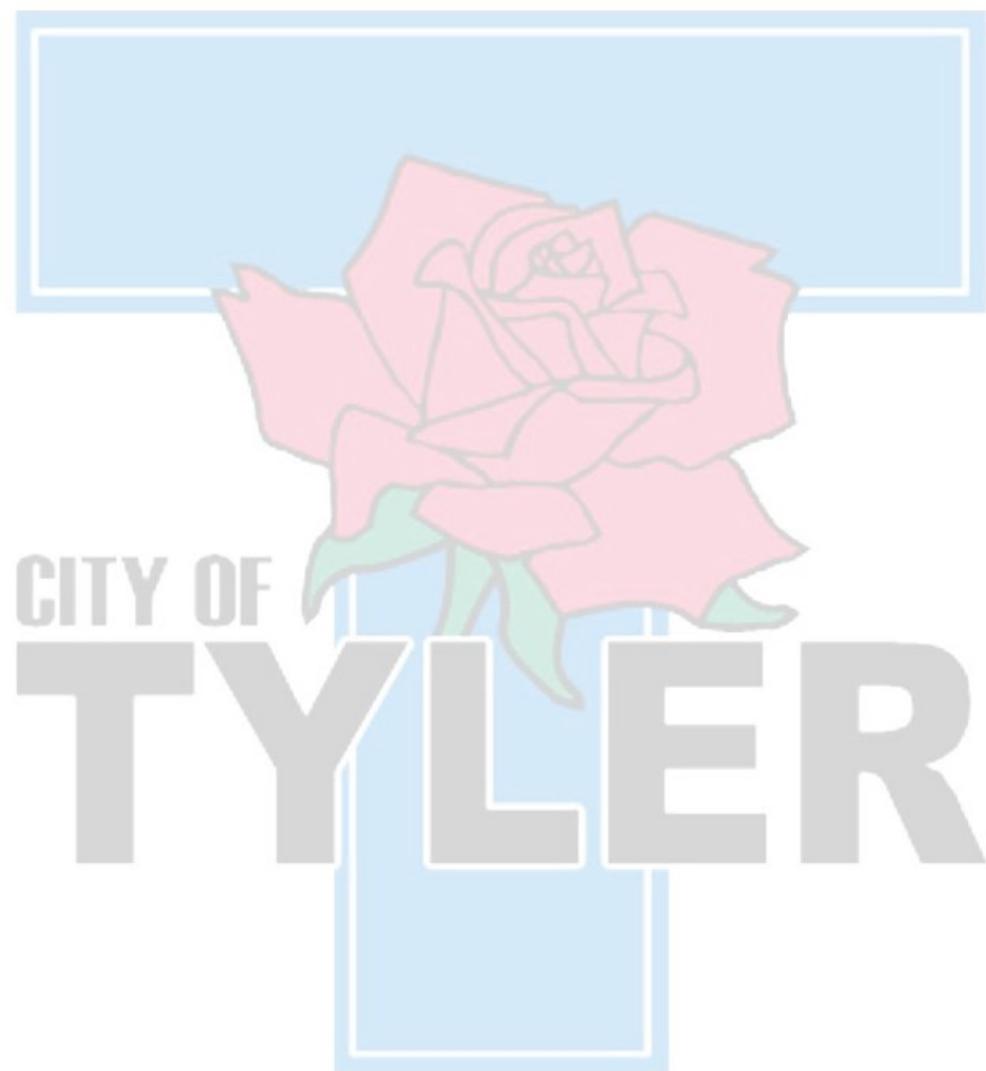


Fiscal Year
2019-2020
Annual Budget



A Natural Beauty

City of Tyler

Fiscal Year 2019-2020

Budget Cover Page

September 25, 2019

This budget will raise more revenue from property taxes than last year's budget by an amount of \$2,038,939, which is a 9.9 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$423,379.

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

For:	Martin Heines, Mayor Linda Sellers, District 1 Broderick McGee, District 2 Shirley McKellar, District 3	Don Warren, District 4 Bob Westbrook, District 5 Criss Sudduth, District 6
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Against: None

Present and not voting: None

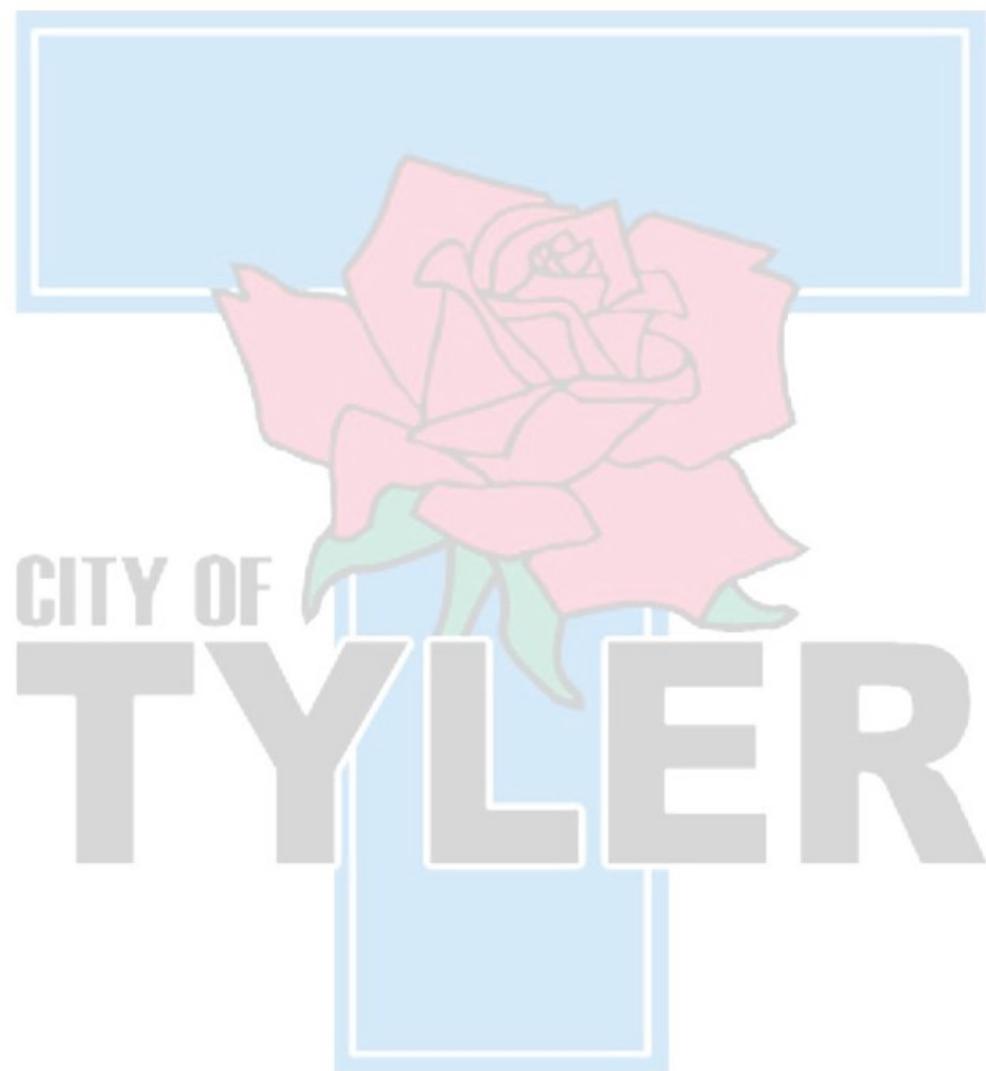
Absent: None

Property Tax Rate Comparison

	2019-2020	2018-2019
Property Tax Rate:	\$0.259900/100	\$0.244452/100
No-New-Revenue Tax Rate	\$0.240733/100	\$0.226344/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.240733/100	\$0.226344/100
Voter-Approval Tax Rate:	\$0.259991/100	\$0.244452/100
Debt Rate:	\$0.000000/100	\$0.000000/100

The total amount of outstanding municipal debt obligations secured by property taxes is \$0.

Debt service requirements for FY 2020, including principal and interest, are \$0 for obligations paid by property taxes and \$78,495,000 for obligations paid by utility charges, and \$785,000 for obligations paid by customer facility charges. Additions detail for the City's debt obligations, including future year's payment requirements, is included later in the budget document.



A Natural Beauty



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Tyler
Texas**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morill

Executive Director



Mayor Martin Heines



Linda Sellers

Councilmember—District 1



Broderick McGee

Councilmember—District 2



Shirley McKellar

Councilmember—District 3

1850
CITY OF TYLER
TEXAS
CITY HALL

OUR MISSION

Our mission is to **SERVE** our community to make a positive difference

OUR VISION

The City of Tyler's vision is to be the standard for performance excellence in local government.



Don Warren

Councilmember—District 4



Bob Westbrook

Councilmember—District 5



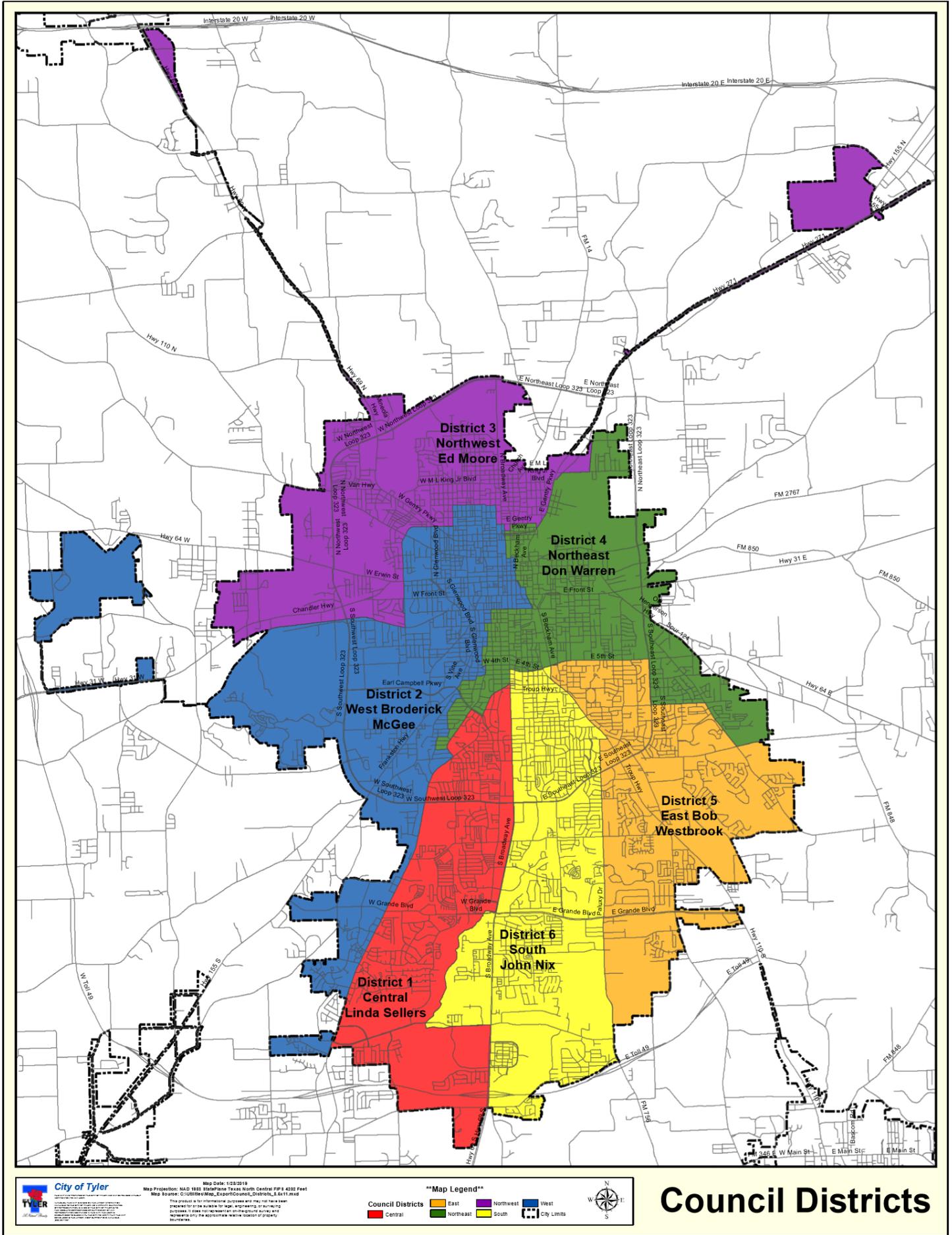
Criss Sudduth

Councilmember—District 6



ROSE CAPITAL
OF
AMERICA





Dear Tyler Citizens,

As we look forward, our focus continues to be our City's infrastructure, public safety and quality of life. Tyler's legacy is one of innovation, change and growth. As Tyler grows, we do more than build for today. **We build for tomorrow.**

Infrastructure isn't an exciting topic, but it impacts every aspect of our daily lives. Our jobs, quality of life, economic competitiveness and public safety are all dependent upon it.

During my time as Mayor, we have invested heavily in our infrastructure. By doing so, we have invested in our future. In the last 5 years, we have invested \$90 million dollars in water, wastewater, streets, drainage, parks and public safety projects. Almost \$73 million has been paid for **in cash.**



In the short term, construction on public projects causes road closures, traffic delays and other disruptions to daily life. As we continue our investment in our infrastructure: our water, wastewater, streets and drainage, we must recognize these disruptions as evidence of our tremendous pace and progress for the good of our entire community.

It is through these interventions that we realize our community goals: smooth roadways, safe and accessible parks, a modernized traffic system and a robust 21st century economy for our children and all those that come after.

Mayors and City Council Members work from the bottom-up to make things happen. It is our job to bring people together to create consensus and opportunity for all. I am excited for our future. **The Tyler community will always be built on collaboration.** The private sector, civic organizations, nonprofits, local governments and individual residents come together each day to be heard, to be challenged and to create a place that we all want to call home.


Martin Heines
Mayor, City of Tyler, Texas

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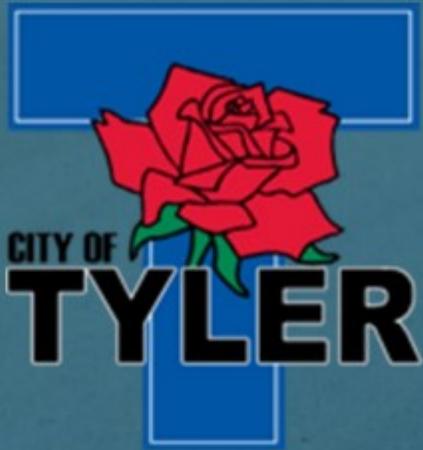
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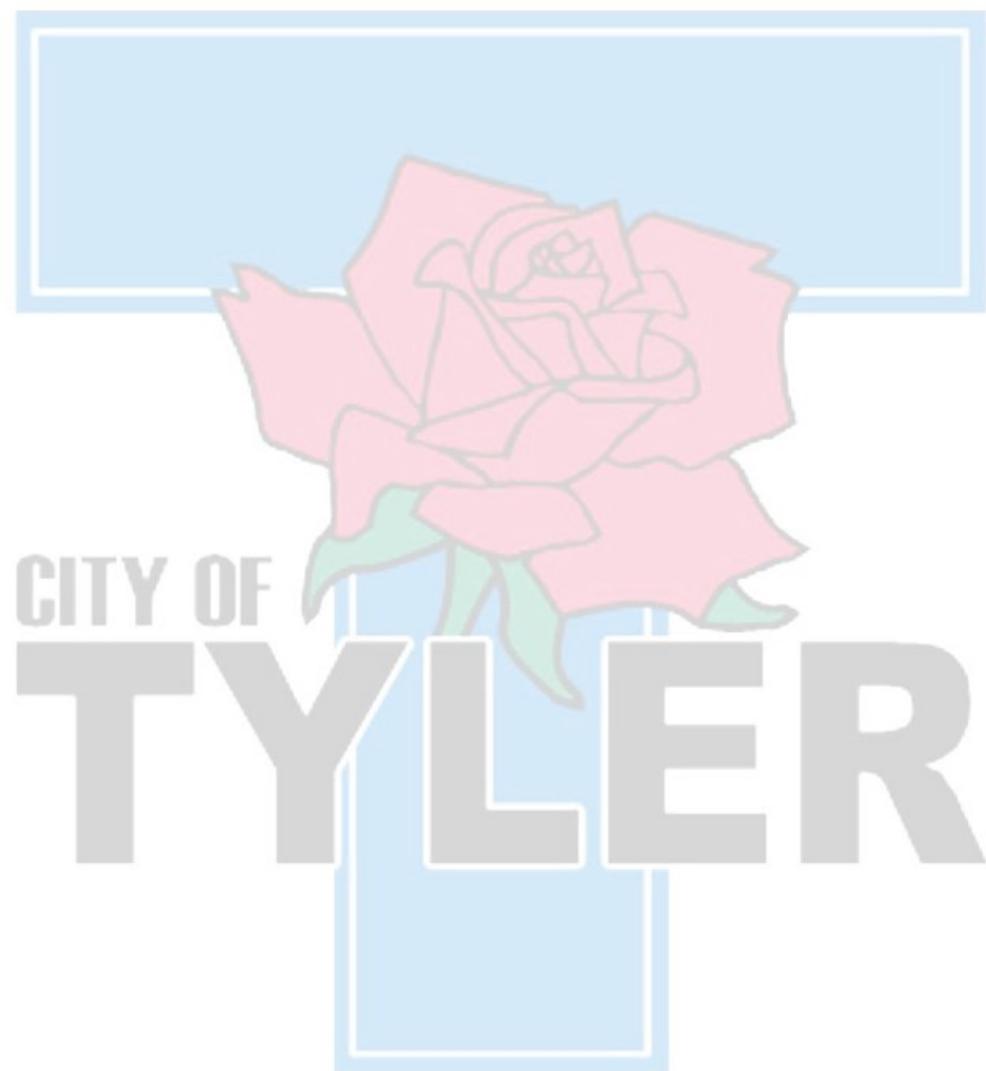
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A Natural Beauty

Tyler Profile



A Natural Beauty

City Profile

The City of Tyler, Texas, the county seat of Smith County, is considered the advanced manufacturing, health care, educational and retail center of East Texas. Tyler is located on U.S. Highway 69 just south of Interstate 20 equal distance (approximately 90 miles) between the cities of Dallas, Texas and Shreveport, Louisiana. The City, encompassing approximately 53 square miles, had a 2000 census population of 83,650, which is a 9.2% increase from the 1990 census population of 76,440. Currently, the City's population is estimated to be 105,729. The City is commonly referred to as the City of Roses.

The City, incorporated in 1850, is a home rule city operating under the Council-Manager form of government. The City Charter was adopted on February 9, 1937. The home rule corporation status is granted under the Constitution and Laws of the State of Texas. The City Council is comprised of the Mayor and six Council members who function as the policy-making body of the City's government, determining the overall goals, objectives and direction for City services, and adopting the annual operating budgets for all City departments. The City Manager is appointed by the City Council and is responsible for the daily management and implementation of policy of the City including appointing the various key leaders and department heads. The Mayor and Council members serve two-year terms, with general Council elections occurring each year based on district. The mayor is elected at large; the remaining Council members are elected by district.

The City is a full service municipality. Major services provided under general government and enterprise functions are: police and fire protection, water and sewer services, sanitation services, parks and recreational facilities, library services, street improvements, capital projects administration, municipal court, code enforcement, development and planning services and general administrative services. The City also offers an airport and a convention center. Internal services of the City, accounted for on a cost reimbursement basis, are the fleet services operations; technology services; property and facility management services; productivity pool; risk management services and the active and retired employee health and dental coverage. The Basic Financial Statements of the City include all government activities, organizations and functions for which the City is financially accountable including blended component units as defined by the Governmental Accounting Standards Board (GASB).

The City Charter provides that the City Council shall adopt by ordinance an annual budget prepared by the City Manager. This budget is presented to the City Council and opportunities are provided for public comment during a series of public hearings before adoption. Budgetary control has been established at the individual fund level. The City Manager is authorized to transfer budgeted amounts between line items and departments within any fund; however, any revisions that alter the total revenues or expenditures of any fund must be approved by the City Council. Although the budget is adopted at a fund level, continued line item review and forecasting is done on a monthly and quarterly basis throughout the fiscal year to ensure compliance with the budget and completion of projects.

Local Economy

The information presented in the budget document is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City operates. The chief industries in and around Tyler include: health care and research; education; grocery distribution; retail and retail distribution; air conditioning unit manufacturing; cable, internet and phone services; government services; engineering services; banking services; oil and gas refining; ready mix concrete production; tourism; and growing and shipping rose bushes. This diversification is evident in the fact that no single taxpayer represents more than 2.79% of assessed valuation in the City.

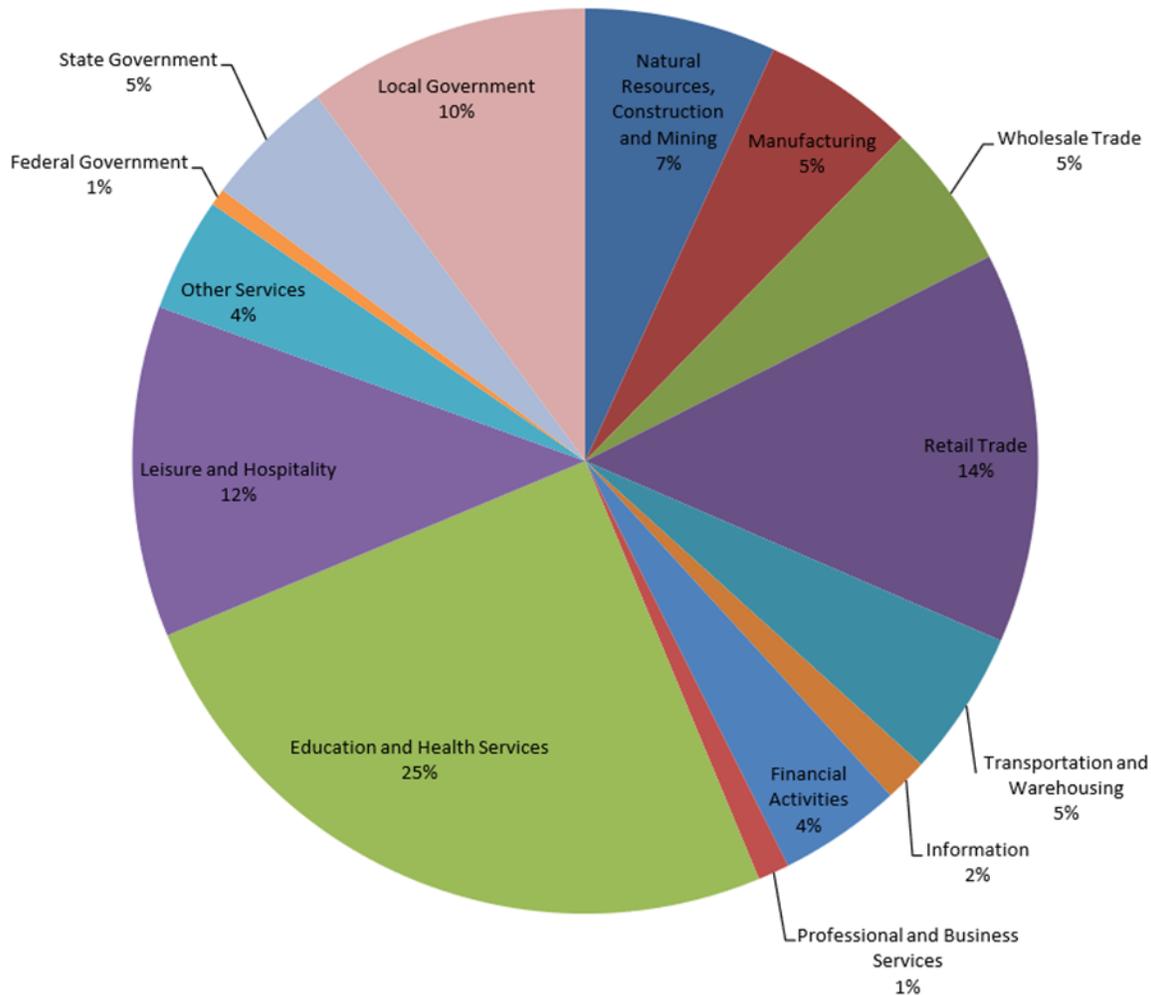
Four institutions of higher education are located in Tyler. They are The University of Texas at Tyler, The University of Texas Health Science Center, Texas College, and Tyler Junior College. Primary and secondary education is provided by several public school districts, three charter schools as well as ten private / parochial schools in the Tyler area. Tyler is also the medical center of East Texas with three hospitals and numerous other supporting clinics, practices and specialty hospitals with a total of 1,124 beds. Additionally, Tyler has many tourist attractions. The Texas Rose Festival includes the crowning of the Rose Queen attracting a large number of visitors each year. The Azalea Trails in the spring attracts additional tourism. Each September Tyler hosts the East Texas State Fair for one week providing midway, craft and 4H activities. Tyler State Park is located just north of Tyler and provides nature trails and camping in a scenic setting. Lake Tyler and Lake Tyler East, located twelve

miles southeast of the City, are popular recreational and fishing sites. The City actively works with the Tyler Economic Development Corporation and local industries to encourage expansions and relocations to our community. Two TIF/TIRZ zones were created in 2008, one in the downtown area and another in north Tyler in coordination with revitalization efforts. The downtown zone was

dissolved in FY 15-16, with the intent to re-establish a new base zone, due to properties becoming exempt within the area. The downtown zone was re-established in FY2018-2019. Land is available for development; the area has an abundant water supply and typically mild weather.

Workforce Breakdown

Smith County/Tyler MSA



The Tyler area cost of living index has consistently been 90-96% of the national average for the past five years. Economic incentives as well as historic preservation incentives are available to facilitate business expansions or relocations.

Because of its location in a region with a varied economic base, unemployment is relatively stable, and in the last five years while trending with the State of Texas has remained consistently below the national average. During the past ten years, the unemployment rate has

ranged from a current low of 3.2 percent (2019) to a previous decade high of 7.8 percent (2012) This figure indicates a decrease of .10 % over the prior year while remaining in line with the State and National trends. The total workforce for the Tyler region has increased from 47,169 in 2007 to 51,061 in 2019.

Population growth in the last five years was more than doubled that of the last decade and continues to grow. The population grew 10 percent from 1990 to the year 2000. From the year 2000 to 2010, the population

grew 16 percent. From 2010 to 2019, the growth has been approximately 7 percent. Market and economic analysts estimate that as many as 270,000 people come to Tyler each day to work, attend school, seek medical services, or shop. The Loop 49 Toll Project is complete from State Highway 110 to Highway 69 north of the City of Lindale. Loop 49 Toll will create a horseshoe loop around Tyler connecting the City's southern regions to I-20. The loop allows for increased traffic from I-20 into the City of Tyler for shopping and economic development purposes. Currently the Northeast Texas Regional Mobility Authority (NETRMA) is in the planning phase of extending Loop 49 to connect Highway 271, northeast of Tyler, to

the existing loop. Along with the Loop 49 project, the Northeast Texas Regional Mobility Authority was authorized in 2004 to construct, operate and maintain turn-pike projects in the state which includes the Tyler area. Including various other means of interstate access, the Tyler Pounds Regional Airport allows for secure and efficient air travel in and out of the region. Total flight enplanements have declined slightly due to the general economic climate nationwide from 73,989 in 2009 to a current level of 60,038 in 2019. Tyler is the first Certified Retirement City in Texas. Tyler meets high standards for retiree living such as low cost of living, low crime rate, quality health care, abundant recreation and educational

Largest Area Employers

COMPANY NAME	PRODUCT/SERVICE	EMPLOYEES
UT Health East Texas	Medical Care	4,439
CHRISTUS Trinity Mother Frances	Medical Care	4,095
Tyler Independent School District	Education	2,639
Brookshire Grocery Company	Grocery Distribution	1,620
The Trane Company	Commercial Air Conditioners	1,331
The University of Texas at Tyler	Education	1,440
Wal-Mart	Retail	1,241
Altice USA	Cable, Internet, Phone	1,150
UT Health Science Center	Education	1,108
Sanderson Farms	USDA Meat Processing	1,000
Tyler Junior College	Education	967
City of Tyler	Government	853
Smith County	Government	843
John Soules Food*	USDA Meat Processing	742
Target Distribution Center	Retail Distribution	690

Source: Tyler Economic Development Council

* Headquarters located in Tyler.

opportunities. The office space occupancy rate for the City of Tyler was 82.58 percent in 2019, an increase from 78.6 percent in 2018. The average lease rates for office space in 2019 was \$16.89 per square foot, an increase from the 2018 rate of \$15.86 per square foot. The office lease space is comprised of three classes for total square footage of 2,262,969. The potential for sustained development is present, and many governmental and business leaders are working to ensure the City is poised for economic growth.

The economic outlook for Tyler is encouraging with an increase in sales tax collections by 6.32%. According to

economist Dr. Ray Perryman, Tyler should see job growth over the next five years. Growth in Tyler is expected to occur at a pace faster than the nationwide rate. Assessed values have increased by 4.97% in 2019. The potential for sustained development is present, and many governmental and business leaders are working to ensure the City is poised for economic growth.

Long-term Financial Planning

Within the policy guidelines set by the Council for budgetary and planning purposes, the City of Tyler maintains an unassigned fund balance greater than 15 percent of

total General Fund expenditures less transfers. In addition to the Capital Projects Fund, the City takes advantage of half cent sales tax (4B) dollars to pay for capital projects related to street improvements, drainage projects, park improvements and other projects as approved by the corporation board and the City Council. By paying cash for infrastructure projects, the City has attained its goal of eliminating general obligation debt as of February 2008.

The City has continued to maintain the lowest property tax rate for mid to large-sized cities in Texas in an effort to balance citizen desire for lower property tax rates and the City's need to match operating costs associated with future planning initiatives. Sales tax has played a large role in allowing the City to obtain this objective with a ten year average increase of 2.66 percent. However, such a large dependence has caused budgeting constraints and

all other sources of revenues will need to be reviewed in order to stabilize the cities revenue stream in the future. By maintaining an adequate reserve and monitoring future economic conditions, the City plans to continue to provide for future citizen needs in a streamlined and cost effective manner.

Relevant Financial Policies

Multiyear forecasting has been utilized for seven years as a part of the revenue and expenditure budgeting process in order to realize all potential budgetary gains during restricted budgetary cycles. An OPEB trust was created in fiscal year 2009 to separate and invest the dollars related to retiree benefits in order to realize a greater rate of return while maintaining fiduciary responsibility and security of principal.

Major Initiatives

Tyler 1st

Tyler's rapid growth and potential for change make this the critical moment for a new comprehensive plan to guide and shape future development. The comprehensive plan, entitled Tyler 1st, was adopted in late 2007, updated in 2014, and sets out a strategic framework for making decisions about the long-term physical development of Tyler. It defines a vision for the future linked to overall goals and policies, and it contains strategies and action items for achieving those goals. During the planning process, residents and others with a stake in Tyler's future had the opportunity to articulate and review community values and goals through public discussion, create a vision for the kind of place they want Tyler to be for their children and grandchildren, and identify the key areas where the city must act -- both to preserve enduring character and to shape change so that their vision for Tyler's future can be achieved. Currently, the Tyler 1st comprehensive plan is under review and will be put out for public comment in 2019. The revised Tyler 1st plan will be put into action in 2020.

Tyler 1st provides policy and strategic guidance on the physical development and redevelopment of the City; guides the City to actively seek positive change and deflect negative change, rather than simply react to change; provides predictability for developers, businesses and residents; helps the City save money because it plans for orderly investment in services, facilities and infrastructure; and helps Tyler preserve the sense of place and identity that make it unique.

Upgraded Bond Rating

The City of Tyler received an upgrade to AAA for general obligation indebtedness by Standard and Poor during 2009. This rating increase was due in part to the current pay as you go environment and elimination of general obligation bond debt. Additional planning initiatives that the City began during 2009 include a Lean Sigma program for standardizing and reducing costs as well as continued multiyear planning which includes replacement funding for fleet acquisitions, HVAC replacement and roof replacements. This rating was reaffirmed in 2014.

Industry Growth Initiative

In May 2010 an unprecedented joint meeting was held between the Tyler City Council and several community boards, the Tyler Industry Growth Initiative (IGI) was formally adopted as a shared vision for Tyler's strategic economic growth in the next 20 years.

Boards represented include the Tyler City Council, Smith County Commissioner's Court, Tyler Independent School District Board of Trustees, Tyler Junior College Board of Trustees, the Tyler Metro Chamber of Commerce and the Tyler Area Chamber of Commerce. Also represented at the meeting were members of the Leadership Roundtable, including the University of Texas at Tyler, UT Health Science Center, Texas College, East Texas Medical Center Regional Healthcare System, the Tyler Economic Development Council, Trinity Mother Frances Hospitals and Clinics, and others.

In early 2009, Mayor Barbara Bass and Senator Kevin Eltife brought together a group of community leaders to discuss shared issues facing the city and region. The first item addressed by the Leadership Roundtable was the need to market Tyler and to determine the industries that made the most sense for Tyler to pursue given our unique characteristics.

Consequently, the Leadership Roundtable began the development of the Industry Growth Initiative in mid-2009. The report recommends 10 primary building blocks that Tyler should develop to foster an Innovation Economy and take the Tyler region into the next 20 years of economic prosperity and growth. The 84 page report, which was commissioned and funded by members of the Leadership Roundtable, contains strategic tactics focused on achieving an Innovation Economy which brings higher paying jobs, economic growth, job creation and a higher standard of living.

The plan calls for the launch of a public private partnership that evolves from the Leadership Roundtable that will oversee the implementation of the strategies. Building blocks toward the Innovation Economy include strategies focused on *Higher Education, Healthcare and Bio-Med, Tourism, Arts and Entertainment, 21st Century Energy, Retiree, Infrastructure, Graduate Education and 21st Century Transportation.*

The draft plan was completed in December 2009 and vetted with community stakeholders. The plan was amended based upon that feedback adopted in May 2010 by boards representing the entire community. The City plans to update this plan in the 2021 fiscal year.

Veteran and Military Growth Initiative

Tyler has a long history of strong support for our nation's veterans. In 2011, to continue to grow this tradition and to serve as a model to other communities, the City appointed a Mayor's Veterans' Roundtable. The intent of the Roundtable was to develop and implement a Community Blueprint for supporting and enhancing veterans' services in our community as well as positively impacting the local economy. The Roundtable focuses on employment, education, housing, medical care and mental health.

The Blueprint created by the Veterans' Roundtable works to address gaps in a way that is specific to the Tyler community. The goal is to provide a forum to learn and share best practices and to bring key stakeholders together to collaborate in assisting those who have served our country. Today, the Veterans' Roundtable is coordinated and led by the East Texas Veterans Alliance

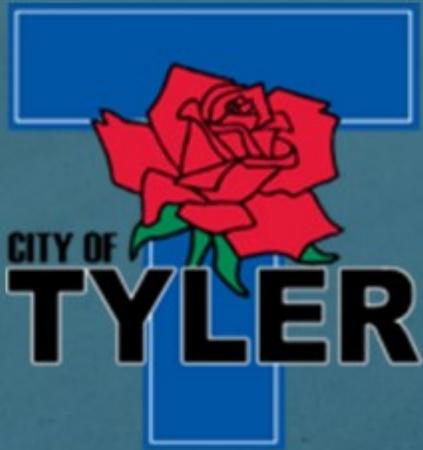
One of the outcomes of the Veterans' Roundtable is the Veteran and Military Growth Initiative (VMGI). The VMGI outlines more than 40 strategies and tactics for veteran-focused community growth, making a strong case for how implementation will bring fresh dollars into Tyler/Smith County and cement Tyler's reputation as the "capital of East Texas," but, most importantly, to demonstrate our never-ending support of our veterans and our respect for the sacrifices they have made to serve this country.

We are proclaiming Tyler a Purple Heart City and honoring those who have been so brave in defending our freedoms.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report for the fiscal year ended September 30, 2018. This is the thirty-second consecutive year that the government has received this prestigious award. In order to be awarded a Certificate of Achievement, a governmental unit must publish an easily readable and efficiently organized comprehensive annual financial report whose contents conform to program standards. Such reports must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only.

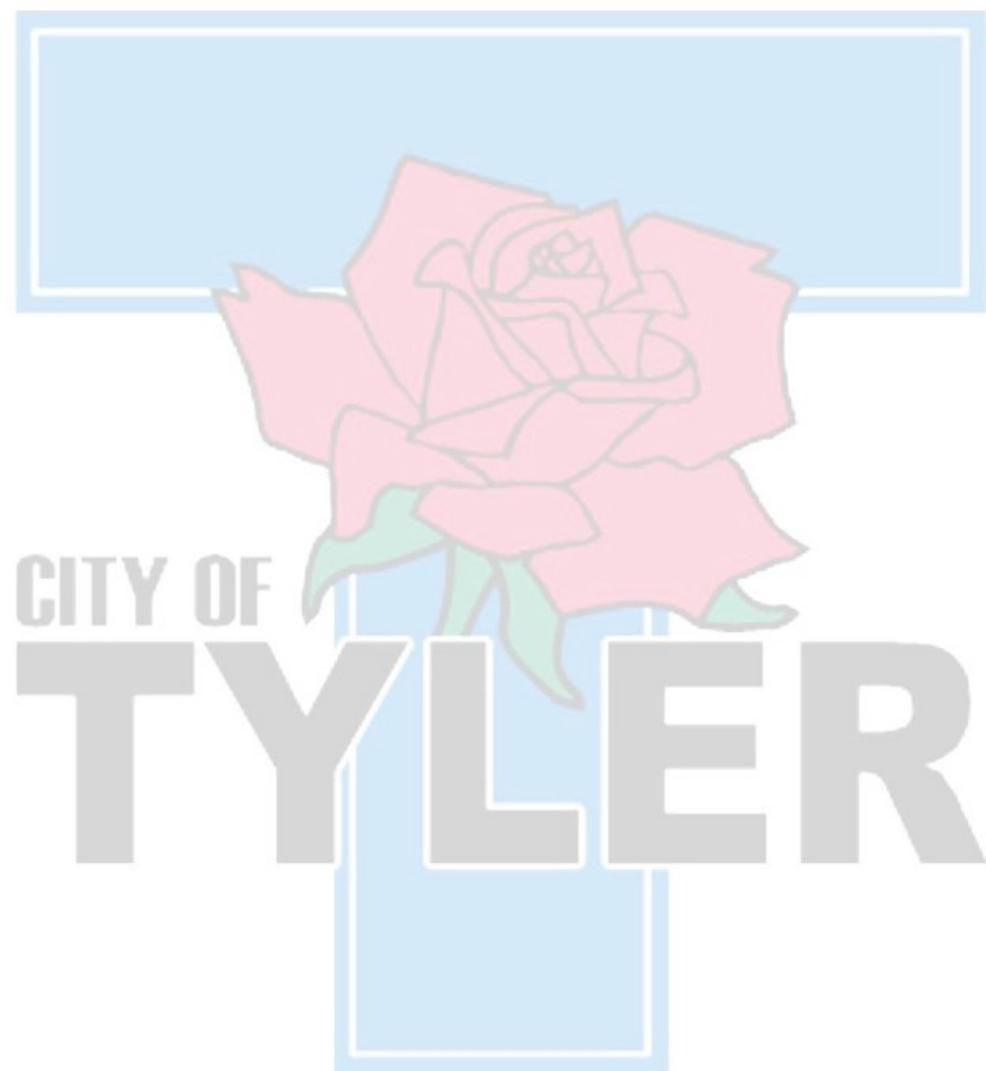
In addition, the City has received the Government Treasurer's Organization of Texas (GTOT) Investment Policy Certificate of Distinction for the annually adopted investment policy of the City for six consecutive periods. The award is valid for a two year period. In order to qualify for the award, the City must demonstrate compliance with the State investment act and fiscal responsibility of their investments.



CITY OF
TYLER

A Natural Beauty

Manager's Message



A Natural Beauty

Honorable Mayor, City Council Members and Citizens of Tyler,

Honorable Mayor, City Council Members and Citizens of Tyler,

This year, we made significant investments in key projects and core services. We opened two new fire stations, renovated several City parks and took critical steps towards modernizing Tyler's traffic system.

In addition to infrastructure, we also built upon key relationships and partnerships with area schools and community organization to drive our 21st century innovation economy and improve access to information, tools and resources.

Importantly, sales tax continued to increase, allowing us to push many necessary infrastructure projects forward and fill critical positions. Rather than make us complacent, this motivates us to continue to innovate, finding new and better ways to deliver services to you, our residents.

We have also continued to build our capacity to provide essential services and protect our investments. Particularly, we invested even more in our city streets.

We also took steps to protect another important investment- our employees-the public servants tasked with carrying out the work you see in these pages. We are committed to making the City of Tyler an organization that attracts and retains quality personnel in order to provide quality services to our residents.

As City Manager, I remain excited about Tyler's future. I believe in our "Called to SERVE" motto. As always, the City of Tyler team is called to serve our community through **Streamlining** processes, **Empowering** employees and customers, **Responding** to the needs of external and internal customers, **Venturing** to find the best solutions to problems and **Evaluating** our overall performance. We aren't building just building for today, we are building for tomorrow!



Edward Broussard

CITY OF TYLER

VISION

To be the standard for performance excellence in local government.

MISSION

To **SERVE** our community to make a positive difference.



OUR FOUNDATION

The Tyler Blueprint was adopted in 1997 and represents the City's core values and goals for operational best practices.

OUR CORE VALUES AND OUR GOAL

S

STREAMLINE

To improve the efficiency of; modernize; to contour economically or efficiently.

E

EMPOWER

To equip with an ability; enable; to give or delegate power or authority to; commission or make accountable.

R

RESPOND

To react positively or favorably; to render satisfaction; to be answerable with a sense of urgency.

V

VENTURE

To have the courage or presumption to do; a business enterprise.

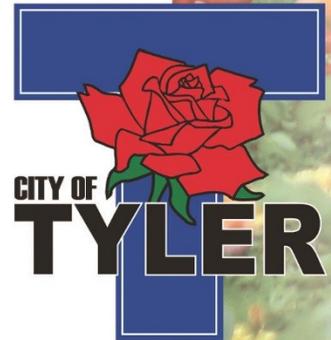
E

EVALUATE

To rate; examine or judge carefully; ascertain or fix the value or worth of, appraise.

CORE COMPETENCIES

- Deliver the Called to **SERVE** Experience
 - Customer Focus
 - Strategic Focus
 - Innovation/Process Improvement
- Sound Financial Management



We are the *Called* to **SERVE** Difference

Executive Summary

Major Fiscal Expenditures

The fiscal year 2019-2020 operating budget provides funding for the following major items:

Project	Funding Source	Amount
Street Seal Coat Program	Street Improvement Fund	1,546,952
Parks Improvements Projects	Various Funds	467,582
Upgrade Parking Meters Downtown	General Capital Fund	116,000
SCBA Lease Payment	General Capital Fund	62,254
Sidewalk Updates	General Capital Fund	50,000
RFID Gates for Library	General Capital Fund	16,823

Staffing, Compensation and Benefits

In fiscal year 2019-2020 budget, the Cemetery position remained the only frozen position in the City of Tyler. The City added two new police officers and two new firefighters. All four of those positions are eligible to be filled beginning April 2020.

Compensation

The City of Tyler continues to maintain a low employment turnover rate. We attribute the success of recruiting and retaining our highly skilled workforce to a progressive work environment with an emphasis on training, including programs such as City University and Leadership Academy, and our outstanding compensation and benefits package. The City continues to focus on preserving our greatest resource, our employees, by providing them with the tools they need to perform the job our citizens expect. Funding is included in the FY 2019-2020 Annual Operating Budget for:

- An increase in base pay of 2.5 percent for all civil service employees;
- A choice for non-civil service employees of either of a merit increase of up to 2.5 percent added to the employees base, or a combination of a merit increase of up to 2 percent added to the employees base pay and

a lump sum payment of 1% check at the end of each quarter based on merit;

- A market rate study for 43 positions that are potentially not at market rates;
- Sick Leave Buy Back Program.

Benefits

The City of Tyler has successfully funded the employees' health insurance for many years with small or no programmed increases in health insurance premiums. In the 2020 Plan year there will be no premium increase or change to the deductible level, and there will be a reduction in the maximum out of pocket expenses. For an individual, the out of pocket maximum will reduce from \$7,350 to \$6,350, and for a family the maximum out of pocket cost will reduce from \$14,700 to \$12,700.

It is the City of Tyler's desire to provide the best benefits to the employees, while balancing the cost and minimizing the financial impact on the City, citizens and employees. This balancing act has become difficult to maintain due to rising costs, increased utilization and accumulating retiree health insurance financial liabilities associated with the City's employees' and retirees' health coverage. In an effort to mitigate the rising costs, the City has appointed an employee Health Insurance Task Force to identify areas for improvement and savings.

Strategic Tax Management

The FY2018-2019 total property tax rate as adopted was \$.244452 cents per \$100 of assessed property tax value. The property tax rate adopted for FY2019-2020 will be increased to \$.259900 cents per \$100 of valuation. The property tax rate proposed for FY2019-2020 maintenance and operations (M&O) is a rate of \$.259900 per \$100 of assessed property tax value.

Property Tax Value Comparison

	FY2018-2019	FY2019-2020
Total Taxable Value	8,675,367,458	9,064,015,823
Total Tax Rate	0.244452	0.259900
Total Tax Levy	20,639,743	22,690,051
Estimated Collection	99.5%	99.5%
Total Budget	20,506,398	22,576,601

Debt Services Fund

The FY2019-2020 General Fund Operating Budget is supported by a total tax rate of \$.259900 cents, of which \$.0000 cents is applied to fund General Obligation debt. The City of Tyler is pleased to report that, it has no General Obligation Debt and the Debt Services Rate is \$.0000 cents per \$100 value.

Funding for other agencies

The fiscal year 2019-2020 General Fund operating budget includes funding for the outside agencies listed:

	FY2018-2019	FY2018-2019
Innovation Pipeline	140,659	140,000
East Texas Council of Governments	14,535	14,535
Center for Healthy Living	66,500	66,500
Northeast Texas Public Health District	200,000	200,000
Total Expenditures	421,694	421,035

General Projects Fund

The City's General Projects Fund serves as a supplemental resource to pay for one-time capital related expenditures on a pay-as-you-go basis. This fund was established from the General Fund annual operating surplus over and above the 15 percent reserve and it enables the purchase of a number of infrastructure improvements and one-time capital expenditures that could not be funded otherwise.

Street Improvement Fund

The City's Street Improvement Fund was created for fiscal year 2017-2018 to ensure that the seal coat program can continue. Tyler City Council pledged to use one cent tax increase to help provide dollars for this fund. This pledge was done in a form of a City ordinance. During fiscal year 2019-2020 the City Council approved a one-cent increase to the pledge amount making the total amount pledged two-cents. The pledged amounts will generate \$1,546,952 in fiscal year 2019-2020. It is the plan to grow this fund in the future through additional tax increases.

Tourism and Convention Facilities Fund

The FY 2019-2020 Tourism and Convention Facilities Fund Operating Budget includes projected revenues of \$31,599. The fund projects an ending fund balance of \$662,297 and inter-fund transfers in of \$1,833,500, expenditures of \$2,601,408 inter-fund transfers out of \$452,570.

Hotel/Motel Occupancy Tax Fund

The FY 2019-2020 Hotel/Motel Occupancy Tax Fund Operating Budget projects revenues of \$3,973,519 including transfers, expenditures and transfers of 4,141,839 and an ending fund balance of 6,374,120. Projected FY 2019-2020 Hotel-Motel tax revenue will support the promotion of conventions, Main Street, visitors and tourism activity in Tyler through funding operating costs of the Rose Garden Center, Liberty Hall, and Harvey Hall, as well as, providing appropriations for the following agencies:

Agency	2018-2019	2018-2019
Texas Rose Festival	9,000	9,000
Discovery Place	32,400	32,400
Symphony	35,000	50,000
Museum of Art	35,000	35,000
Historical Museum	13,500	13,500
Visitors and Convention Bureau	700,000	666,500
Tyler Civic Theatre	4,050	4,050
McClendon House	4,500	4,500
Historic Aviation Museum	13,500	13,500
Sport Tyler Award	25,000	25,000
Total Expenditure	871,950	853,450

An additional two percent (2%) Hotel-Motel tax was approved by the State Legislature and passed by Ordinance on July 13, 2011 to be used for the construction/ expansion of visitor facilities. Hotels began collecting these funds as of September 1, 2011 due on October 20, 2011.

Water Utilities Fund

The FY 2019-2020 Water Utilities Operating Budget projects revenues of \$41,332,422, expenditures of \$42,130,822 including capital transfers and an ending working capital \$9,211,830. Major expenditures in FY2019-2020 include capital projects such as the Golden Road Water Treatment Plant filter refurbishment, Lake Tyler retaining wall repair, and two inch water line replacement. It also includes wastewater projects such as wastewater treatment plant equipment rehabilitations, lift stations and emergency sewer repairs.

Solid Waste Fund

The FY 2019-2020 Solid Waste Operating Budget projects revenues of \$14,038,220, expenditures of \$12,712,868 for residential and commercial Solid Waste collection services and operations, litter control, code enforcement, and including transfers of \$1,709,961 and an ending working capital \$2,239,849.

Airport Fund

The FY 2019-2020 Airport Fund Annual Operating Budget projects revenues of \$1,953,979 (including transfers in), expenditures of \$1,826,643 including transfers out, and an ending working capital of \$587,234. During FY2018-2019, the airport re-opened runway 4/22 for use. The upgraded runway allows for bigger planes to service the Northeast Texas Region. Future projects include an instrument landing system and a parallel taxiway for runway 4/22. The projects are funded by FAA Grants, with 90% of the funding provided by the FAA and 10% provided by the City's half-cent sales tax fund.

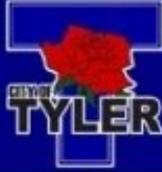
Fleet Maintenance Fund

The FY 2019-2020 Fleet Maintenance Services Annual Major expenditures in FY2019-2020 include \$5,122,570 Operating and Replacement Budget projects revenues of to purchase 55 replacement vehicles, including 1 new fire \$10,953,743, expenditures of \$11,334,256 including truck. transfers and an ending working capital of \$5,125,003.

Major Budget Revenues and Expenditures

The fiscal year 2019-2020 revenues, expenditures, and changes in working capital for the major operating funds:

Fund	Opening Balance	Revenues	Expenditures	Transfers In / (Transfers Out)	Closing Balance
General Fund	11,506,905	72,787,065	69,376,263	(3,410,802)	11,506,905
Development Services Fund	1,027,044	1,842,357	1,843,409	(11,868)	1,014,124
Hotel Occupancy Tax Fund	6,542,440	3,973,519	2,283,339	(1,858,500)	6,374,120
Utilities Fund	9,650,230	41,332,422	30,728,008	(11,042,814)	9,211,830
Airport Operating Fund	459,898	1,726,646	1,759,294	159,984	587,234
Solid Waste Fund	2,624,458	14,038,220	12,712,868	(1,709,961)	2,239,849



A Natural Beauty



City Council

02/21/19

Boards & Commissions

Committees, Roundtables & Task Forces

City Manager

City Attorney

Municipal Judges

Executive Team

Managing Directors

ReNissa Wade,
Managing Director

- Human Resources
- Safety/Loss Prevention
- Benefits Admin.
- Neighborhood Services
- Contract Management
- Volunteer Services
- Fit City Liaison
- TAP4E/Collective Impact

Interim Managing Director

- Utilities
- Public Works
- Engineering
- Traffic Eng./Operations
- Airport
- Streets & Storm Water
- Engineering Plan Review

Heather Nick,
Managing Director

- Planning
- MPO
- Historic Preservation
- GIS
- Permit Center
- Economic Development (TIRZ Liaison, Prospects)
- Industry Growth Initiative
- Tyler 1st Comprehensive Plan
- Leadership Roundtable

David Coble,
Fire Chief

- Fire
- Emergency Mgmt.
- EMS Liaison
- Veterans RT Liaison
- CAT 100 Exec Committee

Jimmy Toler,
Police Chief

- Police
- Centralized Dispatch
- 911 Liaison
- Code Enforcement
- Animal Care Services
- Human Needs Network Liaison

Stephanie Franklin,
Managing Director

- Communications
- Performance Excellence
- City U
- Innovation Pipeline
- Conv. Facilities (hotel/ conference center, Harvey, Rose Center)
- Library
- Keep Tyler Beautiful
- CVB Liaison
- Main St. & Liberty Hall
- Cultural Affairs Board
- Building Inspections/Plan Review
- Property/Facility Management

Key Leaders

Keidric Trimble,
Chief Financial Officer (CFO)

- Finance
- Budget
- Purchasing
- Internal Audit Services
- Utility Billing
- Municipal Court

Benny Yazdanpanahi
Chief Information Officer (CIO)

- Information Technology

Russ Jackson,
Director

- Solid Waste
- Vehicle/Equip. Services
- Transit
- Parks & Recreation
- Cemeteries

City Wide Capital Improvement Projects

Fiscal Year 2019-2020

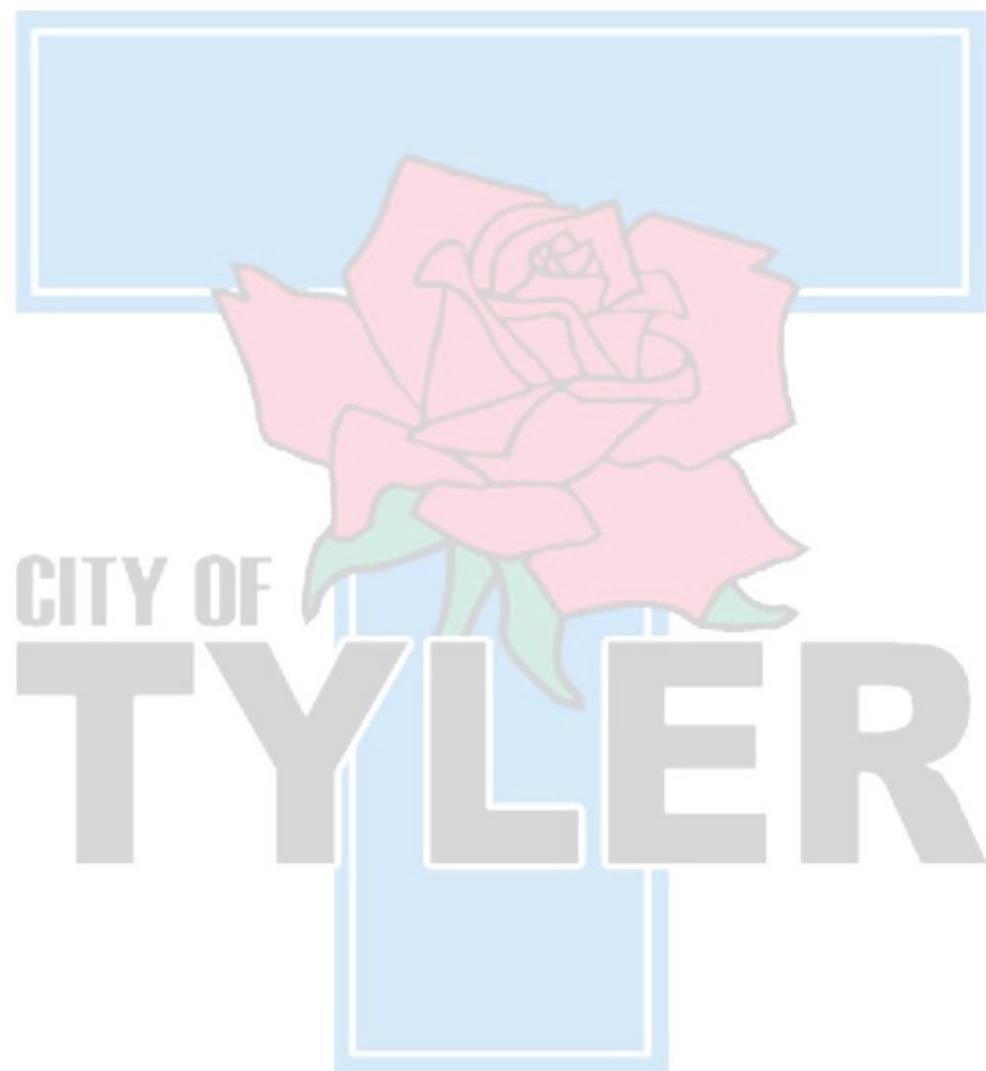
Department	Project Number	Project	Total
Water Distribution	0743-003	2" Water Line Replacement	2,750,000
Water Distribution	0743-005B	Water Meters/Meter Boxes - Repair/Replacement	3,200,000
Water Distribution	0743-049	Water-Sewer Repair/Relocate for Asphalt Overlay	4,432,625
Water Distribution	0743-052	Water Line Looping-Gish Lane	135,000
Water Treatment	0744-011	GRWTP-Filters 5-8 Refurb & Chem Feed Mods	3,087,200
Water Treatment	0744-015	GRWTP-Filter Control Panel Replacement	4,000,000
Water Treatment	0744-017	GRWTP-Eff Pump 5-6 Switchgear Replacement	500,000
Water Treatment	0744-024	GRWTP-Filters 11-14 Refurbishment	2,600,000
Water Treatment	0744-028	LPWTP-Ozone Gen 1 Tube Replacement	65,000
Water Treatment	0744-030	GRWTP-Filters 9-10,15-16 Refurbishment	2,600,000
Water Treatment	0744-032	GRWTP-Eff Motor Control/Operator Control Room Replacement	200,000
Water Treatment	0744-037	LPWTP-Filter 1-8 Media Replacement	1,750,000
Water Treatment	0744-061	GRWTP-Backwash Supply and Clearwell Baffles	245,635
Water Treatment	0744-062	Troup Hwy Standpipe-Int Repaint & Alt Valve Replacement	1,000,000
Water Treatment	0744-063	Water System Hydraulic Model	1,200,000
Water Treatment	0744-065	New Elev Storage / Booster Pump Stations	5,000,000
Water Treatment	0744-066	N Glenwood EST-Int/Ext Repair/Repaint	390,000
Water Treatment	0744-067	GRWTP-Clariflocculator Rehab	2,000,000
Wastewater Collection	0745-004	Various Sewer Creek Crossing Repairs	387,112
Wastewater Collection	0745-076	Emergency Sewer Repairs	5,650,000
Wastewater Collection	0745-077	TXDOT Utility Relocate-Azalea and Camellia Bridges	288,408
Wastewater Collection	0745-080	TXDOT Utility Relocation-FM 756	405,000
Wastewater Treatment	0746-001	Grande Lift Station and Sewer Line	1,062,235
Wastewater Treatment	0746-008	WWTP/Lift Station-Pump, Motor, Gear Box Replacment	1,350,000
Wastewater Treatment	0746-013	SSWWTP-Primary Clarifier Rehabilitation	5,313,800
Wastewater Treatment	0746-015	SSWWTP-Aeration Improvements	500,000
Wastewater Treatment	0746-029	WSWWTP-Trickling Filter Improvements	1,000,000
Wastewater Treatment	0746-030	WSWWTP-Aeration Basin/Flter Pump Electric Feed Replacement	1,200,000
Wastewater Treatment	0746-039	WSWWTP-Fine Screen Replacement	950,000
Wastewater Treatment	0746-041	SSWWTP-Chlorination/Dechlorination System Improvements	1,100,000
Wastewater Treatment	0746-042	SS Regional WWTP-ROW Procurement	1,500,000
Wastewater Treatment	0746-045	WSWWTP-New Office and Lab	650,000
Wastewater Treatment	0746-046	SSWTP-Final Clarifier Replacement	1,800,000
Lake Tyler	0747-006	Retaining Wall Repair Near Dam	503,875
Lake Tyler	0747-017	LTRWPS-Pump and VFD Replacement	4,000,000
Water Treatment	Bond-WA-005	GRWTP-Backwash Supply and Clearwell Baffles	1,360,182
Water Distribution	Bond-WA-010	Water System Inventory - Phase 1	786,000
Water Distribution	Bond-WA-011	Water System Inventory - Phase 2	259,000
Wastewater Collection	Bond-WW-006	Sewer Upgrades-E 5th (Pinecrest to Tanglewood)	255,651
Consent Decree	Bond-CD-001	Gravity Sewer Project	104,828,286
Consent Decree	Bond-CD-011	Hyd Model Update / Capacity Improvements	111,391,625
Consent Decree	Bond-CD-012	Sewer Creek Crossing Repair/Replace	18,000,000



CITY OF
TYLER

A Natural Beauty

Reader's
Guide



A Natural Beauty

Budget Process

Budget Adoption

The City's fiscal year is from October 1 through September 30. The City Charter requires public hearings and adoption of the budget by fund to be completed by the final City Council meeting in September. The City Council adopts the budget by ordinance in accordance with state statutes and the City Charter. Estimated expenditures of any fund may not exceed proposed revenue plus prior year unencumbered balances. During a budget cycle, any unused appropriations may be transferred to any item required for the same general purpose within the same department and/or fund with City Manager approval. Any transfer of budget amounts between funds or base increases in appropriations must be approved by the City Council. Appropriations lapse at fiscal year-end, unless lawfully re-appropriated in ensuing adopted budgets. Budgets of the governmental fund type are prepared on a modified accrual basis of accounting. The budgeted estimates are expected to be collected and expended in the same fiscal budget year. The financial records are maintained on the modified accrual basis. Obligations in these funds are recorded as expenditures, and revenues are recognized only when they are actually received. Budgets of the enterprise fund types are also prepared on a modified accrual basis, but financial records are maintained on the accrual basis of accounting. Not only are expenses recognized when a commitment is made but revenues are also recognized when they are obligated to the City. Developed on a program basis, the budget depicts all services provided by the City and resources allocated for the provision of these services. Program priorities for the organization are developed by City Council, City staff and citizen input; and are used as major guidelines in the development of funding recommendations.

