



# ***City of Castle Hills***

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## ***City of Castle Hills***

***FY 2019***

***Proposed Budget***

***August 21, 2018***

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# FY 2019 Proposed Budget

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- **FY 2019 Capital Expenses**
- **FY 2019 Personnel**
- **FY 2019 Possible Funding Allocation Available for Re-Direction**
- **City Council Input on Additional Funding of Items/Projects**



# FY 2019 CAPITAL EXPENSES

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# FY 2019 Capital Expenses

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- **FY 2019 Budget Highlights (Capital Expense):**
  - Municipal Building Improvements (Replace three HVACs at \$30,000
  - Digital marquee at City Hall, budgeted at \$16,000. (Requested Removal)
  - Set aside funds for future radio upgrade in 2020, budgeted at \$30,000.
  - Replace six sets of Firefighter gear, budgeted at \$16,800.
  - Platform Fire Truck payment – Principal payment of \$74,257 and Interest payment of \$13,279.
  - Salary Adjustments in the proposed budget includes a 3% Cost of Living Adjustment (COLA) for all employees which has been built into the budget.
  - 20% Increase (placeholder) in the City’s Health Plan.



# FY 2019 Capital Expenses

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## FY 2019 Capital Expenses:

- Replace three air conditioning units (HVAC) at City Hall: Old units are at the end of their life cycle, budgeted \$30,000. (General)
- Exterior/Interior Improvements(Possible one-time CEID expenditures):
  - Replace doors at entrance to Permitting/Municipal Court
  - Install an Awning at front of City Hall
  - Energy Audit and review the feasibility of a Solar Array Project for the Municipal Building
  - Facility Improvements – Interior improvements to the building including new carpet, paint and audio/visual improvements to the City Hall Chambers
  - Carport for Police Vehicles
- Conduct a Facility Assessment Study \$20,000 (CEID)
  - Identifies and documents all current building deficiencies of the structure and estimate associated costs for repairs or upgrades if necessary.
  - Establish a baseline for evaluating and prioritizing immediate and long-term needs relative to functionality and needs.

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# **FY 19 PROPOSED BUDGET PERSONNEL**

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# FY 2019 Proposed Personnel

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- **Personnel Highlights in the FY 2019 Proposed Budget:**
  - Proposed Cost of Living Adjustment for City Staff of 3% is programmed into the proposed budget.
  - FY 2019 Proposed Budget includes three vacant and funded positions in the Public Works Department - Project Manager and two positions in streets totaling **\$157,975**. (Positions are retained under a hiring freeze)
  - Request for an Assistant Fire Chief is currently not programmed into the proposed budget and is unfunded.
  - 20% Increase in the City's Health Plan – awaiting proposed rate increase.



# Personnel Inventory (Ten-Year History)

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- **August 8 Proposed Budget Workshop – City Council requested a three-year historical inventory by positions:**
  - Staff researched ten years prior beginning with 2009
    - Personnel Count in 2009 - **65 Positions** - Full/Part Time
    - Personnel Count in Proposed 2019 - **70 Positions** - Full/Part Time
  - Departmental Changes from 2009 to Proposed 2019:
    - Police Department added Task Force Officer & Sergeant Positions
    - Fire Department none added ( Assistant Fire Chief – 2015 Removed)
    - Public Works added an Administrative Assistant
    - Administration added Finance Officer, Permit Clerk & Code Compliance Officer





