



SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY



FY 2021-2022
APPROVED BUDGET

City of Schertz
Fiscal Year 2021-22
Budget Cover Page

This budget will raise less revenue from property taxes than last year's budget by $63,171, which is a 0.3% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $761,574.

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

FOR: Councilmembers Mark Davis, Rosemary Scott, Jill Whittaker
Michael Dahle, David Scagliola, Allison Heyward, Tim Brown

AGAINST: N/A

PRESENT and not voting: N/A

ABSENT: N/A

Property Tax Rate Comparison

	2021-22	**2020-21**
Property Tax Rate:	$0.5121/100	$0.5121/100
No-new-revenue	$0.5146/100	$0.5079/100
No-new-revenue Maintenance & Operations Tax Rate:	$0.3515/100	$0.3475/100
Voter-approval Rate:	$0.5242/$100	$0.5247/$100
Debt Rate:	$0.1604/100	$0.1650/100

Total debt obligation for the City of Schertz secured by property taxes: $ 66,084,539

CITY OF SCHERTZ, TEXAS
PROPOSED ANNUAL BUDGET

FISCAL YEAR 2021-22
OCTOBER 1, 2021 – SEPTEMBER 30, 2022

CITY COUNCIL

RALPH GUTIERREZ
Mayor

MARK DAVIS
Council Member, Place 1

ROSEMARY SCOTT
Council Member, Place 2

JILL WHITTAKER
Council Member, Place 3

MICHAEL DAHLE
Council Member, Place 4

DAVID SCAGLIOLA
Council Member, Place 5

ALLISON HEYWARD
Council Member, Place 6

TIM BROWN
Council Member, Place 7

PREPARED BY

MARK BROWNE, CITY MANAGER
BRIAN C. JAMES, ASSISTANT CITY MANAGER
CHARLES KELM, ASSISTANT CITY MANAGER
SARAH GONZALEZ, ASSISTANT TO THE CITY MANAGER

JAMES P. WALTERS, FINANCE DIRECTOR
BABETT MARTIN, ASSISTANT FINANCE DIRECTOR
MAYA LEDOUX, FINANCIAL ANALYST

City of Schertz

Our Vision

Community. Service. Opportunity.

Our Mission

Leading, improving, and serving a livable, sustainable and financially sound community

City Policy Values

1. Safe Community
2. Essential Services
3. High Quality of Life
4. Attractive Community
5. Economic Prosperity
6. Fiscally Sustainable

City Operational Values

1. Systems Management
2. Engaged Workforce
3. Innovative
4. Proactive
5. Service Oriented

City Core Value

1. Do the right thing
2. Do the best you can
3. Treat others the way you want to be treated
4. Work cooperatively as a tea

CITY OF SCHERTZ 2021-22 BUDGET

Table of Contents

Budget Ordinance 1
Tax Rate Ordinance 4
Organizational Chart 7
Executive Summary 8

General Fund
Summary 21
Revenues 26
City Council 31
City Manager 35
Municipal Court 39
311/Customer Relations 44
Planning & Zoning 47
Legal Services 54
City Secretary 57
Non-Departmental 61
Public Affairs 64
Engineering 69
Police 75
Fire Rescue 83
Inspections 90
Neighborhood Services 98
Streets 103
Parks, Recreation, & Community Services 108
Pools 114
Event Facilities 118
Library 123
Information Technology 130
Human Resources 135
Finance 140
Purchasing & Asset Management 145
Fleet Services 150
Facility Services 156
Projects
City Assistance 161
Court Restricted Funds 164

Interest & Sinking Fund 166

Water & Sewer
Summary 171
Business Office 177
Water & Sewer Administration 182
Capital Recovery - Water 192
Capital Recovery – Sewer 198

Drainage
Summary 204
Revenues 210
Expenditures 211

Emergency Medical Services (EMS)
Summary 215
Revenues 222
Expenditures 223

Schertz Economic Development Corporation
Summary 227
Revenues 233
Expenditures 234

Special Revenue Funds
Special Events 236
Public, Educational, and Government (PEG) Access Fund 239
Hotel/Motel Tax 244
Park Fund 250
Tree Mitigation 254
Roadway Area 1 258
Roadway Area 2 262
Roadway Area 3 266
Roadway Area 4 270
Library Fund 274
Historical Committee 278

Position Authorization Table 282
Pay Tables 288
Debt Service Tables 295
Glossary 325

ORDINANCE NO. 21-T-38

AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF SCHERTZ, TEXAS; PROVIDING FOR THE FILING OF THE BUDGET; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Schertz is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Manager of the City of Schertz submitted a budget proposal to the City Council prior to the beginning of the fiscal year, and in said budget proposal set forth the estimated revenues and expenditures and made the detailed classification as required by the City Charter of the City of Schertz, Texas; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with; and

WHEREAS, a Public Hearing was held by the City Council of the City of Schertz, Texas on the 24th day of August 2021, and the 3rd day of September 2021; and

WHEREAS, after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted; and

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

SECTION 1.

The budget of the expenditures of the City of Schertz for the ensuing fiscal year beginning October 1, 2021, and ending September 30, 2022, be, and the same is, in all things, adopted and approved as the said City of Schertz budget for the Fiscal Year beginning the first day of October 2021, and ending the thirtieth day of September 2022.

SECTION 2.

The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document:

2021-2022 Budget

General Fund	$39,514,748
Tax I&S Fund	6,676,915
Water & Sewer Fund	25,260,362
Capital Recovery - Water	51,000
Capital Recovery - Sewer	55,500
Drainage Fund	1,272,024
EMS Fund	11,376,603
SEDC	4,300,707
Special Events Fund	24,000
PEG Fund	350,000
Hotel Occupancy Fund	525,250
Park Fund	319,025
Tree Mitigation	71,400
Roadway Impact Fee Area 1	5,000
Roadway Impact Fee Area 2	29,000
Roadway Impact Fee Area 3	5,000
Roadway Impact Fee Area 4	5,000
Library Fund	23,400
Historical Committee	11,750
Total:	$89,876,684

SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Guadalupe, Comal, and Bexar Counties, Texas, as required by law.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas (2006), as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its final passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 7th DAY OF SEPTEMBER 2021.

PASSED AND APPROVED ON SECOND READING THIS 14th DAY OF SEPTEMBER 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

ORDINANCE NO. 21-T-39

AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF SCHERTZ, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Schertz submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Schertz Texas; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been in all things complied with; and

WHEREAS, a Public hearing was held by the City Council of the City of Schertz on the 24th day of August 2021 and a second Public Hearing was held on the 7th day of September 2021; and

WHEREAS, after a full and final consideration, the City Council is of the opinion the tax rate and ad valorem tax appraisal roll should be approved and adopted; and

WHEREAS, the taxes have been levied in accordance with the adopted 2021-22 budget as required by state law;

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

SECTION 1.

The ad valorem tax appraisal roll and effective tax rate information as presented by the tax assessor for the tax year 2021, be and is hereby in all things approved and adopted.

SECTION 2.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate.

SECTION 3.

The tax rate will effectively be raised by 0.1% and will raise taxes for maintenance and operations on a $100,000 home by approximately $0.20.

SECTION 4.

There is hereby levied and assessed and there shall be collected for the tax year 2021 for the general use and support of the Municipal Government of the City of Schertz, Texas a total ad valorem tax of Fifty-One Twenty-One Cents ($0.5121) on each One Hundred Dollars ($100.00) of valuation of property – real and personal – within the corporate limits of the City of Schertz, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

SECTION 5.

The City Council of the City of Schertz, Texas, does hereby levy or adopt the tax rate on $100.00 valuation for this city for tax year 2021 as follows:

1. 0.3517 for the purpose of maintenance and operation
1. 0.1604 for the payment of principal and interest on debt
2. 0.5121 total tax rate

SECTION 6.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of the ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 7.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

SECTION 8.

Ad valorem taxes for the year are due and payable on October 1, 2021 and shall become delinquent after January 31, 2022. A delinquent tax shall incur all penalty and interest authorized by state law, Section 33.01 of the Property Tax Code. Taxes that remain delinquent on and after July 1, 2022, incur an additional penalty of 15% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 9.

Taxes are payable at the office of the counties of Comal, Bexar and Guadalupe.

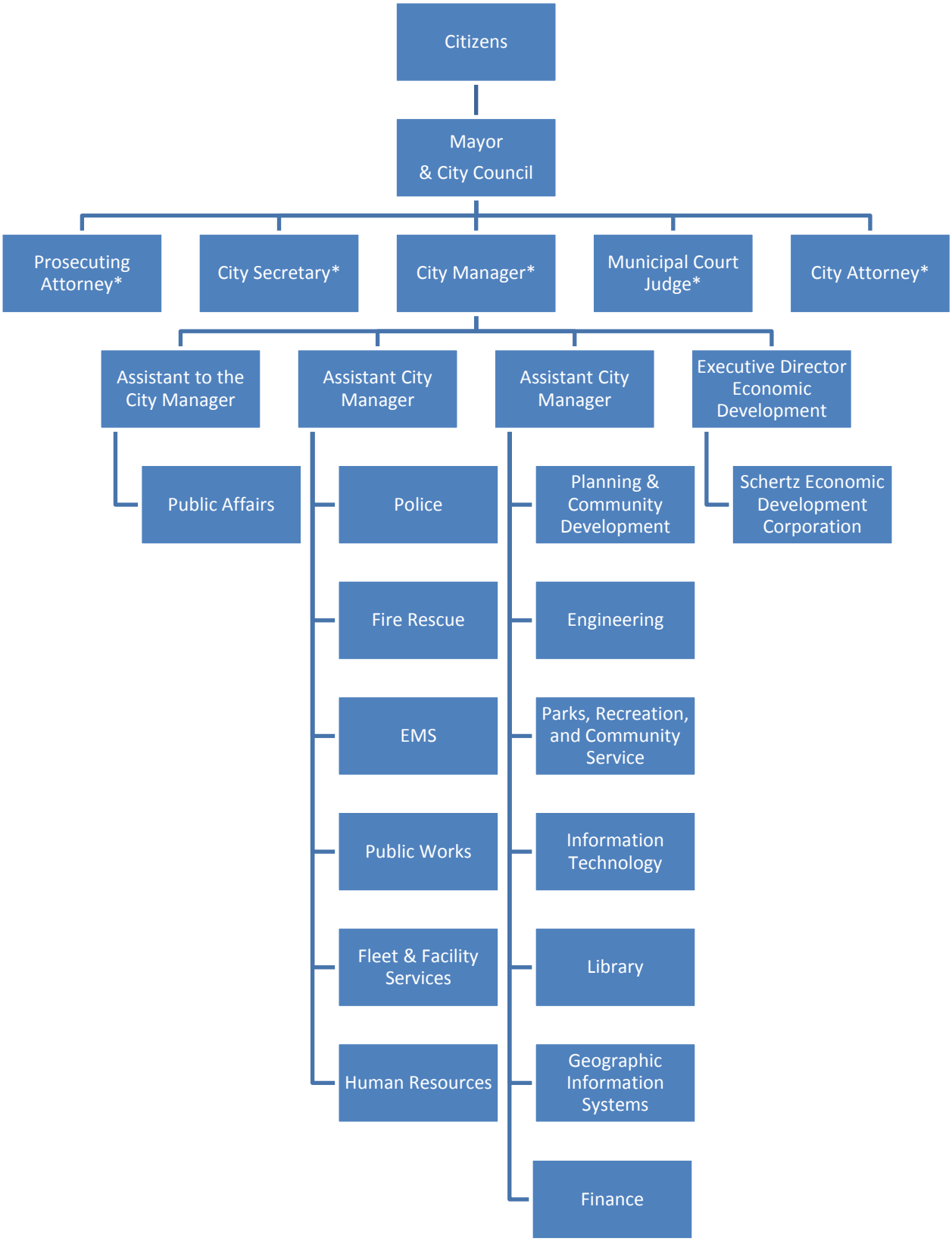
PASSED AND APPROVED ON FIRST READING THIS 7th DAY OF SEPTEMBER 2021.

PASSED AND APPROVED ON SECOND READING THIS 14th DAY OF SEPTEMBER 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary


Citizens
Mayor & City Council
Prosecuting Attorney*
City Secretary*
City Manager*
Municipal Court Judge*
City Attorney*
Assistant to the City Manager
Assistant City Manager
Assistant City Manager
Executive Director Economic Development
Public Affairs
Police
Fire Rescue
EMS
Public Works
Fleet & Facility Services
Human Resources
Planning & Community Development
Engineering
Parks, Recreation, and Community Service
Information Technology
Library
Geographic Information Systems
Finance
Schertz Economic Development Corporation

Executive Summary

General Fund

Revenue: General Fund revenue will increase 7.4% over FY 2020-21 year end estimates not including the transfer in from reserves. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 202021-22 are estimated to increase 6.3% and sales taxes are estimated to increase 3.3%.

The sales tax growth trend follows the area development growth and the potential for new businesses.

Miscellaneous Income is expected to increase 24.2% in FY 2020-21 from the year end estimates due to an anticipated higher yield on investments. The investment income closely follows the Federal Funds Rate which is near zero which will may increase the investment income in the proposed budget year.

Expenses: The overall FY 2021-22 General Fund Operating Budget decrease 0.2% from FY 2019-20 year end estimates. This includes $157,000 for new positions and personnel programs for Police and Facility Services. The new personnel assignments will be based on an independent firm's staffing recommendations after review of the practices and service levels of the City.

Another notable item for the FY 2019-20 Budget is the implementation of the Classification & Compensation Study's remaining recommendation. This study by a 3rd party reviews market wages and makes recommendations for compensation adjustments for City staff. The first year recommended adjustment was effective on July 4th, 2020. The study also recommended annual Employment Cost Index (ECI) adjustments. The budget includes $52,750 for a 0.25% ECI for all employees effective October 1st.

Included in the Budget for FY 2021-22 is setting a new minimum wage of 15$/hour. Comparable positions in the surrounding cities are at or above this amount.

This budget also allocates $500,000 to replace the financial software. Schertz has used the current software platform for the past 20 years and it can no longer meet the demands of staff and the public.

The Animal Adoption Center air conditioning system needs to be replaced. Staff has estimated the City will be responsible for $350,000 of the total estimated $700,000 project cost.

The Facilities Maintenance and Parks Budget will also increase by $75,000combined for contract cleaning for public safety buildings and park restrooms. This would allow staff to focus on preventative maintenance and new initiatives rather than cleaning.

City Council
The Proposed FY 2021-22 Budget increases 15.59% from the FY 2021-22 year end estimates. The costs of the November 2021 election have been received from the counties and show an increase in cost under City Support Services. There is an increase in staff support for awards, and additional council members attending trainings.

City Manager
The FY 2021-22 Budget increases 9.1% from the year end estimates due to increases in personnel for the class and compensation study recommendations, additional training as conferences begin to transition back to in person, and vehicle replacement.

Municipal Court
The FY 2021-22 Budget increased 12.9% from year end estimates due to personnel increases with the class and compensation study recommendations. Judge and Prosecutor services also contribute to the increase with the expectation the court will be fully operational after COVID-19 in FY 2021-22 as well as additional furniture purchases.

311 Customer Service
The FY 2021-22 Budget increases 2.0% from the year end estimates due to personnel increases with the classification and compensation study recommendation.

Planning & Zoning
The FY 2021-22 Budget decreases by 53.8% from the FY 2020-21 year end estimate with the eliminations of $400,000 for the Comprehensive Land Use Plan, Parks Master Plan, and Unified Development Code update. This decrease is offset by increases in personnel for the Class and Compensation study recommendations.

Legal Services
The FY 2021-22 Budget increases 7.7% from the FY 2020-21 year end estimate with the anticipated rate increase for legal services in FY 2021-22.

City Secretary
The FY 2021-22 Budget increases 7.0% from the FY 2020-21 year end estimate due to personnel increases for the Class and Compensation study recommendations, as well as additional UDC updates, additional training, and Computer equipment.

Non-Departmental
The FY 2021-22 Budget increases 14.2% from the FY 2020-21 year end estimate. Increased commercial insurance costs are offset by less tax abatement payments.

Public Affairs
The FY 2021-22 Budget increases 3.5% from the FY 2020-21 year end estimate with the opening event for the new splash pad, added funds for printing and binding, and additional training. Personnel also increases with the classification and compensation study recommendation.

Engineering
The FY 2021-22 Engineering Budget increases 4.6% from the year end estimate due to relatively minor adjustments to each budget category related to the Department's new location (away from previously shared space and supplies), increased fuel costs (higher price per gallon and miles travelled due to more active construction projects), and the fully-

staffed department's capacity to manage additional tasks needing professional services assistance. Increased personnel expenses include pay adjustments related to implementation of the classification and compensation study.

Police
The FY 2021-22 Budget decreases 2.0% from the FY 2020-21 year end estimates with the transfer of the code enforcement functions to the new Neighborhood Services division of Planning & Community Development. This decrease is partially offset by personnel increases include recommendations from the Class and Compensations study as well as increasing the minimum wage to $15 for applicable positions. The FY 2021-22 Budget will also include additional vehicle fuel and training in anticipation of more officer positions being filled.

Fire Rescue
The FY 2021-22 Budget will decrease 0.2% from the FY 2020-21 year end estimate.

Inspections
The FY 2021-22 Budget increases 5.4% from the FY 2020-21 year end estimate with the implementation of the classification and compensation recommendation and an additional Building Inspector position. This increase is offset by a decrease in capital outlay with the elimination of a vehicle that was purchased during FY 2020-21.

Neighborhood Services
The FY 2021-22 Budget will be set at $377,450. This division was included in the Police Department and will now be a separate division reporting to Planning & Community Development.

Streets
The FY 2021-22 Budget will increase 28.3% from the FY 2020-21 year end estimate for the Class and Compensation study recommendation and raising applicable positions minimum wage to $15/hour. In addition to personnel expenses, FY 2021-22 budget includes funds for street light replacements and a new street sweeper.

Parks
The FY 2021-22 Budget will decrease 5.7% from the FY 2020-21 year end estimate with the classification and compensation study recommendation which is partially offset with less maintenance with the completion of the Senior Center Parking lot renovation.

Pools
The FY 2021-22 Budget will decrease 2.8% from the FY 2020-21 year end with no change in operations.

Event Facilities
The FY 2021-22 Budget will increase 25.2% from the FY 2020-21 year end estimate due implementations from the Class and Compensation study and raising applicable positions minimum wage to $15/hour. In additional to personnel increases, the Maintenance services category will increase for FY 2021-22 for the cleaning contract. Cleaning services weren't used during COVID while events were cancelled or postponed.

Library
The Library FY 2021-22 Budget increases 9.3% due to implementation of the Class and

Compensation study as well as raising applicable positions minimum wage to $15/hour. In addition to personnel increases, the FY 2021-21 budget increases are related to higher water utility costs for landscaping, increased training and additional funds for library materials.

Animal Services
This budget was combined into the Police Department Budget.

Information Technology
The Information Technology FY 2021-22 Budget increases 6.5% from the FY 2020-21 year end estimates. Primary costs changes include increases in annual software support costs, plus the addition of annual costs for new services such as ADP, the new text archiving service, services added to allow work-from-home options for staff, etc. Due to COVID-19, equipment purchases and regular desktop replacements in Operating Equipment did not happen and will be increased in FY 2020-21. In addition, all cell phone expenses are now consolidated into the IT budget and removed from various departments except for charges related to enterprise funds in order to improve transparency. Cost reductions implemented for FY 2020-21 include decreases in training, hardware purchases, consulting and maintenance expenses.

Human Resources
The FY 2021-22 Budget will increase 11.5% from the FY 2020-21 year end estimate. The increase is due to the implementation of the Class and Compensation study and FY 2020-21 had additional savings related to COVID-19 as training and staff events did not happen.

Finance
The FY 2021-22 Budget will increase 1.9% from the FY 2020-21 year end estimate due to additional compensation awarded from the classification and compensation study. The FY 2020-21 budget had savings related to COVID-19 as most trainings were held virtually.

Purchasing & Asset Management
The FY 2021-22 Budget will increase 2.0% from the FY 2020-21 year end estimate due to transferring the State inspection costs from Fleet to Purchasing, additional advertising costs, and training and travel. This increase is offset by the less operating equipment cost.

Fleet Services
The FY 2021-22 Budget will increase 21.6% from the FY 2020-21 year end estimate due to personnel implementations from the Class and Compensation study. In addition to personnel increases, the FY 21-22 budget increase is related to additional motor vehicle equipment and maintenance supplies, ManagerPlus software fees, a GPS tagging project, and vehicle replacements for the fleet motor pool.

Facility Services
The FY 2021-22 Budget decreases 3.3% from the FY 2020-21 year end estimates. Landscaping supplies previously budgeted in the Parks department have been transferred to the FY 2021-22 Facilities budget, as well as increased utility costs, and additional budget for the facilities cleaning contract is offset by the completion of the Public Safety restroom project that was completed during FY 2020-21.

City Assistance
The FY 2021-22 Budget will increase 7.6% from the FY 2020-21 year end estimate due to an increase in the contact with the YMCA for management of the Senior Center as well as an increase in the donation expense for the senior center which is offset by donation revenue.

Court Restricted Funds
The FY 2021-22 Budget will decrease $313 from the FY 2020-21 to match the increase in court technology fee projections.

Interest & Sinking Fund
Revenues: Revenues for FY 2021-22 increase 5.0% from the FY 2020-21 estimate with higher property values.

Expenses: The FY 2021-22 Budget will decrease 7.6% from the FY 2020-21 year end estimate following the debt service schedule.

Water & Sewer Fund
Revenue: Revenues for FY 2021-22 are expected to increase 4.2% from the FY 2020-21 year end estimate

Expenses: The FY 2020-21 Budget decreases 4.4% from the FY 2019-20 year end estimates due to fewer projects being funded which offset increases in the Business office and W&S Administration.

Utility Billing
The FY 2021-22 Budget increases 15.2% from the FY 2020-21 year end estimate. This increase comes from the classification and compensation study recommendation and raising applicable positions minimum wage to $15/hour. In addition, the budget of $180,000 for purchasing new water meters has been transferred from the W&S administration budget.

Administration
The FY 2021-22 Budget will increase 4.1% from the FY 2020-21 year end estimate This increase comes from the classification and compensation study recommendation, raising applicable positions minimum wage to $15/hour and adding a SCADA Technician to upgrade and maintain the system that monitors the water and sewer infrastructure.

Capital Recovery Fund – Water
Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the 1 million gallon elevated tank at Corbett which was funded in FY 2018-19

Capital Recovery Fund - Sewer
Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the construction of the main trunk line in southern Schertz that will connect to the new sewer treatment facility being added to the area.

Drainage Fund
Revenue: The FY 2021-22 revenue from drainage fees is expected to increase 6.5%. An increase in drainage fees from new development is offset by lower interest and investment revenue.

Expenses: The FY 2021-22 Budget will decrease 14.5% from the FY 2020-21 year end estimate with the debt service being paid off FY 2020-21 and less purchases of large equipment.

EMS Fund
Revenue: Revenues for FY 2021-22 are expected to increase 15.9% from FY 2020-21 year end estimates for additional transports and an increase on the inter-jurisdictional contracts.

Expenses: The FY 2021-22 Budget will increase 18.8% from the FY 2020-21 year end estimate. This increase comes from the EMS department converting one ambulance from a 24 hour shift to a 12 hours shift increasing personnel costs. In addition, Schertz EMS was awarded a new contract with JBSA Randolph, which will add an additional ambulance and new personnel. These additions are offset by additional revenue brought in by the contract.

Schertz Economic Development Corporation (SEDC)
Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2020-21 is projected to increase by 0.3% from the FY 2019-20 year-end estimate. The increase reflects a 5% increase in sales tax revenue which is offset by lower investment returns. The SEDC will also transfer $3,496,428 from its reserves for performance agreement payments expected in FY 2020-21.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2020-21 are projected to increase by 19% for additional personnel costs, grant awards and software purchases.

Special Events Fund
Revenue: The revenue for FY 2021-22 is expected to decrease 24.5% from FY 2020-21 year end estimates in anticipation of a lower turnout at events.

Expenses: The Special Events Fund FY 2021-22 Budget decrease 8.3% from the FY 2020-21 year end estimates with no change in operations.

Public, Educational, and Governmental Access (PEG) Fund
Revenue: Revenues for FY 2021-22 are not expected to change from the FY 2020-21 year end estimates

Expenses: The PEG Fund FY 2021-22 Budget increased from $3,259 to $350,000 from the FY 2020-21 year end estimates with the continued implementation of the communication master plan.

Hotel Motel Tax Fund

Revenue: Revenue for FY 2021-22 is expected to increase 53.3% from the FY 2020-21 year end estimates. Recent events during FY 2020-21 causing decreased capacity are expected to improve during FY 2021-22 with the opening of the new Candlewood Suites hotel.

Expenses: The Hotel Motel Tax Fund FY 2021-22 Budget decrease 29.1% from FY 2020-21 year end estimates due to the Civic Center remodel and chair upgrades completed during FY 2020-21.

Park Fund

Revenue: The revenue for FY 2021-22 is expected to decrease 12.1% from the FY 2020-21 year end estimates from new development.

Expenses: The FY 2021-22 Budget is not expected to change from FY 2020-21 year end estimate.

Tree Mitigation

Revenue: The revenue for FY 2021-22 is expected to decrease by 70.4% from 2020-21 year end estimate with an expected reduction in new development.

Expenses: The FY 2021-22 Budget will increase by 16.7% from the FY 2020-21 year end estimate for additional tree trimming and planting shade trees throughout the city.

Roadway Impact Fee Area 1

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 2

The FY 2021-22 Budget will be set at $29,000. $5,000 will be for any professional services or studies that need to be completed and $24,000 is the expected payment for the development of Ripps-Kruesler Road.

Roadway Impact Fee Area 3

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 4

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

Library Fund
Revenues: Revenue for FY 2021-22 is expected to increase from the FY 2020-21 with more book sales.

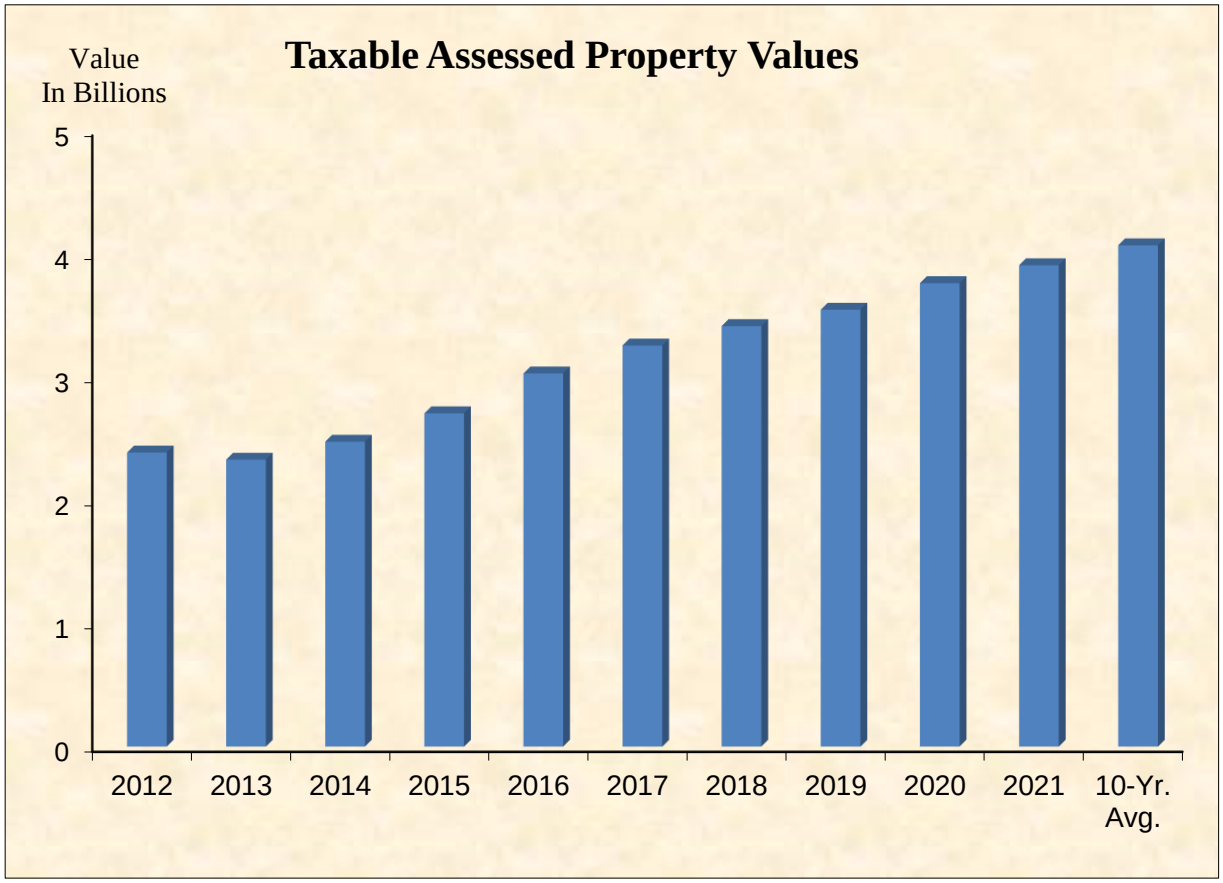
Expenses: The Library Fund's FY 2021-22 Budget increase 10.4% from the FY 2020-21 year end estimates with the purchase of replacement shelving for the bookstore.

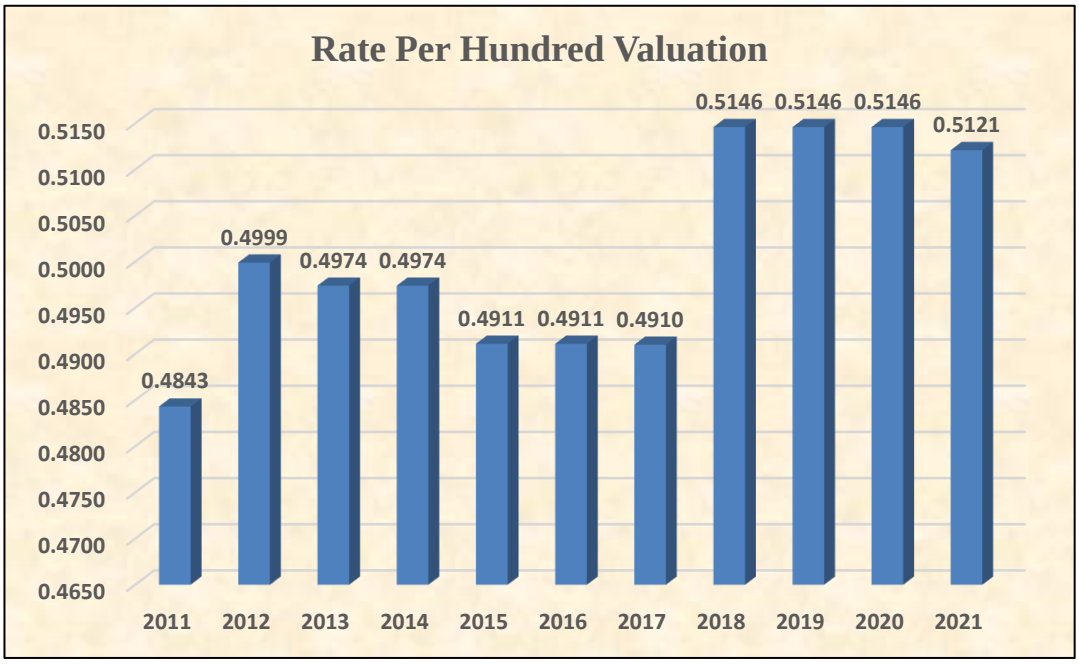
Historical Committee
Revenues: Revenue for FY 2021-22 will remain at the same funding allocation as FY 2020-21.

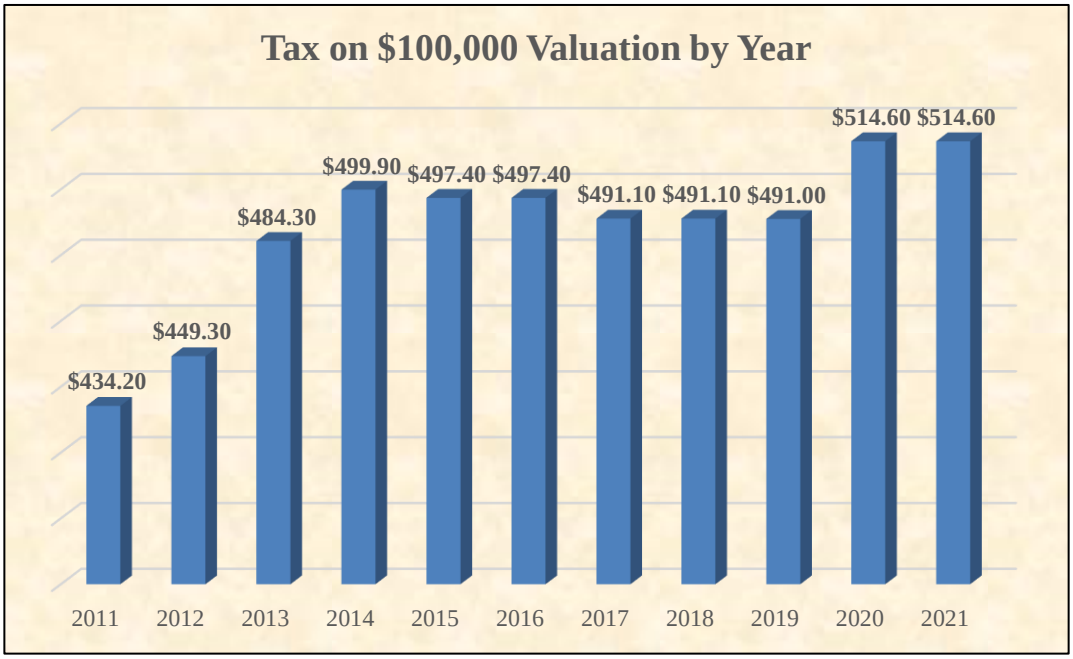
Expenses: The Historical Committee's FY 2020-21 Budget will remain the as the FY 2019-20 Budget.

Tax Year Rates and Property Evaluation

Year	Rate	Total Taxable Valuation
2011	0.4843	$ 2,388,205,570
2012	0.4999	2,330,237,535
2013	0.4974	2,476,084,067
2014	0.4974	2,706,308,881
2015	0.4911	3,029,803,646
2016	0.4911	3,255,978,906
2017	0.4910	3,413,283,122
2018	0.5146	3,545,808,786
2019	0.5146	3,761,245,673
2020	0.5146	3,906,217,828
2021	0.5121	4,068,009,738

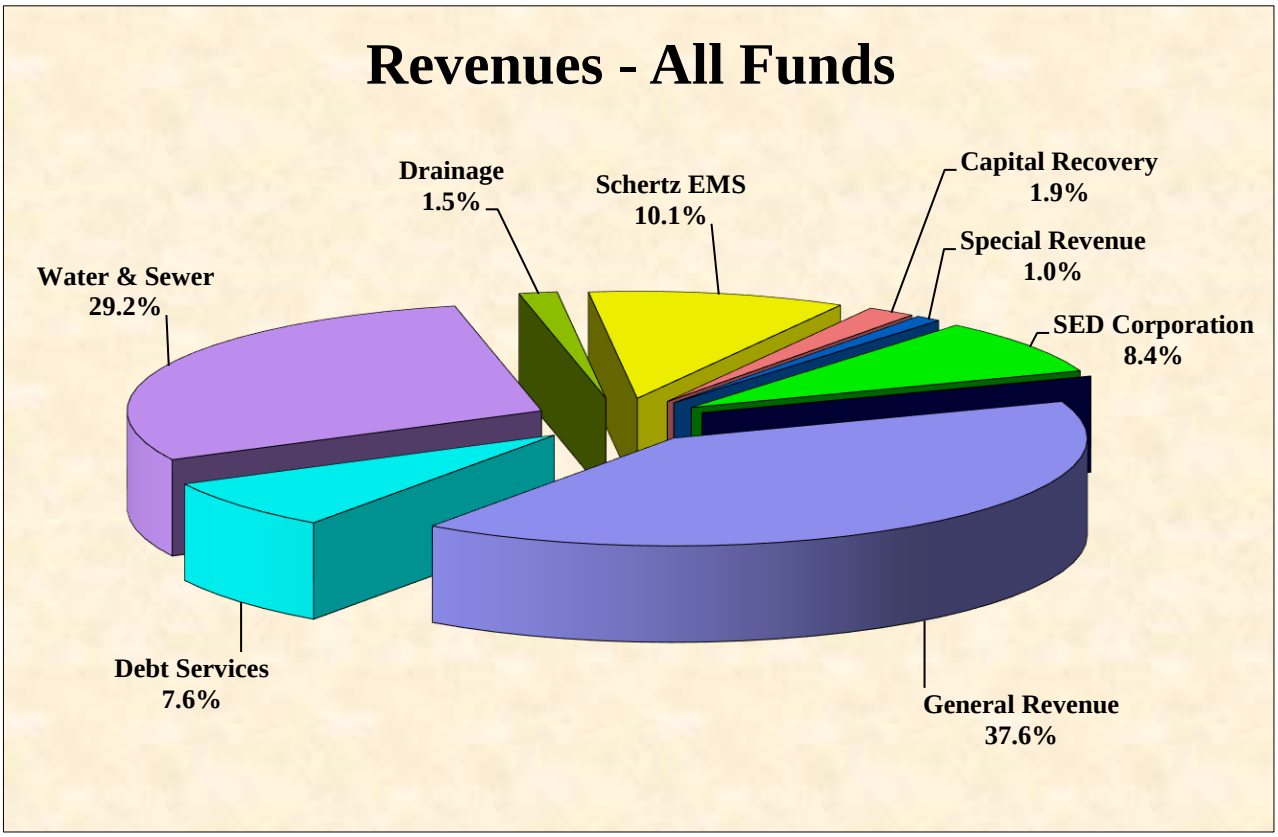



Rate Per Hundred Valuation
0.5150
0.5100
0.5050
0.5000
0.4950
0.4900
0.4850
0.4800
0.4750
0.4700
0.4650
0.4843
0.4999
0.4974
0.4974
0.4911
0.4911
0.4910
0.5146
0.5146
0.5146
0.5121
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021


Tax on $100,000 Valuation by Year
$434.20
$449.30
$484.30
$499.90
$497.40
$497.40
$491.10
$491.10
$491.00
$514.60
$514.60
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021

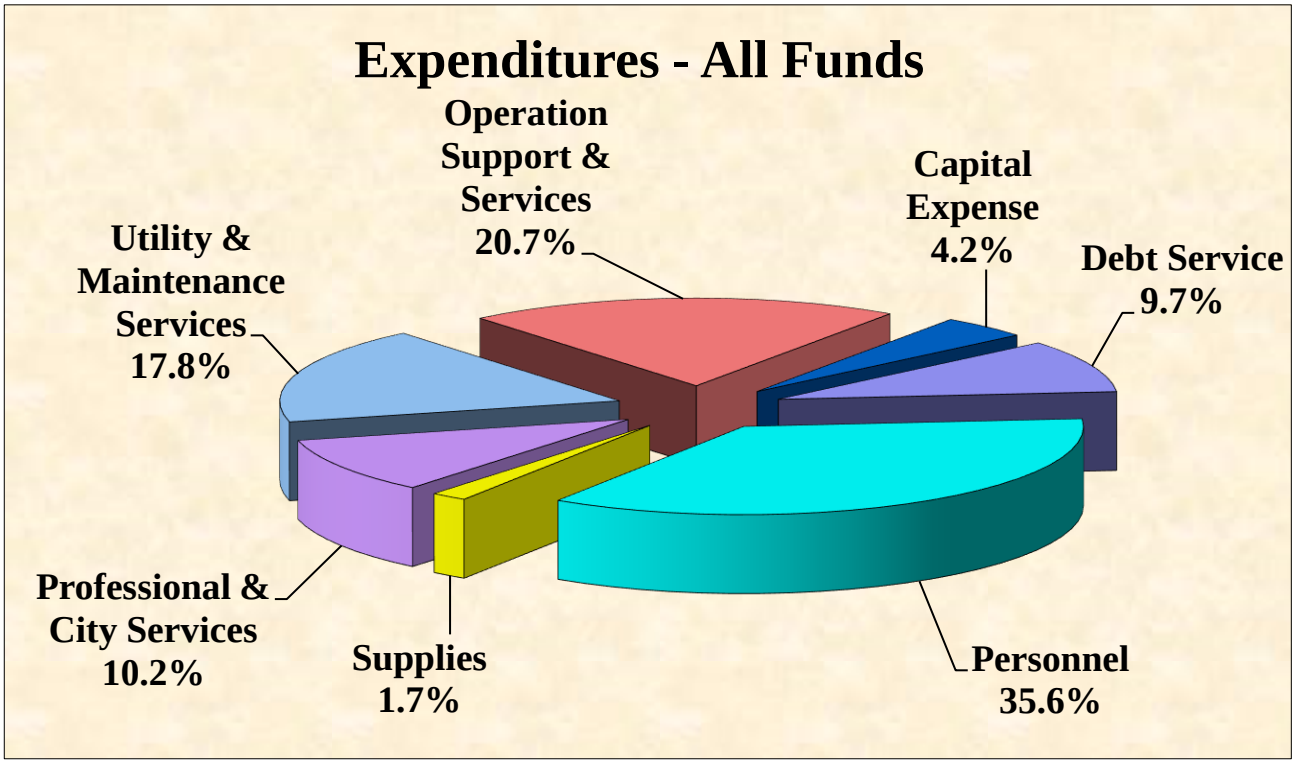
Revenues - All Funds

General Revenue	$	39,314,984
Debt Services		7,434,862
Water & Sewer		28,382,723
Drainage		1,445,564
Schertz EMS		9,785,424
Capital Recovery		1,844,000
Special Revenue		970,950
Historical Committee		11,750
SED Corporation		8,144,799
TOTAL	$	97,335,056



Expenditures - All Funds

Debt Service	**$**	**8,855,947**
Personnel		**32,436,571**
Supplies		**1,579,773**
Professional & City Services		**9,333,221**
Utility & Maintenance Services		**16,264,073**
Operation Support & Services		**18,854,010**
Capital Expense		**3,842,106**
TOTAL	**$**	**91,165,701**

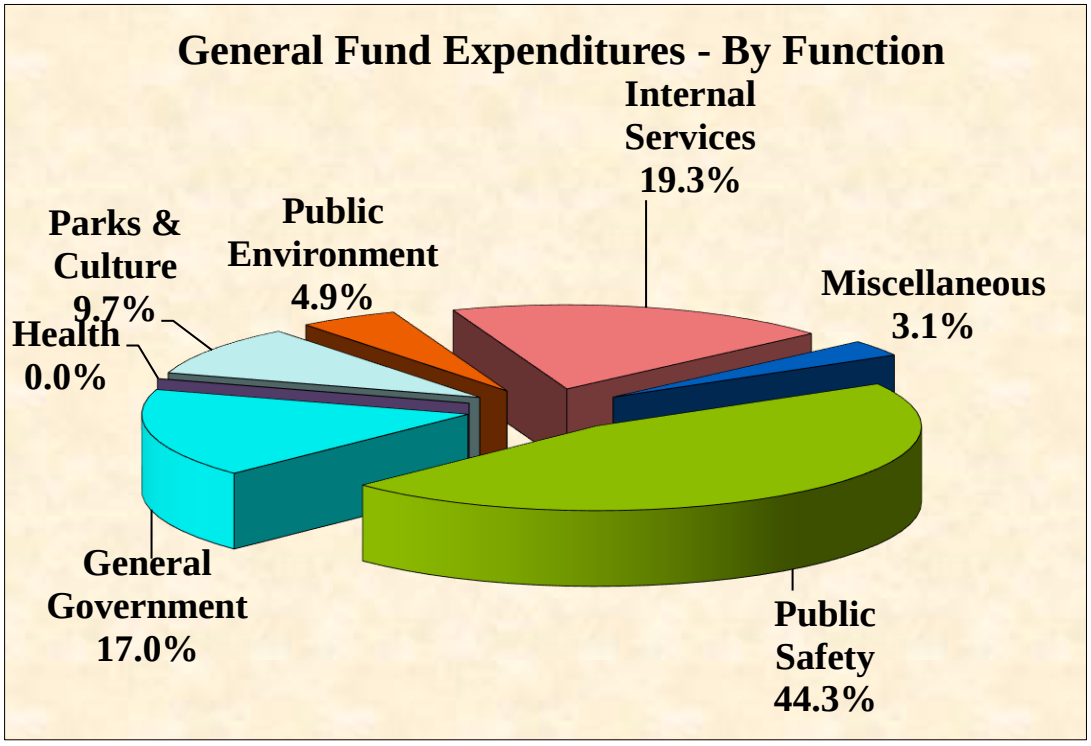


Fund Balance - All Funds

	Estimated Beginning Balance 10/01/2021	Budgeted Change	Budgeted Ending Balance 9/30/2022
General Fund	**15,395,399**	**(393,947)**	**15,001,452**
Special Events	**105,367**	**-**	**105,367**
Public, Ed., & Gov. Fund	**890,048**	**(95,500)**	**794,548**
Tax I&S Fund	**814,652**	**-**	**814,652**
Water & Sewer Fund	**22,454,060**	**3,122,361**	**25,576,421**
Capital Recovery Fund	**16,613,399**	**1,430,000**	**18,043,399**
Drainage Fund	**733,228**	**-**	**733,228**
EMS Fund	**3,407,787**	**53,131**	**3,460,918**
SEDC Fund	**20,103,882**	**(3,496,428)**	**16,607,454**
Hotel Tax Fund	**2,354,898**	**286,820**	**2,641,718**
Park Fund	**255,870**	**-**	**255,870**
Tree Mitigation Fund	**451,657**	**4,500**	**456,157**
Library Board	**76,851**	**-**	**76,851**
Historical Committee	**13,766**	**-**	**13,766**
All Funds	**83,670,863**	**910,937**	**84,581,800**

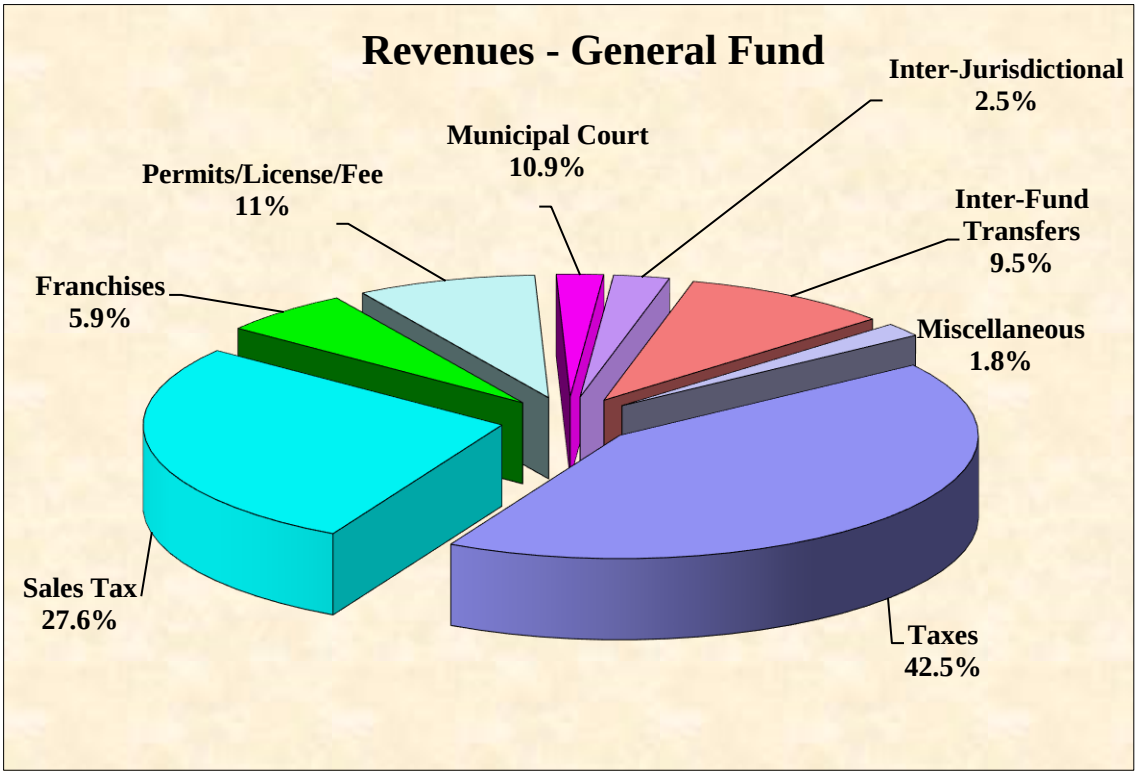
General Fund Expenditures - By Function

Public Safety	$	17,997,973
General Government		6,662,371
Health		-
Parks & Culture		3,778,370
Public Environment		1,926,970
Internal Services		7,528,638
Miscellaneous Expense		1,212,118
TOTAL	$	39,106,440



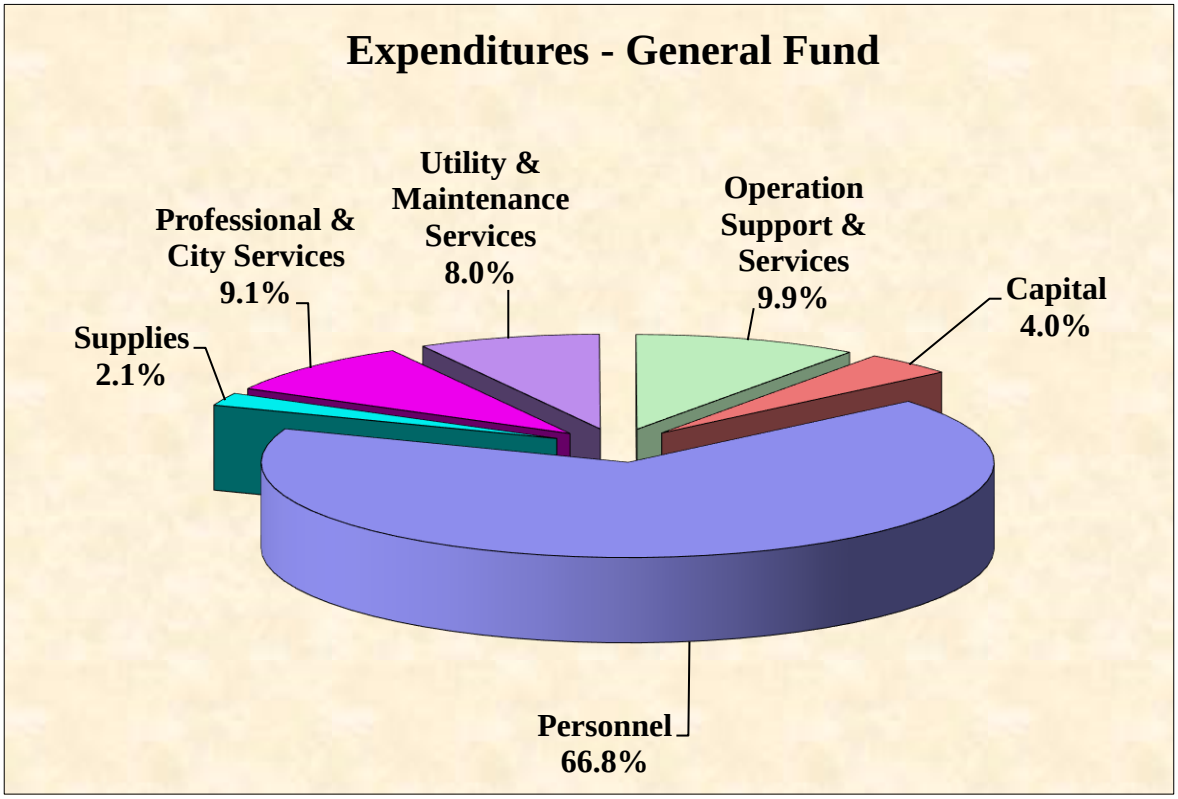
General Fund - Revenues

Taxes	**$**	**16,710,000**
Sales Tax		**10,850,000**
Franchises		**2,327,000**
Permits/License/Fees		**3,167,648**
Municipal Court		**841,281**
Inter-Jurisdictional		**990,598**
Inter-Fund Transfers		**3,722,407**
Miscellaneous Income		**706,050**
TOTAL	**$**	**39,314,984**



