

## FY2020 Budget Workshop June 26<sup>th</sup> – 27th

City of San Marcos | Finance





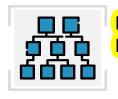
**Revenue Analysis** 



**Expenditure Analysis** 



General Fund Capacity / Proposed Additions



Economic Development Reallocation

## Budget Workshop Day 1



**Bond Projects** 

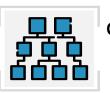




**Other Major Funds** 



**Enterprise Funds** 

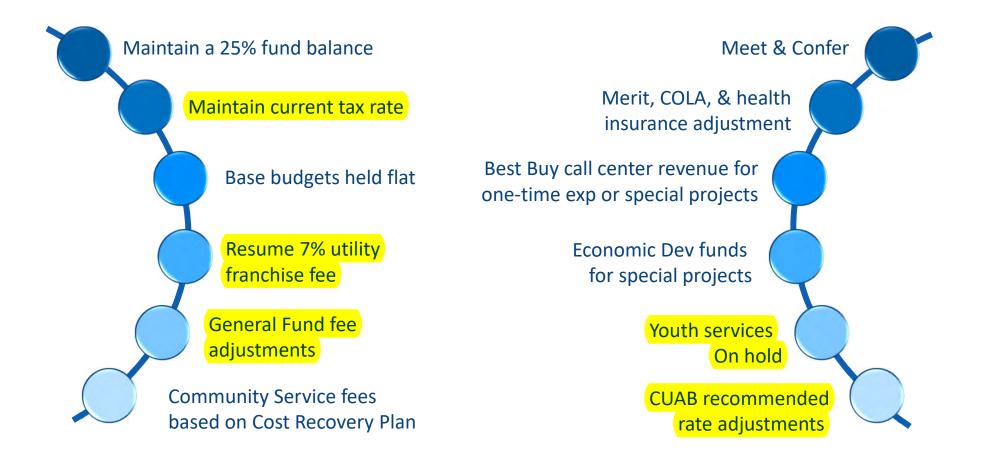


**Questions & Discussion** 

## Budget Workshop Day 2

## **Budget Policy Highlights**

#### SANJJARCOS



# Revenue Analysis

## **Revenue Highlights**

#### SANJJARCOS



Significant growth from economic incentivized areas



Less year over year growth to fund increased operating costs as seen in prior years User Fees

Year over year trends are not in sync with operating areas rising costs

## **Property Tax Then & Now**

#### **SAN**))Arc⊚s

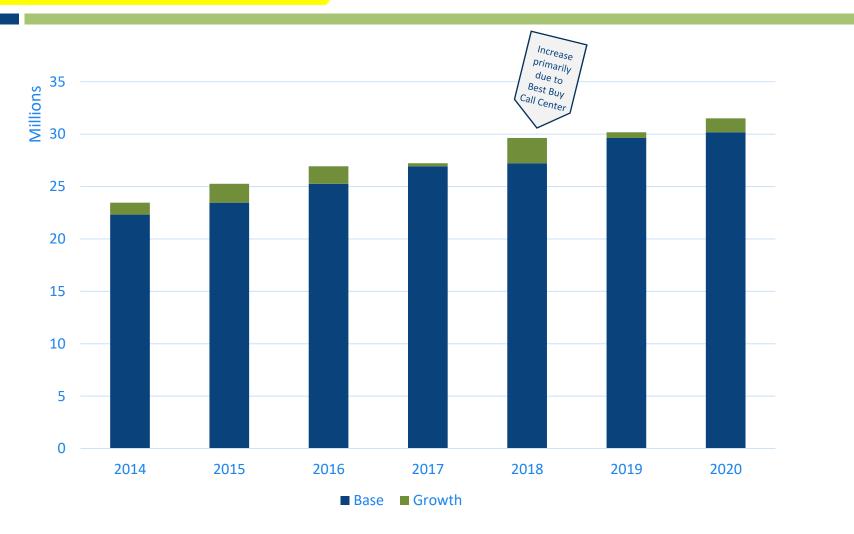


As San Marcos continues to experience rapid growth we must recognize that financial impact from additional debt financed infrastructure needs, economic incentive obligations, and greater demands on maintenance and operations exceed the net revenue proceeds from property tax.

\_

## **Sales Tax Growth**

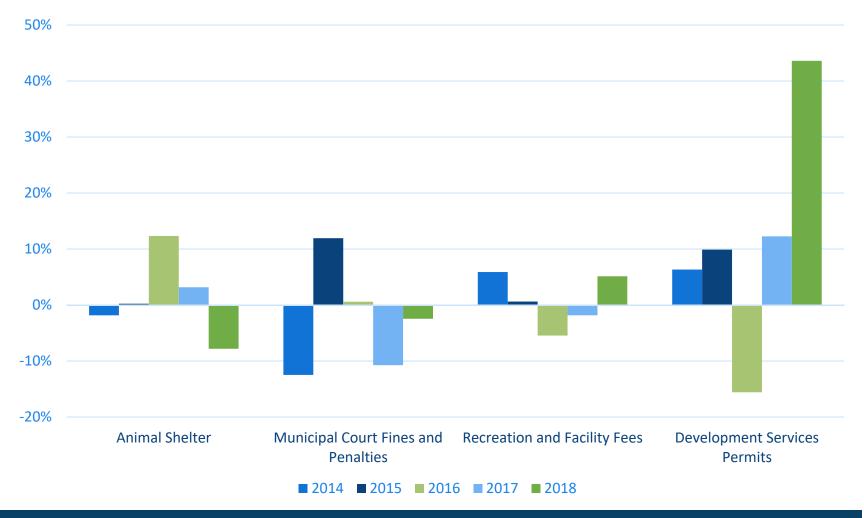




Year over year growth in Sales Tax has decreased as compared to prior years resulting in reduced new revenue available to fund growing costs