Budget Amendments

Under emergency conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the City Council may, by a majority vote of the full membership, amend or change the budget to provide for any additional expense in which the general welfare of the citizenry is involved. These amendments shall be by ordinance. Any budget amendment must adhere to the balanced budget requirement and cannot change the property tax levy or in any manner alter a taxpayer's liability. The City of Tyler budget is a program-based budget that is adopted by fund. Ordinances approved by City Council are required to increase or decrease appropriations in any fund. Although adopted by fund, budgets are prepared by line item and the City Manager approves budget adjustments within a fund between line items.

Basis of Presentation

The accounts of the City of Tyler are organized and operated on the basis of funds or account groups. Each is considered to be a separate accounting entity with its own separate set of self-balancing accounts consisting of assets, liabilities, fund bal-

ances, net assets, revenues and expenditures or expenses. In accordance with Generally Accepted Accounting Principles (GAAP), the City's funds can be classified into one of three broad classifications of funds and categorized into one of seven fund types as listed below.

Governmental Funds

Governmental funds are primarily used to account for tax-supported, externally mandated fee and grant activities. The measurement focus is toward determination of financial position and changes in financial position, rather than upon net income determination. These funds operate under the modified accrual basis of accounting. They recognize revenue as income only when it becomes measurable and available. The City recognizes expenditures when a liability has been incurred except for some long-term liabilities such as debt service, compensated absences, claims, and judgments, which are recognized when payment is due. The City utilizes the following governmental fund types:

General – the City operates one general fund as the Chief Operating Fund for the City. It is used to account for all financial resources of the City that are not legally required to be accounted for in another fund. The City utilizes Internal Service Funds to account for some benefit, maintenance and equipment purchase requirements associated with the General Fund.

Debt Service – this fund is used to accumulate resources to meet the current and future principal and interest payments on the City's general long-term debt. The City paid off all tax supported debt in fiscal year 2007-2008.

Capital Projects – the City operates three capital projects funds. The major fund associated with capital projects is the One-Half Cent Sales Tax Corporation, which is used for infrastructure improvements in an effort to eliminate tax-supported debt. This fund is not included in this document and has no formally adopted budget by the City Council, but is included in the annual financial audit. The second capital projects fund is the General Capital Projects Fund. This fund is used as a supplemental resource to pay for one-time related capital expenditures from the General Fund. The third capital projects fund is the Street Improvement Fund. In FY2017-2018 the Mayor and City Council created this fund to continue to fund street improvement projects to upgrade and then maintain the City's streets to an acceptable level.

Permanent Funds – the City operates two permanent funds for the perpetual care and maintenance of the City's cemeteries. One of these funds operates in a trust environment and the other is an operations fund for the City cemeteries.

Special Revenue – the City uses special revenue funds to account for proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes other than debt service or capital projects. These restrictions may be im-

posed either by parties outside the government or by the local governing body. The City operates with the following Special Revenue Funds:

- Development Services – established to account for the receipt and disbursement of funds related to Building Inspections and Planning and Zoning.
- Police Forfeiture – established to account for the receipt and disbursement of funds seized by the Police Department and subsequently awarded to the City through court-ordered judgments, primarily cases involving illegal drugs.
- Court Special Fee – established to track the receipt of court fees restricted for court related purchases.
- TIF/TIRZ #2 – established to account for the receipt and disbursement of funds related to the Tax Increment Financing Zone established for the Downtown Tyler region. Was dissolved in fiscal year 2015-2016, and re-established as TIF/TIRZ #4 in fiscal year 2018-2019
- TIF/TIRZ #3 – established to account for the receipt and disbursement of funds related to the Tax Increment Financing Zone established for the North Tyler region.
- Hotel-Motel Tax – established to account for the receipt and disbursement of funds generated by the Hotel-Motel Occupancy Tax.
- Donations – established to account for the receipt and disbursement of funds donated for specific projects. This fund is not included in this document and has no formally adopted budget by the City Council, but is included in the annual financial audit.
- Tourism – established to account for the operations of the Rose Garden, Rose Garden Center, Harvey Convention Center, Goodman Museum, Main Street and Liberty Hall.
- Airport Facility – established to account for the receipt and disbursement of passenger facility charges collected from ticketed passengers at Tyler Pounds Regional Airport as well as rental car charges collected to facilitate special projects.
- Oil and Natural Gas – established to track revenue received from lease royalties to be used for future onetime projects identified by the City Council.
- PEG Fee – established to track receipt and disbursement of funds related to the 1% Public, Educational and Government Access Channel Fee collected and remitted by local cable franchise operations.
- Fair Plaza – established to track the tenant rental and parking income associated with the Fair building donated to the City of Tyler and the associated operating expenses.
- Homeownership/Housing – established to account for the receipt and disbursement of the overhead allowances in excess of actual costs in the Section 8 Grant Program.
- Community Development Block Grant (CDBG) – established to account for the receipt and disbursement of CDBG Grant

monies allocated to the City.

- HOME – established to account for the receipt and disbursement of HOME Grant monies allocated to the City to provide affordable housing for low-income households.
- Housing Assistance Payment Program (HAPP) – established to account for the receipt and disbursement of Department of Housing and Urban Development – Housing Assistance Payments Program Funds.
- State and Federal Grants – created to account for the receipt and disbursement of Federal and State Grants related primarily to planning, transportation, library, public safety and human services. Only major grants with known awards are included in this document and have a formally adopted budget. All other budgets are adopted with the grant award documentation.
- Transit System – established to account for the receipt and disbursement of Federal and State Grant Funds received for the operation of the City’s Transit System.

Proprietary Funds Proprietary funds are used to account for business activities in which funding is provided by fees and charges for services. The measurement focus of proprietary funds is total economic resources. As such, these funds use the accrual basis of accounting, recognizing revenues when earned and expenses as the liability is incurred. For budgeting purposes, the proprietary fund types are budgeted on a modified accrual basis to better manage available working capital. The City utilizes the following proprietary fund types.

Enterprise – these funds cover the cost of their operations through fees charged to individual users.

- Utilities – accounts for the maintenance and operations of the infrastructure of the City’s Water and Sewer system including administration, billing, distribution, treatment, waste collection, waste treatment, Lake Tyler, and Geographical Information Systems (GIS).
- Utility Construction – established to track the costs of capital improvements to the utility system.
- Utility Debt Service – established to track the debt service costs related to revenue bond indebtedness.
- Utility Debt Reserve – established to track debt service reserve requirements related to the 2009 utility debt issue.
- Solid Waste – accounts for the maintenance and operations of the garbage collection and litter abatement programs operated by the City of Tyler. This includes administration, residential collection, commercial collection, litter control and complex maintenance.
- Solid Waste Construction – established to track the costs of capital purchases and improvements to the garbage collection operations.
- Airport – accounts for the operations of the Tyler Pounds Regional Airport and the Federal Aviation Administration

tower activity.

- Storm Water – responsible for the maintenance, management, and regulatory compliance of the storm water system.

Internal Service – these funds are used to report activities that provide services for other funds within the City. The full cost of providing these services is charged back to the using funds. The City utilizes the following internal service funds:

- Productivity – established to track performance pay of City employees as well as the cost of internal audit and City University.
- Fleet Maintenance/Replacement – accounts for the maintenance and repair work on vehicles for all City departments. The fund also acquires vehicles and equipment for use by all City departments on an amortization replacement schedule.
- Property and Liability Insurance – accounts for the City’s property, casualty, disability and worker’s compensation insurance programs.
- Active Employee Benefits – accounts for the City’s self-insurance program for health and dental benefits for active employees as well as life insurance benefits provided through traditional insurance.
- Property and Facility Management – established to account for facility maintenance and replacement costs associated with HVAC units, roofing and ADA requirements.
- Technology – established to account for the City’s investment in technology and office automation, as well as current maintenance and repair items.
- Retiree Employee Benefits – accounts for the City’s self-insurance program for health and dental insurance benefits for retired employees as well as life insurance benefits provided through traditional insurance.

Fiduciary Funds Fiduciary funds are used to account for activities that are held in trust by the City, with the funds themselves appropriated for other purposes or agencies. Because these funds are held by the City of Tyler for other agencies or individuals, there is no formally adopted budget for Fiduciary Funds and these funds are not included in the budget document. The City operates four Fiduciary funds including an Employee Benefit Trust – Section 125 Plan, Employee Benefits Trust - OPEB Trust, the Lindsey Private Purpose Trust and the Greenwood Landfill Private Purpose Trust. All funds are included in the annual financial audit. The City has an external audit completed each year. The external auditors prepare the City’s Comprehensive Annual Financial Report (CAFR) based on GAAP reflecting the City’s financial position at the end of its fiscal year. The CAFR reports expenditures and revenues on both a GAAP basis and budget basis for the purpose of comparison. The following audit adjustments are made to adjust the City’s financial records to GAAP:

- Enterprise and internal service funds budget for purchases of capital items as expenditures on a budget basis, but they are recorded as assets on a GAAP basis.

- Compensated absence liabilities are accrued as earned on a GAAP basis, but expensed when paid on a budget basis.

- Governmental funds record revenues when received and book expenditures as encumbrances at the point of commitment during the budget year. Audit adjustments recognize all revenue that is measurable and available within 60 days of year-end on a GAAP basis.

- Enterprise and internal service funds record depreciation and amortization on a GAAP basis only.

- Principal payments are recorded as a reduction of current liability on a GAAP basis, while being accounted for as debt service expenses on a budget basis.

- Accrued debt service interest expense is recorded as a liability on a GAAP basis, but only current year interest expense is recorded on a budget basis.

Budget Phases

The City of Tyler begins in January with the development of next year’s budget. The budget development process requires input from City staff, the City Council and citizens. In order for this input to be given appropriate consideration, the process begins approximately six-months before the budget is adopted. There are five distinct phases in the development of the City’s budget.

Fiscal Alignment (Phase I)

Budget Goals – the process starts with the development of budget goals based on the City’s Strategic Plan and continuous feedback received from the City Council and citizens. After the goals are developed, meetings with the City’s administrative team set the stage for budget formation.

Forecast Schedule and Strategy Development & Business Plan – the goal of this phase is to align the City’s strategic plan and business planning process with the budget development. This phase also provides strategic fiscal forecasting, financial assumptions, revenue and reserve information as well as management’s expectations about the development of departmental budgets. At these meetings, the budget calendar is discussed. The calendar includes internal and external deadlines. The calendar allows citizens and the City Council to be aware of the schedule and the official dates for public input. Also, supplemental request for the upcoming fiscal year are discussed, as well as future years.

Departmental Hearings (Phase II and III)

Budget Development – departments develop their budgets based on the financial expectations and the guidelines they have been provided. After departments have entered their budget in the City’s financial system, they are reviewed with the Budget Committee. This review meeting allows the departments to highlight changing trends in their service levels in

addition to making proposals for new services or changes to existing services. Phase II involves the development of the internal service fund budgets. Also, Phase II includes the review of all capital operating and debt service budgets.

Capital Improvements Plan – the Capital Improvements Plan is developed during this process the Capital Improvements Plan is developed during this process as well. The City reviews all Capital Improvement projects on a monthly basis to ensure that they are staying on track with the annual plan. The City operates with a five-year plan where projects are added based on an objective scoring criteria established by the City Council. As the fund balances in each of the capital project funds are reviewed and analyzed for excess revenue, that revenue is considered for additional projects. Additional projects are prioritized and then placed on next year’s schedule when funding is available.

Budget Presentation (Phase IV)

Once all of the input is received, the budget is developed and the City Manager presents it to the City Council in August. The proposed budget will contain the proposed tax rate, water and wastewater rate, and sanitation rate as well as fee changes. The City Manager provides the City Council and the public with an overview of the budget and a summary of the major changes being recommended.

Adoption Process (Phase V)

The City Council then receive public input through public hearings and community dialogue before adoption. Any additional information needed to understand changes within the budget will be provided to City Council during this time. The City Council will adopt the budget by fund and adopt the new property tax rate before the start of the fiscal year on Oct. 1.

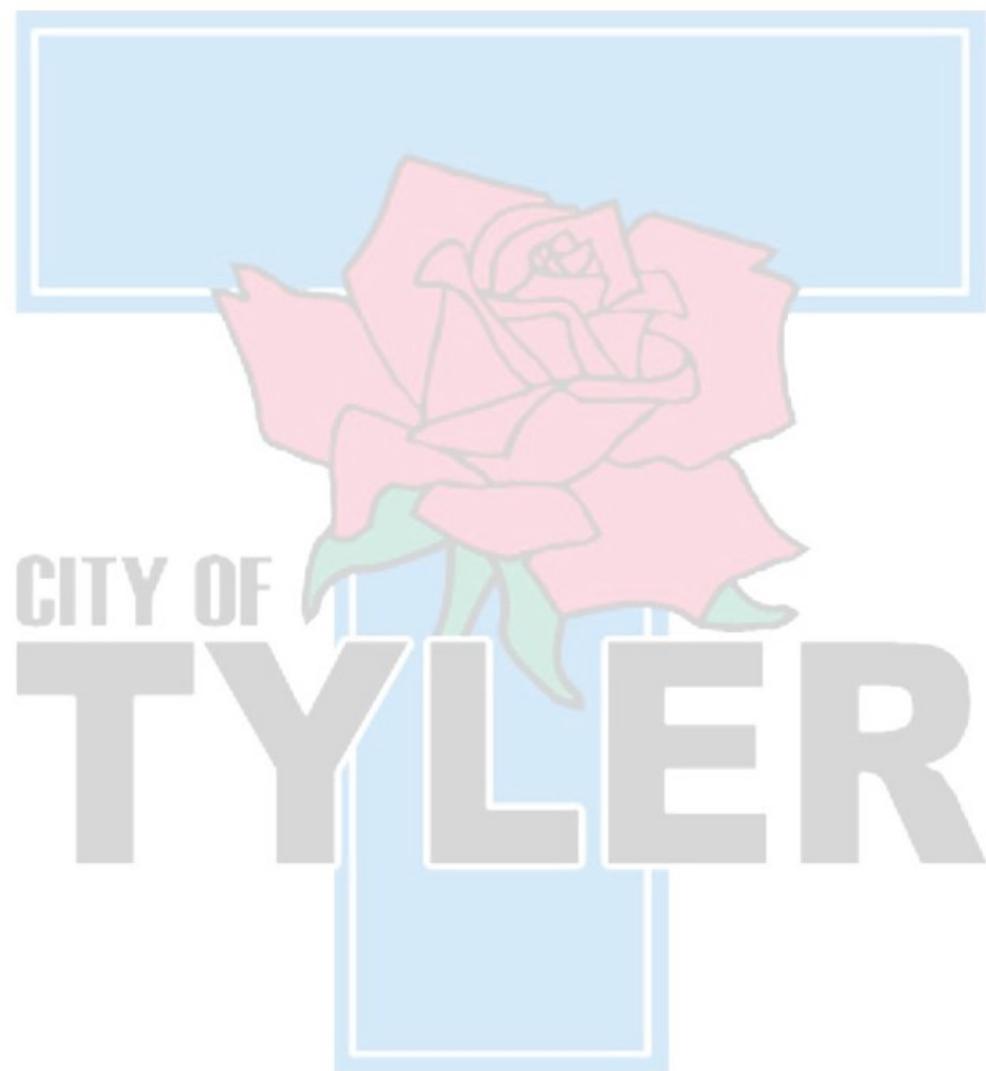


City of Tyler



FY2019-20 Budget Preparation Calendar

Phase I	Fiscal Alignment	
	January 20, 2019	First Monthly Financial Forecast due on P:Drive
	March 11, 2019	City Manager to present City Council with FY 2019 Budget - Preliminary Issues Memo
Phase II	Internal Service Fund Recommendations/Work Sessions	
	February 4, 2019	FY2019-20 Open System for Budget Entry (Internal Service Funds Only)
	February 22, 2019	Internal Service Fund FY2019-20 Baseline Budget Requests
	February 25 - March 1, 2019	Internal Service Fund FY2019-20 Pre-budget session
Phase III	Operating, Capital, and Debt Service Funds Recommendations/Work Sessions	
	March 11, 2019	Distribution of FY2019-20 Budget Materials and Instruction on P:drive. Payroll Projections will be Distributed by H/R, and Open System for Budget Entry
	March 11, 2019	Training Offered (9:00am - 11:00am)
	March 12, 2019	Training Offered (2:00pm - 4:00pm)
	April 8, 2019	Deadline for Departments to Submit FY2019-20 Budget Requests, CIP Worksheets, and Supplemental Requests
	April 8 - April 13, 2019	Assemble binders for Budget Committee
	April 15 - May 17, 2019	Meetings to Review FY2019-20 Departmental Budget Requests
	May 20 - May 24, 2019	Assemble budget documents for City Manager.
	May 27 - July 12, 2019	City Manager Prepares FY2019-20 Proposed Budget for City Council
	July 15 - July 23, 2019	City Councilmember sessions (Cover Budget, CIP, and Five Year Forecast)
	July 25, 2018	Certified Tax roll due from the Chief Appraiser
	August 14, 2019	CIP presentation to City Council. Distribution of CIP book.
Phase IV	Adoption	
	August 12, 2019	City Manager's FY 2019-20 Proposed Budget Filed with the City Clerk and post on website. (Must be filed at least 15 days prior to public hearing and at least 30 days prior to tax rate adoption)
	August 14, 2019	FY2019-20 Proposed Budget presented to City Council (Vote to schedule proposed public hearings for the budget and tax rate adoption).
	August 16, 2019	City Clerk publishes the "Notice of Proposed Budget and Tax Rate Hearing scheduled for August 28th and September 11th" (No later than 30 days prior to and no sooner than 10 days to the public hearings)
	August 28, 2019	1st Public Hearing on FY2019-20 Proposed Budget - Announce Meeting Date to Adopt Tax Rate and Budget. "SPECIAL CALLED MEETING" (May not be held before the 7th day after the date of the notice of public hearing is given.)
	August 29, 2019	City Clerk publishes the "Notice of Proposed Budget and Tax Rate Hearing scheduled for September 11th"
	September 11, 2019	2nd Public Hearing on FY2019-20 Proposed Budget- Announce Meeting Date to Adopt Tax Rate and Budget*** (Must be at least 3 days after 1st public hearing).
	September 12, 2019	City Clerk publishes the "Notice of Tax Increase and Budget Adoption scheduled for September 25th"
	September 25, 2019	City Council Adoption of FY2019-20 Budget and Property Tax Rate (City Charter requires adoption no later than the 25th and state statute requires no earlier than the 3rd and no greater than the 14th after the date of the second public hearing)



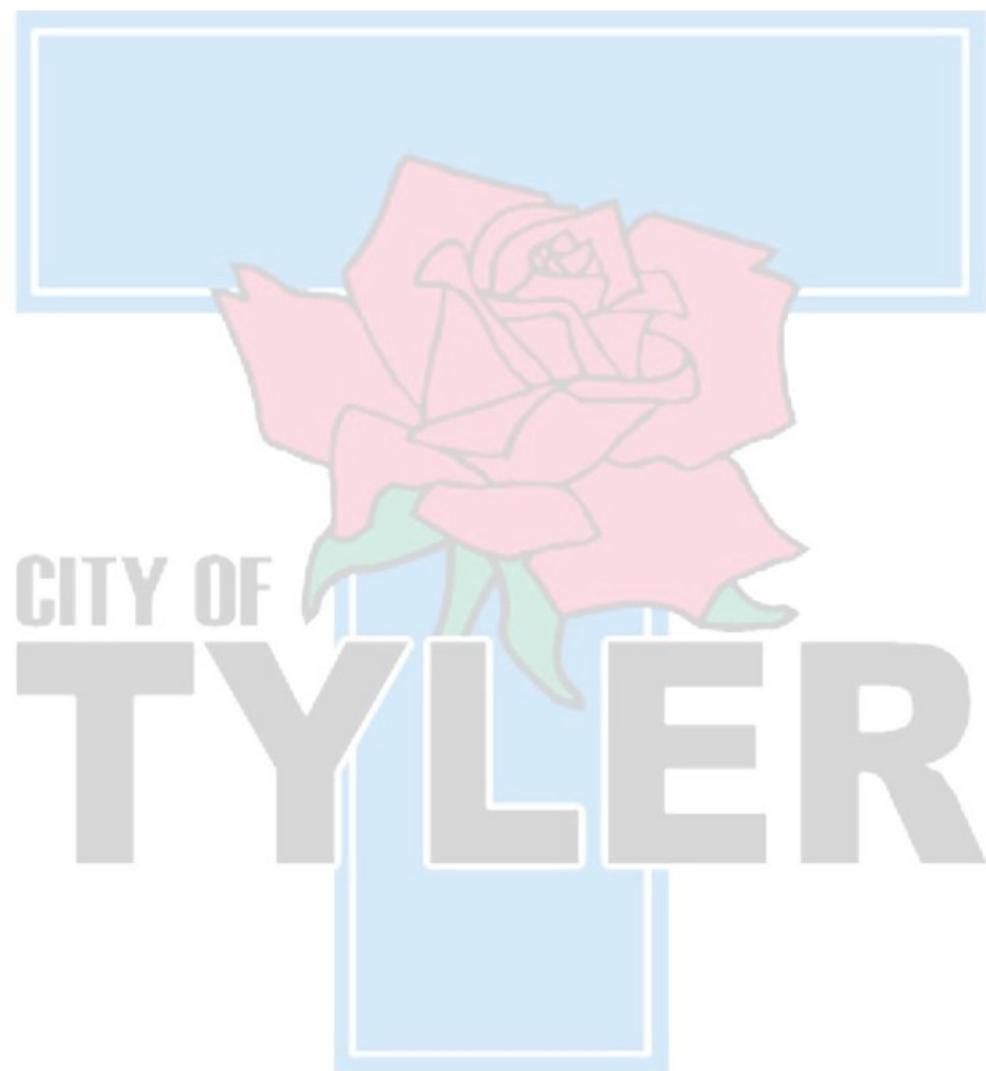
A Natural Beauty



CITY OF
TYLER

A Natural Beauty

Financial
Policy



A Natural Beauty

Financial Policy

Financial Policy

Financial Management Performance Criteria

The City of Tyler's Financial Management Performance Criteria (FMPC) serves as the basis for the overall fiscal management of the City's resources. These policies guide the City Council and administration in making sound financial decisions and in maintaining Tyler's fiscal stability.

The policies outlined here are developed to address specific financial issues. These policies are reviewed annually and updated as needed. Listed below are financial policies, which are specifically related to the adoption and execution of the annual operating budget.

Budgeting, Accounting, Auditing and Financial Planning Criteria

- Establish and maintain a central accounting system for all functions of accounting, financing, inventory and budgeting.
- Submit to the City Council quarterly revenue and expenditure reports to show the financial position of the City of Tyler. The reports include budgetary forecasts and year-to-date actual comparisons to show the financial condition of the major operating funds. In addition a quarterly investment report will be presented which meets / exceeds the requirements of the Public Funds Investment Act.
- File with the City Clerk for public review, a copy of the proposed ensuing fiscal year budget a minimum of 45 days prior to October 1st.
- City Council shall cause an independent audit to be made of the books of account, records and transactions of all the administrative departments of the City at least annually. The audit shall be conducted by a Certified Public Accountant. Auditors shall be selected for an initial one year period with an option for renewal up to five years. Mandatory rotation is required by City Council for external audit services every five years.
- The annual audit shall be conducted in accordance with the Generally Accepted Accounting Principles (GAAP).
- Long-range forecasts shall be made for major operating funds as necessary for financial planning.
- A system of internal controls shall be maintained to monitor revenues and expenses for municipal programs on a continuous basis. The internal auditor will perform periodic audits of departments to determine compliance with current controls and to make recommendations for change.
- It is the City's goal to annually strive for certification of its audit and budget from the Government Finance Officers' Association (GFOA).

Operating Criteria

- Estimated expenditures shall in no case exceed proposed rev-

enue plus prior year undesignated balances.

- Unused appropriations may be transferred to any item required for the same general purpose within the same department and/or fund if approved by the City Manager. All other transfers between funds and base increases to appropriations must be approved by the City Council.
- All annual appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended and lawfully re-appropriated in subsequent year's adopted budgets.
- A fund balance shall be maintained at a level of 15 percent of estimated annual operating expenditures for the General Fund and at 15 percent of estimated annual operating expenses in the Utility Fund and Solid Waste Fund.
- Investments shall be managed in accordance with the current Investment Policy. Investments shall comply with Federal, State and local laws. Investments will consider protection of principal first, with the intent to diversify as well as provide for liquidity needs. Investments shall be made to maintain public trust and not speculate. Investment managers shall exercise prudence in managing the overall portfolio while trying to attain comparable rates of return.
- Fixed assets shall be managed in accordance with the current Fixed Asset Policy in order to properly classify, make record of and safeguard the assets. An inventory of the assets is to be maintained and is to include the description, cost, date of acquisition, department, location and asset identification number. Periodic inventory inspections of fixed assets shall be conducted. Fixed assets include items meeting both the dollar minimum of \$3,000 and having a useful life of two years or more. For constructed assets, the criteria apply to the completed project. Certain assets bought in bulk are capitalized as a group asset.
- The City Council shall designate a City depository in compliance with State statutes. The term of the bank depository shall be two years with three additional one year options for renewal.

Capital Improvement Projects

- A comprehensive master plan will be developed to better plan and forecast future construction and capital improvements.
- Capital project forecasts shall be developed and shall identify the impact of implementing said projects on future annual operating budgets. Estimates of future revenues necessary for these expenditures shall be identified prior to the approval of such capital improvements.
- The life of a capital project fund shall correspond to the utilization of the resources in the fund.
- Expenditures shall not be incurred nor shall contracts be awarded without the appropriation of available funds.

Debt Management

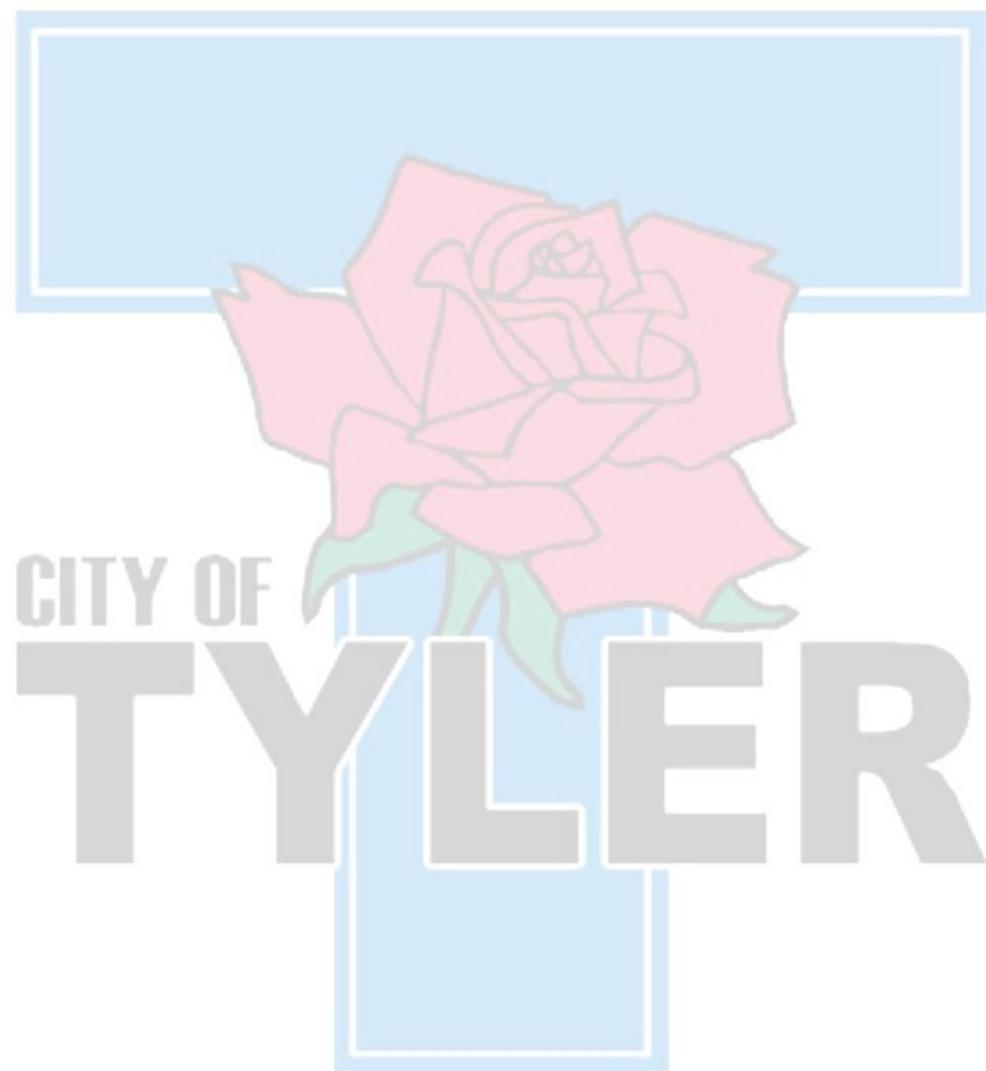
- Utility projects, financed through the issuance of bonds, shall be financed for a period not to exceed the expected weighted average useful life of the assets.
- Interest earnings on bond proceeds shall be credited to the debt service fund.
- The City of Tyler intends to pay for tax supported construction and capital improvements with cash.
- When appropriate, the City will consider the use of revenue debt to pay for utility system improvements if it is economically feasible.
- Revenue bond coverage requirements provide for financial stability in Enterprise Funds. Coverage requirements are defined as the amount of system net revenue available to pay average annual debt service. System net revenue equal to one and one half times average annual debt service is preferred. In no annual period shall the coverage fall below one and one tenth times based on current bond covenants.
- The City Council shall exhibit a willingness to raise the revenue necessary to fully fund the current debt obligations in order to implement the adopted capital improvement plan and to maintain the City's bond rating at or above current levels.



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Investment Policy

Sec. 2-46. Introduction And Scope.

The Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "PFIA") requires each city to adopt a written investment policy that includes a written investment strategy, quarterly reports to City Council with market values, an annual review of the policy by Council and an annual compliance audit among other requirements. This Policy shall apply to the investment and management of all City funds under its control, other than those expressly excluded within this document or by applicable law or valid agreement. The Fire Pension Fund is excluded from this Policy because it is separately organized and managed by contract with investment companies as directed by the Fire Pension Board, and the Lindsey Police and Firefighters' Endowment Fund is also excluded from this Policy because it is separately organized and managed by contract with an investment company as directed by the Lindsey Police and Firefighters' Fund Board. The Employees Deferred Compensation Agency Fund and the Retirees Health Benefits Trust Fund are also excluded. This Policy shall not supersede the restrictions on investment of specific funds because of legal limits, created by grants, bond covenants or similar regulations. In the event of conflict, the more restrictive policy shall be followed. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21; 3/22/00) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. O-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-37, 2/27/08) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (Ord. No. 0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-47. Investment Strategy.

The City shall use a pooled cash and investment approach commingling money from various fund types for market efficiency to the extent that is practical and legal. The following investment strategy considerations recognize the unique advantages of a pooled cash and investment portfolio, including the reduction of cash flow uncertainty and the increased opportunity of yield curve extension. Funds included in the portfolio will include those from the operating funds, debt service and debt reserve funds, and special projects. The liquidity requirements of the pooled investment portfolio will be projected and matched with maturities. The following investment strategy considerations recognize the unique advantages of a pooled cash and investment portfolio, including the reduction of cash flow uncertainty and the increased opportunity of yield curve extension:

Pooled Fund Group

Suitability - Any investment eligible in the Investment Policy is suitable for Pooled Fund Groups.

Safety of Principal - All investments shall be of high quality with no perceived default risk.

Market price fluctuations will occur. However, managing the weighted average days to maturity to less than 270 days and restricting the maximum allowable maturity to two years using the final stated maturity dates of each investment will minimize the price volatility of the portfolio

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash

flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Liquidity - Pooled Fund Groups require short-term liquidity to adequately fund any unanticipated cash outflow. Short-term financial institution deposits, investment pools and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Diversification - Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of the City. Diversifying the appropriate maturity structure up to the two-year maximum will reduce interest rate risk.

Yield - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury Bill portfolio will be the minimum yield objective.

Special Project And Bond Proceeds Funds

At times special project and bond proceed funds may be better suited invested outside the Pooled Fund Group. In those cases the following strategy shall be applicable:

Suitability - Any investment eligible in the Investment Policy is suitable for Special Project and Bond Proceeds Funds.

Safety of Principal - All investments will be of high quality with no perceived default risk. Market price fluctuations will occur. However, by managing Special Project and Bond Proceeds to not exceed the anticipated expenditure schedule the market risk of the overall portfolio will be minimized. Maximum maturity five years from date of purchase.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Liquidity - Special Project and Bond Proceeds Funds used for capital improvements programs have reasonably predictable draw down schedules. Therefore investment maturities should generally follow the anticipated cash flow requirements. Short term financial institution deposits, investment pools and money market mutual funds will provide readily available funds generally equal to one month's anticipated cash flow needs, or a competitive yield alternative for short term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any expenditure request. This investment structure is commonly referred to as a flexible repurchase agreement.

Diversification - Market conditions and arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for Special Project and Bond Proceeds Funds. Generally, when investment rates exceed the applicable cost of borrowing, the City is best served by locking in most investments. If the cost of borrowing cannot be exceeded, then concurrent market conditions will determine the attractiveness of

diversifying maturities or investing in shorter and larger amounts. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

Yield - Achieving a positive spread to the cost of borrowing is the desired objective, within the limits of the Investment Policy's risk constraints. The yield of an equally weighted, rolling six-month Treasury bill portfolio will be the minimum yield objective for non-borrowed funds. (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2014-98, 10/22/14) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-48. Objectives.

Principle investment objectives in order of priority are:

- a. Preservation of capital and the protection of investment principal.
- b. Maintenance of sufficient liquidity to meet anticipated disbursement and cash flows.
- c. Maintaining public trust by avoiding any transaction, which might impair public confidence in the City's ability to manage public funds with which it is entrusted.
- d. Conformance with all Federal statutes, State statutes, City Charter requirements, City ordinances, and other legal or policy requirements.
- e. Diversification by investment type and maturity to avoid market risks and issuer defaults, where appropriate.
- f. Attainment of a rate of return which is consistent with risk limitations and cash flow characteristics of the City's investments. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20, 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-49. Investment Officers.

The Chief Financial Officer, Accounting Manager, and Accountants are appointed as Investment Officers. The Investment Officer's authority will be limited by applicable laws, regulations and this Policy.

In order to ensure qualified and capable investment management, the City shall provide periodic training in investments for the investment personnel through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the City's investment personnel.

Investment Officers shall attend at least one training session, containing at least 10 hours of instruction, within twelve months of assuming their duties. An additional eight hours of training will be required not less than once in a two-year period that begins on the first day of the City's fiscal year and consists

of the two consecutive fiscal years after that date. Training will address investment topics in compliance with the Public Funds Investment Act. The City approves the GFOA, GFOAT, GTOT, NTCOG, TCMA, TML, and UNT as independent sources for training.

The City maintains the right to hire Investment Advisers to assist City staff in the investment of funds. Investment Advisers shall adhere to the spirit, philosophy and specific terms of this Policy and shall invest within the same objectives. The Investment Officers shall establish criteria to evaluate Investment Advisers, including:

1. Adherence to the City's policies and strategies;
2. Investment strategy recommendations within accepted risk constraints;
3. Responsiveness to the City's request for services and information;
4. Understanding of the inherent fiduciary responsibility of investing public funds; and
5. Similarity in philosophy and strategy with the City's objectives.

Selected Investment Advisors must be registered under the Investment Advisers Act of 1940 or with the State Securities Board. A contract with an Investment Adviser may not be for a term longer than two years and any contract, renewal or extension is subject to approval by the City Council. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20, 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-50. Standards of Care, Ethics and Conflicts of Interest.

As provided for in the PFIA, the standard of care for the City's investments shall be the Prudent Person Rule, which states "investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived."

The overall investment program shall be designed and managed with a degree of care and professionalism that is worthy of the public trust. The Investment Officers shall recognize that the investment activities of the City are a matter of public record and public trust.

The Investment Officers, acting in accordance with written procedures and exercising the proper standard of care, shall be relieved of personal responsibility for an individual investment decision, provided that this Policy and the City's procedures were followed. In determining whether an Investment Officer has exercised the proper standard of care, all investments over which the individual had responsibility will be considered rather than a single investment.

Investment Officers and employees of the City involved in the investment process shall refrain from personal business

activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment Officers and employees of the City involved in the investment process shall not utilize investment advice concerning specific investments or classes of investments obtained in the transaction of the City's business for personal investment decisions, shall in all respects subordinate their personal investment transaction to those of the City particularly with regard to the timing of purchases and sales, and shall keep confidential all investment advice obtained on behalf of the City and all transactions contemplated and completed by the City, except when disclosure is required by law.

All Investment Officers of the City shall file with the Texas Ethics Commission and the City Council a statement disclosing any personal business relationship with a business organization offering to engage in an investment transaction with the City or any relationship within the second degree by affinity or consanguinity to an individual seeking to sell investments to the City. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20, 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-51. Authorized Investments.

The Investment Officers shall use only investment options approved by City Council. Participation in any investment pool must also be approved by formal Council action. Subject to any limitations otherwise imposed by applicable law, regulations, bond indentures or other agreements, including but not limited to, the PFIA, the following are the only permitted investments for the City's funds:

a. Direct obligations of the United States government; U.S. Treasury Bills, U.S. Treasury Notes, U.S. Treasury Bonds, and U.S. Treasury Strips (book entry U.S. Treasury securities whose coupon has been removed).

b. Debentures or discount notes issued by, guaranteed by, or for which the credit of any Federal Agencies and Instrumentalities, including the Federal Home Loan Banks, is pledged for payment. Principal-only and interest-only mortgage backed securities and collateralized mortgage obligations and real estate mortgage investment conduits are expressly prohibited.

c. Bonds or other interest bearing obligations of which the principal and interest are guaranteed by the full faith and credit of the United States government, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation. Principal-only and interest-only mortgage backed securities and collateralized mortgage obligations and real estate mortgage investment conduits are expressly prohibited.

d. Certificates of Deposit and other evidences of deposit at a financial institution that, a) has its main office or a branch office in Texas and is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, b) is secured by obligations in a manner and amount provided by law for deposits of the City, or c) is placed through a broker or depository institution that has its main office or a branch office in Texas that meets the requirements of the PFIA. All deposits exceeding the FDIC insurance limits shall be collateralized as required by Section 2-57 Selection of Depositories.

e. Local government investment pools organized under the Interlocal Cooperation Act that meet the requirements of the PFIA and have been specifically approved and authorized by the City Council.

f. Direct obligations of the State of Texas or its agencies, and obligations of agencies, counties, cities, and other political subdivisions of the State of Texas rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.

g. No load "government" money market mutual funds that meet the requirements of the PFIA. Money market mutual funds must maintain an AAAM, or equivalent rating from at least one nationally recognized rating agency; and be specifically approved by the City Council or purchased through the City's primary depository as an overnight investment tool.

h. Repurchase agreements entered into in compliance with the PFIA.

NOTE: A security's "average life" does not constitute a stated maturity.

No investment type approved by the PFIA for public investment will be authorized by the City without specific City Council approval and adoption in this Investment Policy. And investments authorized at the time of purchase, which become unauthorized, need not be liquidated immediately. The City shall monitor the rating of each issuer, as applicable, at least quarterly, and take all prudent measures shall be taken to liquidate an investment that is downgraded to less than its required minimum rating. The Investment Officer will make specific suggestions as to the possible liquidation or retention in either situation.

This Policy does not apply to an investment donated to the City for a particular purpose or under terms of use specified by the donor (Section 2256.004). (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. 0-2014-98, 10/22/14) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-52. Investment Limits.

It is the City's policy to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific class of investment, where appropriate. Cash flow projections shall be utilized to spread investment maturities, smooth market fluctuations, and reduce reinvestment risk.

The maturity of an investment largely dictates its price volatility. Therefore, the City shall concentrate its investment portfolio in shorter-term maturities to protect market valuation from unanticipated rate movements. The City will attempt to avoid over-investment in cash equivalent investments and match a portion of its investments with anticipated cash flow requirements. The asset allocation in the portfolio will vary depending upon those requirements and the outlook for the economy and the security markets. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No.

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Sec 2-53. Selection of Broker/Dealers.

The City may utilize the in-house brokerage services of the bank qualifying as City depository in the acquisition and disposition of authorized securities. Other broker/dealers meeting the qualifications of this Policy section and selected by the Investment Officers are subject to approval by the City Council.

The approved list of broker/dealers includes the following firms:

Duncan-Williams Securities
FTN Financial
Raymond James & Associates
Wells Fargo Securities

For brokers and dealers of investment securities, the City shall select only dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as the "Primary Government Security Dealers," unless analysis reveals that other firms are adequately experienced to conduct public business.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- Annual audited financial statements
- Proof of Texas State Securities Commission registration
- Proof of Financial Industry Regulatory Authority (FINRA) certification

Each entity from which the City purchases investments (brokers/banks/pools) shall be provided the City's Investment Policy. Investment pools and discretionary investment management firms will be required to provide a written certification as described in the PFIA.

It is the policy of the City to create a competitive environment for all individual purchases and sales, financial institution deposits, money market mutual funds, and local government investment pools. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. 0-2104-98, 10/22/14) (Ord. No. 0-2016-20, 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-54. Safekeeping.

Eligible investment securities shall be purchased using the delivery versus payment method. That is, funds shall not be wired or paid until verification has been made that the security has been received by the City safekeeping/clearance agent. The security shall be held in the account of the City. The original copy of all safekeeping receipts shall be delivered to the City. An independent custodian will be used for securities safekeeping. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-28, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54,

11/13/2002) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) Ord. No. 0-2010-121, 11/10/10) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-55. Reporting and Audits.

At least quarterly, the Investment Officer shall submit a written report of all investments in compliance with the PFIA. The market valuations obtained by the City shall be from independent sources believed to be accurate and representative of the investments' true values. The reports shall be submitted to City Council.

An annual compliance audit of management's controls on investments and adherence to this Investment Policy shall be performed in conjunction with the annual financial audit and include a review of quarterly reports, with the result of the review reported to the City Council by that auditor.

The benchmark for the portfolio will be the three-month Treasury Bill average yield for the reporting period. Reporting will include the benchmark as a gauge of the portfolio's performance and a measure of risk. Weighted average yield to maturity shall be the measure of portfolio performance. (Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-56. Review of Investment Policy.

The City Council will review and adopt this Investment Policy and investment strategy at least annually, approving changes to policy or strategy.

(Ord. No. 0-98-21; 3/18/98) (Ord. No. 0-2000-21, 3/22/00) (Ord. No. 0-2001-51, 10/24/01) (Ord. No. 0-2002-54, 11/13/2002) (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. 0-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-57. Selection of Depositories.

The primary depository shall be selected through the City's banking services procurement process, which shall include a formal Request for Application (RFA) issued in compliance with applicable State law. A written contract shall be entered into and extended as per the RFA specifications. In selecting the primary depository, the credit worthiness of institution shall be considered, and the Investment Officers shall conduct a review of prospective depository's credit characteristics and financial history.

The City may also utilize other financial institutions to maintain back-up checking or other transactional accounts, and to place interest bearing deposits.

All deposits placed with the City's primary depository or other financial institution shall be insured or collateralized in compliance with applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of in-

insurance or collateralization pledged towards deposits. The City shall receive original safekeeping receipts for securities pledged, copies of any pledged insurance policies or letters of credit, and all pledged securities shall be held by an unaffiliated custodian. Written authorization by an Investment Officer is required prior to the release of any pledged collateral, insurance, or letter of credit.

The City requires market value of pledged securities in excess of 102% of all uninsured deposits plus accrued interest if any. All financial institutions pledging securities as collateral shall be required to sign a collateralization agreement with the City. The agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

The agreement must be in writing;

The agreement has to be executed by the financial institution and the City contemporaneously with the deposit;

The agreement must be approved by the Board of Directors or designated committee of the financial institution and a copy of the meeting minutes must be delivered to the City; and

The agreement must be part of the financial institution's "official record" continuously since its execution.

The Investment Officers shall monitor deposit and collateral levels at least monthly to maintain adequate coverage. (0-2003-65, 11/26/03) (Ord. 0-2004-87, 11/10/04) (Ord. 0-2005-91, 11/9/05) (Ord. No. O-2006-93, 11/8/06) (Ord. No. 0-2007-130, 11/14/07) (Ord. No. 0-2008-143, 11/12/08) (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-53; 7/12/2017)

Sec. 2-58. Authorized Collateral

The City shall accept only the following as collateral:

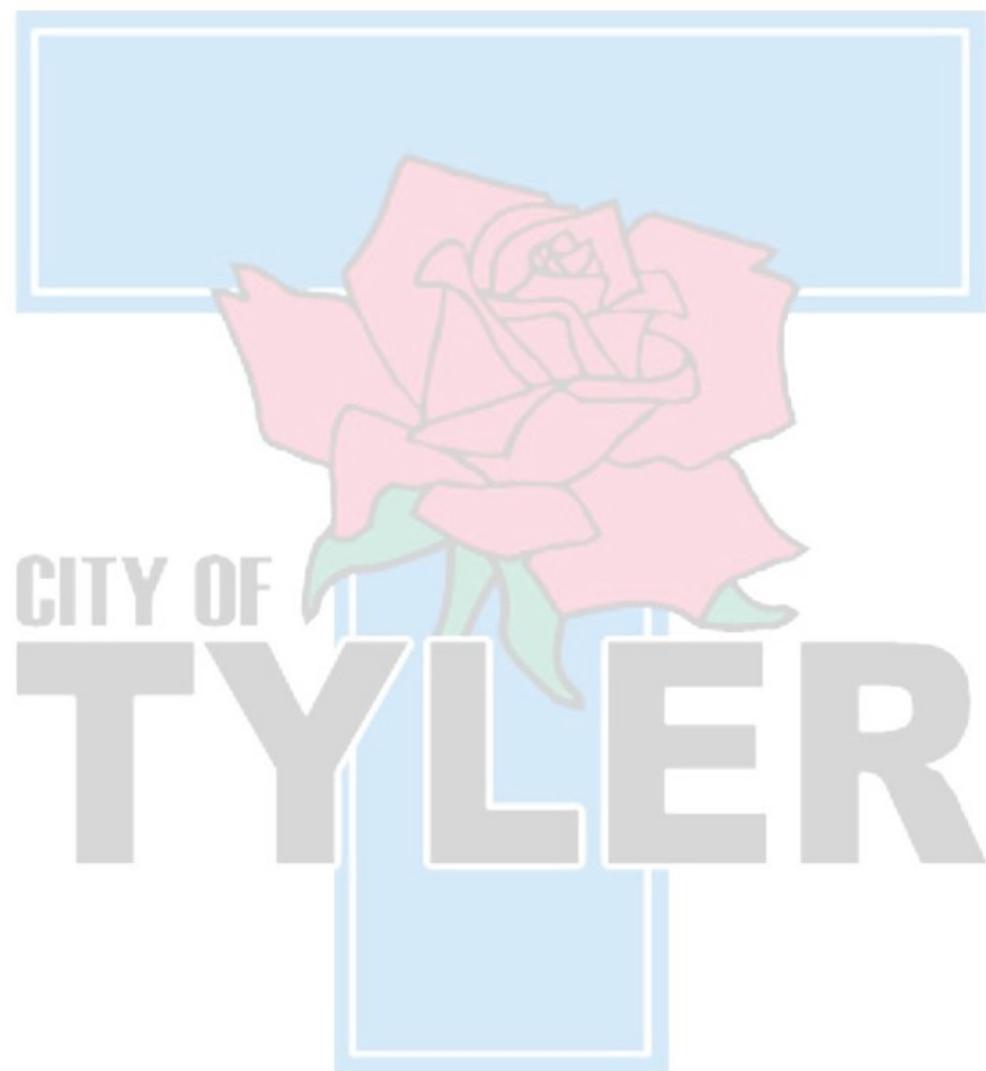
a. a. Bonds, certificates of indebtedness, or notes of the United States, its agencies or instrumentalities (including the Federal Home Loan Banks), or other evidence of indebtedness of the United States, its agencies or instrumentalities that is guaranteed as to principal and interest by the United States, its agencies or instrumentalities.

b. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.

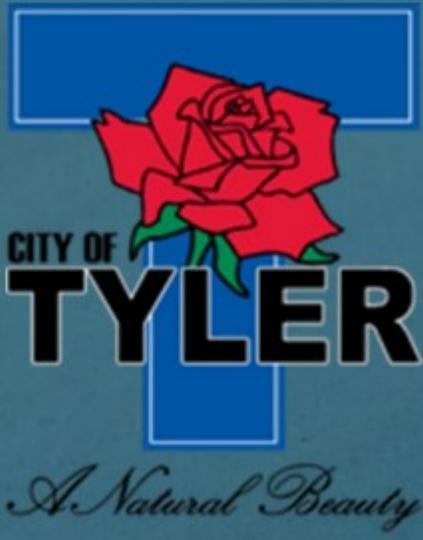
c. Bonds of the State of Texas or a county, city or other political subdivision of the State of Texas having been rated no less than "A" or its equivalent by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

d. d. Letters of credit issued by the United States or its agencies and instrumentalities including the Federal Home Loan Banks. (Ord. No. 0-2009-84, 8/12/09) (Ord. No. 0-2010-121, 11/10/10) (Ord. No. 0-2011-94, 11/9/11) (0-2013-60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-54; 07/12/17)

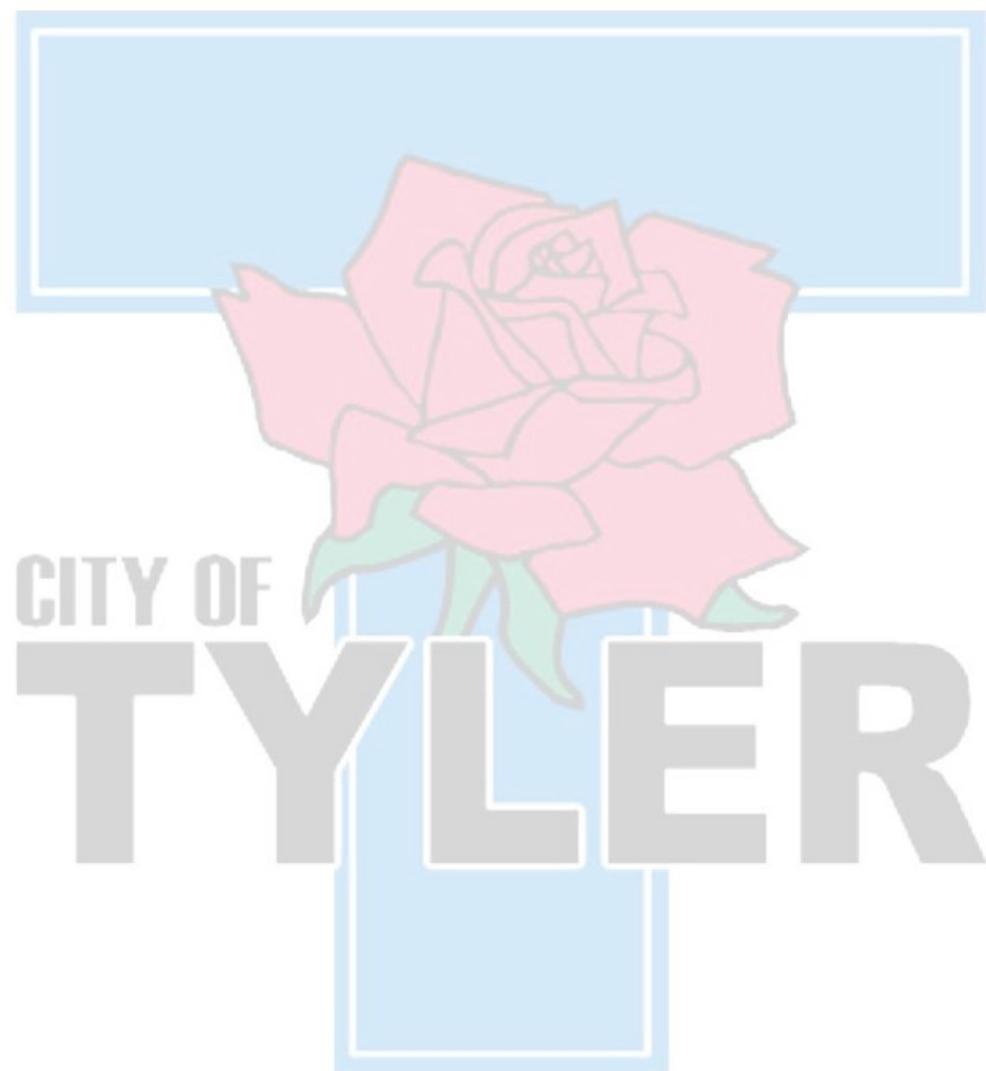
Sec. 2-59. Reserved.



