CAR ALLOWANCE	4,840	7,240	10,800	10,800	10,800	10,800
01-08-5180 FICA	3,658	6,503	10,783	10,783	10,783	11,192
01-08-5182 HEALTH, DENTAL & LIFE	5,225	9,720	12,179	12,179	12,179	16,649
01-08-5186 MDC	855	1,546	2,581	2,581	2,581	2,668
01-08-5188 TMRS	6,507	12,168	20,654	20,654	20,654	22,965
01-08-5190 UNEMPLOYMENT INSURANCE	207	18	414	414	414	342
01-08-5192 WORKERS COMP	285	244	333	333	268	344
01-08-5199 SUPPLEMENTAL BENEFITS	0	6,009	0	0	0	0
<b>TOTAL PERSONNEL</b>	<b>75,792</b>	<b>145,261</b>	<b>224,961</b>	<b>224,961</b>	<b>229,371</b>	<b>238,173</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-08-5215 COMPUTER HARDWARE	0	1,405	0	0	0	0
01-08-5217 MINOR EQUIPMENT	0	2,220	1,500	1,500	1,500	1,500
01-08-5221 MATERIALS & SUPPLIES	0	0	2,000	2,000	2,000	0
01-08-5250 OFFICE SUPPLIES	1,263	2,499	2,000	2,000	2,000	2,000
01-08-5280 UNIFORMS	91	0	350	350	350	500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>1,354</b>	<b>6,125</b>	<b>5,850</b>	<b>5,850</b>	<b>5,850</b>	<b>4,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-08-5503 BUILDING MAINTENANCE	527	8,137	2,000	2,000	3,000	3,000
01-08-5520 EQUIPMENT REPAIRS & MAINT	0	364	500	500	500	1,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>527</b>	<b>8,501</b>	<b>2,500</b>	<b>2,500</b>	<b>3,500</b>	<b>4,000</b>
<b>CONTRACTUAL SERVICES</b>						
01-08-5600 CONTRACT LABOR	0	28,016	23,950	23,950	23,950	25,000
01-08-5626 EQUIPMENT LEASES	0	0	0	0	3,100	6,100
01-08-5671 ECONOMIC IMPACT STUDIES	10,000	6,500	25,000	10,000	12,500	10,000
01-08-5740 DEVELOPMENT AGREEMENTS	0	0	0	0	5,000	15,000
01-08-5770 OPPORTUNITY AUSTIN	5,000	10,000	5,000	5,000	5,000	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>15,000</b>	<b>44,516</b>	<b>53,950</b>	<b>38,950</b>	<b>49,550</b>	<b>61,100</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-08-5915 POSTAGE	9	51	6,000	6,000	6,000	6,000
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>9</b>	<b>51</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-08-6201 DUES & SUBSCRIPTIONS	5,515	5,754	14,600	16,600	14,600	19,000
01-08-6202 ADVERTISING & PRINTING	4,222	3,739	45,000	45,000	30,000	30,000
01-08-6204 ECONOMIC DEV. PROMOTIONS	4,697	10,837	45,000	48,000	45,000	30,000
01-08-6380 TRAVEL & TRAINING	6,184	8,596	25,000	35,000	20,000	40,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>20,618</b>	<b>28,925</b>	<b>129,600</b>	<b>144,600</b>	<b>109,600</b>	<b>119,000</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>113,301</b>	<b>233,379</b>	<b>422,861</b>	<b>422,861</b>	<b>403,871</b>	<b>432,273</b>



## HUMAN RESOURCES

The Human Resources (HR) partners with all the departments to attract, retain, support and develop a diverse and competent workforce that enables the City departments achieve their business needs.

HR strives to ensure that Leander's citizens have a competent and productive workforce, committed to the delivery of quality service. HR is responsible for administering various employee benefit programs, the Personnel Policy, Wellness initiatives, the Employee Compensation plan, job descriptions, and risk management.

### FY 2015-16 ACCOMPLISHMENTS

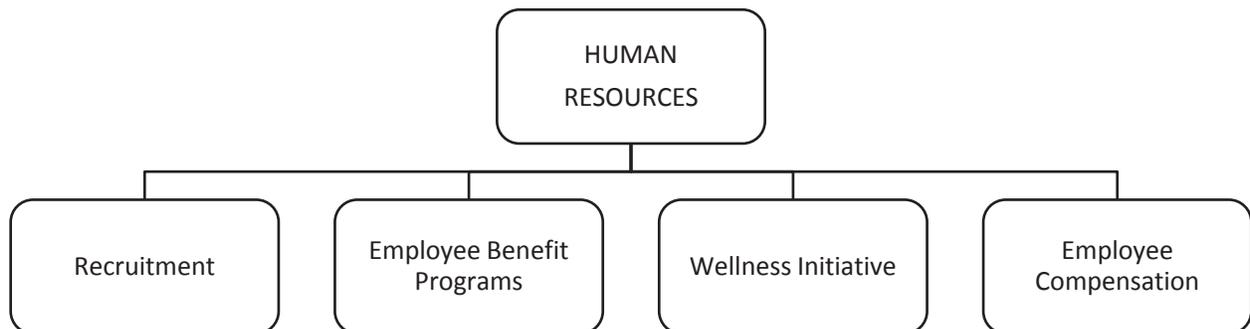
- Completed the massive preliminary re-write of the personnel policy with over 170 pages of numerous additional topics, new configuration, and user friendly language.
- City of Leander was awarded the designation of "Texas Mother-Friendly Worksite" as complying with the provisions of Chapter 165 by the Department of State Health Services. Each of the city's facilities supports this campaign by providing breastfeeding mothers with private accommodations and departmental guidelines.
- Implemented PlanSource HRIS software that assists with employee benefit administration, customized to support carrier rules for open enrollment and mid-year changes, electronic feeds employee enrollment information to carriers, provides COBRA and ACA administration modules.
- Prepared and implemented required initial year reporting requirements associated with the Affordable Care Act and production of the Form 1095-C.
- Implemented "Breakfast with the City Manager" program
- Held our 4<sup>th</sup> biometric health screening for eligible employees
- Automated the completion of "New Hire" forms by manipulating software into a template which populates the employee's information onto new hire forms, thus reducing processing time.
- Went out for proposal on all lines of Employee Benefits

### FY 2016-17 OBJECTIVES

- Improve website employment application process & potential use of other sites for applicant tracking and job posting capabilities
- Continue recertification credits for PHR and SHRM-CP professional accreditations
- Continue to support the Wellness Program
- Finalize and distribute the Personnel Policy Manual
- Keep abreast of federal and state laws and their impact to our personnel i.e. ACA, Federal Minimum Wage-Exemption Salary Limits, Texas Mother-Friendly compliance
- Partner with a new criminal background screening vendor which maintains strict compliance with the Fair Credit Reporting Act laws by obtaining complete and accurate consumer reports.
- Develop a job analysis matrix which specifies which job positions require a standard or more extensive background check based upon various factors.

### SUMMARY OF SIGNIFICANT CHANGES

Additional funds are included for human resources management software and contractual services in order to outsource certain projects that have been delayed due to staffing limitations.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
HUMAN RESOURCES DIRECTOR	0	1	1	1
HR MANAGER	0	0	1	1
HR GENERALIST	0	1	0	0
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>2</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 * ESTIMATED	FY 2017 PROPOSED
Recruiting / Retention			
• Open positions posted	37	19	26
• Applications processed	429	424	572
• Turnover rate	11%	6.59%	10.40%
Workers Comp/ Leave			
• Number of WC claims processed	20	21	21
• Number of FMLA leaves processed	11	11	13
Leave of Absence			
• Number of LOAs processed	0	3	3
* as of 6/7/2016			

PROGRAM & SERVICES CONTACT INFORMATION		
Human Resources Office	<a href="http://www.leandertx.gov/hr">www.leandertx.gov/hr</a>	(512) 528-2711
Employment	<a href="http://www.leandertx.gov/hr/jobs">www.leandertx.gov/hr/jobs</a>	(512) 528-2708

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>HUMAN RESOURCES</b>						
<b>PERSONNEL</b>						
01-09-5110 SUPERVISION	0	77,989	80,038	80,038	82,319	83,034
01-09-5120 OPERATIONS	0	52,804	62,508	62,508	62,195	62,254
01-09-5140 OVERTIME	0	140	0	0	0	0
01-09-5152 PHONE ALLOWANCE	0	1,983	2,220	2,220	2,220	2,220
01-09-5153 LONGEVITY	0	480	600	600	600	720
01-09-5180 FICA	0	8,007	8,048	8,048	8,048	9,190
01-09-5182 INSURANCE BENEFITS	0	5,429	6,246	6,246	6,246	6,468
01-09-5186 MDC	0	1,873	1,882	1,882	1,882	2,149
01-09-5188 TMRS	0	14,698	15,060	15,060	15,060	18,499
01-09-5190 UNEMPLOYMENT INSURANCE	0	225	414	414	414	342
01-09-5192 WORKERS COMP	0	245	243	243	233	277
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>163,873</b>	<b>177,259</b>	<b>177,259</b>	<b>179,217</b>	<b>185,153</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-09-5215 COMPUTER HARDWARE	0	316	0	0	0	0
01-09-5217 MINOR EQUIPMENT	0	0	0	0	616	0
01-09-5250 OFFICE SUPPLIES	0	6,709	6,472	6,472	6,472	9,894
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>7,024</b>	<b>6,472</b>	<b>6,472</b>	<b>7,088</b>	<b>9,894</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-09-5485 SOFTWARE MAINTENANCE	0	0	0	0	13,000	31,749
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,000</b>	<b>31,749</b>
<b>CONTRACTUAL SERVICES</b>						
01-09-5600 CONTRACT LABOR	0	37,941	64,782	64,782	50,000	89,950
01-09-5626 EQUIPMENT LEASES	0	2,251	1,800	1,800	2,500	2,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>40,192</b>	<b>66,582</b>	<b>66,582</b>	<b>52,500</b>	<b>92,450</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-09-5915 POSTAGE	0	97	250	250	250	250
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>0</b>	<b>97</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-09-6201 DUES & SUBSCRIPTIONS	0	690	695	695	695	1,000
01-09-6202 ADVERTISING & PRINTING	0	778	920	920	1,500	550
01-09-6320 WELLNESS PROGRAM	0	391	6,565	6,565	1,000	1,940
01-09-6380 TRAVEL & TRAINING	0	4,714	11,080	11,080	11,080	12,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>6,573</b>	<b>19,260</b>	<b>19,260</b>	<b>14,275</b>	<b>15,490</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>0</b>	<b>217,760</b>	<b>269,823</b>	<b>269,823</b>	<b>266,330</b>	<b>334,986</b>



## **INFORMATION TECHNOLOGY**

The Information Technology Department provides services related to information technology to City of Leander staff. Department responsibilities include maintaining a stable electronic work environment; collaborating with other staff to use information technology to better serve City employees. Identify emerging technologies to meet the City's changing needs; protect the City's investment in technology; and provide training to staff on the proper use of software programs and equipment.

### **FY 2015-16 ACCOMPLISHMENTS**

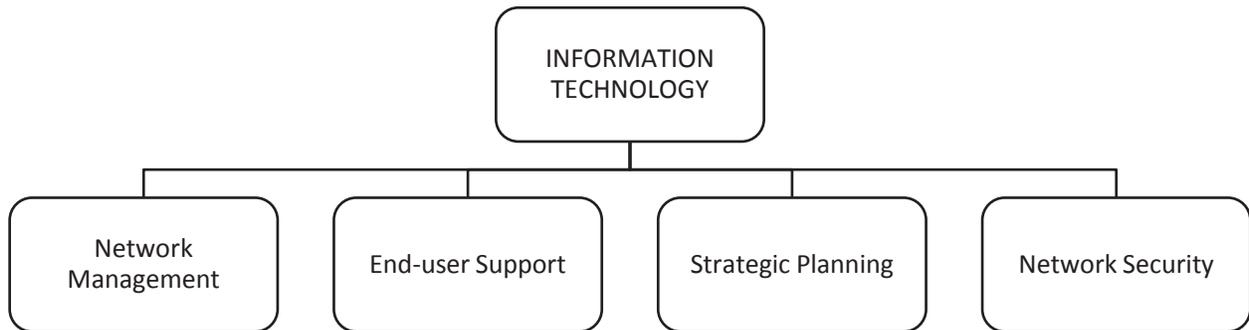
- Implementation of cloud-based Emergency Services for Fire Department
- Server Room Temperature Monitors for City Hall and Police Department
- Inter-Local Technology Agreement between City and Leander ISD
- Fiber Backbone from City Hall to Public Works and Parks & Recreation
- Fiber Backbone to Leander ISD Technology Building
- Refresh of Backbone Network Equipment and Wireless Access Points
- Creation and Filling of Public Safety Systems Administrator Position

### **FY 2016-17 OBJECTIVES**

- Develop, enhance, and manage the City's enterprise networks to provide high speed, transparent, and highly functional connectivity between all City buildings
- Provide advanced technical support for workstations and network
- Identify and propose software and hardware changes/upgrades which will increase user and network efficiency
- Provide vision, leadership, and framework for evaluating emerging technologies and implement proven information technology solutions
- Guarantee a reliable communication and computer infrastructure foundation on which to efficiently conduct business operations today and in the future

### **SUMMARY OF SIGNIFICANT CHANGES**

Funds are included for a new Help Desk Specialist position as well as funding to continue build out of the City's fiber optic infrastructure.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
INFORMATION TECHNOLOGY MANAGER	1	1	1	1
PUBLIC SAFETY SYSTEMS ADMINISTRATOR	0	0	1	1
HELP DESK SPECIALIST	0	0	0	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Number of Physical Servers	22	26	31
• Number of Virtual Servers	22	37	38
• Number of Network Printers	23	31	31
• Number of Tickets Created	1,961	2,244	2,103

PROGRAM & SERVICES CONTACT INFORMATION		
Information Technology Manager	<a href="http://www.leandertx.gov/">www.leandertx.gov/</a>	(512) 528-2717

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>INFORMATION TECHNOLOGY</b>						
<b>PERSONNEL</b>						
01-10-5110 SUPERVISION	0	92,696	93,253	93,253	95,910	96,741
01-10-5120 OPERATIONS	0	0	61,254	61,254	44,195	118,435
01-10-5152 PHONE ALLOWANCE	0	1,515	3,600	3,600	3,600	5,400
01-10-5153 LONGEVITY	0	0	60	60	60	120
01-10-5155 CAR ALLOWANCE	0	4,840	6,600	6,600	5,530	8,400
01-10-5180 FICA	0	5,614	9,993	9,993	8,700	11,516
01-10-5182 INSURANCE BENEFITS	0	9,068	15,290	15,290	15,290	26,809
01-10-5186 MDC	0	1,313	2,337	2,337	2,050	3,270
01-10-5188 TMRS	0	11,028	18,942	18,942	16,800	27,893
01-10-5190 UNEMPLOYMENT INSURANCE	0	9	387	387	387	522
01-10-5192 WORKERS COMP	0	174	302	302	252	422
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>126,257</b>	<b>212,018</b>	<b>212,018</b>	<b>192,774</b>	<b>299,528</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-10-5215 COMPUTER HARDWARE	0	833	128,512	128,512	128,512	308,332
01-10-5217 MINOR EQUIPMENT	0	12,532	255,697	255,697	255,697	34,895
01-10-5250 OFFICE SUPPLIES	0	1,294	2,700	2,700	3,000	2,942
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>14,660</b>	<b>386,909</b>	<b>386,909</b>	<b>387,209</b>	<b>346,169</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-10-5485 SOFTWARE MAINTENANCE	0	16,636	24,174	24,174	24,174	56,109
01-10-5555 MAINTENANCE CONTRACTS	0	27,604	32,280	32,280	32,280	54,084
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>44,239</b>	<b>56,454</b>	<b>56,454</b>	<b>56,454</b>	<b>110,193</b>
<b>CONTRACTUAL SERVICES</b>						
01-10-5600 CONTRACT LABOR	0	8,453	106,050	106,050	106,050	211,213
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>8,453</b>	<b>106,050</b>	<b>106,050</b>	<b>106,050</b>	<b>211,213</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-10-5810 TELEPHONE	0	0	0	0	0	40,027
01-10-5915 POSTAGE	0	1	0	0	0	0
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,027</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-10-6201 DUES & SUBSCRIPTIONS	0	1,009	685	685	685	984
01-10-6202 ADVERTISING & PRINTING	0	0	0	0	0	0
01-10-6380 TRAVEL & TRAINING	0	1,535	4,000	4,000	4,000	21,999
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>2,544</b>	<b>4,685</b>	<b>4,685</b>	<b>4,685</b>	<b>22,983</b>
<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>0</b>	<b>196,154</b>	<b>766,116</b>	<b>766,116</b>	<b>747,172</b>	<b>1,030,113</b>



## MUNICIPAL COURT

The Municipal Court has criminal jurisdiction over Class C misdemeanor offenses and City ordinances that are punishable by fine only. The Court, like most municipal courts, is not a court of record – meaning any appeal to the county level would require a new trial. The Court adheres to the Texas Code of Criminal Procedure and the Code of Judicial Conduct. More people come into contact with municipal courts than all other courts combined in the state of Texas. Consequently, timely and fair disposition of each case with patience, courtesy, and integrity helps to foster the public’s confidence and trust in the court system. Both the municipal judge and associate judge are appointed by the city manager. The court administrator is also appointed by the city manager.

### FY 2015-16 ACCOMPLISHMENTS

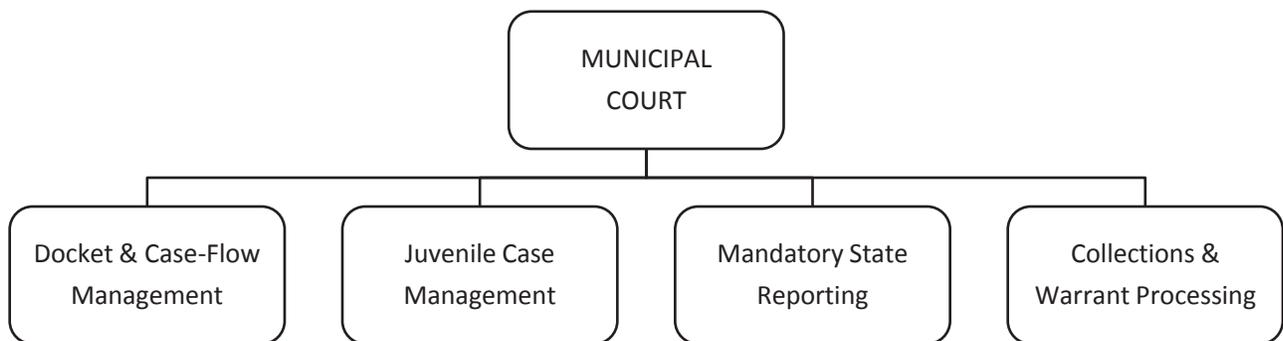
- Annual Warrant Roundup
- Implementation of Sofflaw program
- Implementation of Insite-Online Payment thru our court management software.
- Hosted Regional Training for Incode Court Management with the largest attendance for the region
- Honorable Mention Award for participating in the Municipal Traffic Safety Initiatives for 2015
- Presented safety program to 5<sup>th</sup> graders at Camacho Elementary School.
- Municipal Court participated in National Night out.
- Donated 2 bicycles and traffic safety booklets for all 160 bicycles donated.

### FY 2016-17 OBJECTIVES

- Participate in the Municipal Traffic Safety Initiatives for 2016-17
- Community outreach by participating in Leander Liberty Fest.
- Community outreach at the Blue Grass Festival
- Participate in National Night Out
- Provide planning input for Court Offices in the Pat Bryson Renovation project

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes funding for reclassification of an existing position to assistant court administrator. In addition, a part-time bailiff position is included.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
COURT ADMINISTRATOR	1	1	1	1
ASSISTANT COURT ADMINISTRATOR	0	0	0	1
JUVENILE CASE MANAGER	0	1	1	1
DEPUTY COURT CLERK	3	2	2	1
COURT BAILIFF	0	0	0	0.5
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4.5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Cases Filed	4,047	5,000	5,000
• Cases Cleared	4,532	4,600	4,500
• Warrants Issued	890	650	750
• Warrants Cleared	802	750	80
• Contested cases (trial related)	317	400	500
• Average Collection Rate	92%	80%	80%
• % of cases closed versus filed	111%	90%	90%

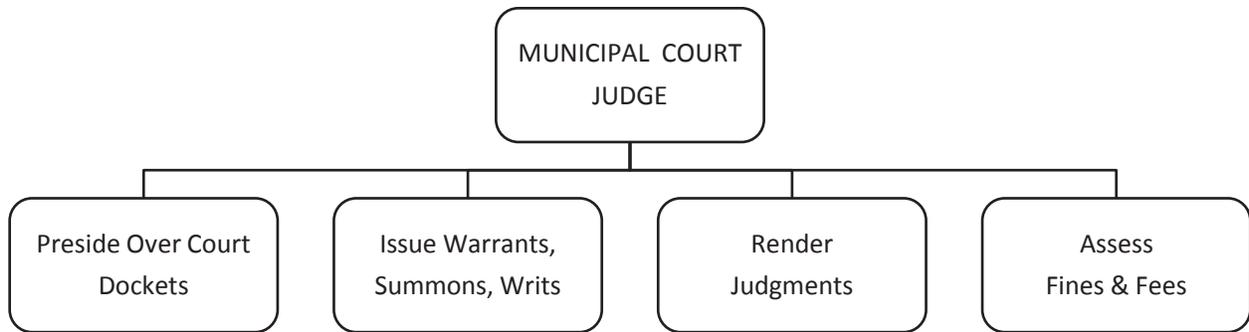
PROGRAM & SERVICES CONTACT INFORMATION		
Municipal Court	<a href="http://www.leandertx.gov/municipalcourt">www.leandertx.gov/municipalcourt</a>	(512) 259-1239
Juvenile Cases		(512) 528-2716
Jury Information		(512) 528-2718
Trial Information		(512) 528-2714

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND MUNICIPAL COURT</b>						
<b>PERSONNEL</b>						
01-11-5110 SUPERVISION	59,826	61,536	61,734	61,734	63,495	64,043
01-11-5120 OPERATIONS	103,326	104,780	107,369	107,369	108,810	116,328
01-11-5130 PART-TIME	0	0	0	0	0	0
01-11-5153 LONGEVITY	1,860	2,100	2,340	2,340	2,340	2,580
01-11-5180 FICA	9,150	9,293	10,567	10,567	10,567	11,344
01-11-5182 HEALTH, DENTAL & LIFE	23,259	24,550	26,813	26,813	26,813	30,178
01-11-5186 MDC	2,140	2,173	2,471	2,471	2,471	2,655
01-11-5188 TMRS	18,210	18,743	19,776	19,776	19,776	22,829
01-11-5190 UNEMPLOYMENT INSURANCE	830	36	828	828	828	684
01-11-5192 WORKERS COMP	282	335	319	319	276	328
<b>TOTAL PERSONNEL</b>	<b>218,882</b>	<b>223,546</b>	<b>232,217</b>	<b>232,217</b>	<b>235,376</b>	<b>250,969</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-11-5215 COMPUTER HARDWARE	0	0	0	0	0	0
01-11-5217 MINOR EQUIPMENT	0	0	0	0	1,250	0
01-11-5250 OFFICE SUPPLIES	1,733	2,296	1,800	1,800	1,800	1,800
01-11-5280 UNIFORMS	41	0	200	200	200	200
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>1,775</b>	<b>2,296</b>	<b>2,000</b>	<b>2,000</b>	<b>3,250</b>	<b>2,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-11-5503 BUILDING MAINTENANCE	0	95	0	0	0	0
01-11-5520 EQUIPMENT REPAIRS & MAINT	0	0	0	0	0	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CONTRACTUAL SERVICES</b>						
01-11-5600 CONTRACT LABOR	0	13,360	41,500	41,500	30,000	28,000
01-11-5601 MUNICIPAL JUDGE	0	0	38,160	38,160	38,160	42,000
01-11-5618 COURT INTERPRETERS	265	390	800	800	800	800
01-11-5650 LEGAL FEES	0	34,341	40,000	40,000	30,000	40,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>265</b>	<b>48,090</b>	<b>120,460</b>	<b>120,460</b>	<b>98,960</b>	<b>110,800</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-11-5911 CREDIT CARD MERCHANT FEES	6,994	5,887	6,000	6,000	8,000	6,000
01-11-5915 POSTAGE	1,884	1,571	3,000	3,000	3,000	3,000
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>8,878</b>	<b>7,459</b>	<b>9,000</b>	<b>9,000</b>	<b>11,000</b>	<b>9,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-11-6201 DUES & SUBSCRIPTIONS	262	160	300	300	300	500
01-11-6202 ADVERTISING & PRINTING	2,603	1,665	3,250	3,250	3,250	3,250
01-11-6207 JURY FEES	72	0	500	500	500	500
01-11-6380 TRAVEL & TRAINING	1,671	1,817	2,700	2,700	2,700	2,700
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>4,607</b>	<b>3,642</b>	<b>6,750</b>	<b>6,750</b>	<b>6,750</b>	<b>6,950</b>
<b>TOTAL MUNICIPAL COURT</b>	<b>234,406</b>	<b>285,127</b>	<b>370,427</b>	<b>370,427</b>	<b>355,336</b>	<b>379,719</b>



## MUNICIPAL COURT JUDGE

The Municipal Court Judge is appointed by the city manager and is the presiding judge over the City’s Municipal Court which has criminal jurisdiction over Class C misdemeanor offenses and City ordinances that are punishable by fine only. The Court, like most municipal courts, is not a court of record – meaning any appeal to the county level would require a new trial. The Court must adhere to the Texas Code of Criminal Procedure and the Code of Judicial Conduct. More people come into contact with municipal courts than all other courts combined in the state of Texas. Consequently, timely and fair disposition of each case with patience, courtesy, and integrity helps to foster the public’s confidence and trust in the court system. The city manager may also appoint associate judges to assist the presiding judge with the Court’s caseload.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
PRESIDING JUDGE	1	1	1	1
ASSOCIATE JUDGE	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

### SUMMARY OF SIGNIFICANT CHANGES

The Presiding Judge and the Associate Judge are not classified as employees, but rather are paid by contract. The budget for the cost of these contractual amounts was combined with the Municipal Court budget in 2016.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**01-GENERAL FUND  
MUNICIPAL COURT JUDGE**

**CONTRACTUAL SERVICES**

01-12-5600 CONTRACT LABOR	6,531	9,825	0	0	0	0
01-12-5601 MUNICIPAL JUDGE	35,970	37,050	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>42,501</b>	<b>46,875</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SPECIAL EXPENSE/OTHER**

01-12-6380 TRAVEL & TRAINING	500	793	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>500</b>	<b>793</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL MUNICIPAL COURT JUDGE</b>	<b>43,001</b>	<b>47,668</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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## PLANNING & DEVELOPMENT SERVICES

The Planning and Development Services Department is responsible for receiving, processing and reviewing, as well as maintaining official records for all subdivision applications, zoning requests, site development permit applications, variance requests and annexation requests. The department coordinates interdepartmental review of plans and prepares reports for the Planning and Zoning Commission, City Council and Board of Adjustment. The department prepares periodic updates to the City's Comprehensive Plan and provides land use and development information to the public and to other City departments. The department is responsible for maintaining advanced level training for all departmental personnel, and for coordinating planning efforts with outside planning agencies. The department also contributes to the 911 addressing process with the GIS Coordinator, the Fire Department and outside agencies for all areas within the City's planning jurisdiction.

### FY 2015-16 ACCOMPLISHMENTS

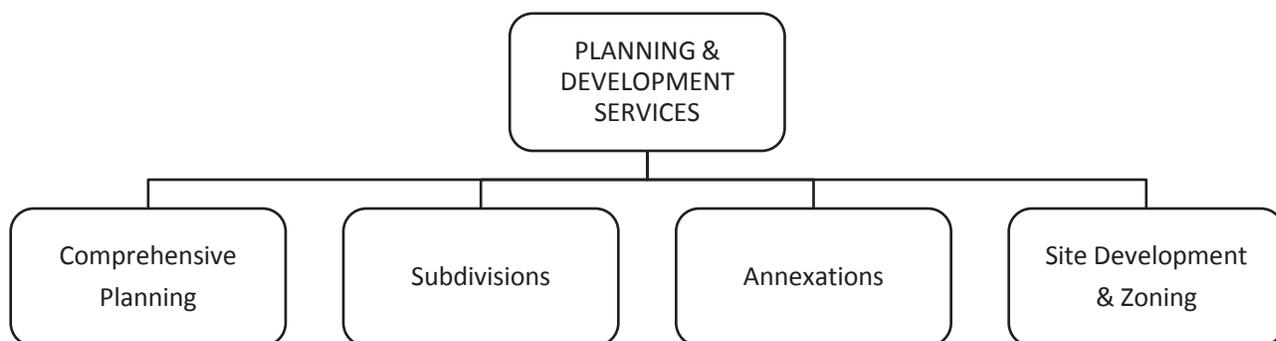
- Processed 28 zoning related applications through July
- Processed 72 subdivision related applications through July
- Processed 47 site development applications through July
- Managed the 2016 annexation process
- Updated the Composite Zoning ordinance to implement Comprehensive Plan priorities
- Updated the Transportation Plan
- Updated the Subdivision Ordinance to implement Comprehensive Plan priorities
- Provided support for joint work sessions with the City Council and P&Z Commission
- Maintained and updated the Future Residential Development map
- Maintained professional certifications for all professional planning staff
- Received the Planning Excellence award from the American Planning Association
- Provided training to Planning and Zoning Commissioners

### FY 2016-17 OBJECTIVES

- Provide timely processing and review of development applications
- Support the Planning and Zoning Commission and City Council with thorough and accurate analysis of planning cases
- Update development ordinances to implement the recommendations of the Comprehensive Plan
- Provide support for at least two joint work sessions between City Council and Planning & Zoning Commission
- Maintain professional certifications for all professional planning staff
- Provide training opportunities for all Planning & Zoning Commissioners
- Receive the Planning Excellence award from the American Planning Association

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes the creation of a planning manager position as well as the addition of a new assistant planner.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ASSISTANT CITY MANAGER	0	1	1	1
DIRECTOR OF DEVELOPMENT SERVICES	1	0	0	0
PLANNING MANAGER	0	0	0	1
SENIOR PLANNER	1	1	1	0
PLANNING COORDINATOR	1	1	1	1
PLANNER	1	1	1	1
ASSISTANT PLANNER	0	0	0	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Subdivision Applications Processed	91	90	90
• Zoning Application Processed	52	36	35
• Site Development Applications Processed	32	55	50

PROGRAM & SERVICES CONTACT INFORMATION		
Planning & Development Services	<a href="http://www.leandertx.gov/planning">www.leandertx.gov/planning</a>	(512) 528-2750
Williamson County Engineer	<a href="http://www.wilco.org">www.wilco.org</a>	(512) 943-3330
Williamson Co. Health District	<a href="http://www.wcchd.org">www.wcchd.org</a>	(512) 943-3620
Williamson County Clerk	<a href="http://www.wilco.org">www.wilco.org</a>	(512) 943-1515
Travis County Transportation & Natural Resources	<a href="http://www.co.travis.tx.us/tnr">www.co.travis.tx.us/tnr</a>	(512) 854-9383
Travis County Clerk	<a href="http://www.traviscountyclerk.org">www.traviscountyclerk.org</a>	(512) 854-9188

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>						
<b>PERSONNEL</b>						
01-20-5110 SUPERVISION	107,766	135,257	134,551	134,551	139,195	223,762
01-20-5120 OPERATIONS	175,297	182,665	182,557	217,557	208,750	160,457
01-20-5140 OVERTIME	112	922	0	0	600	0
01-20-5152 PHONE ALLOWANCE	1,905	1,815	1,800	1,800	1,800	1,800
01-20-5153 LONGEVITY	720	960	1,200	1,200	1,200	1,440
01-20-5155 CAR ALLOWANCE	4,840	4,840	4,800	4,800	4,800	4,800
01-20-5180 FICA	17,441	19,794	18,435	18,435	18,435	22,592
01-20-5182 HEALTH, DENTAL & LIFE	22,052	21,964	24,357	24,357	24,357	25,808
01-20-5186 MDC	4,079	4,629	4,711	4,711	4,711	5,688
01-20-5188 TMRS	32,050	36,343	37,698	37,698	37,698	48,906
01-20-5190 UNEMPLOYMENT INSURANCE	838	36	828	828	828	1,035
01-20-5192 WORKERS COMP	482	581	608	608	518	735
<b>TOTAL PERSONNEL</b>	<b>367,582</b>	<b>409,806</b>	<b>411,545</b>	<b>446,545</b>	<b>442,892</b>	<b>497,023</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-20-5215 COMPUTER HARDWARE	1,141	1,592	1,100	1,100	1,100	4,100
01-20-5217 MINOR EQUIPMENT	0	1,018	1,500	1,500	1,500	1,500
01-20-5221 MATERIALS & SUPPLIES	2,547	3,285	2,000	2,000	2,000	1,500
01-20-5250 OFFICE SUPPLIES	3,407	2,072	2,800	2,800	2,800	2,500
01-20-5253 ORDINANCE MANUAL	787	0	1,000	1,000	500	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>7,882</b>	<b>7,967</b>	<b>8,400</b>	<b>8,400</b>	<b>7,900</b>	<b>9,600</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-20-5485 SOFTWARE MAINTENANCE	400	3,750	800	800	1,200	2,025
01-20-5503 BUILDING MAINTENANCE	2,110	894	5,000	5,000	5,000	5,000
01-20-5555 MAINTENANCE CONTRACTS	3,694	0	0	0	0	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>6,204</b>	<b>4,644</b>	<b>5,800</b>	<b>5,800</b>	<b>6,200</b>	<b>7,025</b>
<b>CONTRACTUAL SERVICES</b>						
01-20-5600 CONTRACT LABOR	0	152,397	55,000	55,000	50,000	35,000
01-20-5626 EQUIPMENT LEASES	0	2,280	2,280	2,280	2,280	2,280
01-20-5677 SUBDIVISION/COMMERCIAL REVIEW	0	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>154,677</b>	<b>57,280</b>	<b>57,280</b>	<b>52,280</b>	<b>37,280</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-20-5911 CREDIT CARD MERCHANT FEES	0	0	0	0	0	0
01-20-5912 COURT RECORDING FEES	2,086	2,597	2,000	2,000	2,000	2,000
01-20-5915 POSTAGE	4,270	1,862	4,000	4,000	4,000	4,000
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>6,357</b>	<b>4,459</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-20-6201 DUES & SUBSCRIPTIONS	1,847	1,959	2,900	2,900	2,900	2,900
01-20-6202 ADVERTISING & PRINTING	7,480	9,188	9,000	9,000	9,000	9,000
01-20-6380 TRAVEL & TRAINING	3,534	5,342	9,500	9,500	9,500	9,500
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>12,861</b>	<b>16,488</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>400,887</b>	<b>598,041</b>	<b>510,425</b>	<b>545,425</b>	<b>536,672</b>	<b>578,328</b>



## **PUBLIC WORKS STREET MAINTENANCE**

The Street Maintenance Division within the Public Works Department maintains the city's roadway and drainage infrastructure to provide public safety as well as enhance the community's quality of life. With over 21,275 acres within the city limit boundaries, this division maintains over 199 centerline miles of roadways - including bridges, guardrails, traffic signs, barricades, signals, and sidewalks; 85 miles of underground and 80 miles of open channel storm sewer systems; and 179 acres of drainage detention facilities. The division is also responsible for right-of-way mowing along arterial roadways and medians, building maintenance for various municipal buildings, traffic signs and markings, and vehicle maintenance of the City's fleet. The Public Works Department also conducts the annual Spring Clean-Up Day for residents at its facility on Municipal Drive.

### **FY 2015-16 ACCOMPLISHMENTS**

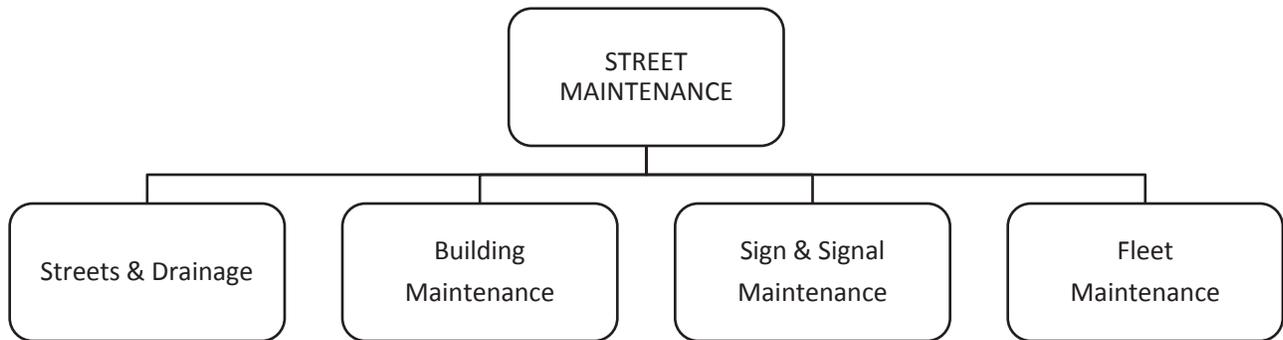
- Re-paved or and rehabilitated 8,625 linear feet of local streets with annual contract.
- Installed 25 Driveway culverts and re-graded 3,000 linear feet of roadside channels on Limerick Lane (County Glen)
- Improved the Journey Parkway/CR175 Intersection to a 4-way Stop including new crosswalks, sidewalks, and signs.
- Conducted the annual city-wide Fall Cleanup and Spring Cleanup Events.
- Resurfaced 500 feet of CR290 near RM 2243.
- Constructed two attractive limestone retaining walls on South Street.
- Resurfaced and re-stripped the Police and Fire Administration Parking areas.
- Installed 510 new traffic-related signs throughout the City, restriped Bagdad Road and Crystal Falls Parkway
- Installed landscaping at the Public Works Facility

### **FY 2016-17 OBJECTIVES**

- Expand contract mowing frequencies and areas with annexations.
- Continue drainage maintenance and improvements in older subdivisions.
- Expand contract maintenance for detention and water quality structures.
- Replace approximately 1,000 linear feet of golf course cart paths.
- Install additional sidewalks to improve access to shopping areas and to eliminate gaps.
- Respond to emergency service requests within two hours, non-emergency service requests within 24 hours.
- Respond to requests for information within 48 hours.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget reflects increases for street rehabilitation, contract mowing, and new 3-man crew including truck.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
PUBLIC WORKS DIRECTOR	1	1	1	1
STREET SUPERVISOR	1	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1	1
MAINTENANCE II / CREWLEADER	3	4	5	7
MAINTENANCE I	6	7	7	8
MECHANIC	1	1	1	1
MECHANIC / MAINTENANCE I	1	0	0	0
<b>TOTAL</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>19</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Street/Utility Cut Repairs	12	20	22
• Signs Installed	574	600	625
• Sidewalk Repairs (square feet)	460	460	10,000
• Concrete Repairs (cubic yards)	245	260	300
• Asphalt Placed (tons)	210	350	400
• Vehicle Repairs	160	201	221
• Work Orders Created		611	642
• Work Orders Completed		587	617

PROGRAM & SERVICES CONTACT INFORMATION		
Public Works Business Hours: 7:30 a.m. to 4:30 p.m.	<a href="http://www.leandertx.gov/publicworks">www.leandertx.gov/publicworks</a>	(512) 259-2640
Police Dispatch After Hours (non-emergency)		(512) 528-2800

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>PUBLIC WORKS</b>						
<b>PERSONNEL</b>						
01-21-5110 SUPERVISION	111,481	115,268	114,444	114,444	119,075	118,726
01-21-5120 OPERATIONS	429,819	495,554	522,380	522,380	554,400	673,296
01-21-5140 OVERTIME	7,852	14,239	15,000	15,000	15,000	15,000
01-21-5152 PHONE ALLOWANCE	1,905	2,550	1,800	1,800	2,700	2,700
01-21-5153 LONGEVITY	4,320	4,260	5,220	5,220	5,640	6,720
01-21-5155 CAR ALLOWANCE	4,840	4,840	4,800	4,800	4,800	4,800
01-21-5180 FICA	33,369	38,178	40,106	40,106	40,106	50,465
01-21-5182 HEALTH, DENTAL & LIFE	74,566	83,929	96,446	96,446	96,446	130,072
01-21-5186 MDC	7,804	8,929	9,492	9,492	9,492	11,908
01-21-5188 TMRS	61,678	70,882	76,112	76,112	76,112	101,989
01-21-5190 UNEMPLOYMENT INSURANCE	3,147	683	3,216	3,216	3,216	3,447
01-21-5192 WORKERS COMP	18,197	19,322	22,272	22,272	20,809	28,704
<b>TOTAL PERSONNEL</b>	<b>758,978</b>	<b>858,633</b>	<b>911,288</b>	<b>911,288</b>	<b>947,796</b>	<b>1,147,827</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-21-5201 TRAFFIC CONTROL SUPPLIES	29,599	32,549	35,000	35,000	40,000	40,000
01-21-5214 CHEMICALS	7,226	2,943	8,000	8,000	8,000	8,000
01-21-5217 MINOR EQUIPMENT	10,419	13,065	13,600	13,600	15,000	16,100
01-21-5221 MATERIALS & SUPPLIES	44,595	110,133	69,000	69,000	115,000	94,000
01-21-5240 GAS & OIL	36,403	24,684	34,078	34,078	30,000	30,000
01-21-5250 OFFICE SUPPLIES	2,318	3,007	3,000	3,000	3,000	3,000
01-21-5252 SOFTWARE	0	10,656	8,154	8,154	8,154	8,000
01-21-5280 UNIFORMS	8,252	11,434	13,500	13,500	13,500	14,500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>138,812</b>	<b>208,471</b>	<b>184,332</b>	<b>184,332</b>	<b>232,654</b>	<b>213,600</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-21-5485 SOFTWARE MAINTENANCE	1,925	293	0	0	570	0
01-21-5503 BUILDING MAINTENANCE	9,003	25,472	6,000	6,000	8,500	6,000
01-21-5510 DRAINAGE MAINTENANCE	18,680	4,086	7,500	7,500	7,500	7,500
01-21-5520 EQUIPMENT REPAIRS & MAINT	25,432	24,278	26,000	26,000	20,000	26,000
01-21-5555 MAINTENANCE CONTRACTS	5,091	0	5,200	5,200	5,200	5,200
01-21-5575 TRAFFIC LIGHT MAINTENANCE	29,487	3,705	10,000	10,000	10,000	10,000
01-21-5580 VEHICLE REPAIRS & MAINT	14,081	21,756	20,000	20,000	20,000	22,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>103,698</b>	<b>79,590</b>	<b>74,700</b>	<b>74,700</b>	<b>71,770</b>	<b>76,700</b>
<b>CONTRACTUAL SERVICES</b>						
01-21-5600 CONTRACT LABOR	442,384	755,861	314,500	268,500	335,000	306,500
01-21-5605 CONTRACT SVCS - ROADWAY REHAB	0	0	750,667	750,667	750,667	1,166,675
01-21-5612 CONTRACT SVCS - MOWING	0	58,644	148,055	194,055	175,000	239,980
01-21-5626 EQUIPMENT LEASES	0	4,836	4,200	4,200	4,200	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>442,384</b>	<b>819,341</b>	<b>1,217,422</b>	<b>1,217,422</b>	<b>1,264,867</b>	<b>1,716,155</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-21-5807 CELL PHONE / PAGER	4,929	3,883	5,900	5,900	5,900	5,900
01-21-5810 TELEPHONE	6,425	6,465	6,840	6,840	6,840	0
01-21-5811 STREET LIGHTS	1,590	8,042	4,000	4,000	4,000	4,000
01-21-5914 PERMIT FEES	100	0	350	350	350	350
01-21-5915 POSTAGE	184	150	150	150	150	150
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>13,228</b>	<b>18,540</b>	<b>17,240</b>	<b>17,240</b>	<b>17,240</b>	<b>10,400</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-21-6201 DUES & SUBSCRIPTIONS	597	1,451	1,200	1,200	1,200	1,200
01-21-6202 ADVERTISING & PRINTING	1,284	979	1,000	1,000	1,000	1,000
01-21-6230 MEDICAL SCREENING	673	450	1,000	1,000	1,000	1,000
01-21-6308 LEANDER CLEAN UP	871	15,444	18,125	18,125	18,125	20,125
01-21-6380 TRAVEL & TRAINING	1,221	1,593	4,500	4,500	4,500	4,500
01-21-6850 FLEET RESERVE FUND	3,000	15,825	55,323	55,323	55,323	50,310
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>7,646</b>	<b>35,742</b>	<b>81,148</b>	<b>81,148</b>	<b>81,148</b>	<b>78,135</b>
<b>CAPITAL OUTLAY</b>						
01-21-7000 VEHICLES	0	114,933	0	0	0	44,500
01-21-7100 MAJOR EQUIPMENT	14,500	28,340	0	0	0	16,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>14,500</b>	<b>143,273</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,000</b>
<b>CAPITAL PROJECTS</b>						
01-21-8338 LHS PEDESTRIAN CROSSING	1,502	0	0	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>1,502</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PUBLIC WORKS</b>	<b>1,480,747</b>	<b>2,163,590</b>	<b>2,486,130</b>	<b>2,486,130</b>	<b>2,615,475</b>	<b>3,303,817</b>

## ENGINEERING

The mission of the Engineering Department is to provide the community with safe, reliable, and adequate water supply; wastewater collection and treatment facilities; storm water collection and treatment systems; and transportation infrastructure that includes roadways, sidewalks, and traffic control devices. The department administers each phase of the City's capital improvements projects including professional planning, design, construction, and inspection. The department develops, manages, maintains reviews, approves, and inspects, as applicable, design and construction standards; all public works and private sector subdivision, commercial, and industrial infrastructure projects; statutory mapping including zoning, addressing, emergency services, city limits, ETJ, CCN, floodplain, aerial, water system, wastewater system, storm sewer system, and topography; infrastructure development and service agreements; and comprehensive water, wastewater, drainage, and thoroughfare master plans.

### FY 2015-16 ACCOMPLISHMENTS

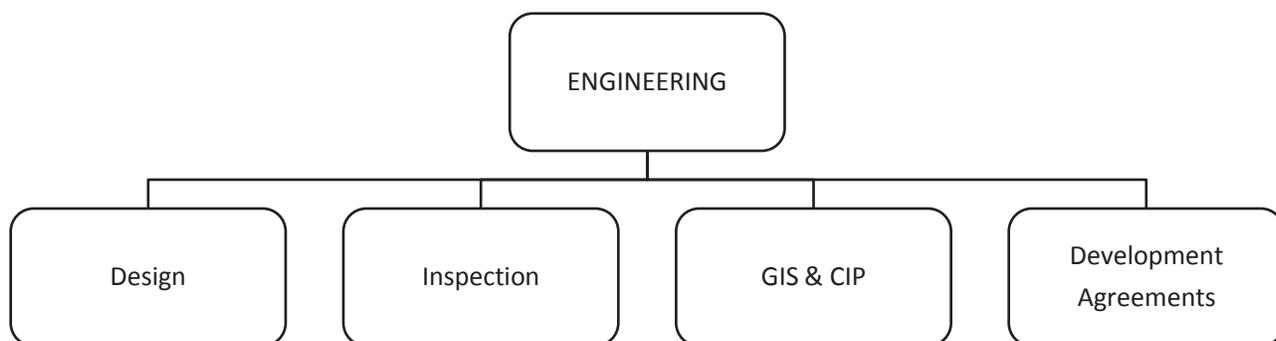
- Completed construction of Municipal Dr. Roadway improvements for Elementary School #25
- Commenced construction of Old 2243/Hero Way at US183 to Lakeline
- Completed updated design of Bagdad Road from Old 2243 to Collaborative Way
- Completed expanded design of East Street Roadway Improvements to Hero Way
- Continued regional partnership by securing sites for Phase Two Deep Water Intake for BCRUA
- Complete installation of Traffic Signals at Bagdad Road/Municipal Drive for Elementary School #25
- Completed design & commenced construction of right turn lane at Crystal Falls Parkway/US183
- Completed construction of Ridgmar Landing Waterline Improvements Project
- Commenced & completed construction of Ronald Reagan N Water Line Improvements, Phase 2
- Completed design of CR 269/Hero Way Water Line Improvement Project
- Commenced and completed Water and Wastewater Master Plans and Impact Fee Study Updates
- Commenced construction of Bar W Ranch (Wedemeyer) Wastewater Improvements
- Commenced design phase of Raider Way and E. Woodview Drive Roadway Improvements
- Commenced design phase of Metro Drive Roadway Improvements

### FY 2016-17 OBJECTIVES

- Continue construction of Old 2243/Hero Way Roadway Improvements (completion early FY'18)
- Commence Construction of Bagdad Road from Old 2243 to Collaborative Way
- Commence construction of Reagan EST/GST/Booster Pump Station(s)
- Commence CR269 Hero Way Water Line Improvements Project , Phase 1
- Maintain regional partnerships in BCRUA and BCRWWS
- Commence and complete San Gabriel 24 inch waterline (Bryson)
- Complete construction of Bar W Ranch (Wedemeyer) Wastewater Improvements

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes a new GIS Analyst position as well as increases for subdivision construction testing services.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ENGINEERING DIRECTOR	1	1	1	1
ASSISTANT CITY ENGINEER	1	1	1	1
GIS COORDINATOR	1	1	1	1
GIS ANALYST	0	0	0	1
CONSTRUCTION INSPECTOR	2	2	4	4
STORMWATER INSPECTOR	0	1	1	1
ENGINEER	0	0	2	2
ENGINEER EIT	1	1	0	0
ADMINISTRATIVE ASSISTANT	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>11</b>	<b>12</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• % of subdivision reviews completed within two weeks of receipt	85%	95%	98%
• % of public works project reviews completed within two weeks of receipt	N/A	95%	98%
• % of responses to citizen inquiries made within two business days	96%	98%	100%
• % of responses to consultant or contractor requests for information made within two business days	94%	98%	98%
• % of responses to City Council or staff requests for information made within two business days	96%	98%	100%

PROGRAM & SERVICES CONTACT INFORMATION		
Engineering	<a href="http://www.leandertx.gov/engineering">www.leandertx.gov/engineering</a>	(512) 528-2766

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>ENGINEERING</b>						
<b>PERSONNEL</b>						
01-22-5110 SUPERVISION	195,284	199,406	192,187	192,187	184,500	198,521
01-22-5120 OPERATIONS	297,333	442,104	576,211	576,211	589,950	655,386
01-22-5140 OVERTIME	187	504	0	0	1,000	0
01-22-5152 PHONE ALLOWANCE	1,905	1,815	1,800	1,800	1,800	1,800
01-22-5153 LONGEVITY	1,800	2,220	2,760	2,760	2,760	3,420
01-22-5155 CAR ALLOWANCE	9,015	9,945	9,000	9,000	9,000	10,800
01-22-5180 FICA	29,679	39,038	48,002	48,002	48,002	53,539
01-22-5182 HEALTH, DENTAL & LIFE	35,503	47,703	69,534	69,534	69,534	73,940
01-22-5186 MDC	6,941	9,130	11,338	11,338	11,338	12,614
01-22-5188 TMRS	55,708	73,066	90,814	90,814	90,814	108,294
01-22-5190 UNEMPLOYMENT INSURANCE	1,465	297	2,043	2,043	2,043	2,061
01-22-5192 WORKERS COMP	1,375	3,959	4,583	4,583	6,134	5,014
<b>TOTAL PERSONNEL</b>	<b>636,195</b>	<b>829,186</b>	<b>1,008,272</b>	<b>1,008,272</b>	<b>1,016,875</b>	<b>1,125,389</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-22-5215 COMPUTER HARDWARE	0	6,893	0	0	0	0
01-22-5217 MINOR EQUIPMENT	2,607	6,191	10,500	10,500	10,500	9,000
01-22-5221 MATERIALS & SUPPLIES	4,444	7,142	6,000	6,000	6,000	9,200
01-22-5240 GAS & OIL	5,221	7,230	7,200	7,200	7,200	8,000
01-22-5250 OFFICE SUPPLIES	2,304	3,627	2,000	2,000	2,000	2,750
01-22-5280 UNIFORMS	0	150	0	0	0	2,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>14,576</b>	<b>31,233</b>	<b>25,700</b>	<b>25,700</b>	<b>25,700</b>	<b>30,950</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-22-5485 SOFTWARE MAINTENANCE	8,223	12,408	47,510	47,510	17,510	27,500
01-22-5555 MAINTENANCE CONTRACTS	0	0	0	0	0	2,000
01-22-5580 VEHICLE REPAIRS & MAINT	410	3,117	2,000	2,000	6,000	2,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>8,633</b>	<b>15,525</b>	<b>49,510</b>	<b>49,510</b>	<b>23,510</b>	<b>31,500</b>
<b>CONTRACTUAL SERVICES</b>						
01-22-5600 CONTRACT LABOR	0	25,312	165,000	165,000	125,000	125,000
01-22-5604 AERIAL PHOTOGRAPHY	4,181	4,621	4,621	4,621	4,621	4,841
01-22-5677 SUBDIVISION/COMMERCIAL REVIEW	7,223	0	0	0	0	0
01-22-5678 SUBDIVISION CONSTRUCTION EXP	181,560	222,718	240,000	240,000	240,000	290,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>192,964</b>	<b>252,651</b>	<b>409,621</b>	<b>409,621</b>	<b>369,621</b>	<b>419,841</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-22-5807 CELL PHONE / PAGER	2,221	3,695	5,000	5,000	5,000	4,500
01-22-5810 TELEPHONE	0	85	0	0	0	0
01-22-5915 POSTAGE	257	559	1,000	1,000	1,000	1,000
01-22-5916 WIRELESS CARDS	0	130	0	0	2,000	1,500
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>2,478</b>	<b>4,468</b>	<b>6,000</b>	<b>6,000</b>	<b>8,000</b>	<b>7,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-22-6201 DUES & SUBSCRIPTIONS	811	1,541	4,300	4,300	4,300	5,800
01-22-6202 ADVERTISING & PRINTING	823	1,907	1,500	1,500	1,500	1,500
01-22-6380 TRAVEL & TRAINING	5,193	10,258	8,000	8,000	8,000	9,000
01-22-6850 FLEET RESERVE FUND	3,000	2,688	5,376	5,376	5,376	18,143
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>9,828</b>	<b>16,394</b>	<b>19,176</b>	<b>19,176</b>	<b>19,176</b>	<b>34,443</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>CAPITAL OUTLAY</b>						
01-22-7000 VEHICLES	23,502	25,906	56,000	56,000	56,000	0
01-22-7100 MAJOR EQUIPMENT	0	10,725	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>23,502</b>	<b>36,631</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>	<b>0</b>
<b>TOTAL ENGINEERING</b>	<b>888,175</b>	<b>1,186,087</b>	<b>1,574,279</b>	<b>1,574,279</b>	<b>1,518,882</b>	<b>1,649,123</b>

## PARKS & RECREATION

The Parks & Recreation Department (PARD) manages 13 parks totaling 324 acres, maintains municipal building landscapes, oversees library and golf course operations and serves as liaison to the Parks & Recreation Advisory Board, Public Arts Commission, Library Foundation Board and Veterans Park Committee.

Facilities include an amphitheater, lighted basketball court, Mason Homestead, 2 lighted multi-purpose athletic fields, 3 lighted baseball fields, 5 pavilions, skate park, swimming pool, 5 playscapes, 5 soccer/football fields, 5 picnic areas, trails, water playscape, 5 restrooms and a restroom/concession building.

Special events include: Kite Festival; Spring Egg-Stravaganza; Liberty Fest; Bluegrass Festival; Veterans Day Festivities and Christmas Parade & Tree Lighting, Recreation programs include: Swimming lessons; water aerobics; fitness classes; Lego, art & science camps; active adult day trips; movies in the park, Little League baseball, and Christmas tree recycling.

### FY 2015-16 ACCOMPLISHMENTS

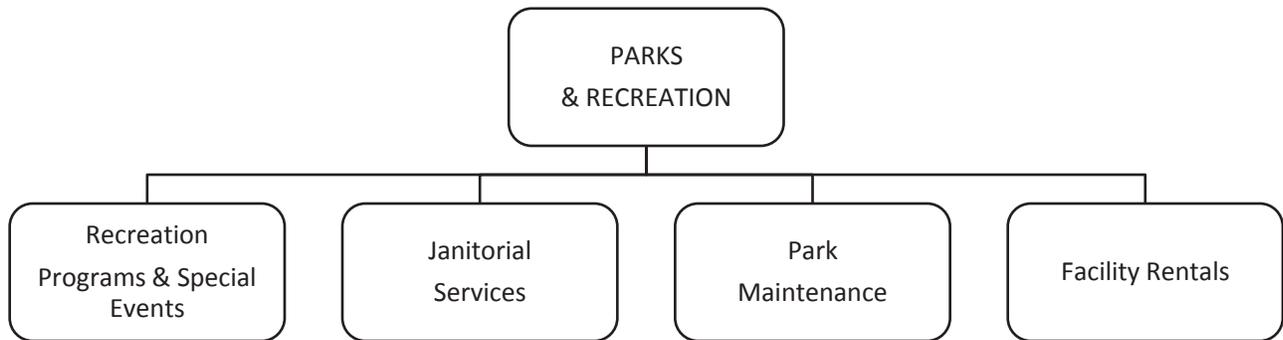
- Completed additional improvements at the Mason Homestead (Split-rail fencing, planted trees)
- Held Veterans Park Grounds Breaking Festival and VFW Fundraiser Events
- Completed initial improvements in Veterans Park
- Completed construction of the TPWD funded North Branch Brushy Creek Trail segment
- Received a \$400,000 TPWD grant for Lakewood Park
- Increased program and facility use revenues
- Completed construction on the Benbrook Ranch Park Baseball Complex
- Acquired 44 acres of parkland on the South San Gabriel River
- Acquired 3.46 acres of land for the Brushy Creek Main Branch Trail
- Implemented a management software system for facility rentals and program registration
- Completed landscaping projects at City Hall and on East Crystal Falls Parkway
- Resumed Full Moon Concert Series with sponsorship from In & Out Burgers
- Dedicated the Gabriel & Jayne Serna Fields in Bledsoe Park
- Introduced an Annual Program Guide

### FY 2016-17 OBJECTIVES

- Construct a segment of the South Branch Brushy Creek Trail (Carneros Ranch)
- Begin construction at Lakewood Community Park
- Begin implementation of the 2016 Bond Projects
- Continue the Liberty Fest Event and plan for future location
- Replaster Bledsoe Park Pool

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes two new parks maintenance worker positions and full-year funding for the Leander youth baseball program initiated in 2016.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
PARKS & RECREATION DIRECTOR	1	1	1	1
MAINTENANCE SUPERVISOR	1	1	1	1
RECREATION SUPERVISOR	0	0	1	1
ATHLETICS/RECREATION PROGRAMMER	1	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1	1
MAINTENANCE II / CREW LEADER	2	3	3	3
MAINTENANCE I / PARKS	4	5	5	7
MAINTENANCE II / JANITORIAL	1	1	1	1
MAINTENANCE I / JANITORIAL	1	1	1	1
<b>TOTAL</b>	<b>12</b>	<b>14</b>	<b>15</b>	<b>17</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Parks Maintained	9	13	14
• Number of Park Acres	267	324	363
• Special events	5	6	6
• Recreation programs	13	9	9
• Maintenance of Municipal landscapes	8	7	7
• Janitorial Services to Municipal buildings	9	9	9

PROGRAM & SERVICES CONTACT INFORMATION		
General Information	www.leandertx.gov/parksrec	(512) 528-9909
Recreation Programs & Events		(512) 528-9909
Facility Rentals / Park Maintenance		(512) 528-9909
Bledsoe Park Pool (June thru August)		(512) 260-3558
Public Arts Commission		(512) 528-9909
Crystal Falls Golf Club		(512) 259-5855
Leander Public Library		(512) 259-5259

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>PARKS &amp; RECREATION</b>						
<b>PERSONNEL</b>						
01-23-5110 SUPERVISION	150,462	154,612	225,287	225,287	158,715	159,682
01-23-5120 OPERATIONS	330,103	386,637	379,744	379,744	450,500	516,631
01-23-5140 OVERTIME	6,964	11,566	7,000	7,000	7,000	8,000
01-23-5153 LONGEVITY	2,760	3,480	4,140	4,140	4,080	4,020
01-23-5155 CAR ALLOWANCE	4,840	4,840	4,800	4,800	4,800	4,800
01-23-5180 FICA	30,238	34,232	37,849	37,849	37,849	42,912
01-23-5182 HEALTH, DENTAL & LIFE	62,828	76,773	85,250	85,250	85,250	102,423
01-23-5186 MDC	7,072	8,006	8,852	8,852	8,852	10,035
01-23-5188 TMRS	54,626	63,154	70,989	70,989	70,989	86,120
01-23-5190 UNEMPLOYMENT INSURANCE	2,290	316	9,095	9,095	9,095	3,058
01-23-5192 WORKERS COMP	6,446	7,502	8,068	8,068	7,563	8,500
<b>TOTAL PERSONNEL</b>	<b>658,629</b>	<b>751,119</b>	<b>841,074</b>	<b>841,074</b>	<b>844,693</b>	<b>946,181</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-23-5202 COMPUTER SUPPLIES	40	0	0	0	0	0
01-23-5214 CHEMICALS	16,737	9,961	20,000	20,000	20,000	20,000
01-23-5215 COMPUTER HARDWARE	770	0	1,530	1,530	2,665	1,050
01-23-5217 MINOR EQUIPMENT	1,780	5,017	17,650	17,650	17,650	8,500
01-23-5220 JANITORIAL SUPPLIES	16,902	18,089	16,200	16,200	18,500	13,750
01-23-5221 MATERIALS & SUPPLIES	30,352	34,440	34,535	34,535	40,000	35,035
01-23-5240 GAS & OIL	14,753	11,980	14,500	14,500	14,500	13,500
01-23-5250 OFFICE SUPPLIES	3,196	5,597	5,250	5,250	5,250	5,250
01-23-5252 SOFTWARE	0	0	1,152	1,152	1,152	970
01-23-5280 UNIFORMS	6,819	8,737	7,500	7,500	7,500	10,842
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>91,351</b>	<b>93,819</b>	<b>118,317</b>	<b>118,317</b>	<b>127,217</b>	<b>108,897</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-23-5503 BUILDING MAINTENANCE	10,744	20,064	30,280	30,280	30,280	55,500
01-23-5520 EQUIPMENT REPAIRS & MAINT	3,917	3,327	4,000	4,000	4,800	4,000
01-23-5530 GROUNDS MAINTENANCE	5,260	10,940	10,250	10,250	10,250	10,250
01-23-5580 VEHICLE REPAIRS & MAINT	3,827	5,591	6,200	6,200	6,200	6,200
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>23,748</b>	<b>39,922</b>	<b>50,730</b>	<b>50,730</b>	<b>51,530</b>	<b>75,950</b>
<b>CONTRACTUAL SERVICES</b>						
01-23-5600 CONTRACT LABOR	98,283	221,893	66,350	135,475	153,005	49,858
01-23-5612 CONTRACT SVCS - MOWING	0	0	88,210	88,210	80,000	62,000
01-23-5626 EQUIPMENT LEASES	0	0	2,400	2,400	2,400	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>98,283</b>	<b>221,893</b>	<b>156,960</b>	<b>226,085</b>	<b>235,405</b>	<b>114,858</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-23-5807 CELL PHONE / PAGER	4,898	5,490	4,540	4,540	4,540	4,960
01-23-5810 TELEPHONE	6,848	6,877	7,760	7,760	7,760	385
01-23-5911 CREDIT CARD MERCHANT FEES	1,068	1,359	1,100	1,100	2,100	2,100
01-23-5915 POSTAGE	162	126	125	125	125	125
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>12,976</b>	<b>13,852</b>	<b>13,525</b>	<b>13,525</b>	<b>14,525</b>	<b>7,570</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-23-6201 DUES & SUBSCRIPTIONS	1,234	1,047	1,400	1,400	1,400	1,400
01-23-6202 ADVERTISING & PRINTING	3,378	4,214	4,350	4,350	4,350	4,350
01-23-6309 LIBERTY FEST	0	0	70,000	70,000	70,000	75,000
01-23-6313 MOVIES IN THE PARK	2,798	2,621	3,000	3,000	3,000	3,000
01-23-6314 CONCERTS & EVENTS	9,700	15,017	24,700	24,700	24,700	30,550
01-23-6315 SENIOR RECREATION	731	631	1,000	1,000	1,000	1,000
01-23-6317 YOUTH BASEBALL	0	0	0	37,000	25,000	62,000
01-23-6380 TRAVEL & TRAINING	4,702	3,188	5,900	5,900	5,900	5,900
01-23-6850 FLEET RESERVE FUND	8,435	15,455	15,455	15,455	15,455	24,728
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>30,977</b>	<b>42,173</b>	<b>125,805</b>	<b>162,805</b>	<b>150,805</b>	<b>207,928</b>
<b>CAPITAL OUTLAY</b>						
01-23-7000 VEHICLES	0	0	0	0	0	22,000
01-23-7100 MAJOR EQUIPMENT	0	0	5,700	39,700	34,000	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>5,700</b>	<b>39,700</b>	<b>34,000</b>	<b>22,000</b>
<b>TOTAL PARKS &amp; RECREATION</b>	<b>915,964</b>	<b>1,162,779</b>	<b>1,312,111</b>	<b>1,452,236</b>	<b>1,458,175</b>	<b>1,483,384</b>

## **POLICE ADMINISTRATION**

The Leander Police Department strives to be a full-service public safety agency and is committed to providing wide range of police services to our community. It is the responsibility of the police department to address crime, the fear of crime, public disorder, and neighborhood problems that detract from the overall quality of life in our community.

The Police Administration is specifically responsible for departmental service delivery, overall leadership and staff development, budgetary planning and monitoring, general policy development and initiation, and the oversight of all department operations and administrative functions.

### **FY 2015-16 ACCOMPLISHMENTS**

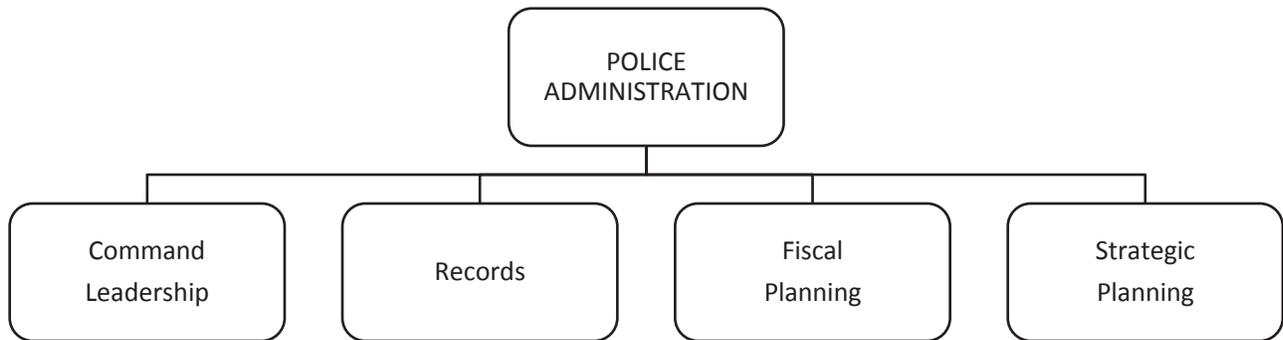
- Developed incentive pay for bilingual (Spanish and American Sign Language) proficient personnel.
- Further expanded the upstairs administrative section of the police station facility by adding two additional office spaces and a conference room.
- Conducted Patrol Staffing Workload Analysis to determine accurate patrol staffing needs.

### **FY 2016-17 OBJECTIVES**

- Continue to work with City Manager and City Staff to develop a competitive pay structure for police personnel in an effort to remain competitive in the region.
- Expanded Certification and Education incentive pay plan to improve recruiting efforts for experienced and educated personnel, as well as special assignment pay.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes funding for a new education certification program and special assignment pay for the department.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
CHIEF OF POLICE	1	1	1	1
ASSISTANT POLICE CHIEF	1	1	1	1
ADMINISTRATIVE OFFICE MANAGER	1	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1	1
ADMIN ASSISTANT / RECORDS	1	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Calls for Police Service	18,026	21,432	25,478
• Sworn Personnel	40	42	51
• Non-sworn Personnel	17	17	19
• Open Records Requests	251	284	321

PROGRAM & SERVICES CONTACT INFORMATION		
Chief of Police	www.leandertx.gov/police	(512) 528-2800
Assistant Chief of Police		(512) 528-2816
Administrative Assistant		(512) 528-2802
Open Records Requests		(512) 528-2809
		(512) 528-2806

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>POLICE ADMINISTRATION</b>						
<b>PERSONNEL</b>						
01-40-5110 SUPERVISION	204,284	213,758	213,177	213,177	221,080	221,166
01-40-5120 OPERATIONS	126,851	137,085	132,468	132,468	140,770	135,498
01-40-5140 OVERTIME	1,572	351	0	0	750	0
01-40-5152 PHONE ALLOWANCE	2,896	2,759	2,736	2,736	2,736	2,736
01-40-5153 LONGEVITY	3,840	4,140	4,440	4,440	4,440	4,740
01-40-5154 CERTIFICATION PAY	3,175	3,025	3,000	3,000	3,000	55,500
01-40-5180 FICA	20,159	20,961	22,027	22,027	22,027	22,758
01-40-5182 HEALTH, DENTAL & LIFE	30,517	34,602	36,498	36,498	36,498	39,745
01-40-5186 MDC	4,715	4,902	5,228	5,228	5,228	5,392
01-40-5188 TMRS	37,869	40,192	41,830	41,830	41,830	46,406
01-40-5190 UNEMPLOYMENT INSURANCE	1,035	45	1,035	1,035	1,035	855
01-40-5192 WORKERS COMP	3,266	3,841	3,794	3,794	3,434	3,930
<b>TOTAL PERSONNEL</b>	<b>440,178</b>	<b>465,662</b>	<b>466,233</b>	<b>466,233</b>	<b>482,828</b>	<b>538,726</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-40-5202 COMPUTER SUPPLIES	128	0	0	0	0	0
01-40-5217 MINOR EQUIPMENT	0	0	0	0	0	900
01-40-5250 OFFICE SUPPLIES	35,892	17,052	7,500	7,500	7,500	7,500
01-40-5280 UNIFORMS	1,103	1,132	2,500	2,500	2,500	4,500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>37,122</b>	<b>18,184</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>12,900</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-40-5485 SOFTWARE MAINTENANCE	0	0	0	0	0	6,960
01-40-5503 BUILDING MAINTENANCE	38,584	59,271	42,088	42,088	92,000	35,981
01-40-5555 MAINTENANCE CONTRACTS	78,857	93,936	156,741	156,741	165,000	121,784
01-40-5580 VEHICLE REPAIRS & MAINT	661	1,099	1,000	1,000	1,000	1,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>118,102</b>	<b>154,305</b>	<b>199,829</b>	<b>199,829</b>	<b>258,000</b>	<b>165,725</b>
<b>CONTRACTUAL SERVICES</b>						
01-40-5600 CONTRACT LABOR	0	177	0	0	0	0
01-40-5626 EQUIPMENT LEASES	8,336	11,666	12,345	12,345	12,345	10,532
01-40-5726 CHILDREN'S ADVOCACY CENTER	30,000	30,000	30,000	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>38,336</b>	<b>41,843</b>	<b>42,345</b>	<b>42,345</b>	<b>42,345</b>	<b>40,532</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-40-5810 TELEPHONE	981	6,000	0	0	1,550	0
01-40-5911 CREDIT CARD MERCHANT FEES	184	195	0	0	0	0
01-40-5915 POSTAGE	2,451	1,444	2,500	2,500	2,500	2,000
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>3,616</b>	<b>7,639</b>	<b>2,500</b>	<b>2,500</b>	<b>4,050</b>	<b>2,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-40-6201 DUES & SUBSCRIPTIONS	1,589	1,865	2,000	2,000	2,000	2,000
01-40-6202 ADVERTISING & PRINTING	2,848	3,520	4,350	4,350	4,350	4,500
01-40-6209 OTHER (MEDICAL VICTIMS)	0	0	0	0	0	0
01-40-6380 TRAVEL & TRAINING	3,635	4,665	3,650	3,650	3,650	7,150
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>8,072</b>	<b>10,050</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>13,650</b>
<b>TOTAL POLICE ADMINISTRATION</b>	<b>645,426</b>	<b>697,683</b>	<b>730,907</b>	<b>730,907</b>	<b>807,223</b>	<b>773,533</b>



## **POLICE UNIFORM SERVICES**

The Uniform Patrol Division is the most recognizable unit of the police department, operating 24 hours a day, 7 days a week, 365 days a year. Officers drive highly visible patrol vehicles, which are essentially their “mobile offices” - equipped with the latest audio / video recording system, speed detection equipment, and communications / data technology that allows them to do their job more effectively and efficiently. These officers are the first responders who provide proactive police patrols, enforce federal, state, and local laws, as well as providing assistance to citizens in need. In short, the Patrol Division performs initial investigations into offenses and prevents and deters crime through their presence. In order to effectively provide coverage throughout the city, the Uniform Patrol Division utilizes four shifts working in 12-hour rotations with both day and night shift coverage.

### **FY 2015-16 ACCOMPLISHMENTS**

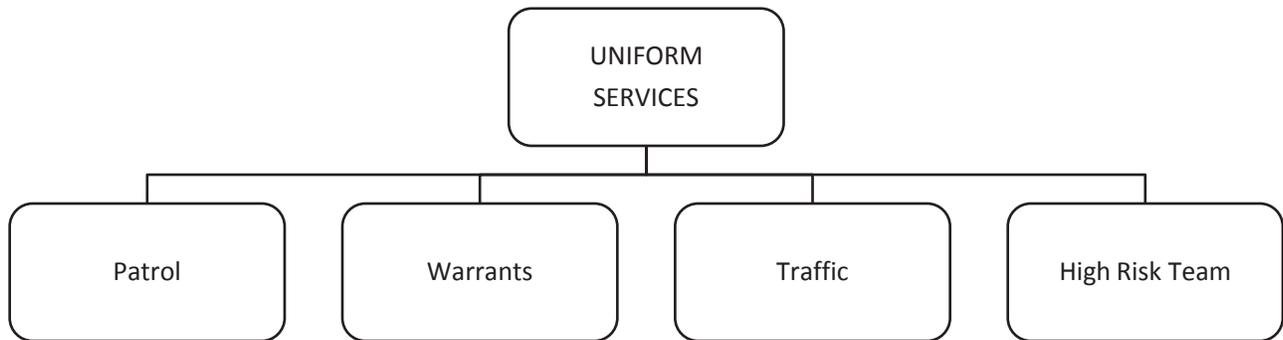
- Expanded patrol services by adding 2 additional officers to staff
- Added Radar Trailer / Message Board for better traffic control and public education
- Participation in the Central Texas Regional SWAT

### **FY 2016-17 OBJECTIVES**

- Expand patrol services /coverage and increase officer time for undedicated patrol activities, community engagement, and crime suppression by adding additional officers to Uniform Services.
- Upgrade sidearm and rifle security, organization and storage system for armory.
- Upgrade of department issued sidearm, by transitioning from *Glock 22/23* to *Glock 17 Gen 4*

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes the addition of four uniformed officers and vehicles.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
LIEUTENANT	1	1	1	1
SERGEANT	5	5	5	5
OFFICER	15	15	16	20
OFFICER I / CHAPLAIN	*	*	*	*
WARRANT OFFICER	1	1	1	1
CORPORAL	4	4	4	4
<b>TOTAL</b>	<b>26</b>	<b>26</b>	<b>27</b>	<b>31</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
<ul style="list-style-type: none"> <li>Traffic Violations / Contacts</li> <li>Total Collisions</li> </ul>	11,906 693	13,552 822	15,424 974

PROGRAM & SERVICES CONTACT INFORMATION		
Uniform Services Lieutenant Patrol Shift Sergeants	www.leandertx.gov/police	(512) 528-2800 (512) 528-2810 (512) 528-2820 (512) 528-2826 (512) 528-2842 (512) 528-2825 (512) 528-2863
Traffic (TEAM) Sergeant		

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>UNIFORM SERVICES</b>						
<b>PERSONNEL</b>						
01-41-5110 SUPERVISION	68,316	75,278	75,394	75,394	77,555	78,229
01-41-5120 OPERATIONS	1,334,449	1,428,301	1,490,865	1,490,865	1,600,000	1,701,926
01-41-5140 OVERTIME	50,989	88,628	65,249	65,249	105,000	80,000
01-41-5141 OVERTIME - STEP	0	0	0	0	0	0
01-41-5142 OVERTIME - SCHOOL	41,034	42,682	40,000	40,000	42,500	45,000
01-41-5151 STIPEND PAY	0	0	0	0	0	0
01-41-5152 PHONE ALLOWANCE	991	944	936	936	936	936
01-41-5153 LONGEVITY	8,880	9,180	10,140	10,140	9,420	11,040
01-41-5154 CERTIFICATION PAY	18,850	21,950	33,500	33,500	33,500	22,800
01-41-5180 FICA	92,132	100,415	103,236	103,236	103,236	117,487
01-41-5182 HEALTH, DENTAL & LIFE	150,306	163,525	195,681	195,681	195,681	222,452
01-41-5186 MDC	21,547	23,484	24,143	24,143	24,143	27,477
01-41-5188 TMRS	172,641	187,938	193,383	193,383	193,383	235,729
01-41-5190 UNEMPLOYMENT INSURANCE	5,406	869	5,769	5,769	5,769	5,365
01-41-5192 WORKERS COMP	26,653	28,222	26,012	26,012	23,587	28,403
<b>TOTAL PERSONNEL</b>	<b>1,992,193</b>	<b>2,171,416</b>	<b>2,264,308</b>	<b>2,264,308</b>	<b>2,414,710</b>	<b>2,576,844</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-41-5215 COMPUTER HARDWARE	2,216	0	0	0	0	0
01-41-5217 MINOR EQUIPMENT	48,931	48,032	47,530	47,530	47,530	60,860
01-41-5221 MATERIALS & SUPPLIES	21,943	27,553	26,759	26,759	26,759	33,430
01-41-5240 GAS & OIL	112,595	85,856	112,750	112,750	85,000	84,050
01-41-5250 OFFICE SUPPLIES	1,024	940	1,300	1,300	1,300	1,200
01-41-5280 UNIFORMS	46,368	36,903	46,008	46,008	50,000	50,664
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>233,078</b>	<b>199,285</b>	<b>234,347</b>	<b>234,347</b>	<b>210,589</b>	<b>230,204</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-41-5484 SHOOTING RANGE MAINTENANCE	7,041	3,318	5,500	5,500	5,500	5,500
01-41-5520 EQUIPMENT REPAIRS & MAINT	4,538	4,370	9,288	9,288	9,288	9,625
01-41-5580 VEHICLE REPAIRS & MAINT	37,578	27,063	37,000	34,100	32,500	37,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>49,157</b>	<b>34,751</b>	<b>51,788</b>	<b>48,888</b>	<b>47,288</b>	<b>52,625</b>
<b>CONTRACTUAL SERVICES</b>						
01-41-5600 CONTRACT LABOR	1,041	729	0	0	1,195	0
01-41-5663 PHYSICALS/WEELLNESS CONTRACT	15,024	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>16,065</b>	<b>729</b>	<b>0</b>	<b>0</b>	<b>1,195</b>	<b>0</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-41-5807 CELL PHONE / PAGER	842	245	0	0	0	720
01-41-5810 TELEPHONE	0	0	0	0	0	0
01-41-5916 WIRELESS CARDS	10,807	12,095	15,180	15,180	15,180	16,400
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>11,649</b>	<b>12,340</b>	<b>15,180</b>	<b>15,180</b>	<b>15,180</b>	<b>17,120</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-41-6201 DUES & SUBSCRIPTIONS	350	480	540	540	540	950
01-41-6209 OTHER (MEDICAL VICTIMS)	0	0	0	0	0	0
01-41-6212 RECRUITING	6,412	4,214	0	0	0	0
01-41-6316 COMMUNITY POLICING	195	0	0	0	0	0
01-41-6321 CENTRAL TX REGIONAL SWAT	0	526	37,000	37,000	37,000	37,000
01-41-6380 TRAVEL & TRAINING	29,653	31,621	49,100	49,100	49,100	52,500

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
01-41-6382 TCLEOSE TRAINING	1,020	4,631	2,900	2,900	2,900	3,055
01-41-6850 FLEET RESERVE FUND	145,202	210,090	280,317	280,317	280,317	327,690
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>182,831</b>	<b>251,561</b>	<b>369,857</b>	<b>369,857</b>	<b>369,857</b>	<b>421,195</b>
<b>CAPITAL OUTLAY</b>						
01-41-7000 VEHICLES	96,543	114,052	64,600	64,600	64,000	267,716
01-41-7100 MAJOR EQUIPMENT	0	0	0	0	13,599	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>96,543</b>	<b>114,052</b>	<b>64,600</b>	<b>64,600</b>	<b>77,599</b>	<b>267,716</b>
<b>INTEREST</b>						
01-41-9226 INTEREST CAPITAL LEASE	0	0	0	0	0	0
<b>TOTAL INTEREST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL UNIFORM SERVICES</b>	<b>2,581,516</b>	<b>2,784,134</b>	<b>3,000,080</b>	<b>2,997,180</b>	<b>3,136,418</b>	<b>3,565,704</b>

## **POLICE SUPPORT SERVICES**

The Support Services Division provides the most diverse of the Department's services, which include Communications, Community Services, School Resource Officers, Records, Animal Control, CALEA Accreditation Management, and a number of additional administrative services and programs like recruiting, hiring process, training, etc. Programs coordinated by personnel in Support Services include the Citizens Police Academy, Police Explorers youth program, National Night Out, and the Annual Blue Santa, as well as many other crime prevention and community education programs.

