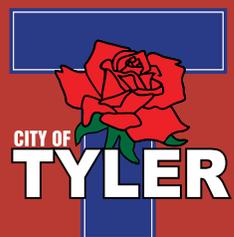
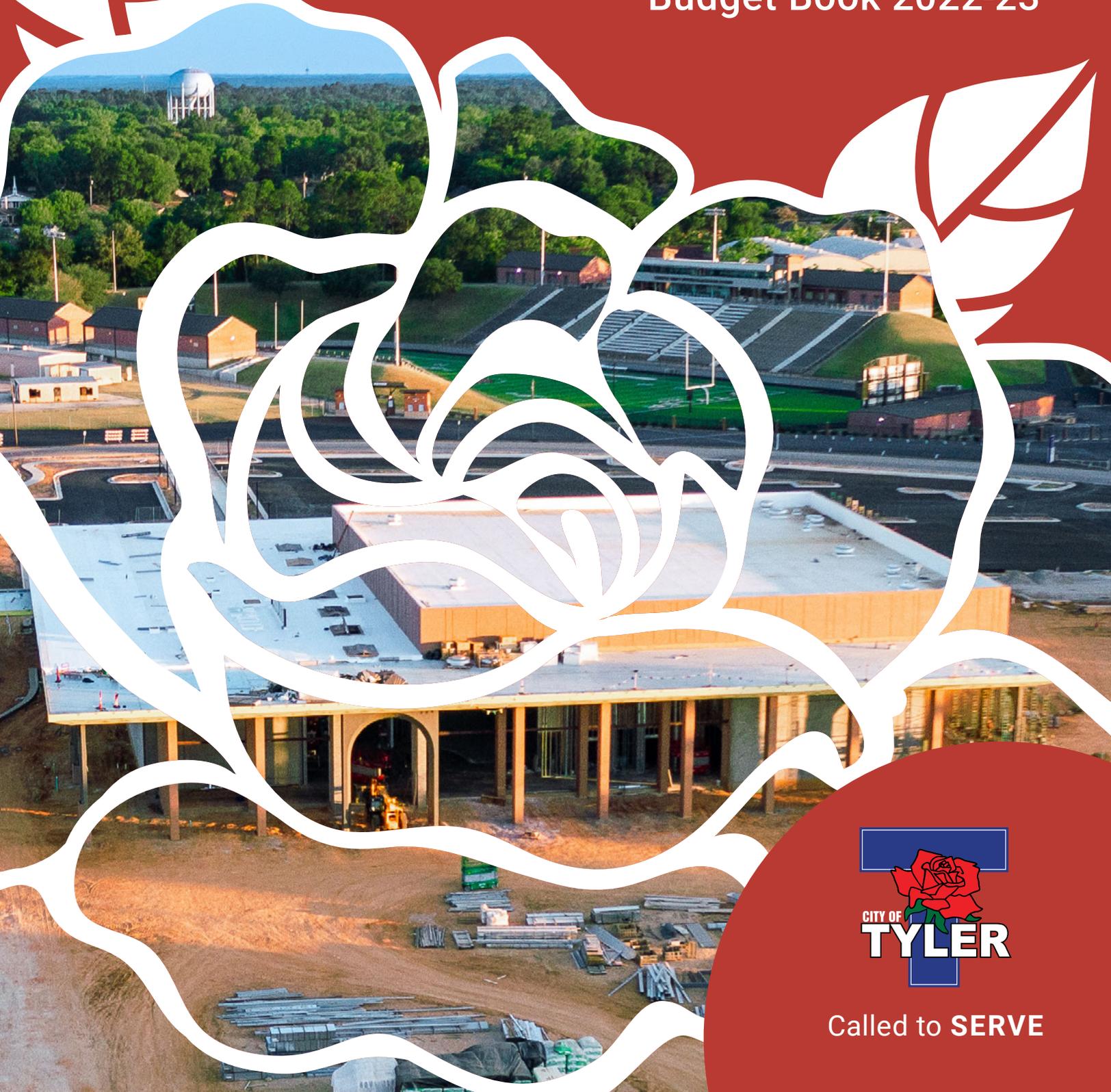


# TYLER TRANSFORMED

Budget Book 2022-23



Called to SERVE

# City of Tyler

## FISCAL YEAR 2022 – 2023

### BUDGET COVER PAGE

SEPTEMBER 14, 2022

**This budget will raise more revenue from property taxes than last year’s budget by an amount of \$2,038,668, which is a 7.54 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 \$462,604.**

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

<b>For:</b>	Don Warren, Mayor	James Wynne, District 4
	Stuart Hene, District 1	Bob Westbrook, District 5
	Broderick McGee, District 2	Brad Curtis, District 6
	Shirley McKellar, District 3	
<b>Against:</b>	None	
<b>Present and not voting:</b>	None	
<b>Absent:</b>	None	

<b>Property Tax Rate Comparison</b>	<b>2022-2023</b>	<b>2021-2022</b>
Property Tax Rate:	\$0.261850/100	\$0.269000/100
No-New-Revenue Tax Rate	\$0.244811/100	\$0.255752/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.244811/100	\$0.255752/100
Voter-Approval Tax Rate:	\$0.261850/100	\$0.277539/100
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 2023, including principal and interest, are \$0 for obligations paid by property taxes and \$127,230,000 for obligations paid by utility charges, \$8,840,000 for obligations paid by Hotel Occupancy Taxes, and \$465,000 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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Tyler  
Texas**

For the Fiscal Year Beginning

**October 01, 2021**

*Christopher P. Morill*

Executive Director

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# Mayor DON WARREN



## Dear Friends & Neighbors,

I am proud of our City and excited about how we are building and investing in enhancements to services and infrastructure that will improve our quality of life for decades to come. Together, we are transforming Tyler into a nationally known community with a robust business environment, quality medical care, excellent educational institutions, and beautiful public spaces and neighborhoods.

The City's progress and transformation are part of a larger plan, "Tyler 1st." We focus on the outcomes for our future generations as we prioritize capital programs and activities.

Importantly, transforming Tyler requires us to focus on our facilities. After decades of hard work by many mayors, councilmembers and staff, the W. T. Brookshire Convention Center will open in the first quarter of 2023.

Improving our public spaces is important for residents and visitors alike. We renovated

the softball fields at Lindsey Park, redeveloped Pollard Park, and upgraded Winters Park. Transforming the parks is now possible with dedicated funds for maintenance and improvements collected from landfill fees. With collaboration between departments, we will also completely renovate neighborhood parks Noble E. Young and P.T. Cole.

Our community is enjoying tremendous growth, and with growth comes challenges with traffic. In 2021 we installed the Advanced Traffic Management System, a more reliable and safer traffic signal system for the residents of Tyler. This year we replaced 14 of the 149 existing traffic signal cabinets, including battery backups. The upgrades replaced equipment that was past its life span. We will also retime 19 traffic signals remotely for the first time, allowing for quicker implementation and less staff time in the field.

Finally, Tyler has a bright future and a rich history that is vital to



preserve as we transform our City for the future. I understand our historic brick streets tie to our character and sense of history. We developed a more extensive brick street repair program last fiscal year and continued this year to maintain them for future generations.

Transformation in taking place in our community. The Tyler of tomorrow will enhance what we see today. These changes are intentional, true to us and the Tyler spirit. What will never change is the feeling you have when you live here. The feeling that you are home.

I am proud to be your neighbor. I am proud to be your Mayor.

Don Warren  
Mayor | City of Tyler, Texas

# City COUNCIL



**Left to Right:**

Brad Curtis, District 6; Shirley McKellar, District 3; James Wynne, District 4; Don Warren, Mayor; Stuart Hene, District 1; Bob Westbrook, District 5; and Broderick McGee, District 2

**DISTRICT 2 WEST**  
 District 2 is located on the west side of Old Jacksonville Highway between Districts 1 and 3, and includes the annexed Tyler Pounds Regional Airport. It is home to Tyler's burgeoning tech sector and our vibrant downtown entertainment district.

**DISTRICT 3 NORTHWEST**  
 District 3 is located on the northwestern bounds of the city limits. Rich in history, it is home to the Texas College campus, the oldest institution of higher education in Tyler.

**DISTRICT 4 NORTHEAST**  
 District 4 is located on the northeastern side of Tyler between McDonald Road and East Gentry Parkway. It is home to Tyler's historic Azalea District, Bergfeld Park and Amphitheater, Brick Street Village, and the newly renovated Hillside Park.

**DISTRICT 1 CENTRAL**  
 District 1 is located between Old Jacksonville Highway and South Broadway Avenue in the southern part of the city. It is home to several miles of hiking and biking trails, including those at Faulkner Park and the newly developed Legacy Trails trailhead.

**DISTRICT 5 EAST**  
 District 5 is located south of McDonald Road and east of Paluxy Drive. It houses both The University of Texas at Tyler and Tyler Junior College, which bring more than 10,000 students to Tyler annually.

**DISTRICT 6 SOUTH**  
 District 6 is located between Paluxy Drive and South Broadway Avenue. It is home to the Village at Cumberland Park, Tyler's newest restaurant and retail destination. It houses the popular Southside Park and Rose Rudman Recreational Trail, one of the most utilized trails in Tyler.



TYLER  
*Profile*





## 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 2020 census population of 105,995, which is a 9.38% increase from the 2010 census population of 96,900. Currently, the City's population is estimated to be 104,798. 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, animal services, 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; meat packing and processing; cast iron pipes and fitting manufacturing; 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 2.60% of assessed valuation in the City.

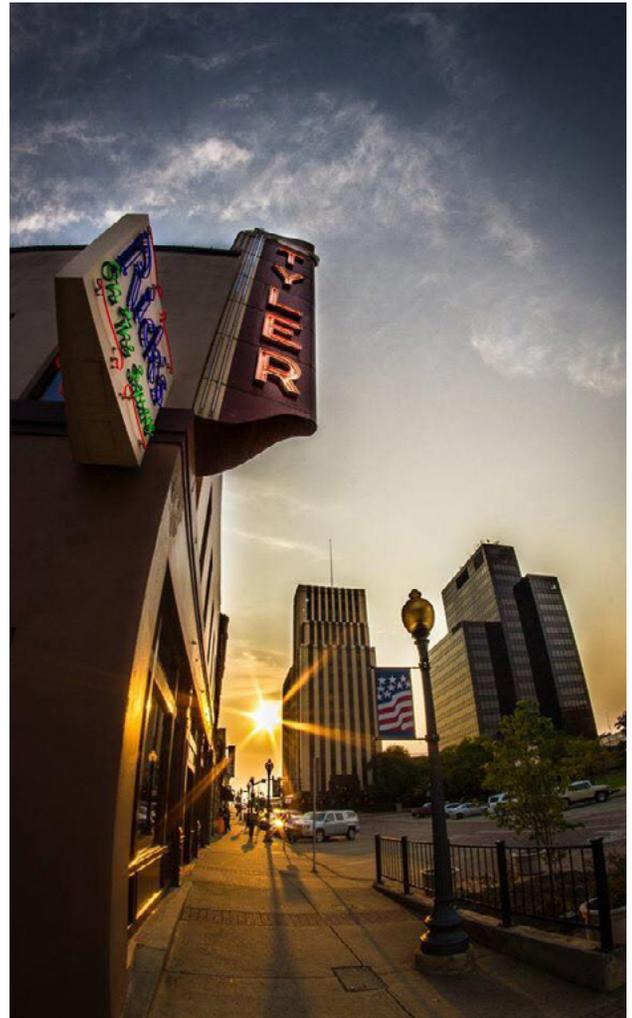
Four institutions of higher education are located in Tyler. They are The University of Texas at Tyler, The University of Texas Health Science Center, Texas College, and Tyler Junior College. Primary and secondary education is provided by several public school districts, three charter schools as well 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. 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.

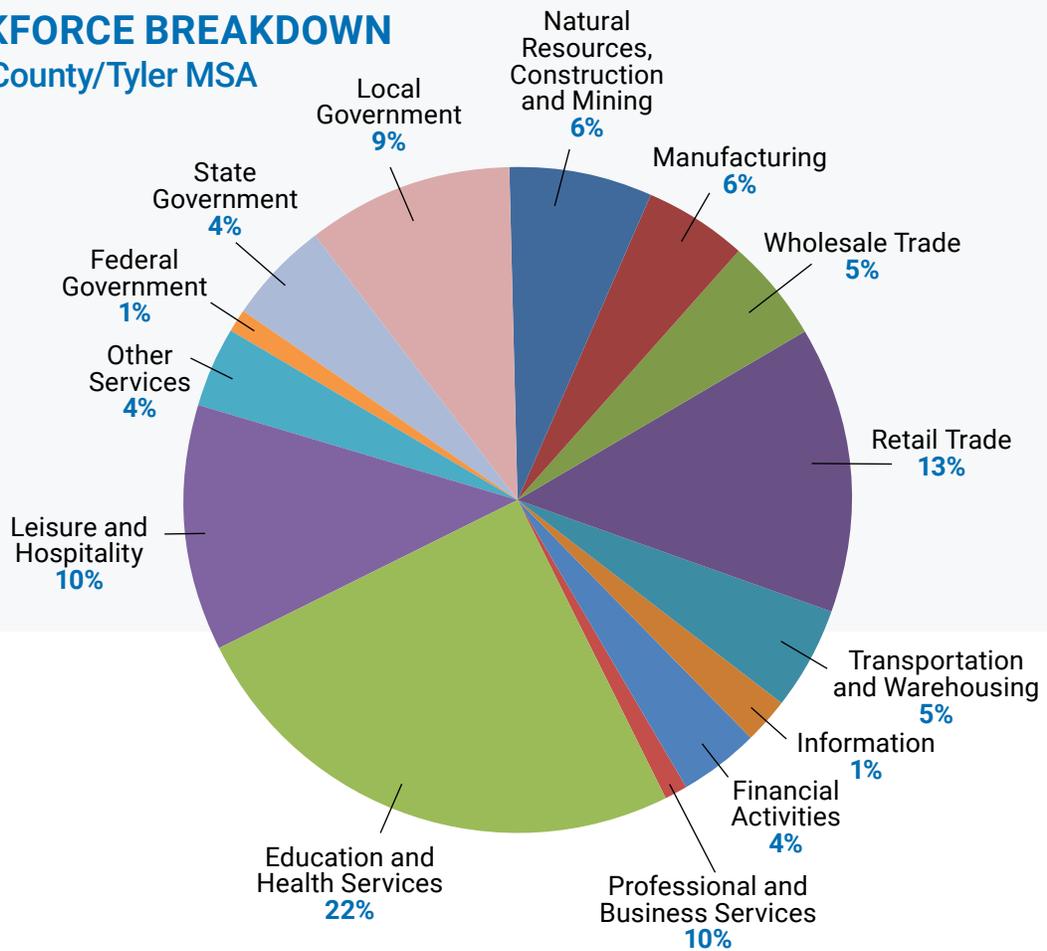
The City actively works with the Tyler Economic Development Corporation and local industries to encourage expansions and relocations to our community. Two TIF/TIRZ zones were created in 2008, one in the downtown area and another in north Tyler in coordination with revitalization efforts. In fiscal year 2016, the downtown TIF/TIRZ was dissolved due to value falling below the initial baseline. This was due to governmental agencies purchasing of properties and housing units receiving favorable tax exemptions. In October 2016, the city began the process for creating the new downtown TIRZ. In February 2018, the interlocal agreements were approved

by City Council creating zone 4. Land is available for development; the area has an abundant water supply and typically mild weather. 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 low of 3.2 percent (2019) to a previous decade high of 7.8 percent (2012), only to end at the current rate of 3.5 percent. This figure indicates a decrease of 0.1 % under the prior year while remaining in line with the State and National trends. The total workforce for the Tyler region has increased from 48,106 in 2010 to 50,674 in 2019.



## WORKFORCE BREAKDOWN Smith County/Tyler MSA



## Local ECONOMY CONT.

Population growth in the last five years has outpaced previous periods. 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 the current year, the growth has been an astounding 6 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. Loop 49 Toll Project is complete from State Highway 110 to I-20 to the west of Tyler. 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.

Along with the Loop 49 project, the Northeast Texas Regional Mobility Authority was authorized in 2004 to construct, operate and maintain turnpike 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 due to COVID-19 from 72,509 in 2011 to a current level of 40,179 in 2021. 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 opportunities. Tyler is 16th in the nation for cost of living in Retirement Places Rated: Special Millennium Edition.

# LARGEST AREA *Employers*

EMPLOYER	PRODUCTS/SERVICE	EMPLOYEES
CHRISTUS Trinity Mother Frances *	Medical Care	3,850
UT Health East Texas *	Medical Care	3,550
Tyler Independent School District	Education	2,550
Sanderson Farms	USDA Meat Processing	1,850
Walmart	Retail	1,500
Trane Technologies	Air Conditioners	1,450
UT Health Science Center at Tyler	Education	1,450
Brookshire Grocery Company	Grocery Distribution	1,450
The University of Texas at Tyler	Education	1,200
Altice USA	Cable, Internet, Phone	1,150
Tyler Junior College	Education	1,000
Target Distribution Center	Retail Distribution	1,000
John Soules Foods	USDA Meat Processing	900
Smith County	Government	850

Source: Tyler Economic Development

\* Headquarters located in Tyler.

## *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 5.03 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 is used 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 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.

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 – 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.

## • 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.

There is universal support for our warriors and families, and nonprofit services have grown and improved in Tyler and in communities across America. Still, there remain significant gaps that can only be filled by more focused planning and coordination. The Blueprint created by the Veterans' Roundtable works to address these 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.

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.

## • JOINT FINANCIAL TASK FORCE

• Smith County Judge Nathaniel Moran and Former Tyler Mayor Martin Heines proposed a task force that would meet quarterly to discuss ways that the county and city can work together to save money. That would mean looking critically at places where both governments are providing services to the same people. The county and city would each appoint three people to the task force. The members include the Mayor, the City Manager, and the Chief Financial Officer for the city. The Smith County Judge, the County Auditor, and the County Administrator will represent the county.

adopted in May 2010 by boards representing the entire community.

## *Awards* AND ACKNOWLEDGMENTS

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, 2020. This is the thirty-fifth 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.

For sixteen years in a row, the City of Tyler has been presented with the Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada. This award assures that state and local governments prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting.



MANGER'S  
*Message*

# City Manager EDWARD BROUSSARD



Dear Honorable Mayor, City Council Members and Residents of Tyler,

We continue to build a strong community focused on the quality of life for our residents, businesses and visitors. Transforming Tyler for the future requires us to keep investing in our employees, services, programs, and partnerships that fulfill the needs of our vibrant community.

It is no secret that appraisal values in Texas and across the nation have soared. The change in taxable values Tyler experienced is the largest increase in more than a decade. This has allowed the City of Tyler to both decrease the property tax rate while raising the revenue necessary to continue the high standard of service delivery. Every dollar collected from property tax levies is used for operations for the public. Every penny paid by our residents is used toward maintenance and operations of vital public services- particularly public safety such as police and fire.

This year, we also adjusted the water rate structure to provide greater fairness and equity while more accurately capturing the cost to provide water services to our City. Tyler was one of the last cities in the state to have a water

rate structure not based on water conservation, which this new rate now promotes.

Transforming Tyler requires us to invest in our employees, improve efficiency, implement new initiatives, and provide our public servants the resources they need to build the future we want. This report is a testament to their dedication and commitment to enhance the quality of life for all residents of Tyler.

As always, we remain "Called to SERVE" our community,

Edward Broussard  
City Manager | City of Tyler, Texas



## Executive TEAM



**STEPHANIE FRANKLIN**  
DEPUTY CITY MANAGER



**HEATHER NICK**  
ASSISTANT CITY MANAGER



**DAVID COBLE**  
FIRE CHIEF



**JIMMY TOLER**  
POLICE CHIEF



**KEIDRIC TRIMBLE**  
CHIEF FINANCIAL OFFICER



**DEBORAH PULLUM**  
CITY ATTORNEY



**BENNY YAZDANPANAHI**  
CHIEF INFORMATION OFFICER



**REGINA MOSS**  
DIRECTOR OF ORGANIZATIONAL DEVELOPMENT



**JULIE GOODGAME**  
DIRECTOR OF MARKETING AND COMMUNICATION



**LEROY SPARROW**  
DIRECTOR OF SOLID WASTE, TRANSIT AND VES



**LEANNE ROBINETTE**  
DIRECTOR OF PARKS AND RECREATION



**KATE DIETZ**  
DIRECTOR OF UTILITIES

# Executive SUMMARY

## STAFFING, COMPENSATION AND BENEFITS

In fiscal year 2022-2023 budget, the City added two fire recruits, one lab analyst, one transit manager, one transit assistant manager, and two full time positions for conference center grounds.

## 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 2021-2022 Annual Operating Budget for:

- An increase in base pay of 5 percent for all civil service employees;
- An increase in base pay of 5 percent for all non-civil service employees based on merit;
- A shock adjustment to base rates for each pay grade excluding civil service;
- Sick Leave Buy Back Program.

## STRATEGIC TAX MANAGEMENT

The FY 2021-2022 total property tax rate as adopted was \$.269900 cents per \$100 valuation. The property rate adopted for FY 2022-2023 will be decreased to \$.261850 cents per \$100 valuation. The property tax rate proposed for FY 2022-2023 maintenance and operations (M&O) is a rate of \$.261850 per \$100 of assessed property tax value.

## 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 2023 Plan year there was not an increase to premiums on our Rose Health Plan or Azalea Plan; however, the City is increasing its employer contributions. The City will continue to offer a flex spending account (FSA) option for participants in the Rose or Azalea plans; and will add a third option high deductible health plan with a health savings account (HSA) option.

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.

	FY2021-2022	FY2022-2023
Total Taxable Value	9,770,807,914	10,948,828,831
Total Tax Rate	0.269000	0.261850
Total Tax Levy	25,115,312	27,164,224
Estimated Collection	99.50%	99.50%
<b>Total Budget</b>	<b>24,989,735</b>	<b>27,028,403</b>

# Executive SUMMARY CONT.

## OUTSIDE AGENCIES

The City has funding agreements with certain agencies that perform duties that would cost the City considerably more if the city had to fund these operations. The payments made to these agencies are listed below.

## FUNDING FOR OTHER OUTSIDE AGENCIES

The fiscal year 2022-2023 General Fund operating budget includes funding for the outside agencies listed:

	FY2021-2022	FY2022-2023
Innovation Pipeline	80,000	80,000
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
<b>Total Expenditures</b>	<b>361,035</b>	<b>361,035</b>

## DEBT SERVICES FUND

The FY2022-2023 General Fund Operating Budget is supported by a total tax rate of \$.261850 cents, of which \$.000 cents is applied to fund General Obligation debt. The City of Tyler is pleased to report that, it has no General Obligation Debt.

## 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 in 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 \$1,829.862 in fiscal year 2022-2023. It is the plan to grow this fund in the future through additional tax increases.

## TOURISM AND CONVENTION FACILITIES FUND

The FY 2022-2023 Tourism and Convention Facilities Fund Operating Budget includes projected revenues of \$967,900 and inter-fund transfers in of \$2,500,000, expenditures of \$3,166,096, inter-fund transfers out of \$20,000. The fund projects an ending fund balance of \$625,226.

# Executive SUMMARY CONT.

## • HOTEL/MOTEL OCCUPANCY TAX FUND

• The FY 2022-2023 Hotel/Motel Occupancy Tax Fund Operating Budget projects revenues of \$7,553,062 including transfers, expenditures and transfers of \$4,198,700 and an ending fund balance of \$5,488,274. Projected FY 2022-2023 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 W.T. Brookshire Conference Center, as well as, providing appropriations for the following agencies:

	2021-2022	2022-2023
Texas Rose Festival	10,000	10,000
Discovery Place	32,400	32,400
Symphony	50,000	50,000
Museum of Art	35,000	35,000
Historical Museum	13,500	13,500
Visitors and Convention Bureau	691,500	691,500
McClendon House	4,500	4,500
Historic Aviation Museum	13,500	13,500
Sport Tyler Award	25,000	25,000
<b>Total Expenditures</b>	<b>875,400</b>	<b>875,400</b>

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.

During FY2020-2021, planning began on a new convention center facility for the City. The additional 2% Hotel Occupancy Tax aids in funding these costs. Expenditures for FY2021-2022 are mainly for convention center construction. The W.T. Brookshire Conference Center is expected to open in April 2023.

## • WATER UTILITIES FUND

• The FY 2022-2023 Water Utilities Operating Budget projects revenues of \$51,251,413, expenditures of \$50,201,493 including capital transfers and an ending working capital \$16,315,108.

## • SOLID WASTE FUND

• The FY 2022-2023 Solid Waste Operating Budget projects revenues of \$17,276,578, expenditures of \$15,874,822 for residential and commercial Solid Waste collection services and operations, litter control, code enforcement, and including transfers of \$1,175,653 and an ending working capital \$2,537,481.

# Executive SUMMARY CONT.

## AIRPORT FUND

The FY 2022-2023 Airport Fund Annual Operating Budget projects revenues of \$1,979,222 (including transfers in), expenditures of \$2,019,888 including transfers out, and an ending working capital of \$899,233. 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

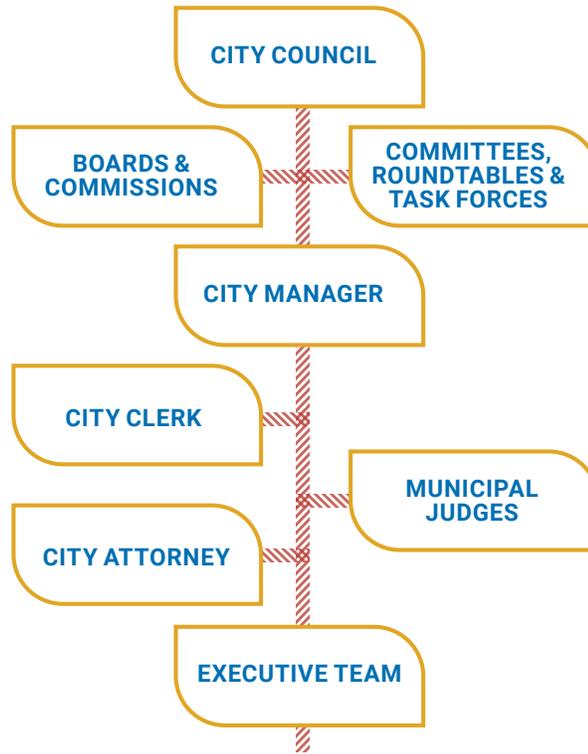
The FY 2022-2023 Fleet Maintenance Services Annual Operating and Replacement Budget projects revenues of \$16,773,911, expenditures of \$16,327,371 including transfers and an ending working capital of \$5,314,038.

## Major BUDGET REVENUES AND EXPENDITURES

The fiscal year 2022-2023 revenues, expenditures and changes in working capital for the major operating funds:

FUND	OPENING BALANCE	REVENUES	EXPENDITURES	TRANSFERS IN / (TRANSFERS OUT)	CLOSING BALANCE
101 General	18,237,434	86,810,085	83,408,918	(3,401,167)	18,237,434
202 Development Services	1,243,343	2,679,350	2,629,063	-	1,293,630
211 Hotel Occupancy Tax	2,133,912	4,303,062	1,080,900	132,200	5,488,274
502 Utilities Operations	15,265,188	51,251,413	39,217,358	(10,984,134)	16,315,109
524 Airport	939,099	1,907,222	1,949,613	2,525	899,233
560 Solid Waste	2,311,378	17,276,578	15,874,822	(1,175,653)	2,537,481

# Organizational CHART



**DAVID COBLE** *Fire Chief*

**Strategic Planning Priorities:**  
Public Safety and Emergency Management

- Areas of Responsibility:**
- Fire
  - Emergency Management
  - Emergency Medical Services Liaison
  - Catalyst 100 Executive Committee

**HEATHER NICK** *Assistant City Manager*

**Strategic Planning Priorities:**  
Development and Growth

- Areas of Responsibility:**
- Planning and Development Services
  - Metropolitan Planning Organization
  - Geographic Information Systems
  - Historic Preservation
  - Tyler 1st Comprehensive Plan
  - Permit Center
  - Economic Development (TIRZ Liaison)
  - Engineering

**STEPHANIE FRANKLIN** *Deputy City Manager*

**Strategic Planning Priorities:**  
Quality of Life and Places

- Areas of Responsibility:**
- Organizational Strategic Planning
  - Visitor & Convention Facilities
  - Library
  - Main Street
  - Liberty Hall
  - Cultural Affairs Board
  - Building Inspections

**STEPHANIE FRANKLIN** *(cont.)*

- Areas of Responsibility: (cont.)**
- Facility Services
  - Visit Tyler
  - Innovations Pipeline Liaison

**JIMMY TOLER** *Police Chief*

**Strategic Planning Priorities:**  
Public Safety and Emergency Management

- Areas of Responsibility:**
- Police
  - Centralized Dispatch
  - 911 Liaison
  - Code Enforcement
  - Animal Services
  - Homeless Roundtable Liaison
  - Human Needs Network Liaison

**KEIDRIC TRIMBLE** *Chief Financial Officer*

**Strategic Planning Priorities:**  
Fiscal, Tech and Human Resources

- Areas of Responsibility:**
- Finance
  - Budget
  - Purchasing
  - Municipal Court
  - Internal Audit Services
  - Utility Billing

**LEROY SPARROW** *Director of Solid Waste, Transit and VES*

- Solid Waste
- Transit
- Vehicle Services

**LEANNE ROBINETTE** *Director of Parks & Recreation*

- Parks and Recreation
- Tourism Facilities
- Cemeteries
- Keep Tyler Beautiful

**REGINA MOSS** *Director of Organizational Development*

- Human Resources
- Volunteer Services
- City University
- Lean Six Sigma

**JULIE GOODGAME** *Director of Marketing & Communication*

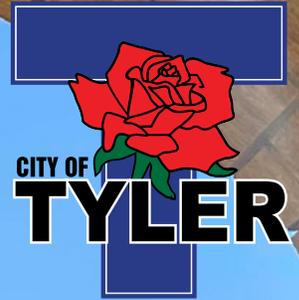
- Marketing
- Internal/External Communication
- Legislative Affairs
- Liberty Hall
- Film Friendly Program

**KATE DIETZ** *Director of Utilities*

- Water Production
- Wastewater Treatment
- Water Service Center
- Utilities Engineering

**BENNY YAZDANPANAHI** *Chief Information Officer*

- Information Technology



READER'S  
*Guide*

# Budget CALENDARS

 <b>City of Tyler</b>  <b>FY2022-23 Budget Preparation Calendar</b>		
Phase I	<b><u>Strategic/Fiscal Alignment</u></b>	
	October 28 - 29, 2022	City Council Fall Retreat
	December 15, 2021	Risk - check on 1st insurance rate projections, review claims history, review litigation costs, receive projections for short-term disability and unemployment.
	January 1, 2022	Communications - Begin working with departments on advertising needs and budget requests
	January 1-31, 2022	VES meet with departments to discuss replacement needs and develop schedule
	January 13 - 14, 2022	Executive Team Retreat
	January 19, 2022	Department Leader Meeting.
	January 20, 2022	First Monthly Financial Forecast due on P:Drive
	February 14-25, 2022	ISF Recommendation Review
March 9, 2022	ISF Recommendations due to Budget for upload	
Phase II	<b><u>Budget Work Sessions</u></b>	
	March 17, 2022	Department Leader Meeting. Budget kick-off. Budget file open for department entry
	March 17th & March 24th	Budget Training @ City U
	March 31, 2022	1st ISF update
March 17 - May 1, 2022	Budget file open for department entry	
Phase III	<b><u>Budget Hearings and Budget Preparation</u></b>	
	April 30, 2022	Preliminary Tax Roll due from Chief Appraiser
	May 19, 2022	City Council Spring Retreat
	June 14, 2022	DL Meeting - State of the City/Budget Update
	June 30, 2022	2nd ISF Update
	July 18 - 27, 2022	Council 1-on-1 meetings
	July 28 - August 3, 2022	Communications meet with Budget Committee to discuss messaging for budget
Phase IV	<b><u>Adoption</u></b>	
	August 4 - August 9, 2022	Editorial Boards
	August 9, 2022	City Manager's FY 2022-22 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 10, 2022	FY2022-23 Proposed Budget presented to City Council (Vote to schedule proposed public hearings for the budget and tax rate adoption).
	August 14, 2022	City Clerk publishes the 1st "NOTICE OF PUBLIC HEARING ON TAX INCREASE AND PROPOSED BUDGET" (No later than 30 days prior to and no sooner than 10 days to the public hearings)
	August 15, 2022	Department Leader Budget Presentation
	August 24, 2022	1st Public Hearing on FY2022-23 Proposed Budget - Announce Meeting Date to Adopt Tax Rate and Budget. (May not be held before the 7th day after the date of the notice of public hearing is given.)
	September 4, 2022	City Clerk publishes the 2nd "NOTICE OF PUBLIC HEARING ON TAX INCREASE AND PROPOSED BUDGET"
	September 14, 2022	2nd Public Hearing on FY2022-23 Proposed Budget- Announce Meeting Date to Adopt Tax Rate and Budget*** (Must be at least 3 days after 1st public hearing).
	September 14, 2022	City Council Adoption of FY2022-23 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)



# 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 revenue 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.

# Financial POLICY CONT.

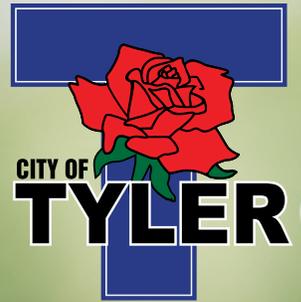
- Fixed assets shall be managed in accordance with the current Fixed Asset Policy in order to properly classify, make record of and safeguard the assets. An inventory of the assets is to be maintained and is to include the description, cost, date of acquisition, department, location and asset identification number. Periodic inventory inspections of fixed assets shall be conducted. Fixed assets include items meeting both the dollar minimum of \$10,000 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.



INVESTMENT  
*Policy*



# Investment POLICY

## ORDINANCE NO. 0-2022-88

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS, AMENDING CHAPTER 2, "FINANCE AND TAXATION", ARTICLE V, "INVESTMENT POLICY", OF THE CODE OF ORDINANCES OF THE CITY OF TYLER, TEXAS; PROVIDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the Public Funds Investment Act, (currently Chapter 2256 of the Texas Government Code, Section 2256.005), requires that the City Council review and adopt its Investment Policy and strategy at least annually;

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

**PART 1.** That Tyler City Code Chapter 2, "Finance and Taxation", Article V., "Investment Policy", is hereby amended to read as follows:

## ARTICLE V. 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. 0-2006-93, 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

### 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.

### 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.

# Investment POLICY CONT.

**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, or similarly structured investment vehicle, 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

### **Sec. 2-48. Objectives.**

Principle investment objectives in order of priority are:

- a. Preservation of capital and the protection of investment principal. Maintenance of sufficient liquidity to meet anticipated disbursement and cash flows.
- b. Maintenance of sufficient liquidity to meet anticipated disbursement and cash flows

# Investment POLICY CONT.

- c. Preservation of 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2021-41; 05/12/21) (Ord. No. 0-2022-88; 9/14/22)

### Sec. 2-49. Investment Officers.

The Chief Financial Officer, Accounting Manager, and Treasury Manager 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 compliance with the PFIA.

Investment Officers shall attend at least one training session, accumulating 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 PFIA. 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. Understanding of the inherent fiduciary responsibility of investing public funds;
2. Adherence to the City's policies and strategies;
3. Investment strategy recommendations within accepted risk constraints;
4. Responsiveness to the City's request for services and information; 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

### 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."

# Investment POLICY CONT.

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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

## 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

# Investment POLICY CONT.

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 to liquidate an investment that is downgraded to less than its required minimum rating by PFIA. The Investment Officer(s) will make specific suggestions as to the possible liquidation or retention in either situation. The City will provide a competitive environment for individual investment transactions, and financial institution, money market mutual fund, and local government investment pool selections.