A Natural Beauty



Budget
Summary
All Funds



A Natural Beauty

COMBINED STATEMENT OF REVENUES AND EXPENDITURES- ALL FUNDS

Fiscal Year 2019-2020

Fund	Opening Balance	Revenues	Expenditures	Transfers In / (Transfers Out)	Closing Balance
101 General	11,506,905	72,787,065	69,376,263	(3,410,802)	11,506,905
102 General Capital Projects	311,575	30,552	520,151	212,492	34,468
103 Street Improvements	62,413	6,735	1,546,952	1,546,952	69,148
202 Development Services	1,027,044	1,842,357	1,843,409	(11,868)	1,014,124
204 Cemeteries Operating	81,435	229,639	350,328	211,189	171,935
205 Police Forfeitures	520,290	47,981	185,700	-	382,571
207 Court Special Fees	119,126	652,519	498,066	(1,458)	272,121
208 Economic Development Fund	-	3,300	330,400	350,000	22,900
209 TIF/TIRZ # 2	-	-	-	-	-
211 Motel Tax	6,542,440	3,973,519	2,283,339	(1,858,500)	6,374,120
217 TIF/TIRZ # 4	4,597	1,029	-	-	5,626
218 TIF/TIRZ # 3	413,356	100,144	5,000	-	508,500
219 Tourism and Convention	589,780	662,297	2,601,408	1,801,901	452,570
234 Passenger Facility	38,876	347,390	-	(341,333)	44,933
235 Rainy Day Fund	6,118,715	204,180	100,000	-	6,222,895
236 PEG Fee	920,772	271,040	225,681	-	966,131
240 Fair Plaza	11,594	17,562	28,428	-	728
274 Homeownership and Housing	420	14	-	-	434
276 Housing Assistance	795,977	8,075,692	8,075,751	-	795,918
285 MPO	-	588,625	588,625	-	-
286 Transit System	42,493	3,786,650	4,267,307	463,046	24,882
294 Community Development Grant	113,479	876,656	876,656	-	113,479
295 Home Grant	266,791	380,418	380,418	-	266,791
502 Utilities Operations	9,650,230	41,332,422	30,728,008	(11,042,814)	9,211,830
503 Utilities Construction	8,881,250	150,000	11,767,152	5,500,000	2,764,098
504 Utilities Debt Service	678,151	2,437,080	6,842,525	4,516,436	789,142
505 Utilities Debt Reserve	791,841	15,837	-	-	807,678
524 Airport	459,898	1,726,646	1,759,294	159,984	587,234
560 Solid Waste	2,624,458	14,038,220	12,712,868	(1,709,961)	2,239,849
562 Solid Waste Capital	444,232	8,000	1,335,000	950,000	67,232
575 Storm Water	382,321	1,895,788	1,987,402	(5,921)	284,786
639 Productivity	1,476,726	13,366	3,001,982	1,531,569	19,679
640 Fleet Maintenance/Replacement	5,505,516	10,953,743	11,261,323	(72,933)	5,125,003
650 Property and Liability	1,421,713	1,971,974	2,516,578	(1,880)	875,229
661 Active Employees Benefits	4,944,068	10,629,091	10,325,783	(670)	5,246,706
663 Facilities Maintenance	1,186,402	547,733	1,294,433	226,544	666,246
671 Technology	263,172	4,909,569	5,989,371	986,682	170,052
713 Cemeteries Trust	3,060,045	152,548	-	(112,368)	3,100,225
761 Retired Employees Benefits	180,785	3,059,321	3,059,321	(287)	180,498

Major Revenue Sources

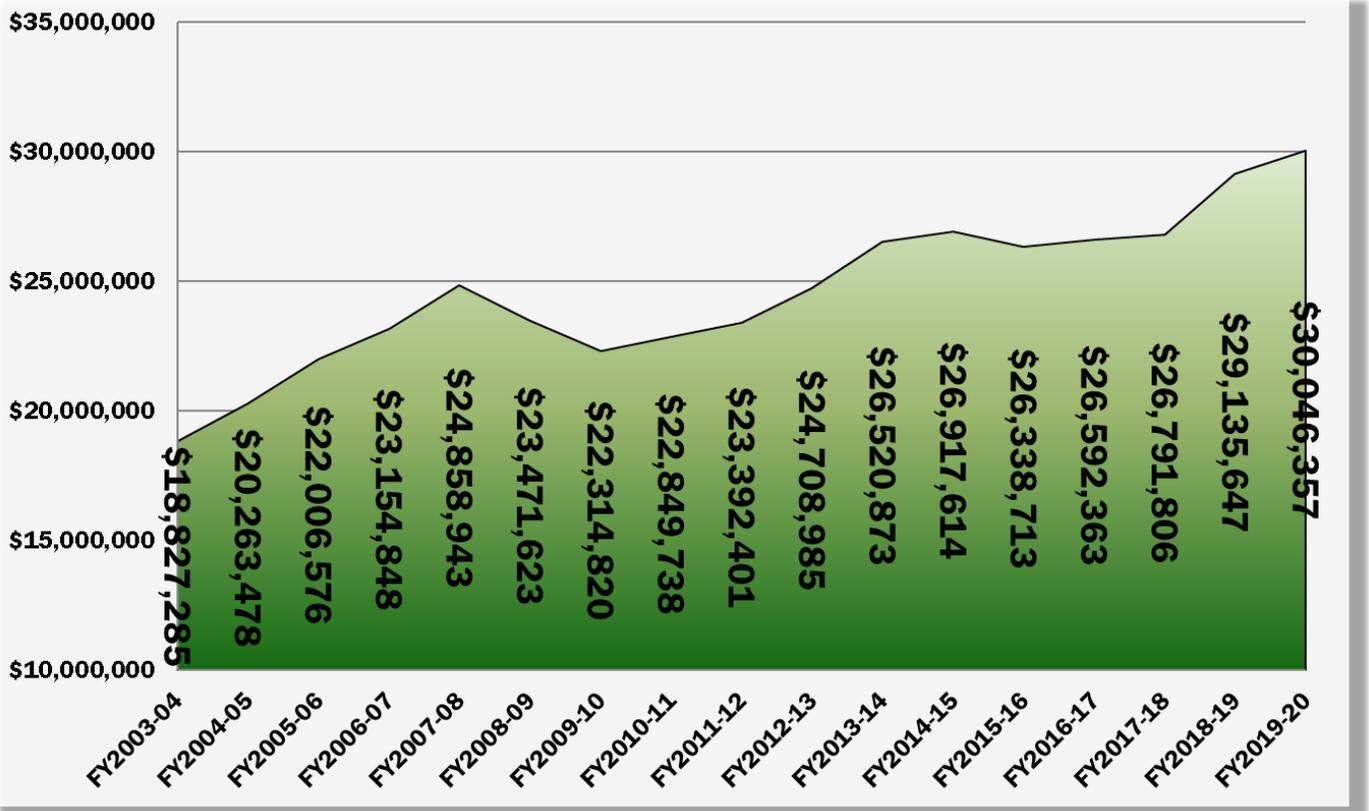
General Fund

As indicated by the chart below, General Fund revenues for FY2019-2020 are projected at \$72,787,065, which is an increase of 5.43 percent over the FY2018-2019 budget of \$69,041,247. The increase is primarily due to increases in property tax values and in Sales tax revenue.

General Fund	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Property Taxes	19,055,432	20,804,425	20,637,166	22,859,193
Franchise Fees	10,821,804	10,922,969	10,752,220	10,925,687
Sales & Use Taxes	29,025,942	29,135,647	30,583,835	30,611,458
Licenses and Permits	466,684	438,404	446,997	517,808
Fines and Penalties	4,405,802	4,110,400	4,057,472	4,102,600
Use of Money and Property	213,442	190,621	284,403	324,075
Current Service Charges	2,346,736	2,408,832	2,395,508	2,387,411
Other Agencies	464,611	541,237	531,369	461,252
Miscellaneous Income	669,005	488,712	599,243	597,581
Total Revenues	67,469,458	69,041,247	70,288,213	72,787,065

Following is a summary of each major revenue category, explaining the basis for projections and reasons for changes.

Sales Tax



Sales tax is the largest of the General Fund’s revenue sources representing 42 percent of the fund’s total revenues. Actual collections for FY2018-2019 are projected

to be above the amount budgeted. The City projects a budget for FY2019-2020 of 0.09 percent above the current year projected collections.

Property Tax

Property tax is the General Fund’s next largest single source of revenue at 31 percent. As indicated in the chart below, taxable values increased over the last 10 years with a slight decline during 2010 due to reductions in commercial property values. In order to maintain current levels of operation, the City increased its current rate by one and one half cent. The current tax rate is .259900 cents per \$100 of valuation. Although the City continued the constrained spending philosophy demonstrated during

the prior fiscal year budget and operating cycle, this proposed tax rate will ensure the City of Tyler is able to maintain current levels of service. The philosophy of City government has been to pay as you go for construction projects. The City paid off all remaining tax supported debt issues in FY2007-2008. This largely facilitated the City’s ability to lower its total property tax rate over the last 10 years.

Fiscal Year	Total Rate	Certified Values	% Change
2009-2010	0.204000	6,700,382,716	-
2010-2011	0.208865	6,667,500,469	-0.49%
2011-2012	0.208865	6,730,580,806	0.95%
2012-2013	0.207708	6,844,942,994	1.70%
2013-2014	0.220000	7,012,396,334	2.45%
2014-2015	0.220000	7,191,673,279	2.56%
2015-2016	0.220000	7,519,723,382	4.56%
2016-2017	0.230000	7,807,290,136	3.82%
2017-2018	0.240000	8,117,880,826	3.98%
2018-2019	0.244452	8,675,367,458	6.87%
2019-2020*	0.259900	9,064,015,823	4.48%

Franchises

Franchise taxes are 15 percent of the total General Fund revenues for FY2019-2020. Electric, gas and water franchises are based on usage and are influenced by the weather during the summer and winter months. The telephone franchise fees have slightly declined in recent

years due to increases in the use of non-traditional phone services such as cell phones and VOIP. Cable franchise collections provide a consistent source of franchise revenue.

Fines and Penalties

Fees and fines are 6 percent of the total General Fund. The City has historically reviewed the revenue collections for major categories and used these values to make future projections. Fines and Penalties is one such category. A more effective and publicized warrant sweep

program has been in place for many years. The court has installed license plate recognition software in the marshal's unit to help with the warrant process. At the end of FY2017-2018 a new electronic ticket system was installed in the courts to help process payments on fines.

Development Services

As indicated by the chart below, Development Services revenues for FY2019-2020 are projected at \$1,842,357, which is an increase from the FY2018-2019 appropriated budget of \$1,683,516. Operating transfers to assist in covering the cost of services have decreased. The Development Services revenue is determined using trend anal-

ysis. In an attempt to more accurately track the revenues and expenditures related to the developments services activities, the City created a separate fund in FY2005-2006. Continued review of the trend analysis will allow the City to adjust fees to match costs related to the service activities provided.

Development Services	Actual	Amended	Projected	Budget
	2017-2018	Budget 2018-2019	2018-2019	2019-2020
Building Permits	1,350,162	852,131	756,101	905,460
Electrical Permits	200,573	165,000	165,000	165,000
Plumbing Permits	124,249	115,000	100,000	115,000
Zoning Permits	59,211	70,000	60,551	69,250
Mechanical Permits	114,310	76,000	105,000	95,000
Cert. of Occupancy Fees	26,522	30,000	27,000	30,000
Local TABC Fee	13,890	24,475	24,475	24,475
Billboard Registration	16,490	18,000	18,000	18,000
Sign Permits	35,660	40,000	35,000	36,000
Contractor License	34,650	45,000	45,000	45,000
House Moving Permits	450	500	-	500
Permits Fee-Clearing	-	250	-	250
Interest Earnings	13,231	10,000	37,179	37,922
Maps, Plans and Specs Fee	-	250	-	-
Copy/Printing Fees	84	100	-	-
Platting Fees	57,747	61,810	61,810	65,000
Misc. Income/Deferred Fees	5,500	-	-	-
Contractor Testing Fees	155,795	160,000	160,000	165,000
Subdivision Plan Review	11,068	15,000	15,000	70,500
CLG Grant	-	-	-	-
Total Revenues	2,219,592	1,683,516	1,610,116	1,842,357

Hotel/Motel Tax

Revenues in the Hotel/Motel Tax Fund are projected to increase 2.63 percent over FY2017-2018 projections. This increase is based on the collection of the seven percent occupancy tax as well as an additional two percent occupancy tax to be used for new or expanded visitor facilities which was approved by the State legislature in

June 2011. Tyler continues to see the addition of new hotels and renovations of hotels within the city limits. Collections are expected to increase as the economy improves. Expenditures to outside agencies remained at the same level as the previous year.

Tourism and Convention Fund

Revenues in the Tourism and Conventions Fund are projected to increase 5.4 percent over FY2019-2020 projections. This increase is due to programing changes at Lib-

erty Hall, and a projected increase due to a Downtown Film Festival. Revenue for rentals and concessions are projected using trend analysis.

Housing Assistance Payments Fund

The Housing Assistance Payments Program (HAPP), Section 8, is one of the largest sources of grant funding for the City of Tyler. The program shows a similar budget in FY2019-2020 compared to the prior fiscal year. This

program provides housing assistance for low-income families. The Tyler program continues to seek additional funding opportunities such as the Family Self Sufficiency, Tenant Protection Program, and the VASH Program.

State and Federal Grant Fund

All state and federal grants are budgeted based on the amount awarded by the outside agency. The major grants awarded in the following fiscal year include the Metro-

politan Planning Organization (MPO) Planning Grant. All grants in this fund are reimbursement type grants.

Transit System Fund

Tyler Transit is a fixed route public transportation system provided by the City of Tyler to its residents. The system is managed by the City of Tyler. Five routes are currently in place with buses operating five days a week. The transportation system also provides paratransit services

for scheduled service utilizing a contractor. Funding for this service is provided through transit fares, matching funds from the City of Tyler, grant funding from the Federal Transportation Administration and the Texas Department of Transportation.

General Debt Service Fund

The City no longer supports any tax supported debt.

Utilities Fund

As indicated by the chart below, Utility Fund revenues for FY2019-2020 are projected at \$41,332,422, which is an increase over the FY2018-2019 budget of \$40,413,019. The major sources of revenue for the Utilities Fund are the Water and Sewer charges. Both revenues are determined through rate studies; a recently com-

pleted rate study indicated a need for increased sewer rates to be phased in over several fiscal years. Also, part of the increase in revenue is due to a \$1.00 base rate increase for water service and \$1.00 base rate increase for sewer service for the FY2019-2020.

Utilities Fund	Actual	Amended	Projected	Budget
	2017-2018	Budget 2018-2019	2018-2019	2019-2020
Use of Money and Property	164,837	92,599	166,098	129,680
Current Service Charges	40,741,601	40,282,605	38,908,863	41,164,927
Miscellaneous Income	45,117	37,815	39,185	37,815
Total Revenues	40,951,555	40,413,019	39,114,146	41,332,422

Utilities Debt Service Fund

The Utilities Debt Service Fund accumulates funds for the semiannual principal and interest payments on all Utility revenue debt. Revenue bond debt as of Oct. 1, 2019 will total \$78,495,000. The current debt service re-

quirement for revenue debt is \$6,827,525 including interest. The City continues to evaluate capital projects to determine funding sources on a yearly basis.

Airport Operating Fund

As indicated by the chart below, Airport Operating revenues for FY2019-2020 are projected at \$1,726,646, which is a increase from the FY2018-2019 budget of \$1,409,742. The major source of revenue for the Airport Operating Fund is the long-term parking and car-leasing rental. Other large sources of revenue include airline fa-

ilities rental and hanger leases. Both revenues are calculated using a similar trend analysis. The airport opened a new wash bay facility for the rental car companies in FY2013-2014. This has helped to add additional revenue. Transfers from the customer facility fund will provide funds for debt service.

	Actual	Amended Budget	Projected	Budget
Airport Operating Fund	2017-2018	2018-2019	2018-2019	2019-2020
Use of Money and Property				
Airline Facilities Rental	\$45,000	\$45,000	\$45,000	\$73,125
Airport Long-Term Parking	523,598	518,620	491,350	742,740
Interest Earnings	5,384	5,000	6,277	7,029
Landing Fees	38,345	52,000	37,561	46,636
Restaurant Concessions	8,860	10,100	10,127	10,630
FAA Building Rental	42,218	42,126	42,381	56,899
Car Leasing Rental	266,626	300,000	269,391	334,800
Agricultural Lease	886	756	810	1,260
Hangar Land Lease	96,478	96,481	96,479	107,136
HAMM	15,000	15,000	15,000	15,000
Common Use Fees	12,194	15,000	13,526	24,011
Wash Bay Fees	24,351	32,000	20,264	32,000
Non Aviation Land Lease	18,620	18,620	18,620	18,620
Current Service Charges				
Airport Fuel Flowage	65,726	64,000	66,522	70,464
Copying Fees	-	39	-	-
Customer Facility Charge	113,692	132,000	103,467	132,000
Advertising Space Fees	23,342	30,000	25,014	26,000
Miscellaneous				
Miscellaneous Income	34,983	32,500	8,700	27,796
Oil Leases and Royalties	-	500	500	500
Total Revenues	\$1,335,303	\$1,409,742	\$1,270,989	\$1,726,646

Solid Waste Fund

The Solid Waste Fund provides for the administration, operation and maintenance of the City's solid waste system that includes collection, recycling and litter control. Revenues for FY2019-2020 are projected at \$14,038,220, which increased over the FY2018-2019 budget of \$13,681,873. The major sources of revenue for the Solid

Waste fund include the residential, commercial and roll-off charges for services. The increase in revenues is derived from an increase in the base collection rate for residential customers based on an annual review of CPI, and an increase in recycling fees due to related increases in costs to process recycled materials.

	Actual	Amended Budget	Projected	Budget
Solid Waste Fund	2017-2018	2018-2019	2018-2019	2019-2020
Use of Money and Property				
Interest Earnings	\$15,499	\$12,050	\$9,180	\$9,171
Misc. Rental Income	11,654	13,062	5,996	13,193
Current Service Charges				
Commercial Collections	4,291,617	4,150,762	4,350,592	4,318,667
Landfill Access Fee	177,585	336,055	330,753	301,476
Residential Collections	6,708,375	6,771,086	6,835,895	6,900,630
Roll-Off Collections	1,657,636	1,627,703	1,788,545	1,660,023
Recycle Sales				
Recycle Sales	87,021	146,182	73,620	77,822

	Actual	Amended Budget	Projected	Budget
Solid Waste Fund (continued)	2016-2017	2017-2018	2017-2018	2018-2019
Miscellaneous				
Miscellaneous Income	27,509	19,485	44,677	84,882
Landfill Royalty Fee	673,972	605,488	675,835	672,356
Total Revenues	\$13,473,283	\$13,681,873	\$14,115,093	\$14,038,220

Storm Water Fund

The Storm Water Fund, created in FY2017-2018, is responsible for the maintenance, management, and regulatory compliance of the storm water system. This reve-

nue is collected as a percentage of water charges and is restricted for use for storm drainage improvements.

	Actual	Amended Budget	Projected	Budget
Storm Water Fund	2017-2018	2018-2019	2018-2019	2019-2020
Current Service Charges	1,875,155	1,851,610	1,803,683	1,881,788
Use of Money and Property	8,434	-	27,990	14,000
Total Revenues	1,883,589	1,851,610	1,831,673	1,895,788

Positions Summary All Funds

FY2019-2020

Full Time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
General Services					
City Manager	2.00	2.00	2.00	2.00	2.00
Communications	3.90	3.93	3.47	3.47	3.47
Engineering	4.06	4.06	4.45	4.45	4.45
Finance	10.00	9.75	9.75	9.75	9.75
Fire Department	161.00	161.00	160.00	162.00	162.00
Human Resources	7.10	7.60	7.60	7.60	7.60
Animal Services	15.00	15.00	15.00	15.00	15.00
Legal	8.00	8.00	8.00	8.00	8.00
Library	16.00	16.00	17.00	18.00	18.00
Municipal Court	15.00	15.00	15.00	15.00	15.00
Municipal Security	3.00	3.00	3.00	3.00	3.00
Municipal Partners for Youth	4.00	4.00	4.00	4.00	4.00
Parks and Recreation	19.20	17.20	17.18	17.18	17.18
Parks and Recreation - Indoor Recreation	7.00	7.00	7.00	7.00	7.00
Parks and Recreation - Median Maint.	5.00	5.00	5.00	5.00	5.00
Parks and Recreation - Outdoor Recreation	1.00	1.00	1.00	1.00	1.00
Police Department - Auto Theft Task Force	1.00	1.00	1.00	1.00	1.00
Police Department - COPPS Grant	4.00	4.00	4.00	4.00	4.00
Police Department - Operations	240.00	239.00	239.00	241.00	241.00
Street	28.00	28.00	28.00	28.00	28.00
Traffic Engineering	11.76	11.76	11.76	11.76	11.76
General Services Total	566.02	563.30	563.21	568.21	568.21
Development Services					
Building Inspections	12.00	12.00	12.00	12.00	12.00
Planning and Zoning	7.00	7.00	7.00	7.00	7.00
Development Services Total	19.00	19.00	19.00	19.00	19.00

Positions Summary All Funds

FY2019-2020

Full Time Positions (continued)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Utilities Fund					
Lake Tyler	10.00	9.00	9.00	9.00	9.00
Storm Water Management	14.93	14.00	13.86	13.86	13.86
Wastewater Collection	22.00	25.00	26.00	26.00	26.00
Wastewater Treatment	29.00	30.00	30.00	30.00	30.00
Water Administration	8.00	8.00	8.00	8.00	8.00
Water GIS	5.00	5.00	6.00	6.00	6.00
Water Business Office	17.00	18.00	19.00	19.00	19.00
Water Distribution	30.00	31.00	33.00	33.00	33.00
Water Plant	27.00	27.00	28.00	28.00	28.00
Utilities Fund Total	162.93	167.00	172.86	172.86	172.86
Solid Waste Fund					
Solid Waste Administration	6.00	6.50	7.00	7.00	7.00
Solid Waste Code Enforcement	8.00	9.00	9.00	9.00	9.00
Solid Waste Commercial	12.00	13.00	14.00	16.00	16.00
Solid Waste Keep Tyler Beautiful	1.00	1.00	1.00	1.00	1.00
Solid Waste Residential	32.00	33.00	32.00	30.00	30.00
Solid Waste Fund Total	59.00	62.50	63.00	63.00	63.00
Airport Fund					
Airport	11.00	11.00	11.00	11.00	11.00
Airport Fund Total	11.00	11.00	11.00	11.00	11.00
Other Funds					
Cemeteries	3.00	3.00	2.00	2.00	2.00
Community Development	4.45	5.30	4.30	4.30	4.30
Fleet Maintenance	14.00	15.00	15.00	15.00	15.00
FSS Homeownership	1.00	1.00	1.00	1.00	1.00
HOME	0.85	0.50	1.50	1.50	1.50
Housing	9.70	10.20	10.20	10.20	10.20
MPO	1.00	-	-	-	-
Productivity	3.00	3.00	3.00	3.00	3.00
Property and Facility Management	2.25	2.25	2.00	2.00	2.00
Property, Liability, Disability and Workers Compensation	1.40	1.40	1.40	1.40	1.40
Employee Benefits	0.30	-	-	-	-
Retiree Benefits	0.20	-	-	-	-
Technology Services	10.00	11.00	12.00	13.00	13.00
Tourism - Main Street	4.00	4.00	4.76	4.76	4.76
Tourism - Rose Garden Center	2.00	2.00	4.00	4.00	4.00
Tourism - Visitor's Facility	4.90	4.80	5.52	5.52	5.52
Tourism - Rose Garden Maintenance	7.00	7.00	7.00	7.00	7.00
Transit	26.00	26.75	27.25	27.25	27.25
Other Funds Total	95.05	97.20	100.93	101.93	101.93
Total Full Time Positions	913.00	920.00	930.00	936.00	936.00

Positions Summary All Funds

FY2019-2020

Part Time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
General Services					
Library	19.00	19.00	16.00	14.00	14.00
Parks and Recreation - Indoor Recreation	3.00	3.00	3.00	3.00	3.00
Parks and Recreation - Outdoor Recreation	1.00	1.00	1.00	1.00	1.00
Police Department - Operations	1.00	1.00	1.00	1.00	1.00
Traffic Engineering	2.00	2.00	2.00	2.00	2.00
General Services Total	26.00	26.00	23.00	21.00	21.00
Other Funds					
Property, Liability, Disability and Workers Compensation	1.00	1.00	1.00	1.00	1.00
Tourism - Visitor's Facility	2.00	2.00	2.00	2.00	2.00
Other Funds Total	3.00	3.00	3.00	3.00	3.00
Total Part Time Positions	29.00	29.00	26.00	24.00	24.00

Positions Summary All Funds

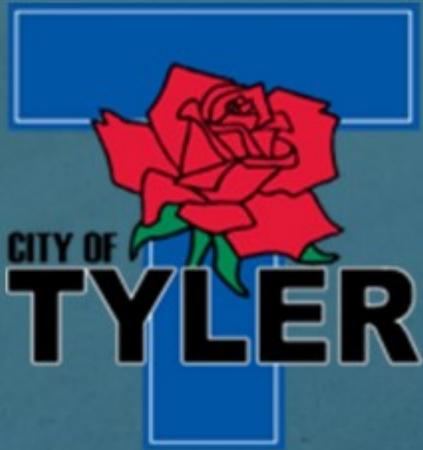
FY2019-2020

Substitute/Temporary Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
General Services					
Library	6.00	6.00	7.00	8.00	8.00
Parks and Recreation - Outdoor Recreation	31.00	31.00	31.00	31.00	31.00
Traffic Engineering	40.00	40.00	40.00	40.00	40.00
General Services Total	77.00	77.00	78.00	78.00	78.00
Other Funds					
Tourism - Visitor's Facility	1.00	1.00	1.00	1.00	1.00
Transit	6.00	6.00	6.00	6.00	6.00
Other Funds Total	7.00	7.00	7.00	7.00	7.00
Total Substitute/Temporary Positions	84.00	84.00	85.00	85.00	85.00

Total Combined Revenue and Expenditures of All Fund

Fiscal Year 2019-2020

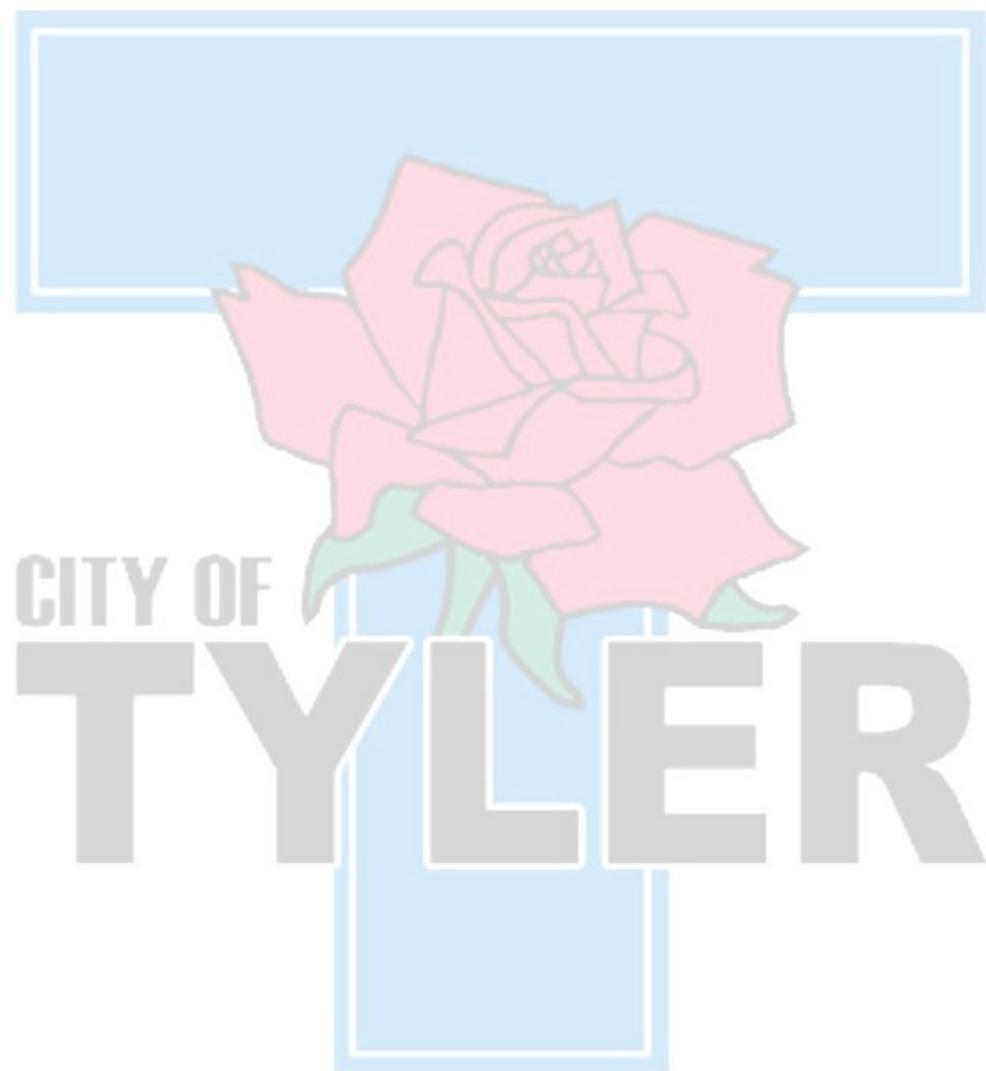
	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Revenues				
Property Taxes	19,146,039	20,895,930	20,728,671	22,953,858
Current Service Charges	74,027,969	74,375,920	73,566,852	77,538,926
Franchise Fees	11,749,872	11,796,374	11,683,272	11,853,893
General Sales Taxes	32,530,721	32,696,110	34,412,738	34,478,650
Licenses and Permits	2,446,051	1,880,260	1,787,674	2,035,193
Fines and Penalties	5,125,706	4,666,400	4,933,634	4,792,100
Income from other Agencies	12,077,376	15,305,911	13,307,229	13,926,898
Use of Money and Property	2,489,108	2,191,996	2,911,364	3,350,502
Miscellaneous Income	17,884,364	19,928,146	19,021,233	19,714,029
Transfer In	17,803,681	16,147,632	19,593,795	16,651,307
Total Revenues	195,280,887	199,884,679	201,946,462	207,295,356
Expenditures				
General Government	7,146,197	6,967,485	6,966,522	7,634,165
Public Safety	44,000,880	46,142,672	45,753,853	47,828,030
Public Services	5,839,083	6,533,883	5,857,170	6,589,359
Library	1,453,000	1,497,971	1,469,554	1,609,891
Parks & Recreation	3,525,058	3,663,468	3,554,560	3,924,039
Municipal Court	1,345,612	1,504,448	1,419,100	1,790,779
General Capital Projects	762,417	433,869	358,811	520,151
Street Improvement	669,735	842,509	842,500	1,546,952
Development Services	1,668,767	1,769,765	1,660,527	1,843,409
Hotel/Motel Tax	996,886	1,251,950	949,304	2,283,339
Tourism & Convention	2,237,208	2,780,441	2,681,250	2,601,408
Neighborhood Services	8,973,714	10,768,305	9,309,743	9,332,825
Transit	2,832,625	4,590,459	3,451,423	4,267,307
MPO	381,335	467,910	588,625	588,625
Parking Garage	57,255	47,514	35,272	28,428
Utilities System	28,941,101	41,184,574	34,933,026	42,495,160
Utilities Debt Service	5,036,150	5,722,718	5,719,718	6,858,362
Airport	1,494,358	1,580,013	1,497,128	1,759,294
Solid Waste	12,479,704	13,424,383	13,606,367	14,047,868
Storm Water Fund	1,827,604	2,861,000	2,725,021	1,987,402
Special Revenue Funds	914,978	1,324,603	1,112,948	1,695,175
Internal Service Funds	29,676,843	36,557,846	31,791,290	37,448,791
Transfer Out	18,637,496	17,611,875	21,058,039	18,682,654
Total Expenditures	180,898,006	209,529,661	197,341,751	217,363,413
Net	14,382,881	-9,644,982	4,604,711	-10,068,057



CITY OF
TYLER

A Natural Beauty

General Fund



A Natural Beauty

GENERAL FUND (101)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserved Fund Balance	\$2,036,138	\$2,943,670	\$2,943,670	\$1,753,791
Operating Reserve	9,067,745	9,496,475	9,496,475	9,753,114
Beginning Fund Balance / Working Capital	11,103,883	<u>12,440,144</u>	<u>12,440,144</u>	<u>11,506,905</u>
Revenues				
Property Taxes	19,055,432	20,804,425	20,637,166	22,859,193
Franchises	10,821,804	10,922,969	10,752,220	10,925,687
Sales & Use Taxes	29,025,942	29,135,647	30,583,835	30,611,458
Licenses & Permits	466,684	438,404	446,997	517,808
Fines & Penalties	4,405,802	4,110,400	4,057,472	4,102,600
Use of Money & Property	213,442	190,621	284,403	324,075
Current Services	2,346,736	2,408,832	2,395,508	2,387,411
Other Agencies	464,611	541,237	531,369	461,252
Miscellaneous	669,005	488,712	599,243	597,581
Total Revenues	67,469,458	<u>69,041,247</u>	<u>70,288,213</u>	<u>72,787,065</u>
Expenditures				
General Government	7,146,197	6,967,485	6,966,522	7,634,165
Police	26,303,184	27,841,489	27,551,580	28,605,011
Police Grants	184,273	260,123	246,078	200,660
Fire	17,513,423	18,041,060	17,956,195	19,022,359
Public Services	5,839,083	6,533,883	5,857,170	6,589,359
Parks and Recreation	3,525,058	3,663,468	3,554,560	3,924,039
Library	1,453,000	1,497,971	1,469,554	1,609,891
Municipal Court	1,345,612	1,504,448	1,419,100	1,790,779
Total Expenditures	63,309,830	<u>66,309,927</u>	<u>65,020,759</u>	<u>69,376,263</u>
(Transfer Out)	(2,406,579)	(6,159,586)	(6,200,693)	(3,410,802)
General Capital Projects (102)	(391,635)	(226,958)	(263,468)	(212,492)
Street Improvement Fund (103)	(788,567)	(745,883)	(745,883)	(1,546,952)
Cemetery (204)	(200,000)	(200,000)	(200,000)	(100,000)
TIF/ TIRZ #4 (217)	-	-	(4,597)	-
Economic Development Fund (208)	-	-	-	-
Transit (286)	(471,356)	(463,046)	(463,046)	(463,046)
Property Facility (663)	(226,305)	(281,068)	(281,068)	(101,305)
Productivity Fund (639)	(135,312)	(1,049,227)	(1,049,227)	(687,007)
Technology Admin (671)	(193,404)	(193,404)	(193,404)	(300,000)
Rainy Day Fund (235)	-	(3,000,000)	(3,000,000)	-
Unreserved Fund Balance	2,943,670	(934,611)	1,753,791	1,100,466
Operating Reserve	9,496,475	9,946,489	9,753,114	10,406,439
Ending Fund Balance / Working Capital	\$12,440,144	<u>\$9,011,878</u>	<u>\$11,506,905</u>	<u>\$11,506,905</u>

GENERAL FUND REVENUES

FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Property Taxes				
Current	\$18,728,536	\$20,506,398	\$20,323,674	\$22,545,337
Delinquent	167,242	169,665	148,907	164,356
Penalty and Interest	159,654	128,362	164,585	149,500
Total Property Taxes	19,055,432	20,804,425	20,637,166	22,859,193
Franchises				
Power and Light	4,677,282	4,774,481	4,765,025	4,853,330
Natural Gas	1,023,835	968,732	1,060,702	1,058,298
Telephone	744,924	737,098	732,362	472,459
Cable Television	1,275,958	1,346,248	1,274,861	1,259,958
Commercial Waste Hauler	937,974	950,016	966,351	995,234
Water and Sewer Franchise	2,161,831	2,146,394	1,952,919	2,286,408
Total Franchises	10,821,804	10,922,969	10,752,220	10,925,687
Sales and Use Taxes				
Sales Taxes	28,494,304	28,628,510	30,046,357	30,046,357
Mixed Drink Taxes	506,039	477,137	511,878	539,501
Bingo Taxes	25,599	30,000	25,600	25,600
Total Sales and Use Taxes	29,025,942	29,135,647	30,583,835	30,611,458
Licenses and Permits				
Parking Meters	102,405	103,404	91,404	182,808
Wrecker Permits	3,910	2,000	4,205	2,000
Taxi	-	-	-	-
Burglar Alarms	360,369	333,000	351,388	333,000
Total Licenses and Permits	\$466,684	\$438,404	\$446,997	\$517,808
Fines & Penalties				
Moving Violations	\$2,446,537	\$2,280,000	\$2,213,229	\$2,280,000
Tax Fees	150,344	140,000	127,852	158,200
Arrest Fees	127,435	115,000	113,360	115,000
Administrative Fees	115,369	114,000	102,289	88,000
Warrant Fees	284,211	264,000	219,782	264,000
Child Safety	157,840	132,000	147,237	132,000
Teen Court Fees	30	-	-	-
Court Security	(3)	-	-	-
Miscellaneous Court	27,591	24,000	56,118	24,000
Time Payment Fees	(325)	-	-	-
Special Court Fees	838,379	744,000	878,900	775,000
Collection Firm Fees	95,310	108,000	109,927	180,000
Court Fee - Clearing	(296)	-	-	-
Partners for Youth	(225)	-	-	-
Omnibase Program	21,288	30,000	18,742	20,000
Parking Fines	111,059	126,000	51,520	48,000
Scofflaw	21,597	25,000	10,840	10,000
Animal Fines	9,661	8,400	7,676	8,400
Total Fines and Penalties	4,405,802	4,110,400	4,057,472	4,102,600

GENERAL FUND REVENUES - CONTINUED

FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Use of Money and Property				
Glass Center Rental	16,967	26,200	17,161	30,800
Senior Citizen Rental	6,425	6,775	5,365	6,775
Miscellaneous Rent	21,143	31,000	11,038	31,000
Bergfeld Rental	38	-	-	-
Ballfield Concessions	2,600	4,000	2,600	2,600
Glass Rec Concessions	1,091	850	1,131	850
Interest Earnings	165,178	121,796	247,108	252,050
Total Use of Money and Property	213,442	190,621	284,403	324,075
Current Services				
Swimming Pool	1,665	1,570	1,665	1,665
Fire Inspection	82,568	112,000	105,000	80,000
Lot Mowing	29,464	35,000	35,000	35,000
Glass Membership	41,584	42,000	48,099	49,700
Copying Fees	21,379	20,000	19,995	20,000
Utility Cuts	132,000	132,000	132,000	132,000
Library Non Resident Fees	25,006	20,000	22,000	22,222
Library Lost Books	3,223	2,400	3,000	2,400
Library Fines	31,189	33,558	33,558	32,200
Non Resident Internet Use	4,538	4,000	4,000	4,000
Open Records	37,307	33,000	35,631	33,000
Overhead Reimbursement - Fund 219	46,633	47,566	47,566	47,566
1/2 Cent Administration Costs	175,000	175,000	175,000	175,000
Overhead Reimbursement - Fund 502	1,306,511	1,332,641	1,332,641	1,332,641
Overhead Reimbursement - Fund 560	241,909	246,747	246,747	246,747
Softball Fees	-	-	-	-
Volleyball Fees	2,100	1,750	2,045	1,750
Tournament Fees	570	-	8,119	8,120
Other Sports Fees	325	5,000	5,655	5,000
Field Rental	5,000	-	-	-
Field Maintenance	71,548	71,000	58,605	75,000
Recreation Classes/Events	50,128	45,000	46,854	48,000
Animal Shelter Fees	37,089	48,600	32,328	35,400
Total Current Services	\$2,346,736	\$2,408,832	\$2,395,508	\$2,387,411
Other Agencies				
State Government	9,934	20,000	30,213	20,000
DEA Task Force (Gang Grant)	23,811	25,000	24,459	-
Pr Yr. Inc. fm Restitution	11	1,500	1,130	-
Auto Theft Task Force	111,466	110,075	106,462	112,000
School Crossing Guards	230,567	240,662	240,662	236,452
Comprehensive Traffic	58,940	60,000	44,193	64,000
County - Haz Mat	3,750	5,000	6,250	5,000
Justice Assistance 2014-2015	24,000	78,000	78,000	22,800
US Marshal	2,132	1,000	-	1,000
Total Other Agencies	464,611	541,237	531,369	461,252

GENERAL FUND REVENUES - CONTINUED

FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Miscellaneous				
Miscellaneous	272,896	159,712	164,009	160,712
Unclaimed Property Revenue	25,592	15,000	9,788	15,000
Return Checks	538	-	600	600
Junk Vehicle Revenue	811	-	-	-
Methane Gas Sales	353,568	300,000	410,946	407,269
Funeral Escorts	15,600	14,000	13,900	14,000
Total Miscellaneous	669,005	488,712	599,243	597,581
Total General Fund Revenues	\$67,469,458	\$69,041,247	\$70,288,213	\$72,787,065

GENERAL FUND EXPENDITURES

FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
General Government				
General Government	\$605,755	\$681,326	\$691,507	\$730,868
Outside Agencies	386,535	281,035	281,035	421,035
GF Non-Dept Exp	3,349,185	2,888,145	2,972,145	3,212,155
Innovation and Economic Development	73,325	121,368	82,891	7,373
Finance	1,121,874	1,247,951	1,245,028	1,292,395
Legal	976,707	1,017,384	973,121	1,032,607
Communications	143,625	180,928	173,655	454,519
Human Resources	489,191	549,348	547,140	483,213
Total General Government	7,146,197	6,967,485	6,966,522	7,634,165
Public Safety				
Police Services	26,303,184	27,841,489	27,551,580	28,605,011
Auto Theft Task Force	126,528	137,123	126,682	132,860
L.E. Education Grant	9,934	20,000	16,937	20,000
Justice Assistance 2013-2014 (Gang Grant)	24,000	78,000	78,000	22,800
Justice Assistance 2015-2016	23,811	25,000	24,459	25,000
Fire Services	17,513,423	18,041,060	17,956,195	19,022,359
Total Public Safety	44,000,880	46,142,672	45,753,853	47,828,030
Public Services				
Engineering Services	203,337	402,840	289,108	534,370
Streets	2,214,292	2,462,881	2,243,840	2,507,681
Traffic Operations	2,315,741	2,585,232	2,331,183	2,408,542
Animal Services (Shelter and Vector)	1,105,713	1,082,930	993,039	1,138,766
Total Public Services	5,839,083	6,533,883	5,857,170	6,589,359
Parks & Recreation				
Administration	2,453,369	2,403,511	2,415,884	2,675,377
Indoor Recreation	531,653	554,308	556,701	579,198
Outdoor Recreation	156,093	294,044	235,996	230,064
Median Maint/Arborist	383,943	411,605	345,979	439,400
Total Parks & Recreation	3,525,058	3,663,468	3,554,560	3,924,039
Library	1,453,000	1,497,971	1,469,554	1,609,891
Municipal Court	1,345,612	1,504,448	1,419,100	1,790,779
Total General Fund Expenditures	\$63,309,830	\$66,309,927	\$65,020,759	\$69,376,263

City Council

Service Point Focus

The City of Tyler operates under a Council-Manager form of government and consists of an at-large mayor and six single member district Council members. The Mayor is elected at large by a Plurality vote and the six single member district Councilmembers are elected by majority vote. Each Member is a resident of his/her District.

The Mayor and the City Council are elected for two year terms and receive no monetary Compensation for their services on the City Council. The Mayor Represents the City at official functions, appoints advisory committees, and serves as a liaison with governmental agencies and civic groups.

The Mayor and Council members function as the policy-making body of the City's Government, determining the overall goals, objectives, direction and oversight for City services; and adopting the annual operating budgets for all City departments. The City Council meets on the second and fourth Wednesday of each month at 9 a.m. in the City Council Chambers on the second floor of City Hall, located at 212 North Bonner Avenue.



City Manager

Service Point Focus

As the “nerve center” for the City of Tyler, the City Manager’s Office provides managerial oversight for daily operations and leadership management across all departments to sustain competitive improvements in both the quality and cost of all services delivered by the City of Tyler. This office is also responsible for internal auditing.

City Manager Edward Broussard brings more than 20 years of managerial and leadership experience to Tyler’s government. He provides daily guidance to key leaders and department leaders in order to effectively ensure implementation of the best business practices and prudent use of taxpayer funds.

Service Point Expenditures - General Government

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	335,036	333,294	395,289	384,969
Supplies and Services	115,350	168,817	117,824	134,389
Sundry	76,245	86,007	92,176	121,882
Utilities	61,793	71,600	64,610	67,350
Maintenance	17,331	21,608	21,608	22,278
Total Appropriations	605,755	681,326	691,507	730,868

Service Point Expenditures - Outside Agencies

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Sundry	386,535	281,035	281,035	421,035
Total Appropriations	386,535	281,035	281,035	421,035

Service Point Expenditures - Non Departmental Expenses

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,868,775	2,101,938	2,101,938	2,101,938
Supplies and Services	39,613	50,000	25,000	40,000
Sundry	1,736,100	1,064,923	2,087,838	1,070,217
Total Appropriations	3,644,488	3,216,861	4,214,776	3,212,155

Service Point Employees - General Government

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
City Manager	1.00	1.00	1.00	1.00	1.00
2, 13, 14) Assistant City Manager	-	-	-	-	-
15) Executive Assistant	1.00	1.00	1.00	1.00	1.00
Total Department	2.00	2.00	2.00	2.00	2.00

1) Title change from Deputy City Manager to City Manager Designate during FY 2007-2008

2) Title change from City Manager Designate to Assistant City Manager during FY 2008-2009

3) One position upgraded from Clerical Specialist to Administrative Assistant during FY 2007-2008

Position transferred from Productivity Fund to General Fund during FY 2007-2008

4) Title change from Administrative Secretary to Executive Secretary during FY 2008-2009

5) Title change from Business Services Manager to Director of Budget and Human Resources during FY 2007-2008.

6) Communications Director position transferred to Communications for FY 2008-2009

7) Marketing/PR Specialist position transferred to Communications for FY 2008-2009

8) Redevelopment Specialist position transferred to Neighborhood Services and title changed to Housing Eligibility Specialist

9) Senior Eligibility Analyst title changed to Project Manager and transferred from Neighborhood Services to City Managers Office

10) Project Manager position transferred to the Parks Department and title changed to Parks and Recreation Director.

11) Director of Budget and Human Resource position moved to HR

12) Internal Auditor position moved to Productivity fund

13) Assistant City Manager position eliminated FY 2011-2012

14) Assistant City Manager unfrozen FY 12-13. Position transferred to Communications FY 2015-2016

15) Executive Secretary reclassified to Executive Assistant FY 13-14

Finance

The Finance Department provides several critical support services including general accounting, processing all payments to vendors, debt service management, banking and investments, grant accounting, maintaining fixed asset records, and processing payroll.

Areas of service include:

- Processing and disbursement of all payments;
- Managing all investments;
- Monitoring and recording all revenues;
- Preparing and publishing financial reports;
- Developing and monitoring internal control processes;
- Providing assistance to internal and external auditors;
- Managing bonded indebtedness;
- Providing budget support to all departments;
- Preparing and maintaining fixed assets records;
- Grant accounting and financial analysis;
- Liaison to underwriters, investors, trustees, and other parties in the sale of bonds;

- Processing and disbursement of payroll and related liabilities; and,
- Benefit analysis and administration.

Accomplishments for 2018-2019

- Achieving 33st consecutive Certificate of Achievement for Excellence in Finance from the Government Finance Officers Association of the United States and Canada;
- Achieving 13th consecutive Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada;

Goals for fiscal year 2019-2020

- Review and implementation of all appropriate accounting standards
- Retain AAA bond rating for GO debt and improve Utility System Revenue bond rating from AA to AAA

Service Point Expenditures - Finance

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	621,298	693,720	711,782	712,089
Supplies and Services	164,210	197,310	176,884	206,499
Sundry	336,310	356,221	356,220	373,107
Utilities	56	500	142	500
Maintenance	-	200	-	200
Total Appropriations	1,121,874	1,247,951	1,245,028	1,292,395

Service Point Employees - Finance

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
6) Chief Financial Officer	1.00	1.00	1.00	1.00	1.00
8 & 9) Accounting Manager	1.00	1.00	1.00	1.00	1.00
4) & 5) & 7) & 8) & 9) & 10) Accountant	2.00	2.00	2.00	2.00	2.00
3) Accounting Technician	2.00	2.00	2.00	2.00	2.00
Senior Accounting Technician	1.00	1.00	1.00	1.00	1.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Accounts Payable Manager	1.00	1.00	1.00	1.00	1.00
Treasury Manager	1.00	0.75	0.75	0.75	0.75
10) Budget Officer	-	-	-	-	-
Total Department	10.00	9.75	9.75	9.75	9.75

3) Upgraded one Accounting Technician to Accounting Manager during FY 2006-2007

4) During FY 2009-2010 Temporary downgraded one Accountant position to Part-time Accountant to be reviewed in one year

5) Accountant III downgraded to Accountant FY 2006-2007

6) FY 2007-2008 Title change to CFO

* Accountant I dropped from Budget Book because it has not been authorized since FY 2003-2004

7) Reclassified Financial Analyst to Accountant f/y 11-12

8) Downgraded Accounting Manager to Accountant f/y 11-12

9) Laborer from Solid Waste Residential moved to Finance and reclassified to Accounting Manager during FY 13-14

10) One accountant reclassified to Budget Officer during FY 13-14.

10) One accountant added FY 15-16. One account position 25% paid by Transit FY 15-16

11) One Accounting Tech reclassified to Payroll Technician FY 15-16

12) One Accountant reclassified to Treasury Manager FY 5-16; salary split 75% Finance 25% Transit FY 16/17

Legal Services

It is the mission of the City Attorney's Office to provide quality legal services to the City of Tyler so that it can govern lawfully and efficiently with the highest level of integrity so that it may serve the citizens of Tyler more effectively. Legal and City Clerk staff members provide support services, including the following:

Areas of service include:

- Formal and informal legal opinions, including legal advice and counsel to Mayor, City Council, City Manager and City Departments;
- Oversee Municipal Court prosecution; and,
- Attend City Board meetings.
- Ensure compliance with State open meetings law;
- Review of public information requests and subpoenas;
- Document/Contract review;
- Document creation including policies, contracts, and code amendments;
- City Code review and maintenance;
- Prosecution of municipal issues;
- Defense and coordination of lawsuits;

- Permanent records management, preservation and storage; and,
- Municipal/joint elections coordination

Accomplishments for 2018-2019

- City Clerk received Texas Registered Municipal Clerk's Certification
- FOG ordinance creation
- Smoking ordinance amendment

Goals for fiscal year 2019-2020

- Continued collaboration with Municipal Court to improve service to citizens
- Continued collaboration with Water Administration to follow and complete Consent Decree requirements
- Bring Council Chambers to ADA compliance
- Redistrict following the 2020 Census
- Expand City Clerk functions and improve department organization

Service Point Expenditures - Legal

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	801,104	837,852	821,069	842,482
Supplies and Services	122,863	122,155	95,472	137,607
Sundry	46,858	48,278	48,278	51,419
Utilities	19	260	253	260
Maintenance	327	839	826	839
Capital Outlay	5,536	8,000	7,223	-
Total Appropriations	976,707	1,017,384	973,121	1,032,607

Service Point Employees - Legal

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
City Attorney	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00	1.00
3, 4, 5, &7) Assistant City Attorney	2.00	2.00	2.00	2.00	2.00
6) Legal Secretary	-	-	-	-	-
Assistant to City Attorney	1.00	1.00	1.00	1.00	1.00
Legal/Risk/City Clerk Secretary	1.00	1.00	1.00	1.00	1.00
Senior Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
Total Department	8.00	8.00	8.00	8.00	8.00

1) Title change from Risk Analyst to Legal/Risk/City Clerk Secretary during FY 2008-2009

2) Support Services Technician I moved to Risk Fund FY 2010-2011

3) Assistant City Attorney moved from Risk Fund to Legal Fund for FY 11-12, 12-13

4) Assistant City Attorney reclassified to Attorney of Counsel FY 12-13

5) Attorney of Counsel reclassified to Assistant City Attorney during FY 13-14

6) Legal Secretary reclassified to Assistant City Attorney during FY 15-16

7) Added one Assistant City Attorney FY 15-16

Communications Department

Service Point Focus

The Communications Department works with all City departments and the City Council to provide current information to citizens about services and programs to enhance transparency in local government. The Communications Department keeps Tyler residents informed by utilizing media placements, the City of Tyler website, City of Tyler Government Access Channel (Suddenlink-Channel 3), various social networking sites, printed and electronic publications, advertisements and grassroots communications by placing the Mayor, City Council and City staff at a myriad of speaking engagements throughout the City. The Communications Department is also responsible for:

- Creating and implementing strategic communications plans;
- Developing and implementing action plans to promote the City brand;
- Submitting articles to local and statewide publications;
- Training staff in other City departments to maintain digital content;
- Maintaining and updating the programming for Tyler TV 3;
- Distributing press releases to all local media outlets;
- Acting as a liaison between media outlets and City staff;
- Coordinating with Mayor, City Council Members and City staff to have a City presence at community events;
- Updating the City's news site and social networking sites;
- Producing and distributing an annual report to citizens of Tyler;
- Planning and marketing special events;
- Approving and editing City publications for all departments;
- Writing and distributing digital publications;
- Providing media training to City employees.

Service Point Expenditures - Communications

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	78,509	105,135	98,338	366,447
Supplies and Services	45,354	53,047	53,071	61,467
Sundry	19,533	22,246	22,246	26,055
Utilities	1	-	-	15
Maintenance	228	500	-	535
Total Appropriations	143,625	180,928	173,655	454,519

Service Point Employees - Communications

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
12) Assistant City Manager	0.90	-	-	-	-
14, 19) Communications Manager	-	0.93	-	-	-
Director of Marketing and Communications	-	-	0.47	0.47	0.47
17)Liberty Hall Manager	1.00	-	-	-	-
Downtown Operations Coordinator	-	1.00	1.00	1.00	1.00
2, 18) SR Marketing/PR Specialist	1.00	1.00	1.00	1.00	1.00
11) Senior Public Relations Specialist	-	-	-	-	-
15,16)IT Specialist/Channel 3 Tech	1.00	-	-	-	-
16) Multi-Media Specialist	-	1.00	1.00	1.00	1.00
Total Department	3.90	3.93	3.47	3.47	3.47

- 1) Communications Director position transferred from City Manager for FY 2008-2009 with 7% paid by Stormwater
- 2) Marketing/PR Specialist position transferred from City Manager for FY 2008-2009
- 3) Capital Projects Coordinator Position Transferred From Engineering Department during FY 2008-2009
- 4) Capital Project Coordinator position transferred from Engineering to Communications and title change from Capital Project Coordinator to Lean Sigma Master Black Belt during FY 2008-2009
- 5) Lean Sigma Black Belt position transferred to Productivity Fund for FY 2009-2010
- 6) Graphics Technician position transferred from Library FY2010-2011
- 7) Graphics Technician Frozen for FY 2010-2011
- 8) Part-time Graphics Technician position eliminated during FY 2011-2012
- 9) Communications Director title change to Director of External Relations Organization Development FY 2010-2011
- 10) Director of External Relations Org Dev. Title change to Managing Director of External Relations FY 2011-2012
- 11) Managing Director of External Relations downgraded to Senior Public Relations Specialist FY 12-13
- 12) Assistant City Manger position 10% paid by Tourism-Visitors facility FY 2015-2016. Reclassified to Director of Utilities FY 16-17
- 13)Added one Unpaid Intern FY 15-16. Unpaid Intern closed FY 16-17
- 14)One SR Public Relations Specialist/Grantwriter reclassified to Communications Manager FY 16-17
- 15)One IT Specialist II reclassified from IT and added as IT Specialist/Channel 3 Tech added FY 15-16
- 16)One IT Specialist/Channel 3 Tech reclassified to Multi-Media Specialist FY 16-17. 100% of salary paid by Water Admin FY 16-17
- 17) Liberty Hall Manager reclassified to Downtown Operations Coordinator FY 16/17
- 18)SR Marketing/PR Specialist remaining frozen FY 17/18
- 19)Communications Manager reclassified to Director of Marketing and Communications FY 17/18 salary split 93%Communication,7%Stormwater

Human Resources Department

Service Point Focus

The Human Resource Department supports the needs of the City by proposing, implementing and administering City policies and programs that support the City's staffing and employment related needs. The goal of the Human Resource department is to ensure each employee is employed in a work environment that treats them fairly and equally, without regard to race, sex, and/ or religion, while abiding by all guidelines and laws. The department is responsible for:

- Recruitment;
- New Employee Orientation;
- Civil Service and non-Civil Service human resource ad-

- ministration;
- Compensation, classification and leave of absence benefit administration;
- Employee Relations;
- Ensuring compliance with employment laws and regulations;
- Position Control;
- Ensuring compliance with all Department of
- Transportation regulations with regards to CDL
- Employees; and,
- Risk Management.
- Volunteer Tyler

Service Point Expenditures - Human Resources

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	412,146	470,277	456,130	402,734
Supplies and Services	35,817	35,575	47,184	34,450
Sundry	41,109	43,496	43,496	46,029
Total Appropriations	489,072	549,348	546,810	483,213

Service Point Employees - Human Resources

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
13) Managing Director of Administration	0.60	0.60	0.60	0.60	0.60
2) Human Resource Manager	0.50	1.00	1.00	1.00	1.00
10, 17) Human Resource Representative	3.00	3.00	-	-	-
11) Human Resource Generalist	-	-	3.00	3.00	3.00
16) Human Resource Technician	-	-	1.00	1.00	1.00
12) Receptionist/Greeter	1.00	1.00	-	-	-
5) Civil Service/Employment Relations Officer	-	-	-	-	-
8) Clerical Specialist	-	-	-	-	-
9) Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00
15) Benefits Coordinator	1.00	1.00	1.00	1.00	1.00
Total Regular Full-time	7.10	7.60	7.60	7.60	7.60

Human Resources combined with City Clerk and Finance during FY 2006-2007 to form Administrative Services. These departments have split for FY 2008-2009.

*This department was formerly known as Staff Services.