General Fund - Expenditures

Personnel	**$**	**26,099,155**
Supplies		**839,473**
Professional & City Services		**3,538,459**
Utility & Maintenance Services		**3,128,648**
Operation Support & Services		**3,876,168**
Capital Expense		**1,564,537**
TOTAL	**$**	**39,046,440**



101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
FINANCIAL SUMMARY				
REVENUE SUMMARY				
Taxes	23,918,318	25,198,550	26,229,622	27,560,000
Franchises	2,223,228	2,334,000	2,293,000	2,327,000
Permits	1,701,297	1,767,250	1,735,995	1,718,150
Licenses	49,540	56,860	48,920	49,320
Fees	2,091,016	2,338,234	1,975,485	2,232,459
Fines	7,053	11,000	6,000	9,000
Inter-jurisdictional	996,175	1,066,925	969,836	990,598
Inter-Fund Transfers	2,703,943	6,291,818	2,979,732	3,722,407
Miscellaneous	804,912	632,100	568,389	706,050
TOTAL REVENUES	34,495,482	39,696,737	36,806,979	39,314,984
EXPENDITURE SUMMARY				
GENERAL GOVERNMENT				
CITY COUNCIL	110,887	134,988	111,817	129,252
CITY MANAGER	1,168,026	1,279,134	1,222,300	1,320,379
MUNICIPAL COURT	324,438	368,465	344,445	377,727
CUSTOMER RELATIONS-311	110,237	113,869	114,606	117,235
PLANNING & ZONING	182,850	704,403	705,234	324,958
LEGAL SERVICES	107,721	150,000	130,000	140,000
CITY SECRETARY	206,457	208,840	201,342	216,259
NONDEPARTMENTAL	2,669,901	2,536,315	2,148,645	2,452,899
PUBLIC AFFAIRS	557,107	629,026	620,783	637,143
SCHERT TALES MAGAZINE	370,241	-	-	-
ENGINEERING	659,372	913,126	904,783	946,519
TOTAL GENERAL GOVERNMENT	6,467,237	7,038,166	6,503,955	6,662,371
PUBLIC SAFETY				
POLICE	7,604,159	10,198,956	10,510,650	10,295,516
FIRE & RESCUE	5,056,610	6,213,853	6,624,933	6,614,057
INSPECTIONS	903,194	1,024,222	1,032,178	1,088,400
MARSHAL SERVICE	372,048	-	-	-
TOTAL PUBLIC SAFETY	13,936,011	17,437,031	18,167,761	17,997,973

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC ENVIRONMENT				
STREETS	1,521,425	1,652,740	1,501,002	1,926,970
TOTAL PUBLIC ENVIRONMENT	1,521,425	1,652,740	1,501,002	1,926,970
PARKS & RECREATION				
PARKS	1,312,156	1,719,216	1,761,499	1,661,936
POOLS	471,528	569,878	586,035	569,878
COMMUNITY/CIVIC CENTER	320,480	393,047	307,451	384,945
TOTAL PARKS & RECREATION	2,104,164	2,682,141	2,654,985	2,616,759
CULTURAL				
LIBRARY	1,034,435	1,064,255	1,061,950	1,161,611
TOTAL CULTURAL	1,034,435	1,064,255	1,061,950	1,161,611
HEALTH				
ENVIRONMENTAL HEALTH	199,781	-	-	-
TOTAL HEALTH	199,781	-	-	-
INTERNAL SERVICE				
INFORMATION TECHNOLOGY	1,821,503	2,638,646	2,543,014	2,707,439
HUMAN RESOURCES	668,639	761,719	661,764	738,019
FINANCE	634,266	653,967	679,983	704,969
PURCHASING & ASSET MANAGEMENT	235,505	244,519	252,775	257,714
FLEET SERVICE	913,882	1,073,597	1,072,351	1,304,158
BUILDING MAINTENANCE	1,432,009	1,855,808	1,828,908	1,816,339
TOTAL INTERNAL SERVICE	5,705,804	7,228,256	7,038,795	7,528,638
MISCELLANEOUS				
PROJECTS	4,000,000	581,300	581,300	850,000
CITIZENS ASSISTANCE	287,962	330,000	318,416	342,666
COURT RESTRICTED FUNDS	-	22,992	19,765	19,452
TOTAL MISCELLANEOUS	287,962	352,992	919,481	1,212,118
TOTAL EXPENDITURES	31,256,819	37,455,581	37,847,929	39,106,440
OVER/UNDER	3,238,663	2,241,156	(1,040,950)	208,544
FUNDING FROM RESERVES	-	(3,303,086)	-	(602,491)
BEGINNING FUND BALANCE	13,197,686	16,436,349	16,436,349	15,395,399
ENDING FUND BALANCE	16,436,349	15,374,419	15,395,399	15,001,452

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Taxes					
000-411100	Advalorem Tax - Current	14,102,255	14,554,500	14,480,000	15,420,000
000-411110	Disable Veterans Assist Pymnt	-	500,000	1,064,592	1,100,000
000-411200	Advalorem Tax - Delinquent	46,115	50,000	55,000	50,000
000-411300	Advalorem Tax - P&I	86,945	50,000	60,000	70,000
000-411500	Sales Tax Revenue-General Fund	9,612,864	9,964,000	10,500,000	10,850,000
000-411600	Bingo Tax	28	50	30	-
000-411700	Mixed Beverage	70,111	80,000	70,000	70,000
Total Taxes		23,918,318	25,198,550	26,229,622	27,560,000
Franchises					
000-421200	Center Point/Entex Energy	90,533	95,000	92,000	94,000
000-421220	City Public Service	946,815	1,020,000	960,000	980,000
000-421240	Guadalupe Valley Elec Co-op	441,211	455,000	455,000	460,000
000-421250	New Braunfels Utilities	65,991	78,000	66,000	70,000
000-421300	Time Warner/Paragon Cable	317,421	250,000	325,000	325,000
000-421460	AT&T Franchise Fee	92,736	150,000	100,000	100,000
000-421480	Other Telecom Franchise	107,819	130,000	130,000	130,000
000-421500	Solid Waste Franchise Fee	160,702	156,000	165,000	168,000
Total Franchises		2,223,228	2,334,000	2,293,000	2,327,000
Permits					
000-431100	Home Occupation Permit	560	500	595	525
000-431205	Bldg Permit - Residential	588,824	550,000	600,000	601,400
000-431210	Bldg Permit - Commercial	181,831	350,000	250,000	250,000
000-431215	Bldg Permit - General	377,725	350,000	380,000	350,000
000-431300	Mobile Home Permit	300	400	300	375
000-431400	Signs Permit	4,875	5,600	4,200	5,000
000-431500	Food Establishment Permit	69,780	63,000	70,000	70,000
000-431700	Plumbing Permit	130,330	138,950	130,000	130,000
000-431750	Electrical Permit	69,460	70,900	80,000	75,000
000-431800	Mechanical Permit	68,640	68,300	68,300	68,000
000-431900	Solicitor/Peddler Permit	2,256	2,300	2,300	2,000
000-431950	Animal/Pet Permit	45	500	-	250
000-432000	Certificate of Occupancy Permit	7,150	6,300	6,300	7,600
000-432100	Security Alarm Permit	43,736	43,000	30,000	43,000
000-432300	Grading/Clearing Permit	9,795	12,500	9,000	10,000
000-432400	Development Permit	110,297	75,000	75,000	75,000
000-435000	Fire Permit	35,693	30,000	30,000	30,000
Total Permits		1,701,297	1,767,250	1,735,995	1,718,150

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Licenses					
000-441000	Alcohol Beverage License	7,783	8,100	7,800	8,200
000-441300	Mobile Home License	120	160	120	120
000-442000	Contractors License	40,680	45,600	41,000	41,000
000-444000	Pet License	957	3,000	-	-
Total Licenses		49,540	56,860	48,920	49,320
Fees					
000-451000	Municipal Court Fines	625,820	664,160	405,052	625,000
000-451100	Arrest Fee	21,404	25,680	14,461	21,300
000-451110	Expunction Fee	100	160	200	100
000-451200	Warrant Fees	67,368	73,560	36,400	67,400
000-451220	Officer Jury Fee	91	400	200	200
000-451310	Restitution Fee-Local	126	-	103	100
000-451320	Civil Justice Fee-Court	-	500	-	-
000-451340	Judicial Fee - City	1,531	3,432	300	1,524
000-451400	Traffic Fine Costs TTL	9,930	12,168	6,851	9,924
000-451510	Juvenile Court Fee	12,774	28,668	3,313	12,768
000-451520	Truancy Fees	13,592	5,352	13,999	13,584
000-451530	Local Municipal Jury Fund	227	400	250	225
000-451600	Technology Fund Fee	19,459	22,992	12,795	19,452
000-451700	Security Fee	18,904	17,244	14,327	18,900
000-451800	Time Payment Fee - City	4,148	4,968	1,537	4,140
000-451850	State Fines 10% Service Fee	32,615	38,752	31,274	32,612
000-451900	DPS Payment - Local	5,059	5,592	3,894	5,052
000-452000	Child Safety Fee	5,890	10,356	5,729	5,880
000-452100	Platting Fees	31,250	59,000	54,000	54,000
000-452200	Site Plan Fee	10,500	36,000	23,000	23,000
000-452300	Plan Check Fee	552,174	625,000	600,000	600,000
000-452320	Tree Mitigation Admin Fee	10,707	15,000	45,000	15,000
000-452400	BOA/Variance Fees	1,000	5,000	2,500	2,500
000-452600	Specific Use/Zone Chng Fee	22,090	18,000	26,450	26,450
000-452710	Zoning Ltr&Dev Rights	3,300	1,950	2,550	2,550
000-453100	Reinspection Fees	202,351	190,000	190,000	190,000
000-453110	Swim Pool Inspection Fee	2,970	2,500	2,500	2,500
000-453200	Lot Abatement	8,552	5,000	5,000	5,000
000-453211	Admin Fee-Inspections	11,200	18,600	5,000	10,000
000-453310	Misc Inspection Fees	300	-	-	-
000-453710	Foster Care	600	500	600	500

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Fees continued					
000-454200	Pool Gate Admission Fee	12,339	24,000	24,000	22,000
000-454300	Seasonal Pool Pass Fee	1,380	5,000	5,000	4,000
000-456120	Senior Center Meal Fee	19,371	20,000	20,000	20,000
000-456500	Hazard Material Fee	-	5,000	-	5,000
000-456600	Fire Re-inspection Fee	650	1,000	600	750
000-458000	Sale of General Fixed Assets	-	20,000	20,000	-
000-458100	Sale of Merchandise	360	-	200	-
000-458110	Sale of Merchandise-Gov Deals	53,563	80,000	140,000	100,000
000-458350	Gain on Sale of Fixed Assets	-	-	3,800	-
000-458400	Civic Center Rental Fees	5,275	130,900	80,000	140,000
000-458401	Capital Recover Fee-Civic Center	11,500	-	1,000	-
000-458402	Civic Center Ancillary Fees	200	-	-	-
000-458450	North Center Rental Fees	15,875	14,000	20,000	18,000
000-458460	Senior Center Rental	3,500	7,000	-	7,000
000-458500	Community Center Rental Fees	16,778	23,800	30,000	25,000
000-458501	Community Center Service Fees	550	-		-
000-458510	Grand Ballroom Rental Fees	115,336	-	-	-
000-458520	Cut-Off Hall Rental Fees	10,568	-	-	-
000-458530	Conference Hall Rental Fees	1,963	-	-	-
000-458540	Bluebonnet Hall Rental Fees	25,726	-	-	-
000-458550	Pavilion Rental Fees	4,590	20,000	15,000	20,000
000-458560	Chamber of Commerce Rent	7,800	7,500	7,800	7,800
000-458570	Non-Resident SYSA League	8,590	10,000	10,000	10,000
000-458580	HOA Meeting Rental Fees	1,125	-	-	-
000-458581	Funeral Reception Rental Fees	600	-	-	-
000-458582	Quality of Life Rental Fees	5,430	-	-	-
000-458590	Cancellation Fees-Event Rental	6,445	-	-	-
000-458650	Nonresident User Fee- BVYA	6	10,000	10,000	10,000
000-458660	BVYA Utility Reimbursement	-	15,000	15,000	15,000
000-458670	SYSA Utility Reimbursement	4,494	7,500	7,500	7,500
000-458675	Lions Futbol Utility Reimbursement	16,098	10,000	20,000	15,000
000-458685	Recreation Programs	-	1,000	-	1,000
000-458685.0(	Rec Prgrm-Kickball Leagues	84	2,600	3,650	2,600
000-458700	Vehicle Impoundment	14,060	10,000	11,000	11,000
000-459200	NSF Check Fee	125	100	-	100
000-459300	Notary Fee	48	100	50	48
000-459400	Maps, Copies, UDC Misc	5	-	-	-
000-459600	Animal Adoption Fee	14,075	12,000	8,000	9,000
000-459700	Pet Impoundment Fee	11,227	5,000	8,000	7,000
000-459800	Police Reports Fee	5,248	5,800	7,600	5,000
Total Fees		2,091,016	2,338,234	1,975,485	2,232,459
Fines					
000-463000	Library Fines	7,053	11,000	6,000	9,000
Total Fines		7,053	11,000	6,000	9,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Inter-Jurisdictional					
000-473100	Bexar Co - Fire	21,078	21,077	21,078	21,077
000-473200	City of Seguin-Fire Contract	30,108	30,107	30,107	30,107
000-473300	Guadalupe Co-Library	217,152	203,191	203,191	217,000
000-473400	Randolph AFB-Animal Control	-	500	-	-
000-474200	Library Services-Cibolo	40,030	40,000	40,000	40,000
000-474210	Library Services-Selma	26,505	26,000	25,020	26,000
000-474400	Dispatch Service-Cibolo	160,000	166,000	160,000	160,000
000-474600	School Crossing Guard-Bexar Co	39,171	36,000	36,000	36,000
000-474610	School Cross Guard-Guadalupe C	43,821	41,000	42,000	41,000
000-474620	School Crossing Guards - Comal	-	-	-	1,900
000-474700	School Officer Funding	355,810	453,050	362,440	367,514
000-474750	Crime Victim Liaison Agreement	62,500	50,000	50,000	50,000
Total Inter-Jurisdictional		996,175	1,066,925	969,836	990,598
Fund Transfers					
000-480000	Indirect Costs -EMS	179,100	182,600	182,600	212,740
000-480100	Indirect Costs -Hotel	74,428	72,464	72,464	74,443
000-481000	Transfer from Reserves	-	3,303,086	-	602,491
000-482300	Transfer In-Resrv Child Safety	-	-	-	25,000
000-485000	Interfund Charge-Drainage-5%	243,112	285,506	285,506	308,010
000-486000	Interfund Charges - Water	1,385,000	1,450,827	1,450,827	1,478,230
000-486202	Transfer In - W&S	-	4,000	-	4,000
000-486203	Transfer In - EMS	-	4,000	-	4,000
000-486204	Transfer In - Drainage	-	1,000	-	1,000
000-487000	Interfund Charges-Fleet	360,667	398,618	398,618	505,509
000-488000	Interfund Charges-4B	461,636	503,717	503,717	506,984
000-489000	Transfer In	-	86,000	86,000	-
Total Fund Transfers		2,703,943	6,291,818	2,979,732	3,722,407

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Miscellaneous					
000-491000	Interest Earned	26,057	15,000	7,500	15,000
000-491200	Investment Income	251,154	120,000	40,000	120,000
000-491800	Gain/Loss	-	-	-	-
000-491900	Unrealized Gain/Loss-CapOne	22,942	-	-	-
000-493000	Donations-Others	100	-	500	-
000-493120	Donations-Public Library	2,166	10,000	2,000	10,000
000-493400	Donations-Animal Control	3,978	5,000	5,000	5,000
000-493401	Donations-A/C Microchip	1,080	-	-	-
000-493460	Donations- Parks	500	10,000	-	10,000
000-493465	Donations-Senior Center	6,068	10,000	750	10,000
000-493502	Donations-PD	200	-	500	500
000-493503	Donation-Fire Rescue	2,200	-	800	1,000
000-493618	Donation - Veteran's Memorial	1,350	-	1,250	1,250
000-493700	July 4th Activities	249	26,000	26,000	26,000
000-493701	Proceeds-Holidazzle	12,320	12,500	3,290	12,500
000-493704	Moving on Main	100	4,000	10,000	4,000
000-493706	Music, Movies in the Park	8,000	-	-	-
000-494481	LawEnforcemtOfficersStnd&	5,082	5,000	5,000	5,000
000-494482	Grants-Police, Fire, Gen Fund	-	2,500	1,500	12,500
000-495100	Mobile Stage Rental Fees	1,550	2,100	2,000	-
000-497000	Misc Income-Gen Fund	60,081	40,000	50,000	50,000
000-497005	Schertz Magazine Advertising	133,575	120,000	140,000	140,000
000-497100	Misc Income-Police	7,545	9,000	14,000	9,000
000-497200	Misc Income-Library	2,236	4,500	1,800	3,000
000-497210	Misc Income-Library Copier	9,674	18,000	6,000	15,000
000-497300	Misc Income-Animal Control	224	-	400	800
000-497400	Misc Income-Streets Dept	22,532	30,000	30,000	50,000
000-497460	Misc Income-Parks	11,037	-	750	-
000-497500	Misc Income-TML Ins. Claims	36,015	25,000	25,000	25,000
000-497550	Misc Income-TML WC Reimbursmnt	11,129	10,000	25,000	10,000
000-497600	Misc Income-Vending Mach	1,382	2,500	750	2,500
000-498000	Reimbursmnt-Gen Fund	47,542	20,000	20,000	20,000
000-498105	Reimbursmt Police OT-DEA	30,802	18,000	40,000	35,000
000-498110	Reimburmnt Fire-Emg Acti-OT	72,533	100,000	100,000	100,000
000-498150	Reimbursement - Library	13,509	13,000	8,599	13,000
Total Miscellaneous		804,912	632,100	568,389	706,050
TOTAL REVENUES		34,495,482	39,696,737	36,806,979	39,314,984

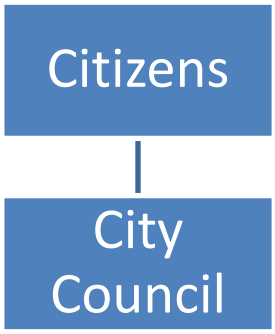
DEPARTMENT: 150 CITY COUNCIL
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz City Council is made up of eight elected officials. City residents currently elect a Mayor and seven Council members at-large. Mayors Pro Tempore shall be appointed by a majority vote of the City Council following a properly made motion to appoint a member who is both: (a) Eligible to serve as Mayor Pro Tempore; (b) Is, at the time of the motion, a Councilmember in good standing. The Mayor and seven City Council members are paid a modest stipend.

The Schertz City Council is the City's legislative body. It sets policies, approves budgets, determines tax rates and passes ordinances and resolutions to govern the City. Council also appoints citizen volunteers to approximately 10 City advisory boards, committees, and commissions; and appoints and supervises the performances of the City Manager, City Secretary, City Attorney, and Municipal Court Judges.

ORGANIZATIONAL CHART



PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Number of ordinances passed	36	41	41
Number of resolutions passed	126	140	140
Requests for Information	20	20	20

Number of Council Meetings	43	43	43
Requests for Agenda Items	11	15	16
Council on the Go Meetings	1	2	*2
Council HOA Presidents Meeting	1	0	*1

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Meeting Attendance rate	96	96	96

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$39,072	$39,554	$38,102
Supplies	410	650	750
City Support Services	42,476	47,750	55,500
Operations Support	212	250	300
Staff Support	24,765	19,113	28,600
Professional Services	3,950	4,500	6,000
Operating Equipment	0	0	0
Total	*$110,886*	*$111,817*	*$129,252*

PROGRAM JUSTIFICATION AND ANALYSIS

The Proposed FY 2021-22 Budget increases 15.59% from the FY 2021-22 year end estimates. The costs of the November 2021 election have been received from the counties and show an increase in cost under City Support Services. There is an increase in staff support for awards, and additional council members attending trainings.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES				
CITY COUNCIL				
Personnel Services				
150-511110 Regular	26,714	25,023	26,800	25,423
150-511240 Allowances	9,659	9,936	10,000	9,971
150-511310 FICA-Employer	2,699	2,674	2,754	2,708
Total Personnel Services	39,072	37,633	39,554	38,102
Supplies				
150-521000 Operating Supplies	312	500	400	500
150-521100 Office Supplies	98	250	250	250
Total Supplies	410	750	650	750
City Support Services				
150-532350 Software Maintenance	4,500	4,500	-	4,500
150-532600 City Elections	30,680	40,205	39,500	42,000
150-532800 Special Events	7,297	15,000	8,250	9,000
Total City Support Services	42,477	59,705	47,750	55,500
Operations Support				
150-534200 Printing & Binding	212	300	250	300
Total Operations Support	212	300	250	300

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support				
150-535100 Uniforms	268	400	350	400
150-535200 Awards	75	2,000	-	2,000
150-535300 Memberships	12,028	13,000	12,413	13,000
150-535400 Publications	57	200	100	200
150-535500 Training/Travel	12,338	13,000	6,250	13,000
Total Staff Support	24,766	28,600	19,113	28,600
Professional Services				
150-541300 Other Consl/Prof Services	3,950	6,000	4,500	6,000
Total Professional Services	3,950	6,000	4,500	6,000
Operating Equipment				
150-571300 Computer & Peripherals	-	2,000	-	-
Total Operating Equipment	-	2,000	-	-
TOTAL CITY COUNCIL	110,887	134,988	111,817	129,252

DEPARTMENT: 151 CITY MANAGER
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Manager and his department advise the Council on policy and operational planning issues. This department assures that policies adopted by the Council are carried out efficiently, fairly, and effectively. It oversees and manages the daily affairs of the City, assesses the long-term capital and service delivery needs of the City, and prepares and administers the annual operating and capital budget. The City Manager serves as a focal point for the management of City staff.

GOALS AND OBJECTIVES

- Develop strategic plans and systems to meet the many diverse needs of the community.
- Respond effectively and timely to City Council requests.
- Develop effective programs to enhance business development and growth.
- Develop management systems for efficient and effective use of resources
- Recruit, retain and develop talented staff.
- Evaluate, integrate, and utilize prudent technology to efficiently deliver municipal services to the community.

ORGANIZATIONAL CHART



CITY MANAGER	2019-20	2020-21	2021-22
City Manager	1	1	1
Assistant City Manager	2	2	2
Assistant to the City Manager	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	5	5	5

ECONOMIC DEVELOPMENT	2018-19	2019-20	2020-21
Executive Director	1	1	1
Business Retention Manager	1	1	1
Economic Development Analyst	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$1,154,036	$1,202,362	$1,247,554
Supplies	1,481	2,000	2,000
City Support Services	3,809	2,000	2,000
Utility Services	0	0	0
Operations Support	0	50	50
Staff Support	8700	14,688	24,775
Operating Equipment	0	0	0
Capital Outlay	0	0	44,000
Total	*$1,168,026*	*$1,222,300*	*$1,320,379*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 8.02% from the year end estimates due to increases in personnel for the class and compensation study recommendations, additional training as conferences begin to transition back to in person, and vehicle replacement.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
CITY MANAGER					
Personnel Services					
151-511110	Regular	859,271	908,859	882,000	908,399
151-511120	Overtime	1,063	240	600	240
151-511180	LTD	555	2,824	-	-
151-511210	Longevity	6,332	7,267	5,765	7,461
151-511220	Clothing Allowance	-	-	-	-
151-511230	Certification Allowance	-	2,243	700	1,170
151-511240	Allowances	7,200	6,912	7,200	6,912
151-511310	FICA - Employer	59,328	70,251	65,000	70,145
151-511350	TMRS-Employer	139,795	150,965	145,000	151,348
151-511410	Health-Employer	79,541	95,580	95,000	100,435
151-511500	Workers' Compensation	951	1,168	1,097	1,444
Total Personnel Services		1,154,036	1,246,309	1,202,362	1,247,554
Supplies					
151-521100	Office Supplies	1,481	2,000	2,000	2,000
Total Supplies		1,481	2,000	2,000	2,000
City Support Services					
151-532800	Special Events	3,809	4,800	2,000	2,000
Total City Support Services		3,809	4,800	2,000	2,000
Utility Services					
151-533500	Vehicle Fuel	-	-	-	-
Total Utility Services		-	-	-	-

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operation Support				
151-534200 Printing & Binding	-	50	50	50
Total Operation Support	-	50	50	50
Staff Support				
151-535100 Uniforms	887	775	775	775
151-535200 Employee Recognition	1,383	5,000	1,800	5,000
151-535300 Memberships	2,336	4,000	4,113	4,000
151-535400 Publications	399	500	500	500
151-535500 Training/Travel	3,053	11,500	5,000	11,500
151-535510 Meeting Expenses	571	3,000	2,500	3,000
151-535600 Professional Certification	71	-	-	-
Total Staff Support	8,700	24,775	14,688	24,775
Operating Equipment				
151-571000 Furniture & Fixtures	-	1,200	1,200	-
Total Operating Equipment	-	1,200	1,200	-
Capital Outlay				
151-581200 Vehicles & Acces. Over $5,000	-	-	-	44,000
TOTAL Capital Outlay	-	-	-	44,000
TOTAL CITY MANAGER	1,168,026	1,279,134	1,222,300	1,320,379

DEPARTMENT: 152 MUNICIPAL COURT
FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

Municipal Court represents the judicial branch of the City's government; the Mayor and City Council serve as the executive and legislative branches. Municipal Court has jurisdiction over all Class C misdemeanors and City ordinances.

The staff of Municipal Court has various functions and responsibilities. The judge presides over all trials (jury and non-jury) and other court proceedings such as arraignments and show cause hearings. The judge also has magistrate duties (signing arrest warrants and juvenile warnings as well as visiting arrested individuals at the jail). The judge issues processes such as subpoenas, summons, and warrants and completes other administrative duties for the court functions and staff.

The court clerks are the administrative arm of the Municipal Court. The clerks are responsible for seeing that all of the court's papers are accurate, orderly, and complete. The clerk's primary responsibilities include processing citations, summons, complaints, warrants, past due letters, and show cause hearing letters. The clerks maintain the court's docket and coordinate case scheduling. The clerks directly interact with the public, providing all services needed including explaining to defendants the court procedures and their options. Clerks also receive payments, summon potential jurors, and ensure juror payment. Assist the judge with open records requirements, report convictions, Drivers Safety Course and alcohol violations to the Texas Department of Public Safety, assist the Marshal Officer's with warrants, and complete all required accounting reports.

The prosecutor's duties include preparing and presenting the State's case at all municipal court trials, preparing and drafting complaints, arranging for the appearance of State's witnesses and requesting dismissal of cases under the appropriate circumstances.

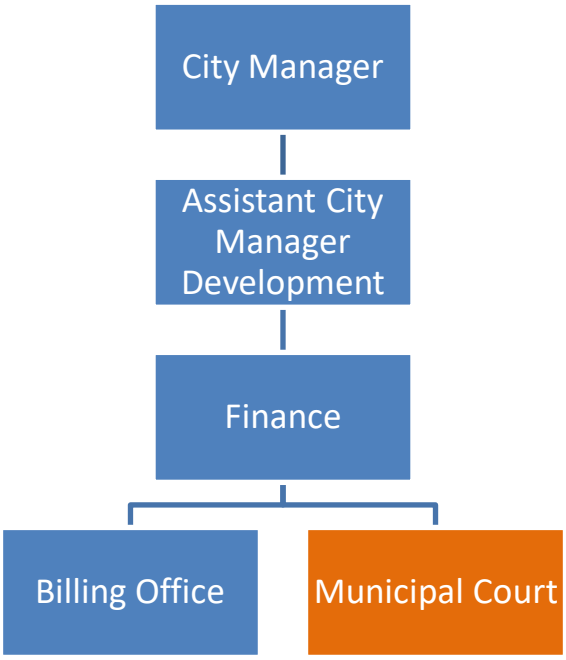
GOALS AND OBJECTIVES

- Promote respect for the administration of justice through improvements in the Court's customer service and the physical attributes of the Municipal Court building.

- Implement the use of new technology and other innovative practices to maintain efficient and security.

- Promote traffic safety by focusing attention on fair and impartial punishment for those individuals charged in this court.
- Seek input from personnel to maintain a positive work environment.
- Renovate front counter to include and efficient work station for clerks and defendants.

ORGANIZATIONAL CHART



MUNICIPAL COURT	2019-20	2020-21	2021-22
Court Administrator	1	1	1
Senior Deputy Court Clerk	1	1	1
Deputy Court Clerk	2	2	2
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Traffic Citations Filed	4,669	2,664	3,483
State Law Citations Filed	1,198	544	892
Municipal Ordinances Filed	276	208	142

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cases Disposed	6,203	4,347	5,121
Charges Processed per Clerk	2,067	1,766	1,707

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cases Disposed per Clerk	33%	33%	33%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	$270,220	$279,754	$299,117
Supplies	1,559	1,075	1,500
City Support Services	741	750	500
Operations Support	38	1,754	2,000
Staff Support	4,164	5,970	6,910
Court Support	372	1080	3,000
Professional Services	45,694	51,912	61,700
Maintenance Services	1,650	2,150	3,000
Operating Equipment	0	0	4,000
Total	*$324,437*	*$344,445*	*$381,727*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increased 11.1% from year end estimates due to personnel increases based on the classification and compensation study results. Judge and Prosecutor services also contribute to the increase with the expectation the court will be fully operational after COVID-19 in FY 2020-21.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES				
MUNICIPAL COURT				
Personnel Services				
152-511110 Regular	179,388	182,591	184,000	192,522
152-511120 Overtime	169	192	160	192
152-511180 LTD	139	568	-	-
152-511210 Longevity	7,402	8,545	7,978	8,739
152-511230 Certification Allowance	485	2,313	670	1,152
152-511310 FICA - Employer	13,039	14,773	14,000	15,458
152-511350 TMRS-Employer	29,978	31,539	30,000	33,134
152-511410 Health-Employer	39,532	42,859	42,859	47,602
152-511500 Workers' Compensation	87	245	87	318
Total Personnel Services	270,219	283,625	279,754	299,117
Supplies				
152-521100 Office Supplies	1,559	1,500	1,075	1,500
Total Supplies	1,559	1,500	1,075	1,500
City Support Services				
152-532800 Special Events	741	500	750	500
Total City Support Services	741	500	750	500
Operations Support				
152-534200 Printing & Binding	38	2,000	1,754	2,000
Total Operations Support	38	2,000	1,754	2,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
152-535100	Uniforms	579	600	600	600
152-535300	Memberships	545	810	590	810
152-535400	Publications	-	500	500	500
152-535500	Training/Travel	1,955	3,500	3,000	3,500
152-535500.0	Training/Travel - Juv Case Mgr	109	-	-	-
152-535510	Meeting Expenses	977	1,500	1,280	1,500
Total Staff Support		4,165	6,910	5,970	6,910
Court Support					
152-536500	Court/Jury Cost	372	1,080	1,080	3,000
Total Court Support		372	1,080	1,080	3,000
Professional Services					
152-541310	Judges Services	30,475	42,900	31,200	37,000
152-541320	Prosecutor Services	15,219	26,250	20,212	24,000
152-541330	Interpreter Services	-	700	500	700
Total Professional Services		45,694	69,850	51,912	61,700
Maintenance Services					
152-551800	Other Maintenance Agreement	1,650	3,000	2,150	3,000
Total Maintenance Services		1,650	3,000	2,150	3,000
TOTAL MUNICIPAL COURT		324,438	368,465	344,445	377,727

DEPARTMENT: PUBLIC AFFAIRS
DIVISION: 153 CUSTOMER RELATIONS/311
Fund: 101 General Fund

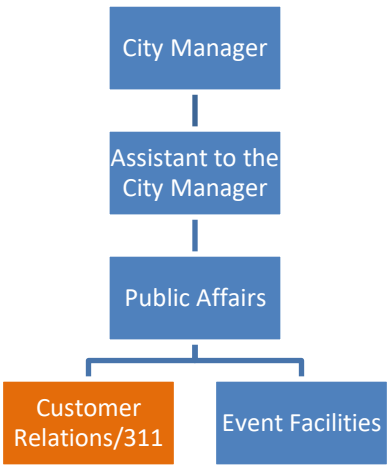
DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, 311 Customer Care connects callers with specially trained customer service representatives ready to assist with City service requests -- potholes, stray animals, street lights out, trash collection, special events and all other City requests. This division is under the supervision of the Communications Manager.

GOALS AND OBJECTIVES

- To provide excellent customer service to all callers
- To provide consistent and accurate information to all callers
- To reduce or eliminate abandoned calls
- To reduce or eliminate misrouted calls
- To improve call tracking capabilities to better analyze callers need for service

ORGANIZATIONAL CHART



CUSTOMER RELATIONS/311	2019-20	2020-21	2021-22
Customer Relations/311 Rep	2	2	2
Customer Relations/311 Rep (PT)	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Work Orders (initiated for other depts.)	604	600	600
Calls Received	53,351	55,000	54,000
Calls Not Answered	2,333	2,466	2,400
Average Calls Per Day Received	221	200	220

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$109,338	$113,979	$116,705
Supplies	99	100	100
Staff Support	800	527	430
Operating Equipment	0	0	0
Total	*$110,238*	*$114,606*	*$117,235*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 2.0% from the year end estimates due to personnel increases with the classification and compensation study recommendation.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES				
CUSTOMER RELATIONS-311				
Personnel Services				
153-511110 Regular	80,642	81,131	84,000	84,512
153-511120 Overtime	127	224	224	239
153-511180 LTD	47	197	-	-
153-511210 Longevity	1,774	2,038	2,038	2,302
153-511310 FICA - Employer	6,043	6,373	6,117	6,652
153-511350 TMRS - Employer	13,200	13,594	13,500	14,246
153-511410 Health - Employer	7,406	9,576	8,000	8,617
153-511500 Workers Compensation	99	106	100	137
Total Personnel Services	109,338	113,239	113,979	116,705
Supplies				
153-521100 Office Supplies	99	175	100	100
Total Supplies	99	175	100	100
Staff Support				
153-535100 Uniforms	196	180	180	180
153-535300 Memberships		100	97	-
153-535500 Training/Travel	604	175	250	250
Total Staff Support	800	455	527	430
Operating Equipment				
153-571000 Furniture & Fixtures	-	-	-	-
Total Operating Equipment	-	-	-	-
TOTAL CUSTOMER RELATIONS-311	110,237	113,869	114,606	117,235

DEPARTMENT: PLANNING & COMMUNITY DEVELOPMENT
DIVISION: 154 PLANNING & ZONING
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Planning & Zoning Division ensures planned and purposeful development within the City limits and the Extraterritorial Jurisdiction through an efficient, consistent, unbiased, and effective development review process to promote quality development. The Division provides direction to help citizens, businesses, and developers implement successful projects that will benefit the community. Division responsibilities include the review and processing of development projects, such as commercial site plans, plats, zone changes, specific use permits, and annexations; the research and development of long range plans and goals to guide the future of our City; and the creation of development codes to tailor our regulations around citizen needs and city goals. The Division frequently collaborates with other departments within the City, including Engineering, Fire, and Inspections, as well as other governmental agencies, in order to shape a suburban environment that prioritizes safety. The Division also provides guidance and staff recommendations to the City Council, Planning and Zoning Commission, Board of Adjustment, and the Capital Improvements Advisory Committee to help them best serve the residents of Schertz.

GOALS AND OBJECTIVES

- Implement new permitting/planning/Code Enforcement software to provide increased customer service, transparency, and efficiency on all development projects.

- Continue to assist property owners, developers, and engineers through our development process through timely and thorough project review.

- Review and update the Comprehensive Land Plan for the City, which will shape the future of Schertz to meet the desires and goals of the residents.

- Continue to reevaluate and modify regulations within the Schertz Unified Development Code to accommodate the evolving needs of our residents and make the development process more efficient and effective.

- Implement the Joint Land Use Study Strategies to promote compatibility of land uses and development with the long-range goals of Randolph AFB.

- Continue to update the website to provide improved customer service by updating forms, flowcharts, providing information on current residential and commercial developments, and providing information on public hearing on the city's webpage.

- Promote staff development including continued education and cross training to provide outstanding customer service.

- Continue to digitize previous years case files into the digital records retention system to improve access and availability.

- Continue to provide regular updates to the website feature and "What's Developing in Schertz" to ensure residents are provided information on current development projects within the City.

- Implement a yearly program to raise awareness for National Community Planning Month to include school presentations, community outreach via social media, and an article in the Schertz Magazine.

ACCOMPLISHMENTS

- Received the 2020 Certificate of Achievement for Planning Excellence by the American Planning Association – Texas Chapter which recognizes a commitment to professional planning by City Administration, Elected and Appointed Officials and exemplary professional standards demonstrated by the Planning Department for the seventh year in a row.

- Worked through the annexation process to send first letters, service plans, and delayed annexation agreements to the properties set to expire in 2020 and 2021. Was able to extend 48 annexation agreements set to expire in 2020. Communicated and received signed annexation extension agreements for an additional 58 properties to be executed in 2021 with a potential of an additional 24 properties to be completed within 2021.

- Successfully hired a Senior Planner to manage the Comprehensive Land Plan update.

- Maintained the partnership with Joint Base San Antonio (JBSA). Participated in the JBSA Technical Working Group for their Regional Compatible Use Plan update, to be completed in 2021.

- Transitioned to a fully digital submittal process and no longer requiring the submittal of any paper plans.

- Completed a UDC amendment in relation to Article 5 Section 21.5.8 Permitted Use Table, to allow restaurants or cafeterias, and Taverns by right in Main Street Mixed Use zoning district.

- Attended various continuing education classes including, National American Planning Association virtual conference, Certified Floodplain Manager training, Guadalupe County CHARM Resiliency Workshop, ICC Leadership Series, TML Open Meetings Act and Public Information Act training, Defensive Driving Basics training and Cybersecurity Training.

- Successfully provided the same level of customer service to all applicants while adapting to Covid-19 restrictions, to include all staff meetings, and pre-development meetings being completed via Microsoft Teams, utilizing Microsoft SharePoint, and Planner to ensure timelines were being met and to house all documentation for east of access by all staff members.

- Implemented new *ESRI* Story Map feature into our “What’s Developing in Schertz” website to make the site more user friendly and aesthetically pleasing.

- Completed weekly updates to the website feature, “What’s Developing in Schertz”, to provide information on new residential subdivisions and new commercial sites currently under construction to improve public relations and transparency, while providing useful, accessible information to the public.

ORGANIZATIONAL CHART



PLANNING AND ZONING	2019-20	2020-21	2021-22
Senior Planner	1	2	2
Planner I	2	2	2
TOTAL POSITIONS	3	4	4

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Plats	36	32	32
Site Plans and Master Plan	32	18	18
Variances/Waivers	13	5	5
Zone Changes and Specific Use Permits	12	15	15
UDC/ Comp. Plan Revisions	1	5	5
Annexation	0	4	4
All Plats	$52,500	$54,000	$54,000
Site Plan, Master Plan	$31,500	$23,000	$23,000
Variance	$3,250	$2,500	$2,500
Zone Change, Specific Use Permit	$18,800	$26,450	$26,450
Other (Zoning Letters and Additional Admin fees)	$4,500	$2,550	$2,550
Total Revenue			

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$179,471	$262,555	$288,574
Supplies	755	2,173	2,020
Operations Support	81	248	0
Staff Support	1,914	32,469	33,939
Professional Services	36	400,100	100
Operating Equipment	593	7,689	325
Total	*$182,850*	*$705,234*	*$324,958*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases by 53.9% from the FY 2020-21 year end estimate with the eliminations of $400,000 for the Comprehensive Land Use Plan, Parks Master Plan, and Unified Development Code update. This decrease is offset by increases in personnel for the Class and Compensation study recommendations.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
PLANNING AND ZONING					
Personnel Services					
154-511110	Regular	127,131	170,379	176,455	192,128
154-511120	Overtime	1,365	4,833	5,000	4,897
154-511180	LTD	92	547	547	-
154-511210	Longevity	1,296	1,330	1,330	1,016
154-511230	Certification Allowance	104	1,728	-	-
154-511310	FICA - Employer	9,494	14,098	14,098	15,147
154-511350	TMRS - Employer	20,895	30,072	30,072	32,437
154-511410	Health - Employer	18,932	34,825	34,824	42,645
154-511500	Workers Compensation	162	229	229	304
Total Personnel Services		179,471	258,041	262,555	288,574
Supplies					
154-521000	Operating Supplies	225	1,066	704	620
154-521100	Office Supplies	530	900	1,200	1,200
154-521600	Equipment Supplies	-	269	269	200
Total Supplies		755	2,235	2,173	2,020
Operations Support					
154-534200	Printing & Binding	81	186	248	-
Total Operations Support		81	186	248	-

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
154-535100	Uniforms	150	750	750	850
154-535300	Memberships	1,013	1,931	1,931	2,073
154-535400	Publications	254	500	500	500
154-535500	Training/Travel Staff	(297)	21,398	21,398	22,626
154-535500.0	Training/Travel Commission	794	7,390	7,390	7,390
154-535510	Meeting Expenses	-	500	500	500
Total Staff Support		1,914	32,469	32,469	33,939
Professional Services					
154-541400	Consulting	-	400,000	400,000	-
154-541500	State/County Admin Fees	36	100	100	100
Total Professional Services		36	400,100	400,100	100
Operating Equipment					
154-571000	Furniture & Fixtures	593	7,689	7,689	325
154-571200	Equipment	-	3,683	-	-
Total Operating Equipment		593	11,372	7,689	325
TOTAL PLANNING & ZONING		182,850	704,403	705,234	324,958

DEPARTMENT: 155 LEGAL SERVICES
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Attorney is the legal advisor to City Council and City Council's appointees, boards, commissions, committees, and staff. In addition, the City Attorney represents the City in all court cases where the City has an interest. Responsibilities of the City Attorney include providing legal advice to City Council, appointees, managers, boards, commissions, and committees in all legal matters; providing litigation and legal transaction services for the City and its enterprises; representing the City and its enterprises in employment matters; and reviewing, updating and maintaining the City Code.

GOALS AND OBJECTIVES

- To provide expert legal counsel on proposed ordinances.
- To attend all city council meetings, planning and zoning, and other meetings as needed and provide timely legal advice on proposed ordinances and related items.
- To represent the City in litigation.
- Prepare legal documents for City contracts and agreements.
- To provide counsel on strategic issues that will be of the most benefit the City.

ORGANIZATIONAL CHART



Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Operations Support	$4,342	$10,000	$10,000
Professional Services	$103,379	$120,000	$130,000
Total	*$107,722*	*$130,000*	*$140,000*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 7.7% from the FY 2020-21 year end estimate with the anticipated billable hours for legal services in FY 2021-22.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES				
LEGAL SERVICES				
Operations Support				
155-534100 Advertising/Legal Notices	4,342	10,000	10,000	10,000
Total Operations Support	4,342	10,000	10,000	10,000
Professional Services				
155-541200 Legal Services	103,379	140,000	120,000	130,000
Total Professional Services	103,379	140,000	120,000	130,000
TOTAL LEGAL SERVICES	107,721	150,000	130,000	140,000

DEPARTMENT: 164 CITY SECRETARY
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The position of City Secretary is a statutory position required by State law and the City Charter. The City Secretary's Office functions as a primary contact for citizens seeking information regarding the community, supports the City Council in the fulfillment of their duties and responsibilities as elected officials and provides daily assistance to all city administrative departments. The City Secretary serves as a member of the City Management Team and oversees the many functions of the City Secretary's Office, including election administration, record management and preservation and Council Services.

The City Secretary's Department supports, facilitates and strengthens the City of Schertz governmental process by recording all laws, resolutions, and ordinances approved by the City Council, preparing City Council agendas and giving notice of such meetings, countersigning or notarizing, as applicable, all contracts, commissions, and licenses, providing public information according to state guidelines, delivering continuity to the City of Schertz government by recording its legislative actions, both contemporary and archival, and serving as historian for the City, safeguarding and enriching the municipal election and records management processes, and assisting the City Council in fulfilling their goals.

GOALS AND OBJECTIVES

The goals and objectives of the City Secretary's Department are to provide the following services for the City of Schertz:

- Public Information requests.
- Agendas and minutes for public meetings.
- Ordinances and resolutions.
- Election administration.
- Publication of legal notices.
- Alcohol permits for businesses.
- Process Liens (filed and released)
- Provides for the identification, maintenance, retention, security, electronic storage, disposition, and preservation of City records.
- Administer oaths.
- Attest contracts, assessment of certificates, and other legal instruments when executed by officers of the City of Schertz.

- Public Education (Student Mayor/Council Program, Volunteer Fair)
- Proclamations from the Mayor's Office.
- Perform such other duties as may be required of the City Secretary by the City Charter, the City Council, City Management, and state law.

ORGANIZATIONAL CHART



CITY SECRETARY	2019-20	2020-21	2021-22
City Secretary	1	1	1
Deputy City Secretary	1	1	1
TOTAL POSITIONS	2	2	2

PERFORMANCE INDICATORS

Workload	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Ordinances Passed and Processed	36	41	41
Resolutions Passed and Processed	126	140	140
Council Meetings Attended	43	43	43
Open Records	451	450	450

Efficiency	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Ordinances & Resolutions Executed within 72 hours of Council Meeting	99%	100%	100%
Documents completed, signed, scanned within 48 hours of council approval	96%	100%	100%
Council meeting minutes transcribed within 48 hours following Council meeting	98%	99%	100%
Agendas available to citizens within legally required timeframe - Posted on website	100%	100%	100%
Alcohol permits processed within the month of expiration	70%	90%	90%

Education Initiatives	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Volunteer Fair	0	0	1
Student Mayor/Councilmember for the Day Program	1	1	2

Budget	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Personnel	$193,102	$190,842	$197,509
Supplies	910	1,150	1,150
City Support Services	7,213	6,000	10,000
Operations Support	0	150	150
Staff Support	5,232	2,800	6,450
Operating Equipment	0	400	1,000
Total	*$206,457*	*$201,342*	*$216,259*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 7.0% from the FY 2020-21 year end estimate due to personnel increases for the Class and Compensation study recommendations, as well as additional UDC updates, additional training, and Computer equipment.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
CITY SECRETARY					
Personnel Services					
164-511110	Regular	139,068	135,523	137,525	143,010
164-511180	LTD	95	420	95	-
164-511210	Longevity	1,804	2,068	1,804	2,072
164-511310	FICA - Employer	10,069	10,519	10,280	11,092
164-511350	TMRS - Employer	22,526	22,438	21,323	23,754
164-511410	Health - Employer	19,391	21,012	19,667	17,353
164-511500	Workers Compensation	148	175	148	228
Total Personnel Services		193,101	192,155	190,842	197,509
Supplies					
164-521100	Office Supplies	910	1,150	1,150	1,150
Total Supplies		910	1,150	1,150	1,150
City Support Services					
164-532700	Records Management	7,213	10,000	6,000	10,000
Total City Support Services		7,213	10,000	6,000	10,000
Operations Support					
164-534200	Printing & Binding	-	150	150	150
Total Operations Support		-	150	150	150
Staff Support					
164-535100	Uniforms	-	-	-	100
164-535300	Memberships	370	750	400	750
164-535400	Publications	901	600	400	600
164-535500	Training/Travel	3,962	3,000	2,000	5,000
Total Staff Support		5,233	4,350	2,800	6,450
Operating Equipment					
164-571000	Furniture & Fixtures	-	1,035	400	1,000
Total Operating Equipment		-	1,035	400	1,000
TOTAL CITY SECRETARY		206,457	208,840	201,342	216,259

DEPARTMENT: 167 NON-DEPARTMENTAL
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

This department accounts for expenses and payments that are not specific to an individual function/department. Items in this department include city insurance, appraisal district contracts, contingency, and the emergency medical services contract.

Budget	2019-20 Actual	2020-21 Estimated	2021-22 Budget
City Support Services	$487,024	$520,838	$880,500
Utility Services	0	7,123	0
Operations Support	194,378	140,000	140,000
City Assistance	1,914,550	1,378,784	1,315,645
Professional Services	73,575	83,700	88,775
Fund Charges/Transfers	374	10,750	27,979
Land Purchase	0	7,450	0
Total	*$2,669,901*	*$2,148,645*	*$2,452,899*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 14.2% from the FY 2020-21 year end estimate. Increased commercial insurance costs are offset by less tax abatement payments.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
NONDEPARTMENTAL					
City Support Services					
167-532200	County Appraisal District	240,279	242,000	242,000	245,000
167-532210	Tax Assessor/Collector-Sevice	0	6,000	-	-
167-532500	City Insurance-Commercial	243,251	233,700	265,000	265,000
167-532900	Contingencies	3,494	75,230	13,838	180,000
167-532901	Contingencies-Personnel	-	190,500	-	190,500
Total City Support Services		487,024	747,430	520,838	880,500
Utility Services					
167-533200	Electric Utility Services	-	7,123	7,123	-
TOTAL Utility Services		-	7,123	7,123	-
Operations Support					
167-534000	Postage	8,096	11,000	8,000	8,000
167-534300	Equipment Maint - Copiers	106,910	110,000	110,000	110,000
167-534500	Memberships - Organizations	8,900	-	-	-
167-534810	Electronic Filing Services	386	22,000	22,000	22,000
167-534999	Misc. Expense	70,086	-	-	-
Total Operations Support		194,378	143,000	140,000	140,000
Staff Support					
167-535500	Travel/Training	-	200	-	-
Total Staff Support		-	200	-	-
City Assistance					
167-537100	Emergency Medical Services	602,583	667,048	667,048	695,645
167-537200	Main Street Local Program	88,588	50,000	90,000	50,000
167-537450	Tax Reimbursements/Abatements	1,223,379	840,000	621,736	570,000
Total City Assistance		1,914,550	1,557,048	1,378,784	1,315,645
Professional Services					
167-541500	State/County Admin Fees	-	35	150	125
167-541600	Misc Bank Charges	746	700	750	750
167-541800	Credit Card Service Fee	69,943	50,000	80,000	85,000
167-541810	Credit Cards Fees - AMEX	2,886	2,800	2,800	2,900
Total Professional Services		73,575	53,535	83,700	88,775

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Fund Charges/Transfers					
167-548000	Transfer Out	-	17,229	-	-
167-548106	Transfer Out- Special Events	205	-	-	-
167-548204	Transfer Out - Drainage	-	-	-	17,229
167-548615	Transfer Out - Hist. Committee	169	10,750	10,750	10,750
Total Transfers		374	27,979	10,750	27,979
Capitalized Equipment					
167-581010	Land Purchase	-	-	7,450	-
Total Capitalized Equipment		-	-	7,450	-
TOTAL NONDEPARTMENTAL		2,669,901	2,536,315	2,148,645	2,452,899

DEPARTMENT: 170 PUBLIC AFFAIRS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Public Affairs Department serves an internal audience of 386 employees, elected and appointed officials, as well as an estimated city population of 41,000.

Public Affairs is responsible for establishing and maintaining internal and external communications that enhance the understanding, perception, and image of the City of Schertz. Public Affairs promotes, organizes and supports informational, educational, and special event activities that benefit the community and/or City employees through advertising, production of city videos, radio spots, print ads, press releases, email blasts, website and electronic sign ad creation and posting, and award submissions.

Public Affairs creates photographic/video/audio recording of City events and activities, designs City marketing materials, documents, hiring packets, graphics, logos, plaques, trophies, proclamations, etc.

Public Affairs publishes *Schertz Magazine,* one of the leading publications in the Tri County area with a circulation of 15,500 copies; including 14,000+ direct mailed and 500+ subscriptions. Over 1,000 magazines are distributed to businesses with hundreds of copies made available at local and regional banks, hospitals and clinics, schools, pharmacies, and restaurants.

Operations of the Event Facilities and 311 Customer Care are maintained under the umbrella of Public Affairs.