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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

## 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. 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

## Sec 2-53. Selection of Broker/Dealers.

The City may utilize the in-house brokerage services of the bank qualifying as City primary 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 reviewed and approved by the City Council.

# Investment POLICY CONT.

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

Duncan-Williams Securities  
 FHN Financial  
 MBS Securities  
 SAMCO  
 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. No. 0-2014-98; 10/22/14) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2021-41; 05/12/21) (Ord. No. 0-2022-88; 9/14/22)

## 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

## Sec. 2-55. Reporting and Audits.

At least quarterly, the Investment Officer(s) 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 a rolling 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-

# Investment POLICY CONT.

60, 7/24/13) (Ord. No. 0-2016-20; 02/24/16) (Ord. No. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2021-41; 05/12/21) (Ord. No. 0-2022-88; 9/14/22)

## 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

## 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 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. 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. 0-2017-54; 07/12/17) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2021-41; 05/12/21) (Ord. No. 0-2022-88; 9/14/22)

## Sec. 2-58. Authorized Collateral

The City shall accept only the following as collateral:

- 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.

# Investment POLICY CONT.

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. 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) (Ord. No. 0-2019-45; 06/12/19) (Ord. No. 0-2020-62; 7/8/20) (Ord. No. 0-2022-88; 9/14/22)

**Sec. 2-59. Reserved.**

**PART 2:** 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.

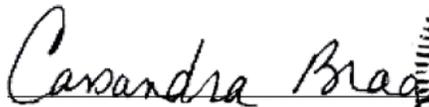
**PART 3:** That this ordinance shall be effective on and after its date of passage and approval by the City Council.

**PASSED AND APPROVED** this 14th day of September, 2022.



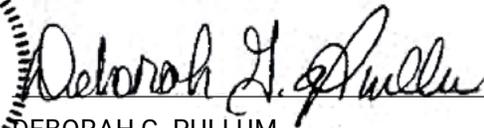
DON WARREN, MAYOR  
OF THE CITY OF TYLER, TEXAS

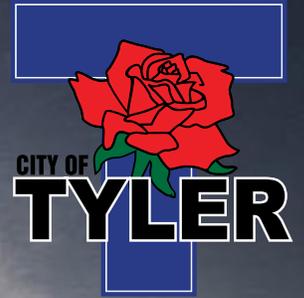
ATTEST:

  
CASSANDRA BRAGER, CITY CLERK



APPROVED:

  
DEBORAH G. PULLUM,  
CITY ATTORNEY



# CITYWIDE *Strategic Plan*

# Strategic PLANNING

The City of Tyler's Strategic Plan is a combination of the visions of our Community, our Mayor and City Council, and City Staff. We strive to align these visions throughout our operations.

## • TYLER 1<sup>ST</sup>

• In 2007 the City Council voted to adopt the guiding principles of Tyler 1st (formerly known as Tyler 21). The planning process took over 18 months to complete and included a community visioning retreat (attended by over 300 citizens), six open houses, a survey, multiple focus groups, and interviews with community leaders. The process created the long-range vision below.

"The City of Tyler aspires to set the highest standards for an outstanding quality of life. By 2030, the City of Tyler will be nationally known for its sense of community, commitment to a robust business environment, quality medical care, excellent educational institutions and the beauty of its public places and neighborhoods. "

With this vision in mind, the following guiding principles of Tyler 1st were adopted

### 1. Connect people to one another and in community:

- Preserve and protect Tyler's values of friendliness, family, faith and community connections, which will be the foundation for the success of Tyler 1st.
- Encourage multiple opportunities for face-to-face encounters for personal relationships to develop.

### 2. Promote balanced Growth:

- Promote growth and redevelopment in downtown and all sectors of the city.
- Revitalize North Tyler.
- Enhance links to I-20 and Toll 49.
- Enhance infrastructure in targeted growth areas/priority annexation areas.
- Allow market directed growth while respecting the right of private ownership.

### 3. Provide neighborhoods that are attractive centers of community:

- Encourage and promote appealing, safe, affordable, and stable places to live for people with a wide range of incomes.

- Encourage and promote a variety of housing types for families, singles, older persons, and other kinds of households. Enhance and create neighborhoods containing walkable centers with a mix of housing and shopping to serve residents.
- Promote affordable development costs for residential development.
- Encourage environmentally friendly development to support Tyler's natural beauty.

### 4. Protect and enhance open spaces, parks, and trees in a connected network for recreation and a healthy environment:

- Create a network of greenways, parks and open spaces linking city and county destinations, such as the lakes and the state park.
- Encourage development of new neighborhood parks.
- Encourage the planting of trees along streets and in public and private places. Encourage amenities in older parks, including lighting and security.

### 5. Provide transportation options:

- Encourage continuous bicycle and pedestrian routes and trails that connect city destinations.
- Adopt land use strategies that create higher-density, mixed-use clusters of "transit-ready" development that can support expansion of the public transportation system.
- Plan for and preserve potential new transportation corridors and work with regional partners to support efficient transportation options throughout east Texas.
- Emphasize links within the city via multimodal connections with the airport, rail, and bus services.
- Accommodate regional traffic flow by proactively planning for future corridors and alternate routes and connectivity options.
- Identify and develop specific gateways.

# Strategic PLANNING CONT.

## 6. Reinvigorate the City Center to be the downtown of East Texas:

- Develop a major downtown neighborhood of new and rehabilitated housing to provide the foundation for shopping, restaurants, culture, arts and entertainment in the evenings and on the weekend.
- Bring focus to culture, arts, entertainment, and education through a concentration of cultural and entertainment venues downtown.
- Program events throughout the year to attract visitors from around the region.
- Develop a transportation hub downtown.
- Enlist Smith County, area churches and other entities to recruit downtown programs and investments.

## 7. Preserve, enhance, and communicate Tyler's historic heritage:

- Protect the integrity of local and national historic districts, balancing strategies with private property rights.
- Conserve unique character through preservation of historic buildings throughout the city.
- Encourage infill development that, while expressing its own time, is respectful of historic character.
- Create heritage trails and historic markers to identify diverse aspects of Tyler's history, such as African American heritage, the rose industry, the oil and gas industry, and the railroad industry.

## Cultivate an environment that drives business and Tyler's medical and educational institutions:

- Sustain policies that allow businesses to flourish.
- Continue to foster the city's role as the retail hub of a broad region.
- Maintain support for the medical centers, colleges, and the university.
- Foster an innovation economy based on high quality jobs, enterprises and a high-quality public education system. preserving Tyler's historic heritage will be one key to keeping its unique character.
- Continue to be the economic driver and leader in the east Texas region.

## Maintain excellent municipal facilities and services:

- Continue city government's focus on meeting the highest standards of responsiveness, service and efficiency.
- Provide excellent value for taxpayer dollars.
- Continue to recruit, retain, promote and develop high quality staff.
- Maintain existing infrastructure and provide for growth.
- Measure customer satisfaction frequently to ensure accountability in providing quality customer service.

## Maintain and enhance our strong Community and regional partnerships:

- Building on a tradition of philanthropy and public-private partnerships, bring together the public, private, and nonprofit sectors to realize the Tyler 1st Next Generation vision.
- Expand participation throughout the Tyler community.
- Continue to reach out and enhance partnerships with school districts, neighboring cities, and county government.

## Cultivate life-long learning through high quality education and skill development at every level:

- Develop Tyler as an educational destination.
- Champion, support and partner with K-12 public schools, colleges and universities for excellence in academic achievement.
- Encourage an environment of education and life-long learning in families.
- Collaborate with business entities to enhance educational efforts and skill development.
- Recognize that education directly impacts economic development and quality of life.

Progress towards the goals outlined in the Tyler 1st documents can be view by visiting the Tyler 1st website.

### City of Tyler's Strategic Planning

When creating the City's strategic Plan, the vision and principles of Tyler 1st were heavily considered. In each of the goals listed in the chart below, there is direct alignment between the chapters of Tyler 1st and the goals of the City of Tyler.

# Citywide STRATEGIC PLAN 2020-2022

## • CITY OF TYLER | TYLER 1<sup>ST</sup> GOALS

Our **vision** is to be the standard for performance excellence in local government

Our **mission** is to SERVE the community to make a positive difference.

Our **values** are SERVE: *Streamline, Empower, Respond, Venture, Evaluate*

### Tyler 1st Chapters:

4. Downtown Master Plan (DMP)
5. North End Revitalization (NER)
6. Historic Preservation (HP)
7. Parks, Open Space, Recreation & Lakes (POSR&L)
8. Housing, Neighborhoods & Community Identity (HN&CI)
9. Business & Economy (B&E)
10. Transportation and Circulation (T&C)
11. Public Facilities & Services (PF&S)
12. Future Land Use & Annexation Guide (FLU&AG)
13. Education (E)

### Goal 1: Public Safety & Unified Neighborhoods

- Preserve community security through policing (11. PF&S)
- Protect lives and property with fire and emergency services (11. PF&S)
- Sustain and maintain established neighborhoods (8. HN&CI)
- Expand housing options for low and moderate income families (8. HN&CI)

### Goal 2: Quality of Life & Place

- Create full-service, mixed-use destination Downtown (4. DMP)
- Ensure Historic Preservation (6. HP)
- Enhance and promote culture, tourism and recreation (7. POSR&L)

### Goal 3: Infrastructure Improvements and Investment

- Improve travel in Tyler (10. T&C)
- Prepare to become the regional water & wastewater provider by providing strategic focus and initiatives for TWU (11. PF)
- Address and control storm water (11. PF&S)
- Maintain and enhance city facilities and public services (11. PF&S)

### Goal 4: Development & Growth

- Encourage growth and economic development through use of Public/Private Partnerships (PPP) (9. B&E)
- Develop an innovation economy (9. B&E)
- Focus on balanced and sustainable growth (9. B&E)
- Promote the Airport as a regional hub (9. B&E)
- Improve collaborative approaches through partnerships with schools, colleges, and county (11. PF&S)

### Goal 5: Leverage Fiscal, Technological & Human Resources (Organizational Development & Resource Management)

- Practice sound financial management (11. PF&S)
- Build and maintain a talented and experienced workforce (11. PF&S)
- Maintain and enhance technology (9. B&E)
- Support the SERVE Culture (11. PF&S)



**BUDGET SUMMARY**  
*All Funds*

# Combined Statement OF REVENUES AND EXPENDITURES- ALL FUNDS

## FISCAL YEAR 2022 – 2023

FUND	OPENING BALANCE	REVENUES	EXPENDITURES	TRANSFERS IN / (TRANSFERS OUT)	CLOSING BALANCE
101 General	18,237,434	86,810,085	83,408,918	(3,401,167)	18,237,434
102 General Capital Projects	2,656,728	9,000	2,386,161	93,811	373,378
103 Street Improvements	236,353	1,394	2,029,801	1,829,862	37,808
202 Development Services	1,243,343	2,679,350	2,629,063	-	1,293,630
204 Cemeteries Operating	18,108	185,869	470,870	315,000	48,107
205 Police Forfeitures	283,981	63,233	177,000	-	170,214
206 Park Improvement Fund	168,416	675,385	662,000	-	181,801
207 Court Special Fees	11,544	501,019	485,821	-	26,742
208 Economic Development Fund	359,253	1,500	208,750	275,000	427,003
211 Hotel Occupancy Tax	2,133,912	4,303,062	1,080,900	132,200	5,488,274
217 TIF/TIRZ # 4	67,991	102,666	-	-	170,657
218 TIF/TIRZ # 3	741,960	128,371	5,000	-	865,331
219 Tourism and Convention	343,422	967,900	3,166,096	2,480,000	625,226
234 Passenger Facility	221,167	152,000	-	(72,000)	301,167
235 Rainy Day Fund	8,290,145	115,000	100,000	-	8,305,145
236 PEG Fee	1,156,578	244,168	316,116	-	1,084,630
274 Homeownership and Housing	429	14	-	-	443
276 Housing Assistance	866,209	9,688,763	10,156,974	-	397,998
285 MPO	-	831,823	831,823	-	-
286 Transit System	150,398	4,417,764	4,817,764	400,000	150,398
294 Community Development Grant	86,889	814,475	804,475	-	96,889
295 Home Grant	18,335	1,076,168	1,076,168	-	18,335
302 HOT Debt Service Fund	2,437	-	592,800	592,800	2,437
502 Utilities Operations	15,265,188	51,251,413	39,217,358	(10,984,134)	16,315,109
503 Utilities Construction	5,001,704	5,962,090	15,630,488	5,500,000	833,306
504 Utilities Debt Service	994,690	5,768,141	10,184,363	4,558,482	1,136,950
505 Utilities Debt Reserve	818,364	15,837	-	-	834,201
524 Airport	939,099	1,907,222	1,949,613	2,525	899,233
560 Solid Waste	2,311,378	17,276,578	15,874,822	(1,175,653)	2,537,481
562 Solid Waste Capital	320,969	5,000	860,000	725,000	190,969
575 Storm Water	1,810,302	2,249,908	2,919,073	-	1,141,137
639 Productivity	2,448,253	45,428	1,389,910	550,000	1,653,771
640 Fleet Maintenance/ Replacement	5,484,548	16,773,911	16,844,421	(100,000)	5,314,038
650 Property and Liability	74,924	3,833,338	3,380,671	-	527,591
661 Active Employees Benefits	2,147,143	15,899,987	15,566,878	-	2,480,252
663 Facilities Maintenance	1,181,083	612,305	1,371,015	227,611	649,984
671 Technology	1,528,902	5,329,830	7,032,196	1,307,000	1,133,536
713 Cemeteries Trust	3,254,963	124,600	-	(15,000)	3,364,563
761 Retired Employees Benefits	78,916	2,945,559	2,959,913	-	64,562

# Major REVENUE SOURCES

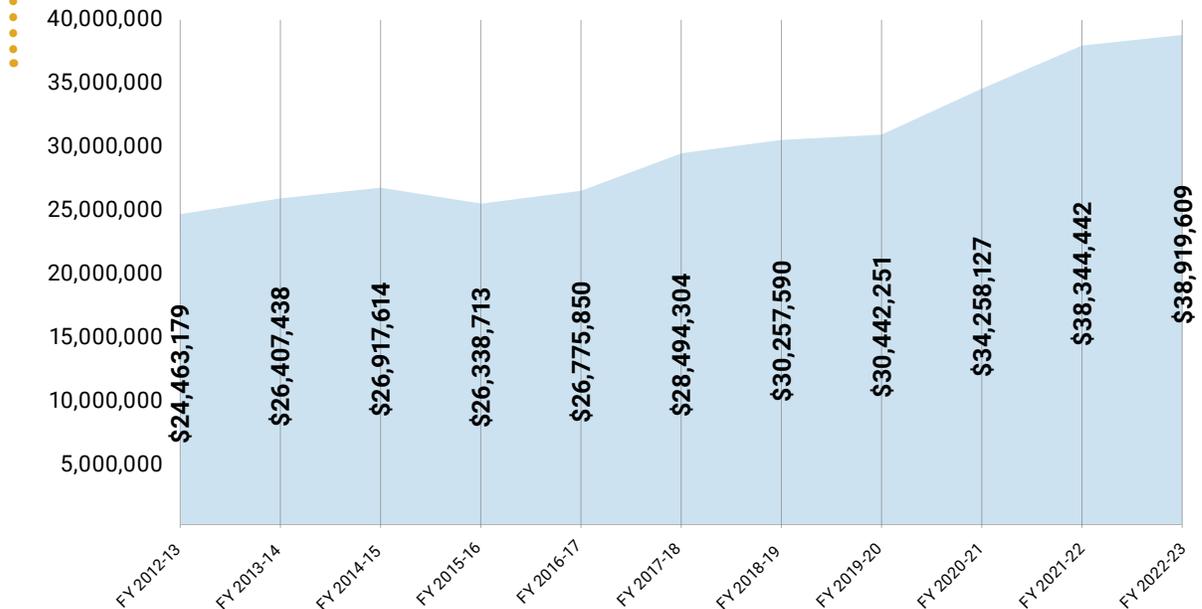
## GENERAL FUND

As indicated by the chart below, General Fund revenues for FY2022-2023 are projected at \$86,810,085, which is an increase of 10.26 percent over the FY2022-2023 budget of \$78,728,858. As indicated in the chart below the increase is primarily due to increases in projected increases in Sales tax and property tax revenue from new construction/growth in appraisal values.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>REVENUES</b>				
Property Taxes	23,377,890	25,238,387	25,198,767	27,223,265
Franchises	10,708,605	11,038,781	10,472,034	11,204,758
Sales & Use Taxes	34,854,058	34,305,369	38,956,592	39,568,835
Licenses & Permits	452,933	451,915	473,619	503,513
Fines & Penalties	3,766,491	3,791,590	4,005,485	3,961,000
Use of Money & Property	225,911	220,000	203,352	230,480
Current Services	2,466,694	2,635,739	2,550,151	2,817,593
Other Agencies	484,662	607,365	628,668	607,365
Miscellaneous	774,157	439,712	745,043	693,276
<b>TOTAL REVENUES</b>	<b>77,111,401</b>	<b>78,728,858</b>	<b>83,233,711</b>	<b>86,810,085</b>

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 45 percent of the fund's total revenues. Actual collections for FY2021-2022 are projected to be higher than budgeted. The City is projecting a 1.5% increase in budget for FY2022-2023 compared to the current year projected collections.

# Major REVENUE SOURCES CONT.

## 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. In order to fund a street improvement fund the City increased its current rate by one cent. The current tax rate at .261850 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
2013-2014	0.2200000	7,012,396,334	
2014-2015	0.2200000	7,191,673,279	2.56%
2015-2016	0.2200000	7,519,723,382	4.56%
2016-2017	0.2300000	7,807,290,136	3.82%
2017-2018	0.2400000	8,117,880,826	3.98%
2018-2019	0.2444520	8,675,367,458	6.87%
2019-2020	0.2599000	9,064,015,823	4.48%
2020-2021	0.2590000	9,397,648,602	3.68%
2021-2022	0.2699000	9,770,807,914	3.97%
2022-2023	0.2618500	10,948,828,831	12.06%

## FRANCHISES

Franchise taxes are 13 percent of the total General Fund revenues for FY2022-2023. 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 5 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. A continued effort is being made to increase collections within the court and to encourage payment of fines.

# Major REVENUE SOURCES CONT.

## DEVELOPMENT SERVICES

As indicated by the chart below, Development Services revenues for FY2022-2023 are projected at \$2,679,350, which is an increase from the FY2021-2022 appropriated budget of \$2,224,809. The Development Services revenue is determined using trend analysis. 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.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>REVENUES</b>				
Building Permits	1,208,071	1,308,764	1,539,767	1,616,755
Electrical Permits	172,218	160,000	199,673	185,000
Plumbing Permits	134,787	118,450	132,806	135,000
Zoning Permits	70,946	75,000	79,210	80,000
Mechanical Permits	59,526	90,000	89,045	90,000
Cert. of Occupancy Fees	24,550	30,000	30,000	30,000
Local TABC Fee	9,160	15,000	8,410	15,000
Billboard Registration	16,660	17,595	15,895	17,595
Sign Permits	19,132	40,000	36,819	60,000
Contractor License	22,065	50,000	35,450	50,000
House Moving Permits	-	-	-	-
Permit Fee - Clearing	-	-	-	-
Interest Earnings	12,571	30,000	9,069	10,000
Copying/Printing Fees	-	-	-	-
Platting Fees	100,584	70,000	82,174	80,000
Miscellaneous Income	-	-	-	-
Contractor Testing Fees	283,833	160,000	287,668	250,000
Subdivision Plan Review	50,000	60,000	60,000	60,000
<b>TOTAL REVENUES</b>	<b>2,184,503</b>	<b>2,224,809</b>	<b>2,605,986</b>	<b>2,679,350</b>

## HOTEL/MOTEL TAX

Revenues in the Hotel/Motel Tax Fund are projected to increase 13 percent over FY2021-2022 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 the same level as the previous year.

## TOURISM AND CONVENTION FUND

Revenues in the Tourism and Conventions Fund are projected to remain relatively constant. Revenue for rentals and concessions are projected using trend analysis.

# Major REVENUE SOURCES CONT.

## 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 FY2022-2023 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 Metropolitan Planning Organization (MPO) Planning Grant and the Transportation Authority (TSA) Grant. All grants in this fund are reimbursement type grants.

## UTILITIES FUND

As indicated by the chart below, Utility Fund revenues for FY2022-2023 are projected at \$51,251,413, which is an increase over the FY2021-2022 budget of \$43,847,342. The major sources of revenue for the Utilities Fund are the Water and Sewer charges. Both revenues are determined through rate studies; a recently completed rate study indicated a need for increased sewer rates to be phased in over several fiscal years. In FY 2022-2023 there were no increases to water or sewer base rates. The City of Tyler is moving from a declining rate structure for water and sewer rates to a uniform volumetric rate. This will be phased in over a five-year period with the water and sewer rates being uniform in year 5.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>REVENUES</b>				
Use of Money and Property	161,903	150,637	143,103	142,867
Charges for Current Services	43,739,030	43,653,990	44,785,514	51,058,796
Miscellaneous Income	62,754	42,715	45,222	49,750
<b>TOTAL REVENUES</b>	<b>43,963,687</b>	<b>43,847,342</b>	<b>44,973,839</b>	<b>51,251,413</b>

## 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, 2022 will total \$127,230,000. The current debt service requirement for revenue debt is \$10,169,363 including interest. The City continues to evaluate capital projects to determine funding sources on a yearly basis.

## 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. Six 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.

# Major REVENUE SOURCES CONT.

## AIRPORT OPERATING FUND

As indicated by the chart below, Airport Operating revenues for FY2022-2023 are projected at \$986,817, which is a decrease from the FY2021-2022 budget. 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 facilities 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.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>USE OF MONEY AND PROPERTY</b>				
Airline Facilities Rental	45,000	45,000	45,000	45,000
Airport Long-Term Parking	304,259	377,981	370,969	360,000
Interest Earnings	6,735	6,000	2,490	3,000
Landing Fees	38,517	42,133	45,776	45,000
Restaurant Concessions	12,084	9,600	8,643	9,500
FAA Building Rental	56,760	53,614	50,408	55,806
Car Leasing Rental	282,619	272,452	289,387	290,000
Agricultural Lease	418	1,868	2,111	1,693
Hangar Land Lease	106,419	121,367	111,931	129,791
HAMM	15,000	15,000	15,000	15,000
Common Use Fees	12,359	14,700	15,559	15,000
Wash Bay Fees	9,024	14,000	12,080	11,500
Non Aviation Land Lease	20,071	21,500	4,299	5,527
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>909,265</b>	<b>995,215</b>	<b>973,653</b>	<b>986,817</b>

# Major REVENUE SOURCES CONT.

## 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 FY2022-2023 are projected at \$17,276,578, which increased over the FY2021-2022 budget of \$15,725,649. The major sources of revenue for the Solid Waste fund include the residential, commercial and roll-off charges for services. The increase in revenues are derived from an increase in the base collection rate for both residential and commercial customers based on an annual review of CPI.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>USE OF MONEY AND PROPERTY</b>				
Rent - Miscellaneous	10,418	6,189	4,925	6,084
Interest Earnings	3,638	3,969	2,385	2,281
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>14,056</b>	<b>10,158</b>	<b>7,310</b>	<b>8,365</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
Residential Sanitation Fees	7,455,695	8,365,860	8,370,094	8,961,000
Commercial Fees	4,582,604	4,568,412	4,604,086	4,803,359
Roll-Off Collection Fees	1,631,072	1,731,811	1,721,229	1,717,905
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>13,669,371</b>	<b>14,666,083</b>	<b>14,695,409</b>	<b>15,482,264</b>
<b>RECYCLE SALES</b>				
Recycle Sales	100,021	85,000	114,885	128,140
<b>TOTAL RECYCLE SALES</b>	<b>100,021</b>	<b>85,000</b>	<b>114,885</b>	<b>128,140</b>
<b>MISCELLANEOUS INCOME</b>				
Landfill Royalty Fee	701,657	692,743	803,949	793,761
Miscellaneous Income	40,684	271,665	852,906	864,048
Landfill Tipping Fee	633,365	-	-	-
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>1,375,706</b>	<b>964,408</b>	<b>1,656,855</b>	<b>1,657,809</b>
<b>TOTAL REVENUES</b>	<b>\$15,159,154</b>	<b>\$15,725,649</b>	<b>\$16,474,459</b>	<b>\$17,276,578</b>

## STORM WATER FUND

The Storm Water Fund is responsible for the maintenance, management, and regulatory compliance of the storm water system. This revenue is collected as a percentage of water charges and is restricted for use for storm drainage improvements. The revenue increased from 6% to 7% for FY2022-2023.

# Positions Summary ALL FUNDS

## FISCAL YEAR 2022 – 2023

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>GENERAL SERVICES</b>					
Capital Projects					
City Manager	2.00	2.00	2.00	2.00	2.00
Communications	2.47	5.00	5.00	5.00	5.00
Engineering	4.85	5.00	5.00	5.00	5.00
Finance	9.75	9.75	9.75	9.75	9.75
Fire Department	162.00	164.00	164.00	166.00	168.00
Human Resources	6.60	6.60	7.00	8.00	8.00
Animal Services	15.00	15.00	15.00	15.00	15.00
Legal	8.00	8.00	8.00	8.00	8.00
Library	18.00	18.00	18.00	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
Court Special Fee	2.00	2.00	2.00	2.00	2.00
Parks and Recreation	17.50	17.30	17.30	17.30	17.30
Parks and Recreation - Indoor Recreation	7.00	7.00	8.00	8.00	8.00
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 - DEA Task Force	-	-	-	-	-
Police Department - COPPS Grant	4.00	4.00	6.00	6.00	6.00
Police Department - Operations	240.25	242.00	242.00	244.00	244.00
Street	28.00	28.00	28.00	28.00	28.00
Traffic Engineering	11.76	10.00	10.00	10.00	10.00
<b>TOTAL</b>	<b>566.42</b>	<b>572.65</b>	<b>576.05</b>	<b>581.05</b>	<b>583.05</b>

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>DEVELOPMENT SERVICES FUND</b>					
Building Inspections	12.00	13.00	13.00	13.00	13.00
Planning and Zoning	7.00	7.00	7.00	7.00	7.00
<b>TOTAL</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>WATER UTILITIES FUND</b>					
Lake Tyler	10.00	10.00	10.00	10.00	10.00
Storm Water Management	13.22	13.00	13.00	13.00	13.00
Wastewater Collection	26.00	26.00	26.00	26.00	26.00
Wastewater Treatment	30.00	32.00	32.00	32.00	32.00
Water Administration	7.00	8.00	8.00	8.00	8.00
Water Purchasing	3.00	3.00	3.00	3.00	3.00
Water GIS	6.00	9.00	9.00	9.00	9.00
Water Business Office	19.00	19.00	19.00	19.00	19.00
Water Consent Decree	1.00	-	-	-	-
Water Distribution	33.00	30.00	32.00	32.00	32.00
Water Plant	28.00	27.00	27.00	27.00	27.00
<b>TOTAL</b>	<b>176.22</b>	<b>177.00</b>	<b>179.00</b>	<b>179.00</b>	<b>179.00</b>

# Positions Summary ALL FUNDS CONT.

## FISCAL YEAR 2022 – 2023

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>SOLID WASTE FUND</b>					
Solid Waste Administration	7.00	7.00	7.00	7.00	7.00
Solid Waste Code Enforcement	11.00	11.00	11.00	11.00	11.00
Solid Waste Commercial	16.00	16.00	16.00	16.00	16.00
Solid Waste Keep Tyler Beautiful	1.00	1.00	1.00	1.00	1.00
Solid Waste Residential	32.00	30.00	30.00	30.00	30.00
<b>TOTAL</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>AIRPORT FUND</b>					
Airport	11.00	11.00	11.00	11.00	11.00
<b>TOTAL</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

Full Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>OTHER FUNDS</b>					
Cemeteries	3.00	4.00	4.00	4.00	4.00
Community Development	3.60	2.60	2.70	2.70	2.70
Fleet Maintenance	15.00	15.00	16.00	16.00	16.00
FSS Homeownership	1.00	1.00	1.00	1.00	1.00
HOME	0.30	0.30	0.20	0.20	0.20
Housing	10.10	11.10	11.10	11.10	11.10
MPO	-	-	-	-	-
Productivity	3.75	1.00	2.00	2.00	2.00
Property and Facility Management	2.00	2.00	2.00	2.00	2.00
Property, Liability, Disability and Workers Compensation	1.40	1.40	1.00	1.00	1.00
Employee Benefits	-	-	-	-	-
Retiree Benefits	-	-	-	-	-
Technology Services	13.00	13.00	13.00	14.00	14.00
Tourism - Main Street	4.76	4.40	4.40	4.40	4.40
Tourism - Rose Garden Center	4.00	4.00	4.00	4.00	4.00
Tourism - Visitor's Facility	5.20	5.30	5.30	5.30	7.30
Tourism - Rose Garden Maintenance	7.00	7.00	7.00	7.00	7.00
Transit	25.25	25.25	27.25	27.25	29.25
<b>TOTAL</b>	<b>99.36</b>	<b>97.35</b>	<b>100.95</b>	<b>101.95</b>	<b>105.95</b>
<b>GRAND TOTAL</b>	<b>937.00</b>	<b>943.00</b>	<b>952.00</b>	<b>958.00</b>	<b>964.00</b>

# Positions Summary ALL FUNDS CONT.

## FISCAL YEAR 2022 – 2023

Part Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>GENERAL SERVICES</b>					
Library	14.00	14.00	14.00	14.00	14.00
Parks and Recreation - Indoor Recreation	3.00	3.00	2.00	2.00	2.00
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
<b>TOTAL</b>	<b>21.00</b>	<b>21.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

Part Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>SOLID WASTE FUND</b>					
Solid Waste Keep Tyler Beautiful	-	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

Part Time	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>OTHER FUNDS</b>					
Property, Liability, Disability and Workers Compensation	1.00	1.00	1.00	1.00	1.00
Tourism - Visitor's Facility	2.00	3.00	3.00	3.00	3.00
Technology Services	-	-	1.00	-	-
<b>TOTAL</b>	<b>3.00</b>	<b>4.00</b>	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>
<b>GRAND TOTAL</b>	<b>24.00</b>	<b>26.00</b>	<b>26.00</b>	<b>25.00</b>	<b>25.00</b>

Substitutes / Temporary Employees	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>GENERAL SERVICES</b>					
Library	7	7	7	7	7
Parks and Recreation - Outdoor Recreation	31	31	31	31	31
Traffic Engineering	40	40	40	40	40
<b>TOTAL</b>	<b>78.00</b>	<b>78.00</b>	<b>78.00</b>	<b>78.00</b>	<b>78.00</b>

Substitutes / Temporary Employees	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>OTHER FUNDS</b>					
Tourism - Visitor's Facility	1	-	-	-	-
Transit	6	6	6	6	6
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>4.00</b>
<b>GRAND TOTAL</b>	<b>85.00</b>	<b>84.00</b>	<b>84.00</b>	<b>84.00</b>	<b>84.00</b>



**GENERAL**  
*Fund*



# General FUND (101)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Unreserved Fund Balance	\$7,854,034	\$4,720,172	\$4,720,172	\$7,044,104
Operating Reserve	10,274,240	10,642,464	10,642,464	11,193,330
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>18,128,274</b>	<b>15,362,636</b>	<b>15,362,636</b>	<b>18,237,434</b>
<b>REVENUES</b>				
Property Taxes	23,377,890	25,238,387	25,198,767	27,223,265
Franchises	10,708,605	11,038,781	10,472,034	11,204,758
Sales & Use Taxes	34,854,058	34,305,369	38,956,592	39,568,835
Licenses & Permits	452,933	451,915	473,619	503,513
Fines & Penalties	3,766,491	3,791,590	4,005,485	3,961,000
Use of Money & Property	225,911	220,000	203,352	230,480
Current Services	2,466,694	2,635,739	2,550,151	2,817,593
Other Agencies	484,662	607,365	628,668	607,365
Miscellaneous	774,157	439,712	745,043	693,276
<b>TOTAL REVENUES</b>	<b>77,111,401</b>	<b>78,728,858</b>	<b>83,233,711</b>	<b>86,810,085</b>
<b>EXPENDITURES</b>				
General Government	7,784,210	8,135,158	8,027,355	8,794,711
Police	29,138,680	30,740,780	30,332,503	33,577,663
Police Grants	308,034	387,747	409,781	430,561
Fire	19,483,357	20,474,404	20,160,413	22,997,723
Public Services	6,726,243	7,895,189	7,598,815	8,681,684
Parks and Recreation	3,980,631	4,448,854	4,404,110	4,528,834
Library	1,635,411	1,887,670	1,702,972	2,014,641
Municipal Court	1,893,192	2,073,172	1,986,251	2,383,101
<b>TOTAL EXPENDITURES</b>	<b>70,949,758</b>	<b>76,042,974</b>	<b>74,622,200</b>	<b>83,408,918</b>
Transfer In	-	-	-	-
Fair Plaza Fund (240)	-	-	-	-
(Transfer Out)	(8,927,281)	(5,736,713)	(5,736,713)	(3,401,167)
General Capital Projects (102)	(3,125,000)	(2,582,000)	(2,582,000)	(70,000)
Quality Street Commitment Fund (103)	(1,602,420)	(1,953,408)	(1,953,408)	(1,829,862)
Cemetery (204)	-	(200,000)	(200,000)	(300,000)
TIF/ TIRZ #4 (217)	-	-	-	-
Transit (286)	(94,122)	(50,000)	(50,000)	(400,000)
Property Facility (663)	(101,304)	(401,305)	(401,305)	(101,305)
Productivity Fund (639)	(250,000)	(250,000)	(250,000)	(250,000)
Technology Admin (671)	(300,000)	(300,000)	(300,000)	(450,000)
Rainy Day Fund (235)	(3,454,435)	-	-	-
Unreserved Fund Balance	4,720,172	3,543,550	7,044,104	5,726,096
Operating Reserve	10,642,464	11,406,446	11,193,330	12,511,338
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>\$15,362,636</b>	<b>\$12,311,807</b>	<b>\$18,237,434</b>	<b>\$18,237,434</b>

# General FUND (101)

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>PROPERTY TAXES</b>				
Current	\$23,110,215	\$24,923,714	\$24,873,066	\$26,914,322
Delinquent	81,962	159,474	146,088	138,693
Penalty and Interest	185,713	155,199	179,613	170,250
<b>TOTAL PROPERTY TAXES</b>	<b>23,377,890</b>	<b>25,238,387</b>	<b>25,198,767</b>	<b>27,223,265</b>
<b>FRANCHISES</b>				
Power and Light	4,478,212	4,635,627	4,505,044	4,505,044
Natural Gas	1,064,509	1,081,740	1,039,502	1,047,933
Telephone	599,851	595,082	545,561	599,852
Cable Television	1,171,237	1,157,839	1,115,349	1,115,349
Commercial Waste Hauler	1,001,707	1,096,561	1,044,462	1,096,561
Water and Sewer Franchise	2,393,088	2,471,932	2,222,116	2,840,019
<b>TOTAL FRANCHISES</b>	<b>10,708,605</b>	<b>11,038,781</b>	<b>10,472,034</b>	<b>11,204,758</b>
<b>SALES AND USE TAXES</b>				
Sales Taxes	34,258,123	33,837,660	38,344,442	38,919,609
Mixed Drink Taxes	549,484	432,413	566,480	602,911
Bingo Taxes	46,451	35,296	45,670	46,315
<b>TOTAL SALES AND USE TAXES</b>	<b>34,854,058</b>	<b>34,305,369</b>	<b>38,956,592</b>	<b>39,568,835</b>
<b>LICENSES AND PERMITS</b>				
Parking Meters	101,464	88,915	140,513	140,513
Wrecker Permits	3,327	4,000	3,600	4,000
Burglar Alarms	348,142	359,000	329,506	359,000
<b>TOTAL LICENSES AND PERMITS</b>	<b>452,933</b>	<b>451,915</b>	<b>473,619</b>	<b>503,513</b>
<b>FINES &amp; PENALTIES</b>				
Moving Violations	1,978,973	1,969,370	2,035,340	2,000,000
Tax Fees	133,266	117,777	141,264	140,000
Arrest Fees	95,299	99,935	103,102	100,000
Administrative Fees	63,321	89,841	107,734	102,000
Warrant Fees	215,817	215,000	208,450	200,000
Child Safety	151,332	138,107	99,918	100,000
Court Security	-	-	-	-
Miscellaneous Court	44,819	55,000	37,974	40,000
Time Payment Fees	-	-	-	-
Special Court Fees	695,128	824,560	907,804	900,000
Collection Firm Fees	282,054	200,000	270,938	280,000