1) 75% moved from CMO for Human Resources Director for FY 2010-2011

2 & 3) Staff Services Director title changed to Human Resources Manager during FY 2007-2008. HR Manager 100% paid by HR FY 16-17

3) Title changed to Human Resource Representative during FY 2007-2008 and transferred from Fund 761 (Retiree Benefits) for FY 2008-2009

4) Part time Human Resource Representative reclassified as full time Human Resources Representative during FY 2008-2009

5) Title changed from Human Resource Manager to Civil Service/Employment Relations Officer FY 2010-2011

6) Senior Clerk Position Frozen for FY 2010-2011

7) Senior Clerk position moved to IT to create Advanced IT Technician III FY 2011-2012 for Launch of Share Point

8) Clerical Specialist moved from Productivity fund to Human Resources FY 2011-2012

9) Volunteer Coordinator moved from Police General Fund to HR FY 2010-2011

10 & 11) HR Representative reclassified to HR Generalist FY 2011-2012

12) Senior Clerk downgraded to Receptionist/Greeter FY 2011-2012

13) Director of Human Resources renamed to Managing Director Of Administration in FY 11-12

13) Managing Director of Administration 40% paid by Risk FY 15-16

14) Senior Benefit Specialist in Finance reclassified to HR/Risk Specialist in HR for FY 12-13

15) HR/Risk Specialist reclassified to Benefits Coordinator during FY 13-14

16) Receptionist/Greeter reclassified to HR Technician FY 17-18

17) Three HR Reprs reclassified to HR Generalists FY 17-18

Police Department

Service Point Focus

The Police Department is responsible for improving the quality of life by providing professional police service through a community partnership. The Tyler Police Department is committed to excellence and has been Nationally Certified as an Accredited Law Enforcement Agency (since 1995). The Tyler Police Department provides services across ten beats within the City through the following programs:

- Patrol operations, including motorcycle, bicycle, and canine units;
- Criminal investigations and analysis;
- Burglar alarm permitting;
- Community response team;
- Traffic operations;
- SWAT team;
- Gang Intervention Unit;
- Property and evidence maintenance;
- Communications;
- Crisis negotiations;
- Liaison to District Attorney's office;
- Pawn shop liaison;
- Narcotics investigations;
- Intelligence investigations;
- Crime Stoppers investigations;
- Crime scene processing;
- Internal affairs investigations;
- Public Information/Citizens Police Academy;
- Public Service Officer (PSO) Program;
- Honor guard;
- Polygraph services;

- Fiscal and regulatory services;
- Volunteers in Policing; and,
- Law Enforcement Academy.

Accomplishments 2018-2019

- Implementation of Schedule Software
- Installation of In-Car Computers
- Upgrade Electronic Ticket Books
- EMR Training
- Barricade / Cone Trailer
- DDACTS
- Reserve Medical / SWAT Program
- Creation of Drone Program
- Creation of Digital Forensic Investigator position
- Creation of Tactical Training Sergeant
- Completion of 12 month Training Calendar for Regional Training
- Creation of Reserve Bicycle Team

Goals 2019-2020

- Grant funding (\$28,499.00) for purchasing of Crisis Negotiation throw phone
- 2nd New emergency operations trailer
- EMR- Memorandum of Understanding
- Range Improvements
- CALEA web based assessment
- Citizen Satisfaction Survey
- 5 Year Strategic Plan
- Dispatch Upgrades

Service Point Expenditures - Police Services

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	22,609,350	23,951,195	23,730,992	24,303,624
Supplies and Services	865,745	938,348	892,051	964,295
Sundry	1,279,190	1,510,697	1,512,159	1,727,283
Utilities	122,882	141,410	123,093	141,960
Maintenance	1,327,023	1,299,839	1,293,285	1,423,849
Capital Outlay	98,994	-	-	44,000
Total Appropriations	26,303,184	27,841,489	27,551,580	28,605,011

Service Point Employees - Police Department

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Police Chief	1.00	1.00	1.00	1.00	1.00
Assistant Police Chief (CS)	3.00	3.00	3.00	3.00	3.00
21) Police Lieutenant (CS)	7.00	7.00	7.00	7.00	7.00
2) Police Sergeant (CS)	28.00	27.00	27.00	27.00	27.00
3) & 18, 27) Police Officer (CS)	151.00	151.00	151.00	153.00	153.00
Administrative Secretary	2.00	2.00	2.00	2.00	2.00
Burglar Alarm Coordinator	1.00	1.00	1.00	1.00	1.00
Crime/Traffic Analyst	1.00	1.00	1.00	1.00	1.00
Crimestopper Coordinator	1.00	1.00	1.00	1.00	1.00
Data Management Supervisor	1.00	1.00	1.00	1.00	1.00
4) & 11) & 16) & 17) Data Management Specialist	4.00	4.00	4.00	4.00	4.00
Identification Technician	1.00	1.00	1.00	1.00	1.00
Property and Evidence Specialist	2.00	2.00	2.00	2.00	2.00
Police Services Coordinator	1.00	1.00	1.00	1.00	1.00
PS Communications Supervisor	3.00	3.00	3.00	3.00	3.00
13) & 19) & 20, 25) PS Telecommunicator II	18.00	18.00	18.00	18.00	18.00
20) PST Administrator	1.00	1.00	1.00	1.00	1.00
15, 26) Public Service Officer	8.00	8.00	8.00	8.00	8.00
Secretary	1.00	1.00	1.00	1.00	1.00
Senior PS Telecommunicator II	3.00	3.00	3.00	3.00	3.00
6, 24) Senior Secretary	1.00	1.00	1.00	1.00	1.00
22) Police Technology Specialist	1.00	1.00	1.00	1.00	1.00
Total Regular Full-time	240.00	239.00	239.00	241.00	241.00
<i>Regular Part-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Courier	1.00	1.00	1.00	1.00	1.00
Total Regular Part-time	1.00	1.00	1.00	1.00	1.00
Total Department	241.00	240.00	240.00	242.00	242.00

(CS) - Indicates Civil Service Position

2) One additional position approved for FY 2008-2009

3) Two additional positions approved for FY 2008-2009

4) One position transferred to Risk and title changed to Loss Control Technician during FY 2008-2009. One position transferred to Parks and Recreation, frozen for the FY 2009-2010 and 2010-2011

6) Two positions upgraded to Administrative Secretary during FY 2007-2008

11) Frozen position was subtracted from the total authorized positions in the FY 2009-2010 budget book by mistake. Position was left but not funded FY 2009-2010

13) Three of the 21 positions authorized but not funded. These are overfill positions only

14) Volunteer Coordinator moved to Human Resources FY 2010-2011

16) Data Management Specialist I (#7) (marked as closed) Eliminated FY 2011-2012

17) 3 Data Management Specialists eliminated FY 2012-2013

19) PST I's converted to PST II's and upgraded to pay class 209 in FY 2011-2012

20) 1 PST II upgraded to PST Administrator in FY 2011-2012

21) Added 1 Lieutenant to offset Lieutenant working as full-time Lean Sigma Black Belt

22) IT Specialist I reclassified to Police Technology Specialist FY 12-13

24) Senior Secretary remaining frozen FY 17/18

25) One PST II frozen FY 17-18. *Only showing 18 PST II positions in H.T.E. FY 15-16

26) One PSO frozen FY 17-18

27) Two Police Officers added FY 18-19

Fire Department

Service Point Focus

The Tyler Fire Department became a full time paid professional firefighting organization in 1908. Over the past 109 years, the department has grown to 10 fire stations serving over one-hundred thousand people and has an ISO rating of 2. The department is organized into Operations, Fire Prevention, Emergency Management and Administrative Divisions that support the delivery of critical fire suppression services and emergency medical care. The department's prehospital care relies on a public/private partnership with the ETMC mobile medical system. Firefighters trained as emergency medical technicians provide basic life support (BLS) while advanced life support (ALS) and transport is provided by ETMC. Maintaining or improving emergency response times is the core of Tyler Fire Department Operations. The department's other vital emergency and nonemergency services include:

- Technical teams. This includes technical and heavy rescue, swift water response, confined space, and hazardous materials (HazMat) response.
- Fire prevention and public education.
- Fire Investigation.
- Fire Code Enforcement
- Aircraft (ARFF) Response

Accomplishments 2018-2019

- Enhanced firefighter safety by creating a rehab recovery unit to help firefighters rehabilitate on the fire ground during extreme weather conditions.
- Enhanced Emergency Management capabilities by attending and hosting FEMA and State sponsored training and exercises.
- New Nomex work uniforms for all personnel.
- New fire engine (Pierce PUC) designed with cancer reducing features.
- Upgraded one Captain position over training to a Battalion Chief.
- Two new firefighters in April 2019

- Additional position created – Fire Safety Educator/ Recruiter
- ICS 300 completion with 100% compliance at Captain rank with two classes
- ICS 400 completion with 100% compliance at Chief Officer rank
- CPR 100% compliance
- Added Coordinator Positions for mission specific units
- Hazmat instruments for monitoring IDLH environments
- 4 gas meters for every front line unit

Goals for 2019-2020

- Establish training station and academy for the TFD.
- This will aid in getting more diversity and quality recruits to apply for the TFD.
- Continue Engine/Truck replacement to upgrade aging fleet.
- Enhance training of staff by attending the NFA on a yearly basis.
- Enhance Emergency Management by education, training, and conferences.
- Participate in drills with other agencies, including county and regional fire depts.
- Enhance HAZMAT capability and training opportunities.
- Create and build a public education program to educate the public in fire prevention.
- Train 500 citizens in hands Only CPR.
- Continue smoke detector program.
- Assist and identify those areas in need of public education and program response.
- Enhance fire fighter safety with officer training, fire ground tactics, and adherence to ICS protocol.
- Enhance safety with completion of defensive driving for all employees that operate city vehicles.

Service Point Expenditures - Fire

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	16,053,597	16,520,556	16,490,725	17,054,453
Supplies and Services	448,858	548,057	467,587	694,816
Sundry	417,213	420,015	432,015	495,691
Utilities	140,543	140,625	119,138	147,625
Maintenance	453,212	411,807	446,730	629,774
Total Appropriations	17,513,423	18,041,060	17,956,195	19,022,359

Service Point Employees - Fire

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	20189-2020
Fire Chief	1.00	1.00	1.00	1.00	1.00
10) Assistant Fire Chief (CS)	2.00	2.00	2.00	2.00	2.00
District Chief (CS)	6.00	6.00	6.00	6.00	6.00
11) Fire Captain (CS) *	41.00	41.00	41.00	41.00	41.00
Fire Driver/Engineer (CS)	39.00	39.00	39.00	39.00	39.00
3, 15) Firefighter (CS)	66.00	66.00	66.00	68.00	68.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
4, 14) Administrative Secretary	1.00	2.00	2.00	2.00	2.00
Fire Apparatus Technician	1.00	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
5) Senior Secretary	1.00	-	-	-	-
7, 12) Assistant Fire Marshal	-	-	-	-	-
8, 13) Deputy Fire Marshal	-	-	-	-	-
9) Emergency Mgmt Asst/Admin Secretary	1.00	1.00	-	-	-
Total Department	161.00	161.00	160.00	162.00	162.00

(CS) - Indicates Civil Service Position

1) Two positions were upgraded to District Chief during FY 2007-2008; Four positions were downgraded to Fire Captain during FY 2007-2008

2) One position was downgraded to Senior Secretary during FY 2007-2008

3) Six positions were upgraded to Fire Captain during FY 2007-2008; Three positions were upgraded to Fire Driver/Engineer during FY 2007-2008;

Six additional positions approved for FY 2008-2009; Six positions added during FY 2009-2010

4) One position was upgraded to Administrative Assistant during FY 2007-2008

5) One position was upgraded to Administrative Secretary during FY 2007-2008

6) Positions title changed to Assistant and Deputy Fire Marshal (eliminated 1 position) 2009-2010

7)& 8) Created from Fire Inspector/Investigator positions 2009-2010

9) Title change FY 2010-2011 from Emergency Management Assistant to Emergency Management Asst/Administrative Secretary

10) Fire Training Chief upgraded to Assistant Fire Chief FY 2010-2011

11) 1 Fire Captain created from elimination of AC Mechanic FY 2011-2012. 1 Fire Captain acting as Full-Time Lean Sigma Black Belt

12) Two Assistant Fire Marshals reclassified to Fire Captain FY 2015-2016

13) Three Deputy Fire Marshal reclassified to Driver/Engineer FY 2015-2016

14) Emergency Mgmt Asst/Admin Secretary remaining frozen FY 17-18

15) Two Firefighters added FY 18-19

Library

The Tyler Public Library helps meet the information, education and recreation needs of a diverse and growing community by providing a full range of print, audiovisual and digital resources along with assistance and programming to promote the use of those resources.

- Staff members are responsible for:
- Selecting, acquiring, preparing, housing and distributing materials in fiction, non-fiction, children's, young adult and audio-visual collections;
- Providing a reference collection and assistance in using it;
- Providing a Genealogy and Local History collection;
- Maintaining an online catalog of holdings;
- Providing public Internet-access workstations;
- Providing Early Literacy story times and other events for children;
- Providing a schedule of entertaining and informative programs for adults;
- Providing access to public information; and,
- Providing access to statewide information databases.

Service Point Expenditures - Library

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	949,478	1,045,013	1,024,226	1,112,837
Supplies and Services	227,880	188,778	201,582	189,038
Sundry	176,246	146,632	137,765	206,170
Utilities	47,454	59,875	48,362	50,575
Maintenance	49,570	55,173	55,119	51,271
Capital Outlay	2,372	2,500	2,500	-
Total Appropriations	1,453,000	1,497,971	1,469,554	1,609,891

Service Point Employees - Library

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
City Librarian	1.00	1.00	1.00	1.00	1.00
17, 21) Access Librarian	1.00	1.00	-	-	-
Reference Librarian	-	-	1.00	1.00	1.00
Resource Librarian	1.00	1.00	1.00	1.00	1.00
Circulation Supervisor	1.00	1.00	1.00	1.00	1.00
1, 6, 20) Access Associate	1.00	1.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Cataloging Specialist	2.00	2.00	2.00	2.00	2.00
2, 22) Circulation Technician	3.00	3.00	2.00	2.00	2.00
Circulation Assistant	-	-	1.00	1.00	1.00
Collection Associate	1.00	1.00	1.00	1.00	1.00
4) Custodian	-	-	-	1.00	1.00
15) Library Assistant	2.00	2.00	2.00	2.00	2.00
Outreach Technician	1.00	1.00	1.00	1.00	1.00
16) and 17) Youth Services Librarian	1.00	1.00	1.00	1.00	1.00
Total Regular Full-time	16.00	16.00	17.00	18.00	18.00

<i>Regular Part-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
7) & 14) Access Associate	6.00	6.00	3.00	3.00	3.00
2, 11, 13,19) Circulation Technician	9.00	9.00	6.00	6.00	6.00
5, 10, 12, 24) Custodian	3.00	3.00	3.00	1.00	1.00
15) Library Assistant	-	-	-	-	-
Library Page	-	-	3.00	3.00	3.00
Project Specialist	1.00	1.00	1.00	1.00	1.00
Total Regular Part-time	19.00	19.00	16.00	14.00	14.00

Service Point Employees - Library (continued)

<i>Substitute Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Access Associate	3.00	3.00	3.00	3.00	3.00
13) Circulation Technician	3.00	3.00	3.00	3.00	3.00
23) Outreach Technician	-	-	1.00	1.00	1.00
Total Substitutes	6.00	6.00	7.00	7.00	7.00
Grand Total Department	41.00	41.00	40.00	39.00	39.00

- 1) One full-time position split into two part-time positions for FY 2008-2009
- 2) One full-time position split into two part-time positions for FY 2008-2009
- 3) One position was eliminated for FY 2008-2009
- 4) & 5) Two Full-time custodians converted to 4 part-time custodians during FY 2009-2010
- 6) & 7) One access associate converted to 2 part-time access associates during FY 2009-2010
- 8) Graphics Technician Position moved to the Communications Department FY 2010-2011
- 9) Graphics Technician Substitute Position Eliminated FY 2010-2011
- 10) Two Part-time custodians frozen FY 2010-2011
- 11) Four Part-time circulation technicians frozen FY 2010-2011
- 12) Two part-time custodians Eliminated FY 2011-2012
- 13) Four Part-time Circulation technicians eliminated FY 2011-2012
- 14) Two Part-Time Access Associates eliminated FY 2012-2013
- 15) One Full-Time Library Assistant reclassified to One Part-Time Library Assistant FY 12-13
- 16) Programming Associate reclassified to Youth Services Librarian FY 12-13
- 17) Youth services librarian reclassified to Access Librarian FY 15-16
- 18) One Circulation Tech Sub transferred to Risk and reclassified to Risk Technician FY 14-15
- 19) Three Circulation Techs PT (#3, #6 & #9) reclassified to three (3) Library Page positions (#1, #2, & #3) FY 17/18
- 20) Three (3) Access Associate PT (#1, #2 & #4) positions reclassified into one (1) Access Associate FT position FY 17-18 (lose 2 positions)
- 21) Access Librarian reclassified to Reference Librarian FY 17-18
- 22) One FT Circulation Tech (#2) reclassified into one FT Circulation Assistant (#2) FY 17-18
- 23) One Outreach Tech Sub added FY 17-18; Budget Presentation shows it was added in FY 18-19, but the approval from Finance was given in FY 17-18 & the position was filled in FY 17-18 (9-10-18)
- 24) Two Part Time Custodians (auth. #1, & #3) reclassified into One FT Custodian FY 18-19

Parks and Recreation

Service Point Focus

Streamline the recreational resources currently available within the City, to recognize the need for replacement or additional resources to meet the current and future generations' pastime needs. Empower the public to participate in new ideas and enhancements affecting their recreational resources. Respond to the citizens' needs and expectations to make a safe, enjoyable atmosphere for all to enjoy. Venture into identifying new trends, activities, equipment, and other resources to provide safe, fun, educational, interesting pastimes for all ages and interests. Evaluate the current facility structures for needed repairs, replacements, removals for better operations and use of the recreational resources in a safe, ethical, economical manner.

Mission: To improve the quality of life for our citizens

and guests by providing superior parks, cemeteries, recreational and tourism opportunities.

Vision: To provide our citizens with attractive outdoor spaces that are well maintained while continuing to be fiscally responsible.

Accomplishments for 2018-2019

- Hillside
 - Art Wall, Playground, Restroom Improvements
- Bergfeld
 - Splasher/Spray Ground Improvements
- Fun Forest
 - Sports Field Upgrades, Spray Ground Improvements
- Woldert
 - Sports Field Upgrades, Spray Ground Improvements
- Faulkner Park
 - New Skate Park from Noble E. Young
 - Resurface Tennis Courts
- Gassaway Park
 - Renovation
- Legacy Trails
 - 4.2 miles of Trails Completed
- Lindsey Park
 - Connection of Well to Irrigate Fields

- Connection to City Sewer
- Restroom Upgrades
- Golden Road Park
 - Restroom Upgrades
- Replacement of workout equipment in Glass Recreation Center.
- Continue various park renovation projects with use of Half-Cent Capital funding and Keep Tyler Beautiful Capital Funding.

Goals for 2019-2020

- Renovation of certain areas in Glass Recreation Center.

Service Point Expenditures - Parks Administration and Maintenance

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	670,039	730,084	767,490	826,674
Supplies and Services	531,174	438,019	471,926	626,026
Sundry	94,386	97,125	95,619	106,740
Utilities	618,063	562,432	529,376	542,850
Maintenance	539,707	550,451	526,173	573,087
Capital Outlay	-	25,400	25,300	-
Total Appropriations	2,453,369	2,403,511	2,415,884	2,675,377



Service Point Employees - Parks and Recreation

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
1, 3, 9) Parks and Recreation Director	0.50	-	-	-	-
9, 13) Managing Director Parks/Recreation Operations	-	0.50	0.20	0.20	0.20
4) Parks and Recreation Operation and Services Manager	-	-	-	-	-
7, 10) Parks & Recreation Services Coordinator	1.00	1.00	1.00	1.00	1.00
12) Crew Leader	4.00	3.00	3.00	3.00	3.00
Grounds Technician	1.00	1.00	1.00	1.00	1.00
Groundskeeper	6.00	6.00	6.00	6.00	6.00
11) Hardscape Technician	1.00	-	-	-	-
Parks Manager	0.70	0.70	0.70	0.70	0.70
5, 6 & 8) Laborer	3.00	3.00	3.00	3.00	3.00
Senior Secretary	1.00	1.00	1.00	1.00	1.00
14) Budget Administrator/Cemeterian	-	-	0.05	0.05	0.05
15) Manager of Tourism Facilities Community Beautification	-	-	0.23	0.23	0.23
8) Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Total Department	19.20	17.20	17.18	17.18	17.18

- 1) Position transferred from City Manager's Office and title changed during FY 2009-2010
- 2) One position upgraded to Senior Secretary during FY 2007-2008. Senior Secretary titled Administrative Secret.
- 3) 50% of Parks and Recreation Director position charged to Tourism Visitor's Facility
- 4) Parks and Recreation Operation and Service Manager 30% charged to Tourism Visitors Facility
- 5) 1 Laborer frozen for FY 2010-2011
- 6) Eliminated 1 of 8 Laborers FY 2011-2012
- 7) Parks Maintenance Supervisor converted to Parks & Recreation Services Coordinator in FY 11-12
- 8) One Laborer reclassified to Parks Superintendent during FY 13-14
- 9) Parks&Rec Director reclassified to Managing Director of Parks/Recreation Operation salary charged to 50%Parks, 50%Parks Visitor Facilities 16/17
- 10) Parks & Rec Services Coordinator remaining frozen FY 17-18
- 11) Hardscape Technician reclassified to Crew Leader FY 16-17
- 12) One Crew Leader position transferred to Rose Garden FY 14-15
- 13) MD Parks/Recreation Op salary charged 20%Parks Admin, 50% Visitor Facilities & 30%Liberty Hall FY 17-18
- 14) Budget Administrator/Cemeterian salary split 95% Visitor Tourism/ 5% Parks Admin FY 17-18
- 15) Manager of Tourism Facilities & Community Beautification salary split 77% Visitor Facilities/ 23% Parks Admin FY 17-18

Service Point Expenditures - Indoor Recreation

	<i>FY2017-2018</i>	<i>FY2018-2019</i>	<i>FY2018-2019</i>	<i>FY2019-2020</i>
	<i>Actual</i>	<i>Budget</i>	<i>Projected</i>	<i>Budget</i>
	<i>Expenditures</i>	<i>Appropriations</i>	<i>Expenditures</i>	<i>Appropriations</i>
Salaries and Benefits	397,579	417,548	407,694	429,414
Supplies and Services	75,834	72,945	80,806	78,308
Sundry	20,144	20,398	20,709	20,943
Utilities	40	200	51	100
Maintenance	38,056	43,217	47,441	50,433
Total Appropriations	531,653	554,308	556,701	579,198

Service Point Employees - Indoor Recreation

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
2) Special Events/Recreation Manager	1.00	1.00	1.00	1.00	1.00
Recreation Center Supervisor	1.00	1.00	1.00	1.00	1.00
4) Recreation Program Supervisor	1.00	1.00	1.00	1.00	1.00
Custodian	2.00	2.00	2.00	2.00	2.00
3, 5) Recreation Specialist	2.00	2.00	2.00	2.00	2.00
Total Regular Full-time	7.00	7.00	7.00	7.00	7.00

<i>Regular Part-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Clerk	2.00	2.00	2.00	2.00	2.00
Custodian	1.00	1.00	1.00	1.00	1.00
Total Regular Part-time	3.00	3.00	3.00	3.00	3.00
Total Department	10.00	10.00	10.00	10.00	10.00

- 1 & 2) Title change from Special Events/Recreation Supervisor to Special Events/Recreation Manager during FY 2008-2009
- 3) 1 Recreation Specialist position frozen for FY 2010-2011 & 2011-2012 & 2012-2013
- 4) Typo on title was listed as Recreation Operation Supervisor, corrected to Recreation Program Supervisor
- 5) 1 Recreation Specialist moved to Productivity Fund as Grants Specialist FY 13-14

Service Point Expenditures - Outdoor Recreation

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	69,991	210,219	153,996	145,524
Supplies and Services	84,711	83,325	81,502	84,040
Sundry	1,000	-	-	-
Maintenance	391	500	498	500
Total Appropriations	156,093	294,044	235,996	230,064

Service Point Employees - Outdoor Recreation

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
3)Activity Specialist	1.00	1.00	1.00	1.00	1.00
Total Regular Full-time	1.00	1.00	1.00	1.00	1.00
<i>Part-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1) & 2) Recreation Specialist	1.00	1.00	1.00	1.00	1.00
Total Regular Part-time	1.00	1.00	1.00	1.00	1.00
<i>Temporary Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
6)Pool Manager	3.00	3.00	3.00	3.00	3.00
4)Lifeguard	14.00	14.00	14.00	14.00	14.00
Playground Aid/Leader	12.00	12.00	12.00	12.00	12.00
Total Temporary Positions	29.00	29.00	29.00	29.00	29.00
<i>Substitute Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
5)Lifeguard	2.00	2.00	2.00	2.00	2.00
Total Substitutes	2.00	2.00	2.00	2.00	2.00
Total Department	33.00	33.00	33.00	33.00	33.00

1) Data Management Position transferred to the Parks Department to create a part time Recreation Specialist position during FY 2009-2010

2) 1 PT Custodian and 1 PT Recreation Specialist combined to form 1 FT Recreation Specialist, then reversed back in FY 2011-2012

3) Activities Specialist frozen FY 16-17; FY 17-18

4) 4 Lifeguard positions frozen FY 16-17; FY 17-18

5) 2 Lifeguard Sub positions frozen FY16-17; FY 17-18

6) 1 Pool Manager positions frozen FY 16-17; FY17- 18

*One Playground Coordinator #1 reclassified to Playground Leader #6 FY 16-17

Service Point Expenditures - Median Maintenance and Arborist

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	178,886	222,182	152,670	237,018
Supplies and Services	147,282	132,293	130,277	133,056
Sundry	4,072	4,000	3,995	4,000
Maintenance	53,703	53,130	59,037	65,326
Total Appropriations	383,943	411,605	345,979	439,400

Service Point Employees - Median Maintenance

<i>Regular Full-time Positions</i>	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Arborist/Urban Forester	1.00	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00	1.00
Laborer	3.00	3.00	3.00	3.00	3.00
Total Department	5.00	5.00	5.00	5.00	5.00

Engineering Services

Service Point Focus

Engineering Services is comprised of Engineering, Half-Cent Sales Tax Fund Administration, and Stormwater Utility capital project oversight.

Engineering Services staff administers/coordinates all legal, financial, operational and regulatory activities of the engineering department and the Half Cent Sales Tax Program. Engineering personnel manage Half Cent Sales Tax and the Storm Water Drainage Utility capital projects under design and in construction; in addition to oversight of other capital infrastructure projects as needed.

Engineering

Engineering is responsible for capital improvement projects to ensure effective and efficient implementation of Half-Cent Sales Tax program. Engineering staff provides civil engineering design and construction oversight as well as providing design and construction oversight of maintenance and emergency repair projects of city streets and some drainage structures. This department provides infrastructure development support services through:

- The administration of Half-Cent Sales Tax Fund
- Half-Cent Sales Tax Capital Projects design oversight
- Half-Cent Sales Tax Capital Projects construction oversight
- Administration of the pavement enhancement program
- Pavement condition rating and grading
- Stormwater Utility Projects oversight
- Capital Project Sidewalk / ADA design and construction oversight
- CDBG Program design and project management
- Miscellaneous engineering design and construction administration services for other city departments

Half Cent Sales Tax

The Engineering staff provides maintenance management of City-owned facilities and administers the Half-Cent Sales Tax Program, which provides approximately \$13 million annually for numerous infrastructure projects including drainage, streets, public safety, parks, facilities, and airport improvements. The Half-Cent Sales Tax Program is directed by the Half-Cent Sales Tax Board who, along with the City Council, governs the

priority scheduling of the extensive list of Capital Improvement Projects.

Accomplishments 2018 – 2019

- Hired 1 Project Engineer and 1 Associate Engineer
- Selected Tyler Technologies Munis software to facilitate coordinated capital project planning, budgeting and reporting functions
- Hired consultant to ensure that all water and storm sewer assets are in GIS and accurate
- Hired consultant to gather data and develop GIS layers for storm sewer and water systems to link record drawings and easements in GIS so information is retained and easy to find

Projects 2019

- Fire Stations 1 and 4 are under construction
- 2019 Crack Seal, Seal Coat, Onyx and Overlay projects are underway
- Old Bullard Road Drainage Improvements project is under construction
- Design for CDBG Sidewalk project at Austin Elementary School is underway
- Phase 2 of the Comprehensive Storm Water Master Plan is underway
- Citywide Traffic Study is underway

Goals 2019 – 2020

- Complete staffing by hiring Traffic Engineer, one additional Project Engineer and Administrative Assistant
- Fully implement Tyler Technologies Munis software for CIP project and financial status reporting needs
- Develop and implement a file management system to address paper and electronic files (may be partially addressed by Munis software)
- Develop departmental procedures manual

Service Point Expenditures - Engineering

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	147,974	339,291	231,404	471,339
Supplies and Services	15,478	22,042	16,599	18,150
Sundry	30,657	31,344	31,344	34,831
Utilities	12	150	3	75
Maintenance	9,216	10,013	9,758	9,975
Total Appropriations	203,337	402,840	289,108	534,370

Service Point Employees - Engineering

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
16, 20) City Engineer	0.75	0.75	1.00	1.00	1.00
2, 18) Capital Budget Analyst	0.86	0.86	-	-	-
3, 12, 13, 19) Engineering Technician	-	-	1.00	1.00	1.00
12, 15) Associate Engineer	0.60	0.60	0.60	0.60	0.60
5, 14) Project Engineer	1.85	1.85	1.85	1.85	1.85
Total Department	4.06	4.06	4.45	4.45	4.45

*The Engineering and Street departments were combined in FY 2006-2007 to form the Engineering Services department.

- 1) One position reclassified to Capital Budget Analyst during FY 2007-2008
- 2) Capital Budget Analyst one position with 14% paid by Storm Water Management
- 3) Engineering Technician two positions, one with 40% paid by Storm Water Management
- 4) Position transferred to Communications and title changed to Lean Sigma Master Black Belt FY 2008-2009
- 5) Project Engineer Position frozen for the FY 2009-2010 and FY 2010-2011
- 6) Survey crew Chief position frozen for the FY 2009-2010 and FY 2010-2011
- 7) Position moved to Property and Facility during FY 2009-2010
- 8) Position reclassified and title changed to City Courier during FY 2009-2010
- 9) Four Utilities Construction Inspector positions transferred to Development Services during FY 2007-2008
- 10) Eliminated Survey Crew Chief position FY 2011-2012
- 11) Eliminated Survey Crew Member FY 2011-2012
- 12) 1 Engineering Technician converted to 1 Associate Engineer in FY 2011-2012
- 13) Engineering Technician reclassified to Project Engineer in FY 12-13. Engineering Tech closed FY15-16.
- 14) Project Engineer payroll split added 85/15 Engineering/Stormwater FY 14-15
- 14) Two Project Engineer positions. One position payroll 15% paid by Stormwater FY 15-16
- 15) Associate Engineer payroll split added 60/40 Engineering/Stormwater FY 14-15 & FY 15-16
- 16) City engineer 25% paid by Property & Facility maintenance FY 15-16
- 17) City Engineer reclassified to Capital Improvement Projects Manager FY 17/18 salary split 75/25 (GGS - Other Prop& Fac Mgmt)
- 18) Capital Budget Analyst position closed FY 15/16
- 19) One Engineering Tech added FY 16-17 *Requisition not turned in until FY 17-18 * not reflected in previous years
- 20) Capital Improvement Project Manager reclassified to City Engineer

Street Department

The Street Department is responsible for coordinating efforts with Engineering Services to set-up and manage the Micro Paver Pavement Maintenance Management System. This software program allows the departments to accurately rate road conditions and track their life span.

Additionally, the Street Department is responsible for:

- Monitoring and establishing City Street Conditional Ratings to ensure the best quality streets for the City;
- Repair pot holes; utility cuts, concrete valleys, general street repairs, concrete curbs and gutters.
- Monitoring and evaluating the City's infrastructure drainage system to better provide an optimal drainage system;
- Establishing a Right-of-Way mowing cycle that optimizes aesthetics and cost effectiveness with an emphasis
- On eliminating visual obstructions, mitigating rubbish accumulations and promoting the City's natural beauty; and,
- Establishing a street sweeping cycle utilizing cost effective methods. Our emphasis is on eliminating unsightly trash and highlight the City's rustic ambiance.

Accomplishments for 2017-2018

- Maintaining as needed 1,122 lane miles of Asphalt Streets; 19.9 lane miles of Concrete Streets; 33.41 lane miles of Brick Streets;
- Assist Engineering in evaluating city streets for current condition rating – completed for 2019 overlay schedule
- Maintaining 1,716 miles of Right-of-Way within City limits
- Completed 3 complete sweeps of the City. Goal was to complete minimum 6 sweeping cycles annually (each cycle encompasses all paved streets within the City limits)
- Swept 11,784 miles
- Tree Trimming ongoing
- Install Historical Marker stones downtown as requested – ongoing project
- Pot Hole Repairs: YTD 92 repairs based on citizen complaints; 3155 by Pot Hole Repair Crew Patrol
- Utility Cut Repairs: YTD 487 cut reported; 352 repaired
- Street Base Repairs: YTD 64 base repairs
- Brick Street Repairs: YTD 7 brick repairs

- Curb & Gutter Repairs: YTD 13 curb repairs
- Stormwater / Drainage Repairs: YTD 142 drainage issues resolved
- Tree Removals from City Easements: total of 38 tree related complaints resolved
- Right-of-Way: YTD 100 ROW complaints resolved

Goals for 2018-2019

- Fill open positions within Street & Stormwater to maximize efficiency
- Create 2nd Utility Cut Crew
- Enhance training for staff utilizing training resources offered through City approved Vendors
- Asphalt Overlay – In-house (specific streets as designated)
- Crack Sealing – In-house (specific streets as designated)
- Complete Brick Street repairs as needed
- Complete Utility Cut repairs within 60 days of cut
- Lake Tyler Street Repairs as requested
- Assist Engineering Dept. with evaluating street conditions
- Dead Tree Removal from City Right of Ways, easements and City properties upon request
- Maintain City Right-of-Ways
- Maintain City Drainage ways

- Complete 7 or more Street Sweeping cycles (1 cycle = 6 weeks on average to complete);
- Provide labor for Main Street Gallery as requested
- Install Historical ½ Mile markers downtown as assigned
- Repair bus shelters as needed for Tyler Transit
- Assist other departments as requested
- Oversee Herbicide Spray Program for selected right-of-way weed control and selected drainage channels for weed control.
- Respond to emergency & storm related issues as needed 24/7

Stormwater / Drainage Projects:

- Utilize new Stormwater camera to locate & inspect drainage systems
- Document drainage systems with GIS
- Implement maintenance programs for: inlet boxes, concrete channels, street dead ends, curbs & gutters
- Complete installation of second driveway culvert at Faulkner Park
- Repair & clean storm inlet boxes to help eliminate debris in channels
- Meet all Stormwater regulations as mandated by the State of Texas
- Install / repair concrete valleys where needed

Service Point Expenditures - Streets

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	908,542	1,351,745	1,044,758	1,399,198
Supplies and Services	289,000	130,814	221,191	139,578
Sundry	66,660	68,693	68,693	69,931
Utilities	2,988	2,650	2,875	2,650
Maintenance	947,102	908,979	906,323	896,324
Total Appropriations	2,214,292	2,462,881	2,243,840	2,507,681

Service Point Employees - Streets

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
7)Street Manager	0.50	-	-	-	-
Street Operations Supervisor	-	0.50	0.50	0.50	0.50
Crew Leader	4.00	4.00	4.00	4.00	4.00
1, 4, 8) Equipment Operator I	5.00	5.00	5.00	5.00	5.00
9)Equipment Operator II	7.00	7.00	7.00	7.00	7.00
Foreman II	1.00	1.00	1.00	1.00	1.00
Laborer	4.00	4.00	4.00	4.00	4.00
Semi-Skilled Laborer	3.00	3.00	3.00	3.00	3.00
5) Senior Secretary	-	-	-	-	-
6) Administrative Secretary	0.50	0.50	0.50	0.50	0.50
10)Truck Driver	3.00	3.00	3.00	3.00	3.00
Total Department	28.00	28.00	28.00	28.00	28.00

1) Four positions transferred to Environmental Services during FY 2007-2008 then the four positions were transferred back

2) Position transferred to Code Enforcement during FY 2007-2008

3) Eliminated Street Surface Technician Fy 2011-2012

4) One of five Equipment Operator I positions frozen FY 2010-2011 and FY 2011-2012 and FY 2012-2013

5) and 6) Senior Secretary reclassified to Administrative Secretary during FY 15-16. Administrative Secretary payroll 50 % paid by Stormwater

7) Street Manager payroll 50% paid by Stormwater FY 15-16

8) One Equipment Operator I remaining frozen FY 17-18

9) One Equipment Operator II remaining frozen FY 17-18

10) One Truck Driver remaining frozen FY 17-18

Traffic Engineering

Traffic Engineering is charged with the responsibility of roadway safety. Staff members promote the safe, convenient and efficient movement of people, goods and services throughout the City by planning, designing, installing, maintaining and repairing all traffic control devices on City streets. The Department provides service support in the areas of:

- Manufacturing, installation, and maintenance of City street signs;
- Installation and maintenance of City street pavement markings;
- Maintenance and repair of traffic signals;
- Analysis and implementation of signal timing plans;
- Planning for current and future traffic control needs;
- Mitigating traffic congestion;
- Conducting speed studies, traffic signal studies, and stop sign warrant studies;
- Ensuring street lights are efficiently placed and installed and maintained in a timely manner; and
- Oversight of the public school crossing guard program.

Service Point Expenditures - Traffic

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	699,668	863,957	553,955	757,472
Supplies and Services	113,678	76,935	123,901	41,335
Sundry	39,571	55,285	120,030	83,908
Utilities	1,150,360	1,275,090	1,241,827	1,275,090
Maintenance	312,464	313,965	291,470	250,737
Capital Outlay	-	-	-	-
Total Appropriations	2,315,741	2,585,232	2,331,183	2,408,542

Service Point Employees - Traffic

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Traffic Engineer	1.00	1.00	1.00	1.00	1.00
1, 4, & 7) Associate Traffic Engineer	1.00	1.00	1.00	1.00	1.00
5) & 12) Traffic Services Supervisor	1.00	1.00	1.00	1.00	1.00
13) Parking Patrol	-	-	-	-	-
6, 9) Traffic Marker	3.00	3.00	3.00	3.00	3.00
Traffic Marker II	-	-	-	-	-
Traffic Sign Supervisor	1.00	1.00	1.00	1.00	1.00
8) Administrative Assistant	0.76	0.76	0.76	0.76	0.76
10) Traffic Signal Technician	4.00	4.00	4.00	4.00	4.00
Total Regular Full-time	11.76	11.76	11.76	11.76	11.76

<i>Regular Part-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
6) Intern	2.00	2.00	2.00	2.00	2.00
Total Regular Part-time	2.00	2.00	2.00	2.00	2.00

<i>Temporary Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
School Crossing Guard	40.00	40.00	40.00	40.00	40.00
Total Temporary Positions	40.00	40.00	40.00	40.00	40.00
Total Department	53.76	53.76	53.76	53.76	53.76

- 1) One position with 15% paid by Storm Water Management
- 2) One position with 24% paid by Storm Water Management
- 3) Title changed from Traffic Sign Crew Leader to Traffic Sign Supervisor during FY 2007-2008
- 4) Position upgraded to Transportation Project Engineer FY 2010-2011, with 15% paid by Storm Water Management
- 5) 1 Transportation Project Engineer downgraded to Traffic Services Supervisor in FY 2011-2012
- 6) One Traffic Marker converted to two Part-Time college internships in FY 12-13
- 7) Traffic Operations Supervisor reclassified to Associate Traffic Engineer FY 12-13
- 8) Senior Secretary reclassified to Administrative Assistant FY 12-13
- 9) One Traffic Marker added FY 14-15
- 10) One Traffic Signal Tech added FY 14-15
- 11) Administrative Assistant payroll split changed from 76/24 to 85/15 Traffic/Stormwater FY 14-15
- 12) Traffic Services Supervisor payroll split eliminated, 100% paid from Traffic FY 14-15
- 13) Parking Patrol positions reclassified to Downtown Ambassadors and paid from Liberty Hall/Main Street FY 15/16

Animal Services

Areas of Service

- Capture stray animals;
- Respond to calls related to nuisance wildlife animals;
- Rabies surveillance of bite animals;
- Support Police Department on calls for service;
- Checking welfare on pet animals;
- Education on companion animal ownership;
- Dead animal removal;
- Disease surveillance and control measures through mosquito abatement;
- Care and welfare of stray, surrendered, and protective custody animals;
- Processing owner reclaims of strays;
- Processing adoptions of unclaimed pets;
- Participating in adoption events;
- Liaising with, and transferring animals to, rescue organizations; and,
- Euthanasia of surplus, injured, and diseased animals.

Accomplishments for FY 2018-2019

- Moved in to new 18,000 sq ft facility
- Owner reclaims up 30%
- Transfers to guaranteed adoption agencies up 98%
- Adoptions up 23%
- Vaccination and microchip clinic served over 200 people
- 1167 microchips registered in one year
- 4,543 lbs of food given through Pet Food Bank Project
- Continued collaboration with Tyler Junior College
- Veterinary Technology program
- 110 partners in rescue network.

Goals for FY 2019-2020

- Begin offering low cost/high volume spay/neuter resources
- Register 5000 microchipped pets.

Service Point Expenditures - Animal Services

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	723,439	754,768	681,369	783,420
Supplies and Services	94,057	109,077	103,385	121,350
Sundry	123,667	117,547	109,847	122,276
Utilities	49,342	26,150	28,400	30,150
Maintenance	71,699	75,388	70,038	81,570
Total Appropriations	1,062,204	1,082,930	993,039	1,138,766

Service Point Employees - Animal Services

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
Animal Shelter Manager	1.00	1.00	1.00	1.00	1.00
Animal Shelter Adoption Counselor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Animal Control Officer	5.00	5.00	5.00	5.00	5.00
Animal Shelter Supervisor	1.00	1.00	1.00	1.00	1.00
1) Animal Shelter Technician	6.00	6.00	6.00	6.00	6.00
Total Regular Full-time	15.00	15.00	15.00	15.00	15.00

General Fund-Animal Services tab added FY 17-18

1) Two Animal Shelter Technicians added FY 15-16

Municipal Court

The Municipal Court functions to administer fair and impartial justice in accordance with applicable statutes, ordinances, and City regulations by conducting trials and hearings to dispose of traffic, misdemeanor and parking violations. The Municipal Court through the use of up to date technology is to provide a forum for justice for all citizens while abiding by the City's overall mission. Staff members of the Court are responsible for:

- Scheduling, hearing, and disposing of all cases brought for trial;
- Establishing and administering court procedures as required by State law;
- Maintaining all records and dockets;
- Accounting for payment of fines; and,
- Serving warrants.

Accomplishments for 2018-2019

- Implemented the Tyler Technologies Incode court software.
- Educated local colleges regarding municipal court processes through on campus presentations.
- Expanded community service options to include additional agencies and students.
- Created additional dockets to better serve the defendants.
- Implemented minor security upgrades to the court facility.
- Implemented a Financial Health Workshop interested defendants.
- All staff received mental health awareness training.
- Contract with a new collection agency to assist with collecting delinquent fines, costs and fees owed to the Court.
- Implement automated bank draft to allow defendants to automate reoccurring payments, which will reduce warrants and late fees.

Goals for 2019-2020

- Continue to identify and implement safety procedures and facility improvements.
- Reestablish teen court program to educate youth who have received citations in the Court.
- Continue presentations at local colleges, junior and high schools.
- Streamline veteran docket to include presentation from local agencies.
- Create a job posting board of employers/employees to assist defendants who may be seeking employment.
- Introduce newsletter publications containing helpful court information.
- Create an educational video about our municipal court to be aired on Channel 3 with help from the communications department featuring court personnel and their duties.
- Seek ways to utilize software to communicate with customers (email/text notification).
- Continue cross-training with other city departments including Finance and Water.
- Implement an online records search for attorneys and defendants who are need information regarding pending cases.
- Continue to work with the Information Technology Department to automate processes to move the Court toward paperless operations.
- Complete the second year of the Citizens' Roundtable Committee of local leaders to increase transparency of Court procedures, including other city departments and entities associated in the court's proceedings.

Service Point Expenditures - Municipal Court

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	692,329	845,293	814,289	953,643
Supplies and Services	414,812	300,380	277,290	497,050
Sundry	213,811	292,070	264,503	278,020
Utilities	8,535	11,400	9,213	10,900
Maintenance	16,125	55,305	53,805	51,166
Total Appropriations	1,345,612	1,504,448	1,419,100	1,790,779

Service Point Employees - Municipal Court

<i>Regular Full-time Positions</i>	<i>2013-2014</i>	<i>2014-2015</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>
Municipal Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
4, 15) Deputy Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Court Clerical Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
City Marshal	1.00	1.00	1.00	1.00	1.00	1.00
Court Technician	1.00	1.00	1.00	1.00	1.00	1.00
1) & 10) Deputy City Marshal II	2.00	2.00	2.00	2.00	2.00	2.00
2) & 5) & 6) & 11) & 12) Deputy Court Clerk	6.00	6.00	6.00	6.00	6.00	6.00
8) Senior Deputy Court Clerk	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	15.00	15.00	15.00	15.00	15.00	15.00

1) One Position frozen for FY 2009-2010

2) One additional position approved for FY 2008-2009

3) One position added for FY 2008-2009

4) Administrative Assistant position converted to Deputy Court Administrator during FY 2009-2010

5) One Deputy Court Clerk Transferred to Main Street during FY 2009-2010

6) One Deputy Court Clerk Upgraded to a Senior Deputy Court Clerk during FY 2009-2010

7) Teen Court Coordinator downgraded to deputy court clerk during FY 2009-2010

8) One Senior Deputy Court Clerk upgraded to Court Clerical Supervisor during FY 2009-2010

9) Deputy Marshal I moved to Liberty Theater to create Liberty Theater Manager position FY 2010-2011

10) Eliminated 1 of 3 Deputy City Marshall II positions FY 2011-2012

11) 1 Deputy Court Clerk, Juvenile Case Coordinator and Juvenile Program Coordinator moved to

Partners of Youth Fund FY 2010-2011

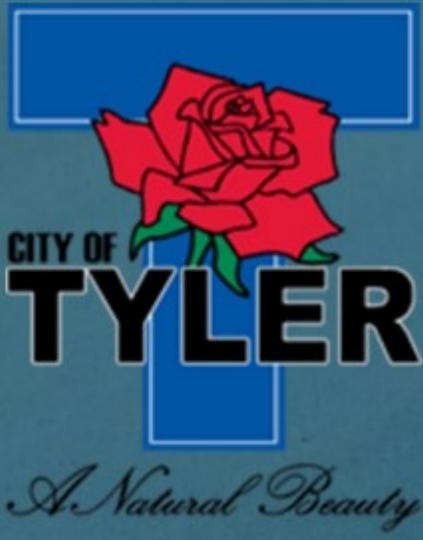
12) During FY 09-10, refer to 7, 5, 6 during process the downgraded Deputy Court Clerk was not added to the

number, this is a corrected entry, should be 8 positions

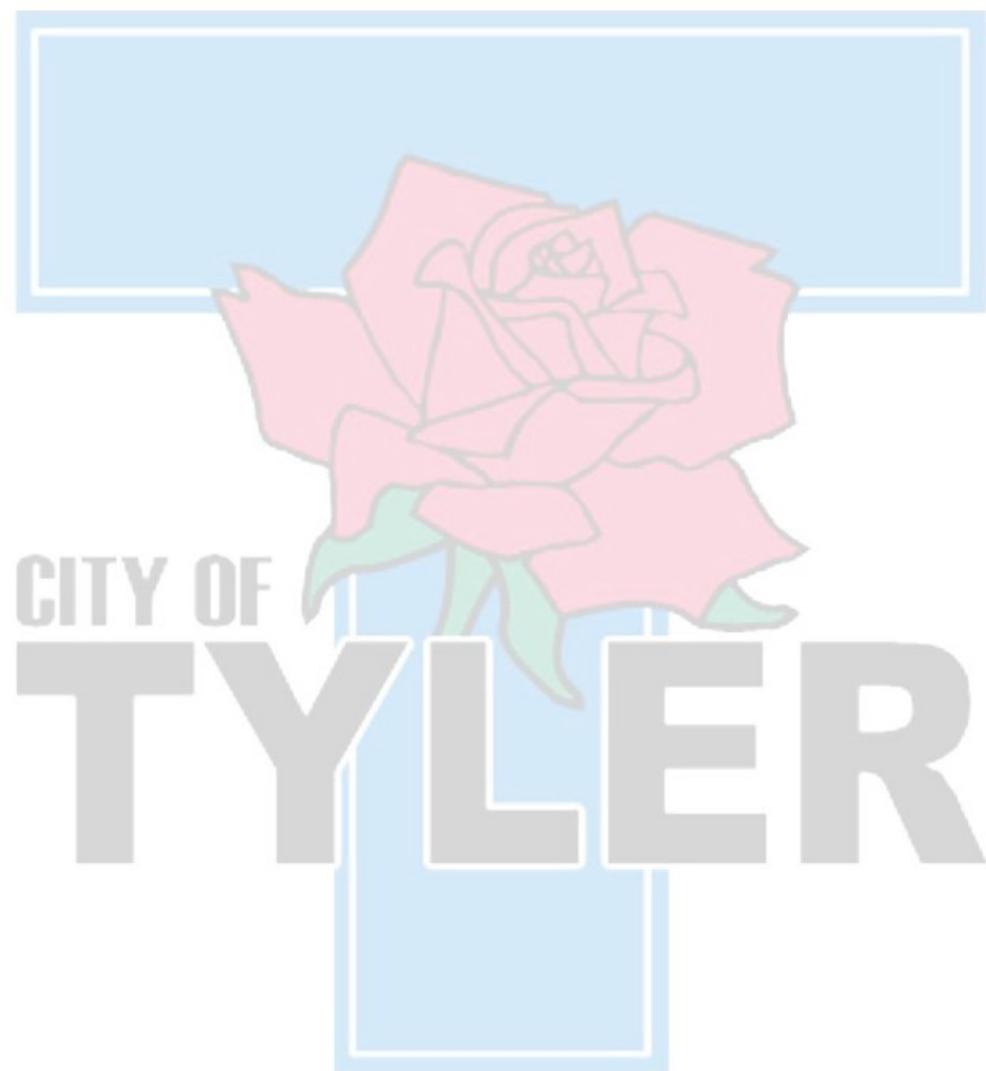
13) 3 Deputy City Marshal I positions moved to Municipal Court Security Fund FY 2010-2011

14) One Deputy City Marshal I reclassified to Deputy City Marshal II FY 15-16

15) Deputy Court Administrator remaining frozen FY 17-18



General
Capital
Funds



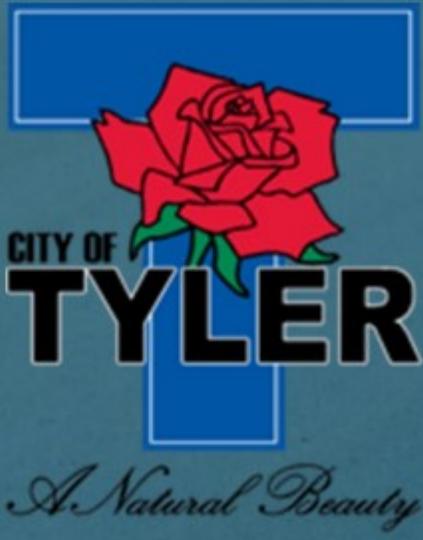
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GENERAL CAPITAL PROJECTS FUND (102)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

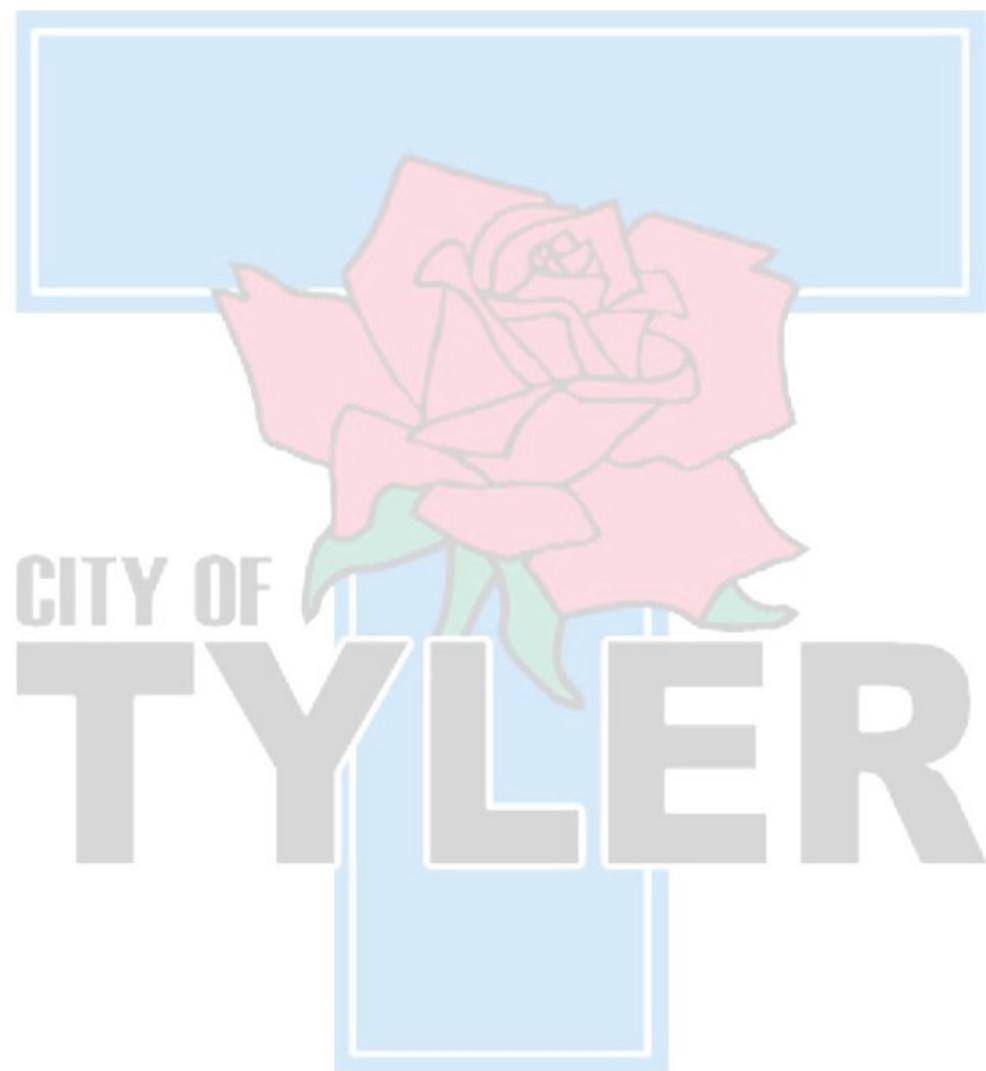
	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserved Fund Balance	298,227	358,061	358,061	311,575
Beginning Fund Balance / Working Capital	\$298,227	\$358,061	\$358,061	\$311,575
Revenues				
Interest Earnings	759	1,000	5,442	5,552
Miscellaneous	429,857	40,000	23,415	25,000
Total Revenues	430,616	41,000	28,857	30,552
Expenditures				
Library Bldg. Imprv	24,867	25,000	25,000	16,823
Parks Improvements Projects	152,188	70,402	70,402	167,582
Public Safety Laptops	55,006	-	-	-
PD Camera Systems	139,703	139,703	139,645	-
Fire Equipment/Facilities	390,653	67,254	67,254	62,254
Building Improvements	-	6,510	6,510	-
Downtown	-	-	-	116,000
ADA Sidewalks	-	50,000	50,000	50,000
Contingency	-	75,000	-	107,492
Total Expenditures	762,417	433,869	358,811	520,151
Transfer In	391,635	283,468	283,468	212,492
General Fund (101)	391,635	263,468	263,468	212,492
Water Utilities Fund (502)	-	20,000	20,000	-
(Transfer Out)	-	-	-	-
Unreserved Fund Balance	358,061	248,660	311,575	34,468
Ending Fund Balance / Working Capital	\$358,061	\$248,660	\$311,575	\$34,468

STREET IMPROVEMENT FUND (103)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserved Fund Balance	31,920	155,856	155,856	62,413
Beginning Fund Balance / Working Capital	\$31,920	\$155,856	\$155,856	\$62,413
Revenues				
Interest Earnings	5,104	2,000	3,174	6,735
Miscellaneous	-	-	-	-
Total Revenues	5,104	2,000	3,174	6,735
Expenditures				
Street Improvement Program	669,735	842,509	842,500	1,546,952
Total Expenditures	669,735	842,509	842,500	1,546,952
Transfer In	788,567	745,883	745,883	1,546,952
General Fund (101)	788,567	745,883	745,883	1,546,952
(Transfer Out)	-	-	-	-
Unreserved Fund Balance	155,856	61,230	62,413	69,148
Ending Fund Balance / Working Capital	\$155,856	\$61,230	\$62,413	\$69,148



Development Servi
Fund



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DEVELOPMENT SERVICES FUND (202)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$482,530	<u>\$1,108,355</u>	<u>\$1,108,355</u>	<u>\$1,027,044</u>
Revenues				
Building Permits	1,350,162	852,131	756,101	905,460
Electrical Permits	200,573	165,000	165,000	165,000
Plumbing Permits	124,249	115,000	100,000	115,000
Zoning Permits	59,211	70,000	60,551	69,250
Mechanical Permits	114,310	76,000	105,000	95,000
Cert. of Occupancy Fees	26,522	30,000	27,000	30,000
Local TABC Fee	13,890	24,475	24,475	24,475
Billboard Registration	16,490	18,000	18,000	18,000
Sign Permits	35,660	40,000	35,000	36,000
Contractor License	34,650	45,000	45,000	45,000
House Moving Permits	450	500	-	500
Permits Fee-Clearing	-	250	-	250
Interest Earnings	13,231	10,000	37,179	37,922
Maps, Plans and Specs Fee	-	250	-	-
Copy/Printing Fees	84	100	-	-
Platting Fees	57,747	61,810	61,810	65,000
Misc. Income/Deferred Fees	5,500	-	-	-
Contractor Testing Fees	155,795	160,000	160,000	165,000
Subdivision Plan Review	11,068	15,000	15,000	70,500
CLG Grant	-	-	-	-
Total Revenues	2,219,592	<u>1,683,516</u>	<u>1,610,116</u>	<u>1,842,357</u>
Expenditures				
Planning & Zoning	621,515	618,137	585,946	653,765
Development Services	281,748	-	-	-
Building Services	765,504	1,151,628	1,074,581	1,189,644
Total Expenditures	1,668,767	<u>1,769,765</u>	<u>1,660,527</u>	<u>1,843,409</u>
Transfer In	75,000	-	-	-
Utilities Fund (502)	50,000	-	-	-
Solid Waste Fund (560)	25,000	-	-	-
(Transfer Out)	-	<u>(30,900)</u>	<u>(30,900)</u>	<u>(11,868)</u>
Productivity Fund (639)	-	(30,900)	(30,900)	(11,868)
Ending Fund Balance / Working Capital	\$1,108,355	<u>\$991,206</u>	<u>\$1,027,044</u>	<u>\$1,014,124</u>

Building/Development Services

Service Point Focus

Building services is responsible for carrying out the community's vision by:

- Promoting and assisting the contractors and the public to use eTRALiT online;
- Providing opportunities for inspectors and technicians to meet or exceed requirements for certifications;
- Encouraging employees to attend City University classes so they enhance their job skills and performance;
- Posting new commercial and residential project permit releases on department website;
- Posting CO's issued on the website;
- Attending quarterly lunch & learn meetings with Tyler Area Builders Association;
- Streamlining of the permitting process.
- Streamlining of the plan review process.
- Streamlining of the inspection process.
- Cross training building inspectors so they can all do Combo inspections.
- Streamlining of the complaint enforcement process.