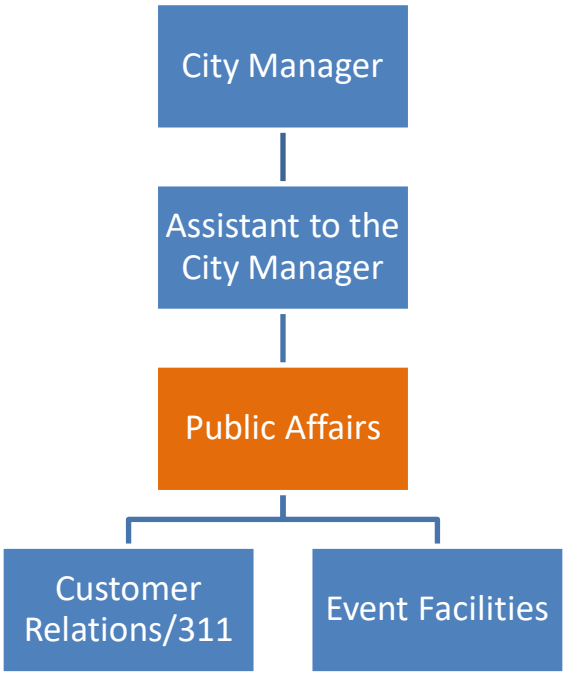
GOALS AND OBJECTIVES

- To be the primary source of City information for all current and potential residents and businesses.

- To disseminate accurate and timely information to residents and the media during emergency and non-emergency situations.

- To provide excellent customer service to all callers while providing accurate information.

ORGANIZATIONAL CHART



PUBLIC AFFAIRS	2019-20	2020-21	2021-22
Public Affairs Director	1	1	1
Communications Manager	1	1	1
Marketing and Communications Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Press Releases/News Flash	137	135	136
Marketing Materials Produced	414	400	450
Completed website work orders	28	40	50
Number of customers served (advertisers)	42	50	50
Number of Magazines Printed	187,399	186,000	192,000

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Percentage of Magazine Contracted	50%	50%	50%

Average cost per Advertising Run outside of the magazine	200	200	200

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Schertz Magazine Ad revenue	143,720	120,000	140,000
City Sponsored/Non-revenue	28,250	22,000	22,000
Percentage open rate for e-newsletter	20%	28.8%	27%
Percentage click rate for e-newsletter	8.7%	10.8%	10%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$297,026	$313,996	$320,138
Supplies	564	1,700	1,100
City Support Services	990	0	1,000
Operations Support	27,366	34,135	48,235
Staff Support	2,782	5,452	11,170
Professional Services	228,379	265,500	255,500
Total	*$557,109*	*$620,783*	*$637,143*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 2.6% from the FY 2020-21 year end estimate with the opening event for the new splash pad, added funds for printing and binding, and additional training. Personnel also increases with the classification and compensation study recommendation.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
PUBLIC AFFAIRS					
Personnel Services					
170-511110	Regular	212,791	212,564	220,000	223,050
170-511120	Overtime	247	981	200	1,010
170-511180	LTD	149	661	-	-
170-511210	Longevity	3,808	4,636	4,336	5,290
170-511230	Certification Allowance	650	488	200	1,248
170-511310	FICA - Employer	15,738	16,714	17,000	17,625
170-511350	TMRS-Employer	34,775	35,649	36,000	37,743
170-511410	Health-Employer	28,640	30,613	36,000	33,811
170-511500	Workers' Compensation	228	277	260	361
Total Personnel Services		297,026	302,583	313,996	320,138
Supplies					
170-521000	Operating Supplies	146	1,050	1,000	400
170-521100	Office Supplies	418	700	700	700
Total Supplies		564	1,750	1,700	1,100
City Support Services					
170-532800	Other Events	990	-	-	1,000
Total City Support Services		990	-	-	1,000
Operations Support					
170-534000	Postage	6,784	18,050	9,000	18,800
170-534100	Advertising	6,549	9,250	8,700	8,900
170-534200	Printing & Binding	13,633	20,450	16,000	20,000
170-534500	Memberships- Organizations	255	255	255	255
170-534550	Business Meetings/Networking	144	248	180	280
Total Operations Support		27,365	48,253	34,135	48,235
Staff Support					
170-535100	Uniforms	76	220	220	240
170-535400	Publications	88	200	-	200
170-535500	Training/Travel	2,278	8,780	5,000	10,480
170-535510	Meeting Expenses	341	240	232	250
Total Staff Support		2,783	9,440	5,452	11,170
Professional Services					

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
170-541300	Other/Consl/Prof Services	14,620	36,500	36,500	36,500
170-541305	Prof Services-Writers/Photogr	6,360	10,000	10,000	10,000
170-541350	Magazine-Printing	90,962	94,000	94,000	94,000
170-541355	Design Services	63,304	65,000	65,000	65,000
170-541360	Magazine-Postage	52,383	60,000	60,000	50,000
170-541365	Delivery Services	750	1,500	-	-
Total Professional Services		228,379	267,000	265,500	255,500
Operating Equipment					
170-571000	Furniture & Fixtures	-	-	-	-
Total Operating Equipment		-	-	-	-
TOTAL PUBLIC AFFAIRS		557,107	629,026	620,783	637,143

DEPARTMENT: 173 ENGINEERING
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Engineering Department serves as technical advisor to the City Manager, City Council, Executive Staff, and other City departments. Engineering collaborates with Public Works, Planning and Community Development, Economic Development, Parks and Recreation, and other departments, citizens, developers, and other governmental agencies in order to effectively plan and implement infrastructure improvement and development for the organized growth of the City. Engineering works with Public Works and Finance to development and implement the City's Capital Improvement Programs for water, wastewater, streets, and drainage. That responsibility includes the development and maintenance of infrastructure master plans; the prioritization of projects; the identification and procurement of project funding; and the management of the design and construction of necessary infrastructure.

The Engineering Department reviews applications for public and private land development for conformance with adopted engineering standards, policies, codes, and infrastructure master plans. Engineering Inspectors ensure that the construction of public infrastructure – both privately and publicly constructed – follows appropriate standards and specifications. Ensuring compliance promotes a safe community in which the essential services of the provision of water, wastewater, transportation, and drainage are available and arranged for fiscal sustainability.

The Engineering Department maintains standard construction details, technical specifications, and design guidelines.

The Transportation Safety Advisory Commission (TSAC) is staffed by the Engineering Department. The TSAC is a Commission that hears citizen input, considers transportation issues, and makes recommendations to City Council regarding traffic and transportation related matters throughout the City.

ORGANIZATIONAL CHART



ENGINEERING	2019-20	2020-21	2021-22
City Engineer	1	1	1
Engineer	3	3	3
Senior Graduate Engineer	1	1	1
Graduate Engineer	1	1	1
Engineering Inspector	2	2	2
TOTAL POSITIONS	8	8	8

ACCOMPLISHMENTS AND GOALS

FY 2019-2020 Accomplishments

- Along with other Departments, successfully managed the following Capital Improvement Projects (in various stages of completion):
  - Corbett Elevated Storage Tank and Associated Distribution Mains
  - Corbett Ground Storage Tank
  - Aviation Heights Water Main Replacements Phases 5-7
  - Ware Seguin to Lower Seguin and Greytown to Pfeil Loop Lines
  - Woman Hollering Creek Wastewater Trunk Main and Lift Station
  - Riata Lift Station Relocation
  - Crest Oak Sewer Line Upsize
  - FM 1518 Utility Relocations
  - 2018 Street Preservation and Maintenance Projects (including remedial efforts)
  - Trail and Bike Lane Project (technical support and contract administration for Parks)
  - Elbel Drainage and Resurfacing and Westchester Signalization
  - 2020 Street Preservation Resurfacing and Rehabilitation Projects
  - TriCounty Parkway Reconstruction
  - Fire Station 2 Drainage Improvement
  - Silt Removal Projects

- Update of Water and Wastewater Master Plans and updated Impact Fee Ordinance
- 16” Dedicated Transmission Main Route Study
- Collaborated with City of Cibolo and developer on the design and construction administration and inspection of the extension of the Ripps-Kreusler
- Collaborated with City of Cibolo and developer on the design and construction administration and inspection of the expansion of the portion of Cibolo Valley Drive within the City of Schertz
- Maintained strategic partnership with Texas Department of Transportation

FY 2020-2021 Goals

- Continue improvement and update of standard construction details, technical specifications, and design guidelines
- Continue support of development and implementation of comprehensive Capital Improvement Program including water, wastewater, drainage, and roadway projects
- Complete Water and Wastewater Master Plans and implement updated Impact Fee ordinance
- Provide efficient, clear review of construction plans and other development submittals
- Continue promotion of efficacy of TSAC activities and actions
- Continue successful partnership with TxDOT

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Capital Improvement Projects (number active)	9	16	11
Grading and Clearing Permits Issued	29	25	25
Grading and Clearing Permits Active (Average Monthly Concurrent Maximum)	47	48	45
Grading and Clearing Permits Active (Concurrent Maximum)	55	60	50
Grading and Clearing Permits Issued – acreage	278	200	250
Number of Non-Construction Plan Reviews (includes master plans, plats, site plans, etc.)	83	98	100
Residential Subdivision Construction – number of projects (completed projects)	1	3	3.8

Residential Subdivision Construction – dollar value of public improvements (completed projects)	$1.1 Million	$3.0 Million	$3.8 Million
Commercial Subdivision Construction – number of projects (completed projects)	4	5	3
Commercial Subdivision Construction – dollar value of public improvements (completed projects)	$2.3 Million	$4.6 Million	$2.0 Million

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$628,907	$809,312	$870,151
Supplies	1,173	2,350	2,750
City Support Services	432	500	0
Utility Services	6,302	4,500	5,500
Operations Support	31	93	150
Staff Support	4,981	12,128	17,310
Professional Services	15,791	75,000	40,000
Operating Equipment	1,755	900	1,400
Capital Outlay	0	0	0
Total	*$659,370*	*$904,783*	*$937,261*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Engineering Budget increases 3.6% from the year end estimate due to relatively minor adjustments to each budget category related to the Department's new location (away from previously shared space and supplies), increased fuel costs (higher price per gallon and miles travelled due to more active construction projects), and the fully-staffed department's capacity to manage additional tasks needing professional services assistance. Increased personnel expenses include pay adjustments related to implementation of the classification and compensation study.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
ENGINEERING					
Personnel Services					
173-511110	Regular	441,514	560,037	565,000	608,934
173-511120	Overtime	210	-	500	500
173-511180	LTD	318	1,736	-	-
173-511210	Longevity	6,246	8,047	6,218	8,532
173-511230	Certification Allowance	2,377	2,592	2,000	3,288
173-511310	FICA - Employer	31,334	43,632	44,000	47,498
173-511350	TMRS-Employer	72,013	93,068	94,000	101,718
173-511410	Health-Employer	72,666	96,363	95,000	105,333
173-511500	Workers' Compensation	2,228	2,762	2,594	3,606
Total Personnel Services		628,906	808,237	809,312	879,409
Supplies					
173-521000	Operating Supplies	260	1,000	1,000	500
173-521100	Office Supplies	877	1,000	1,000	2,000
173-521300	Motor Vehicle Supplies	37	350	350	250
Total Supplies		1,174	2,350	2,350	2,750
City Support Services					
173-532400	Computer Fees & Licenses	432	500	500	-
Total City Support Services		432	500	500	-
Utility Services					
173-533330	Telephone/Internet	2,044	850	-	-
173-533500	Vehicle Fuel	4,259	3,500	4,500	5,500
Total Utility Services		6,303	4,350	4,500	5,500
Operations Support					
173-534000	Postage	-	-	-	50
173-534200	Printing & Binding	31	100	93	100
Total Operations Support		31	100	93	150
Staff Support					
173-535100	Uniforms	1,153	3,338	3,338	4,630
173-535300	Memberships	1,207	2,420	2,000	2,550
173-535400	Publications	310	500	500	500
173-535500	Training/Travel	1,538	11,156	5,000	8,500
173-535510	Meeting Expenses	541	620	620	480
173-535600	Professional Certification	231	670	670	650
Total Staff Support		4,980	18,704	12,128	17,310

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Professional Services				
173-541100 Engineering Services	8,000	40,000	40,000	-
173-541300 Other Professional Services	7,791	35,000	35,000	40,000
Total Professional Services	15,791	75,000	75,000	40,000
Operating Equipment				
173-571000 Furniture & Fixtures	285	900	900	900
173-571300 Computer & Peripherals	1,470	2,985	-	500
Total Operating Equipment	1,755	3,885	900	1,400
Capitalized Equipment				
173-581200 Vehicles & Accessories over $5,000	-	-	-	-
Total Capitalized Equipment	-	-	-	-
TOTAL ENGINEERING DEPARTMENT	659,372	913,126	904,783	946,519

DEPARTMENT: 256 POLICE
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz Police Department provides service to approximately 32 square miles, with the City in three different counties. The police department receives thousands of calls for services annually through the communications division and dispatches for Police, Fire, Emergency Medical Service, and Animal Services. Additionally, the police department provides dispatch services for the City of Cibolo Police, Fire and Animal Services departments, and Schertz Emergency Medical Service dispatch for Cibolo, Marion, Seguin, and Santa Clara and other county areas. The Patrol Division provides a visible presence in the community, with the goal of crime prevention, crime reduction, traffic safety, and the promotion of overall public safety. The Investigations Division investigates incidents that occurred within the City, processes crime scenes, and follows up through prosecution with the County and District Attorneys of all three counties. The Records Unit receives and prepares cases for submission to County and District Attorneys. The School Resource Program provides a visible presence on the campuses within the City; makes educational presentations to the students and staff, along with investigating crimes on campus. The Animal Services Division is responsible for the enforcement of State laws and City ordinances regarding the care and treatment of animals, rabies control, and overall public health through disease and population control. The Community Outreach Officer interacts with Homeowner Associations, provides education and crime prevention programs to the community, and oversees the Citizens Police Academy and the Citizens on Patrol. Our Crime Victim Liaison protects the rights and assists in the needs of the crime victims in Schertz, Live Oak, and Cibolo

GOALS AND OBJECTIVES

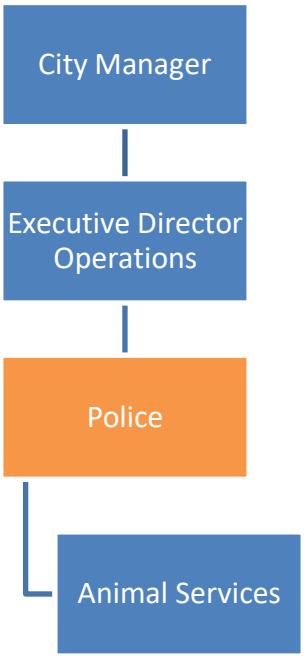
- Promoting a safe community through public education, community involvement, criminal investigations, enforcement action and other essential services.

- Enhance our citizens' quality of life by promoting a feeling of safety for all citizens and visitors to the city, including neighborhoods, commercial areas, parks and public facilities.

- To increase department participation in community programs and increase citizen interest and participation in police department programs which lends to an attractive, safe community and promotes economic prosperity.

- To enhance the recruitment of high quality officers/personnel to serve the citizens of Schertz and to retain those employees in which the City has already invested with an engaged workforce.

ORGANIZATIONAL CHART



POLICE	2019-20	2020-21	2021-22
Chief of Police	1	1	1
Assistant Chief of Police	1	1	1
Captain	0	1	1
Lieutenants	4	4	4
Sergeants	7	7	7
Corporals	15	14	13
Officers	35	36	37
Code Enforcement Officers	2	2	0
Sanitarian	1	1	0
Administrative Assistant	2	2	2
Records Manager	1	1	1
Records Clerk	2	2	2
Civilian Evidence Technician	1	1	2
Crime Victim Liaison	1	1	1
Animal Services Manager	1	1	1
Animal Services Officer	4	4	4
Animal Services Kennel Tech	1	3	3
PT Animal Services Kennel Tech	2	2	2
Communications Manager	1	1	1
Communications Shift Supervisor	4	4	4
Communications Officer	12	12	12
P/T Communications Officer (Irregular)	3	3	3
Crossing Guards (Part Time)	16	16	16
TOTAL POSITIONS	**117**	**120**	**118**

LAW ENFORCEMENT COMMISSIONS	2019-20	2020-21	2021-22
Fire Dept. Law Enforcement Commission	1	1	1
TOTAL COMMISSIONS	**1**	**1**	**1**

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Dispatch-911 Calls	26,713	27,400	28,100
Patrol-Citations/Warnings Issued	9,115	6,732	7,500
Inv-Criminal Cases Filed w/ Prosecutor	914	955	980
Inv-Cases Investigated per Investigator	279	275	295
Inv-Total Cases Cleared	254	282	300
Records-Total Active Alarm Permits	3,084	3,100	3,300
Records-Open Records Requests	2,543	1,800	2,500
Federal Seizures	$195,344	$30,000	$55,000
Crime Victim Liaison-Assigned Cases	236	520	560

Workload/Output Marshals Division	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Marshals			
Warrants Issued	1,468	1,243	1,350
Warrants Cleared	1,789	1,458	1,575
Animal Services			
Animals Taken In	1,157	1,175	1,200
Adoptions	369	465	450
Return to Owner	233	375	400
Transferred Out	227	230	230
Wildlife Release	132	95	100
Euthanized	82	50	55

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$6,309,734	$9,055,951	$8,773,439
Supplies	67,512	109,541	109,998
City Support Services	26,401	32,422	26,500
Utility Services	83,909	186,155	196,200
Operations Support	5,543	15,752	13,816
Staff Support	94,590	176,392	184,031
City Assistance	9,954	55,055	60,300
Professional Services	68,118	78,999	85,266
Maintenance Services	63,176	78,362	77,305
Rental/Leasing	44,544	0	16,800
Operating Equipment	297,109	202,380	186,748
Capital Outlay	533,569	519,642	525,837
Total	*$7,604,159*	*$10,510,651*	*$10,256,240*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases 2.4% from the FY 2020-21 year end estimates with the transfer of the code enforcement functions to the new Neighborhood Services division of Planning & Community Development. This decrease is partially offset by personnel increases include recommendations from the Class and Compensations study as well as increasing the minimum wage to $15 for applicable positions. The FY 2021-22 Budget will also include additional vehicle fuel and training in anticipation of more officer positions being filled.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC SAFETY					
EXPENDITURES					
POLICE					
Personnel Services					
256-511110	Regular	3,850,341	5,733,579	5,850,000	5,802,519
256-511120	Overtime	271,725	203,597	500,000	229,719
256-511180	LTD	3,497	17,540	-	-
256-511210	Longevity	110,398	100,958	115,000	113,900
256-511220	Clothing Allowance	64,078	73,253	73,250	71,635
256-511230	Certification Allowance	45,407	58,560	44,500	56,189
256-511310	FICA - Employer	385,589	460,285	486,000	468,561
256-511350	TMRS-Employer	843,649	992,314	1,000,000	1,011,718
256-511410	Health-Employer	696,388	921,512	939,808	994,993
256-511500	Workers' Compensation	38,662	50,471	47,393	63,481
Total Personnel Services		6,309,734	8,612,069	9,055,951	8,812,715
Supplies					
256-521000	Operating Supplies	40,977	60,641	60,513	52,143
256-521100	Office Supplies	6,102	8,500	6,776	7,500
256-521150	Child Safety Supplies	2,835	4,325	4,000	5,245
256-521200	Medical/Chem Supplies	308	28,300	28,132	28,510
256-521300	Motor Veh. Supplies	17,290	9,110	10,120	16,600
Total Supplies		67,512	110,876	109,541	109,998
City-Support Services					
256-532500	City-Insurance-Commercial	26,401	26,000	32,422	26,500
Total City Support Services		26,401	26,000	32,422	26,500
Utility Services					
256-533200	Electric Utility Service	571	29,400	24,508	29,400
256-533310	Telephone/Cell Phone	5,936	-	7,500	-
256-533330	Telephone/Internet	-	-	-	-
256-533410	Water Utility Service	-	21,600	12,447	15,000
256-533500	Vehicle Fuel	77,402	148,270	141,700	151,800
Total Utility Services		83,909	199,270	186,155	196,200
Operations Support					
256-534100	Advertising	1,654	450	5,000	6,150
256-534200	Printing & Binding	3,889	11,285	10,752	7,666
256-534800	Temp Staff Services	-	2,700	-	-
Total Operations Support		5,543	14,435	15,752	13,816

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
256-535100	Uniforms	35,923	73,333	47,900	59,839
256-535200	Awards	3,046	250	2,750	3,250
256-535210	Employee Recognition-Morale	4,625	5,500	5,206	5,900
256-535300	Memberships	2,876	3,620	3,441	3,525
256-535400	Publications	74	490	459	490
256-535500	Training/Travel	46,736	112,655	113,230	107,477
256-535510	Meeting Expenses	1,311	6,750	3,407	3,550
Total Staff Support		94,591	202,598	176,392	184,031
City Assistance					
256-537100	Medical Services	1,278	65,800	45,932	49,800
256-537800	Community Outreach	8,676	10,300	9,123	10,500
Total City Assistance		9,954	76,100	55,055	60,300
Professional Services					
256-541300	Prof Services/Consulting	68,118	70,803	69,003	74,186
256-541310	Contract Service - Crematory	-	800	706	800
256-541700	Microchip Service	-	10,280	9,290	10,280
Total Professional Services		68,118	81,883	78,999	85,266
Maintenance Services					
256-551400	Minor & Other Equip Maint	2,542	4,300	2,909	4,500
256-551700	Abatement/Lot Cleaning	8,943	20,000	12,753	5,000
256-551800	Other Maintenance Agreements	5,280	825	800	825
256-551810	Maintenance Agr. - Radios	46,410	65,580	61,900	66,980
Total Maintenance Services		63,175	90,705	78,362	77,305
Rental/Leasing					
256-561200	Lease/Purchase Payments	44,544	-	-	16,800
Total Rental/Leasing		44,544	-	-	16,800
Operating Equipment					
256-571000	Furniture & Fixtures	6,014	9,620	9,339	10,645
256-571200	Vehicles & Access. LESS $5,000	176,783	160,255	144,086	135,660
256-571300	Computer & Periphe. < $5000	67,147	29,270	24,237	15,260
256-571310	Computer Software	-	700	-	-
256-571600	Donation-Expense	125	-	552	-
256-571800	Equipment under $5,000	47,040	36,355	24,165	25,183
256-571800.2	Operating Equipment CVE	-	2,500	-	-
Total Operating Equipment		297,109	238,700	202,379	186,748

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Capitalized Equipment					
256-581200	Vehicles & Access. Over $5,000	324,804	333,485	317,310	357,592
256-581300	Computer & Periphe. > $5,000	-	18,680	18,677	45,500
256-581800	Equipment Over $5,000	208,765	194,155	183,655	122,745
Total Capitalized Equipment		533,569	546,320	519,642	525,837
TOTAL POLICE		7,604,159	10,198,956	10,510,650	10,295,516

DEPARTMENT: 257 FIRE RESCUE
FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Schertz Fire Rescue Department is a paid career department that responds to all fire and emergency service calls in the City of Schertz, the contracted areas of Guadalupe and Bexar Counties, and through mutual aid, the surrounding cities. All department members are certified as structural firefighters and emergency medical technicians through the Texas Commission on Fire Protection and the Texas Department of State Health Services, respectively. Schertz firefighters are highly trained with many holding advanced firefighter, medical, and multi-discipline specialized certifications. Schertz Fire Rescue has an active public education/fire prevention program that conducts code review and enforcement within the city. Fire and arson investigation services are maintained within the department.

GOALS AND OBJECTIVES

- Deliver comprehensive safety services of the highest quality.
    - Respond to 90% of City within 5 minutes from time of dispatch.
    - Pre-fire plan all commercial occupancies in the city once per year, and extra hazard occupancies twice per year.
- Support and maintain a safe, healthy, well trained, and high performing work force.
    - Improve training opportunities and encourage involvement in specialized operations.
    - Build upon area-wide technical rescue, hazardous materials, and wildland strike teams.
- Provide high quality medical first responder service as part of an integrated emergency medical service.
    - Encourage advanced medical training and certifications.
    - Support emergency medical operations through interdepartmental cooperation.
- Become the community resource for life safety knowledge and information regarding Schertz Fire Rescue.
    - Semi-Annual inspects all schools and nursing homes.
    - Encourage public speaking for all firefighters.
    - Maintain safe construction and occupancy within the city through code enforcement.
- Attract and maintain a qualified and diverse workforce.

- Encourage diverse applicants through career fairs and public education.
- Continue to apply for staffing grants through Department of Homeland Security.

ORGANIZATIONAL CHART



FIRE RESCUE	2019-20	2020-21	2021-22
Fire Chief	1	1	1
Assistant Chief	1	1	1
Emergency Management Coordinator	1	1	1
Fire Marshal	1	1	1
Deputy Fire Marshal	1	1	1
Battalion Chief	4	4	4
Lieutenant	9	9	9
Fire Apparatus Operator	9	9	9
Firefighter	18	18	18
Administrative Assistant	1	1	1
TOTAL POSITIONS	46	46	46

PERFORMANCE INDICATORS

Input	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Number of Commercial Occupancies	955	1018	1035
Total staffing	45	45	46
Suppression staffing	39	39	39
Prevention staffing	2	2	2
Support staffing (command/training/admin)	4	4	5
Number of fire stations	3	3	3
Number of full-time engine companies	3	3	3

Workload/Output	2019-20 actual	2020-21 Estimate	2021-22 Budget
Number of incidents	3,753	4,000	4,150
Unit Responses (# calls for all units responding to all emergencies)	5,257	5,730	5,900
Buildings preplan contacts			
Community Contact (citizen contact)	6,538	12,000	14,000
Fire Inspections Conducted	463	450	550
Plan Reviews Completed	205	260	260
Training Hours Provided	7,949	10,504	11,500

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Average Drive Time (Minutes)	5.51	5.45	5.40
% Drive Time < 4 Minutes	31%	32%	31%
% of Buildings Preplanned	100%	100%	100%
% Prevention Contacts	29%	29%	29%
Inspections per Inspector	262/237	272/206	260/200
Training Hours/Employee	205	318	320

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$4,332,478	$5,708,663	$5,528,718
Supplies	17,662	22,655	22,555
City Support Services	0	1,500	0
Utility Services	76,715	86,000	80,000
Operations Support	770	2,000	3,000
Staff Support	174,502	197,800	199,225
City Assistance	23,618	23,000	23,000
Professional Services	61,221	70,000	63,600
Maintenance Services	40,123	63,400	81,500
Other Costs	16,321	6,895	10,000
Rental/Leasing	8,990	10,600	27,000
Operating Equipment	187,806	144,800	120,000
Capital Outlay	116,405	287,620	447,500
Total	*$5,056,610*	*$6,624,933*	*$6,606,098*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 0.3% from the FY 2020-21 year end estimate.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC SAFETY					
EXPENDITURES					
FIRE RESCUE					
Personnel Services					
257-511110	Regular	2,660,168	3,264,807	3,700,000	3,595,049
257-511120	Overtime	245,103	425,000	425,000	268,674
257-511180	LTD	2,149	9,583	-	-
257-511210	Longevity	65,678	71,860	71,860	74,460
257-511220	Clothing Allowance	13,800	13,478	14,000	13,478
257-511230	Certification Allowance	38,035	47,597	32,000	47,597
257-511310	FICA - Employer	255,633	290,749	314,000	304,702
257-511350	TMRS-Employer	583,915	620,129	625,000	652,521
257-511410	Health-Employer	446,229	489,772	500,000	543,697
257-511500	Workers' Compensation	21,768	28,544	26,803	36,499
Total Personnel Services		4,332,478	5,261,519	5,708,663	5,536,677
Supplies					
257-521000	Operating Supplies	4,342	7,500	6,500	6,000
257-521100	Office Supplies	3,179	3,200	3,000	3,400
257-521200	Medical/Chem Supplies	9,046	11,065	10,955	10,955
257-521300	Motor Veh. Supplies	469	1,000	1,000	1,000
257-521600	Equip Maint Supplies	627	1,200	1,200	1,200
Total Supplies		17,663	23,965	22,655	22,555
City Support Services					
257-532350	Software Maintenance	-	-	1,500	-
Total City Support Services		-	-	1,500	-
Utility Services					
257-533100	Gas Utility Service	5,513	7,000	7,000	7,000
257-533200	Electric Utility Service	20,846	25,000	20,000	25,000
257-533320	Telephone/Air Cards	-	3,000	3,000	-
257-533330	Telephone/Internet	-	-	-	-
257-533410	Water Utility Service	20,173	3,600	18,000	10,000
257-533500	Vehicle Fuel	30,183	38,000	38,000	38,000
Total Utility Services		76,715	76,600	86,000	80,000
Operations Support					
257-534100	Advertising	-	150	-	-
257-534200	Printing & Binding	770	2,000	2,000	3,000
Total Operations Support		770	2,150	2,000	3,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
257-535100	Uniforms	84,987	99,100	99,100	102,225
257-535210	Employee Recognition-Morale	4,561	4,700	4,700	4,700
257-535300	Memberships	3,307	3,500	3,500	3,800
257-535400	Publications	1,472	2,300	3,000	2,500
257-535500	Training/Travel	69,897	73,000	73,000	75,000
257-535510	Meeting Expenses	2,783	4,500	4,500	3,000
257-535600	Professional Certification	7,493	10,000	10,000	8,000
Total Staff Support		174,500	197,100	197,800	199,225
City Assistance					
257-537800	Crime/Fire Prevention	23,618	23,000	23,000	23,000
Total City Assistance		23,618	23,000	23,000	23,000
Professional Services					
257-541300	Other Professional Services	61,221	82,704	70,000	63,600
Total Professional Services		61,221	82,704	70,000	63,600
Maintenance Services					
257-551400	Minor & Other Equip Maint	882	2,500	2,000	1,500
257-551800	Other Maintenance Agreements	19,393	43,500	31,400	40,000
257-551810	Maintenance Arg. Radios	13,440	15,000	15,000	15,000
257-551900	Construction	6,408	29,562	15,000	25,000
Total Maintenance Services		40,123	90,562	63,400	81,500
Other Costs					
257-554200	Deployment-Reimb-TIFMAS	16,321	-	6,895	10,000
Total Other Costs		16,321	-	6,895	10,000
Rental/Leasing					
257-561200	Lease/Purchase Payments	8,990	13,500	10,600	27,000
Total Rental/Leasing		8,990	13,500	10,600	27,000
Operating Equipment					
257-571000	Furniture & Fixtures	15,050	22,000	20,000	12,000
257-571200	Vehicles & Access. LESS $5,000	55,242	10,000	10,000	11,000
257-571300	Computer & Periphe. < $5000	18,923	18,000	18,000	8,000
257-571310	Computer Software	7,167	15,000	10,000	8,000
257-571400	Communication Equip LESS $50(	43,315	18,000	18,000	10,000
257-571600	Police/Fire/Medical Equipment	39,021	51,955	52,000	55,000
257-571800	Equipment under $5,000	9,089	16,798	16,800	16,000
Total Operating Equipment		187,807	151,753	144,800	120,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Capitalized Equipment					
257-581200	Vehicles & Access. Over $5,000	79,649	134,000	134,000	379,000
257-581400	Communication Equip Over $500(	-	135,000	130,000	50,000
257-581600	Donation-Expense	21,798	-	1,300	1,000
257-581800	Equipment Over $5,000	14,957	22,000	22,320	17,500
Total Capitalized Equipment		116,404	291,000	287,620	447,500
TOTAL FIRE RESCUE		5,056,610	6,213,853	6,624,933	6,614,057

DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT
DIVISION: 258 BUILDING INSPECTIONS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Building Inspections Division assists customers seeking permits and inspections for various residential and commercial construction projects. The Division is responsible for maintaining health, safety, and welfare through professional review of building plans, permits and performing inspections to ensure consistency of the City's adopted building codes and ordinances. Staff works closely with citizens, contractors, builders, developers, and other City Departments to assist in creating an attractive and safe community.

GOALS AND OBJECTIVES

- Implement new permitting/planning/Code Enforcement software to provide increased customer service, transparency, and efficiency on all development projects.

- Continue to improve department processes and procedures to expedite the plan review and permitting process.

- Strive to provide superior customer service through courteous and professional relationships with the community.

- Continue to train counter staff to interpret building code regulations with the goal to successfully guide customers through the permit and inspection process.

- Continue to promote the use of automated technology and website improvements to streamline the permitting process, inspection process and online payment process.

- Continue to provide a high level of professional services to the varied stakeholders served, including builders, developers, landowners, neighborhood groups, business owners, appointed officials and Council members, and citizens of the community.

- Promote continuous staff development and cross training to improve efficiency and customer service by increasing the technical knowledge of staff.

- Continue to expand efforts for community education of Building Safety through the City of Schertz Building Safety Month activities.

ACCOMPLISHMENTS

- Focus on training opportunities for staff. Staff attended various continuing education classes virtually related to building code regulations, the Master Exam Prep Class for Plumbing, Coaching and Teambuilding Skills for Managers and Supervisors, ADA Accessibility Training, various webinars for inspector training, and training to maintain active Plumbing Licenses and Master Electrical Licenses.

- Improved upon the website with the addition of graphic brochures for permitting, carports, sheds as well as created Citizen Information brochures that help provide more detail related to permitting and inspection for a home construction project.

- Continued the yearly program to raise awareness for Building Safety Month which included safety tips on the City social media site and an article in the Schertz Magazine.

- Successfully shifted to digital plan review, online permit application submittal, online payments to improve the customer experience.

- Department process changes and the use of the Office 365 components has helped staff to manage permit projects more efficiently and reduced plan review timeframes.

- Continuously reviewed and improved the online inspection request system based on customer input to improve communication between customers and staff.

- Staff conducted virtual meetings through Microsoft Teams to continue daily business with contractors and developers.

- Created a Building Permit Fee Calculator for the website that allows developers, contractors, and residents the ability to calculate their permit fees.

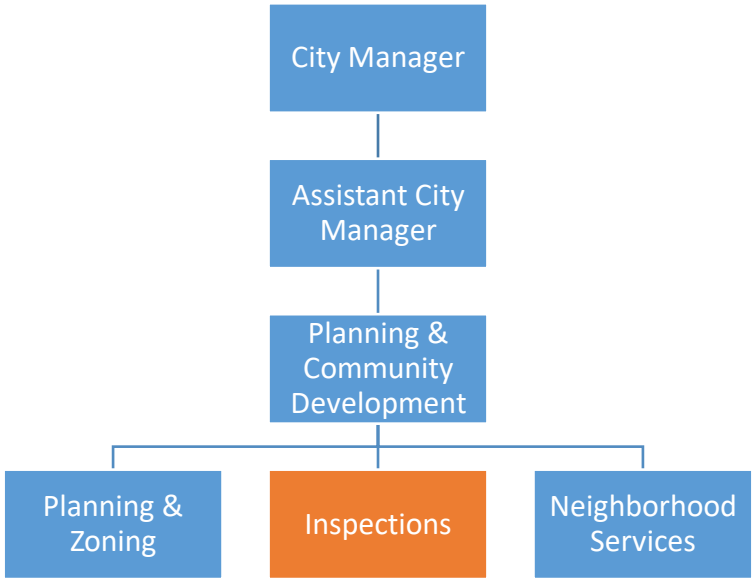
- Introduced a Residential Video Inspection Program which allowed residents, contractors, and the city inspectors the ability to conduct virtual

inspections on certain building projects while keeping safety a priority for all during the pandemic.

- Residential Master Building Plan was introduced to allow production builders who builds the same model of homes a number of times the ability to seek approval for a master home plan and reduce the plan review time.

- Successfully adopted and implemented new Building Codes in order to ensure the health and safety of Schertz residents.

ORGANIZATIONAL CHART



INSPECTIONS	2019-20	2020-21	2021-22
Dir. of Planning & Comm. Dev.	1	1	1
Administrative Assistant	1	1	1
Chief Building Official	1	1	1
Plans Examiner	1	1	1
Building Inspector	5	5	5
Permit Technician	2	2	2
Development Specialists*	1	1	1
TOTAL POSITIONS	12	12	12

*Split with Utility Billing

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
New Residential Construction	357	366	366
New Commercial Construction	16	18	18
Reroof Permits	315	344	344
Accessory/Temporary Building Permits	34	44	44
Deck/Patio Permits	73	118	118
Sign Permits	74	96	96
Other Permits	1,581	1,784	1,784
Mechanical Permits	898	900	900
Electric Permits	721	790	790
Plumbing Permits	1,104	1,255	1,255
Total Permit/License/Fee Revenue	$2,203,622	$2,354,035	$2,354,035

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Standard Inspections (i.e. framing) and Re-Inspections	13,161	14,000	14,000

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$837,530	$878,660	$941,425
Supplies	$1,516	$5,076	$5,100
Utility Services	$4,285	$8,400	$8,400
Operations Support	$155	$750	$850
Staff Support	$16,155	$41,261	$41,446
Professional Services	$42,475	$70,000	$70,000
Operating Equipment	$1,079	$650	$650
Capital Outlay	0	$27,381	0
Total	*$903,194*	*$1,032,178*	*$1,067,871*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 3.5% from the FY 2020-21 year end estimate with the implementation of the classification and compensation recommendation and an additional Building Inspector position. This increase is offset by a decrease

in capital outlay with the elimination of a vehicle that was purchased during FY 2020-21.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC SAFETY				
EXPENDITURES				
INSPECTIONS				
Personnel Services				
258-511110 Regular	584,720	608,575	600,000	644,618
258-511120 Overtime	7,943	15,212	12,000	15,666
258-511180 LTD	438	1,889	-	-
258-511210 Longevity	13,073	12,809	11,506	11,025
258-511230 Certification Allowance	300	873	1,200	288
258-511310 FICA - Employer	43,092	48,727	46,400	51,343
258-511350 TMRS - Employer	96,045	103,933	100,000	109,952
258-511410 Health - Employer	90,583	104,162	106,000	126,884
258-511500 Workers Compensation	1,335	1,655	1,554	2,178
Total Personnel Services	837,529	897,835	878,660	961,954
Supplies				
258-521000 Operating Supplies	532	1,600	1,600	1,300
258-521100 Office Supplies	808	2,400	2,400	2,400
258-521300 Motor Vehicle Supplies	175	576	576	900
258-521600 Equip Maint Supplies	-	500	500	500
Total Supplies	1,515	5,076	5,076	5,100
Utility Services				
258-533500 Vehicle Fuel	4,285	8,400	8,400	8,400
Total Utility Services	4,285	8,400	8,400	8,400
Operations Support				
258-534200 Printing & Binding	155	1,000	750	850
Total Operations Support	155	1,000	750	850

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
258-535100	Uniforms	4,195	8,690	8,690	8,900
258-535300	Memberships	408	745	745	705
258-535400	Publications	93	2,298	2,298	2,400
258-535500	Training/Travel	9,444	23,341	23,341	23,341
258-535510	Meeting Expense	430	2,100	2,100	1,900
258-535600	Professional Certifications	1,586	4,087	4,087	4,200
Total Staff Support		16,156	41,261	41,261	41,446
Professional Services					
258-541300	Other Consult/Prof Service	42,475	70,000	70,000	70,000
Total Professional Services		42,475	70,000	70,000	70,000
Operating Equipment					
258-571000	Furniture & Fixtures	1,079	650	650	650
258-571200	Vehicles & Accessories < $5,000	-	-	-	-
Total Operating Equipment		1,079	650	650	650
Capital Outlay					
258-581200	Vehicles & Access. over $5,000	-	-	27,381	-
Total Capital Outlay		-	-	27,381	-
TOTAL INSPECTIONS		903,194	1,024,222	1,032,178	1,088,400

DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT
DIVISION: 259 Neighborhood Services
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Neighborhood Services Division focuses on providing protection and enforcement services to the public in order to minimize environmental and consumer health hazards. This is achieved through the promotion of public health and safety best practices to ensure compliance with state and local health codes.

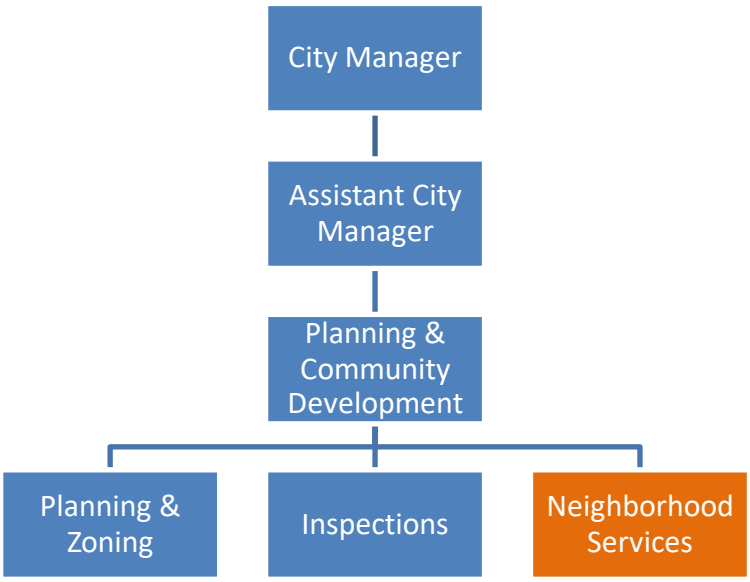
The department seeks to protect the City of Schertz through the investigating and abatement of the following: Trash, Rubbish, Debris, Junked Vehicles, Tall Weeds/Grass, Mosquito Harbors, Unmaintained Pools, and Substandard Structures.

In addition, the department ensures food safety for all food establishments, ensures the safety of all public and semi-public aquatic facilities, and responds to citizen complaints concerning a verity of public health/quality-of-life concerns.

GOALS AND OBJECTIVES

- Protect the community from environmental and health hazards.
- To provide quality education and enforcement of city codes and ordinances so that Schertz is a great livable community.
- Work hand-in-hand with community stakeholders to increase and maintain a high quality of life.
- Provide interdepartmental assistance and direction when enforcing city regulation.

ORGANIZATIONAL CHART



Neighborhood Services	2019-20	2020-21	2021-22
Manager	0	0	1
Code Enforcement Officers	0	0	2
Sanitarian	0	0	1
TOTAL POSITIONS	**0**	**0**	**4**

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	NA	NA	$308,779
Supplies	NA	NA	4,519
Utility Services	NA	NA	15,000
Operations Support	NA	NA	3,419
Staff Support	NA	NA	23,393
Professional Services	NA	NA	2,500
Maintenance Services	NA	NA	16,000
Operating Equipment	NA	NA	325
Total	*NA*	*NA*	*$373,935*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at $373,935. This division was included in the Police Department and will now be a separate division reporting to Planning & Community Development.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC SAFETY					
EXPENDITURES					
Neighborhood Services					
Personnel Services					
259-511110	Regular	-	-	-	225,346
259-511120	Overtime	-	-	-	4,664
259-511210	Longevity	-	-	-	2,721
259-511220	Clothing Allowance				3,506
259-511230	Certification Allowance	-	-	-	1,090
259-511310	FICA - Employer	-	-	-	18,026
259-511350	TMRS - Employer	-	-	-	38,880
259-511410	Health - Employer	-	-	-	16,645
259-511500	Workers Compensation	-	-	-	1,416
Total Personnel Services		-	-	-	312,294
Supplies					
259-521000	Operating Supplies	-	-	-	1,044
259-521100	Office Supplies	-	-	-	1,000
259-521300	Motor Vehicle Supplies	-	-	-	1,725
259-521600	Equip Maint Supplies	-	-	-	750
Total Supplies		-	-	-	4,519
Utility Services					
259-533500	Vehicle Fuel	-	-	-	15,000
Total Utility Services		-	-	-	15,000
Operations Support					
259-534200	Printing & Binding	-	-	-	3,419
Total Operations Support		-	-	-	3,419
Staff Support					
259-535100	Uniforms	-	-	-	6,100
259-535300	Memberships	-	-	-	450
259-535400	Publications	-	-	-	1,190
259-535500	Training/Travel	-	-	-	13,550
259-535510	Meeting Expense	-	-	-	200
259-535600	Professional Certifications	-	-	-	1,903
Total Staff Support		-	-	-	23,393
Professional Services					
259-541300	Other Consult/Prof Service	-	-	-	2,500
Total Professional Services		-	-	-	2,500
Maintenance Services					

259-551700	Abatement/Lot Cleaning	-	-	-	15,000
259-551810	Maintenance Agr.-Radios	-	-	-	1,000
Total Maintenance Services		-	-	-	16,000
Operating Equipment					
259-571000	Furniture & Fixtures <$5,000	-	-	-	325
Total Operating Equipment		-	-	-	325
TOTAL NEIGHBORHOOD SERVICES		-	-	-	377,450

DEPARTMENT: PUBLIC WORKS
DIVISION: 359 STREETS
FUND: 101 GENERAL FUND

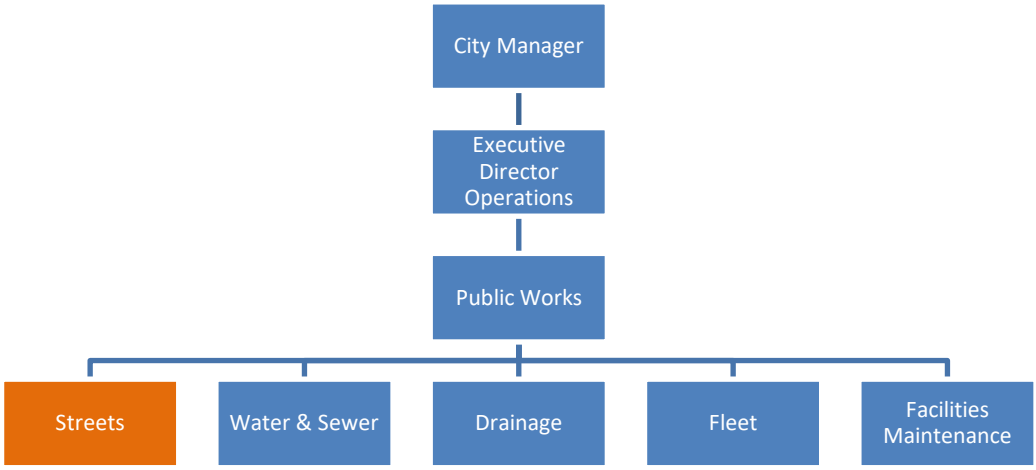
DEPARTMENT DESCRIPTION

The Street Department provides high quality service in design, construction, and renovation of streets and continues to perform services in a customer service first manner to meet the needs of the citizens. Provides safe and efficient movement of the people and goods through a well-designed, operated, and maintained transportation network. Evaluates affordability and efficiency options for providing street maintenance services. Chipping service is provided as requested by the residents. The Street Division assists other departments as needed.

GOALS AND OBJECTIVES

- Apply preventative maintenance strategies to extend the life of City streets and reduce unscheduled maintenance.
- Plan, design, construct, operate, and maintain traffic functions, traffic control devices, street resurfacing and rehabilitation, street lights, street signs, street sweeping, and crosswalk signals.
- Emphasize safety to our employees to reduce preventable accidents.
- Provide traffic counts and speed information on specific streets as requested.
- Design and prepare street maintenance plans, pothole patching, and sidewalk construction.

ORGANIZATIONAL CHART



STREETS	2019-20	2020-21	2021-22
Public Works Manager Streets/Drainage	1	1	1
Street Supervisor	1	1	1
Foreman	1	1	1
Street Worker II	6	6	6
Street Worker I	8	8	8
TOTAL POSITIONS	17	17	17

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Street Sweeping hours	1252	1284	1512
Number of signs produced	975	992	1000
Quantity of asphalt purchased (tons)	248	350	400
Special projects (Hours)	131	900	800
Street centerline miles	163	165	167

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Annual cost to operate street sweepers (operators and fuel)	118,450	122,003	125,663
Cost per ton of asphalt	45	45	45
Approved daily budget expenditures for operation	4,561	4,447	4323

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Hours spent on roadway maintenance	2340	2380	2600

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$751,943	$763,966	$988,614
Supplies	100,976	126,650	167,950
City Support	2478	0	6,000
Utility Services	179,334	172,600	180,600
Staff Support	16,083	17,254	22,120
Professional Services	9,765	18,000	20,000
Maintenance Services	151,779	334,992	285,500
Rental/Leasing	1,900	5,000	5,000
Operating Equipment	56,635	30,517	71,000
Capital Outlay	250,531	32,023	159,200
Total	*$1,521,424*	*$1,501,002*	*$1,905,984*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 27.0% from the FY 2020-21 year end estimate for the Class and Compensation study recommendation and raising applicable positions minimum wage to $15/hour. In addition to personnel expenses, FY 2021-22 budget includes funds for street light replacements and a new street sweeper.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC ENVIRONMENT					
EXPENDITURES					
STREETS					
Personnel Services					
359-511110	Regular	491,757	602,025	495,927	640,785
359-511120	Overtime	8,099	6,240	10,400	6,240
359-511180	LTD	389	1,868	389	-
359-511210	Longevity	16,786	19,162	12,472	18,074
359-511230	Certification Allowance	1,685	3,368	2,000	4,656
359-511310	FICA - Employer	37,636	47,813	40,070	50,805
359-511350	TMRS - Employer	82,680	102,545	83,702	109,409
359-511410	Health - Employer	97,233	131,464	100,817	154,187
359-511500	Workers Compensation	15,678	19,370	18,189	25,444
Total Personnel Services		751,943	933,855	763,966	1,009,600
Supplies					
359-521000	Operating Supplies	2,323	3,750	3,750	3,750
359-521050	Operating Supplies-Street Sig	37,663	38,500	40,000	50,000
359-521052	Operating Supplies-Dept. Signs	-	-	-	10,000
359-521055	Operating Supplies-StreetMain	58,311	80,000	80,000	100,000
359-521100	Office Supplies	398	400	400	400
359-521200	Medical/Chemical Supplies	625	2,000	1,900	2,000
359-521300	Motor Vehicle Supplies	1,657	1,800	600	1,800
Total Supplies		100,977	126,450	126,650	167,950
City Support Services					
359-532800	EMPLOYEE APPRECIATION EVEN	2,478	-	-	6,000
TOTAL City Support Services		2,478	-	-	6,000
Utility Services					
359-533200	Electricity Utility Service	148,268	140,000	140,000	140,000
359-533210	Utilities - Poles	-	-	-	-
359-533410	Water Utility Service	562	-	600	600
359-533500	Vehicle Fuel	30,504	36,000	32,000	40,000
Total Utility Services		179,334	176,000	172,600	180,600

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
359-535100	Uniforms	14,355	13,500	9,634	14,500
359-535300	Memberships	-	-	-	-
359-535500	Training/Travel	1,187	5,000	5,000	6,420
359-535510	Meeting Expense	541	1,200	1,200	1,200
359-535600	Professional Certifications	-	1,420	1,420	-
Total Staff Support		16,083	21,120	17,254	22,120
Professional Services					
359-541310	Contractual Services	9,765	18,000	18,000	20,000
Total Professional Services		9,765	18,000	18,000	20,000
Maintenance Services					
359-551400	Minor & Other Equip. Maintenance	-	500	500	500
359-551600	Outsourced Street Maintenance	151,779	325,992	334,492	200,000
359-551650	Sidewalk Maintenance	-	-	-	85,000
Total Maintenance Services		151,779	326,492	334,992	285,500
Rental Equipment					
359-561100	Rental Equipment	1,900	4,000	5,000	5,000
Total Rental Equipment		1,900	4,000	5,000	5,000
Operating Equipment					
359-571000	Furniture & Fixtures	240	300	-	2,000
359-571200	Vehicles & Access under $5,000	-	5,000	3,500	-
359-571750	Street Crossing Minor Imprvmnt	55,194	-	22,517	65,000
359-571800	Equipment under $5,000	1,201	6,500	4,500	4,000
Total Operating Equipment		56,635	11,800	30,517	71,000
Capital Outlay					
359-581200	Vehicles & Access. over $5,000	250,025	35,023	32,023	-
359-581750	Street Crossing Improvements	506	-	-	-
359-581800	Equipment over $5,000	-	-	-	159,200
Total Capital Outlay		250,531	35,023	32,023	159,200
TOTAL STREETS		1,521,425	1,652,740	1,501,002	1,926,970

DEPARTMENT: 460 PARKS, RECREATION AND COMMUNITY SERVICES

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Parks, Recreation, and Community Services department oversees the maintenance and management of approximately 400 acres of park land, to include the maintenance of municipal facilities, creek ways, swimming pools, park irrigation systems, trails, restrooms, pavilions, open space, playground equipment, benches, picnic tables, lighting, mowing contracts oversight, campus formal bed maintenance contracts, and oversight of athletic field maintenance by sports associations (Buffalo Valley Youth Association and Schertz Youth Soccer Alliance). It conducts community-wide tree planting and beautification programs. Acquires, designs, constructs, and renovates existing and additional park land and facilities. It provides citizen input and communication venues utilizing the Parks and Recreation Advisory Board, community surveys, and community meetings. It plans and implements over 50 special events, recreation programs, and parades. The Director of Parks, Recreation, and Community Services oversees the budgets for Parks, Swimming Pools, Tree Mitigation, Parkland Dedication, and the Special Events Fund. In addition, the Director oversees and manages the contracts with the YMCA of Greater San Antonio for the staffing and programming of the Recreation Center, the Schertz Area Senior Center, the Schertz Aquatics Center, and the outdoor pools at Pickrell Park and Wendy Swan Memorial Park.

