

City of Hill Country Village
 General Fund
 Fiscal Year Ending September 30, 2019

General Fund Revenue & Expenditure Summary

Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	2017-18 Estimate to 2018-19 Budget difference
REVENUE					
Sales Tax	849,199	880,000	870,000	870,000	-
Property Tax	308,667	321,993	321,900	321,993	93
Liquor Tax	15,514	13,000	11,830	12,000	170
Interest Income	4,936	3,000	6,400	6,400	-
Franchise	165,693	164,500	166,832	169,400	2,568
City Public Service	135,404	130,000	124,900	128,000	3,100
AT&T	9,950	12,500	17,452	17,000	(452)
Time Warner Cable	17,534	18,000	18,960	19,000	40
Waste Management	2,071	3,000	4,136	4,200	64
Other	734	1,000	1,384	1,200	(184)
Municipal Court	181,998	170,000	175,000	180,000	5,000
Sewer Use Fees	80,114	76,000	84,700	85,000	300
Health Department	5,715	5,000	5,000	5,000	-
Permits	81,728	64,000	70,000	70,000	-
Other	10,542	5,650	7,070	7,450	380
Credit Card Fees	2,878	1,500	1,700	1,750	50
Insurance Proceeds	2,651	-	-	-	-
Misc. Income	2,102	1,500	1,700	1,700	-
Police Reports	115	200	150	200	50
Fingerprinting	1,370	600	600	600	-
Open Record Req Income	1	-	-	-	-
Unclaimed Funds-Police	-	-	-	-	-
Police Auction	-	-	-	-	-
Annual Alarm Fee	-	-	1,500	1,600	100
False Alarm Fees	800	750	800	750	(50)
Return Check Fee	120	100	120	100	(20)
Animal Control	505	1,000	500	750	250
Sale of Assets	-	-	-	-	-
Zoning Commission Fees	-	-	-	-	-
Reimbursements	-	-	-	-	-
Interfund Transfer	13,500	10,000	10,000	10,000	-
TOTAL - Revenues	\$ 1,717,606	\$ 1,713,143	\$ 1,728,732	\$ 1,737,243	\$ 8,511

EXPENSES

General & Administrative					
Personnel Services (Admin & Court)	107,612	178,913	177,673	189,160	11,487
Travel, Training & Prof Dues	2,289	3,870	3,880	4,720	840
Operational Costs	381,332	390,365	393,710	396,545	
Utilities (Elec/Gas, Water, Phone, Internet, L.)	10,211	9,500	10,350	10,650	300
Sewer Discharge Services	47,577	47,000	52,000	53,000	1,000
Insurance (Liability/E&O, Prop.)	3,505	3,710	3,610	3,710	100
Attorney Services	14,130	17,000	16,000	14,000	(2,000)
Engineering Services	(268)	7,000	7,000	7,000	-
Building Inspection	23,595	23,000	20,000	21,000	1,000
Health Inspection	2,310	3,000	2,000	2,200	200
Fire Department Services	235,000	235,000	235,000	235,000	-
Accounting & Audit Services	16,750	16,500	17,000	17,500	500
Computer Consultant Service	3,563	3,000	6,500	4,000	(2,500)
Judge, Pros., Mag., Court Rep.	12,600	12,000	10,800	10,800	-
Operational Costs - Other	12,359	13,655	13,450	17,685	4,235
Supplies & Materials	8,294	10,475	9,275	10,750	1,475
Capital Expenditures	5,305	80,000	-	-	-
Interfund Transfer	6,760	-	28,774	-	(28,774)
Subtotal	\$ 511,592	\$ 663,623	\$ 613,312	\$ 601,175	(12,137)

City of Hill Country Village
 General Fund
 Fiscal Year Ending September 30, 2019

General Fund Revenue & Expenditure Summary

Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	2017-18 Estimate to 2018-19 Budget difference
Police					
Personnel Services	827,279	854,242	855,956	881,433	25,477
Travel, Training & Prof Dues	4,952	5,565	5,800	6,750	950
Operational Costs	29,011	31,507	31,091	34,512	3,421
Comm - Badge Software	1,112	1,112	1,112	1,112	-
Comm - MDT	1,824	1,860	1,824	1,850	26
Comm - Radio Airtime	3,888	4,000	3,888	4,000	112
Uniforms Purchase/Replc.	8,666	9,850	9,850	12,500	2,650
Insurance (Auto, Law Enf, Prop)	11,366	11,525	11,317	11,625	308
Operational Costs - Other	2,155	3,160	3,100	3,425	325
Supplies & Materials	39,730	42,700	44,500	43,300	(1,200)
Range & Ammunition	3,000	3,000	3,000	3,000	-
Vehicle Maint., Wash, Tires	4,132	4,800	4,700	4,700	-
Vehicle Fuel	15,440	16,000	18,000	18,000	-
Small Equip & Parts	10,388	10,000	10,000	9,000	(1,000)
Supplies & Materials - Other	6,770	8,900	8,800	8,600	(200)
Dispatch Services	-	-	-	-	-
Capital Expenditures	15,572	-	-	-	-
Interfund Transfer	35,500	35,500	35,500	35,500	-
Subtotal \$	952,044	\$ 969,514	\$ 972,847	\$ 1,001,495	28,648
Public Works					
Personnel Services	50,541	50,971	49,314	51,693	2,379
Travel, Training & Prof Dues	-	-	-	-	-
Operational Costs	10,373	10,575	10,575	10,575	-
Street Lighting Services	8,614	8,700	8,700	8,700	-
Operational Costs - Other	1,759	1,875	1,875	1,875	-
Supplies & Materials	12,677	12,400	11,700	14,900	3,200
Animal Control Expenses	-	-	100	-	(100)
Building Maintenance	2,538	3,500	3,500	3,800	300
Street, Sign Maintenance	1,885	2,500	2,500	3,500	1,000
Vehicle Maint., Wash, Tires	1,435	1,200	1,200	1,500	300
Vehicle Fuel	2,460	2,400	1,500	2,000	500
Supplies & Materials - Other	4,359	2,800	2,900	4,100	1,200
Capital Expenditures	-	-	-	-	-
Interfund Transfer	-	-	-	-	-
Subtotal \$	73,591	\$ 73,946	\$ 71,589	\$ 77,168	5,579
TOTAL - Expenses \$	1,537,227	\$ 1,707,083	\$ 1,657,748	\$ 1,679,838	22,090
Net surplus (deficit)	180,379	6,060	70,984	57,405	
Beginning Cash	1,230,576	1,410,955	1,410,955	1,481,939	
Ending Cash/Reserves	1,410,955	1,417,015	1,481,939	1,539,344	
TOTAL APPROPRIATIONS	\$2,948,182	\$3,124,098	\$3,139,687	\$3,219,182	

General & Administrative Department

Fund: 01 General

Program Description :

The General and Administrative Department provides professional management and analysis to the City Council, the Board of Adjustment, the Zoning Commission, the Business District Construction Review Board, and the Economic Development Corporation. Additionally, the department provides overall policy interpretation and fiscal management for the City's departments. The Department includes the budget for City Administration, Fire Suppression Services, Emergency Medical Service, Building Inspector, Health Inspector, Municipal Court, City Engineer, and City Attorney.

The Department is headed by the City Administrator, the City's Chief Administrative Officer, who provides professional management and administration to the City, implementing the City Council policy decisions by directing, coordinating, monitoring, and evaluating all City Government activities.

Vision :

The General and Administrative Department exists to serve the residents and businesses of the City of Hill Country Village by providing high quality professional management for the City; policy interpretation of the City Council, the Zoning Commission, the Board of Adjustment, the Business District Construction Review Board, and the Economic Development Corporation; and providing leadership and direction to all City departments.

Mission :

The Mission of the General and Administrative Department is to provide high quality professional management and excellent customer service to residents, businesses, visitors, City Council, the Municipal Court, the Planning and Zoning Commission, the Board of Adjustment, the Business District Construction Review Board, the Economic Development Corporation, and City Departments.

Goals and Objectives :

- Ensure high-quality fiscal management through funds management, bill payment, accurate and timely financial statements and completion of the annual audit of funds by December 31st in accordance with the Texas Public Funds Investment Act and best-practices of the Government Finance Officers Association, Government Treasurers Organization of Texas, and the Governmental Accounting Standards Board, as well as through advice of the City's auditing firm and financial advisor.
- Provide professional management to the City Council, the Planning and Zoning Commission, the Board of Adjustment, the Business District Construction Review Board, the Economic Development Corporation, and City Departments.
- Provide and promote professional management through on-going training and affiliation with the International City/County Management Association and the Texas City Management Association, and

- Attain Municipal Court Clerk Certification for Bookkeeper/Court Clerk.
- Promote economic development in the business district.
- Oversee the quality completion of Capital Projects: Road Reconstruction, Phase II and III and Entry Signs.
- Review City's Master Plan.
- Provide quality Building Inspection services.
- Ensure quality completion of flood-related projects and mitigation efforts.

Expenses:

	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimate</i>	<i>FY 2017-18 Budget</i>
Personnel Services	\$ 107,612	\$ 177,673	\$ 189,160
Travel, Training, & Prof Dues	2,289	3,880	4,720
Operational Costs	381,332	393,710	396,545
Supplies and Materials	8,294	9,275	10,750
Capital Expenditures and Projects	5,305	-	-
Contingencies	56,241	19,799	
Total	\$ 561,073	\$ 604,337	\$ 601,175

Program Justification and Analysis :

The General & Administrative Department's FY 2016-17 budget decreased 9.8% compared with FY 2015-16 estimates.

The personnel services group decreased 28.5 percent or \$43,632 in the FY 2016-17 budget compared with FY 2015-16 estimates mainly due the city administrator's salary being transferred to the police department fund.

In the travel and training group for 2016-17 the budget increased by 175 percent or \$2,365. This group pays for seminar registration, hotel, meals, and transportation costs. Travel and training is approved by City Council on a case-by-case basis. Fiscal Year 2016-17 will not require the City Administrator to attend Public Funds Investment Act Training. This training is mandated every two years and the City Administrator has already attended this in 2016.

The operational group increased by \$387 from FY 2015-16 estimates to FY 2016-17 budget.

Operational costs includes expenses for the City's sewer utility. The sewer utility provides service to the City's business district along San Pedro Avenue and two residential lots. The San Antonio Water System (SAWS) bills the customer and remits collections to the City. The City pays SAWS based on a contracted wholesale rate. Also included in the operational costs group are fees for professional services including City Attorney, City Engineer, and computer consulting services.