Accomplishments for 2018-2019

- Implemented new 2015 building codes on August 1st
- Filled two vacant inspector positions
- Filled the Chief Building Inspector Position
- Promoted one inspector to the roll of Senior Building Inspector
- Chief Building Inspector passed the 1st ICC Chief Building Officer Exam.

Goals for 2019-2020

- Promote the online inspection scheduling eTRAKiT option;
- Encourage all contractors to use the eTRAKiT web application to schedule and view result of inspections;
- Training to use advance writing and reporting using TRAKiT software.
- Tiffany Frith is currently studying the ICC Residential codes to prepare for the Residential Plans Exams.
- Promote ProjectDox to general contractors so they can submit construction plans digitally online;
- Created guide lines and SOPs on how to submit digital plans for review.
- Promote Digital Plan Review services.

Service Point Expenditures - Development Services

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	496,139	501,173	469,564	541,453
Supplies and Services	64,901	53,969	51,375	43,475
Sundry	55,722	62,246	59,839	66,087
Utilities	87	750	168	750
Total Appropriations	616,849	618,138	580,946	651,765

Service Point Expenditures - Building Services

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	115,172	-	-	-
Supplies and Services	150,442	-	-	-
Sundry	16,082	-	-	-
Utilities	52	-	-	-
Total Appropriations	281,748	-	-	-

Service Point Employees - Development Services

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Chief Building Official	1.00	1.00	1.00	1.00	1.00
Chief Electrical Inspector	1.00	1.00	1.00	1.00	1.00
1,7, 8, 13, 14, 15, 16) Building Inspector	3.00	3.00	3.00	3.00	3.00
Plumbing Inspector	-	-	1.00	1.00	1.00
17)Customer Support Supervisor	-	1.00	1.00	1.00	1.00
Development Services Engineer	1.00	1.00	1.00	1.00	1.00
18)Development Services Specialist	1.00	1.00	-	-	-
12, 17) Permit Technician	3.00	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
3) Project Engineer	1.00	1.00	1.00	1.00	1.00
12) Senior Permit Technician	-	1.00	1.00	1.00	1.00
Total Department	12.00	12.00	12.00	12.00	12.00

1) One position frozen for FY 2009-2010, FY 2010-2011 and FY 2011-2012

2) Position transferred to Water Distribution during FY 2009-2010 transferred back same year position frozen for FY 2010-2011

3) One position frozen for FY 2009-2010 CORRECTION: One Project Engineer never frozen, researched, one position ever authorized not two.

Budget book never reflected two positions.

4) Four positions transferred to Storm Water FY 2009-2010

5) One position frozen for FY 2010-2011

6) Senior Utilities Specialist position transferred to Water Business Office during FY 2009-2010

7) One Building Inspector position upgrade to Combination Inspector II during FY 2008-2009

8) 1 of 2 Building Inspectors eliminated FY 2011-2012

9) Permit Clerk eliminated FY 2011-2012

10) Chief Plumbing Inspector/Mechanical Inspector eliminated FY 2011-2012

11) 1 Building Inspector frozen FY 2011-2012 and 2012-2013

12) Senior Permit Technician downgraded to Permit Technician FY 13-14. One Permit Technician added FY 15-16

13) One Building Inspector reclassified to ACM in CMO FY 12-13

14) One Building Inspector added from reclassification of Code Enforcement Officer (NBS) FY 13-14

15) One Combination Inspector II downgraded to Building Inspector FY 13-14

16) One Building Inspector added FY 14-15. One Building Inspector added FY 15-16

17) One Permit Tech reclassified to Customer Support Supervisor FY 16-17 and transferred to P&Z

18) Development Services Specialist closed error located FY17-18

Planning

Service Point Focus

The Planning Department’s strategic directive is to help our customers make informed land-based decisions using the community’s adopted vision in order to anticipate and maintain a healthy, organized and prosperous business and residential environment. The Planning Department is also charged with providing professional oversight and support to the Planning and Zoning Commission, the Zoning Board of Adjustment and the Historical Preservation Board.

The Planning Department is responsible for carrying out the community’s vision by:

- General zoning administration;
- Zoning/Special Use Permit application processing;
- Implementing key sections of Tyler 1st;
- Subdivision regulation;
- Annexation/Extra Territorial Jurisdiction (ETJ) issues oversight;
- Comprehensive Plan (Tyler 1st) administration;
- Unified Development Code (UDC) administration;
- Sign and landscape regulation;
- Historic preservation and education;
- TABC permit application processing and annual registration;
- Tax abatement;
- Economic development;
- Tax increment financing;
- Sexually oriented business regulation;
- Small Cell Network Node application and annual registration; and
- Special studies management.

Accomplishments for 2018-2019

- Received APA Texas Chapter Planning Excellence Award (fourth consecutive year)
- Implemented transition to ProjectDox electronic permitting and project management software;
- Four new voluntary Local Landmark designations
- Completed a Lean Six Sigma Project;
- Hosted Tyler’s P.A.S.T – Tax Credit Programs;
- Held fourth Annual Local Historic Landmark Appreciation Event;
- Assessed the code’s effectiveness biannually;
- Hosted Historic Preservation Heart Bomb Events; and
- Conducted the 10-year update process for the Tyler 1st Comprehensive Plan;

Goals for 2019-2020

- Encourage five voluntary Local Landmark designations;
- Complete two Lean Six Sigma Projects;
- Encourage additional certifications for the Department (AICP, P.E.);
- Encourage historic designations within the Pollard area;
- Evaluate strategic annexations;
- Apply for Texas APA Great Places in Texas designation;
- Review the UDC for possible amendments;
- Apply for Texas Historical Commission Award;
- Complete the 10-year update process for the Tyler 1st Comprehensive Plan;
- Obtain APA Texas Chapter Planning Excellence Award; and
- Facilitate the creation of Historic Property Design Guidelines

Service Point Expenditures - Planning

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	619,067	866,674	787,700	897,176
Supplies and Services	42,573	161,905	163,531	165,675
Sundry	77,040	93,686	93,987	95,488
Utilities	50	400	400	400
Capital Outlay	-	-	-	-
Total Appropriations	738,730	1,122,665	1,045,618	1,158,739

Service Point Employees - Planning and Zoning

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
19) Planning Manager	-	1.00	1.00	1.00	1.00
4, 18) Planner	2.00	1.00	2.00	2.00	2.00
7, 8, 16, 19) Principal Planner	1.00	1.00	1.00	1.00	1.00
3, 4, 7, 9, 16, 17, 22) Senior Planner	1.00	1.00	1.00	1.00	1.00
12) Historic Preservation Officer-	1.00	1.00	-	-	-
20) Administrative Assistant	1.00	1.00	1.00	1.00	1.00
15) Planning Director/MPO Executive Director	1.00	1.00	1.00	1.00	1.00
Total Department	7.00	7.00	7.00	7.00	7.00

1) Director of Planning position with 30% paid by MPO

2) GIS/Planner/Developer position transferred to MPO during FY 2007-2008

3) Two Senior Planner positions, one with 15% paid by MPO

4) One position frozen for FY 2009-2010 and FY 2010-2011- Note was incorrectly input on Senior Planner, should be for Planner

5) Converted one full-time Planning Technician position into 2 part-time positions 2010-2011

6) Converted two part-time Planning Technicians to one full-time position FY 2010-2011

7) During FY 2010-2011 One Senior Planner moved to Principal Planner

8) Principal Planner downgraded to Senior Secretary FY 2011-2012

9) Senior Planner Frozen FY 2011-2012

10) Planner unfrozen FY 2011-2012

11) Director of Planning reclassified to City Planner in FY 2011-2012. City Planner not record of title being used; reclassified to Planning Director/MPO Executive Director FY 13/14

12) Senior Secretary reclassified to Historic Preservation Officer in FY 12-13

13) Planning Technician reclassified to Administrative Assistant during FY 13-14

14) One Planning Intern added during FY 13-14

15) City Planner reclassified to Planning Director/MPO Executive Director during FY 13-14

16) One Senior Planner reclassified to Principal Planner during FY 13-14

17) One Planner reclassified to Senior Planner during FY 13-14

18) One Planner added FY 14-15

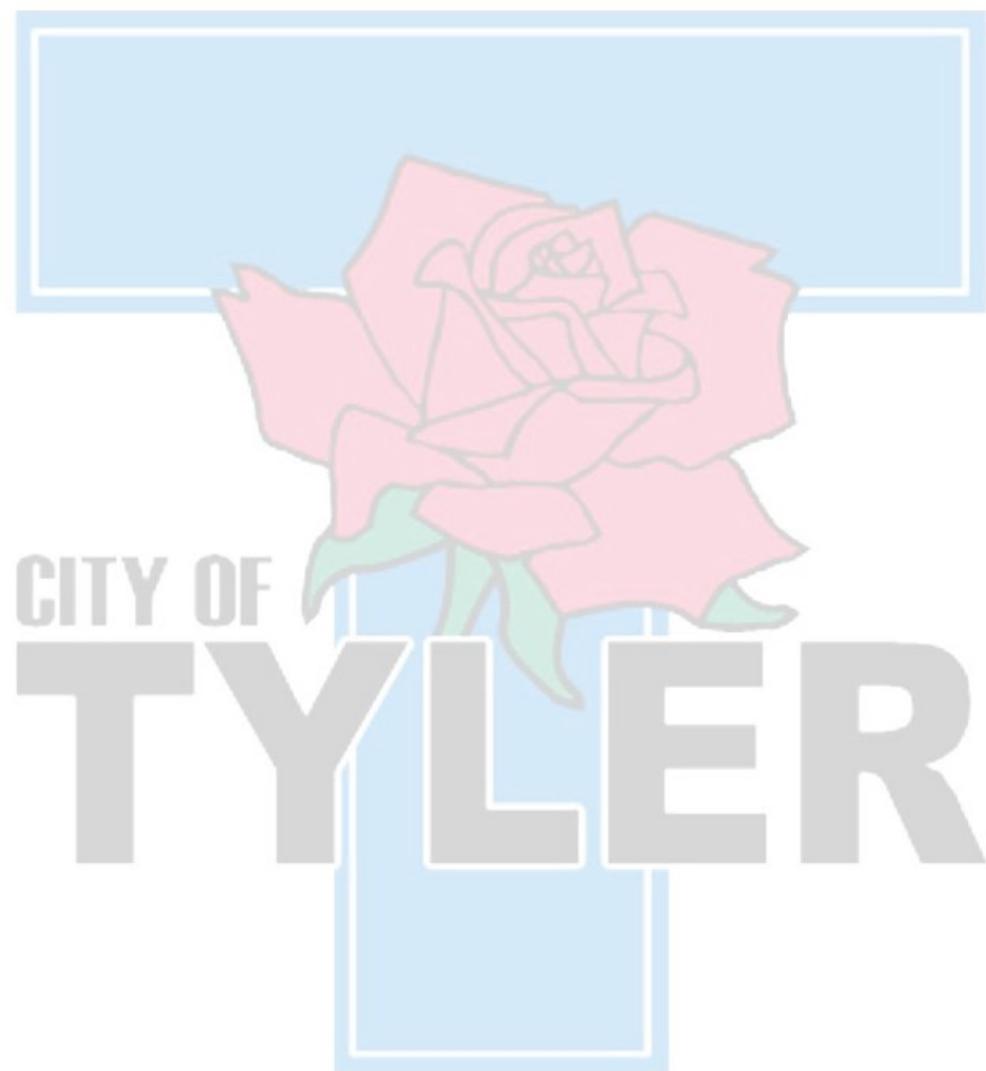
19) Principal Planner reclassified to Planning Manager FY 15-16

20) One Administrative Assistant reclassified to Executive Operations Coordinator/Planning Tech FY 15-16

21) One Executive Operations Coordinator reclassified to Administrative Assistant FY 16-17

22) One MPO Planner reclassified and transfer to Senior Planner P/Z FY 16-17

23) One Historic Preservation Officer reclassified to Planner FY 17-18



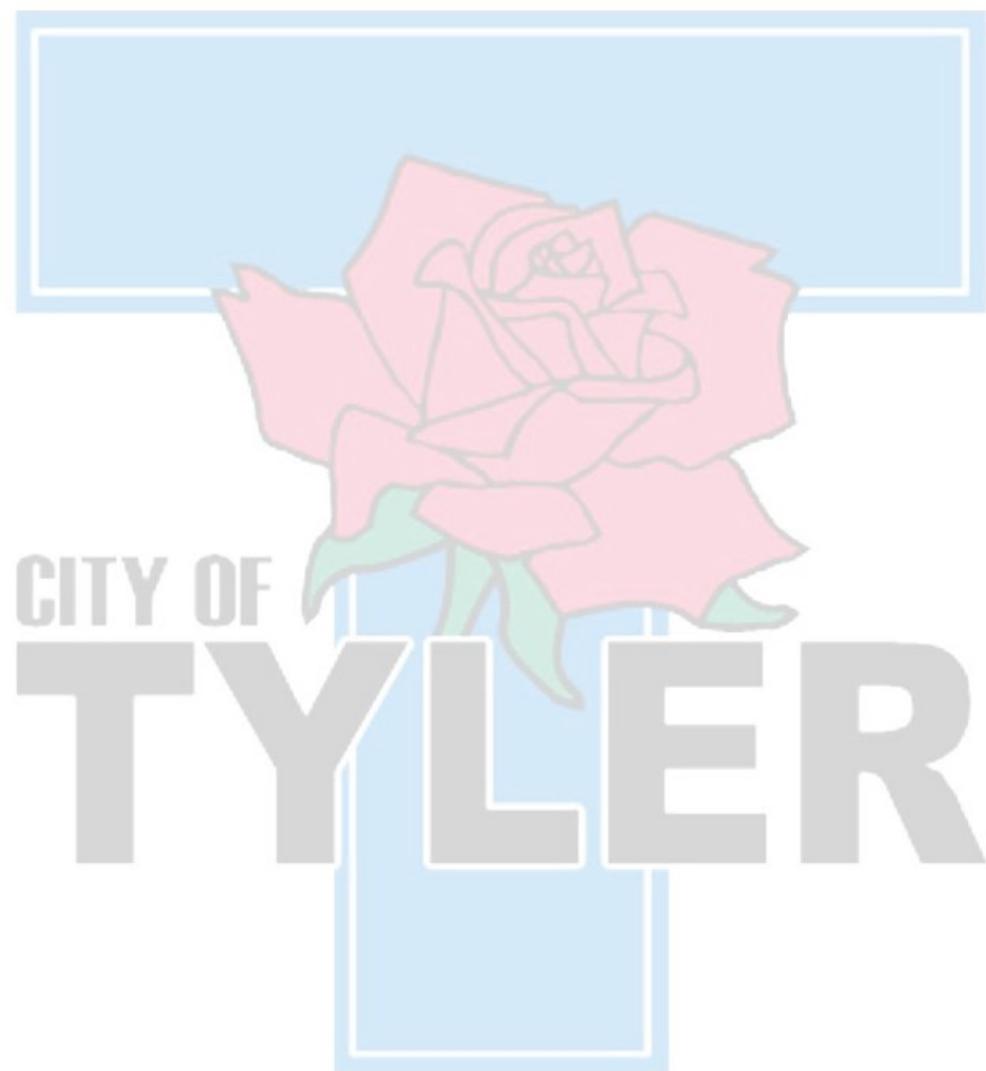
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Water Utilities
Fund



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UTILITIES FUND (502)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserved Fund Balance	4,471,695	6,702,473	6,702,473	5,185,648
Storm Water Reserve	1,131,555	-	-	-
Operating Reserve	3,891,578	4,163,775	4,163,775	4,464,582
Beginning Fund Balance / Working Capital	\$9,494,828	<u>\$10,866,248</u>	<u>\$10,866,248</u>	<u>\$9,650,230</u>
Revenues				
Use of Money and Property	164,837	92,599	166,098	129,680
Charges for Current Services	40,741,601	40,282,605	38,908,863	41,164,927
Storm Water Revenue	-	-	-	-
Miscellaneous Income	45,117	37,815	39,185	37,815
Total Revenues	40,951,555	<u>40,413,019</u>	<u>39,114,146</u>	<u>41,332,422</u>
Expenditures				
741 Administration	5,146,139	5,019,398	5,080,001	5,203,493
742 Water Office	1,997,075	2,226,197	2,130,573	2,218,309
743 Water Distribution	3,016,535	3,273,191	3,539,849	3,266,275
744 Water Plant	5,772,490	6,454,155	5,986,994	6,486,625
745 Waste Collection	2,536,587	2,683,571	2,466,068	2,473,607
746 Waste Treatment	3,755,532	4,500,828	4,091,503	4,268,305
747 Lake Tyler	707,924	1,345,067	1,133,868	1,181,116
748 Storm Water Management	-	-	-	-
749 GIS	721,045	791,406	791,253	963,433
1741 Purchasing	135,954	187,690	182,967	194,376
1745 CD/CMOM (Regulatory Monitoring)	3,054,781	3,467,046	3,510,671	3,505,200
1746 Sludge Disposal	914,441	919,390	850,133	967,269
Total Expenditures	27,758,503	<u>30,867,939</u>	<u>29,763,880</u>	<u>30,728,008</u>
Transfer In	17,414	<u>10,677</u>	<u>10,677</u>	-
(Transfer Out)	(11,839,046)	<u>(10,576,961)</u>	<u>(10,576,961)</u>	<u>(11,042,814)</u>
Dev. Services Fund (202)	(50,000)	-	-	-
Economic Development Fund (208)	-	-	-	(175,000)
Utilities Capital Fund (503)	(5,000,000)	(5,000,000)	(5,000,000)	(5,500,000)
Productivity Fund (639)	(235,312)	(434,983)	(434,983)	(500,725)
Property and Facility Fund (663)	(66,711)	(50,653)	(50,653)	(50,653)
Debt Service Fund (504)	(4,905,970)	(4,724,132)	(4,724,132)	(4,516,436)
Technology Admin (671)	(347,193)	(347,193)	(347,193)	(300,000)
Health Fund (661)	-	-	-	-
Storm Water (575)	(1,233,860)	-	-	-
General Capital Fund (102)	-	(20,000)	(20,000)	-
Unreserved Fund Balance	6,702,473	5,214,853	5,185,648	4,602,629
Storm Water Reserve	-	-	-	-
Operating Reserve	4,163,775	4,630,191	4,464,582	4,609,201
Ending Fund Balance / Working Capital	\$10,866,248	<u>\$9,845,044</u>	<u>\$9,650,230</u>	<u>\$9,211,830</u>

UTILITIES FUND (502) REVENUE DETAIL

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Use of Money and Property				
Lake Tyler Lot Rental	\$58,983	\$60,599	\$60,624	\$61,680
Lake Tyler Marina	7,585	3,000	4,633	3,000
Barge Concession	12,316	5,000	14,193	5,000
Interest Earnings	85,953	24,000	86,648	60,000
Total Use of Money and Property	164,837	92,599	166,098	129,680
Charges for Current Services				
Meter Activation	333,695	304,870	283,812	302,000
Water Service	81,079	79,500	134,051	112,000
Sewer Service	90,579	97,000	107,173	132,000
Sewer Activation	16,590	9,400	19,740	17,600
EMS Billing Fees	7,953	7,953	7,953	7,953
Water System Fee	113,648	111,780	114,303	115,020
Meter Set & Test Fees	20,150	25,000	19,950	24,500
Plug Fee	3,250	800	2,600	1,500
After Hrs./Additional Trip Fees	28,475	29,500	21,575	22,000
Water Quality Fee	130,713	136,500	138,585	139,650
Overhead Reimbursement from Storm Water	-	-	-	38,705
Overhead Reimbursement from Solid Waste	-	-	-	261,357
Water Sales	21,226,380	20,778,037	19,360,851	20,657,650
Water Miscellaneous	13,104	9,500	7,264	9,500
Reconnect Fees	313,125	305,000	303,900	305,000
Sewer Charges	15,889,875	16,055,765	15,991,892	16,619,492
Labor & Equipment	88,615	95,000	87,745	95,000
Water Connect Fees	288,225	276,000	268,250	282,000
Septic Tank Dumping Fees	344,504	320,000	353,613	320,000
Wholesale Water Sales	1,095,531	1,040,000	1,062,924	1,092,000
Late Fees	496,155	450,000	461,385	450,000
Fire Line Charges	159,955	151,000	161,297	160,000
Total Charges for Current Services	40,741,601	40,282,605	38,908,863	41,164,927
Miscellaneous				
Miscellaneous	26,762	21,000	21,455	21,000
Lake Tyler East	2,675	2,815	2,775	2,815
Returned Check Fees	15,680	14,000	14,955	14,000
Total Miscellaneous	45,117	37,815	39,185	37,815
Total Revenues	\$40,951,555	\$40,413,019	\$39,114,146	\$41,332,422

UTILITIES CONSTRUCTION FUND (503)
REVENUES, EXPENDITURES, AND AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$4,973,957	<u>\$8,900,396</u>	<u>\$8,900,396</u>	<u>\$8,881,250</u>
Revenues				
Interest Earnings	109,037	25,000	150,000	150,000
Total Revenues	109,037	<u>25,000</u>	<u>150,000</u>	<u>150,000</u>
Expenditures				
Special Services/Water Business Office Upgrades	55,750	-	-	-
Water System Improvements	507,768	2,500,000	2,647,625	970,000
Water Treatment Plant	200,554	1,259,000	283,400	4,639,435
Waste System Improvements	151,359	3,065,000	1,337,873	655,000
Waste Treatment Plant	71,740	2,925,135	675,248	5,166,800
Lake Tyler Improvements	195,427	567,500	225,000	335,917
Total Expenditures	1,182,598	<u>10,316,635</u>	<u>5,169,146</u>	<u>11,767,152</u>
Transfer In	5,000,000	<u>5,000,000</u>	<u>5,000,000</u>	<u>5,500,000</u>
Utilities Fund (502)	5,000,000	5,000,000	5,000,000	5,500,000
Utilities Debt Reserve Fund (505)	-	-	-	-
(Transfer Out)	-	-	-	-
Ending Fund Balance / Working Capital	\$8,900,396	<u>\$3,608,761</u>	<u>\$8,881,250</u>	<u>\$2,764,098</u>

STORMWATER FUND (575)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	-	1,289,845	1,289,845	382,321
Revenues				
Interest Earnings	8,434	-	27,990	14,000
Storm Water Management	1,875,155	1,851,610	1,803,683	1,881,788
Total Revenues	1,883,589	<u>1,851,610</u>	<u>1,831,673</u>	<u>1,895,788</u>
Expenditures				
Hazardous Material Operations	69,178	148,024	99,860	139,248
Storm Water Operations and Maint.	1,278,390	1,362,976	1,275,161	1,498,154
Storm Water Capital Projects	480,036	1,350,000	1,350,000	350,000
Total Expenditures	1,827,604	<u>2,861,000</u>	<u>2,725,021</u>	<u>1,987,402</u>
Transfers In	1,233,860	-	-	-
Fund 502	1,233,860	-	-	-
(Transfers Out)	-	(14,176)	(14,176)	(5,921)
Productivity Fund (639)	-	(14,176)	(14,176)	(5,921)
Ending Fund Balance / Working Capital	\$1,289,845	\$266,279	\$382,321	\$284,786

Water Utilities

Service Point Focus

Tyler Water Utilities consists of the Administration, Business Office, Water Distribution, Water Production, Wastewater Collection, Wastewater Treatment, Lake Tyler, Geographic Information Systems (GIS), Purchasing, CMOM Administration and Sludge Treatment divisions. All staff members are dedicated to providing citizens with the safest drinking water and sanitary sewer services possible while maintaining strict environmental and safety protocols.

Water Administration staff provides executive oversight and administrative support to all eleven departments within the Utility so that the utility functions as a single, cohesive operation. They provide personnel administration and development, records management, project management and contract administration for all major water and sewer infrastructure needs including maintenance, new construction and/or replacement activities, as well as planning for the most efficient funding. Administration also acts as the liaison with other City departments and with Federal, State and local organizations regarding water and sewer matters.

The Water Business Office provides services to two distinct customer bases: Internal Customers and External Customers. Internally, the Water Business Office provides meter reading, billing and payment collection services to Tyler Water Utilities and Tyler Solid Waste for approximately 35,000 water customers and 31,500 solid waste customers. This consists of over 420,000 meter readings annually and processing nearly \$3.75 million in monthly receipts. Externally, the Water Business Office serves the citizens of Tyler by providing new service connections, service transfers, disconnections and responses to billing inquiries and payment options. This requires responding to over 5,000 phone calls monthly and connecting or disconnecting over 14,500 service points annually. The office staff also provides assistance to other City departments with emergency situations as necessary.

Water Distribution safely and efficiently distributes potable drinking water to over 110,000 permanent residents through the operation and maintenance of 734 miles of distribution mains, as well as the operation and maintenance of fire hydrants, meters, valves, pressure regulators, and other components throughout the water distribution system. In addition, Water Distribution staff provides construction services through the installation of new water service connections, construction of new water distribution mains and by making repairs to water main breaks.

Water Production currently treats an average of 23.5 million gallons of water per day for use by commercial, residential and wholesale customers. This division includes operation and maintenance of two water treatment plants, laboratory operations, twelve deep water wells, twelve elevated and ground storage tanks and six booster pump stations. In addition, staff

operates and maintains the raw water pump stations located at Lake Tyler and at Lake Palestine.

The function of Wastewater Collection is to safely and efficiently collect and transport wastewater from residences, businesses and industries to the point of treatment utilizing over 694 miles of collection lines. Wastewater Collection staff provides construction services through the installation of new sewer service connections, construction of new sewer collection lines and by making repairs to wastewater lines and manholes. In addition, they provide system cleaning and inspection services as part of their preventative maintenance program and work to reduce the amount of inflow and infiltration entering the collection system, which reduces treatment costs and increases plant efficiency.

Wastewater Treatment currently treats an average of 17.7 million gallons of wastewater per day through the operation of two waste treatment plants: a trickling filter/solids contact aeration plant and an activated sludge plant. In addition to the treatment plants, staff members also have responsibility for 24 sewer lift stations, two laboratories used for analysis and control, liquid waste disposal, industrial pretreatment and a water pollution control and abatement program.

The Lake Tyler division oversees operations and maintenance for Lake Tyler, Lake Tyler East and Bellwood Lake. Lake Tyler, Lake Tyler East and Lake Palestine provide up to 64 million gallons of surface water for the City's public drinking water supply, while all lakes, including Bellwood Lake, are used for recreational purposes for residents of the City of Tyler and surrounding areas. Staff members are responsible for maintenance of dams and spillways, outlet works and associated appurtenances, as well as monitoring of the watershed for active or potential sources of pollution. This division also provides park and grounds maintenance, road and drainage maintenance, and facility construction and maintenance.

GIS provides mapping and analysis on 415 different layers for virtually every department in the City. Mapping and information services of these products are provided to the public through GIS mapping web sites. GIS performs analysis on data to aid in the decision making process of other departments. GIS participates in the local GIS consortium providing mapping products in a much lower cost environment than consortium partners could achieve on their own while maximizing the use of data and information from multiple governmental entities. The department is also responsible for addressing parcels inside the City limits.

City of Tyler Purchasing staff members are responsible for oversight of the competitive bid processes, maintaining bidder lists, bid notices, purchase orders and ensuring the purchasing process complies with generally accepted purchasing policy standards and practices, not only for Tyler Water Utilities, but for the City of Tyler as a whole. These procedures help to pro-

vide for the best use of public fund expenditures.

CMOM Administration is responsible for administering TWU's Capacity, Management, Operations and Maintenance (CMOM) Program, which provides a framework for TWU to perform a comprehensive review of the wastewater collection system and enhance current operation and maintenance practices. The Program provides for better management, operation and maintenance of the wastewater collection system, better identification of areas in the collection system with potential capacity constraints and better response to unauthorized discharges.

Sludge Treatment staff is responsible for the treatment and disposal of sewage sludge at both of the City's wastewater treatment facilities. Sludge treatment at the Southside Wastewater Treatment Plant is accomplished by both aerobic and anaerobic sludge digesters and a belt filter press with a polymer feed system. Sludge treatment at the Westside Wastewater Treatment Plant is accomplished by anaerobic sludge digesters, a sludge holding reservoir and a belt filter press with a polymer feed system. Between the two plants approximately 23,000 cubic yards of sludge is disposed of annually.

Service Point Expenditures - Water Administration

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,735,417	1,584,009	1,472,307	1,226,460
Supplies and Services	654,762	1,224,335	1,415,308	1,149,412
Sundry	3,045,373	2,734,301	2,717,861	2,765,730
Utilities	10,532	13,750	10,026	13,750
Maintenance	47,400	45,508	47,004	48,141
Total Appropriations	5,493,484	5,601,903	5,662,506	5,203,493

Service Point Employees - Water Administration

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Director of Utilities and Public Works	1.00	1.00	1.00	1.00	1.00
Director of Utilities	-	1.00	1.00	1.00	1.00
1) Accountant I	1.00	-	-	-	-
Senior Utilities Specialist	1.00	1.00	1.00	1.00	1.00
Utilities Engineer	1.00	1.00	1.00	1.00	1.00
7 & 8) Utilities Construction Inspector	3.00	3.00	3.00	3.00	3.00
8) Environmental Compliance Engineer	1.00	1.00	1.00	1.00	1.00
Total Department	8.00	8.00	8.00	8.00	8.00

1) This position is being filled as an Accounting Technician but is budgeted as an Accountant I

2) This position is being filled as an Advanced IT Specialist II but is budgeted as a GIS Developer/Database Administrator

3) Title changed to Director of Utilities and Public Works FY 2010-2011

4) GIS Analyst upgraded to Senior GIS Analyst FY 2007-2008 and moved to MPO and Solid Waste Admini

5) GIS Developer moved to WUF - GIS FY 2011-2012

6) GIS Technician II moved to WUF - GIS FY 2011-2012

7) Four Utilities Construction Inspectors transferred from Storm water in FY 09-10

8) One Utilities Construction Inspector reclassified to Environmental Compliance Engineer FY 12-13

9) Account Technician (budgeted as Accountant I) reclassified to Accountant FY 2016-2017

10) Director of Utilities reclassified from Assistant City Manager FY 16-17

11) One Account transferred to Water Business Office FY 16-17

Service Point Expenditures - Water Office

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	901,253	1,076,735	956,679	1,018,470
Supplies and Services	467,232	549,594	542,643	501,117
Sundry	595,195	559,213	595,801	650,279
Utilities	74	500	77	500
Maintenance	33,321	40,155	35,373	47,943
Total Appropriations	1,997,075	2,226,197	2,130,573	2,218,309

Service Point Employees - Water Business Office

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
3) Water Utilities Financial Manger	1.00	1.00	1.00	1.00	1.00
5) Water Utility Business Office Supervisor	1.00	-	-	-	-
14) Accountant	-	1.00	1.00	1.00	1.00
8,11) Billing Specialist	1.00	2.00	2.00	2.00	2.00
13) Billing Supervisor	-	1.00	1.00	1.00	1.00
4) Customer Service Supervisor	-	1.00	1.00	1.00	1.00
7) Customer Service Representative	4.00	4.00	4.00	4.00	4.00
2) Senior Utilities Specialist	1.00	1.00	1.00	1.00	1.00
Training Coordinator*	1.00	1.00	1.00	1.00	1.00
Utility Account Servicer	4.00	3.00	4.00	4.00	4.00
7) WBO Team Lead	2.00	1.00	1.00	1.00	1.00
9) Customer Service Specialist	2.00	2.00	2.00	2.00	2.00
Total Department	17.00	18.00	19.00	19.00	19.00

1) Correction of job title to Training Coordinator

2) Position transferred from Development Services during FY 2009-2010

3) Water Treatment Superintendent transferred to Water Business Office from Water plant and converted to Water Utilities Financial Manager FY 2010-2011

4) Title change from Customer Service Supervisor to Senior Customer Services Representative 2010-2011

5) Title change from Water Utility Bus Off. Manager to Water Utility Business Office Supervisor FY 2010-2011

6) Water Utilities Financial Manager moved from Water Plant (744) to Water Office (742) FY 2012-2013

7) One Customer Service Representative reclassified to WBO Team Lead during FY 13-14

8) One Billing Specialist reclassified to Customer Service Representative during FY 13-14

9) Account Specialists retitled to Customer Service Specialists during FY 13-14

10) Senior CSR reclassified to WBO Team Lead during FY 13-14

11) Customer Service Rep reclassified to Billing Specialist FY 15-16

* Position serves as Full-Time Lean Sigma Black Belt

12)1 WBO Team Lead reclassified to Customer Service Supervisor FY 16-17

13) Water Utility Business Office Supervisor reclassified to Billing Supervisor FY 16-17

14)One Accountant transferred from Water Administration FY 16-17

15) One Utility Account Servicer added FY 17-18

Service Point Expenditures - Water Distribution

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,445,155	1,816,804	1,707,152	1,666,361
Supplies and Services	254,933	159,642	258,391	263,640
Sundry	122,362	150,546	150,514	158,924
Utilities	13,956	13,150	15,016	15,424
Maintenance	844,011	788,674	763,978	812,551
Capital Outlay	336,118	344,375	644,798	349,375
Total Appropriations	3,016,535	3,273,191	3,539,849	3,266,275

Service Point Employees - Water Distribution

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1, 18) Utilities Operations Manager	1.00	1.00	-	-	-
Manager, Water Utilities Systems	-	-	1.00	1.00	1.00
Crew Leader	2.00	2.00	2.00	2.00	2.00
6, 12) Equipment Operator II	2.00	2.00	3.00	3.00	3.00
2) & 5) & 7,14) Laborer	7.00	7.00	7.00	7.00	7.00
5, 13) Meter Repairer	4.00	4.00	4.00	4.00	4.00
5, 7, 16) Semi-Skilled Laborer	5.00	6.00	6.00	6.00	6.00
19) Senior Clerk	1.00	1.00	-	-	-
Asset Technician	-	-	1.00	1.00	1.00
9) Senior Secretary	1.00	1.00	1.00	1.00	1.00
Senior Utilities Maintenance Repairer	1.00	1.00	1.00	1.00	1.00
6, 17) Truck Driver	4.00	4.00	4.00	4.00	4.00
Utility Locator	1.00	1.00	1.00	1.00	1.00
Water System Maintenance Superintendent	-	-	1.00	1.00	1.00
Utilities Maintenance Repairer/W	1.00	1.00	1.00	1.00	1.00
Total Department	30.00	31.00	33.00	33.00	33.00

- 1) Water System Construction Supervisor upgraded to Utilities Operations Manager during FY 2007-2008
- 2) One Laborer position upgraded to GIS Addressing Technician during FY 2007-2008 and downgraded back to Laborer for FY 2008-2009
- 3) GIS Addressing Technician transferred to Solid Waste Administration for FY 2008-2009
- 4) Permit Clerk transferred from Development Services during FY 2009-2010 and transferred back during same year
- 5) One Meter Repairer downgraded to Semi-Skilled Laborer during FY 2010-2011. One Semi-skilled laborer added FY 15-16.
- 5) One temp laborer upgraded to full time semi-skilled laborer FY 15-16
- 6) One Equipment Operator II reclassified to Truck Driver FY 2010-2011. One temp truck driver upgraded to Full time truck driver FY 15-16
- 7) Two Laborers upgraded to Semi-Skilled Laborers during FY 2007-2008 Error located during FY 2010-2011 will not reflect in prior budget books
- 8) One Purchasing Agent temporarily reassigned to full-time Lean Sigma Black Belt
- 9) One Senior Secretary temporarily reassigned to full-time Purchasing Agent
- 10) Inventory Technician reclassified to Purchasing Manager and moved to new Purchasing department during FY 13-14
- 11) Purchasing Agent moved to Purchasing during FY 13-14
- 12) Error located during FY 15/16 for One Equipment Operator II added FY 14-15 will not reflect in prior budget books & for a Laborer added in FY 14/15 (below)
- 13) One Meter Repairer added FY 15-16
- 14) One Laborer added FY 14-15. One Laborer transferred from 745 FY 15-16. One Laborer transferred to 745 FY 16/17
- 16) One Semi-Skilled Laborer added FY 16/17. Error located FY 17/18 for one Laborer added FY 14/15 although notated, it was not reflective for total number employees above will not reflect in prior budget books
- 17) One Truck Driver added FY 17/18 and reclassified to Equipment Operator II FY 17-18
- 18) Utilities Operations Manager reclassified to Manager, Water Utilities Systems FY 17-18
- 19) One Senior Clerk reclassified to Asset Technician FY 17-18

Service Point Expenditures - Water Plant

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,301,436	1,561,575	1,571,508	1,594,400
Supplies and Services	2,268,407	2,217,504	2,125,191	2,427,827
Sundry	76,138	79,548	79,548	82,567
Utilities	1,697,092	1,961,935	1,688,596	1,809,061
Maintenance	385,744	568,593	457,506	507,770
Capital Outlay	43,673	65,000	64,645	65,000
Total Appropriations	5,772,490	6,454,155	5,986,994	6,486,625

Service Point Employees - Water Plant

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
1) Water Treatment Superintendent	1.00	1.00	1.00	1.00	1.00
7) Manager, Water Production	1.00	1.00	-	-	-
Manager, Water Utilities Systems	-	-	1.00	1.00	1.00
Chief Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00
Instrument Technician	1.00	1.00	1.00	1.00	1.00
4) Laborer	2.00	2.00	2.00	2.00	2.00
Plant Mechanic I/W	1.00	1.00	1.00	1.00	1.00
Plant Mechanic II/W	1.00	1.00	1.00	1.00	1.00
4) Plant Operator I/W	3.00	3.00	4.00	4.00	4.00
2) Plant Operator II/W	12.00	12.00	12.00	12.00	12.00
2) Plant Operator III/W	2.00	2.00	2.00	2.00	2.00
Utilities Lab Analyst	1.00	1.00	1.00	1.00	1.00
Total Department	27.00	27.00	28.00	28.00	28.00

1) Water Treatment Superintendent transferred to Water Business Office and Converted to Water Utilities Financial Manager FY 2010-2011

2) 1 Plant Operator II W upgraded to Plant Operator III W FY 2010-2011

3) Water Quality Chemist reclassified to Water Systems Superintendent in Water Plant (744) in FY 2011-2012

4) One Plant Operator added FY 15-16. One Plant Operator added FY 14/15 Error located FY 17/18 will not reflect in prior budget books.

5) One Plant Operator II added FY 15-16

6) Water Systems Superintendent reclassified to Manager, Water Production FY 15-16

7) One Manager, Water Production retitled to Manager, Water Utilities Systems FY 17-18

Service Point Expenditures - Waste Collection

	FY2017-2018	FY2018-2019	FY2018-2019	FY2019-2020
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	1,323,241	1,596,877	1,314,507	1,397,009
Supplies and Services	342,186	181,894	328,954	150,418
Sundry	1,400	1,400	1,373	1,352
Utilities	-	150	34	150
Maintenance	822,910	793,067	736,282	799,678
Capital Outlay	46,850	110,183	84,918	125,000
Total Appropriations	2,536,587	2,683,571	2,466,068	2,473,607

Service Point Employees - Waste Water Collection

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
9) Wastewater Superintendent/Construction	1.00	1.00	-	-	-
Wastewater Superintendent	-	-	1.00	1.00	1.00
3) Crew Leader	2.00	2.00	2.00	2.00	2.00
1, 2, 3, 10) Laborer	6.00	8.00	8.00	8.00	8.00
2, 3, 6, 11) Semi-Skilled Laborer	4.00	5.00	4.00	4.00	4.00
Asset Technician	-	-	1.00	1.00	1.00
1, 3) Truck Driver	2.00	2.00	2.00	2.00	2.00
8) Equipment Operator I	-	-	1.00	1.00	1.00
4) Utilities Maintenance Repairer	7.00	7.00	7.00	7.00	7.00
Total Department	22.00	25.00	26.00	26.00	26.00

1) 1 Laborer upgraded to Truck Driver FY 2010-2011

2) 2 Laborers upgraded to Semi-skilled Laborers FY 2010-2011

3) Four Frozen Laborers moved from Parks FY 13-14 as 1 crew leader, 1 truck driver, 1 semi-skilled and 1 laborer

2) and 3) One semi-skilled laborer added FY 15-16

4) One Utility Maintenance Repairer position added FY 15-16

5) One Laborer moved to 743 FY 15-16

6) One Semi-Skilled Laborer added FY 16/17

7) One Laborer added FY 16/17

8) One Equipment Operator I added FY 17/18

9) Wastewater Superintendent -Construction/Rep retitled to Wastewater Superintendent FY 17-18

10) One Laborer transferred from 743 FY 16/17

11) One Semi-Skilled Laborer reclassified to Asset Technician FY 17-18

Service Point Expenditures - Waste Treatment

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,311,347	1,545,946	1,447,860	1,576,934
Supplies and Services	1,147,231	1,189,431	1,106,684	1,161,400
Sundry	41,064	43,810	43,810	65,569
Utilities	676,545	825,254	613,767	700,450
Maintenance	579,345	896,387	879,382	763,952
Capital Outlay	-	-	-	-
Total Appropriations	3,755,532	4,500,828	4,091,503	4,268,305

Service Point Employees - Waste Treatment

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
10) Wastewater Treatment Superintendent	-	-	-	-	-
11) Manager, Water Quality	1.00	1.00	-	-	-
Manager, Waste Water Utilities Systems	-	-	1.00	1.00	1.00
Chief Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00
Industrial Pretreatment Inspector	1.00	1.00	1.00	1.00	1.00
Industrial Pretreatment Technician	1.00	1.00	1.00	1.00	1.00
6) Laborer	4.00	4.00	4.00	4.00	4.00
6) Plant Mechanic I/WW	2.00	2.00	2.00	2.00	2.00
Plant Mechanic II/WW	1.00	1.00	1.00	1.00	1.00
1, 5, 7) Plant Operator II	2.00	2.00	2.00	2.00	2.00
Plant Operator III	2.00	2.00	2.00	2.00	2.00
Utilities Lab Analyst	2.00	2.00	2.00	2.00	2.00
3, 8) Biosolids Truck Driver	1.00	2.00	2.00	2.00	2.00
4, 9) Biosolids Plant Operator I	2.00	2.00	2.00	2.00	2.00
5) Westside Plant Operator II	6.00	6.00	6.00	6.00	6.00
7) Plant Operator II SSWTP	2.00	2.00	2.00	2.00	2.00
Total Department	29.00	30.00	30.00	30.00	30.00

1) For recruitment purposes Plant Operator II positions are posted as I or II in order to widen the range of qualified candidates.

However all positions are budgeted at the Plant Operator II rate

2) Water Quality Chemist reclassified to Water Systems Superintendent in Water Plant (744) in FY 2011-2012

3) Biosolids Truck Driver added FY 12-13

4) Biosolids Plant Operator I added FY 12-13

5) Six Plant Operator II's reclassified to Westside Plant Operator II's FY 12-13

6) Plant Mechanic I/WW added from Project Planner (NBS) FY 13-14. Two Plant laborers added FY 15-16

7) Three Plant Operator II's reclassified to Plant Operator II SSWTP during FY 13-14

8) Biosolids Truck Driver moved to new Biosolids account during FY 13-14

9) Biosolids Plant Operator I moved to new Biosolids account during FY 13-14

10) Wastewater Treatment Superintendent reclassified to Manager, Water Quality FY 15-16

11) One Manager, Water Quality retitled to Manager, Manager Waste Water Utilities System FY 17-18

Service Point Expenditures - Lake Tyler

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	332,200	430,308	389,057	429,372
Supplies and Services	99,242	339,113	193,979	177,432
Sundry	27,904	45,933	45,933	47,343
Utilities	11,360	11,700	11,835	13,740
Maintenance	237,218	518,013	493,064	513,229
Total Appropriations	707,924	1,345,067	1,133,868	1,181,116

Service Point Employees - Lake Tyler

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
2) Manager/Water Production and Quality	1.00	-	-	-	-
Equipment Operator I	2.00	2.00	2.00	2.00	2.00
Foreman I	1.00	1.00	1.00	1.00	1.00
1) Laborer	3.00	3.00	3.00	3.00	3.00
Lake Supervisor I	1.00	1.00	1.00	1.00	1.00
Lake Supervisor II	1.00	1.00	1.00	1.00	1.00
Senior Utilities Specialist	1.00	1.00	1.00	1.00	1.00
Total Department	10.00	9.00	9.00	9.00	9.00

1) One laborer added FY 15-16

2) Mrg/Wtr Production and Quality reclassified to Director of Utilities FY 16-17

Service Point Expenditures - Storm Water

	FY2017-2018	FY2018-2019	FY2018-2019	FY2019-2020
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	533,401	723,365	635,569	728,085
Supplies and Services	114,142	95,327	112,447	85,046
Sundry	8,989	9,952	9,886	148,657
Utilities	7,638	8,500	7,536	8,100
Maintenance	496,521	525,832	509,723	528,266
Capital Outlay	480,036	1,350,000	1,350,000	350,000
Total Appropriations	1,640,727	2,712,976	2,625,161	1,848,154

Service Point Employees - Storm Water

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
22) Street Operations Manager	0.50	0.50	0.50	0.50	0.50
3, 23) Capital Budget Analyst	0.14	0.14	-	-	-
25) Communications Manager	-	0.07	-	-	-
Director of Marketing and Communications	-	-	0.07	0.07	0.07
20, 24) Senior Public Relations Specialist/Grant writer	1.00	-	-	-	-
Crew Leader	2.00	2.00	2.00	2.00	2.00
Equipment Operator II	4.00	4.00	4.00	4.00	4.00
Foreman II	1.00	1.00	1.00	1.00	1.00
Laborer	1.00	1.00	1.00	1.00	1.00
18) Project Engineer	0.15	0.15	0.15	0.15	0.15
Semi-Skilled Laborer	2.00	2.00	2.00	2.00	2.00
21) Administrative secretary	0.50	0.50	0.50	0.50	0.50
8) Truck Driver	2.00	2.00	2.00	2.00	2.00
14, 16) Administrative Assistant	0.24	0.24	0.24	0.24	0.24
19) Associate Engineer	0.40	0.40	0.40	0.40	0.40
Total Department	14.93	14.00	13.86	13.86	13.86

3) Capital Budget Analyst position with 86% paid by Engineering

8) 1 of 2 Truck driver positions frozen for FY 2011-2012 and 2012-2013

9) Title Change from Communication Director to Managing Director of External Relations FY 2011-2012

10) Title Change from Associate Traffic Engineer to Transportation Project Engineer FY 2010-2011

11) Transportation Project Engineer downgraded to Traffic Services Supervisor in FY 2011-2012

12) Four Utilities Construction Inspectors moved to Water Admin in FY 2009-2010

13) Engineering Technician reclassified to Project Engineer, moved to Engineering FY 12-13

14) Senior Secretary reclassified to Administrative Secretary FY 12-13

15) Managing Director of External Relations downgraded to Senior Public Relations Specialist in Communications FY 12-13.

16) Administrative Assistant payroll split changed from 76/24 to 85/15 Traffic/Stormwater FY 14-15

17) Traffic Services Supervisor payroll split eliminated FY 14-15

18) Project Engineer payroll split added 85/15 Engineering/Stormwater FY 14-15 & 15-16

19) Associate Engineer payroll split added 60/40 Engineering/Stormwater FY 14-15 & 15-16

20) Senior Public Relations Specialist 93% paid by communications FY 15-16

21) Administrative Secretary payroll 50% paid by Streets FY 15-16

22) Street Operations manager payroll 50 % paid by Streets FY 15-16

23) Capital Budget Analyst closed FY 16/17

24) Sr. PR Specialist/Grantwriter reclassified to Communications Manager FY 16/17

25) Communications Manager reclassified to Director of Marketing and Communications FY 17/18 salary split 93%Communication,7%Stormwater

Service Point Expenditures - GIS

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	377,198	425,005	452,035	594,655
Supplies and Services	151,998	171,504	144,321	157,262
Sundry	191,849	194,897	194,897	211,516
Total Appropriations	721,045	791,406	791,253	963,433

Service Point Employees - GIS

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1) GIS Addressing Technician	1.00	1.00	1.00	1.00	1.00
1, 2,) Senior GIS Analyst	1.00	1.00	1.00	1.00	1.00
3,5, 6) GIS Developer	1.00	1.00	1.00	1.00	1.00
4) GIS Technician II	1.00	1.00	1.00	1.00	1.00
7) GPA Manager	1.00	1.00	1.00	1.00	1.00
8)Informatics Data Analyst	-	-	1.00	1.00	1.00
Total Department	5.00	5.00	6.00	6.00	6.00

1) Moved from SW-Administration FY 2011-2012

2) Moved from Other- MPO FY 2011-2012

3) GIS Developer moved from Water Administration to WUF -GIS FY 2011-2012

4) GIS Technician II moved from Water Administration to WUF - GIS FY 2011-2012

5) Moved funding to Other-MPO during FY 2011-2012

6) GIS Developer moved from MPO to GIS FY 13-14

7) GIS Coordinator reclassified to GPA Manager during FY 13-14

8)Informatics Data Analyst added but not listed FY 14-15 error located FY 17-18 will not reflect in previous years

Service Point Expenditures - Purchasing

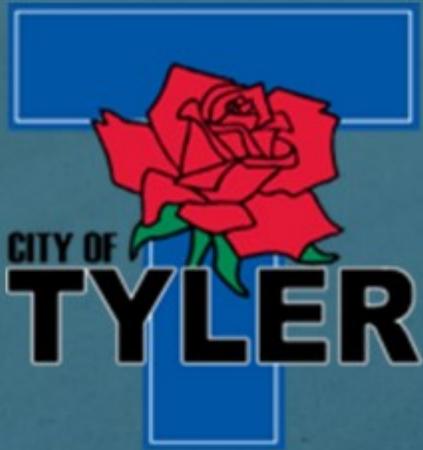
	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	114,221	161,505	158,408	166,136
Supplies and Services	3,696	8,022	6,614	8,562
Sundry	2,930	3,141	3,141	4,055
Utilities	3	150	54	150
Maintenance	15,104	14,872	14,750	15,473
Total Appropriations	135,954	187,690	182,967	194,376

Service Point Expenditures - Sludge Disposal

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	207,141	214,011	223,637	213,161
Supplies and Services	526,646	490,958	447,016	542,160
Sundry	200	200	200	300
Utilities	16,771	23,000	15,170	18,000
Maintenance	163,683	191,221	164,110	193,648
Total Appropriations	914,441	919,390	850,133	967,269

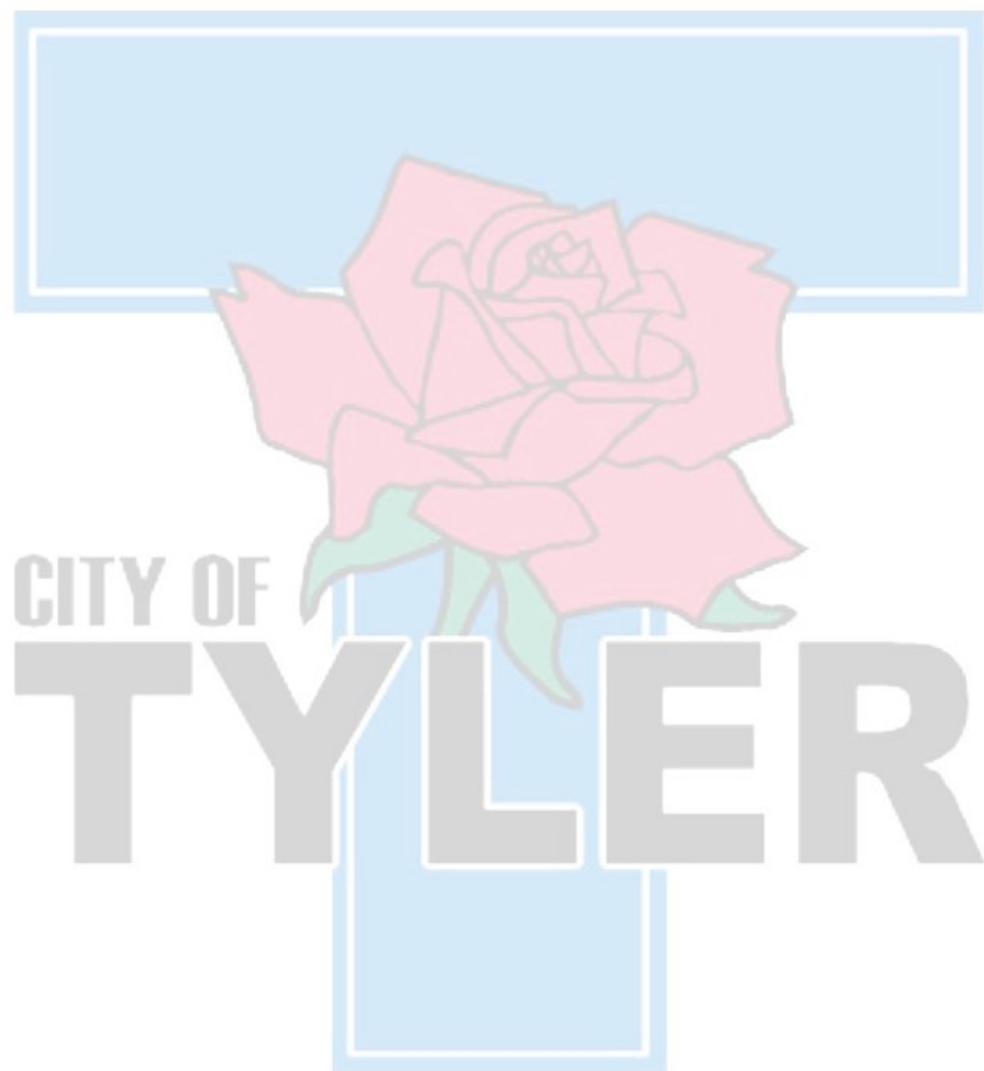
Service Point Expenditures - CD/CMOM

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	9,539	50,106	43,138	-
Supplies and Services	3,059,573	3,416,890	3,467,483	3,100,150
Sundry	50	50	50	405,050
Total Appropriations	3,069,162	3,467,046	3,510,671	3,505,200



A Natural Beauty

Solid Waste
Fund



A Natural Beauty

SOLID WASTE FUND (560)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual	Amended		
	2017-2018	Budget	Projected	Budget
		2018-2019	2018-2019	2019-2020
Operating Reserve	\$1,671,209	\$1,798,172	\$1,798,172	\$1,817,147
Unreserved Fund Balance	671,151	597,549	597,549	807,311
Beginning Fund Balance / Working Capital	2,342,360	<u>2,395,721</u>	<u>2,395,721</u>	<u>2,624,458</u>
Revenues				
Interest and Rental Income	27,153	25,112	15,176	22,364
Charges for Residential Serv.	6,708,375	6,771,086	6,835,895	6,900,630
Charges for Commercial Serv.	4,291,617	4,150,762	4,350,592	4,318,667
Recycle Sales	87,021	146,182	73,620	77,822
Roll-Off	1,657,636	1,627,703	1,788,545	1,660,023
Miscellaneous	701,481	961,028	1,051,265	1,058,714
Total Revenues	13,473,283	<u>13,681,873</u>	<u>14,115,093</u>	<u>14,038,220</u>
Expenditures				
Administration	1,602,587	1,608,421	1,608,421	1,902,804
Residential Collection	6,142,164	5,816,108	5,866,769	6,066,948
Commercial Collection	3,389,173	3,504,546	3,649,091	3,758,761
Keep Tyler Beautiful	246,719	264,535	263,440	192,712
Code Enforcement	607,171	646,966	726,595	791,643
Total Expenditures	11,987,814	<u>11,840,576</u>	<u>12,114,316</u>	<u>12,712,868</u>
Transfer In	-	-	-	-
Fleet Fund (640)	-	-	-	-
(Transfer Out)	(1,432,108)	(1,772,040)	(1,772,040)	(1,709,961)
Development Services (202)	(25,000)	-	-	-
Economic Development Fund (208)	-	-	-	(150,000)
SW Capital Fund (562)	(1,000,000)	(1,300,000)	(1,300,000)	(950,000)
Productivity Fund (639)	(153,856)	(232,396)	(232,396)	(284,308)
Property and Facility Fund (663)	(66,711)	(50,653)	(50,653)	(50,653)
Health Fund (661)	-	-	-	-
Technology Fund (671)	(186,541)	(188,991)	(188,991)	(275,000)
Operating Reserve	1,798,172	1,776,086	1,817,147	1,906,930
Unreserved Fund Balance	597,549	688,892	807,311	332,919
Ending Fund Balance / Working Capital	\$2,395,721	<u>\$2,464,978</u>	<u>\$2,624,458</u>	<u>\$2,239,849</u>

SOLID WASTE FUND (560) DETAIL REVENUE

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Use of Money and Property				
Rent - Miscellaneous	\$15,499	\$12,050	\$9,180	\$9,171
Interest Earnings	11,654	13,062	5,996	13,193
Total Use of Money and Property	27,153	25,112	15,176	22,364
Charges for Current Services				
Residential Sanitation Fees	6,708,375	6,771,086	6,835,895	6,900,630
Commercial Fees	4,291,617	4,150,762	4,350,592	4,318,667
Roll-Off Collection Fees	1,657,636	1,627,703	1,788,545	1,660,023
Total Charges for Current Services	12,657,628	12,549,551	12,975,032	12,879,320
Recycle Sales				
Recycle Sales	87,021	146,182	73,620	77,822
Total Recycle Sales	87,021	146,182	73,620	77,822
Miscellaneous Income				
Landfill Royalty Fee	673,972	605,488	675,835	672,356
Miscellaneous Income	27,509	19,485	44,677	84,882
Landfill Access Fee	177,585	336,055	330,753	301,476
Total Miscellaneous Income	701,481	961,028	1,051,265	1,058,714
Total Revenues	\$13,473,283	\$13,681,873	\$14,115,093	\$14,038,220

SOLID WASTE CAPITAL FUND (562)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$102,811	\$618,747	\$618,747	\$444,232
REVENUES				
Interest Earnings	7,826	4,000	17,536	8,000
TOTAL REVENUES	7,826	4,000	17,536	8,000
EXPENDITURES				
Special Services	18	-	-	-
Sanitation Containers	274,148	300,000	291,244	300,000
New Commercial Trucks	217,724	408,807	408,807	360,000
Keep Tyler Beautiful Projects	-	800,000	792,000	300,000
Contingency	-	75,000	-	375,000
TOTAL EXPENDITURES	491,890	1,583,807	1,492,051	1,335,000
Transfer In	1,000,000	1,300,000	1,300,000	950,000
Solid Waste Fund (560)	1,000,000	1,300,000	1,300,000	950,000
Transfer Out	-	-	-	-
Ending Fund Balance / Working Capital	\$618,747	\$338,940	\$444,232	\$67,232

Solid Waste

Service Point Focus

The Solid Waste Department provides service support for residential and commercial solid waste collection, disposal services, and recycling operations. Our mission is to provide exceptional service that is both economically and environmentally responsible and meets the needs of our citizens.