GOALS AND OBJECTIVES

- Continue to develop a system of parks, open space, recreational facilities, and leisure services that will meet the needs of an expanding community.

- Implement the on-going Parks and Open Space Master Plan recommendations and priorities to keep pace with the needs of an expanding community.

- Continue the development of trails and greenbelts to improve connectivity among parks, neighborhoods, churches, schools, public facilities, and municipal buildings.

- Provide recreational and leisure opportunities to City of Schertz residents of all ages through the provision of high quality parks and recreational facilities, swimming pools, and senior center.

- Continue to expand our internal, recreation services program through our Music & Movies in the Park series, restructuring of our established special events, and introduction of more adult-oriented sports opportunities.

- Continue to expand our nature park educational opportunities through more organized, structured site tours and programming accomplished through partnerships with the Friends of Crescent Bend Nature Park, members of the local birding community, and the local school district (SCUCISD).

ORGANIZATIONAL CHART



PARKS, RECREATION & COMMUNITY SERVICES	2019-20	2020-21	2021-22
Director of Parks, Recreation & Community Services	1	1	1
Administrative Assistant	1	1	1
Parks Manager	1	1	1
Park Maintenance Crew Supervisor	1	1	1
Park Maintenance Technician I	5	5	5
Park Worker I, Part Time	1	1	1
Seasonal Park Workers	1	1	1
Events Manager	1	1	1
Events Specialist	1	1	1
TOTAL POSITIONS	13	13	13

PERFORMANCE INDICATORS

Workload/Outputs	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Total Acres of Park Land Managed	401.11	401.11	425.31
Total Acres of City Campuses Managed	48.68	52.37	36.03
Total Acres of Land Managed Per FTE	89.96	75.78	75.58
Total Miles of Trails Managed		25	25.6
Special Events, Programs & Parades	50	50	50

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Acres of Contractual Mowing	119.40	123.09	123.09
Acres of Athletic Association Maintenance	70.02	70.02	70.02
Hours of Volunteer Service	800	500	500
Hours of Athletic Association Service	1,200	1,200	1,200

Effectiveness	2019-20 actual	2020-21 Estimate	2021-22 Budget
Cost Benefit for Athletic Association Field Maintenance	$550,000	$550,000	$550,000
Cost Benefit for Volunteer Hours	$12,000	$7,500	$7,500
Special Events Attendance	30,000	15,000	25,000
Youth Sports Registrations (BVYA & SYSA)	3,800	1,900	3,800

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$591,086	$714,711	$750,047
Supplies	81,491	103,382	84,350
City Support Services	60,684	145,567	136,000
Utility Services	221,616	246,000	246,000
Operations Support	1,677	1,500	2,000
Staff Support	18,406	13,670	19,670
Professional Services	132,392	129,271	147,946
Maintenance Services	40,676	87,500	14,000
Rental/Leasing	10,210	8,000	10,000

Operating Equipment	61,108	65,000	65,000
Capital Outlay	92,813	246,898	178,000
Total	*$1,312,158*	*$1,761,499*	*$1,653,013*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 6.2% from the FY 2020-21 year end estimate with the classification and compensation study recommendation which is partially offset with less maintenance with the completion of the Senior Center Parking lot renovation.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PARKS, RECREATION, & COMMUNITY SERVICES EXPENDITURES					
PARKS					
Personnel Services					
460-511110	Regular	402,157	470,136	470,136	498,671
460-511120	Overtime	13,716	16,448	16,448	18,245
460-511180	LTD	237	1,447	1,447	-
460-511210	Longevity	3,157	3,608	3,608	4,156
460-511230	Certification Allowance	1,319	9,447	9,447	9,069
460-511310	FICA - Employer	30,038	38,211	38,211	40,543
460-511350	TMRS-Employer	65,428	80,525	80,525	84,482
460-511410	Health-Employer	71,605	90,565	90,565	97,967
460-511500	Workers' Compensation	3,428	4,324	4,324	5,837
Total Personnel Services		591,085	714,711	714,711	758,970
Supplies					
460-521000	Operating Supplies	33,624	34,250	34,250	34,250
460-521100	Office Supplies	1,617	1,600	1,500	1,500
460-521200	Medical/Chemical Supplies	2,819	2,600	2,600	2,600
460-521300	Motor Vehicle Supplies	190	533	532	500
460-521310	Landscaping Supplies- Parks	19,806	30,500	25,500	25,500
460-521315	Landscaping Supplies- Campus	19,636	30,500	30,500	15,500
460-521400	Plumbing Supplies	3,544	9,000	8,000	4,000
460-521610	Building Maintenance Supplies	256	367	500	500
Total Supplies		81,492	109,350	103,382	84,350
City Support Services					
460-532601	Holidazzle	25,559	26,000	54,351	26,000
460-532604	4th of July Jubilee	12,316	26,000	26,000	26,000
460-532619	Schertz Sweetheart	2,862	10,000	10,000	10,000
460-532620	Sweetheart Scholarships	4,000	4,000	4,000	8,500
460-532626	Other Events	12,309	21,671	31,316	43,500
460-532629	MOVING ON MAIN	375	13,645	12,900	12,000
460-532800	Music, Movies in the Park	3,263	10,000	7,000	10,000
Total City Support Services		60,684	111,316	145,567	136,000
Utility Services					
460-533200	Electric Utility Service	61,651	76,000	76,000	76,000
460-533410	Water Utility Service	151,922	160,000	160,000	160,000
460-533500	Vehicle Fuel	8,043	10,000	10,000	10,000
Total Utility Services		221,616	246,000	246,000	246,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operations Support					
460-534100	Advertising	1,571	1,000	1,000	1,000
460-534800	Temporary Empl. Services	106	1,000	500	1,000
Total Operations Support		1,677	2,000	1,500	2,000
Staff Support					
460-535100	Uniforms	7,511	7,195	7,195	7,195
460-535300	Memberships	1,657	1,625	1,625	1,625
460-535500	Training/Travel	8,666	4,000	4,000	10,000
460-535510	Meeting Expenses	571	850	850	850
Total Staff Support		18,405	13,670	13,670	19,670
Professional Services					
460-541300	Other Prof. Services	11,819	26,000	15,000	6,000
460-541310	Contract Services	120,573	114,271	114,271	141,946
Total Professional Services		132,392	140,271	129,271	147,946
Maintenance Services					
460-551100	Building Maintenance	2,486	13,900	2,500	2,500
460-551400	Minor & Other Equip Maint	3,388	5,000	5,000	5,000
460-551600	Street Maintenance Materials	-	51,183	70,000	-
460-551618	Veteran's Memorial Maint.	29,964	3,000	5,000	1,500
460-551710	Landscaping	4,838	-	5,000	5,000
Total Maintenance Services		40,676	73,083	87,500	14,000
Rental-ROW					
460-561100	Rental-Equipment	10,210	10,000	8,000	10,000
Total Rental-ROW		10,210	10,000	8,000	10,000
Operating Equipment					
460-571000	Furniture & Fixtures	2,002	-	-	-
460-571700	Improvements under $5,000	45,741	30,000	50,000	50,000
460-571800	Equpment under $5000	13,364	7,787	15,000	15,000
Total Operating Equipment		61,107	37,787	65,000	65,000
Capital Outlay					
460-581200	Vehicles & Access. Over $5,000	-	-	-	32,000
460-581700	Improvements Over $5,000	56,298	244,025	201,898	140,000
460-581800	Equipment Over $5,000	36,514	17,003	45,000	6,000
Total Capital Outlay		92,812	261,028	246,898	178,000
TOTAL PARKS		1,312,156	1,719,216	1,761,499	1,661,936

DEPARTMENT: PARKS, RECREATION, AND COMMUNITY SERVICES
DIVISION: 463 POOLS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The management and maintenance of two (2) outdoor pools including the maintenance of swimming facilities, pumping systems, and related aquatic programs designed to encourage safe use and professional management of these facilities. Provide contractual oversight of the management, programming, and maintenance of the Schertz Aquatics Center. Provide citizen input and communication venues utilizing the Parks and Recreation Advisory Board, surveys, and community meetings.

GOALS AND OBJECTIVES

- Maintain and develop aquatic programs designed to educate our citizens and to meet the needs of our expanding community.

- Maintain a high quality of pool maintenance while providing excellent aquatic recreation and leisure service programs.

- Incorporate management oversight of the Schertz Aquatics Center in order to expand the availability of recreational and health/well-being programming and provide year-round access to same.

ORGANIZATIONAL CHART



PERFORMANCE INDICATORS

Workload/Outputs	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue per year Outdoor Pools	$13,190	$25,000	$25,000
Days open per year Outdoor Pools	61	71	72
Daily Admissions Wendy Swan Pool	0	0	0
Total Attendance Wendy Swan Pool	0	0	0
Daily Admissions Pickrell Pool	$11,800	$20,000	$20,000
Total Attendance Pickrell Pool	6,500	10,500	10,500
Season Pool Pass Sales	$1,390	$5,000	$5,000
Total Attendance Schertz Aquatics Ctr	78,000		

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cost per resident for Pool Operations	$14.41	$14.25	$14.25

*Cost per resident with the new Schertz Aquatics Center

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Supplies	$17,464	$25,500	$25,500
Utility Services	20,082	26,000	16,500
Professional Services	0	0	0
Maintenance Services	433,983	534,535	527,878
Operating Equipment	0	0	0
Total	*$471,528*	*$586,035*	*$569,878*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 2.8% from the FY 2020-21 year end with no change in operations.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PARKS & RECREATION EXPENDITURES					
POOLS					
Supplies					
463-521000	Operating Supplies	3,809	4,500	4,500	4,500
463-521200	Chem/Med/Lab Supplies	13,655	18,000	18,000	18,000
463-521600	Equip Maint Supplies	-	3,000	3,000	3,000
Total Supplies		17,464	25,500	25,500	25,500
Utility Services					
463-533200	Electric Utility Service	16,809	10,000	16,000	10,000
463-533410	Water Utility Service	3,272	6,500	10,000	6,500
Total Utility Services		20,081	16,500	26,000	16,500
Professional Services					
463-541300	Other Consl/Prof Services	-	-	-	-
Total Professional Services		-	-	-	-
Maintenance Services					
463-551100	Building Maintenance	95	-	-	-
463-551400	Minor & Other Equip Maintenance	17,484	10,000	16,657	10,000
463-551700	Contract Maintenance	416,404	517,878	517,878	517,878
Total Maintenance Services		433,983	527,878	534,535	527,878
Operating Equipment					
463-571000	Furniture & Fixtures	-	-	-	-
Total Capital Outlay		-	-	-	-
TOTAL POOLS		471,528	569,878	586,035	569,878

DEPARTMENT: PUBLIC AFFAIRS
DIVISION: 464 EVENT FACILITIES
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, Event Facilities provides a place where guests can celebrate life events such as social or cultural activities. The Event Facilities are centrally located in Schertz for businesses and other organizations to hold meetings, training, and/or other specialized events. This department handles all aspects of event rental, and in cooperation with other department's plans, coordinates and executes each event from start to finish (initial deposit to event feedback).

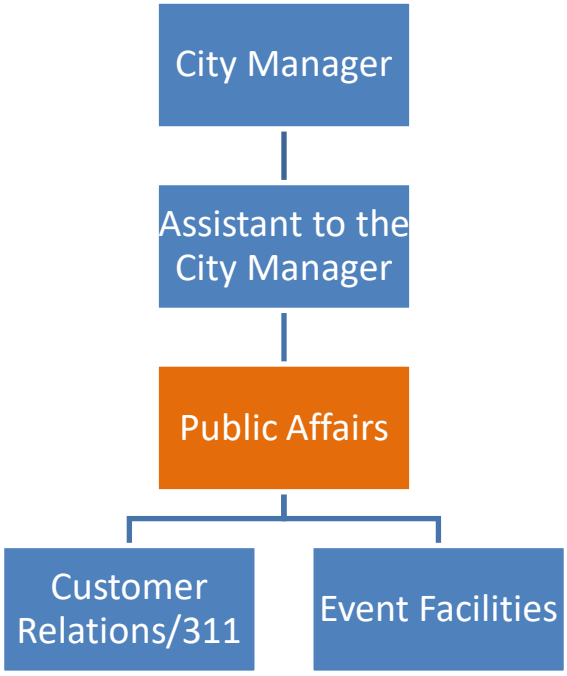
GOALS AND OBJECTIVES

- Promotes community involvement by attracting public events such as fundraisers, tradeshows/conventions, and performing arts events.

- Promotes high quality of life for residents and other customers by providing an affordable, friendly, and safe gathering place for special events.

- Promotes relationships with surrounding cities, businesses, organizations, and citizens by offering audio/video capabilities and attractive, flexible and diverse use of venue space through upgrades in technology and building improvements.

ORGANIZATIONAL CHART



EVENT FACILITIES	2019-20	2020-21	2021-22
Civic Center Manager	1	1	1
Civic and Community Centers Coordinator	1	1	1
Event Attendant	3	2	2
P/T Event Attendant	1	2	2
TOTAL POSITIONS	6	6	6

PERFORMANCE INDICATORS

Workload/Output	2018-20 Actual	2020-21 Estimate	2021-22 Budget
Number of events booked	1,019	700	850
Number of events cancelled	30	182	100
Number of facility tours	256	400	400
Number of web inquiries answered	152	225	250

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue	302,516	185,000	200,000

Comp'd Value	41,577	30,000	35,000

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Tradeshows/conventions	13	12	13
Customer satisfaction Rating	95%	100%	100%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	263,684	214,704	284,507
Supplies	3,812	4,650	6,150
Utility Services	35,767	48,400	48,600
Operations Support	1,507	22,279	17,108
Staff Support	3,508	2,554	4,865
Professional Services	0	350	0
Maintenance Services	6,312	5,500	13,000
Operating Equipment	5,889	9,014	10,500
Total	*$320,479*	*$307,451*	*$384,730*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 25.1% from the FY 2020-21 year end estimate due implementations from the Class and Compensation study and raising applicable positions minimum wage to $15/hour. In additional to personnel increases, the Maintenance services category will increase for FY 2021-22 for the cleaning contract. Cleaning services weren't used during COVID while events were cancelled or postponed.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
CULTURAL EXPENDITURES					
EVENT FACILITIES					
Personnel Services					
464-511110	Regular	191,255	173,508	160,000	201,164
464-511120	Overtime	1,041	3,352	1,000	3,375
464-511180	LTD	115	494	-	-
464-511210	Longevity	3,629	4,185	3,467	3,996
464-511310	FICA - Employer	14,501	15,752	12,000	15,943
464-511350	TMRS-Employer	31,422	33,599	22,000	34,141
464-511410	Health-Employer	21,505	30,822	16,000	25,788
464-511500	Workers' Compensation	216	252	237	315
Total Personnel Services		263,684	261,964	214,704	284,722
Supplies					
464-521000	Operating Supplies	3,163	4,250	3,500	5,000
464-521050	Ancillary Products	240	450	450	450
464-521100	Office Supplies	409	700	700	700
Total Supplies		3,812	5,400	4,650	6,150
Utility Services					
464-533100	Gas Utility Service	594	850	850	850
464-533200	Electric Utility Service	27,951	40,000	40,000	40,000
464-533410	Water Utility Service	7,222	6,800	6,800	7,000
464-533500	Vehicle Fuel	-	750	750	750
Total Utility Services		35,767	48,400	48,400	48,600
Operations Support					
464-534100	Advertising	1,220	4,600	4,600	5,000
464-534200	Printing & Binding	-	1,385	1,500	2,000
464-534550	Business Meetings/Networking	72	108	179	108
464-534800	Temporary Empl. Services	215	30,000	16,000	10,000
Total Operations Support		1,507	36,093	22,279	17,108
Staff Support					
464-535100	Uniforms	1,132	1,500	700	1,500
464-535300	Memberships	202	275	275	215
464-535500	Training/Travel	2,006	2,450	1,400	2,950
464-535510	Meeting Expenses	169	200	179	200
Total Staff Support		3,509	4,425	2,554	4,865

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Professional Services					
464-541300	Professional Services	-	950	350	-
Total Professional Services		-	950	350	-
Maintenance Services					
464-551800	Other Maintenance Agreements	6,312	12,700	5,500	13,000
Total Maintenance Services		6,312	12,700	5,500	13,000
Operating Equipment					
464-571000	Furniture & Fixtures	1,565	1,015	1,014	500
464-571401	Audio/Visual Equipment	-	300	-	-
464-571500	Operating Equipment Under $5,000	4,324	11,800	8,000	10,000
464-571550	Capital Recovery Equipment	-	10,000	-	-
Total Operating Equipment		5,889	23,115	9,014	10,500
TOTAL EVENT FACILITIES		320,480	393,047	307,451	384,945

DEPARTMENT: 665 LIBRARY
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz Public Library:

- Supports life-long learning, literacy and recreation by developing and maintaining a wide variety of library materials in print, audiovisual and digital formats for users of all ages;
- Encourages the love of reading and learning by providing story time, special event programs, and various other literacy-based programs for infants, children and teens;
- Enriches the lives of adults by providing instructional and recreational programming in high-interest areas such as Internet usage, computer software, e-readers and other personal digital devices, health and fitness, financial planning, crafts, and book clubs;
- Provides public access to technology including computers, the Internet, wi-fi and printers, as well as to online employment, business and educational resources;
- Provides answers and information to telephone, email, online chat, and in-person queries;
- Provides meeting and study space to individuals and community groups;
- Provides community outreach for underserved local residents through special programs, and
- Actively cooperates and interacts with other libraries in the region to share ideas and stay current in library practices. The library participates in CTLS, Inc. (Connecting Texas Libraries Statewide), a non-profit corporation that sponsors continuing education programs for library staff and encourages library usage and support by Texas residents. The library's primary service area includes the City of Schertz, the City of Selma, the City of Cibolo and Guadalupe County.

2021-22 GOALS

- Continue improving the collection and acceptable items-to-customer ratio by adding titles in a variety of formats. Focus will continue to be on collections with high turnover rates, e.g., bestsellers, DVDs, graphic novels, beginning readers, etc., with an additional focus on providing materials on the topics of diversity, equity and inclusion.

- Continue weeding projects according to schedule in order to enhance and update collections.
- Continue systematic review and update of policies and procedures with an eye toward providing excellent customer-focused service, inclusion, and efficiency in service delivery.
- Implement in-house laptop circulation program (program delayed due to COVID).
- Establish a marketing plan for Texas Talking Books, as it is an under-utilized resource.
- Add adult crafting programs (if teachers can be located in various specialties) and utilize CreativeBug.
- Build partnerships with community members to add to existing adult programming schedule either in-person or virtual.

2020-21 HIGHLIGHTS AND ACCOMPLISHMENTS

Received Texas Municipal Library Directors 2020 Achievement in Excellence Award for demonstrating consistent excellence and outstanding contributions to public library services within our community. Schertz Public Library was one of only 56 public libraries in Texas to receive this award.

Received $24,702 CARES grant for technology and services helpful to the library's COVID operational response.

Operations and Collections

- Modified services and procedures as part of COVID response in order to re-open the library building to the public.
- Continued offering curb-side pick-up of materials; more than 4,900 items delivered in first seven months of FY21 (service is still ongoing).
- Added approximately 7,000 new and replacement items to library's physical collections and withdrew more than 6,200 dated, worn, lost and damaged items from library's physical collections.
- Implemented three new online services, Creativebug, NicheAcademy, and AtoZ Databases with CARES funds.
- Installed screen-sharing equipment and mobile check-out equipment to facilitate customer-staff interactions while social distancing.

Programming

All regular programming continued to be provided as virtual events throughout FY21.

- Annual fall Local Author event was re-branded as "Booktober" with videos of local authors posted throughout October on social media.

- Updated Winter Reading Club and Extreme Book Nerd Challenge to simplify programs and increase participation during COVID operations.
- More than 135 recorded or live-streamed programs were offered in first 3 quarters of FY2021, including weekly storytimes, Dungeons & Dragons, book clubs, craft sessions, and poetry programming.
- More than 3,100 craft and STEM Take-and-Make kits were created and delivered to customers via curbside or in-house pick-up in first 3 quarters of FY21 (service is still ongoing).
- Created a virtual programming page for Library website with detailed information about our virtual programs as well as highlighting many other available online programs and activities for adults.

Outreach and Partnerships

- Continued to partner with the Texas State Library to provide service as a Texas Talking Books Program Demo Library.
- Continued to place a rotating children's book collection in the memory care unit of the Legacy at Forest Ridge Retirement Community.
- Continued to partner with SCUCISD for various programs and activities including, digital card registration and card drop-off for Corbett JH students and working with the district's Bilingual /ESL/LOTE Coordinator to provide a video library tour, three Zoom Q&A sessions, two drive-through events, and a story time for students and parents.
- Youth Services Librarian served on city's wage compression committee and Texas Library Association's Maverick Committee.
- Partnered with Amy's All-star Dance Studio to offer a month-long Creative Movement Zoom class for toddlers.
- Worked with Bexar County Bibliotech Library to circulate 100 hotspots to Schertz community.
- Partnered with National Alliance on Mental Illness- Guadalupe Chapter for community programs, workshops, and advertisement of virtual support groups.
- Continued partnerships with other City departments to provide programming to community, including Schertz Sweethearts Zoom Princess Storytime, Parks & Rec's Candy Cruise, vaccine clinic staffing and instructional videos, and summer reading program for Senior Center.

ORGANIZATION CHART



LIBRARY	2019-20	2020-21	2021-22
Library Director	1	1	1
Librarian	3	3	3
Library Assistant	2	2	2
Library Clerk II	3	3	3
Library Clerk I (20 hours)	7	7	7
Library Clerk I (10 hours)	2	2	2
Programming Specialist (20 hours)	1	1	1
Library Page (10 hours)	2	2	2
Temp Part-time Library Clerk (Unfunded)	1	1	1
TOTAL POSITIONS	22	22	22

PERFORMANCE INDICATORS

Input	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Service population (determined by TSLAC)	108,117	110,592	117,000
Total Staffing FTE	14.0	14.0	14.0
Circulation Staffing FTE	8.5	9.0	9.0
Total Operating Budget	1,034,433	1,061,950	1,114,071
Total Materials Collection	139,477	147,000	153,000
Registered Borrowers	31,296	30,000	31,000
Materials Budget	138,929	125,000	130,000

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Circulation per Capita	2.36	2.12	2.08
Library Visits per Capita	0.95	0.68	0.83
Program Attendance per Capita	0.06	0.02	0.07
Collection Turnover Rate	1.83	1.60	1.63

Total Circulation	254,643	235,000	250,000
Total Library Visits	102,297	75,000	100,000
Total Program Attendance	6,524	2,700	8,000

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cost per Person Served	9.57	9.60	9.28
Cost per Circulation	4.06	4.52	4.46
Circulation per Circulation FTE	29,958	26,111	27,778

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Percentage of Service Population With Library Cards	28.95%	27.13%	25.83%
Materials Expenditures per Capita	$1.28	$1.13	$1.08
Materials Expenditures as a Percentage of Operating Budget (striving for 15%)	13.43%	11.77%	11.67%
Items per Capita (striving to meet 1.53 items per capita standard)	1.29	1.33	1.28

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	$810,141	$844,205	$879,824
Supplies	10,568	15,000	15,000
Utility Services	58,308	67,000	70,000
Operations Support	4,744	3,100	5,900
Staff Support	6,517	3,989	7,025
Professional Services	1,984	1,656	3,300
Operating Equipment	142,171	127,000	156,000
Total	*$1,034,433*	*$1,061,950*	*$1,137,049*

PROGRAM JUSTIFICATION AND ANALYSIS

The Library FY 2021-22 Budget increases 7.1% due to implementation of the Class and Compensation study as well as raising applicable positions minimum wage to $15/hour. In addition to personnel increases, the FY 2021-21 budget increases are related to higher water utility costs for landscaping, increased training and additional funds for library materials.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
CULTURAL					
EXPENDITURES					
LIBRARY					
Personnel Services					
665-511110	Regular	572,642	575,656	590,000	624,324
665-511120	Overtime	245	1,056	500	1,056
665-511180	LTD	317	1,339	-	-
665-511210	Longevity	12,863	16,636	14,401	17,944
665-511230	Certification Allowance	1,200	2,039	1,500	1,152
665-511310	FICA - Employer	41,449	45,496	45,496	49,248
665-511350	TMRS-Employer	89,735	92,480	92,480	99,552
665-511410	Health-Employer	91,090	99,142	99,142	110,129
665-511500	Workers Compensation	601	731	686	981
Total Personnel Services		810,142	834,575	844,205	904,386
Supplies					
665-521000	Operating Supplies	8,417	10,855	12,000	12,000
665-521100	Office Supplies	2,152	3,000	3,000	3,000
Total Supplies		10,569	13,855	15,000	15,000
Utility Services					
665-533100	Gas Utility Service	2,274	2,500	4,000	4,000
665-533200	Electric Utility Service	35,667	45,000	45,000	45,000
665-533410	Water Utility Service	20,367	18,000	18,000	21,000
Total Utility Services		58,308	65,500	67,000	70,000
Operations Support					
665-534000	Postage	2,430	3,000	2,500	3,000
665-534200	Printing & Binding	2,314	600	600	2,900
Total Operations Support		4,744	3,600	3,100	5,900
Staff Support					
665-535100	Uniforms	7	400	429	400
665-535200	Annual Awards	154	300	-	300
665-535300	Memberships	1,252	1,580	1,560	1,325
665-535500	Training/Travel	4,993	5,700	1,700	4,700
665-535510	Meeting Expenses	111	300	300	300
Total Staff Support		6,517	8,280	3,989	7,025

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Professional Services					
665-541300	Other Consl/Prof Srvcs	-	-	-	1,000
665-541365	Courier Delivery Service	1,984	2,300	1,656	2,300
Total Professional Services		1,984	2,300	1,656	3,300
Operating Equipment					
665-571000	Furniture & Fixtures	1,161	1,145	-	16,000
665-571400	Library Materials	138,929	125,000	125,000	130,000
665-571600	Donation-Expense	2,081	10,000	2,000	10,000
Total Operating Equipment		142,171	136,145	127,000	156,000
TOTAL LIBRARY		1,034,435	1,064,255	1,061,950	1,161,611

DEPARTMENT: 853 INFORMATION TECHNOLOGIES (IT)
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Information Technologies Dept. is charged with maintaining, operating and securing the City's information assets. These assets form the foundation upon which many of the City's core operations depend. Therefore, this foundation must be reliable, resilient and responsive. To meet these expectations, the department focuses daily on customer service, education and planning.

The IT department increases the business return on technology investments by creating and managing hardware and software through dedicated planning and alignment. IT is also dedicated to ensuring a great end user experience by designing, implementing, managing and continually improving our processes.

IT is also tasked to protect the organization and its ability to perform its mission. We accomplish this through a comprehensive security program, managing our data, ensuring efficiency, effectiveness and compliancy. We also strive to deploy programs designed to engage our staff and citizens in easy and convenient ways.

The City of Schertz uses a Geographic Information System (GIS) to create maps, analyze information, and visually examine the geographic features of our region. Many function of City government have a geographic dimension and the successful execution of GIS Services can substantially increase efficiency, collaboration and empowerment in the decision-making process.

ORGANIZATIONAL CHART



INFORMATION TECHNOLOGY	2019-20	2020-21	2021-22
Director	1	1	1
Administrative Assistant	1	1	1
Senior Systems Administrator	1	1	1
Senior Computer Support Engineer	1	1	1
Customer Services Technician II	1	1	1
Customer Services Technician I	1	1	1
Help Desk Technician	1	1	1
Public Safety Administrator	1	1	1
GIS Coordinator	1	1	1
GIS Specialist	1	1	1
TOTAL POSITIONS	10	10	10

Workload	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Average Monthly Work Orders Completed	3840	2450	3200
Average Monthly Hours to Complete Work Orders	1.10	1.30	1.25
COVID 19 Related Activities Workhours	-	430	300
Total Projects	45	25	30
Average Monthly Project Hours	323	455	425
Total Emails Received	185,761	1,184,129	1,200,000
Total Sent Good Email	146,794	356,039	450,000
Total Teams Meetings	-	1,650	1,750
Total Teams Interoffice Chats	-	13,500	15,000

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
% Work Orders Completed 0-1 Day	73%	46%	55%
% Work Orders Completed 2-3 Days	12%	8%	15%
% Work Orders Completed 4-6 Days	7%	11%	10%
% Work Orders Completed 7-10 Days	4%	7%	10%
%Work Orders Completed >11 Days	5%	28%	10%
Average Number of Days to Work Orders	2.91	12.65	4.0
% Time on GIS Specific Projects	54.8%	52.3%	55.6%
% Time on GIS Customer Assistance	9.0%	7.8%	17.7%
% Time on Training/Conferences	3.9%	0.2%	7.4%
% Time on Non-Department Projects	17.3%	19.6%	7.2%
% Time on Administrative Overhead	15.0%	20.1%	12.1%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$645,709	$805,445	$904,713
Supplies	3,236	5,375	6,300
City Support Services	584,589	974,571	1,026,097
Utility Services	262,605	283,048	367,465
Staff Support	24,279	25,900	69,700
Professional Services	101,448	88,475	38,075
Maintenance Services	7,413	10,000	10,000
Rental/Leasing	0	3,651	3,650
Operating Equipment	169,426	319,660	269,594
Capital Outlay	22,797	26,889	0
Total	*$1,821,503*	*$2,543,014*	*$2,695,594*

PROGRAM JUSTIFICATION AND ANALYSIS

The Information Technology FY 2021-22 Budget increases 6.0% from the FY 2020-21 year end estimates. Primary costs changes include increases in annual software support costs, plus the addition of annual costs for new services such as ADP, the new text archiving service, services added to allow work-from-home options for staff, etc. Due to COVID-19, equipment purchases and regular desktop replacements in Operating Equipment did not happen and will be increased in FY 2020-21. In addition, all cell phone expenses are now consolidated into the IT budget and removed from various departments except for charges related to enterprise funds in order to improve transparency. Cost reductions implemented for FY 2020-21 include decreases in training, hardware purchases, consulting and maintenance expenses.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
INFORMATION TECHNOLOGY					
Personnel Services					
853-511110	Regular	434,772	589,305	549,790	624,572
853-511120	Overtime	48,223	29,606	49,500	30,985
853-511180	LTD	320	1,831	1,350	-
853-511210	Longevity	5,080	9,067	9,067	9,835
853-511240	Vehicle Allowance	-	1,073	-	-
853-511310	FICA - Employer	35,091	47,401	44,400	50,144
853-511350	TMRS - Employer	77,894	102,582	80,000	108,943
853-511410	Health - Employer	43,841	74,944	70,400	90,770
853-511500	Workers Compensation	488	999	938	1,309
Total Personnel Services		645,709	856,808	805,445	916,558
Supplies					
853-521100	Office Supplies	1,978	2,200	2,200	2,000
853-521300	Motor Vehicle Supplies	36	800	800	800
853-521600	Equip Maint Supplies	1,223	3,800	2,375	3,500
Total Supplies		3,237	6,800	5,375	6,300
City Support Services					
853-532300	Computer Consulting	9,600	10,000	10,000	10,000
853-532355	Software Maintenance-Citywide	376,748	481,876	481,876	510,574
853-532360	Software Maintenance-Departments	158,438	419,295	444,295	475,548
853-532400	Computer Fees & Licenses	39,803	38,495	38,400	29,975
Total City Support Services		584,589	949,666	974,571	1,026,097
Utility Services					
853-533300	Telephone/Lane Lines	39,167	62,770	54,040	66,995
853-533310	Telephone/Cell Phones	87,243	93,225	68,200	113,900
853-533320	Telephone/Air Cards	51,836	87,240	71,462	87,100
853-533330	Telephone/Internet	83,957	93,390	88,496	98,470
853-533500	Vehicle Fuel	402	1,500	850	1,000
Total Utility Services		262,605	338,125	283,048	367,465
Staff Support					
853-535100	Uniforms	931	1,200	1,200	1,500
853-535300	Memberships	577	1,250	700	1,250
853-535500	Training/Travel	22,771	21,178	24,000	66,950
Total Staff Support		24,279	23,628	25,900	69,700
Professional Services					
853-541300	Other Consl/Prof Services	101,448	101,949	88,475	25,000
853-541800	IT Svcs-Web Design/Maint	-	650	-	13,075
Total Professional Services		101,448	102,599	88,475	38,075

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Maintenance Services					
853-551300	Computer Maintenance	7,413	10,000	10,000	10,000
Total Maintenance Services		7,413	10,000	10,000	10,000
Rental/Leasing					
853-561200	Lease/Purchase Payments	-	3,651	3,651	3,650
Total Rental Leasing		-	3,651	3,651	3,650
Operating Equipment					
853-571000	Furniture & Fixtures	697	500	500	1,200
853-571200	Vehicles & Access Under $5000	-	-	-	-
853-571300	Computer & Periphe. < $5000	142,460	297,369	297,300	220,784
853-571401	Communication Equip LESS $5000	25,374	22,500	21,860	47,610
853-571800	Equipment under $5,000	895	-	-	-
Total Operating Equipment		169,426	320,369	319,660	269,594
Capital Outlay					
853-581200	Vehicles & Access. Over $5,000	-	27,000	26,889	-
853-581300	Computer & Peripherals	22,797	-	-	-
853-581800	Equipment	-	-	-	-
Total Capital Outlay		22,797	27,000	26,889	-
TOTAL INFORMATION TECHNOLOGY		1,821,503	2,638,646	2,543,014	2,707,439

DEPARTMENT: 866 HUMAN RESOURCES

FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Human Resources Department provides services and support in the areas of recruitment, selection, staffing, benefits administration, labor law compliance, performance management, employee development and relations, health and wellness, and policy administration.

GOALS AND OBJECTIVES

- Deliver HR services, programs, and communications that add value for our prospective employees and current employees.
- Compete for top talent with effective recruitment strategies and an efficient recruitment processes.
- Improve employee retention by leading efforts for adoption of strategies which promote a diverse workforce and create a great work climate.
- Support the talent development of our employees through professional and career development.
- Administer HR policy and programs effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints.
- Ensure our compensation and performance management processes are designed and executed to align and maximize our people’s performance with the goals of the organization.

ORGANIZATIONAL CHART



HUMAN RESOURCES	2019-20	2020-21	2021-22
Director	1	1	1
HR Manger	1	1	1
Senior Generalist	1	1	1
Generalist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	5	5	5

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Total No. of Employees (Avg.)	456	460	460
# Full Time Employees (Avg.)	375	375	380
Job Announcements Posted	83	90	90
# Applications received	3,930	4,000	4,000
# Full Time Positions Filled	50	50	50
# Part Time Positions Filled	8	8	10
# Total Turnover	68	55	70
# Full Time Turnover	46	40	45
# Part Time Turnover	22	15	10
# Retirements	8	10	10
# FMLA Claims	53	43	50
# General Training Courses	14	15	15
# of tuition reimbursements	18	20	20

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$426,981	$449,165	$464,431
Supplies	2,433	2,000	2,700
Human Services	125,292	158,100	205,100
Operations Support	2,117	5,836	5,500
Staff Support	20,082	36,150	41,150
City Assistance	13,121	10,000	10,000
Professional Services	78,265	0	5,000
Operating Equipment	349	513	500
Total	*$668,639*	*$661,764*	*$734,381*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 11.0% from the FY 2020-21 year end estimate. The increase is due to the implementation of the Class and Compensation study and FY 2020-21 had additional savings related to COVID-19 as training and staff events did not happen.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
HUMAN RESOURCES					
Personnel Services					
866-511110	Regular	301,811	302,654	312,000	316,873
866-511120	Overtime	684	259	259	276
866-511180	LTD	204	943	-	-
866-511210	Longevity	3,772	4,476	4,476	5,372
866-511230	Certificate Allowance	-	1,755	1,620	2,246
866-511310	FICA - Employer	21,865	23,635	23,635	24,828
866-511350	TMRS - Employer	48,963	50,408	50,408	53,170
866-511410	Health - Employer	39,567	52,436	41,400	44,793
866-511500	Workers Compensation	325	391	367	511
866-511600	Unemployment Compensation	9,789	15,000	15,000	20,000
Total Personnel Services		426,980	451,957	449,165	468,069
Supplies					
866-521000	Operating Supplies	1,728	2,000	1,500	2,000
866-521100	Office Supplies	705	700	500	700
Total Supplies		2,433	2,700	2,000	2,700
Human Services					
866-531100	Pre-Employment Check	3,004	4,000	3,000	2,500
866-531150	Interview Expenses	124	1,500	-	1,500
866-531160	COBRA FSA/HSA Adm Services	5,628	6,000	6,000	6,000
866-531170	Broker Services	68,750	75,000	75,000	75,000
866-531200	Medical Co-Pay	645	3,000	3,000	3,000
866-531300	Employee Assistance	12,757	9,600	9,600	9,600
866-531400	Tuition Reimbursement	18,214	17,000	17,000	18,000
866-531500	Employee Wellness Program	14,956	98,962	25,000	50,000
866-531600	Training Classes	1,214	19,500	19,500	39,500
Total Human Services		125,292	234,562	158,100	205,100

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operations Support				
866-534000 Postage	-	-	-	-
866-534100 Advertising	775	2,836	2,836	2,500
866-534200 Printing & Binding	1,342	3,000	3,000	3,000
Total Operations Support	2,117	5,836	5,836	5,500
Staff Support				
866-535100 Uniforms	440	500	500	500
866-535210 Employee Recognition	15,614	28,150	28,150	28,150
866-535300 Memberships	1,718	2,500	2,500	2,500
866-535400 Publications	947	-	-	2,000
866-535500 Training/Travel	1,363	5,000	5,000	8,000
Total Staff Support	20,082	36,150	36,150	41,150
City Assistance				
866-537100 Medical Services	13,121	15,000	10,000	10,000
Total City Assistance	13,121	15,000	10,000	10,000
Professional Services				
866-541300 Other Consul/Prof Service	78,265	15,000	-	5,000
Total Professional Services	78,265	15,000	-	5,000
Operating Equipment				
866-571000 Furniture & Fixtures	349	514	513	500
866-571300 Computer & Periphe. < $5,000	-	-	-	-
Total Operating Equipment	349	514	513	500
TOTAL HUMAN RESOURCES	668,639	761,719	661,764	738,019

DEPARTMENT: 868 FINANCE
FUND: 101 GENERAL FUND

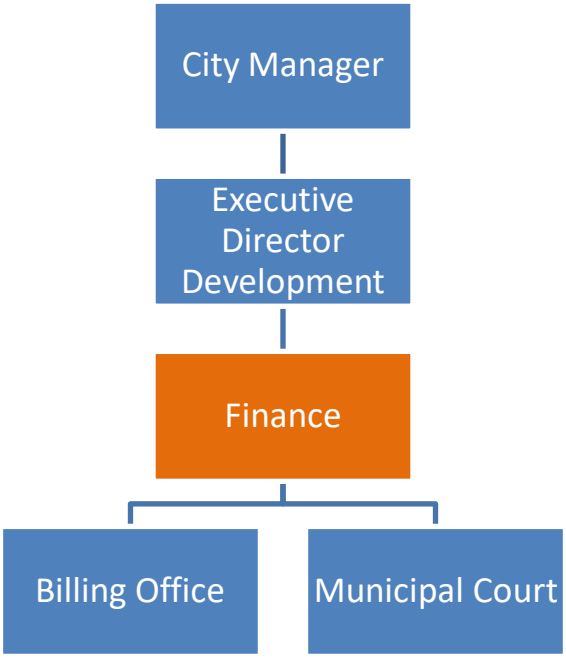
DEPARTMENT DESCRIPTION

Prepare monthly financial reports for the City Manager, City Council and City departments. Process all accounts payable and receivable in a timely manner, prepare 1099s, and prepare monthly bank reconciliations and investments report. Maintain and process payroll for all city employees. Finance handles unclaimed property and their subsequent disbursements to the individuals or the State. Maintain and safeguard the City's investment portfolio. Manage debt service and fixed assets. Complete the annual budget and facilitate annual audit and Comprehensive Annual Financial Report. The Finance Director also oversees the Utility Billing and Municipal Court Divisions.

GOALS AND OBJECTIVES

- Hire, train, and retain competent and caring employees.
- Maintain financial systems to provide timely and accurate financial information and reports to the City Manager, City Council, other City departments, citizens, and other agencies.
- Receive the Government Finance Officers Association Distinguished Budget Award for the first time.
- Receive the Government Finance Officers Association Certification of Excellence in Financial Reporting for the 35th consecutive year.
- Improve the 5 year budgeting and forecasting plan.
- Update long term debt service plan.

ORGANIZATIONAL CHART



ACCOUNTING	2019-20	2020-21	2021-22
Finance Director	1	1	1
Assistant Director	1	1	1
Staff Accountant	1	1	1
Financial Analyst	1	1	1
Accountant I	1	1	1
Senior AP Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	7	7	7

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Accounts payable checks	5,931	6,000	6,100
Number of Purchase Orders Processed	7,380	7,450	7,600

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Certificate of Achievement for Excellence in Financial Reporting, Accumulative	35	36	37
Quarterly Financials completed within 30 days	0	3	4

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$587,965	$630,538	$644,204
Supplies	2,599	2,700	2,700
Staff Support	5,890	4,710	6,740
Professional Services	35,977	40,049	38,700
Operating Equipment	1,835	1,986	250
Total	*$634,265*	*$679,983*	*$692,594*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 1.9% from the FY 2020-21 year end estimate due to additional compensation awarded from the classification and compensation study. The FY 2020-21 budget had savings related to COVID-19 as most trainings were held virtually.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
FINANCE					
Personnel Services					
868-511110	Regular	413,035	416,716	432,306	445,706
868-511120	Overtime	2,182	924	2,500	924
868-511180	LTD	295	1,297	-	-
868-511210	Longevity	9,457	10,770	10,770	11,994
868-511230	Certification Allowance	500	2,039	711	2,659
868-511310	FICA - Employer	30,301	32,896	35,645	35,251
868-511350	TMRS - Employer	67,965	70,162	76,648	75,491
868-511410	Health - Employer	63,788	70,409	71,446	83,830
868-511500	Workers Compensation	442	545	512	724
Total Personnel Services		587,965	605,758	630,538	656,579
Supplies					
868-521000	Operating Supplies	1,985	2,700	2,000	2,000
868-521100	Office Supplies	614	1,000	700	700
Total Supplies		2,599	3,700	2,700	2,700
Staff Support					
868-535100	Uniforms	-	465	320	350
868-535300	Memberships	1,385	1,435	1,390	1,390
868-535500	Training/Travel	4,505	6,122	3,000	5,000
Total Staff Support		5,890	8,022	4,710	6,740
Professional Services					
868-541300	Other Consl/Prof Services	13,887	15,000	16,349	15,000
868-541400	Auditor/Accounting Service	18,500	16,000	20,000	20,000
868-541650	Investment Management Fee	3,590	3,500	3,700	3,700
Total Maintenance Services		35,977	34,500	40,049	38,700

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operating Equipment					
868-571000	Furniture & Fixtures	742	250	250	250
868-571200	Office Equipment	1,093	337	336	-
868-571300	Computer & Peripherals	-	1,400	1,400	-
Total Operating Equipment		1,835	1,987	1,986	250
TOTAL FINANCE		634,266	653,967	679,983	704,969

DEPARTMENT: HUMAN RESOURCES
DIVISION: 872 PURCHASING & ASSET MANAGEMENT
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Purchasing and Asset Management Department is responsible for managing the Purchasing, Inventory, Property Disposal, Contracts, Grants, Risk Management, and Safety functions for the City.

Manages all bids, quotes, contracts and agreements, City purchases, warehouse inventory, City property disposal, auctions, grants, and fleet vehicle registration and titles.

The department is also responsible for the City Risk Management and Safety program. Maintains the City Capital and Fixed Assets inventory, property and liability insurance schedules, processes all insurance claims, insurance litigation, and workers compensation, monitors all safety aspects of City functions, schedules employee safety training, evaluates loss runs to identify trends and mitigate risk.

GOALS AND OBJECTIVES

- Maintain the highest levels of ethical practices for all department functions.
- All City departments receive their orders in a timely manner to effectively perform their job functions in an efficient manner.
- Procure quality goods and services for all City departments, from appropriate sources, using the most efficient and economical means at the best possible price and make them available at the right place and time.
- Use supply contracts and co-ops in order to improve delivery time of particular items and to take advantage of quantity discounts.
- Maintain a professional relationship with all City departments and vendors insuring open communication.
- Maintain the City Purchasing Manual, combining State and Local Purchasing Legislation.
- Program and oversee Purchasing training for employees to ensure compliance with City Policy, State and Local Purchasing Legislation
- Manage, review, and track City contracts and agreements. Notify departments when contracts are expiring.

- Manage procedures for Capital and Fixed asset inventory and accountability and conduct physical surveys of City property.
- Manage disposal and auction activities for surplus, excess, and damaged City property.
- Manage insurance and Workers Compensation claims and accident/incident reports with immediate response. Gather all information for all incidents involving City property regardless of repair costs. Retain claims, reports and litigation according to the Texas State Records Retention Schedules.
- Program and oversee safety training for employees to minimize accidents and incidents and mitigate risk. Develop and Maintain the City Safety Policy.

ORGANIZATIONAL CHART



PURCHASING & ASSET MGMT.	2019-20	2020-21	2021-22
Purchasing Manager	1	1	1
Purchasing Specialist	1	1	1
Risk & Safety Specialist	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Bids and Proposals Drafted	25	20	24
Bids and Proposals Responses	89	75	85
Contracts Reviewed	147	100	120
Meetings with Vendors	32	25	50
Research Requests	61	75	100
Workers Comp Claims Processed	46	60	35
Accident and Incident Investigated	64	70	75
Training Classes Held	10	10	30
Vehicles Processed (Titles, Gas Cards, Plates)	234	240	250
Fixed Asset Modifications	198	200	50
GovDeals Items Processed	123	80	50
GovDeals Total Sales	$75,011.55	$75,000.00	$25,000.0

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$223,413	$236,840	$235,436
Supplies	1,988	700	3,600
Operating Support	4,883	6,050	7,550
Staff Support	2,527	5,585	6,785
City Assistance	1,264	2,000	2,000
Operating Equipment	1,431	1,600	600
Total	*$235,506*	*$252,775*	*$255,971*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 1.3% from the FY 2020-21 year end estimate due to transferring the State inspection costs from Fleet to Purchasing, additional advertising costs, and training and travel. This increase is offset by the less operating equipment cost.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
PURCHASING & ASSET MANAGEMENT					
Personnel Services					
872-511110	Regular	164,182	162,751	172,000	170,604
872-511120	Overtime	5	-	200	-
872-511180	LTD	117	508	508	-
872-511210	Longevity	3,602	4,010	4,010	4,418
872-511230	Certification Allowance	1,000	878	1,810	2,400
872-511310	FICA - Employer	12,446	12,812	13,500	13,462
872-511350	TMRS-Employer	26,992	27,325	27,325	28,828
872-511410	Health-Employer	14,892	17,288	17,288	17,190
872-511500	Workers' Compensation	176	212	199	277
Total Personnel Services		223,412	225,784	236,840	237,179
Supplies					
872-521000	Operating Supplies	300	350	350	350
872-521005	Supplies-Inspections	-	-	-	2,900
872-521100	Office Supplies	1,688	350	350	350
Total Supplies		1,988	700	700	3,600
City Support Services					
872-532350	Software Maintenance	-	379	-	-
Total City Support Services		-	379	-	-
Operations Support					
872-534000	Postage	43	50	-	-
872-534100	Advertising	3,404	6,000	4,500	6,000
872-534200	Printing & Binding	-	50	-	-
872-534740	Business Memberships	1,436	1,545	1,550	1,550
Total Operations Support		4,883	7,645	6,050	7,550
Staff Support					
872-535100	Uniforms	215	250	250	250
872-535300	Memberships	1,280	1,240	1,235	1,235
872-535500	Training/Travel	810	5,000	4,000	5,000
872-535510	Meeting Expenses	222	300	100	300
Total Staff Support		2,527	6,790	5,585	6,785

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
City Assistance					
872-537100	Medical Services	1,264	1,621	2,000	2,000
Total City Assistance		1,264	1,621	2,000	2,000
Operating Equipment					
872-571000	Furniture & Fixtures	218	600	600	600
872-571300	Computer & Periphe. < $5,000	1,213	-	-	-
872-571500	Operating Equipment	-	1,000	1,000	-
Total Operating Equipment		1,431	1,600	1,600	600
TOTAL PURCHASING & ASSET MGT		235,505	244,519	252,775	257,714

DEPARTMENT: PUBLIC WORKS
DIVISION: 877 FLEET SERVICES
FUND: 101 GENERAL FUND

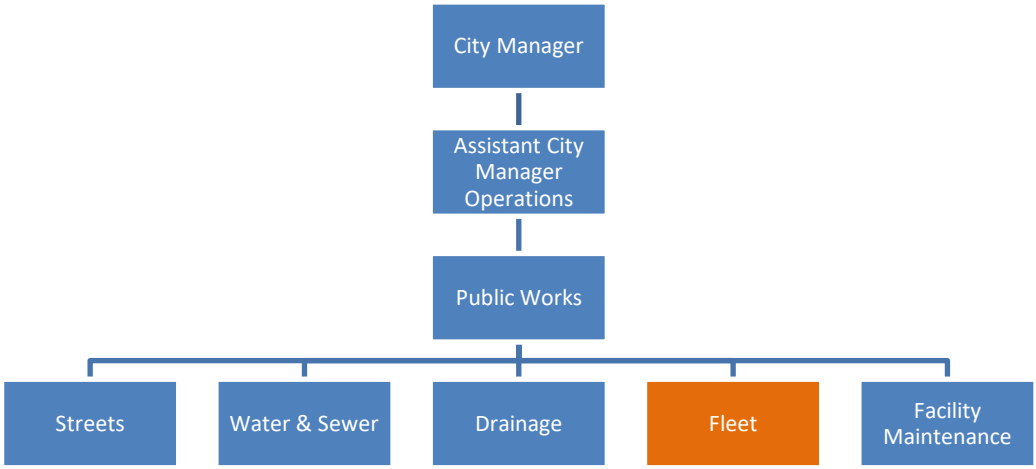
DEPARTMENT DESCRIPTION

Fleet Services provides maintenance, repair, upgrade and outfitting services for all City owned vehicles and equipment totaling approximately 350 units. The list of services include: P.M. services, fluid and filter changes, state inspections, tire services, troubleshooting, diagnosis, and repair of mechanical and electrical systems. Fleet Services also maintains motor pool services, vehicle and equipment replacement schedules, spec'ing and standardization throughout the fleet.