## **Annual Growth of User Fees**

#### **SAN**))Arc⊚s

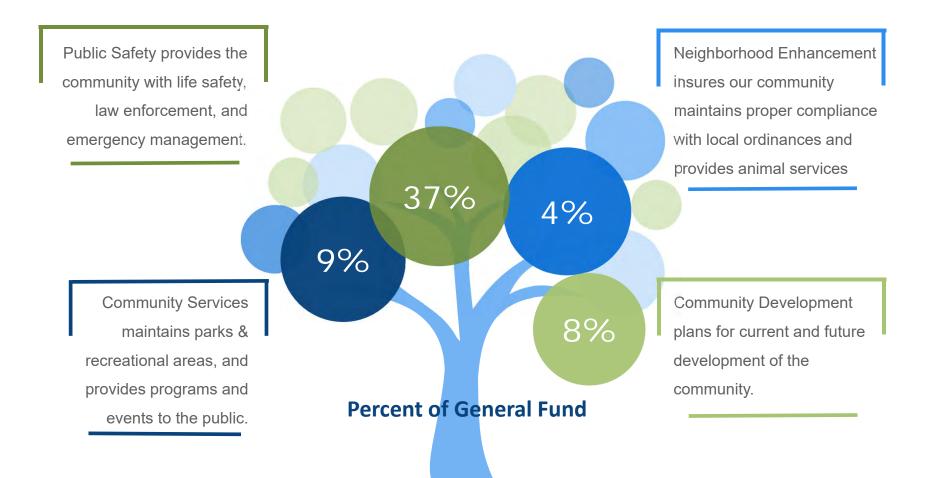


Revenue trends from user fees are inconsistent and do not support the growing cost to provide programs and services.

# **Expenditure Analysis**

## **Community Value**





## **Neighborhood Enhancement**

#### **SAN**))Arc⊚s



#### **Animal Rescue**

Largest animal rescue in history with 94% animals saved, implementation plan for 90% Live Outcomes



#### Neighborhood Vitality

Increased flow of information regarding construction projects and impacts to neighborhoods



#### Environmental

Health

Amendments to health code were passed and now compliant with state laws



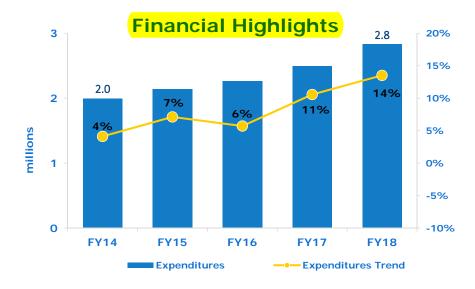
Permits

Realized increased efficiency and reduced fees due to the new temporary food permits for Non-profits



#### **Code Compliance**

Creating partnerships has helped property owners become compliant and beautify neighborhoods



#### **Service Areas**

General Fund
Animal Control
Animal Shelter
Code Compliance
Environmental/Health

## **Community Development**

#### **SAN**)))Arc⊚s





Engineering

\$24M in construction projects completed 89% on schedule with only 5% overage. Secured \$2.5M in loan forgiveness



Conducted citizen surveys on housing needs, code updates and historic preservation



Permitting

Online permit process with 85% submittals, streamlined development process



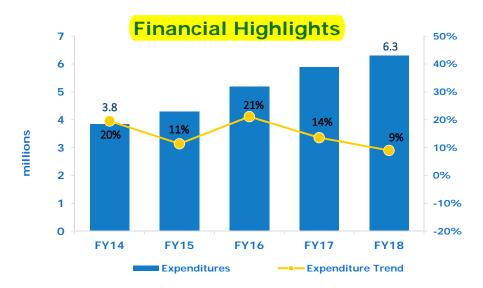
CDBG

Assisted with home ownership and repairs, neighborhood park renovations, \$57M in disaster recovery funding



Library

Provided over 800 adult education programs,21 GEDs, 12 Microsoft cert, enrolled 1,400 children in reading program



#### **Service Areas**

Engineering & CIP Real Estate Planning & Permitting Inspections CDBG Administration Library

## **Community Services**

#### **SAN**JJARC⊙S



Youth

Host free events year round such as carnivals, egg hunts, costume contest, and movies in the park



Sr Programs & Arts

Over 25 unique senior programs annually, 17 Life Long Learning classes, mural arts program



Transit

Five year strategic plan, implemented city wide nondiscrimination policy



Fleet

Enterprise leasing program with 159 vehicles reducing operating costs and increasing fuel efficiency

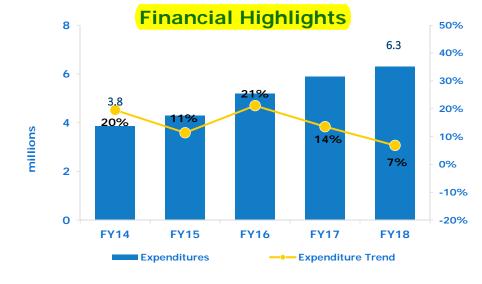


Parks

Completed park renovations at Dunbar, Anita Reyes, Dog Park, Adult Softball, Ramon Lucio bridge and baseball canopies

#### **Service Areas**

Parks & Recreation Park Rangers Facilities & Maintenance Fleet Transit Parking Management



## **Public Safety**

#### **SAN**JJARC⊙S



#### Community Outreach

EM – Texas Youth Preparedness Camp PD – Blue Santa, immigration events w/ Mexican Consulate Fire – Citizens Fire Academy, pancakes w/ Santa



Training & Education

Fire – 24 fire fighters now state certified for fire prevention to assist in investigations EM – preparedness training with EOC Additional state mandates for Fire & PD increasing training requirements



**Raising the Bar** 

Refined SM Emergency Ops Center, emergency dispatch protocols, full transition to federal mandated incident reporting system (PD)