City of Hill Country Village
 General Fund--General & Administrative Department Summary
 Fiscal Year Ending September 30, 2019

Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
EXPENSES					
Personnel Services					
5005 · Salaries, Regular Employees	82,717	137,374	138,000	145,673	7,673
5007 · Salaries, Temporary					
5008 · Salaries, Overtime					
5013 · Medical Exam	-				
5014 · Longevity	1,373	1,068	1,964	2,225	261
5016 · Education Pay					
5018 · Certification Pay					
5020 · SS Employer Contributions	6,724	10,510	9,700	11,144	1,444
5022 · Retirement	3,465	5,354	5,600	5,594	(6)
5028 · Life Insurance	98	147	160	148	(12)
5030 · Health Insurance	10,272	19,260	16,600	19,260	2,660
5032 · Health Insurance-Employee Copay Reimbursement					
5034 · Dental Insurance	694	1,035	1,310	1,034	(276)
5036 · Disability Insurance	675	1,031	1,160	1,093	(67)
5038 · Vision	186	267	311	267	(44)
5040 · Workers' Compensation	445	446	318	438	120
5045 · Unemployment Insurance (SUTA)	18	621	750	486	(264)
5051 · Telephone Allowance	945	1,800	1,800	1,800	-
Total · Personnel Services	\$107,612	\$178,913	\$177,673	\$189,160	11,487
Travel, Training, & Prof Dues					
5107 · Lodging	881	1,700	1,700	2,000	300
5110 · Meals	354	400	400	700	300
5112 · Mileage	-	-	-	-	-
5114 · Parking	44	-	30	-	(30)
5120 · Training	-	300	300	300	-
5125 · Seminar and Conference Fees	770	1,150	1,150	1,400	250
5140 · Professional Dues	240	320	300	320	20
Total · Travel, Training, & Prof Dues	\$2,289	\$3,870	\$3,880	\$4,720	840

City of Hill Country Village
 General Fund--General & Administrative Department Summary
 Fiscal Year Ending September 30, 2019

Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
Operational Costs					
5202 · Postage and Delivery	925	950	950	1,100	150
5204 · Comm-MDT/Internet	542	550	800	800	-
5206 · Comm-Telephone	2,978	3,100	3,500	3,500	-
5207 · Comm-Long Distance	121	150	350	350	-
5211 · Gas & Electric	5,036	4,000	4,400	4,500	100
5213 · Water/Sewer	1,534	1,700	1,300	1,500	200
5217 · Sewer Discharge Services	47,577	47,000	52,000	53,000	1,000
5240 · Public Notice	516	500	-	200	200
5245 · Printing and Reproduction	-	125	-	125	125
5251 · Copy Machine Lease	2,068	2,150	2,100	2,150	50
5272 · Auto Liability Insurance	-	10	10	10	-
5277 · Liability and E & O Insurance	1,798	1,900	1,800	1,900	100
5278 · Property Insurance	1,707	1,800	1,800	1,800	-
5289 · Credit Card Fees	3,572	2,900	4,200	4,300	100
5290 · Bank Service Charges	-	-	-	3,000	3,000
5291 · Bad Debt	-	-	-	-	-
5292 · Cash Over/Under	-	-	-	-	-
5293 · Late Payment Fees	-	-	-	-	-
5335 · Election Costs	-	-	-	-	-
5345 · Engineering Services	(268)	7,000	7,000	7,000	-
5347 · Building Inspection Services	23,595	23,000	20,000	21,000	1,000
5348 · Health Inspection Services	2,310	3,000	2,000	2,200	200
5350 · Fire Department Services	235,000	235,000	235,000	235,000	-
5353 · Payroll Services	2,420	2,650	2,620	2,650	30
5355 · Health Insurance Admin Fee	-	-	-	-	-
5360 · Accounting & Audit Services	16,750	16,500	17,000	17,500	500
5365 · City Attorney Services	14,130	17,000	16,000	14,000	(2,000)
5366 · Other Attorney Services	-	-	-	-	-
5367 · Computer Consultant Services	3,563	3,000	6,500	4,000	(2,500)
5370 · Appraisal District Services	2,288	1,800	2,500	2,580	80
5382 · Codification Services	500	2,500	1,000	1,500	500
5390 · Judge Services	6,300	6,000	5,400	5,400	-
5393 · Magistrate Services	-	-	-	-	-
5396 · Prosecutor Services	6,300	6,000	5,400	5,400	-
5401 · State On-Site Sewer Fee	70	80	80	80	-
Total · Operational Costs	\$381,332	\$390,365	\$393,710	\$396,545	2,835

City of Hill Country Village
 General Fund--General & Administrative Department Summary
 Fiscal Year Ending September 30, 2019

Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
Supplies and Materials					
5501 · Office Supplies	1,867	2,050	2,050	2,450	400
5505 · Food and Entertainment Supplies	263	300	300	300	-
5510 · Awards and Memorials	-	-	-	-	-
5520 · Dues and Subscriptions	2,480	2,625	2,525	2,500	(25)
5522 · Publications	-	100	-	100	100
5580 · Computer Equipment	311	400	400	400	-
5601 · Computer Hardware & Software	-	-	-	-	-
5612 · Street Maintenance	600	-	-	-	-
5630 · Small Equip & Parts	2,773	5,000	4,000	5,000	1,000
Total · Supplies and Materials	\$8,294	\$10,475	\$9,275	\$10,750	1,475
Capital Expend. and Projects					
6050 - City Hall		30,000		-	-
6050 - ADA		50,000		-	-
6050 - Construction Roads	5,305			-	-
Total · Capital Expend. and Projects	\$5,305	\$80,000	\$0	\$0	-
Contingencies					
8611 - Transfers to Debt Service	5,000		28,774	-	(28,774)
8630- Transfers to Capital Projects	1,760				
Total - Contingencies	\$ 6,760		\$ 28,774		(28,774)
TOTAL	\$511,592	\$663,623	\$613,312	\$601,176	(12,136)

Administration Division

Fund: 01 General

Program Description :

The Administration Division of the General & Administrative Department provides professional management and analysis to the City Council, the Board of Adjustment, the Business District Construction Review Board, the Planning and Zoning Commission, and the Economic Development Corporation, and overall policy interpretation and fiscal management for the City's Departments. The Division also includes the budget for the City Administration, Emergency Services Interlocal Agreement, City Engineer, and the City Attorney.

The Department is headed by the City Administrator, the City's Chief Administrative Officer, who provides professional management and administration to the City implementing the City Council Policy decisions by direction, coordinating, monitoring, and evaluating all City Government activities.

The City Engineer serves as the chief municipal officer of the City responsible for addressing construction and modification of road, water, and utility structures within the City limits. The position is also responsible for managing the construction and maintenance plan of a safe and efficient system of roadways. The City Engineer reviews subdivision plats in the City's Extraterritorial Jurisdiction and within corporate limits which allows for the orderly development of lots. The City Engineer also works closely with the Police Department in conducting traffic analysis and formulating recommendations to City officials. City Engineer services are performed through a contract-for-services with an outside vendor. This position is a statutory position.

The City Attorney is the chief counsel to the City regarding codes and ordinances within the City limits and, in some cases, the City's Extraterritorial Jurisdiction. The position serves as chief counsel for any litigation brought to the City or pursued by the City. City Attorney services are performed through a contract-for-services with an outside vendor. This position is a statutory position.

Vision :

The Administration Division exists to serve the residents and businesses of the City of Hill Country Village by providing high quality professional management for the City, policy interpretation of the City Council, the Planning and Zoning Commission, Board of Adjustment, the Business District Construction Review Board, the Economic Development Corporation, and providing leadership and direction to all City Departments.

Mission :

The Mission of the Administration Division is to provide high quality professional management and excellent customer service to residents, businesses, visitors, City Council, the Planning and Zoning Commission, Board of Adjustment, the Business District Construction Review Board, the Economic Development Corporation, and City Departments.

Goals and Objectives :

- Ensure high-quality fiscal management through funds management, bill payment, accurate and timely financial statements and completion of the annual audit of funds by December 31st in accordance with the Texas Public Funds Investment Act and best-practices of the Government Finance Officers Association, Government Treasurers Organization of Texas, and the Governmental Accounting Standards Board as well as through advice of the City's auditing firm and financial advisor.
- Provide professional management to the City Council, the Planning and Zoning Commission, Board of Adjustment, the Business District Construction Review Board, the Economic Development Corporation, and City Departments

- Provide and promote professional management through on-going training and affiliation with the Texas City Management Association and Alamo Chapter Texas Municipal Clerks Association.
- Oversee the quality completion of Capital Projects.
- Review the City's Master Plan and rewrite the Zoning Ordinance.
- Manage the construction of a safe and efficient system of roadways, bridges, water, and utility structures within the City.
- Provide legal counsel to act on behalf of the City regarding codes, ordinances, and litigation.

Program Justification and Analysis :

The Administration Division's FY 2016-17 budget reflects a decrease of 14 percent or \$69,633 compared with FY 2015-16 estimates. The is primarily due to a lower transfer of funds to debt service.