GOALS AND OBJECTIVES

- Maintain and repair vehicles and equipment to increase their lifespan.
- Optimize fleet availability by improving turn-around times.
- Develop and implement fleet utilization guidelines and procedures.
- Maintain and improve vehicle and equipment safety

ORGANIZATIONAL CHART



FLEET MAINTENANCE	2019-20	2020-21	2021-22
Assistant Director of Public Works	1	1	1
Administrative Assistant	1	1	1
Fleet Manager	1	1	1
Fleet Crew Supervisor	1	1	1
Mechanic I	4	4	4
TOTAL POSITIONS	8	8	8

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Work Orders:			
-Police Department vehicles and equipment	682	550	570
-EMS vehicles and equipment	461	425	440
-Streets vehicles and equipment	202	195	180
-Administration vehicles	15	3	5
-Animal Control vehicles	36	35	34
-Facilities Services vehicles	88	85	80
-Fire vehicles and equipment	256	245	250
-Fleet Service vehicles	82	70	70
-I.T	19	12	10
-Inspection vehicles			
-Marshal Service vehicles	0	2	2
-Parks vehicles and equipment	121	115	110
-Water & Sewer vehicles and equipment	232	245	220
-Utility Billing vehicles	40	45	40
-Drainage vehicles and equipment	171	150	150
-Economic Development vehicles	3	8	6
Engineering vehicles	25	16	15
-Purchasing vehicles	1	1	1
-Operations (non-asset specific)	19	11	12
-Motor Pool vehicles	150	63	60
Work Orders(in-house)			
Work Orders(outside vendors)			
Total Work Orders Issued			

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Hours Worked			
Public Safety	2060.3	2325	2300
Public Works	1705.85	2750	2500
Administration Vehicles	28.00	10	5
Facilities Services Vehicles	178.90	240	200
Fleet Service Vehicles	121.1	120	120
I.T	38.90	20	15
Inspections vehicles			
Parks vehicles and equipment	278.95	335	325
Economic Development vehicles	13.10	25	22.5
Engineering vehicles	59.20	40	40
Purchasing vehicles	2.00	0	0
Motor Pool vehicles	125.95	35	140
Fleet Operations	229.90	220	220
Total Hours Worked	4842.15	6120	5887.50

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
% of all vehicles and equipment issues resolved without recall	95	96	97

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$369,660	$525,982	$549,099
Supplies	196,962	209,700	216,700
City Support Services	5,517	12,500	15,000
Utility Services	5,731	11,000	11,500
Staff Support	10,775	26,700	32,500
Maintenance Services	169,182	210,000	233,000
Operating Equipment	4,413	17,519	14,000
Capital Outlay	151,643	58,950	221,000
Total	*$913,882*	*$1,072,351*	*$1,292,799*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 20.6% from the FY 2020-21 year end estimate due to personnel implementations from the Class and Compensation study. In addition to personnel increases, the FY 21-22 budget increase is related to additional motor vehicle equipment and maintenance supplies, ManagerPlus software fees, a GPS tagging project, and vehicle replacements for the fleet motor pool.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
FLEET SERVICE					
Personnel Services					
877-511110	Regular	251,309	348,592	368,000	373,646
877-511120	Overtime	12,302	12,858	12,500	14,181
877-511180	LTD	147	1,085	-	-
877-511210	Longevity	2,180	3,578	2,380	3,579
877-511230	Certificate Allowance	-	1,365	800	1,123
877-511310	FICA - Employer	19,313	28,018	28,000	30,018
877-511350	TMRS - Employer	42,336	59,757	47,500	64,283
877-511410	Health - Employer	38,871	55,540	63,000	68,254
877-511500	Workers Compensation	3,201	4,049	3,802	5,374
Total Personnel Services		369,659	514,842	525,982	560,458
Supplies					
877-521000	Operating Supplies	7,553	4,066	12,000	12,000
877-521005	Supplies - Inspection Stickers	2,537	2,900	2,900	-
877-521100	Office Supplies	578	800	800	700
877-521200	Medical/Chemical Supplies	13,915	17,000	15,000	18,500
877-521300	Motor Veh. Supplies	172,141	181,500	177,500	183,000
877-521600	Equip Maint Supplies	239	1,500	1,500	2,500
Total Supplies		196,963	207,766	209,700	216,700
City Support Services					
877-532400	Computer Fees & Licenses	5,517	7,000	12,500	15,000
Total City Support Services		5,517	7,000	12,500	15,000
Utility Services					
877-533500	Vehicle Fuel	5,731	11,385	11,000	11,500
Total Utility Services		5,731	11,385	11,000	11,500

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
877-535100	Uniforms	8,139	3,500	5,000	8,000
877-535200	Annual Awards	150	500	500	500
877-535500	Training/Travel	2,223	17,000	20,000	24,000
877-535510	Meeting Expenses	263	1,200	1,200	-
Total Staff Support		10,775	22,200	26,700	32,500
Maintenance Services					
877-551000	Outside Fleet Repair	133,448	190,802	165,000	170,000
877-551050	Outside Collision Repair	31,871	35,000	30,000	35,000
877-551100	Building Maintenance	-	-	-	-
877-551400	Minor & Other Equip Maint	-	-	-	-
877-551800	Other Maintenance Agreements	3,862	18,000	15,000	28,000
Total Maintenance Services		169,181	243,802	210,000	233,000
Operating Equipment					
877-571200	Vehicles & Access. Under $5,000	-	7,519	7,519	4,000
877-571500	Operating Equipment	4,413	10,034	10,000	10,000
Total Operating Equipment		4,413	17,553	17,519	14,000
Capital Outlay					
877-581200	Vehicles & Access. Over $5,000	151,643	26,413	52,600	138,000
877-581500	Equipment Over $5,000	-	22,636	6,350	83,000
Total Capital Outlay		151,643	49,049	58,950	221,000
TOTAL FLEET SERVICE		913,882	1,073,597	1,072,351	1,304,158

DEPARTMENT: PUBLIC WORKS
DIVISION: 878 Facility Services
FUND: 101 GENERAL FUND

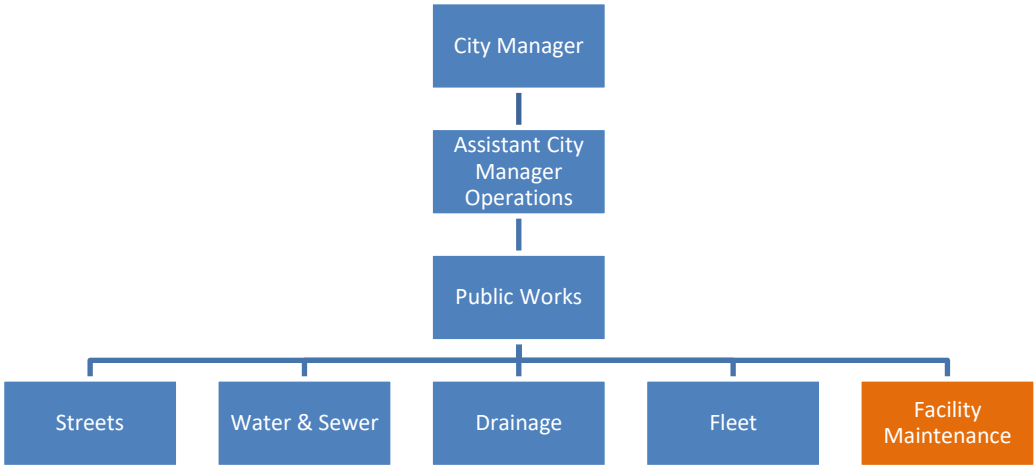
DEPARTMENT DESCRIPTION

Facility Services supports, maintains, and provides custodial services for 27 facilities totaling 301.656 square feet. The City buildings include City Hall, Administration Building, Police, Fire, EMS, Community Center Central, Community Center North, City Council Chambers, Civic Center, Public Library, Visitor Center (Kramer House), YMCA, Senior Center, Purchasing building, Public Works facility, Animal Control, Aquatic Center, Fire/EMS station on I.H.35, Marion EMS station, Records, Fire Station #3, various offices, meeting/training rooms, and storage areas. In addition, Facility Services provides function set up for events such as City Council, Planning and Zoning, various Boards and Commissions, Department meetings, Municipal Court, training seminars, elections, ground breaking ceremonies and other special events.

GOALS AND OBJECTIVES

- Provide quality customer services in an effective and efficient manner.
- Promote and implement energy efficiency programs to reduce utility consumption.
- Provide high-quality preventative maintenance to extend the life of facilities.
- Provide safe and clean facilities.

ORGANIZATION CHART



FACILITY SERVICES	2019-20	2020-21	2021-22
Facility Services Manager	1	1	1
Facility Services Supervisor	1	1	1
Facilities Technician	5	4	4
Grounds Maint. Technician	0	1	1
HVAC Technician	1	1	1
Electrician	1	1	1
Facilities Crew Leader	1	1	1
Plumber	0	0	1
TOTAL POSITIONS	10	10	11

.

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Square footage maintained	267.578	286.636	301.656
City Buildings Maintained	24	26	27
Completed work orders	864	1010	1160
Internal Pest Control Services	120	130	140

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Electrical Repairs	76	216	310
Plumbing Repairs	43	50	80
HVAC Repairs	121	780	800
Carpentry	87	127	145
Misc. / other	537	567	582

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	$728,601	$781,386	$820,274
Supplies	57,316	115,500	159,500
City Support Services	100	200	5,000
Utility Services	182,140	186,022	186,000
Staff Support	6,588	8,800	18,400
Professional Services	91,510	92,000	160,000
Maintenance Services	331,736	608,000	428,000
Rental Equipment	767	500	500
Operating Equipment	6,558	1,500	6,000
Capital Outlay	26,694	35,000	32,000
Total	*$1,432,009*	*$1,828,908*	*$1,815,674*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases 0.7% from the FY 2020-21 year end estimates. A new plumber position, landscaping supplies previously budgeted in the Parks department, as well as increased utility costs, and additional budget for the facilities cleaning contract are offset by the completion of the Public Safety restroom project that was completed during FY 2020-21.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
INTERNAL SERVICE EXPENDITURES					
FACILITY SERVICES					
Personnel Services					
878-511110	Regular	470,860	460,029	506,600	501,293
878-511120	Overtime	21,467	22,769	22,000	26,336
878-511180	LTD	329	1,416	-	-
878-511210	Longevity	11,992	14,096	14,169	15,444
878-511230	Certification Allowance	900	1,276	500	1,315
878-511310	FICA - Employer	34,885	36,887	38,108	40,252
878-511350	TMRS - Employer	81,438	81,019	79,603	89,184
878-511410	Health - Employer	101,872	111,512	114,000	138,542
878-511500	Workers Compensation	4,857	6,822	6,406	8,573
Total Personnel Services		728,600	735,826	781,386	820,939
Supplies					
878-521000	Operating Supplies	52,228	128,000	100,000	128,000
878-521100	Office Supplies	455	2,000	1,500	1,500
878-521200	Medical/Chemical Supplies	4,633	13,000	13,000	13,000
878-521300	Motor Veh. Supplies	-	1,400	500	500
878-521315	Landscaping Supplies-Campus	-	-	-	15,000
878-521600	Equip Maint Supplies	-	1,500	500	1,500
Total Supplies		57,316	145,900	115,500	159,500
City Support Services					
878-532400	Computer Fees & Licenses	100	5,000	200	5,000
Total City Support Services		100	5,000	200	5,000
Utility Services					
878-533100	Gas Utility Service	4,022	5,000	5,000	5,000
878-533200	Electric Utility Service	111,192	118,000	118,000	118,000
878-533310	Telephone/Cell Phones	22	-	22	-
878-533410	Water Utility Service	60,302	40,000	55,000	55,000
878-533500	Vehicle Fuel	6,602	8,000	8,000	8,000
Total Utility Services		182,140	171,000	186,022	186,000

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
878-535100	Uniforms	4,027	5,000	5,000	5,000
878-535200	Annual Awards	81	300	500	6,400
878-535300	Memberships	373	500	500	-
878-535500	Training/Travel	1,860	5,500	2,000	5,500
878-535510	Meeting Expenses	247	1,500	800	1,500
Total Staff Support		6,588	12,800	8,800	18,400
Professional Services					
878-541300	Prof Services/Consulting	(581)	-	-	-
878-541310	Contractual Services	92,091	85,746	92,000	160,000
Total Professional Services		91,510	85,746	92,000	160,000
Maintenance Services					
878-551100	Building Maintenance	312,147	619,000	585,000	395,000
878-551400	Minor & Other Equip Maintenance	3,692	-	5,000	-
878-551800	Other Maint Agreement	15,897	33,536	18,000	33,000
Total Maintenance Services		331,736	652,536	608,000	428,000
Rental-ROW					
878-561100	Rental Equipment	767	500	500	500
Total Rental-ROW		767	500	500	500
Operating Equipment					
878-571200	Vehicles & Accessories < $5,000	5,758	-	-	-
878-571600	Police/Fire/Medical Equipment	150	16,500	1,500	5,000
878-571800	Equipment Under $5,000	650	-	-	1,000
Total Operating Equipment		6,558	16,500	1,500	6,000
Capital Outlay					
878-581200	Vehicles & Accessories > $5,000	26,694	30,000	35,000	32,000
878-581800	Equipment > $5,000	-	-	-	-
Total Capital Outlay		26,694	30,000	35,000	32,000
TOTAL FACILITY SERVICES		1,432,009	1,855,808	1,828,908	1,816,339

DEPARTMENT: 901 CITY ASSISTANCE
FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Senior Center is supported by contracting with the YMCA for programing and a vendor to support the meal program. The Senior Center provides a social environment for the local area seniors and a hot meal for them to enjoy.

The Patient Assistance program is an Interlocal Agreement between the City of Schertz and Guadalupe Valley Hospital. The Hospital agrees to provide prescription medication free of charge or at a low cost to citizens of Schertz who qualify for assistance under established guidelines. The Hospital agrees to maintain a part-time intake and information office in Schertz. Prescriptions will be filled and administered at the Hospital's Seguin facility. The City agrees to pay the hospital an agreed upon amount under the yearly contract. The Hospital agrees to provide written reports to the City and to provide the City with the complete budget for the Hospital's drug program. This contract is for $5,000.

The City of Schertz also provides assistance to the Guadalupe Children's Advocacy Center. The Center provides a warm, homelike environment for children who visit to be interviewed about physical or sexual abuse. The Children's Advocacy Center's primary emphasis is placed on the well-being of the child to prevent further trauma. This agreement is for $5,000

Transportation Assistance is provided through Alamo Regional Transit for senior citizens.

Starting in 2016-17 the City has entered into a support agreement with the Schertz Housing Authority to provide assistance in their mission of helping those in need find suitable living spaces.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
City Assistance	$283,640	$317,666	$332,666
Operating Equipment	4,322	750	10,000
Total	*$287,962*	*$318,416*	*$342,666*

PROGRAM JUSTIFICATION & ANALYSIS

The FY 2021-22 Budget will increase 7.6% from the FY 2020-21 year end estimate due to an increase in the contact with the YMCA for management of the Senior

Center as well as an increase in the donation expense for the senior center which is offset by donation revenue.

101 GENERAL FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
MISCELLANEOUS EXPENDITURES					
CITY ASSISTANCE					
City Assistance					
901-537300	Patient Assistance	5,000	5,000	5,000	5,000
901-537400	Transportation Assistance	42,666	45,000	42,666	42,666
901-537500	Children's Advocacy Assistance	5,000	5,000	5,000	5,000
901-537600	Schertz Housing Authority	5,000	5,000	5,000	5,000
901-537700	Senior Citizen Program	225,974	260,000	260,000	275,000
Total City Assistance		283,640	320,000	317,666	332,666
Operating Equipment					
901-571600	Donation- Expense Sr. Center	4,322	10,000	750	10,000
Total Operating Equipment		4,322	10,000	750	10,000
TOTAL CITY ASSISTANCE		287,962	330,000	318,416	342,666

DEPARTMENT: 910 COURT RESTRICTED FUNDS
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The court security fee and court technology fees are revenues that are restricted on use. The court technology must only be spent to purchase new or replacement devices to improve or maintain the efficiency of the Municipal Court. Approved purchases are computers, servers where court files are stored and computerized ticket writers. The court security fee can only be used to add or enhance security measure to the court room for the safety of staff and citizens. Currently the security fee will be used to offset a Deputy Marshal position which provides security for the Court.

Budget	2019-20 Actual	2020-21 Estimate	2021-21 Budget
Operating Equipment	$0	$19,765	$19,452
Total	*$0*	*$19,765*	*$19,452*

PROGRAM JUSTIFICAITON & ANALYSIS

The FY 2021-22 Budget will decrease $313 from the FY 2020-21 to match the increase in court technology fee projections.

101 GENERAL FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
MISCELLANEOUS EXPENDITURES				
COURT RESTRICTED FUNDS				
Operating Equipment				
910-571600 Court Technology	-	22,992	19,765	19,452
Total Operating Equipment	-	22,992	19,765	19,452
TOTAL COURT RESTRICTED FUNDS	-	22,992	19,765	19,452

FUND: 505 INTEREST & SINKING FUND

DESCRIPTION

This fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest on city debt. The Interest & Sinking portion of the property taxes are directly deposited by the County Tax Assessor's Office into this fund.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Taxes	$6,714,516	$6,980,000	$7,329,862
Miscellaneous	94,896	101,850	105,000
Total	*$6,809,411*	*$7,081,850*	*$7,434,862*
Expenses			
Professional Service	$4,200	$179,800	50,000
Debt Service	7,021,520	7,044,861	6,626,915
Total	*$7,025,720*	*$7,224,661*	*$6,676,915*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenues for FY 2021-22 increase 5.0% from the FY 2020-21 estimate with higher property values.

Expenses: The FY 2021-22 Budget will decrease 7.6% from the FY 2020-21 year end estimate following the debt service schedule.

505 TAX INTEREST & SINKING	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
FINANCIAL SUMMARY				
Revenue Summary				
Taxes	6,714,516	6,980,821	6,980,000	7,329,862
Fund Transfers	-	-	-	-
Miscellaneous	94,896	115,000	101,850	105,000
TOTAL REVENUES	6,809,412	7,095,821	7,081,850	7,434,862
Expenditure Summary				
General Government				
Non Departmental	7,025,720	7,094,861	7,224,661	6,676,915
TOTAL EXPENDITURES	7,025,720	7,094,861	7,224,661	6,676,915
OVER/UNDER	(216,308)	960	(142,811)	757,947
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	1,173,771	957,463	957,463	814,652
ENDING FUND BALANCE	957,463	957,463	814,652	1,572,599

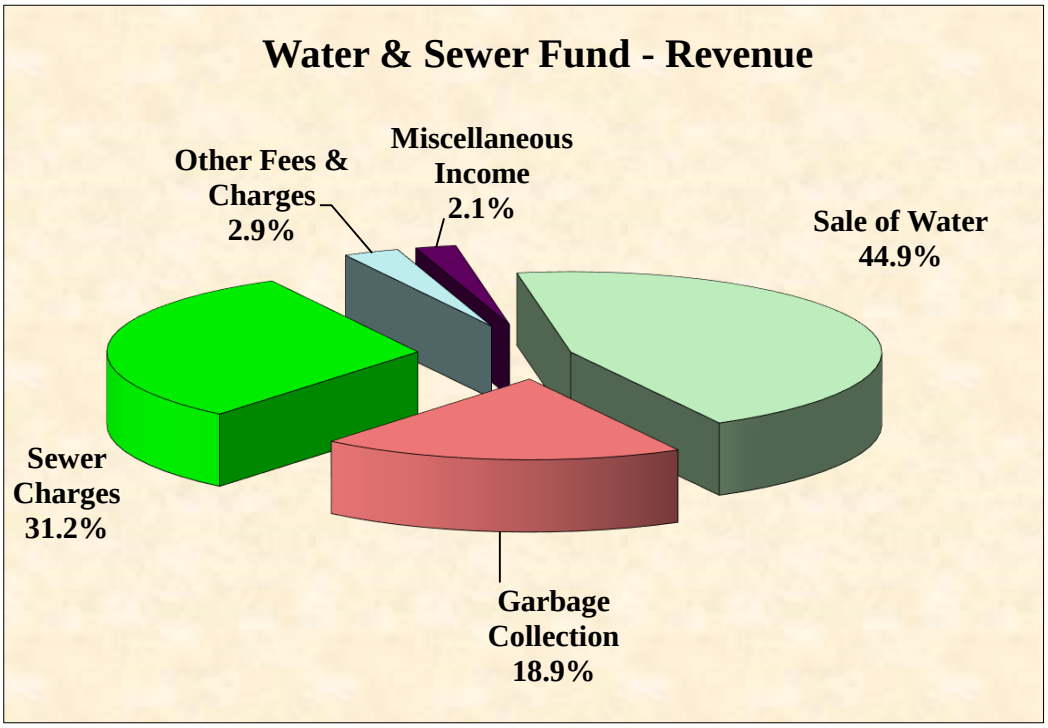
505 TAX INTEREST & SINKING	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES				
Taxes				
000-411900 Property Tax Revenue	6,714,516	6,980,821	6,980,000	7,329,862
Total Taxes	6,714,516	6,980,821	6,980,000	7,329,862
Fund Transfers				
000-481000 Transfer IN - Reserves	-	-	-	-
Total Fund Transfers	-	-	-	-
Miscellaneous				
000-491000 Interest Earned	1,694	-	350	1,000
000-491200 Investment Income	18,202	15,000	1,500	4,000
000-495020 Contribution From YMCA	75,000	100,000	100,000	100,000
000-497000 Misc Income	-	-	-	-
000-498000 Proceeds From Refunding Debt	-	-	-	-
Total Miscellaneous	94,896	115,000	101,850	105,000
TOTAL REVENUES	6,809,412	7,095,821	7,081,850	7,434,862

505 TAX INTEREST & SINKING		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT					
EXPENDITURES					
Professional Services					
101-541500	Paying Agent	4,200	5,000	5,000	5,000
101-541502	Cost of Bond Issuance	-	45,000	174,800	45,000
Total Professional Services		4,200	50,000	179,800	50,000
Debt Service					
101-555612	Bond-GO Refunding 2010-Princip	-	-	-	-
101-555612.1	Bond-GO Refundin 2010-Interest	-	-	-	-
101-555628	Bond-CO 2007-Principal	-	325,000	-	-
101-555628.1	Bond-CO 2007-Interest	-	98,800	-	-
101-555629	Bond-GO 2007 Principal	315,000	-	325,000	340,000
101-555629.1	Bond-GO 2007 Interest	111,468	-	98,800	85,267
101-555631	Bond-GO SR2009 Principal	-	-	-	-
101-555631.1	Bond-GO SR2009 Interest	-	-	-	-
101-555633	Bond-GO SR2011 Principal	260,000	270,000	270,000	-
101-555633.1	Bond-GO SR2011 Interest	308,888	296,938	296,938	-
101-555634	Bond-GO 2011A Refund-Principal	475,000	485,000	485,000	-
101-555634.1	Bond-GO 2011A Refund-Interest	63,428	52,367	52,367	-
101-555635	Bond-GO 2012 - Principal	355,000	365,000	365,000	375,000
101-555635.1	Bond-GO 2012 - Interest	149,170	138,370	138,370	128,677
101-555638	Bond-GO 2014 Refund-Principal	100,000	100,000	100,000	750,000
101-555638.1	Bond-GO 2014 Refund-Interest	283,775	280,775	280,775	268,025
101-555639	Tax Note - SR2015 - Principal	35,000	40,000	40,000	-
101-555639.1	Tax Note - SR2015 - Interest	1,308	700	700	-
101-555640	Bond-Ref 2015 Bond-Principal	675,000	690,000	690,000	-
101-555640.1	Bond-GO Ref 2015-Interest	66,188	47,400	47,400	37,050
101-555641	Tax Note - SR2015A-Principal	150,000	150,000	150,000	155,000
101-555641.1	Tax Note - SR2015A - Interest	7,007	4,697	4,697	2,387
101-555642	Bond-GO SR2016-Principal	225,000	235,000	235,000	245,000
101-555642.1	Bond-GO SR2016-Interest	150,406	141,207	141,207	131,607
101-555643	Bond-TaxableB CO SR2016-Princi	60,000	60,000	60,000	60,000
101-555643.1	Bond-Taxable CO SR2016-Interes	43,863	42,063	42,063	40,263
101-555644	Bond-NonTaxA CO SR2016-Princip	180,000	190,000	190,000	195,000
101-555644.1	Bond-NonTax CO SR2016-Interest	55,569	48,169	48,169	40,469
101-555645	Bond-CO SR2017-Principal	290,000	405,000	405,000	420,000
101-555645.1	Bond-CO SR2017 - Interest	130,475	126,800	126,800	114,425
101-555646	Bond-GO SR2017 - Principal	155,000	160,000	160,000	165,000
101-555646.1	Bond-GO SR2017 - Interest	109,650	104,925	104,925	100,050
101-555647	Bond-GO 2018 Refund- Principal	560,000	570,000	570,000	585,000
101-555647.1	Bond-GO 2018 Refund - Interest	110,346	98,368	98,368	86,125
101-555648	Bond-CO SR2018 - Principal	220,000	235,000	235,000	245,000
101-555648.1	Bond-CO 2018 - Interest	187,263	175,888	175,888	163,888

505 TAX INTEREST & SINKING		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
101-555649	Bond-GO 2018 Ref - Principal	580,000	530,000	530,000	185,000
101-555649.1	Bond-GO 2018 Ref - Interest	227,444	199,694	199,694	181,819
101-555650	Bond-CO 2019-Principal	250,000	255,000	255,000	265,000
101-555650.1	Bond-CO 2019-Interest	130,275	122,700	122,700	114,900
101-555651	Bond-GO 2020-Principal	-	-	-	935,000
101-555651.1	Bond-GO 2020-Interest	-	-	-	211,963
Total Debt Service		7,021,523	7,044,861	7,044,861	6,626,915
TOTAL INTEREST & SINKING		7,025,723	7,094,861	7,224,661	6,676,915
OVER/UNDER		(216,308)	960	(142,811)	757,947
FUNDING FROM RESERVES		-	-	-	-
BEGINNING FUND BALANCE		1,173,771	957,463	957,463	814,652
ENDING FUND BALANCE		957,463	957,463	814,652	1,572,599

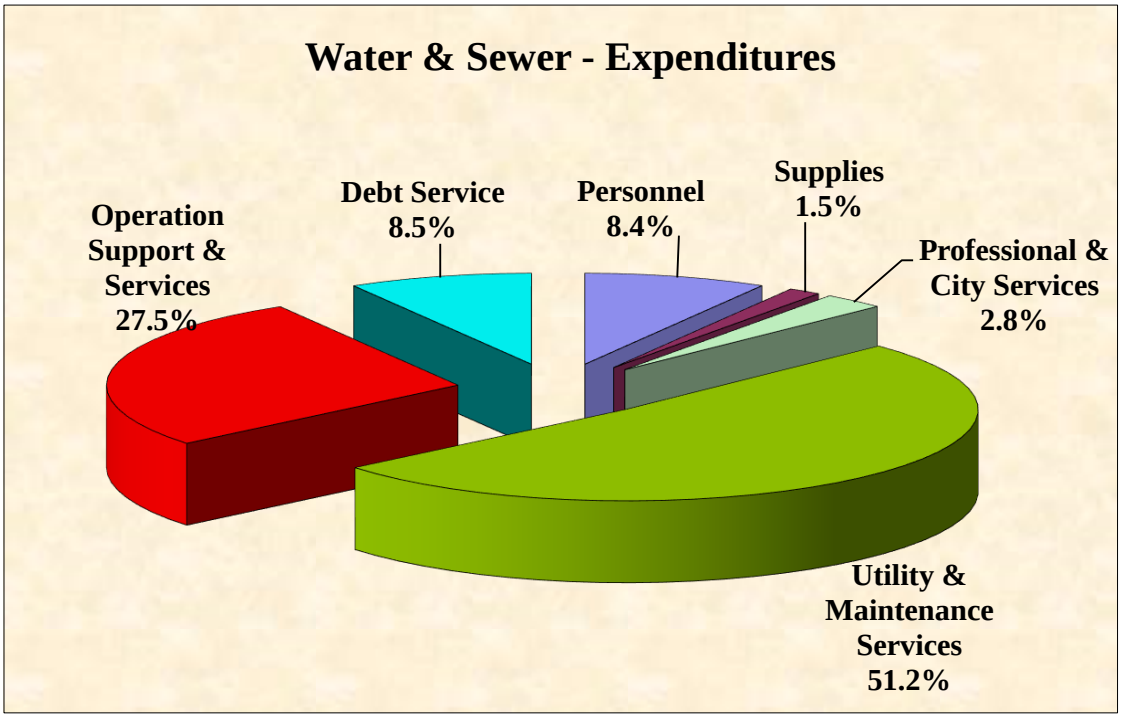
Water & Sewer - Revenues

Sale of Water	**$**	**12,600,000**
Garbage Collection		**5,300,000**
Sewer Charges		**8,770,000**
Other Fees & Charges		**815,000**
Miscellaneous Income		**897,723**
TOTAL	**$**	**28,382,723**



Water & Sewer Expenditures

Personnel	**$**	**2,097,374**
Supplies		**372,600**
Professional & City Services		**709,015**
Utility & Maintenance Services		**12,760,830**
Operation Support & Services		**6,860,959**
Capital Expense		**106,600**
Debt Service		**2,106,932**
TOTAL	**$**	**25,014,310**



FUND: 202 WATER & SEWER

DESCRIPTION

The Water & Sewer Fund tracks revenue and expenses for the City's water, sewer, and solid waste functions and is managed by the Public Works Department. Staff is responsible for the planning, operation, and maintenance of the "retail" water and wastewater service and infrastructure. This includes the water distribution system, wastewater collection system, and utility billing office. The City's "wholesaler" for water production and transport is the Schertz-Seguin Local Government Corporation. Wastewater treatment is handled by the Cibolo Creek Municipal Authority. Garbage collection is handled by Bexar Waste.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenues			
Franchises	$272,118	$238,750	$304,487
Permits	3,000	0	0
Fees	26,403,587	26,544,250	27,485,000
Fund Transfers	146,400	171,404	150,000
Miscellaneous	3,578,921	288,000	443,236
Total	*$30,404,026*	*$27,242,404*	*$28,382,723*
Expenses			
Non Departmental	$2,900,000	$619,746	$0
Business Office	974,558	1,080,912	1,244,983
W&S Administration	25,336,076	23,069,789	23,895,768
Projects	0	1,638,000	0
Total	*$29,210,634*	*$26,408,447*	*$25,140,751*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are expected to increase 4.2% from the FY 2020-21 year end estimate

Expenses: The FY 2020-21 Budget decreases 4.8% from the FY 2019-20 year end estimates due to fewer projects being funded which offset increases in the Business office and W&S Administration.

202-WATER & SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Revenue Summary				
Franchises	272,118	238,750	238,750	304,487
Permits	3,000	-	-	-
Fees	26,403,587	24,803,500	26,544,250	27,485,000
Fund Transfers	146,400	884,337	171,404	150,000
Miscellaneous	3,578,921	315,718	288,000	443,236
TOTAL REVENUES	30,404,026	26,242,305	27,242,404	28,382,723
Expenditure Summary				
GENERAL GOVERNMENT				
NON DEPARTMENTAL	2,900,000	600,000	619,746	-
BUSINESS OFFICE	974,558	904,861	1,080,912	1,247,318
TOTAL GENERAL GOVERNMENT	3,874,558	1,504,861	1,700,658	1,247,318
PUBLIC WORKS				
W & S ADMINISTRATION	25,336,076	23,976,392	23,069,789	24,013,044
TOTAL PUBLIC WORKS	25,336,076	23,976,392	23,069,789	24,013,044
MISC & PROJECTS				
PROJECTS	-	-	1,638,000	-
TOTAL MISC & PROJECTS	-	-	1,638,000	-
TOTAL EXPENDITURES	29,210,634	25,481,253	26,408,447	25,260,362
OVER/UNDER	1,193,392	761,052	833,957	3,122,361
FUNDING FROM RESERVES	-	(737,937)	-	-
BEGINNING FUND EQUITY	20,426,711	21,620,103	21,620,103	22,454,060
ENDING FUND EQUITY	21,620,103	21,643,218	22,454,060	25,576,421

202-WATER & SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Franchises				
000-421490 Tower Leasing	272,118	238,750	238,750	304,487
Total Franchises	272,118	238,750	238,750	304,487
Permits				
000-436010 Network Nodes	3,000	-	-	-
Total Permits	3,000	-	-	-
Fees				
000-455200 Garbage Collection Fee	5,220,775	5,280,000	5,280,000	5,300,000
000-455600 Fire Line Fees	-	33,000	-	-
000-455700 Recycle Fee Revenue	335,561	336,000	342,000	345,000
000-455800 W&S Line Constructn Reimbur	30,995	20,000	30,000	25,000
000-457100 Sale of Water	12,343,795	11,100,000	12,500,000	12,600,000
000-457110 Edwards Water Lease	55,616	40,000	40,000	40,000
000-457120 Water Transfer Charge-Selma	17,169	30,000	30,000	30,000
000-457200 Sale of Meters	110,222	120,000	120,000	120,000
000-457400 Sewer Charges	8,154,074	7,592,000	8,200,000	8,770,000
000-457500 Water Penalties	132,355	250,000	250	250,000
000-458110 Sale of Merchandise - GovDeals	-	-	-	2,500
000-459200 NSF Check Fee-Water&Sewer	3,025	2,500	2,000	2,500
Total Fees	26,403,587	24,803,500	26,544,250	27,485,000
Fund Transfers				
000-486000 Transfer In - Reserves	-	737,937	-	-
000-486100 Transfer In	-	-	-	-
000-486204 Interfnd Chrg-Drainage Billing	146,400	146,400	146,400	150,000
000-486406 Transfer In-Pblc Imprvmnt	-	-	25,004	-
Total Fund Transfers	146,400	884,337	171,404	150,000

202-WATER & SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Miscellaneous				
000-490000 Misc Charges	6,012	10,500	3,000	10,500
000-491000 Interest Earned	22,693	40,000	10,000	20,000
000-491200 Investment Income	143,787	120,000	60,000	90,000
000-495013 Capital Contribution-W&S	292,408	-	-	-
000-497000 Misc Income-W&S	2,963,406	20,000	25,000	25,000
000-498110 Salary Reimb-SSLGC	150,614	125,218	190,000	297,736
Total Miscellaneous	3,578,920	315,718	288,000	443,236
TOTAL REVENUES	30,404,025	26,242,305	27,242,404	28,382,723

DEPARTMENT: FINANCE
DIVISION: 176 WATER AND SEWER UTILITY BILLING
FUND: 202 WATER AND SEWER

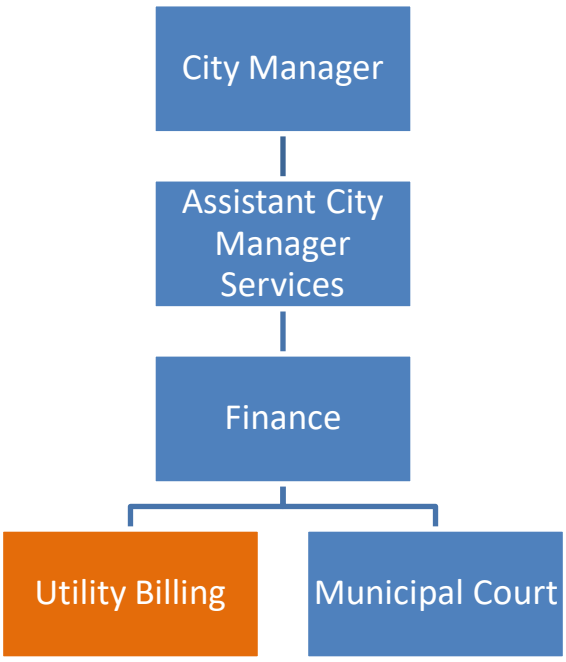
DEPARTMENT DESCRIPTION

Read meters for calculating usage. Prepare all utility bills for mailing. Collect utility payments and post to customer's account. Set up new customer accounts. Conduct sewer averaging annually. Collect payments for other departments. Collect debt for various departments. Solve complaints in timely and fair manner. Collect payments for other utilities and service providers. Take care of meter box maintenance.

GOALS AND OBJECTIVES

- Continue to provide friendly and efficient services to our customers.
- To encourage and educate our customers to use delivery of e-mail statements.
- To encourage and educate our customers to pay their utility bill by using the City's automatic draft payments services, online web payments, and e-services through their financial institution.
- To read water meters in a safe, reliable, and efficient manner
- Provide accurate and expedited utility billing statements

ORGANIZATIONAL CHART



UTILITY BILLING	2019-20	2020-21	2021-22
Utility Billing Manager	1	1	1
Utility Billing Asst. Manager	1	1	1
Utility Billing Clerk II	2	2	0
Utility Billing Clerk	2	2	4
Meter Tech	2	2	3
Meter Tech II	1	1	0
TOTAL POSITIONS	9	9	9

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	$517,323	$497,842	$545,043
Supplies	3,038	153,200	183,600
City Support Services	68,048	60,000	70,000
Utility Services	9,095	9,500	9,400
Operations Support	98,370	107,000	102,500
Staff Support	4,318	5,100	6,400
Professional Services	269,315	242,800	259,000
Maintenance Services	4,620	5,040	5,040
Operating Equipment	430	430	0
Capital Outlay	0	0	64,000
Total	*$974,558*	*$1,080,912*	*$1,244,983*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 15.2% from the FY 2020-21 year end estimate. This increase comes from the classification and compensation study recommendation and raising applicable positions minimum wage to $15/hour. In addition, the budget of $180,000 for purchasing new water meters has been transferred from the W&S administration budget.

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT					
BUSINESS OFFICE					
Personnel Services					
176-511110	Regular	307,855	325,655	325,655	346,860
176-511120	Overtime	5,687	6,845	6,000	7,451
176-511180	LTD	221	1,013	-	-
176-511210	Longevity	5,546	6,164	5,946	7,384
176-511230	Certification Allowance	-	975	975	1,170
176-511310	FICA - Employer	23,446	25,983	25,983	27,670
176-511350	TMRS-Employer	69,264	55,416	55,416	59,255
176-511410	Health-Employer	103,885	76,284	76,284	95,326
176-511500	Workers' Compensation	1,420	1,686	1,583	2,262
Total Personnel Services		517,324	500,021	497,842	547,378
Supplies					
176-521000	Operating Supplies	1,537	3,000	1,700	3,000
176-521100	Office Supplies	1,501	2,100	1,500	2,100
176-521405	Water Meters-New	-	-	150,000	180,000
Total Supplies		3,038	5,100	153,200	185,100
City Support Services					
176-532355	Software Maintenance	-	-	-	65,000
176-532400	Computer Fees & Licenses	67,064	-	60,000	-
176-532900	Contingencies	984	5,000	-	5,000
Total City Support Services		68,048	5,000	60,000	70,000
Utility Services					
176-533310	Telephone/Cell Phone	2,414	3,200	2,000	2,400
176-533500	Vehicle Fuel	6,682	6,000	7,500	7,000
Total Utility Services		9,096	9,200	9,500	9,400
Operations Support					
176-534000	Postage	77,290	90,000	75,000	74,500
176-534200	Printing & Binding	20,664	21,000	20,000	18,000
176-534300	Copy Services	416	9,500	12,000	10,000
Total Operations Support		98,370	120,500	107,000	102,500

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Staff Support					
176-535100	Uniforms	1,950	2,709	2,000	2,300
176-535200	Awards	193	200	200	200
176-535300	Memberships	30	100	10	100
176-535500	Training/Travel	2,516	3,500	2,000	3,500
176-535510	Meeting Expense	133	250	250	300
Total Staff Support		4,822	6,759	4,460	6,400
Professional Services					
176-541800	Credit Card Fees	243,699	240,000	240,000	250,000
176-541810	Credit Card Fees- AMEX	2,833	3,000	2,800	3,000
Total Professional Services		246,532	243,000	242,800	253,000
Maintenance Services					
176-551800	Other Maintenance Services	6,540	8,040	6,500	5,040
Total Maintenance Services		6,540	8,040	6,500	5,040
Operating Equipment					
176-571000	Furniture & Fixtures	360	600	430	600
Total Operating Equipment		360	600	430	600
Capital Outlay					
176-581200	Vehicles & Access. Over $5,	-	30,000	30,000	-
Total Capital Equipment		-	30,000	49,805	-
TOTAL BUSINESS OFFICE		954,130	928,220	1,131,537	1,179,418

DEPARTMENT: PUBLIC WORKS
DIVISION: 575 WATER & SEWER ADMINISTRATION
FUND: 202 WATER AND SEWER

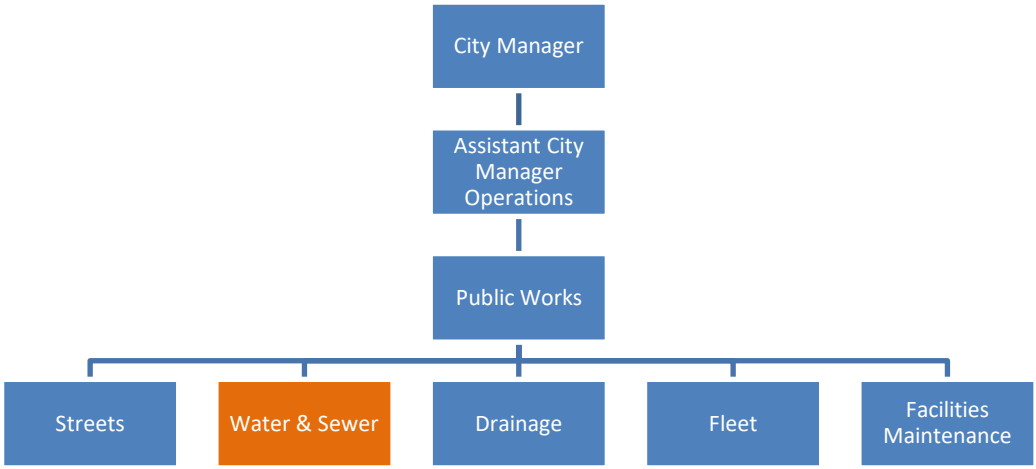
DEPARTMENT DESCRIPTION

The Water and Wastewater division of Public Works provides reliable water and wastewater services to all Schertz residents through maintenance, repair, strategic planning, inspection of new infrastructure, and the expansion of water and wastewater services. As part of this division's service to the community, the employees offer excellent customer service, participate in community events, provide a weekly chipping service, meet with developers and utility providers, review plat and subdivision plans, as well as review water and wastewater construction plans. In addition, the Water and Wastewater division oversees the drought and water conservation plans/ordinance, provides letters of availability and Certificates of Convenience and Necessity, assists other departments, and conduct department training, education, and planning.

GOALS AND OBJECTIVES

- Provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations.
- Ensure an adequate future water supply.
- Engage personnel in making decisions to strengthen ability to respond promptly to daily events.
- Emphasize safety to our employees to reduce preventable accidents.
- Promote water conservation, delivery of quality services, and providing accurate and timely responses to customer requests.

ORGANIZATION CHART



WATER & SEWER ADMINISTRATION	2019-20	2020-21	2021-22
Director	1	1	1
Water & Sewer Manager	1	1	1
Senior Administrative Assistant	1	1	1
Customer Relations Representative	1	1	1
SCADA Technician	0	0	1
Schertz-Seguin Local Government Corp Gen Mgr	1	1	1
Schertz-Seguin Local Government Corp Assistant Gen Mgr	0	1	1
Water & Sewer Superintendent	1	1	1
Water & Sewer Supervisor	1	1	1
Service Worker Crew Leader	1	1	1
Service Worker II	5	5	5
Service Worker I	10	10	10
TOTAL POSITIONS	23	24	24

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Water Accounts	16434	16734	17000
Miles of Water Main	227	230	232
Miles of Sewer Main	115	118	122

Efficiency	2019-20 Actual	2020-21 Estimate	2020-22 Budget
Gallons Pumped (Edwards), acre feet	125	135	138
Gallons Received (SSLGC), acre feet	5224	6000	6000
Gallons Distributed, acre feet	4937	5300	5500

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
New Meter Installed	311	350	350
New Service Taps	0	10	10
Water Service Calls	1085	1250	1250
Water Main Break, Service Repair Calls	1079	1200	1200
Sewer Backup and Repair Calls	784	825	850

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	$1,715,878	$1,494,633	$1,834,679
Supplies	162,369	62,200	62,000
City Support Services	61,040	62,860	178,500
Utility Services	3,780,627	3,555,050	3,573,200
Operations Support	10,462	11,250	12,050
Staff Support	38,967	38,000	43,000
City Assistance	227	500	250
Professional Services	441,771	349,000	476,970
Fund Charges/Transfers	8,822,137	6,355,534	6,825,826
Maintenance Services	9,460,743	8,835,140	9,247,240
Other Costs	36,605	40,000	38,500
Debt Service	636,763	2,100,622	1,518,553
Rental/Leasing	136,252	4,000	4,000
Operating Equipment	8,719	12,000	9,000
Capital Outlay	23,516	149,000	72,000
Total	*$25,336,076*	*$23,069,789*	*$23,895,768*
Projects	$0	$1,638,000	$0

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 3.6% from the FY 2020-21 year end estimate This increase comes from the classification and compensation study recommendation, raising applicable positions minimum wage to $15/hour and adding a SCADA Technician to upgrade and maintain the system that monitors the water and sewer infrastructure.

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC WORKS ADMINISTRATION					
Personnel Services					
575-511110	Regular	882,187	949,873	949,873	988,783
575-511120	Overtime	40,045	17,945	53,000	21,213
575-511180	LTD	2,618	3,005	719	3,160
575-511210	Longevity	20,146	27,542	22,381	24,270
575-511230	Certification Allowance	15,798	13,201	13,201	13,201
575-511240	Vehicle/phone Allowance	-	-	900	900
575-511310	FICA - Employer	70,862	76,758	76,758	79,885
575-511350	TMRS-Employer	153,905	160,789	160,789	170,396
575-511410	Health-Employer	155,416	208,469	208,469	238,201
575-511500	Workers' Compensation	9,503	9,783	8,543	9,987
Total Personnel Services		1,350,480	1,467,365	1,494,633	1,549,996
Supplies					
575-521000	Operating Supplies	11,240	9,000	9,000	9,000
575-521100	Office Supplies	1,478	1,500	1,500	1,500
575-521200	Medical/Chem Supplies	955	1,500	1,200	1,500
575-521400	Plumbing Supplies	78,927	50,000	50,000	50,000
575-521405	Water Meters-New	220,754	125,000	160,000	125,000
575-521600	Equip Maint Supplies	208	500	500	500
Total Supplies		313,562	187,500	222,200	187,500
City Support Services					
575-532500	City Insurance-Commercial	51,068	50,068	56,697	57,000
575-532800	Employee Appreciation Events	1,894	2,500	2,500	2,500
575-532900	Contingencies	-	72,035	3,663	107,035
Total City Support Services		52,962	124,603	62,860	166,535

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Utility Services					
575-533100	Gas Utility Service	1,377	1,500	1,500	1,500
575-533200	Electric Utility Service	302,733	320,000	305,000	320,000
575-533310	Telephone/Cell Phones	2,543	3,500	3,000	3,500
575-533320	Telephone/Air Cards	170	800	350	800
575-533400	Water Purchase	3,129,241	3,200,000	3,200,000	3,200,000
575-533410	Water Utility Service	1,538	10,000	2,200	10,000
575-533500	Vehicle Fuel	42,472	40,000	42,500	40,000
Total Utility Services		3,480,074	3,575,800	3,554,550	3,575,800
Operations Support					
575-534000	Postage	272	300	250	300
575-534100	Advertising	2,950	5,000	5,000	5,000
575-534200	Printing & Binding	284	500	500	500
575-534300	Equipment Maintenance - Copie	5,687	5,500	5,500	5,500
Total Operations Support		9,193	11,300	11,250	11,300
Staff Support					
575-535100	Uniforms	17,645	15,000	15,000	16,500
575-535300	Memberships	5,946	6,000	6,000	6,000
575-535500	Training/Travel	11,013	15,000	15,000	15,000
575-535510	Meeting Expenses	1,158	2,000	2,000	2,000
Total Staff Support		35,762	38,000	38,000	39,500
City Assistance					
575-537100	Medical Services	205	1,500	500	500
Total City Assistance		205	1,500	500	500
Professional Services					
575-541200	Legal Svcs	178,159	200,000	220,000	200,000
575-541300	Other Consl/Prof Services	82,647	147,965	29,000	112,965
575-541305	Cell Tower Management Fees	80,634	68,214	80,000	71,650
575-541400	Auditor/Accounting Service	30,644	24,000	19,000	24,000
575-541500	Paying Agent	1,000	1,000	1,000	1,000
Total Professional Services		373,084	441,179	349,000	409,615

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Fund Charges					
575-548040	Contribution To CVLGC	480,000	100,000	100,000	300,000
575-548050	Contribution to SSLG	3,807,218	4,006,734	4,006,734	3,875,323
575-548060	Contribution to CCMA	577,775	726,800	726,800	723,850
575-548101	Transfer Out - General Fund	-	4,000	4,000	4,000
575-548600	Inter-fund Charges-Admin	1,365,998	1,385,000	1,385,000	1,450,827
575-548610	Interfund Charge-Fleet	140,288	132,937	133,000	116,624
575-548800	Depreciation Expense	2,162,879	-	-	-
575-548900	Amortization Expense	11,381	-	-	-
Total Fund Charges		8,545,539	6,355,471	6,355,534	6,470,624
Maintenance Services					
575-551100	Building Maintenance	6	5,000	5,000	5,000
575-551300	Computer Maintenance	6,377	17,500	12,000	17,500
575-551400	Minor & Other Equip Maint	167	2,500	2,500	2,500
575-551500	Water Maintenance	152,846	155,000	155,000	155,000
575-551510	Waste Contractor Expense	4,848,197	4,540,000	4,500,000	4,721,600
575-551520	Sewer Treatment-CCMA/MUD	3,797,306	4,316,000	4,000,000	4,100,000
575-551530	Sewer Maintenance	32,067	434,000	80,000	84,000
575-551540	I&I Maintenance	6,033	60,000	60,000	60,000
575-551600	Street Maintenance Materials	13,736	20,000	20,000	20,000
575-551720	Low Flow Rebate Program	50	250	400	250
575-551800	Other Maintenance Agreements	240	240	240	240
Total Maintenance Services		8,857,025	9,550,490	8,835,140	9,166,090
Other Costs					
575-554100	State Water Fees-TCEQ	38,436	40,000	40,000	40,000
Total Other Costs		38,436	40,000	40,000	40,000
Debt Service					
575-555900	Debt Service	-	1,500,000	1,500,000	1,560,000
575-555900.	Interest Expense	480,954	600,622	600,622	546,932
Total Debt Service		480,954	2,100,622	2,100,622	2,106,932

202-WATER & SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Rental-ROW					
575-561000	Rental-Building & Land	2,866	3,500	3,500	3,500
575-561100	Rental-Equipment	-	1,000	500	1,000
575-561200	Lease/Purchase Payments	(33,173)	-	-	-
Total Rental-ROW		(30,307)	4,500	4,000	4,500
Operating Equipment					
575-571000	Furniture & Fixtures	3,321	5,000	5,000	5,000
575-571200	Vehicles & Access. LESS $5,00	3,621	-	-	-
575-571500	Minor Equipment	-	3,000	7,000	3,000
575-571800	Equipment Under $5,000	28,224	-	-	-
Total Operating Equipment		35,166	8,000	12,000	8,000
Capital Outlay					
575-581200	Vehicles & Access. Over $5,000	-	60,000	60,000	-
575-581800	Equipment Over $5,000	-	89,000	89,000	98,000
Total Capital Outlay		-	149,000	149,000	98,000
TOTAL PUBLIC WORKS ADMINISTRATION		23,542,135	24,055,330	23,229,289	23,834,892

202-WATER & SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Maintenance Services				
900-551900 Construction	-	1,638,000	1,638,000	-
Total Maintenance Services	-	1,638,000	1,638,000	-
TOTAL PROJECTS	-	1,638,000	1,638,000	-
TOTAL EXPENDITURES	27,396,265	27,221,550	26,618,572	25,014,310
OVER/UNDER	(1,108,917)	-	(2,307,541)	765,823
FUNDING FROM RESERVES	-	(4,124,855)	-	-
BEGINNING FUND EQUITY	10,615,089	9,506,172	9,506,172	7,198,631
ENDING FUND EQUITY	21,620,103	5,381,317	7,198,631	7,964,454

202-WATER & SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
MISCELLANEOUS & PROJECTS				
SEWER PROJECTS				
Professional Services				
902-541305 CCMA-Connection Fees	-	-	-	-
Total Professional Services	-	-	-	-
TOTAL SEWER PROJECTS	-	-	-	-
TOTAL EXPENDITURES	27,396,265	27,221,550	26,618,572	25,014,310
OVER/UNDER	1,193,392	761,052	833,957	3,122,361
FUNDING FROM RESERVES	-	(737,937)	-	-
BEGINNING FUND EQUITY	20,426,711	21,620,103	21,620,103	22,454,060
ENDING FUND EQUITY	21,620,103	21,643,218	22,454,060	25,576,421

FUND: 411 CAPITAL RECOVERY FUND WATER

(Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Provide citizens with quality projects completed on-time and on-budget.

- Design a 3 million gallon ground storage and booster station
- State law mandates that the Water/Wastewater Capital Recovery plan be updated at least every five years. The last study was 2011.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$1,244,813	$1,100,000	$1,100,000
Miscellaneous	83,451	169,000	16,000
Total	*$1,328,264*	*$1,269,000*	*$1,116,000*
Expenses			
Non Departmental	$58,301	$103,500	$51,000
Projects	0	512,000	0
Total	*$58,301*	*$615,500*	*$51,000*

PROGRAM JUSTIFICATION AND ANALYSIS

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Design has begun on the Corbett Ground Storage Tank.