# General FUND (101) CONT.

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Court Fee - Clearing	11,842	-	-	-
Partners for Youth	-	-	-	-
Omnibase Program	22,520	15,000	15,146	23,000
Parking Fines	50,798	50,000	56,741	55,000
Scofflaw	11,816	10,000	12,735	12,000
Animal Fines	9,506	7,000	8,339	9,000
<b>TOTAL FINES AND PENALTIES</b>	<b>3,766,491</b>	<b>3,791,590</b>	<b>4,005,485</b>	<b>3,961,000</b>

### USE OF MONEY AND PROPERTY

Glass Center Rental	16,776	30,000	22,813	30,000
Senior Citizen Rental	630	5,000	2,520	5,000
Miscellaneous Rent	41,499	31,000	49,720	35,000
Ballfield Concessions	-	2,500	-	2,500
Glass Rec Concessions	647	1,500	744	1,500
Fair Plaza Non-Tenant Parking	-	-	-	6,480
Interest Earnings	166,359	150,000	127,555	150,000
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>225,911</b>	<b>220,000</b>	<b>203,352</b>	<b>230,480</b>

### CURRENT SERVICES

Swimming Pool	1,751	1,665	9,700	9,500
Fire Inspection	56,748	104,000	39,931	104,000
Lot Mowing	42,689	61,138	47,592	61,138
Glass Membership	45,966	50,000	51,853	50,000
Copying Fees	10,678	20,000	20,000	20,000
Utility Cuts	132,000	132,000	132,000	132,000
Library Non Resident Fees	20,182	22,222	23,985	22,222
Library Lost Books	2,696	2,400	3,071	2,400
Library Fines	18,526	32,200	23,675	32,200
Non Resident Internet Use	1,726	4,000	1,819	4,000
Open Records	28,246	33,000	33,000	33,000
Overhead Reimbursement - Fund 219	47,566	47,566	47,568	47,566
1/2 Cent Administration Costs	175,000	175,000	175,000	183,750
Overhead Reimbursement - Fund 502	1,332,641	1,332,641	1,332,640	1,399,273
Overhead Reimbursement - Fund 560	246,837	246,747	246,748	259,084
Volleyball Fees	-	2,005	-	2,005
Tournament Fees	-	-	-	8,500
Other Sports Fees	365	5,655	5,655	5,655

# General FUND (101) CONT.

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Field Maintenance	66,849	75,000	73,500	75,000
Recreation Classes/Events	10,713	50,000	35,129	50,000
Faulkner Tennis Center	519	-	-	-
Animal Adoption Fees	23,461	24,000	34,380	35,000
Animal Shelter Fees	17,447	13,200	18,397	15,000
Fire Cost Recovery Fees	184,088	201,300	194,508	266,300
<b>TOTAL CURRENT SERVICES</b>	<b>2,466,694</b>	<b>2,635,739</b>	<b>2,550,151</b>	<b>2,817,593</b>
<b>OTHER AGENCIES</b>				
State Government	12,722	20,000	38,953	20,000
Income from Restitution	-	-	-	-
Auto Theft Task Force	123,578	124,681	127,873	124,681
School Crossing Guards	220,130	258,342	258,342	258,342
Comprehensive Traffic	35,548	64,000	64,000	64,000
County Haz-Mat Service	2,500	6,000	2,500	6,000
FEMA Reimbursements	-	-	-	-
US Marshal	-	-	-	-
Fire TCLEOSE Allocation	988	1,000	-	1,000
State JAG Allocation	-	18,000	27,500	18,000
COPS Grant	66,143	90,342	82,000	90,342
Federal JAG Allocation	23,053	25,000	27,500	25,000
Coronavirus Relief Funds	-	-	-	-
<b>TOTAL OTHER AGENCIES</b>	<b>484,662</b>	<b>607,365</b>	<b>628,668</b>	<b>607,365</b>
<b>MISCELLANEOUS</b>				
Miscellaneous	322,516	159,712	217,987	163,276
Unclaimed Property Revenue	16,740	15,000	30,378	15,000
Return Checks	235	-	125	-
Sale of Equipment	-	1,000	45	1,000
Junk Vehicle Revenue	635	-	-	-
Methane Gas Sales	422,431	250,000	482,508	500,000
Funeral Escorts	11,600	14,000	14,000	14,000
<b>TOTAL MISCELLANEOUS</b>	<b>774,157</b>	<b>439,712</b>	<b>745,043</b>	<b>693,276</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$77,111,401</b>	<b>\$78,728,858</b>	<b>\$83,233,711</b>	<b>\$86,810,085</b>

# General FUND (101) CONT.

## STATEMENT OF EXPENDITURES

### Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>GENERAL GOVERNMENT</b>				
General Government	\$683,493	\$928,413	\$904,454	\$915,762
Outside Agencies	401,035	361,035	362,943	361,035
GF Non-Dept Exp	3,309,820	2,968,637	2,899,753	3,121,711
Innovation and Economic Development	7,697	6,220	7,755	8,481
Finance	1,409,253	1,534,935	1,566,166	1,656,654
Legal	1,073,665	1,264,398	1,222,939	1,473,172
Communications	424,999	493,061	541,457	609,567
Human Resources	474,248	578,459	521,888	648,329
<b>TOTAL GENERAL GOVERNMENT</b>	<b>7,784,210</b>	<b>8,135,158</b>	<b>8,027,355</b>	<b>8,794,711</b>
<b>PUBLIC SAFETY</b>				
Police Services	29,138,680	30,740,780	30,332,503	33,577,663
State JAG	-	18,000	27,500	27,500
Federal JAG	22,789	34,000	34,000	34,000
COPS Grant	135,457	170,012	180,553	191,521
Auto Theft Task Force	137,066	145,735	147,728	157,540
L.E. Education Grant	12,722	20,000	20,000	20,000
Fire Services	19,483,357	20,474,404	20,160,413	22,997,723
<b>TOTAL PUBLIC SAFETY</b>	<b>48,930,071</b>	<b>51,602,931</b>	<b>50,902,697</b>	<b>57,005,947</b>
<b>PUBLIC SERVICES</b>				
Engineering Services	548,446	646,334	647,877	877,723
Streets	2,706,749	3,200,923	3,060,470	3,539,271
Traffic Operations	2,357,198	2,676,080	2,639,847	2,736,864
Parking Garage	11,800	30,550	32,221	27,520
Animal Services	1,102,050	1,341,302	1,218,400	1,500,306
<b>TOTAL PUBLIC SERVICES</b>	<b>6,726,243</b>	<b>7,895,189</b>	<b>7,598,815</b>	<b>8,681,684</b>
<b>PARKS &amp; RECREATION</b>				
Administration	2,862,667	2,890,987	2,939,227	3,120,910
Indoor Recreation	551,016	778,520	756,888	642,030
Outdoor Recreation	203,725	264,191	238,362	290,921
Median Maint/Arborist	363,223	515,156	469,633	474,973
<b>TOTAL PARKS &amp; RECREATION</b>	<b>3,980,631</b>	<b>4,448,854</b>	<b>4,404,110</b>	<b>4,528,834</b>
<b>LIBRARY</b>	<b>1,635,411</b>	<b>1,887,670</b>	<b>1,702,972</b>	<b>2,014,641</b>
<b>MUNICIPAL COURT</b>	<b>1,893,192</b>	<b>2,073,172</b>	<b>1,986,251</b>	<b>2,383,101</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$70,949,758</b>	<b>\$76,042,974</b>	<b>\$74,622,200</b>	<b>\$83,408,918</b>

# City Manager's OFFICE

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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	401,536	538,683	565,647	457,742
Supplies and Services	120,502	205,358	169,430	179,928
Sundry	71,259	87,104	85,668	177,810
Utilities	67,248	73,650	60,091	73,650
Maintenance	22,948	23,618	23,618	26,632
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>683,493</b>	<b>928,413</b>	<b>904,454</b>	<b>915,762</b>

## SERVICE POINT EXPENDITURES – OUTSIDE AGENCIES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	401,035	361,035	362,943	361,035
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>401,035</b>	<b>361,035</b>	<b>362,943</b>	<b>361,035</b>

## SERVICE POINT EXPENDITURES – NON-DEPARTMENT EXPENSES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	2,101,938	2,101,938	2,101,938	2,101,938
Supplies and Services	261,313	183,450	137,450	98,000
Sundry	1,032,822	658,249	660,365	921,773
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	25,000	-	-
<b>TOTAL</b>	<b>3,396,073</b>	<b>2,968,637</b>	<b>2,899,753</b>	<b>3,121,711</b>

# City Manager's OFFICE CONT.

## SERVICE POINT EXPENDITURES – INNOVATION & ECONOMIC DEVELOPMENT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	127	-	-	-
Sundry	3,306	3,400	3,360	3,717
Utilities	1,524	-	1,575	1,584
Maintenance	2,740	2,820	2,820	3,180
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>7,697</b>	<b>6,220</b>	<b>7,755</b>	<b>8,481</b>

## SERVICE POINT EMPLOYEES – CITY MANAGER'S OFFICE

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
City Manager	1	1	1	1	1
15) Executive Assistant	1	1	1	1	1
<b>TOTAL DEPARTMENT</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

# Finance SERVICES

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 2021-2022**

- Achieving 36th consecutive Certificate of Achievement for Excellence in Finance from the Government Finance Officers Association of the United States and Canada;
- Achieving 16th consecutive Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada;

**Goals for fiscal year 2022-2023**

- 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	824,698	918,240	880,275	1,003,293
Supplies and Services	179,366	201,504	187,318	233,567
Sundry	405,159	413,991	498,532	418,594
Utilities	30	200	41	200
Maintenance	-	1,000	-	1,000
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,409,253</b>	<b>1,534,935</b>	<b>1,566,166</b>	<b>1,656,654</b>

# Finance SERVICES CONT.

## SERVICE POINT EMPLOYEES – FINANCE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6) Chief Financial Officer	1	1	1	1	1
8 & 9) Accounting Manager	1	1	1	1	1
4) & 5) & 7) & 8) & 9) & 10) Accountant	2	2	2	2	2
3) Accounting Technician	3	3	3	3	3
13) Senior Accounting Technician	-	-	-	-	-
Payroll Technician	1	1	1	1	1
Accounts Payable Manager	1	1	1	1	1
Treasury Manager	0.75	0.75	0.75	0.75	0.75
<b>TOTAL DEPARTMENT</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>

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

- 1) Title change from Senior Staff Services Specialist to Senior Accounting Technician during FY 2007-2008.
- 2) Title change from Staff Services Specialist to Senior Benefit Specialist during FY 2007-2008 and transferred to Fund 661.
- 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 FY 11-12.

8) Downgraded Accounting Manager to Accountant FY 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.

13) One Senior Accounting Technician reclassified to Accounting Technician FY 18-19.

# 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 2021-2022**

- City Clerk received Texas Registered Municipal Clerk’s Certification
- FOG ordinance creation
- Smoking ordinance amendment Goals for fiscal year 2021-2022
- 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	926,781	1,038,769	1,041,194	1,252,256
Supplies and Services	90,087	168,027	124,221	164,432
Sundry	55,890	56,503	56,504	55,385
Utilities	19	260	260	260
Maintenance	888	839	760	839
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,073,665</b>	<b>1,264,398</b>	<b>1,222,939</b>	<b>1,473,172</b>

# Legal SERVICES CONT.

## SERVICE POINT EMPLOYEES – LEGAL

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
City Attorney	1	1	1	1	1
City Clerk	1	1	1	1	1
Deputy City Attorney	1	1	1	1	1
3, 4, 5, 7, 8) Assistant City Attorney	2	1	1	1	1
Assistant to City Attorney	1	1	1	1	1
Legal/Risk/City Clerk Secretary	1	1	1	1	1
Senior Assistant City Attorney	1	2	2	2	2
<b>TOTAL DEPARTMENT</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

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.

8) One Assistant City Attorney reclassified to Senior Assistant City Attorney FY 19-20.

# Communications SERVICES

## 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.
- Producing the annual State of the City event;
- Award writing for large City projects and initiatives.

## Awards

The Department received the Texas Association Municipal Information Office Award of Excellence for the production of the FY 2020-2021 Annual Report: Called to Serve

The Department received two Hermes Platinum awards for the production of the Walking with Bob- Employee Safety video and the Walking with Bob- How to Pay a Parking Ticket video

The Department received a Hermes Gold Award for the FY 2020-2021 Annual Report: Called to Serve

The Department received a Hermes Honorable Mention for the FY 2021 State of the City event

## SERVICE POINT EXPENDITURES – COMMUNICATIONS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	348,237	406,519	458,818	485,387
Supplies and Services	48,065	57,650	53,763	96,632
Sundry	28,448	28,677	28,676	27,283
Utilities	-	15	-	15
Maintenance	249	200	200	250
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>424,999</b>	<b>493,061</b>	<b>541,457</b>	<b>609,567</b>

# Communications SERVICES CONT.

## SERVICE POINT EMPLOYEES – COMMUNICATIONS

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
14, 19) Communications Manager	-	-	-	-	-
19, 21) Director of Marketing and Communications	0.47	1	1	1	1
20) Downtown Operations Coordinator	-	-	-	-	-
2, 18) SR Marketing/PR Specialist	1	1	1	1	1
22) Public Safety Public Information Officer	-	1	1	1	1
23) Public Works Public Information Officer	-	1	1	1	1
16) Multi-Media Specialist	1	1	1	1	1
<b>TOTAL REGULAR FULL-TIME</b>	<b>2.47</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

- |   |  |  |
|---|--|--|
| <p>1) Communications Director position transferred from City Manager for FY 2008-2009 with 7% paid by Stormwater</p> <p>2) Marketing/PR Specialist position transferred from City Manager for FY 2008-2009</p> <p>3) Capital Projects Coordinator Position Transferred From Engineering Department during FY 2008-2009</p> <p>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</p> <p>5) Lean Sigma Black Belt position transferred to Productivity Fund for FY 2009-2010</p> <p>6) Graphics Technician position transferred from Library FY2010-2011</p> <p>7) Graphics Technician Frozen for FY 2010-2011</p> <p>8) Part-time Graphics Technician position eliminated during FY 2011-2012</p> | <p>9) Communications Director title change to Director of External Relations Organization Development FY 2010-2011</p> <p>10) Director of External Relations Org Dev. Title change to Managing Director of External Relations FY 2011-2012</p> <p>11) Managing Director of External Relations downgraded to Senior Public Relations Specialist FY 12-13</p> <p>12) Assistant City Manger position 10% paid by Tourism-Visitors facility FY 2015-2016</p> <p>13) Added one Unpaid Intern FY 15-16</p> <p>14) One SR Public Relations Specialist/Grantwriter reclassified to Communications Manager FY 16-17</p> <p>15) One IT Specialist II reclassified from IT and added as IT Specialist/Channel 3 Tech added FY 15-16</p> <p>16) One IT Specialist/Channel 3 Tech reclassified to Multi-Media Specialist FY 16-17</p> | <p>17) Liberty Hall Manager reclassified to Downtown Operations Coordinator FY 16/17</p> <p>18)SR Marketing/PR Specialist remaining frozen FY 17/18</p> <p>19) Communications Manager reclassified to Director of Marketing and Communications FY 17/18 salary split 93% Communications, 7% Stormwater.</p> <p>20) Downton Operations Coordinator reclassified/ transferred to Liberty Hall Operations Coordinator FY 18/19</p> <p>21) Director of Marketing and Communications salary no longer split 100% Communications FY 19-20</p> <p>22) Public Safety Public Information Officer transferred to Communications from Productivity/Grants 75% &amp; PD 25% FY 19-20</p> <p>23)Public Works Public Information Officer reclassified from Senior Secretary &amp; transferred from PD FY 18-19</p> |
|---|--|--|

# Human Resources SERVICES

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 administration;
- 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	403,585	496,661	440,069	557,942
Supplies and Services	20,998	31,741	31,741	37,419
Sundry	49,565	49,932	49,952	52,843
Utilities	100	125	126	125
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>474,248</b>	<b>578,459</b>	<b>521,888</b>	<b>648,329</b>

## SERVICE POINT EMPLOYEES – HUMAN RESOURCES

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
13,18) Managing Director of Administration	0.60	0.60	-	-	-
Director of Organizational Development	-	-	1	1	1
2) Human Resource Manager	1	1	1	1	1
10, 17) Human Resource Representative	-	-	-	-	-
11) Human Resource Generalist	3	3	3	3	3
16) Human Resource Technician	1	1	1	1	1
12) Receptionist/Greeter	-	-	-	-	-
9) Volunteer Coordinator	1	1	1	1	1
15), 19) Benefits Coordinator	-	-	-	1	1
<b>TOTAL REGULAR FULL-TIME</b>	<b>6.60</b>	<b>6.60</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>

# Human Resources SERVICES CONT.

## SERVICE POINT EMPLOYEES – HUMAN RESOURCES

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
4) Human Resource Representative	-	-	-	-	-
Staff Services Representative	-	-	-	-	-
<b>TOTAL REGULAR PART-TIME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>6.60</b>	<b>6.60</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>

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

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 Representatives reclassified to HR Generalists FY 17-18

18) Managing Director of Administrative Services reclassified to Director of Organizational Development FY 20-21 salary split 60% HR & 40% Risk

19) Added Benefits Coordinator Position FY 21-22

## Police DEPARTMENT

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.

# Police DEPARTMENT CONT.

## Accomplishments for 2021-2022

- Hired and Trained 11 Officers
- Renovations at 621 W. Ferguson
- Upgraded Crime Scene Equipment / Capabilities
- Purchase of 13 Patrol Vehicles
- (2) Additional Officers
- Renovation of Showers at 711 W. Ferguson
- Purchase of Golf Cart
- Improved Equipment
- -Radio System Upgrade
- Purchased 26 Gtac A140 Tablets for In-Car Use
- CALEA Reaccreditation

- Gun Range Repairs / Improvements
- Continued Purchase of Handguns
- Expansion of 40mm launcher program
- Established Priority Response Team
- Lake Tyler Boat Patrol-Created Homeless Liaison Officer
- Created 2nd Digital Forensic Investigator

## Goals 2022-2023

- Axon Body Camera / In-Car Video / Taser implementation
- Obtain TCOLE Academy License
- Renovation of classroom for Academy
- Opening of new CSI Offices and Crime Lab
- Continued Purchase of Handguns

## SERVICE POINT EXPENDITURES – POLICE SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	24,910,601	25,888,245	25,559,944	28,380,022
Supplies and Services	960,403	1,054,468	994,408	1,514,004
Sundry	1,801,940	1,806,939	1,806,939	1,838,449
Utilities	114,843	131,960	125,533	143,260
Maintenance	1,304,711	1,640,722	1,629,244	1,701,928
Capital Outlay	46,182	218,446	216,435	-
<b>TOTAL</b>	<b>29,138,680</b>	<b>30,740,780</b>	<b>30,332,503</b>	<b>33,577,663</b>

## SERVICE POINT EXPENDITURES – STATE JAG

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	18,000	27,500	27,500
<b>TOTAL</b>	<b>-</b>	<b>18,000</b>	<b>27,500</b>	<b>27,500</b>

# Police DEPARTMENT CONT.

## SERVICE POINT EXPENDITURES – FEDERAL JAG

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	1,878	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	20,911	34,000	34,000	34,000
<b>TOTAL</b>	<b>22,789</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>

## SERVICE POINT EXPENDITURES – COPS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	135,457	170,012	180,553	191,521
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>135,457</b>	<b>170,012</b>	<b>180,553</b>	<b>191,521</b>

## SERVICE POINT EXPENDITURES – E TEXAS AUTO THEFT TASK FORCE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	119,353	120,790	122,783	131,400
Supplies and Services	17,713	24,945	24,945	26,140
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>137,066</b>	<b>145,735</b>	<b>147,728</b>	<b>157,540</b>

# Police DEPARTMENT CONT.

## SERVICE POINT EXPENDITURES – EDU ACC

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	12,722	20,000	20,000	20,000
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>12,722</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>

## SERVICE POINT EMPLOYEES – COPS GRANT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1) Police Officer (CS)	4	4	4	4	4
2) Police Recruit	-	-	2	2	2
<b>TOTAL DEPARTMENT</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>6</b>

CS) - Indicates Civil Service Position

1) 4 positions added FY 2010-2011

2) Two new Police Recruit positions added FY 20-21

## SERVICE POINT EMPLOYEES – EAST TEXAS AUTO THEFT TASK FORCE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Police Officer (CS)	1	1	1	1	1
<b>TOTAL DEPARTMENT</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

CS) - Indicates Civil Service Position

# Police DEPARTMENT CONT.

## SERVICE POINT EMPLOYEES – POLICE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Police Officer (CS)	1	1	1	1	1
Assistant Police Chief (CS)	3	3	3	3	3
21) Police Lieutenant (CS)	7	7	7	7	7
2) Police Sergeant (CS)	27	27	27	27	27
3) & 18, 27, 35) Police Officer (CS)	153	155	155	157	157
Administrative Secretary	2	2	2	2	2
Burglar Alarm Coordinator	1	1	1	1	1
Crime/Traffic Analyst	1	1	1	1	1
Crimestopper Coordinator	1	1	1	1	1
Data Management Supervisor	1	1	1	1	1
4) & 11) & 16) & 17) Data Management Specialist	4	4	4	4	4
Identification Technician	1	1	1	1	1
Property and Evidence Specialist	1	1	1	1	1
33) Property and Evidence Supervisor	1	1	1	1	1
Police Services Coordinator	1	1	1	1	1
PS Communications Supervisor	3	3	3	3	3
13) & 19) & 20, 25, 28,31, 32, 34) PS Telecommunicator II	14	13	12	12	12
20) PST Administrator	1	1	1	1	1
15, 26) Public Service Officer	8	8	8	8	8
Secretary	1	1	1	1	1
31) Senior PS Telecommunicator II	6	7	8	8	8
6, 24, 30)Senior Secretary	1	1	1	1	1
22) Police Technology Specialist	1	1	1	1	1
29) Public Safety PIO	0.25	-	-	-	-
<b>TOTAL DEPARTMENT</b>	<b>240.25</b>	<b>242</b>	<b>242</b>	<b>244</b>	<b>244</b>

# Police DEPARTMENT CONT.

## SERVICE POINT EMPLOYEES – POLICE

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Courier	1	1	1	1	1
<b>TOTAL REGULAR PART-TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL DEPARTMENT</b>	<b>241.25</b>	<b>243</b>	<b>243</b>	<b>245</b>	<b>245</b>

- |   |   |   |
|---|---|---|
| (CS) - Indicates Civil Service Position   | 12) Position converted to Assistant Police Chief during FY 2009-2010  | 25) One PST II frozen FY 17-18 - until further notice   |
| 1) Title changed to City Volunteer Coordinator during FY 2009-2010  | 13) Three of the 21 positions authorized but not funded. These are overfill positions only                              | 26) One PSO frozen FY 17-18   |
| 2) One additional position approved for FY 2008-2009  | 14) Volunteer Coordinator moved to Human Resources FY 2010-2011   | 27) Two Police Officers added FY 18-19  |
| 3) Two additional positions approved for FY 2008-2009   | 15) 1 Public Service Officer eliminated FY 2011-2012  | 28) One PST I reclassified to PST II FY 18-19 (#11)   |
| 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 | 16) Data Management Specialist I (#7) (marked as closed) Eliminated FY 2011-2012  | 29) One Sr PR Marketing Specialist/Grantwriter transferred from Communications & reclassified to Public Safety Public Information Officer FY 18-19 salary split 75% Productivity 25% Police |
| 5) Title changed to Director of Volunteer Services during FY 2007-2008  | 17) 3 Data Management Specialists eliminated FY 2012-2013   | 30) One Senior Secretary reclassified to Public Works Public Information Officer and transferred to Communications FY 18-19   |
| 6) Two positions upgraded to Administrative Secretary during FY 2007-2008   | 18) 2 Motorcycle Officers added FY 2012-2013  | 31) Two (2) PST II's upgraded to Senior PST II's FY 18-19   |
| 7) One position upgraded to IT Specialist I during FY 2007-2008   | 19) PST I's converted to PST II's and upgraded to pay class 209 in FY 2011-2012   | 32) Three (3) PST II's eliminated FY 18-19 to increase savings to support the PST II position salary increase during FY 18-19   |
| 8) Title changed back to VIP Coordinator FY 2008-2009   | 20) 1 PST II upgraded to PST Administrator in FY 2011-2012  | 33) One Property & Evidence Supervisor downgraded to Property & Evidence Specialist FY 18-19  |
| 9) One position approved for FY 2007-2008 which was not in previous budget book   | 21) Added 1 Lieutenant to offset Lieutenant working as full-time Lean Sigma Black Belt                                  | 34) One PST II reclassified to Senior PST II FY 19-20   |
| 10) Position Eliminated During Budget Session for FY 2010-2011  | 22) IT Specialist I reclassified to Police Technology Specialist FY 12-13   | 35) Two Positions added FY 21-22  |
| 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                                  | 23) Additional five (5) unbudgeted overfill PST II's added FY 14-15, for a total of eight (8) unbudgeted overfill PST's |   |
|   | 24) Senior Secretary remaining frozen FY 17-18 - until further notice   |   |

# 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 for 2021-2022

- First internal fire academy in 33 years based at Station #4
- 100% pass rate for both Fire Academy and EMT certification
- New Fire Administration building
- Several fighters completed the TEEEX HAZMAT school
- 3 officers attended HazMat Incident Command
- Firefighters completed ARFF live burns
- Firefighters received additional Technical Rescue
- 90% of department is now equipped with two complete sets of PPE (Personal Protective Equipment/Cancer Reduction Program)

## Goals for 2022-2023

- Develop spec and order Fire Engine per Apparatus Replacement Plan
- Receive Ladder Tower ordered in FY 2021-2022
- Fire Firefighters awarded from the SAFER grant
- Implement new hydrant testing software and pre-fire planning process
- Annual testing of hose, ladders, SCBA face pieces, hydrants, etc. with in-house resources
- Study implementing a fire-based dispatch console

## SERVICE POINT EXPENDITURES – FIRE SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	17,508,019	18,203,867	18,387,511	20,374,504
Supplies and Services	601,593	808,491	663,208	956,327
Sundry	515,571	547,084	494,616	608,248
Utilities	161,026	154,625	140,319	154,625
Maintenance	697,148	760,337	474,759	904,019
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>19,483,357</b>	<b>20,474,404</b>	<b>20,160,413</b>	<b>22,997,723</b>

# Fire DEPARTMENT CONT.

## SERVICE POINT EMPLOYEES – FIRE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Fire Chief	1	1	1	1	1
10) Assistant Fire Chief (CS)	2	2	2	2	2
District Chief (CS)	6	6	6	6	6
11) Fire Captain (CS) *	41	41	41	41	41
Fire Driver/Engineer (CS)	39	39	39	39	39
3, 15, 17) Firefighter (CS)	68	70	70	72	74
Administrative Assistant	1	1	1	1	1
4, 14) Administrative Secretary	2	2	2	2	2
Fire Apparatus Technician	1	1	1	1	1
Fire Marshal	1	1	1	1	1
9) Emergency Mgmt Asst/ Admin Secretary	-	-	-	-	-
<b>TOTAL DEPARTMENT</b>	<b>162</b>	<b>164</b>	<b>164</b>	<b>166</b>	<b>168</b>

(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

16) Three Firefighter Recruit positions frozen FY 20-21

17) Two Firefighter Recruit positions added FY 21-22

# Tyler PUBLIC 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,117,482	1,387,503	1,209,274	1,492,962
Supplies and Services	178,557	179,704	187,139	185,528
Sundry	223,792	219,459	213,740	224,040
Utilities	53,673	45,575	46,755	50,785
Maintenance	61,907	54,069	44,741	59,966
Capital Outlay	-	1,360	1,323	1,360
<b>TOTAL</b>	<b>1,635,411</b>	<b>1,887,670</b>	<b>1,702,972</b>	<b>2,014,641</b>

## SERVICE POINT EMPLOYEES – LIBRARY

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
City Librarian	1	1	1	1	1
17, 21) Access Librarian	-	-	-	-	-
Reference Librarian	1	1	1	1	1
Resource Librarian	1	1	1	1	1
Circulation Supervisor	1	1	1	1	1
1, 6, 20) Access Associate	2	2	2	2	2
25)Administrative Assistant	-	-	-	-	-
Library Operations Specialist	1	1	1	1	1
26) Cataloging Specialist	2	1	1	1	1
2, 22) Circulation Technician	2	2	2	2	2
Circulation Assistant	1	1	1	1	1
Collection Associate	1	1	1	1	1
4) Custodian	1	1	1	1	1
15) Library Assistant	2	2	2	2	2

## SERVICE POINT EMPLOYEES – LIBRARY

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Outreach Technician	1	1	1	1	1
16) and 17) Youth Services Librarian	1	1	1	1	1
Youth Services Assistant	-	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
7) & 14) Access Associate	3	3	3	3	3
2, 11, 13,19) Circulation Technician	6	6	6	6	6
5, 10, 12, 24) Custodian	1	1	1	1	1
Library Page	3	3	3	3	3
Project Specialist	1	1	1	1	1
<b>TOTAL REGULAR PART TIME</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

SUBSTITUTE POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Access Associate	3	3	3	3	3
13) Circulation Technician	3	3	3	3	3
23) Outreach Technician	1	1	1	1	1
<b>TOTAL SUBSTITUTES</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>

- |  |   |
|--|---|
| 1) One full-time position split into two part-time positions for FY 2008-2009                | 16) Programming Associate reclassified to Youth Services Librarian FY 12-13   |
| 2) One full-time position split into two part-time positions for FY 2008-2009                | 17) Youth services librarian reclassified to Access Librarian FY 15-16  |
| 3) One position was eliminated for FY 2008-2009  | 18) One Circulation Tech Sub transferred to Risk and reclassified to Risk Technician FY 14-15   |
| 4) & 5) Two Full-time custodians converted to 4 part-time custodians during FY 2009-2010     | 19) Three Circulation Techs PT (#3, #6 & #9) reclassified to three (3) Library Page positions (#1, #2, & #3) FY 17/18   |
| 6) & 7) One access associate converted to 2 part-time access associates during FY 2009-2010  | 20) Three (3) Access Associate PT (#1, #2 & #4) positions reclassified into one (1) Access Associate FT position FY 17-18 (lose 2 positions)  |
| 8) Graphics Technician Position moved to the Communications Department FY 2010-2011          | 21) Access Librarian reclassified to Reference Librarian FY 17-18   |
| 9) Graphics Technician Substitute Position Eliminated FY 2010-2011                           | 22) One FT Circulation Tech (#2) reclassified into one FT Circulation Assistant (#2) FY 17-18   |
| 10) Two Part-time custodians frozen FY 2010-2011   | 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) |
| 11) Four Part-time circulation technicians frozen FY 2010-2011                               | 24) Two Part Time Custodians (auth. #1, & #3) reclassified into One FT Custodian FY 18-19   |
| 12) Two part-time custodians Eliminated FY 2011-2012   | 25) One Administration Assistant reclassified to Library Operations Specialist FY 18-19   |
| 13) Four Part-time Circulation technicians eliminated FY 2011-2012                           | 26) One Cataloging Specialist reclassified to Youth Services Assistant FY 19-20   |
| 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 |   |

# Parks & 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 2021-2022

- Parks and Recreation Facebook Page Glass Recreation Center
  - Outdoor Adventure Series
- Emmett J. Scott Park
  - Playground equipment, restroom mural, picnic tables, walking trail, basketball court
- Faulkner Park
  - Lower Restroom Renovations, Faulkner Park Skate Park Phase II Completed
- Fun Forest Pool
  - Completed new pool and splash pad area, rentable spaces including picnic areas and pavilion for special events
- Hillside Park - 2020 Texas Municipal League Excellence Award for Park Renovation
- Lindsey Park - Restroom Renovations
- Woldert Park - Splash pad, restroom renovations

## Goals for 2022-2023

- Operations
  - Increase programming awareness and promote revenue generation through website build-out and updates.
  - Implement Amortization Plan approved by Parks board and City Council.
  - Complete and submit monthly financial forecasts that accurately reflect revenues and expenditures.

- Cross train all outdoor parks employees using training matrix.

- Continue to utilize work order system to track maintenance orders and analyze staffing and maintenance needs by Park.

## • Parks

- Bring all park restrooms to working order. Implement 10-year MP schedule.

- Update mowing contract to include new construction and some medians.

- Implement Standard Park Amenities design plan.

- Review fees and contracts for permits and rentals.

- Reduce water usage by tying in well at Lindsey Park and identifying and fixing water leaks.

- Full renovation of PT Cole Park and partial renovation of Pollard Park

## • Athletic Programs

- Increase programming to reach all demographics by evaluating past years programming and participation and building 3-5 programs this year to target new groups.

- Prepare for and oversee basketball league/tournaments at Glass. Increase awareness and try to build 10% YOY participation increase.

- Prepare for and oversee kickball fall season league. Increase awareness and try to build 10% YOY participation increase.

- Continue Corporate Challenge and increase YOY participation and awareness by 15 percent, with goal of creating fee-funded program by 2023 rather than having to rely on donors and sponsors.

- Review fee structure for field rentals.

- Glass Recreation Center

- Increase programming to reach all demographics by evaluating past years' programming and participation. Building 3-5 programs this year to target new groups.

- Enhance and increase of Summer Playground Program and market to build increased community awareness."

# Parks & RECREATION CONT.

## SERVICE POINT EXPENDITURES – PARKS MAINTENANCE & ADMINISTRATION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	837,005	1,025,550	998,322	1,242,874
Supplies and Services	734,199	685,722	715,629	648,589
Sundry	124,597	118,773	122,297	124,573
Utilities	580,160	552,850	595,732	602,850
Maintenance	586,706	508,092	507,215	502,024
Capital Outlay	-	-	32	-
<b>TOTAL</b>	<b>2,862,667</b>	<b>2,890,987</b>	<b>2,939,227</b>	<b>3,120,910</b>

## SERVICE POINT EMPLOYEES – PARKS ADMINISTRATION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9, 13,17) Managing Director Parks/Recreation Operations	0.2	-	-	-	-
7, 10) Parks & Recreation Services Coordinator	1	1	1	1	1
12) Crew Leader	3	3	3	3	3
Grounds Technician	1	1	1	1	1
Groundskeeper	6	6	6	6	6
Parks Manager	0.7	0.7	0.7	0.7	0.7
5, 6 & 8) Laborer	3	3	3	3	3
Administrative Secretary	1	1	1	1	1
14) Budget Administrator/ Cemeteryan	0.05	-	-	-	-
18) Budget Analyst & Internal Auditor	-	0.05	0.05	0.05	0.05
15, 16) Manager of Tourism Facilities Community Beautification	-	-	-	-	-
Senior Manager of Parks, Recreation & Tourism	0.55	0.55	0.55	0.55	0.55
8) Parks Superintendent	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>17.5</b>	<b>17.3</b>	<b>17.3</b>	<b>17.3</b>	<b>17.3</b>

- 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. One Senior Secretary reclassified to Administrative Secretary FY 16-17
- 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.
- 3) MD Parks/Recreation Op salary charged 20%Parks Admin, 50% Visitor Facilities & 30%Liberty Hall FY 17-18.
- 14) Budget Administrator/Cemeteryan 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.