City of Hill Country Village
 General Fund--General & Administrative Department-Administration Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
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EXPENSES

Personnel Services						
5005	Salaries, Regular Employees	29,969	94,374	94,000	99,673	5,673
5007	Salaries, Temporary					-
5013	Medical Exam	0	0		0	-
5014	Longevity	420	1,033	1,964	2,164	200
5020	SS Employer Contributions	2,545	7,220	7,400	7,625	225
5022	Retirement	1,329	3,678	3,900	3,827	(73)
5028	Life Insurance	49	98	100	98	(2)
5030	Health Insurance	5,136	12,840	10,400	12,840	2,440
5034	Dental Insurance	347	690	810	690	(120)
5036	Disability Insurance	337	708	800	748	(52)
5038	Vision	93	178	211	178	(33)
5040	Workers' Compensation	261	301	218	294	76
5045	Unemployment Insurance (SUTA)	9	414	400	324	(76)
5051	Telephone Allowance	456	1,200	1,200	1,200	-
Total · Personnel Services		\$ 40,951	\$ 122,734	\$ 121,403	\$ 129,661	\$ 8,258
Travel, Training, & Prof Dues						
5107	Lodging	881	1,700	1,700	2,000	300
5110	Meals	354	400	400	700	300
5112	Mileage	0		0		-
5114	Parking	44		30		(30)
5120	Training	0	300	300	300	-
5125	Seminar and Conference Fees	720	1,000	800	1,000	200
5140	Professional Dues	180	200	200	200	-
Total · Travel, Training, & Prof Dues		\$ 2,179	\$ 3,600	\$ 3,430	\$ 4,200	\$ 770

City of Hill Country Village
 General Fund--General & Administrative Department-Administration Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
Operational Costs						
5202	Postage and Delivery	925	950	950	1,100	150
5204	Comm-MDT/Internet	542	550	800	800	-
5206	Comm-Telephone	2,978	3,100	3,500	3,500	-
5207	Comm-Long Distance	121	150	350	350	-
5211	Gas & Electric	5,036	4,000	4,400	4,500	100
5213	Water/Sewer	1,534	1,700	1,300	1,500	200
5217	Sewer Discharge Services	47,577	47,000	52,000	53,000	1,000
5240	Public Notice	516	500	0	200	200
5245	Printing and Reproduction	0	125	0	125	125
5251	Copy Machine Lease	2,068	2,150	2,100	2,150	50
5272	Auto Liability Insurance	0	10	10	10	-
5277	Liability and E & O Insurance	1,798	1,900	1,800	1,900	100
5278	Property Insurance	1,707	1,800	1,800	1,800	-
5289	Credit Card Fees	3,572	2,900	4,200	4,300	100
5290	Bank Service Charges	0	0	0	3,000	3,000
5291	Bad Debt					-
5292	Cash Over/Under	0				-
5293	Late Payment Fees	0				-
5335	Election Costs	0	0	0	0	-
5345	Engineering Services	-268	7,000	7,000	7,000	-
5350	Fire Department Services	235,000	235,000	235,000	235,000	-
5353	Payroll Services	2,420	2,650	2,620	2,650	30
5355	Health Insurance Admin Fee	0	0	0	0	-
5360	Accounting & Audit Services	16,750	16,500	17,000	17,500	500
5365	City Attorney Services	14,130	17,000	16,000	14,000	(2,000)
5366	Other Attorney Services	0				-
5367	Computer Consultant Services	3,563	3,000	6,500	4,000	(2,500)
5370	Appraisal District Services	2,288	1,800	2,500	2,580	80
5382	Codification Services	500	2,500	1,000	1,500	500
Total - Operational Costs		\$ 342,757	\$ 352,285	\$ 360,830	\$ 362,465	\$ 1,635

City of Hill Country Village
 General Fund--General & Administrative Department-Administration Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
Supplies and Materials						
5501	Office Supplies	1,585	1,600	1,600	1,700	100
5505	Food and Entertainment Supplies	263	300	300	300	-
5510	Awards and Memorials	0		0	0	-
5520	Dues and Subscriptions	2,480	2,500	2,400	2,500	100
5522	Publications	0	100	0	100	100
5580	Computer Equipment	311	400	400	400	-
5600	Minatenance	2				
5601	Computer Hardware & Software	0				-
5612	Street Maintenance	600				
5630	Small Equip & Parts	2,773	5,000	4,000	5,000	1,000
Total - Supplies and Materials		\$ 8,014	\$ 9,900	\$ 8,700	\$ 10,000	\$ 1,300
Capital Expend. and Projects						
6050	City Hall	0	30,000		0	-
6050	ADA		50,000		0	-
6050	Construction Services	5,305			0	-
Total - Capital Expend. and Projects		\$ 5,305	\$ 80,000	\$ -	\$ -	\$ -
Contingencies						
8611	Transfers to Debt Service	5,000		28,774		(28,774)
8630	Transfers to Capital Project Fund	1,760			0	-
Total - Contingencies		\$ 6,760	\$ -	\$ 28,774	\$ -	\$ (28,774)
TOTAL		\$ 405,966	\$ 568,519	\$ 523,137	\$ 506,326	\$ (16,811)

Municipal Court

Fund: 01 General

Program Description :

The Municipal Court Division hears alleged traffic/non-traffic misdemeanors, city ordinance/code violations including animal control infractions, and Class "C" misdemeanors that occur inside and 200 yards outside the city limits of the City of Hill Country Village. The Department is responsible for collecting fees of the Court, issuing of warrants and summons, and assigning and monitoring community service. The Municipal Judge, Prosecutor, and Magistrate are appointed officials of the City and serve on a contractual basis.

Vision :

The Municipal Court Division's vision is to provide a safe environment for the residents, businesses, and animal life within the city limits through enforcement of ordinances and codes in a timely and efficient manner.

Mission :

The Mission of the Municipal Court Division is to interpret and adjudicate applicable state laws and to support the local community by providing efficient and effective services through the promotion of justice. We seek to serve the residents and businesses of the City of Hill Country Village in an accountable, efficient, and unbiased manner. In addition to providing fair and equal access to all people in the City, we strive to facilitate the timely disposition of cases with prompt and courteous service.

Goals and Objectives :

- Provide and promote professional management through on-going education, training, and affiliation with the Alamo Chapter Texas Municipal Clerks Association and the Texas Municipal Courts Association.
- Attain Municipal Court Clerk Certification for Bookkeeper/Court Clerk and Administrative Assistant.
- Increase disposal rate of Municipal Court cases.

Program Justification and Analysis :

2015-16 estimates mainly due to one employee's salary and an increase in pay for the judge and prosecutor.

City of Hill Country Village
 General Fund--General & Administrative Dept-Municipal Court Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
EXPENSES						
Personnel Services						
5005	Salaries, Regular Employees	52,748	43,000	44,000	46,000	2,000
5014	Longevity	953	35	-	60	60
5020	SS Employer Contributions	4,179	3,290	2,300	3,519	1,219
5022	Retirement	2,136	1,676	1,700	1,766	66
5028	Life Insurance	49	49	60	49	(11)
5030	Health Insurance	5,136	6,420	6,200	6,420	220
5034	Dental Insurance	347	345	500	345	(155)
5036	Disability Insurance	338	323	360	345	(15)
5038	Vision	93	89	100	89	(11)
5040	Workers' Compensation	184	145	100	143	43
5045	Unemployment Insurance (SUTA)	9	207	350	162	(188)
5051	Telephone Allowance	489	600	600	600	-
Total · Personnel Services		\$ 66,661	\$ 56,179	\$ 56,270	\$ 59,498	\$ 3,228
Travel, Training, & Prof Dues						
5107	Lodging	-	-	-	-	-
5110	Meals	-	-	-	-	-
5112	Mileage	-	-	-	-	-
5114	Parking	-	-	-	-	-
5120	Training	-	-	-	-	-
5125	Seminar and Conference Fees	50	150	350	400	50
5140	Professional Dues	60	120	100	120	20
Total · Travel, Training, & Prof Dues		\$ 110	\$ 270	\$ 450	\$ 520	\$ 70
Operational Costs						
5202	Postage and Delivery	-	-	-	-	-
5245	Printing and Reproduction	-	-	-	-	-
5292	Cash Over/Under	-	-	-	-	-
5390	Judge Services	6,300	6,000	5,400	5,400	-
5393	Magistrate Services	-	-	-	-	-
5396	Prosecutor Services	6,300	6,000	5,400	5,400	-
Total · Operational Costs		\$ 12,600	\$ 12,000	\$ 10,800	\$ 10,800	\$ -
Supplies and Materials						
5501	Office Supplies	282	450	450	450	-
5520	Dues and Subscriptions	-	-	-	-	-
Total · Supplies and Materials		\$ 282	\$ 450	\$ 450	\$ 450	\$ -
Capital Expend. and Projects						
6017	Computer Equipment	-	-	-	-	-
6018	Computer Software	-	-	-	-	-
6030	Office and Other Equipment	-	-	-	-	-
Total · Capital Expend. and Projects		\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 79,653	\$ 68,899	\$ 67,970	\$ 71,268	\$ 3,298

Building Inspection

Fund: 01 General

Program Description :

The Building Inspection Division contains the budget for the Building Inspector who serves as the City's chief inspection and enforcement officer regarding construction and modification of business and residential structures, building signs and facilities within the city limits and, business signs in the City's Extraterritorial Jurisdiction. The codes used by staff are the International Residential Code for One and Two Family Dwellings, the International Plumbing Code, the International Mechanical Code, and the International Building Code. The adoption of these new codes with the start of FY 2001-02 has been mandated by the State of Texas. Building inspection services are performed through a contract-for-services with an outside vendor.

Vision :

The Building Inspection Division exists to ensure quality construction and modification to business and residential structures, facilities and homes within the city limits.

Mission :

The Mission of the Building Inspection Division is to provide high quality professional inspection services of buildings and facilities within the City through aggressive enforcement of the City's Building Code, Sign Ordinance and Zoning Ordinance.

Goals and Objectives :

Provide professional management and recommendations to the City Council, the Planning and Zoning Commission, and Board of Adjustment. Provide quality Building Inspection services within the parameters of the Building Code, Zoning Ordinance, and Sign Ordinance.

Appropriations :

	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimate</i>	<i>FY 2017-18 Budget</i>
Operational Costs	23,595	20,125	21,000
Total \$	\$ 23,595	\$ 20,125	\$ 21,000

Program Justification and Analysis :

The operational costs group allocates \$20,125 for Building Inspection Services costs. This shows an increase of 28 percent from FY 2015-16 estimates. This is due to an increase in the amount the city pays the building inspector per inspection and a possible increase in inspections.

Authorized Positions : None. An independent contractor provides services.

City of Hill Country Village
 General Fund--General & Administrative Department-Building Inspection Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
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EXPENSES

Operational Costs

5347	Building Inspection Services	23,595	23,000	20,000	21,000	1,000
5351	Fire Inspection Services	0				-
Total · Operational Costs		\$ 23,595	\$ 23,000	\$ 20,000	\$ 21,000	\$ 1,000

Supplies & Materials

5501	Office Supplies				\$ 300	
5520	Dues and Subscriptions	0	125	125	0	(125)
Total · Supplies & Materials		\$ -	\$ 125	\$ 125	\$ -	\$ (125)

TOTAL \$ 23,595 \$ 23,125 \$ 20,125 \$ 21,000 \$ 875

Health Division

Fund: 01 General

Program Description :

The Health Division tracks the revenues and expenses related to health inspections involving maintenance contracts and inspection reports. It has one contract position. The Health Inspector, is responsible for enforcing City and state rules regarding health and sanitation at restaurants, businesses, sewer, and septic systems in the City. The Health Inspector is a statutory position.

Vision :

The Vision of the Health Division is to safeguard residents and visitors of the City of Hill Country Village from dangerous health nuisances and potential outbreaks by vigilantly monitoring and enforcing the health code.