411-CAPITAL RECOVERY - WATER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Fees	1,061,672	1,100,000	1,100,000	1,100,000
Miscellaneous	161,999	180,000	169,000	72,000
TOTAL REVENUES	1,223,671	1,280,000	1,269,000	1,172,000
Expenditure Summary				
General Government				
Non Departmental	1,375,984	256,000	103,500	206,000
Total General Government	1,375,984	256,000	103,500	206,000
TOTAL EXPENDITURES	1,375,984	256,000	103,500	206,000
OVER/UNDER	(152,313)	1,024,000	1,165,500	966,000
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	7,878,078	7,725,765	7,725,765	8,891,265
ENDING FUND EQUITY	7,725,765	8,749,765	8,891,265	9,857,265

411-CAPITAL RECOVERY - WATER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES				
Fees				
000-455900 Capital Recovery-Water	1,061,672	1,100,000	1,100,000	1,100,000
Total Fees	1,061,672	1,100,000	1,100,000	1,100,000
Miscellaneous				
000-491000 Interest Earned	3,383	5,000	4,000	2,000
000-491200 Investment Income	158,616	175,000	165,000	70,000
Total Miscellaneous	161,999	180,000	169,000	72,000
TOTAL REVENUES	1,223,671	1,280,000	1,269,000	1,172,000

411-CAPITAL RECOVERY - WATER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
NON-DEPARTMENTAL					
Professional Services					
101-541200	Legal Svcs-Water	-	5,000	2,500	5,000
101-541300	Professional Services-Cap Pla	-	250,000	100,000	200,000
101-541400	Auditor/Accounting Service	984	1,000	1,000	1,000
Total Professional Services		984	256,000	103,500	206,000
Fund Charges/Transfers					
101-548406	Transfer Out-Water/Sewer Pro	1,375,000	-	-	-
Total Fund Charges/Transfers		1,375,000	-	-	-
TOTAL NON-DEPARTMENTAL		1,375,984	256,000	103,500	206,000

411-CAPITAL RECOVERY - WATER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Fund Charges/Transfers				
900-548406 Transfer Out - Public Improvement	-	-	-	-
Total Fund Charges/Transfers	-	-	-	-
TOTAL WATER PROJECTS	-	-	-	-
TOTAL EXPENDITURES	1,375,984	256,000	103,500	206,000
OVER/UNDER	(152,313)	1,024,000	1,165,500	966,000
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	7,878,078	7,725,765	7,725,765	8,891,265
ENDING FUND EQUITY	7,725,765	8,749,765	8,891,265	9,857,265

FUND: 421 CAPITAL RECOVERY FUND SEWER

(Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Preliminary engineering and land acquisition for a waste water treatment plant for South Schertz. Initiate plans for the Southeast Quad Pump Station and the Ground Storage and Distribution Main for South Schertz. State law mandates that the Water/Wastewater Capital Recovery Plan be updated at least every five years. Last study was in 2011. Currently the Sedona WWTP serves the Crossvine Subdivision area but will be eliminated when the new CCMA WWTP comes on line. A sewer line and lift-station will be needed to accomplish this project.
- Initiate and institute a study to implement reuse water throughout the City.
- Provide citizens with quality projects completed on-time and on-budget.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$641,746	$510,800	$600,000
Miscellaneous	91,786	123,500	60,250
Total	*$733,531*	*$634,300*	*$660,250*
Expenses			
Non Departmental	$164,536	$258,000	$55,500
Total	*$164,536*	*$258,000*	*$55,500*

PROGRAM JUSTIFICATION AND ANALYSIS

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the construction of the main trunk line in southern Schertz that will connect to the new sewer treatment facility being added to the area.

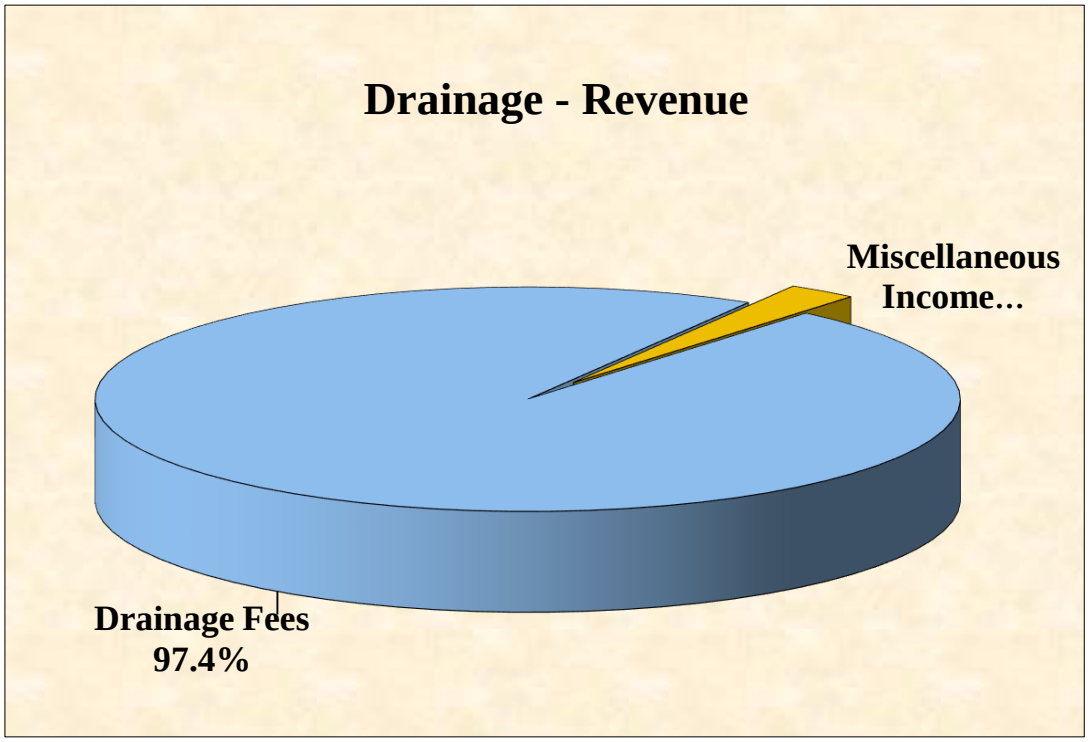
421-CAPITAL RECOVERY - SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Fees	598,137	600,000	510,800	600,000
Miscellaneous	165,709	103,000	123,500	72,000
TOTAL REVENUES	763,846	703,000	634,300	672,000
Expenditure Summary				
General Government				
Non Departmental	5,421	260,500	258,000	208,000
Total General Government	5,421	260,500	258,000	208,000
TOTAL EXPENDITURES	5,421	260,500	258,000	208,000
OVER/UNDER	758,425	442,500	376,300	464,000
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	6,587,409	7,345,834	7,345,834	7,722,134
ENDING FUND EQUITY	7,345,834	7,788,334	7,722,134	8,186,134

421-CAPITAL RECOVERY - SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Fees					
000-455910	Cap Rcvry-Waste Water	608,937	600,000	500,000	600,000
000-455913	Cap Rcvry-North Sewer Treat	(10,800)	-	10,800	-
Total Fees		598,137	600,000	510,800	600,000
Miscellaneous					
000-491000	Interest Earned	3,141	3,000	3,500	2,000
000-491200	Investment Income	139,329	100,000	120,000	70,000
000-491800	Gain/Loss Capital One Sewer	(8,567)	-	-	-
000-491900	Unrealize Gain/Loss-Captl One	31,806	-	-	-
Total Miscellaneous		165,709	103,000	123,500	72,000
TOTAL REVENUES		763,846	703,000	634,300	672,000

421-CAPITAL RECOVERY - SEWER		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
NON-DEPARTMENTAL					
Professional Services					
101-541200	Legal Services-Sewer	-	5,000	2,500	2,500
101-541300	Professional Services-Cap Plan	-	250,000	250,000	200,000
101-541400	Auditor/Accounting Service	984	1,000	1,000	1,000
101-541650	Investment Mgt Fee-Sewer	4,437	4,500	4,500	4,500
Total Professional Services		5,421	260,500	258,000	208,000
TOTAL NON-DEPARTMENTAL		5,421	260,500	258,000	208,000

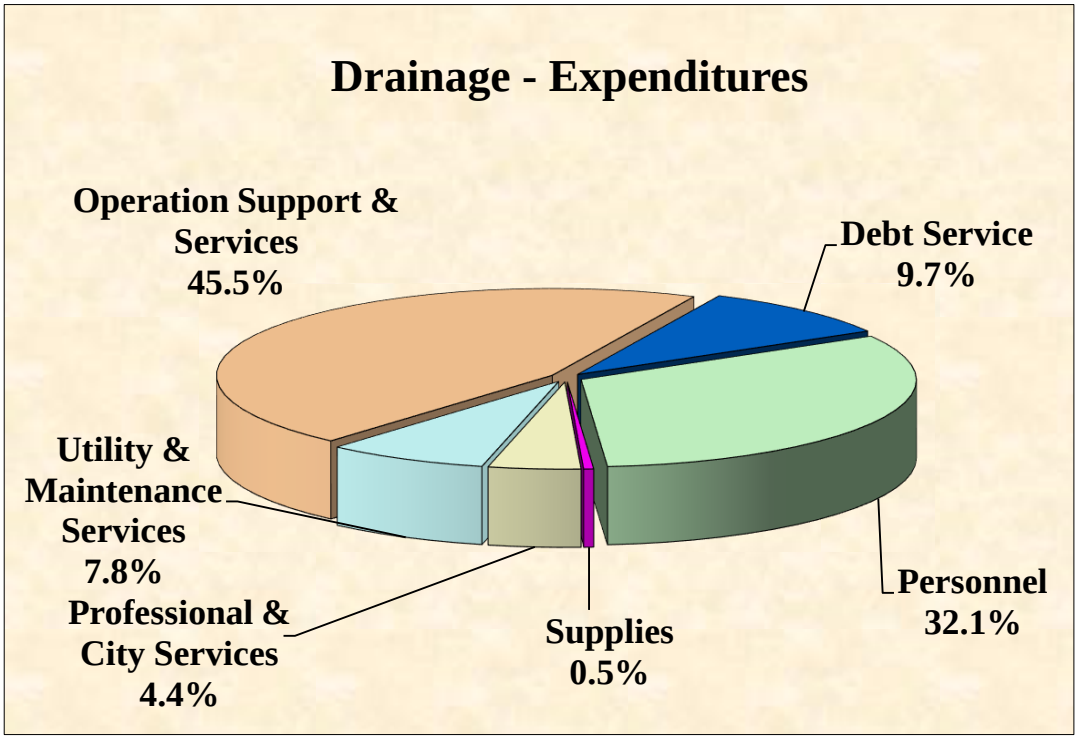
421-CAPITAL RECOVERY - SEWER	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SEWER PROJECTS				
Professional Services				
902-541300 Other Professional Services	-	-	-	-
Total Professional Services	-	-	-	-
TOTAL SEWER PROJECTS	-	-	-	-
TOTAL EXPENDITURES	5,421	260,500	258,000	208,000
OVER/UNDER	758,425	442,500	376,300	464,000
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	6,587,409	7,345,834	7,345,834	7,722,134
ENDING FUND EQUITY	7,345,834	7,788,334	7,722,134	8,186,134

Drainage - Revenue		
Drainage Fees	**$**	**1,230,000**
Permits		**4,000**
Inter-Fund Transfers		**178,564**
Miscellaneous Income		**33,000**
TOTAL	**$**	**1,445,564**



Drainage - Expenditures

Personnel	**$**	**403,147**
Supplies		**6,000**
Professional & City Services		**55,700**
Utility & Maintenance Services		**97,700**
Operation Support & Services		**571,917**
Capital Expense		**189,000**
Debt Service		**122,100**
TOTAL	**$**	**1,445,564**



FUND: 204 DRAINAGE FUND

DEPARTMENT DESCRIPTION

The Public Works Drainage Department is responsible for the maintenance and management of drainage channels, storm water inlets, floodways, road right-of-ways, alleys, and compliance with regulations, as well as reviewing the issuance of permits for development that might affect the infrastructure such as subdivision plans, and providing guidance to other departments as needed. The revenues come from a fee charged to “users”. A “user” is any citizen or business that owns impervious surfaces, any man made structure, such as buildings, parking lots, or driveways.

GOALS AND OBJECTIVES

- Protect lives and property.

- Institute best management practices in the maintenance of our natural creek ways and earthen channels to ensure water quality, reduce erosion, and increase conveyance.

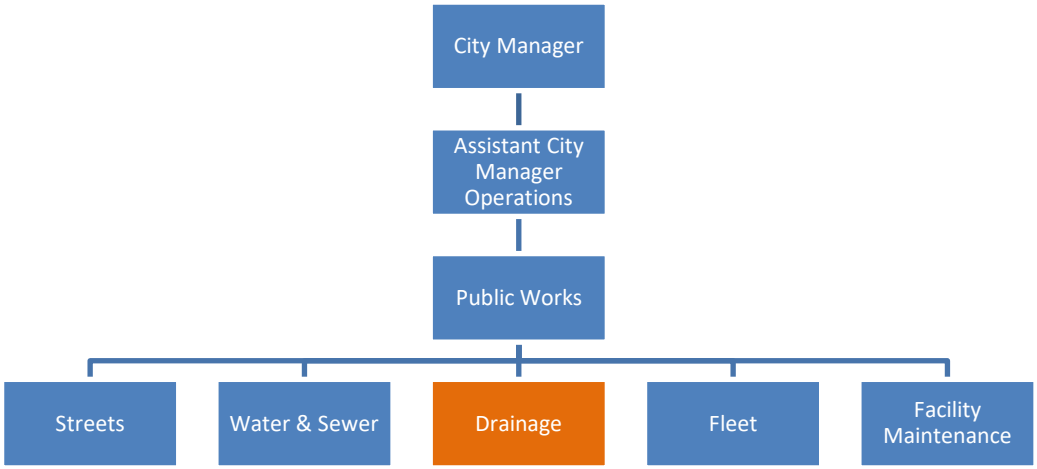
- Technical review and issuance of floodplain permits, floor insurance rate map revision, floodplain violation identification, coordination and prosecution support.

- Review storm water infrastructure plans

- Continue to evaluate, consider, and pursue all available resources for improving management of the local storm water infrastructure.

- Provide Storm water pollution and floodplain awareness to the community and city personnel.

ORGANIZATIONAL CHART



DRAINAGE	2019-20	2020-21	2021-22
Drainage Superintendent	1	1	1
Drainage Worker II	2	2	2
Drainage Worker I	5	5	5
TOTAL POSITIONS	8	8	8

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Acres of Alleys Mowed	5.15	5.15	5.15
Acres of Rights-of-Way (ROW) Mowed	57.46	66.46	66.46
Acres of Drainage Ditches Mowed	158.75	158.75	158.75

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Monthly Operating Expenditures	103,075	105,475	118,677

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
ROW Maintenance & Mowing, Hours	3410	5040	5040
Drainage Mowing, Hours	820	920	1000
Drainage Structure Maintenance, Hours	1660	1800	1900

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Permits	$3,220	$6,000	$4,000
Fees	1,230,623	1,180,800	1,260,000
Fund Transfers	0	17,229	17,229
Miscellaneous	13,209	2,075	3,000
Total	*$1,247,052*	*$1,206,104*	*$1,284,229*
Expenses			
Personnel	$311,779	$396,680	$461,464
Supplies	6,202	7,450	6,000
City Support Services	6,995	35,500	35,000
Utility Services	11,847	15,500	14,700
Operations Support	0	500	1,050
Staff Support	7,370	13,375	13,700
City Assistance	150	300	500
Professional Services	3,607	52,979	58,500
Fund Charges/Transfers	607,074	531,167	574,817
Maintenance Services	90,436	83,000	83,000
Other Costs	100	100	100
Debt Services	3,827	124,200	0
Rental/Leasing	0	500	500
Operating Equipment	1,944	2,500	2,500
Capital Outlay	0	224,120	14,000
Projects	0	0	0
Total	*$1,051,332*	*$1,487,871*	*$1,265,831*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The FY 2021-22 revenue from drainage fees is expected to increase 6.5%. An increase in drainage fees from new development is offset by lower interest and investment revenue.

Expenses: The FY 2021-22 Budget will decrease 14.9% from the FY 2020-21 year end estimate with the debt service being paid off FY 2020-21 and less purchases of large equipment.

204-DRAINAGE FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Permits	3,860	4,000	4,000	4,000
Fees	1,200,722	1,230,000	1,205,000	1,230,000
Fund Transfers	27,000	49,037	-	178,564
Miscellaneous	56,610	33,000	20,521	33,000
TOTAL REVENUES	1,288,192	1,316,037	1,229,521	1,445,564
Expenditure Summary				
Personnel Services	301,278	400,200	395,746	403,147
Supplies	4,516	6,000	5,900	6,000
City Support Services	3,266	10,500	5,500	35,500
Utility Services	15,022	13,200	10,750	14,700
Operations Support	-	1,050	-	1,050
Staff Support	9,598	13,700	8,500	13,700
City Assistance	63	500	150	500
Professional Services	1,475	11,500	6,500	41,500
Fund Charges/Transfers	791,503	479,659	479,659	532,167
Maintenance Services	32,767	92,000	92,000	83,000
Other Costs	100	200	100	200
Debt Service	5,535	124,200	124,200	122,100
Rental-ROW	55	500	250	500
Operating Equipment	4,474	2,000	1,500	2,500
Capital Outlay	-	110,500	110,500	189,000
Projects	-	49,037	-	-
TOTAL EXPENDITURES	1,169,652	1,314,746	1,241,255	1,445,564
OVER/UNDER	118,540	1,291	(11,734)	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	626,422	744,962	744,962	733,228
ENDING FUND EQUITY	744,962	746,253	733,228	733,228

204-DRAINAGE FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Permits					
000-432400	Floodplain Permit	3,860	4,000	4,000	4,000
Total Permits		3,860	4,000	4,000	4,000
Fees					
000-457500	Drainage Penalties	32	10,000	5,000	10,000
000-457600	Drainage Fees	1,200,690	1,220,000	1,200,000	1,220,000
Total Fees		1,200,722	1,230,000	1,205,000	1,230,000
Fund Transfers					
000-481000	Transfer In - Reserves	-	49,037	-	178,564
000-486405	Transfer-In Grant Fund	27,000	-	-	-
Total Fund Transfers		27,000	49,037	-	178,564
Miscellaneous					
000-491000	Interest Earned	3,366	3,000	750	3,000
000-491200	Investment Income	29,227	30,000	15,000	30,000
000-497000	Misc Income-Drainage	24,017	-	(229)	-
000-497100	MISC INCOME-SCRAP METAL	-	-	5,000	-
Total Miscellaneous		56,610	33,000	20,521	33,000
TOTAL REVENUES		1,288,192	1,316,037	1,229,521	1,445,564

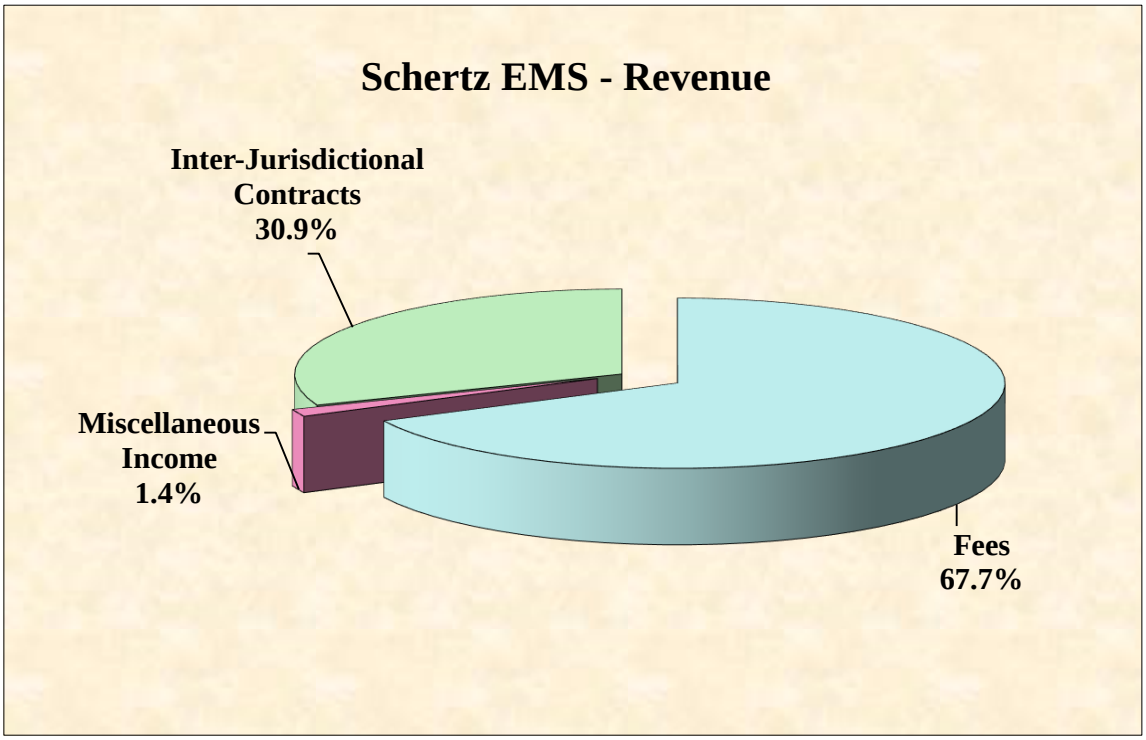
204-DRAINAGE FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
Expenditures					
Personnel Services					
579-511110	Regular	197,031	254,260	254,260	243,178
579-511120	Overtime	4,209	5,500	5,500	5,930
579-511180	LTD	597	788	144	754
579-511210	Longevity	8,341	9,166	8,616	9,474
579-511230	Certification Allowance	2,170	4,800	2,000	4,800
579-511310	FICA - Employer	16,431	20,940	20,940	20,149
579-511350	TMRS-Employer	34,246	44,234	44,234	42,977
579-511410	Health-Employer	34,703	56,886	56,886	72,405
579-511500	Workers' Compensation	3,550	3,626	3,166	3,480
Total Personnel Services		301,278	400,200	395,746	403,147
Supplies					
579-521000	Operating Supplies	1,868	3,300	3,300	3,300
579-521100	Office Supplies	200	500	500	500
579-521200	Medical/Chem Supplies	2,448	2,000	2,000	2,000
579-521300	Motor Vehicle Supplies	-	200	100	200
Total Supplies		4,516	6,000	5,900	6,000
City Support Services					
579-532500	City Insurance-Commercial	3,266	4,000	3,500	4,000
579-532800	EMPLOYEE APPRECIATION	-	2,500	2,000	1,500
579-532900	Contingencies	-	4,000	-	30,000
Total City Support Services		3,266	10,500	5,500	35,500
Utility Services					
579-533310	Telephone/Cell Phones	1,059	1,200	750	1,200
579-533500	Vehicle Fuel	13,963	12,000	10,000	13,500
Total Utility Services		15,022	13,200	10,750	14,700

204-DRAINAGE FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operations Support					
579-534000	Postage	-	50	-	50
579-534200	Printing & Binding	-	1,000	-	1,000
Total Operations Support		-	1,050	-	1,050
Staff Support					
579-535100	Uniforms	6,438	6,000	6,000	6,000
579-535300	Memberships	129	500	500	500
579-535500	Training/Travel	2,690	5,000	1,500	5,000
579-535510	Meeting Expenses	191	1,200	500	1,200
579-535600	Professional Certification	150	1,000	-	1,000
Total Staff Support		9,598	13,700	8,500	13,700
City Assistance					
579-537100	Medical Services	63	500	150	500
Total City Assistance		63	500	150	500
Professional Services					
579-541200	Legal Svcs	-	5,000	-	5,000
579-541310	Contractual Services	-	5,000	5,000	35,000
579-541400	Auditor/Accounting Service	1,475	1,500	1,500	1,500
Total Professional Services		1,475	11,500	6,500	41,500
Fund Charges/Transfers					
579-548000	Transfer Out	-	-	-	-
579-548101	Transfer Out - General Fund	-	1,000	1,000	1,000
579-548202	Transfer Out to Water & Sewe	152,777	-	-	-
579-548500	Interfund Charges-Admin	295,157	243,114	243,114	285,506
579-548600	Interfund Charges-Water	141,000	146,400	146,400	146,400
579-548610	Interfund Charge-Fleet	95,005	89,145	89,145	99,261
579-548800	Depreciation Expense	107,564	-	-	-
Total Fund Charges/Transfers		791,503	479,659	479,659	532,167
Maintenance Services					
579-551300	Computer Maintenance	-	-	-	-
579-551610	Drainage Channel Maintenance	32,767	92,000	92,000	83,000
Total Maintenance Services		32,767	92,000	92,000	83,000

204-DRAINAGE FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Other Costs					
579-554100	State Storm Water Fee	100	200	100	200
Total Other Costs		100	200	100	200
Debt Service					
579-555900	Debt Service	-	120,000	120,000	120,000
579-555900.1	Interest Expense	5,535	4,200	4,200	2,100
Total Debt Service		5,535	124,200	124,200	122,100
Rental-ROW					
579-561100	Rental Equipment	55	500	250	500
Total Rental-ROW		55	500	250	500
Operating Equipment					
579-571200	Vehicles & Access Less $5,0(	4,474	-	-	-
579-571500	Equipment Under $5,000	-	2,000	1,500	2,500
Total Operating Equipment		4,474	2,000	1,500	2,500
Capital Outlay					
579-581010	Land Purchase	-	-	-	-
579-581200	Vehicles & Access. Over $5,0	-	35,500	35,500	-
579-581500	Machinery/Equipment	-	75,000	75,000	189,000
Total Capital Outlay		-	110,500	110,500	189,000
TOTAL DRAINAGE		1,169,652	1,265,709	1,241,255	1,445,564
OVER/UNDER		118,540	1,291	(11,734)	-
FUNDING FROM RESERVES		-	-	-	-
BEGINNING FUND EQUITY		626,422	744,962	744,962	733,228
ENDING FUND EQUITY		744,962	746,253	733,228	733,228

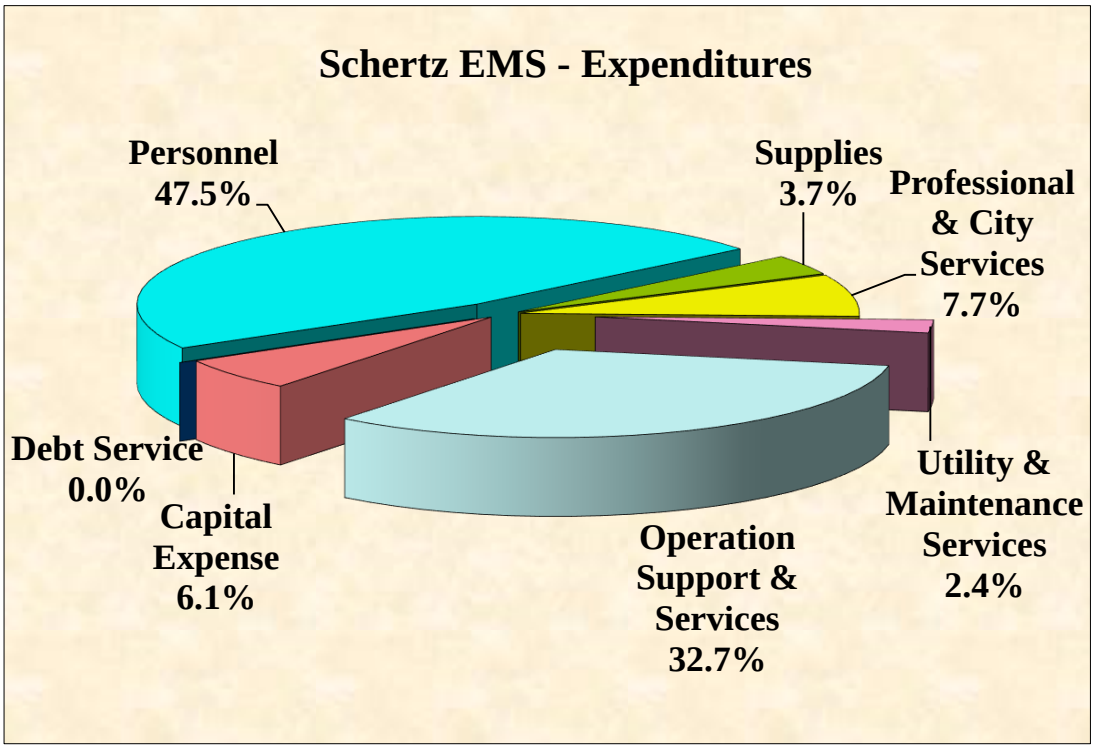
204-DRAINAGE FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Projects				
Expenditures				
City Support Services				
900-532900 Contingencies	-	2,324	-	-
Total City Support Services	-	2,324	-	-
Professional Services				
900-541100 Engineering	-	46,713	-	-
Total Professional Services	-	46,713	-	-
TOTAL PROJECTS	-	49,037	-	-
TOTAL EXPENDITURES	1,169,652	1,314,746	1,241,255	1,445,564
OVER/UNDER	118,540	1,291	(11,734)	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	626,422	744,962	744,962	733,228
ENDING FUND EQUITY	744,962	746,253	733,228	733,228

Schertz E M S - Revenues		
Ambulance/Mileage Fees	**$**	**6,621,567**
Miscellaneous Income		**135,500**
Inter-Jurisdictional Contracts		**3,028,357**
TOTAL	**$**	**9,785,424**



Schertz E M S - Expenditures

Personnel	**$**	**4,620,136**
Supplies		**359,500**
Professional & City Services		**750,367**
Utility & Maintenance Services		**234,000**
Operation Support & Services		**3,179,290**
Capital Expense		**589,000**
Debt Service		**-**
TOTAL	**$**	**9,732,293**



FUND: 203 EMERGENCY MEDICAL SERVICES (EMS)

DEPARTMENTAL DESCRIPTION

Schertz Emergency Medical Services responds to 911 requests for ambulance service across a 220 square mile service area that includes the municipalities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma, Universal City, western Guadalupe County, Comal County Emergency Services District (ESD) #6 (about 25% of Comal County including the City of Garden Ridge); and a small portion of unincorporated Bexar County. We also work with individual at-risk patients to insure they have the best access to primary healthcare and that their medical needs are being met before an emergency occurs. We educate our employees by providing over fifty hours of Continuing Education annually and over thirty hours for our first responders. We provide ambulance demonstrations and stand-by event coverage to further the knowledge of Emergency Medical Services and injury/illness prevention and preparedness.

GOALS AND OBJECTIVES

- Provide efficient pre-hospital healthcare services to the communities that we serve.

- Integrate the care that we provide with the rest of the healthcare system to reduce demand for 911 services while elevating access to care and appropriate destination management for the citizens we serve.

- Provide appropriate and timely education and training to our employees and our first responders to ensure the best and most current standard of care is provided.

- Provide high quality pre-hospital training and community education for the communities we serve and the region as a whole.

- Provide education and assistance to the community to prevent and prepare them for medical emergencies through community education, demonstrations, immunizations, and CPR and Automatic External Defibrillator training programs.

- Be the preferred employer for pre-hospital healthcare providers in the State of Texas

- Be thoroughly prepared for man-made and natural disasters in our jurisdiction, region, and statewide.

- Meet the needs of our customers and to solidify relationships and agreements with all eight cities, three counties and one Emergency Services District for which we provide service.

ORGANIZATIONAL CHART



EMS	2019-20	2020-21	2021-22
Director	1	1	1
Operations Manager	1	1	1
Clinical Manager	1	1	1
Community Health Coordinator	1	1	1
Training Coordinator	1	1	1
Office Manager	1	1	1
Instructor	0	1	1
Administrative Asst.	1	1	1
Billing Specialist	3	3	3
EMS Battalion Chief	3	3	3
Field Training Officer	3	3	3
Lieutenant	0	3	3
MIH Paramedic	1	1	1
Paramedic	25	28	30
EMT	3	6	6
P/T Paramedics	15	15	15
P/T EMT	5	5	5
P/T Supply Coordinator	1	1	1
TOTAL POSITIONS	65	76	78

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Requests for EMS Service	10,713	11,844	12,199
Transports to Hospitals	6,549	6,956	7,164
Hospital to Hospital Transports	861	900	900
Collections per Transport	517.91	490.00	500.00
Students Enrolled in EMT Certification Classes	84	100	100
Trips billed for Alamo Heights	553	575	600
Members of EMS Passport	431	425	450

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Response Time 90% Reliability	13:59	13:00	13:00
Total Time on Task (Minutes)	57:30	57:00	57:00
Transport Percentage	61%	62%	62%
Days Sales Outstanding	44	45	45
Mutual Aid Requested	30	40	40
Students Graduated from EMT Certification Classes	65	68	70

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Critical Failures / 100,000 miles	9.1	7	7
Fleet Accidents / 100,000 miles	4.6	4	4
Cardiac Arrest Save %	7%	10%	10%
Correct recognition of STEMI	80%	80%	80%
EMT Class Certification Pass Rate	94%	94%	94%

Budget	2019-20	2020-21	2021-22

	Actual	Estimate	Budget
Revenue			
Fees	$5,608,246	$6,372,025	$6,545,490
Inter-Jurisdictional	2,847,335	3,126,780	3,985,933
Fund Transfers	0	0	395,680
Miscellaneous	339,324	193,800	174,500
Total	*$8,794,906*	*$9,692,605*	*$11,101,602*
Expenses			
Personnel	$4,106,826	$4,612,284	$5,576,958
Supplies	280,631	354,000	366,500
City Support Services	63,791	134,718	138,000
Utility Services	110,894	131,500	106,000
Operations Support	37,967	42,815	40,000
Staff Support	53,394	53,000	70,000
City Assistance	554,071	625,489	626,989
Professional Services	-63,872	116,000	123,500
Fund Charges/Transfers	2,954,559	2,464,463	2,663,736
Maintenance Services	19,960	13,000	13,000
Debt Service	2,877	118,120	118,120
Rental/Leasing	0	67,000	150,000
Operating Equipment	47,573	72,000	82,500
Capital Outlay	0	772,000	1,026,300
Total	$8,168,722	$9,576,389	$11,101,603

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are expected to increase 15.9% from FY 2020-21 year end estimates for additional transports and an increase on the inter-jurisdictional contracts.

Expenses: The FY 2021-22 Budget will increase 15.9% from the FY 2020-21 year end estimate. This increase comes from the EMS department converting one ambulance from a 24 hour shift to a 12 hours shift increasing personnel costs. In addition, Schertz EMS was awarded a new contract with JBSA Randolph, which will add an additional ambulance and new personnel. These additions are offset by additional revenue brought in by the contract.

203 - E M S	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Fees	5,941,235	6,492,050	6,352,296	6,621,567
Inter-Jurisdictional	3,161,147	2,991,594	2,847,959	3,028,357
Miscellaneous	103,431	115,500	147,300	135,500
TOTAL REVENUES	9,205,813	9,599,144	9,347,555	9,785,424
Expenditure Summary				
Personnel Services	4,200,947	4,404,732	4,398,536	4,620,136
Supplies	393,101	376,100	368,600	359,500
City Support Services	64,106	133,400	136,879	136,000
Utility Services	240,784	240,000	129,500	137,000
Operations Support	63,624	63,550	48,639	49,500
Staff Support	56,092	83,650	62,700	69,500
City Assistance	556,463	562,367	558,367	562,367
Professional Services	97,493	158,000	134,000	118,500
Fund Charges	3,076,256	2,854,205	2,721,685	2,993,790
Maintenance Service	11,819	30,000	29,200	30,000
Debt Service	113,549	281,008	281,008	-
Rental Lease	100,780	67,000	65,118	67,000
Operating Equipment	77,064	73,300	65,000	72,000
Capitalized Equipment	-	371,000	346,000	517,000
TOTAL EXPENDITURES	9,052,078	9,698,312	9,345,232	9,732,293
OVER/UNDER	153,735	(99,168)	2,323	53,131
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND EQUITY	3,251,729	3,405,464	3,405,464	3,407,787
ENDING FUND EQUITY	3,405,464	3,306,296	3,407,787	3,460,918

203 - E M S		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Fees					
000-456100	Ambulance/Mileage Transprt Fe	5,652,205	6,210,950	6,097,146	6,340,467
000-456110	Passport Membership Fees	23,860	28,000	27,000	28,000
000-456120	EMT Class - Fees	97,379	99,000	99,000	99,000
000-456122	CE Class - Fees	22,312	27,000	20,000	15,000
000-456130	Immunization Fees	2,764	2,000	7,500	3,000
000-456140	Billing Fees-External	23,569	25,000	24,500	26,000
000-456150	Standby Fees	25,185	30,000	20,000	25,000
000-456155	Community Services Support	52,320	50,000	23,000	50,000
000-456160	MIH Services	29,192	20,000	34,000	35,000
000-458110	Sale of Merchandise - GovDeals	12,399	-	-	-
000-459200	NSF Check Fee	50	100	150	100
Total Fees		5,941,235	6,492,050	6,352,296	6,621,567
Inter-Jurisdictional					
000-473500	Seguin/Guadalupe Co Support	843,578	843,577	843,577	843,577
000-474300	Cibolo Support	410,583	439,612	439,612	473,115
000-475100	Comal Co ESD #6	125,159	133,064	133,064	141,411
000-475200	Live Oak Support	232,140	237,775	237,775	246,256
000-475300	Universal City Support	300,092	305,996	305,996	321,566
000-475400	Selma Support	148,697	161,001	161,001	171,441
000-475500	Schertz Support	581,537	602,583	602,583	667,049
000-475600	Santa Clara Support	10,790	11,137	11,137	11,455
000-475800	Marion Support	16,347	16,849	16,849	18,375
000-475910	TASPP Program	492,224	240,000	96,365	134,112
Total Inter-Jurisdictional		3,161,147	2,991,594	2,847,959	3,028,357
Miscellaneous					
000-491000	Interest Earned	5,018	4,000	1,800	2,500
000-491200	Investment Income	9,919	9,500	12,000	5,000
000-493203	Donations-EMS	625	2,000	6,000	2,000
000-493205	Donations-Golf Tournament	(2,160)	-	-	-
000-497000	Misc Income	48,056	50,000	60,000	60,000
000-497100	Recovery of Bad Debt	2,977	50,000	7,500	6,000
000-497110	Collection Agency-Bad Debt	38,996	-	60,000	60,000
Total Miscellaneous		103,431	115,500	147,300	135,500
TOTAL REVENUES		9,205,813	9,599,144	9,347,555	9,785,424

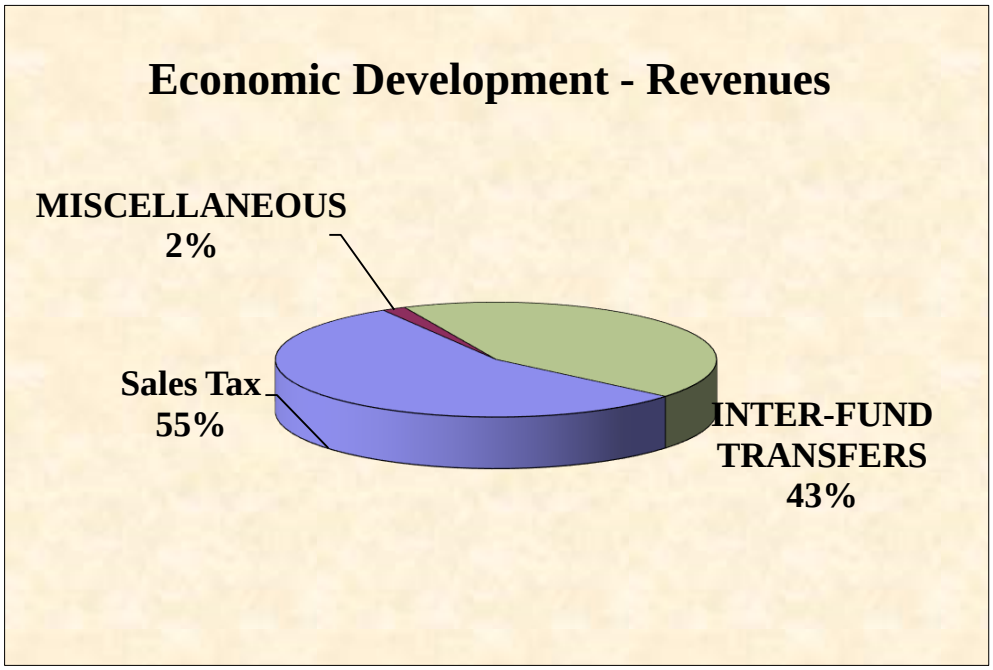
203 - E M S		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PUBLIC SAFETY					
EXPENDITURES					
Personnel Services					
280-511110	Regular	2,314,458	2,474,883	2,500,000	2,501,046
280-511120	Overtime	759,746	734,285	750,000	723,148
280-511180	LTD	6,310	6,494	1,598	6,625
280-511210	Longevity	43,266	44,585	45,000	46,756
280-511220	Clothing Allowance	11,616	12,168	12,168	12,480
280-511230	Certification Allowance	23,080	23,400	23,400	21,320
280-511310	FICA - Employer	241,927	246,355	247,000	252,813
280-511350	TMRS-Employer	474,190	484,783	450,000	497,124
280-511410	Health-Employer	284,039	311,434	311,434	497,182
280-511500	Workers' Compensation	42,315	66,345	57,936	61,642
Total Personnel Services		4,200,947	4,404,732	4,398,536	4,620,136
Supplies					
280-521000	Operating Supplies	510	2,000	2,000	2,000
280-521010	Operating Supplies-EMT Class	21,638	26,000	25,000	25,000
280-521020	Operating Supplies-CE Class	4,599	16,000	15,000	9,000
280-521025	Community Support Supplies	41,949	40,000	20,000	25,000
280-521030	Operating Supplies- MIH	-	1,000	-	1,000
280-521100	Office Supplies	2,880	3,500	2,500	3,500
280-521200	Medical/Chem Supplies	300,042	265,000	285,000	275,000
280-521250	Immunization Supplies	19,011	14,600	14,600	14,000
280-521300	Motor Veh. Supplies	1,567	4,000	2,500	2,500
280-521600	Equip Maint Supplies	905	4,000	2,000	2,500
Total Supplies		393,101	376,100	368,600	359,500
City Support Services					
280-532350	Software Maintenance	37,843	62,000	62,000	70,000
280-532500	City Insurance-Commercial	26,363	26,000	24,979	26,000
280-532840	Golf Tournament-Dilworth	(100)	-	-	-
280-532900	Contingencies	-	45,400	49,900	40,000
Total City Support Services		64,106	133,400	136,879	136,000

203 - E M S		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Utility Services					
280-533100	Gas Utility Service	62,000	70,000	7,000	7,000
280-533200	Electric Utility Service	24,979	26,000	13,000	12,000
280-533300	Telephone/Land Line	-	-	3,000	3,500
280-533310	Telephone/Cell Phones	49,900	40,000	12,000	10,000
280-533320	Telephone/Air Cards	12,428	13,000	13,000	13,000
280-533330	Telephone/Internet	4,092	4,500	4,500	4,500
280-533410	Water Utility Service	5,956	6,500	7,000	7,000
280-533500	Vehicle Fuel	81,429	80,000	70,000	80,000
Total Utility Services		240,784	240,000	129,500	137,000
Operations Support					
280-534000	Postage	10,625	12,500	12,000	11,000
280-534100	Advertising	-	1,000	-	-
280-534200	Printing & Binding	5,396	8,000	6,000	6,500
280-534300	Equipment Maintenance - Copier	9,659	13,500	6,000	7,500
280-534400	EMT Class Instructors	16,160	16,800	13,000	14,000
280-534410	CE Class Instructors	960	3,000	1,500	2,500
280-534420	Community Support-Instructors	2,240	5,000	2,000	4,000
280-534500	Memberships - Organizations	3,502	3,750	3,750	4,000
280-534800	Temporary Empl. Services	15,082	-	4,389	-
Total Operations Support		63,624	63,550	48,639	49,500
Staff Support					
280-535100	Uniforms	23,574	25,000	20,000	22,000
280-535210	Employee Recognition-Morale	4,967	6,000	6,000	6,000
280-535400	Publications	489	650	200	500
280-535500	Training/Travel	23,269	45,500	30,000	35,000
280-535510	Meeting Expenses	2,266	3,000	2,500	3,000
280-535600	Professional Certification	1,527	3,500	4,000	3,000
Total Staff Support		56,092	83,650	62,700	69,500
City Assistance					
280-537100	Medical Services	3,356	9,000	5,000	9,000
280-537110	EMS Outsourcing	548,867	548,867	548,867	548,867
280-537800	Community Outreach	4,240	4,500	4,500	4,500
Total City Assistance		556,463	562,367	558,367	562,367

203 - E M S		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Professional Services					
280-541200	Legal Svcs	2,204	10,000	3,500	5,000
280-541300	Other Consl/Prof Services	81,477	130,000	115,000	98,000
280-541400	Auditor/Accounting Service	2,951	3,000	3,000	3,000
280-541800	Credit Card Fees	10,861	15,000	12,500	12,500
Total Professional Services		97,493	158,000	134,000	118,500
Fund Charges					
280-548101	Tranfer Out - General Fund	-	4,000	4,000	4,000
280-548505	Contribution I&S	-	-	-	115,100
280-548600	Interfund Charges-G/F Admin	141,587	179,100	179,100	182,682
280-548610	Interfund Charges-Admin Fleet	134,492	138,585	138,585	181,781
280-548700	Bad Debt Expense	2,464,173	2,532,520	2,400,000	2,510,227
280-548800	Depreciation Expense	336,004	-	-	-
Total Fund Charges		3,076,256	2,854,205	2,721,685	2,993,790
Maintenance Services					
280-551800	Other Maintenance Agreements	-	17,000	16,200	17,000
280-551810	Maintenance Agr. - Radios	11,819	13,000	13,000	13,000
Total Maintenance Services		11,819	30,000	29,200	30,000
Debt Service					
280-555639	Tax Notes SR2015 - Principal	-	160,000	160,000	-
280-555639.1	Tax Notes SR2015 - Interest	(3,076)	2,888	2,888	-
280-555900	Debt Service	116,625	118,120	118,120	-
Total Debt Service		113,549	281,008	281,008	-
Rental-ROW					
280-561200	Lease/Purchase Payments	100,780	67,000	65,118	67,000
Total Rental-ROW		100,780	67,000	65,118	67,000

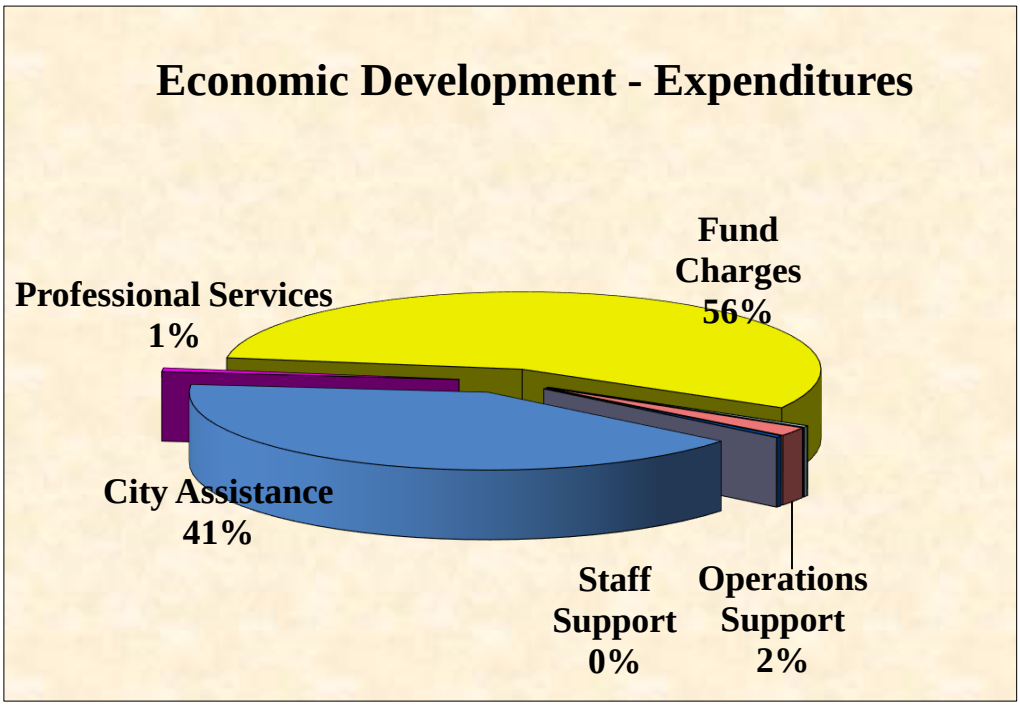
203 - E M S		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Operating Equipment					
280-571000	Furniture & Fixtures	3,939	5,000	4,000	4,500
280-571200	Vehicles&Access. < $5,000	200	4,000	4,000	3,000
280-571300	Computer&Periphe. < $5000	23,869	19,000	15,000	15,000
280-571400	Communication Equip < $5000	18,739	10,300	7,000	9,500
280-571800	Equipment Under $5,000	30,317	35,000	35,000	40,000
Total Operating Equipment		77,064	73,300	65,000	72,000
Capitalized Equipment					
280-581200	Vehicles & Access. Over $5,000	-	350,000	325,000	470,000
280-581800	Equipment Over $5,000	-	21,000	21,000	47,000
Total Capitalized Equipment		-	371,000	346,000	517,000
TOTAL SCHERTZ EMS		9,052,078	9,698,312	9,345,232	9,732,293
OVER/UNDER		153,735	(99,168)	2,323	53,131
FUNDING FROM RESERVES		-	-	-	-
BEGINNING FUND EQUITY		3,251,729	3,405,464	3,405,464	3,407,787
ENDING FUND EQUITY		3,405,464	3,306,296	3,407,787	3,460,918

Economic Development - Revenue		
4B Sales Tax	$	4,507,371
Fund Transfers	$	3,496,428
Miscellaneous Income		141,000
TOTAL	$	8,144,799



Economic Development - Expenditures

Supplies	500
Professional & City Services	3,411,175
Utility & Maintenance Services	4,195
Operation Support & Services	4,724,929
Capital Expense	4,000
Debt Service	-
TOTAL	$ 8,144,799

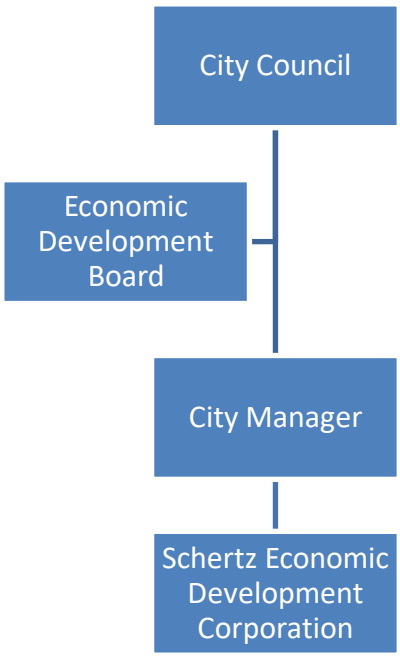


FUND: 620 CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION

MISSION STATEMENT

The mission of the City of Schertz Economic Development Corporation (SEDC) is to grow the Schertz economy through Projects. Specifically, we pursue Projects that focus on the creation/retention of Primary Jobs and infrastructure improvements.