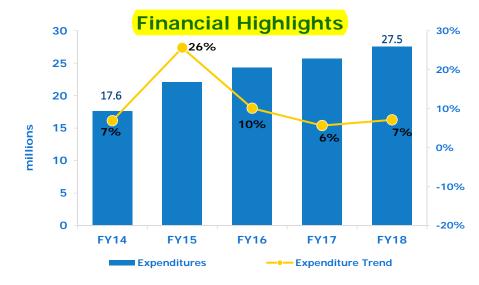
Expansion of Service

Design of new fire station and renovation of PD



**Fire Prevention** 

Over 2,300 inspections, scientific forensic based fire investigations, coordinate all Special Events permits





## **Administrative Services**

#### SANJARCOS



Outside Agency's

HSAB, CASA, museums, Crime Stoppers



**Events** 

Over 20k citizens participated in City hosted events



EMS

Contracted with Hays County EMS for emergency services



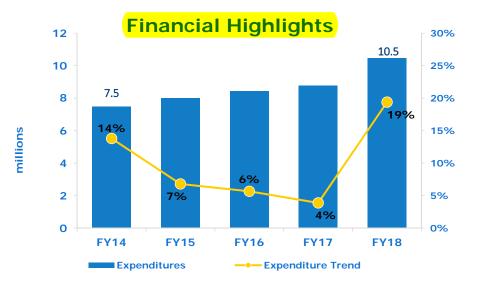
**Capital Outlay** 

Light duty Fleet Lease program, equipment, facility improvements, PD pursuit vehicle replacement



#### **General Operations**

Facility maintenance & utilities, insurance, tuition reimbursement, software & maintenance

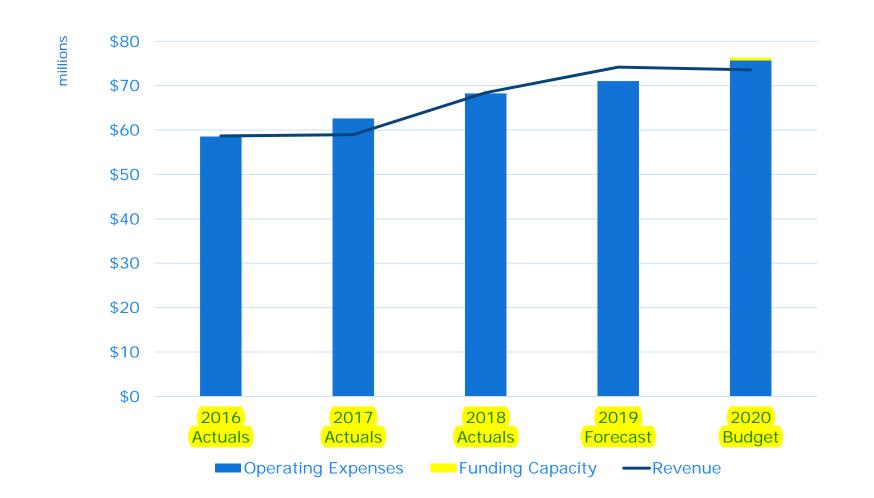


Service Areas General Operations Legal Human Resources Finance Information Technology City Manager's Office City Clerk

# **General Fund Capacity**

## **General Fund Capacity**



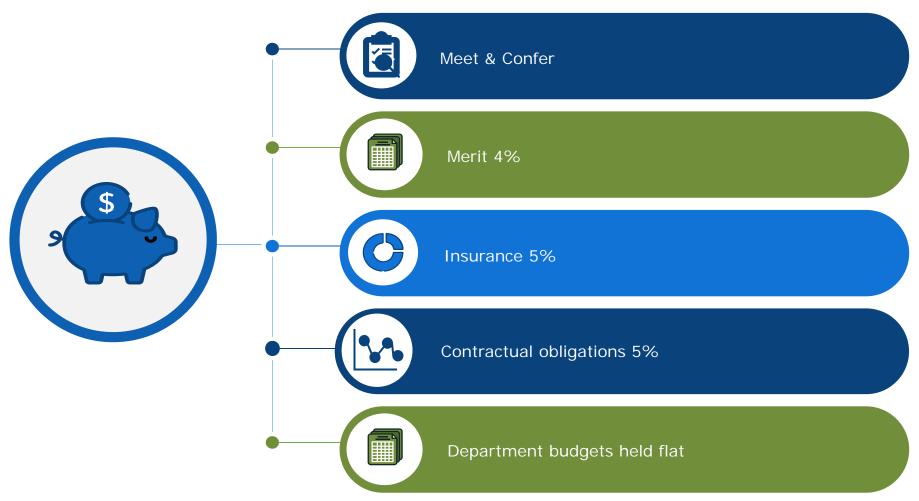


Current projections indicate \$600,000 available capacity in the General Fund for additional expenditures.