Mission :

The Mission of the Health Division is to promote health and prevent disease among the residents and visitors of the City of Hill Country Village through community health assessment, identification of unmet health needs, and the development of policies to meet these needs.

Goals and Objectives :

- Review and inspect food establishments and other businesses for health code and statute violations.
- Investigate complaints made of possible code violations.
- Inspect new private septic system permits.
- Continuously strive to provide best-practices in preventative health measures through on-going training.

Appropriations :

	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimate</i>	<i>FY 2017-18 Budget</i>
Travel, Training, & Prof Dues	\$ -	\$ -	\$ -
Operational Costs	2,380	2,080	2,280
Supplies and Materials	-	-	-
Total	\$ 2,380	\$ 2,080	\$ 2,280

Program Justification and Analysis :

There is no change in the FY 2016-17 budget compared to the FY 2015-16 estimates.

Authorized Positions : None. An independent contractor provides services.

City of Hill Country Village
 General Fund--General & Administrative Dept-Health Division
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
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EXPENSES

Travel, Training, & Prof Dues

5140 · Professional Dues

Total · Travel, Training, & Prof Dues	\$	-	\$	-	\$	-	\$	-
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Operational Costs

5202 · Postage and Delivery

0 0

5245 · Printing and Reproduction

5348 · Health Inspection Services

2,310 3,000 2,000 2,200 200

5401 · State On-Site Sewer Fee

70 80 80 80 0

Total · Operational Costs	\$	2,380	\$	3,080	\$	2,080	\$	2,280	\$	200
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Supplies and Materials

Total · Supplies and Materials

TOTAL	\$	2,380	\$	3,080	\$	2,080	\$	2,280	\$	200
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Police Department

Fund: 01 General

Program Description :

The Police Department is responsible for providing law enforcement services in the City of Hill Country Village. The functions of the Police Department are authorized, and to a significant extent mandated, through Federal and State statutes and are essential for the protection of life and property.

The Police Department provides protection through patrols, traffic control, emergency management coordination, and municipal code compliance; assists other area law enforcement agencies; conducts crime prevention programs; and investigates crimes. The Department also conducts traffic analysis for the City. Dispatch services are provided by the Bexar County Sheriff's Office.

Vision :

The Hill Country Village Police Department is committed to professional public service reflecting recognition of the inherent value of each individual in our society. Our officers strive to earn and maintain trust, respect, and confidence by exemplifying the belief that the freedoms, rights, and dignity of all citizens must be protected and preserved. To this end we pledge ourselves to the highest standards of morality, fairness, honesty, dedication, professionalism, and courage.

Mission :

We, the Hill Country Village Police Department, exist to serve all people within our jurisdiction with respect, fairness, and compassion. We are committed to the prevention of crime and the protection of life and property; the preservation of peace, order, and safety; the enforcement of laws and ordinances; and the safeguarding of constitutional guarantees.

With service as our foundation, we are driven by goals to enhance the quality of life, investigating community social problems as well as incidents, seeking and fostering a sense of security in the community and in individuals. We nurture public trust by holding ourselves to the highest standards of performance and ethics. To fulfill its mission, the Hill Country Village Police Department is dedicated to providing a quality work environment and the development of its members through effective training, leadership, and communication.

Goals and Objectives :

- Increase patrol activity.
 - Keep streets safe for walkers, joggers, horse riders and bicycle riders.
 - Protect life and property.
 - Maintain full operational strength.
 - Remain prepared for emergency evacuation.
 - Increase training hours.
 - Deter crime in Hill Country Village through presence and prevention.
-

<u>Expenses:</u>	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimates</i>	<i>FY 2017-18 Budget</i>
Personnel Services	\$ 827,279	\$ 855,956	\$ 881,433
Travel, Training, & Prof Dues	4,952	5,800	6,750
Operational Costs	29,011	31,091	34,512
Supplies and Materials	39,730	44,500	43,300
Capital Expend. and Projects	15,572	-	-
Interfund Transfers	35,500	35,500	35,500
Total	\$ 952,044	\$ 972,847	\$ 1,001,495

Program Justification and Analysis :

The FY 2016-17 Police Department budget reflects a 12.1 percent increase from FY 2015-16 estimates. The increase is due primarily to the police chief's salary being fully funded out of the police budget. In previous years the police chief's salary was partially funded out of the administration budget.

The personnel services group shows an increase of 6 percent or \$40,145 in the FY 2016-17 budget over FY 2015-16 estimates. This is primarily due to employee salaries and benefits.

The decrease in crime the city has seen in recent years can be attributed to the proactive crime prevention programs the City has taken such as the addition of a crime prevention program and designation of a Crime Prevention Officer, as well as an increase in the number of patrol hours.

The travel, training, and professional dues group shows an increase of 35 percent or \$1,405 in FY 2016-17 compared to FY 2015-16 estimates. This group funds attendance to conferences and additional staff training.

The operational group virtually stayed the same as in the previous fiscal year.

Interfund transfers contains \$35,500 to transfer to the Vehicle Replacement Fund. Through a disciplined approach to budgeting and transferring funds to the Vehicle Replacement Fund, the city builds up the fund to meet the demands of vehicle replacement. The last replacement of four patrol vehicles was in the summer of 2015. By budgeting the planned replacement cost of vehicles each year, sufficient funds should exist in this fund replacement when all five patrol cars need to be replaced. More information about the Vehicle Replacement Fund is provided later in this document.

Authorized Positions :

	<i>FY 2015-16</i>	<i>FY 2016-17</i>	<i>FY 2017-18</i>
Police Chief	1	1	1
Lieutenant	1	1	1
Sergeant	1	3	3
Patrol Officer	7	6	6
Relief Officer – Part-Time	1	3	3
Total – Police	11	14	14

City of Hill Country Village
 General Fund--Police Department
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
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EXPENSES

Personnel Services

5005 · Salaries, Regular Employees	624,277	628,880	635,000	652,730	17,730
5007 · Salaries, Temporary	13,993	15,000	15,000	15,000	-
5013 · Medical Exam	0	200	200	200	-
5014 · Longevity	4,644	4,516	4,400	4,925	525
5016 · Education Pay	1,959	2,400	2,326	3,000	674
5018 · Certification Pay	18,115	22,000	20,000	22,000	2,000
5020 · SS Employer Contributions	50,057	49,257	50,000	51,081	1,081
5022 · Retirement	25,462	24,511	27,000	25,065	(1,935)
5028 · Life Insurance	533	541	540	541	1
5030 · Health Insurance	55,640	70,620	62,000	70,620	8,620
5034 · Dental Insurance	3,757	3,792	4,500	3,792	(708)
5036 · Disability Insurance	4,252	4,717	4,300	4,895	595
5038 · Vision	978	978	1,100	978	(122)
5040 · Workers' Compensation	15,403	16,033	17,500	16,303	(1,197)
5045 · Unemployment Insurance (SUTA)	339	2,277	3,570	1,782	(1,788)
5051 · Telephone Allowance	7,870	8,520	8,520	8,520	-
Total · Personnel Services	\$ 827,279	\$ 854,242	\$ 855,956	\$ 881,433	\$ 25,477

Travel, Training, & Prof Dues

5107 · Lodging	841	1,400	1,400	2,000	600
5110 · Meals	516	700	700	1,000	300
5112 · Mileage					-
5114 · Parking	23	40	100	100	-
5120 · Training	3,127	3,000	3,000	3,000	-
5140 · Professional Dues	445	425	600	650	50
Total · Travel, Training, & Prof Dues	\$ 4,952	\$ 5,565	\$ 5,800	\$ 6,750	\$ 950

City of Hill Country Village
 General Fund--Police Department
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
Operational Costs						
5203	Comm-Badge Program	1,112	1,112	1,112	1,112	-
5204	Comm-MDT/Internet	1,824	1,860	1,824	1,850	26
5205	Comm-Radio Airtime	3,888	4,000	3,888	4,000	112
5208	Comm-Mobile Phones	613	660	600	625	25
5245	Printing and Reproduction		0		0	-
5247	Uniform Cleaning	874	1,500	1,500	1,800	300
5249	Uniform Purchase/Replacement	8,666	9,850	9,850	12,500	2,650
5272	Auto Liability Insurance	3,284	3,300	3,200	3,300	100
5274	Auto Physical Damage Insurance	1,571	1,600	1,300	1,400	100
5276	Insurance-Law Enforcement	6,394	6,500	6,700	6,800	100
5278	Property Insurance	117	125	117	125	8
5291	Bad Debt	-	-	-	-	-
5376	Forensic Science Center Services	668	1,000	1,000	1,000	-
5393	Magistrate Services	-	-	-	-	-
Total · Operational Costs		\$ 29,011	\$ 31,507	\$ 31,091	\$ 34,512	\$ 3,421
Supplies and Materials						
5501	Office Supplies	772	800	800	1,000	200
5520	Dues and Subscriptions	4,657	4,700	4,800	4,800	-
5522	Publications	149	200	0	0	-
5530	Range & Ammo	3,000	3,000	3,000	3,000	-
5600	Maintenance	692	700	700	700	-
5601	Computer Hardware & Software	0	2,000	2,000	1,500	(500)
5608	Radio/Radar Maintenance	500	500	500	600	100
5618	Vehicle Maintenance	2,428	3,000	3,500	3,500	-
5620	Maintenance Tools and Supplies					-
5630	Small Equip & Parts	10,388	10,000	10,000	9,000	(1,000)
5640	Vehicle Fuel	15,440	16,000	18,000	18,000	-
5632	Randolph Metro SWAT Pay		0	0	0	-
5645	Vehicle Tires	1,704	1,800	1,200	1,200	-
Total · Supplies and Materials		\$ 39,730	\$ 42,700	\$ 44,500	\$ 43,300	\$ (1,200)
Capital Expend. and Projects						
Total · Capital Expend. and Projects		\$ 15,572				
Contingencies						
7011	Dispatch Services	\$ -	\$ -	\$ -	\$ -	
Total · Contingencies		\$ -	\$ -	\$ -	\$ -	
Interfund Transfers						
6025	Radio Units			\$ -	\$ -	
8650	Vehicle Replacement Fund	35,500	35,500	35,500	35,500	-
Total - Interfund Transfer		\$ 35,500	\$ 35,500	\$ 35,500	\$ 35,500	\$ -
TOTAL		\$ 952,044	\$ 969,514	\$ 972,847	\$ 1,001,495	\$ 28,648

Public Works Department

Fund: 1 General Fund

Program Description :

The Public Works Department is responsible for the planning, direction, control, and supervision of activities which provide and maintain the City's infrastructure systems, water, sewer, roads, drainage systems, and traffic control devices. The Department also is responsible for Animal Control, the cleanliness of City-owned facilities, and maintaining the facilities' grounds so that they are attractive and clean.