### **FY 2015-16 ACCOMPLISHMENTS**

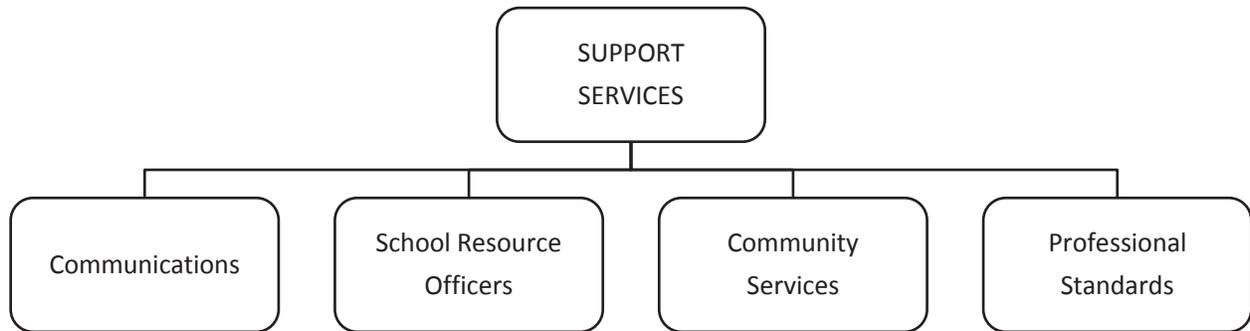
- Developed incentive pay for bilingual (Spanish and American Sign Language) proficient Communications personnel.
- Upgraded the Communications Manager position to Communications / Records Manager, and brought the position into Command Staff.
- Launched Smart911 services for citizen interface to increase information available to public safety personnel when responding to calls for service.

### **FY 2016-17 OBJECTIVES**

- Create a Professional Standards Division and centralize a number of functions that have been distributed to other members of the department, including, internal investigations, recruiting, hiring, training, promotional process, etc.
- Increase diversity recruiting efforts by developing specific materials, videos, presentations, and other media that specifically targets minority and female officer applicants.
- Continued professional development for Communications personnel through incentives that reward and encourage certification advancement and college education for non-sworn staff.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes the addition of a community services sergeant; professional standards sergeant, school resource officer and vehicles.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
LIEUTENANT	1	1	1	1
COMMUNICATIONS & RECORDS MGR	0	0	0	1
TCO MANAGER	1	1	1	0
TCO SUPERVISOR	2	2	2	2
TELECOMMUNICATION OFFICER	7	7	7	7
SERGEANT	2	1	1	3
OFFICER III – COMMUNITY SERVICES	0	1	1	1
SCHOOL RESOURCE OFFICER - SGT	0	1	1	1
SCHOOL RESOURCE OFFICER	2	2	3	4
<b>TOTAL</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>20</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
<ul style="list-style-type: none"> <li>Increase Applicant Pool for Entry Level positions</li> <li>Increase National Night Out Event Participation</li> </ul>	63 Apps 23 Events	46 Apps 26 Events	50 Apps 29 Events

PROGRAM & SERVICES CONTACT INFORMATION		
	<a href="http://www.leandertx.gov/police">www.leandertx.gov/police</a>	(512) 528-2800
Support Services Lieutenant		(512) 528-2804
Support Services (PSD)		(512) 528-2932
School Resources Division		(512) 996-1381
Communications & Records Manager		(512) 528-2834
Community Services Sergeant		(512) 528-2812

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>SUPPORT SERVICES</b>						
<b>PERSONNEL</b>						
01-42-5110 SUPERVISION	69,106	75,179	75,394	75,394	78,455	78,229
01-42-5120 OPERATIONS	662,665	794,011	826,627	826,627	862,000	996,825
01-42-5130 PART-TIME	9,225	2,883	0	0	0	0
01-42-5140 OVERTIME	48,265	35,589	6,400	6,400	40,000	35,000
01-42-5151 STIPEND PAY	0	0	0	0	0	0
01-42-5152 PHONE ALLOWANCE	986	944	936	936	936	936
01-42-5153 LONGEVITY	5,040	5,700	6,720	6,720	6,060	7,140
01-42-5154 CERTIFICATION PAY	17,000	17,825	18,000	18,000	18,000	18,900
01-42-5180 FICA	48,196	54,540	57,914	57,914	57,914	71,581
01-42-5182 HEALTH, DENTAL & LIFE	79,434	107,471	119,871	119,871	100,000	139,895
01-42-5186 MDC	11,272	12,755	13,543	13,543	13,543	16,740
01-42-5188 TMRS	88,479	103,456	108,565	108,565	108,565	143,326
01-42-5190 UNEMPLOYMENT INSURANCE	3,228	632	3,459	3,459	3,459	3,548
01-42-5192 WORKERS COMP	5,634	6,897	7,727	7,727	5,674	10,082
<b>TOTAL PERSONNEL</b>	<b>1,048,528</b>	<b>1,217,883</b>	<b>1,245,156</b>	<b>1,245,156</b>	<b>1,294,606</b>	<b>1,522,202</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-42-5215 COMPUTER HARDWARE	0	10,590	0	0	0	0
01-42-5217 MINOR EQUIPMENT	13,157	17,266	19,990	22,890	19,990	24,285
01-42-5221 MATERIALS & SUPPLIES	0	0	0	0	0	0
01-42-5250 OFFICE SUPPLIES	2,492	1,894	6,520	6,520	6,520	3,600
01-42-5251 OFFICE SUPPLIES - PSAP	608	770	1,500	1,500	1,500	1,500
01-42-5280 UNIFORMS	2,931	5,237	8,510	8,510	8,510	11,334
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>19,188</b>	<b>35,757</b>	<b>36,520</b>	<b>39,420</b>	<b>36,520</b>	<b>40,719</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-42-5485 SOFTWARE MAINTENANCE	0	0	2,250	2,250	4,250	4,120
01-42-5520 EQUIPMENT REPAIRS & MAINT	24,055	34,247	37,005	37,005	37,005	39,645
01-42-5580 VEHICLE REPAIRS & MAINT	28	891	3,500	3,500	3,500	3,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>24,084</b>	<b>35,137</b>	<b>42,755</b>	<b>42,755</b>	<b>44,755</b>	<b>47,265</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-42-5807 CELL PHONE / PAGER	10,086	13,995	16,346	16,346	16,346	16,380
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>10,086</b>	<b>13,995</b>	<b>16,346</b>	<b>16,346</b>	<b>16,346</b>	<b>16,380</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-42-6201 DUES & SUBSCRIPTIONS	50	347	325	325	1,450	1,950
01-42-6211 PROFESSIONAL STANDARDS	19,812	17,741	29,400	29,400	29,400	32,571
01-42-6212 RECRUITING	0	9,442	13,000	13,000	13,000	15,000
01-42-6316 COMMUNITY POLICING	10,183	12,004	12,500	12,500	12,500	12,500
01-42-6380 TRAVEL & TRAINING	7,889	6,106	12,100	12,100	12,100	13,200
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>37,934</b>	<b>45,640</b>	<b>67,325</b>	<b>67,325</b>	<b>68,450</b>	<b>75,221</b>
<b>CAPITAL OUTLAY</b>						
01-42-7000 VEHICLES	0	0	111,100	111,100	122,500	129,648
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>111,100</b>	<b>111,100</b>	<b>122,500</b>	<b>129,648</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>1,139,819</b>	<b>1,348,412</b>	<b>1,519,202</b>	<b>1,522,102</b>	<b>1,583,177</b>	<b>1,831,435</b>



## ANIMAL SERVICES

Animal Services (formerly Animal Control) is primarily responsible for proactive patrol and control of loose domesticated animals, and for enforcing established State laws and local ordinances that protect citizens from dangerous animals. Animal Services investigates reports of animal bites, animal cruelty, and further protects domestic animals from abuse and neglect.

### FY 2015-16 ACCOMPLISHMENTS

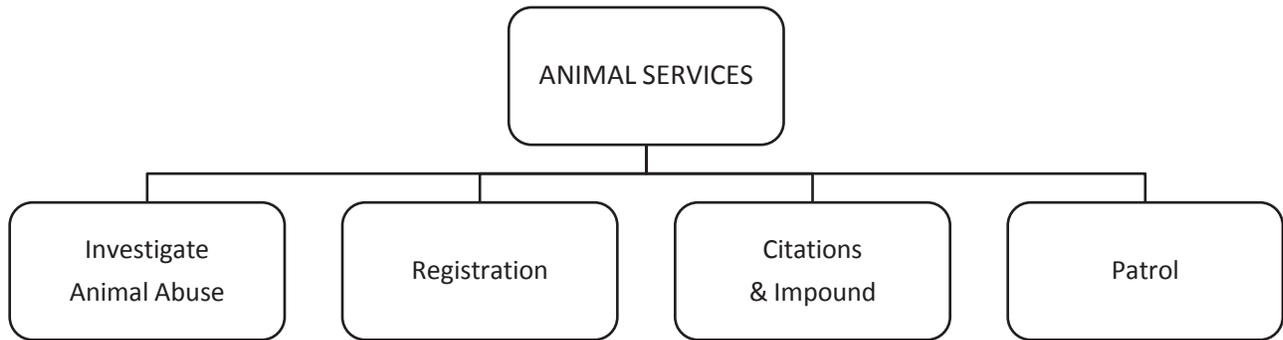
- Social Media effort to reunite pets with families prior to transport to shelter received significant media and public attention.
- Hosted two primary public service, education, and promotional events in spring and fall resulting in hundreds of pets chipped and registered.
- Overhauled the Animal Ordinance bringing it in line with Texas statutes and contemporary practices.

### FY 2016-17 OBJECTIVES

- Expand service coverage and hours, as well as improve overall service to the public.
- Continue to increase animal chipping and registrations.
- Continue practices that reduce and minimize animals transported to Williamson County Regional Shelter when possible.

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes the addition of one Animal Services officer and vehicle. Funds are included in the CIP budget for the City's share of design services relating to expansion of the Williamson County Regional Animal Shelter.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ANIMAL SERVICES SUPERVISOR	0	1	1	1
ANIMAL SERVICES OFFICER	2	1	1	2
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Animal Registrations	255	400	550
• % Transported to Regional Animal Shelter	15%	15%	15%

PROGRAM & SERVICES CONTACT INFORMATION		
Animal Services Supervisor	www.leandertx.gov/police	(512) 528-2800
Animal Services Officer		(512) 528-2844
Williamson County Regional Animal Shelter	http://pets.wilco.org	(512) 528-2844
		(512) 943-3322

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>ANIMAL SERVICES</b>						
<b>PERSONNEL</b>						
01-43-5120 OPERATIONS	51,834	85,357	96,483	96,483	101,200	123,829
01-43-5140 OVERTIME	1,078	4,562	3,500	3,500	3,500	3,500
01-43-5153 LONGEVITY	660	600	720	720	540	660
01-43-5154 CERTIFICATION PAY	0	0	0	0	900	1,200
01-43-5180 FICA	3,039	5,217	6,244	6,244	6,244	8,010
01-43-5182 HEALTH, DENTAL & LIFE	7,689	14,100	13,923	13,923	13,923	21,171
01-43-5186 MDC	711	1,220	1,460	1,460	1,460	1,870
01-43-5188 TMRS	5,903	10,070	11,684	11,684	11,684	16,029
01-43-5190 UNEMPLOYMENT INSURANCE	240	227	495	495	495	519
01-43-5192 WORKERS COMP	1,320	694	1,726	1,726	1,807	1,980
<b>TOTAL PERSONNEL</b>	<b>72,474</b>	<b>122,046</b>	<b>136,235</b>	<b>136,235</b>	<b>141,753</b>	<b>178,768</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-43-5217 MINOR EQUIPMENT	1,273	2,276	1,000	1,000	1,000	3,500
01-43-5221 MATERIALS & SUPPLIES	497	1,249	1,000	1,000	1,000	1,625
01-43-5250 OFFICE SUPPLIES	30	30	500	500	500	500
01-43-5280 UNIFORMS	331	1,285	1,000	1,000	1,200	2,310
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>2,131</b>	<b>4,841</b>	<b>3,500</b>	<b>3,500</b>	<b>3,700</b>	<b>7,935</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-43-5520 EQUIPMENT REPAIRS & MAINT	0	606	500	500	500	500
01-43-5580 VEHICLE REPAIRS & MAINT	285	1,407	1,500	1,500	1,500	1,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>285</b>	<b>2,014</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>CONTRACTUAL SERVICES</b>						
01-43-5600 CONTRACT LABOR	0	29	0	0	0	0
01-43-5709 REGIONAL ANIMAL SHELTER	117,539	136,063	110,558	110,558	110,558	114,983
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>117,539</b>	<b>136,092</b>	<b>110,558</b>	<b>110,558</b>	<b>110,558</b>	<b>114,983</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-43-6201 DUES & SUBSCRIPTIONS	0	50	220	220	220	220
01-43-6202 ADVERTISING & PRINTING	0	0	1,000	1,000	1,000	1,000
01-43-6380 TRAVEL & TRAINING	729	865	1,500	1,500	1,500	2,800
01-43-6850 FLEET RESERVE FUND	0	2,688	5,376	5,376	5,376	7,257
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>729</b>	<b>3,603</b>	<b>8,096</b>	<b>8,096</b>	<b>8,096</b>	<b>11,277</b>
<b>CAPITAL OUTLAY</b>						
01-43-7000 VEHICLES	0	0	0	0	0	61,453
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,453</b>
<b>TOTAL ANIMAL SERVICES</b>	<b>193,157</b>	<b>268,596</b>	<b>260,389</b>	<b>260,389</b>	<b>266,107</b>	<b>376,416</b>



## **POLICE CRIMINAL INVESTIGATIONS**

The Criminal Investigations Division (CID) conducts follow-up investigations into crimes against people and property. CID is comprised of Detective Sergeants, Investigators, Victim Services Unit and the Crime Scene Technician. This division is also responsible for investigating narcotics related activity and associated crimes, as well as all juvenile crime. CID works closely with other law enforcement agencies, the prosecutor's offices, and is responsible for sex offender registration and criminal intelligence information.

### **FY 2015-16 ACCOMPLISHMENTS**

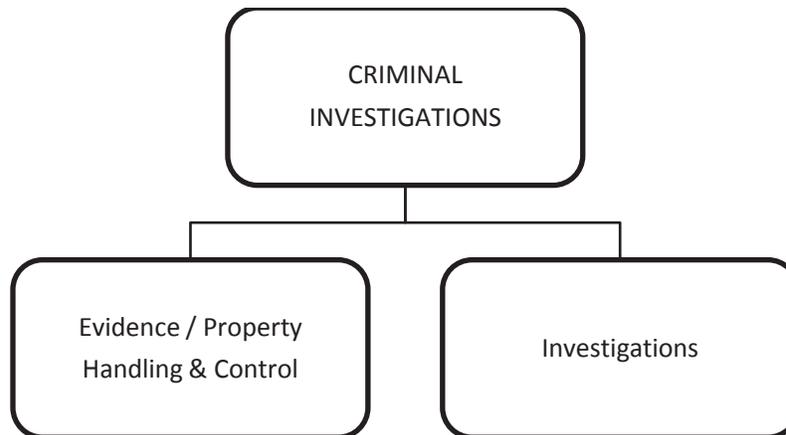
- Obtained extended grant for Victim Services Coordinator Position – Year 2
- Obtained grant to fund the purchase of Crime Scene van
- Expanded bulk evidence storage at police station and at Joule facility

### **FY 2016-17 OBJECTIVES**

- Increase and improve Cell Phone Forensic Investigation capabilities through purchase of specific Tech / Software for digital investigations
- Improve and expand Video Evidence Collection and Security and Surveillance for Evidence Room and Jail
- Develop an undercover / clandestine audio and video surveillance capability for emerging narcotics and special crimes investigations

### **SUMMARY OF SIGNIFICANT CHANGES**

Budget includes funds to purchase cell phone forensics hardware, software, and training (\$22,000).



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
LIEUTENANT	1	1	1	1
SERGEANT - CID	3	3	3	2
OFFICER III / CORP	1	2	2	3
VICTIM SERVICES COORDINATOR	0	1	1	1
EVIDENCE TECHNICIAN	1	0	0	0
CRIME SCENE SPECIALIST	0	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>8</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
<ul style="list-style-type: none"> <li>Cases Assigned to Detectives</li> </ul>	421	372	400
<ul style="list-style-type: none"> <li>Sex Offender Compliance Checks</li> </ul>	31	67	35
<ul style="list-style-type: none"> <li>Child Protective Services (CPS) Reports</li> </ul>	250	308	350

PROGRAM & SERVICES CONTACT INFORMATION		
CID Lieutenant		(512) 528-2814
Crimes Against Persons Section		(512) 528-2839
Property Crimes Section		(512) 528-2817
Victim Services Coordinator		(512) 528-2872
Crime Scene/Evidence Control		(512) 528-2818

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>CRIMINAL INVESTIGATION</b>						
<b>PERSONNEL</b>						
01-44-5110 SUPERVISION	68,443	75,362	75,577	75,577	77,740	78,416
01-44-5120 OPERATIONS	281,999	330,704	361,990	361,990	359,625	372,757
01-44-5140 OVERTIME	7,881	22,988	7,065	7,065	28,000	25,000
01-44-5151 STIPEND PAY	0	3,780	4,000	4,000	4,800	4,000
01-44-5152 PHONE ALLOWANCE	991	944	936	936	936	936
01-44-5153 LONGEVITY	4,020	4,080	4,920	4,920	5,160	5,580
01-44-5154 CERTIFICATION PAY	7,938	7,038	7,500	7,500	7,500	9,000
01-44-5180 FICA	21,232	26,293	28,643	28,643	28,643	30,733
01-44-5182 HEALTH, DENTAL & LIFE	42,717	49,486	57,006	57,006	57,006	54,462
01-44-5186 MDC	4,966	6,149	6,699	6,699	6,699	7,187
01-44-5188 TMRS	41,491	51,554	53,602	53,602	53,602	61,862
01-44-5190 UNEMPLOYMENT INSURANCE	1,242	63	1,611	1,611	1,611	1,368
01-44-5192 WORKERS COMP	4,962	5,467	6,784	6,784	5,386	7,296
<b>TOTAL PERSONNEL</b>	<b>487,881</b>	<b>583,907</b>	<b>616,333</b>	<b>616,333</b>	<b>636,708</b>	<b>658,597</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-44-5217 MINOR EQUIPMENT	4,663	10,008	26,722	26,722	27,525	36,484
01-44-5221 MATERIALS & SUPPLIES	4,144	13,782	6,500	6,500	6,500	8,100
01-44-5250 OFFICE SUPPLIES	1,273	2,182	2,500	2,500	2,500	2,500
01-44-5280 UNIFORMS	7,037	7,019	3,400	3,400	3,400	3,600
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>17,117</b>	<b>32,991</b>	<b>39,122</b>	<b>39,122</b>	<b>39,925</b>	<b>50,684</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-44-5503 BUILDING MAINTENANCE	0	0	0	0	3,500	0
01-44-5520 EQUIPMENT REPAIRS & MAINT	973	676	2,000	2,000	6,000	2,000
01-44-5580 VEHICLE REPAIRS & MAINT	3,353	2,709	4,200	4,200	4,200	3,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>4,327</b>	<b>3,386</b>	<b>6,200</b>	<b>6,200</b>	<b>13,700</b>	<b>5,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-44-6201 DUES & SUBSCRIPTIONS	1,250	1,332	3,780	3,780	3,780	4,380
01-44-6206 INVESTIGATIVE EXPENSE	5,133	3,609	4,700	4,700	4,700	7,200
01-44-6209 OTHER (MEDICAL VICTIMS)	1,700	7,535	4,800	4,800	4,800	4,800
01-44-6380 TRAVEL & TRAINING	8,839	11,991	13,000	13,000	13,000	20,700
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>16,923</b>	<b>24,468</b>	<b>26,280</b>	<b>26,280</b>	<b>26,280</b>	<b>37,080</b>
<b>CAPITAL OUTLAY</b>						
01-44-7000 VEHICLES	0	25,500	0	0	0	0
01-44-7100 MAJOR EQUIPMENT	0	0	24,000	24,000	24,000	8,200
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>25,500</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>8,200</b>
<b>TRANSFERS</b>						
01-44-9012 TRANSFER OUT - GRANT MATCH	0	0	34,226	34,226	17,500	17,215
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>34,226</b>	<b>34,226</b>	<b>17,500</b>	<b>17,215</b>
<b>TOTAL CRIMINAL INVESTIGATION</b>	<b>526,247</b>	<b>670,252</b>	<b>746,161</b>	<b>746,161</b>	<b>758,113</b>	<b>776,776</b>



## CODE ENFORCEMENT

Code Enforcement works with property owners to comply with local ordinances that have been established to maintain a clean and safe community. Code Enforcement strives for voluntary compliance from property owners, but will utilize all legal avenues to abate dangerous structures and sites in order to protect the health, safety and welfare of the citizens of Leander.

### FY 2015-16 ACCOMPLISHMENTS

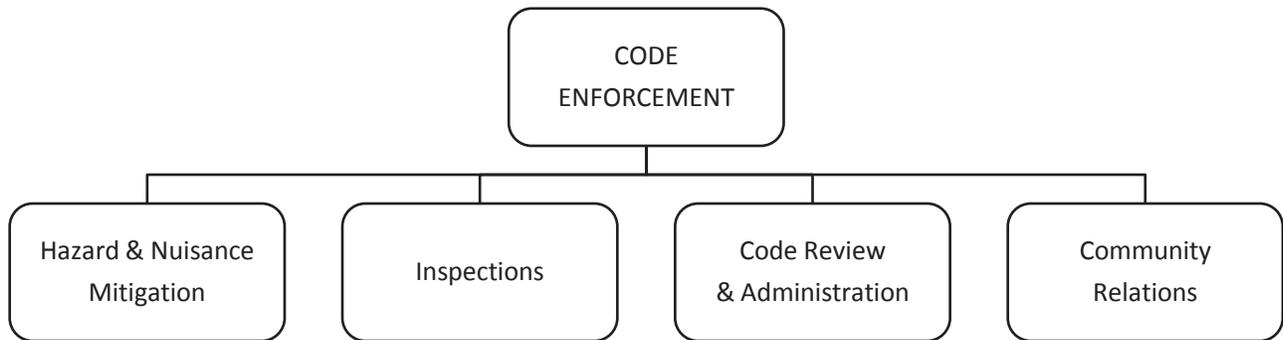
- Assign inspectors to specific geographical territories and responsibilities
- Create a schedule of neighborhoods streets requiring weekly, monthly, or semi-annually spot inspections
- Implement a records management system to track violations, web-based complaint reporting, and data analysis
- Continued reduction of cases progressing to municipal court by striving for voluntary compliance

### FY 2016-17 OBJECTIVES

- Establish a process that within 72 hours of a complaint being received. The case is open, follow up with complainant, and attempt to contact involved parties.
- Established a core group of volunteers from the community and faith-based groups to support with community cleanup projects
- Continued reduction of cases progressing to municipal court by striving for voluntary compliance
- Obtain compliance with reported ordinance violation corrections 85% of the time within 30 days of complaint received
- Streamline abatement of violations to eliminate delays to clean and remove violations with Abatement funding and filing of liens to recover the city's costs
- Initiate neighborhood clean up events

### SUMMARY OF SIGNIFICANT CHANGES

The budget includes reclassification of one code enforcement officer position to a senior code enforcement officer.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
SENIOR CODE ENFORCEMENT OFFICER	0	0	0	1
CODE ENFORCEMENT OFFICER	2	2	2	1
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Complaints resolved without legal action	2,000*	2,000	3,000
• Complaints resolved through Municipal Court	2	6	15
*Bandit signs have been improved by code change			
• Reported or Initiated Cases	New	New	New
• Cases Resolved or referred to Court in 30 days	New	New	New

PROGRAM & SERVICES CONTACT INFORMATION		
Code Enforcement	<a href="http://www.leandertx.gov/ce">www.leandertx.gov/ce</a>	(512) 528-2742

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**01-GENERAL FUND  
CODE ENFORCEMENT**

**PERSONNEL**

01-48-5110 SUPERVISION	0	0	0	0	0	0
01-48-5120 OPERATIONS	79,861	87,662	87,160	87,160	75,000	91,118
01-48-5140 OVERTIME	1,132	0	3,000	3,000	1,500	3,300
01-48-5152 PHONE ALLOWANCE	1,170	1,210	1,200	1,200	1,000	0
01-48-5153 LONGEVITY	0	120	240	240	240	180
01-48-5180 FICA	4,951	5,447	5,493	5,493	5,493	5,792
01-48-5182 HEALTH, DENTAL & LIFE	10,330	11,004	12,179	12,179	10,150	13,143
01-48-5186 MDC	1,158	1,274	1,285	1,285	1,285	1,354
01-48-5188 TMRS	9,041	9,907	10,280	10,280	9,300	11,607
01-48-5190 UNEMPLOYMENT INSURANCE	428	18	414	414	414	434
01-48-5192 WORKERS COMP	362	394	376	376	323	386
<b>TOTAL PERSONNEL</b>	<b>108,433</b>	<b>117,037</b>	<b>121,627</b>	<b>121,627</b>	<b>104,705</b>	<b>127,314</b>

**SUPPLIES/MINOR EQUIPMENT**

01-48-5215 COMPUTER HARDWARE	0	0	0	0	0	300
01-48-5217 MINOR EQUIPMENT	0	0	0	0	0	3,600
01-48-5221 MATERIALS & SUPPLIES	0	0	0	0	0	300
01-48-5240 GAS & OIL	4,498	4,794	3,800	3,800	3,800	3,800
01-48-5250 OFFICE SUPPLIES	772	118	400	400	400	400
01-48-5252 SOFTWARE	449	0	1,500	1,500	1,500	1,900
01-48-5280 UNIFORMS	365	493	500	500	500	1,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>6,084</b>	<b>5,405</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>	<b>11,300</b>

**MAINTENANCE & REPAIRS**

01-48-5485 SOFTWARE MAINTENANCE	0	0	0	0	0	900
01-48-5520 EQUIPMENT REPAIRS & MAINT	0	0	0	0	0	200
01-48-5580 VEHICLE REPAIRS & MAINT	474	548	2,000	2,000	2,000	2,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>474</b>	<b>548</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>3,100</b>

**CONTRACTUAL SERVICES**

01-48-5620 ABATEMENT	3,955	5,235	5,000	5,000	5,000	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>3,955</b>	<b>5,235</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

**UTILITIES,PERMITS & FEES**

01-48-5807 CELL PHONE / PAGERS	0	0	0	0	0	1,225
01-48-5915 POSTAGE	74	137	1,000	1,000	1,000	2,000
01-48-5916 WIRELESS CARDS	0	0	960	960	960	960
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>74</b>	<b>137</b>	<b>1,960</b>	<b>1,960</b>	<b>1,960</b>	<b>4,185</b>

**SPECIAL EXPENSE/OTHER**

01-48-6201 DUES & SUBSCRIPTIONS	0	106	200	200	200	700
01-48-6202 ADVERTISING & PRINTING	40	69	1,500	1,500	1,500	2,000
01-48-6380 TRAVEL & TRAINING	441	956	1,500	1,500	1,500	3,800
01-48-6850 FLEET RESERVE FUND	3,000	2,688	5,376	5,376	5,376	7,257
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>3,481</b>	<b>3,818</b>	<b>8,576</b>	<b>8,576</b>	<b>8,576</b>	<b>13,757</b>

	FY 2014	FY 2015	FY 2016			FY 2017
DEPARTMENT	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>CAPITAL OUTLAY</b>						
01-48-7000 VEHICLES	22,217	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>22,217</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CODE ENFORCEMENT</b>	<b>144,717</b>	<b>132,180</b>	<b>145,363</b>	<b>145,363</b>	<b>128,441</b>	<b>164,656</b>

## **FIRE PREPAREDNESS & WELLNESS**

Preparedness and Wellness is responsible for the education and training of the Fire Department as well as the safety, health, and accident review for fire department events and emergencies. This division serves as Emergency Management and Homeland Security preparing the City as a whole for man-made and natural disasters. The expanded role of this division is to serve in preparedness, response, and mitigation of hazards for the community. This division serves as the liaison with the Williamson County/Cities Health Department for overall wellness and safety of the community in diseases, outbreaks, immunizations, and exposures. In prior years through FY 2014, this budget unit reflected only Emergency Management (non-personnel) expenditures.

### **FY 2015-16 ACCOMPLISHMENTS**

- Review and revise Multi-Hazard Emergency Management Plan
- Develop a strategy for implementing the Multi-Year Training and Exercise Plan (three-year planning cycle) to prioritize emergency management training needs and capabilities from departments citywide
- Serve as the lead coordinator for all EOC training, develop minimum training requirements and standards, and ensure all EOC responders are trained as appropriate
- Developed a Department Continuity of Operations plan
- Increased firefighter education regarding their health and safety responsibilities and emphasize the importance of injury prevention

### **FY 2016-17 OBJECTIVES**

- Coordinate Department Wide Training for Command and Control of working fires
- Develop a strategy for implementing the transition to stand alone city of Leander Emergency Management Plan
- Serve as the lead coordinator for all EOC training, develop minimum training requirements and standards, and ensure all EOC responders are trained as appropriate
- Implement a Department Continuity of Operations Plan
- Develop Continuity of Operations Plan for Police, Public Works, and Finance
- Increase firefighter education regarding their health and safety responsibilities with emphasize on cancer reduction
- Increase Staff development programs for advancement eligibility

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget reflects the addition of the Training Officer position as well as replacement furniture for the Training Classroom (\$17,500).



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ASSISTANT CHIEF / EMC	0	0	0	1
ADMINISTRATIVE BATTALION CHIEF	1	1	1	0
TRAINING OFFICER	0	0	0	1
TRAINING INSTRUCTOR	1	1	1	1
VOLUNTEER COORDINATOR	1	1	*	*
FIREFIGHTER (PT)	0.5	0.5	0.5	0
<b>TOTAL</b>	<b>3.5</b>	<b>3.5</b>	<b>2.5</b>	<b>3</b>

\* see Fire Administration

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Meet all NIMS training requirements	52%	93%	Dropped
• EOC activations	12	20	Dropped
• EOC Hours Active	New	New	80 hours
• Hours of Training Delivered	6,040	5,848	4,500
• Community CPR/First Aid Training Provided	500	250	250
• Community Fire Extinguisher Training Provided	67	30	30
• Disaster Awareness/Education Programs	2	3	5
• Lost Time Injury of Firefighters	1	3	2
• Cadets In Recruit Class	12	15	15
• Cadets Completing Recruit Class	8	12	15

PROGRAM & SERVICES CONTACT INFORMATION		
Fire Department	<a href="http://www.leandertx.gov/fire">www.leandertx.gov/fire</a>	(512) 528-2848

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**01-GENERAL FUND  
PREPAREDNESS & WELLNESS**

**PERSONNEL**

01-49-5110 SUPERVISION	0	84,881	84,132	84,132	87,600	91,624
01-49-5120 OPERATIONS	0	96,398	63,475	63,475	58,000	127,899
01-49-5130 PART-TIME	0	223	14,658	14,658	0	30,098
01-49-5140 OVERTIME	0	10,765	0	0	1,500	0
01-49-5152 PHONE ALLOWANCE	0	1,873	1,356	1,356	1,356	936
01-49-5153 LONGEVITY	0	1,020	1,140	1,140	1,200	600
01-49-5154 CERTIFICATION PAY	0	2,950	3,000	3,000	3,000	1,500
01-49-5180 FICA	0	11,610	10,401	10,401	10,401	15,665
01-49-5182 INSURANCE BENEFITS	0	14,034	15,774	15,774	15,774	23,096
01-49-5186 MDC	0	2,715	2,433	2,433	2,433	3,664
01-49-5188 TMRS	0	21,924	17,764	17,764	17,764	27,775
01-49-5190 UNEMPLOYMENT INSURANCE	0	284	621	621	621	684
01-49-5192 WORKERS COMP	0	2,199	2,275	2,275	1,902	3,018
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>250,878</b>	<b>217,029</b>	<b>217,029</b>	<b>201,551</b>	<b>326,559</b>

**SUPPLIES/MINOR EQUIPMENT**

01-49-5202 COMPUTER SUPPLIES	0	9	2,100	2,100	2,100	2,100
01-49-5215 COMPUTER HARDWARE	350	228	4,100	4,100	4,100	500
01-49-5217 MINOR EQUIPMENT	18	1,019	13,500	13,500	13,500	19,050
01-49-5221 MATERIALS & SUPPLIES	0	7,456	5,150	5,150	5,150	7,500
01-49-5230 RADIO EQUIPMENT	0	0	0	0	0	0
01-49-5250 OFFICE SUPPLIES	2,153	2,359	6,500	6,500	6,500	17,400
01-49-5252 SOFTWARE	0	0	500	500	500	2,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>2,521</b>	<b>11,072</b>	<b>31,850</b>	<b>31,850</b>	<b>31,850</b>	<b>48,550</b>

**MAINTENANCE & REPAIRS**

01-49-5485 SOFTWARE MAINTENANCE	22,173	14,094	29,700	29,700	29,700	1,700
01-49-5520 EQUIPMENT REPAIRS & MAINT	0	0	1,000	1,000	1,000	1,000
01-49-5555 MAINTENANCE CONTRACTS	0	1,500	11,500	11,500	11,500	8,600
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>22,173</b>	<b>15,594</b>	<b>42,200</b>	<b>42,200</b>	<b>42,200</b>	<b>11,300</b>

**CONTRACTUAL SERVICES**

01-49-5600 CONTRACT LABOR	26,835	22,941	7,750	7,750	7,750	9,500
01-49-5663 PHYSICALS/WEELLNESS CONTRACT	0	19,199	38,800	38,800	38,800	65,600
01-49-5771 COUNTY RADIO COMMUNICATIONS	0	0	0	0	0	1,225
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>26,835</b>	<b>42,140</b>	<b>46,550</b>	<b>46,550</b>	<b>46,550</b>	<b>76,325</b>

**UTILITIES, PERMITS & FEES**

01-49-5810 TELEPHONE	10,700	9,768	10,680	10,680	10,680	10,680
01-49-5915 POSTAGE	0	15	0	0	0	0
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>10,700</b>	<b>9,783</b>	<b>10,680</b>	<b>10,680</b>	<b>10,680</b>	<b>10,680</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-49-6201 DUES & SUBSCRIPTIONS	185	6,858	14,150	14,150	14,150	15,950
01-49-6202 ADVERTISING & PRINTING	0	1,339	4,000	4,000	4,000	4,000
01-49-6306 EMERGENCY MGMT FIRES	0	750	0	0	0	0
01-49-6380 TRAVEL & TRAINING	2,567	60,701	55,430	55,430	55,430	70,730
01-49-6381 TRAINING SCHOOL EXPENSE	0	3,899	5,630	5,630	5,630	5,630
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>2,752</b>	<b>73,547</b>	<b>79,210</b>	<b>79,210</b>	<b>79,210</b>	<b>96,310</b>
<b>TOTAL PREPAREDNESS &amp; WELLNESS</b>	<b>64,981</b>	<b>403,013</b>	<b>427,519</b>	<b>427,519</b>	<b>412,041</b>	<b>569,724</b>

## **FIRE ADMINISTRATION**

The Leander Fire Department is a values driven organization dedicated to protecting lives and property from fire or other types of disaster. Its organizational values are – Compassion, Courtesy, Respect, Professionalism, Loyalty, Teamwork, Innovation, Honesty and Open Communication. The Department consists of both full-time paid staff and volunteers; three stations located throughout the community; and a modern training facility. The department also serves as the City’s Emergency Operations Center in the event of an emergency. The department provides first responder services and maintains a close working relationship with Williamson County EMS. The Department also provides fire protection service in the City’s extra-territorial jurisdiction under a contract with Williamson County. It also works with neighboring jurisdictions via mutual aid agreements.

### **FY 2015-16 ACCOMPLISHMENTS**

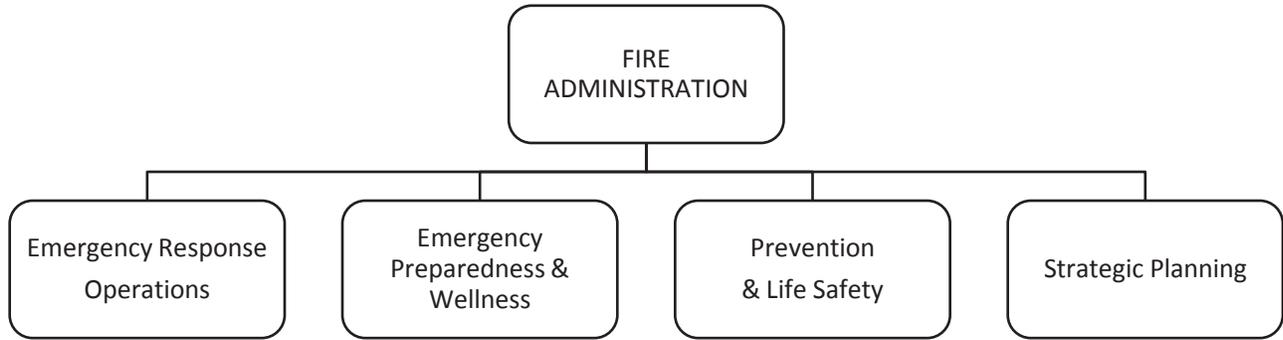
- Meet steps of multiyear strategic plan
- Implement new fire station locations
- Implemented contracts for service and changed service deliver model for areas outside of city
- Updated Master Planning Documents

### **FY 2016-17 OBJECTIVES**

- Develop Long Term Communications and Dispatch Plan for City of Leander
- Start construction on new for fire station location and property
- Develop plan to acquire future fire station location and property
- Evaluate additional service needs to match growing community needs
- Develop Long Term EMS and Community Healthcare needs out of hospital

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget reflects the accounting change to account for the grant-funded volunteer coordinator position in a separate budget unit. Funds are also include for consulting services for ISO rating (\$42,000).



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
FIRE CHIEF	1	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1	1
VOLUNTEER COORDINATOR *	0	0	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>

\* formerly budgeted in Preparedness & Wellness

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Master Plan updated to match growth rates	90%	100%	Dropped
• Budget matches cost of services	50%	80%	100%
• Monthly reports to City Manager	100%	100%	100%
• Meet obligation and reporting for grants	80%	90%	100%
• Develop a process to monitor social service needs for community	New	New	New
• Monitor and request grant programs that match fire department needs	New	New	New

PROGRAM & SERVICES CONTACT INFORMATION		
Fire Department	<a href="http://www.leandertx.gov/fire">www.leandertx.gov/fire</a>	(512) 528-2848

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>FIRE ADMINISTRATION</b>						
<b>PERSONNEL</b>						
01-50-5110 SUPERVISION	538,745	119,512	114,444	114,444	118,618	118,726
01-50-5120 OPERATIONS	1,467,649	44,117	83,514	83,514	85,000	45,011
01-50-5130 PART-TIME	18,994	136	0	0	0	0
01-50-5140 OVERTIME	174,813	-4,486	500	500	500	500
01-50-5152 PHONE ALLOWANCE	7,497	1,966	1,800	1,800	1,800	1,800
01-50-5153 LONGEVITY	10,380	1,260	1,020	1,020	960	2,380
01-50-5154 CERTIFICATION PAY	27,693	2,533	1,500	1,500	1,500	3,000
01-50-5180 FICA	131,507	12,838	11,761	11,761	11,761	10,164
01-50-5182 HEALTH, DENTAL & LIFE	207,149	15,690	12,336	12,336	12,336	12,893
01-50-5186 MDC	30,756	3,002	2,818	2,818	2,818	2,438
01-50-5188 TMRS	245,641	23,531	22,547	22,547	22,547	20,981
01-50-5190 UNEMPLOYMENT INSURANCE	7,269	18	621	621	621	342
01-50-5192 WORKERS COMP	28,316	1,716	1,747	1,747	1,477	1,749
<b>TOTAL PERSONNEL</b>	<b>2,896,409</b>	<b>221,833</b>	<b>254,608</b>	<b>254,608</b>	<b>259,938</b>	<b>219,984</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-50-5202 COMPUTER SUPPLIES	289	0	500	500	500	450
01-50-5214 CHEMICALS	0	0	0	0	0	0
01-50-5215 COMPUTER HARDWARE	16,876	100	1,200	1,200	1,200	300
01-50-5217 MINOR EQUIPMENT	30,407	552	1,500	1,500	1,500	1,500
01-50-5220 JANITORIAL SUPPLIES	0	0	0	0	0	3,000
01-50-5221 MATERIALS & SUPPLIES	3,419	14	450	450	450	450
01-50-5222 MEDICAL SUPPLIES	18,815	0	0	0	0	0
01-50-5240 GAS & OIL	38,838	0	0	0	0	0
01-50-5250 OFFICE SUPPLIES	3,139	3,149	4,800	4,800	4,800	4,000
01-50-5252 SOFTWARE	3,028	36	1,300	1,300	1,300	2,100
01-50-5280 UNIFORMS	17,718	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>132,530</b>	<b>3,852</b>	<b>9,750</b>	<b>9,750</b>	<b>9,750</b>	<b>11,800</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-50-5485 SOFTWARE MAINTENANCE	4,143	170	500	500	500	250
01-50-5520 EQUIPMENT REPAIRS & MAINT	542	572	0	0	0	0
01-50-5525 FIRE STATION MAINTENANCE	99,435	6,108	21,350	21,350	21,350	6,850
01-50-5555 MAINTENANCE CONTRACTS	43,633	5,679	0	0	0	0
01-50-5570 RADIO REPAIRS & MAINTENANCE	4,900	0	0	0	0	0
01-50-5580 VEHICLE REPAIRS & MAINT	53,711	-399	0	0	290	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>206,364</b>	<b>12,129</b>	<b>21,850</b>	<b>21,850</b>	<b>22,140</b>	<b>7,100</b>
<b>CONTRACTUAL SERVICES</b>						
01-50-5600 CONTRACT LABOR	1,674	7,056	11,000	11,000	11,000	53,000
01-50-5626 EQUIPMENT LEASES	9,038	5,804	2,160	2,160	9,690	9,690
01-50-5663 PHYSICALS/WELLNESS CONTRACT	10,307	104	0	0	0	0
01-50-5675 INOCULATIONS	1,100	1,270	0	0	0	0
01-50-5771 RADIO COMMUNICATIONS - COUNTY	31,262	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>53,381</b>	<b>14,234</b>	<b>13,160</b>	<b>13,160</b>	<b>20,690</b>	<b>62,690</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-50-5810 TELEPHONE	29,865	29,433	29,360	29,360	29,360	28,720
01-50-5915 POSTAGE	443	202	700	700	700	500
01-50-5916 WIRELESS CARDS	11,923	2,008	1,380	1,380	2,500	2,280
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>42,230</b>	<b>31,642</b>	<b>31,440</b>	<b>31,440</b>	<b>32,560</b>	<b>31,500</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-50-6201 DUES & SUBSCRIPTIONS	9,249	1,157	1,089	1,089	1,089	1,089
01-50-6202 ADVERTISING & PRINTING	774	1,469	6,300	6,300	6,300	7,800
01-50-6302 APPRECIATION OF VOLUNTEERS	277	1,372	3,200	3,200	3,200	3,200
01-50-6380 TRAVEL & TRAINING	45,580	575	0	0	50	0
01-50-6381 TRAINING SCHOOL	3,545	0	0	0	0	0
01-50-6850 FLEET RESERVE FUND	70,392	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>129,817</b>	<b>4,573</b>	<b>10,589</b>	<b>10,589</b>	<b>10,639</b>	<b>12,089</b>
<b>CAPITAL OUTLAY</b>						
01-50-7305 CAPITAL LEASE - FIRE VEHICLES	73,754	0	0	0	0	0
01-50-7311 PERSONAL PROTECTIVE WEAR LEASE	38,824	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>112,578</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS</b>						
01-50-9000 TRANSFER OUT	88,711	87,371	86,720	86,720	86,720	0
01-50-9012 TRANSFER OUT - GRANT MATCH	0	0	0	0	0	17,008
<b>TOTAL TRANSFERS</b>	<b>88,711</b>	<b>87,371</b>	<b>86,720</b>	<b>86,720</b>	<b>86,720</b>	<b>17,008</b>
<b>INTEREST</b>						
01-50-9226 INTEREST CAPITAL LEASE	0	0	0	0	0	0
<b>TOTAL INTEREST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FIRE ADMINISTRATION</b>	<b>3,662,021</b>	<b>375,635</b>	<b>428,117</b>	<b>428,117</b>	<b>442,437</b>	<b>362,171</b>

## **FIRE EMERGENCY OPERATIONS**

Emergency Operations Division is responsible for responding to emergency events to the citizens, guest, and neighboring communities when requested. The Emergency Operations Division deals with fires, wildfires, medical emergencies, technical rescues, vehicle accidents, and daily functions. Daily functions include preplanning for fires, hydrant testing, and equipment testing/maintenance.

### **FY 2015-16 ACCOMPLISHMENTS**

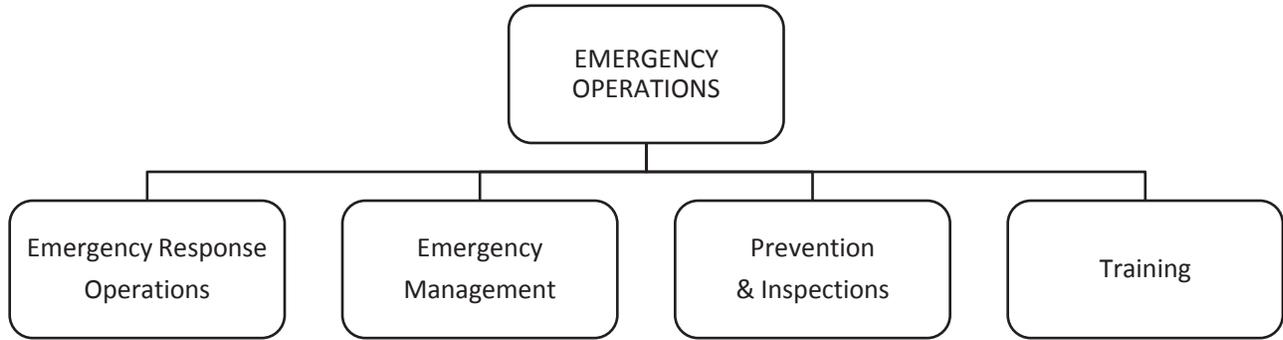
- Reduced response times with the addition of new stations and staffing
- Started development of monthly training program for specialty stations
- Expanded Technology to meet increases for service

### **FY 2016-17 OBJECTIVES**

- Reduce response times with the addition of new stations and staffing
- Fully develop monthly training program for specialty stations
- Expand Technology to meet increases for service with station alerting systems
- Review and update policy and procedures to match changes in city
- Finish 12 Lead EKG study and review current medical needs

### **SUMMARY OF SIGNIFICANT CHANGES**

This budget reflects partial year funding for six positions to be added in mid-2017 to replace staff at Fire Station #3 once existing personnel transfer and open new Station #4. Funds are also included for an automated station alerting system to improve response times as well as a part-time position for logistics support.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
ASSISTANT CHIEF	1	1	1	1
BATTALION CHIEF	3	3	3	3
LIEUTENANT	6	9	9	12
DRIVER / PUMP OPERATOR	9	12	12	12
FIREFIGHTER	9	15	15	18
SUPPORT LOGISTICS (PT)	0	0	0	0.5
<b>TOTAL</b>	<b>28</b>	<b>40</b>	<b>40</b>	<b>46.5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
Response times:			
<ul style="list-style-type: none"> <li>Arrival within 4 minutes 90% of the time for population density at least 1,000/sq. mile.</li> </ul>	20%	18%	35%
<ul style="list-style-type: none"> <li>Arrival within 5 minutes 80% of the time for population density 500-999 persons/sq. mile.</li> </ul>	30%	40%	45%
<ul style="list-style-type: none"> <li>Arrival within 9 minutes 80% of the time for population density 0-499 persons/sq. mile.</li> </ul>	70%	60%	80%
<ul style="list-style-type: none"> <li>Turn out-Crews receive notification and start responding to the call within 80 seconds</li> </ul>	New	New	90%
<ul style="list-style-type: none"> <li>Arrival within 4 minutes 90% of the time for population density at least 2,000/sq. mile.</li> </ul>	New	New	40%
<ul style="list-style-type: none"> <li>Arrival within 5 minutes 90% of the time for population density 1000-1999 persons/sq. mile.</li> </ul>	New	New	40%
<ul style="list-style-type: none"> <li>Arrival within 8 minutes 90% of the time for population density 0-999 persons/sq. mile.</li> </ul>	New	New	60%

PROGRAM & SERVICES CONTACT INFORMATION		
Fire Department	<a href="http://www.leandertx.gov/fire">www.leandertx.gov/fire</a>	(512) 528-2848

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**01-GENERAL FUND  
EMERGENCY OPERATIONS**

**PERSONNEL**

01-55-5110 SUPERVISION	0	352,872	344,872	344,872	360,915	355,796
01-55-5120 OPERATIONS	0	1,382,379	1,859,118	1,859,118	1,950,000	1,971,460
01-55-5140 OVERTIME	0	154,444	158,405	250,405	270,000	209,648
01-55-5152 PHONE ALLOWANCE	0	3,682	3,744	3,744	3,744	1,356
01-55-5153 LONGEVITY	0	9,120	11,340	11,340	11,220	13,560
01-55-5154 CERTIFICATION PAY	0	23,850	43,800	43,800	30,000	29,550
01-55-5180 FICA	0	111,013	150,116	150,116	150,116	155,191
01-55-5182 INSURANCE BENEFITS	0	177,577	263,211	263,211	263,211	291,142
01-55-5186 MDC	0	25,963	35,110	35,110	35,110	38,689
01-55-5188 TMRS	0	209,528	280,983	280,983	280,983	330,347
01-55-5190 UNEMPLOYMENT INSURANCE	0	465	8,280	8,280	6,810	7,722
01-55-5192 WORKERS COMP	0	31,131	32,641	32,641	31,619	37,666
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>2,482,022</b>	<b>3,191,620</b>	<b>3,283,620</b>	<b>3,393,728</b>	<b>3,442,127</b>

**SUPPLIES/MINOR EQUIPMENT**

01-55-5202 COMPUTER SUPPLIES	0	0	300	300	300	300
01-55-5214 CHEMICALS	0	4,636	6,270	6,270	6,270	6,300
01-55-5215 COMPUTER HARDWARE	0	6,218	33,075	33,075	33,075	0
01-55-5217 MINOR EQUIPMENT	0	50,516	248,810	413,810	413,810	215,241
01-55-5221 MATERIALS AND SUPPLIES	0	1,945	3,720	3,720	3,720	5,860
01-55-5222 MEDICAL SUPPLIES	0	23,555	14,820	14,820	14,820	20,590
01-55-5240 GAS & OIL	0	26,345	43,590	43,590	43,590	36,090
01-55-5250 OFFICE SUPPLIES	0	996	0	0	0	0
01-55-5252 SOFTWARE	0	0	1,000	1,000	1,000	500
01-55-5280 UNIFORMS	0	28,227	41,540	41,540	41,540	47,537
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>142,439</b>	<b>393,125</b>	<b>558,125</b>	<b>558,125</b>	<b>332,418</b>

**MAINTENANCE & REPAIRS**

01-55-5485 SOFTWARE MAINTENANCE	0	11,742	8,000	8,000	8,000	14,971
01-55-5520 EQUIPMENT REPAIRS AND MAINT	0	2,522	5,000	5,000	5,000	5,000
01-55-5525 FIRE STATION MAINTENANCE	0	35,301	28,450	28,450	28,450	119,065
01-55-5555 MAINTENANCE CONTRACTS	0	41,006	51,445	51,445	51,445	52,231
01-55-5570 RADIO REPAIRS AND MAINTENANCE	0	4,606	18,000	18,000	18,000	18,000
01-55-5580 VEHICLE REPAIRS & MAINT	0	71,313	42,700	42,700	47,500	47,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>166,491</b>	<b>153,595</b>	<b>153,595</b>	<b>158,395</b>	<b>256,267</b>

**CONTRACTUAL SERVICES**

01-55-5600 CONTRACT LABOR	0	0	3,600	3,600	3,600	3,600
01-55-5771 COUNTY RADIO COMMUNICATIONS	0	36,053	42,750	42,750	42,750	42,750
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>36,053</b>	<b>46,350</b>	<b>46,350</b>	<b>46,350</b>	<b>46,350</b>

**UTILITIES, PERMITS & FEES**

01-55-5807 CELL PHONE / PAGER	0	0	0	0	0	1,800
01-55-5916 WIRELESS CARDS	0	10,228	12,456	12,456	12,456	19,260
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>0</b>	<b>10,228</b>	<b>12,456</b>	<b>12,456</b>	<b>12,456</b>	<b>21,060</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-55-6201 DUES AND SUBSCRIPTIONS	0	714	0	0	0	255
01-55-6202 ADVERTISING AND PRINTING	0	729	3,350	3,350	3,350	3,350
01-55-6380 TRAVEL AND TRAINING	0	2,414	0	0	0	1,500
01-55-6850 FLEET RESERVE FUND	0	441,875	422,845	422,845	422,845	536,453
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>445,732</b>	<b>426,195</b>	<b>426,195</b>	<b>426,195</b>	<b>541,558</b>
<b>CAPITAL OUTLAY</b>						
01-55-7305 FIRE VEHICLES	0	563,068	0	0	0	0
01-55-7500 CAPITAL OUTLAY - BUILDINGS	0	24,743	80,000	80,000	0	80,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>587,811</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>80,000</b>
<b>TOTAL EMERGENCY OPERATIONS</b>	<b>0</b>	<b>3,870,775</b>	<b>4,303,341</b>	<b>4,560,341</b>	<b>4,595,249</b>	<b>4,719,780</b>

## **FIRE PREVENTION & LIFE SAFETY**

Prevention and Life Safety Division is the proactive approach to keep the City of Leander a safe and sustainable city. This division manages the review, planning, and permitting of construction projects under the fire codes and ordinances. The division also does inspections of construction and existing buildings for safety. This division also handles fire investigations, arson cases, and works with customers to get recovery started after a fire in their home or business. This division also oversees the community outreach, prevention education, and fire department support teams.

### **FY 2015-16 ACCOMPLISHMENTS**

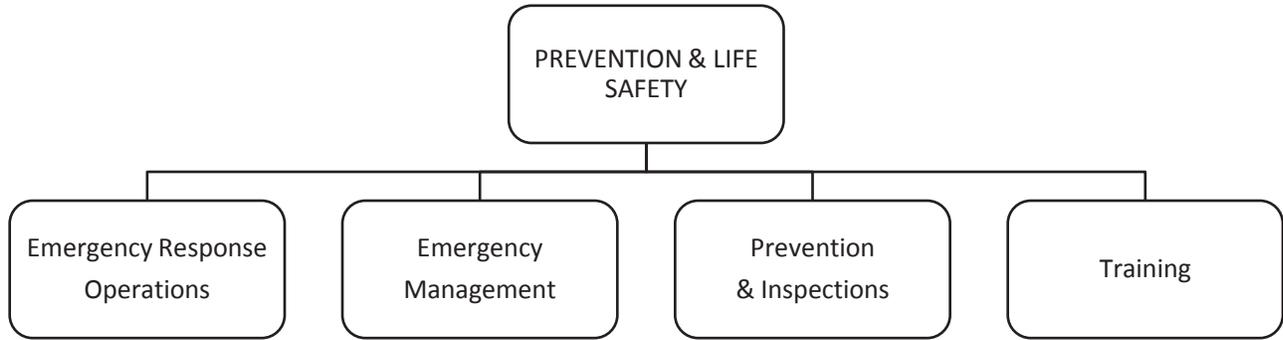
- Completed a project part of Community Wildfire Protection Plan
- Adopted Current Standard of Fire Code
- Started software tracking program for pre-fire plans

### **FY 2016-17 OBJECTIVES**

- Expand capabilities for annual fire investigations
- Expand capabilities for electronic permit and plan submission by builders and developers
- Increase fire investigation resources
- Improve education programs in the elementary schools and middle schools
- Develop a more comprehensive community fire prevention and awareness program.
- Update processes and policies for division
- Increase the number of annual inspections actually being completed

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget reflects addition of new fire inspectors to meet higher demand.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
FIRE MARSHAL	1	1	1	1
FIRE INSPECTOR II	1	1	1	2
FIRE INSPECTOR	0	0	0	1
FIRE INSPECTOR (PART-TIME)	0.5	1.0	1.0	0
<b>TOTAL</b>	<b>2.5</b>	<b>3.0</b>	<b>3.0</b>	<b>4.0</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Inspections Performed	1,200	1,290	1,400
• Plan Reviews Performed	900	925	1,000
• Investigation Conducted	58	110	120
• Cause of fire or ignition determined	New	80%	80%
• Public Education Program Participants	6,500	12,821	15,000

PROGRAM & SERVICES CONTACT INFORMATION		
Fire Department	<a href="http://www.leandertx.gov/fire">www.leandertx.gov/fire</a>	(512) 528-2848

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>PREVENTION &amp; LIFE SAFETY</b>						
<b>PERSONNEL</b>						
01-56-5110 SUPERVISION	0	97,051	98,251	98,251	101,060	101,941
01-56-5120 OPERATIONS	0	55,185	54,080	54,080	98,950	183,878
01-56-5130 PART TIME	0	13,570	31,153	31,153	8,000	0
01-56-5140 OVERTIME	0	397	4,300	4,300	4,300	500
01-56-5152 PHONE ALLOWANCE	0	920	936	936	936	936
01-56-5153 LONGEVITY	0	480	600	600	600	1,380
01-56-5154 CERTIFICATION PAY	0	2,360	2,400	2,400	2,400	3,900
01-56-5180 FICA	0	9,886	11,887	11,887	11,887	18,107
01-56-5182 INSURANCE BENEFITS	0	14,159	15,667	15,667	15,667	29,434
01-56-5186 MDC	0	2,312	2,780	2,780	2,780	4,234
01-56-5188 TMRS	0	17,348	17,862	17,862	17,862	35,652
01-56-5190 UNEMPLOYMENT INSURANCE	0	107	927	927	927	684
01-56-5192 WORKERS COMP	0	2,166	2,632	2,632	2,151	3,960
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>215,941</b>	<b>243,475</b>	<b>243,475</b>	<b>267,520</b>	<b>384,606</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-56-5202 COMPUTER SUPPLIES	0	30	400	400	400	400
01-56-5215 COMPUTER HARDWARE	0	15	2,750	2,750	2,750	2,750
01-56-5217 MINOR EQUIPMENT	0	282	8,380	8,380	8,380	4,900
01-56-5221 MATERIALS AND SUPPLIES	0	382	3,800	3,800	3,800	3,650
01-56-5252 SOFTWARE	0	0	750	750	750	1,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>710</b>	<b>16,080</b>	<b>16,080</b>	<b>16,080</b>	<b>12,700</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-56-5485 SOFTWARE MAINTENANCE	0	0	1,000	1,000	1,000	500
01-56-5520 EQUIPMENT REPAIRS AND MAINT	0	0	250	250	250	600
01-56-5580 VEHICLE REPAIRS & MAINT	0	0	0	0	-9,794	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>0</b>	<b>1,250</b>	<b>1,250</b>	<b>-8,544</b>	<b>1,100</b>
<b>CONTRACTUAL SERVICES</b>						
01-56-5600 CONTRACT LABOR	0	1,455	51,000	51,000	30,000	15,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>1,455</b>	<b>51,000</b>	<b>51,000</b>	<b>30,000</b>	<b>15,000</b>
<b>UTILITIES, PERMITS &amp; FEES</b>						
01-56-5807 CELL PHONE / PAGER	0	0	0	0	0	1,836
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,836</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-56-6201 DUES AND SUBSCRIPTIONS	0	1,660	4,800	4,800	4,800	3,100
01-56-6202 ADVERTISING AND PRINTING	0	164	900	900	900	600
01-56-6380 TRAVEL & TRAINING	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>1,823</b>	<b>5,700</b>	<b>5,700</b>	<b>5,700</b>	<b>3,700</b>
<b>CAPITAL OUTLAY</b>						
01-56-7305 FIRE VEHICLES	0	0	0	0	120,000	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>
<b>TOTAL PREVENTION &amp; LIFE SAFETY</b>	<b>0</b>	<b>219,929</b>	<b>317,505</b>	<b>317,505</b>	<b>430,756</b>	<b>418,942</b>



## **BUILDING INSPECTIONS**

The Building Inspections Department reviews commercial and residential plans for building code and ordinance compliance, as well as maintains all construction activity records. The department is responsible for issuing permits, collecting water and wastewater capital recovery (impact) fees, water tap fees and deposits for all new and remodel construction. The department's primary function is to inspect buildings, plumbing, electrical and mechanical systems within the city limits for compliance with adopted building codes and standards.

### **FY 2015-16 ACCOMPLISHMENTS**

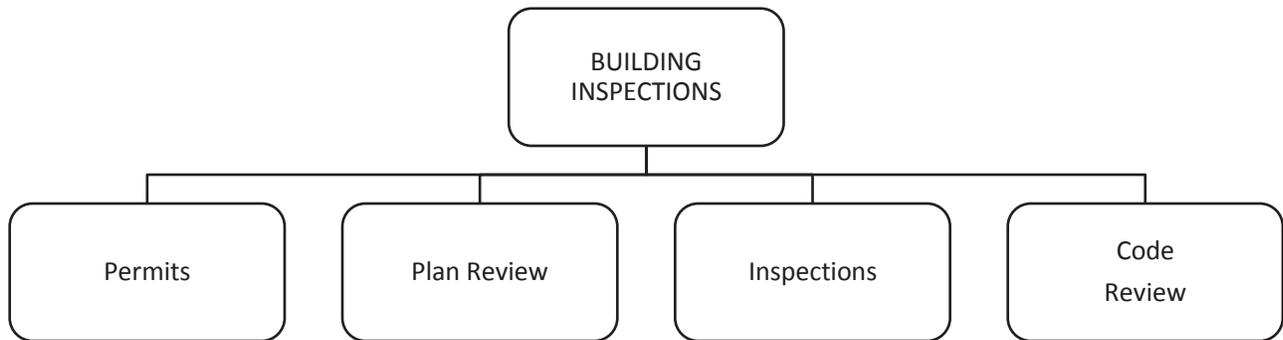
- Adopted the 2015 ICC Building Codes and the 2013 NEC
- Increase web-based plan review submissions
- Assign geographic territory to inspectors and redistribution of work load.
- Maintained one business day turnaround from request to inspection, 99 % of the time.
- Inspectors performed 31,959 inspections last year
- Keep up with the rapidly growing workload

### **FY 2016-17 OBJECTIVES**

- Update sign ordinance in conjunction with to match the city growth pattern
- Obtain and maintain training and Certifications for Staff
- Maintain the quality of the Building Departments customer service

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes a new inspector position and plan reviewer.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
BUILDING OFFICIAL	1	1	1	1
CHIEF BUILDING INSPECTOR	0	0	1	1
SENIOR INSPECTOR	3	4	3	4
PLAN REVIEWER	1	1	1	2
PERMITS CLERK	2	2	2	2
ZONING COMPLIANCE OFFICER	0	1	1	1
RECEPTIONIST	0	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>10</b>	<b>10</b>	<b>12</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• New Single-family Residential Permits	1,173	1,300	1,300
• New Commercial Permits	42	60	60
• Remodel Permits (Commercial and Residential)	22	25	35
• Inspections with 24 hours (percent)	99%	99%	99%
• Turnaround time for commercial plan review (workdays)	20-days	20-days	10-days
• Turnaround time for residential plan review (workdays)	10-days	15-days	15-days

PROGRAM & SERVICES CONTACT INFORMATION		
Permits	<a href="http://www.leandertx.gov/permits">www.leandertx.gov/permits</a>	(512) 528-2748

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND</b>						
<b>BUILDING INSPECTIONS</b>						
<b>PERSONNEL</b>						
01-51-5110 SUPERVISION	77,131	89,947	80,001	80,001	81,975	82,597
01-51-5120 OPERATIONS	206,799	358,427	404,416	439,416	477,825	491,941
01-51-5140 OVERTIME	33	191	2,000	2,000	4,500	2,000
01-51-5152 PHONE ALLOWANCE	2,731	4,239	4,442	4,442	4,442	5,292
01-51-5153 LONGEVITY	1,620	1,500	1,620	1,620	1,620	2,220
01-51-5180 FICA	17,475	26,840	29,855	29,855	29,855	36,211
01-51-5182 HEALTH, DENTAL & LIFE	27,329	53,724	66,232	66,232	66,232	76,492
01-51-5186 MDC	4,087	6,277	6,982	6,982	6,982	8,469
01-51-5188 TMRS	31,762	50,613	55,869	55,869	55,869	72,889
01-51-5190 UNEMPLOYMENT INSURANCE	1,324	627	1,909	1,909	1,909	1,919
01-51-5192 WORKERS COMP	898	1,695	1,766	1,766	1,685	2,126
<b>TOTAL PERSONNEL</b>	<b>371,189</b>	<b>594,080</b>	<b>655,092</b>	<b>690,092</b>	<b>732,894</b>	<b>782,156</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-51-5215 COMPUTER HARDWARE	2,888	7,262	0	0	1,600	0
01-51-5217 MINOR EQUIPMENT	527	1,151	2,400	2,400	2,400	500
01-51-5240 GAS & OIL	7,565	4,889	6,000	6,000	6,000	6,500
01-51-5250 OFFICE SUPPLIES	3,535	3,388	9,500	9,500	9,500	3,500
01-51-5252 SOFTWARE	379	0	1,000	1,000	1,000	300
01-51-5280 UNIFORMS	528	835	1,550	1,550	1,550	1,200
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>15,422</b>	<b>17,526</b>	<b>20,450</b>	<b>20,450</b>	<b>22,050</b>	<b>12,000</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-51-5485 SOFTWARE MAINTENANCE	16,746	24,250	30,305	70,305	68,975	53,195
01-51-5503 BUILDING MAINTENANCE	2,586	3,878	2,680	2,680	2,680	500
01-51-5520 EQUIPMENT REPAIRS & MAINT	0	0	0	0	0	1,000
01-51-5555 MAINTENANCE CONTRACTS	115	988	0	0	0	0
01-51-5580 VEHICLE REPAIRS & MAINT	1,151	3,876	1,500	1,500	2,000	4,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>20,597</b>	<b>32,992</b>	<b>34,485</b>	<b>74,485</b>	<b>73,655</b>	<b>59,195</b>
<b>CONTRACTUAL SERVICES</b>						
01-51-5600 CONTRACT LABOR	216	23,026	110,000	110,000	85,000	110,000
01-51-5626 EQUIPMENT LEASES	0	0	0	0	0	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>216</b>	<b>23,026</b>	<b>110,000</b>	<b>110,000</b>	<b>85,000</b>	<b>113,000</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-51-5810 TELEPHONE	440	0	0	0	0	0
01-51-5911 CREDIT CARD MERCHANT FEES	14,815	82,010	115,000	115,000	115,000	85,000
01-51-5915 POSTAGE	98	41	150	150	150	100
01-51-5916 WIRELESS CARDS	4,514	3,286	3,250	3,250	3,250	3,250
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>19,867</b>	<b>85,337</b>	<b>118,400</b>	<b>118,400</b>	<b>118,400</b>	<b>88,350</b>
<b>SPECIAL EXPENSE/OTHER</b>						
01-51-6201 DUES & SUBSCRIPTIONS	1,269	1,188	2,000	2,000	2,000	2,500
01-51-6202 ADVERTISING & PRINTING	764	309	800	800	1,500	800
01-51-6380 TRAVEL & TRAINING	1,466	5,380	6,000	6,000	6,000	8,000
01-51-6850 FLEET RESERVE FUND	3,570	10,751	10,751	10,751	10,751	21,234
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>7,069</b>	<b>17,627</b>	<b>19,551</b>	<b>19,551</b>	<b>20,251</b>	<b>32,534</b>

	FY 2014	FY 2015	FY 2016			FY 2017
DEPARTMENT	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>CAPITAL OUTLAY</b>						
01-51-7000 VEHICLES	33,808	23,909	25,000	25,000	19,000	19,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>33,808</b>	<b>23,909</b>	<b>25,000</b>	<b>25,000</b>	<b>19,000</b>	<b>19,000</b>
<b>TOTAL BUILDING INSPECTIONS</b>	<b>468,169</b>	<b>794,496</b>	<b>982,978</b>	<b>1,057,978</b>	<b>1,071,250</b>	<b>1,106,235</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>01-GENERAL FUND NON-DEPARTMENTAL</b>						
<b>PERSONNEL</b>						
01-53-5005 EAP PROGRAM	3,652	3,622	4,800	4,800	4,800	4,800
01-53-5010 SECTION 125 EXPENSE	5,319	5,457	5,400	5,400	7,320	7,320
01-53-5120 OPERATIONS	31,358	0	0	0	0	0
01-53-5152 PHONE ALLOWANCE	555	0	0	0	0	0
01-53-5155 CAR ALLOWANCE	2,280	0	0	0	0	0
01-53-5180 FICA	1,891	0	0	0	0	0
01-53-5182 HEALTH, DENTAL & LIFE INSURANC	11,641	11,491	5,500	5,500	8,250	74,538
01-53-5186 MDC	442	0	0	0	0	0
01-53-5188 TMRS	3,727	0	0	0	0	0
01-53-5192 WORKERS COMP	0	0	0	0	672	670
01-53-5199 SUPPLEMENTAL BENEFITS	125	0	343,000	343,000	0	331,750
<b>TOTAL PERSONNEL</b>	<b>60,990</b>	<b>20,570</b>	<b>358,700</b>	<b>358,700</b>	<b>21,042</b>	<b>419,078</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
01-53-5202 COMPUTER SUPPLIES	421	0	0	0	0	0
01-53-5215 COMPUTER HARDWARE	38,789	0	0	0	0	0
01-53-5217 MINOR EQUIPMENT	691	0	0	0	0	0
01-53-5240 GAS & OIL	103	504	250	250	250	250
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>40,004</b>	<b>504</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
01-53-5485 SOFTWARE MAINTENANCE	15,012	0	0	0	0	0
01-53-5502 HVAC MAINTENANCE	3,114	6,063	700	700	700	700
01-53-5503 BUILDING MAINTENANCE	12,310	9,939	10,000	10,000	23,000	10,000
01-53-5555 MAINTENANCE CONTRACTS	35,031	87	0	0	502	0
01-53-5580 VEHICLE REPAIRS & MAINT	1,173	200	1,000	1,000	1,000	1,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>66,640</b>	<b>16,289</b>	<b>11,700</b>	<b>11,700</b>	<b>25,202</b>	<b>11,700</b>
<b>CONTRACTUAL SERVICES</b>						
01-53-5600 CONTRACT LABOR	32,709	1,185	0	0	0	0
01-53-5607 AUDITOR FEES	35,515	23,350	19,570	19,570	20,680	25,510
01-53-5619 WEBSITE	3,900	3,600	20,000	20,000	10,000	20,000
01-53-5626 EQUIPMENT LEASES	4,802	14,091	7,275	7,275	7,275	4,520
01-53-5629 GARBAGE COLLECTION EXPENSE	1,506,611	1,915,441	2,050,000	2,145,250	2,145,000	2,250,000
01-53-5650 LEGAL FEES	153,016	167,416	165,000	165,000	165,000	190,000
01-53-5679 PID ADMINISTRATION	0	7,180	0	0	35,000	35,000
01-53-5680 APPRAISAL & TAX COLLECTION	97,053	124,595	128,840	128,840	137,745	145,246
01-53-5713 CAMPO	1,945	1,945	1,945	1,945	1,945	1,945
01-53-5719 CHAMBER OF COMMERCE	15,000	15,000	15,000	15,000	15,000	15,000
01-53-5725 WILLIAMSON CO. HEALTH DISTRICT	56,445	69,607	74,535	74,535	74,535	80,304
01-53-5740 DEVELOPMENT AGREEMENTS	79,821	104,052	35,000	35,000	35,000	35,000
01-53-5747 GATEWAY SHOPPING CTR. REBATE	232,859	261,688	290,000	290,000	365,000	120,000
01-53-5790 WBCO	9,000	5,000	5,000	5,000	5,000	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>2,228,676</b>	<b>2,714,150</b>	<b>2,812,165</b>	<b>2,907,415</b>	<b>3,017,180</b>	<b>2,927,525</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
01-53-5800 UTILITIES	281,731	268,172	297,150	297,150	290,000	297,150
01-53-5802 UTILITIES PUBLIC SAFETY BLDG	42,455	41,600	35,280	35,280	42,000	42,000
01-53-5810 TELEPHONE	21,820	20,736	21,600	21,600	21,600	0
01-53-5811 STREET LIGHTS	189,177	220,993	210,000	210,000	230,000	258,000
01-53-5910 BANK FEES	9,949	10,201	9,600	9,600	1,500	8,000
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>545,132</b>	<b>561,702</b>	<b>573,630</b>	<b>573,630</b>	<b>585,100</b>	<b>605,150</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
01-53-6205 INSURANCE (PROP & LIABILITY)	121,990	102,385	145,750	145,750	115,000	135,000
01-53-6304 COMMUNITY ACTIVITIES	1,965	1,300	3,500	3,500	3,500	3,500
01-53-6309 LIBERTY FEST	69,746	72,129	0	0	0	0
01-53-6901 BAD DEBT EXPENSE	0	1,407	0	0	0	0
01-53-6999 CONTINGENCY	0	0	200,000	200,000	200,000	35,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>193,701</b>	<b>177,220</b>	<b>349,250</b>	<b>349,250</b>	<b>318,500</b>	<b>173,500</b>
<b>TRANSFERS</b>						
01-53-9000 TRANSFER OUT	350,000	350,000	350,000	350,000	350,000	350,000
01-53-9005 TRANSFER OUT - GOLF	193,000	277,300	0	0	0	165,000
01-53-9008 TRANSFER TO CIP	3,035,524	2,895,000	2,767,000	2,767,000	2,767,000	0
<b>TOTAL TRANSFERS</b>	<b>3,578,524</b>	<b>3,522,300</b>	<b>3,117,000</b>	<b>3,117,000</b>	<b>3,117,000</b>	<b>515,000</b>
<b>TOTAL NON DEPARTMENTAL</b>	<b>6,713,666</b>	<b>7,012,734</b>	<b>7,222,695</b>	<b>7,317,945</b>	<b>7,084,274</b>	<b>4,652,203</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>22,099,014</b>	<b>26,274,772</b>	<b>29,443,426</b>	<b>30,045,801</b>	<b>30,313,341</b>	<b>30,427,149</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>1,184,494</b>	<b>125,730</b>	<b>-1,906,000</b>	<b>-2,140,125</b>	<b>-1,196,737</b>	<b>0</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Golf Fund-05</b>						
Beginning Fund Balance	(12,099)	(11,984)	0	(17,969)	(17,969)	0
<b>Revenues</b>	1,151,413	1,059,326	1,454,568	1,454,568	1,187,200	1,204,574
<b>Expenditures</b>						
GROUNDS MAINTENANCE	550,132	551,497	603,937	603,937	588,705	565,691
GRILL	183,852	180,663	186,553	186,553	179,720	182,511
PRO SHOP	587,455	589,579	622,293	622,293	595,865	577,329
NON-DEPARTMENTAL	22,859	20,872	41,785	41,785	22,625	44,043
<b>Total Expenditures</b>	1,344,298	1,342,611	1,454,568	1,454,568	1,386,915	1,369,574
<b>Current Operating surplus/(deficit)</b>	(192,885)	(283,285)	0	0	(199,715)	(165,000)
Transfers In	193,000	277,300	0	0	217,684	165,000
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	193,000	277,300	0	0	217,684	165,000
Ending Fund Balance	(11,984)	(17,969)	0	(17,969)	0	0

Fund Summary: The Golf Fund is an enterprise fund that has been established to be self-sufficient. The revenue it earns through green fees, merchandise and food and beverage sales remain in the fund to pay the expenses related to operating the Golf Course.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**05 -GOLF COURSE FUND  
REVENUES**

**FEES**

05-00-4300 BEER REVENUES	81,563	76,842	90,000	90,000	90,000	88,000
05-00-4301 ATM REVENUE	23	0	100	100	0	0
05-00-4305 BUSINESS DEVELOPMENT	35	227	0	0	100	100
05-00-4310 CART RENTAL	243,843	218,741	328,368	328,368	250,000	255,510
05-00-4320 DRINKS	42,809	38,528	45,000	45,000	45,000	45,000
05-00-4325 DRIVING RANGE REVENUES	31,082	28,563	33,000	33,000	33,000	36,000
05-00-4330 FOOD SALES	62,701	57,272	66,000	66,000	66,000	66,000
05-00-4340 GPS SYSTEM	53,557	45,494	69,000	69,000	55,000	57,000
05-00-4342 HANDICAP FEES	1,864	1,954	1,900	1,900	1,900	2,100
05-00-4345 GREEN FEES	467,587	419,721	635,000	635,000	460,000	473,000
05-00-4347 LOCKER ROOM FEES	1,460	1,460	1,200	1,200	1,200	1,400
05-00-4350 MEMBERSHIPS	47,701	41,822	50,000	50,000	50,000	45,000
05-00-4360 PRO SHOP SALES	80,246	74,234	83,500	83,500	83,500	83,764
05-00-4365 RAINCHECKS REDEEMED	2,198	1,883	1,000	1,000	1,000	1,000
05-00-4370 RENTAL CLUBS	4,769	6,485	5,000	5,000	5,000	5,200
05-00-4380 TOURNAMENT FEES	25,028	42,326	45,000	45,000	45,000	45,000
<b>TOTAL FEES</b>	<b>1,146,465</b>	<b>1,055,553</b>	<b>1,454,068</b>	<b>1,454,068</b>	<b>1,186,700</b>	<b>1,204,074</b>

**MISCELLANEOUS**

05-00-4415 CASH OVER/UNDER	1	15	0	0	0	0
05-00-4449 INTEREST INCOME	0	0	0	0	0	0
05-00-4466 OUTSIDE EVENTS	1,179	1,088	500	500	500	500
05-00-4467 OTHER REVENUE	3,768	170	0	0	0	0
05-00-4489 SALE OF ASSETS	0	2,500	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>4,948</b>	<b>3,773</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>

**TAXES**

05-00-4880 SALES TAX 1%	0	0	0	0	0	0
<b>TOTAL TAXES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

05-00-4900 TRANSFER IN - GENERAL FUND	193,000	277,300	0	0	0	165,000
<b>TOTAL TRANSFERS</b>	<b>193,000</b>	<b>277,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,000</b>

<b>TOTAL REVENUES</b>	<b>1,344,413</b>	<b>1,336,626</b>	<b>1,454,568</b>	<b>1,454,568</b>	<b>1,187,200</b>	<b>1,369,574</b>
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## **CRYSTAL FALLS GOLF CLUB**

Crystal Falls Golf Club is an 18-hole golf course owned and operated by the City of Leander. Our mission is to offer a unique Hill Country golf course that is consistently in good shape, while offering excellent customer service, all at a fair price. Crystal Falls Golf Club will promote the game of golf while holding on to the traditions and values that make golf a great sport. Because we are a municipal facility, we're here to accommodate every person that comes through our doors and offer them fun activities in a unique family atmosphere. Whether it's an individual, a group of 100, or our regular guests, we focus on making sure that their experience is enjoyable and consistent.

### **FY 2015-16 ACCOMPLISHMENTS**

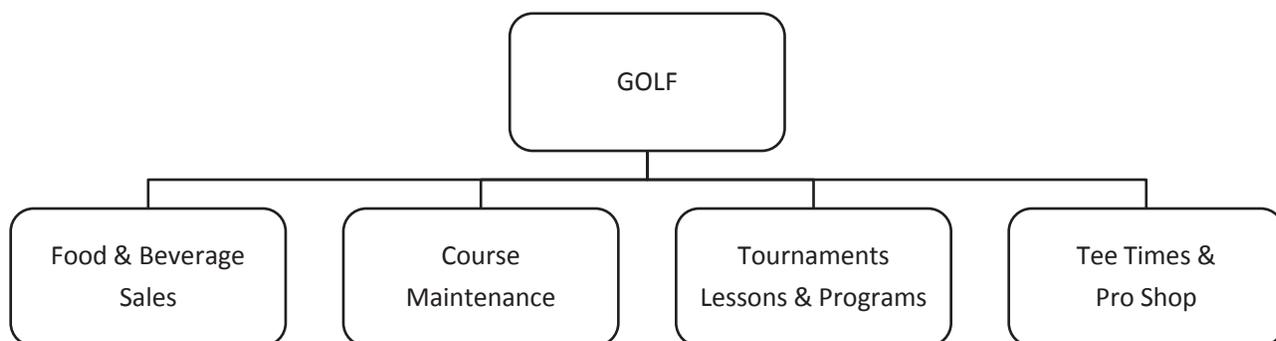
- Received a 4.4 / 5 overall customer rating through Facebook
- Received 62.54% excellent and 34.74% good from 311 responses on customer service survey.
- In 2016, Hill Country Amateur Championship once again exceeded the field limit for the fifth year in a row.
- Initiated Wednesday Night Ladies' Golf League and a Wednesday Night Adult Golf League
- Continued strong Junior Program - offered three Junior Camps; two camps sold out
- Website traffic is up 66% over last year
- improved Golf course playability
- Started new marketing programs with Golf 18 Network.