## **Base Budget Assumptions**

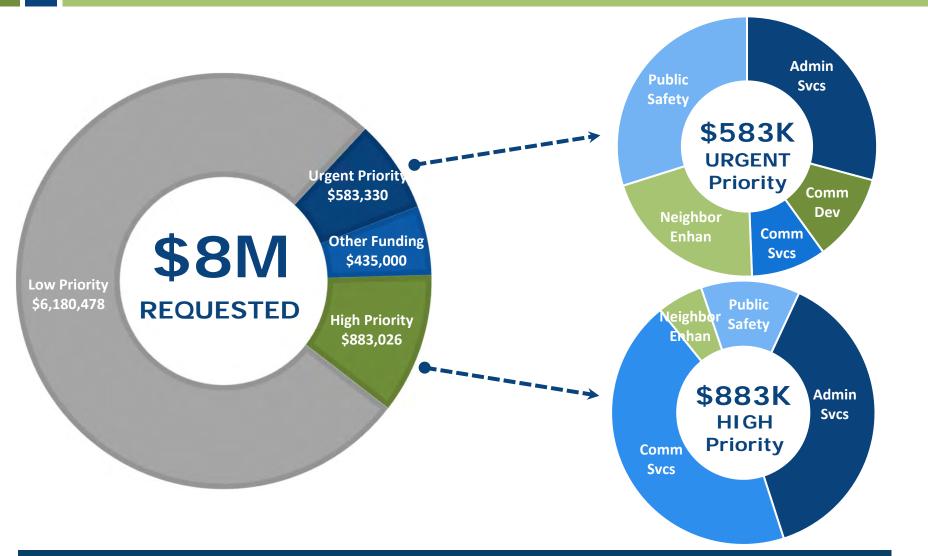
SANJJARCOS

#### FY2020 Budget Assumptions



## **General Fund Capacity**

#### **SAN)**)Arc⊚s



Urgent Priorities have been limited to \$600K capacity of proposed funding , should additional capacity become available the High Priority requests will be considered

## **Proposed - Personnel**



	Department	Position
•	City Manager's Office	Management Assistant – FT (half year)
•	City Manager's Office	Grant Administrator – FT
•	Communications	Video Technician – PT
•	Engineering	Watershed Engineer – FT (split with Stormwater Fund)
•	Animal Control	Animal Protection Officer, Sr – reclass (half cost)
•	Animal Shelter	Adoption Counselor – FT (half cost)
•	Animal Shelter	Shelter Technician – FT (half cost)
•	Police	Volunteer Program Coordinator – FT (reclass from PT)
•	Police	Training/Compliance Coordinator – FT
	Total Proposed Personnel:	\$318,120

## **Proposed - Operating**



Department	Position	Expense
City Clerk	City Council Chamber Security	\$20,000
Communications	Professional Development & Travel	\$2,500
Information Technology:	General Fund portion	
Hardware	DR – Firewall bundle internet connection	\$13,330
Software	DR – Firewall bundle yearly maintenance	\$4,000
Contracted Services	Increase to internet bandwidth	\$6,800
• Library	Professional Development & Travel	\$2,000
• Real Estate	Vehicle lease	\$9,330
• Community Services Admin.	Materials, tools, supplies for Arborist	\$25,000
• Facilities & Ground Maintenance	Landscape maintenance	\$10,000
• Facilities & Ground Maintenance	Contract Services – maintain LED bldg. lights	\$12,000
• Fleet Services	Professional Development – EVT/ASE certifications	\$7,500

## **Proposed – Operating Cont'd**

#### SANJJARC⊙S

Department	Position	Expense
Animal Shelter:		
Materials & Supplies	Medical supplies (half cost)	\$24,000
Contracted Services	Veterinary Services (half cost)	\$11,000
Materials & Supplies	Volunteer/Foster Program supplies (half cost)	\$5,000
Professional Services	Temp staff standard staffing needs	\$7,500
• Code Enforcement	Increase to operating costs	\$15,000
Neighborhood Enhancement Admin	Increase to operating costs	\$8,000
Neighborhood Enhancement Admin	Austin Tenants Council – Professional Services	\$4,000
• Police	Software – Automated License Plate Reader	\$11,250
Fire	Paramedic Program (pending program development)	\$67,000
	Total Proposed Operating:	\$265,210

## **Proposed – Operating Cont'd**

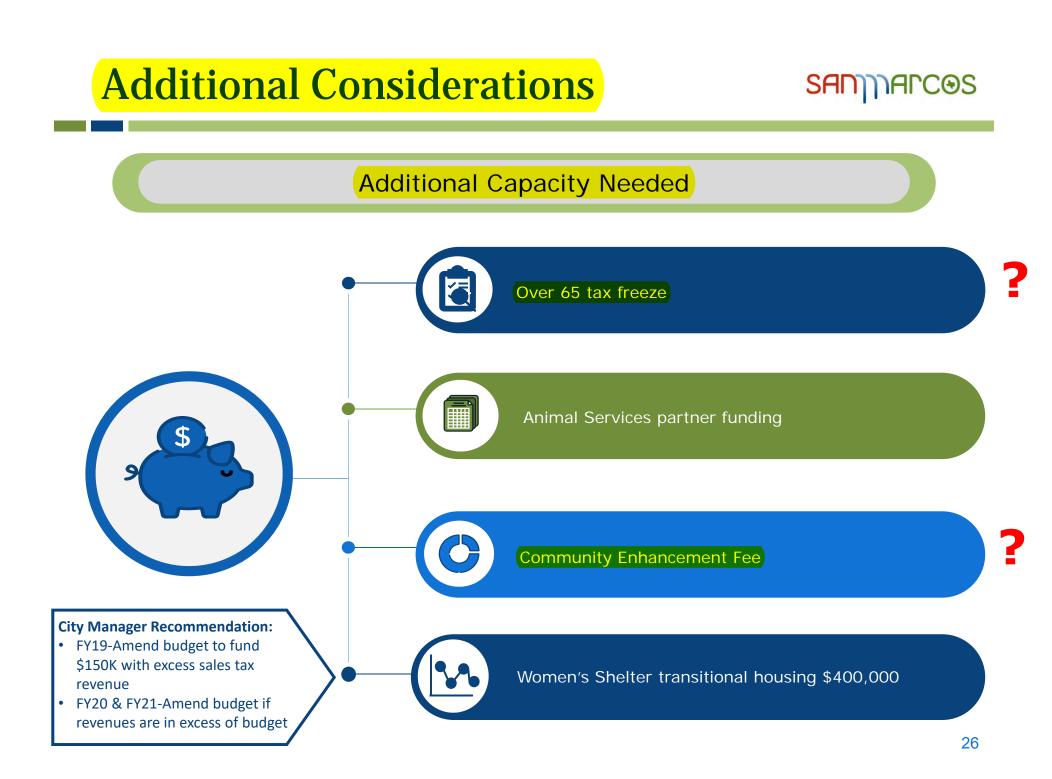


	Fund	ing Summary	Expense
•	Personnel		\$318,120
•	Operating		\$265,210
		Grand Total Proposed Expenditures:	<mark>\$583, 330</mark>