Vision :

The Vision of the Hill Country Village Public Works Department is to ensure prompt, efficient, quality, professional, and friendly service while maintaining community confidence.

Mission :

The Mission of the Hill Country Village Public Works Department is to provide prompt and caring service while maintaining streets, rights-of-way, and providing quality domestic and wildlife animal control service within the City of Hill Country Village.

Goals and Objectives :

- Maintain quality animal control services and enforce the City's Animal Control Code, policies, and procedures.
- Assist in the enforcement of Code Compliance.
- Work with City Engineer to develop long-range roadway preventative maintenance program.
- Maintain more thorough records on domestic animal registration, road maintenance, and traffic control devices.
- Develop a workplace safety-training program.
- Develop maintenance plan for City's infrastructure.

<u>Expenses</u>	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimate</i>	<i>FY 2017-18 Budget</i>
Personnel Services	\$ 50,541	\$ 49,314	\$ 51,693
Travel, Training, & Prof Dues	-	-	-
Operational Costs	10,373	10,575	10,575
Supplies and Materials	12,677	11,700	14,900
Capital Expend. and Projects	-	-	-
Interfund Transfers	-	-	-
Total	\$ 73,591	\$ 71,589	\$ 77,168

Program Justification and Analysis :

The FY 2016-17 Public Works Department budget reflects a 2.5 percent increase or \$1,705 from FY 2015-16 estimates.

The operational costs group has a very slight increase.

A slight increase is seen in the supplies and materials group because city staff has been trying to get the budget where what is budgeted for is exactly what the department needs to work with.

Interfund transfers are zero this year as the Vehicle Replacement fund has sufficient funds to purchase a new truck.

<u>Authorized Positions :</u>	<i>FY 2015-16 Actual</i>	<i>FY 2016-17 Estimate</i>	<i>FY 2017- 18 Budget</i>
Public Works Director	0	0	0
Public Works Worker	2	1	1
<i>Total – Public Works</i>	2	1	1

City of Hill Country Village
 General Fund--Public Works Department
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Diff.
EXPENSES						
Personnel Services						
5005	Salaries, Regular Employees	37,603	36,445	36,500	37,171	671
5013	Medical Exam					-
5014	Longevity	858	945	828	917	89
5020	SS Employer Contributions	2,858	2,788	2,710	2,844	134
5022	Retirement	1,463	1,420	1,404	1,427	23
5028	Life Insurance	49	49	50	49	(1)
5030	Health Insurance	5,136	6,420	5,136	6,420	1,284
5034	Dental Insurance	347	345	342	345	3
5036	Disability Insurance	286	273	286	279	(7)
5038	Vision	93	89	92	89	(3)
5040	Workers' Compensation	1,357	1,390	1,357	1,390	33
5045	Unemployment Insurance (SUTA)	9	207	9	162	153
5051	Telephone Allowance	482	600	600	600	-
Total · Personnel Services		\$ 50,541	\$ 50,971	\$ 49,314	\$ 51,693	\$ 2,379
Travel, Training, & Prof Dues						
Total · Travel, Training, & Prof Dues		\$ -	\$ -	\$ -	\$ -	\$ -
Operational Costs						
5218	Street Lighting Services	8,614	8,700	8,700	8,700	-
5249	Uniform Purchase/Replacement	479	500	500	500	-
5272	Auto Liability Insurance	905	950	950	950	-
5274	Auto Physical Damage Insurance	375	425	425	425	-
Total · Operational Costs		\$ 10,373	\$ 10,575	\$ 10,575	\$ 10,575	\$ -

City of Hill Country Village
 General Fund--Public Works Department
 Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Diff.
Supplies and Materials						
	5501 - Office Supplies	56				
	5601 - Computer Hardware & Software					-
	5507 - Duck & Deer Food and Supplies	-	-	-	-	-
	5508 - Animal Control Expenses	0	-	-	-	-
	5520 - Dues and Subscriptions	-	-	0	-	-
	5600 - Maintenance	2,000				
	5602 - Building Maintenance	2,538	3,500	3,500	3,800	300
	5612 - Sign Maintenance	1,233	1,500	1,500	1,500	-
	5616 - Street Maintenance	652	1,000	1,000	2,000	1,000
	5618 - Vehicle Maintenance	701	1,000	1,000	1,800	800
	5620 - Maintenance Tools and Supplies	1,066	1,000	1,000	1,500	500
	5630 - Small Equip & Parts	1,435	1,200	1,200	1,500	300
	5640 - Vehicle Fuel	2,460	2,400	1,500	2,000	500
	5645 - Vehicle Tires	536	800	1,000	800	(200)
Total - Supplies and Materials		\$ 12,677	\$ 12,400	\$ 11,700	\$ 14,900	\$ 3,200
Capital Expend. and Projects						
Total - Capital Expend. and Projects					\$ -	
Interfund Transfers						
Transfers to Vehicle Replacement Fund						
Total - Interfund Transfer						
TOTAL		\$ 73,591	\$ 73,946	\$ 71,589	\$ 77,168	\$ 5,579

Capital Project Fund

Fund: 5 Capital Project

Program Description :

The City's Capital Project Fund is used to fund improvements to the City's road improvement projects.

Appropriations :

There are no appropriations for FY 2016-17.

Policy Consideration:

Several potential capital projects exist that will need to be researched and considered in future years as identified by the City's Long Range Financial Planning and Capital Improvement Projects Committee. These projects include planning for additional roadway projects beyond the Road Project that started in 2013-14 and ended in February 2016. Future roads will include the installation of ribbon curbs, regrading drainage easements and bar ditches, and renovations and/or a new City Hall. The City Administrator recommends that City Council set forth a five-to twenty-year plan as to what projects to undertake in the future including their financing.

City of Hill Country Village

Capital Project Fund

Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
REVENUES						
	4001 · Bond Sales					
	4010 · Interest-Texpool & Texas Class	208	100	300	300	-
	4010 - Interest - Wells Fargo	-	4	-	-	-
	TOTAL REVENUE	\$ 208	\$ 104	\$ 300	\$ 300	-
	4840 - Interfund Transaction	1,760				-
	TOTAL - Revenues	\$ 1,968	\$ 104	\$ 300	\$ 300	-
EXPENSES						
	5342 · Architectural Services					-
	5345 · Engineering Services					-
	5365 · City Attorney Services					-
	5385 · Construction Services					-
	6050 · Const Services (City Hall)					-
	6055 · Land Improvements (Landscaping)					-
	6060 · Building Equipment					-
	6070 · Furnishings					-
	6111 · Land Purchase					-
	TOTAL - Expenses	\$ -	\$ -	\$ -	\$ -	-
	Net surplus (deficit)	1,968	104	300	300	
	Beginning Cash	25,333	27,301	27,301	27,601	
	Ending Cash/Reserves	27,301	27,405	27,601	27,901	
	TOTAL APPROPRIATIONS	\$ 27,301	\$ 27,405	\$ 27,601	\$ 27,901	

Debt Service Fund

Fund: 07 Debt Service

Program Description :

The City of Hill Country Village issues bonds to fund needed capital improvement projects such as road construction and rehabilitation projects. These projects are budgeted in the Capital Project Fund. The budgeted amounts reflect the actual principal and interest payments on all outstanding debt. The following lists each currently outstanding debt issuance, its purpose, issuance date, and type and amount of debt.

The City has been awarded a "Aaa" rating by Moody's. Under the Texas Constitution, Article 11, Section 4, General Law cities with a population of under 5,000 residents (such as Hill Country Village) can levy up to 1.5 percent of its total taxable property value (est. \$325,414,676) for its annual fiscal obligations, including debt service. The Texas Attorney General allows cities up to 1 percent of a City's total taxable property value to be encumbered for debt service, allowing up to 0.5 percent for general use. Debt is backed by property taxes. Though Hill Country Village can impose a property tax to fund its debt service, revenues to fund these expenditures are paid with funds from the Economic Development Corporation, which is funded through sales taxes.

The City of Hill Country Village has general obligation bonds outstanding at this time. The full faith and credit of the City back general obligation bonds; in other words, the bonds are guaranteed by a pledge of property taxes. A schedule of the City's outstanding debt is listed in this section.

	Outstanding at September 30, 2013
Limited Road Construction, Land Acquisition, and Construction Bonds, 2000	\$ -
Total Limited Tax Bonds:	\$ -
TOTAL:	\$ -

Expenses:

	<i>FY 2016-17 Actual</i>	<i>FY 2017-18 Estimate</i>	<i>FY 2018-19 Budget</i>
Debt Service	\$ 145,097	\$ 146,767	\$ 149,008
Total	\$ 145,097	\$ 146,767	\$ 149,008

Program Justification and Analysis :

The FY 2016-17 budget for all debt service payments totals \$145,097. For FY 2016-17, \$6,097 of the payment will cover interest expense, \$139,000 covers principal expense, and the balance is for bank and other service fees.

Policy Consideration:

On February 2, 2002, City Council held an election to determine the funding of the Road Project-Phase II & III as well as that of a proposed City Hall. Throughout the planning phase of the two projects, costs for both projects increased beyond funds planned. Voters approved transferring funds from the City Hall project to fully fund the Road Project. In addition, voters did not approve the sale of additional bonds to construct a new City Hall. As of press time, additional funds have not been identified to construct a new City Hall. As of FY 2013-14 the bonds have been paid off and refinanced.

In the FY 2004-05 budget process, City Council members discussed several potential projects including planning for additional road construction projects in future years, the installation of flush curbs throughout the City, and drainage issues. Should the City decide to sell Bonds or Notes for these or any other project, the Debt Service Fund will be impacted. During FY 2004-05, voters approved the creation of a Road Maintenance sales tax to fund repair and maintenance on roads. During FY 2005-06 budget deliberations, Council discussed future road projects and the time needed to accumulate funds to address them through the Road Maintenance Fund. In FY 2015-16 voters reauthorized the sales tax to fund repair and maintenance of roads.