### **FY 2016-17 OBJECTIVES**

- Continue to maintain or improve our customer service. We have always done a good job with service because it is the most important part of our operation and we must always look for ways to improve. This will be our #1 priority and goal this year. Be more consistent; continue to make sure our guests find the same quality of service and conditions every time they visit our facility. No surprises. Better communication among staff and our guests. Because of its importance, improving customer service will always be one of our goals.
- Increase rounds. If the weather cooperates and we offer a consistent quality product with exceptional service we should reach this goal. Hopefully, Mother Nature and our growing economy will help us in our endeavors.
- Reach goal of 24,000 rounds.
- Become self-sustaining and profitable.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget reflects continued emphasis on improving player experience, increasing the number of rounds played as well as implementation of Golf Course Assessment Report recommendations.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
<b>MAINTENANCE</b>				
GOLF COURSE SUPERINTENDENT	1	1	1	1
ASSISTANT COURSE SUPERINTENDENT	1	1	1	1
GREENSKEEPER I	4	4	3.5	3.5
MECHANIC - GOLF MAINTENANCE	1	1	1	1
<b>GRILL</b>				
GRILL MANAGER	1	1	1	1
GRILL ATTENDANT	2.1	2.1	2.1	2.1
GRILL ATTENDANT - SEASONAL	0.4	0.4	0.4	0
<b>PRO SHOP</b>				
GENERAL MANAGER	1	1	1	1
HEAD GOLF PRO	1	1	1	1
ASSISTANT GOLF PRO	1	1	1	1
PRO SHOP ATTENDANT	2.7	2.7	2.7	2.5
CART ATTENDANT	3.3	3.3	3.3	2.5
<b>TOTAL</b>	<b>19.5</b>	<b>19.5</b>	<b>19.0</b>	<b>17.6</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Rounds Played	19,500	21,000	21,500
• Course Revenue	\$806,727	\$889,385	\$920,210
• Merchandise Sales	\$74,362	\$83,764	\$83,764
• Food and Beverage Sales	\$173,976	\$193,500	\$199,500

PROGRAM & SERVICES CONTACT INFORMATION		
Crystal Falls Golf Course	<a href="http://www.leandertx.gov/golf">www.leandertx.gov/golf</a>	(512) 259-5855

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**05 -GOLF COURSE FUND  
GROUNDS MAINTENANCE**

**PERSONNEL**

05-01-5110 SUPERVISION	112,212	114,677	114,412	114,412	116,455	116,730
05-01-5120 OPERATIONS	122,239	115,554	124,184	124,184	121,000	125,611
05-01-5130 PART-TIME	2,259	3,570	11,569	11,569	0	9,734
05-01-5140 OVERTIME	3,020	3,772	0	0	4,000	0
05-01-5153 LONGEVITY	1,200	1,560	1,860	1,860	1,200	1,560
05-01-5180 FICA	14,417	14,358	15,626	15,626	15,626	15,725
05-01-5182 HEALTH, DENTAL & LIFE	29,000	31,012	33,960	33,960	33,960	34,078
05-01-5186 MDC	3,372	3,358	3,654	3,654	3,654	3,678
05-01-5188 TMRS	26,331	26,206	27,899	27,899	27,899	30,439
05-01-5190 UNEMPLOYMENT INSURANCE	1,268	109	1,449	1,449	1,449	1,197
05-01-5192 WORKERS COMP	4,646	5,451	4,949	4,949	4,087	4,789
<b>TOTAL PERSONNEL</b>	<b>319,964</b>	<b>319,626</b>	<b>339,562</b>	<b>339,562</b>	<b>329,330</b>	<b>343,541</b>

**SUPPLIES/MINOR EQUIPMENT**

05-01-5214 CHEMICALS	22,698	24,925	18,000	18,000	18,000	19,700
05-01-5217 MINOR EQUIPMENT	3,566	1,087	800	800	800	800
05-01-5218 FERTILIZER	27,906	22,374	18,000	18,000	18,000	18,900
05-01-5221 MATERIALS & SUPPLIES	5,739	6,190	5,000	5,000	5,000	5,000
05-01-5224 SAND & SOIL	4,541	7,930	7,000	7,000	7,000	7,000
05-01-5226 SEED & SOIL	4,295	6,706	6,000	6,000	6,000	11,000
05-01-5240 GAS & OIL	8,262	6,100	9,000	9,000	9,000	9,000
05-01-5250 OFFICE SUPPLIES	229	202	250	250	250	250
05-01-5280 UNIFORMS	0	0	900	900	900	900
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>77,237</b>	<b>75,514</b>	<b>64,950</b>	<b>64,950</b>	<b>64,950</b>	<b>72,550</b>

**MAINTENANCE & REPAIRS**

05-01-5460 MAJOR EQUIPMENT	0	0	0	0	0	0
05-01-5480 PUMP STATION MAINTENANCE	680	7,804	3,000	3,000	3,000	3,000
05-01-5520 EQUIPMENT REPAIRS & MAINT	17,429	10,185	9,000	9,000	9,000	11,000
05-01-5530 GROUNDS MAINTENANCE	6,254	7,814	7,000	7,000	7,000	7,000
05-01-5545 IRRIGATION REPAIRS & MAINT	4,817	9,291	7,000	7,000	8,000	8,000
05-01-5580 VEHICLE REPAIRS & MAINT	83	103	900	900	900	900
05-01-5590 WATER WELL MAINTENANCE	1,055	0	5,000	5,000	5,000	1,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>30,318</b>	<b>35,197</b>	<b>31,900</b>	<b>31,900</b>	<b>32,900</b>	<b>30,900</b>

**CONTRACTUAL SERVICES**

05-01-5600 CONTRACT LABOR	2,563	3,939	3,500	3,500	3,500	3,500
05-01-5626 EQUIPMENT LEASES	50,458	60,509	69,600	69,600	69,600	69,600
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>53,020</b>	<b>64,448</b>	<b>73,100</b>	<b>73,100</b>	<b>73,100</b>	<b>73,100</b>

**UTILITIES, PERMITS & FEES**

05-01-5800 UTILITIES	20,343	16,823	26,000	26,000	20,000	18,000
05-01-5805 UTILITIES - WATER	34,500	35,192	29,000	29,000	29,000	23,000
05-01-5810 TELEPHONE	1,517	1,968	1,560	1,560	1,560	2,160
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>56,359</b>	<b>53,983</b>	<b>56,560</b>	<b>56,560</b>	<b>50,560</b>	<b>43,160</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
05-01-6201 DUES & SUBSCRIPTIONS	645	1,191	965	965	965	1,040
05-01-6202 ADVERTISING & PRINTING	0	95	0	0	0	0
05-01-6380 TRAVEL & TRAINING	1,236	1,443	1,400	1,400	1,400	1,400
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>1,881</b>	<b>2,729</b>	<b>2,365</b>	<b>2,365</b>	<b>2,365</b>	<b>2,440</b>
<b>CAPITAL OUTLAY</b>						
05-01-7100 MAJOR EQUIPMENT	11,353	0	35,500	35,500	35,500	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,353</b>	<b>0</b>	<b>35,500</b>	<b>35,500</b>	<b>35,500</b>	<b>0</b>
<b>TOTAL GROUNDS MAINTENANCE</b>	<b>550,132</b>	<b>551,497</b>	<b>603,937</b>	<b>603,937</b>	<b>588,705</b>	<b>565,691</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**05-GOLF COURSE FUND  
GRILL**

**PERSONNEL**

05-21-5110 SUPERVISION	39,744	40,998	40,706	40,706	42,270	42,120
05-21-5130 PART-TIME	42,689	42,690	44,645	44,645	36,535	39,410
05-21-5153 LONGEVITY	180	240	300	300	300	360
05-21-5180 FICA	5,304	5,443	5,310	5,310	5,310	5,077
05-21-5182 HEALTH, DENTAL & LIFE	5,225	5,475	6,089	6,089	6,089	6,447
05-21-5186 MDC	1,240	1,273	1,242	1,242	1,242	1,187
05-21-5188 TMRS	8,210	7,541	6,758	6,758	6,758	6,302
05-21-5190 UNEMPLOYMENT INSURANCE	718	352	982	982	982	815
05-21-5192 WORKERS COMP	1,497	2,043	1,771	1,771	1,484	1,693
<b>TOTAL PERSONNEL</b>	<b>104,809</b>	<b>106,055</b>	<b>107,803</b>	<b>107,803</b>	<b>100,970</b>	<b>103,411</b>

**SUPPLIES/MINOR EQUIPMENT**

05-21-5217 MINOR EQUIPMENT	166	0	150	150	150	150
05-21-5221 MATERIALS & SUPPLIES	3,663	3,577	3,000	3,000	3,000	3,000
05-21-5250 OFFICE SUPPLIES	156	0	0	0	0	0
05-21-5301 CONDIMENTS	2,038	1,198	2,200	2,200	2,200	2,200
05-21-5302 DRINKS	19,747	17,475	17,000	17,000	17,000	17,000
05-21-5303 BEERS	28,511	25,873	30,000	30,000	30,000	29,000
05-21-5304 FOOD	23,094	23,512	24,000	24,000	24,000	24,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>77,374</b>	<b>71,636</b>	<b>76,350</b>	<b>76,350</b>	<b>76,350</b>	<b>75,350</b>

**MAINTENANCE & REPAIRS**

05-21-5503 BUILDING MAINTENANCE	0	273	150	150	150	150
05-21-5520 EQUIPMENT REPAIRS & MAINT	338	1,583	2,000	2,000	2,000	2,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>338</b>	<b>1,856</b>	<b>2,150</b>	<b>2,150</b>	<b>2,150</b>	<b>2,150</b>

**CONTRACTUAL SERVICES**

05-21-5600 CONTRACT LABOR	950	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SPECIAL EXPENSE/OTHER**

05-21-6201 DUES & SUBSCRIPTIONS	322	1,101	150	150	150	1,500
05-21-6380 TRAVEL & TRAINING	60	15	100	100	100	100
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>382</b>	<b>1,116</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>1,600</b>

<b>TOTAL GRILL</b>	<b>183,852</b>	<b>180,663</b>	<b>186,553</b>	<b>186,553</b>	<b>179,720</b>	<b>182,511</b>
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DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**05-GOLF COURSE FUND  
PRO SHOP**

**PERSONNEL**

05-31-5110 SUPERVISION	76,537	79,022	78,458	78,458	81,630	81,390
05-31-5120 OPERATIONS	188,934	171,654	183,065	183,065	161,500	168,380
05-31-5130 PART-TIME	46,795	63,703	58,123	58,123	57,305	46,415
05-31-5140 OVERTIME	0	0	0	0	0	0
05-31-5153 LONGEVITY	3,720	4,080	3,840	3,840	3,300	2,640
05-31-5156 FUEL ALLOWANCE	1,815	1,815	1,800	1,800	1,800	1,800
05-31-5180 FICA	18,890	18,970	20,168	20,168	20,168	18,639
05-31-5182 HEALTH, DENTAL & LIFE	33,610	31,075	38,992	38,992	38,992	34,801
05-31-5186 MDC	4,418	4,437	4,717	4,717	4,717	4,359
05-31-5188 TMRS	31,397	29,806	30,998	30,998	30,998	31,725
05-31-5190 UNEMPLOYMENT INSURANCE	1,838	610	2,277	2,277	2,277	1,618
05-31-5192 WORKERS COMP	5,382	6,914	6,156	6,156	4,479	5,617
<b>TOTAL PERSONNEL</b>	<b>413,337</b>	<b>412,085</b>	<b>428,594</b>	<b>428,594</b>	<b>407,166</b>	<b>397,384</b>

**SUPPLIES/MINOR EQUIPMENT**

05-31-5215 COMPUTER HARDWARE	0	74	500	500	500	500
05-31-5217 MINOR EQUIPMENT	2,106	65	500	500	500	500
05-31-5221 MATERIALS & SUPPLIES	2,299	2,415	2,500	2,500	2,500	2,500
05-31-5240 GAS & OIL	15,660	9,439	17,000	17,000	12,000	15,000
05-31-5250 OFFICE SUPPLIES	816	880	1,000	1,000	1,000	1,000
05-31-5305 MERCHANDISE	56,231	50,619	58,450	58,450	58,450	54,400
05-31-5306 RANGE BALLS	500	500	500	500	500	500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>77,612</b>	<b>63,992</b>	<b>80,450</b>	<b>80,450</b>	<b>75,450</b>	<b>74,400</b>

**MAINTENANCE & REPAIRS**

05-31-5503 BUILDING MAINTENANCE	1,742	591	3,500	3,500	3,500	3,500
05-31-5505 CART REPAIRS & PARTS	0	0	700	700	700	700
05-31-5520 EQUIPMENT REPAIRS & MAINT	1,816	1,605	2,000	2,000	2,000	2,500
05-31-5555 MAINTENANCE CONTRACTS	2,400	2,400	2,400	2,400	2,400	2,400
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>5,958</b>	<b>4,596</b>	<b>8,600</b>	<b>8,600</b>	<b>8,600</b>	<b>9,100</b>

**CONTRACTUAL SERVICES**

05-31-5611 GHIN - HANDICAP SERVICES	1,228	1,188	1,100	1,100	1,100	1,200
05-31-5626 EQUIPMENT LEASES	44,927	63,597	58,705	58,705	58,705	58,705
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>46,154</b>	<b>64,785</b>	<b>59,805</b>	<b>59,805</b>	<b>59,805</b>	<b>59,905</b>

**UTILITIES, PERMITS & FEES**

05-31-5800 UTILITIES	11,854	11,240	12,000	12,000	12,000	11,000
05-31-5810 TELEPHONE	7,060	7,091	7,540	7,540	7,540	7,540
05-31-5915 POSTAGE	0	336	0	0	0	0
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>18,914</b>	<b>18,667</b>	<b>19,540</b>	<b>19,540</b>	<b>19,540</b>	<b>18,540</b>

**SPECIAL EXPENSE/OTHER**

05-31-6201 DUES & SUBSCRIPTIONS	1,986	1,941	2,000	2,000	2,000	2,000
05-31-6202 ADVERTISING & PRINTING	191	208	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>2,177</b>	<b>2,149</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>CAPITAL OUTLAY</b>						
05-31-7601 GPS SYSTEM	23,304	23,304	23,304	23,304	23,304	16,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>23,304</b>	<b>23,304</b>	<b>23,304</b>	<b>23,304</b>	<b>23,304</b>	<b>16,000</b>
<b>TOTAL PRO SHOP</b>	<b>587,455</b>	<b>589,579</b>	<b>622,293</b>	<b>622,293</b>	<b>595,865</b>	<b>577,329</b>
<b>05-GOLF COURSE FUND NON-DEPARTMENTAL</b>						
<b>PERSONNEL</b>						
05-53-5010 SECTION 125 EXPENSE	782	824	625	625	625	840
05-53-5199 SUPPLEMENTAL BENEFITS	-4	0	19,160	19,160	0	21,203
<b>TOTAL PERSONNEL</b>	<b>779</b>	<b>824</b>	<b>19,785</b>	<b>19,785</b>	<b>625</b>	<b>22,043</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
05-53-5911 CREDIT CARD MERCHANT FEES	22,080	20,048	22,000	22,000	22,000	22,000
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>22,080</b>	<b>20,048</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
05-53-6903 COMPENSATED ABSENCES	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL NON DEPARTMENTAL</b>	<b>22,859</b>	<b>20,872</b>	<b>41,785</b>	<b>41,785</b>	<b>22,625</b>	<b>44,043</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>1,344,298</b>	<b>1,342,611</b>	<b>1,454,568</b>	<b>1,454,568</b>	<b>1,386,915</b>	<b>1,369,574</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>114</b>	<b>-5,986</b>	<b>0</b>	<b>0</b>	<b>-199,715</b>	<b>0</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Utility Fund-20</b>						
Beginning Fund Balance	6,315,350	5,478,887	3,722,867	4,087,799	4,087,799	6,204,237
<b>Revenues</b>	18,019,791	21,479,051	19,343,500	20,768,500	23,419,857	22,519,500
<b>Expenditures</b>						
UTILITY BILLING	875,003	1,034,915	926,797	926,797	954,625	1,285,000
WATER MAINTENANCE	5,818,840	5,573,845	5,478,984	5,928,984	5,461,781	6,779,781
WASTEWATER MAINTENANCE	1,518,804	1,941,147	2,153,599	2,153,599	2,102,259	2,596,053
NON-DEPARTMENTAL	9,063,728	9,910,427	10,081,615	10,081,615	10,050,510	10,899,119
REGIONAL WATER PLANT	279,079	2,079,005	291,705	1,266,705	1,293,444	441,069
<b>Total Expenditures</b>	17,555,454	20,539,339	18,932,700	20,357,700	19,862,619	22,001,022
<b>Current Operating surplus/(deficit)</b>	464,337	939,712	410,800	410,800	3,557,238	518,478
Transfers In	59,200	59,200	1,089,200	1,089,200	59,200	1,089,200
Transfers Out	(1,360,000)	(2,390,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,250,000)
<b>Net Transfers In / (Out)</b>	(1,300,800)	(2,330,800)	(410,800)	(410,800)	(1,440,800)	(160,800)
Ending Fund Balance	5,478,887	4,087,799	3,722,867	4,087,799	6,204,237	6,561,915
(less) Reserve Policy-25%	(4,388,864)	(5,134,835)	(4,733,175)	(5,089,425)	(4,965,655)	(5,500,256)
<b>Over / (Under) Reserve Policy</b>	1,090,024	(1,047,036)	(1,010,308)	(1,001,626)	1,238,582	1,061,660
Operating Reserve (days)	114	73	72	73	114	109

Fund Summary: The Utility Fund is an enterprise fund intended to be self-sufficient. Revenues derived from water and sewer charges to customers pay for operating the City's utility system which includes water and wastewater treatment systems, water distribution and wastewater collection systems. Rates are also calculated to generate sufficient revenue to pay for any utility system debt.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**20 -UTILITY FUND  
REVENUES**

**ADMINISTRATIVE**

20-00-4014 BCRUA REIMBURSEMENT	314,854	1,892,405	335,000	1,310,000	1,310,000	470,000
20-00-4015 BCRWWS REIMBURSEMENT	23,225	5,941	0	0	5,632	0
20-00-4030 BULK WATER SALES	805	500	500	500	500	500
20-00-4040 LATE CHARGES/PENALTY FEES	292,501	284,887	280,000	280,000	325,000	305,000
20-00-4060 SEWER SALES	3,843,850	4,275,339	4,065,000	4,065,000	4,565,000	4,560,000
20-00-4075 WASTEWATER TAP FEES	99,050	106,700	90,000	90,000	110,000	90,000
20-00-4080 WATER CONNECTIONS	196,139	168,518	160,000	160,000	135,000	135,000
20-00-4087 WATER RESERVE	760,430	855,323	885,000	885,000	940,000	960,000
20-00-4090 WATER SALES	11,979,206	13,082,822	13,045,000	13,495,000	15,500,000	15,500,000
20-00-4095 WATER TAP FEES	420,005	456,150	425,000	425,000	460,000	425,000
<b>TOTAL ADMINISTRATIVE</b>	<b>17,930,064</b>	<b>21,128,584</b>	<b>19,285,500</b>	<b>20,710,500</b>	<b>23,351,132</b>	<b>22,445,500</b>

**MISCELLANEOUS**

20-00-4415 CASH OVER/UNDER	8	2	0	0	0	0
20-00-4427 CREDIT CARD FEES COLLECTED	39,358	40,654	40,000	40,000	40,000	56,000
20-00-4437 DEVELOPMENT AGREEMENT	0	25,000	0	0	0	0
20-00-4449 INTEREST INCOME	15,837	8,590	8,000	8,000	8,000	8,000
20-00-4467 OTHER REVENUE	34,524	24,354	10,000	10,000	20,725	10,000
20-00-4489 SALE OF ASSETS	0	251,868	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>89,727</b>	<b>350,467</b>	<b>58,000</b>	<b>58,000</b>	<b>68,725</b>	<b>74,000</b>

**TRANSFERS**

20-00-4900 TRANSFER IN	59,200	59,200	1,089,200	1,089,200	59,200	1,089,200
<b>TOTAL TRANSFERS</b>	<b>59,200</b>	<b>59,200</b>	<b>1,089,200</b>	<b>1,089,200</b>	<b>59,200</b>	<b>1,089,200</b>

**TOTAL REVENUES**

<b>TOTAL REVENUES</b>	<b>18,078,991</b>	<b>21,538,251</b>	<b>20,432,700</b>	<b>21,857,700</b>	<b>23,479,057</b>	<b>23,608,700</b>
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## UTILITY BILLING

The Utility Billing division provides billing and collection for water, wastewater and residential solid waste services. The Utility Fund is a self-supporting enterprise fund. Rates adopted by the City Council are established to ensure financial stability and self-sufficiency. Utility Billing is often the first point of contact for new residents with the City of Leander. This division handles all utility account related services including new utility services, billing, collection, customer service, transfers and account closures. The department is also responsible for the meter inventory and related maintenance to include purchasing and storage.

### FY 2015-16 ACCOMPLISHMENTS

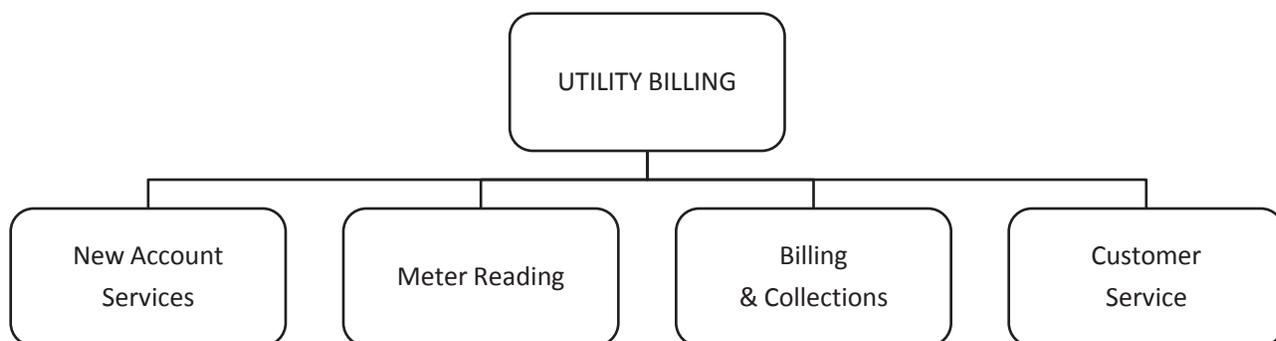
- Continue to maintain up-to-date meter reading routes to accommodate new subdivisions in relation to the growth
- Completed a successful office remodel without interruption of temporary staffing relocation
- Successfully billing two separate billing software programs to accommodate AMR vendors
- Implemented E-billing for customer convenience and bill delivery assurance
- Continued success with online phone notification for delinquent accounts
- Implemented Utility Billing Online (UBO)
- Implementing WaterSmart – a behavioral water efficiency software

### FY 2016-17 OBJECTIVES

- Continue to improve internal daily operations
- Update departmental policies and procedures
- Update utility ordinances in accordance with specific costs/fees
- Restructure staff/positions anticipating proposed employees to operate efficiently in accordance to growth demands

### SUMMARY OF SIGNIFICANT CHANGES

As a result of continued customer base growth, the budget includes three new positions – utility billing manager, meter services supervisor, and customer service supervisor



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
UTILITY BILLING MANAGER	0	0	0	1
UTILITY BILLING SUPERVISOR	1	1	1	1
BILLING ASSISTANT	1	1	1	1
CUSTOMER SERVICE SUPERVISOR	0	0	0	1
UTILITY CLERK	3	3	3	3
METER OPERATIONS SUPERVISOR	0	0	0	1
METER READER	3	3	3	3
FIELD TECHNICIAN	1	1	1	1
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>12</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
<ul style="list-style-type: none"> <li>Utility Bills Printed</li> </ul>	128,575	149,800	172,270
<ul style="list-style-type: none"> <li>Water Accounts</li> </ul>	11,822	12,080	13,700
<ul style="list-style-type: none"> <li>Sewer Accounts</li> </ul>	10,701	11,800	12,490

PROGRAM & SERVICES CONTACT INFORMATION		
Account Services	<a href="http://www.leandertx.gov/utilities">www.leandertx.gov/utilities</a>	(512) 259-1142
Online Payments	<a href="http://www.municipalonlinepayments.com/leandertx">www.municipalonlinepayments.com/leandertx</a>	
After Hours – Non Emergency		(512) 528-2800
Al Clawson Disposal, Inc.	<a href="http://www.clawsondisposal.com">www.clawsondisposal.com</a>	(512) 259-1709
Pedernales Electric (PEC)	<a href="http://www.peci.com">www.peci.com</a>	(512) 331-8883

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**20 -UTILITY FUND  
UTILITY BILLING**

**PERSONNEL**

20-01-5110 SUPERVISION	55,246	58,953	58,916	58,916	60,495	68,411
20-01-5120 OPERATIONS	232,442	245,345	242,166	242,166	262,500	399,594
20-01-5140 OVERTIME	11,887	12,224	8,000	8,000	12,000	10,000
20-01-5153 LONGEVITY	900	1,140	1,860	1,860	1,800	2,160
20-01-5154 CERTIFICATION PAY	235	215	0	0	0	0
20-01-5180 FICA	17,173	18,543	19,278	19,278	19,278	29,376
20-01-5182 HEALTH, DENTAL & LIFE	41,889	55,379	54,211	54,211	54,211	79,143
20-01-5186 MDC	4,240	4,337	4,509	4,509	4,509	6,870
20-01-5188 TMRS	33,042	35,383	36,077	36,077	36,077	58,440
20-01-5190 UNEMPLOYMENT INSURANCE	1,880	399	2,047	2,047	2,047	2,250
20-01-5192 WORKERS COMP	2,278	3,024	2,878	2,878	3,325	3,264
<b>TOTAL PERSONNEL</b>	<b>401,211</b>	<b>434,942</b>	<b>429,942</b>	<b>429,942</b>	<b>456,242</b>	<b>659,508</b>

**SUPPLIES/MINOR EQUIPMENT**

20-01-5215 COMPUTER HARDWARE	4,299	9,286	4,000	4,000	4,000	2,000
20-01-5217 MINOR EQUIPMENT	659	0	0	0	0	0
20-01-5221 MATERIALS & SUPPLIES	3,019	2,113	3,000	3,000	4,500	6,000
20-01-5240 GAS & OIL	10,703	10,130	11,880	11,880	11,880	11,880
20-01-5250 OFFICE SUPPLIES	3,683	5,308	7,800	7,800	7,800	7,800
20-01-5252 SOFTWARE	0	23	0	0	28,688	55,744
20-01-5280 UNIFORMS	1,935	1,521	1,950	1,950	1,950	3,150
20-01-5298 WATER METERS	246,018	350,437	200,000	200,000	160,000	210,000
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>270,316</b>	<b>378,818</b>	<b>228,630</b>	<b>228,630</b>	<b>218,818</b>	<b>296,574</b>

**MAINTENANCE & REPAIRS**

20-01-5485 SOFTWARE MAINTENANCE	11,508	9,827	14,920	14,920	14,920	21,760
20-01-5503 BUILDING MAINTENANCE	734	12,722	3,500	3,500	3,500	3,500
20-01-5555 MAINTENANCE CONTRACTS	52,378	48,550	73,485	73,485	73,485	48,164
20-01-5580 VEHICLE REPAIRS & MAINT	745	3,273	1,000	1,000	2,000	3,000
20-01-5585 WATER METER REPAIRS	2,177	16,830	12,500	12,500	17,500	30,450
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>67,542</b>	<b>91,201</b>	<b>105,405</b>	<b>105,405</b>	<b>111,405</b>	<b>106,874</b>

**CONTRACTUAL SERVICES**

20-01-5600 CONTRACT LABOR	17,932	24,981	10,710	10,710	10,710	0
20-01-5626 EQUIPMENT LEASES	4,483	9,502	3,660	3,660	4,000	4,800
20-01-5652 DEBT COLLECTIONS	0	3,118	3,100	3,100	3,100	3,100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>22,416</b>	<b>37,602</b>	<b>17,470</b>	<b>17,470</b>	<b>17,810</b>	<b>7,900</b>

**UTILITIES, PERMITS & FEES**

20-01-5800 UTILITIES	6,525	6,510	9,000	9,000	9,000	9,000
20-01-5807 CELL PHONE / PAGER	3,596	2,981	3,120	3,120	3,120	3,744
20-01-5810 TELEPHONE	7,765	6,689	7,275	7,275	7,275	7,872
20-01-5911 CREDIT CARD MERCHANT FEES	0	0	50,000	50,000	55,000	86,000
20-01-5915 POSTAGE	60,563	59,727	59,554	59,554	59,554	63,282
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>78,449</b>	<b>75,907</b>	<b>128,949</b>	<b>128,949</b>	<b>133,949</b>	<b>169,898</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
20-01-6201 DUES & SUBSCRIPTIONS	0	0	0	0	0	82
20-01-6202 ADVERTISING & PRINTING	518	1,073	2,150	2,150	2,150	2,150
20-01-6380 TRAVEL & TRAINING	3,270	4,622	3,500	3,500	3,500	3,500
20-01-6850 FLEET RESERVE FUND	11,715	10,750	10,751	10,751	10,751	14,514
20-01-6901 BAD DEBT EXPENSE	1,289	0	0	0	0	0
20-01-6999 CONTINGENCY	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>16,793</b>	<b>16,446</b>	<b>16,401</b>	<b>16,401</b>	<b>16,401</b>	<b>20,246</b>
<b>CAPITAL OUTLAY</b>						
20-01-7000 VEHICLES	18,277	0	0	0	0	24,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>18,277</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,000</b>
<b>TOTAL UTILITY BILLING</b>	<b>875,003</b>	<b>1,034,915</b>	<b>926,797</b>	<b>926,797</b>	<b>954,625</b>	<b>1,285,000</b>

## **PUBLIC WORKS WATER MAINTENANCE**

The Water Maintenance division within the Public Works Department maintains the city's utility infrastructure to protect public health and safety while conserving natural resources. This division operates and maintains the water distribution system and is responsible for the Sandy Creek Water Treatment Plant owned by the City, but operated by the Brazos River Authority (BRA). The water distribution system includes 205 miles of transmission and distribution lines, storage tanks, pumps, valves, hydrants, meters and other associated appurtenances. The City also is a partner in the Brushy Creek Regional Utility Authority (BCRUA) which operates a regional water treatment plant.

### **FY 2015-16 ACCOMPLISHMENTS**

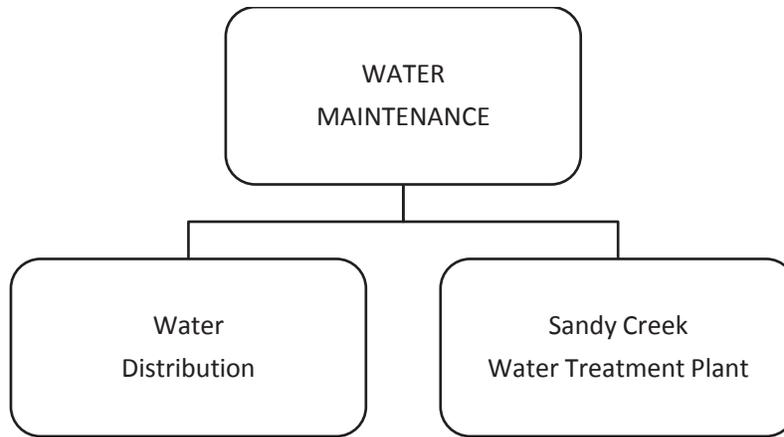
- Painted 376 fire hydrants throughout the City.
- Completed lead and copper testing at 30 residential water connections (every 3 years).
- Anticipate performing leak detection on 10-12 miles of water distribution lines.
- Began valve and hydrant preventative maintenance programs.

### **FY 2016-17 OBJECTIVES**

- Continue fire hydrant painting program to paint 350 hydrants.
- Perform water transmission main leak detection surveys.
- Implement a pressure reducing valve monitoring system.
- Respond to emergency service requests within two hours.
- Respond to non-emergency service requests within 24 hours.
- Respond to requests for information within 48 hours.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes increases in contractual services due to increase water production at both the Sandy Creek WTP and the BCRUA Regional Plant. Also, \$400,000 is included to upgrade the N. Brushy Street water line in Old Town. Also included are capital outlay funds for a vacuum extractor trailer, excavator, backhoe, and bypass pump.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
PUBLIC WORKS SUPERINTENDENT	0.5	0.5	0.5	0.5
WATER & WASTEWATER SUPT.	0	0.5	0.5	0.5
UTILITY OPERATIONS SUPERVISOR	0.5	0.5	0.5	0.5
CREW LEADER I	1	1	1.5	1.5
UTILITY MAINTENANCE I	1	1	1.5	1.5
W/WW SERVICE TECH	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4.5</b>	<b>5.5</b>	<b>5.5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Major Water Leak Repairs	12	16	18
• Minor Water Leak Repairs	90	110	121
• Fire Hydrant Repairs	70	80	88
• Fire Hydrants Painted	376	375	375
• Water/WW Line Locates	136	170	187

PROGRAM & SERVICES CONTACT INFORMATION		
Public Works Business Hours: 7:30 a.m. to 4:30 p.m.	<a href="http://www.leandertx.gov/publicworks">www.leandertx.gov/publicworks</a>	(512) 259-2640
Police Dispatch After Hours (non-emergency)		(512) 528-2800

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**20 -UTILITY FUND  
WATER MAINTENANCE**

**PERSONNEL**

20-02-5110 SUPERVISION	72,446	92,696	107,206	107,206	72,825	107,349
20-02-5120 OPERATIONS	99,524	100,916	180,165	180,165	151,500	150,602
20-02-5140 OVERTIME	13,543	13,308	18,000	18,000	18,000	18,000
20-02-5152 PHONE ALLOWANCE	0	1,695	0	0	1,800	1,800
20-02-5153 LONGEVITY	720	720	1,160	1,160	660	1,160
20-02-5154 CERTIFICATION PAY	2,410	2,549	2,900	2,900	2,500	2,500
20-02-5180 FICA	11,727	12,655	19,236	19,236	19,236	17,498
20-02-5182 HEALTH, DENTAL & LIFE	23,483	25,819	47,946	47,946	47,946	56,182
20-02-5186 MDC	2,743	2,960	4,499	4,499	4,499	4,092
20-02-5188 TMRS	22,347	24,313	36,277	36,277	36,277	35,222
20-02-5190 UNEMPLOYMENT INSURANCE	1,656	586	2,430	2,430	2,430	2,052
20-02-5192 WORKERS COMP	3,790	6,539	5,713	5,713	5,652	5,549
<b>TOTAL PERSONNEL</b>	<b>254,389</b>	<b>284,754</b>	<b>425,532</b>	<b>425,532</b>	<b>363,325</b>	<b>402,006</b>

**SUPPLIES/MINOR EQUIPMENT**

20-02-5214 CHEMICALS	0	238	3,000	3,000	3,000	4,000
20-02-5217 MINOR EQUIPMENT	3,521	6,277	6,700	6,700	6,700	14,700
20-02-5221 MATERIALS & SUPPLIES	43,245	101,920	80,000	80,000	110,000	90,000
20-02-5223 SAFETY EQUIPMENT	545	925	2,000	2,000	2,000	2,000
20-02-5228 FIRE HYDRANT MATERIALS	12,309	1,778	37,000	37,000	15,000	24,000
20-02-5229 NEW INSTALLATIONS	2,500	0	0	0	0	0
20-02-5240 GAS & OIL	34,724	26,670	34,000	34,000	25,000	34,000
20-02-5250 OFFICE SUPPLIES	3,191	965	1,000	1,000	1,000	1,000
20-02-5280 UNIFORMS	4,048	3,505	6,000	6,000	6,000	5,000
20-02-5298 WATER METERS	300	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>104,383</b>	<b>142,277</b>	<b>169,700</b>	<b>169,700</b>	<b>168,700</b>	<b>174,700</b>

**MAINTENANCE & REPAIRS**

20-02-5485 SOFTWARE MAINTENANCE	783	51	785	785	785	785
20-02-5520 EQUIPMENT REPAIRS & MAINT	7,779	13,079	9,000	9,000	11,000	18,000
20-02-5555 MAINTENANCE CONTRACTS	1,800	125	8,000	8,000	8,000	7,900
20-02-5580 VEHICLE REPAIRS & MAINT	9,666	7,839	12,000	12,000	15,000	10,000
20-02-5585 WATER METER REPAIRS	1,200	315	5,000	5,000	5,000	5,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>21,228</b>	<b>21,410</b>	<b>34,785</b>	<b>34,785</b>	<b>39,785</b>	<b>41,685</b>

**CONTRACTUAL SERVICES**

20-02-5600 CONTRACT LABOR	38,062	73,587	29,625	29,625	29,625	23,875
20-02-5609 EQUIPMENT RENTAL	560	1,409	2,500	2,500	2,500	3,000
20-02-5626 EQUIPMENT LEASES	2,017	0	0	0	0	0
20-02-5670 RATE STUDY CONSULTING	21,325	17,974	0	0	0	20,000
20-02-5688 WATER SUPPLY CHARGES	2,155,735	2,307,608	2,525,000	2,690,000	2,690,000	2,600,000
20-02-5698 WATER TESTING TDH	16,869	18,702	14,000	14,000	14,000	30,000
20-02-5757 SANDY CREEK WTP O&M	1,034,171	1,208,396	1,048,296	1,258,296	1,260,000	1,422,381
20-02-5760 REGIONAL WATER SYSTEM	514,996	395,840	800,000	800,000	400,000	1,250,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>3,783,735</b>	<b>4,023,517</b>	<b>4,419,421</b>	<b>4,794,421</b>	<b>4,396,125</b>	<b>5,349,256</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>UTILITIES, PERMITS &amp; FEES</b>						
20-02-5800 UTILITIES	114,267	114,128	130,000	130,000	130,000	130,000
20-02-5807 CELL PHONE / PAGER	4,041	4,793	4,500	4,500	4,500	4,500
20-02-5810 TELEPHONE	1,228	533	2,000	2,000	2,000	2,000
20-02-5914 PERMIT FEES	22,056	24,577	25,000	25,000	25,000	25,000
20-02-5915 POSTAGE	245	235	200	200	200	500
<b>TOTAL UTILITIES, PERMITS &amp; FEES</b>	<b>141,836</b>	<b>144,266</b>	<b>161,700</b>	<b>161,700</b>	<b>161,700</b>	<b>162,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
20-02-6201 DUES & SUBSCRIPTIONS	15,413	4,699	12,500	12,500	12,500	12,500
20-02-6202 ADVERTISING & PRINTING	5,065	1,981	2,675	2,675	2,675	2,700
20-02-6380 TRAVEL & TRAINING	4,806	5,373	5,000	5,000	5,000	6,000
20-02-6850 FLEET RESERVE FUND	6,945	14,783	20,159	20,159	20,159	33,934
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>32,229</b>	<b>26,837</b>	<b>40,334</b>	<b>40,334</b>	<b>40,334</b>	<b>55,134</b>
<b>CAPITAL OUTLAY</b>						
20-02-7000 VEHICLES	0	23,609	57,500	57,500	46,800	0
20-02-7100 MAJOR EQUIPMENT	0	0	16,012	16,012	16,012	191,000
20-02-7701 SCADA EQUIPMENT	790	0	4,000	4,000	4,000	4,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>790</b>	<b>23,609</b>	<b>77,512</b>	<b>77,512</b>	<b>66,812</b>	<b>195,000</b>
<b>CAPITAL PROJECTS</b>						
20-02-8305 42 BCRUA TRANSMISSION MAIN*	0	0	0	0	0	0
20-02-8320 HERO WAY WATERLINE	45,808	695,663	0	75,000	75,000	0
20-02-8385 RAW WATER INTAKE CONTINGENCY	1,087,655	168,701	150,000	150,000	150,000	0
20-02-8605 WATER DISTRIBUTION IMPROVEMENT	0	0	0	0	0	400,000
20-02-8620 TRAVISSO MUD 21 WATERLINE	242,989	16,805	0	0	0	0
20-02-8627 RIDGMAR LANDING WATERLINE	103,798	26,006	0	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>1,480,249</b>	<b>907,175</b>	<b>150,000</b>	<b>225,000</b>	<b>225,000</b>	<b>400,000</b>
<b>TOTAL WATER MAINTENANCE</b>	<b>5,818,840</b>	<b>5,573,845</b>	<b>5,478,984</b>	<b>5,928,984</b>	<b>5,461,781</b>	<b>6,779,781</b>

## **PUBLIC WORKS WASTEWATER MAINTENANCE**

The Wastewater Maintenance division within the Public Works Department maintains the city's utility infrastructure to protect public health and safety while conserving natural resources. This division operates and maintains the wastewater collection and treatment systems. The wastewater collection system includes 151 miles of collection lines, 16 lift stations (with 4 more under design or construction), and 2,598 manholes. The wastewater treatment plant is rated for 2.25 million gallons per day (mgd). The first phase of the Travisso Water Reclamation Plant (WRP) began operation in 2015-16. The City is also a partner in the Brushy Creek Regional Wastewater System (BCRWWS).

### **FY 2015-16 ACCOMPLISHMENTS**

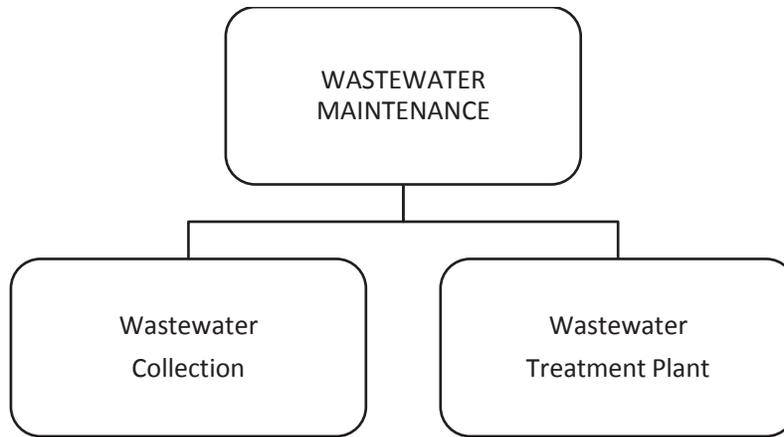
- Completed WWTP on-site lift station rehabilitation – installed 3 new pumps and electrical controls.
- Significantly reduced electrical use at WWTP with aeration improvements to continuously run 2 instead of 3 large 100hp blower motors.
- Began operating Travisso Water Reclamation Plant (WRP), pump station, and irrigation systems at the golf course and Travisso reuse irrigation systems.
- Performed smoke testing of approximately 2,500 connections and associated lines (over 20%) of the wastewater collection system to reduce infiltration and inflow

### **FY 2016-17 OBJECTIVES**

- Place three to five new lift stations into operation.
- Continue smoke testing 20% of the wastewater system to reduce infiltration and inflow
- Place the Travisso and golf course reclaimed water irrigation system into continuous operation.
- Complete capital improvement projects at the WWTP.
- Respond to emergency service requests within 2 hours.
- Respond to non-emergency service requests within 24 hours.
- Respond to requests for information within 24 hours.

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes an additional wastewater treatment plant operator for WRP Plant #2 as well as design and Phase 1 construction improvements to the aeration & filtration systems at WWTP #1. Contractual services have increased due to increased wastewater flow to the Brushy Creek Regional WWTP in Round Rock.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
PUBLIC WORKS SUPERINTENDENT	0.5	0.5	0.5	0.5
WATER & WASTEWATER SUPT.	0	0.5	0.5	0.5
UTILITY OPERATIONS SUPERVISOR	0.5	0.5	0.5	0.5
WASTEWATER PLANT OPERATOR	3	4	5	6
CREW LEADER I	1	1	1.5	1.5
UTILITY MAINTENANCE I	1	1	1.5	1.5
W/WW SERVICE TECH	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>8.5</b>	<b>10.5</b>	<b>11.5</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Wastewater force main repairs	5	10	13
• Wastewater Service Repairs	59	100	120
• Wastewater Service Blockages Cleared	27	35	39
• Lift Station & Pump Service	22	30	33
• Pump & Motor Repairs	5	4	6

PROGRAM & SERVICES CONTACT INFORMATION		
Public Works Business Hours: 7:30 a.m. to 4:30 p.m.	www.leandertx.gov/publicworks	(512) 259-2640
Police Dispatch After Hours (non-emergency)		(512) 528-2800

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>20 -UTILITY FUND</b>						
<b>WASTEWATER MAINTENANCE</b>						
<b>PERSONNEL</b>						
20-03-5110 SUPERVISION	72,446	92,697	107,206	107,206	72,825	107,349
20-03-5120 OPERATIONS	244,901	280,876	337,905	337,905	350,000	407,403
20-03-5140 OVERTIME	24,383	31,221	23,000	23,000	32,500	23,000
20-03-5152 PHONE ALLOWANCE	0	300	0	0	0	0
20-03-5153 LONGEVITY	960	1,500	2,880	2,880	1,740	2,460
20-03-5154 CERTIFICATION PAY	4,756	6,784	7,100	7,100	7,900	7,900
20-03-5180 FICA	20,451	24,364	26,132	26,132	26,132	33,983
20-03-5182 HEALTH, DENTAL & LIFE	40,334	48,175	47,127	47,127	47,127	63,943
20-03-5186 MDC	4,783	5,698	6,111	6,111	6,111	7,948
20-03-5188 TMRS	38,342	46,017	48,902	48,902	48,902	68,201
20-03-5190 UNEMPLOYMENT INSURANCE	630	36	2,898	2,898	2,898	3,087
20-03-5192 WORKERS COMP	5,366	2,739	6,964	6,964	5,750	8,713
<b>TOTAL PERSONNEL</b>	<b>457,351</b>	<b>540,407</b>	<b>616,225</b>	<b>616,225</b>	<b>601,885</b>	<b>733,987</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
20-03-5214 CHEMICALS	87,591	117,279	180,000	180,000	130,000	130,000
20-03-5217 MINOR EQUIPMENT	2,815	7,866	11,000	11,000	11,000	19,000
20-03-5221 MATERIALS & SUPPLIES	21,146	43,779	36,000	36,000	36,000	40,000
20-03-5223 SAFETY EQUIPMENT	1,017	50	3,000	3,000	3,000	2,000
20-03-5240 GAS & OIL	0	0	0	0	1,000	0
20-03-5250 OFFICE SUPPLIES	308	340	700	700	700	1,000
20-03-5280 UNIFORMS	4,048	2,640	3,600	3,600	3,600	4,100
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>116,924</b>	<b>171,953</b>	<b>234,300</b>	<b>234,300</b>	<b>185,300</b>	<b>196,100</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
20-03-5503 BUILDING MAINTENANCE	405	10,214	4,000	4,000	4,000	12,000
20-03-5520 EQUIPMENT REPAIRS & MAINT	44,918	132,181	110,000	110,000	110,000	119,500
20-03-5555 MAINTENANCE CONTRACTS	22,054	3,711	10,000	10,000	10,000	46,100
20-03-5580 VEHICLE REPAIR & MAINT	3,089	1,990	4,000	4,000	4,000	4,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>70,466</b>	<b>148,095</b>	<b>128,000</b>	<b>128,000</b>	<b>128,000</b>	<b>182,100</b>
<b>CONTRACTUAL SERVICES</b>						
20-03-5600 CONTRACT LABOR	36,947	36,971	87,250	87,250	87,250	410,200
20-03-5609 EQUIPMENT RENTAL	728	3,333	3,000	3,000	3,000	3,000
20-03-5622 BRUSHY CREEK WASTEWATER	398,639	482,051	490,000	490,000	502,000	533,063
20-03-5626 EQUIPMENT LEASES	3,530	0	0	0	0	0
20-03-5630 DISPOSAL SERVICES	433	125	0	0	0	0
20-03-5631 CONTRACT SVCS - SLUDGE HAULING	70,950	196,036	120,000	120,000	120,000	120,000
20-03-5670 RATE STUDY CONSULTING	0	5,593	0	0	0	0
20-03-5698 WATER TESTING TDH	24,340	15,982	30,000	30,000	30,000	35,000
20-03-5725 WILLIAMSON CO. HEALTH DISTRICT	0	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>535,567</b>	<b>740,091</b>	<b>730,250</b>	<b>730,250</b>	<b>742,250</b>	<b>1,101,263</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
20-03-5800 UTILITIES	254,656	256,702	300,000	300,000	300,000	300,000
20-03-5807 CELL PHONE / PAGER	1,901	1,749	2,500	2,500	2,500	2,500
20-03-5810 TELEPHONE	1,487	2,265	2,000	2,000	2,000	2,000
20-03-5914 PERMIT / CCN FEES	11,779	11,425	10,100	10,100	10,100	10,101
20-03-5915 POSTAGE	21	6	200	200	200	1,000
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>269,844</b>	<b>272,147</b>	<b>314,800</b>	<b>314,800</b>	<b>314,800</b>	<b>315,601</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>SPECIAL EXPENSE/OTHER</b>						
20-03-6201 DUES & SUBSCRIPTIONS	0	111	2,500	2,500	2,500	2,500
20-03-6202 ADVERTISING & PRINTING	626	268	2,000	2,000	2,000	2,000
20-03-6380 TRAVEL & TRAINING	2,105	2,119	5,000	5,000	5,000	5,000
20-03-6850 FLEET RESERVE FUND	3,000	0	3,024	3,024	3,024	4,502
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>5,731</b>	<b>2,498</b>	<b>12,524</b>	<b>12,524</b>	<b>12,524</b>	<b>14,002</b>
<b>CAPITAL OUTLAY</b>						
20-03-7000 VEHICLES	0	24,872	0	0	0	28,000
20-03-7100 MAJOR EQUIPMENT	54,755	11,506	67,500	67,500	67,500	10,000
20-03-7701 SCADA EQUIPMENT	8,167	29,580	50,000	50,000	50,000	15,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>62,922</b>	<b>65,958</b>	<b>117,500</b>	<b>117,500</b>	<b>117,500</b>	<b>53,000</b>
<b>TOTAL WASTEWATER MAINTENANCE</b>	<b>1,518,804</b>	<b>1,941,147</b>	<b>2,153,599</b>	<b>2,153,599</b>	<b>2,102,259</b>	<b>2,596,053</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**20 -UTILITY FUND  
NON DEPARTMENTAL**

**PERSONNEL**

20-04-5010 SECTION 125 EXPENSE	845	1,090	650	650	975	975
20-04-5199 SUPPLEMENTAL BENEFITS	62	0	38,850	38,850	0	35,100
<b>TOTAL PERSONNEL</b>	<b>907</b>	<b>1,090</b>	<b>39,500</b>	<b>39,500</b>	<b>975</b>	<b>36,075</b>

**CONTRACTUAL SERVICES**

20-04-5607 AUDITOR FEES	11,010	19,000	11,010	11,010	20,000	21,160
20-04-5650 LEGAL FEES	118,958	2,109	12,600	12,600	12,600	7,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>129,968</b>	<b>21,109</b>	<b>23,610</b>	<b>23,610</b>	<b>32,600</b>	<b>28,660</b>

**UTILITIES,PERMITS & FEES**

20-04-5910 BANK FEES	0	30	0	0	0	0
20-04-5911 CREDIT CARD MERCHANT FEES	48,012	49,756	0	0	0	0
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>48,012</b>	<b>49,786</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SPECIAL EXPENSE/OTHER**

20-04-6205 INSURANCE (PROP & LIABILITY)	63,955	78,701	86,570	86,570	85,000	98,000
20-04-6383 CTSUD CCN EXPENSE	4,630	853	0	0	0	0
20-04-6811 BOND INSURANCE & ISSUANCE	0	-523	0	0	0	0
20-04-6903 COMPENSATED ABSENCES	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>68,585</b>	<b>79,031</b>	<b>86,570</b>	<b>86,570</b>	<b>85,000</b>	<b>98,000</b>

**CAPITAL OUTLAY**

20-04-7710 CTSUD CCN	0	450,000	25,000	25,000	25,000	275,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>450,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>275,000</b>

**TRANSFERS**

20-04-9000 TRANSFER OUT	1,360,000	1,360,000	1,250,000	1,250,000	1,250,000	1,250,000
20-04-9006 TRANSFER TO BCRUA DEBT SVC	5,272,361	5,743,721	6,047,310	6,047,310	6,047,310	6,311,189
20-04-9007 TRANSFER TO BCRWWS DEBT SVC	770,139	770,139	770,139	770,139	770,139	770,139
20-04-9008 TRANSFER TO CIP	0	1,030,000	250,000	250,000	250,000	0
20-04-9010 TRANSFER TO UT DEBT SERVICE	2,773,756	2,795,551	3,089,486	3,089,486	3,089,486	3,380,056
<b>TOTAL TRANSFERS</b>	<b>10,176,256</b>	<b>11,699,411</b>	<b>11,406,935</b>	<b>11,406,935</b>	<b>11,406,935</b>	<b>11,711,384</b>

**TOTAL NON DEPARTMENTAL**

<b>TOTAL NON DEPARTMENTAL</b>	<b>10,423,728</b>	<b>12,300,427</b>	<b>11,581,615</b>	<b>11,581,615</b>	<b>11,550,510</b>	<b>12,149,119</b>
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## **REGIONAL WATER PLANT**

The City of Leander is a partner with the cities of Cedar Park and Round Rock in the Brushy Creek Regional Utility Authority (BCRUA). The BCRUA placed the initial 17mgd water treatment plant into operation in the summer of 2012. By interlocal agreement among the parties, City of Leander employs the superintendent and plant operators. The City's Engineering Director oversees this division.

### **FY 2015-16 ACCOMPLISHMENTS**

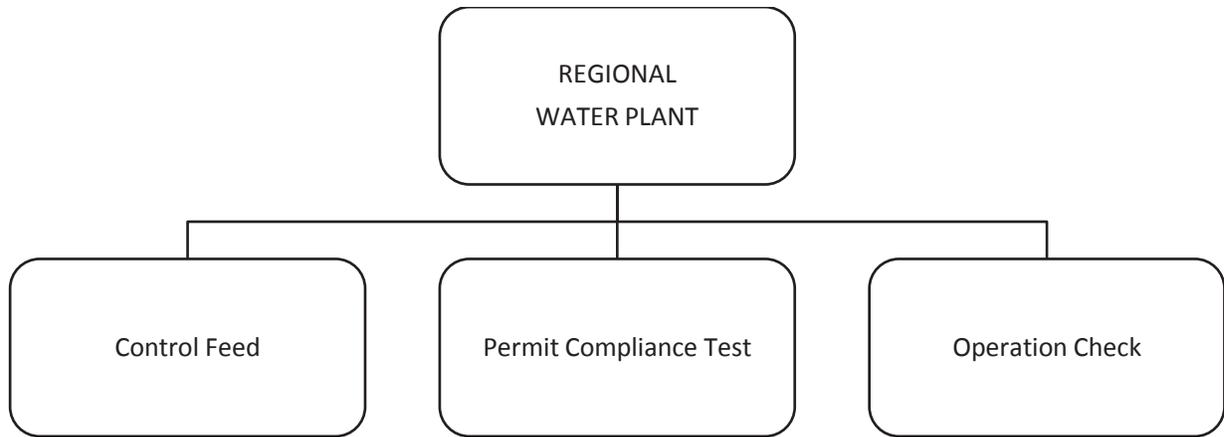
- Placed 17.8 mgd water treatment facility into service.
- Continued maintenance responsibilities for the raw water pump station; raw water transmission main; water plant facility; and treated water transmission main (including two delivery stations – one in Leander and the other in Cedar Park)

### **FY 2016-17 OBJECTIVES**

- Provide continuous source of treated water to the City of Leander and City of Cedar Park
- Coordinate current 12 hour to 24 hour continuous operation

### **SUMMARY OF SIGNIFICANT CHANGES**

The budget includes the addition of four new plant operators. The City is reimbursed by the BCRUA for personnel expenses.



PERSONNEL SUMMARY	FY 2014 BUDGET	FY 2015 BUDGET	FY 2016 BUDGET	FY 2017 PROPOSED
SUPERINTENDENT	1	1	1	1
WATER PLANT OPERATORS	3	3	3	7
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>8</b>

PERFORMANCE INDICATORS	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 PROPOSED
• Regulatory Compliance	0%	100%	100%

PROGRAM & SERVICES CONTACT INFORMATION		
Engineering Department	<a href="http://www.leandertx.gov/engineering">www.leandertx.gov/engineering</a>	(512) 528-2766
Brushy Creek Regional Utility Authority	<a href="http://www.bcrua.org">www.bcrua.org</a>	(512) 218-3234

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>20 -UTILITY FUND</b>						
<b>REGIONAL WATER PLANT</b>						
<b>PERSONNEL</b>						
20-05-5110 SUPERVISION	75,477	78,039	77,482	77,482	80,625	80,392
20-05-5120 OPERATIONS	129,869	133,119	133,395	133,395	136,890	232,958
20-05-5140 OVERTIME	0	114	0	0	20,000	0
20-05-5153 LONGEVITY	300	540	780	780	780	1,020
20-05-5154 CERTIFICATION PAY	3,175	3,105	3,000	3,000	3,000	3,200
20-05-5180 FICA	12,323	12,923	13,309	13,309	13,309	19,689
20-05-5182 HEALTH, DENTAL & LIFE	24,005	22,810	30,409	30,409	30,409	51,572
20-05-5186 MDC	2,882	3,022	3,113	3,113	3,113	4,605
20-05-5188 TMRS	23,016	23,925	24,906	24,906	24,906	39,633
20-05-5190 UNEMPLOYMENT INSURANCE	828	36	828	828	828	1,368
20-05-5192 WORKERS COMP	4,069	4,694	4,483	4,483	4,284	6,632
<b>TOTAL PERSONNEL</b>	<b>275,944</b>	<b>282,327</b>	<b>291,705</b>	<b>291,705</b>	<b>318,144</b>	<b>441,069</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
20-05-5221 MATERIALS & SUPPLIES	2,567	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>2,567</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CONTRACTUAL SERVICES</b>						
20-05-5650 LEGAL FEES	0	72,058	0	125,000	125,000	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>72,058</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>
<b>UTILITIES,PERMITS &amp; FEES</b>						
20-05-5807 CELL PHONE / PAGER	568	0	0	0	0	0
<b>TOTAL UTILITIES,PERMITS &amp; FEES</b>	<b>568</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SPECIAL EXPENSE/OTHER</b>						
20-05-6201 DUES & SUBSCRIPTIONS	0	0	0	0	100	0
20-05-6202 ADVERTISING & PRINTING	0	0	0	0	0	0
20-05-6380 TRAVEL & TRAINING	0	0	0	0	200	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>						
20-05-7400 LAND, EASEMENTS, ROW	0	1,724,620	0	850,000	850,000	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>1,724,620</b>	<b>0</b>	<b>850,000</b>	<b>850,000</b>	<b>0</b>
<b>TOTAL REGIONAL WATER PLANT</b>	<b>279,079</b>	<b>2,079,005</b>	<b>291,705</b>	<b>1,266,705</b>	<b>1,293,444</b>	<b>441,069</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>18,915,454</b>	<b>22,929,339</b>	<b>20,432,700</b>	<b>21,857,700</b>	<b>21,362,619</b>	<b>23,251,022</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-836,463</b>	<b>-1,391,088</b>	<b>0</b>	<b>0</b>	<b>2,116,438</b>	<b>357,678</b>

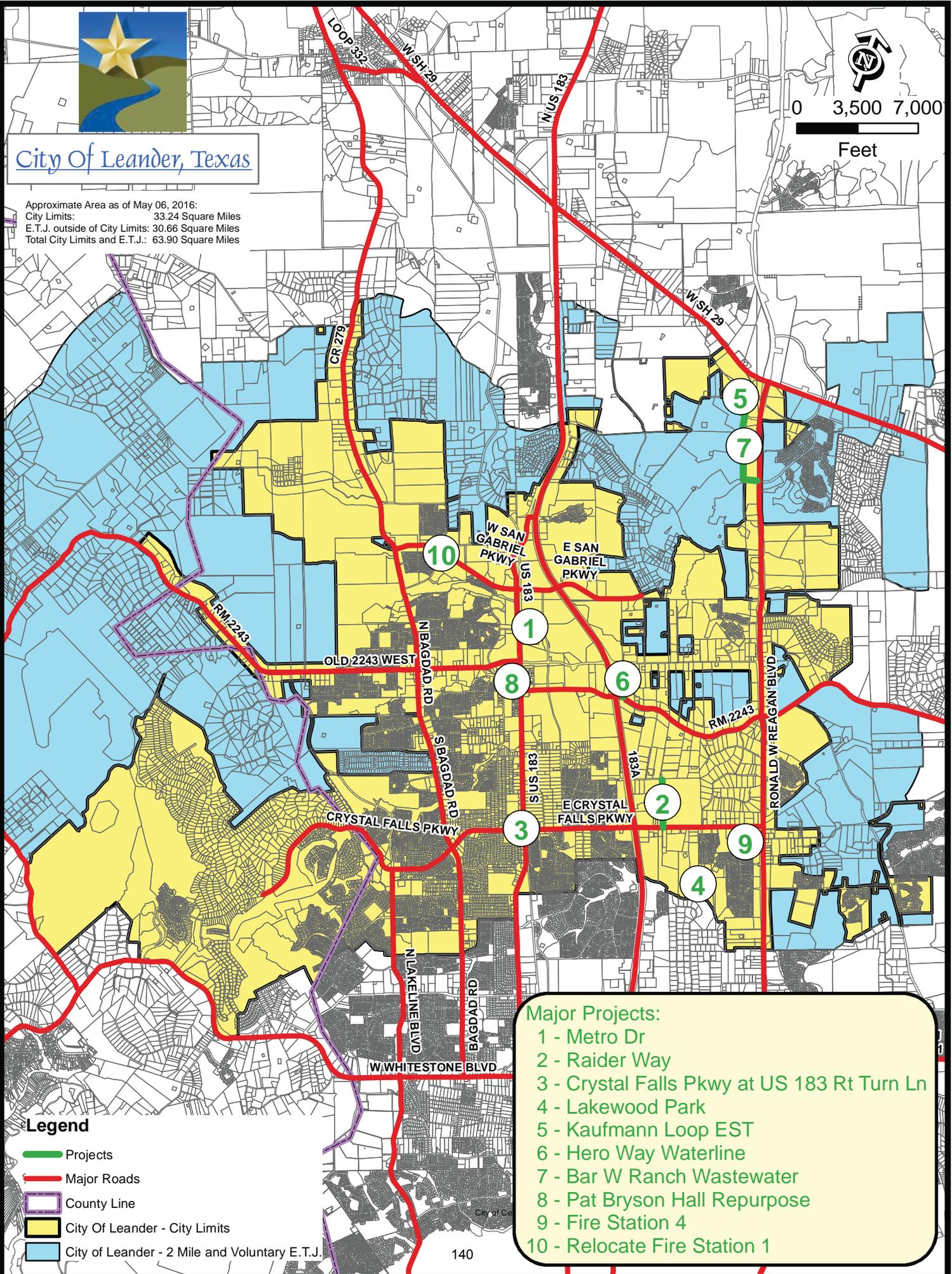
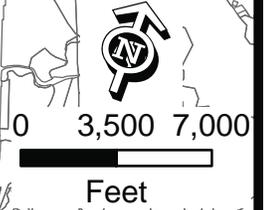
**FY 2016-17  
PROPOSED BUDGET**

**CAPITAL PROJECT  
FUNDS**



# City Of Leander, Texas

Approximate Area as of May 06, 2016:  
City Limits: 33.24 Square Miles  
E.T.J. outside of City Limits: 30.66 Square Miles  
Total City Limits and E.T.J.: 63.90 Square Miles

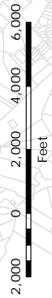


- Major Projects:**
- 1 - Metro Dr
  - 2 - Raider Way
  - 3 - Crystal Falls Pkwy at US 183 Rt Turn Ln
  - 4 - Lakewood Park
  - 5 - Kaufmann Loop EST
  - 6 - Hero Way Waterline
  - 7 - Bar W Ranch Wastewater
  - 8 - Pat Bryson Hall Repurpose
  - 9 - Fire Station 4
  - 10 - Relocate Fire Station 1

### Legend

- Projects
- Major Roads
- County Line
- City Of Leander - City Limits
- City of Leander - 2 Mile and Voluntary E.T.J.

SUMMARY TABLE	
+/-	94 lots Borbo
+/-	571 lots Bluffs at Crystal Falls
+/-	1,324 lots Bryson
+/-	233 lots Carnero's Ranch
+/-	266 lots Crystal Springs
+/-	750 lots Deerbrooke
+/-	380 lots Devine Lake
+/-	1,771 lots Fairways at Crystal Falls
+/-	79 lots Grand Mesa
+/-	81 lots Greatwoods
+/-	260 lots Hawkes Landing
+/-	15 lots Horseshoe Cove
+/-	51 lots Leander Crossing
+/-	1,160 lots Lively
+/-	217 lots Marbella
+/-	627 lots Mason Ranch
+/-	128 lots Maya Vista
+/-	186 lots Oak Creek
+/-	390 lots Palmera Ridge
+/-	501 lots Palmera Bluff
+/-	7 lots Parker Tract
+/-	93 lots Pecan Creek
+/-	604 lots Rancho Sierra
+/-	47 lots Reagan's Overlook
+/-	116 lots Savanna Ranch
+/-	223 lots Stewart Crossing
+/-	2,747 lots Travisso
+/-	152 lots Valley Vista
+/-	1,279 lots Wedemeyer
+/-	<b>12,752 LOTS TOTAL</b>



**CITY OF LEANDER, TEXAS**  
 Future Residential Development Map  
 Updated April 07, 2016

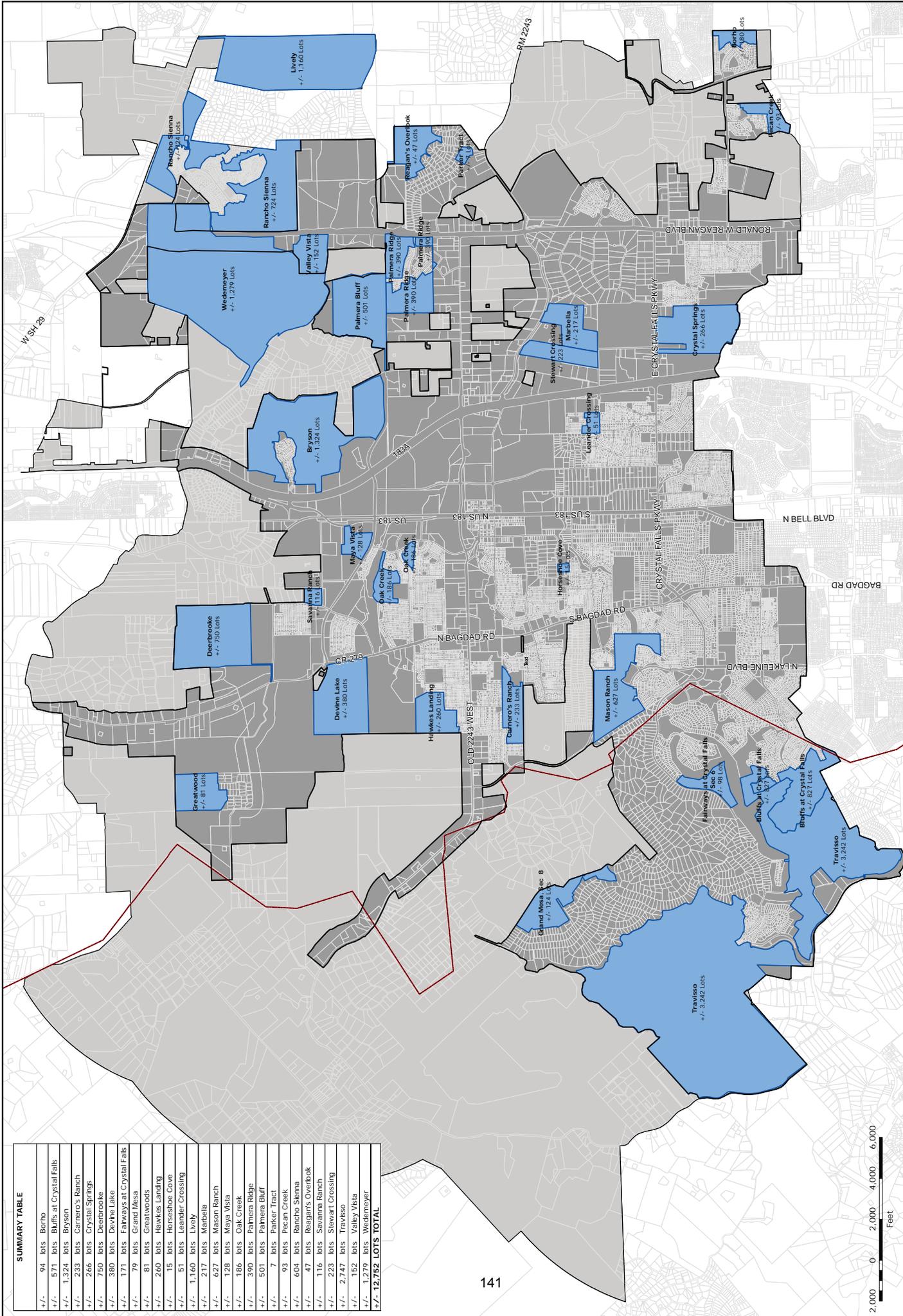


**CITY OF LEANDER CONTACTS**  
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 tyantis@leandertx.gov

**CITY OF LEANDER CONTACTS**  
 Mark Willis, MBA, CECD  
 Economic Development Director  
 512-528-2852  
 mwillis@leandertx.gov

- Active Subdivisions
- City Limits
- Extra-Territorial Jurisdiction

Lot counts shown are from approved preliminary data. Final lot counts may differ upon final plat of the property. This data is based on approved plans.





**FY 2016-17  
PROPOSED BUDGET**

**GENERAL PURPOSE  
CAPITAL PROJECTS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>TIA Fund-12</b>						
Beginning Fund Balance	26,157	579,925	155,632	241,379	241,379	295,446
<b>Revenues</b>	1,181,520	345,278	45,000	45,000	345,650	105,000
<b>Expenditures</b>						
CAPITAL IMPROVEMENTS	627,752	334,748	95,000	180,000	117,500	350,000
<b>Total Expenditures</b>	627,752	334,748	95,000	180,000	117,500	350,000
<b>Current Operating surplus/(deficit)</b>	553,768	10,530	(50,000)	(135,000)	228,150	(245,000)
Transfers In	0	0	0	0	0	0
Transfers Out	0	(48,000)	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	(48,000)	0	0	0	0
Ending Fund Balance	579,925	542,455	105,632	106,379	469,529	50,446
(less) Restricted Revenue	(126,993)	(301,076)	0	0	(174,083)	0
<b>Net Available Fund Balance</b>	452,932	241,379	105,632	106,379	295,446	50,446

Fund Summary: The Traffic Impact Fee fund was established by ordinance to provide developers the option to pay the City an "in-lieu of" fee rather than construct improvements to a substandard street if that street abutted the property being developed. The fund also establishes a fee to be paid by developers for the impact their development will have on traffic conditions.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>12 -TIA FUND REVENUES</b>						
<b>ADMINISTRATIVE</b>						
12-00-4062 TIA FEE IN LIEU	176,030	170,062	45,000	45,000	180,000	105,000
<b>TOTAL ADMINISTRATIVE</b>	<b>176,030</b>	<b>170,062</b>	<b>45,000</b>	<b>45,000</b>	<b>180,000</b>	<b>105,000</b>
<b>MISCELLANEOUS</b>						
12-00-4449 INTEREST INCOME	413	1,132	0	0	650	0
12-00-4486 SUBSTANDARD STREET IMPROVEMENT	69,116	174,083	0	0	165,000	0
12-00-4499 WILLIAMSON COUNTY	500,000	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>569,529</b>	<b>175,215</b>	<b>0</b>	<b>0</b>	<b>165,650</b>	<b>0</b>
<b>SPECIAL REVENUE</b>						
12-00-4625 LISD - INTERLOCAL AGREEMENT	435,961	0	0	0	0	0
<b>TOTAL SPECIAL REVENUE</b>	<b>435,961</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS</b>						
12-00-4900 TRANSFER IN	0	0	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>1,181,520</b>	<b>345,278</b>	<b>45,000</b>	<b>45,000</b>	<b>345,650</b>	<b>105,000</b>
<b>12 -TIA FUND CAPITAL IMPROVEMENTS</b>						
<b>CONTRACTUAL SERVICES</b>						
12-01-5600 CONTRACT LABOR	6,974	1,192	45,000	45,000	0	350,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>6,974</b>	<b>1,192</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>350,000</b>
<b>CAPITAL PROJECTS</b>						
12-01-8005 LAKELINE BLVD IMPROVEMENTS	11,560	0	0	85,000	110,000	0
12-01-8334 CR 179 RECONSTRUCTION	609,218	0	0	0	0	0
12-01-8387 MUNICIPAL DRIVE / BAGDAD SGNL	0	333,556	50,000	50,000	7,500	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>620,778</b>	<b>333,556</b>	<b>50,000</b>	<b>135,000</b>	<b>117,500</b>	<b>0</b>
<b>TRANSFERS</b>						
12-01-9008 TRANSFER TO CIP	0	48,000	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>48,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>627,752</b>	<b>382,748</b>	<b>95,000</b>	<b>180,000</b>	<b>117,500</b>	<b>350,000</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>627,752</b>	<b>382,748</b>	<b>95,000</b>	<b>180,000</b>	<b>117,500</b>	<b>350,000</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>553,768</b>	<b>-37,470</b>	<b>-50,000</b>	<b>-135,000</b>	<b>228,150</b>	<b>-245,000</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>General Purpose CIP-40</b>						
Beginning Fund Balance	(416,285)	(500,602)	2,322,484	2,702,174	2,702,174	4,171,102
<b>Revenues</b>	1,254,322	102,159	0	0	140,500	112,500
<b>Expenditures</b>						
GRANTS	291,235	1,170	0	0	0	0
CAPITAL PROJECTS	3,881,942	433,785	2,975,000	3,240,000	1,413,572	1,528,000
<b>Total Expenditures</b>	4,174,163	434,955	2,975,000	3,240,000	1,413,572	1,528,000
<b>Current Operating surplus/(deficit)</b>	(2,919,841)	(332,796)	(2,975,000)	(3,240,000)	(1,273,072)	(1,415,500)
Transfers In	2,835,524	3,558,327	2,767,000	2,767,000	2,767,000	171,572
Transfers Out	0	(22,755)	(25,000)	(70,300)	(25,000)	(2,817,000)
<b>Net Transfers In / (Out)</b>	2,835,524	3,535,572	2,742,000	2,696,700	2,742,000	(2,645,428)
Ending Fund Balance	(500,602)	2,702,174	2,089,484	2,158,874	4,171,102	110,174
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p>Fund Summary: The General Purpose Capital Projects fund is used to account for a variety of capital projects in which the source of funds is restricted to that purpose. Recent projects include the construction of Mel Mathis Avenue, East Crystal Falls intersection at US 183 and design for improvements to 2243 and Bagdad Road sidewalks. Carried over to the FY17 budget include the US 183 &amp; Crystal Falls intersection (\$493,000), \$440,000 for San Gabriel Parkway design, \$520,000 for the Police Department Sally Port and parking lot and \$75,000 for the City's portion of the Regional Animal Shelter expansion design. Transfers include \$2,000,000 for Pat Bryson renovations, \$770,000 for RM 2243/Hero Way PEC utility relocations and required transfers to the Public Arts fund as a result of Fire Station No. 4 construction and the Pat Bryson renovations.</p> </div>						

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**40 -GENERAL CAP PROJ  
REVENUES**

**MISCELLANEOUS**

40-00-4436 DEVELOPER CONTRIBUTIONS	1,254,121	0	0	0	37,500	112,500
40-00-4449 INTEREST INCOME	201	2,629	0	0	0	0
40-00-4457 MM PRJT CR273 & SAN GABRIEL T	0	99,530	0	0	0	0
40-00-4489 SALE OF ASSETS	0	0	0	0	103,000	0
<b>TOTAL MISCELLANEOUS</b>	<b>1,254,322</b>	<b>102,159</b>	<b>0</b>	<b>0</b>	<b>140,500</b>	<b>112,500</b>

**TRANSFERS**

40-00-4900 TRANSFER IN	2,835,524	3,558,327	2,767,000	2,767,000	2,767,000	171,572
<b>TOTAL TRANSFERS</b>	<b>2,835,524</b>	<b>3,558,327</b>	<b>2,767,000</b>	<b>2,767,000</b>	<b>2,767,000</b>	<b>171,572</b>

**TOTAL REVENUES**

<b>TOTAL REVENUES</b>	<b>4,089,846</b>	<b>3,660,486</b>	<b>2,767,000</b>	<b>2,767,000</b>	<b>2,907,500</b>	<b>284,072</b>
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**40 -GENERAL CAP PROJ  
CAPITAL PROJECTS**

**CAPITAL OUTLAY**

40-02-7364 LAKELINE BLVD EXTENSION ROW	985	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>985</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECTS**

40-02-8335 LEANDER T	291,235	1,170	0	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>291,235</b>	<b>1,170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TOTAL CAPITAL PROJECTS**

<b>TOTAL CAPITAL PROJECTS</b>	<b>292,220</b>	<b>1,170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**40 -GENERAL CAP PROJ  
CAPITAL PROJECTS**

**CONTRACTUAL SERVICES**

40-04-5650 LEGAL FEES	0	2,946	0	0	0	0
40-04-5709 REGIONAL ANIMAL SHELTER	0	0	75,000	75,000	0	75,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>2,946</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>

**CAPITAL OUTLAY**

40-04-7400 LAND, EASEMENTS, ROW	237,550	0	0	0	0	0
40-04-7501 POLICE CAD SYSTEM	370,592	196,603	0	0	35,000	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>608,142</b>	<b>196,603</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>CAPITAL PROJECTS</b>						
40-04-8005 LAKELINE BLVD IMPROVEMENTS	34,445	47,510	0	0	0	0
40-04-8013 BAGDAD SIDEWALKS	0	77,563	800,000	800,000	600,000	0
40-04-8022 US183 & CRYSTAL FALLS	0	53,600	500,000	500,000	7,000	493,000
40-04-8026 US183/183A INTERSECTION	1,250,013	0	0	100,000	15,000	0
40-04-8028 BAGDAD (N) STREET AND DRAINAGE	99,093	39,327	0	0	0	0
40-04-8321 CITY HALL REMODEL	0	0	0	165,000	170,000	0
40-04-8324 PAT BRYSON RENOVATION	0	5,400	485,000	485,000	175,000	0
40-04-8342 E. CRYSTAL FALLS ROADWAY	479,014	10,836	0	0	0	0
40-04-8385 OLD 2243 WEST / HERO WAY	1,411,235	0	0	0	0	0
40-04-8386 SAN GABRIEL PARKWAY	0	0	565,000	565,000	125,000	440,000
40-04-8391 RAIDER WAY/WOODVIEW	0	0	0	0	125,000	0
40-04-8392 METRO DRIVE	0	0	0	0	46,572	0
40-04-8402 POLICE BLDG IMPROVEMENTS	0	0	550,000	550,000	115,000	520,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>3,273,800</b>	<b>234,236</b>	<b>2,900,000</b>	<b>3,165,000</b>	<b>1,378,572</b>	<b>1,453,000</b>
<b>TRANSFERS</b>						
40-04-9000 TRANSFER OUT	0	22,755	25,000	70,300	25,000	2,817,000
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>22,755</b>	<b>25,000</b>	<b>70,300</b>	<b>25,000</b>	<b>2,817,000</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>3,881,942</b>	<b>456,540</b>	<b>3,000,000</b>	<b>3,310,300</b>	<b>1,438,572</b>	<b>4,345,000</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>4,174,163</b>	<b>457,710</b>	<b>3,000,000</b>	<b>3,310,300</b>	<b>1,438,572</b>	<b>4,345,000</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-84,317</b>	<b>3,202,777</b>	<b>-233,000</b>	<b>-543,300</b>	<b>1,468,928</b>	<b>-4,060,928</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>\$6M 2010 GO Bonds-53</b>						
Beginning Fund Balance	2,056,623	237,105	0	0	0	0
<b>Revenues</b>	527	82	0	0	0	0
<b>Expenditures</b>						
2010 BOND PROJECTS	1,820,045	237,187	0	0	0	0
<b>Total Expenditures</b>	1,820,045	237,187	0	0	0	0
<b>Current Operating surplus/(deficit)</b>	(1,819,518)	(237,105)	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	237,105	0	0	0	0	0

Fund Summary: In 2010, the City issued the remaining \$6,000,000 of voter-approved bonds from the 2006 election to finish various roadway projects. This fund was established to account for those projects.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**53 -6M BOND SERIES 2010  
REVENUES**

**MISCELLANEOUS**

53-00-4449 INTEREST INCOME	527	82	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>527</b>	<b>82</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

53-00-4900 TRANSFER IN	0	0	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>527</b>	<b>82</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**53 -6M BOND SERIES 2010  
6M BOND SERIES 2010**

**CAPITAL PROJECTS**

53-01-8327 COUNTY GLEN DRAINAGE	102,520	0	0	0	0	0
53-01-8335 LEANDER T	5,162	450	0	0	0	0
53-01-8342 E.CRYSTAL FALLS ROADWAY	1,720,480	236,737	0	0	0	0
53-01-8385 OLD 2243	-8,117	0	0	0	0	0
53-01-8386 SAN GABRIEL PARKWAY	0	0	0	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>1,820,045</b>	<b>237,187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL 6M BOND SERIES 2010</b>	<b>1,820,045</b>	<b>237,187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>1,820,045</b>	<b>237,187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-1,819,517</b>	<b>-237,105</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>2015 Bond Series-54</b>						
Beginning Fund Balance	0	(4,250)	15,591,066	19,529,723	19,529,723	9,899,542
<b>Revenues</b>	0	30,421,836	14,095,500	8,797,868	4,640,453	3,195,000
<b>Expenditures</b>						
CAPITAL PROJECTS	4,250	9,377,536	29,686,566	26,325,644	14,270,634	13,571,205
<b>Total Expenditures</b>	4,250	9,377,536	29,686,566	26,325,644	14,270,634	13,571,205
<b>Current Operating surplus/(deficit)</b>	(4,250)	21,044,300	(15,591,066)	(17,527,776)	(9,630,181)	(10,376,205)
Transfers In	0	0	0	0	0	770,000
Transfers Out	0	(1,510,327)	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	(1,510,327)	0	0	0	770,000
Ending Fund Balance	(4,250)	19,529,723	0	2,001,947	9,899,542	293,337