## **Proposed – Other Funded Areas**



Department	Description	Expense
• Library	O&M tax proceeds: Librarian I	\$55,000
• Communications	PEG Funded – video equipment, video editing	\$30,000
• Streets	TIRZ Funded: Downtown Sidewalk	\$350,000
	Total Other Funding:	\$435,000



# Economic Development Reallocation

## **Economic Development Funds**





\$200K

#### **FY20 Allocation**

- Economic/Business Development Manager
- Economic Development program

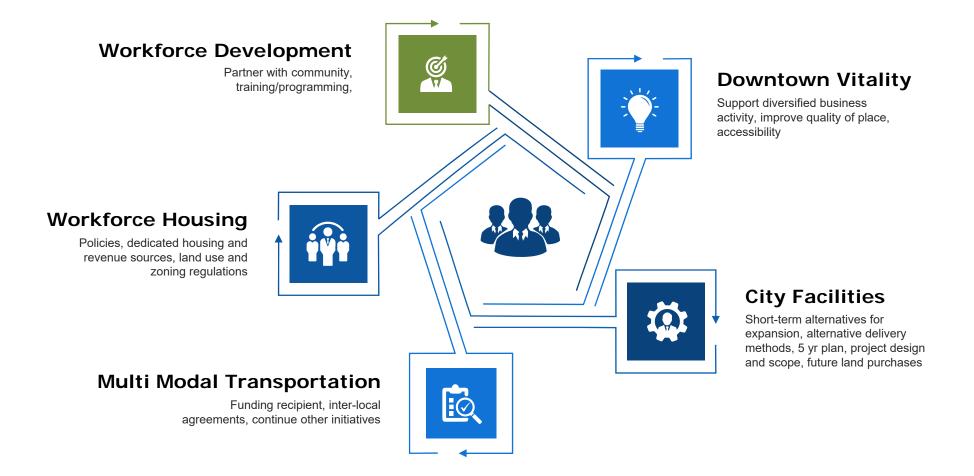
#### **Accrued Balance**

Proposed funding to support
 Strategic Initiatives



## **2019 Strategic Initiatives**

#### **SAN**]])Arc⊚s



## **Proposed Funding**





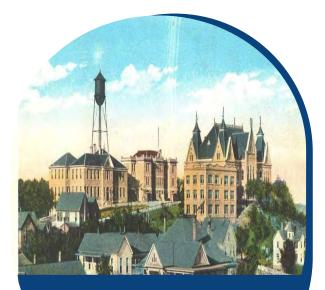
#### **Workforce Development**

- Scholarship funds
- City facility location
- Marketing

## \$75K

#### **Workforce Housing**

- Land acquisition
- Design competition that attracts local architects and builds momentum around the project
- Unsafe structures



## \$325K

## **Proposed Funding**

#### **SAN** INALC⊙S



#### **Downtown Vitality**

- Downtown arch
- Landscaping
- Benches
- Art within the sidewalk
- Pedestrian Wayfinding
- Street signage and traffic signal boxes wrapping from local artist

#### **Multi Modal Transportation**

- Design for shared use path River Rd Thorpe Ln
- Additional bus shelters on Hutchison and Outlet mall

## \$200K

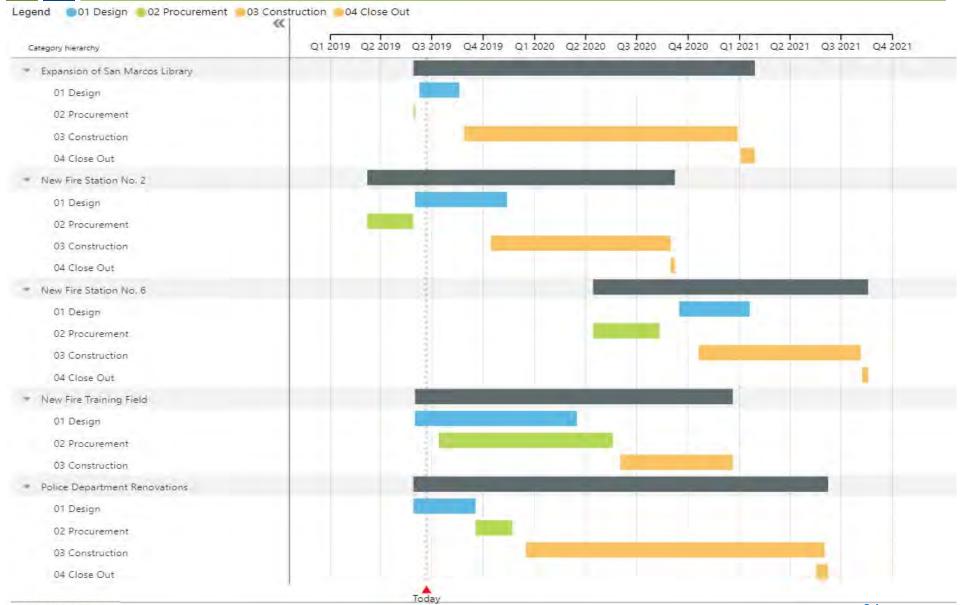
# **Bond Program**

#### City of San Marcos Bond Program Status Update

Library Addition/ Renovation
 Police Station Addition/Renovations
 Fire Station 2
 Fire Station 6
 Fire Training Facility