- Residential garbage collection;
- Residential garbage container disbursement program;
- Residential curbside recycling collection;
- Commercial garbage collection;
- Commercial roll-off rentals;
- Oversee Greenwood Farms Landfill operations;
- Hazardous materials disposal;
- Tyler Recycling Collection Center and,
- Sponsors: Spring and Fall Cleanup Weeks with free bulky item pickup, Adopt a Street, Adopt a Spot, Adopt a Park, Christmas tree recycling, and events like Tyler Recycles Day, Earth Day, Paint Recycle Day, and Litter Cleanups.

Accomplishments for 2018-2019

- Continued the Lean Sigma program for Recycle Sales and Billing and saved \$50,942 from FY 12-19.
- Implemented a change for Pack Out Service Approvals and has saved \$16,008 in FY 19.
- Implemented a change for Roll Off billing and collected

\$31,290 of past balance accounts in four months.

- Increased Solid Waste revenue by 1.04%
- Continued to identify areas of improvement and initiated new lean sigma projects to reduce cost and increase efficiency.
- Increase types of recycling material taken for curbside recycling.
- Increased Landfill Access Fee to help with Keep Tyler Beautiful and Parks Projects.
- Purchased 2 Roll Off trucks, 2 Front Load trucks, and 8 Residential trucks.
- Recycle Center continued to be open longer hours in order to meet the needs of our customers.
- Continued to venture with local businesses to recycle scrap metal.
- Encouraged and allowed employees the opportunities for additional training at City U.

Goals for 2018-2019

- Re-evaluate Commercial Routing Software to optimize service and to reduce labor cost.
- Continue to encourage and allow employees opportunities for additional training at City U.
- Continue to deliver excellent customer service to the public.
- Add one additional commercial driver.

Code Enforcement

Accomplishments for 2018-2019

- Achieved a 100% conviction rate on illegal dumping cases.
- Worked 25 substandard structure cases
- Voluntary Compliance rate of 98%;
- Mowers cleaned over 500 sites
- Created new internal reports to better track response times on new and open cases.

Goals for 2019-2020

- Reduce illegal dumping.
- Focus on reducing citizen's top five complaints:
 - High weeds
 - Sign violations
 - Trash complaints
 - Junked Vehicles
 - Unimproved parking surface violations

Service Point Expenditures - Administration

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	946,186	959,473	922,143	951,285
Supplies and Services	129,459	128,206	132,743	131,404
Sundry	866,915	862,899	895,950	819,424
Utilities	424	690	432	691
Total Appropriations	1,942,984	1,951,268	1,951,268	1,902,804

Service Point Employees - Solid Waste Administration

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
6 & 7) Director of Solid Waste	1.00	1.00	1.00	1.00	1.00
12, 13, 14) Solid Waste Manager	-	0.50	-	-	-
Director of Solid Waste, Transit, & VES	-	-	1.00	1.00	1.00
8, 11) Account Specialist	-	1.00	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Utilities Specialist	1.00	1.00	1.00	1.00	1.00
6 & 8) Account Specialist Auditor*	2.00	1.00	1.00	1.00	1.00
10) Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Total Department	6.00	6.50	7.00	7.00	7.00

1) 96% of position funded through MPO beginning FY 2008-2009

2) Solid Waste Supervisor eliminated FY 2011-2012

3) Senior GIS Analyst position moved to WUF - GIS FY 2011-2012

4) GIS Addressing Technician moved to WUF - GIS FY 2011-2012

5) GIS Coordinator position moved to WUF - GIS FY 2011-2012

6) Director of Solid Waste downgraded to Account Specialist/Auditor FY 12-13

7) SW/VES Manager upgraded to Director of Solid Waste FY 13-14

8) One Account Specialist upgraded to Account Specialist/Auditor FY 12-13

* One Account Specialist/Auditor serving as full time Lean Sigma Black Belt

9) Special Projects Coordinator moved to SW Keep Tyler Beautiful Fund FY 13-14

10) Account Specialist reclassified to Administrative Secretary during FY 13-14

11) One Account Specialist added FY 16-17

12) One Solid Waste Manager position added; reclassified from Fleet Services Coord. FY 16-17

13) SW Manager position paid 100% from SW Admin, no longer split 50/50 with Transit FY 17-18

14) One SW Manager reclassified to Director of SW/Transit/VES FY 17-18

Service Point Expenditures - Residential Collections

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	1,744,875	1,602,333	1,713,669	1,696,671
Supplies and Services	1,951,572	1,797,723	1,740,408	1,794,168
Sundry	99,954	99,954	99,959	99,954
Utilities	2,279	2,345	2,091	2,347
Maintenance	2,343,484	2,313,753	2,310,642	2,473,808
Total Appropriations	6,142,164	5,816,108	5,866,769	6,066,948

Service Point Employees - Solid Waste Residential

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
15, 16) Commercial Equipment Operator	3.00	3.00	2.00	-	-
1) Crew Leader	-	-	-	-	-
Driver Trainer	-	-	-	-	-
2, 4, 7, 8, & 11) Foreman II	3.00	3.00	3.00	3.00	3.00
9) Laborer	2.00	4.00	4.00	4.00	4.00
13, 14) Residential Equipment Operator	23.00	22.00	22.00	22.00	22.00
7) Residential Superintendent	1.00	1.00	1.00	1.00	1.00
Total Department	32.00	33.00	32.00	30.00	30.00

1) 2 Positions added during FY 2007-2008

2) Title change of Commercial Sales Representative to Foreman II during FY 2007-2008

3) Position transferred to SW Code Enforcement

4) One Foreman I upgraded to Foreman II during FY 2009-2010

5) One Foreman I eliminated FY 2011-2012

6) Recycling Technician eliminated FY 2011-2012

* Commercial Superintendent serving as Full-Time Lean Sigma Black Belt

7) One Foreman II reclassified to Residential Superintendent

8) One Foreman II reclassified to Commercial Superintendent

9) One Laborer moved to Finance and reclassified to Accounting Manager FY 13-14

10) Four Residential Equipment Operator positions added FY 2015-2016

11) One Residential Equipment Operator reclassified to Foreman II FY 2015-2016

12) One Residential Crew Leader reclassified to Commercial Equipment Operator FY 2015-2016

13) Four Residential Equip. Operators added FY 15-16

14) One Residential Equipment Operator reclassified to Vehicle Services Manager FY 16-17

15) One Commercial Equipment Operator transferred from 753 FY 16 -17

16) One Commercial Equipment Operator transferred to 753 FY 17-18

Service Point Expenditures - Commercial Collections

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	897,019	1,189,064	1,162,795	1,181,776
Supplies and Services	1,728,820	1,661,411	1,796,369	1,834,693
Sundry	103,910	103,910	103,910	103,910
Utilities	4,899	4,370	4,226	4,373
Maintenance	654,525	545,791	581,791	634,009
Total Appropriations	3,389,173	3,504,546	3,649,091	3,758,761

Service Point Employees - Solid Waste Commercial

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
2, 3, 4) Commercial Equipment Operator	8.00	8.00	9.00	11.00	11.00
1) Welder I	1.00	1.00	1.00	1.00	1.00
1) Welder II	1.00	2.00	2.00	2.00	2.00
8) Commercial Superintendent	1.00	1.00	1.00	1.00	1.00
Commercial Sales Representative	1.00	1.00	1.00	1.00	1.00
Total Department	12.00	13.00	14.00	16.00	16.00

1) Two Welder positions I & II added FY 15-16. One Welder I position added FY 16-17

2) One Commercial Equipment Operator transferred to 752 FY 16-17

3) One Commercial Equipment Operator transferred from 752 FY 17-18

4) Two Commercial Equipment Operators transferred from 752 FY 18-19

Service Point Expenditures - Code Enforcement

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	444,860	491,310	561,566	601,645
Supplies and Services	40,661	45,481	44,727	52,333
Sundry	42,219	43,419	43,426	50,647
Utilities	49	250	53	5,597
Maintenance	79,382	66,506	76,823	81,421
Total Appropriations	607,171	646,966	726,595	791,643

Service Point Employees - Code Enforcement

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Code Enforcement Manager	1.00	1.00	1.00	1.00	1.00
8) Field Supervisor	1.00	1.00	1.00	1.00	1.00
7, 9, 10) Code Enforcement Officer I	2.00	2.00	2.00	2.00	2.00
2, 9, 12) Code Services Officer	2.00	3.00	3.00	3.00	3.00
4) Equipment Operator II	1.00	1.00	1.00	1.00	1.00
11) Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Total Department	8.00	9.00	9.00	9.00	9.00

1) Title change from Environmental Coordinator to Code Enforcement Manager during FY 2007-2008

2) One position upgraded to Chief Code Enforcement Officer for FY 2008-2009

3) Four positions transferred to Streets during FY 2007-2008

4) One position transferred to Streets during FY 2007-2008

5) One position upgraded to Code Services Officer for FY 2008-2009

6) Position transferred from Streets during FY 2007-2008

7) Position transferred from SW Residential for FY2010-2011

8) Title change from Chief Code Enforcement Officer to Field Supervisor FY 2010-2011

9) Code Services Officer upgraded to Code Enforcement Officer I FY 2010-2011

10) Eliminated 2 Code Service Officer I

11) Senior Clerk reclassified to Administrative Secretary FY 13-14

12) One Code Services Officer added FY 16-17

*This department was formerly known as Environmental Services.

Service Point Expenditures - Litter Control

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	56,018	55,859	56,455	72,605
Supplies and Services	116,614	116,400	115,286	119,307
Utilities	862	800	800	800
Capital Outlay	70,041	91,476	90,899	-
Total Appropriations	243,535	264,535	263,440	192,712

Service Point Employees - Keep Tyler Beautiful

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
2) Keep Tyler Beautiful Comm. Coord.	1.00	1.00	1.00	1.00	1.00
1) Special Projects Coordinator	-	-	-	-	-
Total Department	1.00	1.00	1.00	1.00	1.00

1) Special Projects Coordinator moved to Keep Tyler Beautiful fund FY 13-14

2) Special Projects Coordinator reclassified to Keep Tyler Beautiful Community Coordinator FY 15-16

Service Point Expenditures - Capital Projects Administration

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	18	-	-	-
Sundry	-	75,000	-	375,000
Capital Outlay	-	-	-	-
Total Appropriations	18	75,000	-	375,000

Service Point Expenditures - Capital Projects Residential Collection

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Capital Outlay	141,520	200,000	194,976	150,000
Total Appropriations	141,520	200,000	194,976	150,000

Service Point Expenditures - Capital Projects Commercial Collections

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Capital Outlay	350,352	508,807	505,075	510,000
Total Appropriations	350,352	508,807	505,075	510,000

Service Point Expenditures - Capital Projects Litter Control

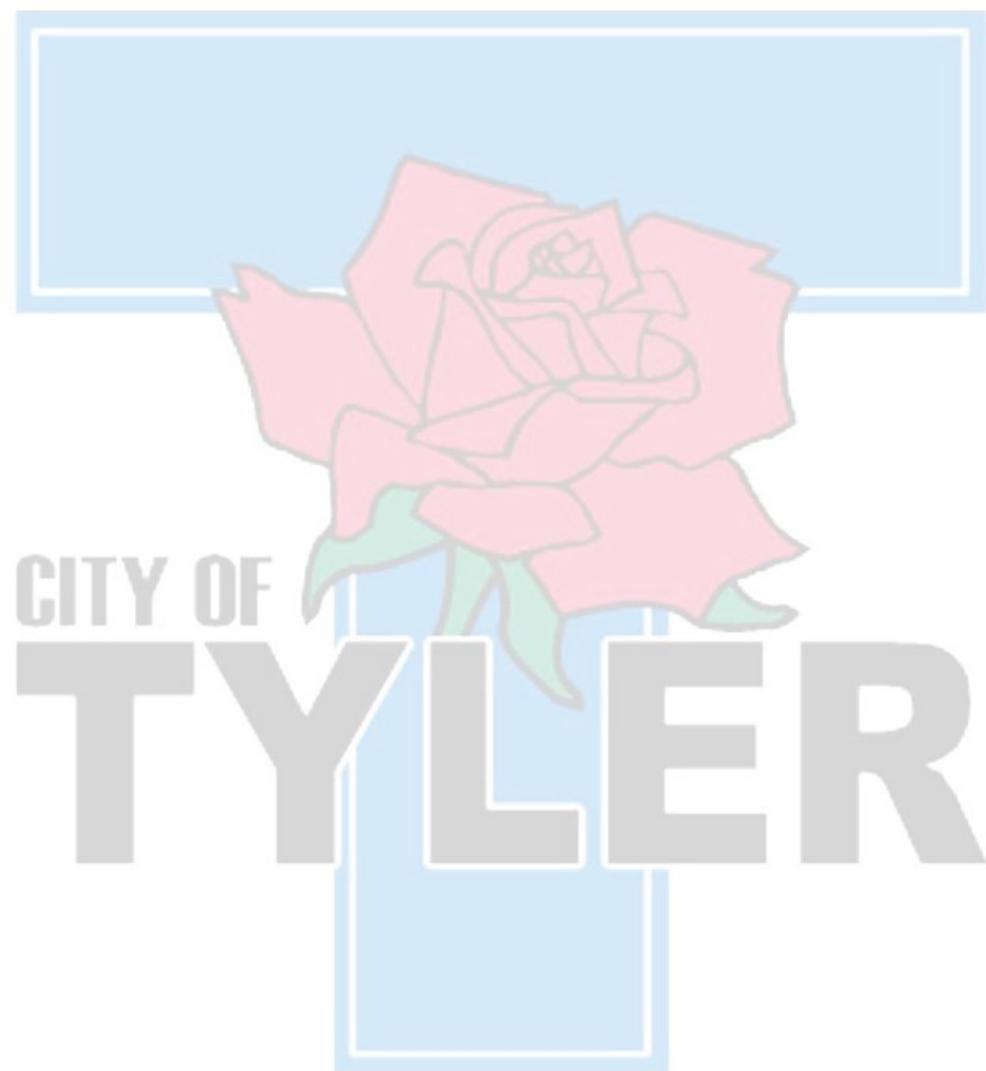
	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Capital Outlay	-	800,000	792,000	300,000
Total Appropriations	-	800,000	792,000	300,000



CITY OF
TYLER

A Natural Beauty

Airport Operating
Fund



A Natural Beauty

Airport

Tyler Pounds Regional Airport provides facilities and services for the safe and efficient operation of commercial and private aviation activities. In 2017/18 Tyler recorded 134 privately owned based aircraft. Presently, one commercial airline services Tyler providing regional jet service to Dallas, allowing passengers to connect to most airports in the world. Airport staff members are responsible for:

- Promoting and marketing airport services;
- Developing public education programs to teach citizens and customers about aviation;
- Coordinating and managing airport security and emergency response programs;
- Terminal building maintenance;
- Airport Landside Facilities inspection and maintenance;
- Managing airport vendor and concession contracts;
- Grounds maintenance including irrigation, landscaping and contracts management;
- Storm water pollution prevention program;
- Airside Land lease contract management;
- Airfield lighting and navigational aid maintenance;
- Rental Car Concessions management;
- Coordination and planning of airport development;
- Airport operations area maintenance and inspection;
- Disadvantaged Business Enterprise Program (DBE) reporting;
- Passenger facility charge program reporting and administration;
- TXDOT Grant acquisition and management;
- Federal Aviation Administration (FAA) grants administration.

Accomplishments for 2017-2018

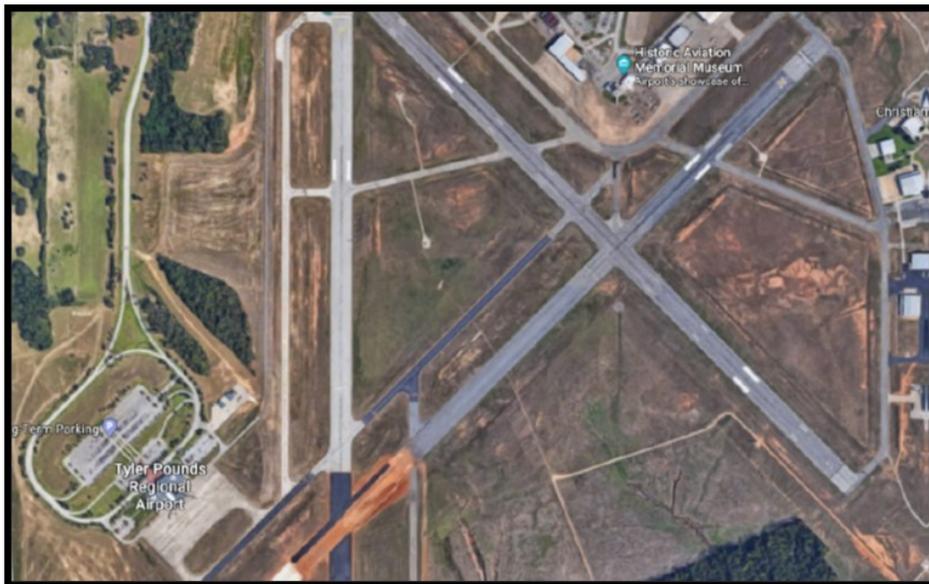
- Reopened the newly reconstructed runway 4/22.
- Closed Phase 3 of the Runway 4/22 project under budget

and on schedule.

- Secured \$11,888,000 in Federal Funds this year to reconstruct Taxiway F/C and to relocate the Instrument Landing System to runway 4/22.
- Completed design and awarded contract to construct Taxiway F/C and to relocate the Instrument Landing System to runway 4/22.
- Initiated a more aggressive airline outreach program to solicit various types of new air services.
- Frontier Airlines to serve Tyler Pounds Regional Airport
- Renewed numerous airport leases and service contracts

Goals for 2018-2019

- Initiate a New 20-year Airport Master Plan Update
- Complete Reconstruction of taxiway Charlie/Foxtrot. Funding for this project will largely come from FAA grant procurement.
- Runway 4-22: Acquire all remaining properties and easements for the runway protection zones utilizing FAA funds. Complete the relocation of the Instrument Landing System.
- Perform a new Pavement Assessment plan to classify all runways to the new FAA classification standard
- Increase airport outreach and marketing to increase public awareness of airport services.
- Solicit additional airlines to fly from Tyler to better serve the air transportation needs of our community, additional rental car companies to help meet the demand of more travelers coming to Tyler, new aviation operations at the Westside terminal and on undeveloped land.
- Install additional cameras in the commercial terminal area of the airport to increase security



AIRPORT OPERATING FUND (524)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Reserve for Construction	300	300	300	300
Reserve For Customer Facility	450,246	457,007	457,007	451,205
Unreserved Working Capital	112,973	89,483	89,483	8,393
Beginning Fund Balance / Working Capital	\$563,519	<u>\$546,790</u>	<u>\$546,790</u>	<u>\$459,898</u>
Revenues				
Use of Money and Property	1,097,560	1,150,703	1,066,786	1,469,886
Charges for Current Services -Customer Facility	113,692	132,000	103,467	132,000
Charges for Current Services	89,068	94,039	91,536	96,464
Miscellaneous Income	34,983	33,000	9,200	28,296
Total Revenues	1,335,303	<u>1,409,742</u>	<u>1,270,989</u>	<u>1,726,646</u>
Expenditures				
Airport				
Operations	1,327,233	1,412,533	1,336,148	1,458,314
Capital	60,194	52,700	51,711	136,200
Contingency	-	-	-	50,000
Airport Total	1,387,427	1,465,233	1,387,859	1,644,514
Customer Facility				
Wash Bay Maintenance	2,151	10,000	5,805	10,000
Wash Bay Debt Service (CFC)	104,780	104,780	103,464	104,780
Customer Facility Total	106,931	114,780	109,269	114,780
Total Expenditures	1,494,358	<u>1,580,013</u>	<u>1,497,128</u>	<u>1,759,294</u>
Transfer In	225,900	<u>236,000</u>	<u>236,000</u>	<u>227,333</u>
PFC (234)	225,900	236,000	236,000	227,333
Transfer Out	(83,574)	<u>(96,753)</u>	<u>(96,753)</u>	<u>(67,349)</u>
Airport Grant Fund (525)	(50,000)	(50,000)	(50,000)	-
Economic Development Fund (208)	-	-	-	(25,000)
Technology Fund (671)	(33,574)	(33,574)	(33,574)	(37,000)
Productivity Fund (639)	-	(13,179)	(13,179)	(5,349)
Reserve for Construction	300	300	300	300
Reserve For Customer Facility	457,007	474,227	451,205	468,425
Unreserved Working Capital	89,483	41,239	8,393	118,509
Ending Fund Balance / Working Capital	\$546,790	<u>\$515,766</u>	<u>\$459,898</u>	<u>\$587,234</u>

AIRPORT OPERATING FUND (524) REVENUE DETAIL

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Use of Money and Property				
Airline Facilities Rental	\$45,000	\$45,000	\$45,000	\$73,125
Airport Long-Term Parking	523,598	518,620	491,350	742,740
Interest Earnings	5,384	5,000	6,277	7,029
Landing Fees	38,345	52,000	37,561	46,636
Restaurant Concessions	8,860	10,100	10,127	10,630
FAA Building Rental	42,218	42,126	42,381	56,899
Car Leasing Rental	266,626	300,000	269,391	334,800
Agricultural Lease	886	756	810	1,260
Hanger Land Lease	96,478	96,481	96,479	107,136
HAMM	15,000	15,000	15,000	15,000
Common Use Fee	12,194	15,000	13,526	24,011
Wash Bay Fee	24,351	32,000	20,264	32,000
Non Aviation Land Lease	18,620	18,620	18,620	18,620
Total Use of Money and Property	1,097,560	1,150,703	1,066,786	1,469,886
Charges for Current Services				
Airport Fuel Flowage	65,726	64,000	66,522	70,464
Copying fees	-	39	-	-
Customer Facility Charge	113,692	132,000	103,467	132,000
Advertising Space Fees	23,342	30,000	25,014	26,000
Total Charges for Current Services	202,760	226,039	195,003	228,464
Miscellaneous				
Miscellaneous Income	34,983	32,500	8,700	27,796
Oil Leases and Royalties	-	500	500	500
Total Miscellaneous	34,983	33,000	9,200	28,296
Total Revenues	\$1,335,303	\$1,409,742	\$1,270,989	\$1,726,646

Service Point Expenditures - Airport

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	606,380	709,845	668,657	688,384
Supplies and Services	208,624	202,129	163,265	179,940
Sundry	191,366	199,990	201,466	224,754
Utilities	156,486	143,630	151,051	193,130
Maintenance	183,428	190,513	185,283	222,106
Total Appropriations	1,346,284	1,446,107	1,369,722	1,508,314

Service Point Expenditures - Airport Capital

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	-	-	-	12,000
Capital Outlay	60,194	52,700	51,711	124,200
Total Appropriations	60,194	52,700	51,711	136,200

Service Point Employees - Airport

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
6) & 7) Airport Director	-	-	-	-	-
6) Director of Airport and Transit	-	-	-	-	-
5) & 7) Airport Manager	1.00	1.00	1.00	1.00	1.00
Airport Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	-	-	-	-	-
8) Senior Secretary	1.00	-	-	-	-
8) Airport Projects Coordinator	-	1.00	1.00	1.00	1.00
1) & 4) Airport Technician I	2.00	2.00	2.00	2.00	2.00
Airport Technician II	1.00	1.00	1.00	1.00	1.00
Airport Technician III	2.00	2.00	2.00	2.00	2.00
9) Airport Technician IV	2.00	2.00	2.00	2.00	2.00
2) Secretary	-	-	-	-	-
Total Department	11.00	11.00	11.00	11.00	11.00

1) One Airport Technician position frozen for FY 2009-2010

2) One Secretary position upgraded to Senior Secretary during FY 2007-2008

3) One Part-time Airport Technician eliminated during FY 2010-2011 budget

4) One Airport Technician eliminated FY 2011-2012

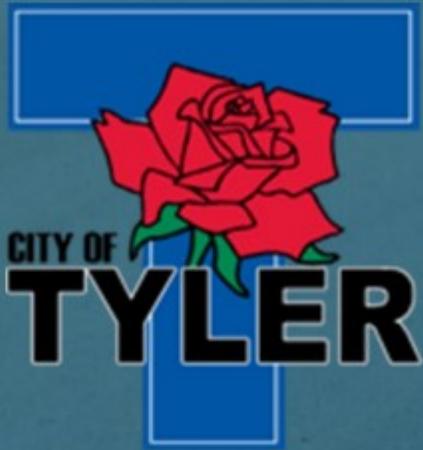
5) Airport Manager promoted to Director of Airport and Transit FY 2007-2008

6) Title change from Director of Airport and Transit to Airport Director FY 2010-2011

7) Title change from Airport Director to Airport Manager FY 2011-2012

8) Administrative Secretary downgraded to Senior Secretary FYI 2011-2012. One position reclassified to Airport Projects Coordinator FY 14-15

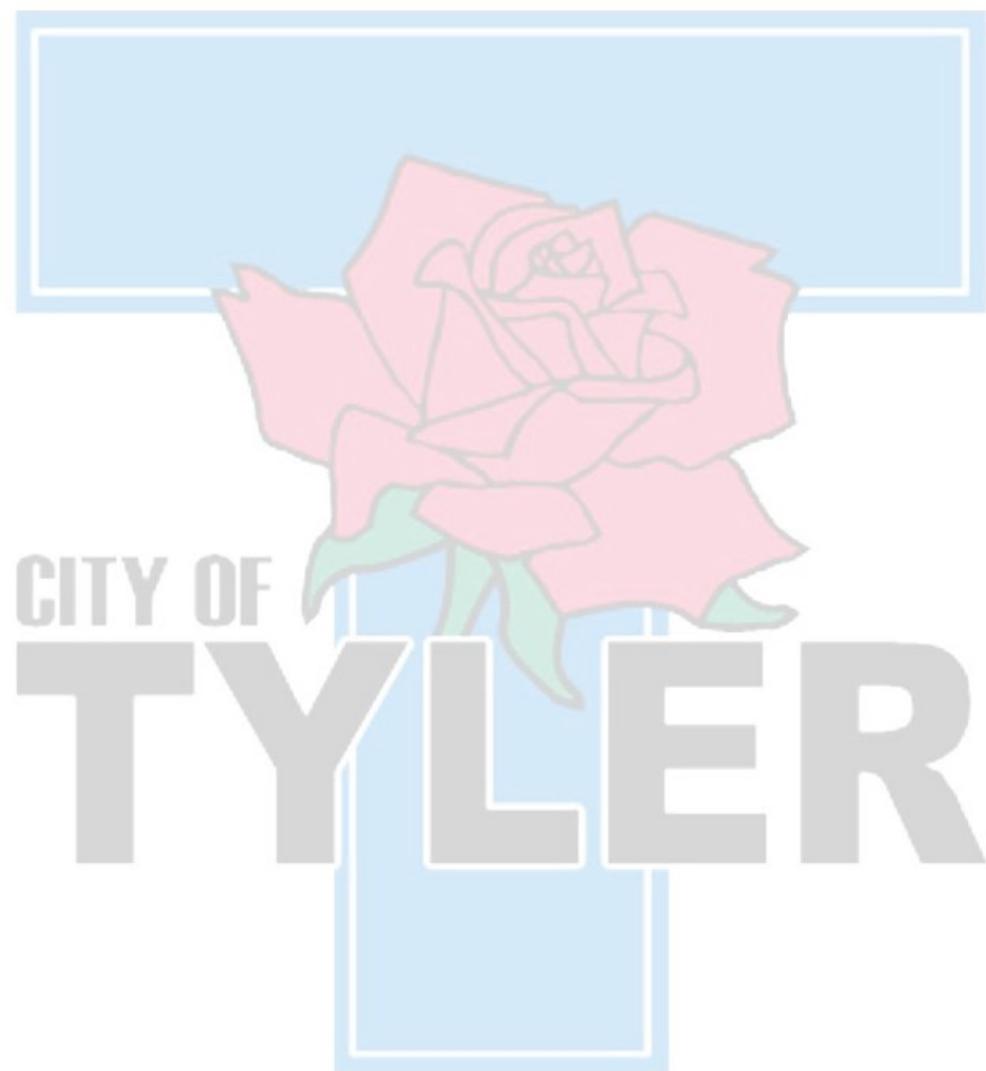
9) Added one Airport Technician IV FY 14-15



CITY OF
TYLER

A Natural Beauty

Hotel Tax Fund



A Natural Beauty

HOTEL/MOTEL OCCUPANCY TAX FUND (211)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

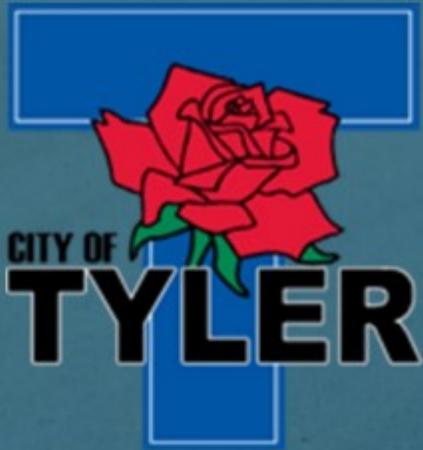
	Actual	Amended		
	2017-2018	Budget	Projected	Budget
		2018-2019	2018-2019	2019-2020
Unreserved Fund Balance	1,357,506	1,742,151	1,742,151	2,100,025
Reserve (2% Tax)	2,973,481	3,641,252	3,641,252	4,442,415
Beginning Fund Balance / Working Capital	\$4,330,987	<u>\$5,383,403</u>	<u>\$5,383,403</u>	<u>\$6,542,440</u>
Revenues				
7 % Occupancy Tax	2,735,519	2,769,868	2,977,740	3,007,517
2 % Occupancy Tax	769,260	790,595	851,163	859,675
Interest Earnings	59,523	30,000	94,438	96,327
Donations Liberty Hall	10,000	10,000	10,000	10,000
Total Revenues	3,574,302	<u>3,600,463</u>	<u>3,933,341</u>	<u>3,973,519</u>
Expenditures				
Texas Rose Festival	9,000	9,000	9,000	9,000
Discovery Place	32,400	32,400	32,400	32,400
Symphony	35,000	35,000	35,000	50,000
Museum of Art	35,000	35,000	35,000	35,000
Historical Museum	13,500	13,500	13,500	13,500
Visitors and Convention Bureau	700,000	700,000	700,000	666,500
Tyler Civic Theatre	-	4,050	-	4,050
McClendon House	4,500	4,500	4,500	4,500
Historic Aviation Museum	13,500	13,500	13,500	13,500
HOT/Tourism promotion	-	-	-	-
Texas Hotel & Lodging Dues	16,234	18,000	17,904	20,500
2% Occupancy Tax Study	15,000	200,000	50,000	1,260,889
2% Convention Center Facility	86,489	-	-	-
Sport Tyler Award	25,000	25,000	25,000	25,000
Special Services	11,263	13,500	13,500	13,500
Building Improvements - Depot Bldg.	-	-	-	-
Contingencies	-	148,500	-	135,000
Total Expenditures	996,886	<u>1,251,950</u>	<u>949,304</u>	<u>2,283,339</u>
Transfers In	-	-	-	-
(Transfers Out)	(1,525,000)	<u>(1,825,000)</u>	<u>(1,825,000)</u>	<u>(1,858,500)</u>
Tourism Fund (219)	(1,500,000)	(1,800,000)	(1,800,000)	(1,833,500)
Property and Facility Management (663)	(25,000)	(25,000)	(25,000)	(25,000)
(Roof Replacement Tourism)				
Unreserved Fund Balance	1,742,151	1,675,069	2,100,025	2,332,919
Reserve (2% Tax)	3,641,252	4,231,847	4,442,415	4,041,201
Ending Fund Balance / Working Capital	\$5,383,403	<u>\$5,906,916</u>	<u>\$6,542,440</u>	<u>\$6,374,120</u>

Service Point Expenditures - 7% Hotel/Motel Occupancy Tax

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	27,497	31,500	31,404	34,000
Sundry	867,900	1,020,450	867,900	988,450
Capital Outlay	-	-	-	-
Total Appropriations	895,397	1,051,950	899,304	1,022,450

Service Point Expenditures - 2% Hotel/Motel Occupancy Tax

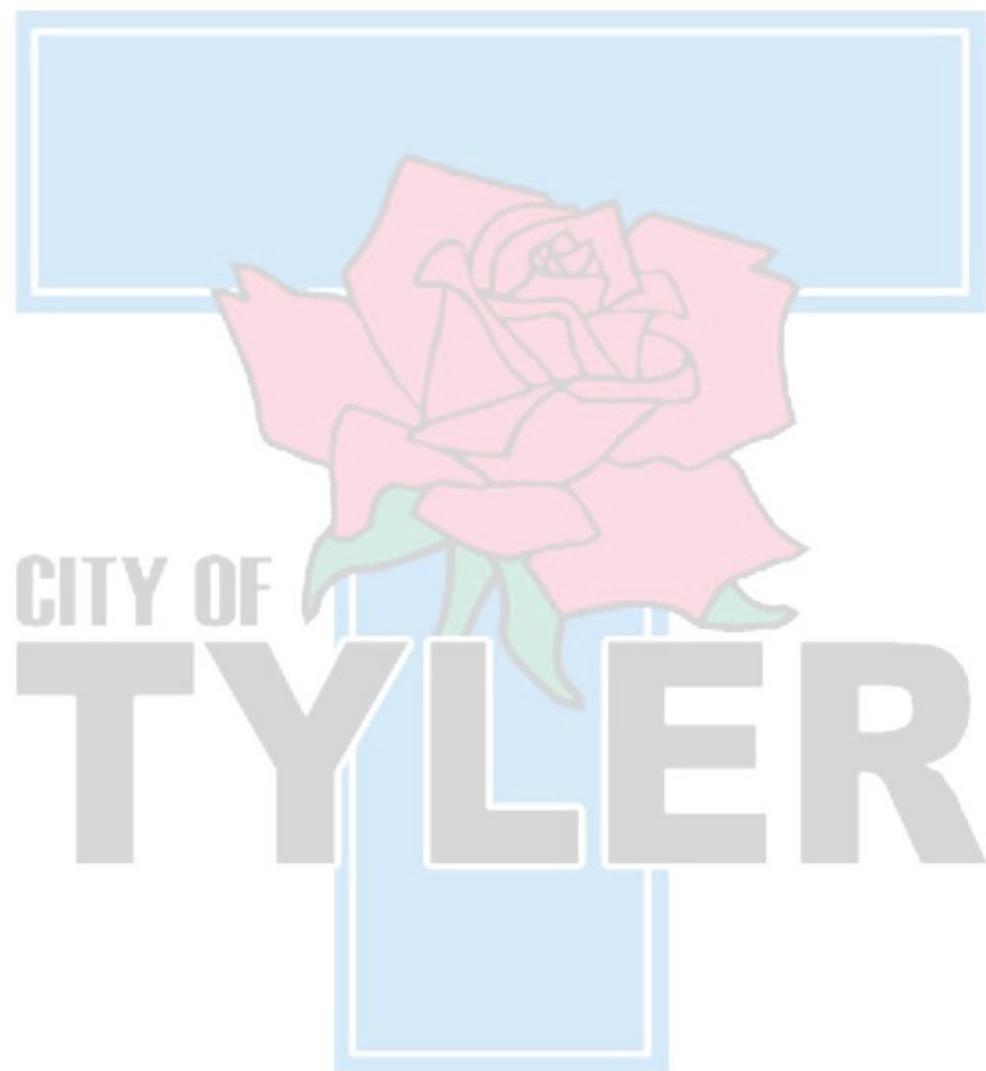
	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	15,000	200,000	50,000	1,260,889
Capital Outlay	86,489	-	-	-
Total Appropriations	101,489	200,000	50,000	1,260,889



CITY OF
TYLER

A Natural Beauty

Other Funds



A Natural Beauty

CEMETERIES OPERATING FUND (204)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$(16,631)	\$1,493	\$1,493	\$81,435
Revenues				
Permits	3,200	5,500	4,550	13,450
Interest Earnings	642	225	3,303	3,369
Current Service Charges	74,389	80,000	79,563	212,820
Total Revenues	78,231	85,725	87,416	229,639
Expenditures				
Cemetery	297,750	255,359	255,278	350,328
Total Expenditures	297,750	255,359	255,278	350,328
Transfer In	237,643	251,342	251,342	212,368
Cemetery Trust Fund (713)	37,643	51,342	51,342	112,368
General Fund (101)	200,000	200,000	200,000	100,000
Transfer Out	-	(3,538)	(3,538)	(1,179)
Productivity Fund (639)	-	(3,538)	(3,538)	(1,179)
Ending Fund Balance / Working Capital	\$1,493	\$79,663	\$81,435	\$171,935

Service Point Expenditures - Cemetery

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	130,048	130,705	143,839	144,653
Supplies and Services	66,642	33,324	24,261	29,324
Sundry	8,834	7,860	7,860	11,662
Utilities	47,602	40,700	37,904	49,850
Maintenance	40,891	42,770	41,414	39,839
Capital Outlay	3,733	-	-	75,000
Total Appropriations	297,750	255,359	255,278	350,328

Service Point Employees - Cemeteries

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Cemeterian/Budget Administrator	1.00	1.00	-	-	-
Groundskeeper	1.00	1.00	1.00	1.00	1.00
Laborer	1.00	1.00	1.00	1.00	1.00
Total Department	3.00	3.00	2.00	2.00	2.00

1) Budget Administrator/Cemeterian salary split 95% Visitor
Tourism/ 5% Parks Admin FY 17-18

CEMETERIES TRUST FUND (713)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$2,960,429	\$3,000,008	\$3,000,008	\$3,060,045
Revenues				
Interest Earnings	41,099	30,000	51,342	52,368
Sales	36,123	32,000	60,037	100,180
Total Revenues	77,222	62,000	111,379	152,548
Total Expenditures				
Transfer In	-	-	-	-
(Transfer Out)	(37,643)	(51,342)	(51,342)	(112,368)
Cemetery Operating Fund (204)	(37,643)	(51,342)	(51,342)	(112,368)
Ending Fund Balance / Working Capital	\$3,000,008	\$3,010,666	\$3,060,045	\$3,100,225

POLICE FORFEITURE FUND (205)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$194,322	\$273,604	\$273,604	\$520,290
Revenues				
Judgement of Forfeitures - State	121,744	41,000	6,108	41,000
Judgement of Forfeitures - Federal	-	-	321,634	-
Grant Revenues	-	60,000	-	-
Interest Earnings	3,226	2,000	6,845	6,981
Total Revenues	124,970	103,000	334,587	47,981
Expenditures				
Federal Forfeiture	-	-	-	100,000
State Forfeiture	45,688	175,500	87,901	85,700
Total Expenditures	45,688	175,500	87,901	185,700
Ending Fund Balance / Working Capital	\$273,604	\$201,104	\$520,290	\$382,571

Service Point Expenditures - Forfeiture

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	10,285	16,000	9,724	7,000
Sundry	87	-	183	-
Capital Outlay	35,316	159,500	77,994	78,700
Total Appropriations	45,688	175,500	87,901	85,700

COURT SPECIAL FEE FUND (207)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Reserve for Technology	113,972	117,583	117,583	40,255
Reserve for Efficiency	15,425	82,050	82,050	2,855
Reserve for Partners for Youth	(12,579)	94,301	94,301	158,050
Reserve for Jury	-	-	-	-
Reserve for Security	11,942	(107,249)	(107,249)	(82,034)
Beginning Fund Balance / Working Capital	128,760	\$ 186,685	\$ 186,685	\$ 119,126
Revenues				
Technology Fees	98,129	84,000	84,730	120,000
Security Fees	90,728	84,000	78,006	128,100
Partners for Youth Fees	118,119	103,000	115,418	114,000
Juvenile Class Fees	124,582	84,000	126,414	120,000
Efficiency Fees	143,413	134,000	118,867	118,000
Jury Fees	-	-	-	900
Truancy Prevention	23,189	26,000	24,985	47,500
Interest Earnings	2,776	-	3,940	4,019
Total Revenues	600,936	515,000	552,360	652,519
Expenditures				
Expenditures for Technology	97,294	176,112	165,998	127,362
Expenditures for Security	209,919	42,300	52,791	-
Expenditures for Partners for Youth	159,010	219,382	203,068	305,704
Expenditures for Jury	-	-	-	900
Expenditures for Efficiency	76,788	198,100	198,062	64,100
Total Expenditures	543,011	635,894	619,919	498,066
Transfers In	-	-	-	-
(Transfers Out)	-	(5,434)	(5,434)	(1,458)
Productivity Fund (639)	-	(5,434)	(5,434)	(1,458)
Reserve for Technology	117,583	25,471	40,255	36,912
Reserve for Efficiency	82,050	17,950	2,855	56,755
Reserve for Partners for Youth	94,301	87,919	158,050	133,846
Reserve for Jury	-	-	-	-
Reserve for Security	(107,249)	(65,549)	(82,034)	44,608
Ending Fund Balance / Working Capital	\$ 186,685	\$ 65,791	\$ 119,126	\$ 272,121

Service Point Expenditures - Court Technology

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	-	-	-	-
Sundry	61,580	68,000	69,832	75,250
Maintenance	35,714	108,112	96,166	52,112
Total Appropriations	97,294	176,112	165,998	127,362

Service Point Expenditures - Municipal Court Security

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	156,615	-	-	-
Supplies and Services	51,689	37,300	50,791	-
Maintenance	1,615	5,000	2,000	-
Total Appropriations	209,919	42,300	52,791	-

Service Point Employees - Municipal Security

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1, 2, 3, 4) Deputy City Marshal I	1.00	1.00	1.00	1.00	1.00
4) Deputy Marshal II	2.00	2.00	2.00	2.00	2.00
Total Department	3.00	3.00	3.00	3.00	3.00

1) Three Deputy City Marshal I positions moved to Municipal Security from Municipal Court Administration FY 2010-2011

2) One Deputy City Marshal I reclassified to Deputy Court Clerk FY 13-14

3) One Deputy Court Clerk reclassified back to Deputy City Marshal I during FY 13-14

4) Deputy City Marshal I reclassified to Deputy City Marshal II during FY 13-14

5) Deputy City Marshal I reclassified to Deputy City Marshal II FY 2015-2016

Service Point Expenditures - Partners for Youth

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	120,514	200,482	167,084	186,804
Supplies and Services	38,496	18,900	35,984	118,900
Total Appropriations	159,010	219,382	203,068	305,704

Service Point Employees - Partners for Youth

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1) Deputy Court Clerk	2.00	2.00	2.00	2.00	2.00
1) Juvenile Case Coordinator	1.00	1.00	1.00	1.00	1.00
1) Juvenile Program Coordinator	1.00	1.00	1.00	1.00	1.00
Total Department	4.00	4.00	4.00	4.00	4.00

1) These positions moved to Partners for Youth Fund from Municipal Court FY 2010-2011

Service Point Expenditures - Court Efficiency Fund

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	76,788	198,100	198,062	64,100
Total Appropriations	76,788	198,100	198,062	64,100

ECONOMIC DEVELOPMENT FUND (208)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$-	\$-	\$-	\$-
Revenues				
Interest Earnings	-	-	-	3,300
Total Revenues	-	-	-	3,300
Total Expenditures	-	-	-	330,400
Transfers In	-	-	-	350,000
General Fund (101)	-	-	-	-
Utilities Fund (502)	-	-	-	175,000
Solid Waste Fund (560)	-	-	-	150,000
Airport Fund (524)	-	-	-	25,000
(Transfers Out)	-	-	-	-
Ending Fund Balance / Working Capital	\$-	\$-	\$-	\$22,900

TIF / TIRZ # 2 FUND (209)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$2,718	\$2,756	\$2,756	\$-
Revenues				
Interest Earnings	38	-	70	-
Total Revenues	38	-	70	-
Total Expenditures	-	-	-	-
Transfers In	-	-	-	-
(Transfers Out)	-	-	(2,826)	-
Ending Fund Balance / Working Capital	\$2,756	<u>\$2,756</u>	<u>\$-</u>	<u>\$-</u>

TIF / TIRZ # 4 FUND (217)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$-	\$-	\$-	\$4,597
Revenues				
Property Tax	-	-	-	1,029
Interest Earnings	-	-	-	-
Total Revenues	-	-	-	1,029
Total Expenditures				
Transfers In	-	-	4,597	-
(Transfers Out)	-	-	-	-
Ending Fund Balance / Working Capital	\$-	\$-	\$4,597	\$5,626

TIF / TIRZ # 3 FUND (218)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$225,568	\$317,645	\$317,645	\$413,356
Revenues				
Property Tax	90,607	91,505	91,505	93,636
Interest Earnings	4,001	2,713	6,380	6,508
Total Revenues	94,608	94,218	97,885	100,144
Total Expenditures				
Transfers In	-	-	2,826	-
(Transfers Out)	-	-	-	-
Ending Fund Balance / Working Capital	\$317,645	\$406,863	\$413,356	\$508,500

Service Point Expenditures - TIF / TIRZ #3

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	2,531	5,000	5,000	5,000
Total Appropriations	2,531	5,000	5,000	5,000

TOURISM & CONVENTION FUND (219)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$1,164,099	\$953,845	\$953,845	\$589,780
Revenues				
Rose Garden	92,097	137,800	131,300	137,300
Harvey Hall	241,754	258,480	253,000	255,000
Main Street Revenue	8,832	18,100	7,500	36,500
Liberty Hall Revenue	179,431	142,500	142,076	202,787
Interest Earnings	16,181	11,000	18,343	30,710
Total Revenues	538,295	567,880	552,219	662,297
Expenditures				
Rose Garden Center	285,182	346,224	291,139	310,284
Rose Garden Maint.	530,507	818,960	838,881	587,087
Harvey Hall & Goodman	826,254	957,699	906,053	959,103
Liberty Hall	403,008	321,591	391,511	295,244
Main Street	152,851	335,967	253,666	449,690
Contingency	39,406	-	-	-
Total Expenditures	2,237,208	2,780,441	2,681,250	2,601,408
Transfer In	1,500,000	1,800,000	1,800,000	1,833,500
Hotel Motel (211)	1,500,000	1,800,000	1,800,000	1,833,500
(Transfer Out)	(11,341)	(35,034)	(35,034)	(31,599)
Technology Fund (671)	(11,341)	(11,255)	(11,255)	(20,000)
Productivity Fund (639)	-	(23,779)	(23,779)	(11,599)
Ending Fund Balance / Working Capital	\$953,845	\$506,250	\$589,780	\$452,570

Service Point Expenditures - Rose Garden Center

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	179,393	169,346	135,720	177,460
Supplies and Services	19,246	22,076	21,825	22,265
Sundry	5,263	5,152	5,026	5,217
Utilities	36,444	50,000	29,000	50,000
Maintenance	32,106	34,705	34,623	35,342
Capital Outlay	12,730	64,945	64,945	20,000
Total Appropriations	285,182	346,224	291,139	310,284

Service Point Employees - Rose Garden Center

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
2 & 3) Building Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Custodian	1.00	1.00	1.00	1.00	1.00
Reservation Specialist	-	-	1.00	1.00	1.00
5) Receptionist/Greeter	-	-	1.00	1.00	1.00
Total Department	2.00	2.00	4.00	4.00	4.00

2) One Building Maintenance Worker reclassified to Visitor Facilities Supervisor during FY 13-14

3) Visitor Facilities Coordinator reclassified to Building Maintenance Worker during FY 13-14

5) Receptionist/Greeter added FY 15-16 not reflected in report, error located FY 17-18

Service Point Expenditures - Rose Garden Maintenance

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	78,017	62,385	66,294	51,315
Supplies and Services	43,364	43,850	43,850	45,091
Sundry	43,746	44,000	39,843	45,650
Utilities	68,907	80,653	76,197	88,401
Maintenance	17,988	265,928	265,928	-
Capital Outlay	-	-	-	-
Total Appropriations	252,022	496,816	492,112	230,457

Service Point Employees - Rose Garden Maintenance

Regular Full-time Positions	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
3) Rose Garden Supervisor	-	-	-	-	-
Crew Leader	1.00	1.00	1.00	1.00	1.00
Groundskeeper	2.00	2.00	2.00	2.00	2.00
1, 2) Laborer	3.00	3.00	3.00	3.00	3.00
3) Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Total Department	7.00	7.00	7.00	7.00	7.00

1) One position frozen for FY 2009-2010

2) One Laborer position frozen for FY 2011-2012

3) Rose Garden Supervisor reclassified to Parks Superintendent during FY 13-14

Service Point Expenditures - Visitor Facilities

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	486,533	568,028	515,950	579,377
Supplies and Services	54,813	58,158	64,997	61,542
Sundry	102,923	108,730	108,483	115,160
Utilities	111,960	107,075	101,217	109,075
Maintenance	65,057	67,537	67,406	68,949
Capital Outlay	4,968	48,171	48,000	25,000
Total Appropriations	826,254	957,699	906,053	959,103

Service Point Employees - Visitor Facilities

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
7) Assistant City Manager	0.10	-	-	-	-
8, 11) Managing Director Parks/Recreation Operations	-	0.50	0.50	0.50	0.50
3, 8) Parks and Recreation Director	0.50	-	-	-	-
4) Parks Manager	0.30	0.30	0.30	0.30	0.30
Visitor Facilities/Administrative Supervisor	-	-	-	-	-
2, 9) Building Maintenance Worker	1.00	1.00	-	-	-
12) Budget Administrator/Cemeterian	-	-	0.95	0.95	0.95
Tourism Facility Custodial Supervisor	-	-	1.00	1.00	1.00
2) Clerk	-	-	-	-	-
2) Custodian	1.00	1.00	1.00	1.00	1.00
1) Museum Curator	1.00	1.00	1.00	1.00	1.00
10, 13) Manager of Tourism Facilities & Community Beautification	1.00	1.00	0.77	0.77	0.77
Total Regular Full-time	4.90	4.80	5.52	5.52	5.52

Regular Part-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2018-2019
Custodian	2.00	2.00	2.00	2.00	2.00
Total Regular Part-time	2.00	2.00	2.00	2.00	2.00

Service Point Employees - Visitor Facilities (continued)

Temporary Positions	2015-2016	2016-2017	2017-2018	2018-2019	2018-2019
Custodian	1.00	1.00	1.00	1.00	1.00
Total Temporary Part-time	1.00	1.00	1.00	1.00	1.00
Total Department	7.90	7.80	8.52	8.52	8.52

1) Museum Curator moved to part-time during FY 2009-2010

2) Moved 1 Clerk, 1 Custodian, and 1 Building Maintenance Worker to Other Tourism RGC FY 2011-2012

3) Parks and Recreation Director 50% paid General Fund Parks and Rec

4) Parks Manager 70% paid General Fund Parks and Rec

5) 1 Laborer frozen FY 2011-2012 and 2012-2013

6) 1 PT Curator and 1 PT Custodian combined to form 1 FT Curator in FY 2011-2012

7) Assistant city manager 90% paid by communications FY 15-16

8) Parks&Rec Director reclassified to Managing Director of Parks/Recreation Operations salary charged to 50%Parks, 50%Parks Visitor Facilities 16/17

9) Building Maintenance Worker reclassified to Tourism Facility Custodial Supervisor FY 17-18

10) Visitor Facilities Supervisor reclassified to Manager of Tourism and Community Facilities Beautification FY 15/16

11) MD Parks/Recreation Op salary charged 20%Parks Admin, 50% Visitor Facilities & 30%Liberty Hall FY 17-18

12) Budget Administrator/Cemeterian salary split 95% Visitor Tourism/ 5% Parks Admin FY 17-18

13) Manager of Tourism Facilities & Community Beautification salary split 77% Visitor Tourism/ 23% Parks Admin FY 17-18

Service Point Expenditures - Liberty Hall

	FY2015-2016	FY2017-2018	FY2017-2018	FY2018-2019
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	198,733	122,669	191,668	84,242
Supplies and Services	169,474	140,577	143,730	142,190
Sundry	10,870	13,838	14,268	39,116
Utilities	12,398	16,250	11,943	16,250
Maintenance	11,533	28,257	29,902	13,446
Total Appropriations	403,008	321,591	391,511	295,244

Service Point Expenditures - Main Street

	FY2015-2016	FY2017-2018	FY2017-2018	FY2018-2019
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	80,328	186,548	131,212	250,201
Supplies and Services	50,475	124,714	99,820	178,447
Sundry	15,224	15,972	15,759	18,315
Utilities	4,241	6,150	4,292	-
Maintenance	2,583	2,583	2,583	2,727
Total Appropriations	152,851	335,967	253,666	449,690

Service Point Employees - Main Street & Liberty Hall

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Main Street Program Director	1.00	1.00	1.00	1.00	1.00
3) Gallery Operations Support	1.00	-	-	-	-
Downtown Ambassador	2.00	2.00	2.00	2.00	2.00
Administrative Assistant	-	1.00	1.00	1.00	1.00
5) Managing Director Parks/Recreation Operations	-	-	0.30	0.30	0.30
6) Director of Marketing and Communications	-	-	0.46	0.46	0.46
Total Department	4.00	4.00	4.76	4.76	4.76

1) One Deputy Court Clerk Transferred to Main Street and converted into Gallery Curator during FY 2009-2010

2) Gallery Curator retitled to Gallery Operations Support for FY 13-14

3) One Gallery Operations Support reclassified to Administrative Assistant FY 16-17

4) Parking Patrol positions transferred from Traffic and reclassified to Downtown Ambassadors FY 15/16

5) MD Parks/Recreation Op salary charged 20%Parks Admin, 50% Visitor Facilities & 30%Liberty Hall FY 17-18

6) Communications Manager reclassified to Director of Marketing and Communications FY 17-18 salary split 93%Communication,7%Stormwater

AIRPORT PASSENGER FACILITY FUND (234)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$141,388	\$119,516	\$119,516	\$38,876
REVENUES				
Passenger Facility Charge	200,576	235,000	199,095	341,000
Interest Earnings	3,452	1,500	6,265	6,390
TOTAL REVENUES	204,028	236,500	205,360	347,390
TOTAL EXPENDITURES				
Transfer In	-	-	-	-
(Transfer Out)	(225,900)	(286,000)	(286,000)	(341,333)
Half Cent Sales Tax (Non-Budgetary Fund)	-	(50,000)	(50,000)	(114,000)
Airport Fund (524)	(225,900)	(236,000)	(236,000)	(227,333)
Ending Fund Balance / Working Capital	\$119,516	\$70,016	\$38,876	\$44,933