ORGANIZATIONAL CHART



ECONOMIC DEVELOPMENT	2019-20	2020-21	2021-22
Executive Director	1	1	1
Business Retention Manager	1	1	1
Economic Development Analyst	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Number of inquiries	148	130	100
Number of Schertz BRE visits	48	18	20
Number of recruitment events	15	4	8
Number of new prospects	45	35	30
Number of active performance agreements	14	14	12

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Taxes	$4,819,288	$5,301,000	$5,408,000
Fund Transfers	0	0	0
Miscellaneous	288,241	75,500	141,000
Total	*$5,107,529*	*$5,376,500*	*$5,549,000*
Expenses			
Supplies	$448	$400	$500
Human Services			
City Support Services	6,153	15,719	21,200
Utility Services	2,220	1,412	2,975
Operations Support	71,140	140,292	343,110
Staff Support	7,999	20,100	20,100
City Assistance	45,317	152,500	202,500
Professional Services	17,135	61,300	61,300

Fund Charges/Transfers	461,636	504,669	506,984
Maintenance Services	0	0	0
Operating Equipment	1,113	5,000	3,000
Total Economic Development	*$613,162*	*$901,392*	*$1,161,669*
Annual and Infrastructure Grants	*$5,252,997*	*$4,440,000*	*$3,139,038*
Total Schertz Economic Development	*$5,866,159*	*$5,341,392*	*$4,300,707*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2021-22 is projected to increase by 3.2% from the FY 2020-21 year-end estimate. The increase is reflective of an increase in sales tax revenue.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2021-22 are projected to increase by 28.9% to fill the allowable advertising expense budget as allowed by the state statutes.

Project Expenses: The SEDC has performance agreements with 4 companies that are eligible to receive funds during the FY 2021-22 year. Kellem Development, Schertz 312 LLC, Cinestarz LLC, and Ace Mart Food Supply.

620-SED CORPORATION	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Taxes	4,167,318	4,412,283	4,334,011	4,507,371
Miscellaneous	648,217	430,000	302,000	141,000
TOTAL REVENUES	4,815,535	7,952,931	4,636,011	8,144,799
Expenditure Summary				
General Government				
Projects	240,362	6,664,200	5,516,897	7,169,275
Economic Development	614,805	788,731	792,487	975,524
TOTAL GENERAL GOVERNMENT	855,167	7,452,931	6,309,384	8,144,799
OVER/UNDER	3,960,368	500,000	(1,673,373)	-
FUNDING FROM RESERVES	-	(3,110,648)	-	(3,496,428)
BEGINNING FUND BALANCE	17,816,887	21,777,255	21,777,255	20,103,882
ENDING FUND BALANCE	21,777,255	19,166,607	20,103,882	16,607,454

620-SED CORPORATION		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Taxes					
000-411500	Sales Tax Revenues (4B)	4,167,318	4,412,283	4,334,011	4,507,371
Total Taxes		4,167,318	4,412,283	4,334,011	4,507,371
Fund Transfers					
000-486010	Transfer In - Reserves	-	3,110,648	-	3,496,428
Total Fund Transfers		-	3,110,648	-	3,496,428
Miscellaneous					
000-491000	Interest Earned-Bank	7,488	10,000	2,000	1,000
000-491200	Investment Income	444,726	420,000	300,000	140,000
000-497000	Misc Income	196,003	-	-	-
Total Miscellaneous		648,217	430,000	302,000	141,000
TOTAL REVENUES		4,815,535	7,952,931	4,636,011	8,144,799

620-SED CORPORATION		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
GENERAL GOVERNMENT EXPENDITURES					
Supplies					
966-521100	Office Supplies	551	500	500	500
966-521300	Motor Veh. Supplies	10	-	-	-
Total Supplies		561	500	500	500
City Support Services					
966-532500	Eco Dev - Insurance	1,425	1,700	1,477	1,700
966-532800	Promotional Events	7,045	9,950	9,950	9,950
966-532900	Contingencies	-	10,000	10,000	10,000
Total City Support Services		8,470	21,650	21,427	21,650
Utility Services					
966-533300	Telephone/Land Line	565	720	487	720
966-533310	Telephone/Cell Phones	987	1,750	1,750	2,000
966-533500	Vehicle Fuel	481	750	549	750
966-533550	Vehicle Maintenance	122	225	225	225
Total Utility Services		2,155	3,445	3,011	3,695
Operations Support					
966-534000	Postage	62	250	150	500
966-534100	Advertising	49,237	51,752	35,000	54,500
966-534105	Goodwill	900	1,750	1,750	1,750
966-534190	Recruitment Events	18,588	16,685	34,750	24,000
966-534200	Printing & Binding	322	1,500	1,500	1,500
966-534300	Equipment Maintenance-Copier	4,358	5,500	5,500	5,500
966-534400	Computer Licenses-Software	14,911	26,903	15,000	34,025
966-534500	Memberships-Organization	5,885	17,000	17,000	26,835
Total Operations Support		94,263	121,340	110,650	148,610
Staff Support					
966-535100	Uniforms	291	600	600	600
966-535210	Employee Recognition-Morale	282	447	300	600
966-535300	Memberships-Staff Support	920	2,250	2,250	2,250
966-535400	Publications	247	800	800	800
966-535500	Training/Travel	9,167	11,168	19,813	16,000
966-535510	Meeting Expenses-EDC Board	2,092	3,500	3,500	7,850
Total Staff Support		12,999	18,765	27,263	28,100

620-SED CORPORATION		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
City Assistance					
966-537615	Small Business Grant Fund	-	100,000	100,000	200,000
966-537650	Prospect Services	370	2,500	2,500	2,500
Total City Assistance		370	102,500	102,500	202,500
Professional Services					
966-541200	Legal Svcs	9,317	15,000	15,000	15,000
966-541400	Auditor/Accounting Service	6,000	6,300	6,000	6,300
966-541450	Consulting Services	21,355	31,782	40,000	40,000
Total Professional Services		36,672	53,082	61,000	61,300
Fund Charges/Transfers					
966-548600	Interfund Charges-Admin	456,630	461,636	461,636	504,669
966-548610	Interfund Charge-Fleet	944	-	-	-
Total Charges/Transfers		457,574	461,636	461,636	504,669
Maintenance Services					
966-551700	Grounds Maintenance	80	500	500	500
Total Maintenance Services		80	500	500	500
Operating Equipment					
966-571100	Furniture & Fixtures	903	1,000	1,000	1,000
966-571300	Computer & Periphe < $5000	758	4,313	3,000	3,000
Total Operating Equipment		1,661	5,313	4,000	4,000
TOTAL ECONOMIC DEVELOPMENT		614,805	788,731	792,487	975,524
TOTAL EXPENDITURES		855,167	7,452,931	6,309,384	8,144,799
OVER/UNDER		3,960,368	500,000	(1,673,373)	-
FUNDING FROM RESERVES		-	(3,110,648)	-	(3,496,428)
BEGINNING FUND BALANCE		17,816,887	21,777,255	21,777,255	20,103,882
ENDING FUND BALANCE		21,777,255	19,166,607	20,103,882	16,607,454

FUND: 106 SPECIAL EVENTS

DESCRIPTION

The Special Events Fund is designated to monitor and manage funds appropriated to host community events, sponsored or co-sponsored, by the City of Schertz. Events include: Kick Cancer/Walk for Life and the Hal Baldwin Scholarship Program.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenues			
Fund Transfers	$205	$0	$0
Miscellaneous	34,379	31,775	24,000
Total	*$34,585*	*$31,775*	*$24,000*
Expenses			
Festival of Angels	$0	$0	$0
Jubilee	0	0	0
Kick Cancer	9,813	2,795	10,000
SchertzQ/Fest	0	0	0
Sweetheart Court Program	-1,950	0	0
Hal Baldwin Scholarship	21,867	23,379	14,000
Other Events	1,961	0	0
Total	*$31,690*	*$26,174*	*$24,000*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease 24.5% from FY 2020-21 year end estimates in anticipation of a lower turnout at events.

Expenses: The Special Events Fund FY 2021-22 Budget decrease 8.3% from the FY 2020-21 year end estimates with no change in operations.

106 - SPECIAL EVENTS	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
FINANCIAL SUMMARY				
Revenue Summary				
Fund Transfers	205	-	-	-
Miscellaneous	34,379	32,100	31,775	24,000
TOTAL REVENUES	34,584	32,100	31,775	24,000
Expenditure Summary				
CULTURAL				
FESTIVAL OF ANGELS	-	-	-	-
4th OF JULY JUBILEE	-	-	-	-
KICK CANCER	9,813	10,000	2,795	10,000
SCHERTZ FEST	-	-	-	-
SWEETHEART EVENT	(1,950)	-	-	-
HAL BALDWIN SCHOLARSHIP	21,867	22,100	23,379	14,000
OTHER EVENTS	1,961	-	-	-
TOTAL CULTURAL	31,691	32,100	26,174	24,000
TOTAL EXPENDITURES	31,691	32,100	26,174	24,000
OVER/UNDER	2,893	-	5,601	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	96,873	99,766	99,766	105,367
ENDING FUND BALANCE	99,766	99,766	105,367	105,367

106 - SPECIAL EVENTS		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Fund Transfers					
000-481000	Transfer In - Reserves	-	-	-	-
000-486101	Transfer In-General Fund	205	-	-	-
Total Fund Transfers		205	-	-	-
Miscellaneous					
000-491200	Investment Income	216	-	-	-
000-492200	Kick Cancer	9,813	10,000	2,795	10,000
000-493000	July 4th Activities	-	-	-	-
000-493150	SchertzQ	-	-	-	-
000-493455	Proceeds-Festival of Angels	-	-	-	-
000-493460	Schertz Sweetheart	-	-	-	-
000-493470	Moving on Main	-	-	-	-
000-493621	Hal Baldwin Scholarship	24,350	22,100	28,980	14,000
000-497000	Misc Income - Special Events	-	-	-	-
Total Miscellaneous		34,379	32,100	31,775	24,000
TOTAL REVENUES		34,584	32,100	31,775	24,000

FUND: 110 Public, Educational, and Government (PEG) Access Fund

DESCRIPTION

The PEG Fund is dedicated to provide communication infrastructure in the City. This will allow the City to better reach the citizens with necessary information. This fund is commonly used for public access television and institutional network capacity. Currently the level of funding from the collected fees is not great enough to warrant a public access channel but could be used so in the future.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenues	*$82,000*	*$110,000*	*$110,000*
Expenses			
Projects	$0	$3,259	$100,000
Total	*$0*	*$3,259*	*$100,000*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are not expected to change from the FY 2020-21 year end estimates

Expenses: The PEG Fund FY 2021-22 Budget increased from $3,259 to $100,000 from the FY 2020-21 year end estimates with the continued implementation of the communication master plan.

110-PEG FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Franchises	87,045	90,000	86,168	90,000
Fund Transfers	-	28,000	-	95,500
TOTAL REVENUES	87,045	118,000	86,168	185,500
Expenditure Summary				
Projects	3,259	118,000	3,259	185,500
TOTAL EXPENDITURES	3,259	118,000	3,259	185,500
OVER/UNDER	83,786	-	82,909	-
FUNDING FROM RESERVES	-	(28,000)	-	(95,500)
BEGINNING FUND BALANCE	723,353	807,139	807,139	890,048
ENDING FUND BALANCE	807,139	779,139	890,048	794,548

110-PEG FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES				
Franchises				
000-421350 Time Warner	61,501	60,000	60,168	60,000
000-421465 AT&T	25,544	30,000	26,000	30,000
Total Franchises	87,045	90,000	86,168	90,000
Fund Transfers				
000-481000 Transfer In - Reserves	-	28,000	-	95,500
Total Fund Transfers	-	28,000	-	95,500
TOTAL REVENUES	87,045	118,000	86,168	185,500

110-PEG FUND		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
EXPENDITURES					
Capital Outlay					
101-581400	Communication Equipment	-	-	-	-
Total Capital Outlay		-	-	-	-
TOTAL EXPENDITURES		-	-	-	-

110-PEG FUND	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
PROJECTS				
Professional Services				
900-541110 Communication Plan	-	75,000	-	-
Total Professional Services	-	75,000	-	-
Capital Outlay				
101-581400 Communication Equipment	3,259	43,000	3,259	185,500
Total Capital Outlay	3,259	43,000	3,259	185,500
TOTAL EXPENDITURES	3,259	118,000	3,259	185,500
OVER/UNDER	83,786	-	82,909	-
FUNDING FROM RESERVES	-	(28,000)	-	(95,500)
BEGINNING FUND BALANCE	723,353	807,139	807,139	890,048
ENDING FUND BALANCE	807,139	779,139	890,048	794,548

FUND: 314 HOTEL/MOTEL OCCUPANCY TAX

DESCRIPTION

Revenues for the Hotel/Motel Fund are derived from a 7% tax on rooms rented in the City. There are five hotels in Schertz; the Best Western Plus with 61 rooms, Hampton Inn with 98 rooms, La Quinta with 81 rooms and Fairfield Inn with 118 rooms and Candlewood Suites with 80 rooms. These revenues are used to support Schertz as a destination location. Advertising campaigns to increase awareness of all Schertz has to offer reach citizens all across the State and beyond.

Budget	2019-20 Actual	2020-21 Estimate	2021-2 Budget
Revenue			
Taxes	$268,946	$340,000	$520,000
Miscellaneous	26,223	2,600	5,250
Total	*$295,169*	*$342,600*	*$525,250*
Expenses			
City Support Services	$80,458	$95,650	$112,466
Operations Support	11,996	14,000	31,000
Professional Services	3,500	3,500	3,500
Fund Charges/Transfers	74,428	74,428	74,443
Building Maintenance	0	0	50,000
Capital Outlay	223,189	223,189	20,000
Total	*$393,571*	*$410,767*	*$291,409*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenue for FY 2021-22 is expected to increase 53.3% from the FY 2020-21 year end estimates. Recent events during FY 2020-21 causing decreased capacity are expected to improve during FY 2021-22 with the opening of the new Candlewood Suites hotel.

Expenses: The Hotel Motel Tax Fund FY 2021-22 Budget decrease 29.1% from FY 2020-21 year end estimates due to the Civic Center remodel and chair upgrades completed during FY 2020-21.

314-HOTEL TAX	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Taxes	514,678	500,000	520,000	520,000
Miscellaneous	51,086	53,000	30,800	20,750
TOTAL REVENUES	565,764	553,000	550,800	540,750
Expenditure Summary				
City Support Services	87,133	112,466	95,650	112,466
Operations Support	14,941	46,000	14,000	46,000
Professional Services	28,189	3,000	3,500	3,000
Fund Charges	67,582	74,428	74,428	72,464
Maintenance Services	-	20,000	-	20,000
Operating Equipment	-	-	-	-
Capital Outlay	-	250,000	223,189	-
TOTAL EXPENDITURES	197,845	505,894	410,767	253,930
OVER/UNDER	367,919	47,106	140,033	286,820
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	1,846,946	2,214,865	2,214,865	2,354,898
ENDING FUND BALANCE	2,214,865	2,261,971	2,354,898	2,641,718

314-HOTEL TAX		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
Taxes					
000-411800	Hotel Occupancy Tax	514,678	500,000	520,000	520,000
Total Taxes		514,678	500,000	520,000	520,000
Miscellaneous					
000-491000	Interest Earned	2,175	3,000	800	750
000-491200	Investment Income	45,840	50,000	30,000	20,000
000-497000	Misc Income	3,071	-	-	-
Total Miscellaneous		51,086	53,000	30,800	20,750
TOTAL REVENUES		565,764	553,000	550,800	540,750

314-HOTEL TAX	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
City Support Services				
101-532800 Special Events	59,369	62,466	60,650	62,466
101-532820 Community Programs	27,764	50,000	35,000	50,000
Total City Support Services	87,133	112,466	95,650	112,466
Operations Support				
101-534100 Advertising	-	30,000	-	30,000
101-534120 Advertising - Billboards	14,941	16,000	14,000	16,000
Total Operations Support	14,941	46,000	14,000	46,000
Professional Services				
101-541300 Other Consult/Prof Services	28,189	-	500	-
101-541400 Auditor/Accounting Services	-	3,000	3,000	3,000
Total Professional Services	28,189	3,000	3,500	3,000
Fund Charges/Transfers				
101-548100 Interfund Transfer Out	67,582	74,428	74,428	72,464
Total Fund Charges/Transfers	67,582	74,428	74,428	72,464
Maintenance Services				
101-551100 Building Maintenance	-	20,000	-	20,000
Total Maintenance Services	-	20,000	-	20,000

314-HOTEL TAX	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
Capital Outlay				
101-581200 Vehicles & Access. over $5,000	-	-	-	-
101-581750 Civic Center Improvements	-	250,000	223,189	-
Total Capital Outlay	-	250,000	223,189	-
TOTAL NONDEPARTMENTAL	197,845	505,894	410,767	253,930
OVER/UNDER	367,919	47,106	140,033	286,820
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	1,846,946	2,214,865	2,214,865	2,354,898
ENDING FUND BALANCE	2,214,865	2,261,971	2,354,898	2,641,718

FUND: 317 PARK FUND

DESCRIPTION

The Park Fund is a special fund designated to monitor and manage funds for the management of the City of Schertz Urban Forest and capital improvements of the City of Schertz Park System. The Fund is composed of parkland dedication revenues. Revenues are derived from developer fees (in lieu of parkland dedication), local citizen groups, state, local nonprofit neighborhood associations, home owners associations (HOA's), regional non-profit grants, and donations.

Budget	2019-20 Actual	2020-21 Estimate	2021-21 Budget
Revenue			
Fees	$4,000	$70,000	$318,000
Fund Transfers	0	0	0
Miscellaneous	3,326	615	125
Total	*$7,326*	*$70,615*	*$319,025*
Expenses			
Professional Services	$5,760	$25,000	$25,000
Operating Equipment	0	0	0
Capital Outlay	0	100,000	100,000
Total	*$5,760*	*$125,000*	*$125,000*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease 12.1% from the FY 2020-21 year end estimates from new development.

Expenses: The FY 2021-22 Budget is not expected to change from FY 2020-21 year end estimate.

317-PARK	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	11,000	70,000	137,000	70,000
Fund Transfers	-	99,000	-	51,500
Miscellaneous	7,600	8,000	5,200	3,500
TOTAL REVENUES	18,600	177,000	142,200	125,000
Expenditure Summary				
Public Environment				
Parkland Dedication	102,092	177,000	177,000	125,000
Total Expenditures	102,092	177,000	177,000	125,000
TOTAL EXPENDITURES	102,092	177,000	177,000	125,000
OVER/UNDER	(83,492)	-	(34,800)	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	374,162	290,670	290,670	255,870
ENDING FUND BALANCE	290,670	290,670	255,870	255,870

317-PARK		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
Fees					
000-458800	Parkland Dedication	11,000	70,000	137,000	70,000
Total Fees		11,000	70,000	137,000	70,000
Fund Transfers					
000-481000	Transfer In-Reserves	-	99,000	-	51,500
Total Fund Transfers		-	99,000	-	51,500
Miscellaneous					
000-491000	Interest Earned	1,093	1,000	700	500
000-491200	Investment Income	6,507	7,000	4,500	3,000
Total Miscellaneous		7,600	8,000	5,200	3,500
TOTAL REVENUES		18,600	177,000	142,200	125,000

317-PARK		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
EXPENDITURES					
PARKLAND DEDICATION					
Professional Services					
301-541300	Other Consl/Prof Services	5,740	-	10,000	25,000
Total Professional Services		5,740	-	10,000	25,000
Operating Equipment					
301-571000	Signs/Fixtures	470	-	-	-
301-571700	Improvements Under $5,000	9,041	-	-	-
Total Operating Equipment		9,511	-	-	-
Capital Outlay					
301-581700	Improvements Over $5,000	86,841	177,000	167,000	100,000
Total Capital Outlay		86,841	177,000	167,000	100,000
TOTAL PARKLAND DEDICATION		102,092	177,000	177,000	125,000
TOTAL EXPENDITURES		102,092	177,000	177,000	125,000
OVER/UNDER		(83,492)	-	(34,800)	-
FUNDING FROM RESERVES		-	-	-	-
BEGINNING FUND BALANCE		374,162	290,670	290,670	255,870
ENDING FUND BALANCE		290,670	290,670	255,870	255,870

FUND: 319 TREE MITIGATION

DESCRIPTION

Tree mitigation fund is a special fund that is derived from revenue from permits for tree removal issued in connection with a building permit, subdivision plan, and site plan. These funds are used to replace trees on City Parks, City owned property, Public lands, and SCUCISD school property.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$52,427	$240,000	$70,000
Miscellaneous	6,069	875	1,400
Total	*$58,496*	*$240,875*	*$71,400*
Expenses			
Maintenance Services	$28,675	$60,000	$70,000
Total	*$28,675*	*$60,000*	*$70,000*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease by 70.4% from 2020-21 year end estimate with an expected reduction in new development.

Expenses: The FY 2021-22 Budget will increase by 16.7% from the FY 2020-21 year end estimate for additional tree trimming and planting shade trees throughout the city.

319-TREE MITIGATION	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	19,162	70,000	70,000	70,000
Miscellaneous	10,307	8,750	8,250	4,500
TOTAL REVENUES	29,469	78,750	78,250	74,500
Expenditure Summary				
Public Environment				
Maintenance Services	27,867	75,000	60,000	70,000
Total Public Environment	27,867	75,000	60,000	70,000
TOTAL EXPENDITURES	27,867	75,000	60,000	70,000
OVER/UNDER	1,602	3,750	18,250	4,500
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	431,805	433,407	433,407	451,657
ENDING FUND BALANCE	433,407	437,157	451,657	456,157

319-TREE MITIGATION		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
Fees					
000-458900	Tree Mitigation	19,162	70,000	70,000	70,000
Total Fees		19,162	70,000	70,000	70,000
Miscellaneous					
000-491000	Interest Earned	840	750	750	500
000-491200	Investment Income	9,467	8,000	7,000	4,000
000-497000	Misc Income	-	-	500	-
Total Miscellaneous		10,307	8,750	8,250	4,500
TOTAL REVENUES		29,469	78,750	78,250	74,500

319-TREE MITIGATION	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
TREE MITIGATION				
Maintenance Services				
302-551110 Trees	27,867	75,000	60,000	70,000
Total Maintenance Services	27,867	75,000	60,000	70,000
TOTAL TREE MITIGATION	27,867	75,000	60,000	70,000
OVER/UNDER	1,602	3,750	18,250	4,500
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	431,805	433,407	433,407	451,657
ENDING FUND BALANCE	433,407	437,157	451,657	456,157

FUND: 431 ROADWAY IMPACT FEE AREA 1

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$305,384	$200,000	$200,000
Miscellaneous	730	1,200	900
Total	*$306,114*	*$201,200*	*$200,900*
Expenses			
Non Departmental	$0	$0	$5,000
Total	*$0*	*$0*	*$5,000*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

431-Capital Recovery-Rdwys Area 1	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	305,384	5,000	200,000	200,000
Miscellaneous	730	-	1,200	900
TOTAL REVENUES	306,114	5,000	201,200	200,900
Expenditure Summary				
General Government				
Non Departmental	-	5,000	-	5,000
Total Public Environment	-	5,000	-	5,000
TOTAL EXPENDITURES	-	5,000	-	5,000
OVER/UNDER	306,114	-	201,200	195,900
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	31,758	337,872	337,872	539,072
ENDING FUND BALANCE	337,872	337,872	539,072	734,972

431-Capital Recovery-Rdwys Area 1		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
431-Capital Recovery-Rdwys Area 1					
000-455921	CapitalRcvry-RoadwaysSrvArea1	305,384	5,000	200,000	200,000
Total Fees		305,384	5,000	200,000	200,000
Miscellaneous					
000-491000	Interest Earned	730	-	600	300
000-491200	Investment Income	-	-	600	600
Total Miscellaneous		730	-	1,200	900
TOTAL REVENUES		306,114	5,000	201,200	200,900

431-Capital Recovery-Rdwys Area 1	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
Non Departmental				
Professional Services				
101-541300 Professional Services	-	5,000	-	5,000
Total Professional Services	-	5,000	-	5,000
Fund Charges/Transfers				
101-548404 Transfer Out-Capital Projects	-	-	-	-
Total Fund Charges/Transfers	-	-	-	-
TOTAL CAPITAL RECOVERY-RDWYS AREA 1	-	5,000	-	5,000
OVER/UNDER	306,114	-	201,200	195,900
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	31,758	337,872	337,872	539,072
ENDING FUND BALANCE	337,872	337,872	539,072	734,972

FUND: 432 ROADWAY IMPACT FEE AREA 2

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$130,495	$120,000	$120,000
Miscellaneous	377	300	400
Total	*$130,871*	*$120,300*	*$120,400*
Expenses			
Non Departmental	$0	$39,148	$29,000
Total	*$0*	*$39,148*	*$29,000*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at $29,000. $5,000 will be for any professional services or studies that need to be completed and $24,000 is the expected payment for the development of Ripps-Kruesler Road.

432-Capital Recovery-Rdwys Area 2	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	130,495	5,000	120,000	120,000
Miscellaneous	377	-	300	400
TOTAL REVENUES	130,872	5,000	120,300	120,400
Expenditure Summary				
General Government				
Non Departmental	-	5,000	39,148	29,000
Total Public Environment	-	5,000	39,148	29,000
TOTAL EXPENDITURES	-	5,000	39,148	29,000
OVER/UNDER	130,872	-	81,152	91,400
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	14,980	145,852	145,852	227,004
ENDING FUND BALANCE	145,852	145,852	227,004	318,404

432-Capital Recovery-Rdwys Area 2		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
432-Capital Recovery-Rdwys Area 2					
000-455922	CapitalRcvry-RoadwaysSrvArea2	130,495	5,000	120,000	120,000
Total Fees		130,495	5,000	120,000	120,000
Miscellaneous					
000-491000	Interest Earned	377	-	100	200
000-491200	Investment Income	-	-	200	200
Total Miscellaneous		377	-	300	400
TOTAL REVENUES		130,872	5,000	120,300	120,400

432-Capital Recovery-Rdwys Area 2	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
Non Departmental				
City Assistance				
101-537600 Development Icentive Fund	-	-	39,148	24,000
Total City Assistance	-	-	39,148	24,000
Professional Services				
101-541300 Professional Services	-	5,000	-	5,000
Total Fund Charges/Transfers	-	5,000	-	5,000
Fund Charges/Transfers				
101-548404 Transfer Out-Capital Projects	-	-	-	-
Total Fund Charges/Transfers	-	-	-	-
TOTAL CAPITAL RECOVERY-RDWYS AREA 1	-	5,000	39,148	29,000
OVER/UNDER	130,872	-	81,152	91,400
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	14,980	145,852	145,852	227,004
ENDING FUND BALANCE	145,852	145,852	227,004	318,404

FUND: 433 ROADWAY IMPACT FEE AREA 3

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$411,629	$500,000	$400,000
Miscellaneous	837	1000	1500
Total	*$412,466*	*$501,000*	*$401,500*
Expenses			
Non Departmental	$0	$0	$5,000
Total	*$0*	*$0*	*$5,000*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

433-Capital Recovery-Rdwys Area 3	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	411,629	5,000	500,000	400,000
Miscellaneous	837	-	1,000	1,500
TOTAL REVENUES	412,466	5,000	501,000	401,500
Expenditure Summary				
General Government				
Non Departmental	-	5,000	-	5,000
Total Public Environment	-	5,000	-	5,000
TOTAL EXPENDITURES	-	5,000	-	5,000
OVER/UNDER	412,466	-	501,000	396,500
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	35,168	447,634	447,634	948,634
ENDING FUND BALANCE	447,634	447,634	948,634	1,345,134

433-Capital Recovery-Rdwys Area 3		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
433-Capital Recovery-Rdwys Area 3					
000-455923	CapitalRcvry-RoadwaysSrvArea3	411,629	5,000	500,000	400,000
Total Fees		411,629	5,000	500,000	400,000
Miscellaneous					
000-491000	Interest Earned	837	-	500	900
000-491200	Investment Income	-	-	500	600
Total Miscellaneous		837	-	1,000	1,500
TOTAL REVENUES		412,466	5,000	501,000	401,500

433-Capital Recovery-Rdwys Area 3	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
Non Departmental				
Professional Services				
101-541300 Professional Services	-	5,000	-	5,000
Total Professional Services	-	5,000	-	5,000
Fund Charges/Transfers				
101-548404 Transfer Out-Capital Projects	-	-	-	-
Total Fund Charges/Transfers	-	-	-	-
TOTAL CAPITAL RECOVERY-RDWYS AREA 1	-	5,000	-	5,000
OVER/UNDER	412,466	-	501,000	396,500
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	35,168	447,634	447,634	948,634
ENDING FUND BALANCE	447,634	447,634	948,634	1,345,134

FUND: 434 ROADWAY IMPACT FEE AREA 4

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$2,696	$5,000	$5,000
Miscellaneous	29	10	65
Total	*$2,725*	*$5,010*	*$5,065*
Expenses			
Non Departmental	$0	$0	$5,000
Total	*$0*	*$0*	*$5,000*

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at $5,000 for any professional services or studies that need to be completed.

434-Capital Recovery-Rdwys Area 4	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
SUMMARY RECAP				
Revenue Summary				
Fees	2,696	5,000	5,000	5,000
Miscellaneous	29	-	10	65
TOTAL REVENUES	2,725	5,000	5,010	5,065
Expenditure Summary				
General Government				
Non Departmental	-	5,000	-	5,000
Total Public Environment	-	5,000	-	5,000
TOTAL EXPENDITURES	-	5,000	-	5,000
OVER/UNDER	2,725	-	5,010	65
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	3,544	6,269	6,269	11,279
ENDING FUND BALANCE	6,269	6,269	11,279	11,344

434-Capital Recovery-Rdwys Area 4		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government					
REVENUES					
434-Capital Recovery-Rdwys Area 4					
000-455924	CapitalRcvry-RoadwaysSrvArea4	2,696	5,000	5,000	5,000
Total Fees		2,696	5,000	5,000	5,000
Miscellaneous					
000-491000	Interest Earned	29	-	5	15
000-491200	Investment Income	-	-	5	50
Total Miscellaneous		29	-	10	65
TOTAL REVENUES		2,725	5,000	5,010	5,065

434-Capital Recovery-Rdwys Area 4	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
General Government				
EXPENDITURES				
Non Departmental				
Professional Services				
101-541300 Professional Services	-	5,000	-	5,000
Total Professional Services	-	5,000	-	5,000
Fund Charges/Transfers				
101-548404 Transfer Out-Capital Projects	-	-	-	-
Total Fund Charges/Transfers	-	-	-	-
TOTAL CAPITAL RECOVERY-RDWYS AREA 1	-	5,000	-	5,000
OVER/UNDER	2,725	-	5,010	65
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	3,544	6,269	6,269	11,279
ENDING FUND BALANCE	6,269	6,269	11,279	11,344

FUND: 609 LIBRARY FUND

DESCRIPTION

The purpose of the Library Advisory Board is to provide citizen input to the City of Schertz on Library policy and operation and to raise community awareness of the library and its services. The Library Advisory Board oversees various fund-raising activities including the operation of the Read Before Bookstore and book consignment sales with all proceeds providing supplementary funding for library materials, programs, projects and building enhancements.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$9,024	$3,200	$16,000
Fund Transfers	0	0	7,200
Miscellaneous	854	200	200
Total	*$10,058*	*$3,400*	*$23,400*
Expenses			
Supplies	$63	$200	$200
City Support Services	6,393	12,000	12,000
Operating Equipment	4,000	9,000	11,200
Total	*$10,456*	*$21,200*	*$23,400*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2021-22 is expected to increase from the FY 2020-21 with more book sales.

Expenses: The Library Fund's FY 2021-22 Budget increase 10.4% from the FY 2020-21 year end estimates with the purchase of replacement shelving for the bookstore.

609-LIBRARY BOARD	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Fees	21,365	20,000	21,000	20,000
Miscellaneous	1,861	1,750	1,558	1,200
TOTAL REVENUES	23,226	21,750	22,558	21,200
Expenditure Summary				
Library Board	19,664	21,200	21,150	21,200
TOTAL EXPENDITURES	19,664	21,200	21,150	21,200
OVER/UNDER	3,562	550	1,408	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	71,881	75,443	75,443	76,851
ENDING FUND BALANCE	75,443	75,993	76,851	76,851

609-LIBRARY BOARD		FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES					
Fees					
000-458100	Sale of Merchandise	21,365	20,000	21,000	20,000
Total Fees		21,365	20,000	21,000	20,000
Miscellaneous					
000-491000	Interest Earned	690	550	550	400
000-491200	Investment Income	1,163	1,000	1,000	600
000-493000	Donations	-	200	-	200
000-497000	Misc Income	8	-	8	-
Total Miscellaneous		1,861	1,750	1,558	1,200
TOTAL REVENUES		23,226	21,750	22,558	21,200

609-LIBRARY BOARD	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
EXPENDITURES				
LIBRARY BOARD				
Supplies				
101-521000 Operating Supplies	242	200	150	200
Total Supplies	242	200	150	200
City Support Services				
101-532800 Special Events	9,432	12,000	12,000	12,000
Total City Support Services	9,432	12,000	12,000	12,000
Operating Equipment				
101-571400 Library Materials	9,990	9,000	9,000	9,000
Total Operating Equipment	9,990	9,000	9,000	9,000
TOTAL EXPENDITURES	19,664	21,200	21,150	21,200
OVER/UNDER	3,562	550	1,408	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	71,881	75,443	75,443	76,851
ENDING FUND BALANCE	75,443	75,993	76,851	76,851

FUND: 615 HISTORICAL COMMITTEE

MISSION STATEMENT

To gather, preserve, and make available to the public historical information regarding people, places, and events that have contributed to the development of the City of Schertz.

DESCRIPTION

This function is funded from the Special Events Fund by a transfer. The Historical Committee reviews locations for possible historic value and distributes books about the history of Schertz.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	$43	$1,000	$1,000
Fund Transfers	169	5,250	10,750
Total	*$212*	*$6,250*	*$11,750*
Expenses			
Supplies	$100	$900	$1,500
Operations Support	0	0	500
Staff Support	69	2,250	5,150
Professional Services	0	1,600	1,600
Operating Equipment	0	1,500	3,000
Total	*$169*	*$6,250*	*$11,750*

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2021-22 will remain at the same funding allocation as FY 2020-21.

Expenses: The Historical Committee's FY 2020-21 Budget will remain the as the FY 2019-20 Budget.

615-HISTORICAL COMMITTEE	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
SUMMARY RECAP				
Revenue Summary				
Fees	813	1,000	1,000	1,000
Fund Transfers	2,871	10,750	5,250	10,750
Miscellaneous	17	-	-	-
TOTAL REVENUES	3,701	11,750	6,250	11,750
Expenditure Summary				
Historical Committee	2,871	11,750	6,250	11,750
TOTAL EXPENDITURES	2,871	11,750	6,250	11,750
OVER/UNDER	830	-	-	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	12,936	13,766	13,766	13,766
ENDING FUND BALANCE	13,766	13,766	13,766	13,766

615-HISTORICAL COMMITTEE	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
REVENUES				
Fees				
000-458100 Sale of Merchandise	813	1,000	1,000	1,000
Total Fees	813	1,000	1,000	1,000
Fund Transfers				
000-486101 Transfer In - General Fund	-	10,750	5,250	10,750
000-486106 Transfer In - Special Events	2,871	-	-	-
Total Fund Transfers	2,871	10,750	5,250	10,750
Miscellaneous				
000-497000 Misc. Income	17	-	-	-
Total Miscellaneous	17	-	-	-
TOTAL REVENUES	3,701	11,750	6,250	11,750

615-HISTORICAL COMMITTEE	FY 2019-20 ACTUAL	FY 2020-21 BUDGET	FY 2020-21 ESTIMATE	FY 2021-22 ADOPTED
EXPENDITURES				
HISTORICAL COMMITTEE				
Supplies				
609-521000 Operating Supplies	1,187	1,500	900	1,500
Total Supplies	1,187	1,500	900	1,500
Operations Support				
609-534200 Printing and Binding	84	500	-	500
Total Operations Support	84	500	-	500
Staff Support				
609-535200 Awards	131	1,000	250	1,000
609-535300 Memberships	-	150	-	150
609-535500 Travel/Training	-	4,000	2,000	4,000
Total Staff Support	131	5,150	2,250	5,150
Professional Services				
609-541300 Other Professional Services	1,469	1,600	1,600	1,600
Total Professional Services	1,469	1,600	1,600	1,600
Operating Equipment				
609-571810 Event Banners	-	3,000	1,500	3,000
Total Operating Equipment	-	3,000	1,500	3,000
TOTAL EXPENDITURES	2,871	11,750	6,250	11,750
OVER/UNDER	830	-	-	-
FUNDING FROM RESERVES	-	-	-	-
BEGINNING FUND BALANCE	12,936	13,766	13,766	13,766
ENDING FUND BALANCE	13,766	13,766	13,766	13,766

FY 2021-2022 POSITION AUTHORIZATION

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
CITY MANAGER (151)				
City Manager	Council Discretion	1	1	1
Assistant City Manager	139	2	2	2
Assistant to the City Manager	132	1	1	1
Administrative Assistant	112	1	1	1
Total		**5**	**5**	**5**
MUNICIPAL COURT (152)				
Court Administrator	124	1	1	1
Senior Deputy Court Clerk	116	1	1	1
Deputy Court Clerk	113	2	2	2
Total		**4**	**4**	**4**
CUSTOMER RELATIONS 311(153)				
Customer Relations Representative	110	2	2	2
Customer Relations Representative (20 Hours)	110	1	1	1
Total		**3**	**3**	**3**
PLANNING AND ZONING (154)				
Planner	118	2	2	2
Planner - Senior	122	1	2	2
Total		**3**	**4**	**4**
CITY SECRETARY (164)				
City Secretary	Council Discretion	1	1	1
Deputy City Secretary	118	1	1	1
Total		**2**	**2**	**2**
PUBLIC AFFAIRS (170)				
Director	131	1	1	1
Administrative Assistant	112	1	1	1
Public Affairs Communications Manager	120	1	1	1
Marketing & Communication Specialist	116	1	1	1
Total		**4**	**4**	**4**
ENGINEERING (173)				
City Engineer	135	1	1	1
Engineer - PE	128	3	3	3
Engineer - Graduate	121	1	1	1
Engineer - Senior Graduate	123	1	1	1
Engineering Inspector	118	2	2	2
Total		**8**	**8**	**8**
GIS (174)				
GIS Administrator	124	1	1	1
GIS Specialist	118	1	1	1
Total		**2**	**2**	**2**

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
UTILITY BILLING (176)				
Utility Billing Manager	121	1	1	1
Utility Billing Assistant Manager	116	1	1	1
Utility Billing Clerk	110	4	4	4
Meter Technician	112	3	3	3
Total		**9**	**9**	**9**

POLICE (256)				
Police Chief	135	1	1	1
Assistant Police Chief	131	1	1	1
Police Lieutenant	Public Safety	4	4	4
Police Captain	Public Safety	0	1	1
Police Sergeant	Public Safety	7	7	7
Police Corporal	Public Safety	15	14	14
Police Officer	Public Safety	35	36	37
Administrative Assistant	112	2	2	2
Police Records Office Manager	119	1	1	1
Police Records Specialist	112	2	2	2
Civilian Evidence Technician	120	1	1	2
Crime Victim Liaison	119	1	1	1
Public Safety Communications Manager	121	1	1	1
Communications Shift Supervisor	117	4	4	4
Communications Officer	115	12	12	12
P/T Communications Officer (Irregular)	115	3	3	3
Crossing Guards Seasonal (P/T) (267 hours Annual)		16	16	16
Total		**106**	**107**	**109**

FIRE RESCUE (257)				
Fire Chief	135	1	1	1
Assistant Fire Chief	131	1	1	1
Fire Marshal	Public Safety	1	1	1
Deputy Fire Marshal	Public Safety	1	1	1
Training/Safety Officer - Fire	Public Safety	1	1	1
Emergency Management Coordinator	128	1	1	1
Battalion Chief	Public Safety	3	3	3
Fire Lieutenant	Public Safety	9	9	9
Fire Apparatus Operator	Public Safety	9	9	9
Firefighter	Public Safety	18	18	18
Administrative Assistant	112	1	1	1
Total		**46**	**46**	**46**

INSPECTIONS (258)				
Director of Planning & Community Development	135	1	1	1
Chief Building Official	128	1	1	1
Administrative Assistant	112	1	1	1
Building Inspector	116	5	5	5
Plans Examiner	119	1	1	1
Permit Technician	110	2	2	2
Development Specialist	114	1	1	1
Total		**12**	**12**	**12**

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
NEIGHBORHOOD SERVICES (259)				
Neighborhood Services Manager	122	0	1	1
Code Enforcement Officer	115	3	3	3
Sanitarian	118	1	1	1
Total		**4**	**5**	**5**

EMS (280)				
EMS Director	135	1	1	1
EMS Division Chief - Operations	Public Safety	1	1	1
EMS Division Chief - Clinical	Public Safety	1	1	1
Community Health Coordinator	Public Safety	1	1	1
Training Coordinator	Public Safety	1	1	1
Training Instructor	Public Safety	0	1	1
Administrative Assistant	112	1	1	1
EMS Office Manager	121	1	1	1
EMS Billing Specialist	113	3	3	3
MIH Paramedic	Public Safety	1	1	1
EMS Battalion Chief	Public Safety	3	3	3
EMS Field Training Officer	Public Safety	3	3	3
EMS Lieutenant	Public Safety	0	3	3
Paramedic	Public Safety	25	28	28
P/T Paramedics (Irregular)	121	15	15	15
EMT	Public Safety	3	6	6
P/T EMT (Irregular)	117	5	5	5
Supply Coordinator (P/T)	110	1	1	1
Total		**66**	**76**	**76**

STREETS (359)				
Streets & Drainage Manager	126	1	1	1
Street Superintendent	120	1	1	1
Street Crew Supervisor	116	1	1	1
Street Worker II	113	6	5	5
Street Worker I	110	8	7	7
Traffic Signal & Sign Technician	113	0	2	2
Total		**17**	**17**	**17**

PARKS, RECREATION, & COMMUNITY SERVICES (460)				
Director of Parks, Recreation & Community Services	133	1	1	1
Administrative Assistant	112	1	1	1
Parks Manager	123	1	1	1
Parks Maintenance Crew Supervisor	116	1	1	1
Park Maintenance Technician	110	5	5	5
Park Maintenance Technician (P/T)	110	1	1	1
Seasonal Park Workers (980 hours Annual, 40 hours per week)	110	1	1	1
Parks Events Manager	120	1	1	1
Events Specialist	112	1	1	1
Total		**13**	**13**	**13**

EVENT FACILITIES (464)				
Civic Center Manager	120	1	1	1
Civic & Community Centers Coordinator	116	1	1	1
Event Attendant	110	2	2	2
Event Attendant (28 Hours)	110	2	2	2
Total		**6**	**6**	**6**

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
PUBLIC WORKS (575)				
Public Works Director	135	1	1	1
Water/Wastewater Manager	130	1	1	1
Administrative Manager	119	1	1	1
Customer Relations Representative	110	1	1	1
Total		**4**	**4**	**4**

WATER & SEWER (575)				
Schertz Seguin Local Government Corp (SSLGC) General Manager	134	1	1	1
Schertz Seguin Local Government Corp (SSLGC) Assistant General Manager	132	0	1	1
Water/Wastewater Superintendent	125	1	1	1
SCADA Technician	125	0	0	1
Water/Wastewater Supervisor	118	1	1	2
~~Service Worker Crew Leader~~		1	1	0
Service Worker II	117	5	5	5
Service Worker I	114	10	10	10
Total		**19**	**20**	**21**

DRAINAGE (579)				
Drainage Superintendent	117	0	1	1
~~Drainage Supervisor~~	115	1	0	0
Drainage Worker II	113	2	2	2
Drainage Worker I	110	5	5	5
Total		**8**	**8**	**8**

LIBRARY (665)				
Library Director	131	1	1	1
Librarian	119	3	3	3
Library Assistant	111	2	2	2
Library Clerk	110	3	3	3
Library Clerk (20 hrs)	110	7	7	7
Library Clerk (10 hrs)	110	2	2	4
Programming Specialist (20 hrs)	110	1	1	1
~~Library Page (10 hours)~~		2	2	0
Total		**21**	**21**	**21**

ANIMAL SERVICES (762)				
Animal Services Manager	121	1	1	1
Animal Services Officer	112	4	4	4
Animal Services Technician	110	3	3	4
~~Kennel Technician (P/T)~~		2	2	0
Total		**10**	**10**	**9**

INFORMATION TECHNOLOGY (853)				
IT Director	135	1	1	1
Senior Systems Administrator	124	1	1	1
Computer Systems Support Engineer	120	1	1	1
Administrative Assistant	112	1	1	1
IT Support Specialist	117	3	3	3
Public Safety Systems Administrator	120	1	1	1
Total		**8**	**8**	**8**

FY 2021-2022 POSITION AUTHORIZATION

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
HUMAN RESOURCES (866)				
Human Resources Director	134	1	1	1
Human Resources Manager	125	1	1	1
Human Resources Senior Generalist	119	1	1	1
Human Resources Generalist	117	1	1	1
Administrative Assistant	112	1	1	1
Total		**5**	**5**	**5**
FINANCE (868)				
Finance Director	135	1	1	1
Assistant Director of Finance	131	1	1	1
Accountant - Senior	122	1	1	1
Financial Analyst	118	1	1	1
Accountant	120	1	1	1
Accounts Payable Coordinator	114	1	1	1
Administrative Assistant	112	1	1	1
Total		**7**	**7**	**7**
PURCHASING (872)				
Purchasing & Asset Manager	125	1	1	1
Risk & Safety Specialist	117	1	1	1
Purchasing Specialist	113	1	1	1
Total		**3**	**3**	**3**
FLEET SERVICES (877)				
Assistant Public Works Director	131	1	1	1
Administrative Assistant	112	1	1	1
Fleet Manager	123	1	1	1
Fleet Crew Supervisor	120	1	1	1
Fleet Mechanic	113	4	4	4
Total		**8**	**8**	**8**
FACILITY SERVICES (878)				
Facilities Manager	127	1	1	1
Facilities Assistant Manager	120	1	1	1
Facilities Crew Leader	116	1	1	1
Facilities Technician	110	5	4	4
Grounds Maintenance Technician	110	0	1	1
HVAC Technician	118	1	1	1
Electrician (Journeyman / Master)	118 / 121	1	1	1
Plumber (Journeyman / Master)	118 / 121	0	0	1
Total		**10**	**10**	**11**
ECONOMIC DEVELOPMENT (966)				
Executive Director of Economic Development	135	1	1	1
Business Retention Manager	122	1	1	1
Marketing & Recruitment Manager	122	1	1	1
Administrative Assistant	112	1	1	1
Total		**4**	**4**	**4**
Total Approved Positions (Funded)		**413**	**426**	**429**

FY 2021-2022 POSITION AUTHORIZATION

POSITION TITLE	PAY GRADE	FY2019-20	FY2020-21	FY2021-222
MUNICIPAL COURT (152)				
Deputy Court Clerk (UNFUNDED)	113	1	1	1
CUSTOMER RELATIONS 311(153)				
Customer Relations Representative (UNFUNDED)	110	2	2	2
PLANNING AND ZONING (154)				
Planning Technician (UNFUNDED)		1	1	1
UTILITY BILLING (176)				
Utility Billing Clerk (UNFUNDED)	110	1	1	1
LIBRARY (665)				
Temp P/T Library Clerk (UNFUNDED)	110	1	1	1
Total Approved Positions (Unfunded)		**6**	**6**	**6**

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

Position List by Grade
FY 21/22

Grade	Position Title	Hourly Min	Hourly Max	Annual Min	Annual Max
110		**$15.00**	**$21.77**	**$31,200**	**$45,284**
	Animal Services Technician				
	Customer Relations Representative				
	Drainage Worker I				
	Event Attendant				
	Facilities Technician				
	Library Clerk				
	Parks Maintenance Technician				
	Permit Technician				
	Programming Specialist				
	Street Worker I				
	Supply Coordinator				
	Utility Billing Clerk				
111		**$15.50**	**$22.48**	**$32,240**	**$46,748**
	Library Assistant				
112		**$15.81**	**$22.95**	**$32,884**	**$47,728**
	Administrative Assistant				
	Animal Services Officer				
	Event Specialist				
	Meter Technician				
	Police Records Specialist				
113		**$16.60**	**$24.09**	**$34,527**	**$50,113**
	Deputy Court Clerk				
*	Drainage Worker II	$17.00	$24.65	$35,360	$51,272
	EMS Billing Specialist				
	Fleet Mechanic				
	Purchasing Specialist				
*	Street Worker II	$17.00	$24.65	$35,360	$51,272
*	Traffic Signal & Sign Technician	$17.00	$24.65	$35,360	$51,272
114		**$17.43**	**$25.31**	**$36,255**	**$52,650**
	Accounts Payable Coordinator				
	Development Specialist				
*	Service Worker I	$17.93	$26.00	$37,294	$54,076
115		**$18.30**	**$26.56**	**$38,067**	**$55,251**
	Code Enforcement Officer				
	Communications Officer				
116		**$19.22**	**$27.89**	**$39,971**	**$58,013**
	Building Inspector				
	Civic & Community Center Coordinator				
	Facilities Crew Supervisor				
	Marketing & Communication Specialist				
	Park Maintenance Crew Supervisor				
	Senior Deputy Court Clerk				
	Street Crew Supervisor				
	Utility Billing Assistant Manager				
117		**$20.18**	**$29.29**	**$41,969**	**$60,914**
	Communications Shift Supervisor				
	Drainage Superintendent				
	Human Resources Generalist				
	IT Support Specialist				
	Risk & Safety Specialist				
*	Service Worker II	$20.80	$30.16	$43,264	$62,733

Position List by Grade

FY 21/22

Grade	Position Title	Hourly Min	Hourly Max	Annual Min	Annual Max
118		**$21.19**	**$30.75**	**$44,067**	**$63,959**
	Deputy City Secretary				
	Electricfian				
	Engineering Inspector				
	Financial Analyst				
	GIS Specialist				
	HVAC Technician				
	Planner				
	Plumber				
	Sanitarian				
	Water/Wastewater Supervisor				
119		**$22.25**	**$32.29**	**$46,270**	**$67,157**
	Administrative Manager				
	Crime Victim Liaison				
	Human Resources Senior Generalist				
	Librarian				
	Plans Examiner				
	Police Records Office Manager				
120		**$23.36**	**$33.90**	**$48,584**	**$70,515**
	Accountant				
	Assistant Facilities Manager				
	Civic Center Manager				
	Civilian Evidence Technician				
	Computer Systems Support Coordinator				
	Fleet Crew Supervisor				
	Public Affairs Communication Manager				
	Public Safety Systems Coordinator				
	Streets Superintendent				
121		**$24.53**	**$35.60**	**$51,013**	**$74,040**
	Animal Services Manager				
	EMS Office Manager				
	Engineer - Graduate				
	Public Safety Communications Manager				
	Utility Billing Manager				
122		**$25.75**	**$37.38**	**$53,564**	**$77,743**
	Accountant - Senior				
	Business Retention Manager				
	Marketing & Recruitment Manager				
	Planner - Senior				
123		**$27.04**	**$39.25**	**$56,243**	**$81,630**
	Engineer - Senior Graduate				
	Fleet Manager				
	Parks Manager				
124		**$28.39**	**$41.21**	**$59,054**	**$85,711**
	Court Administrator				
	GIS Administrator				
	Senior Systems Administrator				
125		**$29.81**	**$43.27**	**$62,007**	**$89,997**
	Human Resources Manager				
	Purchasing & Asset Manager				
	SCADA Technician				
	Water/Wastewater Superintendent				

Position List by Grade

FY 21/22

Grade	Position Title	Hourly		Annual	
		Min	Max	Min	Max
126		**$31.30**	**$45.43**	**$65,107**	**$94,496**
	Streets & Drainage Manager				
127		**$32.87**	**$47.70**	**$68,363**	**$99,222**
	Streets & Drainage Manager				
128		**$34.51**	**$50.09**	**$71,781**	**$104,183**
	Assistant Director of Finance				
	Chief Building Official				
	Engineer - PE				
130		**$38.05**	**$55.22**	**$79,138**	**$114,861**
	Water/Wastewater Manager				
131		**$39.95**	**$57.98**	**$83,095**	**$120,604**
	Assistant Fire Chief				
	Assistant Police Chief				
	Assistant Public Works Director				
	Director of Library				
	Director of Public Works				
132		**$41.95**	**$60.88**	**$87,250**	**$126,635**
	Assistant to City Manager				
133		**$44.04**	**$63.93**	**$91,612**	**$132,966**
	Director of Parks, Rec & Community Services				
134		**$46.25**	**$67.12**	**$96,193**	**$139,614**
	Director of Human Resources & Purchasing				
	SSLGC General Manager				
135		**$48.56**	**$70.48**	**$101,003**	**$146,596**
	City Engineer				
	Director of EMS				
	Director of Finance				
	Director of IT				
	Director of Planning & Community Development				
	Director of Public Works				
	Exec Director of Economic Development				
	Fire Chief				
	Police Chief				
139		**$59.02**	**$85.67**	**$122,770**	**$178,188**
	Assistant City Manager				