# Parks & RECREATION CONT.

16) Manager of Tourism Facilities & Community Beautification reclassified to Senior Manager Parks, Recreation & Tourism FY 18-19 salary split 55% Parks/45% Tourism.

17) Managing Director Parks & Recreation salary split 60% Visitor Facilities 40% Liberty hall

18) Budget Administrator/Cemeterian retitled to Budget Analyst & Internal Auditor FY 19-20, salary split 95% Tourism/5% Parks Admin.

## SERVICE POINT EXPENDITURES – INDOOR RECREATION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	380,372	506,404	483,478	482,615
Supplies and Services	91,199	69,385	69,292	72,883
Sundry	22,684	23,165	24,682	28,324
Utilities	18	100	25	100
Maintenance	56,743	179,466	179,411	58,108
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>551,016</b>	<b>778,520</b>	<b>756,888</b>	<b>642,030</b>

## SERVICE POINT EMPLOYEES – INDOOR RECREATION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
2, 7) Special Events/Recreation Manager	1	-	-	-	-
Recreation Manager	-	1	1	1	1
Recreation Center Supervisor	1	1	1	1	1
4) Recreation Program Supervisor	1	1	1	1	1
Building Maintenance Worker	-	1	1	1	1
Custodian	2	1	2	2	2
3, 5) Recreation Specialist	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Clerk	2	2	2	2	2
6,8) Custodian	1	1	-	-	-
<b>TOTAL REGULAR PART TIME</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

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

6) One Part-Time Custodian converted into one Full-Time Building Maintenance Worker FY 19-20

7) One Special Events/Recreation Manager reclassified to Recreation Manager FY 19-20

8) One PT Custodian reclassified to one FT Custodian FY 20-21

# Parks & RECREATION CONT.

## SERVICE POINT EXPENDITURES – OUTDOOR RECREATION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	108,357	175,423	149,625	193,670
Supplies and Services	95,039	88,268	88,737	96,751
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	329	500	-	500
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>203,725</b>	<b>264,191</b>	<b>238,362</b>	<b>290,921</b>

## SERVICE POINT EMPLOYEES – OUTDOOR RECREATION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
3)Activity Specialist	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1) & 2) Recreation Specialist	1	1	1	1	1
<b>TOTAL REGULAR PART TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

TEMPORARY POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6)Pool Manager	2	2	2	2	2
Lead Pool Manager	1	1	1	1	1
4)Lifeguard	14	14	14	14	14
7)Playground Coordinator	-	-	-	-	-
Playground Aid/Leader	12	12	12	12	12
<b>TOTAL TEMPORARY POSITIONS</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>

SUBSTITUTE POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
5)Lifeguard	2	2	2	2	2
<b>TOTAL SUBSTITUTES</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>

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 reclassified to Lead Pool Manager FY 16-17

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

# Parks & RECREATION CONT.

## SERVICE POINT EXPENDITURES – MEDIAN MAINTENANCE & ARBORIST

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	151,491	271,043	224,617	309,670
Supplies and Services	158,747	189,608	195,708	115,578
Sundry	3,825	3,000	3,999	4,000
Utilities	-	-	-	-
Maintenance	49,160	51,505	45,309	45,725
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>363,223</b>	<b>515,156</b>	<b>469,633</b>	<b>474,973</b>

## SERVICE POINT EMPLOYEES – MEDIAN MAINTENANCE & ARBORIST

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Arborist/Urban Forester	1	1	1	1	1
Crew Leader	1	1	1	1	1
Laborer	3	3	3	3	3
<b>TOTAL REGULAR FULL TIME</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

# 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 2021-2022

- Completed thirteen CIP Projects
- Currently Managing 32 CIP Projects

## Projects 2022

- Shiloh Rd. Bridge Reconstruction
- College Ave. at 4th St. Storm Sewer Repair
- Briarwood Channel Repair
- MLK Jr Blvd Improvements
- 2020 Asphalt Enhancement Program
- 2021 Asphalt Enhancement Program
- Connect School Beacon System
- Arbor Oaks Drainage Improvements
- College Ave (Locust to Dead End) Drainage Improvements
- Pabst/Bow Drainage Improvements
- Flat Rock Drainage Improvements
- Holly Park Drainage Improvements
- CSWMP Completed

## Goals 2022-2023

- Implement CIP through initiation of CIP project priorities for the fiscal year and manage projects in progress.
- Work inter-departmentally to ensure Citywide project management follows City Policies.
- Continue to improve project management and work toward identifying other forms of funding for capital projects.
- Completion of ongoing projects.

# Engineering SERVICES CONT.

## SERVICE POINT EXPENDITURES – ENGINEERING SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	416,108	580,757	582,092	807,149
Supplies and Services	91,857	13,773	14,401	30,219
Sundry	35,889	46,279	46,276	35,052
Utilities	16	50	30	50
Maintenance	4,576	5,475	5,078	5,253
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>548,446</b>	<b>646,334</b>	<b>647,877</b>	<b>877,723</b>

## SERVICE POINT EMPLOYEES – ENGINEERING

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
16, 20) City Engineer	1	1	1	1	1
1, 21) Administrative Assistant	1	1	1	1	1
2, 18) Capital Budget Analyst	-	-	-	-	-
12, 15) Associate Engineer	-	-	-	-	-
5, 14) Project Engineer	1.85	2	2	2	2
22) Traffic Engineer	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>4.85</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*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

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) ENTRY MOVED - SEE WUF-CONSENT DECREE TAB

20) Capital Improvement Project Manager reclassified to City Engineer FY 17/18 100% salary paid from Engineering

21) One Administrative Assistant transferred to Engineering from Traffic and Stormwater 100% FY 18-19

22) One Traffic Engineer transferred to the Engineering department from Traffic department FY 19-20

# Street SERVICES

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 2021-2022

- Responded within 2 hours to all emergency calls.
- 1,307 Pothole Repairs
- 388 Utility Cut Repairs
- 171 Street Base Repairs
- Handled 240 Tree Complaints
- Trimmed 22,912 Tree Footage
- Resolved 48 Right-of-Way Complaints

- 58 Brick Street Repairs
- 37.6 Lane Miles Crack Seal Completed
- Staffed and trained internal brick street crew
- Completed Brick Street Utility Cut Program – Worked with contractor to repair 686 sq yards of utility cuts
- Developed Brick Street Reconstruction Plan for Vine Street. Plan under review for possible water/sewer line replacement under half cent program
- Sourced vendors for historic brick
- Worked with Engineering on Thompson/Barger Street brick reclamation
- Developed Succession Planning & Cross Training Program for all staff members
- Worked on Implementation of Cityworks Public Asset Management System.
- Worked with Contractor to rate all public alleys. Report expected end of May

## Goals for 2022-2023

- ROW Mowing
- Cityworks Software Implementation
- Develop Employee Cross Training and Succession Planning Program
- Become Fully Staffed
- Annual Alley Maintenance Program
- Develop proactive process to ensure contractors work product meets City specifications
- Work with engineering to create annual street maintenance work plan
- Brick Street maintenance program

# Street SERVICES CONT.

## SERVICE POINT EXPENDITURES – STREETS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,326,632	1,784,746	1,501,057	2,121,014
Supplies and Services	235,853	159,885	296,559	277,500
Sundry	75,831	76,313	76,311	101,250
Utilities	2,186	2,750	2,729	2,750
Maintenance	1,066,247	1,077,229	1,083,814	1,036,757
Capital Outlay	-	100,000	100,000	-
<b>TOTAL</b>	<b>2,706,749</b>	<b>3,200,923</b>	<b>3,060,470</b>	<b>3,539,271</b>

## SERVICE POINT EMPLOYEES – STREET DEPARTMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Street Operations Supervisor	0.5	0.5	0.5	0.5	0.5
Crew Leader	4	4	4	4	4
1, 4, 8) Equipment Operator I	5	5	5	5	5
9) Equipment Operator II	7	7	7	7	7
Foreman II	1	1	1	1	1
Laborer	4	4	4	4	4
Semi-Skilled Laborer	3	3	3	3	3
6) Administrative Secretary	0.5	0.5	0.5	0.5	0.5
10) Truck Driver	3	3	3	3	3
<b>TOTAL REGULAR FULL TIME</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>

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 & 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 - until further notice

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 OPERATIONS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	662,211	920,593	836,995	895,129
Supplies and Services	45,483	38,857	61,288	65,360
Sundry	50,001	93,597	93,596	112,829
Utilities	1,263,684	1,267,725	1,267,663	1,263,952
Maintenance	335,819	355,308	380,305	399,594
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>2,357,198</b>	<b>2,676,080</b>	<b>2,639,847</b>	<b>2,736,864</b>

## SERVICE POINT EMPLOYEES – STREET DEPARTMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Street Operations Supervisor	0.5	0.5	0.5	0.5	0.5
Crew Leader	4	4	4	4	4
1, 4, 8) Equipment Operator I	5	5	5	5	5
9) Equipment Operator II	7	7	7	7	7
Foreman II	1	1	1	1	1
Laborer	4	4	4	4	4
Semi-Skilled Laborer	3	3	3	3	3
6) Administrative Secretary	0.5	0.5	0.5	0.5	0.5
10) Truck Driver	3	3	3	3	3
<b>TOTAL DEPARTMENT</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>

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 - until further notice

10) One Truck Driver remaining frozen FY 17-18

# Traffic ENGINEERING CONT.

## SERVICE POINT EMPLOYEES – TRAFFIC DEPARTMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
14) Traffic Engineer	-	-	-	-	-
1, 4, & 7) Associate Traffic Engineer	1	1	1	1	1
5) & 12, 16) Traffic Services Supervisor	1	-	-	-	-
6, 9) Traffic Marker	3	3	3	3	3
7) Traffic Operations Supervisor	-	1	1	1	1
Traffic Sign Supervisor	1	1	1	1	1
8,15) Administrative Assistant	-	-	-	-	-
10) Traffic Signal Technician	4	4	4	4	4
<b>TOTAL REGULAR FULL TIME</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6) Intern	2	2	2	2	2
<b>TOTAL REGULAR PART TIME</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

TEMPORARY POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
School Crossing Guard	40	40	40	40	40
<b>TOTAL TEMPORARY POSITIONS</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>52</b>	<b>52</b>	<b>52</b>	<b>52</b>	<b>52</b>

- |   |  |   |  |
|---|--|---|--|
| 1) One position with 15% paid by Storm Water Management   | 5) 1 Transportation Project Engineer downgraded to Traffic Services Supervisor in FY 2011-2012 | 10) One Traffic Signal Tech added FY 14-15  | 14) One Traffic Engineer transferred to the Engineering department FY 18-19                |
| 2) One position with 24% paid by Storm Water Management   | 6) One Traffic Marker converted to two Part-Time college internships in FY 12-13               | 11) Administrative Assistant payroll split changed from 76/24 to 85/15 Traffic/Stormwater FY 14-15                | 15) One Administrative Assistant 100% transferred to Engineering FY 18-19                  |
| 3) Title changed from Traffic Sign Crew Leader to Traffic Sign Supervisor during FY 2007-2008                 | 7) Traffic Operations Supervisor reclassified to Associate Traffic Engineer FY 12-13           | 12) Traffic Services Supervisor payroll split eliminated, 100% paid from Traffic FY 14-15                         | 16) One Traffic Services Supervisor reclassified to Traffic Operations Supervisor FY 19-20 |
| 4) Position upgraded to Transportation Project Engineer FY 2010-2011, with 15% paid by Storm Water Management | 8) Senior Secretary reclassified to Administrative Assistant FY 12-13                          | 13) Parking Patrol positions reclassified to Downtown Ambassadors and paid from Liberty Hall/Main Street FY 15/16 |  |
|   | 9) One Traffic Marker added FY 14-15   |   |  |

## SERVICE POINT EXPENDITURES – FAIR PARKING GARAGE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	1,787	4,000	8,759	6,500
Sundry	-	-	-	-
Utilities	2,090	14,900	17,462	14,900
Maintenance	7,923	11,650	6,000	6,120
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>11,800</b>	<b>30,550</b>	<b>32,221</b>	<b>27,520</b>

# 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 2021-2022

- 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 2022-2023

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

## SERVICE POINT EXPENDITURES – ANIMAL SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	757,525	915,876	859,090	1,028,359
Supplies and Services	92,242	117,305	109,497	142,346
Sundry	118,084	135,838	116,317	167,516
Utilities	24,819	28,850	24,013	28,850
Maintenance	109,380	108,933	101,497	111,235
Capital Outlay	-	34,500	7,986	22,000
<b>TOTAL</b>	<b>1,102,050</b>	<b>1,341,302</b>	<b>1,218,400</b>	<b>1,500,306</b>

# Animal SERVICES CONT.

## SERVICE POINT EMPLOYEES – ANIMAL SERVICES

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Animal Shelter Manager	1	1	1	1	1
Animal Shelter Adoption Counselor	1	1	1	1	1
Administrative Secretary	1	1	1	1	1
Animal Control Officer	5	5	5	5	5
Animal Shelter Supervisor	1	1	1	1	1
1) Animal Shelter Technician	6	6	6	6	6
<b>TOTAL REGULAR FULL TIME</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>TOTAL REGULAR PART TIME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

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 2021-2022

- Expanded community service options to include additional agencies and students.
- Created additional virtual hearing dockets to better serve the defendants.
- 100% of staff trained through TMCEC.
- Introduced a newsletter publication containing helpful court information.
- Created a Court video through communications with the Judges to discuss court processes.
- Implemented an online records search for attorneys and defendants who are needing information regarding pending cases.
- Utilized software to text/email defendant's information regarding their court cases.

## Goals for 2022-2023

- Continue to identify and implement safety procedures and facility improvements.
- Re-establish the teen court program to educate youth who have received citations in the Court.
- City Marshal office will work with PD to increase community outreach.
- Continue presentations at local colleges, junior and high schools.
- Streamline veteran docket to include presentations from local agencies.
- Create a job posting board of employers/ employees to assist defendants who may be seeking employment.
- Create an educational video through the Communications department regarding the municipal court to be aired on Channel 3
- Continue cross-training with other city departments including Finance and Water.
- Continue to work with the Information Technology department to automate processes to move the Court toward paperless operations.
- Seek a partnership with local agencies to better educate and assist defendants with obtaining their driver license
- 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 with the court's proceedings.

# Municipal COURT CONT.

## SERVICE POINT EXPENDITURES – MUNICIPAL COURT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	982,945	1,233,965	1,049,665	1,369,366
Supplies and Services	553,752	494,256	592,431	673,112
Sundry	287,538	286,942	287,042	285,652
Utilities	8,248	8,700	8,142	8,700
Maintenance	60,709	49,309	48,971	46,271
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,893,192</b>	<b>2,073,172</b>	<b>1,986,251</b>	<b>2,383,101</b>

## SERVICE POINT EMPLOYEES – MUNICIPAL COURT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Municipal Court Administrator	1	1	1	1	1
4, 15) Deputy Court Administrator	1	1	1	1	1
Court Clerical Supervisor	1	1	1	1	1
City Marshal	1	1	1	1	1
Court Technician	1	1	1	1	1
1, 10, 17) Deputy City Marshal II	2	2	2	2	2
2, 5, 6, 11, 12, 16) Deputy Court Clerk	6	6	6	6	6
8) Senior Deputy Court Clerk	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

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

16) One Deputy Court Clerk Frozen FY 20-21

17) One Deputy City Marshal II Frozen FY 20-21

# Municipal COURT CONT.

## SERVICE POINT EMPLOYEES – MUNICIPAL COURT SECURITY

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1, 2, 3, 4) Deputy City Marshal I	1	1	1	1	1
4, 6) Deputy Marshal II	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

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

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

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

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

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

6)1) Two Deputy City Marshal II positions moved to Court Special Fee Fund FY 2019-2020

## SERVICE POINT EMPLOYEES – DEPUTY MARSHAL

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
4) Deputy Marshal II	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

Court Special Fee Fund created FY 19-20

1) Two Deputy City Marshal II positions moved from Municipal Security FY 2019-2020



**GENERAL CAPITAL**  
*Project Funds*

# General Capital PROJECT FUND (102)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>405,173</b>	<b>2,094,362</b>	<b>2,094,362</b>	<b>2,656,728</b>
<b>REVENUES</b>				
Interest Earnings	2,767	1,000	6,366	1,000
Miscellaneous Income	36,412	8,000	2,810	8,000
Capital Lease Proceeds	-	1,858,749	1,858,749	-
<b>TOTAL REVENUES</b>	<b>39,179</b>	<b>1,867,749</b>	<b>1,867,925</b>	<b>9,000</b>
<b>EXPENDITURES</b>				
Library Bldg. Imprv	-	37,831	37,811	-
Parks Improvements Projects	151,010	12,063	12,001	-
City Building Improvements	429,937	466,007	226,802	1,198,907
Substandard Structure Program	-	-	-	200,000
Capital Lease Purchase	-	1,858,749	1,858,749	545,000
Fire Equipment/Facilities	794,554	1,608,934	1,608,934	62,254
Downtown	99,489	-	-	-
Parking Lot Improvements	-	56,194	-	-
NBS Remodel	-	143,262	143,262	-
Tree Removal	-	-	-	100,000
Streets Misc Equipment	-	-	-	39,000
Contingency	-	-	-	241,000
<b>TOTAL EXPENDITURES</b>	<b>1,474,990</b>	<b>4,183,040</b>	<b>3,887,559</b>	<b>2,386,161</b>
Transfer in	3,125,000	2,582,000	2,582,000	93,811
General Fund (101)	3,125,000	343,811	2,582,000	93,811
Water Utilities Fund (502)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>2,094,362</b>	<b>122,882</b>	<b>2,656,728</b>	<b>373,378</b>

# Quality Street COMMITMENT FUND (103)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
<b>BEGINNING FUND BALANCE</b>	<b>266,758</b>	<b>463,920</b>	<b>463,920</b>	<b>236,353</b>
<b>REVENUES</b>				
Interest Earnings	6,549	1,394	5,092	1,394
Miscellaneous Income	-	-	-	-
<b>TOTAL REVENUES</b>	<b>6,549</b>	<b>1,394</b>	<b>5,092</b>	<b>1,394</b>
<b>EXPENDITURES</b>				
Street Improvement Program	1,312,813	1,456,135	1,456,135	1,279,801
Public Alley Improvements	-	150,000	135,465	165,000
Brick Street Improvements	98,994	614,672	594,466	585,000
<b>TOTAL EXPENDITURES</b>	<b>1,411,807</b>	<b>2,220,807</b>	<b>2,186,066</b>	<b>2,029,801</b>
Transfer In	1,602,420	1,953,407	1,953,407	1,829,862
General Fund (101)	1,602,420	1,953,407	1,953,407	1,829,862
<b>ENDING FUND BALANCE</b>	<b>463,920</b>	<b>197,914</b>	<b>236,353</b>	<b>37,808</b>



DEVELOPMENT  
*Services Fund*

# Development Services FUND (202)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>557,258</b>	<b>852,543</b>	<b>852,543</b>	<b>1,243,343</b>
<b>REVENUES</b>				
Building Permits	1,208,071	1,308,764	1,539,767	1,616,755
Electrical Permits	172,218	160,000	199,673	185,000
Plumbing Permits	134,787	118,450	132,806	135,000
Zoning Permits	70,946	75,000	79,210	80,000
Mechanical Permits	59,526	90,000	89,045	90,000
Cert. of Occupancy Fees	24,550	30,000	30,000	30,000
Local TABC Fee	9,160	15,000	8,410	15,000
Billboard Registration	16,660	17,595	15,895	17,595
Sign Permits	19,132	40,000	36,819	60,000
Contractor License	22,065	50,000	35,450	50,000
House Moving Permits	-	-	-	-
Permit Fee - Clearing	-	-	-	-
Interest Earnings	12,571	30,000	9,069	10,000
Copying/Printing Fees	-	-	-	-
Platting Fees	100,584	70,000	82,174	80,000
Miscellaneous Income	-	-	-	-
Contractor Testing Fees	283,833	160,000	287,668	250,000
Historic Preservation	400	-	-	-
Subdivision Plan Review	50,000	60,000	60,000	60,000
<b>TOTAL REVENUES</b>	<b>2,184,503</b>	<b>2,224,809</b>	<b>2,605,986</b>	<b>2,679,350</b>
<b>EXPENDITURES</b>				
Planning and Zoning	699,762	880,055	801,778	1,076,981
Building Services	1,189,456	1,552,012	1,413,408	1,552,082
<b>TOTAL EXPENDITURES</b>	<b>1,889,218</b>	<b>2,432,067</b>	<b>2,215,186</b>	<b>2,629,063</b>
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>852,543</b>	<b>645,285</b>	<b>1,243,343</b>	<b>1,293,630</b>

# Building/Development SERVICES

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 or 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 2021-2022

- 341 New Single Family Homes
- 92 New Duplexes and Townhomes
- 34 New Commercial Permits
- 8 New Office Permits
- 150 New Sign Permits
- 18,094 inspections
- 1,036 Electrical
- 1,295 Plumbing
- 1,043 Building Final

## Goals for 2022-2023

- Ensure public safety through permitting and building inspections process
- Ensure property protection
- Provide quality customer service
- Provide customer/public education
- Ensure employee safety, education and morale
- Conduct special projects as assigned or needed in a expedient fashion

## SERVICE POINT EXPENDITURES – BUILDING SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	819,447	1,145,005	967,631	1,138,962
Supplies and Services	220,176	234,539	263,965	117,912
Sundry	118,719	137,716	154,324	258,944
Utilities	49	400	53	400
Maintenance	31,065	34,352	27,435	35,864
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,189,456</b>	<b>1,552,012</b>	<b>1,413,408</b>	<b>1,552,082</b>

## SERVICE POINT EMPLOYEES – DEVELOPMENT SERVICES

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Chief Building Official	1	1	1	1	1
Chief Electrical Inspector	1	1	1	1	1
1,7, 8, 13, 14, 15, 16,19) Building Inspector	2	2	2	2	2
Senior Building Inspector	1	1	1	1	1
Plumbing Inspector	1	1	1	1	1

# Building/Development SERVICES CONT.

## SERVICE POINT EMPLOYEES – DEVELOPMENT SERVICES CONT.

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
17) Customer Service Supervisor	1	1	1	1	1
Development Services Engineer	1	1	1	1	1
18) Development Services Specialist	-	-	-	-	-
20) Residential Building Services Specialist	-	1	-	-	-
12, 17) Permit Technician	1	1	1	1	1
Plans Examiner	1	1	1	1	1
20) Senior Plans Examiner	-	-	1	1	1
3) Project Engineer	1	1	1	1	1
12) Senior Permit Technician	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Permit Clerk	-	-	-	-	-
<b>TOTAL REGULAR PART TIME</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

- |   |  |   |
|---|--|---|
| <p>1) One position frozen for FY 2009-2010, FY 2010-2011 and FY 2011-2012</p> <p>2) Position transferred to Water Distribution during FY 2009-2010 transferred back same year position frozen for FY 2010-2011</p> <p>3) One position frozen for FY 2009-2010<br/>CORRECTION: One Project Engineer never frozen, researched, one position ever authorized not two. Budget book never reflected two positions.</p> <p>4) Four positions transferred to Storm Water FY 2009-2010</p> <p>5) One position frozen for FY 2010-2011</p> <p>6) Senior Utilities Specialist position transferred to Water Business Office during FY 2009-2010</p> <p>7) One Building Inspector position upgrade to Combination Inspector II during FY 2008-2009</p> | <p>8) 1 of 2 Building Inspectors eliminated FY 2011-2012</p> <p>9) Permit Clerk eliminated FY 2011-2012</p> <p>10) Chief Plumbing Inspector/Mechanical Inspector eliminated FY 2011-2012</p> <p>11) 1 Building Inspector frozen FY 2011-2012 and 2012-2013</p> <p>12) Senior Permit Technician downgraded to Permit Technician FY 13-14. One Permit Technician added FY 15-16</p> <p>13) One Building Inspector reclassified to ACM in CM0 FY 12-13</p> <p>14) One Building Inspector added from reclassification of Code Enforcement Officer (NBS) FY 13-14</p> <p>15) One Combination Inspector II downgraded to Building Inspector FY 13-14</p> | <p>16) One Building Inspector added FY 14-15. One Building Inspector added FY 15-16</p> <p>17) One Permit Tech reclassified to Customer Service Supervisor FY 16-17</p> <p>18) Development Services Specialist closed FY 17-18 (CORRECTION: position was reclassified to Residential Building Services Specialist FY 15-16) error located FY 19-20</p> <p>19) One Building Inspector reclassified to Senior Building Inspector FY 18-19</p> <p>20) One Residential Building Services Specialist reclassified to Senior Plans Examiner FY 20-21 (Residential Building Services Specialist position not reflected in budget book until FY 19-20; but has been an authorized position since 2015 due to a title change from Dev Services Spec)</p> |
|---|--|---|

# Planning DEPARTMENT

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 2021-2022

- 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 2022-2023

- Implement and monitor Tyler 1st Comprehensive Plan
- Timely review of land development proposals
- Preserve Tyler’s historical resources
- Administer the Billboard Registration Program.
- Administer TABC local fee renewal program.
- Audit landscaping Certificate of Completion for new developments
- Review applications for improvement, including Spanish language accessibility
- Develop career ladders
- Seek out training opportunities for staff

## SERVICE POINT EXPENDITURES – PLANNING & ZONING

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	604,183	762,198	684,254	958,083
Supplies and Services	32,497	44,975	45,034	44,975
Sundry	62,510	70,132	69,740	71,173
Utilities	36	750	750	750
Maintenance	-	-	-	-
Capital Outlay	-	2,000	2,000	2,000
<b>TOTAL</b>	<b>699,226</b>	<b>880,055</b>	<b>801,778</b>	<b>1,076,981</b>

# Planning DEPARTMENT CONT.

## SERVICE POINT EMPLOYEES – PLANNING

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1) & 11) Director of Planning	-	1	1	1	1
19, 24) Planning Manager	1	-	-	-	-
4, 18) Planner	2	2	2	2	2
5, 6, 13) Planning Technician	1	1	1	1	1
7, 8, 16,19) Principal Planner	1	1	1	1	1
3, 4, 7, 9, 16,17, 22) Senior Planner	1	1	1	1	1
12) Historic Preservation Officer	-	-	-	-	-
20, 21) Administrative Assistant	-	-	-	-	-
15) Planning Director/MPO Executive Director	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6) Planning Technician	-	-	-	-	-
<b>TOTAL REGULAR PART TIME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

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

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

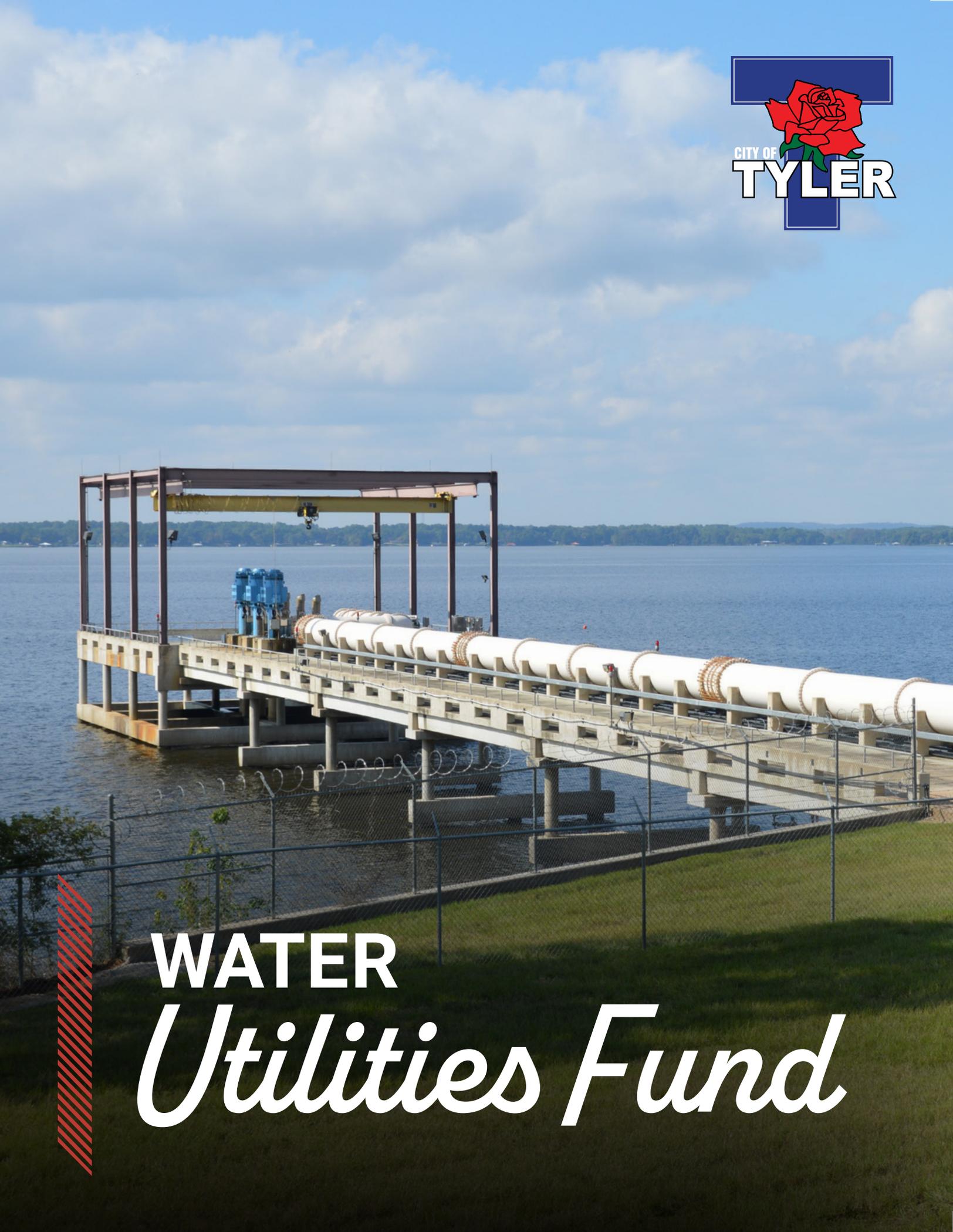
20) One Administrative Assistant reclassified to Executive Operations Coordinator/ Planning Tech FY 15-16

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

24) One Planning Manager reclassified to Director of Planning FY 19-20



**WATER**  
*Utilities Fund*



# Water Utilities FUND (502)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Unreserved Fund Balance	\$8,611,058	\$10,084,013	\$10,084,013	\$10,238,935
Operating Reserve	4,359,081	4,619,342	4,619,342	5,026,253
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>12,970,139</b>	<b>14,703,355</b>	<b>14,703,355</b>	<b>15,265,188</b>
<b>REVENUES</b>				
Use of Money and Property	161,903	150,637	143,103	142,867
Charges for Current Services	43,739,030	43,653,990	44,785,514	51,058,796
Miscellaneous Income	62,754	42,715	45,222	49,750
<b>TOTAL REVENUES</b>	<b>43,963,687</b>	<b>43,847,342</b>	<b>44,973,839</b>	<b>51,251,413</b>
<b>EXPENDITURES</b>				
741 Administration	4,159,254	5,446,495	4,701,232	5,928,180
742 Water Office	2,244,457	2,421,767	2,354,513	2,551,035
743 Water Distribution	4,225,472	4,185,875	4,294,950	4,458,772
744 Water Plant	6,107,076	8,332,360	7,272,035	9,411,895
745 Waste Collection	2,970,201	3,096,954	3,263,970	3,317,618
746 Waste Treatment	4,597,726	5,255,376	4,876,705	5,480,973
747 Lake Tyler	1,095,304	1,410,346	1,139,108	1,616,913
749 GIS	1,070,408	1,174,854	1,145,280	1,232,286
1741 Purchasing	224,876	290,200	275,073	312,152
1745 CD/CMOM ( Regulatory Monitoring)	2,968,454	3,560,694	2,966,948	3,570,977
1746 Sludge Disposal	1,132,385	1,141,386	1,218,542	1,336,557
<b>TOTAL EXPENDITURES</b>	<b>30,795,613</b>	<b>36,316,307</b>	<b>33,508,356</b>	<b>39,217,358</b>
Transfer In	3,654	-	-	-
(Transfer Out)	(11,438,512)	(10,893,084)	(10,903,650)	(10,984,135)
Economic Development Fund (208)	(174,996)	(175,000)	(175,000)	(175,000)
Utilities Capital Fund (503)	(6,607,692)	(5,500,000)	(5,500,000)	(5,500,000)
Productivity Fund (639)	(420,000)	(250,000)	(250,000)	(250,000)
Property and Facility Fund (663)	(50,652)	(50,653)	(50,653)	(50,653)
Debt Service Fund (504)	(3,885,172)	(4,517,431)	(4,527,997)	(4,558,482)
Technology Fund (671)	(300,000)	(400,000)	(400,000)	(450,000)
General Capital Fund (102)	-	-	-	-
Unreserved Fund Balance	10,084,013	5,893,860	10,238,935	10,432,504
Operating Reserve	4,619,342	5,447,446	5,026,253	5,882,604
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>\$14,703,355</b>	<b>\$11,341,306</b>	<b>\$15,265,188</b>	<b>\$16,315,108</b>

# Water Utilities FUND (502) CONT.

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>USE OF MONEY AND PROPERTY</b>				
Lake Tyler Lot Rental	\$62,782	\$63,637	\$62,670	\$66,867
Lake Tyler Marina	3,767	-	11,777	14,000
Barge Concession	15,844	12,000	17,471	14,000
Interest Earnings	79,510	75,000	51,185	48,000
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>161,903</b>	<b>150,637</b>	<b>143,103</b>	<b>142,867</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
Meter Activation	385,564	305,300	408,138	310,000
Water Service	211,031	153,400	243,070	176,000
Sewer Service	190,785	129,300	204,565	150,000
Sewer Activation	22,050	16,200	13,954	16,200
EMS Billing Fees	7,953	7,953	7,954	7,953
Water System Fee	118,010	117,288	119,263	118,522
Meter Set & Test Fees	16,607	16,000	16,000	16,000
Plug Fee	5,500	3,500	7,100	4,500
After Hrs./Additional Trip Fees	27,698	22,000	37,900	29,000
Water Quality Fee	143,436	142,800	144,473	142,000
Current Water Sales	21,350,261	21,735,055	21,865,386	25,939,709
Miscellaneous Water Sales	52,394	9,500	19,137	20,000
Old Account Collection Fees	-	-	-	-
Reconnect Fees	295,575	312,000	344,050	312,000
Overhead Reimbursement from Solid Waste Fund	294,735	313,710	313,710	301,546
Sewer Charges	18,039,549	17,796,924	17,993,071	20,800,940
Labor & Equipment	22,889	50,000	109,320	50,000
Water Connect Fees	281,650	272,500	262,325	272,500
Septic Tank Dumping Fees	467,597	479,500	572,197	594,482
Wholesale Water Sales	1,176,199	1,100,000	1,382,597	1,100,000
Late Notice Fees	384,981	450,000	473,680	450,000
Fire Line Charges	204,273	177,000	203,564	204,000
Overhead Reimbursement from Storm Water Fund	40,293	44,060	44,060	43,444
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>43,739,030</b>	<b>43,653,990</b>	<b>44,785,514</b>	<b>51,058,796</b>
<b>MISCELLANEOUS</b>				
Miscellaneous Income	40,454	25,900	21,917	29,950
Lake Tyler East Registration	2,700	2,815	2,800	2,800
Returned Check Fees	19,600	14,000	20,505	17,000
<b>TOTAL MISCELLANEOUS</b>	<b>62,754</b>	<b>42,715</b>	<b>45,222</b>	<b>49,750</b>
<b>TOTAL REVENUES</b>	<b>\$43,963,687</b>	<b>\$43,847,342</b>	<b>\$44,973,839</b>	<b>\$51,251,413</b>