Fund Summary: In 2015, the City issued \$28 million in Certificates of Obligation for various capital projects including major roadways, two fire stations, parkland and park improvements. The City anticipates project cost sharing with Williamson County for the construction of two of the roadway projects - 2243 from US 183 to Lakeline and Bagdad north from 2243 to new LISD High School #6. This fund was established to account for these projects. Due to rising construction costs, additional funding will come from the issuance of Series 2016 Certificates of Obligation.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>54 -CO SERIES 2015 REVENUES</b>						
<b>ADMINISTRATIVE</b>						
54-00-4013 BOND PROCEEDS	0	28,416,838	0	0	0	0
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>28,416,838</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MISCELLANEOUS</b>						
54-00-4436 DEVELOPER CONTRIBUTIONS	0	0	0	0	80,453	0
54-00-4449 INTEREST INCOME	0	10,597	42,500	42,500	60,000	15,000
54-00-4499 WILLIAMSON COUNTY	0	1,969,011	14,053,000	8,755,368	4,500,000	3,180,000
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>1,979,608</b>	<b>14,095,500</b>	<b>8,797,868</b>	<b>4,640,453</b>	<b>3,195,000</b>
<b>SPECIAL REVENUE</b>						
54-00-4625 LISD - INTERLOCAL AGREEMENT	0	25,390	0	0	0	0
<b>TOTAL POLICE SPECIAL REVENUE</b>	<b>0</b>	<b>25,390</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS</b>						
54-00-4900 TRANSFER IN	0	0	0	0	0	770,000
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>770,000</b>
<b>TOTAL REVENUES</b>	<b>0</b>	<b>30,421,836</b>	<b>14,095,500</b>	<b>8,797,868</b>	<b>4,640,453</b>	<b>3,965,000</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>54 -CO SERIES 2015 CAPITAL PROJECTS</b>						
<b>CONTRACTUAL SERVICES</b>						
54-01-5650 LEGAL FEES	0	23,644	0	0	25,000	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>23,644</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
<b>SPECIAL EXPENSE/OTHER</b>						
54-01-6811 BOND ISSUANCE COSTS	0	302,255	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>302,255</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>						
54-01-7420 PARKLAND ACQUISITION	4,250	1,763,330	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>4,250</b>	<b>1,763,330</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL PROJECTS</b>						
54-01-8202 BENBROOK RANCH REGIONAL PARK	0	657,291	0	342,710	342,709	0
54-01-8282 BAGDAD (N) STREET & DRAINAGE	0	536,587	9,197,673	1,000,000	500,000	0
54-01-8352 FIRE STATION #1	0	0	2,947,091	0	0	0
54-01-8354 FIRE STATION #4	0	97,070	2,168,275	2,168,275	500,000	2,071,205
54-01-8385 OLD 2243 WEST / HERO WAY	0	2,535,006	15,373,527	22,564,659	12,650,000	11,500,000
54-01-8387 MUNICIPAL DRIVE	0	2,506,099	0	0	-12,075	0
54-01-8388 EAST STREET	0	113,545	0	200,000	200,000	0
54-01-8627 RIDGMAR LANDING WATERLINE	0	842,708	0	50,000	65,000	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>7,288,306</b>	<b>29,686,566</b>	<b>26,325,644</b>	<b>14,245,634</b>	<b>13,571,205</b>
<b>TRANSFERS</b>						
54-01-9008 TRANSFER TO CIP	0	1,510,327	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>1,510,327</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>4,250</b>	<b>10,887,863</b>	<b>29,686,566</b>	<b>26,325,644</b>	<b>14,270,634</b>	<b>13,571,205</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>4,250</b>	<b>10,887,863</b>	<b>29,686,566</b>	<b>26,325,644</b>	<b>14,270,634</b>	<b>13,571,205</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-4,250</b>	<b>19,533,973</b>	<b>-15,591,066</b>	<b>-17,527,776</b>	<b>-9,630,181</b>	<b>-9,606,205</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Series 2016 Certificates-55</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	20,747,632
<b>Expenditures</b>						
CAPITAL PROJECTS	0	0	0	0	0	20,647,091
<b>Total Expenditures</b>	0	0	0	0	0	20,647,091
<b>Current Operating surplus/(deficit)</b>	0	0	0	0	0	100,541
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	100,541

Fund Summary: In 2015, the City issued \$28 million in Certificates of Obligation for various capital projects including major roadways, two fire stations, parkland and park improvements. Due to rising construction costs, additional funding is necessary from the issuance of Series 2016 Certificates of Obligation. Several additional projects including infrastructure for economic development and the renovation of the Pat Bryson Municipal will be funded from this fund.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**55 -CO SERIES 2016  
REVENUES**

**ADMINISTRATIVE**

55-00-4013 BOND PROCEEDS	0	0	0	0	0	13,350,000
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,350,000</b>

**MISCELLANEOUS**

55-00-4449 INTEREST INCOME	0	0	0	0	0	100,000
55-00-4499 WILLIAMSON COUNTY	0	0	0	0	0	5,297,632
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,397,632</b>

**TRANSFERS**

55-00-4900 TRANSFER IN	0	0	0	0	0	2,000,000
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>

<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,747,632</b>
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**55 -CO SERIES 2016  
CAPITAL PROJECTS**

**CAPITAL PROJECTS**

55-01-8282 BAGDAD (N) STREET IMPROVEMENTS	0	0	0	0	0	12,500,000
55-01-8324 PAT BRYSON RENOVATION	0	0	0	0	0	2,200,000
55-01-8336 TIRZ NO. 2 ROADWAY	0	0	0	0	0	3,000,000
55-01-8352 FIRE STATION #1	0	0	0	0	0	2,947,091
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,647,091</b>

<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,647,091</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,647,091</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,541</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>GO Bonds 2016 / TRN - 501</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	8,970,000
<b>Expenditures</b>						
CAPITAL PROJECTS	0	0	0	0	0	8,970,000
<b>Total Expenditures</b>	0	0	0	0	0	8,970,000
<b>Current Operating surplus/(deficit)</b>	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	0

Fund Summary: In May 2016, voters approved four general obligation bond propositions totalling \$71,635,000. Transportation projects make up \$22,800,000 of that amount for the following projects - Metro Drive, Raider Way, North Brushy, East Street, San Gabriel and the intersection of West South and South West streets.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**501-GO BONDS 2016 - TRN  
REVENUES**

**ADMINISTRATIVE**

501-00-4013 BOND PROCEEDS	0	0	0	0	0	8,970,000
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,970,000</b>

<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,970,000</b>
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**501-GO BONDS 2016 - TRN  
CIP - TRANSPORTATION**

**CAPITAL PROJECTS**

501-01-8027 N. BRUSHY STREETSCAPE	0	0	0	0	0	1,000,000
501-01-8391 RAIDER WAY/WOODVIEW	0	0	0	0	0	1,864,195
501-01-8392 METRO DRIVE	0	0	0	0	0	6,105,805
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,970,000</b>

<b>TOTAL CIP - TRANSPORTATION</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,970,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,970,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>GO Bonds 2016 / Parks - 502</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	6,745,000
<b>Expenditures</b>						
CAPITAL PROJECTS	0	0	0	0	0	6,745,000
<b>Total Expenditures</b>	0	0	0	0	0	6,745,000
<b>Current Operating surplus/(deficit)</b>	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	0

Fund Summary: In May 2016, voters approved four general obligation bond propositions totalling \$71,635,000. Park & Recreation projects make up \$26,650,000 of that amount for such projects as parkland acquisition, improvements to Lakewood Park, Veterans Park, landscaping and trails.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**502-GO BONDS 2016 - PARKS  
REVENUES**

**ADMINISTRATIVE**

502-00-4013 BOND PROCEEDS	0	0	0	0	0	6,745,000
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,745,000</b>

<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,745,000</b>
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**502-GO BONDS 2016 - PARKS  
CIP - PARKS & RECREATION**

**CAPITAL OUTLAY**

502-01-7420 PARKLAND ACQUISITION	0	0	0	0	0	2,500,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>

**CAPITAL PROJECTS**

502-01-8208 LAKEWOOD PARK	0	0	0	0	0	565,000
502-01-8209 BLEDSOE PARK	0	0	0	0	0	1,901,000
502-01-8210 VETERANS PARK	0	0	0	0	0	600,000
502-01-8211 MASON CREEK TRAIL	0	0	0	0	0	569,000
502-01-8342 E. CRYSTAL FALLS LANDSCAPING	0	0	0	0	0	610,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,245,000</b>

<b>TOTAL CIP - PARKS &amp; RECREATION</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,745,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,745,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>GO Bonds 2016 / Senior Center - 503</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	500,000
<b>Expenditures</b>						
CAPITAL PROJECTS	0	0	0	0	0	500,000
<b>Total Expenditures</b>	0	0	0	0	0	500,000
<b>Current Operating surplus/(deficit)</b>	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0	0

Fund Summary: In May 2016, voters approved four general obligation bond propositions totalling \$71,635,000. Proposition 4 was for a senior center in the amount of \$4,185,000. The FY 17 budget includes funds to begin preliminary planning and design.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>503-GO BONDS 2016 - SENIOR CENTER REVENUES</b>						
<b>ADMINISTRATIVE</b>						
503-00-4013 BOND PROCEEDS	0	0	0	0	0	500,000
TOTAL ADMINISTRATIVE	0	0	0	0	0	500,000
TOTAL REVENUES	0	0	0	0	0	500,000
<b>CAPITAL PROJECTS</b>						
503-01-8225 SENIOR CENTER	0	0	0	0	0	500,000
TOTAL CAPITAL PROJECTS	0	0	0	0	0	500,000
TOTAL CIP - SENIOR CENTER	0	0	0	0	0	500,000
FUND TOTAL EXPENDITURES	0	0	0	0	0	500,000
*** REVENUES OVER(UNDER) EXPENSES ***	0	0	0	0	0	0

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Park Dedication-75</b>						
Beginning Fund Balance	449,607	731,573	527,573	776,598	776,598	626,373
<b>Revenues</b>	208,314	527,541	200,000	200,000	144,775	200,000
<b>Expenditures</b>						
PARKS & RECREATION	112,348	1,377,516	585,000	585,000	305,000	315,000
<b>Total Expenditures</b>	112,348	1,377,516	585,000	585,000	305,000	315,000
<b>Current Operating surplus/(deficit)</b>	95,966	(849,975)	0	0	0	0
Transfers In	200,000	895,000	0	0	10,000	0
Transfers Out	(14,000)	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	186,000	895,000	0	0	10,000	0
Ending Fund Balance	731,573	776,598	142,573	391,598	626,373	511,373

Fund Summary: The Park Dedication Fund was established to account for funds collected during the subdivision platting process. The City's subdivision ordinance requires developers of residential property to set aside parkland ("parkland dedication") or pay an "in-lieu of" fee. The City then can use these funds for the future acquisition of parkland or for improvements to existing parks. In 2017, \$270,000 is budgeted for Lakewood Park.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>75 -PARK DEDICATION FUND</b>						
<b>REVENUES</b>						
<b>DONATIONS</b>						
75-00-4263 DONATIONS VETERANS MEMORIAL	0	35,944	0	0	1,625	0
<b>TOTAL DONATIONS</b>	<b>0</b>	<b>35,944</b>	<b>0</b>	<b>0</b>	<b>1,625</b>	<b>0</b>
<b>MISCELLANEOUS</b>						
75-00-4436 DEVELOPERS CONTRIBUTION	0	25,000	0	0	0	0
75-00-4439 TREE MITIGATION-SUBDIVISION ORD	0	0	0	0	22,150	0
75-00-4449 INTEREST INCOME	1,411	1,108	0	0	1,000	0
<b>TOTAL MISCELLANEOUS</b>	<b>1,411</b>	<b>26,108</b>	<b>0</b>	<b>0</b>	<b>23,150</b>	<b>0</b>
<b>RECREATION FEES</b>						
75-00-4775 PARK ORDINANCE DEDICATION	206,903	465,489	200,000	200,000	120,000	200,000
<b>TOTAL RECREATION FEES</b>	<b>206,903</b>	<b>465,489</b>	<b>200,000</b>	<b>200,000</b>	<b>120,000</b>	<b>200,000</b>
<b>TRANSFERS</b>						
75-00-4900 TRANSFER IN	200,000	895,000	0	0	10,000	0
<b>TOTAL TRANSFERS</b>	<b>200,000</b>	<b>895,000</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>408,314</b>	<b>1,422,541</b>	<b>200,000</b>	<b>200,000</b>	<b>154,775</b>	<b>200,000</b>
<b>75 -PARK DEDICATION FUND</b>						
<b>PARK DEDICATION FUND</b>						
<b>CAPITAL OUTLAY</b>						
75-23-7420 PARKLAND ACQUISITION	2,000	78,772	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,000</b>	<b>78,772</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL PROJECTS</b>						
75-23-8202 BENBROOK RANCH EXPENSE	81,397	1,210,484	0	0	100,000	0
75-23-8204 PARK CONSTRUCTION - RESTRICTED	28,951	19,927	45,000	45,000	10,000	45,000
75-23-8208 LAKEWOOD PARK	0	0	300,000	300,000	30,000	270,000
75-23-8210 VETERANS PARK	0	68,333	240,000	240,000	165,000	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>110,348</b>	<b>1,298,744</b>	<b>585,000</b>	<b>585,000</b>	<b>305,000</b>	<b>315,000</b>
<b>TRANSFERS</b>						
75-23-9000 TRANSFER OUT	14,000	0	0	0	0	0
<b>TOTAL TRANSFERS</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PARK DEDICATION FUND</b>	<b>126,348</b>	<b>1,377,516</b>	<b>585,000</b>	<b>585,000</b>	<b>305,000</b>	<b>315,000</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>126,348</b>	<b>1,377,516</b>	<b>585,000</b>	<b>585,000</b>	<b>305,000</b>	<b>315,000</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>281,966</b>	<b>45,024</b>	<b>-385,000</b>	<b>-385,000</b>	<b>-150,225</b>	<b>-115,000</b>



**FY 2016-17  
PROPOSED BUDGET**

**UTILITY FUND  
CAPITAL PROJECTS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Water Impact Fee Fund-25</b>						
Beginning Fund Balance	1,476,385	3,105,675	5,635,199	6,322,443	6,322,443	8,725,533
<b>Revenues</b>	4,784,588	6,459,743	4,656,000	4,656,000	6,286,500	4,656,000
<b>Expenditures</b>						
CIP PROJECTS	625,321	625,929	626,410	626,410	626,410	625,762
WATER IMPACT FEE	2,279,977	1,642,046	7,104,546	7,604,546	2,757,000	7,204,280
<b>Total Expenditures</b>	2,905,298	2,267,975	7,730,956	8,230,956	3,383,410	7,830,042
<b>Current Operating surplus/(deficit)</b>	1,879,290	4,191,768	(3,074,956)	(3,574,956)	2,903,090	(3,174,042)
Transfers In	0	0	0	0	0	0
Transfers Out	(250,000)	(975,000)	(1,005,000)	(1,005,000)	(500,000)	(1,005,000)
<b>Net Transfers In / (Out)</b>	(250,000)	(975,000)	(1,005,000)	(1,005,000)	(500,000)	(1,005,000)
Ending Fund Balance	3,105,675	6,322,443	1,555,243	1,742,487	8,725,533	4,546,491

Fund Summary: The Water Impact Fee fund has been established in accordance with state law that allows a municipality to assess impact fees on development to pay for the offsite impacts of that development on the municipality's utility system. The City periodically updates the capital improvements plan which is required by state law before a fee can be established.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**25 -UTILITY PROJ WATER IMPACT REVENUES**

**ADMINISTRATIVE**

25-00-4085 WATER IMPACT FEES	4,778,682	6,450,753	4,656,000	4,656,000	6,000,000	4,656,000
<b>TOTAL ADMINISTRATIVE</b>	<b>4,778,682</b>	<b>6,450,753</b>	<b>4,656,000</b>	<b>4,656,000</b>	<b>6,000,000</b>	<b>4,656,000</b>

**MISCELLANEOUS**

25-00-4436 DEVELOPER CONTRIBUTIONS	0	0	0	0	278,500	0
25-00-4449 INTEREST INCOME	5,906	8,990	0	0	8,000	0
<b>TOTAL MISCELLANEOUS</b>	<b>5,906</b>	<b>8,990</b>	<b>0</b>	<b>0</b>	<b>286,500</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>4,784,588</b>	<b>6,459,743</b>	<b>4,656,000</b>	<b>4,656,000</b>	<b>6,286,500</b>	<b>4,656,000</b>
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**25 -UTILITY PROJ WATER IMPACT PRINCIPAL & INTEREST**

**INTEREST**

25-01-9236 INTEREST \$3.0M TAX NOTES 2012	34,321	25,929	17,410	17,410	17,410	8,762
<b>TOTAL INTEREST</b>	<b>34,321</b>	<b>25,929</b>	<b>17,410</b>	<b>17,410</b>	<b>17,410</b>	<b>8,762</b>

**PRINCIPAL**

25-01-9632 PRINCIPAL 3.0M TAX NOTES 2012	591,000	600,000	609,000	609,000	609,000	617,000
<b>TOTAL PRINCIPAL</b>	<b>591,000</b>	<b>600,000</b>	<b>609,000</b>	<b>609,000</b>	<b>609,000</b>	<b>617,000</b>

<b>TOTAL PRINCIPAL &amp; INTEREST</b>	<b>625,321</b>	<b>625,929</b>	<b>626,410</b>	<b>626,410</b>	<b>626,410</b>	<b>625,762</b>
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**25 -UTILITY PROJ WATER IMPACT WATER IMPACT FEE PROJECTS**

**CONTRACTUAL SERVICES**

25-31-5681 WATER MASTER PLAN	9,774	20,433	25,000	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>9,774</b>	<b>20,433</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**CAPITAL PROJECTS**

25-31-8306 RONALD REAGAN 24 WATERLINE"	1,223,761	1,037,128	1,500,000	1,500,000	1,250,000	0
25-31-8320 HERO WAY WATERLINE	0	88,988	325,000	325,000	125,000	389,000
25-31-8328 CRYSTAL FALL EST	648,744	0	0	0	0	0
25-31-8606 IMPACT FEE EXPENSE - WATER	55,725	0	0	0	0	0
25-31-8612 IMPACT FEE REFUND-SARITA VALLE	127,797	33,183	0	0	0	0
25-31-8618 IMPACT FEES-REAGAN'S OVERLOOK	0	0	0	500,000	552,000	0
25-31-8624 SAN GABRIEL WATERLINE 24"	0	0	0	700,000	130,000	120,000
25-31-8625 REAGAN EST/GST/BOOSTER STATION	0	0	0	0	0	2,490,000
25-31-8626 GRAND MESA 8 / HIGH LONESOME	0	0	50,000	50,000	50,000	50,000
25-31-8628 CRESCENT DEVELOPMENT WATER	0	57,036	490,000	490,000	135,000	232,800

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
25-31-8629 NAMELESS VALLEY DEVELOPMENT	214,176	382,092	454,546	454,546	325,000	372,480
25-31-8631 PALMERA RIDGE WATER	0	0	60,000	60,000	60,000	0
25-31-8632 KAUFFMAN LOOP EST & PUMP STA	0	23,185	3,500,000	3,500,000	105,000	2,850,000
25-31-8635 LIVELY WATERLINE	0	0	0	0	0	125,000
25-31-8636 METRO DRIVE WATERLINE	0	0	0	0	0	500,000
25-31-8638 PARKWAY CROSSING WATERLINE	0	0	0	0	0	50,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>2,270,203</b>	<b>1,621,613</b>	<b>7,079,546</b>	<b>7,579,546</b>	<b>2,732,000</b>	<b>7,179,280</b>
<b>TRANSFERS</b>						
25-31-9000 TRANSFER OUT	250,000	975,000	1,005,000	1,005,000	500,000	1,005,000
<b>TOTAL TRANSFERS</b>	<b>250,000</b>	<b>975,000</b>	<b>1,005,000</b>	<b>1,005,000</b>	<b>500,000</b>	<b>1,005,000</b>
<b>TOTAL WATER IMPACT FEE PROJECTS</b>	<b>2,529,977</b>	<b>2,617,046</b>	<b>8,109,546</b>	<b>8,609,546</b>	<b>3,257,000</b>	<b>8,209,280</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>3,155,298</b>	<b>3,242,975</b>	<b>8,735,956</b>	<b>9,235,956</b>	<b>3,883,410</b>	<b>8,835,042</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>1,629,290</b>	<b>3,216,768</b>	<b>-4,079,956</b>	<b>-4,579,956</b>	<b>2,403,090</b>	<b>-1,394,308</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Wastewater Impact Fee Fund-26</b>						
Beginning Fund Balance	1,953,010	3,222,832	4,943,832	5,025,988	5,025,988	2,880,188
<b>Revenues</b>	1,640,956	2,340,003	1,938,000	1,938,000	2,159,200	1,938,000
<b>Expenditures</b>						
WASTEWATER IMPACT FEE	121,134	286,847	5,411,000	5,411,000	540,000	980,300
<b>Total Expenditures</b>	121,134	286,847	5,411,000	5,411,000	540,000	980,300
<b>Current Operating surplus/(deficit)</b>	1,519,822	2,053,156	(3,473,000)	(3,473,000)	1,619,200	957,700
Transfers In	0	0	0	0	0	0
Transfers Out	(250,000)	(250,000)	(1,025,000)	(1,025,000)	(3,765,000)	(1,526,500)
<b>Net Transfers In / (Out)</b>	(250,000)	(250,000)	(1,025,000)	(1,025,000)	(3,765,000)	(1,526,500)
Ending Fund Balance	3,222,832	5,025,988	445,832	527,988	2,880,188	2,311,388

Fund Summary: The Wastewater Impact Fee fund has been established in accordance with state law that allows a municipality to assess impact fees on development to pay for the offsite impacts of that development on the municipality's utility system. The City periodically updates the capital improvements plan which is required by state law before a fee can be established.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>26 -UTILITY PROJ WW IMPACT REVENUES</b>						
<b>ADMINISTRATIVE</b>						
26-00-4070 WASTEWATER IMPACT FEES	1,634,590	2,332,228	1,938,000	1,938,000	2,100,000	1,938,000
26-00-4073 LIBERTY HILL WW SYSTEM FEE	0	0	0	0	53,200	0
<b>TOTAL ADMINISTRATIVE</b>	<b>1,634,590</b>	<b>2,332,228</b>	<b>1,938,000</b>	<b>1,938,000</b>	<b>2,153,200</b>	<b>1,938,000</b>
<b>MISCELLANEOUS</b>						
26-00-4449 INTEREST INCOME	6,366	7,775	0	0	6,000	0
<b>TOTAL MISCELLANEOUS</b>	<b>6,366</b>	<b>7,775</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>1,640,956</b>	<b>2,340,003</b>	<b>1,938,000</b>	<b>1,938,000</b>	<b>2,159,200</b>	<b>1,938,000</b>
<b>26 -UTILITY PROJ WW IMPACT WASTEWATER CIF</b>						
<b>CONTRACTUAL SERVICES</b>						
26-01-5682 WASTEWATER MASTER PLAN	0	508	25,000	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>508</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>CAPITAL PROJECTS</b>						
26-01-8702 BRUSHY CREEK WW INTERCEPTOR	0	0	1,250,000	1,250,000	0	0
26-01-8703 COUNTY GLEN INTERCEPTOR	17,774	0	0	0	0	0
26-01-8705 KEY DEER OFFSITE IMPROVEMENTS	0	0	0	0	0	0
26-01-8720 NAMELESS VALLEY DEVELOPMENT WW	103,360	271,320	484,500	484,500	300,000	258,400
26-01-8721 WEDEMEYER DEV AGR	0	0	3,000,000	3,000,000	0	0
26-01-8722 PALMERA RIDGE WW	0	0	150,000	150,000	150,000	150,000
26-01-8723 CRESCENT DEVELOPMENT WW	0	15,020	0	0	60,000	96,900
26-01-8724 RANCHO SIENNA LIFT STATIONS	0	0	501,500	501,500	0	0
26-01-8726 MARBELLA WW	0	0	0	0	5,000	150,000
26-01-8727 STEWART CROSSING WW	0	0	0	0	0	100,000
26-01-8728 PARKWAY CROSSING WW	0	0	0	0	0	150,000
26-01-8729 DEVINE LAKE WW	0	0	0	0	0	50,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>121,134</b>	<b>286,340</b>	<b>5,386,000</b>	<b>5,386,000</b>	<b>515,000</b>	<b>955,300</b>
<b>TRANSFERS</b>						
26-01-9000 TRANSFER OUT	250,000	250,000	1,025,000	1,025,000	3,765,000	1,526,500
<b>TOTAL TRANSFERS</b>	<b>250,000</b>	<b>250,000</b>	<b>1,025,000</b>	<b>1,025,000</b>	<b>3,765,000</b>	<b>1,526,500</b>
<b>TOTAL WASTEWATER CIF</b>	<b>371,134</b>	<b>536,847</b>	<b>6,436,000</b>	<b>6,436,000</b>	<b>4,305,000</b>	<b>2,506,800</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>371,134</b>	<b>536,847</b>	<b>6,436,000</b>	<b>6,436,000</b>	<b>4,305,000</b>	<b>2,506,800</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>1,269,822</b>	<b>1,803,156</b>	<b>-4,498,000</b>	<b>-4,498,000</b>	<b>-2,145,800</b>	<b>-568,800</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Utility CIP-27</b>						
Beginning Fund Balance	466,789	0	0	768,154	768,154	3,854
<b>Revenues</b>	73	654	0	0	0	0
<b>Expenditures</b>						
CIP - WATER	466,862	0	125,000	505,000	530,300	0
CIP - WASTEWATER	0	262,500	125,000	262,500	764,000	0
<b>Total Expenditures</b>	466,862	262,500	250,000	767,500	1,294,300	0
<b>Current Operating surplus/(deficit)</b>	(466,789)	(261,846)	(250,000)	(767,500)	(1,294,300)	0
Transfers In	0	1,030,000	250,000	250,000	780,000	0
Transfers Out	0	0	0	(250,000)	(250,000)	0
<b>Net Transfers In / (Out)</b>	0	1,030,000	250,000	0	530,000	0
Ending Fund Balance	0	768,154	0	654	3,854	3,854

Fund Summary: The Utility CIP fund is used for the purpose of funding Utility Fund capital improvement projects with the use of debt proceeds. In 2012, the City borrowed \$3,000,000 for the construction of a new Crystal Falls Elevated Storage Tank and related facilities. This fund is now used to account for capital projects funded by system revenues. The FY 2015 budget included funding for the Liberty Hill waterline; the Ridgmar waterline project; and the Liberty Hill wastewater system capacity. In FY 2016, \$250,000 was transfer to the newly created Old Town Development Fund for water and sewer projects in Old Town. Also, this fund accounts for the payments to the City of Liberty Hill for wastewater service and cost participation in a water line that will allow the City of Leander to sell wholesale water to Liberty Hill.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>27 -UTILITY CAP PROJECTS REVENUES</b>						
<b>MISCELLANEOUS</b>						
27-00-4449 INTEREST INCOME	73	654	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>73</b>	<b>654</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS</b>						
27-00-4900 TRANSFER IN	0	1,030,000	0	0	0	0
27-00-4970 TRANSFER IN UTILITY FUND	0	0	250,000	250,000	250,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>1,030,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>73</b>	<b>1,030,654</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>
<b>27 -UTILITY CAP PROJECTS UTILITY DEVELOPMENT</b>						
<b>CAPITAL PROJECTS</b>						
27-02-8605 WATER DISTRIBUTION IMPROVEMENT	0	0	0	0	25,300	0
27-02-8614 CRYSTAL FALLS ELEVATED STORAGE	466,862	0	0	0	0	0
27-02-8621 LIBERTY HILL CONNECTION	0	0	0	505,000	505,000	0
27-02-8633 OLD TOWN REDEV - WATER	0	0	125,000	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>466,862</b>	<b>0</b>	<b>125,000</b>	<b>505,000</b>	<b>530,300</b>	<b>0</b>
<b>TRANSFERS</b>						
27-02-9000 TRANSFER OUT	0	0	0	125,000	125,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>
<b>TOTAL CIP - WATER</b>	<b>466,862</b>	<b>0</b>	<b>125,000</b>	<b>630,000</b>	<b>655,300</b>	<b>0</b>
<b>CAPITAL PROJECTS</b>						
27-03-88634 OLD TOWN REDEV - WASTEWATER			125,000			
27-03-8724 RANCHO SIENNA LIFT STATIONS	0	262,500	0	262,500	501,500	0
27-03-8750 WWTP IMPROVEMENTS	0	0	0	0	262,500	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>262,500</b>	<b>125,000</b>	<b>262,500</b>	<b>764,000</b>	<b>0</b>
<b>TRANSFERS</b>						
27-03-9000 TRANSFER OUT	0	0	0	125,000	125,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>
<b>TOTAL CIP - WASTEWATER</b>	<b>0</b>	<b>262,500</b>	<b>125,000</b>	<b>387,500</b>	<b>889,000</b>	<b>0</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>466,862</b>	<b>262,500</b>	<b>250,000</b>	<b>1,017,500</b>	<b>1,544,300</b>	<b>0</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-466,789</b>	<b>768,154</b>	<b>0</b>	<b>-767,500</b>	<b>-1,294,300</b>	<b>0</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Bar W Ranch Wastewater - 201</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	0
<b>Expenditures</b>						
CAPITAL PROJECTS	0	0	0	0	3,265,000	0
<b>Total Expenditures</b>	0	0	0	0	3,265,000	0
<b>Current Operating surplus/(deficit)</b>	0	0	0	0	(3,265,000)	0
Transfers In	0	0	0	0	3,265,000	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	3,265,000	0
Ending Fund Balance	0	0	0	0	0	0
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>Fund Summary: The Bar W Ranch Wastewater project is jointly funded by a developer, Leander Muncipal Utility District No. 3, and the City to extend wastewater infrastructure to the northeast quadrant of the city.</p> </div>						

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**201-BAR W RANCH WASTEWATER REVENUES**

**MISCELLANEOUS**

201-00-4449 INTEREST INCOME	0	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

201-00-4900 TRANSFER IN	0	0	0	0	3,265,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,265,000</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,265,000</b>	<b>0</b>
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**201-BAR W RANCH WASTEWATER CAPITAL PROJECTS**

**CAPITAL PROJECTS**

201-01-8721 BAR W RANCH WASTEWATER	0	0	0	0	3,265,000	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,265,000</b>	<b>0</b>

<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,265,000</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,265,000</b>	<b>0</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**FY 2016-17  
PROPOSED BUDGET**

**INTERNAL  
SERVICE FUNDS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Equipment Fund-13</b>						
Beginning Fund Balance	21,868	58	0	58	58	58
<b>Revenues</b>	2,069	0	0	0	0	0
<b>Expenditures</b>						
ADMINISTRATION	23,879	0	0	0	0	0
<b>Total Expenditures</b>	23,879	0	0	0	0	0
<b>Current Operating surplus/(deficit)</b>	(21,810)	0	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	58	58	0	58	58	58

Fund Summary: The Equipment Reserve fund was established as a means to plan for significant technology purchases that occur on a regular basis. The fund is now inactive.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**13 -EQUIPMENT RESERVE FUND  
REVENUES**

**SPECIAL FEES**

13-00-4344 INTERNAL CHARGES	2,023	0	0	0	0	0
<b>TOTAL SPECIAL FEES</b>	<b>2,023</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MISCELLANEOUS**

13-00-4449 INTEREST INCOME	47	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>47</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>2,069</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**13 -EQUIPMENT RESERVE FUND  
ADMINISTRATIVE**

**SUPPLIES/MINOR EQUIPMENT**

13-01-5215 COMPUTER HARDWARE	10,779	0	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>10,779</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MAINTENANCE & REPAIRS**

13-01-5485 SOFTWARE MAINTENANCE	13,100	0	0	0	0	0
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>13,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL ADMINISTRATIVE</b>	<b>23,879</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>23,879</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-21,810</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Vehicle Reserve Fund-14</b>						
Beginning Fund Balance	647,777	480,642	606,752	608,755	608,755	1,534,098
<b>Revenues</b>	325,793	703,416	800,818	800,818	801,318	960,420
<b>Expenditures</b>						
PUBLIC WORKS	25,861	0	95,500	95,500	90,000	198,000
ENGINEERING	0	0	25,000	25,000	25,800	0
PARKS & RECREATION	47,190	0	25,000	25,000	21,500	0
UNIFORM SERVICES	144,115	216,549	70,000	70,000	55,000	420,000
CODE ENFORCEMENT	0	0	0	0	0	0
FIRE DEPARTMENT	625,762	708,754	0	0	8,675	600,000
BLDG INSEPCIONS	0	0	25,000	25,000	25,000	0
<b>Total Expenditures</b>	842,928	925,303	240,500	240,500	225,975	1,218,000
<b>Current Operating surplus/(deficit)</b>	(517,135)	(221,887)	560,318	560,318	575,343	(257,580)
Transfers In	350,000	350,000	350,000	350,000	350,000	350,000
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	350,000	350,000	350,000	350,000	350,000	350,000
Ending Fund Balance	480,642	608,755	1,517,070	1,519,073	1,534,098	1,626,518

Fund Summary: The Vehicle Reserve Fund was established as a means to plan for the eventual vehicle replacement needs of the City's fleet. The fund allows a more predictable budgetary process and allows the City to avoid using debt to purchase vehicles.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**14 -VEHICLE RESERVE FUND  
REVENUES**

**ADMINISTRATIVE**

14-00-4013 BOND PROCEEDS	0	0	0	0	0	0
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SPECIAL FEES**

14-00-4344 INTERNAL CHARGES	236,599	702,060	800,818	800,818	800,818	958,920
<b>TOTAL SPECIAL FEES</b>	<b>236,599</b>	<b>702,060</b>	<b>800,818</b>	<b>800,818</b>	<b>800,818</b>	<b>958,920</b>

**MISCELLANEOUS**

14-00-4449 INTEREST INCOME	640	1,356	0	0	500	1,500
14-00-4479 PROPERTY DAMAGE CLAIMS	17,953	0	0	0	0	0
14-00-4489 SALE OF ASSETS	70,600	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>89,193</b>	<b>1,356</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>1,500</b>

**TRANSFERS**

14-00-4900 TRANSFER IN	350,000	350,000	350,000	350,000	350,000	350,000
<b>TOTAL TRANSFERS</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>

<b>TOTAL REVENUES</b>	<b>675,793</b>	<b>1,053,416</b>	<b>1,150,818</b>	<b>1,150,818</b>	<b>1,151,318</b>	<b>1,310,420</b>
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**14 -VEHICLE RESERVE FUND  
PUBLIC WORKS**

**CAPITAL OUTLAY**

14-21-7000 VEHICLES	25,861	0	95,500	95,500	90,000	60,500
14-21-7100 MAJOR EQUIPMENT	0	0	0	0	0	137,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>25,861</b>	<b>0</b>	<b>95,500</b>	<b>95,500</b>	<b>90,000</b>	<b>198,000</b>

<b>TOTAL PUBLIC WORKS</b>	<b>25,861</b>	<b>0</b>	<b>95,500</b>	<b>95,500</b>	<b>90,000</b>	<b>198,000</b>
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**14 -VEHICLE RESERVE FUND  
ENGINEERING**

**CAPITAL OUTLAY**

14-22-7000 VEHICLES	0	0	25,000	25,000	25,800	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,800</b>	<b>0</b>

<b>TOTAL ENGINEERING</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,800</b>	<b>0</b>
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DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**14 -VEHICLE RESERVE FUND  
PARKS & RECREATION**

**CAPITAL OUTLAY**

14-23-7000 VEHICLES	47,190	0	25,000	25,000	21,500	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>47,190</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>21,500</b>	<b>0</b>

<b>TOTAL PARKS</b>	<b>47,190</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>21,500</b>	<b>0</b>
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**14 -VEHICLE RESERVE FUND  
UNIFORM SERVICES**

**CAPITAL OUTLAY**

14-41-7000 VEHICLES	144,115	216,549	70,000	70,000	55,000	420,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>144,115</b>	<b>216,549</b>	<b>70,000</b>	<b>70,000</b>	<b>55,000</b>	<b>420,000</b>

<b>TOTAL UNIFORM SERVICES</b>	<b>144,115</b>	<b>216,549</b>	<b>70,000</b>	<b>70,000</b>	<b>55,000</b>	<b>420,000</b>
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**14 -VEHICLE RESERVE FUND  
FIRE**

**CONTRACTUAL SERVICES**

14-50-5600 CONTRACT LABOR	4,830	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>4,830</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL OUTLAY**

14-50-7300 FIRE VEHICLES	620,932	708,754	0	0	8,675	600,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>620,932</b>	<b>708,754</b>	<b>0</b>	<b>0</b>	<b>8,675</b>	<b>600,000</b>

<b>TOTAL FIRE DEPARTMENT</b>	<b>625,762</b>	<b>708,754</b>	<b>0</b>	<b>0</b>	<b>8,675</b>	<b>600,000</b>
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	FY 2014	FY 2015	FY 2016			FY 2017
DEPARTMENT	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>14 -VEHICLE RESERVE FUND</b>						
<b>BUILDING INSPECTIONS</b>						
<b>CAPITAL OUTLAY</b>						
14-51-7000 VEHICLES	0	0	25,000	25,000	25,000	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>
<b>TOTAL BUILDING INSPECTIONS</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>842,928</b>	<b>925,303</b>	<b>240,500</b>	<b>240,500</b>	<b>225,975</b>	<b>1,218,000</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-167,136</b>	<b>128,113</b>	<b>910,318</b>	<b>910,318</b>	<b>925,343</b>	<b>92,420</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Utility Vehicle Reserve Fund-21</b>						
Beginning Fund Balance	40,334	26,315	51,949	51,940	51,940	85,874
<b>Revenues</b>	21,773	25,625	33,934	33,934	33,934	52,950
<b>Expenditures</b>						
UTILITY BILLING	0	0	0	0	0	0
WATER MAINTENANCE	18,280	0	0	0	0	27,000
WASTEWATER MAINTENANCE	17,512	0	0	0	0	27,000
<b>Total Expenditures</b>	35,792	0	0	0	0	54,000
<b>Current Operating surplus/(deficit)</b>	(14,019)	25,625	33,934	33,934	33,934	(1,050)
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	26,315	51,940	85,883	85,874	85,874	84,824
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>Fund Summary: The Utility Vehicle Reserve Fund was established to provide a means to plan for the eventual replacement Utility Fund vehicles. By doing so, the City is able to avoid incurring debt to purchase vehicles.</p> </div>						

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**21 -VEHICLE RESERVE FUND  
REVENUES**

**SPECIAL FEES**

21-00-4344 INTERNAL CHARGES	21,660	25,533	33,934	33,934	33,934	52,950
<b>TOTAL SPECIAL FEES</b>	<b>21,660</b>	<b>25,533</b>	<b>33,934</b>	<b>33,934</b>	<b>33,934</b>	<b>52,950</b>

**MISCELLANEOUS**

21-00-4449 INTEREST INCOME	113	92	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>113</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>21,773</b>	<b>25,625</b>	<b>33,934</b>	<b>33,934</b>	<b>33,934</b>	<b>52,950</b>
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**21 -VEHICLE RESERVE FUND  
WATER MAINTENANCE**

**CAPITAL OUTLAY**

21-02-7000 VEHICLES	18,280	0	0	0	0	27,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>18,280</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,000</b>

<b>TOTAL WATER</b>	<b>18,280</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,000</b>
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**21 -VEHICLE RESERVE FUND  
WASTEWATER**

**CAPITAL OUTLAY**

21-03-7000 VEHICLES	17,512	0	0	0	0	27,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>17,512</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,000</b>

<b>TOTAL WASTEWATER</b>	<b>17,512</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>35,792</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-14,019</b>	<b>25,625</b>	<b>33,934</b>	<b>33,934</b>	<b>33,934</b>	<b>-1,050</b>
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**FY 2016-17  
PROPOSED BUDGET**

**SPECIAL  
REVENUE FUNDS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Bryson Farmstead-03</b>						
Beginning Fund Balance	22,637	22,694	22,734	22,734	22,734	685,300
<b>Revenues</b>	<b>57</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>						
ADMINISTRATION	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Current Operating surplus/(deficit)</b>	<b>57</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transfers In	0	0	662,566	662,566	662,566	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	<b>0</b>	<b>0</b>	<b>662,566</b>	<b>662,566</b>	<b>662,566</b>	<b>0</b>
Ending Fund Balance	22,694	22,734	685,300	685,300	685,300	685,300

Fund Summary: The Bryson Farmstead Fund was established as part of the Memorandum of Understanding that was executed between the City of Leander, the Central Texas Regional Mobility Authority (CTRMA) and TxDOT. The purpose of the MOU was to establish conditions under which the CTRMA could extend the 183A tollway project northward. The project had been on hold when the Bryson Farmstead property was discovered to be an historical property. The CTRMA agreed to place \$1,000,000 in escrow to be used by the City of Leander for historical preservation and related activities for the property. In 2016, the amount remaining in escrow was transferred from the General Fund to this fund.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**03 -BRYSON FARMSTEAD HISTORIC REVENUES**

**MISCELLANEOUS**

03-00-4449 INTEREST INCOME	57	40	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>57</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

03-00-4900 TRANSFER IN	0	0	662,566	662,566	0	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>662,566</b>	<b>662,566</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>57</b>	<b>40</b>	<b>662,566</b>	<b>662,566</b>	<b>0</b>	<b>0</b>
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**03 -BRYSON FARMSTEAD HISTORIC ADMINISTRATIVE**

**CONTRACTUAL SERVICES**

03-01-5600 CONTRACT LABOR	0	0	0	0	0	0
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECTS**

03-01-8335 LEANDER T	0	0	0	0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>57</b>	<b>40</b>	<b>662,566</b>	<b>662,566</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Leander Clean Up Fund-04</b>						
Beginning Fund Balance	2,595	(3,301)	(3,301)	8,221	8,221	8,221
<b>Revenues</b>	<b>10,164</b>	<b>11,522</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>Expenditures</b>						
ADMINISTRATION	16,060	0	12,250	12,250	12,250	13,750
<b>Total Expenditures</b>	<b>16,060</b>	<b>0</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>Current Operating surplus/(deficit)</b>	(5,896)	11,522	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	(3,301)	8,221	(3,301)	8,221	8,221	8,221

Fund Summary: The Leander Clean Up fund was established to provide an additional source of funds for the City's annual Spring Clean Up day which is typically held in May of each year. The revenue comes from a \$1 assessment on residential garbage bills one time a year in March.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>04 -LEANDER CLEAN UP REVENUES</b>						
<b>MISCELLANEOUS</b>						
04-00-4449 INTEREST INCOME	5	6	0	0	0	0
04-00-4453 LEANDER CLEAN UP REVENUE	10,159	11,516	12,250	12,250	12,250	13,750
<b>TOTAL MISCELLANEOUS</b>	<b>10,164</b>	<b>11,522</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>TOTAL REVENUES</b>	<b>10,164</b>	<b>11,522</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>04 -LEANDER CLEAN UP ADMINISTRATIVE</b>						
<b>SPECIAL EXPENSE/OTHER</b>						
04-01-6308 LEANDER CLEAN UP	16,060	0	12,250	12,250	12,250	13,750
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>16,060</b>	<b>0</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>16,060</b>	<b>0</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>16,060</b>	<b>0</b>	<b>12,250</b>	<b>12,250</b>	<b>12,250</b>	<b>13,750</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-5,895</b>	<b>11,522</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Old Town Incentive Fund-06</b>						
Beginning Fund Balance	0	0	0	0	0	220,000
<b>Revenues</b>	0	0	0	0	0	0
<b>Expenditures</b>						
OLD TOWN DEVELOPMENT	0	0	0	250,000	30,000	220,000
<b>Total Expenditures</b>	0	0	0	250,000	30,000	220,000
<b>Current Operating surplus/(deficit)</b>	0	0	0	(250,000)	(30,000)	(220,000)
Transfers In	0	0	0	250,000	250,000	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	250,000	250,000	0
Ending Fund Balance	0	0	0	0	220,000	0

Fund Summary: The Old Town Development Fund was established by ordinance in 2016 to provide funding to attractive investment in the Old Town area of Leander using economic development incentives as well as infrastructure improvements.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**06 -OLD TOWN INCENTIVE FUND  
REVENUES**

**MISCELLANEOUS**

06-00-4449 INTEREST INCOME	0	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

06-00-4900 TRANSFER IN	0	0	0	250,000	250,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>
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**06 -OLD TOWN INCENTIVE FUND  
OLD TOWN DEVELOPMENT**

**GRANTS**

06-01-6010 OLD TOWN INCENTIVE GRANTS	0	0	0	0	30,000	0
<b>TOTAL GRANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>

**CAPITAL PROJECTS**

06-01-8633 OLD TOWN REDEV - WATER	0	0	0	125,000	0	110,000
06-01-8634 OLD TOWN REDEV - WASTEWATER	0	0	0	125,000	0	110,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>220,000</b>

<b>TOTAL OLD TOWN DEVELOPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>30,000</b>	<b>220,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>30,000</b>	<b>220,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>220,000</b>	<b>-220,000</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Public Arts Fund-10</b>						
Beginning Fund Balance	3,208	1,225	24,185	24,231	24,231	39,826
<b>Revenues</b>	360	251	300	300	300	300
<b>Expenditures</b>						
ADMINISTRATION	2,343	0	300	10,300	19,705	300
<b>Total Expenditures</b>	2,343	0	300	10,300	19,705	300
<b>Current Operating surplus/(deficit)</b>	(1,983)	251	0	(10,000)	(19,405)	0
Transfers In	0	22,755	25,000	25,000	25,000	47,000
Transfers Out	0	0	0	0	10,000	0
<b>Net Transfers In / (Out)</b>	0	22,755	25,000	25,000	35,000	47,000
Ending Fund Balance	1,225	24,231	49,185	39,231	39,826	86,826

Fund Summary: The Public Arts fund was established by the City Council to eventually be a sustainable and significant source of funds to promote the arts in Leander. By ordinance, the City contributes 1% of the cost of certain capital projects to the fund. The Council has appointed an advisory commission that makes recommendations regarding promoting the arts in Leander. In 2017, \$25,000 is anticipated as a result of construction of Fire Station No. 1 and \$22,000 for renovation of Pat Bryson Municipal Hall.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>10 -PUBLIC ARTS FUND REVENUES</b>						
<b>MISCELLANEOUS</b>						
10-00-4435 DONATIONS PUBLIC ARTS FUND	354	231	300	300	300	300
10-00-4449 INTEREST INCOME	6	19	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>360</b>	<b>251</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>TRANSFERS</b>						
10-00-4900 TRANSFER IN	0	22,755	25,000	25,000	25,000	47,000
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>22,755</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>47,000</b>
<b>TOTAL REVENUES</b>	<b>360</b>	<b>23,006</b>	<b>25,300</b>	<b>25,300</b>	<b>25,300</b>	<b>47,300</b>
<b>10 -PUBLIC ARTS FUND ADMINISTRATIVE</b>						
<b>SUPPLIES/MINOR EQUIPMENT</b>						
10-01-5221 MATERIALS & SUPPLIES	93	0	300	300	300	300
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>93</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>SPECIAL EXPENSE/OTHER</b>						
10-01-6314 CONCERTS & EVENTS	2,250	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>2,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL PROJECTS</b>						
10-01-8207 PUBLIC ART & SCULPTURES	0	0	0	10,000	9,405	0
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>9,405</b>	<b>0</b>
<b>TRANSFERS</b>						
10-01-9000 TRANSFER OUT	0	0	0	0	10,000	0
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>2,343</b>	<b>0</b>	<b>300</b>	<b>10,300</b>	<b>19,705</b>	<b>300</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>2,343</b>	<b>0</b>	<b>300</b>	<b>10,300</b>	<b>19,705</b>	<b>300</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-1,983</b>	<b>23,006</b>	<b>25,000</b>	<b>15,000</b>	<b>5,595</b>	<b>47,000</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Hotel-Motel Tax-11</b>						
Beginning Fund Balance	472	473	473	475	475	475
<b>Revenues</b>	1	2	0	0	0	0
<b>Expenditures</b>						
ADMINISTRATION	0	0	0	0	0	0
<b>Total Expenditures</b>	0	0	0	0	0	0
<b>Current Operating surplus/(deficit)</b>	1	2	0	0	0	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	473	475	473	475	475	475

Fund Summary: The City's hotel-motel occupancy tax ordinance mirrors the state's occupancy tax and originally included establishments in the City's ETJ. During that time a small amount of revenue was collected from one establishment that was within the City's ETJ. The ordinance has since been amended to only apply to businesses within the city limits.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>11 -HOTEL OCCUPANCY TAX REVENUES</b>						
<b>MISCELLANEOUS</b>						
11-00-4449 INTEREST INCOME	1	2	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TAXES</b>						
11-00-4680 HOTEL OCCUPANCY TAX	0	0	0	0	0	0
<b>TOTAL TAXES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>11 -HOTEL OCCUPANCY TAX ADMINISTRATIVE</b>						
<b>SPECIAL EXPENSE/OTHER</b>						
11-01-6202 ADVERTISING & PRINTING	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Park Grants-41</b>						
Beginning Fund Balance	11	14,018	24	1,509	1,509	1,509
<b>Revenues</b>	7	53,246	400,000	625,300	2,800	400,000
<b>Expenditures</b>						
CIP PARK GRANTS	0	65,755	400,000	625,300	2,800	400,000
<b>Total Expenditures</b>	0	65,755	400,000	625,300	2,800	400,000
<b>Current Operating surplus/(deficit)</b>	7	(12,509)	0	0	0	0
Transfers In	14,000	0	0	45,300	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	14,000	0	0	45,300	0	0
Ending Fund Balance	14,018	1,509	24	46,809	1,509	1,509

Fund Summary: The Parks Grant fund is used to account for grants that the City's Park and Recreation department may be awarded. In 2015, the City received a \$400,000 grant from the Texas Parks & Wildlife Department for Lakewood Park. Additional funds are available from the Series 2016 General Obligation bonds for the Lakewood Park project.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**41 -G/F CIP PARK GRANTS  
REVENUES**

**SPECIAL FEES**

41-00-4382 TEXAS PARKS / WILDLIFE GRANTS	0	53,200	400,000	400,000	2,800	400,000
<b>TOTAL SPECIAL FEES</b>	<b>0</b>	<b>53,200</b>	<b>400,000</b>	<b>400,000</b>	<b>2,800</b>	<b>400,000</b>

**MISCELLANEOUS**

41-00-4449 INTEREST INCOME	7	46	0	0	0	0
41-00-4498 WMS COUNTY - CDBG	0	0	0	180,000	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>7</b>	<b>46</b>	<b>0</b>	<b>180,000</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

41-00-4900 TRANSFER IN	14,000	0	0	45,300	0	0
<b>TOTAL TRANSFERS</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>45,300</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>14,007</b>	<b>53,246</b>	<b>400,000</b>	<b>625,300</b>	<b>2,800</b>	<b>400,000</b>
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**41 -G/F CIP PARK GRANTS  
G/F CAPITAL PROJECTS**

**CAPITAL PROJECTS**

41-01-8013 BAGDAD SIDEWALK	0	0	0	225,300	0	0
41-01-8202 BENBROOK RANCH REGIONAL PARK	0	53,200	0	0	2,800	0
41-01-8208 LAKEWOOD PARK	0	12,555	400,000	400,000	0	400,000
<b>TOTAL CAPITAL PROJECTS</b>	<b>0</b>	<b>65,755</b>	<b>400,000</b>	<b>625,300</b>	<b>2,800</b>	<b>400,000</b>

<b>TOTAL G/F CAPITAL PROJECTS</b>	<b>0</b>	<b>65,755</b>	<b>400,000</b>	<b>625,300</b>	<b>2,800</b>	<b>400,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>65,755</b>	<b>400,000</b>	<b>625,300</b>	<b>2,800</b>	<b>400,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>14,007</b>	<b>-12,509</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Police Grants-70</b>						
Beginning Fund Balance	2,205	2,211	2,211	2,214	2,214	2,214
<b>Revenues</b>	6	45,515	132,238	132,238	48,934	66,119
<b>Expenditures</b>						
WILLIAMSON COUNTY GRANT	0	0	0	0	0	0
VICTIM SERVICES GRANT	0	42,512	166,464	166,464	66,149	83,334
TXDOT GRANT	0	3,000	0	0	0	0
<b>Total Expenditures</b>	0	45,512	166,464	166,464	66,149	83,334
<b>Current Operating surplus/(deficit)</b>	6	3	(34,226)	(34,226)	(17,215)	(17,215)
Transfers In	0	0	34,226	34,226	17,215	17,215
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	34,226	34,226	17,215	17,215
Ending Fund Balance	2,211	2,214	2,211	2,214	2,214	2,214
<div style="border: 1px solid black; padding: 10px; width: 80%; margin: 0 auto;"> <p>Fund Summary: The Police Grants fund has been established to account for various grants that the Police Department receives. In 2015, the Police Department received a state grant for partial funding for a new position - Victims Coordinator. In 2016, the grant was renewed for an additional two years.</p> </div>						

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**70 -POLICE DEPT. GRANTS  
REVENUES**

**MISCELLANEOUS**

70-00-4449 INTEREST INCOME	6	3	0	0	0	0
70-00-4489 SALE OF ASSETS	0	0	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**POLICE SPECIAL REVENUE**

70-00-4615 VICTIMS SERVICES GRANT	0	42,512	132,238	132,238	48,934	66,119
70-00-4670 STEP REVENUE (GRANT)	0	3,000	0	0	0	0
70-00-4690 WMS COUNTY GRANT	0	0	0	0	0	0
<b>TOTAL POLICE SPECIAL REVENUE</b>	<b>0</b>	<b>45,512</b>	<b>132,238</b>	<b>132,238</b>	<b>48,934</b>	<b>66,119</b>

**TRANSFERS**

70-00-4900 TRANSFER IN	0	0	34,226	34,226	17,215	17,215
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>34,226</b>	<b>34,226</b>	<b>17,215</b>	<b>17,215</b>

<b>TOTAL REVENUES</b>	<b>6</b>	<b>45,515</b>	<b>166,464</b>	<b>166,464</b>	<b>66,149</b>	<b>83,334</b>
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**70 -POLICE DEPT. GRANTS  
CID/HRT INVESTMENT PRGRM**

**GRANTS**

70-02-6005 WILLIAMSON COUNTY GRANT	0	0	0	0	0	0
<b>TOTAL GRANTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL WMS COUNTY GRANT FY10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**70 -POLICE DEPT. GRANTS  
VICTIMS SERVICES GRANT**

**PERSONNEL**

70-03-5120 OPERATIONS	0	29,291	58,560	58,560	42,500	61,984
70-03-5140 OVERTIME	0	0	0	0	2,000	0
70-03-5154 CERTIFICATION PAY	0	0	0	0	900	1,200
70-03-5180 FICA	0	1,807	3,631	3,631	3,631	3,921
70-03-5182 HEALTH, DENTAL & LIFE	0	3,086	6,089	6,089	6,089	6,447
70-03-5186 MDC	0	423	849	849	849	917
70-03-5188 TMRS	0	3,284	6,794	6,794	6,794	7,893
70-03-5190 UNEMPLOYMENT INSURANCE	0	0	207	207	207	171
70-03-5192 WORKERS COMP	0	0	110	110	110	118
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>37,891</b>	<b>76,240</b>	<b>76,240</b>	<b>63,080</b>	<b>82,651</b>

**SUPPLIES/MINOR EQUIPMENT**

70-03-5215 COMPUTER HARDWARE	0	1,000	0	0	0	0
70-03-5217 MINOR EQUIPMENT	0	0	87,155	87,155	0	0
70-03-5221 MATERIALS & SUPPLIES	0	2,033	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>3,033</b>	<b>87,155</b>	<b>87,155</b>	<b>0</b>	<b>0</b>

**SPECIAL EXPENSE/OTHER**

70-03-6380 TRAVEL & TRAINING	0	1,588	3,069	3,069	3,069	683
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>1,588</b>	<b>3,069</b>	<b>3,069</b>	<b>3,069</b>	<b>683</b>

<b>TOTAL VICTIMS SERVICES GRANT</b>	<b>0</b>	<b>42,512</b>	<b>166,464</b>	<b>166,464</b>	<b>66,149</b>	<b>83,334</b>
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**70 -POLICE DEPT. GRANTS  
TXDOT GRANT**

**SUPPLIES/MINOR EQUIPMENT**

70-04-5221 MATERIALS & SUPPLIES	0	3,000	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL TXDOT GRANTS</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>0</b>	<b>45,512</b>	<b>166,464</b>	<b>166,464</b>	<b>66,149</b>	<b>83,334</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Court Security-71</b>						
Beginning Fund Balance	28,665	38,658	54,608	60,465	60,465	59,865
<b>Revenues</b>	13,400	24,988	24,400	24,400	24,400	24,400
<b>Expenditures</b>						
MUNICIPAL COURT	3,407	3,181	47,885	62,885	25,000	57,885
<b>Total Expenditures</b>	3,407	3,181	47,885	62,885	25,000	57,885
<b>Current Operating surplus/(deficit)</b>	9,993	21,807	(23,485)	(38,485)	(600)	(33,485)
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	38,658	60,465	31,123	21,980	59,865	26,380

Fund Summary: The Court Security Fee fund was established to account for fees assessed on certain citations filed in municipal court. The fee is restricted by state law to certain purposes - primarily for expenditures relating to providing security for court personnel. In 2017 a part-time bailiff position is included.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**71 -COURT SECURITY FUND  
REVENUES**

**FINES**

71-00-4110 CHILD SAFETY FEES	0	13,381	13,500	13,500	13,500	13,500
71-00-4112 SPECIAL EXPENSE FEES	0	967	900	900	900	900
71-00-4130 COURT SECURITY FEES	13,319	10,486	10,000	10,000	10,000	10,000
<b>TOTAL FINES</b>	<b>13,319</b>	<b>24,834</b>	<b>24,400</b>	<b>24,400</b>	<b>24,400</b>	<b>24,400</b>

**MISCELLANEOUS**

71-00-4449 INTEREST INCOME	81	154	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>81</b>	<b>154</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>13,400</b>	<b>24,988</b>	<b>24,400</b>	<b>24,400</b>	<b>24,400</b>	<b>24,400</b>
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**71 -COURT SECURITY FUND  
COURT SECURITY FUND**

**PERSONNEL**

71-11-5120 OPERATIONS	0	2,254	0	0	0	15,000
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>2,254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>

**SPECIAL EXPENSE/OTHER**

71-11-6215 SECURITY FUND - COURT	3,407	927	10,000	25,000	25,000	5,000
71-11-6216 CHILD SAFETY FEES	0	0	27,585	27,585	0	27,585
71-11-6218 SPECIAL EXPENSE FEES	0	0	10,300	10,300	0	10,300
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>3,407</b>	<b>927</b>	<b>47,885</b>	<b>62,885</b>	<b>25,000</b>	<b>42,885</b>

<b>TOTAL COURT SECURITY FUND</b>	<b>3,407</b>	<b>3,181</b>	<b>47,885</b>	<b>62,885</b>	<b>25,000</b>	<b>57,885</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>3,407</b>	<b>3,181</b>	<b>47,885</b>	<b>62,885</b>	<b>25,000</b>	<b>57,885</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>9,992</b>	<b>21,807</b>	<b>-23,485</b>	<b>-38,485</b>	<b>-600</b>	<b>-33,485</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Court Technology-72</b>						
Beginning Fund Balance	24,555	22,325	20,450	25,507	25,507	28,945
<b>Revenues</b>	17,814	14,014	16,500	16,500	19,938	16,500
<b>Expenditures</b>						
MUNICIPAL COURT	20,044	10,832	16,500	16,500	16,500	16,500
<b>Total Expenditures</b>	20,044	10,832	16,500	16,500	16,500	16,500
<b>Current Operating surplus/(deficit)</b>	(2,230)	3,182	0	0	3,438	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	22,325	25,507	20,450	25,507	28,945	28,945

Fund Summary: The Court Technology Fee fund was established to account for fees assessed on certain citations filed in municipal court. The fee is restricted by state law to certain purposes - primarily for technology related expenditures that are essential and/or contribute to improving the efficiency of the court system.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**72 -COURT TECHNOLOGY FUND  
REVENUES**

**FINES**

72-00-4135 COURT TECHNOLOGY FEES	17,758	13,972	16,500	16,500	16,500	16,500
<b>TOTAL FINES</b>	<b>17,758</b>	<b>13,972</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>

**MISCELLANEOUS**

72-00-4449 INTEREST INCOME	55	42	0	0	0	0
72-00-4467 OTHER REVENUE	0	0	0	0	3,438	0
<b>TOTAL MISCELLANEOUS</b>	<b>55</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>3,438</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>17,814</b>	<b>14,014</b>	<b>16,500</b>	<b>16,500</b>	<b>19,938</b>	<b>16,500</b>
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**72 -COURT TECHNOLOGY FUND  
COURT TECHNOLOGY FUND**

**MAINTENANCE & REPAIRS**

72-11-5485 SOFTWARE MAINTENANCE	10,650	5,444	5,500	5,500	5,500	6,500
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>10,650</b>	<b>5,444</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>6,500</b>

**CONTRACTUAL SERVICES**

72-11-5626 EQUIPMENT LEASES	0	0	635	635	635	780
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>635</b>	<b>635</b>	<b>635</b>	<b>780</b>

**SPECIAL EXPENSE/OTHER**

72-11-6219 TECHNOLOGY FUND - COURT	9,394	5,388	10,365	10,365	10,365	9,220
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>9,394</b>	<b>5,388</b>	<b>10,365</b>	<b>10,365</b>	<b>10,365</b>	<b>9,220</b>

<b>TOTAL COURT TECHNOLOGY FUND</b>	<b>20,044</b>	<b>10,832</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>20,044</b>	<b>10,832</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-2,230</b>	<b>3,182</b>	<b>0</b>	<b>0</b>	<b>3,438</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Parks &amp; Recreation Special Revenue-73</b>						
Beginning Fund Balance	6,062	16,356	14,881	19,278	19,278	19,278
<b>Revenues</b>	29,147	29,435	30,750	30,750	30,750	30,750
<b>Expenditures</b>						
PARKS & RECREATION	18,853	26,513	30,750	30,750	30,750	24,650
<b>Total Expenditures</b>	18,853	26,513	30,750	30,750	30,750	24,650
<b>Current Operating surplus/(deficit)</b>	10,294	2,922	0	0	0	6,100
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	16,356	19,278	14,881	19,278	19,278	25,378

Fund Summary: The Parks & Recreation Special Revenue fund was established to serve as a quasi-enterprise fund for recreation programming. Participant fees for certain recreation programs are put back into the fund to pay for the cost of the programs and generate income for other programs.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>73 -PARKS SPECIAL REVENUE REVENUES</b>						
<b>MISCELLANEOUS</b>						
73-00-4449 INTEREST INCOME	32	41	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>32</b>	<b>41</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RECREATION FEES</b>						
73-00-4720 CONCESSIONS/VENDING MACHINE	170	786	750	750	750	750
73-00-4750 BASEBALL REGISTRATION	0	0	0	0	0	0
73-00-4765 MASON HOUSE RENTALS	4,450	4,950	5,000	5,000	5,000	5,000
73-00-4772 RECREATION PROGRAMS	24,495	23,658	25,000	25,000	25,000	25,000
73-00-4780 SCHOLARSHIP FUNDRAISING REV	0	0	0	0	0	0
<b>TOTAL RECREATION FEES</b>	<b>29,115</b>	<b>29,394</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>
<b>TOTAL REVENUES</b>	<b>29,147</b>	<b>29,435</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>
<b>73 -PARKS SPECIAL REVENUE PARK SPECIAL REVENUE</b>						
<b>SUPPLIES/MINOR EQUIPMENT</b>						
73-23-5221 MATERIALS & SUPPLIES	619	2,932	8,850	8,850	8,850	2,750
73-23-5252 SOFTWARE	0	2,500	0	0	0	0
73-23-5300 CONCESSIONS	0	32	0	0	0	0
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>619</b>	<b>5,464</b>	<b>8,850</b>	<b>8,850</b>	<b>8,850</b>	<b>2,750</b>
<b>MAINTENANCE &amp; REPAIRS</b>						
73-23-5485 SOFTWARE MAINTENANCE	0	2,013	3,000	3,000	3,000	3,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>0</b>	<b>2,013</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>CONTRACTUAL SERVICES</b>						
73-23-5600 CONTRACT LABOR	18,234	19,036	18,900	18,900	18,900	18,900
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>18,234</b>	<b>19,036</b>	<b>18,900</b>	<b>18,900</b>	<b>18,900</b>	<b>18,900</b>
<b>SPECIAL EXPENSE/OTHER</b>						
73-23-6317 YOUTH BASEBALL	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PARK SPECIAL REVENUE</b>	<b>18,853</b>	<b>26,513</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>	<b>24,650</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>18,853</b>	<b>26,513</b>	<b>30,750</b>	<b>30,750</b>	<b>30,750</b>	<b>24,650</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>10,294</b>	<b>2,922</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,100</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Fire Special Revenue-74</b>						
Beginning Fund Balance	41,852	24,633	4,658	25,009	25,009	45,009
<b>Revenues</b>	10,161	8,176	15,000	15,000	35,000	150,459
<b>Expenditures</b>						
EMV-2013-FF-00451	0	0	0	0	0	140,467
FEDERAL REIMBURSEMENTS	0	0	0	0	0	0
STATE REIMBURSEMENTS	0	0	0	0	0	12,000
FIRE REVENUE RESCUE	27,380	7,800	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	27,380	7,800	15,000	15,000	15,000	167,467
<b>Current Operating surplus/(deficit)</b>	(17,219)	376	0	0	20,000	(17,008)
Transfers In	0	0	0	0	0	17,008
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	17,008
Ending Fund Balance	24,633	25,009	4,658	25,009	45,009	45,009

Fund Summary: The City Council by ordinance established the Fire Rescue Revenue fund to account for funds collected by the Fire Department for certain incidents for which an insurance claim can be filed. Use of the funds collected is restricted by ordinance to Fire Department equipment, supplies, and training. In 2017, this fund was renamed the Fire Special Revenue Fund and will account for various grants received by the Fire Department - including the Volunteer Coordinator grant position.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>74 -FIRE SPECIAL REVENUE REVENUES</b>						
<b>MISCELLANEOUS</b>						
74-00-4444 REVENUE RESCUE	10,067	8,127	15,000	15,000	35,000	15,000
74-00-4446 FIRE REVENUE GRANTS	0	0	0	0	0	12,000
74-00-4447 SAFER GRANT	0	0	0	0	0	123,459
74-00-4449 INTEREST INCOME	94	49	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>10,161</b>	<b>8,176</b>	<b>15,000</b>	<b>15,000</b>	<b>35,000</b>	<b>150,459</b>
<b>TRANSFERS</b>						
74-00-4900 TRANSFER IN	0	0	0	0	0	17,008
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,008</b>
<b>TOTAL REVENUES</b>	<b>10,161</b>	<b>8,176</b>	<b>15,000</b>	<b>15,000</b>	<b>35,000</b>	<b>167,467</b>
<b>74 -FIRE SPECIAL REVENUE EMV-2013-FF-00451</b>						
<b>PERSONNEL</b>						
74-01-5120 OPERATIONS	0	0	0	0	0	41,309
74-01-5152 PHONE ALLOWANCE	0	0	0	0	0	600
74-01-5153 LONGEVITY	0	0	0	0	0	120
74-01-5180 FICA	0	0	0	0	0	2,606
74-01-5182 HEALTH, DENTAL & LIFE	0	0	0	0	0	10,203
74-01-5186 MDC	0	0	0	0	0	609
74-01-5188 TMRS	0	0	0	0	0	5,245
74-01-5190 UNEMPLOYMENT INSURANCE	0	0	0	0	0	171
74-01-5192 WORKERS COMP	0	0	0	0	0	1,099
<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,962</b>
<b>SUPPLIES/MINOR EQUIPMENT</b>						
74-01-5240 GAS AND OIL	0	0	0	0	0	300
74-01-5252 SOFTWARE	0	0	0	0	0	810
74-01-5280 UNIFORMS	0	0	0	0	0	18,650
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,760</b>
<b>CONTRACTUAL SERVICES</b>						
74-01-5663 PHYSICALS/WEALTH CONTRACT	0	0	0	0	0	9,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,000</b>
<b>SPECIAL EXPENSE/OTHER</b>						
74-01-6201 DUES AND SUBSCRIPTIONS	0	0	0	0	0	3,245
74-01-6202 ADVERTISING AND PRINTING	0	0	0	0	0	1,425
74-01-6380 TRAVEL AND TRAINING	0	0	0	0	0	45,075
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49,745</b>
<b>TOTAL EMV-2013-FF-00451</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,467</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>74 -FIRE SPECIAL REVENUE FEDERAL REIMBURSEMENTS</b>						
SPECIAL EXPENSE/OTHER						
74-02-6380 TRAVEL AND TRAINING	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FEDERAL REIMBURSEMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>74 -FIRE SPECIAL REVENUE STATE REIMBURSEMENTS</b>						
SPECIAL EXPENSE/OTHER						
74-03-6380 TRAVEL AND TRAINING	0	0	0	0	0	12,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,000</b>
<b>TOTAL STATE REIMBURSEMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,000</b>
<b>74 -FIRE SPECIAL REVENUE FIRE REVENUE RESCUE</b>						
SUPPLIES/MINOR EQUIPMENT						
74-50-5217 MINOR EQUIPMENT	50	0	7,500	7,500	7,500	7,500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>50</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
SPECIAL EXPENSE/OTHER						
74-50-6380 TRAVEL & TRAINING	27,330	7,800	7,500	7,500	7,500	7,500
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>27,330</b>	<b>7,800</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
<b>TOTAL REVENUE RESCUE FUND</b>	<b>27,380</b>	<b>7,800</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>27,380</b>	<b>7,800</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>167,467</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-17,219</b>	<b>376</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Police STEP-76</b>						
Beginning Fund Balance	86,432	163,350	185,475	187,727	187,727	222,227
<b>Revenues</b>	106,136	63,009	75,000	75,000	65,000	75,000
<b>Expenditures</b>						
ADMINISTRATION	29,218	38,632	59,540	59,540	30,500	52,500
<b>Total Expenditures</b>	29,218	38,632	59,540	59,540	30,500	52,500
<b>Current Operating surplus/(deficit)</b>	76,918	24,377	15,460	15,460	34,500	22,500
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	163,350	187,727	200,935	203,187	222,227	244,727

Fund Summary: The Step fund was established to provide a funding mechanism to allow more proactive traffic enforcement in the community as well as creating the ability for the Police Department to compete for traffic enforcement grants that have a local match requirement.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**76 -STEP FUND  
REVENUES**

**FINES**

76-00-4155 MUNICIPAL COURT FINES	105,868	62,694	75,000	75,000	65,000	75,000
<b>TOTAL FINES</b>	<b>105,868</b>	<b>62,694</b>	<b>75,000</b>	<b>75,000</b>	<b>65,000</b>	<b>75,000</b>

**MISCELLANEOUS**

76-00-4449 INTEREST INCOME	269	315	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>269</b>	<b>315</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**POLICE SPECIAL REVENUE**

76-00-4665 REIMBURSEMENT - OTHER GOVT	0	0	0	0	0	0
<b>TOTAL POLICE SPECIAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>106,136</b>	<b>63,009</b>	<b>75,000</b>	<b>75,000</b>	<b>65,000</b>	<b>75,000</b>
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**76 -STEP FUND  
ADMINISTRATIVE**

**PERSONNEL**

76-01-5140 OVERTIME	20,458	19,127	25,000	25,000	25,000	25,000
<b>TOTAL PERSONNEL</b>	<b>20,458</b>	<b>19,127</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

**SUPPLIES/MINOR EQUIPMENT**

76-01-5217 MINOR EQUIPMENT	4,440	14,052	29,040	29,040	0	20,500
<b>TOTAL SUPPLIES/MINOR EQUIPMENT</b>	<b>4,440</b>	<b>14,052</b>	<b>29,040</b>	<b>29,040</b>	<b>0</b>	<b>20,500</b>

**MAINTENANCE & REPAIRS**

76-01-5485 SOFTWARE MAINTENANCE	4,320	5,453	5,500	5,500	5,500	7,000
<b>TOTAL MAINTENANCE &amp; REPAIRS</b>	<b>4,320</b>	<b>5,453</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>7,000</b>

<b>TOTAL ADMINISTRATIVE</b>	<b>29,218</b>	<b>38,632</b>	<b>59,540</b>	<b>59,540</b>	<b>30,500</b>	<b>52,500</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>29,218</b>	<b>38,632</b>	<b>59,540</b>	<b>59,540</b>	<b>30,500</b>	<b>52,500</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>76,919</b>	<b>24,377</b>	<b>15,460</b>	<b>15,460</b>	<b>34,500</b>	<b>22,500</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Police Forfeiture-77</b>						
Beginning Fund Balance	2,968	75	1,473	1,475	1,475	75
<b>Revenues</b>	7	1,400	0	0	0	0
<b>Expenditures</b>						
POLICE FORFEITURE	2,900	0	0	1,400	1,400	0
<b>Total Expenditures</b>	2,900	0	0	1,400	1,400	0
<b>Current Operating surplus/(deficit)</b>	(2,893)	1,400	0	(1,400)	(1,400)	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	75	1,475	1,473	75	75	75

Fund Summary: State law requires that certain funds or assets forfeited to the municipality after adjudication by a court must be used for law enforcement purposes.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**77 -POLICE FORFEITURE FUND  
REVENUES**

**MISCELLANEOUS**

77-00-4449 INTEREST INCOME	7	2	0	0	0	0
77-00-4483 ASSET FORFEITURE	0	1,398	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>7</b>	<b>1,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL REVENUES</b>	<b>7</b>	<b>1,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**77 -POLICE FORFEITURE FUND  
POLICE FORFEITURE**

**SPECIAL EXPENSE/OTHER**

77-40-6210 POLICE FORFEITURE EXPENSE	2,900	0	0	1,400	1,400	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>2,900</b>	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>	<b>0</b>

<b>TOTAL POLICE FORFEITURE</b>	<b>2,900</b>	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>	<b>0</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>2,900</b>	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>	<b>0</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-2,893</b>	<b>1,400</b>	<b>0</b>	<b>-1,400</b>	<b>-1,400</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Police Special Revenue-78</b>						
Beginning Fund Balance	37,004	49,666	57,716	71,809	71,809	103,809
<b>Revenues</b>	18,475	23,032	20,000	20,000	32,000	32,000
<b>Expenditures</b>						
POLICE SPECIAL REVENUE	5,813	889	20,000	20,000	0	32,000
<b>Total Expenditures</b>	5,813	889	20,000	20,000	0	32,000
<b>Current Operating surplus/(deficit)</b>	12,662	22,143	0	0	32,000	0
Transfers In	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	0	0	0	0	0	0
Ending Fund Balance	49,666	71,809	57,716	71,809	103,809	103,809

Fund Summary: The City Council established the fund by ordinance to account for the collection of alarm system permitting fees. Use of the funds is restricted to expenditures relating to the operation of the alarm permitting program.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**78 -POLICE SPECIAL REVENUE REVENUES**

**MISCELLANEOUS**

78-00-4449 INTEREST INCOME	100	111	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>100</b>	<b>111</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PERMITS & LICENSES**

78-00-4510 ALARM FEES REVENUE	18,375	22,922	20,000	20,000	32,000	32,000
<b>TOTAL PERMITS &amp; LICENSES</b>	<b>18,375</b>	<b>22,922</b>	<b>20,000</b>	<b>20,000</b>	<b>32,000</b>	<b>32,000</b>

<b>TOTAL REVENUES</b>	<b>18,475</b>	<b>23,032</b>	<b>20,000</b>	<b>20,000</b>	<b>32,000</b>	<b>32,000</b>
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**78 -POLICE SPECIAL REVENUE POLICE SPECIAL REVENUE**

**SPECIAL EXPENSE/OTHER**

78-40-6301 FALSE ALARM PROGRAM	5,813	889	20,000	20,000	0	32,000
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>5,813</b>	<b>889</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>32,000</b>

<b>TOTAL POLICE SPECIAL REVENUE</b>	<b>5,813</b>	<b>889</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>32,000</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>5,813</b>	<b>889</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>32,000</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>12,662</b>	<b>22,143</b>	<b>0</b>	<b>0</b>	<b>32,000</b>	<b>0</b>
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**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Tax Reinvestment Zone-79</b>						
Beginning Fund Balance	(5,516)	(11,219)	(18,364)	53,861	53,861	223,920
<b>Revenues</b>	192,984	191,774	235,710	235,710	252,654	389,500
<b>Expenditures</b>						
ADMINISTRATION	0	0	16,800	16,800	270,800	411,975
<b>Total Expenditures</b>	0	0	16,800	16,800	270,800	411,975
<b>Current Operating surplus/(deficit)</b>	192,984		218,910	218,910	(18,146)	(22,475)
Transfers In	0	72,056	0	0	260,000	329,700
Transfers Out	(198,687)	(198,750)	(70,200)	(70,200)	(71,795)	(70,200)
<b>Net Transfers In / (Out)</b>	(198,687)	(126,694)	(70,200)	(70,200)	188,205	259,500
Ending Fund Balance	(11,219)	53,861	130,346	202,571	223,920	460,945

Fund Summary: The Tax Reinvestment Zone No. 1 was created by the City Council in 2006. The district has a separate board of directors who are charged with implementing the Financing Plan that accompanied creation of the zone. Both the City and Williamson County contribute 50% of their respective tax collections on the "incremental" value of property within the district to the TIRZ fund.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>79 -TIRZ #1 REVENUES</b>						
<b>MISCELLANEOUS</b>						
79-00-4449 INTEREST INCOME	25	168	0	0	200	0
<b>TOTAL MISCELLANEOUS</b>	<b>25</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>TAXES</b>						
79-00-4838 CURRENT TAX REVENUE	105,726	113,158	138,414	138,414	147,829	224,500
79-00-4850 DELINQUENT PROPERTY TAX	8,804	0	0	0	0	0
79-00-4890 TAX REVENUE - COUNTY	78,430	78,448	97,296	97,296	104,625	165,000
<b>TOTAL TAXES</b>	<b>192,959</b>	<b>191,606</b>	<b>235,710</b>	<b>235,710</b>	<b>252,454</b>	<b>389,500</b>
<b>TRANSFERS</b>						
79-00-4925 TRANSFER IN - WATER IMPACT FEE	0	57,036	0	0	200,000	232,800
79-00-4926 TRANSFER IN-WASTEWATER IMPACT	0	15,020	0	0	60,000	96,900
<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>72,056</b>	<b>0</b>	<b>0</b>	<b>260,000</b>	<b>329,700</b>
<b>TOTAL REVENUES</b>	<b>192,984</b>	<b>263,830</b>	<b>235,710</b>	<b>235,710</b>	<b>512,654</b>	<b>719,200</b>
<b>79 -TIRZ #1 TIRZ #1</b>						
<b>CONTRACTUAL SERVICES</b>						
79-01-5744 CRESCENT PROPERTY PAYMENT ACCT	0	0	6,000	6,000	260,000	379,700
79-01-5745 OAK CREEK PID PAYMENT ACCT	0	0	10,800	10,800	10,800	32,275
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>16,800</b>	<b>16,800</b>	<b>270,800</b>	<b>411,975</b>
<b>TRANSFERS</b>						
79-01-9000 TRANSFER OUT	189,200	189,200	59,200	59,200	59,200	59,200
79-01-9002 TRANSFER OUT-LEANDER DEV AUTH	9,487	9,550	11,000	11,000	12,595	11,000
<b>TOTAL TRANSFERS</b>	<b>198,687</b>	<b>198,750</b>	<b>70,200</b>	<b>70,200</b>	<b>71,795</b>	<b>70,200</b>
<b>TOTAL TIRZ #1</b>	<b>198,687</b>	<b>198,750</b>	<b>87,000</b>	<b>87,000</b>	<b>342,595</b>	<b>482,175</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>198,687</b>	<b>198,750</b>	<b>87,000</b>	<b>87,000</b>	<b>342,595</b>	<b>482,175</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>-5,703</b>	<b>65,080</b>	<b>148,710</b>	<b>148,710</b>	<b>170,059</b>	<b>237,025</b>

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Leander Development Authority- 96</b>						
Beginning Fund Balance	0	0	0	0	0	0
<b>Revenues</b>	0	0	0	0	0	0
<b>Expenditures</b>						
ADMINISTRATION	9,487	9,550	32,800	32,800	12,595	422,975
<b>Total Expenditures</b>	9,487	9,550	32,800	32,800	12,595	422,975
<b>Current Operating surplus/(deficit)</b>	(9,487)	(9,550)	(32,800)	(32,800)	(12,595)	(422,975)
Transfers In	9,487	9,550	32,800	32,800	12,595	422,975
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	9,487	9,550	32,800	32,800	12,595	422,975
Ending Fund Balance	0	0	0	0	0	0

Fund Summary: The Leander Development Authority (LDA) was created by the City Council at the same time as the Tax Reinvestment Zone No. 1. The LDA acts as the "contracting arm" for the TIRZ district.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**96 -LEANDER DEVELOPMENT AUTH.  
REVENUES**

**TRANSFERS**

96-00-4900 TRANSFER IN	9,487	9,550	32,800	32,800	12,595	422,975
<b>TOTAL TRANSFERS</b>	<b>9,487</b>	<b>9,550</b>	<b>32,800</b>	<b>32,800</b>	<b>12,595</b>	<b>422,975</b>

<b>TOTAL REVENUES</b>	<b>9,487</b>	<b>9,550</b>	<b>32,800</b>	<b>32,800</b>	<b>12,595</b>	<b>422,975</b>
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**96 -LEANDER DEVELOPMENT AUTH.  
LEANDER GOVERNMENT AUTH**

**CONTRACTUAL SERVICES**

96-01-5741 RB270 PARTNERSHIP DEV AGR	4,668	4,788	5,500	5,500	6,310	5,500
96-01-5742 VILLAGE @ LEANDER ST DEV AGR	4,819	4,762	5,500	5,500	6,285	5,500
96-01-5744 CRESCENT PAYMENT ACCOUNT	0	0	11,000	11,000	0	379,700
96-01-5745 OAK CREEK PID	0	0	10,800	10,800	0	32,275
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>9,487</b>	<b>9,550</b>	<b>32,800</b>	<b>32,800</b>	<b>12,595</b>	<b>422,975</b>

<b>TOTAL LEANDER GOVERNMENT AUTH</b>	<b>9,487</b>	<b>9,550</b>	<b>32,800</b>	<b>32,800</b>	<b>12,595</b>	<b>422,975</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>9,487</b>	<b>9,550</b>	<b>32,800</b>	<b>32,800</b>	<b>12,595</b>	<b>422,975</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**FY 2016-17  
PROPOSED BUDGET**

**DEBT  
SERVICE FUNDS**

**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Interest &amp; Sinking Fund-80</b>						
Beginning Fund Balance	604,817	844,477	1,280,662	1,330,574	1,330,574	1,459,174
<b>Revenues</b>	4,946,279	8,813,507	6,895,000	6,895,000	7,023,600	7,541,893
<b>Expenditures</b>						
DEBT SERVICE	4,795,330	8,414,781	6,981,720	6,981,720	6,981,720	7,541,893
<b>Total Expenditures</b>	4,795,330	8,414,781	6,981,720	6,981,720	6,981,720	7,541,893
<b>Current Operating surplus/(deficit)</b>	150,949	398,726	(86,720)	(86,720)	41,880	0
Transfers In	88,711	87,371	86,720	86,720	86,720	0
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	88,711	87,371	86,720	86,720	86,720	0
Ending Fund Balance	844,477	1,330,574	1,280,662	1,330,574	1,459,174	1,459,174

Fund Summary: The Interest & Sinking fund is legally required to account for the portion of property taxes collected by the City to pay its debt obligations. Each year, the City Council adopts a tax rate on all property within the city limits. However, the tax rate has two components - a Maintenance & Operations rate which supports the General Fund; and an Interest & Sinking rate which goes to this fund to be available to pay the City's debt.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>80 -GENERAL I&amp;S FUND REVENUES</b>						
<b>ADMINISTRATIVE</b>						
80-00-4013 BOND PROCEEDS	0	2,955,000	0	0	0	0
<b>TOTAL ADMINISTRATIVE</b>	<b>0</b>	<b>2,955,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MISCELLANEOUS</b>						
80-00-4449 INTEREST INCOME	1,531	2,455	0	0	3,600	0
<b>TOTAL MISCELLANEOUS</b>	<b>1,531</b>	<b>2,455</b>	<b>0</b>	<b>0</b>	<b>3,600</b>	<b>0</b>
<b>TAXES</b>						
80-00-4838 CURRENT TAX REVENUE	4,913,314	5,776,710	6,825,000	6,825,000	6,950,000	7,471,893
80-00-4852 DELINQUENT TAX REVENUE	8,139	53,076	45,000	45,000	45,000	45,000
80-00-4870 PENALTY & INTEREST	23,294	26,266	25,000	25,000	25,000	25,000
<b>TOTAL TAXES</b>	<b>4,944,748</b>	<b>5,856,051</b>	<b>6,895,000</b>	<b>6,895,000</b>	<b>7,020,000</b>	<b>7,541,893</b>
<b>TRANSFERS</b>						
80-00-4900 TRANSFER IN	88,711	87,371	86,720	86,720	86,720	0
<b>TOTAL TRANSFERS</b>	<b>88,711</b>	<b>87,371</b>	<b>86,720</b>	<b>86,720</b>	<b>86,720</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>5,034,990</b>	<b>8,900,878</b>	<b>6,981,720</b>	<b>6,981,720</b>	<b>7,110,320</b>	<b>7,541,893</b>

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>80 -GENERAL I&amp;S FUND</b>						
<b>I&amp;S EXPENDITURES</b>						
<b>SPECIAL EXPENSE/OTHER</b>						
80-01-6810 ARBITRAGE FEES	7,420	8,545	12,500	12,500	12,500	12,500
80-01-6811 BOND ISSUANCE COSTS	1,381	28,977	0	0	0	0
80-01-6812 PAYING AGENT FEES	3,150	3,050	5,180	5,180	5,180	5,180
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>11,951</b>	<b>40,572</b>	<b>17,680</b>	<b>17,680</b>	<b>17,680</b>	<b>17,680</b>
<b>INTEREST</b>						
80-01-9207 INTEREST 27,655M GO & REF 2010	814,900	809,600	738,200	738,200	738,200	664,200
80-01-9209 INTEREST 4,630M GO REFND 2009	102,625	73,050	42,175	42,175	42,175	6,825
80-01-9212 INTEREST 21M/2007 GO REF	25,675	0	0	0	0	0
80-01-9222 INTEREST 4,245M/2005 REFUNDING	126,668	0	0	0	0	0
80-01-9232 INTEREST \$19,165M GO RFG 2012A	521,225	521,225	521,225	521,225	521,225	521,225
80-01-9233 INTEREST 14,310M SERIES 2012	308,575	293,175	280,875	280,875	280,875	268,475
80-01-9239 INTEREST PPFC 2013	9,961	7,975	6,672	6,672	6,672	5,360
80-01-9242 INTEREST \$24M CTR SERIES 2015	0	0	1,602,796	1,602,796	1,602,796	1,074,500
80-01-9243 INTEREST \$2.9M GO RFDG 2014	0	43,833	53,600	53,600	53,600	53,600
<b>TOTAL INTEREST</b>	<b>1,909,628</b>	<b>1,748,857</b>	<b>3,245,543</b>	<b>3,245,543</b>	<b>3,245,543</b>	<b>2,594,185</b>
<b>PRINCIPAL</b>						
80-01-9604 PRINCIPAL 27,655M GO & REF2010	265,000	1,785,000	1,850,000	1,850,000	1,850,000	2,495,000
80-01-9609 PRINCIPAL 4,245M/2005 REFUNDIN	200,000	0	0	0	0	0
80-01-9610 PRINCIPAL 21M/2007 GO REF	650,000	0	0	0	0	0
80-01-9623 PRINCIPAL 4,630M GO REFND 2009	910,000	950,000	1,010,000	1,010,000	1,010,000	210,000
80-01-9631 PRINCIPAL 14,310M SERIES 2012	770,000	615,000	620,000	620,000	620,000	865,000
80-01-9641 PAYMENT TO REFUNDING BONDS	0	2,920,956	0	0	0	0
80-01-9642 PRINCIPAL PPFC 2013	78,750	79,396	80,047	80,047	80,047	80,703
80-01-9645 CONTRACT REVENUE - NAMELESS VA	0	0	158,450	158,450	158,450	209,325
80-01-9647 PRINCIPAL \$24M CTR SERIES 2015	0	0	0	0	0	815,000
80-01-9648 PRINCIPAL \$2.9M GO RFDG 2014	0	275,000	0	0	0	255,000
<b>TOTAL PRINCIPAL</b>	<b>2,873,750</b>	<b>6,625,352</b>	<b>3,718,497</b>	<b>3,718,497</b>	<b>3,718,497</b>	<b>4,930,028</b>
<b>TOTAL I&amp;S EXPENDITURES</b>	<b>4,795,330</b>	<b>8,414,781</b>	<b>6,981,720</b>	<b>6,981,720</b>	<b>6,981,720</b>	<b>7,541,893</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>4,795,330</b>	<b>8,414,781</b>	<b>6,981,720</b>	<b>6,981,720</b>	<b>6,981,720</b>	<b>7,541,893</b>
<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>239,660</b>	<b>486,097</b>	<b>0</b>	<b>0</b>	<b>128,600</b>	<b>0</b>



**CITY OF LEANDER  
FY 2016-17  
PROPOSED BUDGET**

	FY 2014	FY 2015	FY 2016			FY 2017
FUND	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED
<b>Utility Fund Debt Service-85</b>						
Beginning Fund Balance	151,698	152,256	152,291	149,971	149,971	149,971
<b>Revenues</b>	543	79	0	0	0	0
<b>Expenditures</b>						
DEBT SERVICE	3,273,741	10,536,784	10,906,935	10,906,935	10,906,935	11,461,384
<b>Total Expenditures</b>	3,273,741	10,536,784	10,906,935	10,906,935	10,906,935	11,461,384
<b>Current Operating surplus/(deficit)</b>	(3,273,198)	(10,536,705)	(10,906,935)	(10,906,935)	(10,906,935)	(11,461,384)
Transfers In	3,273,756	10,534,420	10,906,935	10,906,935	10,906,935	11,461,384
Transfers Out	0	0	0	0	0	0
<b>Net Transfers In / (Out)</b>	3,273,756	10,534,420	10,906,935	10,906,935	10,906,935	11,461,384
<b>Net Restricted for bond covenant</b>	152,256	149,971	152,291	149,971	149,971	149,971

Fund Summary: The City issues debt periodically for water or wastewater capital projects. This fund has been established to account for the debt service related to these projects. Revenues from utility operations (rate payers) are transferred to this fund so that sufficient revenue is available to make the payments when due. In prior years, the debt owed for the BCRUA Regional Water Treatment Plant and the BCRWWS wastewater system was expensed directly from the Utility Fund. The budget reflects funds transferred from the Utility Fund to the Debt Service fund for those obligations.

DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**85 -UTILITY I&S FUND  
UTILITY I&S EXPENDITURES**

**SPECIAL EXPENSE/OTHER**

85-01-6810 ARBITRAGE REBATES	0	2,400	2,400	2,400	2,400	2,400
85-01-6812 PAYING AGENT FEES	0	0	0	0	0	0
<b>TOTAL SPECIAL EXPENSE/OTHER</b>	<b>0</b>	<b>2,400</b>	<b>2,400</b>	<b>2,400</b>	<b>2,400</b>	<b>2,400</b>

**INTEREST**

85-01-9210 INTEREST 2,155M / 2003	48,154	42,737	37,152	37,152	37,152	31,320
85-01-9213 INTEREST 14,310M SERIES 2012	119,588	119,488	119,388	119,388	119,388	119,286
85-01-9230 INTEREST 36,270M SERIES 2012	1,398,475	1,350,775	1,328,675	1,328,675	1,328,675	1,306,075
85-01-9232 INTEREST \$19,165M GO RFG 2012A	236,525	236,525	236,525	236,525	236,525	236,525
85-01-9238 INTEREST 27,655M GO & REF 2010	286,000	286,000	256,200	256,200	256,200	224,800
85-01-9240 INTEREST BCRUA	0	4,243,721	4,197,311	4,197,311	4,197,311	4,136,189
85-01-9241 INTEREST BCRWWS	0	317,763	304,192	304,192	304,192	290,214
85-01-9242 INTEREST \$24M CTR SERIES 2015	0	0	59,145	59,145	59,145	39,650
<b>TOTAL INTEREST</b>	<b>2,088,741</b>	<b>6,597,009</b>	<b>6,538,588</b>	<b>6,538,588</b>	<b>6,538,588</b>	<b>6,384,059</b>

**PRINCIPAL**

85-01-9604 PRINCIPAL 27.655 GO & REF 2010	0	745,000	785,000	785,000	785,000	1,095,000
85-01-9611 PRINCIPAL 14,310M SERIES 2012	5,000	5,000	5,000	5,000	5,000	5,000
85-01-9613 PRINCIPAL 2,155M / 2003	120,000	130,000	130,000	130,000	130,000	140,000
85-01-9636 PRINCIPAL 36,270M SERIES 2012	1,060,000	1,105,000	1,130,000	1,130,000	1,130,000	1,150,000
85-01-9643 PRINCIPAL BCRUA	0	1,500,000	1,850,000	1,850,000	1,850,000	2,175,000
85-01-9644 PRINCIPAL BCRWWS	0	452,375	465,947	465,947	465,947	479,925
85-01-9647 PRINCIPAL \$24M CTR SERIES 2015	0	0	0	0	0	30,000
<b>TOTAL PRINCIPAL</b>	<b>1,185,000</b>	<b>3,937,375</b>	<b>4,365,947</b>	<b>4,365,947</b>	<b>4,365,947</b>	<b>5,074,925</b>

<b>TOTAL UTILITY I&amp;S EXPENDITURES</b>	<b>3,273,741</b>	<b>10,536,784</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>11,461,384</b>
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<b>FUND TOTAL EXPENDITURES</b>	<b>3,273,741</b>	<b>10,536,784</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>11,461,384</b>
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<b>*** REVENUES OVER(UNDER) EXPENSES ***</b>	<b>558</b>	<b>-2,285</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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DEPARTMENT	FY 2014	FY 2015	FY 2016			FY 2017
	ACTUAL	ACTUAL	ADOPTED	REVISED	ESTIMATED	PROPOSED

**85 -UTILITY I&S FUND  
REVENUES**

**MISCELLANEOUS**

85-00-4449 INTEREST INCOME	543	79	0	0	0	0
<b>TOTAL MISCELLANEOUS</b>	<b>543</b>	<b>79</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TRANSFERS**

85-00-4920 TRANSFER IN CIF FUND	500,000	1,225,000	1,000,000	1,000,000	1,000,000	1,000,000
85-00-4970 TRANSFER IN UTILITY FUND	2,773,756	9,309,420	9,906,935	9,906,935	9,906,935	10,461,384
<b>TOTAL TRANSFERS</b>	<b>3,273,756</b>	<b>10,534,420</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>11,461,384</b>

<b>TOTAL REVENUES</b>	<b>3,274,299</b>	<b>10,534,499</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>10,906,935</b>	<b>11,461,384</b>
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**FY 2016-17  
PROPOSED BUDGET**

**SCHEDULES**

# POSITION SUMMARY

## General Fund

Department / Position	2016	2017	Department / Position	2016	2017
<u>Administration</u>			<u>Public Works – Streets</u>		
City Manager	1	1	Public Works Director	1	1
Public Information Officer	0	1	Street Supervisor	1	1
<b>Total</b>	<b>1.0</b>	<b>2.0</b>	Administrative Assistant	1	1
<u>City Secretary</u>			Maintenance II/Crew Leader	5	7
City Secretary	1	1	Maintenance I	7	8
Deputy City Secretary	1	1	Mechanic	1	1
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>Total</b>	<b>16.0</b>	<b>19.0</b>
<u>Finance</u>			<u>Engineering</u>		
Finance Director	1	1	Engineering Director	1	1
Accounting Manager	0	1	Assistant City Engineer	1	1
Senior Accountant	1	1	Engineer	2	2
General Services Manager	0	1	GIS Coordinator	1	1
Purchasing Agent	1	0	GIS Analyst	0	1
Accounting Clerk	1	1	Stormwater Inspector	1	1
Payroll Clerk	1	1	Construction Inspector	4	4
<b>Total</b>	<b>5.0</b>	<b>6.0</b>	Administrative Assistant	1	1
<u>Economic Development</u>			<b>Total</b>	<b>11.0</b>	<b>12.0</b>
Economic Development Director	1	1	<u>Parks &amp; Recreation</u>		
Economic Development Manager	1	1	Parks & Recreation Director	1	1
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	Maintenance Supervisor	1	1
<u>Human Resources</u>			Recreation Supervisor	1	1
Human Resources Director	1	1	Athletics/Recreation Prog.	1	1
HR Manager	1	1	Administrative Assistant	1	1
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	Maintenance II / Crew Leader	3	3
<u>Information Technology</u>			Maintenance I/Parks	5	7
Information Technology Manager	1	1	Maintenance II / Janitorial	1	1
Public Safety Systems Admin.	1	1	Maintenance I / Janitorial	1	1
Help Desk Specialist	0	1	<b>Total</b>	<b>15.0</b>	<b>17.0</b>
<b>Total</b>	<b>2.0</b>	<b>3.0</b>	<u>Police</u>		
<u>Municipal Court</u>			<u>Administration</u>		
Court Administrator	1	1	Chief of Police	1	1
Deputy Court Clerk	3	3	Assistant Chief of Police	1	1
Bailiff (PT)	0	0.5	Administrative Office Manager	1	1
<b>Total</b>	<b>4.0</b>	<b>4.5</b>	Administrative Assistant/Records	1	1
<u>Planning</u>			<b>Sub-total</b>	<b>5.0</b>	<b>5.0</b>
Assistant City Manager	1	1	<u>Uniform Services</u>		
Planning Manager	0	1	Lieutenant	1	1
Senior Planner	1	0	Sergeant	5	5
Planner	1	1	Officer	16	20
Assistant Planner	0	1	Warrant Officer	1	1
Planning Coordinator	1	1	Corporal	4	4
<b>Total</b>	<b>4.0</b>	<b>5.0</b>	<b>Sub-total</b>	<b>27.0</b>	<b>31.0</b>
			<u>Support Services</u>		
			Lieutenant	1	1
			Communications & Records Mgr	0	1
			TCO Manager	1	0
			TCO Supervisor	2	2

**POSITION SUMMARY**  
**General Fund (cont'd)**

Department / Position	2016	2017	Department / Position	2016	2017
<u>Support Services (cont'd)</u>			<u>Fire (cont'd)</u>		
Telecommunications Officer III	2	2	<u>Emergency Operations</u>		
Telecommunications Officer II	3	3	Assistant Fire Chief	1	1
Telecommunications Officer I	2	2	Battalion Chief	3	3
Sergeant	1	3	Lieutenant	9	12
Officer III/Community Services	1	1	Driver / Pump Operator	12	12
School Resource Officer/Sgt	1	1	Firefighter	15	18
School Resource Officer	3	4	Logistics Support	0	0.5
<b>Sub-total</b>	<b>17.0</b>	<b>20.0</b>	<b>Total</b>	<b>40.0</b>	<b>46.5</b>
<u>Animal Control</u>			<b>Fire Department Total</b>		
Animal Services Supervisor	1	1		<b>48.5</b>	<b>55.5</b>
Animal Services Officer I	1	2	<u>Building Inspections</u>		
<b>Sub-total</b>	<b>2.0</b>	<b>3.0</b>	Building Official	1	1
<u>Criminal Investigations</u>			Chief Building Inspector	1	1
Lieutenant	1	1	Senior Inspector	3	4
Sergeant/CID	3	3	Plan Reviewer	1	2
Officer III/Corp	2	2	Permits Clerk	2	2
Victim Services Coordinator	1	1	Zoning Compliance Officer	1	1
Crime Scene Specialist	1	1	Receptionist	1	1
<b>Sub-total</b>	<b>8.0</b>	<b>8.0</b>	<b>Total</b>	<b>10.0</b>	<b>12.0</b>
<b>Police Department Total</b>			<u>Code Enforcement</u>		
	<b>59.0</b>	<b>67.0</b>	Senior Code Enforcement Officer	0	1
<u>Fire</u>			Code Enforcement Officer	2	1
<u>Administration</u>			<b>Total</b>	<b>2.0</b>	<b>2.0</b>
Fire Chief	1	1	<b>GENERAL FUND TOTAL</b>		
Administrative Assistant	1	1		<b>182.5</b>	<b>211.0</b>
Volunteer Coordinator	1	1			
<b>Total</b>	<b>3.0</b>	<b>3.0</b>			
<u>Preparedness &amp; Wellness</u>					
Assistant Chief / EMC	0	1			
Admin Battalion Chief	1	0			
Training Officer	0	1			
Training Instructor	1	1			
Firefighter (PT)	0.5	0			
<b>Total</b>	<b>2.5</b>	<b>3.0</b>			
<u>Prevention &amp; Life Safety</u>					
Fire Marshal	1	1			
Senior Fire Inspector	1	2			
Fire Inspector	0	1			
Fire Inspector (PT)	1	0			
<b>Total</b>	<b>3.0</b>	<b>3.0</b>			

## POSITION SUMMARY

### Golf Fund

Department / Position	2016	2017	Department / Position	2016	2017
<u>Grounds Maintenance</u>			<u>Pro Shop</u>		
Golf Course Superintendent	1	1	General Manager	1	1
Assistant Course Superintendent	1	1	Head Golf Pro	1	1
Greenskeeper I	3.5	3.5	Assistant Golf Pro	1	1
Mechanic – Golf Maintenance	1	1	Pro Shop Attendant	2.7	2.5
<b>Total</b>	<b>6.5</b>	<b>6.5</b>	Cart Attendant	3.3	2.5
			<b>Total</b>	<b>9.0</b>	<b>8.0</b>
<u>Grill</u>					
Grill Manager	1	1			
Grill Attendant	2.1	2.1			
Grill Attendant – Seasonal	0.4	0			
<b>Total</b>	<b>3.5</b>	<b>3.1</b>	<b>GOLF FUND TOTAL</b>	<b>19.0</b>	<b>17.6</b>

### Utility Fund

Department / Position	2016	2017	Department / Position	2016	2017
<u>Utility Billing</u>			<u>Wastewater Maintenance</u>		
Utility Billing Manager	0	1	Public Works Superintendent	0.5	0.5
Utility Billing Supervisor	1	1	Water & Wastewater Supt.	0.5	0.5
Billing Assistant	1	1	Utility Operations Supervisor	0.5	0.5
Customer Service Supervisor	0	1	Wastewater Plant Operator	5	6
Utility Clerk	3	3	Crew Leader I	1	1
Meter Operations Supervisor	0	1	Utility Maintenance I	1	1
Meter Reader	3	3	W/WW Service Tech	1	1
Field Technician	1	1	<b>Total</b>	<b>9.5</b>	<b>10.5</b>
<b>Total</b>	<b>9.0</b>	<b>12.0</b>			
<u>Water Maintenance</u>			<u>Regional Water Plant</u>		
Public Works Superintendent	0.5	0.5	Superintendent	1	1
Water & Wastewater Supt.	0.5	0.5	Water Plant Operators	3	7
Utility Operations Supervisor	0.5	0.5	<b>Total</b>	<b>4.0</b>	<b>8.0</b>
Crew Leader	2	2			
Utility Maintenance I	2	2			
W/WW Service Tech	1	1			
<b>Total</b>	<b>6.5</b>	<b>6.5</b>	<b>UTILITY FUND TOTAL</b>	<b>29.0</b>	<b>37.0</b>
			<b>ALL FUNDS GRAND TOTAL</b>	<b>230.5</b>	<b>265.5</b>



## General Obligation Bonds Tax Supported Debt Summary

	PRINCIPAL	INTEREST	TOTAL
<b>Prior - 2016</b>	3,560,047.13	3,245,543.23	<b>6,805,590.36</b>
<b>2017</b>	4,720,703.52	2,594,184.62	<b>7,314,888.14</b>
<b>2018</b>	4,916,365.29	2,435,061.08	<b>7,351,426.37</b>
<b>2019</b>	5,157,032.48	2,252,151.70	<b>7,409,184.18</b>
<b>2020</b>	5,247,705.15	2,059,406.36	<b>7,307,111.51</b>
<b>2021</b>	4,735,000.00	1,863,300.00	<b>6,598,300.00</b>
<b>2022</b>	4,875,000.00	1,688,450.00	<b>6,563,450.00</b>
<b>2023</b>	4,590,000.00	1,484,300.00	<b>6,074,300.00</b>
<b>2024</b>	5,100,000.00	1,287,725.00	<b>6,387,725.00</b>
<b>2025</b>	3,420,000.00	1,108,475.00	<b>4,528,475.00</b>
<b>2026</b>	3,590,000.00	941,475.00	<b>4,531,475.00</b>
<b>2027</b>	3,735,000.00	800,575.00	<b>4,535,575.00</b>
<b>2028</b>	1,740,000.00	654,400.00	<b>2,394,400.00</b>
<b>2029</b>	1,825,000.00	571,900.00	<b>2,396,900.00</b>
<b>2030</b>	1,895,000.00	498,900.00	<b>2,393,900.00</b>
<b>2031</b>	1,480,000.00	409,000.00	<b>1,889,000.00</b>
<b>2032</b>	1,555,000.00	335,000.00	<b>1,890,000.00</b>
<b>2033</b>	1,630,000.00	257,250.00	<b>1,887,250.00</b>
<b>2034</b>	1,715,000.00	175,750.00	<b>1,890,750.00</b>
<b>2035</b>	1,800,000.00	90,000.00	<b>1,890,000.00</b>
<b>Outstanding</b>	<b>63,726,806.44</b>	<b>21,507,303.76</b>	<b>85,234,110.20</b>

# Combination Tax & Revenue Certificates of Obligation, Series 2015

Total Issue: \$24,040,000 (\$23,185,000 Tax-Supported)

Closing Date: 2/19/2015

Total: 23,185,000				
	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	815,000.00	1,074,500.00	3.00%	1,889,500.00
2018	840,000.00	1,050,050.00	4.00%	1,890,050.00
2019	875,000.00	1,016,450.00	4.00%	1,891,450.00
2020	910,000.00	981,450.00	4.00%	1,891,450.00
2021	945,000.00	945,050.00	3.00%	1,890,050.00
2022	975,000.00	916,700.00	4.00%	1,891,700.00
2023	1,010,000.00	877,700.00	5.00%	1,887,700.00
2024	1,065,000.00	827,200.00	5.00%	1,892,200.00
2025	1,115,000.00	773,950.00	5.00%	1,888,950.00
2026	1,170,000.00	718,200.00	5.00%	1,888,200.00
2027	1,230,000.00	659,700.00	5.00%	1,889,700.00
2028	1,290,000.00	598,200.00	5.00%	1,888,200.00
2029	1,355,000.00	533,700.00	4.00%	1,888,700.00
2030	1,410,000.00	479,500.00	5.00%	1,889,500.00
2031	1,480,000.00	409,000.00	5.00%	1,889,000.00
2032	1,555,000.00	335,000.00	5.00%	1,890,000.00
2033	1,630,000.00	257,250.00	5.00%	1,887,250.00
2034	1,715,000.00	175,750.00	5.00%	1,890,750.00
2035	1,800,000.00	90,000.00	5.00%	1,890,000.00
	<b>23,185,000.00</b>	<b>12,719,350.00</b>		<b>35,904,350.00</b>

## USE OF PROCEEDS:

Proceeds from the sale of the Certificates will be used to pay for the (i) construction of City-wide road and street improvements and the acquisition of right-of-way and easements therefor, (ii) Construction, acquisition and installation of additions, improvements and extensions to the City's Waterworks and Sewer System, (iii) construction and equipping of two fire stations and the acquisition of sites therefor [site 1 in the North Central part of the City and site 2 in the East Central part of the City], (iv) construction of park and recreational improvements on City park land, (v) acquisition of land for a new City park in the vicinity of U.S. Highway 183 and the South Fork San Gabriel River, and (vi) the payment of professional services and costs of issuance related thereto.

# General Obligation Refunding Bonds, Series 2014

Total Issue: \$2,955,000

Final Refunding of General Obligation Refunding Bonds, Series 2005 (\$2,890,000 defeased debt)

Closing Date: 11/18/2014

Frost Bank

Total: \$2,955,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	255,000.00	53,600.00	2.00%	308,600.00
2018	280,000.00	48,500.00	2.00%	328,500.00
2019	290,000.00	42,900.00	2.00%	332,900.00
2020	300,000.00	37,100.00	2.00%	337,100.00
2021	305,000.00	31,100.00	2.00%	336,100.00
2022	310,000.00	25,000.00	2.00%	335,000.00
2023	315,000.00	18,800.00	2.00%	333,800.00
2024	625,000.00	12,500.00	2.00%	637,500.00

**2,680,000.00**

**269,500.00**

**2,949,500.00**

## NOTE:

The 2014 GO Refunding Bond is made up of the 2005 GO REF Series (\$2,890,000 defeased debt).

The 2005 GO Refunding Bond was made up of the 1999 CO and 1997 GO Issuance (\$3,870,000 defeased debt)

## USE OF PROCEEDS:

### Combination Tax and Revenue Certificates of Obligation, Series 1999: \$3,580,000

Proceeds from the sale of the Certificates will be used for the purpose of paying contractual obligations of the City to be incurred for (1) street, road and drainage construction and improvements, (2) paving the City of Leander City Hall parking lot, (3) improvements to and equipping of the City Library, (4) improvements to the City Fire Department, (5) acquisition and installation of street lights, (6) construction and equipping of a new fire station/EMS building, (7) professional services for city planning purposes and (8) the payment of professional services related thereto.

### General Obligation Bonds, Series 1997: \$290,000

Proceeds from the sale of the Bonds will be used for street and drainage improvements and to pay the costs of issuance associated with the Bonds.

# Public Property Finance Contract - JPMorgan 2013

Total Issue: \$565,000.00

Closing Date: 7/18/2013

JPMorgan

Total: \$565,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	80,703.52	5,359.62	1.64%	86,063.14
2018	81,365.29	4,036.08	1.64%	85,401.37
2019	82,032.48	2,701.70	1.64%	84,734.18
2020	82,705.15	1,356.36	1.64%	84,061.51

**326,806.44**

**13,453.76**

**340,260.20**

## USE OF PROCEEDS:

To purchase a 2013 Pierce Dash CF Fire Engine Manufactured by Siddoins-Martin Emergency Group contract #3399-12 (For Fire Station No. 1)

# General Obligation Refunding Bonds, Series 2012A

Total Issue: \$19,165,000 (\$12,920,000 Tax-Supported)

Closing Date: 5/1/2012

Bank of Texas

Total: 12,920,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	-	521,225.00		521,225.00
2018	-	521,225.00		521,225.00
2019	-	521,225.00		521,225.00
2020	-	521,225.00		521,225.00
2021	1,620,000.00	521,225.00		2,141,225.00
2022	1,700,000.00	440,225.00		2,140,225.00
2023	1,765,000.00	372,225.00		2,137,225.00
2024	1,855,000.00	283,975.00		2,138,975.00
2025	1,905,000.00	228,325.00		2,133,325.00
2026	2,005,000.00	133,075.00		2,138,075.00
2027	2,070,000.00	67,275.00		2,137,275.00
	<u>12,920,000.00</u>	<u>4,131,225.00</u>		<u>17,051,225.00</u>

**NOTE:**

The 2012A GO Refunding Bond is made up of the 2007 GO & REF (\$13,520,000) and the 2007 CO (\$6,460,000) issuances.

**USE OF PROCEEDS:**

**2007 GO & REF**

**Combination Tax & Revenue Certificates of Obligation, Series 2007 (\$6,460,000)**

Proceeds from the sale of the Certificates will be used to pay for improvements and expansion of the City's waterworks and sewer utility system and to pay for professional services and costs of issuance for the Certificates.

# General Obligation Refunding Bonds, Series 2012

Total Issue: \$14,310,000 (\$10,595,000 Tax-Supported)

Final Refunding of General Obligation Refunding Bonds, Series 2005

Closing Date: 5/22/2012

Wells Fargo

Total: 10,595,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	865,000.00	268,475.00		1,133,475.00
2018	415,000.00	246,850.00		661,850.00
2019	580,000.00	236,475.00		816,475.00
2020	585,000.00	219,075.00		804,075.00
2021	1,520,000.00	201,525.00		1,721,525.00
2022	1,535,000.00	155,925.00		1,690,925.00
2023	1,130,000.00	79,175.00		1,209,175.00
2024	1,170,000.00	42,450.00		1,212,450.00

**7,800,000.00**      **1,449,950.00**

**9,249,950.00**

## USE OF PROCEEDS:

Proceeds from the sale of the Bonds will be used to pay for (i) refunding certain obligations of the City; and (ii) the costs of issuance for the Bonds.

## Combination Tax and Revenue Certificates of Obligation, Series 2004-A: \$750,000

Proceeds from the sale of Certificates will be used (i) to purchase land and three buildings to be used for City purposes and the renovating and equipping of such building, and (ii) to pay the professional services and costs associated with the issuance of the Certificates.

# General Obligation & Refunding Bonds, Series 2010

Total Issue: \$27,655,000 (\$20,505,000 Tax-Supported)

Closing Date: 9/1/2010

Wells Fargo  
Total: 20,505,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	2,495,000.00	664,200.00	4.00%	3,159,200.00
2018	3,300,000.00	564,400.00	4.00%	3,864,400.00
2019	3,330,000.00	432,400.00	4.00%	3,762,400.00
2020	3,370,000.00	299,200.00	4.00%	3,669,200.00
2021	345,000.00	164,400.00	4.00%	509,400.00
2022	355,000.00	150,600.00	4.00%	505,600.00
2023	370,000.00	136,400.00	4.00%	506,400.00
2024	385,000.00	121,600.00	4.00%	506,600.00
2025	400,000.00	106,200.00	4.00%	506,200.00
2026	415,000.00	90,200.00	4.00%	505,200.00
2027	435,000.00	73,600.00	4.00%	508,600.00
2028	450,000.00	56,200.00	4.00%	506,200.00
2029	470,000.00	38,200.00	4.00%	508,200.00
2030	485,000.00	19,400.00	4.00%	504,400.00
	<b>16,605,000.00</b>	<b>2,917,000.00</b>		<b>19,522,000.00</b>

## USE OF PROCEEDS:

### Combination Tax and Revenue Certificates of Obligation, Series 2000: \$265,000

Proceeds from the sale of the Certificates will be used to construct improvements to and extensions of the City's Waterworks and Sewer System, including the wastewater treatment plant expansion and Horizon park Lift Station and the payment of professional services related thereto, and the payment of costs of issuance of the Certificates.

### Combination Tax and Revenue Certificates of Obligation, Series 2004: \$4,690,000

Proceeds from the sale of the Certificates will be used to (i) make improvements to the City's waterworks and sewer system and (ii) pay professional services and the costs of issuance associated with the sale of the Certificates.

### Combination Tax and Revenue Certificates of Obligation, Series 2004-A: \$1,420,000

Proceeds from the sale of Certificates will be used (i) to purchase land and three buildings to be used for City purposes and the renovating and equipping of such building, and (ii) to pay the professional services and costs associated with the issuance of the Certificates.

### Combination Tax & Revenue Certificates of Obligation, Series 2007: 2,645,000

Proceeds from the sale of the Certificates will be used to pay for improvements and expansion of the City's waterworks and sewer utility system and to pay for professional services and costs of issuance for the Certificates.

# General Obligation Refunding Bonds, Series 2009

Total Issue: \$5,420,000

Final Refunding of General Obligation & Refunding Bonds, Series 2005 (\$2,890,000 defeased debt)

Closing Date: 11/12/2009

BNYM  
Total: 4,630,000.00

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	210,000.00	6,825.00	3.25%	216,825.00

<u>210,000.00</u>	<u>6,825.00</u>	<u>216,825.00</u>
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**NOTE:**

The 2009 GO Refunding bond is made up of the 1998 GO REF, 2000 CO, 2002 CO, and 2002A REF.

**USE OF PROCEEDS:**

**Combination Tax and Revenue Certificates of Obligation, Series 2000: \$620,000**

Proceeds from the sale of the Certificates will be used to construct improvements to and extensions of the City's Waterwork and Sewer System, including the wastewater treatment plant expansion and Horizon Park List Station and the payment of professional services related, thereto, and the payment of the costs of issuance of the Certificates.

## Self Supported Debt Summary

	PRINCIPAL	INTEREST	TOTAL
<b>Prior - 2016</b>	4,974,946.61	6,549,007.12	<b>11,523,953.73</b>
<b>2017</b>	5,691,925.01	6,385,620.67	<b>12,077,545.68</b>
<b>2018</b>	6,194,322.76	6,194,694.56	<b>12,389,017.32</b>
<b>2019</b>	6,384,152.45	5,976,073.83	<b>12,360,226.28</b>
<b>2020</b>	7,119,427.02	5,735,037.93	<b>12,854,464.95</b>
<b>2021</b>	5,815,159.83	5,477,683.53	<b>11,292,843.36</b>
<b>2022</b>	6,086,364.62	5,232,755.47	<b>11,319,120.09</b>
<b>2023</b>	6,383,055.56	4,964,904.66	<b>11,347,960.22</b>
<b>2024</b>	6,570,247.23	4,712,064.12	<b>11,282,311.35</b>
<b>2025</b>	6,097,954.65	4,454,247.90	<b>10,552,202.55</b>
<b>2026</b>	6,401,193.29	4,172,322.08	<b>10,573,515.37</b>
<b>2027</b>	6,704,979.08	3,884,337.49	<b>10,589,316.57</b>
<b>2028</b>	6,239,328.46	3,598,684.57	<b>9,838,013.03</b>
<b>2029</b>	6,534,258.31	3,322,294.77	<b>9,856,553.08</b>
<b>2030</b>	6,839,786.06	3,022,863.31	<b>9,862,649.37</b>
<b>2031</b>	7,160,929.64	2,708,553.17	<b>9,869,482.81</b>
<b>2032</b>	7,507,707.53	2,376,730.41	<b>9,884,437.94</b>
<b>2033</b>	7,095,000.00	2,037,544.70	<b>9,132,544.70</b>
<b>2034</b>	7,450,000.00	1,693,254.80	<b>9,143,254.80</b>
<b>2035</b>	6,855,000.00	1,327,341.00	<b>8,182,341.00</b>
<b>2036</b>	7,135,000.00	986,625.40	<b>8,121,625.40</b>
<b>2037</b>	6,055,000.00	631,941.20	<b>6,686,941.20</b>
<b>2038</b>	6,375,000.00	324,105.00	<b>6,699,105.00</b>
<b>Outstanding</b>	<b>144,695,791.50</b>	<b>79,219,680.57</b>	<b>223,915,472.07</b>

# Combination Tax & Revenue Certificates of Obligation, Series 2015

Total Issue: \$24,040,000 (\$855,000 Utility Self-Supported)

Closing Date: 2/19/2015

Total: \$855,000				
	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	30,000.00	39,650.00	3.00%	69,650.00
2018	30,000.00	38,750.00	4.00%	68,750.00
2019	30,000.00	37,550.00	4.00%	67,550.00
2020	35,000.00	36,350.00	4.00%	71,350.00
2021	35,000.00	34,950.00	3.00%	69,950.00
2022	35,000.00	33,900.00	4.00%	68,900.00
2023	35,000.00	32,500.00	5.00%	67,500.00
2024	40,000.00	30,750.00	5.00%	70,750.00
2025	40,000.00	28,750.00	5.00%	68,750.00
2026	45,000.00	26,750.00	5.00%	71,750.00
2027	45,000.00	24,500.00	5.00%	69,500.00
2028	50,000.00	22,250.00	5.00%	72,250.00
2029	50,000.00	19,750.00	4.00%	69,750.00
2030	50,000.00	17,750.00	5.00%	67,750.00
2031	55,000.00	15,250.00	5.00%	70,250.00
2032	60,000.00	12,500.00	5.00%	72,500.00
2033	60,000.00	9,500.00	5.00%	69,500.00
2034	65,000.00	6,500.00	5.00%	71,500.00
2035	65,000.00	3,250.00	5.00%	68,250.00
	<b>855,000.00</b>	<b>471,150.00</b>		<b>1,326,150.00</b>

## USE OF PROCEEDS:

Proceeds from the sale of the Certificates will be used to pay for the (i) construction of City-wide road and street improvements and the acquisition of right-of-way and easements therefor, (ii) Construction, acquisition and installation of additions, improvements and extensions to the City's Waterworks and Sewer System, (iii) construction and equipping of two fire stations and the acquisition of sites therefor [site 1 in the North Central part of the City and site 2 in the East Central part of the City], (iv) construction of park and recreational improvements on City park land, (v) acquisition of land for a new City park in the vicinity of U.S. Highway 183 and the South Fork San Gabriel River, and (vi) the payment of professional services and costs of issuance related thereto.

# Tax Note Series, 2012

Total Issue: \$3,000,000

Closing Date: 7/1/2012

JPMorgan

Total: \$3,000,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	617,000.00	8,761.40		625,761.40

<u>617,000.00</u>	<u>8,761.40</u>	<u>625,761.40</u>
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## USE OF PROCEEDS:

Proceeds of the Note will be used to construct an elevated water storage tank and to fund certain costs of issuance.

# General Obligation Refunding Bonds, Series 2012A

Total Issue: \$19,165,000 (\$6,245,000 Utility Self-Supported)

Closing Date: 5/1/2012

Bank of Texas  
Total: 6,245,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	-	236,525.00		236,525.00
2018	530,000.00	236,525.00		766,525.00
2019	545,000.00	220,625.00		765,625.00
2020	560,000.00	204,275.00		764,275.00
2021	575,000.00	187,475.00		762,475.00
2022	605,000.00	158,725.00		763,725.00
2023	630,000.00	134,525.00		764,525.00
2024	665,000.00	103,025.00		768,025.00
2025	680,000.00	83,075.00		763,075.00
2026	715,000.00	49,075.00		764,075.00
2027	740,000.00	24,050.00		764,050.00

<b>6,245,000.00</b>	<b>1,637,900.00</b>	<b>7,882,900.00</b>
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**NOTE:**

The 2012A GO Refunding Bond is made up of the 2007 GO & REF (\$13,520,000) and the 2007 CO (\$6,460,000) issuances.

**USE OF PROCEEDS:**

**2007 GO & REF**

**Combination Tax & Revenue Certificates of Obligation, Series 2007 (\$6,460,000)**

Proceeds from the sale of the Certificates will be used to pay for improvements and expansion of the City's waterworks and sewer utility system and to pay for professional services and costs of issuance for the Certificates.

# Combination Tax & Revenue C/O, Series 2012

Total Issue: \$36,270,000

Closing Date: 12/15/2011

Wells Fargo

Total: 36,270,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	1,150,000.00	1,306,075.00	3.50%	2,456,075.00
2018	1,195,000.00	1,265,825.00	3.00%	2,460,825.00
2019	1,230,000.00	1,229,975.00	4.00%	2,459,975.00
2020	1,230,000.00	1,180,775.00	3.00%	2,410,775.00
2021	1,265,000.00	1,143,875.00	5.00%	2,408,875.00
2022	1,330,000.00	1,080,625.00	5.00%	2,410,625.00
2023	1,395,000.00	1,014,125.00	3.25%	2,409,125.00
2024	1,440,000.00	968,787.50	3.50%	2,408,787.50
2025	1,490,000.00	918,387.50	5.00%	2,408,387.50
2026	1,565,000.00	843,887.50	5.00%	2,408,887.50
2027	1,645,000.00	765,637.50	4.00%	2,410,637.50
2028	1,705,000.00	699,837.50	4.00%	2,404,837.50
2029	1,780,000.00	631,637.50	4.13%	2,411,637.50
2030	1,850,000.00	558,212.50	4.13%	2,408,212.50
2031	1,925,000.00	481,900.00	4.25%	2,406,900.00
2032	2,010,000.00	400,087.50	4.25%	2,410,087.50
2033	2,100,000.00	312,150.00	4.38%	2,412,150.00
2034	2,190,000.00	220,275.00	4.38%	2,410,275.00
2035	1,325,000.00	121,725.00	4.38%	1,446,725.00
2036	1,380,000.00	62,100.00	4.50%	1,442,100.00
	<b>31,200,000.00</b>	<b>15,205,900.00</b>		<b>46,405,900.00</b>

## USE OF PROCEEDS:

Proceeds are for the purpose of paying contractual obligations to be incurred for (i) the construction, acquisition and installation of additions, improvements and extensions to the City's Water and Sewer System, including the acquisition of the Sandy Creek Water Treatment Plant and related water distribution and storage facilities, and appurtenances thereto, and (2) costs of issuance and professional services related thereto.

# General Obligation Refunding Bonds, Series 2012

Total Issue: \$14,310,000

Final Refunding of General Obligation Refunding Bonds, Series 2005

Closing Date: 5/22/2012

Wells Fargo

Total: 3,380,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	5,000.00	119,287.50		124,287.50
2018	5,000.00	119,162.50		124,162.50
2019	5,000.00	119,037.50		124,037.50
2020	625,000.00	118,887.50		743,887.50
2021	645,000.00	100,137.50		745,137.50
2022	660,000.00	80,787.50		740,787.50
2023	695,000.00	47,787.50		742,787.50
2024	720,000.00	25,200.00		745,200.00
	<b>3,360,000.00</b>	<b>730,287.50</b>		<b>4,090,287.50</b>

## USE OF PROCEEDS:

Proceeds from the sale of the Bonds will be used to pay for (i) refunding certain obligations of the City; and (ii) the costs of issuance for the Bonds.

## Combination Tax and Revenue Certificates of Obligation, Series 2004-A: \$750,000

Proceeds from the sale of Certificates will be used (i) to purchase land and three buildings to be used for City purposes and the renovating and equipping of such building, and (ii) to pay the professional services and costs associated with the issuance of the Certificates.

# General Obligation & Refunding Bonds, Series 2010

Total Issue: \$27,655,000

Closing Date: 9/1/2010

Wells Fargo

Total: 7,150,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	1,095,000.00	224,800.00	4.00%	1,319,800.00
2018	1,500,000.00	181,000.00	4.00%	1,681,000.00
2019	1,500,000.00	121,000.00	4.00%	1,621,000.00
2020	1,525,000.00	61,000.00	4.00%	1,586,000.00
2021	-	-		-
2022	-	-		-
2023	-	-		-
2024	-	-		-
2025	-	-		-
2026	-	-		-
2027	-	-		-
2028	-	-		-
2029	-	-		-
2030	-	-		-
	<b>5,620,000.00</b>	<b>587,800.00</b>		<b>6,207,800.00</b>

**NOTE:**

**USE OF PROCEEDS:**

**Combination Tax and Revenue Certificates of Obligation, Series 2000: \$265,000**

Proceeds from the sale of the Certificates will be used to construct improvements to and extensions of the City's Waterworks and Sewer System, including the wastewater treatment plant expansion and Horizon park Lift Station and the payment of professional services related thereto, and the payment of costs of issuance of the Certificates.

**Combination Tax and Revenue Certificates of Obligation, Series 2004: \$4,690,000**

Proceeds from the sale of the Certificates will be used to (i) make improvements to the City's waterworks and sewer system and (ii) pay professional services and the costs of issuance associated with the sale of the Certificates.

**Combination Tax and Revenue Certificates of Obligation, Series 2004-A: \$1,420,000**

Proceeds from the sale of Certificates will be used (i) to purchase land and three buildings to be used for City purposes and the renovating and equipping of such building, and (ii) to pay the professional services and costs associated with the issuance of the Certificates.

**Combination Tax & Revenue Certificates of Obligation, Series 2007: 2,645,000**

Proceeds from the sale of the Certificates will be used to pay for improvements and expansion of the City's waterworks and sewer utility system and to pay for professional services and costs of issuance for the Certificates.

# BCRWWS - Leander Buy In

Total Issue: \$10,800,000

Closing Date: 5/22/2012

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	479,925.01	283,014.87		762,939.88
2018	494,322.76	268,401.16		762,723.92
2019	509,152.45	253,349.03		762,501.48
2020	524,427.02	237,845.33		762,272.35
2021	540,159.83	221,876.53		762,036.36
2022	556,364.62	205,428.67		761,793.29
2023	573,055.56	188,487.36		761,542.92
2024	590,247.23	171,037.82		761,285.05
2025	607,954.65	153,064.80		761,019.45
2026	626,193.29	134,552.58		760,745.87
2027	644,979.08	115,484.99		760,464.07
2028	664,328.46	95,845.37		760,173.83
2029	684,258.31	75,616.57		759,874.88
2030	704,786.06	54,780.91		759,566.97
2031	725,929.64	33,320.17		759,249.81
2032	747,707.53	11,215.61		758,923.14
	<b>9,673,791.50</b>	<b>2,503,321.77</b>		<b>12,177,113.27</b>

## USE OF PROCEEDS:

City of Leander purchased an equity share in the Brushy Creek Regional Wastewater System from the original partner cities of Austin, Cedar Park and Round Rock.

# Contract Revenue Bonds (BCRUA), Series 2009

Total Issue: \$91,180,000

Closing Date: July 2009

**Total: \$91,180,000**

	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>INTEREST RATE</b>	<b>TOTAL</b>
<b>2017</b>	2,175,000.00	4,136,186.90		<b>6,311,186.90</b>
<b>2018</b>	2,290,000.00	4,059,974.90		<b>6,349,974.90</b>
<b>2019</b>	2,410,000.00	3,976,069.30		<b>6,386,069.30</b>
<b>2020</b>	2,540,000.00	3,882,513.10		<b>6,422,513.10</b>
<b>2021</b>	2,670,000.00	3,779,541.50		<b>6,449,541.50</b>
<b>2022</b>	2,810,000.00	3,667,241.30		<b>6,477,241.30</b>
<b>2023</b>	2,960,000.00	3,545,427.80		<b>6,505,427.80</b>
<b>2024</b>	3,115,000.00	3,413,263.80		<b>6,528,263.80</b>
<b>2025</b>	3,280,000.00	3,270,970.60		<b>6,550,970.60</b>
<b>2026</b>	3,450,000.00	3,118,057.00		<b>6,568,057.00</b>
<b>2027</b>	3,630,000.00	2,954,665.00		<b>6,584,665.00</b>
<b>2028</b>	3,820,000.00	2,780,751.70		<b>6,600,751.70</b>
<b>2029</b>	4,020,000.00	2,595,290.70		<b>6,615,290.70</b>
<b>2030</b>	4,235,000.00	2,392,119.90		<b>6,627,119.90</b>
<b>2031</b>	4,455,000.00	2,178,083.00		<b>6,633,083.00</b>
<b>2032</b>	4,690,000.00	1,952,927.30		<b>6,642,927.30</b>
<b>2033</b>	4,935,000.00	1,715,894.70		<b>6,650,894.70</b>
<b>2034</b>	5,195,000.00	1,466,479.80		<b>6,661,479.80</b>
<b>2035</b>	5,465,000.00	1,202,366.00		<b>6,667,366.00</b>
<b>2036</b>	5,755,000.00	924,525.40		<b>6,679,525.40</b>
<b>2037</b>	6,055,000.00	631,941.20		<b>6,686,941.20</b>
<b>2038</b>	6,375,000.00	324,105.00		<b>6,699,105.00</b>
	<b>86,330,000.00</b>	<b>57,968,395.90</b>		<b>144,298,395.90</b>

**USE OF PROCEEDS:**

In July 2009, the BCRUA issued \$182 million of Contract Revenue Bonds, which were purchased by the Texas Water Development Board. These Bonds were issued to finance the Brushy Creek Regional Water Treatment and Distribution Project in accordance with the bylaws of the BCRUA. The City is obligated to repay \$91.2 million of these Bonds, which is based on its reserve capacity of 47.22%. These bonds are included in the BCRUA financial statements, which the City reports its investment in the joint venture (BCRUA) in its financial statements. The City of Round Rock, Texas and Cedar Park, Texas are obligated to repay the remaining \$90.8 million of the Bonds.

# WW&SS Jr Lien Revenue Ref Bond, Series 2003

Total Issue: \$2,155,000

Closing Date: 7/15/2003

Total: \$2,155,000

	PRINCIPAL	INTEREST	INTEREST RATE	TOTAL
2017	140,000.00	31,320.00		171,320.00
2018	150,000.00	25,056.00		175,056.00
2019	155,000.00	18,468.00		173,468.00
2020	80,000.00	13,392.00		93,392.00
2021	85,000.00	9,828.00		94,828.00
2022	90,000.00	6,048.00		96,048.00
2023	95,000.00	2,052.00		97,052.00
	<b>795,000.00</b>	<b>106,164.00</b>		<b>901,164.00</b>

## USE OF PROCEEDS:

# 2016 Effective Tax Rate Worksheet

## City of Leander

See pages 13 to 16 for an explanation of the effective tax rate.

<b>1.</b>	<b>2015 total taxable value.</b> Enter the amount of 2015 taxable value on the 2015 tax roll today. Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in line 2) and the captured value for tax increment financing (will deduct taxes in line 14). <sup>1</sup>	\$3,109,889,986
<b>2.</b>	<b>2015 tax ceilings.</b> Counties, Cities and Junior College Districts. Enter 2015 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0" If your taxing units adopted the tax ceiling provision in 2015 or prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$298,424,763
<b>3.</b>	<b>Preliminary 2015 adjusted taxable value.</b> Subtract line 2 from line 1.	\$2,811,465,223
<b>4.</b>	<b>2015 total adopted tax rate.</b>	\$0.632920/\$100
<b>5.</b>	<b>2015 taxable value lost because court appeals of ARB decisions reduced 2015 appraised value.</b> A. Original 2015 ARB values: <span style="float: right;">\$2,509,153</span> B. 2015 values resulting from final court decisions: <span style="float: right;">- \$2,432,993</span> C. 2015 value loss. Subtract B from A. <sup>3</sup>	\$76,160
<b>6.</b>	<b>2015 taxable value, adjusted for court-ordered reductions.</b> Add line 3 and line 5C.	\$2,811,541,383
<b>7.</b>	<b>2015 taxable value of property in territory the unit deannexed after January 1, 2015.</b> Enter the 2015 value of property in deannexed territory. <sup>4</sup>	\$0
<b>8.</b>	<b>2015 taxable value lost because property first qualified for an exemption in 2015.</b> Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, "goods-in-transit" exemptions. A. Absolute exemptions. Use 2015 market value: <span style="float: right;">\$69,907</span> B. Partial exemptions. 2016 exemption amount or 2016 percentage exemption times 2015 value: <span style="float: right;">+ \$5,457,641</span> C. Value loss. Add A and B. <sup>5</sup>	\$5,527,548

1 Tex. Tax Code § 26.012(14)

2 Tex. Tax Code § 26.012(14)

3 Tex. Tax Code § 26.012(13)

4 Tex. Tax Code § 26.012(15)

5 Tex. Tax Code § 26.012(15)

## 2016 Effective Tax Rate Worksheet (continued)

### City of Leander

<b>9.</b>	<b>2015 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2016.</b> Use only those properties that first qualified in 2016; do not use properties that qualified in 2015. A. 2015 market value: <span style="float: right;">\$353,327</span> B. 2016 productivity or special appraised value: <span style="float: right;">- \$323</span> C. Value loss. Subtract B from A. <sup>6</sup> <span style="float: right;">\$353,004</span>	
<b>10.</b>	<b>Total adjustments for lost value.</b> Add lines 7, 8C and 9C.	\$5,880,552
<b>11.</b>	<b>2015 adjusted taxable value.</b> Subtract line 10 from line 6.	\$2,805,660,831
<b>12.</b>	<b>Adjusted 2015 taxes.</b> Multiply line 4 by line 11 and divide by \$100.	\$17,757,588
<b>13.</b>	<b>Taxes refunded for years preceding tax year 2015.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2015. Types of refunds include court decisions, Tax Code § 25.25(b) and (c) corrections and Tax Code § 31.11 payment errors. Do not include refunds for tax year 2015. This line applies only to tax years preceding tax year 2015. <sup>7</sup>	\$8,845
<b>14.</b>	<b>Taxes in tax increment financing (TIF) for tax year 2015.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2016 captured appraised value in Line 16D, enter "0". <sup>8</sup>	\$147,829
<b>15.</b>	<b>Adjusted 2015 taxes with refunds and TIF adjustment.</b> Add lines 12 and 13, subtract line 14. <sup>9</sup>	\$17,618,604
<b>16.</b>	<b>Total 2016 taxable value on the 2016 certified appraisal roll today.</b> This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in line 18). These homesteads includes homeowners age 65 or older or disabled. <sup>10</sup> A. <b>Certified values</b> only: <span style="float: right;">\$3,611,783,959</span> B. <b>Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: <span style="float: right;">+ \$0</span>	

6 Tex. Tax Code § 26.012(15)

7 Tex. Tax Code § 26.012(13)

8 Tex. Tax Code § 26.03(c)

9 Tex. Tax Code § 26.012(13)

10 Tex. Tax Code § 26.012(15)

## 2016 Effective Tax Rate Worksheet (continued)

### City of Leander

16. (cont.)	<p><b>C. Pollution control exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control property: <span style="float: right;">- \$0</span></p> <p><b>D. Tax increment financing:</b> Deduct the 2016 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2016 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in line 21 below.<sup>11</sup> <span style="float: right;">- \$76,504,920</span></p> <p><b>E. Total 2016 value.</b> Add A and B, then subtract C and D. <span style="float: right;">\$3,535,279,039</span></p>	
17.	<p><b>Total value of properties under protest or not included on certified appraisal roll.</b><sup>12</sup></p> <p><b>A. 2016 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.<sup>13</sup> <span style="float: right;">\$108,041,065</span></p> <p><b>B. 2016 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.<sup>14</sup> <span style="float: right;">+ \$0</span></p>	

11 Tex. Tax Code § 26.03(c)

12 Tex. Tax Code § 26.01(c)

13 Tex. Tax Code § 26.04 and 26.041

14 Tex. Tax Code § 26.04 and 26.041

## 2016 Effective Tax Rate Worksheet (continued)

### City of Leander

<b>17. (cont.)</b>	<b>C. Total value under protest or not certified.</b> Add A and B.	\$108,041,065
<b>18.</b>	<b>2016 tax ceilings.</b> Counties, cities and junior colleges enter 2016 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter "0". If your taxing units adopted the tax ceiling provision in 2015 or prior year for homeowners age 65 or older or disabled, use this step. <sup>15</sup>	\$319,517,918
<b>19.</b>	<b>2016 total taxable value.</b> Add lines 16E and 17C. Subtract line 18.	\$3,323,802,186
<b>20.</b>	<b>Total 2016 taxable value of properties in territory annexed after January 1, 2008.</b> Include both real and personal property. Enter the 2016 value of property in territory annexed. <sup>16</sup>	\$54,236
<b>21.</b>	<b>Total 2016 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2015. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after January 1, 2015 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2016. <sup>17</sup>	\$346,002,314
<b>22.</b>	<b>Total adjustments to the 2016 taxable value.</b> Add lines 20 and 21.	\$346,056,550
<b>23.</b>	<b>2016 adjusted taxable value.</b> Subtract line 22 from line 19.	\$2,977,745,636
<b>24.</b>	<b>2016 effective tax rate.</b> Divide line 15 by line 23 and multiply by \$100. <sup>18</sup>	\$0.591675/\$100
<b>25.</b>	<b>COUNTIES ONLY.</b> Add together the effective tax rates for each type of tax the county levies. The total is the 2016 county effective tax rate. <sup>19</sup>	\$/\$100

15 Tex. Tax Code § 26.012(6)

16 Tex. Tax Code § 26.012(17)

17 Tex. Tax Code § 26.012(17)

18 Tex. Tax Code § 26.04(c)

19 Tex. Tax Code § 26.04(d)

A county, city or hospital district that adopted the additional sales tax in November 2015 or in May 2016 must adjust its effective tax rate. *The Additional Sales Tax Rate Worksheet* on page 39 sets out this adjustment. Do not forget to complete the *Additional Sales Tax Rate Worksheet* if the taxing unit adopted the additional sales tax on these dates.

# 2016 Rollback Tax Rate Worksheet

## City of Leander

See pages 17 to 21 for an explanation of the rollback tax rate.

26.	<b>2015 maintenance and operations (M&amp;O) tax rate.</b>	\$0.403640/\$100
27.	<b>2015 adjusted taxable value. Enter the amount from line 11.</b>	\$2,805,660,831
28.	<p><b>2015 M&amp;O taxes.</b></p> <p>A. Multiply line 26 by line 27 and divide by \$100. <span style="float: right;">\$11,324,769</span></p> <p>B. <b>Cities, counties and hospital districts with additional sales tax:</b> Amount of additional sales tax collected and spent on M&amp;O expenses in 2015. Enter amount from full year's sales tax revenue spent for M&amp;O in 2015 fiscal year, if any. Other units, enter "0." Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent. <span style="float: right;">+ \$0</span></p> <p>C. <b>Counties:</b> Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units, enter "0." <span style="float: right;">+ \$0</span></p> <p>D. <b>Transferring function:</b> If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units, enter "0." <span style="float: right;">+/- \$0</span></p>	

## 2016 Rollback Tax Rate Worksheet (continued)

### City of Leander

<b>28.</b> <b>(cont.)</b>	<p>E. Taxes refunded for years preceding tax year 2015: Enter the amount of M&amp;O taxes refunded during the last budget year for tax years preceding tax year 2015. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2015. This line applies only to tax years preceding tax year 2015. <span style="float: right;">+ \$5,677</span></p> <p>F. <b>Enhanced indigent health care expenditures:</b> Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance. <span style="float: right;">+ \$0</span></p> <p>G. <b>Taxes in tax increment financing (TIF):</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2016 captured appraised value in Line 16D, enter "0." <span style="float: right;">- \$147,829</span></p> <p>H. <b>Adjusted M&amp;O Taxes.</b> Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G. <span style="float: right;">\$11,182,617</span></p>	
<b>29.</b>	<b>2016 adjusted taxable value.</b> Enter line 23 from the Effective Tax Rate Worksheet.	\$2,977,745,636
<b>30.</b>	<b>2016 effective maintenance and operations rate.</b> Divide line 28H by line 29 and multiply by \$100.	\$0.375539/\$100
<b>31.</b>	<b>2016 rollback maintenance and operation rate.</b> Multiply line 30 by 1.08. (See lines 49 to 52 for additional rate for pollution control expenses.	\$0.405582/\$100

## 2016 Rollback Tax Rate Worksheet (continued)

### City of Leander

<b>32.</b>	<b>Total 2016 debt to be paid with property taxes and additional sales tax revenue.</b> "Debt" means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the unit's budget as M&O expenses. A: <b>Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.	
	\$7,314,888	
	B: Subtract <b>unencumbered fund amount</b> used to reduce total debt.	-\$221,894
	C: Subtract <b>amount paid</b> from other resources.	-\$0
	D: <b>Adjusted debt.</b> Subtract B and C from A.	\$7,092,994
<b>33.</b>	<b>Certified 2015 excess debt collections.</b> Enter the amount certified by the collector.	\$0
<b>34.</b>	<b>Adjusted 2016 debt.</b> Subtract line 33 from line 32.	\$7,092,994
<b>35.</b>	<b>Certified 2016 anticipated collection rate.</b> Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.000000%
<b>36.</b>	<b>2016 debt adjusted for collections.</b> Divide line 34 by line 35.	\$7,092,994
<b>37.</b>	<b>2016 total taxable value.</b> Enter the amount on line 19.	\$3,323,802,186
<b>38.</b>	<b>2016 debt tax rate.</b> Divide line 36 by line 37 and multiply by \$100.	\$0.213400/\$100
<b>39.</b>	<b>2016 rollback tax rate.</b> Add lines 31 and 38.	\$0.618982/\$100
<b>40.</b>	<b>COUNTIES ONLY.</b> Add together the rollback tax rates for each type of tax the county levies. The total is the 2016 county rollback tax rate.	\$/\$100

A taxing unit that adopted the additional sales tax must complete the lines for the *Additional Sales Tax Rate*. A taxing unit seeking additional rollback protection for pollution control expenses completes the *Additional Rollback Protection for Pollution Control*.

**Additional Rollback Protection  
for Pollution Control Worksheet  
City of Leander**

<b>49.</b>	Certified expenses from TCEQ. Enter the amount certified in the determination letter from TCEQ. The taxing unit shall provide its assessor with a copy of the letter. See Part 3, the Rollback Rate, for more details.	\$0
<b>50.</b>	2016 total taxable value. Enter the amount from line 37 of the <i>Rollback Tax Rate Worksheet</i> .	\$3,323,802,186
<b>51.</b>	Additional rate for pollution control. Divide line 49 by line 50 and multiply by 100.	\$0.000000/\$100
<b>52.</b>	2016 rollback tax rate, adjusted for pollution control. Add line 51 to one of the following lines (as applicable): line 39, line 40 (counties) or line 48 (units with the additional sales tax).	\$0.618982/\$100

**2016 Notice of Effective Tax Rate  
Worksheet for Calculation of Tax Increase/Decrease**

**Entity Name:** City of Leander

**Date:** 07/27/2016

<b>1.</b> 2015 taxable value, adjusted for court-ordered reductions. Enter line 6 of the Effective Tax Rate Worksheet.	\$2,811,541,383
<b>2.</b> 2015 total tax rate. Enter line 4 of the Effective Tax Rate Worksheet.	0.632920
<b>3.</b> Taxes refunded for years preceding tax year 2015. Enter line 13 of the Effective Tax Rate Worksheet.	\$8,845
<b>4.</b> Last year's levy. Multiply Line 1 times Line 2 and divide by 100. To the result, add Line 3.	\$17,803,653
<b>5.</b> 2016 total taxable value. Enter Line 19 of the Effective Tax Rate Worksheet.	\$3,323,802,186
<b>6.</b> 2016 effective tax rate. Enter line 24 of the Effective Tax Rate Worksheet or Line 47 of the Additional Sales Tax Rate Worksheet.	0.591675
<b>7.</b> 2016 taxes if a tax rate equal to the effective tax rate is adopted. Multiply Line 5 times Line 6 and divide by 100.	\$19,666,107
<b>8.</b> Last year's total levy. Sum of line 4 for all funds.	\$17,803,653
<b>9.</b> 2016 total taxes if a tax rate equal to the effective tax rate is adopted. Sum of line 7 for all funds.	\$19,666,107
<b>10.</b> Tax Increase (Decrease). Subtract Line 8 from Line 9.	\$1,862,454

## City of Leander Tax Rate Recap for 2016 Tax Rates

Description of Rate	Tax Rate Per \$100	Tax Levy This is calculated using the Total Adjusted Taxable Value (line 19) of the Effective Tax Rate Worksheet	Additional Tax Levy Compared to last year's tax levy of 19,683,116	Additional Tax Levy Compared to effective tax rate levy of 19,666,107
Last Year's Tax Rate	0.632920	\$21,037,009	\$1,353,893	\$1,370,902
Effective Tax Rate	0.591675	\$19,666,107	\$-17,009	\$0
Notice & Hearing Limit*	0.591675	\$19,666,107	\$-17,009	\$0
Rollback Tax Rate	0.618982	\$20,573,737	\$890,622	\$907,631
Proposed Tax Rate	0.000000	\$0	\$-19,683,116	\$-19,666,107

### Effective Tax Rate Increase in Cents per \$100

0.00	0.591675	19,666,107	-17,009	0
0.50	0.596675	19,832,297	149,181	166,190
1.00	0.601675	19,998,487	315,371	332,380
1.50	0.606675	20,164,677	481,561	498,570
2.00	0.611675	20,330,867	647,751	664,760
2.50	0.616675	20,497,057	813,941	830,951
3.00	0.621675	20,663,247	980,132	997,141
3.50	0.626675	20,829,437	1,146,322	1,163,331
4.00	0.631675	20,995,627	1,312,512	1,329,521
4.50	0.636675	21,161,818	1,478,702	1,495,711
5.00	0.641675	21,328,008	1,644,892	1,661,901
5.50	0.646675	21,494,198	1,811,082	1,828,091
6.00	0.651675	21,660,388	1,977,272	1,994,281
6.50	0.656675	21,826,578	2,143,462	2,160,471
7.00	0.661675	21,992,768	2,309,652	2,326,662
7.50	0.666675	22,158,958	2,475,843	2,492,852
8.00	0.671675	22,325,148	2,642,033	2,659,042
8.50	0.676675	22,491,338	2,808,223	2,825,232
9.00	0.681675	22,657,529	2,974,413	2,991,422
9.50	0.686675	22,823,719	3,140,603	3,157,612
10.00	0.691675	22,989,909	3,306,793	3,323,802
10.50	0.696675	23,156,099	3,472,983	3,489,992
11.00	0.701675	23,322,289	3,639,173	3,656,182
11.50	0.706675	23,488,479	3,805,363	3,822,373
12.00	0.711675	23,654,669	3,971,554	3,988,563
12.50	0.716675	23,820,859	4,137,744	4,154,753
13.00	0.721675	23,987,049	4,303,934	4,320,943
13.50	0.726675	24,153,240	4,470,124	4,487,133
14.00	0.731675	24,319,430	4,636,314	4,653,323
14.50	0.736675	24,485,620	4,802,504	4,819,513

- \*Notice & Hearing Limit Rate: This is the highest tax rate that may be adopted without notices and a public hearing. It is the lower of the rollback tax rate or the effective tax rate.
- School Districts: The school tax rate limit is \$1.50 for M&O, plus \$0.50 for 'New' debt plus a rate for 'Old' debt. 'Old' debt is debt authorized to be issued at an election held on or before April 1, 1991, and issued before September 1, 1992. All other debt is 'New' debt.

**Tax Levy:** This is calculated by taking the adjusted taxable value (line 19 of Effective Tax Rate Worksheet), multiplying by the appropriate rate, such as the Effective Tax Rate and dividing by 100.

**For School Districts:** This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the appropriate rate, dividing by 100 and then adding this year's frozen tax levy on homesteads of the elderly.

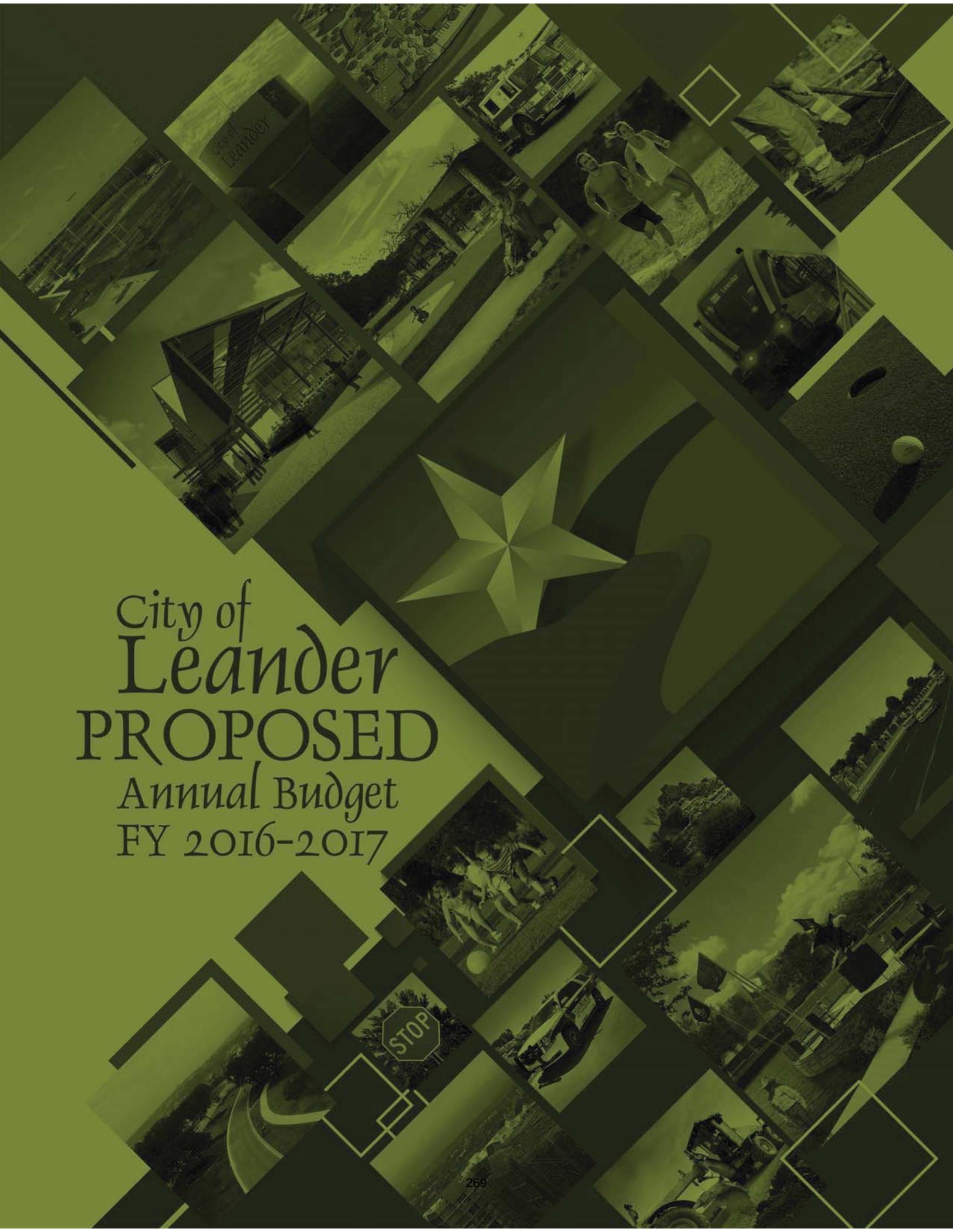
**Additional Levy Last Year:** This is calculated by taking Last Year's taxable value (line 3 of Effective Tax Rate Worksheet), multiplying by Last Year's tax rate (line 4 of Effective Tax Rate Worksheet) and dividing by 100.

**For School Districts:** This is calculated by taking Last Year's taxable value, subtracting Last Year's taxable value for the elderly, multiplying by Last Year's tax rate, dividing by 100 and adding Last Year's tax ceiling.

**Additional Levy This Year:** This is calculated by taking the current adjusted taxable value, multiplying by the Effective Tax Rate and dividing by 100.

**For School Districts:** This is calculated by taking the adjusted taxable value (line 34 of the Rollback Tax Rate Worksheet), multiplying by the Effective Tax Rate, dividing by 100 and adding This Year's tax ceiling.

**COUNTIES ONLY:** All figures in this worksheet include ALL County Funds. Tax Levy amounts are the sum of each Fund's Taxable Value X each Fund's Tax Rate.



City of  
*Leander*  
PROPOSED  
Annual Budget  
FY 2016-2017



**Executive Summary**

**September 15, 2016**

---

**Agenda Subject:** Zoning Case 16-Z-019: Hold a public hearing and consider action on the rezoning of 3.555 acres more or less out of the Henry Grimes Survey, Abstract 269, located at 18175 Ronald W. Reagan Blvd., WCAD Parcel# R510101. Currently, the property is zoned Interim SFR-1-B (Single-Family Rural). The applicant is proposing to zone the property to LC-2-B (Local Commercial), Leander, Williamson County, Texas.

**Background:** This request is the second step in the rezoning process.

**Origination:** Applicant: Robert E. Tesch

**Financial  
Consideration:** None

**Recommendation:** See Planning Analysis. The Planning & Zoning Commission unanimously recommended approval of the staff recommendation of LC-2-A (Local Commercial) at the September 8, 2016 meeting.

**Attachments:**

1. Planning Analysis
2. Current Zoning Map
3. Future Land Use Map
4. Notification Map
5. Proposed Zoning Map
6. Aerial Map
7. Letter of Intent
8. Letter of Intent
9. Ordinance
10. Minutes-Planning & Zoning Commission September 08, 2016

**Prepared By:** Tom Yantis, AICP  
Assistant City Manager

09/08/2016



## PLANNING ANALYSIS

### ZONING CASE 16-Z-019 Valley Vista Estates

#### GENERAL INFORMATION

**Owner:** Robert Tesch

**Current Zoning:** Interim SFR-1-B (Single-Family Rural)

**Proposed Zoning:** LC-2-B (Local Commercial)

**Size and Location:** The property is located at 18175 Ronald W. Reagan Blvd. for 3.555 acres more or less.

**Staff Contact:** Martin Siwek, AICP, GISP  
Planner

#### ABUTTING ZONING AND LAND USE:

The table below lists the abutting zoning and land uses.

	ZONING	LAND USE
NORTH	Interim SFR-1-B	Established Single Family Residence
EAST	Interim SFR-1-B	Established Single Family Residence
SOUTH	GC-3-C	Vacant Property
WEST	SFL-2-B	Valley Vista (Residential Subdivision under review)

<b>COMPOSITE ZONING ORDINANCE INTENT STATEMENTS</b>
---

**USE COMPONENTS:****LC – LOCAL COMMERCIAL:**

*Features:* Any use in LO plus retail sales and services, restaurants, banks, nursery or greenhouse, grocery sales, pharmacies, fitness centers, dance and music academies, artist studio, colleges and universities, bed and breakfast. Hours of operation: 5:00 a.m. to 10:00 p.m. Sun.-Thurs., 5:00 a.m. to 11:00 p.m. Fri. and Sat.

*Intent:* Development of small scale, limited impact commercial, retail, personal services and office uses located in close proximity to their primary customers, which cater to the everyday needs of the nearby residents, and which may be located near residential neighborhoods. Access should be provided by a collector or higher classification street.

**SITE COMPONENT:****TYPE 2:**

*Features:* Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 35% of units with an enclosed garage parking space.

*Intent:*

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.

**ARCHITECTURAL COMPONENTS:****TYPE B:**

*Features:* 85% masonry 1<sup>st</sup> floor, 50% all stories; 4 or more architectural features.

*Intent:*

- (1) The Type B architectural component is intended to be utilized for the majority of residential development except that which is intended as a Type A architectural component.
- (2) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions.
- (3) This component may be utilized to raise the building standards and help ensure compatibility for non-residential uses adjacent to property that is more restricted.
- (4) This component is intended for the majority of the LO and LC use components except those meeting the intent of the Type A or C architectural components.

## COMPREHENSIVE PLAN STATEMENTS:

The following Comprehensive Plan statements may be relevant to this case:

- Provide a balanced mix of complementary uses that support a strong and diverse tax base.
- Consider both the land use pattern and roadway design in the development and redevelopment of corridors.

## LAND USE POLICIES

### CORRIDORS

- **MIXED USE CORRIDOR**

Areas along arterials between Centers that have available land should be developed to preserve the integrity of the corridor and maintain mobility. Typical uses within this corridor include a variety of residential types, such as small-lot single-family, townhomes, duplexes and quadplexes, civic and institutional uses (schools and places of worship) and small professional offices that complement residential development. Limited neighborhood-serving commercial uses and higher-density residential are appropriate at intersections.

## ANALYSIS:

The applicant is requesting to rezone the property from Interim SFR-1-B (Single-Family Rural) to LC-2-B (Local Commercial). The properties to the north and the east are established single family residences. The property to south is vacant and is zoned as GC-3-C (General Commercial), while the property to the west is zoned SFL-2-B (Single Family Limited) and is a part of the approved preliminary plat for the Valley Vista subdivision.

This property is located within a Mixed-Use Corridor as identified in the City's Comprehensive Plan and Future Land Use Map. Mixed Use Corridors are intended to be areas that seek to preserve the integrity and mobility of the corridor by providing high density residential along the corridor with limited serving neighborhood commercial uses at intersections. It provides for uses such as schools, places of worship, small professional offices, and some retail services. This corridor designation permits TF, SFT, SFL, PUD, LO, and LC (at appropriate intersections). The applicant is proposing a LC use component at the future intersection of the Gabriel Horn's Road and Ronald W. Reagan Blvd.

The LC use component permits a variety of professional office and small scale limited impact commercial, retail, and personal services in close proximity to their primary customers. This use component is limited to hours of operation from 5:00 a.m. to 10:00 p.m. Sunday thru Thursday, and between 5:00 a.m. to 11:00 p.m. Friday and Saturday.

The applicant's proposed Type 2 site component is to be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district. This helps to reduce potential negative impacts to the more restrictive district and provides for an orderly transition of development intensity. Outdoor display and storage are not permitted in this site component. Individual users shall not exceed 40,000 gross sq. ft. of floor area in a single

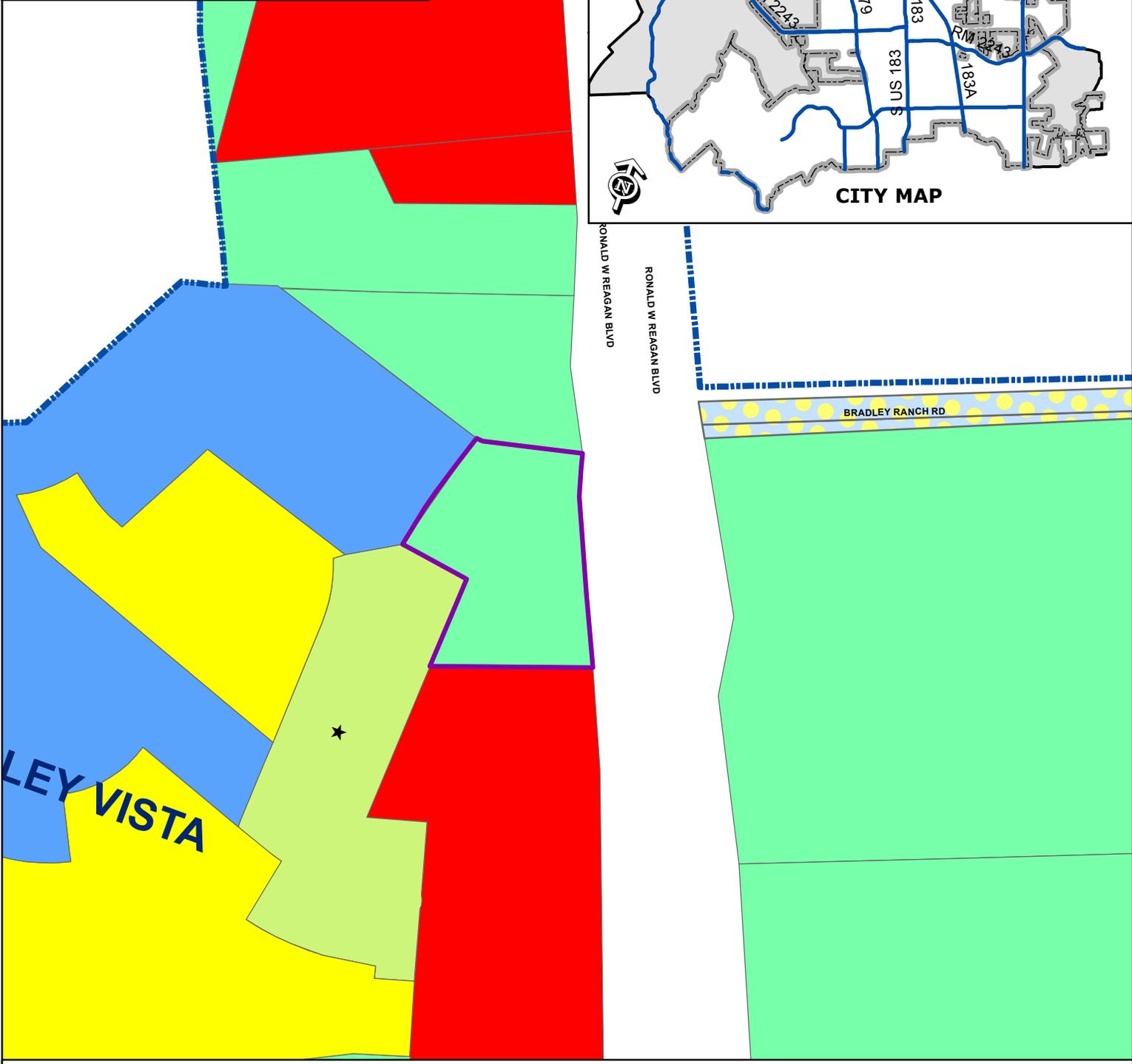
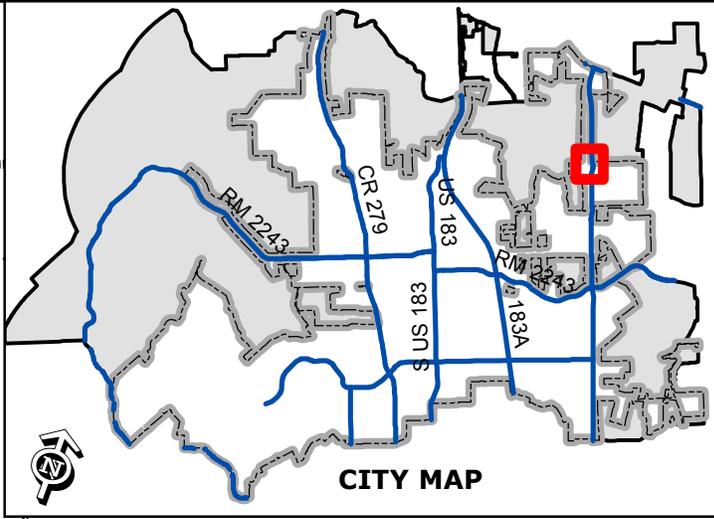
building, and no individual building may exceed 60,000 sq. ft. of floor area. Overhead commercial service doors are not permitted.