City of Hill Country Village

Debt Service Fund

Fiscal Year Ending September 30, 2019

Account Codes	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Estimate to Budget Difference
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REVENUES

4010 · Interest Income (Checking)	1	2	3	3	0
4820 · Transfer from EDC (Sales Tax)	140,097	146,767	146,767	149,008	2,241
4820 · Transfer from General Fund)	5,000				0
TOTAL - Revenues	\$ 145,098	\$ 146,769	\$ 146,770	\$ 149,011	\$ 2,241

EXPENSES

General Obligation Refunding Bond, Series 2014

5295 · Interest Expense	6,097	4,767	4,767	3,008	-1,759
5296 · Principal Expense-Bond	139,000	142,000	142,000	146,000	4,000
5290 · Bank Service Charges	0				0

Capital Expend. and Projects

Subtotal-Debt Service	\$ 145,097	\$ 146,767	\$ 146,767	\$ 149,008	\$ 2,241
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TOTAL - Expenses	\$ 145,097	\$ 146,767	\$ 146,767	\$ 149,008	\$ 2,241
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Net surplus (deficit)	1	2	3	3	
Beginning Cash	13	14	14	17	
Ending Cash/Reserves	14	16	17	20	

TOTAL APPROPRIATIONS	\$ 145,111	\$ 146,783	\$ 146,784	\$ 149,028	
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Date	Principal	Interest	Year Total Payment	Net Outstanding Debt
1-Jul-14	\$20,000.00	\$2,296.67	\$22,296.67	\$878,051.05
1-Jan-15	\$136,000.00	\$4,241.25	\$140,241.25	\$737,809.80
1-Jul-15		\$3,799.25	\$3,799.25	\$734,010.55
1-Jan-16	\$140,000.00	\$3,799.25	\$143,799.25	\$590,211.30
1-Jul-16		\$3,323.25	\$3,323.25	\$586,888.05
1-Jan-17	\$139,000.00	\$3,323.25	\$142,323.25	\$444,564.80
1-Jul-17		\$2,774.20	\$2,774.20	\$441,790.60
1-Jan-18	\$142,000.00	\$2,774.20	\$144,774.20	\$297,016.40
1-Jul-18		\$1,993.20	\$1,993.20	\$295,023.20
1-Jan-19	\$146,000.00	\$1,993.20	\$147,993.20	\$147,030.00
1-Jul-19		\$1,015.00	\$1,015.00	\$146,015.00
1-Jan-20	\$145,000.00	\$1,015.00	\$146,015.00	\$0
1-Jul-20				
	\$868,000.00	\$32,347.72	\$900,347.72	

Amount owed at end of FY 2018-19



Economic Development Corporation

Program Description :

Fund: 9 Economic Development Corporation

The Hill Country Village Economic Development Corporation (HCV EDC) (a "4B" corporation) is a separate organization from the City, though its operation and funding works closely with the City as its board is partially made up with members of City Council. Its funding comes from a ¼ cent Economic Development Corporation sales tax. The HCV EDC was organized to finance projects for the promotion and development of commercial, industrial, and manufacturing enterprises. The corporation is organized pursuant to the Development Corporation Act of 1979 and Article 5190.6, § 4B, Revised Civil Statutes of the State of Texas as amended.

The HCV EDC funds many projects that support the efforts of the City in its effort to promote economic development including funding infrastructure-related projects that will complement businesses, including road reconstruction and utility projects.

Goals and Objectives :

- Be an advocate for the City's business community.
 - Represent business interests during highway expansion project.
 - Reorganize Hill Country Village Business Council.
- Target high-end retail operations and assist their location in the City.
- Fund current bond obligations.

<u>Expenses:</u>	<i>FY 2016-17 Actual</i>	<i>FY 2017-18 Estimate</i>	<i>FY 2018-19 Budget</i>
Travel, Training, & Prof Dues	\$ -	\$ -	\$ -
Operational Costs	-	50	50
Supplies and Materials	-	-	-
Capital Expend. And Projects	-	-	-
Interfund Transactions	150,097	156,767	159,008
Total	\$ 150,097	\$ 156,817	\$ 159,058

Program Justification and Analysis :

The FY 2016-17 adopted budget for the Economic Development Corporation decreases less than 1 percent over FY 2015-16. Sales taxes are projected to increase about 1 percent.

The interfund transfers group contains \$155,167 for transfers to Debt Service to fund interest and principal payments for the bonds as well as related charges. \$10,000 of this group is budgeted to reimburse the City for providing administrative services to the EDC. State law requires that the City be compensated for services it renders to the EDC.

Hill Country Village Economic Development Corporation

Economic Development Corporation

Fiscal Year Ending September 30, 2019

Acct #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to estimate difference
REVENUES						
4005	Sales Tax	141,533	148,250	148,250	145,000	(3,250)
4010	Interest-Texpool/Texas Class	1	-	5	5	-
4010	Interest-Bank	29	5	20	20	-
TOTAL - Revenues		\$ 141,563	\$ 148,255	\$ 148,275	\$ 145,025	\$ (3,250)
EXPENSES						
Travel, Training, & Prof Dues						
5110	Meals					-
5112	Mileage					-
5114	Parking					-
5120	Training					-
5140	Seminar and Conference Fees					-
Total - Travel, Training, & Prof Dues		\$ -	\$ -	\$ -	\$ -	\$ -
Operational Costs						
5240	Public Notice	-	50	50	50	-
5381	City Attorney Services					-
	Small Business Development					-
	Water Main Land Acquisition					-
Total - Operational Costs		\$ -	\$ 50	\$ 50	\$ 50	\$ -
Supplies and Materials						
Total - Supplies and Materials		\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expend. and Projects						
Total - Capital Expend. and Projects		\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers						
8100	Transfer to General Fund	10,000	10,000	10,000	10,000	-
8611	Transfer to Debt Service	140,097	146,767	146,767	149,008	2,241
Total - Interfund Transfers		\$ 150,097	\$ 156,767	\$ 156,767	\$ 159,008	\$ 2,241
TOTAL - Expenses		\$ 150,097	\$ 156,817	\$ 156,817	\$ 159,058	\$ 2,241
Net surplus (deficit)		(8,534)	(8,562)	(8,542)	(14,033)	
Beginning Cash		123,061	114,527	114,527	105,985	
Ending Cash/Reserves		114,527	105,965	105,985	91,952	
TOTAL APPROPRIATIONS		\$ 264,624	\$ 262,782	\$ 262,802	\$ 251,010	

Road Maintenance Fund

The Road Maintenance Fund is used to maintain and repair municipal streets that existed on the date of the election to adopt the tax, November 2, 2004. It may not be used to build new streets. "Street" is defined as the entire width of right of way designated by a city for vehicular travel. The term does not include a designated state or federal highway or road or a designated county road. The funding source for these funds come from a ¼ cent sales tax on goods sold in the City. Funds began to be collected in April 2005 and were first deposited in the City Treasury in June 2005 (Comptroller's two-month turn-around time). These funds are budgeted and controlled by City Council. Under current law, this tax expired four years after it takes effect (March 31, 2009) and may be re-authorized by voters prior to the expiration date. The City held an election on May 2016 for this purpose and the voters re-authorized the tax. The reauthorization tax now expires on May 7, 2020.

The City Engineer provided an estimate to repair the roads in 2006 that totaled \$1,014,003. The City Council has embarked on a road/drainage maintenance project for FY 2013-14 which continued on to FY 2015-16. This project was completed in February 2016. Cost for the project was approximately \$1.5 million.

Policy Consideration:

On May 2016, City Council held an election to reauthorize the sales tax for road maintenance. The City Council will hold another special election in May 2020 to continue the reauthorization. In FY 2015-16 the City Council also approved a 5 percent property tax increase to be dedicated to the Road Maintenance Fund. Total revenue for FY 2016-17 show an increase of 1.5 percent or \$4,614 to the Road Maintenance Fund.

City of Hill Country Village
Road Maintenance Fund - 22
Fiscal Year Ending September 30, 2019

Acct. #	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4005	Sales Tax	141,533	148,250	148,250	145,000	(3,250)
4006	Ad Valorem	170,130	169,470	169,470	169,470	-
4010	Interest (Checking, Texas Class, TexPool)	453	600	600	600	-
Total Revenues		\$312,116	\$318,320	\$318,320	\$315,070	(3,250)
EXPENSES						
5616	Street Maintenance	5705				
6000	Capital Expend. and Projects					
8100	Transfers General Fund	600			\$0	-
Total - Capital Expend. and Projects						
TOTAL - Expenses		\$ 6,305	\$ -	\$0	\$0	-
Net surplus (deficit)		\$305,811	\$318,320	\$318,320	\$315,070	
Beginning Cash		\$204,741	\$510,552	\$510,552	\$828,872	
Ending Cash/Reserves		\$510,552	\$828,872	\$828,872	\$1,143,942	
TOTAL APPROPRIATIONS		\$516,857	\$828,872	\$828,872	\$1,143,942	

Special Revenue Funds

Program Description :

Though the Special Revenue Funds only account for a fraction of the City's revenues and expenses, the majority of the City's funds are grouped together in this category to provide a quick summary of programs. Each fund exists for a special purpose and must be accounted for separately from the City's other funds. Each fund listed in the coming pages is a self-balancing chart of accounts. The subsequent pages contain a description, use, revenues, expenditures, and balances by fund.

Grants-in-Aid

The City receives grants to help fund special projects. Funds from federal and local sources support such programs as officer redeployment and emergency management operations. Grants appearing in this fund vary from year to year as some expire and new ones become active. Currently, all grants' budgets appear under this blanket fund. The City's cash match, if any, for all grants are appropriated through a transfer of funds from another fund such as the General Fund or Economic Development Corporation. The FY 2018-19 adopted budget reflects no new grant applications. This fund also represents the School Crossing Guard and expenditures which does reflect appropriations. All appropriations are controlled by individual grant.