# Utilities Construction FUND (503)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>8,076,135</b>	<b>6,529,102</b>	<b>6,529,102</b>	<b>5,001,704</b>
<b>REVENUES</b>				
ARPA Funds	-	-	-	5,912,090
Interest Earnings	59,623	70,000	34,860	50,000
<b>TOTAL REVENUES</b>	<b>59,623</b>	<b>70,000</b>	<b>34,860</b>	<b>5,962,090</b>
<b>EXPENDITURES</b>				
Special Services/Water Business Office Upgrades	-	-	-	-
Water System Improvements	2,078,584	1,850,000	1,000,357	1,850,000
Water Treatment Plant	2,120,878	2,957,800	2,520,378	6,251,930
Waste System Improvements	530,508	900,000	610,977	550,000
Waste Treatment Plant	3,484,378	4,463,300	2,930,546	6,478,558
Lake Tyler Improvements	-	-	-	500,000
<b>TOTAL EXPENDITURES</b>	<b>8,214,348</b>	<b>10,171,100</b>	<b>7,062,258</b>	<b>15,630,488</b>
Transfer In	6,607,692	5,500,000	5,500,000	5,500,000
Water Utilities Fund (502)	6,607,692	5,500,000	5,500,000	5,500,000
Water Utilities Debt Reserve Fund (505)	-	-	-	-
Transfer Out	-	-	-	-
Water Utilities Fund (502)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>6,529,102</b>	<b>1,928,002</b>	<b>5,001,704</b>	<b>833,306</b>

# Storm Water FUND (575)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>1,426,143</b>	<b>1,913,919</b>	<b>1,913,919</b>	<b>1,810,302</b>
<b>REVENUES</b>				
Interest Earnings	11,414	15,000	8,233	15,000
Storm Water Management	1,965,268	1,985,480	1,985,480	2,234,908
Miscellaneous Income	64	-	-	-
<b>TOTAL REVENUES</b>	<b>1,976,746</b>	<b>2,000,480</b>	<b>1,993,713</b>	<b>2,249,908</b>
<b>EXPENDITURES</b>				
Hazardous Material Operations	82,924	109,038	68,198	109,038
Storm Water Operations and Maint.	1,329,773	1,557,803	1,442,714	1,810,035
Storm Water Capital Projects	76,273	586,972	586,418	1,000,000
<b>TOTAL EXPENDITURES</b>	<b>1,488,970</b>	<b>2,253,813</b>	<b>2,097,330</b>	<b>2,919,073</b>
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>1,913,919</b>	<b>1,660,586</b>	<b>1,810,302</b>	<b>1,141,137</b>

# 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

# Water UTILITIES CONT.

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 provide 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,052,608	1,487,780	1,426,389	1,670,721
Supplies and Services	797,101	1,170,822	818,425	1,198,597
Sundry	2,259,363	2,722,265	2,404,705	2,989,204
Utilities	10,527	13,250	10,038	14,350
Maintenance	39,655	52,378	41,675	55,308
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>4,159,254</b>	<b>5,446,495</b>	<b>4,701,232</b>	<b>5,928,180</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – WATER ADMINISTRATION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
13) Director of Utilities and MD Public Works	1	1	1	1	1
Director of Utilities	1	1	1	1	1
14) Engineering Technician	-	1	1	1	1
Senior Utilities Specialist	1	1	1	1	1
12) Utilities Engineer	-	-	-	-	-
7 & 8) Utilities Construction Inspector	3	3	3	3	3
8) Environmental Compliance Engineer	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

- |  |   |   |
|--|---|---|
| <p>1) This position is being filled as an Accounting Technician but is budgeted as an Accountant I</p> <p>2) This position is being filled as an Advanced IT Specialist II but is budgeted as a GIS Developer/ Database Administrator</p> <p>3) Title changed to Director of Utilities and Public Works FY 2010-2011</p> <p>4) GIS Analyst upgraded to Senior GIS Analyst FY 2007-2008 and moved to MPO and Solid Waste Admini</p> <p>5) GIS Developer moved to WUF - GIS FY 2011-2012</p> | <p>6) GIS Technician II moved to WUF - GIS FY 2011-2012</p> <p>7) Four Utilities Construction Inspectors transferred from Stormwater in FY 09-10</p> <p>8) One Utilities Construction Inspector reclassified to Environmental Compliance Engineer FY 12-13</p> <p>9) Account Technician (budgeted as Accountant I) reclassified to Accountant FY 2016-2017</p> <p>10) Director of Utilities reclassified from Assistant City Manager FY 16-17</p> | <p>11) One Account transferred to Water Business Office FY 16-17</p> <p>12) Utilities Engineer position closed reflected in FY 18-19; exact year it was closed is unknown</p> <p>13) (Managing) Director of Utilities &amp; MD Public Works position frozen FY 19-20</p> <p>14) Engineering Technician moved from Consent Decree FY 19-20</p> |
|--|---|---|

## SERVICE POINT EXPENDITURES – WATER OFFICE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,137,782	1,190,549	1,115,526	1,250,211
Supplies and Services	573,878	596,018	586,566	608,708
Sundry	485,827	580,501	596,068	636,327
Utilities	51	250	192	250
Maintenance	46,919	54,449	56,161	55,539
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>2,244,457</b>	<b>2,421,767</b>	<b>2,354,513</b>	<b>2,551,035</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – WATER BUSINESS OFFICE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
3) Water Utilities Financial Manger	1	1	1	1	1
14) Accountant	1	1	1	1	1
8,11) Billing Specialist	2	2	2	2	2
13) Billing Supervisor	1	1	1	1	1
4) Customer Service Supervisor	1	1	1	1	1
7) Customer Service Representative	4	4	4	4	4
2) Senior Utilities Specialist	1	1	1	1	1
Training Coordinator*	1	1	1	1	1
Utility Account Servicer	4	4	4	4	4
7) WBO Team Lead	1	1	1	1	1
9) Customer Service Specialist	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>

- 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

# Water UTILITIES CONT.

## SERVICE POINT EXPENDITURES – WATER DISTRIBUTION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	2,386,398	2,490,000	2,549,003	2,638,835
Supplies and Services	214,657	171,291	194,894	263,428
Sundry	166,588	169,077	168,955	174,017
Utilities	14,834	16,524	13,576	22,764
Maintenance	949,959	927,408	946,993	1,010,353
Capital Outlay	493,036	411,575	421,529	349,375
<b>TOTAL</b>	<b>4,225,472</b>	<b>4,185,875</b>	<b>4,294,950</b>	<b>4,458,772</b>

## SERVICE POINT EMPLOYEES – WATER DISTRIBUTION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1, 18) Utilities Operations Manager	-	-	-	-	-
Manager, Water Resources Lakes	-	-	-	-	-
Crew Leader	2	2	2	2	2
6, 12) Equipment Operator II	3	3	3	3	3
2) & 5) & 7,14, 23,26) Laborer	6	6	8	8	8
5, 13) Meter Repairer	4	4	4	4	4
Meter Repair Supervisor	1	1	1	1	1
5, 7, 16) Semi-Skilled Laborer	6	6	6	6	6
20) Senior Clerk	-	-	-	-	-
Senior Utilities Operations Specialist	2	2	2	2	2
9, 19) Senior Secretary	-	-	-	-	-
24)Asset Technician	1	-	-	-	-
22)Asset Analyst	1	-	-	-	-
25)Senior Utilities Maintenance Repairer	1	-	-	-	-
6, 17) Truck Driver	3	3	3	3	3
Utility Locator	1	1	1	1	1
Water Distribution Superintendent	1	1	1	1	1
Utilities Maintenance Repairer/W	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>33</b>	<b>30</b>	<b>32</b>	<b>32</b>	<b>32</b>

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

# Water UTILITIES CONT.

- |   |  |  |
|---|--|--|
| <p>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</p> <p>8) One Purchasing Agent temporarily reassigned to full-time Lean Sigma Black Belt</p> <p>9) One Senior Secretary temporarily reassigned to full-time Purchasing Agent</p> <p>10) Inventory Technician reclassified to Purchasing Manager and moved to new Purchasing department during FY 13-14</p> <p>11) Purchasing Agent moved to Purchasing during FY 13-14</p> <p>12) Error located during FY 15/16 for One Equipment Operator II added FY 14-15 will not reflect in prior budget books &amp; for a Laborer added in FY 14/15 (below)</p> | <p>13) Two Meter Repairer added FY 14-15; not reflected in budget book until FY 15-16</p> <p>One Meter Repairer (#5) reclassified to Meter Repair Supervisor FY 14-15; not reflected in budget book until FY 17-18</p> <p>14) One Laborer added FY 14-15</p> <p>16) One Semi-Skilled Laborer added FY 16/17</p> <p>17) One Truck Driver added FY 17/18 and reclassified to Equipment Operator II FY 17-18</p> <p>18) Utilities Operations Manager reclassified to Manager, Water Resources Lakes FY 17-18 and transferred to Lake Tyler FY 18-19</p> <p>19) One Senior Secretary reclassified to Asset Technician FY 17-18</p> | <p>20) One Senior Clerk reclassified to Senior Utilities Operations Specialist FY 17-18</p> <p>21) One Water System Maint. Superintendent reclassified to Water Distribution Superintendent FY 17-18</p> <p>22) One Asset Analyst transferred to GIS FY 19-20 position not reflected in previous budget books</p> <p>23) One Laborer reclassified to Senior Utilities Operations Specialist FY 18-19</p> <p>24) One Asset Technician transferred to GIS FY 19-20</p> <p>25) One Senior Utility Maintenance Repairer transferred to WWC FY 19-20; not reflected in previous years</p> <p>26) Two Laborer positions added FY 20-21</p> |
|---|--|--|

## SERVICE POINT EXPENDITURES – WATER PLANT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,946,023	2,097,266	1,944,039	2,342,729
Supplies and Services	2,034,388	3,907,415	3,242,181	4,708,654
Sundry	86,904	96,379	96,380	94,045
Utilities	1,515,673	1,655,061	1,461,887	1,655,061
Maintenance	479,161	511,239	509,848	516,406
Capital Outlay	44,927	65,000	17,700	95,000
<b>TOTAL</b>	<b>6,107,076</b>	<b>8,332,360</b>	<b>7,272,035</b>	<b>9,411,895</b>

## SERVICE POINT EMPLOYEES – WATER PLANT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1,8) Water Treatment Superintendent	1	1	1	1	1
7) Manager, Water Production	-	-	-	-	-
Manager, Water Utilities Systems	1	1	1	1	1
Chief Treatment Plant Operator	2	1	1	1	1
Instrument Technician	1	1	1	1	1
4) Laborer	2	2	2	2	2
Plant Mechanic I/W	1	1	1	1	1
Plant Mechanic II/W	1	1	1	1	1
4) Plant Operator I/W	4	4	4	4	4
2) Plant Operator II/W	12	12	12	12	12
2) Plant Operator III/W	2	2	2	2	2
Utilities Lab Analyst	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>28</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>

# Water UTILITIES CONT.

- 1) Water Treatment Superintendent transferred to Water Business Office and Converted to Water Utilities Financial Manager FY 2010-2011 position is closed, error located FY 17/18 will not reflect in prior budget books
- 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 I added FY 15-16
- 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 reclassified to Manager, Water Utilities Systems FY 17-18
- 8) One Chief Treatment Plant Operator reclassified to Water Treatment Superintendent FY 17-18; updated and reflected in Personnel Schedule FY 19-20

## SERVICE POINT EXPENDITURES – WASTE COLLECTION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,855,369	1,801,335	1,922,217	1,815,416
Supplies and Services	173,568	198,340	233,590	354,659
Sundry	1,463	2,850	2,475	2,850
Utilities	2	275	69	275
Maintenance	927,872	969,154	1,004,283	999,418
Capital Outlay	11,927	125,000	101,336	145,000
<b>TOTAL</b>	<b>2,970,201</b>	<b>3,096,954</b>	<b>3,263,970</b>	<b>3,317,618</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – WASTEWATER COLLECTION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9) Wastewater Superintendent/ Construction	-	-	-	-	-
Wastewater Collection Superintendent	1	-	-	-	-
13) Manager, Water Utilities Systems, Operation & Maintenance	-	1	1	1	1
3) Crew Leader	2	2	2	2	2
1, 2, 3, 10) Laborer	8	8	8	8	8
2, 3, 6, 11) Semi-Skilled Laborer	4	4	4	4	4
12) Asset Technician	1	-	-	-	-
1, 3) Truck Driver	2	2	2	2	2
8) Equipment Operator II	1	1	1	1	1
14) Sr Utility Maintenance Repairer	-	1	1	1	1
4) Utilities Maintenance Repairer/W	7	7	7	7	7
<b>TOTAL REGULAR FULL TIME</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>

- |  |  |   |
|--|--|---|
| 1) 1 Laborer upgraded to Truck Driver FY 2010-2011   | FY 15-16   | 12) One Asset Technician transferred to GIS FY 19-20  |
| 2) 2 Laborers upgraded to Semi-skilled Laborers FY 2010-2011   | 6) One Semi-Skilled Laborer added FY 16/17   | 13) Wastewater Collection Superintendent reclassified to Manager, Water Utilities Systems, Operation & Maintenance FY 19-20 |
| 3) Four Frozen Laborers moved from Parks FY 13-14 as 1 crew leader, 1 truck driver, 1 semi-skilled and 1 laborer | 7) One Laborer added FY 16/17  | 14) One Sr Utility Maintenance Repairer transferred from Water Distribution; not reflected in previous years.               |
| 2) & 3) One semi-skilled laborer added FY 15-16  | 8) One Equipment Operator II added FY 17/18  |   |
| 4) One Utility Maintenance Repairer position added FY 15-16  | 9) Wastewater Superintendent - Construction/ Rep retitled to Wastewater Collection Superintendent FY 17-18 |   |
| 5) One Laborer moved to 743  | 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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,882,475	2,092,858	1,999,916	2,300,813
Supplies and Services	1,219,445	1,652,084	1,424,411	1,604,963
Sundry	65,356	75,227	67,830	74,178
Utilities	698,671	690,300	708,767	718,140
Maintenance	731,779	744,907	675,781	782,879
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>4,597,726</b>	<b>5,255,376</b>	<b>4,876,705</b>	<b>5,480,973</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – WASTE TREATMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
10) Wastewater Treatment Superintendent	1	1	1	1	1
11) Manager, Water Quality	-	-	-	-	-
Manager, Waste Water Utilities Systems	1	1	1	1	1
12) Chief Treatment Plant Operator	1	1	1	1	1
Industrial Pretreatment Inspector	1	1	1	1	1
Industrial Pretreatment Technician	1	1	1	1	1
6) Laborer	4	4	4	4	4
6) Plant Mechanic I/WW	2	2	2	2	2
Plant Mechanic II/WW	1	1	1	1	1
1, 5, 7, 13) Plant Operator I / II (2851 & 2852)	2	3	3	3	3
Plant Operator III	2	2	2	2	2
Utilities Lab Analyst	2	2	2	2	2
3, 8) Biosolids Truck Driver	2	2	2	2	2
4, 9) Biosolids Plant Operator I	2	2	2	2	2
5) Westside Plant Operator II (3768)	6	6	6	6	6
7, 13) Plant Operator II SSWTP (2853)	2	3	3	3	3
<b>TOTAL REGULAR FULL TIME</b>	<b>30</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>32</b>

- 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 reclassified to Manager, Manager Waste Water Utilities System FY 17-18
- 12) One Chief Treatment Plant Operator reclassified to Wastewater Treatment Superintendent FY 17-18
- 13) Plant Operator I position not located - many positions have converted back and forth between Plant Operator I and II, depending on experience. Plant Op I added to Plant Op II row FY 19-20 column updated to reflect the Plant Operator I and II positions under job title codes 2851, 2852 & 2853- previous years not updated as of 3/27/20 (job title codes) 2851 - 2 position; 2852 - 1 position; 2853 - 3 positions.

# Water UTILITIES CONT.

## SERVICE POINT EXPENDITURES – LAKE TYLER

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	407,471	519,144	391,454	730,064
Supplies and Services	232,363	307,644	179,260	333,719
Sundry	48,513	49,029	49,031	49,065
Utilities	9,607	10,800	9,549	10,800
Maintenance	397,350	523,729	509,814	493,265
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,095,304</b>	<b>1,410,346</b>	<b>1,139,108</b>	<b>1,616,913</b>

## SERVICE POINT EMPLOYEES – LAKE TYLER

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
3) Manager, Water Resources Lakes	1	1	1	1	1
Equipment Operator I	2	2	2	2	2
Foreman I	1	1	1	1	1
1) Laborer	3	3	3	3	3
Lake Supervisor I	1	1	1	1	1
Lake Supervisor II	1	1	1	1	1
Senior Utilities Specialist	1	1	1	1	1
<b>TOTAL DEPARTMENT</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

1) One laborer added FY 15-16

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

3) One Manager, Water Resources Lakes transferred from Water Distribution FY 18-19

## SERVICE POINT EXPENDITURES – GIS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	746,737	759,363	699,580	808,373
Supplies and Services	86,177	182,262	212,426	144,462
Sundry	237,494	233,229	233,274	279,451
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,070,408</b>	<b>1,174,854</b>	<b>1,145,280</b>	<b>1,232,286</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – GIS

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1, 10) GIS Addressing Technician	-	-	-	-	-
GIS Administrative Technician	1	1	1	1	1
1, 2,) Senior GIS Analyst	1	1	1	1	1
3,5, 6) GIS Developer	1	1	1	1	1
4, 9) GIS Technician II	-	-	-	-	-
GIS Analyst	1	1	1	1	1
11) Asset Analyst	-	1	1	1	1
12) Asset Technician	-	2	2	2	2
7) GIS Manager	1	1	1	1	1
8) Informatics Data Analyst	1	1	1	1	1
<b>TOTAL DEPARTMENT</b>	<b>6</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

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

9) GIS Tech II reclassified to GIS Analyst FY 18-19

10) GIS Addressing Tech reclassified to GIS Administrative Tech FY 18-19

11) One Asset Analyst (#1) transferred to GIS from Water Distribution FY 19-20; position not reflected in previous budget books

12) One Asset Technician transferred from Water Distribution (position originally reclassified from Senior Secretary #1) FY 19-20

## SERVICE POINT EXPENDITURES – PURCHASING

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	202,337	266,491	255,135	286,521
Supplies and Services	5,075	7,851	4,187	11,631
Sundry	4,862	5,149	5,081	5,167
Utilities	9	150	48	150
Maintenance	12,593	10,559	10,622	8,683
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>224,876</b>	<b>290,200</b>	<b>275,073</b>	<b>312,152</b>

# Water UTILITIES CONT.

## SERVICE POINT EMPLOYEES – PURCHASING

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Purchasing Manager	1	1	1	1	1
Purchaser	2	2	2	2	2
<b>TOTAL DEPARTMENT</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

## SERVICE POINT EXPENDITURES – CD/CMOM

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	12,173	55,116	64,865	65,329
Supplies and Services	2,950,703	3,500,000	2,896,505	3,500,000
Sundry	5,578	5,578	5,578	5,648
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>2,968,454</b>	<b>3,560,694</b>	<b>2,966,948</b>	<b>3,570,977</b>

## SERVICE POINT EXPENDITURES – WASTE TREATMENT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	333,732	332,032	290,517	318,669
Supplies and Services	592,628	564,698	649,341	758,508
Sundry	200	200	200	200
Utilities	20,136	18,000	16,566	16,200
Maintenance	185,689	226,456	261,918	242,980
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,132,385</b>	<b>1,141,386</b>	<b>1,218,542</b>	<b>1,336,557</b>

## SERVICE POINT EXPENDITURES – STORM WATER FIRE SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	26,839	28,800	28,397	28,800
Supplies and Services	55,955	75,838	37,701	75,838
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	130	4,400	2,100	4,400
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>82,924</b>	<b>109,038</b>	<b>68,198</b>	<b>109,038</b>

# Water UTILITIES CONT.

## SERVICE POINT EXPENDITURES – STORM WATER

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	716,024	891,378	757,965	973,312
Supplies and Services	87,470	72,834	93,001	130,836
Sundry	46,750	52,260	52,243	78,676
Utilities	7,472	8,900	8,834	9,892
Maintenance	472,057	532,431	530,671	617,319
Capital Outlay	76,273	586,972	586,418	1,000,000
<b>TOTAL</b>	<b>1,406,046</b>	<b>2,144,775</b>	<b>2,029,132</b>	<b>2,810,035</b>

## SERVICE POINT EMPLOYEES – STORM WATER MANAGEMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
22) Street Operations Manager	0.5	0.5	0.5	0.5	0.5
3, 23) Capital Budget Analyst	-	-	-	-	-
25) Communications Manager	-	-	-	-	-
Director of Marketing and Communications	0.07	-	-	-	-
Crew Leader	2	2	2	2	2
Equipment Operator II	4	4	4	4	4
Foreman II	1	1	1	1	1
Laborer	1	1	1	1	1
18) Project Engineer	0.15	-	-	-	-
Semi-Skilled Laborer	2	2	2	2	2
21) Administrative secretary	0.5	0.5	0.5	0.5	0.5
8) Truck Driver	2	2	2	2	2
14, 16,26) Administrative Assistant	-	-	-	-	-
19) Associate Engineer	-	-	-	-	-
<b>TOTAL REGULAR FULL TIME</b>	<b>13.22</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

1) One position upgraded to Capital Budget Analyst during FY 2007-2008

2) Associate Traffic Engineer position with 85% paid by Traffic Engineering

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

4) Communications Director position with 93% paid by Communications

5) Engineering Technician position with 60% paid by Engineering

6) Senior Secretary Two positions one with 76% paid by Traffic Engineering

7) Four positions transferred from Development Services Fund during FY 2009-2010

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

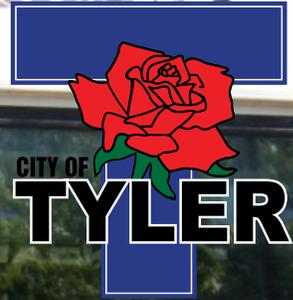
22) Street Operations manager payroll 50% paid by Streets FY 15-16

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.

26) One Administrative Assistant 100% transferred to Engineering FY 18-19



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20733

**SOLID WASTE**  
*Fund*



# Solid Waste FUND (560)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Operating Reserve	1,975,140	1,999,484	1,999,484	2,277,336
Unreserved Fund Balance	48,365	70,331	70,331	34,042
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>2,023,505</b>	<b>2,069,815</b>	<b>2,069,815</b>	<b>2,311,378</b>
<b>REVENUES</b>				
Interest and Rental Income	14,056	10,158	7,310	8,365
Charges for Residential Serv.	7,455,695	8,365,860	8,370,094	8,961,000
Charges for Commercial Serv.	4,582,604	4,568,412	4,604,086	4,803,359
Recycle Sales	100,021	85,000	114,885	128,140
Roll-Off	1,631,072	1,731,811	1,721,229	1,717,905
Miscellaneous	1,375,706	964,408	1,656,855	1,657,809
<b>TOTAL REVENUES</b>	<b>15,159,154</b>	<b>15,725,649</b>	<b>16,474,459</b>	<b>17,276,578</b>
<b>EXPENDITURES</b>				
Administration	1,893,043	1,926,925	1,921,936	1,984,209
Residential Collection	6,307,238	6,965,577	7,457,824	8,025,155
Commercial Collection	4,129,452	4,305,814	4,691,950	4,623,125
Keep Tyler Beautiful	184,254	203,969	199,483	212,501
Code Enforcement	815,905	1,001,567	911,050	1,029,832
<b>TOTAL EXPENDITURES</b>	<b>13,329,892</b>	<b>14,403,852</b>	<b>15,182,243</b>	<b>15,874,822</b>
(Transfer Out)	(1,782,952)	(1,250,653)	(1,050,653)	(1,175,653)
Economic Development Fund (208)	(174,996)	(150,000)	-	(100,000)
SW Capital Fund (562)	(1,032,304)	(800,000)	(800,000)	(725,000)
Productivity Fund (639)	(250,000)	(50,000)	-	(50,000)
Property and Facility Fund (663)	(50,652)	(50,653)	(50,653)	(50,653)
Technology Fund (671)	(275,000)	(200,000)	(200,000)	(250,000)
Operating Reserve	1,999,484	2,160,578	2,277,336	2,381,223
Unreserved Fund Balance	70,331	(19,619)	34,042	156,258
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>2,069,815</b>	<b>2,140,959</b>	<b>2,311,378</b>	<b>2,537,481</b>

# Solid Waste FUND (560) CONT.

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>USE OF MONEY AND PROPERTY</b>				
Rent - Miscellaneous	\$10,418	\$6,189	\$4,925	\$6,084
Interest Earnings	3,638	3,969	2,385	2,281
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>14,056</b>	<b>10,158</b>	<b>7,310</b>	<b>8,365</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
Residential Sanitation Fees	7,455,695	8,365,860	8,370,094	8,961,000
Commercial Fees	4,582,604	4,568,412	4,604,086	4,803,359
Roll-Off Collection Fees	1,631,072	1,731,811	1,721,229	1,717,905
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>13,669,371</b>	<b>14,666,083</b>	<b>14,695,409</b>	<b>15,482,264</b>
<b>RECYCLE SALES</b>				
Recycle Sales	100,021	85,000	114,885	128,140
<b>TOTAL RECYLCE SALES</b>	<b>100,021</b>	<b>85,000</b>	<b>114,885</b>	<b>128,140</b>
<b>MISCELLANEOUS INCOME</b>				
Landfill Royalty Fee	701,657	692,743	803,949	793,761
Miscellaneous Income	40,684	271,665	852,906	864,048
Landfill Tipping Fee	633,365	-	-	-
<b>TOTAL MISCELLANEOUS</b>	<b>1,375,706</b>	<b>964,408</b>	<b>1,656,855</b>	<b>1,657,809</b>
<b>TOTAL REVENUES</b>	<b>\$15,159,154</b>	<b>\$15,725,649</b>	<b>\$16,474,459</b>	<b>\$17,276,578</b>

# Solid Waste FUND (562)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Unreserved Fund Balance	178,878	32,834	32,834	320,969
<b>BEGINNING FUND BALANCE</b>	<b>178,878</b>	<b>32,834</b>	<b>32,834</b>	<b>320,969</b>
<b>REVENUES</b>				
Interest Earnings	537	10,000	576	5,000
Miscellaneous Income	-	-	-	-
<b>TOTAL REVENUES</b>	<b>537</b>	<b>10,000</b>	<b>576</b>	<b>5,000</b>
<b>EXPENDITURES</b>				
Sanitation Containers	230,565	310,000	310,000	300,000
New Commercial Trucks	321,096	320,000	117,822	485,000
Keep Tyler Beautiful Projects	627,224	84,619	84,619	-
Contingency	-	15,000	-	75,000
<b>TOTAL EXPENDITURES</b>	<b>1,178,885</b>	<b>729,619</b>	<b>512,441</b>	<b>860,000</b>
Transfer In	1,032,304	800,000	800,000	725,000
Solid Waste Fund (560)	1,032,304	800,000	800,000	725,000
Unreserved Fund Balance	32,834	113,215	320,969	190,969
<b>ENDING FUND BALANCE</b>	<b>32,834</b>	<b>113,215</b>	<b>320,969</b>	<b>190,969</b>

## Solid WASTE

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 2021-2022

- Provided Excellent Service to 31,022 residential customers.
- Provided Excellent Service to 2,280 commercial customers.
- Received Locals Love Us Award.
- Increased Landfill Access Fee from \$10 to \$15 to help with Keep Tyler Beautiful and Parks Projects
- Downtown Recycle Center generated \$100,021 in revenue.

### Goals for 2022-2023

- Continue to evaluate new software and technology that can optimize service and reduce labor cost.
- Engage and encourage all employees to participate in City U trainings.
- Continue to deliver excellent customer service to all customers.
- Update commercial container inventory.
- Evaluate Future Landfill Operations.

## Code ENFORCEMENT

### Accomplishments for 2021-2022

- Achieved a 100% conviction rate on illegal dumping cases
- Worked 16 substandard structure cases
- Voluntary Compliance rate of 98%
- Mowers cleaned over 356 sites
- Created new internal reports to better track response times on new and open cases

### Goals for 2022-2023

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

# Solid WASTE CONT.

## SERVICE POINT EXPENDITURES – ADMINISTRATION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	946,697	896,466	886,314	909,258
Supplies and Services	190,888	135,339	112,875	151,891
Sundry	855,020	894,430	922,232	922,370
Utilities	438	690	515	690
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,893,043</b>	<b>1,926,925</b>	<b>1,921,936</b>	<b>1,984,209</b>

## SERVICE POINT EMPLOYEES – SOLID WASTE ADMINISTRATION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6 & 7) Director of Solid Waste*	1	1	1	1	1
12, 13, 14) Solid Waste/VES Manager	-	-	-	-	-
Director of Solid Waste, Transit, & VES	1	1	1	1	1
8, 11) Account Specialist	1	1	1	1	1
Customer Service Supervisor	1	1	1	1	1
Senior Utilities Specialist	1	1	1	1	1
6 & 8) Account Speicalist Auditor*	1	1	1	1	1
10) Administrative Secretary	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

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. (VES) 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

# Solid WASTE CONT.

## SERVICE POINT EXPENDITURES – RESIDENTIAL COLLECTION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,807,829	2,042,569	2,217,263	2,396,586
Supplies and Services	2,219,855	2,115,239	2,554,784	2,643,068
Sundry	113,038	114,752	114,752	137,735
Utilities	1,813	2,020	1,815	2,020
Maintenance	2,164,703	2,690,997	2,569,210	2,845,746
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>6,307,238</b>	<b>6,965,577</b>	<b>7,457,824</b>	<b>8,025,155</b>

## SERVICE POINT EMPLOYEES – SOLID WASTE RESIDENTIAL COLLECTION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
15, 16) Commercial Equipment Operator	-	-	-	-	-
2, 4, 7, 8, & 11) Foreman II	3	3	3	3	3
9) Laborer	4	4	4	4	4
13, 14) Residential Equipment Operator	22	22	22	22	22
7) Residential Superintendent	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>

TEMPORARY POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
2) Commercial Sales Representative	-	-	-	-	-
<b>TOTAL TEMPORARY POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>

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

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

# Solid WASTE CONT.

## SERVICE POINT EXPENDITURES – COMMERCIAL COLLECTION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,243,042	1,404,095	1,454,498	1,366,544
Supplies and Services	1,984,572	2,034,303	2,212,479	2,254,534
Sundry	117,670	121,485	121,485	146,062
Utilities	5,279	4,175	4,700	4,175
Maintenance	778,889	741,756	898,788	851,810
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>4,129,452</b>	<b>4,305,814</b>	<b>4,691,950</b>	<b>4,623,125</b>

## SERVICE POINT EMPLOYEES – SOLID WASTE COMMERCIAL COLLECTION

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
2, 3, 4) Commercial Equipment Operator	11	11	11	11	11
1) Welder I	2	2	2	2	2
1) Welder II	1	1	1	1	1
8) Commercial Superintendent	1	1	1	1	1
Commercial Sales Representative	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

1) Two Welder positions I & II added FY 15-16

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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	644,540	804,332	723,671	812,564
Supplies and Services	50,968	69,648	56,703	80,698
Sundry	50,989	51,633	51,632	52,061
Utilities	3,445	5,447	3,912	4,347
Maintenance	65,963	70,507	75,132	80,162
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>815,905</b>	<b>1,001,567</b>	<b>911,050</b>	<b>1,029,832</b>

# Solid WASTE CONT.

## SERVICE POINT EMPLOYEES – CODE ENFORCEMENT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Code Enforcement Manager	1	1	1	1	1
8) Field Supervisor	1	1	1	1	1
7, 9, 10 ) Code Enforcement Officer I	2	-	-	-	-
2, 9, 12, 13) Code Services Officer	5	6	6	6	6
4) Equipment Operator II	1	1	1	1	1
5, 14) Laborer	-	1	1	1	1
11) Administrative Secretary	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

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 - no FY indicated, updated FY 19-20

11) Senior Clerk reclassified to Administrative Secretary FY 13-14. \*This department was formerly known as Environmental Services.

12) One Code Services Officer added FY 16-17

13) Two Code Services Officers added FY 18-19; positions transferred from Neighborhood Services/Housing (Rehab Project Specialist #1 and Code Enforcement Officer I #1)

14) One Laborer added in FY14-15 but not reflected in prior years- updated FY 19-20

## SERVICE POINT EXPENDITURES – LITTER CONTROL / KEEP TYLER BEAUTIFUL

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	68,320	88,444	81,514	96,976
Supplies and Services	115,003	114,725	117,152	114,725
Sundry	-	-	-	-
Utilities	931	800	817	800
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>184,254</b>	<b>203,969</b>	<b>199,483</b>	<b>212,501</b>

# Solid WASTE CONT.

## SERVICE POINT EMPLOYEES – KEEP TYLER BEAUTIFUL

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
2) Keep Tyler Beautiful Comm. Coord.	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

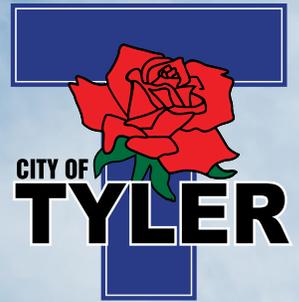
  

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
3) PT Keep Tyler Beautiful Technician	-	1	1	1	1
<b>TOTAL REGULAR PART TIME</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

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

3) One PT KTB Technician added FY 19-20

The background of the image is a large, multi-story brick building with a prominent arched entrance. The archway features a circular emblem with a white rose on a dark background, surrounded by the words "TYLER TEXAS" in a semi-circle. The building is constructed of reddish-brown bricks and has several windows with decorative glass panes. In the foreground, there is a paved plaza with a black trash can, a black lamp post, and a yellow and black striped bollard. The sky is blue with scattered white clouds.