DEBT SERVICE REVIEW

General Fund

Year	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	
2007ii	425,267	426,123	426,370	426,005	425,031	423,445	- to 2027
2012	379,219	-	-	-	-	-	- to 2032
2014	1,018,025	1,020,150	1,019,525	1,021,000	1,021,425	1,018,575	- to 2030
2015A	157,387	-	-	-	-		- to 2022
2015	37,050	37,050	37,050	37,050	37,050	37,050	- to 2031
2016	376,606	376,606	376,206	375,406	374,206	375,556	- to 2036
2016-A	235,469	237,469	97,319	100,144	97,894	100,969	- to 2036
2016-B	100,263	103,388	101,438	104,413	102,313	104,950	- to 2036
2017	534,425	418,400	418,800	271,150	270,525	269,750	- to 2037
2017	265,050	265,025	264,850	264,525	264,050	263,425	- to 2037
2018	671,125	668,617	670,844	672,753	669,397	665,829	- to 2028
2018	408,888	411,263	408,013	409,138	297,388	297,888	- to 2038
2018	366,819	377,069	410,694	383,569	386,444	383,694	- to 2033
2019	379,900	381,800	375,675	372,875	375,975	197,175	- to 2039
2020	1,146,963	1,134,063	1,105,463	439,463	440,963	441,863	- to 2036
2021	98,850	474,800	470,600	466,000	470,800	469,900	- to 2032
Total	**$ 6,601,304**	**$ 6,331,822**	**$ 6,182,845**	**$ 5,343,490**	**$ 5,233,459**	**$ 5,050,068**	

Water and Waste Water Debt Service

Year	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	
2013	157,325						- to 2022
2013i	224,028	218,739	223,321	217,774	-		- to 2025
2018	400,050	399,550	398,550	397,050	399,925	397,175	- to 2038
2018	463,500	464,500	464,500	468,375	461,250		- to 2026
2019	233,000	234,025	233,500	232,100	236,100	234,800	- to 2039
2021	45,338	202,550	201,650	205,450	203,950	207,150	- to 2033
Total	**$ 1,523,240**	**$ 1,519,364**	**$ 1,521,521**	**$ 1,520,749**	**$ 1,301,225**	**$ 839,125**	

Schertz-Seguin Local Government Corporation Debt - Schertz Portion

Year	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	
2001	520,000	520,000	520,000	520,000	520,000	520,000	- to 2035
2014	665,175	665,650	663,950	666,463	-	-	- to 2022
2015	2,434,650	2,435,950	2,436,250	2,435,125	3,226,375	3,214,125	- to 2023
2016	2,229,242	2,226,390	2,227,166	2,226,361	2,224,201	2,225,659	- to 2046
BP-S 2016	828,137	828,137	828,137	828,137	828,137	828,137	- to 2051
2018	1,326,825	1,328,600	1,323,475	1,326,850	1,323,600	1,323,725	- to 2041
Total	**$ 8,004,029**	**$ 8,004,727**	**$ 7,998,978**	**$ 8,002,936**	**$ 8,122,313**	**$ 8,111,646**	

Capital Recovery

Year	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	
2007i	487,418	491,378	489,536	492,093	488,847	-	- to 2026
Total	**$ 487,418**	**$ 491,378**	**$ 489,536**	**$ 492,093**	**$ 488,847**	**$ -**	

CITY OF SCHERTZ
Certificates of Obligation Bonds, Series 2007

Original Issue Amount $9,915,000

General Fund, Capital Recovery, EMS, Public Works, & EDC

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22			43,709.00	43,709.00	
08/01/22	400,000	4.010%	43,709.00	443,709.00	
09/30/22					487,418.00
02/01/23			35,689.00	35,689.00	
08/01/23	420,000	4.010%	35,689.00	455,689.00	
09/30/23					491,378.00
02/01/24			27,268.00	27,268.00	
08/01/24	435,000	4.010%	27,268.00	462,268.00	
09/30/24					489,536.00
02/01/25			18,546.25	18,546.25	
08/01/25	455,000	4.010%	18,546.25	473,546.25	
09/30/25					492,092.50
02/01/26			9,423.50	9,423.50	
08/01/26	470,000	4.010%	9,423.50	479,423.50	
09/30/26					488,847.00
	$ 3,290,000		$ 621,751	$ 3,911,751	$ 3,911,751

CITY OF SCHERTZ
General Obligation Bonds, Series 2007 II

Original Issue Amount $6,000,000

General Fund Supported

Date	Principal	Coupon	Interest	Period Total	Fiscal Total
02/01/22	340,000	4.070%	46,092.75	386,092.75	
08/01/22			39,173.75	39,173.75	
09/30/22					425,266.50
02/01/23	355,000	4.070%	39,173.75	394,173.75	
08/01/23			31,949.50	31,949.50	
09/30/23					426,123.25
02/01/24	370,000	4.070%	31,949.00	401,949.50	
08/01/24			24,420.00	24,420.00	
09/30/24					426,369.50
02/01/25	385,000	4.070%	24,420.00	409,420.00	
08/01/25			16,585.25	16,585.25	
09/30/25					426,005.25
02/01/26	400,000	4.070%	16,585.25	416,585.25	
08/01/26			8,445.25	8,445.25	
09/30/26					425,030.50
02/01/27	415,000	4.070%	8,445.25	423,445.25	
09/30/27					423,445.25
	$ 2,265,000.00	$ 0.24	$ 287,239.75	$ 2,552,240.25	$ 2,552,240.25

CITY OF SCHERTZ
General Obligation Bonds, Series 2012

Original Issue Amount $7,625,000

General Fund Supported

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	375,000	2.250%	4,218.75	379,218.75	
08/01/22				-	
09/30/22					379,218.75
	$ 375,000	$ 0	$ 4,219	$ 379,219	$ 379,219

CITY OF SCHERTZ
Certificate of Obligation Bonds, Series 2013

Original Issue Amount $7,625,000

General Fund and Utility Fund Supported

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	155,000	3.000%	2,325.00	157,325.00	
08/01/22				-	
09/30/22					157,325.00
	$ 1,370,000		$ 308,981	$ 1,678,981	$ 1,678,981

CITY OF SCHERTZ
General Obligation Refunding Bonds, Series 2013

Original Issue Amount $2,160,000

General Fund Supported

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	205,000	2.580%	10,836.00	215,836.00	
08/01/22			8,191.50	8,191.50	
09/30/22					224,027.50
02/01/23	205,000	2.580%	8,191.50	213,191.50	
08/01/23			5,547.00	5,547.00	
09/30/23					218,738.50
02/01/24	215,000	2.580%	5,547.00	220,547.00	
08/01/24			2,773.50	2,773.50	
09/30/24					223,320.50
02/01/25	215,000	2.580%	2,773.50	217,773.50	
09/30/25					217,773.50
	$ 840,000		$ 43,860	$ 883,860	$ 883,860

CITY OF SCHERTZ
General Obligation Refunding Bonds, Series 2014

Original Issue Amount $2,160,000

General Fund Supported

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	750,000	3.000%	139,637.50	889,637.50	
08/01/22			128,387.50	128,387.50	
09/30/22				-	1,018,025.00
02/01/23	775,000	3.000%	128,387.50	903,387.50	
08/01/23			116,762.50	116,762.50	
09/30/23					1,020,150.00
02/01/24	800,000	3.500%	116,762.50	916,762.50	
08/01/24			102,762.50	102,762.50	
09/30/24					1,019,525.00
02/01/25	830,000	3.500%	102,762.50	932,762.50	
08/01/25			88,237.50	88,237.50	
09/30/25					1,021,000.00
02/01/26	860,000	3.500%	88,237.50	948,237.50	
08/01/26			73,187.50	73,187.50	
09/30/26					1,021,425.00
02/01/27	890,000	4.000%	73,187.50	963,187.50	
08/01/27			55,387.50	55,387.50	
09/30/27					1,018,575.00
02/01/28	930,000	4.000%	55,387.50	985,387.50	
08/01/28			36,787.50	36,787.50	
09/30/28					1,022,175.00
02/01/29	960,000	4.000%	36,787.50	996,787.50	
08/01/29			17,587.50	17,587.50	
09/30/29					1,014,375.00
02/01/30	1,005,000	3.500%	17,587.50	1,022,587.50	
09/30/30					1,022,587.50
	$ 7,800,000		$ 1,377,838	$ 9,177,838	$ 9,177,838

CITY OF SCHERTZ
Tax Notes, Series 2015A

Original Issue Amount $1,020,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
08/01/22	155,000	1.540%	1,193.50	156,193.50	
09/30/22					157,387.00
	$ 155,000		$ 1,194	$ 156,194	$ 157,387

CITY OF SCHERTZ
General Obligation Refunding Bonds, Series 2015

Original Issue Amount $4,185,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22			18,525.00	18,525.00	
08/01/22			18,525.00	18,525.00	
09/30/22					37,050.00
02/01/23			18,525.00	18,525.00	
08/01/23			18,525.00	18,525.00	
09/30/23					37,050.00
02/01/24			18,525.00	18,525.00	
08/01/24			18,525.00	18,525.00	
09/30/24					37,050.00
02/01/25			18,525.00	18,525.00	
08/01/25			18,525.00	18,525.00	
09/30/25					37,050.00
02/01/26			18,525.00	18,525.00	
08/01/26			18,525.00	18,525.00	
09/30/26					37,050.00
02/01/27			18,525.00	18,525.00	
08/01/27			18,525.00	18,525.00	
09/30/27					37,050.00
02/01/28			18,525.00	18,525.00	
08/01/28			18,525.00	18,525.00	
09/30/28					37,050.00
02/01/29			18,525.00	18,525.00	
08/01/29			18,525.00	18,525.00	
09/30/29					37,050.00
02/01/30			18,525.00	18,525.00	
08/01/30			18,525.00	18,525.00	
09/30/30					37,050.00
02/01/31	1,140,000	3.250%	18,525.00	1,158,525.00	
09/30/31					1,158,525.00
	$ 1,140,000	$ 0	$ 351,975	$ 1,491,975	$ 1,491,975

CITY OF SCHERTZ
General Obligation Bonds, Series 2016

Original Issue Amount $5,880,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	245,000	4.000%	68,253.13	313,253.13	
08/01/22			63,353.13	63,353.13	
09/30/22					376,606.26
02/01/23	255,000	4.000%	63,353.13	318,353.13	
08/01/23			58,253.13	58,253.13	
09/30/23					376,606.26
02/01/24	265,000	4.000%	58,253.13	323,253.13	
08/01/24			52,953.13	52,953.13	
09/30/24					376,206.26
02/01/25	275,000	4.000%	52,953.13	327,953.13	
08/01/25			47,453.13	47,453.13	
09/30/25					375,406.26
02/01/26	285,000	4.000%	47,453.13	332,453.13	
08/01/26			41,753.13	41,753.13	
09/30/26					374,206.26
02/01/27	295,000	2.000%	41,753.13	336,753.13	
08/01/27			38,803.13	38,803.13	
09/30/27					375,556.26
02/01/28	300,000	2.000%	38,803.13	338,803.13	
08/01/28			35,803.13	35,803.13	
09/30/28					374,606.26
02/01/29	305,000	2.125%	35,803.13	340,803.13	
08/01/29			32,562.50	32,562.50	
09/30/29					373,365.63
02/01/30	310,000	2.250%	32,562.50	342,562.50	
08/01/30			29,075.00	29,075.00	
09/30/30					371,637.50
02/01/31	320,000	2.375%	29,075.00	349,075.00	
08/01/31			25,275.00	25,275.00	
09/30/31					374,350.00
02/01/32	330,000	2.500%	25,275.00	355,275.00	
08/01/32			21,150.00	21,150.00	
09/30/32					376,425.00
02/01/33	335,000	3.000%	21,150.00	356,150.00	
08/01/33			16,125.00	16,125.00	
09/30/33					372,275.00
02/01/34	345,000	3.000%	16,125.00	361,125.00	
08/01/34			10,950.00	10,950.00	

CITY OF SCHERTZ
General Obligation Bonds, Series 2016

Original Issue Amount $5,880,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					372,075.00
02/01/35	360,000	3.000%	10,950.00	370,950.00	
08/01/35			5,550.00	5,550.00	
09/30/35					376,500.00
02/01/36	370,000	3.000%	5,550.00	375,550.00	
09/30/36					375,550.00
	$ 4,595,000	$ 0	$ 1,026,372	$ 5,621,372	$ 5,621,372

CITY OF SCHERTZ
Certificates of Obligation, Series 2016A

Original Issue Amount $2,375,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	195,000	4.000%	22,184.38	217,184.38	
08/01/22			18,284.38	18,284.38	
09/30/22					235,468.76
02/01/23	205,000	4.000%	18,284.38	223,284.38	
08/01/23			14,184.38	14,184.38	
09/30/23					237,468.76
02/01/24	70,000	3.000%	14,184.38	84,184.38	
08/01/24			13,134.38	13,134.38	
09/30/24					97,318.76
02/01/25	75,000	3.000%	13,134.38	88,134.38	
08/01/25			12,009.38	12,009.38	
09/30/25					100,143.76
02/01/26	75,000	3.000%	12,009.38	87,009.38	
08/01/26			10,884.38	10,884.38	
09/30/26					97,893.76
02/01/27	80,000	2.000%	10,884.38	90,884.38	
08/01/27			10,084.38	10,084.38	
09/30/27					100,968.76
02/01/28	80,000	2.000%	10,084.38	90,084.38	
08/01/28			9,284.38	9,284.38	
09/30/28					99,368.76
02/01/29	80,000	2.125%	9,284.38	89,284.38	
08/01/29			8,434.38	8,434.38	
09/30/29					97,718.76
02/01/30	85,000	2.250%	8,434.38	93,434.38	
08/01/30			7,478.13	7,478.13	
09/30/30					100,912.51
02/01/31	85,000	2.375%	7,478.13	92,478.13	
08/01/31			6,468.75	6,468.75	
09/30/31					98,946.88
02/01/32	90,000	2.375%	6,468.75	96,468.75	
08/01/32			5,400.00	5,400.00	
09/30/32					101,868.75
02/01/33	90,000	2.500%	5,400.00	95,400.00	
08/01/33			4,275.00	4,275.00	
09/30/33					99,675.00
02/01/34	90,000	3.000%	4,275.00	94,275.00	
08/01/34			2,925.00	2,925.00	

CITY OF SCHERTZ
Certificates of Obligation, Series 2016A

Original Issue Amount $2,375,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					97,200.00
02/01/35	95,000	3.000%	2,925.00	97,925.00	
08/01/35			1,500.00	1,500.00	
09/30/35					99,425.00
02/01/36	100,000	3.000%	1,500.00	101,500.00	
09/30/36					101,500.00
	$ 1,495,000		$ 270,878	$ 1,765,878	$ 1,765,878

CITY OF SCHERTZ
Certificates of Obligation, Series 2016B

Original Issue Amount $1,475,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	60,000	3.000%	20,581.25	80,581.25	
08/01/22			19,681.25	19,681.25	
09/30/22					100,262.50
02/01/23	65,000	3.000%	19,681.25	84,681.25	
08/01/23			18,706.25	18,706.25	
09/30/23					103,387.50
02/01/24	65,000	3.000%	18,706.25	83,706.25	
08/01/24			17,731.25	17,731.25	
09/30/24					101,437.50
02/01/25	70,000	3.000%	17,731.25	87,731.25	
08/01/25			16,681.25	16,681.25	
09/30/25					104,412.50
02/01/26	70,000	3.000%	16,681.25	86,681.25	
08/01/26			15,631.25	15,631.25	
09/30/26					102,312.50
02/01/27	75,000	3.500%	15,631.25	90,631.25	
08/01/27			14,318.75	14,318.75	
09/30/27					104,950.00
02/01/28	75,000	3.500%	14,318.75	89,318.75	
08/01/28			13,006.25	13,006.25	
09/30/28					102,325.00
02/01/29	80,000	3.500%	13,006.25	93,006.25	
08/01/29			11,606.25	11,606.25	
09/30/29					104,612.50
02/01/30	80,000	3.500%	11,606.25	91,606.25	
08/01/30			10,206.25	10,206.25	
09/30/30					101,812.50
02/01/31	85,000	3.500%	10,206.25	95,206.25	
08/01/31			8,718.75	8,718.75	
09/30/31					103,925.00
02/01/32	85,000	3.750%	8,718.75	93,718.75	
08/01/32			7,125.00	7,125.00	
09/30/32					100,843.75
02/01/33	90,000	3.750%	7,125.00	97,125.00	
08/01/33			5,437.50	5,437.50	
09/30/33					102,562.50
02/01/34	95,000	375.000%	5,437.50	100,437.50	
08/01/34			3,656.25	3,656.25	

CITY OF SCHERTZ
Certificates of Obligation, Series 2016B

Original Issue Amount $1,475,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					104,093.75
02/01/35	95,000	3.750%	3,656.25	98,656.25	
08/01/35			1,875.00	1,875.00	
09/30/35					100,531.25
02/01/36	100,000	3.750%	1,875.00	101,875.00	
09/30/36					101,875.00
	$ 1,190,000		$ 349,344	$ 1,539,344	$ 1,539,344

CITY OF SCHERTZ
Certificates of Obligation, Series 2017

Original Issue Amount $5,475,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	420,000	3.000%	60,362.50	480,362.50	
08/01/22			54,062.50	54,062.50	
09/30/22					534,425.00
02/01/23	315,000	3.000%	54,062.50	369,062.50	
08/01/23			49,337.50	49,337.50	
09/30/23					418,400.00
02/01/24	325,000	3.000%	49,337.50	374,337.50	
08/01/24			44,462.50	44,462.50	
09/30/24					418,800.00
02/01/25	185,000	3.000%	44,462.50	229,462.50	
08/01/25			41,687.50	41,687.50	
09/30/25					271,150.00
02/01/26	190,000	3.000%	41,687.50	231,687.50	
08/01/26			38,837.50	38,837.50	
09/30/26					270,525.00
02/01/27	195,000	3.000%	38,837.50	233,837.50	
08/01/27			35,912.50	35,912.50	
09/30/27					269,750.00
02/01/28	200,000	3.000%	35,912.50	235,912.50	
08/01/28			32,912.50	32,912.50	
09/30/28					268,825.00
02/01/29	205,000	3.000%	32,912.50	237,912.50	
08/01/29			29,837.50	29,837.50	
09/30/29					267,750.00
02/01/30	215,000	3.000%	29,837.50	244,837.50	
08/01/30			26,612.50	26,612.50	
09/30/30					271,450.00
02/01/31	220,000	3.000%	26,612.50	246,612.50	
08/01/31			23,312.50	23,312.50	
09/30/31					269,925.00
02/01/32	225,000	3.000%	23,312.50	248,312.50	
08/01/32			19,937.50	19,937.50	
09/30/32					268,250.00
02/01/33	235,000	3.000%	19,937.50	254,937.50	
08/01/33			16,412.50	16,412.50	
09/30/33					271,350.00
02/01/34	240,000	3.250%	16,412.50	256,412.50	
08/01/34			12,512.50	12,512.50	

CITY OF SCHERTZ
Certificates of Obligation, Series 2017

Original Issue Amount $5,475,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					268,925.00
02/01/35	250,000	3.250%	12,512.50	262,512.50	
08/01/35			8,450.00	8,450.00	
09/30/35					270,962.50
02/01/36	255,000	3.250%	8,450.00	263,450.00	
08/01/36			4,306.25	4,306.25	
09/30/36					267,756.25
02/01/37	265,000	3.250%	4,306.25	269,306.25	
09/30/37					269,306.25
	$ 3,940,000		$ 937,550	$ 4,877,550	$ 4,877,550

CITY OF SCHERTZ
Certificates of Obligation, Series 2017

Original Issue Amount $3,935,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	165,000	3.000%	51,262.50	216,262.50	
08/01/22			48,787.50	48,787.50	
09/30/22					265,050.00
02/01/23	170,000	3.000%	48,787.50	218,787.50	
08/01/23			46,237.50	46,237.50	
09/30/23					265,025.00
02/01/24	175,000	3.000%	46,237.50	221,237.50	
08/01/24			43,612.50	43,612.50	
09/30/24					264,850.00
02/01/25	180,000	3.000%	43,612.50	223,612.50	
08/01/25			40,912.50	40,912.50	
09/30/25					264,525.00
02/01/26	185,000	3.000%	40,912.50	225,912.50	
08/01/26			38,137.50	38,137.50	
09/30/26					264,050.00
02/01/27	190,000	3.000%	38,137.50	228,137.50	
08/01/27			35,287.50	35,287.50	
09/30/27					263,425.00
02/01/28	195,000	3.000%	35,287.50	230,287.50	
08/01/28			32,362.50	32,362.50	
09/30/28					262,650.00
02/01/29	205,000	3.000%	32,362.50	237,362.50	
08/01/29			29,287.50	29,287.50	
09/30/29					266,650.00
02/01/30	210,000	3.000%	29,287.50	239,287.50	
08/01/30			26,137.50	26,137.50	
09/30/30					265,425.00
02/01/31	215,000	3.000%	26,137.50	241,137.50	
08/01/31			22,912.50	22,912.50	
09/30/31					264,050.00
02/01/32	225,000	3.000%	22,912.50	247,912.50	
08/01/32			19,537.50	19,537.50	
09/30/32					267,450.00
02/01/33	230,000	3.000%	19,537.50	249,537.50	
08/01/33			16,087.50	16,087.50	
09/30/33					265,625.00
02/01/34	235,000	3.250%	16,087.50	251,087.50	
08/01/34			12,268.75	12,268.75	

CITY OF SCHERTZ
Certificates of Obligation, Series 2017

Original Issue Amount $3,935,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					263,356.25
02/01/35	245,000	3.250%	12,268.75	257,268.75	
08/01/35			8,287.50	8,287.50	
09/30/35					265,556.25
02/01/36	250,000	3.250%	8,287.50	258,287.50	
08/01/36			4,225.00	4,225.00	
09/30/36					262,512.50
02/01/37	260,000	3.250%	4,225.00	264,225.00	
09/30/37					264,225.00
	$ 3,335,000		$ 899,425	$ 4,234,425	$ 4,234,425

CITY OF SCHERTZ
General Obligation Refunding, Series 2018

Original Issue Amount $6,035,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	585,000	2.120%	46,163.00	631,163.00	
08/01/22			39,962.00	39,962.00	
09/30/22					671,125.00
02/01/23	595,000	2.120%	39,962.00	634,962.00	
08/01/23			33,655.00	33,655.00	
09/30/23					668,617.00
02/01/24	610,000	2.120%	33,655.00	643,655.00	
08/01/24			27,189.00	27,189.00	
09/30/24					670,844.00
02/01/25	625,000	2.120%	27,189.00	652,189.00	
08/01/25			20,564.00	20,564.00	
09/30/25					672,753.00
02/01/26	635,000	2.120%	20,564.00	655,564.00	
08/01/26			13,833.00	13,833.00	
09/30/26					669,397.00
02/01/27	645,000	2.120%	13,833.00	658,833.00	
08/01/27			6,996.00	6,996.00	
09/30/27					665,829.00
02/01/28	660,000	2.120%	6,996.00	666,996.00	
08/01/28			-	-	
09/30/28					666,996.00
	$ 4,355,000		$ 330,561.00	$ 4,685,561.00	$ 4,685,561.00

CITY OF SCHERTZ
Certificates of Obligation, Series 2018

Original Issue Amount $4,845,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	245,000	5.000%	85,006.25	330,006.25	
08/01/22			78,881.25	78,881.25	
09/30/22					408,887.50
02/01/23	260,000	5.000%	78,881.25	338,881.25	
08/01/23			72,381.25	72,381.25	
09/30/23					411,262.50
02/01/24	270,000	5.000%	72,381.25	342,381.25	
08/01/24			65,631.25	65,631.25	
09/30/24					408,012.50
02/01/25	285,000	5.000%	65,631.25	350,631.25	
08/01/25			58,506.25	58,506.25	
09/30/25					409,137.50
02/01/26	185,000	5.000%	58,506.25	243,506.25	
08/01/26			53,881.25	53,881.25	
09/30/26					297,387.50
02/01/27	195,000	5.000%	53,881.25	248,881.25	
08/01/27			49,006.25	49,006.25	
09/30/27					297,887.50
02/01/28	205,000	5.000%	49,006.25	254,006.25	
08/01/28			43,881.25	43,881.25	
09/30/28					297,887.50
02/01/29	215,000	5.000%	43,881.25	258,881.25	
08/01/29			38,506.25	38,506.25	
09/30/29					297,387.50
02/01/30	225,000	4.000%	38,506.25	263,506.25	
08/01/30			34,006.25	34,006.25	
09/30/30					297,512.50
02/01/31	235,000	3.000%	34,006.25	269,006.25	
08/01/31			30,481.25	30,481.25	
09/30/31					299,487.50
02/01/32	240,000	3.000%	30,481.25	270,481.25	
08/01/32			26,881.25	26,881.25	
09/30/32					297,362.50
02/01/33	250,000	3.125%	26,881.25	276,881.25	
08/01/33			22,975.00	22,975.00	
09/30/33					299,856.25
02/01/34	255,000	3.250%	22,975.00	277,975.00	
08/01/34			18,831.25	18,831.25	

CITY OF SCHERTZ
Certificates of Obligation, Series 2018

Original Issue Amount $4,845,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					296,806.25
02/01/35	265,000	3.250%	18,831.25	283,831.25	
08/01/35			14,525.00	14,525.00	
09/30/35					298,356.25
02/01/36	275,000	3.375%	14,525.00	289,525.00	
08/01/36			9,884.38	9,884.38	
09/30/36					299,409.38
02/01/37	285,000	3.375%	9,884.38	294,884.38	
08/01/37			5,075.00	5,075.00	
09/30/37					299,959.38
02/01/38	290,000	3.500%	5,075.00	295,075.00	
09/30/38					295,075.00
	$ 4,180,000		$ 1,331,675.01	$ 5,511,675.01	$ 5,511,675.01

CITY OF SCHERTZ
Certificates of Obligation, Series 2018

Original Issue Amount $5,595,000

Water & Sewer

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	205,000	5.000%	100,087.50	305,087.50	
08/01/22			94,962.50	94,962.50	
09/30/22					400,050.00
02/01/23	215,000	5.000%	94,962.50	309,962.50	
08/01/23			89,587.50	89,587.50	
09/30/23					399,550.00
02/01/24	225,000	5.000%	89,587.50	314,587.50	
08/01/24			83,962.50	83,962.50	
09/30/24					398,550.00
02/01/25	235,000	5.000%	83,962.50	318,962.50	
08/01/25			78,087.50	78,087.50	
09/30/25					397,050.00
02/01/26	250,000	5.000%	78,087.50	328,087.50	
08/01/26			71,837.50	71,837.50	
09/30/26					399,925.00
02/01/27	260,000	5.000%	71,837.50	331,837.50	
08/01/27			65,337.50	65,337.50	
09/30/27					397,175.00
02/01/28	275,000	5.000%	65,337.50	340,337.50	
08/01/28			58,462.50	58,462.50	
09/30/28					398,800.00
02/01/29	290,000	5.000%	58,462.50	348,462.50	
08/01/29			51,212.50	51,212.50	
09/30/29					399,675.00
02/01/30	300,000	4.000%	51,212.50	351,212.50	
08/01/30			45,212.50	45,212.50	
09/30/30					396,425.00
02/01/31	310,000	3.000%	45,212.50	355,212.50	
08/01/31			40,562.50	40,562.50	
09/30/31					395,775.00
02/01/32	320,000	3.000%	40,562.50	360,562.50	
08/01/32			35,762.50	35,762.50	
09/30/32					396,325.00
02/01/33	330,000	3.125%	35,762.50	365,762.50	
08/01/33			30,606.25	30,606.25	
09/30/33					396,368.75
02/01/34	340,000	3.250%	30,606.25	370,606.25	
08/01/34			25,081.25	25,081.25	

CITY OF SCHERTZ
Certificates of Obligation, Series 2018

Original Issue Amount $5,595,000

Water & Sewer

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
09/30/34					395,687.50
02/01/35	355,000	3.250%	25,081.25	380,081.25	
08/01/35			19,312.50	19,312.50	
09/30/35					399,393.75
02/01/36	365,000	3.375%	19,312.50	384,312.50	
08/01/36			13,153.13	13,153.13	
09/30/36					397,465.63
02/01/37	375,000	3.375%	13,153.13	388,153.13	
08/01/37			6,825.00	6,825.00	
09/30/37					394,978.13
02/01/38	390,000	3.500%	6,825.00	396,825.00	
09/30/38					396,825.00
	$ 5,040,000		$ 1,720,019	$ 6,760,019	$ 6,760,019

CITY OF SCHERTZ

General Obligation and Refunding Bonds, Series 2018

Original Issue Amount $8,570,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	185,000	5.000%	93,221.88	278,221.88	
08/01/22			88,596.88	88,596.88	
09/30/22					366,818.76
02/01/23	205,000	5.000%	88,596.88	293,596.88	
08/01/23			83,471.88	83,471.88	
09/30/23					377,068.76
02/01/24	250,000	5.000%	83,471.88	333,471.88	
08/01/24			77,221.88	77,221.88	
09/30/24					410,693.76
02/01/25	235,000	5.000%	77,221.88	312,221.88	
08/01/25			71,346.88	71,346.88	
09/30/25					383,568.76
02/01/26	250,000	5.000%	71,346.88	321,346.88	
08/01/26			65,096.88	65,096.88	
09/30/26					386,443.76
02/01/27	260,000	5.000%	65,096.88	325,096.88	
08/01/27			58,596.88	58,596.88	
09/30/27					383,693.76
02/01/28	570,000	4.000%	58,596.88	628,596.88	
08/01/28			47,196.88	47,196.88	
09/30/28					675,793.76
02/01/29	495,000	4.000%	47,196.88	542,196.88	
08/01/29			37,296.88	37,296.88	
09/30/29					579,493.76
02/01/30	515,000	4.000%	37,296.88	552,296.88	
08/01/30			26,996.88	26,996.88	
09/30/30					579,293.76
02/01/31	535,000	3.125%	26,996.88	561,996.88	
08/01/31			18,637.50	18,637.50	
09/30/31					580,634.38
02/01/32	555,000	3.250%	18,637.50	573,637.50	
08/01/32			9,618.75	9,618.75	
09/30/32					583,256.25
02/01/33	570,000	3.375%	9,618.75	579,618.75	
08/01/33			-	-	
09/30/33					579,618.75
	$4,625,000		$1,261,378	$ 5,886,378	$ 5,886,378

CITY OF SCHERTZ

General Obligation and Refunding Bonds, Series 2018

Original Issue Amount $8,570,000

Utility Fund Bond Component

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	370,000	5.000%	51,375.00	421,375.00	
08/01/22			42,125.00	42,125.00	
09/30/22					463,500.00
02/01/23	390,000	5.000%	42,125.00	432,125.00	
08/01/23			32,375.00	32,375.00	
09/30/23					464,500.00
02/01/24	410,000	5.000%	32,375.00	442,375.00	
08/01/24			22,125.00	22,125.00	
09/30/24					464,500.00
02/01/25	435,000	5.000%	22,125.00	457,125.00	
08/01/25			11,250.00	11,250.00	
09/30/25					468,375.00
02/01/26	450,000	5.000%	11,250.00	461,250.00	
09/30/26					461,250.00
	$2,055,000		$ 267,125	$2,322,125	$ 2,322,125

CITY OF SCHERTZ

Certificates of Obligation, Series 2019

Original Issue Amount $7,495,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	265,000	3.000%	59,437.50	324,437.50	
08/01/22			55,462.50	55,462.50	
09/30/22					379,900.00
02/01/23	275,000	3.000%	55,462.50	330,462.50	
08/01/23			51,337.50	51,337.50	
09/30/23					381,800.00
02/01/24	280,000	5.000%	51,337.50	331,337.50	
08/01/24			44,337.50	44,337.50	
09/30/24					375,675.00
02/01/25	290,000	4.000%	44,337.50	334,337.50	
08/01/25			38,537.50	38,537.50	
09/30/25					372,875.00
02/01/26	305,000	4.000%	38,537.50	343,537.50	
08/01/26			32,437.50	32,437.50	
09/30/26					375,975.00
02/01/27	135,000	4.000%	32,437.50	167,437.50	
08/01/27			29,737.50	29,737.50	
09/30/27					197,175.00
02/01/28	140,000	4.000%	29,737.50	169,737.50	
08/01/28			26,937.50	26,937.50	
09/30/28					196,675.00
02/01/29	145,000	2.500%	26,937.50	171,937.50	
08/01/29			25,125.00	25,125.00	
09/30/29					197,062.50
02/01/30	145,000	3.000%	25,125.00	170,125.00	
08/01/30			22,950.00	22,950.00	
09/30/30					193,075.00
02/01/31	150,000	3.000%	22,950.00	172,950.00	
08/01/31			20,700.00	20,700.00	
09/30/31					193,650.00
02/01/32	155,000	3.000%	20,700.00	175,700.00	
08/01/32			18,375.00	18,375.00	
09/30/32					194,075.00
02/01/33	160,000	3.000%	18,375.00	178,375.00	
08/01/33			15,975.00	15,975.00	
09/30/33					194,350.00
02/01/34	165,000	3.000%	15,975.00	180,975.00	
08/01/34			13,500.00	13,500.00	
09/30/34					194,475.00
02/01/35	170,000	3.000%	13,500.00	183,500.00	
08/01/35			10,950.00	10,950.00	
09/30/35					194,450.00
02/01/36	175,000	3.000%	10,950.00	185,950.00	
08/01/36			8,325.00	8,325.00	
09/30/36					194,275.00
02/01/37	180,000	3.000%	8,325.00	188,325.00	

8/1/1937			5,625.00	5,625.00	
09/30/37					193,950.00
02/01/38	185,000	3.000%	5,625.00	190,625.00	
08/01/38			2,850.00	2,850.00	
09/30/38					193,475.00
02/01/39	190,000	3.000%	2,850.00	192,850.00	
09/30/39					192,850.00
	$3,510,000		$ 905,763	$ 4,415,763	$ 4,415,763

CITY OF SCHERTZ

Certificates of Obligation, Series 2019

Original Issue Amount $7,495,000

Utility Fund Bond Component

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	130,000	3.000%	52,475.00	182,475.00	
08/01/22			50,525.00	50,525.00	
09/30/22					233,000.00
02/01/23	135,000	3.000%	50,525.00	185,525.00	
08/01/23			48,500.00	48,500.00	
09/30/23					234,025.00
02/01/24	140,000	5.000%	48,500.00	188,500.00	
08/01/24			45,000.00	45,000.00	
09/30/24					233,500.00
02/01/25	145,000	4.000%	45,000.00	190,000.00	
08/01/25			42,100.00	42,100.00	
09/30/25					232,100.00
02/01/26	155,000	4.000%	42,100.00	197,100.00	
08/01/26			39,000.00	39,000.00	
09/30/26					236,100.00
02/01/27	160,000	4.000%	39,000.00	199,000.00	
08/01/27			35,800.00	35,800.00	
09/30/27					234,800.00
02/01/28	165,000	4.000%	35,800.00	200,800.00	
08/01/28			32,500.00	32,500.00	
09/30/28					233,300.00
02/01/29	170,000	2.500%	32,500.00	202,500.00	
08/01/29			30,375.00	30,375.00	
09/30/29					232,875.00
02/01/30	175,000	3.000%	30,375.00	205,375.00	
08/01/30			27,750.00	27,750.00	
09/30/30					233,125.00
02/01/31	180,000	3.000%	27,750.00	207,750.00	
08/01/31			25,050.00	25,050.00	
09/30/31					232,800.00
02/01/32	185,000	3.000%	25,050.00	210,050.00	
08/01/32			22,275.00	22,275.00	
09/30/32					232,325.00
02/01/33	195,000	3.000%	22,275.00	217,275.00	
08/01/33			19,350.00	19,350.00	
09/30/33					236,625.00
02/01/34	200,000	3.000%	19,350.00	219,350.00	
08/01/34			16,350.00	16,350.00	
09/30/34					235,700.00
02/01/35	205,000	3.000%	16,350.00	221,350.00	
08/01/35			13,275.00	13,275.00	
09/30/35					234,625.00
02/01/36	210,000	3.000%	13,275.00	223,275.00	
08/01/36			10,125.00	10,125.00	
09/30/36					233,400.00
02/01/37	220,000	3.000%	10,125.00	230,125.00	

8/1/1937			6,825.00	6,825.00		
09/30/37						236,950.00
02/01/38	225,000	3.000%	6,825.00	231,825.00		
08/01/38			3,450.00	3,450.00		
09/30/38						235,275.00
02/01/39	230,000	3.000%	3,450.00	233,450.00		
09/30/39						233,450.00
	$3,225,000		$ 988,975	$ 4,213,975	$	3,980,525

CITY OF SCHERTZ

General Obligation RefundingBonds, series 2020

Original Issue Amount $7,555,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
02/01/22	935,000	4.000%	115,331.25	1,050,331.25	
08/01/22			96,631.25	96,631.25	
09/30/22					1,146,962.50
02/01/23	960,000	4.000%	96,631.25	1,056,631.25	
08/01/23			77,431.25	77,431.25	
09/30/23					1,134,062.50
02/01/24	970,000	4.000%	77,431.25	1,047,431.25	
08/01/24			58,031.25	58,031.25	
09/30/24					1,105,462.50
02/01/25	330,000	4.000%	58,031.25	388,031.25	
08/01/25			51,431.25	51,431.25	
09/30/25					439,462.50
02/01/26	345,000	4.000%	51,431.25	396,431.25	
08/01/26			44,531.25	44,531.25	
09/30/26					440,962.50
02/01/27	360,000	4.000%	44,531.25	404,531.25	
08/01/27			37,331.25	37,331.25	
09/30/27					441,862.50
02/01/28	370,000	4.000%	37,331.25	407,331.25	
08/01/28			29,931.25	29,931.25	
09/30/28					437,262.50
02/01/29	385,000	4.000%	29,931.25	414,931.25	
08/01/29			22,231.25	22,231.25	
09/30/29					437,162.50
02/01/30	395,000	2.000%	22,231.25	417,231.25	
08/01/30			18,281.25	18,281.25	
09/30/30					435,512.50
02/01/31	405,000	1.250%	18,281.25	423,281.25	
08/01/31			15,750.00	15,750.00	
09/30/31					439,031.25
02/01/32	410,000	1.500%	15,750.00	425,750.00	
08/01/32			12,675.00	12,675.00	
09/30/32					438,425.00
02/01/33	415,000	1.500%	12,675.00	427,675.00	
08/01/33			9,562.50	9,562.50	
09/30/33					437,237.50
02/01/34	420,000	1.500%	9,562.50	429,562.50	
08/01/34			6,412.50	6,412.50	
09/30/34					435,975.00
02/01/35	425,000	1.500%	6,412.50	431,412.50	
08/01/35			3,225.00	3,225.00	
09/30/35					434,637.50
02/01/36	430,000	1.500%	3,225.00	433,225.00	
08/01/36					
09/30/36					433,225.00
	$7,555,000		$1,082,244	$ 8,637,244	$ 8,637,244

CITY OF SCHERTZ

General Obligation Refunding Bonds, series 2021

Original Issue Amount $6,015,000

General Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
08/01/22			98,850.00	98,850.00	
09/30/22					98,850.00
02/01/23	350,000	4.000%	65,900.00	415,900.00	
08/01/23			58,900.00	58,900.00	
09/30/23					474,800.00
02/01/24	360,000	4.000%	58,900.00	418,900.00	
08/01/24			51,700.00	51,700.00	
09/30/24					470,600.00
02/01/25	370,000	4.000%	51,700.00	421,700.00	
08/01/25			44,300.00	44,300.00	
09/30/25					466,000.00
02/01/26	390,000	4.000%	44,300.00	434,300.00	
08/01/26			36,500.00	36,500.00	
09/30/26					470,800.00
02/01/27	405,000	4.000%	36,500.00	441,500.00	
08/01/27			28,400.00	28,400.00	
09/30/27					469,900.00
02/01/28	420,000	3.000%	28,400.00	448,400.00	
08/01/28			22,100.00	22,100.00	
09/30/28					470,500.00
02/01/29	430,000	3.000%	22,100.00	452,100.00	
08/01/29			15,650.00	15,650.00	
09/30/29					467,750.00
02/01/30	440,000	3.000%	15,650.00	455,650.00	
08/01/30			9,050.00	9,050.00	
09/30/30					464,700.00
02/01/31	450,000	2.000%	9,050.00	459,050.00	
08/01/31			4,550.00	4,550.00	
09/30/31					463,600.00
02/01/32	455,000	2.000%	4,550.00	459,550.00	
08/01/32				-	
09/30/32					459,550.00
	$4,070,000		$ 707,050	$ 4,777,050	$ 4,777,050

CITY OF SCHERTZ

General Obligation Refunding Bonds, Series 2021

Original Issue Amount $6,015,000

Utillity Fund

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
08/01/22			45,337.50	45,337.50	
09/30/22					45,337.50
02/01/23	145,000	4.000%	30,225.00	175,225.00	
08/01/23			27,325.00	27,325.00	
09/30/23					202,550.00
02/01/24	150,000	4.000%	27,325.00	177,325.00	
08/01/24			24,325.00	24,325.00	
09/30/24					201,650.00
02/01/25	160,000	4.000%	24,325.00	184,325.00	
08/01/25			21,125.00	21,125.00	
09/30/25					205,450.00
02/01/26	165,000	4.000%	21,125.00	186,125.00	
08/01/26			17,825.00	17,825.00	
09/30/26					203,950.00
02/01/27	175,000	4.000%	17,825.00	192,825.00	
08/01/27			14,325.00	14,325.00	
09/30/27					207,150.00
02/01/28	180,000	3.000%	14,325.00	194,325.00	
08/01/28			11,625.00	11,625.00	
09/30/28					205,950.00
02/01/29	190,000	3.000%	11,625.00	201,625.00	
08/01/29			8,775.00	8,775.00	
09/30/29					210,400.00
02/01/30	195,000	3.000%	8,775.00	203,775.00	
08/01/30			5,850.00	5,850.00	
09/30/30					209,625.00
02/01/31	205,000	2.000%	5,850.00	210,850.00	
08/01/31			3,800.00	3,800.00	
09/30/31					214,650.00
02/01/32	210,000	2.000%	3,800.00	213,800.00	
08/01/32			1,700.00	1,700.00	
09/30/32					215,500.00
02/01/33	170,000	2.000%	1,700.00	171,700.00	
08/01/33					
09/30/33					171,700.00
	$1,945,000		$ 348,913	$ 2,293,913	$ 2,293,913

The Schertz/Seguin Local Government Corporation

Contract Revenue Bonds

Paid 1/2 Schertz, 1/2 Seguin

Fiscal Year Ending 9/30	Series 2001	Series 2014	2015	2016	BP-S 2016	S-2018	Series 2022	Total	Schertz Debt Payment
2022	520,000	665,175	2,434,650	2,229,242	828,137	1,326,825	486,444	8,490,473	4,245,237
2023	520,000	665,650	2,435,950	2,226,390	828,137	1,328,600	2,103,588	10,108,315	5,054,158
2024	520,000	663,950	2,436,250	2,227,166	828,137	1,323,475	2,981,678	10,980,656	5,490,328
2025	520,000	666,463	2,435,125	2,226,361	828,137	1,326,850	2,978,980	10,981,916	5,490,958
2026	520,000		3,226,375	2,224,201	828,137	1,323,600	3,104,599	11,226,912	5,613,456
2027	520,000		3,214,125	2,225,659	828,137	1,323,725	3,094,106	11,205,752	5,602,876
2028	520,000		3,222,250	2,219,166	828,137	1,326,975	3,100,288	11,216,816	5,608,408
2029	520,000		3,220,250	2,220,811	828,137	1,328,225	3,097,857	11,215,280	5,607,640
2030	520,000		3,213,250	2,217,486	828,137	1,327,475	3,091,333	11,197,681	5,598,841
2031	2,268,330		1,475,500	2,216,266	828,137	1,324,200	1,354,435	9,466,868	4,733,434
2032	2,272,390		1,478,750	2,217,804	828,137	1,323,700	1,358,441	9,479,222	4,739,611
2033	2,271,250		1,480,500	2,217,790	828,137	1,321,800	1,361,140	9,480,617	4,740,309
2034	2,269,780		1,483,800	2,216,040	828,137	1,323,400	1,362,487	9,483,644	4,741,822
2035	2,272,590		1,479,000	2,216,437	1,128,137	1,323,400	1,357,670	9,777,234	4,888,617
2036			3,737,200	2,216,117	1,518,567	1,326,700	3,614,816	12,413,400	6,206,700
2037			3,741,300	2,219,127	1,920,887	1,328,200	3,621,256	12,830,770	6,415,385
2038			3,750,200	2,217,979	1,921,962	1,323,000	3,631,933	12,845,074	6,422,537
2039			3,743,900	2,220,580	1,921,653	1,326,000	3,625,838	12,837,971	6,418,986
2040			3,742,400	2,221,791	1,924,960	1,327,000	3,623,500	12,839,651	6,419,826
2041			3,740,400	2,221,612	1,921,710	1,326,000	3,622,050	12,831,772	6,415,886
2042			425,300	2,225,043	1,927,076		305,375	4,882,794	2,441,397
2043			424,600	2,220,642	1,925,084		305,400	4,875,726	2,437,863
2044			423,300	2,219,531	1,921,152		300,163	4,864,146	2,432,073
2045				$2,216,553	$1,915,280			4,131,833	2,065,917
2046				$2,211,710	$1,912,468			4,124,178	2,062,089
2047					$1,912,522			1,912,522	956,261
2048					$1,910,063			1,910,063	955,032
2049					$1,905,635			1,905,635	952,818
2050					$1,904,238			1,904,238	952,119
2051					$1,900,693			1,900,693	950,347
	$16,034,340	$2,661,238	$56,964,375	$55,511,504	$42,157,868	$26,509,150	$53,483,377	$253,321,852	$126,660,926

Glossary

Account	A designation assigned to an accounting entry where a running total of all entries is kept. It is a grouping of assets, liabilities, reserves, retained earnings, revenues, or expenses.
Accounting Standards	The generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) that guide the recording and reporting of financial information.
Accounts Payable	A short term liability (less than one year) showing the amounts currently owed for goods and services received by the City.
Accounts Receivable	A short term asset (less than one year) showing the amount currently due to the City for goods and services provided.
Accrual Accounting	An accounting method in which revenues and expenses are recorded at the time they occur, rather than when cash is traded hands. Used for financial reports
Ad Valorem Taxes	Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Used to support the General Fund and pay general obligation debt.
Adopted Budget	The budget as approved by the City Council. It sets the legal spending limits and funding sources for the fiscal year.
Assessed Value	A value set upon real estate or other property as a basis for levying property taxes. For the City of Schertz, the Appraisal Districts of Bexar, Comal, and Guadalupe Counties are responsible for assessing property values.
Asset	Resources of the City that cover liability obligations.
Bad Debt Expense	This expense is used to recognize the City's estimated amount of uncollectable revenue.
Balanced Budget	A budget where current revenues meet or exceed current expenses resulting in a positive fund balance at the end of the fiscal year.
Bond	Are a long term debt issued by the City to pay for large capital projects such as buildings, streets, and water/sewer system improvements.
Budget Calendar	The schedule of key dates used as a guide to complete various steps of the budget preparation and adoption processes.

Glossary

Capital Improvements	Expenditures for the construction, purchase, or renovation of City facilities or property.
Capital Outlay	Purchase of property or equipment greater than $5,000 which will be added to the City's fixed assets.
Cash	Currency on hand with the bank.
Cash Basis	An accounting method that recognizes revenues and expenses when cash enters or leaves the bank instead of when services are provided.
Certificates of Obligation	Tax supported bonds similar to general obligation bonds and can be issued after meeting strict publication requirements and council approval.
Charter	A document that establishes the city's governmental structure and provides distribution of powers and duties. In order to be implemented or changed it must be approved with a vote by the people
City Council	The elected governing body of the City, consisting of the Mayor and five (5) council members acting as the legislative and policy-making bod of the City.
CRM	Client Resource Management - a type of software for tracking dates, events, and clients.
Debt Service	Payments on debt made up of principle and interest following a set schedule.
Delinquent Taxes	Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.
Department	A functional group of the City with related activities aimed at accomplishing a major City service or program.
Depreciation	In accounting, this is a noncash expense that reduces the value of a capital asset over its expected useful life.
Effective Tax Rate	The rate that would produce the same amount of property taxes from the properties on the previous year's tax rolls.
Enterprise Fund	See Proprietary Fund.
Expenditure	Any payment made by the City.

Glossary

Expense	Any reduction in Fund Balance.
Fiscal Year	The time period designated by the City signifying the beginning and ending period for recording the financial transactions of the City. The City of Schertz' fiscal year begins each October 1st and ends the following September 30th.
Fixed Assets	Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.
FTE	Full Time Equivalent (FTE) is a measure of employment of a position based on the total hours worked in a week versus the expected 40 hours of a full time employee.
Fund	A fiscal and accounting entity established to record receipt and disbursement of income from sources set aside to support specific activities or to attain certain objectives. Each fund is treated as a distinct fiscal entity where assets equal liabilities plus fund balances.
Fund Balance	The difference between fund assets and fund liabilities of governmental and trust funds.
Fund Equity	The difference between assets and liabilities of any fund.
General Fund	The major fund in most governmental entities. It contains many activities associated with municipal government, such as police and fire rescue, libraries, parks and recreation.
General Obligation Bonds	A municipal bond backed by property taxes
Goals	Department/Division objectives intended to be accomplished or begun within the coming fiscal year.
Governmental Fund	Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds.
Home Rule City	Cities which have over 5,000 in population and have adopted home rule charters.
I&S	Interest and Sinking - The portion of the property tax that goes to pay debt issued by the City
Interest & Sinking Fund	See Debt Service Fund.

Glossary

Interfund Transfers	Transfer made from one City fund to another City Fund for the purpose of reimbursement of expenditures, general and administrative services, payments-in-lieu of taxes, or debt service.
Intergovernmental Revenues	Revenues from other governments in the form of grants, entitlements, shared revenues, or payments-in-lieu of taxes. Service contracts?
Liability	Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.
LUE's	Living Unit Equivalent, the amount of water in gallons per year that an average household would produce
M&O	Acronym for "maintenance and operations". (1) The recurring costs associated with a department or activity; (2) the portion of the tax rate that is applied to the General Fund.
Mission	The basic purpose of a department/division - the reason for its existence.
Mixed Beverage Tax	A tax imposed on the gross receipts of a licensee for the sale, preparation, or serving of mixed beverages.
Modified Accrual basis	Method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received with the exception of principal and interest on long term debt.
Operating Budget	Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.
Operating Expenses	Proprietary Fund expenses related directly to the Fund's primary activity.
Ordinance	A formal legislative enactment by City Council.
Payment-in-lieu of Taxes	A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. For example, the City's Water & Sewer Fund provides this payment to the City's General Fund because of the Water & Sewer Fund's exemption from property taxation.

Glossary

Proprietary Fund	Also referred to as Enterprise Fund. A governmental accounting fund in which services are provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges.
Resolution	A special or temporary order of the City Council. Requires less formality than an ordinance.
Retained Earnings	An equity account reflecting the accumulated earnings of a proprietary fund.
Revenue Bonds	Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.
Special Revenue Fund	Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.
Tax Base	The total net taxable value after exemptions of all real and personal property in the City.
Tax Levy	The result of multiplying the ad valorem property tax rate per one hundred dollars times the tax base.
Tax Rate	The rate applied to all taxable property to general revenue. The City's tax rate is comprised of two components; the debt service rate, and the maintenance and operations (M&O) rate.
Tax Roll	The official list showing the amount of taxes levied against each taxpayer or property. See also Tax Base.
Taxes	Compulsory charges levied by a government to finance services performed for a common benefit.
TMRS	The Texas Municipal Retirement System provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information.
Transmittal Letter	A general discussion and overview of the proposed budget as presented in writing by the City Manager to the City Council
Unencumbered Balance	The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

Glossary

User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.
Utility Fund	See Proprietary Fund.
Vision	The desired optiumum state or ultimate goal of the City or Department.