City of Hill Country Village

Grants-in-Aid Fund - 13

Fiscal Year Ending September 30, 2019

Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4009	School Crossing Guard	1,240	1,200	1,200	1,200	-
4012	Grants	2,900	95,000	3,488		(3,488)
	Radios - Car & Handheld					-
	Department of Justice-Bulletproof Vest					-
	City of San Antonio-Metro Health					-
	FEMA/DEM Flood 2002 Road Repair					-
	Bicycle Donations					-
	Texas Eng. Ext. Service (Homeland Sec.)					-
	SECO					-
	Edward Byrne Memorial Justice					-
	BC-Body Worn Camera Program					-
	OOG-Rifle Body Armor			3,488		-
4016	State Training Grant	1,267	1,300	1,300	1,300	-
4010	Interest (Checking & Texas Class)	2	5	3	3	-
TOTAL - Revenues		\$ 5,409	\$ 97,505	\$ 5,991	\$ 2,503	\$ (3,488)
EXPENSES						
Travel, Training, & Prof. Dues						
5120	Training	1,276	1,200	1,200	1,200	-
Total - Travel, Training, & Prof Dues		\$ 1,276	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Operational Costs						
Total - Operational Costs						
Supplies and Materials						
5503	School Safety Fund Purchases	-	1,200	1,200	1,200	-
5630	Small Equipment and Parts	-				-
Total - Supplies and Materials		\$ -	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Capital Expenditures						
6027	Other Public Safety Equipment	-	95,000	3,488		(3,488)
6060	Building Equipment	-				-
Total - Capital Expenditures		\$ -	\$ 95,000	\$ 3,488	\$ -	\$ (3,488)
Interfund Transactions						
Total - Interfund Transactions						
TOTAL - Expenses		\$ 1,276	\$ 97,400	\$ 5,888	\$ 2,400	\$ (3,488)
Net surplus (deficit)		4,133	105	103	103	
Beginning Cash		856	4,989	4,989	5,092	
Ending Cash/Reserves		\$ 4,989	\$ 5,094	\$ 5,092	\$ 5,195	

TOTAL APPROPRIATIONS \$ 6,265 \$ 102,494 \$ 10,980 \$ 7,595

Court Technology Fund

The City of Hill Country Village established a special fund to provide monies for improvements in court technology on August 19, 1999 (Ord. 756). Due to in-house bookkeeping issues, no funds were actually recorded to the fund until the audit of FY 2000-01. Fees are imposed upon all defendants convicted of offenses in the municipal court and deposited into this fund. Monies may only be used in accordance with the Texas Code of Criminal Procedure, Article 102.0172(b) for items such as computer systems, computer networks, computer hardware, computer software, imaging systems, electronic kiosks, electronic ticket writers, and docket management systems. As per state statute, these funds are budgeted and controlled by City Council.

**City of Hill Country Village
Court Technology Fund - 15
Fiscal Year Ending September 30, 2019**

Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4050	Municipal Court	6,316	4,000	4,000	4,000	-
4010	Interest (Checking)	2	1	1	1	0
	TOTAL - Revenues	\$ 6,318	\$ 4,001	\$ 4,001	\$ 4,001	\$ 0
EXPENSES						
Operational Costs						
5203	Comm-Court Program	1,760	1,341	1,341	1,341	-
	TOTAL - Operational Costs	\$ 1,760	\$ 1,341	\$ 1,341	\$ 1,341	\$ -
Capital Expend. and Projects						
6017	Computer Equipment	-	-	-	-	-
	TOTAL - Capital Expend. and Projects	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL - Expenses	\$ 1,760	\$ 1,341	\$ 1,341	\$ 1,341	\$ -
	Net surplus (deficit)	4,558	2,660	2,660	2,660	
	Beginning Cash	2,362	6,920	6,920	9,580	
	Ending Cash/Reserves	\$ 6,920	\$ 9,580	\$ 9,580	\$ 12,240	
	TOTAL APPROPRIATIONS	\$ 8,680	\$ 10,921	\$ 10,921	\$ 13,581	

Court Security Fund

The City of Hill Country Village established a special fund to fund improvements in court building security on August 19, 1999 (Ord. 757). Fees are imposed upon all defendants convicted of offenses in the municipal court and deposited into this fund. Due to in-house bookkeeping issues, no funds were actually recorded to the fund until the audit of FY 2000-01. Funds may be used for:

- (1) the purchase or repair of X-ray machines and conveying systems;
- (2) handheld metal detectors;
- (3) walkthrough metal detectors;
- (4) identification cards and systems;
- (5) electronic locking and surveillance equipment;
- (6) bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing appropriate security services;
- (7) signage;
- (8) confiscated weapon inventory and tracking systems;
- (9) locks, chains, alarms, or similar security devices;
- (10) the purchase or repair of bullet-proof glass; and
- (11) continuing education on security issues for court personnel and security personnel.

As per state statute, these funds are budgeted and controlled by City Council. For FY 2018-19, funds are budgeted to pay for alarm system services and system upgrades.

City of Hill Country Village
 Court Security Fund - 16
 Fiscal Year Ending September 30, 2019

Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4050	Municipal Court	4,737	1,600	2,000	2,000	-
4010	Interest (Checking & Texas Class)	2	2	2	2	-
TOTAL - Revenues		\$ 4,739	\$ 1,602	\$ 2,002	\$ 2,002	\$ -
EXPENSES						
Travel, Training, & Professional Dues						
5120	Training	-	-	-	-	-
Total - Travel, Training, & Professional Dues		\$ -	\$ -	\$ -	\$ -	\$ -
Operational Costs						
5220	Alarm System Services	1,091	1,200	1,200	1,200	-
Total - Operational Costs		\$ 1,091	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Supplies and Materials						
5630	Small Equip & Parts	-	-	-	-	-
Total - Supplies and Materials		\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expend. and Projects						
Total - Capital Expend. and Projects		\$ -	\$ -	\$ -	\$ -	\$ -
Building Equipment						
Building Cameras		-	-	-	-	-
Total - Building Equipment		\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL - Expenses		\$ 1,091	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Net surplus (deficit)		3,648	402	802	802	
Beginning Cash		3,043	6,691	6,691	7,493	
Ending Cash/Reserves		\$ 6,691	\$ 7,093	\$ 7,493	\$ 8,295	
TOTAL APPROPRIATIONS		\$ 7,782	\$ 8,293	\$ 8,693	\$ 9,495	

Judicial Efficiency

City of Hill Country Village

Judicial Efficiency - 17

Fiscal Year Ending September 30, 2019

Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4050	Municipal Court	112	100	100	100	-
4010	Interest (Checking)	-	-	-	-	-
	TOTAL - Revenues	\$ 112	\$ 100	\$ 100	\$ 100	\$ -
EXPENSES						
Operational Costs						
5120	Training	-	100	100	100	-
	TOTAL - Operational Costs	\$ -	\$ 100	\$ 100	\$ 100	\$ -
Supplies and Materials						
Capital Expend. and Projects						
	TOTAL - Capital Expend. and Projects	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL - Expenses	\$ -	\$ 100	\$ 100	\$ 100	\$ -
	Net surplus (deficit)	112	-	-	-	-
	Beginning Cash	101	213	213	213	-
	Ending Cash/Reserves	\$ 213	\$ 213	\$ 213	\$ 213	\$ -
	TOTAL APPROPRIATIONS	\$ 213	\$ 313	\$ 313	\$ 313	\$ -

Vehicle Replacement Fund

The Vehicle Replacement Fund, formally known as the Capital Replacement Fund, was started in FY 2003-04 and allows for the accumulation of money over time to replace certain big-ticket capital items such as vehicles and computers. By budgeting a fixed amount each year, from the general fund a single year's budget will not be impacted when large-ticket items need replacement. FY 2018-19 does not reflect any vehicle purchases. Public Works began budgeting for a new truck in FY 2006-07. At city council's request we stopped funding the Public Work's Department because it was fully funded to purchase a new vehicle. The fund tracks police and public works funds separately.

City of Hill Country Village Vehicle Replacement Fund - 18 Fiscal Year Ending September 30, 2019						
Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
Police						
4810	Transfer from General Fund	35,500	35,500	35,500	35,500	-
4300	Other Income - Misc Income					-
4010	Interest (Checking & Texas Class)	403	325	325	325	-
Public Works						
4810	Transfer from General Fund					-
4300	Other Income					-
4010	Interest (Checking & Texas Class)	325	325	325	325	-
Other						
4095	Sale of Assets	11,500				-
TOTAL - Revenues		\$ 47,728	\$ 36,150	\$ 36,150	\$ 36,150	\$ -
EXPENSES						
5500	Supplies and Materials					-
Total - Supplies and Materials		\$ -				\$ -
Capital Expend. and Projects						
6010	Heavy Equipment					-
6013	Vehicle Equipment					-
6025	Radio Units					-
6027	Other Public Safety Equipment					-
6015	New Vehicles	46,340		5,000	-	(5,000)
Total - Capital Expend. and Projects		\$ 46,340	\$ -	\$ 5,000	\$ -	\$ (5,000)
Interfund Transactions						
8100	General Fund	2,900				-
TOTAL - Expenses		\$ 49,240	\$ -	\$ 5,000	\$ -	\$ (5,000)
Net surplus (deficit)		(1,512)	36,150	31,150	36,150	
Beginning Cash		112,436	110,924	110,924	142,074	
Ending Cash/Reserves		\$ 110,924	\$ 147,074	\$ 142,074	\$ 178,224	
TOTAL APPROPRIATIONS		\$ 160,164	\$ 147,074	\$ 147,074	\$ 178,224	

Venue Tax Fund

The Venue Tax Fund (a.k.a. Motor Vehicle Rental Tax) accounts for revenues and expenditures collected from car rental companies located in the City. Chapter 334 of the Texas Local Government Code describes a venue project to include the planning, acquisition, establishment, development, construction, and renovation of a venue project or "a project authorized under Section 4A or 4B of the Economic Development Corporation Act of 1979 (Article 5190.6, Vernon's Texas Civil Statutes), as that Act existed on September 1, 1997." The act at the time allowed for the funding of Public Safety items such as fire, police, and ambulance services and related equipment. The act also allowed for these funds to be used for infrastructure projects benefiting businesses. As per state statute, these funds are budgeted and controlled by City Council.

The Motor Vehicle Rental Tax, also known as the Venue Tax, may be imposed by jurisdictions on rentals of motor vehicles for items including public safety. This 2 percent tax on motor vehicle rentals was adopted by the City Council on September 21, 2000 and made effective November 1, 2000 following an election held August 12, 2000. The City Council may increase this tax up to 5 percent as per enabling vote. Prior to May 2003, this tax was accounted for in the Economic Development Corporation. At that point, City Council elected to utilize these funds to help pay for the Emergency Services Interlocal Agreement with the City of San Antonio. A new fund was created to account for these monies.

Policy Consideration: The current tax rate is 2 percent. The City may raise this tax up to 5 percent based on the wording in the enabling vote by voters of Hill Country Village. The City has one rental car location. Hill Country Village can increase this tax, but should be mindful that by increasing this tax, it may affect the decision of this one firm to continue to do business in the City.