**AIRPORT**  
*Fund*

# Tyler Pounds REGIONAL 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 2021-2022**

- Orchestrated planning between multiple City and County agencies to prepare for the Rose City Air Fest
- Secured a new restaurant for terminal building
- Initiated development of new hangars for Tract 7
- Facilitated purchase of Aircraft Rescue & Fire Fighting foam testing trailer with FAA grant funding
- Unified the TYR aviation community to finalize our Master Plan Update
- Collaborated with University of Texas at Tyler Art Department to create art displays in Terminal Lobby

## **Goals for 2022-2023**

- Create an Aviation Center of Excellence
- Equip employees with proper tools and training for response to all contingencies
- Create a collaborative work environment to maximize employee engagement

# Airport OPERATING FUND (524)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Reserve for Construction	\$300	\$300	\$300	\$300
Reserve for Customer Facility	448,836	448,718	448,718	438,111
Unreserve Working Capital	480,455	484,826	484,826	500,688
<b>BEGINNING FUND BALANCE</b>	<b>929,591</b>	<b>933,844</b>	<b>933,844</b>	<b>939,099</b>
<b>REVENUES</b>				
Use of Money and Property	909,265	995,215	973,653	986,817
Current Service Charges	78,175	101,600	95,271	100,600
Customer Facility Service Charges	109,794	110,000	103,046	104,000
Miscellaneous Income	40,145	29,196	21,451	14,176
Other Agencies	365,764	450,000	668,412	701,629
<b>TOTAL REVENUES</b>	<b>1,503,143</b>	<b>1,686,011</b>	<b>1,861,833</b>	<b>1,907,222</b>
<b>EXPENDITURES</b>				
<b>AIRPORT</b>				
Operations	1,399,318	1,679,604	1,573,500	1,683,933
Capital	52,668	25,000	25,000	-
Contingency	-	78,850	129,425	150,000
<b>AIRPORT TOTAL</b>	<b>1,451,986</b>	<b>1,783,454</b>	<b>1,727,925</b>	<b>1,833,933</b>
<b>CUSTOMER FACILITY</b>				
Wash Bay Maintenance	3,216	10,000	9,965	10,000
Wash Bay Debt Service	106,696	103,688	103,688	105,680
<b>CUSTOMER FACILITY TOTAL</b>	<b>109,912</b>	<b>113,688</b>	<b>113,653</b>	<b>115,680</b>
<b>TOTAL EXPENDITURES</b>	<b>1,561,898</b>	<b>1,897,142</b>	<b>1,841,578</b>	<b>1,949,613</b>
Transfer In	150,000	72,000	72,000	72,000
PFC (234)	150,000	72,000	72,000	72,000
Transfer Out	(86,992)	(87,000)	(87,000)	(69,475)
Airport Grant Fund (525)	(49,992)	(50,000)	(50,000)	(50,000)
Technology Fund (671)	(37,000)	(37,000)	(37,000)	(19,475)
Productivity Fund (639)	-	-	-	-
Reserve for Construction	300	300	300	300
Reserve for Customer Facility	448,718	445,030	438,111	426,431
Unreserve Working Capital	484,826	262,383	500,688	472,502
<b>ENDING FUND BALANCE</b>	<b>\$933,844</b>	<b>\$707,713</b>	<b>\$939,099</b>	<b>\$899,233</b>

# Airport OPERATING FUND (524) CONT.

## REVENUE DETAIL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>USE OF MONEY AND PROPERTY</b>				
Airline Facilities Rental	45,000	45,000	45,000	45,000
Airport Long-Term Parking	304,259	377,981	370,969	360,000
Interest Earnings	6,735	6,000	2,490	3,000
Landing Fees	38,517	42,133	45,776	45,000
Restaurant Concessions	12,084	9,600	8,643	9,500
FAA Building Rental	56,760	53,614	50,408	55,806
Car Leasing Rental	282,619	272,452	289,387	290,000
Agricultural Lease	418	1,868	2,111	1,693
Hangar Land Lease	106,419	121,367	111,931	129,791
HAMM	15,000	15,000	15,000	15,000
Common Use Fees	12,359	14,700	15,559	15,000
Wash Bay Fees	9,024	14,000	12,080	11,500
Non Aviation Land Lease	20,071	21,500	4,299	5,527
<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>909,265</b>	<b>995,215</b>	<b>973,653</b>	<b>986,817</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
Airport Fuel Flowage	62,574	79,000	78,321	78,000
Customer Facility Charge	109,794	110,000	103,046	104,000
Advertising Space Fees	15,601	22,600	16,950	22,600
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>187,969</b>	<b>211,600</b>	<b>198,317</b>	<b>204,600</b>
<b>MISCELLANEOUS INCOME</b>				
Miscellaneous Income	701,657	692,743	803,949	793,761
Miscellaneous Income	40,684	271,665	852,906	864,048
<b>TOTAL MISCELLANEOUS</b>	<b>40,145</b>	<b>29,196</b>	<b>21,451</b>	<b>14,176</b>
<b>OTHER AGENCIES</b>				
CARES Act	314,720	-	-	450,000
CRSSA Grant	51,044	450,000	668,156	251,629
CRSSA Concession	-	-	256	-
<b>TOTAL OTHER AGENCIES</b>	<b>365,764</b>	<b>450,000</b>	<b>668,412</b>	<b>701,629</b>
<b>TOTAL REVENUES</b>	<b>1,503,143</b>	<b>1,686,011</b>	<b>1,861,833</b>	<b>1,907,222</b>

# Airport OPERATING FUND (524) CONT.

## SERVICE POINT EXPENDITURES - AIRPORT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	573,140	807,780	775,821	871,786
Supplies and Services	248,682	208,367	203,521	227,702
Sundry	176,633	264,520	315,425	353,285
Utilities	156,021	160,930	148,233	155,510
Maintenance	244,842	316,857	259,925	225,650
Capital Outlay	52,668	25,000	25,000	-
<b>TOTAL</b>	<b>1,451,986</b>	<b>1,783,454</b>	<b>1,727,925</b>	<b>1,833,933</b>

## SERVICE POINT EMPLOYEES – AIRPORT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
5) & 7) Airport Manager	1	1	1	1	1
Airport Operations Supervisor	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
8) Airport Projects Coordinator	1	1	1	1	1
1) & 4) Airport Technician I	2	2	2	2	2
Airport Technician II	1	1	1	1	1
Airport Technician III	2	2	2	2	2
9) Airport Technician IV	2	2	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

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

9) Added one Airport Technician IV FY 14-15

## SERVICE POINT EXPENDITURES - CUSTOMER FACILITY CHARGE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	106,696	103,688	103,688	105,680
Utilities	-	-	-	-
Maintenance	3,216	10,000	9,965	10,000
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>109,912</b>	<b>113,688</b>	<b>113,653</b>	<b>115,680</b>



HOTEL  
*Tax Fund*



# Hotel TAX FUND (211)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Unreserved Fund Balance	\$1,653,267	\$1,436,728	\$1,436,728	\$889,533
Reserve (2% Tax)	4,238,736	4,715,689	4,715,689	1,244,379
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>5,892,003</b>	<b>6,152,417</b>	<b>6,152,417</b>	<b>2,133,912</b>
<b>REVENUES</b>				
7 % Occupancy Tax	2,988,990	2,878,446	3,310,967	3,323,177
2 % Occupancy Tax	854,381	822,651	946,742	949,885
Interest Earnings	39,820	75,497	27,225	30,000
Donations Liberty Hall	10,000	10,000	-	-
<b>TOTAL REVENUES</b>	<b>3,893,191</b>	<b>3,786,594</b>	<b>4,284,934</b>	<b>4,303,062</b>
<b>EXPENDITURES</b>				
Texas Rose Festival	-	10,000	10,000	10,000
Discovery Place	32,400	32,400	32,400	32,400
Symphony	50,000	50,000	50,000	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	666,500	691,500	691,500	691,500
Tyler Civic Theatre	-	-	-	-
McClendon House	-	4,500	4,500	4,500
Historic Aviation Museum	13,500	13,500	13,500	13,500
Texas Hotel & Lodging Dues	18,585	20,500	16,924	20,500
2% Convention Center Facility	377,428	11,321,892	10,668,052	-
Sport Tyler Award	25,000	25,000	25,000	25,000
Special Services	12,368	31,000	9,688	35,000
Parking Lot Improvement	-	42,000	39,287	-
Tournament Expenses	-	5,000	-	-
Contingencies	-	72,000	-	150,000
<b>TOTAL EXPENDITURES</b>	<b>1,244,281</b>	<b>12,367,792</b>	<b>11,609,351</b>	<b>1,080,900</b>
Transfers In	-	6,250,000	6,250,000	3,250,000
Half-Cent Fund (231)	-	3,250,000	3,250,000	3,250,000
Rainy Day Fund (235)	-	3,000,000	3,000,000	-
(Transfers Out)	(2,388,496)	(2,944,088)	(2,944,088)	(3,117,800)
Tourism Fund (219)	(2,363,500)	(2,325,000)	(2,325,000)	(2,500,000)
HOT Debt Service (302)	-	(594,088)	(594,088)	(592,800)
Property and Facility Management (663) (Roof Replacement Tourism)	(24,996)	(25,000)	(25,000)	(25,000)
Unreserved Fund Balance	1,436,728	410,683	889,533	44,010
Reserve (2% Tax)	4,715,689	466,448	1,244,379	5,444,264
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>\$6,152,417</b>	<b>\$877,131</b>	<b>\$2,133,912</b>	<b>\$5,488,274</b>

# Hotel TAX FUND (211) CONT.

## SERVICE POINT EXPENDITURES - 7% HOTEL/MOTEL OCCUPANCY TAX

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	30,953	56,500	26,612	55,500
Sundry	835,900	947,400	875,400	1,025,400
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	42,000	39,287	-
<b>TOTAL</b>	<b>866,853</b>	<b>1,045,900</b>	<b>941,299</b>	<b>1,080,900</b>

## SERVICE POINT EXPENDITURES - 2% HOTEL/MOTEL OCCUPANCY TAX

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	377,428	905,752	267,923	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	10,416,140	10,400,129	-
<b>TOTAL</b>	<b>377,428</b>	<b>11,321,892</b>	<b>10,668,052</b>	<b>-</b>



OTHER  
*Funds*

# Cemeteries OPERATING FUND (204)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>142,425</b>	<b>15,854</b>	<b>15,854</b>	<b>18,108</b>
<b>REVENUES</b>				
Permits	7,150	13,450	4,650	8,000
Interest Earnings	847	3,369	(4)	3,369
Current Service Charges	107,003	110,400	81,865	174,500
<b>TOTAL REVENUES</b>	<b>115,000</b>	<b>127,219</b>	<b>86,511</b>	<b>185,869</b>
<b>EXPENDITURES</b>				
Cemetery	264,307	280,400	297,750	470,870
<b>TOTAL EXPENDITURES</b>	<b>264,307</b>	<b>280,400</b>	<b>297,750</b>	<b>470,870</b>
Transfer In	22,736	219,277	213,493	315,000
Cemetery Trust Fund (713)	22,736	19,277	13,493	15,000
General Fund (101)	-	200,000	200,000	300,000
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>15,854</b>	<b>81,950</b>	<b>18,108</b>	<b>48,107</b>

## SERVICE POINT EXPENDITURES - CEMETERIES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	143,057	162,180	169,397	173,379
Supplies and Services	24,154	20,336	24,917	198,121
Sundry	13,239	12,605	12,605	12,493
Utilities	31,546	49,000	42,493	49,000
Maintenance	52,311	36,279	48,338	37,877
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>264,307</b>	<b>280,400</b>	<b>297,750</b>	<b>470,870</b>

# Cemeteries OPERATING FUND (204) CONT.

## SERVICE POINT EMPLOYEES – AIRPORT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Cemeterian	1	1	1	1	1
Groundskeeper	1	1	1	1	1
2)Crew Leader	-	1	1	1	1
Laborer	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

1) Cemeterian position frozen FY 17-18 - until further notice

2) One Crew Leader added - not a new position, but not reflected in previous years

# Cemetery TRUST FUND (713)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>3,104,957</b>	<b>3,182,287</b>	<b>3,182,287</b>	<b>3,254,963</b>
<b>REVENUES</b>				
Interest Earnings	23,569	19,277	13,493	15,000
Sales	76,497	96,600	71,610	109,600
<b>TOTAL REVENUES</b>	<b>100,066</b>	<b>115,877</b>	<b>85,103</b>	<b>124,600</b>
Transfer In	-	-	-	-
Transfer Out	(22,736)	(19,277)	(12,427)	(15,000)
Cemetery Operating Fund (204)	(22,736)	(19,277)	(12,427)	(15,000)
<b>ENDING FUND BALANCE</b>	<b>3,182,287</b>	<b>3,278,887</b>	<b>3,254,963</b>	<b>3,364,563</b>

# Police FORFEITURE FUND (205)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>466,269</b>	<b>464,900</b>	<b>464,900</b>	<b>283,981</b>
<b>REVENUES</b>				
Judgement of Forfeitures - State	98,959	41,000	-	41,000
Judgement of Forfeitures - Federal	9,469	-	-	-
Training Registration	50,700	20,000	10,000	20,000
Interest Earnings	4,268	2,233	2,081	2,233
<b>TOTAL REVENUES</b>	<b>163,396</b>	<b>63,233</b>	<b>12,081</b>	<b>63,233</b>
<b>EXPENDITURES</b>				
Federal Forfeiture	113,712	119,800	70,000	70,000
State Forfeiture	51,053	82,000	75,000	82,000
Training/Range Upgrades	-	65,700	48,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>164,765</b>	<b>267,500</b>	<b>193,000</b>	<b>177,000</b>
<b>ENDING FUND BALANCE</b>	<b>464,900</b>	<b>260,633</b>	<b>283,981</b>	<b>170,214</b>

## SERVICE POINT EXPENDITURES - STATE FORFEITURE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	33,583	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	80,129	119,800	70,000	70,000
<b>TOTAL</b>	<b>113,712</b>	<b>119,800</b>	<b>70,000</b>	<b>70,000</b>

## SERVICE POINT EXPENDITURES - FEDERAL FORFEITURE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	20,931	7,000	-	7,000
Sundry	663	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	29,459	75,000	75,000	75,000
<b>TOTAL</b>	<b>51,053</b>	<b>82,000</b>	<b>75,000</b>	<b>82,000</b>

## Park Improvement FUND (206)

### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	-	-	-	<b>168,416</b>
<b>REVENUES</b>				
Landfill Access Fee	-	642,525	682,436	675,000
Interest Earnings	-	385	-	385
<b>TOTAL REVENUES</b>	-	<b>642,910</b>	<b>682,436</b>	<b>675,385</b>
<b>EXPENDITURES</b>				
Park Capital Improvements	-	514,020	514,020	662,000
<b>TOTAL EXPENDITURES</b>	-	<b>514,020</b>	<b>514,020</b>	<b>662,000</b>
Transfer In	-	-	-	-
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	-	<b>128,890</b>	<b>168,416</b>	<b>181,801</b>

## Court Special FEE FUND (207)

### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Reserve for Technology	\$74,482	\$10,874	\$10,874	\$(47,061)
Reserve for Efficiency	(4,931)	29,499	29,499	50,064
Reserve for Partners for Youth	76,334	31,637	31,637	(50,229)
Reserve for Jury	706	2,277	2,277	4,070
Reserve for Security	(117,779)	(28,844)	(28,844)	54,700
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>28,812</b>	<b>45,443</b>	<b>45,443</b>	<b>11,544</b>
<b>REVENUES</b>				
Technology Fees	102,593	101,623	106,874	104,000
Security Fees	88,935	84,000	96,544	94,000
Partners for Youth Fees	93,396	86,204	100,172	100,000
Juvenile Class Fees	127,042	145,911	116,312	130,000
Efficiency Fees	62,458	77,009	59,903	65,000
Jury Fees	1,571	810	1,793	2,000
Truancy Prevention	2,848	6,600	2,086	2,000
Interest Earnings	366	4,019	195	4,019
<b>TOTAL REVENUES</b>	<b>479,209</b>	<b>506,176</b>	<b>483,879</b>	<b>501,019</b>

# Court Special FEE FUND (207) CONT.

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL CONT.

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>EXPENDITURES</b>				
Expenditures for Technology	166,567	151,866	165,004	102,866
Expenditures for Security	-	13,000	13,000	14,050
Expenditures for Partners for Youth	267,983	303,230	300,436	308,605
Expenditures for Jury	-	900	-	-
Expenditures for Efficiency	28,028	57,700	39,338	60,300
<b>TOTAL EXPENDITURES</b>	<b>462,578</b>	<b>526,696</b>	<b>517,778</b>	<b>485,821</b>
(Transfer Out)	-	-	-	-
Productivity Fund (639)	-	-	-	-
Reserve for Technology	10,874	(35,350)	(47,061)	(41,908)
Reserve for Efficiency	29,499	48,808	50,064	54,764
Reserve for Partners for Youth	31,637	(32,878)	(50,229)	(126,834)
Reserve for Jury	2,277	2,187	4,070	6,070
Reserve for Security	(28,844)	42,156	54,700	134,650
<b>ENDING FUND BALANCE</b>	<b>\$45,443</b>	<b>\$24,923</b>	<b>\$11,544</b>	<b>\$26,742</b>

## SERVICE POINT EXPENDITURES - COURT TECHNOLOGY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	97,401	80,000	95,838	72,000
Utilities	-	-	-	-
Maintenance	69,166	71,866	69,166	30,866
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>166,567</b>	<b>151,866</b>	<b>165,004</b>	<b>102,866</b>

## SERVICE POINT EXPENDITURES - MUNICIPAL COURT SECURITY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	11,000	11,000	12,050
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	2,000	2,000	2,000
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>13,000</b>	<b>13,000</b>	<b>14,050</b>

# Court Special FEE FUND (207) CONT.

## SERVICE POINT EXPENDITURES - PARTNERS FOR YOUTH PROGRAM

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	173,716	205,830	208,315	231,855
Supplies and Services	94,267	97,400	92,121	76,750
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>267,983</b>	<b>303,230</b>	<b>300,436</b>	<b>308,605</b>

## SERVICE POINT EMPLOYEES – PARTNERS FOR YOUTH PROGRAM

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1) Deputy Court Clerk	2	2	2	2	2
1) Juvenile Case Coordinator	1	1	1	1	1
1) Juvenile Program Coordinator	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

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

## SERVICE POINT EXPENDITURES - JURY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	900	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>900</b>	<b>-</b>	<b>-</b>

## SERVICE POINT EXPENDITURES - COURT EFFICIENCY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	28,028	57,700	39,338	60,300
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>28,028</b>	<b>57,700</b>	<b>39,338</b>	<b>60,300</b>

# Economic Development FUND (208)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	161,354	347,885	347,885	359,253
<b>REVENUES</b>				
Interest Earnings	1,539	1,921	1,368	1,500
<b>TOTAL REVENUES</b>	<b>1,539</b>	<b>1,921</b>	<b>1,368</b>	<b>1,500</b>
<b>EXPENDITURES</b>				
Economic Development	165,000	330,400	165,000	208,750
<b>TOTAL EXPENDITURES</b>	<b>165,000</b>	<b>330,400</b>	<b>165,000</b>	<b>208,750</b>
Transfer In	349,992	325,000	175,000	275,000
Water Utilities Fund (502)	174,996	175,000	175,000	175,000
Solid Waste Fund (560)	174,996	150,000	-	100,000
Airport Operations Fund (524)	-	-	-	-
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>347,885</b>	<b>344,406</b>	<b>359,253</b>	<b>427,003</b>

## TIF TIRZ #4 (217)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	6,223	15,114	15,114	67,991
<b>REVENUES</b>				
Property Tax	8,837	75,719	52,711	102,516
Interest Earnings	54	-	166	150
<b>TOTAL REVENUES</b>	<b>8,891</b>	<b>75,719</b>	<b>52,877</b>	<b>102,666</b>
<b>EXPENDITURES</b>				
TIRZ	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer In	-	-	-	-
General Fund (101)	-	-	-	-
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>15,114</b>	<b>90,833</b>	<b>67,991</b>	<b>170,657</b>

# TIF TIRZ #3 (218)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>521,207</b>	<b>623,218</b>	<b>623,218</b>	<b>741,960</b>
<b>REVENUES</b>				
Property Tax	99,182	104,222	117,412	125,371
Interest Earnings	4,304	6,508	2,830	3,000
<b>TOTAL REVENUES</b>	<b>103,486</b>	<b>110,730</b>	<b>120,242</b>	<b>128,371</b>
<b>EXPENDITURES</b>				
TIRZ	1,475	5,000	1,500	5,000
<b>TOTAL EXPENDITURES</b>	<b>1,475</b>	<b>5,000</b>	<b>1,500</b>	<b>5,000</b>
Transfer In	-	-	-	-
TIF / TIRZ #2 (209)	-	-	-	-
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>623,218</b>	<b>728,948</b>	<b>741,960</b>	<b>865,331</b>

# Tourism & Convention FUND (219)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>127,411</b>	<b>287,003</b>	<b>287,003</b>	<b>343,422</b>
<b>REVENUES</b>				
Rose Garden	66,233	59,000	86,885	232,000
Convention Center	(9,909)	-	4,402	595,000
Main Street Revenue	2,006	9,900	9,394	10,000
Liberty Hall Revenue	14,773	123,900	77,612	128,400
Interest Earnings	53,526	18,710	1,052	2,500
<b>TOTAL REVENUES</b>	<b>126,629</b>	<b>211,510</b>	<b>179,345</b>	<b>967,900</b>
<b>EXPENDITURES</b>				
Rose Garden Center	258,752	288,967	291,713	495,501
Rose Garden Maint.	630,143	617,105	558,942	645,091
Convention Center & Goodman	831,391	881,057	909,517	1,190,574
Liberty Hall	209,563	256,761	188,701	328,473
Main Street	380,688	512,289	479,053	506,457
Contingencies	-	-	-	150,000
<b>TOTAL EXPENDITURES</b>	<b>2,310,537</b>	<b>2,556,179</b>	<b>2,427,926</b>	<b>3,166,096</b>
Transfer In	2,363,500	2,325,000	2,325,000	2,500,000
Hotel Tax Fund (211)	2,363,500	2,325,000	2,325,000	2,500,000
Transfer Out	(20,000)	(20,000)	(20,000)	(20,000)
Technology Fund (671)	(20,000)	(20,000)	(20,000)	(20,000)
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>287,003</b>	<b>247,334</b>	<b>343,422</b>	<b>625,226</b>

## SERVICE POINT EXPENDITURES - ROSE GARDEN CENTER

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	164,901	174,569	190,249	227,010
Supplies and Services	21,403	22,455	26,677	22,455
Sundry	4,619	5,381	4,857	12,048
Utilities	29,925	50,000	33,529	50,000
Maintenance	37,904	36,562	36,401	71,988
Capital Outlay	-	-	-	112,000
<b>TOTAL</b>	<b>258,752</b>	<b>288,967</b>	<b>291,713</b>	<b>495,501</b>

# Tourism & Convention FUND (219) CONT.

## SERVICE POINT EMPLOYEES – ROSE GARDEN CENTER

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
2 & 3) Building Maintenance Worker	1	1	1	1	1
7)Custodian	1	-	-	-	-
Venue Attendant	-	1	1	1	1
Tourism Facility Custodial Supervisor	1	1	1	1	1
5)Receptionist/Greeter	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

Positions moved to Rose Garden Center from Visitor's Facility FY 2011-2012

1) One clerk reclassified to Visitor Facilities Coordinator during FY 11-12

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

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

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

6) Reservation Specialist reclassified to Tourism Facility Custodial Supervisor FY 18-19

7) One Custodian retitled to Venue Attendant FY 19-20

## SERVICE POINT EXPENDITURES - ROSE GARDEN CENTER MAINTENANCE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	301,278	381,999	304,404	337,611
Supplies and Services	135,999	55,272	83,834	92,959
Sundry	46,701	47,434	47,388	46,798
Utilities	25,539	45,650	30,759	45,650
Maintenance	85,491	79,733	85,540	87,073
Capital Outlay	35,135	7,017	7,017	35,000
<b>TOTAL</b>	<b>630,143</b>	<b>617,105</b>	<b>558,942</b>	<b>645,091</b>

# Tourism & Convention FUND (219) CONT.

## SERVICE POINT EMPLOYEES – ROSE GARDEN CENTER MAINTENANCE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Crew Leader	1	1	1	1	1
Groundskeeper	2	2	2	2	2
1, 2) Laborer	3	3	3	3	3
3) Parks Superintendent	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

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

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	538,319	704,195	718,619	834,674
Supplies and Services	51,202	22,586	30,960	53,485
Sundry	122,652	121,345	120,945	138,796
Utilities	59,383	5,175	11,258	114,075
Maintenance	59,835	2,756	2,735	24,544
Capital Outlay	-	25,000	25,000	25,000
<b>TOTAL</b>	<b>831,391</b>	<b>881,057</b>	<b>909,517</b>	<b>1,190,574</b>

# Tourism & Convention FUND (219) CONT.

## SERVICE POINT EMPLOYEES – VISITOR FACILITIES

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
8, 11) Managing Director Parks/ Recreation Operations	0.5	0.6	0.6	0.6	0.6
4) Parks Manager	0.3	0.3	0.3	0.3	0.3
16) Goodman & Special Events Supervisor	-	1	1	1	1
2, 9) Building Maintenance Worker	-	-	-	-	-
12) Budget Administrator/ Cemeterian	0.95	-	-	-	-
17) Budget Analyst & Internal Auditor	-	0.95	0.95	0.95	0.95
Tourism Facilities Supervisor	1	1	1	1	1
2, 19, 21) Custodian	1	-	-	-	2
Venue Attendant	-	1	1	1	1
1, 16) Museum Curator	1	-	-	-	-
10, 13) Manager of Tourism Facilities & Community Beautification	-	-	-	-	-
14) SR Manager of Parks, Recreation & Tourism	0.45	0.45	0.45	0.45	0.45
<b>TOTAL REGULAR FULL TIME</b>	<b>5.2</b>	<b>5.3</b>	<b>5.3</b>	<b>5.3</b>	<b>7.3</b>
REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
18, 20) Custodian	2	2	2	2	2
Venue Attendant	-	1	1	1	1
16) Goodman & Special Events Supervisor	-	1	1	1	1
<b>TOTAL PART FULL TIME</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
TEMPORARY POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
18)Custodian	1	-	-	-	-
<b>TOTAL TEMPORARY</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>8.2</b>	<b>8.3</b>	<b>8.3</b>	<b>8.3</b>	<b>10.3</b>

- 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
  - 14) Manager of Tourism Facilities & Community Beautification reclassified to Senior Manager Parks, Recreation & Tourism FY 18-19 salary split 55% Parks/45% Tourism
  - 15) MD Parks/Recreation salary split 60% visitor facilities 40% liberty hall
  - 16) One Museum Curator reclassified to Goodman & Special Event

- Supervisor FY 19-20
- 17) Budget Administrator/ Cemeterian retitled to Budget Analyst & Internal Auditor FY 19-20, salary split 95% Tourism/5% Parks Admin
  - 18) One temporary Custodian upgraded to one part time Custodian FY 17/18; updated for FY 19-20
  - 19) One Custodian (FT) retitled to Venue Attendant (FT) FY 19-20
  - 20) One Custodian (PT) retitled to Venue Attendant (PT) FY 19-20
  - 21) Custodians for Conference Center Grounds FY 22-23

# Tourism & Convention FUND (219) CONT.

## SERVICE POINT EXPENDITURES - LIBERTY HALL

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	140,462	66,744	72,166	84,024
Supplies and Services	23,336	139,686	72,416	170,456
Sundry	15,747	16,550	17,719	30,617
Utilities	11,311	16,841	7,999	17,681
Maintenance	18,707	16,940	18,401	25,695
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>209,563</b>	<b>256,761</b>	<b>188,701</b>	<b>328,473</b>

## SERVICE POINT EXPENDITURES - MAIN STREET

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	192,285	270,170	261,503	284,771
Supplies and Services	163,860	211,857	184,332	188,255
Sundry	19,992	20,206	25,334	21,325
Utilities	1,742	3,355	1,404	3,355
Maintenance	2,809	6,701	6,480	8,751
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>380,688</b>	<b>512,289</b>	<b>479,053</b>	<b>506,457</b>

## SERVICE POINT EMPLOYEES – MAIN STREET & LIBERTY HALL

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Main Street Program Director	1	1	1	1	1
8) Downtown Ambassador	2	2	2	2	2
Administrative Assistant	1	1	1	1	1
5, 7) Managing Director Parks/ Recreation Operations	0.3	0.4	0.4	0.4	0.4
6) Director of Marketing and Communications	0.46	-	-	-	-
<b>TOTAL REGULAR FULL TIME</b>	<b>4.76</b>	<b>4.4</b>	<b>4.4</b>	<b>4.4</b>	<b>4.4</b>

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;

7) MD Parks/Recreation salary split 60% visitor facilities 40% liberty hall

8) Downtown Ambassadors transferred to Main Street from Liberty Hall

# Airport Passenger FACILITY FUND (234)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>127,193</b>	<b>123,750</b>	<b>123,750</b>	<b>221,167</b>
<b>REVENUES</b>				
Passenger Facility Charge	145,641	144,000	168,616	150,000
Interest Earnings	916	2,000	801	2,000
<b>TOTAL REVENUES</b>	<b>146,557</b>	<b>146,000</b>	<b>169,417</b>	<b>152,000</b>
<b>EXPENDITURES</b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer In	-	-	-	-
Transfer Out	(150,000)	(72,000)	(72,000)	(72,000)
Half-Cent Sales Tax (Non-Budgetary Fund)	-	-	-	-
Airport Operations Fund (524)	(150,000)	(72,000)	(72,000)	(72,000)
<b>ENDING FUND BALANCE</b>	<b>123,750</b>	<b>197,750</b>	<b>221,167</b>	<b>301,167</b>

# Rainy Day FUND (235)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE \</b> <b>WORKING CAPITAL</b>	\$7,161,407	\$11,175,690	\$11,175,690	\$8,290,145
<b>REVENUES</b>				
Oil Leases and Royalties	41,248	60,000	69,940	60,000
Sale of Property	766,917	-	-	-
Interest Earnings	60,160	126,790	44,515	55,000
<b>TOTAL REVENUES</b>	<b>868,325</b>	<b>186,790</b>	<b>114,455</b>	<b>115,000</b>
<b>EXPENDITURES</b>				
Downtown Property Maintenance	-	-	-	-
Special Services	20,049	-	-	-
Building Improvements	-	-	-	-
Purchase of Land	288,428	-	-	-
Contingencies	-	100,000	-	100,000
<b>TOTAL EXPENDITURES</b>	<b>308,477</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
Transfers In	3,454,435	-	-	-
General Fund (101)	3,454,435	-	-	-
(Transfers Out)	-	(3,000,000)	(3,000,000)	-
HOT Fund (211)	-	(3,000,000)	(3,000,000)	-
<b>ENDING FUND BALANCE</b>	<b>\$11,175,690</b>	<b>\$8,262,480</b>	<b>\$8,290,145</b>	<b>\$8,305,145</b>

# PEG Fee FUND (236)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>896,085</b>	<b>1,043,892</b>	<b>1,043,892</b>	<b>1,156,578</b>
<b>REVENUES</b>				
PEG Fee	230,581	236,293	224,470	236,293
Interest Earnings	6,925	7,875	4,446	7,875
<b>TOTAL REVENUES</b>	<b>237,506</b>	<b>244,168</b>	<b>228,916</b>	<b>244,168</b>
<b>EXPENDITURES</b>				
Technology Costs	60,208	60,230	60,230	53,116
Technology Updates	29,491	213,000	56,000	213,000
Studio Renovations	-	-	-	-
Contingency	-	50,000	-	50,000
<b>TOTAL EXPENDITURES</b>	<b>89,699</b>	<b>323,230</b>	<b>116,230</b>	<b>316,116</b>
Transfer In	-	-	-	-
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>1,043,892</b>	<b>964,830</b>	<b>1,156,578</b>	<b>1,084,630</b>

# Neighborhood SERVICES

## Accomplishments for 2021-2022

- Acquired Property through Eminent Domain to complete TJ Austin Sidewalk extension project Phase I
- Completed TJ Austin Sidewalk extension project Phase I
- Completed TJ Austin Sidewalk extension project Phase II
- Prepared RFP for Nobel E. Young Park project
- 90% Complete on 7 homes in the Hidden Palace Subdivision
- 5 homes pending demo as of 4/27/2022
- Served all remaining families from its 2019 waiting list,
- Opened the waiting list/ application process for new applicants/ families in May 2021 and placed 1,126 families on its new/ current waiting list,
- Increased its payment standard from 100% to 110% to decrease rental burdens on families,
- Applied for additional VASH vouchers to increase its allocation to support the need of veteran housing assistance
- Partnered with CDBG and other financial institutions to market Homeownership opportunities for low-income participants
- Received a SEMAP score of 100%, resulting in Tyler's Housing Agency being classified as a High Performer (carryover from previous performance year)
- Partnered and collaborated with Workforce Solutions East Texas to assist participants with employment opportunities and job readiness training, BCFS Community Action Network (CAN) to provide medical and health care services to participating families, and continued to serve on the Housing Panel of the East Texas Human Needs Network Council that addresses community barriers such as affordable housing, homelessness, transportation, health, and safety, etc.
- Began construction of public reception and restroom areas to respond, prepare and prevent the spread of COVID-19
- Expanded its use of technology and self-serve options through the use of an onsite kiosk machine for participating HCV and FSS participants

- Conducted outreach efforts for new owners in order to increase assisted HCV properties as well as conducted three workshops for owners and their designated maintenance and management personnel.