## **Project Schedule Update**

#### SANJARCOS





## **Library Addition/ Renovation**

#### **SAN**)))Arc⊙s



**Rendering by PGAL** 

Т	otal Project Budget	Estimated Total Project Cost
	<mark>\$14.6 M</mark>	<mark>\$15.9 M</mark>
•	Construction	forecasted to begin

- Construction forecasted to begin Fall 2019 per current schedule
- Projected budget overrun due to inflation
- Construction costs have increased approximately 3% annually over the past 3 years
- Project size and scope has remained unchanged, but the original project budget established in 2016 did not account for inflation.
- The City has identified approximately \$1M of additional funds to cover overage
- The City, Jacobs, and D/B team weighing additional cost savings options through the ongoing design phase



## Fire Training Master Plan and Phase 1 SADDARCOS



Preliminary masterplan site layout from design charette The overall fire training facility includes office/classroom building, driving skills pad, burn buildings, outdoor classrooms, and new fire station

Total Project Budget	Estimated Total Project Cost
\$2.0 M	\$2.0 M

- Abercrombie to provide final draft of the masterplan and site plan for review and comment this week
- Masterplan efforts have identified infrastructure and prioritized training structure that will fit the Phase 1 construction budget (\$1.5 M)
- Once the Masterplan is finalized and approved, Abercrombie will submit a proposal for design services for Phase 1 of construction.
- Once the design is complete, City will issue the Phase 1 project in a Close Sealed Proposal Solicitation



## **New Fire Station 2 & 6**





Using the new Fire Station #4 design as a prototype for new stations

	Estimated Total Project Cost		
Fire Station 2	\$5.3 Million		
Fire Station 6	\$6.8 Million		

- Latest construction cost estimate from the Design-Build team for the same structure is approximately 15% higher than the final construction cost for FS 4.
- FS 2 estimated cost increase is primarily due to additional needed sitework
- The City, Jacobs, and Design Build team are currently weighing cost savings options to get the construction cost closer to the initial budget and include a 4th bay in the scope.
- FS 6 Design Build solicitation not scheduled to be published until later in 2020, but publishing the solicitation ASAP may help mitigate additional project cost escalation.



### **Police Department Addition/ Renovation** SADDARCOS



Rendering by KGA Architects

\*Please note the following for reference:

- City of Garland has an upcoming project for a new PD facility worth \$23M
- City of New Braunfels has an upcoming project for a new PD facility worth \$36M

Estimated Total Project Cost
\$11.6 M*
vas based on a ate that did not s/project soft costs not factor inflation M)
did not account for and fire safety aired by Code M)
site improvements ing was significantly latest construction ately \$2.0M)

- grown since the initial assessment. The system is past its expected life cycle and in need of a full replacement (approximately \$1.5M)
- Planning a strategy to add supplemental funds via CIP budget in the upcoming years to provide full scope

#### JACOBS

## **Cost Savings To-Date**



Bond Program Savings Summary	Column1
Total Approved Savings	\$1,213,344.61
Total Pending/ Potential Savings	\$380,000.00
Total	\$1,593,344.61

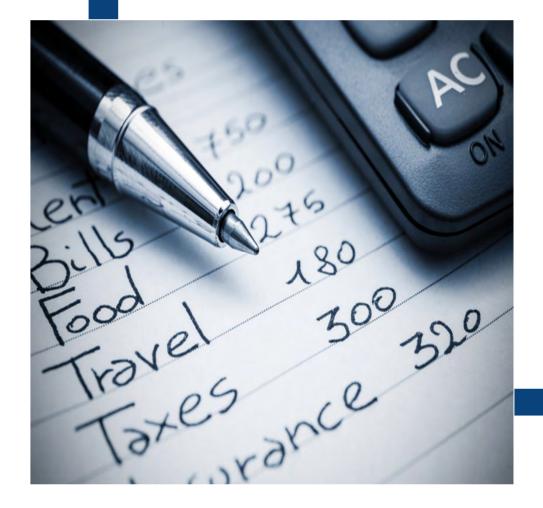
#### **COSM Bond Savings Tracker**



- On average JACOBS was able to help the City successfully negotiate approximately 20% savings on design-builder fee proposals received for FS 2 and Library.
- The team was able to successfully negotiate \$230K of savings from KGA's initial proposal for design services for the Police Department.
- Other savings have been captured by vetting proposals received, for geotechnical services and land survey services.
- Forecasted potential savings based on expediting the FS 6 project and vetting initial construction estimates on FS 2 for inefficiencies.



## Day Two



- Other Major Funds
- Enterprise Funds
- Wrap Up
- Discussion

## **Budget Policy Guidelines**

#### **SAN**)))Arc⊙s

Economic Development Funds

"Continue the annual **\$200,000** contribution to the economic development reserve that is shared equally between General Fund, Water Wastewater Fund, and Electric Fund. The funds will be used to fund Strategic Initiatives and/or special projects at the discretion of the City Manager." "The existing balance of the Economic Development reserve of **\$800,000** will be used to fund Strategic Initiatives and/or special projects at the discretion of the City Manager. The fund is a contribution of General Fund, Water Wastewater Fund, and the Electric Fund. Funds will be used on projects/initiatives that support all areas of funding source."

## **FY20 Economic Development**

#### **SAN**JJAPC⊙S

Economic/Business Development Manager - \$150,000





Program funds, professional development, and other needs

The \$200K is included in the operational budgets of the General Fund, Electric Fund, and Water/Wastewater Fund 42

## **Accrued Economic Development**

SANJIARCOS

#### Strategic Initiatives Funding - \$800,000







Repurpose Funding



Council adopted the resolution to allocate funding for the CDBG program year 2019 on June 18, 2019



Per Council direction: Funding of \$67,142 for unsafe structures will be repurposed for housing rehabilitation by Southside Community Center



Amendment required to change program year action plan which will be brought to Council in October for formal adoption

\$200K in funding from the Community Enhancement Fee will be used for unsafe structures and a downtown decorative arch.