City of Hill Country Village

Venue Tax Fund - 19

Fiscal Year Ending September 30, 2019

Account Number	Account Description	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget	Budget to Estimate Difference
REVENUES						
4004	Venue Tax	43,664	37,000	37,000	37,000	-
4010	Interest (Checking & Texas Class)	19	25	25	25	-
	TOTAL - Revenues	\$ 43,683	\$ 37,025	\$ 37,025	\$ 37,025	-
EXPENSES						
Operational Costs						
5350	Fire Department Services	30,000	30,000	30,000	30,000	-
	Total - Operational Costs	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	-
	TOTAL - Expenses	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	-
	Net surplus (deficit)	13,683	7,025	7,025	7,025	
	Beginning Cash	46,231	59,914	59,914	66,939	
	Ending Cash/Reserves	\$ 59,914	\$ 66,939	\$ 66,939	\$ 73,964	
	TOTAL APPROPRIATIONS	\$ 89,914	\$ 96,939	\$ 96,939	\$ 103,964	

Ad Valorem Tax Information

Tax Rate

All taxable property within the City is subject to the assessment, levy and collection of a continuing, direct annual ad valorem tax sufficient to provide for the payment for the maintenance and operations expenditures and principal and interest on all general obligation tax debt within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation for all City purposes.

By September 30 or by the 60th day after the taxing unit receives the certified appraisal roll (whichever is later), the City Council adopts a tax rate per \$100 assessed valuation for the current year. The tax rate consists of two components: (1) a rate for funding of maintenance and operations expenditures and (2) a rate for debt service.

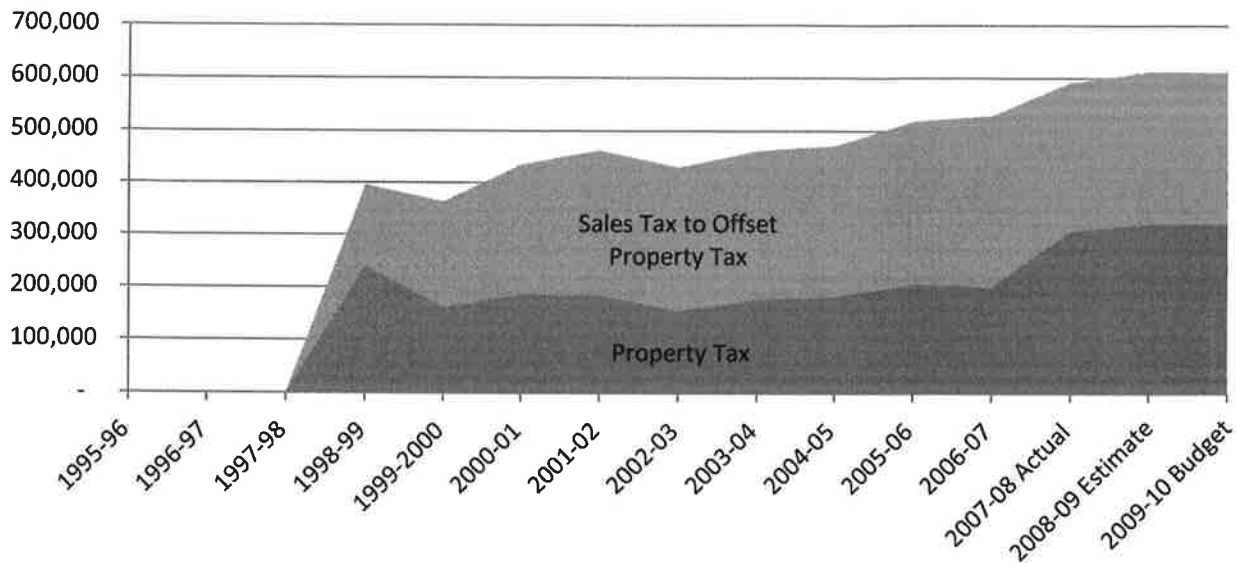
Ad Valorem Tax Rate Computation

FY 2014-15		
Appraised Value	\$	337,475,904
Taxable Value		331,869,911
		Revenue
<i>Tax Rate without Sales Tax Subsidy</i>		
Tax Rate	0.201190	\$ 667,689
<i>Tax Rate with Sales Tax Subsidy</i>		
Tax Rate	\$ 0.145000	\$ 489,340

Sales Tax Subsidy

Beginning October 1, 1998, Hill Country Village enacted a ½ percent sales tax to offset property tax. Had this tax not been enacted, residents would be paying a property tax rate between two to three times the current year's rate as reflected in the chart above and the graph on the next page. Sales tax revenue is made up of three components: a 1 percent general sales tax that is unrestricted General Fund revenue, a ½ percent sales tax to offset property tax (a property tax subsidy) that is unrestricted General Fund revenue, a ¼ percent sales tax for Economic Development that primarily funds bond payments and other economic development activity, and a ¼ percent for Road Maintenance.

Ad Valorem (Property) Tax Sources



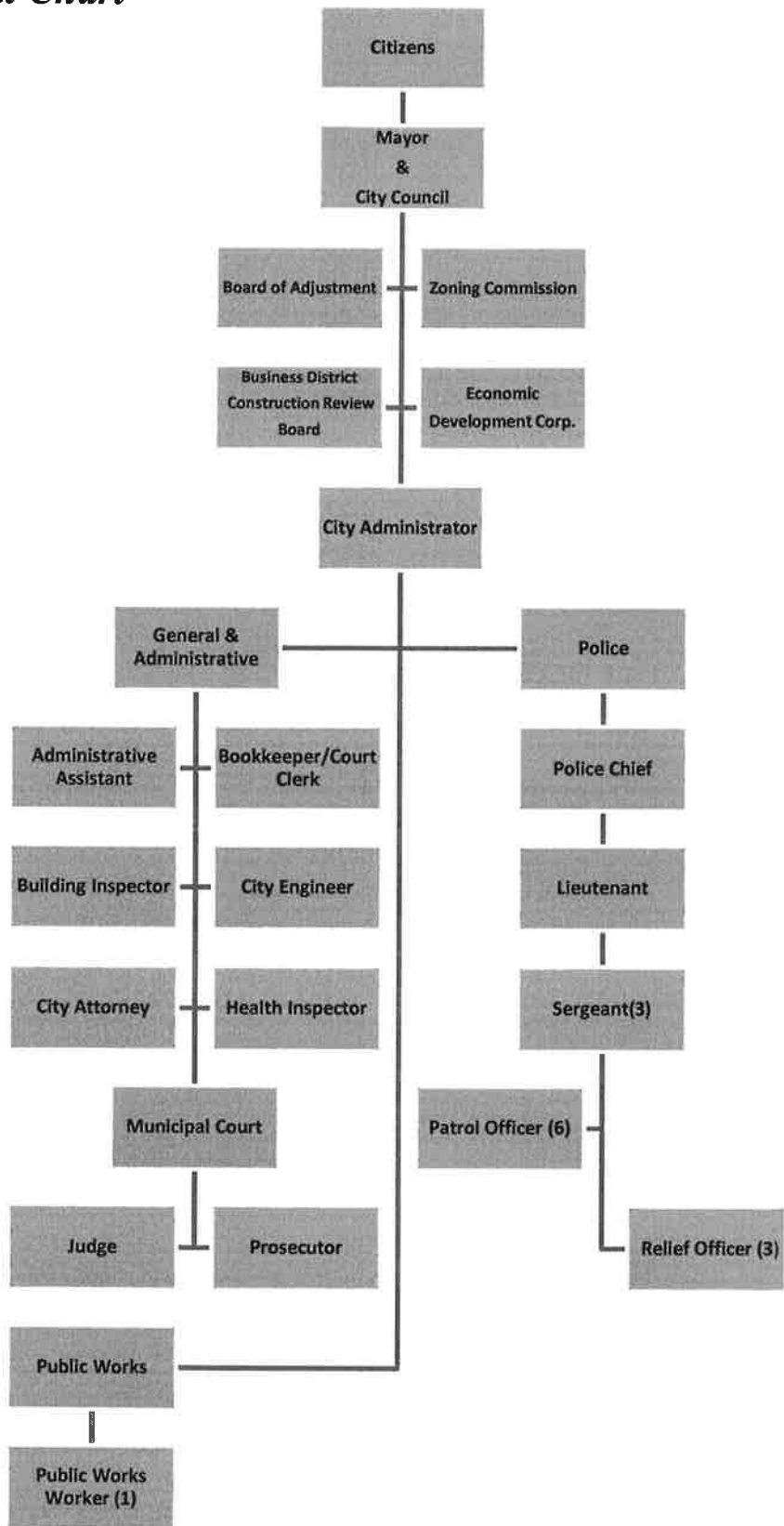
State Requirements

Under the State Tax Code, the City must annually calculate and publicize its proposed tax rate and by how much that increases property tax revenues. The hearing is held following a published notice to the taxpayers in compliance with the Tax Code. If the adopted tax rate exceeds the rollback tax rate, the qualified voters of the City by petition may require that an election be held to determine whether or not to reduce the tax rate adopted for the current year to the rollback rate.

"Effective tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) from this year's values (adjusted). "Adjusted" means lost values are not included in the calculation of last year's taxes and new values are not included in this year's taxable values.

"Rollback tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) multiplied by 1.08 plus a rate that will produce this year's debt service from this year's values (unadjusted) divided by the anticipated tax collection rate.

Organizational Chart



Personnel Salary Tables & Ranges

The City strives to provide competitive wages and benefits for the region. Prior to the adoption of the FY 2015-16 budget, the City conducted a comprehensive salary study. A minimum salary for a particular position was based on the average salary in the region. The maximum salary was based on the minimum salary of the top quartile.

As a policy consideration, the City Council should consider increasing the retirement rate contributions for employees in order for the City to provide competitive benefits relative to other entities. The City's retirement program is administered by the Texas Municipal Retirement System.

City of Hill Country Village General Fund Salary Tables and Ranges Fiscal Year Ending September 30, 2019

Table 1 Professional/Managerial/Administrative

	Min	Midpoint	Max
Administrative Assistant	35,000	45,000	50,000
Bookkeeper/Asst Court Clerk	48,000	54,000	58,000
Court Clerk	48,000	54,000	58,000
City Administrator	90,000	105,000	120,000
Police Chief	85,000	95,000	115,000

Table 2 Public Safety

	Min	Midpoint	Max
rza Patrol Officer	45,000	50,000	55,000
Sergeant	60,000	65,000	70,000
Lieutenant	70,000	74,000	80,000

Table 3 Labor/Trades

	Min	Midpoint	Max
Public Works Worker	27,000	30,000	34,000