# Cost of Living Adjustment

## City of Castle Hills Cost of Living (COLA) Increase Only 2019 Proposed Budget

	No Increase 2019	3% 2019	2% 2019	1% 2019
<b>GENERAL FUND</b>				
ADMINISTRATION	\$ 534,982	\$ 549,719	\$ 544,807	\$ 539,894
COURT	\$ 105,204	\$ 107,942	\$ 107,029	\$ 106,117
POLICE	\$ 2,223,892	\$ 2,281,018	\$ 2,261,976	\$ 2,242,934
FIRE	\$ 1,356,688	\$ 1,397,333	\$ 1,380,452	\$ 1,368,570
STREETS	\$ 383,036	\$ 393,127	\$ 389,763	\$ 386,400
SANITATION	\$ 293,592	\$ 300,195	\$ 297,994	\$ 295,793
<b>TOTAL GF EXPENSE</b>	<u>\$ 4,897,394</u>	<u>\$ 5,029,334</u>	<u>\$ 4,982,021</u>	<u>\$ 4,939,708</u>
Cost of COLA Increases		\$ 131,940	\$ 84,627	\$ 42,314

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# Possible Cost Increase in Health Plan

## City of Castle Hills Health (Medical Only) Worksheet 2019 Proposed Budget

	Health 2018	Health Increase 20%	Health Increase 15%	Health Increase 10%
<b>GENERAL FUND</b>				
ADMINISTRATION	\$ 32,527	\$ 39,032	\$ 37,406	\$ 35,780
COURT	\$ 9,294	\$ 11,153	\$ 10,688	\$ 10,223
POLICE	\$ 134,756	\$ 161,707	\$ 154,969	\$ 148,232
FIRE	\$ 88,288	\$ 105,946	\$ 101,531	\$ 97,117
STREETS	\$ 27,881	\$ 33,457	\$ 32,063	\$ 30,669
SANITATION	\$ 27,881	\$ 33,457	\$ 32,063	\$ 30,669
<b>TOTAL GF EXPENSE</b>	<u>\$ 320,627</u>	<u>\$ 384,752</u>	<u>\$ 368,721</u>	<u>\$ 352,690</u>
Cost of possible rate increases (Re-rate expected in September)		\$ 64,125	\$ 48,094	\$ 32,063

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# Possible Funding Allocation Available for Re-Direction (General Fund)

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- **Personnel Highlights in the FY 2019 Proposed Budget:**
  - Proposed Cost of Living Adjustment for City Staff of 3% is programmed into the proposed budget - **\$131,940**
  - FY 2019 Proposed Budget includes three vacant and funded positions in the Public Works Department - Project Manager and two positions in streets totaling **\$157,975.** (Positions are retained under a hiring freeze)
  - Capital Expenses - **\$76,000:**
    - Replace three HVACs at \$30,000
    - Digital marquee at City Hall at \$16,000. (Requested Removal)
    - Future radio upgrade in 2020 at \$30,000.



# **City Council Input on Additional Funding of Items/Projects**

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# FY 2019 Budget Overview

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- **Next Steps:**

- Possible Workshops on Budget: August 28<sup>th</sup>
- 1<sup>st</sup> Public Hearing on FY 2019 Budget on September 12, 2018
- 2<sup>nd</sup> Public Hearing on FY 2019 Budget on September 18, 2018 (Adopt Budget and Tax Rate)



# QUESTIONS

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# FY 2019 Budget Overview

- **Streets and Drainage Funds in the FY 2019 Proposed Budget:**
  - City Council recognizes that long-term street repairs are needed across the City.
  - Prioritize the needs collectively in a Capital Improvements Program (CIP) and identify funding options for much-needed street repairs.
  - Street Maintenance, Drainage-Utility and Supplemental Street Funds are available for future infrastructure projects.
  - Revenue for projects could be generated from the use of Street Maintenance Sales Tax, Digital Billboard and the possibility of issuing certificates of obligation. Costs for this would be reflected in the FY 2019 Budget.
  
- **Proposed FY 2019:**
  - ***Street Maintenance Tax - \$953,603***
  - ***Drainage Utility Fund - \$1,190,383***
  - ***Supplemental Street - \$635,602***
  
- **Potential projects for funding in FY 2019:**
  - **Antler Project - Street and Drainage (Engineering complete)**
  - **Banyan Project – Street and Drainage (Some engineering)**
  - **North Manton Project – Drainage (Engineering complete)**

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