Amendment will be to award a total of \$192,142 for housing rehabilitation to Southside Community Center and remove funding for unsafe structures.

# Other Major Funds

## **Other Major Funds**





Recruited conference with over 1,700 attendees, 2022 Texas Downtown Association. \$3.1M reinvested in downtown Hosted inaugural Go-Wheels-Up event with over 4,000 attendees Over 300k lbs trash & 23k lbs recycled through community cleanup events, 400+ graffiti instances removed, 92 illegal dumping instances cleaned Provided counseling, clinical assessments, supplemental foods and immunizations to eligible members of the community

## **Hotel Motel Tax Fund**

#### **SAN**))Arc⊚s

- Fiscal Year 2019 Revenue is trending above budget
- Recommending reinstating full expense budget for fiscal year 2019 due to increase in revenue collections
- Conservative 1% increase in revenue for fiscal year 2020
- Recommend holding operating expenses flat with the exception of personnel and contractual obligations

Revenue for Current Programs	
FY18 Revenue	\$2,367,000
FY19 Revenue Forecast	\$2,539,000
FY20 Budget	\$2,531,000

Current Programs	FY20
CVB	\$1,647,400
Main Street	\$ 390,900
Tanger Marketing Program	\$ 150,000
Downtown Marketing Coop	\$ 30,000
Eco Tourism	\$ 40,000
Sports Tourism	\$ 60,000
Tourist/Transportation	\$ 10,000
Mural Program	\$ 35,000
Arts Project/Permanent Art	\$ 250,000
Conference Center Repairs	\$ 10,000
Total:	<mark>\$2,613,300</mark>

#### Arts Commission-Total Requested Increase \$54,550

- \$12,500 increase for Art Projects
- \$12,500 increase for Permanent Art
- \$39,550 increase to move Art Coordinator to full time from part time

## Airport Fund

#### **SAN**))Arc⊙s

Revenue	FY20 Budget
FY19 Budgeted Revenue	\$646K
Hanger, Shelter, and Land Rentals	\$ 39K
Fuel Flowage Fee/Gross Receipts	\$ 5K
<b>Total Budgeted Revenue</b>	<mark>\$690K</mark>

Expenses	FY20 Budget
FY19 Budgeted Expenses	\$646K
TAP Contract/Incentive Expense	\$ 17K
Rent Incentives	\$ 27K
Total Budgeted Expenses	<mark>\$690K</mark>

Requests	
City Owned Facility Repair and Maintenance	\$100K
Runway Signage and Striping	\$ 50K
Airport Marketing	\$ 25K
Runway Pavement Crack Sealing	\$150K
SUV Lease	\$9K
Total	<mark>\$334K</mark>

- No transfer from the General Fund is required
- If revenue budgets are not achieved, the General Fund will have to make up shortage.

### **Resource Recovery Fund**



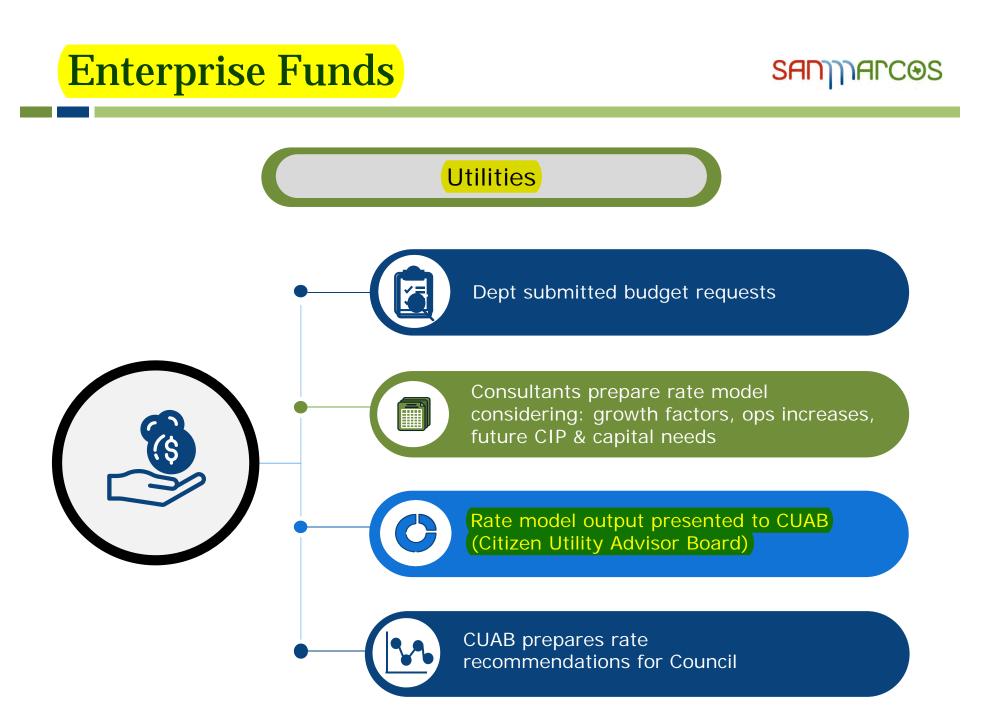
Revenue	FY20	Expenses	FY20
EV10 Pudgeted Povepue	\$4.4M	FY19 Budgeted Expenses	\$4.4M
FY19 Budgeted Revenue	<b>⊅4.4</b> Ⅳ	Contracted Services-	
Additional revenue generated by		Trash/Recycling	\$0.3M
customer growth and rate adjustment	\$0.4M	Other Expenses	\$0.1M
			¢orim
Total Budgeted Revenue	<mark>\$4.8M</mark>	<b>Total Budgeted Expenses</b>	<mark>\$4.8M</mark>