## Major Budget Items

- Homebuyer Assistance and Credit Counseling Program;
- First-Time Homebuyer Program - \$220,000
- New Construction projects - \$755,127
- Public Facilities including Street Infrastructure - \$643,580
- Housing Choice Voucher Assistance Program; and -Family Self-Sufficiency Program

## Goals for 2022-2023

- Covid Funds Allocated for P.T. Cole Park improvements
- Complete Phase II of Hidden Palace
- Assist with Street Improvement in the Eastern District
- Economic Development at Loop and Gentry Parkway
- Assist 7 Families with Down Payment Assistance
- 10 Substandard Homes Demolished
- Become 100% staffed and position personnel in appropriate role
- Increase /maintain an average of 75% VASH lease-ups
- Maintain monthly average HAP expenditure of =>98%
- Maintain lease-ups with a 98% monthly average
- Host three or more inspection Q&A seminars for landlords and increase landlord participation
- Reduce tenant fraud repayments
- Exhaust 2021 waiting list and re-open application process
- Continue business operations virtually while re-opening department (by scheduled appointment)

# Homeownership/Housing FUND (274)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
BEGINNING FUND BALANCE	424	427	427	429
TOTAL REVENUES	3	14	2	14
TOTAL EXPENDITURES	-	-	-	-
ENDING FUND BALANCE	427	441	429	443

# Housing Assistance PAYMENTS FUND (276)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Reserve for Voucher Program	347,798	112,169	112,169	184,484
Reserve for Administration	812,156	644,877	644,877	681,725
<b>BEGINNING FUND BALANCE</b>	<b>1,159,954</b>	<b>757,046</b>	<b>757,046</b>	<b>866,209</b>
<b>REVENUES</b>				
HUD Voucher	7,018,409	7,583,598	8,605,386	8,500,000
HUD Administration	694,672	670,000	702,590	780,000
Portability Voucher	185,838	225,000	225,714	250,000
Portability Administration	10,505	20,250	14,246	16,200
FSS Administration	57,510	69,579	69,579	58,563
Vash Voucher	-	-	-	-
Fraud Reimbursement - Voucher	36,964	15,000	26,898	30,000
Fraud Reimbursement - Administration	36,963	15,000	27,003	30,000
CARES Act	-	827	-	-
Rental Income	12,000	12,000	12,000	12,000
Interest Earnings	8,207	16,000	2,145	12,000
<b>TOTAL REVENUES</b>	<b>8,061,068</b>	<b>8,627,254</b>	<b>9,685,561</b>	<b>9,688,763</b>
<b>EXPENDITURES</b>				
HAP Voucher	7,096,759	6,703,874	8,331,135	8,547,500
HAP Administration	649,097	1,332,579	715,705	1,038,226
Portability Voucher	196,716	250,000	235,855	200,000
Portability Administration	-	17,000	-	19,000
FSS Administration	60,776	79,299	75,010	79,748
Tenant Protection Voucher	23,448	39,000	29,018	32,500
Tenant Protection Administration	-	16,300	-	10,000
Vash Voucher	170,795	217,320	189,675	230,000
CARES Act	266,385	827	692	-
<b>TOTAL EXPENDITURES</b>	<b>8,463,976</b>	<b>8,656,199</b>	<b>9,577,090</b>	<b>10,156,974</b>
Reserve for Voucher Program	112,169	725,573	184,484	(45,516)
Reserve for Administration	644,877	2,528	681,725	443,514
<b>ENDING FUND BALANCE</b>	<b>757,046</b>	<b>728,101</b>	<b>866,209</b>	<b>397,998</b>

# Housing Assistance PAYMENTS FUND (276)

## SERVICE POINT EXPENDITURES - HOUSING ASSISTANCE PAYMENT PROGRAM

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	480,508	565,609	516,740	793,717
Supplies and Services	76,714	147,174	98,788	146,177
Sundry	7,162,375	7,273,390	8,399,919	8,602,132
Utilities	11,500	15,000	13,271	16,200
Maintenance	14,759	35,280	18,122	27,500
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>7,745,856</b>	<b>8,036,453</b>	<b>9,046,840</b>	<b>9,585,726</b>

## SERVICE POINT EMPLOYEES – HOUSING

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
12) NBS Operations manager	-	-	-	-	-
Housing Manager	1	1	1	1	1
10, 11) Neighborhood Services Manager	0.1	0.1	0.1	0.1	0.1
Housing Services Manager	1	1	1	1	1
Clerk	1	1	1	1	1
12,14, 17) Code Enforcement/ Housing Inspector	-	-	-	-	-
Section 8/Housing Inspector	1	1	1	1	1
6, 22) Eligibility Analyst	-	2	2	2	2
23)Senior Clerk	1	-	-	-	-
Housing Eligibility Supervisor	1	1	1	1	1
7, 9, 21) Certified Housing Specialist	2	3	3	3	3
Lead Certified Housing Specialist	1	-	-	-	-
Code Enforcement/Housing Inspector Supervisor	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>10.1</b>	<b>11.1</b>	<b>11.1</b>	<b>11.1</b>	<b>11.1</b>

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

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

11) 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

17) One Code Enforcement Officer I (#1) transferred to Code Enforcement FY 18-19

# Housing Assistance PAYMENTS FUND (276)

- 18) NBS Operations Manager reclassified to Housing Manager FY 18-19 salary no longer split
- 19) Community Development Manager downgraded to Housing Project Coordinator FY 18-19 (Other - HOME tab)
- 20) Housing Project Coordinator reclassified back to Community Development Manager FY 18-19 (Other - CDBG tab)
- 21) One Lead Certified Housing Specialist downgraded to Certified Housing Specialist (this change was noticed in FY 19-20)
- 22) One Homebuyer Specialist position (CDBG) reclassified to Eligibility Analyst FY 19-20
- 23) One Senior Clerk reclassified to Eligibility Analyst FY 19-20

## SERVICE POINT EXPENDITURES - HOUSING PORTABILITY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	17,000	-	19,000
Sundry	196,716	250,000	235,855	200,000
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>196,716</b>	<b>267,000</b>	<b>235,855</b>	<b>219,000</b>

## SERVICE POINT EXPENDITURES - FSS HOMEOWNERSHIP PROGRAM

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	60,776	79,299	75,010	79,748
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>60,776</b>	<b>79,299</b>	<b>75,010</b>	<b>79,748</b>

# Housing Assistance PAYMENTS FUND (276)

## SERVICE POINT EMPLOYEES – FSS HOME OWNERSHIP

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
1) FSS Homeownership Coordinator	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

1) New Position FSS Homeownership Coordinator added FY 2010-2011 (Grant funded position for 1 year); renewed for FY 21-22

## SERVICE POINT EXPENDITURES - TENANT PROTECTION PROGRAM

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	16,300	-	10,000
Sundry	23,448	39,000	29,018	32,500
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>23,448</b>	<b>55,300</b>	<b>29,018</b>	<b>42,500</b>

## SERVICE POINT EXPENDITURES - HUD - VASH

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	170,795	217,320	189,675	230,000
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>170,795</b>	<b>217,320</b>	<b>189,675</b>	<b>230,000</b>

## SERVICE POINT EXPENDITURES - CARES ACT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	266,385	827	692	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>266,385</b>	<b>827</b>	<b>692</b>	<b>-</b>

# Community Development GRANTS FUND (294)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>62,768</b>	<b>86,889</b>	<b>86,889</b>	<b>86,889</b>
<b>REVENUES</b>				
CDBG Grant Income	455,150	1,623,132	1,220,251	804,475
HIP Income	350	-	-	-
CARES Act	-	1,158,411	-	-
Miscellaneous Income	24,443	10,000	10,000	10,000
<b>TOTAL REVENUES</b>	<b>479,943</b>	<b>2,791,543</b>	<b>1,230,251</b>	<b>814,475</b>
<b>ADMINISTRATIVE EXPENDITURES</b>				
Administration	146,229	184,462	167,499	160,895
Rehab Administration	-	-	-	-
Homebuyers Administration	-	-	302	-
Demolition Administration	5,174	-	2	-
Code Enforcement Administration	33,124	-	4,391	-
Public Facilities Administration	-	-	178	-
CARES Act Administration	5,100	-	-	-
Miscellaneous Expense (not covered by grant)	668	12,000	-	-
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>8,463,976</b>	<b>8,656,199</b>	<b>9,577,090</b>	<b>10,156,974</b>
<b>PROJECT EXPENDITURES</b>				
Administration	-	-	-	-
Rehab Administration	37,648	-	-	-
Homebuyers Administration	-	132,178	50,000	-
Demolition Administration	112,238	50,000	-	50,000
Code Enforcement Administration	-	126,278	-	-
Public Facilities Administration	109,651	1,137,563	1,007,879	593,580
CARES Act Projects	5,990	1,158,411	-	-
Miscellaneous Expense (not covered by grant)	-	-	-	-
<b>TOTAL PROJECT EXPENDITURES</b>	<b>265,527</b>	<b>2,604,430</b>	<b>1,057,879</b>	<b>643,580</b>
<b>TOTAL EXPENDITURES</b>	<b>455,822</b>	<b>2,800,892</b>	<b>1,230,251</b>	<b>804,475</b>
<b>ENDING FUND BALANCE</b>	<b>86,889</b>	<b>77,540</b>	<b>86,889</b>	<b>96,889</b>

# Community Development GRANTS FUND (294)

## SERVICE POINT EXPENDITURES - CDBG ADMIN

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	66,463	84,967	85,087	136,747
Supplies and Services	42,905	75,111	58,028	22,523
Sundry	36,051	22,809	22,809	50
Utilities	70	75	75	75
Maintenance	740	1,500	1,500	1,500
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>146,229</b>	<b>184,462</b>	<b>167,499</b>	<b>160,895</b>

## SERVICE POINT EXPENDITURES - CDBG REHAB

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	37,648	-	-	-
<b>TOTAL</b>	<b>37,648</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SERVICE POINT EXPENDITURES - CDBG HOMEBUYERS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	302	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	132,178	50,000	-
<b>TOTAL</b>	<b>-</b>	<b>132,178</b>	<b>50,302</b>	<b>-</b>

## SERVICE POINT EXPENDITURES - CDBG DEMOLITION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	3,657	-	-	-
Supplies and Services	1,517	-	2	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	112,238	50,000	-	50,000
<b>TOTAL</b>	<b>117,412</b>	<b>50,000</b>	<b>2</b>	<b>50,000</b>

# Community Development GRANTS FUND (294)

## SERVICE POINT EXPENDITURES - CDBG CODE ENFORCEMENT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	10,552	-	244	-
Supplies and Services	16,144	-	4,147	-
Sundry	6,428	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	126,278	-	-
<b>TOTAL</b>	<b>33,124</b>	<b>126,278</b>	<b>4,391</b>	<b>-</b>

## SERVICE POINT EXPENDITURES - PUBLIC FACILITIES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	178	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	109,651	1,137,563	1,007,879	593,580
<b>TOTAL</b>	<b>109,651</b>	<b>1,137,563</b>	<b>1,008,057</b>	<b>593,580</b>

## SERVICE POINT EXPENDITURES - CDBG MATCH/MISCELLANEOUS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	350	-	-	-
Sundry	318	12,000	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>668</b>	<b>12,000</b>	<b>-</b>	<b>-</b>

## SERVICE POINT EXPENDITURES - CARES ACT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	4,438	-	-	-
Supplies and Services	662	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	5,990	1,158,411	-	-
<b>TOTAL</b>	<b>11,090</b>	<b>1,158,411</b>	<b>-</b>	<b>-</b>

# Community Development GRANTS FUND (294)

## SERVICE POINT EMPLOYEES – CDBG

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
7, 8) Neighborhood Services Manager	0.7	0.7	0.7	0.7	0.7
6, 9, 16, 20) Community Development Manager	1	1	-	-	-
15) NBS Operations Manager	-	-	-	-	-
3,17) Homebuyers Specialist	1	-	-	-	-
13, 14)Rehab Project Specialist	-	-	-	-	-
10, 18) Senior Secretary	0.9	0.9	-	-	-
Community Development Specialist	-	-	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>3.6</b>	<b>2.6</b>	<b>2.7</b>	<b>2.7</b>	<b>2.7</b>

- 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 Senior Secretary 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
- 14) One Rehab Project Specialist (#1) transferred to Code Enforcement FY 18-19

- 15) NBS Operations Manager reclassified to Housing Manager 100%paid from Housing FY 18-19
- 16) Housing Project Coordinator reclassified back to Community Development Manager FY 18-19
- 17) One Homebuyer Specialist position reclassified to Eligibility Analyst under Housing FY 19-20
- 18) One Senior Secretary position reclassified to Housing Projects Coordinator salary 100% paid by CDBG FY 20-21
- 19) One Housing Projects Coordinator reclassified to Community Development Specialist FY 20-21
- 20) One CDBG Manager reclassified to Community Development Specialist FY 20-21

# Home Grant FUNDS (295)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>249,869</b>	<b>18,335</b>	<b>18,335</b>	<b>18,335</b>
<b>REVENUES</b>				
HOME Grant Income	10,085	1,928,473	1,635,833	404,168
Program Income	-	-	75,918	672,000
Miscellaneous Income	-	39,062	-	-
<b>TOTAL REVENUES</b>	<b>479,943</b>	<b>2,791,543</b>	<b>1,230,251</b>	<b>814,475</b>
<b>EXPENDITURES</b>				
Administration	6,388	366,160	31,751	40,417
Homebuyers	-	-	-	200,000
CHDO	-	49,473	-	48,919
New Construction / Re- construction	3,698	1,513,180	1,176,000	786,832
Local Match	231,533	39,062	504,000	-
Public Facilities Administration	-	-	178	-
CARES Act Administration	5,100	-	-	-
Miscellaneous Expense (not covered by grant)	668	12,000	-	-
<b>TOTAL EXPENDITURES</b>	<b>241,619</b>	<b>1,967,875</b>	<b>1,711,751</b>	<b>1,076,168</b>
<b>ENDING FUND BALANCE</b>	<b>18,335</b>	<b>17,995</b>	<b>18,335</b>	<b>18,335</b>

## SERVICE POINT EXPENDITURES - HOME

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	3,715	5,628	5,736	10,112
Supplies and Services	2,673	11,033	7,100	30,305
Sundry	-	349,499	18,915	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	235,231	1,601,715	1,680,000	1,035,751
<b>TOTAL</b>	<b>241,619</b>	<b>1,967,875</b>	<b>1,711,751</b>	<b>1,076,168</b>

# Home Grant FUNDS (295) CONT.

## SERVICE POINT EMPLOYEES – HOME

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6, 7) Neighborhood Services Manager	0.20	0.20	0.20	0.20	0.20
5, 8,11) Community Development Manager	-	-	-	-	-
9) NBS Operations Manager	-	-	-	-	-
9, 12) Senior Secretary	0.10	0.10	-	-	-
<b>TOTAL REGULAR FULL TIME</b>	<b>0.3</b>	<b>0.3</b>	<b>0.2</b>	<b>0.2</b>	<b>0.2</b>

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 Senior Secretary 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

8) One Rehab Project Specialist - Community Development division (#3) reclassified to Community Development Manager salary split between 5 NBS accounts 20%? FY 17-18

9) NBS Operations Manager reclassified to Housing Manager 100%paid from Housing FY 18-19

10) Community Development Manager downgraded to Housing Project Coordinator FY 18-19

11) Housing Project Coordinator reclassified back to Community Development Manager FY 18-19

12) One Senior Secretary position reclassified to Housing Projects Coordinator salary paid by CDBG FY 20-21

# Metropolitan Planning ORGANIZATION

## 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 2021-2022

- 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 2019 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 2022-2023

- 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)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
BEGINNING FUND BALANCE	-	-	-	-
TOTAL REVENUES	463,062	579,113	179,958	831,823
TOTAL EXPENDITURES	463,062	579,113	179,958	831,823
ENDING FUND BALANCE	-	-	-	-

## SERVICE POINT EXPENDITURES - 104F TRANSPORT PLANNING

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	114,383	107,314	118,329	250,237
Supplies and Services	204,699	144,500	55,270	318,500
Sundry	37,573	327,249	6,357	263,036
Utilities	5	50	2	50
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>356,660</b>	<b>579,113</b>	<b>179,958</b>	<b>831,823</b>

# 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 2021-2022

- Purchased 2nd Gillig 30 foot bus
- Approved Purchase 4 ARBOC buses
- Increased overall advertisement revenue on buses

- Continued Campus Connect program with UT Tyler and TJC
- Evaluated Transit Route Study for improvements
- Removed old Transit Stops
- Increased ridership above last year's operations
- Improved management of Transit and saved money by taking it back in house

## Goals for 2022-2023

- With current Genfare cash handling system becoming obsolete December 31, 2022, evaluation of Cashless fare systems to be evaluated for implementation
- Promote free travel training for all riders
- Maintain and enhance existing contracts and partnerships
- Improve security with better managed security during specific time operations
- Improve outside security with exterior gating of main Transit Depot
- Evaluate and improve Route Study findings
- Evaluate Fixed Route Software for better management and customer utilization
- Evaluate MPO plan for Intermodal Facility for land purchase needs
- Add Transit Assistant Manager position
- Add Transit Operations Coordinator position

# Transit System FUND (286)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>50,669</b>	<b>55,196</b>	<b>55,196</b>	<b>150,398</b>
<b>REVENUES</b>				
Transit Fees	118,619	179,000	165,171	179,000
Advertising	10,860	10,000	25,325	25,000
Bus Sales and Other Income	5,706	10,000	4,074	10,000
State Grant	604,775	749,751	264,640	648,019
Federal Grant	2,691,726	3,699,401	3,505,567	3,555,745
<b>TOTAL REVENUES</b>	<b>3,431,686</b>	<b>4,648,152</b>	<b>3,964,777</b>	<b>4,417,764</b>
<b>EXPENDITURES</b>				
Transit Operations	3,521,281	4,709,777	3,919,575	4,817,764
<b>TOTAL EXPENDITURES</b>	<b>3,521,281</b>	<b>4,709,777</b>	<b>3,919,575</b>	<b>4,817,764</b>
Transfer In	94,122	50,000	50,000	400,000
General Fund (101)	94,122	50,000	50,000	400,000
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>55,196</b>	<b>43,571</b>	<b>150,398</b>	<b>150,398</b>

## SERVICE POINT EXPENDITURES - TYLER TRANSIT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,012,970	1,077,000	1,017,307	1,805,664
Supplies and Services	209,571	238,081	231,958	317,140
Sundry	26,669	24,816	24,813	87,187
Utilities	5,747	3,126	2,973	2,976
Maintenance	246,558	264,500	264,493	264,500
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,501,515</b>	<b>1,607,523</b>	<b>1,541,544</b>	<b>2,477,467</b>

## SERVICE POINT EXPENDITURES - ADA

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	303,172	554,821	345,221	107,553
Supplies and Services	577,626	579,448	572,505	631,656
Sundry	33,526	33,835	32,551	28,820
Utilities	5,680	3,125	2,910	2,975
Maintenance	142,646	165,000	98,798	165,000
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,062,650</b>	<b>1,336,229</b>	<b>1,051,985</b>	<b>936,004</b>

# Transit System FUND (286) CONT.

## SERVICE POINT EXPENDITURES - TRANSIT ARRA FUNDS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	641,435	1,424,250	1,020,382	1,118,445
<b>TOTAL</b>	<b>641,435</b>	<b>1,424,250</b>	<b>1,020,382</b>	<b>1,118,445</b>

## SERVICE POINT EXPENDITURES - GRANTS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	37,223	38,281	35,649	91,165
Supplies and Services	72,854	81,516	75,233	10,590
Sundry	51,517	-	-	-
Utilities	701	3,125	2,910	2,975
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>162,295</b>	<b>122,922</b>	<b>113,792</b>	<b>104,730</b>

## SERVICE POINT EXPENDITURES - TRANSIT PLANNING

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	75,192	84,004	66,493	140,262
Supplies and Services	72,669	79,986	73,642	9,060
Sundry	-	51,737	51,737	28,820
Utilities	5,525	3,126	-	2,976
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>153,386</b>	<b>218,853</b>	<b>191,872</b>	<b>181,118</b>

# Transit System FUND (286) CONT.

## SERVICE POINT EMPLOYEES – TRANSIT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
8, 11, 16, 26, 30 ) Transit Manager	-	-	-	-	1
Transportation Operations Coordinator	1	1	1	1	1
31) Transit Assistant Manager	-	-	-	-	1
25) Administrative Secretary	1	1	1	1	1
7, 19) Bus Driver	16	16	16	16	16
12, 18) Transit Dispatcher/Scheduler	1	1	1	1	1
Transit Supervisor	2	2	2	2	2
27) Transit Compliance Officer	-	-	1	1	1
28) Transit Development Specialist	-	-	1	1	1
21) Senior Bus Driver	4	4	4	4	4
23, 24) Solid Waste Manager	-	-	-	-	-
22) Treasury Manager	0.25	0.25	0.25	0.25	0.25
<b>TOTAL REGULAR FULL TIME</b>	<b>25.25</b>	<b>25.25</b>	<b>27.25</b>	<b>27.25</b>	<b>29.25</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
10 & 13) Custodian	1	1	1	1	1
13) Bus Driver	1	1	1	1	1
<b>TOTAL REGULAR PART TIME</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

SUBSTITUTE POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9,15) Bus Driver	6	6	6	6	6
<b>TOTAL REGULAR PART TIME</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>33.25</b>	<b>33.25</b>	<b>35.25</b>	<b>35.25</b>	<b>37.25</b>

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) & 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

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

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

26) Transit Manager was eliminated due to contract management services with MCDT.

27) Transit Compliance Officer was eliminated due to contract management services with MCDT.

28) One Transit Development Specialist position added FY 20-21

29) Transit Compliance Officer added back FY 20-21, per Personnel Changes from Budget (requisition to add position to position control has not been sent in by the department as of February 2021)

30) Contract with MCDT, Transit Manager added back to budget FY 23

# Productivity Improvement FUND (639)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>2,101,646</b>	<b>2,562,120</b>	<b>2,562,120</b>	<b>2,448,253</b>
<b>TOTAL REVENUES</b>	<b>21,297</b>	<b>45,428</b>	<b>12,376</b>	<b>45,428</b>
<b>EXPENDITURES</b>				
Services	53,128	2,500	46,313	202,500
Productivity Pay & Severance	56,496	950,551	50,000	500,000
Internal Audit	26,909	60,300	60,000	85,300
Strategic Planning	115,080	123,471	119,610	132,926
Lean Six Sigma/City U	229,210	456,649	350,320	469,184
<b>TOTAL EXPENDITURES</b>	<b>480,823</b>	<b>1,593,471</b>	<b>626,243</b>	<b>1,389,910</b>
Transfer In	920,000	550,000	500,000	550,000
General Fund (101)	250,000	250,000	250,000	250,000
Rainy Day Fund (235)	-	-	-	-
Utilities Fund (502)	420,000	250,000	250,000	250,000
Solid Waste Fund (560)	250,000	50,000	-	50,000
Airport Fund (524)	-	-	-	-
Storm Water (575)	-	-	-	-
Special Revenue Funds	-	-	-	-
Internal Service Funds	-	-	-	-
Transfer Out	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>2,562,120</b>	<b>1,564,077</b>	<b>2,448,253</b>	<b>1,653,771</b>

# Productivity Improvement FUND (639)

## SERVICE POINT EXPENDITURES - PRODUCTIVITY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,461	-	-	-
Supplies and Services	53,128	65,675	46,313	202,500
Sundry	55,035	887,376	50,000	500,000
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>109,624</b>	<b>953,051</b>	<b>96,313</b>	<b>702,500</b>

## SERVICE POINT EXPENDITURES - INTERNAL AUDIT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	26,909	60,300	60,000	85,300
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>26,909</b>	<b>60,300</b>	<b>60,000</b>	<b>85,300</b>

## SERVICE POINT EXPENDITURES - STRATEGIC PLANNING

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	94,534	92,485	92,709	102,969
Supplies and Services	893	11,280	7,195	13,050
Sundry	19,653	19,706	19,706	16,907
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>115,080</b>	<b>123,471</b>	<b>119,610</b>	<b>132,926</b>

## SERVICE POINT EXPENDITURES - CITY UNIVERSITY

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	63,481	143,465	128,100	162,710
Supplies and Services	27,777	124,558	91,602	121,494
Sundry	137,952	188,626	130,618	184,980
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>229,210</b>	<b>456,649</b>	<b>350,320</b>	<b>469,184</b>

# Productivity Improvement FUND (639)

## SERVICE POINT EMPLOYEES – PRODUCTIVITY

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
12) Learning and Development Manager	-	-	1	1	1
10) Innovation Pipeline Manager	1	-	-	-	-
8) SR PR Marketing Specialist/ Grantwriter	-	-	-	-	-
Public Safety PIO	0.75	-	-	-	-
9) Public Works PIO	1	-	-	-	-
11) Strategic Planning Coordinator	-	1	1	1	1
Manager for Innovation	1	-	-	-	-
<b>TOTAL REGULAR FULL TIME</b>	<b>3.75</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>

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

7) Grant Officer reclassified to Sr PR Marketing Specialist/Grantwriter FY 14-15

8) Sr PR Marketing Specialist/Grantwriter reclassified to Public Safety Public Information Officer FY 18-19 salary split 75% Productivity 25% Police

9) One Senior Secretary transferred from the PD & reclassified to Public Works Public Information Officer FY 18-19

10) Innovation Pipeline no longer a City department/position, eliminated FY 19-20

11) Manager for Innovation reclassified to Strategic Planning Coordinator FY 19-20

12) One Learning and Development Manager position created FY 20-21 (City University department)

# 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 2020-2021

- Oakwood Complex Parking lot Phase one complete
- New City owned 8000-gallon fuel tanks installed and completed with fuel master dispenser
- All bulk Diesel and Unleaded tanks , including fuel tanks for generators are being electronically monitored and are automatically refilled
- New camera system is installed, and all cameras are operational.

## Goals for 2022-2023

- Bid and build a fuel station in south Tyler to support the fleet growth in south Tyler. This will reduce fuel consumption and reduce fuel cost for offsite locations. It will also enable staff in south Tyler to be more efficient.
- Maintain all City of Tyler fleet vehicles and equipment to ensure safety of staff and the citizens of Tyler. This will also improve the efficiency of the employees of the City of Tyler by reducing downtime.
- By increasing the use of fleet telematics, Vehicle Services can reduce over all fuel consumption, maintenance cost, parts inventory and fleet inventory.
- By improving current computer technologies and getting a Fleet oriented software, Vehicle services can increase mechanic efficiencies by issuing tablets for each mechanic to use during their shift. This will allow for more efficient labor hours to be tracked and allow for diagnostic software to be utilized car side during a repair. Fleet software will also allow more accurate inventory usage and stock levels to be tracked.
- All of the above goals will help Vehicle Services to support a talented , experienced and highly engaged workforce.
- Install bulk oil dispensers in the light duty and the heavy side shops.
- Install another crane in the heavy shop to enable the shop to work on 2 units at a time where heavy lift support is needed.

# Fleet Maintenance & Replacement FUND (640)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>6,913,828</b>	<b>6,654,485</b>	<b>6,654,485</b>	<b>5,484,548</b>
<b>REVENUES</b>				
Interest Earnings	53,288	40,000	30,696	40,000
Amortization Charges	4,251,112	5,113,162	5,500,380	5,847,623
Service Fees	930,038	920,308	910,597	1,504,100
Fuel Revenue	1,879,793	2,286,640	2,854,793	4,308,095
Parts Revenue	3,379,666	3,427,089	3,324,755	4,700,655
Compressed Natural Gas	76,340	50,200	14,970	50,200
Miscellaneous Income	644	1,000	-	1,000
Sale of Equipment	160,800	300,000	640,946	300,000
Sale of Salvage	3,949	8,000	2,250	8,000
Health District	9,973	14,238	2,905	14,238
<b>TOTAL REVENUES</b>	<b>480,823</b>	<b>1,593,471</b>	<b>626,243</b>	<b>1,389,910</b>
<b>EXPENDITURES</b>				
Replacement	3,931,116	8,480,025	6,977,849	7,189,899
Maintenance	2,215,843	2,386,999	1,779,937	2,621,321
Health	10,099	14,261	12,926	12,705
Fuel, Parts and Contractual Services	4,782,541	5,301,239	5,616,169	6,820,496
Contingency	-	79,500	-	200,000
<b>TOTAL EXPENDITURES</b>	<b>10,939,599</b>	<b>16,262,024</b>	<b>14,386,881</b>	<b>16,844,421</b>
Transfer Out	(65,347)	(65,347)	(65,348)	(100,000)
Technology Fund (671)	(65,347)	(65,347)	(65,348)	(100,000)
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>6,654,485</b>	<b>2,487,751</b>	<b>5,484,548</b>	<b>5,314,038</b>

## SERVICE POINT EXPENDITURES - FLEET REPLACEMENT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	2,391	-	-	-
Sundry	-	79,500	-	200,000
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	3,904,996	8,480,025	6,977,849	7,189,899
<b>TOTAL</b>	<b>3,907,387</b>	<b>8,559,525</b>	<b>6,977,849</b>	<b>7,389,899</b>

# Fleet Maintenance & Replacement FUND (640) CONT.

## SERVICE POINT EXPENDITURES - FLEET MAINTENANCE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,143,577	1,275,383	1,224,762	1,416,369
Supplies and Services	212,125	124,716	136,800	159,640
Sundry	99,297	37,516	102,651	40,760
Utilities	60,709	66,382	51,867	66,382
Maintenance	174,333	343,002	254,357	338,170
Capital Outlay	525,802	540,000	9,500	600,000
<b>TOTAL</b>	<b>2,215,843</b>	<b>2,386,999</b>	<b>1,779,937</b>	<b>2,621,321</b>

## SERVICE POINT EXPENDITURES - HEALTH DISTRICT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	7,838	12,000	9,535	12,000
Sundry	2,261	2,261	3,391	705
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>10,099</b>	<b>14,261</b>	<b>12,926</b>	<b>12,705</b>

## SERVICE POINT EXPENDITURES - COST OF GOODS SOLD

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	1,709	5,000	6,712	5,000
Sundry	4,780,832	5,296,239	5,609,457	6,815,496
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>4,782,541</b>	<b>5,301,239</b>	<b>5,616,169</b>	<b>6,820,496</b>

# Fleet Maintenance & Replacement FUND (640) CONT.

## SERVICE POINT EMPLOYEES – FLEET MAINTENANCE

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
11) Vehicle Services Manager	1	1	1	1	1
15) Mechanic Supervisor	2	2	2	2	2
9, 14, 17) Equipment Mechanic I	1	1	2	2	2
6, 12) Equipment Mechanic II	1	1	1	1	1
10)Fleet Auditor	1	1	1	1	1
3) Master Mechanic	5	5	5	5	5
Master Automotive Electrician	1	1	1	1	1
13) Purchasing Technician	1	1	2	2	2
8, 16) Senior Secretary	1	1	-	-	-
7) Purchasing Agent	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>15</b>	<b>15</b>	<b>16</b>	<b>16</b>	<b>16</b>

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 12-1. \*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.  
Note: 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 FY2011

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

15) One Mechanic Supervisor reclassified to a Purchasing Technician FY 18-19

16) One Senior Secretary reclassified to Purchasing Tech FY 20-21

17) One Equipment Mechanic I added FY 20-21; position was originally an Equipment Servicer temp only position

# Risk FUND (650)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Reserved for Workers Comp.	\$498,506	\$333,305	\$333,305	\$56,193
Reserved Property/Liability	166,169	111,102	111,102	18,731
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>664,675</b>	<b>444,407</b>	<b>444,407</b>	<b>74,924</b>
<b>REVENUES</b>				
Distributed Interest	13,618	35,642	6,768	20,000
Special Event Policy	700	7,600	1,500	12,500
Unemployment / Disability Premiums	109,830	109,744	113,621	109,744
Property and Liability Premiums	1,605,432	1,574,063	1,576,950	1,789,040
Workers Comp Premiums	739,933	773,291	773,292	1,902,054
ARPA Reimbursement	-	-	121,624	-
<b>TOTAL REVENUES</b>	<b>2,469,513</b>	<b>2,500,340</b>	<b>2,593,755</b>	<b>3,833,338</b>
<b>EXPENDITURES</b>				
Employee Cost	255,947	287,566	288,559	152,461
Unemployment / Disability	178,591	322,457	205,100	224,486
Property and Liability	1,196,760	1,464,035	1,287,113	1,586,286
Workers Comp	1,058,483	708,059	1,182,466	1,167,438
Contingency	-	197,564	-	250,000
<b>TOTAL EXPENDITURES</b>	<b>2,689,781</b>	<b>2,979,681</b>	<b>2,963,238</b>	<b>3,380,671</b>
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
Reserved for Workers Comp.	333,305	(26,201)	56,193	395,693
Reserved Property/Liability	111,102	(8,734)	18,731	131,898
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>\$444,407</b>	<b>\$(34,934)</b>	<b>\$74,924</b>	<b>\$527,591</b>

## SERVICE POINT EXPENDITURES - CLAIMS

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	240,362	265,852	277,691	130,591
Supplies and Services	2,441,047	2,506,786	2,686,916	2,990,645
Sundry	9,308	207,043	9,480	259,435
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>2,690,717</b>	<b>2,979,681</b>	<b>2,974,087</b>	<b>3,380,671</b>

# Risk FUND (650) CONT.

## SERVICE POINT EMPLOYEES – RISK

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
7,11) Managing Director of Administration	0.4	0.4	-	-	-
Risk Tech	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>1.4</b>	<b>1.4</b>	<b>1</b>	<b>1</b>	<b>1</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9)Risk Manager	1	1	1	1	1
<b>TOTAL REGULAR PART TIME</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>2.4</b>	<b>2.4</b>	<b>2</b>	<b>2</b>	<b>2</b>

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)

11) Managing Director of Administrative Services reclassified to Director of Organizational Development FY 20-21 salary split 60% HR & 40% Risk

# Employee Benefits FUND (661)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	\$5,616,656	\$3,820,104	\$3,820,104	\$2,147,143
<b>REVENUES</b>				
Health Benefits	8,603,978	10,889,396	11,084,774	14,455,504
Dental Benefits	405,415	418,167	411,838	409,568
Life Insurance	169,726	163,380	188,065	181,172
Other Benefits	575,598	505,949	881,497	824,949
Interest Earnings	36,152	36,617	11,131	28,794
ARPA Funds	-	-	1,102,802	-
<b>TOTAL REVENUES</b>	<b>9,790,869</b>	<b>12,013,509</b>	<b>13,680,107</b>	<b>15,899,987</b>
<b>EXPENDITURES</b>				
Health Benefits	10,768,572	11,085,408	14,037,871	14,554,046
Dental Benefits	402,517	422,316	454,164	486,227
Life Insurance	187,802	175,287	155,303	175,287
Other Benefits	23,932	24,225	442,989	24,949
Affordable Care Act	3,639	5,299	5,298	5,683
Special Services	54,397	70,000	69,998	70,000
Travel and Training	-	964	963	1,260
Benefit Analyst	78,847	230,009	102,770	158,698
Vision Insurance	67,715	-	83,712	90,728
<b>TOTAL EXPENDITURES</b>	<b>11,587,421</b>	<b>12,013,508</b>	<b>15,353,068</b>	<b>15,566,878</b>
Transfer In	-	-	-	-
(Transfer Out)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$3,820,104</b>	<b>\$3,820,105</b>	<b>\$2,147,143</b>	<b>\$2,480,252</b>

# Employee Benefits FUND (661) CONT.

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Interest Earnings	\$36,152	\$36,617	\$11,131	\$28,794
Employee Assistance Program	5,949	5,949	5,949	24,949
Section 125 Forfeiture	-	-	-	-
Health Benefits Paid by City	6,552,968	8,775,533	8,775,534	12,078,354
Health Benefits paid by employee	2,051,010	2,113,863	2,309,240	2,377,150
COBRA Premiums	6,926	-	547	-
Dental Benefits paid by employees	273,220	281,321	274,990	275,048
Dental Benefits paid by City	132,195	136,846	136,848	134,520
Life Insurance Premiums paid by City	15,955	16,491	16,492	7,672
Life Insurance Premiums paid by employees	153,771	146,889	171,573	173,500
Miscellaneous Income - Rebates	399,725	350,000	400,000	600,000
Stop loss Reimbursement	162,998	150,000	475,001	200,000
ARPA Funds	-	-	1,102,802	-
<b>TOTAL REVENUES</b>	<b>\$9,790,869</b>	<b>\$12,013,509</b>	<b>\$13,680,107</b>	<b>\$15,899,987</b>

## STATEMENT OF EXPENDITURES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Benefit Analyst	\$78,847	\$230,009	\$102,770	\$158,698
Life Insurance Premiums	187,802	175,287	155,303	175,287
Affordable Care Act	3,639	5,299	5,298	5,683
Special Services	54,397	70,000	69,998	70,000
Travel and Training	-	964	963	1,260
Employee Assistance Program Fees	23,932	24,225	18,168	24,949
HSA Contribution	-	-	-	75,000
Health Claim Payments	7,334,553	7,412,533	10,105,291	10,320,877
Rx Claims	2,562,222	2,645,307	2,973,571	3,061,249
Dental Administrative Fees	19,038	21,087	20,522	21,087
Dental Claim	383,479	401,229	433,642	465,140
Health Admin Fees	496,472	391,227	367,960	391,227
Health Stop loss	375,325	636,341	591,049	705,693
Vision Insurance	67,715	-	83,712	90,728
Premium Rebate	-	-	424,821	-
<b>TOTAL EXPENDITURES</b>	<b>\$11,587,421</b>	<b>\$12,013,508</b>	<b>\$15,353,068</b>	<b>\$15,566,878</b>

# Retiree Benefits BENEFIT FUND (761)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE/RESERVED FOR COMMITMENTS</b>	<b>\$78,915</b>	<b>\$78,916</b>	<b>\$78,916</b>	<b>\$78,916</b>
<b>REVENUES</b>				
Health Benefits	2,459,993	2,863,178	2,637,978	2,871,923
Dental Benefits	84,956	87,426	65,716	71,150
Interest Earnings	-	2,442	-	2,486
<b>TOTAL REVENUES</b>	<b>2,544,949</b>	<b>2,953,046</b>	<b>2,703,694</b>	<b>2,945,559</b>
<b>EXPENDITURES</b>				
Health Benefits	2,273,958	2,752,903	2,404,301	2,645,291
Dental Benefits	160,608	171,253	178,194	179,479
Life Insurance	34,159	46,170	26,605	36,571
Special Services	40,451	44,308	44,308	30,000
Benefit Analyst	34,216	101,851	49,818	68,014
Affordable Care Act	1,556	469	468	558
<b>TOTAL EXPENDITURES</b>	<b>2,544,948</b>	<b>3,116,954</b>	<b>2,703,694</b>	<b>2,959,913</b>
Transfer In	-	-	-	-
(Transfer Out)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$78,916</b>	<b>\$(84,992)</b>	<b>\$78,916</b>	<b>\$64,562</b>

## STATEMENT OF REVENUES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Interest Earnings	\$-	\$2,442	\$-	\$2,486
Retiree Health Premium	325,014	248,842	265,635	285,098
Retiree Medicare Supplemental Ins Premiums	431,659	419,167	357,878	397,397
Retiree Dental Premium	84,956	87,426	65,716	71,150
PARS Trust Fund Reimbursement	1,703,320	2,195,169	2,014,465	2,189,428
<b>TOTAL REVENUES</b>	<b>\$2,544,949</b>	<b>\$2,953,046</b>	<b>\$2,703,694</b>	<b>\$2,945,559</b>

# Retiree Benefits BENEFIT FUND (761) CONT.

## STATEMENT OF EXPENDITURES

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Life Insurance	\$34,159	\$46,170	\$26,605	\$36,571
Benefit Analyst	34,216	101,851	49,818	68,014
Special Services	40,451	44,308	44,308	30,000
Medicare Supplement	869,423	934,912	948,783	963,959
Health Claim Payments	956,604	1,293,694	926,672	944,609
Rx Claims	331,531	364,093	389,971	439,537
Dental Administrative Fees	10,318	10,329	10,452	10,329
Dental Claim	150,290	160,924	167,742	169,150
Health Admin Fees	79,544	91,740	71,759	91,740
Health Stop loss	36,856	68,464	67,116	205,446
Affordable Care Act	1,556	469	468	558
<b>TOTAL EXPENDITURES</b>	<b>\$2,544,948</b>	<b>\$3,116,954</b>	<b>\$2,703,694</b>	<b>\$2,959,913</b>

## Property & 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.

### Accomplishments for 2021-2022

- Renewed City Wide ADA Door Maintenance Contract
- Successful Annual City Wide HVAC Maintenance Program
- Successful Annual City Wide Roof Maintenance Program

### Goals for 2022-2023

- 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.