RAINY DAY FUND (235)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$3,139,532	\$2,979,510	\$2,979,510	\$6,118,715
Revenues				
Oil Leases and Royalties	93,253	95,000	77,115	80,000
Sale of Property	-	-	-	-
Interest Earnings	41,947	31,000	62,090	124,180
Total Revenues	135,200	126,000	139,205	204,180
Expenditures				
Downtown Property Maintenance	-	-	-	-
Special Services	5,500	-	-	-
Building Improvements	-	-	-	-
Contingencies	-	100,000	-	100,000
Total Expenditures	5,500	100,000	-	100,000
Transfers In	-	3,000,000	3,000,000	-
General Fund (101)	-	3,000,000	3,000,000	-
(Transfers Out)	(289,722)	-	-	-
Productivity Fund (639)	(289,722)	-	-	-
Ending Fund Balance / Working Capital	\$2,979,510	<u>\$6,005,510</u>	<u>\$6,118,715</u>	<u>\$6,222,895</u>

PEG FEE FUND (236)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$584,536	\$827,528	\$827,528	\$920,772
Revenues				
PEG Fee	254,096	267,917	255,217	255,850
Interest Earnings	9,394	5,850	14,892	15,190
Total Revenues	263,490	273,767	270,109	271,040
Expenditures				
Technology Costs	8,711	8,850	8,850	86,681
Technology Updates	11,712	144,000	136,000	89,000
Studio Renovations	75	-	-	-
Contingency	-	-	-	50,000
Total Expenditures	20,498	152,850	144,850	225,681
(Transfer Out)	-	(32,015)	(32,015)	-
Property and Facilities Fund (663)	-	(32,015)	(32,015)	-
Ending Fund Balance / Working Capital	\$827,528	\$916,430	\$920,772	\$966,131

Service Point Expenditures - PEG Fee

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	7,267	2,571	6,000	9,000
Sundry	8,711	8,850	8,850	136,681
Capital Outlay	4,520	141,429	130,000	80,000
Total Appropriations	20,498	152,850	144,850	225,681

FAIR PLAZA FUND (240)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Reserved for Building Improvements	-	-	-	-
Unreserved Fund Balance	95,962	41,606	41,606	11,594
Beginning Fund Balance / Working Capital	\$95,962	\$41,606	\$41,606	\$11,594
Revenues				
Tenant Parking	-	2,317	2,126	5,917
Non Tenant Parking	465	3,240	2,972	6,480
Daily Parking	1,562	10,000	-	5,000
Monthly Parking	297	-	-	-
Interest Earnings	575	750	162	165
Total Revenues	2,899	16,307	5,260	17,562
Expenditures				
Parking Garage				
Supplies	996	5,760	5,000	2,000
Special Services	38	2,500	2,488	2,500
Insurance/Judgments	-	5,760	-	-
Auto Damage	-	1,150	-	-
Credit Card Costs	854	-	-	-
Utilities	14,622	16,900	13,213	14,900
Building Maintenance	36,892	11,416	10,592	5,000
Elevator Maintenance	3,853	4,028	3,979	4,028
Parking Garage Total	57,255	47,514	35,272	28,428
Transfers In	-	-	-	-
(Transfers Out)	-	-	-	-
Reserved for Building Improvements	-	-	-	-
Unreserved Fund Balance	41,606	10,399	11,594	728
Ending Fund Balance / Working Capital	\$41,606	\$10,399	\$11,594	\$728

Service Point Expenditures - Parking Garage

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	1,034	8,260	7,488	4,500
Sundry	854	6,910	-	-
Utilities	14,622	16,900	13,213	14,900
Maintenance	40,745	15,444	14,571	9,028
Total Appropriations	57,255	47,514	35,272	28,428

Neighborhood Services

Accomplishments for 2018-2019

- Homebuyer Activities - The City of Tyler First Time Homebuyer program assisted with 2 families with down payment and closing cost.
- Code Enforcement Staff identified and tagged 38 code violations related to neighborhoods revitalization in low income census tracts.
- Clearance/Demolition - 25 Properties were demolished.
- Reconstruction of 2511 Patrick Street – A dilapidated structure was demolished and a newly constructed single family housing unit for a low to moderate income family.
- Public Services – Initially Funded on 2-13-17- PATH provided repairs to 2 rental homes, allowing two low-to-moderate income families to enter into PATH's Transitional Housing Program.
- HVC Lease-up – 981 (avg. per month)
- HCV Homeownership – 12 Families
- HCV VASH (Veterans Affairs Supportive Housing) – Average of 28 participants leased up per month
- Monthly Voucher Expenses - \$594,717.91 (avg. per month)
- Family Self-Sufficiency – 8 Graduates

Major Budget Items

- Homebuyer Assistance and Credit Counseling Program;
- First-Time Homebuyer Program;
- Reconstruction projects;
- Public Facilities including Street Infrastructure;
- Housing Choice Voucher Assistance Program; and
- Family Self-Sufficiency Program

Accomplishments for 2019-2020

- Hidden Palace:
 - Project Description: Acquisition of property and development of infrastructure, including streets and drainage for new affordable housing development. 22-24 units to be constructed.
 - Project Location: Located on the Northside of Queen Street.
 - Estimated Cost: TBA
 - Allocated Funding: \$397,127/\$212,527 (PY 19-20-CDBG and HOME Funds) \$785K (Prior Year HOME Funds)
- Demolition
 - Project Description: NBS to partner with Solid Waste and Streets Department to carry out demolition and disposal services.
 - Cost: \$147,500K (19-20)
- Code Enforcement
 - Project Description: NBS partnership with Code Enforcement to tag substandard proper-

ties within the low-to moderate census tract area. (30 units)

- Cost: \$70K (PY 19-20) – cost include project delivery
- Homebuyers Program
 - Project Description: Provide down payment and closing cost assistance to low-to moderate income individuals and families. (5 units)
 - Cost: \$110,400K (PY 19-20- CDBG and HOME Funds) – cost include project delivery
- Housing Infill Program
 - Project Description: Smith County delinquent sales tax property for affordable housing
 - New Initiative: Standard property make-up and pricing matrix for potential buyers.
- Critical Repair Program
 - Project Description: NBS to partner with Habitat for Humanity to provide minor repair services and personnel cost for staff. (10-15 units)
 - Cost: \$110K (PY 19-20)
- Asbestos and Abatement Survey
 - Project Description: NBS will partner with outside firm to conduct asbestos and abatement services for demolition projects.
 - Cost: \$100K (PY 19-20)
- Family 1st Initiative promoting the focus on Mothers and Fathers and the connection to resources that will aid in improving positive outcomes that unify the family.
 - Ideas- Charter a bus to a Rangers game; host a community wellness/ resource fair.
- Waiting List Purge option added to Administrative Plan to have a more up-to-date waiting list of families who continue to need housing assistance on hand.
 - New Applications- Tentative plan to open the application process for new applicants seeking housing assistance in 2019/2020.
- Certified Job Seeker Program focusing on unemployed participants and/or employed individuals seeking better employment.
 - Participation – Zero-Income and Family Self-Sufficiency Clients
- Computer Based Training to assist FSS Participants in gaining and/or improving current marketable skills in specified areas (soft skills, education, computer training, etc.).
- Annual Credit Score Reports provided to FSS Participants to better assist with financial goals and responsibilities.
- Internal Audit/Case Reviews conducted by HCV

- Compliance Technician and management personnel to ensure internal/external program compliance.
- Perform 21 Annual Supervisory Assurance Inspections by HCV personnel by September 30, 2019.
- Receive Annual Section Eight Management Assessment Program (SEMAP) score resulting in a classification/ rating of a High Performing Housing Authority
- Internal & External Updates and Repairs to the following areas/items:
 - Landscaping,
 - Fencing repair,
 - Replacement of street LED Sign,
 - Parking lot signage
 - Large screen monitors/television and computer in conference room,
 - Replacing flooring,
 - Wall repairs, interior and exterior painting,
 - NBS building history/memorial

HOMEOWNERSHIP/HOUSING FUND (274)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$401	\$407	\$407	\$420
Revenues	6	-	13	14
Expenditures	-	-	-	-
Ending Fund Balance / Working Capital	\$407	\$407	\$420	\$434

HOUSING ASSISTANCE PAYMENTS FUND (276)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Reserved for Voucher Program	224,070	476,839	476,839	504,954
Reserved for Admin	237,182	246,679	246,679	291,023
Beginning Fund Balance / Working Capital	\$461,252	\$723,518	\$723,518	\$795,977
HUD Voucher	7,417,103	7,200,000	7,140,085	7,095,000
HUD Admin	623,122	596,769	674,105	660,698
Portability Voucher	262,600	200,000	502,578	200,000
Portability Admin	14,900	15,000	29,355	16,000
FSS Admin	57,686	58,563	56,392	58,563
FSS Forfeiture	7,029	-	-	-
Vash Voucher	6,121	-	5,101	-
Unclaimed Property	12,552	5,000	-	-
Fraud Reimbursement - Voucher	10,822	6,000	12,890	12,000
Fraud Reimbursement - Admin	10,800	6,000	12,889	12,000
Rental Income	-	-	-	6,000
Interest Earnings	7,819	3,358	15,129	15,431
Revenues	8,430,554	8,090,690	8,448,524	8,075,692
HAP Voucher	7,013,309	6,960,000	6,967,105	6,900,000
HAP Admin	608,701	863,529	649,928	710,986
Portability Voucher	288,401	200,000	502,578	200,000
Portability Admin	385	18,310	7,500	16,000
FSS Admin	57,688	92,272	57,938	53,765
Tenant Protection Admin	38,056	50,000	28,160	30,000
Tenant Protection Voucher	-	7,800	-	-
VASH Voucher	161,748	150,000	162,856	165,000
Expenditures	8,168,288	8,341,911	8,376,065	8,075,751
Reserved for Voucher Program	476,839	570,039	504,954	546,954
Reserved for Admin	246,679	(97,742)	291,023	248,964
Ending Fund Balance / Working Capital	\$723,518	\$472,297	\$795,977	\$795,918

Service Point Expenditures - Housing Assistance Payment Program

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	455,789	456,066	421,730	514,039
Supplies and Services	88,561	115,889	153,710	109,934
Sundry	7,061,983	7,225,174	7,017,795	6,948,896
Utilities	9,712	11,600	9,299	14,383
Maintenance	5,965	14,800	14,499	23,734
Capital Outlay	-	-	-	-
Total Appropriations	7,622,010	7,823,529	7,617,033	7,610,986

Service Point Employees - Housing

Regular Full-time Positions	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
12) NBS Operations manager	0.10	0.10	0.10	0.10	0.10
10, 11) Neighborhood Services Manager	0.60	0.10	0.10	0.10	0.10
Housing Services Manager	1.00	1.00	1.00	1.00	1.00
Clerk	1.00	1.00	1.00	1.00	1.00
12,14) Code Enforcement/Housing Inspector	1.00	1.00	1.00	1.00	1.00
Section 8/Housing Inspector	-	1.00	1.00	1.00	1.00
Senior Clerk	1.00	1.00	1.00	1.00	1.00
Housing Eligibility Supervisor	1.00	1.00	1.00	1.00	1.00
7, 9) Certified Housing Specialist	2.00	2.00	2.00	2.00	2.00
Lead Certified Housing Specialist	1.00	1.00	1.00	1.00	1.00
Code Enforcement/Housing Inspector Supervisor	1.00	1.00	1.00	1.00	1.00
Total Department	9.70	10.20	10.20	10.20	10.20

1) One position downgraded from Accountant to Financial Analyst during FY 2007-2008

2) One position with 45% paid by Community Development, 25% paid by Transit and 7% paid by HOME

3) Position transferred to the City Manager's Office and title changed to Project Manager FY 2008-2009

4) Position transferred from the City Manager's Office during FY 2008-2009

5) Position title change to Housing Eligibility Supervisor FY 2009-2010

6) Title changed to Certified Housing Specialist during FY 2009-2010

7) One Certified Housing Specialist position upgraded to Senior Certified Housing Specialist during FY 2009-2010

8) Position upgrade to Code Enforcement/Housing Inspector Supervisor

9) During FY 2010-2011 Certified Housing Specialist downgraded to Developmental Certified Housing Specialist, then upgraded to

back to Certified Housing Specialist within same year

10) Title change from Director of Neighborhood Services to Neighborhood Services Manager FY 2011-2012. Neighborhood services manager changed from 60/30/10 to 70% paid by community development and 20% by Home FY 15-16 and 10% by Housing FY 16/17

11) One position with 50% paid by Community Development and 25% Home

12) One Code Enforcement/Housing Inspector transferred to Development Services Building Inspector FY 13-14

13) Financial Analyst transferred to Finance FY 12-13

14) One position 30% paid by Community development and 10% by Home FY 15-16

14) One Code Enforcement/Housing Inspector reclassified to Sec 8/Housing Inspector FY 15-16

15) Senior Cert. Housing Spec. reclassified to Lead Certified Housing Spec. FY 14-15

16) One Rehab Project Specialist (#3) reclassified to Community Development Manager salary split between 5 NBS accounts 20% FY 17-18

Service Point Expenditures - Housing Portability

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	385	18,310	7,500	16,000
Sundry	288,401	200,000	502,578	200,000
Total Appropriations	288,786	218,310	510,078	216,000

Service Point Expenditures - FSS Homeownership Program

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	50,205	92,272	57,938	53,765
Total Appropriations	50,205	92,272	57,938	53,765

Service Point Expenditures - Tenant Protection Program

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Supplies and Services	-	7,800	-	-
Sundry	38,056	50,000	28,160	30,000
Total Appropriations	38,056	57,800	28,160	30,000

Service Point Expenditures - VASH Program

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Sundry	161,748	150,000	162,856	165,000
Total Appropriations	161,748	150,000	162,856	165,000

**COMMUNITY DEVELOPMENT GRANT FUNDS (294)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020**

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$29,154	\$38,941	\$38,941	\$113,479
CDBG Grant Income	644,168	1,494,392	858,779	864,656
HIP Income	-	2,000	2,000	2,000
Miscellaneous Income	14,007	2,500	9,455	10,000
Total Revenue	658,175	1,498,892	870,234	876,656
Expenditures				
Admin Expenditures				
Admin	122,425	219,682	155,581	166,029
Rehab Admin	15,476	16,632	384	-
Homebuyers Admin	28,996	39,453	15,466	14,517
Demolition Admin	25,041	30,902	9,116	14,154
Code Enforce. Admin	49,933	95,796	36,111	26,377
Public Facilities Admin	-	-	4,394	-
Total Admin Expenditures	241,871	402,465	221,052	221,077
Project Expenditures				
Admin Projects	7,615	-	-	-
Rehab Projects	-	110,000	110,000	-
Homebuyers Projects	20,819	165,710	53,728	55,483
Demolition Projects	132,305	374,112	68,750	133,346
Code Enforcement Projects	-	111,739	-	57,623
Public Facilities Projects	245,686	330,366	330,711	397,127
Miscellaneous	92	4,500	11,455	12,000
Total Project Expenditures	406,517	1,096,427	574,644	655,579
Total Expenditures	648,388	1,498,892	795,696	876,656
Ending Fund Balance / Working Capital	\$38,941	\$38,941	\$113,479	\$113,479

Service Point Expenditures - CDBG Admin

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	79,133	83,665	84,956	117,709
Supplies and Services	16,638	104,266	42,501	19,680
Sundry	17,647	19,475	19,475	20,440
Utilities	4,735	4,903	4,856	60
Maintenance	4,272	7,373	3,793	8,140
CDBG Projects	7,615	-	-	-
Total Appropriations	130,040	219,682	155,581	166,029

Service Point Expenditures - Rehabilitation

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	14,712	-	-	-
Supplies and Services	184	16,632	384	-
Sundry	-	-	-	-
Maintenance	580	-	-	-
CDBG Projects	-	110,000	110,000	-
Total Appropriations	15,476	126,632	110,384	-

Service Point Expenditures - Home Buyers

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	24,699	32,512	9,290	7,476
Supplies and Services	47	2,268	1,503	2,220
Sundry	4,250	4,673	4,673	4,821
CDBG Projects	20,819	165,710	53,728	55,483
Total Appropriations	49,815	205,163	69,194	70,000

Service Point Expenditures - Demolition

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	23,935	24,224	4,570	7,476
Supplies and Services	1,106	6,678	4,546	6,678
CDBG Projects	132,305	374,112	68,750	133,346
Total Appropriations	157,346	405,014	77,866	147,500

Service Point Expenditures - Code Enforcement

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	35,961	75,571	18,788	14,948
Supplies and Services	13,356	12,552	7,347	6,608
Sundry	-	4,673	4,673	4,821
Maintenance	616	3,000	630	-
CDBG Projects	-	111,739	4,673	57,623
Total Appropriations	49,933	207,535	36,111	84,000

Service Point Expenditures - Public Facilities

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	-	-	4,394	-
CDBG Projects	245,686	330,366	330,711	397,127
Total Appropriations	245,686	330,366	335,105	397,127

Service Point Expenditures - Match

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	-	-	-	-
Sundry	92	4,500	11,455	12,000
Total Appropriations	92	4,500	11,455	12,000

Service Point Employees - CDBG

<i>Regular Full-time Positions</i>	<i>2014-2015</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>
7, 8) Neighborhood Services Manager	0.50	0.15	0.70	0.70	0.70
6, 9) Community Development Manager	0.80	0.70	-	-	-
NBS Operations Manager	-	-	0.70	0.70	0.70
3) Homebuyers Specialist	1.00	1.00	1.00	1.00	1.00
13)Rehab Project Specialist	-	-	2.00	1.00	1.00
5) Rehab Project Specialist/Code Enforcement Officer	1.70	1.70	-	-	-
10) Senior Secretary	0.90	0.90	0.90	0.90	0.90
Total Department	4.90	4.45	5.30	4.30	4.30

1) One position downgraded from Accountant to Financial Analyst during FY 2007-2008

2) One position with 25% paid by Transit, 23% paid by Housing and 7% paid by HOME

3) One position added for FY 2008-2009

4) One position with 20% paid by HOME

5) Two positions, one with 10% paid by HOME and one with 20% paid by HOME

6) Housing Projects Coordinator title changed to Community Development Manager During FY 08-09

7) Title change from Director of Neighborhood Services to Neighborhood Services Manager

8) One position with 25% paid by Housing and 25% paid by HOME

9) One position with 20% paid by HOME

10) One position with 10% paid by HOME

11) One Project Planner transferred to Wastewater Treatment as Equipment Mechanic I FY 13-14

12) Financial Analyst moved to Finance FY 12-13

8) One position with 60% paid by Housing and 10% paid by HOME FY 15-16

9) Neighborhood services operations manager 20%paid by HOME and 10% by HOUSING FY 15-16

13) One Rehab Project Specialist (#3) reclassified to Community Development Manager salary split between 5 NBS accounts 20%? FY 17-18

HOME GRANT FUNDS (295)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	\$318,844	\$266,791	\$266,791	\$266,791
HOME Grant Income	95,735	648,250	85,496	347,216
Miscellaneous	9,250	-	52,486	33,202
Total Revenues	104,985	648,250	137,982	380,418
Expenditures				
Admin	42,989	46,610	55,196	34,371
Homebuyers	-	40,400	30,300	53,444
CHDO	-	58,619	-	46,874
New / Reconstruction	71,271	502,621	-	212,527
PATH Home	14,260	-	-	-
Match	28,518	279,252	52,486	33,202
Total Expenditures	157,038	927,502	137,982	380,418
Ending Fund Balance / Working Capital	\$266,791	\$(12,461)	\$266,791	\$266,791

Service Point Expenditures - HOME

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	9,989	10,485	42,410	32,935
Supplies and Services	214	36,125	12,786	1,436
HOME Projects	118,315	880,892	82,786	346,047
Total Appropriations	128,518	927,502	137,982	380,418

Service Point Employees - HOME

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
6, 7) Neighborhood Services Manager	0.25	0.20	0.20	0.20	0.20
5, 8) Community Development Manager	0.20	-	1.00	1.00	1.00
NBS Operations Manager	-	0.20	0.20	0.20	0.20
4) Rehab Project Specialist/Code Enforcement Officer	0.30	-	-	-	-
9) Senior Secretary	0.10	0.10	0.10	0.10	0.10
Total Department	0.85	0.50	1.50	1.50	1.50

1) One position downgraded from Accountant to Financial Analyst during FY 2007-2008

2) One position with 45% paid by Community Development, 25% paid by Transit and 23% paid by Housing

3) One position with 80% paid by Community Development

4) Two positions, one with 90% paid by Community Development 10% HOME and one with 80% paid by Community Development 20% HOME

5) Housing Projects Coordinator title changed to Community Development Manager During FY 08-09

6) Title change from Director of Neighborhood Services to Neighborhood Services Manager

7) One position with 25% paid by Housing and 50% paid by Community Development

8) One position with 70% paid by Community Development and 10% by HOUSING FY 15-16

9) One position with 90% paid by Community Development

10) Financial Analyst moved to Finance FY 12-13

7) One position with 60% paid by Housing and 30% paid by Community Development FY 15-16. Neighborhood services manager changed from 60/30/10 to 70% paid by community development and 20% by Home FY 15-16 and 10% by Housing FY 16/17

8) One Rehab Project Specialist - Community Development division (#3) reclassified to Community Development Manager salary split between 5 NBS accounts 20% FY 17-18

MPO

Service Point Focus

The MPO is responsible for the “3-C” planning process (cooperative, continuous, comprehensive) to conduct basic planning activities. Transportation planning is a process of projecting future transportation needs, investigating and evaluating alternative actions for meeting those needs, assessing the financial ability of the community to implement those actions, and recommending reasonable strategies based on needs and available resources. The MPO is also charged with providing professional oversight and support to the Technical Advisory Committee and the Transportation Policy Committee.

The MPO is responsible for:

- developing a Unified Planning Work Program (UPWP);
- developing a Metropolitan Transportation Plan (MTP);
- updating and maintaining the MPO TransCAD traffic model;
- developing a Transportation Improvement Program (TIP);
- updating the State’s electronic Transportation Improvement Program (eSTIP);
- submitting monthly billings to TxDOT for reimbursement;
- submitting Annual Performance & Expenditure Report (APER) for State and Federal approval;
- submitting Annual Project Listing (APL) for State and Federal approval;
- providing notice and holding open houses to receive input on regional transportation projects in accordance with the

- Public Participation Plan (Triple P);
- updating Title VI plans and maintaining compliance in accordance with Federal regulations;
- participate in regional and State transportation planning committees and initiatives;
- coordinating special studies as directed by the Transportation Policy Committee.

Accomplishments for 2018-2019

- Hired consultant to create Active Transportation Plan for region;
- Hired consultant to begin the five year update to the Metropolitan Transportation Plan (MTP);
- Submitted FY 2017 Annual Performance & Expenditure Report;
- Kicked-off Active Transportation plan;
- Kicked-off Metropolitan Transportation Plan (MTP) update;
- Adopted Transportation Improvement Program (TIP) for FY2018-2021.

Goals for 2019-2020

- Monitor Air Quality for region for possible non-attainment status;
- Work closely within 14 county East Texas Council of Government’s region to advance public transportation;
- Continue support of Toll 49.

MPO GRANT (285) REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	-	-	-	-
Revenues	381,335	467,910	588,625	588,625
Expenditures	381,335	467,910	588,625	588,625
Ending Fund Balance / Working Capital	\$-	\$-	\$-	\$-

Service Point Expenditures - MPO

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	115,014	120,787	98,985	99,885
Supplies and Services	160,996	322,895	179,300	179,300
Sundry	3,704	4,178	310,290	309,390
Utilities	14	50	50	50
Capital Outlay	101,606	20,000	-	-
Total Appropriations	381,334	467,910	588,625	588,625

Service Point Employees - MPO

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
10)MPO Planner	1.00	-	-	-	-
Total Department	1.00	-	-	-	-

1) One position with 70% paid by Planning and Zoning

2) Position reclassified to Senior Planner during FY 2007-2008

3) 96% of position transferred from Solid Waste - Administration for FY 2008-2009 with 4% paid by Solid Waste - Administration

4) One position with 85% paid by Planning and Zoning

5) Position transferred to Planning and Zoning Upgraded to Principal Planner, then downgraded to Senior Secretary funded 100% by P&Z

6) Senior Planner Frozen FY 2011-2012

7) Moved funding to Water-GIS during FY 11-12

8) Moved Funding from Water- GIS during FY 11-12

9) GIS Planner/Developer reclassified to GIS Developer FY 12-13, moved to GIS fund FY 13-14

10)MPO Planner reclassified to Senior Planner FY 16-17

Tyler Transit

Service Point Focus

Tyler Transit provides public transportation services to the citizens of Tyler that is safe, dependable and cost effective. Tyler Transit operates a fixed route bus system throughout the city on five fixed routes, as well as providing complementary ADA Paratransit services to individuals that are eligible. Through the Tyler Transit system, we connect citizens to employers, medical facilities and educational institutions throughout the city.

Transit employees are responsible for the following:

- Providing safe, dependable and efficient public transportation services.
- Administering awarded Federal and State grant funds.
- Operating and Maintaining all transit vehicles to conform to Federal Transit Authority (FTA) guidelines.
- Promoting and increasing ridership.
- Coordination of efforts to streamline route schedules for customer convenience with additional technologies.
- Continuation of employee training that promotes and reinforces safe and efficient processes in providing public transportation.

Accomplishments for 2018-2019

- Contracted with McDonald Transit to manage the Transit Department.
- Promoted the use of the Route Shout web portal.
- Continued the use of the overflow contract with NDMJ to provide paratransit service with no service denials to our riders.

Goals for 2019-2020

- Bring in additional sources of revenue including advertising and dedicated college income.
- Perform a fixed route evaluation and try to make the system more efficient.
- Replace at least two fixed route buses.
- Procure an Intelligent Information System for the fixed route service.
- Eliminate paper manifest and start using electronic manifest for paratransit.
- Perform a cost evaluation for paratransit and decide whether to outsource or continue to run in house.

TRANSIT SYSTEM FUND (286)
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Working Capital	160,600	42,493	42,493	42,493
Beginning Fund Balance / Working Capital	\$160,600	<u>\$42,493</u>	<u>\$42,493</u>	<u>\$42,493</u>
Revenues				
Transit Fees	161,152	170,000	164,300	170,000
Advertising	-	5,000	5,000	10,000
Bus Sales and Other Income	5,297	200	19,779	10,000
State Grant	668,081	755,673	642,623	648,673
Federal Grant	1,408,632	3,261,985	2,156,675	2,947,977
Total Revenues	2,243,162	4,192,858	2,988,377	3,786,650
Expenditures				
Transit Operations	2,832,625	4,590,459	3,451,423	4,267,307
Total Expenditures	2,832,625	4,590,459	3,451,423	4,267,307
Transfer In	471,356	463,046	463,046	463,046
General Fund (101)	471,356	463,046	463,046	463,046
(Transfer Out)	-	-	-	-
Working Capital	42,493	107,938	42,493	24,882
Ending Fund Balance / Working Capital	\$42,493	\$107,938	\$42,493	\$24,882

Service Point Expenditures - Tyler Transit

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	-	813,922	833,532	667,039
Supplies and Services	151,614	193,859	208,417	384,473
Sundry	102,534	96,518	232,374	176,583
Utilities	10,439	14,848	10,752	11,598
Maintenance	594,349	406,700	347,745	376,200
Capital Outlay	-	-	134,480	-
Total Appropriations	858,936	1,525,847	1,767,300	1,615,893

Service Point Expenditures - ARRA

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Capital Outlay	-	715,294	623,920	-
Total Appropriations	-	715,294	623,920	-

Service Point Expenditures - ADA

	FY2015-2016	FY2017-2018	FY2017-2018	FY2018-2019
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	-	555,058	393,323	509,382
Supplies and Services	303,029	149,664	370,045	168,157
Maintenance	99,963	95,000	98,541	95,000
Capital Outlay	175,027	-	-	-
Total Appropriations	578,019	799,722	861,909	772,539

Service Point Employees - Transit

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
8, 11, & 16) Transit Manager	1.00	1.00	1.00	1.00	1.00
Transportation Operations Coordinator	1.00	1.00	1.00	1.00	1.00
Account Specialist	-	-	-	-	-
6, 12, & 25) Administrative Assistant	-	-	-	-	-
25) Administrative Secretary	-	-	1.00	1.00	1.00
7, 19) Bus Driver	16.00	16.00	16.00	16.00	16.00
12, 18) Transit Dispatcher/Scheduler	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	2.00	2.00	2.00	2.00	2.00
Transit Compliance Officer	1.00	1.00	1.00	1.00	1.00
21)Senior Bus Driver	4.00	4.00	4.00	4.00	4.00
23, 24)Solid Waste Manager	-	0.50	-	-	-
22)Treasury Manager	-	0.25	0.25	0.25	0.25
Total Regular Full-time	26.00	26.75	27.25	27.25	27.25

Service Point Employees - Transit (continued)

<i>Part-Time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
10 & 13) Custodian	1.00	1.00	1.00	1.00	1.00
13) Bus Driver	1.00	1.00	1.00	1.00	1.00
Total Substitute	2.00	2.00	2.00	2.00	2.00

<i>Substitute Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
9,15) Bus Driver	6.00	6.00	6.00	6.00	6.00
Total Substitute	6.00	6.00	6.00	6.00	6.00
Total Department	34.00	34.75	35.25	35.25	35.25

- 1) Title changed from Transportations Operation Manager to Transportation Operations Coordinator during FY 2008-2009
- 2) One position reclassified to Dispatcher/Scheduler during FY 2007-2008
- 3) One position with 45% paid by Community Development, 23% paid by Housing and 7% paid by HOME
- 4) One position reclassified to Bus Driver during FY 2007-2008
- 5) Position frozen for FY 2009-2010
- 6) Administrative Assistant eliminated for FY 2011-2012
- 7) Five of 12 Full-time Bus Driver positions frozen for FY 2011-2012 and 2012-2013
- 7) and 9) Converted six PT SUB bus driver positions to 3 FT bus driver positions during FY 15-16
- 8) Senior Clerk position upgraded to Transit Manager FY 2010-2011
- 9) Added four additional Bus Driver positions during FY 2010-2011
- 10) Converted one FT custodian to two PT custodians FY 2011-2012
- 11) Transit Manager reclassified to Executive Director of MPO FY 2011-2012
- 12) Administrative Assistant unfrozen for FY 2012-2013, Scheduler/Dispatcher frozen for FY 2012-2013. Account Spec. reclassified to Admin Asst. FY 13-14
- 13) One PT Custodian reclassified to PT Bus Driver FY 12-13
- 14) Financial Analyst moved to Finance FY 12-13
- 15) Two substitute drivers added during FY 13-14. Four (4) substitute positions (#7 & #9 reclassified & #8 & #10 were closed) reclassified into Two (2) FT Bus Drivers (#19 & 20) FY 15-16
- 16) Special Projects Manager reclassified to Transit Manager during FY 13-14
- 17) Executive Director of MPO moved to Planning and combined with Planning Director during FY 13-14
- 18) One Transit Dispatcher/Scheduler unfrozen FY 14-15
- 19) Five Full-Time Bus Drivers unfrozen FY 14-15
- 20) One Treasury Manager position 75% paid by Finance FY 15-16
- 21) One Senior Bus Driver reclassified to Bus Driver FY 15-16
- 22) Treasury Manager salary split 75% Finance 25% Transit FY 16-17
- 23) Solid Waste Manager salary split 50% Transit 50% SW Administration FY 16-17
- 24) SW Manager salary no longer split 50/50, 100% paid by SW Admin FY 17-18
- 25) Administrative Assistant reclassified to Administrative Secretary FY 13-14 error located FY 17-18, not reflected in previous years

PRODUCTIVITY IMPROVEMENT FUND (639)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserved Fund Balance	\$186,351	\$161,201	\$161,201	\$1,476,726
Revenues	4,988	2,800	13,104	13,366
Expenditures				
Services	29,658	-	-	15,000
Productivity Pay & Severance	298,935	1,337,558	60,000	2,430,457
Internal Audit and Budget	40,183	77,760	57,250	58,760
Lean Six Sigma/City U	395,670	428,628	359,212	497,765
Grants Coordinator	79,894	78,135	78,032	-
Total Expenditures	844,340	1,922,081	554,494	3,001,982
Transfer In	814,202	1,856,915	1,856,915	1,531,569
General Fund (101)	135,312	1,049,227	1,049,227	687,007
Rainy Day Fund (235)	289,722	-	-	-
Utilities Fund (502)	235,312	434,983	434,983	500,725
Solid Waste Fund (560)	153,856	232,396	232,396	284,308
Airport Fund (524)	-	13,179	13,179	5,349
Storm Water (575)	-	14,176	14,176	5,921
Special Revenue Funds	-	63,651	63,651	26,104
Internal Service Funds	-	49,303	49,303	22,155
(Transfer Out)	-	-	-	-
Unreserved Fund Balance	\$161,201	\$98,835	\$1,476,726	\$19,679

Service Point Expenditures - Productivity

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	18,121	331,558	-	-
Supplies and Services	11,537	-	-	15,000
Sundry	298,935	1,006,000	60,000	2,430,457
Total Appropriations	328,593	1,337,558	60,000	2,445,457

Service Point Expenditures - Internal Audit

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	2,526	-	-	-
Supplies and Services	37,657	77,760	57,250	58,760
Total Appropriations	40,183	77,760	57,250	58,760

Service Point Expenditures - Lean Sigma/City U

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	119,565	131,173	130,247	215,104
Supplies and Services	113,874	92,960	82,960	114,960
Sundry	162,231	204,495	146,005	167,701
Total Appropriations	395,670	428,628	359,212	497,765

Service Point Expenditures - Grant Officer

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	58,395	65,932	69,912	-
Supplies and Services	10,026	8,120	8,120	-
Sundry	3,386	4,083	-	-
Total Appropriations	71,807	78,135	78,032	-

Service Point Employees - Productivity

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
2, 6) Internal Auditor	1.00	-	-	-	-
Innovation Pipeline Manager	-	1.00	1.00	1.00	1.00
4) Grants Officer	1.00	1.00	1.00	1.00	1.00
5) Director for Innovation Manager for Innovation	1.00	-	-	-	-
	-	1.00	1.00	1.00	1.00
Total Department	3.00	3.00	3.00	3.00	3.00

1) One position upgraded to Administrative Secretary during FY 2007-2008. Administrative Secretary transferred from Productivity Fund to General Fund during FY 2007-2008.

2) Internal Auditor transferred from CMO FY 2010-2011

3) Clerical Specialist Moved to Human Resource FY 2011-2012

4) Grant Officer added FY 13-14 from FT Recreation Specialist (Parks)

5) Lean Sigma Master Black Belt reclassified to Director for Innovation during FY 13-14

6) Internal Auditor reclassified to Innovation Pipeline Manager FY 15-16

Vehicle Equipment Services

Service Point Focus

The Vehicle Services Department is charged with providing high quality, low cost vehicle maintenance services and asset management activities for all vehicles in the City's fleet. This department is committed to quality and excellence in professional fleet management services and staff members are responsible for the following to meet the City's needs:

- General maintenance for more than 600 fleet vehicles including police cars, fire trucks, service trucks and sedans;
- Maintaining an efficient equipment maintenance scheduling and tracking system;
- Auto parts inventory control management and services;
- Maintaining best practice policies and procedures to meet service goals;
- Maintaining a preventive maintenance program for service and inspections;
- Providing fleet utilization support to all departments;
- Maintaining vehicle records;
- Adhering to general safety regulations and environmental policies;
- Maintaining a diligent and proactive replacement and procurement program;

- Performing fleet facilities maintenance and upgrades as needed; Using computer systems technology;
- Pursuing staff continuing education and training goals;
- Pursuing vendor contracts when efficient;
- Applying alternative fuel programs;
- Maintaining hazardous material management; and, Fuel management program.

Accomplishments for 2018-2019

- Purchased \$1.29M worth of new vehicles and equipment
- Updated parts room SOPs
- Completed a Green Belt Project reorganizing the tire building.
- Took registration sticker printing in house.

Goals for 2019-2020

- Improve overall shop efficiency and work quality.
- Update Oakwood Complex security camera system.
- Provide more training for all VES Staff.
- Look for additional sources of income.

FLEET MAINTENANCE AND REPLACEMENT FUND (640)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Reserve for Vehicle Replacement	5,036,983	5,572,353	5,572,353	5,505,516
Beginning Fund Balance / Working Capital	\$5,036,983	\$5,572,353	\$5,572,353	\$5,505,516
Revenues				
Interest Earnings	82,982	40,000	160,752	60,000
Amortization Charges	4,503,638	4,618,508	4,653,870	4,831,997
Service Fees	706,250	680,000	716,704	920,308
Fuel Revenue	1,632,939	1,846,895	1,674,928	1,775,000
Parts Revenue	2,626,474	2,647,800	2,959,961	2,893,000
Compressed Natural Gas	187,063	133,240	166,185	87,200
Miscellaneous Income	14,406	4,000	6,339	4,000
Sale of Equipment	400,274	360,000	394,000	360,000
Sale of Salvage	10,189	12,000	6,615	8,000
Health District	11,660	14,238	10,267	14,238
Total Revenues	10,175,875	10,356,681	10,749,621	10,953,743
Expenditures				
Replacement	4,289,083	4,783,097	4,660,271	5,122,570
Maintenance	1,407,096	1,801,047	1,752,945	1,521,515
Health	10,727	14,238	10,267	14,238
Fuel, Parts and Contractual Services	3,870,069	4,273,500	4,309,251	4,403,000
Contingency	-	80,661	-	200,000
Total Expenditures	9,576,975	10,952,543	10,732,734	11,261,323
Transfer In	-	-	-	-
(Transfer Out)	(63,530)	(83,724)	(83,724)	(72,933)
Technology Fund (671)	(63,530)	(65,347)	(65,347)	(65,347)
Productivity Fund (639)	-	(18,377)	(18,377)	(7,586)
Reserve for Vehicle Replacement	5,572,353	4,892,767	5,505,516	5,125,003
Ending Fund Balance / Working Capital	\$5,572,353	\$4,892,767	\$5,505,516	\$5,125,003

Service Point Expenditures - Fleet Replacement

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Sundry	-	80,661	-	200,000
Capital Outlay	4,289,083	4,783,097	4,660,271	5,122,570
Total Appropriations	4,289,083	4,863,758	4,660,271	5,322,570

Service Point Expenditures - Health District

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	8,489	12,000	8,029	12,000
Sundry	2,238	2,238	2,238	2,238
Total Appropriations	10,727	14,238	10,267	14,238

Service Point Expenditures - Cost of Goods Sold

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Sundry	3,870,069	4,273,500	4,309,251	4,403,000
Total Appropriations	3,870,069	4,273,500	4,309,251	4,403,000

Service Point Expenditures - Fleet Maintenance

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	916,668	1,102,671	976,221	1,048,008
Supplies and Services	191,680	153,213	230,549	161,350
Sundry	148,480	157,890	157,890	95,065
Utilities	57,319	54,620	61,637	66,620
Maintenance	134,199	148,000	143,396	150,472
Total Appropriations	1,448,346	1,616,394	1,569,693	1,521,515

Service Point Employees - Fleet Maintenance

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
11) Vehicle Services Manager	-	1.00	1.00	1.00	1.00
4) Vehicle Equipment Services Manager	-	-	-	-	-
Mechanic Supervisor	3.00	3.00	3.00	3.00	3.00
9, 14) Equipment Mechanic I	2.00	2.00	1.00	1.00	1.00
6, 12) Equipment Mechanic II	3.00	2.00	1.00	1.00	1.00
10) Fleet Auditor	-	-	1.00	1.00	1.00
3) Master Mechanic	3.00	4.00	5.00	5.00	5.00
Master Automotive Electrician	-	-	1.00	1.00	1.00
13) Purchasing Technician	1.00	1.00	-	-	-
8) Senior Secretary	1.00	1.00	1.00	1.00	1.00
7) Purchasing Agent	1.00	1.00	1.00	1.00	1.00
Total Department	14.00	15.00	15.00	15.00	15.00

1) One Inventory Technician reclassified to Fleet Auditor during FY 2007-2008

2) Changed title to Mechanic Supervisor

3) Changed one position to Mechanic Supervisor

4) When Pay Plan Adjustments were made Job title was changed from Fleet Administrator to Vehicle Equipment Services manager Jan 2010

5) 1 Equipment Mechanic II eliminated FY 12-13

Note: Employees in Equipment Mechanic I, Equipment Mechanic II, Equipment Servicer and Master Mechanic positions are on a Career Ladder program and may advance depending on their skill level. Prior budget book numbers off due to step system

6) One Equipment Mechanic II reclassified to Mechanic Supervisor FY 12-13

7) Senior Secretary reclassified to Purchasing Agent FY 12-13

8) Inventory Technician reclassified to Senior Secretary FY 13-14

9) Two Equipment Mechanic (I & II) positions added FY 14-15

10) Fleet Auditor reclassified to Fleet Services Coordinator FY 2011

11) 1 Vehicle Services Manager added, reclassified from SW Residential Equip. Op #22 FY 16-17

12) One Equipment Mechanic II reclassified to Master Mechanic FY 17/18

13) Purchasing Technician reclassified to Fleet Auditor FY 17-18

14) One Equipment Mechanic I reclassified to Master Automotive Electrician FY 17-18

**PROPERTY, LIABILITY, DISABILITY & WORKERS
COMPENSATION FUND (650)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020**

	Actual	Amended	Projected	Budget
	2017-2018	Budget 2018-2019	2018-2019	2019-2020
Reserved for Workers Comp.	504,737	1,028,144	1,028,144	1,066,285
Reserved Property/Liability	168,246	342,715	342,715	355,428
Beginning Fund Balance / Working Capital	\$672,983	<u>\$1,370,859</u>	<u>\$1,370,859</u>	<u>\$1,421,713</u>
Revenues				
Distributed Interest	12,489	2,600	34,943	35,642
Special Event Policy	14,875	9,500	9,500	9,500
Unemployment / Disability Premiums	231,463	119,595	112,051	110,415
Property and Liability Premiums	1,766,690	1,102,243	1,163,354	1,259,356
Workers Comp Premiums	552,099	613,564	613,564	557,061
Total Revenues	2,577,616	1,847,502	1,933,412	1,971,974
Expenditures				
Employee Cost	235,654	229,460	234,674	240,098
Unemployment / Disability	500,621	382,614	382,284	456,830
Property and Liability	680,076	761,329	742,704	747,222
Workers Comp	463,389	518,458	518,386	572,428
Contingency	-	500,000	-	500,000
Total Expenditures	1,879,740	2,391,861	1,878,048	2,516,578
Transfer Out	-	(4,510)	(4,510)	(1,880)
Productivity Fund (639)	-	(4,510)	(4,510)	(1,880)
Reserved for Workers Comp.	1,028,144	616,493	1,066,285	656,422
Reserved Property/Liability	342,715	205,498	355,428	218,807
Ending Fund Balance / Working Capital	\$1,370,859	\$821,990	\$1,421,713	\$875,229

Service Point Expenditures - Risk

	FY2015-2016	FY2017-2018	FY2017-2018	FY2018-2019
	Actual	Budget	Projected	Budget
	Expenditures	Appropriations	Expenditures	Appropriations
Salaries and Benefits	224,556	206,825	212,039	216,761
Supplies and Services	1,652,538	1,679,003	1,659,976	1,793,082
Sundry	2,646	506,033	6,033	506,735
Total Appropriations	1,879,740	2,391,861	1,878,048	2,516,578

Service Point Employees- Risk

<i>Regular Full-time Positions</i>	<i>2014-2015</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>
7) Managing Director of Administration	0.25	0.40	0.40	0.40	0.40
Risk Tech	-	-	1.00	1.00	1.00
5) Support Services Tech I	1.00	1.00	-	-	-
Total Full-Time	1.25	1.40	1.40	1.40	1.40

<i>Regular Part-Time Positions</i>	<i>2014-2015</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2016-20172</i>	<i>2018-2019</i>
1) Loss Technician	1.00	1.00	-	-	-
9)Risk Manager	-	-	1.00	1.00	1.00
Total Part-Time	1.00	1.00	1.00	1.00	1.00
Total Department	2.25	2.40	2.40	2.40	2.40

1) Data Management position transferred from Police Department to Risk and title changed to Loss Control Technician during FY 2009-2010

2) 25% of HR Director moved from CMO FY 2010/2011

3) Risk Analyst downgraded to Legal/Risk/City Clerk Secretary FY 2009-2010

4) Legal/Risk/City Clerk Secretary moved to Legal FY 2010-2011

5) Support Services Technician I moved from Legal to Risk FY 2010-2011

6) Assistant City Attorney moved from Risk to Legal FY 2011-2012 & 2012-2013

7) Human Resource Director reclassified to Managing Director of Administration FY 2011-2012

7) Managing Director of Administration 60 % paid by HR FY 15-16

8) HR/Risk Specialist transferred to HR/Risk from Finance as Senior Benefit Specialist FY 12-13

9)Risk Analyst PT (Loss Tech) reclassified to Risk Manager FY 14-15

10)Risk Tech added FY 14-15 (position transferred from Library to HR/Risk)

EMPLOYEE BENEFITS FUND (661)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$301,975	\$2,863,998	\$2,863,998	\$4,944,068
Revenues				
Health Benefits	10,116,000	10,799,680	10,937,782	9,982,774
Dental Benefits	423,927	431,226	418,680	395,424
Life Insurance	215,073	216,606	185,185	159,430
Other Benefits	5,949	23,230	23,230	23,648
Interest Earnings	22,464	1,200	66,485	67,815
Total Revenues	10,783,413	11,471,942	11,631,362	10,629,091
Expenditures				
Health Benefits	7,479,103	9,823,248	8,829,845	9,487,923
Dental Benefits	440,745	546,283	453,687	480,544
Life Insurance	201,908	250,000	169,601	147,509
Other Benefits	17,069	23,630	23,630	23,648
Affordable Care Act	13,926	13,966	3,565	3,489
Special Services	68,599	70,000	70,000	103,387
Travel and Training	40	964	964	964
Benefit Analyst	-	-	-	78,319
Vision Insurance	-	-	-	-
Tria Health	-	-	-	-
Total Expenditures	8,221,390	10,728,091	9,551,292	10,325,783
Transfer In	-	-	-	-
(Transfer Out)	-	-	-	(670)
Ending Fund Balance	\$2,863,998	\$3,607,849	\$4,944,068	\$5,246,706

Service Point Expenditures - Benefits Fund

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	13,926	13,966	3,565	81,808
Supplies and Services	8,005,556	10,464,125	9,378,126	10,096,466
Sundry	201,908	250,000	169,601	147,509
Total Appropriations	8,221,390	10,728,091	9,551,292	10,325,783

**BENEFITS FUND (661)
REVENUE DETAIL
FISCAL YEAR 2019-2020**

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Revenues				
Interest Earnings	\$22,464	\$1,200	\$66,485	\$67,815
Employee Assistance Program	5,949	23,230	23,230	23,648
Section 125 Forfeiture	622	-	1,417	1,157
Health Benefits Paid by City	7,631,119	8,652,301	8,652,301	8,048,252
Health Benefits paid by employee	1,880,929	2,029,776	1,925,602	1,920,188
COBRA Premiums	10,039	17,603	10,980	13,177
Dental Benefits paid by employees	280,571	285,456	272,910	255,150
Dental Benefits paid by City	143,356	145,770	145,770	140,274
Life Insurance Premiums paid by City	27,580	28,294	28,294	10,367
Life Insurance Premiums paid by employees	187,493	188,312	156,891	149,063
Miscellaneous Income - Rebates	331,340	-	97,626	-
Miscellaneous Income - Performance Penalty	260,274	-	-	-
Stop loss Reimbursement	1,677	100,000	249,856	-
Total Revenues	\$10,783,413	\$11,471,942	\$11,631,362	\$10,629,091

**BENEFITS FUND (661)
EXPENSE DETAIL
FISCAL YEAR 2019-2020**

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Expenditures				
Benefit Analyst	\$-	\$-	\$-	\$78,319
Life Insurance Premiums	201,908	250,000	169,601	147,509
Affordable Care Act	13,926	13,966	3,565	3,489
Special Services	68,599	70,000	70,000	103,387
Travel and Training	40	964	964	964
Employee Assistance Program Fees	17,069	23,630	23,630	23,648
Health Claim Payments	4,824,713	6,850,925	5,862,333	6,214,073
Rx Claims	1,973,874	2,258,608	2,305,782	2,536,359
Dental Administrative Fees	17,726	22,311	19,829	24,994
Dental Claim	423,019	523,972	433,858	455,550
Health Admin Fees	291,882	290,000	253,764	285,652
Health Stop loss	388,634	423,715	407,966	451,839
Tria Health	-	-	-	-
Vision Insurance	-	-	-	-
Total Expenditures	\$8,221,390	\$10,728,091	\$9,551,292	\$10,325,783

Service Point Employees - Employee Benefits

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
3) Civil Service/Employee Relations Officer	0.30	-	-	-	-
Total Department	0.30	-	-	-	-

1) Position transferred from General Fund - Finance during FY 2007-2008

2) Senior Benefit Specialist transferred to HR/Risk as HR/Risk Specialist FY 12-13

3) Civil Service/Employee Relations Specialist split 50% HR, 30% Active Employee Benefits, 20% Retiree Benefits FY 12-13

RETIREE BENEFITS FUND (761)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance/Reserved for Commitments	\$179,004	\$180,785	\$180,785	\$180,785
Revenues				
Health Benefits	3,279,469	3,777,024	2,678,447	2,938,257
Dental Benefits	100,703	89,694	83,064	85,134
Interest Earnings	2,817	600	600	35,930
Total Revenues	3,382,989	3,867,318	2,762,111	3,059,321
Expenditures				
Health Benefits	3,073,195	3,662,833	2,518,696	2,762,157
Dental Benefits	190,347	205,402	161,729	173,958
Life Insurance	69,714	69,380	51,036	44,160
Special Services	43,231	30,000	29,540	44,308
Benefit Analyst	3,154	-	-	33,562
Affordable Care Act	1,567	3,171	1,110	1,176
Tria Helath	-	-	-	-
Total Expenditures	3,381,208	3,970,786	2,762,111	3,059,321
Transfer In	-	-	-	-
(Transfer Out)	-	-	-	(287)
Ending Fund Balance/Reserved for Commitments	\$180,785	\$77,317	\$180,785	\$180,498

Service Point Expenditures - Retiree Benefits

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	4,721	3,171	1,110	34,738
Supplies and Services	3,306,775	3,898,235	2,709,965	2,980,423
Sundry	69,714	69,380	51,036	44,160
Total Appropriations	3,381,210	3,970,786	2,762,111	3,059,321

RETIREE BENEFITS FUND (761)
REVENUE DETAIL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Revenues				
Interest Earnings	\$2,817	\$600	\$600	\$35,930
RETIREE-Health Premium	366,299	249,806	247,375	222,561
MEDICARE RETIREE - Supplemental Ins Premiums	351,847	301,898	384,498	406,118
RETIREE- Dental Premium	100,703	89,694	83,064	85,134
MEDICARE RETIREE - Rx Prem	80,743	-	-	-
FEDERAL- RDS CMS Reimbursement	146,993	-	-	-
PARS- Trust Fund Reimbursement	2,333,587	3,225,320	2,046,574	2,309,578
Total Revenues	\$3,382,989	\$3,867,318	\$2,762,111	\$3,059,321

RETIREE BENEFITS FUND (761)

EXPENSE DETAIL

FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Expenditures				
Life Insurance	\$69,714	\$69,380	\$51,036	\$44,160
Benefit Analyst	3,154	-	-	33,562
Special Services	43,233	30,000	29,540	44,308
Medicare Rx	236,034	-	-	-
Medicare Supplement	796,386	888,752	777,169	792,430
Health Claim Payments	1,280,318	1,995,048	1,082,224	1,190,446
Rx Claims	624,893	629,545	563,006	681,238
Dental Administrative Fees	9,324	10,454	8,456	8,725
Dental Claim	181,023	194,948	153,273	165,233
Health Admin Fees	72,929	77,748	44,220	40,407
Health Stop loss	62,635	71,740	52,077	57,636
Affordable Care Act	1,567	3,171	1,110	1,176
Tria Health	-	-	-	-
Total Expenditures	\$3,381,210	\$3,970,786	\$2,762,111	\$3,059,321

Service Point Employees - Retiree Benefits

<i>Regular Part-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
2) Civil Service/Employment Relations Officer	0.20	-	-	-	-
Total Department	0.20	-	-	-	-

1) Position transferred to General Fund - Human Resources for FY 2008-2009

2) Civil Service/Employment Relations Officer salary split 50% HR, 30% Active Employee Benefits, 20% Retiree Benefits FY 12-13

Property and Facilities Management

Provide reliable and cost effective repair and maintenance services to all City Departments as scheduled or requested. Facilities management functions include HVAC (heating, ventilation, and air-conditioning), roof maintenance, and many various repair, maintenance or contract items as required and mail/courier services City Wide. The Property & Facility Supervisor provides oversight for facilities, personnel, vendors, and contractors who provide these services and support for building projects.

Goals for FY 2019-20

- Renew Downtown Campus Janitorial Contract
- Renew City Wide Pest Control Contract
- Renew City Wide HVAC Closed Loop Water Treatment Contract
- Implement Annual City Wide HVAC Maintenance Program
- Implement Annual City Wide Roof Maintenance Program
- Install new roof on Library Building.

Accomplishments for FY 2018-2019

- Renewed City Wide ADA Door Maintenance Contract
- Successful Annual City Wide HVAC Maintenance Program
- Successful Annual City Wide Roof Maintenance Program

PROPERTY AND FACILITIES MANAGEMENT FUND (663)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Roof Replacement Reserve	235,214	388,128	388,128	226,417
Tourism Roof Replacement/HVAC	467,026	492,026	492,026	517,026
Unreserved Fund Balance	88,962	280,575	280,575	442,959
Beginning Fund Balance / Working Capital	\$791,202	\$1,160,729	\$1,160,729	\$1,186,402
Revenues				
Misc. Rental Income	18,000	18,000	18,000	18,000
Interest Earnings	15,963	5,000	23,160	23,623
Roof Maintenance	62,799	64,094	64,049	66,586
Roof Replacement	153,449	158,889	158,889	168,536
ADA Services	50,000	-	-	-
HVAC Maintenance	246,645	259,290	256,876	270,988
Total Revenues	546,856	505,273	520,974	547,733
Expenditures				
Employee Costs	102,008	128,209	122,179	123,655
Property and Facility Maintenance	123,713	144,272	119,966	177,647
ADA Sidewalks	-	-	-	-
Health District	8,467	9,200	2,677	9,200
HVAC Maintenance	249,534	259,290	258,849	270,988
HVAC Replacement	15,000	15,000	14,355	65,000
Roof Maintenance	63,334	64,094	63,609	66,586
Roof Replacement	-	504,008	353,055	581,357
Total Expenditures	562,056	1,124,073	934,690	1,294,433
Transfer In	384,727	439,389	439,389	227,611
General Fund (101)	226,305	281,068	281,068	101,305
Hotel Tax Fund (211)	25,000	25,000	25,000	25,000
Water Fund (502)	66,711	50,653	50,653	50,653
Solid Waste Fund (560)	66,711	50,653	50,653	50,653
PEG Fund (236)	-	32,015	32,015	-
(Transfer Out)	-	(2,580)	(2,580)	(1,067)
Productivity Fund (639)	-	(2,580)	(2,580)	(1,067)
Roof Replacement Reserve	388,128	75,024	226,417	16,207
Tourism Roof Replacement/HVAC	492,026	517,026	517,026	542,026
Unreserved Fund Balance	280,575	389,268	442,959	108,013
Ending Fund Balance / Working Capital	\$1,160,729	\$981,318	\$1,186,402	\$666,246

Service Point Expenditures - Properties and Facilities Management

	FY2015-2016 Actual Expenditures	FY2017-2018 Budget Appropriations	FY2017-2018 Projected Expenditures	FY2018-2019 Budget Appropriations
Salaries and Benefits	102,008	129,709	123,579	125,155
Supplies and Services	55,322	65,962	53,289	66,061
Sundry	14,878	22,714	15,213	35,608
Maintenance	374,836	386,680	375,199	421,252
Capital Outlay	15,000	519,008	367,410	646,357
Total Appropriations	562,044	1,124,073	934,690	1,294,433

Service Point Employees - Property & Facilities Management

<i>Regular Full-time Positions</i>	<i>2015-2016</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>
6)City Engineer	0.25	0.25	-	-	-
Building Services Technician	1.00	1.00	1.00	1.00	1.00
Building Service Supervisor	1.00	1.00	1.00	1.00	1.00
Total Department	2.25	2.25	2.00	2.00	2.00

1) Position transferred from Engineering during FY 2008-2009

2) Title changed from Survey Crew Member to City Courier during FY 2009-2010

3) Position upgraded to Building Service Supervisor

4) A/C Mechanic frozen FY 2010-2011 and 2011-2012 (unfunded)

5) A/C Mechanic transferred to Fire in FY 2011-2012 for Full-Time Lean Sigma Black Belt

6) City Engineer 75% paid by Engineering FY 2015-2016. City Engineer reclassified to Capital Improvements Project Manager FY 17/18.