Residential rates adjusted .88 cents per month, \$10.51 annually
Multifamily rates adjusted .34 cents per month, \$4.09 annually
Both rates increased .15 cents per month to build reserve for the

future relocation of the Household Hazardous Waste Facility

Operating Expenses	One-time / Recurring	Annual Cost
Program Coordinator – Reclassification	Recurring	\$17,500
Vehicle – Tommy lift flat bed truck lease	Recurring	\$13,500
Total Resource Recovery Funding:		\$31,000

# Enterprise Funds



# Water / Wastewater Fund FY20

## Water/Wastewater Fund SANJIARCOS Rate Recommendation Rate Study underway. Results of modeling will be presented at August Budget Workshop CUAB will receive results in July and make a recommendation to City Council for rate adjustment Expect that rate adjustment will follow long term plan of 3%-5% All proposed expenses will be included in modeling to evaluate effect on rates

## Water/Wastewater Fund



Debt Service and Potential Rate Adjustments from FY19 Rate Modeling

	FY19	FY20	FY21	FY22	FY23
Revenue	\$43.2M	\$45.9M	\$48.5M	\$51.2M	\$54.1M
Expenses	40.0M	43.2M	43.3M	47.8M	49.8M
Ending Fund Balance	10.0M	10.8M	10.7M	11.9M	12.4M
Weather Stabilization Reserve	3.0M	3.2M	3.4M	3.6M	3.8M
Debt Coverage	1.27	1.16	1.36	1.19	1.23
Potential Rate Adjustment	5% W 2% WW	5% W 2% WW	5% W 3% WW	5% W 3% WW	3% W 3% WW

## Water/Wastewater Fund



Personnel Ex	rpenses	Annual Cost
Equipment Op 2 (reclass)		?
Equipment Op 2 (reclass)		?
Equipment Op 2 (reclass)		?
Crew Leader		?
Equipment Op 1		?
Equipment Op 1		?
Equipment Op 1		?
Water Quality Tech		?
	Total Personnel Expenses:	\$369,050



Operating Expenses	One-time / Recurring	Annual Cost
Increase internet bandwidth	Recurring	\$6,800
DR - Firewall bundle - Hardware	One Time	\$13,333
DR - Firewall bundle - Software	Recurring	\$4,000
Funding for arborist to provide tree care, maintenance and removal	Recurring	\$25,000
WQ - Locus Environnemental Information Management software	Recurring	\$18,500
Ipads for field data entry	One Time	\$5,110
WQ - Locus Environnemental Information Management software modules	One Time	\$6,500
Total Operating Expense:		<mark>\$79,243</mark>

## Water/Wastewater Fund



Capital Expenses	Annual Cost
Tokay BFP upgrade	\$25,000
MAPS trenchbox	\$25,000
Road Trench Plates	\$10,000
Sonetics wireless headsets	\$18,000
Tota	Il Capital Expense: \$78,000
Funding Summary	
Personnel	\$369,050
Operating	\$79,243
Capital	\$78,000
Total Waster/Wa	stewater Funding: \$526,293



Rate Recommendation



Rate Study underway. Results of modeling will be presented at August Budget Workshop



CUAB will receive results in July and make a recommendation to City Council for rate adjustment

Expect that no rate adjustment will be needed



All proposed expenses will be included in modeling to evaluate effect on rates



Personnel Expenses	Annual Cost
Senior Engineering Tech - reclass	?
Lineworker	?
Network Administrator	?
Application Analyst	?
Total Per	sonnel Expenses \$335,900



Operating Expenses	One-time / Recurring	Annual Cost
Software	Recurring	\$4,000
Software	One-time	\$47,000
Hardware	One-time	\$20,133
Contracted Services	Recurring	\$255,800
Contracted Services	One-time	\$7,500
Equipment	One-time	\$2,000
Vehicle Lease & Maintenance	Recurring	\$26,807
Professional Development	Recurring	\$50,710
Arborist supplies	Recurring	\$25,000
Total Operating Expense:		<mark>\$428,950</mark>



Capital Expenses	Annual Cost
Manual Meter Reading System replacement	\$10,000
Bucket Truck for Meter techs	\$145,000
Locator	\$6,500
Crew truck	\$86,000
Cargo Trailer	\$10,000
Total Capital Expenses:	<mark>\$275,500</mark>



Funding Summa	iry	Annual Cost
Personnel		\$335,900
Operating		\$428,950
Capital		\$275,500
Total El	ectric Fund Expenses:	<mark>\$1,022,350</mark>

## Stormwater Fund FY20

## **Stormwater Fund**



Rate Recommendation



Rate study significantly complete. Results presented to City Council at work session



Continue to finalize recommendation for new rate structure



Expect to implement new rates in second quarter fiscal year 2020. No rate adjustment October 1.



All proposed expenses will be included in modeling to evaluate effect on rates





Personnel Expenses	Annual Cost
Watershed Engineer-FT (split with GF)	?
Crew Leader	?
Operator 2	?
Operator 1	?
Operator 1	?
Total Personnel Expenses	<mark>\$326,850</mark>





#### Proposed Additional Expenditures

Requested Expenses	One-time / Recurring	Annual Cost
Arborist supplies	Recurring	\$25,000
Total Operating Expense:		\$25,000
Front end wheel loader*		\$170,000
Rover camera and CCTV equipment*		\$160,000
Total Capital Expense:		\$330,000
Funding Summary		
Personnel		\$326,850
Operating		\$25,000
Capital		\$330,000
Total Stormwater Funding:		<mark>\$681,850</mark>

\* Exploring financing over a 5-7 year timeframe

## Budget Timeline

## **Budget Timeline**





## Wrap Up







## Thank You









Melissa Neel Assistance Director of Finance