# Property & Facilities MANAGEMENT FUND (663)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Roof Replacement Reserve	\$351,876	\$433,565	\$433,565	\$304,905
Tourism Roof Replacement & HVAC	542,026	567,022	567,022	592,022
Unreserved Fund Balance	273,973	171,166	171,166	299,156
<b>BEGINNING FUND BALANCE / WORKING CAPITAL</b>	<b>1,167,875</b>	<b>1,171,753</b>	<b>1,171,753</b>	<b>1,196,083</b>
<b>REVENUES</b>				
Miscellaneous Rental Income	18,000	18,000	18,000	18,000
Miscellaneous Income	93,849	-	-	-
Interest Earnings	8,976	6,000	6,757	6,000
Roof Maintenance	67,844	63,914	78,914	78,065
Roof Replacement	174,150	179,285	179,285	205,834
HVAC Maintenance	279,143	239,690	239,690	304,406
<b>TOTAL REVENUES</b>	<b>641,962</b>	<b>506,889</b>	<b>522,646</b>	<b>612,305</b>
<b>EXPENDITURES</b>				
Employee Costs	217,085	172,185	169,084	189,068
Property and Facility Maintenance	164,745	185,103	182,965	205,599
Health District	5,254	9,200	5,988	9,200
HVAC Maintenance	195,198	209,015	216,915	304,406
HVAC Replacement	123,101	265,975	64,114	75,000
Roof Maintenance	88,216	110,014	62,866	78,065
Roof Replacement	72,089	323,577	323,993	509,677
<b>TOTAL EXPENDITURES</b>	<b>865,688</b>	<b>1,275,069</b>	<b>1,025,925</b>	<b>1,371,015</b>
Transfer In	227,604	527,611	527,609	227,611
General Fund (101)	101,304	401,305	401,305	101,305
Hotel Tax Fund (211)	24,996	25,000	25,000	25,000
Water Utilities Fund (502)	50,652	50,653	50,652	50,653
Solid Waste Fund (560)	50,652	50,653	50,652	50,653
PEG Fund (236)	-	-	-	-
(Transfer Out)	-	-	-	-
Productivity Fund (639)	-	-	-	-
Roof Replacement Reserve	433,565	385,366	304,905	1,062
Tourism Roof Replacement & HVAC	567,022	592,022	592,022	617,022
Unreserved Fund Balance	171,166	(46,204)	299,156	46,900
<b>ENDING FUND BALANCE / WORKING CAPITAL</b>	<b>\$1,171,753</b>	<b>\$931,184</b>	<b>\$1,196,083</b>	<b>\$664,984</b>

# Property & Facilities

## MANAGEMENT FUND (663) CONT.

### SERVICE POINT EXPENDITURES - GENERAL SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	216,414	172,185	169,084	188,668
Supplies and Services	56,930	64,701	55,824	80,025
Sundry	17,496	18,118	18,118	38,750
Utilities	-	-	-	-
Maintenance	90,319	102,284	109,023	86,824
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>381,159</b>	<b>357,288</b>	<b>352,049</b>	<b>394,267</b>

### SERVICE POINT EXPENDITURES - HEALTH DISTRICT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	5,254	9,200	5,988	9,200
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>5,254</b>	<b>9,200</b>	<b>5,988</b>	<b>9,200</b>

### SERVICE POINT EXPENDITURES - HVAC MAINTENANCE & REPLACEMENT

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	250,020	209,015	216,915	304,406
Capital Outlay	123,101	265,975	64,114	75,000
<b>TOTAL</b>	<b>373,121</b>	<b>474,990</b>	<b>281,029</b>	<b>379,406</b>

# Property & Facilities

## MANAGEMENT FUND (663) CONT.

### SERVICE POINT EXPENDITURES - ROOF MAINTENANCE

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	-	-	-	-
Sundry	-	-	-	-
Utilities	-	-	-	-
Maintenance	-	-	-	-
Capital Outlay	160,305	433,591	386,859	587,742
<b>TOTAL</b>	<b>160,305</b>	<b>433,591</b>	<b>386,859</b>	<b>587,742</b>

### SERVICE POINT EMPLOYEES – FACILITIES

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
6) City Engineer	-	-	-	-	-
Building Services Technician	1	1	1	1	1
Building Service Supervisor	1	1	1	1	1
<b>TOTAL REGULAR FULL TIME</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

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

7) Capital Improvements Project Manager reclassified to City Engineer FY 17-18; 100% of salary paid by Engineering

# Technology FUND (671)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>1,078,634</b>	<b>1,684,455</b>	<b>1,684,455</b>	<b>1,528,902</b>
<b>REVENUES</b>				
Rental Income	30,275	30,275	30,275	30,275
Interest Earning	11,856	12,000	7,617	6,000
Technology Charges	4,957,827	4,984,388	4,984,298	5,105,787
Miscellaneous Income	221,000	215,000	216,728	187,768
<b>TOTAL REVENUES</b>	<b>5,220,958</b>	<b>5,241,663</b>	<b>5,238,918</b>	<b>5,329,830</b>
<b>EXPENDITURES</b>				
Administration	1,321,958	1,663,802	1,613,788	1,718,757
Technology Costs	4,290,526	5,095,796	4,803,030	5,313,439
Contingency	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>5,612,484</b>	<b>6,759,598</b>	<b>6,416,818</b>	<b>7,032,196</b>
Transfer In	997,347	1,022,347	1,022,347	1,307,000
General Fund (101)	300,000	300,000	300,000	450,000
Water Utilities Fund (502)	300,000	400,000	400,000	450,000
Solid Waste Fund (560)	275,000	200,000	200,000	250,000
Tourism & Convention Fund (219)	20,000	20,000	20,000	20,000
Airport Operating Fund (524)	37,000	37,000	37,000	37,000
Fleet Maintenance & Replacement Fund (640)	65,347	65,347	65,347	100,000
Transfer Out	-	-	-	-
Productivity Fund (639)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>1,684,455</b>	<b>1,188,867</b>	<b>1,528,902</b>	<b>1,133,536</b>

## SERVICE POINT EXPENDITURES - IT ADMINISTRATION

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	1,388,738	1,614,041	1,564,762	1,666,728
Supplies and Services	27,937	40,122	39,387	42,485
Sundry	450	450	450	450
Utilities	159	150	150	150
Maintenance	10,542	9,039	9,039	8,944
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>1,427,826</b>	<b>1,663,802</b>	<b>1,613,788</b>	<b>1,718,757</b>

# Technology FUND (671) CONT.

## SERVICE POINT EXPENDITURES - COMPUTER SERVICES

	FY 2020-2021 ACTUAL EXPENDITURES	FY 2021-2022 BUDGET APPROPRIATIONS	FY 2021-2022 PROJECTED EXPENDITURES	FY 2022-2023 BUDGET APPROPRIATIONS
Salaries and Benefits	-	-	-	-
Supplies and Services	1,694,049	1,942,189	1,865,000	2,147,593
Sundry	-	-	-	-
Utilities	118,069	202,616	190,000	202,616
Maintenance	2,511,055	2,950,991	2,748,030	2,963,230
Capital Outlay	-	-	-	-
<b>TOTAL</b>	<b>4,323,173</b>	<b>5,095,796</b>	<b>4,803,030</b>	<b>5,313,439</b>

## SERVICE POINT EMPLOYEES – IT

REGULAR FULL TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Chief Information Officer	1	1	1	1	1
4)Administrative Assistant	-	-	-	-	-
10) IT Specialist I	-	-	-	1	1
5)IT Specialist II	1	1	1	1	1
7)Advanced IT Specialist II	3	3	3	3	3
IT Specialist III	-	-	-	-	-
IT Support Specialist I	1	1	1	1	1
1, 2, 3, 6) Advanced IT Specialist III	3	3	3	3	3
2, 8) IT Specialist IV	3	3	2	2	2
3, 6) Advanced IT Specialist III Supervisor*	-	-	-	-	-
IT Specialist IV Supervisor	1	1	2	2	2
<b>TOTAL REGULAR FULL TIME</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>14</b>

REGULAR PART TIME POSITIONS	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9) IT Help Desk Technician	-	-	1	-	-
<b>TOTAL REGULAR PART TIME</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL DEPARTMENT</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>14</b>	<b>15</b>

\*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

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

Error located FY 17-18 IT Specialist IV Supervisor not reflected from FY14-15

8) One IT Specialist IV added FY 18-19

9) One IT Help Desk Technician added FY 20-21

10) One IT Help Desk Technician converted from part-time to full time FY 21-22



COMBINED  
*Debt Service*

# Combined DEBT SERVICES

## GO Bond Program Summary

As of Oct. 1, 2022 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, 2022 was:

Total Assessed Value	\$10,948,828,831
Debit Limit	1,094,882,883
Amount of debt Applicable to Debit Limit:	
General Obligation bonded Debt	-
Less: Debit 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 <sub>2</sub>
Standard and Poor's	AAA

### Revenue Bond Program Summary

As of October 1, 2021, the City of Tyler had a total bonded debt of \$142,680,000 comprised of bonds secured by water and sewer revenues \$133,060,000, airport customer facility revenue \$550,000, and hotel bond revenue \$9,070,000.

### 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 <sub>2</sub>
Standard and Poor's	AAA
Standard and Poor's (Senior lien debt)	AAA <sub>2</sub>

# Customer Facility Charge REVENUE BONDS

## SERIES 2013

Fiscal Year 2022-2023

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$37,224</b>	<b>\$37,224</b>	<b>\$550,000</b>	<b>\$624,448</b>	

## HOT Debt Service FUND (302)

### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	-	2,437	2,437	2,437
<b>REVENUES</b>				
Interest Earnings	1	-	-	-
<b>TOTAL REVENUES</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>				
Interest Payments	-	-	464,088	362,800
Principal Payments	-	-	130,000	230,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>594,088</b>	<b>592,800</b>
Transfer In	2,436	594,088	594,088	592,800
HOT Series 2021 Fund (402)	2,436	-	-	-
Hotel Tax Fund (211)	-	594,088	594,088	592,800
<b>ENDING FUND BALANCE</b>	<b>2,437</b>	<b>596,525</b>	<b>2,437</b>	<b>2,437</b>

# Hotel Occupancy Tax REVENUE BONDS

## SERIES 2021

Fiscal Year 2022-2023

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	181,400	181,400	230,000	592,800	8,840,000
2024	176,800	176,800	240,000	593,600	8,600,000
2025	172,000	172,000	250,000	594,000	8,350,000
2026	167,000	167,000	260,000	594,000	8,090,000
2027	161,800	161,800	270,000	593,600	7,820,000
2028	156,400	156,400	285,000	597,800	7,535,000
2029	150,700	150,700	295,000	596,400	7,240,000
2030	144,800	144,800	305,000	594,600	6,935,000
2031	138,700	138,700	320,000	597,400	6,615,000
2032	132,300	132,300	330,000	594,600	6,285,000
2033	125,700	125,700	345,000	596,400	5,940,000
2034	118,800	118,800	360,000	597,600	5,580,000
2035	111,600	111,600	370,000	593,200	5,210,000
2036	104,200	104,200	385,000	593,400	4,825,000
2037	96,500	96,500	400,000	593,000	4,425,000
2038	88,500	88,500	420,000	597,000	4,005,000
2039	80,100	80,100	435,000	595,200	3,570,000
2040	71,400	71,400	450,000	592,800	3,120,000
2041	62,400	62,400	470,000	594,800	2,650,000
2042	53,000	53,000	490,000	596,000	2,160,000
2043	43,200	43,200	510,000	596,400	1,650,000
2044	33,000	33,000	530,000	596,000	1,120,000
2045	22,400	22,400	550,000	594,800	570,000
2046	11,400	11,400	570,000	592,800	-
<b>TOTAL</b>	<b>\$2,604,100</b>	<b>\$2,604,100</b>	<b>\$9,070,000</b>	<b>\$14,278,200</b>	

# Utilities Debt Service FUND (504)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
<b>BEGINNING FUND BALANCE</b>	<b>1,057,300</b>	<b>1,536,263</b>	<b>1,536,263</b>	<b>994,690</b>
<b>REVENUES</b>				
Interest Earnings	23,574	25,000	16,228	25,000
Miscellaneous Income	1,427	-	-	-
Regulatory Compliance Fee	2,627,452	3,552,840	3,605,850	5,743,141
<b>TOTAL REVENUES</b>	<b>2,652,453</b>	<b>3,577,840</b>	<b>3,622,078</b>	<b>5,768,141</b>
<b>EXPENDITURES</b>				
Series 2012 Interest	20,606	18,206	18,206	15,806
Series 2012 Principal	120,000	120,000	120,000	125,000
Series 2015 A Interest	270,250	263,200	263,200	255,850
Series 2015 A Principal	235,000	245,000	245,000	255,000
Series 2015 B Interest	601,300	564,450	564,450	509,250
Series 2015 B Principal	1,340,000	1,380,000	1,380,000	1,435,000
Series 2017A Interest	109,250	101,750	101,750	94,100
Series 2017A Principal	250,000	255,000	255,000	265,000
Series 2017B Interest	250,925	250,925	250,925	250,925
Series 2017B Principal	-	-	-	-
Series 2018A Interest	302,600	292,700	292,700	282,500
Series 2018A Principal	330,000	340,000	340,000	350,000
Series 2018B Interest	223,200	198,150	198,150	172,350
Series 2018B Principal	835,000	860,000	860,000	885,000
Series 2019 Interest	645,569	642,403	626,069	605,569
Series 2019 Principal	390,000	490,000	410,000	430,000
Series 2020 Interest	128,082	123,950	123,950	111,050
Series 2020 Principal	-	645,000	645,000	695,000
Series 2021 Interest	-	916,654	916,654	712,663
Series 2021 Principal	-	355,000	355,000	560,000
Series 2022 Interest	-	-	716,345	1,329,300
Series 2022 Principal	-	-	-	830,000
Fiscal Agent Fees/Special Services	6,880	15,000	9,250	15,000
<b>TOTAL EXPENDITURES</b>	<b>6,058,662</b>	<b>8,077,388</b>	<b>8,691,649</b>	<b>10,184,363</b>
Transfer In	3,885,172	4,517,431	4,527,998	4,558,482
Water Utilities Fund (502)	3,885,172	4,517,431	4,527,998	4,558,482
Transfer In	-	-	-	-
Water Utilities Fund (502)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>1,536,263</b>	<b>1,554,146</b>	<b>994,690</b>	<b>1,136,950</b>

# Utilities Debt Reserve FUND (505)

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN WORKING CAPITAL

Fiscal Year 2022-2023

	ACTUALS 2020-2021	AMENDED BUDGET 2021-2022	PROJECTED 2021-2022	BUDGET 2022-2023
Debt Service Reserve	786,725	786,725	786,725	786,725
Unreserved Fund Balance	24,655	28,188	28,188	31,639
<b>BEGINNING FUND BALANCE</b>	<b>811,380</b>	<b>814,913</b>	<b>814,913</b>	<b>818,364</b>
<b>REVENUES</b>				
Interest Earnings	7,187	15,837	3,451	15,837
<b>TOTAL REVENUES</b>	<b>7,187</b>	<b>15,837</b>	<b>3,451</b>	<b>15,837</b>
<b>EXPENDITURES</b>				
Special Services	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer In	-	-	-	-
Transfer Out	(3,654)	-	-	-
Water Utilities Fund (502)	-	-	-	-
Utilities Capital Fund (503)	(3,654)	-	-	-
Debt Service Reserve	786,725	786,725	786,725	786,725
Unreserved Fund Balance	28,188	44,025	31,639	47,476
<b>ENDING FUND BALANCE</b>	<b>814,913</b>	<b>830,750</b>	<b>818,364</b>	<b>834,201</b>

# Water & Sewer Revenue

## DEBT RETIREMENT DATA

### FY 2023 - 2052 ALL SERIES

#### All Series

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	2,169,681	2,169,681	5,830,000	10,169,363	127,230,000
2024	2,063,756	2,063,756	6,030,000	10,157,513	121,200,000
2025	1,953,156	1,953,156	6,260,000	10,166,313	114,940,000
2026	1,832,866	1,832,866	6,500,000	10,165,731	108,440,000
2027	1,694,628	1,694,628	6,760,000	10,149,256	101,680,000
2028	1,559,703	1,559,703	6,890,000	10,009,406	94,790,000
2029	1,417,303	1,417,303	6,525,000	9,359,606	88,265,000
2030	1,278,203	1,278,203	6,840,000	9,396,406	81,425,000
2031	1,148,341	1,148,341	5,010,000	7,306,681	76,415,000
2032	1,058,391	1,058,391	5,195,000	7,311,781	71,220,000
2033	974,466	974,466	4,980,000	6,928,931	66,240,000
2034	906,216	906,216	5,085,000	6,897,431	61,155,000
2035	836,491	836,491	3,750,000	5,422,981	57,405,000
2036	780,266	780,266	3,465,000	5,025,531	53,940,000
2037	730,241	730,241	3,565,000	5,025,481	50,375,000
2038	678,666	678,666	3,675,000	5,032,331	46,700,000
2039	625,416	625,416	3,180,000	4,430,831	43,520,000
2040	584,403	584,403	3,265,000	4,433,806	40,255,000
2041	541,794	541,794	3,285,000	4,368,588	36,970,000
2042	497,569	497,569	3,290,000	4,285,138	33,680,000
2043	454,869	454,869	3,370,000	4,279,738	30,310,000
2044	411,106	411,106	3,455,000	4,277,213	26,855,000
2045	363,963	363,963	3,555,000	4,282,925	23,300,000
2046	315,428	315,428	3,645,000	4,275,856	19,655,000
2047	265,631	265,631	3,750,000	4,281,263	15,905,000
2048	213,656	213,656	3,850,000	4,277,313	12,055,000
2049	160,275	160,275	3,940,000	4,260,550	8,115,000
2050	105,544	105,544	3,045,000	3,256,088	5,070,000
2051	66,663	66,663	3,120,000	3,253,325	1,950,000
2052	26,813	26,813	1,950,000	2,003,625	-
<b>TOTAL</b>	<b>\$25,715,500</b>	<b>\$25,715,500</b>	<b>\$133,060,000</b>	<b>\$184,491,000</b>	

# Water & Sewer Revenue BONDS

## SERIES 2012

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$25,172</b>	<b>\$25,172</b>	<b>\$670,000</b>	<b>\$720,344</b>	

# Water & Sewer Revenue REFUNDING BONDS

## SERIES 2015A

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$993,750</b>	<b>\$993,750</b>	<b>\$6,595,000</b>	<b>\$8,582,500</b>	

## SERIES 2015B

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$1,061,675</b>	<b>\$1,061,675</b>	<b>\$10,940,000</b>	<b>\$13,063,350</b>	

# Water & Sewer REVENUE BONDS

## SERIES 2017A

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$264,725</b>	<b>\$264,725</b>	<b>\$2,945,000</b>	<b>\$3,474,450</b>	

## SERIES 2017B

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$1,190,400</b>	<b>\$1,190,400</b>	<b>\$7,950,000</b>	<b>\$10,330,800</b>	

# Water & Sewer REVENUE BONDS CONT.

## SERIES 2018A

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$1,322,050</b>	<b>\$1,322,050</b>	<b>\$7,240,000</b>	<b>\$9,286,100</b>	

## SERIES 2018B

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
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	-
<b>TOTAL</b>	<b>\$309,150</b>	<b>\$309,150</b>	<b>\$5,745,000</b>	<b>\$6,363,300</b>	

# Water & Sewer REVENUE BONDS CONT.

## SERIES 2019

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	302,784	302,784	430,000	1,035,569	18,255,000
2024	292,034	292,034	450,000	1,034,069	17,805,000
2025	280,784	280,784	475,000	1,036,569	17,330,000
2026	268,909	268,909	495,000	1,032,819	16,835,000
2027	256,534	256,534	520,000	1,033,069	16,315,000
2028	243,534	243,534	545,000	1,032,069	15,770,000
2029	229,909	229,909	575,000	1,034,819	15,195,000
2030	215,534	215,534	605,000	1,036,069	14,590,000
2031	209,484	209,484	615,000	1,033,969	13,975,000
2032	203,334	203,334	630,000	1,036,669	13,345,000
2033	193,884	193,884	645,000	1,032,769	12,700,000
2034	184,209	184,209	635,000	1,003,419	12,065,000
2035	174,684	174,684	655,000	1,004,369	11,410,000
2036	164,859	164,859	675,000	1,004,719	10,735,000
2037	154,734	154,734	695,000	1,004,469	10,040,000
2038	144,309	144,309	715,000	1,003,619	9,325,000
2039	133,584	133,584	735,000	1,002,169	8,590,000
2040	124,397	124,397	755,000	1,003,794	7,835,000
2041	114,488	114,488	775,000	1,003,975	7,060,000
2042	102,863	102,863	800,000	1,005,725	6,260,000
2043	92,363	92,363	820,000	1,004,725	5,440,000
2044	81,600	81,600	840,000	1,003,200	4,600,000
2045	69,000	69,000	865,000	1,003,000	3,735,000
2046	56,025	56,025	890,000	1,002,050	2,845,000
2047	42,675	42,675	920,000	1,005,350	1,925,000
2048	28,875	28,875	945,000	1,002,750	980,000
2049	14,700	14,700	980,000	1,009,400	-
<b>TOTAL</b>	<b>\$4,380,094</b>	<b>\$4,380,094</b>	<b>\$18,685,000</b>	<b>\$27,445,188</b>	

## SERIES 2020

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	55,525	55,525	695,000	806,050	3,715,000
2024	48,575	48,575	710,000	807,150	3,005,000
2025	41,475	41,475	720,000	802,950	2,285,000
2026	34,275	34,275	740,000	808,550	1,545,000
2027	23,175	23,175	760,000	806,350	785,000
2028	11,775	11,775	785,000	808,550	-
<b>TOTAL</b>	<b>\$214,800</b>	<b>\$214,800</b>	<b>\$4,410,000</b>	<b>\$4,839,600</b>	

# Water & Sewer REVENUE BONDS CONT.

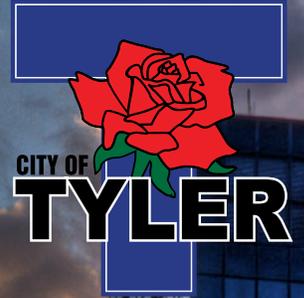
## SERIES 2021

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	356,331	356,331	560,000	1,272,663	25,960,000
2024	345,131	345,131	580,000	1,270,263	25,380,000
2025	333,531	333,531	605,000	1,272,063	24,775,000
2026	321,431	321,431	630,000	1,272,863	24,145,000
2027	305,681	305,681	660,000	1,271,363	23,485,000
2028	289,181	289,181	695,000	1,273,363	22,790,000
2029	271,806	271,806	730,000	1,273,613	22,060,000
2030	253,556	253,556	765,000	1,272,113	21,295,000
2031	234,431	234,431	805,000	1,273,863	20,490,000
2032	214,306	214,306	845,000	1,273,613	19,645,000
2033	205,856	205,856	860,000	1,271,713	18,785,000
2034	197,256	197,256	880,000	1,274,513	17,905,000
2035	188,456	188,456	895,000	1,271,913	17,010,000
2036	179,506	179,506	915,000	1,274,013	16,095,000
2037	170,356	170,356	930,000	1,270,713	15,165,000
2038	161,056	161,056	950,000	1,272,113	14,215,000
2039	151,556	151,556	970,000	1,273,113	13,245,000
2040	141,856	141,856	990,000	1,273,713	12,255,000
2041	131,956	131,956	1,010,000	1,273,913	11,245,000
2042	121,856	121,856	1,030,000	1,273,713	10,215,000
2043	111,556	111,556	1,050,000	1,273,113	9,165,000
2044	101,056	101,056	1,070,000	1,272,113	8,095,000
2045	89,688	89,688	1,095,000	1,274,375	7,000,000
2046	78,053	78,053	1,115,000	1,271,106	5,885,000
2047	66,206	66,206	1,140,000	1,272,413	4,745,000
2048	53,381	53,381	1,165,000	1,271,763	3,580,000
2049	40,275	40,275	1,165,000	1,245,550	2,415,000
2050	27,169	27,169	1,195,000	1,249,338	1,220,000
2051	13,725	13,725	1,220,000	1,247,450	-
<b>TOTAL</b>	<b>\$5,156,209</b>	<b>\$5,156,209</b>	<b>\$26,520,000</b>	<b>\$36,832,419</b>	

# Water & Sewer REVENUE BONDS CONT.

## SERIES 2022

YEAR ENDING SEPT. 30	INTEREST MAR. 1	INTEREST SEPT. 1	PRINCIPAL SEPT. 1	TOTAL PRIN. & INT.	BOND BALANCE
2023	664,650	664,650	830,000	2,159,300	40,530,000
2024	643,900	643,900	870,000	2,157,800	39,660,000
2025	622,150	622,150	915,000	2,159,300	38,745,000
2026	603,850	603,850	950,000	2,157,700	37,795,000
2027	580,100	580,100	995,000	2,155,200	36,800,000
2028	560,200	560,200	1,035,000	2,155,400	35,765,000
2029	539,500	539,500	1,080,000	2,159,000	34,685,000
2030	517,900	517,900	1,120,000	2,155,800	33,565,000
2031	495,500	495,500	1,165,000	2,156,000	32,400,000
2032	472,200	472,200	1,210,000	2,154,400	31,190,000
2033	448,000	448,000	1,260,000	2,156,000	29,930,000
2034	435,400	435,400	1,285,000	2,155,800	28,645,000
2035	422,550	422,550	1,310,000	2,155,100	27,335,000
2036	402,900	402,900	1,350,000	2,155,800	25,985,000
2037	382,650	382,650	1,390,000	2,155,300	24,595,000
2038	361,800	361,800	1,435,000	2,158,600	23,160,000
2039	340,275	340,275	1,475,000	2,155,550	21,685,000
2040	318,150	318,150	1,520,000	2,156,300	20,165,000
2041	295,350	295,350	1,500,000	2,090,700	18,665,000
2042	272,850	272,850	1,460,000	2,005,700	17,205,000
2043	250,950	250,950	1,500,000	2,001,900	15,705,000
2044	228,450	228,450	1,545,000	2,001,900	14,160,000
2045	205,275	205,275	1,595,000	2,005,550	12,565,000
2046	181,350	181,350	1,640,000	2,002,700	10,925,000
2047	156,750	156,750	1,690,000	2,003,500	9,235,000
2048	131,400	131,400	1,740,000	2,002,800	7,495,000
2049	105,300	105,300	1,795,000	2,005,600	5,700,000
2050	78,375	78,375	1,850,000	2,006,750	3,850,000
2051	52,938	52,938	1,900,000	2,005,875	1,950,000
2052	26,813	26,813	1,950,000	2,003,625	-
<b>TOTAL</b>	<b>\$10,797,475</b>	<b>\$10,797,475</b>	<b>\$41,360,000</b>	<b>\$60,951,325</b>	



**ADOPTING**  
*Documents*



# Adopting ORDINANCES

## ORDINANCE NO. 0-2022-85

**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, 2022, AND ENDING SEPTEMBER 30, 2023; AMENDING THE FISCAL YEAR 2021-2022 BUDGET; AND AUTHORIZING THE CITY MANAGER TO EXECUTE OUTSIDE CONTRACTS FOR FISCAL YEAR 2022-2023; 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**, the 2022-2023 budget will raise more total property taxes than last year's budget by \$2,038,668.00 which is a 7.54% increase from last year's budget, and of that amount \$462,604.00 is tax revenue to be raised from new property added to the tax roll this year; 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 24, 2022 and September 14, 2022 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, 2022 and ending September 30, 2023, and expenditures by said City for and during such time shall be on the basis of said budget.

## COMBINED STATEMENT

FUND	BALANCE	REVENUES	EXPENDITURES	(TRANSFERS OUT)	BALANCE
101 General	18,237,434	86,810,085	83,408,918	(3,401,167)	18,237,434
102 General Capital Projects	2,656,728	9,000	2,386,161	93,811	373,378
103 Street Improvements	236,353	1,394	2,029,801	1,829,862	37,808
202 Development Services	1,243,343	2,679,350	2,629,063	-	1,293,630
204 Cemeteries Operating	18,108	185,869	470,870	315,000	48,107
205 Police Forfeitures	283,981	63,233	177,000	-	170,214
206 Park Improvement Fund	168,416	675,385	662,000	-	181,801
207 Court Special Fees	11,544	501,019	485,821	-	26,742
208 Economic Development Fund	359,253	1,500	208,750	275,000	427,003
211 Hotel Occupancy Tax	2,133,912	4,303,062	1,080,900	132,200	5,488,274
217 TIF/TIRZ # 4	67,991	102,666	-	-	170,657
218 TIF/TIRZ # 3	741,960	128,371	5,000	-	865,331
219 Tourism and Convention	343,422	967,900	3,166,096	2,480,000	625,226
234 Passenger Facility	221,167	152,000	-	(72,000)	301,167
235 Rainy Day Fund	8,290,145	115,000	100,000	-	8,305,145
236 PEG Fee	1,156,578	244,168	316,116	-	1,084,630

# Adopting ORDINANCES CONT.

## COMBINED STATEMENT CONT.

FUND	BALANCE	REVENUES	EXPENDITURES	(TRANSFERS OUT)	BALANCE
274 Homeownership and Housing	429	14	-	-	443
276 Housing Assistance	866,209	9,688,763	10,156,974	-	397,998
285 MPO	-	831,823	831,823	-	-
286 Transit System	150,398	4,417,764	4,817,764	400,000	150,398
294 Community Development Grant	86,889	814,475	804,475	-	96,889
295 Home Grant	18,335	1,076,168	1,076,168	-	18,335
302 HOT Debt Service Fund	2,437	-	592,800	592,800	2,437
502 Utilities Operations	15,265,188	51,251,413	39,217,358	(10,984,134)	16,315,109
503 Utilities Construction	5,001,704	5,962,090	15,630,488	5,500,000	833,306
504 Utilities Debt Service	994,690	5,768,141	10,184,363	4,558,482	1,136,950
505 Utilities Debt Reserve	818,364	15,837	-	-	834,201
524 Airport	939,099	1,907,222	1,949,613	2,525	899,233
560 Solid Waste	2,311,378	17,276,578	15,874,822	(1,175,653)	2,537,481
562 Solid Waste Capital	320,969	5,000	860,000	725,000	190,969
575 Storm Water	1,810,302	2,249,908	2,919,073	-	1,141,137
639 Productivity	2,448,253	45,428	1,389,910	550,000	1,653,771
640 Fleet Maintenance/ Replacement	5,484,548	16,773,911	16,844,421	(100,000)	5,314,038
650 Property and Liability	74,924	3,833,338	3,380,671	-	527,591
661 Active Employees Benefits	2,147,143	15,899,987	15,566,878	-	2,480,252
663 Facilities Maintenance	1,181,083	612,305	1,371,015	227,611	649,984
671 Technology	1,528,902	5,329,830	7,032,196	1,307,000	1,133,536
713 Cemeteries Trust	3,254,963	124,600	-	(15,000)	3,364,563
761 Retired Employees Benefits	78,916	2,945,559	2,959,913	-	64,562

# Adopting ORDINANCES CONT.

## • ORDINANCE NO. O-2022-85 CONT.

• **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	\$80,000
101-0112-412.06-52	NETPHD (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	Sport Tyler	\$25,000
211-0180-419.06-18	Texas Rose Festival	\$10,000
211-0180-419.06-38	Discovery Place	\$32,400
211-0180-419.06-44	East Texas Symphony Orchestra	\$50,000
211-0180-419.06-45	Tyler Museum of Art	\$35,000
211-0180-419.06-46	County Historical Museum	\$13,500
211-0180-419.06-49	Visitors & Convention Bureau	\$691,500
211-0180-419.06-68	McClendon House	\$4,500

**PART 3.** That the fiscal year 2020-2021 budgets for General, General Capital, Tourism, Airport, Solid Waste, Solid Waste Capital, and Property and Facilities funds will be amended to include the following budget changes:

ACCOUNT NUMBER	FUND	ACCOUNT NAME	CURRENT BUDGET	CHANGE	REVISED BUDGET
101-0118-412.81-02	101	Transfer to Fund 102	343,811	2,238,189	2,582,000
101-0118-421.82-04	101	Transfer to Fund 204	100,000	100,000	200,000
101-0118-421.86-63	101	Transfer to Fund 663	101,305	300,000	401,305
102-0000-399.91-01	102	Transfer from Fund 101	343,811	2,238,189	2,582,000
202-0515-463.04-08	202	Special Services	54,900	140,000	194,900
204-0000-399.91-01	204	Transfer from Fund 101	100,000	100,000	200,000
663-0000-399.91-01	663	Transfer from Fund 101	101,305	300,000	401,305

# Adopting ORDINANCES CONT.

## • ORDINANCE NO. O-2022-85 CONT.

• **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.

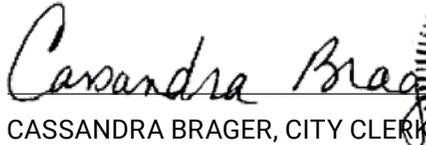
**PART 6:** This ordinance shall become effective upon approval.

**PASSED AND APPROVED** this the 14th day of September, A.D., 2022.



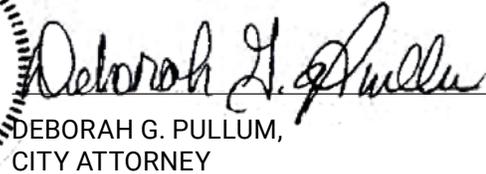
DON WARREN, MAYOR  
OF THE CITY OF TYLER, TEXAS

ATTEST:

  
CASSANDRA BRAGER, CITY CLERK



APPROVED:

  
DEBORAH G. PULLUM,  
CITY ATTORNEY

# Adopting ORDINANCES CONT.

## • **ORDINANCE NO. 0-2022-86**

• **THE ASSESSMENT ROLL AND FIXING THE AD VALOREM TAX RATE FOR THE CITY OF TYLER, TEXAS, FOR FISCAL YEAR 2022-2023, 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 2022 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 \$0.269900 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 \$ 0.261850
- 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 24th day of August 2022 and on the 14th day of September 2022, were given by publication on the 13th day of August, 2022 and the 3rd day of September 2022.

**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 6.96% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$17.04.

**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.

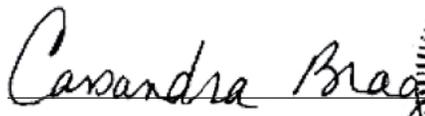
**PART 9:** This ordinance shall become effective upon its approval.

**PASSED AND APPROVED** this the 14th day of September, A.D., 2022.



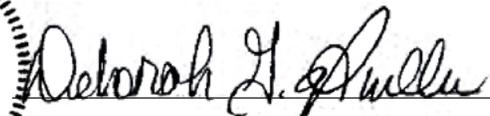
DON WARREN, MAYOR  
OF THE CITY OF TYLER, TEXAS

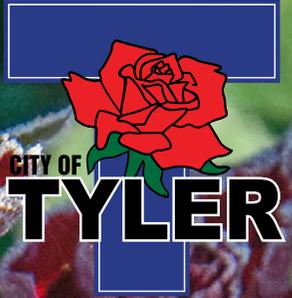
ATTEST:

  
CASSANDRA BRAGER, CITY CLERK



APPROVED:

  
DEBORAH G. PULLUM,  
CITY ATTORNEY



# *Glossary*

# City of Tyler 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.

# City of Tyler GLOSSARY

**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

# City of Tyler GLOSSARY

**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.

**PFA** – Police and Firemen’s Insurance Association

**PFA** – 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 proceeds 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.

# City of Tyler GLOSSARY

**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.