7) Capital Improvements Project Manager reclassified to City Engineer FY 17-18; 100% of salary paid by Engineering

Information Technology

TECHNOLOGY FUND (671) REVENUES, EXPENDITURES, CHANGES IN WORKING CAPITAL FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Unreserve Working Capital	842,506	399,546	399,546	263,172
Beginning Fund Balance / Working Capital	\$842,506	\$399,546	\$399,546	\$263,172
Revenues				
Rent	27,331	25,228	25,228	30,275
Interest Earnings	12,325	4,200	17,513	17,864
Technology Charges	3,910,992	4,257,878	4,257,878	4,726,430
Miscellaneous Income	60,119	125,000	125,000	135,000
Total Revenues	4,010,767	4,412,306	4,425,619	4,909,569
Expenditures				
Administration	995,300	1,198,034	1,107,544	1,206,758
Technology Purchases	4,210,275	4,270,377	4,270,377	4,782,613
Contingency	5,559	-	-	-
Total Expenditures	5,211,134	5,468,411	5,377,921	5,989,371
Transfer In	757,407	839,764	839,764	997,347
General Fund (101)	115,228	193,404	193,404	300,000
Utilities Fund (502)	347,193	347,193	347,193	300,000
Solid Waste Fund (560)	186,541	188,991	188,991	275,000
Tourism (219)	11,341	11,255	11,255	20,000
Airport Fund (524)	33,574	33,574	33,574	37,000
Fleet Fund (640)	63,530	65,347	65,347	65,347
(Transfer Out)	-	(23,836)	(23,836)	(10,665)
Productivity Fund (639)	-	(23,836)	(23,836)	(10,665)
Unreserve Working Capital	399,546	159,369	263,172	170,052
Ending Fund Balance / Working Capital	\$399,546	\$159,369	\$263,172	\$170,052

Service Point Expenditures - IT Administration

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Salaries and Benefits	954,202	1,145,448	1,054,958	1,156,277
Supplies and Services	32,923	40,190	40,190	40,387
Sundry	450	450	450	450
Utilities	156	150	150	150
Maintenance	7,569	11,796	11,796	9,494
Total Appropriations	995,300	1,198,034	1,107,544	1,206,758

Service Point Expenditures - IT Technology Costs

	FY2017-2018 Actual Expenditures	FY2018-2019 Budget Appropriations	FY2018-2019 Projected Expenditures	FY2019-2020 Budget Appropriations
Supplies and Services	1,445,292	1,736,322	1,648,842	1,870,779
Sundry	5,559	-	-	-
Utilities	252,834	213,513	300,993	304,383
Maintenance	2,103,577	2,320,542	2,320,542	2,607,451
Total Appropriations	3,807,262	4,270,377	4,270,377	4,782,613

Service Point Employees - Information Technology

<i>Regular Full-time Positions</i>	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Chief Information Officer	1.00	1.00	1.00	1.00	1.00
4)Administrative Assistant	-	-	-	-	-
5)IT Specialist II	1.00	1.00	1.00	1.00	1.00
7)Advanced IT Specialist II	2.00	2.00	3.00	3.00	3.00
IT Support Specialist I	1.00	1.00	1.00	1.00	1.00
1, 2, 3, 6) Advanced IT Specialist III	3.00	3.00	3.00	3.00	3.00
2, 8) IT Specialist IV	2.00	2.00	2.00	3.00	3.00
3, 6) Advanced IT Specialist III Supervisor*	-	-	-	-	-
IT Specialist IV Supervisor	-	1.00	1.00	1.00	1.00
Total Department	10.00	11.00	12.00	13.00	13.00

Note: Employees in IT Specialist I through Advanced IT Specialist III positions are on a Career Ladder program and may advance depending on their skill level. Career Ladder implemented during FY 2007-2008

1) Senior Clerk position transferred from Human Resource to create Advanced IT Specialist III for launch of Share Point

2) 1 Advanced IT Specialist III upgraded to IT Specialist IV during FY 2010-2011. 1 Advanced IT Specialist III Supervisor acting as full-time Lean Sigma Black Belt

3) 2 Advanced IT Specialist III's changed to Advanced IT Specialist III Supervisor FY 12-13

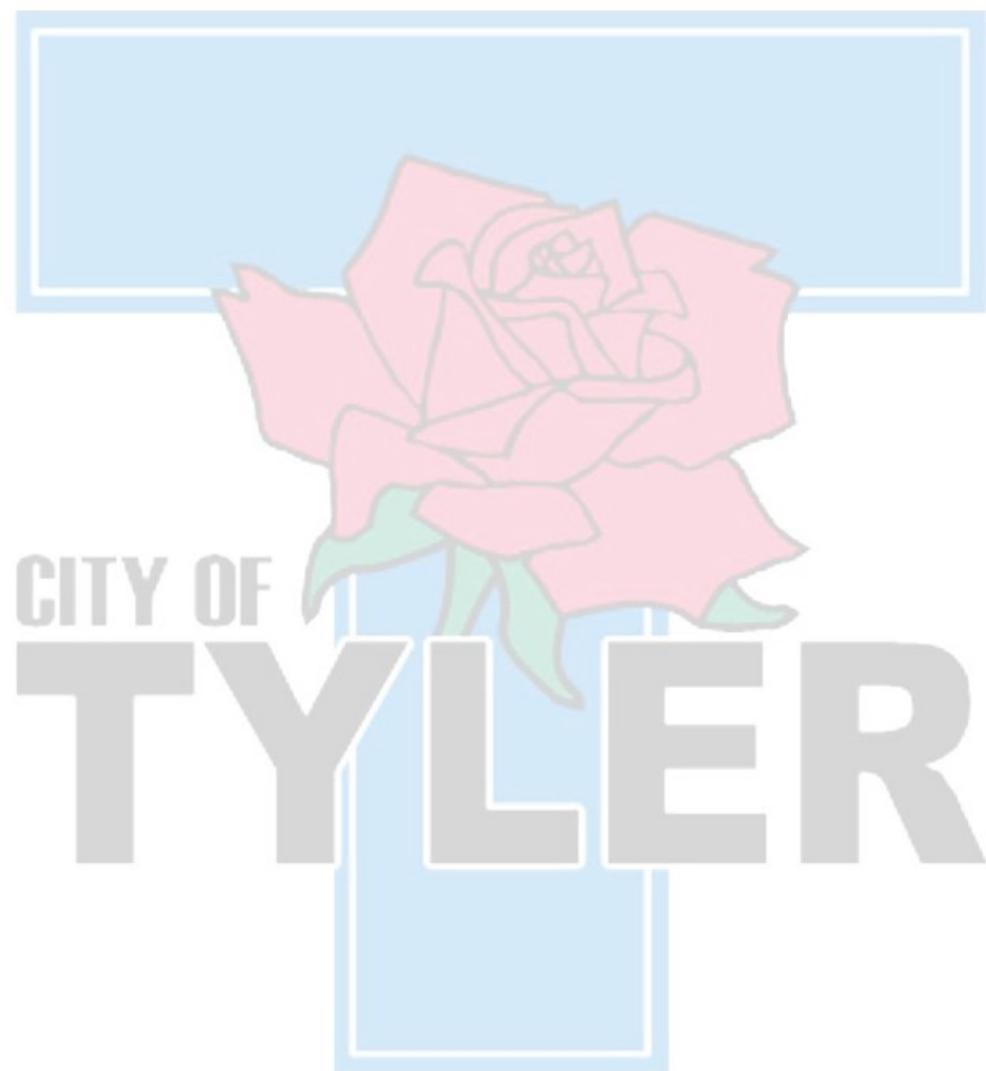
4) Administrative Assistant reclassified to IT Support Specialist I FY 15-16

5)IT Specialist II reclassified to IT Specialist IV FY 14-15. One IT Specialist II reclassified to IT Specialist/Channel 3 Tech FY 15-16

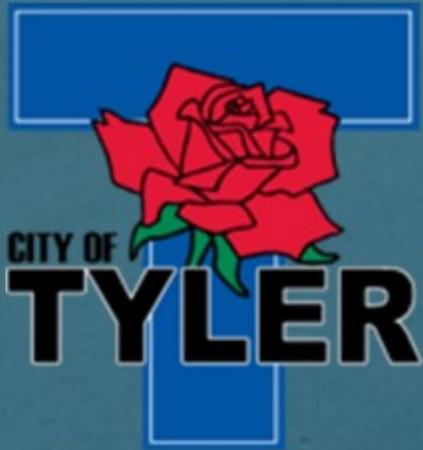
6)Advanced IT Specialist III Supervisor reclassified to Advanced IT Specialist III FY 14-15

7)One new Advanced IT Specialist II added FY 17/18

8) One IT Specialist IV added FY 18-19



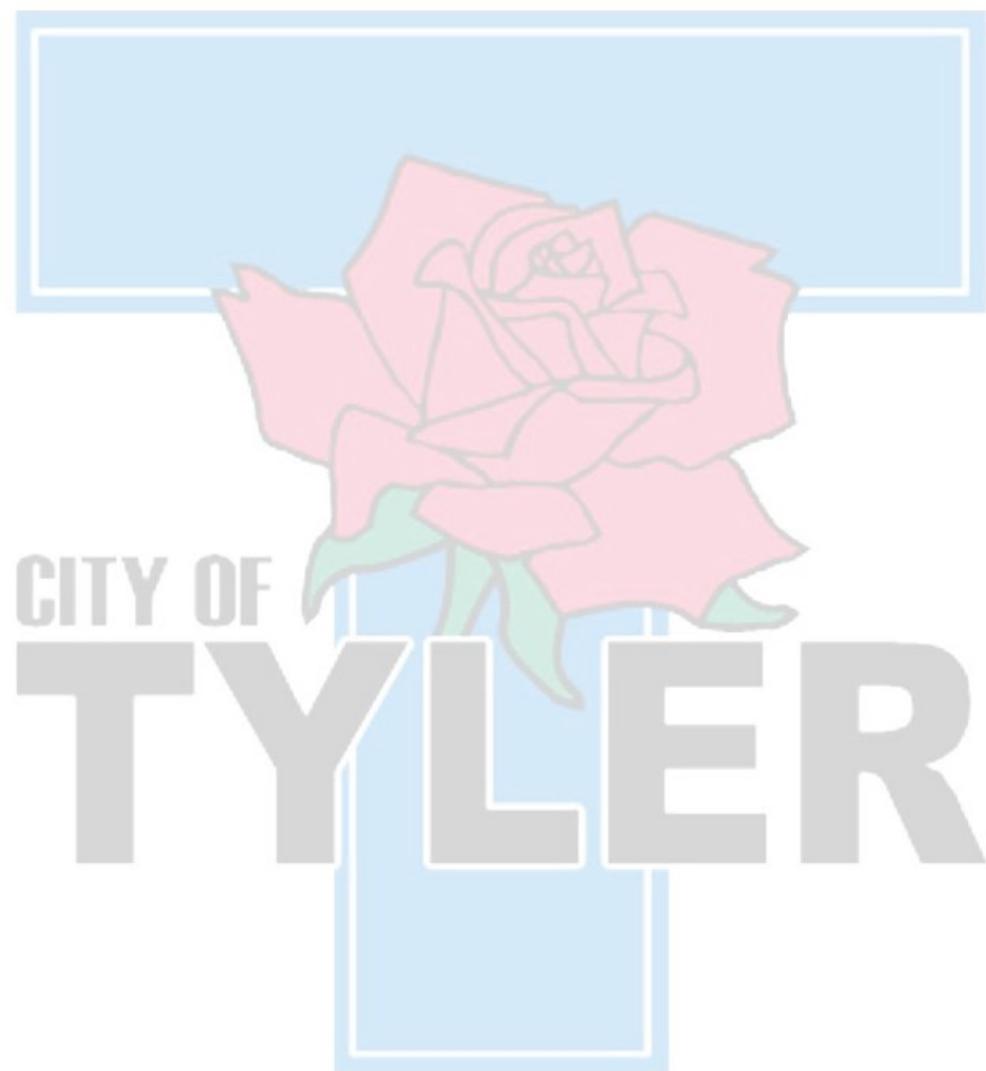
A Natural Beauty



CITY OF
TYLER

A Natural Beauty

Combined
Debt Service



A Natural Beauty

Combined Debt Service

GO Bond Program Summary

As of Oct. 1, 2019 the City has no outstanding general obligation tax supported debt.

Maximum Debt Limit

The City of Tyler Charter limits the bonded debt to 10 percent of assessed value. Accordingly, the City's tax margin for the year ended Sept. 30, 2019 was:

Total Assessed Value	\$9,064,015,823
Debt Limit	906,401,582
Amount of Debt Applicable to Debt Limit:	
General obligation bonded debt	-
Less: Debt Service Fund Balance	-
Net Bonded Debt	\$-

Bond Rating for Tax Debt

The following is the City's Bond rating for the current tax supported debt.

Moody's	Aa ₂
Standard and Poor's	AAA

Revenue Bond Program Summary

As of Oct. 1, 2019 the City will have \$78,495,000 of Water and Sewer Revenue Bonds Outstanding. Also, the city has a taxable revenue bond issue for the Airport Customer Facility that will have an outstanding balance of \$785,000 as of October 1, 2019.

Bond Rating for Revenue Debt

The following is the City's bond rating for the current revenue supported debt for water and sewer.

Moody's	Aa ₂
Standard and Poor's	AAA
Standard and Poor's (Senior lien debt)	AAA

Customer Facility Charge Revenue Bonds
SERIES 2013
 Fiscal Year 2020-2021

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	14,758	14,758	75,000	104,516	\$710,000
2021	13,348	13,348	80,000	106,696	630,000
2022	11,844	11,844	80,000	103,688	550,000
2023	10,340	10,340	85,000	105,680	465,000
2024	8,742	8,742	85,000	102,484	380,000
2025	7,144	7,144	90,000	104,288	290,000
2026	5,452	5,452	95,000	105,904	195,000
2027	3,666	3,666	95,000	102,332	100,000
2028	1,880	1,880	100,000	103,760	-
TOTAL	\$77,174	\$77,174	\$785,000	\$939,348	

UTILITIES DEBT SERVICE FUND (504)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Beginning Fund Balance / Working Capital	<u>\$7,558</u>	<u>\$471,789</u>	<u>\$471,789</u>	<u>\$678,151</u>
Revenues				
Interest Earnings	47,421	17,500	40,192	28,000
Miscellaneous Income	-	-	10,919	-
Regulatory Compliance Fee	531,153	1,179,120	1,135,000	2,409,080
Total Revenues	<u>578,574</u>	<u>1,196,620</u>	<u>1,186,111</u>	<u>2,437,080</u>
Expenditures				
Series 2009 Interest	235,850	-	-	-
Series 2009 Principal	780,000	-	-	-
Series 2011 Interest	269,375	253,176	253,176	236,525
Series 2011 Principal	540,000	555,000	555,000	570,000
Series 2012 Interest	27,406	25,206	25,206	22,906
Series 2012 Principal	110,000	115,000	115,000	115,000
Series 2015 A Interest	283,850	279,350	279,350	274,850
Series 2015 A Principal	225,000	225,000	225,000	230,000
Series 2015 B Interest	704,625	655,026	655,026	634,050
Series 2015 B Principal	1,240,000	1,290,000	1,290,000	1,310,000
Series 2017A Interest	132,838	123,350	123,350	116,450
Series 2017A Principal	220,000	230,000	230,000	240,000
Series 2017B Interest	238,569	250,925	250,925	250,925
Series 2017B Principal	10,000	-	-	-
Series 2018A Interest	-	352,660	352,660	312,200
Series 2018A Principal	-	280,000	280,000	320,000
Series 2018B Interest	-	282,188	282,188	247,650
Series 2018B Principal	-	775,000	775,000	815,000
Series 2019 Interest	-	-	-	581,969
Series 2019 Principal	-	-	-	550,000
Fiscal Agent Fees/Special Services	2,800	15,000	12,000	15,000
Total Expenditures	<u>5,020,313</u>	<u>5,706,881</u>	<u>5,703,881</u>	<u>6,842,525</u>
Transfers In	4,905,970	4,724,132	4,724,132	4,516,436
Fund 502	4,905,970	4,724,132	4,724,132	4,516,436
(Transfers Out)	-	-	-	-
Ending Fund Balance / Working Capital	<u>\$471,789</u>	<u>\$685,660</u>	<u>\$678,151</u>	<u>\$789,142</u>

UTILITIES DEBT RESERVE FUND (505)
REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL
FISCAL YEAR 2019-2020

	Actual 2017-2018	Amended Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Debt Service Reserve	1,492,364	786,725	786,725	791,841
Unreserved Fund Balance	1,512	2,427	2,427	-
Beginning Fund Balance / Working Capital	\$1,493,876	\$789,152	\$789,152	791,841
Revenues				
Interest Earnings	18,329	-	13,366	15,837
Total Revenues	18,329	-	13,366	15,837
Total Expenditures	-	-	-	-
Transfers In	-	-	-	-
(Transfers Out)	(723,053)	(10,677)	(10,677)	-
Fund 503	(705,639)	-	-	-
Fund 502	(17,414)	(10,677)	(10,677)	-
Debt Service Reserve	786,725	786,725	791,841	791,841
Unreserved Fund Balance	2,427	(8,250)	-	15,837
Ending Fund Balance / Working Capital	\$789,152	\$778,475	\$791,841	807,678

WATER AND SEWER REVENUE DEBT RETIREMENT DATA

FY2019 - 2049

ALL SERIES

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	1,338,763	1,338,763	4,150,000	6,827,525	74,345,000
2021	1,324,067	1,324,067	4,180,000	6,828,134	70,165,000
2022	1,263,092	1,263,092	4,305,000	6,831,184	65,860,000
2023	1,191,592	1,191,592	4,455,000	6,838,184	61,405,000
2024	1,117,517	1,117,517	4,595,000	6,830,034	56,810,000
2025	1,040,217	1,040,217	4,755,000	6,835,434	52,055,000
2026	950,401	950,401	4,935,000	6,835,803	47,120,000
2027	855,439	855,439	5,115,000	6,825,878	42,005,000
2028	760,914	760,914	5,165,000	6,686,828	36,840,000
2029	660,839	660,839	4,705,000	6,026,678	32,135,000
2030	570,314	570,314	4,925,000	6,065,628	27,210,000
2031	480,839	480,839	3,015,000	3,976,678	24,195,000
2032	432,499	432,499	3,115,000	3,979,998	21,080,000
2033	381,599	381,599	2,840,000	3,603,198	18,240,000
2034	334,849	334,849	2,925,000	3,594,698	15,315,000
2035	286,699	286,699	1,550,000	2,123,398	13,765,000
2036	258,174	258,174	1,210,000	1,726,348	12,555,000
2037	236,543	236,543	1,255,000	1,728,085	11,300,000
2038	214,086	214,086	1,305,000	1,733,173	9,995,000
2039	189,811	189,811	755,000	1,134,623	9,240,000
2040	176,410	176,410	780,000	1,132,820	8,460,000
2041	162,370	162,370	810,000	1,134,740	7,650,000
2042	147,790	147,790	835,000	1,130,580	6,815,000
2043	132,760	132,760	870,000	1,135,520	5,945,000
2044	117,100	117,100	900,000	1,134,200	5,045,000
2045	100,900	100,900	930,000	1,131,800	4,115,000
2046	82,300	82,300	970,000	1,134,600	3,145,000
2047	62,900	62,900	1,005,000	1,130,800	2,140,000
2048	42,800	42,800	1,050,000	1,135,600	1,090,000
2049	21,800	21,800	1,090,000	1,133,600	-
TOTAL	\$14,935,381	\$14,935,381	\$78,495,000	\$108,365,761	

WATER AND SEWER REVENUE BONDS

SERIES 2011

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	118,263	118,263	570,000	806,525	5,450,000
2021	109,000	109,000	590,000	808,000	4,860,000
2022	97,200	97,200	615,000	809,400	4,245,000
2023	84,900	84,900	640,000	809,800	3,605,000
2024	72,100	72,100	665,000	809,200	2,940,000
2025	58,800	58,800	690,000	807,600	2,250,000
2026	45,000	45,000	720,000	810,000	1,530,000
2027	30,600	30,600	750,000	811,200	780,000
2028	15,600	15,600	780,000	811,200	-
TOTAL	\$631,463	\$631,463	\$6,020,000	\$7,282,925	

Interest Rate 3.386%

WATER AND SEWER REVENUE BONDS

SERIES 2012

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	11,453	11,453	115,000	137,906	910,000
2021	10,303	10,303	120,000	140,606	790,000
2022	9,103	9,103	120,000	138,206	670,000
2023	7,903	7,903	125,000	140,806	545,000
2024	6,653	6,653	130,000	143,306	415,000
2025	5,191	5,191	135,000	145,381	280,000
2026	3,588	3,588	140,000	147,175	140,000
2027	1,838	1,838	140,000	143,675	-
TOTAL	\$56,031	\$56,031	\$1,025,000	\$1,137,063	

Interest Rate 2.10%

WATER AND SEWER REVENUE REFUNDING BONDS

SERIES 2015 A

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	137,425	137,425	230,000	504,850	7,075,000
2021	135,125	135,125	235,000	505,250	6,840,000
2022	131,600	131,600	245,000	508,200	6,595,000
2023	127,925	127,925	255,000	510,850	6,340,000
2024	124,100	124,100	255,000	503,200	6,085,000
2025	119,638	119,638	265,000	504,275	5,820,000
2026	115,000	115,000	275,000	505,000	5,545,000
2027	110,188	110,188	285,000	505,375	5,260,000
2028	105,200	105,200	295,000	505,400	4,965,000
2029	99,300	99,300	850,000	1,048,600	4,115,000
2030	82,300	82,300	2,325,000	2,489,600	1,790,000
2031	35,800	35,800	330,000	401,600	1,460,000
2032	29,200	29,200	345,000	403,400	1,115,000
2033	22,300	22,300	360,000	404,600	755,000
2034	15,100	15,100	370,000	400,200	385,000
2035	7,700	7,700	385,000	400,400	-
TOTAL	\$1,397,900	\$1,397,900	\$7,305,000	\$10,100,800	

WATER AND SEWER REVENUE REFUNDING BONDS

SERIES 2015 B

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	317,025	317,025	1,310,000	1,944,050	13,660,000
2021	300,650	300,650	1,340,000	1,941,300	12,320,000
2022	282,225	282,225	1,380,000	1,944,450	10,940,000
2023	254,625	254,625	1,435,000	1,944,250	9,505,000
2024	225,925	225,925	1,490,000	1,941,850	8,015,000
2025	196,125	196,125	1,555,000	1,947,250	6,460,000
2026	157,250	157,250	1,630,000	1,944,500	4,830,000
2027	116,500	116,500	1,710,000	1,943,000	3,120,000
2028	78,000	78,000	1,790,000	1,946,000	1,330,000
2029	33,250	33,250	1,330,000	1,396,500	-
TOTAL	\$1,961,575	\$1,961,575	\$14,970,000	\$18,893,150	

Interest Rate 2.76%

WATER AND SEWER REVENUE BONDS

SERIES 2017A

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	58,225	58,225	240,000	356,450	3,450,000
2021	54,625	54,625	250,000	359,250	3,200,000
2022	50,875	50,875	255,000	356,750	2,945,000
2023	47,050	47,050	265,000	359,100	2,680,000
2024	43,075	43,075	270,000	356,150	2,410,000
2025	39,025	39,025	275,000	353,050	2,135,000
2026	34,900	34,900	285,000	354,800	1,850,000
2027	29,200	29,200	290,000	348,400	1,560,000
2028	23,400	23,400	295,000	341,800	1,265,000
2029	18,975	18,975	305,000	342,950	960,000
2030	14,400	14,400	310,000	338,800	650,000
2031	9,750	9,750	320,000	339,500	330,000
2032	4,950	4,950	330,000	339,900	-
TOTAL	\$428,450	\$428,450	\$3,690,000	\$4,546,900	

Interest Rate 2.27%

WATER AND SEWER REVENUE BONDS

SERIES 2017B

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	125,463	125,463	-	250,925	7,950,000
2021	125,463	125,463	-	250,925	7,950,000
2022	125,463	125,463	-	250,925	7,950,000
2023	125,463	125,463	-	250,925	7,950,000
2024	125,463	125,463	-	250,925	7,950,000
2025	125,463	125,463	-	250,925	7,950,000
2026	125,463	125,463	-	250,925	7,950,000
2027	125,463	125,463	-	250,925	7,950,000
2028	125,463	125,463	-	250,925	7,950,000
2029	125,463	125,463	1,220,000	1,470,925	6,730,000
2030	104,113	104,113	1,265,000	1,473,225	5,465,000
2031	81,975	81,975	1,305,000	1,468,950	4,160,000
2032	62,400	62,400	1,345,000	1,469,800	2,815,000
2033	42,225	42,225	1,385,000	1,469,450	1,430,000
2034	21,450	21,450	1,430,000	1,472,900	-
TOTAL	\$1,566,788	\$1,566,788	\$7,950,000	\$11,083,575	

Interest Rate 2.73%

WATER AND SEWER REVENUE BONDS

SERIES 2018A

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	156,100	156,100	320,000	632,200	7,910,000
2021	151,300	151,300	330,000	632,600	7,580,000
2022	146,350	146,350	340,000	632,700	7,240,000
2023	141,250	141,250	350,000	632,500	6,890,000
2024	136,000	136,000	360,000	632,000	6,530,000
2025	130,600	130,600	370,000	631,200	6,160,000
2026	123,200	123,200	385,000	631,400	5,775,000
2027	115,500	115,500	400,000	631,000	5,375,000
2028	107,500	107,500	420,000	635,000	4,955,000
2029	99,100	99,100	435,000	633,200	4,520,000
2030	90,400	90,400	450,000	630,800	4,070,000
2031	81,400	81,400	470,000	632,800	3,600,000
2032	72,000	72,000	490,000	634,000	3,110,000
2033	62,200	62,200	470,000	594,400	2,640,000
2034	52,800	52,800	485,000	590,600	2,155,000
2035	43,100	43,100	505,000	591,200	1,650,000
2036	33,000	33,000	525,000	591,000	1,125,000
2037	22,500	22,500	550,000	595,000	575,000
2038	11,500	11,500	575,000	598,000	-
TOTAL	\$1,775,800	\$1,775,800	\$8,230,000	\$11,183,600	

Interest Rate 2.85%

WATER AND SEWER REVENUE BONDS

SERIES 2018B

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	123,825	123,825	815,000	1,062,650	7,440,000
2021	111,600	111,600	835,000	1,058,200	6,605,000
2022	99,075	99,075	860,000	1,058,150	5,745,000
2023	86,175	86,175	885,000	1,057,350	4,860,000
2024	72,900	72,900	915,000	1,060,800	3,945,000
2025	59,175	59,175	945,000	1,063,350	3,000,000
2026	45,000	45,000	970,000	1,060,000	2,030,000
2027	30,450	30,450	1,000,000	1,060,900	1,030,000
2028	15,450	15,450	1,030,000	1,060,900	-
TOTAL	\$643,650	\$643,650	\$8,255,000	\$9,542,300	

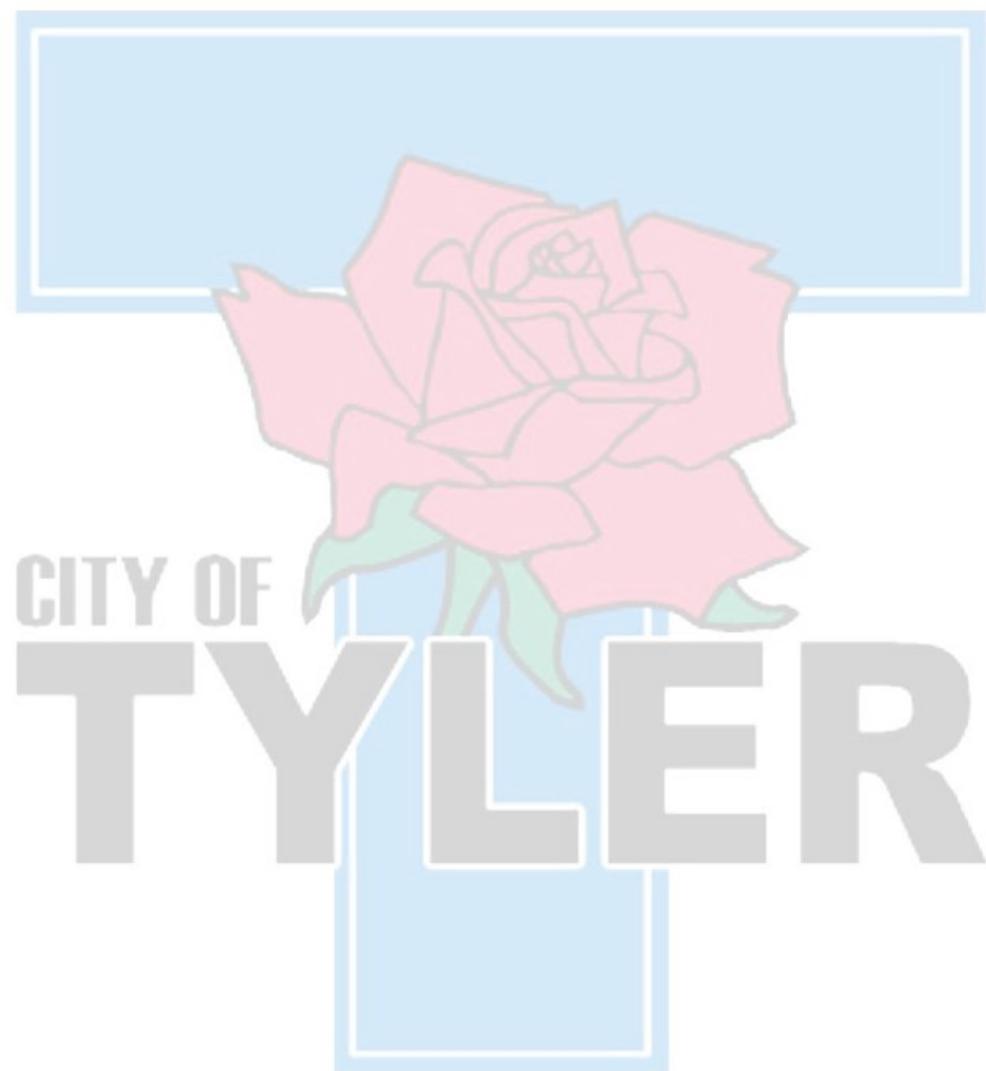
Interest Rate 2.34%

WATER AND SEWER REVENUE BONDS

SERIES 2019

Year Ending Sept. 30	Interest Mar. 1	Interest Sept. 1	Principal Sept. 1	Total Prin.& Int.	Bond Balance
2020	290,984	290,984	550,000	1,131,969	20,500,000
2021	326,001	326,001	480,000	1,132,003	20,020,000
2022	321,201	321,201	490,000	1,132,403	19,530,000
2023	316,301	316,301	500,000	1,132,603	19,030,000
2024	311,301	311,301	510,000	1,132,603	18,520,000
2025	306,201	306,201	520,000	1,132,403	18,000,000
2026	301,001	301,001	530,000	1,132,003	17,470,000
2027	295,701	295,701	540,000	1,131,403	16,930,000
2028	290,301	290,301	555,000	1,135,603	16,375,000
2029	284,751	284,751	565,000	1,134,503	15,810,000
2030	279,101	279,101	575,000	1,133,203	15,235,000
2031	271,914	271,914	590,000	1,133,828	14,645,000
2032	263,949	263,949	605,000	1,132,898	14,040,000
2033	254,874	254,874	625,000	1,134,748	13,415,000
2034	245,499	245,499	640,000	1,130,998	12,775,000
2035	235,899	235,899	660,000	1,131,798	12,115,000
2036	225,174	225,174	685,000	1,135,348	11,430,000
2037	214,043	214,043	705,000	1,133,085	10,725,000
2038	202,586	202,586	730,000	1,135,173	9,995,000
2039	189,811	189,811	755,000	1,134,623	9,240,000
2040	176,410	176,410	780,000	1,132,820	8,460,000
2041	162,370	162,370	810,000	1,134,740	7,650,000
2042	147,790	147,790	835,000	1,130,580	6,815,000
2043	132,760	132,760	870,000	1,135,520	5,945,000
2044	117,100	117,100	900,000	1,134,200	5,045,000
2045	100,900	100,900	930,000	1,131,800	4,115,000
2046	82,300	82,300	970,000	1,134,600	3,145,000
2047	62,900	62,900	1,005,000	1,130,800	2,140,000
2048	42,800	42,800	1,050,000	1,135,600	1,090,000
2049	21,800	21,800	1,090,000	1,133,600	-
TOTAL	\$6,473,724	\$6,473,724	\$21,050,000	\$33,997,449	

Estimated Interest Rate 3.45% Estimated Closing Date: 10/31/2019



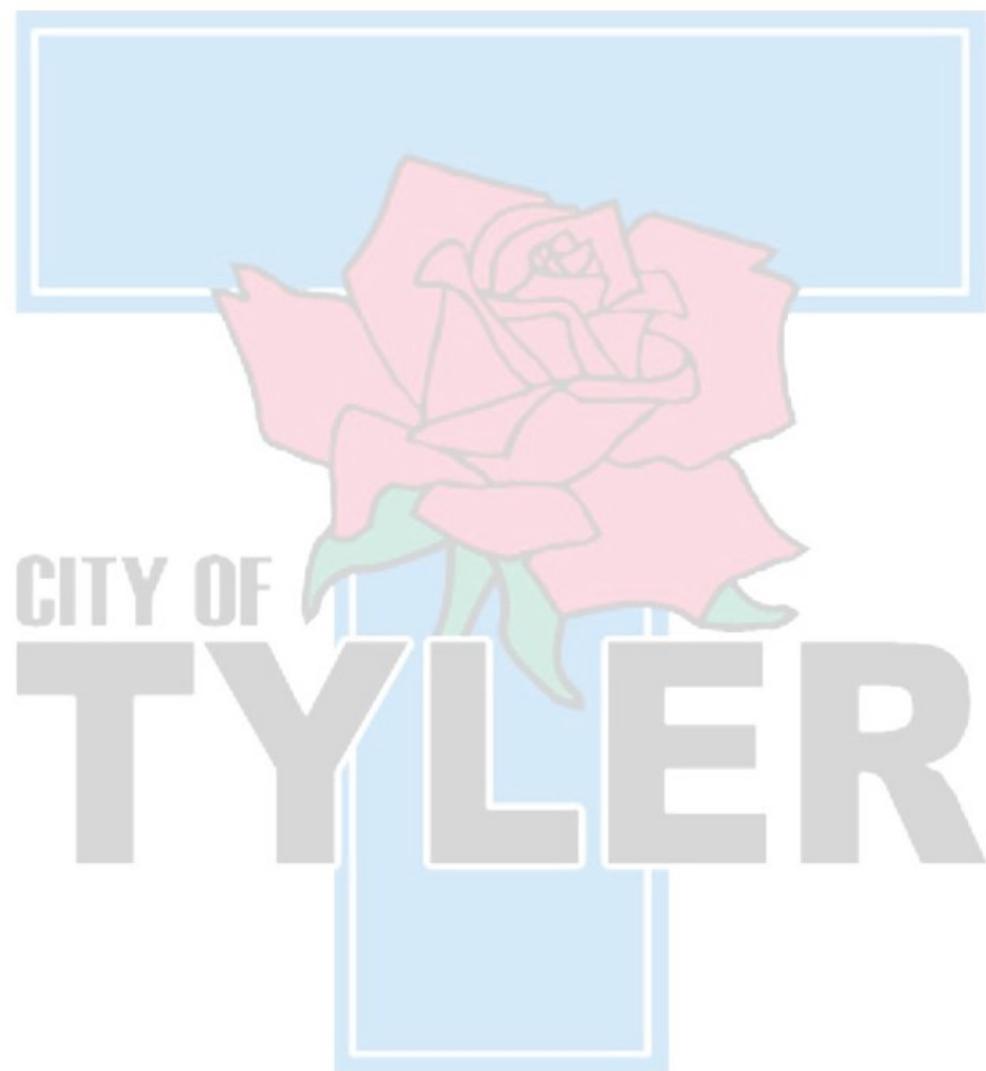
A Natural Beauty



CITY OF
TYLER

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Adopting
Documents



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ORDINANCE NO. O-2019-81

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF TYLER, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AMENDING THE FISCAL YEAR 2018-2019 BUDGET; AND AUTHORIZING THE CITY MANAGER TO EXECUTE OUTSIDE CONTRACTS FOR FISCAL YEAR 2019-2020; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to the laws of the State of Texas and the Charter and City Code of the City of Tyler, the City Manager of Tyler prepared a budget covering proposed expenditures for the next fiscal year and caused the same to be published as required by law; and

WHEREAS, a public hearing was held by the City Council of the City of Tyler, Texas, on said proposed budget and tax rate on August 28 and September 11, 2019 after compliance with all notice requirements and at which time said budget was fully considered, and interested taxpayers were heard; and

WHEREAS, City Council affirms its policy of seeking to maintain a minimum operating reserve (net of transfers and capital expenditures) equal to 15% of the budgeted expenditures for the General Operating Fund, Water Utilities Operating Fund and the Solid Waste Operating Fund; and

WHEREAS, City Council affirms the budget and financial policies that have been approved by ordinances and administrative actions;

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

PART 1: That the budget summary below originally proposed by the City Manager is hereby approved and appropriated as the Official Annual Budget(s) covering the City of Tyler for and during the fiscal year beginning October 1, 2019 and ending September 30, 2020, and expenditures by said City for and during such time shall be on the basis of said budget.

COMBINED STATEMENT OF REVENUES					
AND EXPENDITURES- ALL FUNDS					
Fiscal Year 2019-2020					
Fund	Opening Balance	Revenues	Expenditures	Transfers In / (Transfers Out)	Closing Balance
101 General	11,506,905	72,797,570	69,386,768	(3,410,802)	11,506,905
102 General Capital Projects	311,575	30,552	520,151	212,492	34,468
103 Street Improvements	62,413	6,735	1,546,952	1,546,952	69,148
202 Development Services	1,027,044	1,842,357	1,843,409	(11,868)	1,014,124
204 Cemeteries Operating	81,435	229,639	350,328	211,189	171,935
205 Police Forfeitures	520,290	47,981	185,700	-	382,571
207 Court Special Fees	119,126	652,519	498,066	(1,458)	272,121
208 Economic Development Fund	-	3,300	330,400	350,000	22,900
209 TIF/TIRZ # 2	-	-	-	-	-
211 Motel Tax	6,542,440	3,973,519	2,283,339	(1,858,500)	6,374,120

COMBINED STATEMENT OF REVENUES AND EXPENDITURES- ALL FUNDS Fiscal Year 2019-2020					
Fund	Opening Balance	Revenues	Expenditures	Transfers In / (Transfers Out)	Closing Balance
217 TIF/TIRZ # 4	4,597	1,029	-	-	5,626
218 TIF/TIRZ # 3	413,356	100,144	5,000	-	508,500
219 Tourism and Convention	589,780	662,297	2,601,408	1,801,901	452,570
234 Passenger Facility	38,876	347,390	-	(341,333)	44,933
235 Rainy Day Fund	6,118,715	204,180	100,000	-	6,222,895
236 PEG Fee	920,772	271,040	225,681	-	966,131
240 Fair Plaza	11,594	17,562	28,428	-	728
274 Homeownership and Housing	420	14	-	-	434
276 Housing Assistance	795,977	8,075,692	8,075,751	-	795,918
285 MPO	-	588,625	588,625	-	-
286 Transit System	42,493	3,786,650	4,267,307	463,046	24,882
294 Community Development Grant	113,479	876,656	876,656	-	113,479
295 Home Grant	266,791	380,418	380,418	-	266,791
502 Utilities Operations	9,650,230	41,332,422	30,728,008	(11,042,814)	9,211,830
503 Utilities Construction	8,881,250	150,000	11,767,152	5,500,000	2,764,098
504 Utilities Debt Service	678,151	2,437,080	6,842,525	4,516,436	789,142
505 Utilities Debt Reserve	791,841	15,837	-	-	807,678
524 Airport	459,898	1,726,646	1,759,294	159,984	587,234
560 Solid Waste	2,624,458	14,038,220	12,712,868	(1,709,961)	2,239,849
562 Solid Waste Capital	444,232	8,000	1,335,000	950,000	67,232
575 Storm Water	382,321	1,895,788	1,987,402	(5,921)	284,786
639 Productivity	1,476,726	13,366	3,001,982	1,531,569	19,679
640 Fleet Maintenance/Replacement	5,505,516	10,953,743	11,261,323	(72,933)	5,125,003
650 Property and Liability	1,421,713	1,971,974	2,516,578	(1,880)	875,229
661 Active Employees Benefits	4,944,068	10,629,091	10,325,783	(670)	5,246,706
663 Facilities Maintenance	1,186,402	547,733	1,294,433	226,544	666,246
671 Technology	263,172	4,909,569	5,989,371	986,682	170,052
713 Cemeteries Trust	3,060,045	152,548	-	(112,368)	3,100,225
761 Retired Employees Benefits	180,785	3,059,321	3,059,321	(287)	180,498

PART 2: The City Manager is authorized to execute contracts and make payments to the following list of entities in the amounts shown; subject to final contract negotiation regarding terms and conditions:

Account	Agency	Funding Amount
101-0112-412.05-20	East Texas Council of Governments	\$14,535
101-0112-412.05-37	Center for Healthy Living	\$66,500
101-0112-412.05-82	Innovation Pipeline	\$140,000
101-0112-412.06-52	North East Texas Public Health District	\$200,000
208-0110-412.06-49	TEDC	\$100,000
208-0110-412.06-49	Tyler Metro Chamber	\$25,000
208-0110-412.06-49	Hispanic Business Alliance	\$25,000
208-0110-412.06-49	Business Education Council	\$15,000
211-0180-419.05-30	Sports Tyler Award	\$25,000
211-0180-419.06-18	Texas Rose Festival	\$9,000
211-0180-419.06-38	Discovery Science Center	\$32,400
211-0180-419.06-44	East Texas Symphony Orchestra	\$50,000
211-0180-419.06-45	Tyler Museum of Art	\$35,000

<u>Account</u>	<u>Agency</u>	<u>Funding Amount</u>
211-0180-419.06-46	Smith County Historical Museum	\$13,500
211-0180-419.06-49	Tyler Convention & Visitors Bureau	\$666,500
211-0180-419.06-53	Tyler Civic Theater	\$4,050
211-0180-419.06-68	McClendon House	\$4,500
211-0180-419.06-86	Historic Aviation Museum	\$13,500

PART 3: That the fiscal year 2018-2019 budgets for General, Water Utilities, Utilities Debt Reserve, Cemetery, Cemeteries Trust, Oil and Gas, TIF/TIRZ #2, TIF/TIRZ #3, TIF/TIRZ #4, and Information Technology funds will be amended to include the following budget changes:

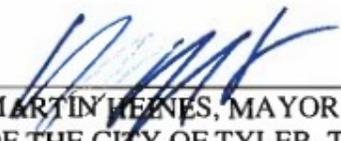
<u>Account Number</u>	<u>Fund</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Change</u>	<u>Revised Budget</u>
101-0118-412.81-02	101	Transfer to Fund 102	30,000	226,958	256,958
101-0118-412.82-35	101	Transfer to Fund 235	-	3,000,000	3,000,000
101-0118-412.86-63	101	Transfer to Fund 663	-	179,763	179,763
101-0118-412.82-17	101	Transfer to Fund 217	-	4,597	4,597
	101	Fund Balance	14,918,223	3,411,318	11,506,905
102-0000-399.91-01	102	Transfer from Fund 101	36,510	226,958	263,468
217-0000-399.91-01	217	Transfer from Fund 101	-	4,597	4,597
235-0000-399.91-01	235	Transfer from Fund 101	-	3,000,000	3,000,000
663-0000-399.91-01	663	Transfer from Fund 101	101,305	179,763	281,068
209-0118-412.82-18	209	Transfer to Fund 218	-	2,826	2,826
	209	Fund Balance	2,826	2,826	-
218-0000-399.92-09	218	Transfer from Fund 209	-	2,826	2,826
204-0000-399.97-13	204	Transfer from Cemetery Trust	30,000	21,342	51,342
713-0458-453.82-04	713	Transfer to Fund 204	30,000	21,342	51,342
	713	Fund Balance	3,081,387	21,342	3,060,045
502-0000-399.95-05	502	Transfer from Fund 505	-	10,677	10,677
505-0741-741.85-02	505	Transfer to Fund 502	-	10,677	10,677
	505	Fund Balance	802,518	10,677	791,841
671-0150-416.26-43	671	Incode	-	87,071	87,071
	671	Fund Balance	350,243	87,071	263,172

PART 4: That any ordinance, resolution, policy or any provision or section of the Code of the City of Tyler, Texas, as amended, and in conflict herewith, be and the same is hereby repealed to the extent of any conflict.

PART 5: Should any section, subsection, sentence, provision, clause or phrase be held to be invalid for any reason, such holding shall not render invalid any other section, subsection, sentence, provision, clause or phrase of this ordinance and same are deemed severable for this purpose.

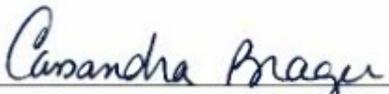
PART 6: This ordinance shall become effective upon approval.

PASSED AND APPROVED this the 25th day of September, A.D., 2019.

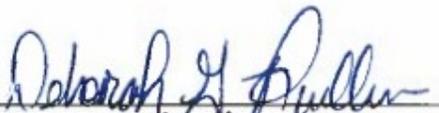

MARTIN HEENES, MAYOR
OF THE CITY OF TYLER, TEXAS

ATTEST:

APPROVED:


CASSANDRA BRAGER, CITY CLERK




DEBORAH G. PULLUM,
CITY ATTORNEY

ORDINANCE NO. O-2019-82

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS, APPROVING THE ASSESSMENT ROLL AND FIXING THE AD VALOREM TAX RATE FOR THE CITY OF TYLER, TEXAS, FOR FISCAL YEAR 2019-2020, AND PROVIDING FOR THE ASSESSMENT AND COLLECTION THERE OF AND FOR A LIEN ON REAL AND PERSONAL PROPERTY TO SECURE PAYMENT OF AD VALOREM TAXES; PROVIDING FOR EXEMPTIONS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS:

PART 1: The assessment roll for 2019 for the City of Tyler as compiled by Smith County Appraisal District and as amended by the Appraisal Review Board is hereby approved and adopted.

PART 2: That there be and there is hereby levied and ordered collected the sum of \$0.259900 ad valorem tax on each One Hundred Dollar (\$100) valuation of all taxable property, real, personal and mixed, within the corporate limits of the City of Tyler, Texas, on January 1st of this year, for the following purposes and the following amounts:

General Fund maintenance and operations \$ 0.259900
TOTAL TAX RATE PER \$100.00
VALUATIONS FOR ALL PURPOSES

PART 3: That there be, and are hereby again set out, authorized exemptions as follows:

1. Homestead exemption under 65 - Ten percent (10%) or no less than \$5,000.
2. Homestead exemption over 65 - \$6,000.
3. Historical Preservation exemptions as set out in Tyler City Code Sections 10-793 and 10-794.

PART 4: Said ad valorem taxes shall be due and payable at the time and in the manner provided by the Tyler City Code, Chapter 2, relating to the payment of ad valorem taxes which said ordinances provide for penalties and interest on delinquent taxes.

PART 5: That notice for the public hearings on the proposed budget, property tax rate, and tax revenue increase, on the 28th day of August 2019 and on the 11th day of September 2019, were given by publication on the 17th day of August, 2019 and the 29th day of August 2019. The notice for vote on the tax rate and tax revenue increase was published on the 29th day of August and the 12th day of September, 2019.

PART 6: THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.96 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$15.45.

PART 7: That any ordinance, resolution, policy or any provision or section of the Code of the City of Tyler, Texas, as amended, and in conflict herewith, be and the same is hereby repealed to the extent of any conflict.

PART 8: Should any section, subsection, sentence, provision, clause or phrase be held to be invalid for any reason, such holding shall not render invalid any other section, subsection, sentence, provision, clause or phrase of this ordinance and same are deemed severable for this purpose.

PART 9: This ordinance shall become effective upon its approval.

PASSED AND APPROVED this the 25th day of September, A.D., 2019.

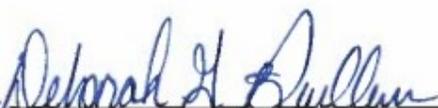

MARTIN HEINES, MAYOR
OF THE CITY OF TYLER, TEXAS

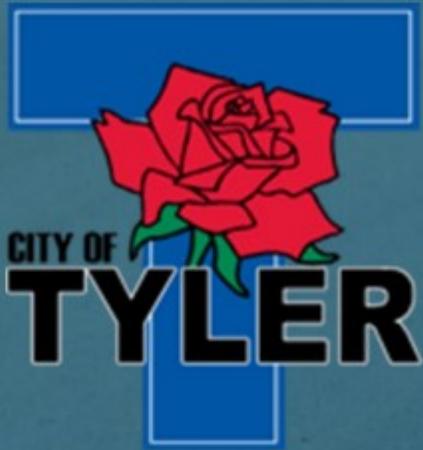
ATTEST:

APPROVED:


CASSANDRA BRAGER, CITY CLERK

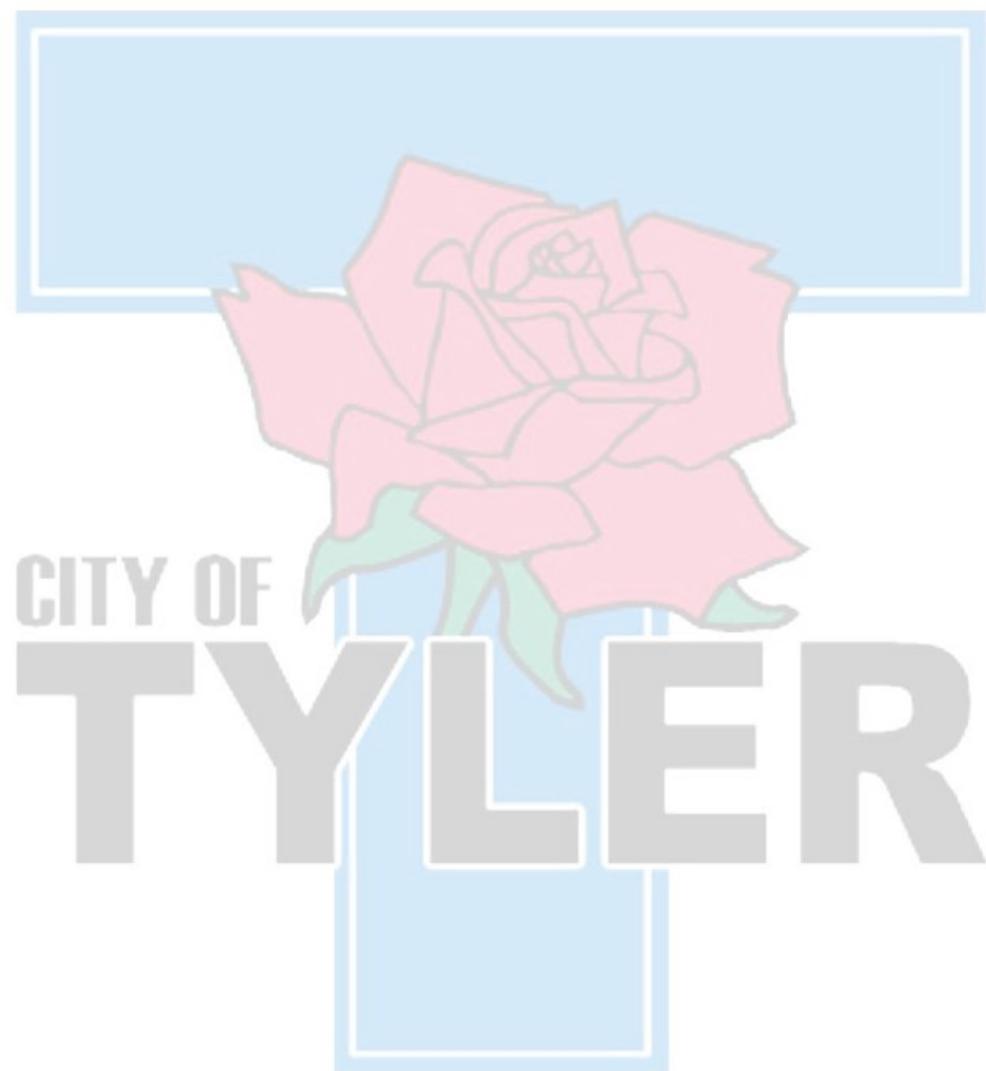



DEBORAH G. PULLUM,
CITY ATTORNEY



A Natural Beauty

Glossary



A Natural Beauty

Glossary

A

Accounts Payable – A liability account reflecting amount of open accounts owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

Accounts Receivable – An asset account reflecting amounts owing to open accounts from private persons or organizations for goods or services furnished by a government.

Accrual Accounting – Recognition of the financial effects of transactions, events and circumstances in the period(s) when they occur regardless of when the cash is received or paid.

Ad Valorem – Latin for “value of.” Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property.

ADA – *Americans with Disability Act*

Amortization – Payment of principal plus interest over a fixed period of time.

Appropriation – A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligation for designated purposes.

ARFF – *Airport Rescue Firefighters*

Assessed Valuation – A valuation set upon real estate or other property by a government as a basis for levying taxes.

B

Balance Sheet – The basic financial statement, which discloses the assets, liabilities and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles (GAAP).

Balanced Budget – Annual financial plan in which expenses do not exceed revenues and carry-over fund balance.

BAS – *Boundary and Annexation Survey*

Bond – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s).

Budget – A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

C

Capital Outlays – Expenditures which result in the acquisition of or addition to fixed assets which are individually priced at more than \$3,000 and have an expected life longer than two years.

CAFR – *City’s Comprehensive Annual Financial Report*

CCNS – *Certificates of Convenience and Necessity*

CDARS – *Certificate of Deposit Account Registry Service*

CDBG – *Community Development Block Grant*

CHDO – *Community Housing Development Organizations*

CIP – *Construction in Progress*

COBRA – *Consolidated Omnibus Budget Reconciliation Act*

COPS – *Community Oriented Policing Services*

Cost – The amount of money or other consideration exchanged for property or services. Costs may be incurred even before the money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

Current Assets – Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments and taxes receivable which will be collected within one year.

Current Liabilities – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.

D

DADS – *Texas Department of Aging and Disability Services*

DEA – *Drug Enforcement Administration*

Debt Service/Lease – A cost category which typically reflects the repayment of short-term (less than five years) debt associated with the acquisition of capital equipment.

This category also includes department contribution to the Capital Replacement Fund.

Delinquent Taxes – Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

Depreciation – Change in the value of assets (equipment, buildings, etc. with a useful life of two years or more) due to use of the assets with the exception of land and intangible assets.

DFIRM – *Digital Flood Insurance Rate Map*

E

Encumbrances – Commitments related to unperformed contracts for goods and services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed. Encumbrances lapse at year end unless the associated budget is re-appropriated by Council in the following fiscal year.

EPA – *Environmental Protection Agency*

ETATTF – *East Texas Auto Theft Task Force*

ETJ – *Extra Territorial Jurisdiction*

Exempt – Personnel not eligible to receive overtime pay and who are expected to put in whatever hours are necessary to complete their job assignments. Compensatory time-off, as partial compensation for overtime hours worked, may be allowed by the respective department head.

Expenditures – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

F

FAA – *Federal Aviation Administration*

FDIC – *Federal Deposit Insurance Corporation*

FINRA – Proof of Financial Industry Regulatory Authority

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which the government determines its financial position and the results of its operations. The City of Tyler’s fiscal year begins October 1 and ends the following September 30.

FMPC – Financial Management Performance Criteria

FTE – Acronym for Full-Time Equivalent, a measurement of staffing. One FTE is a 40-hours per week position. A part-time position working 20 hours per week or a temporary full-time position working six months would be one-half a FTE.

Fixed Assets – Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment and assets of an intangible nature such as water rights.

Franchise – A special privilege granted by a government permitting the continuing use of public property, such as City streets, and usually involving the elements of monopoly and regulation.

FSS – Family Self Sufficiency

Fund – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities of balances, and charges therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance – The difference between governmental fund assets and liabilities, also referred to as fund equity.

G

GAAP – Generally Accepted Accounting Principles

GASB – Acronym for Government Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the issuing government is pledged. In issuing its general obligation bonds, the City of Tyler pledges to levy whatever property tax is needed to repay the bonds for a particular year. Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 30 years.

GFOA – Government Finance Officers Association

GFOAT – Governmental Finance Officers Association of Texas

GIS – Geographical Information System

Governmental Funds – Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities of the governmental functions are accounted for through governmental funds (General, Special Revenue, Capital Projects, Permanent and Debt Service Funds).

GTOT – Government Treasurer’s Organization of Texas

H

HIP – Housing Infill Program

HAPP – Housing Assistance Payments Program

HQS – Housing Quality Standards

HVAC – Heating Ventilation and Air Conditioning

I

IGI – Industry Growth Initiative

IVR – Interactive Voice Response

M

M&O – Maintenance and Operations

Maintenance – The upkeep of physical properties in condition for use of occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Maintenance Item – A request for additional funding to maintain the upkeep of a physical property.

MPO – Metropolitan Planning Organization

MUD – Municipal Utility Districts

Modified Accrual Accounting – Accounting system in which revenues are recognized and recorded in the accounts when they are measurable, available and collectible in the fiscal year.

N

NEW – Neighborhood Empowerment Works

Non-Exempt – Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

NTCOG – North Central Texas Council of Governments

O

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, usually require ordinances.

P

PEG – Public Education and Government Access Channel

Personnel Services – The costs associated with compensating employees for their labor.

PFIA – Police and Firemen’s Insurance Association

PFIA – Public Funds Investment Act

PPE – Personal Protective Equipment

PSO – Public Service Officer

R

Revenues – Funds received for services rendered, fines assessed, taxes levied and interest/rental income earned from private and public sources.

RFP – Request for Proposal

S

SCBA – Self Contained Breathing Apparatus

Special Revenue Fund – A fund used to account for the pro-

ceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Supplies – A cost category for minor items (individually priced at less than \$3,000) required by departments to conduct their operations.

SWAT – *Special Weapons and Tactics*

T

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessment. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

TBRA – *Tenant Based Rental Assistance*

TCEQ – *Acronym for Texas Commission on Environmental Quality*. A State agency for enforcing federal and state environmental laws.

TCMA – *Texas City Management Association*

TIF/TIRZ – *Tax Increment Financing Zone*

TML – *Texas Municipal League*

TxDOT – *Acronym for Texas Department of Transportation*, a State agency responsible for administering City of Tyler transportation related grants.

U

UNT – *The University Of North Texas*

W

Working Capital – The amount of current assets which exceeds current liabilities less inventory and special reserves in particular funds.