The Type B architectural component requested by the applicant requires 85% masonry on the first story and 50% masonry on each additional story thereafter. The remaining materials of the building may either be comprised of cementitious-fiber planking (not panels) or solid wood planking. This component requires four architectural features for all street facing facades and restricts the building height to 35 ft with a maximum of 45 ft with increased building setbacks.

**STAFF RECOMMENDATION:**

Staff recommends approval of the applicant's request with a modification to the architectural component to Type A (LC-2-A) district. The applicant's request for the use and site components are in compliance with the City's Comprehensive Plan and Composite Zoning Ordinance. However, the Type A architectural component is intended to be utilized when a less restrictive use is adjacent to a more restrictive use. It is also intended to be utilized for any development to serve as an important gateway for the community. The single family zoning to the west of the property is more restrictive and the increased architectural standard would further assist in creating an appropriate transition by requiring 85% masonry on all stories with a minimum of five architectural features on street facing elevations.

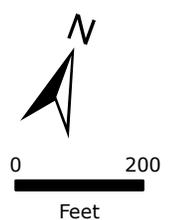
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the official ordinance for zoning verification. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



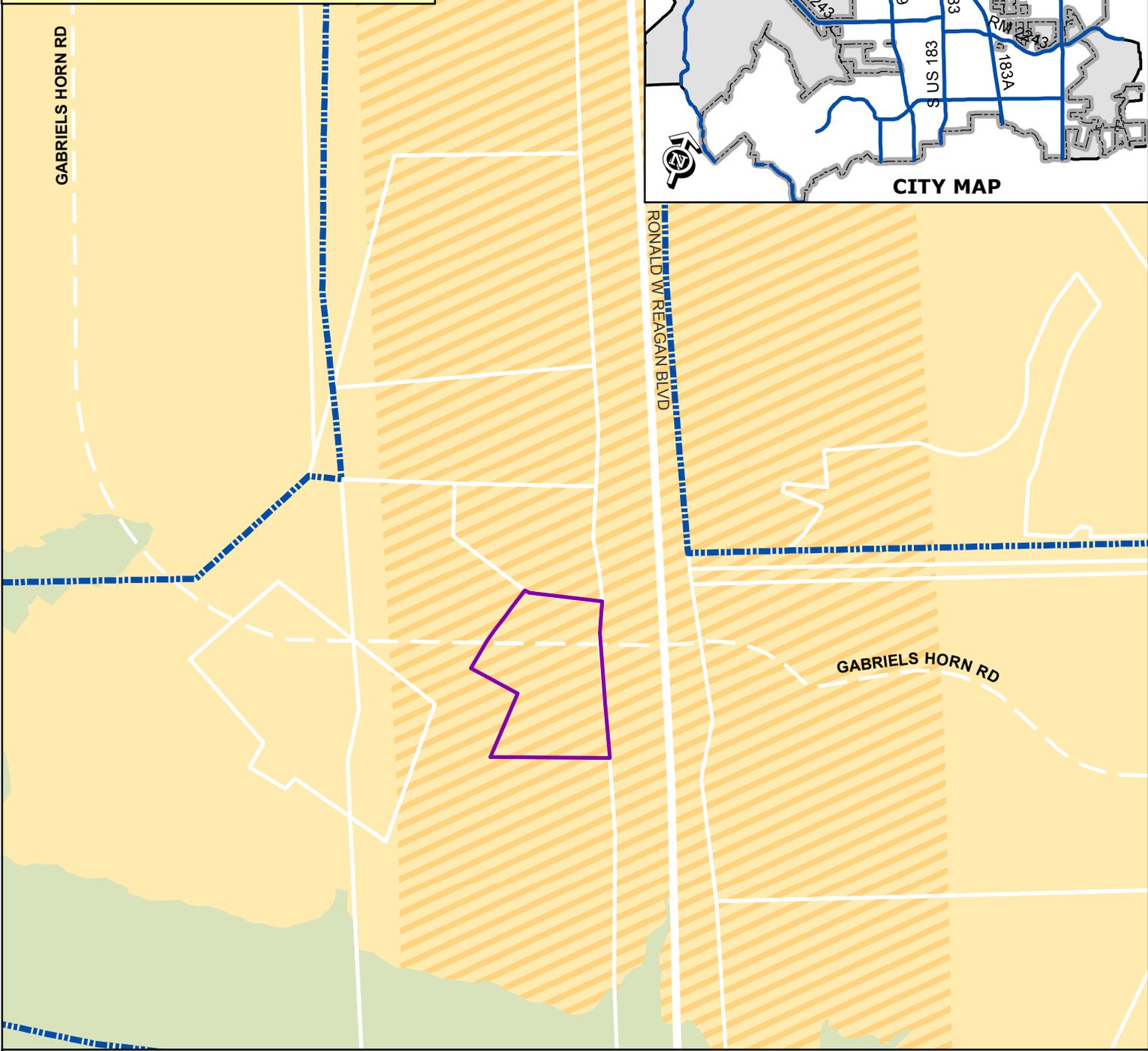
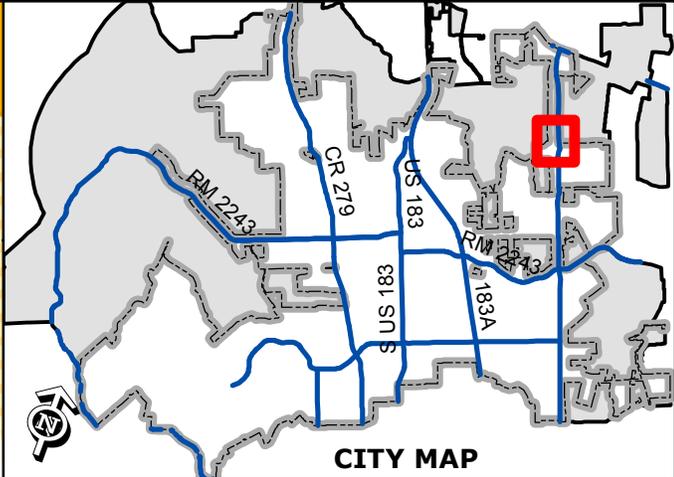
**ZONING CASE 16-Z-019 Attachment #2**

Current Zoning Map - Valley Vista Estates

- |                                |     |        |    |                     |
|--------------------------------|-----|--------|----|---------------------|
| Subject Property               | SFR | SFL    | LO | PUD - Commercial    |
| City Limits                    | SFE | SFT    | LC | PUD - Mixed Use     |
| Extra-Territorial Jurisdiction | SFS | SFU/MH | GC | PUD - Multi-Family  |
|                                | SFU | TF     | HC | PUD - Townhomes     |
|                                | SFC | MF     | HI | PUD - Single-Family |



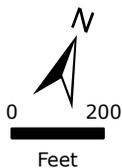
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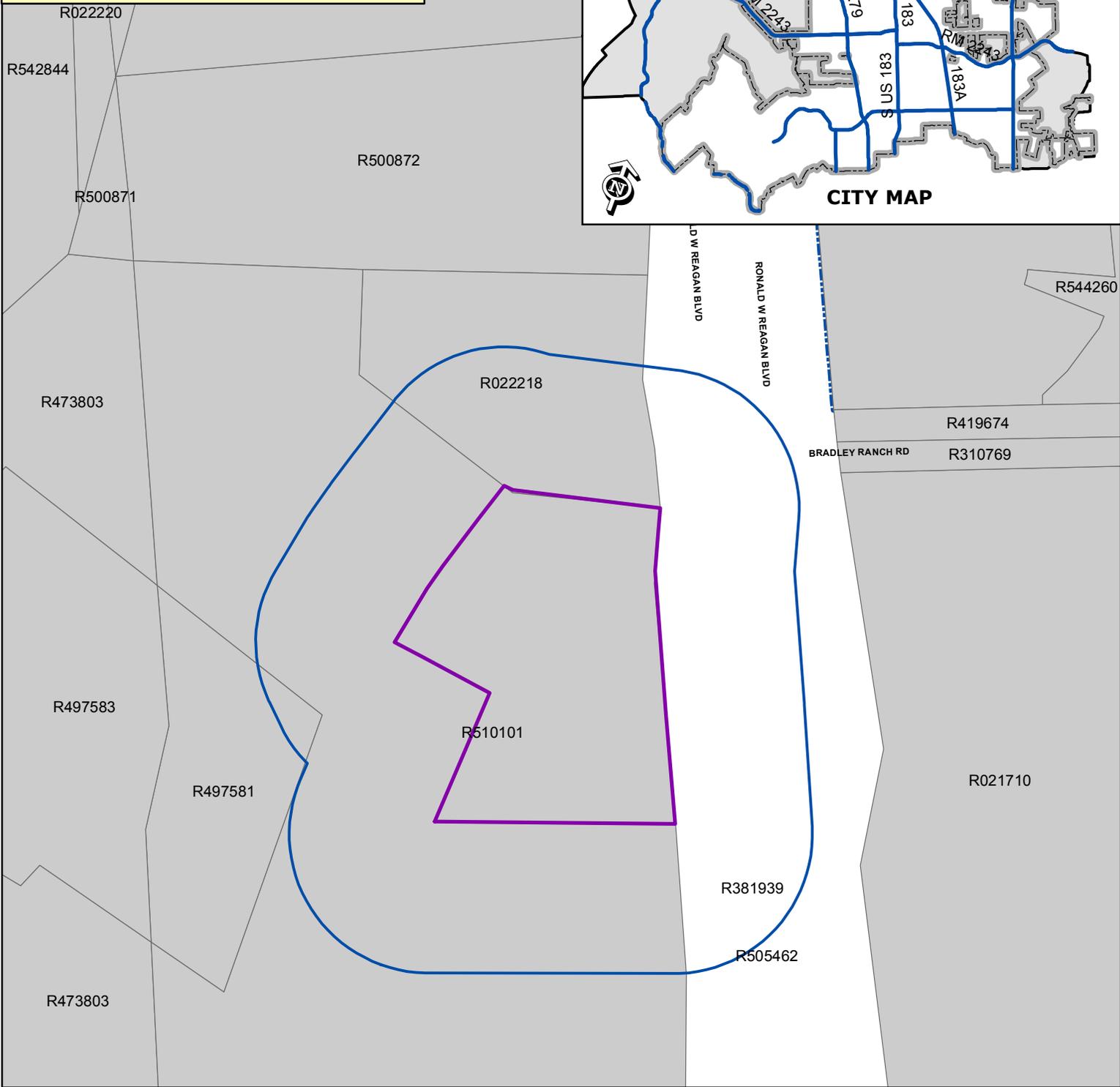
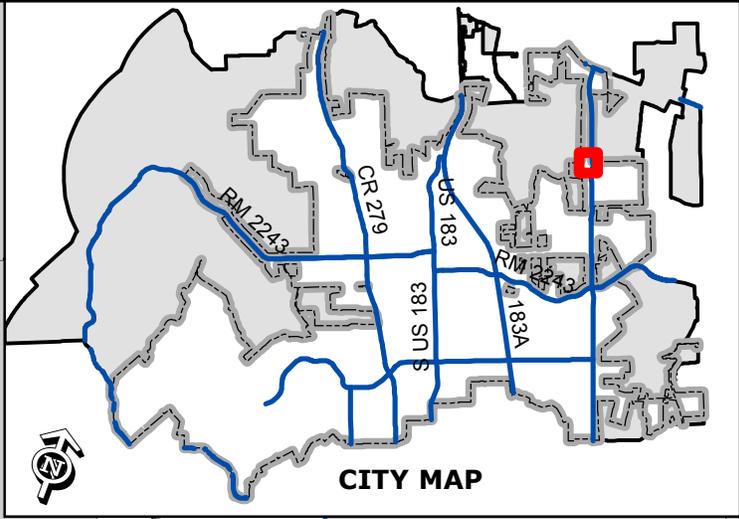
**ZONING CASE 16-Z-019 Attachment #3**

Future Land Use Map - Valley Vista Estates

-  Subject Property
-  Open Space
-  Community Center
-  Old Town Mixed Use
-  City Limits
-  Mixed Use Corridor
-  Activity Center
-  Employment Mixed Use
-  Commercial Corridor
-  Transit Supportive Mixed Use
-  Industrial District
-  Neighborhood Center
-  Station Area Mixed Use
-  Neighborhood Residential



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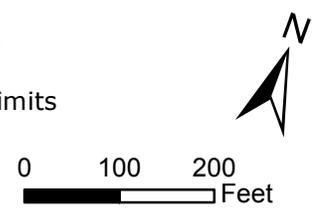


## ZONING CASE 16-Z-019

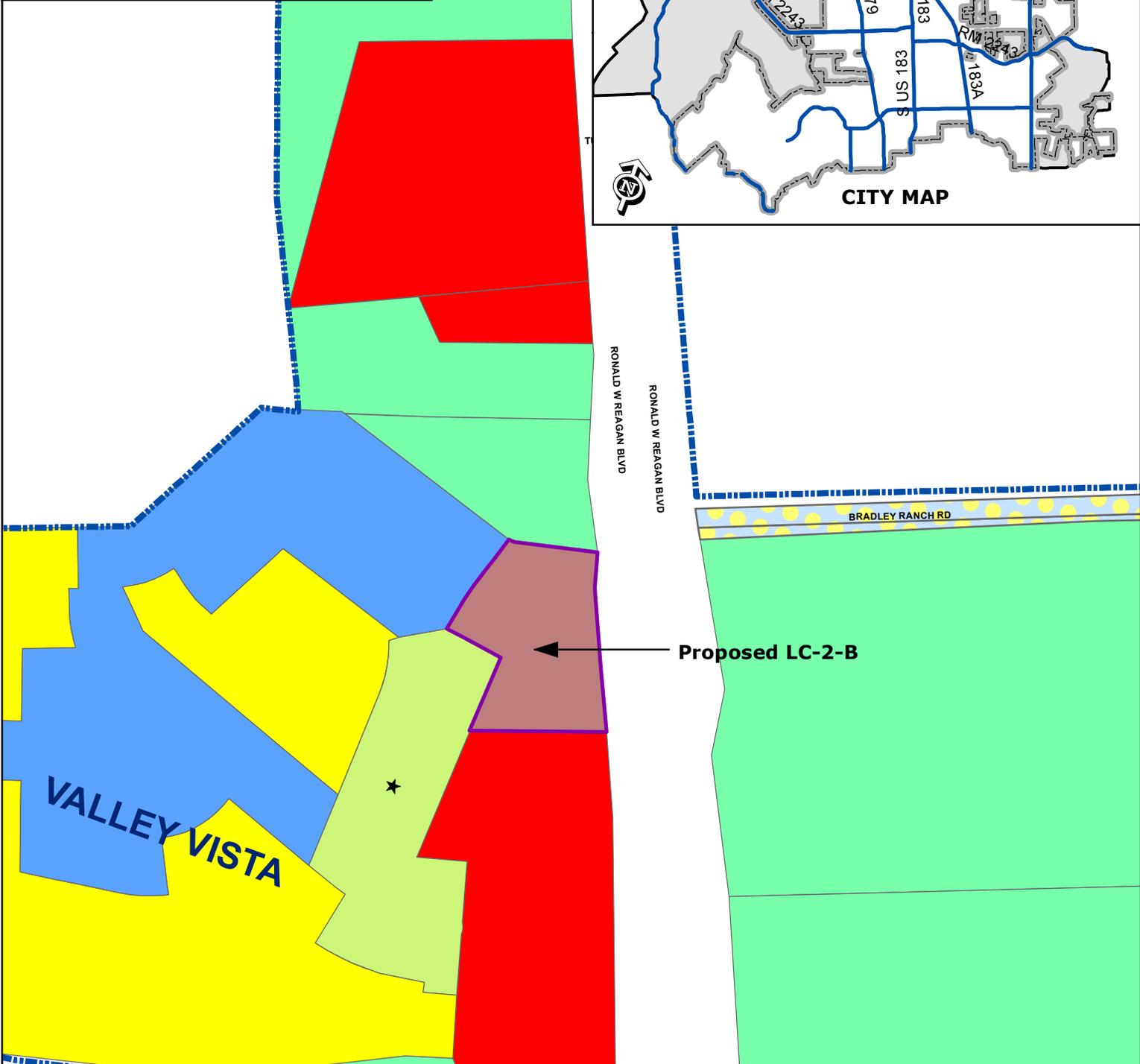
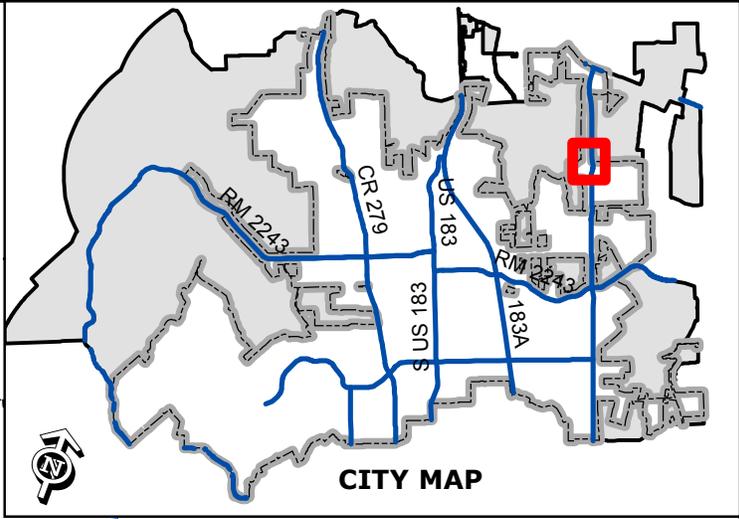
### Attachment # 4

Notification Map  
Valley Vista Estates

- Public Notification Boundary
- Subject Property
- WCAD
- City Limits



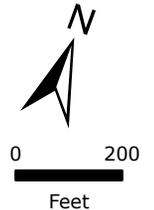
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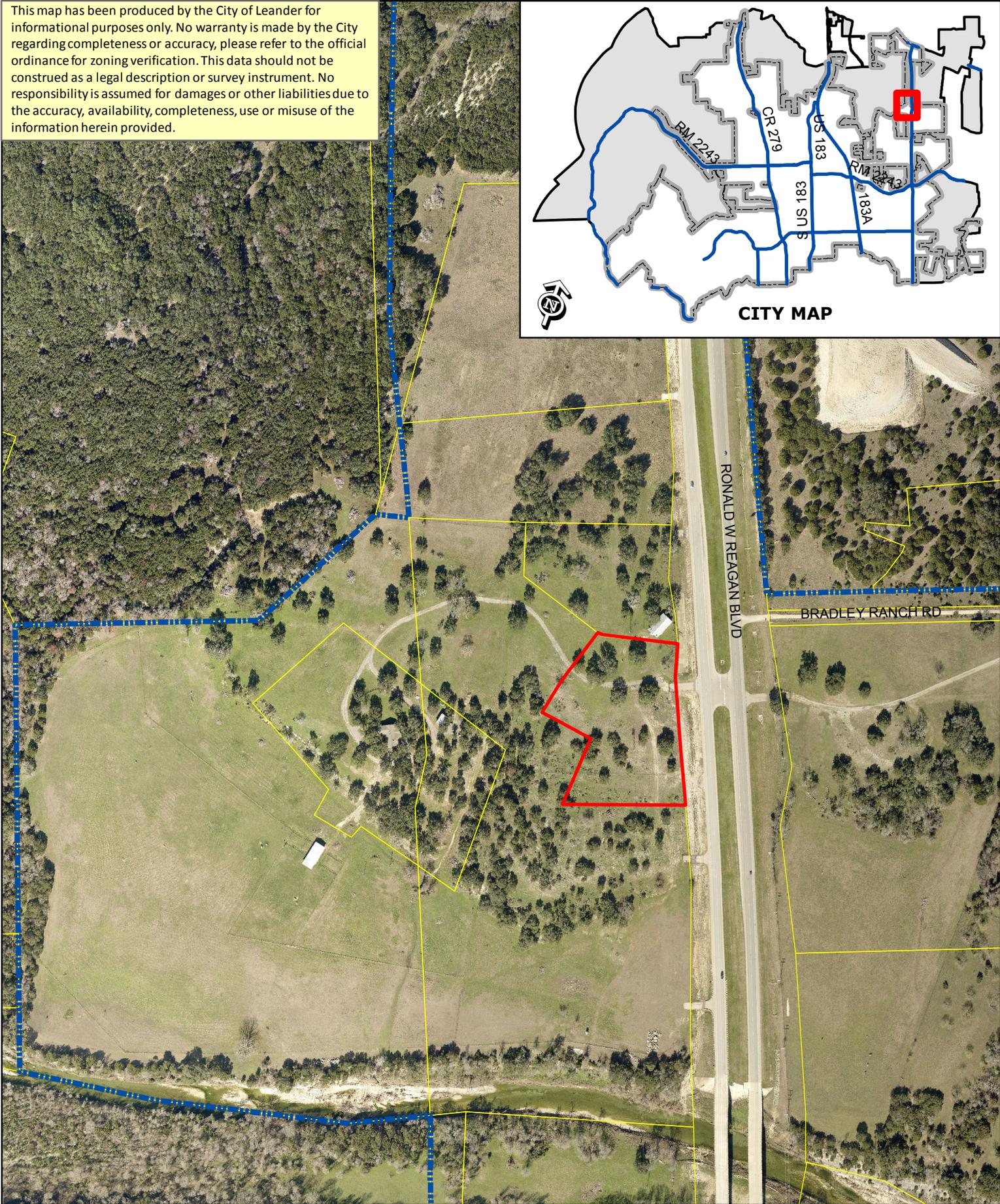
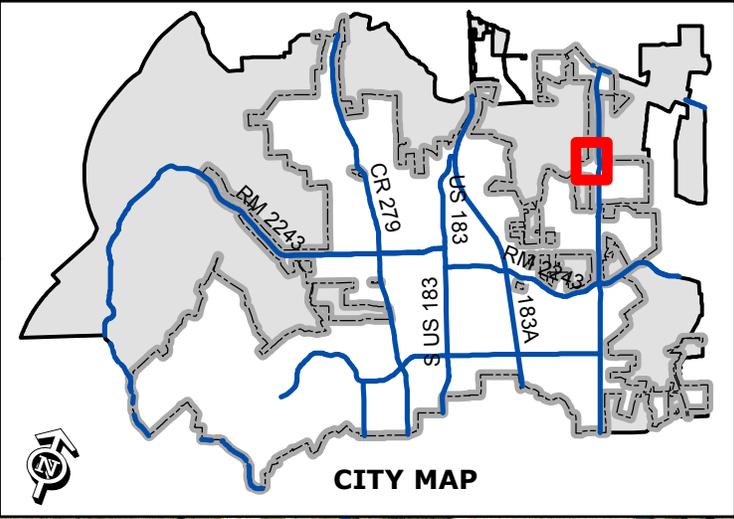
**ZONING CASE 16-Z-019 Attachment #5**

Proposed Zoning Map - Valley Vista Estates

Subject Property	SFR	SFL	LO	PUD - Commercial
City Limits	SFE	SFT	LC	PUD - Mixed Use
SFS	SFU/MH	GC	PUD - Multi-Family	PUD - Townhomes
SFU	TF	HC	PUD - Single-Family	
SFC	MF	HI		



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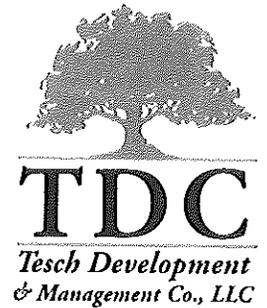


### ZONING CASE 16-Z-019 Attachment #6

Aerial Exhibit - Approximate Boundaries  
Valley Vista Estates



-  Subject Property
-  City Limits



July 26, 2016

City of Leander Planning Department  
104 N. Brushy Creek Street  
Leander, Texas 78646-0319

Re: Letter of intent for requested zoning change and physical description of 3.555 acres shown as the northern corner portion of "Phase 4" of the Valley Vista Overall Plan.

Ladies and Gentlemen:

The subject parcel is the 3.555 acre portion of the approximately 6.23 acre remainder parcel shown in the attachment as "Phase 4" of the Valley Vista Overall Plan. It is the hard corner created by the entrance to the proposed Valley Vista subdivision. The remainder of the approximately 6.23 acre parcel is currently zoned GC. My intention is to prepare this site for development as a small retail and single story office project as shown on the attached drawing.

The site slopes approximately 16' from its north boundary to its south boundary. There are scattered trees of a variety of species located on the site including four heritage oaks which will be preserved and protected as shown in the attached preliminary site plan. Please let me know if you required anything further in order to process this request. Your recommendation for approval would be appreciated.

Respectfully,

A handwritten signature in black ink, appearing to read 'Robert E. Tesch', with a long horizontal flourish extending to the right.

Robert E. Tesch, President  
Tesch Development & Management, LLC

**ORDINANCE NO #**

**ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PORTION OF A PARCEL FROM INTERIM SFR-1-B (SINGLE-FAMILY RURAL) TO LC-2-B (LOCAL COMMERCIAL); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.**

**Whereas**, the owner of the property described herein after (the "Property") has requested that the Property be rezoned;

**Whereas**, after giving at least ten days written notice to the owners of land within two hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

**Whereas**, after publishing notice of the public hearing at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:**

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2. Amendment of Zoning Ordinance.** Ordinance No. 05-018, as amended, the City of Leander Composite Zoning Ordinance (the "Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

**Section 3. Applicability.** This ordinance applies to the following portion of a parcel of land, which is herein referred to as the "Property." That certain portion of a parcel being 3.555 acres, more or less, located in Leander, Williamson County, Texas, being more particularly described in Exhibit "A", located at 18175 Ronald W. Reagam Blvd; Williamson County, Texas; more particularly described in instrument number 2000058885, recorded in the Williamson County Official Public Records; identified by Williamson County tax identification number R510101.

**Section 4. Property Rezoned.** The Zoning Ordinance is hereby amended by changing the zoning district for the Property from Interim SFR-1-B (Single-Family Rural) to LC-2-B (Local Commercial), as shown in Exhibit "B".

**Section 5. Recording Zoning Change.** The City Council directs the City Secretary to record this zoning classification on the City's official zoning map with the official notation as prescribed by the City's zoning ordinance.

**Section 6. Severability.** Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 7. Open Meetings.** That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

**PASSED AND APPROVED** on First Reading this the 15<sup>th</sup> day of September, 2016.  
**FINALLY PASSED AND APPROVED** on this the 4<sup>th</sup> day of October, 2016.

**THE CITY OF LEANDER, TEXAS**

**ATTEST:**

---

Christopher Fielder, Mayor

---

Debbie Haile, City Secretary

# SKETCH TO ACCOMPANY LEGAL DESCRIPTION

SCALE 1" = 100'

## LEGEND



CALCULATED POINT



EQUITY SECURED CAPITAL, L.P.  
CALLED 17.825 ACRES  
Doc. No. 2012001125

SFC 2-A ZONING  
(SINGLE-FAMILY  
COMPACT)

PASSING AT 5.75'  
FOUND 1/2" IRON ROD  
CAPPED "DIAMOND"

N 76°02'14" E 219.24'

POINT OF BEGINNING  
FOUND  
1/2" IRON ROD

FOUND  
1/2" IRON ROD

3.555 ACRES

ROBERT E. TESCH  
REMAINDER OF  
CALLED 88.09 ACRES  
Doc. No. 2000058885

PORTION OF  
ROBERT E. TESCH  
REMAINDER OF CALLED 88.09 ACRES  
Doc. No. 2000058885

SFL 2-B ZONING  
(SINGLE-FAMILY  
LIMITED)

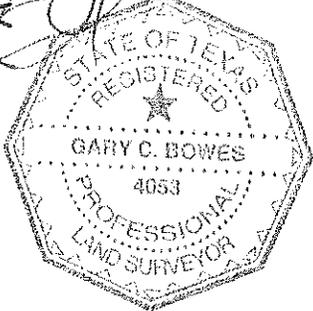
S 25°02'15" E 328.57'

FOUND  
1/2" IRON ROD  
CAPPED "DIAMOND"

S 70°08'23" W 352.86'

GC ZONING  
(GENERAL COMMERCIAL)

RONALD REAGAN BLVD  
(R.O.W. VARIES)



**JONES | CARTER**

Texas Board of Professional Engineers Registration No. F-439  
Texas Board of Professional Land Surveying Registration No. 10046101  
1701 Directors Boulevard, Suite 400 • Austin, Texas 78744 • 512.441.9493

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 25°17'30" E	13.76'
L2	S 14°24'29" E	101.28'
L3	S 17°29'00" E	32.62'
L4	N 02°19'02" E	135.94'
L5	N 72°30'02" W	127.36'
L6	N 45°36'40" W	37.60'
L7	N 17°29'58" E	118.64'
L8	S 72°30'02" E	8.98'

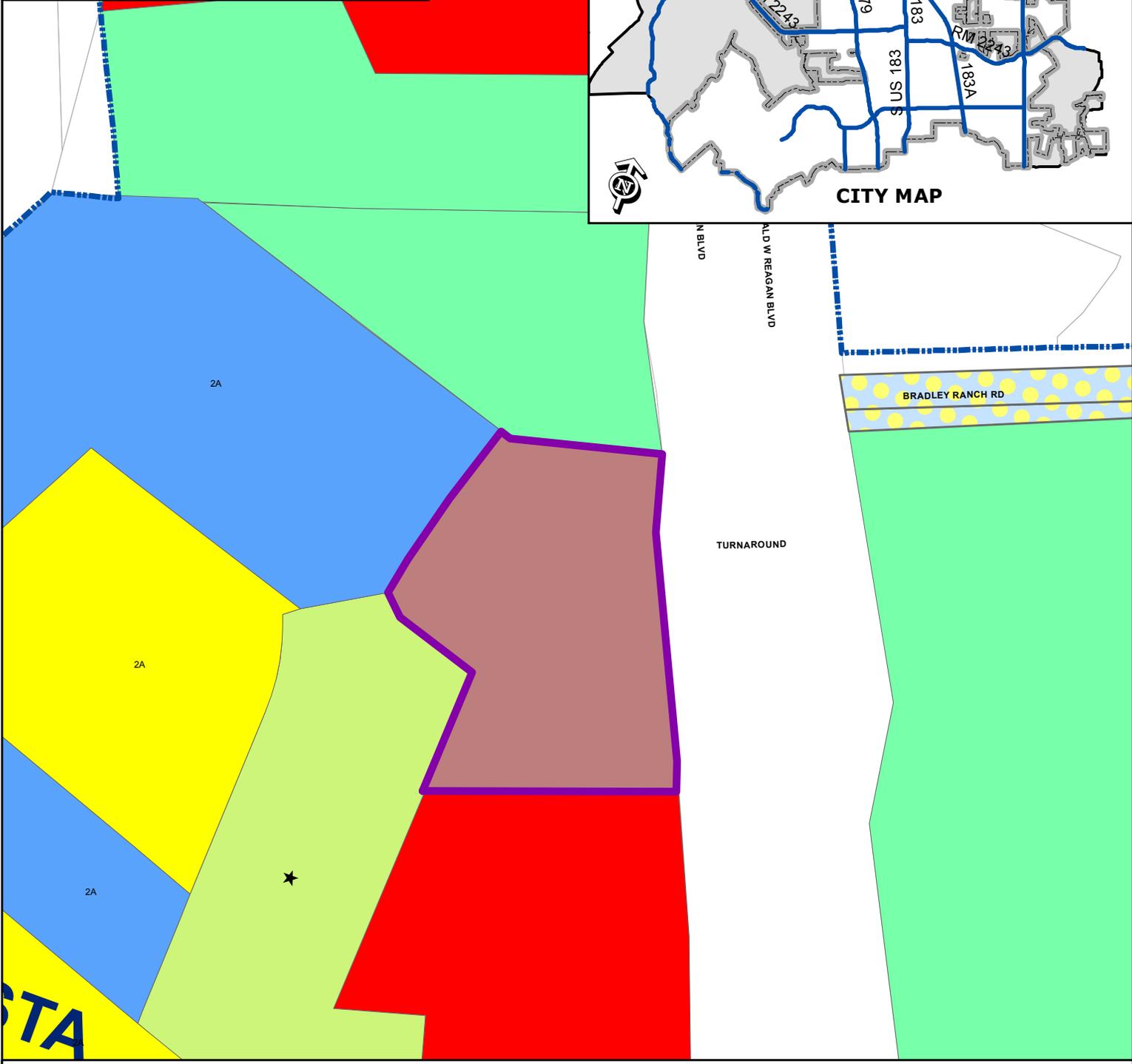
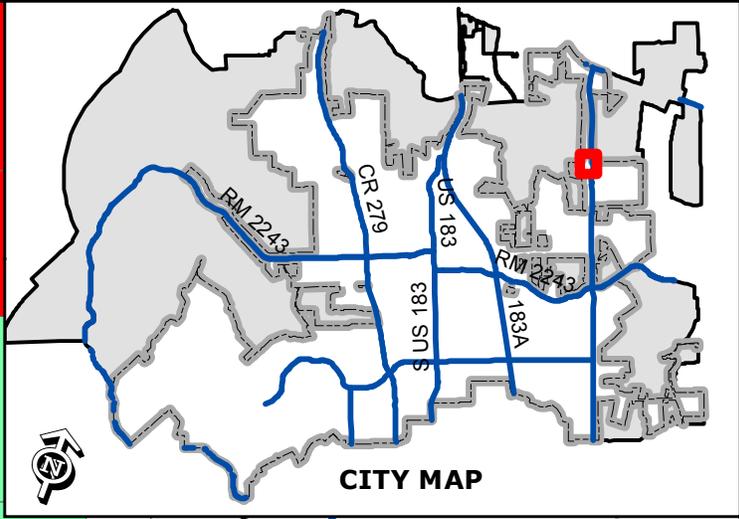
CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	820.00'	43.12'	3°00'47"	N 03°49'25" E	43.12'
C2	975.00'	156.52'	9°11'53"	N 12°54'01" E	156.36'



**JONES | CARTER**

Texas Board of Professional Engineers Registration No. F-439  
 Texas Board of Professional Land Surveying Registration No. 10046101  
 1701 Directors Boulevard, Suite 400 • Austin, Texas 78744 • 512.441.9493

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**ZONING CASE 16-Z-019 Exhibit B**

Zoning Map Valley Vista Estates

Subject Property	SFR	SFL	LO	PUD - Commercial
City Limits	SFE	SFT	LC	PUD - Mixed Use
	SFS	SFU/MH	GC	PUD - Multi-Family
	SFU	TF	HC	PUD - Townhomes
	SFC	MF	HI	PUD - Single-Family

0 200  
Feet

6. Citizen Communications - Three (3) minutes of time is allowed, per speaker  
**No citizen wished to speak.**

---

**PUBLIC HEARING**

---

7. **Zoning Case 16-Z-011**: Hold a public hearing and consider action on the rezoning of 3.555 acres more or less out of the Henry Grimes Survey, Abstract 269, located at 18175 Ronald W. Reagan Blvd., WCAD Parcel# R510101. Currently, the property is zoned Interim SFR-1-B (Single-Family Rural). The applicant is proposing to zone the property to LC-2-B (Local Commercial), Leander, Williamson County, Texas.  
Applicant: Robert E. Tesch
- a) Staff Presentation  
**Martin Siwek, Planner, discussed the proposed zoning request.**
  - b) Applicant Presentation  
**Robert E. Tesch explained the purpose for the zoning request.**
  - c) Open Public Hearing  
**Chair Sokol opened the public hearing**  
**No one wished to speak.**
  - d) Close Public Hearing  
**Chair Sokol closed the public hearing.**
  - e) Discussion  
**Discussion took place.**
  - f) Consider Action  
**Commissioner Schwendemann moved to approve the request with staff recommendation of LC-2-A (Local Commercial) Commissioner Hines seconded the motion. Motion passed unanimously.**

---

**Regular Agenda**

---

**Presentation was postponed.**

8. Presentation by Don Gill on proposed storage facilities within the City of Leander.  
a) Presentation  
b) Discussion
9. Meeting Adjourned at **7:12 p.m.**

---

Chairman Sokol

ATTEST:

---

Ellen Pizalate, Secretary



**Executive Summary**  
**September 15, 2016**

**Agenda Subject:** First Reading of an Ordinance levying ad valorem taxes for the use and support of the municipal government of the City of Leander, Texas for FY 2016-17.

**Background:** The City Charter requires two readings for any ordinance levying taxes. The proposed tax rate is \$0.59900 which is 3.392 cents less than the current rate. However, since the recommended rate exceeds the effective rate of \$0.591675 (1.2%), state law also requires that adoption of the tax rate ordinance be made by specific motion.\* State law also now requires a vote of at least 60% of the governing body to adopt a rate that exceeds the effective tax rate.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:**

**Recommendation:** \* Approve the following motion “I move that the property tax rate be increased by the adoption of a tax rate of \$0.5990 per \$100 valuation which is effectively a 1.2 % increase in the tax rate.”

**Attachments:** Ordinance Levying Ad Valorem Taxes

**Prepared by:** Robert G. Powers, Finance Director

ORDINANCE NO.

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF LEANDER, TEXAS, FOR THE FISCAL YEAR 2016-17; PROVIDING FOR AND APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN THE SAME SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, the City Council of the City of Leander, Texas, has approved the municipal budget for the fiscal year beginning October 1, 2016, and ending September 30, 2017; and

WHEREAS, it is necessary that an ordinance be passed levying an ad valorem tax on all property, both real and personal, within the corporate limits of the City of Leander, Texas in accordance with such budget and the Texas Tax Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. There is hereby levied and there shall be collected for the use, support and operation of the municipal government of the City of Leander and to provide an interest and sinking fund for the fiscal year, upon all property, real, personal and mixed, within the corporate limits of the City subject to taxation, a tax of \$0.5990 for each \$100.00 valuation of property, said tax being so levied and apportioned for the following specific purposes;

- (a) For the current expenses, maintenance and operation of the general government (General Fund), \$0.38560 on each \$100.00 valuation for property, and
- (b) For the interest and sinking fund, \$0.21340 on each \$100.00 valuation of property.

Section 2. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.7 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.06.

Section 3. Taxes levied under this ordinance shall be due October 1, 2016 and if not paid on or before January 31, 2017, shall immediately become delinquent.

Section 4. Taxes shall become a lien upon the property against which assessed, and the Travis County Tax Assessor/Collector within Travis County, and the Williamson County Tax Assessor/Collector within Williamson County, respectively, as the assessor and collector of taxes for the City of Leander, are hereby authorized and empowered to enforce the collection of such taxes, according to the Constitution and laws of the State of Texas and ordinances of the City, and shall, and, by virtue of the tax rolls, fix and establish a lien by levying upon such property whether real, personal or mixed for the payment of said taxes, penalty and interest. The penalty and interest collected from such delinquent taxes shall be apportioned between the General Fund and the Interest and Sinking Fund of the City of Leander. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

Section 5. That this ordinance shall take effect and be in full force from and after its passage.

FIRST READING PASSED AND APPROVED THIS THE 15th DAY OF SEPTEMBER, 2016 by the following motion "I move that the property tax rate be increased by the adoption of a tax rate of \$0.5990 which is effectively an 1.2% increase in the tax rate." which was made by (\_\_\_\_\_) and seconded by (\_\_\_\_\_) to approve this ordinance having received \_\_\_ votes for; \_\_\_ against and \_\_\_ abstain, \_\_\_ absent.

CITY OF LEANDER, TEXAS

\_\_\_\_\_  
Christopher Fielder, Mayor

ATTEST:

\_\_\_\_\_  
Debbie Haile, City Secretary



**Executive Summary**

**September 15, 2016**

**Council Agenda Subject:** Consider an Ordinance of the City of Leander, Texas, Amending Ordinance No. 15-046-00 Adopting the Annual Budget of the City of Leander, Texas for Fiscal Year 2015-16.

**Background:** This budget amendment provides for necessary adjustments to appropriate funds for a number of projects previously approved by City Council action as well as for certain unanticipated expenses. In the General Fund, revenues are estimated to exceed budget by \$1.4 million, however estimated overall expenditures may exceed the current budget by \$250,000 which would require a budget amendment. Consequently, an increase of \$250,000 is requested as a placeholder in the Non-Departmental contingency account to be used only if needed to cover deficient accounts elsewhere in the General Fund. The Public Arts fund is amended by \$10,000 per Council action to contribute towards the Veterans Park sculpture. In the Utility Fund \$501,250 is necessary for the purchase of capacity in the Rancho Sienna lift stations and \$25,000 for the Starlight Village waterline. A new fund (201) is created for the Bar W Ranch wastewater interceptor. By agreement, the City's share of the project is approximately \$3.1M. The Capital Projects Fund (40) is increased by \$2.25M that will be reimbursed by the 2016 GO Park bonds for the purchase of parkland. The remaining changes are relatively minor in scope.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** Appropriates additional funds from either reserves or current revenue.

**Recommendation:** Staff recommends approval

**Attachments:** Ordinance

**Prepared by:** Robert G. Powers, Finance Director

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING ORDINANCE NO. 15-046-00 ADOPTING THE ANNUAL BUDGET OF THE CITY OF LEANDER, TEXAS FOR FISCAL YEAR 2015-16.

WHEREAS, a proposed budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016 for the City of Leander, Texas was duly filed with the City Secretary and was duly presented to the City Council by the Mayor; and

WHEREAS, the City Council approved and adopted the FY 2015-16 budget; and

WHEREAS, the City Council appropriated funds according to the prospective perceived needs and revenues which have changed during the fiscal year.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Budget Amendment. The FY 2015-16 Budget is hereby amended as follows:

FUND	ADOPTED FY2015-16 BUDGET	AMENDMENT 1 FY2015-16 CHANGE	AMENDMENT 2 FY2015-16 CHANGE	REVISD FY2015-16 BUDGET
01 - GENERAL FUND				
REVENUES	27,537,426	368,250	250,000	28,155,676
EXPENDITURES	29,443,426	602,375	250,000	30,295,801
03 - BRYSON FARMSTEAD FUND				
REVENUES	662,566	0	0	662,566
EXPENDITURES	0	0	0	0
04 - LEANDER CLEAN UP FUND				
REVENUES	12,250	0	0	12,250
EXPENDITURES	12,250	0	7,750	20,000
05 - GOLF FUND				
REVENUES	1,454,568	0	0	1,454,568
EXPENDITURES	1,454,568	0	0	1,454,568
06 - OLD TOWN REDEVELOPMENT FUND				
REVENUES	0	250,000	0	250,000
EXPENDITURES	0	250,000	0	250,000

10 - PUBLIC ARTS FUND				
REVENUES	25,300	0	0	25,300
EXPENDITURES	300	10,000	10,000	20,300
12 - TIA FUND				
REVENUES	45,000	0	0	45,000
EXPENDITURES	95,000	85,000	0	180,000
13 - EQUIPMENT FUND				
REVENUES	0	0	0	0
EXPENDITURES	0	0	0	0
14 - VEHICLE FUND				
REVENUES	1,150,818	0	0	1,150,818
EXPENDITURES	240,500	0	0	240,500
20 - UTILITY FUND				
REVENUES	20,432,700	1,425,000	526,800	22,384,500
EXPENDITURES	20,432,700	1,425,000	526,800	22,384,500
201 - BAR W RANCH				
REVENUES	0	0	3,100,585	3,100,585
EXPENDITURES	0	0	3,100,585	3,100,585
21 - UTILITY VEHICLE FUND				
REVENUES	33,934	0	0	33,934
EXPENDITURES	0	0	0	0
25 - WATER IMPACT				
REVENUES	4,656,000	0	0	4,656,000
EXPENDITURES	8,735,956	500,000	0	9,235,956
26 - WASTEWATER IMPACT				
REVENUES	1,938,000	0	0	1,938,000
EXPENDITURES	6,436,000	0	0	6,436,000
27 - WATER CIP FUND				
REVENUES	250,000	0	526,800	776,800
EXPENDITURES	250,000	767,500	526,800	1,544,300
40 - GF CAPITAL PJTS				
REVENUES	2,767,000	0	0	2,767,000
EXPENDITURES	3,000,000	310,300	2,250,000	5,560,300
41 - GF CIP PARK GRANTS				
REVENUES	400,000	225,300	0	625,300
EXPENDITURES	400,000	225,300	0	625,300

54 - GO BOND 2015				
REVENUES	14,095,500	(5,297,632)	0	8,797,868
EXPENDITURES	29,686,566	(3,360,922)	0	26,325,644
70 - POLICE DEPT. GRANTS				
REVENUES	166,464	0	0	166,464
EXPENDITURES	166,464	0	0	166,464
71 - COURT SECURITY FUND				
REVENUES	24,400	0	0	24,400
EXPENDITURES	47,885	15,000	0	62,885
72 - COURT TECHNOLOGY FUND				
REVENUES	16,500	0	2,500	19,000
EXPENDITURES	16,500	0	2,500	19,000
73 - PARKS SPECIAL REVENUE FUND				
REVENUES	30,750	0	0	30,750
EXPENDITURES	30,750	0	0	30,750
74 - FIRE RESCUE REVENUE FUND				
REVENUES	15,000	0	1,500	16,500
EXPENDITURES	15,000	0	1,500	16,500
75 - PARK DEDICATION ORD.				
REVENUES	200,000	0	0	200,000
EXPENDITURES	585,000	0	0	585,000
76 - STEP FUND				
REVENUES	75,000	0	0	75,000
EXPENDITURES	59,540	0	0	59,540
77 - POLICE FORFEITURE FUND				
REVENUES	0	0	0	0
EXPENDITURES	0	1,400	0	1,400
78 - POLICE SPECIAL REVENUE				
REVENUES	20,000	0	0	20,000
EXPENDITURES	20,000	0	0	20,000
79 - TIRZ #1 FUND				
REVENUES	235,710	0	0	235,710
EXPENDITURES	87,000	0	2,600	89,600

80 - GF DEBT SERVICE					
REVENUES	6,981,720	0	0		6,981,720
EXPENDITURES	6,981,720	0	0		6,981,720
85 - UF DEBT SERVICE					
REVENUES	10,906,935	0	0		10,906,935
EXPENDITURES	10,906,935	0	0		10,906,935
96 - LEANDER DEVELOPMENT AUTHORITY					
REVENUES	32,800	0	0		32,800
EXPENDITURES	32,800	0	0		32,800

Section 3. Exhibit A. The individual line items affected by the budget amendment are hereby attached as Exhibit A.

Section 4. Open Meetings. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't Code*.

PASSED AND APPROVED on this 15th day of September, 2016.

ATTEST:

CITY OF LEANDER, TEXAS

\_\_\_\_\_  
Debbie Haile, City Secretary

\_\_\_\_\_  
Christopher Fielder, Mayor

**EXHIBIT A**

FUND	DEPARTMENT	DESCRIPTION	AMENDMENT 2 FY2015-16 CHANGE	TOTAL
01 - GENERAL FUND				
REVENUES				
01-00-4420	Revenue	Construction Inspection Fees	250,000	
	Sub-total			250,000
EXPENDITURES				
01-53-6999	Non-Departmental	Contingency	250,000	
	Sub-total			250,000
03 - BRYSON FARMSTEAD FUND				
REVENUES				
EXPENDITURES				
04 - LEANDER CLEAN UP FUND				
REVENUES				
	Fund Balance	Fund Balance	7,750	
	Sub-total			7,750
EXPENDITURES				
04-01-6308	Administrative	Leander Clean Up	7,750	
	Sub-total			7,750
05 - GOLF FUND				
REVENUES				
EXPENDITURES				
06 - OLD TOWN REDEVELOPMENT				
REVENUES				
EXPENDITURES				
10 - PUBLIC ARTS FUND				
REVENUES				
	Fund Balance	Fund Balance	10,000	
	Sub-total			10,000
EXPENDITURES				
10-01-9000	Public Arts Fund	Veterans Park Sculpture	10,000	
	Sub-total			10,000

12 - TIA FUND				
REVENUES				
EXPENDITURES				
13 - EQUIPMENT FUND				
REVENUES				
EXPENDITURES				
14 - VEHICLE FUND				
REVENUES				
EXPENDITURES				
20 - UTILITY FUND				
REVENUES				
20-00-4090	Revenue	Water Sales	526,800	
	Sub-total			526,800
EXPENDITURES				
20-04-9008	Non-Departmental	Transfer Out-Water Distribution (Starlight Village W.L.)	25,300	
20-04-9008	Non-Departmental	Transfer Out-Rancho Sienna Lift Station LUE's (Liberty Hill Agr.)	501,500	
	Sub-total			526,800
201-BAR W RANCH	** New Fund **			
REVENUES				
201-00-4900	Revenue	Transfer In - Wastewater Impact Fee Fund (F26)	3,100,585	
	Sub-total			3,100,585
EXPENDITURES				
201-01-8721	CIP	Bar W Ranch WW Interceptor	3,100,585	
	Sub-total			3,100,585
21 - UTILITY VEHICLE FUND				
REVENUES				
EXPENDITURES				
25 - WATER IMPACT				
REVENUES				
EXPENDITURES				
26 - WASTEWATER IMPACT				
REVENUES				
EXPENDITURES				

27 - WATER CIP FUND				
REVENUES				
27-00-4970	Revenue	Transfer In - Utility Fund	25,300	
27-00-4970	Revenue	Transfer In - Utility Fund	501,500	
		Sub-total		526,800
EXPENDITURES				
27-02-8605	Utility CIP	Water Distribution (Starlight Village W.L.)	25,300	
27-03-8724	Utility CIP	Rancho Sienna Lift Station LUE's (Liberty Hill Agr.)	501,500	
		Sub-total		526,800
40 - GF CAPITAL PJTS				
REVENUES				
	Fund Balance	Fund Balance (to Be Reimbursed 2016 GO Bonds)	2,250,000	
		Sub-total		2,250,000
EXPENDITURES				
40-04-7420	CIP	Parkland Acquisition (GO Bond reimbursed)	2,250,000	
		Sub-total		2,250,000
41 - GF CIP PARK GRANTS				
REVENUES				
EXPENDITURES				
54 - BOND SERIES 2015				
REVENUES				
EXPENDITURES				
70 - POLICE DEPT. GRANTS				
REVENUES				
EXPENDITURES				
71 - COURT SECURITY FUND				
REVENUES				
EXPENDITURES				
72 - COURT TECHNOLOGY FUND				
REVENUES				
72-00-4135	Revenue	Court Technology Fees	2,500	
		Sub-total		2,500

EXPENDITURES				
72-01-6219	Administrative	Court Technology Fund (laptop; software)	2,500	
	Sub-total			2,500
73 - PARKS SPECIAL REVENUE FUND				
REVENUES				
EXPENDITURES				
74 - FIRE RESCUE REVENUE FUND				
REVENUES				
	Fund Balance		1,500	
	Sub-total			1,500
EXPENDITURES				
74-50-5217	Fire Revenue Rescue	Computer Software; iPads (2)	1,500	
	Sub-total			1,500
75 - PARK DEDICATION ORD.				
REVENUES				
EXPENDITURES				
76 - STEP FUND				
REVENUES				
EXPENDITURES				
77 - POLICE FORFEITURE FUND				
REVENUES				
EXPENDITURES				
78 - POLICE SPECIAL REVENUE				
REVENUES				
EXPENDITURES				
79 - TIRZ #1 FUND				
REVENUES				
	Fund Balance		2,600	
	Sub-total			2,600
EXPENDITURES				
79-01-9002	Administration	Transfer Out - Leander Dev Auth	2,600	
	Sub-total			2,600
80 - GF DEBT SERVICE				
REVENUES				
EXPENDITURES				

85 - UF DEBT SERVICE				
REVENUES				
EXPENDITURES				
96 - LEANDER DEVELOPMENT AUTHORITY				
REVENUES				
EXPENDITURES				



**Executive Summary**

**September 15, 2016**

**Council Agenda Subject:** Resolution adopting an Investment Policy and Strategy for the City of Leander.

**Background:** State law requires that the governing body annually review and approve the City's public funds investment policy and strategy. The City's investment advisor, Patterson and Associates has reviewed the current policy and recommends the following changes:

- Included "Diversification" as an additional Investment Objective.
- Clarified that the City may contract with an Investment Advisor.
- Updated the Training Requirements due to state law changes.
- Added SEC registered, A1/P1 rated, commercial paper (CP) with maturity of not more than 180 days as an Authorized Investment. (1)
- Added letters of credit from the Federal Home Loan Bank (FHLB) as acceptable collateral. (2)
- Amended the Authorized broker/dealer list.

(1) CP is unsecured debt generally issued by large corporations or financial institutions. Due to U.S. Treasuries in the 0.25 to 0.50+% range for the under 1-year range, high quality CP is increasingly necessary to have available as an option.

(2) Due to increasingly stringent bank regulations, banks are more reluctant and resistant to using federal securities as collateral, but are willing to offer Letters of Credit issued by the FHLB. All things being equal, the City prefers US Treasury and/or Agency as collateral.

In addition, the Resolution adds the position of Accounting Manager as an authorized Investment Officer.

**Origination:** Robert G. Powers, Finance Director

**Financial Consideration:** n.a.

**Recommendation:** Approval

**Attachments:** Resolution and Investment Policy and Strategy

**Prepared by:** Patterson & Associates  
Robert G. Powers, Finance Director

**CITY OF LEANDER, TEXAS  
INVESTMENT POLICY AND STRATEGY**

**I. POLICY**

It is the policy of the City of Leander that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to City Funds. The City’s investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- **Safety** and preservation of principal
- Maintenance of sufficient **liquidity** to meet operating needs
- Diversification of assets
- **Public trust** from prudent investment activities
- Optimization of **interest earnings** on the portfolio

**II. PURPOSE**

~~The purpose of this investment policy is to comply~~ ies with the Public Funds Investment Act, Chapter 2256 of the Government Code (the “Act”), which requires each governmental to adopt a written investment policy regarding the investment of its funds and funds under its control and is designed to secure all funds of the City. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City’s Funds.

**III. SCOPE**

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City’s Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds (when applicable)
- Capital Projects Funds
- Enterprise Funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Any new fund created by the City, unless specifically exempted from this policy by the City Council or by law.

The City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the City by outside agencies under deferred compensation programs.

#### IV. INVESTMENT OBJECTIVES AND STRATEGY

The City shall manage and invest its cash with ~~five~~**four** primary objectives, listed in order of priority: **safety, liquidity, diversification, public trust, and yield, expressed as optimization of interest earnings**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

##### Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by:
  - Limiting investments to the safest types of investments

- Pre-qualifying the financial institutions and broker/dealers with which the City will do business
- Diversifying the investment portfolio so that potential losses on individual issuers will be minimized
- Interest Rate Risk – the City will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
  - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
  - Investing operating funds primarily in certificates of deposit, shorter term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
  - Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

### **Liquidity**

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested shares of money market mutual funds or local government investment pools that offer same-day liquidity.

### **Diversification**

The City's portfolio shall be diversified by market sector, issuer, and maturity to spread risk and manage market risk.

### **Public Trust**

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

### **Yield**

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

## Strategy

The following investment strategy has been designed to accomplish these objectives:

The City will invest in short and intermediate securities and investments which are highly credit worthy and mature within two years. The City will invest only in securities specified by this Policy.

At all times, the City shall maintain a cash position sufficient to meet daily liquidity requirements. This will be accomplished by maintaining approximately 15 percent of the total portfolio in money market funds, local government investment pools, and interest bearing accounts. The City may also position ~~some~~ investments to provide funding for anticipated or predictable obligations such as debt service payments.

The City shall not exceed a weighted average maturity of one year for the total portfolio.

## V. RESPONSIBILITY AND CONTROL

### Delegation of Authority

In accordance with the City of Leander and the Act, the City Council will designate the City's Investment Officer(s) by resolution. An Investment Officer is authorized to execute investment transactions on behalf of the City and may deposit, withdraw, transfer or manage funds for investment purposes. Only the investment officer may engage in an investment transaction or the management of City funds until designated by the Council. The City may further contract with a non-discretionary registered investment adviser to advise in the management of the City's portfolio. The investment authority granted to the investing officers is effective until rescinded by the City Council.

### Quality and Capability of Investment Management

The City shall provide for periodic training in investments for the designated investment officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Act.

### Training Requirement

In accordance with the City of Leander and the Act, designated Investment Officers shall attend eight (8) hours of investment training every two fiscal years relating to

investment risks and responsibilities as specified in the Act. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by the City Council. For purposes of this policy, an "independent source" from which investment training shall be obtained include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom the City may engage in an investment transaction.

### **Internal Controls**

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record safekeeping.
- Clear delegation of authority to subordinate staff members.
- Documentation of all transactions for investments and wire transfers.

### **Monitoring FDIC Bank Status**

The Investment Officer or Investment Advisor shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance limit.

### **Monitoring Credit Ratings**

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The Investment Officer or Investment Advisor, shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by this Policy, the

Investment Officer shall immediately sell the security, if possible, regardless of a loss of principal.

### **Prudence**

The standard of prudence to be applied by the Investment Officer shall be the “prudent investor” rule. This rule states that “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.”

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City’s control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of the city.

### **Indemnification**

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally liable for a specific investment’s credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

### **Ethics and Conflicts of Interest**

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions or counter-parties with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing

that personal business interest. For this purpose, a personal business relationship shall be defined as:

- Owning 10% or more of the voting stock of the firm
- Owning \$5,000 or more of the fair market value of the firm
- Receiving more than 10% of the Officer's annual income from the firm, or
- Having acquired \$2,500 or more from the firm in his personal account.

An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

## **VI. SUITABLE AND AUTHORIZED INVESTMENTS**

### **Portfolio Management**

The City currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- Cash flow needs of the City require that the investment be liquidated.

### **Investments**

City funds governed by this policy may be invested only in the instruments described below, all of which are authorized by the Act. Investment of City funds in any instrument or security not authorized under this Policy is prohibited. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

#### **A. Authorized**

1. Obligations of the United States of America, its agencies and instrumentalities, excluding mortgage backed securities, with a stated final maturity not to exceed two years.
2. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than AA or its equivalent, with a stated final maturity not to exceed two years.

3. Depository Certificates of Deposit issued by a bank or savings bank doing business in Texas that is insured by the Federal Deposit Insurance or its successor or secured by obligations in a manner and amount provided by law and this policy for deposits of the City.
4. Money Market Mutual Funds that 1) are registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 60 days or less, 3) are rated AAA by at least one nationally recognized rating service, and 4) seek to maintain a net asset value of \$1.00 per share.
5. Constant-dollar, Texas local government investment pools, which 1) meet the requirements of the Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) must maintain a maximum average dollar weighted maturity of 60 days, 4) seek to maintain a \$1.00 net asset value, and 5) be authorized by resolution or ordinance of the City Council.
6. Fully collateralized repurchase agreements with a bank in Texas or a primary dealer, executed under the Bond Market Master Repurchase Agreement in accordance with the Act not to exceed 120 days. Flex repurchase agreements may be used for bond proceeds and may exceed 120 days but must be matched to the projected expenditures of the funds.
7. FDIC insured “brokered certificates of deposit” securities from a bank in any US state, delivered versus payment to the City’s safekeeping agent, not to exceed one year to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank (at [www.fdic.gov](http://www.fdic.gov)) to assure that the bank is FDIC insured.

8. FDIC insured or collateralized interest bearing accounts in any bank in Texas.

~~8-9.~~ SEC registered, A1/P1 rated commercial paper with a maturity not more than 180 days.

**B. Not Authorized**

Interest-only or principal-only mortgage-backed securities, collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years are strictly prohibited.

## VII. INVESTMENT PARAMETERS

### Maximum Maturities

The longer the maturity of investments, the greater their potential price volatility. Therefore it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. The City will not directly invest in securities maturing more than two (2) years from the date of purchase; however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

The composite portfolio will have a maximum weighted average maturity of 365 days. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security.

### Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines;

- Limiting investments to avoid over concentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks,
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

## **VIII. AUTHORIZED BANKS AND DEALERS**

### **Depository**

At least every five years, a banking services depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

### **Authorized Brokers/Dealers**

The City Council shall, at least annually, review, revise, and adopt a list of qualified broker/dealers authorized to engage in securities transactions with the City.

Those firms that request to become qualified bidders for securities transactions will be required to provide 1) a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation, and 2) a certification stating the firm has received, read and understood the City's investment policy and agree to comply with the policy. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories.

All investment providers, including broker/dealers, banks, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed the City's Investment Policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the City's policy.

### **Competitive Bids**

It is the policy of the City to require competitive bidding for all individual security purchases and sales except for transactions with money market mutual funds and local government investment pools. Treasury and agency securities purchased at issue through an approved broker/dealer or financial institution must still be compared to alternatives in the secondary market.

## **Delivery vs. Payment**

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and money market mutual funds. Funds will be released after notification that the purchased security has been received.

## **IX. SAFEKEEPING OF SECURITIES AND COLLATERAL**

### **Safekeeping and Custodian Agreements**

The City shall contract with a bank or banks for the safekeeping of securities owned by the City as part of its investment portfolio. The City will approve the Custodian for pledged collateral to secure demand or time deposits. Securities owned by the City shall be held for the City as evidenced by safekeeping receipts of the safekeeping institution.

An independent third party Custodian for collateral will be approved by the City. Collateral for deposits will be held by evidenced by original safekeeping receipts from the Custodian in which the collateral is held. Collateral must be held by an independent bank outside the holding company of the depository, a Federal Reserve Bank, or a Federal Home Loan Bank.

### **Collateral Policy**

Consistent with the requirements of the Public Funds Collateral Act (Gov't Code 2257), it is the policy of the City to require full collateralization of all City funds on all time and demand deposits with any depository bank. In order to anticipate market and provide a of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less an amount insured by the FDIC daily.

At its discretion, the City may require a higher level of collateralization for certain investment securities. The Finance Director is responsible for entering into collateralization agreements with third party custodians in compliance with this policy. The acceptable investment securities for collateral are:

- i. Obligations of the US Government, its agencies and instrumentalities including mortgage backed securities and CMOs passing the bank test.
- ii. Obligations of any state or local government rated AA or better by at least two national recognized rating agencies.
- ~~iii.~~ Letters of credit from the FHLB.

Preference will be given to pledged securities rather than letters of credit. The collateral agreement shall include provisions relating to possession of the collateral, the

substitution or release of investment securities, pledge of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City directly from the Custodian and retained. The custodian shall provide a monthly report of collateral directly to the City. Collateral shall be reviewed at least quarterly by the City to assure the market value of the pledged securities is adequate.

### **Subject to Audit**

All collateral shall be subject to inspection and audit by the Financial Director or the City's independent auditors.

## **X. PERFORMANCE**

### **Performance Standards**

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a reasonable yield through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City. Quarterly reports will provide performance information comparing the City's yield to the one year Treasury Note which will be the benchmark for the portfolio in keeping with its one year maximum weighted average maturity.

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market values will be reported, at a minimum, on a quarterly basis on all securities owned and compared to current amortized book value.

## **XI. REPORTING**

The Investment Officer shall prepare and sign an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the average investment yield for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles and the Act. This summary will be prepared in a manner that will allow the City to ascertain

whether investments activities during the reporting period have complied with the Investment Policy. The report will be provided to the City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Realized and unrealized gains or losses
- A listing of the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued and amortized interest and earnings for the reporting period
- A comparison to performance benchmarks for the period
- The percentage of the total portfolio that each type of investment represents.
- Statement of compliance of the City's investment portfolio with the Act and the Investment Strategy and Policy approved by the City Council.

An independent auditor will perform a formal annual review of the quarterly reports.

### **Monitoring Market Value**

Market value of all securities in the portfolio will be determined on a quarterly basis at a minimum. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

## **XII. INVESTMENT POLICY ADOPTION**

The City's Investment Policy and Strategy shall be adopted by resolution of the City Council at least annually. It is the City's intent to comply with state laws and regulations. The City's Investment Policy and Strategy shall be subject to revisions consistent with changing laws, regulations, and needs of the City. The City Council shall adopt a resolution stating that it has reviewed the policy and investment strategies annually and include any changes or modifications to the Policy or Strategy.

**City of Leander, Texas  
Authorized Broker/Dealer List**

September 2015~~6~~

The authorized broker/dealer list for the City of Leander is shown below. Each of these firms, and the individual covering the account, are sent the current Investment Policy. In accordance with the Public Funds Investment Act (TX Gov't Code 2256.005(k)) before any broker/dealer transacts business with the City, it will have had to certify in writing to a review of the Policy and have certified that procedures are in place to assure compliance with that Policy.

The City's Policy establishes specific criteria for the brokers and requires that the list of broker/dealers be approved annually by the City Council. [The City's Investment Advisor, Patterson & Associates](#), maintains the brokerage compliance files for the City.

When any material changes are made to the Investment Policy the new Policy is sent out for re- certification.

Bank of America/Merrill Lynch

Cantor Fitzgerald

[FTN \(First Tennessee\)](#)

[International FC Stone](#)

[Mizuho Securities](#)

Morgan Stanley

Mutual Securities

Piper Jaffray

Raymond James

RBC

Stifel Nicolaus

Wells Fargo

~~Robert W. Baird & Company~~

~~William Blair~~

[Council Authorized Pools](#)

Texas Daily

**CITY OF LEANDER, TEXAS  
INVESTMENT POLICY AND STRATEGY**

**I. POLICY**

It is the policy of the City of Leander that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to City Funds. The City’s investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- **Safety** and preservation of principal
- Maintenance of sufficient **liquidity** to meet operating needs
- Diversification of assets
- **Public trust** from prudent investment activities
- Optimization of **interest earnings** on the portfolio

**II. PURPOSE**

This investment policy complies with the Public Funds Investment Act, Chapter 2256 of the Government Code (the “Act”), which requires each governmental to adopt a written investment policy regarding the investment of its funds and funds under its control and is designed to secure all funds of the City. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City’s Funds.

**III. SCOPE**

This Investment Policy shall govern the investment of all financial assets of the City. These funds are accounted for in the City’s Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds (when applicable)
- Capital Projects Funds
- Enterprise Funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Any new fund created by the City, unless specifically exempted from this policy by the City Council or by law.

The City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the City by outside agencies under deferred compensation programs.

#### **IV. INVESTMENT OBJECTIVES AND STRATEGY**

The City shall manage and invest its cash with five primary objectives, listed in order of priority: **safety, liquidity, diversification, public trust, and yield, expressed as optimization of interest earnings**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

##### **Safety**

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by:
  - Limiting investments to the safest types of investments

- Pre-qualifying the financial institutions and broker/dealers with which the City will do business
- Diversifying the investment portfolio so that potential losses on individual issuers will be minimized
- Interest Rate Risk – the City will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
  - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
  - Investing operating funds primarily in certificates of deposit, shorter term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
  - Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

### **Liquidity**

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested shares of money market mutual funds or local government investment pools that offer same-day liquidity.

### **Diversification**

The City's portfolio shall be diversified by market sector, issuer, and maturity to spread risk and manage market risk.

### **Public Trust**

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

### **Yield**

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

## **Strategy**

The following investment strategy has been designed to accomplish these objectives:

The City will invest in short and intermediate securities and investments which are highly credit worthy and mature within two years. The City will invest only in securities specified by this Policy.

At all times, the City shall maintain a cash position sufficient to meet daily liquidity requirements. This will be accomplished by maintaining approximately 15 percent of the total portfolio in money market funds, local government investment pools, and interest bearing accounts. The City may also position investments to provide funding for anticipated or predictable obligations such as debt service payments.

The City shall not exceed a weighted average maturity of one year for the total portfolio.

## **V. RESPONSIBILITY AND CONTROL**

### **Delegation of Authority**

In accordance with the City of Leander and the Act, the City Council will designate the City's Investment Officer(s) by resolution. An Investment Officer is authorized to execute investment transactions on behalf of the City and may deposit, withdraw, transfer or manage funds for investment purposes. Only the investment officer may engage in an investment transaction or the management of City funds until designated by the Council. The City may further contract with a non-discretionary registered investment adviser to advise in the management of the City's portfolio. The investment authority granted to the investing officers is effective until rescinded by the City Council.

### **Quality and Capability of Investment Management**

The City shall provide for periodic training in investments for the designated investment officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Act.

### **Training Requirement**

In accordance with the City of Leander and the Act, designated Investment Officers shall attend eight (8) hours of investment training every two fiscal years relating to

investment risks and responsibilities as specified in the Act. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by the City Council. For purposes of this policy, an "independent source" from which investment training shall be obtained include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom the City may engage in an investment transaction.

### **Internal Controls**

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record safekeeping.
- Clear delegation of authority to subordinate staff members.
- Documentation of all transactions for investments and wire transfers.

### **Monitoring FDIC Bank Status**

The Investment Officer or Investment Advisor shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance limit.

### **Monitoring Credit Ratings**

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The Investment Officer or Investment Advisor, shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by this Policy, the

Investment Officer shall immediately sell the security, if possible, regardless of a loss of principal.

### **Prudence**

The standard of prudence to be applied by the Investment Officer shall be the “prudent investor” rule. This rule states that “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.”

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City’s control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of the city.

### **Indemnification**

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally liable for a specific investment’s credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

### **Ethics and Conflicts of Interest**

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions or counter-parties with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. For this purpose, a personal business relationship shall be defined as:

- Owning 10% or more of the voting stock of the firm
- Owning \$5,000 or more of the fair market value of the firm
- Receiving more than 10% of the Officer's annual income from the firm, or
- Having acquired \$2,500 or more from the firm in his personal account.

An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

## **VI. SUITABLE AND AUTHORIZED INVESTMENTS**

### **Portfolio Management**

The City currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- Cash flow needs of the City require that the investment be liquidated.

### **Investments**

City funds governed by this policy may be invested only in the instruments described below, all of which are authorized by the Act. Investment of City funds in any instrument or security not authorized under this Policy is prohibited. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

#### **A. Authorized**

1. Obligations of the United States of America, its agencies and instrumentalities, excluding mortgage backed securities, with a stated final maturity not to exceed two years.
2. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than AA or its equivalent, with a stated final maturity not to exceed two years.
3. Depository Certificates of Deposit issued by a bank or savings bank doing business in Texas that is insured by the Federal Deposit Insurance or its

successor or secured by obligations in a manner and amount provided by law and this policy for deposits of the City.

4. Money Market Mutual Funds that 1) are registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 60 days or less, 3) are rated AAA by at least one nationally recognized rating service, and 4) seek to maintain a net asset value of \$1.00 per share.
5. Constant-dollar, Texas local government investment pools, which 1) meet the requirements of the Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) must maintain a maximum average dollar weighted maturity of 60 days, 4) seek to maintain a \$1.00 net asset value, and 5) be authorized by resolution or ordinance of the City Council.
6. Fully collateralized repurchase agreements with a bank in Texas or a primary dealer, executed under the Bond Market Master Repurchase Agreement in accordance with the Act not to exceed 120 days. Flex repurchase agreements may be used for bond proceeds and may exceed 120 days but must be matched to the projected expenditures of the funds.
7. FDIC insured “brokered certificates of deposit” securities from a bank in any US state, delivered versus payment to the City’s safekeeping agent, not to exceed one year to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank (at [www.fdic.gov](http://www.fdic.gov)) to assure that the bank is FDIC insured.
8. FDIC insured or collateralized interest bearing accounts in any bank in Texas.
9. SEC registered, A1/P1 rated commercial paper with a maturity not more than 180 days.

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Interest-only or principal-only mortgage-backed securities, collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years are strictly prohibited.

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The City attempts to match its investments with anticipated cash flow requirements. The City will not directly invest in securities maturing more than two (2) years from the date of purchase; however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

The composite portfolio will have a maximum weighted average maturity of 365 days. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security.

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The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines;

- Limiting investments to avoid over concentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks,
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

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### **Depository**

At least every five years, a banking services depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.

### **Authorized Brokers/Dealers**

The City Council shall, at least annually, review, revise, and adopt a list of qualified broker/dealers authorized to engage in securities transactions with the City.

Those firms that request to become qualified bidders for securities transactions will be required to provide 1) a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation, and 2) a certification stating the firm has received, read and understood the City's investment policy and agree to comply with the policy. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories.

All investment providers, including broker/dealers, banks, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed the City's Investment Policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the City's policy.

### **Competitive Bids**

It is the policy of the City to require competitive bidding for all individual security purchases and sales except for transactions with money market mutual funds and local government investment pools. Treasury and agency securities purchased at issue through an approved broker/dealer or financial institution must still be compared to alternatives in the secondary market.

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Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and money market mutual funds. Funds will be released after notification that the purchased security has been received.

## **IX. SAFEKEEPING OF SECURITIES AND COLLATERAL**

### **Safekeeping and Custodian Agreements**

The City shall contract with a bank or banks for the safekeeping of securities owned by the City as part of its investment portfolio. The City will approve the Custodian for pledged collateral to secure demand or time deposits. Securities owned by the City shall be held for the City as evidenced by safekeeping receipts of the safekeeping institution.

An independent third party Custodian for collateral will be approved by the City. Collateral for deposits will be held by evidenced by original safekeeping receipts from the Custodian in which the collateral is held. Collateral must be held by an independent bank outside the holding company of the depository, a Federal Reserve Bank, or a Federal Home Loan Bank.

### **Collateral Policy**

Consistent with the requirements of the Public Funds Collateral Act (Gov't Code 2257), it is the policy of the City to require full collateralization of all City funds on all time and demand deposits with any depository bank. In order to anticipate market and provide a of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less an amount insured by the FDIC daily.

At its discretion, the City may require a higher level of collateralization for certain investment securities. The Finance Director is responsible for entering into collateralization agreements with third party custodians in compliance with this policy. The acceptable investment securities for collateral are:

- i. Obligations of the US Government, its agencies and instrumentalities including mortgage backed securities and CMOs passing the bank test.
- ii. Obligations of any state or local government rated AA or better by at least two national recognized rating agencies.
- iii. Letters of credit from the FHLB.

**Preference will be given to pledged securities rather than letters of credit.** The collateral agreement shall include provisions relating to possession of the collateral, the

substitution or release of investment securities, pledge of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City directly from the Custodian and retained. The custodian shall provide a monthly report of collateral directly to the City. Collateral shall be reviewed at least quarterly by the City to assure the market value of the pledged securities is adequate.

### **Subject to Audit**

All collateral shall be subject to inspection and audit by the Financial Director or the City's independent auditors.

## **X. PERFORMANCE**

### **Performance Standards**

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a reasonable yield through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City. Quarterly reports will provide performance information comparing the City's yield to the one year Treasury Note which will be the benchmark for the portfolio in keeping with its one year maximum weighted average maturity.

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market values will be reported, at a minimum, on a quarterly basis on all securities owned and compared to current amortized book value.

## **XI. REPORTING**

The Investment Officer shall prepare and sign an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the average investment yield for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles and the Act. This summary will be prepared in a manner that will allow the City to ascertain

whether investments activities during the reporting period have complied with the Investment Policy. The report will be provided to the City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Realized and unrealized gains or losses
- A listing of the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued and amortized interest and earnings for the reporting period
- A comparison to performance benchmarks for the period
- The percentage of the total portfolio that each type of investment represents.
- Statement of compliance of the City's investment portfolio with the Act and the Investment Strategy and Policy approved by the City Council.

An independent auditor will perform a formal annual review of the quarterly reports.

### **Monitoring Market Value**

Market value of all securities in the portfolio will be determined on a quarterly basis at a minimum. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

## **XII. INVESTMENT POLICY ADOPTION**

The City's Investment Policy and Strategy shall be adopted by resolution of the City Council at least annually. It is the City's intent to comply with state laws and regulations. The City's Investment Policy and Strategy shall be subject to revisions consistent with changing laws, regulations, and needs of the City. The City Council shall adopt a resolution stating that it has reviewed the policy and investment strategies annually and include any changes or modifications to the Policy or Strategy.

**City of Leander, Texas**  
**Authorized Broker/Dealer List**

September 2016

The authorized broker/dealer list for the City of Leander is shown below. Each of these firms, and the individual covering the account, are sent the current Investment Policy. In accordance with the Public Funds Investment Act (TX Gov't Code 2256.005(k)) before any broker/dealer transacts business with the City, it will have had to certify in writing to a review of the Policy and have certified that procedures are in place to assure compliance with that Policy.

The City's Policy establishes specific criteria for the brokers and requires that the list of broker/dealers be approved annually by the City Council. The City's Investment Advisor, Patterson & Associates, maintains the brokerage compliance files for the City.

When any material changes are made to the Investment Policy the new Policy is sent out for re- certification.

Bank of America/Merrill Lynch  
Cantor Fitzgerald  
FTN (First Tennessee)  
International FC Stone  
Mizuho Securities  
Morgan Stanley  
Mutual Securities  
Piper Jaffray  
Raymond James  
RBC  
Stifel Nicolaus  
Wells Fargo

Council Authorized Pools  
Texas Daily

RESOLUTION NO.

A RESOLUTION OF THE CITY OF LEANDER, TEXAS ADOPTING AN INVESTMENT POLICY AND STRATEGY

WHEREAS, the Public Funds Investment Act (Texas Government Code, Chapter 2256) governs local government investment; and

WHEREAS, the Public Fund Investment Act (Section 2256.005a) requires the City to adopt an investment policy and investment strategies by rule, order, ordinance or resolution governing the investment of funds under its control; and

WHEREAS, the Public Fund Investment Act (Section 2256.005e), requires the governing body to review and adopt that investment policy and investment strategies by rule, order, ordinance or resolution not less than annually, recording any changes made thereto; and

WHEREAS, the following changes have been reviewed and approved:

- Included "Diversification" as an additional Investment Objective.
- Clarified that the City may contract with an Investment Advisor.
- Updated the Training Requirements due to state law changes.
- Added SEC registered, A1/P1 rated, commercial paper with maturity of not more than 180 days as an Authorized Investment.
- Added letters of credit from the Federal Home Loan Bank (FHLB) as acceptable collateral.
- Amended the Authorized broker/dealer list.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. The City Council has reviewed and hereby adopts the Investment Policy and Strategy, a copy of which is attached hereto.

Section 2. The City Council hereby appoints the Director of Finance, Accounting Manager, and the City Manager as Investment Officers of the City.

PASSED, AND APPROVED this the 15th day of September, 2016.

ATTEST:

CITY OF LEANDER, TEXAS

\_\_\_\_\_  
Debbie Haile, City Secretary

\_\_\_\_\_  
Christopher Fielder, Mayor



**Executive Summary  
September 15, 2016**

**Subject:** Resolution Texas Establishing A Policy For Selecting Professional Underwriters.

**Background:** Due the successful May 2016 Bond Election and the anticipated infrastructure needs of the City into the foreseeable future, City staff, in consultation with First Southwest, decided it would be beneficial to establish a small “pool” of underwriters with whom we could work as we plan and issue debt over the next several years. In the past, the selection of the underwriting team (often two to four firms) was made on an ad hoc basis. Consequently, staff issued a Request for Qualifications and received 22 responses. After evaluating the firms’ qualifications and conducting subsequent interviews, eight (8) firms are recommended to participate in the pool on an as-needed and rotating basis.

Firms have been selected for their qualifications and experience in successfully underwriting Texas as well as national municipal securities. If additional firms present their qualifications over time, staff seeks the flexibility to add them to the pool as needed and, likewise, remove a firm from the pool if circumstances dictate.

Previous Experience with City	Firm
*	Raymond James
*	William Blair
*	JP Morgan
*	BOSC, Inc.
	Stifel, Nicolaus & Co.
*	Piper Jaffray
	RBC
*	Frost

**Financial Consideration:** Firms are compensated at time of debt issuance from proceeds.

**Recommendation:** Approval of resolution establishing a Policy for Selecting Professional Underwriters.

**Attachments:** Resolution; Evaluation Matrix.

**Prepared by:** Robert Powers, Finance Director  
Joy Simonton, City Purchasing Agent

City of Leander  
 Underwriter Pool  
 Solicitation No. S16-017  
 Opening: 07/07/2016

EVALUATION CRITERIA											
<b>Profile and Experience</b>											
Firm history, management, ownership and date founded	Founded 1962	Founded 1937	Founded 1928	Founded 1985	Founded 1935	Founded 1919	Founded 1962 Entered municipal market in 2009	Founded 1890	Founded 1895	Founded 1929	Founded 1990
Changes to firm management or ownership	No recent changes	No recent changes, internal transitions only	No recent changes. Baum family member serves as Chairman and CEO	New ownership in 2009	2014 appointed new Head of Public Finance, 2014 appointed new Head of Sales and Training and Head Underwriter	No recent changes	No changes, but some additions	Not provided	No changes to management, but have acquired a number of firms that have grown the firm's reach	No recent changes	Gupta 5% in 2014.
Headquarter location, size and number of employees.	HQ: Florida. 192 Texas locations, 15,000 employees Public Finance HQ: Dallas, TX	HQ: Chicago, IL 18 locations 1,000 employees	Kansas City, MO 146 employees	HQ: New York, NY Executive Offices in San Diego, CA 71 employees	HQ: Chicago, IL 1,361 employees	HQ: Richardson, TX 50 employees in Richardson 4,700 employees company wide	HQ: New York, NY 3,900 employees world wide	HQ: St. Louis MO 7,400 employees	HQ: Minneapolis, MN 1,000 employees	HQ: New York, NY 7,200 employee	HQ: Atlanta, GA 130 employees
Location of municipal trading desks	Desks located nationally, also in Dallas, Texas	Chicago, IL Houston, TX New York, NY San Francisco, CA	Dallas, TX Denver, CO Kansas City, MO	New York, NY Chicago, IL Chapel Hill, NC	Austin, TX Boston, MA New York, NY	Houston and Richardson, Texas	New York, NY	Three Texas municipal trading desks located in Houston, Austin and San Antonio	Ten locations throughout US, none in Texas. Main office in	National locations to include Dallas, Houston and San Antonio	National locations to include Dallas, TX
knowledge, experience and qualifications	Four previous negotiations for the City of Leander. 7th in National Negotiated Ranking	30 years of municipal bond experience, \$95 billion in 628 issuances since 2010 - various issuers	80 years of infrastructure financing; 6,239 municipal bond issues, \$232.5 billion 80% of firms revenue is generated by public finance operations	Long list of Texas municipal clients for various types of issuances	Austin, TX; Boston, MA, New York, NY; Chicago, IL; Los Angeles, CA	Managed previous issues in 2012 for City of Leander; Ranked #1 in Texas City Bond Underwriting by number of issues in 2013-2015	Entered municipal market in 2009; 11 staff assigned to municipal trading	26 public finance offices in 26 states	Nationally ranked firm for volume and par amount	Ranked top five in Texas underwriting	2015 yeilded 466 issues valuing \$7.4 billion
Texas municipality financing experience	1st in Texas Negotiated Ranking since 2014. 78 professionals in Travis and Williamson Counties. Three offices in Texas.	City of Houston and City of Austin issuances Long list of public entities in Texas	City of Austin, Elgin, Kyle, UT, and Travis County - either underwriting or advising. Long list of Texas public entities for competitive and negotiated sales	Long list of Texas municipal clients for various types of issuances	2015 \$3.2 billion in Texas negotiated underwriting; 75 municipal transactions. 2015 12th in Texas, 20th in nation. Only two years in Texas, however.	Issued City of Leander GO and CO in 2012; large Texas municipal presence	City of Donna, City of Austin, City of San Antonio	21 Texas offices, 136 employees, since 2008 420 negotiated Texas issues, \$30 billion total; \$9.5 billion Texas municipalities	5th in Texas volume in 2015 ranking; 83 issues; long list of Texas public clients	Central Texas experience includes Wil Co., Austin ACC, Round Rock ISD, Leander ISD, Cedar Park, and Taylor	Long list of Texas municipal clients for various types of issuances
<b>Designated Team &amp; References</b>											
Team resume and qualification information to include title, number of years in public finance, years with current firm and other qualifications.	Acceptable, 8-24 years with firm, officed in Dallas, Texas, and several other US cities	Acceptable, but limited time with firm, none officed in Texas	Acceptable, but limited time with firm, all officed in Dallas, Texas	Acceptable, but limited time with firm, none officed in Texas	Team joined firm in 2014	Legnth of time with firm not disclosed	Acceptable, 1-7 years with firm, none officed in Texas	Acceptable, 1-8 years with firm, offices in An Antonio, Austin and St. Louis	Acceptable, 1-30 years with firm, several in Austin and Houston	Acceptable, 2-25 years with firm; four team members officed in Texas	Acceptable, 3-6 years with firm, officed in Chicago and Atlatna
References	Acceptable	References not checked at this time	References not checked at this time	References not checked at this time	Acceptable	Acceptable	References not checked at this time	Acceptable	Acceptable	Acceptable	References not checked at this time
<b>Equity Position</b>											
Equity capital position in accordance with GAAP (most current figure available)	\$17 billion Total Capital; \$4.6 billion Equity Capital	\$118.3 million in Total Capital; \$90.1 million in Net Capital; \$88.6 million in Excess Net Capital	\$21.8 million in Total Capital; \$15.4 million in Net Capital; \$15.1 million in Excess Net Capital	\$5.2 million in Total Capital; \$3.9 million in Net Capital; \$3.8 million in Excess Net Capital	\$239.1 million in Total Capital; \$188.5 million in Net Capital; \$186.9 million in Excess Net Capital	\$75.6 million in Total Capital; \$62.1 million in Net Capital; \$61.5 million in Excess Net Capital	\$5.5 billion in Total Capital; \$1.5 billion in Net Capital; \$1.4 billion in Excess Net Capital	\$1.2 billion in Total Capital; \$310 million in Net Capital; \$279 million in Excess Net Capital	\$783 million in Total Capital; \$187 million in Net Capital; \$186 million in Excess Net Capital	\$6.2 billion in Total Capital; \$1.9 million in Net Capital; \$1.6 million in Excess Net Capital	\$2.5 million in Total Capital; \$1.9 million in Net Capital; \$1.8 million in Excess Net Capital
<b>Regulatory Matters</b>											
Pending or past litigation and/or disciplinary actions	Not provided in detail	2016 FINRA censure \$10,000; 2015 FINRA censure \$10,000; 2014 fined \$35,000; 2013 Reg. SHO fine \$100,000	2008 Federal law suit; 2010 California state law suit; 2015 SEC finding, 2015 FINRA finding	None	2015 SEC violation \$80,000 fine	2015 SEC violation \$250,000 fine	2011 FINRA fine \$1.5 million; 2014 SEC fine \$4.3 million; 2014 DOJ fine \$9.7 million	2011 lawsuit still in litigation with SEC	Not provided in detail	2014 \$15,000 regulatory fine	2015 SEC investigating a \$6 million issue. No word on case since 10/2015

EVALUATION CRITERIA											
<b>Profile and Experience</b>											
Firm history, management, ownership and date founded	Founded 1816 ("Over 200 Years")	Founded 1812	Founded 1863	Founded 1864	Founded 1799	Founded 1913	Founded 1987	Founded 1957	Founded 1933, 1,200 employees	Founded 1989	Founded 1992
Changes to firm management or ownership	2015 BOA became sole shareholder of Merrill Lynch	No recent changes	2016 New CEO appointed	No recent changes	No recent changes	2016 Texas Municipal trading division formed; Pucciarelli, Former Hilltop employee here runs municipal division as of 2016.	No recent changes	2015 hired new national Director of Public Finance	No recent or anticipated changes	Johnson named CEO in 2014	No recent or anticipated changes
Headquarter location, size and number of employees.	HQ: Charlotte, NC 181,475 employees	HQ: New York, NY 240,000 employees	HQ: San Antonio, Texas 4,300 employees	HQ: Memphis, TN 4,300 employees	HQ: New York, NY 235,000 employees world wide	HQ: Kansas City, MO 3,887 employees	HQ: Austin, Texas 54 employees	HQ: Chicago, IL 59 employees plus 26 partners	Little Rock, Arkansas, 27 cities globally	HQ: Boston, MA Fidelity: 42,000 Employees in US and Canada FCM: 312 employees	Dallas, Texas
Location of municipal trading desks	New York, NY	Los Angeles, CA; Dallas, TX; Chicago, IL; Tampa, FL; New York, NY; and Philadelphia, PA	San Antonio, Texas	Dallas and Austin, TX	New York, NY	Dallas, Texas	Dallas, Texas	Chicago, IL and Dallas, TX	Little Rock, Arkansas and Dallas, Texas	Boston, MA	Dallas, Texas
knowledge, experience and qualifications	Since 2009 2,400 negotiated municipal transactions	Detail limited	Since 2006 230 transactions, totalling \$18.25 billion	Detail limited	15 offices nationally providing government financing, 3 in Texas	\$1.2 billion issued in 2015	Large municipal issue volume (billions)	60 years in municipal market	Proposed team provides issue history with City of Dallas, Hays County and the City of San Marcos.	2015 Negotiated \$32,090.2 MM; 105 issues	Detail limited
Texas municipality financing experience	Top market share performer in Texas underwriting	109 Texas transactions since 2015, \$15 billion, #2 in Texas	Large list of Texas municipal underwriting services clients	Since 2013 \$2.0 billion managed or co-managed for Texas transactions. Limited list of Texas municipalities, but 100 transactions noted.	Ranked #1 underwriter in municipal debt underwriting in Texas since 2014. \$13 billion in last 24 months	Team shows Texas experience, but division only formed in 2016 shows one issue	\$38 billion in Texas Municipality financing since 2015	Recent issues for Pflugerville, Copperas Cove, Pasadena, Pearland, Round Rock, Lubbock, Houston and Corpus Christi. Over \$20 billion in public Texas finance	Issues for City of San Marcos and City of Georgetown	Not clear, but City of Austin, TX, Frisco TX, and Atlanta, GA are listed in references	Underwritten for 131 Texas cities, 2,770 bond underwritings, Austin, Houston and San Antonio, Texas
<b>Designated Team &amp; References</b>											
Team resume and qualification information to include title, number of years in public finance, years with current firm and other qualifications.	Acceptable, 2-10 years with firm	Acceptable, 1-26 years with firm, offices in Dallas and San Antonio	Acceptable, but years with firm not provided	Acceptable, 2-9 years with current firm	Acceptable, 5-6 years with current firm; offices in Houston and Dallas	All team members with firm less than 1 year; formed 2016	Acceptable, 6-13 years with firm, all three located in Dallas	Acceptable, 1-33 years with firm	Acceptable	Acceptable, however, team is new to FCM	Acceptable Some long time firm employees, some new. Large team assigned to City.
References	References not checked at this time	References not checked at this time	Acceptable	References not checked at this time	Acceptable	References not checked at this time	References not checked at this time	References not checked at this time	References not checked at this time	References not checked at this time	References not checked at this time
<b>Equity Position</b>											
Equity capital position in accordance with GAAP	\$220 billion in Total Capital; \$11 billion in Net Capital; \$9.8 billion in Excess Net Capital	\$18 billion in Total Capital; \$6.8 billion in Net Capital; \$5.3 billion in Excess Net Capital	\$2.8 billion in Total Capital; \$1.3 billion in Net Capital; \$1.4 billion in Excess Net Capital	Total capital available \$3.1 billion	\$28 billion in Total Capital; \$13.7 billion in Net Capital; \$11.4 billion in Excess Net Capital	2015 Capital Surplus \$.0 billion Shareholder Equity \$1.8 billion Total Assets \$19 billion	Not provided, not a bank	\$17 million in Total Capital; \$11 million in Net Capital; \$10 million in Excess Net Capital	\$153 million in Total Capital; \$121 million in Net Capital; \$106 million in Excess Net Capital	\$3 billion in Total Capital; \$3.3 billion in Net Capital; \$2.8 billion in Excess Net Capital	\$5.5 million in Total Capital; \$3.9 million in Net Capital; \$3.8 million in Excess Net Capital
<b>Regulatory Matters</b>											
Pending or past litigation and/or disciplinary actions	Overview and links provided, but no detail	Various violations outlined	None.	No "pending" litigation	Overview and links provided, but no detail	No disciplinary actions, but did accept SEC settlement	None	2015 SEC settlement, fine not disclosed	2015 \$400K fine and settlement for with MDCD.	Not disclosed	2015 FINRA settlement \$17,500; 2015 SEC settlement \$40,000

RESOLUTION NO.

A RESOLUTION OF THE CITY OF LEANDER, TEXAS ESTABLISHING A  
POLICY FOR SELECTING PROFESSIONAL UNDERWRITERS.

WHEREAS, professional underwriting firms play a vital and necessary role in the City's ability to issue debt and/or refinance existing debt; and

WHEREAS, the recent positive outcome of the May 2016 Special Election which authorized \$71,635,000 in General Obligation bonds and the City's continued rapid growth into the foreseeable future will require several debt issues over the next couple of years; and

WHEREAS, City staff and the City's financial advisor, First Southwest, desire to have a pool of pre-qualified underwriting firms that can proactively work with the City as these debt financing opportunities arise, as opposed to reacting on an ad hoc basis ; and

WHEREAS, the City issued a Request for Qualifications to which twenty-two firms responded.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. The City Council desires to establish a policy for selecting professional underwriters to assist with the City's financing needs and/or opportunities.

Section 2. The City Council approves the initial list of eight firms as recommended by City staff and the City's Financial Advisor, First Southwest, and attached as Exhibit A.

Section 3. The City Manager is hereby authorized the flexibility to modify the list from time to time upon recommendation from the Director of Finance and the City's Financial Advisor.

PASSED, AND APPROVED this the 15th day of September, 2016.

ATTEST:

CITY OF LEANDER, TEXAS

\_\_\_\_\_  
Debbie Haile, City Secretary

\_\_\_\_\_  
Christopher Fielder, Mayor

EXHIBIT A

PROFESSIONAL UNDERWRITER LIST

Raymond James

William Blair

JP Morgan

BOSC, Inc.

Stifel, Nicolaus & Co.

Piper Jaffray

RBC

Frost



**Executive Summary**  
**September 15, 2016**

**Agenda Subject:** Ordinance Authorizing Employees to be able to purchase previous credit in Texas Municipal Retirement System

**Background:** This ordinance is part of the ongoing support for benefit improvement with the City of Leander for the employees. This would allow city employees that are employed at the time the ordinance is passed to be eligible to purchase previous time in the TMRS that the employee may have had at other participating retirement programs. The employee is solely responsible for paying for the buyback refund amount and accrual penalty. There are currently 16 employees eligible and TMRS employees advised that only 25% of the eligible employees will complete the buy back.

The cost of the city would be the matching of an employee that completes the buy back and that would be adjusted at the annual evaluation and then be part of a rerate that would be spread out over 25 years. Worse case scenario would be 100% participation purchased immediately and then retire (employee cost \$ 92,271.36) would cost the city approximately \$39,000 increase the following year for the next 25 years. I don't feel this is realistic since I am one of the employees and have no plan to do an immediate 100% buy back and retire.

This is a good chance to support current employees and hopefully reevaluate this again in 5 years for possibly of capturing other experienced employees that we may have recruited from other locations that this would benefit.

This ordinance has been reviewed by City Legal, Human Resources, and finance department with approval.

**Origination:** Bill Gardner, Fire Chief

**Recommendation:** Staff recommends Council approval of this Ordinance.

**Attachments:** Ordinance  
TMRS letter  
Breakdown of employees

**Prepared by:** Bill Gardner



**TEXAS MUNICIPAL RETIREMENT SYSTEM**

**AN ORDINANCE ALLOWING CERTAIN EMPLOYEES OF THE CITY WHO HAVE TERMINATED PREVIOUS MEMBERSHIPS IN THE TEXAS MUNICIPAL RETIREMENT SYSTEM, TO DEPOSIT THE SUMS SO WITHDRAWN, PLUS ANNUAL WITHDRAWAL CHARGES, AND ALLOWING AND UNDERTAKING THE COST OF ALLOWING ANY SUCH EMPLOYEE CREDIT IN SUCH SYSTEM FOR ALL SERVICE TO WHICH SUCH EMPLOYEE HAD BEEN ENTITLED AT DATE OF SUCH WITHDRAWAL, WITH LIKE EFFECT AS IF ALL SUCH SERVICE HAD BEEN PERFORMED AS AN EMPLOYEE OF THIS CITY.**

**WHEREAS**, the actuary of the Texas Municipal Retirement System has determined that all obligations charged against the City's account in the benefit accumulation fund, including the obligations arising as a result of this ordinance, can be funded by the City within its maximum contribution rate and within its amortization period; and

**WHEREAS**, the City Council has determined that adoption of this ordinance is in the best interests of the City, now therefore,

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS THAT:**

**Section 1:** Pursuant to Section 853.003 of Subtitle G of Title 8, V.T.C.A., Government Code, as amended, the City of Leander hereby elects to allow any member of the Texas Municipal Retirement System who is an employee of this City on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_\*, who has terminated a previous membership in said System by withdrawal of deposits while absent from service, but who has at least 24 months of credited service as an employee of this City since resuming membership to deposit with the System in a lump sum the amount withdrawn, plus a withdrawal charge of five percent (5%) of such amount for each year from date of such withdrawal to date of redeposit, and thereupon such member shall be allowed credit for all service to which the member had been entitled at date of termination of earlier membership, with like effect as if all such service had been rendered as an employee of this City, whether so rendered or not. The City agrees to underwrite and hereby assumes the obligations arising out of the granting of all such credits, and agrees that all such obligations and reserves required to provide such credits shall be charged to this City's account in the benefit accumulation fund. The five percent (5%) per annum withdrawal charge paid by the member shall be deposited to the credit of the City's account in said benefit accumulation fund; and the deposits of the amount previously withdrawn by the member shall be credited to his or her individual account in the benefit accumulation fund of the System.

**Section 2:** This ordinance shall be become effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_\*, which is a date on or after the date set forth in Section 1, above.

Passed and approved this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
City Secretary or Clerk

\_\_\_\_\_  
Mayor

**\*THIS DATE MUST BE THE ACTUAL DATE OF THE ORDINANCE'S FINAL ADOPTION.**



August 16, 2016

Via E-Mail

Ms. Cindy Hignite  
Human Resource Manager  
City of Leander  
P.O. Box 319  
Leander, TX 78646-0319

Dear Cindy:

As per your request, we are pleased to enclose a model ordinance for your city to adopt:

***Buyback***

This provision allows city employees the opportunity to purchase previously forfeited service with TMRS.

As of the valuation date, December 31, 2014, there are <sup>16</sup>~~19~~ employees with previously forfeited credit that will be eligible if a new buy-back ordinance is adopted. Assuming the immediate purchase of all this credit, the increase in liability and contribution rate would be \$977,247 and 0.45%, during the next actuarial valuation cycle. However, the city's contribution rate will not change until an individual actually buys back previously forfeited credit; and then the following purchase will be included in that year's valuation impacting the following year's contribution rate.

We have also enclosed a current listing of Buyback eligible employees.

Please note, the dates in Sections 1 and 2 of the ordinance must indicate the actual date on which the ordinance is finally adopted. We would appreciate receiving a copy of the approved ordinance within 30 days of its adoption.

Once the completed ordinance has been received, we will prepare and transmit Buyback Applications for all employees who have forfeited service. Upon receipt of the individual applications and all payments, each member's account will be updated to reflect the Buyback purchase. Each employee is encouraged to buy this service back as soon as possible in order to eliminate any further charges.

If you should need additional information or assistance, please feel free to contact me at 1-800-924-8677.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric W. Davis', written in a cursive style.

Eric W. Davis  
Deputy Executive Director



# Plan Change Study

00737 Leander

Proposed Plans

**GRID 2017**  
*For Informational Purposes Only*  
 Effective Date - January 1, 2017  
 Report Date - August 12, 2016

<u>Plan Provisions</u>	<u>Current</u>
Deposit Rate	7.00%
Matching Ratio	2 to 1
Updated Service Credit	100% (Repeating)
Transfer USC **	No
Annuity Increase	50% (Repeating)
20 Year/Any Age Ret.	Yes
Vesting	5 years
<u>Contribution Rates</u>	<u>2017</u>
Normal Cost Rate	9.85%
Prior Service Rate	2.74%
Retirement Rate	12.59%
Supplemental Death Rate	0.14% (A & R)
Total Rate	12.73%
Unfunded Actuarial Liability	\$5,996,177
Amortization Period	25 years
Funded Ratio	76.5%
Phase-In Total Rate	N/A

\*\*This is the addition to the Initial Prior Service Rate for USC for transfers. There were 15 eligible transfer employees on the valuation date.

As of the valuation date, there are 0 employees with previously forfeited service credit eligible for buyback under a previously adopted ordinance. Assuming all of these employees immediately buyback this service credit, the increase in the unfunded liability would be \$0, and the contribution rate would increase by 0.00%. There are an additional 19 employees with previously forfeited credit that will be eligible if a new buyback ordinance is adopted. Again, assuming the immediate purchase of all this service credit, the increase in unfunded liability and contribution rate would be \$977,247 and 0.45%.

Texas Municipal Retirement System  
 Buyback Report for Leander (00737)  
 City Deposit Date 06-2016

Member Name	Social Security	Buyback Months	Refunded Amount	Accrual Date	Accrual Penalty
Adams, Brady Scott	[REDACTED]	28	\$3,881.35	08/01/2016	\$177.90
Borchers Brown, Stefanie M.	[REDACTED]	46	\$5,000.94	08/01/2016	\$2,875.54
Carone, Paul J.	[REDACTED]	5	\$328.21	08/01/2016	\$210.60
Dodson, Arnold Keith	[REDACTED]	108	\$21,423.32	08/01/2016	\$2,945.71
Eldred, Lorraine Benoit	[REDACTED]	46	\$7,114.35	08/01/2016	\$3,646.10
Gardner, William	[REDACTED]	46	\$5,070.00	08/01/2016	\$4,816.50
Garrison, Travis	[REDACTED]	6	\$820.26	08/01/2016	\$37.60
George, Aaron Allen	[REDACTED]	63	\$12,918.73	08/01/2016	\$6,190.22
Graham, Richard L.	[REDACTED]	17	\$1,582.52	08/01/2016	\$751.70
Hopper, Patrick Daniel	[REDACTED]	14	\$1,442.31	08/01/2016	\$222.36
Perez, JoAnn	[REDACTED]	116	\$11,834.59	08/01/2016	\$12,130.45
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Pierce, Robert Kirk	[REDACTED]	19	\$2,570.28	08/01/2016	\$567.60
Pizalate, Ellen	[REDACTED]	8	\$313.94	08/01/2016	\$507.54
Roberts, Kristin Theo	[REDACTED]	74	\$9,423.75	08/01/2016	\$5,300.86
White, Casey Ann	[REDACTED]	12	\$1,597.71	08/01/2016	\$792.20
Wininger, William Albert, Jr.	[REDACTED]	69	\$6,949.10	08/01/2016	\$7,701.92

Total Number of Postable Members: 16

THIS REPORT IS INTENDED ONLY FOR THE USE OF THE ADDRESSEE. IT MAY CONTAIN PRIVILEGED OR CONFIDENTIAL INFORMATION THAT IS EXEMPT FROM DISCLOSURE.



**Executive Summary**  
**September 15, 2016**

**Agenda Subject:** Update Ordinance on Abandon and Junked Vehicle

**Background:** This ordinance brings in new legislative changes and updates an ordinance that was needed to be reviewed and updated. The ordinance major changes clarify and define the process for removal, appeal, and hearings. This allows the enforcement agency to track the vehicle to make sure it is not towed from one location to another location and prevent it from being moved from driveway to driveway to prevent it from being removed, repaired, or covered.

This ordinance has been reviewed by City Legal and has met with their approval.

**Origination:** Bill Gardner, Fire Chief

**Recommendation:** Staff recommends Council approval of this Ordinance.

**Attachments:** Ordinance

**Prepared by:** Bill Gardner

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING CHAPTER 8, ARTICLE 8.05, DIVISION 3 OF THE CITY OF LEANDER CODE OF ORDINANCES REGULATING JUNKED VEHICLES; INSTITUTING HEARING PROCEDURES TO DETERMINE THE STATUS AND POSSIBLE ABATEMENT OF JUNKED VEHICLES; PROVIDING FOR ENFORCEMENT AND PENALTY CLAUSES; PROVIDING FOR OPEN MEETINGS; SEVERABILITY, AND EFFECTIVE DATE CLAUSES; AND PROVIDING FOR RELATED MATTERS.**

WHEREAS, the City Council of the City of Leander (the “City”) recognizes the need to regulate abandoned motor vehicles and junk vehicles within the City in order to preserve and protect the public health and safety and to preserve the quality of life and property values;

WHEREAS, the provisions of this Ordinance are consistent with *Chapt. 683, Tex. Trans. Code*;

WHEREAS, the City Council seeks to adopt regulations and give additional emphasis to the regulation of abandoned and junked vehicles by providing procedures for the impoundment, reclamation, disposal and sale of such abandoned and junked vehicles in order to maintain the health, safety and welfare of the City; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:**

**Section 1. Findings of Fact.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2. Amending Article 8.05, Maintaining Nuisance, Leander Code of Ordinances.** The following sections to Article 8.05, Maintaining Nuisance, Leander Code of Ordinances, are hereby amended in their entirety to read as follows:

**Sec. 8.05.062 Maintaining nuisance**

It shall be unlawful for any person to maintain a public nuisance, as defined in [section 8.05.061](#) above, within the city. **The owner or occupant of any real property within the city shall keep such property free of and shall not permit or suffer the presence of junked vehicles on such property.** Any person found guilty of maintaining a public nuisance as defined in [section 8.05.061](#) shall be guilty of a misdemeanor and be subject to a fine, in accordance with the general penalty provision found in [section 1.01.009](#) of this code, for each offense, and upon the municipal court finding any person guilty of maintaining a public nuisance as defined in [section 8.05.061](#), the court shall order removal and abatement of the nuisance. **It shall be unlawful for any person to knowingly or**

**intentionally interfere with or attempt to prevent the physical impounding of any junked vehicle pursuant to this section.**

**Sec. 805.063 Abatement procedures**

The police department or the code enforcement officer, when desiring to remove and dispose of junked vehicles from private property, public property or public rights-of-way, shall comply with the following procedures:

(1) A written notice stating the nature of the public nuisance on private property and that it must be removed and abated within ten (10) days of the date the letter was mailed, and further stating that any request for a hearing must be made **to the clerk of the municipal court, either in person or in writing and without the requirement of bond**, before the expiration of said ten (10) day period, shall be mailed, by certified mail with a five (5) day return receipt requested or personal delivery, to the last known registered owner of the junked vehicle, any lienholder of record and the owner or the occupant of the private premises whereupon such public nuisance exists. If the notice is returned undelivered by the United States post office, official action to abate such nuisance shall be continued to a date **not earlier than the eleventh (11th) day after the date of the return. In the event that no request for a hearing is received before the expiration of said ten (10) day period, it shall be conclusively presumed that said vehicle is a junked vehicle as defined under state law and this section.**

(2) The requirements of subsection (1) above shall also apply to the case of a public nuisance on public property, and similar notice shall be sent to the owner or the occupant of the public premises and to the owner or the occupant of the premises adjacent to the public property whereupon such public nuisance exists.

(3) If sufficient information is not available to determine the registered owner of the nuisance, after reasonable effort to locate the owner, notice may be placed on the nuisance.

(4) **If the owner or occupant of the premises does not request a public hearing and either fails or refuses to comply with the order of the city within the ten (10) day period after service of the notice, as provided herein, the city may take possession of such junked motor vehicle and remove it from the premises upon the issuance of an appropriate order of the judge of the municipal court. Such order shall include a description of the vehicle, the identification number, and the license number of the vehicle, if available.**

(5) **The owner or occupant of any premises on which a junked vehicle is located may, within ten (10) days after service of a notice to abate said nuisance, request of the clerk of the municipal court of the city, either in person or in writing, and without the requirement of the bond, that a date and a time be set when he/she may appear before the judge of the municipal court for a hearing to determine whether or not the motor vehicle is a junked motor vehicle. At the hearing, the junked motor vehicle is presumed to be inoperable, unless**

**demonstrated by the owner to be operable. Should the judge find by the preponderance of the evidence presented that such vehicle is a public nuisance as defined herein and in violation of this Article, the judge shall order the removal and abatement of the nuisance within ten (10) days from the public or private property or public right-of-way where it is situated. If the owner or occupant of the premises shall fail and refuse within such ten (10) days to abate or remove the nuisance, the judge of the municipal court may issue an order directing the city to have the same removed, and the city shall take possession of such junked motor vehicle and remove it from the premises. Such order shall include a description of the vehicle, and the current identification number and license number of the vehicle, if available at the site.**

(6) Once a vehicle has been removed under the provisions of this section, it shall not be reconstructed or made operable.

(7) The police department shall give notice to the state department of transportation within five (5) days after the date of the removal of a junked vehicle by the department, identifying the vehicle or part thereof.

(8) The administration of the procedures of this section shall be carried out by regularly salaried full-time employees of the city, except that the removal of vehicles or parts thereof from property may be accomplished by any other duly authorized person, including authorized wrecker service operators acting at the direction of the city.

(9) If the nuisance is not removed and abated and a hearing is not requested within the ten (10) day period provided **or is not removed and abated after being ordered by the municipal court judge**, in addition to any other procedure authorized by this Article, a complaint may also be filed in municipal court for the violation of maintaining a public nuisance; provided that such notice shall not be a requirement for any such complaint being filed in municipal court.

**Section 3. Enforcement.** The Leander Police Department, Fire Department, Code Enforcement Department or authorized designee are authorized to enforce the provisions of this Article.

**Section 4. Penalty Clause.** Any person convicted of violating any provision of this Ordinance shall be guilty of a misdemeanor and shall be subject to a fine in an amount not to exceed Two Hundred dollars (\$500.00) and each day of such violation shall be a separate violation.

**Section 5. Savings Clause.** All rights and remedies of the City of Leander are expressly saved as to any and all violations of the provisions of any ordinances affecting abandoned or junked vehicles within the City which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**Section 6. Conflicting Ordinances.** All prior ordinances of the City dealing with or

applicable to abandoned or junked are hereby amended only to the extent of any conflict with the amendments set forth herein, and all ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance as adopted and amended herein are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this Ordinance and any other code or ordinance of the City, the terms and provisions of this Ordinance shall govern.

**Section 7. Severability.** Should any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

**Section 8. Effective Date.** This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov't. Code*.

**Section 9. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

**City of Leander, Texas**

\_\_\_\_\_  
Debbie Haile, City Secretary

\_\_\_\_\_  
Christopher Fielder, Mayor



**Executive Summary**

**September 15, 2016**

**Council Agenda Subject:** Consider Approval of Construction Activities between 9:00 p.m. and 7:00 a.m. for the Old 2243 Roadway Improvements Project from September 15<sup>th</sup> through October 31, 2016

**Background:**

Various utilities and our roadway contractor have requested to work at night on limited occasions. The requests must be made weeks in advance of the scheduled construction to make the Council Agenda. Weather and other construction related issues often impact the anticipated scheduled work. Instead of presenting individual requests to Council, this single request is intended to authorize AT&T, Cash Construction and any other staff approved construction activity associated with Old 2243.

AT&T requested night work to complete the west side of Old 2243 fiber cuts and to continuously work the other cuts after those have been completed. Cash Construction requested night work September 16-18 or September 23-25, depending on schedule, to construct a storm sewer line across Bagdad.

The responsible parties, utility or roadway contractor(s), will communicate with the properties neighboring the construction site and take all reasonable precautions to reduce late night disturbances. The City will also post a notice on its website regarding the dates and times of the nighttime operation.

**Origination:** Wayne S. Watts, P.E., CFM, City Engineer

**Financial Consideration:** Not Applicable

**Recommendation:** Staff recommends approval for construction activities between 9:00 p.m. and 7:00 a.m. for the Old 2243 Roadway Improvements Project for the last two weeks of September and throughout all of October 2016

**Attachments:** Email Requests from AT&T and Cash Construction

**Prepared by:** Wayne S. Watts, P.E., CFM, City Engineer

## **Terri Crauford**

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**From:** BJ Cash <bj@ccctex.com>  
**Sent:** Wednesday, September 07, 2016 10:26 AM  
**To:** Wayne Watts; Terri Crauford; 'Mark Borenstein (Mark.Borenstein@hdrinc.com)'; Busch, Julia  
**Subject:** Bagdad Storm Line D Crossing

All,

We would like to request night work for the Bagdad storm line D crossing for the weekends of September 16<sup>th</sup> -18<sup>th</sup>, and September 23<sup>rd</sup> -25<sup>th</sup>.

Thanks,

BJ

## Lorraine Eldred

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**From:** STEPHENS JR., DARRELL <ts1283@att.com>  
**Sent:** Tuesday, September 06, 2016 11:35 AM  
**To:** Wayne Watts; 'Kevin Payne'; 'Busch, Julia'  
**Cc:** MALONE, RYAN A; Terri Crauford; Michael O'Neal; Michael Lafferty; Lorraine Eldred; Mark Borenstein (Mark.Borenstein@hdrinc.com)  
**Subject:** RE: A0025WD (2243 Road widening)

Mr. Watts. I would like to secure authorization to work nights Monday through Friday for all of October. If possible, Monday through Friday would also be great for September beginning the 14<sup>th</sup>. All we need to complete the west side of 2243 fiber cut around is the 14<sup>th</sup> and 15<sup>th</sup>, but we will be working on cutting around the other fibers immediately afterward.

Thanks

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**From:** Wayne Watts [<mailto:w.watts@leandertx.gov>]  
**Sent:** Tuesday, September 06, 2016 9:56 AM  
**To:** STEPHENS JR., DARRELL <[ts1283@att.com](mailto:ts1283@att.com)>; 'Kevin Payne' <[kevin@ccctexfield.com](mailto:kevin@ccctexfield.com)>; 'Busch, Julia' <[Julia.Busch@hdrinc.com](mailto:Julia.Busch@hdrinc.com)>  
**Cc:** MALONE, RYAN A <[rx7184@att.com](mailto:rx7184@att.com)>; Terri Crauford <[tcrauford@leandertx.gov](mailto:tcrauford@leandertx.gov)>; Michael O'Neal <[moneal@leandertx.gov](mailto:moneal@leandertx.gov)>; Michael Lafferty <[mlafferty@leandertx.gov](mailto:mlafferty@leandertx.gov)>; Lorraine Eldred <[leldred@leandertx.gov](mailto:leldred@leandertx.gov)>; Mark Borenstein ([Mark.Borenstein@hdrinc.com](mailto:Mark.Borenstein@hdrinc.com)) <[Mark.Borenstein@hdrinc.com](mailto:Mark.Borenstein@hdrinc.com)>  
**Subject:** RE: A0025WD (2243 Road widening)

Darrell:

You may proceed with the September 14 "after hours work". You have been previously authorized for the September 15 "after hours work" and for "after hours work" on Tuesdays and Thursdays during August and September. Please advise immediately if you will need authorization for "after hours work" in October or for additional days (in addition to Tuesdays and Thursdays) in September. Thanks.

Wayne S. Watts, P.E., CFM  
City Engineer  
City of Leander  
512-528-2700



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**From:** STEPHENS JR., DARRELL [<mailto:ts1283@att.com>]  
**Sent:** Friday, August 26, 2016 3:28 PM  
**To:** Wayne Watts; 'Kevin Payne'; 'Busch, Julia'

**Cc:** MALONE, RYAN A

**Subject:** A0025WD (2243 Road widening)

I have received word from our splicing crews today regarding the fiber cut around on the west end of 2243. It has been determined that some additional work is necessary at the intersection of Bagdad and 2243. The damages that occurred at the intersection and some internal records issues have complicated the fiber splicing. We have found that we now need to place some additional fiber and perform additional splicing that was not in the original plan for making the switch from the old to the new fiber.

I realize this is not the news you would like to hear late on a Friday afternoon, but I wanted to get this information to you as soon as I learned of the change. Our splicing manager has been forced to request new dates for the fiber splicing and those dates are September 14<sup>th</sup> and 15<sup>th</sup>. This will impact PEC's pole removal schedule by 2 additional weeks.

I sincerely apologize for this delay and will attempt to do all that I can to remove any additional roadblocks.

Thanks

***Darrell Stephens***

**Sr Contact Sourcing Specialist**

**AT&T Austin, Tx**

**Office 512-870-2093**

**Mobile: 254-292-2967**



**Executive Summary**

**September 15, 2016**

**Subject:** Consider approval of Guaranteed Maximum Price Proposal from American Constructors for construction and delivery of Fire Station #4 and authorize the City Manager to execute the Addendum to Construction Manager at Risk Agreement for Fire Station #4, City of Leander, Texas.

**Background:** American Constructors was contracted on August 1, 2015 to provide Construction Manager at Risk Services for Fire Station #4. The bidding process for the project is complete utilizing the design provided by BRW Architects. American Constructors has prepared a Guaranteed Maximum Price Proposal (GMP) per the terms of their agreement.

The proposed GMP is:

Fire Station Building	2,732,950 273
Site	350,204 35
Subtotal	3,083,154 308
Infrastructure Work	915,400
<b>Total GMP</b>	<b>3,998,554</b>

**Financial Consideration:** The project includes both the building of the station and the installation of required infrastructure work. The total GMP \$3,998,554 to be funded from 2015 CO's (54-01-8354 - \$2,147,963); 2016 CO's (55-01-8354 -1,639,991); and the Wastewater Impact Fee Fund (26-01-8354 - \$210,600.)

**Recommendation:** Accept the Guaranteed Maximum Price Proposal from American Constructors for construction and delivery of Fire Station #4 and authorize the City Manager to execute the Addendum to Construction Manager at Risk Agreement for Fire Station #4, City of Leander, Texas.

**Attachments:** Guaranteed Maximum Price detailed cost itemization and Addendum to Construction Manager at Risk Agreement for Fire Station #4, City of Leander, Texas.

**Prepared by:** Bill Gardner, Fire Chief  
Joy Simonton, City Purchasing Agent

**ADDENDUM TO  
CONSTRUCTION MANAGER AT RISK AGREEMENT  
FOR FIRE STATION #4  
CITY OF LEANDER, TEXAS**

This Addendum to the Construction Manager at Risk Agreement for Fire Station #4 (the "Addendum") is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 2016 (the "Effective Date") by and between the **City of Leander, Texas**, a Texas home rule municipal corporation (the "City"), and **American Constructors, Inc.** a Texas corporation (the "Contractor"). The City and the Contractor are sometimes referred to herein as the "Parties."

**Recitals**

**Whereas**, on or about August 1, 2015, the City and Contractor executed the Construction Manager at Risk Agreement for Fire Station #4 (the "Agreement");

**Whereas**, pursuant to the Agreement, Contractor has submitted to the City a Guaranteed Maximum Price proposal (the "GMP Proposal");

**Whereas**, the City wishes to accept the GMP Proposal;

**NOW, THEREFORE**, in consideration of the mutual promises contained herein along with other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, the parties hereto agree as follows:

**Section 1. Guaranteed Maximum Price.** Contractor hereby agrees to commence and complete the following Work: **Fire Station #4**, as more particularly defined by and in compliance with the Agreement, the Plans and Specifications, and the Contract Documents. The City agrees to pay Contractor for the satisfactory performance of the Work an amount not to exceed **\$3,998,554.00 (Three Million Nine Hundred Ninety-Eight Thousand Five Hundred Fifty Four Dollars)**, the **Guaranteed Maximum Price**, the total amount of Work Costs, unless the Government Body first appropriates additional funds required for the change order, authorizes the change order, and the change order is executed in the form approved by the Governing Body.

**Section 2. Time for Completion.** Contractor hereby agrees to commence Work within ten (10) calendar days following the date contained in the Notice to Proceed issued by the City, and Contractor hereby agrees to substantially complete same within **Three Hundred (300)** calendar days after the date contained in the Notice to Proceed. Final Completion shall be within forty-five (45) days of Substantial Completion.

**Section 3. Payment and Performance Bonds.** (a) The Contractor shall provide or cause to be provided a Performance Bond and a Payment Bond, pursuant to CHAPTER 2253, TEX. GOV'T CODE, each in the amount of the Guaranteed Maximum Price (the "P&P Bonds") within ten calendar days following the City's acceptance of the GMP Proposal. The P&P Bonds shall name the City as beneficiary and be issued by a surety or sureties licensed to do business in the State of Texas and acceptable to the City, and shall otherwise comply with applicable terms of the Agreement. The P&P Bonds shall be submitted to the City prior to commencement of the Work.

(b) Each bond shall be executed by a corporate surety or sureties authorized to do business in the State of Texas and acceptable to the City, and on the City's form. If any bond is for more than 10 percent of the surety's capital and surplus, the Owner may require certification that the company has reinsured the excess portion with one or more reinsurers authorized, accredited, or trusted to do business in the State. A reinsurer may not reinsure for more than 10 percent of its capital and surplus. If a surety upon a bond loses its authority to do business in the State, the Contractor shall within thirty (30) days after such loss furnish a replacement bond at no added cost to the Owner.

(c) Each bond shall be accompanied by a valid Power-of-Attorney (issued by the surety company and attached, signed and sealed with the corporate embossed seal, to the bond) authorizing the attorney in fact who signs the bond to commit the company to the terms of the bond, and stating any limit in the amount for which the attorney can issue a single bond.

(d) Each bond with a penal sum in excess of \$100,000 shall be executed by a corporate surety or sureties listed on the then-current version of U.S. Treasury Department circular 570 and which hold a certificate of authority from the U.S. Secretary of the Treasury as a surety, or obtain reinsurance from a reinsurer authorized as a reinsurer in Texas and which is listed on the then-current U.S. Treasury Department circular 570 and holds a certificate of authority from the U.S. Secretary of the Treasury as a surety or reinsurer.

**Section 4. Contract Documents.** Reserved.

**Section 5. General Provisions.** (a) Definition. The definitions set forth in the Agreement shall apply herein.

(b) Amendment of Agreement and Addendum. The Agreement and Addendum may be amended at any time by mutual written consent of the City and the Contractor. This Addendum shall expire and terminate as provided in the Agreement. The terms of this Addendum are in addition to and not in lieu of any term of the Agreement.

(c) Effective Date. This Addendum shall be effective upon the complete execution hereof by all Parties.

(d) Texas Law Governs. This Addendum and the Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Williamson County, Texas. Venue shall lie exclusively in Williamson County, Texas.

IN WITNESS WHEREOF, both parties have caused this Addendum to be signed in their respective corporate names by duly authorized representatives, and the parties hereby bind themselves, their successors and assigns for the faithful and full performance of the terms and provisions hereof.

EXECUTED on the latest date of the signatories indicated below.

**City of Leander, Texas**

**American Constructors, Inc.**

By: \_\_\_\_\_  
\_\_\_\_\_, Mayor

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
\_\_\_\_\_, City Secretary

**CONSTRUCTION MANAGER AT RISK AGREEMENT  
FOR FIRE STATION #4  
CITY OF LEANDER, TEXAS**

This Agreement for services of a Construction Manager at Risk for Fire Station #4 (this "Agreement") is entered into effective as of the 1st day of August 2015, (the "Effective Date") between American Constructors, Inc. a Texas corporation, (the "Contractor") and the City of Leander, Texas, a Texas home rule city (the "City"). The City and the Contractor are sometimes referred to collectively herein as the "Parties".

**RECITALS**

**WHEREAS**, in accordance with *Subchapter F, Chapter 2269, Texas Government Code* ("Subchapter F"), the City issued a request for proposals ("RFP") for the services of a Construction Manager at Risk for Fire Station #4 (as more specifically referenced hereinafter the "Project") to be constructed on the Land (as hereinafter described in Section 1) in Leander, Williamson County, Texas;

**WHEREAS**, the City has reviewed all the responses to the RFP and negotiated in good faith to obtain an acceptable construction manager at risk agreement for the Project, and is authorized to contract for the services of a construction manager at risk for construction of the Project;

**WHEREAS**, this Agreement shall constitute a contract whereby the Contractor selected by the City pursuant to a competitive RFP, will serve as the contractor and construction supervisor on the Project on the Land in compliance with the design and the Plans and Specifications prepared by the Architect and approved by the City; and,

**WHEREAS**, the Parties desire to set forth an agreement for the planning and construction of the Project through completion of the Project, for the purpose of controlling time, costs, and quality.

**NOW THEREFORE**, for and in consideration of the benefits to accrue to the Parties, the receipt and adequacy of which is hereby acknowledged, the Parties contract, covenant and agree as follows:

**Section 1. Definitions.** The following words, terms and phrases, when used in this Agreement regardless of capitalization, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning. Words not defined herein and of common usage in the construction trade shall, unless the context indicated a different meaning, have the meaning and usage given in the construction trade. Words used in the present tense include the future tense. Words used in the plural number include the singular, and words in the singular include the plural. The word "shall" is always mandatory. The word "herein" means in this Agreement. The word "regulations" means the provisions of any applicable ordinance, rule, regulation or policy. The word "person" means any human being or legal entity and includes a corporation, a partnership, and an incorporated or unincorporated association.

"Architect" means Brown Reynolds Watford Architects, Inc. and its licensed and assigned architects selected by the City as provided in *Subchapter F*, to provide services in

connection with the design and preparation of the Plans and Specifications, approve progress payments, and perform related duties with respect to the Project.

"Architect's Agreement" means the agreement between the City and the Architect dated July 1, 2015, for professional services related to the Project.

"City" means the City of Leander, Williamson County, Texas.

"City Representative" or "City's Representative" shall be the City Manager, or his delegate, and any designated inspector for daily inspections, as appropriate, each of whom shall act in concert as City's agent for purpose of inspection, coordination, and issuance of instructions but shall not directly supervise the Contractor.

"Conceptual Plan" means the conceptual plan for the Project, including, but not limited to, the Schematic Design Documents and the Design Development Documents, as defined in the Architect's Agreement, the floor plan, roof, facade and exterior design, proposed facade materials, and wall and floor covering materials, approved by the City.

"Contract Documents" means those documents listed in Section 2, together with the Plans & Specifications.

"Contractor" means the Construction Manager at Risk as provided in *Subchapter F* to assume the risk for construction of the Project at the Guaranteed Maximum Price as a general contractor; to provide advice on the time and consequences of design, purchasing of materials, and lead times; to consult with the City regarding construction decisions, scheduling, cost control, coordination of contract negotiations and awards, to coordinate all phases of construction activities during and after the design of the Project; and to provide other services set forth in *Subchapter F* and this Agreement. Where the context dictates the term Contractor may also mean the Subcontractors retained through the competitive bid or proposal process.

"Days" means calendar days being any day of the week or month, no days being excepted.

"Change Order Work" means and includes work that is not covered or contemplated by the Contract Documents but that may be required by the City Representative and approved by the City in writing prior to the work being done by the Contractor. If any Change Order will increase the Work Costs, or if any other change will increase or decrease the Work Costs, a change order must be approved and executed as provided in this Agreement.

"Final Completion" means that all the work has been completed, all final punch list items have been inspected and satisfactorily completed, all payments to materialmen and subcontractors have been made, all documentation and warranties have been submitted, and all closeout documents have been executed and approved by the City.

"Governing Body" means the City Council of the City.

"Guaranteed Maximum Price" or "GMP" means the proposed and accepted cost of Work to construct the Fire Station #4 on the Land in accordance with the Plans and Specifications, the RFP, and the Contractor's fees as set forth in the Contractor's Proposal, and shall not include sales or use taxes, which costs shall be approved for payment to Contractor by the Architect and the City Representative.

"Land" means the tracts of land upon which the Work is to be constructed and upon which the Land is located, being that certain 3.046 acre tract of land located in Leander, Williamson County, Texas, more particularly shown and described in Exhibit F attached hereto and incorporated herein for all purposes,, being more particularly shown on the survey or surveys prepared for the Project.

"Nonconforming Work" means work or any part thereof that is rejected by the City Representative and/ or the Architect as not conforming with the Contract Documents.

"Notice to Proceed" means a notice given by the City for the Construction Phase after the City's acceptance of the Contractor's Guaranteed Maximum Price proposal. The Notice to Proceed shall be written.

"Plans and Specifications" means the surveys, drawings, design, plans, and technical specifications prepared for the Project as prepared by a licensed professional engineer or registered architect, as approved by the City and Contractor and as revised from time to time prior to Final Completion with approval by the Contractor and the City.

"Project" means the supervision and coordination of all phases of Fire Station #4 as set forth in Section 2, through completion, coordination and consultation with the City Representative and the Architect and the provision of professional services according to this Agreement and the RFP and the construction, installation, and erection of Fire Station #4 according to the City approved Plans and Specifications, this Agreement, and the RFP.

"Proposal" means the Contractor's response to the RFP accepted by the City.

"RFP" means the Request for Proposal for Construction Manager at Risk for Fire Station #4.

"Subcontract" means any contract between the Contractor and any other person or entity, dated on or after the date hereof, for or with respect to the provision of any work, labor and/or materials for erection, installation or construction of the Work, irrespective of the title or name of such contract.

"Subcontractor" means any person, firm or entity that enters into a Subcontract with the Contractor for or with respect to the construction of the Work, irrespective of the

designation of such document as a subcontract or a contract.

"Substantially Completed" or "Substantial Completion" means that in the opinion of the City's Representative and the Architect the Work, including all systems and improvements, is in a condition to serve its intended purpose but still may require minor miscellaneous work and adjustment. Final payment of the Guaranteed Maximum Price, including retainage, however, shall be withheld until Final Completion and acceptance of the work by the City. Acceptance by the City shall not impair or waive any warranty obligation of Contractor.

"Work" means the Construction Phase of the Project, beginning with the City's acceptance of the Guaranteed Maximum Price, which includes the construction, installation, erection, and installation of Fire Station #4 described in Section 2 below, constructed on the Land, including the labor and materials required to construct Fire Station #4 in conformance with the Conceptual Plan and the Plans and Specifications, the RFP, the competitive bidding of contracts for such labor and materials in accordance with this Agreement, and all the equipment, machinery and fixtures and other items of tangible personal property required pursuant to the Plans and Specifications.

"Work Account" means the Work Account established by the City from which all Work Costs shall be paid.

**Section 2. Project.** (a) The Contract Documents constituting the Project and their priority shall be as follows:

- i. This signed Agreement
- ii. Addendum to this Agreement
- iii. Plans and Specifications
- iv. Any instructions to Bidders or Proposers, the RFP, and any other notices to Bidders, Proposers, or Contractor
- v. Performance bond, Payment bonds, Bid bonds, Security Bond, and special bonds
- vi. Contractor's Guaranteed Maximum Price Proposal
- vii. Contractor's completed Proposal

(b) The City has selected the Contractor to provide general contractor services and to assume the risk for construction and satisfactory and timely completion of the Work at a Guaranteed Maximum Price. The Project shall consist of two Phases – the Preconstruction Services Phase and the Construction Phase.

(c) During the Preconstruction Services Phase, the Contractor will provide services as further described in Section 3 and the RFP and shall advise and coordinate with the City Representative and the Architect regarding development of Plans and Specifications so as to facilitate a proposal of a Guaranteed Maximum Price and a schedule for completion of the Work.

The Preconstruction Services Phase shall end when the City has accepted a Guaranteed Maximum Price for the Work.

(d) The Construction Phase shall begin when the City has accepted a Guaranteed Maximum Price for the Work. During the Construction Phase, the Contractor shall perform and provide, or cause to be performed and provided, each and every duty, work, responsibility, and service necessary to the development and construction and final acceptance of the Work, pursuant to the terms, conditions, provisions and requirements of the Contract Documents. The Contractor will work and coordinate with the City's Representatives to obtain necessary approval of the Work construction and the subcontractors thereon. The Contractor shall review all contracts for work to be contracted to another entity or person to ensure the contracts will elicit work that is in compliance with the Plans and Specifications. Contractor shall bring any deficiencies to the attention of the City Representative and the Architect prior to seeking competitive bids or proposals. Contractor shall be obligated to ensure the subcontractor completes work as required by the contract documents.

**Section 3. Preconstruction Services.** (a) The Contractor shall make recommendations to the City Representative and the Architect regarding development of Plans and Specifications so as to facilitate a proposal of a Guaranteed Maximum Price and a schedule for completion of the Work, which will be appropriate for the Work as laid out in the Plans and Specifications, including the timing, cost of construction, feasibility of construction, and other relevant criteria required to ensure the Plans and Specifications are sufficient to complete the Work within a Guaranteed Maximum Price.

(b) Contractor shall consult regularly with the City Representative and the Architect regarding issues with the development of Plans and Specifications, including making recommendations to the City regarding construction of the Project within the City's budget. The Contractor will advise and coordinate with the City's Representatives and the Architect regarding the constructability of the Plans and Specifications' for the Project and appropriateness thereof.

(c) Once this Agreement has been approved by the City, the Contractor shall review the existing Plans and Specifications and other relevant documentation and, in cooperation with City Representative and the Architect, shall provide a preliminary evaluation of the Work within the context of the City's budget requirements. Contractor shall prepare a preliminary cost estimate and a preliminary work schedule, which shall be updated from time to time at the request of the City Representative and the Architect. Contractor shall include in each cost estimate the methods used and the factors considered in calculating the cost estimate. The Contractor shall make recommendations to the City and the Architect for reducing costs to stay within budget for any cost estimate that exceeds the City's budget, or as otherwise requested by City Representative or the Architect.

(d) For the preconstruction services described in this Section 3 and the RFP (the "Preconstruction Services"), Contractor shall receive **Nine Thousand Dollars (\$9,000.00)** (the "Preconstruction Services Price"). The Preconstruction Services Price will be invoiced with the first Payment Requisition Certificate submitted for construction services.

**Section 4. Guaranteed Maximum Price.** (a) Once the Plans and Specifications are complete as determined by the City Representative and the Architect, the Contractor shall provide the Guaranteed Maximum Price proposal for the Work as further set out in this Section (the “GMP Proposal”) to the City. The Guaranteed Maximum Price shall be the firm price for which the Contractor binds itself to complete the Work through subcontractors and employees as set forth in the Plans and Specifications, including any contingency funds. Notwithstanding any other term of this Agreement, it is understood and agreed the City’s obligation to make payments pursuant to this Agreement shall not exceed the lower of the actual cost of constructing and completing the Work or the Guaranteed Maximum Price, unless the Governing Body: (i) first appropriates additional funds required for a change order; (ii) the change order is authorized pursuant to Section 15; and (iii) the change order is executed in the form approved by the Governing Body.

(b) Contractor shall include with the GMP Proposal a detailed, itemized statement of the costs included in the GMP Proposal, including allowances and contingencies, and a written statement of the factors considered in calculating the GMP, which shall include: (i) A list of the allowances and a statement of the basis for said allowance; and (ii) A list of any assumptions and clarifications made by Contractor in the preparation of the GMP Proposal to supplement the information contained in the Plans and Specifications and other Contract Documents. The GMP Proposal shall also include costs for any portion of the Work for which trade contracts or subcontracts have already been executed including those for phased work or procurement of long-lead time items. The GMP Proposal shall also include a construction schedule, which shall include the date of Substantial Completion upon which the GMP Proposal is based, the date for issuing Plans and Specifications for proposals, the date for receiving proposals from trade contractors and subcontractors, and the date for Notice to Proceed.

(c) Contractor shall be available to the City and/or the Architect to meet with, discuss or answer any questions about the GMP Proposal. If the City and/or the Architect discover any inconsistencies or inaccuracies in the information presented, they shall promptly notify Contractor, who shall make appropriate adjustments to the GMP Proposal, its basis, or both.

(d) The City may accept the GMP Proposal in writing on or before the date specified in the proposal for such acceptance, which date shall not be less than 30 days from the date the GMP Proposal is submitted to the City. Acceptance by the City after the date specified in the GMP Proposal shall not be effective without written acceptance by the Contractor. Upon the City’s acceptance of the GMP Proposal, the parties shall promptly execute an Addendum in a form substantially similar to the form attached as Exhibit “A”.

(e) The City may reject the GMP Proposal and request the Contractor submit a new GMP Proposal. The Contractor shall be notified in writing of the rejection of the GMP Proposal, and if the City requests the Contractor to submit a new GMP Proposal, the Contractor shall also be informed in writing of any reasons for the rejection that were stated on the record at the City Council meeting at which the GMP Proposal was considered. City may reject the GMP Proposal, terminate this Agreement for convenience, and opt for directly soliciting construction bids in the

event the GMP is not acceptable.

**Section 5. Work Costs.** (a) The total contract amount payable to the Contractor for the Construction Phase shall be the lower of the Guaranteed Maximum Price or the "Work Costs", as defined herein. Such Work Costs are the total amount payable for the Construction Phase under this Agreement. The Work Costs include all actual, documented and approved costs and expenses whatsoever of the Work, including, but not limited to bidding, construction, all construction and materials and the total amounts and consideration due from the City to the Contractor with respect to the Work; including, but not limited to, any costs and expenses incurred by Contractor in consulting with the Architect, the City Representative, the City Inspector or the City Manager, the costs of insurance and Performance and Payment Bonds during construction; the Contractor's Construction Management Fee, which shall not exceed \$63,800.00, per the Contractor's Proposal; all amounts, costs, overhead, profit, insurance, fees and expenses payable pursuant to all Subcontracts; all costs for materials, wages and supplies, and profits; the cost of machinery and equipment; contingency funds; and all costs and expenses of every kind necessary to deliver the Work ready for occupancy and completed in accordance with the Plans and Specifications and all applicable laws, regulations and codes; provided that the General Conditions Monthly Expenses shall not exceed \$23,900.00 per month per the Contractors Proposal. .

(b) Provided there will be no material change or modification of the Conceptual Plan, or of any Plans and Specifications after approval by the Governing Body, without the approval of the Governing Body, the Contractor may budget the Work Costs for expenditure as it deems proper, subject to any requirements of the Surety(s) on the Performance and the Payment Bond(s), and may revise and manage such budget in its discretion subject to full performance of this Agreement; provided the Work Costs may not be increased by the Contractor without the formal action and approval of the City as provided in Section 4(a) above.

(c) All Work Costs shall be payable from the Work Account and payments pursuant to this Agreement shall not exceed the Guaranteed Maximum Price, unless prior approval is given by the Governing Body as provided above. The City will have no liability for any change or additional work performed prior to a change order being approved and executed. The Work Costs shall be paid to the Contractor for all costs for construction, equipping and final acceptance of the Work as provided in this Agreement, and the designated City Representative shall authorize payment of the Work Costs to the Contractor from the Work Account, as appropriate and provided for hereinafter.

(d) If the City fails or otherwise refuses to accept the recommendation of the Contractor for use of a trade contractor or subcontractor, the City shall compensate the Contractor by a change in price, time or guaranteed maximum cost for any additional costs and risk that the Contractor actually incurs because of the City's requirement that another bid or proposal be accepted.

**Section 6. Construction of the Work.** The Contractor shall perform and provide, or cause to be performed and provided, each and every duty, work, responsibility and service necessary to the development and construction and final acceptance of the Work, pursuant to the terms, conditions, provisions and requirements of this Agreement, the RFP, and the Plans and Specifications,

including but not limited to, obtaining all required permits, approvals and certifications necessary for or with respect to construction and final acceptance of the Work.

(a) Notwithstanding any other term, condition or provision of this Agreement, on or after the Effective Date the Contractor shall coordinate with the Architect and the City Representative to obtain subcontractors and to construct the entire Work according to and in compliance with the Plans and Specifications for and in consideration of the Work Costs. The Contractor shall: (i) construct or cause the construction of the entire Work in a timely manner; (ii) publicly advertise, as prescribed for municipalities and as set forth in Subchapter F, Chapter 2269, Tex. Gov't Code, as amended, and receive bids or proposals from trade contractors or subcontractors for the performance of all major elements of the work other than the minor work that may be approved for performance by the Contractor by the City; (iii) enter into one or more agreements with Subcontracts to accomplish such work, based upon the approved Plans and Specifications; (iv) provide the work and services, or cause the work and services to be provided, and complete the Work in conformance with the Plans and Specifications; and (v) obtain Substantial Completion of the Work within the time stipulated in Exhibit A GMP Addendum, such time to begin within ten calendar days after the Notice to Proceed is given, and obtain Final Completion and acceptance of the Work by the City within forty-five (45) days after Substantial Completion.

(b) Notwithstanding any other term, condition or provision of this Agreement, the Contractor shall:

(i) advertise for bids or proposals all major elements of the Work and make subcontractor selection and recommendations to the City as to the subcontractors that offer the best value to the City;

(ii) review and advise the City on the Conceptual Plan and the Plans and Specifications, and coordinate with the Architect and the City Representative any recommended changes to such plans;

(iii) construct and complete the Work, or cause the Work to be constructed and completed, in conformance with the Plans and Specifications and this Agreement;

(iv) cause the Work to be constructed, equipped and finally accepted for and in consideration of the Guaranteed Maximum Price stipulated hereinabove; and

(v) not unreasonably withhold any service, action or approval required to be given by the Contractor under this Agreement.

(c) All wages paid under this Agreement must not be less than the prevailing rate of per diem wages for work of a similar character in the locality in which the Work is performed for regular days, holidays and overtime work, as determined in accordance with Section 2258.022, Texas Government Code and other applicable law, a copy of which prevailing wage rate is attached hereto as Exhibit "B". The Contractor shall be required to comply

with all applicable requirements of law governing prevailing wage rates.

(d) Contractor shall consult and advise the Architect and City Representative on the distinction between major and minor work to be performed on the Work and the segregation of the Work into distinct component for subcontracting. The Contractor may identify minor Work for which the Contractor will be directly responsible directly, and Architect and the City Representative shall approve such proposed minor work. All major work will be advertised and bid according to Subchapter F, Chapter 2269, Tex. Gov't Code. The Contractor shall review all trade contractor or subcontractor bids or proposals with the City Representative and Architect in a manner that does not disclose the contents of the bid or proposal during the selection process to a person not employed by the construction manager-at-risk, architect, engineer, or governmental entity. The Contractor may bid on any major component. If the Contractor is the best value for the City, the City may award Subcontracts to the Contractor. If the Contractor reviews, evaluates, and recommends a bid or proposal from a trade contractor or subcontractor but the City Representative requires another bid or proposal to be accepted, the City shall compensate the Contractor by a change in price, time, or guaranteed maximum cost for any additional cost and risk that the Contractor incurs because of the City's requirement that another bid or proposal be accepted.

(e) Notwithstanding any other term, condition or provision of this Agreement, the Contractor shall periodically inspect the Work to ensure that the construction, installation, and erection of the Work is done in compliance with the Conceptual Plan, the Plans and Specifications, and this Agreement.

(f) The time for Substantial Completion of the work shall be as provided in Section 6 (a)(v). The time for Final Completion of the work shall be as provided hereinafter in Section 6 (a)(v). If the Contractor fails to complete the work within the time required for Substantial Completion, or within the time required for Final Completion as applicable, the Contractor shall pay liquidated damages which shall be calculated on a calendar day basis, as provided hereinafter in Section 24.

(g) The Contractor shall provide or cause to be provided a Performance Bond and a Payment Bond, pursuant to Chapter 2253, Texas Government Code, each in the amount of the Guaranteed Maximum Price (the "P&P Bonds") within ten (10) calendar days of the City's acceptance of the GMP Proposal. The P&P Bonds shall name the City as beneficiary and be issued by a surety or sureties licensed to do business in the State of Texas and acceptable to the City.

(h) The Contractor may, in its sole discretion, require any Subcontractor to provide: (i) for retainage to be withheld by the Contractor (with interest if applicable as provided in Subchapter B, Chapter 2252, Texas Government Code); and/or (ii) for a Performance Bond and a Payment Bond payable to the Contractor in the amount of the Subcontract.

(i) If a selected trade contractor or subcontractor defaults in the performance of its work or fails to execute a subcontract after being selected, the Contractor may, without advertising fulfill the

contract requirements itself or select a replacement trade contractor or subcontractor to fulfill the requirements of the subcontract without an increase in the GMP or schedule for completion of the Work.

(j) Upon Substantial Completion of the Work, the Contractor shall provide the City with a certificate to the effect that the acquisition, construction, and equipping of the Work has been substantially completed in accordance with the Plans and Specifications. The City may use or occupy any completed or partially completed portion of the Work following Substantial Completion when such portion is designated in writing by the Contractor and applicable Subcontractor as substantially complete. The agreement providing for such occupancy or use shall assign responsibilities for payments, security, maintenance, HVAC, utilities, damage to the Work, work not complying with the Plans and Specifications and commencement of warranties. If deficiencies are noted during inspection for Substantial Completion, the City shall promptly deliver written notice to the Contractor specifying such deficiencies and the Contractor shall be entitled to a reasonable amount of time not to exceed forty-five (45) days, to cure such deficiencies and submit the Work to the City for inspection for Final Completion.

(k) Upon Final Completion, the Contractor shall so certify such Final Completion to the City, and the City shall then inspect the Work and, if no deficiencies are noted, shall provide an acceptance certificate evidencing the acceptance of the Work as constructed in accordance with the Plans and Specifications. Such acceptance certificate shall be deemed the final acceptance. After the final acceptance, the City shall approve final payment to be made to the Contractor upon submission of all required warranties, releases of lien (if any) and a standard certificate of payment, which includes a statement that all subcontractors have been paid.

(l) In addition to the on-going inspection of the Work by the Contractor, and inspection by the Architect, the quality and progress of the Work shall be subject to inspection by city personnel and officers. The Contractor shall inspect the Work as necessary in the Contractor's judgment but, in any event, prior to each request for a progress payment, and, prior to each request for a progress payment, the Architect shall observe the level of completion. The Architect shall inspect the Work at Substantial Completion, and the building officials of the City will inspect the Work in a manner consistent with the building codes of the City.

**Section 7. City Representative.** (a) Communications. The Contractor shall forward all communications, written or oral, to the City through the City Representative with copy to the Architect.

(b) Inspections. The City Representative may periodically review and inspect the work of the Contractor, and may cause other qualified persons to inspect the work.

(c) Subordinate Supervisors and Inspectors. The City Representative shall appoint, from time to time, such subordinate supervisors or inspectors as City Representative may deem proper to inspect the work performed under this Agreement and ensure that said Work is performed in accordance with the Plans and Specifications.

(d) Directions by City. The Contractor shall regard and obey the directions and instructions of City Representative with Architect approval for any changes to Plans and Specifications, and any authorized subordinate supervisors or inspectors appointed by the City, provided such directions and instructions are consistent with the authority of the City under this Agreement, are not inconsistent with the rights, duties and obligations of the Contractor under this Agreement, and are not otherwise inconsistent or in conflict with the status of the Contractor as an independent contractor.

(e) Appeal by Contractor. Should the Contractor object to any orders by any subordinate supervisor or inspector, the Contractor may, within four (4) days from receipt of such order, make written appeal to Architect for his decision.

(f) Clarifications and Interpretations. The Architect will issue with written clarifications or interpretations of the requirements of the Contract Documents as the Architect determines necessary, which shall be consistent with or reasonably inferable from the overall intent of the Contract Documents; provided that no change requiring a material change (as defined in Section 7(g)) in the design, drawings or plan may be issued without the City Council's written approval, or the City Manager's written approval if authorized under this Agreement. If Contractor believes that a written clarification or interpretation justifies an increase in the Work Costs or an extension of the time for performance and the parties are unable to agree to the amount or extent thereof, Contractor may make a claim therefor as provided herein for Change Order Work or Extensions of Time.

(g) Authorized Variations in Work. The Architect, with the prior approval of the City Representative, may authorize minor variations in the Work from the requirements of the Contract Documents which do not involve an adjustment in the Work Costs or the time for completion, do not require a material change to the design, drawings, or Plans and Specifications, and that are consistent with the overall intent of the Contract Documents. These may be accomplished by a field order and will be binding on City, and also on Contractor who shall perform the Work involved promptly; provided that no change requiring a material change in the design, drawings, or Plans and Specifications may be issued without the City Council's written approval, or the City Manager's written approval if authorized under this Agreement. If Contractor believes that a field order justifies an increase in the Work Costs or an extension of the time for performance and the parties are unable to agree as to the amount or extent thereof, the Contractor may make a claim therefor. For the purposes of this Agreement, a "material change" in the design, drawings, or Plans and Specifications is any change that varies from, or requires a modification to, the design, drawings, or Plans and Specifications, or any change that increases or decreases the Work Costs or time for performance.

(h) Rejecting Work. Both the Architect and the City Representative will have authority to disapprove or reject Work that Architect or the City Representative believes to be defective, and will also have authority to require special inspection or testing of the Work at anytime, regardless of whether or not the Work is fabricated, installed or completed.

(i) Dispute Resolution. The Architect will be the initial interpreter of the requirements of

the Contract Documents and judge of the acceptability of the Work thereunder, having considered the recommendation of the City Representative. Claims, disputes and other matters relating to the acceptability of work or the interpretation of the requirements of the Contract Documents pertaining to the performance and furnishing of the work and claims for Change Order Work and Extensions of Time in respect of changes in the Work Costs or time for performance will be referred initially to Architect in writing with a request for a formal decision in accordance with this paragraph, which Architect will render in writing within a reasonable time. Written notice of each such claim, dispute and other matter will be delivered by the claimant to Architect and the other party to the Agreement promptly (but in no event later than thirty days) after the occurrence of the event giving rise thereto, and written supporting data will be submitted to Architect and the other party within sixty days after such occurrence unless the Architect (with consent of the City and the Contractor) allows an additional period of time to ascertain more accurate data in support of the claim.

The rendering of a decision by Architect pursuant to this Agreement with respect to any claim, dispute or other matter (except any which have been waived by the making or acceptance of final payment by the Contractor-unless specifically agreed otherwise in writing by the parties prior to such application or payment) will be a condition precedent to any exercise by City or Contractor of such rights or remedies as either may otherwise have under the Contract Documents or by laws or regulations in respect of any such claim, dispute or other matter.

(j) Coordination with Architect. The Architect and Contractor shall coordinate from time to time and will: (i) review the Plans and Specifications for the Work for compliance with this Agreement and all applicable laws, rules, regulations and standards; (ii) periodically observe the work for compliance with the Plans and Specifications, this Agreement, and all applicable laws, rules, regulations and standards; (iii) consult and advise the City regarding the Plans and Specifications, the reasonableness of the specifications based on the Work Costs, and the Work being constructed for the Guaranteed Maximum Price; and (iv) reasonably cooperate and coordinate with the Parties to facilitate the timely and efficient construction of the Work.

(k) Limitation of Responsibilities. Neither Architect's authority to act under this Section or elsewhere in the Contract Documents nor any decision made by the Architect in good faith either to exercise or not to exercise such authority shall give rise to any duty or responsibility of the Architect to Contractor, any subcontractor, any supplier, or any other person or organization performing any of the work, or to any surety for any of them.

The Architect and the City Representative will not be responsible for Contractor's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, and the Architect and City Representative will not be responsible for Contractor's failure to perform or furnish the work in accordance with the Contract Documents.

The Architect and the City Representative will not be responsible for the acts or omissions of Contractor or of any subcontractor, any supplier, or of any other person or organization performing or furnishing any of the work.

**Section 8. Independent Contractor.** (a) Independent Contractor. In all activities or services performed hereunder, the Contractor is an independent contractor and not an agent or employee of the City. The Contractor, as an independent contractor, shall be responsible for the final product contemplated under this Agreement. Except for materials furnished by the City, the Contractor shall supply all materials, equipment, and labor required for the execution of the Work, or cause such to be provided. The Contractor shall have ultimate control over the execution of the Work under this Agreement. The Contractor shall have the sole obligation to employ, direct, control, supervise, manage, discharge, and compensate all of its employees and subcontractors, and the City shall have no control of or supervision over the employees of the Contractor or any of the Contractor's subcontractors except to the limited extent provided for in this Agreement.

(b) Control of the Work. The Contractor shall retain personal control and shall give its personal attention to the faithful prosecution and completion of the Work, the Project, and fulfillment of this Agreement. The subletting of any portion or feature of the work or materials required in the performance of this Agreement shall not relieve the Contractor from its obligations to the City under this Agreement. The Contractor shall appoint and keep on the Work during the progress of the work a competent superintendant ("Superintendant") and any necessary assistants, all satisfactory to City's Representative, to act as the Contractor's representative and to supervise its employees and subcontractors. All directions given to the Superintendant shall be binding as if given to the Contractor.

(c) Contractor Provided Materials and Equipment. Unless otherwise stipulated in writing, the Contractor shall provide and pay for all labor, materials, tools, equipment, transportation, facilities, and drawings, including engineering, and any other services necessary or reasonably incidental to the performance of the work by the Contractor. It shall be the responsibility of the Contractor to furnish a completed work product that meets the requirements of the City. Any additional work, material, or equipment needed to meet the intent of this specification shall be supplied by the Contractor without claim for additional payment, even though not specifically mentioned herein.

(d) Contractor's Risk. Any injury or damage to the Contractor or the Work caused by an, natural cause, a party or entity not privy to this Agreement, or other like issue shall be assumed and borne by the Contractor. Contractor shall be solely responsible for all costs of materials, tool, equipment, labor, subcontractors and other such costs in excess of Contractor's GMP.

**Section 9. Progress of Work.** (a) Schedule of Work. Unless otherwise specifically provided, the Contractor shall execute its work and oversee the work of Subcontractors at such time and sessions, in such order of precedence, and in such manner as shall be most conducive to the economy of the Work; provided, however, that the order and time of prosecution shall be such that the Work shall be Substantially Completed in accordance with this Agreement, the Plans and Specifications, and within the time of completion designated in this Agreement and any approved progress schedules.

(b) Scheduling and Coordination. Further, the parties shall be subject to the following:

- (i.) The Contractor shall submit a progress schedule and payment schedule of the work contemplated by this Agreement.
- (ii.) The Superintendent shall work directly with Subcontractors as necessary to coordinate construction activities.
- (iii.) In the event that it is determined by the City that the progress of the work is not in accordance with the approved progress and payment schedule, the City may so inform the Contractor and require the Contractor to take such action as is necessary to insure completion of the Work within the time specified and the Contractor shall revise schedule to show corrective action.

(c) Work Stoppage. If in the judgment of the Architect any of the work or materials furnished is not in strict accordance with this Agreement or any portion of the work is being performed so as to create a hazardous condition, the City may, in its sole discretion, order the work of the Contractor or any Subcontractor wholly or partially stopped until any objectionable person, work, or material is removed from the premises. Such stoppage or suspension shall neither invalidate any of the Contractor's performance obligations under this Agreement, including the time of performance and deadlines therefore, nor will any extra charge be allowed the Contractor by reason of such stoppage or suspension.

(d) Changes in the Work. The Contractor may make such changes and alterations as the City may require in the work or any part thereof without affecting the validity of this Agreement and any accompanying bond. If such changes or alterations diminish the quantity of the work to be done, they shall not constitute the basis for any claim for damages or anticipated profits. If the City makes changes or alterations that render useless any work already done or material already used in said work, then the City shall recompense the Contractor for any material or labor so used, and for any actual loss occasioned by such change due to actual expenses incurred in preparation for the work as originally planned.

**Section 10. Entry, Observation, Testing & Possession.** (a) City Access to the Site. The City reserves the right to enter the Work site or sites by such employee(s) or agent(s) as it may elect for the purpose of inspecting the work. The City further reserves the right to enter the Work site or sites for the purpose of performing such collateral work as the City may desire.

(b) Observation and Testing. The City's Representative shall have the right, at all reasonable times, to observe and test the work. The Contractor shall make necessary arrangements and provide proper facilities and access for such observation and testing at any location where the work or any part thereof is in preparation or progress. The Contractor shall ascertain the scope of any observation that may be contemplated by City's Representative and shall give ample notice as to the time each part of the work will be ready for observation.

**Section 11. Rejected Work.** (a) Non-Conforming Work. All work deemed not in conformity

with this Agreement as determined by the City in its sole discretion, may be rejected by the City. City's Representative may reject any work found to be defective or not in accordance with the Contract Documents, regardless of the stage of the work's completion or the time or place of discovery of such defects or inconsistencies and regardless of whether City's Representative has previously accepted the work through oversight or otherwise. Neither observations nor inspections, tests, or approvals made by City's Representative, or other persons authorized under this Agreement to make such observations, inspections, tests, or approvals, shall relieve the Contractor from the obligation to perform the work in accordance with the requirements of this Agreement and the other Contract Documents.

(b) Remedial Action. If the work or any part thereof is not in conformity with this Agreement, it shall be rejected by the City's Representative. Any remedial action required, as set forth herein, shall be at the Contractor's expense, as follows:

- (i.) The Contractor may be required, at the City's option, after notice from City's Representative, to remedy such work so that it shall be in full compliance with this Agreement. All rejected work or materials shall be immediately replaced in order to conform with this Agreement.
- (ii.) If the City deems it inexpedient to correct work damaged or not done in accordance with this Agreement, an equitable deduction from the agreed sum may be made by the City at the City's sole discretion.

**Section 12. Approval of Subcontractors.** If City's Representative judges any Subcontractor to be failing to perform the work in strict accordance with the drawings and Plans and Specifications, the City Representative through the Architect shall give the Contractor notice of such failure to perform. Contractor shall, if appropriate, discharge the same if Subcontractor does not cure such failure to perform, but this shall in no way release the Contractor from its obligations and responsibility under this Agreement. Every subcontractor shall be bound by the terms and provisions of this Agreement and the Contract Documents as far as applicable to their work. The Contractor shall be fully responsible to the City for the acts and omissions of its Subcontractors. Nothing contained herein shall create any contractual or employment relations between any subcontractor and the City.

**Section 13. Payment of Employees, Subcontractors & Suppliers.** The Contractor shall be solely and exclusively responsible for compensating any of the Contractor's employees, subcontractors, materialmen and/or suppliers of any type or nature whatsoever and for insuring that no claims or liens of any type arising out of or incidental to the performance of any services performed pursuant to this Agreement are filed, or attempted to be filed, against any property owned by the City. In the event a statutory notice of claim or attempted lien is sent to the City, the Contractor shall, where no payment bond covers the work, upon written notice from the City, immediately obtain a bond at its expense and hold the City harmless from any losses that may result from the filing or enforcement of any said claim or lien notice. In the event that the Contractor defaults in the provision of the bond, the City may withhold such funds as are necessary to assure the payment of such claim until litigation determines to whom payment shall be made.

**Section 14. Payment of the Guaranteed Maximum Price By City.** The City agrees to approve the payment of certain amounts for Work Costs, as set forth herein and as appropriate and supported by contract, documentation and progress of construction on the Work, to, or on behalf of, the Contractor, from the Work Account; provided however, the payments to be made hereunder shall not exceed Guaranteed Maximum Price. Payments under this Section 14 shall begin after the City has accepted the GMP Proposal and shall be made pursuant to procedure set forth in this section. The City agrees to approve the payment of the following Work Costs from the Work Account:

(a) Progress Payments. Payments to the Contractor of Work Costs from the Work Account for all Work, profits, costs, expenses and construction, shall be paid as progress payments during construction. All such progress payments for equipment and materials shall be based on such equipment and materials delivered and on-site (or off-site so long as such materials are stored in a bonded warehouse), actual subcontractor charges, and payments for all other Work Costs shall be based upon the percentage of the work completed. The Contractor shall, except for retainage withheld (if any) as provided in the Subcontracts, promptly pay its Subcontractors and providers of services, materials and equipment. The City Representative or the Architect may require proof of payment by the Contractor, any Subcontractor or materialman, and waivers/releases of liens from the Contractor and Subcontractors prior to any progress payment to the Contractor.

(b) Payment Requisition Certificate. Disbursements of Work Costs from the Work Account to pay construction costs shall be made to the Contractor upon receipt of a Payment Requisition Certificate prepared by the Contractor and certified by the Architect, the Subcontractors, if any, and the City Representative. The form of the Payment Requisition Certificate is attached as Exhibit "C". To assure timely submission of the Payment Requisition Certificates during construction of the Work the Contractor shall submit to the Architect and the City Representative the itemized application for payment prepared in accordance with this Agreement and standard municipal construction practices, based on the percentage of work completed and materials delivered to the Work or stored off-site in a bonded warehouse, less the amount of prior payments.

- (i) The Contractor shall submit applications for payment on or before the 10th day of each month. Such applications, in the form attached as Exhibit "C", will be submitted to the City Representative for approval or modification. Attached documentation shall include a statement showing as completely as practicable the total value of the actual work performed by the Contractor and accepted by the City up to and including the last day of the preceding month. The statement shall also include the value of all materials not previously submitted for payment which have been delivered to the site but have not yet been incorporated into the work.
- (ii) The Architect shall review each Payment Requisition Certificate and certify it for payment, as appropriate, prior to it being submitted to the City Representative. The Architect may refuse to certify payment in whole or in part either on its own or because of the Contractor's or City's failure to concur therewith, provided that such certification shall not be unreasonably withheld. If agreement is not reached as to a

revised amount to be certified for payment, payment shall be issued for the undisputed amount. Architect's approval of a Payment Requisition Certificate, or part thereof, shall be a representation that such payment request and amount is reasonable and not inconsistent with the work completed.

- (iii) The City Representative may require additional review and approval of any Payment Requisition Certificate by the Architect and/or the Governing Body, prior to approval and payment by the City. Upon certification by the City, such application shall be paid to the Contractor.
- (iv) Contractor's application for payment and execution of a Payment Requisition Certificate shall constitute a warranty by the Contractor that all work for which Payment Requisition Certificates have been previously issued and payment received is free and clear of all liens, claims, security interests or encumbrances of any kind of the Contractor, any contractor or subcontractor, or other persons or entities providing labor, materials and/or equipment relating to the Work, and, further, constitutes a warranty that all sums received pursuant to the application will be applied so as to assure that no liens, security interests or encumbrances attach to the work which the application covers.

(c) Payment. On or before the 30th calendar day following the Architect's receipt of a Payment Requisition Certificate meeting the requirements of this Agreement, the City shall pay to the Contractor the approved amount of the progress payment based on the Contractor's applications for payment up to the Guaranteed Maximum Price, the terms of this Agreement, the recommendation of the Architect and the approval of the City Representative. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage of work completed by the Contractor and accepted by the City, but in each case less the aggregate of payments previously made and less amounts the City Representative shall determine and the City may withhold in accordance with this Agreement. Upon Final Completion and acceptance of the work in accordance with this Agreement, the City shall pay the remainder of the Work Cost up to the Guaranteed Maximum Price, less any sums withheld under other terms of this Agreement. Any withheld sums shall be paid with the first progress payment approved after satisfactory resolution of the issues resulting in the withholding. Interest shall accrue on overdue payments in accordance with the provisions of Sections 2251.021, *et seq.* of the Texas Government Code.

(d) Machinery and Equipment. The Contractor shall procure, or cause the Subcontractors to procure all machinery, equipment and fixtures incident, useful or necessary to the use and function of the Work as a fire station; e.g. electrical, air conditioning, heating, and plumbing. Such machinery, equipment and fixtures shall be new (not previously used) and delivered prior to final acceptance of the Work. On or before final acceptance, Contractor shall prepare and deliver to the City a property inventory listing for each such item delivered, which shall consist of the use and care manuals, warranty documents, and as-built drawings for such property. All such machinery, equipment and fixtures shall fully comply with the Plans and Specifications.

(e) Retainage. From each approved statement, the City shall retain until final payment, five percent (5%). The City may also retain from each approved statement any other sums authorized under the terms of this Agreement.

(f) Contractor Not to Obligate City. The Contractor shall have the sole obligation to pay any and all charges or fees and give all notices necessary to and incidental to the lawful prosecution of the work hereunder. The Contractor shall not--and shall have no authority whatsoever--to obligate the City to make any payments to another party nor make any promises or representation of any nature on behalf of the City, without the specific written approval of the City.

(g) Suspension of Payments. The City, at any time, may suspend monthly progress payments on the work if it determines that the projected liquidated damages may exceed retainage. The City, at any time, may suspend monthly progress payments if it believes that the Contractor will not complete the work due to actual default or that the Contractor has represented or done some act that indicates that it will not complete the work in accordance with this Agreement or within the time period submitted in its bid.

(h) Unit Prices. The Architect will determine the actual quantities and classifications of Unit Price Work performed by Contractor, and will review with the Contractor preliminary determinations on such matters before rendering a written decision thereon. Architect's written decisions thereon will be final and binding upon City and Contractor, unless, within ten days after the date of any such decision, either City or Contractor delivers to the other party to the Agreement and to Architect written notice of intention to appeal from such a decision.

(i) Withhold Funds. Regardless of any bond, the City may, on account of subsequently discovered evidence and in addition to the retainage withheld under Section 14(e), withhold funds or nullify all or part of any acceptance or certificate to such extent as may be necessary to protect itself from loss on account of any of the following:

- (i.) Defective work.
- (ii.) Claims filed or reasonable evidence indicating probable filing of claims.
- (iii.) Failure of the Contractor to make prompt payments to subcontractors for labor or material or materialmen.
- (iv.) Claims filed or reasonable evidence indicating damage to another by the Contractor.
- (v.) Claims filed or reasonable evidence indicating damage to third parties, including adjacent property owners.
- (vi.) Claims filed or reasonable evidence indicating unremedied damage to property owned by the City.
- (vii.) City's determination of an amount of liquidated damages.
- (viii.) Charges made for repairs to the Contractor's defective work or repairs made by the City to correct damage to other property.
- (ix.) Other amounts authorized under this Agreement.

(j) Approval by Contractor. The Contractor shall approve and sign all Payment Requisition Certificates submitted for approval and payment as provided hereinabove.

**Section 15. Change Order Work Charges.** (a) Change Order Approval. No changes shall be made, nor will bills for changes, alterations, modifications, deviations, extra orders and Change Order Work be recognized or paid for except upon the written change order from authorized personnel of the City and provided that funds have been appropriated for such payment.

(b) Limits on Change Orders. "Change Order Work", as defined in Section 1 and authorized through written change orders, and pursuant to Section 252.048(d) of the Texas Local Government Code, the original contract price may not be increased by more than twenty-five percent (25%). Written change orders that do not exceed twenty-five percent (25%) of the original Contract Amount may be made or approved by the City Manager or his delegate if the total of the change order(s), in the aggregate, is less than Fifty Thousand Dollars (\$50,000.00). Changes in excess of Fifty Thousand Dollars (\$50,000.00) must be approved by the City Council prior to commencement of the services or work. Any requests by the Contractor for a change to the Contract Amount shall be made prior to the beginning of the work covered by the proposed change or the right to payment for Change Order Work shall be waived.

(c) Request Required. Any requests by the Contractor for a change to the Work Costs shall be made prior to the beginning of the work covered by the proposed change or the right to payment for the work shall be waived.

(d) Completion of Work and Change Order Work. The Contractor shall complete all Work as specified or indicated in the Contract Documents. The Contractor shall complete all Change Order Work in connection therewith. All work and materials shall be in strict conformity with the Plans and Specifications and the Contract Documents. The Substantial Completion of the work shall not excuse the Contractor from performing all the work undertaken, whether of a minor or major nature, and thereby completing the Work in accordance with the Contract Documents. In the event that the Contractor fails to perform the work as required for Substantial Completion or Final Completion, the City may contract with a third party to complete the work and the Contractor shall assume and pay the costs of the performance of the work as contracted.

**Section 16. Substantial Completion.** (a) Notice of Substantial Completion. The Contractor shall notify City's Representative when, in the Contractor's opinion, the contract is Substantially Completed. Within ten (10) calendar days after the Contractor has given City's Representative written notice that the work has been Substantially Completed, City's Representative shall inspect the work for the preparation of a final punch list.

(i.) If City's Representative and the City find that the work is not Substantially Completed, then they shall so notify the Contractor who shall then complete the work. City's Representative shall not be required to provide a list of unfinished work.

- (ii.) If the Architect, the City Representative and City find that the work is Substantially Completed, the City shall issue to the Contractor its certificate of Substantial Completion.

(b) No Delay After Substantial Completion. The Substantial Completion of the work shall not excuse the Contractor from performing all of the work undertaken in a timely manner, whether of a minor or major nature, and thereby completing the Work in accordance with the Contract Documents.

**Section 17. Final Completion.**(a) Notice of Final Completion. Contractor shall notify the City's Representative when it believes that the work has reached Final Completion as defined in Section 1 and shall deliver to the City an executed Final Affidavit of Bills Paid, in the form attached hereto as Exhibit "D". If the City's Representative and the City accept and deem such work Finally Complete, then Contractor shall be so notified and certificates of completion and acceptance, as provided herein, shall be issued. A complete itemized statement of this Agreement account, certified by the City's Representative as correct, shall then be prepared and delivered to Contractor. Contractor or City, as the case may be, shall pay the balance due as reflected by said statement within ten (10) calendar days, less any retainage, which shall be held for a period of forty-five (45) calendar days after Final Completion. At the expiration of the forty-five (45) calendar day period, City shall release any unclaimed retainage.

(b) Required Certifications. The Contractor shall procure all required certificates of acceptance or completions issued by state, municipal, or other authorities and submit the same to the City. The City may withhold any payments due under this Agreement until the necessary certificates are procured and delivered.

(c) Workmanship. Neither the final payment nor any acceptance nor certificate nor any provision of this Agreement shall relieve the Contractor of any responsibility for faulty workmanship or materials. At the option of the City, the Contractor shall remedy any defects and pay for any damage to other work that may appear after final acceptance of the work.

**Section 18. Delays.** (a) Discretionary Delay By the City. The City may, in its sole discretion, by written notice delay the work during inclement weather in order to preserve the Work, insure safety of work forces, and the preservation of materials and equipment. Only in such event and upon a written request from the Contractor, the City may grant an extension of time to offset for such stoppage of the work.

(b) Change Order for City Delay. In the event of delays resulting from changes ordered in the work by the City or other delays caused by the City or for the City's convenience, Contractor may apply to the City for an increase in the time permitted for completion of the work and/or recovery of incidental damages resulting from increased storage costs or other costs necessary to protect the value of the work. In no event shall any consequential or other damages be allowed or any other charges or claims be made by the Contractor for hindrances or delays resulting from any other cause.

**Section 19. Extensions of Time.** The Contractor has submitted its GMP Proposal in full recognition of the time required for the completion of this Work, taking into consideration all factors including, but not limited to the average climatic range and industrial conditions. The Contractor may request an extension of time for either Substantial Completion or Final Completion when the work has been delayed by one or more of the following:

- (a) an act or neglect of the City, the City Representative, employees of the City, or other contractors employed by the City;
- (b) by changes ordered in the work, or reductions thereto approved in writing;
- (c) by "rain days" (days with rainfall in excess of one-tenth of an inch) during the term of this Agreement that exceed the average number of rain days for such term for this locality; or
- (d) by other causes that the City and the Contractor agree may reasonably justify delay and that were beyond the Contractor's reasonable control and ability to estimate, predict, or avoid, such as delays caused by unforeseen labor disputes, fire, natural disasters, acts of war, and other rare and unpredictable events. This term does not include normal delays incident to the delivery of materials, tools, or labor that reasonably could have been predicted and/or accounted for in the Contractor's GMP Proposal or decision to bid.

If one or more of the foregoing conditions is present, the Contractor may apply in writing for an extension of time, submitting therewith all written justification as may be required by the Architect. Within ten (10) calendar days after receipt of a written request for an extension of time, which is supported by all requested documentation, the City shall, in writing and in its sole discretion, grant or deny the request.

**Section 20. Charges For Injury or Repair.** (a) Damages to the Work. The Contractor shall be liable for any damages incurred or repairs made necessary by reason of its work and/or caused by the Contractor, its employees, agents, officers, representatives, subcontractors and materials suppliers it. Repairs of any kind required by the City will be made and charged to the Contractor by the City.

(b) Protect the Work. The Contractor shall take the necessary precautions to protect any areas adjacent to its work.

(c) Work Includes All Repairs. The work specified consists of all work, materials, and labor required by the City to repair any damage to the property of the City, including but not limited to structures, roadways, curbs, parking areas, and sidewalks.

**Section 21. Insurance.** (a) Property and Casualty. The Contractor shall provide and maintain builder's risk insurance at all times prior to completion of the Work and, in the event of any casualty prior to the completion of the Work, the proceeds of such insurance shall be used by the Contractor to repair or replace the damaged portion of the Work. Upon completion and final acceptance of the Work the City shall obtain, provide and maintain, or cause to be so provided, such

liability and other insurance as determined appropriate by the Governing Body.

(b) Subcontractors. The Contractor shall require all Subcontractors to obtain, maintain, and keep in force insurance coverage in accordance with accepted industry standards during the time they are engaged hereunder. All Subcontractors shall be required to show proof of worker's compensation insurance coverage. The Contractor shall obtain, maintain and keep in force a general liability insurance policy which shall name the City as an additional insured.

(c) Minimum Contractor Insurance. The Contractor shall also carry the following insurance in at least the following limits:

<u>Coverages</u>	<u>Limits of Liability</u>
(i) Workmen's Compensation	Statutory
(ii) Employers' Liability	\$500,000.00
(iii) Comprehensive General Liability	\$1,000,000.00 each occurrence \$1,000,000.00 in the aggregate
(iv) Comprehensive Automobile Liability	(Any auto, hired auto, non-owned auto)
a. Bodily Injury Liability	\$1,000,000.00 each person \$1,000,000.00 each occurrence
b. Property Damage Liability	\$1,000,000.00 each occurrence
(v) Owner's and Contractor's Protective	\$1,000,000.00
(vi) Builder's Risk	full value of contract
(vii) Excess Umbrella Liability	\$2,000,000.00 each occurrence

(d) General Requirements Applicable to All Policies. The City of Leander must be named on the required insurance policies, with the exception of Worker's Compensation and Employer's Liability, as an Additional Insured. Only Insurance Carriers licensed and admitted or eligible to do business in the State of Texas will be accepted. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior unconditional, unqualified written notice by certified mail, return receipt requested, has been given to the City of Leander. All Certificates of Insurance and endorsements shall be furnished to the City's Representative at the time of execution of this Agreement, attached hereto as Exhibit "E", and approved by the City before work commences. Contractor shall provide the City with a full and complete copy of any insurance policy promptly upon request by the City and without charge to the City.

**Section 22. Default.** In the event of a default by any Party hereto the non-defaulting Party shall be entitled to such remedies for the default as they may be entitled to at law or in equity, after providing written notice of default by certified mail, return receipt requested, and reasonable opportunity to cure such default.

**Section 23. Term.** Upon its execution and delivery this Agreement shall be and become in full force and effect as of the Effective Date, and shall continue in full force and effect through final

acceptance of the Work and payment in full to the Contractor of the lower of the Work Costs or the Guaranteed Maximum Price, unless earlier terminated as provided herein. The Contractor shall obtain substantial completion of the Work within the time set forth in the GMP Proposal approved by the City, such time to begin within ten calendar days after issuance of the Notice to Proceed, and final approval and acceptance of the Work by the City within thirty days after Substantial Completion. The work embraced by this Agreement shall be commenced on the date specified in the notice to proceed. Said notice to proceed shall be in writing.

**Section 24. Liquidated Damages.** If the Contractor should neglect, fail, or refuse to either substantially complete, or finally complete and obtain City acceptance of the Work, within the time herein specified, or any proper extension granted by the Governing Body, then the Contractor does agree as part of the consideration for the awarding of this Agreement that the City may permanently withhold from the Contractor's total compensation the sum of up to Five Hundred and no/100 DOLLARS (\$500.00) for each and every calendar day that the Contractor is in default after the time stipulated for Substantial Completion and up to Two Hundred and no/100 DOLLARS (\$200) per day for Final Completion, not as a penalty but as liquidated damages for the breach of this Agreement. It is specifically understood that liquidated damages may be imposed for any failure to meet either or both of the deadlines for Substantial Completion or Final Completion. The Contractor and the City waive claims against each other for consequential damages arising out of or relating to this contract.

**Section 25. Tax Exempt Status.** The City shall provide the Contractor with all necessary certificates (exemption, resale or otherwise) for sales tax exemption, and shall cooperate with the Contractor in such regard. The Parties agree, based on the City's exempt status under §151.309, *Texas Tax Code*, that this Agreement and the Subcontracts are separated contracts with separately stated prices and invoices for (i) materials to be incorporated into the Work and (ii) skill, labor and services for the development of the Work as specified in the Work Costs Schedule annexed hereto.

**Section 26. Warranty.** (a) One Year Warranty. The Contractor shall warranty all Work whether performed by the Contractor or a Subcontractor. The Contractor may require Subcontractors provide a warranty or bond to the Contractor. Upon issuance of a certificate of Final Completion, the Contractor warrants for a period of one (1) year as follows:

The Contractor warrants that all materials provided to the City under this Agreement shall be new unless otherwise approved in advance by City's Representative and that all work will be of good quality, free from faults and defects, and in conformance with this Agreement, the other Contract Documents, and recognized industry standards.

(b) Defective Work. All work not conforming to these requirements, including but not limited to unapproved substitutions, may be considered defective.

(c) Rights Not Waived. This warranty is in addition to any rights or warranties expressed or implied by law and in addition to any consumer protection claims arising from misrepresentations

by the Contractor.

(d) Greater Warranty Term. Where more than a one (1) year warranty is specified for individual products, work, or materials, the longer warranty shall govern.

(e) Warranty Covered by Bonds. This warranty obligation shall be covered by any performance or payment bonds tendered in compliance with this Agreement. The Final Completion and acceptance of the Work shall be subject to this Section and the one year warranty. Excluding abandonment or default by the Contractor prior to Final Completion, the statute of limitations provided in *Sec. 2253.078, Tex. Gov't. Code*, shall not begin to run until the expiration of the one year warranty period.

(f) Defective Work Discovered During Warranty Period. If any of the work is found or determined to be either defective, including obvious defects, or otherwise not in accordance with this Agreement within one (1) year after the date of the issuance of a certificate of Final Completion of the work or a designated portion thereof, whichever is longer, or within one (1) year after acceptance by the City of designated equipment, or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by this Agreement, the Contractor shall promptly correct the defective work at no cost to the City.

(g) Warranty Work. After receipt of written notice from the City to begin corrective work, the Contractor shall promptly begin the corrective work. The obligation to correct any defective work shall survive the termination of this Agreement. The guarantee to correct the defective work shall not constitute the exclusive remedy of City, nor shall other remedies be limited to the terms of either the warranty or the guarantee.

(h) Notice to Surety. If within ten (10) calendar days after the City has notified the Contractor of a defect, failure, or abnormality in the work, the Contractor has not started to make the necessary corrections or adjustments, the City may is hereby authorized to make the corrections or adjustments, notify the surety, or to order the work to be done by a third party. The cost of the work shall be paid by the Contractor.

(i) Cost of Warranty Work. The cost of all materials, parts, labor, transportation, supervision, special instruments, and supplies required for the replacement or repair of parts and for correction of defects shall be paid by the Contractor or by the surety.

(j) Warranty of Repair Work. The guarantee shall be extended to cover all repairs and replacements furnished, and the term of the guarantee for each repair or replacement shall be one (1) year after the installation or completion. The one (1) year warranty shall cover all work, equipment, and materials that are part of the Work, whether or not a warranty is specified in the individual section of the Contract Documents that prescribe that particular aspect of the work.

**Section 27. Surety; Abandonment or Termination.** (a) Completing Work. If the Contractor has abandoned the Project or the City has terminated the Agreement for cause and the Surety, after

notice demanding completion is sent, fails to commence the completion of the work in a timely manner and compliance with this Agreement, then the City at its option may provide for completion of the work in either of the following manners:

- (i.) The City may employ such force of men and use of instruments, machinery, equipment, tools, materials, and supplies as said the City may deem necessary to complete the work and charge the expense of such labor, machinery, equipment, tools, materials, and supplies to said the Contractor, and the expense so charged shall be deducted and paid by the City out of such monies as may be due or that may thereafter at any time become due to the Contractor and Surety.
- (ii.) The City may, after notice published as required by law, accept sealed bids and let this Agreement for the completion of the work under substantially the same terms and conditions that are provided in this Agreement. In case of any increase in cost to the City under the new agreement as compared to what would have been the cost under this Agreement, such increase shall be charged to the Contractor and the surety shall be and remain bound therefore. However, should the cost to complete such new agreement prove to be less than that which would have been the cost to complete the work under this Agreement, the Contractor shall be credited therewith after all deductions are made in accordance with this Agreement.
- (iii.) In addition to, or in lieu of, either of the foregoing options the City may take any other action permitted by law, or pursue any and all remedies available at law or in equity against the Contractor and/or the Surety.

(b) Release. In the event the account shows that the cost to complete the work is less than that which would have been the cost to City had the work been completed by the Contractor under the terms of this Agreement, or when the Contractor shall pay the balance shown to be due by them to the City, then all machinery, equipment, tools, materials, or supplies left on the site of the work shall be turned over to the Contractor.

(c) Reservation of Rights Under Bonds. If a performance and a payment bond has been provided for this Agreement, such bonds shall be and remain in full force and effect as provided by law and the City may act to enforce or require performance by the Surety. If the Contractor abandons the work, is terminated for cause, or fails to comply with the warranty during the warranty period, and the Surety does not agree to promptly proceed to complete the work, no term, provision or condition of this Agreement, no action by the City to protect the work, or the City's investment in the work, or to complete the work, or to obtain any remedy against the Contractor, shall be or constitute a waiver of any right or cause of action under the bonds.

**Section 28. Compliance With Law.** (a) Materials. The Contractor's work and materials shall comply with all state and federal laws, municipal ordinances, regulations, and directions of inspectors appointed by proper authorities having jurisdiction.

(b) Codes, Rules and Regulations. The Contractor shall perform and require all subcontractors to perform the work in accordance with applicable laws, codes, ordinances, and

regulations of the State of Texas and the United States and in compliance with OSHA and other laws as they apply to its employees. In the event any of the conditions of the specifications violate the code for any industry, then such code conditions shall prevail. It is understood that the Architect of record is responsible for Building Code compliance of the plans and specifications. The Contractor will review the plans and specifications and will point out issues that it becomes aware of for the Architect and Owner's action.

(c) Erosion Control. The Contractor shall follow all applicable state and federal laws, municipal ordinances, and guidelines concerning soil erosion and sediment control throughout the Work and warranty term.

**Section 29. Safety Precautions.** (a) Contractor Responsibility. Safety precautions at the site are a part of the construction techniques and processes for which the Contractor shall be solely responsible. The Contractor is solely responsible for handling and use of hazardous materials or waste, and informing employees of any such hazardous materials or waste. The Contractor shall provide copies of all hazardous materials and waste data sheets to the Leander Fire Department. The Contractor shall, at minimum, comply with all laws, rules and regulations, and recognized and accepted industry practices, applicable to safety precautions, notices and warnings.

(b) Notices and Warnings. The Contractor has the sole obligation to protect or warn any individual of potential hazards created by the performance of the work set forth herein. The Contractor shall, at its own expense, take such precautionary measures for the protection of persons, property, and the work as may be necessary.

(c) Damages. The Contractor shall be held responsible for all damages to property, personal injuries and/or death due to failure of safety devices of any type or nature that may be required to protect or warn any individual of potential hazards created by the performance of the work set forth herein; and when any property damage is incurred, the damaged portion shall immediately be replaced or compensated for by the Contractor at its own cost and expense. It is specifically provided however that nothing in this Section shall be construed or interpreted as waiving any legal defense available to the Contractor, or creating any additional causes of action or additional rights on behalf of any third party.

**Section 30. Limited Liability.** Save and except to the extent of funds on deposit and available in the Work Account, the City shall not be liable for the amounts payable hereunder or under other contracts entered into to achieve the acquisition and construction of the Work. The City's responsibility shall be limited to approving the Plans and Specifications, providing general oversight for the Work by communication with the Contractor, and acting in a timely manner to consent to and approve Payment Requisition Certificates as appropriate and justified for the release of funds from the Work Account.

**Section 31. Indemnity.** (a) General. Contractor shall indemnify the City for its liability, including that arising from the City's concurrent negligence. To the fullest extent permitted by law, the Contractor agrees to and shall indemnify, hold harmless, and defend the City, its officers, agents,

and employees from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, except liability excluded by Section 31(c) of this Agreement, including all expenses of litigation, court costs, and attorney's fees for injury to or death of any person, for damage to any property, or for any breach of contract, arising out of or in connection with the work done by the Contractor under this Contract, provided that any such claim, loss, damage, cause of action, suit, or liability is caused in whole or in part by an act or omission of the Contractor, any subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish work on the Work. This indemnity shall apply regardless of whether such injuries, death, damages, or breach are caused in part by the negligence or omission of the City, any other party indemnified hereunder, the Contractor, or a third party.

(b) Specific Instances. The indemnifications contained in Section 31 shall include but not be limited to the following specific instances:

- (i) In the event the City is damaged due to the act, omission, mistake, fault, or default of the Contractor, then the Contractor shall indemnify and hold harmless and defend the City for such damage.
- (ii) The Contractor shall indemnify and hold harmless and defend the City from any claims for payment for goods or services brought by any material suppliers, mechanics, laborers, or other subcontractors.
- (iii) The Contractor shall indemnify and hold harmless and defend the City from any and all injuries to or claims of adjacent property owners caused by the Contractor, its agents, employees, and representatives.
- (iv) The Contractor shall also be responsible for the removal of all related debris.
- (v) The Contractor shall also be responsible for subcontractors hired by it.
- (vi) The Contractor shall indemnify, hold harmless, and defend the City from any liability caused by the Contractor's failure to comply with applicable federal, state, or local regulations, that touch upon or concern the maintenance of a safe and protected working environment and the safe use and operation of machinery and equipment in that working environment, no matter where fault or responsibility lies.

(c) Limitation of Indemnity to Architect. The obligations of the Contractor under this Section 31 shall NOT require the Contractor to indemnify or hold harmless a registered architect, licensed engineer or an agent, servant, or employee of a registered architect or licensed engineer from liability for damage that: (i) is caused by or results from: (A) defects in plans, designs, or specifications prepared, approved, or used by the architect or engineer; or (B) negligence of the architect or engineer in the rendition or conduct of professional duties called for or arising out of this Agreement and the plans, designs, or specifications that are a part of this Contract; or (ii) that arises or results from, or is caused by, actions or a failure to act by any person other than the Contractor or the employees, agents, officers, subcontractors, or materials suppliers of the Contractor.

**Section 32. Release.** The Contractor assumes full responsibility for the work to be performed hereunder, and hereby releases, relinquishes, and discharges the City, its officers, agents, attorneys, and employees from all claims, demands, and causes of action of every kind and character,

including the cost of defense thereof, for any injury to or death of any person (whether employees of either party or other third parties) and any loss of or damage to any property (whether property of either of the parties hereto, their employees, or of third parties) that is caused by or alleged to be caused by, arising out of, or in connection with the Contractor's work to be performed hereunder. This release shall apply regardless of whether said claims, demands, and causes of action are covered in whole or in part by insurance, and in the event of injury, death, property damage, or loss suffered by the Contractor, any subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish work on the Work, this release shall apply regardless of whether such injury, death, loss, or damage was caused in whole or in part by the negligence of the City.

**Section 33. Abandonment.** (a) Notice to Surety. In case the Contractor should abandon or fail or refuse to resume work after written notification or if the Contractor fails to comply with the orders of City's Representative when such orders are consistent with this Agreement, and the City Representative declares the work to be abandoned, then the surety on the bond shall be notified in writing and directed to complete the work, and a copy of said notice shall be delivered to the Contractor.

(b) Notice of Abandonment. After receiving notice of abandonment, the Contractor shall not remove from the work any machinery, equipment, tools, materials, or supplies then on the job; but the same may be held for use on the work by the City or the surety of the Contractor, or any other Contractor, in completion of the work. The Contractor shall not receive any rental or credit therefor (except when used in connection with extra work where credit shall be allowed as provided in this Agreement). If the use of such equipment and materials will ultimately reduce the cost to complete the work, that reduction shall be reflected in the final settlement.

(c) Deemed Abandonment. The Work may, in the sole discretion of the City, be deemed abandoned, if, after commencement of the Work, the Contractor fails to have workmen on the site for ten (10) consecutive days. Any days that the City Representative determines should not be a work day solely because of weather conditions shall not be counted as days. The work shall not be deemed to be abandoned until the first to occur of the following: written notice of abandonment is given by the Contractor to the City; the City gives the Contractor written notice that the Contractor has, pursuant to the terms of this Agreement, abandoned the work; or, if applicable, the City receives written notice that the Contractor has filed for bankruptcy.

**Section 34. Breach of Contract & Damages.** (a) Breach. The City shall have the right to declare the Contractor in breach of this Agreement for cause when the City determines that this Agreement is not being performed according to its understanding of the intent and meaning of this Agreement. Such breach shall not in any way invalidate, abrogate, or terminate the Contractor's obligations under this Agreement.

(b) Cure and Remedy. Without prejudice to any other legal or equitable right or remedy that the City would otherwise possess hereunder or as a matter of law, the City upon giving the Contractor five (5) calendar days prior written notice shall be entitled to damages for breach of

contract, upon but not limited to the following occurrences:

- (i.) If the Contractor shall fail to remedy any default, or if such default cannot be promptly cured to commence curing such default and pursue such cure in a prompt and timely manner, after written notice thereof from City's Representative, as City's Representative shall direct; or
- (ii.) If the Contractor shall fail to comply with the terms and provisions of this Agreement for any reason, other than the failure by City's Representative to make payments called upon when due; or
- (iii.) If the Contractor commits a substantial default under any of the terms, provisions, conditions, or covenants contained in this Agreement.

**Section 35. Termination for Cause.** Without prejudice to any other legal or equitable right or remedy that the City would otherwise possess hereunder or as a matter of law, the City upon giving the Contractor five (5) calendar days prior written notice shall be entitled to terminate this Agreement in its entirety at any time for any of the following:

(a) Insolvency. If the Contractor becomes insolvent, commits any act of bankruptcy, makes a general assignment for the benefit of creditors, or becomes the subject of any proceeding commenced under any statute or law for the relief of debtors; or

(b) Receivership. If a receiver, trustee, or liquidator of any of the property or income of the Contractor shall be appointed; or

(c) Failure to Prosecute Work. If the Contractor shall fail to prosecute the work or any part thereof with diligence necessary to insure its progress and completion as prescribed by the time schedules; or

(d) Failure to Cure. If the Contractor shall fail to remedy any default within ten (10) calendar days after written notice thereof from City's Representative, or if such default cannot be remedied within that time the Contractor fails to commence cure and to pursue and obtain cure in a prompt and timely fashion, as City's Representative shall direct; or

(e) Continuing Failure to Comply. If the Contractor shall after notice fail to comply with the requirements of this Agreement on a continuing or repeated basis for any reason, other than the failure by City's Representative to make payments called upon when due; or

(f) Substantial Default. If the Contractor commits a substantial default under any of the terms, provisions, conditions, or covenants contained in this Agreement.

**Section 36. Termination for Convenience.** (a) Notice of Termination. The performance of the Preconstruction Services Phase or the Construction Phase may be terminated at any time or, from time to time, in whole or in part, by the City for its convenience. Any such termination shall be effected by delivery to the Contractor of a written notice (notice of termination) specifying the

extent to which performance of the Preconstruction Services and/or the Construction Phase are terminated, and the date upon which termination becomes effective.

(b) Payment of Incurred Costs. In the event of termination for convenience, the Contractor shall only be paid its reimbursable costs incurred prior to the effective date of the termination notice and shall not be entitled to receive any further payments not previously earned by the Contractor hereunder except as provided in Section 36 (c) below, and shall be further subject to any claim the City may have against the Contractor under other provisions of this Agreement or as a matter of law, including the refund of any overpayment of reimbursable costs and/or fee paid.

(c) Overhead and Profit. It is recognized that a portion of the Contractor's overhead, set-up, mobilization and profits will be recovered in each progress payment. In the event of termination for convenience and a resolution of the amount, if any, due the Contractor under 36 (b) above to cover the actual expenses and remaining actual liability (excluding costs referred to in Section 36 (d) below) incurred by the Contractor under this Agreement, the Contractor shall be paid an amount to cover overhead, lost profits, set-up and move in costs, equal to three percent (3%) of the total agreed value of the work remaining to be completed upon issuance of the notice of termination; provided that the Work is at least fifty percent (50%) complete. The Contractor shall execute and deliver to the City a full and complete release upon payment of such amount.

(d) Subcontractors and Materials Suppliers. The Contractor shall contract with its subcontractors and materials suppliers in a manner to give effect to this Section 36 and the right of the City to terminate for convenience without any liability to such subcontractors or materials suppliers.

**Section 37. Right to Complete.** If this Agreement is terminated for cause or due to breach of contract, the City shall have the right but shall not be obligated to complete the Work itself or by others; and to this end, the City shall be entitled to take possession of and use such equipment and materials as may be on the job site, and to exercise all rights, options, and privileges of the Contractor under its subcontracts, purchase orders, or otherwise; and the Contractor shall promptly assign such rights, options, and privileges to City. If the City elects to complete the work itself or by others, pursuant to the foregoing, then the Contractor will reimburse City's Representative for all costs incurred by the City (including, without limitation, applicable, general, and administrative expenses, and field overhead, and the cost of necessary equipment, materials, and field labor) in correcting work by the Contractor that fails to meet any requirement of this Agreement or the other Contract Documents.

**Section 38. Close Out After For Cause Termination.** In the event of termination for cause, the Contractor shall only be paid its reimbursable costs incurred prior to the effective date of the termination notice, less costs and damages to the City, and shall not be entitled to receive any further payments hereunder, and shall be further subject to any claim the City may have against the Contractor under other provisions of this Agreement or as a matter of law, including the refund of any overpayment of reimbursable costs and/or fees paid. Costs incurred after the effective date of the notice of termination shall not be treated as reimbursable costs unless they relate to carrying out

the untermiated portion or taking closeout measures.

**Section 39. Other Terms.** (a) Assignment. This Agreement and the rights and obligations contained herein may not be assigned by the Contractor without the prior written approval of the City.

(b) Invalidity. If any provision of this Agreement shall be held to be invalid, illegal, or unenforceable by a court or other tribunal of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. The parties shall use their best efforts to replace the respective provision or provisions of this Agreement with legal terms and conditions approximating the original intent of the parties.

(c) Appropriations. Notwithstanding any provision contained herein, the financial obligations of the City contained herein shall be paid from current funds budgeted and appropriated for such purpose. In no event shall this instrument be construed to be a debt of the City.

(d) Notices. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given when sent by first-class mail, postage prepaid, addressed to:

**Contractor**  
American Constructors, Inc.  
4330 Gaines Ranch Loop, Suite 230  
Austin, TX 78735  
512-328-2026  
ATTN: Marty Burger, Vice President

**City of Leander, Texas**  
Attention: City Manager  
P.O. Box 319  
Leander, TX 78646-0319

(e) No Joint Venture, Agency, Joint Enterprise. This Agreement shall not be construed to establish a partnership, joint venture, agency, or joint enterprise, express or implied, nor any employer-employee or borrowed servant relationship by and among the Parties hereto. Nor shall this Agreement be construed to create or grant rights, contractual or otherwise, to any other person or entity not a party to this contract. Each party shall remain solely responsible for the proper direction of its employees and an employee of one shall not be deemed an employee or borrowed servant of the other for any reason.

(f) No Third Party Beneficiaries. Nothing herein shall ever be construed to confer upon any third person any rights, benefits or remedies, contractual or otherwise, as a third party

beneficiary by reason of this Agreement.

(g) Governmental Immunity. Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to either the City or its officers and employees. Neither the City, nor its officers and employees waive, modify or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas.

(h) Equal Employment Opportunity. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

(i) Entire Agreement. It is understood that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements, or understandings between the parties relating to the subject matter. No oral understandings, statements, promises, or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally. No verbal agreement or conversation with any officer, agent or employee of the City, either before or after the execution of this Agreement, shall affect or modify any of the terms or obligations hereunder.

(j) Amendment. No amendment to this Agreement shall be effective and binding unless and until it is reduced to writing and signed by duly authorized representatives of both parties.

(k) Arbitration. In the event of a dispute and upon the mutual written consent of both parties, the parties may agree to arbitration without waiving any of their other rights hereunder.

(l) Governing Law and Venue. This Agreement shall be governed by the laws of the State of Texas, and shall be deemed payable and performable in Williamson County, Texas. Venue shall lie in a court of competent jurisdiction in Williamson County, Texas.

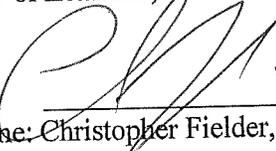
(m) Waiver. Failure of any party, at any time, to enforce a provision of this Agreement shall in no way constitute a waiver of that provision nor in any way affect the validity of this Agreement, any part hereof, or the right of the City thereafter to enforce each and every provision hereof. No term of this Agreement shall be deemed waived or breach excused unless the waiver shall be in writing and signed by the party claimed to have waived. Furthermore, any consent to or waiver of a breach will not constitute consent to or waiver of or excuse of any other different or subsequent breach.

(n) Severability. If any term or provision of any this Agreement shall be determined to be illegal or unenforceable all other terms and provisions of this Agreement shall nevertheless

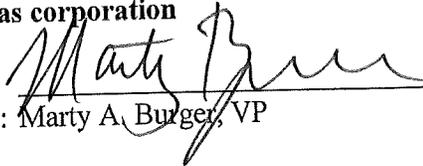
remain effective and shall be enforced to the fullest extent permitted by applicable law. This Agreement may be separately executed in any number of counterparts and by different parties hereto in separate counterparts, each of which when so executed shall be deemed to constitute one and the same Agreement.

Executed on this the 1st day of August 2015, and in full force and effect as of the date above first written.

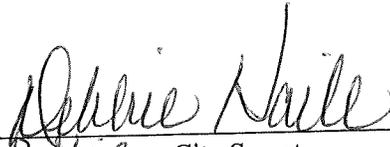
**City of Leander, Texas**

By:   
Name: Christopher Fielder, Mayor

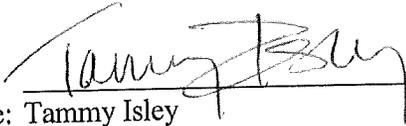
**American Constructors, Inc.**  
a Texas corporation

By:   
Name: Marty A. Burger, VP

**Attest:**

By:   
Name: Debbie, City Secretary  
[Seal] Haile

**Attest:**

By:   
Name: Tammy Isley  
Title: Executive Assistant

**EXHIBIT "A"**  
**ADDENDUM TO**  
**CONSTRUCTION MANAGER AT RISK AGREEMENT**  
**FOR FIRE STATION #4**  
**CITY OF LEANDER, TEXAS**

This Addendum to the Construction Manager at Risk Agreement for Fire Station #4 (the "Addendum") is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 20\_\_\_ (the "Effective Date") by and between the **CITY OF LEANDER, TEXAS**, a Texas home rule municipal corporation (the "City"), and \_\_\_\_\_, a Texas corporation (the "Contractor"). The City and the Contractor are sometimes referred to herein as the "Parties."

**Recitals**

**Whereas**, on or about \_\_\_\_\_, 20\_\_\_, the City and Contractor executed the Construction Manager at Risk Agreement for Fire Station #4 (the "Agreement");

**Whereas**, pursuant to the Agreement, Contractor has submitted to the City a Guaranteed Maximum Price proposal (the "GMP Proposal");

**Whereas**, the City wishes to accept the GMP Proposal;

**NOW, THEREFORE**, in consideration of the mutual promises contained herein along with other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, the parties hereto agree as follows:

**Section 1. Guaranteed Maximum Price.** Contractor hereby agrees to commence and complete the following Work: **Fire Station #4**, as more particularly defined by and in compliance with the Agreement, the Plans and Specifications, and the Contract Documents. The City agrees to pay Contractor for the satisfactory performance of the Work an amount not to exceed \_\_\_\_\_ (*amount expressed in numerals*), \_\_\_\_\_ (*amount expressed in words*), the **Guaranteed Maximum Price**, the total amount of Work Costs, unless the Government Body first appropriates additional funds required for the change order, authorizes the change order, and the change order is executed in the form approved by the Governing Body.

**Section 2. Time for Completion.** Contractor hereby agrees to commence Work within ten (10) calendar days following the date contained in the Notice to Proceed issued by the City, and Contractor hereby agrees to substantially complete same within \_\_\_\_\_ calendar days after the date contained in the Notice to Proceed. Final Completion shall be within forty-five (45) days of Substantial Completion.

**Section 3. Payment and Performance Bonds.** (a) The Contractor shall provide or cause to be provided a Performance Bond and a Payment Bond, pursuant to CHAPTER 2253, TEX. GOV'T CODE,

each in the amount of the Guaranteed Maximum Price (the "P&P Bonds") within ten calendar days following the City's acceptance of the GMP Proposal. The P&P Bonds shall name the City as beneficiary and be issued by a surety or sureties licensed to do business in the State of Texas and acceptable to the City, and shall otherwise comply with applicable terms of the Agreement. The P&P Bonds shall be submitted to the City prior to commencement of the Work.

(b) Each bond shall be executed by a corporate surety or sureties authorized to do business in the State of Texas and acceptable to the City, and on the City's form. If any bond is for more than 10 percent of the surety's capital and surplus, the Owner may require certification that the company has reinsured the excess portion with one or more reinsurers authorized, accredited, or trusted to do business in the State. A reinsurer may not reinsure for more than 10 percent of its capital and surplus. If a surety upon a bond loses its authority to do business in the State, the Contractor shall within thirty (30) days after such loss furnish a replacement bond at no added cost to the Owner.

(c) Each bond shall be accompanied by a valid Power-of-Attorney (issued by the surety company and attached, signed and sealed with the corporate embossed seal, to the bond) authorizing the attorney in fact who signs the bond to commit the company to the terms of the bond, and stating any limit in the amount for which the attorney can issue a single bond.

(d) Each bond with a penal sum in excess of \$100,000 shall be executed by a corporate surety or sureties listed on the then-current version of U.S. Treasury Department circular 570 and which hold a certificate of authority from the U.S. Secretary of the Treasury as a surety, or obtain reinsurance from a reinsurer authorized as a reinsurer in Texas and which is listed on the then-current U.S. Treasury Department circular 570 and holds a certificate of authority from the U.S. Secretary of the Treasury as a surety or reinsurer.

**Section 4. Contract Documents.** [This Section is reserved to identify additional documents that will be included in the definition of Contract Documents and their priority.]

**Section 5. General Provisions.** (a) Definition. The definitions set forth in the Agreement shall apply herein.

(b) Amendment of Agreement and Addendum. The Agreement and Addendum may be amended at any time by mutual written consent of the City and the Contractor. This Addendum shall expire and terminate as provided in the Agreement. The terms of this Addendum are in addition to and not in lieu of any term of the Agreement.

(c) Effective Date. This Addendum shall be effective upon the complete execution hereof by all Parties.

(d) Texas Law Governs. This Addendum and the Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Williamson County, Texas. Venue shall lie exclusively in Williamson County, Texas.

IN WITNESS WHEREOF, both parties have caused this Addendum to be signed in their respective corporate names by duly authorized representatives, and the parties hereby bind themselves, their successors and assigns for the faithful and full performance of the terms and provisions hereof.

EXECUTED on the latest date of the signatories indicated below.

**City of Leander, Texas**

\_\_\_\_\_, **Contractor**

By: \_\_\_\_\_  
\_\_\_\_\_, Mayor

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
\_\_\_\_\_, City Secretary

EXHIBIT "B"  
 PREVAILING WAGE RATES  
 FIRE STATION #4  
 CITY OF LEANDER

Occ Code	Occupation	Entry Wages \$/HR
472011	Boilermakers	\$19.36
472021	Brickmasons and Blockmasons	\$16.78
472031	Carpenters	\$13.59
472041	Carpet Installers	\$9.99
472044	Tile and Marble Setters	\$9.42
472051	Cement Masons and Concrete Finishers	\$11.31
472061	Construction Laborers	\$9.86
472071	Paving, Surfacing, & Tamping Equipment Operators	\$11.10
472073	Operating Engineers and Other Construction Equipment	\$12.69
472081	Drywall and Ceiling Tile Installers	\$12.11
472111	Electricians	\$16.60
472121	Glaziers	\$14.60
472131	Insulation Workers, Floor, Ceiling, and Wall	\$12.57
472132	Insulation Workers, Mechanical	\$14.17
472141	Painters, Construction and Maintenance	\$9.70
472151	Pipelayers	\$12.26
472152	Plumbers, Pipefitters, and Steamfitters	\$14.93
472171	Reinforcing Iron and Rebar Workers	\$12.58
472181	Roofers	\$11.16
472211	Sheet Metal Workers	\$13.52
472221	Structural Iron and Steel Workers	\$15.24
473012	Helpers--Carpenters	\$10.81
473013	Helpers--Electricians	\$9.96
473014	Helpers--Painters, Paperhangers, Plasterers, and Stucco Masons	\$10.07
473015	Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters	\$9.73
473019	Helpers, Construction Trades, All Other	\$9.65
474021	Elevator Installers and Repairers	\$21.12
474041	Hazardous Materials Removal Workers	\$13.78
474099	Construction and Related Workers, All Other	\$12.69
492098	Security and Fire Alarm Systems Installers	\$15.27
499021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	\$14.24

**EXHIBIT "C"**  
**PROGRESS PAYMENT REQUISITION CERTIFICATE**  
**FOR THE CONSTRUCTION PHASE – FIRE STATION #4**

**TO:**           **City of Leander, Texas**  
                  % \_\_\_\_\_, City Representative ("Owner")

**FROM:**       \_\_\_\_\_ ("Contractor")

**SUBJECT:** Construction Manager at Risk Agreement for Fire Station #4 dated as of the \_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, between \_\_\_\_\_, a Texas corporation (the "Contractor") and the City of Leander, Texas, a Texas home rule city (the "Agreement"), for the construction management for Fire Station #4 as described in the Agreement (the "Work").

Capitalized words not defined herein shall have the meaning given in the Agreement.

This represents Requisition Certificate No. \_\_\_ in the total amount of \$ \_\_\_\_\_ for payment of those Costs of the Work detailed in the attached documentation and payment instructions. *The documentation attached shows as completely as practicable the total value of the actual work performed by the Contractor and accepted by the City up to and including the last day of the preceding month. The documentation also includes the value of all equipment and materials not previously submitted for payment which have been delivered to the site or stored off-site pursuant to the Agreement, but have not yet been incorporated into the work. The Contractor's architect/engineer, by its signature below, represents that the documentation accurately shows the percentage of the Work completed.*

(Attach AIA Document G703 Continuation Sheet for Schedule of Values)

The undersigned Contractor certifies that:

1. All of the costs and expenditures for which moneys are requested hereby represent proper Costs of the Work, have not been included in a previous Progress Payment Requisition Certificate and such Costs of the Work are properly owing and payable based on the percentage of the Work completed.
2. The moneys requested hereby are not greater than those necessary to meet obligations due and payable for fees, funds or expenses actually expended for Costs of the Work, and are properly payable as a progress payment based on the percentage of the Work completed. The moneys requested do not include moneys that are not due and payable based on the progress and percentage of completion of the Work.
3. After payment of moneys hereby requested, there will remain available a sufficient amount of the Guaranteed Maximum Price and Work Costs, as defined in the Agreement, to complete the construction of the Work.
4. All work for which Payment Requisition Certificates have been previously issued and payment

**EXHIBIT "C"**  
**PROGRESS PAYMENT REQUISITION CERTIFICATE**  
**FOR THE CONSTRUCTION PHASE**

received is free and clear of any liens, claims, security interests or encumbrances of any kind, and all sums received pursuant to this application will be applied so as to assure that no liens, security interest or encumbrances attach to the work to which this application applies.

5. All subcontractors, labor, equipment and materials suppliers for the Work have been paid.

The undersigned Contractor and its representatives represent and agree that the above statements are, to the best of their knowledge are true and correct.

**EXECUTED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

[Contractor]

By: \_\_\_\_\_

Name:

Title:

Reviewed and recommended for payment pursuant to the terms of the Agreement:

By: \_\_\_\_\_

Name:

Title: Architect

Approved for payment this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**City of Leander**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: City Representative

**EXHIBIT "D"**

**Final Affidavit of Bills Paid**

**TO:** City of Leander, Texas  
% \_\_\_\_\_, City Representative ("Owner")

**FROM:** \_\_\_\_\_ ("Contractor")

**SUBJECT:** \_\_\_\_\_ (*insert name of project/work*)

Capitalized words not defined herein shall have the meaning given in the Agreement.

The undersigned Contractor certifies that:

1. The Project/Work is Finally Complete in accordance with the Agreement and I request that the City accept the Project/Work as Finally Complete.
2. All bills for labor, materials, and incidentals submitted by subcontractors, materialmen or third parties and included in any prior application for payment have been paid in full.
3. The Project/Work is free and clear of any liens, claims, security interests or encumbrances of any kind.
4. Any claims from manufacturers, materialmen, and subcontractors have been released, and there are no claims pending related to the Project/Work of which the Contractor has been notified.

**EXECUTED** this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

[Contractor]

By: \_\_\_\_\_  
Name:  
Title:

**THE STATE OF TEXAS** §

**COUNTY OF** \_\_\_\_\_ §

**BEFORE ME**, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, Contractor herein, known to me to be the

person whose name is subscribed to the foregoing instrument, and acknowledged that [s]he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE** on this the \_\_\_\_\_ day of 200\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public-State of Texas

**EXHIBIT "E"**  
**CERTIFICATES OF INSURANCE**

**EXHIBIT F**  
**Description of the Land**



## City of Leander - Fire Station #4

## GMP

DESCRIPTION	TOTAL
02 DEMOLITION	2,120
03 CONCRETE	143,880
04 MASONRY	215,794
05 STRUCTURAL STEEL MATERIAL	71,800
06 WOOD FRAMING	265,366
06 CASEWORK	62,722
07 WATERPROOFING/SEALANTS	50,434
07 STUCCO	30,203
07 ROOFING/WALL PANELS	96,250
08 DOORS, FRAMES, HARDWARE	51,249
08 DOOR & HARDWARE INSTALL	3,712
08 ENGINE BAY DOORS	34,804
08 STOREFRONT/CURTAINWALLS/GLAZING	73,529
09 DRYWALL	114,090
09 POLISHED CONCRETE	22,852
09 FLOORING	29,428
09 TILE	16,990
09 PAINTING	58,800

DESCRIPTION	TOTAL
10 SIGNAGE	33,063
10 MISC. SPECIALTIES	11,064
10 LOCKERS - BUNKER GEAR	8,395
10 FLAGPOLES	2,930
11 EQUIPMENT	9,381
12 WINDOW COVERINGS	1,900
21 FIRE SUPPRESSION	38,043
22 PLUMBING	145,293
23 HEATING, VENTILATING & AIR CONDITIONING	110,350
26 ELECTRICAL	425,878
28 DATA CABLING	15,204
28 ALERTING SYSTEM	88,074
28 FIRE ALARM	14,445
31 SITE GRADING	193,998
31 EROSION CONTROLS	7,083
32 STRIPING & SIGNAGE	3,625
32 FENCING	2,500
32 SITE CONCRETE	306,014
32 LANDSCAPING/IRRIGATION	197,450
33 UTILITIES	432,164

DESCRIPTION	TOTAL	
<b>GENERAL REQUIREMENTS</b>		
Proposed General Conditions		239,000
10 months @ 23,900/mo	239,000	
<b>ALLOWANCES</b>		
Listed Allowances		137,000
Atmos Gas Line	35,000	
Dumpster and Generator Enclosures	10,000	
PBA 1 Bore Under Crystal Falls	80,000	
Addendum 2 - Roof drain tie in	12,000	
	<b>Amount</b>	<b>Totals</b>
<b>Subtotal</b>		<b>3,766,877</b>
P & P Bond	48,000	
Subcontractor Bonding	34,377	
<b>Subtotal</b>	<b>82,377</b>	<b>3,849,254</b>
Fee LS Per Contract	63,800	
Fee 2.9% of Infrastructure Work	22,500	
<b>Subtotal</b>	<b>86,300</b>	<b>3,935,554</b>
Contingency	63,000	
	<b>GMP Total</b>	<b>3,998,554</b>

DESCRIPTION	TOTAL
-------------	-------

**Alternates Included in the GMP Total**

BA Fans	12,065
Delete Thin Stone Veneer	-9,168
150 Kw Building Generator Premium	38,490
Alternate Roofing Underlayment	-2,500

**Alternates Pending or Rejected**

Folding Doors	109,658
Stone Veneer to Brick	35,985
Median Street Work	75,600
Building Pad Clay Excavation	15,593
Galvalume Roofing and Fascia	-8,470

			\$/SF
10,015 sf	<b>Building</b>	2,732,950	273
	<b>Site</b>	350,204	35
	<b>Subtotal</b>	<u>3,083,154</u>	308
	<b>Infrastructure Work</b>	<u>915,400</u>	
	<b>Total</b>	3,998,554	

Leander Fire Station 4

GMP Clarifications

9/01/2016

**Qualifications & Inclusions:**

1. GMP is based off of plans provided by BRW Architects on 7/11/2016. Several dates are on different plan sheets.
2. GMP is based off the assumption that access will be granted through the Glad Tidings of Austin property located to the south of the Fire Station property.
3. 20% Fly as is included in all concrete mixes.
4. Gravel mowstrip is included per 2/C1.2. Note: this detail along with other landscaping adjacent to building conflicts with geotech recommendation in section 4.2.2.
5. Expansion joints in concrete paving are included only where the concrete abuts the building foundation and other structures.
6. Flush metal wall panels with concealed fasteners equal to Berridge FW-12 figured for backside of parapet (re details 11,12,13 /A1.3)
7. Due to extensive grade beams and slab restraints, exposed concrete areas will have extensive shrinkage cracking.
8. Black welded duct with fire wrap insulation included for vent hood in lieu of double wall stainless and ceramic insulation as shown.
9. Structural notes to remove 3' of onsite clay and replace with select fill underneath the building pad. Alternate pricing for onsite clay to be removed down to stratum (IIB) and replaced with select fill was not accepted.
10. General fill under paving is on site excavated stratum 1 (I) and 2A (IIA) material. No select fill or engineered base is included under paving.
11. Construction access outside the utility easement will be allowed for the installation of the sewer line.
12. Onsite top soil will be stripped, stockpiled, amended, and respreads to meet the landscaping requirements.
13. The overall grading of the site is assumed to be balanced. Haul off of spoils of utilities and grade beams is included.
14. 3'x2' MBC in lieu of 2'x1.5' MBC at detention pond outfall structure due to material availability. No other wiers or restraints are included.
15. Adequate water volume and pressure are available for the project without the use of a fire pump or water storage tanks.
16. Permanent MEP equipment and systems will be utilized for environmental control of the building spaces during construction. The appropriate temporary filters and protective measures will be provided.
17. Costs for guarantees and warranty.
18. Labor burden at a rate of 45%.
19. Subcontract Surety is a cost of work and will be charged at a fixed rate of 1.0% applied to the subcontract amounts.

20. All provisions of this Amendment take precedence over provisions of the original contract.
21. This GMP assumes that the contract documents have been prepared such that more than one manufacturer will be able to meet the design intent of the project. There are no provisions in the GMP for sole source and/or proprietary specifications and it is assumed that reasonable substitutions will be allowed.
22. This GMP is not a line item Guaranteed Maximum Price (GMP). Any breakdown of cost provided is for reference only and shall not be used as a basis for adjustment of the contract amount.
23. This GMP is based on the assumption that the contract documents meet all laws, ordinances, codes, rules, and regulations in effect. This GMP does not include any costs or scope of work required to comply that is not shown.
24. The GMP is based on a reasonable interpretation of the information provided in the contract documents. If there are conflicts, inconsistencies, or discrepancies in the contract documents, the preponderance of the information shall govern unless the item is specifically clarified.
25. Addendum #3 access control cat 6 cabling home-runs to Electrical Rm 107 included. Owner to install card readers, software, panels, equipment, & terminate cabling in the Electrical Rm.
26. Addendum #3 phone and data cabling installation to Electrical Rm 107, including receptacles/jacks, phone cable, Cat5e cable, connections, and pathways. Home-runs will be from plan locations to Electrical Rm 107. Terminating ends shall be 10 ft long, neatly bundled, & labeled. Electrical Rm racks, demark, switches, and terminations to be by owner.
27. Addendum #3 Entire Building Backup Generator has been included.
28. Alternate #01 High Volume Low Speed Fan is been included.
29. Alternate #04 Thin stone veneer has been deleted from Entry 101.
30. The GMP includes the following General Condition items that are to be billed at the monthly rate of \$23,900. All items not specifically listed below are considered to be Cost of Work:
  - o Supervision, insurance, bid/contract document printing, project printing/shop drawings, as-builts, job office, dumpsters for job office/building finish out, job office security alarm, temporary electricity to job office/bldg, job telephones, internet service/IT support, computers, advertising, job office water/coffee, water meter for job office/building, erosion control & maintenance around job office/immediate building, temporary toilets, temporary fire protection, final property survey, office supplies/equipment, general safety/first aid supplies, and Clerical/data processing.

**Exclusions:**

1. Cost of electrical utility (PEC) service to bring high voltage power to the building, including the electrical transformer, wire for primary, pole/guy wire relocation, additional electrical poles, service cost from utility provider, and any other similar fee or cost.
2. Cost for access easements for access through or work to be done on neighboring property.
3. All fees associated with plan review and permitting.
4. All utility company fees & costs for fiber and phone service to building.
5. Permit costs, capital recovery fees, impact fees, tap fees, meter fees, connection fees, deposit fees, and other similar fee required for gas service, sanitary sewer, water service, electrical service, or any other utility service.
6. Road work in the Median of Crystal Falls
7. All site fencing, including replacement fencing along either side of the access drive from Crystal Falls.
8. Sealing of saw cut control joints in paving.
9. All 3<sup>rd</sup> party commissioning and material testing and inspections (by owner).
10. Engineering of wood framed structures.
11. Temporary Fire Department vehicle access around the building structure prior to vertical construction.
12. Cost for maintenance bonds for ROW work
13. Maintenance for landscaping or revegetated areas past initial grow in period.
14. Imported topsoil for all easement work. Stripped/Stockpiled topsoil to be re-spread.
15. "QC" lighting fixtures along the access drive.
16. Specification Divisions 00 and 01.
17. Cost and impact of comments by permitting authorities not reflected in the plans.
18. Sampling, monitoring, and abatement of any existing hazardous materials.
19. Degradation of existing paved areas due to normal construction activities.
20. Completion of pond work prior to building construction.
21. AISC certification of the steel fabricator and Spec. Section 051200 Subsection 1.03 Design.
22. Any allowances described in the plans and specifications not identified in the inclusions.

<b>Fire Station 4 Infrastructure Breakout</b>			
9/2/2016			
DIV #	DESCRIPTION	QNTY	TOTAL
26	Electrical (Street Lighting, Primary conduit and pull box, data conduit)	1 ls	57,000
31	Earthwork-Drive to Crystal Falls	1 ls	28,800
31	Grading-Additional paving around building	1,110 cy	16,700
31	Erosion Control	1 ls	3,400
31	Layout/Staking	1 ls	800
32	Concrete Paving-Drive to Crystal Falls	25,000 sf	115,000
32	Concrete Paving-Paving around building and to east	14,000 sf	64,400
32	Barricade	1 ea	2,100
32	Revegetation (6" Topsoil / Fine Grading / Hydromulch/Temp Irr.)	105,000 sf	78,800
33	Utilities - WW Offsite tie In and Run to Crystal Falls	1 ls	210,600
33	Utilities - Water Line to Crystal Falls and Addendum 3 City Comments	1 ls	53,800
33	Utilities - Hydrant at Crystal Falls	1 ls	18,300
33	Utilities - Haul Off	1,500 cy	12,000
33	Utilities - Gas Line	1,000 lf	35,000
33	Utilities - PBA 1	1 ls	80,000
	supervision/administration/general requirements	3 mo	71,700
	Fee , Bonds,Etc.	1 ls	67,000
<b>TOTAL ESTIMATE</b>			<b>915,400</b>



**Executive Summary**  
**September 15, 2016**

**Council Agenda Subject:** Water Use and Supply Update

**Background:** The table below shows previous and current combined storage levels for Lakes Travis and Buchanan:

<b>Month/Year</b>	<b>Combined Storage (Ac-Ft)</b>	<b>% Full</b>
August 2015	1,511,298	75%
July 2016	1,926,238	96%
August 2016	1,964,085	97%

The attached graphs and table show historical and projected combined storage levels and recent City of Leander water use in August 2016 compared to August 2015.

**Origination:** Patrick A. Womack, P.E. Public Works Director

**Financial Consideration:** None

**Recommendation:** None

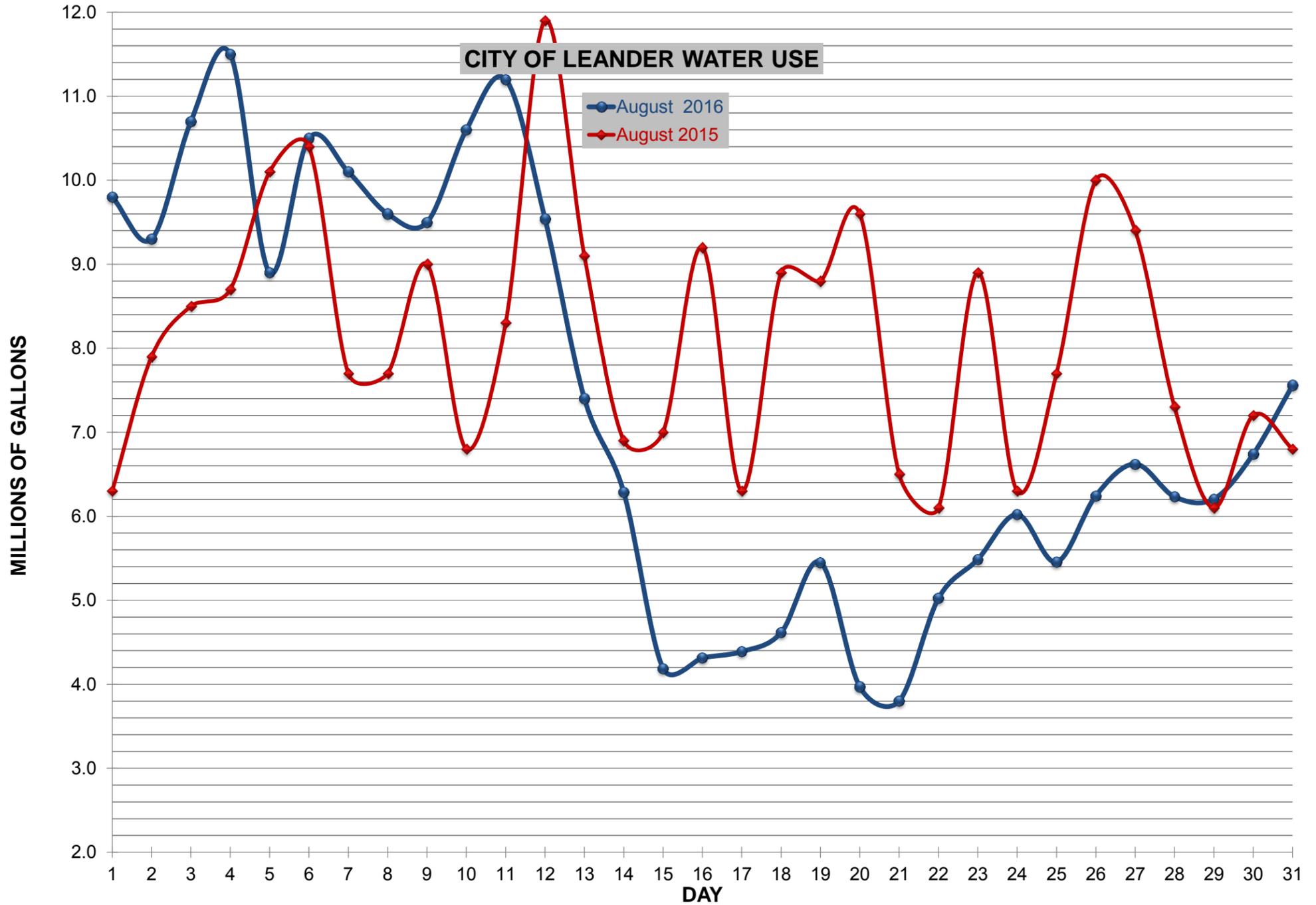
**Attachments:** LCRA Graph Historical Combined Storage  
LCRA Graph Total Combined Storage Projections  
City of Leander Water Use Table & Graph

**Prepared by:** Patrick A. Womack, P.E. Public Works Director

**City of Leander Water Use (MG)**

Day	July 2016	August 2016	August 2015
1	7.68	9.80	6.30
2	7.59	9.30	7.90
3	8.30	10.70	8.50
4	8.68	11.50	8.70
5	8.21	8.90	10.10
6	9.71	10.50	10.40
7	9.71	10.10	7.70
8	10.21	9.60	7.70
9	6.81	9.50	9.00
10	10.30	10.60	6.80
11	8.60	11.20	8.30
12	9.00	9.54	11.90
13	10.00	7.40	9.10
14	9.70	6.29	6.90
15	8.60	4.19	7.00
16	8.60	4.31	9.20
17	9.80	4.39	6.30
18	9.70	4.62	8.90
19	10.00	5.45	8.80
20	10.80	3.97	9.60
21	10.20	3.80	6.50
22	9.80	5.02	6.10
23	9.30	5.49	8.90
24	10.30	6.02	6.30
25	9.60	5.46	7.70
26	8.60	6.25	10.00
27	9.30	6.62	9.40
28	10.00	6.23	7.30
29	9.10	6.21	6.10
30	8.90	6.74	7.20
31	11.30	7.56	6.80

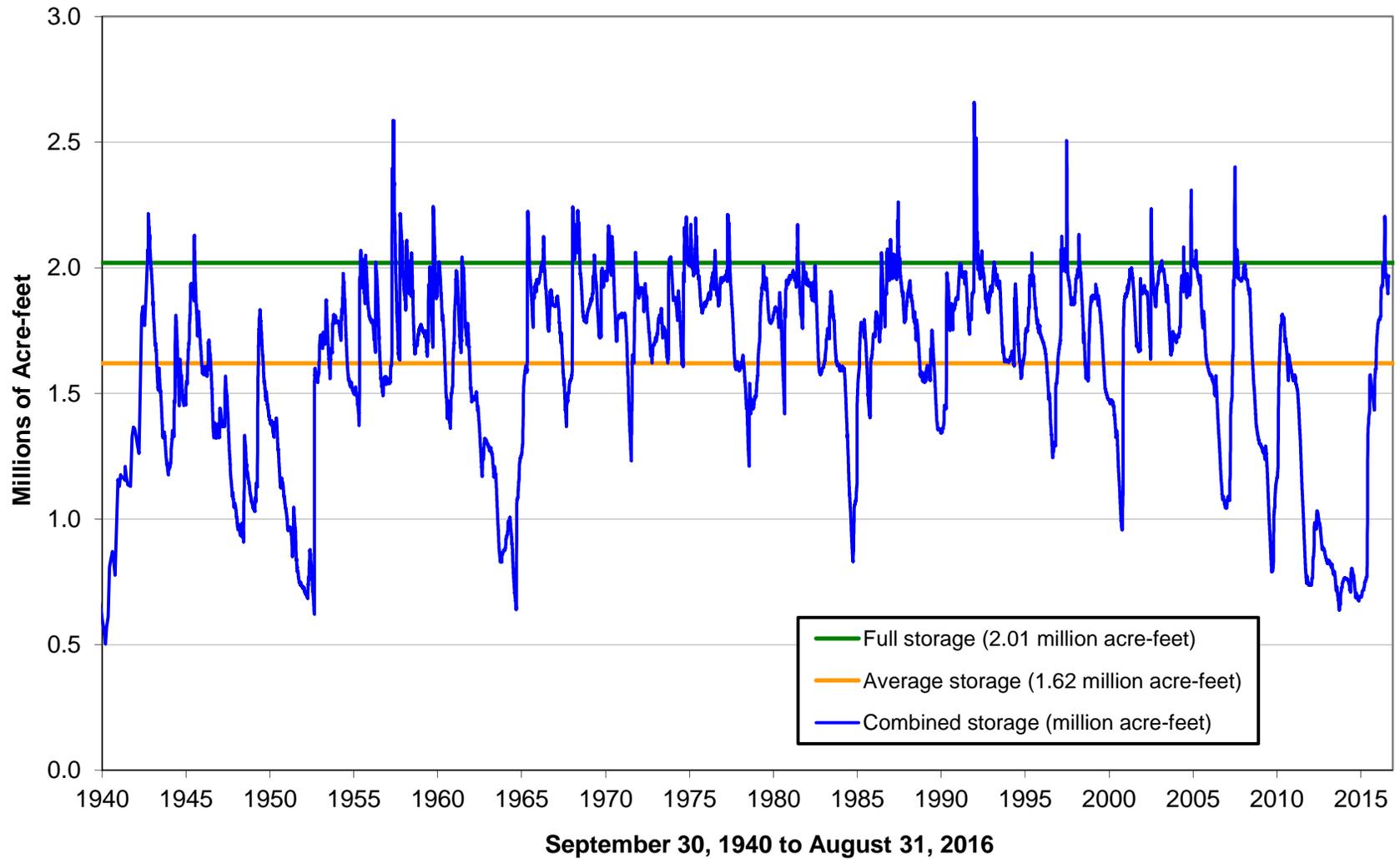
(MG)	July 2016	August 2016	August 2015
Total	288.40	227.25	251.40
Average	9.24	7.33	8.11
Peak Day	11.30	11.50	11.90
Min. Day	6.81	3.80	6.10
Total Connections:	14,227	14,311	12,849
SF Residential Connections:	13,428	13,530	12,154



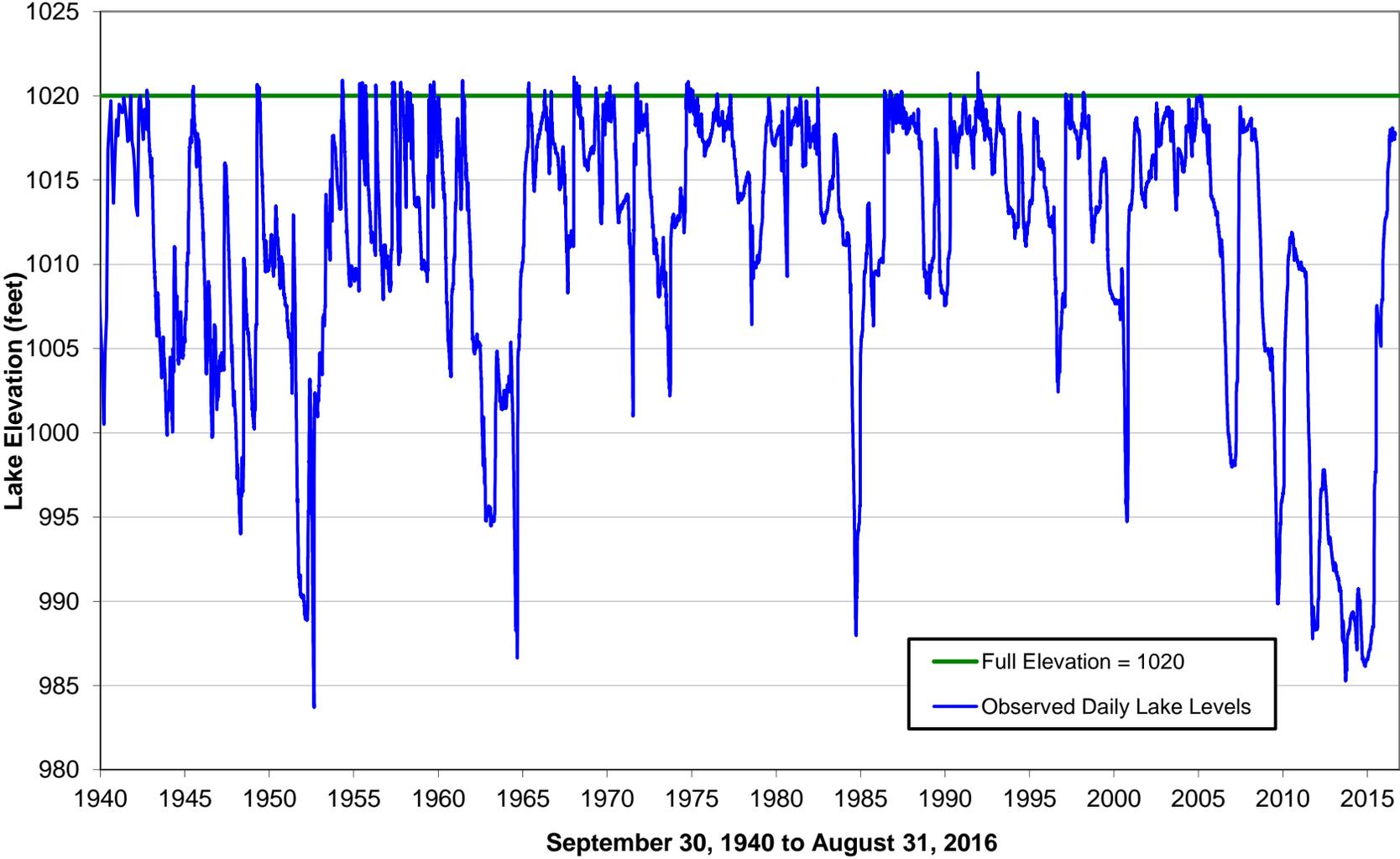
Historical Water Use									
Year	2008	2009	2010	2011	2012	2013	2014	2015	2016
Month/Day	8/8	8/3	8/7	8/13	8/9	5/7	9/10	8/12	8/4
Peak Day (MG)	9.18	7.79	6.75	7.44	8.38	8.86	9.10	11.90	11.50
Avg Day (MG)	3.72	3.21	3.18	4.21	3.78	3.85	4.14	4.71	5.51
Annual (MG)	1,359	1,171	1,160	1,535	1,380	1,404	1,512	1,719	1,345

(As of 8/31/2016)

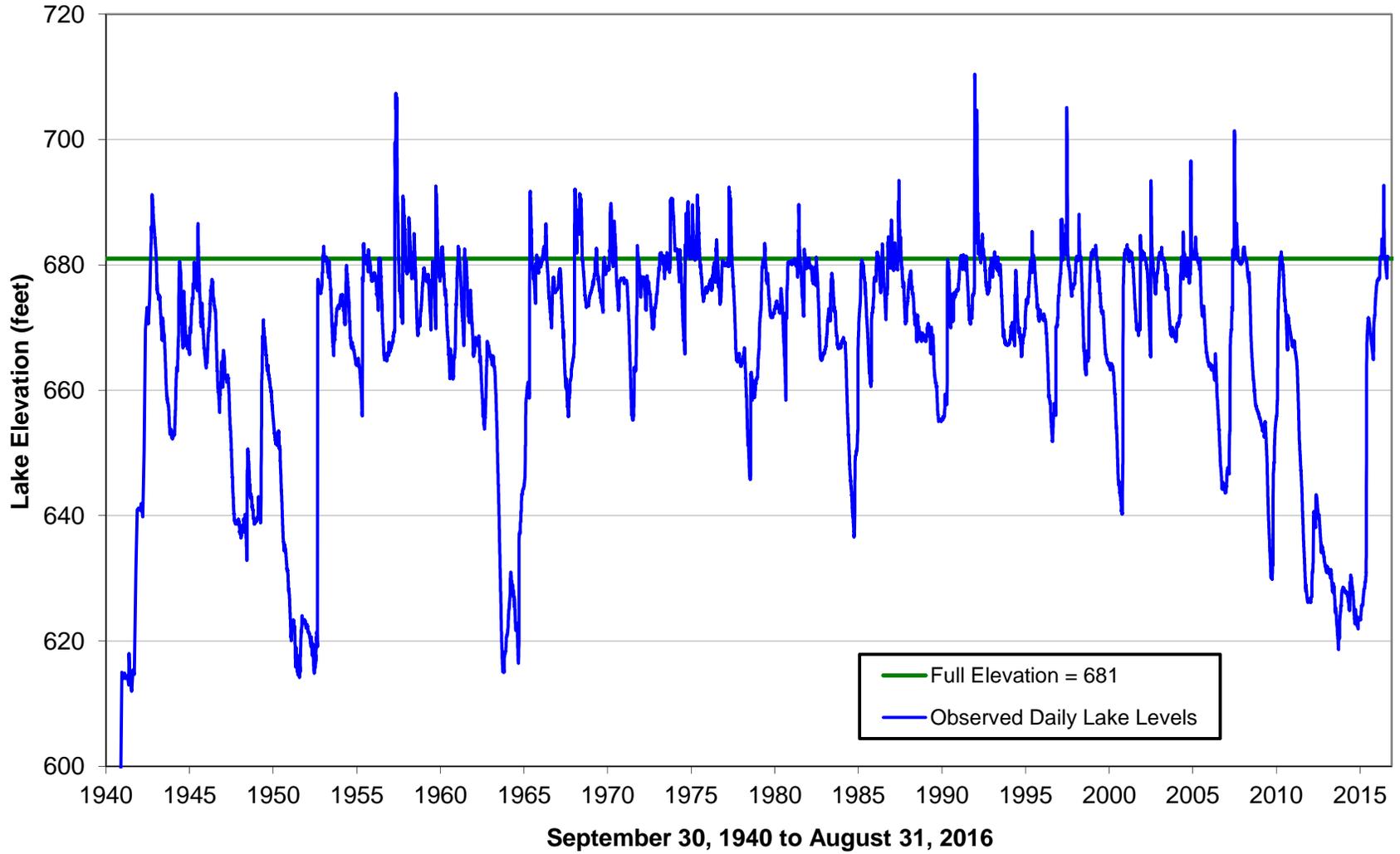
## Total Combined Storage in Lakes Buchanan and Travis



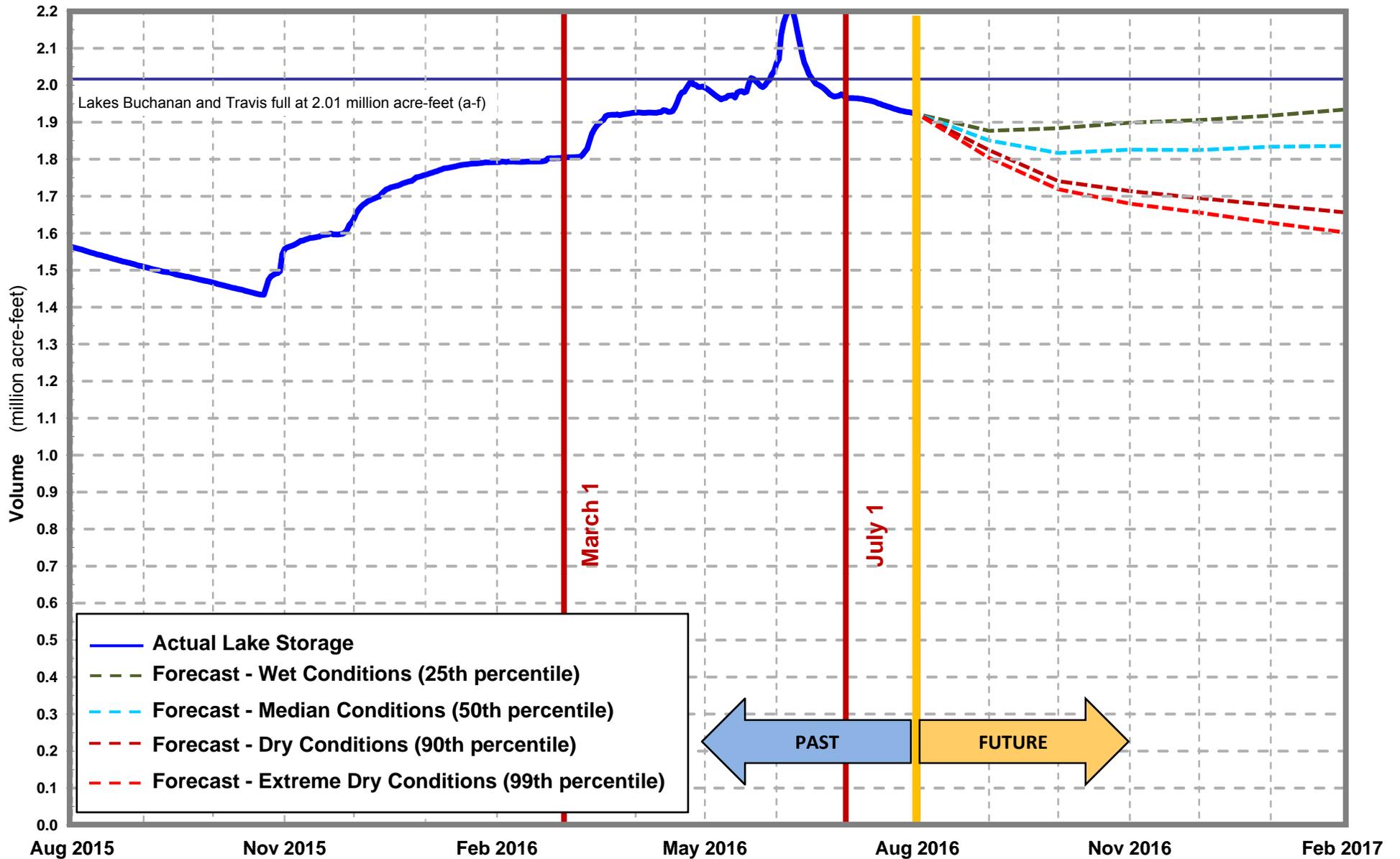
# Daily Lake Buchanan Elevations



# Daily Lake Travis Elevations



# Lakes Buchanan and Travis Total Combined Storage Projections



Note: One acre-foot equals 325,851 gallons.

Date: August 1, 2016



**Executive Summary**

**September 15, 2016**

**Subject:** Consider amendments to Ordinance #11-011-00 regarding Appointments of Persons to City Boards, Commissions, or Committees

**Background:** Based on the discussion at the September 1, 2016 council meeting, Mayor Fielder has asked that council review and discuss possible changes to the ordinance.

**Financial Consideration:** None

**Recommendation:** None

**Attachments:** Ordinance 11-011-00 (Current Ordinance)  
Possible Revised Ordinance

**Prepared by:** Debbie Haile, TRMC, City Secretary

**ORDINANCE \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS,  
AMENDING SECTIONS 1.04.003(c) AND (d) ADDRESSING  
PROCEDURES OF THE BOARD SELECTION COMMITTEE; AND  
PROVIDING FOR RELATED MATTERS.**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY  
OF LEANDER, TEXAS, THAT:**

**Section 1. Board Selection Committee Procedures.** Section 1.04.003(c) and (d) of the Leander Code of Ordinances are hereby amended in their entirety to read as follows:

(c) Selection subcommittee.

(1) The city council shall appoint a subcommittee made of up three city council members to review the applications submitted under this section and to interview the applicants. Once the members of the subcommittee have been appointed, other members of the city council may not serve as alternates or substitutes on the subcommittee unless approved by the city council. Meetings of the subcommittee shall be held in compliance with the Open Meetings Act. Except as otherwise provided by this section, action by the subcommittee shall require majority vote.

(2) No appointments shall be made without the subcommittee having an opportunity to review and make a recommendation on applicants. The subcommittee shall review each application and vote on a recommendation on each application. Applications that receive a unanimous recommendation for appointment shall proceed to the city council for consideration. If an application receives at least one, but less than a unanimous, vote in favor or recommendation for appointment, the subcommittee has the option to either: (i) not proceed with recommending the application; or (ii) request that the City Council hold a special called meeting to interview the applicant, which meeting will be scheduled as soon as reasonably possible. The city council will provide feedback on the application for the subcommittee to consider at its next meeting.

(d) Notification of interview and appointment. The city secretary will notify applicants of interviews with the subcommittee or the city council. All applicants will be officially notified of the city council's appointment to the board, commission, or special committee in writing by the city secretary.

**Section 2. Amendment of Ordinances.** Sections 1.04.003(c) and (d) of the Leander Code of Ordinances are hereby amended in their entirety as provided in this Ordinance and all ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this Ordinance and any other code or ordinance of the City, the terms and provisions of this Ordinance shall govern.

**Section 3. Effective Date.** This Ordinance shall be in force and effect from and after its passage on the date shown below.

**Section 4. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code.*

**PASSED AND APPROVED** on this the \_\_\_\_ day of September, 2016.

**ATTEST:**

**THE CITY OF LEANDER, TEXAS**

\_\_\_\_\_  
Debbie Haile, City Secretary

\_\_\_\_\_  
Christopher Fielder, Mayor